

County Connection

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

BOARD OF DIRECTORS MEETING AGENDA

**Thursday, February 19, 2015
9:00 a.m.**

**CCCTA Paratransit Facility
Gayle B. Uilkema Memorial Board Room
2477 Arnold Industrial Way
Concord, California**

The County Connection 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 January 15, 2015*
- 5) Report of Chair
- 6) Report of General Manager
 - a) Recognition of Employees of the 4th Quarters, 2014
 - b) Update on the Application of PEPRA to Public Transit Employees in California
- 7) Report of Standing Committees
 - a. Administration & Finance Committee
(Committee Chair: Director Don Tatzin)
 - 1) Authorization to Apply for Cap and Trade funds to Support Martinez Shuttle*
Resolution No. 2015-022*
(The A & F Committee recommends that the Board approve Resolution No. 2015-022 that will enable staff to apply for \$185,881 in Cap and Trade funding to offset operating cost for the Martinez Shuttle.)
 - b. Marketing, Planning & Legislative Committee
(Committee Chair: Director Rob Schroder)

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

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

- 1) Draft County Connection 2015 Federal Legislative Program*
(The MP & L Committee recommends that the Board approve the Draft County Connection 2015 Federal Legislative Program.)

c. Operations & Scheduling Committee
(Committee Chair: Director Candace Andersen)

- 1) Upgrade and Installation of Security Gates*
Resolution No. 2015-023**
(The O & S Committee recommends that the Board authorize the General Manager to award a contract by County Connection to Electronic Innovations, Inc. for the upgrade and installation of security gates.)

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

**It will be available at the Board meeting.

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@countyconnection.com

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, March 19, 9:00 a.m., County Connection Board Room
Administration & Finance:	Wednesday, March 4, 9:00 a.m. 1676 N. California Blvd., Suite 620, Walnut Creek
Advisory Committee:	TBA, County Connection Board Room
Marketing, Planning & Legislative:	Thursday, March 5, 8:30 a.m., 100 Gregory Ln, Pleasant Hill, CA 94523
Operations & Scheduling:	Friday, March 6, 8:00a.m., Supervisor Andersen's Office 309 Diablo Road, Danville, CA

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

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Concord, CA 94520-5326

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Agenda Item No. 4.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

January 15, 2015

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

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

Staff: Ramacier, Chun, Glenn, Barnes, Barrientos, Bernhus, Bowron, Churchill, Dean, Gaston, Hill, March, Mitchell, Muzzini, Vassallo and Woodard

PUBLIC COMMENT:

Judy Barrientos, ATU Local 1605 President, thanked the Board for approving the raises for the operators. But they still have to deal with difficult passengers. She would like to talk about this subject again during negotiations on the next contract talks.

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 18, 2014: (b) Authorization of General Manager to Apply for Transit Security Program Funds for 2015 to Support ITS Maintenance Cost and Resolution No. 2015-019. Director Simmons seconded the motion and it received the following vote of approval:

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

REPORT OF CHAIR: None

REPORT OF GENERAL MANAGER:

Recognition of Employees with 20 Years of Service

Monroe Woodard, an operator and current Rodeo participant. He is a great employee who all the drivers, as well as management, love to work with. Not only is he the current Rodeo participant he has represented County Connection on two different occasions.

Nils Bernhus is a dedicated, humble and cordial operator who has received numerous complimentary letters from passengers throughout the years.

Director Worth arrived.

Robin March is not only an operator, he is also an instructor and he is great at being both. We look forward to enjoying more years to come with these great employees.

Chair Dessayer thanked the operators for continued great service and appreciates all of their hard work, as they are the back bone of the company.

Director Hoffmeister arrived.

Appointment of CCTA Bus Transit Board Ex-Officio Alternate

General Manager Rick Ramacier explained that CCTA asked for County Connection to appoint a Board member to be an Alternate Ex-Officio for this year and then next year County Connection will be the Ex-Officio. After some Board discussion, Director Hudson made a motion:

MOTION: Director Hudson moved the Appointment of CCTA Bus Transit Board Ex-Officio Alternate to be Bob Simmons representing the City of Walnut Creek. Director Manning seconded the motion and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Hoffmeister, Hudson, Manning, Schroder, Simmons, Weir and Worth
No: None
Abstain: None
Absent: Directors Storer and Tatzin

Update on the Application of PEPRA to Public Transit Employees in California

General Manager Rick Ramacier explained that PEPRA, the California Public Employees' Pension Reform Act, triggered action by the U.S., Department of Labor to hold up all federal transit grants in California, under the labor protection provision known as 13(c) in federal transit law. A California bill was passed that would exempt public transit employees from PEPRA until a court decision was made on the applicability of PEPRA to them. On December 30, 2014, the federal district court ruled that the Department of Labor had over stepped its authority in refusing to certify pending federal grants. Accordingly, PEPRA became applicable to new public transit employees as of 12/31/2014. Rick and CCCTA's attorneys will continue to monitor the proceedings to evaluate their effect on CCCTA employees.

