

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 August 22nd, 2018

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 Diane Burgis
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 Diane Burgis

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 July 25, 2018
- b. Financial Report
- c. Marketing Activities Report

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

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

- a. **Operations Report** (*see attachment: tab #2*)
- b. **Status Report:** 2018 Seafood Festival Shuttle
- c. **Status Report:** Staffing

Board of Directors:

City of Antioch
Lamar Thorpe
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 2018-19

** Vice-chair: FY 2018-19

**Board of Directors Meeting Agenda
Wednesday August 22nd, 2018**

7. ACTION AND DISCUSSION ITEMS

a. ACTION ITEM: Disposal of Buses

(see attachment: tab #3)

Requested Action: Adopt Resolution #180822 which supersedes Resolution #180627b authorizing staff to dispose of seventeen paratransit buses, eight MCI buses, and one Gillig bus.

b. ACTION ITEM: Board of Directors Director-at-Large Appointment

(see attachment: tab #4)

Requested Action: Choose the desired action to fill the Director-at-Large position for the term January 1, 2019 – December 31, 2020.

c. DISCUSSION ITEM: Means Based Fare Discount Program

(see attachment: tab #5)

No Action Requested

8. CLOSED SESSION: Adjourn to Closed Session:

Public Employee Performance Evaluation – Government Code §54957.6 Title:
Chief Executive Officer

9. RETURN TO OPEN SESSION: Report, if any

- a. Possible Action Item:** Consider a 2.5% salary increase for the Chief Executive Officer

10. 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.

11. Adjourn

Next Meeting: October 31, 2018 at 4:00pm, 801 Wilbur Avenue, Antioch, CA 94509

NOTE: During the January 24th, 2018 meeting, the ECCTA Board of Directors adopted the following meeting schedule for the 4th quarter of 2018:

- September: cancelled
- October: rescheduled from the 4th Wednesday (October 24th) to the 5th Wednesday (October 31st)
- November and December: combined to December 12th

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 August 22, 2018

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

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

MINUTES

July 25, 2018

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

ROLL CALL / CALL TO ORDER

PRESENT: Federal Glover (Contra Costa County); Ken Gray (Member-at-Large); Doug Hardcastle (Oakley); Pete Longmire (Pittsburg); Kevin Romick (Oakley); Lamar Thorpe (Antioch); Monica Wilson (Antioch); Robert (Bob) Taylor (Brentwood/Vice Chair); and Diane Burgis (Contra Costa County/Chair)

ABSENT: Merl Craft (Pittsburg); and Barbara Guise (Brentwood)

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

OTHERS

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

PLEDGE OF ALLEGIANCE

Director Hardcastle led the Pledge of Allegiance.

PUBLIC COMMENT

Chair Burgis acknowledged the receipt of correspondence from the Antioch Senior Citizens' Club describing some ongoing issues of concern with Tri Delta Transit's Dial-a-Ride service.

JUDY MORSEEN, Antioch, President of the Senior Citizens' Club, thanked the Board for the service provided to seniors but spoke to some of the issues detailed in the letter related to late pick-ups, inability for some seniors to be delivered on time for scheduled classes, lunch, and other time-sensitive activities at the Senior Center, along with occasions when scheduled pick-ups were not made at all.

Ms. Morseen described some of the inconveniences involved, stated that oftentimes the lunch was the only hot meal available to some seniors, and emphasized the importance of seniors being able to socialize with others.

Ms. Krieg explained that Tri Delta Transit had partnered with Uber, Lyft, or United Taxi as an alternative to Dial-a-Ride; the new mobile ticketing app had made it easier for seniors to schedule rides; and new scheduling software had been installed which had improved productivity. While there had been some difficulty securing drivers that was being addressed through First Transit.

GUSSIE ROWE, Antioch, liked the opportunities offered by Uber and Lyft but noted that most seniors did not have smart phones to be able to use the available apps.

CHAIR'S REPORT

Chair Burgis referred to the CEO Performance Evaluation form submitted to each Director, requested the return of the form by August 17, and advised that the performance evaluation would be discussed at the next meeting on August 22. Electronic copies of the form were requested by members of the Board.

Chair Burgis reported that Director Barbara Guise had a health issue in July and had been hospitalized, although she was expected to be available at the next meeting.

CONSENT CALENDAR

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

- A. Minutes of the Board of Directors meeting of June 27, 2018
- B. Financial Report
- C. Marketing Activities Report

AYES: Glover, Gray, Hardcastle, Longmire, Romick, Taylor, Thorpe, Wilson, and Burgis

NOES: None

ABSTAIN: None

ABSENT: Craft and Guise

CHIEF EXECUTIVE OFFICER'S REPORT

- A. Operations Report

Chief Executive Officer (CEO) Jeanne Krieg reported that the two electric BYD buses had been delivered and were being prepared for service. Two electric Proterras, which had previously been delivered, were being tested to determine their actual range.

Ms. Krieg also reported that customers continued to provide great feedback on the changes associated with the eBART station opening and how to better meet their transportation needs, and improvements were expected to be implemented on September 30. The Microtransit demonstration project, a cross between fixed route and an Uber-type service, would focus on the neighborhoods to the south of Antioch and Bay Point BART stations, which should help with parking issues. Implementation was planned for October 1.

Ms. Krieg added that she and COO Steve Ponte had met with representatives of UC Berkeley's PATH program, Caltrans, and the Contra Costa Transportation Authority (CCTA) to discuss Phase II of the IDTO (Integrated Dynamic Transit Operations), a project funded by Caltrans and developed by UC Berkeley graduate students, working with Tri Delta Transit to develop a program to better meet the needs of suburban transit, particularly related to transferring to connecting routes. A cutting operation, she noted that Tri Delta Transit was getting international recognition as part of that program. Phase 2 would continue through 2020.

