



# 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 September 24<sup>th</sup>, 2014

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available on line: [www.trideltatransit.com](http://www.trideltatransit.com)

Please see the last page of this agenda for:

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

1. **Call to Order:** Chair Gene Clare
2. **Pledge of Allegiance**
3. **Public Comment**  

While public comments are encouraged and taken very seriously, State law prevents the Board of Directors from discussing items that are not on the meeting agenda. If appropriate, staff will follow up on public comments. Please see Public Comment Guidelines on Page 3 of this agenda.
4. **Chair's Report:** Chair Gene Clare
5. **Consent Calendar (ACTION ITEM):** Minutes, Financial Report, and Marketing Activities Report (*see attachment: tab #1*)
  - a. Minutes of the Board of Directors meeting of August 27, 2014
  - b. Financial Report
  - c. Marketing Activities Report

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

### Board of Directors:

City of Antioch

Wade Harper

Mary Rocha

City of Brentwood

Gene Clare\*

Barbara Guise

City of Oakley

Carol Rios

Kevin Romick

City of Pittsburg

Ben Johnson\*\*

Nancy Parent

Contra Costa County

Federal Glover

Mary Piepho

Member-at-Large

Ken Gray

\* Chair: FY 2014-15

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

## 7. ACTION AND DISCUSSION ITEMS

a. **ACTION ITEM:** Clipper Supplemental Agreement

(see attachment: tab #3)

**Requested Action:** Adopt Resolution 140924a authorizing the CEO to sign the Supplemental Agreement to the Clipper Memorandum of Understanding, agreeing to be bound by the terms and conditions of the MOU.

b. **ACTION ITEM:** Mobile Lift Procurement

(see attachment: tab #4)

**Requested Action:** Adopt Resolution 140924b which authorizes the CEO to execute and deliver a purchase order for the CMAS StertilKONI lift system for an amount not to exceed \$31,098.

c. **ACTION ITEM:** Authorization to file an application for FTA Formula Funds under MTC's Transit Capital Priorities for FY15 and FY16

(see attachment: tab #5)

**Requested Action:** Adopt Resolution 140924c which authorizes the CEO to file an application for FTA formula program and surface transportation programs funding for transit bus replacements and communications equipment and committing the necessary local match for the projects and stating the assurance of the Eastern Contra Costa Transit Authority to complete the project.

d. **ACTION ITEM:** November 2014 Board meeting

(see attachment: tab #6)

**Requested Action:** Adopt Resolution 140924d authorizing the cancellation of the November 2014 Board of Directors meeting.

e. **ACTION ITEM:** East Contra Costa Fire Protection District Vote

(see attachment: tab #7)

**Requested Action:** Direct staff on ECCTA's vote for parcel 035-282-063-3 in Oakley on the East Contra Costa Fire Protection District ballot.

f. **ACTION ITEM:** Board of Directors Member-at-Large Appointment

(see attachment: tab #8)

**Requested Action:** Appoint Ken Gray as the ECCTA Board of Directors Member-at-Large for the term 1/1/15-12/31/16.

## 8. Board of Directors Comments

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

## 9. Adjourn

Next Meeting: October 29<sup>th</sup>, 2014 at 11:00am at the ECCTA administration facility, 801 Wilbur Avenue, Antioch, CA

**NOTE DATE AND TIME**

**Public Comment Guidelines:**

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

**Agenda, staff report, and document availability:**

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

**Americans with Disabilities Act Information:**

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

**Anticipated action by the Board of Directors:**

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

# **TAB 1**

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

## **Board of Directors Meeting Agenda**

**Wednesday September 24, 2014**

**4:00pm**

**ECCTA Boardroom**

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

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

**MINUTES**

August 27, 2014

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

**ROLL CALL / CALL TO ORDER**

**PRESENT:** Federal Glover (Contra Costa County), Ken Gray (Member-at-Large), Barbara Guise (Brentwood), Wade Harper (Antioch), Nancy Parent (Pittsburg), Carol Rios (Oakley), Mary Rocha (Antioch), Kevin Romick (Oakley), Ben Johnson (Pittsburg/Vice Chair), and Gene Clare (Brentwood/Chair)

**ABSENT:** Mary N. Piepho (Contra Costa County)

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

**OTHERS**

**PRESENT:** Susan Hinson, First Transit  
Gary Mitchell, First Transit  
Hosie Pintily, First Transit  
Vincent Manuel, Supervisor Glover's Office

**PLEDGE OF ALLEGIANCE**

Ben Johnson led the Pledge of Allegiance.

**PUBLIC COMMENT**

There were no comments from the public.

**CHAIR'S REPORT**

Chair Clare reported that the ECCTA meeting scheduled for Wednesday, October 22, 2014 at 4:00 P.M. had been cancelled, to be rescheduled for Wednesday, October 29, 2014 at 11:00 A.M. to allow the presentation of the Small Transit System of the Year award, with an accompanying celebration with staff.

Chair Clare also reported that September 4 would be Chief Executive Officer (CEO) Jeanne Krieg's birthday. The Board serenaded Ms. Krieg with a Happy Birthday.

### **CONSENT CALENDAR**

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

- A. Minutes of the Board of Directors meeting of July 23, 2014
- B. Financial Report
- C. Marketing Activities Report

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

### **CHIEF EXECUTIVE OFFICER'S REPORT**

- A. Operations Report

CEO Jeanne Krieg advised that the new fiscal year had started and there was not much to report other than all operational and financial measurements were as expected. She reported that month-to-month ridership on fixed route had increased this July in comparison with July last year with potentially another record breaking year, although the ridership on one route, Route 386 to Discovery Bay, was being monitored because it was very low despite repeated marketing programs.

Ms. Krieg also reported that Contra Costa 511 was offering free transit tickets to students in Grades 5-12 and a flyer describing the program was in the Board packets. There was nothing new to report on the route redesign project although there was now a direct feed into Tri Delta Transit's system data which included on/off data counts to analyze what was going on in the system, using data collected by the Metropolitan Transportation Commission (MTC) during their system survey in May. The next visible step would be the public outreach and schedule of meetings in mid-October.

Ms. Krieg described a new project that would allow Dial-a-Ride passengers to use on-line services to book and cancel their trips. A test program would be instituted next month on a very limited basis to cancel trips and if successful would be expanded to on-line bookings. She added that Clipper was still slated for September 2015 and there had been lots of activity in preparation for the project; a Request for Proposal (RFP) had been published for a solar consultant for the Tri Delta Transit building; and an RFP for bus advertising would be published on September 8, 2014.

Ms. Krieg reiterated that plans were under way for a celebration of the Small Transit System of the Year award, scheduled to be presented to the Board on Wednesday, October 29, 2014 beginning with a Board meeting at 11:00 A.M. and moving outside for the presentation of the award by the President of the American Public Transportation Association (APTA). Invitations would also be mailed to past members of the Board along with politicians and others. A new logo, which was displayed in the Board Room, had been designed and banners would be placed throughout the building, and signs would be placed inside all buses. Ten of the buses would have wraps and the Tri Delta Transit website would have a new banner with the new logo.

Director Glover arrived at 4:08 P.M.

Ms. Krieg advised that staff was also working with the Seafood Festival Committee on the shuttle service; Tri Delta Transit would be staffing a booth at the Brentwood Art & Wine Festival at the Streets of Brentwood this coming weekend; and 332 summer youth pass wristbands had been sold, a record for the seven years of the program.

#### **ACTION AND DISCUSSION ITEMS**

##### A. RM2 Grant to Interface with MTC's 511 System

Ms. Krieg explained that ECCTA's real time bus information system, which had been purchased from Connexionz, allowed passengers to retrieve real time bus departure information from the Internet or from ECCTA's new smart phone mobile application. The Metropolitan Transportation Commission (MTC) used a proprietary interface software for the regional 511 system making it impossible to interface ECCTA's system with MTC's system. ECCTA had received a quote from Connexionz for \$30,000 to write the interface. MTC had offered an RM2 grant of \$30,000 to pay for the necessary interface which would allow ECCTA's real-time bus information to be available on the regional 511 system.

Ms. Krieg recommended that the Board adopt Resolution 140827a authorizing the CEO to execute an allocation with MTC in the amount of \$30,000 to allow ECCTA's system to be part of the regional 511 system.

On motion by Director Johnson, seconded by Director Glover, ECCTA Boardmembers adopted Resolution 140827a authorizing the CEO to execute an allocation with MTC in the amount of \$30,000 to fund ECCTA's 511 interface, carried by the following vote.

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

B. Title VI, Limited English Proficiency, Equal Employment Opportunity, and Environmental Justice Policies

Ms. Krieg advised that ECCTA must adopt system-wide policies necessary to guard against discriminatory practices or decisions in compliance with Title VI, Limited English Proficiency, Equal Employment Opportunity, and Environmental Justice policies.

Chief Operating Officer (COO) Steve Ponte, the official Title VI Officer, explained that Title VI was intended to make sure that all individuals were treated equally. Limited English Proficiency guarded against discriminatory practices or decisions based on the inability to speak English not well or not at all; Equal Employment Opportunity guarded against the discriminatory hiring practices by ECCTA or any of ECCTA's subcontractors based on race, ethnicity, creed, color, physical, mental disability, medical condition, marital status, age, or sexual orientation; and Environmental Justice guarded against discriminatory practices or decisions based on low income or poverty level income.

Ms. Krieg recommended the adoption of Resolution 140827b which adopts ECCTA's Title VI, Limited English Proficiency, Equal Employment Opportunity, and Environmental Justice policies that guard against discriminatory practices or decisions.

