



SamTrans Citizens Advisory Committee (CAC)
1250 San Carlos Avenue, San Carlos, CA 94070, Bacciocco Auditorium, 2nd Floor

AGENDA

June 4, 2008 - Wednesday

6:30 PM

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Public Comments
4. Approval of Meeting Minutes for May 7, 2008
5. Presentation - Sub-Committee Recommendations and Staff Responses – C. Patton
6. Report of the Chair
7. SamTrans Staff Update
8. CAC Member Comments/Requests
9. Liaison Reports
 - a. SamTrans Board – Wayne Kingsford-Smith
 - b. ADA Technical Advisory Committee – Vacant
 - c. Caltrain Accessibility Advisory Committee – Vacant
 - d. Peninsula Corridor Joint Powers Board – David Wilcox
 - e. Peninsula Corridor Joint Powers Board Citizens Advisory Committee – Andy Chow
 - f. Senior Mobility Action Plan – Ken Feldstein
10. Next Meeting: Wednesday, July 2, 2008 at 6:30 p.m., 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd floor, San Carlos, CA
11. Adjournment

All items on this agenda are subject to action

CAC MEMBERS: T. Ames, J. Baker, A. Chow, K. Chu, T. Collette, K. Feldstein, M. Hall, P. Hitchcock
W. Kingsford-Smith (Chair), P. Loranger, D. Milton (Vice-Chair), K. Nobles, P. Ratto, D. Wilcox

INFORMATION TO THE PUBLIC

If you have questions on the agenda, please contact the Assistant District Secretary at 650.508.6223. Assisted listening devices are available upon request. Agendas are available on the SamTrans Website at www.samtrans.com.

Date and Time of Boards and Advisory Committee Meetings

San Mateo County Transit District (SamTrans) Committees and Board: Second Wednesday of the month, 2 PM. SamTrans Citizens Advisory Committee: First Wednesday of the month, 6:30 PM. Date, time and location of meetings may be changed as needed.

Location of Meeting

The SamTrans Administrative Building is located at 1250 San Carlos Ave., San Carlos, which is one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus Routes: 260, 295, 390, 391, KX.

Public Comment

If you wish to address the Citizens Advisory Committee, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Citizens Advisory Committee and included for the official record, please hand it to the Assistant District Secretary, who will distribute the information to the Committee members and staff.

Members of the public may address the Citizens Advisory Committee on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to three minutes and items raised that require a response will be deferred for staff reply.

Accessibility for Individuals with Disabilities

Upon request, SamTrans will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to Nancy McKenna at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email to cacsecretary@samtrans.com; or by phone at 650.508.6279, or TDD 650.508.6448.

Availability of Public Records

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.

**SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**CITIZENS ADVISORY COMMITTEE
MINUTES OF MEETING – MAY 7, 2008**

COMMITTEE MEMBERS PRESENT: Tom Ames, John Baker, Andy Chow, Kristina Chu, Tom Collette, Maureen Hall, Wayne Kingsford-Smith (Chair), Peter Loranger, David Milton (Vice-Chair), Kim Nobles, David Wilcox

COMMITTEE MEMBERS ABSENT: Ken Feldstein, Pam Hitchcock, Molly Kennedy, Peter Ratto

SAMTRANS STAFF PRESENT: Pat Boland, Nancy McKenna

Chair Wayne Kingsford-Smith called the meeting to order at 6:30 p.m.

INTRODUCTION OF NEW CAC MEMBER

Pat Boland, Marketing Manager, introduced Peter Loranger. Mr. Loranger holds degrees in business from UCLA and Long Beach State. He is very interested in transportation and is an occasional rider. Mr. Loranger has ridden transit from London to Paris, Peru and Mexico.

Mr. Loranger said he was pleased to be selected and looks forward to working with everyone.

The CAC committee introduced themselves.

PUBLIC COMMENT

None

APPROVAL OF THE MINUTES

The committee had the following corrections to the minutes of April 2, 2008:

- Tom Ames said that on page three, third paragraph from the bottom, last sentence, “Bureaucratic inviting” is probably *infighting*.
- Chair Kingsford-Smith said on page four, last sentence, “Mr. Boland said Route 391 would be out in the new schedule,” should be *Route 390*.

The Committee (Ames/Milton) approved the minutes of April 2, 2008 with the above changes. John Baker abstained from voting since he was absent at the April meeting.

PRESENTATION –PRELIMINARY FY 2009 OPERATING BUDGET

Ladi Millard, Manager, Budgets, made the following key points:

- Fares are projected to be \$17.1 million with no service changes
- Local Transportation Development Act (TDA) and State Transit Assisted (STA) funds and operating grants are projected at \$35.9 million, comprised of \$31.6 million for TDA funds, \$2.9 million for STA funds and \$1.3 million for federal operating grants.

