



Western Contra Costa
Transit Authority

NOTICE OF MEETING

The Regular Meeting of the WCCTA Board of Directors
will be held:

DATE: September 12, 2019 (Thursday)
TIME: 6:30 PM
PLACE: Pinole City Council Chambers
2131 Pear Street, Pinole, CA

AGENDA

Americans With Disabilities Act: In compliance with the Americans With Disabilities Act of 1990, if you need special assistance to participate in a WCCTA Board Meeting or you need a copy of the agenda, or the agenda packet in an appropriate alternative format, please contact the WestCAT Administrative Office at (510) 724-3331. Notification at least 48 hours prior to the meeting or time when services are needed will assist the Authority staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

A. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

B. APPROVAL OF AGENDA

C. PUBLIC COMMUNICATIONS

This is the time for members of the public to bring up with the Board of Directors matters of general interest that are not on the agenda. In accordance with provisions of the Brown Act, the Board will automatically refer to staff any matters that are brought before them at this time, and the matter may be placed on a future agenda. Time limit is 3 minutes and is subject to modification by the Chair.

1.0 CONSENT CALENDAR

- 1.1 Approval of Minutes of Regular Board Meeting of May 9, 2019.*
- 1.2 Approval of Expenditures of July and August, 2019.*
- 1.3 Receive Contractors Monthly Management Reports for May & June, 2019*
[Action Requested: Approve Item 1.1 and 1.2 and Receive Item 1.3]

2.0 ITEMS FOR BOARD ACTION / DISCUSSION

- 2.1 Presentation and Discussion of FY2019 4rd Quarter Financial and Operating Data Report. **[No Action: Information Only]***
- 2.2 Presentation and Discussion of WCCTA Audited Financial Statements for the Year Ended June 30, 2019. **[Action Requested: Receive and File]. ***



- 2.3 Authorization for General Manager to Enter into Purchase Contract with Gillig LLC for the Purchase of Five 35' Heavy Duty (Replacement) Transit Buses Using Pricing and Procurement Authority from CalACT/MBTA Purchasing Cooperative. **[Action Requested: Authorization for General Manager to Issue Purchase Order Not to Exceed \$2,875,000, (inclusive of Applicable Taxes), to Gillig, LLC. for Purchase and Delivery of Five (5) Thirty-Five Foot Low Floor Transit Buses. Funding to be Provided by Federal Transit Administration, Net Bridge Toll Revenues, TDA Capital Reserves, PTMISEA Capital Funds, and STA State of Good Repair Program.]***

3.0 COMMITTEE REPORTS

- 3.1 General Manager's Report. **[No Action: Information Only]**
3.2 WCCTAC Representative Report **[No Action: Information Only]**

4.0 CORRESPONDENCE

5.0 BOARD COMMUNICATION

6.0 ADJOURNMENT

* Enclosures
^^ To Be Distributed Separately

Documents provided to a majority of the Board of Directors after distribution of the packet, regarding any item on this agenda will be made available for public inspection at the Administration Counter at WCCTA located at 601 Walter Avenue, during normal business hours (Pursuant to SB 343 or California Government Code Section 54957.5 -effective July 1, 2008). If time allows, this information will also be uploaded and posted to the website prior to the meeting and made available at this link <http://www.westcat.org/administration/agendas.html>. The posting of SB 343 information on this website is in addition to the posting of the information at the legally required locations specified above.

Next Board Meeting: October 10, 2019

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WESTERN CONTRA COSTA TRANSIT AUTHORITY
BOARD OF DIRECTORS
MEETING MINUTES

May 9, 2019

City Council Chambers, 2131 Pear Street, Pinole

REGULAR MEETING -6:30 P.M.

A. CALL TO ORDER, ROLL CALL, & PLEDGE OF ALLEGIANCE

Chair Kelley called the meeting to order at 6:30 p.m., and led the Pledge of Allegiance.

