

# The County Connection

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

## **BOARD OF DIRECTORS MEETING AGENDA**

**Thursday, July 21, 2011  
9:00 a.m.**

**CCCTA Paratransit Facility Board Room  
2477 Arnold Industrial Way  
Concord, California**

The CCCTA 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 June 16, 2011\*
5. Report of Chair
  - a. Report from Nominating Committee for Election of CCCTA Officers
6. Report of General Manager
  - a. Update on State and Federal Legislation
  - b. Attendance at APTA 2011 Annual Meeting & Expo

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\*Enclosure

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Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

7. Report of Standing Committees

a. Administration & Finance Committee  
(Committee Chair: Director Dessayer)

- (1) Transit Security Grant Program Resolution\*  
Resolution No. 2012-001\*  
(The Resolution authorizes requesting an allocation of FY2011  
Proposition 1B California Transit Security Grant Program funds.)

b. Operations & Scheduling Committee  
(Committee Chair: Director Horn)

- (1) Cal State East Bay—Concord Campus Service\*  
Resolution No. 2012-002\*  
(The Resolution authorizes execution of an agreement with Cal State  
University East Bay for evening service on a demonstration basis.)
- (2) Multi-Jurisdictional Local Hazard Mitigation Plan\*  
Resolution No. 2012-003\*  
(The Resolution adopts the Annex to the 2010 Association of Bay Area  
Governments Local Hazard Mitigation Plan, Taming Natural Disasters  
CCCTA.)

8. Report from the Advisory Committee

9. Board Communication

Under this item, Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to committee or staff for information, or requesting a report (on any matter) be made at another meeting.

10. Closed Session

- a. Conference with Labor Negotiator  
, Pursuant to Government Code Section 54957.6  
Designated Negotiator: Pat Glenn, Esq.  
- Teamsters Union Local 856, AFL-CIO
- b. Public Employee Performance Evaluation  
Pursuant to Government Code Section 54957  
Position: General Manager

11. Open Session

- a. Report on Action(s) Taken During the Closed Session

12. Adjournment

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\*Enclosure

## General Information

**Public Comment:** Each person wishing to address the CCCTA Board of Directors is requested to complete a Speakers Card for submittal to the Clerk of the Board before the meeting convenes or the applicable agenda item is discussed. Persons who address the Board are also asked to furnish a copy of any written statement to the Clerk.

Persons who wish to speak on matters set for Public Hearings will be heard when the Chair calls for comments from the public. After individuals have spoken, the Public Hearing is closed and the matter is subject to discussion and action by the Board.

A period of thirty (30) minutes has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Board. Each individual will be allotted three minutes, which may be extended at the discretion of the Board Chair.

**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.CCCTA.org](http://www.CCCTA.org).

**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 the Board Clerk, Janet Madrigal, at 2477 Arnold Industrial Way, Concord, CA 94520 or [madrigal@cccta.org](mailto:madrigal@cccta.org).

**Shuttle Service:** With 24-hour notice, a CCCTA LINK shuttle can be available at the North Concord BART station for individuals who want to attend the Board 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.

### Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, August 18, 9:00 a.m., CCCTA Board Room
Administration & Finance:	Wednesday, August 3, 3:00 p.m., Pleasant Hill City Offices
Advisory Committee:	Friday, September 9, 9:30 a.m., CCCTA Board Room
Marketing, Planning & Legislative:	Thursday, August 4, 8:30 a.m., Walnut Creek City Offices
Operations & Scheduling:	Friday, August 5, 9:00 a.m., Supervisor Uilkema's Lamorinda Office

**The above meeting schedules are subject to change. Please check the CCCTA Website ([www.CCCTA.org](http://www.CCCTA.org)) or contact CCCTA staff at 925/676-1976 to verify date, time and location prior to attending a meeting.**

**This agenda is posted on CCCTA's Website ([www.CCCTA.org](http://www.CCCTA.org)) and at the CCCTA Administrative Offices, 2477 Arnold Industrial Way, Concord, California**

# The County Connection

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Agenda Item No. 4.a.

## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

June 16, 2011

#### CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

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

Staff: Ramacier, Chun, Barrientos, Burdick, Casenave, Churchill, Gray, Madrigal, Mahavongtrakul, Mitchell and Muzzini

#### PUBLIC COMMUNICATION

##### Letter from Matthew Farnitano Regarding Improvements in CCCTA Service

Director Uilkema stated that she received the letter from Mr. Farnitano and she appreciated his interest in CCCTA's services. She asked that staff respond to his comments. Board Members commented on bus signage and it was suggested that staff consider posting signage on bus stop signs indicating there is no Saturday service. Rick Ramacier, General Manager, advised more information about a route and schedule is posted at bus stops that are more heavily used. He will bring more information regarding signage to the O&S Committee.

#### PUBLIC HEARING: CCCTA FY2012 OPERATING AND CAPITAL BUDGET

Vice Chair Worth opened the public hearing at 9:08 a.m. to receive public input regarding the CCCTA FY2012 operating and capital budget. Kathy Casenave, Director of Finance, advised the public hearing was properly noticed in the *Contra Costa Times* informing the public that a meeting on this subject would be held. She briefly outlined the proposed FY2012 budget. The operating and capital budget is \$44,886,328. The operating budget of \$32,544,296 is funded 68% with local funds, 15% from the farebox and special fare revenues, 15% with federal funds and 2% with other revenue. The operating budget will support approximately 217,000 revenue hours of fixed-route service and 86,000 revenue hours of LINK service. Vice Chair Worth asked for comments from the public. No comments were received, and the public hearing was closed at 9:10 a.m.

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Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

## **CONSENT CALENDAR**

Director Simmons asked that Item No. (e), Approval of Advisory Committee Transition Plan and Roles & Functions, be removed from the Consent Calendar for discussion by the Board. The following motion was made for the remaining items on the Consent Calendar.