On motion by Director Johnson, seconded by Director Rocha, ECCTA Boardmembers adopted Resolution 140827b which adopts ECCTA's Title VI, Limited English Proficiency, Equal Employment Opportunity, and Environmental Justice policies that guard against discriminatory practices or decisions, carried by the following vote:

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

C. Procurement Authority

Ms. Krieg explained that the Chief Executive Officer's procurement authority of \$10,000 had not been increased since 2005, and ECCTA's financial auditor had recommended a review of ECCTA's procurement authority levels with a goal of expediting purchases and increasing efficiency. She noted that the Federal Transit Administration (FTA) procurement guidelines considered a small purchase anything under \$100,000. While not desiring such a high procurement level, she recommended that in order to become more effective in procurements, the CEO's procurement authority be increased to \$24,999, with anything over \$25,000 to follow a formal procurement process and Board approval. She reiterated that the policy remained the same, only the authority level would change.



Ms. Krieg recommended the adoption of Resolution 140827c establishing the CEO's procurement authority level at \$24,999.

On motion by Director Johnson, seconded by Director Guise, ECCTA Boardmembers adopted Resolution 140827c establishing the CEO's procurement authority level at \$24,999, carried by the following vote:

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

### **BOARD OF DIRECTORS COMMENTS**

Director Gray reported that he would attend the Brentwood Art & Wine Festival at the Streets of Brentwood this weekend; he distributed notices to identify the Blues Festival in Antioch on September 14, 2014, an event that had been ongoing for the last ten years; and stated he would participate in bocce ball playoffs tonight.

Director Guise also reported on the Brentwood Art & Wine Festival at the Streets of Brentwood this weekend.

Director Johnson proudly described his grandson's feat that had earned him the Varsity Football Player of the Week status at his High School in Juliette, Tennessee.

Director Rocha called attention to that fact that the day of the next Board meeting on September 24, 2014, the Association of Bay Area Governments (ABAG) would be hosting a Water Conference at the Antioch Community Center from 9:00 A.M. to 12:30 P.M. Everyone was invited to attend.

Director Harper commented that he had asked a Tri Delta Transit van driver if she was part of the best Small Transit System in the country, and he reported that she had enthusiastically responded that she was. He also reported that eight new businesses were opening in Antioch and a ribbon cutting ceremony had been scheduled for this Saturday in honor of those openings. He was pleased to see more activity in the Antioch Downtown.

Director Parent reported that August 28 would be the final Culinary Crawl in Pittsburg and it would be opened up to 300 participants; Thursday would be the grand opening of the Hall of Fame Restaurant/Sports Bar with an emphasis on Puerto Rican food; and the Seafood Festival would be on the weekend of September 6. Tickets were still available for the Zinfandel Dinner on Friday night catered by Scotts; there were 90 entrants in the Zinfandel competition this year, a benefit for the Pittsburg Arts and Community

Foundation, to be at the waterfront where the Seafood Festival would also be located. All were welcome.

Chair Clare reported that the City of Brentwood was in the midst of hiring a new City Manager.

### **ADJOURNMENT**

On motion by Director Guise, seconded by Director Romick and carried unanimously to adjourn the meeting of the Eastern Contra Costa Transit Authority at 4:25 P.M. to September 24, 2014 at 4:00 P.M. at the ECCTA Administration Facility, 801 Wilbur Avenue, Antioch, California. [Note: Director Piepho arrived at adjournment.]

Respectfully submitted,

Anita L. Tucci-Smith

**TRI DELTA TRANSIT**  
**Income Statement - Comparison to Annual Budget**  
 As of August 31, 2014  
*(unaudited)*

	YTD Actual			YTD Budget			YTD Variance favorable/(unfavorable)			FY15 Full Year Budget			YTD % of Fiscal Year Budget		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
<b>OPERATING REVENUES</b>															
Passenger Fares	\$ 540,421	\$ 453,161	\$ 87,260	\$ 559,133	\$ 477,721	\$ 81,412	\$ (18,712)	\$ (24,560)	\$ 5,848	\$ 3,357,000	\$ 2,900,000	\$ 457,000	\$ 3,357,000	\$ 2,900,000	\$ 457,000
Other Income	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 290,000	\$ 108,000	\$ 182,000	\$ 290,000	\$ 108,000	\$ 182,000
<b>Total Operating Revenues:</b>	\$ 560,421	\$ 473,161	\$ 87,260	\$ 579,133	\$ 497,721	\$ 81,412	\$ (18,712)	\$ (24,560)	\$ 5,848	\$ 3,647,000	\$ 3,008,000	\$ 639,000	\$ 3,647,000	\$ 3,008,000	\$ 639,000
<b>OPERATING EXPENSES</b>															
Purchased Transportation	\$ 1,948,414	\$ 1,363,850	\$ 584,565	\$ 1,955,800	\$ 1,355,500	\$ 600,300	\$ 7,386	\$ (8,350)	\$ 15,735	\$ 11,475,600	\$ 7,929,200	\$ 3,546,400	\$ 11,475,600	\$ 7,929,200	\$ 3,546,400
Materials and Supplies	\$ 653,100	\$ 535,745	\$ 117,355	\$ 670,340	\$ 556,274	\$ 114,066	\$ 17,240	\$ 20,529	\$ (3,289)	\$ 3,924,000	\$ 3,271,000	\$ 653,000	\$ 3,924,000	\$ 3,271,000	\$ 653,000
Salaries & Benefits	\$ 643,809	\$ 588,941	\$ 54,868	\$ 642,326	\$ 578,000	\$ 64,326	\$ (1,483)	\$ (10,941)	\$ 9,458	\$ 3,910,000	\$ 3,518,000	\$ 392,000	\$ 3,910,000	\$ 3,518,000	\$ 392,000
Services	\$ 120,203	\$ 100,619	\$ 19,584	\$ 117,000	\$ 94,000	\$ 23,000	\$ (3,203)	\$ (6,619)	\$ 3,416	\$ 840,000	\$ 672,000	\$ 168,000	\$ 840,000	\$ 672,000	\$ 168,000
Other	\$ 28,786	\$ 26,342	\$ 2,424	\$ 31,000	\$ 29,464	\$ 1,536	\$ 2,234	\$ 3,122	\$ (888)	\$ 448,900	\$ 423,500	\$ 25,400	\$ 448,900	\$ 423,500	\$ 25,400
Casualty and liability insurance	\$ 74,620	\$ 67,007	\$ 7,613	\$ 95,265	\$ 70,594	\$ 24,671	\$ 20,845	\$ 3,587	\$ 17,058	\$ 443,000	\$ 314,000	\$ 129,000	\$ 443,000	\$ 314,000	\$ 129,000
Utilities	\$ 39,313	\$ 37,662	\$ 1,651	\$ 36,000	\$ 34,000	\$ 2,000	\$ (3,313)	\$ (3,662)	\$ 349	\$ 213,000	\$ 201,000	\$ 12,000	\$ 213,000	\$ 201,000	\$ 12,000
Taxes	\$ 4,147	\$ 3,355	\$ 792	\$ 6,875	\$ 5,375	\$ 1,500	\$ 2,738	\$ 2,020	\$ 708	\$ 27,500	\$ 21,500	\$ 6,000	\$ 27,500	\$ 21,500	\$ 6,000
<b>Total Operating Expenses:</b>	\$ 3,512,372	\$ 2,723,521	\$ 788,852	\$ 3,554,608	\$ 2,723,207	\$ 831,399	\$ 42,234	\$ (314)	\$ 42,547	\$ 21,282,000	\$ 16,350,200	\$ 4,931,800	\$ 21,282,000	\$ 16,350,200	\$ 4,931,800
<b>NON-OPERATING REV</b>															
Federal Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 585,151	\$ 55,042	\$ 530,109	\$ 585,151	\$ 55,042	\$ 530,109
State Funds	\$ 1,951,742	\$ 1,464,520	\$ 487,222	\$ 2,627,398	\$ 2,093,964	\$ 533,434	\$ (675,656)	\$ (629,444)	\$ (46,212)	\$ 13,087,066	\$ 10,080,558	\$ 3,006,508	\$ 13,087,066	\$ 10,080,558	\$ 3,006,508
Local Funds	\$ 405,272	\$ 206,724	\$ 198,548	\$ 347,875	\$ 131,342	\$ 216,533	\$ 57,397	\$ 75,382	\$ (17,985)	\$ 1,693,683	\$ 937,620	\$ 756,063	\$ 1,693,683	\$ 937,620	\$ 756,063
Inter-Operator Agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,267,900	\$ 2,267,900	\$ -	\$ 2,267,900	\$ 2,267,900	\$ -
Interest & Other Misc Income	\$ 2,059	\$ 2,002	\$ 57	\$ 200	\$ 180	\$ 20	\$ 1,859	\$ 1,822	\$ 37	\$ 1,200	\$ 1,080	\$ 120	\$ 1,200	\$ 1,080	\$ 120
<b>Total Non-operating Revenues:</b>	\$ 2,359,073	\$ 1,673,246	\$ 685,827	\$ 2,975,473	\$ 2,225,486	\$ 749,987	\$ (616,400)	\$ (552,240)	\$ (84,160)	\$ 17,635,000	\$ 13,342,200	\$ 4,292,800	\$ 17,635,000	\$ 13,342,200	\$ 4,292,800
<b>EXCESS REV(EXP)</b>	\$ (592,878)	\$ (577,114)	\$ (15,765)	\$ -	\$ -	\$ -	\$ (592,878)	\$ (577,114)	\$ (15,765)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Agenda Item #5b  
 Eastern Contra Costa Transit Authority  
 Board of Directors Meeting  
 September 24, 2014

