



BOARD OF DIRECTORS 2010

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GENERAL MANAGER/CEO

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

AGENDA

August 4, 2010 - Wednesday

6:30 PM

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Public Comment
Public comment by each individual speaker shall be limited to one minute
4. Approval of Meeting Minutes for June 2, 2010
5. Presentation: Grand Boulevard Initiative Multimodal Transportation Corridor Plan – Marisa Espinosa and Emily Betts
6. Report of the Chair
7. SamTrans Staff Update
8. CAC Member Comments/Requests
9. Liaison Reports
 - a. SamTrans Board – John Baker
 - b. SamTrans Accessibility Advisory Committee –Tom Collette
 - c. Caltrain Accessibility Advisory Committee – Peter Loranger
 - 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, September 1, 2010 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: J. Baker (Chair), A. Chow, L. Chow, T. Collette, K. Feldstein, M. Hall, W. Kingsford-Smith, K. Kott, P. Loranger, J. McKie, K. Nobles, S. Price, P. Ratto (Vice-Chair), 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 – JUNE 2, 2010**

COMMITTEE MEMBERS PRESENT: J. Baker (Chair), A. Chow, L. Chow, T. Collette, K. Feldstein, W. Kingsford-Smith, K. Kott, P. Loranger, M. Hall, M. Matev, J. McKie, K. Nobles, S. Price, P. Ratto

COMMITTEE MEMBERS ABSENT: D. Wilcox

SAMTRANS STAFF PRESENT: L. Bhuller, P. Boland, K. Green, J. Johnson, N. McKenna, C. Patton, E. Proctor

Chair John Baker called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

PUBLIC COMMENT

None

APPROVAL OF THE MINUTES

The Committee (Ratto/Collette) approved the minutes of May 5, 2010 (Kott/Kingsford-Smith abstained).

PRESENTATION: FISCAL YEAR (FY) 2011 OPERATING BUDGET

Manager of Budgets Ladi Bhuller provided the following report:

- Total projected revenues for FY2011 are \$130.9 million, an increase of \$3 million.
- Preliminary FY2011 operating expenses are \$128.3 million, an increase of \$1.9 million.
- District-operated bus expenses are projected to increase \$1.9 million; contracted bus service expenses are expected to decrease \$300,000; Redi-Wheels expenses are expected to increase \$100,000 and multimodal expenses are expected to decrease by \$6.4 million.
- It is projected that \$22.5 million in reserves will be used to balance the FY2011 budget.

Peter Loranger asked what the average industry farebox recovery is. Director of Bus Transportation Chester Patton said it ranges from 11 to 27 percent. The percentage for railroad operations is much higher in the 40-50 percent range.

Mr. Loranger asked, if Caltrain ceased operations, would SamTrans expenses go up or down. Ms. Bhuller said SamTrans expenses would go down.

Andy Chow asked about staff controlling expenses and going back to the unions to freeze the wages of the bus operators and mechanics. Mr. Patton said the current contract was negotiated with the union before the current fiscal crisis. The current Amalgamated Transit Union contract expires in one year and staff will be at the bargaining table. Staff approached the union last year

to open the contract and possibly decline a wage increase, but the membership was not interested which contributed to the layoffs last year on December 20.

Wayne Kingsford-Smith asked about the use of reserves and does this mean no service cuts. Mr. Patton said staff has been asked to look at possible service cut scenarios, including those presented last year, but has not been directed to start the public hearing process. Since the public hearing process has not started indicates there will be no service cuts this calendar year, however there could be cuts in 2011.

Mr. Chow asked about the money SamTrans received from the Metropolitan Transportation Commission. Ms. Bhuller said SamTrans received \$4 million in preventative maintenance funds and is being used for bus replacement.

Mr. Chow said there is no way Routes KX, 390 and 391 could handle the ridership if Caltrain shuts down. He said it is in SamTrans best interest to keep Caltrain running.

Ken Feldstein arrived at 6:45 p.m.

Chair Baker said he asked General Manager/CEO Michael Scanlon about the reserves at a recent SamTrans board meeting, but was not given a definite answer. Mr. Patton said the reserves are diminishing and will be exhausted in single digit years.

Ken Feldstein asked if there is thinking among staff of obtaining additional revenue besides a fare increase. Mr. Patton said that is a very strategic and political issue among the executive staff and this may not be the right time to ask for more money when all transit agencies are having financial issues.

REPORT OF THE CHAIR

Chair Baker reported:

- The subcommittee met and is trying to come to a consensus about the CAC involvement for service cuts and asking the Board for the CAC to have further participation earlier in the process since they are the riders.
- Matey Matev recently graduated Hillsdale High School and will be attending the University of California at Riverside and he will be leaving the CAC. Chair Baker presented a certificate of appreciation to Mr. Matev and thanked him for his ideas and constant input.

Mr. Feldstein said Mr. Matev has an excellent grasp on transportation and appreciated all his insights.

