

REGULAR MEETING CALIFORNIA VANPOOL AUTHORITY

Board of Directors

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

Meeting Date: May 10, 2012

Time: 10:00 AM

Place: 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, 445 Reservation Road, Suite G, Marina, CA 93933
- Fresno Area Council of Governments, Huron City Hall, Council Chambers, 36311 Lassen Avenue, Huron, CA 93234
- Madera County Transportation Commission, Citizens Business Bank, Room 101, 2001 Howard Road, Madera, CA 93637
- Napa County Transportation and Planning Agency, 707 Randolph Street, Suite 100, Napa, CA 94559
- Tulare County Association of Governments, Conference Room, 210 N Church St., Suite B, Visalia, CA 93291
- Sacramento Area Council of Governments, Sutter Buttes Room, 1415 L Street, Suite 300, Sacramento, CA 95814
- Santa Barbara County Association of Governments, 4th Floor Board of Supervisors Conference Room, 105 East Anapamu Street, Santa Barbara, CA 93101
- 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

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

<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 Board of Directors on any item relevant to the Authority. To comment on an agenda item, speakers should notify the Board or Staff member at the meeting location, when the agenda item is announced. The Board or 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 Board of Directors. 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:	Approval
	All items listed as consent items are considered routine and will be enacted by one motion. For any discussion of any consent item, it will be removed at the request of any Board member and made a part of the regular agenda.	
	A. Minutes of April 12, 2012 meeting. B. Declare older vanpool surplus and authorize their sale	
4.	System Update	Information
	a. Santa Barbara County Vandenberg Air Base Outreach b. Fresno County Measure C Meeting c. Meeting with FAX (Fresno Area Express) Staff d. Meeting with Mr. Jose Lopez Sr., owner of GTO Packing in Soledad e. Recent Improvements to the CalVans Website f. Meeting with Kern COG and local transit operators g. Requests for information from persons in Coachella and Imperial County h. DVD Featuring Rural Vanpool Conference	
5.	Approve Management benefits under the new Hartford Plan	Action
6.	Review Draft FY12/13 Budget	Action
7.	Announce Next Meeting Date of May 24, 2012	Action
8.	Miscellaneous Comments from Members and Staff	Information
9.	Adjournment	

Attachments:

<u>Item</u>	<u>Page</u>	<u>Description</u>
A-	8	Board Minutes of April 12, 2012
B-	15	Technical Advisory Minutes of April 26, 2012
C-	21	Driver Story Draft
D-	22	FY12-13 Budget Narrative
E-	27	FY12-13 Budget breakdown
5.	—	Rural Vanpool Conference DVD

STAFF REPORT

3. Consent Items:

- A. Minutes of April 12, 2012 meeting
- B. Declare older vanpool surplus and authorize their sale

Staff has culled out some of its older vanpools for disposal as well as the remaining 2002 vehicles. The vans are experiencing increasing maintenance costs and reliability issues. A number of them were used as 24 hour vans and have had excessive interior wear. Staff recommends that the following vehicles be declared surplus and authorized for disposal through the Kings County public auction site.

#	Year	Make/Model	VIN #	Mileage
23	2004	GMC/Savana	1GJHG39U841157256	278,000
46	2004	GMC/Savana	1GJHG39UX41202746	325,000
60	2004	GMC/Savana	1GJHG39UX61275764	378,000
102	2008	Chev/Express	1GJHG39U651159699	306,000
110	2005	GMC/Savana	1GJHG39U351173687	365,000
800	2002	GMC/Savana	1GJHG39R721178236	95,673
802	2002	GMC/Savana	1GJHG39RX21178389	105,503
803	2002	GMC/Savana	1GJHG39R021184928	106,006
804	2002	GMC/Savana	1GJHG39R421179506	96,482
805	2002	GMC/Savana	1GJHG39R621183931	94,565
807	2002	GMC/Savana	1GJHG39R121234008	90,137
808	2002	GMC/Savana	1GJHG39R421235265	97,557

4. System Update

- a. Santa Barbara County Vandenberg Air Base Outreach

Staff attended a 5 hour event held by Vandenberg Air Base Staff to promote alternate transportation measures for base personnel. The event was well attended with a large number of individuals expressing interest in Vanpooling to work. Staff found that few people know how vanpooling works and were not aware that the Federal Government will pay up to \$125 per month towards their cost of vanpooling.

Staff will be contacting those that expressed interest and assist them in getting vanpools formed. We will also be working with the base personnel in getting the word out about vanpooling. This will be done using the Base newsletter and future events. It is believed 2 or more vanpool groups may be formed from those expressing interest.

- b. Fresno County Measure C Meeting

Staff met with Fresno COG Staff to review the vanpool promotion program funded with Measure C funds. This was followed by a meeting with the Measure C Citizens Advisory Committee. Measure C is a local sales tax passed 3 years ago to fund various transportation improvements in Fresno County.

The Measure identified vanpools and carsharing as two areas of focus. Vanpools were further broken down to farm workers and general vanpool groups.

In the meeting Staff outlined how a large number of the vanpools started with Measure C funds were contributing to funding for FAX (Fresno Area Express). The following discussion focused on improvements to the program that would benefit both those using the program and FAX. The Advisory Committee recommended that the Fresno COG Staff bring back a list of recommended improvements for approval. The improvements being considered include extending the one year support for a new vanpool to two years, switching from vouchers for farm workers to a monthly credit for the vanpool, and support of outreach events in Hispanic communities.

c. Meeting with FAX (Fresno Area Express) Staff

Staff met with FAX Staff to explain how CalVans reporting of 32 vanpools three years ago has generated \$570,000 in 5307 funds for FAX. After some discussion, FAX accounting Staff agreed that the funds have been generated. This led to how the funds might be used to generate additional funds in future years. It was discussed that this year's funds could be used to by additional vanpool vehicles that would be given to Fresno residents that are now vanpooling. This would keep their monthly vanpool fees low and encourage them to continue vanpooling. A second meeting is planned to go over how this can be accomplished.

d. Meeting with Mr. Jose Lopez Sr., owner of GTO Packing in Soledad

Staff met with Mr. Jose Lopez Sr., owner of GTO Packing located in the Salinas Valley. Staff was curious how the CalVans program worked for Mr. Lopez over the past six months, as he and his crews made the trip to Yuma Arizona and back. While in Arizona, Mr. Lopez used up to eight vanpools so that his crews could get to and from work while in Yuma. During this time all farm workers riding in the vans received vouchers covering the full cost of their trip.

When asked how the program worked, Mr. Lopez stated that it provided him the opportunity to get his workers to the worksite in vehicles that are safe and insured. When asked about the use of vouchers he stated that the cost is passed on to the growers he works for and they have no problem paying the cost. They appreciate that he provides a quality operation and is able to get his workers to work in a safe an efficient manner, thus not exposing them to potential Department of Labor sanctions and fines.

He stated that he will be selling the 12 buses he uses and will be looking to CalVans for the 24 vans needed to replace these buses when he returns to Yuma next year. He stated he continues to provide vouchers to his workers in the Salinas Valley. He stated that the industry is requiring a higher standard of those that harvest the Valley's produce and those that can do this will stay in business and we are helping him achieve this goal.

e. Improvements to CalVans Website

Funding from Tulare COG has allowed CalVans to upgrade its Website to include links under the **About Us** tab for contacting Staff and for agenda items. Under the **Why Us** tab there is a Public Notice page for posting items of a general nature for the public. Up until recently Google provided free translation to Spanish. Since this is no longer the case, Staff is developing another method for making this happen. We are also in the final stages of having the ability to link recent news articles to the website, including features we prepare ourselves. An example of this is the attachment titled A Drivers Story that Staff prepared after spending a day in Yuma with one of our Vanpools. See attachment A.

f. Meeting with Kern COG and local transit operators

Staff attended a joint meeting with Kern COG and transit operators in Kern County. The purpose of the meeting was to discuss how CalVans operates and any impact its operation might have on the operators. Staff presented an overview of the project and highlighted how the reporting of vanpools into NTD would have a positive impact on the transit providers in Bakersfield. The positive impact to the air quality and the number of cars taken off the road was also reviewed. Following a number of questions it was the consensus of the group that CalVans would have a positive impact in the area.

