



Board of Directors Meeting Agenda

Wednesday, August 23, 2023

Meeting Time:
4:00 pm

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



BOARD OF DIRECTORS:

CITY OF ANTIOCH

Lamar Thorpe - Chair
Monica Wilson

CITY OF OAKLEY

Shannon Shaw
Anissa Williams

CONTRA COSTA COUNTY

Diane Burgis
Federal Glover Vice-Chair

CITY OF BRENTWOOD

Joel Bryant
Tony Oerlemans

CITY OF PITTSBURG

Dionne Adams
Shanelle Scales-Preston

MEMBER-AT-LARGE

Merl Craft

Board of Directors Meeting Agenda
Wednesday August 23, 2023
Available Online: <https://trideltatransit.com/board.aspx>

1. **CALL TO ORDER** Chair Lamar Thorpe
 - a. Roll Call

2. **PLEDGE OF ALLEGIANCE**

3. **PUBLIC COMMENT**

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

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

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

(see attachment: tab #1)

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

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

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

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

7. **ACTION ITEMS and DISCUSSION ITEMS**

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

(see attachment: tab #3)

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

Board of Directors Meeting Agenda

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- b. **ACTION ITEM:** Approval of Filing for Federal Funds 5310
(see attachment: tab #4)
Requested Action: Adopt Resolution #230823B authorizing the application submittal for financial assistance through Section 5310 Funding.

- c. **ACTION ITEM:** Travel Policy Change
(see attachment: tab #5)
Requested Action: Approve resolution #230823C amending the 1994 travel policy, specific to staff, by removing the two-conference limit for each staff member and to allow for the ECCTA CEO to manage the annual travel budget under the fiscal year budgeting process.

- d. **ACTION ITEM:** Clipper START! Extension
(see attachment: tab #6)
Requested Action: Adopt Resolution #230823D authorizing the extension of the Clipper START! Program, allowing ECCTA to participate in the program until June 2025 and adjust the current discount offering from 20% to 50% effective in January 2024.

8. BOARD OF DIRECTOR'S COMMENTS

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

9. ADJOURN

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

PUBLIC COMMENT GUIDELINES:

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

AGENDA, STAFF REPORT, AND DOCUMENT AVAILABILITY:

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

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:

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

LIMITED ENGLISH PROFICIENCY (LEP):

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

ANTICIPATED ACTION BY THE BOARD OF DIRECTORS:

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

TAB 1

Agenda Item #5

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

Board of Directors Meeting

Wednesday August 23, 2023

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

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

MINUTES

July 26, 2023

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

ROLL CALL / CALL TO ORDER

BOARDMEMBERS

PRESENT: Joel Bryant (Brentwood); Diane Burgis (Contra Costa County); Merl Craft (Member-at-Large); Federal Glover (Contra Costa County/ Vice-Chair); Tony Oerlemans (Brentwood); Shanelle Scales-Preston (Pittsburg)*; Shannon Shaw (Oakley); Anissa Williams (Oakley); Lamar Thorpe (Antioch/ Chair)
*arrived after consent calendar

ABSENT: Dionne Adams (Pittsburg); Monica Wilson (Antioch)

STAFF PRESENT: Rashidi Barnes, Chief Executive Officer (CEO)
Toan Tran, Chief Operating Officer (COO)
Eli Flushman, General Counsel
Joe Chappelle, Manager of Administrative Services
Tania Babcock, Compliance Manager
Leeann Lorono, Manager of Customer Service and Marketing
DeAnna Perry, Manager of Accessible Services
William Turner, Director of Maintenance
Rosanna Dominguez, Executive Assistant

OTHERS

PRESENT: Yvette McNeese, TransDev General Manager
Lori Sprinkle, TransDev Office Manager
Ben Trejo, TransDev Assistant Safety Manager
Nancy Parent, Member of the Public
Wolfgang Crosky, CEO Pittsburg Chamber of Commerce
Chris Riley, Glydways
Dustin Earle, Glydways
Dylan Tonningsen, Glydways

PLEDGE OF ALLEGIANCE

Chair Thorpe led the Pledge of Allegiance.

PUBLIC COMMENT

Gussie Rowe gave public comment regarding paratransit scheduling and requested improvement to

the logistics.

CHAIR'S REPORT

Chair Thorpe reported out experiences of a recent trip to Birmingham, Alabama for the APTA Board of Directors and Board Administrators Seminar.

CONSENT CALENDAR

On motion by Director Glover, seconded by Director Burgis, ECCTA Board members adopted the Consent Calendar below, which carried by the following vote:

- A. Minutes of the Board of Directors meeting of June 28, 2023
- B. Financial Report
- C. Marketing and Customer Service Activities Report

AYES: Bryant, Burgis, Craft, Glover, Oerlemans, Shaw, Thorpe, Williams
NOES: None
ABSTAIN: None
ABSENT: Adams, Scales-Preston, Wilson

CHIEF EXECUTIVE OFFICER'S REPORT

A. Operations Report

Chief Executive Officer Rashidi Barnes gave a report on the establishment of the Regional Network Management Council. Included in this council are three seats for small operators, with ECCTA falling under the East Bay Operators group. County Connection General Manager Bill Churchill has been nominated as the representative for this group.

Mr. Barnes presented a regional transportation measure that will be created by MTC/ABAG, discussion and stakeholder meetings have started. This measure is set to come to fruition in 2026. The current goal is to stabilize transit funds, make transit more efficient and increase mobility for all.

Mr. Barnes updated the board on the vision for this fiscal year. Mr. Barnes reviewed the ridership from previous years. ECCTA will be conducting a Comprehensive Operational Analysis (COA) to review services and redefine the agency as a whole. Another initiative is to advance the hydrogen fueling station by utilizing the land acquisition that was approved previously by the board. Lastly Antioch Park and Ride project will begin this fiscal year and the Brentwood Park and Ride will be improved.

ACTION AND DISCUSSION ITEMS

A. Dynamic Personal Microtransit (DPMT) Contract Approval

Chief Executive Officer Rashidi Barnes provided a summary of the DPMT project. The Board of

Directors received an update on this project at the June occurrence of the board meeting. Mr. Barnes requested authorization to enter into the SPDA with ECCP to advance the initial three phases of the DPMT project, and to allow Mr. Barnes or his designee to make any non-substantive changes to the agreement. In order for full execution of the SPDA both the ECCTA Board and the CCTA Board need to approve.

Chris Riley from Glydways gave public comment expressing appreciation for the opportunity, allowing the company to be a part of the DPMT project. Chris Riley reviewed the company's overall goals and vision for this project.

On motion by Director Glover, seconded by Director Burgis, ECCTA Board members authorized staff to enter into the SPDA with ECCP to advance the initial three phases of the DPMT Project, and to allow the Chief Executive Officer of ECCTA or designee to make any non-substantive changes to the agreement, carried by the following vote:

AYES: Bryant, Burgis, Craft, Glover, Oerlemans, Scales-Preston Shaw, Thorpe, Williams
NOES: None
ABSTAIN: None
ABSENT: Adams, Wilson

B. Pittsburg Seafood and Music Festival

Manager of Customer Service and Marketing Leeann Lorono provided the history of ECCTAs involvement with the Pittsburg Seafood and Music Festival. Leeann Lorono presented the proposed plan for this year's upcoming route and service that ECCTA will provide specifically for the festival. As a response to inquiry from Board Members, Leeann Lorono and CEO Chamber of Commerce Wolfgang Crosky provided clarification on benefits that ECCTA would receive for sponsorship of the Pittsburg Seafood and Music Festival.

