

The County Connection

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

BOARD OF DIRECTORS MEETING AGENDA

**Thursday, September 15, 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 August 18, 2011*
 - b. CCCTA Investment Policy—Quarterly Reporting Requirement*
 - c. Caltrans Grant Resolution*
Resolution No. 2012-007*
(The Resolution authorizes the General Manager to enter into a contract with Caltrans as a condition of grant acceptance.)
 - d. Revised PERS Pretax Resolution No. 2012-004*
5. Report of Chair
 - a. Seating of New CCCTA Officers

*Enclosure

Clayton • Concord • Contra Costa County • Danville • Lafayette • Martinez
Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

6. Report of General Manager
 - a. Recognition of Departing Employees
 - b. Recognition of Employees with 30 Years of Service
 - c. Update on SB791 (Steinberg)
7. Report of Standing Committees
 - a. Marketing, Planning and Legislative Committee
(Committee Chair: Director Simmons)
 - (1) MTC Sustainability Project Update*
(The MP&L Committee recommends that CCCTA work closely with East Bay small transit operators to draft a letter to MTC in response to recommendations from the Study's consultants.)
 - b. Operations and Scheduling Committee
(Committee Chair: Director Horn)
 - (1) Community Van Program Status Report
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, Transit Supervisors
--Automotive Machinists Lodge No. 1173
11. Open Session
 - a. Consideration of Ratification of a One-Year Extension of the Contract with Teamsters Union, Local 856, AFL-CIO, Transit Supervisors
 - b. Consideration of Ratification of a One-Year Extension of the Contract with Automotive Machinists Lodge No. 1173
12. Adjournment
 - a. Adjournment of Meeting in Honor of the Memory of William Wright

*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.

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.

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, October 20, 9:00 a.m., CCCTA Board Room |
| Administration & Finance: | Tuesday, October 4, 9:30 a.m., Pleasant Hill City Offices |
| Advisory Committee: | Friday, November 11, 9:30 a.m., CCCTA Board Room |
| Marketing, Planning & Legislative: | Thursday, October 6, 8:30 a.m., Walnut Creek City Offices |
| Operations & Scheduling: | Friday, October 7, 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) 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) and at the CCCTA Administrative Offices, 2477 Arnold Industrial Way, Concord, California

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 18, 2011

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

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

Staff: Ramacier, Conneran, Glenn, Bowron, Casenave, Churchill, Hill,
 Madrigal, Miraglio, Mitchell, Muzzini, Perry, Proctor-Williams and Rettig

Guests: Ross Chittenden and Jack Hall (Contra Costa Transportation Authority)

PUBLIC COMMUNICATION: There was no communication from the public.

CONSENT CALENDAR

MOTION: Director Manning moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of July 21, 2011 and (b) PERS Pretax Resolution and Resolution No. 2012-004. Director Uilkema seconded the motion and it received the following vote of approval.

Aye: Directors Andersen, Dessayer, Horn, Hudson, Manning,
 Schroder, Simmons, Uilkema, Weir and Worth

No: None

Abstain: None

Absent: Director Hoffmeister

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

REPORT OF CHAIR

Election of CCCTA Officers

Chair Hudson reported that the slate of officers recommended by the Nominating Committee consists of Director Worth as Chair, Director Horn as Vice Chair and Director Simmons as Secretary. Chair Hudson asked if there were any additional nominations; none was received.

MOTION: Director Uilkema made a motion to close the nominations and to support the recommendation of the Nominating Committee for Election of CCCTA Officers, consisting of Director Worth as Chair, Director Horn as Vice Chair and Director Simmons as Secretary. Director Manning seconded the motion and it was approved as recorded below.

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

REPORT OF GENERAL MANAGER

Recognition of Departing Employee

Rick Ramacier, General Manager, recognized Steve Miraglio, Chief Scheduler, for his twenty-one years of service. Mr. Miraglio thanked the Board and staff for their support and the opportunity to make a positive impact in the community.

