



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 May 25, 2022

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: 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 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



TRI DELTA TRANSIT

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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 Ken Gray
 - 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 Ken Gray

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 April 27, 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 2021-22

** Vice-chair: FY 2021-22

**Board of Directors Meeting Agenda
Wednesday May 25, 2022**

7. ACTION and DISCUSSION ITEMS

a. ACTION ITEM: Dynamic Personal Micro Transit MOU

(see attachment: tab #3)

Requested Action: Approve the proposed MOU between ECCTA and CCTA defining roles and responsibilities to advance the East County DPMT Project.

b. ACTION ITEM: Facility Exterior Painting

(see attachment: tab #4)

Requested Action: Adopt Resolution #220525A authorizing the CEO to enter into a contract for the painting and repair of ECCTA's blue facility exterior with Athens Painting and Commercial Coating Inc. for an amount not to exceed \$17,600 which includes a 10% contingency.

c. ACTION ITEM: FY2022-2023 ECCTA Budget

(see attachment: tab #5)

Requested Action #1: Adopt Resolution #220525B approving the proposed FY2022-2023 ECCTA operating and capital budget.

d. ACTION ITEM: Authorization to File Funding Application

(see attachment: tab #6)

Requested Action #2: Adopt Resolution #220525C authorizing the Chief Executive Officer or her designee to file an application with the Metropolitan Transportation Commission for the FY2022-2023 allocation of Transportation Development Act and State Transit Assistance funds.

e. ACTION ITEM: DBE Triennial Goal

(see attachment: tab #7)

Requested Action: Adopt Resolution #220525D accepting ECCTA's proposed DBE Triennial Goal of 0% for FTA-assisted contracts for Federal Fiscal Years 2023-2025.

8. 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.

9. Adjourn

Next Meeting: June 22, 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.

TAB 1

Agenda Item #5

Consent Calendar (ACTION ITEM): Minutes, Financial Report and
Marketing Activities Report

Board of Directors Meeting

Wednesday May 25, 2022

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

EASTERN CONTRA COSTA TRANSIT AUTHORITY
Antioch - Brentwood - Pittsburg - Oakley and Contra Costa County

MINUTES

April 27, 2022

The Eastern Contra Costa Transit Authority (ECCTA) meeting was called to order in the ECCTA Board Room, 801 Wilbur Avenue, Antioch, California by Chair Ken Gray at 4:00 P.M.

Chair Gray announced that Members of the Board and members of the public could attend the hybrid meeting in person with proof of COVID-19 vaccination required, from a laptop, or by phone.

Chair Gray reported that the meeting was being recorded; General Counsel Eli Flushman was attending in person in the Board Room; those present and those on the telephone whether Directors, staff, or members of the public were identified; and all votes were to be Roll Call votes.

ROLL CALL / CALL TO ORDER

BOARDMEMBERS

PRESENT: Joel Bryant (Brentwood); Diane Burgis (Contra Costa County); Merl Craft (Pittsburg); Barbara Guise (Brentwood); Sue Higgins (Oakley); Nancy Parent, Alternate for Federal Glover (Contra Costa County); Shanelle Scales-Preston (Pittsburg); Lamar Thorpe (Antioch); Anissa Williams (Oakley/Vice Chair); Monica Wilson (Antioch); and Ken Gray (Director-at Large/Chair)

ABSENT: none

STAFF PRESENT: Jeanne Krieg, Chief Executive Officer (CEO)
Steve Ponte, Chief Operating Officer (COO)
Eli Flushman, General Counsel
Agustin Diaz, Chief Financial Officer (CFO)
Kevin Moody, Director of Maintenance
Joe Chappelle, Manager of Administrative Services
DeAnna Perry, Manager of Accessible Services
Leeann Lorono, Manager of Marketing and Customer Service
Ashley Funaki, Administrative Assistant
Tania Babcock, Executive Assistant

OTHERS

PRESENT: Yevette McNeese, First Transit General Manager
Mark Elias, First Transit Regional Vice President

Hosie Pintily, First Transit Safety Manager
Lori Sprinkle, First Transit Office Manager
Stuart Crust, TransTrack Director of Business Development
Joyce, member of the public

PLEDGE OF ALLEGIANCE

Director Parent led the Pledge of Allegiance.

PUBLIC COMMENT

There were no comments from the public.

CHAIR'S REPORT

Chair Gray reported that the Personnel Committee will be meeting in late May or early June regarding the Chief Executive Officer position.

CONSENT CALENDAR

On motion by Director Bryant, seconded by Director Guise, ECCTA Board members adopted the Consent Calendar, as follows, which carried by the following Roll Call vote:

- A. Minutes of the Board of Directors meeting of March 23, 2022
- B. Financial Report
- C. Marketing and Customer Service Activities Report

AYES: Bryant, Burgis, Craft, Guise, Higgins, Parent, Scales-Preston, Thorpe,
Williams, Wilson, Gray

NOES: None

ABSTAIN: None

ABSENT: None

CHIEF EXECUTIVE OFFICER'S REPORT

- A. Operations Report

Chief Executive Officer Jeanne Krieg reported that Chief Operating Officer Steve Ponte was awarded a HEROES 2022 award on Earth Day for bringing the solar electric vehicle charging station to east county. It will be placed at the Oakley Park & Ride lot later this spring.

Ms. Krieg reported that she was awarded a spot on the CalACT Wall of Excellence. The Wall of Excellence recognizes individuals who have had a long and distinguished career in public transportation and have made outstanding contributions to CalACT and the transportation industry.

Ms. Krieg stated the Oakley Park & Ride is expected to be complete by the end of June. Paving will start on Main Street on May 9th and all lanes on Main Street will be open by May 16th.

Ms. Krieg advised that the mask requirement on public transportation was extended again to May 3rd, but was struck down by a court. The California Department of Public Health also terminated the masking requirement on public transportation as did the TSA. Passengers and drivers are not required to wear a mask. Drivers still carry a supply of masks for passengers who request one.

Ms. Krieg also reported that ridership continues to grow slowly. ECCTA will return to full service when BART changes their schedule on September 12th. The changes will include expansion of the Tri MyRide service and changing the weekend routes to be the same as the weekday routes.

Ms. Krieg reminded the Board about the 3rd annual Shred-It event on Thursday that the City of Antioch and Republic Services were co-sponsoring with ECCTA.

With respect to community events, Ms. Krieg stated that ECCTA will be staffing an energizer station on the Delta deAnza Trail near Somersville Road as part of 511 Contra Costa's Bike to Work Day and that ECCTA will have a booth at the Contra Costa County Fair.

As to the budget, Ms. Krieg explained that the budget was looking good and it currently looked like ECCTA would end within budget this year. Staff was keeping an eye on fuel prices as ECCTA budgeted \$3.25 per gallon for gasoline and was paying \$4.02, and budgeted \$4.75 per gallon for diesel and was paying \$4.48.

Ms. Krieg advised that recruitment for her position was going well, several candidates had been interviewed, and she was ready to meet with the Personnel Committee to discuss next steps.

Ms. Krieg also advised that APTA announced there would be a transit board members seminar in Salt Lake City from July 30th – August 2nd. When more information was available, it would be shared with the Board.

In response to Chair Gray's question regarding a dedication at the Oakley Park & Ride, Ms. Krieg agreed there would be a ribbon cutting to celebrate the opening of the park & ride lot once the completion date was certain.

Director Burgis stated that the Board of Supervisors saw a letter from BART Board President Rebecca Saltzman requesting a return of the mask mandate. Director Burgis also complimented the way the screens in the board room allowed seeing all around the room for the hybrid meeting. Ms. Krieg added that an additional screen would be placed on one wall.

ACTION AND DISCUSSION ITEMS

A. Electric Fleet Module

Chief Operating Officer Steve Ponte discussed that the electric fleet module would provide ECCTA with information to allow staff to make better decisions on how to operate the fleet, how to work with PG&E, and how to work with the hydrogen manufacturers. Mr. Ponte added this is a new way of looking at how to fuel an electric bus. He requested the Board adopt the resolution authorizing the CEO to enter into an agreement with TransTrack Systems to install and maintain an electric fleet module.

On motion by Director Craft, seconded by Director Scales-Preston, ECCTA Board members adopted Resolution 220427A authorizing the CEO to enter into an agreement with TransTrack Systems to install and maintain an electric fleet module for a price not to exceed \$34,000, carried by the following Roll Call vote:

AYES: Bryant, Burgis, Craft, Guise, Higgins, Parent, Scales-Preston, Thorpe,
Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

B. Hydrogen Fuel Cell Station Consultant

Ms. Krieg stated this is the first step needed to build the hydrogen fuel station. She introduced Manager of Administrative Services Joe Chappelle who discussed that the Board approved zero-emission bus rollout plan called for a switch to hydrogen fuel-cell electric buses (FCEBs) that require hydrogen fuel to operate. ECCTA needed a specially-designed fuel station for the storage and distribution of the hydrogen fuel and the design must be done by a qualified architectural/engineering firm selected using a qualifications-based competitive procurement, in accordance with the Brooks Act.

ECCTA received two responsive proposals to RFP 2022-01 for consulting services for the design and installation of a hydrogen fuel cell station. Stantec Consulting Services Inc. was determined to be the most qualified firm.

Mr. Chappelle requested the Board adopt the resolution authorizing the CEO to enter into a

contract for consulting services for the design and installation of a hydrogen fuel cell station with Stantec Consulting Services Inc.

