

County Connection

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

BOARD OF DIRECTORS MEETING AGENDA

**Thursday, October 20, 2016
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 September 15, 2016*
 - b. County Connection Investment Policy-Quarterly Reporting Requirement*
 - c. Authorizing the filing of applications with the Federal Transit Administration for federal transportation assistance. *
Resolution No. 2017-005*
5. Report of Chair
6. Report of General Manager
 - a. Update on California Legislation Extra Ordinary Session on Transportation
 - b. Status of The California Resource Board (CARB) progress on updating requirements for public bus agencies to further reduce tailpipe emissions to near zero
 - c. Broad time frame for the Introduction of 4 All Electric Buses, partially financed by the Federal Low or No Emissions Program
 - d. Update on Walnut Creek All Electric Trolley Ribbon Cutting Ceremony
7. 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

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CENTRAL CONTRA COSTA TRANSIT AUTHORITY

matters to committee or staff for information, or requesting a report (on any matter) be made at another meeting.

8. Closed Session:
Public Employee Performance Evaluation; Conference with Labor Negotiator
Pursuant to Government Code Sections 54957, 54957.6
Position: General Manager
9. Open Session:
Consideration of Adjustment to the General Manager's Compensation
Resolution No. 2017-004*
10. 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, November 17 , 9:00 a.m., County Connection Board Room
- Administration & Finance: Wednesday, December 7, 9:00 a.m. 1676 N. California Blvd., Suite 620, Walnut Creek, CA
- Advisory Committee: TBA, County Connection Board Room
- Marketing, Planning & Legislative: Tuesday, November 1, 9:00 a.m., 1676 N. California Blvd., Suite 620, Walnut Creek, CA,
- Operations & Scheduling: Friday, November 4, 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

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

countyconnection.com

Agenda Item No. 4.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

September 15, 2016

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

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

Staff: Ramacier, Chun, Cheung, Churchill, Hill, Horta, Martinez, Mitchell, Rettig and Robinson

Public Comment: None

CONSENT CALENDAR

MOTION: Director Hoffmeister moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of July 21, 2016; and (b) Resolution No. 2017-003, Increasing Cafeteria Amounts for Non Represented Employees. Director Noack seconded the motion and it received the following vote of approval:

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

Directors Diaz and Tatzin arrived.

REPORT OF CHAIR:

Seating of CCCTA Officers

Chair Robert Storer turned the gavel over to Laura Hoffmeister who is now the Chair of the Board. She announced that the new Vice Chair is Rob Schroder and the new Secretary is Sue Noack. She also announced the new committee assignments:

Administration & Finance Committee

Candace Andersen

Al Dessayer

Sue Noack

Don Tatzin

Marketing, Planning & Legislation Committee

Jim Diaz

Bob Simmons

Amy Worth

Operations & Scheduling Committee

Dave Hudson

Rob Schroder

Robert Storer

MOTION: Director Storer moved approval of the committee assignments. Director Schroder 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 GENERAL MANAGER:

Update on Extraordinary Session on Transportation

General Manager Rick Ramacier explained that Senate Bill 824 is a clean up of the Cap and Trade legislation and includes all of the amendments CTA and CCCTA had proposed.

Report on APTA Annual Conference, Los Angeles, CA

Rick Ramacier informed the Board that key staff and Dave Hudson attended the APTA conference in Los Angeles, CA, it was well attended and informative for the upcoming elections.

Update on Implementation of Wireless Trolley Bus

Rick Ramacier announced that County Connection will have a ribbon cutting ceremony on Saturday, November 5, 2016 from 10 a.m. -12 p.m. to showcase our new electric trolley bus which will run in downtown Walnut Creek.

BOARD COMMUNICATION:

Dave Hudson reported that the APTA conference was definitely one of the better ones as of late. A lot of the seminars were geared towards autonomous vehicles; people are beginning to be interested more in transit innovations and infrastructures.

Closed Session:

At 9:18 a.m., the Board went into a closed session regarding:

Public Employee Performance Evaluation; Conference with Labor Negotiator (pursuant to Government Code Section 54957, 54957.6)

Position: General Manager

Open Session:

At 9:36 a.m., the Board came back to open session, Chair Hoffmeister reported that Rick Ramacier has been a great asset to County Connection any monetary adjustments will be retroactive to July 1, 2016. We will meet again at next month's meeting with the appropriate information.

ADJOURNMENT: Chair Hoffmeister 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: September 26, 2016

FROM: Rick Ramacier
General Manager

SUBJECT: CCCTA Investment Policy – Quarterly Reporting Requirement

Attached please find CCCTA's Quarterly Investment Policy Reporting Statement for the quarter ending June 30, 2016.

This certifies that the portfolio complies with the CCCTA Investment Policy and that CCCTA has the ability to meet the pool's expenditure requirements (cash flow) for the next six (6) months.

