BOARD OF DIRECTORS
MEETING AGENDA

Thursday, March 18, 2021
9:00 a.m.

DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE
PURSUANT TO THE PROVISIONS OF THE GOVERNOR’S EXECUTIVE ORDERS N-25-20
AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN
ACT.

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Committee Directors, staff and the public may participate remotely by calling:

Join Zoom Meeting
https://us02web.zoom.us/j/89716460143

Meeting ID: 897 1646 0143
Dial by your location
   +1 669 900 6833 US (San Jose)
   +1 408 638 0968 US (San Jose)

Public comment may be submitted via email to: hill@cccta.org. Please indicate in your email
the agenda item to which your comment applies. Comments submitted before the meeting will
be provided to the Board of Directors before the meeting. Comments submitted after the
meeting is called to order will be included in correspondence that will be provided to the full
Board.

The County Connection Board of Directors may take action on each item on the agenda. The action may
consist of the recommended action, a related action or no action. Staff recommendations are subject to
action and/or change by the Board of Directors.

1. Call to Order/Pledge of Allegiance
2. Roll Call/Confirm Quorum
3. Public Communication
4. Consent Calendar
   a) Approval of Minutes of Regular Meeting of February 18, 2021*
   b) CCCTA Investment Policy-Quarterly Reporting Requirement*
   c) Administrative Employee Compensation Adjustment *
      Resolution No. 2021-018*
      (The A&F Committee recommends that the Board approve Resolution No. 2021-
018, authorizing a compensation adjustment to the non-represented administrative staff.)

d) Cap and Trade Grant (LCTOP) – FY 2020-21*
Resolution No. 2021-020*
(The A&F Committee recommends that the Board approve Resolution No 2021-020, authorizing the LCTOP project funding allocation for an additional year for subsidized fares on Routes 11, 14, and 16 will cover FY 21-22.)

5. Report of Chair

6. Report of General Manager
   a) County Connection/LAVTA Coordination
      (The General Manager will report on potential efforts to increase coordination between County Connection and LAVTA.)
   b) COVID-19 Update
      (Staff will report on the effects of COVID-19 and County Connection including, preparations for schools reopening.)
   c) Update on the MTC Blue Ribbon Transit Recovery Task Force*
      (The General Manager will provide a verbal update on the Blue Ribbon Task Force.)

7. Report of Standing Committee
   a) Marketing, Planning & Legislative Committee
      1) FY 2022 Marketing Plan*
         (The MP&L Committee and staff request Board approval of the proposed FY 2022 Marketing Plan.)
      2) State and Federal Legislative Update*
         (Staff will provide the Board with an update on possible pending state and federal legislation.)
   b) Operations & Scheduling Committee
      1) 2021 Service Plan and Title VI Analysis*
         Resolution No. 2021-019*
         (The O&S Committee recommends that the Board adopt Resolution No. 2021-019, approving the proposed service plan for implementation as early as Summer 2021 and adopting the Title VI Service Equity Analysis)

8. Board Communication

9. Adjournment

*Enclosure
**It will be available at the time of the Board meeting.
General Information

Possible Action: The Board may act upon any item listed on the agenda.

Public Comment: If you wish to address the Board, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

Consent Items: All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board Member or a member of the public prior to when the Board votes on the motion to adopt.

Availability of Public Records: All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available for public inspection at 2477 Arnold Industrial Way, Concord, California, at the same time that the public records are distributed or made available to the legislative body. The agenda and enclosures for this meeting are posted also on our website at www.countyconnection.com.

Accessible Public Meetings: Upon request, County Connection will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be sent to the Assistant to the General Manager, Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or hill@cccta.org. Requests made by mail must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

Currently Scheduled Board and Committee Meetings

<table>
<thead>
<tr>
<th>Board of Directors:</th>
<th>Thursday, April 15, 9:00 a.m., via teleconference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration &amp; Finance:</td>
<td>Wednesday, April 7 8:30 a.m., via teleconference</td>
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<td>Advisory Committee:</td>
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<tr>
<td>Marketing, Planning &amp; Legislative:</td>
<td>Thursday, April 1, 8:30 a.m., via teleconference.</td>
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<tr>
<td>Operations &amp; Scheduling:</td>
<td>Friday, April 2, 8:15 a.m. via teleconference</td>
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The above meeting schedules are subject to change and may be conducted as teleconference meetings. Please check the County Connection Website (www.countyconnection.com) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting. This agenda is posted on County Connection’s Website (www.countyconnection.com) and at the County Connection Administrative Offices, 2477 Arnold Industrial Way, Concord, California
CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

February 18, 2021

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Keith Haydon called the regular meeting of the Board of Directors to order at 9:00 a.m. Board Members present were Directors Andersen, Dessayer, Hudson, Noack, Schroder, Storer, Tatzin, Wilk and Worth. Director Hoffmeister arrived after the meeting convened.

Staff: Ramacier, Sherman, Cheung, Churchill, Hill, Horta, Kamara, Martinez, McCarthy, Mitchell, Reebs and Rettig

Public Comment: None

Director Hoffmeister arrived at 9:04 a.m.

CONSENT CALENDAR

MOTION: Director Noack moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of January 21, 2021. Director Dessayer seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Haydon, Hoffmeister, Hudson, Noack, Schroder, Storer, Tatzin, Wilk and Worth
No: None
Abstain: None
Absent: None

REPORT OF CHAIR:

REPORT OF GENERAL MANAGER:

County Connection/LAVTA Coordination

Rick Ramacier informed the Board that LAVTA is almost done with the preparation of the I680 corridor project. We are finishing up the responsibility portion as well as the execution of the plan. As things develop, we will continue to inform the Board.

COVID-19 Update

Rick Ramacier informed the Board that we have had no more positive tests among employees. Not a single school has contacted us on updating the possibility that the schools will be opening back up for in person learning. After a brief discussion, Rick Ramacier stated that staff will send out a letter to all of the school districts in our area explaining the need for advance notification of the opening schedules so we can have time to adjust our bus schedules.

Update on the MTC Blue Ribbon Transit Recovery Task Force

Rick Ramacier explained that the Blue Ribbon Task Force will meet on Monday to discuss alternatives for Transit Network Managers. As new developments occur, he will continue to update the Board.
REPORT OF STANDING COMMITTEES

Administration & Finance Committee

First Extension of the Paratransit Service Contract with Transdev, Resolution No. 2021-016

Director Dessayer introduced the item by saying that we are very fortunate to have Rashida Kamara working for us, as she is the liaison with working with Transdev and she is getting things done. Rashida Kamara remarked that all the praise goes to the Transdev staff. They have stepped up when we needed them to, and they have been easy to work with considering all the changes we have had to go through because of COVID-19.

MOTION: Director Hudson moved approval of Resolution No. 2021-016, authorizing the General Manager to exercise County Connection’s option to extend the Transdev contract for one year. Director Noack seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Haydon, Hoffmeister, Hudson, Noack, Schroder, Storer, Tatzin, Wilk and Worth
No: None
Abstain: None
Absent: None

Marketing, Planning & Legislative Committee

Draft 2021 County Connection Federal Advocacy Program

Rick Ramacier informed the Board that every year we come up with a Federal Advocacy Program pamphlet that we take to Washington, DC for the APTA Legislative Conference. This year the conference will be virtual only. After a brief discussion, the Board directed staff on some small changes to the pamphlet and a motion was made.
Dave Hudson left at 9:58 a.m.

MOTION: Director Worth moved adoption of the Draft 2021 Federal Advocacy Program. Director Storer seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Haydon, Hoffmeister, Noack, Schroder, Storer, Tatzin, Wilk and Worth
No: None
Abstain: None
Absent: Director Hudson

Operations & Scheduling Committee

Pilot Project-Consolidation of County Connection/LAVTA Paratransit Programs, Resolution No. 2021-017

Director Schroder left at 10:03 a.m.

Director Storer introduced the item and turned it over to Rashida Kamara. In an effort to further the MTC goal of public transit agency collaboration to more efficiently spend transportation funding dollars, County Connection and Livermore Amador Valley Transit Authority (LAVTA) staff have collaborated on developing a pilot program to share resources to deliver paratransit services in both agency’s service areas. By leveraging resources between the two paratransit services through County Connection’s existing paratransit operations contract, both agencies will see savings over the one-year pilot period. If successful, this service design could be part of a future procurement for a long-term contract to deliver a similar model. The addition of this service will not negatively impact the budget for the County Connection and will provide savings to LAVTA over what they would have to pay for their paratransit services being delivered as a stand-alone contract.

LAVTA will pay County Connection for the additional services through a monthly fixed fee of $29,436.19 to cover additional staff (1 added operations/safety manager, 1 added customer service representative, and 2 added dispatchers).
Both agencies would pay for the variable revenue hours at a rate of $50.42, which is only a 1.7% increase over today’s variable rate and in line with projections for the increase that is expected for the first option year of the paratransit contract beginning on July 1, 2021. More detail on the First Option Year is detailed in the memo specific to this topic. LAVTA would be invoiced for and compensate CCCTA for all of the variable hours delivered for their passengers.