REPORT OF STANDING COMMITTEES

Administration & Finance Committee

Shadelands Fare Reimbursement Agreement

Director Manning stated that the A & F Committee met and discussed the Shadelands Fare Reimbursement Agreement. Anne Muzzini explained that the Shadelands property owners have agreed to subsidize a free shuttle to the Shadelands area to BART. Staff has negotiated an agreement for the funding with the Chamber of Commerce, as the fiscal agent for the Shadelands property owners, will remain in effect until one of the parties want to discontinue it. After some Board discussion, Director Manning made a motion.

MOTION: Director Manning moved approval of Resolution No. 2015-020, authorizing the General Manager to enter into an agreement with the Walnut Creek Chamber for fare subsidy of Route #7. Director Weir seconded the motion and it received the following vote of approval:

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

Marketing, Planning & Legislative Committee

Title VI Program Report

Director Schroder introduced the item and turned the meeting over to Laramie Bowron, Manager of Planning. He explained that every three years it is required that County Connection update its Title VI Standards and Policies to ensure that its services are provided in a nondiscriminatory manner. Laramie explained that the Title VI Program Report will be submitted to the Federal Transit Administration. He noted that under County Connection's Language Assistance Plan, certain bus materials will be translated into the seven different languages that represent the demographics of the public that we serve. After a brief Board discussion, Director Schroder made a motion.

MOTION: Director Schroder moved that the Board adopt Resolution No. 2015-021 and adopt the Title VI Plan. Director Andersen seconded the motion and it received the following vote of approval:

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

Director Simmons thanked the MP & L Committee for all of their hard work.

BOARD COMMUNICATION: None

ADJOURNMENT: Chair Dessayer adjourned the regular Board meeting at 9:38 a.m.

Minutes prepared by

Lathina Hill
Assistant to the General Manager

Date

To: Board of Directors

Date: February 9, 2015

From: Anne Muzzini, Director of Planning and Marketing

Reviewed by:

Subject: Cap and Trade Grant

Summary

The Cap and Trade funding program for transit is officially titled the Low Carbon Transit Operations Program (LCTOP). In recent weeks Caltrans has released funding amounts and guidelines for grant applications for the LCTOP program. County Connection is slated to get \$185,881 in 2014-15 funds. Eligible projects include capital and operating, however the funds must support service in a defined disadvantaged community or be shown to benefit one. Disadvantaged communities, or DAC's, are census tracts that have been ranked by the California Air Resources board. There is only one DAC in Central County and it is in eastern Martinez. Staff proposes to use the new source of funding to pay for the implementation of the Martinez Shuttle, a route that was defined in the Adaptive Service Plan.

What is the LCTOP?

The LCTOP is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on service disadvantaged communities. For agencies whose service area includes disadvantaged communities, at least 50 percent of the total moneys received shall be expended on projects that will benefit disadvantaged communities. SB862 continuously appropriates five percent of the annual auction proceeds in the Greenhouse Gas Reduction Fund for LCTOP.

Proposed Grant Application

The A&F Committee recommends that Board approve resolution # 2015-022 that will enable staff to apply for \$185,881 in Cap and Trade funding to offset operating cost for the Martinez Shuttle. This route was developed in the Adaptive Service Plan but was not implemented due to funding constraints and the lack of support for cutting Route #19 to pay for it. The LCTOP funds would offset most of the cost of the route - \$236,300 – with the remainder coming from local/TDA funds. The route is within ½ a mile of the defined DAC so it will meet the eligibility criteria.

