

## DRAFT

REGULAR MEETING OF THE MARIN COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS HELD  
TUESDAY, MAY 24, 2005, AT 4:09 P.M.

PRESENT: DIRECTORS Charles McGlashan, Paul Albritton (Alternate), Steve Kinsey, Dick Swanson, Cynthia L. Murray, Susan L. Adams, President Pro Tem  
ABSENT: DIRECTORS Barbara Heller, Harold C. Brown, Jr.

### 22a. OPEN TIME

No member of the public addressed the Board at this time.

### 22b. APPROVAL OF MINUTES

M/s Kinsey-McGlashan, to approve the minutes of the meeting of March 22, 2005, with a correction to a typographical error on page 1.

AYES: DIRECTORS McGlashan, Kinsey, Swanson, Murray, Adams

ABSENT: DIRECTORS Heller, Brown

ABSTAIN: DIRECTOR Albritton

### 22c. BOARD OF DIRECTORS' MATTERS

#### Alternative Fuel Buses

Director McGlashan thanked Transit Manager Amy Van Doren for her quick and thorough email response regarding alternative fuel buses.

#### Muir Woods Shuttle

Director Kinsey announced that the Muir Woods shuttle service will be launched this weekend.

#### Countywide Survey

Director Murray updated the Transit District Board regarding the County's first countywide satisfaction survey and reported that transportation was the number one concern to the residents of Marin.

### 22d. TRANSIT MANAGER'S ORAL REPORT

#### "Spare the Air"

Transit Manager Amy Van Doren reported that Marin County local transit service will participate in the Bay Area Air Quality Management District ("BAAQMD") and Metropolitan Transportation Commission's ("MTC") free morning commute during the first five non-holiday weekday "Spare the Air" days for 2005.

#### Golden Gate Bridge, Highway, and Transportation District Bus Fares

Ms. Van Doren stated that Golden Gate Bridge, Highway, and Transportation District bus fares will be increased by 5% on July 1, 2005.

#### TransLink

Ms. Van Doren advised that she will bring a resolution to the Board for approval on June 21, 2005, that will support the Transit Manager joining a consortium that is working on the

implementation of TransLink and further advised that TransLink would be implemented in early 2006.

22e. AUDIT FOR FISCAL YEAR 2002/2003

By letter dated May 24, 2005, Transit Manager Amy Van Doren submitted her report and recommendations regarding the above-captioned matter.

M/s Murray-Swanson, to approve the Audited Financial Statements for FY 2003-04.

Ms. Van Doren introduced Maher Accountancy Certified Public Accountant John Maher.

In response to a question from Director Murray, Mr. Maher advised that the inventory maintenance of buses is now in place and stated that Special District accounts receivable and payable typically take a long time to reconcile. Mr. Mayer suggested putting into place a supplemental accounting system to record receivables and payables to attain a more complete financial statement, until the new Enterprise Resource Planning ("ERP") software is in place.

Thereafter, the vote on the pending motion was  
AYES: DIRECTORS McGlashan, Albritton, Kinsey, Swanson, Murray, Adams  
ABSENT: DIRECTORS Heller, Brown

22f. PRELIMINARY BUDGET FOR FISCAL YEAR 2005/2006

By letter dated May 24, 2005, Transit Manager Amy Van Doren submitted her report and recommendations regarding the above-captioned matter and advised that the FY 2005-06 preliminary operating budget will be addressed at a June 14, 2005, planning workshop to get Board and community input. Ms. Van Doren stated that the projected FY 2005-06 deficit is due to the final year of State-mandated three percent cut in property tax revenue, loan repayments to the County of Marin, and lost fare revenue from the Ride and Roll Students Ride Free Program.

In response to questions from the Board, Ms. Van Doren advised that the Short Range Transit Plan ("SRTP") should be finalized by the end October, 2005, and set in place by early 2006; stated that she would bring back an analysis of revenue earned if fares were increased the same as the Golden Gate Bridge, Highway, and Transportation District ("GGBHTD"); advised that the consultants are looking for available monies to design the SRTP; and noted that the County did receive a Bay Area Quality grant for next year.

Board members discussed the lost fare revenue from the Ride and Roll Students Ride Free Program, expressed concern regarding the reduction in the budget for regular fixed route transit services, discussed renegotiation of the County loan, expressed concern regarding a balanced budget, and suggested the formation of an ad hoc committee to discuss the factors that have led to this projected deficit.

