



MEASURE J TRAFFIC CONGESTION RELIEF AGENCY

BOARD OF DIRECTORS

Summary of Actions

Tuesday, June 15, 2021

4:00 PM

DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Committee members, staff and the public may participate remotely via Zoom at <https://us02web.zoom.us/j/2641785183> or by calling 1 669 900 6833 using Meeting 264 178 5183.

Public Comment

Public comment may be submitted in advance of the meeting via email to admin@ridetraffic.com. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the TRAFFIX Board of Directors before or during the meeting. Please submit public comments as soon as possible so that they can be provided to the TRAFFIX Board of Directors before, and, as feasible, during the meeting.

Any document provided to a majority of the members of the Measure J Traffic Congestion Relief Agency (TRAFFIX) Board of Directors any item on this agenda will be made available for public inspection at the meeting. Members of the public may arrange to view documents after the meeting by calling the TRAFFIX Administrative Coordinator at 925-973-2649 during normal business hours.

- I. **Call to Order-** Vice Chair Morgan called the meeting to order at 4:02 PM
- II. **Roll Call-** Chair Candace Andersen (Contra Costa County), Vice Chair Renee Morgan (Town of Danville), Director Newell Arnerich (Town of Danville), Director Rachel Hurd (SRVUSD), Director Laura Bratt (SRVUSD), Director Dave Hudson (City of San Ramon), Director Sabina Zafar (City of San Ramon), Andy Dillard (Town of Danville). Robert Sarmiento (Contra Costa County), Stephanie Kellogg (Contra Costa County), Lisa Bobadilla (City of San Ramon), Danny Hillman (SRVUSD), Henry Cooper (First Student), Michael Conneran (TRAFFIX Attorney), Megan Wilkerson (TRAFFIX Program Manager).
- III. **Public Comment-** None Received.
- IV. **Order of the Agenda-** No Change.

V. Consent Calendar- None

VI. Reports and Presentations

A. Receive Update on TRAFFIX Pass Sales, Marketing and Outreach

Ms. Wilkerson reported that the SRVUSD bell schedule has been released. Due to the existing schedule, TRAFFIX will be unable to serve all 39 routes. The middle and elementary timeframe is too close to tier these routes. TRAFFIX will need to decide which 24 routes will run.

The financial impact on the program would be down \$350,000 in Fare Box Revenue. The impact on the operations would remain the same.

Director Arnerich stated that the SRVUSD needs to take the busing into consideration and that tiering was a crucial element for the success of the TRAFFIX program. He proposed a discussion about how to remedy this situation. The fundamental funding is in jeopardy if the full TRAFFIX route schedule cannot be implemented.

Mr. Hillman introduced the SRVUSD rationale for the new bell schedule for the Fall. All level schools will start at the same times. There are certain codes that reinforce that middle schools cannot start before 8:00 AM. Elementary schools that will have TRAFFIX service, the district mandated that they opt in for the 8:45 AM start time. The negotiations with the unions have been complete taking into consideration the instructional minutes.

Director Arnerich asked if the bell schedules could be adjusted. Mr. Hillman commented that in order to change, SRVUSD would need to renegotiate all contracts in place. Mr. Arnerich reminded SRVUSD of the partnership between the agencies and the agreement to tier school bell times in order to provide service.

Director Hudson agreed and asked that SRVUSD revisit the bell schedules to determine if the schedule can work. Director Hurd stated that the SRVUSD can revisit the bell schedules at the district level, and see if the schedules can be adjusted.

Ms. Wilkerson presented options that might help remedy the schedule situation. Director Arnerich asked Director Hurd on the timeframe. Director Hurd commented that she will discuss with Dr. Malloy and Mr. Hillman, and update TRAFFIX accordingly.

Chair Andersen agreed that if SRVUSD can't renegotiating bell schedules, that would be the best option.

Ms. Wilkerson also commented that bus pass sales are on hold due to the bell schedules, social distancing guidelines, and further information from the County

Health Department. She stated that mid-July would be a better timeframe for pass sales. Director Zafar agreed. .

B. Receive Update on TRAFFIX Operations

B.1. Receive TRAFFIX Administrative Coordinator Report

Ms. Wilkerson commented that her report was complete in the TRAFFIX Pass Sales Report.

Marketing and Outreach

B.2. Receive First Student Location Manager Report

Mr. Cooper provided a brief update that the 2021 spring school year ended well thanks to support from Ms. Wilkerson and Ms. Lee. Ms. Lee is no longer with First Student and a new replacement will be on board as soon as possible. The depot is preparing for fall 2021.

VII. Old Business

A. Receive Verbal Update on SRVUSD School Schedule for 2021-2022

Update given during the Administrative Coordinator TRAFFIX Pass Sales.

Marketing and Outreach Report.

B. Receive Verbal Update on Digital Bus Pass and QR Code Technology

Ms. Wilkerson updated the Board that she is looking into options. Following the direction from Jason Flores from SRVUSD, . she is gathering information and will update the Board. The program will likely not be in place for Fall 2021, but will keep pursuing options for Fall 2022 at minimum.

VIII. New Business

A. Approve the TRAFFIX Pass Rate Schedule for the 2021-2022 School Year and **Adopt** Resolution 2021-02

Motion to Approve by Director Arnerich, Second by Director Hudson. Vote passes 7-0.

Ms. Wilkerson introduced the 2021-2022 Pass Fare schedule to the Board. Promotional pass rate being \$425 and regular pass rate at \$475 for an annual pass.

Director Arnerich suggested that the 2021-2022 Financial Plan cannot be approved without bus pass fare and fare box allocations with less routes. The Contra Costa

Transportation Authority (CCTA) will need to have a TRAFFIX budget to approve the allocation of FY 2021-2022 funds.

Director Hudson stated that the program needs to show the effectiveness of traffic congestion relief, in order to receive funding.

Mr. Conneran suggested approving the budget today and that it can be amended by majority of the Board's approval at a later date if there are major changes.

B. Approve 2021-2022 TRAFFIX Financial Plan

Motion to Approve* by Director Arnerich, Second by Director Hudson. Vote passes 7-0.

***Motion to approve subject to the SRVUSD making efforts to revise the bell schedule to accommodate all 39 routes, and if an agreement cannot be made that TRAFFIX and CCTA will meet to discuss the future funding of the TRAFFIX program.**

Ms. Wilkerson introduced the 2021-2022 Financial Plan drafted for TRAFFIX Board Approval. She commented that the Measure J Funds in the budget were conservative to not overstate income. She stated the increases in each line item and asked if there were questions from the Board.

Director Arnerich confirmed that the financial plan accounts for all 39 routes running, with \$425 and \$475 pass rates. Ms. Wilkerson confirmed.

C. Approve 2020-2021 Customer Service Survey

Motion to Approve by Director Zafar, Second by Director Arnerich. Vote passes 7-0.

Ms. Wilkerson presented the survey questions to the Board for review. She suggested sending the survey to parents starting on June 16 and close the survey on June 30th, so she can prepare the results for the July Board meeting.

IX. Adjournment: Vice Chair Morgan adjourned the meeting at 4:47 PM.