



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

Board of Directors Meeting Agenda

Wednesday September 25, 2019

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: www.trideltatransit.com

Please see the last page of this agenda for:

- Public comment guidelines
- Agenda, staff report, and document availability
- Americans with Disabilities Act information
- Limited English Proficiency (LEP) information
- Anticipated action by the Board of Directors

1. **Call to Order:** Chair Bob Taylor
a. Roll Call

2. **Pledge of Allegiance**

3. **Public Comment**

While public comments are encouraged and taken very seriously, State law prevents the Board of Directors from discussing items that are not on the meeting agenda. If appropriate, staff will follow up on public comments. Please see Public Comment Guidelines on Page 3 of this agenda.

4. **Chair's Report:** Chair Bob Taylor

5. **Consent Calendar (ACTION ITEM):** Minutes, Financial Report, and Marketing Activities Report (*see attachment: tab #1*)

a. Minutes of the Board of Directors meeting of July 31, 2019

b. Financial Report

c. Marketing and Customer Service Activities Report

Requested Action: Approve items 5a, 5b, and 5c

6. **CEO's Report:** Jeanne Krieg

a. **Operations Report** (*see attachment: tab #2*)

b. **Succession Plan Progress Report** (*see attachment: tab #3*)

Board of Directors:

City of Antioch

Lamar Thorpe

Monica Wilson

City of Brentwood

Barbara Guise

Robert Taylor*

City of Oakley

Doug Hardcastle

Kevin Romick

City of Pittsburg**

Merl Craft

Shanelle Scales-Preston**

Contra Costa County

Diane Burgis

Federal Glover

Member-at-Large

Ken Gray

* Chair: FY 2019-20

** Vice-chair: FY 2019-20

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7. ACTION and DISCUSSION ITEMS

a. ACTION ITEM: Mark Thomas & Company Change Order

(see attachment: tab #4)

Requested Action: Authorize the CEO to enter into a change order with Mark Thomas & Company to update the Oakley Park & Ride lot plans for an amount not to exceed \$80,000 which includes a 10% contingency.

b. ACTION ITEM: City of Oakley Processing Agreement

(see attachment: tab #5)

Requested Action: Authorize the CEO to enter into a processing agreement with the City of Oakley to plan check and inspect the Oakley Park and Ride for an amount not to exceed \$118,000 which includes a 10% contingency.

c. ACTION ITEM: Proposed Disadvantages Business Enterprise Triennial Goal

(see attachment: tab #6)

Requested Action: Adopt Resolution #190925A accepting ECCTA's proposed overall revised DBE goal of 3% for FTA-assisted contracts for FFY 2020-2022 contingent on MTC approval of federal funding for the park and ride lot in Oakley, California. Upon MTC's approval of the federal funding, ECCTA's overall revised DBE goal will be submitted to FTA.

d. ACTION ITEM: Seamless Bay Area Initiative

(see attachment: tab #7)

Requested Action: Consider adoption of Resolution #190925B which supports the Seamless Transit Principals.

8. CLOSED SESSION: Adjourn to Closed Session:

Public Employee Performance Evaluation – Government Code §54957(b)(1)
Title: Chief Executive Officer

Conference with Labor Negotiators – Government Code §54957.6
Agency Designated Representative: Benjamin Stock, General Counsel
Unrepresented Employee: Chief Executive Officer

9. RETURN TO OPEN SESSION: Report, if any

10. ACTION ITEM: 457 Retirement Account Contribution

Requested Action: Approve the proposed contribution to Jeanne Krieg's 457 retirement account.

(see attachment: tab #8)

11. Board of Directors Comments

Under this item, Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to staff, or requesting a report be made at another meeting.

12. Adjourn

Next Meeting: October 30th, 2019 at 4:00pm, 801 Wilbur Avenue, Antioch, CA 94509

Public Comment Guidelines:

- Persons requesting to address the ECCTA Board of Directors are requested to complete a Comment Request form and submit it to the clerk. If possible, please submit the form prior to the start of the meeting. At the appropriate time, the ECCTA chair will call on individuals to comment.
- During the public comment agenda item, the public is permitted to address the ECCTA Board of Directors on items that are on the consent calendar or items not on the agenda. Individuals may also make a request for future agenda items. No action or discussion may take place on any item not appearing on the posted agenda.
- If a person wishes to speak on a specific agenda item, the ECCTA chair will call on the individual when the agenda item is being discussed by the Board of Directors.
- Persons addressing the ECCTA Board of Directors are requested to limit their remarks to three (3) minutes unless an extension of time is granted by the chair, subject to approval of the ECCTA Board of Directors.

Agenda, staff report, and document availability:

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection the Friday before each regularly scheduled Board of Director's meeting at ECCTA's front desk located at 801 Wilbur Avenue, Antioch, California. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at ECCTA's front desk at the above referenced address during regular business hours.

Americans with Disabilities Act Information:

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available in the ECCTA parking lot. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II} Please help us accommodate individuals with EI-MSD and refrain from wearing scented products to this meeting. Please turn off any electronic paging device or cell phone.

Limited English Proficiency (LEP):

Any person with Limited English Proficiency (LEP) who requires language assistance to communicate with the Tri Delta Transit Board of Directors during the meeting should contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to assure language assistance for this meeting.

Anticipated action by the Board of Directors:

The Board of Directors may take action on any item on the agenda, which action may consist of the recommended action, no action or a related action.