



OPEN MEETING

REGULAR MEETING OF THE MOBILITY AND VEHICLES COMMITTEE*

**Wednesday, December 7, 2022 1:30 PM
Board Room/Virtual**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions regarding virtual meetings using one of two options:

1. Join the Committee meeting via a Zoom link at: <https://us06web.zoom.us/j/93335974508> or by calling 669-900-6833 Access Code: 933 3597 4508
2. Via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.

NOTICE AND AGENDA

This Meeting May Be Recorded

1. Call to Order
2. Acknowledgement of Media
3. Approval of the Agenda
4. Approval of Meeting Report for October 5, 2022
5. Chair's Remarks
6. Member Comments (Items not on the Agenda)
7. Response to Member Comments
8. Director's Report
 - 2022 Ridership
 - Delivery of New Vehicles (2021 CIP)

Items for Discussion:

None

Items for Future Agendas:

None

Concluding Business:

- Committee Member Comments
- Date of Next Meeting: February 1, 2023 at 1:30 p.m.
- Adjournment

*A quorum of the GRF Board or more may also be present at the meeting.

Don Tibbetts, Chair
Robert Carroll, Staff Officer Telephone:
949-597-4638

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OPEN MEETING

**REPORT OF REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MOBILITY AND VEHICLES COMMITTEE**

**Wednesday, October 5, 2022 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637**

MEMBERS PRESENT: Don Tibbetts (Chair), Egon Garthoffner, Cush Bada, Jim Cook (Alternate), Anthony Liberatore (Alternate), Pearl Lee, Margaret Bennett

ADVISORS:

MEMBERS ABSENT: John Frankel, Maggie Blackwell

OTHERS PRESENT: Bunny Carpenter, Juanita Skillman, Sue Stephens

STAFF PRESENT: Robert Carroll - General Services Director, Francisco Perez – Transportation Supervisor, Bob Merget – Landscape Manager, Liz Cortez – Administrative Coordinator

- 1. Call to Order**
Chair Tibbetts called the meeting to order at 1:30 p.m.
- 2. Acknowledgment of Media**
None present.
- 3. Approval of the Agenda**
Hearing no objection, the agenda was approved by acclamation.
- 4. Approval of Meeting Report for**
Hearing no objection, the regular meeting report of June 1, 2022 was approved by acclamation.
- 5. Chair's Remarks**
None
- 6. Member Comments (Items Not on the Agenda)**
Member Rhoda Lindner spoke on the Village bus system and the RFID chips residents utilize for ridership data.
- 7. Response to Member Comments**
Chair Tibbetts responded to member's comments.

Reports

8. Director's Report

Staff provided the committee with a current overview of the Laguna Woods Village Transportation ridership for the Fixed-Route, Journey and BOOST transportation programs.

Staff also provided a map of Laguna Woods Transportation boundaries. Staff is following guidance from County/State mandates for mask requirements in public Transportation as it relates to COVID-19 restrictions.

The committee was provided with a delivery update of the vehicles per the 2021 capital approved purchases. The delay of new vehicle deliveries is a result of a worldwide chip shortage and supply change issues.

9. City of Laguna Woods Mobility Technology Plan Power Point Presentation

Representatives of the firm IBI Group presented a power point presentation on Laguna Woods City's mobility and technology plan.

Items for Discussion

10. Update on Fleet Right-Sizing Project

The General Services department completed the first biannual Fleet Right-Sizing Assessment. This project is to ensure the number and types of vehicles in the GRF fleet are appropriate for supporting VMS operations.

Staff provided a report on the following items:

- Assessment resulted in the projected reduction of ten vehicles and one specialty equipment.
- Assessment resulted in ten vehicles that will be reduced to different vehicle classes when they are scheduled to be replaced.
- Assessment identified six vehicles that can be repurposed, shared, or pooled across departments.

The Fleet Right-Sizing Assessment includes approximately \$620,200 in savings over a four-year period.

Chair Tibbets commented on the report. Director Garthoffner suggested staff provide a list of the VMS vehicles and the departments they are assigned to. Director Bhada confirmed with staff the results of the report are being implemented.

At this time Member Steve Seyman commented on the Village's transportation operational hours.

11. Vehicle Purchase – Two Ford Escape Plug-In Hybrid Vehicles for the Security Department

Staff presented a report recommending the committee approve the purchase of two replacement Ford Escape vehicles for the Security Department in the estimated amount of \$79,996.

