

County Connection

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Agenda Item No. 4.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

June 18, 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 Andersen, Hudson, Manning, Noack, Schroder, Simmons, Storer and Tatzin. Director Hoffmeister arrived after the meeting convened. Director Worth was absent.

Staff: Ramacier, Chun, Glenn, Barnes, Barrientos, Bowron, Casenave, Churchill, Dean, Hill, Lawrence, Martinez, Mitchell, Moran, Muzzini, and Rettig.

MOTION: Chair Dessayer made a motion to add the following item to the agenda, which arose after the posting of the agenda and that requires immediate action:

Closed Session:

Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)

Employee Organizations: Teamsters Union, Local 856

Open Session:

Consideration of Action to Ratify Memorandum of Understanding with Teamsters Union, Local 856

Director Andersen seconded the motion and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Hudson, Manning, Noack, Schroder, Simmons, Storer and Tatzin

No: None

Abstain: None

Absent: Directors Hoffmeister and Worth

Director Hoffmeister arrived.

PUBLIC COMMENT: None

PUBLIC HEARING: CCCTA FY 2016 OPERATING AND CAPITAL BUDGET

At 9:03 a.m. Chair Dessayer opened the public hearing regarding the CCCTA FY2016 Operating and Capital Budget. He stated that the public hearing is being held for the purpose of discussing and receiving public input on the budget. Kathy Casenave, Director of Finance, advised the public hearing was properly noticed in the Contra Costa Times. The proposed FY 2016 Operating and Capital Budget is \$38,045,165. The operating budget is \$36,741,165, which is funded 80% with local funds, 14% from

the farebox and special fare revenues, 4% federal funds, and 2% with other revenue. The operating budget will support approximately 224,324 revenue hours of fixed-route service and 79,394 revenue hours of County Connection LINK dial-a-ride services. Chair Dessayer asked if there were any comments from the public regarding the FY2016 Operating and Capital Budget. No comments were received and the public hearing closed at 9:05 a.m.

CONSENT CALENDAR

MOTION: Director Tatzin moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of May 21, 2015; (b) Approval of Resolution No. 2015-033 Declaring an Effective Date for Compensation Adjustment for the General Manager for FY 2015-2016; (c) Approval of Resolution No. 2015-034 Declaring Effective Date for Compensation Adjustment for Administrative Staff for FY 2015-2016. Director Andersen seconded the motion and it received the following vote of approval:

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

REPORT OF CHAIR:

Chair Dessayer stated that the Board members will be receiving the forms for the annual performance evaluation of the General Manager in the mail shortly. He requested that Board members mail or email them back before July 10, 2015.

REPORT OF GENERAL MANAGER:

Recognition of Retiring Employee: Albert Lawrence-Transit Operator

General Manager Rick Ramacier also reported that the Manager of Planning, Laramie Bowron, will be leaving County Connection and going to AC Transit.

Chair Dessayer thanked Albert Lawrence for his 17 years of great service and expressed appreciation for all the support that Laramie Bowron has given the Board.

REPORT OF STANDING COMMITTEES

Administration & Finance Committee

Approval of FY 2016 Proposed Final Budget, FY2015 Estimated Actual and Resolution No. 2015-030

Director Tatzin introduced the item to the Board and stated that this is the latest update to the budget. The A & F Committee has reviewed and made adjustments to the Draft FY 2016 Budget. He turned it over to Kathy Casenave, Director of Finance. She explained that the draft budget assumes that current vacant positions will be filled and the Martinez shuttle will be implemented.

MOTION: Director Tatzin moved approval of Resolution No. 2015-030, Adoption of Final Fiscal Year 2016 Operating and Capital Budget in the Amount of \$38,045,165. Director Manning seconded the motion and it received the following vote of approval:

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

On-Call Engineering Services Contract Award, Resolution No. 2015-031

Director Tatzin introduced the item to the Board. Staff recommends awarding a contract for On-Call Engineering Services to develop engineering studies, civil and site improvement designs, mechanical, electrical, architectural and space planning, structural design, environmental studies, constructability analysis, cost estimates, and construction management as needed for small public works projects undertaken by County Connection. Such projects may include bus stop improvements, parking lot redesign, underground tank replacements, and implementation of the WAVE inductive charging unit for the electric trolley project. Anne Muzzini explained the competitive solicitation process for selection of the consultant, Diablo Engineering Group. Following Board discussion, Director Tatzin made a motion.

