



TRI DELTA TRANSIT

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

Board of Directors Meeting Agenda

Wednesday April 26, 2017

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: www.trideltatransit.com

Please see the last page of this agenda for:

- Public comment guidelines
- Agenda, staff report, and document availability
- Americans with Disabilities Act information
- Anticipated action by the Board of Directors

1. **Call to Order:** Chair Doug Hardcastle

a. Roll Call

2. Pledge of Allegiance

3. Public Comment

While public comments are encouraged and taken very seriously, State law prevents the Board of Directors from discussing items that are not on the meeting agenda. If appropriate, staff will follow up on public comments. Please see Public Comment Guidelines on Page 3 of this agenda.

4. **Chair's Report:** Chair Doug Hardcastle

5. **Consent Calendar (ACTION ITEM):** Minutes, Financial Report, and Marketing Activities Report (*see attachment: tab #1*)

- Minutes of the Board of Directors meeting of March 22, 2017
- Financial Report
- Marketing Activities Report

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

6. **CEO's Report:** Jeanne Krieg

- Operations Report** (*see attachment: tab #2*)

Board of Directors:

City of Antioch

Mary Rocha**
Monica Wilson

City of Brentwood

Barbara Guise
Robert Taylor

City of Oakley

Doug Hardcastle*
Kevin Romick

City of Pittsburg

Merl Craft
Pete Longmire

Contra Costa County

Diane Burgis
Federal Glover

Member-at-Large

Ken Gray

* Chair: FY 2016-17

** Vice-chair: FY 2016-17

**Board of Directors Meeting Agenda
Wednesday April 26, 2017**

7. ACTION AND DISCUSSION ITEMS

- a. ACTION ITEM:** Proposed FY 2017-18 Budget
(see attachment: tab #3)

Requested Action: Approve the proposed FY 2017-18 budget.

- b. ACTION ITEM:** Authorization to file claims
(see attachment: tab #4)

Requested Action: Adopt Resolutions #170426a and #170426b which authorize the Chief Executive Officer or her designee to file an application with the Metropolitan Transportation Commission for the FY18 allocation of Transportation Development Act, State Transit Assistance funds, and Regional Measure 2 (RM2) funds.

- c. ACTION ITEM:** Subsidized Fare Project
(see attachment: tab #5)

Requested Action: Approve the subsidized fare concept for a two year demonstration project to be funded with an \$817,297 TPI grant from MTC supplemented with the required 20% local match from the general operating funds resulting in a \$1,021,621 budget for this project.

- d. ACTION ITEM:** Letter of Support – Brentwood Transit Center and Mokelumne Trail Project
(see attachment: tab #6)

Requested Action: Authorize Chair Doug Hardcastle to sign a letter of support on behalf of the ECCTA Board of Directors

- e. ACTION ITEM:** Pittsburg Seafood Festival Shuttle
(see attachment: tab #7)

Requested Action: Provide direction to staff regarding the operation of a shuttle to the 2017 Pittsburg Seafood Festival.

- f. DISCUSSION ITEM:** May 2017 Board Meeting
(see attachment: tab #7)

Requested Action: Affirm Chair Doug Hardcastle's cancellation of the May 24th, 2017 meeting of the ECCTA Board of Directors.

8. Board of Directors Comments

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

9. Adjourn

Next Meeting: June 28, 2017 – 4:00pm

Public Comment Guidelines:

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

Agenda, staff report, and document availability:

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection the Friday before each regularly scheduled Board of Director's meeting at Tri Delta Transit's front desk located 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 Tri Delta Transit's front desk at the above referenced address during regular business hours.

Americans with Disabilities Act Information:

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available in the Tri Delta Transit parking lot. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II} Please help us accommodate individuals with EI-MSD and refrain from wearing scented products to this meeting. Please turn off any electronic paging device or cell phone.

Anticipated action by the Board of Directors:

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

TAB 1

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

Board of Directors Meeting

Wednesday April 26, 2017

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

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

MINUTES

March 22, 2017

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

ROLL CALL / CALL TO ORDER

PRESENT: Diane Burgis (Contra Costa County); Merl Craft (Pittsburg); Federal Glover* (Contra Costa County); Ken Gray (Member-at-Large); Barbara Guise (Brentwood); Pete Longmire (Pittsburg); Kevin Romick (Oakley); Robert Taylor (Brentwood); Monica Wilson (Antioch); Mary Rocha (Antioch/Vice Chair); and Doug Hardcastle (Oakley/Chair)
*Arrived after Roll Call

ABSENT: None

STAFF: Jeanne Krieg, Chief Executive Officer (CEO)
Steve Ponte, Chief Operating Officer (COO)
Ann Hutcheson, Director of Administrative Services
Joe Chappelle, Executive Assistant
Ben Stock, Legal Counsel

OTHERS

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

PLEDGE OF ALLEGIANCE

Director Guise led the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment.

CHAIR'S REPORT

Chair Hardcastle advised that an urgency item had come to staff's attention after the posting of the meeting agenda and there was a need for immediate action to allow staff to take advantage of a window of opportunity for funding.

Chair Hardcastle asked the Board to make the determination whether to add the item as an emergency item, which would have to be approved by two thirds of the Board to be considered as any other agenda item.

On motion by Director Romick, seconded by Director Guise, ECCTA Boardmembers approved the placement of a Low Carbon Transit Operations Program on the agenda after the posted action items, carried by the following vote:

AYES: Burgis, Craft, Gray, Guise, Longmire, Romick, Taylor, Wilson, Rocha,
Hardcastle
NOES: None
ABSTAIN: None
ABSENT: Glover

CONSENT CALENDAR

On motion by Director Longmire, seconded by Director Romick, ECCTA Boardmembers adopted the Consent Calendar, as shown, which carried by the following vote:

- A. Minutes of the Board of Directors meeting of February 22, 2017
- B. Financial Report
- C. Marketing Activities Report

AYES: Burgis, Craft, Gray, Guise, Longmire, Romick, Taylor, Wilson, Rocha,
Hardcastle
NOES: None
ABSTAIN: None
ABSENT: Glover

CHIEF EXECUTIVE OFFICER'S REPORT

- A. Operations Report

Chief Executive Officer (CEO) Jeanne Krieg referred to the form in the Board packets to identify Boardmember preference for attending the Transit Board Member Seminar, to be held in Chicago on July 22-25, and advised that currently Directors Burgis, Craft, Glover, Gray, Longmire, and Wilson had expressed an interest in attending.

Ms. Krieg explained that she, Vice Chair Rocha and Steve Ponte had attended the American Public Transportation Association (APTA) Legislative Conference in Washington, D.C. where there had been interesting sessions, although due to a snowstorm most of the meetings on Capitol Hill had been cancelled. She noted conversations on health care and tax reform, and the potential discontinuance of tax credits for alternative fuels, which would affect ECCTA's decision whether to pursue

propane powered vehicles.

Ms. Krieg reported that she would leave on March 26 for the APTA Transit Study Mission to Asia that the Board had approved in December, and as part of that mission would travel with 25 others from across the country to Hong Kong, Singapore, and Tokyo. She noted that Steve Ponte would be in charge while she was on the mission, although she would be connected to the office electronically.

Reporting that construction on the electric charging stations had begun on March 21, Ms. Krieg stated there would be electric car charging stations in front of the building with bus charging stations in the Minaker lot. She presented a graphic of what the electric buses would look like.

Ms. Krieg reported that meetings with BART, Antioch, Pittsburg, and Los Medanos College had continued to discuss station access to the new Pittsburg Center station and Antioch Hillcrest station. The date for the beginning of service was now back to May 2018. In a related matter, she explained that the Antioch Park & Ride lot had not yet been considered by the Antioch Planning Commission, but with final City approval there would be a need to find the \$3.2 million to build the project, which along with the Oakley Park & Ride lot would be critical to support the new eBART system.