MTC Transportation Sustainability Project Update: Referral to the MP&L Committee

Mr. Ramacier noted that the MTC Transportation Sustainability Project is moving forward and staff will be taking proposals from the consultants to the MP&L Committee for their review and referral to the Board.

REPORT OF STANDING COMMITTEES

Administration and Finance Committee

Pacheco Transit Hub Project: Request from CCTA to Complete Project Design Work

Director Dessayer advised the A&F Committee supports the concept of the Pacheco Transit Hub project but believes it is unnecessary to pay \$59,000 to Nolte Associates, Inc. until CCCTA receives assurance from either CCTA or the City of Martinez that they will assume responsibility for the project. The A&F Committee is looking for something more specific in terms of which agency would take responsibility for the project and when that would occur so the transfer could be made by CCCTA. Director Schroder stated that the City of Martinez wants to do the

project and they will manage it. They filed an application with LAFCO for annexation of land where the park-and-ride lot will be located. It may be a couple of months before LAFCO takes action on their request for annexation.

Director Manning expressed concern that the cost to complete the design work might exceed \$59, 00 and he asked if CCCTA would be responsible for any extra cost. Director Horn questioned whether completion of the design work would make the project ready to solicit construction bids. If additional work is required for the bid documents, he wanted to know which agency would be responsible for the cost of those bid documents.

Mr. Ramacier pointed out that the costs for this project are paid from the grant funds secured by CCCTA. If \$59,000 is not sufficient to make the project ready to bid for construction, any additional costs would come from the grant funds which would result in fewer funds available for construction. The request from CCTA is to complete the design work prior to turning the project over to another agency. Once it is decided which agency will take on this project, CCCTA staff will come to the Board with a request to sign an agreement with that agency, which will transfer the project to that agency along with the remaining grant funds. If the project goes over the budget, CCCTA will not be responsible for those funds. It was always the intent of CCCTA staff to have the project fully funded by grants

Ross Chittenden, Deputy Executive Director for Projects at CCTA, noted the project is being built on Caltrans-owned property in compliance with Caltrans specifications. Nolte Associates, Inc. prepared a set of plans that could have gone out to bid were it not for some changes requested by Caltrans. The justification for the additional work is legitimate. CCTA staff has had extensive experience working with Nolte Associates, Inc.*and Caltrans and they do not expect any additional changes from them.

Director Simmons stated the project needs to be completed. In the event CCTA and the City of Martinez are not able to assume responsibility for the project, he asked if a construction contract can be awarded without approval of the CCCTA Board. Mr. Ramacier responded that the Board authorized the completed design work and any additional design work or construction of the facility needs to be approved by the CCCTA Board if the project is not assigned to another agency.

Chair Hudson pointed out that TRANSPAC is committed to this project. Director Uilkema stated that it has always been the vision of the O&S Committee that there is an affiliation between the Pacheco Transit Hub and the City of Martinez for an intermodal center with an emphasis on transportation. This is a very important project for the future, and she asked that the Board think favorably about having it go to the City of Martinez when the annexation occurs.

Mr. Chittenden stated that CCTA's position is that the City of Martinez would be the better sponsor. CCTA is willing to take it over because it is funded by Measure C and they are committed to the project. He further stated that this is the right time to authorize this amendment so it would be set up for the next construction season.

If the City of Martinez cannot meet the time limit, CCTA would be willing to take over the project to get it done in a timely manner.

Director Worth noted that one priority component is assurance that either CCTA or the City of Martinez will take over the project. The project has been in the county-wide transportation plan for awhile, and it has been approved by all the jurisdictions. The letter from CCTA provides reassurance that there is a commitment from CCTA to manage the project and to make sure design funds will be appropriately realized. She expressed appreciation to CCTA staff for their time working with CCCTA staff in moving this project forward. She feels confident there have been discussions with Caltrans and Nolte Associates, Inc. that this final piece for the design work will get the job done.

