CALIFORNIA VANPOOL AUTHORITY

Board of Directors
1340 North Drive * Hanford, California 93230
(559) 852-2711

Meeting Date: August 20, 2015

Time: 10:00 AM

Place: Kings County Association of Governments
CalVans office at 1340 North Drive, Hanford, CA 93230

This meeting may also be attended at the following locations:

- Association of Monterey Bay Area Governments, 147 Fourth Street, Community Room, Gonzales, CA 93936
- Fresno Council of Governments, Huron City Hall, Council Chambers, 36311 Lassen Avenue, Huron, CA 93234
- Imperial County Transportation Commission, 1405 N Imperial Ave, Suite 1, El Centro, CA 92243 and 128 Heffeman Ave., Calexico, CA 92231
- Kern Council of Governments, Conference 1401 19th Street, Board Room, Bakersfield, CA 93301, and 3000 W Cecil Avenue, Delano, CA 93216
- Madera County Transportation Commission, Citizens Business Bank, Room 101, 2001 Howard Road, Madera, CA 93637
- Merced County Association of Governments, Conference Room, 369 West 18th Street, Merced, CA 95340
- Santa Barbara County Association of Governments, Board of Supervisors Room, 105 E. Anapamu St., Fourth Floor, Santa Barbara, CA 93101
- Tulare County Association of Governments, Porterville City Hall, 291 North Main, Porterville, CA 93257
- Ventura County Transportation Commission, Conference Room, 950 County Square Drive, Suite 108, Ventura, CA 93003

The call in number for this meeting is 1-866-244-8528. Password 574681

Please note that the Brown Act requires that Board members calling in do so from one of the locations noted above. Please contact Ronald Hughes, the Executive Director, at least 72 hours before the meeting date and time if you plan on calling in from another location.

A person with a qualifying disability under the Americans with Disabilities Act of 1990 may request the Authority to provide a disability-related modification or accommodation in order to participate in any public meeting of the Authority. Such assistance includes appropriate alternative formats for the agendas and agenda packets used for any public meetings of the Authority. Requests for such assistance and for agendas and agenda packets shall be made in person, by telephone, facsimile, or written correspondence to Ron Hughes, at the office of the California Vanpool Authority, at least 48 hours before a public Authority meeting.
AGENDA

Item # Description Action

1. CALL TO ORDER

   Roll Call – Clerk of the Board

2. PUBLIC COMMENT (Unscheduled Appearances)

   The public may address the Committee on any item relevant to the Authority. To comment on an agenda item, speakers should notify the Staff member at the meeting location, when the agenda item is announced. The Staff member will indicate whether speakers are to make their comments before or after any staff comment or report. Public comment shall precede discussion of the item by the Committee. Comments by individuals and entities will be limited to five minutes or as may be reasonable as determined by the conducting officer.

3. Consent Items Action

   A. Minutes of June 11, 2015

4. System Update Information

   A. Report prepared by Rachel Golden with the Goldman School of Public Policy

5. Review and award bid for 15-passenger vans Action

6. Adjournment

Attachments:

<table>
<thead>
<tr>
<th>Item</th>
<th>Page</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>5</td>
<td>Board Minutes of June 11, 2015</td>
</tr>
<tr>
<td>B.</td>
<td>10</td>
<td>List of vendors</td>
</tr>
<tr>
<td>C</td>
<td>11</td>
<td>Rachel Golden’s Report</td>
</tr>
</tbody>
</table>
STAFF REPORT

3. Consent Items

A. Minutes of June 11, 2015

The attached minutes from the last meeting are ready for approval, pending any changes from the members.

4. System Update

B. Report prepared by Rachel Golden with the Goldman School of Public Policy

Mrs. Golden contacted Staff stating she had been asked to prepare a report on ways of improving the use of ZEVs (Zero-emission vehicles) in the San Joaquin Valley. One part of the report focuses on CalVans' farmworker drivers and the possibilities of providing them an electric-powered vehicle. It was felt that electric vehicles going to vanpool users in these communities would benefit both the CalVans program and members of the community at large. Staff provided information as the report was being prepared.

Staff has been in conversation with the Governor's Staff as well as Staff involved in the Cap and Trade funded programs. In the Governor's May revise, the Air District Staff recommended 3 million dollars for funding of electrical vehicles for agricultural vanpools. It is anticipated that this funding, which is identified in a separate bill, will be approved within the next several months.

