



**AGENDA
REGULAR MEETING
LOCAL TRANSPORTATION AUTHORITY**

DATE: Thursday, February 19, 2026
4:00 P.M.

LOCATION: County Board of Supervisors Chambers
481 Fourth Street
Hollister, CA 95023

DIRECTORS: Ignacio Velazquez, Chair (County of San Benito)
Roxanne Stephens, Vice-Chair (City of Hollister)
Jackie Morris-Lopez (City of San Juan Bautista)
Rolan Resendiz (City of Hollister)
Kollin Kosmicki (County of San Benito)

ALTERNATES: San Benito County: Dom Zanger
City of San Juan Bautista: Scott Freels
City of Hollister: Rudy Picha

NOTICE OF PROCEDURES FOR LOCAL TRANSPORTATION AUTHORITY 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: 863-1237-3959 and Passcode: 420370

*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 3. Public Comment.***

1. CALL TO ORDER

2. Verification of Certificate of Posting

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

CONSENT AGENDA:

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

4. APPROVE Local Transportation Authority Regular Meeting Action Minutes Dated January 15, 2026 – Gomez

ACTION ITEMS:

5. FY 24-25 Year End Budget Report – Aceves
 - a. RECEIVE FY 24-25 Year End Budget Report
 - b. APPROVE Budget Adjustments 24-25-06 and 24-25-10

Adjourn to LTA Meeting on March 19, 2026. Agenda deadline is March 3, 2026, at 12:00 p.m.

In compliance with the Americans with Disabilities Act (ADA), if requested, the Agenda can be made available in appropriate alternative formats to persons with a disability. If an individual wishes to request an alternative agenda format, please contact the Clerk of the Council four (4) days prior to the meeting at (831) 637-7665. The Local Transportation Authority Board of Directors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Board's office at (831) 637-7665 at least 48 hours before the meeting to enable the Council of Governments to make reasonable arrangements to ensure accessibility.

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 Local Transportation Authority on February 19, 2026, at 4:00 P.M. was posted at the following locations freely accessible to the public:

The front entrance of the San Benito County Administration Building, 481 Fourth Street Hollister, CA 95023, and the Council of Governments Office, 650 San Benito St., Ste. 120, Hollister, CA 95023, at the following date and time:

On the 13th day of February 2026, 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, LTA Board, Meeting Schedule

I, Norma Aceves, swear under penalty of perjury that the foregoing is true and correct.

Monica Gomez

BY: _____
Monica Gomez, Secretary II
Council of San Benito County Governments

San Benito County
LOCAL TRANSPORTATION AUTHORITY
REGULAR MEETING
Board of Supervisors Chambers, 481 Fourth Street, Hollister, CA 95023, Zoom Platform
January 15, 2026, at 4:00 P.M.

ACTION MINUTES

MEMBERS PRESENT:

Chair Ignacio Velazquez, Vice Chair Roxanne Stephens, Director Jackie Morris-Lopez, Director Kollin Kosmicki, Director Rolan Resendiz.

MEMBERS ABSENT:

None.

STAFF PRESENT:

Executive Director; Binu Abraham, Office Assistant; Griselda Arevalo; Secretary; Monica Gomez, SBCOG Legal Counsel; Osman Mufti (via-Zoom).

1. CALL TO ORDER:

Chair Velazquez called the meeting to order at 4:38 p.m.

2. CERTIFICATE OF POSTING

Motion made to acknowledge Certificate of Posting:

Motion: Director Kosmicki Second: Director Stephens

Motion carried: 5/0

Yes: Velazquez, Stephens, Kosmicki, Morris-Lopez, Resendiz

No: None

Recused: None

Abstention: None

Absent: None

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

There was public comment received from Stephen Rosati.

ACTION ITEMS:

4. HOLD Nomination and Election of San Benito County Local Transportation Authority (LTA) Chair and Vice Chairperson for the 2026 Meeting Calendar.

