

BLUE RIBBON

**TRANSIT RECOVERY  
TASK FORCE**

TO: Blue Ribbon Transit Recovery Task Force Members

DATE: July 26, 2021

FR: Steve Kinsey, CivicKnit

RE: Draft Transit Transformation Action Plan

Attached is a Draft Transit Transformation Action Plan (Action Plan) for your review and comment. This document will be finalized after the conclusion of the Task Force (in August).

The Draft Action Plan is intended to be a distillation and culmination of the past year's work. As you review the Action Plan, please note the following:

- The Action Plan compiles and repurposes Task Force memos, presentations, and approved items. No new content is being introduced.
- Actions and discussions of the Task Force have been summarized in the Action Plan. As appropriate, the full details of the Task Force's actions have been included in an appendix.
- Portions of the draft document are still in Word while other sections are included in a draft layout.
- A sample format of the Action pages has been inserted to demonstrate how the Action pages might look. Once the action items are approved at the July 26<sup>th</sup> meeting, the Actions will be updated for the final formatted Action Plan.

As a reminder, the Task Force will only be voting on the specific actions at the July 26<sup>th</sup> meeting. Afterwards, MTC staff will incorporate the approved actions into the Action Plan, address any comments, and produce the final plan.

Task Force members and the public may comment on the Draft Action Plan document at the meeting or subsequently through August 2<sup>nd</sup> by sending comments to [steve@civicknit.com](mailto:steve@civicknit.com). A final version of the document will be sent to all Task Force members and posted on the MTC website upon its completion, expected in late August.