**TRI DELTA TRANSIT**  
**Income Statement - Comparison to Prior Year**  
 As of August 31, 2014  
*(unaudited)*

	August 2014 YTD Actual			August 2013 YTD Actual			FY15 vs FY14 - YTD			% Change from Previous Year		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
<b>OPERATING REVENUES</b>												
Passenger Fares	\$ 540,421	\$ 453,161	\$ 87,260	\$ 492,251	\$ 434,061	\$ 58,190	\$ 48,170	\$ 19,100	\$ 29,070	10%	4%	50%
Other Income	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	0%	0%	0%
<b>Total Operating Revenues:</b>	<b>\$ 560,421</b>	<b>\$ 473,161</b>	<b>\$ 87,260</b>	<b>\$ 512,251</b>	<b>\$ 454,061</b>	<b>\$ 58,190</b>	<b>\$ 48,170</b>	<b>\$ 19,100</b>	<b>\$ 29,070</b>	<b>9%</b>	<b>4%</b>	<b>50%</b>
<b>OPERATING EXPENSES</b>												
Purchased Transportation	\$ 1,948,414	\$ 1,363,850	\$ 584,565	\$ 1,971,095	\$ 1,396,268	\$ 574,827	\$ 22,681	\$ 32,418	\$ (9,738)	1%	2%	-2%
Materials and Supplies	\$ 653,100	\$ 535,745	\$ 117,355	\$ 662,234	\$ 546,421	\$ 115,813	\$ 9,134	\$ 10,676	\$ (1,542)	1%	2%	-1%
Taxes	\$ 4,147	\$ 3,355	\$ 792	\$ 6,873	\$ 4,496	\$ 1,217	\$ 2,726	\$ 1,141	\$ 425	40%	25%	35%
Salaries & Benefits	\$ 643,809	\$ 588,941	\$ 54,868	\$ 657,474	\$ 602,958	\$ 54,516	\$ 13,665	\$ 14,017	\$ (352)	2%	2%	-1%
Services	\$ 120,203	\$ 100,619	\$ 19,584	\$ 104,334	\$ 96,199	\$ 8,135	\$ (15,869)	\$ (4,420)	\$ (11,449)	-15%	-5%	-141%
Casualty and liability insurance	\$ 74,620	\$ 67,007	\$ 7,613	\$ 99,363	\$ 85,055	\$ 14,308	\$ 24,743	\$ 18,048	\$ 6,695	25%	21%	47%
Utilities	\$ 39,313	\$ 37,662	\$ 1,651	\$ 50,469	\$ 47,867	\$ 2,602	\$ 11,156	\$ 10,205	\$ 951	22%	21%	37%
Other	\$ 28,766	\$ 26,342	\$ 2,424	\$ 43,038	\$ 38,864	\$ 4,174	\$ 14,272	\$ 12,522	\$ 1,750	33%	32%	42%
<b>Total Operating Expenses:</b>	<b>\$ 3,512,372</b>	<b>\$ 2,723,521</b>	<b>\$ 788,852</b>	<b>\$ 3,593,720</b>	<b>\$ 2,818,128</b>	<b>\$ 775,592</b>	<b>\$ 81,348</b>	<b>\$ 94,607</b>	<b>\$ (13,260)</b>	<b>2%</b>	<b>3%</b>	<b>-2%</b>
<b>NON-OPERATING REV</b>												
Federal Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
State Funds	\$ 1,951,742	\$ 1,464,520	\$ 487,222	\$ 2,167,904	\$ 1,669,897	\$ 498,007	\$ (216,162)	\$ (205,377)	\$ (10,785)	-10%	-12%	-2%
Local Funds	\$ 405,272	\$ 206,724	\$ 198,548	\$ 277,669	\$ 85,289	\$ 192,380	\$ 127,603	\$ 121,435	\$ 6,168	100%	100%	0%
Inter-Operator Agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	0%	0%
Interest & Other Misc Income	\$ 2,059	\$ 2,002	\$ 57	\$ 1,578	\$ 1,436	\$ 142	\$ 481	\$ 566	\$ (85)	30%	39%	-60%
<b>Total Non-operating Revenues:</b>	<b>\$ 2,359,073</b>	<b>\$ 1,673,246</b>	<b>\$ 685,827</b>	<b>\$ 2,447,151</b>	<b>\$ 1,756,622</b>	<b>\$ 690,529</b>	<b>\$ (88,078)</b>	<b>\$ (83,376)</b>	<b>\$ (4,702)</b>	<b>-4%</b>	<b>-5%</b>	<b>-1%</b>
<b>EXCESS REV/(EXP)</b>	<b>\$ (592,878)</b>	<b>\$ (577,114)</b>	<b>\$ (15,765)</b>	<b>\$ (634,318)</b>	<b>\$ (607,445)</b>	<b>\$ (26,873)</b>	<b>\$ 41,440</b>	<b>\$ 30,331</b>	<b>\$ 11,108</b>			

**OPERATING REVENUES**  
 Passenger Fares  
 Other Income  
**Total Operating Revenues:**

**OPERATING EXPENSES**  
 Purchased Transportation  
 Materials and Supplies  
 Taxes  
 Salaries & Benefits  
 Services  
 Casualty and liability insurance  
 Utilities  
 Other  
**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  
 September 24, 2014

## Staff Report to ECCTA Board of Directors

**Meeting Date:** September 24, 2014

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

**Lead Staff:** Mike Furnary

**Approved:** Jeanne Krieg 

### **I. Completed Marketing Activities**

**1. Delta Blues Festival sponsor promotion**

Participated in month-long cross promotion with local two-day festival.

**2. Brentwood Arts & Jazz Festival sponsorship/promotion**

Cross promotion and attendance at two-day community event in Brentwood to promote Tri Delta Transit services

**3. Event follow up direct mail**

Planned completion of targeted direct mail from names/information gathered at Art Wine & Jazz festival. Targeting information based on commute patterns and destination cities.

**4. Seafood Festival Shuttle**

Coordinated shuttle service to two-day event and participated in a month-long cross promotion with the Pittsburg Chamber of Commerce.

**5. Employee appreciation event**

Planned and implemented on-day, two-shift employee appreciation luncheon/dinner.

**6. Transit System of the Year Activities**

Completed production of self-promotional materials in celebration of recent award. Materials (to be completed and installed by October) include:

Bus exterior ads (10 super squares)

Bus decals (12" x 12" long term near bus door)

Interior car cards for every bus

Buttons for drivers & all staff

Web site banner, top of page with link to press release info

Banners x 3

Lobby signage (permanent)

Driver buttons

Employee giveaway items (foam fingers, seat cushions, shopping bags)

*Agenda Item #5c*

*Eastern Contra Costa Transit Authority*

*Board of Directors*

Meeting: September 24, 2014

7. **Class Pass/Facility Tour/Classroom on Wheels Presentation**  
Three class passes scheduled as of 9/3/14 for the month of September.

8. **Ongoing marketing programs**

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

II. Planned Marketing/Communications Activities

1. Email/Text Alert sign up campaign
2. Park & Ride direct mail/promotion
3. Boarding campaign: expedite boarding process
4. Commuter Pass promotion/ticket giveaway
5. Holiday craft fair cross promotion

# **TAB 2**

Agenda Item 6a  
CEO's REPORT: Operations Report

## **Board of Directors Meeting Agenda**

Wednesday September 24, 2014

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

# Chief Executive Officer's Report

September 2014



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*

Rich Babcock  
*Director of  
Maintenance*

Mike Furnary  
*Director of Marketing*

Susan Hinson  
*First Transit  
Director of Operations*

## Highlights:

- Employees enjoyed an "Appreciation Day" BBQ.
- Plans continue for the celebration of Tri Delta Transit's "Best Small Transit System in America" award.
- The Seafood Festival Shuttle operated.
- The School Pool program purchased 20-ride passes from ECCTA and distributed them to students in East County.
- I met with Representatives McNerney and Thompson and with staff from DOT, Senators Feinstein and Boxer, and Representatives Miller and Garamendi.
- The Bus Route Evaluation & Re-design project continued.
- Regular meetings are being conducted by MTC – and progress is being made -- for the implementation of Clipper on the Tri Delta Transit system.
- CCTA published an RFP for the Contra Costa County Express Bus Plan
- An RFP for the facility solar project was published. A staff recommendation will be presented to the Board of Directors during the October meeting.
- An RFP for bus advertising services was published. A staff recommendation will be presented to the Board of Directors during the December meeting.
- Staff submitted an application for a Federal Ladders of Opportunity Grant for construction of the Antioch Park & Ride lot.
- The design of the Antioch Park & Ride lot is progressing.
- Many cross-promotions and community outreach activities are underway.
- Construction throughout East County continues to be a challenge. On-time performance is being affected.

