

## 2022 Proposed Transit & Bus Committee Work Plan

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### I. RECURRING AGENDA ITEMS

#### Responsibility

Approval of Minutes	Committee Chair & Members
NYCT Committee Work Plan	Committee Chair & Members
Operations Performance Summary Presentation (including Financial/Ridership, Crime & Safety)	NYCT President & MTA Bus Co. President
Procurements (if any)	Procurement & Supply Chain
Service Changes (if any)	Operations Planning
Tariff Changes (if any)	Management & Budget
Capital Budget Modifications (if any)	Capital Planning & Budget
Action Items (if any)	As Listed

### II. SPECIFIC AGENDA ITEMS

#### Responsibility

#### October 2022

Public Comment/Committee Review of Budget 2023 Preliminary NYCT Budget	Management & Budget
2023 Preliminary SIR Budget	Management & Budget
2023 Preliminary MTA Bus Budget	Management & Budget

#### November 2022

Biannual Customer Satisfaction Report	Strategy & Customer Experience
Transit Adjudication Bureau Report, 3rd Qtr, 2022	Law
Fare Evasion Report, 3rd Qtr, 2022	Management & Budget
Charter for Transit Committee	Corporate Compliance

#### December 2022

NYCT 2022 Adopted Budget/Financial Plan 2023-2026	Management & Budget
SIR 2022 Adopted Budget/Financial Plan 2023-2026	Management & Budget
MTA Bus 2022 Adopted Budget/Financial Plan 2023-2026	Management & Budget
NYCT & MTA Bus EEO & Diversity Report, 3rd Qtr, 2022	EEO & Human Resources

#### January 2023

Approval of 2023 NYCT Committee Work Plan	Committee Chair & Members
Preliminary Review of NYCT 2022 Operating Results	Management & Budget
Preliminary Review of SIR 2022 Operating Results	Management & Budget
Preliminary Review of MTA Bus 2022 Operating Results	Management & Budget

#### February 2023

NYCT Adopted Budget/Financial Plan 2023-2026	Management & Budget
SIR Adopted Budget/Financial Plan 2023-2026	Management & Budget
MTA Bus Adopted Budget/Financial Plan 2023-2026	Management & Budget
ADA Compliance Report	Capital Program Management
Transit Adjudication Bureau Report, 4th Qtr, 2022	Law
Fare Evasion Report, 4th Qtr, 2022	Management & Budget

**SPECIFIC AGENDA ITEMS (con't)**

Responsibility

March 2023

No Items

April 2023

Final Review of NYCT 2022 Operating Results

Management & Budget

Final Review of SIR 2022 Operating Results

Management & Budget

Final Review of MTA Bus 2022 Operating Results

Management & Budget

May 2023

Biannual Customer Satisfaction Report

Strategy & Customer Experience

Transit Adjudication Bureau Report, 1st Qtr, 2023

Law

Fare Evasion Report, 1st Qtr, 2023

Management & Budget

June 2023

NYCT & MTA Bus EEO & Diversity Report, 1st Qtr, 2023

EEO & Human Resources

July 2023

No Items

August 2023

No Meetings Held

September 2023

Public comment/Committee Review of Budget

Management & Budget

2022 NYCT Mid-Year Forecast Monthly Allocation

Management & Budget

2022 SIR Mid-Year Forecast Monthly Allocation

Management & Budget

2022 MTA Bus Mid-Year Forecast Monthly Allocation

Management & Budget

2023 Preliminary NYCT Budget

Management & Budget

2023 Preliminary SIR Budget

Management & Budget

2023 Preliminary MTA Bus Budget

Management & Budget

Transit Adjudication Bureau Report, 2nd Qtr, 2022

Law

NYCT & MTA Bus EEO & Diversity Report, 2nd Qtr, 2022

EEO & Human Resources

Fare Evasion Report, 2nd Qtr, 2022

Management & Budget

## **2022 Transit & Bus Committee Work Plan**

### **Detailed Summary**

#### **I. RECURRING**

##### Approval of Minutes

An official record of proceedings which occurred during the previous month's Committee meeting.

##### NYCT Work Plan

A monthly update of any edits and/or changes in the work plan.

##### Operations Performance Summary

Summary presentation on the performance of Subway and Bus Service, including a discussion on Safety, Finance and Ridership.

Information includes discussion on key indicators for Subway and Bus Customer-Focused and Performance metrics.

##### Procurements

List of procurement action items requiring Board approval and items for Committee and Board information. The Non-Competitive items will be first, followed by the Competitive items and then the Ratifications. The list will include items that need a 2/3 vote of the Board for approval.

