

County Connection

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CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

April 21, 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, Noack, Schroder, Storer, Tatzin and Wilk. Director McClurer was absent. Directors Hoffmeister and Worth arrived after the meeting convened.

Staff: Churchill, Sherman, Dixit, Glenn, Hill, Horta, Johnson, Mitchell, Noya, Reeb and Rettig

PUBLIC COMMENT:

Lastacyesha Peterson, a former bus driver trainee with County Connection, spoke about her experience with County Connection's training department as well as other staff members that she encountered.

Judy Barrientos, a bus driver with CCCTA, stated her concern with union representation in regards to new employees coming in.

Director Hoffmeister arrived at 9:06 a.m.

CONSENT CALENDAR

MOTION: Director Noack moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of March 17, 2022; (b) Resolution No. 2022-027, 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 Hoffmeister seconded the motion, and it received the following vote of approval:

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

REPORT OF CHAIR:

Chair Dave Hudson stated that the APTA Mobility Conference is next month in Columbus, Ohio. He would like to discuss this at the next board meeting.

REPORT OF GENERAL MANAGER:

TSA Mask Mandate

General Manager Bill Churchill explained that although the mask mandate ended on April 18, 2022, not all agencies enforced it immediately. It has become very confusing for the public to understand who is enforcing the rule and who is not.

In Person (and/or Hybrid) Board and Committee Meetings

General Manager, Bill Churchill started the discussion on how the Board members are personally feeling about meeting in person, hybrid or completely virtual. After some discussion, it was determined that most of the Board members would like to continue to have virtual meetings in the near future and going forward at least continue virtual meetings for the committee meetings and a hybrid format for the board meetings. We will revisit this discussion on a monthly basis.

Employee Events: Bus Rodeo and Employee Awards

General Manager, Bill Churchill informed the Board that County Connection will conduct a rodeo for the operators and will give out employee awards. This event is scheduled for May 14, 2022 from 9 a.m.-1 p.m.

REPORT OF STANDING COMMITTEES

Administration & Finance Committee

Bus Advertisement Amendment and Resolution No. 2022-026

Director Noack introduced the item and turned the meeting over to Melody Reeb, Director of Planning, Marketing, & Innovation. Ms. Reeb stated that 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 monthly annual guarantee 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 issue a Request for Proposals (RFP) for a new contract.

Director Worth arrived at 9:11 a.m.

MOTION: Director Noack moved approval of Resolution No. 2022-026, an amendment to the contract with Vector Media to extend the revised compensation structure of 55% of gross revenue with no minimum annual guarantees through December 31, 2022. Director Haydon seconded the motion, and it received the following vote of approval:

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

No: None

Abstain: None

Absent: Director McCluer

Adoption of the Draft Fiscal Year 2023 Proposed Draft Budget and Forecast and Resolution No. 2022-028

CFO Amber Johnson explained that County Connection's draft budget for 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 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. 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.

MOTION: Director Haydon moved adoption of Resolution No. 2022-028 for the purpose of approving the FY 2023 Budget so a timely TDA claim can be filed. Director Hoffmeister seconded the motion, and it received the following vote of approval:

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

No: None

Abstain: None

Absent: Director McCluer

Marketing, Planning & Legislative Committee

Summer Youth Pass

Melody Reeb explained that 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. This was an informational item only.

Operations & Scheduling Committee

Zero Emission Bus Fleet Transition Recommendation

Director Storer introduced the item and turned it over to Ruby Horta, Assistant General Manager - Administration. She explained that at last month's meeting the Board gave staff and the O&S Committee direction to focus on the following three options:

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 Storer left at 10:04 a.m.

After additional discussions with consultant, 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.

MOTION: Director Hudson moved approval of the mixed fleet scenario of battery and fuel-cell electric buses. Director Tatzin seconded the motion, and it received the following vote of approval:

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

Report from the Advisory Committee

Appointment of Robert Barnes to the Advisory Committee Representing the City of Concord

MOTION: Director Hudson moved appointment of Robert Barnes to the Advisory Committee Representing the City of Concord. Director Hoffmeister seconded the motion, and it received the following vote of approval:

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

Appointment of Ian McLaughlin to the Advisory Committee Representing the City of Walnut Creek

MOTION: Director Hudson moved appointment of Ian McLaughlin to the Advisory Committee Representing the City of Concord. Director Wilk seconded the motion, and it received the following vote of approval:

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

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: May 11, 2022