



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 27th, 2015

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available on line: 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
- Anticipated action by the Board of Directors

1. **Call to Order:** Chair Gene Clare
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 Gene Clare
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 22nd, 2015
 - b. Financial Report
 - c. Marketing Activities Report

Requested Action: Approve items 5a, 5b, and 5c
6. **CEO's Report:** Jeanne Krieg
 - a. **Operations Report** (*see attachment: tab #2*)
 - b. **FTA Triennial Review** (*see attachment: tab #3*)

Board of Directors:

City of Antioch
Wade Harper
Mary Rocha

City of Brentwood
Gene Clare*
Barbara Guise

City of Oakley
Doug Hardcastle
Kevin Romick

City of Pittsburg
Ben Johnson**
Pete Longmire

Contra Costa County
Federal Glover
Mary Piepho

Member-at-Large
Ken Gray

* Chair: FY 2014-15
** Vice-chair: FY 2014-15

**Board of Directors Meeting Agenda
Wednesday May 27, 2015**

7. ACTION AND DISCUSSION ITEMS

- a. **ACTION ITEM:** Proposed FY 2015-16 Budget
(see attachment: tab #4)

Requested Action: Approve the proposed FY 2015-16 budget.

- b. **ACTION ITEM:** Authorization to file claims
(see attachment: tab #5)

Requested Action #1: Adopt Resolution #150527a which authorizes the Chief Executive Officer or her designee to file an application with the Metropolitan Transportation Commission for the FY16 allocation of Transportation Development Act and State Transit Assistance funds.

Requested Action #2: : Adopt Resolution #150527b which authorizes the Chief Executive Officer or her designee to execute and submit an allocation request for FY16 Regional Measure 2 (RM2) funds.

- c. **ACTION ITEM:** Updated Service Standards
(see attachment: tab #6)

Requested Action: Approve the proposed service standards

- d. **ACTION ITEM:** Board Member Travel
(see attachment: tab #7)

Requested Action: Authorize the attendance of conferences by board members during FY 2015-16.

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 24th, 2015 at 4:00pm at the ECCTA administration facility, 801 Wilbur Avenue, Antioch, CA

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 Tri Delta Transit's front desk located 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 Tri Delta Transit'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 Tri Delta Transit 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 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.

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 5a,b,c
Consent Calendar (ACTION ITEM): Minutes, Financial Report, and
Marketing Activities Report

Board of Directors Meeting Agenda

Wednesday May 27, 2015

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

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

MINUTES

April 22, 2015

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

ROLL CALL / CALL TO ORDER

PRESENT: Ken Gray (Member-at-Large); Nancy Parent, Alternate for Federal Glover (Contra Costa County); Barbara Guise (Brentwood); Doug Hardcastle (Oakley); Wade Harper (Antioch); Pete Longmire (Pittsburg); Mary N. Piepho (Contra Costa County); Mary Rocha (Antioch); Kevin Romick (Oakley); Ben Johnson (Pittsburg/Vice Chair); and Gene Clare (Brentwood/Chair)

ABSENT: None

STAFF: Jeanne Krieg, Chief Executive Officer (CEO)
Steve Ponte, Chief Operating Officer (COO)
Megan Burke, Legal Counsel
Ann Hutcheson, Director of Administrative Services

OTHERS

PRESENT: Susan Hinson, First Transit
Gary Mitchell, First Transit
Hosie Pintily, First Transit
Michael Daugelli, Board Alternate

PLEDGE OF ALLEGIANCE

Chair Clare led the Pledge of Allegiance.

PUBLIC COMMENT

Michael Daugelli, Antioch, referenced his comments from previous meetings related to San Francisco Muni's Transit Passes for seniors, which he had indicated were available to all seniors. He explained it was only when he had received the application had he learned that the senior had to be a resident of San Francisco to be able to qualify. He apologized for the misinformation.

With respect to the new program he had started at the Antioch Senior Center advising people how to go places, Mr. Daugelli explained that he had given a group of 12 people instruction on how to get to Yosemite using Tri Delta Transit, Amtrak, and a Merced area bus system, which took passengers all the way into the floor of the Yosemite Valley. He reported that if securing tickets early enough, the round trip fare from Antioch through Amtrak would be \$51, not including the cost of the Merced area bus link. He added that Tri Delta Transit could get a rider anywhere.

Chair Clare welcomed Pete Longmire to the Board and noted that Nancy Parent was serving as Federal Glover's alternate.

CHAIR'S REPORT

There was no Chair's Report.

CONSENT CALENDAR

On motion by Director Rocha, seconded by Director Harper, ECCTA Boardmembers adopted the Consent Calendar, as follows, carried by the following vote:

- A. Minutes of the Board of Directors meeting of February 25, 2015
- B. Financial Report
- C. Marketing Activities Report

AYES: Gray, Guise, Hardcastle, Harper, Johnson, Longmire, Parent, Piepho,
Rocha, Romick, and Clare
NOES: None
ABSTAIN: None
ABSENT: None

CHIEF EXECUTIVE OFFICER'S REPORT

- A. Operations Report

Chief Executive Officer Jeanne Krieg presented a schedule for the 2015/2016 conferences offered by the American Public Transportation Association (APTA), and reminded the Board that the adopted policy allowed each member to attend two fiscal conferences each year while any third attendance would require Board approval. The APTA Legislative Conference was typically limited to the Chair and Vice Chair, or their designees. She reported that this year's annual meeting would be in San Francisco.

Ms. Krieg also reported great success with Antioch Code Enforcement officers to discourage the homeless camps on Tri Delta Transit owned property, specifically the future Park & Ride lot at Sixth Street and Auto Center Drive.

Ms. Krieg announced that the Clipper project was progressing on schedule; the installation of equipment including antennas, servers, battery backups, and Internet connections on the building should be completed by the end of next week, and once the installation location had been approved, all buses would be equipped with Clipper devices. The system was scheduled to go live by Friday, September 25, 2015.

Ms. Krieg reported that the Department of Transportation (DOT) had issued new requirements associated with the Americans with Disabilities Act (ACT) that would become effective on July 13, 2015, and while Tri Delta Transit was mostly compliant, some minor modifications would be required. She noted that the auditors had expressed concern that Tri Delta Transit was operating senior service at the expense of service to ADA-eligible individuals, and asked that ADA and non-ADA reporting be separated. She explained that similar concerns about non-ADA service for seniors detracting from federally required, obligatory ADA services, had been expressed each year by the application review committee concerning the Measure J, Program 15 – Countywide Paratransit Claim. She stated the demand for paratransit services continued to grow, and added that paratransit customers were now able to check their ride status and cancel trips online, and the hope was eventually being able to offer on-line reservation services.

Reporting that staff had recently gone through two audits, Ms. Krieg advised that the Federal Transit Administration (FTA) and Metropolitan Transportation Commission (MTC) audits were still in draft form although there was nothing alarming in either audit. She advised that the 2015 Summer Youth Pass wristbands would be distributed at Federal Glover's Youth Summit on May 9, 2015 with 250 wristbands, unlimited rides for youth customers, fully funded by 511 Contra Costa. Tri Delta Transit would begin selling the wristbands on May 18, 2015 for \$50 each and Contra Costa 511 would pay \$10 for each one sold. She also reported that the fixed route buses were on schedule to be built in October 2016, and it was likely they would be built at the new Gillig plant in Livermore.

With respect to expenses, Ms. Krieg advised that expenses were within budget and all indicators showed ending the year within budget. She noted that the low fuel prices had helped. Ridership on fixed route was flat compared to this time last year, not surprising given that last year was a record year, and passengers per hour had increased by two percent. Ridership on paratransit continued to increase; system capacity was being tested with the influx of seniors on the system which had resulted in an increase in complaints and a decrease in on-time performance.

As requested by Director Hardcastle, Ms. Krieg advised that the fuel component of Tri Delta Transit's operation had been included on the operations report.

B. Communication to Board from Website

Ms. Krieg presented a communication to the Board of Directors which had been received via the customer service page on the ECCTA website from Rachel Knight Mills.

C. Bus Stop Amenities Report

Ms. Krieg also presented a report requested by Director Johnson to show the number of bus stop amenities in the Tri Delta Transit system; which included 256 benches, 71 shelters, 150 garbage cans, 35 wayfinder route information devices, and two wayfinder route information signs at the BART station.

Director Rocha asked if there was a way to know if the shelters and other amenities had attracted more customers, to which Ms. Krieg explained there was not and the amenities differed in many ways due to a number of factors including the differing regulations in the various communities served. She clarified, when asked, that garbage was picked up by Tri Delta Transit.