Ms. Krieg explained that he had been campaigning for the American Public Transportation Association (APTA) Vice Chair position, which had been going well. Since the Nominating Committee would meet on August 17, the results would be known that day.

In other activities, the Mobile Ticketing project was underway, an app that allowed customers to download bus tickets and passes on smart phones, and paratransit customers would be able to use a key fob, necklace, or wristband as a mobile ticket. Feedback had been positive although some seniors were having a hard time with it and some wanted their paper ticket after purchasing a mobile ticket. Sales were growing every day; 104 had been sold during the first three weeks including six 31-day passes.

With respect to the previously discussed sale of retired buses to members of the JPA for \$5, Ms. Krieg advised that the City of Pittsburg PAL program had purchased one bus, the City of Antioch Parks & Recreation Department indicated a desire to purchase one, and the City of Brentwood would be looking at the buses next week. She noted that Brentwood had some pretty aggressive plans. Once all JPA interest had been exhausted, there would be an auction of the remaining buses.

Ms. Krieg reported that the APTA Annual Meeting would be from September 12 to 26 and Directors Longmire, Wilson, Thorpe, Gray, Taylor, and Burgis had signed up to attend.

Given the recent retirement of Chief Financial Officer (CFO) Tom Harais and the pending retirement of Director of Administrative Services Ann Hutcheson, Ms. Krieg described the opportunity to move some positions around and reassign particular tasks. She would soon start recruiting for some of the new positions with a name change from the CFO to Controller, and from the Director of Administrative Services to Manager of Administrative Services. She noted that the new plan presented at the last meeting would establish a sustainable succession plan that would carry the agency through the next two decades.

In other matters, fixed route ridership continued to be below last year but efficiencies looked good in terms of billable hours, salaries and benefits, and parts. The fiscal year ended at 98 percent of the budget.

B. Status Report: 2018 Seafood Festival Shuttle

Ms. Krieg reported that things were going well, with continuing communication with the Pittsburg Chamber of Commerce, and advertising signs would be going on the buses. She added it had been made clear to the Chamber that Tri Delta Transit was not responsible for marketing the Seafood Festival.

C. CEO Travel 2018-19

Ms. Krieg presented her annual report on travel, most of which had been associated with full-fledged conferences. Many meetings had been held by teleconference or webinar.

ACTION AND DISCUSSION ITEMS

A. Electric Bus Charging Stations

Ms. Krieg stated that Tri Delta Transit would be adding to the electric bus need over the next couple of years and since electric buses required charging there were some funds available from the grant that would allow additional bus charging stations. She sought approval of a resolution to allow the purchase of two electric bus charging stations from Proterra in the amount of \$280,000, which included shipping and installation.

Director Hardcastle verified that all four electric buses were on site, there were currently four charging stations, and future bus purchases would depend on funding.

Chief Operating Officer (COO) Steve Ponte reported that ECCTA was applying for a grant to add two more electric buses, which the two new state-of-the-art chargers would accommodate. The grant would be a "use it or lose it" opportunity.

On motion by Director Longmire, seconded by Director Thorpe, ECCTA Boardmembers adopted Resolution 180725a which authorizes the CEO to execute and deliver a purchase order to Proterra, Inc. for an amount not to exceed \$280,000 for the purchase of two electric bus charging stations, carried by the following vote:

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

B. Driver Exchange Cars

Ms. Krieg advised that Tri Delta Transit had five driver exchange cars, which were required to transport drivers to their designated driver exchange locations at the beginning and ending of a shift. There had been six cars, although one had been stolen, and there was a need to replace five of the existing cars along with the stolen car. Funds were available through a use it or lose it grant.

Director Thorpe verified that the cars were gasoline powered, and Mr. Ponte explained that the exchange vehicles put on a lot of miles and if anything a hybrid would be required; the issue was cost, and the proposal would offer the maximum number of cars for the amount of money available.

Ms. Krieg added that an electric car had been proposed for staff.

Director Longmire verified with Mr. Ponte that pursuing pure electric vehicles would require \$150,000 for the infrastructure, who noted that hybrid cars were in the \$47,000 range. While that might be planned in the future, current funding would allow only what had been proposed given the use it or lose it grant.

On motion by Director Romick, seconded by Director Hardcastle, ECCTA Boardmembers adopted Resolution 180725b which authorizes the CEO to execute and deliver a purchase order to the State of California Department of General Services Procurement Division for an amount not to exceed \$150,000 for the purchase of six driver exchange cars, carried by the following vote:

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

C. FTA Triennial Audit

Ms. Krieg presented the final report from the Federal Transit Administration (FTA) Triennial Audit where 20 different areas had been evaluated and where 17 areas had shown no problem. Deficiencies were all in the financial areas. Systems had been put in place to address every comment and suggestion, the required document had been sent to the FTA, and none had been serious.

BOARD OF DIRECTORS COMMENTS

Director Taylor referred to a potential parking lot for BART parking in Brentwood that could help address the BART parking issues.

Director Gray commented that the decline in ridership was a nationwide trend.

Ms. Krieg referred to some of the issues related to the decline given the economy; people working from home; changes in trends; Uber, Lyft, and electric scooters; cheap gas; and car share operations.

Director Romick added that autonomous vehicles would continue to feed the decline.