DIRECTORS PRESENT

Chair Chris Kelley, Tom Hansen, Vice-Chair Norma Martínez-Rubin, Dion Bailey, Anthony Tave, Aleida Chavez (arrived at 6:45 PM)

STAFF PRESENT

Charles Anderson, Yvonne Morrow, Rob Thompson, Mike Furnary

GUESTS PRESENT

Karen DeRosa, General Manager, MV Transportation Pinole Division, and David DeRosa

B. APPROVAL OF AGENDA

MOTION: A motion was made by Vice-Chair Martínez-Rubin, seconded by Director Bailey to approve the agenda. The motion was carried by the following vote:

Ayes: 5- Martínez-Rubin, Bailey, Hansen, Tave, Kelley

C. PUBLIC COMMUNICATIONS None

1) CONSENT CALENDAR

MOTION: A motion was made by Director Bailey, seconded by Director Tave to approve Consent Calendar Item 1.1 and 1.2, and Receive Item 1.3. The motion was carried by the following vote:

Ayes: 5- Bailey, Tave, Martínez-Rubin, Hansen, Kelley

2) ITEMS FOR BOARD ACTION / DISCUSSION

- 2.1. Presentation and Adoption of Anticipated Disadvantaged Business Enterprise (DBE) Goal for Federal Fiscal Years 2019 through 2021-22 and Authorization for the Release of the DBE Goal for a 30-Day Public Review/45 Day Public Comment Period. Recommendation:** Adopt Anticipated Disadvantaged Business Enterprise (DBE) Goal for Federal Fiscal Years 2019 through 2021-22 and Approve the Anticipated Disadvantaged Business Enterprise Goal for Federal Fiscal Years 2019 through 2021-22.

General Manager Anderson asked WestCAT Grants and Compliance Manager Mike Furnary to present this item.

Mr. Furnary introduced the item and provided some background on the Disadvantaged Business Enterprise (DBE) Program, followed by a staff report

1. As a recipient of federal funding in excess of \$250K, we are required to put together a DBE goal every 3 years
2. The goal is a calculation of the percent of the federal funds we expect to go to disadvantaged businesses, and small businesses
3. The basic concept is to level the playing field with the use of federal funds
4. We anticipate using our federal funds almost exclusively for the purchase of vehicles over the next 3 years
5. The purchase of transit vehicles is not included in the calculation of a DBE goal, and because of this, our anticipated goal is zero percent
6. We do work with vehicle manufacturers that are themselves required to have a DBE program in place, so the federal funding we receive that goes to the transit vehicle manufacturers does have an element of disadvantaged business attached to it.

Mr. Furnary concluded that we are asking for authorization to release this goal, since we are required to publicize it and put it out for review for 30 days, and 45 days for public comment. Should any changes be required within that period, it will be brought back to the Board for authorization, before we submit it to the FTA for final approval.

MOTION: A motion was made by Director Tave, and seconded by Director Bailey to adopt the anticipated Disadvantaged Business Enterprise (DBE) goal for federal fiscal years 2019 through 2021-22 and to authorize the release of the DBE goal for a 30-day public review/45day public comment period. The motion was carried by the following vote:

Ayes: 5- Tave, Bailey, Hansen, Martinez-Rubin, Kelley

- 2.2. Consideration of Proposal from Samsara Networks, Inc. for Implementation of Cloud Hosted Fleet Tracking Equipment on 64 Vehicles for a 36-Month Term. Recommendation:** Authorize the General Manager to Enter into Agreement with Samsara Networks, Inc. for 36 Month Term for Hardware, Installation and Operation of Cloud Hosted Fleet Tracking Equipment on 54 Vehicles at a cost Not to Exceed \$150,000.

General Manager Anderson introduced the item, and opened with an abbreviated version of the presentation he gave to the F&A Committee during their latest meeting

Director Chavez arrived at 6:45 PM.

General Manager Anderson proceeded with a little bit of background on the dual camera, event recorder system as proposed by Samsara

1. It includes a GPS gateway that connects to the multiplex system on the vehicles, so it receives all kinds of information from the vehicle, and transmits to the cloud
2. In addition, it receives information from the camera system, which is a dual-facing camera, with one view capturing events through the windshield and the second, recording the interior of the vehicle and the driver.
3. It also has a vehicle tracking and mapping display along with other useful features.

He then proceeded with the history of event recorders in the WestCAT System, beginning with their deployment in 2006. He stated that this has proven to be a very useful tool, and has been a key element of our contractor's safety and training program. It's also proven to be effective in modifying driver behavior, and has been important for use in incident investigation and often times in vindicating drivers.

Some of the equipment we have at present is nearly 13 years old and is starting to fail. Our fleet is about 50% equipped with this technology at present, and we are faced with a replacement decision. The Samsara equipment is the system that we would propose.

