

County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

countyconnection.com

BOARD OF DIRECTORS MEETING AGENDA

Thursday, April 21, 2022
9:00 a.m.

**PURSUANT TO THE PROVISIONS OF ASSEMBLY BILL 361, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE.
(GOVERNMENT CODE SECTION 54953)**

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Committee Directors, staff and the public may participate remotely by calling:

Join the Zoom webinar.

When: April 21, 2022, 09:00 AM Pacific Time (US and Canada) Topic:
County Connection Board of Directors Meeting

Please click the link below to join the webinar:

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Webinar ID: 862 4321 7510

Public comment may be submitted via email to: hill@cccta.org. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Board of Directors before the meeting. Comments submitted after the meeting is called to order will be included in correspondence that will be provided to the full Board.

Should Zoom not be operational, please check online at: www.countyconnection.com for any updates or further instruction.

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

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

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 March 17, 2022*
 - b) Approve Resolution Declaring that the Proclaimed State of Emergency for the COVID-19 Pandemic Continues to Impact the Ability for the Board of Directors and its Committees to Meet Safely in Person, and Directing that Virtual Board and Committee Meetings Continue*
Resolution No. 2022-027*

5. Report of Chair
6. Report of General Manager

Under this item, the General Manager will report on matters of relevance to CCCTA including, but not necessarily limited to, the following:

- a) TSA Mask Mandate
 - b) In Person (and/or Hybrid) Board and Committee Meetings**
 - c) Employee Events: Bus Rodeo and Employee Awards
(County Connection is planning to hold a bus rodeo and an employee award ceremony on Saturday, May 14, 2022.)
7. Report of Standing Committee
 - a) Administration & Finance Committee
 - 1) Bus Advertisement Amendment*
Resolution No. 2022-026*
(The A&F Committee recommends that the Board adopt Resolution No. 2022-026, authorizing the General Manager to sign a proposed amendment extending the time period for reduced revenues from January 1, 2022 to December 31, 2022, with Vector Media for bus advertising.)
 - 2) Adoption of the Draft Fiscal Year 2023 Proposed Draft Budget and Forecast*
Resolution No. 2022-028*
(The A&F committee recommends the Board adopt Resolution No. 2022-028, approving the Draft Fiscal Year 2023 Proposed Draft Budget and Forecast so a timely TDA claim can be submitted to MTC.)
 - b) Marketing, Planning & Legislative Committee
 - 1) Summer Youth Pass – Information Only*
(Staff will provide an update on changes to the Summer Youth Pass program.)
 - c) Operations & Scheduling Committee
 - 1) Zero Emission Bus Fleet Transition Recommendation*
(The O&S Committee and staff will provide a recommendation on the preferred

scenario for the Innovative Clean Transit Rollout Plan.)

- 2) Request for 3-month extension of the CCCTA/LAVTA Paratransit Consolidation Pilot Program*

Resolution No. 2022-025*

(The O&S Committee and staff will request a 3-month extension of the CCCTA/LAVTA Paratransit Consolidation Pilot Program.)

8. Advisory Committee

- a) Appointment of Robert Barnes to the Advisory Committee Representing the City of Concord*
- b) Appointment of Ian McLaughlin to the Advisory Committee Representing the City of Walnut Creek*

9. Board Communication

10. Next Meeting Date: May 19, 2022 at 9 a.m.

11. Adjournment

*Enclosure

**It will be available at the time of the Board meeting.

General Information

Possible Action: The Board may act upon any item listed on the agenda.

Public Comment: If you wish to address the Board, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

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 and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be sent to the Assistant to the General Manager, Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or hill@cccta.org. Requests made by mail must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, May 19, 9:00 a.m., via teleconference
Administration & Finance:	Wednesday, May 4 2:00 p.m., via teleconference
Advisory Committee:	TBA.
Marketing, Planning & Legislative:	Thursday, May 5, 8:30 a.m., via teleconference.
Operations & Scheduling:	Friday, May 6, 8:15 a.m. via teleconference

The above meeting schedules are subject to change and may be conducted as teleconference meetings. 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

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

March 17, 2022

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Dave Hudson called the regular meeting of the Board of Directors to order at 9:00 a.m. Board Members present were Directors Andersen, Haydon, McCluer, Noack, Schroder, Storer, Tatzin, Wilk and Worth. Director Hoffmeister arrived after the meeting convened.

Staff: Churchill, Chun, Glenn, Hill, Horta, Johnson, Longmire, Martinez, McCarthy, Mitchell, Noya, Reeb, Rettig and Saechao

PUBLIC COMMENT:

Judy Barrientos, a bus driver with CCCTA, stated her concern with some of the routes being cut, meal breaks and the need for union officers to meet and confer with upper management about these and other bus operator concerns.

CONSENT CALENDAR

MOTION: Director Noack moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of February 17, 2022; (b) CCCTA Investment Policy-Quarterly Reporting Report, (c) Resolution No. 2022-023, Declaring that the Proclaimed State of Emergency for the COVID-19 Pandemic Continues to Impact the Ability for the Board and its Committees to Meet Safely in Person, and Directing that Virtual Board and Committee Meetings Continue. Director Andersen seconded the motion, and it received the following vote of approval:

Aye:	Directors Andersen, Haydon, Hudson, McCluer, Noack, Storer, Wilk and Worth
No:	None
Abstain:	None
Absent:	Directors Hoffmeister, Schroder and Tatzin

REPORT OF CHAIR:

Chair Dave Hudson reported on his trip to the APTA Legislative Conference. He felt the conference focused a lot on innovation and funding for transit. As more time goes on, it is important that County Connection stays informed on funding ideas new and old, and on all grants that we may qualify for. He encouraged Board members to attend the fall APTA conference in Columbus.

REPORT OF GENERAL MANAGER:

Report on the APTA Legislative Conference

General Manager Bill Churchill asked for Director Wilk's assessment of the APTA conference. Director Wilk said that the conference was very valuable especially since it was in person this year. He thought that County Connection's staff did a great job in scheduling meetings with legislative representatives, which went well. General Manager Bill Churchill shared the same sentiment. He thought that the conference was well attended, and that participants gained a lot of valuable information, and opportunities to pursue.

TSA Mask Mandate

Bill Churchill informed the Board that although school districts have lifted the mask mandate, the TSA extended the mandate for public transit to April 18, 2022. CCCTA will wait for the CDC and the TSA to coordinate guidance on the mask mandate before making any changes on our buses as well as in our offices.

MTC Network Management Business Case Advisory Group Update

GM Bill Churchill stated that the consulting firm VIA showed the advisory group their work plan at the last meeting that was on March 7, 2022. The small operators will meet next week to discuss, and the General Manager will report back on how the group received the information. The General Manager also provided a brief update on the status of SB 917.

Public Comment: Adina Levin, from Seamless Bay Area, offered comments on SB917 and federal funding opportunities.

In person Board and Committee Meetings

Legal Counsel Madeline Chun explained that AB1944 is proposed legislation to amend the Brown Act to allow teleconferencing by board members and remote participation for the public on a long term basis, not only during a state of emergency. In the meantime, the Governor's state of emergency order remains in effect, so teleconferenced meetings are still permissible under AB 361.

REPORT OF STANDING COMMITTEES

Administration & Finance Committee

5 Year IT Replacement Plan

Director Noack introduced the item and turned the meeting over to Ruby Horta. Ms. Horta explained that staff has prepared a 5-year IT Replacement Plan for 2022 through 2026. The Administration & Finance Committee has recognized that up-to-date information and technology systems are critical and has traditionally reviewed 5-year plans for IT-related costs. This process was interrupted during the pandemic, but staff recognizes the importance of keeping the Board informed of current and upcoming major IT expenses. Information and technology systems have become a foundational component of every department in the Authority. The need for up-to-date information and technology infrastructure is critical for the efficiencies of daily operations of County Connection and our partnerships at the local, state, and federal levels. We anticipate a 5-year cost of \$1,033,000 for the proposed IT plan. The costs will be included in the TDA capital budget.

MOTION: Director Noack moved approval of the 5 Year IT Replacement Plan. Director Haydon seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hudson, McCluer, Noack, Storer, Wilk and Worth

No: None

Abstain: None

Absent: Directors Hoffmeister, Schroder and Tatzin

Cap and Trade Grant (LCTOP)-FY2021-22 and Resolution No. 2022-024

Melody Reeb explained that the Low Carbon Transit Operations Program (LCTOP) provides cap-and-trade funding for transit in order to reduce greenhouse gas (GHG) emissions and improve mobility, with a priority on serving disadvantaged communities. Over time, the guidelines for eligible projects have been revised, allowing for increased flexibility in the use of these funds. In the last few years, County Connection has utilized these funds to operate Route 99X, connecting the Martinez Amtrak Station to BART via Pacheco Blvd. and Morello Ave., and to increase weekend service on Route 316. Both of these routes serve the disadvantaged communities within County Connection's service area. For FY 2021-22, County Connection will receive a total of \$1,483,983 in LCTOP funds. County Connection plans to use \$600,619 to operate service within the DAC, and \$883,364 to subsidize fares on routes serving the Monument Corridor.

MOTION: Director Noack moved adoption of Resolution No. 2022-024 to approve the proposed allocation of LCTOP funds. The additional project year for subsidized fares on routes serving the Monument Corridor will cover FY2022-2023. Director Haydon seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hudson, McCluer, Noack, Storer, Wilk and Worth

No: None

Abstain: None

Absent: Directors Hoffmeister, Schroder and Tatzin

Marketing, Planning & Legislative Committee

FY2023 Marketing Plan

Director Hoffmeister arrived at 9:55 a.m.

Melody Reeb explained that the ongoing COVID-19 pandemic has continued to impact public transit usage, as many people are still working from home. County Connection's upcoming Marketing Plan will focus on encouraging riders to return to public transit and will involve collaborating on campaigns with the Metropolitan Transportation Commission (MTC) and other Bay Area transit operators. In addition, staff plans to conduct extensive outreach to better understand the community's needs, which may have changed as a result of the pandemic. The plan also includes ongoing efforts to increase engagement through social media and other digital channels. Other tasks that have become routine include the Class Pass Program, Summer Youth Program, partnering with 511 Contra Costa on promotions, and participating in outreach opportunities at schools, colleges/universities, senior centers, employment sites, and community events. We have budgeted \$170,000 to cover the expenses associated with the Marketing Plan.

MOTION: Director Worth moved approval of the Marketing Plan for FY2023. Director Wilk seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, McCluer, Noack, Storer, Wilk and Worth

No: None

Abstain: None

Absent: Directors Schroder and Tatzin

Operations & Scheduling Committee

Draft Zero Emission Bus Fleet Transition Study

Director Storer introduced the item and turned it over to Ruby Horta. She gave a brief background and stated that the California Air Resources Board (CARB) adopted the Innovative Clean Transit (ICT) regulation in December 2018 requiring all public transit agencies to gradually transition to a 100 percent zero-emission bus (ZEB) fleet. Beginning in 2029, 100% of new purchases by transit agencies must be ZEBs, with a goal for full transition by 2040. The rule applies to all transit agencies that own, operate, or lease buses with a gross vehicle weight rating (GVWR) greater than 14,000 lbs. It includes standard, articulated, over-the-road, double-decker, and cutaway buses. County Connection operates a total of 125 transit buses (including 30-ft., 35-ft., and 40-ft. buses) that operate daily on the fixed route service and 63 cutaway vehicles that provide paratransit services. Eight of the 30-ft. buses are battery-electric; the remaining fleet fuel is diesel. The 900-series has been programmed for replacement and staff was awaiting the development of the transition study to finalize the fuel type request. Based on the scenarios developed by the Center for Transportation and the Environment (CTE), the upcoming vehicle replacement fuel type is recommended to be diesel. The agency's early battery-electric bus (BEB) adoption, efforts to deploy hydrogen fuel cell electric buses (FCEBs) along the I-680, ZEB technology advancements, infrastructure development and cost are all factors incorporated into the CTE recommendation.

County Connection has partnered with CTE since 2016 with CTE providing project management and technical assistance services for the Low-No battery electric bus project. With their support, County Connection deployed BEBs on Routes 4 and 5. Given their experience with our fleet and service area needs, as well as their work with neighboring agencies such as LAVTA, they were well positioned to develop this study and assist with the rollout plan due June 30, 2023. CTE summarized the report's key findings in a presentation to the Board. Following Board discussion, staff was directed to take the following three scenarios back to the O&S Committee in April for consideration:

1. Battery Electric Bus (BEB) with Depot and On-Route Charging
2. Mixed Fleet (Battery Electric & Fuel Cell)
3. Fuel Cell Electric Bus (FCEB) Only

Director Hudson left at 10:25 a.m.

Transit Signal Priority (TSP) Pilot

Ruby Horta gave a brief background on this item by stating that County Connection, in partnership with Metropolitan Transportation Commission (MTC), the cities of Concord and Walnut Creek, as well as the Contra Costa Transportation Authority (CCTA) developed a Request for Proposals (RFP) and interviewed qualified firms for the deployment of a centralized conditional Transit Signal Priority (TSP) system on certain County Connection buses along corridors within the cities of Walnut Creek and Concord, with hopes of eventually expanding countywide in the future.

Routes 4 and 5 in Walnut Creek and 15 and 20 in Concord were selected for the proposed TSP pilot. The project stakeholders, County Connection, CCTA and the cities of Concord and Walnut Creek, plan to improve transit performance and reliability by applying advanced technologies to provide priority treatment to transit vehicles as they approach signalized intersections in the cities of Concord and Walnut Creek. The provision of priority treatment will be informed by the status, such as schedule and passenger load, of the transit vehicle. If the transit vehicle is behind schedule and has a high passenger load, priority treatment will be provided. On the other hand, if the transit vehicle is running on-schedule or early then priority treatment will not be provided

A total of six proposals were submitted for this pilot project. The selected panel elected to interview four firms and unanimously agreed to award the contract to Global Traffic Technologies (GTT). The project team is expected to finalize the project scope and schedule in the coming weeks and County Connection staff is anticipating installing the TSP equipment on 20 fixed route vehicles.

Although the project is being funded by MTC through the IDEA grant with a budget totaling \$1,320,792. County Connection will continue to provide updates on IT and planning services on an ongoing basis.

Report from the Advisory Committee

Marji McWee, Chair of the Advisory Committee informed the Board that since she last met with them, we have welcomed Amina Bret-Mounet and she is a strong new voice and she will be an asset to the committee. With the support of staff, we are building a team and its effectiveness by reaching out to directors to encourage continued recruitment efforts. Using the consent calendar to free-up time in our meetings for ideation and discussions. Developing a member orientation program to improve our advisory capacity. Learned about the budget process and the impact of current geopolitical/economic issues on operating factors. Received updates on the Board's current initiatives and the agency's fiscal and operating environment. Started a dialogue about key rider/demand-side considerations and ideas for addressing them. She is pleased to see the direction that our committee is going.

BOARD COMMUNICATION: None

ADJOURNMENT: Chair Hudson adjourned the regular Board meeting at 11:06 am.

Minutes prepared by



Lathina Hill
Assistant to the General Manager

Date: April 13, 2022

INTER OFFICE MEMO

To: Board of Directors

Date: April 21, 2022

From: Bill Churchill
General Manager

SUBJECT: Declaring that the Board and Its Committee Meetings Will Continue to be Held via Teleconference

SUMMARY OF ISSUES:

Due to the ongoing COVID-19 pandemic, the General Manager and Legal Counsel recommend the Board adopt its third resolution under Assembly Bill 361 (AB 361) (1) making findings that the proclaimed COVID-19 pandemic State of Emergency continues to impact the ability of the Central Contra Costa Transit Authority (CCCTA) Board of Directors (Board) and its committees to meet safely in person, and (2) allowing for CCCTA to use the modified teleconferencing requirements under California Government Code Section 54953 for Board and committee meetings for the next 30 days.

On September 16, 2021, Governor Newsom signed into law AB 361 amending Government Code Section 54953 to allow local agencies to use teleconferencing for public meetings without requiring teleconference locations to be included on published agendas or accessible to the public, and without requiring a quorum of the members of the legislative body of the agency to participate from locations within the boundaries of the agency's jurisdiction, during proclaimed states of emergencies.

Local agency determinations to meet using the modified teleconferencing rules under AB 361 must be reviewed every 30 days following the first teleconferenced meeting held pursuant to this law, which as an urgency statute, came into effect on October 1. The legislative body must reconsider the circumstances of the state of emergency and find that they directly impact the ability to meet safely in person. The Governor's State of Emergency related to the COVID-19 pandemic remains active and the Contra Costa County Health Officer, the California Department of Public Health, and the Department of Industrial Relations have imposed or recommended measures to promote social distancing. Compliance with these measures directly impacts the ability of the public to meet safely in person, and CCCTA cannot ensure social distancing recommendations are met in circumstances of in-person public meetings. Furthermore, there is a continuing threat of COVID-19 to the community, and Board and committee meetings have characteristics that give rise to risks to health and safety of meeting participants. Consequently, it is recommended that CCCTA continue to use remote teleconferencing for public meetings as permitted under AB 361 and to reconsider its determination (and make the necessary findings) every 30 days.

On October 21, 2021, the Board adopted its first resolution under AB 361 documenting the findings described above. The Board also was advised to consider similar actions monthly thereafter until conditions change and remote meetings are no longer necessary and appropriate. The proposed action would enable CCCTA's Board and committees to continue to meet remotely for the next 30 days.

FINANCIAL IMPLICATIONS: There is no impact on the budget.

ACTION REQUESTED: Adopt resolution declaring that the proclaimed state of emergency for the COVID-19 pandemic continues to impact the ability of the Board of Directors and its committees to meet safely in person, and directing that virtual Board and committee meetings continue.

RESOLUTION NO. 2022-027

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

* * *

**FINDING THAT THE PROCLAIMED STATE OF EMERGENCY FOR THE COVID-19
PANDEMIC CONTINUES TO IMPACT THE ABILITY FOR THE BOARD OF DIRECTORS AND ITS
COMMITTEES TO MEET SAFELY IN PERSON, AND DIRECTING THAT VIRTUAL BOARD AND
COMMITTEE MEETINGS CONTINUE**

WHEREAS, the County of Contra Costa, the Cities of Clayton, Concord, Lafayette, Martinez, Orinda, Pleasant Hill, San Ramon and Walnut Creek, and the Towns of Danville and Moraga (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 ("Service Area");

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to exist in California as a result of the threat of the COVID-19 pandemic, which declaration remains in effect;

WHEREAS, the Contra Costa County Board of Supervisors subsequently declared a local emergency related to COVID-19, which declaration also remains in effect;

WHEREAS, on March 17 and June 11, 2020, the Governor issued Executive Orders N-29-20 and N-08-21, respectively, suspending certain provisions of the Ralph M. Brown Act related to teleconferencing through September 30, 2021 to facilitate legislative bodies conducting public meetings remotely to help protect against the spread of COVID-19 and to protect the health and safety of the public;

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill (AB) 361 into law, amending Government Code Section 54953, effective immediately, to allow legislative bodies to continue to meet remotely under less restrictive requirements during a proclaimed State of Emergency provided that (1) state or local officials have imposed or recommended measures to promote social distancing, or (2) the legislative bodies determine that meeting in person would present imminent risks to the health or safety of attendees, and (3) the legislative bodies make such findings at least every thirty days during the term of the declared state of emergency;

WHEREAS, on October 21, 2021, pursuant to Resolution 2022-012, and monthly thereafter pursuant to Board action, the CCCTA Board of Directors (Board) made the requisite findings to allow teleconferencing under AB 361 for 30 days;

WHEREAS, the Board has reviewed its previous findings and again concludes that there is a continuing threat of COVID-19 to the community, and that Board and committee meetings have characteristics that continue to give rise to risks to health and safety of meeting participants; and

WHEREAS, to help protect against the spread of COVID-19 and its variants, and to protect the health and safety of the public, the Board desires to take the actions necessary to continue to hold its Board and committee meetings remotely as authorized by AB 361.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority has reconsidered the circumstances of the COVID-19 State of Emergency, and finds and determines that the state of emergency continues to directly impact its ability to meet safely in person;

BE IT FURTHER RESOLVED, that the Board of Directors directs the General Manager and Clerk to the Board to continue to agendize public meetings of the Board, and all CCCTA committees that are subject to the Brown Act, only as online teleconference meetings;

BE IT FURTHER RESOLVED, that CCCTA will comply with the requirements of Government Code Section 54953(e)(2) when holding Board and committee meetings pursuant to this Resolution;

BE IT FURTHER RESOLVED, that this Resolution will be in effect for the maximum period of time permitted under AB 361 (30 days), and the Board will reconsider the findings in this Resolution each month and may subsequently reaffirm these findings, pursuant to its consent calendar.