**MOTION:** Director Horn moved approval of the following items on the Consent Calendar: (a) Approval of Minutes of Regular Meeting of May 19, 2011; (b) CCCTA Investment Policy—Quarterly Reporting Requirement; (c) Adoption of Gann Appropriations Spending Limitation for FY2012 and Resolution No. 2011-014; and (d) Third Party Administrator for Workers Compensation Claims and Resolution No. 2011-016. Director Manning seconded the motion and it received the following vote of approval.

Aye: Directors Andersen, Dessayer, Horn, Manning, Simmons, Uilkema, Weir and Worth  
No: None  
Abstain: None  
Absent: Directors Hoffmeister, Hudson and Schroder

### **Approval of Advisory Committee Transition Plan and Roles & Functions**

Director Simmons inquired about the number of CCCTA Advisory Committee members who would constitute a quorum at their meetings and the selection of one representative by a jurisdiction when two individuals serve from that jurisdiction. Board consensus was that a quorum would be constituted by the attendance of one Committee member and that a majority vote of the Committee members present at that meeting is required to adopt an action. During the transition period, jurisdictions have flexibility to decide which one of its two representatives will continue to serve on the Committee when the term expires for one representative.

**MOTION:** Director Simmons moved approval of the Transition Plan and Roles and Functions of the CCCTA Advisory Committee. The motion was seconded by Director Horn and it was approved as recorded by the following vote.

Aye: Directors Andersen, Dessayer, Horn, Manning, Simmons, Uilkema, Weir and Worth  
No: None  
Abstain: None  
Absent: Directors Hoffmeister, Hudson and Schroder

## **REPORT OF CHAIR**

### **Appointment of Nominating Committee for Election of CCCTA Officers**

Vice Chair Worth advised Chair Hudson appointed the last three CCCTA Board Chairs, consisting of himself and Directors Uilkema and Manning, to serve on the Nominating Committee for Election of CCCTA Officers. The Committee will present its recommendations at the July Board meeting.

## **REPORT OF GENERAL MANAGER**

### **Recognition of Employees with 20 Years of Service**

Mr. Ramacier recognized Thasanai Mahavongtrakul and Oscar Palicte for their twenty years of service and presented those in attendance with a certificate of appreciation. Board Members expressed appreciation for their service.

## **Recognition of Departing Employee**

Mr. Ramacier recognized Sharon Grant-Roscher for her twenty-one years of service.

## **State Budget Update**

Mr. Ramacier provided a brief update on the state budget. He will apprise the Board of new developments when they occur.

(Director Hoffmeister arrived.)

## **REPORT OF STANDING COMMITTEES**

### **Administration & Finance Committee**

#### FY2012 Proposed Budget and FY2011 Estimated Actual

Director Dessayer stated that the A&F Committee made some minor changes to the FY2012 budget as recommended by the Board in its preliminary review of the draft budget. Based on efforts to keep expenses down and new funding projections, CCCTA will have positive cash flow through FY2015.

**MOTION:** Director Dessayer moved approval of Resolution No. 2011-015 which adopts the final CCCTA FY2012 operating and capital budget. Director Manning seconded the motion and it passed with the following vote of approval.

Aye: Directors Andersen, Dessayer, Hoffmeister, Horn, Manning, Simmons, Uilkema,  
Weir and Worth  
No: None  
Abstain: None  
Absent: Directors Hudson and Schroder

#### Pacheco Transit Center

Director Dessayer stated that this is an informational item regarding the Pacheco Transit Center. He noted that there is community support for this project and CCTA and the City of Martinez expressed an interest in completing the project. The A&F Committee recommends that staff continue working with those two agencies for the purpose of having one of them designated as the lead agency for the project.

Scott Mitchell, Director of Maintenance, provided background information and the current status of this project. Multiple agencies are involved on the project, including Caltrans and CCTA. The project is evolving, and changes were required in the original scope of work for Nolte & Associates, the architectural and engineering firm that is preparing the storm water report and a set of approved plans. When changes were made, Nolte & Associates came to CCCTA for additional funding to do the work. Nolte & Associates has requested another \$65,000 to complete the planning documents. Since CCCTA has reached the end of the Board's authorization to expend funds on this project, staff is not requesting additional funds at this time.

Mr. Ramacier advised there is strong interest in doing this project, as expressed by staff at CCTA and the City of Martinez. They recognize that the project is getting complicated largely because of involvement and changes made by Caltrans. If one of these agencies becomes the lead agency, an agreement between that agency and CCCTA will be developed and the grant funds secured by CCCTA will be transferred to that agency. Vice Chair Worth asked that any transfer of lead agency responsibility provides CCCTA with a central voice with ensuring that the project meets our needs. She noted this is an informational item and the Board supports the recommendation of the A&F Committee.

## **Operations & Scheduling Committee**

### Fluid Applied Roofing Contract

Director Horn said this construction project is for a fluid applied roofing contract. Four bids were received, and the lowest responsible and responsive bid was from D. C. Taylor Company. Color chips were distributed and the Board commented on the colors and properties of the coating material. Mr. Mitchell advised the material has insulating properties and it is an environmental coating. Director Horn advised the coating material is designed with an acrylic resin that chalks over time because of the reaction of the UV rays. When it chalks, it is removable by rain. Over time, the coating is thinner but the roof has a clean appearance after it rains. By definition, the runoff is not a hazardous waste substance.

**MOTION:** Director Horn made a motion to approve Resolution No. 2011-017 which authorizes award of contract for the fluid applied roofing project to D. C. Taylor Company. The motion was seconded by Director Dessayer, and it was approved.

