



**AGENDA
REGULAR MEETING
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS**

DATE: Thursday, April 20, 2023
4:00 p.m.

LOCATION: County Board of Supervisors Chambers
481 Fourth Street
Hollister, CA 95023
(The meeting is open to the public)

DIRECTORS: Bea Gonzales, Chair (County of San Benito)
Scott Freels, Vice-Chair (City of San Juan Bautista)
Mia Casey (City of Hollister)
Dolores Morales (City of Hollister)
Mindy Sotelo (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

NOTICE OF PROCEDURES FOR COUNCIL OF GOVERNMENTS BOARD MEETINGS

The meeting will be available through Zoom, for those who wish to join or require accommodations.

Members of the public may participate remotely via Zoom at the following link:
<https://zoom.us/join> with the following:

Webinar ID: 815-7855-0230 and Webinar Passcode: 749828

*Those participating by phone who would like to make a comment can use the “raise hand” feature by dialing “*9” (star-nine) . In order to receive full Zoom experience, please make sure your application is up to date.*

Remote Zoom participation for members of the public is provided for convenience only. In the event that the Zoom connection malfunctions for any reason, the COG Board of Directors reserves the right to conduct the meeting without remote access.

*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 5. Public Comment.***

1. CALL TO ORDER 4:00 P.M.
2. Pledge of Allegiance
3. Roll Call
4. Verification of Certificate of Posting
5. **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 agenda. No action may be taken unless provided by Govt. Code Sec. 54954.2 Speakers are limited to 3 minutes.)*

CONSENT AGENDA:

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

6. APPROVE Council of Governments Draft Action Special Meeting Minutes Dated March 10, 2023 – Gomez
7. APPROVE Council of Governments Draft Action Regular Meeting Minutes Dated March 16, 2023 – Gomez
8. RECEIVE Fiscal Year 2021-2022 Single Audit Report – Rivera
9. REAPPOINT Joshua Mercier to the Social Services Transportation Advisory Council – Valentine
10. Third Quarter Budget Report – Rivera
 - a. RECEIVE Council of Governments FY 2022-2023 Third Quarter Budget Report.
 - b. APPROVE Budget Adjustment 22-23-01.

ACTION ITEMS:

11. COMMENT on the Measure G Citizens Oversight Committee Member Selection Criteria – Lezama
12. ADOPT Resolution 2023-04 Distributing \$680,760.00 of Federal Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) to the City of San Juan Bautista, City of Hollister, and County of San Benito – Lezama
13. Local Partnership Program – Formulaic (LPP-F) Funds – Abraham
 - a. APPROVE Agreement with the City of Hollister to Receive Local Partnership Program Formulaic (LPP-F) Funds Totaling \$600,000; and
 - b. APPROVE Agreement with the City of Hollister to Exchange Surface Transportation Block Grant (STBG) Funds for LPP-F Funds, and sub-allocate STBG Funds to Local Jurisdictions.
 - c. AUTHORIZE COG Executive Director to Execute the LPP-F and STBG Agreements with the City of Hollister.

INFORMATION ITEMS:

14. RECEIVE Presentation on Public Transportation Services in San Benito County – Valentine
15. RECEIVE the Draft 2023 Unmet Transit Needs Report – Lezama
16. RECEIVE Monthly Caltrans District 5 Construction Projects Report – Caltrans Ex-Officio
17. Caltrans Report/Correspondence (Verbal Report) – Caltrans Ex-Officio
18. Executive Director’s Report (Verbal Report) – Abraham
19. Board of Directors’ Reports (Verbal Report)

Adjourn to COG Meeting on May 18, 2023. Agenda Deadline is Tuesday, May 2, 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.

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.

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 **April 20, 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 14th day of April 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

SAN BENITO COUNTY COUNCIL OF GOVERNMENTS
SPECIAL MEETING
Community Foundation Epicenter
San Andreas Conference Room
440 San Benito Street, Hollister, CA 95023
March 10, 2023, at 9:00 A.M.

ACTION MINUTES

MEMBERS PRESENT:

Chair Bea Gonzales, Director Mia Casey, Director Dolores Morales, and Director Mindy Sotelo

MEMBERS ABSENT:

Vice Chair Scott Freels

STAFF PRESENT:

Executive Director; Binu Abraham, Administrative Services Specialist, Norma Rivera; Transportation Planning Manager, Veronica Lezama; Transportation Planner, Regina Valentine; Office Assistant; Griselda Arevalo, Deputy County Counsel, Shirley Murphy.

OTHERS PRESENT:

Eileen Goodwin; Apex Strategies

1. CALL TO ORDER:

Chair Gonzales called the meeting to order at 8:55 A.M.

2. PLEDGE OF ALLEGIANCE

Director Morales led the pledge of allegiance.

3. CERTIFICATE OF POSTING

Motion made to acknowledge Certificate of Posting:

Motion: Director Mindy Sotelo Second: Director Dolores Morales

Motion carried: 4/0

Yes: Gonzales, Casey, Morales, Sotelo

No: None

Recused: None

Abstention: None

Absent: Freels

REGULAR AGENDA:

INFORMATIONAL ITEMS:

4. Welcome
5. Vision Teams Exercise
6. About COG
7. Board Norms
8. Funding and Project Development
9. Communication
10. Final Remarks

***See Attachment 1:** “SBCOG Orientation March 10, 2023, Meeting Summary” provided by meeting facilitator Eileen Goodwin, Apex Strategies.

There was no public comment.

ADJOURNMENT:

There being no further business to discuss, Director Sotelo motioned to adjourn at 2:03 p.m.

Motion seconded by Director Morales.

Motion carried: 4/0

Yes: Gonzales, Casey, Morales, Sotelo

No: None

Recused: None

Abstention: None

Absent: Freels

ADJOURN TO COG MEETING MARCH 16, 2023, AT 4:00 P.M.

SBCOG Orientation

March 10, 2023

Meeting Summary

The San Benito Council of Governments (SBCOG) met on March 10, 2023 for a Board of Directors orientation. Board members in attendance included Board Chair Bea Gonzales and Directors Mia Casey, Dolores Morales and Mindy Soletto. A majority of the staff of SBCOG were also in attendance. The meeting was facilitated and documented by Eileen Goodwin, Apex Strategies.

The orientation convened at 8:55 a.m. with an opening statement, certificate of posting and the Pledge of Allegiance. Chairwoman Gonzales made opening remarks.

Eileen Goodwin, facilitator, reviewed the agenda and asked for any questions. The attendees introduced themselves, their positions, and why they were involved with SBCOG.

Then the group broke into three groups and did a visioning exercise and report out. The assignment was to articulate how the SBCOG is now and to envision the SBCOG in the future.

The report outs were very consistent between the groups. The words used to describe SBCOG today included: clueless, unhappy, over-congested, not connected, projects take too long, and divisive. Words used to describe the future were more hopeful, using terms such as: perfect, happy and sunny, connected, moving quickly, everyone united, more funding, complimentary, and beautification.

During the next section of the agenda Binu Abraham, Veronica Lezama and Regina Valentine gave an overview of the various parts and duties of the SBCOG.

The following question and answers were captured:

What is the process for selecting Advisory Committee Members?	Local Agency Executives offer up candidates
Where is the Agenda posted for meetings?	Courthouse, SBCOG office, and web
Can the Agenda be posted at City Halls and Board offices as well?	We can look into that
Preference for Link vs. PDF for providing the agenda	Both, also the materials are sent as part of the calendar invites

Airport – where would someone go to change things about the airport?	City of Hollister
Fixed route v. Dial-a-Ride?	Fixed service
Surplus vehicle soon to be posted	Good
Equity program is starting up	Good

Bill Higgins the CalCOG Executive Director spoke, via zoom, and answered questions for a half hour.

The topics he covered included an overview of how CalCOG works with SBCOG and other COGs as well as the League of Cities and CSAC on issues of statewide significance and alignment. Specific topics and questions included:

Regional governments support local control (otherwise State steps in)

How does CalCOG facilitate solutions? State examples (supermajority votes before CalCOG takes action)

CalCOG = funding for COGs, support for remote Zoom for regional entities; hosts and academy for staff leaders-- both Binu and Veronica have attended them

CalCOG coordinates with CSAC and League of Cities before positions are taken at CalGOG level –encouraged the Board members to get involved in those organizations as well

CalCOG is a resource – provides legislative advocacy for COGs

SBCOG is a regional fiduciary

The staff, Binu Abraham and Norma Rivera gave a presentation of how staff is organized, what the annual planning activities and the SBCOG year in review look like.

Next, Maura Twomey, Executive Director of the Association of Monterey Bay Area Governments (AMBAG), spoke, via zoom, about her agency and its relationship with SBCOG. She highlighted how SBCOG, TAMC (Monterey) and SCCRTC (Santa Cruz) work together as a region and also coordinate with Santa Barbara and San Luis Obispo County transportation agencies on issues of concern. The comments and questions captured during this discussion include:

Major projects – capital projects = they often take 20 years to get the funding (widening 156 was sued as an example)

Advantage being self-help county to leverage State and Federal dollars -- competition to get the \$100's of millions from the state level

Central Coast Coalition = AMBAG region and Santa Barbara/SLO regions

One voice where we are in agreement (Cal Freight Advisory Commission used as an example)

Rural counties Task Force includes the 26 rural counties in State and the Task Force is CTC funded, SBCOG and AMBAG are members

What are AMBAGs top three priorities? (#1, transportation improvements; #2, Regional early action on housing; #3, provide COG services for Santa Cruz and Monterey (San Benito is its own COG))

Where are the advocacy opportunities? – workgroups and meetings, CTC workshops. Caltrans – CTC Staff, “RCRC” advocacy, rural counties

COG for two counties ,vs. SBCOG is there a conflict due to this split? No.

After Maura left the meeting the following questions were asked to and addressed by staff:

Can we revisit the RHNA numbers? No, it is already set, but there is an opportunity to update allocation as implementing agency at County or City level

ACTION ITEM: SBCOG needs to lead development of an evacuation plan for the County for flooding and fires (note the meeting was held on a date with severe flooding in the County and at one point during the meeting access out of Hollister was cut off).

Immediately prior to lunch, the facilitator and the SBCOG attorney gave a mini reminder regarding the Brown Act and the consequences that could occur if it is not followed.

Consequences include: re-votes, opportunity for lawsuits and nullification of previous actions.

After lunch Norma Rivera gave information regard the funding for SBCOG and Veronica Lezama explained the Project Development process. The following comments and questions were gathered:

Is SBCOG’s funding on a fiscal year like the County and Cities (July to June or the federal year (October to September)? Yes, like City and County using July to June

ACTION ITEM: Would like a glossary of funds and what they’re used for. Yes, we can provide that

How did roundabout come about? Caltrans – safety improvement SHOPP funds, COG Board as info item not so much approval since this is a safety project on the state highway where Caltrans is the owner operator, COG Board appealed the decision to place the roundabout,

Temporary solutions often become permanent solutions –

ACTION ITEM: it would be good to look into producing bilingual Spanish and English videos of the roundabout and we need the history on a roundabout factsheet w/schedule information included

RR tracks signage

Typo on media story regarding the roundabout

The group then did an exercise about preferences and communication styles. They then convened to discuss SBCOG communication and what could be improved and how best to interact with the SBCOG Board. The following observations were made:

Majority of our community is out of county commuters – we should have SBCOG get the word out using Facebook, as well as go to the community areas where the people are on evenings and weekends, individual Board members' Facebook to repost SBCOG information would be powerful but “No liking each other's posts” per the Brown Act

Direct communications between Board members and the Executive Director appreciated and desired by some of the members

COG and AMBAG slots are important positions and should be filled with those knowledgeable about the SBCOG to maximize the synergy of the appointments—need to watch for Brown Act considerations in these appointments as well

ACTION ITEM: Consider development of a Policy of how Board positions are chosen

Let Binu know about any agenda questions prior to the meeting if possible so she can clarify the information

Let staff know if Board is contacted by media and needs support regarding information and facts regarding the topic, also know that other staff can chase down facts if one of the staff members is not available for some reason

Staff should always be thinking about framing issues in “Why it matters” – explain why someone should care about SBCOG efforts

Shirley Murphy, SBCOG Counsel, would like a heads up on any Legal questions Board members might pose at the SBCOG Meeting isf they know ahead of time so she can research answers

The facilitator gave a recap of the day and the key observations.

The meeting adjourned at 2:05 p.m.

Meeting Summary by Eileen Goodwin, Apex Strategies

SAN BENITO COUNTY COUNCIL OF GOVERNMENTS
REGULAR MEETING
Board of Supervisors Chambers
481 Fourth Street, Hollister, CA 95023 & Zoom Platform
March 16, 2023, at 4:00 P.M.

ACTION MINUTES

MEMBERS PRESENT:

Chair Bea Gonzales, Vice-Chair Scott Freels, Director Mia Casey, Director Mindy Sotelo, Director Dolores Morales, and Ex Officio, Brandy Rider, Caltrans District 5

STAFF PRESENT:

Executive Director; Binu Abraham, Administrative Services Specialist; Norma Rivera, Transportation Planning Manager; Veronica Lezama, Transportation Planner; Regina Valentine, Office Assistant; Griselda Arevalo, Secretary II; Monica Gomez, Deputy County Counsel; Shirley Murphy.

OTHERS PRESENT:

Corby Kilmer; Caltrans District 5, Jill Leal; Caltrans District 5, Heather Adamson; Association of Monterey Bay Area Governments

1. CALL TO ORDER:

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

2. PLEDGE OF ALLEGIANCE

Director Sotelo led the pledge of allegiance.

3. ROLL CALL

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

4. CERTIFICATE OF POSTING

Motion made to acknowledge Certificate of Posting:

Motion: Director Mindy Sotelo Second: Director Dolores Morales

Motion carried: 5/0

Yes: Casey, Freels, Morales, Sotelo, Gonzales

No: None

Recused: None

Abstention: None

Absent: None

5. PUBLIC COMMENT:

Chair Gonzales stated for the record that COG received Mr. Joe Thompson’s public comment correspondence. The correspondence was entered into public record.

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.)

- 6. APPROVE Council of Governments Draft Action Regular Meeting Minutes Dated January 19, 2023 – Gomez
- 7. APPROVE Council of Governments Draft Action Regular Meeting Minutes Dated February 16, 2023 – Gomez
- 8. AUTHORIZE COG Executive Director to Sign Letters of Support on behalf of the Council of San Benito County Governments (COG) – Lezama
- 9. RECEIVE Report Regarding Upcoming Fiscal Year 2021-2022 Single Audit – Rivera

There was no public comment on Consent.

Motion made to Approve Consent Items 6-9:

Motion: Director Mindy Sotelo Second: Director Dolores Morales

Motion carried: 5/0

Yes: Casey, Freels, Morales, Sotelo, Gonzales

No: None

Recused: None

Abstention: None

Absent: None

INFORMATION ITEMS:

Item 10 was continued until after Item 12 to allow presenter time to join via-Zoom.

- 11. RECEIVE Monthly Construction Projects Report from Caltrans District 5 – Brandy Rider, Caltrans

Caltrans District 5 Office Chief for Transportation Planning, Brandy Rider provided an update on all major construction projects on the Caltrans State Highway system in San Benito County and answered questions from the COG Board.

There was no public comment.

12. Caltrans Report/Correspondence (Verbal Report) – Brandy Rider, Caltrans

Caltrans District 5 Office Chief for Transportation Planning, Brandy Rider announced that Scott Eades was selected as the new Caltrans District 5 Director. Mr. Eades brings over 30 years of experience in transportation, planning, engineering, and project/program management. Previously, Mr. Eades served as Deputy District Director of Transportation, Planning, Local Assistance, and Sustainability.

Ms. Rider announced that Caltrans will be hosting Clean California Recyclable event dates (for bulky items) at the John Smith Road Landfill in Hollister on March 25th and March 26th.

Lastly, Ms. Rider announced that Caltrans District 5 has reached a historic milestone with 83 total projects worth more than \$1 billion in active construction to repair and improve transportation infrastructure throughout Santa Barbara, San Luis Obispo, Monterey, San Benito, and Santa Cruz counties.

There was no public comment.

10. RECEIVE Presentation from Caltrans on the Clean California Projects Awarded in San Benito County – Lezama /Caltrans, Corby Kilmer

Transportation Planning Manager, Veronica Lezama introduced Corby Kilmer, District 5 Senior Landscape Architect, who provided a presentation on the following Clean California Projects awarded in San Benito County: 1. Hollister Pinnacles National Park Highway Beautification Project, and 2. San Juan Bautista Washington Street Bridge Structure.

The Board inquired who would be responsible for the long-term landscape maintenance of both projects.

Ms. Kilmer stated that it was a condition of accepting notification money that the City's would take care of maintaining the landscape long-term. However, there are about 3 years of plant establishment that will be done by Caltrans contract, which means that the maintenance will be handed over to the cities by 2026 or thereabouts.

There was no public comment.

13. Executive Director's Report (Verbal Report) – Abraham

Executive Director Abraham provided a summary of the COG Board Orientation Special Meeting which took place on March 10, 2023. Ms. Abraham reported that the Valley Transportation Authority provided an orientation for its new Mobility Partnership members, which included COG appointed Director's Sotelo and Morales. Ms. Abraham provided a summary on the Central Coast Coalition Legislative Day, which took place in Sacramento on March 15, 2023.

Lastly, Ms. Abraham mentioned that she is in the process of meeting with individuals and previous COG Board members who were on the COG Board for a duration of time to get more information about the history of Highway 25 and how big decisions were made.

The COG Board of Directors offered to provide legislative advocacy support if needed.

Public comment:

Heather Adamson, Director of Planning with the Association of Monterey Bay Area Governments (AMBAG) noted that she attends the monthly COG Board meetings. She also stated that AMBAG staff works closely with COG staff and that San Juan Bautista Councilmember John Freeman is the 2023 AMBAG Board president advocating for San Benito concerns.

14. Board of Directors' Reports (Verbal Report)

The COG Board of Directors thanked Executive Director Abraham and COG staff for the COG Board Orientation, stating that it was very informative and that they were impressed with all of the input and level of knowledge. They also expressed appreciation to Eileen Goodwin with Apex Strategies, for facilitating the COG Board Orientation.

Director Sotelo and Director Morales reported out on the Mobility Partnership orientation that they both attended. Vice Chair Freels provided an update on the storm impacts in San Juan Bautista.

Director Casey inquired if there was a timeline on when the work will be completed at the railroad crossing on Highway 25 in Santa Clara County.

Brandy Rider with Caltrans District 5 stated that message signs have been placed at the location. Caltrans District 5 is monitoring and coordinating with the California Highway Patrol and Caltrans District 4 on the railroad crossing matter.

ADJOURNMENT:

There being no further business to discuss, Director Morales motioned to adjourn at 4:55 p.m. Motion seconded by Director Sotelo.

Motion carried: 5/0

Yes: Casey, Freels, Morales, Sotelo, Gonzales

No: None

Recused: None

Abstention: None

Absent: None

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



STAFF REPORT

Consent

Prepared By: Norma Rivera, Administrative Services Specialist

Subject: Fiscal Year 2021-2022 Single Audit Report

Agenda Item No. 8

Approved By: Binu Abraham, Executive Director

Meeting Date: April 20, 2023

Recommendation:

Receive fiscal year 2021-2022 Single Audit Report.

Summary:

This report contains information regarding the 2021-2022 Single Audit Report which was submitted to the State Controller's Office and the Federal Audit Clearinghouse on March 29, 2023.

