



TRI DELTA TRANSIT

Board of Directors Meeting Agenda

Wednesday, June 26, 2024

Meeting Time:
4:00 pm

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



BOARD OF DIRECTORS:

CITY OF ANTIOCH

Lamar Hernandez-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 June 26, 2024
Available Online: <https://trideltatransit.com/board.aspx>

1. **CALL TO ORDER** Chair Lamar Hernandez-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 Hernandez-Thorpe

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

(see attachment: tab #1)

- a. Minutes of the Board of Directors meeting of May 22, 2024
 - b. Financial Report
 - c. Marketing and Customer Service Activities Report
- Requested Action:** Approve items 5a, 5b, and 5c

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

(see attachment: tab #2)

7. **ACTION and DISCUSSION ITEMS**

- a. **ACTION ITEM:** Bus Shelter Purchase
(see attachment: tab #3)

Requested Action: Adopt Resolution #240626A, authorizing the CEO to enter into a contract with Tolar Manufacturer Company, Inc. for the purchase of two bus shelters to be installed at the Los Medanos College campus for \$100,666, which includes a 10% contingency.

Board of Directors Meeting Agenda

Wednesday June 26, 2024

Available Online: <https://trideltatransit.com/board.aspx>

- b. **DISCUSSION ITEM:** Comprehensive Operational Analysis Update

(see attachment: tab #4)

Requested Action: No action is needed at this time.

- c. **ACTION ITEM:** Proposed FY2024-2025 ECCTA Budget

(see attachment: tab #5)

Requested Action: Adopt resolution #240626C, approving the proposed FY2024-2025 ECCTA operating and capital budget.

- d. **ACTION ITEM:** FY2024-2025 ECCTA Board of Directors Election of Officers

(see attachment: tab #6)

Requested Action:

#1: Elect County representative Diane Burgis as Chair of the ECCTA Board of Directors for FY2024-2025.

#2: Elect City of Brentwood representative Tony Oerlemans to serve as Vice-Chair of the ECCTA Board of Directors for FY2024-2025.

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: July 24, 2024, at 4:00 p.m., 801 Wilbur Avenue, Antioch, CA 94509.

Board of Directors Meeting Agenda

Wednesday June 26, 2024

Available Online: <https://trideltatransit.com/board.aspx>

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 June 26, 2024

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

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

MINUTES

May 22, 2024

The Eastern Contra Costa Transit Authority (ECCTA) meeting was called to order in the ECCTA Board Room, 801 Wilbur Avenue, Antioch, California by Director Burgis at 4:01 P.M.

ROLL CALL / CALL TO ORDER

BOARD MEMBERS

PRESENT: Dionne Adams (Pittsburg); Joel Bryant (Brentwood); Diane Burgis (Contra Costa County); Merl Craft (Member-at-Large); Federal Glover (Contra Costa County);Shanelle Scales-Preston (Pittsburg);Shannon Shaw (Oakley);Monica Wilson (Antioch)

ABSENT: Lamar Hernandez-Thorpe (Antioch/ Chair); Tony Oerlemans (Brentwood); Anissa Williams (Oakley)

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

OTHERS

PRESENT: Myeisha Williams, TransDev Assistant General Manager
Ben Trejo , TransDev Safety Manager
Debra Steidle, Paratransit Coordinator
Lori Sprinkle, TransDev Office Manager
Katie Rogina, Makers Boulevard

PLEDGE OF ALLEGIANCE

Director Wilson led the Pledge of Allegiance.

PUBLIC COMMENT

No public comment

CHAIR'S REPORT

Director Burgis reported on the Mobility Conference that she attended, the knowledge gained, and the communication surrounding the trip.

CONSENT CALENDAR

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

- A. Minutes of the Board of Directors meeting of April 24, 2024
- B. Financial Report
- C. Marketing and Customer Service Activities Report

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

CHIEF EXECUTIVE OFFICER'S REPORT

- A. Operations Report

Chief Executive Officer Rashidi Barnes, gave an update on the Clipper 2 program. The Clipper 2 rollout is put on hold indefinitely, which delays incorporating electronic payment into our paratransit service. There has been no further discussion around this implementation. Mr. Barnes will keep the board updated on any changes.

Mr. Barnes reported on community events that ECCTA had participated in recently. Mr. Barnes informed the board that Jeanne Krieg will be honored at the WTS Award Gala by receiving the Katherine G. Johnson Trailblazer Award. Mr. Barnes also informed the board that the APTA Board Members and Board Administrators Seminar is occurring in July, and if interested, please reach out.

ACTION ITEM AND DISCUSSION ITEMS

- A. FY2023-24 Regional Measure 3 (RM3) Operating Program

The Manager of Planning and Grants, Agustin Diaz, presented and reviewed the Regional Measure 3 program. This program allows toll increases of three dollars phased over time. Mr. Diaz explained that

a lawsuit was filed which delayed the distribution of RM3 funds. The RM3 funds include \$526,491 in operating funds for ECCTA. An amended claim will be submitted to MTC for FY2023-24.

On motion by Director Glover seconded by Director Scales-Preston, ECCTA board members adopted Resolution #240522A, authorizing the Chief Executive Officer to file an amended FY2023-24 claim to the Metropolitan Transportation Commission requesting the allocation of FY2023-24 RM3 operating funds, which was carried by the following vote:

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

B. Regional Measure 3 (RM3) Capital Allocation Requests

Manager of Planning and Grants Agustin Diaz reminded the board that in February 2024, a resolution was adopted to authorize the submission of two capital allocation requests for RM3 funds. The previous project for these funds, the hydrogen fueling station, and hydrogen fuel cell buses, this project has not changed. An updated resolution is required to include additional information, including clauses required by the RM3 program.

On motion by Director Glover, seconded by Director Shaw, board members adopted Resolution #240522B authorizing the CEO to execute and submit capital allocation requests for RM3 funds, which was carried by the following vote:

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

C. Low Carbon Transit Operations Program (LCTOP) Corrective

Manager of Planning and Grants Agustin Diaz reviewed the Low Carbon Transit Operations Program (LCTOP). Mr. Diaz reviewed the program's background and the previously approved project allocation funds for the hydrogen fueling station. The timeline for this project is no longer feasible. To use the funds before they expire, they will be reallocated to Tri MyRide. The COA will evaluate and determine where additional service is needed most.

On motion by Director Glover, seconded by Director Wilson, adopted Resolution #240522C authorizing the execution of ECCTA's Corrective Action Plan and submittal of the allocation request for the FY2024 Low Carbon Transit Operations Program (LCTOP) allocation request cycle, which was carried by the following vote:

AYES: Adams, Bryant, Burgis, Craft, Glover, Scales-Preston, Shaw, Wilson
NOES: None

ABSTAIN: None
ABSENT: Hernandez- Thorpe, Oerlemans, Williams

D. Introduce Makers Boulevard outdoor market at the Oakley Mobility Hub

Manager of Marketing and Customer Service Leeann Lorono presented a successful event that has been held at Oakley Park and Ride, the ECCTA Shred It event. Ms. Lorono reviewed the current events that Makers Boulevard hosts, including the Brentwood Farmers Market. Ms. Lorono proposed that we continue to use Oakley Park and Ride for community events and add a community market on a quarterly basis in partnership with Makers Boulevard. Due to an inquiry from the board, Ms. Lorono reviewed a map provided with the spots that will be used for buses, continued public use, and the community market. There is hope in the future to expand this event to also include a farmers market.