ADJOURNMENT

Chair Burgis adjourned the meeting of the Eastern Contra Costa Transit Authority at 4:40 P.M. to August 22, 2018 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 July 31, 2018
(unaudited)

	YTD Actual			YTD Budget			YTD Variance favorable/(unfavorable)			FY18 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	\$ 216,005	\$ 174,968	\$ 41,037	\$ 213,470	\$ 180,101	\$ 33,369	\$ 2,535	\$ (5,133)	\$ 7,668	\$ 2,765,569	\$ 2,368,069	\$ 397,500	8%	7%	10%
Other Income	\$ 10,508	\$ -	\$ 10,508	\$ -	\$ -	\$ -	\$ 10,508	\$ -	\$ 10,508	\$ 235,000	\$ 85,000	\$ 150,000	4%	-	7%
<i>Total Operating Revenues:</i>	<i>\$ 226,513</i>	<i>\$ 174,968</i>	<i>\$ 51,545</i>	<i>\$ 213,470</i>	<i>\$ 180,101</i>	<i>\$ 33,369</i>	<i>\$ 13,043</i>	<i>\$ (5,133)</i>	<i>\$ 18,176</i>	<i>\$ 3,000,569</i>	<i>\$ 2,453,069</i>	<i>\$ 547,500</i>	<i>8%</i>	<i>7%</i>	<i>9%</i>
OPERATING EXPENSES															
Purchased Transportation	\$ 1,032,822	\$ 812,199	\$ 220,623	\$ 1,020,794	\$ 757,600	\$ 263,194	\$ (12,028)	\$ (54,599)	\$ 42,571	\$ 12,142,672	\$ 9,030,500	\$ 3,112,172	9%	9%	7%
Materials and Supplies	\$ 255,567	\$ 211,985	\$ 43,582	\$ 266,283	\$ 218,133	\$ 48,150	\$ 10,716	\$ 6,148	\$ 4,568	\$ 3,168,000	\$ 2,593,000	\$ 575,000	8%	8%	8%
Salaries & Benefits	\$ 321,427	\$ 296,333	\$ 25,094	\$ 347,176	\$ 302,043	\$ 45,133	\$ 25,749	\$ 5,710	\$ 20,039	\$ 4,168,112	\$ 3,624,517	\$ 543,595	8%	8%	5%
Services	\$ 69,738	\$ 64,558	\$ 5,180	\$ 70,830	\$ 56,667	\$ 14,163	\$ 1,092	\$ (7,891)	\$ 8,983	\$ 850,000	\$ 680,000	\$ 170,000	8%	9%	3%
Other	\$ 32,357	\$ 30,314	\$ 2,043	\$ 31,200	\$ 30,090	\$ 1,110	\$ (1,157)	\$ (224)	\$ (933)	\$ 407,000	\$ 392,050	\$ 14,950	8%	8%	14%
Casualty and liability insurance	\$ 40,923	\$ 39,877	\$ 2,046	\$ 75,276	\$ 69,041	\$ 6,235	\$ 34,353	\$ 30,164	\$ 4,189	\$ 549,975	\$ 513,869	\$ 36,106	7%	8%	6%
Utilities	\$ (2,266)	\$ (2,190)	\$ (76)	\$ 19,751	\$ 18,763	\$ 988	\$ 22,017	\$ 20,953	\$ 1,064	\$ 204,367	\$ 194,148	\$ 10,219	-1%	-1%	-1%
Taxes	\$ 4,929	\$ 4,132	\$ 797	\$ 5,100	\$ 4,380	\$ 720	\$ 171	\$ 248	\$ (77)	\$ 22,460	\$ 19,168	\$ 3,292	22%	22%	24%
<i>Total Operating Expenses:</i>	<i>\$ 1,755,497</i>	<i>\$ 1,456,208</i>	<i>\$ 299,289</i>	<i>\$ 1,836,410</i>	<i>\$ 1,466,717</i>	<i>\$ 379,693</i>	<i>\$ 80,913</i>	<i>\$ 509</i>	<i>\$ 80,404</i>	<i>\$ 21,510,586</i>	<i>\$ 17,047,252</i>	<i>\$ 4,463,334</i>	<i>8%</i>	<i>9%</i>	<i>7%</i>
NON-OPERATING REV															
Federal Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 960,734	\$ 408,649	\$ 552,085			
State Funds	\$ -	\$ -	\$ -	\$ 1,550,397	\$ 1,204,156	\$ 346,241	\$ (1,550,397)	\$ (1,204,156)	\$ (346,241)	\$ 12,911,582	\$ 10,373,129	\$ 2,538,453			
Local Funds	\$ -	\$ -	\$ -	\$ 72,127	\$ 72,127	\$ -	\$ (72,127)	\$ (72,127)	\$ -	\$ 2,046,952	\$ 1,122,656	\$ 924,296			
Inter-Operator Agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,685,749	\$ 2,685,749	\$ -			
Interest & Other Misc Income	\$ 1,001	\$ 945	\$ 56	\$ 416	\$ 333	\$ 83	\$ 585	\$ 612	\$ (27)	\$ 5,000	\$ 4,000	\$ 1,000	20%	24%	6%
<i>Total Non-operating Revenues:</i>	<i>\$ 1,001</i>	<i>\$ 945</i>	<i>\$ 56</i>	<i>\$ 1,622,940</i>	<i>\$ 1,276,616</i>	<i>\$ 346,324</i>	<i>\$ (1,621,939)</i>	<i>\$ (1,275,671)</i>	<i>\$ (346,268)</i>	<i>\$ 18,510,017</i>	<i>\$ 14,594,183</i>	<i>\$ 3,915,834</i>	<i>0%</i>	<i>0%</i>	<i>0%</i>
EXCESS REV/(EXP)	\$ (1,527,983)	\$ (1,280,295)	\$ (247,688)	\$ -	\$ -	\$ -	\$ (1,527,983)	\$ (1,280,295)	\$ (247,688)	\$ -	\$ -	\$ -			

