

County Connection

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

BOARD OF DIRECTORS MEETING AGENDA

**Thursday, September 19, 2013
9:00 a.m.**

**CCCTA Paratransit Facility
Gayle B. Uilkema Memorial 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 15, 2013*
 - b. CCCTA Investment Policy—Quarterly Reporting Requirement*
5. Report of Chair
 - a) Election and Seating of CCCTA Officers
6. Report of General Manager
 - a) Update on AB1222 (Formerly AB160)
(Report on the Enactment of this Bill)
7. Report of Standing Committees
 - a. Administrative & Finance Committee
(Committee Chair: Director Dessayer)
 - 1) PARS OPEB Trust and OPEB Liability*
(The A & F Committee has decided to continue with the Moderately Conservative Index PLUS investment option and the 5.5% investment rate of return for the upcoming actuarial valuation, but would like to give Board members an opportunity to discuss this.)

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

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

b. Marketing, Planning & Legislative Committee
(Committee Chair: Director Schroder)

1) Bus Advertising Services-Contract Extension*
Resolution No. 2014-005*

(The MP&L Committee recommends that the General Manager be authorized to exercise the final option year.)

8. 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.

9. Adjournment

*Enclosure

General Information

Possible Action: The Board may act upon any item listed on the agenda.

Public Comment: Each person wishing to address the County Connection 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.countyconnection.com.

Accessible Public Meetings: Upon request, County Connection 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 County Connection at least 48 hours before the meeting convenes. Requests should be sent to the Board Clerk, Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or hill@cccta.org.

Shuttle Service: With 24-hour notice, a County Connection 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 Robert Greenwood – 925/680 2072, no later than 24 hours prior to the start of the meeting.

Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, October 17, 9:00 a.m., County Connection Board Room
Administration & Finance:	Wednesday, October 9, 9:00 a.m. 1676 N. California Blvd., Suite 620, Walnut Creek
Advisory Committee:	Friday, November 8, 9:30a.m. County Connection Board Room
Marketing, Planning & Legislative:	Thursday, October 3, 8:00 a.m., 3338 Mt. Diablo Blvd. in Lafayette
Operations & Scheduling:	Friday, October 4, 8:00 a.m., Walnut Creek City Offices

The above meeting schedules are subject to change. Please check the County Connection Website (www.countyconnection.com) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting.

This agenda is posted on County Connection's Website (www.countyconnection.com) and at the County Connection Administrative Offices, 2477 Arnold Industrial Way, Concord, California

County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

countyconnection.com

Agenda Item No. 4.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

August 15, 2013

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Horn called the regular meeting of the Board of Directors to order at 9 a.m. Board Members present were Directors Anderson, Dessayer, Hoffmeister, Hudson, Manning, Simmons, Storer, and Weir. Director Schroder arrived after the meeting convened. Director Worth was absent.

Staff: Ramacier, Chun, Barnes, Barrientos, Bowron, Casenave, Chatmon-Logan, Churchill, Hill, Jefferson, Mitchell, Moran, Muzzini, Robinson, and Rossini.

Guests: David Allman (First Transit Driver) Mark Fisher (NFA), Ron Leone (City of Concord), Norm Reynolds (Gillig), and Jomo Simms (First Transit Driver)

PUBLIC COMMUNICATION:

(Director Schroder arrived.)

Jomo Simms, a driver and shop steward, with First Transit (County Connection Paratransit Contractor), notified the Board of his displeasure with First Transit's dispatchers scheduling drivers with less and less hours on a weekly basis. He believes that it is done to certain drivers on a personal vindictive manner.

David Allman, a driver with First Transit (County Connection Paratransit Contractor), discussed how the clients that First Transit serves are very grateful for the service. But recently there have been a lot of complaints from clients regarding missed appointments, lack of availability of appointments and poor customer service. As a result, drivers are losing hours, losing clients, and losing their overall high morale for their jobs.

Judy Barrientos, ATU President and an operator with County Connection, she wanted to come and speak to the Board on behalf of the First Transit drivers. Hours were extensive a year ago and now drivers aren't getting eight hours a day, yet First Transit are hiring new drivers instead of giving full time hours to the current drivers.