Katie from Makers Boulevard spoke, expressing gratitude for the partnership and opportunity to bring this market to Oakley Park and Ride.

On motion by Director Craft, seconded by Director Scales-Preston authorizing staff to enter into a one-year agreement with The Makers Boulevard for a quarterly operation of a community market at the Oakley Mobility Hub, 4300 Main Street, which was carried by the following vote:

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

E. Advocacy Activities Update

Chief Executive Officer Rashidi Barnes reviewed SB1031 and presented the Politico Group's Activities report. Mr. Barnes updated key dates and the current timeline for this bill going forward. The commission will hold a meeting in June to decide whether or not to continue to support SB1031.

Director Glover commented on this bill and some of the concerns and stated that there are many continued conversations. Director Burgis inquired about any significant changes and the next steps going forward. Mr. Barnes stated that there is nothing significant to report on at this time.

BOARD OF DIRECTORS COMMENT

The following Board of Directors commented:

Director Bryant
Director Scales-Preston
Director Glover
Director Craft

Director Wilson
Director Shaw
Director Burgis

ADJOURNMENT

The meeting of the Eastern Contra Costa Transit Authority adjourned at 4:45 p.m. until June 26, 2024, at 4:00 p.m. 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 May 31, 2024
(unaudited)

	FY 24 YTD Actual			FY24 Adopted Budget			YTD % of FY 24 Budget		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
<u>OPERATING REVENUES</u>									
Passenger Fares	\$ 1,670,144	\$ 1,114,228	\$ 555,916	\$ 1,813,298	\$ 984,639	\$ 828,659	92%	113%	67%
Other Income	\$ 478,505	\$ 142,500	\$ 336,005	\$ 490,741	\$ 190,000	\$ 300,741	98%	75%	112%
<i>Total Operating Revenues:</i>	\$ 2,148,649	\$ 1,256,728	\$ 891,921	\$ 2,304,039	\$ 1,174,639	\$ 1,129,400	93%	107%	79%
<u>NON-OPERATING REVENUES</u>									
Federal Funds	\$ 1,614,375	\$ -	\$ 1,614,375	\$ 1,712,109	\$ -	\$ 1,712,109	94%		94%
State Funds	\$ 19,695,387	\$ 16,933,740	\$ 2,761,647	\$ 25,968,665	\$ 20,589,362	\$ 5,379,303	76%	82%	51%
Local Funds	\$ 2,378,844	\$ 951,012	\$ 1,427,832	\$ 2,755,287	\$ 1,195,596	\$ 1,559,691	86%	80%	92%
Inter-Operator Agreements (Bart Feeder)	\$ 2,532,085	\$ 2,532,085	\$ -	\$ 2,532,085	\$ 2,532,085	\$ -	100%	100%	n/a
Interest & Other Misc Income	\$ 111,876	\$ 74,962	\$ 36,914	\$ 60,000	\$ 50,000	\$ 10,000	186%	150%	369%
<i>Total Non-operating Revenues:</i>	\$ 26,332,567	\$ 20,491,799	\$ 5,840,768	\$ 33,028,146	\$ 24,367,043	\$ 8,661,103	80%	84%	67%
Total Revenues:	\$ 28,481,216	\$ 21,748,527	\$ 6,732,689	\$ 35,332,185	\$ 25,541,682	\$ 9,790,503			
<u>OPERATING EXPENSES</u>									
Purchased Transportation	\$ 18,763,325	\$ 12,057,655	\$ 6,705,670	\$ 20,459,235	\$ 13,145,945	\$ 7,313,290	92%	92%	92%
Materials and Supplies	\$ 4,281,852	\$ 3,382,996	\$ 898,856	\$ 5,338,844	\$ 4,296,981	\$ 1,041,863	80%	79%	86%
Salaries & Benefits	\$ 5,209,436	\$ 4,494,963	\$ 714,473	\$ 6,386,332	\$ 5,619,980	\$ 766,352	82%	80%	93%
Services	\$ 1,209,713	\$ 914,209	\$ 295,504	\$ 1,230,818	\$ 899,350	\$ 331,468	98%	102%	89%
Casualty and liability insurance	\$ 995,231	\$ 821,813	\$ 173,418	\$ 1,154,991	\$ 927,097	\$ 227,894	86%	89%	76%
Utilities	\$ 290,858	\$ 243,852	\$ 47,006	\$ 282,334	\$ 240,787	\$ 41,547	103%	101%	113%
Other (Dues, Travel, Taxes, and Other)	\$ 340,046	\$ 273,435	\$ 66,611	\$ 479,631	\$ 411,542	\$ 68,089	71%	66%	98%
Total Operating Expenses:	\$ 31,090,461	\$ 22,188,923	\$ 8,901,538	\$ 35,332,185	\$ 25,541,682	\$ 9,790,503	88%	87%	91%
EXCESS REV/(EXP)	\$ (2,609,245)	\$ (440,396)	\$ (2,168,849)	n/a	n/a	n/a			

Staff Report to ECCTA Board of Directors

Meeting Date: June 26, 2024
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>June Marketing Campaign</p> <p>Summer Youth Pass sales are going strong thanks to everyone spreading the word, on-bus and other advertising, booth events, and 511 Contra Costa advertising.</p> <p>Tri Delta Transit has almost sold out our original allotment and have picked up more. Passes are still a huge savings until end of July.</p>
	<p>Out & About</p> <p>Tri Delta Transit attended the following outreach events:</p> <ul style="list-style-type: none"> • Marsh Elementary Resource Fair, May 30th • Pittsburg Green Footprint Festival, June 6th • Brentwood Library Exploration Station, June 12th • Brentwood Makers Boulevard, June 15th <p>It was very fun to meet bus enthusiasts, educate about electric battery buses, and hand out information regarding programs like the Summer Youth Pass.</p>

2023 All-in-One Festival Picture



Upcoming Fun

- **All-in-One Community Resource Fair**, Bay Point, June 22nd
- **Summerfest**, Oakley, June 29th.

Revitalize
TRI DELTA TRANSIT

Do you live or work in East County?
WE NEED YOUR INPUT
on how to improve Tri Delta Transit service in your community!

Take a short survey today!
Visit bit.ly/4bZMLYP
Thank you.



Revitalize Tri Delta Transit

Work for the Comprehensive Operations Analysis (COA) has begun. Marketing and the consultants are hitting the streets to encourage riders and the public to take our survey.