MOTION: Director Storer moved approval of Resolution No. 2021-017, authorizing a Pilot Project to consolidate County Connection’s and LAVTA’s Paratransit Services and authorize the General Manager to execute an MOU with LAVTA for said Pilot project along with a corresponding amendment to the Transdev contract to account for the establishment of the Pilot Program. Director Noack seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Haydon, Hoffmeister, Noack, Storer, Tatzin, Wilk and Worth
No: None
Abstain: None
Absent: Directors Hudson and Schroder

2021 Service Plan Draft Recommendation

Robert Storer introduced the item and turned it over to Melody Reebs. She gave a brief background stating that at the October meeting, the Board authorized staff to proceed with the public comment process on three proposed service scenarios for implementation in mid- to late-2021. These scenarios were developed in anticipation of reduced revenues due to COVID-19 and would result in service cuts totaling approximately $3, $5, and $7 million annually. In developing the proposals, staff sought to prioritize essential services and workers, as these riders have continued to rely on transit throughout the pandemic.

Given current financial projections, staff is recommending the implementation of Scenario 1, which is very similar to the service levels currently being operated. However, based on public feedback, staff is proposing a revision to the initial Scenario 1 service plan to retain service on Route 6 to the Orinda Community Center.

The proposed service plan would be about a 13% reduction in service hours compared to pre-COVID-19 service levels. Service frequency would be reduced on Routes 4, 5, 6, 7, 27, 35, 92X, 95X, and 96X. There would also be two alignment changes—extending Route 28 to Concord BART and simplifying the routing through Bishop Ranch on Route 92X to remove stops at BR 15 and Bishop/Sunset. All of these proposed changes have been in place on a temporary basis since October 2020. A summary of Scenario 1 is included as Attachment B.

All 600-series school service will be retained at the service levels that County Connection typically operates during a normal school year. This was an informational item only.

BOARD COMMUNICATION: None

ADJOURNMENT: Chair Haydon adjourned the regular Board meeting at 10:20 a.m.

Minutes prepared by

Date: March 8, 2021

This certifies that the portfolio complies with the CCCTA Investment Policy and that CCCTA has the ability to meet the pool’s expenditure requirements (cash flow) for the next six (6) months.
## CCCTA
### BANK CASH AND INVESTMENT ACCOUNTS

**PUBLIC ACCOUNTS**

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<th>PER BANK DEC 2020</th>
<th>PER GL* DEC 2020</th>
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| TOTAL         |          |          |                                              | $775,147          | $1,028,125        | $632,065          | $473,379         |

| PARATRANSIT   |          |          |                                              |                   |                   |                   |                  |
| UNION BANK    | 274-00-26669 | CHECKING | AP GENERAL                                  | $221,689          | $672,988          | $263,477          | $258,501         |

| LAIF FUND     |          |          |                                              |                   |                   |                   |                  |
| LAIF ACCOUNT  | 4007001  | INT-INVEST| OPERATING FUNDS                             | $8,502,601        | $24,978,828.67    | $25,896,408.00    | $25,896,408.00   |
| LAIF ACCOUNT  |          | INT-INVEST| Facility Rehab                              | $2,711,333        | $2,721,312        | $2,715,607        | $2,715,607       |
| LAIF ACCOUNT  |          | INT-INVEST| LCTOP - Electric Trolley II                 | $268,047          | $261,249          | $261,806          | $261,806         |
| LAIF ACCOUNT  |          | INT-INVEST| LCTOP - Martinez Amtrak III                 | $35,084           | $179,760          | $126,131          | $126,131         |
| LAIF ACCOUNT  |          | INT-INVEST| LCTOP - FREE Monument II (Routes 11/14/16)  | $1,544,657        | $1,550,293        | $1,553,587        | $1,553,587       |
| LAIF ACCOUNT  |          | INT-INVEST| Pass-Through CA                             | $68,854           | -                 | -                 | -               |

| TOTAL         |          |          |                                              | $14,084,140       | $31,329,141       | $31,964,154       | $31,964,154      |

| CCCTA EMPLOYEE|          |          |                                              |                   |                   |                   |                  |
| UNION BANK    | 274-00-26677 | CHECKING | EMPLOYEE FITNESS FUND                       | $12,152           | $12,594           | $13,039           | $13,039          |
| UNION BANK    | 274-00-26502 | CHECKING | EMPLOYEE FUNCTION                           | $508              | $508              | $508              | $508             |

| TOTAL         |          |          |                                              | $12,660           | $13,102           | $13,547           | $13,547          |

**2/24/2021**

**GRAND TOTAL**

|          |                   |                   |                                              | $15,093,636       | $33,043,356       | $32,873,243       | $32,709,581      |

**KLM**

*GL balances reduced by outstanding checks and increased by deposits in transit, if any.

This is to certify that the portfolio above complies with the CCCTA Investment Policy and that CCCTA has the ability to meet its expenditures (cash flow) for the next six months.

Rick Ramacier
General Manager
SUBJECT: Administrative Employee Compensation Increase

SUMMARY OF ISSUES:

At the June 18, 2020 Board of Directors meeting, Resolution 2020-25 was adopted. This resolution determined that because state and federal funding was unknown at the time, any adjustment to Administrative Staff salaries was unknown and uncertain. Therefore, the resolution provided that any increase to the Administrative Staff salaries subsequently adopted by the Board of Directors would be effective July 1, 2020.

The Administrative Staff is unrepresented by a bargaining group.

The delay in deciding to provide an increase for administrative staff was due to an uncertain future financial outlook with MTC projecting a 25% decrease in TDA revenue and up to a 40% decrease in STA revenue. The TDA and STA projections were updated in December of 2020 realizing an increase in TDA revenue of over 3% and the reduction in STA was a more modest drop of 0.18%. Subsequently in January of 2021, the Board decided not to pull the triggers for both the ATU and Machinists bargaining units resulting in a 3% increase of pay for employees in each group. Additionally, the Teamsters received a 3% increase effective 9/1/2020.

FINANCIAL IMPLICATIONS:

The cost of this increase is $106,800. This amount is below what was budgeted for the Administrative employees increase for FY 2021.

ACTION REQUESTED:

The General Manager requests that all Administrative Staff at Grade 12 and below (this excludes the Executive Team) be given a 3% increase to the employees' base wage rate, effective 1/1/2021, and a lump sum payment of $1000.00 in lieu of the 3% from 7/1/2020 to 12/31/2020

COMMITTEE RECOMMENDATION:

The A&F Committee recommends adoption of Resolution 2021-018

ATTACHMENTS:

The updated Proposed FY 2021 Payscale with the 3% increase reflected in the ranges for Grades 4-12.
## PROPOSED FY 2021 PAYSCALE AS OF JANUARY 1, 2021

<table>
<thead>
<tr>
<th>GRADE</th>
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<th>Steps (MIN)</th>
<th>Steps (MAX)</th>
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<td>CHIEF FINANCIAL OFFICER</td>
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<tr>
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<td>DIRECTOR OF INNOVATION &amp; MOBILITY</td>
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## PROPOSED FY 2021 PAYSCALE AS OF JANUARY 1, 2021

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<td>ASST. SCHEDULER</td>
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<td>56,907</td>
<td>59,123</td>
<td>61,481</td>
<td>64,010</td>
<td>66,510</td>
<td>69,181</td>
<td>71,936</td>
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<tr>
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<td>PAYROLL SPECIALIST</td>
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<td>SENIOR CUSTOMER SERVICE REP</td>
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RESOLUTION NO. 2020-025

BOARD OF DIRECTORS CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STATE OF CALIFORNIA

* * *

DECLARERS AN EFFECTIVE DATE FOR ADJUSTMENTS
TO ADMINISTRATIVE STAFF SALARIES FOR FY 2021

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("CCCTA"), a joint exercise of powers agency created under California Government Code Section 6500 et seq., for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions; and

WHEREAS, the extent of state and federal funding available for public transit is unknown at this time, and may significantly impact funding available for CCCTA; and

WHEREAS, adjustments to the salaries for administrative staff for Fiscal Year 2021 are still uncertain and undetermined.

NOW, THEREFORE, BE IT RESOLVED that in consideration of the future services to be rendered by administrative staff personnel, and in light of the uncertainty concerning State Transit Assistance revenues available to support CCCTA operations, the Board of Directors hereby determines that any adjustments to the salaries for administrative staff, as may be subsequently approved by the Board, shall be effective as of July 1, 2020.

Regularly passed and adopted this 18th day of June 2020, by the following vote.

AYES: Directors Andersen, Dessayer, Haydon, Hudson, Noack, Schroder, Storer, Wilk, Tatzin and Worth

NOES: None

ABSTAIN: None

ABSENT: Director Hoffmeister

_____________________________________
Candace Andersen, Chair, Board of Directors

ATTEST:

______________________________
Lathina Hill, Clerk to the Board
RESOLUTION NO. 2021-018

BOARD OF DIRECTORS CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STATE OF CALIFORNIA

** **

APPROVE FY 2021 COMPENSATION INCREASE FOR NON-REPRESENTED ADMINISTRATIVE EMPLOYEES

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("CCCTA"), a joint exercise of powers agency created under California Government Code Section 6500 et seq., for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions; and

WHEREAS, due to the COVID 19 Public Health Emergency (Health Emergency) that began in the first quarter of calendar year 2020, many aspects of CCCTA's funding and revenues, the scope and structure of its operations, its ability to implement planned labor and employee relations programs, its ability to control or adjust the size of its workforce and its ability determine and implement traditional employee compensation and workforce planning measures were significantly impacted.

