

County Connection

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

**BOARD OF DIRECTORS
MEETING AGENDA
Thursday, May 15, 2025
9:00 a.m.**

The Board Meeting will be held in-person and via teleconference location**
County Connection Board Room
2477 Arnold Industrial Way, Concord, California**

Staff and members of the public may attend in-person or participate remotely via Zoom at:

<https://us02web.zoom.us/j/85399133311>

Or One tap mobile :

US: +16699006833,,85399133311# or +14086380968,,85399133311#

Or Telephone:

Dial(for higher quality, dial a number based on your current location): +1 408 638 0968

Webinar ID: 853 9913 3311

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 the correspondence that will be provided to the full Board.

Oral public comments will also be accepted during the meeting in person and through Zoom* or the teleconference number listed above.

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

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 April 17, 2025*
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) SB 63 Update
 - b) ICT ZEB Task Force Update
 - c) Electric Bus Update
7. Report of Standing Committees
 - a) Administration & Finance Committee
 1. Review of proposed amendment to Fiscal Year 2025 Operating Budget *
(The Administration & Finance Committee and staff request the Board of Directors approve the proposed amendment to the FY 2025 Operating Budget.)
 2. Review of Updates to Fiscal Year 2026 Draft Budget and Forecast *
(Information and Discussion Item.)
 - b) Marketing, Planning & Legislative Committee
 1. Community Project Funding Resolution of Support*
Resolution No. 2025-25*
(Staff will share details regarding FY25 community project funding submitted to Congressman DeSaulnier.)
 - c) Operations & Scheduling Committee
 1. IDEA Transit Signal Priority Update-Information Only*
(Staff will provide an update on IDEA TSP project.)
 2. Diesel Tank Replacement*
Resolution No. 2025-24*
(The O&S Committee and staff recommend adoption of Resolution No. 2025-24, authorizing the General Manager to release a purchase order and Letter to Proceed to Source Fueling Equipment Solutions for the purchase of two (2) fuel tanks. Total cost of the fuel tanks, including shipping to Concord facility, not to exceed \$390,210.)
8. Report of Advisory Committee
 - a) Appointment of John Crowe to the Advisory Committee Representing the City of Pleasant Hill*

- b) Ian McLaughlin, Chair of the Advisory Committee, will provide an update from the Advisory Committee*
- 9. Board Communication – (Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to committee or staff for information, or requesting a report to be made at another meeting.)
- 10. Next Meeting Date: June 19, 2025
- 11. Adjournment

*Enclosure

****Teleconference location: 155 S Belardo Rd, Palm Springs, CA 92262
1114 Orchard Road, Lafayette, California, 94549

General Information

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, June 19 at 9 a.m., County Connection Board Room
Administration & Finance:	Wednesday, June 4 at 9 a.m., County Connection Offices, 2477 Arnold Industrial Way, Concord, CA
Advisory Committee:	TBD
Marketing, Planning & Legislative:	Thursday, June 5 at 8:30 a.m., Supervisor Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA.
Operations & Scheduling:	Friday, June 6 at 8 a.m., City of Pleasant Hill Offices, 100 Gregory Lane, Pleasant Hill, CA

The above meeting schedules are subject to change. Please check the County Connection Website (www.countyconnection.com) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting. This agenda is posted on County Connection's Website (www.countyconnection.com) and at the County Connection Administrative Offices, 2477 Arnold Industrial Way, Concord, California

County Connection

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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

To: Board of Directors

Date: 05/07/2025

From: Amber Johnson, Chief Financial Officer
John Sanderson, Director of ADA and Specialized Services

Reviewed by: *WC.*

SUBJECT: FY 2025 Operating Budget Amendment Request

Background:

County Connection's Fiscal Year (FY) 2025 Operating and Capital Budget was adopted on June 20, 2024 with Resolution 2025-025. The operating budget is divided into two main categories: fixed route (big bus) and paratransit. Current trends for this fiscal year indicate that there are insufficient resources budgeted to paratransit to accommodate the costs of this program, necessitating the request for an amendment to the budget. The A&F Committee reviewed this request at its most recent meeting.

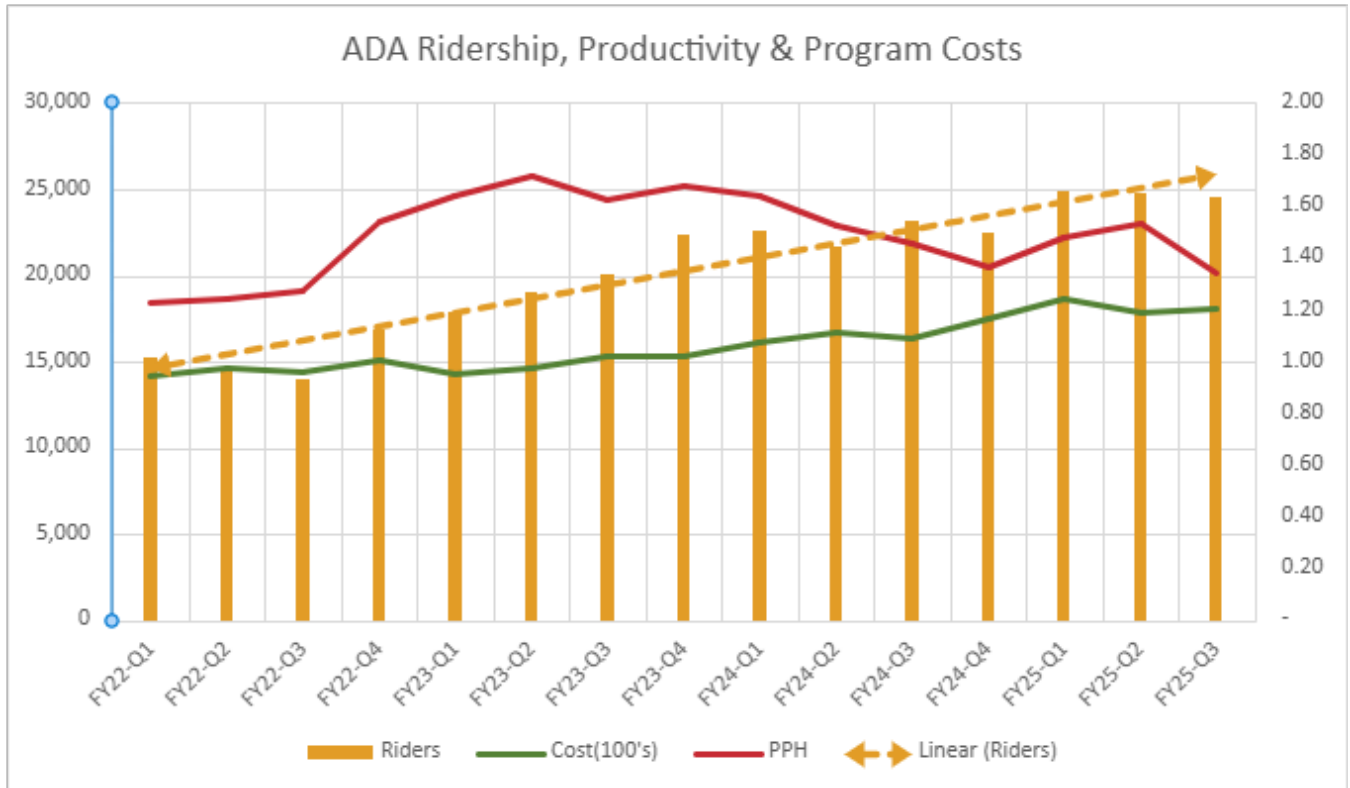
Budget Amendment:

Although the FY 2025 paratransit purchased transportation budget anticipated ridership growth, actual trends for the fiscal year have outpaced the assumptions used. During the opening months of the COVID-19 pandemic at the end of FY 2020, LINK ridership declined by approximately 75%, from a monthly average of about 11,500 trips per month to about 2,900 per month in FY 2021. Since the end of FY 2021, paratransit ridership has grown continuously, albeit at a reducing rate. LINK paratransit ridership increased year-over-year by 76% in FY 2022, 30.4% in FY 2023, and 13.3% in FY 2024. Observed growth through the first three quarters of FY 2025 indicates a further anticipated increase in ridership of about 9.7% by the end of this fiscal year.

While LINK ridership has continued to increase since FY 2022, LINK productivity as measured by passengers per revenue hour (PPH) initially rose by about 26.4% through FY 2022 from 1.23 to 1.72 PPH, remained relatively stable through FY 2023, and then declined steadily through FY 2024 to a low of 1.37 PPH. A partial recovery in the first half of FY 2025 has unfortunately not been sustained, and productivity for the 3rd quarter of FY 2025 was estimated at about 1.35 PPH, marking a further decline of about 2.7% from FY 2024. Paratransit productivity is driven by a very complex set of conditions and inputs, including the origins, destinations, and requested times of specific trips, traffic conditions within the service area, and several other factors largely beyond providers' control. However, staff is working very closely with the contractor to affect the factors that can be controlled, including trip booking negotiations, scheduling trips as efficiently as possible, and proactive dispatching to balance PPH, on-time performance (OTP), and on-board time for riders.

Since the start of the current LINK contract at the beginning of FY 2022, ridership has seen a cumulative increase of about 62%. At the same time, annual program costs have increased by nearly 25% from \$5.8 million to an estimated \$7.3 million. Pre-pandemic, paratransit ridership, revenue hours, and contract rates were all typically expected to increase by an average of about 3% to 5% annually. For the FY 2025 budget cycle, staff projected a 5% increase in paratransit revenue hours, plus a 4% escalation in costs per revenue hour per the LINK contract. However, the actual ridership increase for FY 2025 has been nearly double the estimate, and as a result actual costs are estimated to exceed the budgeted amount by about 10.7%.

Chart 1: ADA Ridership, Productivity & Program Costs



Staff projects a paratransit operating budget shortfall of \$750,000 in the purchased transportation category for FY 2025. However, the fixed route budget includes a \$500,000 contingency that has not been utilized. Additionally, staff projects that expenditures for fixed route diesel fuel will be below the allocated budget, affording the ability to shift \$250,000 from this line item to paratransit contract costs. The proposed budget amendment is detailed in Table 1.

Table 1: Proposed Budget Amendment

FIXED ROUTE EXPENSES	Current Budget	Proposed Amendment	Revised Budget
Diesel Fuel	2,400,000	(250,000)	2,150,000
Contingency Expense	500,000	(500,000)	-

NET CHANGE TO FIXED ROUTE EXPENSES: (750,000)

PARATRANSIT EXPENSES	Current Budget	Proposed Amendment	Revised Budget
PT Contract_LINK ADA	6,669,907	625,000	7,294,907
PT Contract_One Seat-LINK	339,133	125,000	464,133

NET CHANGE TO PARATRANSIT EXPENSES: 750,000

Financial Implications:

The budget amendment proposes transferring \$750,000 in expenditures from the fixed route category to the paratransit category. This transfer results in a net zero impact on the total budgeted expenditures. A corresponding \$750,000 in Transportation Development Act revenues will be underutilized on the fixed route side, resulting in these funds being available for use on the paratransit side.

Recommendation:

Staff and the A&F Committee recommend the Board of Directors review the FY 2025 Operating Budget Amendment Request.

Action Requested:

Staff and the A&F Committee request that the Board of Directors approve the proposed FY 2025 Operating Budget Amendment Request.

Attachments:

None.