Fliers with the QR code for the survey are to be handed out at the following outreach events:

- The Makers Boulevard, June 15th, Brentwood
- All-in-One Community Resource Fair, June 22nd, Bay Point
- Antioch BART station, June 19th
- Kaiser Antioch Farmers Market, June 27th
- Oakley Summerfest, June 29th

Pittsburg locations are being slated for early July.

Ongoing Projects:

Transit Takes You Places

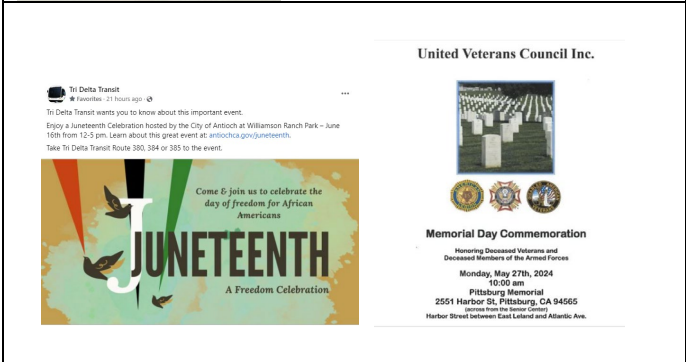
Riders are encouraged to take public transportation to get to and from events safely. Tri Delta Transit takes you to most major points of interest in eastern Contra Costa County like these:

- Dale Vino Waterfront Wine Bar
- E.J. Phair Comedy Nights
- The Green Footprint Festival
- Brentwood Community Chorus



Transit Takes You Places Continued

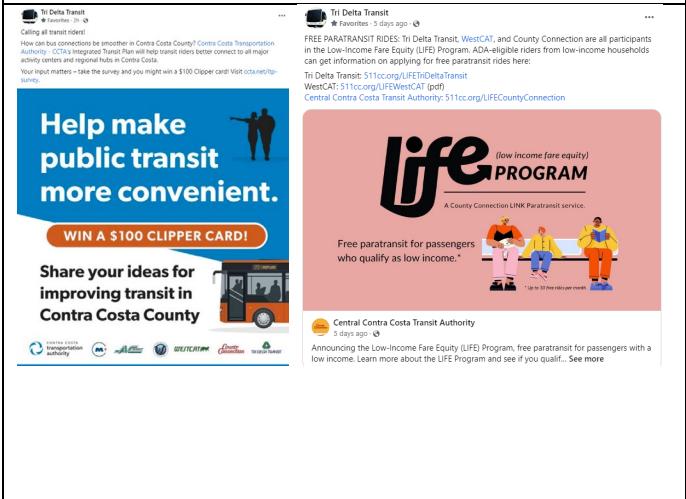
If you have an event that a Tri Delta Transit route goes near or to, send it to comments@eccta.org, and we will let riders know.



Honoring & Celebrations

Tri Delta Transit honored Memorial Day and Juneteenth with posts dedicated to the days and posts directing people to the events throughout our service area.

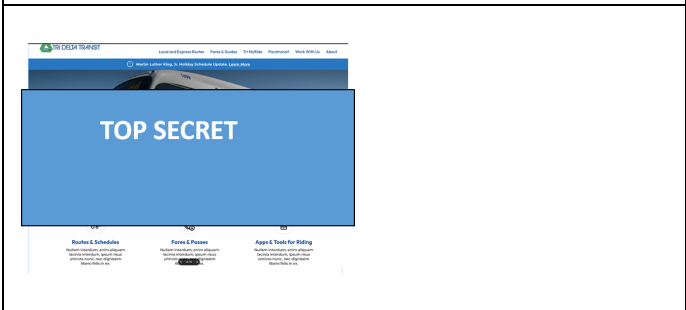
Hope you were able to see the posts and enjoy them.



Collaboration

Transit is about transportation and community and nothing is more about those two things than the Bay Area. Tri Delta Transit shared or posted about these important projects.

- CCTA's Integrated Transit Plan Survey regarding transportation in the whole county.
- Low Income Fare Equity Program – ADA paratransit ticket program for WestCAT, County Connection and Tri Delta Transit.



Website Reimagined

Exciting news. The bugs are being worked out in the usability and pages are being completed with graphics and information. We're close now with the completion target of July/August. We can't wait to show you.

SOCIAL MEDIA ANALYTICS

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

MAIN ACCOUNTS	MONTHS			
Followers	FEBRUARY 2024	APRIL 2024	MAY 2024	JUNE 2024
Facebook	1.3k	1.3k	1.3k	1.3k
Instagram	994	1,016	1,029	1,035
X (Twitter)	1,054	1,054	1,054	1,054
LinkedIn	545	555	571	578

ALERT ACCOUNTS	MONTHS			
Followers	FEBRUARY 2024	APRIL 2024	MAY 2024	JUNE 2024
Facebook	53	56	56	56
Instagram	78	81	77	77
X (Twitter)	22	21	23	24