Background/ Discussion:

The Council of San Benito County Governments Single Audit Report (Report) for Fiscal Year 2021-22 was performed by the independent accounting firm JJA, CPA INC. Federal law requires non-Federal entities that expend \$750,000 or more in Federal awards in a fiscal year to have a single or program-specific audit conducted for that fiscal year. This year, the audit covered expenditures of approximately \$945,663.

The Report audited the COG's compliance over major federal award programs and identified areas of internal control weaknesses. In accordance with the requirements of Government Auditing Standards, the auditors issued a written report describing the scope of the testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. 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.

To comply with federal reporting requirements, the report was submitted to the State Controller and Federal Audit Clearinghouse on March 29, 2023. It is subject to further review and follow-up action by the State Controller and/or federal agencies that provided the funding to the COG.

Financial Impact:

The Report is being prepared by JJA, CPA INC., an independent accounting firm at the cost of \$11,000.

Attachment:

Fiscal year 2021-2022 Single Audit Report

COUNCIL OF SAN BENITO
COUNTY GOVERNMENTS
SINGLE AUDIT REPORTS
FOR THE YEAR ENDED JUNE 30, 2022

Council of San Benito County Governments
Schedule of Expenditures of Federal Awards
For the year ended June 30, 2022

Table of Contents

	<u>Page(s)</u>
Schedule of Expenditures of Federal Awards	1
Notes to Schedule of Expenditures of Federal Awards	2
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on An Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	3-4
Report on Compliance For Each Major Federal Program; Report on Internal Control Over Compliance; and Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance.....	5-6
Schedule of Findings and Questioned Costs	7-8

Council of San Benito County Governments
Schedule of Expenditures of Federal Awards
For the year ended June 30, 2022

Federal Grantor/Pass-through Grantor/Program or Cluster Title	Federal CFDA Number	Pass Through Entity Identification Number	Federal Total Expenditures
U.S. Department of Transportation			
<i>Pass-through programs from the California Department of Transportation</i>			
<i>Division of Rail and Mass Transportation</i>			
Enhanced Mobility of Seniors and Individuals with Disabilities	20.513	64AO18-00688	\$ 55,152
Formula Grants for Rural Areas	20.509	64BO21-01733	347,399
Formula Grants for Rural Areas	20.509	64VO20-01065	83,262
Formula Grants for Rural Areas	20.509	64VO20-01338	195,565
Metropolitan Transportation Planning and State and Non-Metropolitan Planning and Research	20.505	N/A	72,284
Metropolitan Transportation Planning and State and Non-Metropolitan Planning and Research	20.505	N/A	192,000
Total U.S. Department of Transportation			945,662
Total Federal Expenditures			\$ 945,662

The accompanying notes to the Schedule of Expenditures of Federal Awards are an integral part of this supplementary information.

Council of San Benito County Governments
Notes to Schedule of Expenditures of Federal Awards
For the year ended June 30, 2022

1. BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the Council and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

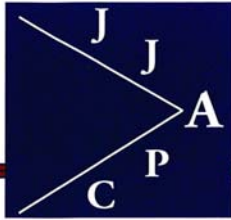
2. DESCRIPTION OF MAJOR PROGRAMS

Formula Grants for Rural Areas (CFDA #20.509)

The objectives of the Formula Grants for Rural Areas (Section 5311) program are to initiate, improve, or continue public transportation service in rural areas by providing financial assistance for operating, planning, administrative expenses, and the acquisition, construction, and improvement of facilities and equipment. In addition, Section 5311(f) specifically provides for the support of rural intercity bus service. The Rural Transit Assistance Program (RTAP), Section 5311(b)(3), provides additional funding for training, technical assistance, research, and related support services to support rural transit service.

3. INDIRECT COST ELECTION

The Council has not elected to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.



JJACPA, Inc.

A Professional Accounting Services Corp.

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING
STANDARDS**

Independent Auditor's Report

To the Governing Board of the
Council of San Benito County Governments
Hollister, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (Government Auditing Standards), the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Council of San Benito County Governments (Council) as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements and have issued our report thereon dated March 22, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Council's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Council's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

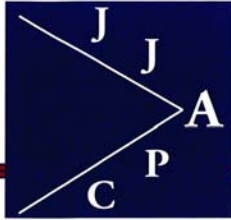
As part of obtaining reasonable assurance about whether the Council's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

March 22, 2023

JJACPA, Inc.
JJACPA, Inc.
Dublin, CA



JJACPA, Inc.

A Professional Accounting Services Corp.

**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM; REPORT ON
INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON SCHEDULE OF
EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE**

Independent Auditor's Report

To the Governing Board of the
Council of San Benito County Governments
Hollister, California

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the Council of San Benito County Governments (Council) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the Council's major federal programs for the year ended June 30, 2022. The Council's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Council complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Council and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Council's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Council's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Council's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Council's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Council's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of the Council's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a

deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Council as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements. We issued our report thereon, dated March 22, 2023, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements and certain additional procedures including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

March 22, 2023

JJACPA, Inc.
JJACPA, Inc.

Council of San Benito County Governments
Schedule of Findings and Questioned Costs
For the year ended June 30, 2022

Section I – Summary of Auditor’s Results

Financial Statements

Type of auditor’s report issued	Unmodified
Internal control over financial reporting:	
• Material weakness(es) identified?	No
• Significant deficiency(ies) identified?	None reported
Noncompliance material to financial statements noted?	No

Federal Awards

Internal control over major programs:	
• Material weakness(es) identified?	No
• Significant deficiency(ies) identified?	None reported
Type of auditor’s report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	No
Identification of major programs:	
<u>CFDA Number</u>	<u>Name of Federal Program or Cluster</u>
20.509	Formula Grants for Rural Areas
Dollar threshold used to distinguish between Type A and Type B programs:	\$750,000
Auditee qualified as low-risk auditee?	No

Council of San Benito County Governments
Schedule of Findings and Questioned Costs, Continued
For the year ended June 30, 2022

Section II – Financial Statement Findings

No matters were reported.

Section III – Federal Award Findings and Questioned Costs

No matters were reported.

Section IV – Status of Prior Year Audit Findings

There were no prior year audit findings.

Section V – Corrective Action Plan

There were neither current year findings nor questioned costs (see Section III above).



STAFF REPORT

Consent

Prepared By: Regina Valentine,
Transportation Planner

Subject: Reappointment to Social Services
Transportation Advisory Council

Agenda Item No. 9

Approved By: Binu Abraham, Executive Director

Meeting Date: April 20, 2023

Recommendation:

Reappoint Joshua Mercier to the Social Services Transportation Advisory Council.

Summary:

Staff is recommending reappointment of a member to the Social Service Transportation Advisory Council (SSTAC). Per Public Utilities Code (PUC) Article 3, Section 99238, the candidate would continue to serve on SSTAC as, "...one representative of a local social service provider for persons of limited means."

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 Joshua Mercier to the SSTAC. Mr. Mercier is a Deputy Director at the San Benito County Health and Human Services Agency overseeing Adult Protective Services, In-Home Support Services, and Public Authority and would serve as “...one representative of a local social service provider for persons of limited means,” per the PUC outlined in the Transportation Development Act (TDA) Guidelines.

Staff greatly appreciates the dedication Mr. Mercier has provided to SSTAC and looks forward to working with him further if reappointed.

Financial Impact:

There is no financial impact.



STAFF REPORT

Consent

Prepared By: Norma Rivera, Administrative Services Specialist

Subject: Third Quarter Budget Report

Agenda Item No. 10

Approved By: Binu Abraham, Executive Director

Meeting Date: April 20, 2023

Recommendation:

- a. Receive Council of Governments FY 2022-2023 Third Quarter Budget Report.
- b. Approve Budget Adjustment 22-23-01.

Summary:

The Third Quarter Budget Report summarizes revenues and expenditures as of March 31, 2023.

Background/ Discussion:

The Third Quarter Budget report includes all COG programs, the Local Transportation Authority, Public Transportation, Modernization, Improvement and Safety Enhancement Account (PTMISEA), and the Service Authority for Freeways and Expressways.

Staff prepares a quarterly update on the revenues and expenditures of the Council of Governments fiscal year performance for the Board to review. The attached report identifies the revenues and expenditures for fiscal year 2023, for the period of July 1, 2022 through March 31, 2023. After each quarter, staff reviews and analyzes the trial balances for errors or corrections. Once the trial balances are reviewed, staff prepares a budget report and analyzes the need for budget adjustments/transfers to reflect actual revenues and expenditures. The attached budget report is provided to the Board for transparency purposes.

Staff made budget adjustments, approved by the Executive Director as authorized in the Purchasing/Budget policy to cover small overages.

Budget adjustments for revenue increases require the COG Board's approval. At this time, staff is respectfully requesting the Board's approval of Budget Adjustment 22-23-01. This budget adjustment will increase the COG Administration budget by \$35,432 to be funded by the Local Transportation Fund and will cover a COG Board requested contract with WBCP, Inc., a recruitment firm that filled the executive director position.

Financial Impact:

Budget adjustment 22-23-1 will increase the COG Administration budget by \$35,432 and will be funded by the Local Transportation Fund.

Attachment:

1. Third Quarter Budget Report
2. Budget Adjustment 22-23-01

State Transit Assistance (629.7300)
Third Quarter Budget Report
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	-	-	-		
Services & Supplies	-	-	-		
Contracts	-	-	-		
Capital	-	-	-		
Other	711,512	-	711,512	75%	0.00%
TOTAL EXPENDITURES	\$711,512	\$0	\$711,512	75%	0.00%
<u>REVENUES</u>					
Revenues	810,551	315,641	494,910	75%	38.94%
Operating Transfers	-	-	-		
TOTAL REVENUE	\$810,551	\$315,641	\$494,910	75%	38.94%
TOTAL FUND BALANCE	\$99,039	\$315,641			

State Transit Assistance (629.7300)
Third Quarter Budget Report

REVENUE & EXPENDITURES

FY 2022/23

REVENUES	Budgeted	Revenues	Balance	Projected %	Actual %
Category	FY 22/23	3/31/2023	FY 22/23	75%	
Interest	80	1,820	(1,740)	75%	2275.00%
551.406 SGR Revenue	209,409	33,235	176,174	75%	15.87%
551.406 STA Revenue	601,062	186,058	415,004	75%	30.95%
SGR Carryover	-	94,528			
TOTAL	810,551	315,641	494,910	75%	38.94%

EXPENDITURES	Budgeted	Expenses	Balance	Projected %	Actual %
Category	FY 22/23	3/31/2023	FY 22/23	75%	
Personnel		-			
610.101 Salaries					
Total	-	-	-		
Services and Supplies					
619.126 Magazines and Subscriptions			-		
619.130 Clothing and Safety			-		
619.132 Communications			-		
619.138 Computer Maintenance			-		
619.140 Computer Supplies			-		
619.152 Maintenance of Equipment			-		
619.154 Maintenance of Equip- Oil and Gas			-		
619.158 Maintenance of Structures & Grounds			-		
619.166 Membership Dues			-		
619.172 Postage and Delivery			-		
619.174 Supplies			-		
619.176 Special Project Supplies - Printing			-		
619.180 Public and Legal Notices			-		
619.184 Rent Equipment			-		
619.186 Rent Structures			-		
619.188 Rent Space			-		
619.190 Small Tools			-		
619.194 Training			-		
619.196 Travel Lodging			-		
619.198 Travel Meals			-		
619.200 Travel Transportation			-		
619.210 Legal			-		
619.222 Other Consultants			-		
619.268 Special Dept Expense - Other			-		
619.280 Marketing			-		
619.306 Utilities			-		
645.701 General Insurance			-		
Total	-	-	-		
Contracts					
619.250 Special Dept Expense - Contracts			-		
Total	-	-	-		
Capital					
650.303 Computer Hardware			-		
650.301 Automobiles, Trucks, Vans			-		
Total	-	-	-		
Other					
640.513 Operating Transfers (LTA for STA)	601,062	-	601,062	75%	0.00%
640.513 Operating Transfers (LTA for SGR)	110,450	-	110,450	75%	0.00%
Total	711,512	-	711,512	75%	
TOTAL	711,512	-	711,512	75%	

Local Transportation Fund (629.7310)
Third Quarter
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
EXPENDITURES					
Salaries & Benefits	-	-	-		
Services & Supplies	-	-	-		
Contracts	-	-	-		
Capital	-	-	-		
Other	1,702,757	-	1,702,757	75%	0.00%
TOTAL EXPENDITURES	\$1,702,757	\$0	\$1,702,757	75%	0.00%
REVENUES					
Revenues	11,135,944	9,689,983	1,445,961	75%	87.02%
Operating Transfers	-	-	-	-	-
TOTAL REVENUE	\$11,135,944	\$9,689,983	\$1,445,961	75%	87.02%
TOTAL FUND BALANCE	\$9,433,187	\$9,689,983			

These funds are distributed in the TDA process.

FUND BALANCE DESIGNATED BIKE & PED	717,314
FUND BALANCE DESIGNATED LTA & COG	6,028,335
SET ASIDE FOR LOCAL STREETS & ROADS	1,241,578
FUND BALANCE UNDESIGNATED	-
TOTAL	7,987,226

Local Transportation Fund (629.7310)

Third Quarter

FY 2022/23

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
541.001	Interest Revenue	5,458	65,211	(59,753)	75%	1194.79%
	LTF Balance	6,327,367	6,120,038	207,329	75%	96.72%
	Set Aside for Local Streets & Roads	1,241,578	1,241,578	-	75%	100.00%
	TDA 2% Reserved for Bike & Ped.	777,684	717,314	60,370	75%	92.24%
	Reimbursable	-	-	-		
550.102	Highway User 1/4%	2,783,857	1,545,842	1,238,015	75%	55.53%
TOTAL		11,135,944	9,689,983	1,445,961	75%	87.02%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
Personnel						
610.101	Salaries		0	-		
Total		-	-	-		
Services and Supplies						
619.126	Magazines and Subscriptions			-		
619.130	Clothing and Safety	-	-	-		
619.132	Communications	-	-	-		
619.138	Computer Maintenance	-	-	-		
619.140	Computer Supplies	-	-	-		
645.701	General Insurance	-	-	-		
619.152	Maintenance of Equipment	-	-	-		
619.158	Maintenance of Structures & Grounds	-	-	-		
619.280	Marketing	-	-	-		
619.166	Membership Dues	-	-	-		
619.176	Special Project Supplies - Printing	-	-	-		
619.174	Supplies	-	-	-		
619.172	Postage and Delivery	-	-	-		
619.210	Legal	-	-	-		
619.222	Other Consultants	-	-	-		
619.180	Public and Legal Notices	-	-	-		
619.184	Rent Equipment	-	-	-		
619.186	Rent Structures	-	-	-		
619.188	Rent Space	-	-	-		
619.190	Small Tools	-	-	-		
619.268	Special Dept Expense - Other	-	-	-		
619.196	Travel Lodging	-	-	-		
619.198	Travel Meals	-	-	-		
619.194	Training	-	-	-		
619.200	Travel Transportation	-	-	-		
619.306	Utilities	-	-	-		
Total		-	-	-		
Contracts						
619.250	Special Dept Expense - Contracts			-		
Total		-	-	-		
Capital						
650.302	Equipment other than Computer			-		
650.301	Automobiles, Trucks, Vans			-		
Total		-	-	-		
Other						
640.513	Operating Transfers (COG)	366,552	-	366,552	75%	0.00%
640.513	Operating Transfers (LTA)	1,280,528	-	1,280,528	75%	0.00%
640.513	Operating Trf (2%reserve)	55,677	-	55,677	75%	0.00%
640.513	Operating Trf (San Benito CO. PW)	-	-	-	75%	
640.513	Operating Trf	-	-	-	75%	
Total		1,702,757	-	1,702,757	75%	0.00%
TOTAL		1,702,757	-	1,702,757	75%	0.00%

Rideshare (628-7330)
Third Quarter Budget Report
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	-	-	-	75%	
Services & Supplies	4,000	-	4,000	0%	0.00%
Contracts	-	-	-	75%	
Capital	-	-	-	0%	
Other	-	-	-	75%	
TOTAL EXPENDITURES	\$4,000	-	\$4,000	75%	0.00%
<u>REVENUES</u>					
Revenues	4,000	307	#REF!	75%	7.67%
Operating Transfers	-	-	-	-	
TOTAL REVENUE	\$4,000	\$307	#REF!	75%	7.67%
TOTAL FUND BALANCE	\$0	\$307			

FUND BALANCE

\$307

Rideshare (628-7330)
Third Quarter Budget Report
FY 2022/23

REVENUE & EXPENDITURES

REVENUES	Budgeted	Revenues	Balance	Projected %	Actual %
Category	FY 22/23	3/31/2023	FY 22/23	75%	
556.310 CMAQ Rideshare	-	-	-	75%	
541.001 Intrest	-	3	#REF!	75%	
Carry over	-	304	(3)	75%	
570.012 Donation	4,000	-	4,000	75%	0.00%
				75%	
570.012 Reimbursable/Donation	-	-	-	75%	
TOTAL	4,000	307	#REF!	75%	7.67%

EXPENDITURES	Budgeted	Expenses	Balance	Projected %	Actual %
Category	FY 22/23	3/31/2023	FY 22/23	75%	
Personnel					
610.101 Salaries	-	-	-	75%	
623.508 Outside Labor	-	-	-		
Total	-	-	-	75%	
Services and Supplies					
619.126 Magazines and Subscriptions	-	-	-		
619.130 Clothing and Safety	-	-	-		
619.132 Communications	-	-	-		
619.138 Computer Maintenance	-	-	-	75%	
619.140 Computer Supplies	-	-	-		
619.152 Maintenance of Equipment	-	-	-		
619.158 Maintenance of Structures and Grounds	-	-	-		
619.164 Medical/Dental/Lab Supplies and Services	-	-	-		
619.166 Membership Dues	-	-	-		
619.168 Office Furniture under \$700	-	-	-	75%	
619.170 Office Equipment under \$300	-	-	-		
619.172 Postage and Delivery	-	-	-	75%	
619.174 Supplies	-	-	-		
619.176 Special Project Supplies - Printing	-	-	-	75%	
619.180 Public and Legal Notices	-	-	-		
619.184 Rent Equipment	-	-	-		
619.186 Rent Structures	-	-	-		
619.194 Training	-	-	-	75%	
619.196 Travel Lodging	-	-	-		
619.198 Travel Meals	-	-	-		
619.200 Travel Transportation	-	-	-		
619.210 Professional Service - Legal	-	-	-		
619.212 Professional Services - Accounting	-	-	-		
619.222 Professional Services - Other Consultants	-	-	-		
619.268 Special Dept Expense - Other	4,000	-	4,000	75%	0.00%
619.280 Marketing	-	-	-		
619.306 Utilities	-	-	-		
645.701 General Insurance	-	-	-	75%	
Total	4,000	-	4,000	75%	0.00%
Contracts					
619.250 Special Dept Expense - Contracts	-	-	-	75%	
Total	-	-	-	75%	
Capital					
650.301 Automobiles, Trucks, Vans	-	-	-	75%	
650.302 Equipment other than Computer	-	-	-		
650.303 Computer Hardware	-	-	-		
Total	-	-	-		
Other					
640.513 Operating Transfers	-	-	-	75%	
Total	-	-	-	75%	
TOTAL	4,000	-	4,000	75%	0.00%

LCTOP (628-7325)
Third
Quarter Budget Report
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	-	-	-	75%	
Services & Supplies	157,268	58,510	98,758	75%	37.20%
Contracts	-	-	-	75%	
Capital	-	-	-		
Other	-	-	-		
TOTAL EXPENDITURES	\$157,268	\$58,510	\$98,758	75%	37.20%
<u>REVENUES</u>					
Revenues	163,590	158,236	5,354	75%	96.73%
Operating Transfers	-	-	-	-	
TOTAL REVENUE	\$163,590	\$158,236	\$5,354	75%	96.73%
TOTAL FUND BALANCE	\$6,322	\$99,726			
FUND BALANCE		\$99,726			

