



EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION

AGENDA

Board of Directors Meeting

March 16, 2023 @ 9:15 AM

1333 Park Avenue, Garden Room

Emeryville, CA 94608

Chair

Bobby Lee, At-Large

Residential Member

Vice Chair

Andrew Allen

At-Large Business

Member

Secretary

Betsy Cooley, At-Large

Residential Member

Treasurer

Geoffrey Sears,

Wareham Development

Directors

Peter Schreiber,

Pixar

Colin Osborne

At-Large Business

Member

Kassandra Kappelos

Public Market

1. Call to Order
2. Public Comment
3. Approval of the Minutes of the February 16th, Board of Directors Meeting and February 24th Special Meeting of the Board of Directors (Attachment)
4. Executive Directors Report
 - A. Ridership Reporting (Attachment)
 - B. On-time Performance Reporting (Attachment)
 - C. Status Update on Executive Director Transition
5. Business Items
 - A. Review and Consider Approval of Resolution 23-03 to Establish the date and time for the Annual Membership Meeting (Attachment)
6. Confirm date of Next Meeting – April 20th, 2023
7. Adjournment

EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION

ACTION SUMMARY MINUTES

Board of Directors Meeting

February 16th, 2023

LOCATION: VIDEO CONFERENCE

Directors Present: *Bobby Lee, Chair*
 Andrew Allen, Vice Chair
 Betsy Cooley, Secretary
 Geoffrey Sears, Treasurer
 Colin Osborne, Director
 Kassandra Kappelos, Director

Others Present: *Roni Hatstrup, Executive Director*
 Karen Boggs, Operations Director
 Debi Lawrence, Executive Assistant
 Stephen Blaylock, Altrans
 Daniel Oliver, Altrans
 Janet Shipp, Altrans
 Drew Pannell, Altrans
 Andrew Ridley, Altrans

1. Call to Order

Bobby Lee called the Board of Director's meeting to order at 9:19 AM.

2. Public Comment

No comments

3. Closed Session: Employee Appointment (Government Code Section 54957(b)) Position: Executive Director (Contractor)

4. Approval of the Minutes of the January 19th, 2023 Board of Directors Meeting

Betsy Cooley motioned for approval of the meeting minutes of the January 19th, 2023 Board of Directors Meeting. Colin Osborne seconded the motion.

This item was approved by a unanimous vote.

Yes: 4

No: 0

Abstain: 0

5. Executive Director's Report

A. Ridership Reporting

Karen reviewed the Ridership – weekdays are running about 30% of Pre-Covid, weekends are running about 74% of Pre-Covid, overall 32%.

B. On-time Performance Reporting

On-time Performance is running about 91% overall.

EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION

ACTION SUMMARY MINUTES

Board of Directors Meeting

February 16th, 2023

No formal action required.

6. Business Items

A. Review and Consider Approval of Resolution 23-02 Declaring Board Meetings Will be Held Via Teleconference

Bobby Lee motioned for approval of Resolution 23-02. Betsy Cooley seconded the motion.

This item was approved by a unanimous vote.

Yes: 4

No: 0

Abstain: 0

B. Review of 4th Quarter Financial Reports

Roni reviewed the 4th Quarter Financial Reports.

No formal action required.

7. Confirm Date of Next Meeting –

The meeting date was confirmed for March 16th, 2023 at 9:15am. Meeting will be in person, location TBD.

8. Adjournment

The meeting adjourned at approx. 10:36 AM.

EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION

ACTION SUMMARY MINUTES

Special Board of Directors Meeting

February 24th, 2023

LOCATION: VIDEO CONFERENCE

Directors Present: Bobby Lee, Chair
Betsy Cooley, Secretary
Peter Schreiber, Director
Kassandra Kappelos, Director

Others Present: Roni Hatstrup, Executive Director
Karen Boggs, Operations Director
Debi Lawrence, Executive Assistant

1. Call to Order

Bobby Lee called the Special Board of Director's meeting to order at 2:22PM.

2. Public Comment

No comments

3. Business Items

A. Review and Consider Approval of Professional Services Agreement with Altrans for Agency Management & Administration Services

Betsy Cooley motioned for approval of Professional Services Agreement with Altrans for Agency Management & Administration Services. Peter Schreiber seconded the motion.

This item was approved by a unanimous vote.