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
June 26, 2024*

TAB 2

Agenda Item #6
ACTION ITEM: CEO Report

Board of Directors Meeting

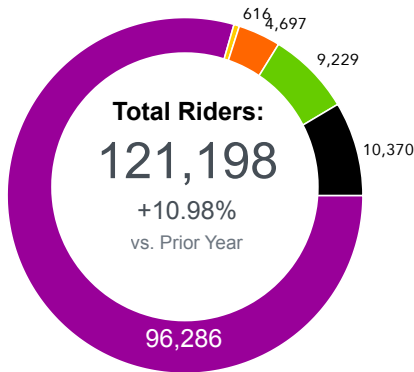
Wednesday June 26, 2024

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509



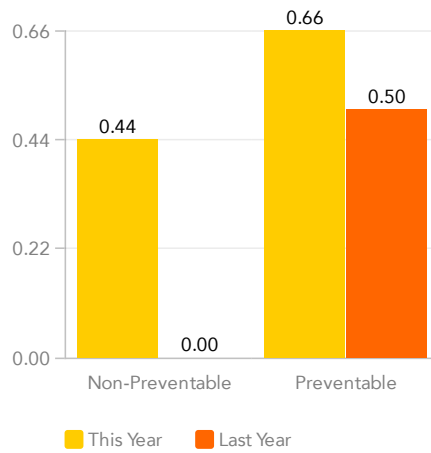
Performance Summary

Ridership

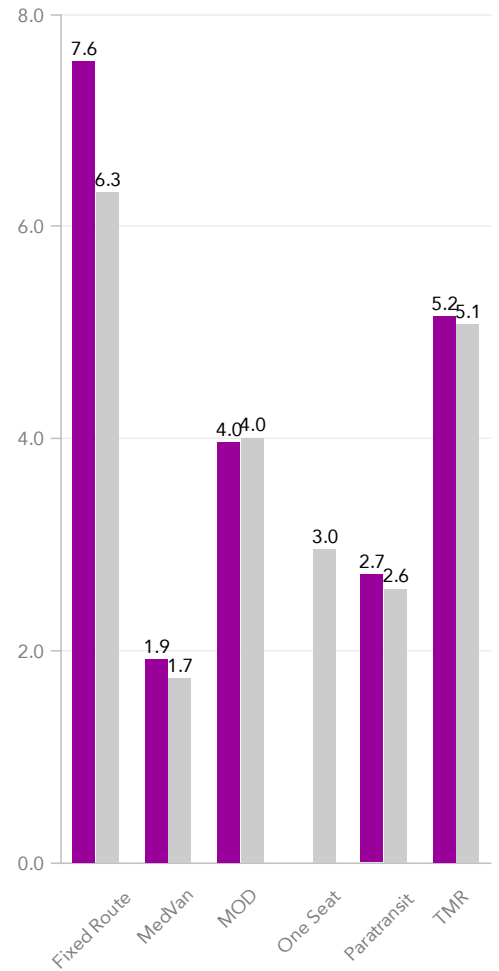


- Fixed Route
- MedVan
- MOD
- Paratransit
- TMR

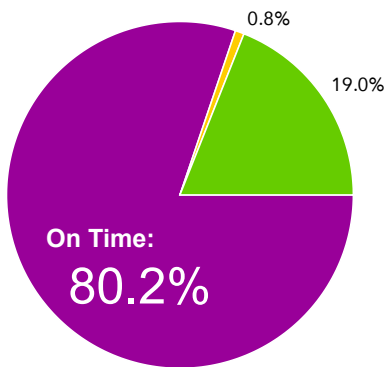
Accidents / 100K Miles



Passengers Per Revenue Hour

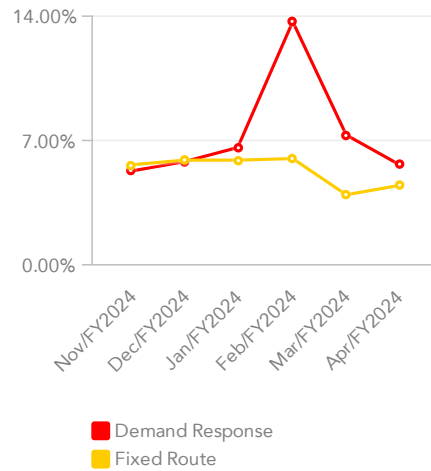


On Time Performance



- On Time
- Early
- Late

Cost Recovery Ratio



- Demand Response
- Fixed Route

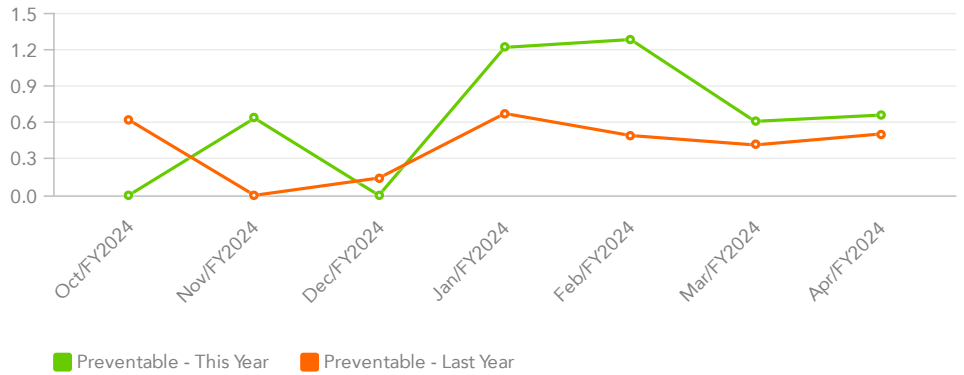
- This Year
- Last Year

Preventable Accident Report

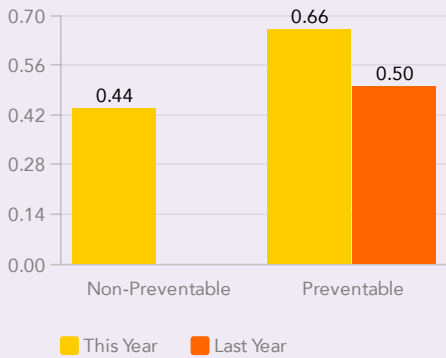
	Accidents	Per 100,000 Miles
Nov/FY2024	2	0.64
Jan/FY2024	4	1.22
Feb/FY2024	4	1.28
Mar/FY2024	2	0.61
Apr/FY2024	3	0.66
YTD 2023	4	0.50
YTD 2024	3	0.66
YTD Change	-1	32.00%