WHEREAS, due to the uncertainties caused by the Health Emergency and the availability of state and federal funding for public transit, on June 18, 2020, the Board of Directors deferred approving adjustments in administrative staff compensation for FY 2021, and adopted Resolution No. 2020-025 declaring its intent that adjustments to salaries for administrative staff as may be subsequently approved by the Board would be effective as of July 1, 2020; and

WHEREAS, after review of CCCTA’s financial condition, the Administrative & Finance Committee recommends that the Board approve salary increases for administrative employees for FY 2021 at a total cost of $106,400 and as included in the FY 2021 budget.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby authorizes the following adjustments to the compensation of administrative employees in salary grades 4 through 12: 1) A salary increase of 3% to the employees’ base wage rate, effective as of January 1, 2021; and 2) a lump sum payment of One Thousand Dollars ($1,000) to each such employee, in lieu of a 3% adjustment from July 1 – December 31, 2020.

Regularly passed and adopted this 18th day of March 2021, by the following vote.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Keith Haydon, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board
SUBJECT: Cap and Trade Grant (LCTOP) – FY 2020-21

Background:

The Cap and Trade funding program for transit is titled Low Carbon Transit Operations Program (LCTOP). Over time, the guidelines have been revised, allowing for increased flexibility in the use of these funds. In the last couple of years, County Connection has utilized these funds to operate Route 99X, connecting the Martinez Amtrak Station to BART via Pacheco Blvd. and Morello Ave. and increase weekend service to the DAC.

Since FY 18-19, with the passage of Senate Bill 1119 (SB 1119), County Connection was able to implement the fare subsidy project in the Monument Corridor on routes 11, 14 and 16.

Extend Free Fares Pilot

MTC has published an estimate for the region and County Connection is expected to receive about $620,000. Staff proposes to use these funds to continue operating service between Amtrak and BART and continue subsidizing the fares for routes: 11, 14 and 16. All these routes serve AB 1550 low-income communities and an MTC community of concern, which is centered around Downtown Concord and the Monument Corridor. The current pilot was extremely successful prior to COVID-19, and this grant provides a guaranteed fare revenue source.

Although not part of the proposed project for FY20-21, staff would like to note that due to the COVID-19 pandemic, most of the FY19-20 funds programmed to subsidize fares on Routes 11, 14 and 16 will not be disbursed. Based on current ridership, it is projected that only about $450,000 of the FY20 allocation for the subsidized fares project will be disbursed. The remaining $450,000 will be rolled over to FY20-21, augmenting the funds available for the fare subsidy program.
**Financial Implications:**

Using FY 2020-21 LCTOP to fund service operating within the DAC ($215,710) and continue the fare subsidy for one additional year on Routes 11, 14, and 16 ($326,828).

**Recommendation:**

The A&F Committee and staff recommend Board approval of the proposed LCTOP project funding allocation. The additional project year for subsidized fares on Routes 11, 14, and 16 will cover FY 21-22.

**Action Requested:**

The A&F Committee and staff request Board approval of the proposed LCTOP project funding allocation under Resolution 2021-020.
RESOLUTION NO. 2021-020

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
BOARD OF DIRECTORS

* * *

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT(S):

(MARTINEZ AMTRAK TO BART, $215,710 AND
FARE SUBSIDY FOR ROUTES 11, 14, AND 16, $326,828)

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("CCCTA"), a joint exercise of powers agency created under California Government Code Section 6500 et seq., for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions;

WHEREAS, the CCCTA is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program ("LCTOP") now or sometime in the future for transit projects;

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations;

WHEREAS, the Department of Transportation ("Department") is the administrative agency for the LCTOP;

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies);

WHEREAS, the CCCTA wishes to delegate authorization to execute these documents and any amendments thereto to Ruby Horta, Director of Planning & Marketing; and

WHEREAS, the CCCTA wishes to implement the LCTOP project(s) listed below.
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority that CCCTA agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations and guidelines for all LCTOP funded transit projects;

BE IT FURTHER RESOLVED that Ruby Horta, Director of Planning, Marketing & Innovation, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation; and

BE IT FURTHER RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2020-21 LCTOP funds:

Project Names:

(1) Martinez Amtrak to BART  
Amount of LCTOP funds requested: $215,710  
Short description: This route directly serves a disadvantaged community.

(2) Fare Subsidy for Routes 11, 14, and 16  
Amount of LCTOP funds requested: $326,828  
Short description: Fare subsidy project for one additional year. All of these routes serve AB 1550-defined low-income communities and an MTC community of concern, which is centered around Downtown Concord and the Monument Corridor.

Contributing Sponsors (if applicable): N/A

Regularly passed and adopted this 18th day of March 2021 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

__________________________  
Keith Haydon, Chair, Board of Directors

ATTEST:

__________________________  
Lathina Hill, Clerk to the Board
SUBJECT: FY 2022 Marketing Plan

Background:

Many of the marketing efforts planned for FY 2021 did not materialize due to the COVID-19 pandemic, which drastically impacted public transit usage as people were encouraged and/or required to stay home. Nonetheless, transit agencies around the Bay Area continued to develop programs that will hopefully promote public transit once it is safe to do so.

Staff predicts a significant amount of effort will be dedicated towards marketing County Connection’s services in the coming year to ensure passengers return to transit and new riders are encouraged to try transit. There will likely be both regional (MTC-driven) and local (County Connection, CCTA and East Bay Operators) marketing campaigns that will require additional funding as compared to prior years.

Special Promotions:

County Connection’s upcoming Marketing Plan will focus on COVID-19 recovery, Clipper START and youth fares and the 2021 Service Plan. The extent of our marketing efforts to promote transit will largely depend on state and federal guidelines recommending the use of transit as the economy reopens. Although our systems, both fixed route and paratransit, focused on essential workers and services in FY 2021, we expect our systems to begin the transition to encourage more riders to our services.

Post-COVID Recovery: One of the potential outcomes of the Blue-Ribbon Transit Recovery Task Force efforts will likely be the development and deployment of a Bay Area wide marketing effort to promote transit ridership, as part of the COVID-19 recovery. Staff from all Bay Area transit agencies have been coordinating on a weekly basis on several fronts, including marketing efforts. Work has begun on developing a cohesive marketing plan promoting transit use, once it is safe to do so. Additionally, County Connection expects to conduct various surveys in the coming year to gauge the local community’s needs and expectations for transit as we plan for future service changes.
Clipper Discount Programs: County Connection has implemented Clipper START and youth fares, however, minimal promotion has taken place during the pandemic. It is our goal to conduct a more robust marketing campaign to promote these two Clipper discount programs once health officials recommend a return to transit.

2021 Service Plan: The Board is scheduled to approve the 2021 Service Plan in March, for potential implementation later this year. Although the proposed service levels are similar to what is currently in operation, a lot of our former patrons are currently not riding transit and staff must ensure the information about the service change is widely disseminating prior to implementation.

One-Seat Ride: Over the last several months, several East Bay operators have partnered to develop a service that allows paratransit riders to utilize a single operator for any multi-agency travel. Although the service is currently in operation, the outreach and promotional efforts have been minimal considering the pandemic and the need to enforce physical distancing and minimize contact with people outside of your household. In the coming fiscal year, staff expects to disseminate information about the one-seat ride program more widely and continue to expand these types of programs as East Bay Operators continue to collaborate and implement projects of regional impact.

Other tasks that have become routine include the Class Pass Program, Summer Youth Program, partnering with 511 Contra Costa on promotions, and participating in outreach opportunities at schools, colleges/universities, senior centers, employment sites, and community events.

Total Expense: $120,000

Website and Social Media:

Riders are increasingly using the internet and social media to access transit information, stay informed, and interact with County Connection. A portion of the promotions budget will go towards general website maintenance and enhancements, as well as increasing the agency’s involvement with social media. Due to decreased ridership and physical distancing requirements, online interactions have been more critical, and we must enhance our online presence especially as we try to reach non-essential passengers that have been working from home since early 2020.

Total Expense: $30,000
Routine Promotion:

Ongoing promotion expenses include the cost for chamber dues and event fees, materials for outreach events, printing brochures for accessible services and bikes on buses, and promoting the summer youth pass.

Total expense: $10,000

Miscellaneous Promotion:

The miscellaneous promotions budget is intended to cover campaigns or new services that have not yet been identified. There will likely be a need to conduct other forms of promotion we are currently not aware as we recover from COVID-19.

Total expense: $15,000

Promotions Budget Summary:

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<td>Website and Social Media</td>
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<tr>
<td>Routine Promotion</td>
<td>$10,000</td>
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<tr>
<td>Miscellaneous Promotion</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$175,000</strong></td>
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Recommendation:

The MP&L Committee and staff recommend approval of the proposed FY 2022 Marketing Plan.

Action Requested:

The MP&L Committee and staff request Board approval of the proposed FY 2022 Marketing Plan.

