

Citizens Advisory Committee
Contra Costa Transportation Authority at Hookston Square
***New Location:* Pleasant Hill City Offices**
100 Gregory Lane, Pleasant Hill - Large Community Room
Tuesday, Sept. 7, 2010 at 6:30 PM

**If you are unable to attend or need directions, please call Marie Knutson before noon on the day of the meeting at 680-2041. If this is your first meeting, please call for directions.

Agenda

1. Call to Order – Roll Call – Quorum Determination (5 members required to conduct business)
2. Agenda Approval*
3. Approval of Minutes of August 11, 2010*
4. Public Comment
5. Community Outreach
6. CAC Phone Line
7. CCCTA Board of Directors Meeting
8. CCCTA Board of Directors Committee Reports
 - a. A&F Committee
 - b. O&S Committee
 - c. MP&L Committee
9. Old Business
10. New Business
11. Committee Member Communications
12. Community Events*
13. Adjournment – Next meeting Tuesday, October 5, 2010 at 6:30 PM

*Enclosure

County Connection Scheduled Committee Meeting agendas are posted at www.cccta.org.

Call 925-676-1976 to confirm date, time, and location prior to attending a meeting.

General Information

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.CCCTA.org.

Public Comment: Each person wishing to address the CCCTA Citizens Advisory Committee (CAC) is requested to complete a Speakers Card for submittal to the Committee Chair before the meeting convenes or the applicable agenda item is discussed. Persons who address the Committee are also asked to furnish a copy of any written statement to the staff liaison. A period of thirty (30) minutes has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Committee. Each individual will be allotted three minutes, which may be extended at the discretion of the Committee Chair.

Accessible Public Meetings: Upon request, CCCTA 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. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service so that it is received by CCCTA at least 48 hours before the meeting convenes. Requests should be sent to Manager of Marketing, 2477 Arnold Industrial Way, Concord, CA 94520 or burdick@cccta.org.

Shuttle Service: With 24-hour notice, a CCCTA LINK shuttle can be available at the Pleasant Hill BART station for individuals who want to attend the CAC meetings. To arrange for the shuttle service, please call Mary Walker at (925) 680-2068, no later than 24 hours prior to the start of the meeting.

Summary Minutes

The meeting was called to order at 6:30 PM.

Citizens Advisory Members present were P.J. Dhoot, Harvey Riggs, Charles Evans, Mike Meringer, Charles Hogle, Gwen Stitzell and new member Beverli Marshall.

County Connection (CCCTA) Staff present: Marie Knutson, and Mary Burdick

Introductions

Beverli Marshall, the new representative for Martinez, was introduced to the Committee. The Committee introduced themselves and welcomed Ms. Marshall.

Approval of Agenda

The agenda was approved.

Approval of the Minutes

The minutes were approved.

Public Comment

A letter from Keith Joseph was presented by staff. Mr. Joseph requested that the CAC meetings be held during the day for easier access. The CAC members acknowledged the request, but decided to keep the same meeting time because many of the members work daytime jobs. The Committee did decide to meet on the first Tuesday of the month, instead of the second Tuesday, so that the Pleasant Hill City Office location could continue to be used. This location also has better accessibility by public transit on the route 9 and 16.

Community Outreach

The Committee discussed the change in the agenda item. Previously, *Community Outreach* was listed as *Goals*. The committee had previously discussed what its goals were, partly focusing on gathering information from riders and noting observations which were reported quarterly to the Board. In an effort to improve the report, observations would be asked for monthly, so that issues needing immediate attention could be addressed and any solutions found could be included in the report.

CAC Phone Line

No messages.

CCCTA Board of Directors Meeting

Ms. Burdick reported that the Board discussed Prop 1B funds which would provide money for security improvements at the CCCTA facility, possibly including new cameras, and employee card access instead of keys. The *Clipper* card was also discussed. County Connection would be included in Phase III to have the universal card accepted on CCCTA buses.

A&F Meeting

Ms. Knutson reported that, according to the agenda, the A&F committee discussed the implementation of the Translink *Clipper* card. The organizational chart for CCCTA was also discussed. Ms. Knutson said she would bring it to the next meeting.

O&S Meeting

The O&S meeting was cancelled.

MP&L Meeting

Mary Burdick reported the MP&L Committee discussed The DVC Opening & Dedication ceremony. She said the MP&L Committee accepted the recommendation for the DVC Student Proposal that would go to the Board. The Committee then discussed the memo that was included in their Information Only section and asked Harvey Riggs to attend the Board meeting. Their message was to emphasize the importance of transit between the San Ramon and Pleasant Hill DVC campuses and that expecting ridership to double in the first year from new ridership was generous. They felt this expected cost should not be passed on to DVC students until proven. Ms. Muzzini, who compiled the report, was not at the CAC meeting to answer questions because the report was listed as information only and not an agenda item.

Ms. Burdick reported on other programs for marketing including “Just One Day A Week” and “Poetry In Motion.”

Old Business

Ms. Knutson reported on the status of the bench that was missing from in front of the Pleasant Hill post office. It was currently listed as a work order but not in place yet.

New Business

Ms. Knutson reported that the 600 routes to schools were back in service and although Mt. Diablo Unified School District had discontinued their school bus service, no new CCCTA service had been added without additional funding. The route 250 was also back in service for St. Mary’s College.

Committee Member Communications

Charles Evans reported that BART had received funds and considered dropping fees. The consensus he heard was that bringing back service was more important to riders.

Community Events

Staff presented events for August.

The meeting was adjourned at 7:40PM.

Marie Knutson, Community Relations and CAC Liaison

Date

Inter Office Memo

To: MP&L, CAC, Board of Directors
From: Marie Knutson
Community Relations

Date: August 31, 2010
Reviewed By:

SUBJECT: Community Events Update

SUMMARY OF ISSUES:	This is an update of the community events, school programs and company functions currently scheduled for Sept. 2010.
RECOMMENDATIONS:	For information only.
FINANCIAL IMPLICATIONS:	Event costs have been figured into the marketing promotions budget.
OPTIONS:	N/A
ACTION REQUESTED:	For information only.
ATTACHMENTS:	None.
RECOMMENDATIONS FROM COMMITTEE:	N/A

ADDITIONAL BACKGROUND INFORMATION:

Added to August 2010

- 8/24 Mayors Challenge, Martinez
- 8/31 Moraga Community Event

Public Events and Outreach Functions Scheduled for Sept. 2010:

- 9/8 CCCTA Tour, Contra Costa Home School
- 9/9 Martinez Networking Event
- 9/15 Pleasant Hill Networking Event
- 9/16 Concord on the Green
- 9/17 CCCTA Tour - Oak Grove, Special Needs
- 9/18 Walnut Festival Twilight Parade
- 9/21 Educator's Resource Fair, Lindsay Museum
- 9/22 Alamo Chamber Networking Event
- 9/25 DVC Transit Center Grand Opening
- 9/29 Sustainable Contra Costa "Green" Event
- 9/30 Walnut Creek Business Fair
- 9/30 TMASF Commuter Fair