The requested action to the Board of Directors was to provide direction to staff regarding the operation of a shuttle for the 2023 Pittsburg Seafood and Music Festival. The direction was to provide shuttle service as recommended by staff for the 2023 Pittsburg Seafood and Music Festival.

C. Travel Policy Change

This item was proposed for postponement to the August 23, 2023 Board Meeting.

On motion by Director Craft seconded by Director Shaw, the proposed Travel Policy Change was approved for postponement, carried by the following vote:

AYES: Bryant, Burgis, Craft, Glover, Oerlemans, Scales-Preston Shaw, Thorpe, Williams
NOES: None
ABSTAIN: None
ABSENT: Adams, Wilson

BOARD OF DIRECTORS COMMENT

Directors Shaw, Craft, Bryant, Williams, Glover and Chair Thorpe all gave gratitude to ECCTA for hosting them at multiple events during the month of July.

Director Scales-Preston announced upcoming events occurring in Pittsburg that included National Night out that will be hosted at Small World, the Jazz, Blues and Funk fest, and the Pittsburg Seafood and Music Festival.

Director Williams encouraged everyone to consider public transit for events to help mitigate the negative impact large events can have on small businesses regarding parking for their patrons.

ADJOURNMENT

The meeting of the Eastern Contra Cost Transit Authority adjourned at 4:35pm until August 23, 2023 at 4:00pm in the ECCTA Administrative Facility, 801 Wilbur Ave Antioch, California.

Respectfully submitted,

Rosanna Dominguez
Executive Assistant

TRI DELTA TRANSIT
Income Statement - Comparison to Annual Budget

As of July 31, 2023
(unaudited)

	YTD Actual			YTD Budget			YTD Variance Favorable/(unfavorable)			FY24 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	\$ 144,758	\$ 105,645	\$ 39,113	\$ 149,440	\$ 81,210	\$ 68,230	\$ (4,682)	\$ 24,435	\$ (29,117)	\$ 1,813,298	\$ 984,639	\$ 828,659	\$ 8%	\$ 11%	\$ 5%	\$ 8%	\$ 11%	\$ 5%	
Other Income	\$ 48,913	\$ 15,833	\$ 33,080	\$ 44,099	\$ 15,833	\$ 28,266	\$ 4,814	\$ -	\$ 4,814	\$ 490,741	\$ 190,000	\$ 300,741	\$ 10%	\$ 8%	\$ 11%	\$ 10%	\$ 8%	\$ 11%	
Total Operating Revenues:	\$ 193,671	\$ 121,478	\$ 72,193	\$ 193,539	\$ 97,043	\$ 96,496	\$ 132	\$ 24,435	\$ (24,303)	\$ 2,304,039	\$ 1,174,639	\$ 1,129,400	\$ 8%	\$ 10%	\$ 6%	\$ 8%	\$ 10%	\$ 6%	
NON-OPERATING REVENUES																			
Federal Funds	\$ -	\$ -	\$ -	\$ 142,675	\$ -	\$ 142,675	\$ (142,675)	\$ -	\$ (142,675)	\$ 1,712,109	\$ -	\$ 1,712,109	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State Funds	\$ 1,246,285	\$ 997,028	\$ 249,257	\$ 2,180,472	\$ 1,764,680	\$ 415,792	\$ (934,187)	\$ (767,652)	\$ (166,535)	\$ 25,968,665	\$ 20,589,362	\$ 5,379,303	\$ 5%	\$ 5%	\$ 5%	\$ 5%	\$ 5%	\$ 5%	
Local Funds	\$ -	\$ -	\$ -	\$ 229,607	\$ 99,633	\$ 129,974	\$ (229,607)	\$ (99,633)	\$ (129,974)	\$ 2,755,287	\$ 1,195,596	\$ 1,559,691	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Inter-Operator Agreements	\$ -	\$ -	\$ -	\$ 211,007	\$ 211,007	\$ -	\$ (211,007)	\$ (211,007)	\$ -	\$ 2,532,085	\$ 2,532,085	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Interest & Other Misc Income	\$ 1,587	\$ 1,319	\$ 268	\$ 4,999	\$ 4,166	\$ 833	\$ (3,412)	\$ (2,847)	\$ (565)	\$ 60,000	\$ 50,000	\$ 10,000	\$ 3%	\$ 3%	\$ 3%	\$ 3%	\$ 3%	\$ 3%	
Total Non-operating Revenues:	\$ 1,247,872	\$ 998,347	\$ 249,525	\$ 2,768,760	\$ 2,079,486	\$ 689,274	\$ (1,520,888)	\$ (1,081,139)	\$ (439,749)	\$ 33,028,146	\$ 24,367,043	\$ 8,661,103	\$ 4%	\$ 4%	\$ 3%	\$ 4%	\$ 4%	\$ 3%	
Total Revenues:	\$ 1,441,543	\$ 1,119,825	\$ 321,718	\$ 2,962,299	\$ 2,176,529	\$ 785,770	\$ (1,520,756)	\$ (1,056,704)	\$ (464,052)	\$ 35,332,185	\$ 25,541,682	\$ 9,790,503	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
OPERATING EXPENSES																			
Purchased Transportation	\$ 1,732,126	\$ 1,161,673	\$ 570,453	\$ 1,747,476	\$ 1,154,137	\$ 593,339	\$ 15,350	\$ (7,536)	\$ 22,886	\$ 20,459,235	\$ 13,145,945	\$ 7,313,290	\$ 8%	\$ 9%	\$ 8%	\$ 8%	\$ 9%	\$ 8%	
Materials and Supplies	\$ 408,067	\$ 324,842	\$ 83,225	\$ 458,378	\$ 372,730	\$ 85,648	\$ 50,311	\$ 47,888	\$ 2,423	\$ 5,338,844	\$ 4,296,981	\$ 1,041,863	\$ 8%	\$ 8%	\$ 8%	\$ 8%	\$ 8%	\$ 8%	
Salaries & Benefits	\$ 449,820	\$ 396,585	\$ 53,235	\$ 532,195	\$ 468,332	\$ 63,863	\$ 82,375	\$ 71,747	\$ 10,628	\$ 6,386,332	\$ 5,619,980	\$ 766,352	\$ 7%	\$ 7%	\$ 7%	\$ 7%	\$ 7%	\$ 7%	
Services	\$ 103,024	\$ 85,149	\$ 17,875	\$ 75,652	\$ 59,634	\$ 16,018	\$ (27,372)	\$ (25,515)	\$ (1,857)	\$ 1,230,818	\$ 899,350	\$ 331,468	\$ 8%	\$ 9%	\$ 5%	\$ 8%	\$ 9%	\$ 5%	
Other	\$ 30,494	\$ 25,020	\$ 5,474	\$ 29,232	\$ 24,703	\$ 4,529	\$ (1,262)	\$ (317)	\$ (945)	\$ 459,753	\$ 396,145	\$ 63,608	\$ 7%	\$ 6%	\$ 9%	\$ 7%	\$ 6%	\$ 9%	
Casualty and liability insurance	\$ 515,419	\$ 421,468	\$ 93,951	\$ 96,249	\$ 77,258	\$ 18,991	\$ (419,170)	\$ (344,210)	\$ (74,960)	\$ 1,154,991	\$ 927,097	\$ 227,894	\$ 45%	\$ 45%	\$ 41%	\$ 45%	\$ 45%	\$ 41%	
Utilities	\$ 21,893	\$ 18,285	\$ 3,608	\$ 18,586	\$ 16,188	\$ 2,398	\$ (3,307)	\$ (2,097)	\$ (1,210)	\$ 282,334	\$ 240,787	\$ 41,547	\$ 8%	\$ 8%	\$ 8%	\$ 8%	\$ 8%	\$ 8%	
Taxes	\$ 5,282	\$ 3,977	\$ 1,305	\$ 4,531	\$ 3,547	\$ 984	\$ (751)	\$ (430)	\$ (321)	\$ 19,878	\$ 15,397	\$ 4,481	\$ 27%	\$ 26%	\$ 29%	\$ 27%	\$ 26%	\$ 29%	
Total Operating Expenses:	\$ 3,266,125	\$ 2,436,989	\$ 829,126	\$ 2,962,299	\$ 2,176,529	\$ 785,770	\$ (303,826)	\$ (260,470)	\$ (43,356)	\$ 35,332,185	\$ 25,541,682	\$ 9,790,503	\$ 9%	\$ 10%	\$ 8%	\$ 9%	\$ 10%	\$ 8%	
EXCESS REV/(EXP)	\$ (1,824,582)	\$ (1,317,174)	\$ (507,408)	\$ -	\$ 0	\$ -	\$ 1,824,582	\$ 1,317,174	\$ 507,408	\$ -	\$ 0	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ 0	\$ -	\$ -

