

County Connection

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CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

April 17, 2025

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Kevin Wilk called the regular meeting of the Board of Directors to order at 9:05 a.m. Board Members present were Directors Andersen, Diaz, Hoffmeister, Noack, Storer and Tatzin. Director Hillis and Rubio arrived after the meeting convened. Director Worth was absent. The Board was notified during the Chair's comments that Director Howard has vacated his seat on the County Connection Board.

Staff: Horta, Sherman, Boehm, Dixit, Glenn, Hill, Horta, Jones, Martinez, Mitchell, Sanderson and Smith

PUBLIC COMMUNICATION: None

CONSENT CALENDAR

MOTION: Director Storer moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of March 20, 2025; (b) Approval of Minutes of the Board Workshop Meeting on March 20, 2025; (c) Workers' Compensation Claims Administration Services Contract Award and Resolution No. 2025-023. Director Rubio seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Diaz, Hoffmeister, Noack, Storer, Tatzin and Wilk
No: None
Abstain: None
Absent: Directors Hillis, Rubio and Worth

REPORT OF CHAIR:

Board Chair Kevin Wilk informed the Board that Jay Howard has stepped down as a Board member with County Connection. We are waiting to hear from the City of Martinez regarding his replacement. He also stated that for the upcoming APTA Legislative Conference himself, Directors Storer and Hillis will be attending and for the APTA Transform Conference, himself, Directors Hillis and Rubio will be attending.

REPORT OF ASSISTANT GENERAL MANAGER ADMINISTRATION:

Doodle Poll Response for Board Workshop

Assistant General Manager Administration Ruby Horta informed the Board that a doodle poll was conducted and the two dates that had the most votes were July 17, 2025 and October 16, 2025. After some discussion, it was confirmed that October 16, 2025 will be the next Board workshop.

PEPRA and Federal Grant Update

Julie Sherman, legal counsel, provided legal update on the PEPRA litigation and status of the Federal Department of Transportation's (DOT) position on PEPRA's impact to transit employee protections and the flow of grants to grantees.

Ruby Horta added that the ATU had objected to a County Connection grant on the ground that the PEPRA precludes the department from certifying the transit agencies' compliance with the condition that they continue collective bargaining. There was letter received on March 31, 2025, determining that the objections are not sufficient. The DOT now agrees with the views stated in the DOT's 2019 Determination that concluded that PEPRA does not present a bar to certification under 13(c). County Connection received approval of its grant for a hydrogen fueling station, however our understanding is that Gillig has suspended its hydrogen vehicle program until 2028, but it's good for us to have the hydrogen fueling infrastructure in place for if and when hydrogen buses are available.

SB 63 Update

Ruby Horta explained that the Transportation Revenue Measure District with jurisdiction extending throughout the boundaries of the Counties of Alameda and Contra Costa and the City and County of San Francisco would require the district to be governed by the same board that governs MTC. The bill would authorize a retail transaction and use tax applicable to the entire district to be imposed by the board of the district or by a qualified voter initiative for a duration of 10 to 15 years. The intent of the Legislature is to determine, by July 31, 2025, the exact tax rate, including potential variable rates in different counties within the district, and the exact duration of the tax, through continued discussions with stakeholders. It is the intent of the Legislature to afford the Counties of San Mateo and Santa Clara the opportunity to opt into the district by July 31, 2025. It would provide the tax rate or the maximum tax rate, which shall be one-half of 1 percent in each county except in the City and County of San Francisco. The tax rate in the City and County of San Francisco will be set at no less than one-half of 1 percent and no more than 1 percent, in 1/8 percent increments.

Electric Bus Update

Scott Mitchell, COO, informed the Board that we currently have four electric buses running and we are contacting different agencies to see about getting used equipment to support our buses. Although we are not working with our full capacity of electric buses, we are getting more buses up and running. As new developments occur, we will continue to update the Board.

REPORT OF STANDING COMMITTEES

Administration & Finance Committee

Award Contract to Diablo Engineering for On-Call General Engineering Consulting Services* Resolution No. 2025-021

Kyle Boehm, Grants Administrator, gave a brief background stating that on January 7, 2025, County Connection issued a Request for Proposals for on-call engineering consulting services to provide multidisciplinary engineering, design, architectural, and construction management support services for various projects associated

with County Connection’s bus system and facilities. The Request for Proposals requested proposals for a three-year term with two one-year option terms. Proposals were due February 14, 2025.