On motion by Director Parent, seconded by Director Guise, ECCTA Board members adopted Resolution 220427B authorizing the CEO to enter into a contract for consulting services for the design and installation of a hydrogen fuel cell station with Stantec Consulting Services Inc. for an amount not to exceed \$396,552 which includes a 19% contingency, carried by the following Roll Call vote:

AYES: Bryant, Burgis, Craft, Guise, Higgins, Parent, Scales-Preston, Thorpe,
Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

C. Operations Contract Adjustment

Ms. Krieg reported that First Transit is the contractor for the operations function of ECCTA's service. The current contract was negotiated in 2016, and in 2020 the Board voted to exercise the options associated with extending the contract. The current contract ends June 30, 2026.

She discussed that it is a difficult environment to hire people. First Transit did an analysis of what would be fair wages in this market and presented a proposal to ECCTA that would increase ECCTA's payment to First Transit each month. The current contract has a CPI built into it. For this year, First Transit is asking for an increase, instead of a CPI, so they can provide the wages listed in the chart on the memo.

Ms. Krieg requested the Board adopt the resolution authorizing the CEO to adjust the contract with First Transit.

Board members discussed the information provided and asked questions regarding the proposed operations contract adjustment.

Ms. Krieg responded that based on First Transit's analysis, they have assured us that this contract adjustment will allow First Transit to be fully staffed by September.

Ms. Krieg provided additional clarifying information, stating that each year a driver moves up a step, and drivers with five years or more of experience are at step six of the wage scale. First Transit recognizes years of service and if a driver has years of service upon hire, they will come in at a higher step. Of the current driver ranks, 60 percent of current drivers are at the top of the rank and 26 positions need filled to be fully staffed.

The proposed total cost will be the total cost of the contract, it will not be any higher for FY 22-23.

When asked about AC Transit's driver pay in reference to AC Transit advertising for drivers, Ms. Krieg responded that AC Transit pays around \$42 per hour and there are several former AC Transit operators working at ECCTA who prefer the suburban environment over the urban core.

When asked about the passenger cost, Ms. Krieg responded that the passenger cost will not be increased.

Ms. Krieg further clarified that the contract is divided into three pieces: overhead, the hourly rate, and insurance. There is not an increase in overhead or insurance in the contract adjustment, only an increase in the hourly rate that ECCTA pays to First Transit. The hourly rate does not change, regardless of what First Transit pays the drivers.

On motion by Director Bryant, seconded by Director Parent, ECCTA Board members adopted Resolution 220427C authorizing the CEO to adjust the contract with First Transit, carried by the following Roll Call vote:

AYES: Bryant, Burgis, Craft, Guise, Higgins, Parent, Scales-Preston, Thorpe,
Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

BOARD OF DIRECTORS COMMENTS

Director Guise expressed she preferred board members be in-person at the meeting.

Director Parent stated that community-wide, things are opening up. The El Campanil Theatre had a symphony concert that was well attended and Pittsburg Community Theatre was doing the musical *Oliver!* on May 5, 6, 7 and 8.

Director Bryant shared this past week former Brentwood Mayor Mike McPoland passed away. Director Bryant expressed his appreciation for all that Mr. McPoland did for the Brentwood community.

Director Craft shared that the City of Pittsburg, Contra Costa Transportation Authority, and Pittsburg Unified School District are partnering to provide free electric vehicle training technician program for east contra costa county. The program is designed to re-train individuals already in the automotive field to get east contra costa ready for an increase in

hybrid and electric vehicles.

Director Scales-Preston shared the City of Pittsburg is celebrating Family Fun Fridays throughout May at E. 8th Street Park from 4 – 9pm and the Pittsburg Police Department is having a car show at Pittsburg City Hall parking lot on May 21st from 10am-2pm.

Director Thorpe stated the City of Antioch swore in the new Chief of Police.

Director Higgins thanked ECCTA for working with the Delta Veterans Group to promote Stand Up this year.

Director Wilson reminded everyone that it was Denim Day, to wear denim in solidarity with survivors of sexual assault and sexual violence.

Chair Gray mentioned that he was looking forward to the Shred-It event at ECCTA and congratulated Ms. Krieg for being awarded a spot on the CalACT Wall of Excellence.

ADJOURNMENT

The meeting of the Eastern Contra Costa Transit Authority adjourned at 4:47 P.M. to May 25, 2022 at 4:00 P.M. in the ECCTA Administration Facility, 801 Wilbur Avenue, Antioch, California.

Respectfully submitted,

Tania Babcock
Executive Assistant

TRI DELTA TRANSIT
Income Statement - Comparison to Annual Budget
As of April 30, 2022
(unaudited)

	YTD Actual			YTD Budget			YTD Variance <i>favorable/(unfavorable)</i>			FY22 Full Year Budget			YTD % of Fiscal Year Budget		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
OPERATING REVENUES															
Passenger Fares	\$ 1,093,632	\$ 638,978	\$ 454,654	\$ 1,132,658	\$ 751,548	\$ 381,110	\$ (39,026)	\$ (112,570)	\$ 73,544	\$ 1,393,750	\$ 909,756	\$ 483,994	78%	70%	94%
Other Income	\$ 155,353	\$ -	\$ 155,353	\$ 293,142	\$ 133,332	\$ 159,810	\$ (137,789)	\$ (133,332)	\$ (4,457)	\$ 354,985	\$ 160,000	\$ 194,985	44%		80%
Total Operating Revenues:	\$ 1,248,985	\$ 638,978	\$ 610,007	\$ 1,425,800	\$ 884,880	\$ 540,920	\$ (176,815)	\$ (245,902)	\$ 69,087	\$ 1,748,735	\$ 1,069,756	\$ 678,979	71%	60%	90%
OPERATING EXPENSES															
Purchased Transportation	\$ 12,728,704	\$ 9,209,239	\$ 3,519,465	\$ 13,048,879	\$ 9,153,991	\$ 3,894,888	\$ 320,175	\$ (55,248)	\$ 375,423	\$ 15,900,242	\$ 11,087,081	\$ 4,813,161	80%	83%	73%
Materials and Supplies	\$ 3,136,699	\$ 2,622,238	\$ 514,463	\$ 3,703,259	\$ 3,115,243	\$ 588,016	\$ 566,560	\$ 493,007	\$ 73,553	\$ 4,443,911	\$ 3,738,291	\$ 705,620	71%	70%	73%
Salaries & Benefits	\$ 4,239,380	\$ 3,826,177	\$ 413,203	\$ 4,221,389	\$ 3,695,576	\$ 525,813	\$ (17,991)	\$ (130,601)	\$ 112,610	\$ 5,068,439	\$ 4,437,117	\$ 631,322	84%	86%	65%
Services	\$ 809,182	\$ 630,353	\$ 178,829	\$ 904,128	\$ 715,715	\$ 188,413	\$ 94,946	\$ 85,362	\$ 9,584	\$ 1,091,952	\$ 865,857	\$ 226,095	74%	73%	79%
Other	\$ 260,606	\$ 225,835	\$ 34,771	\$ 245,574	\$ 209,170	\$ 36,404	\$ (15,032)	\$ (16,665)	\$ 1,633	\$ 304,126	\$ 259,060	\$ 45,066	86%	87%	77%
Casualty and liability insurance	\$ 523,820	\$ 463,465	\$ 60,355	\$ 484,161	\$ 435,528	\$ 48,633	\$ (39,659)	\$ (27,937)	\$ (11,722)	\$ 576,165	\$ 517,803	\$ 58,362	91%	90%	103%
Utilities	\$ 167,070	\$ 147,700	\$ 19,370	\$ 160,655	\$ 144,394	\$ 16,261	\$ (6,415)	\$ (3,306)	\$ (3,109)	\$ 192,787	\$ 173,274	\$ 19,513	87%	85%	99%
Taxes	\$ 18,415	\$ 14,883	\$ 3,532	\$ 19,150	\$ 15,556	\$ 3,594	\$ 735	\$ 673	\$ 62	\$ 19,150	\$ 15,556	\$ 3,594	96%	96%	98%
Total Operating Expenses:	\$ 21,883,876	\$ 17,139,888	\$ 4,743,988	\$ 22,787,195	\$ 17,485,173	\$ 5,302,022	\$ 903,319	\$ 345,285	\$ 568,034	\$ 27,596,772	\$ 21,094,039	\$ 6,502,733	79%	81%	73%
NON-OPERATING REV															
Federal Funds	\$ 2,517,749	\$ 1,675,416	\$ 842,333	\$ 4,143,685	\$ 2,213,380	\$ 1,930,325	\$ (1,625,936)	\$ (537,944)	\$ (1,087,992)	\$ 4,972,424	\$ 2,656,033	\$ 2,316,391	51%		36%
State Funds	\$ 13,125,906	\$ 10,554,870	\$ 2,571,036	\$ 13,057,882	\$ 11,125,518	\$ 1,932,364	\$ 68,024	\$ (570,848)	\$ 638,672	\$ 15,883,813	\$ 13,454,549	\$ 2,429,264	83%	78%	106%
Local Funds	\$ 1,686,273	\$ 715,112	\$ 971,161	\$ 1,739,254	\$ 840,673	\$ 897,581	\$ (51,981)	\$ (125,561)	\$ 73,560	\$ 2,085,908	\$ 1,008,809	\$ 1,077,099	81%	71%	90%
Inter-Operator Agreements	\$ 2,899,892	\$ 2,899,892	\$ -	\$ 2,416,576	\$ 2,416,576	\$ -	\$ 483,316	\$ 483,316	\$ -	\$ 2,899,892	\$ 2,899,892	\$ -	100%	100%	n/a
Interest & Other Misc Income	\$ 11,121	\$ 10,336	\$ 785	\$ 4,998	\$ 4,166	\$ 832	\$ 6,123	\$ 6,170	\$ (47)	\$ 6,000	\$ 5,000	\$ 1,000	185%	207%	79%
Total Non-operating Revenues:	\$ 20,240,941	\$ 15,855,628	\$ 4,385,315	\$ 21,361,395	\$ 16,600,293	\$ 4,761,102	\$ (1,120,454)	\$ (744,667)	\$ (375,787)	\$ 25,848,037	\$ 20,024,283	\$ 5,823,754	78%	79%	75%
EXCESS REV/(EXP)	\$ (393,950)	\$ (645,284)	\$ 251,334	\$ -	\$ -	\$ -	\$ (393,950)	\$ (645,284)	\$ 251,334	\$ -	\$ -	\$ -			

