

County Connection

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Agenda Item 4.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

October 16, 2025

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Kevin Wilk called the regular meeting of the Board of Directors to order at 9:00 a.m. Board Members present were Directors Diaz, Farley, Hillis, Hoffmeister, Noack and Rubio. Directors Andersen and Tatzin arrived after the meeting convened. Directors Storer and Worth were absent.

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

Director Tatzin arrived at 9:02 a.m.

Director Andersen arrived at 9:03 a.m.

PUBLIC COMMUNICATION:

Judy Barrientos, ATU President expressed her concern over bus drivers not getting meal breaks on certain runs.

PUBLIC HEARING: ROUTE 4 SERVICE CHANGE TITLE VI EQUITY ANALYSIS

At 9:05 a.m. Chair Wilk opened the public hearing to receive public comment on proposed changes to Route 4. These changes include a realignment of the route seven days a week and an increase in weekday service frequency.

Manager of Planning, Pranjal Dixit explained that the Route 4 Circulator has been running for decades, giving free rides using unique, prototype electric buses. The route is now operationally difficult because it changed from a simple loop to a complex figure-8, plus a reroute during COVID. Increased traffic and tricky turns cause significant congestion, delays, and poor on-time performance. The delays also cut down on the time the electric buses have to charge. The new plan aims to fix this by creating a new, streamlined alignment and optimizing bus stop locations for better reliability. This will include a major service upgrade: weekday frequency will be restored to a bus every 15 minutes (7 a.m. to 9 p.m.) for about five years, paid for by an affordable housing grant. Out of the 14 written public comment received before the deadline, eight were opposed to the changes, five were in favor, and one was neutral.

Judy Barrientos, ATU President provided public comment.

The public hearing closed at 9:21 a.m.

CONSENT CALENDAR

MOTION: Director Tatzin moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of September 18, 2025; (b) Caltrans Master Agreement and Program Supplement for Solar Project and Resolution No. 2026-12. Director Rubio seconded the motion, and it received the following vote of approval:

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

REPORT OF CHAIR: None

REPORT OF ASSISTANT GENERAL MANAGER:

Recognition of employees

Trisha Rogers-Maintenance Administrative Assistant-34 years

State Legislative Update

General Manager Bill Churchill informed the Board that SB 63 (Wiener & Arrequin), has been signed. This will provide authority for a five-county citizen tax initiative to fund public transit. His understanding is the Bay Area Council will lead the effort to run a citizen-led measure. Although it's been an incredibly heavy lift to get to this point, it still has a long way to go and much more work ahead of us to get voter approval.

The expenditure plan will provide \$15.75 million to the three operators and 26 million additional (return to source) year to CCTA to fund transit operations at its discretion.

The legislature approved the final appropriation of the \$5.1 billion in transit funding under SB 125 for FY 25-26. This was profoundly important, as the Governor and the legislature were negotiating through the summer it appeared the transit funding would take a significant cut. This appropriation also preserves the TIRCP Cycle 6 funding that encompasses the \$16.9 million grant County Connection received to build a solar array at the bus yard.

DOT Interim Final Rule Re: Modification to DBE Program

Bill Churchill, General Manager, informed the Board that on Friday October 3rd he received a notification from the Department of Transportation regarding a new Interim Final Rule (IFR) significantly modifying the Federal Disadvantaged Business Enterprise (DBE) program. While we are still working with legal counsel to understand all the ramifications, in the moment we have had to change language on one Invitation for Bid for bus tire lease and services. The impact is much more significant to our larger transit operator neighbors.

There were about 6,000 certified DBE business in the state of California, it is his understanding they will all have to go through re-certification in accordance with the new standards. While this IFR flowed through the Department of Transportation, he is sure there will be impacts to other organizations as this administration's approach is disseminated across different federal departments.

Thanksgiving Feast on November 20, 2025

General Manager, Bill Churchill invited the Board members to next month's Thanksgiving feast, that will be here onsite.

