

# CALIFORNIA VANPOOL AUTHORITY

## Board of Directors

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

**Meeting Date: April 11, 2018**

**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, 24580 Silver Cloud Court Monterey, CA 93940
- Fresno Council of Governments, 1948 High Street, Selma, CA 93662.
- 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, Maricopa City Hall, 400 California Avenue, (Hwy 33), Maricopa, CA 93252
- Madera County Transportation Commission, Madera County Transportation Commission, 2001 Howard Rd., Suite 201, Madera, Ca. 93637
- Merced County Association of Governments, Conference Room, 369 West 18<sup>th</sup> Street, Merced, CA 95340, and Los Banos City Hall, Conference Room B, 520 J Street, Los Banos, CA 93635
- Riverside County Transportation Commission, Cathedral City, City Hall, 68-700 Avenida Lalo Guerrero, Cathedral City, CA 92234
- San Bernardino County Transportation Authority, Yucca Valley Town Hall Conference Room, 57098 Twentynine Palms Highway, Yucca Valley CA 92284
- San Joaquin Council of Governments, 555 E. Weber Avenue, Stockton, CA 95202 and San Joaquin County Administration Building, 44 N. San Joaquin Street, Room 637, Stockton, CA 95202
- Santa Barbara County Association of Governments, 1644 Oak Street, Solvang CA 93463
- Stanislaus Council of Government, 1010, 10<sup>th</sup> St., Suite 6200, Modesto, CA 95354
- Tulare County Association of Governments, Conference Room, 210 N Church St., Suite B, Visalia, CA 93291 and Visalia Government Plaza Main Lobby, 5953 S Moony Blvd. Visalia, CA 93277.
- Ventura County Transportation Commission, Conference Room, 950 County Square Drive, Suite 108, Ventura, CA 9300

**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.*

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**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	Action
	A. Minutes of February 14, 2019	
	B. Increase insurance coverage from 10 to 15 million	
	C. Establish and fill Transit Aid position in Santa Maria area	
4.	System Update	Information
	A. Presentations and Outreach events	
	B. Status of Farmworker vanpool assignments	
4.	Authorize Use of Vehicle Lease Agreement	Action
5.	Authorize Application for \$4.7 in CARB Funds	Action
6.	Review and approve FY 17-18 Audit	Action
7.	Adjournment --- Next meeting May 9th	

Attachments:

Item	Page	Description
A.	8	Board minutes for 2-14-19
B.	11	TAC Minutes for 3-29-19
C.	15	Insurance Proposal
D.	41	Vehicle Lease Agreement
E.	46	Letter from CARB regarding funding opportunity and response
F.	50	FY 17-18 Audit

## **STAFF REPORT**

### **3. Consent Items**

A. Minutes of February 14, 2019

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

B. Increase insurance coverage from 10 to 15 million.

Our present insurance coverage totals 10 million, made up of three layers. The first is a base policy of 1 million followed by two umbrella policies of 1 million and 8 million. Mark Nelson, our insurance broker with Carl Nelson Insurance, was able locate an additional umbrella of 5 million for an annual cost of \$70,137.29.

Our loss rate over the past several years has been good and we may never need the additional insurance, but it seems it is a reasonable cost to have the increased limits if we were to ever need it. Staff is recommending that we purchase the additional coverage.

C. Establish and fill Transit Aid position in Santa Maria

The operations in Santa Maria are covered by staff located in the Ventura office. Last year we hired an extra help position to work in Santa Maria and minimize the number of 4 hour round trips from Ventura. The number of vans in Santa Maria has grown from 35 in 2017 to a projection of 100 this summer staff. Staff is therefore recommending that a full time Transit Aide position be created, filled and assigned the Santa Maria area.

### **4. System Update**

A. **Presentations and Outreach events**

Staff participated in a number of events over the past several months. They were:

February 15<sup>th</sup>

Staff participated in the 6<sup>th</sup> Annual Farmworker Appreciation Day and Resource Fair held in Porterville at the Santa Fe Elementary School.

February 23<sup>rd</sup>

Staff joined with the Fresno Area Hispanic Foundation in a Central Valley Quarterly Compliance Training.

February 24<sup>th</sup>

Staff along with multiple agencies held a CalVans Driver Appreciation Day & Resource Fair at the Orosi Memorial Hall in Orosi.