Aye: Directors Andersen, Dessayer, Hoffmeister, Horn, Manning, Simmons, Uilkema, Weir and Worth  
No: None  
Abstain: None  
Absent: Directors Hudson and Schroder

### Bus Shelter Status Report

Director Horn stated that this is an informational item from the O&S Committee. Anne Muzzini, Director of Planning and Marketing, advised this item relates to prior Board discussions regarding bus shelters. CCCTA has two kinds of shelters—advertising and nonadvertising. The jurisdictions make decisions about the type of shelter, and they have agreements with CBS Outdoor for advertising. The jurisdictions determine where they want to place the shelters and issue the encroachment permits. CBS Outdoor pays for the shelters and sells advertising per approval by the jurisdictions. Most of the nonadvertising shelters are the bunker style or aluminum construction. Staff applied for a Caltrans grant to improve bus stop accessibility, and there may be funding available from other sources for that purpose. Staff created a list of the top twenty-five bus stops in the system that are not located at BART stations or major transfer locations. The purpose is to determine what staff can do now without additional funding to improve these bus stops. In some cases, staff will be working with the jurisdictions or CBS Outdoor to upgrade or replace existing shelters or to install additional shelters

Director Hoffmeister noted that some of the bunker style shelters are in good condition and have been kept for a particular reason, such as community support. The City of Concord supports shelters and benches that discourage graffiti and people sleeping on the benches. Some of the CBS Outdoor shelters do not protect riders from the rain. Responding to a question from Director Weir regarding safety and liability considerations in the evaluation of bus stops, Madeline Chun, Legal Counsel, briefly explained the concept of design immunity whereby a public agency would evaluate and make a reasonable assessment and decision as to available alternatives and create a record for the decision based upon safety and other evaluation factors.

Mr. Ramacier advised CCCTA defers to the local jurisdictions for determining the locations of shelters. Those jurisdictions that have contracted with CBS Outdoor receive more shelters and they negotiate with the advertiser where the shelters are located. Other jurisdictions have not gained new shelters unless an organization has provided them. The list included in the staff report proposes where shelters might be considered for placement based on a ridership perspective if staff pursued a program on top of what CCCTA is already doing. There is no recommendation today to do that. If staff pursues a list of this type in the future, safety will be one of the considerations. Director Hoffmeister pointed out that there are some bus stops that have maintenance issues, such as unused poles and lack of continuous sidewalks and curb cuts.

Director Uilkema commented that the discussion started with the APTA Annual Meeting & Expo and CCCTA's image as an agency. In the past, various shelters were available for viewing at the APTA Expo that may be affordable and help improve CCCTA's image. She suggested that the jurisdictions consider requiring upgrades to bus stops and shelters when designs are reviewed for construction of new buildings and major renovations. Ms. Muzzini advised staff reviews plans submitted by the jurisdictions and makes recommendations for passenger waiting areas and shelters when they will benefit riders in the community.

**REPORT FROM THE ADVISORY COMMITTEE**

There was no report.

**BOARD COMMUNICATION**

There was no further communication from the Board.

**ADJOURNMENT**

Vice Chair Worth adjourned the regular meeting at 9:50 a.m.

Minutes prepared by

Janet Madrigal  
Janet Madrigal, Clerk to the Board

July 14, 2011  
Date



**Inter Office Memo****To:** Board of Directors**Date:** July 11, 2011**From:** Anne Muzzini, Director of Planning and Marketing**Reviewed By:** *AM**AM***SUBJECT: Transit Security Grant Program Resolution****SUMMARY OF ISSUES:**

The California Emergency Management Agency administers Prop. 1B funds for the purpose of implementing transit security projects. The Transit Security Grant Program (TSGP) has allocated \$116,919 in funding each year to CCCTA for capital projects related to security. Last year the A&F Committee and the Board authorized a grant application for perimeter security improvements although there were some doubts raised. This year staff is asking for approval to submit a claim for the same project scope.

The perimeter security project was identified as it had a lot of flexibility within it. For instance facility lighting, fencing, gates, and cameras could all be captured within the scope.

Staff anticipates that the Committee will want to review the options and priorities for transit security funding before spending any more on perimeter security but asks that this resolution be approved to keep funds flowing. A revision of the scope can be made after grant approval.

The 2009 and 2010 funds, (\$116,919 each year) have not been spent and the scope for these year's funds can be modified if the Board chooses.

Staff will bring back a complete report on transit security funding and security projects so that the committee and board will have an opportunity to revise the program.

**RECOMMENDATIONS:**

The A&F Committee recommends that the Board adopt the attached resolution authorizing the submittal of an allocation request for 2011 TSGP funds for perimeter security enhancement.

**ATTACHMENT:**

Resolution of authorization for TSGP Funds

**RESOLUTION NO. 2012-001**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
BOARD OF DIRECTORS**

\* \* \*

**AUTHORIZATION TO REQUEST AN ALLOCATION OF  
FISCAL YEAR 2011 PROPOSITION 1B CALIFORNIA TRANSIT  
SECURITY GRANT PROGRAM FUNDS**

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 California Transit Security Grant Program (CTSGP) is a funding program that is part of the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, otherwise known as Proposition 1B, which was approved by California voters on November 7, 2006; and

WHEREAS, funds from the CTSGP are to be made available to project sponsors in California for capital security and safety transit projects; and

WHEREAS, the State Controller develops an annual list with the amounts that each eligible project sponsor is programmed to receive; and

WHEREAS, in Fiscal Year (FY) 2011, the Central Contra Costa Transit Authority is programmed to receive \$116,919; and

WHEREAS, staff recommends that the Board authorize the General Manager, or his designee, to submit an allocation request to the California Emergency Management Agency (CalEMA) and any other documents required to receive a total of \$116,919 in FY11 CTSGP funds for perimeter security enhancement.

