



**BOARD ADMINISTRATION AND OPERATIONS COMMITTEE MEETING
WEDNESDAY, JULY 2, 2014, 1:00 P.M.
RIVERSIDE TRANSIT AGENCY BOARD ROOM
1825 THIRD STREET
RIVERSIDE, CA 92507**

<u>ITEM</u>	<u>RECOMMENDATION</u>
1. <u>CALL TO ORDER</u>	
2. <u>SELF-INTRODUCTIONS</u>	
3. <u>PUBLIC COMMENTS – NON-AGENDA ITEMS</u> Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized by law. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Each person’s presentation is limited to a maximum of three (3) minutes.	RECEIVE COMMENTS
4. <u>APPROVAL OF MINUTES – JUNE 4, 2014 COMMITTEE MEETING (P.3)</u>	APPROVE
5. <u>CONSENT CALENDAR</u> All items on the Consent Calendar will be approved by one motion and there will be no discussion on individual items unless a Board member or member of the public requests a specific item to be pulled from the calendar for separate discussion.	
A. <u>PERSONNEL REPORT – MAY 2014 (P.6)</u>	RECEIVE AND FILE
B. <u>TRANSPORTATION CENTER MONTHLY REPORT – MAY 2014 (P.13)</u>	RECEIVE AND FILE

Any person with a disability who requires a modification or accommodation in order to participate in this meeting or any person with limited English proficiency (LEP) who requires language assistance to communicate with the RTA Board during the meeting should contact the RTA Clerk of the Board, telephone number (951) 565-5044, no fewer than two business days prior to this meeting to enable RTA to make reasonable arrangements to assure accessibility or language assistance for this meeting.

Agenda related writings or documents provided to the Board of Directors are available for public inspection in the office of the Clerk of the Board and at the reception desk while the meeting is in session.

<u>ITEM</u>	<u>RECOMMENDATION</u>
6. <u>HOLIDAY EVENTS SCHEDULE</u> (P.16)	APPROVE
7. <u>AUTHORIZATION TO OPEN PUBLIC HEARING AND CONDUCT PUBLIC MEETINGS TO RECEIVE COMMENTS ON THE COMPREHENSIVE OPERATIONAL ANALYSIS (COA) DRAFT 10-YEAR NETWORK PLAN</u> (P.18)	APPROVE
8. <u>BOARD MEMBER COMMENTS AND REMARKS</u>	
9. <u>OTHER BUSINESS</u>	
10. <u>NEXT MEETING</u> BOARD ADMINISTRATION AND OPERATIONS COMMITTEE WEDNESDAY, SEPTEMBER 10, 2014 1:00 P.M. RTA HEADQUARTERS 1825 THIRD STREET RIVERSIDE, CA 92507	
11. <u>ADJOURN</u>	

RTA BOARD ADMINISTRATION AND OPERATIONS COMMITTEE MEETING
Minutes
June 4, 2014

1. CALL TO ORDER

Committee Chair Edgerton called the Board Administration and Operations Committee meeting to order at 1:00 p.m., on June 4, 2014, in the RTA Board Room.

2. SELF-INTRODUCTIONS

Self-introductions of those in attendance took place.

Committee Members Attending

1. Committee Chair Wallace Edgerton, City of Menifee, Deputy Mayor
2. Second Vice-Chairwoman Ella Zanowic, City of Calimesa, Councilmember
3. Director Art Welch, City of Banning, Mayor Pro Tem
4. Director Ike Bootsma, City of Eastvale, Mayor
5. Director Julio Rodriguez, City of Perris, Councilmember
6. Director Daryl Hickman, City of Lake Elsinore, Councilmember
7. Director Andy Melendrez, City of Riverside, Councilmember
8. Director Bridgette Moore, City of Wildomar, Councilmember
9. Director Jesse Molina, City of Moreno Valley, Councilmember
10. Alternate Jerry Sincich, County of Riverside, District I, Member-At-Large