In other matters, Ms. Krieg reported that \$111,000 had been bid for the 19 retired buses and pallets of parts, which would be picked up by the successful bidder next week. Fixed route ridership continued at 2012 levels; declining ridership across the country had been the topic of discussion at many of the APTA committee meetings in that other areas had been experiencing significant reductions in service, and ways to encourage people to come back to the bus were being considered. In addition, all financial performance parameters were as expected and expenses including salaries, benefits, and bus parts were below budget.

In response to Director Glover, Ms. Krieg explained that Tri Delta Transit's recent complete system redesign was intended, among other things, to accommodate eBART and eBART stations, and had considered the growth needs of the individual communities. She reiterated the need for Tri Delta Transit to also be mobility managers and consider alternatives other than buses in the future.

ACTION AND DISCUSSION ITEMS

A. Americans with Disabilities Act (ADA) Requirements

Ms. Krieg explained that at the January meeting a paratransit rider had expressed concern with the system and its inability to accommodate the very early morning needs of his ridership, and since his home was located outside the boundaries of the service had asked the Board to extend the boundaries and hours to accommodate his needs. She described the service requirements under ADA regulations and identified the requirement to provide

paratransit service complementary to fixed route service during the same hours and days of service to make all the services end at one time.

Ms. Krieg explained that the individual who had complained did not meet the location requirements and wanted service outside of the service required in compliance with the law. She explained that the Board had determined to continue to provide paratransit services to both seniors and to individuals with disabilities, and added that the Federal Transit Administration (FTA) audited Tri Delta Transit every two years and there had never been an ADA finding and no complaint to the FTA.

B. Installation of a 372kW Photovoltaic System

Chief Operating Officer Steve Ponte advised that a consultant had designed the photovoltaic solar system for the agency's facility, which had been approved through the City of Antioch; the project had gone out to bid, three bids had been received, the lowest bid was \$1,291,696, below the budget of \$1,300,000, and the agency had received a loan from the California Energy Commission for \$1,335,000 at one percent interest. He recommended the award of contract to Performance Contracting, Inc. for an amount not to exceed \$1,420,866, which included a 10 percent contingency.

In response to Director Taylor, Mr. Ponte described the particulars of the process and explained that the contractor had been given 180 days from the signing of the contract to the completion of the project. A penalty clause had been included in the contract if the work could not be done on time when liquidated damages would apply. He explained there would be 1,300 panels on the roof of the building, shade covers in the parking lot which would cover the parked cars, and shade covers in the bus parking lot which would also shade the buses. He expected an 18-year payback based on the going PG&E rates, and with peak demand the loan should be paid off in 12 years.

On motion by Director Longmire, seconded by Director Burgis, ECCTA Boardmembers adopted Resolution 170322 authorizing the CEO to execute and deliver a contract with Performance Contracting, Inc., for an amount not to exceed \$1,420,866, which includes a 10 percent contingency, for the installation of a 372kW photovoltaic system, carried by the following vote:

AYES: Burgis, Craft, Glover, Gray, Guise, Longmire, Romick, Taylor, Wilson,
Rocha, Hardcastle
NOES: None
ABSTAIN: None
ABSENT: None

C. Low Carbon Transit Operations Program

Ms. Krieg reported that an application had been filed for Low Carbon Transit Operations Program (LCTOP) funds

Ms. Krieg explained that staff had met with Pittsburg City Manager Joe Sbranti and BART Director Joel Keller regarding plans for the Pittsburg Center station, but had learned during that meeting less than 24 hours ago that the resolutions to pursue the project had to be submitted with the application now. The use of the funds would be for the planned Route 381 from the Pittsburg Marina to Los Medanos College, with an emphasis on regular service to the Pittsburg Center eBART station.

On motion by Director Craft, seconded by Director Longmire, ECCTA Boardmembers adopted Resolution 170322a authorizing the execution of the certifications and assurances for the Low Carbon Transit Operations Program (LCTOP) to be used for a new Route 381 serving the Pittsburg Center eBART station, carried by the following vote:

AYES: Burgis, Craft, Glover, Gray, Guise, Longmire, Romick, Taylor, Wilson,
Rocha, Hardcastle
NOES: None
ABSTAIN: None
ABSENT: None

On motion by Director Craft, seconded by Director Longmire, ECCTA Boardmembers adopted Resolution 170322b authorizing the execution of the Low Carbon Transit Operations Program (LCTOP) project, carried by the following vote:

AYES: Burgis, Craft, Glover, Gray, Guise, Longmire, Romick, Taylor, Wilson,
Rocha, Hardcastle
NOES: None
ABSTAIN: None
ABSENT: None

BOARD OF DIRECTORS COMMENTS

As ECCTA's ex-officio alternate, Director Wilson reported on the latest meeting of the Contra Costa Transportation Authority (CCTA) Board of Directors.

Director Taylor reported that the City of Brentwood, Tri Delta Transit, and CCTA staff had met with BART Director Keller with respect to the Mokelumne Transit Station, and the Brentwood City Council had adopted a resolution with respect to the construction of the Mokelumne Bridge Overcrossing. He asked for support letters from the entire region to be presented to the BART Board of Directors to help construct the overcrossing project.

Vice Chair Rocha reported on the APTA Legislative Conference in Washington, D.C., acknowledged the concerns expressed about the budget and about transportation, and noted that few had been able to attend the conference due to weather forecasts.

Director Gray reported that the Senior Action Mobility Council would hold a conference on September 29, 2017 at John Muir Hospital.

The Board offered Happy Birthday wishes to Director Guise.

ADJOURNMENT

Chair Hardcastle adjourned the meeting of the Eastern Contra Costa Transit Authority at 4:33 P.M. to April 26, 2017 at 4:00 P.M. in the ECCTA Administration Facility, 801 Wilbur Avenue, Antioch, California.

Respectfully submitted,

Anita L. Tucci-Smith

TRI DELTA TRANSIT
Income Statement - Comparison to Annual Budget

As of March 31, 2017
(unaudited)