Financial Implications:

Staff has budgeted $175,000 to cover the expenses associated with the Marketing Plan.
TO: Board of Directors

FROM: Rick Ramacier  
General Manager

DATE: March 10, 2021

SUBJ: Legislative Update: State & Federal

State Update

Friday, January 19, 2021 was the deadline for bill introduction in the state legislature. Over the next few weeks, information will come forward regarding bills that will impact County Connection and/or public transit. As we learn more about these bills, it may be appropriate for County Connection to take positions on these bills and to communicate those to our legislative delegation. At this point, a few bills have been identified to further watch as they progress.

AB629 - Chiu

This is the place holder for the legislation to address Bay Area public transit governance, planning, funding, and coordination. It is also the vehicle to possibly address anticipated recommendations coming out of the work the Metropolitan Transportation Commission (MTC) Blue Ribbon Transit Recovery Task Force (BRTF). As of now, the bill is essentially a shell awaiting amendments. Those first amendments could come in the first week of March. Staff will provide any update at your meeting on March 18, 2021.

AB455 – Bonta

This bill would enact the Bay Bridge Fast Forward Program. The goal is to improve transit service along the Bay Bridge corridor into San Francisco. The Program is to be developed by the Bay Area Toll Authority (BATA) in conjunction with the San Francisco Transportation Authority, the Alameda County Transportation Commission (ACTC) and the Contra Costa Transportation Authority (CCTA). The following transit operator’s services into San Francisco are anticipated to improve in this process: AC Transit, WestCAT, and services under the Solano Transportation Authority (STA). This is in Phase One. In Phase Two, an exclusive lane for bus and high occupancy vehicles on the Bay Bridge is to be explored.

AB917 – Bloom

Current law allows AC Transit and San Francisco MTA to use forward facing camaras on their buses in the enforcement of citing illegally parked cars in bus stops within bus only lanes. AC
Transit’s authority sunsets this year. AB917 is a collaborative effort between AC Transit, LA Metro, and the California Transit Association (CTA) to repeal the AC Transit sunset date. It also would authorize all public transit operators in California to use the same type of video enforcement for vehicles parked illegally in public bus stops. This new authority would be optional and could only be used upon an individual transit operator’s policy board adopting a resolution to do so.

Federal Update

American Rescue Plan Act

The Congress is now working on a third major Covid-19 economic stimulus/relief package called the American Rescue Plan Act (ARPA). The working bill contains roughly $30.5 billion for public transit. Most of this would go out on a formula basis much like the two previous acts: CARES Act and CRRSSA. In this third effort, there is a piece that directs capital funding to four on Bay Area capital projects. These include Caltrain electrification, BART Transbay core capacity, BART extension to San Jose Phase 2, and San Francisco Central Subway project.

The formula funds would again be expected to be spent on keeping workers employed in service. Draft language seems to suggest this round of funding could also be used to begin the Covid-19 recovery process for public transit. The Urbanized Area (UZA) 75% cap language in the CRRSSA Act is to be amended to 132%. In short, this means County Connection will be able to directly receive funding under APRA. Technically, County Connection is not eligible for direct funding under CRRSSA.

At this point, it is not possible to provide any kind of projection of how much County Connection would receive if APRA is enacted as drafted today. As we learn more, that will be passed on to you as information. At this writing, Congress has passed the bill and it awaits the President’s signature.

Congressman DeSaulnier’s I-680 Clean Corridor Effort

The office of Congressman DeSaulnier and the Contra Costa Transportation Authority (CCTA) have discussed the idea of having I-680 named as a “Clean Corridor”. This designation would likely make available non-traditional funding sources for clean transportation initiatives in the I-680 corridor. This is something we should expect to talk about when we meet with Congressman DeSaulnier later in March. As of now, I am speaking with CCTA about how this could develop into a transit opportunity for us.

Action Requested

None. This is for information. Staff will provide a brief update and seek any feedback you may have.
To: Board of Directors

From: Melody Reebs, Manager of Planning

Date: 3/8/2021

SUBJECT: 2021 Service Plan Proposal and Title VI Equity Analysis

Background:

At the October meeting, the Board authorized staff to proceed with the public comment process on three proposed service scenarios for implementation in mid- to late-2021. These scenarios were developed in anticipation of reduced revenues due to COVID-19 and would result in service cuts totaling approximately $3, $5, and $7 million annually (Scenarios 1, 2, and 3). In developing the proposals, staff sought to prioritize essential services and workers, as these riders have continued to rely on transit throughout the pandemic.

Since all three scenarios would be considered a major reduction in service, per Board policy, staff conducted public outreach to gather input on the proposals. A summary of public comments and a draft recommendation to implement Scenario 1 was presented to the Board for feedback at the February meeting. The proposed service plan would include a 13% reduction in service hours and an estimated cost savings of $3 million annually compared to pre-pandemic levels. As the proposed plan would constitute a major service change, staff has completed a Title VI Service Equity Analysis.

If approved, the proposed service reductions will largely reflect existing service. The earliest that staff could implement the proposed plan on a permanent basis would be Summer 2021. However, depending on financial needs and service requirements as the COVID-19 pandemic evolves, implementation could be delayed until Fall or Winter 2021.

Proposed Service Plan:

The proposed service plan would be very similar to what has been operating on a temporary basis since October. The development of the plan was guided by four main objectives:

- Retaining access to essential jobs and services and to transit-dependent areas
- Providing adequate capacity along high ridership routes and corridors
- Retaining weekend service and 600-series school service
- Improving coordination with BART
In the proposed plan, service frequency would be reduced on Routes 4, 5, 6, 7, 27, 35, 92X, 95X, and 96X. There would also be two alignment changes—extending Route 28 to Concord BART and simplifying the routing through Bishop Ranch on Route 92X to remove stops at BR 15 and Bishop/Sunset.

The original proposal also included the elimination of the Orinda Community Center loop on Route 6. However, based on public feedback, staff revised the proposal to retain service along this segment of the route. A summary of the final proposal is included as Attachment A.

All 600-series school service will be retained at the service levels that County Connection typically operates during a normal school year.

Public Process:

Staff conducted an initial webinar on December 1, 2020 to provide the public with a high-level overview of the three service scenarios and gather some preliminary feedback. This was followed by a series of four virtual public hearings—two were held on January 5, 2021 and another two on January 8, 2021. Each public hearing focused on a different part of County Connection’s service area and provided an opportunity for the public to provide formal comments on the proposals. The public was also able to provide comments via phone, mail, email, and online through the County Connection website.

No public comments were received during the public hearings. However, four written comments were received that were related directly related to Scenario 1, which is the service plan being proposed. As noted previously, staff revised the proposal in response to comments opposing to the elimination of the Orinda Community Center loop on Route 6.

Title VI:

Staff completed a Title VI Service Equity Analysis based on the final service proposal. The proposed service plan includes significant schedule and/or alignment changes to several routes, resulting in both beneficial and adverse impacts. Most of the route changes independently constitute a major service change requiring an equity analysis under County Connection’s Title VI policy. However, due to the interconnected nature of the changes in the plan, the analysis evaluated the entire implementation of the service plan as a single major service change.

As part of the 2013 Title VI Policy update, the Board established a threshold of 20% for determining both disparate impacts to minorities and disproportionate burdens on low-income populations. The analysis evaluates the impacts of the service plan by comparing the proportion of minority and low-income riders who would be affected by the change to the system as a whole.
The analysis did not indicate any disparate impact to minorities or disproportionate burden on low-income populations as result of the proposed service changes. While minority riders would be impacted slightly more than their proportion of ridership systemwide, the differential of +1.3% is well within the 20% threshold set forth in the disparate impact policy. Low-income riders would be impacted less than their proportion of ridership on the system as a whole by a margin of 12.0%. The complete Title VI Service Equity Analysis is included as Attachment B.

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<th>% Minority</th>
<th>% Low-Income</th>
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<td>Systemwide</td>
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<td>32.4%</td>
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<tr>
<td>Difference from Systemwide</td>
<td>+1.3%</td>
<td>-12.0%</td>
</tr>
<tr>
<td>Results</td>
<td>No Disparate Impact</td>
<td>No Disproportionate Burden</td>
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</table>

Future Service Restoration:

There is still a large degree of uncertainty as it relates to COVID-19, including its potential long-term impacts on the economy and travel patterns. In addition, circumstances that affect ridership demand can change relatively quickly, such as schools reopening or workers returning to offices, and County Connection needs to be prepared to restore and/or modify service in response to these changes in demand. If the proposed service plan is approved, staff will still be closely monitoring ridership trends and financial projections to determine whether additional service is needed.

As schools, businesses, recreational facilities, and other non-essential services return to normal operations, staff will need to respond quickly to augment service based on the community’s needs and the agency’s financial capacity. Any restoration of service will be implemented as a temporary adjustment and made permanent once the pandemic is behind us. A similar public outreach process and Title VI analysis will be conducted once staff is comfortable making the changes permanent.

Financial Implications:

Based on initial estimates, this service plan could reduce operating costs by approximately $3 million annually. This is an initial projection and will be finalized once the schedules are complete.
Recommendation:

The O&S Committee and staff recommend that the Board approve the proposed service plan and Title VI Service Equity Analysis. The equity analysis has been reviewed by legal counsel.

