



OPEN MEETING

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

**Wednesday, November 06, 2024, 1:30 PM
24351 El Toro Road, Laguna Woods, CA
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 August 7, 2024
5. Chair's Remarks
6. Member Comments (Items not on the Agenda)
7. Response to Member Comments
8. Director's Report
 - 2024 Ridership
 - 2025 Transportation Public Outreach Strategy

Items for Discussion:

9. Transportation Budget by Program - Presentation
10. 2025 Vehicle CIP Specifications

Items for Future Agendas:

To be determined

Concluding Business:

- Committee Member Comments
- Date of Next Meeting: Wednesday, February 5, 2025
- Adjournment

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

Steve Leonard, Chair
Robert Carroll, Staff Officer
Telephone: 949-597-4638

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

Wednesday, August 07, 2024 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Steve Leonard Chair, Cush Bhada, Alison Bok,
Nancy Carlson, SK Park, Juanita Skillman,
Sue Stephens, Moon Yun, Vashti Williams (Advisor)

OTHERS PRESENT:

STAFF PRESENT: Robert Carroll, Francisco Perez, Miguel Camarena,
Joana Rocha

1. Call to Order

Chair Steve Leonard called the meeting to order at 11:00 a.m.

2. Acknowledgment of Media

None present.

3. Approval of the Agenda

Hearing no objections, the agenda was approved by unanimous consent.

4. Approval of Meeting Report for May 15, 2024

The meeting report for May 15, 2024, was unanimously approved as written.

5. Chair's Remarks

Chair Steve Leonard introduced himself as the new Chair of the Mobility and Vehicles Committee. He thanked everyone for the opportunity and gave a short background on the many committees he has worked with.

6. Member Comments (Items Not on the Agenda)

- No member comments.

7. Response to Member Comments

- No response to member comments.

8. Director's Report

Mr. Carroll gave the committee an overview of the Laguna Woods Village transportation ridership for the Fixed-Route, Journey, and BOOST programs.

Mr. Carroll provided dates and locations for the upcoming Transportation pop-up booth.

- Director Bok asked about the definition of trips by route, the cost per user and per trip for the fixed route service, and whether the paratransit program is subsidized. Mr. Carroll explained and promised to address these topics in the following agenda item. Director Bok also inquired about potential subsidies for the paratransit program.
- Director Carlson said that the program being mentioned is an advantage program for people who get Medicare; it is delivered through insurance companies
- Director Skillman inquired about whether an individual had applied for transportation coverage. Do we need to keep track of the ridership to bill Medicare? Director Carlson mentioned that this is solely between the individual and the insurance. This is nothing the village has to do from an accounting standpoint. A brief discussion followed between the committee.

Items for Discussion

9. Transportation Budget by Program – Presentation

Mr. Carroll gave a presentation on the transportation budget by program. He reviewed the cost per program per manor per month and covered the benefits of our Transportation system. A discussion followed about other transportation possibilities.

Items for Future Agendas

None

Concluding Business:

Committee Member Comments - None

Date of Next Meeting – Wednesday, November 6, 2024, at 1:30 p.m. Adjournment -

The meeting was adjourned at 2:58 pm

Steven Leonard

Steven Leonard (Oct 10, 2024 07:32 PDT)

Steve Leonard, Chair

Steve Leonard, Chair
Robert Carroll, Staff Officer
Telephone: 949-597-4242

STAFF REPORT

DATE: November 06, 2024
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 fleet. The reports are varied at each meeting and are submitted to the Committee to provide a broad spectrum of information on a variety of topics.

DISCUSSION

The Village 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 passenger shuttle buses are used for this program.

The 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.

The **BOOST** on-demand rideshare program is provided via 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)

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, subsequently causing a reduction in ridership. Ridership prior to the decrease in March 2020 was at 9,628 trips for the month of February 2020. Ridership sharply decreased as a result of the pandemic, and 2021 concluded the year with 5,302 average monthly riders. For 2022, the monthly ridership averaged 6,333 trips. The average monthly ridership in 2023 was 6,705 trips. Currently, the average monthly ridership between January to September 2024 is 6,787 trips. See attachment #1.

Journey (Paratransit)

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 the third quarter of 2020. For 2021, the monthly average of completed rides was 512 trips. In 2022, the average number of completed rides increased, with a monthly average of 605 completed. The average monthly number of completed trips in 2023 was 530 trips. Currently, the average number of completed monthly trips between January to September 2024 is 546. See attachment #2.

BOOST Program (Lyft Rideshare)

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. Trips gradually increased in the second quarter of 2021, totaling a monthly average of 149 trips from January through December. The total monthly average for 2022 was 417 trips. The average monthly number of completed trips in 2023 was 524. Currently, the average monthly number of completed trips between January to September 2024 is 718. See attachment #3.

In late March 2021, Boost's operating hours extended to Sundays for transportation to Church. In mid-June 2021, after the Village Clubhouses reopening, BOOST's operating hours 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.

Upcoming Transportation Pop-Up Booth Locations

| Date | Location |
|------------|-------------------------|
| 01/15/2025 | Administration Building |
| 02/19/2025 | Clubhouse 1 |
| 04/16/2025 | Clubhouse 1 |

