

CALIFORNIA VANPOOL AUTHORITY

Board of Directors

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

Meeting Date: March 9, 2017

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, Chicano Youth Center, 1515 E Divisadero, Fresno CA 93721
- Imperial County Transportation Commission, 1405 N Imperial Ave, Suite 1, El Centro, CA 92243 and 128 W. 5th Street, Holtville, CA 92250
- Kern Council of Governments, Conference 1401 19th Street, Board Room, Bakersfield, CA 93301
- 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
- San Joaquin Council of Governments, 44 N. San Joaquin Street, Suite 627, Stockton, CA 95202
- Santa Barbara County Association of Governments, Supervisor's Executive Conference Room, 4th Floor, 105 E Anapamu St, 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 9300.
- San Joaquin Valley Regional Conference, 4105 W. Fig Garden Drive, Fresno CA 93772. The meeting location will be in the West Wing Conference room and will be marked.

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.

A G E N D A

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<u>Item #</u>	<u>Description</u>	<u>Action</u>
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 A. Minutes of January 12, 2017 B. List of Surplus vehicles	Action
4.	System Update A. Federal 5307 fund generation B. Air Quality Improvement Program (AQIP)Funding Projections C. Continued Outreach Efforts	Information
5.	Authorize updated Travel Policy	Action
6.	Affirm or Select new Chairman and Vice Chairman	Action
7.	Form 700 submittal	
8.	Adjournment	

Attachments:

Item	Page	Description
A.	9	Board Minutes for January 12, 2017
B	15	TAC Minutes of February 23, 2016
C.	17	AQUIP Multi Year Funding Plan
D.	18	Travel Policy
E.	23	Comparison of data reported to NTD

STAFF REPORT

3. Consent Items

A. Minutes of January 12, 2017

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

B. List of Surplus vehicles

The following list of vehicles has reached the end of their usable life and may be disposed of. Staff is recommending that they be declared surplus and disposed of at a public auction.

Year	Make	Model	Van #	Vin #	Odometer
2002	GMC	Savana	4	1GJHG39U831129732	240,451
2002	GMC	Savana	8	1GJHG39U531204354	262,479
2002	GMC	Savana	10	1GJHG39U031223796	312,570
2002	GMC	Savana	11	1GJHG39U631223155	311,390
2002	GMC	Savana	15	1GJHG39UX31231145	271,252
2003	GMC	Savana	18	1GJHG39U041126843	348,948
2004	GMC	Savana	21	1GJHG39U041157106	242,445
2004	GMC	Savana	27	1GJHG39U841153921	264,887
2004	GMC	Savana	28	1GJHG39U041153377	261,257
2004	GMC	Savana	38	1GJHG39U941187608	254,090
2004	GMC	Savana	48	1GJHG39U741201635	285,271
2005	GMC	Savana	70	1GJHG39U151105145	211,153
2005	GMC	Savana	71	1GJHG39U951106270	255,211
2005	GMC	Savana	74	1GJHG39U151105100	275,245
2005	GMC	Savana	76	1GJHG39U551106394	233,386
2005	GMC	Savana	81	1GJHG39U151106778	238,953
2005	GMC	Savana	92	1GJHG39U051157754	310,073
2006	GMC	Savana	121	1GJHG39U761106656	258,397
2006	Chev	Uplander	168	1GNDV23L56D194019	128,228
2006	GMC	Savana	697	1GJHG39U561106736	115,339
2007	GMC	Savana	643	1GJHG39U771236289	123,105
2007	GMC	Savana	646	1GJHG39U171234554	148,813
2007	GMC	Savana	647	1GJHG39U071237283	118,565
2007	GMC	Savana	648	1GJHG39U271237267	112,325
2007	GMC	Savana	652	1GJHG39U671235134	98,578
2007	GMC	Savana	653	1GJHG39U571236436	105,633
2007	GMC	Savana	655	1GJHG39U271241044	105,259
2007	GMC	Savana	656	1GJHG39U571235867	108,496
2007	GMC	Savana	657	1GJHG39U271241691	128,919
2007	GMC	Savana	661	1GJHG39U771243095	129,470
2007	GMC	Savana	662	1GJHG39U471241742	124,805
2007	GMC	Savana	663	1GJHG39U471242230	121,542
2007	GMC	Savana	669	1GJHG39U771244361	119,282
2007	GMC	Savana	670	1GJHG39U971241249	130,485
2007	GMC	Savana	673	1GJHG39U871242523	116,456

2007	GMC	Savana	674	1GJHG39U071243228	110,739
2007	GMC	Savana	680	1GJHG39U371243935	115,605
2007	GMC	Savana	681	1GJHG39U571242558	124,083
2007	GMC	Savana	682	1GJHG39U771241959	106,976
2007	GMC	Savana	683	1GJHG39U571244567	138,178
2007	GMC	Savana	705	1GJHG39U271241089	140,141
2007	GMC	Savana	706	1GJHG39U471253163	148,141
2007	GMC	Savana	707	1GJHG39U871253196	132,116
2008	Chev	Uplander	173	1GNDV23W78D133509	104,787