MOTION: Director Worth moved approval of Resolution No. 2012-005 that authorizes a fourth amendment to the Agreement with Nolte Associates, Inc. for design of the Pacheco Transit Hub and authorizes the transfer of project management responsibilities for the Pacheco Transit Hub project to the Contra Costa Transportation Authority or the City of Martinez. The motion received a second from Director Uilkema and the following vote of approval.

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

ICMA 457 Loans

Director Dessayer stated that CCCTA employees cannot remove funds from their ICMA 457 deferred compensation plan unless they want to use the funds for an emergency situation. In today's economy, some employees need to remove their funds for reasons that are not classified as an emergency. To ease the burden on staff and employees, the A&F Committee recommends allowing loans from the 457 deferred compensation plan. This would allow employees to borrow their own funds with interest but without paying a tax at that time. CCCTA staff would ensure payments are made through payroll deductions. If borrowed funds are not paid back timely, it becomes a taxable event for the employee. ICMA would process requests for loans and administer the loans.

MOTION: Director Dessayer moved approval of Resolution No. 2012-006 which will amend CCCTA's ICMA 457 Plan to permit loans. Director Simmons seconded the motion and it was approved by the following vote.

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

REPORT FROM THE ADVISORY COMMITTEE: There was no report.

BOARD COMMUNICATION

Director Simmons announced CCCTA and the City of Walnut Creek worked together to adjust the hours of the free shuttle in downtown Walnut Creek. The new hours provide less service in the morning and more service in the evening.

Director Uilkema advised staff at Rossmoor is interested in a community van to augment their service, they are looking at community-based grants that can be used to augment their service, and they have purchased a van that does a loop from Rossmoor to downtown Walnut Creek. They are exploring the possibility of expanding this service by adding additional stops at other locations.

CLOSED SESSION

Conference with Legal Counsel—Existing Litigation, Pursuant to Government Code Section 54956.9(a), Walls v. Central Contra Costa Transit Authority

Public Employee Performance Evaluation, Pursuant to Government Code Section 54957 for the General Manager

At 9:43 a.m., Chair Hudson announced the Board would adjourn to closed session to confer with its Legal Counsel, pursuant to Government Code Section 54956.9(a) regarding Walls v. CCCCTA. The Board will also discuss the performance evaluation of the General Manager pursuant to Government Code Section 54957.

OPEN SESSION

Report on Action(s) Taken During the Closed Session

The Board reconvened in open session at 10:25 a.m. Chair Hudson stated that the Board met in closed session to confer with Legal Counsel, pursuant to Government Code Section 54956.9(a) related to Walls v. CCCTA and gave direction to Legal Counsel regarding this case. The Board also met in closed session relative to public employee performance evaluation pursuant to Government Code Section 54957, for the position of General Manager. The Board completed its performance evaluation; no action was taken.

ADJOURNMENT

Chair Hudson adjourned the regular meeting at 10:28 a.m.

Minutes prepared by

Janet Madrigal
Janet Madrigal, Clerk to the Board

September 9, 2011
Date

The County Connection

Inter Office Memo

TO: Board of Directors

DATE: August 22, 2011

FROM: Rick Ramacier
General Manager



SUBJECT: CCCTA Investment Policy – Quarterly Reporting Requirement

Attached please find CCCTA's Quarterly Investment Policy Reporting Statement for the quarter ending June 30, 2011.