REPORT OF STANDING COMMITTEES

Marketing, Planning & Legislative Committee

Service Equity Analysis – Proposed Route 4 changes and Resolution No. 2026-13

Pranjal Dixit, Manager of Planning, explained that in September 2025, staff presented a service change proposal for Route 4 to address ongoing operational challenges. The proposal included a new alignment and improvements to service frequency, as the route has faced increasing delays due to traffic, complex turns, and frequent stops, which have also impacted the availability of charging time for its electric buses.

The proposed changes aim to streamline the route for better reliability, as shown in the figures below. The plan involves a new alignment, optimization of bus stop locations, and future upgrades to meet current ADA standards in coordination with the City of Walnut Creek. Additionally, staff had previously partnered with the City of Walnut Creek and RCD Housing on an Affordable Housing and Sustainable Communities (AHSC) Grant for the Civic Crossing project, a new affordable housing development at 699 Ygnacio Valley Road. The grant was awarded in April 2024 and provides operating funds to restore the route's weekday service to a 15-minute frequency from 7 a.m. to 9 p.m., for a period of approximately five years.

As a federal grant recipient, County Connection is required to maintain and provide to the Federal Transit Administration (FTA) information on its compliance with Title VI of the Civil Rights Act of 1964 (Title VI), which prohibits discrimination by recipients of federal financial assistance. The FTA further requires that recipients of FTA financial assistance conduct an analysis on all service changes and fare changes to assess the impacts of those changes on low-income and minority populations.

Staff completed a Title VI Service Equity Analysis for the proposed route. The proposal includes a significant change to the alignment as well as an increase in number of trips by more than 25%, so it is considered a “major” service change under County Connection’s Major Service Change Policy.

The costs associated with operating the additional service for approximately five years are fully covered by the Affordable Housing and Sustainable Communities (AHSC) Grant for an amount up to \$4,154,266.

MOTION: Director Andersen moved adoption of Resolution No. 2026-13, approving the Route 4 service change. Director Noack seconded the motion, and it received the following vote of approval:

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

No: None

Abstain: None

Absent: Directors Storer and Worth

BOARD COMMUNICATION:

Director Hillis informed the Board that he is stepping down from the CCCTA/LAVTA Ad-Hoc Committee.

CLOSED SESSION:

Directors Hillis and Wilk left during the closed session.

The Board of Directors went into closed session at 9:50 a.m. to discuss the following:

- a) Conference with Legal Counsel – Existing litigation (pursuant to Government Code Section 54956.9(a)) Daniel Marling v. CCCTA
- b) Conference with Chief Negotiator and Labor Counsel Concerning ATU local 1605, Teamsters local 856 & Machinists Lodge 190 collective bargaining agreements and negotiations (pursuant to Government Code Section 54957.6)
- c) Public Employee Performance Evaluation: Conference with Labor Negotiator (pursuant to Government Code Sections 54957, 54957.6) Agency Designated Representative: Board Chair
Position: General Manager

Following the Closed Session, the Board may consider potential actions to amend the Employment Agreement of the General Manager

OPEN SESSION: Closed Session Report

The Board of Directors entered back into open session at 11:10.

Report of Action(s) taken during the Closed Session:

- a) Conference with Legal Counsel – Existing litigation (pursuant to Government Code Section 54956.9(a)) Daniel Marling v. CCCTA
No action. Direction was given to staff.
- b) Consideration of Action to Ratify Memorandum of Understanding with Machinists Lodge 190

MOTION: Director Noack moved approval of the ratification of a new contract with the Machinists Lodge 190. Director Diaz seconded the motion, and it received the following vote of approval:

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

- c) Public Employee Performance Evaluation: Conference with Labor Negotiator (pursuant to Government Code Sections 54957, 54957.6) Agency Designated Representative: Board Chair
Position: General Manager

MOTION: As required by the Brown Act, Director Noack stated that the Board completed Bill Churchill’s annual performance evaluation. This will be his fourth amendment to his contract with a 3% salary increase and a 12-month employment extension. Director Noack moved approval of the fourth amendment to Bill Churchill’s employment agreement and an updated pay schedule. Director Tatzin seconded the motion, and it received the following vote of approval:

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

BOARD COMMUNICATION:

ADJOURNMENT: Chair Wilk adjourned the regular Board meeting at 11:15 a.m.

Minutes prepared by:

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

Date: November 10, 2025