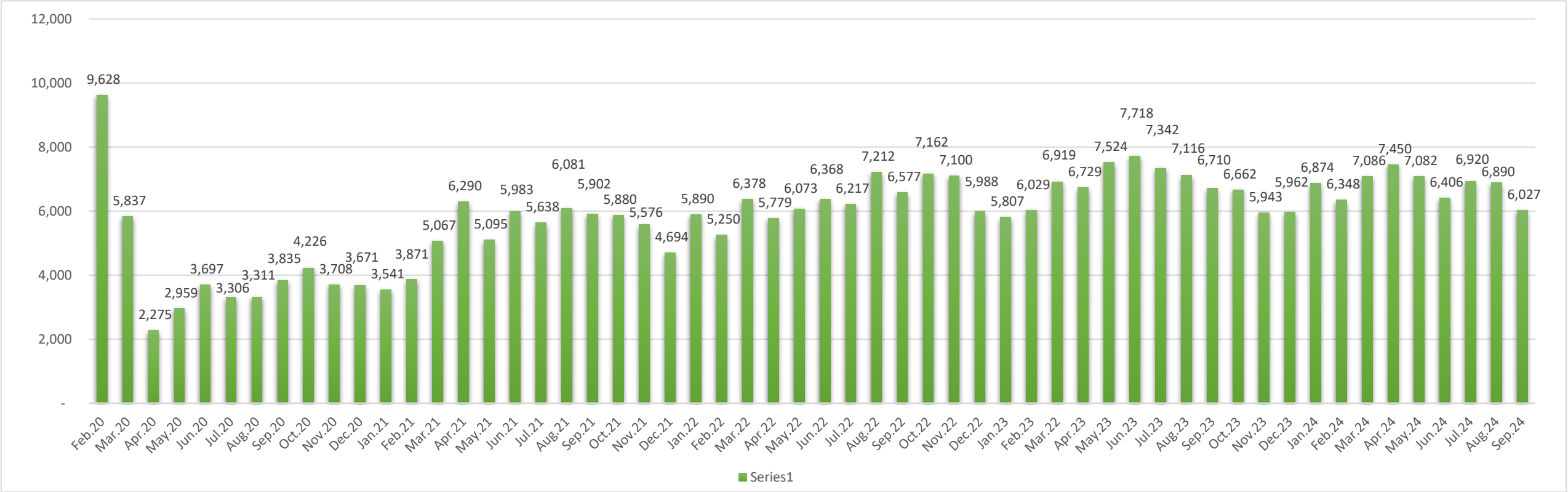
Prepared By: Robert Carroll, Director of General Services

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

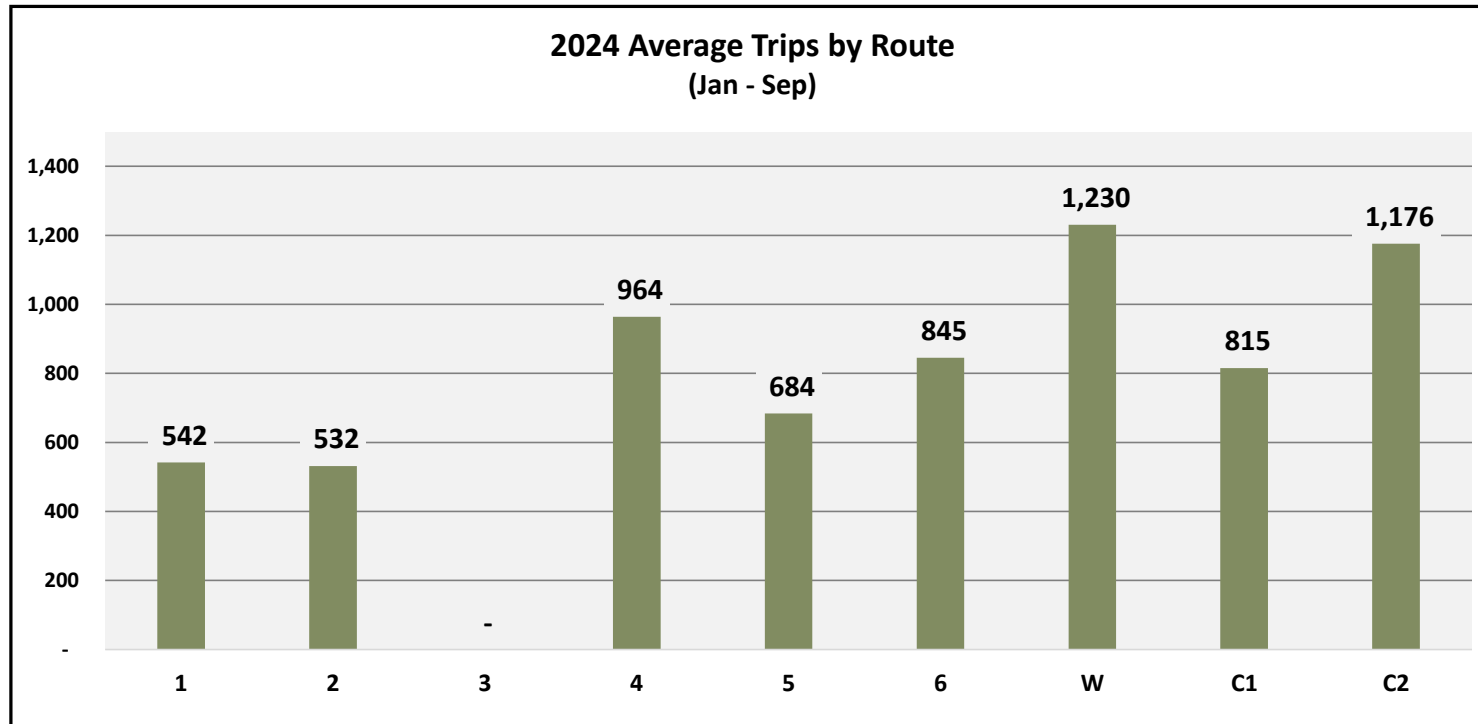
Easy Rider (Fixed Route)

General Services Department
Transportation Division
Easy Rider Program Ridership
February 2020 Through September 2024



Fixed Route Ridership by Route

Easy Rider (Fixed Route)

