

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council

**FROM:** Dave Klotzle, City Engineer/Public Works Director  
Prepared by: Shaun Kroes, Senior Management Analyst



**DATE:** October 18, 2012 (CC Meeting of 11/07/12)

**SUBJECT:** Consider Reducing Service Hours of Moorpark City Transit Fixed Route and Dial-A-Ride Services on Christmas Eve and New Year's Eve

**BACKGROUND**

The City of Moorpark entered into Agreements with the City of Thousand Oaks for the following transit services effective July 30, 2012:

- fixed route operating service
- fixed route preventive maintenance service
- senior and disabled Dial-A-Ride (DAR) service

Moorpark City Transit's service hours for both fixed route and DAR services are scheduled 6:00 am through 6:00 pm Monday through Friday. Service has traditionally been provided on all weekdays except for the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

**DISCUSSION**

The City of Thousand Oaks has requested that the City of Moorpark consider reducing its service hours from 6:00 am to 6:00 pm, to 6:00 am to 4:00 pm on Christmas Eve and New Year's Eve. This year, the days are Monday, December 24, and Monday, December 31. The reduction in hours is to provide transit drivers with additional time to spend the holiday evenings with family and friends. Reducing the hours from 6:00 pm to 4:00 pm would also enable other Thousand Oaks contract employees at the DAR dispatch center to leave at 4:00 pm, rather than continue to work until 6:00 pm. Thousand Oaks Transit has had the 4:00 pm reduced service for the past few years.

Route 1, which operates 7:00 am to 6:04 pm would end service at 4:04 pm, a reduction of 2 hours. Route 2, which operates from 6:10 am to approximately 5:00 pm would end service at 3:30 pm, a reduction of 1.5 hours.

The last time Moorpark City Transit operated on Christmas Eve and New Year's Eve was 2010. In 2011, these days fell on Saturdays, non-transit service days. On both days in 2010, Moorpark City Transit fixed route service provided service to four or fewer passengers after 3:30 pm per day. Moorpark City Transit DAR service had no passengers after 4:00 pm on both days.

### **FISCAL IMPACT**

The City pays \$43.18 per hour for fixed route operating service. The reduction of seven hours over the two days would save the City \$302.26 in Traffic System Management Fund (2001). The City would save an additional \$176.26 for preventive maintenance which costs \$25.18 per hour that the City operates fixed route service. The savings would be made up of \$141.00 in Federal Transit Administration and \$35.26 in Transportation Development Act Fund (5000). The City pays \$25.08 per trip for DAR service. Since no passengers are expected after 3:30 pm on either day, staff does not expect any savings from the reduced DAR service.

### **STAFF RECOMMENDATION**

Approve reducing Moorpark City Transit's service hours from 6:00 am to 6:00 pm to 6:00 am to 4:00 pm on Christmas Eve and New Year's Eve on an annual basis.