

The County Connection

2477 Arnold Industrial Way Concord, CA 94520-5326 (925) 676-7500 www.cccta.org

Agenda Item No. 4.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

August 19, 2010

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Uilkema called the meeting to order at 9:00 a.m. Board Members present were Directors Dessayer, Horn, Hudson, Manning, Mitchoff, Schroder, Simmons and Stepper. Director Worth arrived after the meeting convened. Director Hoffmeister was absent.

Staff: Ramacier, Chun, Aparacio, Churchill, Gwaltney, Luoma, Madrigal, Mitchell, Muzzini, Pedroza, Perry and Woody

Guests: Keith Joseph (Walnut Creek resident) and Harvey Riggs (CAC Member representing the City of San Ramon)

PUBLIC COMMUNICATION

Keith Joseph addressed the Board about having the bus schedules reflect all the routes that go to the same destination. He would also like to have a directory that would identify all routes that go to major destinations in the CCCTA service area. Chair Uilkema thanked Mr. Joseph for his suggestions and said they could be discussed at future Board committee meetings. She also stated that, due to budget cuts, the cost to produce hard copies of these types of materials may be very expensive; but it may be possible to post them on the CCCTA website.

(Director Worth arrived.)

CONSENT CALENDAR

MOTION: Director Manning moved approval of the Consent Calendar, consisting of the Approval of Minutes of Regular Meeting of July 15, 2010. Director Mitchoff seconded the motion and it was approved.

Aye: Directors Dessayer, Horn, Hudson, Manning, Mitchoff, Schroder, Simmons, Stepper, Uilkema and Worth

No: None

Abstain: None

Absent: Director Hoffmeister

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REPORT OF CHAIR

Election of CCCTA Officers

Chair Uilkema announced the slate of officers proposed by the Nominating Committee consists of Director Hudson as Chair, Director Worth as Vice Chair and Director Stepper as Secretary. She asked if there were any additional nominations from the floor. No other nominations were made.

MOTION: Director Horn moved to close the nominations and to elect the slate of officers as presented: Director Hudson as Chair, Director Worth as Vice Chair and Director Stepper as Secretary. Director Manning seconded the motion and it was approved.

Aye: Directors Dessayer, Horn, Hudson, Manning, Mitchoff, Schroder, Simmons, Stepper, Uilkema and Worth
No: None
Abstain: None
Absent: Director Hoffmeister

REPORT OF GENERAL MANAGER

Recognition of Employees of the First Quarter, 2010

General Manager Rick Ramacier recognized the following Employees of the First Quarter, 2010 and presented those in attendance with certificates of appreciation.

- Administration: Hilda Luoma, Executive Secretary
- Maintenance: Tim Bates, Mechanic III
- Transportation: Edgardo Aparacio and Esperanza Cordova-Smith, Transit Operators

Chair Uilkema congratulated and thanked all the employees for their service and dedicated efforts. She felt CCCTA is made better by employees who are honored today.

Recognition of Departing Employees

Mr. Ramacier recognized Walter (Sonny) Gwaltney and Lonnie Jones, Transit Operators, who retired from CCCTA. Chair Uilkema thanked the employees for their service and dedication. She stated that an organization cannot be successful without dedicated employees. She acknowledged the efforts of people who have given so much to CCCTA and commented on how meaningful it is. CCCTA is a public service organization with a mission to fulfill that is as valid today as it was when originally implemented by the Board.

APTA 2010 Annual Meeting, October 3-6, 2010

Mr. Ramacier advised the APTA 2010 Annual Meeting will be held in San Antonio, Texas. The focus of this conference will be on celebrating the 20th anniversary of the Americans with Disabilities Act. In the past, the Chair or his/her designee represents CCCTA at this conference. Chair Uilkema asked that any Board members interested in attending this conference contact staff so arrangements can be made.