Kern COG Staff will be meeting with their Board this month to discuss joining CalVans as a member. This process will take several months. Staff does not have an office or Staff assigned to Kern County, any vans operating in Kern County are managed out of the Hanford office.

g. Requests for information from persons in Coachella and Imperial County

Staff has received several requests regarding information concerning how CalVans might help the Coachella and Imperial areas. The request from Coachella focused on farm workers in the area that have similar struggles of those found in the Valley in getting to work safely. The request is for an outline of the costs to establish a similar project in the Coachella area. It appears that there are funds that could be used for this purpose, but they need to be applied for before they would consider a project.

All the vans that were being used by Salinas Valley Contractors while in Imperial or Yuma have returned to the Salinas Valley Area. We are now receiving some call from other Contractors in the area that are asking what happened to make the vans leave and what they need to do to bring the program to the Imperial area on a full time basis. Staff has responded by sending them information and suggesting they contact officials in the area who may be able to help them. Staff has met with a number of these contacts at prior meetings to discuss the same issue.

h. DVD Featuring Rural Vanpool Conference

I have included a DVD featuring the Vanpool Conference that was earlier this year. It was held to update those interested in how the vanpool project has evolved and resulted in the formation of CalVans. The DVD is also used to give others the same history, thus saving Staff from repeating the same information multiple times as others call with similar questions. Let me know if you would like additional discs.

5. Approve Management benefits under the new Hartford Plan

KCAPTA (Kings County Area Public Transit Agency) had a 457 plan in place for its employees. Staff has reestablished the same plan for CalVans employees. The Board approved a resolution establishing this plan at an earlier Board meeting. The plan contains the same management benefits contained in the earlier plan. These benefits provide the ability for management to invest up to \$2,500 a year in the plan with the Agency providing a 33.33% match. There are three management employees that could take advantage of this plan.

Staff is recommending that the Board approve the management benefits as part of its 457 plan.

6. Review Draft FY12/13 Budget

The attached FY12/13 budget is the first full budget for the agency. The budget for the current year was a transitional budget, taking us from being a part of Kings County Area Public Transit to being on our own as of December 26, 2011. It is also the first year the agency has operated without the use of grant funding to help support the agricultural vanpools. In prior years some costs were recovered from the agricultural program,

known as the AWTP (Agricultural Workers Transportation Project). This allowed Staff to work with member agencies on outreach and expansion of projects in their areas. Over time most of these areas have seen expansion as the projects took hold and residents took advantage of the program.

Success has taken different paths and different time frames. In more successful areas there has been full engagement by the local agency resulting in steady growth. This engagement involved leveraging funds other than the AWTP funds to promote the general vanpool program, the most successful being in Kings, Fresno and Monterey Counties.

The following breaks down those non AWTP activities that helped CalVans Staff get general vanpools placed in each area:

The following occurred in Kings County:

- 2006 Use of CMAQ (Congestions Mitigation and Air Quality) funds to provide monthly discounts for new riders.
- 2009 Use of JARC (Job Access and Reverse Commute) funds to continue providing discounts for new riders.
- 2010 Used Urban STIC (Small Transit Intensive Cities) funds to buy 20 new vanpools for Kings County residents.
- 2011 Again used STIC funds to purchase vans for Kings County residents.
- 2012 Used CMAQ funds to support outreach and emergency ride home program.

The following occurred in Fresno County:

- 2007 to Present - Measure C funds provide ongoing funding for both general and agricultural vanpools
- 2010 Fresno County Rural Transit Provided 1 million to buy new vanpools for Fresno residents.

The following occurred in Monterey County:

- 2010 Secured \$100,000 in JARC funding for new rider vouchers.
- 2010 Secured Monterey Air District Grant that provides \$350 per month support of new vanpools
- 2011 Secured a second Monterey Air District Grant for the same purpose.

Tulare COG has provided yearly support of \$25,000 for outreach activities in support of getting more participants to the program as well as establishing and updating the CalVans Website.

San Joaquin Valley Air District has or is providing the following:

- 2002 to 2011 Provided \$350 per month for one year for new vanpool groups.
- 2011 to present - Now provides \$30 vouchers for all existing vanpools riders for next three years.

In addition SACOG, Santa Barbara, Ventura and AMBAG have provided funding for additional agricultural vanpools during the time KCAPTA operated the program. These vehicles are presently part of the agricultural vanpool fleet.

The proposed budget reflects a total cost \$7,684,585 for 2012/13 with a surplus of \$224,593 that will be allocated to fleet replacement. This budget restores the three outlying Transit Coordinators to their position and pay rate that was in place prior to this January. Their job description and pay was reduced to keep our FY11/12 budget in line. At the same time we eliminated two positions and cut all extra help. This has allowed us to end this first year with a slight surplus. Besides restoring these positions to their prior job description and rate of pay, the budget adds one clerk to handle the increased number of vouchers coming from the air District as well

the vouchers that will be generated with the JARC funding. Lastly, two extra help positions were included, one in Hanford and one in Greenfield. These are summertime positions that help with the increased workload. The budget contains no increase in pay for existing staff, which has been the case for the past 3 budgets

The proposed budget assumes support for the Sacramento operation will come from outside funding. This could be CMAQ or JARC funding. As there are no vanpools operating in the area and therefore no revenue, it does not seem prudent to continue funding the operation with revenue from existing vanpools. CalVans Staff can remain in the area and continue trying to place vanpools if other funds for this endeavor can be found. The cost for continuing an office in the area is \$181,000.

There are three main reasons why there has been difficulty in placing vanpools in the Sacramento area. The first is due to the overall lack of enforcement by the State and Federal Department of Labor in the Sacramento Region. This is coupled with the lack of sufficient CHP staff to cover the large Sacramento Region. Farm workers and growers state they do not have the same fear of enforcement action that is observed in the San Joaquin or Salinas Valleys. The number of potential drivers with licenses is also lower than other areas, and those that do have a license do not want to give up their ability to make money. The second is a result of concern expressed by transit operators who would see their passenger count drop on the Sacramento bound buses if vanpools began traveling along existing bus routes. The final is due to the political pressure exerted by those who do not want to see a public vanpool operator competing against the existing private vanpool operators. There is nothing in the near future to indicate these issues will go away or be addressed. For that reason Staff does not believe it is wise to continue funding the outreach in the Sacramento area.

The budget breaks down the cost per mile for each program. The cost for general vanpools is .66¢ per mile while Agricultural vanpools are \$1.12. The higher cost of the agricultural vanpools reflects the weekly vs. monthly billing plus the level of support as drivers move in and out of vans as the seasons change. Three years ago we were receiving about .55¢ per mile with the AWTP grant picking up the remainder. Since then we have gradually raised the rate to from .70¢ to .80¢ and now .90¢. We are still about .22¢ below what is needed and will be closing this gap over the next two years. Staff is concerned that if we raise this rate too fast we may lose a large number of our agricultural drivers.

The attached budget pages are broken down into four parts, Cal Van (the overall budget), Cal Van-ADMIN, Cal Van-Gen VP, and Cal Van-Ag VP. Each reflects the total allocated cost for each program. This allocation is one reason the Agricultural Vanpools are more expensive to operate, as we track the additional staff time spent in billing and supporting the vehicles.

Staff is looking for your input and or ideas when we get together Thursday. This budget will be brought back in May for approval.

7. Announce Next Meeting Date

The next meeting will be June 14th at 10 a.m.