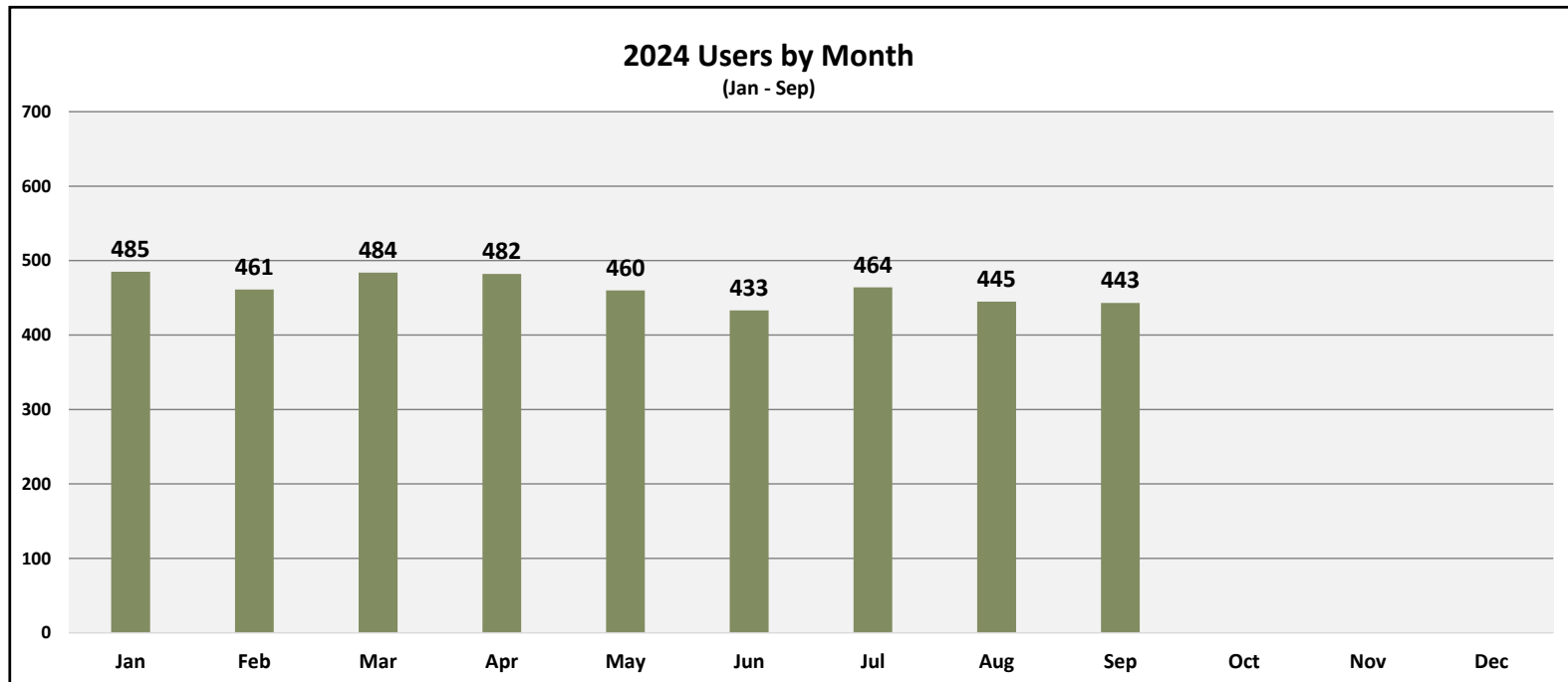


**Route 3 was temporarily suspended beginning mid July 2021*



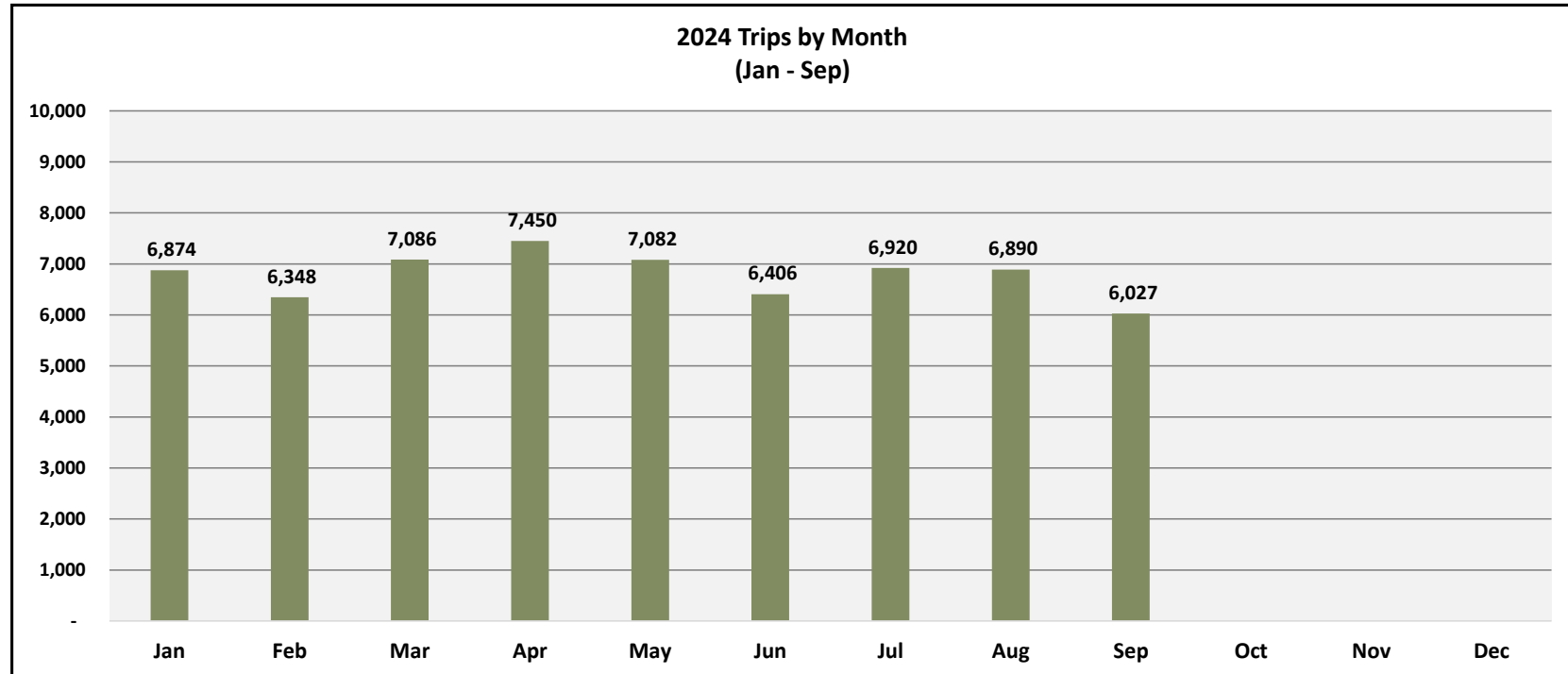
Fixed Route Ridership by User

Easy Rider (Fixed Route)

**February 2020 ridership was 636 users*

Fixed Route Ridership by Trips

Easy Rider (Fixed Route)