Regularly passed and adopted this 21st day of April, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dave Hudson, Chair, Board of Directors

ATTEST: _____
Lathina Hill, Clerk to the Board

To: Board of Directors

Date: April 18, 2022

From: Bill Churchill, General Manager

Reviewed by:

SUBJECT: Options for Holding Future Board & Committee Meetings

A number of Directors have asked for the opportunity to begin having discussions on how the Authority should move forward with Board and Committee meetings. As COVID-19 cases have dropped off in Contra Costa County it is appropriate to consider how much longer remote meetings should be held and at what time in person or hybrid meetings should begin. Staff conducted an informal survey of other Transit operators to see if there was a consensus on how other Boards are conducting business. Unfortunately, there is not a consensus with a wide range of different methodologies currently being deployed. Virtual meetings are still the predominant method used for conducting Board and Committee meetings among Bay Area transit Authorities.

The following options are provided as a framework to generate discussion among Board members and ultimately for the Board to reach a consensus on how to move forward with future meetings.

1. **In Person Meetings:** County Connection may return to traditional in person meetings under the regular Brown Act rules. County Connection would then need to manage its meetings in the same manner as it did pre-pandemic. This would follow the regular Brown Act access, notice, and agenda requirements, and also require that all Board members meet in person. The general public would be afforded the opportunity to provide public comment in person at the meeting. There would be no obligation for County Connection to provide a teleconference option if it returns to in person meetings.
2. **Hybrid Options:** A hybrid meeting would be some combination of an in-person meeting and a remote meeting.
 - a. One type of hybrid meeting is the “broadcast for convenience” option. Under this scenario, the Board, staff, and members of the public would meet in person under the traditional Brown Act rules while simultaneously broadcasting the Board meeting to the public for convenience. The public can stream the Board meeting but cannot participate or offer comments. Because the public cannot offer comment, the Board meeting must proceed as a regular Brown Act meeting where County Connection would only broadcast the meeting for the convenience of the general public.
 - b. Another hybrid option could be to utilize in person meetings for Board meetings and AB 361 remote meetings for Committee meetings. AB 361 does not distinguish between Board or

Committee meetings. However, there is enough flexibility in AB 361's language to allow Board meetings to be in person and Committee meetings to be conducted remotely.

- c. A final hybrid option would allow a combination of Board members, staff and public attendees be in person while simultaneously broadcasting and in including remote access for Board members, staff, and attendees. This is by far the most complicated approach but one currently being deployed by other agencies such as the Metropolitan Transportation Commission (MTC). Staff has purchased, installed, and tested the required equipment to make this option work.

- 3. **Remote:** The Authority may continue to meet remotely for Board and Committee meetings pursuant to AB 361. Under AB 361, agencies are not required to make teleconference locations accessible to the public or have a quorum located within the jurisdiction when the agency holds a teleconference meeting during a state of emergency proclaimed by the Governor, and either

- a. State or local officials have imposed or recommended measures to promote social distancing;
or
- b. The legislative body finds that meeting in person would present imminent risks to health or safety of attendees.

INTER OFFICE MEMO

To: Board of Directors

Date: 03/24/2022

From: Melody Reeb, Director of Planning, Marketing, & Innovation

Reviewed by: *Ref*

SUBJECT: Bus Advertising Third Amendment

Background:

In January 2020, County Connection entered into an agreement with Vector Media to provide bus advertising services. The agreement established minimum annual guarantees (MAG) as follows: Year 1 - \$525,000, Year 2 - \$575,004, Year 3 - \$625,008, plus two additional one-year option terms. Prior to COVID-19, Vector Media was submitting monthly payments of \$43,750 per the agreement.

Ad sales plummeted in early 2020 due to the Shelter-in-Place orders imposed throughout the region, and later across the nation. In October 2020, the Board approved Resolution No. 2021-012, adjusting the compensation structure to a revenue share of fifty-five percent (55%) of actual monthly billings rather than the previously agreed upon MAG. In April 2021, the Board approved Resolution No. 2021-023, which extended the reduced revenue share through December 31, 2021.

Extension Request:

Vector Media has contacted County Connection staff requesting another extension of the reduced revenue share from January 1, 2022 through December 31, 2022. Vector has been providing the agreed upon monthly sales report, and although billings have been increasing over the last few months, staff recognizes that returning to the original MAG would pose additional financial hardships for Vector. The requested extension would go until the end of the initial three-year contract, after which County Connection can exercise one of the two one-year options or release a Request for Proposals (RFP) for a new contract.

Financial Implications:

Advertising revenues will be reduced through December 31, 2022. Over the past six months, County Connection's revenue share based on the modified structure has been about half of the MAG.

Recommendation:

The A&F Committee and staff recommend that the Board approve an amendment to the contract with Vector Media to extend the revised compensation structure of 55% of gross revenue with no MAG through December 31, 2022.

Action Requested:

The A&F Committee and staff request that the Board adopt Resolution No. 2022-026.

Attachments:

Attachment 1: Letter from Vector Media dated March 2, 2022

Attachment 2: Resolution No. 2022-026

VECTOR MEDIA

560 Lexington Avenue
New York, NY 10022
www.vectormedia.com



March 2, 2022

County Connection
Attn: Ruby Horta
2477 Arnold Industrial Way
Concord, CA 94520

Dear Ruby:

Thank you again for your continued partnership with Vector Media.

Unfortunately, transit advertising revenues across the country continue to be well below pre-COVID levels despite best efforts. In fact, the most recent data published by the Outdoor Advertising Association of America ("OAAA") reported that transit advertising nationwide was still down 61% in Q2/2021 vs Q2/2019, with large metropolitan cities and their surrounding areas like NYC, Los Angeles, Chicago and San Francisco being most impacted.

Despite our best intentions to return to the monthly guaranteed amount, we are requesting an extension of our revenue share agreement whereby we pay County Connection 55% of monthly billings from January 1, 2022 through December 31, 2022. We will continue to provide you with monthly sales revenue reports so that you are aware of revenues booked and potential revenues moving forward.

Once again, we greatly appreciate your understanding and patience as we hope to see progress as the year goes on. Please let me know when a convenient time would be to discuss as we strive to continue to be as transparent as possible.

Sincerely,

Logan Mayer
VP, Business Development & Strategic Partnerships

RESOLUTION NO. 2022-026

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

* * *

**AUTHORIZING THIRD AMENDMENT OF CONTRACT TO PROVIDE BUS ADVERTISING SERVICES
WITH VECTOR MEDIA HOLDINGS CORP.**

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

WHEREAS, on October 17, 2019, CCCTA awarded a three-year contract to Vector Media Holdings Corp. (Contractor) for the purpose of providing bus advertising services (Agreement), for which CCCTA would be paid based upon a percentage of gross revenues and a minimum annual guarantee;

WHEREAS, as a result of the COVID-19 outbreak and subsequent shelter in place orders issued by the public health officers of seven Bay Area jurisdictions, the Contractor's advertising revenue has been significantly impacted;

WHEREAS, the Agreement provides a mechanism for the Contractor to request changes to the compensation due to CCCTA as a result of unforeseen circumstances;

WHEREAS, the Contractor availed itself of this mechanism and requested CCCTA consider reducing the compensation due to CCCTA as a result of the impacts of the COVID-19 pandemic, which the Board approved pursuant to Resolution No. 2021-12 and Resolution No. 2021-23;

WHEREAS, the Contractor has requested that the revised compensation methodology be continued through December 31, 2022 due to lack of improvement in advertising revenue;

WHEREAS, CCCTA has analyzed the Contractor's request and has determined the request is reasonable and justified under these circumstances; and

WHEREAS, staff recommends, and the Administration and Finance Committee concurs, that the Contractor's guaranteed compensation continue to be calculated at a revenue share of 55% of gross revenue, with no minimum annual guarantee through December 31, 2022, at which time CCCTA can either exercise one of the two one-year option terms or release a Request for Proposals ("RFP") to identify a new contractor.

NOW THEREFORE BE IT RESOLVED that the Central Contra Costa Transit Authority Board of Directors hereby authorizes the General Manager, or his designee, to execute an amendment to the Agreement with Vector Media Holdings Corp. to adjust the compensation structure to a revenue share of 55% of gross revenue, with no minimum annual guarantee, through December 31, 2022, due to ongoing impacts of COVID-19.

Regularly passed and adopted this 21st day of April 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Dave Hudson, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

INTER OFFICE MEMO

To: Board of Directors

Date: 04/13/2022

From: Amber Johnson, Chief Financial Officer

Reviewed by: WC.

SUBJECT: Fiscal Year 2023 Proposed Budget and Forecast

Background:

County Connection's Fiscal Year (FY) 2023 Draft Operating and Capital Budget has been reviewed by the Administration and Finance Committee ("A&F Committee") and is forwarded for review and approval by the Board of Directors so that a timely Transportation Development Act (TDA) claim can be filed with the Metropolitan Transportation Commission (MTC). An updated draft budget will be presented in May, unless there have been no substantial changes made to the current proposed version. The final proposed budget will be submitted in June for Board approval following a public hearing.

The budget includes an Operating Budget, a Capital Budget, and a multiyear forecast of revenues and expenditures. In general, Staff have taken a conservative approach to forecasting while still presenting a budget that provides services to meet the needs of Central Contra Costa County transit riders.

Budget Summary:

County Connection's draft budget for July 1, 2022 to June 30, 2023 (Fiscal Year 2023) proposes \$47 million in operational expenses for fixed route and paratransit services with revenues to offset these costs. An additional \$26 million is proposed in capital expenditures and associated revenue in the budget year.

The next fiscal year will continue to be impacted by the COVID-19 pandemic, although with far less severity than two years ago. The proposed FY 2023 is based on a continued projected recovery of fixed route and paratransit services. While federal stimulus funds provided much-needed relief from the worst of the financial impacts of the pandemic, changing travel patterns and work from home trends have made a lasting impact to the way transit is utilized in the community and the larger region. While state and local revenues are anticipated to recover, many are not expected to meet pre-pandemic projections. Even when reliable revenue streams return, it is important to remember that the Authority lost a couple years of revenue growth during the pandemic while contractual and inflationary factors that drive expense growth did not stop.

The operating expense budget of \$47.2 million is a 4.2 percent increase over the FY 2022 budget and allows for fixed route service levels to begin to return to pre-pandemic levels. The capital budget of \$28.4 million includes a 40-vehicle bus replacement and 21 vehicle paratransit replacement, funded largely by federal dollars and matched with TDA capital.

Table 1: Budget Summary

<p style="text-align: center;">County Connection</p> <p style="text-align: center;">CENTRAL CONTRA COSTA TRANSIT AUTHORITY</p> <p style="text-align: center;">FY 2023 BUDGET SUMMARY</p>					
	FY 2021 Actuals	FY 2022 Budget	FY 2022 Estimated Actuals	FY 2023 Proposed Budget	% Over/Under Prior Year Budget
Operations					
Fixed Route	\$ 30,852,355	\$ 35,932,961	\$ 31,566,413	\$ 37,716,799	5.0%
Paratransit	\$ 5,052,210	\$ 9,370,473	\$ 8,151,885	\$ 9,503,159	1.4%
Subtotal	\$ 35,904,565	\$ 45,303,434	\$ 39,718,298	\$ 47,219,958	4.2%
Capital					
Fixed Route	\$ 747,000	\$ 250,000	\$ 250,000	\$ 27,177,000	10770.8%
Paratransit	\$ -	\$ -	\$ -	\$ 1,189,000	N/A
Subtotal	\$ 747,000	\$ 250,000	\$ 250,000	\$ 28,366,000	11246.4%
Grand Total	\$ 36,651,565	\$ 45,553,434	\$ 39,968,298	\$ 75,585,958	89.1%

The budget document attached to this report provides additional information and trends for the fixed route and paratransit operations budget and associated revenue.

Financial Implications:

Adoption of the FY 2023 budget will result in expenditure authority of \$47 million in operational expenses and \$26 million in capital expenditures for the budget year.

Recommendation:

The A&F Committee and Staff recommend the Board of Directors approve Resolution No. 2022-028 for the purpose of approving the FY 2023 Budget so a timely TDA claim can be filed.

Attachments:

Attachment 1: FY 2023 Proposed Budget

Attachment 2: Resolution No. 2022-028

County Connection Operating & Capital Budget FY 2022/23



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County Connection Overview

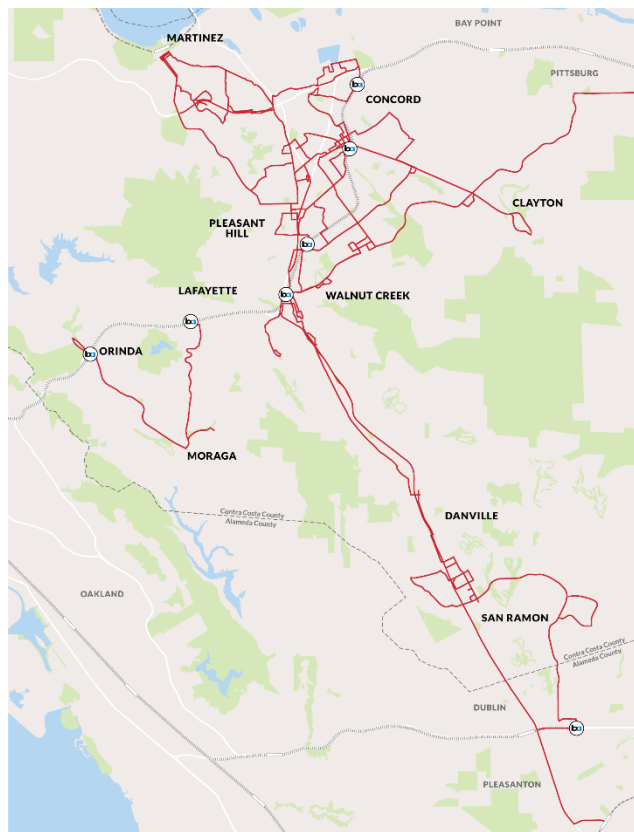
The Central Contra Costa Transit Authority (the “Authority” or “County Connection”) is a public transit agency operating fixed-route bus and ADA paratransit (County Connection LINK) service in and around Central Contra Costa County in the San Francisco Bay Area. County Connection is a Joint Powers Authority (JPA) formed in 1980, with one member of each jurisdiction comprising its 11-member Board of Directors. The jurisdictions that make up County Connection are the cities of Clayton, Concord, Lafayette, Martinez, Orinda, Pleasant Hill, San Ramon, Walnut Creek; the towns of Danville and Moraga; and certain unincorporated areas of Central Contra Costa County.

County Connection serves a dynamic and diverse modern suburban area that is spread out over a wide geographic area. County Connection patrons are economically diverse, and often transit dependent. Without County Connection services, many central Contra Costa County residents would have no transportation available for work, school, medical appointments or to take advantage of recreational opportunities. More information about County Connection can be found at www.countyconnection.com.

County Connection Service Profile

- Service Area: 200 square miles
- Service area population: 482,400
- Annual ridership for year-ended June 30, 2021: 1.2 million (Fixed-Route and Paratransit)
- Fleet size: 125 Fully Accessible Buses and 63 Passenger Vans (Paratransit)

Figure 1: Service Area Map



Budget Summary

The FY 2023 Budget proposes \$47 million in operations expenses for fixed route and paratransit with revenues to offset these costs. An additional \$28 million is proposed in capital expenditures and associated revenue in the budget year. County Connection's main revenue source is Transportation Development Act (TDA) 4.0 funds from the Metropolitan Transportation Commission (MTC). The budget proposes using \$27 million in TDA funds, which is \$4 million more than the \$24 million that MTC estimates will be allocated. The excess \$4 million will be drawn from the Authority's TDA reserves and includes \$7.4 million being utilized in the capital program. At the end of FY 2023, the Authority's TDA reserve is projected to be \$31.7 million.

Table 1: Budget Summary

County Connection					
CENTRAL CONTRA COSTA TRANSIT AUTHORITY					
FY 2023 BUDGET SUMMARY					
	FY 2021 Actuals	FY 2022 Budget	FY 2022 Estimated Actuals	FY 2023 Proposed Budget	% Over/Under Prior Year Budget
Operations					
Fixed Route	\$ 30,852,355	\$ 35,932,961	\$ 31,566,413	\$ 37,716,799	5.0%
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Grand Total	\$ 36,651,565	\$ 45,553,434	\$ 39,968,298	\$ 75,585,958	89.1%

COVID-19 Impacts

It has been two years since Contra Costa County Health Services implemented a shelter-in-place (SIP) order in response to the COVID-19 pandemic. Immediately following the SIP orders, public transit ridership fell to historic lows. The Authority followed health and safety recommendations by discontinuing fare collection in the initial months of the pandemic, requiring rear-door boarding, implementing mandatory social distancing and mask requirements, and enhanced cleaning protocols on all vehicles. Due to a devoted team of operators, mechanics, and other operational and administrative support staff, the Authority not only sustained local transit services throughout the pandemic, but also shifted service models to respond to other vital needs in the community by partnering with Meals on Wheels and county vaccination and testing clinics.

The initial impacts of the pandemic on the Authority's financial condition were swift and severe. The drop in ridership and temporary discontinuation of fare collection resulted in a loss of \$1.7 million in fare revenue from FY 2020 to FY 2021 alone. In addition, initial estimates from MTC were that TDA (based on sales taxes) would drop by 25% and State Transit Assistance (STA – based on diesel fuel taxes) would drop by 40% due to the ripple effects of the SIP orders on the economy.

Fortunately, statewide sales taxes and diesel fuel taxes were not as severely impacted as initially projected, and actual TDA and STA revenues did not decline as dramatically as predicted. Local sales tax revenue in Contra Costa County (Measure J) also held steady through the pandemic and is projected to remain at current levels for the coming fiscal year. In addition, substantial federal stimulus funding created a secure safety net that – in conjunction with service reductions – allowed the Authority to remain in operation despite unprecedented challenges.

Although there is still significant uncertainty about the long-term economic impacts of the pandemic, the Authority is doing what it can so transit benefits can help the community in economic rebound efforts. The Authority must also consider how FY 2023 expenses and service levels will impact future years once federal operating support is discontinued. While it is likely that subsidies could reach prior levels again in the next couple years, operations revenues are less likely to do so. Ridership is expected to recover slowly, potentially never reaching pre-pandemic levels, causing corresponding low levels of farebox revenue. Furthermore, oil and natural gas prices are extraordinarily volatile. One-time federal funding has been critical to ensure continuity of transit services, and allowed the Authority to preserve jobs to allow for transit service to be restored as demand begins to recover. However, as reliable revenue streams return, it is important to remember that the Authority lost a couple years of revenue growth during the pandemic while contractual and inflationary factors that drive expense growth did not stop.