General Manager Anderson then proceeded to explain how the Samsara equipment works

1. It communicates through the cellular network, and uses cloud-based technology to store images and information, and does an artificial intelligence type of review of the various information that it receives
2. It will send text alerts to key personnel designated to receive them for triggered events, off-route, etc.
3. Video is available for viewing within 2 minutes of an event
4. It has something that we are lacking now with the other system that we have due to its age, which is our real time automatic vehicle location GPS system
5. This system gives us GPS position in real time for any vehicle, along with replay capability that allows us to go back immediately and investigate any issues or complaints
6. It has artificial intelligence that does analysis of distracted or drowsy drivers, and can actually issue an alert to the driver with audio coaching
7. It provides continual vehicle mechanical monitoring and alerts on any major issues it picks up
8. It has an excellent interface with traffic condition maps and aerial images to get a real picture of a specific location where something is happening
9. It also provides data and analytics (point-to-point travel time, schedule adherence, idle time, speed, etc.).

General Manager Anderson then provided a visual of the dashboard that authorized users could access, along with a view of some of the route analytics reporting available through the system. He explained that it also allows us to share information about vehicle location directly with the customer via a web link that can be sent to them.

He concluded that Samsara is an excellent company, and have been very responsive. They have a global presence and 24-hour support, along with quick response time. They're updating the system with new features at no cost to us. There is also a 5-year equipment warranty.

In answer to a question posed by Director Tave, General Manager Anderson explained that approximately 25% of our vehicle fleet are either not communicating or drivers are unable to log in, making them invisible to the dispatchers. A real-time system was implemented in 2008 and that equipment has since failed. We are working with vendors and will bring a more robust

computer aided dispatch (CAD) and automatic vehicle locator system (AVL) to the Board later on. In the interim, this equipment provides the real-time location on a map of all the vehicles in the system. It can be filtered by route, and there are other features dispatchers can interact with that allow them to see in real-time exactly where the vehicles are at any given time.

Director Tave asked if once this is all in place, would there be a way for passengers to download an APP that would allow them to see where their bus is.

General Manager Anderson replied that as far as an APP that would be available to customers, we don't know how sensitive the equipment is to making predictions correctly. That is the more robust system that we'll be bringing to the Board later on.

General Manager Anderson agreed with Director Tave's assessment that this equipment is the infrastructure that we'll build upon. It's constantly being upgraded, but at present, we have just a rudimentary programming of where our routes and stop locations are. It's doing a pretty good job, and there are some predictions that it does make, but we are not confident that it's ready to roll out to the public. However, it's something that a dispatcher can look at rather quickly, and give a caller a pretty accurate estimate of where their bus is located.

In answer to another question posed by Director Tave regarding data storage, General Manager Anderson replied that a huge amount of information is being generated and stored in the cloud, and this unlimited storage is provided for under the terms of this agreement.

At the request of Vice-Chair Martinez-Rubin, General Manager Anderson explained all of the research that went into trying to find this vendor, and about what it takes to find equipment that fits with the existing technology that WestCAT has.

There was some additional discussion amongst the Board regarding what the technology's capabilities are, and how WestCAT might utilize them.

Chair Kelley added some of her own comments, and added that she also likes that people can call in and ask where their bus is, and the person answering the phone can respond with up-to-the-minute information.

General Manager Anderson added that we are going to roll this out slowly and make sure that we can respond to callers adequately, before we over promise additional options, such as sending a link to a customer that they can use to locate their route in real-time. We are thinking about it, and we'll test it to see if it's viable in the real-world, but we are certainly interested in doing that.

Several of the Board members agreed that they would like to assist in testing that out, and General Manager Anderson agreed that that would be a great idea.

MOTION: A motion was made by Director Tave, and seconded by Vice-Chair Martinez-Rubin to approve General Manager to enter into agreement with Samsara Networks, Inc. for 36 Month term for hardware, installation and operation of cloud-hosted fleet tracking equipment on 64 vehicles at a cost not to exceed \$150,000. The motion was carried by the following vote:

Ayes: 6- Tave, Martinez-Rubin, Hansen, Bailey, Chavez, Kelley

- 2.3. Report on Upcoming Summer Youth Pass Project.**
Recommendation: Receive Report.

General Manager Anderson requested Marketing Manager, Yvonne Morrow to present this item.