Motion made to Elect Ignacio Velazquez as LTA Chairperson and Roxanne Stephens as LTA Vice Chairperson for 2026:

Motion: Director Kosmicki Second: Director Morris-Lopez
Motion carried: 5/0
Yes: Velazquez, Stephens, Morris-Lopez, Kosmicki, Resendiz
No: None
Recused: None
Abstention: None
Absent: None

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.)

5. APPROVE Local Transportation Authority Regular Meeting Action Minutes Dated November 20, 2025
– Gomez

There was no public comment on the Consent Agenda.

Motion made to approve the Consent Agenda Item 5:

Motion: Director Kosmicki Second: Director Resendiz
Motion carried: 5/0
Yes: Velazquez, Stephens, Morris-Lopez, Kosmicki, Resendiz
No: None
Recused: None
Abstention: None
Absent: None

ADJOURNMENT:

There being no further business to discuss, Director Kosmicki motioned to adjourn at 4:46 p.m.

Motion seconded by Director Morris-Lopez.

Motion carried: 5/0
Yes: Velazquez, Stephens, Morris-Lopez, Kosmicki, Resendiz
No: None
Recused: None
Abstention: None
Absent: None

ADJOURN TO LTA MEETING FEBRUARY 19, 2026, AT 4:00 P.M.



STAFF REPORT

Action

Prepared By: Norma Aceves, Administrative Services Specialist

Subject: FY 24-25 Year End Budget Report

Agenda Item No. 5

Approved By: Binu Abraham, Executive Director

Meeting Date: February 19, 2026

Recommendation:

- a. Receive FY 24-25 Year End Budget Report
- b. Approve Budget Adjustments 24-25-06 and 24-25-10.

Summary:

The Year End Budget Report summarizes revenues and expenditures as of June 30, 2025.

Background/ Discussion:

Staff has prepared an end-of-year update on the fiscal performance of the Local Transportation Authority (LTA), summarizing revenues and expenditures for the Board's review. The attached report outlines financial activity for Fiscal Year (FY) 2025, covering the period from July 1, 2024, through June 30, 2025.

The FY 24–25 Year-End Budget Report is being presented later than usual due to the timing of the receipt of interest revenue information. Once the final revenue figures became available, staff focused on incorporating the information into the year-end audit in order to meet the December and January audit deadlines. Presentation of this report followed the completion of those audit requirements.

Throughout the year, staff conduct quarterly reviews and analyses of the Trial Balances to identify and correct any errors. Following these reviews, staff prepares a budget report and evaluate whether budget adjustments or transfers are needed to align the budget with actual revenues and expenditures.

Each quarter, staff review the Trial Balances to check for any errors or needed corrections. After the review, a budget report is prepared to see if any budget changes are needed to match actual revenues and expenses.

During the year, staff made some small budget adjustments, which were approved by the Executive Director, as allowed by the Purchasing and Budget Policy. Any adjustments over \$50,000 require approval from the Board.

Financial Impact:

The following budget adjustments are attached for the Boards review and approval:

PTMISEA- Carry over PTMISEA funds from the previous year and increase the expenditure budget to complete the project.

LTA- LTA ended the year within budget. Minor adjustments were made throughout the year to address line-item overages and shortages. This budget adjustment is being presented to the Board for acknowledgement only of a revenue swap. Although operations remained within budget, the anticipated FTA 5311 revenue of \$335,000 was used as it was drawn down the previous fiscal year. Instead, TDA funds totaling \$214,593 were used. The LTA closed the fiscal year under budget.

Attachment:

1. Budget Adjustments 24-25-06 and 24-25-10
2. FY 24-25 Year End Budget Report

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

24-25-06

Please Indicate Type:

Fiscal Year: FY 24-25

Department: PTMISEA

Org Key: 628.95.7400

☒

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>
628.95.7400	551.401	PTMISEA Carryover		\$ 42,461.00
628.95.7400	619.258	Special Department Expense- PTMISEA		\$ 42,461.00
Total			\$ -	\$ 84,922.00

Comments:

Carry over PTMISEA funds from the previous year and increase the expenditure budget to complete the project.