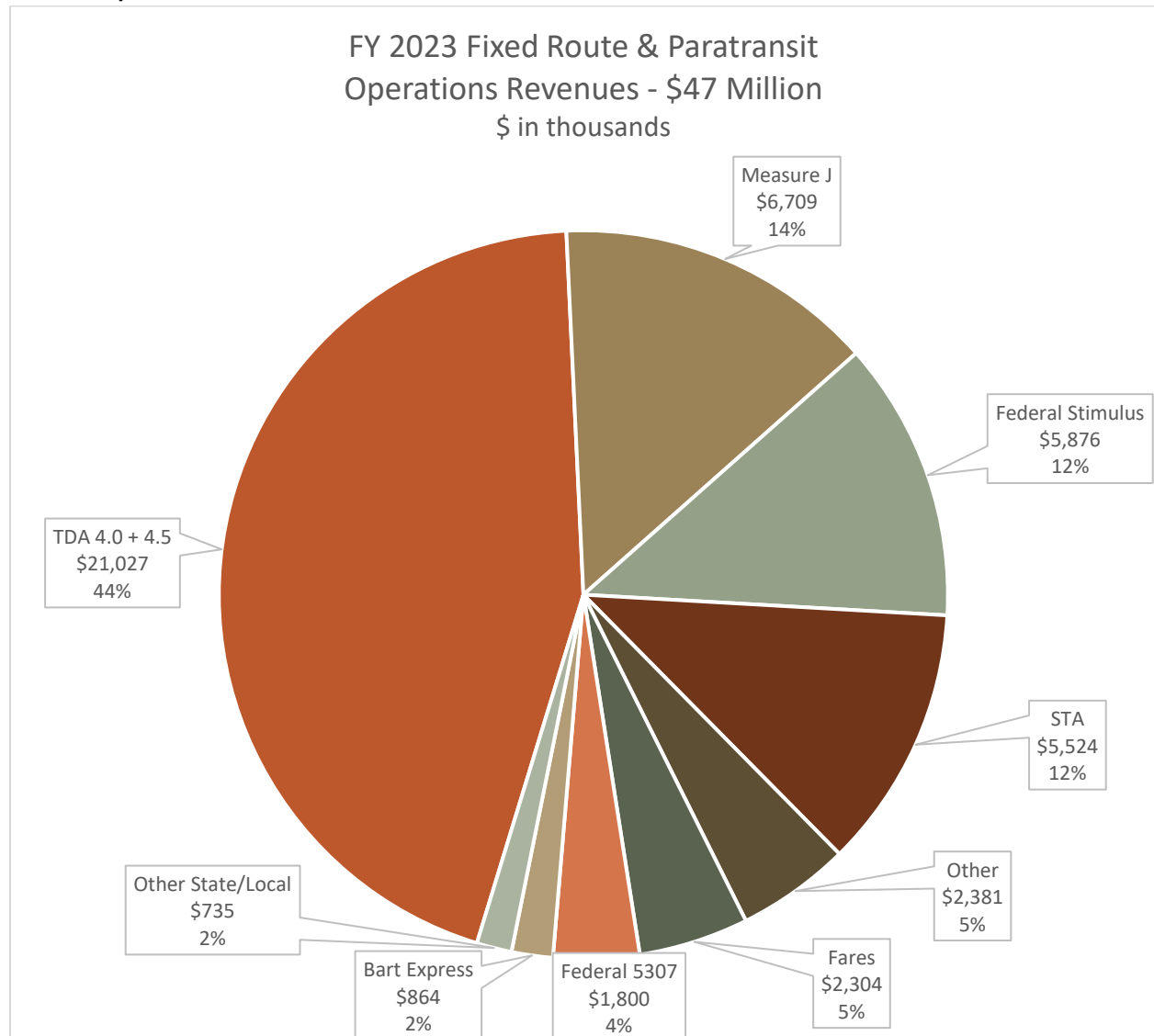
Operating Revenues

County Connection relies on a mixed portfolio of revenue sources. TDA provides the majority of the Authority's operating funds. The primary revenue sources for County Connection operations are:

- Transportation Development Act (TDA)
- Measure J
- State Transit Assistance (STA)
- Federal operating and stimulus funds
- Passenger fares

To develop revenue projections for the FY 2023 budget, staff referred to the Metropolitan Transportation Commission (MTC) revenue projections for STA and TDA, used Contra Costa Transportation Authority (CCTA) estimates for Measure J, and applied conservative projections to federal operating funds and passenger fares.

Chart 1: Operations Revenues



Fares

Prior to COVID-19, fare revenue was projected to exceed the FY 2020 budget of \$3 million due to a combination of fare increases in March 2019, more efficient routes, and Low Carbon Transit Operations Program (LCTOP) grant funding to subsidize free fares in the Monument Corridor. Actual fare revenue dropped to \$940 thousand in FY 2021 but has begun to rebound with \$1.6 million (for both fixed-route and paratransit) estimated to be collected in FY 2022. The budget anticipates modest increases to fare revenues, with fares and ridership modeled to reach 70% of pre-pandemic levels by FY 2027.

Special Services

Special services revenue represents agreements with various agencies such as BART (bus bridges), the City of Walnut Creek, St. Mary's, and others to provide transit services for agreed upon amounts. Some of the agreements that were in place pre-pandemic have not been renewed, causing declines in this revenue source.

Advertising Revenue

In October 2020, the Board approved an amendment with the advertising vendor since they were also financially hit due to COVID-19. The amendment waived the minimum annual guarantee (MAG) provision and we agreed to receive 55% of revenue collected by the vendor. Current trends indicate that advertising revenue is regaining momentum, and staff is hopeful that the MAG provision can be restored by January 2023.

State Transit Assistance (STA)

State Transit Assistance Funds (STA) funds are collected from the sales tax on diesel fuel. In FY2017/18, Senate Bill 1 (SB1) increased the state gas tax to restore state transit funds back to historic levels in 2018. The State Controller follows a statutory allocation method to distribute funds to transit operators. In accordance with the statute, STA funding is split 50% based on (a) locally generated revenue expended on transit operations (revenue based) and 50% based on (b) the population of the County (population based). A stronger than expected economy has led to robust diesel consumption growth through the pandemic. Current data on diesel fuel indicates that diesel consumption is expected to grow until FY 2026. The current fund estimate from MTC projects that County Connection will receive \$5.5 million in total STA funds in FY 2023.

In FY 2019, MTC converted the STA population-based funds from a formula-based allocation to a County Block Grant that is administered by the local Congestion Management Agency (CMA), Contra Costa Transportation Authority (CCTA). Under the County Block Grant, 60% of block funds are guaranteed to small operators, including County Connection. The remaining 40% is subject to CCTA's process for allocation and is represented in the budget document as "non-guaranteed". The non-guaranteed amount for FY 2023 is \$1.3 million. Changes to the allocation of these non-guaranteed funds could have a lasting impact on the ability of County Connection to provide services in the future.

Measure J – Contra Costa Transportation Authority (CCTA)

Measure J is a ½ cent sales tax in Contra Costa County administered by CCTA for transportation planning, projects, and programs. Measure J provides funding for fixed route and paratransit services to County Connection. Initial projections from CCTA are that sales taxes will remain relatively flat in FY 2023 as compared to FY 2022, at roughly \$109 million in Measure J revenue for the county as a whole. Therefore, staff is projecting total FY 2023 Measure J revenue will be equal to FY 2022 receipts at \$6.7 million.

Transportation Development Act (TDA) Articles 4.0 and 4.5

Similar to Measure J local sales tax revenue, Transportation Development Act (TDA) funding is also generated from sales tax and has been less impacted by the pandemic than initially projected. TDA revenue is a ¼ cent state sales tax to finance transportation programs and projects. TDA revenue is not accrual based – it is based on actual cash receipts in the fiscal year.

TDA Article 4.0 funding is utilized on both fixed-route and paratransit expenses, while TDA Article 4.5 funding is limited to usage on specialized transportation services only, such as paratransit.

Current MTC estimates project that County Connection will be allocated \$24 million in TDA 4.0 funding in FY 2023. TDA 4.0 revenue is considered to be the Authority's revenue of last resort. Any unused TDA revenue allocation is held by MTC and made available in future years. The budget proposes the use of \$19.7 million in TDA operating and \$7.4 million in TDA capital funds, which is \$3.1 million more than the MTC estimate of \$24 million, with the difference drawing upon past reserves.

MTC estimates that County Connection will receive \$1.3 million in TDA 4.5 revenue, which will be utilized solely on paratransit services.

Federal Relief Funds

County Connection has received timely and significant federal funding for transit operations. The federal government passed three relief bills that provided one-time funding for transit operators. These bills were the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the Coronavirus Response and Relief Supplemental Appropriation Act of 2021 (CRRSAA)¹, and the American Rescue Plan (ARP) Act of 2021. This funding has been provided at a 100 percent federal share, with no local match required. The funding has been made available to support capital, operating and other expenses generally eligible under those programs to prevent, prepare for, and respond to COVID-19. The Federal Transit Administration (FTA) allocated the formula funding to regions and states through the Section 5307 program.

The Metropolitan Transportation Commission (MTC) is the recipient of Section 5307 funds for the Bay Area. MTC worked quickly with all Bay Area transit agencies to develop a sub-allocation of the region's funding that reflects the initial needs of the transit agencies during this crisis and focused on restoring revenue losses for all operators.

County Connection utilized all \$11.8 million in CARES act funding in fiscal years 2020, 2021 and 2022. All \$3.7 million in allocated CRRSAA funding is projected to be utilized during fiscal year 2022.

ARP funding in the total amount of \$10.3 million has been allocated to County Connection. The application for these funds was temporarily held up during the recent Section 13(c) PEPR dispute. With the favorable outcome of this dispute earlier this year, federal grant applications are now again being considered for approval by the FTA. Once approved, County Connection can draw down on these funds for ARP-eligible projects. \$5.9 million has been budgeted in FY 2023, and \$3.9 million in FY 2024. All ARP funds must be used by December 31, 2024.

¹ Due to certain limitations, County Connection was not eligible to receive CRRSAA funding directly, so a funding swap with Federal Transit Administration (FTA) Section 5307 funds was implemented by MTC.

Table 2: Federal Relief Funds

Federal Relief Bill	County Connection Allocation (in thousands)	Anticipated Expenditure Year
Coronavirus Aid, Relief, and Economic Security (CARES) Act	\$ 11,813	FY 2020, FY 2021, FY 2022
Coronavirus Response and Relief Supplemental Appropriation Act of 2021 (CRRSAA)	\$ 3,688	FY 2022
American Rescue Plan Act of 2021 (ARP)	\$ 10,264	FY 2023, FY 2024
Total	\$ 25,765	

Low Carbon Transit Operations Program (LCTOP)

The Low Carbon Transit Operations Program (LCTOP) provides cap-and-trade funding for transit in order to reduce greenhouse gas (GHG) emissions and improve mobility, with a priority on serving disadvantaged communities (DACs). The Board of Directors has approved the utilization of these funds on service within DACs in the County Connection service area, plus fare subsidies on routes serving the Monument Corridor.

BART Express Funds

A 1997 agreement between BART and four East Bay bus operators (County Connection, LAVTA, Tri-Delta, and WestCAT) established a funding mechanism for BART to support feeder bus operators using BART's STA Revenue-Based and TDA sales tax funds. Initial payment amounts were established by transition agreements, and subsequent payments over the last 25 years have been calculated based on changes to AB 1107 ½-cent sales tax revenues. Discussions are ongoing between BART, MTC, county transportation agencies, and the four East Bay bus operators regarding possible changes to the operator agreements which govern these payments. MTC estimates that County Connection will receive \$864 thousand from this funding arrangement in FY 2023. Future changes to this agreement have the potential to create a significant impact on County Connection's bottom line.

FTA 5307 ADA Paratransit Operating Funds

Federal funds are made available to transit operators for ADA Paratransit operations under the Section 5307 Urbanized Area Formula Program. MTC is the designated recipient of FTA Section 5307 formula funds in the Concord urbanized area, and determines the allocation of these funds among area operators.

Fees From Partner Agencies – LAVTA and One Seat

Fees from partner agencies are collected to offset the cost of managing shared paratransit and One Seat program expenses. Additional detail about these programs is provided in the expenses section of the budget document.

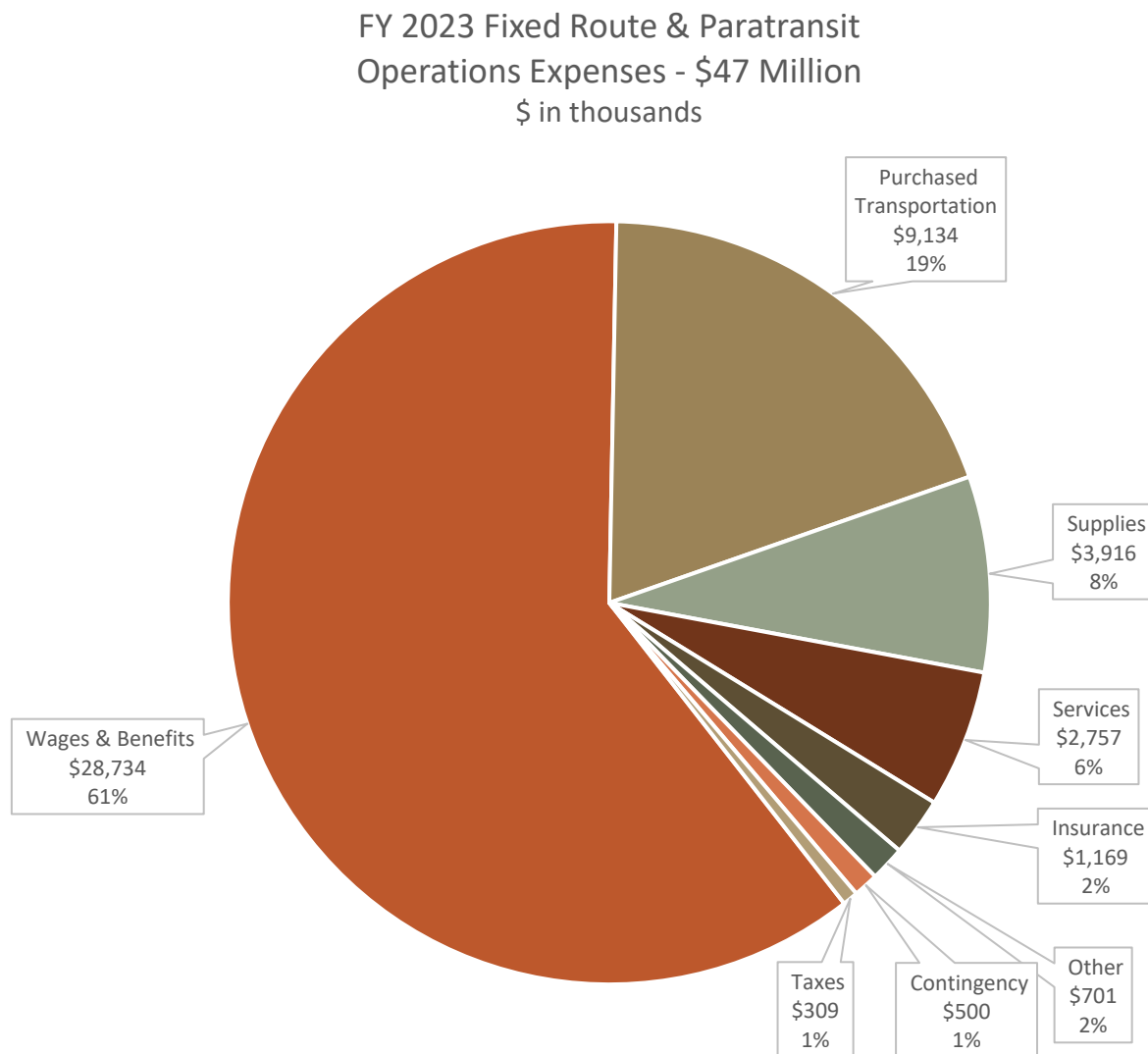
Table 3: Operating Revenues**County Connection****CENTRAL CONTRA COSTA TRANSIT AUTHORITY****FY 2023 PROPOSED BUDGET- OPERATING REVENUES**

Category	FY 2022 Budget	FY 2022 Estimated Actual	FY 2023 Proposed Budget	% change from FY 2022 Budget
Fixed Route				
Fare revenue	1,611,500	1,523,723	1,735,000	8%
Special service revenue	641,820	439,359	491,014	-23%
Total Fares	2,253,320	1,963,082	2,226,014	-1%
Advertising revenue	186,275	269,131	300,000	61%
Non-Operating rev	137,620	111,538	100,100	-27%
STA Population and Revenue	3,921,634	4,228,285	4,778,335	22%
Measure J	4,911,000	4,937,111	4,937,111	1%
TDA 4.0	15,469,409	11,319,287	17,633,307	14%
Federal Stimulus Funds	7,575,590	7,231,083	5,875,630	-22%
Low Carbon Transit Ops Prog	196,855	209,669	600,000	205%
BART Express Funds	891,994	891,994	864,033	-3%
Other State Grants	130,800	130,800	134,731	3%
Dougherty Valley Dev Fees	150,000	150,000	150,000	0%
Other Local Grants/Contributions	6,000	6,179	-	-100%
RM 2/Other- Express	102,464	118,255	117,538	15%
Lifeline	-	-	-	
Subtotal Fixed Route	35,932,961	31,566,413	37,716,799	5%
Paratransit				
Fare revenue	160,000	68,093	78,307	-51%
Fare revenue - LAVTA	389,313	-	-	-100%
Special service - One Seat Ride	50,000	158,939	182,779	266%
FTA Section 5307	1,240,000	1,240,000	1,800,000	45%
TDA 4.5	1,211,358	426,565	1,332,243	10%
TDA 4.0	1,807,036	2,364,302	2,061,230	14%
Measure J	1,800,000	1,772,258	1,772,258	-2%
STA Paratransit & Rev based	612,000	659,855	745,694	22%
LAVTA Fees	1,900,766	1,245,212	1,306,382	-31%
BART ADA Service/Other	200,000	216,660	224,265	12%
Subtotal Paratransit	9,370,473	8,151,884	9,503,159	1%
Total	45,303,434	39,718,297	47,219,958	4%

Operations Expenses

Prior to COVID-19, the authority was already dealing with financial challenges, as expenditure increases have been outpacing revenue sources. In 2019, the Authority addressed this structural deficit by modifying service delivery and increasing fares. This resulted in positive results from higher ridership and revenue, but COVID-19 took hold, and both significantly decreased. In March 2021, the County Connection Board approved a 13% service reduction (about \$3 million savings). The approved frequency reduction on 9 routes had been in place on a temporary basis since October 2020. County Connection staff have continued to monitor ridership trends and financial projections and have determined that it may be appropriate to plan for modest increases to service in FY 2023.

Chart 2: Operations Expenses



Major expenditure categories are discussed in greater detail below, and pages 20 to 34 of this report provide operating expense detail by general ledger account.