Director Cook made a motion to approve staff's recommendation, Director Liberatore seconded. The motion passed by unanimous decision.

12. Vehicle Purchase – Four Ford F-250 Crew Cab Trucks for the Landscape Department

Staff presented a report recommending the committee approve the purchase of four Ford F-250 trucks for the Landscape Department in the estimated amount of \$202,636.

Discussion ensued amongst directors. Director Cook made a motion to approve staff's recommendation, Director Liberatore seconded. The motion passed by unanimous decision.

13. Equipment Purchase – Four Equipment Trailers for the Landscape and General Services Departments

Staff presented a report recommending the committee approve the purchase of four equipment trailers for the Landscape and General Services Departments in the estimated amount of \$52,403.

Director Cook made a motion to approve staff's recommendation, Director Liberatore seconded. The motion passed by unanimous decision.

Director Garthoffner presented a power presentation to the committee on average maintenance costs over several years for various vehicle types.

Items for Future Agendas:

None.

Concluding Business:

Committee Member Comments:

None.

Date of Next Meeting – Wednesday December 7, 2022 at 1:30 p.m.

Adjournment:

The meeting was adjourned at 3:14 p.m.


Don Tibbetts (Oct 19, 2022 10:00 PDT)

STAFF REPORT

DATE: December 7, 2022
FOR: Mobility and Vehicles Committee
SUBJECT: General Services Director's Report

RECOMMENDATION

Receive and file report.

BACKGROUND

At each meeting of the Mobility and Vehicles Committee, the General Services Director provides information related to the Village transportation program and the operational costs of the Village vehicle maintenance program. The reports are varied each meeting and are submitted to the Committee to provide a broad spectrum of information on a variety of topics.

DISCUSSION

The Bus transportation system consists of the following three programs:

The **Fixed Route** service also known as the **Easy Rider** provides transportation for residents through neighborhood fixed routes and commercial fixed routes. A total of nine 18 passenger shuttle buses are used for this program.

Laguna Woods Village **Journey** program provides curb-to-curb transportation for preapproved residents with medical needs. Residents schedule their rides in advance by calling the Transportation office. Journey drivers are employed by Village Management Services. One to two shuttle buses are used for this program.

BOOST on-demand rideshare is a contractual partnership with Lyft Inc. BOOST services Laguna Woods Village residents when the Fixed Route service is not operating. Residents can schedule a ride via mobile application or by calling the Transportation office. Drivers are contracted through Lyft Inc. and use their personal vehicles.

Ridership Data and Trends

When residents and their guests ride the Village buses or utilize the Journey or BOOST programs, their trips are tracked. Each time a rider enters a bus, the RFID chip on their Identification Card records a 'trip.' Trips provided through the Journey program are tracked by the 'Ride Now' scheduling software. Trips provided through the BOOST rideshare program are tracked by data provided by Lyft Inc.

Ridership trends for the Easy Rider fixed route, Journey program, and BOOST program were significantly affected by State required COVID-19 social distancing practices.

Easy Rider Fixed Route System

Beginning March 21, 2020 the Fixed Route program reduced its operating hours to Monday through Friday 9 to 5 p.m. to adjust to COVID-19 social distancing requirements. Since the reduction of ridership in March 2020, ridership gradually increased beginning second quarter of 2021. Ridership prior to the decrease in March 2020 was at 9,628 trips for the month of February 2020. Currently, the monthly ridership is averaging at 6,291 trips for 2022. Additionally, the current monthly average of users is 481 users. See attachment #1.

Journey Program

Journey continues to operate Monday through Sunday with its hours operating from 8 to 4 p.m. Ridership decreased in March 2020, with a gradual increase beginning third quarter of 2020. Presently, the average number of completed rides has increased with a monthly average of 620 completed trips January through October 2022. See attachment #2.

BOOST Program

Beginning March 24, 2020 BOOST reduced its operating hours to Monday through Friday 7 to 9 a.m. only. All weeknight and weekend hours were suspended in response to the Governor's Stay at Home order and the closing of all Clubhouses and activities. Subsequently, BOOST trips decreased substantially in 2020 and into the first half of 2021 to a monthly average of 40 trips. Beginning in 2022, Boost ridership increased with an average of 404 trips per month for January through October 2022. See attachment #3.