Preventable Accidents Per 100,000 Miles

Last Six Months - System Wide

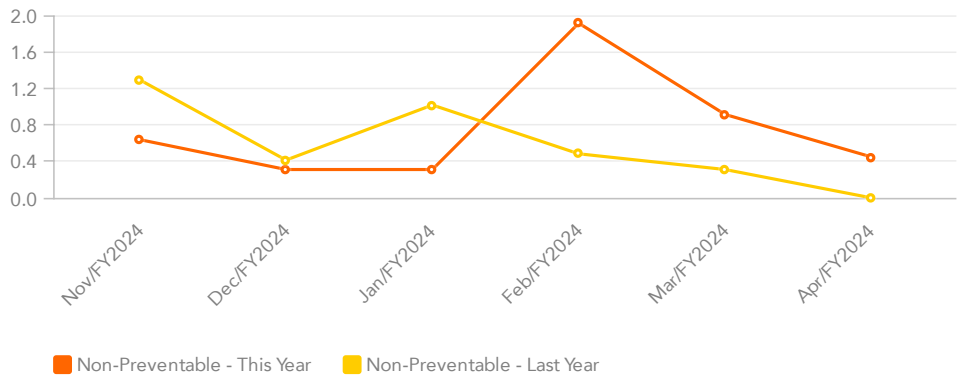


Year-over-Year - System Wide Accidents Per 100,000 Miles

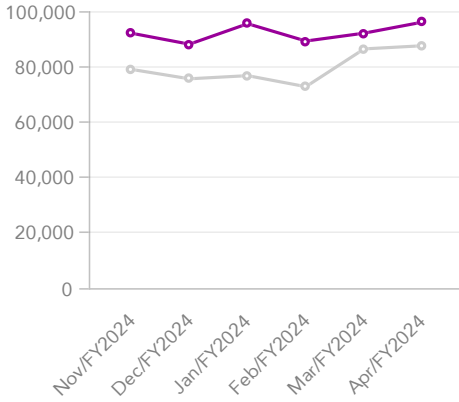


Non-Preventable Accidents Per 100,000 Miles

Last Six Months - System Wide

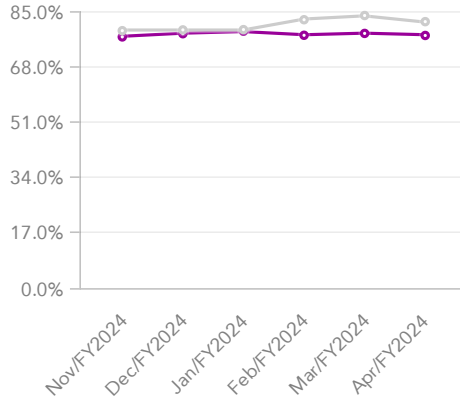


Total Ridership



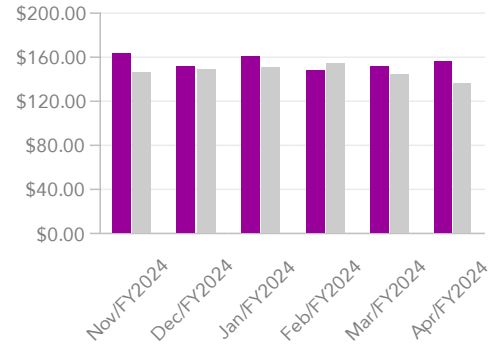
■ This Year ■ Last Year

On Time Performance



■ This Year ■ Last Year

Operating Cost Per Revenue Hour

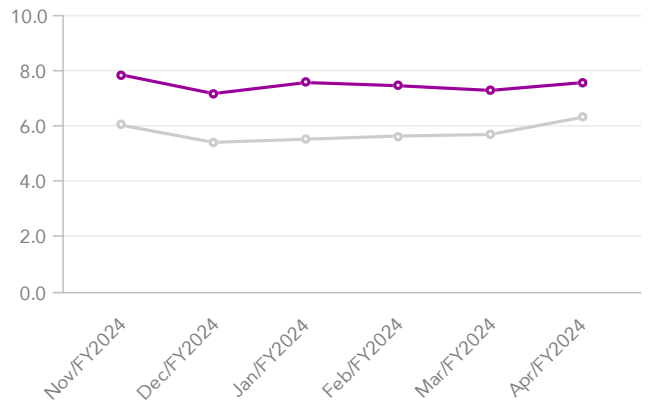


■ This Year ■ Last Year

Year-over-Year Report - Fixed Route

	Metric	This Year	Prior Year	% Change
Customer Service	% of Trips On Time	77.53	81.77	-5.2%
	Average Miles Between Roadcalls	22,919.10	197,350.50	-88.4%
	Complaints Per 100k Riders	24.93	30.86	-19.2%
	Ridership Per Rev. Hour	7.55	6.32	+19.5%
Financial	Operating Costs Per Rev. Hour	156.33	135.63	+15.3%
Ridership	Ridership	96,286.00	87,480.00	+10.1%

Passengers Per Revenue Hour



■ This Year ■ Last Year

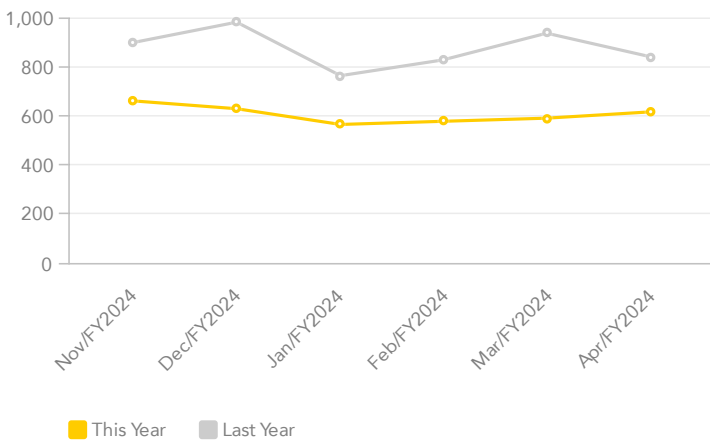
MedVan, Paratransit, and MOD Performance

Year-over-Year Report

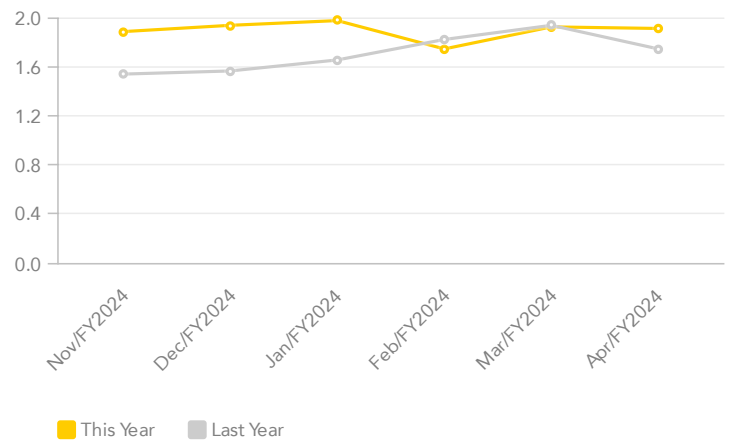
MedVan

	Metric	This Year	Prior Year	% Change
Customer	% of Trips On Time	94.83	96.60	-1.8%
Service	Complaints Per 100k Riders	0.00	119.47	-100.0%
	Ridership Per Rev. Hour	1.91	1.74	+9.8%
Financial	Operating Costs Per Rev. Hour	120.07	113.47	+5.8%
Ridership	Ridership	616.00	837.00	-26.4%

Total Ridership



Passengers Per Revenue Hour

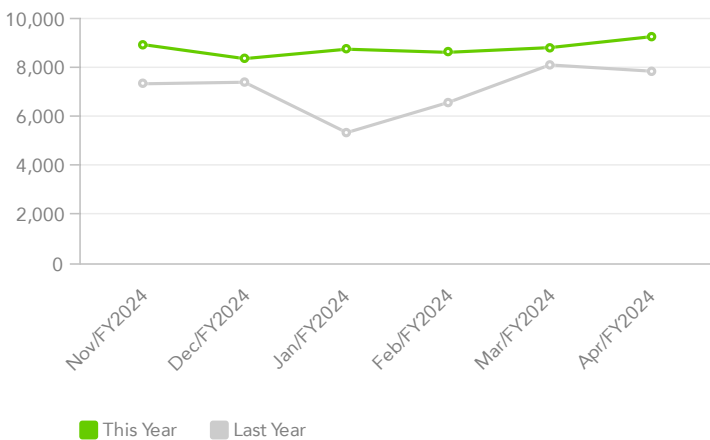


Year-over-Year Report

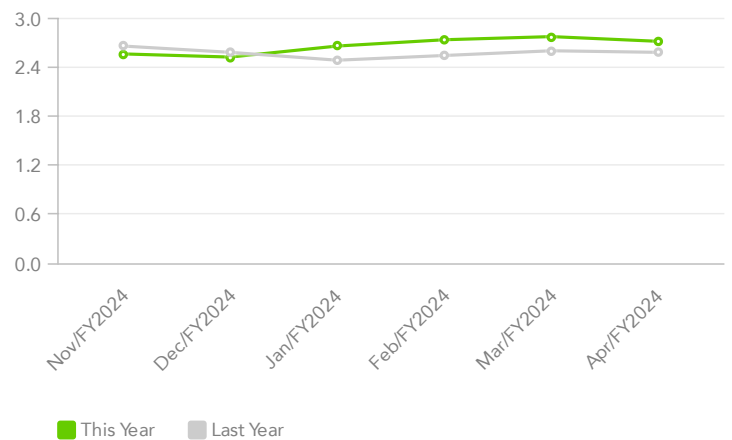
Paratransit

	Metric	This Year	Prior Year	% Change
Customer	% of Trips On Time	89.98	90.44	-0.5%
Service	Complaints Per 100k Riders	162.53	89.55	+81.5%
	Ridership Per Rev. Hour	2.71	2.58	+5.0%
Financial	Operating Costs Per Rev. Hour	132.63	131.81	+0.6%
Ridership	Ridership	9,229.00	7,817.00	+18.1%

