

# *County Connection*

## Advisory Committee

### Summary Minutes

Meeting of September 9, 2014

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

Members present were: Eileen Vonk, Cary Kennerley, Randy Pedersoli, and Jeremy Weinstein.

Staff present: Mary Burdick

#### **Approval of Agenda**

The agenda was approved as presented.

#### **New Member Introductions**

Randy Pedersoli was introduced as the new member from San Ramon, and Jeremy Weinstein was introduced as the new member from Walnut Creek.

#### **Approval of the Minutes of July 8, 2014**

The minutes were approved.

#### **Public Comment**

There was no public comment.

#### **2013-14 Short Range Transit Plan Update-Draft**

Laramie Bowron presented the final draft of the FY2013-14 Short Range Transit Plan update that included updated financial estimates from the Metropolitan Transportation Commission (MTC) and budget data from County Connection's finance department. Mr. Bowron explained that MTC requires operators to prepare full updates every four years with updates during the interim years.

This update focuses on performance standards, operating and capital revenues, and identifies any new projects that were not included in the last full plan approved in 2012. Mr. Bowron pointed out that County Connection met the Farebox Recovery Ratio and Cost per Revenue Hour performance standards for the first time in three years. There was a brief discussion whereby Mr. Bowron explained the differences between operating vs. revenue hours, and the why we use revenue hours as a measurement of passenger productivity. The various tables were discussed and explained. County Connection projects that financial estimates support current service levels throughout the 20-year plan.

Mr. Bowron explained that a "Capital Vision List" was included in the update that includes several projects ranging from a comprehensive list of bus stop enhancements, and several facility upgrade projects. All projects must be in the plan in the event that a funding source becomes available.

The Committee thanked Mr. Bowron for his time and made no recommendation for changes.

### **Cap and Trade Program Update**

Kristina Vassallo provided a brief update on recent activity. The Cap and Trade Program was developed by the California Air Resources Board (CARB) with the goal of reducing greenhouse gases by 3% each year. The process for allocating funds is at the beginning stages, and a series of workshops has been scheduled to gather input as they prepare to develop the program guidelines. We won't know how this program will affect County Connection until the guidelines are developed, but County Connection staff will follow the developments and provide update reports.

### **ADA Monthly Reports**

- A. ADA Certification and Recertification reports for July and August 2014 provided.
- B. LINK monthly operating reports for June and July 2014 were reviewed.
- C. Ramp events recorded on the fixed-route system for June and July 2014 were reviewed.

### **Fixed-Route Staff Reports**

- A. Fixed-route Ridership Report – The monthly reports for June and July 2014 were reviewed. Average weekday riders remain relatively stable over previous month/year ridership, with the month of July showing a slight increase over previous year figures.
- B. Driver Appreciation Winners – Lisa Wilson-Cash and Jason Savage were the winners for July and August.
- C. CCCTA Website User Information - Staff provided website user statistics for July and August 2014.
- D. Customer Service Reports – The number of complaints and commendations were provided, as well as the number of telephone calls coming to the Information Center.

### **Member Communication**

Ms. Burdick announced that with the growing interest in conference calling, we'll make arrangements for this option for the November meeting.

### **Adjournment**

The meeting was adjourned at 3:15 PM.

The next meeting is scheduled for Tuesday, November 11, 2014.

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Mary Burdick, Manager of Customer Service

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Date