Action Requested:

The O&S Committee and staff request that the Board approve Resolution 2021-019 authorizing the General Manager to implement the proposed service plan and submit the required Title VI Service Equity Analysis to the FTA.

Attachments:

Attachment A – Proposed Service Plan Summary
Attachment B – Title VI Service Equity Analysis
Attachment A:

Proposed Service Plan Summary

The proposed service plan would largely continue current service levels (as of October 4, 2020).

Frequency Reductions:

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<th>Route</th>
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<tr>
<td>4</td>
<td>12 min</td>
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<tr>
<td>5</td>
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<td>30/- min</td>
</tr>
<tr>
<td>96X</td>
<td>20/60 min</td>
<td>30/- min</td>
</tr>
</tbody>
</table>

Alignment Changes:

- Route 6 – eliminate Community Center loop *(Service to be retained based on public feedback)*
- Route 28 – extend to Concord BART, reroute from Arnold/Center to Muir Rd
- Route 92X – simplify routing through Bishop Ranch to remove stops at BR15 and Sunset/Bishop
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1 INTRODUCTION

As a federal grant recipient, the Central Contra Costa Transit Authority (County Connection) is required to maintain and provide to the Federal Transit Administration (FTA) information on its compliance with Title VI of the Civil Rights Act of 1964 (Title VI), which prohibits discrimination by recipients of federal financial assistance. The FTA further requires that recipients of FTA financial assistance conduct an analysis on all major service changes to assess the impacts of those changes on low-income and minority populations.

In March 2020, a Shelter-in-Place Order was issued in Contra Costa County in response to the COVID-19 pandemic, which limited activity, travel, and business functions to only the most essential needs. As a result, ridership dropped around 75% and has continued to stay at that reduced level. Starting in April 2020, service had to be adjusted to meet essential needs. Subsequently in August, staff made temporary service changes in response to reduced operator availability and shifts in riders’ travel patterns to only essential trips. Additional service adjustments were subsequently made in October.

The pandemic has also had significant negative impacts on several revenue sources, ranging from local and state sales tax to farebox recovery. In anticipation of reduced revenues, staff began evaluating potential service cuts in order to remain financially viable. Due to uncertainty regarding the future economic impacts of COVID-19, staff developed three service cut scenarios with estimated cost savings of $3, $5, and $7 million annually (Scenarios 1, 2, and 3, respectively). In developing the proposals, staff sought to prioritize essential services and workers, as these riders have continued to rely on transit through the pandemic.

Since all three scenarios would be considered a major reduction in service, staff conducted public outreach to gather input on the proposals. Staff held an informational webinar in December 2020, followed by a series of virtual public hearings in January 2021. The public was also able to provide comments via phone, mail, email, and online through County Connection’s website.

Given current financial projections, staff is proposing the implementation of Scenario 1, which would include an approximately 13% reduction in service hours and an estimated cost savings of $3 million annually compared to pre-pandemic service levels. The proposed service plan would largely be a continuation of the service levels that are currently being operated on a temporary basis but with some revisions based on public feedback. Should the Board approve the proposed service plan, the earliest that staff could implement any of the changes would be Summer 2021. However, depending on financial needs and service requirements as the pandemic evolves, implementation could be delayed until Fall or Winter 2021.
As the proposed service plan constitutes a major service change when compared to pre-pandemic service levels, approval and implementation of the service changes requires an equity analysis under the FTA's Title VI regulations. The following equity analysis indicates that there is no disparate impact based on race, and no disproportionate burden on low-income riders from the proposed service plan.

2 TITLE VI POLICIES

In October 2012, the FTA released Circular 4702.1B (Circular), which provides guidelines for compliance with Title VI. Under the Circular, transit operators are required to study proposed fare changes and “major service changes” before the changes are adopted to ensure that such changes do not have a discriminatory effect based on race, color, national origin or low-income status of affected populations. As a first step, public transit providers must adopt their own “Major Service Change,” “Disparate Impact,” and “Disproportionate Burden,” policies. County Connection’s Board of Directors adopted these policies in June 2013. The adopted Major Service Change, Disparate Impact and Disproportionate Burden policies are described below. Resolution No. 2013-019 demonstrates the Board’s consideration, awareness, and approval of these policies is included in Appendix A.

2.1 Major Service Change Policy

The Major Service Change Policy establishes a threshold for when a proposed service increase or decrease is “major,” and thus must be subject to a Title VI Equity Analysis.

County Connection previously defined major service decreases in its adopted “Public Hearing Policy.” The Major Service Change Policy applies this threshold to both increases and decreases and provides for changes to be measured not just individually, but on a cumulative basis over a 12-month period.

County Connection defines a major service change as:

- An increase or decrease of 25 percent or more to the number of transit route miles of a bus route.
- An increase or decrease of 25 percent or more to the number of daily transit revenue miles of a bus route for the day of the week for which the change is made.
- A change of service that affects 25 percent or more of daily passenger trips of a bus route for the day of the week for which the change is made.
- Changes shall be counted cumulatively, with service changes being “major” if the 25 percent change occurs at one time or in stages, with changes totaling 25 percent over a 12-month period.
The following service changes are exempt from this policy:

- Changes to service on a route with fewer than 10 total trips in a typical service day are not considered “major” unless service on that route is eliminated completely on any such day.
- The introduction or discontinuation of short- or limited-term service (e.g., promotional, demonstration, seasonal or emergency service, or service provided as mitigation or diversions for construction or other similar activities), as long as the service will be/has been operated for no more than twelve months.
- County Connection-operated transit service that is replaced by a different mode or operator providing a service with similar or better headways, fare, transfer options, span of service, and stops.

2.2 Disparate Impact Policy

The Disparate Impact Policy establishes a threshold for determining whether proposed fare or major service changes have a disproportionately adverse effect on minority populations relative to non-minority populations on the basis of race, ethnicity or national origin.

The threshold is the difference between the burdens borne by, or benefits experienced by, minority populations compared to non-minority populations. Exceeding the threshold means either that a fare or major service change negatively impacts minority populations more than non-minority populations, or that the change benefits non-minority populations more than minority populations. A change with disparate impacts that exceed the threshold can only be adopted (a) if there is substantial legitimate justification for the change, and (b) if no other alternatives exist that would serve the same legitimate objectives with less disproportionate effects on the basis of race, color or national origin.

County Connection establishes that a fare change, major service change or other policy has a disparate impact if minority populations will experience 20% more of the cumulative burden, or experience 20% less of the cumulative benefit, relative to non-minority populations, unless (a) there is substantial legitimate justification for the change, and (b) no other alternatives exist that would serve the same legitimate objectives with less disproportionate effects on the basis of race, color or national origin.

2.3 Disproportionate Burden Policy

The Disproportionate Burden Policy establishes a threshold for determining whether proposed fare or major service changes have a disproportionately adverse effect on low-income populations relative to non-low-income populations.
The threshold is the difference between the burdens borne by, and benefits experienced by, low-income populations compared to non-low-income populations. Exceeding the threshold means either that a fare or service change negatively impacts low-income populations more than non-low-income populations, or that the change benefits non-low-income populations more than low-income populations. If the threshold is exceeded, County Connection must avoid, minimize or mitigate impacts where practicable.

County Connection establishes that a fare change, major service change or other policy has a disproportionate burden if low-income populations will experience 20% more of the cumulative burden, or experience 20% less of the cumulative benefit, relative to non-low-income populations, unless avoiding, minimizing, or mitigating the disproportionate effects is impracticable.

2.4 Public Outreach

In developing these policies, County Connection staff conducted public outreach (detailed below), including three public meetings with language services available, to provide information and get feedback on the draft policies. Staff incorporated public input gathered through this outreach into the policies proposed for Board approval.

March 28, 2013 – Monument Corridor Transportation Action Team

Comments: Include an annual review to ensure that major service change threshold has not been crossed

April 15, 2013 – Public Meeting at the San Ramon Community Center

Comments: Consistent with prior comment to include an annual review for major service changes

May 14, 2013 - Public Meeting at the Walnut Creek Library

Comments: None

April 1st – June 1st, 2013 – Policies available for comments on County Connection Website

Comments: None

June 20, 2013 – Public Hearing and Proposed Adoption at the County Connection Board of Directors Meeting

Comments: None
3 PROPOSAL DESCRIPTION

The proposed service plan would reduce service hours by approximately 13% compared to pre-COVID service levels. This reduction is consistent with current service levels. The development of the plan was guided by four main objectives:

- Retaining access to essential jobs and services and to transit-dependent areas
- Providing adequate capacity along high ridership routes and corridors
- Retaining weekend service and 600-series school service
- Improving coordination with BART

In the proposed plan, service frequency would be reduced on Routes 4, 5, 6, 7, 27, 35, 92X, 95X, and 96X (see Table 1). These routes have sustained the greatest ridership losses due to the pandemic, as demand has shifted away from traditional 9-to-5 commuters, and more towards essential workers and those making essential trips. These essential trips also tend to be more spread out throughout the day as opposed to concentrated around traditional morning and evening peak times, which are typically 6 AM – 9 AM and 4 PM – 7 PM. Thus, the proposed reductions on most routes target peak-period service in order to preserve a base level of service all day.