LCTOP (628-7325)
Third
Quarter Budget Report
FY 2022/23

REVENUE & EXPENDITURES

REVENUES	Budgeted	Revenues	Balance	Projected %	Actual %
Category	FY 22/23	3/31/2023	FY 22/23	75%	
541.001 Interest	40	968	(928)	75%	2420.00%
551.401 State Grant Misc	157,268	157,268	-	75%	100.00%
570.012 Reimbursable/Donation	-	-	-	-	-
570.101 Carry over Previous	6,282	-	6,282	75%	0.00%
TOTAL	163,590	158,236	5,354	75%	96.73%

EXPENDITURES	Budgeted	Expenses	Balance	Projected %	Actual %
Category	FY 22/23	3/31/2023	FY 22/23	75%	
Personnel					
610.101 Salaries	-	-	-	75%	
623.508 Outside Labor	-	-	-	-	
Total	-	-	-	75%	
Services and Supplies					
619.126 Magazines and Subscriptions	-	-	-	-	
619.130 Clothing and Safety	-	-	-	-	
619.132 Communications	-	-	-	-	
619.138 Computer Maintenance	-	-	-	75%	
619.140 Computer Supplies	-	-	-	-	
619.152 Maintenance of Equipment	-	-	-	-	
619.158 Maintenance of Structures and Grounds	-	-	-	-	
619.164 Medical/Dental/Lab Supplies and Services	-	-	-	-	
619.166 Membership Dues	-	-	-	-	
619.168 Office Furniture under \$700	-	-	-	75%	
619.170 Office Equipment under \$300	-	-	-	-	
619.172 Postage and Delivery	-	-	-	75%	
619.174 Supplies	-	-	-	-	
619.176 Special Project Supplies - Printing	-	-	-	75%	
619.180 Public and Legal Notices	-	-	-	-	
619.184 Rent Equipment	-	-	-	-	
619.186 Rent Structures	-	-	-	-	
619.194 Training	-	-	-	75%	
619.196 Travel Lodging	-	-	-	-	
619.198 Travel Meals	-	-	-	-	
619.200 Travel Transportation	-	-	-	-	
619.210 Professional Service - Legal	-	-	-	-	
619.212 Professional Services - Accounting	-	-	-	-	
619.222 Professional Services - Other Consultants	-	-	-	-	
619.268 Special Dept Expense - Other	157,268	58,510	98,758	75%	37.20%
619.280 Marketing	-	-	-	-	
619.306 Utilities	-	-	-	-	
645.701 General Insurance	-	-	-	-	
Total	157,268	58,510	98,758	75%	37.20%
Contracts					
619.250 Special Dept Expense - Contracts	-	-	-	75%	
Total	-	-	-	75%	
Capital					
650.302 Equipment other than Computer	-	-	-	-	
650.303 Computer Hardware	-	-	-	-	
650.301 Automobiles, Trucks, Vans	-	-	-	-	
Total	-	-	-	-	
Other					
640.513 Operating Transfers	-	-	-	-	
Total	-	-	-	75%	
TOTAL	157,268	58,510	98,758	75%	37.20%

Budget Adjustment

Council of Governments Administration (628.7340)
Third Quarter Budget Report
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 6/30/2023	Balance FY 22/23	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	170,173	132,292	37,881	75%	77.74%
Services & Supplies	175,359	116,233	59,126	75%	66.28%
Contracts	58,432	47,432	11,000	75%	81.17%
Capital	-	-	-	75%	
Other	17,220	11,828	9,890		
TOTAL EXPENDITURES	\$421,184	307,784	\$117,897	75%	73.08%
<u>REVENUES</u>					
Revenues	421,184	1,200	419,984	75%	0.28%
Operating Transfers	-	-	-		
TOTAL REVENUE	\$421,184	\$1,200	\$419,984	75%	0.28%
TOTAL FUND BALANCE	\$0	(\$306,584)			

Council of Governments Administration (628.7340)

Third Quarter Budget Report

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 22/23	6/30/2023	FY 22/23	75%	
541.001	Interest	-	-	-	75%	
561.904	Charges for Services- Planning	2,000	1,200	800	75%	60.00%
564.501	FUND BALANCE	-	-	-	75%	
570.001	Contributions (LTF)	401,984	-	401,984	75%	0.00%
570.006	Reim. For OPEB	17,200	-	17,200		0.00%
576.012	Planning (ALUC)	-	-	-		
576.012	LTF funds	-	-	-		
TOTAL		421,184	1,200	419,984	75%	0.28%

EXPENDITURES		Budgeted	Actual as of	Balance	Projected %	Actual %
Category		FY 22/23	6/30/2023	FY 22/23	75%	
Personnel						
610.101	Salaries	170,173	132,292	37,881	75%	77.74%
619.226	Administrative Support	-	-	-	75%	
Total		170,173	132,292	37,881	75%	77.74%

Services and Supplies						
619.126	Magazines and Subscriptions	480	300	180	75%	62.47%
619.132	Communications	2,700	2,352	348	75%	87.11%
619.138	Computer Maintenance	1,000	1,000	-	75%	100.00%
619.140	Computer Supplies	800	262	538	75%	32.71%
619.152	Maintenance of Equipment	2,000	540	1,460	75%	26.99%
619.158	Maintenance of Structures and Grounds	500	90	410	75%	17.98%
619.170	Office Equipment	2,000	-	2,000	75%	0.00%
619.172	Postage and Delivery	800	460	340	75%	57.51%
619.174	Supplies	2,400	2,047	353	75%	85.30%
619.176	Special Project Supplies	250	-	250	75%	0.00%
619.178	Services and Supplies Banks Treasurer	-	-	-	75%	
619.180	Public and Legal Notices	1,135	546	589	75%	48.09%
619.184	Rent Equipment	2,300	1,712	588	75%	74.45%
619.186	Rent Structures	41,175	30,856	10,319	75%	74.94%
619.190	Rent Space	-	-	-	75%	
619.194	Training	-	-	-	75%	
619.196	Travel Lodging	800	-	800	75%	0.00%
619.198	Travel Meals	200	-	200	75%	0.00%
619.200	Travel Transportation	1,456	183	1,273	75%	12.55%
619.280	Marketing	1,500	1,080	420	75%	71.99%
619.210	Professional Service - Legal	16,000	19,875	(3,875)	75%	124.22%
619.214	Services and Supplies - Computer	-	-	-	75%	
619.222	Professional Services - Other	-	-	-		
619.268	Special Dept Expense - Other	1,744	1,744	0	75%	100.00%
619.306	Utilities	3,500	2,942	558	75%	84.06%
645.701	General Insurance	5,089	4,930	159	75%	96.87%
649.101	Cost Allocation Plan	87,530	45,314	42,216	75%	51.77%
Total		175,359	116,233	59,126	75%	66.28%

Contracts						
619.250	Special Dept Expense - Contracts	58,432	47,432	11,000	75%	81.17%
Total		58,432	47,432	11,000	75%	81.17%

Capital						
650.302	Equipment other than Computer	-	-	-	75%	
650.303	Fixed Assets Computer Hardware	-	-	-	75%	
650.301	Automobiles, Trucks, Vans	-	-	-		
Total		-	-	-	75%	

Other						
640.320	OPEB Charges	-	-	-		
645.704	Retiree Medical	17,220	11,828	9,890	75%	68.69%
Total		17,220	11,828	9,890		68.69%

TOTAL		421,184	307,784	117,897	75%	73.08%
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JE#	BUDGET ADJUSTMENTS
22-23-1	619.170 Office Equipment -1200
	619.174 Office Supplies +1200
	570.001 Contributions (LTF) -35,432
	619.25 Special Dept Expense - Contract: +35,432
	619.194 Training -500
	619.200 Travel Transportation -160
	619.268 Special Department Expense +660

Highway 25 Safety (628.7360)
Third Quarter Budget Report
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
EXPENDITURES					
Salaries & Benefits	-	-	-		
Services & Supplies	5,000	172	4,828	75%	3.44%
Contracts	190,338	592	189,746	75%	0.31%
Capital	-	-	-		
Other	-	-	-		
TOTAL EXPENDITURES	\$195,338	\$764	\$194,574	75%	0.39%
REVENUES					
Revenues	195,338	193,434	1,904	75%	99.03%
Operating Transfers	-	-	-		
TOTAL REVENUE	\$195,338	\$193,434	\$1,904	75%	99.03%
TOTAL FUND BALANCE	\$0	\$192,670			
FUND BALANCE		\$192,670			

Highway 25 Safety (628.7360)
Third Quarter Budget Report
FY 2022/23

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
541.001	Interest Income	250	1,643	(1,393)	75%	657.20%
551.405	Trf. Remainder of 25 Bypass	-	-	-		
564.501	Caltrans reimbursement	-	-	-		
570.014	Individual Contributions(RDA) Carryover	195,088	191,791	3,297	75%	98.31%
TOTAL		195,338	193,434	1,904	75%	0.04%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
Personnel						
610.101	Salaries	-	-	-		
Total		-	-	-		
Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-		
619.132	Communications	-	-	-		
619.138	Computer Maintenance	-	-	-		
619.140	Computer Supplies	-	-	-		
619.152	Maintenance of Equipment	-	-	-		
619.158	Maintenance of Structures and Grounds	-	-	-		
619.166	Membership Dues	-	-	-		
619.172	Postage and Delivery	-	-	-		
619.174	Supplies	-	-	-		
619.176	Special Project Supplies - Printing	-	-	-		
619.180	Public and Legal Notices	-	-	-		
619.184	Rent Equipment	-	-	-		
619.186	Rent Structures	-	-	-		
619.190	Rent Space	-	-	-		
619.194	Training	-	-	-		
619.196	Travel Lodging	-	-	-		
619.198	Travel Meals	-	-	-		
619.200	Travel Transportation	-	-	-		
619.210	Legal	-	-	-		
619.222	Other Consultants	-	-	-		
619.268	Special Dept Expense - Other	5,000	172	4,828		3.44%
619.280	Marketing	-	-	-		
645.701	General Insurance	-	-	-		
619.306	Utilities	-	-	-		
Total		5,000	172	4,828		3.44%
Contracts						
619.250	Special Dept Expense - Contracts	190,338	592	189,746	75%	0.31%
Total		190,338	592	189,746	75%	0.31%
Capital						
650.302	Equipment other than Computer	-	-	-		
650.303	Computer Hardware	-	-	-		
Total		-	-	-		
Other						
640.513	Operating Transfers	-	-	-	75%	
Total		-	-	-		
TOTAL		195,338	764	194,574	75%	0.39%

Budget Adj. #

Vanpool (628.7370)
Third Quarter Budget Report
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	4,967	2,118	2,849		42.64%
Services & Supplies	4,000	204	3,796	75%	5.10%
Contracts	-	-	-		
Capital	-	-	-	75%	
Other	4,000	-	4,000	0%	0.00%
TOTAL EXPENDITURES	\$12,967	\$2,322	\$10,645	75%	17.91%
<u>REVENUES</u>					
Revenues	40,816	31,422	9,394	75%	76.98%
Operating Transfers	-	-	-	-	
TOTAL REVENUE	\$40,816	\$31,422	\$9,394	75%	76.98%
TOTAL FUND BALANCE	\$27,849	\$29,100			

Vanpool (628.7370)
Third Quarter Budget Report
FY 2022/23

REVENUE & EXPENDITURES

REVENUES Category	Budgeted FY 22/23	Revenues 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
541.001 Interest	20	258	(238)	75%	1290.00%
542.010 Van Pool Lease	-	-	-	75%	
570.003 Sale of Fixed Asset prior year	-	-	-	0%	0.00%
	40,796	31,164	9,632	75%	76.39%
TOTAL	40,816	31,422	9,394	75%	76.98%

	Budgeted FY 22/23	Expenses 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
Personnel					
610.101 Salaries	4,967	2,118	2,849	75%	42.64%
610.101 Administrative Support	-	-	-		
	-	-	-		
Total	4,967	2,118	2,849	75%	42.64%

Services and Supplies					
619.126 Magazines and Subscriptions			-		
619.130 Clothing and Safety			-		
619.132 Communications			-		
619.138 Computer Maintenance			-		
619.140 Computer Supplies			-		
619.152 Maintenance of Equipment	3,000	60	2,940	75%	2.00%
619.154 Maintenance of Equipment - Oil and Gas			-		
619.158 Maintenance of Structures and Grounds			-		
619.164 Medical/Dental/Lab Supplies & Services			-		
619.166 Membership Dues			-		
619.168 Office Furniture under \$700			-		
619.170 Office Equipment under \$300			-		
619.172 Postage and Delivery			-		
619.174 Supplies			-		
619.176 Special Project Supplies - Printing			-		
619.180 Public and Legal Notices			-		
619.184 Rent Equipment			-		
619.186 Rent Structures			-		
619.188 Rent Space			-		
619.190 Small Tools			-		
619.194 Training			-		
619.196 Travel Lodging			-		
619.198 Travel Meals			-		
619.200 Travel Transportation			-		
619.210 Legal	100	-	100	75%	0.00%
619.212 Accounting			-		
619.222 Other Consultants			-		
619.268 Special Dept Expense - Other	500	-	500	75%	0.00%
619.280 Marketing	250	-	250		0.00%
619.306 Utilities			-		
645.701 General Insurance	150	144	6	75%	96.00%
621503 Maintenance of Equipment - Auto			-		
Total	4,000	204	3,796	75%	5.10%

Contracts					
619.250 Special Dept Expense - Contracts	-	-	-		
Total	-	-	-		

Capital					
650.301 Automobiles, Trucks, Vans	-	-	-		
650.302 Equipment other than Computer	-	-	-		
650.303 Computer Hardware	-	-	-		
650.304 Furniture and Fixtures	-	-	-		
Total	-	-	-		

Other					
640.320 OPEB	-	-	-		
640.513 Operating Transfers	4,000	-	4,000		0.00%
Total	4,000	-	4,000		0.00%

TOTAL	12,967	2,322	10,645	75%	17.91%
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BUDGET ADJUSTMENT

Transportation Planning State Subvention (628.7390)
Third Quarter Budget Report
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	343,854	113,171	230,683	75%	32.91%
Services & Supplies	24,895	18,614	6,281	75%	74.77%
Contracts	9,320,262	569,106	8,751,156	75%	6.11%
Capital	-	-	-	-	-
Other	1,058,464	-	1,058,464	75%	0.00%
TOTAL EXPENDITURES	\$10,747,475	\$700,891	\$10,046,583	75%	6.52%
<u>REVENUES</u>					
Revenues	15,608,758	5,018,276	10,186,849	75%	32.15%
Operating Transfers	-	-	-	-	-
TOTAL REVENUE	\$15,608,758	\$5,018,276	\$10,186,849	75%	32.15%
TOTAL FUND BALANCE	\$4,861,283	\$4,317,384			

Transportation Planning State Subvention (628.7390)
Third Quarter Budget Report
FY 2022/23

REVENUES & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
541.001	Interest	5,000	37,675	(32,675)	75%	753.50%
551.401	Regional Early Action Planning (REAP)	11,254	10427	7,554	75%	32.88%
551.405	STIP Planning, Programming & Monitoring	37,000	3,700	37,000	75%	0.00%
551.405	STIP - FTA CRRSAA	414,060	-	-	-	-
551.407	Rural Planning Assistance	328,155	123,905	204,250	75%	37.76%
551.412	RSTP Exchange	644,404	-	644,404	75%	0.00%
570.014	Other Revenue Contributions	9,284,000	212,410	9,071,590	75%	2.29%
570.014	RSTP From Previous years- Held for Others	2,382,922	3,027,326	(644,404)	75%	127.04%
	Fund Balance (Carry over of previous years)	2,501,963	1,602,833	899,130	75%	64.06%
	TOTAL	15,608,758	5,018,276	10,186,849	75%	32.15%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
Personnel						
610.101	Salaries	343,854	113,171	230,683	75%	32.91%
610.101	Rural Planning Assistance	-	-	-	-	-
610.101	PPM	-	-	-	-	-
	Total	343,854	113,171	230,683	75%	32.91%

Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-	-	-
619.130	Clothing and Safety	-	-	-	-	-
619.132	Communications	-	-	-	-	-
619.138	Computer Maintenance	-	-	-	-	-
619.140	Computer Supplies	-	-	-	-	-
619.152	Maintenance of Equipment	-	-	-	-	-
619.154	Maintenance of Equipment - Oil and Gas	-	-	-	-	-
619.158	Maintenance of Structures and Grounds	-	-	-	-	-
619.166	Membership Dues	8,210	5,150	3,060	75%	62.73%
619.172	Postage and Delivery	-	-	-	-	-
619.174	Supplies	100	-	100	75%	0.00%
619.176	Special Project Supplies	-	-	-	-	-
619.180	Public and Legal Notices	-	-	-	-	-
619.184	Rent Equipment	-	-	-	-	-
619.186	Rent Structures	-	-	-	-	-
619.190	Small Tools	-	-	-	-	-
619.194	Training	2,300	1,735	565	75%	75.43%
619.196	Travel Lodging	1,500	486	1,014	75%	32.43%
619.198	Travel Meals	300	94	207	75%	31.17%
619.200	Travel Transportation	600	354	246	75%	59.04%
619.268	Special Dept Expense - Other	1,000	250	750	75%	24.96%
619.280	Marketing	-	-	-	-	-
619.306	Utilities	-	-	-	-	-
645.701	General Insurance	-	-	-	-	-
	Total	24,895	18,614	6,281	75%	74.77%

Contracts						
619.250	Special Dept. Expense - Contracts PRB RHNA	9,500	9,500	-	75%	100.00%
619.250	Special Dept. Expense - Contracts Cathedral	20,162	20,162	1	75%	100.00%
619.250	Special Dept. Expense - Contracts	3,600	3,148	452	75%	87.44%
619.250	Special Dept. Expense - Contracts (HWY 156)	9,284,000	536,296	8,747,704	75%	5.78%
619.250	Special Dept. Expense -Contracts (AMBAG)	3,000	-	3,000	75%	0.00%
	Total	9,320,262	569,106	8,751,156	75%	6.11%

Capital						
650.303	Furniture and Fixtures	-	-	-	-	-
650.301	Automobiles, Trucks, Vans	-	-	-	-	-
	Total	-	-	-	-	-

Other						
640.320	Operating Transfers (CRRSAA)	414,060	-	414,060	75%	0.00%
640.513	Operating Transfers (RSTP)	644,404	-	644,404	75%	0.00%
	Total	1,058,464	-	1,058,464	75%	0.00%

TOTAL		10,747,475	700,891	10,046,583	75%	6.52%
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JE# BUDGET ADJUSTMENTS

22-23-2	610.101 Salaries -20,162
	619.250 Contracts +20,162
	551.407 Rural Planning Assistance +34,155
	619.250 Contracts PRB +9500

Measure G Authority (634.7391)
Third Quarter Budget Report
FY 2022/23

SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	12,471	4,058	-		32.54%
Services & Supplies	-	-	-	75%	
Contracts	2,700,000	139,282	2,500,000	75%	5.16%
Capital	-	-	-		
Other	8,712,647	4,273,616	3,839,031	75%	49.05%
TOTAL EXPENDITURES	\$11,425,118	\$4,416,956	\$6,339,031	75%	38.66%
<u>REVENUES</u>					
Revenues	29,809,057	22,558,929	7,250,128	75%	
Operating Transfers	-	-	-		
TOTAL REVENUE	\$29,809,057	\$22,558,929	\$7,250,128	75%	75.68%
TOTAL FUND BALANCE	\$18,383,939	\$18,141,974			