RESOLUTION NO. 2015 - 022

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

* * *

**AUTHORIZE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES FOR
THE LOW CARBON TRANSIT OPERATIONS PROGRAM**

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

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations;

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the Low Carbon Transit Operations Program (LCTOP);

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies);

WHEREAS, CCCTA desires to apply for LCTOP funds for the proposed Martinez Shuttle, as recommended in the Adaptive Service Plan adopted by the Board, in furtherance of CCCTA's public transportation purposes; and

WHEREAS, the Administration & Finance Committee has recommended that the Board authorize staff to apply for LCTOP funds and delegate authorization to execute necessary grant documents and any amendments thereto, to the General Manager, Director of Planning and Marketing, and the Director of Maintenance; and

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority that staff is hereby authorized to seek LCTOP funding for the proposed Martinez Shuttle; and

BE IT FURTHER RESOLVED that in furtherance thereof, the General Manager, Director of Planning and Marketing, and Director of Maintenance be authorized to execute all required documents of the LCTOP program and any amendments thereto with the California Department of Transportation.

Regularly passed and adopted this 19th day of February 2015, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

A.G. Dessayer, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

To: Board of Directors

Date: February 9, 2015

From: Kristina Martinez, Civil Rights Administrator

Reviewed by:

SUBJECT: Draft County Connection 2015 Federal Legislative Program

Background:

Attached you will find a draft of the County Connection 2015 Federal Legislative Program. This includes County Connection's support in the reauthorization of MAP-21 and full funding of the FY16 appropriations bill. MAP-21 programs were recently extended from September 30, 2014 through May 31, 2015.

A sample brochure of the County Connection 2015 Federal Legislative Program will be available for viewing at the scheduled Board of Directors meeting. Please feel free to provide feedback or suggestions for the program.

MP&L Committee Review:

The MP&L Committee has reviewed a draft of the 2015 Federal Legislative Program, which included content and organization. The attached draft provided reflects any comments and recommendations made by committee members.

Action Requested:

The MP&L Committee and staff respectfully request that the Board of Directors approve the County Connection 2015 Federal Legislative Program.

County Connection Provides These Important Transit Benefits:

- Commuter shuttles that reduce travel time, relieve congestion, and connect to regional transportation services.
- Comprehensive local services that allow students to use public transit to go to and from school.
- Direct and convenient service between communities of concern like the Monument Corridor in Concord and medical facilities like the County Hospital.
- Over 200 jobs directly and hundreds more indirectly through the purchase of vehicles and supplies.
- Alternative modes of transportation that support the local economy and environmental improvements, energy independence, senior mobility, student transportation, and connections to the Bay Area region for all activities.
- Direct connections to shopping via shuttles from neighborhoods and BART.

Stay Connected with County Connection



2477 Arnold Industrial Way • Concord, CA 94520 • (925) 676-1976

The information in this brochure is available on the County Connection website - www.countyconnection.com

2015 Federal Legislative Program



COUNTY CONNECTION

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County Connection

County Connection is a joint powers agency that provides fixed-route and ADA paratransit services through the communities of Clayton, Concord, Danville, Lafayette, Martinez, Moraga, Orinda, Pleasant Hill, San Ramon, Walnut Creek, and unincorporated communities in Central Contra Costa County. County Connection operates a fleet of 121 fully accessible transit buses and 63 paratransit vehicles and continually strives to best meet the needs of our customers, communities, and the general public.

County Connection Mission

CCCTA is committed to providing transportation services with the constraints of our suburban and financial environment. CCCTA will also aggressively promote the expanded use of transit through creative implementation of programs and services to the communities we serve, in order to improve air quality, reduce traffic congestion, and energy consumption.



County Connection Innovation

- County Connection plays a key role in facilitating mobility management and commute alternatives that go beyond traditional fixed-route transit, giving the public greater transportation options.
- County Connection will use a federal Clean Fuels grant to fund the full electrification of our highly successful Walnut Creek downtown trolley.
- County Connection maintains a nationally recognized public-private partnership with the Bishop Ranch Business Park to provide frequent shuttles between Bishop Ranch and two regional rail systems, BART and the ACE Train. This features significant operating cost reimbursement as well as full fare subsidy from Bishop Ranch.
- County Connection customers can use Bus Tracker, a real time bus stop information system that allows people to access real time bus arrival predictions from their laptops and smart phones.
- County Connection uses clean burning hybrid Gillig buses manufactured locally.
- County Connection has participated in the planning of innovative transit oriented development projects at both the Pleasant Hill and Walnut Creek BART stations. Both stations will serve as major transit hubs for regional connectivity.

Position #2: Fully fund the FY16 transit appropriations bill

County Connection needs federal funds to maintain service levels and maintain capital equipment to a state of good repair. The FY16 transit appropriations bill should:

- Maintain funding in FY16 at the authorized level.
- Provide funding in a timely manner without unnecessary, burdensome, and costly review.