Staff Report to ECCTA Board of Directors



Meeting Date: May 25, 2022

Agenda Item: Marketing/Communications Activities – Agenda Item #5c

Lead Staff: Leeann Loroño, Manager of Customer Service and Marketing

Approved: Jeanne Krieg, Chief Executive Officer 

Tri Delta Transit strives to provide top notch service to our customers and the community, as well as communicate the pivotal role Tri Delta Transit plays in the community. Here are some projects Marketing has been working on.

	<p>May Promotion - Summer Youth Pass</p> <p>The Summer Youth Pass sales have started and will sell on-line and at Tri Delta Transit until June 30, 2022.</p>
	<p>Bike to Work Day</p> <p>May is Bike to Wherever Month, which features events and programs all month-long centering on bike safety, biking as transportation, and more.</p> <p>National Bike to Work Day, on May 20th, is the single focus day of the month. Along with 511 Contra Costa and many others, Tri Delta Transit will host an energizer station on the Delta De Anza Trail. Ride by Buchanan and Somersville Road between 7-9 a.m. to pick up some cool Tri Delta Transit and Bike to Wherever swag.</p>



Shred-It Event

Shred-It was a success again this year and a great team effort.

The participants were extremely appreciative. The overall feedback was that people cleaned out so much last year while at home, that they were happy to not have to haul as much in this year.

The City of Antioch’s Environmental Resource department came out and promoted composting, idle free, and more.

Thank you to the City of Antioch and Republic Services for the added support.



Contra Costa Fair

After a two-year absence due to COVID, Tri Delta Transit was excited to partner with the Contra Costa County Fair, which took place May 12-15th at the Antioch Fairgrounds.

The fair was part of Tri Delta Transit’s bus back advertising program, and we ran a website contest where five lucky winners won a four pack of tickets and carnival tickets.



Stand Up on the Delta

Tri Delta Transit is honored to support Veterans throughout our community. Annually we partner with the Delta Veterans Group on their Banner program.

This year, we are also supporting their Stand Up on the Delta event with bus back advertising space. Stand Up is taking the place of the Delta Veterans Group’s annual Stand Down event, which benefits homeless Veterans in need. The event takes place June 3-5th at the Antioch Fairgrounds.

Need a family friendly activity the day after school ends?
Join us at the
Green Footprint Festival



When? **Thursday, June 2nd, 2022**
What time? 11:00 AM – 3:00 PM
Where? Small World Park, 2551 Harbor St. Pittsburg, CA 94565

Enjoy our shows and sustainability activities by vendors!
Admission ONLY \$3 per person
All rides are FREE with admission!
For questions call 925-252-4129




Green Footprint Festival -

Tri Delta Transit is looking forward to participating in this year’s Green Footprint Festival. As a green forward-thinking company, we will provide information regarding our apps, use of Clipper and Clipper Start, the Summer Youth Pass, and more.

Ongoing projects:

Website Redesign –



The screenshot shows the Tri Delta Transit website interface. At the top, there is a navigation bar with links for EMPLOYMENT, PUBLIC MEETINGS, BUSINESS, and ABOUT US. Below this is a 'PROMO BANNERS' section. The main content area features a large image of a bus and passengers, with 'QUICK LINKS' for 'FIND A TRIP', 'BUS STOP LOCATIONS', and 'EMAIL ALERTS'. There is also a 'RIDER NEWS' section with an 'ALERT' box. At the bottom, there is an 'APPS FOR YOUR TRIPS' section listing 'CLIPPER', 'transit', 'Tri Delta Watch', and 'MOBILE TICKETING'. A footer section titled 'WE'LL GET YOU THERE!' shows icons for 'COMPUTER BUS', 'LOCAL BUSES', and 'TRIP PLAN'. An 'ADS' section is also visible at the bottom left.

Marketing has started the preliminary phase of the website redesign.

The goals are to:

- Create sections of information so that the public can find topics easier
- Streamline where the topics are placed to optimize user experience
- Update the look
- Still provide the great and extensive content for the riders and public

Moving forward, Tri Delta Transit is preparing an RFP for the website update.

Please let us know if you have any questions or need further information about any of these materials.

TAB 2

Agenda Item #6a
CEO's Report

Board of Directors Meeting

Wednesday May 25, 2022

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509



Chief Executive Officer's Report

May 2022

CEO Recruitment

The Nominating Committee will be meeting with the final candidates on Friday June 10.



Return to Full Service

Tri Delta Transit will return to full service when the planned schedule change begins on Monday, September 12th. The changes are:

- Tri MyRide expansion.
- The Oakley Park & Ride lot will become a time check point for routes 391, 300, and 383.
- Routes 200, 201, 202, and 300 will be re-named to 200X, 201X, 202X, and 300x designating them as Express Routes.
- The current weekend and holiday routes (392, 393, 394, 396) will be eliminated and replaced with routes 380, 381, 388, 389, 391, and 395. This will be a much-needed clarification to our route system.

Projects

- Free Clipper card promotion: all 800 free clipper cards have been distributed
- 2022 Summer Youth Pass
- Oakley Park & Ride lot construction
- Solar car charging station delivery and installation
- Hydrogen fueling station
- One-seat regional paratransit pilot program
- Return to full service (September 12th)
- Dynamic Personal Microtransit East County project
- On-line paratransit scheduling
- Clipper Start program
- Contra Costa County Accessible Transportation Plan development and implementation
- Analyze Antioch Park & Ride options
- Website update
- Expansion of Tri MyRide service area
- Facility electric grid upgrade
- Mobile Emergency Operations bus construction
- CCTA's Design Alternative Assessment for SR4 from I-680 to Hillcrest
- Policy manual update
- Transportation Development Act reform
- Parking lot repairs
- Facility floor covering replacement
- Hydrogen bus procurement
- MTC's Blue Ribbon Task Force recommendations

California State Budget

On May 13, Governor Newsom released the update to his proposed Fiscal Year 2022-23 budget, otherwise known as the "May Revise." The May Revise is based on the latest economic forecasts available to the Governor and the California Department of Finance and reflects a \$49.2 billion discretionary surplus. The May Revise maintains the following proposed one-time investments in transportation infrastructure included in the Governor's proposed January budget:

- Priority Transit and Rail Projects - \$2 billion for transit and rail projects statewide that improve rail and transit connectivity between state and regional/local services.
- Southern California Mobility Projects - \$1.25 billion to deliver critical projects in Southern California.
- Heavy-Duty Zero-Emission Vehicles and Supporting Infrastructure - \$935 million to deploy 1,000 zero-emission short-haul trucks and 1,700 zero-emission transit buses and \$1.1 billion for zero-emission trucks, buses, and off-road equipment and fueling infrastructure.
- High Priority Grade Separations and Grade Crossing Improvements - \$500 million to support critical safety improvements throughout the state.
- High-Speed Rail - \$4.2 billion to complete high-speed rail construction in the Central Valley, advance work to launch service between Merced and Bakersfield, advance planning and project design for the entire project, and leverage federal funds.
- Active Transportation - \$1.25 billion to General Fund to advance projects that increase the proportion of trips accomplished by walking and biking,

California State Budget - continued

increase the safety and mobility of non-motorized users, advance efforts to regional agencies to achieve GHG goals.

- Climate Adaptation - \$400 million for state and local climate adaptation projects that support climate resiliency and reduce risks from climate impacts.
- Emerging Opportunities - \$200 million to invest in demonstration and pilot projects in high carbon-emitting sectors, such as maritime, aviation, rail, and other off-road applications, as well as support for vehicle grid integration at scale.

Additionally, the May Revise restates the Governor's relief package to cushion the financial blow that many Californians have experienced because of the rise in gas prices and other inflation-induced price hikes. The package includes investments for the following transportation-related relief items, including \$11.5 billion in direct tax refunds to Californians; \$750 million in incentive grants to transit and rail agencies to provide free transit for Californians for 3 months; and \$439 million to pause a part of the sales tax rate on diesel for one year.