Committee Members Absent

1. Alternate Donna Johnston, County of Riverside, District II, Member-At-Large

RTA Staff

1. Larry Rubio, Chief Executive Officer
2. Tammi Ford, Clerk of the Board
3. Tom Franklin, Chief Operating Officer
4. Craig Fajnor, Chief Financial Officer
5. Vince Rouzaud, Chief Procurement and Logistics Officer
6. Rohan Kuruppu, Director of Planning
7. Bob Bach, Director of Maintenance
8. Rick Kaczeroski, Director of Information Technologies
9. Virginia Werly, Director of Contract Operations
10. Brad Weaver, Marketing Manager
11. Laura Camacho, Director of Human Resources
12. Natalie Zaragoza, Contracts Manager
13. Eric Ustation, Government Affairs Representative
14. Joan Hepworth, Deputy Clerk of the Board
15. Leif Lovegren, Planning Analyst
16. Jose Ibarra, Customer Information Supervisor

Other Attendees:

1. Berwin Hanna, City of Norco, Mayor
2. Frank Johnston, City of Jurupa Valley, Mayor
3. Ron Roberts, County of Riverside, District III
4. Eric Lewis, City of Moreno Valley
5. Russell Chisolm, TMD
6. China Langer, TMD
7. Melissa Davidson, TMD

3. PUBLIC COMMENTS – NON-AGENDA ITEMS

None.

4. APPROVAL OF MINUTES – MAY 7, 2014 COMMITTEE MEETING

M/S/C (HICKMAN/MOLINA) approving the minutes of the May 7, 2014 Committee meeting.

The motion carried unanimously.

5. CONSENT CALENDAR

M/S/C (BOOTSMA/MELENDREZ) approving the receipt and file of Item A – Personnel Report – April 2014.

The motion carried unanimously.

M/S/C (BOOTSMA/MELENDREZ) approving the receipt and file of Item B – Transportation Center Monthly Report – April 2014.

The motion carried unanimously.

6. COMPREHENSIVE OPERATIONAL ANALYSIS (COA) DRAFT SERVICE STANDARDS AND PRESENTATION

Mr. Kuruppu and Mr. Chisolm, with TMD, presented the Comprehensive Operational Analysis Draft Service Standards.

7. BOARD MEMBER COMMENTS AND REMARKS

Committee Chairman Edgerton congratulated Supervisor Marion Ashley on his victory in the June 3, 2014 election, and also commented that Supervisor Stone had done well in the primary election. He also commented that Tammi Ford was doing a good job in her new role as Clerk of the Board of Directors.

8. OTHER BUSINESS

None.

9. NEXT MEETING

Board Administration and Operations Committee Meeting
Wednesday, July 2, 2014

1:00 p.m.

RTA Headquarters

1825 Third Street

Riverside, CA 92507

13. MEETING ADJOURNMENT

The meeting was adjourned at 1:50 p.m.

DRAFT

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

July 2, 2014

TO: BOARD ADMINISTRATION AND OPERATIONS COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Laura Camacho, Director of Human Resources

SUBJECT: Personnel Report – May 2014

Summary: The attached reports summarize personnel activity that occurred in May 2014. The following information is outlined in the report:

- Number of budgeted positions versus number of filled positions by department and position.
- Percentage of minority and female employees by position classification.
- Number of disciplinary actions by gender.
- Percentage of minority and female applicants by position.
- Number of minority and female employees by personnel actions.

Recommendation:

Receive and file.