Fund Balance \$18,141,974

Measure G Authority (634.7391)
Third Quarter Budget Report
FY 2022/23

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
512.001	1% Sales Tax	12,386,533	7,558,355	4,828,178	75%	61.02%
541.001	Interest Income	11,440	132,829	(121,389)	75%	1161.09%
550.113	SB 1 LLP- Formulaic	600,000	-	600,000	75%	0.00%
550.113	SB 1 LLP- Formulaic Cycle 3	2,500,000	-	2,500,000		0.00%
570.014	Prior Year Balance	14,311,084	14,867,746	(556,662)	75%	103.89%
TOTAL		29,809,057	22,558,929	7,250,128	75%	75.68%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
Personnel						
601.101	Salaries	12,471	4,058	-		
Total		12,471	4,058	-		
Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-		
619.132	Communications	-	-	-		
619.138	Computer Maintenance	-	-	-		
619.140	Computer Supplies	-	-	-		
619.152	Maintenance of Equipment	-	-	-		
619.158	Maintenance of Structures and Grounds	-	-	-		
619.166	Membership Dues	-	-	-		
619.172	Postage and Delivery	-	-	-		
619.174	Supplies	-	-	-		
619.176	Special Project Supplies - Printing	-	-	-		
619.180	Public and Legal Notices	-	-	-		
619.184	Rent Equipment	-	-	-		
619.186	Rent Structures	-	-	-		
619.194	Training	-	-	-		
619.196	Travel Lodging	-	-	-		
619.198	Travel Meals	-	-	-		
619.200	Travel Transportation	-	-	-		
619.210	Legal	-	-	-		
619.222	Other Consultants	-	-	-		
619.268	Special Dept Expense - Other	-	-	-		
619.280	Marketing	-	-	-		
619.306	Utilities	-	-	-		
645.701	General Insurance	-	-	-		
Total		-	-	-		
Contracts						
619.250	Special Dept Expense - Contracts	200,000	139,282	60,718	75%	69.64%
619.250	Special Dept Expense - Contracts	2,500,000	-	2,500,000	75%	
Total		2,700,000	139,282	2,500,000	75%	
Capital						
650.302	Equipment other than Computer	-	-	-		
Total		-	-	-		
Other						
640.513	Operating Transfers- LPP Cycle 3	600,000	-	600,000	75%	
640.513	Operating Transfers- Tier 2	8,112,647	4,273,616	3,839,031	75%	52.68%
Total		8,712,647	4,273,616	3,839,031	75%	49.05%
TOTAL		11,425,118	4,416,956	6,339,031	75%	38.66%

BUDGET ADJUSTMENT

Local Transportation Authority (627.7320)
Third Quarter Budget Report
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	344,768	161,117	183,651	75%	46.73%
Services & Supplies	772,297	190,811	581,486	75%	24.71%
Contracts	1,869,199	958,437	910,762	75%	51.28%
Capital	-	-	-	75%	
Other	-	-	-	75%	
TOTAL EXPENDITURES	\$2,986,264	1,310,365	\$1,675,899	75%	43.88%
<u>REVENUES</u>					
Revenues	2,986,263	240,184	2,574,440	75%	8.04%
Operating Transfers	-	-	-	-	-
TOTAL REVENUE	\$2,986,263	\$240,184	\$2,574,440	75%	8.04%
TOTAL FUND BALANCE	(\$1)	(\$1,070,181)			
		Equip. Trf			
		(\$1,070,181)			

Local Transportation Authority (627.7320)

Third Quarter Budget Report

FY 2022/23

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
551.113	Mis (FTA 5311 Operating Assistance)	457,619		457,619	75%	0.00%
551.113	FTA 5310 (Out of county med.)	-	13,674	(13,674)	75%	
551.113	FTA 5310 (Traditional)	-	57,970			
551.113	Low Carbon Transit Operations Program	157,268	58,510	98,758	75%	37.20%
551.113	STA SB1			-	75%	
551.113	FTA 5304 Sustainable Communities (SRTI)	3,398	4,923	(1,525)		144.87%
551.113	FTA CARES	202,850		202,850	75%	0.00%
556.301	FTA 5311 CRRSSA	229,609				
556.301	FTA 5310 CRRSSA	32,929	32,929			
562.803	County Express Fares	65,000	62,680	2,320	75%	96.43%
570.001	Other Rev Other Sales Ad Space	1,000	9,498	(8,498)	75%	949.80%
570.003	Other Rev Sales Revenue Sales of FA			-	75%	
576.012	Transfer from Trust STA	601,062	-	601,062	75%	0.00%
576.012	Transfer from Trust LTF	1,235,528	-	1,235,528	75%	0.00%
TOTAL		2,986,263	240,184	2,574,440	75%	8.04%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
Personnel						
610.101	Salaries	344,768	161,117	183,651	75%	46.73%
610.101	BS IT	-	-			
610.101	Bus Stop Imp.	-	-			
Total		344,768	161,117	183,651	75%	46.73%
Services and Supplies						
619.130	Clothing and Safety	1,500	1,432	68	75%	95.44%
619.132	Communications	1,400	1,037	363	75%	74.05%
619.138	Computer Maintenance	1,200	1,095	105	75%	91.26%
619.140	Computer Supplies	325	33	292	75%	10.08%
619.142	Computer Hardware	1,050	-	1,050	75%	0.00%
619.152	Maintenance of Equipment	55,000	27,793	27,207	75%	50.53%
619.154	Maintenance of Equip - Oil and Gas	220,000	130,616	89,384	75%	59.37%
619.158	Maint of Structures and Grounds	922	922	0	75%	99.96%
621.503	Maint of Equipment - Auto			-		
619.166	Membership Duesx	715	715	-	75%	100.00%
619.172	Postage and Delivery x	25	-	25	75%	0.00%
619.174	Supplies x	250	41	209	75%	16.40%
619.176	Special Project Supplies x	600	68	532	75%	11.29%
619.178	Treasurer Charges		-	-	75%	
619.180	Public and Legal Notices	1,000	25	975	75%	2.50%
619.190	Small Tools x	100	62	38	75%	62.25%
619.194	Training	2,000		2,000	75%	0.00%
619.196	Travel Lodging x	711	711	-	75%	100.00%
619.198	Travel Meals x	200	94	107	75%	46.75%
619.200	Travel Transportation	200	56	144	75%	27.89%
619.210	Professional Service - Legalx	5,500	1,325	4,175	75%	24.09%
619.268	Special Dept Expense - Other	202,170	9,898	192,272	75%	4.90%
619.268	FTA 5310 CRRSSA	32,929		32,929		0.00%
619.268	FTA 5311 CRRSSA	229,609		229,609		0.00%
619.280	Marketing x	4,902	4,902	0	75%	99.99%
619.306	Utilities			-	75%	
645.701	General Insurance	9,989	9,988	1	75%	99.99%
Total		772,297	190,811	581,486	75%	24.71%
Contracts						
619.250	Special Dept Exp (SRTP)	29,711	15,592	14,119	75%	52.48%
619.250	Special Dept Exp - Contracts (MV/JDA)	1,839,488	942,845	896,643	75%	51.26%
Total		1,869,199	958,437	910,762	75%	51.28%
Capital						
650.301	Automobiles, Trucks, Vans	-	-	-	75%	
650.312	Depreciation Exp	-	-	-	0%	
Total		-	-	-	75%	
Other						
640.320	OPEB	-	-	-		
640.513	Operating Transfers	-	-	-		
Total		-	-	-		
TOTAL		2,986,264	1,310,365	1,675,899	75%	43.88%

Budget Adjustments	
22-23-04	645.701 General Insurance -320
	619.268 Special Department-Other -680
	619.280 Marketing +502
	619.196 Travel Lodging +161
	619.166 Membership Dues +15
	619.158 Main of Structure and Grounds +322

PTMISEA (628.7400)
Third Quarter Budget Report
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	-	-	-		
Services & Supplies	958,079	959	957,120	75%	0.10%
Contracts	-	-	-		
Capital	-	-	-		
Other	-	-	-		
TOTAL EXPENDITURES	\$958,079	\$959	\$957,120	75%	0.10%
<u>REVENUES</u>					
Revenues	958,079	964,516	(6,437)	75%	101%
Operating Transfers	-	-	-		
TOTAL REVENUE	\$958,079	\$964,516	(\$6,437)	75%	101%
TOTAL FUND BALANCE	\$0	\$963,557			

PTMISEA (628.7400)
Third Quarter Budget Report
FY 2022/23

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
<u>Category</u>		FY 22/23	3/31/2023	FY 22/23	75%	
541.001	Interest Revenue	1,000	8,186	(7,186)	75%	818.60%
551.401	PTMISEA (Current Yr)	-	-	-	75%	0.00%
551.401	PTMISEA (Prop B) (carryover PY)	-	-	-	75%	0.00%
551.401	OES (Carryover Prop 1B Grants)	-	-	-	75%	0.00%
	Fund Balance (carryover previous years)	-	-	-	75%	0.00%
570.011	PTMISEA (Prior Yr)	842,426	956,330	(113,904)	75%	0.00%
570.011	OES (State) (Prior Yr)	114,653	-	114,653	75%	0.00%
		-	-	-	75%	0.00%
TOTAL		958,079	964,516	(6,437)	75%	101%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
<u>Category</u>		FY 22/23	3/31/2023	FY 22/23	75%	
Personnel						
610.101	Salaries		-	-		
Total			-	-		
Services and Supplies						
619.126	Magazines and Subscriptions			-		
619.132	Communications			-		
619.138	Computer Maintenance			-		
619.140	Computer Supplies			-		
619.152	Maintenance of Equipment			-		
619.154	Maintenance of Equip- Oil and Gas			-		
619.158	Maintenance of Structures & Grounds			-		
619.166	Membership Dues			-		
619.168	Office Furniture under \$700			-		
619.170	Office Equipment under \$300			-		
619.172	Postage and Delivery			-		
619.174	Supplies			-		
619.176	Special Project Supplies - Printing			-		
619.180	Public and Legal Notices			-		
619.184	Rent Equipment			-		
619.186	Rent Structures			-		
619.188	Rent Space			-		
619.190	Small Tools			-		
619.194	Training			-		
619.198	Travel Meals			-		
619.200	Travel Transportation			-		
619.210	Legal			-		
619.222	Other Consultants			-		
619.268	Special Dept Expense - PTMISEA	958,079	959	957,120	75%	0.10%
619.268	Special Dept Expense - OES			-	75%	
619.306	Utilities			-		
645.701	General Insurance			-		
Total		958,079	959	957,120	75%	0.10%
Contracts						
623601	Special Dept Expense - Contracts			-		
Total				-		
Capital						
650.301	Automobiles, Trucks, Vans			-		
650.302	Equipment other than Computer			-		
650.303	Computer Hardware			-		
650.304	Furniture & Fixtures(Bus Stop Shelters)			-		
Total				-		
Other						
670.000	Trf Out Other Funds			-		
670.000	Interfund Trf			-		
Total		958,079	959	957,120	75%	0.10%

Service Authority for Freeways and Expressways (628.7380)
Third Quarter Budget Report
FY 2022/23

FISCAL SUMMARY	Budgeted FY 22/23	Actual as of 3/31/2023	Balance FY 22/23	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	23,326	6,163	17,163	75%	26.42%
Services & Supplies	35,310	23,855	11,455	75%	67.56%
Contracts	88	87	1	75%	99.00%
Capital	-	-	-		
Other	-	-	-	50%	
TOTAL EXPENDITURES	\$58,724	\$30,105	\$28,619	75%	51.27%
<u>REVENUES</u>					
Revenues	282,502	255,700	26,802	75%	90.51%
Operating Transfers	-	-	-	-	
TOTAL REVENUE	\$282,502	\$255,700	\$26,802	75%	90.51%
TOTAL FUND BALANCE	\$223,778	\$225,594			
FUND BALANCE	\$225,594				

Service Authority for Freeways and Expressways (628.7380)
Third Quarter Budget Report
FY 2022/23

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
541.001	Interest	440	1,777	(1,337)		403.78%
550.109	Registered Vehicle Revenue	70,000	40,064	29,936	75%	57.23%
570.006	Reim for damages	-	-	-		
	Fund Balance Carryover previous years	212,062	213,859	(1,797)	75%	100.85%
TOTAL		282,502	255,700	26,802	75%	90.51%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 22/23	3/31/2023	FY 22/23	75%	
Personnel						
610.101	Salaries	23,326	6,163	17,163	75%	26.42%
Total		23,326	6,163	17,163	75%	26.42%
Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-		
619.130	Clothing and Safety	-	-	-		
619.132	Communications	1,500	837	663	75%	55.79%
619.138	Computer Maintenance	-	-	-		
619.140	Computer Supplies	-	-	-		
619.152	Maintenance of Equipment	31,912	21,280	10,632	75%	66.68%
619.154	Maintenance of Equipment - Oil and Gas	-	-	-		
619.158	Maintenance of Structures and Grounds	-	-	-		
619.164	Medical/Dental/Lab Supplies & Services	-	-	-		
619.166	Membership Dues	-	-	-		
619.168	Office Furniture under \$700	-	-	-		
619.170	Office Equipment under \$300	-	-	-		
619.172	Postage and Delivery	-	-	-		
619.174	Supplies	-	-	-		
619.176	Special Project Supplies - Printing	-	-	-		
619.180	Public and Legal Notices	-	-	-		
619.196	Travel Lodging	50	-	50		0.00%
619.198	Travel Meals	-	-	-	75%	
619.200	Travel Transportation	150	-	150	75%	0.00%
619.210	Legal	1,000	1,063	(63)	75%	106.25%
619.222	Other Consultants	-	-	-		
619.268	Special Dept Expense - Other	-	-	-		
619.280	Marketing	-	-	-		
619.306	Utilities	-	-	-		
645.701	General Insurance	698	676	22		96.81%
Total		35,310	23,855	11,455	75%	67.56%
Contracts						
619.250	Special Dept Expense - Contracts	88	87	1	75%	99.00%
Total		88	87	1	75%	99.00%
Capital						
650.301	Automobiles, Trucks, Vans	-	-	-		
650.302	Equipment other than Computer	-	-	-		
650.303	Computer Hardware	-	-	-		
650.304	Furniture and Fixtures	-	-	-		
Total		-	-	-	75%	
Other						
640.320	OPEB	-	-	-		
640.513	Operating Transfers	-	-	-		
Total		-	-	-		
TOTAL		58,724	30,105	28,619	75%	51.27%

Budget Adjustment

22-23-3 619.152 Maintenance of Equip. -88
619.250 Contracts +88

**Council of San Benito County Governments
BUDGET ADJUSTMENT/TRANSFER**

22-23-01

Please Indicate Type:

Fiscal Year: 2022-2023
 Department: Council of Governments
 Org Key: 628.95.7340

- Appropriation/Est. Revenue Increase**
 (Requires Board Approval)
- Interdepartmental Transfer or Interobject Transfer >\$50,000**
 (Requires Board Approval)
- Interobject Transfer <\$50,000**
 (Requires Executive Director and Admin Ser Spe)
- Intraobject Transfer**
 (Requires Executive Director)

<u>Org Key:</u>	<u>Object No:</u>	<u>Description</u>	<u>Decrease/ Rev. Increase</u>	<u>Increase</u>
628.95.7340	619.170	Office Equipment	\$ (1,200.00)	\$ -
628.95.7340	619.174	Office Supplies	\$ -	\$ 1,200.00
628.95.7340	570.001	Contributions from LTF	\$ (35,432.00)	\$ -
628.95.7340	619.250	Special Department Expense- Contracts	\$ -	\$ 35,432.00
628.95.7340	619.194	Training	\$ (500.00)	\$ -
628.95.7340	619.200	Travel Transportation	\$ (160.00)	\$ -
628.95.7340	619.268	Special Department Expense	\$ -	\$ 660.00
Total			\$ (37,292.00)	\$ 37,292.00

Comments: Cover small unforeseen expenses.

The contribution from LTF to Contracts will increase the COG budget by \$35,432. This will cover a COG Board requested contract with WBCP, Inc., a recruitment firm that filled the COG Executive Director position.

Submitted: Norma Rivera 4/5/2023
 Date

Verification of Sufficient Funds: *Norma Rivera* 4/5/2023
 Administrative Services Specialist Date

Approval: *Ben Buchanan* 4/6/2023
 Executive Director Date

Approval by COG Board _____
 Date

Attested: _____
 Clerk of the Board: _____
 Vote: _____ Yes _____ No



STAFF REPORT

Action

Prepared By: Veronica Lezama,
Transportation Planning Manager

Subject: Measure G Citizens Oversight
Committee Appointment

Agenda Item No. 11

Approved By: Binu Abraham, Executive Director

Meeting Date: April 20, 2023

Recommendation:

Comment on the Measure G Citizens Oversight Committee member selection criteria.

Summary:

Applications for the Measure G Citizens Oversight Committee are reviewed and appointed by the COG Board of Directors.

Background/ Discussion:

The Measure G Oversight Committee includes, at a minimum, representatives who are residents of the City of Hollister, the City of San Juan Bautista, and the unincorporated areas of San Benito County. The Oversight Committee will fairly represent the geographical, social, cultural, and economic diversity of the County to ensure maximum benefit for road and transportation users.

In accordance with the Measure G Ordinance, the responsibilities of the 11-member Measure G Citizens Oversight Committee are to:

1. Independent Audits: The Committee shall have full access to the COG's independent auditor and review the annual audits, have the authority to request and review the specific financial information, and provide input on the audit to assure the funds are being expended in accordance with the Transportation Safety and Investment Plan;
2. Plan Changes: The Committee shall review and make recommendations on any proposed changes to the Transportation Safety and Investment Plan, prior to the COG Board of Directors' consideration, subject to 2/3 vote of the voting Committee members;
3. Project Delivery and Priorities: The Committee shall review and comment on the project delivery schedules and make recommendations to the COG on any proposals for changing project delivery priorities; and
4. Annual and Final Reports: The Committee shall prepare annual reports regarding the administration of the program, to be presented to the COG's Board of Directors.

The membership will consist of individuals that fulfill the following areas of expertise:

- Five (5) at-large members, representing each of the five San Benito County Supervisorial Districts.
- Six (6) members representing each of the following groups or interests:
 - a. Agriculture/Farm Bureau
 - b. Seniors and Persons with Disabilities
 - c. Industry
 - d. Trade/Labor
 - e. Latino/Hispanic
 - f. Education

Members of the Measure G Citizens Oversight Committee are appointed by the COG Board of Directors. Currently, all applications are brought forth before the COG Board of Directors for appointment as long as they fall under one of the above-mentioned areas of expertise.

There is no established application selection criteria for identifying the most qualified member to serve on the committee. For example, occasionally, COG has received more than one application under one of the areas of expertise – putting the onus on the Board to make the selection. Staff recommends that the COG Board of Directors consider the following application selection criteria:

1. Knowledge of basic local government structure
2. Ability to review the financial information (i.e. annual audits), as outlined in the Measure G Ordinance
3. Demonstrated ability to work collaboratively
4. Must be able to sign the Statements of Economic Interests - Form 700, which provides necessary information to the public about a person's financial interests to ensure that the Committee member is making decisions in the best interest of the public and not enhancing their personal finances.

The goal of the application selection criteria is for COG staff to present the most appropriate candidate to the Board for consideration of appointment to the Committee.