Total Ridership



Passengers Per Revenue Hour

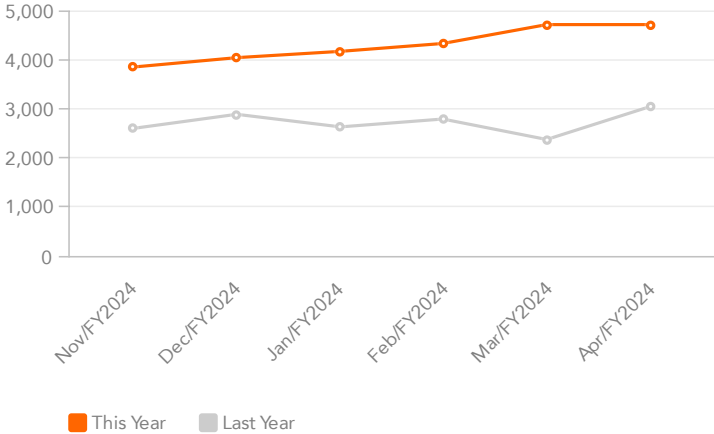


Year-over-Year Report

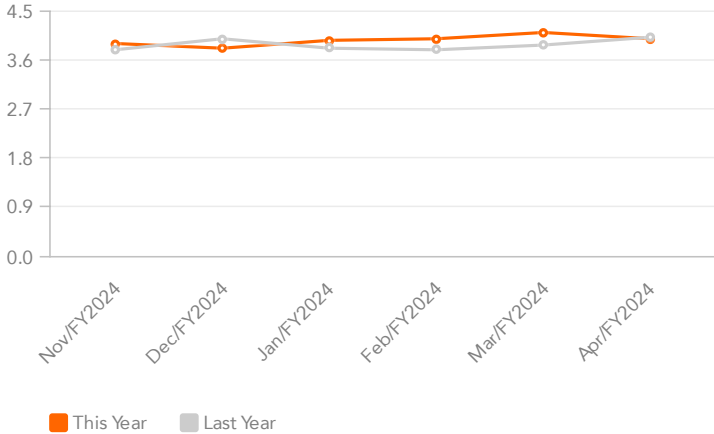
MOD

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	0.00	0.00	
Service	Ridership Per Rev. Hour	3.97	4.01	-1.0%
Financial	Operating Costs Per Rev. Hour	81.13	91.42	-11.3%
Ridership	Ridership	4,697.00	3,043.00	+54.4%

Total Ridership



Passengers Per Revenue Hour

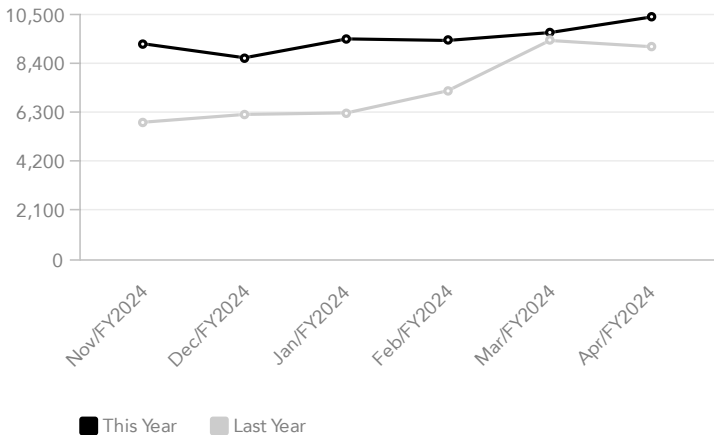


Year-over-Year Report

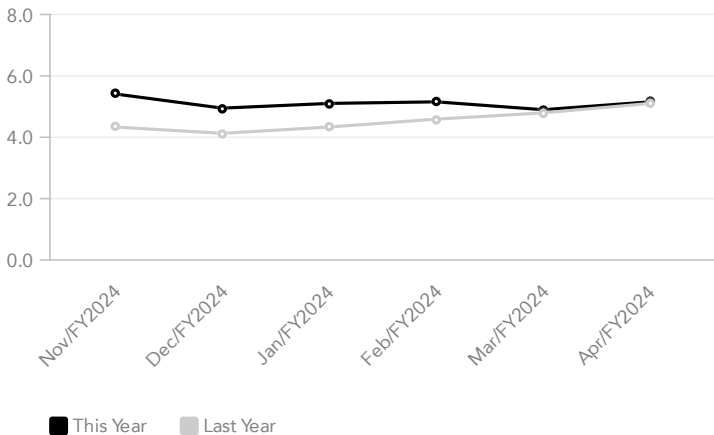
TMR

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	86.79	21.99	+294.7%
Service	Ridership Per Rev. Hour	5.15	5.08	+1.4%
Financial	Operating Costs Per Rev. Hour	117.96	112.93	+4.5%
Ridership	Ridership	10,370.00	9,094.00	+14.0%

Total Ridership



Passengers Per Revenue Hour



TAB 3

Agenda Item #7a
ACTION ITEM: Bus
Shelter Purchase

Board of Directors Meeting

Wednesday June 26, 2024

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: June 26, 2024

Agenda Item: Bus Shelter Purchase – Agenda Item #7a

Lead Staff: Joe Chappelle, Manager of Administrative Services

Approved: Rashidi Barnes, Chief Executive Officer



Background

In November 2023, then-Manager of Planning and Grants, Uriel Diaz submitted a grant proposal to the Clean California Local Grant Program through the California Department of Transportation. The purpose of this grant is to help local communities beautify and improve local streets and roads, tribal lands, parks, pathways, and transit centers by reducing the amount of waste and debris within transit centers and other public spaces; enhancing, rehabilitating, restoring, or installing measures to beautify and improve public spaces; enhancing public health, and community placemaking by improving public spaces for walking and recreation; and advancing equity for underserved communities. Our proposal was to apply this grant money to two of our current bus stops at the Los Medanos College campus in Pittsburg. The proposal was approved, and ECCTA was awarded \$210,000, with the condition that the money would be fully spent by December 31, 2024.

The first step in this process is to purchase the shelters from a CalACT-MBTA joint procurement cooperative contract. The successful bidder for the shelters on this contract is Tolar Manufacturing Company, Inc. The bid meets all the requirements of all applicable State of California solicitation and bid award requirements and follows ECCTA's procurement policy.