Page 9 of the report speaks to the CalVans program, and page 10 includes a recommendation that California should invest in the expansion and electrification of the CalVans fleet.

5. Review and Award bid for 15-passenger vans

Staff has received a project award letter for funding under the AHSC (Affordable Housing and Sustainable Communities) Program. The funds are being used to purchase up to 80 15-passenger vans for replacement and expansion. Staff published a Request for Proposals on July 20th and sent a bid package to 28 vendors; see attached list. The bid contained two options, one for vans used by general vanpool riders and one for the agricultural worker. The main difference is Option 1 has cloth seats and carpeting, while Option 2 has vinyl seats and flooring.

A letter of introduction was included with time set aside for call-in questions. No one took advantage of the time to call-in. However, four vendors did call and three of them submitted bids. A summary of the quotes submitted by the three bidders follows:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Option-1</th>
<th>Option-2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Three-way Chevrolet</td>
<td>$32,158.00</td>
<td>$31,704.00</td>
</tr>
<tr>
<td>Motor City Buick GMC</td>
<td>$32,110.71</td>
<td>$31,656.63</td>
</tr>
<tr>
<td>Kellers Motors</td>
<td>$31,524.85</td>
<td>$31,561.18</td>
</tr>
</tbody>
</table>
The bid was close with the lowest bid from Keller Motors being $585.86 and $95.45 under the next lowest bidder.

Staff is recommending that the purchase of up to 80 vehicles with option 2 be made from Kellers Motors for the price quoted in their bid.

Staff is moving quickly on this item to avoid a repeat of last year when all orders were closed in early October due to lack of capacity at the GM plant. Staff is working to get in the front of the order line this year.
California Vanpool Authority
(CalVans)

Minutes of Board Meeting

A regular meeting of the California Vanpool Authority was called to order by Joe Neves, Board member at 10:00 a.m. on May 14, 2015 in the conference room of CalVans, 1340 North Drive, Hanford, CA. 93230

California Vanpool Authority Members

AMBAG – Association of Monterey Bay Area Governments
Fresno COG – Fresno Council of Governments
ICTC – Imperial County Transportation Commission
KCAG – Kings County Association of Governments
Kern COG – Kern Council of Governments
MCTC – Madera County Transportation Commission
MCAG – Merced County Association of Governments
SBCAG – Santa Barbara County Association of Governments
TCAG – Tulare County Association of Governments
VCTC – Ventura County Transportation Commission

1. CALL TO ORDER
Roll Call – Clerk of the Board

Directors present:
AMBAG Scott Funk
Fresno COG Sylvia Chavez
Kern COG Cheryl Wegman
KCAG Joe Neves
MCAG Jerry O’Banion
MCTC Robert Poythress

Primary
Primary
Primary
Primary
Primary

Directors absent:
ICTC Maritza Hurtado
SBCAG Jim Richardson
TCAG Cameron Hamilton
VCTC James White

Primary
Primary
Primary
Primary

Counsel present: Zack Smith

Staff/Visitors in attendance:
Ron Hughes, Georgina Cardenas, Baldev Randhawa, Susie Nava and Cecelia Marquez from CalVans.

Also in attendance were Terri King, Sandra Scherr, Steve DeGeorge, Bob Snoddy and Susanne Campbell.
2. UNSCHEDULED APPEARANCES:
No unscheduled appearances.

3. CONSENT CALENDAR:
A). Minutes of March 12, 2015 B). Resolution Authorizing Submittal of AHSC (Affordable Housing and Sustainable Communities) grant C). CalVans' Title VI Plan and Resolution

A motion was made by Commissioner Poythress and seconded by Commissioner Chavez to approve: A). Minutes of March 12, 2015 B). Resolution Authorizing Submittal of AHSC (Affordable Housing Sustainable Communities) grant, Item C was pulled from agenda.