In late March 2021, Boost' operating hours extended to Sundays for transportation to Church. In mid-June 2021 after the reopening of the Village Clubhouses, operating hours for BOOST extended to include evenings and weekends. Current Boost hours are:

- Monday through Friday 7 to 9 a.m. and 5 to 10 p.m.
- Saturday 8 a.m. to 10 p.m.
- Sunday 8 a.m. to 5 p.m.

Destination Shopping Program

Destination Shopping program has been suspended beginning March 2020 and continues to be suspended until further notice.

2021 Vehicles Capital Improvement Plan

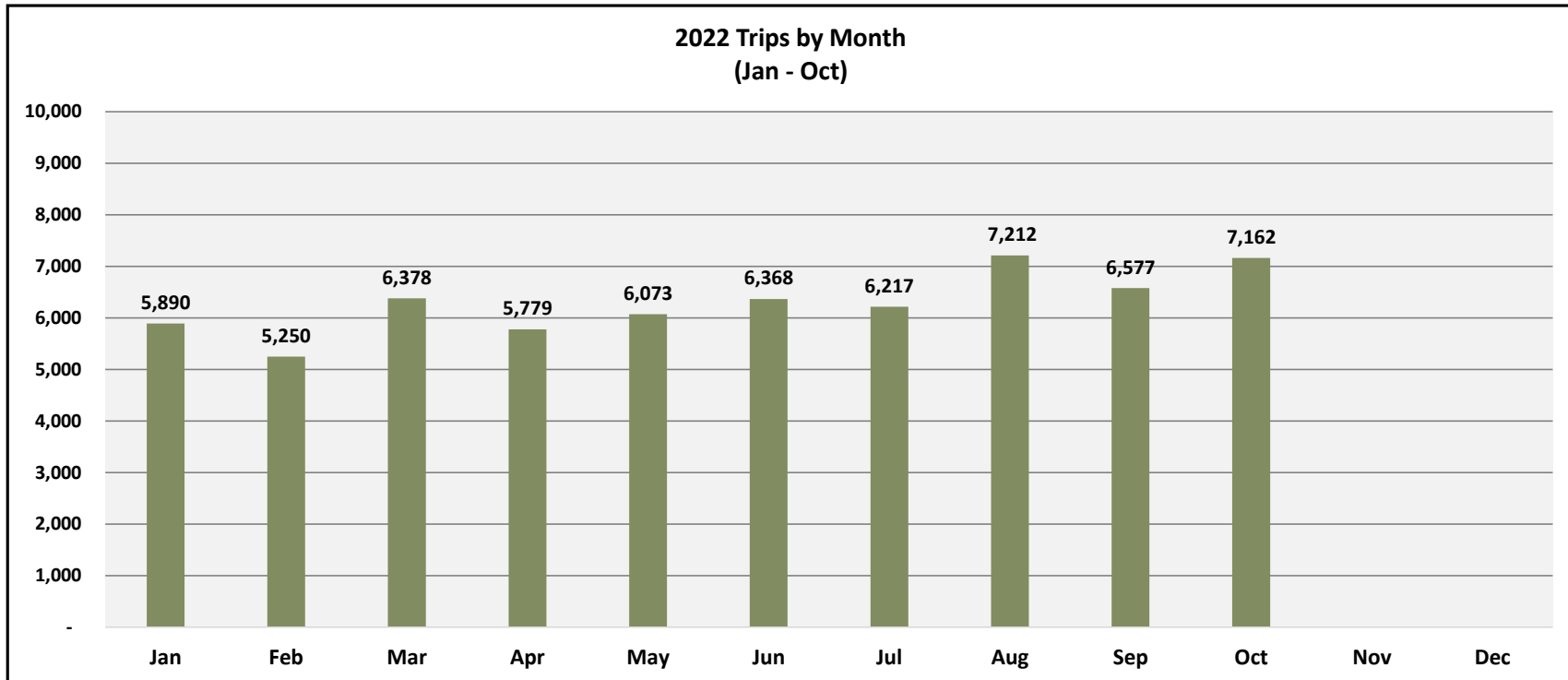
Staff reported a total of 27 vehicles out of 33 vehicles purchased have been received thus far. Supply chain issues and worldwide chip shortages have contributed to these delays. See attachment #5.