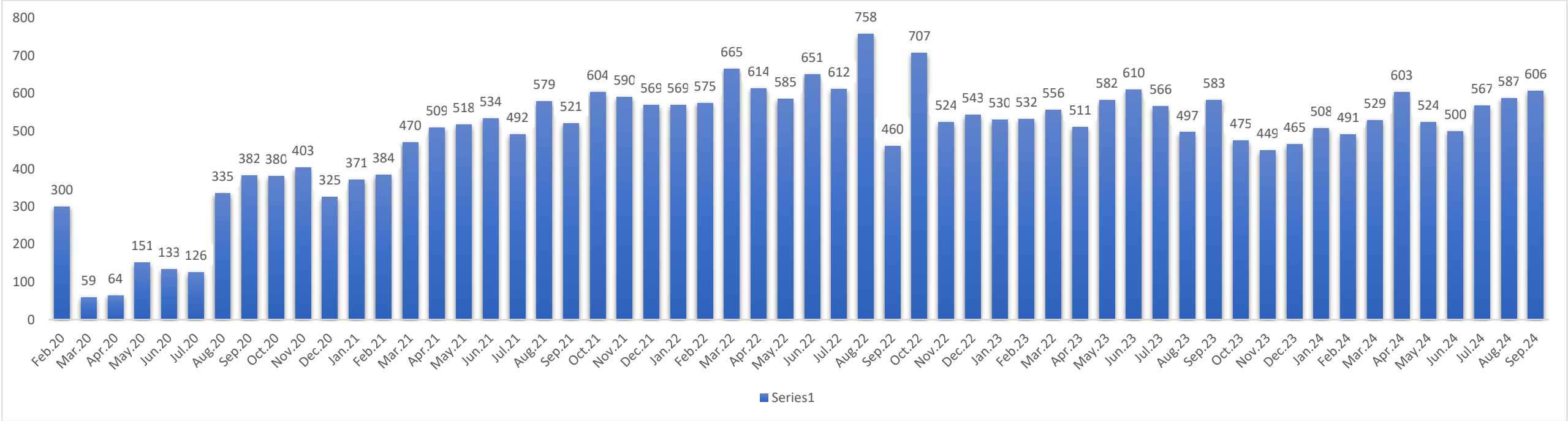


**February 2020 ridership was 9,628 trips*



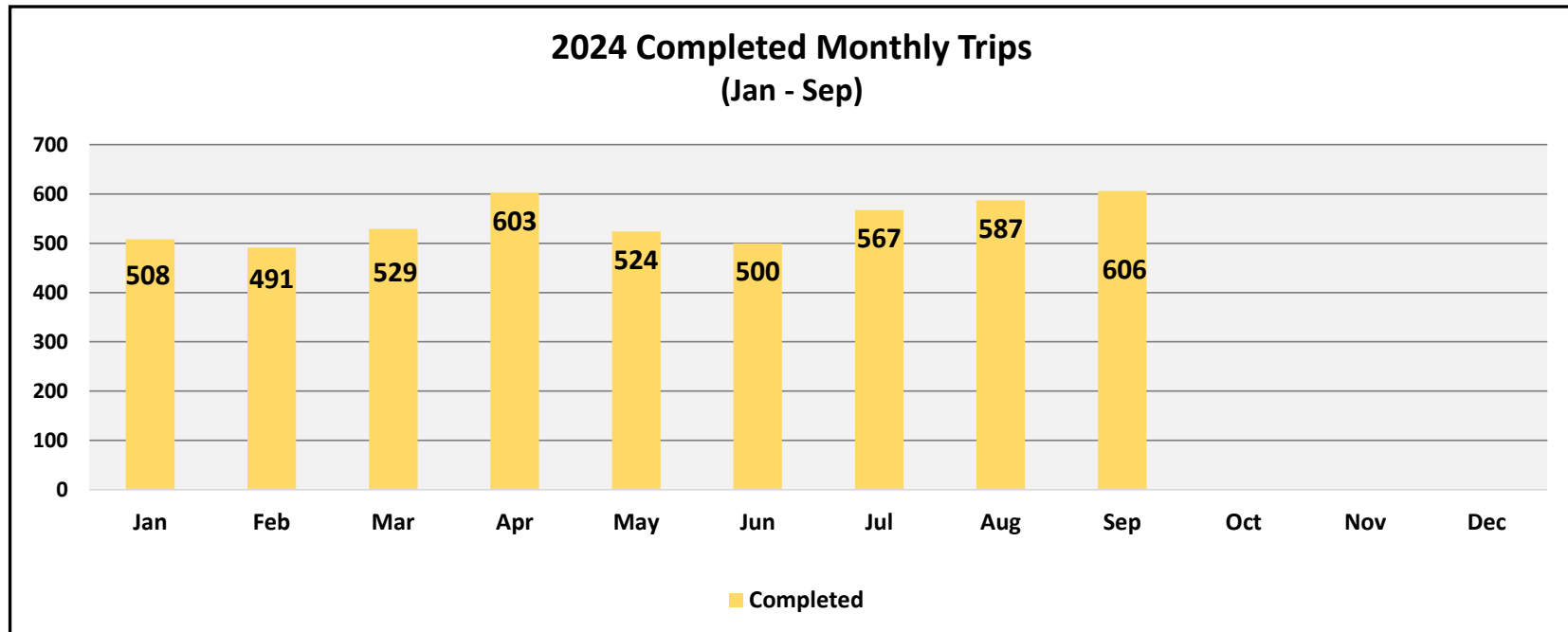
Journey (Paratransit)

General Services Department
Transportation Division
Journey Program Ridership
February 2020 Through September 2024



Journey Ridership by Trips

Journey (Paratransit)