AYES: Commissioners Chavez, Funk, Neves, Poythress, O'Banion, Wegman
NOES: None
ABSENT: Commissioners Hamilton, Hurtado, Richardson, White

4. SYSTEM UPDATE
   A. REVIEW BY REGION
   Ron reported that most of the vans have returned from the Imperial/Yuma area to the Salinas Valley, Tehachapi area and the south part of the San Joaquin Valley. Most of the vans that returned to the Salinas Valley are receiving vouchers from their employers. The growers/contractors are providing vouchers to ensure a stable workforce and insure compliance with farm labor laws involving licensed drivers and vehicle insurance.
   Ron reported that since October, CalVans has been sending data information each month to AMBAG. AMBAG has been using their GIS system to track all van movement in the Salinas Valley on a monthly basis. They will take the data for the entire year and plot the movement and pattern of vehicles in the Salinas Valley going forward.

   Several Imperial Valley growers have expressed support and thanked staff for bringing the program to Imperial. They appreciate the ability to move their crews from Imperial to other CalVans areas for work during the summer months. In the next month, CalVans will begin doing outreach focusing on the general vanpools in the area.

   The Santa Maria, Ventura, Oxnard and Thousand Oaks areas have been successful in the general vanpools. General vanpools have gone from 3 to 7 with the addition of three new companies serving farmworkers. Cal Coast Harvesting, Rio Farms and Solimar made the move after seeing us in the area over the past several years with two of the companies providing vouchers.

   In the San Joaquin Valley, the major vanpool activity is in an area bound by Huron, Fresno, and Visalia. Most of the vans in this area were motivated by the Measure C support provided to Fresno County residents. In the past
Fresno Rural Transit Agency has purchased vans for Fresno County residents. They purchased 40 general vanpools and 40 farm labor vanpools. This year Fresno Rural Transit Agency will be purchasing additional vans for the area.

General vanpools in the Bakersfield area have increased due to people leaving illegal vehicles to join our program. CalVans is still in the process of recruiting someone to work in the Bakersfield area.

Unlike most of south valley work trips, Merced residents are traveling north to Stockton, Sacramento or the San Francisco areas. CalVans will be working with Merced and San Joaquin Commute Connection to target vans traveling north leaving Merced. We will be using the $300 a month being offered through San Joaquin Commute Connection program and the $30 per person monthly voucher being offered by the San Joaquin Air Pollution Control District.

B. REVIEW OF FY 14/15 FUNDS GENERATED BY CALVANS NTD REPORTING
Ron stated a list of public transit agencies that CalVans reports for was attached to the agenda. The reporting generates ridership trips through the NTD reporting. The growth in funds generated has averaged about $500,000 over the past two years and should grow at about the same rate going forward.

The attachment titled "Transit reporting by transit mode" lists the transit data reported by each city as well as that reported by CalVans. Breaking down and comparing the data reported for Fresno Area Express shows vanpool revenue miles at 3.3 million about equal to Fresno’s 3.8 million.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Mode</th>
<th>Revenue Miles</th>
<th>Revenue Hours</th>
<th>Passenger Miles</th>
<th>Passenger Trips</th>
<th>Operating Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>California Vanpool Authority</td>
<td>VP</td>
<td>3,313,276</td>
<td>99,782</td>
<td>30,305,814</td>
<td>741,847</td>
<td>2,698,991</td>
</tr>
<tr>
<td>Fresno Area Express</td>
<td>DR</td>
<td>1,094,217</td>
<td>92,660</td>
<td>1,439,309</td>
<td>203,999</td>
<td>6,087,823</td>
</tr>
<tr>
<td>Fresno Area Express</td>
<td>MB</td>
<td>3,861,958</td>
<td>328,312</td>
<td>30,489,743</td>
<td>12,442,248</td>
<td>40,237,044</td>
</tr>
</tbody>
</table>

The following unit costs chart compares the Fresno Area Express MB (Fixed route) to CalVans. The first three categories are lower for CalVans and the fourth is slightly higher due to the fact that the CalVans’ trips are longer than the average fixed route trip.