Prepared By: Robert Carroll, Director of General Services

ATTACHMENT(S)

ATT-1: Easy Rider Year to Date Ridership
ATT-2: Journey Year to Date Ridership
ATT-3: BOOST Year to Date Ridership
ATT-4: Laguna Woods Village Transportation Boundaries
ATT-5: 2021 Capital Vehicle List

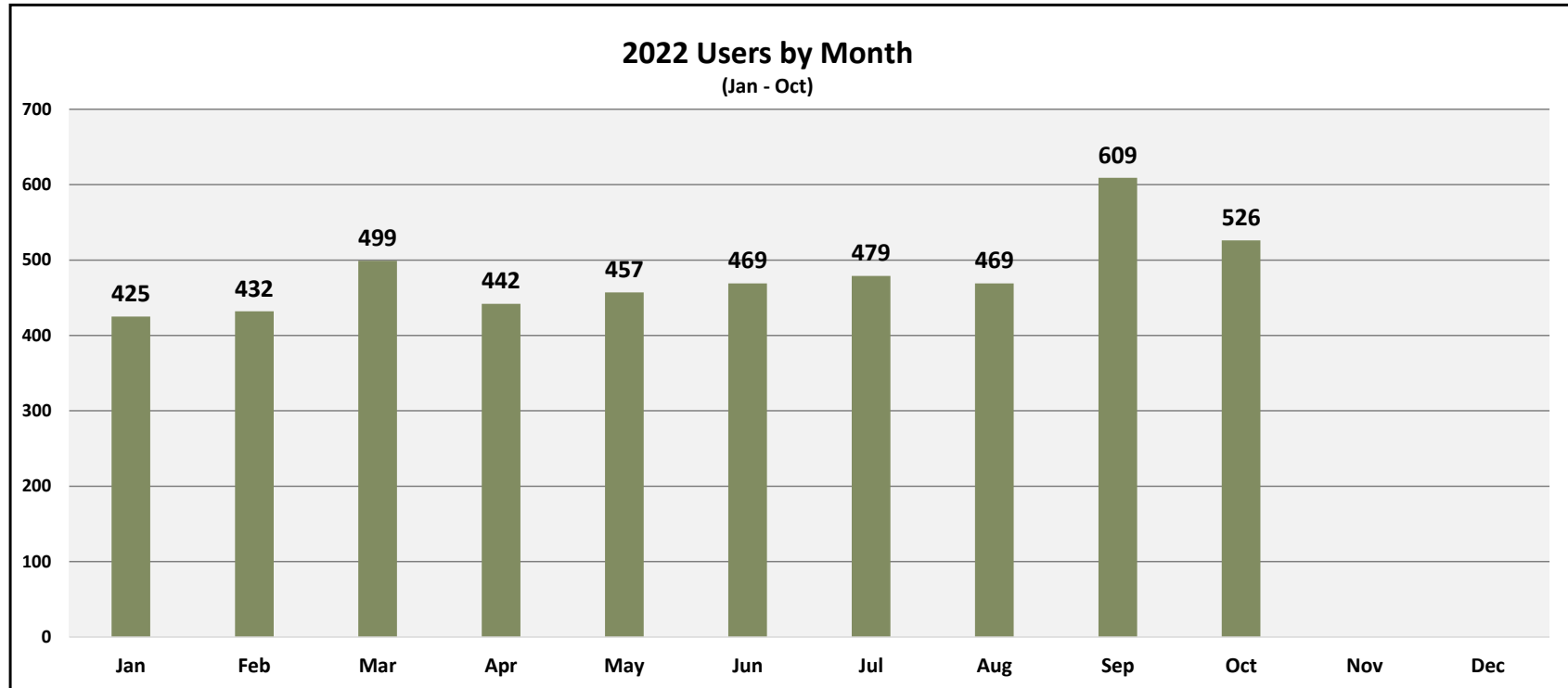
Fixed Route Ridership by Trips



**February 2020 ridership was 9,628 trips*



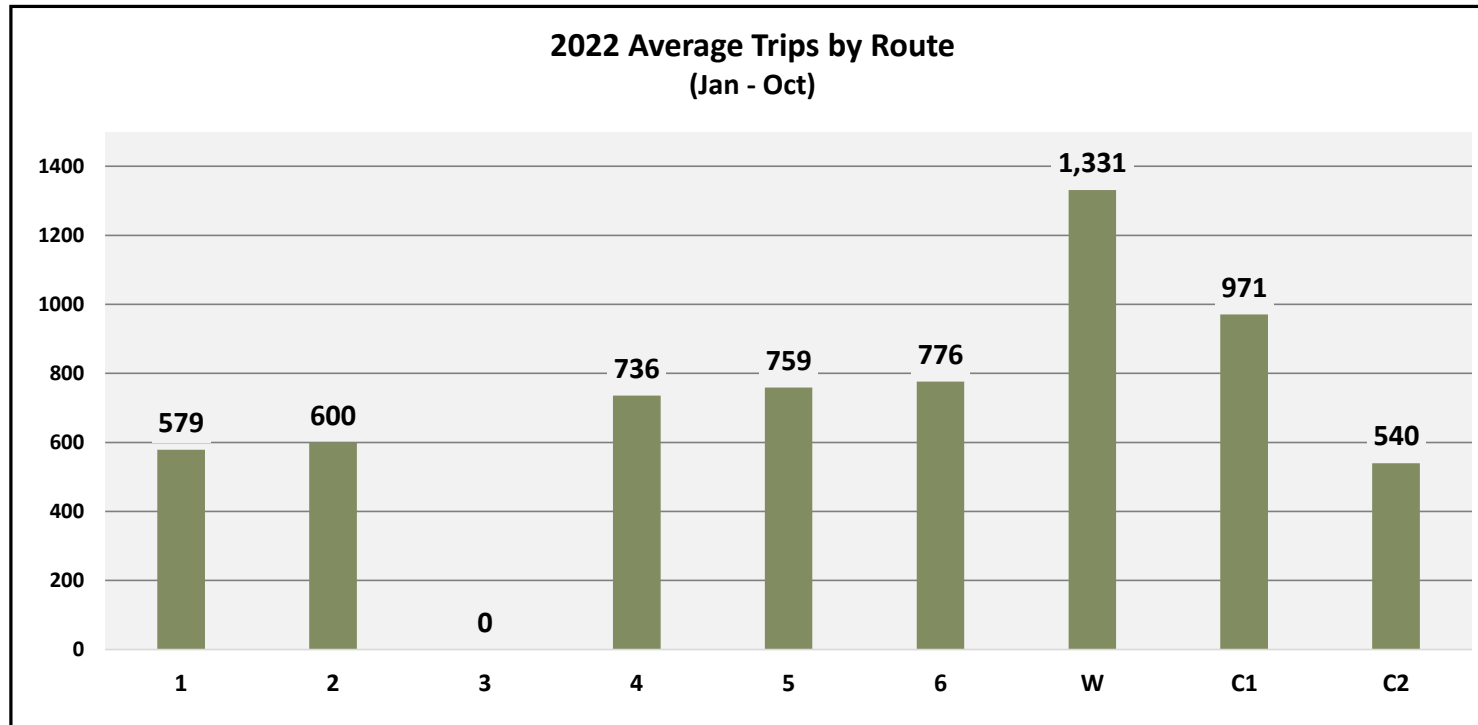