Agenda Item #5b
Eastern Contra Costa Transit Authority
Board of Directors Meeting
August 22, 2018

Staff Report to ECCTA Board of Directors

Meeting Date: August 22, 2018

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

Lead Staff: Mike Furnary, Director of Marketing

Approved: Jeanne Krieg, Chief Executive Officer 

School Registration Communication

Provided 2018-2019 school-specific transit information for high schools and middle schools in Brentwood, Antioch, Oakley, Pittsburg, as well as Mt. Diablo High School in Concord. Hard copy information was provided as takeaways during walkthrough registration in addition to an online format.

Mobile Ticket App Promotion

The mobile ticket application promotion continues to attract new subscribers. To date, the promotion has generated over 400 downloads.

New Schedule Feedback and Revision

Customer feedback about the recent schedule changes was gathered for the September 30 schedule revision. The communications plan and campaign includes:

- Notices at multiple bus stop locations
- Website banner/click thru page
- Website pop up on main website and mobile site
- Social media campaign
- Email and text alert campaign
- Press releases sent to Press Newspapers, East Bay Times, Eastcountytimes.net, 511 Contra Costa, 511.org, County Connection, WestCat, and Wheels
- Take One on-board newsletter

Seafood Festival Shuttles: Coordination/Promotion

Work with Pittsburg Chamber of Commerce continued to coordinate shuttle service to the Seafood Festival in September. Tri Delta Transit is actively promoting shuttle service to the event online via Tri Delta Transit's website and through social media.

Back to School Night

An information table will be staffed at the annual back to school event at Dallas Ranch Middle School in Antioch. Transportation options will be available for parents and students.

Ongoing Marketing Programs

- Social media posting and communications
- 2-for-1 tickets on Route 300 (subsidized by 511 Contra Costa)
- Take One on-board newsletter
- Gatekeeper quarterly newsletter

Planned Marketing/Communications Activities

- Mobile ticket targeted email marketing campaign
- Development of real time bus location feature for mobile app and website
- Advertising creative development per 2018-2020 Marketing Plan
- New Route 384 promotion/direct mail
- High-density housing direct mail
- ELERTS instructional video

TAB 2

Agenda Item 6a
CEO's REPORT: Operations Report

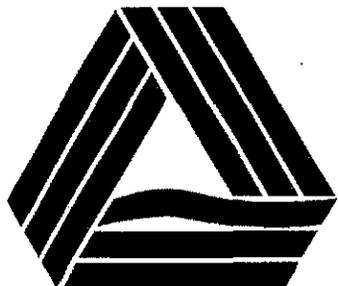
Board of Directors Meeting

Wednesday August 22, 2018

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Chief Executive Officer's Report

August 2018



TRI DELTA TRANSIT

ECCTA Executive Team

Jeanne Krieg
Chief Executive Officer

Steve Ponte
Chief Operating 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:

- The organizational chart presented to the Board of Directors is being implemented to address the sudden retirement of former Chief Financial Officer Tom Harais, the retirement of ECCTA's long-time bus stop amenity contractor, and the announced retirement of Director of Administrative Services Ann Hutcheson whose last day will be January 3, 2019. Once the openings are considered by existing staff, the remaining positions will be posted externally.
- A service change responding to many customer requests and comments associated with the eBART station opening is being planned and will be implemented September 30th.
- We celebrated our Safety Employees of the Year: Receiving Clerk Mike Gonsalves and Mechanic Anthony Fernandez.
- Our two summer interns Zamiah Shook and Neil Perez are nearing the end of their MTC-sponsored summer internship. Both did quite well and were assets to Tri Delta Transit over the summer.
- Plans are being developed for the APTA Annual Conference. It will be in Nashville September 23-26.
- The mobile ticketing app was introduced to our customers. Response has been positive – over 400 individuals have subscribed.
- Tri Delta Transit's new program, *Mobility on Demand*, continues to be very successful. Over 600 have signed up to participate. Customer comments have been positive and trip costs are proving to be a savings to ECCTA.
- Phase II of the UC Berkeley PATH Integrated Dynamic Transit Operations system demonstration project that uses Tri Delta Transit as the subject began. CCTA is overseeing the Caltrans-funded project that will demonstrate Transit Connect, Dynamic Dispatch, and Dynamic Rideshare in east county.