NOW THEREFORE, BE IT RESOLVED by the CCCTA Board of Directors that the General Manager, or his designee, is authorized to submit an allocation request to CalEMA and any other documents required to receive a total of \$116,919 in FY 11 CTSGP funds for perimeter security enhancement; and

BE IT FURTHER RESOLVED that the General Manager, or his designee, is authorized to execute and file any assurances, certification, or furnish any additional information as CALEMA may require in connection with the filing of this allocation request.

Regularly passed and adopted this 21<sup>st</sup> day of July 2012, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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David E. Hudson, Chair, Board of Directors

ATTEST:

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Janet Madrigal, Clerk to the Board

**Inter Office Memo****To:** Board of Directors**Date:** July 11, 2011**From:** Laramie Bowron, Manager of Planning**Reviewed By:** *Putz***SUBJECT:** Cal State East Bay – Concord Campus Service

**SUMMARY OF ISSUES:** Planning staff was approached by and met with a representative from Cal State East Bay's Concord campus regarding their interest in implementing bus service to serve students enrolled in evening classes during the school year. The service would run between the campus, located west of Clayton rd. on Ygnacio Valley rd., and the Concord BART Station between 6:00pm and 10:30pm four days/week.

Staff explored options including re-routing a portion of Rt. 10 to serve the campus during weekday hours as well as implementing a LINK operated shuttle service similar to Rt. 250 serving St. Mary's College.

Staff relayed the service plans to Cal State representatives who expressed interest in subsidizing the LINK operated option. Discussions will be put on hold however until early July in order to obtain Cal State director approval.

**RECOMMENDATIONS:** Staff recommends pursuing negotiations and entering into an agreement with California State University East Bay to provide a LINK operated shuttle on a demonstration basis for 2 academic quarters (22 weeks). CCCTA and Cal State University representatives will monitor service to determine its long-term viability.

**ACTION REQUESTED:** The O&S Committee recommends the adoption of a resolution authorizing the General Manager to enter into an agreement with California State University East Bay to provide the above service.

**ATTACHMENT A:** Cost breakdown of the service options presented to Cal State East Bay Representatives.

## Attachment A:

Cal State East Bay Service Options
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Routing	Revenue Hours	Platform Hours	Revenue Miles	Cost/Hour	Total Demo Cost
Current Rt. 10 (No Service)	33.47	39.54	455.8	\$97.69	\$339,914.31
LINK Shuttle	2.3	5.4	42.8	\$52.60	\$10,646.24
Modified Rt. 10 (CCCTA Portion)	30.11	35.13	396.7	\$97.69	\$302,002.77
Modified Rt. 10 (Cal State Portion)	5.36	7.52	79.2	\$97.69	\$64,647.33

*Note: Cells highlighted in green represent Cal State University's share of the operating cost.*

**RESOLUTION NO. 2012-002**

**Central Contra Costa Transit Authority  
Board of Directors**

\*\*\*

**Authorizing the General Manager to Execute an Agreement  
With Cal State University East Bay  
For Evening Service on a Demonstration Basis**

**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**, CCCTA has determined that it is in the public interest and within the scope of CCCTA's powers to provide public mass transportation services connecting the Cal State University East Bay—Concord campus and the Concord BART station; and

**WHEREAS**, Cal State University East Bay has expressed interest in entering into an agreement whereby Cal State University East Bay would pay for a LINK operated shuttle to the Concord campus in the evenings for four days a week on a demonstration basis for two academic quarters commencing in Fall 2011.

**NOW, THEREFORE, BE IT RESOLVED** by the Central Contra Costa Transit Authority Board of Directors that the General Manager, or his designee, is authorized to negotiate and execute an agreement with Cal State University East Bay to provide LINK operated shuttle service on a demonstration basis in a form approved by Legal Counsel, provided that the compensation paid by Cal State University East Bay and fare revenue will be adequate to cover CCCTA's operating costs.

Regularly passed and adopted this 21<sup>th</sup> day of July 2011 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
David E. Hudson, Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Janet Madrigal, Clerk to the Board

Inter Office Memo

To: Board of Directors  
From: Sharon Porter, Manager of Safety & Training  
Reviewed By: *SK*

Date: July 14, 2011

**Multi-Jurisdictional Local Hazard Mitigation Plan**

**SUMMARY OF ISSUES:**

CCCTA is recognized by the State of California, the Bay Area Region and Contra Costa County as a significant resource in hazard mitigation and has been part of the process in developing Emergency Operation Centers (EOC) throughout the region. CCCTA staff has received significant training in setting up and running an EOC and has participated in numerous region wide disaster exercises to hone those skills.

In an effort to ensure the viability of identified EOC's, ABAG in conjunction with MTC led a region wide planning process to identify the various potential hazards that may impact the Bay Area. This planning process also identified potential facility enhancements for each participant to help mitigate identified hazards. CCCTA participated in this region wide planning process and has received an Annex to the 2010 Association of Bay Area Governments Local Hazard Mitigation Plan (please see attached document). This Annex for CCCTA has identified several potential projects for facility improvements that will enhance CCCTA's ability in helping to mitigate disasters in the Bay Area.

ABAG is seeking to have the CCCTA Board of Directors approve the attached Annex by resolution at their next meeting. Approval of this Annex will provide CCCTA with the opportunity to apply for non-transit federal funds for making improvements identified in the Annex. Approval of the Annex does not require CCCTA to apply for these funds or to complete the identified projects; rather it merely affords the Authority the opportunity to exercise the option should the Board deem any of the projects worthy of pursuing.