ACTION AND DISCUSSION ITEMS

A. 2015 Pittsburg Seafood Festival Shuttle

Ms. Krieg reported that the item related to the Pittsburg Seafood Festival Shuttle was a continuation of a conversation from last year. She explained that the Seafood Festival Shuttle had been popular for many years when in 2012 the Seafood Festival Committee had moved the Festival back to Railroad Avenue, and for the next two years had not been very successful. With a move back to the Marina, the Committee had asked for another chance with the shuttle. She had come to the Board and it had approved running the shuttle with the understanding that there had to be a minimum ridership of 4,000 passengers to continue its operation. The ridership last year had reached and exceeded that level. With another request from the Committee for the shuttle, she asked the Board for approval to once again operate the shuttle with a minimum ridership requirement of 4,000.

On motion by Director Guise, seconded by Director Harper, ECCTA Boardmembers authorized staff to operate shuttle service for the 2015 Pittsburg Seafood Festival on September 12 and 13, 2015, carried by the following vote.

AYES: Gray, Guise, Hardcastle, Harper, Johnson, Longmire, Parent, Piepho,
Rocha, Romick, and Clare

NOES: None

ABSTAIN: None

ABSENT: None

B. Employee Handbook Changes

Ms. Krieg reported that regulatory changes to binding arbitration requirements had necessitated an update to ECCTA's appeals process, and would require a revision to ECCTA's Administration and Maintenance Department handbooks.

Director Parent referred to the costs and noted that the responsibility for cost had been changed from being split between the parties to being absorbed by ECCTA.

Megan Burke, Legal Counsel, advised that it was now mandatory that the cost be absorbed by ECCTA.

On motion by Director Johnson, seconded by Director Piepho, ECCTA Boardmembers approved the proposed revised appeals process to binding arbitration, effective April 23, 2015, carried by the following vote.

AYES: Gray, Guise, Hardcastle, Harper, Johnson, Longmire, Parent, Piepho,
Rocha, Romick, and Clare
NOES: None
ABSTAIN: None
ABSENT: None

C. Title VI, Limited English Proficiency, and Environmental Justice

Ms. Krieg took this opportunity to thank Michael Daugelli for volunteering to proof the document.

Steve Ponte, Chief Operating Officer, stated that the manual had been rewritten because FTA had wanted a table of contents. It included essentially the same information that had been part of the system redesign. He clarified that Title VI made sure there was no discrimination based on race or ethnicity. He sought approval of the program that was due every three years.

On motion by Director Parent, seconded by Director Johnson, ECCTA Boardmembers adopted Resolution 150422a which adopts ECCTA's Title VI, Limited English Proficiency, and Environmental Justice policies that guard against discriminatory practices or decisions, carried by the following vote.

AYES: Gray, Guise, Hardcastle, Harper, Johnson, Longmire, Parent, Piepho,
Rocha, Romick, and Clare
NOES: None
ABSTAIN: None
ABSENT: None

D. Funding Resolutions

Ms. Krieg referred to three resolutions required to be adopted to allow the CEO to apply for funding.

Those resolutions were Resolution 150422b for the Low Carbon Transit Operations Program (LCTOP) to be used for Route 201 enhancements; Resolution 150422c for Local Funding for Routes 200 and 201; and Resolution 150422d to obtain Prop 1B, FY15 California Transit Security Grant Program (CTSGBP) funds to be used to acquire and install communication equipment. She sought adoption of the three resolutions.

On motion by Director Romick, seconded by Director Rocha, ECCTA Boardmembers adopted Resolutions 150422b, 150422c, and 150422d authorizing the CEO to apply for various funding opportunities, carried by the following vote.

AYES: Gray, Guise, Hardcastle, Harper, Johnson, Longmire, Parent, Piepho,
Rocha, Romick, and Clare
NOES: None
ABSTAIN: None
ABSENT: None

BOARD OF DIRECTORS COMMENTS

Director Rocha distributed brochures announcing the Charity Bocce Ball Tournament benefitting Brighter Beginnings Family Health Clinic on Buchanan Road, set for Saturday, May 16, 2015 at 8:30 A.M.

Director Parent advised that she was pleased to serve as Federal Glover's alternate. With respect to activities in Pittsburg, she highlighted the scheduled performances of the play *Barefoot in the Park* from Thursday, April 23 to Sunday April 26 at \$15, put on by Pittsburg Community Theater (PCT). She also announced a Mariachi program on May 7; and a dinner on April 25 honoring the Lanzafame Family for their contributions to the community, with all donations to the PCT, Pittsburg Band, and Pittsburg Music and Entertainment Hall of Fame. She added that Lanzafame Furniture, the oldest business in Pittsburg, was celebrating its 100th anniversary.

Director Gray noted that his brother-in-law, who had a lung transplant, had visited Federal Glover to share his experience. He also commented that he was installing a roof on his bocce ball court and once together he would throw a big party.

Director Guise commented that when she was in the furniture business Lanzafame had been very well respected.

Director Hardcastle thanked staff for adding the fuel information to the report.

Director Johnson advised that APTA's Legislative Conference in Washington, DC had been very informative.

Director Harper, who had also attended the APTA Legislative Conference, agreed that it had been very informative.

Chair Clare reported that the City of Brentwood would celebrate the 10th anniversary of the Brentwood Concert Band with a free celebration in City Park from 11:00 A.M. to 4:00 P.M.

ADJOURNMENT

Chair Clare adjourned the meeting of the Eastern Contra Costa Transit Authority at 4:32 P.M. to May 27, 2015 at 4:00 P.M. at the ECCTA Administration Facility, 801 Wilbur Avenue, Antioch, California.

Respectfully submitted,

Anita L. Tucci-Smith

TRI DELTA TRANSIT
Income Statement - Comparison to Annual Budget

As of April 30, 2015
(unaudited)

	YTD Actual			YTD Budget			YTD Variance favorable/(unfavorable)			FY15 Full Year Budget						YTD % of Fiscal Year Budget			
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
OPERATING REVENUES																			
Passenger Fares	2,710,829	2,315,976	394,853	2,804,605	2,421,829	362,776	(93,776)	(105,853)	12,077	3,357,000	2,900,000	457,000	81%	86%					
Other Income	294,052	150,000	144,052	228,500	92,000	136,500	66,552	58,000	7,552	290,000	108,000	182,000	101%	79%					
Total Operating Revenues:	3,004,881	2,465,976	538,905	3,033,105	2,513,829	519,276	(28,224)	(47,853)	19,629	3,647,000	3,008,000	639,000	82%	84%					
OPERATING EXPENSES																			
Purchased Transportation	9,453,329	6,628,552	2,824,777	9,540,800	6,596,400	2,944,400	87,471	(32,152)	119,623	11,475,600	7,929,200	3,546,400	82%	80%					
Materials and Supplies	2,602,108	2,128,182	473,926	3,266,772	2,722,938	543,834	664,664	594,806	69,858	3,924,000	3,271,000	653,000	66%	73%					
Salaries & Benefits	3,142,539	2,825,101	317,438	3,267,674	2,940,000	327,674	125,135	114,889	10,236	3,910,000	3,518,000	392,000	80%	81%					
Services	646,875	519,917	126,958	723,000	578,000	145,000	76,125	58,083	18,042	840,000	672,000	168,000	77%	79%					
Other	293,027	279,193	13,834	371,875	348,342	23,533	78,848	69,149	9,699	448,900	423,500	25,400	65%	54%					
Casualty and liability insurance	348,584	291,541	57,043	380,138	270,007	110,132	30,555	(21,534)	52,089	443,000	314,000	129,000	79%	45%					
Utilities	207,880	198,217	9,663	177,000	167,000	10,000	(30,880)	(31,217)	337	213,000	201,000	12,000	98%	81%					
Taxes	18,797	14,968	3,829	20,625	17,550	3,075	1,828	2,592	(754)	27,500	21,500	6,000	68%	64%					
Total Operating Expenses:	16,714,139	12,865,621	3,828,518	17,747,885	13,640,237	4,107,648	1,033,748	754,816	279,130	21,292,000	16,350,200	4,931,800	79%	78%					
NON-OPERATING REV																			
Federal Funds	-	-	-	585,151	55,042	530,109	(585,151)	(55,042)	(530,109)	585,151	55,042	530,109							
State Funds	11,302,569	8,186,463	3,117,106	11,138,503	8,656,540	2,481,963	164,066	(471,077)	635,143	13,087,066	10,080,568	3,006,508	86%	104%					
Local Funds	1,360,418	790,533	569,885	1,289,401	713,181	576,220	91,017	77,352	13,665	1,693,683	937,620	756,063	82%	78%					
Inter-Operator Agreements	2,267,902	2,267,902	-	1,700,925	1,700,925	-	566,977	566,977	-	2,267,900	2,267,900	-	100%	100%					
Interest & Other Misc Income	14,260	13,888	372	800	720	80	19,480	13,168	292	1,200	1,060	120	118%	310%					
Total Non-operating Revenues:	14,965,149	11,257,786	3,707,363	14,714,780	11,126,408	3,588,372	250,369	131,378	118,991	17,635,000	13,342,200	4,292,800	85%	84%					
EXCESS REV/(EXP)	1,255,891	838,141	417,750	-	-	-	1,255,891	838,141	417,750	-	-	-	-	-	-	-	-	-	-