Based on an initial review of the three proposals, all three firms were invited to interview and present more detail on their professional approach and experience. The interviews were conducted on February 28, 2025 by a panel consisting of County Connection planning and facilities staff and a staff member from the Contra Costa Transportation Authority.

The panel concluded that Diablo Engineering Group’s qualifications, key personnel, and approach and capacity best meets the engineering, design, architectural, and construction management support services needs for County Connection over the proposed term.

The on-call services contract amount is not to exceed \$2,000,000 over the full three-year base term and two one-year optional terms. The services under the agreement will be established on an as needed individual work order basis, and there is no guaranteed minimum level of compensation. Individual work orders will be approved by the Board or the General Manager in accordance with County Connection’s Procurement Policy

MOTION: Director Tatzin moved adoption of Resolution No. 2025-021, awarding a contract for on-call engineering consulting services to Diablo Engineering Group for a three-year base term plus two one-year option years. Director Noack seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Diaz, Hoffmeister, Noack, Storer, Tatzin and Wilk

No: None

Abstain: None

Absent: Directors Hillis, Rubio and Worth

Adoption of the Proposed Fiscal Year 2026 Draft Operating and Capital Budgets*
Resolution No. 2025-022

Amber Johnson, Chief Financial Officer, gave a brief summary of the changes from the last time that this item was presented, stating that County Connection’s draft budget for July 1, 2025, to June 30, 2026 (FY 2026) proposes \$55.1 million in operational expenses for fixed route and paratransit services with revenues to offset these costs. An additional \$21.0 million is proposed in capital expenditures and associated revenue in the budget year.

The operating expense budget of \$55.1 million is a 0.8 percent increase over the FY 2025 budget and allows for fixed route service to continue at existing levels, with a conservative but optimistic assumption that vacant operator positions will be filled during the fiscal year. The capital budget of \$21.0 million includes revenue vehicle replacements, construction of a hydrogen fueling station, the beginning stages of a solar array project and multi-year facility upgrade plans. These projects are funded by a mixture of federal, state and local capital fund sources.

The proposed budget also incorporates the transfer of an estimated \$450,000 discretionary revenues to a reserve account in FY 2026. Revenue sources that are considered discretionary include advertising revenue and interest income. This fund transfer is considered in combination with the TDA reserve held by MTC when calculating County Connection’s total reserve balance.

Adoption of the draft FY 2026 budget will result in expenditure authority of \$55.1 million in operational expenses and \$21.0 million in capital expenditures for the budget year. The draft budget will serve as the basis for the Authority’s claim of TDA revenues for the year-ended June 30, 2026.

MOTION: Director Noack moved approval of the FY 2026 Draft Proposed Operating and Capital Budget and adopt Resolution No. 2025-022, authorizing filing applications and supporting documents for allocations of funds by the MTC. Director Tatzin seconded the motion, and it received the following vote of approval:

Aye: Directors

Andersen, Diaz, Hoffmeister, Noack, Storer, Tatzin and Wilk

No: None

Abstain: None

Absent: Directors Hillis, Rubio and Worth

Marketing, Planning & Legislative Committee

2025 County Connection Federal Legislative Advocacy Program Brochure

Ryan Jones, Manager of Marketing & Communication, presented a layout of the brochure with changes requested at the April MP&L meeting. Updates to the design included a new cover image, revised text, and updated priorities. After some Board discussion, the Directors agreed that the brochure is ready to be printed and circulated at the APTA Legislative Conference.

Director Hillis arrived at 10:15 a.m.

Director Rubio arrived at 10:17 a.m._____ and made an announcement regarding her need to attend pursuant to the Brown Act's emergency teleconference provision.

MOTION: Director Wilk moved approval of the Emergency Attendance for Director Marisol Rubio. Director Noack seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Diaz, Hillis, Hoffmeister, Noack, Storer, Tatzin and Wilk

No: None

Abstain: None

Absent: Director Worth

Youth Ride Free Pilot Program

Andrew M. Smith, Director of Planning & Marketing, stated that the Youth Ride Free pilot program concept is a very recent development, having come together in only the last several weeks, and as such County Connection staff is actively working through the operational and marketing logistics with 511 Contra Costa, TRANSPAC, and SWAT, while they also work through the funding details. County Connection's Planning & Scheduling staff have already devised a way to track the number of youth passengers making use of the program, thereby making it possible to measure its efficacy in comparison to the previous Summer Youth Pass and Pass2Class programs, and Marketing staff is well under way in preparing a marketing and outreach program that will ideally begin before the start of summer (pending final approvals from TRANSPAC, SWAT and CCTA Boards). Still to be determined is whether youth riders will be required to present a student ID to qualify for the free fare. Staff will provide further updates as information becomes available.