Marin County Office of Education Superintendent of Schools Mary Jane Burke affirmed Marin County schools commitment to pay a bus fare, and reiterated that the premise of the Ride and Roll Program was an empty bus, air quality, and traffic.

GGBHTD Planning Director Alan Zahradnik invited Marin County Transit District staff and consultants to work with the GGBHTD staff in developing any new programs and acknowledged that a typical youth discount is about 50%.

Rocky Birdsy of the Marin Center for Independent Living ("MCIL") briefly commented on Governor Schwarzenegger's proposal to fully fund Proposition 42 (Transportation Funding Act) in the revised FY 2005-06 State budget, and suggested the Transit District ask for some of the spillover funds that are proposed to go to the General Fund.

M/s Kinsey-McGlashan, to set a public hearing, to review the FY 2005-06 preliminary operating budget, for June 21, 2005, and to assign a sub-committee of Directors Brown, McGlashan, and Swanson to work with staff on issues of the Ride and Roll Program to be presented at the June 14, 2005, workshop.

AYES: DIRECTORS McGlashan, Albritton, Kinsey, Swanson, Murray, Adams

ABSENT: DIRECTORS Heller, Brown

22g. DISCUSSION OF SHORT RANGE TRANSIT PLAN RESEARCH STATUS

By letter dated May 24, 2005, Transit Manager Amy Van Doren submitted her report and recommendations regarding the above-captioned matter and commented on flyers, regarding Marin County Transit District ("MCTD") facts and frequently asked questions, that will be distributed from the Citizens Advisory Committee and available on MCTD services operated by Golden Gate Transit and Whistlestop Wheels. Ms. Van Doren reported on the new MCTD website, [www.marintransit.org](http://www.marintransit.org) which has an online survey, transit information, access to regional trip planning tools, and meeting schedules, agendas, and minutes. Ms. Van Doren introduced Bonnie Nelson and David Parisi of Nelson/Nygaard Consulting Associates.

In response to a question from Director Murray, Ms. Nelson stated that the on-board survey was presented in both English and Spanish but not Asian.

Ms. Van Doren and Ms. Nelson advised that there are 18 members on the Citizens Advisory Committee, noted that the meetings are open to the public, but cautioned that a larger working committee would become a less effective focus group. Ms. Van Doren advised that there will be five public meetings in each planning area of the County this summer and a Countywide Public Meeting in early September.

Ms. Nelson and Mr. Parisi gave a brief visual presentation of the Travel Demand Model to identify key travel corridors by trip purpose, to look at demographics, and to develop high potential ridership areas to make sure the ridership is in the right places. Ms. Nelson advised that over 2000 on-board surveys have been collected; a survey for non-riders has been developed and is being distributed through CAC, the website, and outreach meetings; and over 500 surveys have been received from Whistlestop Wheel riders.

Mr. Parisi gave an overview of how the Marin Travel Demand Model, daily person-trip origins and destinations (all modes), operates and reported that there are homebase trips (work, shopping, social and recreation, and school) and non-homebased trips that the Marin County Model examines. Mr. Parisi concluded the overview and stated that the model will be used to predict work and school trips but not ridership projections.

In response to a question from Director Swanson regarding the correlation between transit dependents and density, Ms. Nelson stated that the most dense parts of the County generate the most trips.

In response to a request from Director McGlashan, Ms. Nelson stated that staff would make available a home to work print out for the June 14, 2005, workshop.

22h. REQUEST TO APPROVE PURCHASE ORDER, IN THE AMOUNT OF \$517,695, TO ACQUIRE TEN REPLACEMENT PARATRANSIT VEHICLES FOR OPERATION OF LOCAL AND INTERCOUNTY PARATRANSIT SERVICES

By letter dated May 24, 2005, Transit Manager Amy Van Doren submitted her report and recommendations regarding the above-captioned matter.

M/s McGlashan-Swanson, to approve a purchase order for ten replacement paratransit vehicles, in the amount of \$517,695, funded through two Federal Transit Administration Section 5307 grants, and from a Marin Community Foundation matching grant.

AYES: DIRECTORS McGlashan, Albritton, Kinsey, Swanson, Murray, Adams

ABSENT: DIRECTORS Heller, Brown

The meeting was adjourned at 5:53 p.m.

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PRESIDENT PRO TEM

ATTEST:

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SECRETARY