Agenda Item #5b
 Eastern Contra Costa Transit Authority
 Board of Directors Meeting
 May 27, 2015

TRI DELTA TRANSIT
Income Statement - Comparison to Prior Year
 As of April 30, 2015
(unaudited)

	April 2015 YTD Actual			April 2014 YTD Actual			FY15 vs FY14 - YTD			% Change from Previous Year		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
OPERATING REVENUES												
Passenger Fares	\$ 2,710,829	\$ 2,315,976	\$ 394,853	\$ 2,761,338	\$ 2,387,203	\$ 374,135	\$ (50,509)	\$ (71,227)	\$ 20,718	\$ -2%	\$ -3%	\$ 6%
Other Income	\$ 294,052	\$ 150,000	\$ 144,052	\$ 248,378	\$ 100,000	\$ 148,378	\$ 45,674	\$ 50,000	\$ (4,326)	\$ 18%	\$ 50%	\$ 0%
Total Operating Revenues:	\$ 3,004,881	\$ 2,465,976	\$ 538,905	\$ 3,009,716	\$ 2,487,203	\$ 522,513	\$ (4,835)	\$ (21,227)	\$ 16,392	\$ 0%	\$ -1%	\$ 3%
OPERATING EXPENSES												
Purchased Transportation	\$ 9,453,329	\$ 6,628,552	\$ 2,824,777	\$ 9,290,552	\$ 6,519,073	\$ 2,771,479	\$ (162,777)	\$ (109,479)	\$ (53,298)	\$ -2%	\$ -2%	\$ -2%
Materials and Supplies	\$ 2,602,108	\$ 2,128,132	\$ 473,976	\$ 2,830,520	\$ 2,307,693	\$ 522,827	\$ 228,412	\$ 179,561	\$ 48,851	\$ 8%	\$ 8%	\$ 9%
Salaries & Benefits	\$ 3,142,539	\$ 2,825,101	\$ 317,438	\$ 3,222,045	\$ 2,868,743	\$ 353,302	\$ 79,506	\$ 43,642	\$ 35,864	\$ 2%	\$ 2%	\$ 10%
Services	\$ 646,875	\$ 519,917	\$ 126,958	\$ 684,524	\$ 550,742	\$ 133,782	\$ 37,649	\$ 30,825	\$ 6,824	\$ 6%	\$ 6%	\$ 5%
Other	\$ 293,027	\$ 279,193	\$ 13,834	\$ 294,633	\$ 280,605	\$ 14,028	\$ 1,606	\$ 1,412	\$ 194	\$ 1%	\$ 1%	\$ 1%
Casualty and liability insurance	\$ 349,584	\$ 291,541	\$ 58,043	\$ 360,411	\$ 299,028	\$ 61,383	\$ 10,827	\$ 7,487	\$ 3,340	\$ 3%	\$ 3%	\$ 5%
Utilities	\$ 207,880	\$ 198,217	\$ 9,663	\$ 184,412	\$ 174,841	\$ 9,571	\$ (23,468)	\$ (23,376)	\$ (92)	\$ -13%	\$ -13%	\$ -1%
Taxes	\$ 18,797	\$ 14,968	\$ 3,829	\$ 6,873	\$ 21,166	\$ 5,919	\$ (11,924)	\$ 6,198	\$ 2,090	\$ -173%	\$ 29%	\$ 35%
Total Operating Expenses:	\$ 16,714,139	\$ 12,885,621	\$ 3,828,518	\$ 16,894,182	\$ 13,021,891	\$ 3,872,291	\$ 180,043	\$ 136,270	\$ 43,773	\$ 1%	\$ 1%	\$ 1%
NON-OPERATING REV												
Federal Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Funds	\$ 11,302,569	\$ 8,185,463	\$ 3,117,106	\$ 11,683,568	\$ 9,027,047	\$ 2,656,521	\$ (380,999)	\$ (841,584)	\$ 460,585	\$ -3%	\$ -9%	\$ 17%
Local Funds	\$ 1,380,418	\$ 790,533	\$ 589,885	\$ 1,534,379	\$ 823,868	\$ 710,511	\$ (153,961)	\$ (33,335)	\$ (120,626)	\$ 100%	\$ 100%	\$ 0%
Inter-Operator Agreements	\$ 2,267,902	\$ 2,267,902	\$ -	\$ 1,587,789	\$ 1,587,789	\$ -	\$ 680,113	\$ 680,113	\$ -	\$ 0%	\$ 0%	\$ 0%
Interest & Other Misc Income	\$ 14,260	\$ 13,888	\$ 372	\$ 225,989	\$ 225,515	\$ 474	\$ (211,627)	\$ (211,627)	\$ (102)	\$ -94%	\$ -94%	\$ -22%
Total Non-operating Revenues:	\$ 14,965,149	\$ 11,257,786	\$ 3,707,363	\$ 15,031,725	\$ 11,664,219	\$ 3,367,506	\$ (66,576)	\$ (406,433)	\$ 339,857	\$ 0%	\$ -3%	\$ 10%
EXCESS REV/(EXP)	\$ 1,255,891	\$ 838,141	\$ 417,750	\$ 1,147,259	\$ 1,129,531	\$ 17,728	\$ 108,632	\$ (291,390)	\$ 400,022			

Agenda Item #5b
 Eastern Contra Costa Transit Authority
 Board of Directors Meeting
 May 27, 2015

Staff Report to ECCTA Board of Directors

Meeting Date: May 27, 2015
Agenda Item: Marketing/Communications Activities – Agenda Item 5c
Lead Staff: Mike Furnary
Approved: Jeanne Krieg 

I. Completed Marketing Activities

1. Bike to Work Day 2014

Participated in Bay Area wide event to promote alternative commuting sponsored by 511 Contra Costa. Hosted a Tri Delta Transit energizer station May 14, 2015 for BTWD participants.

2. Summer Youth Pass Program

Launched summer promotion for Summer Youth Pass sales and promotion. Promotion again includes TV, on board materials, direct mail, online, social media and cross promotional efforts with Contra Costa Libraries and 511 Contra Costa. 511CC will provide 250 wristbands to 2015 Youth Summit participants. 511CC is paying full price for all 250 wristbands and will collect names of recipients. Libraries will be displaying order forms at all branches as well as distributing promotional bookmarks promoting youth passes and their summer reading program. Passes now available for sale and/or claim.

3. Bay Point Direct Mail

Completed direct mail promotion targeting Bay Point residents and routes 389, 200, 201. Results:

Average daily ridership 4 weeks prior to promotion

200: 187

201: 393

389: 152

Average daily ridership week of promotion

200: 227

201: 460

389: 192

Increase/Decrease

200: +21%

201: +18%

389: +26%

4. Pittsburg Senior Resource Fair

Participated in annual one-day event to provide transit information targeting seniors

5. Fair Cross Promotion

Annual cross promotion extending Tri Delta Transit's presence in local media. Plan provided, outdoor, online, print and an admission discount for Tri Delta Transit customers as an incentive for riding the bus to the event. Also had on site presence during four-day event with shared space with MIG to perform community outreach for system redesign project.

6. Class Pass/Facility Tour

11 class pass trips scheduled and provided in May, 2015

7. Ongoing marketing programs

- Welcome Pack mailing
- 2 for 1 tickets on Route 300 (subsidized by 511 Contra Costa)
- Take One on board newsletter

II. Planned Marketing/Communications Activities

1. Fair cross promotion/event participation/completion
2. Green Footprint Festival
3. Email alert promotion conclusion
4. Pre encoded pass redesign/programming
5. USSPOSCO community event
6. 2 for 1 ticket program renewal negotiations
7. School registration planning

III. Current Organization Commitments

1. East County Senior Coalition
2. APTA Marketing Committee
3. Local Chamber of Commerce Participation
Pittsburg, Brentwood, Oakley

TAB 2

Agenda Item 6a
CEO's REPORT: Operations Report

Board of Directors Meeting Agenda

Wednesday May 27, 2015

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Chief Executive Officer's Report

May 2015



TRI DELTA TRANSIT

ECCTA Executive Team

Jeanne Krieg
Chief Executive Officer

Steve Ponte
Chief Operating Officer

Tom Harais
Chief Financial Officer

Ann Hutcheson
Director of Administrative Services

Kevin Moody
Director of Maintenance

Mike Furnary
Director of Marketing

Susan Hinson
First Transit Director of Operations

Highlights:

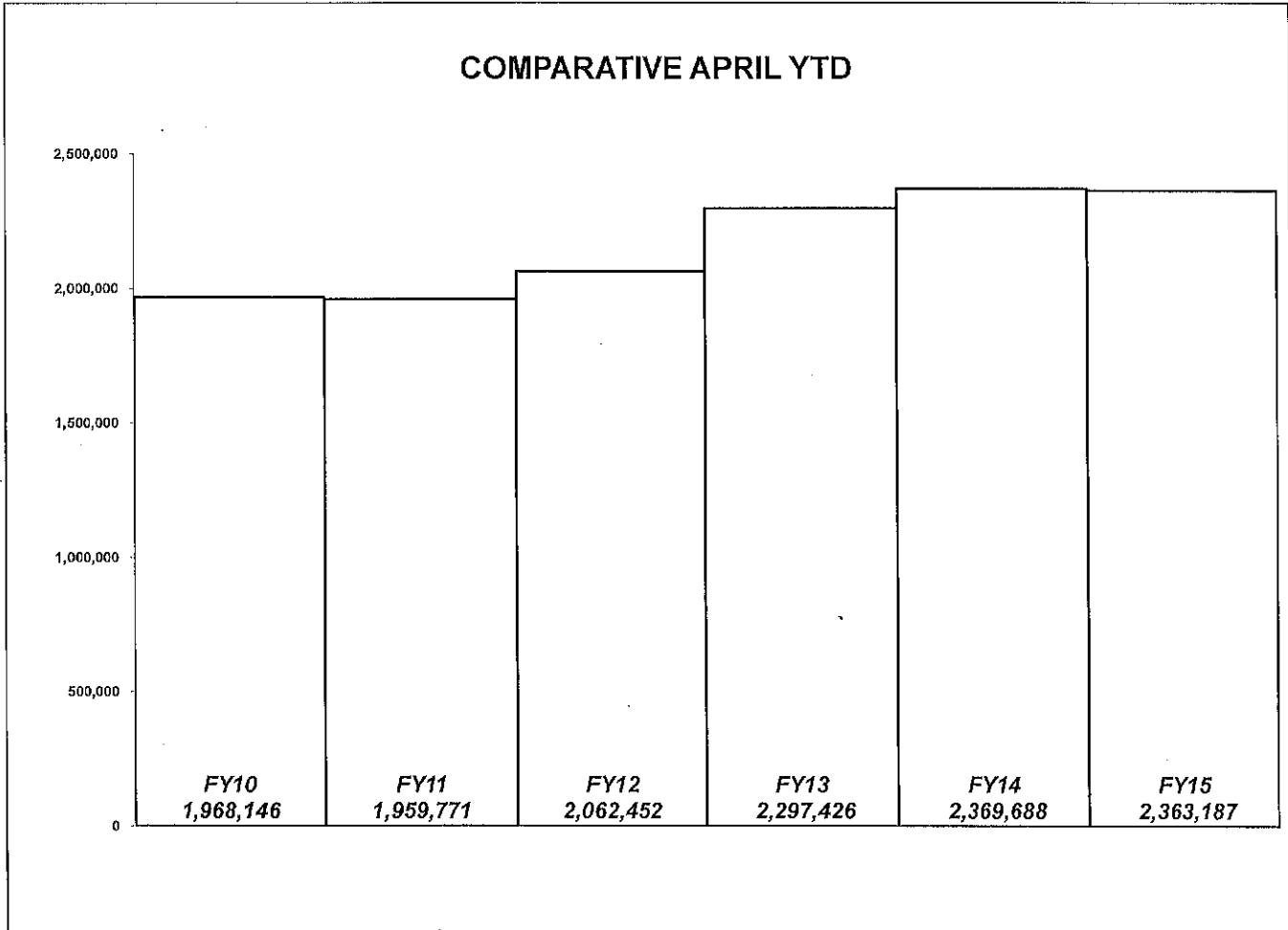
- Installation of the Clipper equipment began on Tri Delta Transit's buses. The system will go live Friday September 25th.
- Emergency repair work to the coupler that sits on top of the fuel tank was completed.
- The 2015 Summer Youth Pass is for sale.
- Plans are underway to discontinue the BART Plus ticket program.
- In the news:
 - Federal grants being held up in California due to PEPR: Tri Delta Transit is not affected.
 - GASB pension reporting requirements: Tri Delta Transit is not affected.
- LMC has started the process of planning transit access to their new campus. The scheduled opening is August 2018.
- The Bus Route Evaluation & Re-design project continued.
- The UC Berkeley PATH Integrated Dynamic Transit Operations system demonstration project that will use Tri Delta Transit as the subject has been delayed due to contract issues between UCB and CalTrans
- The House of Representatives passed a two-month extension of the federal transportation bill.
- Construction throughout East County continues to be a challenge. On-time performance is being affected.

Pending:

- Pittsburg Seafood Festival shuttle
- MTC's TDA audit results
- Electric bus procurement
- Fixed route bus delivery (buses will be on production line October 2016)
- Securement system for new buses
- A&E: Antioch Park & Ride lot (in process)
- Oakley Park & Ride lot construction
- PATH Integrated Dynamic Transit Operations system demonstration project
- 511 Interface
- Contra Costa County Mobility Management Plan implementation
- Contra Costa County Transportation Plan
- Operations Contract (expires June 30, 2016)
- CCTA Express Bus Study (update to the 2001 study)
- Federal Funding Re-Authorization
- Solar project for the administration/maintenance facility
- Electric Car Charging Station grant

*Agenda Item #6a
Eastern Contra Costa Transit Authority
Board of Directors Meeting
May 27, 2015*

**TRI DELTA TRANSIT
YTD COMPARISON
FR RIDERSHIP**



**EASTERN CONTRA COSTA TRANSIT AUTHORITY
KEY PERFORMANCE INDICATORS BY SERVICE**

								YTD COMPARISON		
						Budget	14/15B	Actual		% ▲
	09/10	10/11	11/12	12/13	13/14	14/15	% ▲	April 2014	April 2015	
DIAL-A-RIDE										
PASSENGERS										
Total DAR Trips Provided	125,759	129,041	130,819	128,999	131,476	137,383	4%	110,284	112,069	2%
Average Weekday Ridership	463	474	481	470	471	492	5%	474	489	3%
Average Sat Ridership	110	110	106	140	180	189	5%	183	161	-12%
Average Sun/Hol Ridership	68	71	71	72	68	77	12%	71	66	-7%
Average Passengers/Hour (wkdays)	2.3	2.2	2.2	1.9	2.0	2.0	0%	2.0	2.0	0%
CUSTOMER SERVICE										
Ride Refusals / Day	0.0	0.0	0.0	0.0	0.0	0.0	0%	0.0	0.0	0%
Customer Complaints	0.143%	0.148%	0.183%	0.097%	0.071%	0.075%	6%	0.076%	0.104%	37%
On Time Performance	87%	85%	85%	87%	89%	90%	1%	89%	87%	-2%
MAINTENANCE										
Gallons of Fuel Consumed	87,903	85,174	116,392	139,678	145,043	148,082	2%	119,594	115,801	-3%
Miles Between Preventable Accidents	131,554	61,377	898,467	328,002	244,390	1,002,590	310%	270,370	136,221	-50%
Miles Between Road calls	34,318	21,920	56,154	109,568	61,109	66,839	9%	67,607	136,221	101%
COST RATIOS										
Farebox Recovery Ratio	11%	12%	11%	11%	10%	9%	-5%	10%	10%	7%
\$/Gal Fuel	\$ 2.73	\$ 3.33	\$ 3.84	\$ 3.81	\$ 3.67	\$ 3.73	2%	\$ 3.60	\$ 3.11	-14%
Operating Cost/Passenger	\$ 31.12	\$ 31.47	\$ 30.58	\$ 33.22	\$ 35.25	\$ 35.90	2%	\$ 35.11	\$ 34.16	3%
Operating Cost/Revenue Hour	\$ 65.53	\$ 63.05	\$ 64.34	\$ 63.52	\$ 68.75	\$ 71.60	4%	\$ 69.09	\$ 69.64	-1%
Operating Cost/Revenue Mile	\$ 5.53	\$ 5.25	\$ 5.22	\$ 5.36	\$ 5.76	\$ 6.01	4%	\$ 5.80	\$ 5.73	1%
FIXED ROUTE										
PASSENGERS										
Total FR Trips Provided	2,345,668	2,351,662	2,431,768	2,740,834	2,832,264	2,826,000	0%	2,369,688	2,363,187	0%
Average Weekday Ridership	8,338	8,345	8,594	9,616	9,930	9,949	0%	9,994	9,922	-1%
Average Sat Ridership	2,652	2,594	2,753	3,232	3,464	3,391	-2%	3,403	3,515	3%
Average Sun/Hol Ridership	1,966	1,989	2,087	2,788	2,692	2,695	0%	2,730	2,799	3%
Average Passengers/Hour	15.2	15.1	15.9	17.7	19.0	19.3	2%	19.0	19.4	2%
CUSTOMER SERVICE										
Customer Complaints	0.016%	0.020%	0.023%	0.012%	0.009%	0.009%	0%	0.009%	0.009%	0%
On Time Performance	95%	97%	86%	86%	92%	90%	-2%	92%	92%	0%
MAINTENANCE										
Gallons of Fuel Consumed	635,897	639,072	636,276	662,702	603,013	595,703	-1%	500,865	498,689	0%
Miles Between Preventable Accidents	183,217	170,175	120,644	65,392	110,754	2,424,482	2089%	101,720	146,061	44%
Miles Between Road calls	41,372	37,539	32,481	42,844	67,684	67,347	0%	70,152	42,601	-39%
COST RATIOS										
Farebox Recovery Ratio	17%	16%	16%	18%	18%	18%	0%	18%	18%	0%
\$/Gal Fuel	\$ 2.53	\$ 3.20	\$ 3.52	\$ 3.95	\$ 3.48	\$ 3.56	2%	\$ 3.47	\$ 2.80	19%
Operating Cost/Passenger	\$ 6.17	\$ 6.52	\$ 6.60	\$ 6.01	\$ 5.58	\$ 5.79	4%	\$ 5.50	\$ 5.45	1%
Operating Cost/Revenue Hour	\$ 93.78	\$ 98.54	\$ 105.05	\$ 106.53	\$ 105.76	\$ 111.77	6%	\$ 104.37	\$ 105.64	-1%
Operating Cost/Revenue Mile	\$ 6.71	\$ 6.98	\$ 7.46	\$ 7.96	\$ 7.71	\$ 8.07	5%	\$ 7.61	\$ 7.59	0%

