

# County Connection

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

## **BOARD OF DIRECTORS MEETING AGENDA**

**Thursday, January 19, 2017  
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 December 15, 2016\*
  - b. Allocation Request for Prop 1B Transit Security Funding FY 2016-17\*  
Resolution No. 2017-008\*
5. Report of Chair
6. Report of General Manager
  - a. 2017 APTA Legislative Conference, Washington, DC  
(The general manager will briefly go over the conference and related events and ask the Board for final interest in attendance.)
  - b. Brief Report on the State of Automation Technology for Transit  
(The general manager will ask Rashidi Barnes to report on the State of Automation Technology for Transit as discussed at the recent Annual Transportation Research Board Conference in Washington, DC.)
  - c. Update on Implementation of the Walnut Creek Electric Trolley Buses
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 matters to committee or staff for information, or requesting a report (on any matter) be made at another meeting.
8. Adjournment

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

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

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\*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](http://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](mailto: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, February 16 , 9:00 a.m., County Connection Board Room
- Administration & Finance: Monday, February 6, 9:00 a.m. Candace Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA 94549
- Advisory Committee: TBA, County Connection Board Room
- Marketing, Planning & Legislative: Thursday, February 9, 10:00 a.m., 1676 N. California Blvd., Suite 620, Walnut Creek, CA,
- Operations & Scheduling: Friday, February 3, 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](http://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](http://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

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Agenda Item No. 4.a.

## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

December 15, 2016

#### CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

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

Staff: Ramacier, Conneran, Glenn, Barnes, Blount, Cheung, Churchill, Cordero, Dean, Hill, Martinez, McCarthy, Mitchell, Ramirez and Rettig

**Public Comment:** None

#### CONSENT CALENDAR

**MOTION:** Director Dessayer moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of November 17, 2016; (b) County Connection Investment Policy-Quarterly Reporting Requirement; (c) Amendment to Cafeteria Plan for Affordable Care Act Compliance, Resolution No. 2017-007. Director Noack seconded the motion and it received the following vote of approval:

**Aye:** Directors Andersen, Dessayer, Diaz, Hoffmeister, Noack, Schroder, Storer, Tatzin and Worth

**No:** None

**Abstain:** Director Noack abstains from Approval of Minutes of Regular Meeting of November 17, 2016

**Absent:** Directors Hudson and Worth.

**REPORT OF CHAIR:** None

**REPORT OF GENERAL MANAGER:**

#### Recognition of Employees of the 3<sup>rd</sup> Quarters, 2016

Administration: Denis Ramirez

Maintenance: Jason Blount

Transportation: Andre Lever and John Vassallo

Director Worth arrived.

## Recognition of Employees with 20 Years of Service

Transportation:  
Moises Cordero  
Bill Churchill

## Report on the introduction of major transportation bills in the California Legislature

Rick Ramacier stated that the proposed transportation bills show an increase in Cap & Trade funds and an increase in sales tax for diesel. This is great news for County Connection considering our STA funds will increase because of this. As he learns of changes with the legislature, he will continue to keep the Board informed.

## Update on the selection of a new Secretary of Transportation & a new Federal Transit Administration (FTA) Administrator

Rick Ramacier informed the Board that the President-Elect has not nominated anyone for the Federal Transit Administration (FTA) Administrator position at this time. But he has nominated Elaine Chao to be the new Secretary of Transportation. She worked under George Bush during his eight year presidency and she has a wealth of knowledge. As nominations come about he will keep the Board abreast of what is going on in Washington.

## Update on Implementation of the Walnut Creek Electric Trolley Buses

Rashidi Barnes, Senior Manager of Transportation informed the Board that the Electric Trolley Buses are going according to plan, our drivers are being trained and the electric trolleys are shadowing diesel buses for training purposes. Of course there have been a few hiccups along the way but so far it is going great.

## **REPORT OF STANDING COMMITTEE**

### Administration and Finance Committee

#### FY2016 Draft Audit

Director Dessayer informed the Board that this is the first time ever in his experience that an organization received a clean audit with absolutely nothing to report. This reflects how great the staff is and the work that they have done.

