

AGENDA ITEM 2 D
Action Item

MEMORANDUM

DATE: April 6, 2023

TO: El Dorado County Transit Authority

FROM: Matthew Mauk, Executive Director

SUBJECT: Scheduling of a Board Workshop for the Short-Range Transit Plan Update

REQUESTED ACTION:

BY MOTION,

- 1. Approval to schedule a Board Workshop on the Short-Range Transit Plan Update for the regular public meeting of the El Dorado County Transit Authority on May 4, 2023**
- 2. Approval to move the starting time of the regular May 4, 2023, Board meeting up one (1) hour to 12:00 PM to allow time to accommodate the Board Workshop**

BACKGROUND

At the regular March meeting, following a competitive vendor selection process, the El Dorado County Transit Authority (El Dorado Transit) approved execution of a contract with DanTec Associates consultants to develop an update to the local service elements of the 2019 El Dorado Transit Short- and Long-Range Transit Plan (Plan). An update to the Plan is deemed necessary to reassess the current demand for local transit services and develop timely strategies to best address the emerging transportation needs of the community. It is anticipated that completion of the Plan will take approximately nine (9) months and be informed by extensive public and stakeholder engagement efforts.

DISCUSSION

In accordance with the adopted Work Plan and Schedule for the Local Short-Range Transit Plan Update, DanTec Associates and staff began work in March on the first elements of the project including a two (2) day meeting held on site to review current conditions and conduct route familiarization on the local fixed route service. Before the meeting, the consultant team reviewed pertinent documents, including the 2019 Plan, current performance statistics, and relevant strategic plans and policy documents.

Next steps and deliverables in the planning process over the coming weeks include, documenting existing conditions, a review of ADA accessibility and compliance, funding analysis, and a review of peer agencies and best practices analysis. This exercise may be particularly valuable

because many transit agencies are also developing innovative programs and services to respond to the loss of ridership due to the pandemic. The first round of a public, stakeholder, and Board outreach process will be conducted to reach a broad range of users, residents, and interested parties throughout the service area. As planned, this will involve listening and learning from stakeholders and the public about what they know about local transit options and to understand community wants and aspirations. This outreach work is intended to and develop mission and vision statements as well as evaluation criteria to be used to evaluate the prospective local service and fare options.

As detailed in Task 8 of the adopted Work Plan, this initial round of information gathering and outreach is to include a public Board Workshop on goals and objectives. The session is intended to begin with an overview of the project and the findings of tasks to date. The second half of the session will be dedicated to obtaining Board input on proposed goals and objectives statements for the local service consistent with the agency vision and mission. The input received will help DanTec Associates draft goals and objectives for the local services that are consistent with the expectations of the public and the fiscal limits of the agency.

With the requested action, staff recommends scheduling the Board Workshop for the regular public meeting of the El Dorado Transit Board on May 4, 2023, and moving the starting time of the Board meeting up one (1) hour from its usual time to 12:00 PM to accommodate the workshop in addition to the regular agenda items. It is anticipated that the Workshop will take approximately ninety (90) minutes.

FISCAL IMPACT

None.