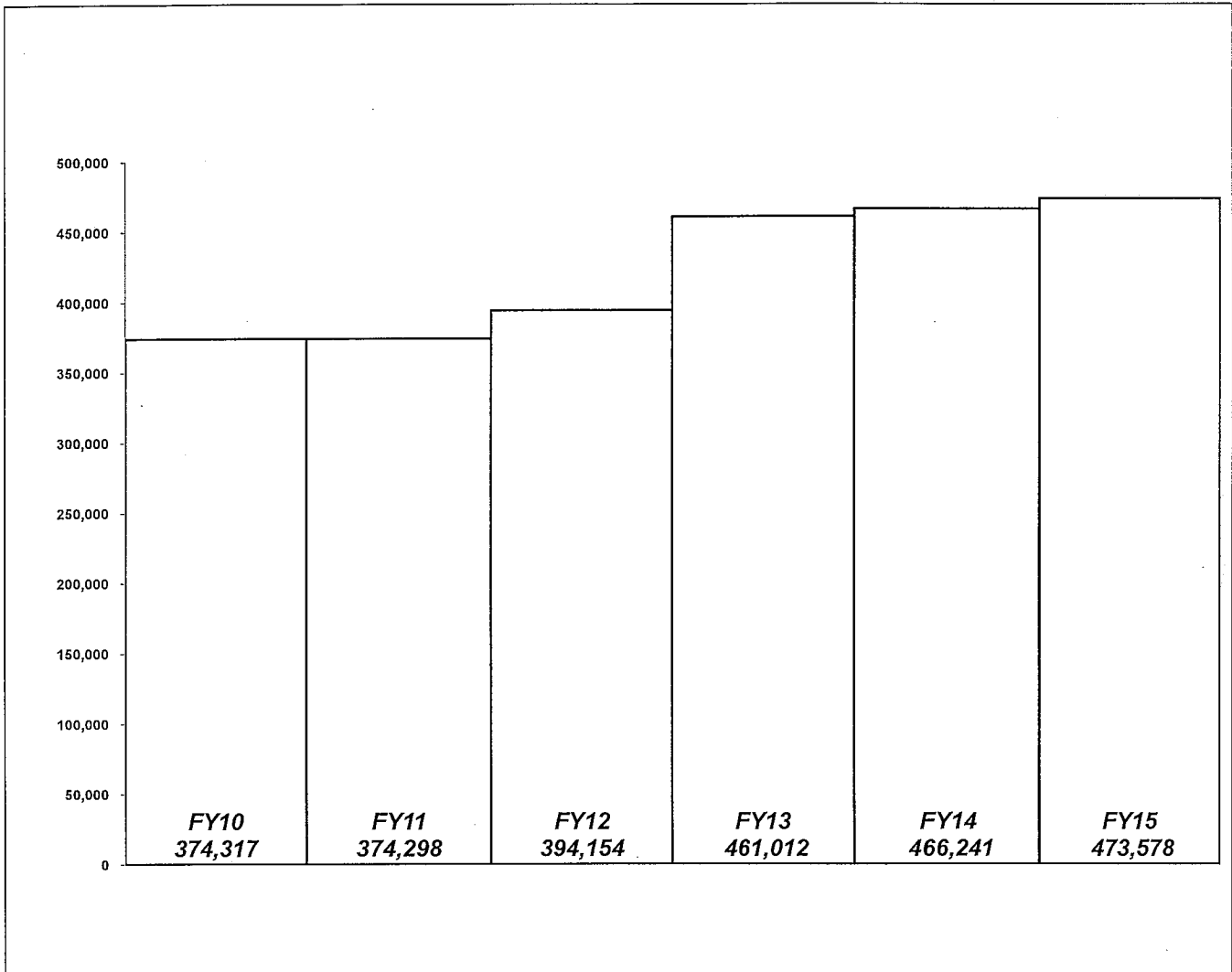
## Pending:

- PATH Integrated Dynamic Transit Operations system demonstration project
- Securement system for new buses
- 511 Interface
- Contra Costa County Mobility Management Plan
- Contra Costa County Transportation Plan
- Operations Contract (expires June 30, 2016)
- CCTA Express Bus Study (update to the 2001 study)
- Federal Transportation Authorization
- Med-Van delivery (October 2014)
- Solar project for the administration/maintenance facility
- ESMS Program audits
- Electric Bus grant
- Electric Car Charging Station grant
- A&E: Antioch Park & Ride lot (in process)

*Agenda Item #6a  
Eastern Contra Costa Transit Authority  
Board of Directors Meeting  
September 24, 2014*



**TRI DELTA TRANSIT  
FISCAL YTD COMPARISON  
FR RIDERSHIP  
YTD JULY**



**EASTERN CONTRA COSTA TRANSIT AUTHORITY  
OPERATING PARAMETERS BY SERVICE YTD**

								<b>YTD COMPARISON</b>		
						<b>Budget</b>	<b>14/15B</b>	<b>Actual</b>		<b>% ▲</b>
	<b>09/10</b>	<b>10/11</b>	<b>11/12</b>	<b>12/13</b>	<b>13/14</b>	<b>14/15</b>	<b>% ▲</b>	<b>August 2013</b>	<b>August 2014</b>	
<b>DIAL-A-RIDE</b>										
<b>PASSENGER RATIOS</b>										
Total DAR Trips Provided	125,759	129,041	130,619	128,999	131,476	137,383	4%	23,795	24,033	1%
Average Weekday Ridership	463	474	481	470	471	492	5%	490	506	3%
Average Sat Ridership	110	110	106	140	180	189	5%	186	184	-1%
Average Sun/Hol Ridership	68	71	71	72	68	77	12%	64	61	-5%
Average Passengers/Hour (wkdy)	2.3	2.2	2.2	1.9	2.0	2.0	0%	2.0	2.1	0%
<b>SERVICE RATIOS</b>										
Ride Refusals / Day	0.0	0.0	0.0	0.0	0.0	0.0	0%	0.0	0.0	0%
Customer Complaints	0.143%	0.148%	0.183%	0.097%	0.071%	0.075%	6%	0.134%	0.096%	-29%
On Time Performance	87%	85%	85%	87%	89%	90%	1%	89%	89%	0%
Miles Between Preventable Accidents	131,554	61,377	898,467	328,002	244,390	1,002,590	310%	85,186	169,050	98%
Miles Between Road calls	34,318	21,920	56,154	109,568	61,109	66,839	9%	56,290	84,534	50%
<b>COST RATIOS</b>										
Farebox Recovery Ratio	11%	12%	11%	11%	10%	9%	-5%	8%	11%	47%
Cost/Passenger	\$ 31.12	\$ 31.47	\$ 30.58	\$ 33.22	\$ 35.24	\$ 35.90	2%	\$ 32.59	\$ 32.82	-1%
Cost/Revenue Hour	\$ 65.53	\$ 63.05	\$ 64.34	\$ 63.52	\$ 68.72	\$ 71.60	4%	\$ 66.61	\$ 68.30	-3%
Cost/Revenue Mile	\$ 5.53	\$ 5.25	\$ 5.22	\$ 5.36	\$ 5.76	\$ 6.01	4%	\$ 5.48	\$ 5.71	-4%
<b>FIXED ROUTE</b>										
<b>PASSENGER RATIOS</b>										
Total FR Trips Provided	2,345,668	2,351,662	2,431,768	2,740,834	2,832,264	2,826,000	0%	466,241	473,578	2%
Average Weekday Ridership	8,338	8,345	8,594	9,616	9,930	9,949	0%	9,295	9,639	4%
Average Sat Ridership	2,652	2,594	2,753	3,232	3,464	3,391	-2%	3,552	3,583	1%
Average Sun/Hol Ridership	1,966	1,989	2,087	2,788	2,692	2,695	0%	2,808	2,687	-4%
Average Passengers/Hour	15.2	15.1	15.9	17.7	19.0	19.3	2%	17.2	18.8	10%
<b>SERVICE RATIOS</b>										
Customer Complaints	0.016%	0.020%	0.023%	0.012%	0.009%	0.009%	0%	0.007%	0.008%	20%
On Time Performance	95%	97%	86%	86%	92%	90%	-2%	92%	94%	2%
Miles Between Preventable Accidents	183,217	170,175	120,644	65,392	110,754	2,424,482	2089%	86,735	417,362	381%
Miles Between Road calls	41,372	37,539	32,481	42,844	67,684	67,347	0%	61,954	59,623	-4%
<b>COST RATIOS</b>										
Farebox Recovery Ratio	17%	16%	16%	18%	18%	18%	0%	16%	17%	3%
Cost/Passenger	\$ 6.17	\$ 6.52	\$ 6.60	\$ 6.01	\$ 5.57	\$ 5.79	4%	\$ 6.04	\$ 5.75	5%
Cost/Revenue Hour	\$ 93.78	\$ 98.54	\$ 105.05	\$ 106.53	\$ 105.55	\$ 111.77	6%	\$ 103.78	\$ 108.26	-4%
Cost/Revenue Mile	\$ 6.71	\$ 6.98	\$ 7.46	\$ 7.98	\$ 7.69	\$ 8.07	5%	\$ 7.65	\$ 7.84	-2%

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

<b>TOTAL PASSENGER TRIPS</b>													
ROUTE											YTD COMPARISON		
	09/10	% Chg	10/11	% Chg	11/12	% Chg	12/13	% Chg	13/14	% Chg	Aug 2013	Aug 2014	% Chg
200	35,204	-38%	36,121	3%	37,682	4%	55,322	47%	55,914	1%	10,252	8,862	-14%
201	99,356	-10%	105,655	6%	110,660	5%	119,977	8%	124,289	4%	19,954	17,447	-13%
300	270,095	-18%	290,750	8%	302,067	4%	290,313	-4%	328,582	13%	51,942	59,605	15%
379	12,219	-2%	12,230	0%	10,235	-16%	15,232	49%	6,759	-56%	2,420	221	-91%
380	590,428	-10%	565,484	-4%	584,779	3%	680,981	16%	682,650	0%	109,956	112,719	3%
383	43,852	-12%	39,780	-9%	34,210	-14%	35,031	2%	32,073	-8%	5,896	4,776	-19%
384	29,694	-32%	25,653	-14%	26,201	2%	8,227	-69%	N/A	N/A	N/A	N/A	N/A
385	34,901	-11%	36,855	6%	36,481	-1%	61,388	68%	70,974	16%	11,968	11,597	-3%
386	4,843	-23%	4,650	-4%	3,042	-35%	2,172	-29%	1,902	-12%	528	342	-35%
387	192,402	-13%	195,608	2%	212,731	9%	262,396	23%	264,036	1%	45,100	44,582	-1%
388	296,477	-11%	311,242	5%	320,981	3%	366,041	14%	400,190	9%	66,616	65,506	-2%
389	52,773	-28%	48,272	-9%	46,723	-3%	53,255	14%	53,068	0%	9,064	7,992	-12%
390	51,711	-10%	49,042	-5%	52,650	7%	68,564	30%	72,054	5%	12,430	11,740	-6%
391	331,928	-8%	332,841	0%	346,080	4%	370,500	7%	386,640	4%	62,150	69,073	11%
Dimes a Ride	14,208	-47%	12,745	-10%	11,328	-11%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Delta Express (Hac)	15,771	-15%	18,586	18%	11,831	-36%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Shuttles	6,790	-45%	9,161	35%	9,446	3%	4,941	-48%	3,370	-32%	721	0	-100%
392	106,300	-4%	105,702	-1%	112,330	6%	133,569	19%	142,284	7%	21,925	23,968	9%
393	102,975	-10%	104,487	1%	111,697	7%	135,181	21%	133,078	-2%	21,983	23,067	5%
394	51,842	9%	46,798	-10%	50,614	8%	71,557	41%	64,904	-9%	11,824	10,959	-7%
395	N/A	N/A	N/A	N/A	N/A	N/A	6,187	100%	9,497	100%	1,512	1,122	-26%
Total Fixed Route	2,345,664	-13%	2,351,662	0%	2,431,768	3%	2,740,834	13%	2,832,264	3%	466,241	473,578	2%