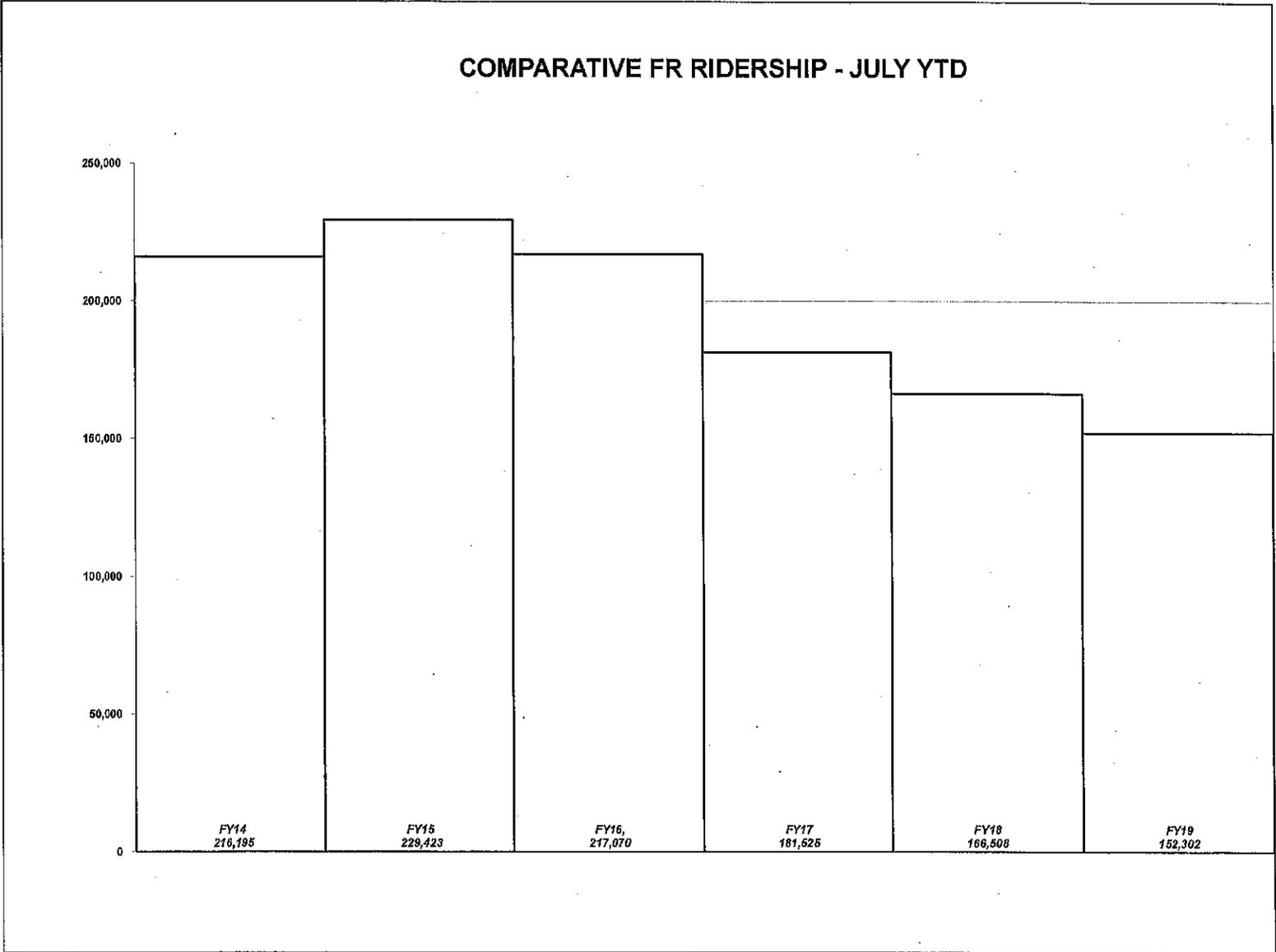
Pending:

- 2018 Pittsburg Seafood Festival Shuttle
- Mobile Emergency Operations Center construction
- Microtransit demonstration project
- Mobility on Demand demonstration project
- Mobile ticketing app implementation and group discount program
- Facility auction (September 2018)
- Service to Brentwood LMC campus (2019)
- Antioch Park & Ride lot construction
- Oakley Park & Ride lot construction
- Federal grants

*Agenda Item #6a
Eastern Contra Costa Transit Authority
Board of Directors Meeting
August 22, 2018*