4. System Update

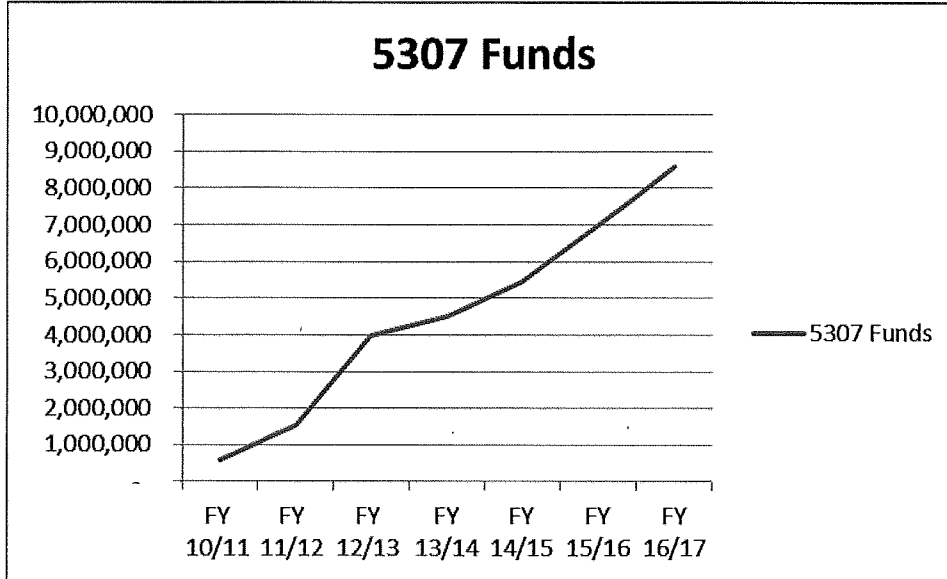
A. Federal 5307 fund generation

Staff has completed its analysis of which agencies are receiving more federal funds through the reporting of vanpool trips. The following list shows the transit agency and the amount they will be receiving this year. It also includes the total contributions since the inception of CalVans.

Transit Agency	City	Total Contributions	FY 16/17
FAX (Fresno Area Express)	Fresno	\$11,946,429	\$2,620,724
VCC (Visalia City Coach)	Visalia	5,592,047	1,537,717
KART (Kings Area Rural Transit)	Hanford	5,136,231	920,905
Porterville Transit	Porterville	1,708,070	368,362
MST (Monterey Salinas Transit)	Salinas	1,312,243	552,543
GET (Golden Empire Transit)	Bakersfield	1,310,024	396,953
Paso Robles (Paso Express)	Paso Robles	938,630	368,362
Imperial Valley Transit	El Centro	936,658	368,362
SMAT (Santa Maria Area Transit)	Santa Maria	747,226	368,362
YCAT (Yuma County Area Transit)	Yuma	747,226	368,362
Delano Area Rapid Transit (DART)	Delano	368,362	368,362
Madera Area Express (MAX)	Madera	368,362	368,362
		\$31,111,508	\$8,607,376

Year over Year Increase 1,630,570

The following graph plots the yearly increase in federal funds over time:



The following compares the ridership data reported by CalVans and Fresno Area Express (FAX). Some comparisons that stand out are Passenger Miles Traveled by each agency. Of the 63 million miles travel, more than half or 52% was in a CalVans vehicle. The efficiency of a vanpool is shown in the second graph in three of the four categories. Cost per revenue hour, revenue mile and passenger mile were all significantly lower as reported by CalVans. This lower cost is why each vanpool traveling or from Fresno UZA returns \$26,000 in Federal funds to the FAX system.

Agency Name	Vehicle Revenue Hours	Passenger Trips	Revenue Miles	Passenger Miles Traveled	Total Operating Expenses
FAX	429,036	11,493,727	5,017,673	30,582,319	\$41,098,227
CalVans	<u>84,565</u>	<u>681,639</u>	<u>2,997,671</u>	<u>32,831,065</u>	<u>\$2,457,052</u>
Total	513,601	12,175,366	8,015,344	63,413,384	\$43,555,279
% Breakdown by Agency					
FAX	84%	94%	63%	48%	94%
CalVans	16%	6%	37%	52%	6%

Agency Name	Cost Per Revenue Hour	Cost per Passenger Trip	Cost per Revenue Mile	Cost per Passenger Mile
FAX	95.79	3.58	8.19	1.34
CalVans	29.06	3.6	0.82	0.07
Total	84.8	3.58	5.43	0.69

For small UZAs (50,000 to 200,000 in population) the funding formula is different. Instead of so much per vanpool, the Federal funding is determined by efficiency points earned by the transit agency. CalVans makes from one to five points for a number of agencies served by CalVans. For an example I have selected Kings Area Rural Transit (KART). The following two graphs show the data reported by

both agencies and the resulting efficiencies. As a service provider CalVans provided significant more Revenue Miles and Passenger Miles Traveled than did KART. This is reflective of a vanpools operating structure, which provides longer trips to more remote locations. CalVans lower cost reflected in the second graph is also because of the longer vanpool trips being provided.