**TRI DELTA TRANSIT
COMPARATIVE YTD FR RIDERSHIP BY ROUTE**

TOTAL PASSENGER TRIPS											YTD COMPARISON		
ROUTE	09/10	% Chg	10/11	% Chg	11/12	% Chg	12/13	% Chg	13/14	% Chg	April 2014	April 2015	% Chg
	200	35,204	-38%	36,121	3%	37,682	4%	55,322	47%	55,914	1%	47,283	45,285
201	99,356	-10%	105,655	6%	110,660	5%	119,977	8%	124,289	4%	104,528	92,598	-11%
300	270,095	-18%	290,750	8%	302,067	4%	290,313	-4%	328,582	13%	269,803	296,714	10%
379	12,219	-2%	12,230	0%	10,235	-16%	15,232	49%	6,759	-56%	6,429	2,871	-55%
380	590,428	-10%	565,484	-4%	584,779	3%	680,981	16%	682,650	0%	572,169	566,232	-1%
383	43,852	-12%	39,780	-9%	34,210	-14%	35,031	2%	32,073	-8%	27,117	26,234	-3%
384	29,694	-32%	25,653	-14%	26,201	2%	8,227	-69%	N/A	N/A	N/A	N/A	N/A
385	34,901	-11%	36,855	6%	36,481	-1%	61,388	68%	70,974	16%	60,894	56,843	-7%
386	4,843	-23%	4,650	-4%	3,042	-35%	2,172	-29%	1,902	-12%	1,823	1,371	-25%
387	192,402	-13%	195,608	2%	212,731	9%	262,396	23%	264,036	1%	221,385	218,100	-1%
388	296,477	-11%	311,242	5%	320,981	3%	366,041	14%	400,190	9%	336,707	312,968	-7%
389	52,773	-28%	48,272	-9%	46,723	-3%	53,255	14%	53,068	0%	44,857	41,894	-7%
390	51,711	-10%	49,042	-5%	52,650	7%	68,564	30%	72,054	5%	59,832	59,025	-1%
391	331,928	-8%	332,841	0%	346,080	4%	370,500	7%	386,640	4%	322,527	338,191	5%
Dimes a Ride	14,208	-47%	12,745	-10%	11,328	-11%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Delta Express (Hac)	15,771	-15%	18,586	18%	11,831	-36%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Shuttles	6,790	-45%	9,161	35%	9,446	3%	4,941	-48%	3,370	-32%	3,303	5,375	63%
392	106,300	-4%	105,702	-1%	112,330	6%	133,569	19%	142,284	7%	116,510	120,048	3%
393	102,975	-10%	104,487	1%	111,697	7%	135,181	21%	133,078	-2%	113,081	118,030	4%
394	51,842	9%	46,798	-10%	50,614	8%	71,557	41%	64,904	-9%	53,307	53,199	0%
395	N/A	N/A	N/A	N/A	N/A	N/A	6,187	100%	9,497	100%	8,133	8,209	1%
Total Fixed Route	2,345,664	-13%	2,351,662	0%	2,431,768	3%	2,740,834	13%	2,832,264	3%	2,369,668	2,363,187	0%

AVERAGE PASSENGERS PER REVENUE HOUR											YTD COMPARISON		
ROUTE	09/10	% Chg	10/11	% Chg	11/12	% Chg	12/13	% Chg	13/14	% Chg	April 2014	April 2015	% Chg
	200	9.3	-8%	10.0	7%	10.3	3%	12.6	22%	12.5	-1%	12.6	12.6
201	18.5	3%	19.1	3%	19.7	3%	17.8	-10%	17.9	1%	17.9	16.8	-6%
300	14.2	-14%	15.2	7%	15.8	4%	15.8	0%	18.6	18%	18.3	20.5	12%
379	12.7	N/A	13.2	4%	9.8	-26%	10.7	9%	16.8	57%	16.7	27.2	63%
380	17.4	-14%	16.6	-5%	17.4	5%	20.2	16%	20.6	2%	20.8	20.6	-1%
383	12.3	-3%	11.2	-9%	9.7	-13%	10.2	5%	12.6	23%	12.6	13.4	7%
384	11.7	25%	9.6	-18%	10.2	7%	14.6	43%	N/A	N/A	N/A	N/A	N/A
385	13.3	18%	12.0	-10%	11.1	-7%	11.9	7%	12.9	8%	13.3	12.6	-5%
386	6.1	9%	6.0	-2%	3.9	-36%	3.6	-7%	6.3	74%	6.7	6.2	-7%
387	17.4	-16%	17.7	2%	19.6	11%	22.8	16%	23.7	4%	24.0	23.6	-2%
388	14.4	-14%	15.0	4%	15.5	3%	17.1	10%	18.2	7%	18.4	17.5	-5%
389	15.0	-9%	14.7	-2%	13.6	-8%	13.4	-1%	14.4	8%	14.4	14.9	3%
390	12.1	-8%	9.9	-19%	10.7	9%	18.6	73%	20.8	12%	20.6	21.4	4%
391	16.9	-13%	16.8	0%	18.7	11%	19.6	5%	20.5	4%	20.4	22.1	8%
Dimes a Ride	9.0	-13%	8.1	-10%	10.9	36%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Delta Express (Hac)	8.0	-25%	9.0	12%	8.1	-10%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Shuttles	8.1	-25%	11.7	44%	N/A	N/A	N/A	N/A	6.4	N/A	6.5	30.7	375%
392	15.4	-9%	15.1	-2%	15.2	1%	17.6	16%	19.1	9%	18.9	19.1	1%
393	15.5	-14%	15.7	1%	16.4	5%	17.5	7%	17.5	0%	17.8	18.7	5%
394	11.7	-6%	10.8	-8%	11.7	9%	15.0	28%	17.0	13%	16.9	16.1	-5%
395	N/A	N/A	N/A	N/A	N/A	N/A	12.0	N/A	16.2	N/A	16.9	15.4	-9%
Total Fixed Route	15.2	-9%	15.1	-1%	15.9	5%	17.7	12%	19.0	7%	19.0	19.4	2%

TAB 3

Agenda Item 6b
INFORMATION ITEM: FTA Triennial Review

Board of Directors Meeting Agenda

Wednesday May 27, 2015

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: May 27th, 2015

Agenda Item: Federal Transit Administration Triennial Review
– Agenda Item #6b

Lead Staff: Jeanne Krieg



The Federal Transit Administration conducts a review every three years for every federal grantee. The purpose is to assess compliance with federal requirements associated with grant management practices and program implementation. In an attempt to make the audits more useful, the process has been changed from a checklist style to more of a mentoring process. The auditors are charged with identifying areas to guide transit agencies to become more effective and efficient. The audit focuses on seventeen areas:

- | | |
|--------------------------------------|---|
| 1. Financial Management and Capacity | 10. Planning/Program of Projects |
| 2. Technical Capacity | 11. Public Comment on Fare Increases and Major Service Reductions |
| 3. Maintenance | 12. Half Fare for Seniors |
| 4. Americans with Disabilities Act | 13. Charter Bus |
| 5. Title VI | 14. School Bus |
| 6. Procurement | 15. Security |
| 7. Disadvantages Business Enterprise | 16. Drug Free Workplace and Drug & Alcohol Program |
| 8. Legal | 17. Equal Employment Opportunity |
| 9. Satisfactory Continuing Control | |

The following recommendations were made:

- Change the way grant expenses are tracked and reported to the FTA

- Use a different format for our multi-year financial plan
- Use a different format to track and report unliquidated obligations.
- Implement a different tracking mechanism for tracking vehicle preventative maintenance
- Submit a formal fare change analysis
- Submit a description of DBE actions
- Recalculate the proceeds from the disposal of 30 buses
- Work with MTC on the public participation procedures
- Submit a formal vendor drug & alcohol monitoring program

Staff is very pleased with the guidance given. No action is required.