Staff Report to ECCTA Board of Directors

Meeting Date: August 23, 2023

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

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

Approved: Rashidi Barnes, 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. Here are some projects Marketing has been working on.

 <p>Pass2Class Free bus rides to school for up to two months!</p> <p>Apply Now! Visit www.pass2class.org</p> <p>TRI DELTA TRANSIT 511 CONTRA COSTA</p>	<p>July/August Marketing Campaign -Pass2Class</p> <p>The Pass2Class program continues to be strong in eastern Contra Costa County. Advertised on social media and at all events attended by Tri Delta Transit, the pass is having a positive impact on the community. As of August 10th, 908 students have received passes, meaning a total of 1,816 20-ride passes have been distributed – since it’s two per person.</p>
	<p>Into the Community</p> <p>Tri Delta Transit was on-site for the gigantic backpack and school supply giveaway in Antioch at the Stuff the Bus event, August 5th hosted by the Forever Me Foundation. Hundreds of families were able to get much needed supplies. Tri Delta Transit gave out fun goodies, schedules, Pass2Class fliers, and more. Contra Costa news reported 1,800+ backpacks were given out. A great start to a great school year!</p>

Ongoing Projects:

TRI DELTA TRANSIT @trideltatransit
7 days ago

Congratulations to the City of Pittsburg, who broke ground today on a new shopping center which will include Sprouts. Tri Delta Transit is proud to...

Read more



TRI DELTA TRANSIT @trideltatransit
Jul 20

Tri Delta Transit is honored to be named a 2023 Neighborhood FAVES on Nextdoor.

Thank you to our riders and our communities that voted for us. We...

Read more



155 views

Tri Delta Transit @TriDeltaTransit
Aug 1

Tri Delta Transit takes you places.

This Friday (8/4) enjoy the Summer Concert series at the Pittsburg Marina from 5:30-9 pm. Take Route 381 or 387 and enjoy live music from 'Point of No Return,' a Pittsburg favorite, without any worries.



Tri Delta Transit @TriDeltaTransit
Jul 28

Tri Delta Transit can connect you to Swiftie Clara!

Tri Delta Transit connects the East County to BART, to transit for the Eras Tour. Make your concert trip an experience, get onboard, sing your favorite Taylor songs and post pictures. You'll skip all the mess.



Highlighting Special Occasions

Tri Delta Transit celebrates occasions along with our riders. This month we celebrated:

- City of Pittsburg's ground breaking on the new shopping center that will include the grocery store Sprouts.
- Tri Delta Transit named a Nextdoor Favorite by our community.

Transit Takes You Places

Tri Delta Transit takes you to the people, places and things that you love. We love our local food and music events! Plus, with all the Bay Area activities we promote our connectivity to BART.

If you have an event that a Tri Delta Transit route goes near or to, send it to comments@eccta.org, and we will let riders know.

Pittsburg Seafood & Music Festival

With guidance to staff from the Board of Directors, Tri Delta Transit is working on the following promotions with the Pittsburg Chamber of Commerce in celebration of the festival:

- 20% off coupon to the Seafood Island or Lemonade Stand for those getting off the seafood shuttle or TDT bus at the festival.
- An on-line contest to run until September 5th for two of the following: tickets to the festival, T-shirts, drink passes, and vouchers for the Seafood Island.
- Bus advertising will go on two TDT fixed route buses for the festival to run on various routes and these two buses will then become the marked shuttles.

SOCIAL MEDIA ANALYTICS

Following please find a brief summary of metrics for the Tri Delta Transit social media accounts.

MAIN ACCOUNTS	MONTHS		
	MAY 2023	JUNE 2023	JULY 2023
Followers			
Facebook	1.3K	1.3K	1.3k
Instagram	944	963	969
X (Twitter)	1,025	1,027	1,027
LinkedIn	348	355	367

NEW ALERT ACCOUNTS	MONTHS		
	MAY 2023	JUNE 2023	JULY 2023
Followers			
Facebook	29	32	35
Instagram	73	N/A	76
X (Twitter)	9	9	9

*Instagram back

X (TWITTER)	MONTHS		
	MAY 2023	JUNE 2023	JULY 2023
Impressions	6,223	4,211	4,500
Engagement	20	42	42
Retweets	54	44	44
Likes - New	0	0	2

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

Agenda Item #5c
*Eastern Contra Costa Transit Authority
Board of Directors Meeting
August 23, 2023*