CCCTA
BANK CASH AND INVESTMENT ACCOUNTS
(ROUNDED OFF TO NEAREST \$)

| FINANCIAL INST | ACCT # | TYPE | PURPOSE | PER BANK | | PER BANK | | PER BANK | | PER GL* |
|-----------------------|---------------|--------------|---|----------------------|----------------------|----------------------|----------------------|----------|--|---------|
| | | | | DEC 2015 | MAR 2016 | JUN 2016 | JUN 2016 | | | |
| UNION BANK | 274-00-26650 | CHECKING | AP GENERAL | \$ 1,250,852 | \$ 783,890 | \$ 767,760 | \$ 544,734 | | | |
| UNION BANK | 274-00-26693 | CHECKING | PAYROLL | \$ 28,119 | \$ 58,750 | \$ 57,854 | \$ 55,236 | | | |
| UNION BANK | 274-00-26723 | CHECKING | CAPITAL PURCHASES | \$ 330,874 | \$ 248,093 | \$ 226,227 | \$ 226,227 | | | |
| UNION BANK | 274-00-26715 | CHECKING | WORKERS' COMP - CORVEL | \$ 43,784 | \$ 72,919 | \$ 62,958 | \$ 48,817 | | | |
| UNION BANK | 274-00-26685 | CHECKING | PASS SALES | \$ 814 | \$ 152,155 | \$ 67,082 | \$ 67,082 | | | |
| UNION BANK | 274-00-26707 | Money Market | INFO TRANSIT SYS MAINT-CLEVER DEVICES | \$ 32,535 | \$ 32,535 | \$ 32,597 | \$ 32,597 | | | |
| PAYPAL | 27SAXUUF19732 | CHECKING | PAYPAL-PASS SALES | \$ 402 | \$ 978 | \$ 1,079 | \$ 1,079 | | | |
| PARATRANSIT | | | TOTAL | \$ 1,687,380 | \$ 1,349,320 | \$ 1,215,557 | \$ 975,772 | | | |
| UNION BANK | 274-00-26669 | CHECKING | AP GENERAL | \$ 1,950,565 | \$ 321,454 | \$ 305,616 | \$ 292,260 | | | |
| LAIF FUND | | | TOTAL | \$ 1,950,565 | \$ 321,454 | \$ 305,616 | \$ 292,260 | | | |
| LAIF ACCOUNT | 4007001 | INT-INVEST | OPERATING FUNDS | \$ 7,628,198 | \$ 9,528,411 | \$ 3,526,311 | \$ 3,526,311 | | | |
| LAIF ACCOUNT | | INT-INVEST | 2014-15 Rolling Stock | \$ 5,959,874 | \$ 3,105,940 | \$ 3,101,003 | \$ 3,101,003 | | | |
| LAIF ACCOUNT | | INT-INVEST | Mobility Matters | \$ - | \$ 6,277 | \$ - | \$ - | | | |
| LAIF ACCOUNT | | INT-INVEST | Lifeline Bus Stop Access | \$ 244,407 | \$ 143,227 | \$ 133,702 | \$ 133,702 | | | |
| LAIF ACCOUNT | | INT-INVEST | Facility Rehab | \$ 3,281,015 | \$ 3,278,191 | \$ 3,278,431 | \$ 3,278,431 | | | |
| LAIF ACCOUNT | | INT-INVEST | Martinez Shuttle | \$ 114,696 | \$ 68,199 | \$ 21,659 | \$ 21,659 | | | |
| LAIF ACCOUNT | | INT-INVEST | LCTOP - Martinez Shuttle | \$ - | \$ - | \$ 308,009 | \$ 308,009 | | | |
| LAIF ACCOUNT | | INT-INVEST | LCTOP - Electric Trolley | \$ - | \$ - | \$ 305,593 | \$ 305,593 | | | |
| LAIF ACCOUNT | | INT-INVEST | Safe Harbor Lease Reserve | \$ 1,445,972 | \$ 1,447,312 | \$ 1,448,984 | \$ 1,448,984 | | | |
| LAIF ACCOUNT | | FMV ADJ. | Fair Market Value Adjustment for Year-End | \$ - | \$ - | \$ - | \$ 7,533 | | | |
| CCCTA EMPLOYEE | | | TOTAL | \$ 18,674,162 | \$ 17,577,557 | \$ 12,123,692 | \$ 12,131,225 | | | |
| UNION BANK | 274-00-26677 | CHECKING | EMPLOYEE FITNESS FUND | \$ 8,648 | \$ 9,063 | \$ 9,665 | \$ 9,665 | | | |
| UNION BANK | 274-00-26502 | CHECKING | EMPLOYEE FUNCTION | \$ 692 | \$ 3,396 | \$ 508 | \$ 508 | | | |
| GRAND TOTAL | | | | \$ 22,321,447 | \$ 19,260,790 | \$ 13,655,038 | \$ 13,409,430 | | | |

* GL balances reduced by outstanding checks and increased by deposits in transit, if any.