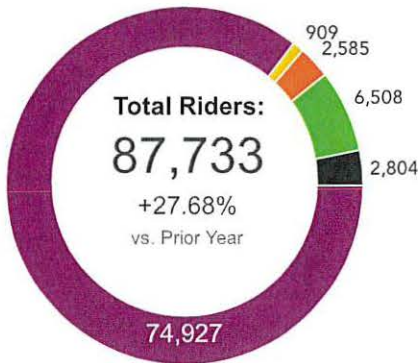
Services Offered

- Fixed route
- ADA and Senior paratransit
- Mobility on Demand
- Tri MyRide
- MedVan



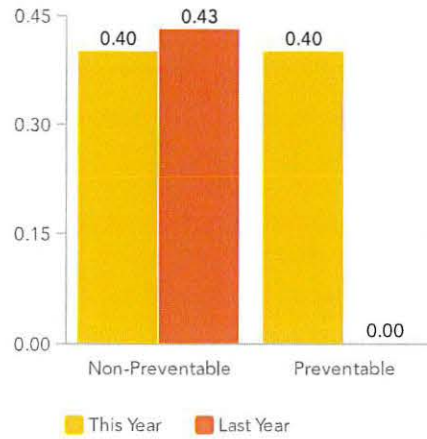
Performance Summary

Ridership

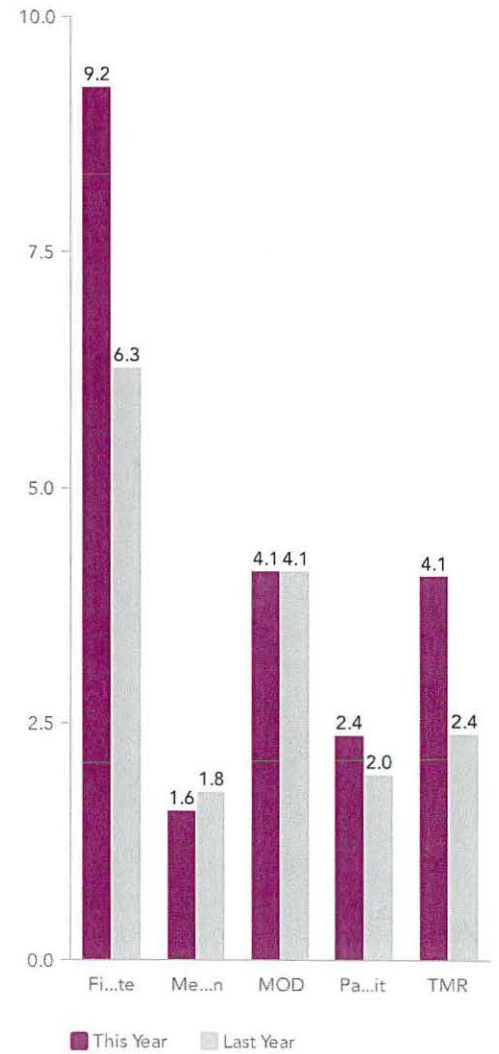


- Fixed Route
- MedVan
- MOD
- Paratransit
- TMR

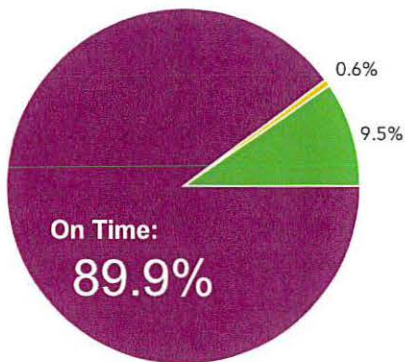
Accidents / 100K Miles



Passengers Per Revenue Hour

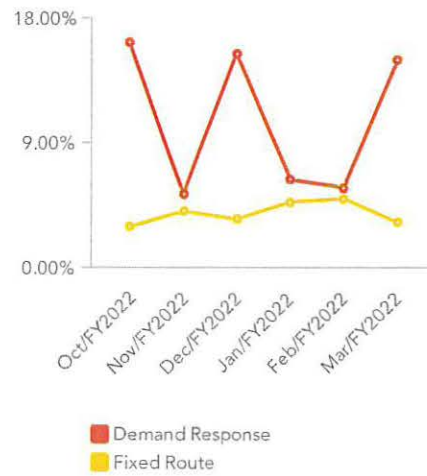


On Time Performance



- On Time
- Early
- Late

Cost Recovery Ratio



- Demand Response
- Fixed Route

Safety Performance

Preventable Accident Report

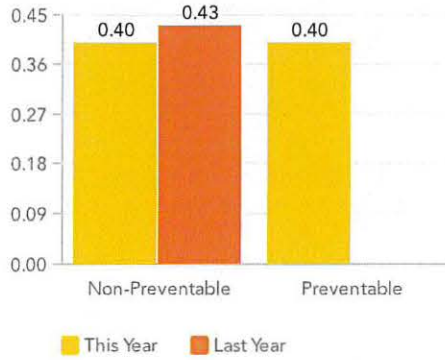
	Accidents	Per 100,000 Miles
Oct/FY2022	3	1.04
Nov/FY2022	1	0.37
Dec/FY2022	1	0.38
Jan/FY2022	2	0.88
Feb/FY2022	2	0.67
YTD 2022	1	0.40

YTD Change No data

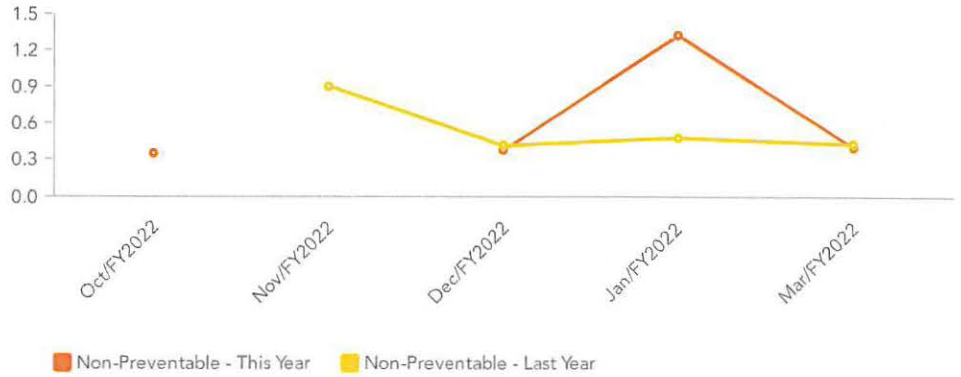
Preventable Accidents Per 100,000 Miles Last Six Months - System Wide



Year To Date - System Wide Accidents Per 100,000 Miles

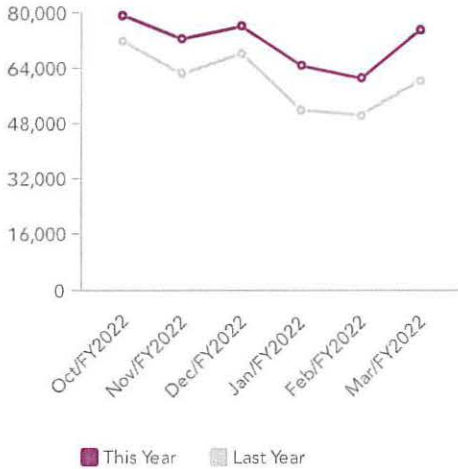


Non-Preventable Accidents Per 100,000 Miles Last Six Months - System Wide

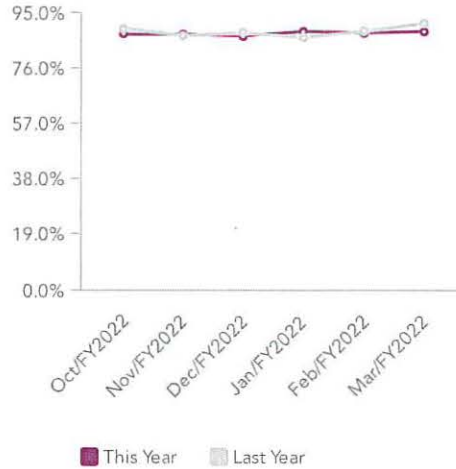


Fixed Route Performance

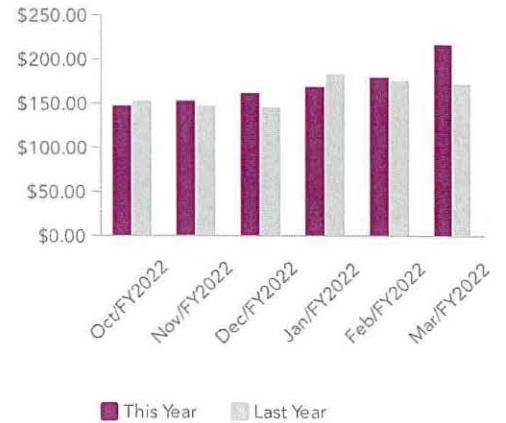
Total Ridership



On Time Performance



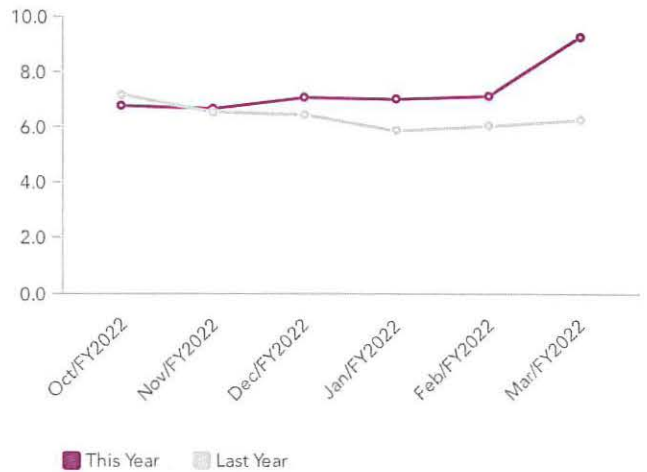
Operating Cost Per Revenue Hour



YTD Report - Fixed Route

Metric	This Year	Prior Year	% Change
Customer Average Miles Between Roadcalls	32,496.60	39,982.80	-18.7%
Service Complaints Per 100k Riders	26.69	29.86	-10.6%
% of Trips On Time	88.39	91.28	-3.2%
Ridership Per Rev. Hour	9.24	6.27	+47.4%
Financial Operating Costs Per Rev. Hour	215.37	170.72	+26.2%
Ridership Ridership	74,927.00	60,290.00	+24.3%