If the Board is amendable to the criteria, the membership application and Committee Bylaws will be revised to reflect the above-mentioned criteria, which then will subsequently be presented to the COG Board of Directors for approval.

Financial Impact:

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



STAFF REPORT

Action

Prepared By: Veronica Lezama,
Transportation Planning Manager

Subject: Coronavirus Response
and Relief Supplemental Appropriations Act
(CRRSAA)

Agenda Item No. 12

Approved By: Binu Abraham, Executive Director

Meeting Date: April 20, 2023

Recommendation:

ADOPT Resolution 2023-04 distributing \$680,760.00 of Federal Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) to the City of San Juan Bautista, City of Hollister, and County of San Benito.

Summary:

In December 2020, the federal Consolidated Appropriations Act of 2021 was signed into law. This new legislation includes the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA), which provides states a breadth of benefits designed to address the economic fallout from the COVID-19 pandemic.

Background/ Discussion:

CRRSAA provides fast and direct economic assistance for American workers, families, and small businesses, and preserves jobs for American industries, including for transportation infrastructure projects. The Act of 2021 is the sequel to the CARES Act of March 2020.

Staff Analysis:

At the August 18, 2022 meeting, the Council of San Benito County Governments (COG) adopted a resolution approving funding apportionments totaling \$680,760.00 under the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) of 2021 (Attachment 1). At that time, the local agencies had identified the below-mentioned projects as the recipients of CRRSAA funds.

The project previously selected by the City of San Juan Bautista (i.e., City of San Juan Bautista Pavement Rehabilitation Project) is no longer eligible. Another eligible project has been identified by the City of San Juan Bautista: Citywide ADA Sidewalk Improvements. Resolution No. 2023-04 is needed to update the list of projects that were submitted to the Caltrans and the California Transportation Commission.

The City of Hollister and County of San Benito Projects remain unchanged, as illustrated in the table below.

Agency	Project	Description	Amount of COVID Relief Funding Requested
City of Hollister	Pavement Rehabilitation Project	Pavement rehabilitation and ADA ramp improvements	\$ 408,456.00
County of San Benito	Seely Avenue Reconstruction Project	Re-construct Seely Avenue between Carpenteria Road to 0.5 miles beyond Carpenteria Road (terminus of County Road)	\$204,228.00
City of San Juan Bautista	City of San Juan Bautista Pavement Rehabilitation Project	Pavement Rehabilitation, sidewalk, and ADA ramp improvements of sections of Franklin St., Polk St., Monterey St., and North St.	\$68,076.00
City of San Juan Bautista	Citywide ADA Sidewalk Improvements	citywide ADA sidewalk improvements in the City of San Juan Bautista.	\$68,076.00

Financial Impact:

There is no financial impact.

Attachments:

1. Resolution 2022-15 Adopting \$680,760.00 of Federal Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) to the City of San Juan Bautista, City of Hollister, and County of San Benito.
2. Resolution 2023-03 Adopting \$680,760.00 of Federal Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) to the City of San Juan Bautista, City of Hollister, and County of San Benito.



BEFORE THE BOARD OF DIRECTORS OF THE
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

Attachment 1

A RESOLUTION OF THE COUNCIL OF SAN BENITO COUNTY)
GOVERNMENTS TO APPROVE PROJECTS FOR FUNDING) Resolution 2022-15
UNDER THE CORONAVIRUS RESPONSE AND RELIEF)
SUPPLEMENTAL APPROPRIATIONS ACT OF 2021 (CRRSAA))
PROGRAM)

WHEREAS, the Council of San Benito County Governments (COG) is designated as the Regional Transportation Planning Agency (RTPA) for the San Benito County region; and

WHEREAS, the COG is the Designated Recipient of federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSSA) funding for the San Benito region; and

WHEREAS, CRRSSA was signed into law on December 27, 2020 which apportioned \$911.8 million to California (COVID Relief Funds); and

WHEREAS, the California Transportation Commission (“CTC”) adopted Resolution G-21-43, adopting CRRSSA Program Guidelines regarding distribution of California’s share of CRRSSA Program Funds; and

WHEREAS, under the Act, the COVID Relief Funds may be used for a broad range of surface transportation purposes listed in Section 133(b) of Title 23 of the U.S. Code and are meant to prevent, prepare for, and respond to coronavirus; and

WHEREAS, CTC’s CRRSAA Program Guidelines allow COVID Relief Funds to be distributed to eligible projects “...under the Surface Transportation Block Grant Program, in addition to: routine maintenance; operations; personnel, including salaries of employees or contractors; debt service payments; and availability payments and coverage revenue losses[;]” and

WHEREAS, rural and small urbanized areas with a population less than 200,000 may request state exchange of these federal funds to allow for more flexibility in the use of funds; and

WHEREAS, the San Benito region, as a rural area with a population of less than 200,000 people, desires to exchange federal CRRSSA program funds for state funds; and

WHEREAS, there is a total of \$680,760.00 in federal CRRSSA program funds allocated to COG for supporting qualifying projects within the San Benito region; and

WHEREAS, of the available \$680,760.00 in CRRSSA program funds, \$266,700.00 is provided under the CRRSSA Surface Transportation Block Grant (STBG - non-STIP) Program and \$414,060.00 is being provided under the CRRSSA State Transportation Improvement Program (STIP); and

WHEREAS, the COG Board of Directors previously adopted a formula for distribution of state funds in the amounts of 60 percent to the City of Hollister, 10 percent to the City of San Juan Bautista, and 30 percent to the County of San Benito; and

WHEREAS, CRRSAA Program Guidelines require COG to submit a project list that identifies each project to receive COVID relief funding, including project name(s), brief description, the amount of COVID Relief funding requested for each project (rounded to the nearest thousand dollars) and total project cost.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Council of San Benito County Governments hereby approves the exchange of federal CRRSSA program funds for state funds and approves the following funding distribution:

Funding Program: CRRSSA State Transportation Improvement Program (STIP)		
Agency	Percent of Funds	Allocated Amount
City of Hollister	60%	\$ 248,436.00
County of San Benito	30%	\$ 124,218.00
City of San Juan Bautista	10%	\$ 41,406.00
		TOTAL: \$ 414,060.00

Funding Program: CRRSSA Surface Transportation Block STBG - non-STIP		
Agency	Percent of Funds	Allocated Amount
City of Hollister	60%	\$ 160,020.00
County of San Benito	30%	\$ 80,010.00
City of San Juan Bautista	10%	\$ 26,670.00
		TOTAL: \$ 266,700.00

BE IT FURTHER RESOLVED that the Board of Directors of the Council of San Benito County Governments hereby submits the following project list for distribution of COVID Relief funding through the Coronavirus Response and Relief Supplemental Appropriations Act of 2021:

Agency	Project	Description	Amount of COVID Relief Funding Requested	Total Project Cost
City of Hollister	Pavement Rehabilitation Project	Pavement rehabilitation and ADA ramp improvements	\$ 408,456.00	\$952,921.00
County of San Benito	Seely Avenue Reconstruction Project	Re-construct Seely Avenue between Carpenteria Road to 0.5 miles beyond Carpenteria Road (terminus of County Road)	\$204,228.00	\$366,000.00
City of San Juan Bautista	City of San Juan Bautista Pavement Rehabilitation Project	Pavement Rehabilitation, sidewalk, and ADA ramp improvements of sections of Franklin St., Polk St., Monterey St., and North St.	\$68,076.00	\$1,000,000.00

PASSED AND ADOPTED BY THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS on this 18th day of August 2022, by the following vote:

AYES:
NOES:
ABSTAINING:
ABSENT:

Ignacio Velazquez, Chair

ATTEST:

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

Shirley L. Murphy

Veronica Lezama, Transportation Planning Manager

Shirley L. Murphy, Deputy County Counsel

Dated: _____

Dated: *Aug. 15, 2022*

BEFORE THE BOARD OF DIRECTORS OF THE
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

A RESOLUTION OF THE COUNCIL OF SAN BENITO COUNTY)
GOVERNMENTS TO APPROVE DISTRIBUTION TO THE CITY)
OF HOLLISTER, CITY OF SAN JUAN BAUTISTA, AND COUNTY)
OF SAN BENITO, AND TO APPROVE A REVISED LIST OF)
PROJECTS UNDER THE CORONAVIRUS RESPONSE AND)
RELIEF SUPPLEMENTAL APPROPRIATIONS ACT OF 2021)
(CRRSSA) PROGRAM)

Resolution 2023-03

WHEREAS, the Council of San Benito County Governments (COG) is designated as the Regional Transportation Planning Agency (RTPA) for the San Benito County region; and

WHEREAS, the COG is the Designated Recipient of federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSSA) funding for the San Benito region; and

WHEREAS, CRRSSA was signed into law on December 27, 2020 which apportioned \$911.8 million to California (COVID Relief Funds); and

WHEREAS, the California Transportation Commission (“CTC”) adopted Resolution G-21-43, adopting CRRSSA Program Guidelines regarding distribution of California’s share of CRRSSA Program Funds; and

WHEREAS, under the Act, the COVID Relief Funds may be used for a broad range of surface transportation purposes listed in Section 133(b) of Title 23 of the U.S. Code and are meant to prevent, prepare for, and respond to coronavirus; and

WHEREAS, CTC’s CRRSSA Program Guidelines allow COVID Relief Funds to be distributed to eligible projects “...under the Surface Transportation Block Grant Program, in addition to: routine maintenance; operations; personnel, including salaries of employees or contractors; debt service payments; and availability payments and coverage revenue losses[;]” and

WHEREAS, rural and small urbanized areas with a population less than 200,000 may request state exchange of these federal funds to allow for more flexibility in the use of funds; and

WHEREAS, the San Benito region, as a rural area with a population of less than 200,000 people, desires to exchange federal CRRSSA program funds for state funds; and

WHEREAS, there is a total of \$680,760.00 in federal CRRSSA program funds allocated to COG for supporting qualifying projects within the San Benito region; and

WHEREAS, of the available \$680,760.00 in CRRSSA program funds, \$266,700.00 is provided under the CRRSSA Surface Transportation Block Grant (STBG - non-STIP) Program and \$414,060.00 is being provided under the CRRSSA State Transportation Improvement Program (STIP); and

WHEREAS, the COG Board of Directors previously adopted a formula for distribution of state funds in the amounts of 60 percent to the City of Hollister, 10 percent to the City of San Juan Bautista, and 30 percent to the County of San Benito; and

WHEREAS, CRRSAA Program Guidelines require COG to submit a project list that identifies each project to receive COVID relief funding, including project name(s), brief description, the amount of COVID Relief funding requested for each project (rounded to the nearest thousand dollars) and total project cost; and

WHEREAS, at its regular meeting on August 18, 2022, the COG Board of Directors previously adopted Resolution No. 2022-15, approving the exchange of federal CRRSSA program funds for state funds, and approving the following distribution of funds to the City of Hollister, City of San Juan Bautista, and County of San Benito:

Funding Program: CRRSSA State Transportation Improvement Program (STIP)		
Agency	Percent of Funds	Allocated Amount
City of Hollister	60%	\$ 248,436.00
County of San Benito	30%	\$ 124,218.00
City of San Juan Bautista	10%	\$ 41,406.00
		TOTAL: \$ 414,060.00

Funding Program: CRRSSA Surface Transportation Block STBG - non-STIP)		
Agency	Percent of Funds	Allocated Amount
City of Hollister	60%	\$ 160,020.00
County of San Benito	30%	\$ 80,010.00
City of San Juan Bautista	10%	\$ 26,670.00
		TOTAL: \$ 266,700.00

WHEREAS, at its regular meeting on August 18, 2022, the COG Board of Directors previously adopted Resolution No. 2022-15, approving a project list for use of COVID Relief funding through the Coronavirus Response and Relief Supplemental Appropriations Act of 2021; and

WHEREAS, the COG Board of Directors desires to approve a revised project list for use of COVID Relief funding through the Coronavirus Response and Relief Supplemental Appropriations Act of 2021.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Council of San Benito County Governments hereby approves the following revised project list for use of COVID Relief funding through the Coronavirus Response and Relief Supplemental Appropriations Act of 2021:

Agency	Project	Description	Amount of COVID Relief Funding Requested	Total Project Cost
City of Hollister	Pavement Rehabilitation Project	Pavement rehabilitation and ADA ramp improvements	\$ 408,456.00	\$952,921.00
County of San Benito	Seely Avenue Reconstruction Project	Re-construct Seely Avenue between Carpenteria Road to 0.5 miles beyond Carpenteria Road (terminus of County Road)	\$204,228.00	\$366,000.00
City of San Juan Bautista	Citywide ADA Sidewalk Improvements	Citywide ADA sidewalk improvements in the City of San Juan Bautista.	\$68,076.00	\$68,076.00

PASSED AND ADOPTED BY THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS on this 20th day of April 2023, by the following vote:

AYES:
NOES:
ABSTAINING:
ABSENT:

Bea Gonzales, Chair

ATTEST:

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

Shirley L. Murphy

Binu Abraham, COG Executive Director

Shirley L. Murphy, Deputy County Counsel

Dated: _____

Dated: *April 13, 2023*



STAFF REPORT

Action

Prepared By: Veronica Lezama,
Transportation Planning Manager
Subject: Local Partnership Program (LLP)
Funds

Agenda Item No. 13

Approved By: Binu Abraham, Executive
Director
Meeting Date: April 20, 2023

Recommendation:

- a. APPROVE agreement with the City of Hollister to receive Local Partnership Program Formulaic (LPP-F) Funds totaling \$600,000; and
- b. APPROVE agreement with the City of Hollister to exchange Surface Transportation Block Grant (STBG) Funds for LPP-F Funds, and sub-allocate STBG Funds to local jurisdictions.
- c. AUTHORIZE COG Executive Director to execute the LPP-F and STBG agreements with the City of Hollister.

Summary:

The Council of San Benito County Governments (COG) is eligible to receive funds through the Local Partnership Program - Formulaic (LPP-F) program as taxing authority for Measure G, which was approved by San Benito voters in 2018, with revenues dedicated solely to transportation. COG staff coordinated with the City of San Juan Bautista, City of Hollister, and County of San Benito to identify an eligible project to receive LPP-F funds.

Background/ Discussion:

Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017, was signed into law in 2017. As a funding program under SB1, Local Partnership Program Formulaic (LPP-F) funds provide support to agencies with voter approved taxes, tolls, or traffic impact fees dedicated solely to transportation improvements. COG has a voter approved transportation tax measure (Measure G) and developer traffic impact fee program – making it eligible to receive LPP-F funds. Cycle 3 of the LPP-F Program includes three years of funding, totaling \$600,000. COG can nominate a project(s) in cooperation with its member agencies.

At COG's April 6, 2023 Technical Advisory Committee (TAC) meeting, the committee passed a motion of support to nominate the City of Hollister's 2022 City Wide Slurry Seal Project as the recipient of the LPP-F funds. The second motion was to recommend that the City of Hollister provide a one-time allocation of \$600,000 of its STBG funds to COG in exchange for the \$600,000

in LLP-F funds. As the Regional Transportation Planning Agency for San Benito County, COG distributes STBG to local agencies on an annual basis. The \$600,000 of City of Hollister STBG funds will be sub-allocated, by COG, to the City of Hollister, City of San Juan Bautista, and County of San Benito using the following COG pre-adopted STBG distribution formula.

- 60 percent (\$360,000) – City of Hollister
- 30 percent (\$180,000) – County of San Benito
- 10 percent (\$60,000) – City of San Juan Bautista

To formalize the exchange of funds, the COG Board of Directors is being asked to consider the approval of two agreements with the City of Hollister. The first action would approve an agreement for the City of Hollister to nominate the City's 2022 City Wide Slurry Seal Project to the California Transportation Commission for receipt of Local Partnership Program Formulaic (LPP-F) funds totaling \$600,000 (Attachment 1). The second agreement would approve an exchange of \$600,000 of the City's Surface Transportation Block Grant (STBG) funds for \$600,000 LPP-F funds, and sub-allocate the SGBT funds to the local jurisdictions using the COG above-mentioned adopted formula (Attachment 2).

Upon approval of the agreements, the City of Hollister will certify the agreements. COG would then submit a project nomination and allocation request to Caltrans for consideration by the California Transportation Commission (CTC) at their June 2023 meeting.

Financial Impact:

None.

Attachments:

1. Road Repair and Accountability Act of 2017 (SB 1) Local Partnership Program Funding Agreement Between the Council of San Benito County Governments and City of Hollister.
2. Funding Exchange Agreement Between the Council of San Benito County Governments and City of Hollister.

**ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 (SB 1)
LOCAL PARTNERSHIP PROGRAM FUNDING AGREEMENT**

**BETWEEN THE
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS AND
CITY OF HOLLISTER**

This Funding Agreement (“AGREEMENT”), effective the 24th day of April, 2023, is entered into by and between the Council of San Benito County Governments, a joint powers agency formed pursuant to the joint exercise of powers provisions of California Government Code Sections 6500-6533, designated as the Regional Transportation Planning Agency for San Benito County pursuant to Government Code section 29532 (“COG”) and the City of Hollister, a municipal corporation located in San Benito County (“CITY”).

I. RECITALS

- A. On April 28, 2017, the Governor of California signed the Road Repair and Accountability Act of 2017, also known as Senate Bill 1 (“SB 1”).
- B. Among other things, SB 1 created the Local Partnership Program (“LPP”) and appropriates \$200,000,000 annually to be allocated by the California Transportation Commission (“CTC”), which sub-allocates to local or regional agencies that have sought and received voter approval of, or imposed fees solely dedicated to transportation.
- C. On November 7, 2018, the voters of San Benito County approved Measure G, a sales tax measure with revenues dedicated solely to fund regional and local transportation projects.
- D. Following adoption of the Measure G sales tax, COG and its member agencies are eligible to receive LPP funds for local transportation projects.
- E. On March 25, 2020, the CTC adopted LPP program guidelines that, after taking \$20 million off the top for incentive funding for newly passed tax measures, allocated 60% of the program funds through a Formulaic Program (“LPP-F”) to local or regional transportation agencies that sought and received voter approval of transportation sales taxes, tolls, or fees.
- F. The CTC approved the LPP-F distribution to COG in the amount of \$600,000, covering Fiscal Year (FY) 2020/21 through FY 2022/23.
- G. A project nomination utilizing \$600,000 in LPP-F funding must be approved by the CTC by June 30, 2023 to avoid a lapse of funding.

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

- H. COG opened project nominations to the County of San Benito, City of Hollister, and City of San Juan Bautista for eligible project(s) to receive LPP-F funds.
- I. At COG's April 6, 2023 Technical Advisory Committee ("TAC") meeting, the committee received and was briefed on the proposed nominations for the LPP-F funds, and TAC passed a motion to support nominating the CITY'S 2022 City Wide Slurry Seal Project as the recipient of the LPP-F funds.
- J. COG approves the nomination of the CITY'S 2022 City Wide Slurry Seal Project to receive \$600,000 of LPP-F funds.

II. COG'S DUTIES AND OBLIGATIONS

- A. COG will nominate to the California Transportation Commission the City of Hollister's 2022 City Wide Slurry Seal Project for \$600,000 in LPP-F funding.
- B. COG will coordinate with the California Transportation Commission to ensure that the 2022 City Wide Slurry Seal Project nomination is approved by the CTC by June 20, 2023.
- C. COG will coordinate with the CITY regarding 2022 City Wide Slurry Seal Project nomination submittals.
- D. COG will ensure funding distributions are programmed only for the construction phase of the 2022 City Wide Slurry Seal Project.
- E. COG will monitor CITY'S compliance with the requirements of SB 1 and all other applicable state and federal laws and regulations, as may be amended from time to time, including but not limited to LPP-F requirements.

