



Agenda

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**TRANSIT ADVISORY BOARD MEETING
TUESDAY, FEBRUARY 22, 2011
5:00 PM – 7:00 PM
SANTA FE TRAILS FACILITY
2931 RUFINA STREET**

CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA
APPROVAL OF MEETING MINUTES: JANUARY 25, 2011

PUBLIC COMMENT

ACTION ITEMS:

1. APPROVAL OF RECOMMENDATIONS TO CITY COUNCIL ON POTENTIAL SERVICE REDUCTIONS AND FARE ADJUSTMENTS – FY2011

DISCUSSION ITEMS:

1. OPERATIONS UPDATE: FIXED ROUTE AND SANTA FE RIDE
2. SANTA FE RIDE: CUSTOMER SERVICE IMPROVEMENT PLAN STATUS REPORT
3. UPDATE ON PUBLIC TIMETABLE DESIGN: SUBCOMMITTEE REPORT
4. SANTA FE RIDE PROGRAM: CUSTOMER SATISFACTION SURVEY UPDATE
5. BUS WASH UPGRADE REPORT: HYDRAULIC BRUSH INSTALLATION
6. FLEET AND FACILITY SECURITY SYSTEMS: INSTALLATION UPDATE
7. REPORT ON REGIONAL TRANSIT: UPDATE ON NCRTD FINANCE COMMITTEE RECOMMENDATIONS

PUBLIC COMMENT

ADJOURN

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

TRANSIT ADVISORY BOARD
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Agenda Items	Action	Page No.
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Roll Call	A quorum was declared by roll call, 4 absences.	2
Approval of Agenda Add discussion on the retreat.	<i>Councilor Calvert moved to approve the agenda as amended, second by Ms. Raymond motion carried by unanimous voice vote.</i>	2
Approval of Minutes:	<p>Reconstruct Paragraph per Carol Raymond: Corrections: Paragraph reconstruction. Ms. Raymond and Mr. Bulthuis were in attendance at the Finance Committee. Ms. Raymond stated that at the last TAB meeting a resolution was discussed which asked the City Council to use the NCRTF to approve cost allocation, accounting but resist overturning the agreement for Santa Fe to keep 86% and NCRTD get 14% of Santa Fe GRT. We tabled the resolution in favor of asking NCRTD staff and Councilor Romero to speak at the next Transit Advisory Board meeting. They declined. The RTD Finance Committee approved the cost allocation method and this will go to the full board. Ms. Raymond said that was a very positive action. These meetings do not take real minutes, they take notes and therefore the prior meeting did not reflect what had actually taken place. Ms. Raymond explained the items she had in question. She felt that recorded minutes should be required and she would like to speak to Councilor Romero to request this matter. It was also stated that before Mr. Bulthuis entered the meeting that Councilor Romero had stated that he might not be the alternate on the committee. Ms. Raymond said that <i>the committee</i> had taken a lot of heat from the meeting that <i>Councilor Romero</i> had not attended.</p> <p><i>Councilor Calvert moved to approve the minutes of January 25, 2011 as amended, second by Mr. Toler, motion carried by unanimous voice vote.</i></p>	2-3
Public Comment	Informational: Staff Follow Up Required with NMDOT	3
Action Items Approval of Recommendations to City Council on Potential Service Reductions and Fare Adjustments – FY2011 Staff is working to put a book together with public comments for the Mayor and Council to review.	<i>Councilor Calvert moved to approve the edited changes to the memorandum as captured by Mr. Bulthuis, second by Mr. Toler, motion carried by unanimous voice vote.</i>	3-5

Mr. Bulthuis made reference to the memo dated 2/22/11 addressing the Fare Increase and Service Reduction Recommendations. Minutes from February 16, 2011 are also attached. Staff agreed that it is important to explain the rate increase proposals and provide justification as the public have communicated. They don't mind having an increase, but they do not want to lose their services.		
Discussion Items <ol style="list-style-type: none"> 1. OPERATIONS UPDATE: FIXED ROUTE AND SANTA FE RIDE 2. SANTA FE RIDE: CUSTOMER SERVICE IMPROVEMENT PLAN STATUS REPORT 3. UPDATE ON PUBLIC TIMETABLE DESIGN: SUBCOMMITTEE REPORT 4. SANTA FE RIDE PROGRAM: CUSTOMER SATISFACTION SURVEY UPDATE 5. BUS WASH UPGRADE REPORT: HYDRAULIC BRUSH INSTALLATION 6. FLEET AND FACILITY SECURITY SYSTEMS: INSTALLATION UPDATE 7. REPORT ON REGIONAL TRANSIT: UPDATE ON NCRTD FINANCE COMMITTEE RECOMMENDATIONS 	<i>Councilor Calvert moved to have discussion items deferred to next meeting, second by Mr. Toler, motion carried by unanimous voice vote.</i>	6
Adjourn and Signature Page	The Chair called for adjournment at 7:15 pm	6

**TRANSIT ADVISORY BOARD MEETING
TUESDAY, FEBRUARY 22, 2011
5:00 PM – 7:00 PM
SANTA FE TRAILS FACILITY
2931 RUFINA STREET**

MINUTES

CALL TO ORDER

The Transit Advisory Board Meeting was called to order by the Chair, Colin Messer at 5:15 pm.