TRI DELTA TRANSIT

COMPARATIVE FR RIDERSHIP - JULY YTD



EASTERN CONTRA COSTA TRANSIT AUTHORITY KEY PERFORMANCE INDICATORS BY SERVICE

								YTD COMPARISON		
	Actual					Budget	18/19B	Actual		% ▲
	13/14	14/15	15/16	16/17	17/18	18/19	%	Jul-17	Jul-18	
DIAL-A-RIDE										
PASSENGERS										
Total DAR Trips Provided	131,476	133,769	131,917	133,406	125,558	124,604	-1%	10,400	10,337	-1%
Average Weekday Ridership	471	487	489	498	469	464	-1%	479	462	-4%
Average Sat Ridership	180	163	118	107	105	108	2%	109	86	-22%
Average Sun/Hol Ridership	68	63	49	47	47	48	2%	45	48	6%
Average Passengers/Hour (wklys DAR Only)	2.3	2.4	2.5	2.9	2.9	2.9	-1%	2.8	3.3	19%
CUSTOMER SERVICE										
Ride Refusals / Day	0.0	0.0	0.0	0.0	0.0	0.0	-100%	0.0	0.0	0%
Customer Complaints	0.071%	0.103%	0.114%	0.382%	0.486%	0.250%	-48%	0.490%	0.426%	-13%
On Time Performance	89%	87%	85%	81%	85%	90%	37%	80%	56%	-30%
MAINTENANCE										
Gallons of Fuel Consumed	145,043	138,528	135,809	131,936	122,057	122,772	1%	11,018	9,953	-10%
Miles Between Preventable Accidents	244,390	162,293	159,143	153,397	207,048	200,000	-3%	68,975	66,046	-4%
Miles Between Road calls	61,109	139,113	190,963	919,507	276,017	100,000	-64%	68,975	66,046	-4%
COST RATIOS										
Farebox Recovery Ratio	10%	10%	10%	11%	10%	9%	-15%	6%	14%	114%
\$/Gal Fuel	\$ 3.67	\$ 3.09	\$ 2.59	\$ 2.57	\$ 3.21	\$ 3.00	-7%	\$ 2.52	\$ 4.06	61%
Operating Cost/Passenger	\$ 35.25	\$ 34.18	\$ 34.41	\$ 29.15	\$ 29.68	\$ 35.82	21%	\$ 32.22	\$ 28.95	-10%
Operating Cost/Revenue Hour	\$ 68.75	\$ 69.81	\$ 72.26	\$ 73.97	\$ 80.33	\$ 95.04	18%	\$ 84.97	\$ 87.22	3%
Operating Cost/Revenue Mile	\$ 5.76	\$ 5.74	\$ 5.85	\$ 5.18	\$ 5.38	\$ 6.72	25%	\$ 5.79	\$ 5.59	-4%
FIXED ROUTE										
PASSENGERS										
Total FR Trips Provided	2,832,264	2,806,028	2,574,864	2,344,985	2,232,469	2,321,636	4%	166,508	152,302	-9%
Average Weekday Ridership	9,930	9,794	8,999	8,230	7,886	8,238	4%	7,020	6,344	-10%
Average Sat Ridership	3,464	3,498	3,061	2,715	2,490	2,450	-2%	2,488	2,119	-15%
Average Sun/Hol Ridership	2,692	2,787	2,501	2,236	2,087	2,140	3%	2,278	1,767	-22%
Average Passengers/Hour	19.0	19.2	17.8	16.1	14.7	15.4	5%	13.7	12.0	-12%
CUSTOMER SERVICE										
Customer Complaints	0.009%	0.009%	0.009%	0.025%	0.025%	0.025%	-2%	0.025%	0.028%	0%
On Time Performance	92%	92%	92%	82%	83%	90%	8%	87%	64%	-4%
MAINTENANCE										
Gallons of Fuel Consumed	603,013	600,072	606,378	584,879	575,568	534,257	-7%	42,086	46,069	10%
Miles Between Preventable Accidents	110,754	98,066	97,469	117,465	145,522	100,000	-31%	201,080	207,570	3%
Miles Between Road calls	67,664	41,553	27,690	21,084	19,951	50,000	151%	22,342	207,570	829%
COST RATIOS										
Farebox Recovery Ratio	18%	18%	18%	16%	13%	14%	0%	13%	12%	-6%
\$/Gal Fuel	\$ 3.48	\$ 2.77	\$ 1.96	\$ 2.07	\$ 2.30	\$ 2.65	15%	\$ 2.20	\$ 2.85	30%
Operating Cost/Passenger	\$ 5.58	\$ 5.54	\$ 5.96	\$ 6.93	\$ 7.56	\$ 7.34	-3%	\$ 8.25	\$ 9.56	16%
Operating Cost/Revenue Hour	\$ 105.76	\$ 106.36	\$ 106.33	\$ 111.83	\$ 111.07	\$ 113.24	2%	\$ 112.58	\$ 115.09	2%
Operating Cost/Revenue Mile	\$ 7.71	\$ 7.62	\$ 7.49	\$ 7.98	\$ 8.19	\$ 8.95	9%	\$ 8.18	\$ 9.08	11%

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

TOTAL PASSENGER TRIPS													
ROUTE											YTD COMPARISON		
	13/14	% Chg.	14/15	% Chg.	15/16	% Chg.	16/17	% Chg.	17/18	% Chg.	Jul-17	Jul-18	% Chg.
200	55,914	1%	54,167	-3%	48,866	-10%	44,467	-9%	40,568	-9%	3,380	2,751	-19%
201	124,289	4%	112,116	-10%	116,301	4%	117,839	1%	115,491	-2%	7,440	7,602	2%
300	328,582	13%	353,802	8%	340,127	-4%	351,131	3%	323,694	-8%	26,260	7,119	-73%
379	6,759	-56%	3,223	-52%	3,659	14%	2,407	-34%	2,358	-2%	0	0	N/A
380	682,650	0%	666,704	-2%	606,012	-9%	552,671	-9%	510,333	-8%	35,500	35,595	0%
381	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	51,256	N/A	N/A	8,547	N/A
383	32,073	-8%	30,200	-6%	25,830	-14%	21,936	-15%	21,987	0%	920	2,751	199%
384	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3,366	N/A	N/A	3,276	N/A
385	70,974	16%	68,013	-4%	66,045	-3%	54,207	-18%	55,316	2%	3,160	3,927	24%
386	1,902	-12%	1,583	-17%	1,507	-5%	1,398	-7%	1,104	-21%	0	N/A	N/A
387	264,036	1%	257,944	-2%	233,185	-10%	198,990	-15%	180,733	-9%	13,720	14,637	7%
388	400,190	9%	370,128	-8%	327,585	-11%	287,820	-12%	265,449	-8%	19,400	19,656	1%
389	53,068	0%	51,480	-3%	45,836	-11%	40,557	-12%	41,396	2%	3,440	4,011	17%
390	72,054	5%	71,211	-1%	70,022	-2%	71,431	2%	70,019	-2%	5,420	2,835	-48%
391	386,640	4%	402,579	4%	360,256	-11%	317,873	-12%	286,436	-10%	21,760	20,517	-6%
Shuttles	3,370	-32%	5,375	59%	13,410	149%	2,956	-78%	2,027	-31%	0	0	N/A
392	142,284	7%	142,650	0%	124,708	-13%	110,687	-11%	105,150	-5%	10,188	7,742	-24%
393	133,078	-2%	141,281	6%	126,653	-10%	114,022	-10%	98,170	-14%	10,608	3,152	-70%
394	64,904	-9%	63,087	-3%	53,894	-15%	48,389	-10%	47,726	-1%	4,684	4,248	-9%
395	9,497	100%	10,485	100%	10,968	100%	6,204	100%	5,937	100%	628	514	-18%
396	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3,953	N/A	N/A	3,422	N/A
Total Fixed Route	2,832,264	3%	2,806,028	-1%	2,574,864	-8%	2,344,985	-9%	2,232,469	-5%	166,508	152,302	-9%