To: Board of Directors

Date: 05/07/2025

From: Amber Johnson, Chief Financial Officer

Reviewed by: *W.C.*

SUBJECT: Updates to Fiscal Year 2026 Draft Budget and Forecast

Background:

County Connection's Fiscal Year (FY) 2026 Draft Operating and Capital Budget was approved by the Board of Directors in April so that a timely Transportation Development Act (TDA) claim could be filed with the Metropolitan Transportation Commission (MTC). Staff continue to monitor revenue and expenditure assumptions for the coming year and forecasted years, until the final FY 2026 budget is adopted by a public hearing in June. The A&F Committee reviewed the current version of the FY 2026 Draft Budget at its most recent meeting.

FY 2026 Operating and Capital Budget:

There are no updates to the FY 2026 Operating and Capital Budget at present.

FY 2026 to FY2031 Operating and Capital Forecast:

The version of the draft budget presented last month was for a single year, FY 2026. The updated version of the draft budget includes the operating and capital forecast through FY 2031.

- The operating forecast projections include:
 - Growth in fixed route and paratransit fare revenues of approximately 3% per year.
 - Advertising revenue to remain flat.
 - Interest income increasing by 3% per year.
 - Sales tax revenue to remain flat (Measure J, TDA).
 - Optimistic fuel tax revenue (STA) growth of 2% per year after sharp decline in FY 2026.
 - Discontinuation of BART feeder funds.
 - Paratransit partner revenue increasing by 5% per year.
 - An average increase of 2% per year in fixed route operating expenses.
 - An average increase of 4% per year in paratransit operating expenses.

- The capital forecast projections include:
 - Scheduled transit bus and paratransit cut-aways and minivan purchases based on the useful life schedule and MTC bus/van pricelist prices. In FY 2030, transit bus procurements begin to convert to zero emission vehicles in accordance with the board adopted Zero Emission Bus (ZEB) rollout plan.
 - The second phase of a solar array project that is funded in whole by State TIRCP funds is included in FY 2027 and FY 2028 for a total cost of \$15 million.
 - Additional improvements to transition the maintenance and fueling facilities in accordance with the board adopted Zero Emission Bus (ZEB) rollout plan. These improvements are scheduled in the years FY 2028 through FY 2031 for a total cost of \$3.8 million. The forecast includes an optimistic assumption that a revenue source (labeled “TBD”) will be secured to fund 80% of the costs of these improvements.
- As a result of these assumptions, the Authority is projected to have sufficient Operating and Capital Reserves through FY 2028. These reserves are considered sufficient when at least 25% of operating costs are reserved. In FY 2029, reserves begin to dip below the 25% threshold, and are projected to go negative in FY 2030. As costs continue to outpace revenues, and zero emission vehicles demand a higher portion of TDA capital, additional revenue sources will need to be secured to keep the Authority in a financially stable position.

Financial Implications:

None.

Recommendation:

Staff and the A&F Committee recommend that the Board review and discuss the proposed updates to the FY 2026 Draft Budget and Forecast.

Action Requested:

None, for discussion only.

Attachments:

Attachment 1: Revised FY 2026 Draft Operating and Capital Budget and Forecast

**County Connection
FY 2026 Draft Budget
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**County Connection
FY 2026 Draft Budget
BUDGET SUMMARY**

Category	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget	% Change from FY 2025 Budget
Revenue:					
Fixed Route Operations	\$ 38,043,607	\$ 43,719,203	\$ 39,437,101	\$ 42,377,744	-3.1%
Paratransit Operations	10,602,520	11,405,385	12,080,662	13,179,960	15.6%
Capital	6,511,000	9,941,400	9,941,400	21,036,616	111.6%
Total Revenue	55,157,128	65,065,988	61,459,163	76,594,320	17.7%
Expenditures:					
Fixed Route Operations	36,658,453	43,269,203	38,434,189	41,927,744	-3.1%
Paratransit Operations	10,602,520	11,405,385	12,080,662	13,179,960	15.6%
Capital	6,511,000	9,941,400	9,941,400	21,036,616	111.6%
Total Expenditures	53,771,973	64,615,988	60,456,251	76,144,320	17.8%
Net Change in Fund Balance	\$ 1,385,154	\$ 450,000	\$ 1,002,912	\$ 450,000	
Operating and Capital Reserve					
TDA Reserve Balance	51,196,388	44,059,809	48,219,546	40,729,851	
Discretionary Reserve Balance	1,384,154	1,834,154	2,387,066	2,837,066	
Total Operating and Capital Reserve	\$ 52,580,542	\$ 45,893,963	\$ 50,606,612	\$ 43,566,918	

**County Connection
FY 2026 Draft Budget
OPERATING REVENUES**

Category	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget	% Change from FY 2025 Budget
FIXED ROUTE					
Fare Revenue	\$ 2,572,287	\$ 2,241,200	\$ 2,388,874	\$ 2,493,163	11.2%
Special Service Revenue	1,323,838	1,042,072	1,125,657	1,158,921	11.2%
Total Fare Revenue	3,896,124	3,283,272	3,514,530	3,652,084	11.2%
Advertising Revenue	343,750	200,000	375,000	200,000	0.0%
Non-Operating Revenue	1,307,787	271,000	819,932	275,000	1.5%
Measure J Sales Tax	7,156,017	6,500,000	6,353,000	6,353,000	-2.3%
BART Feeder Funds	640,531	820,003	820,003	802,469	-2.1%
Dougherty Valley	96,156	-	-	-	-
State Transit Assistance	6,733,319	6,690,946	6,690,946	5,728,438	-14.4%
TDA Article 4.0	13,856,775	25,203,982	20,333,171	24,719,683	-1.9%
RM2/RM3 Express Funding	129,993	170,000	221,767	221,767	30.5%
State of Good Repair/SB1	139,859	130,000	144,056	140,000	7.7%
Federal Operating Funds	3,743,296	450,000	164,697	285,303	-36.6%
Total Other Revenue	34,147,483	40,435,931	35,922,571	38,725,660	-4.2%
TOTAL FIXED ROUTE REVENUE	38,043,607	43,719,203	39,437,101	42,377,744	-3.1%
PARATRANSIT					
Fare Revenue	490,658	445,300	588,458	532,000	19.5%
Total Fare Revenue	490,658	445,300	588,458	532,000	19.5%
Measure J Sales Tax	2,900,024	2,000,000	2,591,662	2,577,538	28.9%
BART ADA Service	223,469	235,503	227,485	248,503	5.5%
Alamo Creek & Go San Ramon	216,414	227,906	226,302	226,302	-0.7%
TDA Article 4.5	1,099,830	1,079,293	1,079,293	1,077,864	-0.1%
TDA Article 4.0	611,585	2,409,227	2,310,901	3,158,218	31.1%
State Transit Assistance	1,041,145	1,036,880	1,036,880	1,000,000	-3.6%
FTA Section 5307	1,839,033	1,590,376	1,590,376	1,644,495	3.4%
Total Other Revenue	7,931,500	8,579,185	9,062,900	9,932,920	15.8%
Subtotal Paratransit Revenue	8,422,158	9,024,485	9,651,358	10,464,920	16.0%
Paratransit Partners					
Fare revenue - LAVTA ADA	31,410	34,175	32,130	30,000	-12.2%
Operating revenue - LAVTA ADA	1,753,862	1,970,940	1,812,164	1,982,151	0.6%
Fare revenue - One Seat	-	-	42,296	39,000	-
Operating revenue - One Seat	395,091	375,785	542,714	663,890	76.7%
Subtotal Partner Revenue	2,180,363	2,380,900	2,429,304	2,715,040	14.0%
TOTAL PARATRANSIT REVENUE	10,602,520	11,405,385	12,080,662	13,179,960	15.6%
TOTAL REVENUE	\$ 48,646,128	\$ 55,124,588	\$ 51,517,763	\$ 55,557,704	0.8%

**County Connection
FY 2026 Draft Budget
OPERATING EXPENDITURES**

Category	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget	% Change from FY 2025 Budget
FIXED ROUTE					
Wages	\$ 15,881,332	\$ 18,288,470	\$ 16,876,921	\$ 17,383,229	-4.9%
Fringe Benefits	12,307,136	13,743,233	11,459,431	13,276,713	-3.4%
Total Wages & Benefits	28,188,468	32,031,703	28,336,353	30,659,942	-4.3%
Services	2,809,664	3,808,150	3,310,185	3,916,434	2.8%
Materials & Supplies	3,413,548	3,913,700	3,814,570	3,621,150	-7.5%
Utilities	410,233	395,000	467,109	450,150	14.0%
Casualty and Liability	1,138,413	1,340,000	1,283,381	1,533,195	14.4%
Taxes and Fees	379,051	434,400	378,351	390,372	-10.1%
Other Operating	246,810	366,250	379,070	381,500	4.2%
Leases and Rentals	72,266	70,000	65,171	75,000	7.1%
Purchased Transportation	-	410,000	400,000	400,000	-2.4%
Total Other Exp (non-wages)	8,469,985	10,737,500	10,097,837	10,767,801	0.3%
Contingency	-	500,000	-	500,000	
TOTAL FIXED ROUTE EXPENSES	36,658,453	43,269,203	38,434,189	41,927,744	-3.1%
PARATRANSIT					
Wages	\$ 331,137	\$ 339,883	\$ 295,077	\$ 319,126	-6.1%
Fringe Benefits	159,893	239,253	209,974	246,078	2.9%
Total Wages & Benefits	491,030	579,136	505,051	565,204	-2.4%
Services	126,643	225,000	190,475	218,000	-3.1%
Materials & Supplies	1,249	4,000	4,000	4,000	0.0%
Utilities	55,858	60,000	66,625	66,000	10.0%
Casualty and Liability	15,978	18,173	16,581	20,998	15.5%
Other Operating	897	10,000	10,000	10,000	0.0%
Purchased Transportation	7,730,502	8,128,176	8,858,626	9,580,718	17.9%
Total Other Exp (non-wages)	7,931,127	8,445,349	9,146,307	9,899,716	17.2%
Subtotal Paratransit Expenses	8,422,158	9,024,485	9,651,358	10,464,920	16.0%
			15%	8%	
Paratransit Partners					
Purchased Transp - for partners	2,180,363	2,380,900	2,429,304	2,715,040	14.0%
Subtotal Partner Expense	2,180,363	2,380,900	2,429,304	2,715,040	14.0%
TOTAL PARATRANSIT EXPENSES	10,602,520	11,405,385	12,080,662	13,179,960	15.6%
TOTAL EXPENSES	\$ 47,260,973	\$ 54,674,588	\$ 50,514,851	\$ 55,107,704	0.8%

**County Connection
FY 2026 Draft Budget
CAPITAL PROGRAM**

Capital Category	Funding Source							Total
	Federal	Federal	State	State	State	MTC		
	5307	FHWA	Bridge Tolls	RM3	TIRCP	TDA		
Revenue Fleet	\$ 9,045,120	\$ -	\$ 286,655	\$ 1,600,000	\$ -	\$ 374,625	\$ 11,306,400	
ZEB Infrastructure	-	6,591,250	-	-	-	853,966	\$ 7,445,216	
Facility Maintenance and Modernization	-	-	-	-	950,000	1,005,000	\$ 1,955,000	
Street Amenities	-	-	-	-	-	100,000	\$ 100,000	
Information Technology	-	-	-	-	-	100,000	\$ 100,000	
Maintenance Equipment & Tools	-	-	-	-	-	50,000	\$ 50,000	
Office Furniture and Equipment	-	-	-	-	-	80,000	\$ 80,000	
Total	\$ 9,045,120	\$ 6,591,250	\$ 286,655	\$ 1,600,000	\$ 950,000	\$ 2,563,591	\$ 21,036,616	