**RECOMMENDATIONS:** The O&S Committee recommends the Board approve this item.

**FINANCIAL IMPLICATIONS:** None

**OPTIONS:**  
1) Support the O&S Committee recommendation  
2) Other action as determined by the Board

**ATTACHMENTS:**  
Annex to 2010 Association of Bay Area Governments  
Local Hazard Mitigation Plan Taming Natural Disasters  
Central Contra Costa Transit Authority  
Resolution No. 2012-003

**RESOLUTION NO. 2012-003**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
BOARD OF DIRECTORS**

**\* \* \***

**Approves the Annex to the 2010 Association of Bay Area Governments  
Local Hazard Mitigation Plan Taming Natural Disasters  
Central Contra Costa Transit Authority**

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, CCCTA is recognized by the State of California, the Bay Area Region and Contra Costa County as a significant resource in hazard mitigation and has been part of the process in developing Emergency Operation Centers (EOC) throughout the region; and

WHEREAS, in an effort to ensure the viability of identified EOC's, ABAG in conjunction with MTC led a region wide planning process to identify the various potential hazards that may impact the Bay Area; and

WHEREAS, this planning process also identified potential facility enhancements for each participant to help mitigate identified hazards in the Annex to the 2010 Association of Bay Area Governments Local Hazard Mitigation Plan Taming Natural Disasters ("Annex"); and

WHEREAS, this Annex for CCCTA has identified several potential projects for facility improvements that will enhance CCCTA's ability in helping to mitigate disasters in the Bay Area; and

WHEREAS, approval of this Annex will provide CCCTA with the opportunity to apply for non-transit federal funds for making improvements identified in the Annex.

NOW, THEREFORE, BE IT RESOLVED that the Central Contra Costa Transit Authority Board of Directors hereby approves the Annex to the 2010 Association of Bay Area Governments Local Hazard Mitigation Plan Taming Natural Disasters Central Contra Costa Transit Authority; and



BE IT FURTHER RESOLVED that the General Manager, or his designee, is hereby authorized to apply for non-transit federal funds for projects named in the Annex should the Board deem the projects worthy of pursuit.

Regularly passed and adopted this 21<sup>st</sup> day of July 2011, by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

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David E. Hudson, Chair, Board of Directors

ATTEST:

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Janet Madrigal, Clerk to the Board

Annex to 2010 Association of Bay  
Area Governments  
Local Hazard Mitigation Plan  
*Taming Natural Disasters*

Central Contra Costa Transit  
Authority

# Central Contra Costa Transit Authority

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# Central Contra Costa Transit Authority

## Introduction

Central Contra Costa Transit Authority (CCCTA) is a joint powers agency of 11 jurisdictions, including: the cities of Clayton, Concord, Lafayette, Martinez, Orinda, Pleasant Hill, San Ramon, Walnut Creek; the towns of Danville and Moraga; and the unincorporated areas of central Contra Costa County.

CCCTA operates County Connection and serves a dynamic and diverse modern suburban area that is geographically spread out. Serving such an area is both challenging and rewarding. CCCTA patrons are ethnically and economically diverse, and often transit dependent. Without CCCTA services, many central Contra Costa County residents would have no transportation available for work, school, medical appointments or to take advantage of recreational opportunities. For them CCCTA is a life sustaining service!

CCCTA is overseen by an 11-member Board of Directors, and provides both fixed-route and ADA paratransit services.

The proposed operating budget for 2011 includes over \$25,667,206 for fixed route and over \$5,992,340 for paratransit. The annual ridership is 5 million total for both services. The fleet includes 131 fully accessible buses and 58 passenger vans for paratransit services.

## The Regional Planning Process

CCCTA participated in the regional process led by ABAG workshops, conferences, and meetings in conjunction with the monthly meetings of the Metropolitan Transportation Commission. As part of this lengthy and comprehensive process, CCCTA participated in

- Two Transportation Response Plan (TRP) Steering Committee meetings held to solicit input from transit operators and other interested agencies, and
- The Transit Workshop on February 12, 2009 to review draft mitigation strategies and reach consensus on priorities for mitigation.

For more information on these meetings and for rosters of attendees, please see Appendix A and H in the ABAG Multi-Jurisdictional Local Hazard Mitigation Plan 2010 (MJ-LHMP). In addition, CCCTA has provided oral comments on the multi-jurisdictional plan and provided information on facilities that are defined as “critical” to ABAG.

## The Local Planning Process

Representatives from five CCCTA departments met on a two occasions specifically to identify and prioritize appropriate mitigation strategies. Personnel involved in these meetings included the Director of Planning, the Manager of Safety and Training, the Director of Transportation, the Manager of Procurement, and the Facilities Superintendent. At the first meeting, the strategies that should be assigned a priority were identified, as well as the department responsible for implementing each strategy. At the second meeting, the draft priorities were assigned. Typically, each person was responsible for communicating existing efforts and thoughts on

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appropriate future action in their area of expertise. Finally, the draft priorities listing was provided to the five-member program team so that they could review the strategy priorities with the specific members of their department responsible for implementing them, as well as to review preliminary budgets and potential funding sources for strategies designated as "High" priority. The Director of Planning, for example, discussed the strategies with marketing staff and the Facilities Superintendent obtained input from the Director of Operations.

## ***Review and Incorporation of Existing Information***

This process involved consideration of both the hazard and risk information developed by ABAG and discussed in the overall multi-jurisdictional Local Hazard Mitigation Plan, as well as the assessments of the age and construction type of structures owned by CCCTA and described on page 5. These meetings also discussed the Business Plan and Capital Improvements Plan already in place at CCCTA, as well how these plans could be best integrated.

## ***Process for Updating Plan Sections***

CCCTA did not participate in the 2005 multi-jurisdictional Local Hazard Mitigation Plan. Thus, none of the sections in this Annex are updates of a prior Annex. .

## ***Public Meetings***

The public had two opportunities to comment on the draft Annex.