<b>AVERAGE PASSENGERS PER REVENUE HOUR</b>													
ROUTE											YTD COMPARISON		
	09/10	% Chg	10/11	% Chg	11/12	% Chg	12/13	% Chg	13/14	% Chg	Aug 2013	Aug 2014	% Chg
200	9.3	-8%	10.0	7%	10.3	3%	12.6	22%	12.5	-1%	12.3	11.9	-4%
201	18.5	3%	19.1	3%	19.7	3%	17.8	-10%	17.9	1%	15.5	15.3	-2%
300	14.2	-14%	15.2	7%	15.8	4%	15.8	0%	18.6	18%	16.2	19.9	23%
379	12.7	N/A	13.2	4%	9.8	-26%	10.7	9%	16.8	57%	9.1	26.0	186%
380	17.4	-14%	16.6	-5%	17.4	5%	20.2	16%	20.6	2%	18.6	19.7	6%
383	12.3	-3%	11.2	-9%	9.7	-13%	10.2	5%	12.6	23%	9.7	11.7	20%
384	11.7	26%	9.6	-18%	10.2	7%	14.6	43%	N/A	N/A	N/A	N/A	N/A
385	13.3	18%	12.0	-10%	11.1	-7%	11.9	7%	12.9	8%	11.5	12.6	10%
386	6.1	9%	6.0	-2%	3.9	-36%	3.6	-7%	6.3	74%	5.8	10.9	88%
387	17.4	-16%	17.7	2%	19.6	11%	22.8	16%	23.7	4%	21.8	23.1	6%
388	14.4	-14%	15.0	4%	15.5	3%	17.1	10%	18.2	7%	17.4	17.5	1%
389	15.0	-9%	14.7	-2%	13.6	-8%	13.4	-1%	14.4	8%	12.7	13.6	7%
390	12.1	-8%	9.9	-19%	10.7	9%	18.6	73%	20.8	12%	19.5	20.6	5%
391	16.9	-13%	16.8	0%	18.7	11%	19.6	5%	20.5	4%	18.4	21.7	18%
Dimes a Ride	9.0	-13%	8.1	-10%	10.9	36%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Delta Express (Hac)	8.0	-25%	9.0	12%	8.1	-10%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Shuttles	8.1	-25%	11.7	44%	N/A	N/A	N/A	N/A	6.4	N/A	5.9	0.0	-100%
392	15.4	-9%	15.1	-2%	15.2	1%	17.6	16%	19.1	9%	18.3	19.2	5%
393	15.5	-14%	15.7	1%	16.4	5%	17.5	7%	17.5	0%	18.2	18.5	1%
394	11.7	-6%	10.8	-8%	11.7	9%	15.0	28%	17.0	13%	15.5	16.6	7%
395	N/A	N/A	N/A	N/A	N/A	N/A	12.0	N/A	16.2	N/A	14.2	10.6	-25%
Total Fixed Route	15.2	-9%	15.1	-1%	15.9	5%	17.7	12%	19.0	7%	17.2	18.8	10%

# **TAB 3**

Agenda Item 7a

**ACTION ITEM: Clipper Supplemental Agreement**

Resolution # 140924a

## **Board of Directors Meeting Agenda**

**Wednesday September 24, 2014**

**4:00pm**

**ECCTA Boardroom**

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

**Staff Report to ECCTA Board of Directors****Meeting Date:** September 24, 2014**Agenda Item:** Clipper Supplemental Agreement  
Agenda Item #7a**Lead Staff:** Steve Ponte**Approved:** Jeanne Krieg 

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**Background**

The Metropolitan Transportation Commission (MTC) entered into a contract with Cubic Transportation Systems for Clipper, the automated fare payment system in the San Francisco Bay Area. Under the contract, Cubic operates and maintains the Clipper system through November 2, 2019. ACTransit, Golden Gate Transit, BART, SF MUNI, SamTrans, VTA, CalTrain, and WETA entered into a Clipper MOU to identify their obligations relative to the implementation, operation, maintenance of the Clipper program.

The MOU permits MTC to accept additional Bay Area transit operators into the Clipper system by way of a supplemental agreement with MTC on behalf of the Clipper operators. MTC has implemented a plan to install Clipper on Tri Delta Transit in late 2015. The next step in this process is adoption of a resolution agreeing to the terms of the Clipper MOU supplemental agreement. The Supplemental Agreement will be available at the board meeting.

**Requested Action**

Adopt Resolution 140924a authorizing the CEO to sign the Supplemental Agreement to the Clipper Memorandum of Understanding, agreeing to be bound by the terms and conditions of the MOU.



# TRI DELTA TRANSIT

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

## Resolution #140924a

### RESOLUTION AGREEING TO TERMS OF CLIPPER® MEMORANDUM OF UNDERSTANDING SUPPLEMENTAL AGREEMENT

WHEREAS, Clipper® is an automated fare payment system for intra- and inter-operator transit trips in the San Francisco Bay Area that has been implemented and is currently being operated on Operators' transit systems; and

WHEREAS, the Metropolitan Transportation Commission (MTC) has entered into a contract ("the Clipper® Contract") with Cubic Transportation Systems, Inc. ("Clipper® Contractor") to operate and maintain Clipper® through November 2, 2019; and

WHEREAS, MTC, Alameda-Contra Costa Transit District ("AC Transit"); Golden Gate Bridge Highway and Transportation District ("GGBHTD"); the San Francisco Bay Area Rapid Transit District ("BART"); the City and County of San Francisco, acting by and through its Municipal Transportation Agency ("MTA"); the San Mateo County Transit District ("SamTrans"); the Santa Clara Valley Transportation Authority ("VTA"); the Peninsula Corridor Joint Powers Board ("Caltrain"); and the Water Emergency Transportation Authority ("WETA") (collectively, the "Clipper® Operators") have entered into the Clipper® Memorandum of Understanding ("MOU") to identify their obligations relative to the implementation, operation, maintenance of the Clipper® program, including payment of operating fees due the Clipper® Contractor; and

WHEREAS, Article III of the MOU permits MTC to accept additional Bay Area transit operators into the Clipper® program by means of a supplemental agreement with MTC, on behalf of itself and the Clipper® Operators, provided that MTC has issued a Change Notice to the Clipper® Contractor covering the work required to accept such operator into the system; and

WHEREAS, MTC has issued such Change Notice to the Clipper® Contractor for Eastern Contra Costa Transit Authority (ECCTA); and

WHEREAS, Eastern Contra Costa Transit Authority (ECCTA) wishes to participate in the Clipper<sup>®</sup> program and understands that agreement to abide by the terms and conditions of the MOU is a condition of such participation;

NOW THEREFORE, be it:

RESOLVED, That Eastern Contra Costa Transit Authority (ECCTA) hereby authorizes the CEO, to sign the Supplemental Agreement to the Clipper<sup>®</sup> Memorandum of Understanding, agreeing to be bound by the terms and conditions of the MOU, a copy of which is attached to this Agreement and incorporated in full.

PASSED AND ADOPTED THIS 24<sup>th</sup> day of September 2014, by the following votes:

\_\_\_\_\_  
Gene Clare, Chair

\_\_\_\_\_  
Jeanne Krieg, CEO

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTENTIONS: \_\_\_\_\_

# **TAB 4**

Agenda Item 7b  
ACTION ITEM: Mobile Lift Procurement

Resolution #140924b

## **Board of Directors Meeting Agenda**

Wednesday September 24, 2014


4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509



## **Staff Report to ECCTA Board of Directors**

**Meeting Date:** September 24, 2014  
**Agenda Item:** Mobile Lift Procurement – Agenda Item #7b  
**Lead Staff:** Ann Hutcheson  
**Approved:** Jeanne Krieg 

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### **Background**

The Rotary brand mobile lift system in the maintenance department was purchased in 2004 and no longer functions.

ECCTA budgeted the purchase of a set of four post mobile lifts using federal formula funds.

### **Process**

ECCTA received four quotes, including one from the CMAS (California Multiple Award Schedule) contract for replacing this lift system:

- |                                    |             |
|------------------------------------|-------------|
| • SterilKONI (CMAS contract)       | \$31,097.81 |
| • SEFAC                            | \$33,709.19 |
| • Air & Lube Systems, Inc.         | \$35,863.73 |
| • Challenger (from a local vendor) | \$45,153.33 |

Staff recommends the purchase of the SterilKONI four-post mobile lift system.