California Vanpool Authority
(CalVans)

Minutes of Board Meeting

A regular meeting of the California Vanpool Authority was called to order by Joe Neves, Chairman of Board at 10:01 a.m. on April 12, 2012, 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
KCAG – Kings County Association of Governments
MCTC – Madera County Transportation Commission
NCTPC – Napa County Transportation & Planning Agency
SACOG – Sacramento Area Council 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:

Fresno COG	Sylvia V. Chavez, Mayor City of Huron *	Primary
KCAG	Joe Neves, Supervisor District 1	Primary
SACOG	Jim Brown, Principal Planner Expert	Alternate
SBCAG	Janet Wolf, Supervisor District 2	Primary
VCTC	Jamey Brooks, Mayor Pro-tem Fillmore	Primary
NCTPC	Paul Price, Executive Director	Alternate
MCTC	Robert Poythress, City Council	Primary

*Arrived at 10:03

Directors absent:

TCAG	Rudy Mendoza, Woodlake City Council
AMBAG	

Counsel present: Zack Smith

Staff/Visitors by location:

Fresno -	Paul Marquez
Hanford -	Trish Barberick, Heather Corder, Temo Ortiz and

Christine Chavez.

Santa Barbara -

Kent Epperson

Sacramento -

Ron Hughes and Georgina Cardenas

Ventura -

Susan Haverland and Alan Holmes

2. UNSCHEDULED APPEARANCES:

This time is made available for comments from the public on matters within the Boards jurisdiction that are not on the agenda. Members of the public may comment on any item that is on the today's agenda when the item is called and should notify the Chairman of their desire to address the Board when the item is called. A maximum of (5) five minutes is allowed for any one item.

3. CONSENT CALENDAR:

Motion was made, seconded Brooks/Poythress and carried unanimously to approve the consent calendar Item A): Approval of minutes of March 8, 2012.

4. SYSTEM UPDATE.

Ron Hughes recommended that each individual CalVans Transit Coordinator/Transit Assistant give updates on activities in their area.

Ron stated that word of mouth is the best marketing tool out there for joining a CalVans vanpool.

A). Georgina Cardenas from CalVans Woodland office stated, Agricultural vanpools are in the Sacramento and Napa areas. General vanpools are very competitive in the Sacramento area. The Sacramento area has experienced some crazy weather. The summer agricultural season starts in the middle of May. More farm labor vanpools are expected to go out soon for the summer season.

Carmen Mora from CalVans Greenfield office stated twenty one (21) farm labor vanpools are operating in Santa Cruz, Monterey and Salinas Valley. Fifteen (15) general vanpools are in operation. With the summer season starting, CalVans is estimating approximately sixty (60) farm labor vanpools to be used. Different companies are calling and checking on the general vanpool program.

Susan Haverland from CalVans Ventura office stated that the number of vanpools fluctuate with the crops. Currently sixteen (16) vanpools are in operation in Santa Paula, Piru, Somis and Oxnard. Several vanpools have traveled over the Grapevine to Maricopa for the season. An increase in demand for vanpools is expected for the summer season. One key reason more vanpools are not currently on the road is due to the lack of current driver's licenses held by the farm labor workers. There are concerns regarding the impact of the increase from .80¢ per mile to .90¢ per mile for the vanpools but with gas prices going up, CalVans is hoping the drivers will understand. Currently only one general vanpool is on the road traveling from Lompoc to Santa Barbara. VCTC asked its marketing company to include CalVans in its outreach efforts. Susan is looking forward to working with Commissioner Brooks to help CalVans identify outreach opportunities. Currently CalVans is working to secure clean-air funds from Los Angeles County to subsidize commutes to Ventura. Future marketing events include Earth Day at Vandenberg Air Force Base. CalVans is also working closely with Santa Barbara's Traffic Solutions. A second office is being established in Santa Barbara, sharing space with Traffic Solutions, SBCAG and Caltrans. This move is designed to give the CalVans program more momentum than CalVans has been able to establish in Ventura.

Gus Banda from the Hanford office (Agricultural vanpools) stated he is currently traveling to Yuma, Arizona to pick up farm labor vanpools that were used in that area to pick lettuce. Most of the drivers were from the Salinas area that traveled to Yuma, AZ for the lettuce season. CalVans is estimating fifty (50) vanpools to go out this month for farm laborers to pick peaches and nectarines. Outreach/marketing has included speaking with Sunrise Farms to promote the program. Gus attended a meeting in Avenal last night regarding ideas, concerns and to get feedback from the farm laborers about the CalVans program. Some concerns were addressed in regard to private drivers over charging farm laborers to ride in their personal vehicles. CalVans takes pride in good customer service and is working with growers to promote the program.

Temo Ortiz from the Hanford office (General vanpools) stated smaller vans are in demand. Ten (10) vanpools are supposed to start in April. Currently have a waiting list for smaller vans to start in May. Outreach/marketing has taken place at Reedley Colleges green summit. CalVans is currently working with students and employees at Fresno State to start a vanpool.

B). Ron Hughes reported an Ag Forum was held at Harris Ranch and was well attended and allowed him to present the CalVans Program. Representatives for the Federal DOL and CHP recommended that agricultural drivers should consider using the CalVans program to avoid DOL sanctions and CHP citations. In the past, agents have targeted larger vanpools, currently all modes of transportation are a target for being checked for violations by the CHP and DOL.

C). Ron Hughes thanked everyone for their input and support letters in helping to submit all the JARC applications. A report will be given if/when the JARC funding is

accepted and completed. If funded, the grants will be used to attract new riders to the CalVans program by providing up to \$75.00 a month (Not to exceed 50% of the riders out of pocket cost) for a one year period. Staff applied for the grants over a three year time frame. Eighty percent of first time riders stay with the program even after grant funding has been exhausted. This is a good motivation for joining a vanpool, especially with the high cost of fuel.

Commissioner Brown thanked Ron Hughes and CalVans staff for getting the JARC applications submitted on time.

D). Ron Hughes and Heather Corder met with the Director of Visalia City Coach to explore what Visalia's move from a small to a large UZA will mean in relation to funding vanpools. It is estimated the present number of vanpools being reported will generate over two (2) million dollars in 5307 funds to the large UZA.

Fresno has established Measure C funds to promote the use of vanpools in Fresno County. Staff will be meeting with the Fresno COG Staff to discuss ways to maximize the use of Measure C funds to generate more vanpools that will in return generate additional 5307 funds for the Fresno FAX system.

E). Ron Hughes reported that the Technical Advisory Committee (TAC) met and reviewed the report Staff submitted to the Assembly office and the Title VI Policy. Several suggestions on how to handle inquires that have been made were discussed. It was a general consensus that it would be great if the issue would go away. The Title VI Policy is fine the way it is written and is similar to the one several members prepare for their own agencies.

Commissioner Wolf and Kent Epperson would like a clear explanation on whether toll credits are real money to spend or not.

Jim Brown stated toll credits are not cash and absolutely not spendable.

Ron responded Caltrans has stated toll credits are real money to use. There still seems to be conflict in regard to "real money". If the JARC applications are accepted, we will see what we get and go forward.

Kent Epperson requested to amend the TAC minutes regarding the JARC toll credits.

F). Ron stated he will be attending the Cal Act conference this month. He will meet with both Caltrans and FTA Region 9 representatives on items related to CalVans.

Staff is arranging a follow up meeting to the recent Ag Forum with representatives from the Federal Department of Labor, California Highway Patrol and workers comp agency.

Staff will be meeting with Region 9 representatives with the goal of becoming a designated recipient for federal funds.

5. DEVELOPMENT OF A BEST PRACTICES OR WHITE PAPER ON CALVANS.

Ron Hughes reported CalVans has been approached by the Community Transportation Association of America (CTAA) in regard to establishing a white paper on CalVans that would help other areas to establish their own vanpool program.

Representatives from the States of Washington, Florida and Arizona have already asked for information on setting up their own program. Staff will inform the Board if and when a study is undertaken. There is no cost except Staff time to provide the information needed for a white paper on CalVans to other States.