Yes: 4

No: 0

Abstain: 0

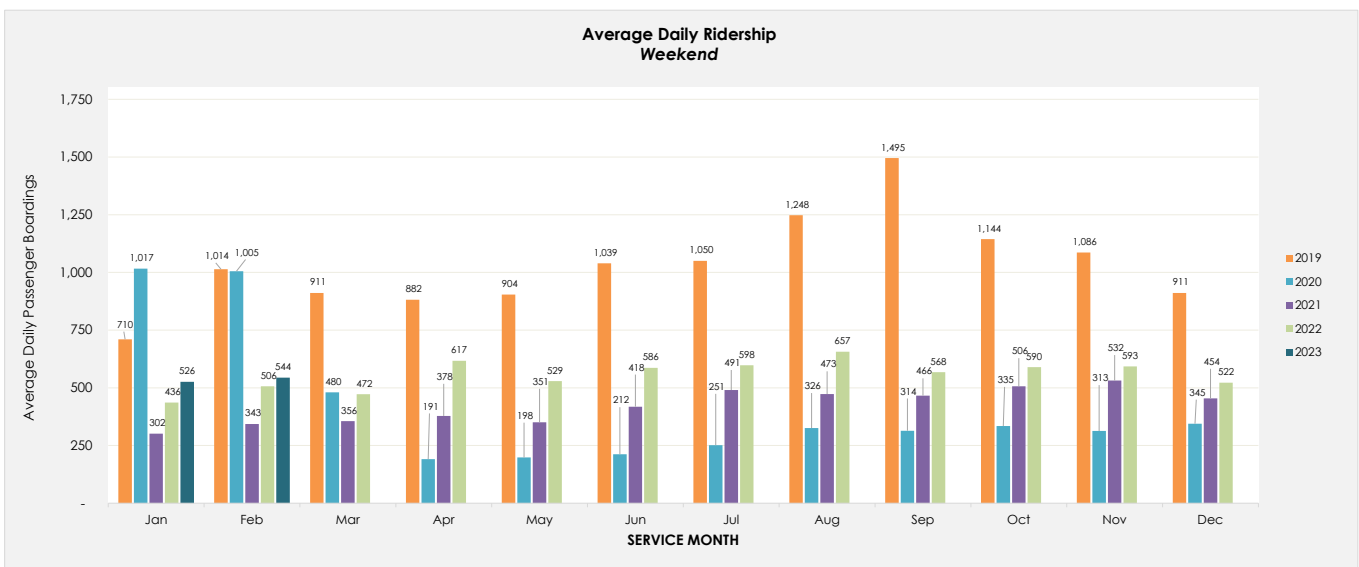
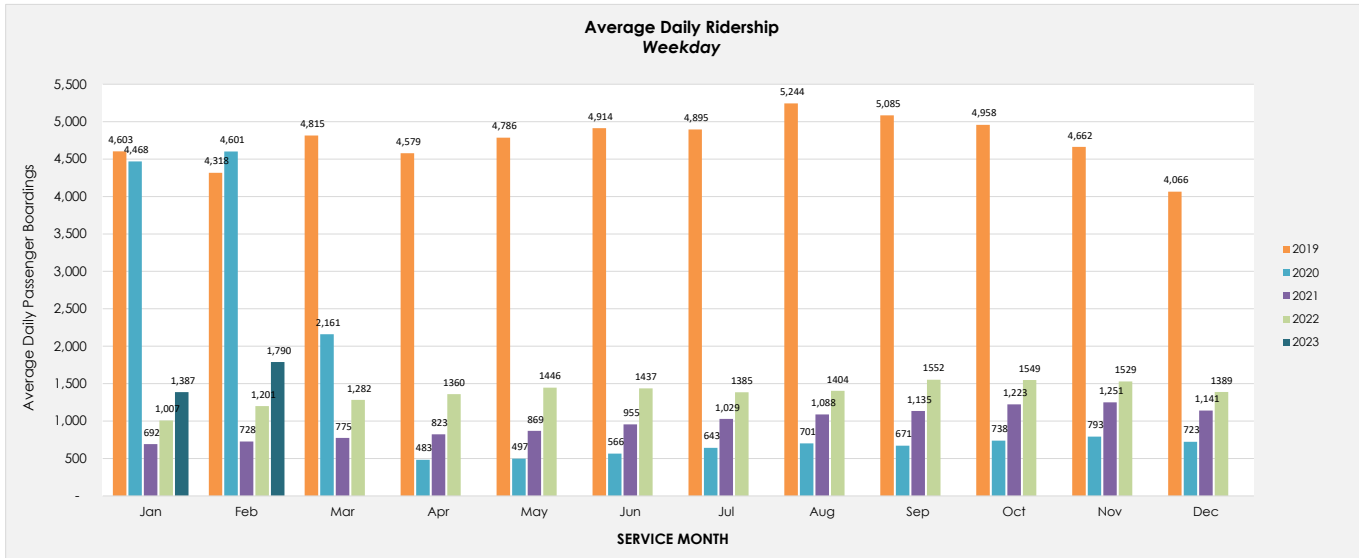
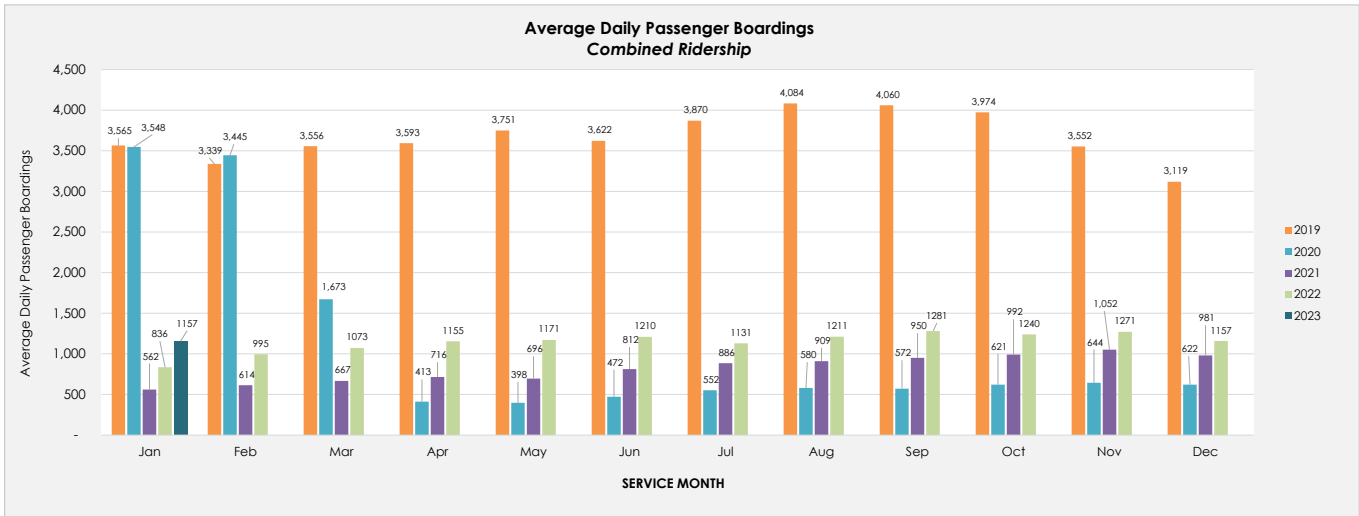
4. Adjournment

The meeting adjourned at approx. 2:23PM.