**County Connection
FY 2026 Draft Budget
CAPITAL PROGRAM**

Fiscal Years 2027 - 2031

\$ In Thousands

	actuals	actuals	estimated	BUDGET	5-year projection				
	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Capital Program (a):									
Non Revenue Fleet	\$ 99	\$ 126	\$ 400	\$ -	\$ 70	\$ 70	\$ 100	\$ 75	\$ -
Revenue Fleet	\$ 27,079	\$ -	\$ 7,298	\$ 11,306	\$ -	\$ 26,000	\$ 37,685	\$ 5,000	\$ -
ZEB Infrastructure	\$ -	\$ -	\$ -	\$ 7,446	\$ -	\$ 200	\$ 2,554	\$ 500	\$ 500
Facility Maintenance & Modernization	\$ 2,180	\$ 4,480	\$ 1,505	\$ 1,955	\$ 8,125	\$ 7,600	\$ 250	\$ 250	\$ 150
Street Amenities	\$ -	\$ 1,550	\$ 370	\$ 100	\$ 50	\$ -	\$ 50	\$ 50	\$ 50
Information Technology	\$ 80	\$ 55	\$ 100	\$ 100	\$ 150	\$ 100	\$ 350	\$ 150	\$ 150
Maintenance Equipment & Tools	\$ 50	\$ 250	\$ 250	\$ 50	\$ -	\$ 50	\$ 150	\$ 50	\$ 125
Office Furniture and Equipment	\$ 80	\$ 50	\$ 50	\$ 80	\$ 25	\$ 50	\$ 50	\$ 50	\$ 50
Total Capital Program	\$ 29,568	\$ 6,511	\$ 9,973	\$ 21,037	\$ 8,420	\$ 34,070	\$ 41,189	\$ 6,125	\$ 1,025
Capital Program by Service:									
Fixed-Route	\$ 28,068	\$ 6,511	\$ 9,707	\$ 14,460	\$ 8,420	\$ 34,070	\$ 39,181	\$ 6,125	\$ 1,025
Paratransit	1,500	-	266	6,577	-	-	2,008	-	-
Total Capital Program by Service	\$ 29,568	\$ 6,511	\$ 9,973	\$ 21,037	\$ 8,420	\$ 34,070	\$ 41,189	\$ 6,125	\$ 1,025
Capital Funding by Source									
Federal 5307	\$ 19,248	\$ -	\$ 5,839	\$ 9,045	\$ -	\$ 20,800	\$ 30,148	\$ 4,000	\$ -
FHWA	\$ -	\$ -	\$ -	\$ 6,591	\$ -	\$ -	\$ -	\$ -	\$ -
State Prop 1B PTMISEA - Rolling Stock	\$ 1,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bridge Toll Revenue	\$ 731	\$ -	\$ -	\$ 287	\$ -	\$ -	\$ -	\$ -	\$ -
TIRCP	\$ -	\$ -	\$ -	\$ 950	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ -
Transportation Development Act	\$ 2,789	\$ 6,511	\$ 4,135	\$ 2,564	\$ 920	\$ 5,770	\$ 8,998	\$ 1,725	\$ 625
Transportation Development Act Rollover	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Regional Measure 3	\$ 5,000	\$ -	\$ -	\$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ -
TBD - ZEB Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,044	\$ 400	\$ 400
Total Capital Funding by Source	\$ 29,568	\$ 6,511	\$ 9,973	\$ 21,037	\$ 8,420	\$ 34,070	\$ 41,189	\$ 6,125	\$ 1,025
Revenue Fleet Replacements									
# Fixed Route Vehicles	40	-	10	7	-	37	27	4	-
# Paratransit Vehicles	15	-	3	45	-	-	18	-	-
Total Revenue Fleet Replacement	55	-	13	52	-	37	45	4	-

The Capital Program includes projected costs to convert the Authority's fleet to a zero-emission bus (ZEB) mixed fleet of electric and fuel cell buses, including infrastructure costs, per the adopted ZEB Rollout Plan. Funding for future ZEB infrastructure projects is still being identified.

**County Connection
FY 2026 Draft Budget
OPERATING FORECAST**

Fiscal Years 2027 - 2031

\$ In Thousands

	actuals	estimated	BUDGET	5-year projection				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
FIXED ROUTE OPERATING REVENUE								
<i>Revenue Hours</i>	188,000	191,000	196,730	200,000	200,000	200,000	200,000	200,000
Fare revenue	2,572	2,389	2,493	2,568	2,645	2,724	2,806	2,890
Special service revenue	1,324	1,126	1,159	1,194	1,229	1,266	1,304	1,344
Advertising revenue	344	375	200	200	200	200	200	200
Non-Operating revenue	1,308	820	275	283	292	300	310	319
Measure J Sales Tax	7,156	6,353	6,353	6,353	6,353	6,353	6,353	6,353
BART Feeder Funds	641	820	802					
Dougherty Valley Dev Fees	96	-	-	-	-	-	-	-
State Transit Assistance (STA)	6,733	6,691	5,728	5,843	5,960	6,079	6,201	6,325
TDA Article 4.0	13,857	20,333	24,720	26,650	27,488	28,127	28,777	29,439
RM2/RM3/Express	130	222	222	226	231	235	240	245
State of Good Repair/SB1	140	144	140	142	144	146	149	151
Federal Operating Funds	3,743	165	285	-	-	-	-	-
TOTAL FIXED ROUTE OPERATING REVENUE	38,043	39,437	42,378	43,459	44,542	45,432	46,339	47,265
TOTAL FIXED ROUTE OPERATING EXPENSES	36,658	38,434	41,928	42,976	44,050	44,931	45,830	46,747
% change over prior year	7.61%	4.84%	9.09%	2.50%	2.50%	2.00%	2.00%	2.00%
PARATRANSIT OPERATING REVENUE								
<i>Revenue Hours</i>	66,000	75,900	91,080	109,296	112,575	112,575	112,575	115,952
Fare revenue	491	588	532	548	564	581	599	617
Measure J Sales Tax	2,900	2,592	2,578	2,629	2,682	2,735	2,790	2,846
BART ADA Service	223	227	249	256	264	272	280	288
Go San Ramon & Alamo Creek	216	226	226	233	240	247	255	262
TDA Article 4.5	1,100	1,079	1,078	1,078	1,078	1,078	1,078	1,078
TDA Article 4.0	612	2,311	3,158	3,400	3,645	3,819	3,988	4,072
State Transit Assistance (STA)	1,041	1,037	1,000	1,010	1,020	1,030	1,041	1,051
FTA Section 5307	1,839	1,590	1,644	1,661	1,678	1,694	1,711	1,728
Fare revenue - LAVTA ADA	31	32	30	31	32	33	34	35
Operating revenue - LAVTA ADA	1,754	1,812	1,982	2,163	2,359	2,574	2,808	3,064
Fare revenue - One Seat	-	42	39	40	41	43	44	45
Operating revenue - One Seat	395	543	664	724	790	862	941	1,026
TOTAL PARATRANSIT OPERATING REVENUE	10,603	12,081	13,180	13,773	14,393	14,969	15,567	16,112
TOTAL PARATRANSIT OPERATING EXPENSES	10,603	12,081	13,180	13,773	14,393	14,969	15,567	16,112
% change over prior year	25.4%	13.9%	9.1%	4.5%	4.5%	4.0%	4.0%	3.5%
TOTAL OPERATING EXPENSES*	47,261	50,515	55,108	56,749	58,443	59,900	61,397	62,859

* Total expenses will not equal audited financial statement expenses due to certain GASB adjustments required for financial statement presentation.

**County Connection
FY 2026 Draft Budget
RESERVE PROJECTIONS**

Fiscal Years 2027 - 2031

\$ In Thousands

	actuals	estimated	BUDGET		5-year projection			
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
TDA Beginning Balance	47,782	51,196	48,220	40,730	32,597	18,417	83	(11,911)
Interest & other MTC adjustments	1,221	1,902						
TDA 4.0 Allocation	23,318	21,900	22,952	22,837	22,723	22,610	22,497	22,384
% change over prior year	-1.2%	-6.1%	4.8%	-0.5%	-0.5%	-0.5%	-0.5%	-0.5%
TDA 4.0 Utilized:								
Fixed Route Operations	(13,857)	(20,333)	(24,720)	(26,650)	(27,488)	(28,127)	(28,777)	(29,439)
Paratransit Operations	(612)	(2,311)	(3,158)	(3,400)	(3,645)	(3,819)	(3,988)	(4,072)
Capital Program	(6,656)	(4,135)	(2,564)	(920)	(5,770)	(8,998)	(1,725)	(625)
Total TDA Utilized	(21,125)	(26,779)	(30,442)	(30,970)	(36,903)	(40,944)	(34,490)	(34,137)
Additions to/(subtractions from) TDA Reserve	2,193	(4,879)	(7,490)	(8,133)	(14,180)	(18,334)	(11,994)	(11,752)
TDA Reserve Balance	51,196	48,220	40,730	32,597	18,417	83	(11,911)	(23,663)
Discretionary Reserve Balance	1,384	2,387	2,837	3,320	3,812	4,313	4,822	5,341
Total Operating & Capital Reserve	52,581	50,607	43,567	35,917	22,229	4,396	(7,088)	(18,322)
% of operating budget	143.4%	131.7%	103.9%	83.6%	50.5%	9.8%	-15.5%	-39.2%

County Connection
FY 2026 Proposed Budget
OPERATING EXPENSE DETAIL

Account Description	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget
FIXED ROUTE				
Wages				
Wages - Regular _Admin	840,342	890,604	805,116	829,269
Wages - Regular _Bldg Maint	468,154	460,626	515,693	531,164
Wages - Regular _Board	17,130	26,400	18,131	18,674
Wages - Regular _Cust Svc	397,803	427,118	428,831	441,696
Wages - Regular _Finance	504,534	611,770	571,913	589,070
Wages - Regular _Hum Res	274,858	402,733	248,938	256,406
Wages - Regular _Info Tech	317,873	366,957	350,512	361,027
Wages - Regular _Mech	1,143,206	1,448,544	1,216,793	1,253,297
Wages - Regular _Plan/Mktg	519,530	580,231	591,372	609,113
Wages - Regular _Proc/Inv	138,926	354,893	251,447	258,990
Wages - Regular _Sched	89,409	101,359	105,402	108,564
Wages - Regular _Sfty & Train	80,439	100,577	40,736	41,958
Wages - Regular _Svc Work	535,388	637,194	597,743	615,676
Wages - Regular _Transp	1,353,642	1,579,178	1,284,424	1,322,957
Wages - Regular _Veh Maint Adm	371,991	429,359	341,231	351,468
Separation Pay _Admin	-	5,000	-	-
Wages Total	15,881,332	18,288,470	16,876,921	17,383,229
Fringe Benefits				
Vacation _Admin	67,528	59,419	65,074	67,026
Vacation _Bldg Maint	35,510	32,560	31,799	32,753
Vacation _Cust Svc	35,497	30,191	34,595	35,633
Vacation _Finance	32,729	40,504	36,764	37,867
Vacation _Hum Res	19,140	28,468	17,218	17,734
Vacation _Info Tech	28,336	25,939	25,383	26,144
Vacation _Mech	83,846	116,588	72,853	75,038
Vacation _OP-FT	572,872	640,507	550,642	567,161
Vacation _Plan/Mktg	33,933	41,106	35,570	36,637
Vacation _Proc/Inv	11,469	11,135	18,406	18,958
Vacation _Sched	9,898	7,165	8,464	8,718
Vacation _Sfty & Train	14,880	7,109	3,519	3,625
Vacation _Svc Work	30,757	44,899	26,613	27,412
Vacation _Transp	204,035	104,650	1,476	1,520
Vacation _Veh Maint Adm	29,323	30,350	28,224	29,071
Sick _Admin	22,217	38,198	19,570	20,157
Sick _Bldg Maint	10,678	20,931	13,956	14,375
Sick _Cust Svc	13,137	19,409	30,818	31,742
Sick _Finance	25,393	26,038	21,806	22,460
Sick _Hum Res	1,354	18,301	14,812	15,256

