



# Board of Directors Meeting Agenda

## Wednesday, August 23, 2023

**Meeting Time:**  
4:00 pm

**Location:**  
Eastern Contra Costa Transit Authority Boardroom  
801 Wilbur Avenue, Antioch



### BOARD OF DIRECTORS:

#### CITY OF ANTIOCH

Lamar Thorpe - Chair  
Monica Wilson

#### CITY OF OAKLEY

Shannon Shaw  
Anissa Williams

#### CONTRA COSTA COUNTY

Diane Burgis  
Federal Glover Vice-Chair

#### CITY OF BRENTWOOD

Joel Bryant  
Tony Oerlemans

#### CITY OF PITTSBURG

Dionne Adams  
Shanelle Scales-Preston

#### MEMBER-AT-LARGE

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**Wednesday August 23, 2023**  
**Available Online: <https://trideltatransit.com/board.aspx>**

1. **CALL TO ORDER** Chair Lamar Thorpe
  - 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 the last page of this agenda.

4. **CHAIR'S REPORT** Chair Lamar Thorpe

5. **CONSENT CALENDAR (ACTION ITEM):**

(see attachment: tab #1)

- a. Minutes of the Board of Directors meeting of July 26, 2023
- b. Financial Report
- c. Marketing and Customer Service Activities Report

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

6. **CEO'S REPORT** Rashidi Barnes

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

7. **ACTION ITEMS and DISCUSSION ITEMS**

- a. **ACTION ITEM:** Vehicle Purchase

*(see attachment: tab #3)*

**Requested Action:** Adopt Resolution #230823A authorizing the CEO to enter into a contract with A-Z Bus Sales through the CalACT MBTA Vehicle Purchasing Cooperative bid for an amount not to exceed \$2,815,150, which includes a 10% contingency, for the purchase of 18 cutaway buses.

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- b. **ACTION ITEM:** Approval of Filing for Federal Funds 5310  
*(see attachment: tab #4)*  
**Requested Action:** Adopt Resolution #230823B authorizing the application submittal for financial assistance through Section 5310 Funding.
  
- c. **ACTION ITEM:** Travel Policy Change  
*(see attachment: tab #5)*  
**Requested Action:** Approve resolution #230823C amending the 1994 travel policy, specific to staff, by removing the two-conference limit for each staff member and to allow for the ECCTA CEO to manage the annual travel budget under the fiscal year budgeting process.
  
- d. **ACTION ITEM:** Clipper START! Extension  
*(see attachment: tab #6)*  
**Requested Action:** Adopt Resolution #230823D authorizing the extension of the Clipper START! Program, allowing ECCTA to participate in the program until June 2025 and adjust the current discount offering from 20% to 50% effective in January 2024.

### 8. BOARD OF DIRECTOR'S 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.

### 9. ADJOURN

Next Meeting: September 27, 2023 at 4:00pm, 801 Wilbur Avenue, Antioch, CA 94509.

## **PUBLIC COMMENT GUIDELINES:**

- Public comments can be submitted via e-mail to [CEO@trideltatransit.org](mailto:CEO@trideltatransit.org).
- Comments received one hour prior to the meeting will be distributed to the members of the Board of Directors and summarized in the minutes.
- Persons requesting to address the ECCTA Board of Directors in person 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 (ADA) 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.