February 26<sup>th</sup>-28<sup>th</sup>

Staff participated in the Ag Safe Conference held in Monterey. CalVans had a table at the event where participants could inquire about the CalVans program.

March 1<sup>st</sup>

Staff participated in an event titled: “Shifting From Maintaining LOS to Reducing VMT: Case Studies of Analysis and Mitigation for Implementing SB 743”. The event was held at the Southern California Association of Governments office in Los Angeles. CalVans presentation was on the ability to return federal funds through the reporting of vanpool trip data to the federal government and ways these funds could be applied to increase the number of vanpool participants.

March 6<sup>th</sup>

Participated in Ag Safety and Compliance Day in Bakersfield at the Bakersfield Marriott.

March 14<sup>th</sup>

Staff joined the CHP, Department of Labor and CAL/OSHA joined in a Farm Labor Contractor Training event held at Coachella Valley Water District office in Coachella.

March 16<sup>th</sup>

Staff, along with Los Banos city, Merced COG and San Joaquin COG staff held an outreach event in Los Banos focuses on all modes of transportation.

March 20<sup>th</sup>

Participated with Local Government Commission, Comite Civico Valle, Inc, CARB and the Strategic Growth Council in a community outreach event in Imperial focused on CARB’s effort to increase the use of electric cars and hybrid vanpools.

March 23<sup>rd</sup>

Participated in Ag Day at the Fresno Zoo. Tables were setup around the Zoo where individuals were able to get information related to agricultural workers.

March 24<sup>th</sup>

Staff along with multiple agencies held a CalVans Driver Appreciation Day & Resource Fair Delano at the city park.

March 25<sup>th</sup>

Staff met with Federal DOL staff in Fan Francisco to go over how The CalVans program is administered to insure compliance with DOL goals.

This is a link to press release highlighting the recent hybrid vans we purchased:

[http://www.prweb.com/releases/calvans\\_partners\\_with\\_xl\\_to\\_green\\_its\\_ride\\_sharing\\_fleet/prweb16175291.htm](http://www.prweb.com/releases/calvans_partners_with_xl_to_green_its_ride_sharing_fleet/prweb16175291.htm)

**B. Status of Farmworker vanpool assignments**

At the present time all available vans have been spoken for. Those calling for vans now have been asked to be put on a waiting list should a van become available. The following is a breakdown of assignments for all vanpools by region with a column noting the growth since summer 0f 2017:

**Breakdown by Region**

Region	All Vans	General	Agriculture	Growth
San Joaquin Valley	385	230	155	19
Salinas Valley	213	12	201	70
Santa Barbara/Ventura	180	2	178	119
Imperial Valley	29	0	29	-12
Total	807	244	563	196

**Breakdown By County**

County	All Vans	General	Agriculture	Growth
Monterey	212	12	200	74
Fresno	138	62	76	1
Tulare	93	77	16	-1
Kings	66	64	2	-1
Inperial	23	0	23	-18
Santa Barbara	135	0	135	100
Kern	31	20	11	0
Ventura	33	0	33	7
Madera	15	1	14	-10
San Luis Obispo	12	2	10	5
Merced	18	3	15	12
Stanislaus	3	1	2	3
Riverside	6		6	6
Sacramento	9		9	9
Santa Clara	1		1	1
San Joaquin	12	2	10	8
Totals	807	244	563	196

All areas have grown over last summer with the largest growth in the Monterey and Santa Barbara (Santa Maria) areas.

Staff has surveyed those using the vans to determine how many are being used to transport H2A workers and those receiving vouchers from their employer. Last year approximately 30% were used to transport H2A workers, that number has grown to 54%. Interestingly, the number of vans receiving vouchers has stayed constant; it was 85% last year. At an average ridership of 13 riders per van we are transporting 7,293 riders while providing over 14,000 daily trips. The daily trip number is understated as most farmworkers get in the van multiple times through out the day as the worksite changes.

	Vans	%	Riders
Total	563		7,345
H2A	302	54%	3,926
Cash	79	14%	1,027
Voucher	482	86%	6,266

## **5. Authorize Use of Vehicle Lease Agreement**

As stated earlier we are out of vans but are still receiving requests for this summer. Staff has discussed the possibility of having a contractor secure their own vans that could then be operated under the CalVans program. The contractors calling have stated that they would be willing secure vans if that is what it would take.