SAMTRANS STAFF UPDATE

Shelter Update

Marketing Manager Pat Boland reported:

- The major consideration when placing a shelter is the number of riders at a stop, i.e., El Camino Real or special circumstance, i.e. hospital, senior citizen center.
- There are approximately 200 shelters and almost 65 are revenue-generating.

- All the revenue-generating shelters do not have a front panel.
- The shelter program is a partnership with CBS Outdoor that generates about \$100,000 in revenue each year for SamTrans.
- The maintenance and repair budget is lower because CBS Outdoor maintains these shelters.
- CBS Outdoor receives half of the revenue SamTrans receives. If the shelters are encapsulated it is harder to sell advertising.
- The criteria for a shelter to have a windbreak are customer demand, geographic exposure, weather concerns and frequent or infrequent service.
- The CAC was asked to review the criteria and offer any other options for where a shelter with a windbreak should be installed.
- The contract is limited to five percent of the shelters having windbreaks.

Mr. Loranger asked if there is a program for benches. Mr. Boland said benches are not part of the CBS Outdoor contract.

Mr. Loranger asked if the criteria are the same for benches as shelters. Mr. Boland said the criteria are different and it is easier to get a bench.

Mr. Feldstein said asked what the criteria and cost is for installing a bench. Mr. Patton said benches are much less expensive, but are constrained by the budget. It is based on customer input, the amount of traffic at the location and special circumstances.

Tom Collette asked if there is a light in the shelter at Third Avenue and Highway 101. Mr. Boland said solar panels are installed in the shelter.

Kim Nobles said there is a lot of new senior housing and there needs to be benches by these locations.

Lisa Chow asked how much outreach is done on bench installation during the building of these developments. She asked what percentage of stops has shelters. Ms. Chow said good service begins with the passengers having a good experience at the shelters.

Mr. Boland said the cities have been good about public transportation considerations when new developments are built. A good example is Sequoia Hospital, which just completed a rebuild and paid for a bus shelter to be placed at the hospital.

Judy McKie asked if there is any possibility of installing solar panels in the old round shelters since there is no lighting. Mr. Boland said the CBS Outdoor contract calls for replacement of all the old shelters within the next two years. He said lighting will not be installed in the old shelters.

Mr. Kingsford-Smith asked how many shelters have been installed to date and the timetable on the installation of the remaining ones. Mr. Boland said 60 shelters have been installed and shelters were just installed on John Daly Boulevard and in Half Moon Bay. In the very near

future 65 will have been installed, at which point staff will start negotiations with CBS Outdoor to get the next wave of 20-25 shelters installed.

Mr. Loranger said he travels quite frequently and SamTrans has more shelters than many communities.

Mr. Patton reported:

- On-time performance is above the 85 percent goal at 87 percent.
- Ridership on Routes KX and 359 is holding steady. The average weekday ridership in April for Route KX was 1,486 and Route 359 is holding steady at 103.

Mr. Feldstein asked if Route 359 has enough ridership to be considered productive. Mr. Patton said staff was pleased to see that many riders transition from the truncated Route FX.

Mr. Feldstein asked if staff could elaborate on the changes in Routes 294 and 17.

Mr. Patton said Route 294 has a different route on weekdays than the weekend. On the weekend, Route 294 stays on the coast going up and down Highway 1. There is some duplicative service with Route 17 so the planning department devised the new weekend Route 17 that would save money, put the new 29-foot Gilligs into use and offer passengers a continuous trip from Half Moon Bay to Linda Mar in Pacifica. This new route would also eliminate any transfer activity.

Mr. Chow said extending Route 17 is a good idea for weekend service.

Ms. Chow asked if there is discussion among staff about increasing service on Route KX with the possible disruption of Caltrain. This could be a great opportunity for SamTrans to increase ridership.

CAC MEMBER COMMENTS/REQUESTS

Katherine Kott said she lives near Atherton where there are no transit amenities and some bus stops are in buckets. Mr. Boland said, from an amenity standpoint, Atherton is a hard city to get into.

LIAISON REPORTS

a. SamTrans Board - John Baker

Chair Baker reported on the May meeting:

- Winners of the Art Takes a Bus Ride were announced.
- The FY2011 Operating Budget was presented.

b. SamTrans Accessibility Advisory Committee - Tom Collette

- Met in May and the committee's bylaws were completed.
- His position, as the SamTrans CAC representative on the committee, has become official and is now a voting member.

c. Caltrain Accessibility Advisory Committee - Peter Loranger - no meeting.

d. Peninsula Corridor Joint Powers Board - David Wilcox - absent.

- e. Peninsula Corridor Joint Powers Board Citizens Advisory Committee - Andy Chow**
 - Staff presented the FY2011 budget.
- f. Senior Mobility Action Plan – Ken Feldstein**
 - Committee is going to have a steering committee meeting on June 23.

Chair Baker recommended the July meeting be cancelled and the committee unanimously approved.

NEXT MEETING:

The next meeting will be held August 4, 2010, at 6:30 p.m., 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, California 94070.

ADJOURNED: 7:41 p.m.