##### Service Changes

Service proposals presented for Committee information and for Board approval, when required. Proposals outline various subway service initiatives.

##### Tariff Changes

Proposals presented to the Board for approval of changes affecting NYCT fare policy structure.

##### Capital Budget Modifications

Proposals presented to the Board for approval of changes to NYCT's 5-Year Capital Program.

##### Action Items

Staff summary documents presented to the Board for approval of items affecting business standards and practices

## II. SPECIFIC AGENDA ITEMS

### OCTOBER 2022

#### 2023 NYCT Preliminary Budget

Public comments will be accepted on the 2023 Preliminary Budget.

#### 2023 SIR Preliminary Budget

Public comments will be accepted on the SIR 2023 Preliminary Budget.

#### 2023 MTA Bus Preliminary Budget

Public comments will be accepted on the MTA Bus 2023 Preliminary Budget.

### NOVEMBER 2022

#### Biannual Customer Satisfaction Report, Fall 2022

Recurring presentation of customer satisfaction ratings about NYCT's bus, subway, and paratransit services. Report will identify trends from customer surveys results about key indicators and attributes that define the customer experience.

#### Transit Adjudication Bureau Report, 3<sup>rd</sup> Qtr, 2022

Quarterly report to the Committee on Transit Adjudication Bureau financial and operating indicators including collection activities and data on revenue and expenses.

#### Fare Evasion Report, 3<sup>rd</sup> Qtr, 2022

Quarterly report to the Committee which provides estimated revenue lost to fare evasion on subways and buses based on staff surveys of stations and routes.

#### Charter for Transit Committee

Once annually, the NYC Transit Committee will be presented with the Committee Charter and will be asked to formally adopt it for use.

### DECEMBER 2022

#### NYCT 2022 Adopted Budget/Financial Plan 2023-2026

NYCT will present its revised 2023-2026 Financial Plan. This plan will reflect the 2022 Adopted Budget and an updated Financial Plan for 2023-2026 reflecting the out-year impact of any changes incorporated into the 2023 Adopted Budget. The documents will also include a monthly allocation of planned expenditures for 2023 by category.

#### SIR 2022 Adopted Budget/Financial Plan 2023-2026

SIR will present its revised 2023-2026 Financial Plan. This plan will reflect the 2022 Adopted Budget and an updated Financial Plan for 2023-2026 reflecting the out-year impact of any changes incorporated into the 2023 Adopted Budget. The documents will also include a monthly allocation of planned expenditures for 2023 by category.

#### MTA Bus 2022 Adopted Budget/Financial Plan 2023-2026

MTA Bus will present its revised 2023-2026 Financial Plan. This plan will reflect the 2022 Adopted Budget and an updated Financial Plan for 2023-2026 reflecting the out-year impact of any changes incorporated into the 2023 Adopted Budget. The documents will also include a monthly allocation of planned expenditures for 2023 by category.

## II. SPECIFIC AGENDA ITEMS

### EEO & Diversity Report, 3<sup>rd</sup> Qtr, 2022

Quarterly report to the Committee providing data on key EEO and Human Resources indicators relating to NYCT's and MTA Bus' Equal Employment Opportunity and Diversity efforts.

## JANUARY 2023

### Approval of Committee Work Plan

The Committee will be provided with the work plan for 2023 and will be asked to approve its use for the year.

### Preliminary Review of NYCT's 2022 Operating Results

NYCT will present a brief review of its 2022 Budget results.

### Preliminary Review of SIR 2022 Operating Results

SIR will present a brief review of SIR's 2022 Budget results.

### Preliminary Review of MTA Bus 2022 Operating Results

MTA Bus will present a brief review of its 2022 Budget results.

## FEBRUARY 2023

### Adopted Budget/Financial Plan 2023-2025

NYCT will present its revised 2023-2026 Financial Plan. This plan will reflect the 2022 Adopted Budget and an updated Financial Plan for 2023-2026 reflecting the out-year impact of any changes incorporated into the 2022 Adopted Budget. The documents will also include a monthly allocation of planned expenditures for 2023 by category.

### SIR Adopted Budget/Financial Plan 2023-2026

NYCT will present SIR's revised 2023-2026 Financial Plan. This plan will reflect the 2022 Adopted Budget and an updated Financial Plan for 2023-2026 reflecting the out-year impact of any changes incorporated into the 2022 Adopted Budget. The documents will also include a monthly allocation of planned expenditures for 2023 by category.