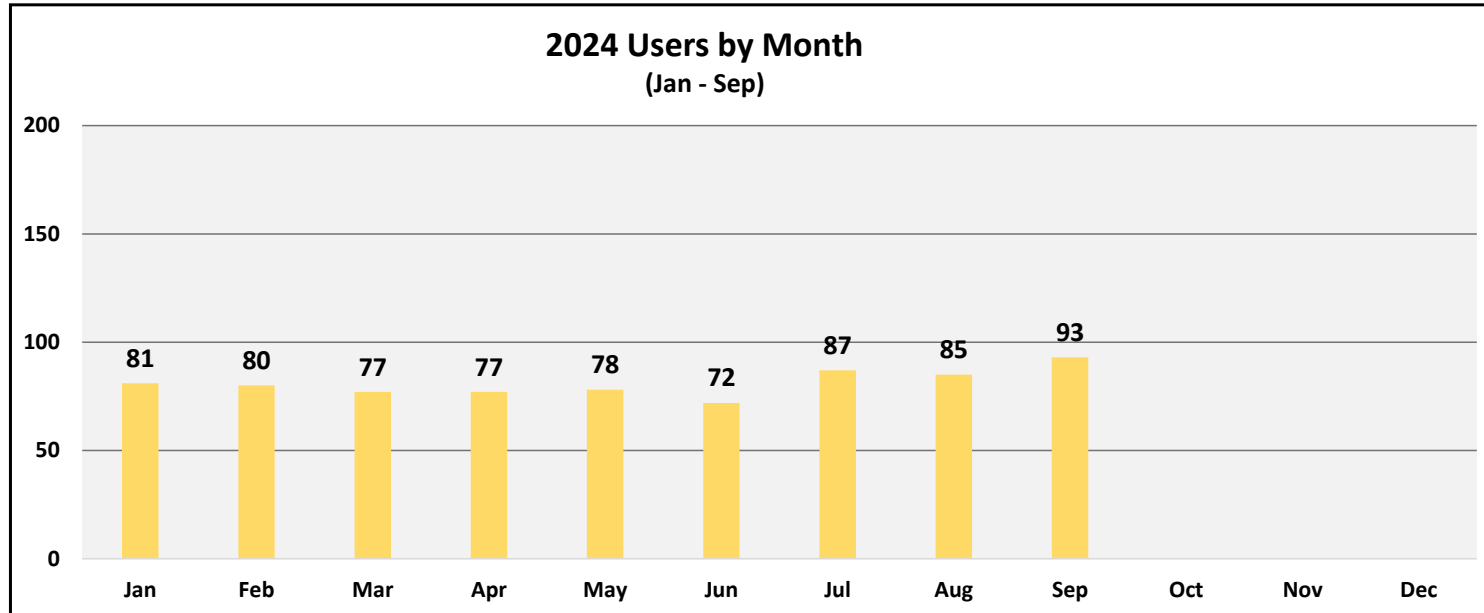


**February 2020 ridership was at 300 trips (New program initiated January 2020)*



Journey Ridership by User

Journey (Paratransit)