Account Description	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget
51 Sick _Info Tech	3,615	16,675	2,417	2,489
Sick _Mech	34,436	42,647	48,513	49,968
Sick _OP-FT	295,170	303,287	272,231	280,398
Sick _Plan/Mktg	19,266	26,426	22,356	23,027
Sick _Proc/Inv	18,022	7,158	8,227	8,474
Sick _Sched	402	4,606	3,620	3,728
Sick _Sfty & Train	798	4,570	885	912
Sick _Svc Work	12,040	28,864	16,782	17,286
Sick _Transp	60,212	67,275	32,682	33,662
Sick _Veh Maint Adm	7,504	19,511	10,464	10,778
Holiday _Admin	41,986	42,442	26,460	27,254
Holiday _Bldg Maint	25,222	23,257	15,061	15,513
Holiday _Cust Svc	21,179	21,565	12,408	12,780
Holiday _Finance	21,863	28,931	15,844	16,319
Holiday _Hum Res	11,506	20,334	5,571	5,739
Holiday _Info Tech	17,846	18,528	7,756	7,988
Holiday _Mech	55,265	73,674	31,402	32,344
Holiday _OP-FT	408,624	511,139	235,323	242,383
Holiday _Plan/Mktg	33,275	30,282	13,118	13,511
Holiday _Proc/Inv	8,535	7,954	4,859	5,005
Holiday _Sched	5,070	5,118	2,197	2,263
Holiday _Sfty & Train	5,190	5,078	885	912
Holiday _Svc Work	23,841	32,071	15,618	16,086
Holiday _Transp	68,501	74,750	35,468	36,532
Holiday _Veh Maint Adm	22,427	21,678	10,603	10,921
Floating Holiday _Admin	-	2,547	685	705
Floating Holiday _Bldg Maint	1,139	1,395	8,308	8,557
Floating Holiday _Cust Svc	1,120	1,294	7,419	7,641
Floating Holiday _Finance	2,710	1,736	4,671	4,811
Floating Holiday _Hum Res	-	1,220	2,084	2,146
Floating Holiday _Info Tech	1,386	1,112	11,955	12,314
Floating Holiday _Mech	-	11,550	32,123	33,087
Floating Holiday _OP-FT	24,685	109,761	164,058	168,979
Floating Holiday _Plan/Mktg	-	1,762	3,737	3,849
Floating Holiday _Proc/Inv	-	477	5,678	5,848
Floating Holiday _Sched	-	307	1,809	1,863
Floating Holiday _Sfty & Train	-	305	-	-
Floating Holiday _Svc Work	479	1,924	13,033	13,424
Floating Holiday _Transp	3,876	4,485	31,954	32,913
Floating Holiday _Veh Maint Adm	1,120	1,301	2,722	2,803
Other Paid Absence _OP-FT	-	-	9,599	9,887
Other Paid Absence _Transp	-	-	82,236	84,703
Medicare Expense _Admin	11,305	12,189	10,038	10,339
Medicare Expense _Bldg Maint	7,373	6,679	8,302	8,551

Account Description	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget
Medicare Expense _Board	1,308	383	1,386	1,428
Medicare Expense _Cust Svc	6,407	6,193	7,180	7,395
Medicare Expense _Finance	8,480	8,871	9,682	9,972
Medicare Expense _Hum Res	5,354	5,840	4,368	4,499
Medicare Expense _Info Tech	4,794	5,321	5,704	5,875
Medicare Expense _Mech	17,425	20,830	18,915	19,483
Medicare Expense _OP-FT	142,268	143,056	147,279	151,697
Medicare Expense _Plan/Mktg	8,908	8,413	9,360	9,640
Medicare Expense _Proc/Inv	2,594	5,146	4,025	4,146
Medicare Expense _Sched	1,479	1,470	1,578	1,626
Medicare Expense _Sfty & Train	1,531	1,458	616	635
Medicare Expense _Svc Work	8,590	9,210	9,643	9,933
Medicare Expense _Transp	21,558	22,898	21,057	21,689
Medicare Expense _Veh Maint Adm	5,837	6,226	5,606	5,774
SUI Expense _Admin	581	1,256	851	877
SUI Expense _Bldg Maint	873	1,888	672	692
SUI Expense _Board	-	-	51	53
SUI Expense _Cust Svc	672	1,454	619	637
SUI Expense _Finance	784	1,454	764	787
SUI Expense _Hum Res	389	841	429	442
SUI Expense _Info Tech	336	727	503	518
SUI Expense _Mech	2,028	4,028	1,999	2,059
SUI Expense _OP-FT	19,864	37,065	15,158	15,613
SUI Expense _Plan/Mktg	784	1,696	1,124	1,158
SUI Expense _Proc/Inv	336	727	382	393
SUI Expense _Sched	112	242	139	143
SUI Expense _Sfty & Train	112	242	134	138
SUI Expense _Svc Work	1,633	2,990	668	688
SUI Expense _Transp	1,680	3,634	2,329	2,399
SUI Expense _Veh Maint Adm	448	969	565	582
PERS _Admin	151,285	160,120	129,102	132,975
PERS _Bldg Maint	101,988	114,691	63,745	65,657
PERS _Cust Svc	81,999	89,816	46,617	48,015
PERS _Finance	85,099	88,142	73,303	75,502
PERS _Hum Res	28,929	37,632	34,930	35,978
PERS _Info Tech	28,293	17,107	47,336	48,756
PERS _Mech	220,319	228,403	147,207	151,623
PERS _OP-FT	1,516,895	1,606,279	1,018,138	1,048,682
PERS _Plan/Mktg	168,153	228,855	70,201	72,307
PERS _Proc/Inv	18,010	2,770	38,571	39,728
PERS _Sched	21,299	23,571	19,176	19,751
PERS _Sfty & Train	11,219	19,997	3,099	3,192
PERS _Svc Work	102,238	102,018	73,923	76,141
PERS _Transp	278,416	323,620	182,393	187,865

Account Description	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget
PERS _Veh Maint Adm	112,402	145,734	39,601	40,789
GM Retirement _Gen Admin	18,000	19,000	19,000	19,570
Medical Insurance _Admin	328,167	367,357	479,176	598,970
Medical Insurance _Bldg Maint	48,356	55,295	55,251	69,064
Medical Insurance _Cust Svc	39,277	44,878	42,460	53,075
Medical Insurance _Finance	25,492	47,757	22,785	28,481
Medical Insurance _Hum Res	7,857	17,489	23,436	29,295
Medical Insurance _Info Tech	-	-	23,436	29,295
Medical Insurance _Mech	310,048	449,507	374,718	468,397
Medical Insurance _OP-FT	572,300	776,455	603,971	754,963
Medical Insurance _Plan/Mktg	78,321	94,570	38,052	47,565
Medical Insurance _Proc/Inv	-	-	26,030	32,537
Medical Insurance _Sched	6,756	8,014	7,587	9,484
Medical Insurance _Sfty & Train	9,540	10,418	19,616	24,520
Medical Insurance _Svc Work	302,484	348,739	374,123	467,654
Medical Insurance _Transp	83,433	94,599	107,421	134,277
Medical Insurance _Veh Maint Adm	51,189	67,758	31,439	39,299
Cafeteria Plan _Admin	645,282	733,595	63,397	79,246
Cafeteria Plan _Bldg Maint	-	-	77,492	96,865
Cafeteria Plan _Cust Svc	-	-	75,426	94,282
Cafeteria Plan _Finance	-	-	45,755	57,194
Cafeteria Plan _Info Tech	-	-	33,044	41,304
Cafeteria Plan _OP-FT	1,451,535	1,598,279	1,500,125	1,875,156
Cafeteria Plan _Plan/Mktg	-	-	64,451	80,564
Cafeteria Plan _Proc/Inv	-	-	35,349	44,187
Cafeteria Plan _Sched	-	-	12,489	15,611
Cafeteria Plan _Sfty & Train	-	-	8,138	10,172
Cafeteria Plan _Transp	-	-	174,554	218,193
Cafeteria Plan _Veh Maint Adm	-	-	39,887	49,859
OPEB _Gen Admin	295,816	300,000	300,000	375,000
Dental _Admin	8,519	10,620	6,075	7,594
Dental _Bldg Maint	13,267	12,442	17,441	21,801
Dental _Cust Svc	9,501	11,221	9,240	11,550
Dental _Disp & Sup	-	-	26,410	33,012
Dental _Finance	8,581	9,668	7,667	9,584
Dental _Hum Res	2,201	870	3,635	4,544
Dental _Info Tech	-	-	4,620	5,775
Dental _OP-FT	196,701	235,340	155,091	193,864
Dental _OP-PT	-	-	508	635
Dental _Plan/Mktg	15,522	18,450	7,159	8,949
Dental _Proc/Inv	-	-	4,843	6,053
Dental _Sched	1,399	1,553	45,278	56,598
Dental _Sfty & Train	2,292	2,505	2,421	3,027
Dental _Transp	32,014	35,093	7,041	8,802

Account Description	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget
Dental _Veh Maint Adm	9,968	10,725	5,363	6,704
Life _Admin	4,151	4,566	5,544	6,930
Life _Bldg Maint	4,502	4,572	5,191	6,489
Life _Cust Svc	3,700	4,070	3,885	4,856
Life _Finance	4,598	5,174	5,040	6,300
Life _Hum Res	1,478	2,734	2,570	3,213
Life _Info Tech	-	-	3,068	3,835
Life _OP-FT	66,104	81,471	64,672	80,840
Life _Plan/Mktg	13,099	15,194	5,378	6,723
Life _Proc/Inv	-	-	1,741	2,176
Life _Sched	835	918	876	1,095
Life _Sfty & Train	840	924	882	1,103
Life _Svc Work	-	2,000	1,607	2,008
Life _Transp	9,786	10,764	11,416	14,270
Life _Veh Maint Adm	5,813	4,899	2,182	2,727
Workers Compensation _Admin	68,196	63,360	63,360	79,200
Workers Compensation _Bldg Maint	40,874	37,976	37,976	47,470
Workers Compensation _Cust Svc	35,125	32,630	32,630	40,788
Workers Compensation _Finance	46,872	43,547	43,547	54,434
Workers Compensation _Hum Res	31,227	29,014	29,014	36,268
Workers Compensation _Info Tech	27,826	25,846	25,846	32,308
Workers Compensation _Mech	119,084	110,629	110,629	138,286
Workers Compensation _OP-FT	1,065,028	989,406	989,406	1,236,758
Workers Compensation _Plan/Mktg	49,249	45,751	45,751	57,189
Workers Compensation _Proc/Inv	25,605	23,786	23,786	29,733
Workers Compensation _Sched	7,935	7,366	7,366	9,208
Workers Compensation _Sfty & Train	7,989	7,418	7,418	9,273
Workers Compensation _Svc Work	51,554	47,890	47,890	59,863
Workers Compensation _Transp	119,567	111,078	111,078	138,848
Workers Compensation _Veh Maint Adm	32,760	30,439	30,439	38,049
Uniforms _OP-FT	40,177	55,000	55,000	55,000
Uniforms _Veh Maint	29,747	32,000	42,000	42,000
DOT Exams _OP-FT	11,858	15,000	15,000	15,000
EAP _Gen Admin	5,080	15,000	15,000	15,000
Mechanics Tool Allowance _Veh Maint	10,498	15,000	20,000	20,000
Employee Wellness Program _Admin	731	968	968	968
Employee Wellness Program _Bldg Maint	1,322	1,751	1,751	1,751
Employee Wellness Program _Cust Svc	1,360	1,802	1,802	1,802
Employee Wellness Program _Finance	545	722	722	722
Employee Wellness Program _Hum Res	224	297	297	297
Employee Wellness Program _Mech	2,045	2,708	2,708	2,708
Employee Wellness Program _OP-FT	13,759	18,223	18,223	18,223
Employee Wellness Program _Svc Work	1,639	2,171	2,171	2,171
Employee Wellness Program _Transp	1,580	2,093	2,093	2,093