### **Recommendation**

Adopt Resolution # 140924b authorizing the CEO to execute and deliver a purchase order for the CMAS SterilKONI lift system for an amount not to exceed \$31,098 (includes shipping costs).



# TRI DELTA TRANSIT

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

## **RESOLUTION #140924b Mobile Lift Procurement**

**Resolution #140924b authorizes the CEO to execute and deliver a purchase order for a CMAS StertilKONI four post mobile lift system for an amount not to exceed \$31,098 which includes shipping costs, funded with federal formula funds.**

**WHEREAS, EASTERN CONTRA COSTA TRANSIT AUTHORITY'S (ECCTA's) uses mobile post lifts to perform maintenance on the bus fleet; and**

**WHEREAS, the existing mobile post lifts are at the end of their useful life; and**

**WHEREAS, the mobile post lifts will be purchased with approved funds from federal formula funds; and**

**WHEREAS, StertilKONI was the lowest responsible responsive price quote received in response to a request for price quotes by ECCTA; and**

**WHEREAS, the purchase of the mobile post lifts shall be conducted in accordance with all applicable Federal, State, and Local requirements and complies with ECCTA's purchasing procedures.**

**NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #140924b authorizing the CEO to execute and deliver a purchase order for a StertilKONI four post mobile lift system for an amount not to exceed \$31,098 which includes shipping costs.**

PASSED AND ADOPTED THIS 24<sup>th</sup> day of September 2014, by the following votes:

### **EASTERN CONTRA COSTA TRANSIT AUTHORITY**

\_\_\_\_\_  
Gene Clare, Chair

\_\_\_\_\_  
Jeanne Krieg, Chief Executive Officer

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_  
**ABSTENTIONS:** \_\_\_\_\_

# **TAB 5**

Agenda Item 7c  
ACTION ITEM: FY 14 & FY15 TCP

Resolution #140924c

## **Board of Directors Meeting Agenda**

Wednesday September 24, 2014

4:00pm

ECCTA Boardroom


801 Wilbur Avenue, Antioch, CA 94509

**Staff Report to ECCTA Board of Directors**

**Meeting Date:** September 24, 2014

**Agenda Item:** Authorization to File an Application for FTA Formula Funds Under MTC's Transit Capital Priorities (TCP) for FY15 and FY16 – Agenda Item 7c

**Lead Staff:** Tom Harais

**Approved:** Jeanne Krieg 

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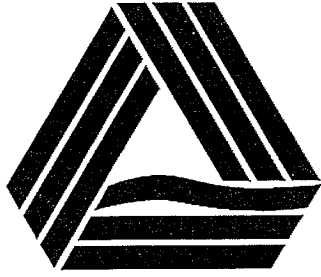
**Summary**

- MTC recently issued a call for projects in order to program anticipated future FTA Formula funds for the region. (copy attached)
- ECCTA wishes to program and eventually apply for these FTA funds to replace buses and procure communications equipment for existing and replacement buses as detailed on the attached project schedule.
- In order to program ECCTA's requests into the regional TIP and, in order to submit a federal application for these funds when they are appropriated, the authorization of the ECCTA board is required.

Resolution #140924c authorizes the Chief Executive Officer or her designee to execute and submit an allocation request for FY15 & FY16 FTA Formula Funds under MTC's TCP.

**Requested Action**

Adopt Resolution 140924c which authorizes the CEO to file an application for FTA formula program and surface transportation programs funding for transit bus replacements and communications equipment and committing the necessary local match for the projects and stating the assurance of the Eastern Contra Costa Transit Authority to complete the project.



# TRI DELTA TRANSIT

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

*FTA Section 5307, 5337, and 5339, and Surface Transportation Program Project Application*

## **RESOLUTION # 140924c**

**AUTHORIZING THE FILING OF AN APPLICATION FOR FTA FORMULA PROGRAM AND SURFACE TRANSPORTATION PROGRAMS FUNDING FOR TRANSIT BUS REPLACEMENTS & COMMUNICATIONS EQUIPMENT AND COMMITTING THE NECESSARY LOCAL MATCH FOR THE PROJECTS AND STATING THE ASSURANCE OF THE EASTERN CONTRA COSTA TRANSIT AUTHORITY (ECCTA) TO COMPLETE THE PROJECT**

**WHEREAS**, Moving Ahead for Progress in the 21st Century (MAP-21, Public Law 112-141) continues and establishes new Federal Transit Administration formula programs (23 U.S.C. §53) and continues the Surface Transportation Program (23 U.S.C. § 133);  
and

**WHEREAS**, pursuant to MAP-21, and the regulations promulgated there under, eligible project sponsors wishing to receive Federal Transit Administration (FTA) Section 5307 Urbanized Area, Section 5337 State of Good Repair, or Section 5339 Bus and Bus Facilities (collectively, FTA Formula Program) grants or Surface Transportation Program (STP) grants for a project shall submit an application first with the appropriate metropolitan transportation planning organization (MPO), for review and inclusion in the MPO's Transportation Improvement Program (TIP); and

**WHEREAS**, the successor legislation to MAP-21 is anticipated to continue authorization of the FTA and STP funding programs; and

**WHEREAS**, the Metropolitan Transportation Commission is the MPO for the San Francisco Bay region; and

**WHEREAS**, ECCTA is an eligible project sponsor for FTA Formula Program or STP funds;  
and

**WHEREAS**, ECCTA wishes to submit a grant application to MTC for funds from the FY2014-15 or FY2015-16 FTA Formula Program or STP funds, for the following project(s):

Transit Bus Replacements & Communications Equipment.

**WHEREAS**, MTC requires, as part of the application, a resolution stating the following:

- 1) the commitment of necessary local matching funds of at least 20% for FTA Formula Program funds, and 11.47% for STP funds; and
- 2) that the sponsor understands that the FTA Formula Program and STP funding is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded from FTA Formula Program or STP funds; and
- 3) the assurance of the sponsor to complete the project as described in the application, and if approved, as programmed in MTC's TIP; and
- 4) that the sponsor understands that FTA Formula Program funds must be obligated within three years of programming and STP funds must be obligated by January 31 of the year that the project is programmed for in the TIP, or the project may be removed from the program.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Eastern Contra Costa Transit Authority that ECCTA is authorized to execute and file an application for funding under the FTA Formula Program and/or Surface Transportation Program in the amount of \$6,306,860 for Transit Bus Replacements & Communications Equipment; and

**BE IT FURTHER RESOLVED** that the Board of Directors of the Eastern Contra Costa Transit Authority by adopting this resolution does hereby state that:

- 1) ECCTA will provide \$1,396,140 in local matching funds; and
- 2) ECCTA understands that the FTA Formula Program and STP funding for the project is fixed at \$6,306,860, and that any cost increases must be funded by the ECCTA from local matching funds, and that ECCTA does not expect any cost increases to be funded with FTA Formula Program and Surface Transportation Program funds; and
- 3) Transit Bus Replacements & Communications Equipment will be procured as described in this resolution and, if approved, for the amount shown in the Metropolitan Transportation Commission (MTC) Transportation Improvement Program (TIP) with obligation occurring within the timeframe established below; and
- 4) The program funds are expected to be obligated by January 31 of the year the project is programmed for in the TIP; and
- 5) ECCTA will comply with FTA requirements and all other applicable Federal, State and Local laws and regulations with respect to the proposed project; and

**BE IT FURTHER RESOLVED**, that ECCTA is an eligible sponsor of projects in the program for FTA Formula Program and STP funds; and

**BE IT FURTHER RESOLVED**, that ECCTA is authorized to submit an application for FTA Formula Program and STP funds for Transit Bus Replacements & Communications Equipment; and

**BE IT FURTHER RESOLVED**, that there is no legal impediment to ECCTA making applications for FTA Formula Program and STP 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 agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution 3866; and

**BE IT FURTHER RESOLVED** that a copy of this resolution will be transmitted to the MTC prior to MTC programming the FTA Formula Program or Surface Transportation Program funded projects in the Transportation Improvement Program (TIP); and

**BE IT FURTHER RESOLVED** that the MTC is requested to support the application for the project described in the resolution and to program the project, if approved, in MTC's TIP.

PASSED AND ADOPTED THIS 24<sup>th</sup> day of September 2014, by the following votes:

**EASTERN CONTRA COSTA TRANSIT AUTHORITY**

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Gene Clare, Chair

---

Jeanne Krieg, CEO

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_  
**ABSTENTIONS:** \_\_\_\_\_

**ECCTA Proposed  
FY15 FY16 Transit Capital Priorities Projects**

Operator Name: ECCTA  
 Contact Name: Tom Harais  
 Contact Email: [tharais@eccta.org](mailto:tharais@eccta.org)  
 Date: 8/14/2014

FY 2014-15 - FY 2015-16 Transit Capital Priorities Call for Projects															
Operator	TIP ID	Project Title	Project Description	Category	Regional Transit Capital Inventory Asset Class				Year in Service	TCP Score	Qty	Total Cost		Local Match Source	
					Element 1	Element 2	Element 3	Element 4				Federal	Local		Total
ECCTA	CC-070092	Transit Bus Replacements	Replace five, 2000 MCI 45' Series E, diesel, over the road coaches with like kind	Vehicles	Revenue	Bus - Over-the-Road Coach - 45'	Heavy-Duty, 16-year	Diesel	54	5	2000	2,488,700	546,300	3,035,000	AB664, TDA
ECCTA	CC-070092	Transit Bus Replacements	Replace twenty, 2011 Ford cutaway/vans, four year gas with like kind	Vehicles	Revenue	Cutaway - 22'	Light-Duty, 4-year	Gasoline	12	20	2011	1,410,400	309,600	1,720,000	AB664, TDA
ECCTA	new item	MTD Terminals	Thirty MDTs for paratransit fleet	Systems	ITS	(blank)	AVL	Mobile Radio		30	2015	360,000	90,000	450,000	AB664, TDA
ECCTA	new item	Bus Based Tablets	Thirty new, tablet computers for bus operator communication for FR deviation demo project in conjunction with UC PATH	Systems	ITS	(blank)	C.A. Dispatch	System		30	2015	24,000	6,000	30,000	AB664, TDA
<b>FY 2014-15 - FY 2015-16 Transit Capital Priorities Call for Projects</b>															
ECCTA	CC-070092	Transit Bus Replacements	Replace four, 2002, MCI Series D, over-the-road, 45' diesel coaches with like kind	Vehicles	Revenue	Bus - Over-the-Road Coach - 45'	Heavy-Duty, 16-year	Diesel	52	4	2002	2,023,760	444,240	2,468,000	AB664, TDA
<b>Totals</b>											6,306,860	1,396,140	7,703,000		