REPORT OF STANDING COMMITTEES

Administration and Finance Committee

Support for Clipper Implementation with LAVTA, ECCTA and WCCTA

Director Dessayer advised CCCTA was asked by LAVTA, ECCTA and WCCTA to join them in signing a letter to MTC requesting that the four agencies be given priority for the next scheduled implementation of Clipper. He stated that the A&F Committee wants to be a team player and to

support the other three operators. However, the Committee does not want to be a leader on this project due to a previous experience with a similar fare instrument, the lack of information regarding the full cost of the project, the lack of capital funds for upfront costs, and the lack of information about additional work needed to configure the software for CCCTA's routes and fares. The A&F Committee supports the other operators but does not support being a priority candidate for phase III of the Clipper implementation.

Anne Muzzini, Director of Planning and Marketing, advised a card-reader box would be placed on the existing fare boxes. CCCTA's cost would be to maintain the hardware that is used on the buses, not the software or the server. Mr. Ramacier spoke of the need for CCCTA to be in compliance with MTC's coordination policies to ensure continued eligibility for receipt of TDA funds. MTC has programmed enough capital funds so operators do not have to use local funds for installation of Clipper hardware. He also advised the Board that the actions today are (1) to make a public statement that the Board is committed to Clipper which would allow and direct the Chair to sign the joint letter to MTC, and (2) to support the local suburban operators for a project that is very important to them.

Director Manning felt that, from a customer service point of view, it would be useful for passengers to use one card for fares on CCCTA and other public transit systems, but CCCTA does not have funds for this project. Director Hudson expressed support for Clipper and having the Chair sign the joint letter although he did not want CCCTA to be in front of the priority line. He mentioned that Clipper and other transportation projects are all interlinked with land-use projects. Director Schroder agreed and stated that all forms of transit are interconnected in Europe. Director Dessayer felt Clipper would lead to a single fare in the future because of the software. Director Simmons said he was supportive of the letter and having the Chair sign it. He mentioned that Clipper represents technology three to five years ago as opposed to technology in the next five years. Director Stepper pointed out that one of CCCTA's goals is to increase ridership. She wanted to know how many people would be impacted by Clipper versus those who would take the bus regardless. She agreed that Clipper cannot be the highest priority for CCCTA if it is not bringing more people to ride the bus.

Director Worth stated that she chairs the MTC Operations Committee, which is implementing Clipper. She felt it is important, as part of the regional transportation network, that CCCTA participate in this project. As a participant, CCCTA will benefit from the capital investment of the other operators that are continuing to work out the kinks in the program. Essentially, it is getting less expensive as the system is in place. The biggest barrier is that there are several different fares that the system must process. It has that capability, it is working, and that is why there has been a slow roll out. She anticipates there could be additional funds available by the time CCCTA implements Clipper. She expressed the importance of focusing on the user and how CCCTA can make it easier for riders to participate, especially those who also use transit systems that have Clipper. She is mindful of the financial constraints and believes it is important for MTC to discuss providing resources for the smaller operators who want to participate but don't have the flexibility of fundable resources. She concurs with the decision to participate and the importance of communicating to MTC that CCCTA is concerned about our ability to support the project without additional funding.

Chair Uilkema stated that the Board was generally supportive of the request to sign the letter to MTC but they want to let MTC know that CCCTA is not asking to be first in line to receive Clipper.

MOTION: Director Simmons made a motion to authorize the Chair to sign the letter prepared on behalf of LAVTA, CCCTA, ECCTA, and WCCTA requesting MTC to consider that these operators be included in the next scheduled implementation of Clipper. Director Manning seconded the motion and it was approved.