III. CITY'S DUTIES AND OBLIGATIONS

- A. CITY will follow SB 1 LPP-F Guidelines, and all other applicable state and federal laws, regulations, rules and requirements, as may be amended from time to time, and shall expend the \$600,000 LPP-F funds for the 2022 City Wide Slurry Seal Project, in compliance with LPP-F Guidelines.
- B. CITY will certify that the required dollar-for-dollar match is available and on hand and will be expended on the 2022 City Wide Slurry Seal Project as required by LPP-F guidelines.
- C. CITY will certify that it will begin delivery of the 2022 City Wide Slurry Seal Project in the year the LPP-F funds are programmed.

- D. CITY will be responsible for the allocation and authorization of LPP-F funds by the CTC and Caltrans, respectively.
- E. CITY will be responsible for compliance with reporting requirements.
- F. CITY will advertise the 2022 City Wide Slurry Seal Project as a SB 1 project.
- G. CITY will place the 2022 City Wide Slurry Seal Project on the SB 1 map (<https://rebuildingca.ca.gov/map/>) and include a picture.

IV. OTHER PROVISIONS

A. INDEMNITY BY CITY

Neither COG, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by CITY in connection with the LPP-F funds distributed to CITY pursuant to this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, CITY shall fully defend, indemnify and hold harmless COG, its governing body, and all its officers, agents, and employees, from any liability imposed on COG for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by CITY in connection with the LPP-F funds distributed to CITY pursuant to this AGREEMENT.

B. INDEMNITY BY COG

Neither CITY, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by COG under or in connection with any work, authority or jurisdiction delegated to COG under this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, COG shall fully defend, indemnify, and hold harmless CITY, and its governing body, elected officials, all its officers, agents, and employees from any liability imposed on CITY for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by COG under or in connection with any work, authority or jurisdiction delegated to COG under this AGREEMENT.

C. JURISDICTION AND VENUE

The laws of the State of California will govern the validity of this AGREEMENT, its interpretation and performance, and any other claims to which it relates. All legal actions arising out of this AGREEMENT shall be

brought in a court of competent jurisdiction in San Benito County, California and the parties hereto hereby waive inconvenience of forum as an objection or defense to such venue.

D. ATTORNEYS' FEES

Should it become necessary to enforce the terms of this AGREEMENT, the prevailing party shall be entitled to recover reasonable expenses and attorneys' fees from the other party.

E. SEVERABILITY

If any provision of this AGREEMENT is found by a court of competent jurisdiction or, if applicable, an arbitrator, to be unenforceable, such provision shall not affect the other provisions of the AGREEMENT, but such unenforceable provisions shall be deemed modified to the extent necessary to render it enforceable, preserving to the fullest extent permissible the intent of the parties set forth in this AGREEMENT.

F. MODIFICATION

This AGREEMENT constitutes the entire AGREEMENT between the parties, and supersedes all prior written or oral understandings regarding the matters described herein. This AGREEMENT may only be changed by a written amendment executed by both parties.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT by their duly authorized officers as of the date first written below.

CITY OF HOLLISTER:

COUNCIL OF GOVERNMENTS:

By: _____
David Mirrione, Interim City Manager
Dated: _____

By: _____
Binu Abraham, Executive Director
Dated: _____

APPROVED AS TO LEGAL FORM:

APPROVED AS TO LEGAL FORM:

**HOLLISTER CITY ATTORNEY
LOZANO SMITH, ATTORNEYS AT LAW**

**COG LEGAL COUNSEL
SAN BENITO COUNTY COUNSEL'S OFFICE**

By: _____
Mary F. Lerner
Dated: _____

By: Shirley L. Murphy
Shirley L. Murphy, Deputy County Counsel
Dated: April 13, 2023

FUNDING EXCHANGE AGREEMENT

BETWEEN THE

COUNCIL OF SAN BENITO COUNTY GOVERNMENTS AND

CITY OF HOLLISTER

This Funding Exchange Agreement (“AGREEMENT”), effective the 24th day of April, 2023, is entered into by and between the Council of San Benito County Governments, a joint powers agency formed pursuant to the joint exercise of powers provisions of California Government Code Sections 6500-6533, designated as the Regional Transportation Planning Agency for San Benito County pursuant to Government Code section 29532 (“COG”) and the City of Hollister, a municipal corporation located in San Benito County (“CITY”).

I. RECITALS

- A. The Fixing America’s Surface Transportation Act, set forth in Title 23 (Section 101 et seq.) of the United States Code (USC) (“FAST Act”) converted the long-standing Regional Surface Transportation Program (“RSTP”) into the Surface Transportation Block Grant Program (“STBG”), which includes the most flexible eligibilities among all Federal-aid highway programs.
- B. STBG eligible projects are defined in Section 133(b) and (c).
- C. On April 28, 2017, the Governor of California signed the Road Repair and Accountability Act of 2017, also known as Senate Bill 1 (“SB 1”). Among other things, SB 1 created the Local Partnership Program (“LPP”). The California Transportation Commission (CTC) sub-allocates LPP funds to local or regional agencies that have sought and received voter approval of, or imposed fees solely dedicated to transportation, such as the Measure G sales tax measure to fund regional and local transportation projects within San Benito County, approved by the voters on November 7, 2018.
- D. As the Regional Transportation Planning Agency (“RTPA”) for San Benito County, COG is the recipient of State STBG funds, which it distributes to local agencies to advance STBG-eligible projects.
- E. the COG Board of Directors sub-allocates STBG funds to the County of San Benito, City of Hollister, and City of San Juan Bautista during programming cycles, which occur as funding becomes available from the State of California, based on the amounts allocated and fiscal year of availability.

F. Since 2008, COG has distributed STBG funds according to the following formula previously adopted by the COG Board of Directors:

- County of San Benito 30 percent
- City of Hollister 60 percent
- City of San Juan Bautista 10 percent

G. The CITY desires to provide a one-time allocation of \$600,000 of its STBG funds to COG, in exchange for \$600,000 in Local Partnership Program Formula (“LPP-F”) funds.

II. CITY’S DUTIES AND OBLIGATIONS

A. CITY shall make a one-time allocation of its STBG funds in the amount of \$600,000 to COG, in exchange for \$600,000 in LPP-F funds, prior to June 30, 2023.

III. COG’S DUTIES AND OBLIGATIONS

A. Upon receipt of CITY’S STBG funds, COG shall provide the CITY with \$600,000 in LPP-F funds, for the City Wide Slurry Seal Project.

B. Upon receipt of CITY’S STBG funds, COG shall sub-allocate the \$600,000 STBG funds to the City of Hollister, City of San Juan Bautista, and County of San Benito as follows, using COG’s previously adopted STBG distribution formula:

- County of San Benito \$180,000 (30 percent)
- City of Hollister \$360,000 (60 percent)
- City of San Juan Bautista \$ 60,000 (10 percent)

C. All distributions pursuant to this AGREEMENT shall be effective pending final approval of this AGREEMENT.

IV. OTHER PROVISIONS

A. INDEMNITY BY CITY

Neither COG, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by CITY in connection with the LPP-F funds distributed to CITY pursuant to this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, CITY shall fully defend, indemnify and hold harmless

COG, its governing body, and all its officers, agents, and employees, from any liability imposed on COG for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by CITY in connection with the LPP-F funds distributed to CITY pursuant to this AGREEMENT.

B. INDEMNITY BY COG

Neither CITY, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by COG under or in connection with any work, authority or jurisdiction delegated to COG under this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, COG shall fully defend, indemnify, and hold harmless CITY, and its governing body, elected officials, all its officers, agents, and employees from any liability imposed on CITY for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by COG under or in connection with any work, authority or jurisdiction delegated to COG under this AGREEMENT.

C. JURISDICTION AND VENUE

The laws of the State of California will govern the validity of this AGREEMENT, its interpretation and performance, and any other claims to which it relates. All legal actions arising out of this AGREEMENT shall be brought in a court of competent jurisdiction in San Benito County, California and the parties hereto hereby waive inconvenience of forum as an objection or defense to such venue.

D. ATTORNEYS' FEES

Should it become necessary to enforce the terms of this AGREEMENT, the prevailing party shall be entitled to recover reasonable expenses and attorneys' fees from the other party.

E. SEVERABILITY

If any provision of this AGREEMENT is found by a court of competent jurisdiction or, if applicable, an arbitrator, to be unenforceable, such provision shall not affect the other provisions of the AGREEMENT, but such unenforceable provisions shall be deemed modified to the extent necessary to render it enforceable, preserving to the fullest extent permissible the intent of the parties set forth in this AGREEMENT.

F. MODIFICATION

This AGREEMENT constitutes the entire AGREEMENT between the parties, and supersedes all prior written or oral understandings regarding the matters described herein. This AGREEMENT may only be changed by a written amendment executed by both parties.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT by their duly authorized officers as of the date first written below.

CITY OF HOLLISTER:

COUNCIL OF GOVERNMENTS:

By: _____
David Mirrione, Interim City Manager
Dated: _____

By: _____
Binu Abraham, Executive Director
Dated: _____

APPROVED AS TO LEGAL FORM:

APPROVED AS TO LEGAL FORM:

**HOLLISTER CITY ATTORNEY
LOZANO SMITH, ATTORNEYS AT LAW**

**COG LEGAL COUNSEL
SAN BENITO COUNTY COUNSEL'S OFFICE**

By: _____
Mary F. Lerner
Dated: _____

By: Shirley L. Murphy
Shirley L. Murphy, Deputy County Counsel
Dated: April 13, 2023



STAFF REPORT

Information

Prepared By: Regina Valentine,
Transportation Planner

Subject: Public Transportation Services in San
Benito County

Agenda Item No. 14

Approved By: Binu Abraham, Executive Director

Meeting Date: April 20, 2023

Recommendation:

RECEIVE Presentation on Public Transportation Services in San Benito County.

Summary:

Staff will provide a presentation to the Board on the public transportation services operated under the San Benito County Local Transportation Authority (LTA).

Background/ Discussion:

LTA is a Joint Powers Authority formed in 1990 between the Cities of San Juan Bautista and Hollister as well as the County of San Benito to administer public transportation in San Benito County. LTA is also the designated Consolidated Transportation Service Agency, meaning the agency is responsible for coordinating public transit and social service transportation providers. LTA operates two service types: Specialized Transportation operated by Jovenes de Antano, and San Benito County Express operated by MV Transportation.

Financial Impact:

There are no financial impact.

Attachment:

Public Transportation Services Presentation



Public Transportation Services

Presented April 20, 2023



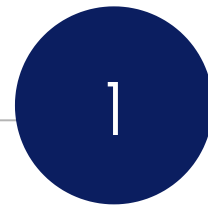
SAN TRANS 1983



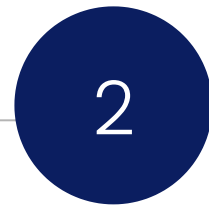
Let's take a
virtual
ride together!

ITINERARY

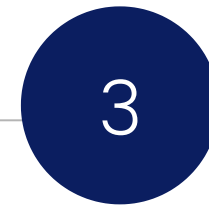
Agency
Background



Services
Today



COVID
Impacts



System
Performance



What's
Next



Agency Background

- **Joint Powers Authority (JPA)**
- **Consolidated Transportation Service Agency (CTSA)**
- **Social Services Transportation Advisory Council (SSTAC)**



Transit's Competing Objectives



	Increasing Service Area	Increasing Ridership
Passengers	Often Children, Teens, Seniors	Has Access to a Car
User Benefits	Community Involvement	Save Time, Less Stress, Lower Cost
Community Benefits	Self-Reliance	Reduce Congestion and GHG Emissions
Measures of Success	Distance to Bus Stops, Cost of Delivery	Mode Shift, Trip Time, Passengers per Hour
Service Characteristics	Low Frequency, Doesn't Compete with Driving	Frequent, Competitive with Driving

Vision and Mission Statement (2022)



Vision

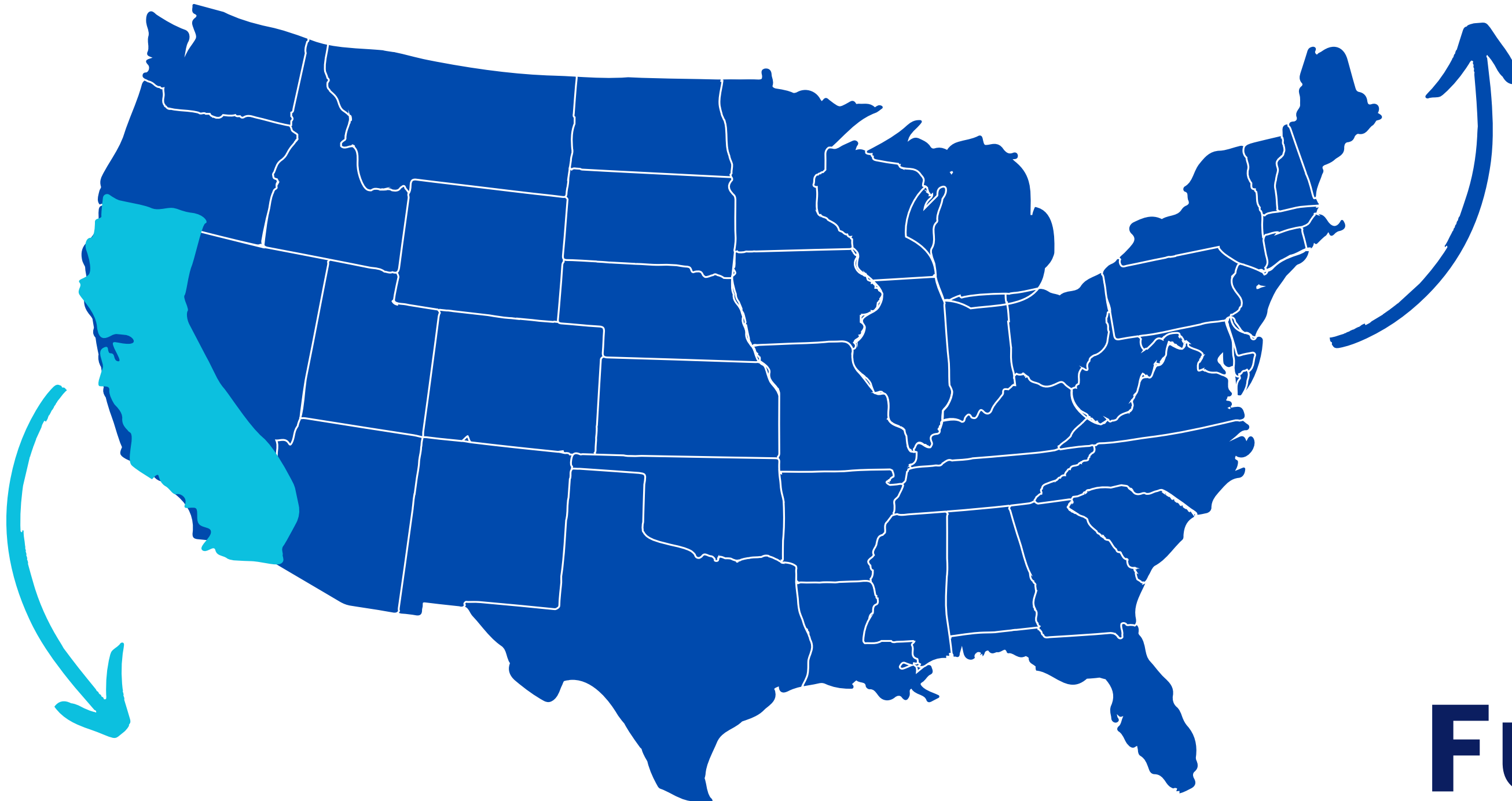
San Benito County residents have essential transportation services for access and mobility.

Mission

San Benito LTA provides a coverage-based public transportation system both locally and to limited intercounty destinations, providing basic access and mobility.

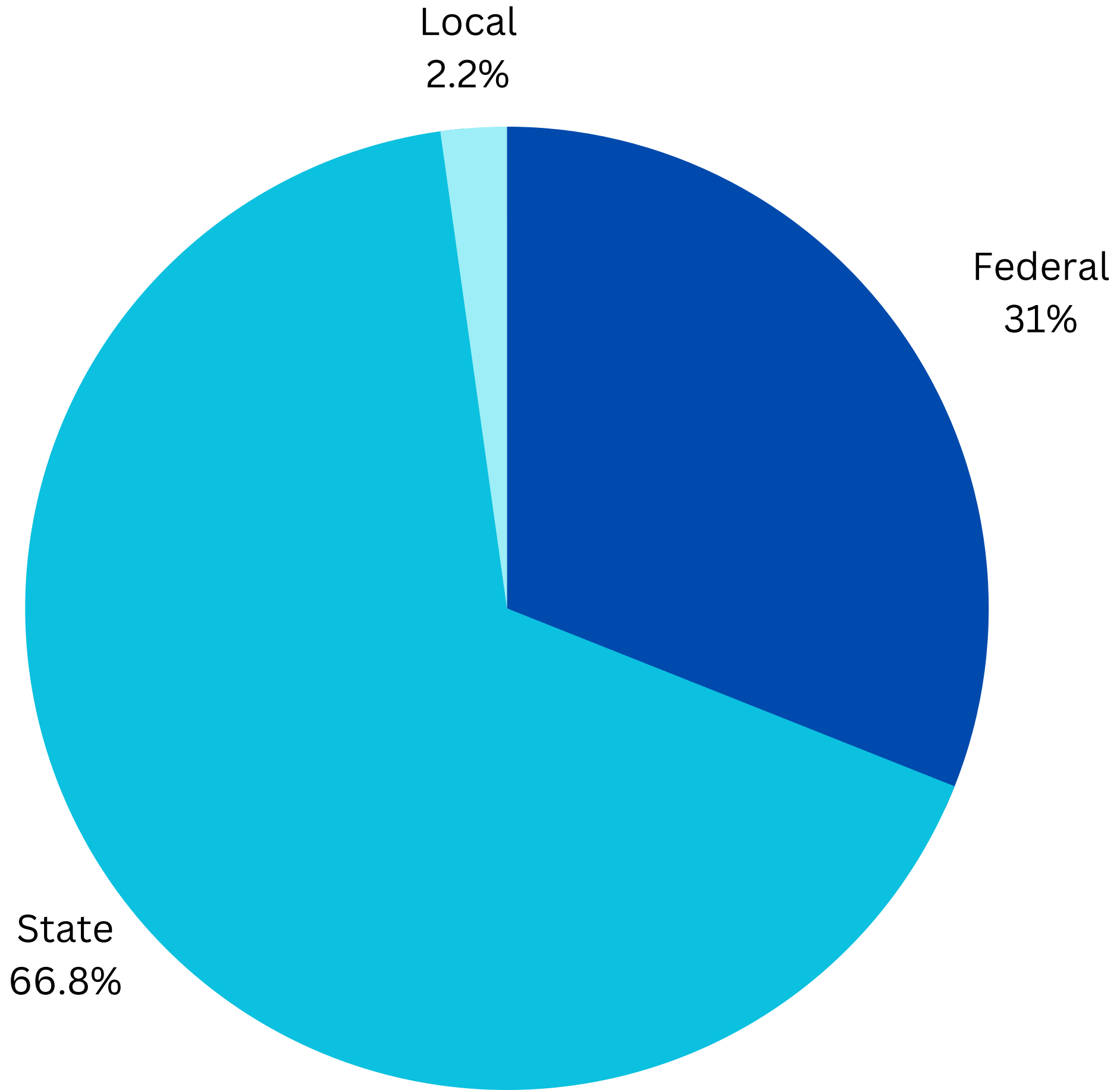
Key areas of the community are served during limited hours, with a service that is accessible, welcoming, reliable, safe, and secure.

