

**Ross Valley Yellow Bus Transportation Services  
Joint Exercise of Powers Agreement**

**Joint Committee**

**April 17, 2023**

**6:30 PM**

**In person:**

**San Anselmo Historical Museum (as signed on San Anselmo Town Council Chambers entry),  
525 San Anselmo Ave, San Anselmo, CA 94960**

**I. CALL TO ORDER AND ROLL CALL 6:30 PM**

**JEPA Board members:**

Town of San Anselmo: Steve Burdo, Dave Donery

Town of Fairfax: Stephanie Hellman, Heather Abrams

County of Marin: Katie Rice, Nancy Vernon

Ross Valley School District: Chris Landles-Cobb, Marci Trahan

**Marin Transit:** Christopher Whitlock, Nancy Whelan, Kyle French

**II. ORAL COMMUNICATIONS**

Persons wishing to address the Joint Exercise of Powers (JEPA) Joint Committee on subjects not on the agenda may do so at this time. Please note, however, that the JEPA is not able to undertake extended discussion or action on items not on the agenda. Matters requiring action will be referred to the joint committee or staff or placed on a future JEPA meeting agenda. Please limit your comments to three (3) minutes.

**III. JEPA BUSINESS MEETING**

<b>Item</b>	<b>Presenter</b>	<b>Action</b>
<b>A. Accept March 21, 2023, Meeting Minutes</b>	<b>Chairperson</b>	<b>Approve</b>

M/S Steve Burdo, Dave Donery to accept the March 21, 2023 minutes. Unanimous approval.

<b>B. 2023/24 Service Planning/Bus Pass Lottery</b>	<b>Marin Transit Information</b>
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Marin Transit Operations Analyst Chris Whitlock gave the 2022/23 program service planning summary. RFP awarded to Bauer's Intelligent Transportation and recommendation to reduce available vehicles to 4 (2023/24) from five this year. Routes will be restructured to cover existing service area, or routes with low ridership will be combined. Marin Transit and Ross Valley School District agreed on bell times (20 minute spacing between White Hill and Hidden Valley) that allows for route efficiency.

Whitlock updated JEPAs on lottery process running approximately May 8 through May 18. Families complete an online form selecting their preferred top 3 AM and PM routes, after which they receive a placement code. Routes awarded based on routes selected on the online form and placement on priority list. Families are given 2 days to complete purchase and unsold passes will be made available to the next family on the priority list.

Concern expressed by JEPAs members about reducing days to complete purchase from 7 days to 2 days. Whitlock explained that this timing difference would allow Marin Transit to have all passes sold by the end of the school year (June 9) so parents could do further planning if needed. Marin Transit is committed to "over communicating" the two-day window by texting parents, automated emails, and working with school on communications and signage.

**C. Set Pass Price and Approve Budget**                      **Marin Transit**    **Approve**

Whitlock presented FY23/24 budget assumptions. One-way pass increase to \$575 (\$60 increase); One-way pass payment options restructured – pay in full or pay 50/50 – no more month-to-month installment plan; Income qualified one-way passes decrease to \$75 (decrease of \$25); Measure AA formula carryover from unused to funds in first three-year term (approx. \$89,500 annually for 3 years); additional contractor surcharge of \$70,000 max. contingent on operational service exceeding 5 hours.

Marin Transit clarified that monthly installment plan was staff intensive with credit cards being declined and people leaving the program and not paying full school year. Marin Transit/RVSD would work with any family that had a hardship and couldn't make payments. Parents can also apply for free and reduced status. Marin Transit is not concerned about possibility of surcharge given the coordination of the bell times. If became an issue, would alert the JEPAs.

M/S Steve Burdo, Katie Rice to adopt FY23/24 budget under scenario 1 with a one-way pass price of \$575, optimizing school bell times accordingly. Unanimous approval.

**D. Set date/time/location/agenda topics for next meeting      Information**

Next JEPA meeting will be held in September once the school year has started.

Date/time/location TBD.

**IV.      BOARD MEMBER REPORTS**

**v.      ADJOURNMENT - to the next regular meeting**

Respectfully submitted,

Nancy Vernon  
County of Marin