- Sales tax is projected at \$65.4 million dollars.
- Total revenues are projected at \$140.2 million, a decrease of \$8.1 million.
- Major changes in revenue include local TDA, STA and operating grants projected to decrease by \$6.3 million. This is mostly due to the right-of-way repayment of \$4.4 million that was made this fiscal year. STA is decreasing by \$3.1 million and this is because the Caltrain capital pass-through funds are no longer being reflected in the operating budget statement.
- Measure A and AB434 is increasing by \$2.9 million primarily due to the new Measure A funding from the TA of \$2.5 million. This is for Caltrain operations.
- District operated bus expenses are projected to be \$77.6 million. This is primarily composed of wages and benefits of \$50 million. In the preliminary budget there are no salary increases programmed as of yet. Once the labor negotiations have been finalized staff will come back to the Board later in the fiscal year to request an amendment to the budget.
- Total operating expenses are projected to be \$128.9 million.
- Districted operated expenses are projected to increase \$1.9 million. This is due to a \$1 million increase for fuel. For FY09 staff has projected \$2.95 a gallon and in FY08 fuel was budgeted at \$2.65 a gallon.

Chair Kingsford-Smith said that revenues are roughly \$140 million and expenses are roughly \$129 million so will there be a surplus this year. Ms. Millard said the \$140 million includes projected use of reserves and bond proceeds of \$26 million and the District also has an annual debt service payment of \$23 million.

Mr. Baker asked what the projected reserves will be at the end of the next fiscal year. Ms. Millard said that in a year with union negotiations, staff is hesitant to disclose the figure because it may prove to be inaccurate, but can say that SamTrans is facing a structural deficit. Ms. Millard said she would get back to Mr. Baker with the numbers.

Mr. Baker asked if the labor contract is up during this fiscal year or is it already expired. Ms. Millard said that it expires June 30 of this fiscal year.

David Milton asked when the capital budget is run does SamTrans use year of expenditure (YTE) figures. Ms. Millard said she was the expert on the operating budget and April Chan, Director of Capital Support Programs, would have to answer that.

Mr. Boland said that if the committee would like, Ms. Chan could come and present the capital budget for SamTrans and it can be scheduled. Mr. Boland said he sat on the Peer Review Committee. The capital budget includes fare boxes and bus purchase.

Mr. Ames asked what union is used for the labor contract. Mr. Boland said it is the ATU and it includes the bus operators and maintenance workers.

Mr. Ames asked if there is a state mandated reserve and why is the reserve not made public. Ms. Millard said she is not aware of a state mandated reserve.

Mr. Baker said that in a public agency, with tax payer money, what's on the books and reserves should be public information and he is disappointed that the figures are not available. His concern is that with the \$140 million in revenue, \$129 in expenditures, plus the \$23 million in debt service there is about a \$13 million deficit without even going into the capital budget.

Mr. Boland said this presentation, or something very close to it, is what the Board will be receiving next week. Ms. Millard's staff and Gigi Harrington, Chief Financial Officer, will probably be working with Mike Scanlon, General Manager/CEO, up to the last day to put these numbers together. In terms of surplus, it is a public record. In terms of negotiations with the Union, the reason that staff is tight-lipped isn't because they are hiding anything, they don't know what the impact is going to be.

Mr. Milton asked if once the labor negotiations are over staff will disclose the reserves.
Mr. Boland said yes.

Ms. Millard said that it is slightly over \$100 million.

Chair Kingsford-Smith asked about sales revenue going down how will that affect the budget.
Ms. Millard said the District is on target at \$64.9 million this year.

Chair Kingsford-Smith asked with the FY08 budget year coming to an end will there be a surplus or deficit. Ms. Millard said the budget looks like it will be right on target.

REPORT OF THE CHAIR

Chair Kingsford-Smith said he had nothing to report.

SAMTRANS STAFF UPDATE

Mr. Boland reported the following:

- The Hispanic direct mail piece was mailed to 40,000 households and has yielded a 15 percent return to-date.
- Art Takes a Bus Ride campaign wrapped bus will be on display in June.
- Staff is working with the Peninsula Congestion Relief Alliance on a Dump the Pump promotion.

Kim Nobles asked if there was any update on Ken Feldstein. Mr. Milton said he spoke to him today and he said he is feeling fine and home resting.