FTA 5311, 5310



TDA, LCTOP, SBI SGR,
Planning Grants

Funding Sources



Funding Sources

Data: 2022-23 Budget

Services Today



SPECIALIZED TRANSPORTATION

Operator: Jovenes de Antaño

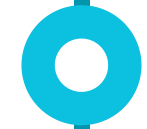
COUNTY EXPRESS

Operator: MV Transportation

Specialized Transportation



Out of County Medical Transportation



Medical Shopping Assistance Program



Senior Lunch Transportation

Out of County Medical Transportation



→ Description

Door-through-door transportation
Medical services not available in San Benito County

→ Service Hours

Monday - Saturday

→ Fares

Zoned based by distance:

- Zone 1 to Gilroy \$2.00 one-way
- Zone 5 to Palo Alto \$5.00 one-way

Medical Shopping Assistance Program



→ Description

Door-through-door transportation
Medical and shopping within San Benito County

→ Service Hours

Monday - Friday

→ Fares

\$1.25 one-way

Senior Lunch Transportation



→ Description

Door-through-door transportation
Senior congregate meal sites

→ Service Hours

Monday - Friday, 9:00 am - 3:00 pm

→ Fares

No charge

Jovenes de Antaño



Serving Our Riders

County Express



Trippler



Paratransit



Dial-A-Ride



Intercounty

Tripper

→ Description

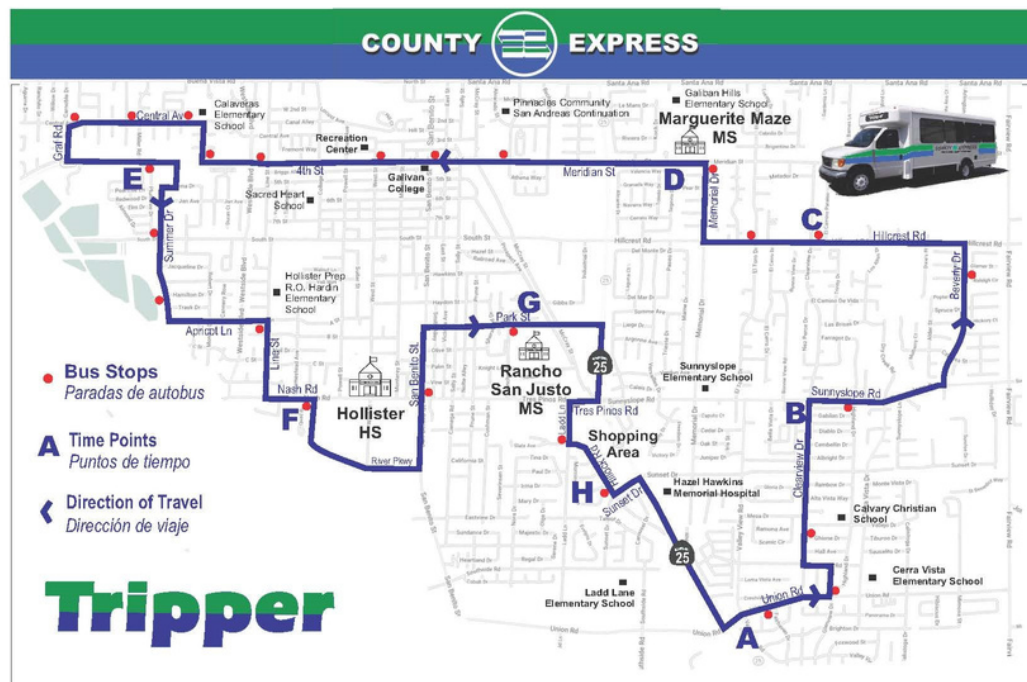
Fixed route service in the City of Hollister
Open to students and the general public

→ Service Hours

6:40am - 8:39am, 3:10pm - 5:22pm (M, T, W, F)
6:40am - 8:39am, 2:10pm - 5:22pm (Th)

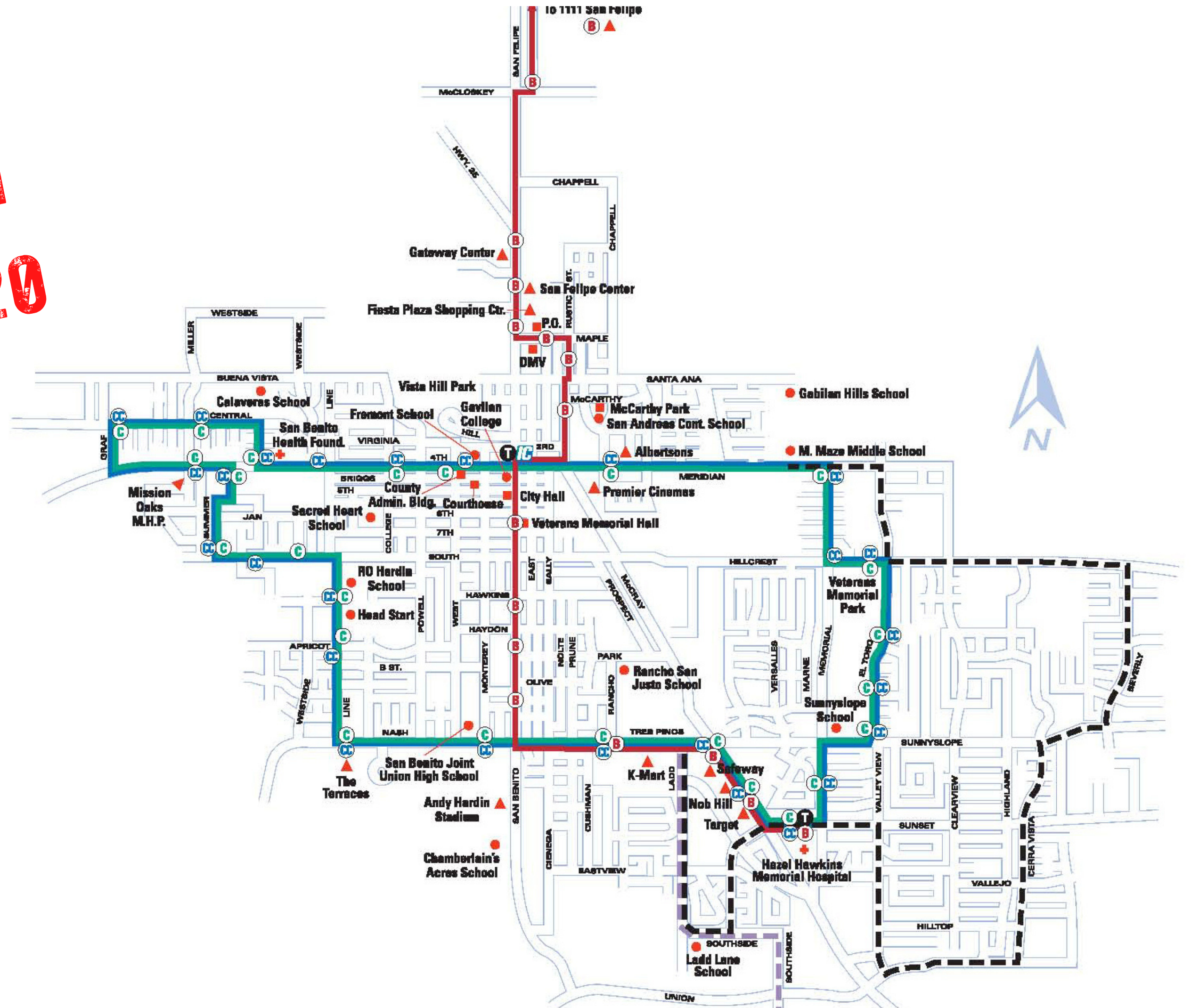
→ Fares

Adult: \$1.00 one-way
Youth, Disability: \$0.50 one-way



**Suspended
March 2020**

**Fixed
Route**



Paratransit

→ Description

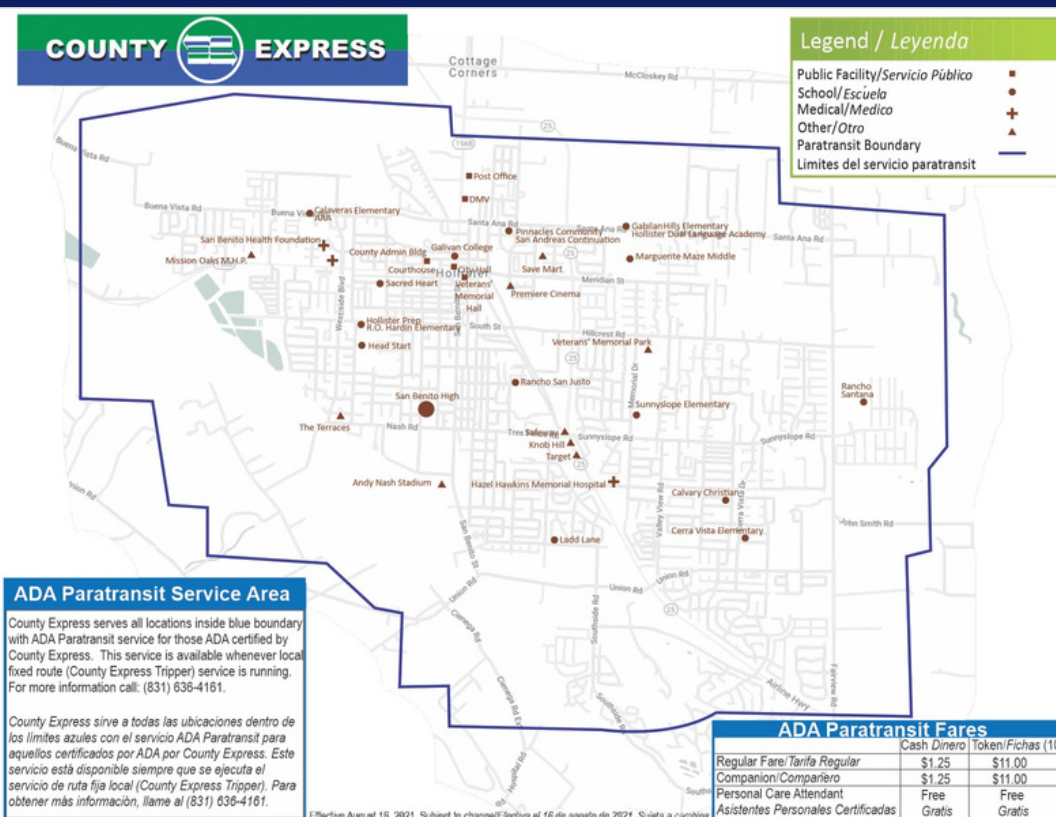
Trips scheduled through dispatch
ADA-certified riders

→ Service Hours

6:40am - 8:39am, 3:10pm - 5:22pm (M, T, W, F)
6:40am - 8:39am, 2:10pm - 5:22pm (Th)

→ Fares

ADA-certified: \$1.25 one-way
Companion: \$1.25 one-way
Personal Care Attendant: free



Dial-A-Ride

→ Description

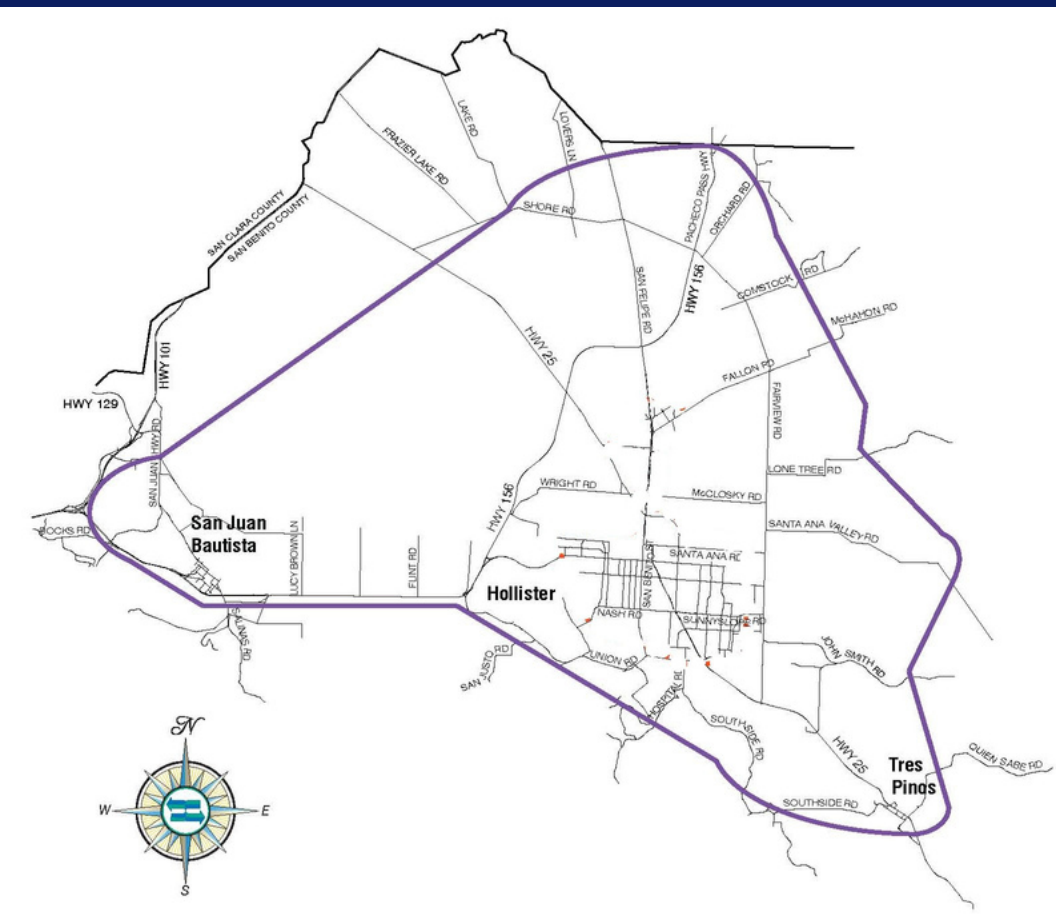
Scheduled through dispatch
Open to the general public

→ Service Hours

6am - 6pm, M - F
9am - 3pm, Sat

→ Fares

Adult: \$2.00 one-way
Youth, Senior, Disability: \$1.25 one-way
Same Day Convenience Fee: \$1.00 one-way



On-Demand

→ Description

On-demand, shared-ride
Booked through our app or dispatch

→ Service Hours

6am – 6pm, M – F

→ Fares

Adult: \$1.00 one-way
Youth, Senior, Disability: \$0.75 one-way

**Suspended
August 2022**

→ Innovative for Rural Operator

Urban: SacRT, San Joaquin RTD, OCTA
Small Urban: Porterville Transit

Service Area Map



Intercounty: Gavilan Caltrain Greyhound

→ Description

Shuttle to Gavilan College and Gilroy Transit Center
Open to the general public

→ Service Hours

4:55am - 8:20pm (14 trips per day), M - F
7:30am - 6:45pm (4 trips per day), Sat - Sun

→ Fares

Adult: \$2.00 one-way
Youth, Senior, Disability: \$1.25 one-way



County Express Fare Purchase Options

1

One-Way Exact
Change On Bus

2

Cash or Check at
Administrative
Office

3

Credit Card on
Token Transit
App



**Serving Our
Riders**



COVID Impacts

**Specialized
Transportation:
March 2020**

Continued

- Out of County Medical Transportation
- Medical Shopping Assistance Program

Suspended

- Senior Lunch Transportation

Added

- Great Plates meal delivery, partnership with County of San Benito



County Express



August 2019 (Pre-COVID)

- Fixed Route
- Paratransit
- Dial-a-Ride
- Intercounty
Gavilan
- Intercounty
Caltrain
- Intercounty
Greyhound

August 2020

- ~~• Fixed Route~~
- ~~• Paratransit~~
- Dial-a-Ride
- ~~• Intercounty
Gavilan~~
- Intercounty
Caltrain
- Intercounty
Greyhound

August 2021

- Tripper 
- Paratransit
- On-Demand 
- Dial-a-Ride
- Intercounty
Gavilan
- Intercounty
Caltrain
- Intercounty
Greyhound

August 2022 (and Today)

- Tripper
- Paratransit
- ~~• On-Demand~~
- Dial-a-Ride
- Intercounty
Gavilan
- Intercounty
Caltrain
- Intercounty
Greyhound

System Performance



Farebox Recovery Ratio

Total Fare Revenue/Total Operating Cost

	Fixed Route	Demand Response	Intercounty	Specialized Transportation	Systemwide
Pre-COVID*	10.6%	6.1%	10.5%	2.3%	7.2%
Today**	6.2%	3.4%	3.2%	0.7%	3.8%

* FY 2018/19, ** FY 2021/22

What's Next



- **May 2023:** Presentation 2022 Short Range Transit Plan
- **Summer 2023:** Re-solicit Operations RFP
- **2024:** Implementation Short Range Transit Plan





Questions?

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(831) 637-7665 x 205



STAFF REPORT

Informational

Prepared By: Veronica Lezama,
Transportation Planning Manager

Subject: 2023 Unmet Transit Needs Report

Agenda Item No. 15

Approved By: Binu Abraham, Executive Director

Meeting Date: April 20, 2023

Recommendation:

RECEIVE the Draft 2023 Unmet Transit Needs Report.

Summary:

Each year, the Council of Governments (COG) is responsible for conducting the Unmet Transit Needs process to solicit input from the community on their transit needs that are not currently being met with existing services. The comments received from the public are reviewed in accordance with COG adopted criteria (Attachment 1). The draft summary of public comments received, and agency responses is enclosed for the COG Board of Directors' input (Attachment 2).

Background/ Discussion:

In its role as the Transportation Development Act (TDA) fund administrator, COG is responsible for conducting the annual Unmet Transit Needs process. Unmet Transit Needs are defined as:

"Expressed or identified needs of a significant segment of the community for public transportation services to meet basic mobility needs which are not currently being met through existing transit services or other means of transportation.

Presuming that an unmet transit need is identified, a further determination is conducted to establish whether that need is "Reasonable to Meet" in accordance with COG adopted criteria (Exhibit A). If an Unmet Transit Need is found "Reasonable to Meet," then COG is responsible for ensuring that funds are expended to meet those needs.

The Unmet Transit Need process consists of the following three key steps:

- 1. Solicit testimony from the public on the Unmet Transit Needs of the community.**
During the month of January and February 2023 staff completed above-mentioned Step 1, which resulted in a total of 22 public comments.
- 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.**

For Step 2, staff analyzed the Unmet Transit Needs expressed by the public with COG’s Social Services Transportation Advisory Council¹ at their March meeting.

3. **Adopt findings regarding Unmet Transit Needs, found Reasonable to Meet, which may exist for implementation by the Local Transportation Authority in the 2022/2023 Fiscal Year.** The COG Board of Directors adopts all Unmet Transit Needs, found Reasonable to Meet for implementation in the upcoming fiscal year.