Wages and Benefits

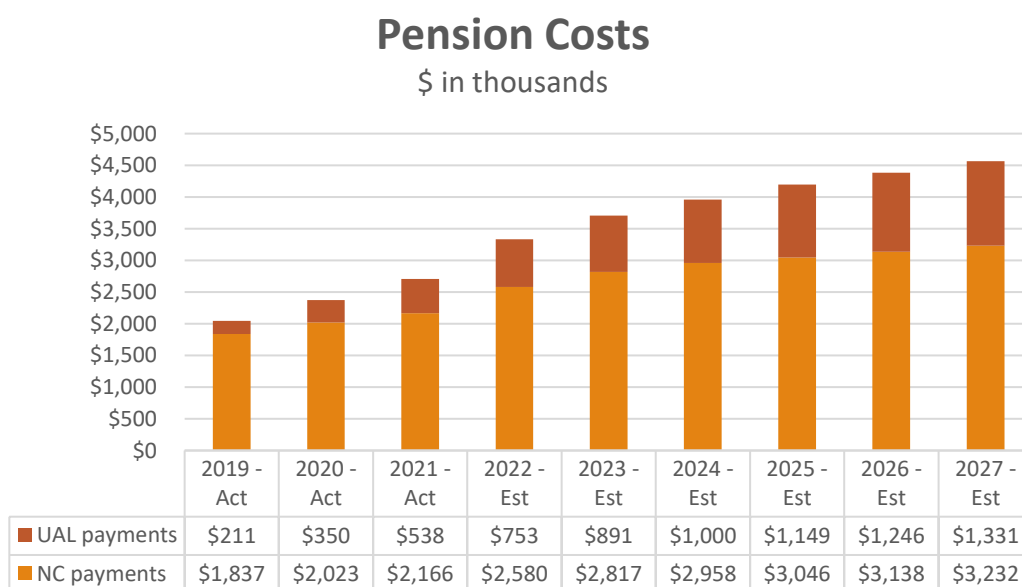
Wages and benefits are the Authority's largest expense. Even before the pandemic, the tight labor market was putting a stress on transit operators, making it difficult to attract and retain qualified bus operators and mechanics. These challenges were only exacerbated by the pandemic. The Authority has made changes to its pay scale for operators in response to these challenges, resulting in a more competitive compensation package. The effect of this change is represented in the budget and forecast. Two of the three Memorandums of Understanding (MOUs) with County Connection's collective bargaining units are up for negotiation in FY 2023. The budget assumes 3% cost of living increases as a standard placeholder, assumptions that recruitment efforts will result in filling vacant operator positions, plus a modest expansion to staffing levels to accommodate an increase to service levels. Refer to page 15 of this report for a detailed breakdown of staffing allocations by full-time equivalent (FTE).

Pensions

County Connection contracts with the California Public Employees' Retirement System (CalPERS) for its employee defined-benefit pension plans. The Authority is statutorily required to pay the Annual Required Contribution (ARC) to CalPERS. The ARC comprises two elements; the Normal Cost (NC), which is the annual cost of service accrual, and the Unfunded Accrued Liability (UAL) payment, which represents the catch-up portion of costs. CalPERS calculates the NC and the UAL based on a 7.0% discount rate, which mirrors its 7.0% expected return on plan assets.

County Connection was able to absorb most of the financial issues with the Great Recession and its pension plan was 99.9% funded in FY 2017, because the pension benefits were not enhanced in the early 2000's like many other agencies. As of the most recent CalPERS actuarial valuation report, County Connection's plan is 87.9% funded. The employer NC rate will increase from 8.91% in FY 2022 to 9.3% in FY 2027. Also, as a result of lowering the discount rate from 7.5% to 7.0% in recent years, and phasing in investment losses from previous fiscal years, the Authority's UAL payments will increase from \$753 thousand in FY 2022 to \$1.3 million in FY 2027. Pension costs as projected will continue to represent a larger and larger share of total operating expenditures.

Chart 3: CalPERS Pension Costs



Services

Expenses in the services category include legal fees, service repair, and promotions. Primary drivers of increases compared to the FY 2022 budget are increased usage of legal support, plus increased costs for bus engine repair.

Materials and Supplies

The largest expense in the materials and supplies category is diesel fuel. Diesel prices are extraordinarily volatile in today's market. The budget includes conservative but realistic assumptions for pricing in the coming year.

Casualty and Liability

General liability premiums and workers compensation rates are estimated to grow by 5% over FY 2022 budgeted amounts.

Purchased Transportation

Purchased transportation for paratransit services is the Authority's second largest expense. The current contract with Transdev for paratransit services expires June 30, 2022, and a Request for Proposals (RFP) is currently underway, with proposals due in April 2022. The budget assumes rate increases in contract rate resulting from RFP, plus inclusion of fuel in the rate. Contract increases are partially offset by reductions in COVID-related purchased transportation expenses, which are on the decline.

Purchased Transportation – Partner Agencies

The paratransit RFP includes formalizing a pilot project whereby the Authority partnered with Livermore Amador Valley Transit Authority (LAVTA) to serve riders in the regions of both agencies with collaborative and efficient service delivery. In addition, the "One Seat" ride paratransit pilot with adjacent operators proved to be a successful service delivery model, resulting in cost savings and an enhanced rider experience. Therefore, each of these shared services will continue under a new contract for paratransit services in the coming year. These costs are budgeted, but do not impact County Connection's bottom line since they are reimbursed in full by the partner agencies.

Table 4: Operating Expenditures**County Connection****CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2023 PROPOSED BUDGET- OPERATING EXPENDITURES**

Category	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	FY 2023 Proposed Budget	% change from FY 2022 Budget
Fixed Route					
Wages	\$13,242,002	\$14,671,029	\$13,288,597	\$15,587,805	6.2%
Fringe benefits-paid time off	2,547,054	2,614,978	2,256,962	2,712,911	3.7%
Fringe benefits-other	8,024,106	9,433,437	8,549,285	10,014,492	6.2%
Total Wages and benefits	23,813,162	26,719,444	24,094,843	28,315,209	6.0%
Services	1,688,585	2,480,350	2,048,377	2,660,800	7.3%
Materials and supplies	2,288,274	2,596,800	3,170,484	3,912,400	50.7%
Utilities	310,867	354,000	324,205	344,500	-2.7%
Casualty and liability	943,892	1,097,500	1,097,500	1,152,375	5.0%
Taxes	228,805	255,015	328,653	309,015	21.2%
Leases and rentals	60,409	58,000	58,000	60,000	3.4%
Miscellaneous	72,754	207,590	170,925	237,500	14.4%
Purchased transportation	1,445,605	1,264,262	273,426	225,000	-82.2%
Total Other Expenses (non-wages)	7,039,192	8,313,517	7,471,569	8,901,590	7.1%
Contingency		900,000		500,000	-44.4%
Subtotal Fixed Route	30,852,355	35,932,961	31,566,413	37,716,799	5.0%
Paratransit					
Wages	215,688	225,242	278,274	286,622	27.3%
Fringe benefits	99,701	133,252	133,713	131,743	-1.1%
Total Wages and benefits	315,389	358,494	411,987	418,365	16.7%
Services	57,669	93,300	88,507	96,000	2.9%
Materials and supplies	731	3,000	490	4,000	33.3%
Utilities	37,567	41,000	35,668	39,000	-4.9%
Liability	13,566	16,100	16,100	16,905	5.0%
Miscellaneous	800	11,000	25,198	20,000	81.8%
Purchased transportation	4,303,121	6,557,500	6,170,261	7,421,622	13.2%
Purchased transp - for partners	323,367	2,290,079	1,403,674	1,487,268	-35.1%
Total Other Expenses (non-wages)	4,736,821	9,011,979	7,739,898	9,084,794	0.8%
Subtotal Paratransit	5,052,210	9,370,473	8,151,885	9,503,159	1.4%
Total Operating Expenses	35,904,565	45,303,434	39,718,298	47,219,958	4.2%
GASBs 68 Pension & 75 OPEB	891,047	-	-	-	
Total Expenses	\$36,795,612	\$45,303,434	\$39,718,298	\$47,219,958	4.2%

Capital Expenditures

The forecast assumes baseline capital expenditures based on the 2016-2025 Short Range Transit Plan (S RTP) completed in March 2016. The S RTP was based on information at that time and assumed a 40-vehicle fleet replacement to begin in FY 2023. Staff intends to initiate this procurement in FY 2023 in accordance with this schedule.

Replacement of 21 paratransit vehicles were also scheduled for FY 2022; this purchase has been pushed forward to FY 2023.

An update to the S RTP is currently underway. In addition to baseline capital expenditures, several necessary facility maintenance and modernization projects are included in the budget and forecast. Major project additions include a fuel tank replacement, replacement of the five hydraulic lifts, concrete pad repairs, expansion of the upper parking lot, and necessary elevator improvements in both main buildings.

Table 5: Capital Program – Budget Year

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2023 CAPITAL PROGRAM-BUDGET YEAR
(\$ in thousands)

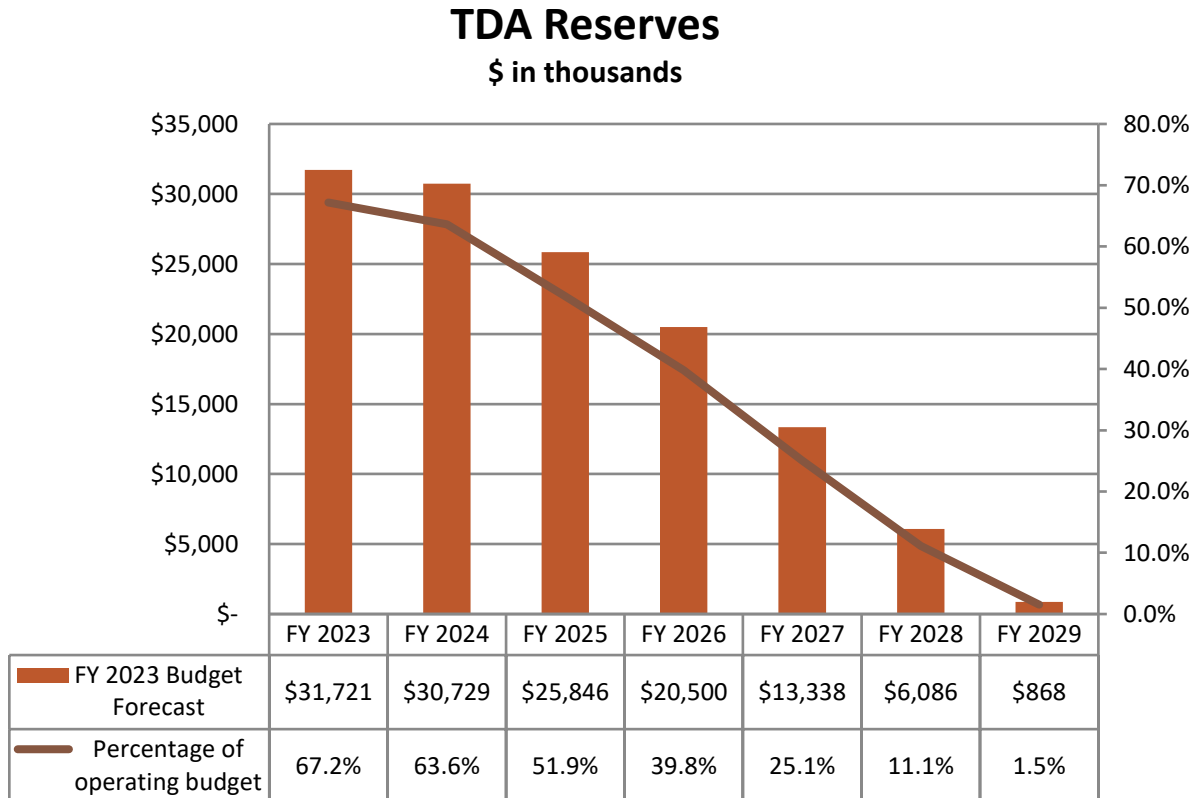
Capital Category	Funding Source		
	Federal 5307	MTC TDA	Total
Non Revenue Fleet	-	99	99
Revenue Fleet	\$ 20,958	\$ 4,919	\$ 25,877
Facility Maintenance and Modernization	-	2,180	2,180
Street Amenities	-	-	-
Information Technology	-	80	80
Maintenance Equipment & Tools	-	50	50
Office Furniture and Equipment	-	80	80
Total	\$ 20,958	\$ 7,408	\$ 28,366

The ten-year capital program can be found at page 16 of this report.

Forecast

Using the current assumptions for fixed route and paratransit services, there are sufficient TDA reserves (25% or above) through FY 2027, due to the injection of federal relief funds during the pandemic. The FY 2023 proposed budget and forecast assumes revenue recovery over the next couple of years, with TDA, STA and Measure J revenue at current estimates and continuing to grow conservatively by 3% a year, which is lower than the average growth of these revenues pre-pandemic. The budget and forecast also include increases to ridership and passenger fares, leveling off at 70% of pre-pandemic levels by FY 2027.

Chart 4: TDA Reserve Projections



A financial forecast of operating and capital expenditures can be found at pages 17 to 18 of this document. A breakdown of TDA reserve utilization and projected fund balance can be found at page 19.

Table 6: Staffing Levels

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STAFFING

Position Type	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGETED	FY 2022 ACTUAL	FY 2023 PROPOSED
Transportation						
Transportation administration	4.0	3.0	4.0	4.0	4.0	4.0
Training	1.0	2.0	0.0	1.0	1.0	1.0
Transit Supervisor/Dispatcher	11.0	12.0	11.0	11.0	11.0	12.0 (a)
	16.0	17.0	15.0	16.0	16.0	17.0
Full-time runs	116.0	116.0	108.0	111.0	100.0	115.0
Part-time runs	4.0	4.0	3.0	4.0	4.0	4.0
Full-time stand-by (Protection)	36.0	34.0	39.0	36.0	35.0	36.0
	156.0	154.0	150.0	151.0	139.0	155.0 (b)
Total Transportation	172.0	171.0	165.0	167.0	155.0	172.0
Maintenance						
Maintenance administration	5.0	5.0	5.0	5.0	5.0	5.0
Facilities	6.0	6.0	6.0	6.0	6.0	6.0
	11.0	11.0	11.0	11.0	11.0	11.0
Mechanic, Level VI	3.0	2.0	2.0	4.0	1.0	4.0
Mechanic, Level V	3.0	3.0	3.0	3.0	2.0	3.0
Mechanic, Level IV	5.0	5.0	4.0	5.0	4.0	5.0
Mechanic, Level III	6.0	5.0	5.0	5.0	5.0	5.0
Mechanic, Level II	-	-	2.0	2.0	2.0	2.0
Mechanic, Level I	2.0	2.0	-	0.0	2.0	-
Bus service workers	9.0	9.0	8.0	11.0	10.0	11.0
	28.0	26.0	24.0	30.0	26.0	30.0
Total Maintenance	39.0	37.0	35.0	41.0	37.0	41.0
General Administration						
General Administration	4.0	4.0	4.0	4.0	4.0	4.0
Stores & Procurement	1.0	1.0	1.0	1.0	1.0	1.0
Stores workers	2.0	2.0	2.0	2.0	2.0	2.0
Finance	5.0	5.0	5.0	5.0	5.0	5.0
Human Resources	3.0	3.0	2.0	2.0	2.0	2.0
Marketing	1.0	1.0	1.0	1.0	1.0	2.0 (c)
Customer service	6.0	6.0	6.0	6.0	6.0	6.0
IT	4.0	4.0	3.0	3.0	3.0	3.0
Planning/Scheduling	6.0	4.0	5.0	5.0	4.0	6.0 (d)
Subtotal in full time equivalents	32.0	30.0	29.0	29.0	28.0	31.0
Fixed Route Operations Total	243.0	238.0	229.0	237.0	220.0	244.0
Paratransit	3.0	3.0	3.0	3.0	4.0	4.0 (e)
Total Operations	246.0	241.0	232.0	240.0	224.0	248.0

(a) Addition of one Supervisor

(b) Increase total Operator pool to pre-pandemic level

(c) Director of Marketing vacancy

(d) Planning Manager vacancy plus addition of Grants Administrator

(e) Addition of Manager of Accessible Services in FY22

Table 7: Ten Year Capital Program

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
CAPITAL PROGRAM
FISCAL YEARS 2020 - 2029
\$ In Thousands

	actuals		estimated	proposed	projected					
Capital Program (a):	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Non Revenue Fleet	\$ 369	\$ 367	\$ -	\$ 99	\$ 126	\$ 109	\$ -	\$ 70	\$ 70	\$ 100
Revenue Fleet	-	-	-	25,877	-	-	-	16,857	15,673	-
Facility Maintenance & Modernization	100	100	50	2,180	4,480	2,080	2,080	225	100	250
Street Amenities	-	-	50	-	50	-	70	50	-	50
Information Technology	85	180	50	80	150	85	100	150	100	350
Maintenance Equipment & Tools	65	50	50	50	250	50	50	-	50	150
Office Furniture and Equipment	70	50	50	80	100	100	80	25	50	50
Total Capital Program	\$ 689	\$ 747	\$ 250	\$ 28,366	\$ 5,156	\$ 2,424	\$ 2,380	\$ 17,377	\$ 16,043	\$ 950
Capital Program by Service:										
Fixed-Route	\$ 689	\$ 747	\$ 250	\$ 27,177	\$ 5,156	\$ 2,424	\$ 2,380	\$ 17,377	\$ 16,043	\$ 950
Paratransit	-	-	-	1,189	-	-	-	-	-	-
Total Capital Program by Service	\$ 689	\$ 747	\$ 250	\$ 28,366	\$ 5,156	\$ 2,424	\$ 2,380	\$ 17,377	\$ 16,043	\$ 950
Capital Funding by Source	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Federal 5307	\$ -	\$ -	\$ -	20,958	\$ -	\$ -	\$ -	\$ 13,636	\$ 12,677	\$ -
State - LCTOP	-	-	-	-	-	-	-	-	-	-
Bridge Toll Revenue	-	-	-	-	-	-	-	-	-	-
Transportation Development Act	689	747	250	7,408	6,656	2,424	2,380	3,741	3,366	950
Transportation Development Act Rollover	-	-	-	-	-	-	-	-	-	-
Total Capital Funding by Source	\$ 689	\$ 747	\$ 250	\$ 28,366	\$ 6,656	\$ 2,424	\$ 2,380	\$ 17,377	\$ 16,043	\$ 950
Revenue Fleet Replacements	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2028
# Fixed Route Vehicles	-	-	-	40	-	-	-	40	-	-
# Paratransit Vehicles	-	-	-	21	-	-	-	-	-	-
Total Revenue Fleet Replacement	-	-	-	61	-	-	-	40	-	-

(a) The Capital Program does not include costs associated with electrification of the bus fleet nor the required infrastructure, which are currently being studied.