Passengers Per Revenue Hour



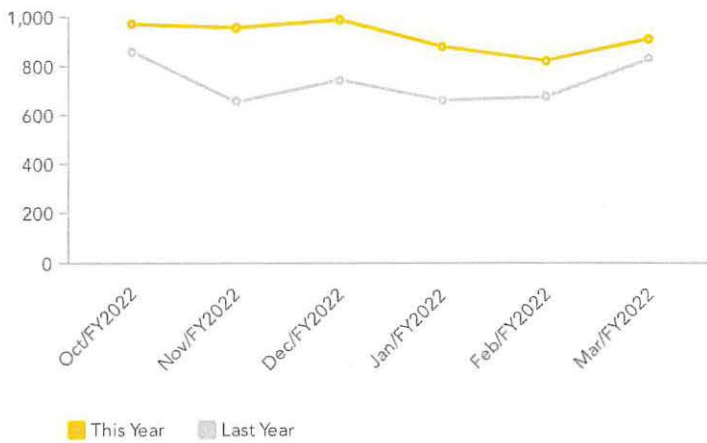
MedVan, Paratransit, and MOD Performance

YTD Report

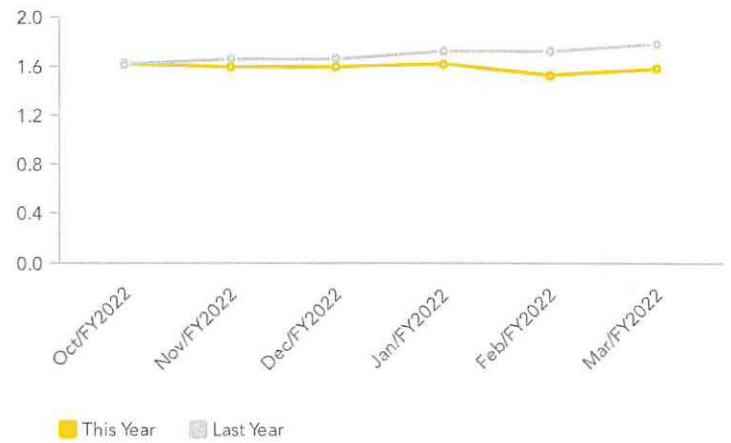
	Metric	This Year	Prior Year	% Change
Customer Service	Complaints Per 100k Riders	220.02	0.00	
	% of Trips On Time	96.40	97.63	-1.3%
Financial	Ridership Per Rev. Hour	1.58	1.78	-11.2%
	Operating Costs Per Rev. Hour	112.61	116.85	-3.6%
Ridership	Ridership	909.00	830.00	+9.5%

MedVan

Total Ridership



Passengers Per Revenue Hour

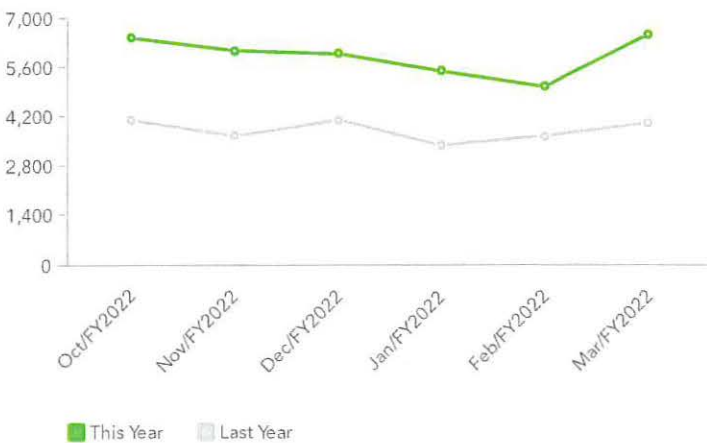


YTD Report

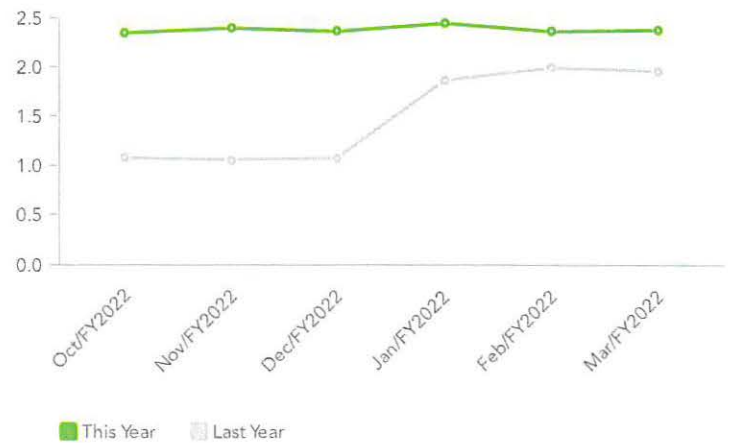
	Metric	This Year	Prior Year	% Change
Customer Service	Complaints Per 100k Riders	169.02	49.98	+238.2%
	% of Trips On Time	96.36	97.46	-1.1%
Financial	Ridership Per Rev. Hour	2.37	1.95	+21.5%
	Operating Costs Per Rev. Hour	113.00	117.38	-3.7%
Ridership	Ridership	6,508.00	4,002.00	+62.6%

Paratransit

Total Ridership



Passengers Per Revenue Hour



YTD Report

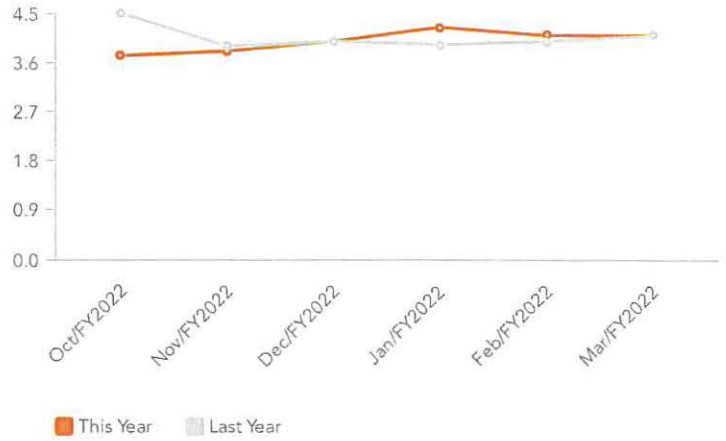
MOD

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	0.00	0.00	
Service	Ridership Per Rev. Hour	4.11	4.11	
Financial	Operating Costs Per Rev. Hour	105.03	116.68	-10.0%
Ridership	Ridership	2,585.00	2,044.00	+26.5%

Total Ridership



Passengers Per Revenue Hour

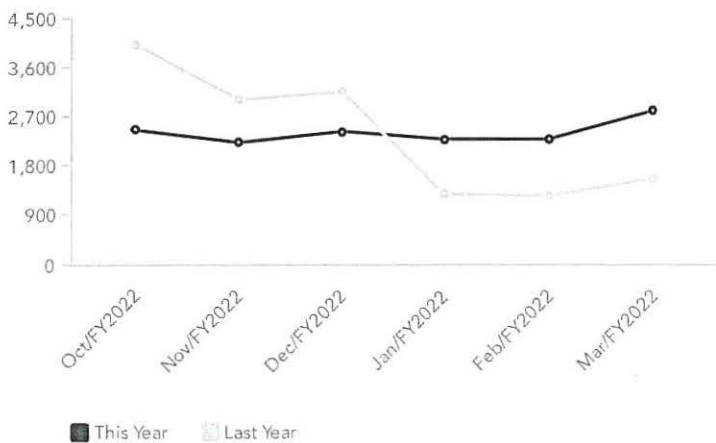


YTD Report

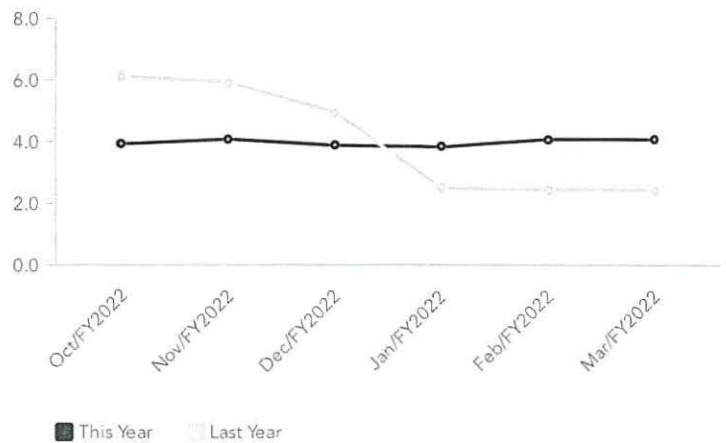
TMR

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	71.33	64.56	+10.5%
Service	Ridership Per Rev. Hour	4.06	2.39	+69.9%
Financial	Operating Costs Per Rev. Hour	106.76	112.18	-4.8%
Ridership	Ridership	2,804.00	1,549.00	+81.0%

Total Ridership



Passengers Per Revenue Hour



TAB 3

Agenda Item #7a

ACTION ITEM: Dynamic Personal Micro Transit MOU

Board of Directors Meeting

Wednesday May 25, 2022

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: May 25, 2022

Agenda Item: Dynamic Personal Microtransit MOU – Agenda Item #7a

Lead Staff: Jeanne Krieg, Chief Executive Officer



Background

In the Spring of 2021, the Cities of Antioch, Brentwood, Oakley, and Pittsburg and Contra Costa County collaborated and conducted the East Contra Costa County Dynamic Personal Micro Transit (DPMT) Feasibility Study (Study) to support potential DPMT deployment in the region. The Study findings were presented to the ECCTA Board on March 24, 2021, and the Board approved resolution #210324D in support of the Study findings and authorizing the Chief Executive Officer to enter discussions with other project partners and stakeholders to advance the project.