**MOTION:** Director Dessayer moved approval of FY2016 Draft Audit. Director Worth seconded the motion and it received the following vote of approval:

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

**BOARD COMMUNICATION: None**

At 9:16 a.m., the Board went into a closed session regarding:

**Closed Session:**

- a) Liability Claims (Government code Section 54956.95) Claim against Central Contra Costa Transit Authority; Claimant: Antonio De LaTorre
- b) Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Employee Organizations:  
Amalgamated Transit Union, Local 1605  
Machinists Automotive Trades District Lodge No. 117

**Open Session:**

At 9:35 a.m., the Board came back to open session, Director Hoffmeister stated that the Board has given staff direction.

**ADJOURNMENT:** Chair Hoffmeister adjourned the regular Board meeting at 9:35 a.m.

Minutes prepared by

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Lathina Hill  
Assistant to the General Manager

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Date

**Agenda Item # 4.b.**

**To:** Board of Directors

**Date:** 01/11/2017

**From:** Ruby Horta, Manager of Planning

**Reviewed by:**

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**SUBJECT: Prop 1 B Transit Security Funding FY 2016-17**

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**Background:**

The Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006, otherwise known as Proposition 1B provides funding for the California Transit Security Grant Program (TSGP). Funds from this source are made available to project sponsors in California for capital security and safety projects. Funds programmed for County Connection's use amount to \$93,535 for FY16-17. This is the last final year of Prop 1B from Cal OES. In the past funds have been used for perimeter security (lighting), ITS routers on the bus, on-board cameras, and maintenance of the ITS system.

Since 2013 we have used these funds to support ongoing maintenance of our radio, onboard computer, CAD/AVL, and BusTime systems. This is an allowable TSGP expense because the funds are going to maintain a capital system that is directly related to security.

**Recommendation:**

Staff has completed necessary documents to apply for a grant in the amount of \$93,535 in FY 2016-17 TSGP funds to defray the ongoing maintenance expenses related to the ITS systems. The Administration and Finance Committee recommends Board approval of Resolution No. 2017-008.

**Financial Implications:**

Using FY 2016-17 TSGP funds to pay for ongoing ITS maintenance expenses will directly offset operating expenses. The funds previously were only used to support one-time capital expenses.

**RESOLUTION NO. 2017-008**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
BOARD OF DIRECTORS**

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**AUTHORIZATION TO REQUEST AN ALLOCATION OF  
FISCAL YEAR 2016-17 PROPOSITION 1B CALIFORNIA TRANSIT  
SECURITY GRANT PROGRAM FUNDS**

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; and

WHEREAS, the California Transit Security Grant Program (CTSGP) is a funding program that is part of the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, otherwise known as Proposition 1B, which was approved by California voters on November 7, 2006; and

WHEREAS, the State Controller develops an annual list with the amounts that each eligible project sponsor is programmed to receive; and

WHEREAS, in Fiscal Year (FY) 2017, the Central Contra Costa Transit Authority is programmed to receive \$93,535; and

WHEREAS, Central Contra Costa Transit Authority recognizes that it is responsible for compliance with all Cal OES CTSGP grant assurances, and state and federal laws, including, but not limited to, laws governing the use of bond funds; and

WHEREAS, Cal OES requires Central Contra Costa Transit Authority to complete and submit a Governing Body Resolution for the purposes of identifying agent(s) authorized to act on behalf of Central Contra Costa Transit Authority to execute actions necessary to obtain CTSGP funds from Cal OES and ensure continued compliance with Cal OES CTSGP assurances, and state and federal laws.

WHEREAS, staff recommends that the Board authorize the General Manager, or his designee, to submit an allocation request to the California Governor’s Office of Emergency Services (CalOES) and any other documents required to receive a total of \$93,535 in FY17 CTSGP funds for ITS maintenance.



NOW THEREFORE, BE IT RESOLVED by the CCCTA Board of Directors that the General Manager, or his designee, is authorized to submit an allocation request to CalOES and any other documents required to receive a total of \$93,535 in FY17 CTSGP funds for ITS maintenance; and

BE IT FURTHER RESOLVED that the General Manager, or his designee, is authorized to execute and file any assurances, certification, or furnish any additional information as CalOES may require in connection with the filing of this allocation request.

Regularly passed and adopted this 19<sup>th</sup> day of January 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Laura Hoffmeister, Chair  
CCCTA Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board