### MTA Bus Adopted Budget/Financial Plan 2023-2026

MTA Bus will present its revised 2023-2026 Financial Plan. This plan will reflect the 2022 Adopted Budget and an updated Financial Plan for 2023-2026 reflecting the out-year impact of any changes incorporated into the 2022 Adopted Budget. The documents will also include a monthly allocation of planned expenditures for 2023 by category.

### ADA Compliance Report

The annual update to the NYCT Committee on the status of compliance with the Americans with Disabilities Act (ADA) at New York City Transit. The report summarizes activities for compliance including, rehabilitation of key stations and ADA requirements in bus and subway transportation.

### Transit Adjudication Bureau Report, 4<sup>th</sup> Qtr, 2022

Quarterly report to the Committee on Transit Adjudication Bureau financial and operating indicators including collection activities and data on revenue and expenses.

## **II. SPECIFIC AGENDA ITEMS**

### Fare Evasion Report, 4th Qtr, 2022

Quarterly report to the Committee which provides estimated revenue lost to fare evasion on subways and buses based on staff surveys of stations and routes.

## **MARCH 2023**

No Items

## **APRIL 2023**

### Final Review of NYCT 2022 Operating Results

NYCT will review the prior year's budget results and their implications for current and future budget performance will be presented to the Committee.

### Final Review of SIR 2022 Operating Results

NYCT will review SIR's prior year's budget results and their implications for current and future budget performance will be presented to the Committee.

### Final Review of MTA Bus 2022 Operating Results

MTA Bus will review its prior year's budget results and their implications for current and future budget performance will be presented to the Committee.

## **MAY 2022**

### Transit Adjudication Bureau Report, 1<sup>st</sup> Qtr, 2023

Quarterly report to the Committee on Transit Adjudication Bureau financial and operating indicators including collection activities and data on revenue and expenses.

### Fare Evasion report, 1<sup>st</sup> Qtr, 2023

Quarterly report to the Committee which provides estimated revenue lost to fare evasion on subways and buses based on staff surveys of stations and routes.

### EEO & Diversity Report, 1<sup>st</sup> Qtr, 2023

Quarterly report to the Committee providing data on key EEO and Human Resources indicators relating to NYCT's and MTA Bus' Equal Employment Opportunity and Diversity efforts.

### Biannual Customer Satisfaction Report, Spring 2023

Quarterly presentation of customer satisfaction ratings about NYCT's bus, subway, and paratransit services. Report will identify trends from customer surveys results about key indicators and attributes that define the customer experience.

## **JUNE 2022**

### EEO & Diversity Report- 2022 Year-End Report

A detailed year-end 2021 report to the committee providing data on key EEO and Human Resources indicators relating to NYCT's and MTA Bus' Equal Employment Opportunity and Diversity efforts.

## **II. SPECIFIC AGENDA ITEMS**

### **JULY 2022**

No Items

### **AUGUST 2022**

No Meetings Held

### **SEPTEMBER 2023**

#### 2023 NYCT Mid-Year Forecast Monthly Allocation

NYCT will present a monthly allocation of its 2022 Mid-Year Forecast including revenues/receipts, expenses/expenditures, ridership and positions to the Committee.

#### 2023 SIR Mid-Year Forecast Monthly Allocation

NYCT will present a monthly allocation of SIR's 2022 Mid-Year Forecast including revenues/receipts, expenses/expenditures, ridership and positions to the Committee.

#### 2023 MTA Bus Mid-Year Forecast Monthly Allocation

MTA Bus will present its monthly allocation of MTA Bus' 2022 Mid-Year Forecast including revenues/receipts, expenses/expenditures, ridership and positions to the Committee.

#### 2024 NYCT Preliminary Budget

Public comments will be accepted on the 2024 Preliminary Budget.

#### 2024 SIR Preliminary Budget

Public comments will be accepted on the 2024 Preliminary Budget.

#### 2024 MTA Bus Preliminary Budget

Public comments will be accepted on the 2024 Preliminary Budget.

#### Transit Adjudication Bureau Report, 2<sup>nd</sup> Qtr, 2023

Quarterly report to the Committee on Transit Adjudication Bureau financial and operating indicators including collection activities and data on revenue and expenses.

#### Fare Evasion report, 2<sup>nd</sup> Qtr, 2023

Quarterly report to the Committee which provides estimated revenue lost to fare evasion on subways and buses based on staff surveys of stations and routes.

#### EEO & Diversity Report, 2<sup>nd</sup> Qtr, 2023

Quarterly report to the Committee providing data on key EEO and Human Resources indicators relating to NYCT's and MTA Bus' Equal Employment Opportunity and Diversity efforts.