TAB 2

Agenda Item #6
CEO's Report

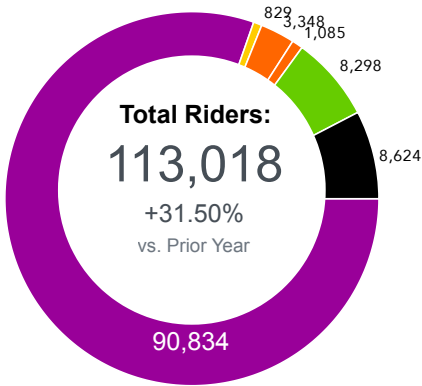
Board of Directors Meeting

Wednesday August 23, 2023

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

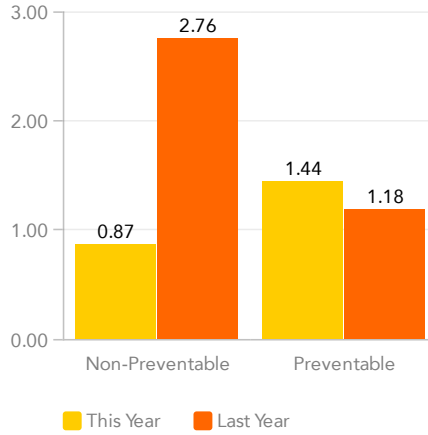
TRI DELTA TRANSIT Performance Summary

Ridership

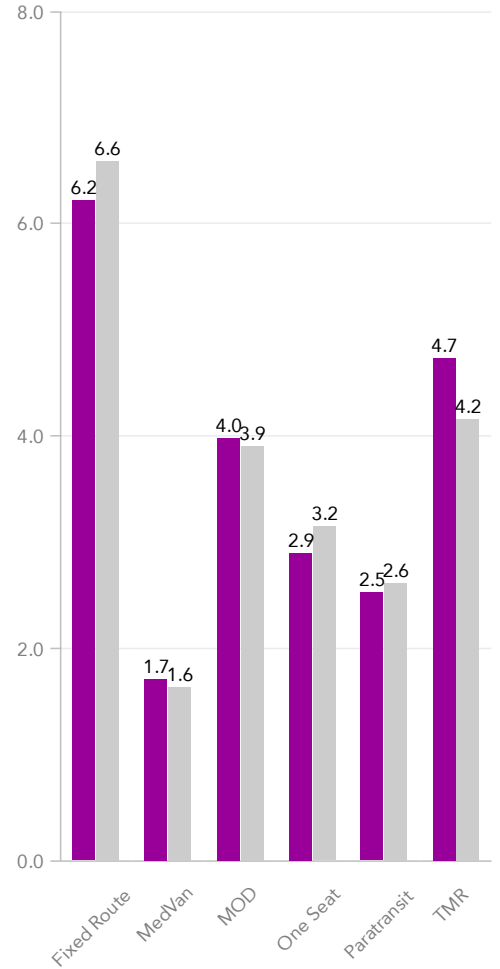


- Fixed Route
- MedVan
- MOD
- One Seat
- Paratransit
- TMR

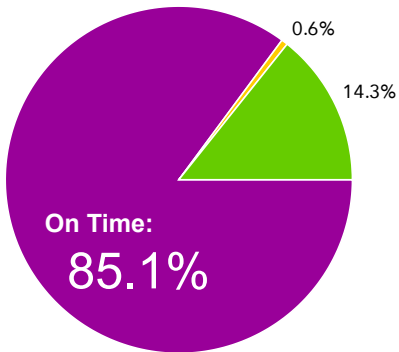
Accidents / 100K Miles



Passengers Per Revenue Hour

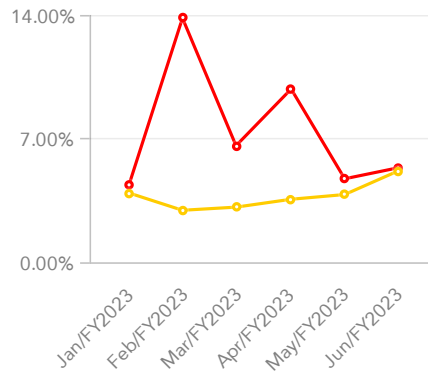


On Time Performance



- On Time
- Early
- Late

Cost Recovery Ratio



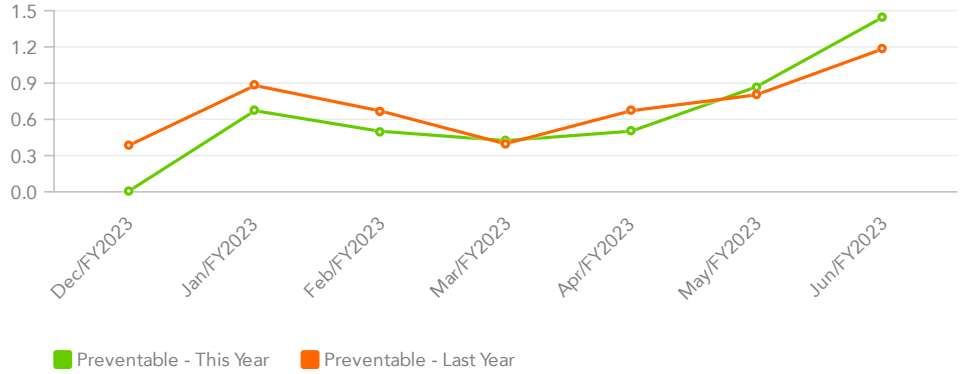
- Demand Response
- Fixed Route

- This Year
- Last Year

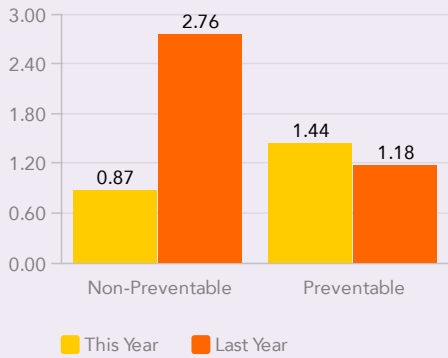
Preventable Accident Report

	Accidents	Per 100,000 Miles
Jan/FY2023	4	0.67
Feb/FY2023	2	0.49
Mar/FY2023	4	0.42
Apr/FY2023	4	0.50
May/FY2023	3	0.86
YTD 2022	3	1.18
YTD 2023	5	1.44
YTD Change	2	22.03%

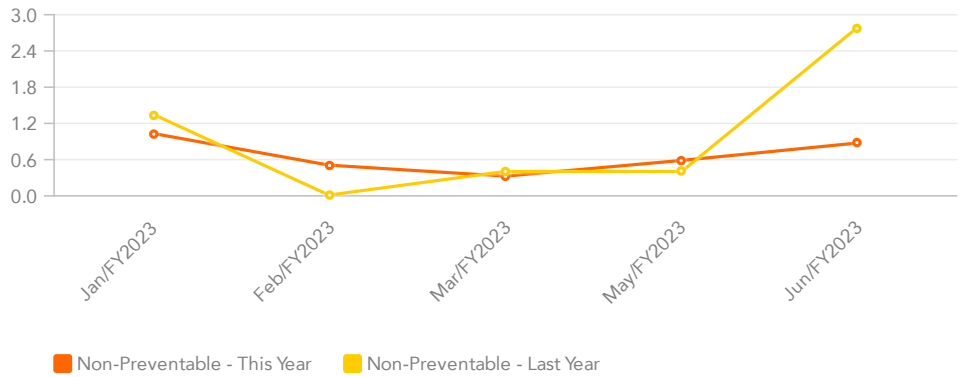
Preventable Accidents Per 100,000 Miles Last Six Months - System Wide