	YTD Actual			YTD Budget			YTD Variance favorable/(unfavorable)			FY17 Full Year Budget			YTD % of Fiscal Year Budget			
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
OPERATING REVENUES																
Passenger Fares	\$ 2,254,562	\$ 1,945,475	\$ 309,087	\$ 2,303,118	\$ 1,949,766	\$ 353,332	\$ (48,556)	\$ (4,311)	\$ (44,245)	\$ 3,067,000	\$ 2,592,000	\$ 475,000	74%	75%	65%	
Other Income	\$ 221,554	\$ 119,738	\$ 101,816	\$ 220,000	\$ 85,000	\$ 135,000	\$ 1,554	\$ 34,738	\$ (33,194)	\$ 265,000	\$ 85,000	\$ 180,000	84%	141%	57%	
Total Operating Revenues:	\$ 2,476,116	\$ 2,065,213	\$ 410,903	\$ 2,523,118	\$ 2,034,766	\$ 488,332	\$ (47,002)	\$ 30,427	\$ (77,429)	\$ 3,332,000	\$ 2,677,000	\$ 655,000	74%	77%	53%	
OPERATING EXPENSES																
Purchased Transportation	\$ 8,611,129	\$ 6,635,110	\$ 1,976,019	\$ 8,670,119	\$ 6,204,723	\$ 2,465,396	\$ 58,990	\$ (430,367)	\$ 489,377	\$ 11,616,473	\$ 8,310,413	\$ 3,306,060	74%	80%	80%	
Materials and Supplies	\$ 2,140,841	\$ 1,767,822	\$ 373,019	\$ 2,199,545	\$ 1,751,697	\$ 447,848	\$ 58,704	\$ (16,129)	\$ 74,829	\$ 2,640,000	\$ 2,342,100	\$ 597,900	73%	75%	62%	
Salaries & Benefits	\$ 2,887,740	\$ 2,529,357	\$ 358,383	\$ 3,175,650	\$ 2,857,950	\$ 317,700	\$ 287,910	\$ 328,593	\$ (40,683)	\$ 4,234,000	\$ 3,810,600	\$ 423,400	68%	69%	85%	
Services	\$ 591,425	\$ 451,315	\$ 140,110	\$ 621,751	\$ 511,501	\$ 110,250	\$ 30,325	\$ 60,166	\$ (29,860)	\$ 828,000	\$ 682,000	\$ 147,000	71%	69%	95%	
Other	\$ 315,217	\$ 298,557	\$ 16,660	\$ 293,800	\$ 271,885	\$ 21,915	\$ (21,417)	\$ (26,672)	\$ 5,255	\$ 405,000	\$ 375,450	\$ 29,550	78%	80%	56%	
Casualty and liability insurance	\$ 405,125	\$ 376,765	\$ 28,360	\$ 422,146	\$ 300,117	\$ 122,029	\$ 17,021	\$ (76,648)	\$ 93,669	\$ 539,677	\$ 382,389	\$ 157,288	75%	99%	18%	
Utilities	\$ 226,517	\$ 214,235	\$ 12,282	\$ 191,000	\$ 181,000	\$ 10,000	\$ (36,517)	\$ (33,235)	\$ (2,282)	\$ 254,000	\$ 241,000	\$ 13,000	89%	89%	94%	
Taxes	\$ 16,519	\$ 13,075	\$ 3,444	\$ 13,500	\$ 9,450	\$ 4,050	\$ (3,019)	\$ (3,629)	\$ 606	\$ 20,000	\$ 14,000	\$ 6,000	83%	93%	57%	
Total Operating Expenses:	\$ 15,184,513	\$ 12,286,236	\$ 2,908,277	\$ 15,587,511	\$ 12,088,323	\$ 3,499,188	\$ 382,998	\$ (197,913)	\$ 590,911	\$ 20,838,150	\$ 16,157,952	\$ 4,680,198	73%	76%	62%	
NON-OPERATING REV																
Federal Funds	\$ -	\$ -	\$ -	\$ 532,570	\$ -	\$ 532,570	\$ (532,570)	\$ -	\$ -	\$ 532,570	\$ -	\$ 532,570	66%	62%	83%	
State Funds	\$ 8,351,348	\$ 6,131,474	\$ 2,219,874	\$ 9,212,466	\$ 7,353,810	\$ 1,858,656	\$ (861,117)	\$ (1,222,336)	\$ 361,219	\$ 12,568,491	\$ 9,900,420	\$ 2,668,071	95%	174%	26%	
Local Funds	\$ 1,731,444	\$ 1,731,444	\$ -	\$ 1,369,221	\$ 749,779	\$ 619,442	\$ 362,223	\$ 981,665	\$ (619,442)	\$ 1,821,577	\$ 997,270	\$ 824,307	44%	44%	26%	
Inter-Operator Agreements	\$ 1,107,235	\$ 655,833	\$ 451,302	\$ 1,896,384	\$ 1,896,384	\$ -	\$ (788,149)	\$ (1,240,451)	\$ 451,302	\$ 2,528,512	\$ 2,528,512	\$ -	21.9%	212%	188.5%	
Interest & Other Misc Income	\$ 120,599	\$ 115,881	\$ 4,738	\$ 53,753	\$ 53,564	\$ 189	\$ 66,846	\$ 62,297	\$ 4,549	\$ 55,000	\$ 54,750	\$ 250	65%	64%	68%	
Total Non-operating Revenues:	\$ 11,310,628	\$ 8,654,712	\$ 2,675,914	\$ 13,054,393	\$ 10,053,537	\$ 3,010,856	\$ (1,753,767)	\$ (1,418,825)	\$ (334,942)	\$ 17,606,150	\$ 13,480,952	\$ 4,025,198	65%	64%	68%	
EXCESS REV/(EXP)	\$ (1,407,771)	\$ (1,586,311)	\$ 178,540	\$ -	\$ -	\$ -	\$ (1,407,771)	\$ (1,586,311)	\$ 178,540	\$ -	\$ -	\$ -				

Agenda Item #5b
 Eastern Contra Costa Transit Authority
 Board of Directors Meeting
 April 26, 2017

TRI DELTA TRANSIT
Income Statement - Comparison to Prior Year
 As of March 31, 2017
(unaudited)

	March 2017 YTD Actual			March 2016 YTD Actual			FY17 vs FY16 - YTD			% Change from Previous Year		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
OPERATING REVENUES												
Passenger Fares	\$ 2,254,562	\$ 1,945,475	\$ 309,087	\$ 2,469,158	\$ 2,104,923	\$ 364,235	\$ (214,596)	\$ (159,448)	\$ (55,148)	\$ -9%	\$ -8%	\$ -15%
Other Income	\$ 221,554	\$ 119,738	\$ 101,816	\$ 289,707	\$ 124,468	\$ 165,239	\$ (88,153)	\$ (4,730)	\$ (63,423)	\$ 0%	\$ 0%	\$ 0%
Total Operating Revenues:	\$ 2,476,116	\$ 2,065,213	\$ 410,903	\$ 2,758,865	\$ 2,229,391	\$ 529,474	\$ (282,749)	\$ (164,178)	\$ (118,571)	-10%	-7%	-22%
OPERATING EXPENSES												
Purchased Transportation	\$ 8,611,129	\$ 6,635,110	\$ 1,976,019	\$ 8,637,170	\$ 6,056,468	\$ 2,580,702	\$ 26,041	\$ (578,642)	\$ 604,883	\$ 0%	\$ -10%	\$ 23%
Materials and Supplies	\$ 2,140,841	\$ 1,767,822	\$ 373,019	\$ 1,986,415	\$ 1,628,028	\$ 358,387	\$ (154,426)	\$ (139,794)	\$ (14,632)	\$ -8%	\$ -9%	\$ -4%
Salaries & Benefits	\$ 2,887,740	\$ 2,529,357	\$ 358,383	\$ 2,883,975	\$ 2,597,054	\$ 286,921	\$ (3,765)	\$ 67,697	\$ (71,462)	\$ 0%	\$ 3%	\$ -25%
Services	\$ 591,425	\$ 451,315	\$ 140,110	\$ 589,754	\$ 479,492	\$ 110,262	\$ (1,671)	\$ 28,177	\$ (29,848)	\$ 0%	\$ 6%	\$ -27%
Other	\$ 315,217	\$ 298,557	\$ 16,660	\$ 248,036	\$ 236,205	\$ 11,831	\$ (67,181)	\$ (62,352)	\$ (4,829)	\$ -27%	\$ -26%	\$ -41%
Casualty and liability insurance	\$ 405,125	\$ 376,765	\$ 28,360	\$ 369,334	\$ 309,504	\$ 59,830	\$ (35,791)	\$ (67,261)	\$ 31,470	\$ -10%	\$ -22%	\$ 53%
Utilities	\$ 226,517	\$ 214,235	\$ 12,282	\$ 196,850	\$ 186,980	\$ 9,870	\$ (29,667)	\$ (27,255)	\$ (2,412)	\$ -15%	\$ -15%	\$ -24%
Taxes	\$ 16,519	\$ 13,075	\$ 3,444	\$ 16,874	\$ 13,162	\$ 3,712	\$ 355	\$ 87	\$ 268	\$ 2%	\$ 1%	\$ 7%
Total Operating Expenses:	\$ 15,194,513	\$ 12,286,236	\$ 2,908,277	\$ 14,928,408	\$ 11,506,893	\$ 3,421,515	\$ (286,105)	\$ (779,343)	\$ 513,238	-2%	-7%	15%
NON-OPERATING REV												
Federal Funds	\$ -	\$ -	\$ -	\$ 1,383,895	\$ 330,898	\$ 1,052,997	\$ (1,383,895)	\$ (330,898)	\$ (1,052,997)	\$ 0%	\$ 0%	\$ 0%
State Funds	\$ 8,351,348	\$ 6,131,474	\$ 2,219,874	\$ 9,492,407	\$ 7,378,191	\$ 2,114,216	\$ (1,141,059)	\$ (1,246,717)	\$ 105,658	\$ 0%	\$ 0%	\$ 0%
Local Funds	\$ 1,731,444	\$ 1,731,444	\$ -	\$ 1,986,040	\$ 1,384,772	\$ 601,268	\$ (254,596)	\$ 346,672	\$ (601,268)	\$ 0%	\$ 0%	\$ 0%
Inter-Operator Agreements	\$ 1,107,235	\$ 655,933	\$ 451,302	\$ 601,197	\$ 601,197	\$ -	\$ 506,038	\$ 54,736	\$ 451,302	\$ 0%	\$ 0%	\$ 0%
Interest & Other Misc Income	\$ 120,599	\$ 115,861	\$ 4,738	\$ 4,294	\$ 4,077	\$ 217	\$ 116,305	\$ 111,784	\$ 4,521	\$ 2709%	\$ 2742%	\$ 2083%
Total Non-operating Revenues:	\$ 11,310,626	\$ 8,634,712	\$ 2,675,914	\$ 13,467,833	\$ 9,699,135	\$ 3,768,698	\$ (2,157,207)	\$ (1,064,423)	\$ (1,092,784)	-16%	-11%	-29%
EXCESS REV(EXP)	\$ (1,407,771)	\$ (1,586,311)	\$ 178,540	\$ 1,298,290	\$ 421,633	\$ 876,657	\$ (2,706,061)	\$ (2,007,944)	\$ (698,117)			