Fixed Route Ridership by User



**February 2020 ridership was 636 users*



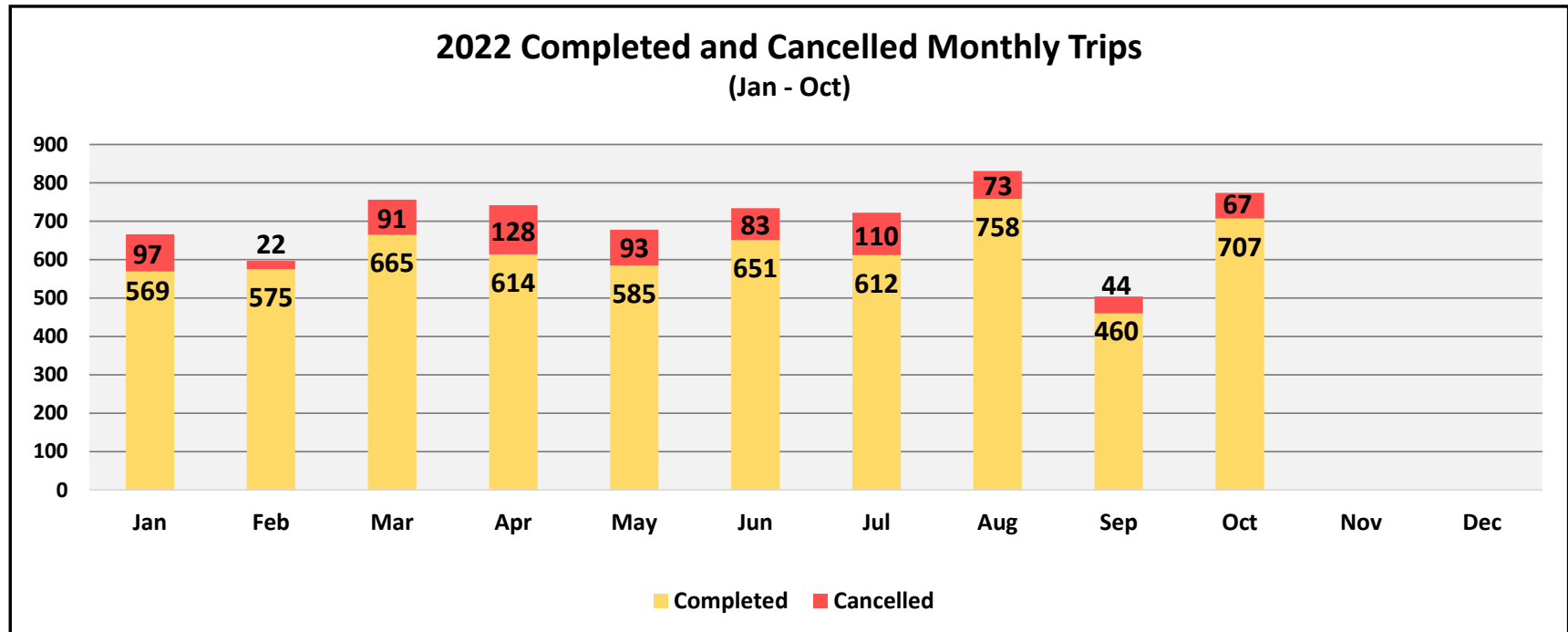
Fixed Route Ridership by Route



**Route 3 was temporarily suspended beginning