



**MEASURE J TRAFFIC CONGESTION RELIEF AGENCY**

**BOARD OF DIRECTORS**

**Meeting Agenda**

**MONDAY May 22, 2023**

**3:30 PM**

**San Ramon Valley School District Office**

**699 Old Orchard Drive**

**Danville, CA 94526**

Written public comment may be submitted in advance of the meeting via email to [admin@ridetraffic.com](mailto: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 regarding 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 925-553-6253 during normal business hours.*

**I. Call to Order**

**II. Roll Call**

**III. Public Comment**

**IV. Order of the Agenda**

**V. Consent Calendar**

**A. Approve** the Summary of Actions from March 20, 2023 and April 10, 2023 Meeting Notes

**VI. Reports and Presentations**

- A. Receive Update** from Administrative Coordinator on Pass Sales, Marketing and Outreach
- B. Receive Update** from Administrative Coordinator on TRAFFIX Operations
- C. Receive** First Student Location Manager Report

**VII. Old Business**

- A. Receive** updated roster
- B. Receive** Update on Level of Service Analysis conducted by TJKM Consulting Group
- C. Receive Update** on program of unduplicated student passes purchased by SRVUSD

**VIII. New Business**

- A. Discuss** TRAFFIX participation in the Danville 4<sup>th</sup> of July parade
- B. Review and Approve** Customer Service Survey for the 2022/23 school year
- C. Elect** TRAFFIX Chair and Vice Chair for the 2023/24 School Year
- D. Review and Approve** contract with MAZE auditing
- E. Review and Approve** contract with JJACPA Accounting firm
- F. Review and Approve** SRVUSD MOU renewal
- G. Review and Approve** how to add a permanent part time assistant to the TRAFFIX Program
- H. Review and Approve** TRAFFIX Financial Plan for FY 2023/24

**Adjournment:** The next scheduled meeting is Monday, July 17, 2023 at 3:00 PM at the San Ramon Valley School District office.

**CERTIFICATION**

I hereby certify that the foregoing agenda was posted at the San Ramon Valley School District Office, 699 Old Orchard Drive, Danville, CA 72 hours in advance of the noted meeting.

*Ilana Israel Samuels*

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Ilana Israel Samuels, Director, Communications & Community Relations  
San Ramon Valley School District