

# The County Connection

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Agenda Item No. 4.a.

## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

January 19, 2012

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

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

Staff: Ramacier, Chun, Bowron, Burdick, Casenave, Churchill, Hill, Madrigal, Mitchell, Muzzini, Rettig, Wright and Woody

Guest: Susan Miller (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 December 15, 2011; (b) CCCCTA Investment Policy—Quarterly Reporting Requirement; (c) Small Claims Representation and Resolutions No. 2012-016A, 2012-016B and 2012-016C; and (d) Fare Increase Timing. Director Schroder seconded the motion and it received a vote of approval.

**Aye:** Directors Dessayer, Horn, Hudson, Manning, Schroder, Simmons and Weir

**No:** None

**Abstain:** None

**Absent:** Directors Andersen, Hoffmeister, Uilkema and Worth

**REPORT OF CHAIR:** There was no report.

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## **R1EPORT OF GENERAL MANAGER**

### ***Recognition of Departing Employee***

General Manager Rick Ramacier recognized Carolyn Wright, Transit Operator, for her twenty-five years of service. Vice Chair Horn thanks Ms. Wright for her service. Ms. Wright stated that she enjoyed working for CCCTA.

### ***Norris Canyon Road HOV Fly-Over Project and CCCTA Support***

Mr. Ramacier advised the Resolution would formally record the Board's support for the Norris Canyon Road On- and Off-Ramp Project. CCCTA has supported this project informally for many years with MTC and CCTA because it will allow CCCTA to improve the efficiency of service in the I-680 corridor. Director Hudson described the project and stated that it would benefit the community and the City of San Ramon. Vice Chair Horn asked that the Resolution be amended to read (addition underlined) "Whereas, this Project will increase public transit ridership in the I-680 corridor."

**MOTION:** Director Manning moved approval of Resolution No. 2012-017, as amended to add "public transit" to the fourth whereas. Director Simmons seconded the motion and it was approved.

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

### ***Report on State Budget***

Mr. Ramacier advised the Governor released his January budget. There are no proposed cuts to transit funds in that budget and there appears to be sufficient funds to adequately fund 1B transit bonds.

## **REPORT OF STANDING COMMITTEES**

### ***Administration and Finance Committee***

#### **FY2011 Annual Audit**

Director Dessayer introduced this item by stating that the FY2011 annual audit provides an unqualified opinion from the auditors. There are some recommendations and comments from the auditor that are reasonable and they are being implemented.

**MOTION:** Director Dessayer made a motion to accept the FY2011 annual audit, and the motion was seconded by Director Hudson. The motion received a vote of approval.

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

## ***Marketing, Planning and Legislative Committee***

### **Draft 2012 CCCTA Legislative Program**

Director Manning stated that the draft 2012 CCCTA Legislative Program describes CCCTA and its position on state and federal legislation.

**MOTION:** Director Manning made a motion to approve the draft 2012 CCCTA Legislative Program. Director Schroder seconded the motion and it passed by the following vote.

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

## ***Operations and Scheduling Committee***

### **LINK Vehicle Size Analysis**

Vice Chair Horn stated that the O&S Committee reviewed an analysis of all the LINK vehicles and their ridership patterns. Referring to the spreadsheets depicting ridership patterns, he advised the red line represents the capacity of a mini-van. Bill Churchill, Director of Transportation, described how passenger counts are based on seat utilization factors that were derived for the different types of vehicles. After compiling that data, he felt there were additional opportunities to use the smaller vans, and staff is working on methods for greater utilization of the mini-vans in the fleet. He pointed out that this analysis shows that the fleet composition of LINK vehicles is correct for our service needs today. The analysis is based on the existing service deployment model.

Responding to questions from Director Dessayer, Mr. Churchill stated that nonfoldable walkers require two seats on a vehicle, and CCCTA will accommodate individuals in oversized wheelchairs if the vehicle can accommodate the wheelchair. He advised approximately 81 percent of all LINK trips exceed the capacity of a mini-van. Vice Chair Horn pointed out that a mini-van could not accommodate two wheelchairs, making it necessary to use two vehicles or a larger vehicle to meet passenger needs. Director Hudson said another component that needs to be explored is using a different size vehicle available today that will work in certain situations. Because of this analysis, he felt the Board is better prepared to evaluate that possibility. Director Simmons commended Mr. Churchill for the quality and intensity of this analysis because it is helpful information. Mr. Ramacier advised this analysis is the first in a series of reports that will be provided to the Board prior to the next procurement of replacement LINK vehicles.

### **REPORT FROM THE ADVISORY COMMITTEE:**

There was no report from the Advisory Committee. Director Weir inquired about the functions of the Advisory Committee and why the Board does not have reports from the Committee. If the Board does not receive reports, he asked why CCCTA has an Advisory Committee. Mr. Ramacier stated that CCCTA had two advisory committees and they were merged into one advisory committee to try to make them more efficient. Advisory Committee members have the opportunity to present monthly reports of their activities to the Board. In the past, Committee reports were presented on an annual or periodic basis depending on their activities.

Board Members commented that they receive the minutes of the Committee meetings that record their activities, and some Committee members attend Board committee meetings where they provide input on topics being considered. Anne Muzzini, Director of Planning and Marketing noted that the members of the Advisory Committee interact with other users and community-based organizations. They are very interested in the mobility management study. When major policy changes came to the Board, such as a service change or fare increase, Committee members have provided comments and suggestions; and it is anticipated they will want to continue to do that in the future.

## **BOARD COMMUNICATION**

Director Dessayer described his experience in trying to purchase a Clipper card for seniors. Director Hudson stated that SB582 will be coming back, and it will allow business parks to elect to give passes to their employees or deduct pre-tax dollars for transit fares. He anticipates the new bill will pass and it would be an opportune time for CCCTA to increase fares as early as the beginning of next year to tie the increase to the new bill and implementation of the Clipper card on CCCTA vehicles. He asked staff to analyze the new bill and take steps to make sure everything is in place by the end of this year. Mr. Ramacier said he will take a report to the A&F Committee regarding how the new bill ties into modernizing our fares to include the Clipper card and a joint fare structure with the other suburban operators.

Director Simmons advised the Walnut Creek City Council reviewed a presentation regarding a planned development area in Walnut Creek using a sustainable community strategy. There are two alternative transportation models in this development area, one of which is similar to the present model and the other focuses resources of energy on the inner Bay Area. He felt it would be of value for the CCCTA Board to take a position on the transportation models. If the inner Bay Area model is chosen, it will have an adverse impact on CCCTA.

## **ADJOURNMENT**

Vice Chair Horn adjourned the regular meeting at 9:55 a.m.

Minutes prepared by

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Janet Madrigal, Clerk to the Board

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Date