mid July 2021*

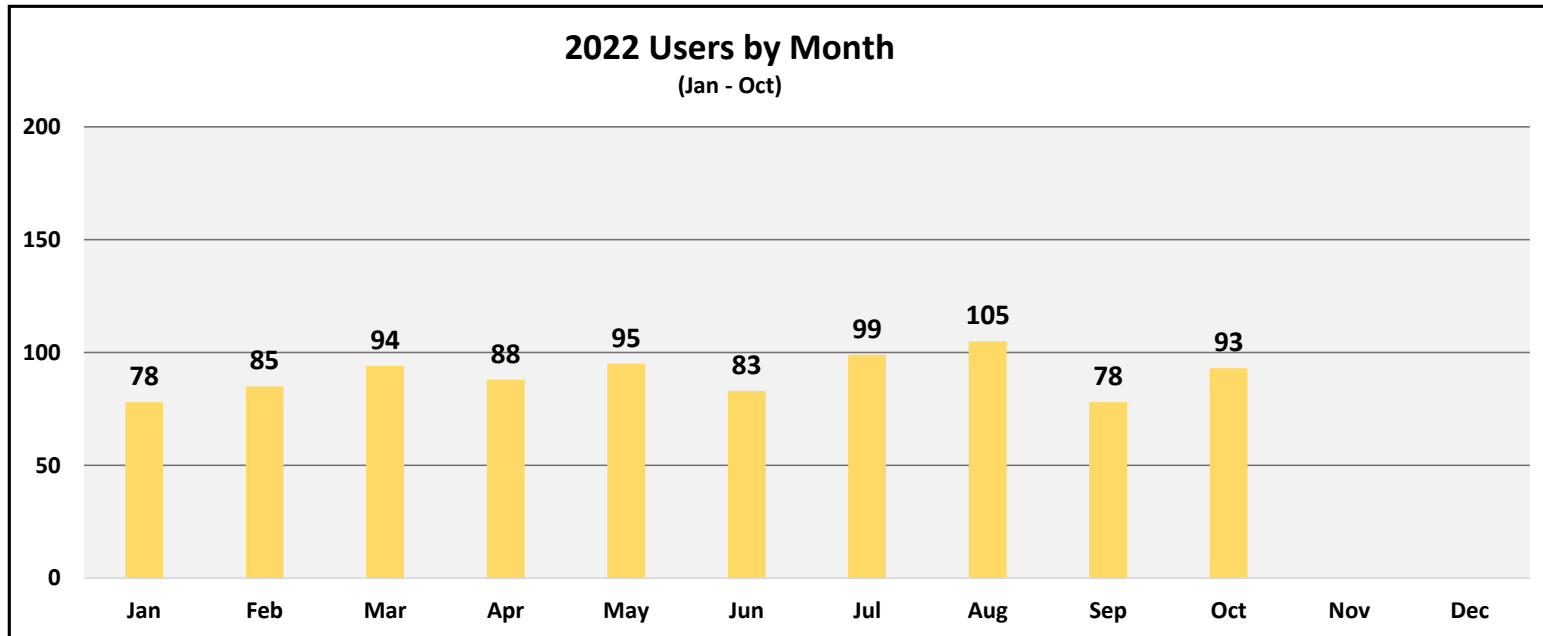


Journey Ridership by Trips



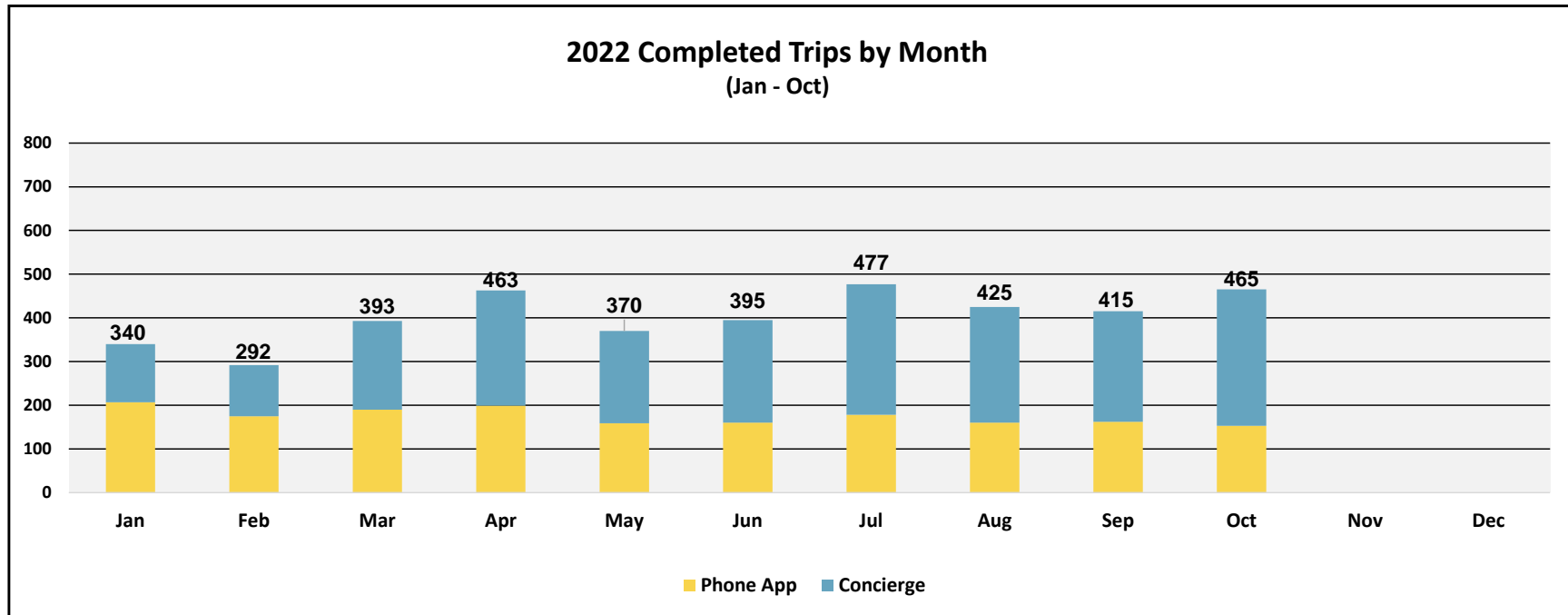
**February 2020 ridership was at 300 trips (New program initiated January 2020)*