Table 8: Ten Year Financial Forecast - Operating

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FINANCIAL FORECAST
FISCAL YEARS 2020 - 2029 \$ In Thousands

	actuals		estimated	proposed	projected					
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Revenue Hours	206,764	178,422	180,000	184,500	189,113	193,840	198,686	200,000	200,000	200,000
Passenger Fares	2,646	942	1,524	1,735	1,778	1,823	1,868	1,915	1,915	1,915
Special Fares	1,652	350	439	491	565	649	649	649	649	649
Advertising	453	69	269	300	344	354	361	368	375	375
Non-Operating Revenue	375	175	112	100	101	102	103	104	105	106
FEMA - COVID	33	(33)	-	-	-	-	-	-	-	-
Federal Stimulus Funds	5,541	1,359	7,231	5,876	3,917	-	-	-	-	-
LCTOP Utilization	388	235	210	600	197	197	197	197	197	197
Other State Grants - SB1 State of Good Repair	124	64	131	135	135	135	135	135	135	135
STA Population & Revenue Based Guarantee	3,562	2,486	2,896	3,433	3,442	3,524	3,608	3,694	3,768	3,844
STA Population & Revenue Based - <i>Non Guar</i>	1,470	1,318	1,332	1,345	1,358	1,372	1,386	1,399	1,427	1,456
TDA 4.0 Utilization	8,986	16,747	11,319	17,628	20,641	25,439	26,510	27,533	28,585	29,600
Measure J	4,960	5,278	4,937	4,937	5,036	5,162	5,291	5,450	5,613	5,872
BART Express Funds	862	938	892	864	873	881	890	899	917	935
Dougherty Valley Dev Fees	152	126	150	150	-	-	-	-	-	-
Other Local Grants	-	426	6	-	-	-	-	-	-	-
RM2/Other - Express	84	151	118	118	118	118	118	118	118	118
Lifeline	230	223	-	-	-	-	-	-	-	-
OTAL FIXED ROUTE OPERATING REVENUE	31,518	30,852	31,567	37,711	38,506	39,756	41,116	42,462	43,804	45,202
Op Expenses w/o contingency and GASB adjustments	31,168	30,314	30,813	36,326	37,506	38,607	39,870	41,131	42,443	43,787
<i>CalPERS UAL Expense</i>	350	538	753	891	1,000	1,149	1,246	1,331	1,361	1,415
% change over prior year	-0.4%	-2.1%	2.3%	17.9%	3.5%	3.2%	3.4%	3.3%	3.2%	3.2%
GASB 68 Pension & GASB 75 OPEB adjustment	1,659	891								
Operating expense contingency	-	-		500	-	-	-	-	-	-
OTAL FIXED ROUTE OPERATING EXPENSES	33,177	31,743	31,566	37,717	38,506	39,756	41,116	42,462	43,804	45,202
% change over prior year	3.92%	-4.32%	-0.56%	19.49%	2.09%	3.25%	3.42%	3.27%	3.16%	3.19%
Revenue Hours	57,485	29,142	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Passenger Fares	398	74	68	78	108	151	168	168	168	168
Passenger Fares - One Seat Ride Demo	-	38	159	183	-	-	-	-	-	-
FTA Section 5307	1,395	1,046	1,240	1,800	1,800	1,800	1,800	1,800	1,800	1,800
Federal Stimulus Funds	1,370	-	-	-	-	-	-	-	-	-
TDA 4.5	918	591	427	1,332	1,370	1,408	1,447	1,488	1,529	1,572
TDA 4.0	(596)	334	2,364	2,061	2,297	2,405	2,553	2,714	2,880	3,018
Measure J	1,814	1,937	1,773	1,773	1,808	1,853	1,899	1,956	2,015	2,108
STA Paratransit & Revenue Based	783	534	660	746	834	851	860	868	877	886
LAVTA Fares/Fees Demonstration	-	294	1,245	1,306	1,345	1,386	1,427	1,470	1,514	1,559
Bart ADA service	205	204	217	224	226	228	230	232	234	236
OTAL PARATRANSIT OPERATING REVENUE	6,287	5,052	8,151	9,509	9,788	10,082	10,384	10,696	11,017	11,347
OTAL PARATRANSIT OPERATING EXPENSES	6,287	5,052	8,152	9,503	9,788	10,082	10,384	10,696	11,017	11,347
% change over prior year	-0.1%	-19.6%	61.4%	16.6%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
\$	39,464	\$ 36,795	\$ 39,718	\$ 47,220	\$ 48,294	\$ 49,838	\$ 51,501	\$ 53,158	\$ 54,821	\$ 56,549

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FINANCIAL FORECAST
FISCAL YEARS 2020 - 2029 \$ In Thousands

	actuals		estimated	proposed	projected					
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Capital Revenue										
Federal 5307	-	-	-	20,958	-	-	-	13,636	12,677	-
State Prop 1B PTMISEA - Rolling Stock	-	-	-	-	-	-	-	-	-	-
State Prop 1B PTMISEA - Facility Rehab	-	-	-	-	-	-	-	-	-	-
State - LCTOP	-	-	-	-	-	-	-	-	-	-
Lifeline - 1B Population based Bonds	-	-	-	-	-	-	-	-	-	-
Transportation Development Act	689	747	250	7,408	2,747	2,424	2,380	3,741	3,366	950
TOTAL CAPITAL REVENUE	\$ 689	\$ 747	\$ 250	\$ 28,366	\$ 2,747	\$ 2,424	\$ 2,380	\$ 17,377	\$ 16,043	\$ 950
	\$ 689	\$ 747	\$ 250	\$ 28,366	\$ 2,747	\$ 2,424	\$ 2,380	\$ 17,377	\$ 16,043	\$ 950

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
TDA RESERVES
FISCAL YEARS 2020 - 2029 \$ In Thousands

	actuals		estimated	proposed	projected					
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Beginning Balance	\$ 18,359	\$ 27,818	\$ 31,513	\$ 34,797	\$ 31,721	\$ 30,729	\$ 25,846	\$ 20,500	\$ 13,338	\$ 6,086
TDA 4.0 Allocation	\$ 18,538	\$ 21,522	\$ 20,906	\$ 24,021	\$ 24,694	\$ 25,385	\$ 26,096	\$ 26,827	\$ 27,578	\$ 28,350
% change over prior year	-2.65%	16.10%	-2.87%	14.90%	2.80%	2.80%	2.80%	2.80%	2.80%	2.80%
TDA 4.0 Needed for Operations and Capital:										
Used for Fixed route operations	(8,986)	(16,747)	(11,319)	(17,628)	(20,641)	(25,439)	(26,510)	(27,533)	(28,585)	(29,600)
Used for Paratransit operations	596	(334)	(2,364)	(2,061)	(2,297)	(2,405)	(2,553)	(2,714)	(2,880)	(3,018)
TDA Used for Operations	(8,390)	(17,081)	(13,683)	(19,689)	(22,938)	(27,844)	(29,063)	(30,247)	(31,465)	(32,617)
Used for Capital Program	(689)	(747)	(250)	(7,408)	(2,747)	(2,424)	(2,380)	(3,741)	(3,366)	(950)
Ending TDA Reserve	\$ 27,818	\$ 31,513	\$ 38,485	\$ 31,721	\$ 30,729	\$ 25,846	\$ 20,500	\$ 13,338	\$ 6,086	\$ 868

Number Of Months of Operating Expenses in Reserve	8.5	10.3	11.6	8.1	7.6	6.2	4.8	3.0	1.3	0.2
Percentage of operating budget	70.5%	85.6%	96.9%	67.2%	63.6%	51.9%	39.8%	25.1%	11.1%	1.5%

Table 11: Operating Expense Detail**County Connection****CENTRAL CONTRA COSTA TRANSIT AUTHORITY****OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022	Over (Under)	FY 2023	Over (Under)	
			Estimated	FY 2022	Proposed	\$	%
			Actual	Budget	Budget	FY 2022 Budget	FY 2022 Budget
FIXED ROUTE							
Wages, Operators	7,223,717	7,940,000	7,361,589	(578,411)	8,289,360	349,360	
Wages, Operator/trainer	34	60,000	-	(60,000)	150,000	90,000	
Wages, Trans Admin	1,118,548	1,182,628	1,148,492	(34,136)	1,241,134	58,506	
Wages, Scheduling	83,853	77,757	87,639	9,882	90,268	12,511	
Wages, Maint Admin	530,758	543,367	404,805	(138,562)	559,668	16,301	
Wages, Building Maint.	401,137	382,786	475,776	92,990	490,049	107,263	
Wages, Customer Service	371,963	378,705	356,530	(22,175)	390,066	11,361	
Wages, Promotion	64,049	62,705	59,602	(3,103)	156,763	94,058	
Wages, EE Services	209,755	201,713	208,071	6,358	207,764	6,051	
Wages, Finance	422,053	467,045	325,892	(141,153)	480,681	13,636	
Wages, Safety & Trng	-	110,243	46,607	(63,636)	113,550	3,307	
Wages, General Admin	612,943	617,942	586,258	(31,684)	636,105	18,163	
Wages, Board	22,500	26,400	16,878	(9,522)	26,400	-	
Wages, Planning	790,294	764,856	800,930	36,074	845,467	80,611	
Wages, Service Workers	390,455	535,670	426,781	(108,889)	551,740	16,070	
Wages, Serv Wrkr Bonus	1,114	1,750	635	(1,115)	1,803	53	
Wages, Mechanics	978,273	1,306,212	965,347	(340,865)	1,345,398	39,186	
Wages, Mechanic Bonus	5,642	11,250	5,681	(5,569)	11,588	338	
COVID Vaccine incentives	14,915	-	11,085	11,085	-	-	
Total Wages	13,242,002	14,671,029	13,288,597	(1,382,432)	15,587,805	916,776	6.2%
Sick, Operators	454,450	400,000	306,531	(93,469)	417,600	17,600	
Sick, Trans Admin	91,644	34,112	56,684	22,572	35,135	1,023	
Sick, Scheduling	1,029	2,320	-	(2,320)	-	(2,320)	
Sick, Maintenance Admin	6,642	16,184	24,555	8,371	16,670	486	
Sick, Building Maintenance.	15,306	10,980	13,008	2,028	11,309	329	
Sick, Customer Svc	6,464	10,591	4,869	(5,722)	10,909	318	
Sick, Promotion	2,244	1,871	7,265	5,394	1,927	56	
Sick, EE Services	3,139	6,017	1,547	(4,470)	6,198	181	
Sick, Finance	6,078	13,356	7,765	(5,591)	13,757	401	
Sick, Safety & Training	-	3,289	-	(3,289)	3,388	99	

County Connection**CENTRAL CONTRA COSTA TRANSIT AUTHORITY****OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Sick, General Admin	8,139	17,837	1,844	(15,993)	18,372	535	
Sick, Planning	3,516	22,065	3,958	(18,107)	22,727	662	
Sick, Service Workers	8,342	42,272	22,704	(19,568)	43,540	1,268	
Sick, Mechanics	108,203	37,476	45,154	7,678	38,600	1,124	
Sick, Operators - COVID-19	98,349	100,000	16,870	(83,130)	104,400	4,400	
Sick, Finance - COVID-19	2,579	-	-	-	-	-	op
Sick, Trans Admin - COVID-19	1,408	-	4,363	4,363	-	-	
Sick, Building Maintenance. - COVID-19	11,861	-	1,794	1,794	-	-	
Sick, Customer Svc - COVID-19	-	-	2,412	2,412	-	-	
Sick, EE Services - COVID-19	-	-	-	-	-	-	
Sick, Safety & Training - COVID-19	-	-	-	-	-	-	
Sick, General Admin - COVID-19	3,518	-	2,334	2,334	-	-	
Sick, Service Workers - COVID-19	2,077	-	9,574	9,574	-	-	
Sick, Mechanics - COVID-19	6,923	-	5,860	5,860	-	-	
Total Sick Pay	841,911	718,370	539,091	(179,279)	744,532	26,162	3.6%
Holiday, Operators	357,980	400,400	343,051	(57,349)	418,018	17,618	
Holiday, Trans Admin	57,998	62,319	64,492	2,173	64,189	1,870	
Holiday, Scheduling	4,048	4,237	5,561	1,324	5,728	1,491	
Holiday, Maintenance Admin	29,116	29,566	26,030	(3,536)	30,453	887	
Holiday, Building Maintenance.	18,695	20,059	23,078	3,019	20,661	602	
Holiday, Customer Svc	18,266	19,346	17,525	(1,821)	19,926	580	
Holiday, Promotion	2,994	3,417	5,529	2,112	3,520	103	
Holiday, EE Services	10,059	10,992	11,705	713	11,322	330	
Holiday, Finance	20,866	24,399	19,258	(5,141)	25,131	732	
Holiday, Safety & Training	-	6,008	1,462	(4,546)	6,188	180	
Holiday, General Admin	34,325	32,583	35,552	2,969	33,560	977	
Holiday, Planning	40,950	40,309	43,279	2,970	41,518	1,209	
Holiday, Service Workers	21,040	27,900	20,211	(7,689)	28,737	837	
Holiday, Mechanics	52,648	69,261	61,821	(7,440)	71,339	2,078	
Total Holiday Pay	668,986	750,796	678,552	(72,244)	780,289	29,493	3.9%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$ FY 2022 Budget	% FY 2022 Budget
Vacation, Operators	506,254	535,600	491,816	(43,784)	559,166	23,566	
Vacation, Trans Admin	94,831	92,404	89,596	(2,808)	95,176	2,772	
Vacation, Scheduling	6,970	7,062	6,661	(401)	6,861	(201)	
Vacation, Maintenance Admin	45,335	48,474	35,900	(12,574)	49,928	1,454	
Vacation, Building Maintenance.	27,117	24,967	30,063	5,096	25,716	749	
Vacation, Customer Svc	26,164	24,718	25,059	341	25,460	742	
Vacation, Promotion	5,621	5,695	5,257	(438)	5,866	171	
Vacation, EE Services	18,083	18,320	17,161	(1,159)	18,870	550	
Vacation, Finance	25,826	33,848	16,885	(16,963)	34,863	1,015	
Vacation, Safety & Training	-	10,013	3,371	(6,642)	10,313	300	
Vacation, General Admin	43,152	46,778	38,197	(8,581)	48,181	1,403	
Vacation, Planning	62,246	54,506	57,603	3,097	56,141	1,635	
Vacation, Service Wrkrs	22,203	30,938	22,422	(8,516)	31,866	928	
Vacation, Mechanics	76,920	112,005	71,763	(40,242)	115,365	3,360	
Vacation, Operators COVID	4,514	-	-	-	-	-	
Vacation, Trans Admin COVID	-	-	-	-	-	-	
Vacation, Building Maintenance COVID	-	-	-	-	-	-	
Vacation, Customer Svc COVID	-	-	-	-	-	-	
Vacation, EE Services - COVID	-	-	-	-	-	-	
Vacation, Mechanics COVID	-	-	-	-	-	-	
Total Accrued Vacation	965,239	1,045,328	911,753	(133,575)	1,083,773	38,445	3.7%
Abs Pay, Operators	21,734	58,500	58,500	-	61,074	2,574	
Abs Pay, Trans Admin	3,734	6,361	6,361	-	6,552	191	
Abs Pay, Scheduling	-	432	432	-	445	13	
Abs Pay, Maintenance Admin	-	3,018	3,018	-	3,109	91	
Abs Pay, Building Maintenance.	1,154	2,047	2,047	-	2,108	61	
Abs Pay, Customer Svc	732	1,974	1,974	-	2,033	59	
Abs Pay, Promotion	-	349	349	-	359	10	
Abs Pay, EE Services	-	1,121	1,121	-	1,155	34	
Abs Pay, Finance	-	2,489	2,489	-	2,564	75	
Abs Pay, Safety & Training	-	613	613	-	631	18	
Abs Pay, General Admin	-	3,325	3,325	-	3,425	100	
Abs Pay, Planning	-	4,112	4,112	-	4,235	123	

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$ FY 2022 Budget	% FY 2022 Budget
Separation Pay/Benefits	-	5,000	-	(5,000)	5,150	150	
Abs Pay, Service Wrkrs	1,041	5,542	5,542	-	5,708	166	
Abs Pay, Mechanics	-	5,601	5,601	-	5,769	168	
Abs Pay, Operators - COVID	867	-	-	-	-	-	
Abs Pay, Trans Admin - COVID	-	-	-	-	-	-	
Abs Pay, EE Services - COVID	-	-	-	-	-	-	
Abs Pay, General Admin - COVID	1,079	-	-	-	-	-	
PPTO Abs Pay, Trans Admin - COVID	-	-	216	216	-	-	
PPTO Abs Pay, Operators - COVID	29,692	-	25,663	25,663	-	-	
PPTO Abs Pay, Service Workers - COVID	3,119	-	2,604	2,604	-	-	
PPTO Abs Pay, Mechanics - COVID	7,766	-	3,598	3,598	-	-	
Total Absence Pay	70,919	100,484	127,565	27,081	104,318	3,834	3.8%
Total Paid Time Off	2,547,054	2,614,978	2,256,962	(358,016)	2,712,911	97,933	3.7%
Total Compensation	15,789,057	17,286,007	15,545,559	(1,740,448)	18,300,716	1,014,709	5.9%
FICA, Operators	118,482	133,120	110,866	(22,254)	138,977	5,857	
FICA, Trans Admin	18,102	19,793	18,619	(1,174)	20,387	594	
FICA, Scheduling	1,292	1,331	1,651	320	1,701	370	
FICA, Maintenance Admin	3,751	4,260	4,214	(46)	4,388	128	
FICA, Building Maintenance.	6,490	6,388	7,750	1,362	7,982	1,594	
FICA, Customer Service	5,929	6,313	6,152	(161)	6,502	189	
FICA, Promotion	1,118	1,074	1,063	(11)	1,094	20	
FICA, EE Services	3,522	3,453	3,729	276	3,840	387	
FICA, Finance	7,083	7,665	5,841	(1,824)	7,895	230	
FICA, Safety & Training	-	2,000	696	(1,304)	2,060	60	
FICA, General Admin	10,400	11,069	10,017	(1,052)	11,401	332	
FICA, Board Members	1,721	2,020	1,291	(729)	2,020	-	
FICA, Planning	12,522	12,664	13,202	538	13,598	934	
FICA, Service Workers	6,376	9,265	7,258	(2,007)	9,543	278	
FICA, Mechanics	13,843	19,855	14,453	(5,402)	20,451	596	
Total FICA/Medicare	210,630	240,270	206,800	(33,470)	251,840	11,570	4.8%

County Connection**CENTRAL CONTRA COSTA TRANSIT AUTHORITY****OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
PERS-RET, Operators	1,047,857	1,214,833	1,222,598	7,765	1,262,373	47,540	
PERS-RET, Trans Admin	252,823	297,547	318,484	20,937	365,291	67,744	
PERS-RET, Scheduling	23,159	20,312	28,878	8,566	24,803	4,491	
PERS-RET, Maintenance Admin	128,985	158,066	153,373	(4,693)	169,244	11,178	
PERS-RET, Bldg Maintenance.	57,608	71,024	69,589	(1,435)	84,179	13,155	
PERS-RET, Customer Svc	63,087	67,625	77,664	10,039	73,112	5,487	
PERS-RET, Promotion	25,020	17,723	30,867	13,144	22,052	4,329	
PERS-RET, EE Services	41,431	49,052	50,272	1,220	52,034	2,982	
PERS-RET, Finance	83,620	97,071	91,460	(5,611)	102,566	5,495	
PERS-RET, Sfty & Training	24,924	31,728	34,813	3,085	37,789	6,061	
PERS-RET, Gen Admin	105,595	137,353	125,984	(11,369)	142,474	5,121	
PERS-RET, Planning	86,492	130,044	103,721	(26,323)	140,692	10,648	
GM-457 Retirement	18,000	19,000	18,000	(1,000)	19,000	-	
PERS-RET, Service Wrkr	57,411	80,850	71,501	(9,349)	106,396	25,546	
PERS-RET, Mechanics	168,992	226,401	201,456	(24,945)	234,858	8,457	
Total Retirement	2,185,004	2,618,629	2,598,660	(19,969)	2,836,862	218,233	8.3%
Medical, Operators	637,282	702,490	706,446	3,956	737,615	35,125	
Medical, Trans Admin	95,518	124,090	113,108	(10,982)	130,295	6,205	
Medical, Scheduling	8,332	9,510	7,650	(1,860)	9,986	476	
Medical, Maintenance Admin	38,819	39,670	31,861	(7,809)	41,654	1,984	
Medical, Building Maintenance.	50,750	52,800	54,904	2,104	57,649	4,849	
Medical, Customer Svc	32,144	35,060	36,719	1,659	38,555	3,495	
Medical, Promotion	5,234	5,430	5,680	250	5,964	534	
Medical, EE Services	-	-	-	-	-	-	
Medical, Finance	24,688	31,470	22,515	(8,955)	33,044	1,574	
Medical, Safety & Training	1,998	7,370	-	(7,370)	7,739	369	
Medical, General Admin	70,933	74,690	27,539	(47,151)	78,425	3,735	
Medical, Planning	31,476	44,440	30,282	(14,158)	46,662	2,222	
Medical, Service Workers	205,356	266,120	290,405	24,285	304,926	38,806	
Medical, Mechanics	358,877	459,650	350,879	(108,771)	482,633	22,983	
Medical Admin Charge	8,390	10,500	8,868	(1,632)	11,025	525	
Vision Plan, Admin	-	-	-	-	-	-	
Vision Plan, Operators	-	-	-	-	-	-	