6. INVESTIGATION BY THE ASSEMBLY COMMITTEE ON ACCOUNTABILITY & ADMINISTRATION REVIEW.

Ron Hughes explained that the Assembly Committee on Accountability and Administrative Review contacted CalVans Staff on March 1, 2012, with a series of questions they wanted answered within seven (7) days. CalVans Staff complied and provided the information requested by the date requested.

The requested information mirrors public information requested eighteen (18) months ago from an Attorney. Six (6) years ago Staff received a similar public information request from another law firm who would not identify who they were working for.

Ron requested the Board members review the letter submitted to the Assembly Committee on Accountability and Administrative Review.

Commissioner Wolf requested a copy of the letter from the Assembly Committee on Accountability & Administration Review.

Ron responded that all Board members will receive a copy of the letter.

Staff does not have any recommendations at this time other than responding to inquiries as they are requested.

7. ASSIGN/APPOINT TRANSIT OFFICE MANAGER TO NEW POSITION IN CALVANS.

Ron Hughes explained in the formation of CalVans the Transit Office Manager position stayed with KCAPTA. It was thought that the position could do payroll, Human Resources and be the Board Secretary/Clerk for both agencies and the cost would be applied between the two (2) agencies.

The workload of CalVans is more than anticipated, needing the full time efforts of the Office Manager position.

Staff recommended that a motion be made to employ the KCAPTA person presently employed as the Transit Office Manager, including the person's accrued benefits such as vacation and sick leave, appointing them to their current salary 170.0 step 4, effective May 1, 2012. The agenda stated July 1, 2012. KCAPTA cannot fill the position until the position is vacant, therefore, amending the date to May 1, 2012.

Motion was made, seconded Price/Brown and unanimously carried to employ the current KCAPTA Transit Office Manager, including the person's accrued benefits such as vacation and sick leave, appointing them at their current salary 170.0 step 4, effective May 1, 2012 with CalVans.

8. AUTHORIZE THE RFP FOR PURCHASE OF ADDITIONAL 15-PASSENGER VANS.

Ron Hughes commented that additional 15-passenger vans are needed to be added to the current fleet.

The NTD reporting of passenger trips in 2010 has generated additional FTA 5307 funds for Kings County Area Public Transit Agency (KCAPTA), Porterville Transit and Fresno Area Express. KCAPTA has used its funds to purchase replacement vans for residents of Kings County, starting with the oldest vanpool group first.

In anticipation of purchasing vans this year Staff is recommending that a RFP for the purchase of up to forty (40), 2013, 15-passenger vans be distributed.

Some of these vans will be set up to run on Compressed Natural Gas (CNG). For that reason, Staff will be specifying Ford vans in the RFP, as they are the only van that allows for sufficient CNG capacity to be used in the CalVans fleet. Staff stated no vans will be purchased until funds are made available.

Commissioner Brooks would like information on bid packages to be sent to him.

Commissioner Wolf recommended the same be sent to her.

Commissioner Brown would like all Board members to receive RFP packages to solicit to vendors in all areas.

Ron replied all Board members will receive a copy of the RFP.

Motion was made, seconded Poythress/Brooks and carried unanimously to authorize the RFP for purchase of up to forty (40) 15-passenger vans.

9. AUTHORIZE CALVANS TITLE VI POLICY.

Ron Hughes explained CalVans receives Federal funds in the form of JARC (Job Access Reverse and Commute) and CMAQ (Congested Mitigation and Air Quality) funds used to reduce the monthly cost for first time riders.

Ron also explained the Title VI Policy complies with Federal requirements and provides a policy for outreach to minority communities. Ron commented it is important because a large portion of CalVans ridership is made up of those who struggle because of economic and/or language barriers.

Staff recommended adoption of the Title VI Policy.

Motion was made, seconded Brooks/Poythress and carried unanimously to authorize the CalVans Title VI Policy with the modifications to page 80 of the agenda, article number 14.

10. ANNOUNCE NEXT MEETING DATE.

The next California Vanpool Authority (CalVans) meeting is scheduled for Thursday, May 10, 2012 at 10:00 am.

11. MISCELLANEOUS COMMENTS FROM BOARD AND STAFF

Commissioner Chavez questioned when the 700 forms for CalVans are due.

Zack Smith, legal council for CalVans, stated the conflict of interest forms have been filed. After adoption you have thirty (30) days to submit the 700 forms to be in compliance.

12. ADJOURNMENT.

The meeting was adjourned at 10:48 a.m.

Respectfully submitted,



Ronald H. Hughes
Executive Director

4/12/2012 tb

Technical Advisory Committee Minutes

An unofficial meeting of the California Vanpool Authority Technical Advisory Committee was held on April 26, 2012 at 1:35 p.m. 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
KCAG – Kings County Association of Governments
MCTC – Madera County Transportation Commission
NCTPC – Napa County Transportation & Planning Agency
SACOG – Sacramento Area Council of Governments
SBCAG – Santa Barbara County Association of Governments
TCAG – Tulare County Association of Governments
VCTC – Ventura County Transportation Commission

IN ATTENDANCE

Ron Hughes, Susan Haverland, Heather Corder, and Trish Barberick from CalVans.

Also attending were Kent Epperson, Alan Holmes, Gary Taylor, Jim Brown, Christine Chavez, Tom Roberts and Seth Eberhard.

CONSENT ITEMS

All items listed as consent items are considered routine and will be enacted by one motion. For any discussion of any consent item, it will be removed at the request of any Board member and made a part of the regular agenda.

A. Minutes of March 22, 2012

Motion was made, seconded Christine Chavez/Alan Holmes to approve the consent calendar item A: Approval of minutes of March 22, 2012 with the exception of Kent Epperson's comment regarding toll credits, to be advised he is under the impression toll credits can be spent.

Tom Roberts abstained.

SYSTEM UPDATE

- a. **Santa Barbara County Vandenberg Air Base Outreach.**
Ron explained that Susan did a great job marketing at the Vandenberg Air Base. Much interest was expressed. There was a question as to whether contract employees would be eligible for the vouchers. Contract employees are not eligible for the vouchers. You must be in the military or a civilian to be eligible.

- b. **Fresno County Measure C Meeting**
Staff met with Fresno COG Staff to review the vanpool promotional program and with Measure C Citizens Advisory Committee. Staff explained how a large number of the vanpools were started with Measure C funds and how that contributed to funding for FAX (Fresno Area Express). A discussion on improvements to the program that would benefit both followed. The Advisory Committee recommended that the Fresno COG Staff bring back a list of recommended improvements. The suggested improvements included; extending the one (1) year support for a new vanpool to two (2) years, switching from vouchers for farm workers to a monthly credit for the vanpools and support of outreach events in Hispanic communities.

- c. **Meeting with Mr. Jose Lopez, owner of GTO Packaging in Soledad.**
Ron reported that Staff met with Mr. Jose Lopez. Staff was curious how the CalVans program worked for Mr. Lopez over the past six (6) months while his crews worked in Yuma, Az. Eight (8) vanpools were used in Yuma, Az. All farm workers riding in the vans received vouchers covering the full cost of their trip to and from work. Mr. Lopez stated that the opportunity to get his workers to the worksite in vehicles that are safe and insured worked well and he would like to continue with the CalVans program. He also stated he will be selling the twelve (12) buses he currently has been using and looking to CalVans for twenty four (24) vans needed to replace the buses when they return to Yuma, Az. next year. Vouchers are continuing to be provided to his workers in the Salinas Valley.

- d. **Recent Improvements to the CalVans Website**
Funding from Tulare COG has allowed CalVans to upgrade its website to include links under the **About us** tab for contacting Staff and for agenda items. Under the **Why Us** tab, there is a Public Notice page for posting items of a general nature for the public.

Staff is in the process of developing translation to Spanish. Until recently, Google provided this service for free.