SUMMARY OF BUDGETED POSITIONS
May 2014

DEPARTMENT AND TITLE	BUDGETED POSITIONS	FILLED POSITIONS
<u>ADMINISTRATION</u>		
Chief Executive Officer	1	1
Executive Assistant/Clerk of the Board	<u>1</u>	<u>1</u>
Department Subtotal	2	2
<u>ACCOUNTING</u>		
Chief Financial Officer	1	1
Performance Reporting & Analysis Manager	1	1
Controller	1	1
Principal Financial Analyst	1	1
Accounting Supervisor	1	1
Payroll Coordinator	1	1
Revenue Account Coordinator	1	1
Accounts Payable Clerk	1	1
General Accounting Clerk	1	1
Coin Counter	<u>2</u>	<u>2</u>
Department Subtotal	11	11
<u>HUMAN RESOURCES</u>		
Director of Human Resources	1	1
Human Resources Manager	1	0
Labor Relations Officer	1	1
Risk Manager	1	1
Training Manager	1	1
Training Instructor	1	1
Risk Management Specialist	1	0
Human Resources Specialist - Benefits	1	1
Human Resources Specialist - Recruitment	1	1
Human Resources Clerk	1	1
Receptionist, Full Time	<u>1</u>	<u>1</u>
Department Subtotal	11	9
<u>INFORMATION TECHNOLOGY</u>		
Director of Information Technology	1	1
ITS Administrator	1	1
Systems Analyst	<u>1</u>	<u>1</u>
Department Subtotal	3	3
<u>MAINTENANCE</u>		
Director of Maintenance	1	1
Maintenance Manager	1	1
Facilities Manager	1	1
Maintenance Quality Control	1	1
Contract Operations Maintenance Supervisor	1	1
Maintenance Supervisor	6	6
Electronic Technician	1	1
Groundskeeper	1	1
Mechanic	27	28
Property Maintainer	1	1
Tire Servicer	1	1
Servicer	<u>14</u>	<u>14</u>
Department Subtotal	56	57

DEPARTMENT AND TITLE	BUDGETED POSITIONS	FILLED POSITIONS
MARKETING		
Director of Marketing	1	1
Marketing Manager	1	1
Government Affairs Representative	1	1
Customer Information Supervisor	1	1
Customer Information Clerk, Full-Time	1	1
Customer Information Clerk, On-Call	<u>19</u>	<u>18</u>
Department Subtotal	24	23
OPERATIONS		
Chief Operating Officer	1	1
Operations Manager	1	1
Executive Assistant	1	0
Operations Supervisor	14	14
Operations Analyst	1	1
Stops/Zones Supervisor	1	1
Stops/Zones Groundskeeper	8	8
Surveyor	2	2
Transit Clerk	1	1
Coach Operator		
Full-Time ¹	202	226
Part-Time	<u>22</u>	<u>4</u>
Department Subtotal	254	259
CONTRACT OPERATIONS		
Director of Contract Operations	1	1
Contract Operations Manager	1	1
Contract Operations Specialist	2	2
Customer Service Specialist, Full-Time	2	2
Travel Training Supervisor	1	1
Travel Training Specialist	3	3
Medi-Cal Administrative Activity (MAA) Coordinator	1	1
Contract Operations Administrative Clerk	<u>1</u>	<u>1</u>
Department Subtotal	12	12
PLANNING		
Director of Planning	1	1
Senior Planner	2	1
Scheduling Analyst	1	1
Planning Analyst	<u>1</u>	<u>1</u>
Department Subtotal	5	4
PURCHASING		
Chief Procurement & Logistics Officer	1	1
Capital Improvement Program Manager	1	0
Project Manager	1	1
Contracts Manager	1	1
Contracts Administrator	2	2
Storeroom Supervisor	1	1
Buyer	1	1
Parts Clerk	<u>4</u>	<u>4</u>
Department Subtotal	12	11
Totals	390	391

¹The Agency experienced the following extended leaves of absences: 8 Coach Operators on workers' compensation, and 4 Coach Operators on disability leave. In addition, Agency is temporarily hiring full-time operators to meet current service demands.

TOTAL WORKFORCE AND UTILIZATION ANALYSIS

POSITION CLASSIFICATION	TOTAL EMPLOYEES	% OF MINORITY EMPLOYEES	% OF FEMALE EMPLOYEES	2000 CENSUS AVAILABILITY		UNDERUTILIZED	
				%MIN	%FEM	MIN	FEM
Executive/First/Mid Level Officials & Managers	47	57.4%	29.8%	31.4%	39.9%	No	Yes
Professionals	14	28.6%	28.6%	34.6%	49.8%	Yes	Yes
Administrative Support Workers	46	68.2%	81.8%	48.6%	72.8%	No	No
Operatives	230	71.7%	43.0%	69.9%	70.8%	No	Yes
Craft Workers	29	62.1%	0.0%	48.2%	5.6%	No	Yes
Laborers	10	40.0%	0.0%	73.7%	15.3%	Yes	Yes
Service Workers	15	86.7%	0.0%	59.2%	56.2%	No	Yes
Total	391						