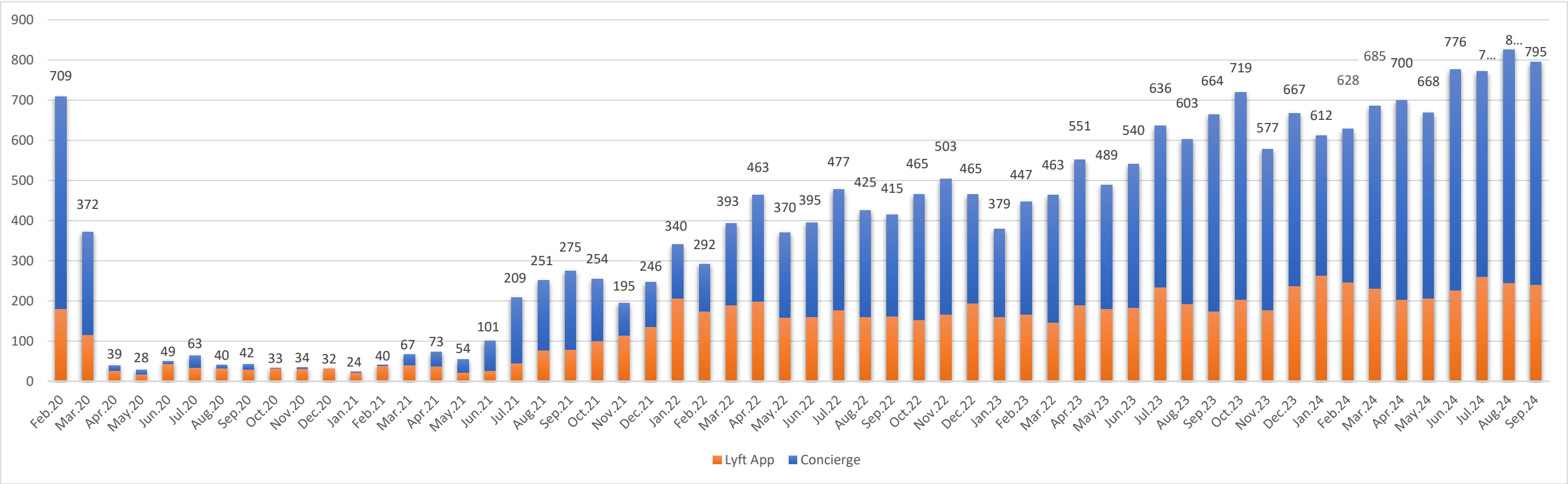


**February 2020 ridership was at 124 users*



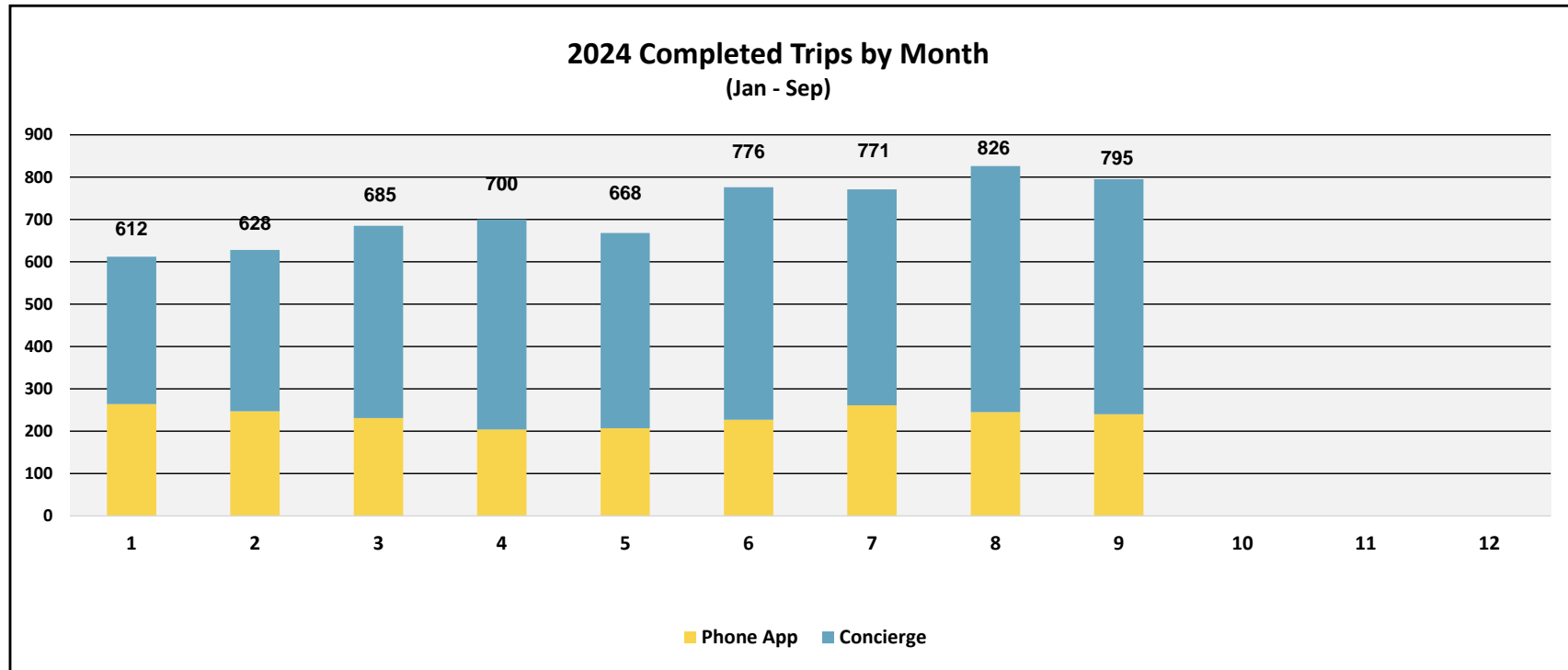
BOOST Program (Lyft Rideshare)

General Services Department
Transportation Division
Boost Program Ridership
February 2020 Through September 2024



BOOST Ridership by Scheduling Method

BOOST Program (Lyft Rideshare)



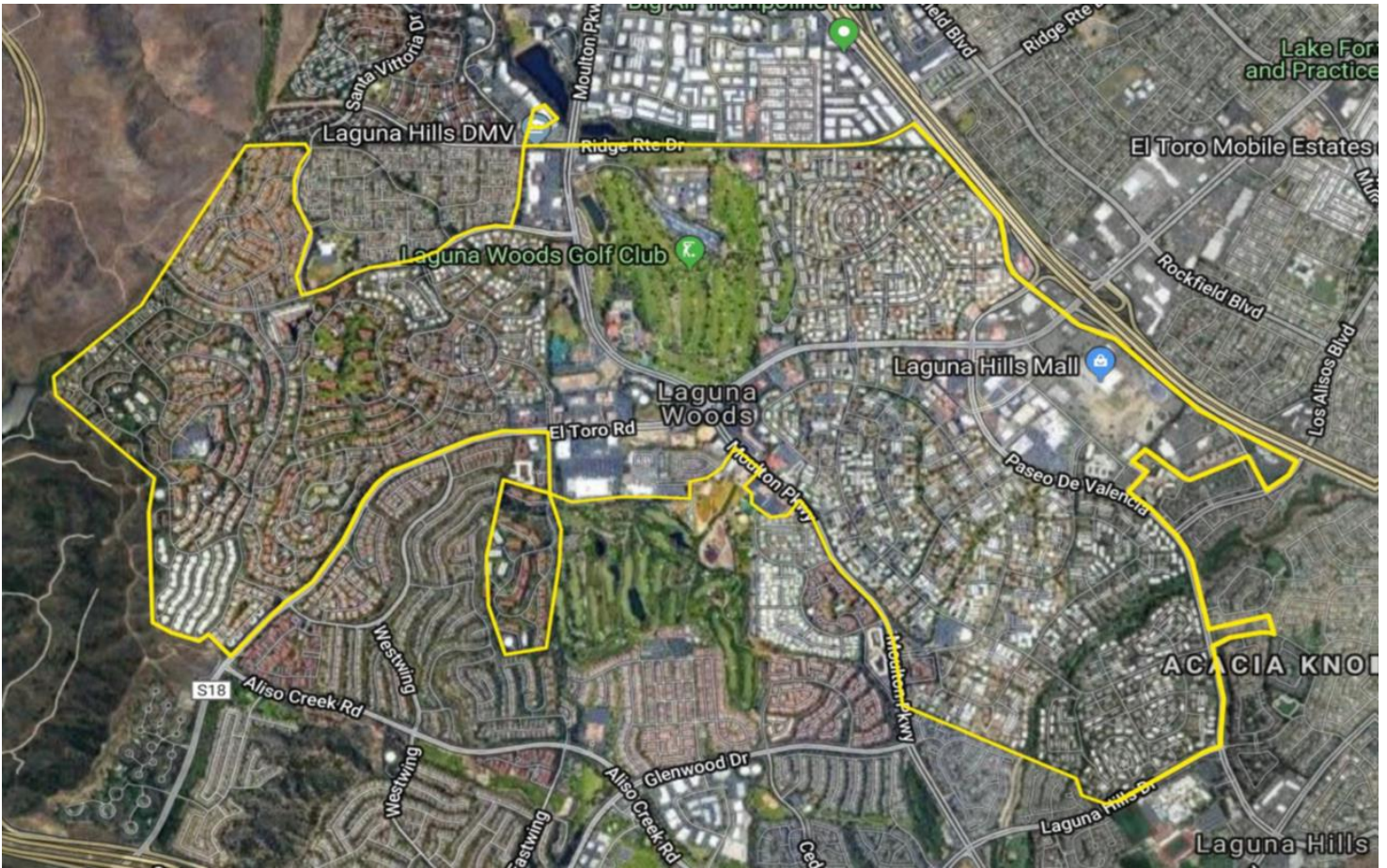
**February 2020 ridership was 703 trips*