Ms. Morrow introduced the item, and provided a staff report

1. The Summer Youth Passes are currently in pre-sale
2. The program is being offered with funding support provided by 511 Contra Costa, the Bay Area Air Quality Management District, and the Contra Costa Transit Authority
3. This program is now in its 7th year
4. The subsidy has been increased from \$10 to \$25 per pass, so the pass (valued at \$60) is now being offered for \$35, rather than \$50
5. There is now a Shopify store where customers can purchase passes online
6. Cut off age for the pass has been increased to age 18
7. The pass is good for 3 months of unlimited rides on all County Connection, WestCAT, and Tri Delta Transit fixed route and express buses
8. County Connection is rejoining the effort after a number of years
9. The pass is now in the form of a card, that acts as a flash pass and can be worn on a lanyard.

Board Members asked questions and made comments.

2.4. Presentation and Discussion of FY2019 3rd Quarter Financial and Operating Data Report. Recommendation: Discussion and Direction to Staff.

General Manager Anderson introduced the item and provided a staff report.

1. This report is a picture of how we've done in the first three quarters of the fiscal year through March 31, and is preparatory to the budget discussion tonight.
2. Of the total expenses through the 3rd quarter, there is 29% of the budget remaining, which is where we want to be
3. The only line item where we have failed to meet the 25% remaining is in fringe benefits, partly due to the recent hire of an employee to fill a long-vacant position.
4. There are also the CalPERS rate changes that are reflected in that number, which will be covered in more detail during the budget presentation.
5. All of the other expense line items are well within the budget
6. At this point, the operating surplus we have showing at the end of the 3rd quarter is \$1.1 Million, and two things account for that.
7. One of those is the fuel contingency, because we like to plan for the worst case scenario

8. The other is that we had budgeted for a 10% increase in service, which we are not in a position to deliver this year.
9. Lastly, regarding the operating data, ridership on the local and express routes is down a little bit, although the Lynx is up
10. The vehicle revenue miles and hours are right around the targeted amount
11. Across all of the modes we had planned a farebox recovery ratio of 17%, and we are expecting to achieve at least 20% farebox recovery.

General Manager Anderson concluded his report of the 3rd quarter financial and operating data at this point, and moved on to the budget discussion.

2.5. Presentation and Adoption of FY18-19 Adjusted Operations Budget, and Proposed FY19-20 Capital and Operations Budget. Recommendation: Adopt Adjusted FY2018-19 and Proposed FY2019-20 Operations and Capital Budget or Direction to Staff.

General Manager Anderson introduced the item, which was also discussed in detail with the F&A Committee on Monday, and provided a presentation and staff report on the operating budget.

1. Some Board actions during the year have directly affected the budget. For example, the Board approved an increase in the MV Transportation contract rates for the upcoming year, which is reflected in the Purchased Transportation line items in the Operations and Maintenance sections of the budget.
2. Purchased Transportation monthly fee and variable expenses are increased slightly in the FY20 proposed budget. We are also providing capacity for a 5% service increase in the upcoming year. Not quite as optimistic as this year, but this reflects caution about recruiting and retaining drivers, which has been a regional problem.
3. We had originally budgeted \$1.62 Million for gasoline and diesel, which we've lowered to \$1.436 Million based on real experience through the 3rd quarter and expectations for the remaining portion of the year. We added back a contingency factor into the FY20 budget, although we have reduced the contingency amount slightly because of a fairly long history of not facing the worst case scenario
4. Fuel costs have gone up. There are a lot of global factors pushing prices up, and we have switched to renewable diesel, which tracks the market, but it's slightly below the market price. Hence, we've adjusted that downwards a bit.
5. The one thing to highlight, because it will be an issue going forward as well is the Insurance line item. Litigation against public agencies in the state is costlier. It's trending upwards and there is an absence of tort reform in the state, which exposes public agencies to a lot more potential liability
6. As a result, the market is reacting to that, particularly for California public agencies and raising their attachment points, not covering as much of the risk, and raising their rates to account for the pay-outs that they're making now. The costs are going up and that's a trend that we'll see not only in this fiscal year, but in upcoming years

7. We've benefited from being part of an insurance pool, which has spread the risk and kept the cost down, and provided a number of risk management strategies for us, which have been beneficial in keeping our rates down, but we can't counter the trends that are in the industry. Thus, we are seeing an increase of about \$130K for insurance for the upcoming year.
8. One thing that we had budgeted for was \$100K for leases and rental fees, which are principally the operational costs of the new Transbay Terminal, which are spread amongst all of the bus transit users
9. With the closure of the Transbay Terminal, this wasn't assessed to us in the current year. We've removed the \$100K from the adjusted budget and added it back in for next year. We are assuming that we'll be able to reestablish service to the Transbay Terminal probably in June or July of this year.
10. One of the things that we did do this year for any of the categories where we have CalPERS obligations (the Maintenance budget, Non-vehicle Maintenance budget, and the Administration's budget), is to split the CalPERS pension liabilities out from the fringe benefits. They used to be combined with all the other benefits, and we've also made those adjustments to the adjusted budget as well.