Submitted: Norma Aceves 06/30/2025
Date

Verification of
Sufficient Funds: *Norma Aceves* 06/30/2025
Administrative Services Specialist Date

Approval: *Binu Abraham* 2/11/2026
Executive Director Date

Approval by COG Board

Date

Attested:

Clerk of the Board: _____

Vote: _____ Yes _____ No

JE# BUDGET ADJUSTMENTS

Council of San Benito County Governments
BUDGET ADJUSTMENT/TRANSFER

24-25-10

Please Indicate Type:

Fiscal Year: FY 24-25

☐

Appropriation/Est. Revenue Increase
(Requires Board Approval)

Department: LTA

☐

Org Key: 627.95.7320/21

☒

**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/Increase</u>
627.95.7320/21	619.25	Contracts	-22494
627.95.7320/21	619.154	Maintenance of Equip - Oil and Gas	-22565.55
627.95.7320/21	619.132	Communications	-9955
627.95.7320/21	619.268	Special Dept Expense - Other	-9711
627.95.7320/21	619.18	Public and Legal Notices	-3750
627.95.7320/21	619.152	Maintenance of Equipment	3817
627.95.7320/21	619.2	Travel Transportation	-175
627.95.7320/21	619.28	Marketing x	-1541
627.95.7320/21	619.142	Computer Hardware	-500
627.95.7320/21	619.14	Computer Supplies	-300
627.95.7320/21	645.701	General Insurance	-184
627.95.7320/21	619.166	Membership Dues x	-160
627.95.7320/21	619.13	Clothing and Safety	-95
627.95.7320/21	619.174	Supplies x	73.46
627.95.7320/21	619.19	Small Tools x	158.88
627.95.7320/21	619.176	Special Project Supplies x	218
627.95.7320/21	619.202	Gas and Oil	795
627.95.7320/21	619.158	Maint of Structures and Grounds	1803.25
627.95.7320/21	619.138	Computer Maintenance	9867
627.95.7320/21	619.21	Professional Service - Legal x	13826
627.95.7320/21	649.101	Cost Plan	18377.5
627.95.7320/21	556.301	FTA 5311 ARPA	-335000
627.95.7320/21	576.012	Operating Transfers LTF	214593

Comments:

LTA ended the year within budget. Minor adjustments were made throughout the year to address line-item overages and shortages. This budget adjustment is being presented to the Board for acknowledgement only. Although operations remained within budget, the anticipated FTA 5311 revenue of \$335,000 was not utilized. Instead, TDA funds totaling \$214,593 were used. The full \$335,000 of TDA was not drawn down because it was not needed, as LTA closed the fiscal year under budget.

Submitted: Norma Aceves

6/30/2025
Date

Verification of
Sufficient Funds: *Norma Aceves*
Administrative Services Specialist

6/30/2025
Date

Approval: *Biru Abraham*
Executive Director

2/11/2026
Date

Approval by COG Board

Date

Attested:

Clerk of the Board: _____

Vote: _____ Yes _____ No

Local Transportation Authority-(627.7320 627.7321)
Fourth Quarter Budget Report
FY 2024/25

FISCAL SUMMARY	Budgeted FY 24/25	Actual as of 6/30/2025	Balance FY 24/25	Projected % 100%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	433,593	413,893	19,700	100%	95.46%
Services & Supplies	420,700	420,701	(1)	100%	100.00%
Contracts	2,037,171	1,921,588	115,583	100%	94.33%
Capital	427,455	413,505	13,950	100%	96.74%
Other	-	-	-	100%	
TOTAL EXPENDITURES	\$3,318,919	3,169,686	\$149,233	100%	95.50%
<u>REVENUES</u>					
Revenues	3,198,512	3,165,783	(32,729)	100%	98.98%
Operating Transfers	-	-	-	-	-
TOTAL REVENUE	\$3,198,512	\$3,165,783	(32,729)	100%	98.98%
TOTAL FUND BALANCE	(\$120,407)	(\$3,903)			
	Equip. Trf				
		(\$3,903)			