General Services Department
2025 Transportation Public Outreach Strategy

| 2025 | Topics | Platforms | Comments |
|---------------------------------|--|--|--|
| Wednesday, January 15th. 2025 | *Informational Transportation Booth (Easy Rider; Journey; Boost). *Distribute RFID tokens to new residents or replace non-functional ones. *Community Center | *Website *Notice (Flyer). *Eblast (On January, Friday 10th. 2025) *Facebook *Public Outreach Booth | Coordinate with Ellyce to ensure that the notice is included on all media platforms. |
| Wednesday, February 19th. 2025 | (1) Bus Information Booth notice for Wednesday, February 19th. 2025. *Distribute RFID tokens to new residents or replace non-functional ones. 10 a.m. to 12 p.m. session. *Clubhouse 1 | *Website *Notice (Flyer). *Eblast (On February, Friday 14th. 2025) *Facebook *Public Outreach Booth | Coordinate with Ellyce to ensure that the notice is included on all media platforms. |
| Wednesday, April 16th. 2025 | (1) Bus Information Booth notice for Wednesday, April 16th. 2025. *Distribute RFID tokens to new residents or replace non-functional ones. 10 a.m. to 12 p.m. session. *Clubhouse 1 | *Website *Notice (Flyer). *Eblast (On April, Friday 11th. 2025) *Facebook *Public Outreach Booth | Coordinate with Ellyce to ensure that the notice is included on all media platforms. |
| Wednesday, June 18th. 2025 | (1) Bus Information Booth notice for Wednesday, June 18th. 2025. *Distribute RFID tokens to new residents or replace non-functional ones. 10 a.m. to 12 p.m. session. *(Towers Lobby or Meeting Style) TBD | *Website *Notice (Flyer). *Eblast (On June, Friday 13th. 2025) *Facebook *Public Outreach Booth | Coordinate with Ellyce to ensure the notice is included on all media platforms. Coordinate with Towers personal. |
| Wednesday, August 13th. 2025 | *Informational Transportation Booth (Easy Rider; Journey; Boost). *Distribute RFID tokens to new residents or replace non-functional ones. *Community Center | *Website *Notice (Flyer). *Eblast (On August, Friday 8th. 2025) *Facebook *Public Outreach Booth | Coordinate with Ellyce to ensure that the notice is included on all media platforms. |
| Wednesday, September 17th. 2025 | *Informational Transportation Booth (Easy Rider; Journey; Boost). *Distribute RFID tokens to new residents or replace non-functional ones. *Florence Sylvester Senior Center (TBD) | *Website *Notice (Flyer). *Eblast (sent out , Friday September 12th. 2025) *Facebook *Public Outreach Booth | Coordinate with Ellyce to ensure that the notice is included on all media platforms. |
| Wednesday, November 12th. 2025 | (1) Bus Information Booth notice for Wednesday, November 12th. 2025. *Distribute RFID tokens to new residents or replace non-functional ones. 10 a.m. to 12 p.m. session. *Clubhouse 1 | *Website *Notice (Flyer). *Eblast (sent out Friday, November 7th. 2025) *Facebook *Public Outreach Booth | Coordinate with Ellyce to ensure that the notice is included on all media platforms. |

Laguna Woods Village Transportation Boundaries



Mobility and Vehicles Committee

November 6, 2024

Transportation Budget by Program

| LAGUNA WOODS VILLAGE - TRANSPORTATION OPERATION | | | | | | |
|---|-----------------------|----------------------|--|-------------|-----------|-----------|
| 2024 Utilization Cost Analysis | | | | | | |
| | | Total Transportation | | Fixed Route | Journey | Boost |
| 1 | TOTAL OPERATIONS | \$1,746,623 | | \$1,272,133 | \$348,504 | \$125,986 |
| 2 | Per Manor Per Month | \$11.43 | | \$8.32 | \$2.28 | \$0.82 |
| | | | | | | |
| | | | | | | |
| 3 | 2023 Trips | 93,582 | | 80,461 | 6,356 | 6,765 |
| 4 | Cost Per Trip | \$18.66 | | \$15.81 | \$54.83 | \$18.62 |
| | | | | | | |
| | | | | | | |
| 5 | 2023 Users | 1,958 | | 1,256 | 265 | 437 |
| 6 | Monthly Cost Per User | \$74.34 | | \$84.40 | \$109.59 | \$24.02 |

STAFF REPORT

DATE: November 6, 2024
FOR: Mobility and Vehicles Committee
SUBJECT: 2025 Vehicle Purchase Specifications

RECOMMENDATION

Approve the 2025 Vehicle CIP specifications included in Attachment 1, Vehicle Specifications Spreadsheet.

BACKGROUND

The General Services Department is responsible for the maintenance and replacement of approximately 260 Golden Rain Foundation (GRF) vehicles and 160 special equipment units. On September 3, 2024, the GRF Board approved an overall 2025 Vehicle Replacement budget of \$1,575,000, inclusive of \$1,363,000 to replace GRF vehicles and \$212,000 for the purchase of a new Landscape Aerial Lift Truck. The GRF Mobility and Vehicles Committee Charter states that the Mobility and Vehicles Committee shall review the specifications recommended by the Managing Agent for the procurement of GRF vehicles. Each year, the General Services Department presents the proposed vehicle specifications to the Mobility & Vehicles Committee for review and approval.

During the development of the annual Vehicle CIP, Fleet Maintenance staff seeks input from departments regarding the vehicle specifications that are required to ensure that work can be performed safely, efficiently, and economically. In addition, the General Services Department completed a Fleet Right-Sizing Assessment that is projected to save approximately \$620,000 over a four-year period. During the Fleet Right-Sizing Assessment, General Services staff met with department heads and managers from each work center to make sure the number and type of vehicles being used are appropriate for the work center's needs. The Department will be conducting another Fleet Right-Sizing Assessment in 2025.

DISCUSSION

The attached 2025 Vehicle Specifications Spreadsheet (Attachment 1) includes the number of vehicles and related funding approved by the GRF board for the 2025 fiscal year. In addition, the spreadsheet includes the specifications recommended for each vehicle class. These specifications were obtained from manufacturer's websites for the recommended vehicle make, model, and vehicle trim level. The vehicles purchased will be significantly similar to what is approved, however, the exact specifications may differ if the manufacturer's offerings vary at the time of purchase.

FINANCIAL ANALYSIS

The 2025 Capital Plan includes \$1,575,000 from the Equipment Fund for the vehicles included in Attachment 1, therefore there is no additional fiscal impact associated with this item.