Chair Kelley asked where the cost for the Samsara is going to be placed in this budget.

General Manager Charlie Anderson replied that we had carried over some LCTOP funding, and because of some restrictions, it can only be used for certain things, and safety and security, which benefits the system, is an eligible use. These are prior year monies that we have been accruing. Therefore, we are proposing to fund the Samsara out of that source.

Directors Hansen and Chavez added a few general comments relating to past budgets.

Chair Kelley added for the public that the increased insurance costs aren't because we are having more accidents, it's because overall, it's actually going up for everybody.

General Manager Anderson confirmed Chair Kelley's statement and added that as part of the calculation of funding that we provide to the insurance pool, we are measured against others in the pool and our experience is actually better, so we actually have a bit of a discount based on our good experience.

Director Tave asked since the Samsara is safety related, whether that is also being taken into account with regards to our insurance.

General Manager Anderson replied that there isn't any immediate discount, but we are measured on our safety record and our losses, so we are doing everything that we can, not only as a pool, but as an agency to minimize any exposure that we might have, and this is an excellent tool for doing it.

He continued with his presentation of the operating budget at this time. He explained that we have very little in the way of change, but there are modest adjustments here and there.

11. We are experiencing a slight increase in telecommunication charges. We are monitoring that, and trying to keep that down, but we have quite a bit more in terms of devices and bandwidth that we are using now as an agency. It's something that we are tracking, but not in a position to influence very much, so we are building in capacity for it.

12. In the salaries line item, we do have a permanent fulltime employee now as part of our staff. That's reflected by an increase in both the salaries and fringe line items (including pension) on an annual basis.
13. We don't have any ongoing healthcare benefits provided as a pension benefit to retiring employees. Hence, we are in a lot better shape in terms of unfunded liability than a lot of public agencies in this state.
14. The CalPERS system is going through changes in assumptions and they're increasing their rates over a 5-year period. Consequently, we are in that process now where pension benefit rates are going up as a percentage of overall salaries. Hence, that's just a factor that we'll be reporting on in future budgets as well.

Chair Kelley confirmed with General Manager Anderson that we don't have any other post-employment benefits, so that's actually a benefit to us, since that's hurting a lot of other agencies.

General Manager Anderson clarified for Director Chavez that the reason that there is nothing under pensions in the adopted budget versus the proposed budget is that the proposed budget now reflects the separation of the CalPERS pension benefits from the rest of the fringe. It's always been tracked separately, but we are presenting it as a separate budget line item now for transparency.

1. There is very little in the way of changes in the administration budget, other than being more adequately staffed.
2. Regarding the operating revenues, with the passage of Senate Bill 1, we have more available in certain categories and it's being distributed in a new way, and getting phased in, but this is the format going forward.
3. The STA Population Based County Block Grant had nothing in it in the adjusted budget, but it's now showing a total STA allocation under the new method, incorporating revenue that previously appeared in several other STA categories. For next year, we expect it to go up by approximately another 15%, so it's going in a good direction.
4. In the adjusted budget, we are assuming a surplus of approximately \$1 Million.
5. One of the things we did for the upcoming year in the farebox category is to raise it by \$200K, which is based on our current year projected revenue, and we are taking the conservative view of holding that line item constant in the proposed FY20 year.

Board Members asked some additional questions and made comments.

General Manager Anderson clarified for Vice-Chair Martinez-Rubin that the \$5,000 amount proposed for FY20 in non-farebox revenue is a conservative expectation. He explained that there are two factors that really contributed to exceeding the budget in the current year. The first is the sale of assets, where we sold a couple of retired vehicles and classified this revenue as non-farebox. The other is, we carried some substantial balances in our accounts which generated some interest. Those two together accounted for the additional \$50,000 in non-farebox revenue.