This is to certify that the portfolio above complies with the CCCTA Investment Policy and that CCCTA has the ability to meet its expenditures (cash flow) for the next six months.


 Rick Ramaciari
 General Manager

To: Board of Directors

Date: 10/05/2016

From: Ruby Horta, Manager of Planning

Reviewed by: Anne Muzzini

SUBJECT: Filing Applications with the Federal Transit Administration (FTA)

Background:

Towards the end of 2015 the Federal Transit Administration (FTA) launched a new platform to award and manage federal grants. The new system is called the Transit Award Management System (TrAMS). As part of the new legal requirements in TrAMS, the FTA requires a resolution authorizing the filing of applications. In order to continue to receive funding awarded by the FTA, County Connection must file a resolution designating the representative authorized to execute FTA grants on behalf of County Connection. Anne Muzzini, the Director of Planning & Marketing, is the official authorized to execute FTA grants.

Recommendation:

The MP&L Committee recommends the Board of Directors adopt Resolution No. 2017-005, which authorizes the Director of Planning & Marketing to execute FTA grants.

Financial Implications:

None.

RESOLUTION NO. 2017-005

AUTHORIZING THE FILING OF APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION, AN OPERATING ADMINISTRATION OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION, FOR FEDERAL TRANSPORTATION ASSISTANCE AUTHORIZED BY CHAPTER 53 OF TITLE 49 OF THE UNITED STATES CODE AND ANY OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL TRANSIT ADMINISTRATION

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 Federal Transit Administration has been authorized to provide funding to support public transportation under 49 U.S.C. Chapter 53;

WHEREAS, grants or cooperative agreements for Federal financial assistance will impose certain obligations upon CCCTA and may require CCCTA to provide the non-Federal share of transportation-related expenses supported with Federal financial assistance;

WHEREAS, CCCTA is legally authorized under Federal, state, or local law to apply for and receive Federal assistance;

WHEREAS, CCCTA is the Designated Recipient as defined at 49 U.S.C. 5307(a)(2) to apply for and receive Urbanized Area Formula Program assistance authorized by 49 U.S.C. 5307; and

WHEREAS, the CCCTA is required to provide certain certifications and assurances to the Federal Transit Administration at least annually.

NOW, THEREFORE, BE IT RESOLVED BY Central Contra Costa Transit Authority Board of Directors:

1. That the Director of Planning & Marketing is authorized to execute and file an application for Federal assistance on behalf of CCCTA with the Federal Transit Administration for Federal assistance authorized by 49 U.S.C. Chapter 53 or any other Federal statutes authorizing activities administered by the Federal Transit Administration.
2. That the Director of Planning & Marketing is authorized to execute and file with the Federal Transit Administration the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant or cooperative agreement.
3. That the Director of Planning & Marketing is authorized to execute the grant and cooperative agreements with the Federal Transit Administration on behalf of CCCTA.
4. That the Director of Planning & Marketing is authorized to draw payments against available grant funding using the ECHO web system or other Federal Transit Administration automated application used to request payments from grant awards.

Regularly passed and adopted this 20th day of October 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Laura Hoffmeister, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

CERTIFICATION

The undersigned duly qualified Clerk to the Board, acting on behalf of CCCTA, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Central Contra Costa Transit Authority Board of Directors held on October 20, 2016.

Lathina Hill, Clerk to the Board

RESOLUTION NO. 2017-004

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

* * *

**APPROVING FIRST AMENDMENT TO
SECOND AMENDED AND RESTATED EMPLOYMENT AGREEMENT
BETWEEN CENTRAL CONTRA COSTA TRANSIT AUTHORITY
AND RICK P. RAMACIER**

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, Rick P. Ramacier has been employed by CCCTA as its General Manager since July 1, 1998, pursuant to an Employment Agreement, dated June 18, 1998, as restated and amended in 2007 and 2015;

WHEREAS, the Board has completed its 2016 evaluation of the General Manager's performance, has considered the Authority's current financial condition, and received input from the General Manager, in order to reach a determination regarding an adjustment in the General Manager's compensation; and

WHEREAS, at its regular Board meeting of June 16, 2016, the Board adopted Resolution No. 2016-027, which declared an effective date of July 1, 2016 for any compensation adjustments for the General Manager, in consideration of the future services to be rendered by the General Manager.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors approves, effective July 1, 2016, an increase of \$5,500 in the General Manager's annual gross salary for a total annual gross salary of \$187,500;

BE IT FURTHER RESOLVED that the Board of Directors approves an increase in CCCTA's contribution to the General Manager's 457 Plan in the amount of \$1,200 per year; and

BE IT FURTHER RESOLVED that the Board of Directors approves, and authorizes the Chair of the Board of Directors of the Central Contra Costa Transit Authority to execute, the First Amendment to the Second Amended and Restated Employment Agreement between CCCTA and Rick P. Ramacier.

Regularly passed and adopted this 20th day of October, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Laura Hoffmeister, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board