# **TAB 6**

Agenda Item 7d

ACTION ITEM: November 2014 Board Meeting

Resolution #140924d

## **Board of Directors Meeting Agenda**

Wednesday September 24, 2014

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

## **Staff Report to ECCTA Board of Directors**

**Meeting Date:** September 24, 2014

**Agenda Item:** November 2014 ECCTA Board of Director Meeting – Agenda Item #7d

**Lead Staff:** Jeanne Krieg 

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### **Background**

The regular meeting date and time of the ECCTA Board of Directors is the 4<sup>th</sup> 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**

- The November 2014 meeting of the ECCTA Board of Directors is scheduled for November 19<sup>th</sup>. To accommodate the Thanksgiving holiday, this was changed from the 4<sup>th</sup> Wednesday in November (11/26) to the 3<sup>rd</sup> Wednesday with the adoption of Resolution #140122b.
- The October meeting will be October 29<sup>th</sup> (celebratory event follows the board meeting).
- November 19<sup>th</sup> is three weeks after 10/29.
- Staff projections indicate there will be no pressing agenda items for the November meeting agenda.

### **Requested Action**

Adopt Resolution #140924d cancelling the November 19<sup>th</sup>, 2014 meeting of the ECCTA Board of Directors.

*Agenda Item #7d  
Eastern Contra Costa Transit Authority  
Board of Directors  
Meeting: September 24, 2014*



# TRI DELTA TRANSIT

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

**RESOLUTION #140924d  
AUTHORIZATION TO CANCEL THE NOVEMBER 2014 MEETING OF THE ECCTA  
BOARD OF DIRECTORS**

**Resolution #140924d authorizes ECCTA to cancel the November 2014 Board of Directors meeting.**

**WHEREAS**, the Eastern Contra Costa Transit Authority (ECCTA) Board of Directors meets regularly on the fourth Wednesday of each month at 4:00pm; and

**WHEREAS**, according to bylaw 3.03.01, the Board of Directors shall regularly meet on the fourth Wednesday of each month at 4:00pm or at such other dates and times as the Board of Directors shall from time to time designate; and

**WHEREAS**, 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; and

**WHEREAS**, staff requests that the November 2014 Board of Directors meeting be cancelled due to a lack of pressing agenda items:

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt resolution #140924d authorizing ECCTA to cancel the November 2014 board meeting.

PASSED AND ADOPTED THIS 24<sup>th</sup> day of SEPTEMBER 2014, by the following votes:

**EASTERN CONTRA COSTA TRANSIT AUTHORITY**

\_\_\_\_\_  
Gene Clare, Chair

\_\_\_\_\_  
Jeanne Krieg, Chief Executive Officer

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_  
**ABSTENTIONS:** \_\_\_\_\_

# **TAB 7**

Agenda Item 7e

**ACTION ITEM: East Contra Cosat Fire Protection District Vote**

## **Board of Directors Meeting Agenda**

Wednesday September 24, 2014

4:00pm


ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

## Staff Report to ECCTA Board of Directors

**Meeting Date**      September 24, 2014

**Agenda Item**      East Contra Costa Fire Protection District Ballot  
Agenda Item #7e

**Lead Staff**        Jeanne Krieg 

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### Background

The East County Fire Protection District proposes to levy a fire suppression assessment on all properties within the district's boundaries. Tri Delta Transit owns one parcel in the fire district so a ballot was presented for a vote. After the ballots were delivered, it was announced that, due to an error in data regarding fire hydrant locations, the ballots will be reissued. Due to the location of Tri Delta Transit's property in Oakley, it is anticipated that the assessment will not change from the amount shown on the ballot.

Once the new ballot is delivered, the ballot will be completed and submitted by staff on behalf of ECCTA.

### Requested Action

Direct staff on ECCTA's vote for parcel 035-282-063-3 in Oakley on the East Contra Costa Fire Protection District ballot: East County Emergency Fire Response and Prevention Assessment.

### Attached:

- The ballot (to be replaced when a new ballot is issued by the fire protection district)
- Information about the fire suppression assessment
- Notice of Public Hearing & Assessment ballot procedure (dates for hearing & ballot due date to be updated when a new ballot is issued)



Type



Weight \*9576\*



# East Contra Costa Fire Protection District Official Ballot

## East County Emergency Fire Response and Prevention Assessment

East Contra Costa Fire Protection District proposes to levy a fire suppression assessment on all properties within the district's boundaries. The assessment will generate revenue to allow ECCFPD to operate five district fire stations (numbers 52, 59, 93, 54 and 94) with forty-eight operational personnel and two administrative personnel, and fund Cal Fire staff at the Sunshine Station beyond the state-supported fire season. The assessment revenue will enable ECCFPD to maintain fire suppression and fire prevention services and response times for fire emergency calls and avoid fire station closures and firefighter layoffs. This local funding source cannot be taken by the state or county and is to be reviewed annually by mandatory audits and an independent citizens' oversight committee.

The proposed annual assessment for Assessor's Parcel Number 035-282-063-3 is \$95.76 and is proposed to be levied for a period of five years with no annual increase.

- Yes Support the fire suppression assessment of \$ 95.76
- No Oppose the fire suppression assessment of \$ 95.76

### MARK YOUR BALLOT LIKE THIS: ■■

Your ballot must be marked, signed and received by the close of the Public Hearing on October 6, 2014 or it will not be counted.

SEE REVERSE SIDE FOR INSTRUCTIONS

-----  
DETACH HERE BEFORE ENCLOSING BALLOT PORTION IN ENVELOPE -- DO NOT DISCARD THIS PORTION

Property Owner  
Signature

\_\_\_\_\_  
EASTERN CONTRA COSTA TRANSIT .



I declare under penalty of perjury under the laws of the State of California that I am entitled to complete and submit this ballot.

Parcel Number 035-282-063-3

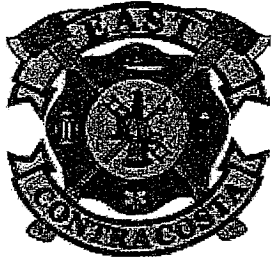
THIS ADDRESS SHOWS IN THE WINDOW OF THE RETURN ENVELOPE:

ECCFPD Ballot Proceeding  
c/o TrueBallot, Inc.  
P.O. Box 1990  
Brentwood, CA 94513-9700



EASTERN CONTRA COSTA TRANSIT .

801 WILBUR AVE  
ANTIOCH, CA 94509-7500



# INFORMATION ABOUT THE FIRE SUPPRESSION ASSESSMENT

On August 4, 2014, the Board of Directors of the East Contra Costa Fire Protection District voted to ask property owners to authorize the levy of a Fire Suppression Assessment. According to the engineer's report preliminarily approved by the District, the assessment would fund fire service by five District fire stations and one station staffed by the State's CalFire, rather than three District stations plus the one CalFire station.

## **Revenue Challenges Threaten Closure of Two East County Fire Stations**

East County property values fell during the recent recession and housing crisis. Property tax revenue for local fire and emergency response decreased 40%. In response, the East Contra Costa Fire Protection District made spending cuts including closing three fire stations, reducing the number of firefighter/EMTs and administrative staff, freezing salaries and requiring firefighter/EMTs to contribute as much as 25% of their salaries to cover pension costs. Some firefighter/EMTs have started to leave the District for more stable and better-paying jobs, requiring those who are left to cover open shifts.

When a temporary federal grant expires in November, 2014, the funding provided to operate two of the District's remaining five fire stations will stop. Under the District's adopted budgets, without access to new revenues, two of the District's five fire stations will close and 18 firefighter/EMT positions will be eliminated by December.

## **Slower Response Times Typically Mean Reduced Safety**

If the District reduces from five to three stations, nine on-duty District firefighter/EMTs will serve East County's 249 square miles and more than 100,000 residents. As set forth in the assessment engineer's report, having three District fire stations to cover the Cities of Brentwood and Oakley, the Town of Discovery Bay, the communities of Byron, Bethel Island and Knightsen, the Marsh Creek/Morgan Territory area, and all other areas within unincorporated Contra Costa County to the east of Antioch and to the southeast of Clayton, will increase average emergency fire response times in the District.

Delays may compromise public safety in the event of brush and house fires that can double in size every 30 seconds. Firefighters may need to shift their emphasis from saving a home on fire to protecting neighboring houses from spreading fire. The District's ability to respond to multiple simultaneous fires may be especially hampered.

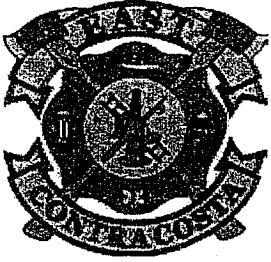
## **It Is Now Time To Decide**

Property owners in the District are asked to submit a ballot indicating whether they support or oppose the proposed Fire Suppression Assessment to pay for the continued operation of two fire stations otherwise set to close by the end of November. If the District's property owners do not protest the assessment, the funds collected could only be used to fight and prevent fires in East County, and could not be taken by the state or federal governments or be used for any other purposes.