Table 1: Proposed Frequency Reductions

<table>
<thead>
<tr>
<th>Route</th>
<th>Pre-COVID (peak/off-peak)</th>
<th>Scenario 1 (peak/off-peak)</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>12 min</td>
<td>20 min</td>
</tr>
<tr>
<td></td>
<td>(weekday only)</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>20/45 min</td>
<td>40 min</td>
</tr>
<tr>
<td>6</td>
<td>20/60 min</td>
<td>30/60 min</td>
</tr>
<tr>
<td></td>
<td>(weekday only)</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>15/- min</td>
<td>20/- min</td>
</tr>
<tr>
<td>27</td>
<td>40/60 min</td>
<td>3 trips</td>
</tr>
<tr>
<td>35</td>
<td>15-20/30-60 min</td>
<td>30/60 min</td>
</tr>
<tr>
<td>92X</td>
<td>8 trips</td>
<td>4 trips</td>
</tr>
<tr>
<td>95X</td>
<td>20/- min</td>
<td>30/- min</td>
</tr>
<tr>
<td>96X</td>
<td>20/60 min</td>
<td>30/- min</td>
</tr>
</tbody>
</table>
The proposed plan also includes two alignment changes. The first proposed change is to extend Route 28 to Concord BART and realign the route from Arnold Dr and Center Ave to Muir Rd. Route 28 serves several essential businesses and facilities, including the VA Clinic, Kaiser, and Contra Costa Regional Medical Center. The extension of the route to BART provides additional connection opportunities to these essential services, as well as more direct service to Diablo Valley College, while the realignment speeds up the route.

The second proposed alignment change is to simplify the routing of Route 92X through Bishop Ranch by removing stops at BR 15 and Bishop/Sunset. This change is not directly linked to the objectives defined for the overall service change, since this would have been implemented regardless to speed up the route. These stops have historically had low ridership, and alternate stops are available within ½-mile.

All of these proposed changes have been in place on a temporary basis since October 2020. Figure 1 shows the routes that would be impacted by the proposed service plan.

The original proposal also included the elimination of the Orinda Community Center loop on Route 6. However, based on public feedback, staff revised the proposal to retain service along this segment of the route, as it provides connections to important services including the Orinda Library and Community Center.
4 EQUITY ANALYSIS

The proposed service plan includes significant schedule and/or alignment changes to several routes, resulting in both beneficial and adverse impacts. Most of the route changes independently constitute a major service change. However, due to the interconnected nature of the changes in the plan, this analysis evaluates the entire implementation of the service plan as a single major service change.

4.1 Data and Methodology

This analysis evaluates the impacts of the service plan by comparing the proportion of minority and low-income riders who would be affected by the change to the system as a whole. The proposed plan reduces service by shortening routes and increasing headways, which are adverse effects. This analysis measures the distribution of the adverse effects of the service plan. The most appropriate measure of the adverse effect is the reduction in boardings that will result from the service plan.

Definitions

**Minority** – FTA defines a minority person as anyone who is American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, or Native Hawaiian or other Pacific Islander.

**Low-Income** – FTA defines a low-income person as a person whose median household income is at or below the U.S. Department of Health and Human Services (HHS) poverty guidelines. However, FTA encourages the use of any locally developed threshold provided that the threshold is at least as inclusive as the HHS poverty guidelines. Due to the area’s higher cost of living, County Connection defines low-income as 150% of the federal poverty level.

Data Sources

Since the proposed changes only impact existing routes, staff used ridership data as opposed to Census data for the analysis. This provides a more accurate assessment of the actual riders who would be affected in recognition that the surrounding geographic area of a route is not always reflective of the ridership demographics of that route.

**Onboard Passenger Survey**

An onboard passenger survey was conducted on County Connection buses in October 2019 and a total of 1,188 responses were collected. The survey was conducted on both weekdays and weekends using handheld tablet personal computers on which the online survey was administered. A sampling plan was developed to ensure that the distribution of completed surveys mirrored the actual distribution of passengers using the system. The plan included completion goals that were set by route and time period based on ridership.
The survey data provides demographic information on County Connection’s riders, including race and income. Respondents who declined to answer questions about income or ethnicity are excluded from the analysis. In order to protect privacy, survey respondents were asked to report their income bracket as opposed to their specific income. Because of this, the analysis uses the midpoint of the selected income bracket to compare against the federal poverty level. Table 2 below shows how low-income status—defined in this analysis as 150% of the 2019 federal poverty guidelines—is determined based on household size and income bracket. Using these thresholds, each individual survey response was categorized as either low-income or non-low-income based on responses to the questions about household size and income.

<table>
<thead>
<tr>
<th>Household Size</th>
<th>Low-Income Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-2</td>
<td>Under $25,000</td>
</tr>
<tr>
<td>3-4</td>
<td>Under $35,000</td>
</tr>
<tr>
<td>5-7</td>
<td>Under $50,000</td>
</tr>
<tr>
<td>8-10</td>
<td>Under $75,000</td>
</tr>
</tbody>
</table>

**Ridership Data**

The analysis uses average daily boardings for each route to estimate the number of riders that would be impacted by the changes. Ridership data was used from February 2020, which most closely reflects service and ridership levels prior to COVID-19. While the COVID-19 pandemic has substantially altered ridership patterns, it has also made collection of data on current ridership demographics difficult. Additionally, this service change is analyzed as a permanent change. This analysis assumes that pre-COVID ridership demographics are the best available estimate for post-COVID ridership demographics.

**Methodology**

The following methodology was used to analyze the impact of the proposed changes:

1. Using onboard passenger survey data, quantify the percentage of minority and low-income riders for each affected route and systemwide.

2. Estimate the total number of passengers who would be impacted by the proposed changes by route. This is calculated by multiplying the proposed change in daily revenue miles by the average number of passengers per revenue mile on each individual route. Evaluating daily
revenue miles captures both the effects of a reduction in the length of a route and the increase in headways.

3. Estimate the number of minority and low-income passengers who would be impacted by the proposed changes by route. This is calculated by multiplying the number of all impacted passengers by the percentages of minority and low-income passengers on each individual route, and accounts for route usage.

4. Calculate the percentages of minority and low-income passengers who would be impacted by the proposed changes across all adjusted routes. These are calculated by dividing the total number of impacted minority and low-income passengers for all affected routes by the total number of impacted passengers.

5. Compare the percentages of minority and low-income passengers who would be impacted to the percentages of those riders systemwide to see if the difference exceeds the disparate impact threshold or disproportionate burden threshold of 20%.
4.2 Impact Assessment

Table 3 below shows the base route metrics used for the impact assessment according to the methodology outlined above. This includes revenue miles based on service prior to COVID-19 (schedules effective February 23, 2020), estimated revenue miles based on the proposed service plan, average daily passengers prior to COVID-19 (February 2020), and percentages of minority and low-income riders from the onboard passenger survey.

Table 3: Calculation Metrics by Route

<table>
<thead>
<tr>
<th>Route</th>
<th>Current Daily Revenue Miles</th>
<th>Proposed Daily Revenue Miles</th>
<th>Average Daily Passengers</th>
<th>% Minority</th>
<th>% Low-Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>197.3</td>
<td>127.5</td>
<td>741.6</td>
<td>57.0%</td>
<td>58.0%</td>
</tr>
<tr>
<td>5</td>
<td>138.3</td>
<td>99.3</td>
<td>513.4</td>
<td>55.0%</td>
<td>33.3%</td>
</tr>
<tr>
<td>6</td>
<td>614.4</td>
<td>496.8</td>
<td>582.4</td>
<td>60.0%</td>
<td>47.8%</td>
</tr>
<tr>
<td>7</td>
<td>232.7</td>
<td>186.1</td>
<td>523.8</td>
<td>62.9%</td>
<td>33.3%</td>
</tr>
<tr>
<td>27</td>
<td>50.7</td>
<td>19.0</td>
<td>72.3</td>
<td>65.2%</td>
<td>35.0%</td>
</tr>
<tr>
<td>28</td>
<td>174.0</td>
<td>275.8</td>
<td>131.3</td>
<td>53.8%</td>
<td>60.9%</td>
</tr>
<tr>
<td>35</td>
<td>715.0</td>
<td>538.6</td>
<td>724.4</td>
<td>66.0%</td>
<td>17.9%</td>
</tr>
<tr>
<td>92X</td>
<td>259.8</td>
<td>173.2</td>
<td>172.6</td>
<td>22.2%</td>
<td>0.0%</td>
</tr>
<tr>
<td>95X</td>
<td>462.3</td>
<td>322.6</td>
<td>295.6</td>
<td>57.9%</td>
<td>17.6%</td>
</tr>
<tr>
<td>96X</td>
<td>625.8</td>
<td>368.6</td>
<td>373.2</td>
<td>53.2%</td>
<td>26.8%</td>
</tr>
</tbody>
</table>

Table 4 shows the estimated number of passengers who would be impacted by the proposed changes. A negative number indicates an adverse effect due to a reduction in service, whereas a positive number indicates a benefit due to an increase in service.
Table 4: Impacted Boardings by Route