DISCIPLINARY ACTIONS

DEPARTMENT	WARNINGS, COUNSELINGS & WRITTEN REPRIMANDS								SUSPENSIONS							
	Male				Female				Male				Female			
	(C	AA	H	O)	(C	AA	H	O)	(C	AA	H	O)	(C	AA	H	O)
Maintenance	3	1	4	0	0	0	0	0	0	0	0	0	0	0	0	0
Operations	4	1	4	0	4	11	7	0	1	0	1	1	2	4	1	0
	(17)				(22)				(3)				(7)			

C=Caucasian, AA=African American, H=Hispanic, O=Other

APPLICATION ANALYSIS

POSITION TITLE	TOTAL APPLICANTS	% OF MINORITY APPLICANTS	% OF FEMALE APPLICANTS
Coach Operator	151	85%	49%
Human Resources Specialist Recruitment	19	84%	79%
Planning & Scheduling Manager	11	45%	27%
Training Instructor	17	76%	35%

PERSONNEL ACTIVITY

Full-Time and Part-Time:

Personnel Activity	All Employees			Minority Employees Male						Minority Employees Female						Total Minorities
	Total	Male	Female	AA	HISP	API	AIAN	NHOPI	MULTI	AA	HISP	API	AIAN	NHOPI	MULTI	Total
New Hires	7	5	2	3	2					1	1					7
Promotions	1		1													0
Transfers	0															0
Demotions	0															0
Terminations	0															0
Resignations	4	2	2	1	1					1	1					4
Retirements	2	1	1		1											1
Other	0															0

FOR FISCAL YEAR 07/01/13 THROUGH 06/30/14
FULL-TIME SEPARATIONS

	<u>Administration</u>	<u>Other</u>
Terminations	1	4
Resignations	4	7
Retirements	1	13
Other	0	0

FOR FISCAL YEAR 07/01/12 THROUGH 06/30/13
FULL-TIME SEPARATIONS

	<u>Administration</u>	<u>Other</u>
Terminations	1	8
Resignations	4	5
Retirements	1	8
Other	0	0

AA = African American
HISP = Hispanic
API = Asian/Pacific Islander

AIAN = American Indian or Alaskan Native
NHOPI = Native Hawaiian or Other Pacific Islander
MULIT = Two or More Races

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

July 2, 2014

TO: BOARD ADMINISTRATION AND OPERATIONS COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Jim Kneepkens, Director of Marketing

SUBJECT: Transportation Center Monthly Report – May 2014

Summary: In May 2014, the Customer Information Center answered 37,203 calls, a 5.8% increase compared to May 2013. Calls included 169 commendations, general comments and valid complaints. The number of calls to Dial-A-Ride was 18,434, a 40.4% increase compared to May 2013. A total of 55,637 calls were received between the two call centers, which reflects a 15.2% increase compared to the same period last year.

The attached reports present call volume history and detail commendations, general comments and complaints by type.

Recommendation:

Receive and file.