TAB 4

Agenda Item 7a

ACTION ITEM: Proposed FY2015-16 Budget

Board of Directors Meeting Agenda

Wednesday May 27, 2015

4:00pm

ECCTA Boardroom


801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: May 27, 2015

Agenda Item: Proposed FY16 ECCTA Budget – Agenda Item #7a

Lead Staff: Tom Harais

Approved: Jeanne Krieg 

MTC has issued their *Annual estimate and proposed apportionment and distribution of Transportation Development Act (TDA), State Transit Assistance (STA), Assembly Bill 1107 (AB 1107), and transit-related bridge toll funds for FY2015-16.*

CCTA has approved Measure J operating funds for FY16.

ECCTA staff used those revenue estimates along with planned operating and capital projects for FY16 and created the following balanced budget.

The fully funded, FY16 ECCTA budget is for \$21,445,000 in operating revenues and costs and \$23,904,000 in capital expenditures.

Staff requests that the board approve the FY16B as presented here.

ECCTA FY16 OPERATING BUDGET

	FY12 Actual	%	FY13 Actual	%	FY14 Actual	%	FY15 Budget	%	FY15 Estimate	%	FY16 Budget	%
REVENUES												
Fares	2,683	15%	3,440	17%	3,369	16%	3,357	16%	3,238	16%	3,247	15%
Advertising Sales	120	1%	120	1%	120	1%	108	1%	150	1%	80	0%
BART DR Service Reimbursement	152	1%	204	1%	193	1%	182	1%	180	1%	180	1%
Total Operations & Other	3,255	16%	3,764	18%	3,672	18%	3,647	17%	3,568	17%	3,507	16%
Federal	2,818	14%	3,405	17%	0	0%	565	3%	585	3%	923	4%
State	10,697	53%	10,001	48%	12,755	62%	13,087	61%	12,421	60%	12,634	56%
Local	1,420	7%	1,550	7%	1,668	8%	1,694	8%	1,701	8%	1,874	8%
BART "feeder bus"	1,809	9%	1,964	9%	2,117	10%	2,268	11%	2,268	11%	2,405	11%
Interest & Other	42	0%	5	0%	227	1%	1	0%	15	0%	102	0%
Total Funding:	16,786	84%	17,018	82%	16,767	82%	17,635	83%	16,960	83%	17,938	84%
Total Operating Income:	20,641	100%	20,782	100%	20,439	100%	21,282	100%	20,558	100%	21,445	100%
EXPENDITURES												
Purchased Transportation	10,492	52%	11,028	53%	11,145	55%	11,476	54%	11,350	55%	11,636	54%
Materials and Supplies	4,103	20%	4,153	20%	3,546	17%	3,924	18%	3,424	17%	3,550	17%
Salaries & Benefits	3,911	20%	3,862	19%	3,833	19%	3,910	18%	3,810	18%	4,234	20%
Services	572	3%	737	4%	790	4%	840	4%	840	4%	850	4%
Casualty and liability insurance	386	2%	371	2%	450	2%	443	2%	410	2%	445	2%
Utilities	195	1%	193	1%	224	1%	213	1%	248	1%	294	1%
Other	342	2%	438	2%	398	2%	476	2%	476	2%	476	2%
Total Operating Expense:	20,641	100%	20,782	100%	20,439	100%	21,282	100%	20,558	100%	21,445	100%
OPERATING METRICS												
Passengers	2,562		2,870		2,963		2,962		2,963		2,966	
Revenue Hours	215		222		214		215		211		211	
Revenue Miles	2,917		2,864		2,855		2,872		2,838		2,885	
Gallons of Diesel Fuel	663		563		603		596		600		600	
Gallons of Gasoline	81		140		145		148		141		145	
FTEs	180		187		180		180		177		180	
Average # ECCTA Positions	35.5		35.1		33.8		34.0		34.0		36.0	
FINANCIAL EFFICIENCY												
\$/Passenger	\$7.82		\$7.24		\$8.90		\$7.19		\$6.94		\$7.23	
\$/Rev Hour	\$93.21		\$93.61		\$85.51		\$98.99		\$97.43		\$101.49	
\$/Rev Mile	\$6.87		\$7.26		\$7.15		\$7.41		\$7.24		\$7.43	
\$/Gallon Diesel	\$3.52		\$3.95		\$3.48		\$3.56		\$2.80		\$3.00	
\$/Gallon Gasoline	\$3.84		\$3.81		\$3.67		\$3.73		\$3.15		\$3.25	
\$/Sal&Ben/Employee ECCTA (\$1000s)	\$110		\$110		\$115		\$115		\$112		\$118	

ECCTA
FY16 BUDGET
EXECUTIVE SUMMARY

Operations:

This FY16 budget assumes:

- FR service continues with current routes and schedules.
- DR service grows by 2% in passengers as well as service hours and mile. This is based on continuing trends.

Funding:

The funding sources ECCTA has budgeted for FY16 are those programmed and estimated in MTC's and CCTA's approved fund estimates for FY16. To our knowledge, there are no available fund sources outside of these oversight agencies for ECCTA at this time.

- Virtually all of our funding sources have stabilized since the 2010 downturn. Many have increased slightly.
- In FY16, ECCTA will be receiving its first apportionment of the new, Low Carbon Transit Operations (LCTOP) funds. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities. We will be applying the \$178,606 received to increase service on our Route 201- Concord which qualifies under the guidelines for the use of these funds.

- MTC is the designated recipient for, and thus has authority over, the majority of operating and capital funds that are available to ECCTA. These funds include federal, state and local funds. ECCTA will receive more than \$17M in operating funds through MTC controlled programs in FY16.
- CCTA programs and allocates Measure J sales tax generated funds for the county. ECCTA will be receiving \$1,341,842 in Measure J funds in FY16.

Operating Revenues:

Non-fund Operating Revenues which make up about 17% of ECCTA's operating revenue sources, have been coordinated with the operational plans for FY16 as well as adjusted for the actual, FY15 experience.

- Based on FY15 actual results, FR Fares were budgeted at \$0.98 average per passenger and DR Fares were set at \$3.50 average per passenger for FY16.
- Operating Revenues are anticipated to increase by 5% for FY16 but that is mostly due to an irregular occurrence. Based on the last scrap sales of used buses, we have anticipated other income of \$100,000 in FY16 for the scrap sale of the 2001 Gilligs at a price of \$5,000 each. This may not end up being the actual sales price.

Operating Expenditures:

The starting point for Operating Expenses for FY16 is the FY15 estimate, adjusted for any anticipated service changes and any determinate variances from the FY15B amounts.

The FY16 budgeted operating expenses are only 0.6% more than they were in the FY15E and 4.2% more than the FY15 estimate. Here are the material adjustments that were made.

- Purchased Transportation expenses were adjusted for the contract rate effective July 1st 2015. The fixed cost component increases from \$188,457/month to \$194,993 and the hourly service rate moves from \$38.62/hr to \$40.04. Combined, these result in a 2.5% increase in PT costs from FY15 to FY16. The total service hours are very close between the two years.
- There were significant, one time savings – about \$500,000 – in Materials and Supplies due to fuel and parts components in FY15 compared to budget.
 - The parts “savings” came from our ability to capitalize some parts procurement for new rolling stock and not expense them.
 - The fuel savings occurred when the price per gallon of fuel fell well below the budgeted price per gallon.
 - For FY16, we cannot plan continued savings like this. Parts are budgeted at \$1.1M for the year, similar to past years. And fuel is estimated at \$3.00/gal for diesel and \$3.25/gal for gasoline, based on recent fuel purchases we have made. The total amount of fuel consumed should be very similar in FY16 to what it was in FY15.
 - The impact on the Materials and Supplies budget for FY16 is a 3.7% increase over the FY15E but a 10% decrease over the FY15B.
- There were several, short-term position vacancies during FY15 that resulted in a \$100,000 savings in Salaries and Benefits. As one might expect, these have not been carried over into the FY16 budget.

- The base line cost for the FY16B Salaries and Benefits are the current compensation rates for the existing 34 employees (21 maintenance and 13 administrative) at ECCTA.
 - For FY16 we have tentatively added two positions to the organizational structure.
 - The first is an administrative assistant position that was vacated and left unfilled since the economic downturn. This vacancy has resulted in highly compensated positions performing tasks that would normally be performed by a lower paid position. With funding returning to pre-downturn levels, we are proposing to reinstate this position to seek better efficiencies in labor utilization.
 - The second position is a new, full time, director level and also tentative. It is considered necessary for operational support by staff. It is a Director of IT and Communications position. This is a role that we've used an outside contractor to fulfill since the founding of the agency. And we may chose to continue doing so.