<table>
<thead>
<tr>
<th>Route</th>
<th>Impacted Boardings</th>
<th>Impacted Minority Boardings</th>
<th>Impacted Low-Income Boardings</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>-262.5</td>
<td>-149.6</td>
<td>-152.2</td>
</tr>
<tr>
<td>5</td>
<td>-144.9</td>
<td>-79.7</td>
<td>-48.3</td>
</tr>
<tr>
<td>6</td>
<td>-111.4</td>
<td>-66.9</td>
<td>-53.3</td>
</tr>
<tr>
<td>7</td>
<td>-104.7</td>
<td>-65.8</td>
<td>-34.9</td>
</tr>
<tr>
<td>27</td>
<td>-45.2</td>
<td>-29.5</td>
<td>-15.8</td>
</tr>
<tr>
<td>28</td>
<td>76.8</td>
<td>41.4</td>
<td>46.8</td>
</tr>
<tr>
<td>35</td>
<td>-178.7</td>
<td>-117.9</td>
<td>-32.1</td>
</tr>
<tr>
<td>92X</td>
<td>-57.5</td>
<td>-12.8</td>
<td>0.0</td>
</tr>
<tr>
<td>95X</td>
<td>-89.4</td>
<td>-51.7</td>
<td>-15.8</td>
</tr>
<tr>
<td>96X</td>
<td>-153.4</td>
<td>-81.6</td>
<td>-41.2</td>
</tr>
<tr>
<td>All Adjusted Routes</td>
<td>-1,071.0</td>
<td>-614.1</td>
<td>-346.8</td>
</tr>
</tbody>
</table>

Finally, Table 5 summarizes the results of the analysis. Based on the onboard survey data, 56.1% of all County Connection riders identify as minority, and 44.4% are considered low-income. Based on the estimates of impacted riders, 57.3% are minority, and 32.4% are low-income.

Table 5: Impact Analysis Results

<table>
<thead>
<tr>
<th>Percent Impacted</th>
<th>% Minority</th>
<th>% Low-Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>Systemwide</td>
<td>56.1%</td>
<td>44.4%</td>
</tr>
<tr>
<td>Difference from Systemwide</td>
<td>+1.3%</td>
<td>-12.0%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Results</th>
<th>No Disparate Impact</th>
<th>No Disproportionate Burden</th>
</tr>
</thead>
</table>

There is no disparate impact on minority riders from the proposed service changes. While minority riders would be impacted slightly more than their proportion of ridership systemwide, the differential of +1.3% is well below the 20% threshold set forth in the disparate impact policy.
There is also no disproportionate burden on low-income riders from the proposed service plan. Based on the analysis, low-income riders would be impacted less than their proportion of ridership on the system as a whole by a margin of 12.0%.

Even if there were a disparate impact, there is substantial legitimate justification for implementation of the service plan. County Connection is faced with a severe loss of revenue due to the COVID-19 pandemic, and reducing service is necessary to compensate. Additionally, the proposed plan adjusts County Connection’s service to account for changes in system usage due to the increase in riders working from home and altering their commute patterns.

However, there is still a large degree of uncertainty as it relates to COVID-19 and its potential long-term impacts on the economy and ridership demand. As schools, businesses, recreational facilities, and other non-essential services return to normal operations, staff will need to respond quickly to augment service based on the community’s needs and the agency’s financial capacity. Any restoration of service will initially be implemented as a temporary adjustment, and once there is more certainty, staff will conduct a similar public outreach process and Title VI equity analysis before making any additional changes permanent.

5 PUBLIC OUTREACH

In December 2020, staff began conducting outreach to solicit feedback from the public on the three proposed service scenarios. Due to the ongoing COVID-19 pandemic, in-person outreach was not feasible. Instead, staff conducted all public meetings via teleconference, which allows the public to participate using a computer or by phone.

Staff conducted an initial webinar on December 1, 2020 to provide the public with a high-level overview of the three service scenarios and gather some preliminary feedback. This was followed by a series of four virtual public hearings—two were held on January 5, 2021 and another two on January 8, 2021. Each public hearing focused on a different part of County Connection’s service area (North, South, Core, and Lamorinda) and provided an opportunity for the public to provide formal comments on the proposals. The public was also able to provide comments via phone, mail, email, and online through the County Connection website.

Notices for the webinar and public hearings were placed on all buses, as well as in the East Bay Times. Information about the proposed service plan scenarios was available on County Connection’s website and announced through several social media posts on Twitter, Facebook, Instagram, and NextDoor. Staff
also reached out to various community partners who helped to further disseminate information to their constituents.

5.1 Public Comment

No public comments were received during the public hearings. However, a total of twelve (12) written comments were received by email and online that were directly related to one or more of the proposed scenarios (see Appendix B). Four (4) comments were related specifically to Scenario 1, which is the service plan currently being proposed. These comments are addressed in more detail below.

Two (2) comments were submitted opposing the elimination of the Orinda Community Center loop on Route 6. Based on this feedback, staff revised the proposed plan to retain service along this segment of the route.

One (1) comment was submitted by a rider who was concerned about reduced frequency on Route 35, particularly on the Windemere loop, which is only served by a limited number of trips (nine in each direction). Staff has confirmed that there will be minimal impact to service on the Windemere loop, and the proposed service plan would only eliminate one trip in each direction.

Finally, one (1) comment was submitted expressing general support for Scenario 1 over the more extensive cuts in the other two scenarios.
APPENDIX A: RESOLUTION NO. 2013-019
RESOLUTION NO. 2013-019

Central Contra Costa Transit Authority

Board of Directors

***

Adoption of Major Service Change, Disparate Impact, and Disproportionate Burden policies required for compliance with Title VI of the Civil Rights Act of 1964

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("CCCTA"), a joint exercise of powers agency created under California Government Code Section 6500 et seq., for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions; and

WHEREAS, Title VI of the Civil Rights Act of 1964 requires recipients of Federal grants and other federal financial assistance to operate their programs and services in a nondiscriminatory manner without regard to, race, color or national origin; and

WHEREAS, the Federal Transit Administration (FTA) issued Circular FTA C 4702.1B, effective October 1, 2012, setting forth requirements and guidelines for Title VI compliance; and

WHEREAS, as set forth in the above-referenced Circular, the Board of Directors is required to adopt policies to guide the equitable distribution of County Connection services; and

WHEREAS, the County Connection is also required to adopt policies to define when a service change is sufficiently broad or large to necessitate a review of its potential impacts on minority and low-income populations, and to define when a fare change or major service change will have a disparate impact on minority populations or impose a disproportionate burden on low-income populations, all of which policies and definitions are required to be subject to public input; and

WHEREAS, over the past three months, staff has presented draft policies to the Marketing, Planning, and Legislative Committee and the public through public meetings, and accepted public comment on the policies; and

WHEREAS, the General Manager recommends the Board approve the attached definition of "Major Service Change," and Disparate Impact and Disproportionate Burden policies, which comply with FTA requirements and which will guide future decisions regarding and monitoring of County Connection programs and services to ensure they are provided equitably, without discrimination based on race, color or national origin.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the Central Contra Costa Transit Authority hereby approves the attached definition of "Major Service Change," and Disparate Impact and Disproportionate Burden policies.

Regularly passed and adopted this 20th day of June, 2013 by the following vote:
AYES: Directors Andersen, Haskew, Horn, Hoffmeister, Manning, Schroder and Worth

NOES: Directors Dessayer and Weir

ABSTENTIONS: None

ABSENT: Directors Hudson and Storer

Erling Horn, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board
# APPENDIX B: PUBLIC COMMENTS

All comments are presented as submitted; no revisions (such as to correct misspellings) were made.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
</table>
| 1 | I take 2 buses in the morning (98X and 28). I commute from downtown Walnut Creek to Center Ave. in Martinez. I walk over a mile to the WC BART to catch the 98X. I start work at 8am. I have to take the 6:30am 98X bus and then wait 20 minutes for the 28 bus at Pacheco/Center that arrives at 7:03am. There’s a 6:50am 98X bus but it doesn’t connect with the 28 bus. If the 28 could be adjusted back to arriving at Pacheco/Center at 7:06am, that would be ideal.

My commute home has turned into a 2 hour commute. I have to rush to catch the 28 bus after I get off work at 5pm. Once I get to Pacheco/Center, I have to wait 45 minutes to catch the 98X. So it’s basically a hurry up and then wait... When I get to WC Bart, I catch the 4. So that’s another 10-15 minute wait. I end up walking the mile home from the Bart station.