COG staff identified nine Unmet Transit Needs, Found Reasonable to Meet for implementation in the upcoming fiscal year, upon Board approval of the final Unmet Transit needs report in May/June 2023. The nine Unmet Transit Needs, Found Reasonable include the following:

	Request	COG Response
1.	They need to have more flexible schedule going to Gilroy on the morning and evening. They need to provide better services to other people used. More schedule on winter time.	The Short-Range Transit Plan provides an analysis of transit services recommendations that factor capital and financial feasibility for all service improvements. Specifically, the Plan identifies additional and direct transit services between Hollister and Gilroy. The Local Transportation Authority is able to accommodate this request with existing revenue sources. However, as a national trend, transit agencies are experiencing post COVID transit driver shortages. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short-Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.
2.	There needs to be much higher frequency of the bus stopping at all stops for all services as much as possible. This will help get more people out of cars and alleviate the	The Short-Range Transit Plan provides an analysis of transit services recommendations that factor capital and financial feasibility for all service improvements. Specifically, the Plan identifies additional and direct transit services between Hollister and Gilroy. The Local Transportation Authority is able to accommodate this request with existing revenue sources. However, as a national trend, transit agencies are experiencing post COVID transit driver shortages. All future services will be implemented dependent on available drivers. MV

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.

	<p>traffic issues we all deal with going in and out of town on Hwy 25 and Hwy 156. From what I understand the long term goal of the VTA in Santa Clara county for all their mass transit services they are looking to increase frequency up to 15 min or less. Suburbs such as our county in other European countries have service at all their stops sometimes as frequent as five minutes which means the only people using their cars are the people that absolutely have to. This also saves people a lot more money versus having to rely strictly on car-based transportation. This also has a very positive environmental impact.</p>	<p>Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short-Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.</p>
<p>3.</p>	<p>Expanded Fixed Route: Red Line + Blue Line merge. For those without cell phone access.</p>	<p>The Short-Range Transit Plan identifies the restoration of the Hollister Fixed Route service. The Hollister Fixed Route service operated two large loop routes in opposite directions around a single municipal loop. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short-Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.</p>

4.	<p>That offers more frequent schedules and stops in different areas. Thanks</p>	<p>An update to the Short-Range Transit Plan is underway. The document plans out County Express and Specialized Transportation (Jovenes de Antaño/Youth of Yesteryear) transit services and operations recommendation for improvement, including more frequent service. Short-Range Transit Plan service recommendations will begin being implemented in FY 2022/2023 given funding and driver availability.</p>
5.	<p>Also, better schedules to Gilroy in the mornings and in the afternoons during the wintertime, you have to favor other people who use the bus. Not only for school students when it is closed (no classes).</p>	<p>The Short-Range Transit Plan provides an analysis of transit services recommendations that factor capital and financial feasibility for all service improvements. Specifically, the Plan identifies additional and direct transit services between Hollister and Gilroy. The Local Transportation Authority is able to accommodate this request with existing revenue sources. However, as a national trend, transit agencies are experiencing post COVID transit driver shortages. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short-Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.</p>
6.	<p>More service on the weekend for people who do not drive but have to go buy supplies or just go out.</p>	<p>The Short-Range Transit Plan provides an analysis of transit services recommendations that factor capital and financial feasibility for all service improvements. Specifically, the Plan identifies additional and direct transit services between Hollister and Gilroy. The Local Transportation Authority is able to accommodate this request with existing revenue sources. However, as a national trend, transit agencies are experiencing post COVID transit driver shortages. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short-Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.</p>

7.	The service where there was the same day and then they sent the service that same day [reinstate On-Demand service].	The On-Demand service is a pilot program that was implemented during COVID similar to Dial-A-Ride services. On-demand is a shared-ride, public transit service within the City of Hollister. Riders can book a trip through our app or call dispatch and ride in ADA accessible vehicles with our trained drivers at a fraction of the cost of traditional rideshare apps. All future services will be implemented depending on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short-Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.
8.	Red Line	The Short-Range Transit Plan identifies the restoration of the Hollister Fixed Route service. The Hollister Fixed Route service operated two large loop routes in opposite directions around a single municipal loop. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short-Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.

For those Unmet Transit Needs found “Not Reasonable to Meet,” or not unmet transit needs, the Local Transportation Authority tries to accommodate the request or responds as to the reason the request cannot be accommodated (Attachment 2).

The COG Board of Directors will consider approving the Unmet Transit Needs Report at the next meeting, which report will be subsequently submitted to the California Department of Transportation, Division of Mass Transportation.

Financial Impact:

There are no financial impact.

Attachments:

1. Adopted Definitions and Procedures for Noticing and Conducting the Annual Unmet Transit Needs Hearing.
2. 2023 Unmet Transit Needs Report for Implementation in FY 2023/2024

ADOPTED DEFINITIONS AND PROCEDURES FOR NOTICING AND CONDUCTING THE ANNUAL UNMET TRANSIT NEEDS HEARING



As required by PUC section 9940 1.5, the Council of San Benito County Governments must adopt formal definitions of "unmet transit need" and "reasonable to meet." The first definition is the primary tool used to evaluate the public testimony received during the initial hearing.

The second definition is used to evaluate the reasonableness of meeting those requests. State law (PUC Section 994015(c)) has been modified to clarify that..."the fact that an identified transit need cannot fully be met based on available resources shall not be the sole reason for finding that a transit need is not reasonable to meet."

Additionally, the Act specifies that..." An agency's determination of needs that are reasonable to meet shall not be made by comparing unmet transit needs with the need of streets and roads. "

I. The "unmet needs" definition adopted by Council of San Benito County Governments:

"Unmet needs are defined as expressed or identified needs of a significant segment of the community for public transportation services to meet basic mobility needs which are not currently being met through existing transit services or other means of transportation.

Included, at a minimum, are those public transportation or specialized services that are identified in the Regional Transportation Plan, Short Range Transit Plan and/or Transit Development Plan, which have not been implemented or funded."

II. The "unmet needs" threshold criteria adopted by the Council of San Benito County Governments:

The following criteria must be true for the COG to consider a request an "unmet need". If a request **fails** to satisfy any of the criteria below, the request is **not** an unmet need.

1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.
2. Sufficient *broad-based* community support exists.
3. Request is a *current* rather than *future* need.
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.)

III. Adopted Definition of "Transit Needs That Are Reasonable To Meet Determination."

In making the reasonableness determination, an analysis will be conducted on existing transit services, available options, likely demand and general costs based on similar services in the area and available studies. Once completed, the following criteria shall be considered.

REASONABLE TO MEET CRITERIA

In making a reasonableness determination, an analysis will be conducted on existing transit services, available options, likely demand and general costs based on similar services in the area and available studies. An Unmet Transit Need would be considered reasonable to meet if the proposed service is in general compliance with the following criteria:

A. EQUITY

The proposed service would:

1. Benefit the general public.
2. Not unreasonably discriminate against nor favor any particular area or segment of the community at the exclusion of any other.
3. Not result in adversely affect existing services in other parts of the transit system that have an equal or higher priority immediately or within the foreseeable future.
4. Require a subsidy per passenger generally equivalent to other parts of the transit system, unless overriding reasons so justify.

B. TIMING

The proposed service would:

1. Be in response to an existing rather than a future need.
2. Be implemented consistent with federal, state, or regional funding approval schedules, if such funds are the most appropriate primary method of funding.

C. COST EFFECTIVENESS

The proposed service would:

1. Not cause the responsible operator or service claimant to incur expenses in excess of the maximum allocated funds.
2. Not set a precedent for other service expansions without a reasonable expectation of available funding.
3. Have available funding on a long-term basis to maintain the service.

D. SYSTEM PERFORMANCE

1. The efficiency of the new, expanded or revised transit service, excluding specialized transportation services, shall be measured on efficiency, such as:
 - Cost per passenger trip,
 - Cost per vehicle service hour,
 - Passenger trips per vehicle service hour,
 - Passenger trips per service mile,
 - On-time performance.
2. The proposed service would have a reasonable expectation of future increase in ridership.

E. OPERATIONAL FEASIBILITY

1. The new, expanded or revised transit service must be safe to operate and there must be adequate roadways and turnouts for transit vehicles.
2. The new service would be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds.
3. The new service would have the available maintenance staff to cover the additional vehicle maintenance hours incurred as a result of the proposed service.

F. COMMUNITY ACCEPTANCE

A significant level of community support exists for the public subsidy of transit services designed to address the unmet transit need. Including but not limited to, community groups, community leaders, and community meetings reflecting support for the unmet transit need.

G. ADA CONFORMITY

The new, expanded or modified service, excluding specialized transportation services, would conform to the requirements of the Americans with Disabilities Act. The COG shall consider the financial impact on the TDA claimant if complementary paratransit services are required as a result of the new, expanded, or modified service.

H. OTHER FACTORS

Other specific, formulated components that COG determines to affect the reasonableness of meeting an unmet transit need.

2023 Unmet Transit Needs Report
For Implementation in FY 2023/2024

County Express								
No.	Media	Language	Service	Comment Category	Public Comment	Determination	Reasonable To Meet Criteria	COG Response
1	Bus Survey	English	Intercounty	Gap in Service	They need to have more flexible schedule going to Gilroy on the morning and evening. They need to provide better services to other people the used. More schedule on winter time.	Unmet Transit Need: Reasonable to Meet	Not applicable	The Short Range Transit Plan provides an analysis of transit services recommendations that factor capital and financial feasibility for all service improvements. Specifically, the Plan identifies additional and direct transit services between Hollister and Gilroy. The Local Transportation Authority is able accommodate this request with existing revenue sources. However, as a national trend, transit agencies are experiencing post COVID transit driver shortages. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.
2	Bus Survey	English	Unknown	Customer Service	Have better bus drivers, be more kind with the passengers. Your bus drivers ask to many questions to people.	Not an Unmet Transit Need	Not applicable	Thank you for your feedback, the matter has been addressed with the MV Transportation General Manager.
3	Bus Survey	English	Unknown	Other	Car Service	Unmet Transit Need: Reasonable to Meet	Not applicable	N/A
4	Bus Survey	English	Intercounty	Operational	A bus with more seats on the Intercounty line in the morning. Specifically leaving Hollister around 7 AM. There have been times when there are 17-25 people on the bus that can really only fit 16. Its unsafe.	Not an Unmet Transit Need	Not applicable	County Express implemented a shadow bus, which is a secondary vehicle to accommodate additional ridership overflow.
5	Email	English	Intercounty	Other	Can you please send me a brief description of transit routes/schedules for the service to SJB? And any routes that use 156 that do not stop in SJB?	Not an Unmet Transit Need	Not applicable	A summary of local transit services was provided.
6	Email	English	Intercounty	Gap in Service	More service for those taking night classes at Gavilan College. I am most interested in any route to Gavilan College.	Not an Unmet Transit Need	Not applicable	The Local Transportation Authority has not received requests for evening transit services to and from Gavilan College. During the Short range Transit Plan outreach, the request for evening transit services to and from Gavilan College was not identified as a need.

No.	Media	Language	Service	Comment Category	Public Comment	Determination	Reasonable To Meet Criteria	COG Response
7	Bus Survey	English	Intercounty	Gap in Service	A bus that goes to Salinas, Santa Cruz, Watsonville, and to go to Gilroy. Also San Jose. Make it as a Caltrain because we have appointments out of town. We can't make it. No bus no transportation.	Unmet Transit Need: Not Reasonable to Meet	Cost Effectiveness	The Short Range Transit Plan provides an analysis of transit services recommendations that factor capital and financial feasibility for all service improvements. The Short Range Transit Plan analyzed the feasibility of services to Salinas, Santa Cruz, and Watsonville. The Plan does not identify services to the above-mentioned cities as feasible options for services expansion due to the LTA's available and projected revenue sources. During the outreach process, the LTA did not receive community requests for services to Salinas, Santa Cruz, or Watsonville.
8	Online Survey	English	Unknown	Operational	Disband all service except to Gavilan & Caltrain	Not an Unmet Transit Need	Not applicable	The purpose of the Unmet Transit Needs process is to solicit feedback on service gaps.
9	Online Survey	English	Intercounty	Gap in Service	There needs to be much higher frequency of the bus stopping at all stops for all services as much as possible. This will help get more people out of cars and alleviate the traffic issues we all deal with going in and out of town on Hwy 25 and Hwy 156. From what I understand the long term goal of the VTA in Santa Clara county for all their mass transit services they are looking to increase frequency up to 15 min or less. Suburbs such as our county in other European countries have service at all their stops sometimes as frequent as five minutes which means the only people using their cars are the people that absolutely have to. This also saves people a lot more money versus having to rely strictly on car-based transportation. This also has a very positive environmental impact.	Unmet Transit Need: Reasonable to Meet	Not applicable	The Short Range Transit Plan provides an analysis of transit services recommendations that factor capital and financial feasibility for all service improvements. Specifically, the Plan identifies additional and direct transit services between Hollister and Gilroy. The Local Transportation Authority is able accommodate this request with existing revenue sources. However, as a national trend, transit agencies are experiencing post COVID transit driver shortages. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.
10	Online Survey	English	Unknown	Operational	Add a stop by Glenview Dr. / Enterprise area. Enterprise ends into Valley View Park. Please consider adding a stop close the park.	Not an Unmet Transit Need	Not applicable	County Express has implemented a flag stop at this and other locations. In public transport, a flag stop is a stop at which buses stop only on request and contingent operational safety.

No.	Media	Language	Service	Comment Category	Public Comment	Determination	Reasonable To Meet Criteria	COG Response
11	Online Survey	English	Dial-a-Ride	Operational	Increase frequency, weekend service.	Unmet Transit Need: Reasonable to Meet	Not applicable	The Local Transportation Authority (LTA) provides weekend transit services. On Saturdays both pre-scheduled Dial-A-ride and Intercounty service to Gilroy is available, however only Intercounty is available on Sundays. The LTA is able accommodate this request with existing revenue sources. However, as a national trend, transit agencies are experiencing post COVID transit driver shortages. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.
12	Bus Survey	English	On-Demand	Operational	Return of On-Demand service.	Not an Unmet Transit Need	Not applicable	The On-Demand service is a pilot program that was implemented during COVID similar to Dial-A-Ride services. On-demand is a shared-ride, public transit service within the City of Hollister. Riders can book a trip through our app or call dispatch and ride in ADA-accessible vehicles with our trained drivers at a fraction of the cost of traditional rideshare apps. Currently, riders have the option to book Dial-A-ride services. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.
13	Other	English	Intercounty	Gap in Service	SB County to Monterey.	Unmet Transit Need: Not Reasonable to Meet	Not applicable	The Short Range Transit Plan provides an analysis of transit services recommendations that factor capital and financial feasibility for all service improvements. The Short Range Transit Plan analyzed the feasibility of services to Monterey County. The Plan does not identify services to Monterey County as feasible options for services expansion due to the LTA's available and projected revenue sources. During the outreach process, the LTA did not receive community requests for services to Monterey County.

No.	Media	Language	Service	Comment Category	Public Comment	Determination	Reasonable To Meet Criteria	COG Response
14	Other	English	Unknown	Gap in Service	Expanded Fixed Route: Red Line + Blue Line merge. For those without cell phone access.	Unmet Transit Need: Reasonable to Meet	Not applicable	The Short Range Transit Plan identifies the restoration of the Hollister Fixed Route service. The Hollister Fixed Route service operated two large loop routes in opposite directions around a single municipal loop. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.
15	Other	English	Unknown	Customer Service	Maybe a county PSA. A lot of people from San Jose who have moved here are unaware of DAR that think its only for MD appointments. They have asked questions on how to schedule etc.	Not an Unmet Transit Need	Not applicable	The Local Transportation Authority conducts ongoing marketing of the services. With the implementation of the Short Range Transit Plan, staff will implement the Marketing Plan of improved outreach strategies.
16	Bus Survey	Spanish	Paratransit	Customer Service	I, Maria Reyes, am very grateful that through this service that they offer, I have been able to carry out my work for 20 seasons through the bus and I hope they lay more foundations so that Hollister continues to grow.	Not an Unmet Transit Need	Not applicable	Thank you for our comment.
17	Bus Survey	Spanish	Dial-a-Ride	Customer Service	Need more drivers with kindness.	Not an Unmet Transit Need	Not applicable	The comment regarding "more drivers with kindness" has been addressed with the County Express General Manager.
18	Bus Survey	English	Intercounty	Gap in Service	Also better schedules to Gilroy in the mornings and in the afternoons during the winter time, you have to favor other people who use the bus. Not only for school students when it is closed (no classes).	Unmet Transit Need: Reasonable to Meet	Not applicable	The Short Range Transit Plan provides an analysis of transit services recommendations that factor capital and financial feasibility for all service improvements. Specifically, the Plan identifies additional and direct transit services between Hollister and Gilroy. The Local Transportation Authority is able accommodate this request with existing revenue sources. However, as a national trend, transit agencies are experiencing post COVID transit driver shortages. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.

No.	Media	Language	Service	Comment Category	Public Comment	Determination	Reasonable To Meet Criteria	COG Response
19	Online Survey	Spanish	Intercounty	Gap in Service	More service on the weekend for people who do not drive but have to go buy supplies or just go out.	Unmet Transit Need: Reasonable to Meet	Not applicable	The Short Range Transit Plan provides an analysis of transit services recommendations that factor capital and financial feasibility for all service improvements. Specifically, the Plan identifies additional and direct transit services between Hollister and Gilroy. The Local Transportation Authority is able accommodate this request with existing revenue sources. However, as a national trend, transit agencies are experiencing post COVID transit driver shortages. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.
20	Online Survey	English	Unknown	Customer Service	Announce in some way and promote the service so that more people find out that we can return without spending many hours in between buses.	Not an Unmet Transit Need	Not applicable	The Local Transportation Authority conducts ongoing marketing of the services. With the implementation of the Short Range Transit Plan, staff will implement the Marketing Plan of improved outreach strategies.
21	Online Survey	Spanish	On-Demand	Gap in Service	The service where there was the same day and then they sent the service that same day [reinstate On-Demand service].	Unmet Transit Need: Reasonable to Meet	Not applicable	The On-Demand service is a pilot program that was implemented during COVID similar to Dial-A-Ride services. On-demand is a shared-ride, public transit service within the City of Hollister. Riders can book a trip through our app or call dispatch and ride in ADA-accessible vehicles with our trained drivers at a fraction of the cost of traditional rideshare apps. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.
22	Online Survey	Spanish	Unknown	Gap in Service	Red Line	Unmet Transit Need: Reasonable to Meet	Not applicable	The Short Range Transit Plan identifies the restoration of the Hollister Fixed Route service. The Hollister Fixed Route service operated two large loop routes in opposite directions around a single municipal loop. All future services will be implemented dependent on available drivers. MV Transportation, County Express' contracted operator, currently employs 13 drivers, three are on Leave of Absence. In order to implement the Short Range Transit Plan, seven additional drivers are needed. MV Transportation is actively recruiting drivers.



STAFF REPORT

Informational

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: April 20, 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

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 - Spring/ Summer 2025	\$75.9 million	STIP/Local	Terry Thompson	Teichert Construction	Continued construction activities
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	Awarded to Teichert Construction on 1/6/23 Approve Contract on 3/3/23

PROJECTS IN DEVELOPMENT

Project	Location/Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
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 APRIL 20, 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 is actively collaborating with the City's design team on inquiries regarding adjacent/affected property owners.
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	Awarded to Bortolussi & Watkin, Inc. on 3/2/23 Approve Contract on 4/4/23



PROJECT UPDATE – SAN BENITO COUNTY

PREPARED FOR THE APRIL 20, 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

CALTRANS DISTRICT 5 CONSTRUCTION PROJECTS REPORT

1. SR 156 / SR 25 Turbo Roundabout Project
2. Highway 156 Improvement Project
3. Highway 25 Curve Alignment Restoration
4. Highway 25 Expressway Conversion
5. U.S 101 Southbound Connector Extension
6. SR 156/Alameda EB Right-Turn Channelization
7. Hollister Clean CA
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