At the March 23, 2022 meeting, the Board received a presentation on a procurement strategy to advance the deployment of a DPMT project in East County. The presentation discussed the proposed partnership between ECCTA and the Contra Costa Transportation Authority (CCTA) to advance this project and reviewed the strategy to deliver the project using a Private/Public Partnership (P3) model.

CCTA and ECCTA continue to evaluate delivery options for the DPMT project and are targeting releasing a Request for Proposals in mid-2022 to identify a consortium of firms and if financially feasible, to enter into a System Pre-Development Agreement (SPDA) under which the Developer Team would assist in the advancement of the DPMT project.

Staff from ECCTA and CCTA have developed a Memorandum of Understanding (MOU) between the two agencies that defines roles and responsibilities for tasks related to the planning and advancement of the DPMT project.

Requested Action

Approve the proposed MOU between ECCTA and CCTA defining roles and responsibilities to advance the East County DPMT Project.

Attached: Proposed MOU

Memorandum of Understanding (MOU)

This Memorandum of Understanding entered into as of ____ day of _____ 2022 between:

Contra Costa Transportation Authority (CCTA) located at 2999 Oak Road, Suite 100, Walnut Creek, CA 94597

And the

Eastern Contra Costa County Transit Authority (ECCTA) Joint Power Authority (JPA) located at 801 Wilbur Avenue, Antioch, CA 94509

I. RECITALS

WHEREAS the Contra Costa Transportation Authority (“CCTA”) and the Eastern Contra Costa Transit Authority (“ECCTA”) and together with CCTA, the “Parties) desire to enter into this Memorandum of Understanding (“MOU”) to engage in the planning and project development needed to explore the possibility of and to pursue a public-private partnership (“P3”) to develop and implement a Dynamic Personal Micro Transit system (“DPMT” or “Project”) in East Contra Costa County (“ECCC”).

WHEREAS CCTA is designated as the Congestion Management Agency (“CMA”) for Contra Costa County (the “County”) and works to plan, fund, and implement innovative transit programs throughout the County. CCTA is responsible for maintaining and improving the County’s transportation infrastructure through projects and programs that connect communities in the County, while fostering a strong economy, increasing sustainability, while getting people to where they need to go safely and efficiently. As the CMA, CCTA makes recommendations on how state and federal transportation funds will be used in the County and serves as the County manager for Clean Air Program transportation funds. In addition, CCTA is an industry leader in working with the private sector by implementing innovative projects that encourage the use of connected and autonomous vehicles; and new mobility options to address the County’s transportation challenges. CCTA also administers the County’s half cent sales tax programs for transportation (Measures C and J).

WHEREAS ECCTA is a Joint Powers Agency (“JPA”) that operates fixed-route and paratransit service under the name “Tri Delta Transit” and contracts with a private company, First Transit, for the operation of buses in ECCC. ECCTA provides nearly 2 million trips each year to a population of approximately 315,000 residents in the 225 square miles of ECCC for the public benefit and plays an important role in the County’s economic health by providing access to jobs and schools, providing service to county clinics and local hospitals, reducing congestion on local roads, helping senior citizens and people with disabilities remain independent, providing commuter services, providing a school education program to teach young people to use the bus and protecting the environment by reducing the number of vehicles on the road.

WHEREAS in early 2021, the cities of Antioch, Brentwood, Oakley, and Pittsburg, and the Contra Costa County collaborated and conducted a study focused on DPMT Project deployment in ECCC.

WHEREAS the resulting ECCC DPMT Feasibility Study (the "Study"), completed in April 2021, analyzed whether constructing and operating a DPMT Project spanning approximately 28.7 miles through four cities (Antioch, Brentwood, Oakley, and Pittsburg) at a cost of approximately \$450 million would be feasible and beneficial.

WHEREAS the Study determined that the Project is feasible and would provide a cost effective and scalable transit solution that would support economic development and create jobs, while providing the community with an environmentally sustainable transportation solution.

WHEREAS on March 24, 2021, the ECCTA Board of Directors approved Resolution #210324D in support of the Study findings.

WHEREAS the Cities of Antioch, Brentwood, Oakley, and Pittsburg have all approved resolutions in support of the Study findings.

WHEREAS the Study further recommended a design-build-operate-finance-maintain ("DBFOM") P3 model to accelerate Project delivery.

WHEREAS the Parties anticipate releasing a request for proposals ("RFP") in mid-2022 to identify a consortium of firms (the "Developer Team"). Based upon the responses to the RFP, if the Project is financially feasible, the Parties anticipate entering into a System Pre-Development Agreement ("SPDA") under which the Developer Team will assist the Parties in advancing the DPMT Project, including refining the delivery approach, cost estimates and ridership assumptions, developing a funding plan for the project, and conducting the requisite preliminary engineering and environmental analysis.

WHEREAS, if financially feasible, CCTA and ECCTA desire to enter into the SPDA for the DPMT Project under a unique form of private-public partnership that will incorporate design, construction finance and operations and maintenance responsibilities within a comprehensive P3 framework.

WHEREAS the SPDA will define a financially feasible framework to complete certain pre-development activities and the responsibilities of each party during this phase. The SPDA will define a recommended phasing strategy for the Project based on available funding and a proposed funding strategy for implementation that will define both private sector and public sector funding commitments and will refine project assumptions including costs and ridership assumptions.

WHEREAS under the SPDA, if financially feasible, the Parties will also jointly negotiate the terms of the definitive System Development Agreement ("SDA") under which the DPMT Project will be delivered using a unique comprehensive P3 framework that will include the Developer Team designing, financing, constructing, operating, and maintaining the DPMT Project in close partnership with the Parties.

WHEREAS any commitments by CCTA and ECCTA within this MOU, as applicable, are subject to approval by their respective Governing Boards.

II. COMMITMENTS

CCTA/ECCTA RESPONSIBILITIES

CCTA and ECCTA agree:

1. To abide by all applicable federal, state and local laws and regulations pertaining to the DPMT Project.
2. To collaborate on developing a Project Management Plan that will define the roles and responsibilities for the development of the DPMT Project scope, schedule, budget, and the framework to further develop and advance the DPMT Project's planning, funding, and design.
3. To negotiate in good faith and enter into a Cooperative Agreement to further and more specifically define the roles and responsibilities of each agency during the SPDA and subsequent phases of the Project, including any funding commitments and dedication of resources required to implement the Project.
4. To identify funding for the procurement and sources for any payments required during the SPDA phase.
5. To release an RFP for SPDA and select a Developer Team.
6. To negotiate with the selected Developer Team and execute a SPDA.
7. To identify staff resources to facilitate the development of the RFP, SPDA, and Project development during the SPDA phase.

IN WITNESS WHEREOF, the undersigned authorized representatives of the Parties have executed this MOU as of the date first written above.

Contra Costa Transportation Authority

Timothy Haile, Executive Director

Date: _____

Eastern Contra Costa Transit Authority

Jeanne Krieg, Chief Executive Officer

Date: _____

TAB 4

Agenda Item #7b
ACTION ITEM: Facility Exterior Painting

Resolution #220525A

Board of Directors Meeting

Wednesday May 25, 2022

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: May 25, 2022
Agenda Item: Facility Exterior Painting – Agenda Item #7b
Lead Staff: Joe Chappelle, Manager of Administrative Services
Approved: Jeanne Krieg, Chief Executive Officer 

Background

The blue exterior front entrance to ECCTA's main facility was built in 2003 as part of a larger expansion to the facility. Staff has done its best to keep it maintained, however after many years of exposure to the elements, the blue exterior needs to be repainted and given some minor repairs. This work would be considered a public works project, requiring ECCTA to hold a formal procurement.

Process

April 4, 2022: IFB 2022-02 for the painting and repair of ECCTA's blue facility exterior was mailed to 19 firms, publicly advertised, and posted on ECCTA's website.

April 20, 2022: three firms attended a pre-bid meeting.

May 4, 2022: ECCTA received two responsive bids from:

- Athens Painting and Commercial Coating Inc.
- Color New Co.

Athens Painting and Commercial Coating Inc. was the lowest, responsible bidder with a bid price of \$16,000.

Requested Action

Adopt Resolution #220525A authorizing the CEO to enter into a contract for the painting and repair of ECCTA's blue facility exterior with Athens Painting and Commercial Coating Inc. for an amount not to exceed \$17,600 which includes a 10% contingency.