Ossie Robinson, an operator with County Connection, also wanted to speak on behalf of the First Transit drivers. He wanted to express that although the First Transit drivers are dedicated workers they feel that they are not respected or cared for by management.

CONSENT CALENDAR

MOTION: Director Hoffmeister moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of July 18, 2013. Director Hudson seconded the motion and it received the following vote of approval.

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

REPORT OF CHAIR

Chair Horn asked the Board if anyone is planning on going to the APTA Conference in October. General Manager Rick Ramacier stated that no Board Members will be attending but some staff members will be. Kristina Vassallo, DBE Administrator with County Connection will be presenting at the conference.

REPORT OF GENERAL MANAGER

In light of the public comment today, Rick Ramacier, General Manager will have his staff do an investigation and send their findings to the Operations & Scheduling Committee, who oversees First Transit.

Rick Ramacier also reminded the Board that a presentation will be given at the September 6, 2013 meeting of the Operations & Scheduling Committee, regarding Paratransit. All members are encouraged to attend. If for any reason that they cannot attend but would like to receive the presentation as a handout or would like any further clarification, he will be available to answer all questions.

Recognition of Employees of the 2nd Quarter, 2013

The following employees were recognized:

Martha Lee-Payroll Supervisor
Ron Salero-Service Worker
Fawah Malekzadeh-Bus Operator
Gary Chatmon-Logan-Bus Operator

Recognition of Departing Employees

Oscar Palicte was a service worker for the maintenance department for 22 years. He was a valued employee who took pride in his job and will be missed.

Carol Muegge was one of the original employees with County Connection. She started off as a bus operator for the City of Walnut Creek in the 1970's, until County Connection took over the service in 1980. From there she went from supervisor to Manager of Transportation. She leaves County Connection in order to spend more time with her lovely grandchildren. With her departure, we definitely lose a great source of knowledge and experience.

Report on BART Strike

General Manager Rick Ramacier informed the Board that BART did not have a second strike as planned, due to the Governor stepped in and gave both parties a 60-day cooling off period. County Connection will remain in frequent conversations with BART in the event another strike occurs.

Update on AB160 and the Status of Federal Transit Grants in California

General Manager Rick Ramacier provided an update that this Bill is being held in the Assembly Appropriations Committee. There are no updates on the discussions between the United States Department of Labor and the Governor's office regarding the California Pension Reform Act of 2013 and the federal labor protection statute known as Section 13(c).

REPORT OF STANDING COMMITTEES

Administration & Finance Committee:

Midday Free Fares for Seniors and Disabled

The A & F Committee looked at the financial aspects of providing the Midday Free Fares for Seniors and Disabled and found that County Connection can support the \$70,000 that it would cost to sustain the program. The Committee recommends that we do a six-month trial period and see how the program preforms. This will allow staff to conduct a Title VI analysis to make sure that those people who are protected by Title VI will not be negatively affected by the program. After the six-month trial County Connection will evaluate the program to determine if it should be continued.

Stacy Rossini, an operator with County Connection stated that the she believes that the public would like service expansion over free senior fares and that this should be a higher priority.

Director Simmons appreciates all the work that the MP&L and the A & F Committees have done on this project but believes that we should conduct a Title VI analysis first and look at all groups that the Title VI affects, especially since seniors are already getting discounted rates.

MOTION: Director Dessayer moved approval of Free Midday Fares for Seniors and Disabled for a six-month promotional period. Director Schroder seconded the motion and it received the following vote of approval.

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

Operations & Scheduling Committee:

Award Bus Procurement Contract

The O & S Committee recommended that the Board authorize the General Manager to enter into a contract with Gillig to purchase a minimum of seven and maximum of seventy-one buses over a period not to exceed five years.

MOTION: Director Manning moved to adopt Resolution No. 2014-003, Adoption of the Award Bus Procurement Contract with Gillig. The motion was seconded by Director Weir and it received the following vote of acceptance.

Aye: Directors Andersen, Desssayer, Hoffmeister, Horn, Hudson, Schroder, Simmons and Storer
No: None
Abstain: None
Absent: Directors Worth

Authorization to Purchase Seven 29 foot Low Floor Buses from Gillig

The O & S Committee recommended that the Board authorize the General Manager to issue a purchase order and notice to proceed to Gillig to build seven 29 foot low floor buses, at a cost not to exceed \$3,377,969. Staff reminded the Board that the funds came from Federal Grants and Local Matching Bridge Toll Funds.

MOTION: Director Hudson moved to adopt Resolution No. 2014-004, Adoption of the Authorization to the General Manager to purchase seven 29 foot low floor buses, at a cost not to exceed \$3,377,969. The motion was seconded by Director Andersen and it received the following vote of acceptance.

Aye: Directors Desssayer, Hoffmeister, Horn, Manning, Schroder, Simmons, Storer and Weir
No: None
Abstain: None
Absent: Directors Worth

BOARD COMMUNICATION:

Director Andersen stated that the County will implement a pilot program that has a shuttle service from the BART station to Bishop Ranch and to the Alamo Creek areas. Director Desssayer says that he tried the San Francisco Muni app this past weekend and was very impressed with its accuracy and speed. Director Schroder wanted to remind the Board that the Pacheco Transit Hub ground breaking ceremony will be coming up so please keep your eyes open for your invites to the event.

CLOSED SESSION

Public Employee Performance Evaluation; Pursuant to Government Code Section 54957
Position: General Manager

At 10:12 a.m. Chair Horn announced the Board would take a two minute break and reconvene for a closed session to consult with its Labor Negotiator, pursuant to Government Code Section 54957, regarding Public Employee Performance Evaluation; Position: General Manager

OPEN SESSION

A. REPORT OF ACTION(s) TAKEN DURING THE CLOSED SESSION

Consideration of Adjustment to the General Manager's Compensation Resolution No. 2014-005

The Board reconvened in open session at 10:40 a.m. Chair Horn announced the Board met in closed session with its Labor Negotiator, pursuant to Government Code Section 54957, regarding Public Employee Performance Evaluation; Position: General Manager

MOTION: Director Dessayer moved approval of Resolution No. 2014-005, approving the fourth amendment to the Employment Agreement between CCCTA and Rick Ramacier, with the statement that his compensation will be increased by \$4,500 for an annual gross salary of \$167,700, which represents a 2.75% increase and an increase of \$7,000 a year for a total of \$14,500 in contributions into ICMA Retirement Fund. The motion was seconded by Director Weir and it received a vote of approval.

Aye: Directors Andersen, Hoffmeister, Horn, Hudson, Manning, Schroder, Simmons and Storer

No: None

Abstain: None

Absent: Director Worth

Director Hoffmeister expressed that General Manager Ramacier has had some challenges this past year and has handled them in grand fashion. He continues to have a great relationship with the Board, employees, and the public.

ADJOURNMENT: Chair Horn adjourned the regular Board meeting at 10:44a.m.

Minutes prepared by

Lathina Hill
Assistant to the General Manager

Date

TO: Board of Directors

DATE: August 20, 2013

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, 2013.