ROLL CALL

A quorum was declared by verbal roll call.

PRESENT:

Colin Messer, Chair
Councilor Chris Calvert
Carol Raymond
Keith Toler
Aurore Bleck

ABSENT:

Don Bell
John Whitbeck, Excused
Beverly Post, Excused
Susan Maslar

STAFF PRESENT:

Jon Bulthuis
Mike Kelly

OTHERS PRESENT:

Sandy Dawson for Fran Lucero, Stenographer
Dave McQuarie
Tanya Wells

APPROVAL OF AGENDA

THE CHAIR ADDED THE DISCUSSION OF THE RETREAT AGENDA FOR MARCH 12, 2011.

Councilor Calvert moved to approve the agenda as amended, second by Ms. Raymond motion carried by unanimous voice vote.

APPROVAL OF MEETING MINUTES: JANUARY 25, 2011

Page 8: Corrections: Paragraph reconstruction. Ms. Raymond and Mr. Bulthuis were in attendance at the Finance Committee. *Ms. Raymond stated that at the last TAB meeting a resolution was discussed which asked the City Council to use the NCRTF to approve cost allocation, accounting but resist overturning the agreement for Santa Fe to keep 86% and NCRTD get 14% of Santa Fe GRT. We tabled the resolution in favor of asking NCRTD staff and Councilor Romero to speak at the next Transit Advisory Board meeting. They declined. The RTD Finance Committee approved the cost allocation method and this will go to their full board. Ms. Raymond said that was a very positive action. Ms. Raymond said, these meetings do not take real minutes, they take notes*

and therefore the prior meeting did not reflect what had actually taken place. Ms. Raymond explained the items she had in question. She felt that recorded minutes should be required and she would like to speak to Councilor Romero to request this matter. It was also stated that before Mr. Bulthuis entered the meeting that Councilor Romero had stated that he might not be the alternate on the committee. Ms. Raymond said that *the sub-committee* had taken a lot of heat from the meeting that *Councilor Romero* had not attended.

Councilor Calvert moved to approve the minutes of January 25, 2011 as amended, second by Mr. Toler, motion carried by unanimous voice vote.

PUBLIC COMMENT

Dave McQuarie made the comment that he has requested for “reasonable accommodation” to have curb cuts and curb ramps installed at the intersection of Cerrillos Road and Second Street so as to allow access to pedestrians, including persons with disabilities. This request was made in March, 2010 and staff was in communication with Mr. Miguel Gabaldon, District Engineer, New Mexico Department of Transportation (NMDOT) on March 29, 2010. In reviewing the memorandum to Mr. Gabaldon from the Office of Equal Opportunity Programs, direction was given to make the accommodation as requested. The Chair asked staff if they have done follow up to inquire as to why this has not been done. Jon Bulthuis said they have had conversations with NMDOT about many of the stops not being ADA compliant; they also did a site inspection and there was a commitment at that meeting that this would happen and it has not happened. The Chair gave direction to staff to draft a letter to the NMDOT and get a status to this request in order to provide Mr. McQuarie and other interested parties a response.

Mr. Bulthuis also reported that Joe Lujan is working with the Mayor’s Committee to address sites throughout the city; apparently there is a new pool of money that has been made available for high priority intersections close to bus stops. Mr. McQuarie said that there is \$150,000 available and it has to be spent or it will be lost. Mr. Bulthuis said that he thought Casey was going to join Mr. McQuarie and Mr. Lujan out in the field but this did not happen.

Tanya Wells, Car Driver and Bus Rider from Casa Rufina. There are a lot of elders residing at Casa Rufina taking the bus. She said she would like to see the Sunday Bus be retained as this would be a big loss for them. Gas prices continue to go up and bus services are very important and critical for many and their ridership may all go back to riding the busses full time. Her ridership has taken the gas costs and cost to maintain their cars into consideration so the bus travel is important to them. Ms. Wells said that she is speaking on behalf of Casa Rufina. Money may be tight in the city but this is a good time for those services and revenue could go up. Ms. Wells said that she is concerned because many of the residents are walking to their destinations and their safety is at risk.