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
(ROUNDED OFF TO NEAREST \$)


| FINANCIAL INST | C | TYPE | PURPOSE | PER BANK | PER BANK | PER BOOK |
|-----------------------|---|--------------------|------------------------------------|---------------------|---------------------|---------------------|
| FIXED ROUTE | | | | MARCH 2011 | JUNE 2011 | JUNE 2011 |
| First Republic Bank | | CHECKING | A/P General Account-Fixed Route | \$ 894,696 | \$ 737,673 | \$ 176,835 |
| First Republic Bank | | CHECKING | PAYROLL | \$ 98,565 | \$ 76,422 | \$ 75,872 |
| First Republic Bank | | CHECKING | CAPITAL PURCHASES | \$ 586,750 | \$ 117,345 | \$ 117,345 |
| First Republic Bank | | CHECKING | WORKER'S COMP-CORVEL | \$ 27,955 | \$ 9,002 | \$ (23,974) |
| First Republic Bank | | CHECKING | PASS SALES | \$ 45,133 | \$ 75,700 | \$ 75,700 |
| First Republic Bank | | Money Market | Prop-1B Safety & Security-#1(5091) | \$ 81,356 | \$ - | \$ - |
| First Republic Bank | | Money Market | Prop-2B Safety & Security#2(2386) | \$ 117,083 | \$ 117,156 | \$ 117,156 |
| First Republic Bank | | Money Market | Prop-2B Safety & Security#3(1158) | \$ - | \$ 116,975 | \$ 116,975 |
| PAYPAL | | CHECKING | PAYPAL-PASS SALES | \$ 6,788 | \$ 3,783 | \$ 3,824 |
| | | TOTAL | | \$ 1,858,325 | \$ 1,254,055 | \$ 659,733 |
| PARATRANSIT | | | | | | |
| First Republic Bank | | CHECKING | CAPITAL PURCHASES | \$ 3,518 | \$ 3,518 | \$ 3,518 |
| First Republic Bank | | CHECKING | A/P General Account-Paratransit | \$ 207,974 | \$ 447,363 | \$ 29,679 |
| | | TOTAL | | \$ 211,492 | \$ 450,881 | \$ 33,197 |
| LAIF POOL | | | | | | |
| LAIF ACCOUNT | | INT-INVEST | OPERATING FUNDS | \$ 3,037,007 | \$ 3,297,644 | \$ 3,297,644 |
| LAIF ACCOUNT | | INT-INVEST | Fixed Route Bus Purchase | \$ 39,869 | \$ 39,918 | \$ 39,918 |
| LAIF ACCOUNT | | INT-INVEST | Pacheco Transit Center | \$ 769,721 | \$ 770,684 | \$ 770,684 |
| LAIF ACCOUNT | | INT-INVEST | DVC TransCenter | \$ 843,614 | \$ 648,900 | \$ 648,900 |
| LAIF ACCOUNT | | INT-INVEST | Martinez Stop Project | \$ 67,115 | \$ 67,129 | \$ 67,129 |
| LAIF ACCOUNT | | INT-INVEST | RETREE MEDICAL | \$ 449 | \$ - | \$ - |
| LAIF ACCOUNT | | INT-INVEST | SAFE HARBOR LEASE RESERVE | \$ 1,424,451 | \$ 1,426,233 | \$ 1,426,233 |
| | | TOTAL | | \$ 6,182,225 | \$ 6,250,508 | \$ 6,250,508 |
| CCCTA EMPLOYEE | | | | | | |
| First Republic Bank | 7 | INT CHECK | EMPLOYEE FITNESS FUND | \$ 13,989 | \$ 14,478 | \$ 14,478 |
| | | TOTAL | | \$ 13,989 | \$ 14,478 | \$ 14,478 |
| 8/22/2011 14:15 | | GRAND-TOTAL | | \$ 8,266,031 | \$ 7,955,443 | \$ 6,957,916 |

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
 Rick Ramacier, General Manager

Date: 8/22/11

Inter Office Memo

To: Board of Directors
From: Laramie Bowron, Manager of Planning
Reviewed By: 

Date: September 8, 2011

SUBJECT: Caltrans Planning Grant Resolution

SUMMARY OF ISSUES:

In March 2011 staff responded to a call for projects for a Caltrans planning grant. In August 2011 staff was notified that they had been awarded a grant to complete a Transit Access: Pedestrian, Bike and ADA Improvements Plan.