He concluded, that we don't know what our balances will be next year, and we'll be carrying over less in reserves, and we'll probably not be selling any assets off. Basically, the assets sold are vehicles that are at the end of their federal useful life and they are retired and we are obligated to get them out of our fleet. They're in a stage where they'll be incurring more in repair costs. One of the buses we are retiring was a 1998, and the first of the BART Express buses.

General Manager Anderson explained for Vice-Chair Martinez-Rubin that the short range transit plan line item under administration salaries is a category for all planning activities that anticipate future growth, and prioritize new service investments. Sometimes we are required to produce a new short range transit plan that is done in-house. Thus, it's a planning aspect of the budget that can be used for consultants in some cases, and in other cases, can be used for in-house staff.

He further explained that the short range transit plan is a 10-year plan document, and it does become challenging to try and forecast the operating revenues for a 10-year period, but it's still a good exercise. It's prepared every 4-years at present. The frequency of the updates changes by region, but another will be done this coming year.

At this point in the discussions, General Manager Anderson requested Assistant General Manager, Rob Thompson to come forward and present the capital budget.

As requested, Assistant General Manager Thompson proceeded with the staff report and presentation of the capital budget.

The capital budget is being presented in the standard format.

The proposed capital projects for the upcoming fiscal year are:

- a. The Facility and Equipment Upgrade, the standard project we include annually for small routine projects that occur throughout the year.

As part of the MTC transit capital priorities process we can access federal funds to replace vehicles that are at the end of their useful life, and the following vehicles are due to be replaced in the upcoming year:

- b. (5) 2007 35 ft. vehicles
- c. (4) 2002 40 ft. vehicles
- d. (2) 2008 DAR vehicles

Through the FTA and MTC process we can apply for approximately 80% of federal funds for these vehicle replacements.

The other two projects listed are:

- e. Bus Wash
 - f. Automatic Vehicle Location (AVL) Replacement
1. These are projects that the Board have previously seen and approved, and have approved various funding over the last couple of years within them. These two "projects" are actually increasing the scope and budget for previously-approved projects.

2. For the AVL project, we are able to apply for additional federal money, mainly because we delayed the replacement of the 2002 vehicles for a number of years.
3. There is a process that MTC allows you to apply for the savings that the region has made through us delaying the replacement of vehicles. Hence, we can use that money for another project, and in this case we can apply that to the AVL project.
4. Regarding the bus wash project, we received an updated engineer's estimate and the project is now estimated to be at \$2.1 Million, which includes the purchase of the equipment, installation, and engineering work that's already begun and requires an update. Thus, we are seeking an additional \$632,500, which will make that budget whole at this point.

Assistant General Manager Thompson explained how the various funding amounts requested are displayed in the capital budget

1. In new funding, the amount of federal money that we are able to request is just under \$4.5 Million and there is also Net Bridge Tolls in the amount of \$320K.
2. There is also some prior year funding to be used in order to make this capital budget whole in the form of \$143K in State of Good Repair (SB1 capital) money, and also \$175K in PTMISEA-Prop 1B.
3. These are funds that we applied for previously, and there are restrictions on what these funds can be used for.
4. Again, in order to make the capital budget whole, we will use some of our prior year TDA funds (money which comes out of our reserves that we've not used in prior years).

At the request of Director Tave, Assistant General Manager Thompson clarified that the AVL project is made up of Proposition 1B security money (LCTOP) and some federal money, so the \$150K Samsara project is spending down the prior year LCTOP money. There is an AVL project budget that exists that has \$900K in it, and the Samsara is coming out of that. However, the \$294K is a new project for the coming fiscal year. Basically, they're related, but aren't the same project, and are being funded across multiple years.

Assistant General Manager Thompson went on to explain that the totals for both the operating and capital budgets include both current year and prior year funds, which are laid out in the various categories. He further explained the three reserve accounts (insurance \$40K, facility \$100K, and vehicle reserve \$300K) as being consistent with the amounts of which were previously established by the Board.

One note on the vehicle reserve. We have a large number of replacement vehicles in this particular budget. It's quite likely that in next year's budget we have another six vehicles that are up for replacement. Once that's completed, we'll have a fairly young fleet. These are our largest vehicle procurements that we have coming up, and they do come in a group together. We then have a number of years where we have no vehicle replacements, but we do keep the vehicle reserve in place.