- (1) An opportunity for public comments on the DRAFT mitigation strategies was provided at a public meeting on September 22, 2009 at a publicly noticed workshop jointly held by MTC, ABAG, and several transit districts and advertised on the websites of ABAG, MTC, and several transit districts. No public comments were received from either the meeting or the internet posting.
- (2) The Draft Annex Strategies have been posted on both the ABAG website for several months. No comments have been received. The Draft Annex itself is being posted on the ABAG website and the CCCTA website for comment from January 15-January 31 providing the public with an additional opportunity to comment. Any comments received will be incorporated into the Annex.

The CCCTA Board will adopt the plan in a public meeting via an official Resolution upon approval by FEMA. The mitigation strategies will be integrated into the Emergency Operations Plan and Capital Improvement Plan of CCCTA.

CCCTA is committed to improving public participation when this plan is updated in five years. To improve this process, CCCTA will consider writing letters to the editor of local newspapers in its service area to promote wider public knowledge of the process.

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## Hazard and Risk Assessment

The ABAG multi-jurisdictional Local Hazard Mitigation Plan, to which this is an Annex, lists nine hazards that impact the Bay Area, five related to earthquakes (faulting, shaking, earthquake-induced landslides, liquefaction, and tsunamis) and four related to weather (flooding, landslides, wildfires, and drought). All of these impacts CCCTA's planning region. However, in CCCTA's role as a transit agency, drought has no impact on the provision of transportation services. All relevant reports developed by CCCTA have been incorporated into this plan. No additional reports describe the hazard or risk to the CCCTA service area.

CCCTA owns four critical facilities at its headquarters location at 2247 Arnold Industrial Way in Concord, including an office building, maintenance building, fuel island, and paratransit building.

**Earthquake:** None of these facilities are in an Alquist-Priolo Fault Rupture Study Zone. However, they are all in the next to highest tier of earthquake shaking potential. All of these facilities are in areas of low to very low liquefaction susceptibility mapped by the U.S. Geological Survey; the areas have not been evaluated for liquefaction susceptibility by the California Geological Survey. While the areas in which these facilities are located also have not been evaluated for earthquake-generated landslides, the areas are flat and this should not be a concern.

**Tsunami:** The December 2009 version of the CalEMA tsunami evacuation planning maps indicated that none of the CCCTA facilities are in this area.

**Flooding:** None of these facilities are in the 100-year flood plain or in other flood-prone areas.

**Landsliding:** None of these facilities are in an area of existing landslides.

**Wildfire:** None of these facilities are in an area subject to high wildfire threat, but one (the Franklin facility) is in a wildland-urban interface threat area.

**Dam Failure Inundation:** None of these facilities are in an area subject to dam inundation.

**Delta Levee Failures:** The CCCTA facilities are not in an area protected by Delta levees.

**Drought:** The operations of CCCTA are not significantly impacted by drought conditions.

**Hazards Conclusion:** The only significant hazards to these facilities are earthquake shaking and a potential for wildland-urban interface fire. This conclusion was based on the hazard exposure information for CCCTA's facilities, as well as past occurrences of disasters impacting the CCCTA service area described in the following section.

**Risk Assessment:** The buildings at the Concord facility are all relatively new, having been constructed between 1985 and 1991. However, because these buildings are braced steel frame constructed before the design changes following the Northridge earthquake, damage to these buildings may occur in a major earthquake. Buildings essential for occupancy after an earthquake due to the presence of an EOC or communications equipment are of greatest concern. Damage to underground fuel tanks is less likely, but also a concern.

Finally, roadway damage in CCCTA's service area may result in disruptions of service that may necessitate rapid and continuing communication with buses that may be disrupted due to damaged communications equipment or to the buildings in which this equipment is housed.

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## ***Repetitive Loss Properties***

The CCCTA buildings are not repetitive loss properties for flooding.

## **Past Occurrences of Disasters (natural and human-induced)**

The Loma Prieta Earthquake of 1989 is an example of the kind of large-scale disaster which can strike the Bay Area. It killed 63 persons, injured 3,757, and displaced over 12,000 persons. With over 20,000 homes and businesses damaged and over 1,100 destroyed, this quake caused approximately \$6 Billion of damage. Reconstruction continues some two decades later as the replacement for Oakland-Bay Bridge is still several years from completion.

More information on State and Federally declared disasters in Contra Costa County and the CCCTA service area can be found at <http://quake.abag.ca.gov/mitigation/ThePlan-D-Version-August10.pdf>

The CCCTA service area has experienced a number of different disasters over the last 50 years, including numerous earthquakes, floods, droughts, wildfires, energy shortages, landslides, and severe storms. In addition to the declared disasters noted in Appendix D, the two most locally significant incidents that have impacted CCCTA in the last several years include:

- The Loma Prieta Earthquake in October 1989 was a magnitude 6.9 earthquake whose most spectacular result near the CCCTA service area was the partial collapse of the Oakland-San Francisco Bay Bridge and the Cypress freeway. CCCTA provided bus bridges from the Concord, Pleasant Hill, and Walnut Creek BART Stations to the Oakland Ferry, as well as to Bayfair Mall in San Leandro.
- As a result of the Oakland Hills Fire of 1991, CCCTA also provided emergency transportation in the form of bus bridges from the Concord, Pleasant Hill, and Walnut Creek BART Stations to Bayfair Mall in San Leandro.

## **National Flood Insurance Program**

As transit agency, CCCTA is not eligible to participate in the National Flood Insurance Program (NFIP).

## **Mitigation Goals and Objectives**

The goal of the ABAG MJ-LHMP is to maintain and enhance a disaster-resistant region by reducing the potential for loss of life, property damage, and environmental degradation from natural disasters, while accelerating economic recovery from those disasters. This goal is unchanged from the 2005 plan and continues to be the goal of CCCTA in designing its mitigation program.