Account Description	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget
Employee Wellness Program _Veh Maint Adm	955	1,265	1,265	1,265
Substance Abuse Program _Gen Admin	14,770	19,000	10,000	19,000
Fringe Benefits Total	12,307,136	13,743,233	11,459,431	13,276,713
Services				
Agency Fees/Public Info _Gen Admin	50	50	50	50
Auditor Fees _Gen Admin	66,441	61,000	61,000	63,000
Bank Service Charge _Gen Admin	1,017	3,000	3,000	3,000
Bid/Hearing Notices _Gen Admin	536	900	6,490	5,000
Clipper Fees _Gen Admin	109,432	115,000	105,536	120,000
Commuter Ck Processing Fee _Gen Admin	298	500	100	100
Financial Services _Gen Admin	21,655	12,500	37,998	38,000
Legal Fees _Gen Admin	580,563	450,000	384,348	500,000
Lobbyist _Gen Admin	10,000	36,000	44,000	72,000
Management Services _Gen Admin	45,233	100,000	100,000	100,000
Payroll Services _Gen Admin	113,184	95,000	115,142	110,000
PERS File Upload Expense _Gen Admin	7,956	8,000	11,018	12,000
HR Background Checks _Gen Admin	16,286	10,000	10,000	10,000
Recruitment _Gen Admin	10,106	20,000	10,000	10,000
Temporary Help _Gen Admin	-	25,000	20,000	25,000
UI Cost Control Services _Gen Admin	-	-	5,000	5,000
IT Contracts _Gen Admin	292,627	485,000	479,609	500,000
IT Supplies/Replacement _Gen Admin	116,279	40,000	22,025	30,000
Radio Maintenance Service _Veh Ops	-	12,000	12,000	12,000
Bldg Maint Services _Fac Maint	92,023	120,000	120,000	120,000
CleverDevice-MaintenanceService _Veh Ops	277,429	299,000	286,252	313,950
Contract Service Cleaning _Gen Admin	-	3,600	3,600	3,600
Emission Control Expense_Veh Maint	65,410	85,000	85,000	85,000
Fire Monitoring_Gen Admin	8,457	8,000	10,000	10,000
Freight In/Out _Veh Maint	12,715	11,000	12,650	12,650
Hazardous Waste Handling_Veh Maint	74,050	115,000	115,000	115,000
Landscape Services_Fac Maint	74,200	95,000	95,000	95,000
Office Equip Maint Service_Fac Maint	24,126	25,000	25,000	25,000
Security Services _Gen Admin	129,468	125,000	131,823	135,000
Support Veh Maintenance Exp_Veh Maint	8,647	18,000	18,000	18,000
SVR, Body_Veh Maint	92,871	125,000	125,000	140,000
SVR, Diffs/Radiators_Veh Maint	-	25,500	25,500	27,000
SVR, Engine_Veh Maint	111,374	217,500	217,500	150,000
SVR, Mach/Hydrl/Tow_Veh Maint	11,585	15,000	15,000	15,000
SVR, Trans_Veh Maint	13,832	50,600	50,600	50,600
SVR, Upholstry/Glass_Veh Maint	3,022	14,000	14,000	14,000
SVR-Electric Bus Repair_Veh Maint	14,969	75,000	75,000	90,000
Waste Removal_Fac Maint	27,757	26,000	26,000	26,000
Other Services_Gen Admin	-	30,000	30,000	30,000
Telematics Expense_Veh Maint	-	-	65,000	65,000

Account Description	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget
Mobility Services _Gen Admin	6,391	25,000	25,000	25,000
Planning Studies _Gen Admin	-	450,000	90,516	359,484
Promotions_Bus	183,433	155,000	75,429	155,000
Schedules/Graphics_Marketing	80,931	60,000	60,000	60,000
Schedules/Graphics_Transportation	-	6,000	6,000	6,000
Service Development _Gen Admin	87,546	150,000	75,000	150,000
In-Service Monitoring _Gen Admin	-	5,000	5,000	5,000
Other _Gen Admin	17,767	-	-	-
Services Total	2,809,664	3,808,150	3,310,185	3,916,434
Materials and Supplies				
Diesel Fuel _Veh Ops	2,002,281	2,400,000	2,117,842	1,950,000
Gasoline _Veh Maint	23,101	30,000	22,706	30,000
Oil & Lubricants _Veh Ops	107,577	96,000	116,000	116,000
Electric Trolley PG&E Utility _Veh Ops	81,226	90,000	62,508	90,000
Tires - Revenue Vehicles _Veh Ops	218,287	220,000	244,976	231,000
Office Supplies _Disp & Sup	-	-	3,000	3,000
Office Supplies _Fac Maint	7,054	3,200	9,538	4,500
Office Supplies _Veh Maint	-	25,000	25,000	25,000
Office Supplies_General Admin	38,499	35,000	35,000	35,000
Postage _Gen Admin	7,951	9,000	10,000	10,000
Safety Supply _Veh Ops	963	5,000	5,000	5,000
Tix, Pass, Transfers	6,171	1,500	1,000	1,500
Training Supplies _Veh Ops	2,272	5,000	5,000	5,000
Transport Supplies _Veh Ops	22,194	14,000	14,000	6,000
Office & IT Equipment _Gen Admin	9,169	30,000	16,398	50,000
Clipper Relief Cards_Veh Ops	264	-	-	-
Bldg Repair Supply _Fac Maint	119,457	95,000	95,000	95,000
Coach Repair Parts _Veh Maint	580,256	625,000	769,845	718,750
CSS Antifreeze _Veh Maint	10,753	8,500	8,500	8,500
CSS Cleaning supplies _Veh Maint	17,492	16,000	24,620	16,000
CSS Gases _Veh Maint	14,790	8,500	18,098	10,000
CSS Safety supplies _Veh Maint	12,106	48,000	35,000	48,000
CSS Soaps _Veh Maint	5,041	6,000	7,794	8,000
Equipment/Garage Supply _Veh Maint	74,417	35,000	54,999	39,000
Janitorial Supplies _Fac Maint	42,230	38,500	41,847	45,000
Landscape Supply _Fac Maint	-	3,000	3,000	3,000
Obsolete Parts Write-Off _Veh Maint	-	50,000	50,000	50,000
Oil Analysis _Veh Maint	8,250	8,500	9,900	9,900
Shelter/Stop Supply _Fac Maint	1,748	8,000	8,000	8,000
Materials and Supplies Total	3,413,548	3,913,700	3,814,570	3,621,150
Utilities				
Cellular Phone _Gen Admin	65,149	80,000	75,000	72,000
Gas and Electric _Gen Admin	267,591	235,000	310,709	293,750
Phone_Gen Adm	46,504	43,000	37,985	40,000

Account Description	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget
Water_Gen Adm	30,989	37,000	43,416	44,400
Utilities Total	410,233	395,000	467,109	450,150
Casualty and Liability				
Liability Premiums _Gen Admin	767,688	870,000	850,312	1,047,831
Liability Premiums _Veh Maint	100,145	150,000	138,444	129,364
Property Premiums _Gen Admin	40,837	60,000	38,973	51,000
Other Premiums _Gen Admin	39,881	50,000	45,652	55,000
Liability Losses _Veh Maint	189,862	210,000	210,000	250,000
Casualty and Liability Total	1,138,413	1,340,000	1,283,381	1,533,195
Taxes and Fees				
Fuel Storage Tank Fee _Veh Ops	11,320	13,000	13,000	15,600
License/Registration _Veh Ops	2,703	3,400	3,400	3,400
Property Tax _Gen Admin	10,538	11,000	11,977	14,372
Sales Tax _Veh Maint	348,755	400,000	344,064	350,000
Use and Other Taxes _Veh Ops	5,735	7,000	5,910	7,000
Taxes and Fees Total	379,051	434,400	378,351	390,372
Other Operating				
Business Expense _Plan/Mktg	-	-	132	500
Business Expense _Transportation	-	-	8,000	8,000
Business Expense _Veh Maint	-	2,000	2,000	2,000
Business Expense_Admin	6,472	8,000	14,076	10,000
Business Expense_Finance	-	-	264	500
Employee Functions	38,696	60,000	60,000	45,000
Employee Recognition _Gen Admin	1,960	3,000	7,000	3,000
Employee Recognition _Plan/Mktg	-	-	838	1,000
Membership Dues-APTA _Gen Admin	35,500	36,750	35,500	40,000
Membership Dues-CTA _Gen Admin	16,000	16,500	16,000	17,000
Membership Dues-Other _Gen Admin	4,949	7,500	7,500	8,000
Training & Subscriptions _Gen Admin	27,748	46,000	25,000	25,000
Training & Subscriptions _TRANSP	-	-	25,000	25,000
Training & Subscriptions _Veh Maint	70	50,000	30,000	50,000
Travel Expenses - Board _Gen Admin	10,683	25,000	25,000	25,000
Travel Expenses - Staff _Gen Admin	104,639	110,000	121,260	120,000
Other Miscellaneous Expenses _Gen Admin	93	1,500	1,500	1,500
Other Operating Total	246,810	366,250	379,070	381,500
Leases and Rentals				
Capital Leases - Equipment Leases	13,670	15,000	10,000	15,000
Leases and Rentals Total	72,266	70,000	65,171	75,000
Purchased Transportation				
PT Contract _Veh Ops _Other Arrang_COVID	-	10,000	-	-
Contingency Expense				
Contingency Expense	-	500,000	-	500,000
Contingency Total	-	500,000	-	500,000
FIXED ROUTE TOTAL	36,658,453	43,269,203	38,434,189	41,927,744

Account Description	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget
PARATRANSIT				
Wages	331,137	339,883	295,077	319,126
Fringe Benefits	159,893	239,253	209,974	246,078
Services				
Agency Fees/Public Info _Gen Admin	-	-	730	1,000
Legal Fees _Paratransit	36,554	25,000	56,566	40,000
Radio Maintenance Service _Veh Maint	13,950	10,000	15,000	16,000
Software Maint Services _Gen Admin	49,786	100,000	72,832	71,000
Software Maint Services _LAVTA ADA	-	-	19,980	20,000
Bldg Maint Services_Fac Maint	720	5,000	5,000	5,000
Waste Removal_Fac Maint	-	-	100	1,000
Promotions_Paratransit	-	15,000	5,247	15,000
Travel Training Services _Gen Admin _Meas J	19,164	60,000	30,000	59,000
Paratransit Services Other _Gen Admin	6,469	10,000	5,000	10,000
Services Total	126,643	225,000	210,455	238,000
Materials and Supplies				
Office Supplies _Gen Admin	1,249	4,000	2,000	2,000
Tix, Pass, Transfers _Veh Ops	-	-	2,000	2,000
Materials and Supplies Total	1,249	4,000	4,000	4,000
Utilities				
Cellular Phone _Gen Admin	27,429	30,000	32,000	30,000
Gas and Electric _Gen Admin	28,429	30,000	34,625	36,000
Utilities Total	55,858	60,000	66,625	66,000
Casualty and Liability				
Liability Premiums _Gen Admin	8,771	10,245	9,703	11,998
Property Premiums _Gen Admin	7,207	7,928	6,878	9,000
Casualty and Liability Total	15,978	18,173	16,581	20,998
Other Operating				
Training & Subscriptions _Gen Admin	897	10,000	10,000	10,000
Other Operating Total	897	10,000	10,000	10,000
Purchased Transportation				
PT Contract _Alamo Creek	139,319	155,000	145,790	155,000
PT Contract _BART ADA	7,913	9,024	229,018	250,088
PT Contract _Choice in Aging	311,443	315,000	315,000	315,000
PT Contract _Go San Ramon	-	5,000	5,000	5,000
PT Contract _LAVTA ADA	1,785,272	2,005,115	1,824,314	1,992,151
PT Contract _LINK ADA	6,364,523	6,670,907	7,132,355	7,724,633
PT Contract _One Seat-LAVTA	44,200	41,089	50,820	61,346
PT Contract _One Seat-LINK	339,513	339,133	451,488	493,025
PT Contract _One Seat-Tri Delta	294,607	271,926	478,358	576,264
PT Contract _One Seat-West Cat	37,683	42,420	35,901	43,354
PT Fuel _BART ADA	1,407	2,135	377	415
PT Fuel _LINK ADA	545,608	609,068	555,855	611,440