ANNUAL RIDERSHIP SUMMARY (YTD)/COMPARISON

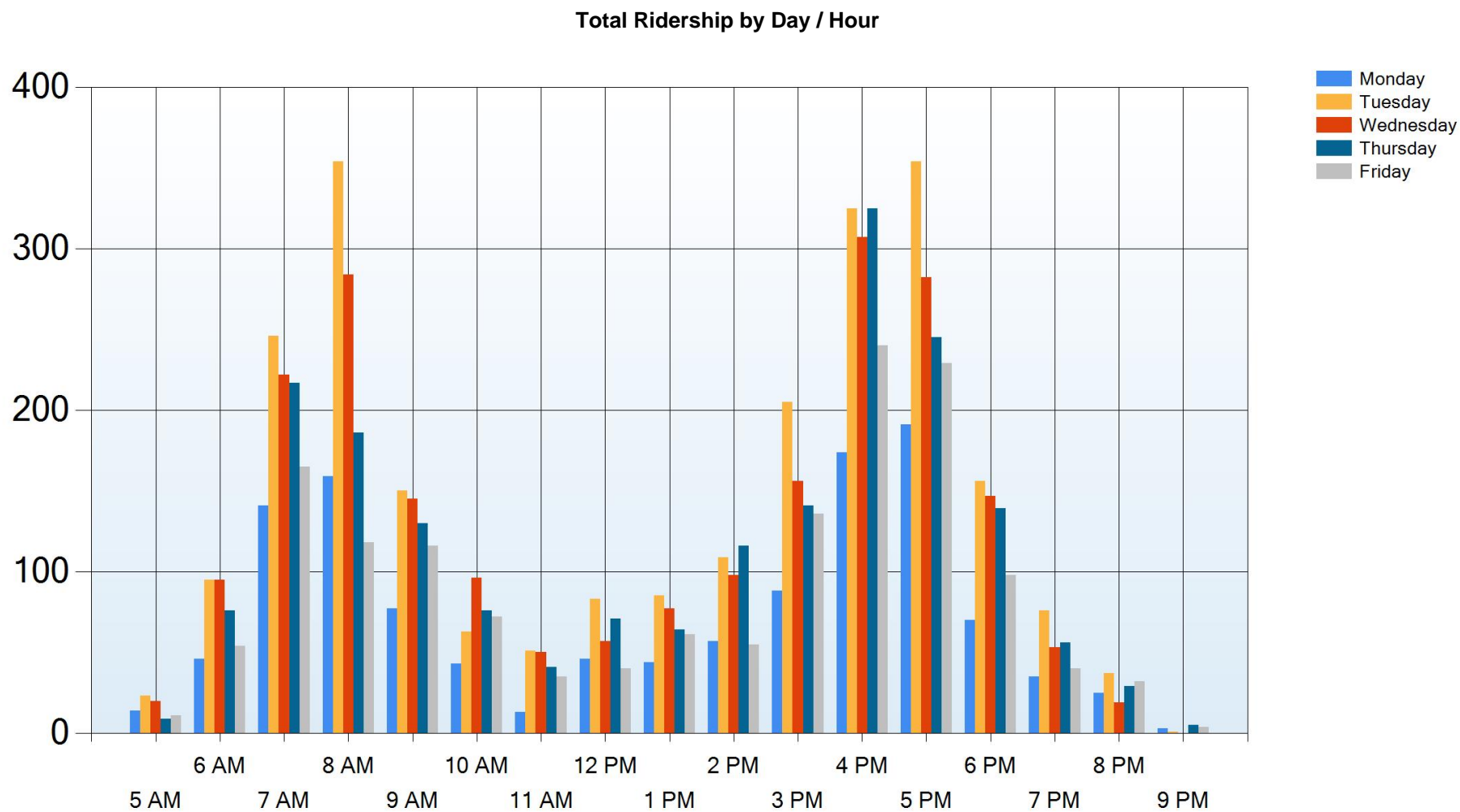
WEEKDAY RIDERSHIP			
2023	Jan	Feb	Total to Date
Total Monthly Weekday Ridership	30,511	34,002	64,513
# of Operating Days	22	19	41
Average Daily Ridership	1387	1790	1,573
% Increase/Decrease from Prior Month	0%	29%	
% Increase/Decrease from Prior Year	38%	49%	
% of Pre COVID Baseline	30%	41%	
2019	Jan	Feb	Total
Total Monthly Ridership	101,269	82,033	1,206,173
# of Operating Days	22	19	254
Average Daily Ridership	4603	4318	4,749
WEEKEND RIDERSHIP			
2023	Jan	Feb	Total to Date
Total Monthly Weekend Ridership	4209	4351	8560
# of Operating Days	8	8	16
Average Daily Ridership	526	544	535
% Increase/Decrease from Prior Month	1%	3%	
% Increase/Decrease from Prior Year	21%	7%	
% of Pre COVID Baseline	74%	54%	
2019	Jan	Feb	Total
Total Monthly Ridership	5681	8,112	106,301
# of Operating Days	8	8	103
Average Daily Ridership	710	1014	1,032
COMBINED RIDERSHIP			
2023	Jan	Feb	Total to Date
Total Monthly Ridership	34,720	38,353	73,073
# of Operating Days	30	27	57
Average Daily Ridership	1,157	1,420	1,282
% Increase/Decrease from Prior Month	0%	23%	
% Increase/Decrease from Prior Year	38%	43%	
% of Pre COVID Baseline	32%	43%	
2019	Jan	Feb	Total
Total Monthly Ridership	106,950	90,145	1,312,474
# of Operating Days	30	27	357
Average Daily Ridership	3,565	3,339	3,676