Agency Name	Vehicle Revenue Hours	Passenger Trips	Revenue Miles	Passenger Miles Traveled	Total Operating Expenses
KART	47,010	760,424	704,132	4,146,430	\$3,315,016
CalVans	<u>43,140</u>	<u>335,134</u>	<u>1,535,770</u>	<u>12,697,695</u>	<u>1,166,026</u>
Total	90,150	1,095,558	2,239,902	16,844,125	4,481,042
% Breakdown by Agency					
KART	52%	69%	31%	25%	74%
CalVans	48%	31%	69%	75%	26%

Agency Name	Cost Per Revenue Hour	Cost per Passenger Trip	Cost per Revenue Mile	Cost per Passenger Mile
KART	70.52	4.36	4.71	0.80
CalVans	27.03	3.48	0.76	0.09
Total	49.71	4.09	2.00	0.27

The following six measuring criteria is used to determine if a small UZA has earned one or more of the six points available. The first row lists those items being measured for each point. The second row lists the large UZA average. The third row shows the numbers listed in the 2017 Federal Register. The fourth row shows the numbers generated by the combined reporting of CalVans and KART, which in turn match the preceding row. The last row shows what would have been reported had KART been the only reporting agency.

1	Passenger Miles per Vehicle Revenue Mile	Passenger Miles per Vehicle Revenue Hour	Vehicle Revenue Mile per Capita	Vehicle Revenue Hour per Capita	Passenger Miles per Capita	Passenger Trips per Capita
2- Large UZA Av.	6.3	106	11.1	0.7	84.2	12.9
3- Federal Register 2017	7.5	186.8	25.5	1	191.5	12.5
4- With Vanpool	7.5	186.8	25.5	1	191.5	12.5
5- Without Vanpool	5.9	88.2	8	0.5	47.2	8.6

The numbers in the five highlighted squares exceed those shown in the top row, thereby earning KART five points or an additional \$920,905 in Federal funds. This extra revenue provides KART the ability to provide more transit services or to reduce the amount of Local Transportation Funds (LTF) used for transit. A reduction in the use of LAF means there is more available for street and roadway repair by the Cities and county that makes up KART.

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I have attached a report titled “Comparison of data reported by Transit Agencies and CalVans” that breaks out the data shown above for each agencies that CalVans submits passenger data for.

B. Air Quality Improvement Program (AQIP) Funding Projections

The Air Quality Improvement Program (AQIP) Funding Plan projections for FY 16-17 through 18-19 are shown in the Attachment B. The FY 16-17 funds have been approved and will be dispersed over the next several months through RFP or application processes. The \$3 million in Agricultural Worker Vanpools in the San Joaquin Valley is for valley wide support of farmworker vanpools. CalVans will need to go through an RFP process to receive the funds.

Staff is working with appropriate individuals to secure the funds proposed for the 17-18 and 18-19 funding cycles as well.

C. Continued Outreach Efforts

Over the past couple of months CalVans has attended the following events in order to reach out to the farm worker communities in the Central Valley.

1/21/17 Tune In and Tune Up – Turlock
2/1/17 Ag Safety and Compliance Seminar – Fresno
2/4/17 Tune In and Tune Up - Madera
2/17/17 Farm Worker Appreciation Day – Porterville

CalVans sets up booths that attendees can visit in order to get more information about the programs offered. Some of the events allow the vendors to go on stage and talk about the agency they are representing. The event in Porterville was the most successful; people visiting the booths were engaged and asking the right questions. They knew little about the program and services offered, but left with a better understanding about the program and how a vanpool can benefit them.

The following has occurred in the Ventura/Santa Barbara area;

- Attended a Santa Maria Migrant Education Event Meet with Amgen to provide vanpool service, they are still reviewing our contracts.
- Visited with Guadalupe Dune visitor center to meet with staff and arrange future events.
- Spoke with City of Oxnard staff about vanpools for non-local staff.
- Met with Santa Barbara library and city staff about vanpool for staff that live in Ventura.
- Have planned outreach in April with Kent Epperson to market Sprinter vanpool.

5. Authorize updated Travel Policy

The attached Travel Policy has been updated to reflect higher meal rates and stricter requirements when turning in meal receipts. All receipts will require a breakdown showing the meal and beverages. The

meal rates were raised to match those of Kings County. There were no other changes made to the policy. Staff is recommending adoption of the policy.

6. Affirm or Select new Chairman and Vice Chairman

The agency needs to find a new Vice Chairman, as Council Member Sylvia Chavez, who was our Vice Chairman is no longer a member of the Fresno Council of Governments. Kings County Board Member Joe Neves has been our chairman and is agreeable to remaining in that position. Having the Chairman and Vice Chair close by helps as far as getting documents signed. However, anyone wishes to may server in either position.

7. Form 700 Submittal

This is a reminder that we need your form 700 in our office when you have a chance.