Account Description	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimated Actual	FY 2026 Proposed Budget
PT Fuel _One Seat-LAVTA	2,853	2,439	2,736	3,010
PT Fuel _One Seat-LINK	20,776	22,909	23,743	26,117
PT Fuel _One Seat-Tri Delta	13,579	15,473	15,101	16,611
PT Fuel _One Seat-West Cat	2,169	2,438	2,095	2,304
Purchased Transportation Total	9,910,865	10,509,076	11,267,950	12,275,758
PARATRANSIT TOTAL	10,602,520	11,405,385	12,080,662	13,179,960

To: Board of Directors

Date: May 7, 2025

From: Kyle Boehm, Grants Administrator

Reviewed by: AMS

SUBJECT: Resolution of Support – Community Project Funding

Background:

For fiscal year 2026, Congress will be providing federal funding for a select number of Community Projects through the appropriations process. Under this process, County Connection has submitted a proposal for a solar-integrated battery storage system to Congressman DeSaulnier for consideration on behalf of California's 10th Congressional District.

County Connection's request is for \$4,000,000 to support the purchase and installation of a five-to-10 MWh battery storage system. Investing in an on-site solar-integrated battery storage system is a critical step for County Connection to sustainably power its facility and future fleet of zero emission buses. This project will provide the necessary infrastructure to store solar energy generated during daylight hours, ensuring a reliable power supply for charging and fueling zero emission vehicles. The project will also supply a vital backup power source for County Connection's facilities during electric outages, thereby enhancing operational reliability. County Connection has already secured \$15,950,000 through California's Transit and Intercity Rail Capital Program (TIRCP) to construct 90,000 square feet of solar panels which will be used to charge the batteries. This battery storage project is a logical and essential next phase, ensuring that the generated solar energy can be effectively stored and utilized to power County Connection, contributing to a more resilient and sustainable transit system.

As part of the request, County Connection is required to submit supporting documentation, including a resolution of support for this year's project submission and the specific amount requested.

Recommendation:

The Marketing, Planning, and Legislation (MP&L) Committee and staff recommend that the Board adopt a resolution of support for County Connection's submission to Congressman DeSaulnier for the Community Project Funding process.

Action Requested:

The MP&L Committee and staff request that the Board of Directors adopt Resolution No. 2025-25, which expresses support for County Connection's submission to Congressman DeSaulnier for a \$4,000,000 Community Project Funding request for a solar-integrated battery storage system.

Attachment: RESOLUTION 2025-25

RESOLUTION NO. 2025-025

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

* * *

**EXPRESSING SUPPORT FOR THE FISCAL YEAR 2026 COMMUNITY PROJECT FUNDING REQUEST FOR THE
SOLAR-INTEGRATED BATTERY STORAGE SYSTEM PROJECT APPLICATION UNDER THE FEDERAL
COMMUNITY PROJECT**

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("CCCTA"), a joint exercise of powers agency created under California Government Code Section 6500 *et seq.*, for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions and certain unincorporated portions of Contra Costa County ("Service Area");

WHEREAS, the U.S. House of Representatives has issued a call for applications to the Community Project Funding ("CFP") program;

WHEREAS, the CFP program is a set of earmarked funding requests from each Congress member;

WHEREAS, Congressman Mark DeSaulnier represents California's 10th Congressional District, which includes CCCTA's Service Area;

WHEREAS, investing in an on-site solar-integrated battery storage system is a critical step for CCCTA to sustainably power its facility and future fleet of zero-emission vehicles;

WHEREAS, CCCTA desires to take the necessary actions to achieve critical project development for the maximum benefit of the community;

WHEREAS, CCCTA has already secured \$15,950,000 through California's Transit and Intercity Rail Capital Program ("TIRCP") to construct 90,000 square feet of solar panels which will be used to charge the batteries;

WHEREAS, staff has determined that investing in battery storage is a logical and essential next phase, ensuring that the generated solar energy can be effectively stored and utilized to power CCCTA, contributing to a more resilient and sustainable transit system;

WHEREAS, staff has determined that the CFP program offers the best opportunity for CCCTA to procure the solar-integrated battery storage system; and

WHEREAS, staff recommends and the Marketing, Planning and Legislation Committee concurs that the Board of Directors expresses support for the application to Congressman DeSaulnier for a \$4,000,000 CFP request to support the purchase and installation of a five-to-10 MWh solar-integrated battery storage system.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority expresses support for the application to Congressman DeSaulnier for a \$4,000,000 Community Project Funding request to support the purchase and installation of a five-to-10 MWh solar-integrated battery storage system; and

BE IT FURTHER RESOLVED that the General Manager or designee is authorized to take any other actions necessary to give effect to this Resolution.

Regularly passed and adopted this 15th day of May, 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Kevin Wilk, Chair, Board of Directors

ATTEST: _____
Lathina Hill, Clerk to the Board

To: Board of Directors

Date: 5/8/2025

From: Pranjal Dixit, Manager of Planning

Reviewed by: AMS

SUBJECT: IDEA Transit Signal Priority (TSP) Update

Background:

County Connection has been working in partnership with the Contra Costa Transportation Authority (CCTA), the Cities of Concord and Walnut Creek, and the Metropolitan Transportation Commission (MTC) on various projects to deploy a centralized conditional Transit Signal Priority (TSP) system on certain County Connection buses along corridors within the partner cities, with hopes of eventually expanding systemwide in the future. The TSP system will provide real-time changes to traffic signal timing in response to automated requests from buses by either extending a green phase or shortening a red phase.

IDEA TSP Project:

MTC developed the IDEA Grant Program to fund advanced technology deployments on arterial roadways, aiming to enhance mobility, sustainability, and safety across all transportation modes. The program's core goals include improving travel time and reliability for vehicles and transit, enhancing safety, reducing emissions, and increasing proficiency in advanced arterial operations. Through this initiative, Concord and Walnut Creek were each awarded nearly \$800,000 in 2018 to implement transit TSP systems along designated corridors.

This pilot project, a collaboration between County Connection, CCTA, and the Cities of Walnut Creek and Concord, targets bus priority on Walnut Creek Routes 4 and 5, and Concord Routes 15 and 20. TSP systems have been installed at 66 signalized intersections as shown in Figure 1. Currently, 31 County Connection buses are equipped with this technology, with plans to equip an additional 28 buses, bringing the total to 59. Notably, several other County Connection routes (1, 9, 10, 11, 14, 16, 17, 19, 20, 21, 28, 91X, 92X, 93X, 95X, 96X, 301, 310, 311, 314, 315, 320, and 321) also intersect with these corridors and stand to benefit from the TSP system once more buses are so equipped.

To assess the impact of the TSP system, CCTA contracted Advanced Mobility Group (AMG) to conduct a before-and-after study. AMG collected data on on-time performance, bus travel times, and signal delay both before and after this pilot phase of TSP implementation. The study comprised two analysis periods: "After" (with the TSP system turned on) from September 16th to October 6th, 2024, and "Before" (with the TSP system turned off) from October 7th to October 28th, 2024. The "After" study began first to

allow for necessary fine-tuning and verification of the TSP system and signals before conducting data collection for the evaluation.

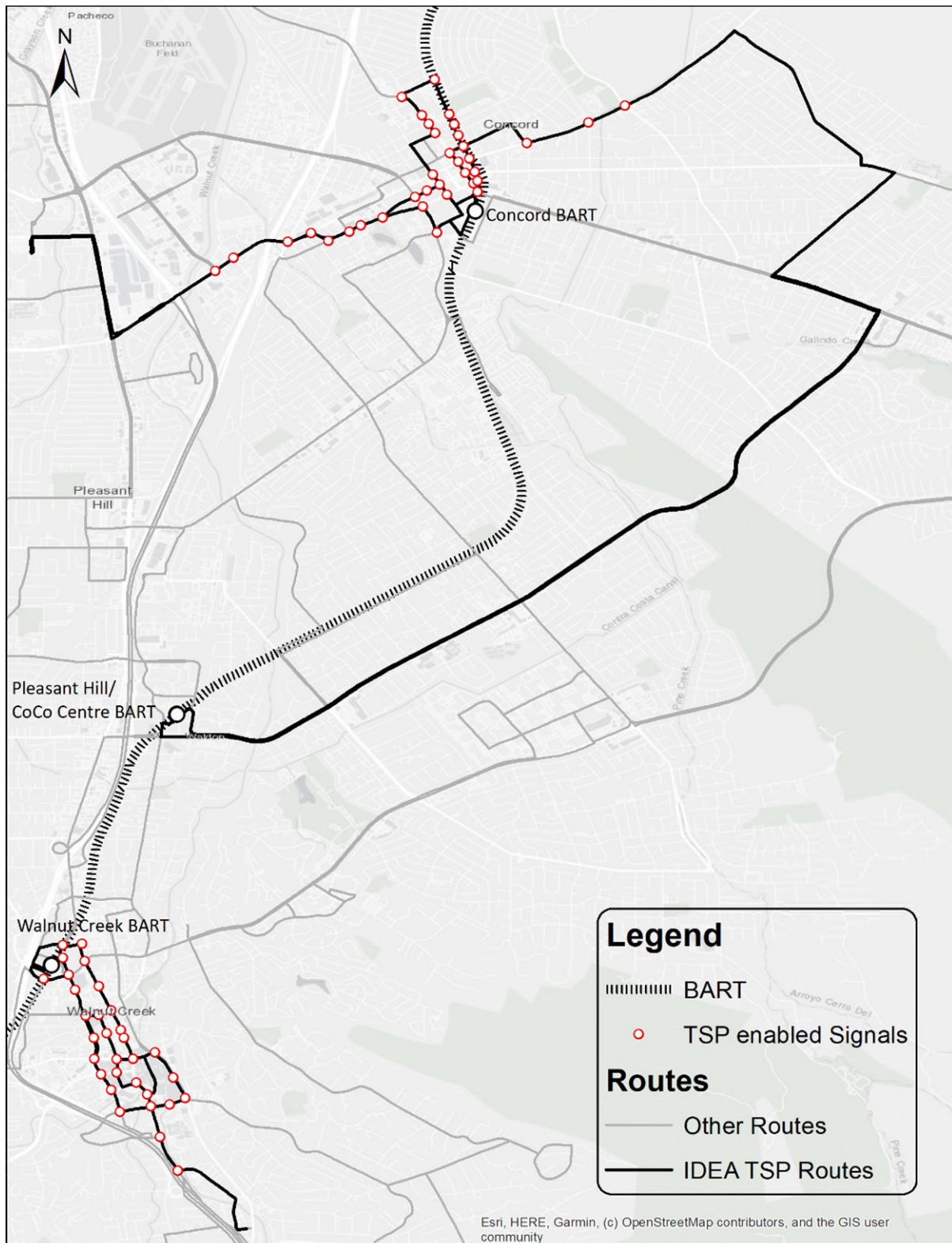


Figure 1: IDEA TSP Signals

The preliminary analysis showed the following improvements on all routes:

- 17% reduction in signal delay time for buses (i.e. the time a bus spends waiting at a red light).
- 6% reduction in overall bus travel times
- 1.9% greater on-time performance, 3.1% fewer late departures
- Improved bus progression through multiple successive signals with fewer stops at signals
- Estimated decrease in bus fuel consumption by approximately 309 gallons per year, resulting in an annual reduction of nearly 6,314 pounds of greenhouse gas (GHG) emissions.