AVERAGE PASSENGERS PER REVENUE HOUR													
ROUTE											YTD COMPARISON		
	13/14	% Chg.	14/15	% Chg.	15/16	% Chg.	16/17	% Chg.	17/18	% Chg.	Jul-17	Jul-18	% Chg.
200	12.5	-1%	12.6	1%	11.5	-9%	9.9	-14%	8.6	-14%	8.8	6.9	-22%
201	17.9	1%	17.0	-5%	16.1	-5%	13.8	-15%	12.9	-6%	10.3	10.7	5%
300	18.6	18%	20.3	10%	19.8	-4%	20.6	5%	20.5	0%	19.6	11.6	-41%
379	16.8	57%	26.5	57%	30.6	15%	18.9	-38%	16.7	-11%	0.0	0.0	N/A
380	20.6	2%	20.2	-2%	18.7	-7%	17.3	-8%	16.1	-7%	13.8	14.5	5%
381	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11.6	N/A	N/A	12.2	N/A
383	12.6	23%	13.0	3%	11.6	-11%	10.1	-12%	8.8	-13%	5.3	6.3	18%
384	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	6.8	N/A	N/A	7.6	N/A
385	12.9	8%	12.3	-4%	11.4	-8%	9.3	-19%	9.5	2%	6.7	8.4	25%
386	6.3	74%	6.3	1%	6.6	5%	6.0	-10%	4.8	-20%	0.0	N/A	N/A
387	23.7	4%	23.3	-2%	21.7	-7%	18.6	-14%	15.9	-15%	15.1	13.6	-10%
388	18.2	7%	17.4	-5%	16.2	-7%	14.3	-12%	13.1	-8%	11.9	11.6	-2%
389	14.4	8%	15.4	7%	14.4	-6%	12.4	-14%	11.9	-4%	12.4	13.8	12%
390	20.8	12%	21.5	3%	21.4	-1%	22.1	3%	21.3	-4%	20.3	10.7	-47%
391	20.5	4%	21.9	7%	19.7	-10%	17.3	-12%	15.5	-11%	14.4	14.2	-2%
Shuttles	6.4	N/A	30.7	383%	23.6	-23%	15.0	-36%	15.4	3%	0.0	0.0	N/A
392	19.1	9%	18.9	-1%	16.7	-12%	14.2	-15%	13.1	-7%	13.0	13.0	0%
393	17.5	0%	18.7	7%	16.8	-10%	15.3	-9%	13.8	-9%	14.7	10.4	-29%
394	17.0	13%	15.9	-7%	13.9	-13%	12.9	-7%	12.4	-4%	12.8	12.0	-8%
395	16.2	N/A	16.4	1%	17.1	5%	9.9	-42%	9.9	0%	10.7	8.5	-21%
396	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9.2	N/A	N/A	9.8	N/A
Total Fixed Route	19.0	7%	19.2	1%	17.8	-7%	16.1	-9%	14.7	-9%	13.7	12.0	-12%

TAB 3

Agenda Item 7a
ACTION ITEM: Disposal of Buses

Resolution 180822

Board of Directors Meeting

Wednesday August 22, 2018

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: August 22nd, 2018
Agenda Item: Disposal of Buses - Agenda Item #7a
Lead Staff: Ann Hutcheson, Director of Administrative Services
Approved: Jeanne Krieg, Chief Executive Officer 

Background

ECCTA recently acquired thirty new paratransit buses and five Gillig low floor buses to replace buses that have reached the end of their useful life. During the May 23, 2018 and the June 27, 2018 ECCTA Board of Directors meeting, the board considered options for the disposal of the retired twenty-six paratransit buses, nine MCI buses, and one 1994 Gillig bus.

On May 23rd, the Board of Directors approved ECCTA staff's request to keep six of the paratransit buses and one of the MCI buses to use as follows:

- four paratransit buses for the micro-transit project
- one paratransit bus for the Marketing Department
- one paratransit bus for the Mobility on Demand project
- one MCI bus for the mobile emergency operations center

On June 27th, the Board of Directors also approved offering the retired vehicles to each member of the JPA. The City of Pittsburg's PAL program bought one bus and the City of Antioch's Parks and Recreation Department bought one bus. The Board of Directors also approved selling the remaining eighteen paratransit buses, eight MCI buses, and one 1994 Gillig bus to the highest legally qualified buyer(s).

Considerations

The Mobility on Demand program has been very successful and staff requests approval to keep one additional paratransit vehicle for that program.

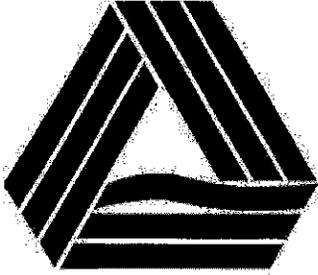
Staff Recommendation

1. Authorize staff to retain one additional paratransit vehicle for use in the Mobility on Demand program.

2. The sale of the remaining buses shall be made as a group or individually for cash payable by the highest legally qualified bidder. This may be at a public auction or through public advertising:
 - a. The award for the sale of the buses will be made either separately or as one award based on what is most advantageous to ECCTA.
 - b. Payment shall be made by the successful bidder(s) in the form of a certified or cashier's check made payable to ECCTA. Each purchaser shall take all steps which are necessary in order to transfer title and registration for each purchased bus to the purchaser. Each purchaser shall be responsible for paying, in addition to the purchase price, any and all sales or use taxes which may be required by the Department of Motor Vehicles in order to transfer title and ownership of each bus to its buyer.