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The specific goals of the mitigation program of CCCTA are consistent with this goal. They are to:

- Ensure the safety and security of CCCTA's employees and passengers
- Minimize disruption of service to CCCTA's passengers
- Minimize damage and loss of CCCTA's equipment and buildings
- Speed recovery from any disruption to provide service to CCCTA's passengers as quickly as possible

## **Mitigation Activities and Priorities**

### ***Existing Mitigation Activities***

CCCTA was not a participant in the 2005 ABAG-led Local Hazard Mitigation Plan. However, CCCTA has been committed to hazard mitigation for many years.

CCCTA has utilized, and will continue to utilize, the latest code standards during the design and construction of any future buildings or facilities.

### ***Future Mitigation Actions and Priorities***

As a participant in the 2010 ABAG multi-jurisdictional planning process, the staff of CCCTA helped in the development and review of the comprehensive list of mitigation strategies in the overall multi-jurisdictional plan.

However, the decision on specific priorities for CCCTA was made the team identified in the section on the Planning Process, and reviewed by CCCTA's General Manager. The decision on the priority was made based the hazards and risks present in the CCCTA service area, as well as the hazards and risks specific to CCCTA facilities, and past occurrences of natural disasters. The priority decisions were based on a variety of criteria, not simply on an economic cost-benefit analysis. These criteria include being technically and administratively feasible, politically acceptable, socially appropriate, legal, economically sound, and not harmful to the environment or our heritage. The decision was also made to best leverage the implementation mechanisms available to CCCTA, including the Capital Improvements budget and the Emergency Operations Plan.

Representatives from multiple departments then met to review progress on the mitigation, to identify and prioritize additional mitigation strategies to be a specific focus for the 2010-2015 periods. These draft priorities will be then reviewed by CCCTA's General Manager. The draft priorities will be provided to the CCCTA Board for adoption pending approval of this LHMP by FEMA.

The CCCTA Planning Department staff also prioritized specific LHMP mitigation tasks for the next 5 years. The highest priority for CCCTA during the next five years is to have an upgraded



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communication system to ensure that bus drivers can be contacted and buses rerouted more smoothly when the transportation network is disrupted.

This list includes implementation process, funding strategy, and responsible agency. The full list is included as an attachment to this Annex. In particular, CCCTA plans to focus on obtaining funding to ensure that:

- CCCTA will continue to upgrade and anchor its nonstructural systems (GOVT a-4). The leads on the strategy are Safety, Planning, and IT.
- CCCTA will continue to assess the structural integrity of CCCTA facilities (GOVT a-1 and INFR a-1) and perform any needed upgrades are handled as part of maintenance (GOVT a-2 and INFR a-4). The leads on this strategy are Planning and Operations.
- CCCTA is currently seeking funding to have a back-up mobile emergency operations center (INFR a-21, GOVT c-9, and GOVT c-7). The leads on this strategy are the Safety Manager and the Facilities Manager. The estimated cost is \$200,000.
- CCCTA staff have taken ATC-21 training and others to ensure that facilities are inspected so that it can respond quickly as necessary and appropriate after an incident (INFR f-1). This task is led by Maintenance. Funding may be needed if upgrades are needed. The need for future funding is currently under study.

The timetable for these strategies is 5-10 years, depending on the economic recovery of the Bay Area.

The specific strategy priorities of CCCTA are included in the CCCTA spreadsheet attached to this LHMP.

## **Incorporation into Existing Planning Mechanisms**

CCCTA has, and will continue to use, a variety of project-specific mechanisms to ensure that the projects and mitigation strategies identified as existing or having relatively high priorities in this LHMP Annex are implemented. CCCTA will incorporate the goals, objectives and strategies identified in this annex in the annual Capital Improvement Program, as well as into the Emergency Operations Plan.

As shown in the attached list, CCCTA's specific mitigation strategies and priorities will be implemented as part of the Authorities' annual Emergency Operations Plan and Capital Improvements Plan. The Emergency Operations Plan outlines equipment needs in an emergency and operations procedures, while the Capital Improvement Plan identifies the overall budgeting needed for major facilities improvements over a ten-year period. There are no other planning mechanisms available to CCCTA that are appropriate to incorporate this plan.

Thus, for example, CCCTA has identified a need to improve communications. The Emergency Operations Plan supports this need as integral to the mission of CCCTA, while the Capital Improvements Plan is the funding mechanism for processing the request. CCCTA is looking at the Capital Improvement Program for minor upgrades of the communication system, but also is

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in the process of seeking grant funds and preparing grant applications for the larger communication system needed.

CCCTA is also looking for funding from a grants process to hire a structural engineering firm to reevaluate the structural integrity of its Concord facility. This assessment would include both the buildings and tanks. The cost of any needed upgrades can only be estimated following the initial assessment.

The final strategies and Annex will be adopted in the same resolution adopting the overall LHMP on following Approval Pending Adoption by FEMA.

Ongoing integration of the policies and programs identified in this Local Hazard Mitigation Plan will occur at CCCTA within the Planning Department.

CCCTA will continue to work with MTC and the transit districts in the Bay Area to encourage them to adopt the Local Hazard Mitigation Plan and to ensure that these mitigation plans are incorporated into an overall regional planning process.

## **Plan Update Process**

As required Disaster Mitigation Act of 2000, CCCTA will update this plan annex at least once every five years, by participating in a multi-agency effort with ABAG and other agencies to develop a multi-jurisdictional plan.

The Planning Department will ensure that monitoring of this Annex will occur. The plan will be monitored on an on-going basis. However, the major disasters affecting the CCCTA service area, legal changes, notices from ABAG as the lead agency in this process, and other triggers will be used. For example, if a structural engineer determines that a major risk exists at more or more buildings or tanks at the CCCTA Concord facility, the priority associated with upgrading those facilities will be re-evaluated. Finally, the Annex will be a discussion item on the agenda of the meeting of department heads at least once a year in April. At that meeting, the department heads will focus on evaluating the Annex in light of technological and political changes during the past year or other significant events. The department heads will be responsible for determining if the plan should be updated.