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Medical, Retirees	239,144	275,000	279,932	4,932	288,750	13,750	
OPEB benefits	307,271	179,343	179,343	-	188,310	8,967	
Total Medical	2,116,213	2,317,633	2,146,132	(171,501)	2,463,228	145,595	6.3%
Dental, Operators	223,481	241,741	226,000	(15,741)	253,828	12,087	
Dental, Trans Admin	30,753	34,300	37,236	2,936	36,015	1,715	
Dental, Scheduling	1,966	2,291	1,482	(809)	2,406	115	
Dental, Maintenance Admin	6,999	10,176	5,722	(4,454)	10,685	509	
Dental, Building Maintenance.	10,010	11,090	12,690	1,600	11,645	555	
Dental, Customer Svc	9,776	13,000	10,711	(2,289)	13,650	650	
Dental, Promotion	1,353	1,510	1,482	(28)	1,586	76	
Dental, EE Services	2,940	3,100	3,221	121	3,255	155	
Dental, Finance	7,292	9,150	6,950	(2,200)	9,608	458	
Dental, Safety & Training	66	2,400	1,195	(1,205)	2,520	120	
Dental, General Admin	10,081	11,170	11,046	(124)	11,729	559	
Dental, Planning	9,162	12,916	9,839	(3,077)	13,562	646	
Total Dental	313,879	352,844	327,575	(25,269)	370,486	17,642	5.0%
WC, Operators	653,676	778,750	778,752	2	817,688	38,938	
WC, Trans Admin	63,001	82,500	82,500	-	84,975	2,475	
WC, Scheduling	7,868	5,000	5,004	4	5,250	250	
WC, Maintenance Admin	19,679	26,250	26,256	6	27,563	1,313	
WC, Building Maintenance.	23,623	31,250	31,248	(2)	32,813	1,563	
WC, Customer Svc	31,491	31,250	31,248	(2)	32,813	1,563	
WC, Promotion	3,944	5,000	5,004	4	5,250	250	
WC, EE Services	11,811	10,000	9,996	(4)	10,500	500	
WC, Finance	19,679	26,250	26,256	6	27,563	1,313	
WC, Safety & Training	7,868	5,000	5,004	4	5,250	250	
WC, General Admin	22,456	36,250	36,252	2	38,063	1,813	
WC, Planning	48,414	51,250	51,252	2	53,813	2,563	
WC, Service Workers	39,378	57,500	57,504	4	60,379	2,879	
WC, Mechanics	74,812	98,750	98,748	(2)	103,688	4,938	
Total Workers Comp	1,027,700	1,245,000	1,245,024	24	1,305,604	60,604	4.9%

County Connection**CENTRAL CONTRA COSTA TRANSIT AUTHORITY****OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Life, Operators	66,457	71,340	65,563	(5,777)	74,907	3,567	
Life, Trans Admin	8,850	10,580	9,546	(1,034)	11,109	529	
Life, Scheduling	733	800	770	(30)	840	40	
Life, Maintenance Admin	4,947	5,800	4,222	(1,578)	6,090	290	
Life, Building Maintenance.	3,677	4,120	3,659	(461)	4,326	206	
Life, Customer Svc	3,311	3,600	3,476	(124)	3,780	180	
Life, Promotion	592	630	622	(8)	662	32	
Life, EE Services	1,677	1,900	1,761	(139)	1,995	95	
Life, Finance	3,758	4,700	2,979	(1,721)	4,935	235	
Life, Safety & Training	-	960	-	(960)	1,008	48	
Life, General Admin	4,411	6,800	4,619	(2,181)	7,140	340	
Life, Planning	6,576	7,020	6,882	(138)	7,371	351	
Total Life Insurance	104,990	118,250	104,099	(14,151)	124,163	5,913	5.0%
SUI, Operators	25,410	45,000	24,521	(20,479)	47,250	2,250	
SUI, Trans Admin	2,291	7,531	1,578	(5,953)	7,757	226	
SUI, Scheduling	175	443	155	(288)	160	(283)	
SUI, Maintenance Admin	875	2,215	974	(1,241)	2,281	66	
SUI, Building Maintenance.	1,225	2,658	1,109	(1,549)	2,791	133	
SUI, Customer Svc	1,050	3,101	695	(2,406)	3,256	155	
SUI, Promotion	175	443	123	(320)	465	22	
SUI, Safety & Training	-	443	159	(284)	465	22	
SUI, General Admin	1,353	3,544	2,217	(1,327)	3,721	177	
SUI, EE Services	350	886	410	(476)	930	44	
SUI, Finance	875	2,215	1,072	(1,143)	2,326	111	
SUI, Planning	1,960	3,101	2,025	(1,076)	3,256	155	
SUI, Service Workers	1,820	4,873	2,683	(2,190)	5,019	146	
SUI, Mechanics	2,679	8,417	2,114	(6,303)	8,670	253	
Total SUI	40,238	84,870	39,836	(45,034)	88,347	3,477	4.1%
Operator Uniforms	43,884	50,000	46,105	(3,895)	50,000	-	
Uniforms - Maintenance. Pers.	27,403	21,000	23,395	2,395	25,000	4,000	
Total Uniforms	71,287	71,000	69,500	(1,500)	75,000	4,000	5.6%

County Connection**CENTRAL CONTRA COSTA TRANSIT AUTHORITY****OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Operator Medical Exams	12,765	16,000	9,990	(6,010)	15,000	(1,000)	
Emp Assistance Prog.	15,930	15,000	12,769	(2,231)	16,000	1,000	
Cafeteria Plan- Admin	518,797	636,676	491,803	(144,873)	668,510	31,834	
Other Fringe	-	-	-	-	-	-	
Cafeteria Plan-ATU	1,372,738	1,653,765	1,242,825	(410,940)	1,736,453	82,688	
Mechanic Tool Allowance	11,242	14,500	14,300	(200)	15,000	500	
Wellness Program	12,853	32,000	26,582	(5,418)	32,000	-	
Substance Abuse Prog.	9,840	17,000	13,390	(3,610)	16,000	(1,000)	
Ergonomics/W/C Prog	-	-	-	-	-	-	
Total Other Benefits	1,954,164	2,384,941	1,811,659	(573,282)	2,498,963	114,022	4.8%
Total Benefits	10,571,160	12,048,415	10,806,246	(1,242,169)	12,727,404	678,989	5.6%
Total Wages and Benefits	23,813,162	26,719,444	24,094,843	(2,624,601)	28,315,209	1,595,765	6.0%
Management Services	98,975	35,000	70,717	35,717	70,000	35,000	
Agency Fees	50	150	-	(150)	-	(150)	
In-Service Monitoring	-	5,500	5,000	(500)	5,500	-	
Mobility Services	17,813	25,000	19,626	(5,374)	25,000	-	
Schedules/Graphics	66,440	100,000	46,146	(53,854)	100,000	-	
Promotions	14,947	170,000	148,379	(21,621)	170,000	-	
Recruitment	8,472	10,000	8,779	(1,221)	20,000	10,000	
Hiring Costs	1,720	15,000	15,000	-	15,000	-	
Legal Fees	322,987	380,000	284,032	(95,968)	430,000	50,000	
Legal Fees - COVID	2,359	-	-	-	-	-	
Financial services	4,200	12,500	12,500	-	12,500	-	
Auditor Fees	42,140	50,000	48,500	(1,500)	50,000	-	
Freight In and Out	5,207	7,000	6,997	(3)	7,500	500	
Bid and Hearing Notices	526	900	900	-	900	-	
Service Development	-	75,000	25,000	(50,000)	100,000	25,000	
Section 8 Planning	-	-	-	-	-	-	
Trans. Printing/Reproduc.	5,249	6,000	3,000	(3,000)	6,000	-	
Payroll Services	76,347	87,500	80,736	(6,764)	87,500	-	
Retail service charge	-	-	-	-	-	-	
Bank service charge	16,326	25,500	17,000	(8,500)	20,000	(5,500)	

County Connection**CENTRAL CONTRA COSTA TRANSIT AUTHORITY****OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Commuter check process fee	-	300	291	(9)	300	-	
Pay PERS file upload	4,546	6,000	7,205	1,205	6,000	-	
Temporary Help-All depts	15,555	25,000	25,000	-	25,000	-	
Temp Help-Shop	-	-	-	-	-	-	
Temporary Help-Transportation	-	-	-	-	-	-	
Temporary Help-Finance	-	-	-	-	-	-	
Temporary Help-Planning	-	-	-	-	-	-	
Clipper Fees	14,027	150,000	80,000	(70,000)	100,000	(50,000)	
SVR-Differential/Radiator	7,919	8,500	8,461	(39)	8,500	-	
SVR-Transmission	406	33,000	23,622	(9,378)	44,000	11,000	
SVR-Upholstery/Glass	-	8,000	5,000	(3,000)	-	(8,000)	
SVR-Upholstery/Glass - COVID	-	6,000	-	(6,000)	6,000	-	
SVR-Towing	4,713	12,000	4,714	(7,286)	10,000	(2,000)	
SVR-Engine Repair	7,000	60,400	60,000	(400)	156,000	95,600	
SVR-Body Repair	68,768	96,000	77,331	(18,669)	96,000	-	
SVR-Electric Bus Repair	-	50,000	-	(50,000)	50,000	-	
Emission controls	9,155	62,500	53,278	(9,222)	62,500	-	
Support Vehicle maint	22,680	14,500	13,950	(550)	14,500	-	
IT Supplies/replacements	3,536	10,000	5,149	(4,851)	1,000	(9,000)	
IT Supplies/replacements - COVID	-	-	-	-	-	-	
Clever Devices/rideck maint	253,927	264,000	261,544	(2,456)	278,000	14,000	
Office Equipment Maint.	23,874	28,000	28,000	-	28,000	-	
Building Maint. Service	86,365	99,000	95,547	(3,453)	99,000	-	
Landscape Service	86,050	79,000	79,750	750	79,000	-	
IT Contracts	145,377	200,000	167,103	(32,897)	200,000	-	
Radio Maint. Service	330	12,500	10,000	(2,500)	12,500	-	
Contract Cleaning Service	2,814	3,600	2,500	(1,100)	3,600	-	
Waste Removal	18,780	19,000	19,930	930	21,000	2,000	
Hazardous Waste	122,125	115,000	115,234	234	115,000	-	
Fire Monitoring	4,800	3,000	2,811	(189)	3,000	-	
Security Services	102,081	103,000	102,645	(355)	115,000	12,000	
Other Services	-	7,000	7,000	-	7,000	-	
Total Services	1,688,585	2,480,350	2,048,377	(431,973)	2,660,800	180,450	7.3%

County Connection**CENTRAL CONTRA COSTA TRANSIT AUTHORITY****OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under)		Over (Under)	
				FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$ FY 2022 Budget	% FY 2022 Budget
Diesel Fuel	1,018,675	1,300,000	1,876,529	576,529	2,562,500	1,262,500	
Oils and Lubricants	74,686	75,000	79,626	4,626	88,000	13,000	
Gasoline	15,298	25,000	20,896	(4,104)	24,000	(1,000)	
CNG Alternative Fuel	-	-	-	-	-	-	
PG&E - WC Trolley	42,579	90,000	79,087	(10,913)	90,000	-	
Tires and Tubes	206,708	205,000	179,330	(25,670)	205,000	-	
Safety Supply	-	5,000	2,500	(2,500)	5,000	-	
Transportation Supplies	9,645	14,000	8,912	(5,088)	14,000	-	
BART Relief Tickets	-	-	-	-	-	-	
CLIPPER Relief Cards for EE's	(101)	40,000	111	(39,889)	-	(40,000)	
CSS-Soaps	1,976	5,000	5,223	223	5,500	500	
CSS-Cleaning	5,726	20,000	11,346	(8,654)	15,000	(5,000)	
CSS-Safety	18,192	55,000	40,248	(14,752)	45,000	(10,000)	
CSS-Antifreeze	6,304	6,000	5,775	(225)	6,000	-	
CSS-Gases	5,905	4,500	14,173	9,673	7,000	2,500	
Oil Analysis	8,250	8,300	8,250	(50)	8,400	100	
Equipment/Garage Exp.	34,758	30,000	28,399	(1,601)	30,000	-	
Coach Repair Parts	580,169	530,000	617,712	87,712	600,000	70,000	
Shelter/Bus Stop Supply	5,209	8,000	3,000	(5,000)	8,000	-	
Janitorial Supplies	20,322	30,000	30,232	232	30,000	-	
Lighting Supply	-	4,500	2,500	(2,000)	4,500	-	
Building Repair Supply	53,388	40,000	57,228	17,228	50,000	10,000	
Landscape Supply	1,378	4,500	1,157	(3,343)	2,500	(2,000)	
Tickets, Passes, Xfrs	419	3,000	1,000	(2,000)	3,000	-	
Supplies - Offsites	-	1,000	910	(90)	1,000	-	
Personnel Office Supply	1,456	3,000	3,000	-	3,000	-	
Office Supplies-Administration	11,644	14,000	13,740	(260)	14,000	-	
Office Supplies-Maint.	1,975	2,500	2,520	20	2,500	-	
Postage	8,318	9,000	7,583	(1,417)	9,000	-	
Obsolete Parts Write-Off	57,889	-	18	18	-	-	
Safety Contingency Plans	-	3,000	1,500	(1,500)	3,000	-	
Training Supply	735	5,000	2,766	(2,234)	5,000	-	
Contracts & Grants Supply	3,105	2,000	2,000	-	2,000	-	
Supplies- IC	1,183	4,000	3,214	(786)	4,000	-	

County Connection**CENTRAL CONTRA COSTA TRANSIT AUTHORITY****OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Safety Supply	-	25,500	25,000	(500)	25,000	(500)	
Repair parts-grant exp	-	25,000	25,000	-	25,000	-	
COVID-19 Supplies	92,485	-	10,000	10,000	15,500	15,500	
Total Materials & Supplies	2,288,274	2,596,800	3,170,484	573,684	3,912,400	1,315,600	50.7%
Telephone Svc - TC				-		-	
Pacific Gas and Electric	167,442	195,000	174,185	(20,815)	195,000	-	
PG&E - WC Trolley	-	-	-	-	-	-	
Telephone Svc - Concord	43,280	51,000	46,684	(4,316)	40,000	(11,000)	
Contra Costa Water District	36,754	28,000	27,428	(572)	29,500	1,500	
Telephone-Cellular	63,391	80,000	75,908	(4,092)	80,000	-	
Total Utilities	310,867	354,000	324,205	(29,795)	344,500	(9,500)	-2.7%
Physical Damage	100,000	125,000	125,000	-	131,250	6,250	
Property Premiums	38,493	42,500	42,500	-	44,625	2,125	
Other Premiums	36,367	40,000	40,000	-	42,000	2,000	
Liability Premiums	594,032	715,000	715,000	-	750,750	35,750	
Insurance/Liability losses	175,000	175,000	175,000	-	183,750	8,750	
Total Insurance	943,892	1,097,500	1,097,500	-	1,152,375	54,875	5.0%
Property Tax	8,667	12,000	8,772	(3,228)	11,000	(1,000)	
Licenses / Registrations	1,940	2,015	1,880	(135)	2,015	-	
Fuel Storage Tank Fees	10,665	14,000	12,000	(2,000)	14,000	-	
Use and Other Taxes	5,493	7,000	6,000	(1,000)	7,000	-	
Sales Tax	202,040	220,000	300,000	80,000	275,000	55,000	
Total Taxes	228,805	255,015	328,653	73,638	309,015	54,000	21.2%
Radio Site Lease-Diablo	47,153	49,000	49,000	0	51,000	2,000	
Equipment Leases	13,256	9,000	9,000	-	9,000	-	
Total Leases	60,409	58,000	58,000	0	60,000	2,000	3.4%
Business Expense-Tran	11	500	250	(250)	500	-	
Business Expense-Admin	1,320	2,000	2,000	-	2,000	-	
Business Expense-Fin	1,204	1,000	1,014	14	1,000	-	
Board Travel	-	25,000	7,950	(17,050)	25,000	-	

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Staff Travel	569	75,000	59,781	(15,219)	75,000	-	
CTA Dues	16,000	16,500	16,500	-	16,500	-	
APTA Dues	35,500	35,500	35,500	-	35,500	-	
Other Memberships	3,000	3,090	3,000	(90)	4,000	910	
Business Expense	632	3,000	1,977	(1,023)	3,000	-	
Training Program	850	20,000	18,430	(1,570)	20,000	-	
Training / Subs-Gm	2,170	4,000	2,995	(1,005)	4,000	-	
Misc exp	-	1,000	1,000	-	1,000	-	
Employee Functions	11,191	16,000	15,528	(472)	45,000	29,000	
Employee Awards	308	4,000	4,000	-	4,000	-	
Departing Emp gifts	-	1,000	1,000	-	1,000	-	
Paypal fees	-	-	-	-	-	-	
Total Miscellaneous	72,754	207,590	170,925	(36,665)	237,500	29,910	14.4%
Alamo Creek Shuttle	126,054	131,456	131,344	(112)	137,000	5,656	
St Mary's Shuttle	-	54,431	70,000	15,569	48,000	(22,000)	
Cal State rte. 260 Shuttle	-	128,375	-	(128,375)	-	-	
COVID Transport	313,855	450,000	11,826	(438,174)	9,000	(2,826)	
Meals on Wheels	635,584	500,000	56,195	(443,805)	30,000	(26,195)	
School District Meals	316,758	-	1,046	1,046	1,000	(46)	
Vaccine transport	3,452	-	-	-	-	-	
Fuel for special pt	49,902	-	3,015	3,015	-	(3,015)	
Total Purchased Transportation	1,445,605	1,264,262	273,426	(990,836)	225,000	(48,426)	-3.8%
Total Other Operating Expense	7,039,192	8,313,517	7,471,569	(841,948)	8,901,590	1,578,909	19.0%
Contingency		900,000		(900,000)	500,000	500,000	
TOTAL FIXED ROUTE EXPENSES	30,852,355	35,932,961	31,566,413	(4,366,548)	37,716,799	3,674,674	10.2%