ROUTE DETAIL: Hollis

2/1/2023 - 2/28/2023

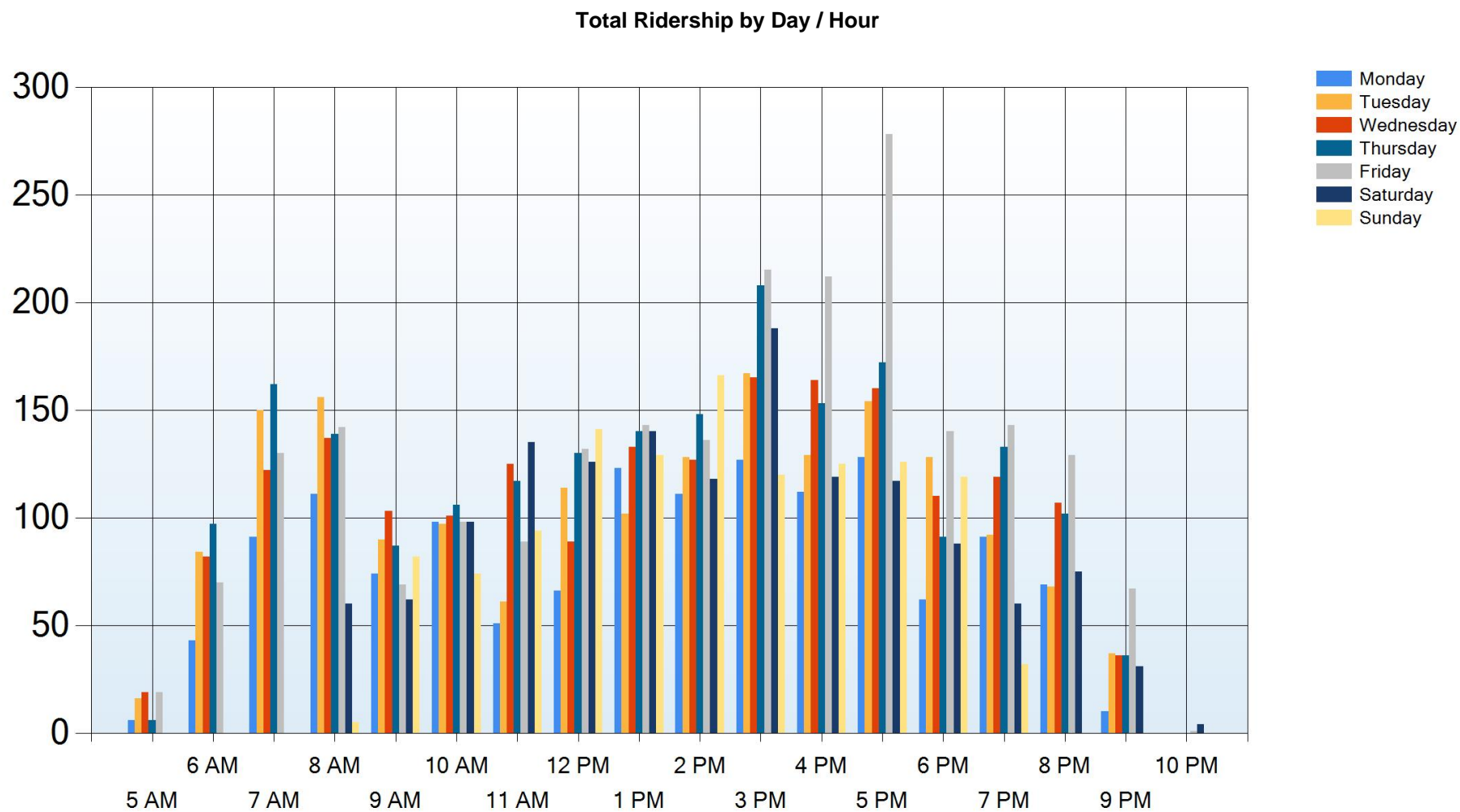
Total Ridership by Day / Hour



ROUTE DETAIL: Shellmound/Powell

2/1/2023 - 2/28/2023

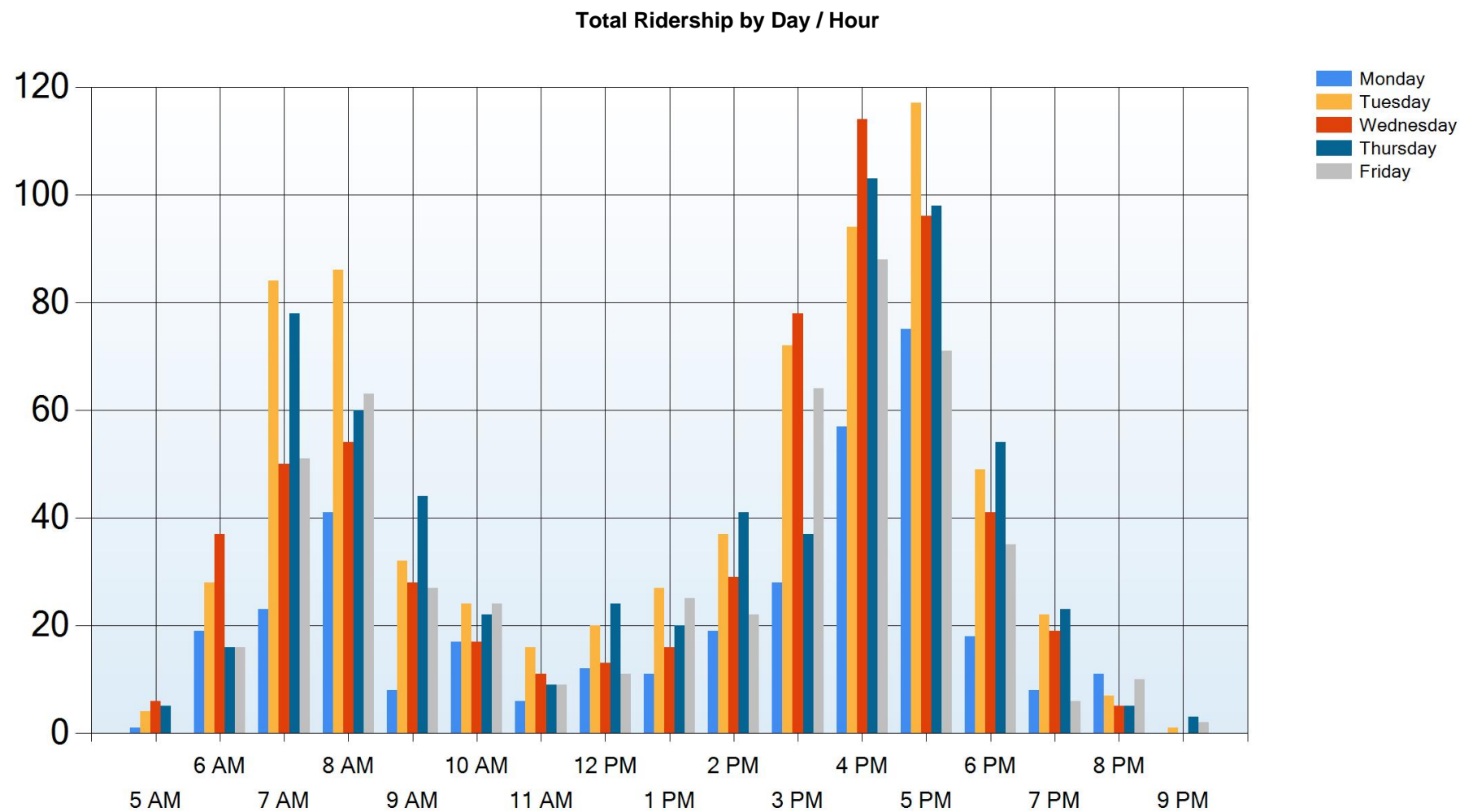
Total Ridership by Day / Hour



ROUTE DETAIL: Hollis

2/6/2023 - 2/10/2023

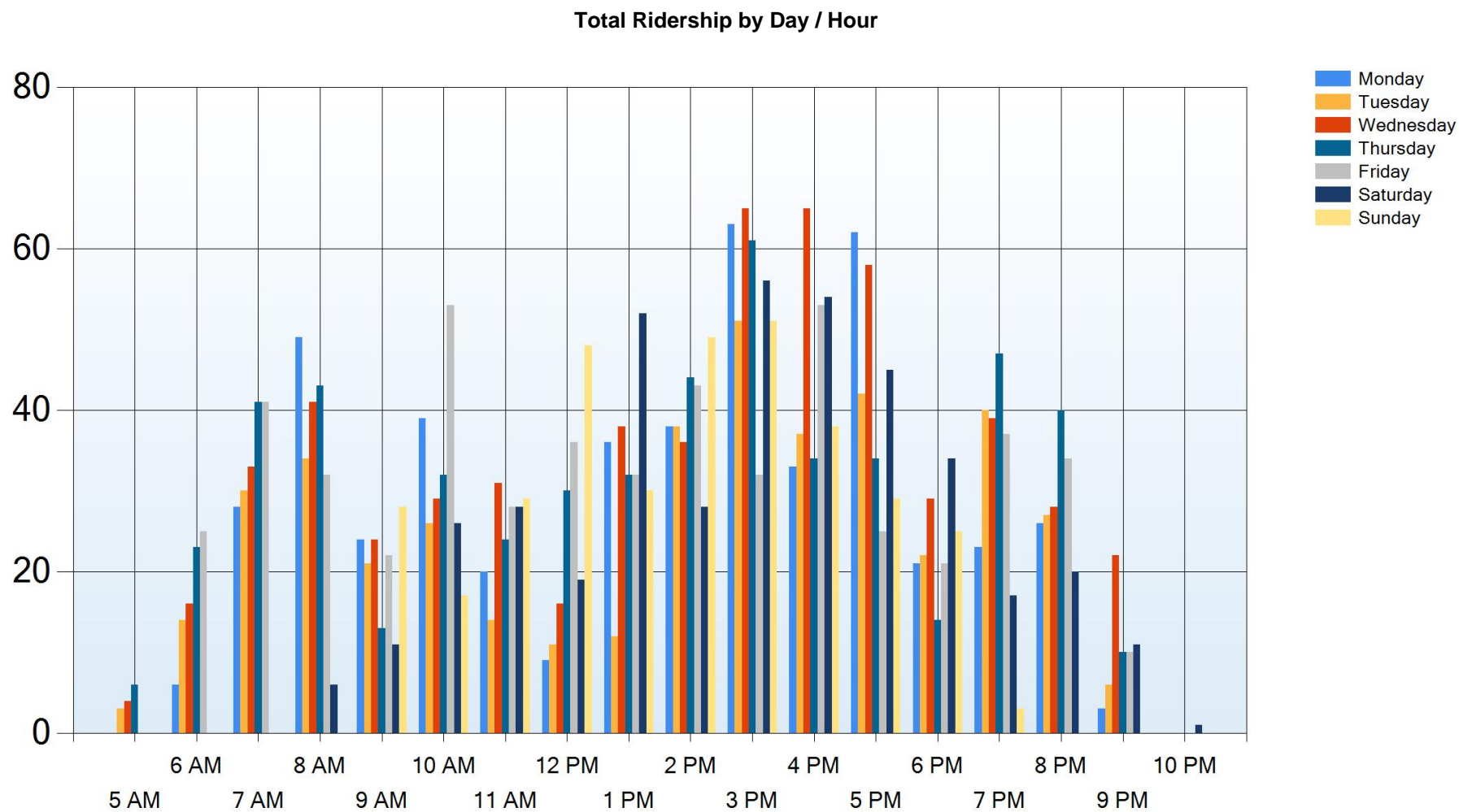
Total Ridership by Day / Hour



ROUTE DETAIL: Shellmound/Powell