Aye: Directors Dessayer, Horn, Hudson, Manning, Mitchoff, Schroder, Simmons, Stepper, Uilkema and Worth
No: None
Abstain: None
Absent: Director Hoffmeister

Marketing, Planning and Legislative Committee

DVC Student Pass Proposal

When introducing this item, Director Mitchoff stated it is supported by members of the MP&L Committee. Ms. Muzzini provided an overview of the proposal. She recommended that the Board authorize staff to let DVC staff know what the projected cost will be for the first year and build into the contract a monitoring mechanism to review the ridership and adjust the cost for the second year. Director Mitchoff pointed out that DVC students can use the pass for other trips throughout the day. Because the pass may not be available until next year she asked that staff be given flexibility to adjust the cost for the first year if CCCTA fares increase. Director Schroder noted the cost may increase or decrease when a ridership evaluation is completed. Ms. Muzzini advised the action before the Board today gives staff direction to start the negotiation process with DVC staff. Following that process, a contract recommendation would come back to the Board for consideration.

Director Dessayer said he supports the concept but he felt the projected cost was too low. Responding to a question from Director Horn, Ms. Muzzini advised CCCTA has the capacity on Route 20 to accommodate an increase in ridership to DVC. Director Stepper expressed her support for the project but she was concerned that the realized cost may not cover the projected cost because staff is waiting a year to evaluate the ridership. Directors Mitchoff and Manning mentioned that this pass is expected to increase ridership throughout the CCCTA service area. Director Mitchoff felt DVC students would be willing to pay a fee each semester for the student pass, and some students would be more inclined to use the bus rather than driving to DVC. Director Hudson noted that students attending the San Ramon DVC facility would use Route 35. He felt the projected cost is a good starting point. Because some students would use the pass for local trips, the pass will increase ridership for CCCTA. Director Horn expressed support for free transit, and he suggested CCCTA negotiate a cost that would cover our cost because there is no way to identify the increased cost if ridership is increased 100% out of DVC. At the end of the year, the cost would be evaluated based on ridership.

MOTION: Director Dessayer made a motion to authorize staff to negotiate with DVC staff for the implementation of a DVC student pass on the basis of CCCTA receiving a minimum of \$302,045 as compensation for the first academic year, subject to review of actual usage and adjustment for subsequent years, with the understanding that the contract is subject to final approval by the Board. Director Hudson seconded the motion and it passed.

Aye: Directors Dessayer, Horn, Hudson, Manning, Mitchoff, Schroder, Simmons, Stepper, Uilkema and Worth

No: None

Abstain: None

Absent: Director Hoffmeister

ADVISORY COMMITTEE REPORTS

Citizens Advisory Committee

Harvey Riggs, Chair of the Citizens Advisory Committee, advised the Committee discussed the DVC student pass proposal and asked him to communicate their comments to the Board. Enrollment is up at the Pleasant Hill and San Ramon campuses. Due to cost, some courses are offered at San Ramon and some are offered at Pleasant Hill, making it difficult for students to use public transportation between the two campuses. The CAC asked that consideration be given to more direct or more frequent service between the two campuses. Referring to the direct service between Walnut Creek BART and Bishop Ranch, the CAC felt that DVC staff might be amenable to a similar type of direct service based on cost savings for DVC, such as higher enrollment and better appropriation of teacher assignments. Director Simmons commented that DVC staff would be aware of this situation and they may want to include it in the negotiations. Chair Uilkema thanked Mr. Riggs and the CAC for their analysis and communication to the Board.

Accessible Services Committee: There was no report.

BOARD COMMUNICATION

Chair Uilkema thanked CCCTA staff and Legal Counsel for their assistance this past year. She said she is honored to serve as Chair this year, she enjoys working with the Board and she thanked them for their support and dedication.

CLOSED SESSION

At 10:10 a.m. Chair Uilkema announced the Board would adjourn to closed session to discuss the performance evaluation of the General Manager, pursuant to Government Code Section 54957. The Board reconvened in open session at 10:20 a.m.

OPEN SESSION

Report of Action(s) Taken During the Closed Session

Chair Uilkema reported that the Board met in closed session and reviewed the annual performance evaluation of the General Manager. No action was taken.

ADJOURNMENT

Chair Uilkema adjourned the regular meeting at 10:23 a.m.

Minutes prepared by

Janet Madrigal
Janet Madrigal, Clerk to the Board

September 10, 2010
Date