County Connection**CENTRAL CONTRA COSTA TRANSIT AUTHORITY****OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$ FY 2022 Budget	% FY 2022 Budget
Paratransit							
Wages	215,688	225,242	278,274	53,032	286,622	8,348	
Sick Wages	3,125	6,539	6,489	(50)	6,684	195	
Holiday Pay	9,048	12,347	9,415	(2,932)	9,698	282	
Vacation Pay	5,057	13,500	11,710	(1,790)	12,061	351	
Absence pay	579	1,219	-	(1,219)	-	-	
Cafeteria Plan	22,998	25,017	27,084	2,067	26,268	(817)	
FICA	3,399	3,753	4,467	714	4,601	134	
PERS	25,663	34,478	33,353	(1,125)	35,259	1,906	
Medical	25,017	25,090	30,260	5,170	26,345	(3,915)	
Dental	2,994	3,100	3,542	442	3,255	(287)	
Life Insurance	1,822	1,880	2,054	174	1,974	(80)	
SUI	-	1,329	338	(991)	348	10	
Workers Compensation	-	5,000	5,000	-	5,250	250	
Legal Fees	20,328	20,000	24,600	4,600	25,000	400	
Bid/Hearing Notices	-	-	-	-	-	-	
Bank Service Charge	-	500	500	-	500	-	
Building Maint Services	940	1,500	1,425	(75)	1,500	75	
Software Maint Services	29,826	65,000	56,151	(8,849)	63,000	6,849	
Radio Maint Services	6,291	6,000	5,551	(449)	6,000	449	
Other services	283	300	280	(20)	-	(280)	
Office Supply, PTF	731	3,000	490	(2,510)	4,000	3,510	
Telephone, Paratransit	-	-	-	-	-	-	
Gas and Electric	25,534	26,000	23,118	(2,882)	26,000	2,882	
Cell Phone	12,033	15,000	12,550	(2,450)	13,000	450	
Property Premiums	6,793	8,000	8,000	-	8,400	400	
Liability Premiums	6,773	8,100	8,100	-	8,505	405	
Purchased Trans-LINK	3,690,409	6,200,000	5,342,391	(857,609)	6,273,850	931,459	
Purchased Trans-LINK SIP	359,882	-	104,654	104,654	60,000	(44,654)	
Purchased Trans-BART	2,944	6,500	8,272	1,772	8,600	328	
Other Purch Trans	567,056	2,341,079	2,076,128	(264,951)	2,260,439	184,311	
COVID PPE for ParaTransit	6,197	-	6,491	6,491	6,000	(491)	
ADA-Choice in Aging	-	300,000	36,000	(264,000)	300,000	264,000	

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$ FY 2022 Budget	% FY 2022 Budget
Training / Subscriptions	-	10,000	20,000	10,000	10,000	(10,000)	
Other Misc Expenses	800	1,000	5,198	4,198	10,000	4,802	
Total Paratransit	5,052,210	9,370,473	8,151,885	(1,218,588)	9,503,159	132,686	1.4%
TOTAL CCCTA	35,904,565	45,303,434	39,718,298	(5,585,136)	47,219,958	1,916,524	4.2%
OPEB - GASB 75 Adjustments	(554,446)		-				
PERS GASB 68 Adjustment	1,445,493	-	-	-	-	-	
TOTAL CCCTA GASBs	891,047	-	-	-	-	-	0.0%
TOTAL CCCTA	36,795,612	45,303,434	39,718,298	(5,585,136)	47,219,958	1,916,524	4.2%

RESOLUTION NO. 2022-028

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

* * *

**AUTHORIZING FILING APPLICATIONS AND SUPPORTING DOCUMENTS
WITH THE METROPOLITAN TRANSPORTATION COMMISSION FOR ALLOCATION
OF TRANSPORTATION DEVELOPMENT ACT, STATE TRANSIT ASSISTANCE,
AND REGIONAL MEASURE 2 FUNDS FOR FISCAL YEAR 2023**

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 Transportation Development Act (TDA) (Public Utilities Code Section 99200, *et seq.*), provides for the disbursement of funds from the Local Transportation Fund (LTF) of the County of Contra Costa for use by eligible applicants for the purpose of public transit;

WHEREAS, pursuant to the provisions of the TDA, and pursuant to the applicable rules and regulations thereunder (21 Cal. Code of Regs. Section 6600, *et seq.*), a prospective applicant wishing to receive an allocation from the LTF shall file its claim with the Metropolitan Transportation Commission;

WHEREAS, the State Transit Assistance (STA) fund is created pursuant to Public Utilities Code Sections 99310 *et seq.*;

WHEREAS, the STA fund makes funds available pursuant to Public Utilities Code Section 99313.6 for allocation to eligible applicants to support approved transit projects;

WHEREAS, TDA funds from the LTF of Contra Costa County and STA funds will be required by CCCTA in Fiscal Year 2023 for public transit capital and operating assistance;

WHEREAS, CCCTA is an eligible applicant for TDA and STA funds pursuant to Public Utilities Code Sections 99260(a), 99262, 99275, 99313 and 99314 as attested by the opinion of CCCTA's Counsel;

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred to as Regional Measure 2 (RM2), identified projects eligible to receive funding under the Regional Traffic Relief Plan;

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for RM2 funds, pursuant to Streets and Highways Code Section 30914(c) and (d);

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for RM2 funding;

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in RM2 Policy and Procedures;

WHEREAS, CCCTA is an eligible sponsor of transportation project(s) in RM2, Regional Traffic Relief Plan funds;

WHEREAS, the Express Bus Routes are eligible for consideration in the Regional Traffic Relief Plan of RM2, pursuant to Streets and Highways Code Section 30914(c) or (d);

WHEREAS, the RM2 allocation request demonstrates a fully funded operating plan that is consistent with the adopted performance measures, as applicable, for which CCCTA is requesting that MTC allocate RM2 funds;

WHEREAS, the certification by CCCTA of assurances is required for the allocation of funds by MTC; and

WHEREAS, CCCTA requires an allocation of these funds for capital and operating assistance to support CCCTA's provision of public transit services in the Central Contra Costa County area for Fiscal Year 2023.

NOW, THEREFORE, BE IT RESOLVED, by the of the Central Contra Costa Transit Authority Board of Directors that CCCTA, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 2 Policy Guidance (MTC Resolution No. 3636); and be it further

RESOLVED, that CCCTA certifies that the project is consistent with the Regional Transportation Plan (RTP); and be it further

RESOLVED, that CCCTA approves the Express Bus routes operating proposals; and be it further

RESOLVED, that CCCTA approves the certification of assurances; and be it further

RESOLVED, that CCCTA is an eligible sponsor of projects in the Regional Measure 2 Regional Traffic Relief Plan, Capital Program, in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that CCCTA is authorized to submit an application for Regional Measure 2 funds for Express Bus Operations in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that CCCTA certifies that the projects and purposes for which RM2 funds are being requested are in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 *et seq.*), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 *et seq.*) and, if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 *et seq.* and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to CCCTA making allocation requests for Regional Measure 2 funds; and be it further

RESOLVED, that there is no pending or threatened litigation that might in any way adversely affect the proposed project, or the ability of CCCTA to deliver such project; and be it further

RESOLVED, that CCCTA indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from any and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of CCCTA, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages; and be it further

RESOLVED, that CCCTA shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED that the General Manager, or his designee, is authorized to execute and file appropriate applications, together with all necessary supporting documents, with the Metropolitan Transportation Commission for allocation of TDA, STA and RM2 funds for Fiscal Year 2023; and be it further

RESOLVED that the General Manager, or his designee, is delegated the authority to make non-substantive changes and minor amendments to the Initial Project Report as he deems appropriate; and be it further

RESOLVED that a copy of this resolution be transmitted to the Metropolitan Transportation Commission in conjunction with the filing of the claims, and the Metropolitan Transportation Commission be requested to grant the allocation of funds as specified herein.

Regularly passed and adopted this 21st day of April 2022 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

Dave Hudson, Chair, CCCTA Board of Directors

ATTEST:

Lathina Hill, Clerk of the Board

INTER OFFICE MEMO

To: Board of Directors

Date: 03/30/2022

From: Melody Reeb, Director of Planning, Marketing, & Innovation

Reviewed by: *Ref*

SUBJECT: Summer Youth Pass

Background:

In 2019, County Connection partnered with 511 Contra Costa and neighboring transit agencies Tri Delta Transit and WestCAT to offer a joint summer youth pass providing unlimited rides on the three bus systems from June through August. This replaced a 20-ride punch pass that County Connection had offered prior to eliminating all paper passes in March 2019. Due to COVID-19, the summer youth pass program was not offered in 2020 or 2021. However, with most restrictions now lifted and schools back to in-person instruction, 511 Contra Costa and the partner transit agencies have decided to offer the program again this year.

The pass is valued at \$60, and previously, 511 Contra Costa provided a subsidy of \$25 per pass, lowering the actual retail cost down to \$35. This year, they are proposing an increased subsidy of \$30, or half of the cost of the pass. 511 Contra Costa also manages the design and production of the passes, as well as online sales and fulfillment. Revenues from pass sales are distributed to the transit agencies based on customer location.

Staff will be working in coordination with 511 Contra Costa and the other participating transit agencies to promote the program. This will include outreach to schools, as well as to Pass2Class program participants. 511 Contra Costa will be developing marketing materials such as digital assets for the transit agencies to use on their websites, social media, and other communication channels. Staff also plans to utilize the mobile lobby to promote the program and sell passes in person.

Financial Implications:

Any costs associated with the Summer Youth Pass are part of the existing marketing budget. 511 Contra Costa will manage online sales and provide the \$30 subsidy.

Recommendation:

None, for information only.

Action Requested:

None, for information only.

Attachments:

None

INTER OFFICE MEMO

To: Board of Directors

Date: 04/06/2022

From: Ruby Horta, Assistant General Manager, Administration

Reviewed by: WC.

SUBJECT: Zero Emission Bus Fleet Transition Recommendation

Background:

The California Air Resources Board's (CARB) Innovative Clean Transit (ICT) rule requires all public transit agencies to gradually transition to a 100 percent zero-emission bus (ZEB) fleet. Beginning in 2029, 100% of new purchases by transit agencies must be ZEBs, with a goal for full transition by 2040.

At the March 2022 Board meeting, County Connection and the Center for Transportation and the Environment (CTE) staff provided an overview of the Draft Zero Emission Bus Fleet Transition Study. The approach for the study was based on analysis of four ZEB technology scenarios compared to a baseline scenario. Of the five scenarios, the Board directed the O&S Committee and staff to focus on the following three:

3. Battery Electric Bus (BEB) with Depot and On-Route Charging
4. Mixed Fleet (Battery Electric & Fuel Cell)
5. Fuel Cell Electric Bus (FCEB) Only

Mixed Fleet Selection:

Given the Board's feedback at the March 2022 Board meeting, staff further evaluated the remaining three scenarios recognizing the importance of procuring resilient and malleable fleet than can adapt to both regulatory and mobility demands. After additional discussions with CTE, staff considers the mixed fleet option to be the most advantageous for the development of the ICT rollout plan. A BEB-only scenario, would present operational issues related to range, geography and/or vehicle weight. On the one hand large battery packs would enhance range and overcome some geographical barriers, but would also increase the vehicle weight, which is a concern for local streets and roads maintenance. A FCEB-only scenario would deem unnecessary the investments we have already made in depot and on-route charging infrastructure. However, pursuing a mixed fleet would provide the greatest level of flexibility as the technologies mature and each can be deployed based on their applicability. Attachment 1 provides additional detail on the opportunities of each scenario, based on current technological advancements.

Financial Implications:

A summary of the total cost of ownership (for the three selected scenarios) is presented in the table below, ranging from \$373M to \$386M.

Assessment Type	3. BEB Depot + On-Route	4. Mixed Fleet	5. FCEB Only
Fleet	\$243M	\$253M	\$270M
Additional Labor	\$1M	\$0	\$0
Fuel*	\$32M	\$33M	\$42M
Maintenance	\$62M	\$57M	\$58M
Infrastructure	\$49M**	\$33M	\$14M
Total	\$386M	\$373M	\$384M
% ZEB in 2040	100%	100%	100%

* Near-term costs estimates.

**Excludes the cost of land acquisition for on-route charging stations.

Recommendation:

The O&S Committee and staff recommend Board approval of the mixed fleet scenario. This final recommendation, if approved by the Board will be used to develop the ICT rollout plan due June 30, 2023. This would allow County Connection to retain existing investment in BEBs (depot and on-route chargers) while also incorporating fuel-cell technology that can more adequately cover range requirements not currently available with the battery-electric technology.

Action Requested:

The O&S Committee and staff request Board approval of the mixed fleet scenario of battery and fuel-cell electric buses. All scenarios assume a one-to-one vehicle replacement for the upcoming replacement of forty (40), 40' diesel buses.

Attachments:

Attachment 1: Summary of scenarios 3, 4 and 5.

Considerations for ZEB Transition Selection

	3. BEB Fleet, Depot & On-Route Charge	4. Mixed Fleet, BEBs & FCEBs	5. FCEB-Only Fleet
Service	- Operationally challenging; may require schedule changes due to on-route charging	+ Operationally similar; technology can be matched to service needs	+ Operationally similar; no service changes required due to technology selection
Fleet	+ Single ZEB technology	- Operationally challenging due to creation of sub fleets by technology	+ Single ZEB technology
Fuel	- Requires new on-route chargers; acquisition unaccounted for in Master Plan	+ Two technologies provide greater redundancy and resilience benefits; less reliant on the grid	● Anticipated fuel price reduction due to regional renewable H ₂ supply developments; current fuel price is costly
Maintenance	- Requires depot chargers and on-route chargers in the field	- Requires expertise and equipment for mixed fleet and infrastructure	+ Single ZEB technology streamlines maintenance
Facilities	- Requires major infrastructure and operations restructuring in the depot	- Two different fueling infrastructures will be required at depot	+ Requires one-time major infrastructure investment & is scalable

To: Board of Directors

Date: 04/14/2022

From: Rashida Kamara, Director of ADA & Special Services

Reviewed by: *Ref*

SUBJECT: Request for 3-month Pilot Extension of Consolidation of CCCTA/LAVTA Paratransit Programs

Background:

In February 2021, the Board of Directors approved a one-year pilot project, in which County Connection and LAVTA, would consolidate services, and County Connection would manage LAVTA Paratransit services, using one contractor.

An Ad Hoc Committee was formed to oversee the project and receive reports from staff to determine the success of the project. In December 2021, both the County Connection Board and LAVTA Board approved the release of a joint Request for Proposals (RFP) in which both services would be operated by one contractor, and we would continue to share resources, while leveraging cost and streamlining the service for end-users.

Financial Implication:

As a result of the Pilot, County Connection and LAVTA experienced cost savings on both fixed monthly fees of \$153,094 to \$148,292, as well as hourly rate of \$50.56 to \$50.42.

This is a direct result of leveraging resources and increasing service hours for the contractor. Staff has determined that both agencies will continue to see cost savings employing this method, in the joint RFP that has been released and is scheduled to go into effect July 1, 2022.

Recommendation:

The O&S Committee and staff respectfully request the Board of Directors approve a three-month extension of the pilot project through June 30, 2022, in which the RFP process would conclude, and a new contract would commence on July 1, 2022.

Action Requested:

The O&S Committee and staff request the Board adopt Resolution No. 2022-025.

Attachment:

RESOLUTION NO. 2022-025

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

* * *

**APPROVING EXTENSION OF PARATRANSIT PILOT PROGRAM AND AUTHORIZING THE
GENERAL MANAGER TO EXECUTE AN AMENDMENT TO THE MEMORANDUM OF
UNDERSTANDING WITH LAVTA
AND AN AMENDMENT TO THE CONTRACT WITH TRANSDEV SERVICES, INC.
REGARDING THE EXTENSION OF THE PILOT PROGRAM**

WHEREAS, the County of Contra Costa and 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, by Resolution No. 2019-022, the CCCTA Board of Directors awarded a contract to Transdev Services, Inc. for paratransit and associated services ("Agreement");

WHEREAS, in an effort to further the Metropolitan Transportation Commission's goal of public transit agency collaboration to more efficiently spend transportation funding dollars, CCCTA and the Livermore Amador Valley Transit Authority ("LAVTA") staff collaborated on developing a one year pilot program ("Program") to share resources to deliver consolidated paratransit services in both agencies' service areas;

WHEREAS, by Resolution No. 2021-017, the CCCTA Board of Directors approved the Program, to be administered through Transdev Services, Inc., and approved the execution of a Memorandum of Understanding ("MOU") between CCCTA and LAVTA memorializing the terms of the Program;

WHEREAS, in December 2021, the CCCTA and LAVTA Board of Directors approved the release of a joint CCCTA/LAVTA request for proposals ("RFP") in which both agencies' services will be operated by one contractor, and the agencies would continue to share resources while leveraging cost savings and streamlining the service for end-users;

WHEREAS, in order to continue providing the Program services while the RFP process is being completed, the Operations and Scheduling Committee recommends approving a three-month extension of the Program, through June 30, 2022, and authorizing the General Manager to execute corresponding amendments to the Memorandum of Understanding with LAVTA and Agreement with Transdev Services, Inc. extending the Program.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority hereby approves a three-month extension of the Program, through June 30, 2022; and

BE IT FURTHER RESOLVED that the General Manager is authorized to execute amendments to MOU with LAVTA and the Agreement with Transdev Services, Inc. extending the Program, and to take any other actions necessary related to this resolution.

Regularly passed and adopted this 21st day of April 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Dave Hudson, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

INTER OFFICE MEMO

To: Board of Directors

Date: 04/14/2022

From: Rashida Kamara, Director of ADA & Special Services

Reviewed by: *RK*

SUBJECT: Appointment to Advisory Committee Representing City of Concord

Background:

On March 8, 2022, the City of Concord appointed Robert Barnes to serve on County Connection's Advisory Committee as the primary member representing the City of Concord. This appointment will expire April 5, 2024.

Financial Implications:

None

Recommendation:

Staff recommends Board approval of the appointment of Robert Barnes as the representative for the City of Concord on County Connection's Advisory Committee.

Action Requested:

Staff requests the appointment of Robert Barnes be approved by the Board, effective May 1, 2022, through April 4, 2024.

Attachments:

Attachment 1: Email Notification-County Connection's Advisory Committee Member

Attachment 2: City of Concord's Statement of Interest for Appointment of Robert Barnes

Rashida Kamara

From: Fockler, Joelle <Joelle.Fockler@cityofconcord.org>
Sent: Tuesday, April 5, 2022 11:26 AM
To: Rashida Kamara
Cc: Salwan, Neetu; Robert Barnes
Subject: City of Concord Representative to Central Contra Costa Transit Authority Advisory Committee
Attachments: Letter to County Connection.Barnes Appointment.pdf; DRAFT 3-8-22.pdf

Hello – on March 8, 2022, the Concord City Council appointed Robert Barnes to serve as the City’s representative on the Central Contra Costa Transit Authority Advisory Committee. Please see the attached letter that will also be sent out today via US Mail. The meeting minutes from the March 8 meeting are set to be adopted at tonight’s City Council meeting. The draft minutes are attached for your use.

Mr. Barnes is looking forward to serving in this capacity and hearing from you soon.

Joelle Fockler, MMC | City Clerk

City of Concord | Website: www.cityofconcord.org

☎ (925) 671-3390 | ✉ joelle.fockler@cityofconcord.org



City of Concord 1950 Parkside Drive, Concord, California 94519
cityofconcord.org • cityclerk@cityofconcord.org • 925-671-3495

OFFICE OF THE CITY CLERK

JOELLE FOCKLER, MMC, CITY CLERK

City Council

Dominic Aliano, Mayor
Laura M. Hoffmeister, Vice Mayor
Edi E. Birsan
Timothy A. McGallian
Carlyn S. Obringer

Patti Barsotti, City Treasurer

Valerie J. Barone, City Manager

March 9, 2022

Ms. Rashida Kamara
Director of ADA and Specialized Services
The County Connection
2477 Arnold Industrial Way
Concord, CA 94520

RE: City of Concord appointment of Robert Barnes to serve on the Central Contra Costa Transit Authority
Advisory Committee

Dear Ms. Kamara:

This letter is to advise that on March 8, 2022, the Concord City Council unanimously voted to approve the appointment of Robert Barnes to serve as the City's representative on the Central Contra Costa Transit Authority's Advisory Committee for a term ending December 31, 2024.