Prepared By: Robert Carroll, Director of General Services
Reviewed By: Steve Hormuth, Director of Financial Services

ATTACHMENT(S)

ATT-1: 2025 Vehicle Specifications Spreadsheet

| GRF Approved Vehicles | Approved Funding | Comments | Vehicle Status/Repairs | Average Mileage or (Hours) | Average Age | Specifications | Work Centers |
|---------------------------------|------------------|--|---|----------------------------|--|---|---|
| Equipment Trailer (4) | 60,675 | (1) Replace with Big Tex 70TV-14 | Floors rusting out; body rust; existing units do not dump; suspension components, hubs fail and parts are hard to find. | N/A | 14 y/o | Big Tex 70TV-14 or similar Tandem Axle Vanguard Trailer. 14' length, bed width 83", 29-3/8" tall sides and 24" V-crimped steel panels, Forward Self Adjusting Brakes on Front Axle and Flanges on the Rear Axle, 2,000# Top Wind, Set-Back, Sand Foot Jack, gross vehicle weight rating (GVWR) 7,000 lb., empty weight 3,555 lb. | 540 Irrigation (1) |
| | | Included Above | | | Big Tex 14LD or similar general duty low profile dump trailer, 14' length, bed width 83", 20" tall sides, two 7,000 lb. axles with easy lube hubs and electric brakes, 1/8" smooth steel floor, power hydraulic pump for trailer lift, gross vehicle weight rating (GVWR) 14,000 lb., empty weight 3,555 lb. | 520 GRF Grounds Maintenance (1); 530 Grounds Maintenance (2) | |
| | | Included Above | | | | | |
| Full-Size Trucks (3) | 161,244 | (1 truck) Downgrade to F-150 | Parts are increasingly difficult to find. Parking brake assemblies, door handles hard to find. | 72,968 | 24 y/o | Ford F-150® XL or similar: Oxford White, 5.0L V8 with Auto Start-Stop Technology, 4X2, Electronic Ten-Speed Automatic Transmission, 3.73 Electronic Locking Axle Ratio, 17" Silver Steel Wheels, Bedliner – Plastic Drop-in, Interior Medium Dark Slate Cloth – 40/20/40. | 936 Streets and Sidewalks (1) |
| | | (2 trucks) Replace with F-250 | | Included Above | Included Above | Ford Super Duty® F-250® XL or similar: Oxford White, 6.8L 2V DEVCT NA PFI V8 Gas Engine, 4X2, TorqShift®-G Ten-Speed Automatic w/SelectShift® Automatic Transmission, 3.73 Non-Limited Slip Axle Ratio, 17" Argent Painted Steel Wheels with Painted Hub Covers/Center Ornaments, Fixed 10,000 lb. GVWR Package, Drop-in Bedliner | 510 Improvement/Resoration (1) ; 580 Golf Maintenance - 27 Hole (1) |
| Work Vans (4) | 253,791 | (4 Vans)Replace with Ford Transit® Cargo Vans | Floors rusted as a result of wet equipment; difficulty finding rear and side door cables, other parts; transmission problems common for these older vans | 62,254 | 24 y/o | Ford Transit Cargo Van or similar: Oxford white, 3.5L PFDi V6 Engine, rear-wheel drive, 10-Speed Automatic Overdrive Transmission with SelectShiftn, power windows, power steering, power brakes, air conditioning, 16" Silver Steel Wheel with Black Hubcap, vinyl floor coverings (front); ladder racks, shelves | 914 Plumbing (4) |
| Small Pickup Truck (7) | 311,459 | (7) Frontier King Cab S | Difficulty finding parts - rear differentials, interior door handles, parking brake assemblies, PCM/ECMs, air bags; body rust | 62,034 | 22/ y/o | Nissan Frontier King Cab S or similar: Glacier White, 310-hp 3.8-liter V6 engine, Braking with Pedestrian Detection, Charcoal Cloth Interior, ladder racks, shells | 912 Carpentry (6); 530 Grounds Maintenance (1) |
| Utility Vehicles (3) | 52,535 | (3) Kawasaki Mule 4010 4x4's | Vehicles have exceeded their life cycle, Parts are expensive; drive/driven, engine heads, wheel bearings, transmissions, bed lifts | 3,231 Hours | 10 y/o | Kawasaki Mule MULE™ 4010 4x4 or similar: 2-seats, 4-stroke, 2-cylinder, OHV, 90° V-twin, Liquid-cooled, Fuel System : DFI® with 34mm Mikuni throttle body, Selectable 2WD/4WD, shaft. Dual mode rear differential with differential lock, Continuously Variable Transmission (CVT) with (H,L,N,R), bed lift kit, plastic roof, 10.6 in ground clearance, towing capacity 1,200 lbs., (2) halogen headlights, 2" trailer hitch | 580 Golf Maintenance - 27 Hole (2) ; 530 Grounds Maintenance (1) |
| Front Loader (1) | 320,750 | (1) CAT 926 14A Wheel Loader with high lift and light materials bucket | Unit is well past it's useful life of 7-10 year/10,000 hours. Recently spent \$15,000 to repair front engine coolant leak. Also recently replaced radiator, and made repairs to controls. Transmission is slipping. Recently spent \$4,000 on resealing front cylinders and hydraulic line repairs. | 17,601 Hours | 18 y/o | CAT 926 or similar Small Wheel Loader, Rated Gross Power - SAE J 1995 170 hp, Operating weight: 27972 lb, Linkage, high lift, Light Material Buckets - Performance Series, Bucket Capacities: 3.5 M3 (4.6 YD3), bolt-on cutting edget | 511 Nursery/Composting (1) |
| Misc. Vehicle Purchases | 200,000 | TBD | N/A | N/A | N/A | TBD | TBD |
| Total | 1,360,454 | | | | | | |
| | | | | | | | |
| Landscape CIP | | | | | | | |
| Add: Articulating Boom Lift (1) | 212,000 | (1) Altec LR8-60E70 | ADD | N/A | N/A | Altec model LR8-60E70 articulating overcenter aerial device or similar: Ford F750, 4x2 drive train, 138 Inch CA, 33,000 lb GVWR, 12,000 Lb front GAWR, 21,000 lb RAWR, Ford 7.3L V8 Gas, Ford Torqshift 6-speed (6R140) automatic transmission | 570 Tree Maintenance (1) |