2/6/2023 - 2/12/2023

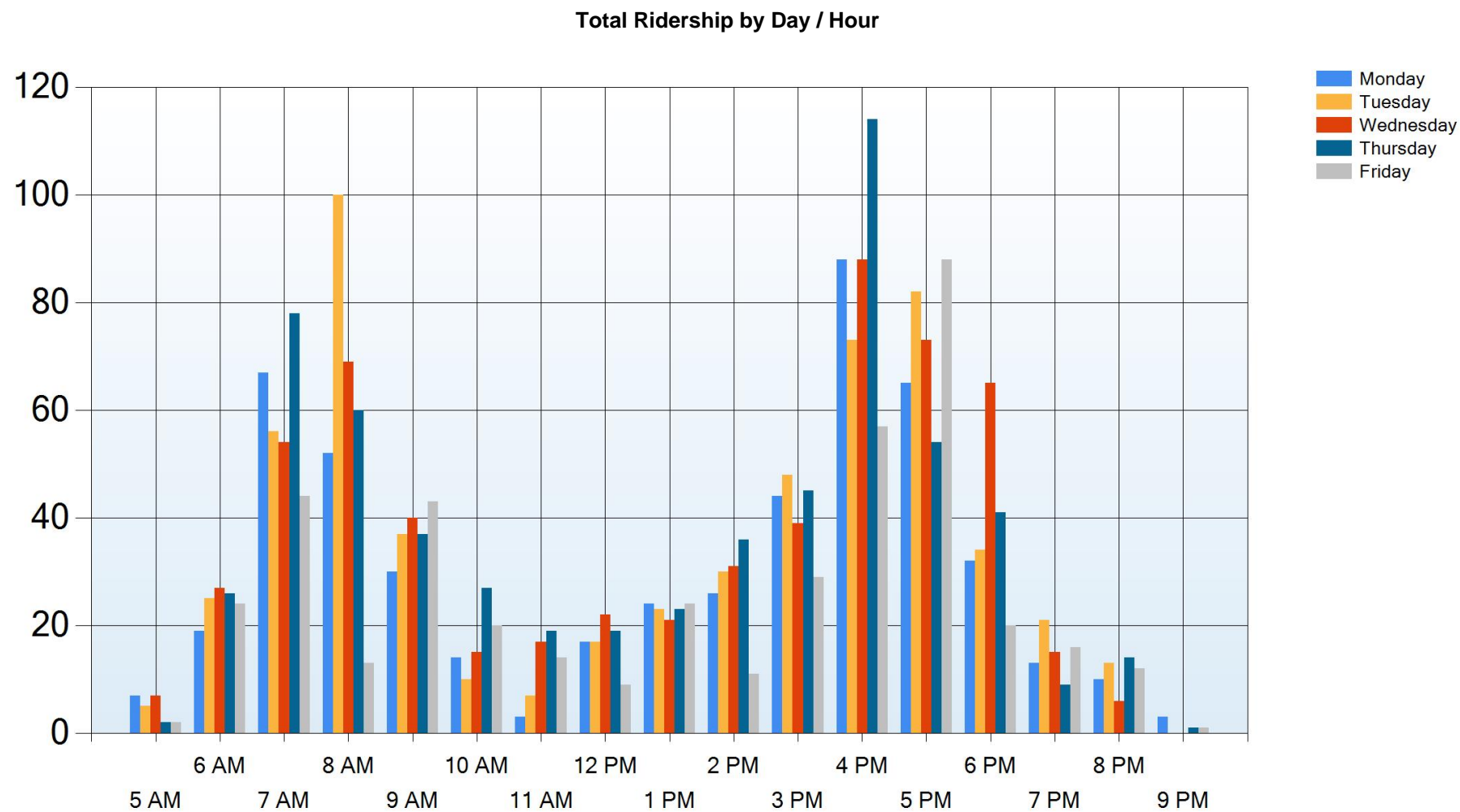
Total Ridership by Day / Hour



ROUTE DETAIL: Hollis

2/13/2023 - 2/17/2023

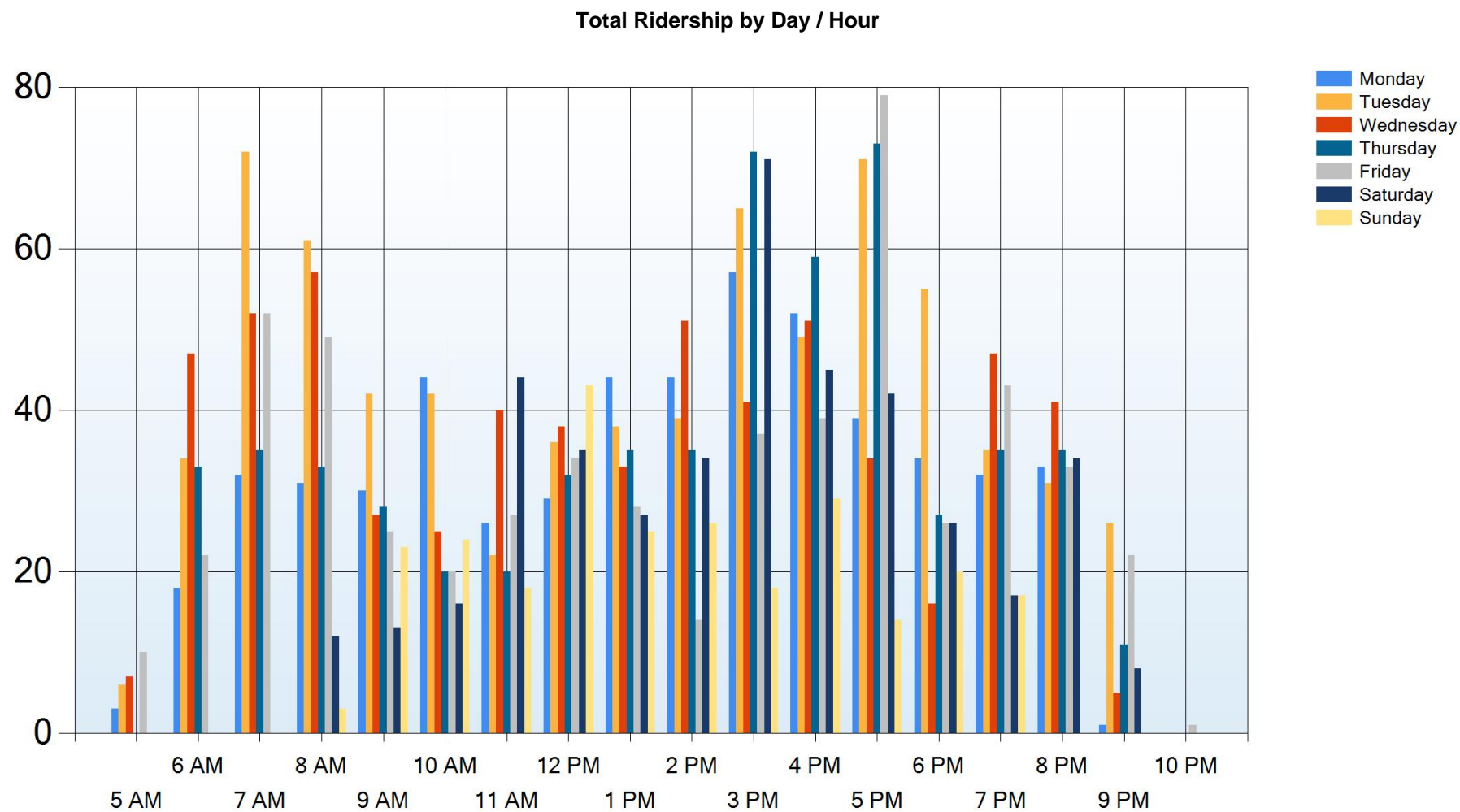
Total Ridership by Day / Hour



ROUTE DETAIL: Shellmound/Powell

2/13/2023 - 2/19/2023

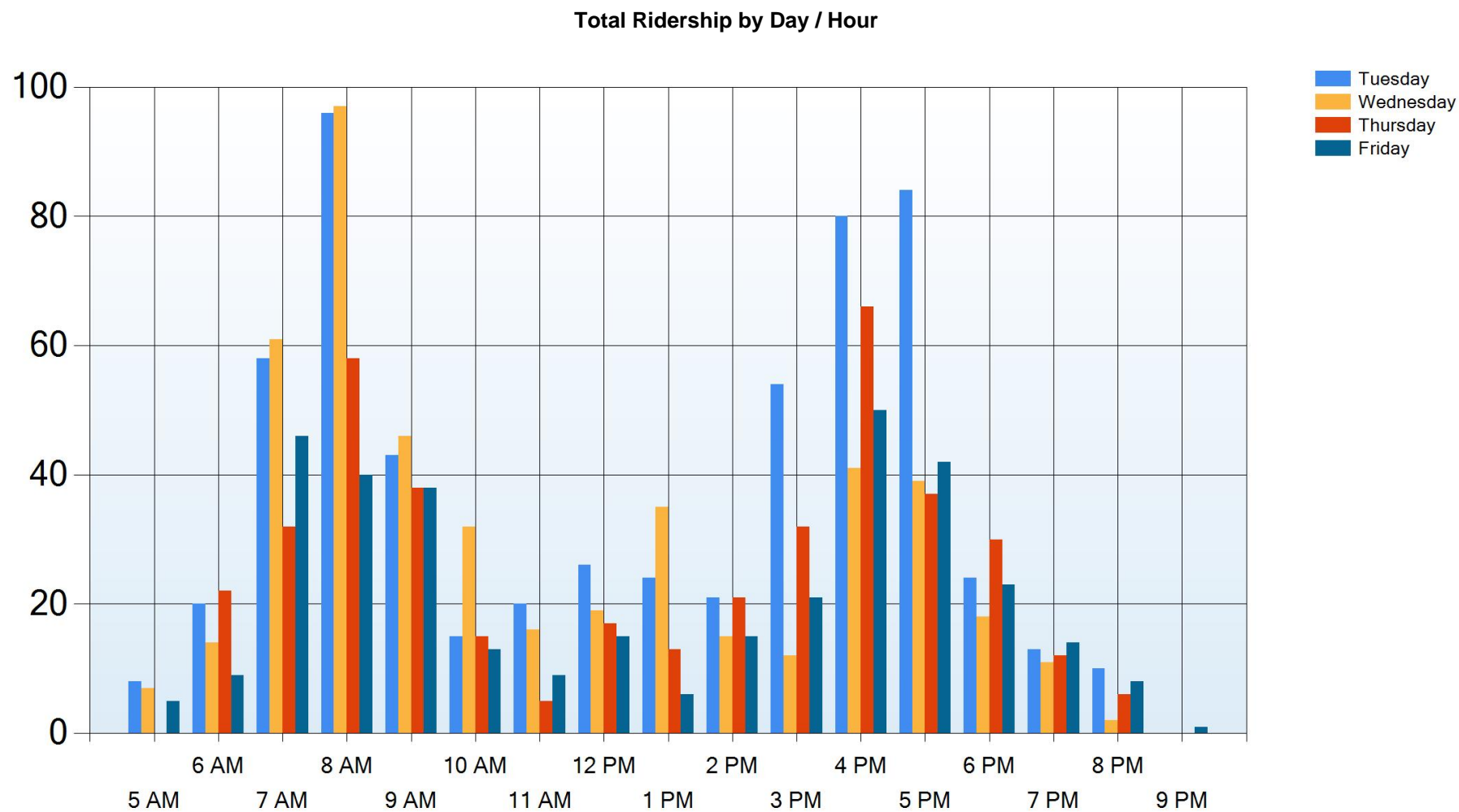
Total Ridership by Day / Hour



ROUTE DETAIL: Hollis

2/20/2023 - 2/24/2023