MOTION: Director Tatzin moved approval of Resolution No. 2015-031, Authorizing Award of a Contract for On-Call Engineering Services in an Amount not to exceed \$1.8 Million over a Three Year Base Term and Two One Year Option Terms. Director Manning seconded the motion and it received the following vote of approval:

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

Marketing, Planning & Legislative Committee

Approve Martinez Shuttle, Resolution No. 2015-032

Director Schroder introduced the item. The Board has previously reviewed the proposal to implement a Martinez Shuttle, to be funded from savings from eliminating other service in Martinez. As additional funds have been secured to allow its implementation, staff has done a Title VI analysis of the proposed route, which constitutes a major service change. He then turned the meeting over to Laramie Bowron. Laramie explained that the proposed shuttle will not have a disproportionate impact on low income populations, nor a disparate impact on minority populations, under the standards of the Title VI policy adopted by the Board. Staff recommends that the Board approve the Title VI Equity Analysis and implementation of the proposed Martinez Shuttle.

MOTION: Director Schroder moved that the Board approve Resolution No. 2015-032, Approving the Title VI Equity Analysis for the Proposed Martinez Shuttle, which authorizes the General Manager to implement the Martinez Shuttle in Fall 2015. Director Hudson seconded the motion and it received the following vote of approval:

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

Operations & Scheduling Committee

Clipper Implementation Update

Director Andersen stated that she is excited that County Connection is in the process of implementing the Clipper electronic fare collection program, as the convenience for the riders and commuters will be a great asset. She then turned the meeting over to Anne Muzzini, Director of Planning and Scheduling. The installation of the equipment will be done in July and August with an implementation sometime in October of 2015. She went into detail as to how Clipper will work with our bus system and how the fares will be calculated. It is proposed that County Connection establish a Day Pass Accumulator, to allow cash value stored on the Clipper card to pay for local bus fares up to a maximum amount, for unlimited local rides in a day. A public hearing on the proposed Day Pass Accumulator will be scheduled for July, and a Title VI analysis conducted before the Board considers action to approve it. Following Board discussion, Director Andersen informed the Board that the official launch of Clipper is planned for January 2016.

WiFi Service on all Fixed Route Buses

Director Andersen stated that the MP&L Committee supports implementing WiFi on all fixed route buses. The cost difference for unlimited data and the 500Mb plan is \$18 a month per bus and about \$22,000 a year. An annual budget of \$30,000 to include contingencies is proposed. It will be a free service for riders and a great convenience factor for them too. County Connection is looking at a target date of the Fall of 2015 so it will be around the same time as the Clipper implementation.

MOTION: Director Andersen moved approval to implement WiFi Service on all Fixed Route Buses, at an estimated annual cost of \$30,000. Director Hudson seconded the motion and it received the following vote of approval:

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

BOARD COMMUNICATION: None

Closed Session:

Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)

Employee Organizations:

Machinist Automotive Trades District Lodge No. 1173

Teamsters Union, Local 856

Conference with Legal Counsel- Anticipated Litigation (pursuant to Government Code Section 54957.9 (b)-one potential case.

At 9:38 a.m. Chair Dessayer announced that the Board will go into closed session to confer with its labor negotiator, Pat Glenn, regarding Machinists Automotive Trades District Lodge No. 1173 and Teamsters Union, Local 856. In addition, the Board will confer in closed session with Legal Counsel regarding an anticipated litigation matter.

Director Andersen leaves.

OPEN SESSION:

The Board reconvened in open session at 10:15 a.m. Chair Dessayer announced the Board met in closed regarding Consideration of Action to Ratify Memorandum of Understanding with Machinists Automotive Trades District Lodge No. 1173 and Teamsters Union, Local 856.

MOTION: Director Tatzin moved approval to Ratify Memorandum of Understanding with Machinist Automotive Trades District Lodge No. 1173. Director Hudson seconded the motion and it received the following vote of approval:

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

MOTION: Director Tatzin moved approval to Ratify Memorandum of Understanding with Teamsters Local 856. Director Hudson seconded the motion and it received the following vote of approval:

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

Director Dessayer also reported that the Board conferred with Legal Counsel regarding a matter of anticipated litigation. No action was taken.

ADJOURNMENT: Chair Dessayer adjourned the regular Board meeting at 10:17 a.m., in remembrance of Rick Ramacier's father, who passed away a few days ago.

Minutes prepared by

Lathina Hill
Assistant to the General Manager

Date