Requested Action

Adopt Resolution #180822 which authorizes the disposal of seventeen paratransit buses, eight MCI buses, and one 1994 Gillig bus and supersedes previously adopted Resolution #180627b.



TRI DELTA TRANSIT

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

RESOLUTION #180822

DISPOSAL OF SEVENTEEN PARATRANSIT BUSES, EIGHT MCI BUSES, AND ONE 1994 GILLIG BUS

Resolution #180822 authorizes the disposal of seventeen paratransit buses, eight MCI buses and one 1994 Gillig bus and supersedes previously adopted Resolution #180627b.

WHEREAS, Eastern Contra Costa Transit Authority (ECCTA) has seventeen paratransit buses, eight MCI buses, and one 1994 Gillig bus that have reached the end of their useful life; and

WHEREAS, ECCTA desires to obtain the authority to sell the said buses to any legally qualified interested member of the public pursuant to the authority conferred by its Joint Powers Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #180822 authorizing staff to conduct a sale of said buses in accordance with the following provisions:

- The sale of the buses shall be made as a group or individually for cash payable by the highest legally qualified bidder. This may be at a public auction or through public advertising.
- The award for the sale of the buses will be made either separately or as one award based on what is most advantageous to ECCTA.
- Payment shall be made by the successful bidder(s) in the form of a certified or cashier's check made payable to ECCTA. Each purchaser shall take all steps which are necessary in order to transfer title and registration for each purchased bus to the purchaser. Each purchaser shall be responsible for paying, in addition to the purchase price, any and all sales or use taxes which may be required by the Department of Motor Vehicles in order to transfer title and ownership of each bus to its buyer.

PASSED AND ADOPTED THIS 22nd day of August 2018, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Diane Burgis, Chair

Jeanne Krieg, CEO

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

TAB 4

Agenda Item 7b

ACTION ITEM: Board of Directors Director-at-Large Appointment

Board of Directors Meeting

Wednesday August 22, 2018

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: August 22nd, 2018

Agenda Item: Board of Directors Director-at-Large Appointment
Agenda Item #7b

Lead Staff: Jeanne Krieg, Chief Executive Officer



Background

The provisions of the bylaws that govern ECCTA pertaining to the Director-at-Large position state:

- The ECCTA Board of Directors is made up of 11 members. Ten board members are appointed by the member jurisdictions of the JPA that formed ECCTA: two each from Antioch, Brentwood, Oakley, Pittsburg, and Contra Costa County. Those ten individuals appoint a Director-at-Large to serve as the 11th board member.
- Each Director is appointed to a two year term.
- There is no limit to the number of terms a Director may serve.

History of the Director-at-Large position

- October 7, 1976 – December 31, 1986: Delma Webb (resident of Brentwood)
- January 1, 1987 – December 31, 1988: Roger Moore (resident of Brentwood)
- January 1, 1988 – December 31, 2013: Joe Tovar (resident of Oakley)
- January 1, 2014 – present: Ken Gray (resident of Antioch)
 - In mid-2013, Joe Tovar announced his intention to resign halfway into his last two-year term as ECCTA's Director-at-Large. ECCTA's Board of Directors conducted a process to select an individual to serve the remainder of the Director-at-Large term that ended December 31, 2014. Seventeen applications were submitted and, after screening and interviewing, Ken Gray was selected on December 13, 2013 to complete the remaining year of Joe Tovar's term.
 - On September 24, 2014, the ECCTA Board of Directors appointed Ken Gray to a full two-year term which ended December 31, 2016.
 - On August 31, 2016, the ECCTA Board of Directors appointed Ken Gray to a two-year term which ends December 31, 2018.

Agenda Item #7b

*Eastern Contra Costa Transit Authority
Board of Directors Meeting
August 22, 2018*

Considerations

The Board of Directors has three options:

1. Appoint Ken Gray to a two-year term as the Director-at-Large for the term January 1, 2019 – December 31, 2020.
2. Appoint some other individual for the term January 1, 2019 – December 31, 2020.
3. Appoint a subcommittee of the Board of Directors to accept applications, interview applicants, and make a recommendation to the full Board of Directors for a Director-at-Large for the term January 1, 2019 – December 31, 2020.

Requested Action

Choose the desired action to fill the Director-at-Large position for the term January 1, 2019 – December 31, 2020.

TAB 5

Agenda Item 7c

DISCUSSION ITEM: Means Based Fare Discount Program

Board of Directors Meeting

Wednesday August 22, 2018

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: August 22nd, 2018
Agenda Item: Means Based Fare Discount Program - Agenda Item #7c
Lead Staff: Steve Ponte, Chief Operating Officer
Approved: Jeanne Krieg, Chief Executive Officer 

Background

MTC staff members are currently drafting a Change Notice for the Clipper program that will include implementation of a means based fare discount on four operators as an initial pilot: BART, Caltrain, Golden Gate Transit & Ferry, and SFMTA. An option to provide pricing to expand the discount product to other operators, such as Tri Delta Transit, was offered in the expansion option. This means that Cubic will develop the discount product for Tri Delta Transit but the discount would be initialized to 0% and could be configured at a later date, likely after an evaluation of the initial pilot.

Prior to implementation, board action will be required.

Requested Action

This item is informational only. No action requested at this time.