OPERATING REVENUES

Passenger Fares
 Other Income

Total Operating Revenues:

OPERATING EXPENSES

Purchased Transportation
 Materials and Supplies
 Salaries & Benefits
 Services
 Other
 Casualty and liability insurance
 Utilities
 Taxes

Total Operating Expenses:

NON-OPERATING REV

Federal Funds
 State Funds
 Local Funds
 Inter-Operator Agreements
 Interest & Other Misc Income

Total Non-operating Revenues:

EXCESS REV(EXP)

Agenda Item #5b
 Eastern Contra Costa Transit Authority
 Board of Directors Meeting
 April 26, 2017

Staff Report to ECCTA Board of Directors

Meeting Date: April 26, 2017

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

Lead Staff: Mike Furnary, Director of Marketing

Approved: Jeanne Krieg, Chief Executive Officer



I. Completed & Planned Marketing Activities - April 2017

1. Community Speaking & Presentations

Marketing has received multiple requests for speaking engagements in response to our annual Gatekeeper invitation. Presentations begin this month with additional presentations scheduled through June.

2. Student/Career Fairs

Marketing will be attending upcoming student career fairs at Prospect High School and Pittsburg High School to communicate transportation options to students entering the workforce.

3. Contra Costa County Fair Cross Promotion

A cross promotion agreement was arranged with the Contra Costa County Fair to include Tri Delta Transit as an event sponsor with promotion of bus service to the four-day event. This year we will be included in a Fair event guide distributed to all Fair patrons, in which Summer Youth Passes will be featured. The Fair runs May 18-21, coinciding with the launch of youth pass sales.

4. Summer Youth Pass Promotion

Promotional plans for the 2017 Summer Youth Pass have been completed and arranged. Promotion elements includes: television, online, social media, direct mail, print, outdoor, school marketing and special events. Cross promotional arrangements have been made with the Contra Costa County Fair and Contra Costa County Libraries to promote youth passes at all branches May-August.

5. Ongoing marketing programs

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

- Take One on-board newsletter
- Gatekeeper quarterly newsletter

II. Planned Marketing/Communications Activities

1. Try Transit Challenge follow-up direct mail
2. Bike to Work Day participation
3. LMC table event (Spring 2017)
4. Pittsburg senior appreciation event
5. Dump the Pump Day 2017 participation
6. Employer new employee welcome pack project

TAB 2

Agenda Item 6a
CEO's REPORT: Operations Report

Board of Directors Meeting

Wednesday April 26, 2017

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Chief Executive Officer's Report

April 2017



TRI DELTA TRANSIT

ECCTA Executive Team

Jeanne Krieg
Chief Executive Officer

Steve Ponte
Chief Operating Officer

Tom Harais
Chief Financial Officer

Ann Hutcheson
Director of Administrative Services

Kevin Moody
Director of Maintenance

Mike Furnary
Director of Marketing

Susan Hinson
First Transit Director of Operations

Highlights:

- I traveled to Hong Kong, Singapore, and Tokyo with the APTA Study Mission. The focus was on methods used to develop a safety culture.
- SB1, a \$5.24 billion funding package, passed in Sacramento.
- Work began on the facility solar system.
- LMC's diesel mechanic program toured the Tri Delta Transit maintenance shop. Plans are underway to continue a partnership.
- Brentwood's SWAT team conducted rescue exercises on a Tri Delta Transit bus.
- Work began on the electric bus and car charging stations.
- Promotional activities for the 2017 Summer Youth Pass began.
- The fuel hedging parameters are being developed.
- The See Something – Say Something Mobile App is nearly ready.
- Staff is working with MTC to promote the adoption of using Clipper Cards by distributing free Clipper Cards. They will be distributed every Tuesday and Thursday while supplies last.
- The results of a comprehensive survey of our fixed route customers are being analyzed.
- The Clipper small operators subgroup, which includes all small operators in the nine county Bay Area, continues to meet on a regular basis.
- The advisory team for the Contra Costa Mobility Management project continues to meet.
- The UC Berkeley PATH Integrated Dynamic Transit Operations system demonstration project that will use Tri Delta Transit as the subject continued. CCTA is overseeing the Caltrans-funded project that will demonstrate Transit Connect, Dynamic Dispatch, and Dynamic Rideshare in east county.
- Work is nearly complete on the Contra Costa County Express Bus Plan.

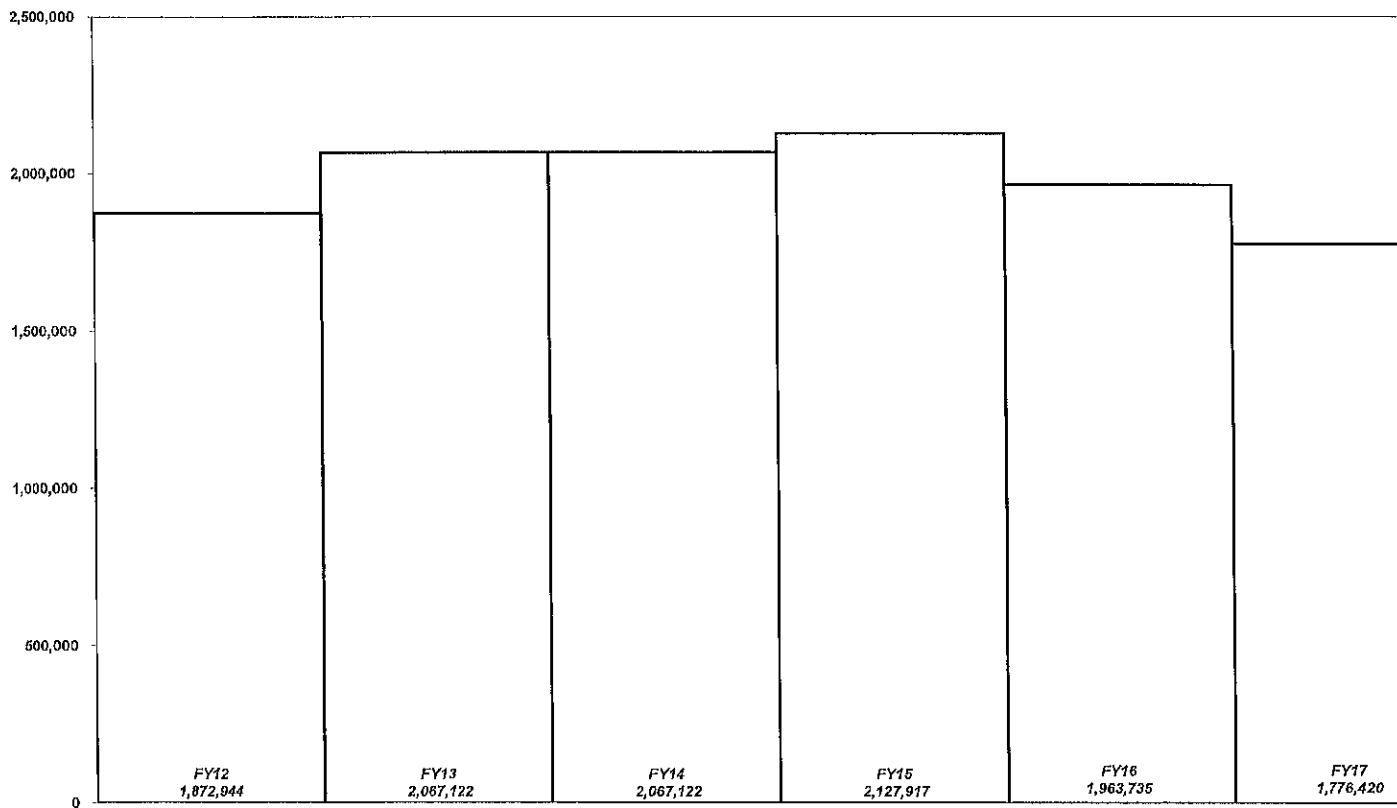
Pending:

- Electric bus delivery (mid to late 2017)
- PG&E electric extension
- Service to Brentwood LMC campus (August 2018)
- Next generation of Clipper (2019)
- Service to eBART stations in Pittsburg and Antioch (May 2018)
- FTA's Safety Program
- Propane bus evaluation
- A&E: Antioch Park & Ride lot (Antioch Planning Commission: May 17th)
- CCTA Express Bus Study (update to the 2001 study)
- Oakley Park & Ride lot construction
- BART Parking & Connectivity Committee
- Federal grants
- Paratransit subcommittee

Agenda Item #6a
Eastern Contra Costa Transit Authority
Board of Directors Meeting
April 26, 2017

TRI DELTA TRANSIT

NINE MONTH YTD FR RIDERSHIP



EASTERN CONTRA COSTA TRANSIT AUTHORITY KEY PERFORMANCE INDICATORS BY SERVICE

	Actual							16/17 % ▲	YTD COMPARISON		
	11/12	12/13	13/14	14/15	15/16	16/17	Actual		% ▲		
							Mar-16			Mar-17	
DIAL-A-RIDE											
PASSENGERS											
Total DAR Trips Provided	130,619	128,999	131,476	133,769	131,917	132,000	0%	98,287	99,515	1%	
Average Weekday Ridership	481	470	471	487	489	487	0%	489	499	2%	
Average Sat Ridership	106	140	180	153	118	124	5%	119	106	-11%	
Average Sun/Hol Ridership	71	72	68	63	49	51	3%	47	45	-6%	
Average Passengers/Hour (wkdays DAR Only)	2.1	2.1	2.3	2.4	2.5	2.5	2%	2.6	2.9	12%	
CUSTOMER SERVICE											
Ride Refusals / Day	0.0	0.0	0.0	0.0	0.0	0.0	0%	0.0	0.0	0%	
Customer Complaints	0.183%	0.097%	0.071%	0.103%	0.114%	0.109%	-5%	0.109%	0.324%	197%	
On Time Performance	85%	87%	89%	87%	85%	90%	6%	85%	83%	-3%	
MAINTENANCE											
Gallons of Fuel Consumed	116,392	139,678	145,043	138,528	135,809	142,880	5%	100,946	97,672	-3%	
Miles Between Preventable Accidents	898,467	328,002	244,390	162,293	159,143	200,000	26%	119,303	346,157	190%	
Miles Between Road calls	56,154	109,568	61,109	139,113	190,963	100,000	0%	143,158	692,590	384%	
COST RATIOS											
Farebox Recovery Ratio	11%	11%	10%	10%	10%	10%	0%	11%	11%	0%	
\$/Gal Fuel	\$ 3.84	\$ 3.81	\$ 3.67	\$ 3.09	\$ 2.59	\$ 2.75	6%	\$ 2.57	\$ 2.45	-5%	
Operating Cost/Passenger	\$ 30.58	\$ 33.22	\$ 35.25	\$ 34.18	\$ 34.41	\$ 35.46	3%	\$ 34.81	\$ 29.22	-16%	
Operating Cost/Revenue Hour	\$ 64.34	\$ 63.52	\$ 68.75	\$ 69.81	\$ 72.26	\$ 74.35	3%	\$ 72.83	\$ 73.44	1%	
Operating Cost/Revenue Mile	\$ 5.22	\$ 5.36	\$ 5.76	\$ 5.74	\$ 5.85	\$ 5.98	2%	\$ 5.83	\$ 6.16	-12%	
FIXED ROUTE											
PASSENGERS											
Total FR Trips Provided	2,431,768	2,740,834	2,832,264	2,806,028	2,574,864	2,613,485	1%	1,963,735	1,776,420	-10%	
Average Weekday Ridership	8,594	9,616	9,930	9,794	8,999	9,113	1%	9,181	8,352	-9%	
Average Sat Ridership	2,753	3,232	3,464	3,498	3,061	3,144	3%	3,148	2,777	-12%	
Average Sun/Hol Ridership	2,087	2,788	2,692	2,787	2,501	2,537	1%	2,547	2,227	-13%	
Average Passengers/Hour	15.9	17.7	19.0	19.2	17.8	17.9	1%	18.2	16.5	-9%	
CUSTOMER SERVICE											
Customer Complaints	0.023%	0.012%	0.009%	0.009%	0.009%	0.009%	0%	0.008%	0.026%	208%	
On Time Performance	86%	86%	92%	92%	92%	90%	-2%	91%	81%	-11%	
MAINTENANCE											
Gallons of Fuel Consumed	636,276	562,702	603,013	600,072	606,378	597,267	-2%	449,806	442,304	-2%	
Miles Between Preventable Accidents	120,644	65,392	110,754	98,066	97,469	100,000	3%	106,931	108,128	1%	
Miles Between Road calls	32,481	42,844	67,684	41,553	27,690	50,000	81%	27,132	20,889	-23%	
COST RATIOS											
Farebox Recovery Ratio	16%	18%	18%	18%	18%	16%	-10%	18%	16%	-13%	
\$/Gal Fuel	\$ 3.52	\$ 3.95	\$ 3.48	\$ 2.77	\$ 1.96	\$ 2.00	2%	\$ 1.93	\$ 2.02	5%	
Operating Cost/Passenger	\$ 6.60	\$ 6.01	\$ 5.58	\$ 5.54	\$ 5.98	\$ 6.18	3%	\$ 5.86	\$ 6.92	18%	
Operating Cost/Revenue Hour	\$ 105.05	\$ 106.53	\$ 105.76	\$ 106.36	\$ 106.33	\$ 110.94	4%	\$ 106.51	\$ 113.79	7%	
Operating Cost/Revenue Mile	\$ 7.46	\$ 7.98	\$ 7.71	\$ 7.62	\$ 7.49	\$ 7.83	5%	\$ 7.49	\$ 8.09	8%	