Face book was suggested as a great advertising tool depending on demographics.

e. **Meeting with Kern COG and local transit operators**

Staff reported attending a meeting with Kern COG and transit operators in Kern County. Staff presented an overview of the project and how reporting to NTD would have a positive impact on the transit providers in Bakersfield.

Kern COG Staff will be meeting with their Board to discuss joining CalVans as a member. Staff doesn't have an office or Staff assigned to Kern County. Any vans operating in Kern County are managed out of the Hanford office.

f. **Requests for information from persons in Coachella and Imperial County**

Staff continues to receive calls regarding information on the CalVans program. A request from Coachella Valley focused on farm workers in the area that have similar struggles of those found in the San Joaquin Valley, getting safely to work. The request was for the outline of costs to establish a similar project. There are funds that could be used for this purpose, but they would need to be applied for before they would consider a project.

Contractors whose workers rode in one of the CalVans vanpools over the past six months are asking how they can bring the program to the Imperial area on a full time basis. Staff has met with most of these contractors at prior meetings to discuss the same issues.

Similar requests have been received from as far away as Bangor, Maine.

DECLARE OLDER VANPOOL SURPLUS AND AUTHORIZE THEIR SALE

Staff has determined the need to have some of the older general vanpools disposed of. The vans are having an increase in maintenance costs and reliability issues. A number of the vans were used as twenty four (24) hour vans and have excessive interior wear.

Staff recommended that five (5) of the vehicles be declared surplus and authorize their disposal through the Kings County public auction site. Included in the list were VP-23, VP-46, VP-60, VP-102 and VP-110.

Gary Taylor questioned how much each van would bring.

Staff replied that each van has brought in about four thousand dollars at previous public auctions.

Motion was made, seconded Tom Roberts/Kent Epperson to authorize the sale of the vanpools through the Kings County public auctions.

REVIEW DRAFT FY 12/13 BUDGET

The FY12/13 budget is the first for CalVans. The budget for the current year was somewhat of a transitional budget from being part of Kings County Area Public Transit Agency.

CalVans reduced the three (3) outlying Transit Coordinators pay, two positions were eliminated and all extra help employees were released to help keep our 11/12 budget in line. This allowed CalVans to end this first year with a slight surplus.

The new budget restores the Transit Coordinators positions to their prior job description and rate of pay. The budget adds one clerk to handle the increased number of vouchers from the Air District and JARC funding. Lastly, two (2) extra help positions were included, one in Hanford and one in Greenfield. These are summertime positions that will help with the increased workload.

Staff did receive their step increases when due, up to their fifth step. Some employees haven't had a step or cost of living increase in four years.

This is also the first year the agency has operated without the use of grant funding for the agricultural vanpools. Agricultural Workers Transportation Project (AWTP) allowed Staff to work with member agencies on outreach and expansion. The most successful areas are Kings, Fresno and Monterey Counties. Kings County has used STIC, JARC and CMAQ funds to help promote the vanpool program in the past. Fresno used Measure C funding and Fresno County Rural Transit provided one million to buy new vans for Fresno resident vanpools. Monterey secured \$100,000 in JARC

funding for new rider vouchers and the Air District provides \$350 per month for new vanpools. A second Air District voucher was secured for the same purpose.

Tulare COG has supported the vanpool program by \$25,000 per year for marketing and outreach.

The San Joaquin Valley Air District has assisted since 2002 providing up to \$350 per new vanpool. They are also providing \$30 vouchers for all existing vanpool riders for the next three (3) years.

SACOG, Santa Barbara, Ventura and AMBAG have provided funding for additional agricultural vanpools during the time KCAPTA operated the program. These vehicles are presently part of the agricultural vanpool fleet.

Rates have been raised with the cost of fuel, maintenance fees and administration fees from .80¢ per mile to .90¢ per mile.

The proposed budget assumes support for the Sacramento area will come from outside funding. Currently, there are zero CalVans vanpools operating in the area and therefore no revenue. CalVans Staff can remain in the area and continue trying to place vanpools if other funding can be found. The three main reasons it has been difficult placing vanpools in the area is due to lack of enforcement by the CHP and DOL in the Sacramento Region. The second is a result of concern expressed by transit operators in the area. The final reason is due to the political pressure exerted by those that do not want to see public vanpools competing against private vanpools.

Staff does not believe it is wise to continue funding the outreach in that area without other funding.

The budget is broken down into four parts, CalVan - Overall Budget, CalVan-Administration, CalVan-General Vanpool and CalVan-Agricultural Vanpool.

Suggestions were made to lower insurance rates for the vans. Staff responded that each year the rates are lower than the previous year. Every two (2) years a RFP is sent out. Currently CalVans uses Philadelphia and Mackey & Mackey for its insurance for the vans.

Also suggested was the high fuel cost be billed back to the vanpools. Staff responded that Voyager is currently being used by the vanpools for their fuel and rates are increasing to .90¢ per mile.

Rents and leases for outlying areas that include phones, electricity, mail boxes, etc are also an option for savings. Currently our Transit Coordinator in Ventura will be renting a space in Kent Epperson's office to help keep costs down.

Ron explained he will continue to work with Gary Taylor of SACOG to keep the Woodland office open. Gary will be talking with SACOG Board on this matter.

ANNOUNCE NEXT MEETING DATE

The next California Vanpool Authority Technical Advisory Committee is scheduled for Thursday, May 24, 2012 at 1:30 p.m. in the CalVans conference room located at 1340 North Drive, Hanford, CA.

ADJOURNMENT

The meeting was adjourned at 2:30p.m.

Respectfully submitted

Ron Hughes
Executive Director

4/26/12 tb



A DRIVERS STORY

Public
Vanpools
Leading
the **Way**

1 a.m. The Alarm Clock Sounds

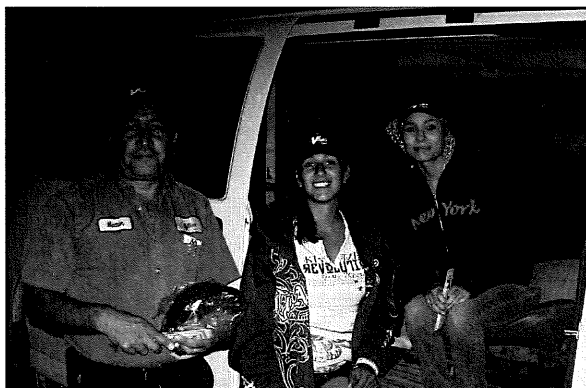
The alarm clock sounds at 1 a.m., waking Esmeralda for another day of work harvesting broccoli. She sets things out for her two daughters, leaving a note for her mother. At 2 she catches a crowded bus to the Somerton border crossing with many other northbound workers. At 4 she arrives at the border, joining those in an ever-increasing line waiting to gain access to the U.S. side. Finally cleared by customs, she walks with seven fellow travelers to her vanpool and begins the next phase of her long day.

5 a.m. Waiting for Esmeralda's arrival



Arriving a little after 5, Esmeralda is greeted by Jaime, the vanpool driver; Selene, a fellow rider; and CalVans staff member Hector. They board the van on their way to make two more stops to pick up

additional vanpool participants who work at the same location.