<table>
<thead>
<tr>
<th>Transit Agency</th>
<th>Cost per Revenue Mile</th>
<th>Cost per Passenger Hour</th>
<th>Cost per Passenger Mile</th>
<th>Cost per Passenger Trip</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fresno Area Express</td>
<td>$ 10.42</td>
<td>$ 122.56</td>
<td>$ 1.32</td>
<td>$ 3.23</td>
</tr>
<tr>
<td>California Vanpool Authority</td>
<td>$ 0.81</td>
<td>$ 27.05</td>
<td>$ 0.09</td>
<td>$ 3.64</td>
</tr>
<tr>
<td>Difference in Cost</td>
<td>$ 9.60</td>
<td>$ 95.51</td>
<td>$ 1.23</td>
<td>$ (0.40)</td>
</tr>
</tbody>
</table>
5. REVIEW DRAFT LETTER ADDRESSING ISSUES RAISED BY KCAG.
Staff received a letter from Kings County Association of Governments expressing a number of concerns related to the CalVans operation. The primary concern is competing with its member agencies for state or federal funds that the member agencies are or could be receiving. This concern stems from the fact that CalVans will become a recipient of State Transit Funds due to the recent requirement that it begin reporting to the State Controller’s office.

Staff received notification last August that the agency was to submit its report to the Controller’s office by September 29th. When Staff inquired about submitting a report when CalVans was established, Staff was told that it was not needed.

Staff has informed the Board in prior meetings of the reporting requirement and the fact that the reporting could result in STA funds being identified for CalVans. At this time, Staff has not seen this reflected in any STA reports, but was told it may be reflected in the Controller’s August 2015 report. The information submitted by CalVans reflects all of its member’s jurisdictions.
Ron stated that CalVans is reporting in Kings County because that is where our main office is located. The report will show the City of Corcoran, KCAPTA (Kings County Area Public Transit Agency) and CalVans. The City of Corcoran and KCAPTA receive around $80,000 and $600,000. CalVans may see from 1 to 2 million in STA funds. The STA fund totals $33 million and is expected to increase next year to $83 million with the addition of $50 million in Cap and Trade funds.

The draft letter provides a more detailed response, outlining the direct and indirect benefits resulting from the CalVans operations. Also provided was a letter from CalVans’ attorney D. Zackary Smith concluding that KCAG is legally required to allocate any STA funds identified for CalVans and does not violate CalVans’ JPA agreement.

Ron stated the only solution to get around this would be to disband as a public agency and become a private agency eliminating our requirement to report NTD data to the Federal government.

Staff recommended that the draft letter be approved and forwarded to KCAG with copies going to each of the member agencies.

A motion was made by Commissioner Poythress and seconded by Commissioner Funk to approve the draft letter addressing issues raised by KCAG:

AYES: Commissioners Chavez, Funk, Neves, Poythress, O’Banion, Wegman
NOES: None
ABSENT: Commissioners Hamilton, Hurtado, Richardson, White

6. REVIEW OF PRESENT YEAR EXPENDITURES.
Ron stated that an updated breakdown of FY 14/15 was included in the agenda packet based on an accrual bases. Overall expenses are at 71% while revenues are at 69%. The 2% will be less by the end of the year as farm labor vanpool activity peaks during the summer months. Professional and special services is one area where costs were higher due to installation related to upgrading from 2G to 4G technology on all vehicle radios this past year. CalVans has sufficient funds to offset the 1 to 2 percent shortfall should that be necessary.

7. REVIEW DRAFT FY 15/16 BUDGET
The FY draft 15/16 budget is along the same line as last year. Ron stated that it is a draft budget because CalVans is about a month away from getting notification on one, possibly two grants. One grant is for a carshare program and the other is for up to 100 new farm labor vehicles. Both grants total slightly over 4 million and will require some modification to the final budget.
The Administration (9170) covers the general office and accounting functions.
General VP (9171) covers non-agricultural vanpool activity, with the biggest expense being fuel and oil. Agricultural (9172) covers all agricultural vanpool activity, with the biggest expense being fuel followed by administrative allocation.

Staff recommended approval of the draft FY 15/16 budget.

A motion was made by Commissioner Chavez and seconded by Commissioner O’Banion to approve the FY 15/16 Draft Budget.

AYES: Commissioners Chavez, Funk, Neves, Poythress, O’Banion, Wegman
NOES: None
ABSENT: Commissioners Hamilton, Hurtado, Richardson, White

8. MISCELLANEOUS COMMENTS

9. NEXT MEETING DATE.
The next Board meeting is scheduled for June 11, 2015 at 10:00 a.m.

The meeting was adjourned at 10:22 a.m.

Respectfully submitted,

Ronald H. Hughes
Executive Director

3/12/2015 cm