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

TOTAL PASSENGER TRIPS												YTD COMPARISON		
ROUTE											Mar-16	Mar-17	% Chg	
	11/12	% Chg	12/13	% Chg	13/14	% Chg	14/15	% Chg	15/16	% Chg				
200	37,682	4%	55,322	47%	55,914	1%	54,167	-3%	48,866	-10%	36,942	33,663	-9%	
201	110,660	5%	119,977	8%	124,289	4%	112,116	-10%	116,301	4%	85,634	87,337	2%	
300	302,067	4%	290,313	-4%	328,582	13%	353,802	8%	340,127	-4%	254,971	264,385	4%	
379	10,235	-16%	15,232	49%	6,759	-56%	3,223	-52%	3,659	14%	2,969	1,783	0%	
380	584,779	3%	680,981	16%	682,650	0%	666,704	-2%	606,012	-9%	459,554	421,503	-8%	
383	34,210	263%	35,031	2%	32,073	-8%	30,200	-6%	25,830	-14%	19,940	16,550	-17%	
384	26,201	2%	8,227	-69%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
385	36,481	-1%	61,388	68%	70,974	16%	68,013	-4%	66,045	-3%	50,022	40,903	-18%	
386	3,042	-35%	2,172	-29%	1,902	-12%	1,583	-17%	1,507	-5%	1,168	964	-17%	
387	212,731	9%	262,396	23%	264,036	1%	257,944	-2%	233,185	-10%	177,257	150,694	-15%	
388	320,981	3%	366,041	14%	400,190	9%	370,128	-8%	327,585	-11%	251,591	218,542	-13%	
389	46,723	-3%	53,255	14%	53,068	0%	51,480	-3%	45,836	-11%	35,323	30,133	-15%	
390	52,650	7%	68,564	30%	72,054	5%	71,211	-1%	70,022	-2%	52,667	53,201	1%	
391	346,080	4%	370,500	7%	386,640	4%	402,579	4%	360,256	-11%	275,346	239,155	-13%	
Dimes a Ride	11,328	-11%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Delta Express (Hac)	11,831	-36%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Shuttles	9,446	3%	4,941	-48%	3,370	-32%	5,375	59%	13,410	149%	13,410	2,956	-78%	
392	112,330	8%	133,569	19%	142,284	7%	142,650	0%	124,708	-13%	97,286	85,545	-12%	
393	111,697	7%	135,181	21%	133,078	-2%	141,281	6%	126,653	-10%	98,990	87,221	-12%	
394	50,614	8%	71,557	41%	64,904	-9%	63,087	-3%	53,894	-15%	41,517	36,951	-11%	
395	N/A	N/A	6,187	100%	9,497	100%	10,485	100%	10,968	100%	9,148	4,934	-46%	
Total Fixed Route	2,431,768	3%	2,740,834	13%	2,832,264		2,806,029	-1%	2,574,865	-8%	1,963,735	1,776,420	-10%	

AVERAGE PASSENGERS PER REVENUE HOUR												YTD COMPARISON		
ROUTE											Mar-16	Mar-17	% Chg	
	11/12	% Chg	12/13	% Chg	13/14	% Chg	14/15	% Chg	15/16	% Chg				
200	10.3	3%	12.6	22%	12.5	-1%	12.6	1%	11.5	-9%	11.7	10.3	-12%	
201	19.7	3%	17.8	-10%	17.9	1%	17.0	-5%	16.1	-5%	16.8	14.0	-17%	
300	15.8	4%	15.8	0%	18.6	18%	20.3	10%	19.6	-4%	19.7	20.6	5%	
379	9.8	-26%	10.7	9%	16.8	57%	26.5	57%	30.6	15%	32.4	18.6	-43%	
380	17.4	5%	20.2	16%	20.6	2%	20.2	-2%	18.7	-7%	19.1	17.8	-7%	
383	9.7	-13%	10.2	5%	12.6	23%	13.0	3%	11.6	-11%	11.9	10.2	-14%	
384	10.2	7%	14.6	43%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
385	11.1	-7%	11.9	7%	12.9	8%	12.3	-4%	11.4	-8%	11.5	9.5	-18%	
386	3.9	-36%	3.6	-7%	6.3	74%	6.3	1%	6.6	5%	6.8	5.6	-17%	
387	19.6	11%	22.8	16%	23.7	4%	23.3	-2%	21.7	-7%	22.2	19.3	-13%	
388	15.5	3%	17.1	10%	18.2	7%	17.4	-5%	16.2	-7%	16.7	14.6	-13%	
389	13.6	-8%	13.4	-1%	14.4	8%	15.4	7%	14.4	-6%	14.9	12.6	-15%	
390	10.7	9%	18.6	73%	20.8	12%	21.5	3%	21.4	-1%	21.6	22.4	4%	
391	18.7	11%	19.6	5%	20.5	4%	21.9	7%	19.7	-10%	20.2	17.6	-13%	
Dimes a Ride	10.9	36%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Delta Express (Hac)	8.1	-10%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Shuttles	N/A	N/A	N/A	N/A	6.4	N/A	30.7	383%	23.6	-23%	23.8	16.0	0%	
392	15.2	1%	17.6	16%	19.1	9%	18.9	-1%	16.7	-12%	17.1	14.5	-15%	
393	16.4	5%	17.5	7%	17.5	0%	18.7	7%	16.8	-10%	17.2	15.3	-11%	
394	11.7	9%	15.0	28%	17.0	13%	15.9	-7%	13.9	-13%	14.0	13.0	-7%	
395	N/A	N/A	12.0	N/A	16.2	N/A	16.4	1%	17.1	5%	18.7	10.3	-45%	
Total Fixed Route	15.9	5%	17.7	12%	19.0	7%	19.2	1%	17.8	-7%	18.2	16.5	-9%	

TAB 3

Agenda Item 7a

ACTION ITEM: Proposed FY 2017-18 Budget

Board of Directors Meeting

Wednesday April 26, 2017

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: April 26, 2017

Agenda Item: Proposed FY18 ECCTA Budget – Agenda Item 7a

Lead Staff: Tom Harais, Chief Financial Officer

Approved: Jeanne Krieg, Chief Executive Officer 

BACKGROUND

- All fund administration agencies have issued annual estimates and proposed apportionment and distribution of funds.
- ECCTA staff reviewed the revenue estimates to ensure ECCTA had sufficient available revenues to sustain existing operating services through the next year.
- ECCTA staff developed the attached FY18 ECCTA balanced operating budget for \$21,038,000 in matching revenues and expenses.
- There are no new developments in the capital project area. All fund applications have been approved by the Board of Directors.

CONSIDERATIONS

- The county Auditor estimated that sales tax generated funding would decline in FY18 from previous estimates because less retail sales had materialized.
- Increases in other fund sources have kept ECCTA whole and we are not at risk of having to make substantive operating adjustments to accommodate.
- The total revenues and total expenses in this proposed budget are two percent more than the FY17 estimated amounts.

ASSUMPTIONS

- Service days:
 - 250 days: weekday schedule
 - 53 days: Saturday schedule
 - 51 days: Sunday schedule
 - 11 days: holiday schedule
 - 180 school in-session days: routes 379 and 386
- The current fixed route schedule will be operated for the entire fiscal year.
- The same level of demand responsive (paratransit services) will be provided.
- The same number of passengers will use both services in FY18 as in FY17.
- The fares will remain at the current level.
- The First Transit contract rate increases July 1st.
- There will be a full roster of 36 employees at the current rate of pay. A provision was made for increased benefits cost particularly for medical and worker's compensation insurance premiums.

REVENUE SOURCES

- All of the operating fund amounts shown are from the fund administration agencies. There is little risk of these not materializing as planned.
- The average fare per passenger experienced in the current year was used: \$3.26 for paratransit passengers and \$1.10 for fixed route passengers.

REQUESTED ACTION

Approve the proposed FY 2017-18 budget.