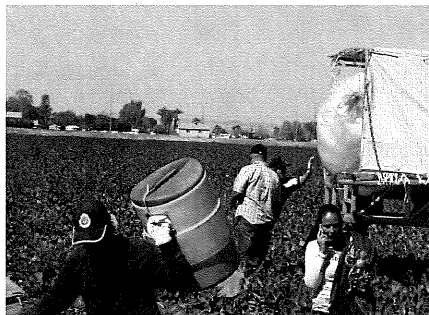
6 a.m. The van arrives at the broccoli field

The van arrives at the broccoli field at 6. The group waits for the sun to come up and the work day to begin. Before 7 the tractor driver begins positioning the broccoli-processing tractor/trailer. At 7 the crew assembles to begin the day's work. The men line up behind the trailer wings and



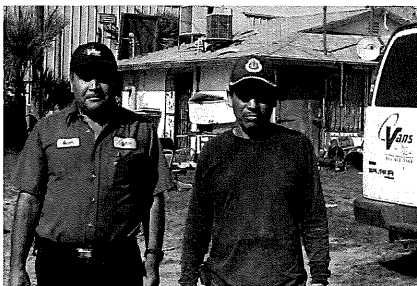
begin cutting and tossing broccoli to the women on the trailer who then place the broccoli bunches into shipping boxes. Once the boxes are filled they are transferred to a second trailer and stacked for shipment. As the sun travels across the sky, the task of cutting, tossing and boxing broccoli continues as the equipment steadily travels up and down the rows of broccoli. This routine remains unbroken, except for breaks and lunch. It is at these times the workers catch up on what's happening in the lives of their family and friends. Returning from breaks or lunch, the workers resume their work in the field, harvesting broccoli.

2 p.m. Leaving the broccoli field



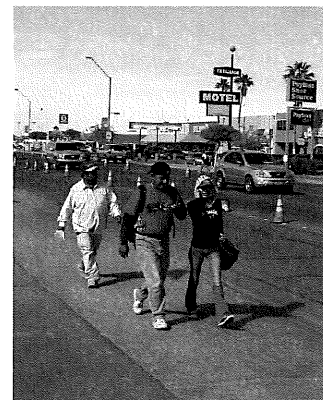
At 2 the broccoli-processing unit makes its last pass in the field. At the end of the last row, the workers gather their items to begin the trip home. This has been a shorter day than normal due to the approaching end of the growing season. During peak season, workers are on the job 10 hours a days, leaving the field after 5.

3 p.m. The vanpools return trip



The vanpool return trip is a reverse of the morning trip, making the two stops to let riders off, with a last stop at the driver's home near the border. The driver, Jamie, parks the van and says goodbye to those headed across the border.

Walking south with other workers, they will begin the crossing at around 3, taking about 45 minutes to go through the inspection station. After the bus ride home Esmeralda will arrive after 5, to help with dinner and prepare for the next day. She has been away from home for 16 hours and wants to spend some time with her children before the day ends. She knows that all too soon the sound of the alarm clock will signal the repeat of another day.



DEPARTMENT: CALVANS
 BUDGET YEAR: FY 2012/13

PROGRAM: ALL DIVISIONS

Title	Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Adopted 2011/2012	Dept Requested 2012/2013
SALARIES & BEN.	597,511	787,403	878,848	1,655,566	1,805,505
SERVICES & SUPPLIES	6,213,096	6,582,956	6,790,212	4,963,913	5,619,487
OTHER CHARGES	-	-	-	-	-
CIP/FIXED ASSETS	2,000	2,335,244	3,898,621	-	259,593
-----Gross Expenditures	6,812,607	9,705,603	11,567,681	6,619,478	7,684,585
STATE REVENUE	1,872,113	5,113,543	5,858,125	-	100,000
FEDERAL REVENUE	-	-	-	-	-
PASSENGER FARES	4,527,948	4,675,012	4,705,698	6,347,978	7,347,585
ADVERTISEMENT	-	-	55,000	-	-
MISC REVENUES	412,546	149,200	1,740,012	271,500	237,000
-----Total Revenues	6,812,607	9,937,755	12,358,835	6,619,478	7,684,585
-----Total Report	-	232,152	791,174	-	-
Total Position Allocation	17	21		25.5	29.5

FIXED ASSET DETAIL

Item #	DESCRIPTION	CIP or Asset	Replace or New	Total Qty.	Unit Price	Requested Total Amt	Adopted	Total Amount
	NONE REQUESTED							

PROGRAM: ALL DIVISIONS

DESCRIPTION:

California Vanpool Authority (CalVans), a joint powers agency, is comprised of the Association of Monterey Bay Area Governments, Fresno Area Council of Governments, Kings County Associations of Governments, Madera County Transportation Commission, Napa County Transportation and Planning Agency, Tulare County Association of Governments, Sacramento Area Council of Governments, Santa Barbara County Association of Governments, and Ventura County Transportation Commission

The Agency is a public transit agency, providing vanpools to those traveling from or to the counties the Agency represents. This agency is operated so that the cost of the program is recovered from those using its services. The exception to this is funds used to promote or expand the program.

General Vanpools:

The general Vanpool Program was started in 2001 by KCAPTA (Kings County Area Public Transit Agency) to provide services for those who commuted to or from Kings County. The goal of the vanpool program included providing safe alternative public transportation for those traveling to or from work. The program was established with the understanding that those using the program would fund it, ensuring that the local transit funds would not be necessary for its continuation. Some of the primary users of the Vanpool Program are State and Federal Employees. Other users are teachers and college students.

As noted, the costs of the vanpools are calculated to cover operating, maintenance, and the lease cost.

TRANSIT WORKLOAD	2007/08 Actual	2008/09 Actual	2009/10 Actual	2010/11 Actual	2011/12 Estimated	2012/2013 Proposed
Number of Vans	190	219	195	220	265	282
Miles of Travel	4,043,966	4,774,245	4,471,590	4,523,510	5,530,905	6,310,993
Passenger/Trips	544,220	583,973	583,973	810,493	937,086	1,065,960

PROGRAM: ALL DIVISIONS

Agricultural Vanpools

The Agricultural Vanpool program was started in 2002 by KCAPTA utilizing Federal and State funds. The funds were used to develop a model program, referred to as the AITS (Agricultural Industries Transportation Services), which provided safe transportation alternatives to farm & processing plant laborers. By 2007 the successful model was being promoted statewide. Between 2007 and 2010 the program grew to include 13 Counties. This was accomplished through the use of various agreements between KCAPTA and each county. In January of this year the operation became one of the two elements of CalVans.

In its beginning the program struggled to gain acceptance by the workers and their employers. The first vans were given out with the request that the drivers work to try and attract riders to the program. Often vans carried no more than 5 riders. Over time that number grew too where 8 riders were required for a driver to keep a vans. Up until a year ago the price per rider was a set amount per day, depending how far the van traveled in a week. This method insured payment but did not incentives the driver and riders to fill the van. Last year the pricing was adjusted so that the bill reflected \$.75 a mile divided by the number of passengers. The more riders the van carried the lower the weekly cost. This rate has since been raised to \$.90 per mile in an ongoing attempt to get closer to the \$1.15 per miles cost of the program.

Staff has not raised the rate to \$1.25 due to fear that a large number of drivers and riders would revert to using older vans that are less expensive. The goal is to raising the rate slowly over time full recovery of the cost can be achieved. At the same time Staff is working to lower the cost per mile by growing the program, this will allow us to spread the cost over a larger number of vans.

TRANSIT WORKLOAD	2007/08 Actual	2008/09 Actual	2009/10 Actual	2010/11 Actual	2011/12 Estimated	2012/2013 Proposed
Number of Vans	116	133	152	185	180	200
Miles of Travel	1,878,887	2,449,973	2,348,318	2,186,498	2,709,873	3,103,918
Passenger/Trips	N/A	N/A	N/A	544,102	726,992	1,238,630

PROGRAM: ALL DIVISIONS

REVIEW OF FY 2010/11 OBJECTIVES:

1. Continue to educate employers and employees on the benefits of vanpooling.
Staff continues in this effort but is somewhat limited in some areas due to fiscal constraints.
2. Complete the creations of CalVans. Once established this agency will operate the Vanpool System.
California Vanpool Authority (CalVans) has been established. Nine agencies representing fourteen counties now make up the agency
3. Continue state wide advocacy for vanpooling as a public transit option.
Staff has continued and is presently working with a number of agencies including Caltrans.
4. Assist other agencies in the formation of their own vanpool projects.
Staff has made several presentations on how other agencies could start their own project.
5. Work with member agencies in the reporting of emission benefits for their areas.
Staff now reports emission benefits by county, suitable for reporting to CARB.
6. Work to leverage Federal 5307 funds where possible.
This year CalVans generated more than 1.2 million dollars for member agencies.
7. Continue to expand vanpool services in all participating jurisdictions.
This continues with more success in some areas than others.