Ridership

County Connection customers rely upon public transportation and come from diverse backgrounds both socially and economically. The service area (Central Contra Costa County) is approximately 200 square miles with a population of close to 500,000. Annual ridership is estimated at 5 million for both fixed-route and paratransit services. County Connection customers are:

- Commuters going to work
- People connecting to regional rail like BART, Capitol Corridor and ACE Train (Altamont Commuter Express)
- Students going to school
- Seniors and persons with disabilities who are dependent on public transit
- Riders who rely on transportation and participate in the community
- Residents who want to connect to their life activities in a manner that reduces their carbon footprint

Without County Connection services, many Central Contra Costa residents would have no transportation available for work, school, medical appointments, or to take advantage of recreational opportunities. For our residents, County Connection is a life sustaining service!

Federal Legislative Program

Legislation is a major component in determining Federal policies and programs. In turn, it widely affects the funding allocations that County Connection will utilize in its operations and budgets.

County Connection relies on over \$5 million dollars annually in federal transit funding for necessities crucial to the Authority such as federally mandated bus replacement and preventive maintenance. Moreover, sufficient federal investments in public transit will be imperative in order to attract new ridership and acquire long-term solutions to issues such as air quality and traffic congestion.

County Connection supports two primary objectives:

1. Reauthorization of MAP-21
2. Fully funding the FY16 transit appropriations bill



Position #1: Reauthorize MAP-21 with the following principles

Reauthorization of Moving Ahead for Progress (MAP-21) is crucial to the core mission of County Connection. The principles behind MAP-21 should:

- Ensure fair share to federal funding for suburban transit systems in large urban areas.
- Secure the financial integrity of the Mass Transit Account within the Highway Trust Fund.
- Provide a substantial federal investment in order to meet the estimated \$60 billion in public transit capital needs.
- Continue to allow the use of federal formula funds for preventive maintenance and to maintain present levels of service through direct operating assistance options.
- Restore fairness and balance between bus and rail capital needs.
- Maintain new programs for Enhanced Mobility of Seniors and Individuals with Disabilities, and continue the former Job Access/Reverse Commute program within the 5307 and 5311 formula programs. Maintain and enhance the related coordination requirements.
- Maintain the ADA set-a-side option in the 5307 program.

To: Board of Directors

Date: February 9, 2015

From: J. Scott Mitchell
Director of Maintenance

Reviewed by:

SUBJECT: Upgrade and Installation of Security Gates

BACKGROUND: When Central Contra Costa Transit Authority constructed its facilities at 2477 Arnold Industrial Way, Concord, three (3) gates were installed leading onto the facility. The three gates are identified as follows: the west gate (upper parking lot), the main gate (bus entrance), and east gate (maintenance lower parking lot).

These gates have provided County Connection with many years of service, however, the equipment is aging and the maintenance hours and costs are steadily increasing. The gates are in need of upgrading and replacement.

SUMMARY OF ISSUES: County Connection issued an Invitation For Bids (IFB) for the upgrade and installation of three (3) security gates. The Bid was advertised on County Connection's website and in the Contra Costa Times. At the bid opening date and time, three (3) bids were received from interested contractors. The bids received were: 1) Electronic Innovations, Inc., \$78,010.77, 2) Golden Gate Fence Plus Iron Works, Inc., \$87,598.00, and 3) Roe's Construction & Electrical Service, \$166,206.47. All three bids were in compliance.

OPTION 1: The O&S Committee recommends that the County Connection Board of Directors award a contract to Electronic Innovations, Inc. for the upgrade and installation of security gates.

OPTION 2: The O&S Committee reject all bids and direct staff to re-advertise the Bid.

OPTION 3: The O&S Committee recommend to not award a contract.

FINANCIAL IMPLICATIONS: County Connection has approved grant funds available for this project. Grant 13-0011-01 (TDA) has \$78,010.77 earmarked for this project. The \$78,010.77 will sufficiently fund the entire security gate upgrade and installation project.

RECOMMENDATIONS: The O&S Committee recommend that the Board of Directors award a contract to Electronic Innovations, Inc. for the upgrade and installation of security gates.

ACTION REQUESTED: The O&S Committee recommend that the Board of Directors at its February 19, 2015 meeting, authorize the General Manager to award a contract by County Connection to Electronic Innovations, Inc. for the upgrade and installation of security gates.