TRI DELTA TRANSIT

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

RESOLUTION #220525A **Authorization for Award of Contract for** **Facility Exterior Painting**

Resolution #220525A authorizes the CEO to enter into a contract for the painting and repair of ECCTA’s blue facility exterior with Athens Painting and Commercial Coating Inc.

WHEREAS, the blue facility exterior was built in 2003; and

WHEREAS, it needs repainting and repair after years of exposure to the elements; and

WHEREAS, two responsive bids were received; and

WHEREAS, Athens Painting and Commercial Coating Inc. is the lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #220525A authorizing the CEO to enter into a contract for the painting and repair of ECCTA’s blue facility exterior with Athens Painting and Commercial Coating Inc for an amount not to exceed \$ 17,600 which includes a 10% contingency.

PASSED AND ADOPTED THIS 25th day of May 2022, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Ken Gray, Chair

Jeanne Krieg, Chief Executive Officer

AYES: _____
NOES: _____
ABSENT: _____
ABSTENTIONS: _____

TAB 5

Agenda Item #7c

ACTION ITEM: Budget FY 2022-2023

Resolution #220525B

Board of Directors Meeting

Wednesday May 25, 2022


ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: May 25, 2022

Agenda Item: Proposed FY2022-2023 ECCTA Budget – Agenda Item #7c

Lead Staff: Agustin Diaz, Chief Financial Officer

Approved: Jeanne Krieg, Chief Executive Officer 

The proposed, balanced and fully-funded FY2022-2023 operating and capital budget was developed using projected service levels, revenue sources and planned projects.

Operating Budget Components

Operating Revenue

Operating revenues are divided into the following categories:

1. Non-Fund Operating (fares, advertising sales, BART DR contract)
2. Federal Operating Assistance
3. Transportation Development Act (TDA) and State Transit Assistance (STA) funds
4. BART Feeder Bus (STA)
5. Low Carbon Transit Operations Program (LCTOP)
6. Regional Measure 2 (RM2)
7. Measure J

Operating Expenses

Operating expenses are divided into the following categories:

1. Purchased Transportation (First Transit operations contract and Mobility on Demand)
2. Materials and Supplies (fuel, tires, and other materials and supplies)
3. Salaries and Benefits
4. Services (professional and technical service, custodial, temporary help and contract maintenance service)
5. Casualty and Liability
6. Utilities
7. Taxes (property and diesel fuel tax)
8. Miscellaneous (dues, subscriptions, travel and advertising)

Operating Budget Process

The budget is driven by the projected miles, hours and passengers for each mode of service. From that point, everything else is derived from actual expenses such as purchased transportation, fuel, tires, insurance and taxes.

Revenue

- The Metropolitan Transportation Commission (MTC) issued their annual estimate and proposed apportionment and distribution of funds. Additionally, the Contra Costa Transportation Authority (CCTA) apportioned STA and Measure J operating funds for FY2022-2023. Those revenue estimates were used as a guide to create the proposed budget for FY2022-2023 operating and capital projects.
- The previous year-to-date average fare per passenger was used to calculate fare revenue (\$1.00 for fixed-route, \$2.01 for demand response and \$24.89 for MedVan).
- Federal operating revenues include our regular apportionment of ADA operating assistance and also include additional general operating assistance from Federal formula funds.
- Other revenue sources remain about the same.

Expenses

ECCTA's budgeted expenses are based off of the current year actual expenses with the following adjustments:

- Purchased Transportation – beginning July 1, 2022 the operations contract will have a fixed annual cost of \$2,959,883 and will have a variable cost of \$58.68 per service hour. Service hours will return to pre-pandemic level in September 2022 with the opening of the Oakley Park and Ride.
- Materials and Supplies – it is projected that fuel costs will increase significantly.
- Salaries and Benefits – staffing levels have remained consistent. A 5% inflation buffer has been included in the proposed budget as well as costs to account for the overlap in replacement of the CEO and COO positions.
- Services – significant increase due to new software programs and software maintenance.
- Casualty and Liability – uses actual costs for insurance from the First Transit operations contract and a 15% increase for other insurance premiums.
- Utilities – increased by 3%.
- Taxes – based on current property tax rate and projected diesel fuel usage.
- Miscellaneous – a significant increase as we resume travel/conferences and increase advertising including the printing of new schedules.

The proposed operating budget is \$32,535,285

Capital Budget

The capital budget projects are either fully-funded with TDA capital funding or the TDA capital funding serves as a local match to another fund source. Here are the proposed projects for FY2022-2023:

	TDA Share	Total Cost
Antioch Park and Ride	\$1,000,000	\$5,000,000
Trapeze Software Upgrade	\$200,000	\$200,000
TOTAL	\$1,200,000	\$5,200,000

Total Budget

ECCTA's proposed fully-funded FY2022-2023 operating budget is \$32,535,285

ECCTA's proposed fully-funded FY2022-2023 capital budget is \$5,200,000

Requested Action

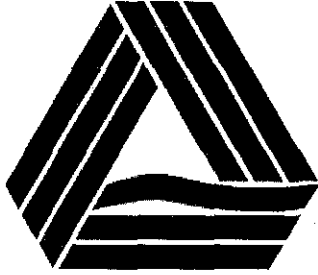
Adopt Resolution #220525B approving the proposed FY2022-2023 ECCTA operating and capital budget.

Eastern Contra Costa Transit Authority
FY 2022-2023 Operating Budget

	FY20 Actual	%	FY21 Actual	%	FY22 Budget	%	FY22 Estimate	%	FY23 Budget	%
REVENUES										
Fares	1,732	7%	718	3%	1,394	5%	1,358	5%	1,740	5%
Advertising Sales	187	1%	170	1%	160	1%	170	1%	170	1%
BART DR Service Reimbursement	148	1%	168	1%	195	1%	187	1%	205	1%
Total Operating Sources:	2,067	9%	1,056	4%	1,749	6%	1,715	7%	2,115	7%
Federal	1,174	5%	6,850	29%	5,068	18%	3,552	14%	4,361	13%
State	15,527	66%	1,838	8%	15,788	57%	15,757	60%	21,513	66%
Local	1,718	7%	10,296	44%	2,086	8%	2,338	9%	1,727	5%
BART "feeder bus"	2,802	12%	3,050	13%	2,900	11%	2,900	11%	2,809	9%
Interest & Other	86	0%	401	2%	6	0%	11	0%	10	0%
Total Non-operating Sources:	21,307	91%	22,435	96%	25,848	94%	24,558	93%	30,420	93%
Total Operating Revenues:	23,374	100%	23,491	100%	27,597	100%	26,273	100%	32,535	100%
EXPENDITURES										
Purchased Transportation	13,678	59%	14,323	61%	15,900	58%	15,359	58%	18,388	57%
Materials and Supplies	3,393	15%	2,490	11%	4,444	16%	3,669	14%	5,649	17%
Salaries & Benefits	4,339	19%	4,788	20%	5,069	18%	5,078	19%	6,149	19%
Services	927	4%	939	4%	1,092	4%	994	4%	1,036	3%
Casualty and liability insurance	571	2%	547	2%	576	2%	620	2%	670	2%
Utilities	175	1%	195	1%	193	1%	207	1%	220	1%
Other	292	1%	209	1%	323	1%	346	1%	424	1%
Total Operating Expense:	23,375	100%	23,491	100%	27,597	100%	26,273	100%	32,535	100%
KEY PERFORMANCE INDICATORS										
Passengers	1,551		858		1,072		1,024		1,189	
Revenue Hours	211		170		217		202		234	
Revenue Miles	2,831		2,244		2,837		2,682		3,122	
Gallons of Diesel Fuel	521		445		525		512		558	
Gallons of Gasoline	129		99		132		113		172	
FTEs	184		160		185		174		191	
Average # ECCTA Positions	38.0		37.0		37.0		37.0		38.0	
FINANCIAL RATIOS										
\$/Passenger	\$15.07		\$27.38		\$25.74		\$25.66		\$27.35	
\$/Rev Hour	\$110.78		\$138.18		\$127.18		\$130.06		\$139.13	
\$/Rev Mile	\$8.26		\$10.47		\$9.73		\$9.80		\$10.42	
\$/Gallon Diesel	\$2.52		\$2.95		\$4.75		\$3.50		\$6.00	
\$/Gallon Gasoline	\$2.62		\$3.41		\$3.25		\$4.14		\$4.75	
\$ Sal&Ben/Employee ECCTA (\$000s)	\$114		\$129		\$137		\$137		\$162	

**Eastern Contra Costa Transit Authority
FY 2022-2023 Capital Budget**

Project	TDA Share	Total Cost
Antioch Park and Ride	\$1,000,000	\$5,000,000
Trapeze Software Upgrade	\$200,000	\$200,000
TOTAL	\$1,200,000	\$5,200,000



TRI DELTA TRANSIT

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

RESOLUTION #220525B

APPROVAL OF THE FINAL FISCAL YEAR 2022-2023 OPERATING AND CAPITAL BUDGET

WHEREAS, the County of Contra Costa and the cities of Antioch, Brentwood, Oakley and Pittsburg (hereinafter "Member Jurisdictions") have formed the Eastern Contra Costa Transit Authority ("ECCTA"), 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

WHEREAS, the adoption of an operating and capital budget is required by the Joint Exercise of Powers Agreement and Bylaws of ECCTA, and is necessary for obtaining both Federal, State and Local funds to support ECCTA's transit program; and

WHEREAS, the Chief Executive Officer or her designee have prepared and presented to the Board of Directors a proposed final Operating Budget for Fiscal Year 2022-2023 in the amount of \$32,535,285 which sets forth the projected revenues and expenses associated with ECCTA's operating and maintenance program; and

WHEREAS, the Chief Executive Officer or her designee have prepared and presented a proposed final Capital Budget for Fiscal Year 2022-2023 in the amount of \$5,200,000.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Eastern Contra Costa Transit Authority adopts the Operating and Capital budget for Fiscal Year 2022-2023, a copy of which is attached and incorporated by this reference; and

BE IT FURTHER RESOLVED, that the Chief Executive Officer or her designee is directed to submit this budget to the Metropolitan Transportation Commission, together with a copy of this resolution at the earliest practicable date.