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	ACCT #	TYPE	PURPOSE	PER BANK	PER BANK	PER BOOK
				MARCH 2013	JUNE 2013	JUNE 2013
FIXED ROUTE						
First Republic Bank	1106171	CHECKING	A/P General Account-Fixed Route	\$ 412,924	\$ 455,877	\$ (96,151)
First Republic Bank	1106198	CHECKING	PAYROLL	\$ 93,368	\$ 102,882	\$ 102,728
First Republic Bank	1015001	CHECKING	CAPITAL PURCHASES	\$ 37,624	\$ 43,381	\$ (113,972)
First Republic Bank	1402595	CHECKING	WORKER'S COMP-CORVEL	\$ 37,067	\$ 49,755	\$ 39,496
First Republic Bank	1106228	CHECKING	PASS SALES	\$ 54,920	\$ 500	\$ 500
First Republic Bank	800-0035-2386	Money Market	Prop-2B Safety & Security#2(2386)	\$ 86,038	\$ 86,049	\$ 86,049
First Republic Bank	800-0066-1158	Money Market	Prop-2B Safety & Security#3(1158)	\$ 6,965	\$ -	\$ -
First Republic Bank	80000971847	Money Market	OnBoardCam-TSGP 2011	\$ 83	\$ 53	\$ 83
First Republic Bank	80000971896	Money Market	OnBoardCam-TSGP 2012	\$ 116,920	\$ 116,935	\$ 116,935
PAYPAL	27SAXUUFL9732	CHECKING	PAYPAL-PASS SALES	\$ 5,729	\$ 4,641	\$ 4,641
TOTAL				\$ 851,636	\$ 860,073	\$ 140,310
PARATRANSIT						
First Republic Bank	1049584	CHECKING	CAPITAL PURCHASES	\$ 3,519	\$ 3,519	\$ 3,519
First Republic Bank	1106244	CHECKING	A/P General Account-Paratransit	\$ 461,909	\$ 509,499	\$ 94,584
TOTAL				\$ 465,428	\$ 513,018	\$ 98,103
LAIF FUND						
LAIF ACCOUNT	4007001	INT-INVEST	OPERATING FUNDS	\$ 6,695,107	\$ 3,998,348	\$ 3,998,348
LAIF ACCOUNT		INT-INVEST	Fixed Route Bus Purchase-ITS	\$ -		
LAIF ACCOUNT		INT-INVEST	Pacheco Transit Center	\$ 704,519	\$ 705,009	\$ 705,009
LAIF ACCOUNT		INT-INVEST	Rolling stock-2012	\$ 1,465,893	\$ 1,466,916	\$ 1,466,916
LAIF ACCOUNT		INT-INVEST	Rolling Stock-1011 VANS	\$ 1,103,398	\$ 1,104,166	\$ 1,104,166
LAIF ACCOUNT		INT-INVEST	Martinez Stop Project	\$ 67,576	\$ 67,623	\$ 67,623
LAIF ACCOUNT		INT-INVEST	Facility Rehab	\$ -	\$ 3,875,982	\$ 3,875,982
LAIF ACCOUNT		INT-INVEST	SAFE HARBOR LEASE RESERVE	\$ 1,435,720	\$ 1,436,720	\$ 1,436,720
TOTAL				\$ 11,472,213	\$ 12,654,764	\$ 12,654,764
CCCTA EMPLOYEE						
First Republic Bank	1402153	INT CHECK	EMPLOYEE FITNESS FUND	\$ 9,687	\$ 10,372	\$ 10,372
TOTAL				\$ 9,687	\$ 10,372	\$ 10,372
GRAND TOTAL				\$ 12,798,964	\$ 14,038,227	\$ 12,903,548

9/10/2013 14:53

jc

This is to certify that the portfolio above complies with the CCCTA Investment Policy and that CCCTA has the ability to meet its expeditures(cash flow) for the next six months.

Rick Ramacier
General Manager

Agenda Item No. 7.a.1.

To: Board of Directors

Date: September 10, 2013

From: Kathy Casenave, Director of Finance

Reviewed by:

SUBJECT: PARS OPEB TRUST AND OPEB LIABILITY

Summary of Issues:

Staff recently received the PARS Annual Account Report for the period 7/1/2012 to 6/30/2013.

The transactions for FY 2013 were:

July 1, 2012 Beginning Balance	\$891,590
Earnings	49,336
Expenses	-7,095
FY 2013 contribution	<u>232,000</u>
June 30, 2012 Ending Balance	<u>\$1,165,831</u>

At the inception of the trust, the A&F Committee selected the Moderately Conservative Index PLUS investment option. The dual goals of this strategy are current income and moderate capital appreciation. The major portion of the assets is committed to income-producing securities. The allocation for this option is 20-40% equity, 50-80% fixed income and 0-20% cash.

The investment rate of return for FY 2013 was 5.62%. FY 2012 it was 4.55%; for FY 2011, the first full year of the trust, it was 8.77%. The 3 year annualized return is 6.30%.