CCCTA is committed to reviewing and updating this plan annex at least once every five years, as required by the Disaster Mitigation Act of 2000. The Planning Department will contact ABAG four years after this plan is approved to ensure that ABAG plans to undertake the plan update process. If so, the agency again plans to participate in the multi-jurisdictional plan. If ABAG is unwilling or unable to act as the lead agency in the multi-jurisdictional effort, other agencies will be contacted, including the County's Office of Emergency Services. Counties and agencies should then work together to identify another regional forum for developing a multi-jurisdictional plan.

CCCTA is committed to public participation. All CCCTA Board meetings are open to the public and the public is invited to comment on items on the Board Agenda. The public will continue to

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be involved whenever the plan is updated and as appropriate during the monitoring and evaluation process. Prior to adoption of updates, CCCTA will provide the opportunity for the public to comment on the updates. A public notice will be posted prior to the meeting to announce the comment period and meeting logistics. CCCTA is committed to improving public participation in the update process over the next five years. To improve this process, CCCTA will consider writing letters to the editor of local newspapers in its service area to promote wider public knowledge of the issues related to disaster mitigation and the planning process.

## **Mitigation Plan Point of Contact**

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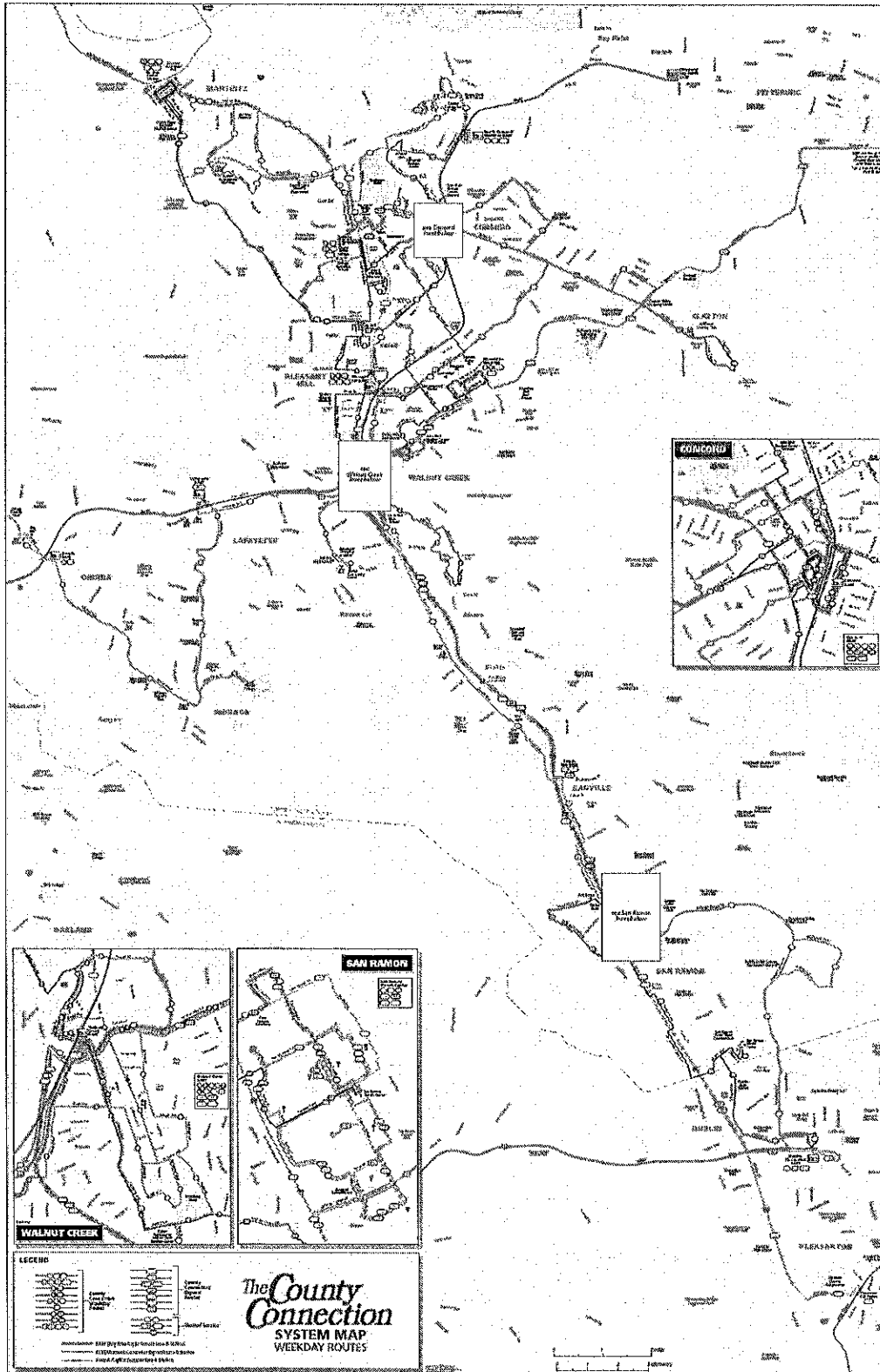
Mailing Address: 2477 Arnold Industrial Way, Concord, CA 94520-5326

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## Exhibit A - General County Connection Transit System Map



For more detailed maps, see <http://cccta.org/> and click on "Maps and Schedules."

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## Exhibit B - CCCTA 2010 Mitigation Strategy Spreadsheet

[Available on LHMP CD or at <http://www.abag.ca.gov/bayarea/eqmaps/mitigation/strategy.html>]