PASSED AND ADOPTED THIS 25th day of May 2022, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Ken Gray, Chair

Jeanne Krieg, CEO

AYES: _____
NOES: _____

ABSENT: _____
ABSTENTIONS: _____

TAB 6

Agenda Item #7d

ACTION ITEM: Authorization to File Funding Application

Resolution #220525C

Board of Directors Meeting

Wednesday May 25, 2022

**ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509**

Staff Report to ECCTA Board of Directors

Meeting Date: May 25, 2022

Agenda Item: Authorization to File Funding Application – Agenda Item #7d

Lead Staff: Agustin Diaz, Chief Financial Officer

Approved: Jeanne Krieg, Chief Executive Officer 

TDA & STA BACKGROUND

The Mills-Alquist-Deddeh Act (SB 325) was enacted by the California Legislature to improve existing public transportation services and encourage regional transportation coordination. Known as the Transportation Development Act (TDA) of 1971, this law provides funding to be allocated to transit and non-transit related purposes that comply with regional transportation plans. The TDA provides two funding sources:

1. Local Transportation Fund (LTF), which is derived from a ¼ cent of the general sales tax collected statewide.
2. State Transit Assistance fund (STA), which is derived from the statewide sales tax on gasoline and diesel fuel.

The State Board of Equalization, based on sales tax collected in each county, returns the general sales tax revenues to each county's LTF. The STA funds are appropriated by the legislature to the State Controller's office. The Controller's office then allocates the tax revenue, by formula, to planning agencies and other selected agencies. Statute requires that 50% of STA funds be allocated according to population and 50% be allocated according to operator revenues from the prior fiscal year. The Metropolitan Transportation Commission (MTC) is the transportation planning agency for the Bay Area and administers TDA and STA funds for the region.

ECCTA's RESPONSIBILITIES

- applies for an annual allocation of TDA and STA funds through MTC each year;
- uses TDA funds for general operating purposes, including amounts statutorily directed to paratransit services;
- obligates an amount of these TDA funds for capital projects and as a required local match for other capital funds obtained when necessary;
- applies for an annual STA allocation through MTC simultaneously with the TDA application; and
- uses the STA funds received for general operating purposes in much the same way that TDA funds are used.

APPLICATION PROCESS

ECCTA submits an annual TDA/STA application to MTC. A resolution adopted by the governing board is required.

REQUESTED ACTION

Adopt Resolution #220525C which authorizes the Chief Executive Officer or her designee to file an application with the Metropolitan Transportation Commission for the FY2022-2023 allocation of Transportation Development Act and State Transit Assistance funds.



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
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RESOLUTION #220525C AUTHORIZATION FOR FILING OF TDA and STA FUNDING

Resolution #220525C authorizes the Chief Executive Officer or her designee, to file an application with the Metropolitan Transportation Commission for the allocation of Transportation Development Act and State Transit Assistance.

WHEREAS, the Transportation Development Act (TDA), (Public Utilities Code §99200 et seq.), provides for the disbursement of funds from the Local Transportation Fund (LTF) of the County of Contra Costa for use by eligible applicants for the purpose of administering and operating public transit services in Eastern Contra Costa County; and

WHEREAS, pursuant to the provisions of the TDA, and pursuant to the applicable rules and regulations thereunder (21 Cal. Code of Regs. §6600 et seq.) a prospective applicant wishing to receive an allocation from the Local Transportation Fund (LTF) shall file its claim with the Metropolitan Transportation Commission; and

WHEREAS, the State Transit Assistance (STA) fund is created pursuant to Public Utilities Code §99310 et seq., and

WHEREAS, the STA fund makes funds available pursuant to Public Utilities Code §99313.6 for allocation to eligible applicants to support approved transit projects; and

WHEREAS, TDA funds from the Local Transportation Fund of Contra Costa County and STA funds will be required by applicant in Fiscal Year 2022-2023 for administering and operating Fixed Route and paratransit services for the public of Eastern Contra Costa County; and

WHEREAS, the Eastern Contra Costa Transit Authority is an eligible applicant for TDA and/or STA funds pursuant to PUC §99260;

NOW, THEREFORE, BE IT RESOLVED, that the Chief Executive Officer is authorized to execute and file appropriate TDA / STA applications together with all necessary supporting documents with the Metropolitan Transportation Commission; and be it further

BE IT FURTHER RESOLVED, that a copy of this resolution be transmitted to the Metropolitan Transportation Commission in conjunction with the filing of such claims; and the Metropolitan Transportation Commission be requested to grant the allocation of funds specified in the applications and supporting documents.

PASSED AND ADOPTED THIS 25th day of May 2022, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Ken Gray, Chair

Jeanne Krieg, CEO

AYES: _____
NOES: _____

ABSENT: _____
ABSTENTIONS: _____

TAB 7

Agenda Item #7e
ACTION ITEM: DBE Triennial Goal


Resolution #220525D

Board of Directors Meeting

Wednesday May 25, 2022

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: May 25, 2022
Agenda Item: DBE Triennial Goal- Agenda Item #7e
Lead Staff: Tania Babcock, DBE Liaison Officer/Executive Assistant
Approved: Jeanne Krieg, Chief Executive Officer 

Background

ECCTA implements a Disadvantaged Business Enterprise (DBE) Program in accordance with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR Part 26). The DBE regulations require United States Department of Transportation recipients to implement a DBE program and to set an overall DBE Triennial Goal for Federal Transit Administration (FTA)-assisted contracts.

Appendix A details the methodology used to establish ECCTA's overall DBE Triennial Goal. In determining the DBE goal for the Federal fiscal period of October 1, 2022 through September 30, 2025, ECCTA reviewed the FTA-assisted contracting opportunities over this period, excluding any FTA funds to be used for the purchase of transit vehicles as transit vehicle purchases are not included in the goal setting process.

As described in the methodology, ECCTA evaluated the actual contracting opportunities to be offered using FTA funds, the ready, willing and able DBEs to participate in such opportunities, and other relevant evidence in order to determine its overall DBE goal. ECCTA proposes a DBE Triennial Goal of 0% for the three-year Federal Fiscal period, from October 1, 2022 through September 30, 2025 (FFY 2023-2025).

ECCTA was recently awarded federal funding to build a hydrogen fuel cell station and ECCTA will revise the DBE Triennial Goal after the hydrogen fuel cell station consultant completes their contract for the design and installation of the hydrogen fuel cell station.

Attached

- Resolution #220525D

See Appendix A: ECCTA's proposed DBE Triennial Goal for Federal Fiscal Years 2023-2025
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Requested Action

Adopt Resolution #220525D accepting ECCTA's proposed DBE Triennial Goal of 0% for FTA-assisted contracts for Federal Fiscal Years 2023-2025.



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
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**RESOLUTION #220525D
DISADVANTAGED BUSINESS ENTERPRISE (DBE) TRIENNIAL GOAL FOR FEDERAL
FISCAL YEARS (FFY) 2023-2025**

Resolution #220525D accepts the DBE Triennial Goal of 0% for FFY 2023-2025.

WHEREAS, in accordance with 49 CFR Part 26, Eastern Contra Costa Transit Authority (ECCTA) must establish an overall goal for DBE participation on all FTA-assisted contracts for FFY 2023-2025; and

WHEREAS, ECCTA must follow the procedures established by 49 CFR Part 26 to calculate its overall goal; and

WHEREAS, ECCTA has developed a methodology based on demonstrable evidence of the availability of ready, willing and able DBEs relative to all businesses ready, willing and able to participate on ECCTA's FTA-assisted contracts; and

WHEREAS, the methodology includes the base figure and the evidence with which it was calculated, and the evidence for any adjustments made to the base figure; and

WHEREAS, the goal reflects ECCTA's determination of the level of DBE participation it would expect absent the effects of discrimination; and

WHEREAS, ECCTA published its goal and methodology on its website on March 7, 2022; and

WHEREAS, ECCTA consulted with groups and organizations which could be expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and ECCTA's efforts to establish a level playing field for the participation of DBEs; and

WHEREAS, ECCTA will revise its DBE goal after new federally-assisted contracting opportunities become available;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #220525D accepting the DBE Triennial Goal of 0% for FFY 2023-2025. Upon approval, ECCTA shall submit to the FTA the DBE Triennial Goal of 0% for FTA-assisted contracts for FFY 2023-2025.

RESOLUTION #220525D

PASSED AND ADOPTED THIS 25th day of May 2022, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Ken Gray, Chair

Jeanne Krieg, CEO

AYES:

NOES:

ABSENT:

ABSTENTIONS:

