

Summary Minutes
Operations & Scheduling Committee
City of Pleasant Hill Community Room
100 Gregory Lane, Pleasant Hill, CA
May 2, 2014, 8:30 a.m.

Directors: Directors Candace Andersen, Jack Weir, Dave Hudson
Staff: Rick Ramacier, Scott Mitchell, Bill Churchill, and Laramie Bowron
Public: None

Call to Order: Meeting called to order at 8:30 a.m. by Director Weir

1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** None.
3. **Approval of O&S Summary Minutes for April 11, 2014:** Minutes were approved.
4. **Maintenance:**
 - a. **Paratransit Van Replacement:** Mr. Mitchell presented this item and explained the need to replace 18 paratransit LINK vans with ten 22-ft cutaway vans and up to eight minivans. Mr. Mitchell went on to explain that these vehicles could be purchased off of an existing CalACT consortium contract. The vehicles are not to exceed the cost of \$1,352,669. Director Hudson asked about the fuel type and any potential emissions requirements. Mr. Mitchell stated that the vehicles would be gas powered. Director Andersen questioned the size of the vehicles and asked if smaller vehicles would suffice. Mr. Churchill answered that fleet downsizing had been explored specifically to mini and microvans but the needs of the passengers would not be fully met with these vehicles. Director Weir asked about the process of retiring vehicles to which Mr. Mitchell stated that they would be made available for donation and that vehicles still remaining would be scrapped. The Committee supported staff's recommendation to request the Board to adopt a resolution authorizing the General Manager to purchase the 18 replacement vehicles.
5. **Planning and Scheduling:** None.
6. **Staff Reports**
 - a. **Fixed Route Monthly Report – March 2014** – Mr. Bowron presented the fixed-route report which was approved without comment.
 - b. **LINK Monthly Report – March 2014** – Mr. Churchill presented the report and noted the increase in ridership specifically wheelchair boardings. The report was approved without further comment.
7. **Committee Comments** – None.
8. **Future Agenda Items** – None.
9. **Next Scheduled Meeting** –The next meeting is scheduled for June 2nd at 8:30am at the City of Pleasant Hill Conference Room.
10. **Adjournment** – The meeting was adjourned at 9:25 a.m.