The current actuarial valuation report, dated January 4, 2012, uses a 5.5% discount rate and is the basis for reporting OPEB liabilities for the FY 2012 and FY 2013 financial statements. The Annual Required Contribution is \$344,127, which consists of the actual amount paid for retiree medical premiums during the fiscal year and the accrued expense to fund future years. Although there is no requirement to actually fund the ARC, it has been Board policy to do so. The FY 2013 amounts:

Medical Premiums Paid for Retirees	\$115,706
Contribution to PARS trust	<u>232,000</u>
Total Retiree Medical Costs paid	347,706
ARC	344,127
Overpayment for FY 2013	3,579
OPEB Liability as of June 30, 2012	<u>3,209</u>
Overpayment Carryover to FY 2014	<u>\$ 370</u>

A new actuarial valuation will be prepared by January 2014 and the ARC calculated in that report will be used for the FY 2014 and FY 2015 financial statements.

The A&F Committee has decided to continue with the Moderately Conservative Index PLUS investment option and the 5.5% investment rate of return for the upcoming actuarial valuation, but would like to give Board members an opportunity to discuss this.

To: Board of Directors

Date: September 11, 2013

From: Mary Burdick, Sr. Manager of Marketing

Reviewed by:

SUBJECT: Bus Advertising Services-Contract Extension

Summary of Issues:

The contract with Lamar Transit Advertising to provide bus advertising services allows for two one-year extensions. If exercised this will be the last option year. The current contract expires on December 31, 2013 if the final option year is not authorized.

The MP&L Committee has been reviewing branding options for the County Connection fleet of buses and may, upon further discussion with the full Board of Directors, recommend modifying the number and size of advertising formats allowed in the future. However, until these discussions take place the Committee recommends continuing with the final option year. If authorized the contract will expire on December 31, 2014.

Financial Implication

County Connection will receive a minimum annual guarantee of \$545,000 in the next year. The current minimum annual guarantee is \$535,000.

Options:

- 1) Approve exercising the final option year.
- 2) Do not approve exercising the option and go out to bid.
- 3) Other action as directed.

Recommendation:

Based on Lamar's continued commitment to the consortium of operators, The MP&L Committee recommends that the General Manager be authorized to exercise the final option year.

Attachment:

Resolution # 2014-006

RESOLUTION NO. 2014-006

BOARD OF DIRECTORS, CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STATE OF CALIFORNIA

* * *

**AUTHORIZING EXTENSION OF PROFESSIONAL SERVICES AGREEMENT WITH LAMAR
TRANSIT ADVERTISING FOR BUS ADVERTISING SERVICES**

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, Lafayette, Martinez, Orinda, Pleasant Hill, San Ramon, and Walnut Creek, and the Towns of Danville and Moraga (hereinafter "member jurisdictions"), have formed the Central Contra Costa Transit Authority (County Connection), a joint exercise of powers agency created under California Government Code Sections 6500, *et seq.*, to provide coordinated and integrated public transportation services within the area of such member jurisdictions; and

WHEREAS, by Resolution 2010-MA-01 the Central Contra Costa Transit Authority Board of Directors awarded a contract to Lamar Transit Services for the provision of interior and exterior bus advertising services, commencing on January 1, 2010 and expiring December 31, 2012, with two possible one year extensions; and

WHEREAS, the contract for Bus Advertising Service is a jointly negotiated contract with the Eastern Contra Costa Transit Authority (Tri Delta Transit) and the Western Contra Costa Transit Authority (WESTCAT), that is administered by the Central Contra Costa Transit Authority; and

WHEREAS, by Resolution 2013-008, County Connection exercised the first option year contract extension; and

WHEREAS, staff has found the performance of Lamar Transit Advertising Inc. to be satisfactory and professional; and

WHEREAS, staff has concluded that it would be in the best interests of County Connection and the partner agencies to continue to partner with Lamar Transit Advertising Inc. for the provision of bus advertising services and recommends the exercise of the second option year extension; and

WHEREAS, the minimum annual payment to County Connection for extension year two is \$545,000; and

WHEREAS, the Marketing, Planning, & Legislative Committee concurs with the staff recommendation for contract extension.

NOW, THEREFORE, BE IT RESOLVED that the Central Contra Costa Transit Authority Board of Directors authorizes the final one-year extension of the agreement with Lamar Transit Advertising Inc.

Regularly passed and adopted this 19th day of September 2013, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Erling Horn, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board