Journey Ridership by User



**February 2020 ridership was at 124 users*

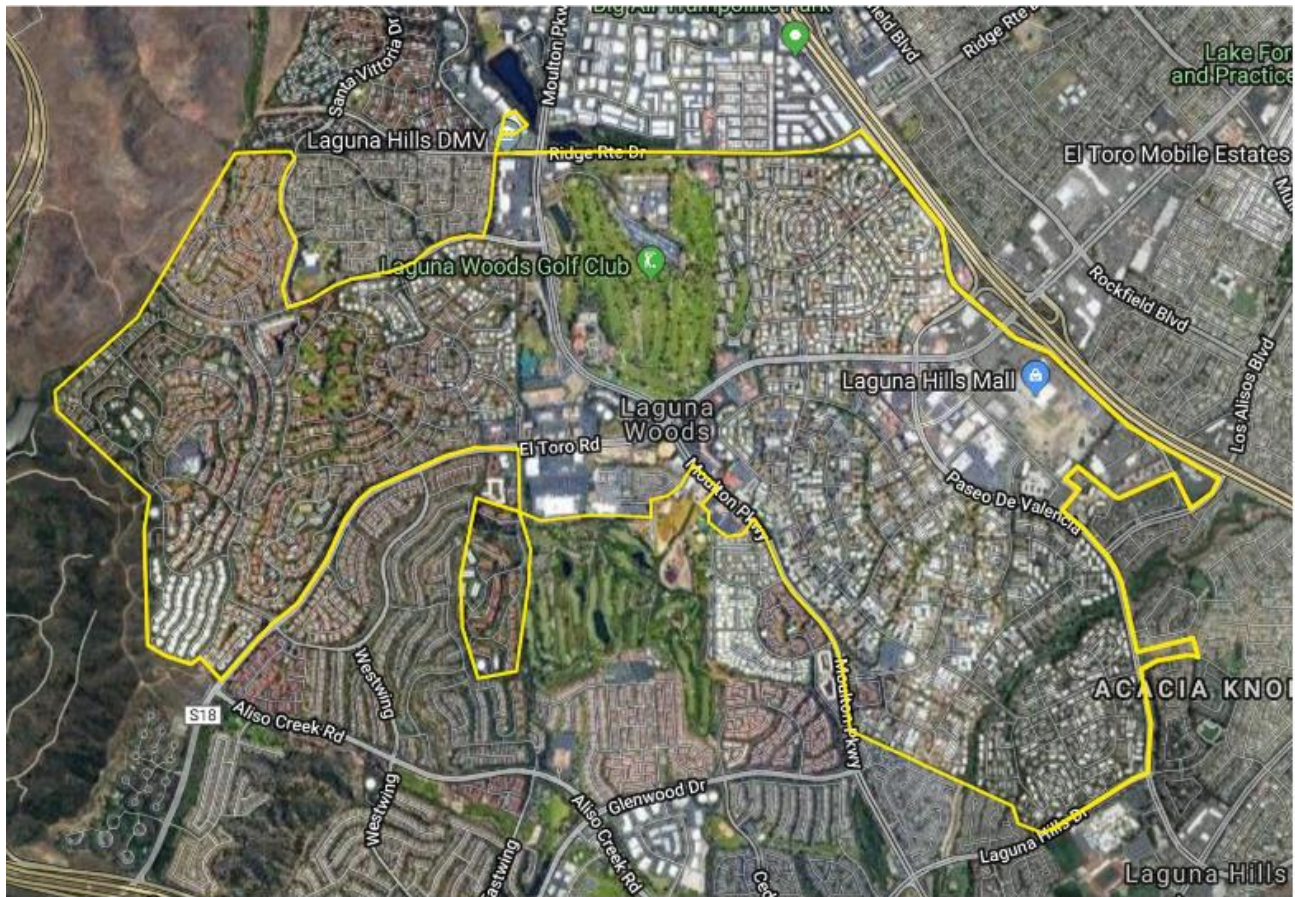


BOOST Ridership by Scheduling Method

****February 2020 ridership was 703 trips***



Laguna Woods Village Transportation Boundaries





2021 CAPITAL VEHICLE LIST

Vehicles Received

JP210340000	Security Vehicle (4)
JP210330000	Transportation Bus
JP210310000	Misc Vehicle Purchases (F350 Dump Truck; 1 of 3)
JP210370000	Standard Pickup Truck (5)
JP210360000	F-250 Crew Cab (3)
JP210380000	Utility Vehicles (8)
JP210390000	Equipment Trailer (3)
JP210320000	Work Van (2 of 4)

Vehicles Pending Delivery

JP210350000	F-250 Truck (2)
JP210310000	Misc Vehicle Purchases (F350 Dump Truck; 2 of 3)
JP210320000	Work Van (2 of 4)

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