Presuming that the requirements for passengers taking advantage of the Youth Ride Free pilot program will be less burdensome than the previous application process for the Pass2Class program, and the application and payment process for the Summer Youth Pass program, staff anticipate a 15 percent systemwide increase in youth ridership over the term of the pilot program. With a lower barrier to entry, the Youth Ride Free pilot program will expand upon the valuable social benefits to the community offered by the Summer Youth Pass and Pass2Class programs, and for a longer portion of the year.

While rolling out the six-month pilot program, staff will continue to work with TRANSPAC, SWAT, CCTA, and 511 Contra Costa towards the goal of making this a permanent year-round program, something which will require sustained funding, as well as a fare equity analysis conducted in compliance with Title VI of the Civil Rights Act of 1964.

All direct costs of the program will be covered by funding provided 511 Contra Costa, TRANSPAC, and SWAT. County Connection's administrative costs for the program will be lower than for the Summer Youth Pass and Pass2Class programs if youth riders are no longer required to present a paper pass, as was the case for those two programs.

Board discussion followed, including expressing concerns over drivers' obligations to check passenger ages. Staff will follow up with the Board in future meetings.

Operations & Scheduling Committee

Automated Driving Systems (ADS) Demonstration Project Update

John Sanderson, Director of Accessible Services, provided an overview of the ADS pilot project in Martinez stating that the ADS pilot provided service without serious incident from mid-September 2024 until mid-January 2025, during which time the program provided 191 passenger trips in just under 4,000 hours of service. On January 14, one of the pilot vehicles was involved in a minor accident, while on-route and traveling in autonomous mode. Fortunately, damage to both vehicles was minor, and there were no serious injuries. The January 14 accident did however shine a spotlight on the insurance coverage and provisions in place for the pilot project.

Per the project agreement between May Mobility and CCTA, May Mobility provides the necessary insurance. However, upon review following the accident, Transdev's Legal and Risk Management teams determined that the project was underinsured, and that the gaps in coverage could expose CCTA, County Connection, Transdev, and the AVOs themselves to substantial liability. Based on that risk, On January 28, the AVOs were removed from ADS service and the pilot operations suspended pending: 1) the procurement (if necessary) of an umbrella/excess liability policy covering the remainder of the pilot project, 2) the execution of an agreement between May Mobility and Transdev guaranteeing May Mobility's provision of insurance coverage for the remainder of the pilot, and 3) the ratification of an amendment to the agreement between County Connection and Transdev, adding the provision of AVOs for the ADS pilot to Transdev's scope of work, and documenting the rates to be charged.

Although the service suspension was initially anticipated to last only a few days, it took just over two months to resolve the issue. Complications included the agreement between May Mobility and Transdev, which involved trade secrets and required a level of trust on the part of both companies, and the excess liability insurance, which proved to be unavailable on the US insurance market and had to be procured from a firm in London. Service was ultimately restored on Friday, April 4.

The service suspension did result in some temporary savings to County Connection, since no AVO hours were billed for February or March, however even before the service began operating it was anticipated that the term of the pilot was likely to be extended into FY2026. County Connection's costs associated with the ADS project are well within the amounts included in the FY2025 and FY2026 budgets.

BOARD COMMUNICATION:

Director Storer encouraged the Board of Directors to talk with their cities to about our vacancies on the Advisory Committee. Director Noack suggested that hopefully if to the Legislature can adopt the Brown Act amendments allowing teleconferencing for advisory committee meetings, we might get more participation.

Closed Session:

The Board of Directors went into closed session at 10:37 a.m.

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

Agency designated representatives: Amber Johnson, Chief Financial Officer; Kristina Martinez, Director of Human Resources

Employee Organization: Amalgamated Transit Union, Local 1605, AFL-CIO, Bus Operators Teamsters Union, Local 856, AFL-CIO, Transit Supervisors

Open Session: Closed Session Report

The Board of Directors entered back into open session at 11:20 a.m. with no reportable action.

ADJOURNMENT: Chair Wilk adjourned the regular Board meeting at 11:20 a.m.

Minutes prepared by:

Lathina Hill

Asst to the General Manager/Clerk to the Board of Directors

Date: May 7, 2025