DEPARTMENT FISCAL YEAR 2011/2012 OBJECTIVES:

1. Continue to educate employers and employees on the benefits of vanpooling.
2. Continue to leverage non-transit funds to promote and expand the program.
3. Work with Caltrans to develop a statewide advocacy for public vanpools.
4. Continue efforts to generate 5307 funds for member agencies.
5. Continue working with member agencies in the reporting of emission benefits for their areas.

DEPARTMENT: CALVANS
BUDGET YEAR: FY 2012/13

PROGRAM: ALL DIVISIONS

DISCUSSION:

The proposed budget for Fiscal Year 2012/2013 is \$7,347,585 or about 16% greater than last year. The proposed budget also reflects the majority of the operating funds coming from passenger fees paid by those who use the program.

With all major grant finding ending last year the ability to conduct major outreach efforts is somewhat limited. The exception to this is in areas where CMAQ, JARC or other monies have been identified for this purpose. Staff still does presentation on an as needed basis when individuals or employers call.

Operations are underway and growing in all areas except the Sacramento region. For this reason Staff has recommended that the cost of maintaining an operation in that region be funded by monies outside of this budget until sufficient vanpools are placed in the region to offset the administration cost of having an office in the area. For that reason the draft budget does not reflect \$187,000 cost of staffing an office in the region.

STAFF RECOMMENDATION:

The fiscal year 2012/2013 Recommended Budget represents a 16% increase compared to the Adopted Budget for AITS and Vanpool of FY 2011/2012.

Staff recommends that the budget be approved as requested.

BOARD ACTION:

BUDGET UNIT ALL- Cal Van
FUND # 7603

Title	Account	Budget
Salaries & Employee Benefits		
Regular Employees	82110010	1,069,765
Extra Help	82110020	33,234
Overtime	82110030	26,858
Retirement	82120000	179,613
Health Insurance	82130000	233,047
MGMT Benefits/Life	82130010	51,628
Insurance-Workercomp	82131000	100,000
Unemployment Insurance	82140000	14,000
Social Security/Medicare	82151000	97,360
Total Salaries & Employee Benefits		1,805,505
Services & Supplies		
Communications	82212000	368,000
Insurance	82215000	854,100
Maintenance - Equipment	82217000	769,255
Maintenance - Accident Rep	82217012	-
Fuel and Oil	82217020	3,018,285
Maintenance - SI&G	82218000	-
Memberships	82220000	7,000
Cash Shortage	82221010	-
Office Expense	82222000	35,000
Bank Charges	82222005	8,000
Postage & Freight	82222030	15,000
Offset Printing/Stores	82222040	-
Computer Software Expense	82222045	-
Prof & Spec Services	82223000	76,800
Legal Expenses	82223005	20,000
Outreach Expense	82223035	-
Auditing & Accounting	82223040	35,000
Fitness Examinations	82223100	25,447
Supplies & Materials	82223135	18,000
Pubs & Legal Notices	82224000	-
Rents & Leases - Equipment	82225000	225,600
Rents Office Space	82226010	76,000
Small Tools	82227000	-
Purchasing Charges	82228200	3,000
In Services Training	82228465	-
Motor Pool Service	82229000	-
Travel & Expense	82229010	10,000

BUDGET UNIT ALL- Cal Van
FUND # 7603

Title	Account	Budget
Utilities	82230000	40,000
Loan Principal Repayments	82302100	-
Interest Expense	82305100	-
Administrative Allocation	82314000	-
Information Tech Services	82314050	40,000
Cap Charges	82314060	10,000
Loss of Sale of Fixed Asset	89226360	-
Total Services & Supplies		5,654,487
Fixed Assets		
Mobile Data Terminals	82440092	224,593
Total Fixed Assets		224,593
Gross Expenditures		7,684,585

BUDGET UNIT ALL- Cal Van

FUND # 7603

Title	Account	Budget
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BUDGET UNIT ALL- Cal Van

FUND # 7603

Title	Account	Adopted Budget
Sales and Use Tax	81160000	-
Interest on Current Deposits	81400000	-
JARC Funds	81514025	-
St Aid for Transportation	81522025	-
St Aid for Transportation- 1B Funds	81522025	-
Section 5311	81538001	-
CMAQ	81538001	100,000
Fed Aid - 5307 Funds	81538009	-
Federal - 5307 ARRA	81538032	-
SJV Air District Grant	81540019	-
Other InterGovtl Rev	81550035	-
Van Pool Revenue	81700070	5,197,289
Advertisement Revenue	81700075	-
Passenger Fares Transit System	81700100	-
Passenger Fees AITS	81700105	2,150,296
Other Revenue	81720005	237,000
Revenue Transfer In	81810000	-
Remote Deposit Return	81720060	-
Total Revenue		7,684,585

0

BUDGET UNIT ALL- Cal Van

FUND # 7603

Title	Account	Budget
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COST

Total Admin cost		
Total Maint Cost		769,255
Total Insurance Cost		854,100
Total Fuel Cost		3,018,285
Total Leases		225,600
Total		<u>4,867,240</u>

Total Miles		<u>8,965,687</u>
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BUDGET UNIT 9170 - Cal Van ADMIN

FUND # 7603

Title	Account	Budget
Salaries & Employee Benefits		
Regular Employees	82110010	463,579
Extra Help	82110020	33,234
Overtime	82110030	2,686
Retirement	82120000	78,283
Health Insurance	82130000	233,047
MGMT Benefits/Life	82130010	51,628
Insurance-Workercomp	82131000	100,000
Unemployment Insurance	82140000	14,000
Social Security/Medicare	82151000	45,075
Total Salaries & Employee Benefit		1,021,532
Services & Supplies		
Communications	82212000	90,000
Insurance	82215000	23,100
Maintenance - Equipment	82217000	12,000
Maintenance - Accident Rep	82217012	
Fuel and Oil	82217020	
Maintenance - SI&G	82218000	
Memberships	82220000	7,000
Cash Shortage	82221010	
Office Expense	82222000	35,000
Bank Charges	82222005	8,000
Postage & Freight	82222030	15,000
Offset Printing/Stores	82222040	
Computer Software Expense	82222045	
Prof & Spec Services	82223000	12,000
Legal Expenses	82223005	20,000
Outreach Expense	82223035	
Auditing & Accounting	82223040	35,000
Fitness Examinations	82223100	1,000
Supplies & Materials	82223135	18,000
Pubs & Legal Notices	82224000	
Rents & Leases - Equipment	82225000	
Rents Office Space	82226010	60,000
Small Tools	82227000	
Purchasing Charges	82228200	3,000
In Services Training	82228465	
Motor Pool Service	82229000	
Travel & Expense	82229010	7,000
Utilities	82230000	40,000

BUDGET UNIT 9170 - Cal Van ADMIN**FUND # 7603**

Title	Account	Budget
Loan Principal Repayments	82302100	
Interest Expense	82305100	
Administrative Allocation	82314000	(1,170,632)
Information Tech Services	82314050	40,000
Cap Charges	82314060	10,000
Loss of Sale of Fixed Asset	89226360	
Total Services & Supplies		(734,532)
Fixed Assets		
Reserve for purchase of Fixed Assets		224,593
Total Fixed Assets		
Gross Expenditures		287,000

BUDGET UNIT 9170 - Cal Van ADMIN

FUND # 7603

Title	Account	Budget
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BUDGET UNIT 9170 - Cal Van ADMIN

