

**Summary Minutes**  
**Operations & Scheduling Committee**  
Supervisor Andersen Office  
309 Diablo Road, Danville, CA  
**October 8, 2014, 9:00 a.m.**

**Directors:** Directors Candace Andersen, Dave Hudson  
**Staff:** Anne Muzzini, Bill Churchill, and Laramie Bowron  
**Public:** None

**Call to Order:** Meeting called to order at 9:05 a.m. by Director Andersen

1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** None.
3. **Approval of O&S Summary Minutes for September 10, 2014:** Minutes were approved.
4. **Maintenance:**
5. **Planning and Scheduling:**
  - a. Update on Clipper Implementation – Ms. Muzzini presented this verbal update on the implementation of Clipper. She stated that County Connection, Tri Delta transit, Wheels, and WestCAT have agreed to enter the Clipper program as a single entity and that work was being done to coordinate fare and transfer policies. She stated that MTC projects that Clipper will be launched in the East Bay by fall 2015. Director Hudson asked how businesses would contribute to fares. Ms. Muzzini responded that businesses would get a logo on the Clipper Card to indicate their passes.
  - b. Trolley Re-Route for Broadway Plaza Construction – Ms. Muzzini presented this verbal report on the Broadway Plaza construction closure in Walnut Creek. She stated that the City intends to close the plaza on February 28 and that County Connection's Route 4 would be re-routed to Main Street. Director Andersen asked whether this change lines up with the operator bid cycles. Ms. Muzzini responded by indicating that the change did not directly line up but that it was close enough and would not present an issue.
  - c. Update on Planning Projects
    - i. Lamorinda Study – Ms. Muzzini presented this verbal update and informed the Committee that a contract had been negotiated with Nelson/Nygaard to complete the Lamorinda Study and that work beginning with key stakeholders. Director Andersen requested that the project team speak to government officials and city managers as part of the outreach process.
    - ii. Countywide Express Bus Study – Mr. Bowron presented this verbal update and informed the committee that the Measure J funded Countywide Express Bus Study received 4 proposals: ARUP, Nelson/Nygaard, Stantec, and Transportation Management & Design. He explained the goal of negotiating a contract before 2015 and that interviews had been scheduled for the following weeks. Director Hudson requested that the consultant include the West Dublin/Pleasanton and Dublin/Pleasanton BART stations in their study area as they play an important role in the traffic on I-680.

- iii. Mobility Management Implementation – Mr. Bowron presented this verbal update and informed the Committee that the Contra Costa Transportation Authority (CCTA) had voted to transfer their Cycle 3 New Freedom Grant to County Connection to be combined with a Cycle 5 grant. This would be used to fund a Mobility Management pilot program. He stated that work on the scope and timeline of the project were still in progress.

**6. Staff Reports**

- a. Annual Operating Statistics - Ms. Muzzini presented the annual operating report. Director Hudson noted that the declining net subsidy/passenger indicator would be helped by a fare increase. Ms. Muzzini informed Director Hudson that at the Board meeting he would have to request that the Administration and Finance Committee explore a fare increase.
- b. Fixed Route Monthly Report – August 2014 – Ms. Muzzini presented the fixed-route report which was approved without comment.
- c. LINK Monthly Report – August 2014 – Ms. Muzzini presented the report which was approved without comment.

**7. Committee Comments** – None.

**8. Future Agenda Items** – None.

**9. Next Scheduled Meeting** –The committee scheduled the next meeting for November 7 at 8:30am at Supervisor Andersen’s Office.

**10. Adjournment** – The meeting was adjourned at 9:45 a.m.

Minutes prepared and submitted by: Laramie Bowron, Manager of Planning