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

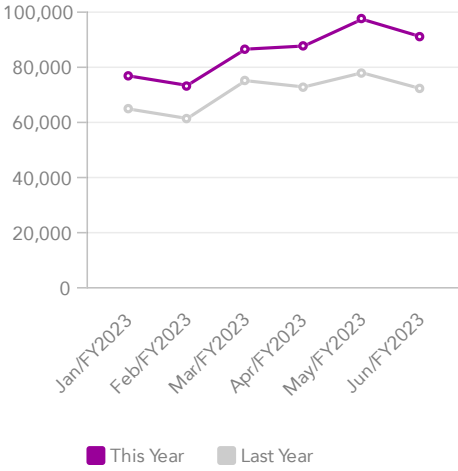


Non-Preventable Accidents Per 100,000 Miles Last Six Months - System Wide

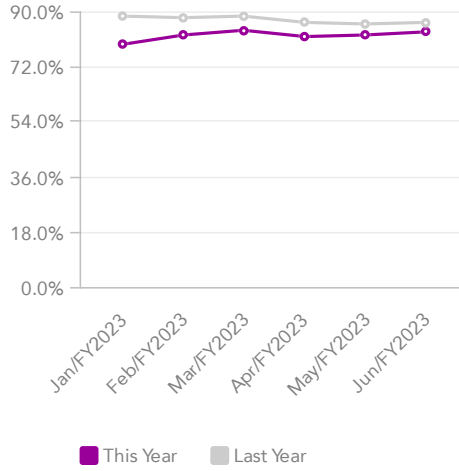


Fixed Route Performance

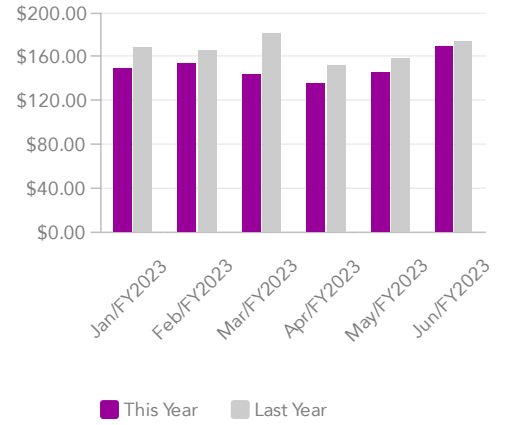
Total Ridership



On Time Performance



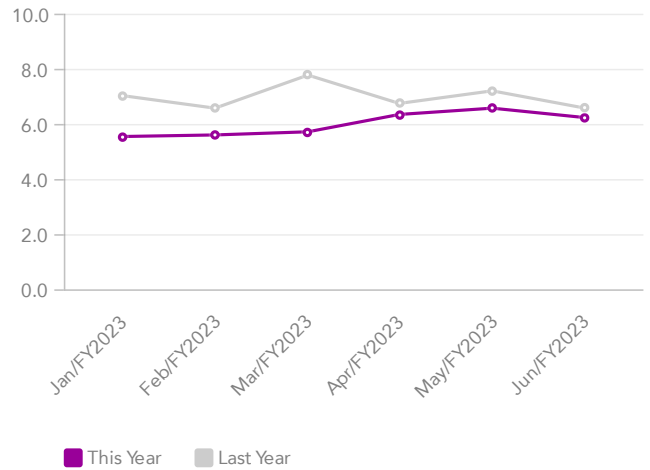
Operating Cost Per Revenue Hour



YTD Report - Fixed Route

	Metric	This Year	Prior Year	% Change
Customer Service	% of Trips On Time	83.48	86.26	-3.2%
	Average Miles Between Roadcalls	0.00	31,249.36	-100.0%
	Complaints Per 100k Riders	27.52	29.15	-5.6%
	Ridership Per Rev. Hour	6.22	6.59	-5.6%
Financial	Operating Costs Per Rev. Hour	169.98	174.39	-2.5%
Ridership	Ridership	90,834.00	72,044.00	+26.1%

Passengers Per Revenue Hour



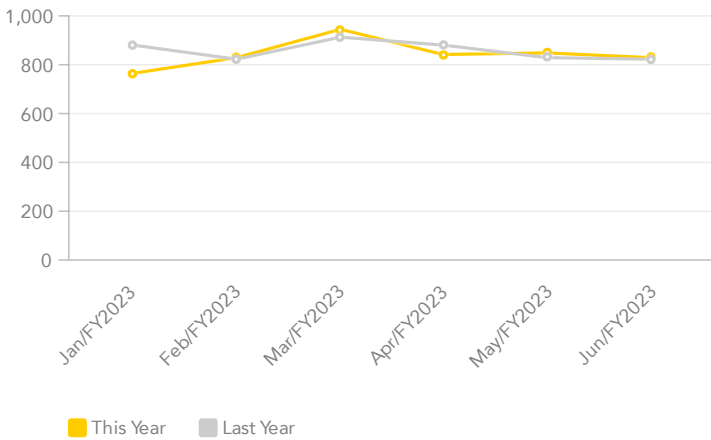
MedVan, Paratransit, and MOD Performance

YTD Report

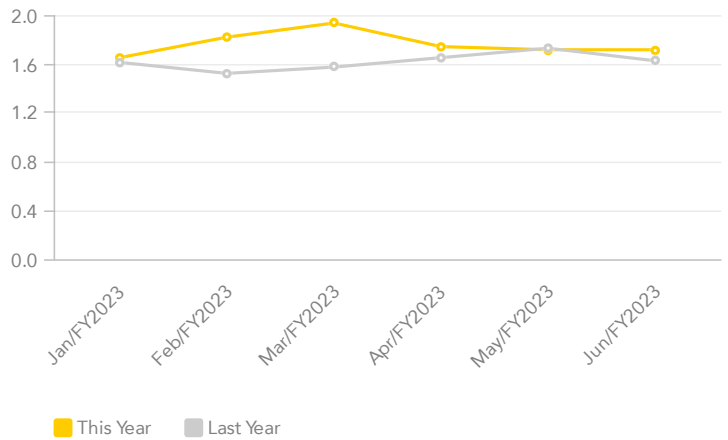
	Metric	This Year	Prior Year	% Change
Customer Service	% of Trips On Time	97.59	92.90	+5.0%
	Complaints Per 100k Riders	120.63	0.00	
	Ridership Per Rev. Hour	1.71	1.63	+4.9%
Financial	Operating Costs Per Rev. Hour	149.66	112.88	+32.6%
Ridership	Ridership	829.00	818.00	+1.3%