Local Transportation Authority-(627.7320 627.7321)

Fourth Quarter Budget Report

FY 2024/25

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 24/25	6/30/2025	FY 24/25	100%	
541.001	Interest ST		3,234	3,234	100%	
541.001	Interest	6,500	(26,715)	(33,215)	100%	-411.00%
551.113	Mis (FTA 5311 Operating Assistance)		-	-	100%	
551.113	FTA 5310 (Out of county med.)	31,250	-	(31,250)	100%	0.00%
551.113	FTA 5310 (Traditional)		-	-	100%	
551.401	Low Carbon Transit Operations Program	177,876	176,676	(1,200)	100%	99.33%
551.113	STA SB1		-	-	100%	
551.113	FTA 5311 CRRSSA	299,060	299,060	-	100%	100.00%
576.012	SGR Transfer In		-	-	100%	
556.301	FTA 5311	530,148	530,148	-	100%	56.41%
556.301	FTA 5311 ARPA	-	-	-	100%	
556.301	FTA 5311 -f		129,166	129,166	100%	
562.803	County Express Fares	93,750	116,919	23,169	100%	124.71%
570.001	Other Rev Other Sales Ad Space	12,000	16,963	4,963	100%	141.36%
570.003	Other Rev Sales Revenue Sales of FA		3,374	3,374	100%	
576.012	Transfer from Trust STA	1,227,008	1096038	(130,970)	100%	89.33%
576.012	Transfer from Trust LTF	820,920	820,920	-	100%	100.00%
TOTAL		3,198,512	3,165,783	(32,729)	100%	98.98%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 24/25	6/30/2025	FY 24/25	100%	
Personnel						
610.101	Salaries	433,593	413,893	19,700	100%	95.46%
Total		433,593	413,893	19,700	100%	95.46%
Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-	100%	
619.130	Clothing and Safety	1,505	1,505	-	100%	100.00%
619.132	Communications	2,045	2,045	-	100%	100.00%
619.138	Computer Maintenance	11,367	11,367	-	100%	100.00%
619.140	Computer Supplies	-	-	-	100%	
619.142	Computer Hardware	-	-	-	100%	
645.701	General Insurance	19,223	19,223	-	100%	100.00%
619.152	Maintenance of Equipment	91,311	91,311	-	100%	100.00%
619.154	Maintenance of Equip - Oil and Gas	237,434	237,434	(0)	100%	100.00%
619.158	Maint of Structures and Grounds	2,303	2,303	(0)	100%	100.01%
619.280	Marketing x	4,459	4,459	-	100%	100.00%
619.166	Membership Duesx	840	840	-	100%	100.00%
619.172	Postage and Delivery x	-	-	-	100%	
619.174	Supplies x	273	273	(0)	100%	100.17%
619.176	Special Project Supplies x	218	218	-	100%	100.00%
619.180	Public and Legal Notices	-	-	-	100%	
619.190	Small Tools x	184	184	0	100%	99.93%
619.194	Training	-	-	-	100%	
619.196	Travel Lodging x	-	-	-	100%	
619.200	Travel Transportation	-	-	-	100%	
619.202	Gas and Oil	795	795	-	100%	
619.210	Professional Service - Legalx	15,076	15,076	-	100%	100.00%
619.268	Special Dept Expense - Other	15,289	15,289	-	100%	100.00%
649.101	Cost Plan	18,378	18,378	1	100%	100.00%
Total		420,700	420,701	(1)	100%	100.00%
Contracts						
619.250	Special Dept Exp-Contracts	36,006	-	36,006	100%	0.00%
619.250	Special Dept Exp - Contracts	2,001,165	1,921,588	79,577	100%	96.02%
Total		2,037,171	1,921,588	115,583	100%	94.33%
Capital						
650.207	Automobiles, Trucks, Vans	427,455	413,505	13,950	100%	96.74%
650.312	Depreciation Exp	-	-	-	0%	
Total		427,455	413,505	13,950	100%	96.74%
TOTAL		3,318,919	3,169,686	149,233	100%	95.50%

