



# 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 July 27, 2022

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: [www.trideltatransit.com](http://www.trideltatransit.com)

Members of the Board of Directors and members of the public can attend the meeting:

- In person (proof of COVID-19 vaccination is required)
- from a laptop:

Click to join Zoom Meeting:

<https://zoom.us/j/99420999810?pwd=d0NlVDdSYjhUQWJyclJjOHdWMG1RUT09>

OR

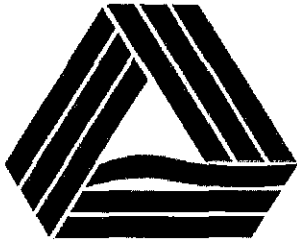
Go to: <https://zoom.us/join>, then enter meeting ID: 994 2099 9810.  
Then click join. Then enter passcode: 571719

- from a phone

Dial: 1 669 900 6833 US

Meeting ID: 994 2099 9810

- 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
  - made in-person during the meeting
  - made via phone or Zoom during the meeting



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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 Anissa Williams
  - 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 4 of this agenda.

4. **Chair's Report:** Chair Anissa Williams

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 June 22, 2022
  - 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*)

### Board of Directors:

- City of Antioch
  - Lamar Thorpe \*\*
  - Monica Wilson
- City of Brentwood
  - Joel Bryant
  - Barbara Guise
- City of Oakley
  - Sue Higgins
  - Anissa Williams \*
- City of Pittsburg
  - Merl Craft
  - Shanelle Scales-Preston
- Contra Costa County
  - Diane Burgis
  - Federal Glover
- Member-at-Large
  - Ken Gray

\* Chair: FY 2022-23

\*\* Vice-chair: FY 2022-23

**Board of Directors Meeting Agenda  
Wednesday July 27, 2022**

**7. ACTION and DISCUSSION ITEMS**

- a. ACTION ITEM: Facility Parking Lot Resurfacing**  
(see attachment: tab #3)

**Requested Action:** Adopt Resolution #220727A authorizing the CEO to enter into a contract for the resealing and resurfacing of ECCTA's front parking lot with Sunrise Grading & Paving for an amount not to exceed \$29,975 which includes a 10% contingency.

- b. ACTION ITEM: Facility Flooring**  
(see attachment: tab #4)

**Requested Action:** Adopt Resolution #220727B authorizing the CEO to enter into a contract for the removal, disposal, and replacement of carpeting in various areas of ECCTA's facility with Creative Floor Covering Sales and Supplies for an amount not to exceed \$139,549 which includes a 10% contingency.

- c. ACTION ITEM: Interior Painting**  
(see attachment: tab #5)

**Requested Action:** Adopt Resolution #220727C authorizing the CEO to enter into a contract for the interior painting of several areas inside ECCTA's main facility with Pro Group Painting for an amount not to exceed \$15,620 which includes a 10% contingency.

- d. ACTION ITEM: Revised Budget**  
(see attachment: tab #6)

**Requested Action:** Adopt Resolution #220727D approving the revised FY2022-2023 ECCTA operating and capital budget.

- e. ACTION ITEM: Key Personnel Retirement**  
(see attachment: tab #7)

**Requested Action #1:** Approve the proposed temporary organizational chart that will be effective 9/7/2022 – 2/3/2023.

**Requested Action #2:** Authorize a retirement recognition for Chief Operating Officer Steve Ponte and Chief Executive Officer Jeanne Krieg to be presented upon their retirements in February 2023.

- f. ACTION ITEM: August Meeting**  
(see attachment: tab #8)

**Requested Action:** Affirm Chair Anissa Williams' cancellation of the August 24, 2022 meeting of the ECCTA Board of Directors.

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**8. CLOSED SESSION (Pursuant to Section §54957(b) of the Ralph M. Brown Act)**

Closed Session – Public Employment Appointment (Gov. Code §54957(b))  
Position: Chief Executive Officer

**9. RECONVENE TO OPEN SESSION**

a. Report of actions taken during closed session

b. **ACTION ITEM:** Employment Agreement for ECCTA’s Chief Executive Officer  
*(see attachment: Tab 9 -- to be distributed 24 hours prior to the meeting)*

**Requested Action:** Approve the proposed employment agreement for Chief Executive Officer, effective September 7, 2022.

**10. 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.

**11. Adjourn**

Next Meeting: September 28, 2022 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.