The vans would be GMC or Chevrolet 15-passenger vans, be inspected to insure they are in good running orders and be leased to CalVans at no cost for the period they are being used. The vans would be inspected, receive CalVans logos, GPS system and in all outward appearance be part of the CalVans fleet. The duration of use would depend upon the needs of the grower. CalVans would assume routine maintenance and service while operating the van. Major repairs such as engines or transmission repairs would be a responsibility of the contractor.

There are presently three contractors that want to move forward with an agreement. They are located in Riverside, Ventura and the San Joaquin Valley.

Staff is recommending that the attached Vehicle Lease Agreement, drafted by council, would be used moving forward.

## **6. Authorize Application for \$4.7 in CARB Funds**

Staff has received and assigned the 154 vans funded under the Agricultural Worker Vanpool Pilot Project, funded with \$3 million in CARB grant funds for FY 16-17 and \$3 million in FY-17-18. An additional \$3 million is available in FY 18-19. CARB staff notified staff that CalVans can now apply for these funds. They have also indicated that additional funds are available should they be needed to buy additional farmworker vans. Staff has projected needs for the summer of 2020 and estimates another 120 vans will be needed to meet the demand.

To get the vans here and outfitted for next summer we will need to order them now, as the last order took about 8 months to complete. Staff has sent an application to CARB stating that we will need a total of \$4.7 million to purchase the 120 vans that we will need. It is anticipated that the grant request executed within the next 30 days. That will allow us to place the order in this model year. The vans will be hybrid vans, identical to the ones we purchased last year.

Staff is also working with CARB staff on their next three year funding plan. This looks at FY 2020 through FY 2023. Staff was asked to project what our funding needs would be given the continued growth of the farmworker vanpools program. Staff looked at the growth in each region to come up with projections shown below:

Region	2018 Fleet Allocation	Actual 2019 Fleet Assignment as of 3-1-19	Estimated Growth	Projected needs for July 2020	Projected needs for July 2021	Projected needs for July 2022	Projected needs for July 2023
San Joaquin Valley	115	195	17%	269	315	368	431
Salinas Valley	136	188	22%	254	310	378	461
Santa Barbara/Ventura	102	154	20%	203	243	292	350
Imperial Valley	54	29	0%	54	60	60	60
Total vans	407	566	62%	780	928	1,099	1,303
Year over year Increase				119	149	170	204
Projected Capital Costs				\$4,746,400	\$5,942,408	\$6,812,207	\$8,164,907

Given the continued growth in the program Staff will be recommending grant funding of approximately \$18 million over the three year period.

At this time staff is requesting authorization to sign a grant agreement with CARB for \$4.7 fund an additional 120 farmworker vanpools as part of the Agricultural Worker Vanpool Pilot Project.

**7. Review and approve FY 17-18 Audit**

The audit has been completed and is attached for review. The audit reflects a continued increase in revenues and expenses. This is due in large part to growth in our Farmworker vanpool program. This growth will continue as our farmlabor fleet size has increased by 35% over last year. Our general vanpool fleet size has remained constant over the past year.

The audit reflects a net loss of \$735,004 based on the accrual basis which does not include depreciation. The loss resulted from an increase demand, primarily in the farmlabor side of the program. To offset this loss going forward mileage rates were increased. It is estimated that the increases will result in additional revenue of \$824,546 for FY 18-19. On annual bases this will be an increase of \$1,015,297.

The breakdown of how this increase was arrived at is shown below.

CALVANS  
 PROJECTED INCREASE IN REVENUES  
 FOR FY 2018-19

<b><u>Total FY 17-18 FL miles</u></b>	5,780,334	Total FL miles
85% of miles at .10 increase	4,913,284	
15% Of miles at .02 increase	867,050	
 Total VP miles \$0.05 increase	 5,045,862	

**1) - A \$0.10 increase in miles Rate as of 10/1/2018**

**The increase was effective for 9 months of FY 2018-19**

**2) - A 35% increase in vehicles miles is projected.**

	<u>Projected Miles</u>	<u>Projected increase in Revenues</u>
<b><u>Projected FY 18-19 FL miles</u></b>	7,803,451	
85% of miles at \$0.10 increase per mile	6,632,933	497,470
15% Of miles at \$0.03 increase per mile	997,108	74,783
Total VP miles \$0.05 increase per mile	5,045,862	<u>252,293</u>
Revenue increase for based on FY 18-19 ridership		824,546