MedVan

Total Ridership



Passengers Per Revenue Hour

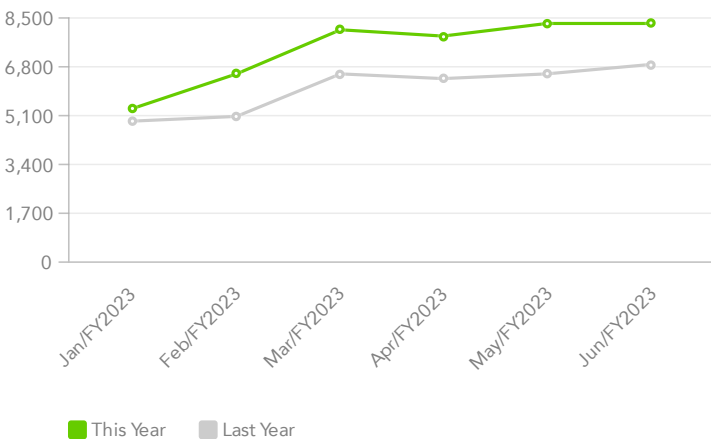


YTD Report

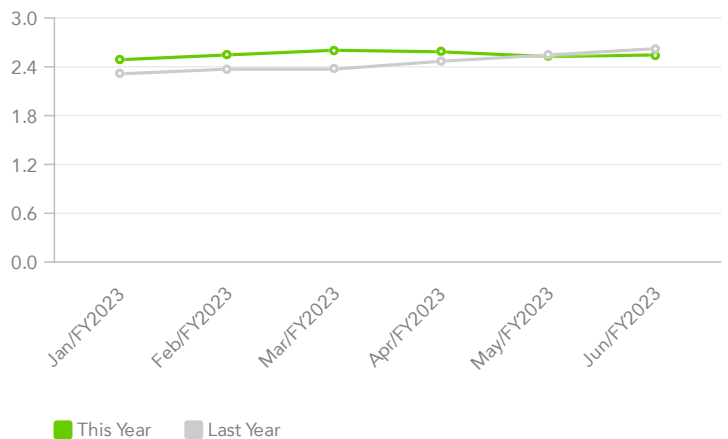
	Metric	This Year	Prior Year	% Change
Customer Service	% of Trips On Time	92.24	94.76	-2.7%
	Complaints Per 100k Riders	168.72	102.47	+64.7%
	Ridership Per Rev. Hour	2.53	2.61	-3.1%
Financial	Operating Costs Per Rev. Hour	148.31	112.72	+31.6%
Ridership	Ridership	8,298.00	6,831.00	+21.5%

Paratransit

Total Ridership



Passengers Per Revenue Hour

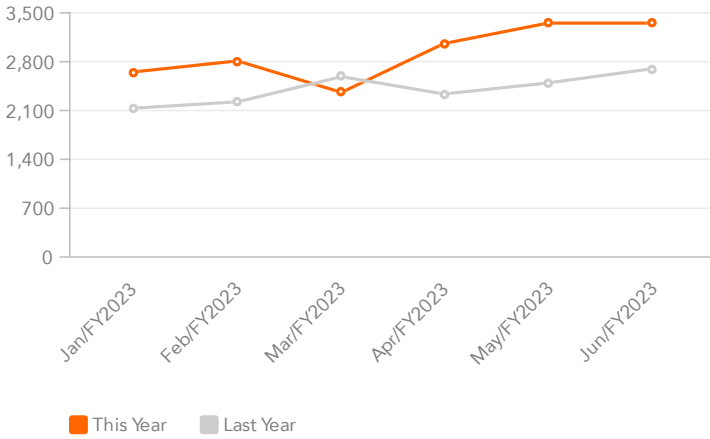


YTD Report

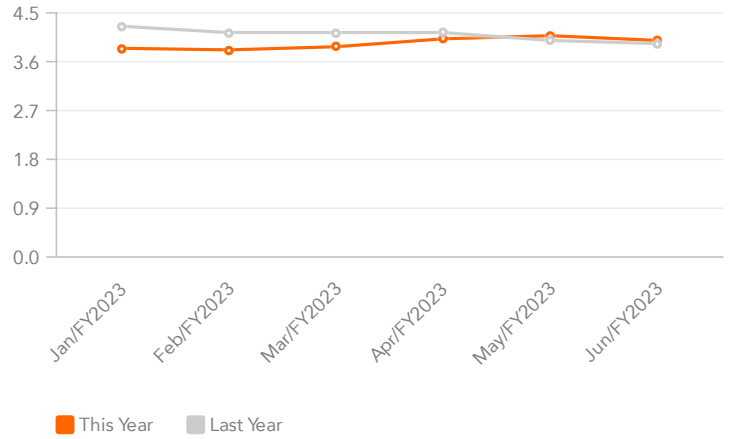
MOD

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	0.00	0.00	
Service	Ridership Per Rev. Hour	3.98	3.91	+1.8%
Financial	Operating Costs Per Rev. Hour	88.23	92.41	-4.5%
Ridership	Ridership	3,348.00	2,677.00	+25.1%

Total Ridership



Passengers Per Revenue Hour

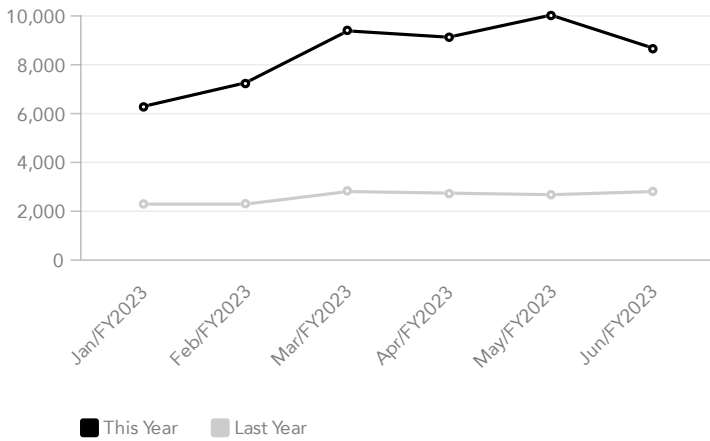


YTD Report

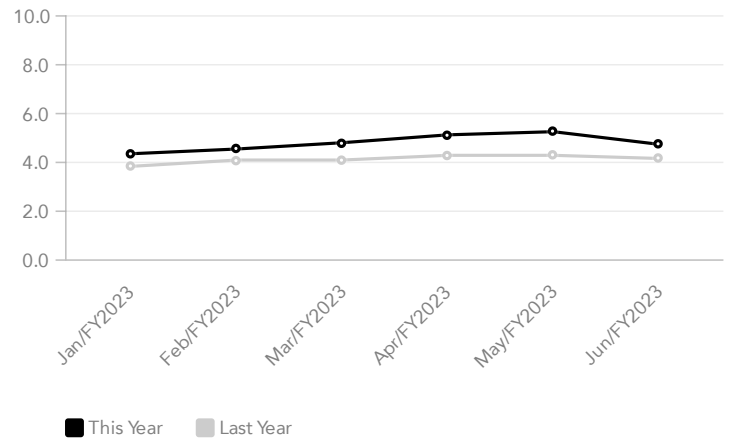
TMR

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	46.38	0.00	
Service	Ridership Per Rev. Hour	4.73	4.15	+14.0%
Financial	Operating Costs Per Rev. Hour	146.09	108.63	+34.5%
Ridership	Ridership	8,624.00	2,780.00	+210.2%

Total Ridership



Passengers Per Revenue Hour



TAB 3

Agenda Item #7a

ACTION ITEM: Vehicle Purchase

Board of Directors Meeting

Wednesday August 23, 2023

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: August 23, 2023

Agenda Item: Vehicle Purchase – Agenda Item 7a

Lead Staff: Joseph Chappelle, Manager of Administrative Services

Approved: Rashidi Barnes, Chief Executive Officer 

Background

ECCTA has 15 paratransit buses that have reached the end of their useful life and need to be replaced. Additionally, ECCTA would like to increase vehicle availability for the popular Tri MyRide on-demand service and has the funding to increase the vehicle availability by three. 18 cutaway buses are needed in total.