We've added literally millions of dollars of high tech solutions for bus operations and communications and had to rely on outside sources for design, operation, repair and maintenance of these systems. Such systems have included AVL, IVR, APCs, scheduling software, new telecom systems, etc. We've come to the point where we believe it is time bring this support in house, full time, with certain caveats.

- With the FY16 budget, we are proposing to create this position within the organization and utilize the person hired to increase the effective use of the systems we have in place and provide expert guidance in future procurements and development of such systems.

- The total, annual cost of the two proposed additional positions included in this budget is \$324 thousand dollars in Salaries and Benefits. And, again for emphasis, these are *proposals* built into this budget that would require further review and board approval before being carried out. However, if they are not included in the budget, they cannot be added later without sacrificing some other part of our FY16 expenditure plan due to a lack of approved funding.
- We have included a \$100,000 “pool” within the FY16 Salaries and Benefits line item for potential increases in medical and worker’s comp benefits costs, which we will not know until December along with any bonuses, COLAs or similar salary adjustments that staff might suggest and, the board might review and approve.
- The overall impact of these proposals is an 8.5% increase over the prior year budget for Salaries and Benefits. And, while this is materially significant, it only raises the Salaries and Benefits expense line item to 20% of total operational expenses which is where it was in FY12.
- The cost of Outside Services, Casualty and Liability Insurance, Utilities and Other has been only slightly increased -2.6% in total – to allow for known variances or price increases from FY15 to the FY16B.

Capital Projects:

During FY16 ECCTA plans to proceed with the following capital projects as funding allows:

<u>Project</u>	<u>Amount</u>
General Capital	100
PnR A&E	645
PnR Construction	6,400
Route Redesign	300
5 Elec Bus ZEB Demo	2,700
20 2001 Gilligs	12,500
Fuel Tank Monitoring System	300
Rep 2 DR Vans <i>(from Antioch Sr Bus prog)</i>	220
Solar Panels	142
Interoperable Communications Equip	47
PM Major Repair	250
DR Scheduling Software	300
Replacement IT Equipment	100
Total Capital:	\$ 23,904

- A general capital TDA grant of \$100,000 will be sought to be used for general capital purposes for small capital projects such as capitalized facility repairs and as matching local funds to other capital fund sources that require a local match.
- Continued work on design for the Antioch and Oakley PnR lots. There is about \$645,000 in allocated funds for these projects remaining. The design for the Oakley PnR lot is effectively complete. The Antioch PnR lot design project is underway.

- ECCTA will continue to seek funding for the actual construction of these PnR facilities in Oakley and Antioch for use in the actual construction as the designs are finished. Each project - Oakley and Antioch - will require approximately \$3.2M in capital funds for full build out. With MTC's TCP program scoring system, there is little hope of procuring Federal formula funding for these two projects, as they are score 12 out of 16 possible and BART, who also draws funds from our UA, has an almost unlimited capacity for score 16 funds.

CCTA staff has indicated that there may be funding opportunities available in the countywide CMA projects and ECCTA continues to pursue any possibilities.

- The route redesign project for modified routes and schedules that integrate better with the future eBART service is in process. \$300 thousand in funds have been committed.
- ECCTA staff would like to pursue a Zero Emissions Bus fleet demonstration project consisting of five, electric buses and the charging infrastructure to support them. The estimated cost is \$2,700,000. ECCTA would like to use a combination of already programmed funds for future bus procurements for this project. But, due to the demonstration nature and the risk that entails as well as the restricted operating range of electric buses in service, staff does not want these buses to be counted as part of the ECCTA fleet for MTC's Transit Capital Priorities (TCP) purposes and subject to the criterion that program provides that places expansion rolling stock units at a low score and limits replacements to strict, useful life, criterion. Staff is working with MTC personnel to have this project be considered a Bay Area ZEB demo project to meet CARB requirements for the region and not included for TCP purposes in ECCTA's fleet bus replacement program.

- We will be replacing twenty model year 2001 Gillig fixed route fleet that is at useful life end. The order for 20 buses has been placed for delivery in FY16 using \$10M in approved capital funds. Additional, approved funding from this project may be sufficient to procure the electric bus demonstration bus project with MTC's concurrence and FTA approval.
- ECCTA continues to seek \$300,000 in capital funds to be used to replace the existing fuel tank monitoring system in the bus yard that is beyond its useful life and becoming problematic. Again, limitations on the use of funding by regional policies precludes our use of available federal funds for this project.
- There is \$220,000 appropriated in a federal grant for two DR vans as replacements for vans acquired from the Antioch Sr. Bus program. We may defer the purchase of these vans so that the funds may be applied towards the electric bus project.
- We have begun the design work for the solar electric panel project that will allow ECCTA to provide electrical power for its EOC in the case of need as well as reduce ECCTA utility costs on an ongoing basis. \$142,000 in CTSGP funds have been procured for this project.
- We have obtained \$47,440 in CTSGP funds to procure new, interoperable communications equipment for enhanced, EOC operations. Such equipment will also be available for daily, non-emergency use which is a double benefit of this project.
- ECCTA maintenance is seeking \$250,000 in capital funds to procure engines and transmissions for part of the bus fleet that seems prone to issues outside of warranty coverage. It may be possible to utilize previously approved funding for buses for these parts.

- The IT desktop hardware and software at ECCTA has become obsolete and is beginning to become limited in usefulness. Our IT contractor has recommended replacing desktop computers and software for most of the employees. He has also recommended the replacement of some of our aging network servers and associated software. He estimates the cost of this to be around \$100,000. Inventorying and prioritizing this need would be one of the first projects of the new, Director of IT should we move forward in creating that role. No funds have been identified for this capital acquisition.
- DR scheduling software. Every performance review of ECCTA's DR service recommends increasing the efficiency of that service.

The scheduling software used is a key component in extracting maximum performance from the available vehicles and operators for paratransit. DR scheduling is equivalent to writing a new route schedule on a daily basis. Sometimes on the fly.

ECCTA has been using the Trapeze scheduling software for many years. Even through the demise and support acquisition by another entity. But, the COO suggests that we move to new, updated software to improve our scheduling capability and thus, DR performance. His research shows a need for \$300,000 to do this. No available funds have been identified for this purpose. We wish to pursue it should any fund source be found.

TAB 5

Agenda Item 7b

ACTION ITEM: Authoization to file claims

Resolution 150527a

Resolution 150527b

Board of Directors Meeting Agenda

Wednesday May 27, 2015

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: May 27, 2015

Agenda Item: Authorization to file claims – Agenda Item 7b

Lead Staff: Tom Harais

Approved: Jeanne Krieg 

TDA & STA

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 applies for an annual allocation of TDA and STA funds through MTC each year.

ECCTA uses TDA funds for general operating purposes, including amounts statutorily directed to paratransit services.

ECCTA can obligate an amount of these TDA funds for capital projects and as a required local match for other capital funds obtained when necessary.

ECCTA applies for an annual STA allocation through MTC simultaneously with the TDA application. ECCTA uses the STA funds received for general operating purposes in much the same way that TDA funds are utilized.

RM2

On March 2, 2004, voters passed Regional Measure 2 (RM2), raising the toll on the seven State-owned toll bridges in the San Francisco Bay Area by \$1.00. This extra dollar is to fund various transportation projects within the region that have been determined to reduce congestion or to make improvements to travel in the toll bridge corridors, as identified in SB 916 (Chapter 715, Statutes of 2004). Specifically, RM2 establishes the Regional Traffic Relief Plan and identifies specific transit operating assistance and capital projects and programs eligible to receive RM2 funding.

Fourteen operating projects are listed in RM2 (California Streets and Highway Code Section 30914(d)). On October 13, 2004, Federal Highway Administration approved the segregation of revenues derived from the four non-federalized Bay Area toll bridges for funding transit operations through the RM2 program. This decision allows MTC to allocate operating funds to the projects that were approved as part of Regional Measure 2. MTC requested project sponsors to submit an initial 5-year operating assistance program (OAP). These OAPs outline the scope, detail the operating budget, and project operating performance data for the proposed transit service.

ECCTA applies for an annual RM2 allocation through MTC simultaneously with the annual TDA/STA application. ECCTA applies RM2 funds to Express Route 300 service, serving the Pittsburg/Bay Point BART station.

Resolution #150527a authorizes the Chief Executive Officer or her designee to file an application with the Metropolitan Transportation Commission for the FY16 allocation of Transportation Development Act and State Transit Assistance funds.

Resolution #150527b authorizes the Chief Executive Officer or her designee to execute and submit an allocation request for FY16 Regional Measure 2 (RM2) funds.

Requested Action

Adopt Resolutions 150527a and 150527b authorizing staff to apply for FY16 TDA, STA and RM2 funds through the MTC administered process.



