

Summary Minutes
Operations & Scheduling Committee
Walnut Creek City Hall
City Manager's Conference Room – 3rd Floor
1666 North Main Street, Walnut Creek
Friday September 7, 2012, 9:00 a.m.

Director in Attendance: Directors Erling Horn and Bob Simmons

Staff: Rick Ramacier, Scott Mitchell, Bill Churchill, and Laramie Bowron

Public and Advisory Committee: Marci McGuire

Call to Order: Meeting called to order at 9:00 a.m. by Director Horn

1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** A member of the public had a recommendation to improve Route 25 by re-routing it off the freeway.
3. **Approval of O&S Summary Minutes for July 11, 2012:** Minutes were approved.
4. **Maintenance:**
 - a. Heavy Duty Bus Purchase – Scott Mitchell presented a memo detailing the need to replace 10 diesel buses. Scott explained that the funding has been allocated and a competitive bid has taken place. Directors Horn and Simmons requested clarification on the differences between hybrid and diesel buses and wanted to know if other methods for reducing fuel existed. Scott recommended diesel buses due to their reduced cost and maintenance requirements and will continue to explore electrifying individual components to achieve fuel savings. The committee supported the recommendation to send the item to the full Board to authorize the General Manager to enter into an agreement with Gillig to fulfill the order for 10 buses.
5. **Planning and Scheduling:** None
6. **Paratransit and Accessible Services**
 - a. LINK No-Show Policy – Rick Ramacier presented a memo recommending a minor change to the LINK No-Show Policy based on findings from the recently completed Federal Transit Administration Triennial Review. Director Simmons made two grammatical corrections and the Committee supported the change.
7. **Staff Reports**
 - a. Fixed Route Monthly Report – July 2012 - approved
 - b. LINK Monthly Report – July 2012 - approved
8. **Committee Comments** – Director Simmons commented that the Walnut Creek Transit Village project is on an accelerated schedule for approval this year and construction in June 2014. He stated that they still plan on including the same number of bus bays as previously agreed to. Director Simmons also commented that the City of Walnut Creek has begun discussions on why the Shadelands Business Park has not been as successful as other business parks. Director Simmons mentioned that the City may explore implementing a shuttle service.
9. **Future Agenda Items** – Committee expressed interest in why paratransit ridership is down.
10. **Next Scheduled Meeting** – October 5 @ 9:00 a.m. at City Manager's Conference Room – 3rd Floor
1666 North Main Street, Walnut Creek
11. **Adjournment** – meeting was adjourned at 11:10 a.m.