

**Summary Minutes
Operations & Scheduling Committee
Supervisor Andersen Office
Pleasant Hill City Hall
100 Gregory Lane, Community Room
Friday, May 11, 2018, 8:15 a.m.**

Directors: Sue Noack, Dave Hudson

Staff: Bill Churchill, Ruby Horta

Public: None

Call to Order: Meeting called to order at 8:15 a.m. by Director Hudson.

1. Approval of Agenda Items: Agenda was approved.

2. Public Comment and/or Communication:

None.

3. Approval of O&S Summary Minutes for April 10, 2018: Minutes were approved.

4. Public Outreach

Ms. Horta provided a summary of the additional outreach efforts conducted to date with regard to the service restructure and fare modification proposals. Director Hudson share that Traffix had recently raised their rates and the public did not oppose it. Director Noack added that Bay Area residents will soon be faced with a decision to raise tolls and a fare increase for County Connection was not out of line with overall trends.

5. GPS Based Advertising Equipment

Mr. Churchill explained that at the EXPO in Atlanta several Board members expressed interest in GPS based advertising. The audio/video equipment is installed in the interior of each bus and ranges in cost from approximately \$7,000-\$9,000. The GPS component would allow for the display of ad information relative to the bus's location. Mr. Churchill informed the Committee that Hanover Displays has agreed to fully equip one vehicles, as a demo project. Mr. Churchill further explained that although the technology would provide another method to display information, the ad agencies currently under contract with County Connection are not interested in a partnership for a single vehicle.

Director Noack recognized the benefit for a community like Walnut Creek with a large retail offering and recommended installing the equipment on one of the electric vehicles. Director Hudson suggested reaching out to business in County Connection's service area to create financial partnerships to fund the project.

Director Noack added the option to reach out to improvement districts in the service area.

6. Late Cancellation/No-Show Policy Change

Mr. Churchill shared the changes proposed to the policy. Both Director Hudson and Director Noack expressed their desire to move to a pre-paid method and potentially implement penalties for late cancellation and no-shows. Mr. Churchill indicated he would review the regulations to ensure the final recommendation met all legal requirements. Director Noack asked for a clarification on the quarter definition.

7. Monthly Reports

Staff reported on the fixed route statistics.

8. Committee Comments

None.

9. Future Agenda Items

Public outreach plan for the service restructure and fare proposals.

10. Next Scheduled Meeting – June 1st at 8:15am, at 100 Gregory Lane.

11. Adjournment – The meeting was adjourned at 9:00 a.m.

Minutes prepared and submitted by: Ruby Horta, Director of Planning & Marketing