As a "condition of grant acceptance" CCCTA is required to obtain a local resolution from the Board of Directors by September 30, 2011.

Staff plans on bringing a full project description along with scope of work and timeline to the Operations and Scheduling Committee and Board of Directors next month.

ACTION REQUESTED:

The O&S Committee recommends the adoption of a resolution authorizing the General Manager to enter into an agreement with Caltrans in order to receive the grant and complete the above project.

ATTACHMENT A: Copy of Draft Resolution

RESOLUTION NO. 2012-007

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

**Authorizing the General Manager to Enter into Contract
With The California Department of Transportation
as a Condition of Grant Acceptance**

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 applied for and was awarded a grant from the California Department of Transportation to complete the Transit Access: Pedestrian, Bike and ADA Improvements Plan; and

WHEREAS, the California Department of Transportation requires a local resolution stating the title of the person authorized to enter into a contract with the California Department of Transportation as a condition of grant acceptance.

NOW, THEREFORE, BE IT RESOLVED by the Central Contra Costa Transit Authority Board of Directors that the General Manager, or his designee, is authorized or empowered to enter in to a contract with the California Department of Transportation to receive grant funding for the completion of the Transit Access: Pedestrian, Bike and ADA Improvements Plan.

Regularly passed and adopted this 15th day of September 2011 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

Amy R. Worth, Chair, Board of Directors

ATTEST: _____
Janet Madrigal, Clerk to the Board

To: Board of Directors

Date: September 8, 2011

From: Kathy Casenave *KC*
Director of Finance

Reviewed By: *stb*

SUBJECT: PERS PRETAX RESOLUTION-revised

SUMMARY OF ISSUES:

At the August Board meeting, the Board approved a CalPERS resolution that allows pre-tax treatment for employees who want to buyback service credit. CalPERS has requested two minor revisions to the resolution:

1. All Employees- instead it should read "All Miscellaneous Employees"
2. A small paragraph is inserted which reads: "That the effective date for commencement of the pre-tax payroll deduction plan cannot be any earlier than the date the completed resolution is received and approved by CalPERS".

ACTION REQUESTED: Staff recommends that the Board of Directors adopts the revised resolution .

ATTACHMENTS: Revised resolution.

RESOLUTION No. 2012-004
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
BOARD OF DIRECTORS

Employer Code: 1290

**EMPLOYER PICKUP RESOLUTION
PRE-TAX PAYROLL DEDUCTION PLAN
FOR SERVICE CREDIT PURCHASES
(CONTRIBUTION CODE 14)**

WHEREAS, the Board of Administration of the California Public Employees' Retirement System (CalPERS) at the April 1996 meeting approved a pre-tax payroll deduction plan for service credit purchases under Internal Revenue Code (IRC) section 414(h)(2); and

WHEREAS, the Central Contra Costa Transit Authority has the authority to implement the provisions of IRC section 414(h)(2) and has determined that even though implementation is not required by law, the tax benefit offered by this section should be provided to those employees who are members of CalPERS; and

WHEREAS, the Central Contra Costa Transit Authority elects to participate in the pre-tax payroll deduction plan for all employees in the following CalPERS Coverage Group(s):

| |
|-----------------------------|
| ALL MISCELLANEOUS EMPLOYEES |
| |
| |
| |

NOW, THEREFORE, BE IT RESOLVED:

I. That the Central Contra Costa Transit Authority will implement the provision of IRC Section 414(h)(2) by making employee contributions for service credit purchases pursuant to the California State Government Code on behalf of its employees who are members of CalPERS and who have made a binding irrevocable election to participate in the pre-tax payroll deduction plan. "Employee contributions" shall mean those contributions reported to CalPERS which are deducted from the salary of employees and are credited to individual employee accounts for service credit purchases, thereby resulting in tax deferral of employee contributions.