During the evaluation, Routes 4 and 5, which are typically served by electric buses equipped with TSP, experienced fleet availability issues due to charging equipment problems. Consequently, TSP-equipped buses were in service only 35-50% of the time on average. Despite this limited deployment, the TSP system still yielded significant reductions in signal delays.

By leveraging County Connection's existing real-time tracking systems, the implementation of a TSP is projected to yield \$3.95 million in benefits over a decade, stemming from travel time savings, fuel consumption reduction, and GHG emission reductions.

Financial Implications:

None. For information only.

Recommendation:

None, for information only.

Action Requested:

None, for information only.

Attachments:

None

To: Board of Directors

Date: 5/2/2025

From: J. Scott Mitchell, Chief Operating Officer

Reviewed by: *W.C.*

SUBJECT: Diesel Fuel Tank Replacement

Background:

Staff came to the Board in September 2024 and received authorization to replace two (2) single-wall 25,000 gallon underground fuel tanks with two (2) double-wall underground tanks in order to meet new underground fuel tank regulations. The Board adopted Resolution No. 2025-06 authorizing the General Manager to release a purchase order and Letter to Proceed to Blue1 Energy Equipment for the purchase of two (2) fuel tanks, including shipment to the Concord facility, not to exceed \$481,573.

Staff has spent additional time meeting with contractors and Contra Costa Health Services Hazardous Material programs and have determined that we should change the scope of this project to close the existing two (2) 25,000 gallon underground fuel tanks, leave them in place, and replace them with two (2) above-ground 25,000 gallon tanks.

Installing the tanks above ground will lower the cost of the project. It will also reduce the operational disruption that would be caused by having to break concrete to remove and replace the underground tanks.

Option 1:

Purchase two (2) above-ground fuel tanks and related hardware from Source Fueling Equipment Solutions using Sourcewell Contract pricing and then issue an IFB for installation to meet public contracting regulation.

Option 2:

Release an IFB for Replacement of Fuel Tanks, including materials and labor in one Bid package.

Financial Implications:

TDA Capital: \$390,210
For two (2) 25,000 gallon double-wall above ground tanks

Recommendation:

The O&S Committee recommend that the Board of Directors at its May 15, 2025, meeting, adopt Resolution No. 2025-024 authorizing the General Manager to approve the purchase of two (2) fuel

tanks and related equipment from Source Fueling Equipment Solutions using pricing from Sourcewell Contract #092920-TAN. Purchase not to exceed \$390,210.

Action Requested:

The O&S Committee recommend that the Board of Directors at its May 15, 2025, meeting, adopt Resolution No. 2025-24 authorizing the General Manager to release a purchase order and Letter to Proceed to Source Fueling Equipment Solutions for the purchase of two (2) fuel tanks. Total cost of the fuel tanks, including shipping to Concord facility, not to exceed \$390,210.

Attachment:

Resolution No. 2025-024

RESOLUTION NO. 2025-024

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

AUTHORIZING THE GENERAL MANAGER OR DESIGNEE TO ISSUE A PURCHASE ORDER AND LETTER TO PROCEED TO SOURCE FUELING EQUIPMENT SOLUTIONS FOR PURCHASE OF TWO FUEL TANKS AND RELATED EQUIPMENT FOR AN AMOUNT NOT TO EXCEED \$390,210

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

WHEREAS, in 1981, CCCTA installed two 25,000 gallon single-walled diesel fuel tanks to hold fuel for its buses;

WHEREAS, the State Water Resources Control Board issued changes to the underground storage tank regulatory program, which require single-walled fuel tanks to be replaced or permanently closed by December 31, 2025;

WHEREAS, on September 19th 2024, the CCCTA Board of Directors ("Board") adopted Resolution No. 2025-06 authorizing the General Manager to release a purchase order and Letter to Proceed to Blue1 Energy Equipment for the purchase of two (2) fuel tanks, including shipment to the Concord facility, not to exceed \$481,573 to replace the two (2) underground storage tanks;

WHEREAS, after further discussions with contractors and the Contra Costa Health Services Hazardous Material Programs personnel, staff concluded that it is in the best interest of CCCTA to close the existing two (2) 25,000 gallon underground fuel tanks, leave them in place, and replace them with two (2) above-ground 25,000 gallon tanks;

WHEREAS, Sourcewell, a cooperative purchasing program, offers government agencies competitive pricing and contract terms for commonly used goods and services;

WHEREAS, Sourcewell Contract #092920-TAN offers competitive pricing for 25,000-gallon double-walled fuel tanks and related equipment from Source Fueling Equipment;

WHEREAS, staff has determined that the proposed costs for the purchase and setup of the fuel tanks and associated equipment are fair and reasonable; and

WHEREAS, staff recommends and the Operations and Scheduling Committee concurs that the Board of Directors authorize the General Manager or designee to issue a purchase order and Letter to Proceed to Source Fueling Equipment for two (2) 25,000-gallon double-walled fuel tanks, and related equipment, for an amount not to exceed \$390,210.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority authorizes the General Manager or designee to issue a purchase order and Letter to Proceed to Source Fueling Equipment for two (2) 25,000-gallon double-walled fuel tanks, and related equipment, for an amount not to exceed \$390,210, in a form approved by legal counsel; and

BE IT FURTHER RESOLVED that the General Manager or designee is authorized to take any other actions necessary to give effect to this Resolution.

Regularly passed and adopted this 15th day of May, 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Kevin Wilk, Chair, Board of Directors

ATTEST: _____
Lathina Hill, Clerk to the Board

To: Board of Directors

Date: 5/7/2025

From: Rosa Noya, Manager of Accessible Services

Reviewed by: JS

SUBJECT: Appointment to Advisory Committee Representing City of Pleasant Hill

Background:

On April 21, 2025, the Pleasant Hill City Council appointed John Crowe to serve on County Connection's Advisory Committee as the primary member representing the City of Pleasant Hill. This appointment will be for an unfilled term that will expire June 30, 2026.

Financial Implications:

None.

Recommendation:

Staff recommends Board approval of the appointment of John Crowe as the primary representative for the City of Pleasant Hill on County Connection's Advisory Committee.

Action Requested:

Staff requests the appointment of John Crowe be approved by the Board, effective May 16, 2025, through June 30, 2026.

Attachments:

Attachment 1: City of Pleasant Hill Application.

Attachment 2: City of Pleasant Hill Letter of Appointment



APPLICATION FOR BOARDS, COMMISSIONS AND COMMITTEES*

*Measure K Oversight Committee and Contra Costa Transportation Authority - submit different application. See online or contact Juanita Davalos at jdavalos@pleasanthillca.org

SUMMARY OF BACKGROUND AND EXPERIENCE

(Applications Received Are Public Record)

First Name *

JOHN

Last Name *

CROWE

Street Address *

724 Duke Circle

City *

Pleasant Hill

State *

CA

Zip Code *

94523

Cell Phone *

9253914351

Daytime Phone *

9253914351

Occupation *

Manager

Employer *

SP Plus

Email Address (Type "None" if no email address) *

johncrowe2011@gmail.com

Do you live in Pleasant Hill? * If yes, how many years? Are you a U.S. Citizen?

Yes ▾

11

Yes ▾

(Planning Commission candidates must be U.S. Citizens and be a Pleasant Hill resident for at least one year)

Can you attend daytime meetings? * Can you attend night meetings? *

Yes ▾

Yes ▾

How did you learn about the vacancy(ies) you are applying for? *

- City's Outlook newsletter (in mail)
- City's biweekly Update (e-news)
- Vacancy Notice posting (at City Hall, Library or other location)
- Other (friend, etc.). Please specify:

High School Attended

Lenox Memorial High School

Did you graduate?

Yes ▼

College Attended

Hesser College

Did you graduate?

Yes ▼

Graduate School Attended

Did you graduate?

▼

Trade or Special School Attended

Do you have any special skills or knowledge that you believe would be helpful in serving on the commission or committee in which you have expressed an interest? Explain. *

Commercial Driver License with Passenger & Airbrake endorsements
40 years of transit experience

95/500 characters

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application. *

Have managed or oversee all modes of transit at SFO, OAK and SJC. Managed the Marguerite Shuttle at Stanford University as well.

128/500 characters

Please attach a copy of your resume.

[Resume -John Crowe.docx](#) (143 KB)

Sign your name in the Signature box below: *

John R. Grove

[clear](#)

Date *

04/01/2025



Please select the commission/committee/boards that you are interested in serving on, and indicate your priority preference. When vacancies occur, all applicants will be considered by the City Council Interview and Nominating subcommittee, and a recommendation will be forwarded to the full City Council for final appointment. Applications may be submitted at anytime, and will be kept on file until considered or up to one year.

I am interested in serving on the following (indicate by numerical order your preference if selecting more than one):

▼

ARCHITECTURAL REVIEW COMMISSION

Reviews site plans, architectural structures and signing related to new development in Pleasant Hill. Must have demonstrated talent and interest in aesthetics and architectural design through experience, training, education or occupation. (5 members - residency in Pleasant Hill is not required.)

2 ▼

CIVIC ACTION COMMISSION

Organizes major events such as the summer concert series and Community Service Day. (9 members - must be Pleasant Hill residents.)

▼

COMMISSION ON AGING

Considers matters affecting the aging in the community; provides awareness of resources; and creates events of benefit to the aging population. (9 members - three may be under age 55 and up to three may live outside of Pleasant Hill.)

▼

DIVERSITY COMMISSION

Makes recommendations on diversity, social justice and equity training; plans inclusive and welcoming events; and makes policy recommendations regarding diversity and inclusion. (7 members - must be residents or up to three non-residents may be appointed if they own/work for a business in Pleasant Hill.)

▼

EDUCATION COMMISSION

Fosters communication and partnership among Pleasant Hill schools. (11 members - must reside in either Valley View or Pleasant Hill Middle School attendance areas.)

▼

PLANNING COMMISSION

Provides recommendations to the City Council on land use, zoning, General Plan, other planning related issues. (7 members - must be a U.S. citizen and reside in Pleasant Hill for at least one year prior to appointment.)

TRAFFIC SAFETY COMMISSION

Reviews traffic safety problems in the community and recommend actions. Candidates must be engaged in professional engineering, traffic safety, law enforcement or related vocational or professional pursuits which involve a technical and practical understanding of vehicular traffic systems.

OTHER

Write in the name of the commission, committee or board you are interested in below for which there is a vacancy as listed at that is not listed on this application.

Name of other commission, committee or board applying for not listed above:

For information on the application and appointment process, or for an application to be sent to you if submitting this form online is not an option, please contact Juanita Davalos at jdavalos@pleasanthillca.org or 925-671-5283.