TRI DELTA TRANSIT

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

RESOLUTION #150527a

AUTHORIZATION FOR FILING OF TDA and STA CLAIMS

Resolution #150527a 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 2015-2016 for administering and operating Fixed Route and Dial-A-Ride 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; and

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

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 27th day of May 2015, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Gene Clare, Chair

Jeanne Krieg, CEO

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



TRI DELTA TRANSIT

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

RESOLUTION #150527b

AUTHORIZATION FOR FILING OF APPLICATION FOR RM2 FUNDS

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred as Regional Measure 2, identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 2 funds, pursuant to Streets and Highways Code Section 30914(c) and (d); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 2 funding; and

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 2 Policy and Procedures; and

WHEREAS, Eastern Contra Costa Transit Authority (ECCTA) is an eligible sponsor of transportation project(s) in Regional Measure 2, Regional Traffic Relief Plan funds; and

WHEREAS, the Express Bus Operations is eligible for consideration in the Regional Traffic Relief Plan of Regional Measure 2, as identified in California Streets and Highways Code Section 30914(c) or (d); and

WHEREAS, the Regional Measure 2 allocation request, attached hereto in the Operating Assistance Proposal and incorporated herein as though set forth at length, demonstrates a fully funded operating plan that is consistent with the adopted performance measures, as applicable, for which ECCTA is requesting that MTC allocate Regional Measure 2 funds; and

WHEREAS, Part 2 of the project application, attached hereto and incorporated herein as though set forth at length, includes the certification by ECCTA of assurances required for the allocation of funds by MTC; now, therefore, be it

RESOLVED, that ECCTA and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 2 Policy Guidance (MTC Resolution No. 3636); and be it further

RESOLVED, that ECCTA certifies that the project is consistent with the Regional Transportation Plan (RTP).

RESOLVED, that ECCTA approves the updated Operating Assistance Proposal, attached to this resolution; and be it further

RESOLVED, that ECCTA approves the certification of assurances, attached to this resolution; and be it further

RESOLVED, that ECCTA is an eligible sponsor of projects in the Regional Measure 2 Regional Traffic Relief Plan, Capital Program, in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that ECCTA is authorized to submit an application for Regional Measure 2 funds for Express Bus Operations in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that ECCTA certifies that the projects and purposes for which RM2 funds are being requested are in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.) and, if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et. seq. and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to ECCTA making allocation requests for Regional Measure 2 funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of ECCTA to deliver such project; and be it further

RESOLVED, that ECCTA indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of ECCTA its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages.

RESOLVED, that ECCTA shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED, that ECCTA authorizes its Chief Executive Officer to execute and submit an allocation request for operating or planning costs for fiscal year 2015-2016 with MTC for Regional Measure 2 funds as available under MTC guidelines for the operation of express bus services.

RESOLVED, that the Chief Executive Officer is hereby delegated the authority to make non-substantive changes or minor amendments to the IPR as he/she deems appropriate.

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the ECCTA application referenced herein.

PASSED AND ADOPTED THIS 27th day of May 2015, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Gene Clare, Chair

Jeanne Krieg, CEO

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

TAB 6

Agenda Item 7bc

ACTION ITEM: Updated Service Standards

Board of Directors Meeting Agenda

Wednesday May 27, 2015

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors**Meeting** May 27, 2015**Date:****Agenda Item:** Updated Service Standards – Agenda #7c**Lead Staff:** Steve Ponte**Approved:** Jeanne Krieg 

Background

To comply with federal regulations, ECCTA is required to periodically review and update, if required, our service standards. The last review by the ECCTA Board of Directors occurred in November 2011. The attached chart shows the existing standards and the proposed updated standards.

Staff Request

Approve the proposed updated ECCTA Service Standards.

ECCTA Service Standards

Standard	Current	Proposed
Vehicle Headways	<p>All established routes shall operate on a minimum headway of one hour with the following exceptions:</p> <ol style="list-style-type: none"> 1. Commuter service (limited stop service that is limited to peak periods) 2. Routes that do not meet the current productivity guidelines 3. Routes that have more than 1.5 miles between stops due to ADA bus stop accessibility standards 	<p>All established routes shall operate on a minimum headway of at least one during the hour for the routes span of service with the following exceptions:</p> <ol style="list-style-type: none"> 1. Commuter service (limited stop service that is limited to peak periods) 2. Routes that do not meet the current productivity guidelines 3. Routes that had trips with less than 5 passengers per trip and the trip was discontinued 4. Routes that have more than 1.5 miles between stops 5. Routes that have more than 1.5 miles between stops due to ADA bus stop accessibility standards 6. Routes that operate school days only
Transit Amenities	<p>The distribution of transit amenities including benches, shelters, and trash cans should be no less than 2.65 amenities per directional route mile. The exceptions are commuter service routes and routes that have more than 1.5 miles between stops.</p>	<p>The distribution of transit amenities including benches, shelters, and trash cans should be no less than 1 amenity per directional route mile. The exceptions are commuter service routes, routes that have more than 1.5 miles between stops, and routes that are operated school days only.</p>
Service Availability	<ol style="list-style-type: none"> 1. 75% (39) of all census tracts shall have fixed route service that operates on a minimum of one hour headways 2. 85% (44) of all census tracts shall have at least commuter service 3. 50% (26) of all census tracts shall have fixed route service that operates on a minimum of thirty minute headways during peak periods 4. 50% (26) of all census tracts shall have fixed route service with at least one hour headways on weekends/holidays 	<ol style="list-style-type: none"> 1. 40% of all census tracts shall have fixed route service that operates on a minimum of one hour headways as defined by Vehicle Headways 2. 40% of all census tracts shall have fixed route service that operates on a minimum of thirty minute headways during peak periods as defined by Vehicle Headways 3. 40% of all census tracts shall have fixed route service with at least one hour headways on weekends/holidays as defined by Vehicle Headways

Standard	Current	Proposed
Vehicle Assignments	All revenue vehicles are assigned to routes on a rotating basis. Most routes are interlined so buses assigned to a block will be used on all routes. Buses are not assigned to a particular route therefore buses are evenly distributed throughout the entire service area on a random basis. 90% of all route blocks shall include at least two different routes	All revenue vehicles are assigned to routes on a rotating basis. Most routes are interlined so buses assigned to a block will be used on all routes. Buses are not assigned to a particular route therefore buses are evenly distributed throughout the entire service area on a random basis. 70% of all route blocks shall include at least two different routes.
Transit Security	All revenue vehicles are equipped with video surveillance and DriveCam® systems. Additionally, all buses are equipped with GPS and an emergency alarm notification system. ECCTA's dispatch office monitors vehicle location/status and is able to deploy local police forces to a specific location if necessary.	No change: All revenue vehicles are equipped with video surveillance and DriveCam® systems. Additionally, all buses are equipped with GPS and an emergency alarm notification system. ECCTA's dispatch office monitors vehicle location/status and is able to deploy local police forces to a specific location if necessary.
Amenities Placement	None	<p>All amenities in place as of May 27, 2015 shall be grandfathered into the service standards new placement shall follow the standards:</p> <ul style="list-style-type: none"> • Shelters shall not be placed at stops with less than 41 average boardings/alightings per day or at locations that will not comply with ADA standards • Benches will not be placed at stops with less than 15 average boardings/alightings per day or at a locations that will not comply with ADA standards • Trash receptacles will not be placed at stops with less than 25 average boardings/alightings per day or at a locations that will not comply with ADA standards

TAB 7

Agenda Item 7c
ACTION ITEM: Board Member Travel

Board of Directors Meeting Agenda

Wednesday May 27, 2015

4:00pm


ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: May 27, 2015

Agenda Item: Board Member Travel
Agenda Item #7d

Lead Staff: Jeanne Krieg 

Background

The Board of Directors adopted the following policy for board member travel to conferences:

Budget permitting, each member of the Board of Directors may travel to two conferences within a fiscal year. The Board of Directors, prior to attendance, must approve additional travel. ECCTA Board Member attendance at the annual APTA Legislative Conference is limited to the ECCTA Board Chair and/or Vice Chair or their designee(s).

Here is a list of the board members who have requested travel to conferences (as of May 20th) during FY 2015-16.

Board Member	Board Members Seminar 7/18-21 Denver	Annual Meeting 10/4-7 San Francisco	Legislative Conference 3/13-15 Washington DC	# of conferences requested
Gene Clare	X	X		2
Ben Johnson	X	X	X	3
Federal Glover				0
Ken Gray				0
Barbara Guise				0
Wade Harper	X	X	X	3
Pete Longmire	X	X	X	3
Mary Piepho	X	X		2
Doug Hardcastle				0
Mary Rocha	X			1
Kevin Romick				0
Number attending	6	5	3	14

Considerations

- Attendance of the Legislative Conference is limited to two board members: the board chair and vice chair – or their designees.
- During FY 2015-16, it is Pittsburg's turn to be the chair of the Board of Directors
- During FY 2015-16, it is Oakley's turn to be the vice-chair of the Board of Directors
- Not all board members have completed the form to request a conference

Action Requested

Approve extra travel by some of the board members.