Discussion

Once the bus shelters are purchased, ECCTA will be working in collaboration with Los Medanos College staff and ECCTA's A&E firm, Stantec, in publishing a formal procurement solicitation for the installation of the bus shelters at the Los Medanos Campus. This work will involve some minor construction work and requires various permitting and other approvals.

Financial Impact

Shelter Cost: \$91,514.64

Requested Action

Adopt Resolution #240626A, authorizing the CEO to enter into a contract with Tolar Manufacturer Company, Inc. for the purchase of two bus shelters to be installed at the Los Medanos College campus for \$100,666, which includes a 10% contingency.



TRI DELTA TRANSIT

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

RESOLUTION #240626A **Authorization for Award of Contract for** **Bus Shelter Purchase**

Resolution #240626A authorizes the CEO to enter into a contract for the purchase of two bus shelters to be installed at the Los Medanos College campus.

WHEREAS, Eastern Contra Costa Transit Authority (ECCTA) was awarded a \$210,000 grant as part of the Clean California Local Grant Program through the California Department of Transportation; and

WHEREAS, the grant project calls for upgrades to be made to two ECCTA bus stops at Los Medanos College; and

WHEREAS, Tolar Manufacturer Company, Inc. was awarded a contract through the CalACT-MBTA Purchasing Cooperative and

WHEREAS, this was a competitively bid contract and complies with the State of California's applicable requirements.;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #240626A authorizing the CEO to enter into a contract for the purchase of two bus shelters for later installation at the Los Medanos College campus with Tolar Manufacturing Company, Inc. for \$100,666 which includes a 10% contingency.

PASSED AND ADOPTED THIS 26th day of June 2024, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Lamar Hernandez-Thorpe, Chair

Rashidi Barnes, Chief Executive Officer

AYES: _____

NOES: _____

ABSENT: _____

ABSTENTIONS: _____

TAB 4

Agenda Item #7b

DISCUSSION ITEM: Comprehensive Operational Analysis
Update

Board of Directors Meeting

Wednesday June 26, 2024

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: June 26, 2024

Agenda Item: Comprehensive Operational Analysis Update – Agenda Item #7b

Lead Staff: Toan Tran, Chief Operating Officer

Approved: Rashidi Barnes, Chief Executive Officer



Background

In February 2024 a contract was awarded to Nelson\Nygaard Consulting Associates, Inc. to conduct a Comprehensive Operational Analysis (COA) of ECCTA's overall transit system. The primary purpose of the COA is to address the significant decline in ridership that has not recovered post-COVID despite restoring service to pre-pandemic levels. The scope of work for the COA covers planning, scheduling, outreach, development of various service scenarios, and implementation support of a newly redesigned public transportation mobility network in response to the ever-changing landscape and travel patterns in eastern Contra Costa County.

A kick-off meeting took place on April 18, 2024, with ECCTA staff and the Nelson\Nygaard project management team. The COA will be conducted over a 16-month period, and the recommended service plan for the system redesign will be implemented in the Summer/Fall of 2025.

Discussion

The project management team from Nelson\Nygaard will be at the June board meeting to provide an overview and update of the project.

Requested Action

No action is needed at this time.

TAB 5

Agenda Item #7c

ACTION ITEM: Proposed FY2024-2025 ECCTA Budget

Board of Directors Meeting

Wednesday June 26, 2024

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: June 26, 2024

Agenda Item: Proposed FY2024-2025 ECCTA Budget – Agenda Item #7c

Lead Staff: Angeline Loeffler, Chief Financial Officer
Toan Tran, Chief Operating Officer
Agustin Diaz, Manager of Planning and Grants

Approved: Rashidi Barnes, Chief Executive Officer



Background

The proposed Fiscal Year (FY)2024-2025 budget includes an operating and capital budget. The general sources of Revenue and Expenses are listed below:

Operating Revenue - Operating revenues are divided into the following categories:

1. Non-Fund Operating (fares, advertising sales, BART Paratransit Reimbursement)
2. Federal Operating Assistance
3. Transportation Development Act (TDA) and State Transit Assistance (STA) funds
4. BART Feeder Bus
5. Regional Measure 2 and 3 (Bridge Toll Revenues)
6. Measure J (County ½ Cent Transportation Sales Tax)

Operating Expenses - Operating expenses are divided into the following categories:

1. Purchased Transportation (Transdev operations contract and Mobility On Demand)
2. Materials and Supplies (fuel, tires, and other materials and supplies)
3. Salaries and Benefits
4. Services (professional and technical service, temporary help, and contract maintenance service)
5. Casualty and Liability

6. Utilities
7. Miscellaneous (dues, subscriptions, travel/meetings, taxes and advertising)

Discussion

The proposed, balanced, and fully funded FY2024-2025 operating and capital budget was developed using projected service levels, revenue sources, and planned projects.

Eastern Contra Costa Transit Authority (ECCTA)'s FY2024-2025 proposal includes \$35.5 million in operational expenses for services provided, with revenues to offset these costs. Additionally, \$11.5 million in proposed capital project expenditures is included in the proposed budget. Due to the plan reduction in fixed route services, fixed route operating expenses are decreased by 6% compared to FY2023-2024.

Operating Budget

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

Revenue

- The Metropolitan Transportation Commission (MTC) issued their annual estimate and proposed apportionment and distribution of funds. Additionally, the Contra Costa Transportation Authority (CCTA) apportioned STA County Block Grant and Measure J operating funds for FY2024-2025. Those revenue estimates were used as a guide to creating the proposed budget for FY2024-2025 operating and capital projects.
- The estimated surplus funds of \$1.9 million from FY2023-2024 are carried over and included in FY2024-2025 revenue estimation.
- The current fiscal year-to-date average fare per passenger was used to calculate fare revenue (\$1.00 for fixed-route, \$2.00 for demand response, and \$25.00 for MedVan).
- Federal operating revenues include our regular apportionment of ADA operating assistance and also include additional general operating assistance from Federal Formula Funds.
- One-time State and Local subsidy funding of \$1.1 million has been approved and included in the revenue estimation in an effort to offset the proposed expenses. An additional \$500,000 of State funds is currently pending approval in Fall 2024.
- ECCTA is utilizing \$209,135 of reserve funds to cover the shortfall of proposed budgeted expenses.

Expenses

ECCTA's budgeted expenses are based on the estimated current FY actual expenses with the following adjustments:

- Purchased Transportation—Beginning July 1, 2024, the operations contract will have a 2.5% increase in the fixed annual cost and the variable cost. The variable cost will increase from \$61.61 to \$63.15 per service hour.
- Materials and Supplies—The cost of fuel, tires, and parts has significantly increased. To offset some of these rising costs, fixed route services are being reduced.
- Salaries and Benefits—Staffing levels remain the same as the previous year, and ECCTA will look to fill any vacant position in FY2024-2025. No Cost-of-Living Adjustment (COLA) for employees has been included in the proposed budget.
- Services - 7% increase due to rising cost of service fees compared to the current fiscal year-to-date costs.
- Casualty and Liability—Transdev casualty and liability costs are reallocated to purchased transportation expenses. Only non-transportation costs are included in this expense category, and costs were slightly reduced from the previous year.
- Utilities - 5% increase compared to the current fiscal-year-to-date costs.
- Miscellaneous - 2% decrease compared to the current fiscal year-to-date costs.