Considerations

The CalACT MBTA Vehicle Purchasing Cooperative is a joint procurement cooperative available to public agencies that can allow them to purchase a variety of vehicles at competitive prices. The successful bidder for these vehicles is A-Z Bus Sales. The bid meets the requirements of all applicable State of California solicitation and bid award requirements and follows ECCTA's procurement policy.

The cost for 15 replacement paratransit cutaway buses comes to:
\$2,165,446.65

The cost for 3 new Tri MyRide on-demand cutaway buses comes to:
\$393,780.53

Requested Action

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



TRI DELTA TRANSIT

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

RESOLUTION #230823A **Authorization for Vehicle Purchase**

Resolution #230823A authorizes the CEO to enter into a contract for the purchase of 18 cutaway buses with A-Z Bus Sales.

WHEREAS, ECCTA has fifteen 2018 paratransit cutaway buses that have reached the end of their useful life; and

WHEREAS, ECCTA would like to add three cutaway buses to the Tri MyRide on-demand service; and

WHEREAS, the costs for each set are \$2,165,446.65 and \$393,780.53 respectively; and

WHEREAS, A-Z Bus Sales was awarded a contract through the CalACT-MBTA Vehicle Purchasing Cooperative for the purchase of cutaway vehicles; and

WHEREAS, this was a competitively bid contract and complies with State of California and Federal Transit Administration applicable requirements, and

WHEREAS, this procurement complies with ECCTA's procurement policies.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #230823A authorizing the CEO to enter into a contract for the purchase of 18 cutaway buses with A-Z Bus Sales for an amount not to exceed \$2,815,150 which includes a 10% contingency.



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
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Phone 925.754.6622 Fax 925.757.2530

RESOLUTION #230823A **Authorization for Vehicle Purchase**

Resolution #230823A authorizes the CEO to enter into a contract for the purchase of 18 cutaway buses with A-Z Bus Sales.

PASSED AND ADOPTED this 23rd day of August 2023, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Lamar Thorpe, Chair

Rashidi Barnes, Chief Executive Officer

AYES: _____

NOES: _____

ABSENT: _____

ABSTENTIONS: _____

TAB 4

Agenda Item #7b

ACTION ITEM: Approval of Filing for Federal Funds 5310

Board of Directors Meeting

Wednesday August 23, 2023

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: August 23, 2023

Agenda Item: Approval of Filing for Federal Funds 5310 – Agenda Item 7b

Lead Staff: Agustin Diaz, Chief Financial Officer

Approved: Rashidi Barnes, Chief Executive Officer



Background

The 5310 program provides formula funding to states for the purpose of assisting private nonprofit groups in meeting the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meeting these needs. Funds are apportioned based on each state's share of the population for these two groups. Formula funds are apportioned to direct recipients; for rural and small urban areas, this is the state Department of Transportation, while in large urban areas, a designated recipient is chosen by the governor. Direct recipients have flexibility in how they select subrecipient projects for funding, but their decision process must be clearly noted in a state/program management plan. The selection process may be formula-based, competitive or discretionary, and subrecipients can include states or local government authorities, private non-profit organizations, and/or operators of public transportation.

The Caltrans Division of Mass Transportation has released a Call for Projects of FY2023 Section 5310 discretionary funds. ECCTA staff proposes applying for operating funds for the Mobility on Demand program. An authorizing resolution is required in order to apply for these competitive funds.

Requested Actions:

Adopt Resolution #230823B authorizing the application submittal for financial assistance through Section 5310 Funding.



TRI DELTA TRANSIT

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

RESOLUTION #230823B

Resolution #230823B Authorizing the Federal funding under FTA section 5310 (49 U.S.C. Section 5310) with the California Department of Transportation.

WHEREAS, the U. S. Department of Transportation (the Department) is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5310 of the Federal Transit Act (**FTA C 9070.1G**); and

WHEREAS, the California Department of Transportation has been designated by the Governor of the State of California to administer Section 5310 grants for transportation projects for seniors and individuals with disabilities; and

WHEREAS, the Eastern Contra Costa Transit Authority desires to apply for said financial assistance to permit operation of service/purchase of capital equipment in Contra Costa County; and

WHEREAS, the Eastern Contra Costa Transit Authority has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Board of Directors of the Eastern Contra Costa Transit Authority does hereby Authorize the Chief Executive Officer or their designee, to file and execute applications on behalf of Eastern Contra Costa Transit Authority with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5310 of the Federal Transit Act (**FTA C 9070.1G**), as amended.

That Chief Executive Officer or their designee is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.



TRI DELTA TRANSIT

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

RESOLUTION #230823B

Resolution #230823B Authorizing the Federal funding under FTA section 5310 (49 U.S.C. Section 5310) with the California Department of Transportation.

That Chief Executive Officer or their designee is authorized to provide additional information as the Department may require in connection with the application for the Section 5310 projects.

That Chief Executive Officer or their designee is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5310 projects.

PASSED AND ADOPTED THIS 23rd day of August, 2023, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Lamar Thorpe, Chair

Rashidi Barnes, Chief Executive Officer

AYES: _____

NOES: _____

ABSENT: _____

ABSTENTIONS: _____

TAB 5

Agenda Item #7c

ACTION ITEM: Travel Change Policy

Board of Directors Meeting

Wednesday August 23, 2023

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: August 23, 2023

Agenda Item: Staff Travel Policy Update - Agenda Item #7c

Lead Staff: Rashidi Barnes, Chief Executive Officer 

Background

In 1994 the ECCTA Board approved a Board of Directors Travel Policy as well as a staff travel policy. Specific to only the Staff travel policy, it states:

“Each staff member may travel to two conferences within a fiscal year. The Board of Directors prior to attendance must approve additional travel. Per diem and expense reimbursement shall be the same as for members of the Board of Directors.”

Since 1994 a multitude of transportation/mobility conferences have come into existence and become vital sources of information and data gathering which have helped ECCTA grow and meet the advancements to transportation.

Considerations

The 1994 Travel Policy allowed “each staff member” the opportunity to travel. Currently, only managers and directors travel to conferences. By limiting travel to a specific number of instances, we are reducing the staff’s opportunities for professional growth and information gathering that is needed to better understand and address changing travel trends, innovative technological mobility options and peer learning.

Furthermore, ECCTA staff annually presents a financial budget, for a given fiscal year, which is approved by its Board of Directors. Inclusive of the budget are travel costs for conferences and travel.

Financial Impact

None. The travel costs associated with staff conference participation was included in the FY23-24 budget.

Requested Action

Approve resolution #230823C amending the 1994 travel policy, specific to staff, by removing the two-conference limit for each staff member and to allow for the ECCTA CEO to manage the annual travel budget under the fiscal year budgeting process.

Attachment A
1994 ECCTA Board and Staff Travel Policy

Attachment B
2023 Revised ECCTA Board and Staff Travel Policy



TRI DELTA TRANSIT

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

RESOLUTION #230823C Staff Travel Policy Update

Resolution #230823C authorizing the Chief Executive Officer (CEO) of the Eastern Contra Costa Transit Authority (ECCTA) to amend the 1994 Travel Policy to allow the CEO to manage conference attendance for staff within the budget allotted for conferences.