Andy Chow asked about the Bay to Breakers service. Mr. Boland said it will be offered on May 18. There has been recent FTA legislation regarding classification of charter service. Mr. Boland said that this means the service that SamTrans has run for many years, including Bay to Breakers and the Forty-niner service may be classified as charter service. If this is the case, SamTrans can no longer charge a premium fare for the service. The Bay to Breakers service, which was normally \$12, has been reduced to \$8 to match the SamTrans express service fare. The service will run this year and then staff will decide whether or not to continue. Mr. Boland said the Forty-Niner passes and tickets are being produced without a price because staff still has to determine whether or not we will be able to run the service. What the legislation states is that

if a public transit agency operates what might be considered charter service, the service must first be offered to a private provider to bid. If the company chooses to operate the service, they have to be given the chance, in which case SamTrans wouldn't be able to run the service. Mr. Boland said he wasn't sure if they can pick which service areas they want. Staff is trying to get a waiver because for the Forty-niner service the fare is \$15 for a roundtrip fare and if the maximum charge is \$8, SamTrans would take a pretty good hit in its farebox recovery.

Mr. Chow said that a transit agency can not run a special event service if the service is subsidized by another identity. The shuttle in Concord between BART and the pavilion is affected by this new classification.

Mr. Boland said staff has submitted some materials to the FTA for the Forty-niner service.

Mr. Chow said this is bad for transit riders since they are expecting SamTrans to provide this service and some charter bus companies may not deliver the same quality and commitment. Mr. Boland said the farebox recovery on this service is about 80 percent. SamTrans doesn't make any money off this service, but it worth running for our customers.

Mr. Baker asked if this applied to the rail side with the Giants games. Mr. Boland said no.

MEMBERS COMMENTS

Mr. Milton discussed the 2035 workshops sponsored by MTC at various locations throughout the Bay Area. Mr. Milton attended one of the workshops and it was very informative.

Committee asked if they could receive this information. Nancy McKenna, Assistant District Secretary, will forward to the members.

Chair Kingsford-Smith asked if staff is presenting the sub-committee reports at the June meeting. Mr. Boland said yes.

Mr. Wilcox said late this past Friday afternoon at San Carlos Avenue and El Camino Real there were four buses stacked up, two Route 390s, a KX and a Route 295. Can anything be done about this. Mr. Boland said this is very unusual and will let Operations know.

Kim Nobles was speaking to a passenger on Route 391 and they said there was bunching with the KX and Route 390 at Hillsdale. When the passenger compared the timetable Route 390 was scheduled to be in front of Barnes and Noble five minutes ahead of the KX. Ms. Nobles said they are different routes and the KX has to deal with the freeway traffic and it is difficult to schedule the buses for this not to happen.

Mr. Boland said the operators know they are not to run ahead of schedule so that may have caused the bunching at San Carlos Avenue and El Camino Real. Operators have to stop at time points and wait if they are ahead of the schedule.

Mr. Baker said the new movie theater opened at Tanforan and was the issue of the fence behind BART every resolved. Mr. Boland will check, but he was told previously that it was a safety issue.

David Wilcox said there are a lot of new businesses opening on Industrial Road at Howard Street in San Carlos and wondered if there is going to be any service to this area. Mr. Boland did not know, but will look into.

LIASON REPORTS

a. SamTrans Board – Wayne Kingsford-Smith

- Four members were reappointed to the CAC and one new members was appointed.
- Staff provided an update on Caltrain and ridership continues to grow.
- Board approved the submittal of a grant application for the replacement of fifty-three 40-foot alternative fuel vehicles
- The Board received a presentation on the Strategic Plan for 2009-14. The CAC will receive the presentation this summer.

b. ADA Technical Advisory Committee – Molly Kennedy - Absent

c. Peninsula Corridor Joint Powers Board – Andy Chow - None – Andy Chow is unable to attend the meetings and would like to be replaced. Mr. Wilcox volunteered to attend the meetings and report back to the committee.

d. Peninsula Corridor Joint Powers Board Citizens Advisory Committee – Andy Chow

- At the April meeting a presentation was given on the master schedule of the capital program, including electrification.

e. Senior Mobility Action Plan – Ken Feldstein - Absent

Ms. Nobles asked about giving a presentation on the mentally ill and bus riding. As she rides she observes her clients when they get on the bus and how other passengers react to them. There is not much information out there and would like to share this information with the CAC.

Mr. Milton said he has been appointed to the Transbay Joint Powers Authority CAC and will provide a liaison report at future meetings.

NEXT MEETING:

The next meeting will be held June 4, 2008, at 6:30 p.m., 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, California 94070.

ADJOURNED:

The meeting was adjourned at 7:30 p.m.