Mayor Aliano recommended Mr. Barnes' appointment after a recruitment process and interviews with candidates. The Mayor felt Mr. Barnes was familiar with transit issues and had a wide base of outside interests that makes him an excellent candidate for this position. Please find Mr. Barnes' contact information below:

Mr. Robert Barnes
3901 Dana Court
Concord, CA 94519
Primary phone no. (925) 686-0106
Secondary phone no. (925) 348-6443

Should you have any questions or concerns, please do not hesitate to contact me at (925) 671-3390 or joelle.fockler@cityofconcord.org.

Sincerely



Joelle Fockler, MMC
City Clerk

INTER OFFICE MEMO

To: Board of Directors

Date: 04/14/2022

From: Rashida Kamara, Director of ADA & Special Services

Reviewed by: *Ref*

SUBJECT: Appointment to Advisory Committee Representing City of Walnut Creek

Background:

On April 5, 2022, the City of Walnut Creek appointed Ian McLaughlin to serve on County Connection's Advisory Committee as the primary member representing the City of Walnut Creek. This appointment will expire March 4, 2024.

Financial Implications:

None

Recommendation:

Staff recommends Board approval of the appointment of Ian McLaughlin as the representative for the City of Walnut Creek on County Connection's Advisory Committee.

Action Requested:

Staff requests the appointment of Ian McLaughlin be approved by the Board, effective May 1, 2022, through March 4, 2024.

Attachments:

Attachment 1: Email Notification-County Connection's Advisory Committee Member

Attachment 2: McLaughlin Application 2022

Valerie Volk

From: Suzie Martinez <SMartinez@walnut-creek.org>
Sent: Tuesday, April 12, 2022 10:46 AM
To: Valerie Volk
Cc: Rashida Kamara; Rosa Noya; Sandra Muhlestein; Suzie Martinez
Subject: RE: Walnut Creek CCCTA Advisory Committee Representative
Attachments: McLaughlin Application 2022.pdf

CAUTION: *This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Valerie,

Please be informed that on April 5, 2022 the Walnut Creek City Council interviewed candidates for the CCCTA Advisory Committee Walnut Creek representative. The City Council took formal action to appoint Ian McLaughlin to the CCCTA Advisory Committee for a term through March 4, 2024 contingent upon the approval from the Contra Costa County Board of Supervisors. Attached is Ian McLaughlin's completed application. Please let this letter serve as an official request for a Board Order to finalize the appointment.

Please let me know if any further information is needed.

Sincerely,

Suzie Martinez, MMC | City Clerk

City of Walnut Creek | Website: www.walnut-creek.org

☎ (925) 943-5819 | ✉ smartinez@walnut-creek.org



NOTE: All e-mail messages and attachments sent to and from this e-mail address will be archived and stored for a period of 2 years or longer and may be subject to monitoring, review and/or disclosure to individuals and/or parties other than the recipient.

From: Valerie Volk <volk@cccta.org>
Sent: Tuesday, April 12, 2022 9:36 AM
To: Suzie Martinez <SMartinez@walnut-creek.org>
Cc: Rashida Kamara <kamara@cccta.org>; Rosa Noya <noya@cccta.org>; Sandra Muhlestein <smuhlestein@cccta.org>
Subject: RE: Walnut Creek CCCTA Advisory Committee Representative

Warning: this message is from an external user and should be treated with caution.

Hi Suzie,

I'm just following up from my email yesterday. If I can get the letter of approval and any supporting documentation today, I can get it on the agenda for the Board meeting next week. A scanned copy of the letter and documents emailed to me would be great.

Thanks,

Valerie Volk
Administrative Assistant – Marketing and Planning

County Connection
2477 Arnold Industrial Way
Concord, CA 94520
volk@cccta.org
925-680-2042

We're Hiring!

[Click here to learn more](#)

From: Valerie Volk
Sent: Monday, April 11, 2022 8:23 AM
To: Suzie Martinez <SMartinez@walnut-creek.org>
Cc: Rashida Kamara <kamara@cccta.org>; Rosa Noya <noya@cccta.org>; Sandra Muhlestein <smuhlestein@cccta.org>
Subject: RE: Walnut Creek CCCTA Advisory Committee Representative

Good morning Suzie,

Please send me the letter of approval and any supporting documents so I can prepare what is needed for the Board meeting. The next Board meeting is scheduled for April 21st and the mailing is this Thursday. If I get the information from you by Tuesday, I think I can get it on the agenda.

Thank you,

Valerie Volk
Administrative Assistant – Marketing and Planning
County Connection
2477 Arnold Industrial Way
Concord, CA 94520
volk@cccta.org
925-680-2042

We're Hiring!

[Click here to learn more](#)

From: Suzie Martinez <SMartinez@walnut-creek.org>
Sent: Friday, April 8, 2022 12:48 PM
To: Valerie Volk <volk@cccta.org>
Cc: Suzie Martinez <SMartinez@walnut-creek.org>
Subject: RE: Walnut Creek CCCTA Advisory Committee Representative

CAUTION: *This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Valerie,

The Council selected applicant Ian McLaughlin to the CCCTA Advisory Committee as the City representative. I believe this now needs Board approval. What information do you need from me?

Thanks,

Suzie Martinez, MMC | City Clerk
City of Walnut Creek | Website: www.walnut-creek.org



NOTE: All e-mail messages and attachments sent to and from this e-mail address will be archived and stored for a period of 2 years or longer and may be subject to monitoring, review and/or disclosure to individuals and/or parties other than the recipient.

From: Valerie Volk <volk@cccta.org>
Sent: Wednesday, January 19, 2022 4:17 PM
To: Suzie Martinez <SMartinez@walnut-creek.org>
Subject: RE: Walnut Creek CCCTA Advisory Committee Representative

Warning: this message is from an external user and should be treated with caution.

Hi Suzie,

I have posted on our Twitter and Facebook page with a link to your website.

Valerie Volk
Administrative Assistant – Marketing and Planning
County Connection
2477 Arnold Industrial Way
Concord, CA 94520
volk@cccta.org
925-680-2042

From: Suzie Martinez <SMartinez@walnut-creek.org>
Sent: Wednesday, January 19, 2022 11:58 AM
To: Valerie Volk <volk@cccta.org>; Ruby Horta <horta@cccta.org>
Subject: Walnut Creek CCCTA Advisory Committee Representative

CAUTION: *This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Could you please help spread the word on our commission openings, specifically the Walnut Creek representative on the CCCTA Advisory Committee? The press release is attached. Applications are available through next Wednesday, January 26.

Thanks,

Suzie Martinez, MMC | City Clerk
City of Walnut Creek | Website: www.walnut-creek.org
☎ (925) 943-5819 | ✉ smartinez@walnut-creek.org



NOTE: All e-mail messages and attachments sent to and from this e-mail address will be archived and stored for a period of 2 years or longer and may be subject to monitoring, review and/or disclosure to individuals and/or parties other than the recipient.

EMPLOYMENT APPLICATION



CITY OF WALNUT CREEK
1666 North Main Street
Walnut Creek, California 94596
<http://www.walnut-creek.org>

McLAUGHLIN, Ian Edward
22-10 REPRESENTATIVE

Received: 2/12/22 6:54 AM

For Official Use Only:

QUAL: _____

DNQ: _____

☐ Experience

☐ Training

☐ Other: _____

PERSONAL INFORMATION

POSITION TITLE: REPRESENTATIVE	EXAM ID#: 22-10
NAME: (Last, First, Middle) McLAUGHLIN, Ian Edward	SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 2161 Walnut Blvd, Walnut Creek, California 94597	EMAIL ADDRESS: iemclaughlin@yahoo.com
HOME PHONE: 510-759-9633	
DRIVER'S LICENSE: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is your highest level of education? Doctorate	

PREFERENCES

MINIMUM COMPENSATION: \$0.00 per hour
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Temporary
TYPES OF WORK YOU WILL ACCEPT: Part Time
SHIFTS YOU WILL ACCEPT: On Call (as needed)
OBJECTIVE: By this application I am applying to fill the vacancy on the PROS commission in May, 2021

EDUCATION

DATES: From: 8/1994 To: 5/1997	SCHOOL NAME: UC BERKELEY	
LOCATION: (City, State/Province) Berkeley, California	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DEGREE RECEIVED: Professional
MAJOR: Juris Doctor	UNITS COMPLETED: 80 - Quarter	
DATES: From: 1/1988 To: 5/1992	SCHOOL NAME: UNIVERSITY OF CALIFORNIA, BERKELEY	
LOCATION: (City, State/Province) Berkeley, California	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DEGREE RECEIVED: Bachelor's
MAJOR: Bachelors Degree	UNITS COMPLETED: 80 - Semester	

WORK EXPERIENCE

DATES: From: 11/2019 To: Present	EMPLOYER: unemployed due to disability	POSITION TITLE: blogger
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 2161 Walnut Blvd., Walnut Creek, California, 94597	COMPANY URL: www.patreon.com/inchbyinchstrokerecovery	
PHONE NUMBER: 5107599633	SUPERVISOR: Ian McLaughlin - founder	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 0	
DUTIES: FULL TIME STROKE RECOVERY; BLOG CREATOR ----- After a legal career focused on public policy and legislative/municipal counsel and legislative drafting, in 2016 I unexpectedly suffered multiple strokes that rendered me physically disabled and unable to continue working as an attorney. Since that time I have been focused on mitigating neurological deficits that were caused by my strokes, and creating a blog about my experience from the perspective of a father and husband.		
REASON FOR LEAVING: n/a		

DATES: From: 10/2007 To: 9/2016		EMPLOYER: CHANGELAB SOLUTIONS	POSITION TITLE: Senior Program Director
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Oakland, California			
SUPERVISOR: Ben Winig - Vice President of Law			
HOURS PER WEEK: 40			
DUTIES: Provided technical legal assistance to cities, counties, state government agencies, and advocates throughout the United States on tobacco control, nutrition and other public health issues, specializing in business licensing, public financing (taxes and fees), code enforcement and land use issues. Drafted and reviewed model ordinances and policies and provided legal technical assistance on implementation and enforcement of those policies.			
REASON FOR LEAVING: physical disability due to strokes.			
DATES: From: 8/2006 To: 8/2016		EMPLOYER: Independent contractor; administrative hearing officer	POSITION TITLE: ADMINISTRATIVE HEARING OFFICER
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 2161 Walnut Blvd., Walnut Creek, California, 94597			
PHONE NUMBER: 5107599633	SUPERVISOR: Ian McLaughlin - hearing officer	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 0		
DUTIES: ADMINISTRATIVE HEARING OFFICER, Various Counties, ----- Served as Administrative Hearing Officer for City of Petaluma, and provided administrative hearing officer services for other jurisdictions as needed. Conducted administrative hearings and issued written decisions on violations of municipal and zoning codes.			
REASON FOR LEAVING: disability due to strokes			
DATES: From: 9/2004 To: 6/2006		EMPLOYER: RIBACK, SILVER & WILSON	POSITION TITLE: City Attorney
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Santa Rosa, California			
SUPERVISOR: Rich Rudnasky - Managing Partner			
HOURS PER WEEK: 40			
DUTIES: Associate/Of Counsel, ----- Counseled municipalities and special districts on general municipal law, including the Brown Act, government ethics and conflicts of interest, land use and planning, labor and employment, fee adoptions, and Constitutional issues. Served as City Attorney/Assistant City Attorney for the City of Clearlake and Assistant City Attorney for the City of Healdsburg. Drafted ordinances, resolutions, and related legislative documents. Successfully completed several municipal code enforcement actions.			
REASON FOR LEAVING: to pursue other opportunities			
DATES: From: 12/2000 To: 5/2003		EMPLOYER: Senate Majority Office	POSITION TITLE: SENATE MAJORITY LEGISLATIVE COUNSEL
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Hawaii State Capitol, Honolulu, Hawaii, 96815		COMPANY URL: capitol.hawaii.gov	
PHONE NUMBER: 808 2000	SUPERVISOR: Susan Claveria - Director	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 0		
DUTIES: Advised State Senate Standing Committee (covering Transportation, Military Affairs and Government Operations) on legal, technical, and substantive policy issues; drafted legislation, legislative committee reports, resolutions, certificates, correspondence and speeches; conducted legal research and provided oral and written legal opinions to Senators. Focused on transportation, government ethics, and election law issues.			
REASON FOR LEAVING: to pursue other opportunities			
DATES: From: 10/1998 To: 11/2000		EMPLOYER: Republic of Palau National Congress	POSITION TITLE: Legislative Counsel
ADDRESS: (Street, City, State/Province, Zip/Postal Code) P.O.Box 8, Koror, International, 96820		COMPANY URL: www.palau.gov.net	
PHONE NUMBER: 141500000	SUPERVISOR: Drew Bohan - Legal Counsel	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 3		

DUTIES:

NATIONAL CONGRESS, Koror, Republic of Palau

House of Delegates, -----

Advised federal legislators on legal and technical issues and policy decisions; drafted legislation, legislative committee reports, legal opinions, treaty documents, correspondence and speeches; assisted in preparation of Republic of Palau's annual national budget, including investigation of budgetary requests; assisted legislators in conducting oversight hearings. Member, Presidential Task Force to create national health care plan; Task Force on national ``Y2K'' compliance.

REASON FOR LEAVING:

to pursue other opportunities

DATES:

From: 12/1996 To: 10/1998

EMPLOYER:

HANCOCK ROTHERT & BUNSHOFT LLP

POSITION TITLE:

Associate Attorney

ADDRESS: (Street, City, State/Province, Zip/Postal Code)

San Francisco, California

SUPERVISOR:

Paul Rosenlund - Senior Partner

HOURS PER WEEK:

40

OF EMPLOYEES SUPERVISED:

0

DUTIES:

Associate Attorney, Law Clerk, -----

Managed high-volume caseload and provided range of litigation-related services to resort owners and operators and equipment manufacturers, involving premises liability and product liability issues. Primary responsibilities included preparing briefs and legal memoranda, handling law and motion issues, representing clients before alternative dispute resolution proceedings, client counseling, taking and defending depositions, conducting written discovery and providing trial support.

PROFESSIONAL MEMBERSHIPS**REASON FOR LEAVING:**

to pursue other opportunities

CERTIFICATES AND LICENSES

Nothing Entered For This Section

Skills

Nothing Entered For This Section

ADDITIONAL INFORMATION

Nothing Entered For This Section

REFERENCES

Nothing Entered For This Section

Agency-Wide Questions

1. I UNDERSTAND THE CITY REQUIRES THAT I SUBMIT 10 YEARS OF WORK HISTORY AND I HAVE COMPLETED THIS ON MY APPLICATION. (If you have less than 10 years of work history, include all work history. Do not enter 'SEE RESUME' in the work history fields. If you overlooked this requirement, go back to the job application and edit the WORK HISTORY section.)
Yes
2. I UNDERSTAND THE CITY REQUIRES THAT I ACCOUNT FOR ANY TIME OVER 30 DAYS BETWEEN JOBS. IF APPLICABLE TO MY WORK HISTORY, I HAVE COMPLETED THIS ON MY APPLICATION. (If you overlooked this requirement, go back to the job application and edit the WORK HISTORY section. To account for the time between jobs, enter the following information in the required fields: Company= "N/A" City= "N/A" State= Your state of residence at the time Start and End Date= Period of no employment Position Title= "N/A" Hours Worked= "0" Duties= Reason you were not working, e.g.: looking for work, personal reasons, full-time student, etc.)
Yes
3. ARE YOU CURRENTLY EMPLOYED BY THE CITY OF WALNUT CREEK?
No
4. HAVE YOU PREVIOUSLY BEEN EMPLOYED BY THE CITY OF WALNUT CREEK?
No
5. DO YOU HAVE ANY RELATIVES EMPLOYED BY THE CITY OF WALNUT CREEK?
No
6. CALIFORNIA DRIVER'S LICENSE EXPIRATION DATE (If you do not have a CA driver's license, enter "N/A")
expired 7/15/20
7. PLEASE INDICATE WHERE YOU FIRST LEARNED OF THIS JOB VACANCY?
City of Walnut Creek Website
8. THE FOLLOWING TWO QUESTIONS (GENDER/ETHNIC CATEGORY) WILL BE USED FOR STATISTICAL PURPOSES ONLY. It will enable the Human Resources Department to evaluate City selection processes for compliance with federal and state equal employment opportunity laws. This information is requested on a voluntary basis; your application will be processed whether or not you complete these questions. Thank you for your assistance.
I choose to answer questions 11 & 12. My responses are given voluntarily.

Job Specific Supplemental Questions

1. What is the length of residency at your current address?
We moved to our current address in 2013 when my grandmother passed.
 2. What is your total length of residency within Walnut Creek?
2013-present.
 3. Do you live within the Walnut Creek City limits?
Yes
 4. Are you a registered voter?
Yes
 5. Are you a graduate of the City's Citizen's Institute?
no
 6. If you are currently serving on a commission or have previously served on a public body, indicate the agency and explain what significant contributions you made.
I served on PROS Commission from 2014-2017, and resigned after having multiple strokes that rendered me disabled. During my time on PROS I think I made significant contributions to several projects based on my professional and personal experience, most notably as a member of the community gardens task force.;
 7. Considering your experience and activities in business, professional, social, or other organizations, indicate the experience, technical training, and/or skills which qualify you to serve on the commission for which you are applying:
I am a current user of the county paratransit service, and in my previous professional experience as a public health policy attorney I gained extensive knowledge of healthy transportation planning.
 8. Which Commission are you interested in serving? (Please check all that apply). Please answer the supplemental questions for that commission below; for others, please answer "N/A".
Central Contra Costa Transit Authority Advisory Committee
Please read carefully: The information you provide will be reviewed and used to determine your eligibility to move forward in the selection process. Incomplete responses, false statements, omissions, or partial information may result in disqualification from the selection process. If selected, the information that you have provided will be verified. If the information is not consistent, you may be disqualified from this selection process. I understand the above mentioned statements.
Yes
 9. [CENTRAL CONTRA COSTA TRANSIT AUTHORITY ADVISORY COMMITTEE]: Why are you interested in becoming Walnut Creek's Representative?
Since 2016 I have been physically disabled and unable to drive so I am a current user of the county paratransit system and understand how important the service is for the disabled community.
 10. [CENTRAL CONTRA COSTA TRANSIT AUTHORITY ADVISORY COMMITTEE]: How often do you use public fixed-route transit?
Never
 11. [CENTRAL CONTRA COSTA TRANSIT AUTHORITY ADVISORY COMMITTEE]: How often do you paratransit?
Infrequently (1 day/week)
-

The following terms were accepted by the applicant upon submitting the online application:

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge.

I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S.

I understand that I may be required to verify any and all information given on this application.

I understand that this completed application is the property of the City of Walnut Creek and will not be returned.

I understand the City of Walnut Creek will contact prior employers and other references.

I understand that I must notify the Human Resources Department of any changes in my name, address, email, or phone number.

I understand that employment is contingent upon my provision of written verification of my identity and the legal right to work in the United States.

I understand that the information I have provided in this application will be verified by the City of Walnut Creek and that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work.

This application was submitted by Ian Edward McLAUGHLIN on 2/12/22 6:54 AM

Signature_____

Date_____