



MEASURE J TRAFFIC CONGESTION RELIEF AGENCY

BOARD OF DIRECTORS

Meeting Agenda

Monday, September 18, 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.

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 925-973-2649 during normal business hours.

I. Call to Order – Chair Bratt called the meeting to order at 3:34 pm.

II. Roll Call – Chair Bratt asked Kellie Fahey to conduct roll call.

Present: Director Laura Bratt (SRVUSD), Supervisor Candace Andersen (CCTA), Director Rachel Hurd (SRVUSD), Director Karen Stepper (Danville), Director Newell Arnerich (San Ramon), Chris Weeks (San Ramon), Andy Dillard (Danville), Adam Cleary (Danville), Robert Sarmiento (Contra Costa County), Matt Sanchez (SRVUSD), Michael Conneran (TRAFFIX attorney), Kellie Fahey (Administrative Coordinator)

Absent: Director Perkins and Director Rubio

III. Public Comment - None

IV. Order of the Agenda – No changes to the agenda

V. Consent Calendar

A. Approve the Summary of Actions from July 17, 2023 Meeting

Motion to approve by Director Stepper, Second Director Andersen

Approved as revised on Page 4, second paragraph.

Motion Passes 5-0

VI. Reports and Presentations

A. Receive Update TRAFFIX Administrative Coordinator Report on TRAFFIX Pass Sales, Marketing, Operations and Outreach

Ms. Fahey reported that 1253 bus passes have been purchased. Monte Vista buses are sold out with extensive waitlists on all routes. San Ramon Valley High has five spots available and Cal High has four spots available. The final pass sales number last year was **1296**.

In August of 2022, the pass sales were 1334. However, there were 39 refunds due to Middle School bell schedule challenges, in which, have now been resolved.

San Ramon School District has issued 64 bus pass waivers. Of the 64 waivers, 25 are new riders and 39 were already utilizing the TRAFFIX program.

First Student has reported five incidents since the beginning of the school year. Three of the incidents occurred on the Monte Vista buses and one at Pine Valley Middle School. The violations included moving around on the bus, not wearing seatbelts and using loud voices. The fifth incident happened on the San Ramon Valley High school bus. The SRVH driver reported that he suspected students were vaping and drinking on the bus on the drive to school. As the identity of the students were unknown, TRAFFIX requested that an Assistant Principal talk to the students on the bus. This also happened on a Monte Vista route and an assistant principal talked to the students in the same manner.

There was discussion from the Board about cameras on the bus. Mr. Cooper reported that the seat backs are very high giving the students the ability to hide behind to vape without being noted.

TRAFFIX Staff tabled at all back to school and registration events at the Middle and Elementary schools. Going forward the outreach will focus on social media, PTA meetings and other school events.

New TRAFFIX brochures have been delivered to all the TRAFFIX served schools for parents to pick up in the school lobbies.

A Driver Appreciation Holiday party will be scheduled in early December.

B. Receive Update from First Student Location Manager Report

Mr. Cooper reported that it has been a good start to the new school year. TRAFFIX is currently down two drivers; however, charter drivers are being utilized to cover these spots. There are ten trainees in the pipeline, with two awaiting the CHP test.

This is the second year of having the First View app. Due to several bell schedule changes it is took longer than usual to get adjusted. However, all routes have settled into their assigned schedules.

VII. Old Business

A. Receive Update on Level of Service Analysis

Chris Weeks reported that the Level of Service analysis report was received just prior to the Board mtg by TAG and had not yet been reviewed. TAG would like to propose that a special meeting be set in October to discuss the report submitted by TJKM Consulting.

The Board discussed at length that a full understanding of the report is mandatory. The parents in the SRVUSD community that are not served by TRAFFIX are requiring an answer as to why their schools are not being served.

Director Arnerich commented that ample time would be needed to get a full understanding and to discuss any ramifications of suggested changes. Analysis of the report will take multiple meetings.

Director Hurd commented that the school district needs to understand the big picture of the program including why tiering is essential.

Mr. Weeks commented that as a group we can integrate and understand the report that has been given. TJKM has agreed to attend meetings upon the understanding that more money needs to be allocated to them.

Director Hurd commented the Programs job is to maximize taxpayer dollars by sustaining and growing the program. The data provided through the analysis is giving a huge opportunity to show where traffic is located in the San Ramon Valley.

Director Bratt commented that the school district experts need to be pulled into the meetings to help make decisions.

Director Arnerich commented that the school is chosen for the service are located in the worst amount of traffic.

Director Hurd commented that upon formation of the Program bus routes were developed and determined upon the length of the route. Over time, this was changed and the students would meet up in one place to gather for the bus. This process needs to be tested in its validity.

Mr. Dillard suggested that TAG prepare extensive PowerPoints for the presentation. This would be helpful for an overall baseline to the Program. Director Andersen requested a TRAFFIX Town Hall meeting for the public after the initial meetings were completed. An invitation will be extended to School District officials, the CAC and the community at large.

VIII. Review New Business

A. Receive Update on Unity Day October 31, 2023

Ms. Fahey reported that baseball hats have been ordered for the drivers and staff at First Student. The drivers will be encouraged to wear tee-shirts from previous years in addition to the hats.

B. Receive Update on National School Bus Safety Week October 16-20, 2023

A poster has been created that will be hung up in each bus during the week of bus safety. The poster will be laminated for the ability to reuse every year. Additionally, a rubber wristband (National Safety Week & I am a safe rider) will be given out to all students as they enter the bus.

C. Receive Update on San Ramon Light Parade

The 40-year Birthday of San Ramon is being celebrated with a light parade. The parade route will be on Camino Ramon, between Norris and Bishop Drive on Nov. 4, 2023, at 6:30pm.

First Student has offered to donate the bus and fuel for the parade. TRAFFIX will pay for the labor of the driver. Additionally, TRAFFIX will have the parade fee waived for being a partner with the City of San Ramon. The bus will be decorated with LED lighting on the in and outside of the bus.

Additionally, the banners will be strung on the outside of the bus lit up with smaller lights.

D. Receive Update and provide direction to staff regarding contract extension negotiations.

Michael Conneran reported that the current First Student contract ends on July 31, 2024. The deadline to respond to First Student of TRAFFIX's renewal plan is February 1, 2024. The purpose of this agenda item is to receive input from the Board if this is something you would like to consider with the options provided.

Options:

Three – one-year extensions: Exercise year-by-year extensions with this being the most expensive route.

Five-year extension - This will be the best price. Under the powers of the agency, the Board can legally entertain this extension.

Conversation ensued within the board of the length of time the Program will remain in place, which is 10 more years (unless more funding is

received beyond that time).

Director Newell commented that if the five-year extension is the least expensive of the options, then that would be the route to take. Noting that performance of First Student has vastly improved. A five-year extension and using reserves for one year would wrap up the contract. The relationship with First Student is strong and TRAFFIX needs to take advantage of this. Additionally, the drivers will feel more secure if a longer-term contract is in place.

Mr. Conneran suggested getting three and five year pricing extension quotes.

Director Hurd asked if there were any downsides of committing to a 5-year extension. Mr. Conneran answered that a downside would be the age of the equipment. Rolling into the sixth year a mandate would need to be in place for new equipment.

Director Arnerich added that a list of ages and maintenance/service records should be requested to consider which buses should be swapped out.

IX. Adjournment: The next scheduled meeting is Monday, November 13, 2023 at 3:30 PM.

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

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