II. That the contributions made by the Central Contra Costa Transit Authority to CalPERS, although designated as employee contributions, are being paid by the Central Contra Costa Transit Authority in lieu of contributions by the employees who are members of CalPERS.

III. That the employees shall not have the option of choosing to receive the contributed amounts directly instead of having them paid by the Central Contra Costa Transit Authority to CalPERS

IV. That the Central Contra Costa Transit Authority shall pay to CalPERS the contributions designated as employee contributions from the same source of funds as used in paying salary, thereby resulting in tax deferral of employee contributions.

V. That the effective date for commencement of the pre-tax payroll deduction plan cannot be any earlier than the date the completed resolution is received and approved by CalPERS.

VI. That the governing body of the Central Contra Costa Transit Authority shall participate in and adhere to requirements and restrictions of the pre-tax deduction plan by reporting pre-tax payroll deductions when authorized by CalPERS for those employees of the above stated Coverage Group(s) who have elected to participate in this plan.

PASSED AND ADOPTED by the Board of Directors of the Central Contra Costa Transit Authority this 15th day of September 2011

Amy R. Worth
Chair, CCCTA Board of Directors

RETURN ADDRESS:

CCCTA
2477 ARNOLD INDUSTRIAL WAY
CONCORD, CA 94520

.....
FOR CALPERS USE ONLY

Pre-tax payroll deduction plan effective date: _____

Approved By: _____ Title: _____

MEMBER SERVICE DIVISION, Service credit section-Unit 830

Inter Office Memo

To: Board of Directors

Date: September 7, 2011

From: Laramie Bowron, Manager of Planning

Reviewed By: *rlb*

SUBJECT: MTC Sustainability Project Update

SUMMARY OF ISSUES:

As part of MTC's Transit Sustainability Project (TSP), some consultants have suggested that all operators achieve a 20% peer farebox recovery ratio as a means of gauging performance and distributing future funding. Peer farebox recovery in this case means that the 20% would be made up of only passenger revenue, excluding local and private subsidies that CCCTA receives through sources such as Bishop Ranch and Measure J. This 20% would also likely increase every year, eventually reaching 40% farebox recovery.

At this time it is not certain that MTC will forward the 20% farebox recovery ratio proposal. Thus, because of the significance of such a proposal, staff shared the following analysis illustrating, all things remaining equal, the steps CCCTA would have to take to achieve a 20% farebox recovery ratio this year:

- Cut the operating budget by 35%,
- Cut Service Hours by 31%. This would result in cutting 26 routes, including Routes 2, 7, 5, 25, 35, 92X, 93X, 95X, and 98X among others,
- Raise fares by 54% to \$3.08 per passenger,
- Increase ridership by 55% with existing service levels.

These would be difficult if not impossible measures to implement. We would most likely choose a combination of the above measures but the damage would still be devastating. However by not achieving 20% farebox recovery we would be subject to reduced funding from MTC on a continual basis.

MP&L RECOMMENDATION:

The MP&L Committee recommends that the Board direct the General Manager to coordinate with other small operators to draft a letter to MTC to be signed by the CCCTA, LAVTA, ECCTA Transit, and WestCat Boards. The letter would restate the need for separate suburban transit standards and would request a response from MTC staff to a letter citing the same concerns from small operator General Managers dated April 27, 2011 that remains unanswered.

ACTIVITY SINCE MP&L:

Subsequent to the September MP&L Committee meeting, MTC held its regularly scheduled meeting of the TSP Service TAC and staff indicated they may not support the consultant recommendation of a 20% farebox recovery ratio. Instead, MTC staff seems likely to support the use of three performance standards, one of which being farebox recovery, and including separate suburban transit standards. All recommendations are subject to executive staff review and this will likely take place at the September 19th meeting.

ACTION REQUESTED:

Direct the General Manager to work with East Bay small transit operators to draft the letter described above.