The proposed operating budget is \$35,467,291.

Capital Budget

The FY2024-2025 capital budget includes the installation of the Hydrogen Fuel Station and the purchase of 10 Paratransit Cutaway Buses. ECCTA will utilize federal funding for both projects, matched with TDA and RM3 funds.

Project	TDA Share	Other Funds	Other Source	Total Cost
Hydrogen Fueling Station	\$ -	\$ 10,000,000	FTA 5307/5339, RM3	\$ 10,000,000
10 Paratransit Cutaway Buses	\$ 327,000	\$ 1,251,658	FTA 5307/5339	\$ 1,578,658
Total	\$ 327,000	\$ 11,251,658		\$ 11,578,658

Note: TDA share of \$327,000 for Paratransit Cutaway Buses includes \$55,000 of TDA capital funds previously allocated to ECCTA.

Financial Impact

Adoption of the proposed FY2024-2025 operating and capital budget as presented will result in a total expenditure authority of \$47,045,949.

Requested Action

Staff requests that adopt Resolution #240626C approving the proposed FY2024-2025 ECCTA operating and capital budget.

Attachment:

Attachment 1: FY2024-2025 Proposed Budget Summary Sheet



TRI DELTA TRANSIT

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

RESOLUTION #240626C **Approval of the Fiscal Year 2024-2025 Operating and Capital Budget**

WHEREAS, the County of Contra Costa and the cities of Antioch, Brentwood, Oakley and Pittsburg (hereinafter “Member Jurisdictions”) have formed the Eastern Contra Costa Transit Authority (“ECCTA”), a joint powers authority created under California Government Code Section 6500 et seq., for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions; and

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

WHEREAS, the Chief Executive Officer or their designee have prepared and presented to the Board of Directors a proposed final Operating Budget for Fiscal Year 2024-2025 in the amount of \$35,467,291 which sets forth the projected revenues and expenses associated with ECCTA’s operating and maintenance program; and

WHEREAS, the Chief Executive Officer or their designee have prepared and presented a proposed final Capital Budget for Fiscal Year 2024-2025 in the amount of \$11,578,658

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Eastern Contra Costa Transit Authority adopts the Operating and Capital budget for Fiscal Year 2024-2025, a copy of which is attached and incorporated by this reference; and

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

PASSED AND ADOPTED THIS 26th day of June 2024, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Lamar Hernandez-Thorpe, Chair

Rashidi Barnes, Chief Executive Officer

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



Tri Delta Transit

Fiscal Year 2024-25 Proposed Budget

Updated: 6/17/24

Revenues	2022 Annual Actual	2023 Annual Actual	2024 Approved Budget	2024 Estimate Actual	2025 Proposed Budget	VARIANCE Actual to Approved	
						\$	%
Federal Funds	3,552,316	4,552,728	1,712,109	1,712,109	2,089,582	377,473	22%
State Funds	16,486,235	21,252,375	25,968,665	25,968,665	24,479,003	(1,489,662)	-6%
Local Funds	2,086,300	2,643,214	2,755,287	3,221,631	3,458,140	236,509	7%
BART Feeder Fund	2,899,892	2,387,642	2,532,085	2,532,085	2,665,851	133,766	5%
Passenger Fares	1,380,883	1,654,376	1,813,298	1,763,395	1,986,465	223,070	13%
Advertising Revenue	416	180,105	190,000	142,500	120,000	(22,500)	-16%
Interest & Other	196,839	305,126	360,741	485,412	668,250	182,838	38%
Total Operating Revenues	26,602,882	32,975,565	35,332,185	35,825,797	35,467,291	135,106	0%
Expenses	2022 Actual Annual	2023 Actual Annual	2024 Approved Budget	2024 Actual Estimate	2025 Proposed Budget	VARIANCE Proposed to Approved	
						\$	%
Purchased Transportation	15,163,485	19,503,544	20,459,235	20,430,033	21,187,290	757,257	4%
Materials and Supplies	4,119,678	4,958,303	5,338,844	4,678,323	5,294,307	615,984	13%
Salaries and Benefits	5,086,724	5,966,193	6,386,332	5,652,002	6,408,589	756,587	13%
Services	1,054,477	1,233,107	1,230,818	1,280,830	1,372,102	91,272	7%
Insurance	613,467	619,804	1,154,991	1,137,800	478,493	(659,308)	-58%
Utilities	199,566	249,979	282,334	319,231	333,846	14,615	5%
Dues, Travel, and Other	365,485	444,635	479,631	383,781	392,665	8,884	2%
Total Operating Expenses	26,602,882	32,975,565	35,332,185	33,882,001	35,467,291	1,585,290	4%
Variance (Revenue - Expenses)	-	-	-	1,943,796	-		
Operating Statistics	2022 Actual Annual	2023 Actual Annual	2024 Approved Budget	2024 Actual Estimate	2025 Proposed Budget	VARIANCE Proposed to Approved	
						\$	%
Boardings	998,970	1,176,951	1,245,037	1,372,459	1,378,288	133,251	11%
Revenue Vehicle Hours (RVH)	192,743	232,728	248,554	230,093	220,285	(28,269)	-11%

TAB 6

Agenda Item #7d

ACTION ITEM:FY2024-2025 ECCTA
Board of Directors Election of Officers

Board of Directors Meeting

Wednesday June 26, 2024

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: June 26, 2024

Agenda Item: FY2024-2025 ECCTA Board of Directors Election of Officers – Agenda Item #7d

Lead Staff: Rashidi Barnes, Chief Executive Officer

Approved: Rashidi Barnes, Chief Executive Officer

Background

The first amendment to the Restated Joint Exercise of Powers Agreement establishing the Eastern Contra Costa Transit Authority, dated May 21st, 2000, and approved by all members of the JPA, addresses the rotation of officers of the Board of Directors. The designated rotation is:

	Chair	Vice-chair
2022-2023	Oakley	Antioch
2023-2024	Antioch	County
2024-2025	County	Brentwood
2025-2026	Brentwood	Pittsburg
2026-2027	Pittsburg	Oakley

Discussion

Currently, County representative Supervisor Diane Burgis of the ECCTA Board of Directors will presumably assume the role of chair when officially elected by the entire Board of Directors.

The City of Brentwood representatives (Mayor Bryant and Council Member Oerlemans) have agreed that Director Oerlemans will assume the vice-chair position for FY2024-2025 when officially elected by the entire Board of Directors.

Agenda Item #7d
Eastern Contra Costa Transit Authority
Board of Directors Meeting
June 26, 2024

Financial Impact

None

Requested Action

#1: Elect County representative Diane Burgis as Chair of the ECCTA Board of Directors for FY2024-2025.

#2: Elect City of Brentwood representative Tony Oerlemans to serve as Vice-Chair of the ECCTA Board of Directors for FY2024-2025.