If there are further reductions in service it will become more impossible to get to and from work. I’ve been relying more on Uber, which is not sustainable for me. Since I currently only commute into work 2x week now due to COVID, my input probably won’t make any difference in considering service changes. |
| 2 | For Route 6, we are concerned about the proposed alignment change to eliminate the Orinda Community Center loop. That loop serves 2 senior housing complexes located near the Orinda Way/Irwin Way intersection. It also provide access to the Orinda Library and Community Center. We request County Connection not eliminate the Orinda Community Center loop. |
| 3 | If you must scenario 1 would be the best of all scenarios. I know it doesn’t save as much as the others but it would have the least negative impact on the ridership |
| 4 | There are still essential workers that uses the Express buses going to San Ramon. Eliminating both the 95 and 96 buses is going to leave us stranded. Please consider keeping at least the 95x

Where it will make the rounds essential workers work-Cosco area, Kaiser, Anabel,Bishop Ranch 8 which easier to walk to Bishop Ranch 6 for At&t workers

We will greatly appreciate if you at least consider. |

[In Response to Another Comment]

For the essential workers who still commute from walnutcreek to San Ramon Bishop Ranch when you say the Rapid transit is faster is it the 21 that goes through town and very slow and like Lisa said it takes about 50 minutes and for for those of us who have to be at work 8AM and walk from the transit center to Anable Bishop Ranch 6 and 8 in the rain is going to be very difficult. Or are there going to be other buses .Or just have to one Express bus that runs 2times in the morning peak hours and one in the afternoon between 4and 6pm |
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<th>In Response to Another Comment</th>
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<tr>
<td>5</td>
<td>I agree with Yayush, please do not eliminate all the express buses to San Ramon, the only other option is the 50mn 21 route and all those minutes add up during the week. Thank you</td>
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<td>6</td>
<td>I was wondering if going bring 96 at 1:30pm from San Roman trasit center to. Walt creek Bart</td>
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<td>7</td>
<td>I would like to see the Orinda Community Center loop on route 6 maintained. It appears that is only retained in scenario 2 and 3. It would be desired to maintain current service levels on route 6 as depicted in scenario 1, but if that is not possible then the Orinda loop would be a priority request and default then to scenario 2 or 3.</td>
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<td>8</td>
<td>I have relied on County Connection bus service as my primary mode of local transportation since I moved to Central Contra Costa County in 2005. I currently live in Martinez on Pacheco Blvd. between Ace Truckbox Center and Morello Ave. I work at Muir Parkway Offices on Arnold Drive less than two miles from my home. The relatively short commute distance is necessary for me because I do not have a car and I deal with health conditions that make walking long distances difficult. The proposed reduction in service frequency for Route 99X under Scenarios Two and Three would affect me directly. My current work schedule is 8:30 AM to 5:00 PM. If the Route 99X service reduction is to take effect, I would respectfully request that the schedule reflect my need to take the morning run heading towards North Concord BART and arrive at Muir Parkway Offices by approximately 8:20. Likewise, I would greatly appreciate it if service heading towards Martinez Amtrak would be available for me to catch the bus at Morello and Arnold at approximately 5:15. Additionally, I periodically take Route 28 to Kaiser Permanente Martinez Medical Offices on Muir Road. The next bus stop along that route in the Concord BART direction is Muir and Glacier, which is a considerable stretch. I am requesting that a Route 28 bus stop be installed at Muir Road and Morello Ave. so that I could potentially travel between medical appointments at Kaiser and my workplace. I concede that your agency cannot be expected to specifically accommodate the needs of a single individual rider in your service planning. Even so, I figure that it is worth a shot to express my needs, and I am grateful for the opportunity to do so, as well for the service that everyone at your agency has provided me for the last 16 years. Thank you very much for your time and consideration.</td>
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<td>9</td>
<td>This letter is in regards to the cancellation of services to Bishop Ranch. I myself commute from Cameron Park ,Ca to Toyota which is 111 miles from my home. Transit is essential as I drop my car in Dixon, take Blue Line to Walnut Creek and then catch Bishop Ranch 95X. Being an essential worker has allowed myself and many colleagues to continue working. Taking the 95X that goes to Bishop Ranch 8 is a huge advantage to those of us that work at Toyota and cost saving as well. Please consider keeping it at least peak hours in the morning and in the afternoon between 4:00pm – 6:30pm. At least 2 in the morning and 2 in the afternoon. Only stopping at the Transit Center with the 96X and having to be at work at 8:00am and walking in bad weather would make it a very unpleasant daily occurrence along with compromising our jobs at 8:00am in the morning. Please consider.</td>
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Please keep the time of the 1st 98x bus and possibly the 2nd out of Martinez Amtrak. People transferring at Walnut Creek to the Bart train and to other buses need to ride the 1st 98x bus because many are commuting to cities to the south and the west and start work at 8:00 or before.

In addition, people who commute by riding the 1st Capitol Corridor Amtrak out of Sacramento, transfer to the 1st 98x at the Martinez Amtrak station as a part of their daily commute to work in a variety of locations In the Bay Area.

Please also keep the run of the last 98x bus out Walnut Creek Bart to Martinez Amtrak, for those who are returning from a commute that takes them some time to reach Walnut Creek at the end of the day.

When the 1st run of line 16 out of Martinez Amtrak was eliminated, it left only the 98x operating at an early enough time out of Martinez.

Bart trains are now not operating as frequently as they did precovid. So it is important for those riding the 98x to get to Walnut Creek as early as they can.

Firstly, thank you all for your service to our community and continuing to keep public transportation available during this challenging time.

I am perhaps 10% of your current ridership on the 95x. I don't drive and commute to Berkeley (via WC BART) on the 95x every day. To be honest, most of the time I am the only person on the bus, so I totally understand if you need to cut it to cover (projected) budget deficits. It is unfortunate that ridership is unlikely to increase without the Covid situation comfortably behind us.

Just in case the 95x gets axed, I beg that the 21's schedule be adjusted to better match the BART schedule during commuting hours. As far as I'm concerned the morning is okay, but in the evening if I catch a BART at MacArthur at 5:20-something, I'll arrive at WC BART at 5:42, then have to wait nearly 30 min for the next bus in the Danville/San Ramon direction. Thus, if the schedule could be pushed back by 5 minutes (so 5:45 departure from WC), it would be much appreciated. In case the 95x isn't cut entirely, it would also be nice if the 95x WC departures could be staggered with the 21. Right now they both leave at the same time which can be frustrating when you've missed them both by 2 minutes.

I really am thankful for the CCCTA and hope your ridership increases in 2021!

I'm a regular rider of the bus 35 via Windermere route. Considering there are only a few schedules looping through this area, it'd be greatly appreciated if you do not cut any services in the upcoming planning.

Thank you so much for your service to take care of people like me who depends on public transportation.
RESOLUTION NO. 2021-019

BOARD OF DIRECTORS
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STATE OF CALIFORNIA

APPROVING 2021 SERVICE PLAN AND ASSOCIATED TITLE VI EQUITY ANALYSIS

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("CCCTA"), a joint exercise of powers agency created under California Government Code Section 6500 et seq., for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions;

WHEREAS, on March 4, 2020, the Governor of the State of California proclaimed a State of Emergency to exist in California as a result of the threat of the COVID-19 outbreak;

WHEREAS, on March 16, 2020, the public health officers of seven Bay Area jurisdictions, including the County of Contra Costa, issued legal orders directing residents to shelter at home for three weeks beginning on March 17, 2020 through April 7, 2020, and which orders limit activity, travel and business functions for only the most essential needs;

WHEREAS, on March 31, 2020, the public health officers of seven Bay Area jurisdictions, including the County of Contra Costa, issued legal orders extending the shelter at home order through May 3, 2020;

WHEREAS, the lasting impacts of COVID-19 and the shelter at home orders have resulted in a significant decrease in County Connection ridership;

WHEREAS, to address the ridership decreases and financial constraints posed by low ridership and revenues, CCCTA enacted temporary service cuts in October 2020, resulting in a 13% reduction in service hours at an estimated savings of $3 million annually compared to pre-pandemic levels;

WHEREAS, also in October, the Board of Directors authorized CCCTA to seek public input on three options for a service plan that would prioritize essential services and workers while also saving costs of $3 million, $5 million and $7 million, annually;

WHEREAS, public outreach was conducted in December and January, and results of the outreach were heard at the February Board of Directors meeting;
WHEREAS, staff and the Marketing, Planning & Legislative Committee now recommend adoption of a 2021 service plan that largely reflects the service plan option designed to save costs of up to $3 million annually, including reduced service frequency on Routes 4, 5, 6, 7, 27, 35, 92X, 95X and 96X and alignment changes extending Route 28 to the Concord BART station and simplifying the routing through Bishop Ranch on Route 92X to remove stops at BR 15 and Bishop/Sunset, but no longer including eliminations of the Orinda Community Center loop on Route 6, cumulatively referred to as to the "2021 Service Plan”;

WHEREAS, the proposed service change triggers the requirement to conduct a major service change equity analysis (Title VI Analysis) pursuant to Federal Transit Administration (FTA) Circular C 4702.1B implementing Title VI of the Civil Rights Act of 1964 (Title VI);

WHEREAS, the Title VI Analysis of the 2021 Service Plan service changes found that the changes will not have a disparate impact on minority communities nor impose a disproportionate burden on low-income communities;

WHEREAS, the Board of Directors has reviewed the Title VI Analysis and findings, and the public input received with regard to such analysis and findings.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority as follows:

1. The Title VI Analysis and findings with regard to adoption of the 2021 Service Plan is hereby approved.

2. The General Manager, or his designee, is hereby authorized to take all necessary steps to submit documentation relating to the Title VI Analysis to the FTA.

3. The General Manager, or his designee, is hereby authorized to implement the 2021 Service Plan.

Regularly passed and adopted this 18th day of March, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Keith Haydon, Chair, Board of Directors

ATTEST:
Lathina Hill, Clerk to the Board