The Chair asked that Ms. Wells’s comments should be placed on the agenda for next month’s follow-up. Ms. Raymond encouraged Ms. Wells to contact the Mayor and Council, taking note that Councilor Calvert is only one Councilor on the Transit Advisory Board and all councilors need to hear of the importance to retain our transit services.

Thank you to those who provided public comment.

ACTION ITEMS:

Approval of Recommendations to City Council on Potential Service Reductions and Fare Adjustments – FY2011 Staff is working to put a book together with public comments for the Mayor and Council to review. Mr. Bulthuis made reference to the memo dated 2/22/11 addressing the Fare Increase and Service Reduction Recommendations. Minutes from February 16, 2011 are also attached. Staff agreed that it is important to explain the rate increase proposals and provide justification as the public have communicated. They don’t mind having an increase, but they do not want to lose their services.

Jon Bulthuis explained that in the packet the transcript of everyone that spoke and a summary sheet from Sunday meeting were included in the Board Members packet. Jon said that the memo dated 2/22/11 was presented to the

City Manager at the morning staff meeting. Staff was instructed to keep it to the point. In summary most of those commenting were delivering the message that they would rather see a fare increase than taking away the service. Jon stated that about 50% of their trips are reservation trips. Right now the Senior Fare is a \$5 fare. There was some expression from Pilar, a former Board Member, stated at the public hearing that she would pay \$5 if they knew the trip was going to be performed at time.

Councilor Calvert asked what would happen if we said we were going to double the fares. We know we need to charge more and that may be a hefty start but the expenses are important.

Jon Bulthuis said that the reservations would stay at \$2 each way. Should the increases be based on a 25% increase than it would be \$2.50 = \$5.00 round trip.

One thought that Jon had which he did not put in the memo was if he could have a couple of vouchers to give throughout the year, that is not only a good marketing tool, but certainly help for emergency trips would benefit the riders. Jon said that the vouchers would also be used for the fixed routes. Mr. Kelly said that caution would need to be done because the last time this was done there were ADA riders who said that they had not been apprised and they used more than the allotted amount of vouchers. Mr. Bulthuis said that administratively it would need to be monitored.

Jon said if in fact Sunday and Evening service were discontinued the vouchers would be very important. The vouchers would be used for the cab service.

Councilor Calvert said that the items 1-2-3-5 in the 2/22/11 Memorandum should remain as they are; #4 should be changed from \$5.00 to \$4.00.

Mr. Bulthuis said that youth should be reinstated to ½ fare which is about .60 cents. The monthly's' would go up by 25%, day pass would be \$2.50. Senior day pass would be \$1.25.

Mr. McQuarie asked for consideration of a monthly pass option and not coupons if at all possible.

The Chair recaptured his understanding of the fares:

- \$1.25 for fixed rate
- \$.60 cents for youth and senior
- Monthly would be \$25
- Day Pass would be \$2.50 (\$1.25 for a single trip) (you would need a day pass to transfer)
- Senior and Youth Monthly would be \$12.50 (presently \$10)

Mr. Bulthuis said that there were also 67 signatures on a petition from Santa Fe Community College for the record. Continued discussion with SFCC management on the discontinuation of Route 21 to the college as they finalize their plans for shuttle service. SFCC said that they did not want to use the City Transit equipment they say they have bio-diesel they want to use. No one has seen any evident plan from SFCC.

On Route M the two major themes was not to cut the service completely and to work with the Museum to build up a ridership and to work with St. John's College and the School of Arts. Mr. Bulthuis said that he will note the recommendations to work with the schools. Jon said when there was a good program with the schools and the museum they had twice the amount of riders as we have now. The Museum subsidized when the promotion was done to ride the "M". They didn't override the full program but it was extremely successful. Mr. Toler suggested a meeting with Shelly the Marketing Director at the Museum. Councilor Calvert asked if there were any official representatives from any of these entities at the meetings; no. Jon Bulthuis said that they have engaged the process neither by letter nor by contact.

M Route: We are going to try to maintain summer service and possibly use some of the pick-up route service mid-day. This process would have to be designed with them starting at the depot. Jon Bulthuis stated clearly that he

wasn't sure that this is even an option. Councilor Calvert said that they should proceed by saying that they will eliminate Route M; look at options for the summer service with the possibility of the school and the Museum paying for this service. Mr. Bulthuis wanted to make sure that he has the authority to contact these entities and see what their interest is in contributing. Councilor Calvert stated to Jon Bulthuis that they all understand that they don't have a dollar amount or negotiation would be when talking to the school and the museum, but if they would agree amongst themselves to subsidize it; i.e., St. John's and the Museum, they could provide that figure for evaluation.