Riverside Transit Agency

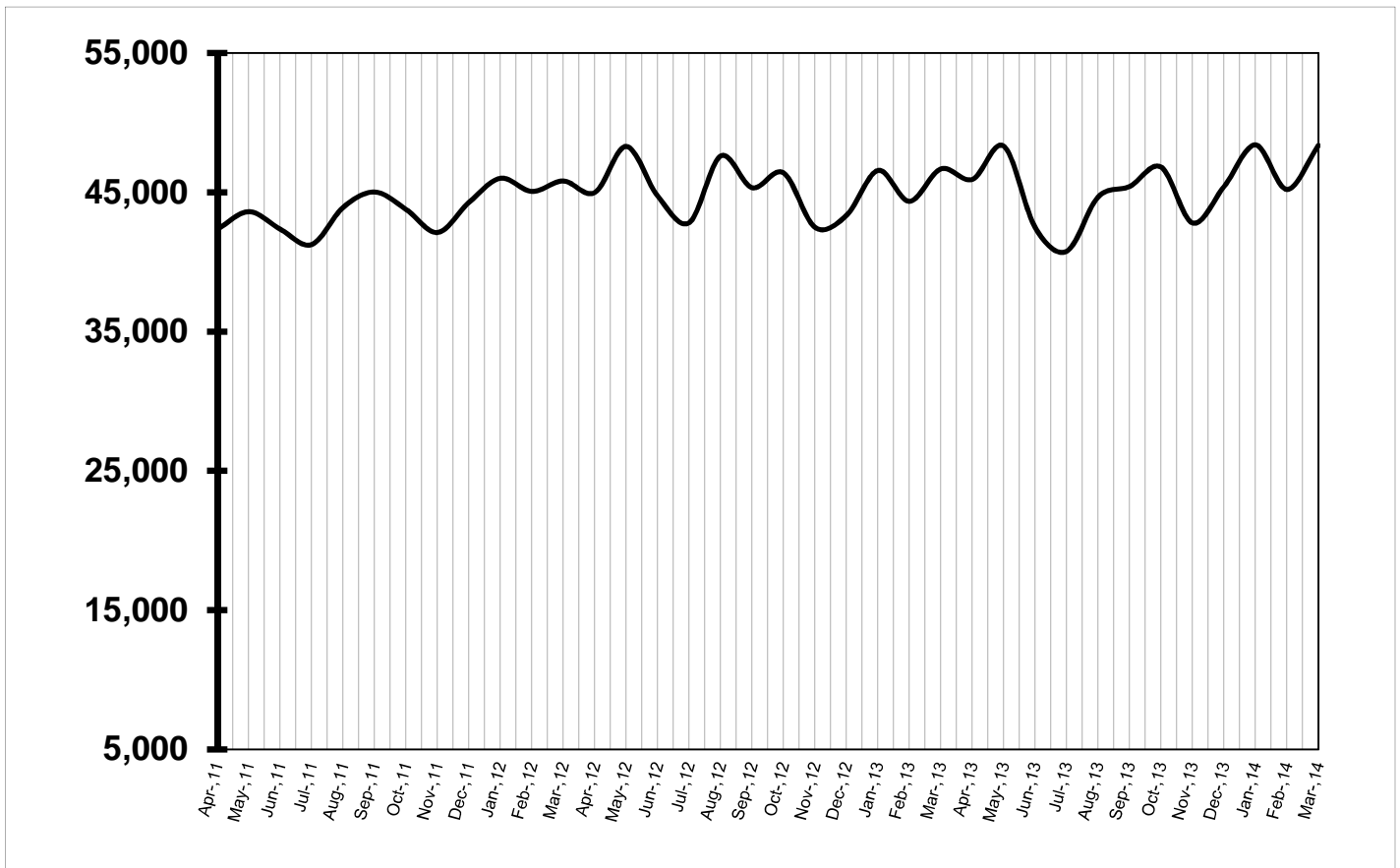
May 2014 Transportation Center Call Totals

Customer Information Center (CIC)	May 2014	May 2013	Percent Change
Information Calls	37,034	34,916	6.1%
Complaints	119	172	-30.8%
Comments	27	50	-46.0%
Commendations	23	22	4.5%
Total CIC Calls	37,203	35,160	5.8%

Dial-A-Ride (DAR)

Total DAR Calls	18,434	13,126	40.4%
------------------------	---------------	---------------	--------------

Total Calls	55,637	48,286	15.2%
--------------------	---------------	---------------	--------------



Complaints, Comments & Commendations

Valid Complaints

Category	May 2014	May 2013	12 Month Average per Month	Complaints per 10,000 Passengers
Bus Stop	4	12	8	0.05
Careless Driving	14	17	16	0.16
Conduct	0	0	1	0.00
Crowded	20	25	18	0.23
Customer Service	1	0	2	0.01
Early Bus	10	26	15	0.12
Fare Dispute	4	7	6	0.05
Late Bus	1	4	5	0.01
Missed Transfer	31	42	29	0.36
No Show	9	15	10	0.11
Passed By	6	6	5	0.07
Passenger Conduct	18	16	18	0.21
Other	1	2	5	0.07
Total	119	172	137	1.45

Ridership

	May 2014	May 2013	12 Month Average per Month
All services	854,540	832,165	792,389

Comments

	May 2014	May 2013	12 Month Average per Month	Comments per 10,000 Passengers
General Comments	27	50	40	0.32