John Crowe

PROFESSIONAL EXPERIENCE

January 2018 – Present
SP+ Transportation

General Manager
Oakland International Airport

- + Overall responsibility for managing and operating OAK Shuttle Bus System and Ground Transportation Management Services
- + Manage 77 employees in 24/7 operation including AOA (Airside) readiness
- + Responsible for operational and financial efficiencies Coordinate shuttle bus fleet preventative maintenance program
- + P & L responsibility
- + Provide Airport with proactive, creative solutions to commercial vehicle movements, curbside usage, fee collections, etc.

November 2015 – January 2018
Transdev Services, Inc.
(formerly Veolia Corporation)

General Manager, Shuttle Bus Transportation Services
Stanford University, Palo Alto, CA

- + Overall responsibility for managing and operating Stanford University's comprehensive campus and community-based Shuttle Bus System having fixed route and charter services operating 22 hours per day
- + Responsible for recruiting, screening, hiring, training and managing over 130 employees, including 115 Drivers
- + Responsible for shuttle fleet consisting of 88 shuttle buses of various types and sizes, and the maintenance of said fleet P & L responsibility
- + Reduced overtime from 18% to 6%
- + Increased Driver pool from 83 to 115 in eight months in highly competitive market

February 2012 – November 2015
SuperShuttle International

General Manager
San Francisco, CA

- + Overall responsibility for managing and operating shared ride services serving three San Francisco Bay area Airports
- + Increased franchise fleet by 11% and number of independent contractor operators with sedans by 26% in first 14 months
- + Directed the work of 116 franchisees, 31 independent contractors and 14 employees
- + Responsible for operating budget and weekly accounting reports
- + Worked closely with Airports Landside Operations



March 2002 – February 2012
ShuttlePort/Veolia Transportation

General Manager
Oakland International Airport

- + Overall responsibility for managing and operating OAK Shuttle Bus System and Ground Transportation Management Services including taxicabs and shared ride shuttle vehicles
- + Managed 100 employees in 24/7 ground transportation operation
- + Coordinated all communications with Company, Airport Landside Operations, Bay Area Rapid Transit (BART) and Alameda County Sheriff's Department
- + Acted as Human Resources Manager including negotiations with Teamsters Local 853, corrective actions and grievance hearings
- + Coordinated Safety Risk Management (SRM) process (including Quarterly Safety Meetings)
- + Directed the safe airfield movement of shuttle buses

February 2000 – March 2002
ShuttlePort / DAJA

Assistant General Manager
San Francisco International Airport

- + Directed staff of 113 Curbside Ambassadors in the Taxicab, Shared Ride Shuttle and Limousine Program's 24/7 operation
- + Coordinated all communications between Company and Airport Landside Operations, Airport Duty Managers and San Francisco Police
- + Served as Human Resources Manager including negotiations with two different Unions

August 1999 – November 1999
Waikiki Trolley and E Noa Tours

Assistant General Manager
Honolulu, HI

- + Oversaw operations of rapidly growing tour and transportation company having 208 employees
- + Directly managed 30 Customer Service Representatives who directed passengers and sold tickets (cash, credit card and vouchers) from 14 curbside locations
- + Oversaw six Managers and Transportation Supervisors and 16 Dispatch and Reservations personnel
- + Managed maintenance shop, bus yard, fleet and office custodial staff
- + Managed upkeep of fleet and kiosk advertising placards

EDUCATION

Hesser College • Portsmouth, NH • Associate of Arts, Business
California State University • Oakland, CA • Human Resources Management Executive Certificate Program





City of Pleasant Hill

City Clerk

April 21, 2025

John Sanderson
Director of ADA and Specialized Services
County Connection/CCCTA
2477 Arnold Industrial Way
Concord, CA 94520

Re: Appointment of John Crowe to the County Connection Advisory Committee

Dear John:

The Pleasant Hill City Council, at its meeting of April 21, 2025, approved forwarding a recommendation to the County Connection/CCCTA Board of Directors to nominate John Crowe for appointment as the primary representative for Pleasant Hill on the County Connection Advisory Committee. The recommendation is to complete the unfilled alternate position term through June, 2026.

Please notify John directly with information on next steps and confirmation of the Board's ratification. His application with contact information is attached. If you can also provide me with documentation of the Board's action it will be appreciated! Here is my contact information:

City of Pleasant Hill
Attn: Juanita Davalos, Administrative Analyst
100 Gregory Lane
Pleasant Hill, CA 94523

Thank you for your attention to this matter, and please let me know if you have any questions. I can be reached at jdavalos@PHillCA.gov or 925-671-5283.

Sincerely,

Juanita Davalos
Administrative Analyst II/Deputy City Clerk
City Manager's Office/Economic Development

Attachment: Application

cc: John Crowe

100 Gregory Lane, Pleasant Hill, CA 94523-3323 – (925) 671-5270

www.pleasanthillca.org

Central Contra Costa Transit Authority Citizens Advisory Committee Report to Board of Directors, May 2025

As per its bylaws, the purpose of the Central Contra Costa Transit Authority Citizens Advisory Committee (“Advisory Committee”) is to bring feedback to the County Connection Board of Directors reflecting the voices and needs of the communities, riders, and other stakeholders represented by our Advisory Committee members, and to disseminate information from County Connection back to these stakeholder groups within the community. As the Board members are aware, the Advisory Committee has struggled mightily in recent years with vacancies and meeting attendance, which is directly related to the continuing need to establish a more meaningful role for the Advisory Committee within the County Connection governance structure.

Vacancies

Within the last month James Donnelly, the Advisory Committee member representing the town of Danville, resigned from the committee. In his resignation email, on which Director Storer representing the same district was copied, former member Donnelly cited specifically as the reasons for his resignation the challenges in filling vacant seats on the Advisory Committee and in regularly obtaining a quorum at meetings, as well as the lack of relevance of the Advisory Committee’s role in general, while acknowledging the ongoing efforts that have been made to establish a more meaningful role for the Advisory Committee. He also specifically called upon the Board members to fulfill their obligation to take a more active role in appointing members to the Advisory Committee from their jurisdictions. Mr. Donnelly was an active and engaged member of the Advisory Committee, and his input will be missed, but he expressed several valid concerns that are shared by other members of the Advisory Committee.

With the resignation of Mr. Donnelly, the Advisory Committee currently consists of six members, with five seats vacant. The recent vacancy for the town of Danville joins the vacancies for San Ramon, Orinda, Lafayette, and Clayton. We did, however, have a new member attend our May meeting representing Pleasant Hill, a gentleman who has been a regular user of County Connection and will add great value to the committee based on his experience with the system as a user. We were also joined at our May meeting by the Advisory Committee member representing Moraga who previously was not receiving the meeting notices due to a clerical error that has been rectified, so we are inching slowly closer toward a full committee, or at least toward more regularly achieving a quorum.

Staff has reached out to the jurisdictions with vacant seats already to urge them to appoint a representative, but we renew our request that the Board members take a more active role in finding and appointing suitable candidates if they represent a district with a vacant seat on the Advisory Committee. Our current bylaws also allow for up to five “at large” members that can be approved directly by the Advisory Committee through a more efficient process, and staff has prepared an application form for persons interested in becoming an “at large” member of the Advisory Committee. The application will be posted on the website, and at our May meeting we discussed different avenues to disseminate information about the availability of “at large”

membership on the Advisory Committee and to distribute the application more broadly. Also, at our May meeting we discussed the potential for reaching out directly to persons or organizations that represent our target constituencies to request that they identify someone to apply for an “at large” seat. For instance, we lack a student voice on the Advisory Committee even though students are intended and frequent users of the fixed route system, so we discussed directly recruiting a student from a school within the service area, for example, to represent that constituency.

Recent Advisory Committee Meetings

The Advisory Committee held its regularly scheduled meetings in April and May 2025. In April we barely eked out a quorum, but that was inconsequential because our agendas are typically light and more ceremonial than substantive, as has been the case with most meetings since the undersigned joined the Advisory Committee in 2022. The April meeting was notable, however, due to an unusually large number of public attendees from the County Department of Health and Human Services. Committee member Sarah Birdwell (unincorporated county), who directs the travel training program, is actively engaged with several of County Connection’s core potential user groups through that program and regularly invites them to attend Advisory Committee meetings as members of the public to inform us of their needs and voice their concerns. At the May meeting we achieved a quorum and were once again joined by a large (for our committee) contingent of attendees from the public, approximately 10 people, this time from a senior living center in San Ramon, who provided feedback on route planning as it relates to their specific facility.

At our May meeting, prior to receiving the usual informational reports from staff regarding the performance of the fixed route and paratransit systems, we agendaized two related substantive issues that are discussed in more detail elsewhere in this report and directly affect the Advisory Committee’s ongoing viability: filling vacant seats and establishing a meaningful role for the Advisory Committee.

Meeting Schedule

At the May meeting the Advisory Committee also discussed another revision to our meeting schedule. The issue was raised by Vice Chair Allison Picard (Martinez), who questioned the need for monthly meetings given the Advisory Committee’s persistent lack of substantive agenda items, and noted the co-benefits that meeting less frequently would reduce the burden on staff to prepare and present informational reports to the Advisory Committee that do not require immediate action, and might also improve member attendance. The Advisory Committee only recently moved to a monthly meeting schedule under our new bylaws, but Vice Chair Picard’s point was well taken, and the Advisory Committee discussed the possibility of meeting less frequently going forward. Although the Advisory Committee did not officially vote to switch to quarterly meetings, the Director of Accessibility Services pointed out that the new bylaws specifically allow for cancellation of meetings when not necessary, so the Advisory

Committee decided to retain the current (monthly) meeting schedule but to cancel individual meetings more liberally in the future if there is no action item on the agenda in a given month.

The Need For Direction From Board/ Creation Of Workplan

As noted above, one reason the Advisory Committee has experienced such difficulty in attracting and retaining members and with meeting attendance has been the lack of a substantive role for the committee within the County Connection governance structure. We have appreciated the Board's support for the Advisory Committee as a conduit to represent the voices and viewpoints of intended users of County Connection's services, including the time and effort Board members put into the unprecedented joint workshop held in May 2024. That workshop generated some fruitful discussion and interesting ideas for making the Advisory Committee a more relevant body, but it did not result in any systemic changes nor any official Board action that has been transmitted to the Advisory Committee for consideration. Although the Advisory Committee amended its bylaws following the joint workshop and the Board approved the amendments, as a subordinate and advisory body to the Board, it is difficult for the Advisory Committee to carve out its own institutional niche. We would benefit greatly from more specific institutional guidance from the Board about how the Advisory Committee can add value to the Board's decision making and how our two bodies should relate to each other structurally and procedurally. There are some generic guidelines in our bylaws about annual projects on which the Advisory Committee shall provide input, but those seem to be outdated duties held over from previous versions of our bylaws, and at this point we really need more concrete direction from the Board based on current circumstances about how it envisions an advisory body benefiting its deliberations so that we can determine whether creating an annual work plan is necessary. At our May meeting we deferred the annual work plan for this fiscal year due to the challenges outlined in this report, and the need for formal guidance from the Board.

In conclusion, for the last several years since the undersigned joined the Advisory Committee we have been engaged in a process of trying to create long-term institutional change from the bottom up and establish a new role for the Advisory Committee within County Connection, which is a complex, multi-faceted process that takes time, involves some growing pains, and remains a work in progress. We respectfully request more specific institutional guidance from the Board to inform and guide that process, as well as a more active role by Board members in recruiting representatives for the Advisory Committee from their jurisdictions.

Our next Advisory Committee meeting is scheduled for June 5, 2025, but that meeting will be confirmed later this month in consultation with staff regarding a possible agenda. We welcome your feedback and direction on the issues outlined above.

Respectfully submitted,

Ian McLaughlin, Chair

CCCTA Citizens Advisory Committee