Mr. Bulthuis said that on the Evening Service there was not as vocal a message. It was mostly communicated to keep the evening service as late as possible. This service would be eliminated as a last resort. This was expressed by Santa Fe Ride passengers and fixed route riders.

The final category that was fairly unanimous was to not do away with Sunday service. This was both the fixed route riders and Santa Fe Ride. Mr. Bulthuis said he would suggest taking this off the table and going forward with the rate increases.

It was noted that the City Manager asked for a 10% decrease which is about half a million for Transit. The vacancies that are not going to be filled are about \$450,000. There is an argument to be made that this department has already made their contribution before asking for more reductions in service.

The Chair reiterated that a statement made at the Public Hearing was that Transit is just as important if not more as Fire, Safety, the Water Division, Sewers and other essential services. The Chair would like to have that expressed in the message to the City Manager. Councilor Calvert reiterated that he received a lot of comments that once you cut hours it affects what those riders can do. Councilor Calvert said that we need a plan that is going to be sustainable. That is a theme that is going through the council right now; it has to be a plan that is sustainable. Therefore, whatever is sustainable is what should be emphasized and more so if it goes towards the \$500,000.

Mr. Bulthuis said that he would revise the memo and send it to the Board Members electronically. Approval will be by acceptance of the content when the final changes have been made.

Councilor Calvert moved to approve the edited changes to the memorandum as captured by Mr. Bulthuis, second by Mr. Toler, motion carried by unanimous voice vote.

Sunday Meeting: Mr. Bulthuis and Councilor Calvert reported that they had received an additional 30+ comments and some of the comments were duplicated. Councilor Calvert stated that he had been there early and spoke to several people for close to an hour to hear their concerns.

Retreat: The Chair distributed a suggested Agenda for the March 12, 2011 Retreat. The location would be Frenchy's Barn, Agua Fria and Osage Avenue, Santa Fe, NM. The Chair stated that Mr. Whitbeck had suggested mission and goal setting, mission statement and core values for the Board. The time of the meet was discussed and 9 am to 12 pm is difficult. The three main topics are; Orientation, Visioning & Goal Setting and Translating Vision into Reality. The Board Resolution and By-laws were also distributed. The date for the retreat would be March 22nd from 4 pm to 7 pm.

Ms. Raymond shared 3 or 4 years of working information regarding regional transit systems with the Board Members. This information showed how to write and craft the legislation in small and large committees regionally and follow through on what to do when the legislation passed detailing the process of fulfilling the requirements to create the first regional transit district. That resulted in creating these documents that were required for the district which were the by-laws, their voting systems, their vision for service plan transit in the whole region, their memorandum of understanding that each district member would vote on and then lobby each member. They then went to the Transportation Commission to present. The first thing they did was create a regional transit task force and it was comprised of; it was a true public process where they went to the city and county and asked who would be interested in creating a mechanism whereby; 1) there would be a regional thinking board that gathers together and

sees where the holes are in transportation in the region and connects with systems that are already viable. What do you think about having a district that is like the other 48 states in the nation which is a dual forum? There are systems that exist that can fill in and there are also providers who can provide the services needed. Ms. Raymond said she is very passionate and she worked very hard as member of this sub-committee. She reiterated that her passion has been steady through the eight years of service on the Transit Advisory Board. She is still hopeful that Councilor Romero is the person to take the RTD in the direction that is needed. "My issues have been with staff, they have not been with her and I want to make that very clear. I don't have any personal feelings about that." I believe fundamentally that Councilor Romero works in her work life for these values that are on her e-mails. On her e-mail it says; Rosemary Romero Consulting, Business Purpose: Building Better Communities through Public Involvement and decision making, strategic planning and constant resolution. The second thing, her personal philosophy at the end of her e-mail, be strong enough to doubt your perspectives and humble enough to welcome opposing views. "I think that is who she is." I still believe that she wants transparency and I don't want to turn this Board. But I am not saying that I don't believe in bringing someone in and refocusing. "It may be possible that the best place for me to be more effective is not on this board."

DISCUSSION ITEMS:

Councilor Calvert moved to have discussion items deferred to next meeting, second by Mr. Toler, motion carried by unanimous voice vote.

1. OPERATIONS UPDATE: FIXED ROUTE AND SANTA FE RIDE
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PUBLIC COMMENT

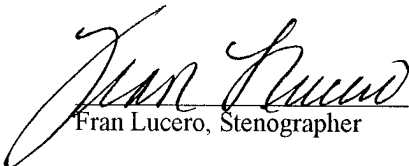
None

ADJOURN

There being no further business to come before the Transit Advisory Board, the meeting was adjourned at 7:15 pm.

Signature Page: Transit Advisory Board

Colin Messer, Chair



Fran Lucero, Stenographer