Commendations

	May 2014	May 2013	12 Month Average per Month	Commendations per 10,000 Passengers
General Commendations	23	22	28	0.27

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

July 2, 2014

TO: BOARD ADMINISTRATION AND OPERATIONS COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Jim Kneepkens, Director of Marketing

SUBJECT: Holiday Events Schedule

Summary: Each Year, from October through December, various jurisdictions request vehicles and staff for holiday parades, displays and other special events. The Agency participates in these events as a marketing effort to help promote Riverside Transit Agency, provide information about all available services, and to promote a strong positive corporate image by partnering with the communities we serve. This year's anticipated holiday schedule includes:

- October 18 Riverside Trolley Dances
- November 6 Riverside County SafeHouse Stuff-the-Bus
- November 8 Perris Veteran's Day Parade
- November 11 Murrieta Veteran's Day Parade
- November 28 Riverside Festival of Lights Switch-on Ceremony
- December 5 Temecula Electric Light Parade
- December 6 Hemet Holiday Parade
- December 6 Perris Annual Christmas Parade
- December 12 Temecula Childrens Museum Stuff-A-Bus
- December 13 Beaumont Holiday Parade
- December 13 Yucaipa/Calimesa Christmas Parade

Fiscal Impact:

The cost to participate in these events is estimated to be less than \$3,000 and is included in the approved FY15 budget.

Recommendation:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Authorize staff to work with the individual cities and organizing groups and coordinate Riverside Transit Agency's involvement in holiday events.

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

July 2, 2014

TO: BOARD ADMINISTRATION AND OPERATIONS COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Rohan Kuruppu, Director of Planning

SUBJECT: Authorization to Open Public Hearing and Conduct Public Meetings to Receive Comments on the Comprehensive Operational Analysis (COA) Draft 10-Year Network Plan

Summary: In November 2012, the Board of Directors (Board) authorized staff to award a contract to Transportation Management & Design, Inc. (TMD) for the COA. The COA will serve as a blueprint for operational and capital enhancements over the next ten years. The COA is comprised of the following five (5) primary tasks:

1. Market Assessment - Includes on-board ride checks, on-board surveys, and non-user surveys, as well as an assessment of demographic, land use, trip generators and travel patterns in the region. Results of the analyses are used to identify unmet and future market needs, quantify the diverse set of development patterns in the region, and highlight key market opportunities for the Agency.
2. Service Assessment - Includes the evaluation of performance measurements by day of the week at the route, route segment, trip, and stop level for all existing fixed route services.
3. Service Framework, Strategies, and Service Standards - The results of the market and service assessments will form the basis for developing a clear transit vision within the Agency's service area. Through a collaborative process, the findings from the analysis will be synthesized into market priorities and service network design principles that include updated service standards, refreshed bus stop design guidelines, and the identification of rapid transit alternatives.
4. Stakeholder Outreach - Extensive public outreach is a vital opportunity for the community to provide input for the development of proposed service strategies, alternatives, and recommendations. All 18 cities, unincorporated communities, major colleges and universities, and several other stakeholders within the Agency's service area have been invited to participate. Since the commencement of the study, over 40 community meetings have been held.

5. Ten Year Network Plan - The 10-Year Network Plan will include prioritized operational and capital recommendations to support the fixed route network over the next one to three years (short-term) based on available resources and funding, as well as mid- and long-term (four to six years and seven to ten years, respectively) that include a more generalized set of recommendations on a corridor and network level. The mid- and long-term periods will include recommendations based on future funding assumptions.

The COA is about ninety percent complete with the development of the Draft 10-Year Network Plan. A rich amount of data has been collected and analyzed from surveys, outreach meetings, and the market and service assessments, including demographic trends and travel patterns by origin and destination. Based on these inputs, the Draft 10-Year Network Plan has been developed collaboratively by the consultant and staff to improve the transit services provided by this Agency.

The findings from the Market and Service Assessments, survey results, and passenger comments contributed to the development of service recommendations that were designed to grow system ridership while maintaining the financial stability of RTA. The Draft 10-Year Network Plan includes recommendations for each route on alignment, service frequency, and service span.