*Not included are liabilities (compensated absences and depreciation expenses)

24-25-09		
619.25	Contracts	(22,494)
619.154	Maintenance of Equip - Oil and Gas	-22,566
619.132	Communications	-9,955
619.268	Special Dept Expense - Other	-9,711
619.18	Public and Legal Notices	-3,750
619.152	Maintenance of Equipment	3,817
619.2	Travel Transportation	-175
619.28	Marketing x	-1,541
619.142	Computer Hardware	-500
619.14	Computer Supplies	-300
645.701	General Insurance	-184
619.166	Membership Dues x	-160
619.13	Clothing and Safety	-95

Local Transportation Authority-(627.7320 627.7321)

Fourth Quarter Budget Report

FY 2024/25

619.174	Supplies x	73
619.19	Small Tools x	159
619.176	Special Project Supplies x	218
619.202	Gas and Oil	795
619.158	Maint of Structures and Grounds	1,803
619.138	Computer Maintenance	9,867
619.21	Professional Service - Legal x	13,826
649.101	Cost Plan	18,378
24-25-10	556.301 FTA 5311 ARPA	-335,000
	576.012 Operating Transfers LTF	214,593

PTMISEA (628.7400)
Fourth Quarter Budget Report
FY 2024/25

FISCAL SUMMARY	Budgeted FY 24/25	Actual as of 6/30/2025	Balance FY 24/25	Projected % 100%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	-	-	-		
Services & Supplies	319,869	319,869	(0)	100%	100.00%
Contracts	-	-	-		
Capital	-	-	-		
Other	-	-	-		
TOTAL EXPENDITURES	\$319,869	\$319,869	(\$0)	100%	100.00%
<u>REVENUES</u>					
Revenues	319,869	382,195	(62,326)	100%	119%
Operating Transfers	-	-	-		
TOTAL REVENUE	\$319,869	\$382,195	(\$62,326)	100%	119%
TOTAL FUND BALANCE	\$0	\$62,326			

PTMISEA (628.7400)
Fourth Quarter Budget Report
FY 2024/25

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 24/25	6/30/2025	FY 24/25	100%	
541.001	Interest Revenue		5,692	(5,692)	100%	#DIV/0!
551.401	FMV Adjustment	-		-	100%	0.00%
551.401	PTMISEA (Prop B) (carryover PY)	250,336	376,503	(126,167)	100%	0.00%
551.401	OES (Carryover Prop 1B Grants)	-			100%	0.00%
	Fund Balance (carryover previous years)	69,533		69,533	100%	0.00%
570.011	PTMISEA (Prior Yr)			-	100%	0.00%
570.011	OES (State) (Prior Yr)			-	100%	0.00%
		-		-	100%	0.00%
TOTAL		319,869	382,195	(62,326)	100%	119%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 24/25	6/30/2025	FY 24/25	100%	
Personnel						
610.101	Salaries		0	-		
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			-	100%	
619.268	Special Dept Expense - OES	319,869	319,869	(0)	100%	100.00%
619.306	Utilities			-		
645.701	General Insurance			-		
Total		319,869	319,869	(0)	100%	
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		319,869	319,869	(0)	100%	100.00%

24-25-06	551.401 PTMISEA Carryover	42,461
	619.268 Special Dept Expense - PTMISEA	42,461