

County Connection

Advisory Committee

Summary Minutes

Meeting of May13, 2014

The meeting was called to order at 2:00 PM.

Members present were: David Loyd, Cary Kennerly, and Eileen Vonk

Staff present: Mary Burdick, Kathy Casenave, Alvaro Sayong, and Pam Rutheford (LINK)

Guest: Ralph Hoffmann

Approval of Agenda

The agenda was approved.

Approval of the Minutes of March 7, 2014

The minutes were approved.

Public Comment

Ralph Hoffmann announced a recent article was published on the “glacial meltdown”. He also noted that with the unusually high number of Spare The Air days he did not see an increase in riders. Finally, he reported that construction on Contra Costa Blvd. would impact County Connection bus service.

FY2014 Operating and Capital Budget

Kathy Casenave presented the FY2015 final draft operating and capital budget for fixed route and paratransit service. The proposed operating budget is \$34,693,212 - an increase of 4.8%, and the capital budget is \$22,336,478 – an increase of 15.1%. Key points that she highlighted were:

- Biggest increase from the FY2014 budget is in wages, primarily due to filling positions that have been vacant in both transportation and maintenance.
- Fuel costs are currently under budget, but are expected to increase by \$375,000 in FY2015.
- Paratransit operating costs are expected to be about the same.

The 10-Year forecast is the most optimistic it’s been in several years. While a lot can happen, the current forecast reflects a TDA reserve of about \$11 million in 2023, which represents approximately 3 months of expenses.

Creation of a County Connection “CoCo Pass”

Ms. Burdick provided a report that outlines County Connection wish to introduce an annual pass that will be sold to employers, developers, and neighborhood associations. Cities and counties are focused on including trip reduction strategies in their plans to comply with new transit oriented development requirements. Creating an annual pass gives us

something to offer Cities, employers and developers who are looking for traffic reduction options. The Administration and Finance Committee will recommend that we introduce the program in a limited way – offering no more than three contracts, with a minimum of 50 passes purchased at the annual cost of \$140 each.

ADA Monthly Reports

- A. ADA Certification and Recertification reports for March and April 2014 were reviewed without comment.
- B. LINK monthly operating reports for February and March 2014 were reviewed. The number of subscription trips continues to grow.
- C. Ramp Events recorded on the fixed-route system for February and March 2014 were reviewed without comment.

Fixed-Route Staff Reports

- A. Fixed-route Ridership Report – The monthly reports for February and March 2014 were reviewed. Average weekday riders are relatively flat over previous month/year ridership.
- B. Driver Appreciation Winners – There was no drawing in March, and Sophia Morris was the winner in April.
- C. Customer Service Reports – Customer telephone contacts were presented for March and April 2014. There were 89 customer contacts that generated a customer service complaint form for follow-up by the appropriate department. The total number of telephone calls answered during this period was 10,450.
- D. CCCTA Website User Information - Staff provided website user statistics for March and April 2014.

Advisory Committee Meeting Change

Ms. Burdick distributed a photo of the conference room available in the Pleasant Hill office of Cary Kennerly, which appears to be of adequate size for this committee should the group decide to change to a more central location. The group decided to stay in Concord for the time being.

Upcoming Agenda Items

FY2015 Budget and the final service change recommendations would be on the next agenda.

Adjournment

The meeting was adjourned at 3:10 PM.

The next meeting scheduled for Tuesday, July 8, 2014.

Mary Burdick, Manager of Customer Service

Date