WHEREAS, ECCTA approved its Travel Policy in 1994 for both staff and its Directors; and

WHEREAS, each staff member may travel to two conferences within a fiscal year. The Board of Directors prior to attendance must approve additional travel; and

WHEREAS, since 1994 a multitude of transportation/mobility conferences have come into existence and become vital sources of information and data gathering which have helped ECCTA staff grow and meet the advancements to transportation; and

WHEREAS, by limiting travel to a specific number of instances, ECCTA is reducing the staff's opportunities for professional growth and information gathering that is needed to better understand and address changing travel trends, innovative technological mobility options and peer learning; and

WHEREAS, ECCTA staff annually presents a financial budget, for a given fiscal year, which is approved by its Board of Directors. Inclusive of the budget are travel costs for conferences and travel.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #230823C amending the 1994 travel policy, specific to staff, by removing the two-conference limit for each staff member and to allow for the ECCTA CEO to manage the annual travel budget under the fiscal year budgeting process.



TRI DELTA TRANSIT

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RESOLUTION #230823C Staff Travel Policy Update

Resolution #230823C authorizing the Chief Executive Officer (CEO) of the Eastern Contra Costa Transit Authority (ECCTA) to amend the 1994 Travel Policy to allow the CEO to manage conference attendance for staff within the budget allotted for conferences.

PASSED AND ADOPTED THIS 23rd day of August 2023, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Lamar Thorpe, Chair

Rashidi Barnes, Chief Executive Officer

AYES: _____

ABSENT: _____

NOES: _____

ABSTENTIONS: _____

EASTERN CONTRA COSTA TRANSIT AUTHORITY

BOARD AND STAFF TRAVEL POLICY

Adopted 02/23/94

Travel Policy: Board of Directors

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.

A per diem shall be paid at the level established by the General Services Administration and is intended to cover meals, and incidentals. ECCTA will pay in advance for airline tickets (coach), hotel room, registration fees, and banquet meals. ECCTA will pay for any other travel mode not to exceed the cost of a coach air ticket. Travel to and from the airport must be substantiated and will be reimbursed at the (cost per mile) rate established by the IRS. Taxi expenses will be reimbursed upon substantiation.

Travel Policy: Staff

Each staff member may travel to two conferences within a fiscal year. The Board of Directors prior to attendance must approve additional travel. Per diem and expense reimbursement shall be the same as for members of the Board of Directors.



AGENCY POLICY

The following policy has been reviewed and approved by the Eastern Contra Costa Transit Authority (Tri Delta Transit) Board of Directors.

POLICY NAME:	Board and Staff Travel Policy
DEPARTMENT:	Chief Executive Officer
DATE APPROVED:	02/23/1994
DATE REVISED:	08/26/2023

THE POLICY IS AS FOLLOWS:

Travel Policy: Board of Directors

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.

A per diem shall be paid at the level established by the General Services Administration and is intended to cover meals, and incidentals. ECCTA will pay in advance for airline tickets (coach), hotel room, registration fees, and banquet meals. ECCTA will pay for any other travel mode not to exceed the cost of a coach air ticket. Travel to and from the airport must be substantiated and will be reimbursed at the (cost per mile) rate established by the IRS. Taxi expenses will be reimbursed upon substantiation.

Travel Policy: Staff

Staff members, upon approval of their manager, may see approval for travel to conferences and or seminars within a fiscal year. In typical years, staff members may attend two conferences. However, under the discretion of the CEO or their designee, approval of attendance will be based on consideration of the ECCTA budget for conferences, whether the conference will cover relevant issues, the employee's attendance at other conferences in the past, work capacity, and any other relevant issue. Per diem and expense reimbursement shall be the same as for members of the Board of Directors.

TAB 6

Agenda Item #7d

ACTION ITEM: Clipper START! Extension

Board of Directors Meeting

Wednesday August 23, 2023

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: August 23, 2023

Agenda Item: Clipper START! Extension – Agenda Item 7d

Lead Staff: Toan Tran, Chief Operating Officer

Approved: Rashidi Barnes, Chief Executive Officer 

Background

The Metropolitan Transportation Commission (MTC) established a pilot program to offer discounted transit fares to low income individuals. Known as Clipper START!, the program allows adults who live in the Bay Area and whose annual earnings are up to 200 percent of the federal poverty level to qualify. The pilot was originally approved for an 18-month period scheduled to end in mid-January 2022 and later extended through June 30, 2023. MTC staff has proposed, and on June 28 the MTC Commission approved, another extension of the pilot program through June 2025.

Considerations

In addition to extending our participation in the pilot program through June 2025, the East Bay operators (Tri-Delta Transit, County Connection, LAVTA, and WestCat) as well as BART are all recommending adjusting the fare discount available through the program from the current 20% to 50% effective in January 2024. The majority of Bay Area Transit agencies either were already at a 50% discount or are moving in that direction.

Riders using the Clipper START! card will receive a 50 percent discount on fares beginning January 2024. We view the program as an opportunity to assist eastern Contra Costa County residents who may be economically challenged and support continued participation.

Financial Impact

Despite extensive outreach about the program by MTC, utilization has been very low to date. MTC will continue to provide compensation to agencies participating in the program to fund part of the foregone revenue. Our current annual financial impact has been approximately \$600. Even with the increased discount and an increase in program utilization, we would not expect the annual financial impact to exceed \$5,000.

Requested Action

Adopt Resolution #230823D authorizing the extension of the Clipper START! Program, allowing ECCTA to participate in the program until June 2025 and adjust the current discount offering from 20% to 50% effective in January 2024.



TRI DELTA TRANSIT

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

RESOLUTION #230823D Clipper START! Extension

Resolution #230823D authorizes ECCTA to continue to participate in the Clipper START! program until June 2025 and adjust the offered discount from 20% to 50% effective in January 2024.

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code Section 66500 et seq.; and

WHEREAS, transit affordability has been highlighted as a regional issue in MTC's Coordinated Plan, Plan Bay Area and other plans; and

WHEREAS, MTC has established the regional framework for the Regional Means-Based Transit Fare Pilot Program to improve transit affordability and access to opportunity for eligible low-income residents; and

WHEREAS, MTC has adopted a regional framework for the program, with participating operators, funding guidelines, and program conditions, pursuant to MTC Resolution No. 4320, Revised, to guide implementation of the Clipper START! Pilot Program through June 2023 and is proposing to extend the pilot through June 2025; and

WHEREAS MTC will compensate transit agencies participating in the program; now, therefore, be it:

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #230823D authorizing the extension of the Clipper START! Program, allowing ECCTA to participate in the program until June 2025 and adjust the current discount offering from 20% to 50% effective in January 2024.



TRI DELTA TRANSIT

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

RESOLUTION #230823D Clipper START! Extension

Resolution #230823D authorizes ECCTA to continue to participate in the Clipper START! program until June 2025 and adjust the offered discount from 20% to 50% effective in January 2024.

PASSED AND ADOPTED this 23rd day of August 2023, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Lamar Thorpe, Chair

Rashidi Barnes, Chief Executive Officer

AYES: _____

NOES: _____

ABSENT: _____

ABSTENTIONS: _____