FUND # 7603

Title	Account	Adopted Budget
Sales and Use Tax	81160000	
Interest on Current Deposits	81400000	
JARC Funds	81514025	
St Aid for Transportation	81522025	
St Aid for Transportation- 1B Fund	81522025	
Section 5311	81538001	
CMAQ	81538001	100,000
Fed Aid - 5307 Funds	81538009	
Federal - 5307 ARRA	81538032	
SJV Air District Grant	81540019	
Other InterGovtl Rev	81550035	
Van Pool Revenue	81700070	
Advertisement Revenue	81700075	
Passenger Fares Transit System	81700100	
Passenger Fees AITS	81700105	
Other Revenue	81720005	187,000
Revenue Transfer In	81810000	
Remote Deposit Return	81720060	
Total Revenue		287,000

BUDGET UNIT 9171 - Cal Van - Gen VP
FUND # 7603

Title	Account	Budget
Salaries & Employee Benefits		
Regular Employees	82110010	245,537
Extra Help	82110020	-
Overtime	82110030	9,669
Retirement	82120000	41,044
Health Insurance	82130000	
MGMT Benefits/Life	82130010	
Insurance-Workercomp	82131000	
Unemployment Insurance	82140000	
Social Security/Medicare	82151000	21,126
Total Salaries & Employee Benefits		317,376
Services & Supplies		
Communications	82212000	130,000
Insurance	82215000	467,000
Maintenance - Equipment	82217000	544,880
Maintenance - Accident Rep	82217012	
Fuel and Oil	82217020	1,956,410
Maintenance - SI&G	82218000	
Memberships	82220000	
Cash Shortage	82221010	
Office Expense	82222000	
Bank Charges	82222005	
Postage & Freight	82222030	
Offset Printing/Stores	82222040	
Computer Software Expense	82222045	
Prof & Spec Services	82223000	52,800
Legal Expenses	82223005	
Outreach Expense	82223035	
Auditing & Accounting	82223040	
Fitness Examinations	82223100	16,219
Supplies & Materials	82223135	
Pubs & Legal Notices	82224000	
Rents & Leases - Equipment	82225000	225,600
Rents Office Space	82226010	16,000
Small Tools	82227000	
Purchasing Charges	82228200	
In Services Training	82228465	
Motor Pool Service	82229000	
Travel & Expense	82229010	500
Utilities	82230000	

BUDGET UNIT 9171 - Cal Van - Gen VP
FUND # 7603

Title	Account	Budget
Loan Principal Repayments	82302100	
Interest Expense	82305100	
Administrative Allocation	82314000	468,253
Information Tech Services	82314050	
Cap Charges	82314060	
Loss of Sale of Fixed Asset	89226360	
Total Services & Supplies		3,877,662

BUDGET UNIT 9171 - Cal Van - Gen VP
FUND # 7603

Title	Account	Budget
Fixed Assets		
Reserve for purchase of Fixed Assets		
Total Fixed Assets		-
Gross Expenditures		4,195,038

BUDGET UNIT 9171 - Cal Van - Vanpool
FUND # 7603

Title	Account	Adopted Budget
Sales and Use Tax	81160000	
Interest on Current Deposits	81400000	
JARC Funds	81514025	
St Aid for Transportation	81522025	
St Aid for Transportation- 1B Funds	81522025	
Section 5311	81538001	
CMAQ	81538001	
Fed Aid - 5307 Funds	81538009	
JARC Funds	81514025	
SJV Air District Grant	81540019	
Other InterGovtl Rev	81550035	
Van Pool Revenue	81700070	5,197,289
Advertisement Revenue	81700075	
Passenger Fares Transit System	81700100	
Passenger Fees AITS	81700105	
Other Revenue	81720005	
Revenue Transfer In	81810000	
Remote Deposit Return	81720060	
Total Revenue		5,197,289

1,002,251

BUDGET UNIT 9171 - Cal Van - Gen VP
FUND # 7603

Title	Account	Budget
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COST

Total Admin cost		1,001,148
Total Maint Cost		544,880
Total Insurance Cost		467,000
Total Fuel Cost		1,956,410
Total Leases		225,600
Total		<u>4,195,038</u>

Total Miles 6,311,000

CPM

CPM Admin cost		0.16
CPM Maint Cost		0.09
Insurance Cost		0.07
Total Fuel Cost		0.31
Total Leases		0.04
Total		<u>0.66</u>

PMT CPM 0.82

CPM Variance 0.16
 Dollar Variance 1,002,251

BUDGET UNIT 9172 - Cal Van - Ag VP**FUND # 7603**

Title	Account	Budget
Salaries & Employee Benefits		
Regular Employees	82110010	360,649
Extra Help	82110020	
Overtime	82110030	14,503
Retirement	82120000	60,286
Health Insurance	82130000	
MGMT Benefits/Life	82130010	
Insurance-Workercomp	82131000	
Unemployment Insurance	82140000	
Social Security/Medicare	82151000	31,159
Total Salaries & Employee Benefits		466,597
Services & Supplies		
Communications	82212000	148,000
Insurance	82215000	364,000
Maintenance - Equipment	82217000	212,375
Maintenance - Accident Rep	82217012	
Fuel and Oil	82217020	1,061,875
Maintenance - SI&G	82218000	
Memberships	82220000	
Cash Shortage	82221010	
Office Expense	82222000	
Bank Charges	82222005	
Postage & Freight	82222030	
Offset Printing/Stores	82222040	
Computer Software Expense	82222045	
Prof & Spec Services	82223000	12,000
Legal Expenses	82223005	
Outreach Expense	82223035	
Auditing & Accounting	82223040	
Fitness Examinations	82223100	8,228
Supplies & Materials	82223135	
Pubs & Legal Notices	82224000	
Rents & Leases - Equipment	82225000	
Rents Office Space	82226010	
Small Tools	82227000	
Purchasing Charges	82228200	
In Services Training	82228465	
Motor Pool Service	82229000	
Travel & Expense	82229010	2,500
Utilities	82230000	

BUDGET UNIT 9172 - Cal Van - Ag VP
FUND # 7603

Title	Account	Budget
Loan Principal Repayments	82302100	
Interest Expense	82305100	
Administrative Allocation	82314000	702,379
Information Tech Services	82314050	
Cap Charges	82314060	
Loss of Sale of Fixed Asset	89226360	
Total Services & Supplies		2,511,357
Reserve for purchase of Fixed Assets		
Total Fixed Assets		-
Gross Expenditures		2,977,954

BUDGET UNIT 9172 - Cal Van - Ag VP

FUND # 7603

Title	Account	Budget
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BUDGET UNIT 9172 - Cal Van - Farm Labor

FUND # 7603

Title	Account	Adopted Budget
Sales and Use Tax	81160000	
Interest on Current Deposits	81400000	
JARC Funds	81514025	
St Aid for Transportation	81522025	
St Aid for Transportation- 1B Funds	81522025	
Section 5311	81538001	
CMAQ	81538001	
Fed Aid - 5307 Funds	81538009	
Federal - 5307 ARRA	81538032	
SJV Air District Grant	81540019	
Other InterGovtl Rev	81550035	
Van Pool Revenue	81700070	
Advertisement Revenue	81700075	
Passenger Fares Transit System	81700100	
Passenger Fees AITS	81700105	2,150,296
Other Revenue	81720005	50,000
Revenue Transfer In	81810000	
Remote Deposit Return	81720060	
Total Revenue		2,200,296

(777,657)

BUDGET UNIT 9172 - Cal Van - Ag VP

FUND # 7603

Title	Account	Budget
COST		
Total Admin cost		1,339,704
Total Maint Cost		212,375
Total Insurance Cost		364,000
Total Fuel Cost		1,061,875
Total Leases		-
Total		<u>2,977,954</u>
Total Miles		2,654,687
CPM		
CPM Admin cost		0.50
CPM Maint Cost		0.08
Insurance Cost		0.14
Total Fuel Cost		0.40
Total Leases		-
Total		<u>1.12</u>
PMT CPM		0.81
CPM Variance		(0.31)
Dollar Variance		(827,657)