In order to make use of each resource more effectively, the recommendations involve realigning unproductive segments to serve markets with higher ridership potential, consolidating routes to increase productivity, and streamlining routes to reduce travel times.

The Draft 10-Year Network Plan achieves the following five benefits for RTA riders:

1. Improved service frequencies – the plan improves service frequencies on 80 percent of local routes and for 70 percent of passengers. It ensures that all routes will have frequencies no greater than 60 minutes, and that one in three riders will have service every 15 minutes or better. See table below.
2. Enhanced connections between services and communities – standardizing frequencies to 10, 15, 30, and 60 minutes allows for easier timed-transfers and shorter wait times, facilitating travel around Western Riverside County. The plan also improves regional connections on CommuterLink services and connections to Metrolink Stations. See table below.
3. Shortened travel times – reducing out-of-direction travel shortens travel times, making trips more attractive to customers.

4. Later service hours – the plan proposes extending spans to midnight on three key routes and extended service hours on routes that serve colleges to accommodate late-night classes.
5. Maintained lifeline coverage – the plan maintains existing service coverage of Western Riverside County. 99.6 percent of existing riders are still within a half mile walk from routes on the proposed network.

Proposed Route Frequency Improvements		
Route	Existing Frequency	Proposed Frequency
1	20	10 Limited/20 Local
3	45	30
7/8	65/65	45
10/14	65/70	60
11	65	60
12/13	70/65	30 trunk/60 tail
15	45	30
16/19	25/45	15 short/30 long
18	65	60
20	60	60
21	65	60
22	60	60
23	80	60
24	80	60
27	60	30 Hemet/60 Riverside
29	60	60
30	50	60
31	70	60
32/33	70/70	60
35	65	60
40	85	60
41	60	60
42	75	60
49	60	60
50	13-27	13-27
51	40	40
54	N/A	N/A
55	15	15
61	70	60
74	75	60
79	70	60
202	14 (trips)	0
204	18	18
206	17	21
208	17	21
210	4	0
212	14	0
216	14	14
217	17	21

Under Federal Transit Administration (FTA) guidelines as stated in *FTA Circular 9030.1D, Chapter IV., Section 8.0, p. IV-13*, and in the Agency's *Public Hearing Policy for Major Service and Fare Changes*, a public hearing must be held if routing and timetable changes increases or decreases by 25 percent or more from its current configuration to provide the public with the opportunity to comment on the proposed change. The COA draft service recommendations meet this threshold. Therefore, staff is requesting the Board grant approval to open a public hearing process at the July 24 meeting, for the purpose of receiving public comment on the Draft 10-Year Network Plan. This hearing would remain open until the final proposed 10-Year Network Plan is presented to the Board in November 2014.

An outreach program has been developed for presenting the Draft 10-Year Network Plan to the public. There will be a series of meetings conducted throughout the RTA service area during the months of August and September 2014 to receive comment from the public and stakeholders on the draft plan. The meetings will be announced the required 30 days in advance and will be publicized through newspapers, the agency website, rider alerts, and other electronic communication methods such as Twitter, Facebook, and E-Alerts to notify customers. As well as through public meetings, public comment will also be received through the agency website, email, and by postal mail and phone.

A special publication will be available summarizing the Draft 10-Year Network Plan and all of the proposed service changes it contains. Maps of all proposed route alignment changes will be provided, as well as a summary of proposed service frequencies and spans. The publication will include a schedule of all public meetings, and will be provided to all Board members in advance of the public outreach process commencement.

The comments received from this outreach process will help staff finalize recommendations for Committee review and Board consideration in November 2014. At that time, an implementation plan will be presented, including both short term (FY15) and longer term (FY16 and beyond) service improvements.

Fiscal Impact:

There is no new fiscal impact from the public outreach program costs, which are budgeted within the COA project budget.

Provisions have been made within the FY15 Agency Budget and Short Range Transit Plan (SRTP), as approved at the June 19 Board Meeting, to accommodate a set of short term service improvements resulting from the COA. Longer term improvements from the COA will be included in subsequent fiscal year budgets and SRTPs.

Recommendation:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Open a public hearing and direct staff to conduct public meetings to receive comments on the Comprehensive Operational Analysis (COA) Draft 10-Year Network Plan.