A YES mark on the enclosed ballot would support the District's fire suppression assessment to prevent closure of two out of five fire stations and allow the District to maintain a staff of 48 firefighters.

A NO mark on the enclosed ballot would oppose the District's fire suppression assessment, leading to the closure of two fire stations and elimination of 18 firefighter positions by the end of November.

Please fill out and return your ballot by Monday, October 6 in order for it to be counted.



# QUESTIONS AND ANSWERS ABOUT A FIRE ASSESSMENT

## **How was the East Contra Costa Fire Protection District impacted by the recession?**

The District relies primarily on property tax revenue to fund operations. The recent recession and associated decrease in local property values led to a 40% decrease in funding for 9-1-1 emergency fire response in East County.

## **Why is the District proposing this Fire Suppression Assessment?**

A temporary federal grant that has kept two of our local fire stations open is set to expire on November 17, 2014. The grant cannot be renewed or extended. The Fire District has made numerous budget cuts and has evaluated all other available options for funding. Unless new revenue is secured between now and November, the District plans to close two local fire stations and 18 firefighter/EMT positions will be eliminated. This would leave 249 square miles in East County with three fire stations and nine District firefighter/EMTs on duty at any time.

## **What has the District done so far to live within its means?**

The District has closed three of its original eight local fire stations; reduced fire suppression employees from 57 to 48; frozen salaries from 2007 until 2012; reduced administrative employees from 4 to 2; and sold surplus equipment. Additionally, local firefighter/EMTs contribute up to 25% of their salaries to pay for pensions and healthcare and are paid approximately 40% less than those in nearby fire departments. Further, the District has reduced the pension benefits new employees are entitled to receive upon retirement and extended the term of service required to qualify for pension benefits. In addition, the District no longer picks up any part of employee contributions to the pension system.

## **How would further service reductions impact emergency response times?**

If two fire stations close and 18 firefighter/EMT positions are eliminated, 9-1-1 emergency fire response times to portions of East County could increase to 15 minutes or more. Fires can double in size every 30 seconds.

## **What would this Fire Suppression Assessment fund?**

- Maintaining the number of on-duty firefighting personnel
- Preventing local fire stations closures

## **How can I be sure these funds will be spent wisely?**

The proposed Fire Suppression Assessment would include fiscal accountability features, including:

- All funds can only be spent on fire suppression and prevention in East County
- No funds can be taken by the state or other agencies or be spent on any other purposes
- Annual audits and reports to the community

## **What if I have other questions?**

For more information about this proposed assessment please call (888) 854-3190.



# NOTICE OF PUBLIC HEARING AND ASSESSMENT BALLOT PROCEDURE

## EAST CONTRA COSTA FIRE PROTECTION DISTRICT EAST COUNTY EMERGENCY FIRE RESPONSE AND PREVENTION ASSESSMENT

### NOTICE OF PUBLIC HEARING

This notice informs you, as the record owner of property within the proposed East County Emergency Fire Response and Prevention Assessment (the "Fire Suppression Assessment District"), that the East Contra Costa Fire Protection District will be conducting a Public Hearing pursuant to the provisions of the Fire Suppression Assessment Law, Article XIII D of the Constitution of the State of California and the Proposition 218 Omnibus Implementation Act.

The Public Hearing is hereby scheduled to be held at the City of Oakley City Council Chambers, 3231 Main Street, Oakley, California on:

**October 6, 2014, at 10:00 a.m.**

or as soon thereafter as the matter may be heard. All interested persons are invited to attend and express opinions on the matter of the proposed Fire Suppression Assessment District.

### RIGHT TO SUBMIT ASSESSMENT BALLOT

Property Owners of record who desire to submit an assessment ballot must mail or personally deliver a completed assessment ballot, provided, however, all assessment ballots must be received by the Board of Directors prior to the close of the Public Hearing to be counted. An assessment ballot and return envelope are enclosed with this Notice.

**All assessment ballots must be received by the Board of Directors before the conclusion of the Public Hearing shown above. The mailing address is:**

ECCFPD Ballot Proceeding  
c/o TrueBallot, Inc.  
P.O. Box 1990  
Brentwood, CA 94513-9700

### ASSESSMENT INFORMATION

**Boundaries of the District:** The Fire Suppression Assessment District is located in eastern Contra Costa County. The boundaries of the District include all property within the East Contra Costa Fire Protection District ("ECCFPD") boundary. A copy of the Assessment Diagram for the Fire Suppression Assessment District is included in the Engineer's Report, a copy of which is available at the office of the Secretary of the District or online at [www.eccfpd.org](http://www.eccfpd.org).

**Total Proposed Fiscal Year 2015/16 Maximum Assessment for the Entire District:** \$4,074,209.70

**Your Proposed Maximum Assessment for Fiscal Year 2015/16:** The proposed maximum Fiscal Year 2015/16 assessment for your property is shown on the enclosed assessment ballot.

**Duration of Proposed Assessment:** The proposed assessment for the Fire Suppression Assessment District will be levied for a period of five years beginning with Fiscal Year 2015/16 and will continue through Fiscal Year 2019/20.

**Cost of Living Inflation:** The Maximum Fire Suppression Assessment is not subject to a cost of living inflation.

**Reasons for the Proposed Assessment:** The proposed assessment will generate revenue for ECCFPD to operate five fire stations (numbers 52, 59, 93, 54 and 94) with forty-eight operational personnel and two administrative personnel, along with funding Cal Fire staff at the Sunshine Station beyond the state-supported fire season.

**Basis of Proposed Assessment:** The method of apportionment of the proposed assessment is based upon the proportionate special benefit received from the services and conferred upon the property within the Fire Suppression Assessment District over and above the general benefit conferred upon the public at large. All assessable parcels within the proposed Fire Suppression Assessment District receive special and direct benefit from the services provided. Only parcels that receive direct special benefit are assessed, and each parcel is assessed in proportion to the estimated benefit received.

The factors which determine the proportional Fire Suppression Assessment for each parcel within the Fire Suppression Assessment District are Fire Flow (the amount of water available at a specific pressure to put out a fire, based on building square footage, existence of fire sprinklers and property use), Flow Duration (the number of hours Fire Flow is required, based on building square footage and property use) and Protection (determined by the distance each parcel is from a fire station and a fire hydrant). Adjustments are made for parcels in the Sunshine Station response area and wildland parcels in a State Responsibility Area.

Fire Flow Benefit Points	+	Flow Duration Benefit Points	+	Increase to Fire Flow Benefit Points based on Land Use	+	Protection Benefit Points	=	Benefit Points Subtotal
--------------------------	---	------------------------------	---	--	---	---------------------------	---	-------------------------

Benefit Points Subtotal	X	Special Benefit Adjustment	=	Total Benefit Points
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A complete description of the method of assessment is described in the Engineer's Report, a copy of which is available at the office of the Secretary of the District or online at [www.eccfpd.org](http://www.eccfpd.org).

**ASSESSMENT BALLOTING PROCEDURES**

Upon completion, please fold and insert the assessment ballot into the return envelope and seal the envelope. Make sure that you sign and mark your assessment ballot. Mail the completed, signed and sealed ballot to the address shown on the bottom portion of the ballot pursuant to the enclosed instructions regarding submission of assessment ballot. You may also deliver the completed, signed and sealed ballot during the Public Hearing scheduled for October 6 at 10:00 a.m., as set forth above.

The Board of Directors will consider approving the Fire Suppression Assessment District and imposing the annual assessment as described above and on the enclosed assessment ballot if there is no majority protest. A majority protest exists if the assessments represented by ballots submitted in opposition exceed those submitted in favor of the assessment. All returned ballots are tabulated and weighted according to the financial obligation of each particular parcel.

**THE PROPOSED ANNUAL ASSESSMENT AS DESCRIBED IN THIS NOTICE, IF APPROVED, WILL APPEAR EACH YEAR ON YOUR PROPERTY TAX BILL.**

**QUESTIONS REGARDING THESE PROCEEDINGS**

For information relating to the proposed assessment, the public hearing or the ballot procedure, or to request a replacement ballot, please contact:

TrueBallot or Fire Chief Hugh Henderson at 888-854-3190

Requests for replacement ballots must be received by TrueBallot by October 1, 2014 at 3PM. A replacement ballot may also be obtained at the Public Hearing on October 6, 2014.

# **TAB 8**

Agenda Item 7f

**ACTION ITEM: Member at Large Appointment**

## **Board of Directors Meeting Agenda**

**Wednesday September 24, 2014**

**4:00pm**

**ECCTA Boardroom**

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

## **Staff Report to ECCTA Board of Directors**

**Meeting Date:** September 24, 2014

**Agenda Item:** Board of Directors Member-at-Large Appointment  
Agenda Item 7f

**Lead Staff:** Jeanne Krieg

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When the previous Board Member-at-Large, Joe Tovar, announced his intention to resign halfway into his two-year term, ECCTA's Board of Directors conducted a process to select an individual to serve the remainder of the Director-at-Large term that ends December 31, 2014. Seventeen applications were submitted and, after screening and interviewing, Ken Gray was selected.

Director Gray's term ends December 31, 2014. There is no limit on the number of terms a Director may serve meaning the Board of Directors can re-appoint Ken Gray to a two-year term ending December 31, 2016, if desired. Director Gray has expressed a desire to continue serving on the Eastern Contra Costa Transit Authority Board of Directors.

**Requested Action:**

Appoint Ken Gray as the ECCTA Board of Directors Member-at-Large for the term 1/1/15 – 12/31/16.