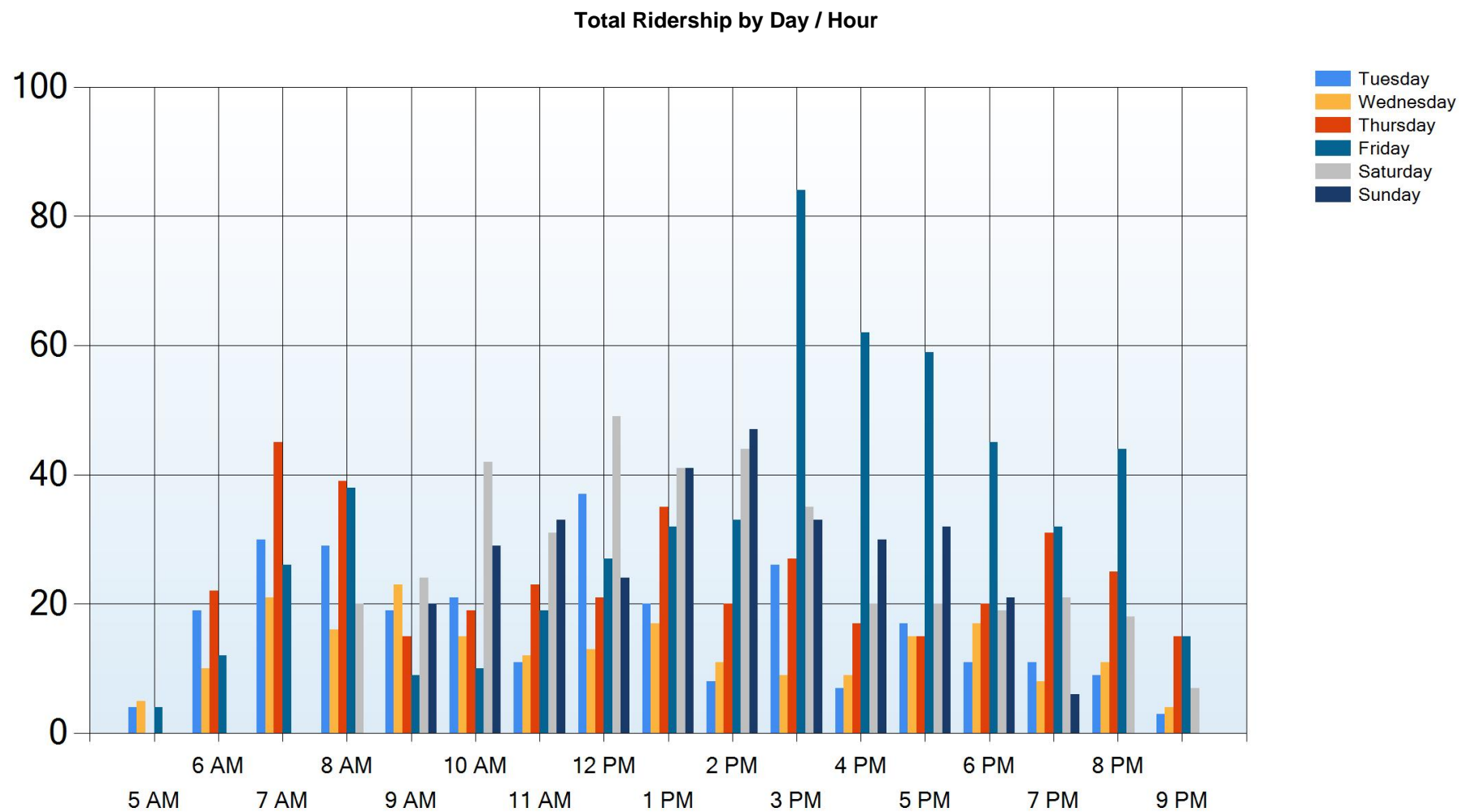
Total Ridership by Day / Hour



ROUTE DETAIL: Shellmound/Powell

2/20/2023 - 2/26/2023

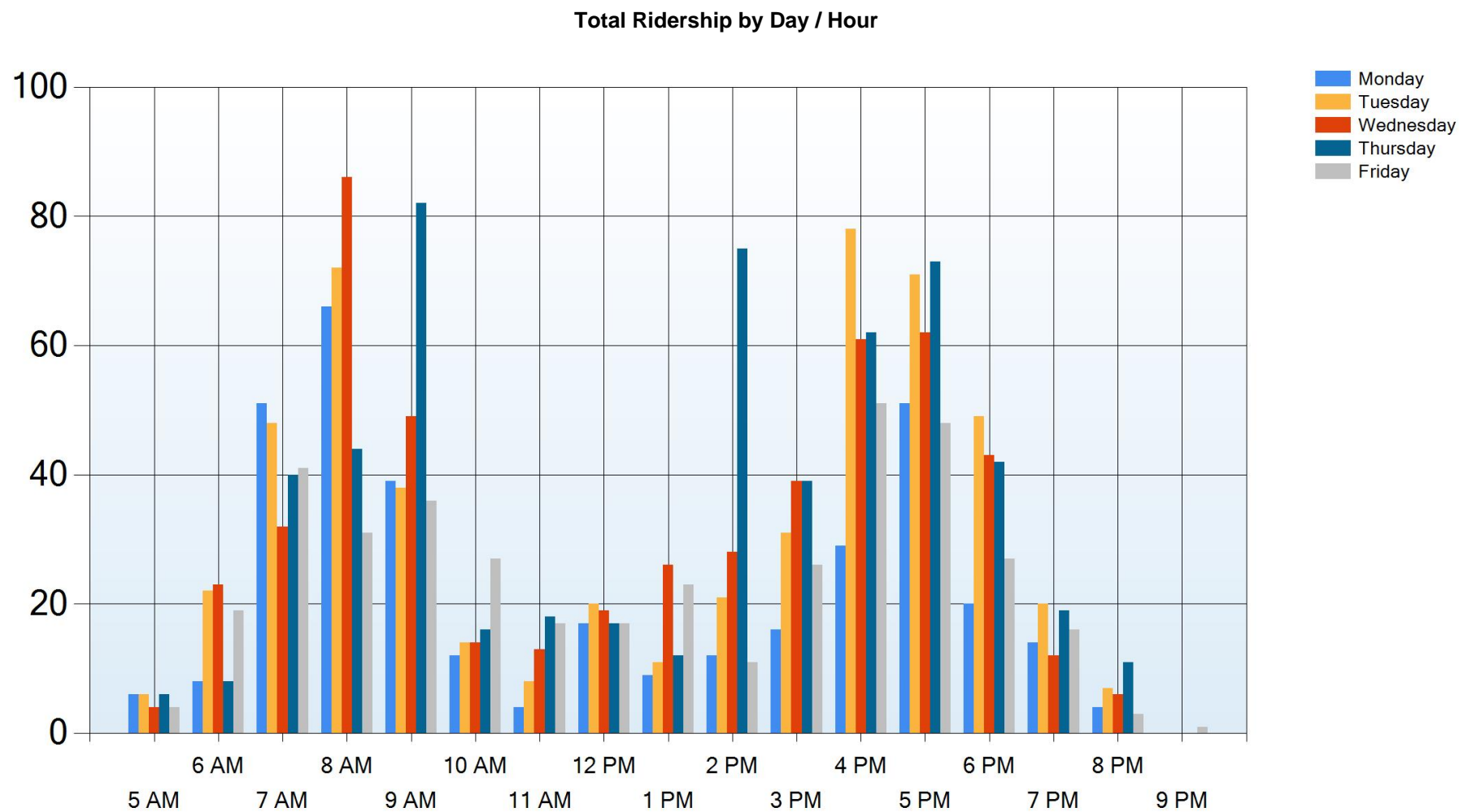
Total Ridership by Day / Hour



ROUTE DETAIL: Hollis

2/27/2023 - 3/3/2023

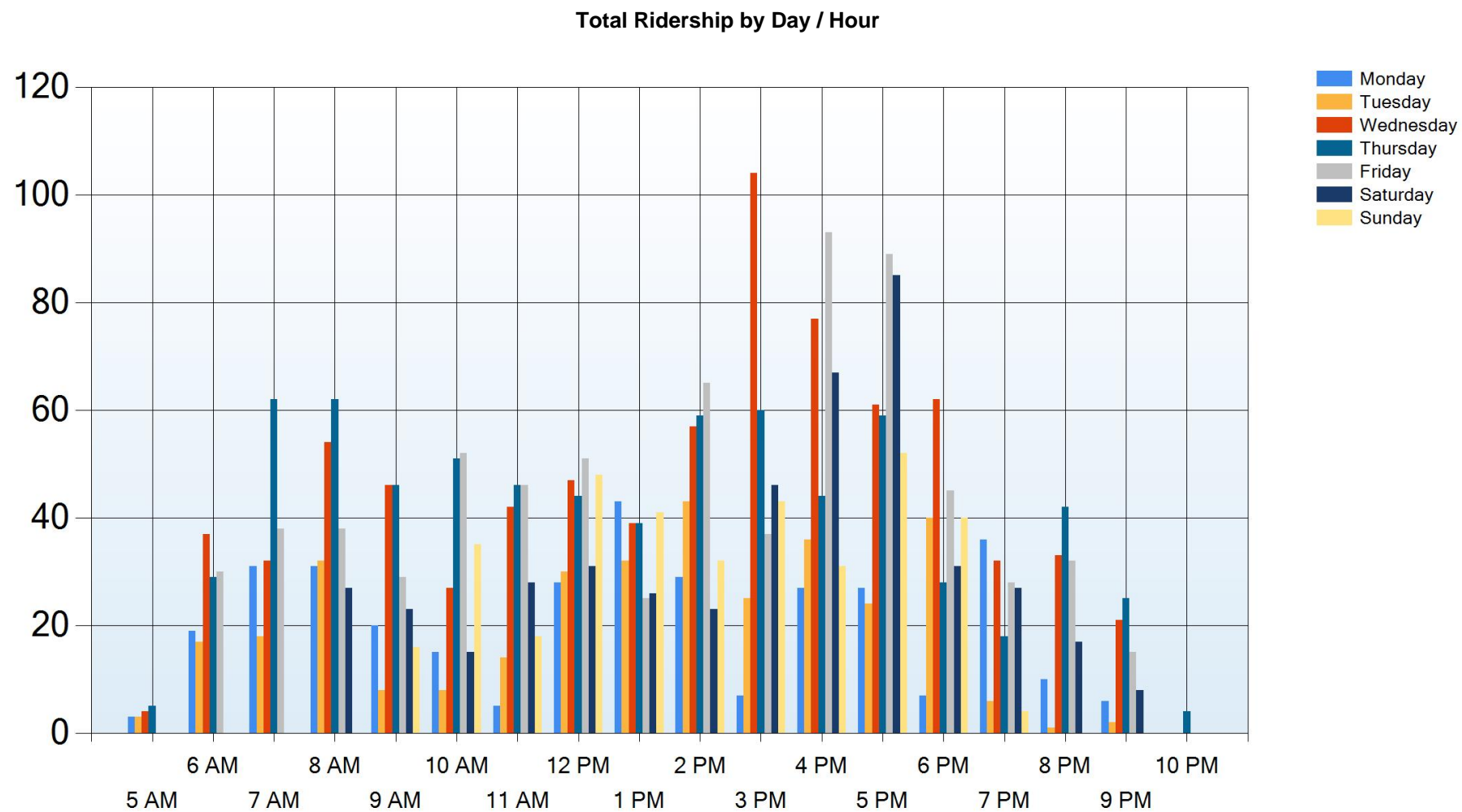
Total Ridership by Day / Hour



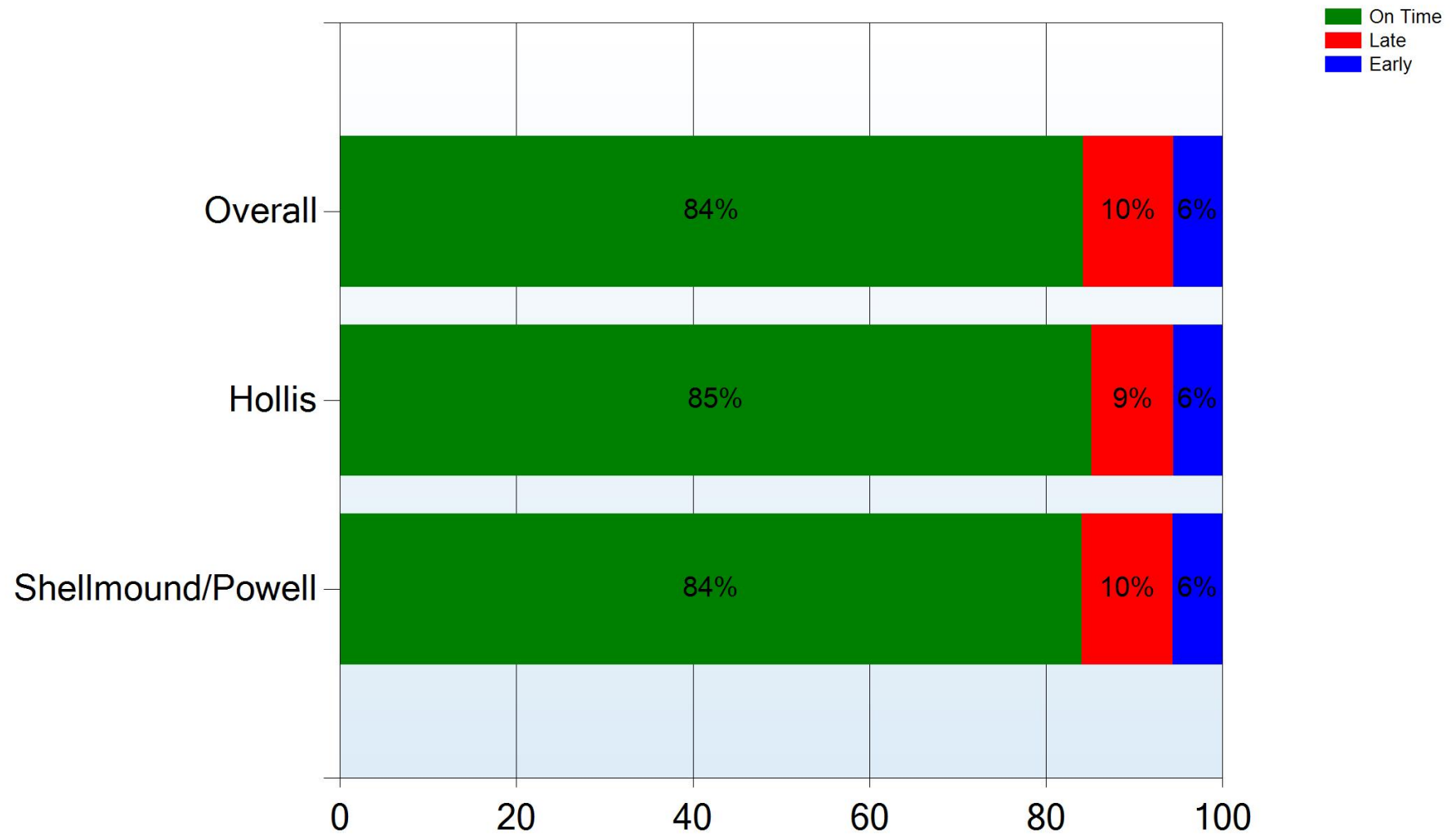
ROUTE DETAIL: Shellmound/Powell

2/27/2023 - 3/5/2023

Total Ridership by Day / Hour



Overall Performance



RESOLUTION NO. 23-03

**RESOLUTION OF THE EMERYVILLE TRANSPORTATION MANAGEMENT
ASSOCIATION**

Establish Date and Time of 2023 Annual Membership Meeting

WHEREAS, Article IV, Section 2 of the Amended and Restated Bylaws of the TMA requires the membership to meet annually on a date and time established by resolution of the Board;

WHEREAS, the Board has selected a date and time for the 2023 Annual Membership Meeting to be May 18, 2023 at 9:00AM;

THEREFORE IT BE RESOLVED, That the Board has established the date and time of the Annual Membership Meeting to be May 18, 2023 at 9:00AM.

Approved at the Board of Directors Meeting on March 16th, 2023.

Signed _____
Chair

Dated _____