ECCTA FY18 PROPOSED BUDGET

	FY14 Actual	%	FY15 Actual	%	FY16 Actual	%	FY17 Budget	%	FY17 Estimate	%	FY18 Budget	%
REVENUES												
Fares	3,359	16%	3,247	16%	3,273	16%	3,067	15%	3,022	15%	3,022	14%
Advertising Sales	120	1%	150	1%	124	1%	85	0%	119	1%	85	0%
BART DR Service Reimbursement	193	1%	184	1%	204	1%	180	1%	150	1%	150	1%
Total Operating Sources:	3,672	18%	3,581	18%	3,601	18%	3,332	16%	3,291	16%	3,257	15%
Federal	0	0%	0	0%	1,384	7%	533	3%	533	3%	950	5%
State	12,755	62%	12,526	62%	10,812	54%	12,567	60%	12,210	59%	12,325	59%
Local	1,668	8%	1,726	8%	1,746	9%	1,822	9%	1,931	9%	1,876	9%
BART "feeder bus"	2,117	10%	2,268	11%	2,405	12%	2,529	12%	2,529	12%	2,625	12%
Interest & Other	227	1%	6	0%	7	0%	55	0%	120	1%	5	0%
Total Non-operating Sources:	16,767	82%	16,526	82%	16,354	82%	17,506	84%	17,323	84%	17,781	85%
Total Operating Revenues:	20,439	100%	20,107	100%	19,955	100%	20,838	100%	20,614	100%	21,038	100%
EXPENDITURES												
Purchased Transportation	11,148	55%	11,311	56%	11,311	56%	11,616	56%	11,600	56%	11,809	56%
Materials and Supplies	3,546	17%	3,175	16%	3,175	16%	2,940	14%	2,940	14%	3,000	14%
Salaries & Benefits	3,883	19%	3,785	19%	3,785	19%	4,234	20%	4,000	19%	4,200	20%
Services	790	4%	796	4%	796	4%	829	4%	829	4%	830	4%
Casualty and liability insurance	450	2%	412	2%	412	2%	540	3%	523	3%	534	3%
Utilities	224	1%	247	1%	247	1%	254	1%	297	1%	240	1%
Other	398	2%	381	2%	381	2%	425	2%	425	2%	425	2%
Total Operating Expense:	20,439	100%	20,107	100%	20,107	100%	20,838	100%	20,614	100%	21,038	100%
KEY PERFORMANCE INDICATORS												
Passengers	2,963		2,940		2,707		2,735		2,502		2,500	
Revenue Hours	214		211		208		214		200		203	
Revenue Miles	2,855		2,836		2,829		2,846		2,815		2,825	
Gallons of Diesel Fuel	603		600		606		600		595		594	
Gallons of Gasoline	145		139		136		135		125		130	
FTEs	180		177		177		180		175		177	
Average # ECCTA Positions	33.8		34.0		34.1		36.0		34.7		36.0	
FINANCIAL RATIOS												
\$/Passenger	\$6.90		\$6.84		\$7.43		\$7.62		\$8.24		\$8.42	
\$/Rev Hour	\$95.51		\$95.29		\$96.67		\$97.37		\$103.07		\$103.64	
\$/Rev Mile	\$7.16		\$7.09		\$7.11		\$7.32		\$7.32		\$7.45	
\$/Gallon Diesel	\$3.48		\$2.80		\$1.96		\$2.00		\$2.05		\$2.15	
\$/Gallon Gasoline	\$3.67		\$3.15		\$2.59		\$2.75		\$2.55		\$2.60	
\$ Sal&Ben/Employee ECCTA (\$000s)	\$115		\$111		\$111		\$118		\$115		\$117	

TAB 4

Agenda Item 7b

ACTION ITEM: Authorization to file claims

Resolutions 170426a and 170426b

Board of Directors Meeting

Wednesday April 26, 2017

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: April 26, 2017

Agenda Item: Authorization to file TDA/STA & RM2 claims
Agenda Item 7b

Lead Staff: Tom Harais, Chief Financial Officer

Approved: Jeanne Krieg, Chief Executive Officer 

TDA & STA BACKGROUND

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

The TDA provides two funding sources:

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

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

ECCTA's RESPONSIBILITIES

ECCTA:

- applies for an annual allocation of TDA and STA funds through MTC each year,
- uses TDA funds for general operating purposes, including amounts statutorily directed to paratransit services,
- obligates an amount of these TDA funds for capital projects and as a required local match for other capital funds obtained when necessary,

Agenda Item 7b

Eastern Contra Costa Transit Authority
Board of Directors Meeting
April 26th, 2017

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

RM2 BACKGROUND

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

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

ECCTA's RM2 GRANT

ECCTA applies RM2 funds to Express Route 300 service, serving the Pittsburg/Bay Point BART station.

APPLICATION PROCESS

ECCTA applies for an annual RM2 allocation through MTC simultaneously with the annual TDA/STA application. Resolutions adopted by the governing board are required:

- Resolution #170426a authorizes the Chief Executive Officer or her designee to file an application with the Metropolitan Transportation Commission for the FY18 allocation of Transportation Development Act and State Transit Assistance funds.
- Resolution #170426b authorizes the Chief Executive Officer or her designee to execute and submit an allocation request for FY18 Regional Measure 2 (RM2) funds.

REQUESTED ACTION

Adopt Resolutions #170426a and #170426b which authorize the Chief Executive Officer or her designee to file an application with the Metropolitan Transportation Commission for the FY18 allocation of Transportation Development Act, State Transit Assistance funds, and Regional Measure 2 (RM2) funds.

Agenda Item 7b

Eastern Contra Costa Transit Authority
Board of Directors Meeting
April 26th, 2017



TRI DELTA TRANSIT

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

RESOLUTION #170426a

AUTHORIZATION FOR FILING OF TDA and STA CLAIMS

Resolution #170426a authorizes the Chief Executive Officer or her designee, to file an application with the Metropolitan Transportation Commission for the allocation of Transportation Development Act and State Transit Assistance.

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

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

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

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

WHEREAS, TDA funds from the Local Transportation Fund of Contra Costa County and STA funds will be required by applicant in Fiscal Year 2017-2018 for administering and operating Fixed Route and Dial-A-Ride services for the public of Eastern Contra Costa County; and

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

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

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

PASSED AND ADOPTED THIS 26th day of April 2017, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Doug Hardcastle, Chair

Jeanne Krieg, CEO

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



TRI DELTA TRANSIT

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

RESOLUTION #170426b

AUTHORIZATION FOR FILING OF APPLICATION FOR RM2 FUNDS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

RESOLVED, that ECCTA authorizes its Chief Executive Officer to execute and submit an allocation request for operating or planning costs for fiscal year 2017-2018 with MTC for Regional Measure 2 funds as available under MTC guidelines for the operation of express bus services.

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

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

PASSED AND ADOPTED THIS 26th day of April 2017, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Doug Hardcastle, Chair

Jeanne Krieg, CEO

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

TAB 5

Agenda Item 7c

ACTION ITEM: Subsidized Fare Project

Board of Directors Meeting

Wednesday April 26, 2017

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: April 26, 2017

Agenda Item: Subsidized Fare Project – Agenda Item 7c

Lead Staff: Steve Ponte, Chief Operating Officer

Approved: Jeanne Krieg, Chief Executive Officer 

Background

In March 2016, the ECCTA Board of Directors adopted Resolution #160323a authorizing staff to apply for a Transportation Improvement Grant (TPI) from MTC. The purpose of this regional discretionary funding source is to increase efficiencies and increase ridership on public transportation systems.

Considerations

- The cost to provide each passenger trip on paratransit is \$29.72.
- The cost to provide each passenger trip on fixed route is \$6.92.
- The Americans with Disabilities Act requires ECCTA to provide paratransit service that is comparable to the fixed route service to individuals who, because of their disability, cannot use the fixed route system.
- ECCTA's policy allows non-disabled seniors to use paratransit.
- Many potential fixed route passengers do not live close enough to a fixed route bus stop to use the system (known as "first mile-last mile").
- The resolution adopted by the ECCTA Board of Directors and the subsequent application resulted in a TPI grant of \$817,297. Combining this with the required 20% local match from the general operating funds results in a \$1,021,621 budget for this project.

Project

Elements

The project approved and funded by MTC will be a two year demonstration. It will end early if the allocated funds are exhausted and has two elements:

1. Encourage non-disabled seniors to use fixed route service instead of paratransit service.
2. Address first mile-last mile issues for our fixed route passengers.

Goals

The goals of the project are to:

1. decrease the cost per passenger for paratransit trips,
2. increase ridership on fixed route, and
3. determine the long-term feasibility of partnering with Transportation Network Companies.

Implementation Plan

ECCTA's program will offer a pre-loaded deeply-discounted fare instrument that participants can use on their choice of a TNC partner (e.g. taxi, Uber, Lyft).

Requested Action

Approve the subsidized fare concept for a two year demonstration project to be funded with an \$817,297 Transportation Improvement Grant (TPI) from MTC supplemented with the required 20% local match from the general operating funds resulting in a \$1,021,621 budget for this project.

TAB 6

Agenda Item 7d

ACTION ITEM: Brentwood Transit Center and Mokelumne Trail
Letter of Support

Board of Directors Meeting

Wednesday April 26, 2017

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: April 26, 2017

Agenda Item: Letter of Support – Brentwood Transit Center and Mokelumne Trail Project – Agenda Item 7d

Lead Staff: Jeanne Krieg, Chief Executive Officer 

BART Director Joel Keller has requested a letter of support from the Tri Delta Transit Board of Directors for the proposed Brentwood Transit Center and Mokelumne Trail Project. The proposed letter is attached

Action Requested

Authorize Chair Doug Hardcastle to sign a letter of support on behalf of the ECCTA Board of Directors.



TRI DELTA TRANSIT

EASTERN CONTRA COSTA TRANSIT AUTHORITY

801 Wilbur Avenue
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www.TriDeltaTransit.com

April 26, 2017

Rebecca Saltzman
President

San Francisco Bay Area Rapid Transit District Board of Directors
300 Lakeside Drive, 23rd Floor
Oakland, CA 94612

RE: Brentwood Transit Center and Mokelumne Trail Project

Dear President Saltzman,

On behalf of the Eastern Contra Costa Transit Authority (ECCTA) Board of Directors, I am pleased to provide this letter of support for the San Francisco Bay Area Rapid Transit (BART) District's Resolution of support for the City of Brentwood's Resolution for the advancement of a future Brentwood Transit Center and Mokelumne Trail Bridge. As the provider of public bus transportation in the 225 square mile area of Eastern Contra Costa County, this project would result in better and more access to mobility options for the residents of far east county.

The future Brentwood Transit Center and Mokelumne Trail Bridge projects will facilitate multimodal access to the eBART and BART system by affording ECCTA, also known as Tri Delta Transit, the opportunity to provide direct bus service to the end of line Antioch station, removing approximately 1,000 cars from Highway 4 for the additional 4.6 miles past the Antioch BART. Passengers will be able to carpool, bicycle, walk, drive, and take a bus to the Brentwood Transit Center to efficiently move throughout east county and better connect to BART and the Bay Area region.

The Eastern Contra Costa Transit Authority Board of Directors enthusiastically supports BART's efforts to support the advancement of a future Brentwood Transit Center and Mokelumne Trail Bridge. The project will support more compact, livable communities and improve safety and public access to transit. We ask for your strong consideration in supporting the City of Brentwood's resolution for the advancement of a future Brentwood Transit Center and Mokelumne Trail Bridge.

Sincerely,

Doug Hardcastle
Chair
Eastern Contra Costa Transit Authority
Board of Directors

CC: Members of BART Board of Directors

TAB 7

Agenda Item 7e

ACTION ITEM: Pittsburg Seafood Festival Shuttle

Board of Directors Meeting

Wednesday April 26, 2017

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: April 26, 2017

Agenda Item: Pittsburg Seafood Festival Shuttle – Agenda Item 7e

Lead Staff: Mike Furnary, Director of Marketing

Approved: Jeanne Krieg, Chief Executive Officer 

Historical Background

Between 1994 and 2011, Tri Delta Transit operated a shuttle service from various remote parking areas (LMC, Pittsburg school property, Pittsburg/Bay Point BART station) to the Pittsburg Seafood Festival which was held in the marina area. In 2012, the festival was moved to the pre-1994 location on Railroad Avenue. Ridership on the 2012 shuttle was very low so a shuttle was not operated in 2013. Here are historical ridership levels:

YEAR	Ridership	YEAR	Ridership
1998	13779	2005	8108
1999	10244	2006	10582
2000	25153	2007	7976
2001	9895	2008	8495
2002	11634	2010	6491
2003	8725	2011	5946
2004	6274	2012	324
		2013	0 (not operated)

ECCTA Board of Directors Actions

1. In 2014, the Pittsburg Seafood Festival was moved back to the marina area and the Pittsburg Chamber of Commerce contacted ECCTA to request that Tri Delta Transit once again operate a shuttle from remote locations (LMC, BART, etc.) to the Seafood Festival.

In June 2014, the ECCTA Board of Directors authorized staff to operate the shuttle with

the understanding that a minimum 4,000 riders would have to use the service to be able to continue to provide shuttle service in 2015.

2. In April 2015, the Board of Directors approved operation of the Pittsburg Seafood Festival Shuttle with the understanding that a minimum 4,000 riders would have to use the service to be able to continue to provide shuttle service in 2016.
3. In June 2016, the Board of Directors approved the operation of the Pittsburg Seafood Festival every year in the future as long as a minimum 4,000 riders use the service.

Year	Ridership
2014	5375
2015	4637
2016	2956

During the October 26, 2016 meeting of the ECCTA Board of Directors, staff reported the 2016 ridership and stated that the shuttle would not operate in 2017 unless there is a different determination from the Board of Directors. Then-Director Ben Johnson asked that the operation of the shuttle be reconsidered in 2017. Additionally, the Pittsburg Chamber of Commerce asked that the decision to discontinue operating the shuttle service despite the lack of ridership be reconsidered.

Considerations:

1. A large parking area that is close to the Pittsburg Seafood Festival venue is available, drastically reducing the usage of the distant parking facilities at Pittsburg City Hall, LMC, and BART.
2. The Federal Transit Administration has very strict regulations about what is considered “charter service”. In the past, we complied with the rules by publishing the schedule for special shuttles in our printed time table. The most recent schedule was published September 4, 2016 and includes a generic statement: “*Tri Delta Transit may provide bus service to select community events*”.
3. The cost to operate the shuttle service to the Pittsburg Seafood Festival would be approximately \$10,000.
4. It is possible that other members of the JPA will request similar services if an exception is made for Pittsburg.

Action Requested

Provide direction to staff regarding the operation of a shuttle to the 2017 Pittsburg Seafood Festival.

TAB 8

Agenda Item 7f

DISCUSSION ITEM: May 2017 Board Meeting

Board of Directors Meeting

Wednesday April 26, 2017

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: April 26, 2017

Agenda Item: May 2017 ECCTA Board of Director Meeting
Agenda Item 7f

Lead Staff: Jeanne Krieg, Chief Executive Officer 

Background

The regular meeting date and time of the ECCTA Board of Directors is the 4th Wednesday of each month at 4:00pm. The Board Chair has the authority to cancel or reschedule any Tri Delta Transit Board meeting if there is a lack of pressing agenda items or if extenuating circumstances exist. As much notice as possible is given so board members can plan accordingly.

Considerations

Staff projections indicate there will be no pressing agenda items for the May 2017 meeting agenda.

Requested Action

Affirm Chair Doug Hardcastle's cancellation of the May 24th, 2017 meeting of the ECCTA Board of Directors.