The final number as presented in the capital budget is essentially what is remaining in our reserves. The caveat to add to that is that we anticipate having around \$1 Million in surplus operating funds, which would be added to this number. We also have approximately \$780K in deferred operating funds that we've received from BART in the past that we haven't used,

which is held in a separate account. Therefore, that would also be included in our overall reserves total. Hence, it's the \$3.4 Million, plus another \$1.7 Million, which is approximately where are reserves will be after fully funding the FY19/20 budget.

Chair Kelley established for the rest of the Board that we are well over the \$2 Million reserve amount that the Board had previously established, which is very good.

Vice-Chair Martinez-Rubin commented that in reviewing these budgets, she's hopeful that for those listening, there is a realization that there is a considerable cost to these vehicles, and that this isn't just an administrative exercise, but that these are resources that are out there for public use, and it their money being used to pay for them. Hence, as a society there is the need to respect what is public property.

Director Chavez added that this is a very healthy budget and we are very proud of WestCAT, and she is proud to be part of this Board.

Chair Kelley agreed with Director Chavez, and thanked the other members for their comments.

MOTION: A motion was made by Director Chavez, and seconded by Vice-Chair Martinez-Rubin to adopt Adjusted FY2018-19 and Proposed FY2019-20 Operations and Capital Budget. The motion was carried by the following vote:

Ayes: 6- Chavez, Martinez-Rubin, Tave, Hansen, Bailey, Kelley

3) COMMITTEE REPORTS

3.1. General Manager's Report None

4) CORRESPONDENCE None

5) BOARD COMMUNICATION

General Manager Anderson replied to Director Tave's question regarding a previous discussion about the Emergency Operations Center, and WestCAT's involvement and participation in the case of an emergency event, such as the wildfires last year. He explained that we are in communication with County staff in their efforts to identify the assets. We also have an informal network with other transit operators around the state, and we do participate any time there is a joint exercise in this portion of the county.

Assistant General Manager Thompson further explained that in terms of coordination work, the County has just started a process of trying to have some updated meetings and the right people in the room. There is actually a meeting scheduled for next week with the transit operators, along with all of the other services. There is a larger regional push through MTC, but the County is just beginning to get that process going and we are definitely involved.

Chair Kelley concluded with a report on the CCTA's potential transportation expenditure plan (TEP) for March of 2020, and the upcoming meetings that have been scheduled for that discussion. She concluded with her own thoughts on what she'd like to see included in that plan, if it were to come to be.

6) ADJOURNMENT

At 8:10 p.m., Chair Kelley adjourned the regular meeting of the WCCTA Board of Directors of May 9, 2019.

Chris Kelley, Chair

Date

Charles Anderson, Secretary

Date

A/P DISBURSEMENTS JULY 2019

WCCTA - WestCAT
Purchase Journal**AGENDA****ITEM # 1.2**

Filter Criteria includes: 1) Unposted Transactions only; 2) Includes Drop Shipments. Report order is by Vendor ID. Report is printed in Detail Format.

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
4/12/19	11101 Transp. Vehicles & Equipment 20100 Accounts Payable	M-0732795	Balance on new buses (FTA, ins, fed assets, and PTMISEA) Alexander Dennis Inc	594,604.25	594,604.25
6/24/19	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	062936.03*76786	Support service task order3 (PTMISEA) Gannett Fleming, Inc.	2,404.61	2,404.61
6/30/19	20200 Accrued Payroll Liabilities 20200 Accrued Payroll Liabilities 20100 Accounts Payable	6/2019	June 30th deferred comp 401K loan Vantagepoint Transfer Agents -- 457	2,393.80 214.62	 2,608.42
6/30/19	50800-10 Purchased Transportation, Ope 50800-10 Purchased Transportation, Ope 50600-10 Insurance, Operations 50600-10 Insurance, Operations 20100 Accounts Payable	101876	June maintenance June Ambassador June liability ins. June service MV Transportation	522,186.47 3,147.20 15,894.36 71,667.00	 612,895.03
7/2/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	7/19	Install new ramp to modular trailer RAM Welding & FAB	480.00	480.00
				1,212,992.31	1,212,992.31

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
6/12/19	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	980689	Janitorial supplies Central Sanitary Supply	573.00	573.00
7/11/19	50908-10 Marketing & Advertising, Ope 20100 Accounts Payable	108	July transit consulting Electra McFadden-Jeter	4,000.00	4,000.00
7/15/19	50908-10 Marketing & Advertising, Ope 20100 Accounts Payable	7/19	Drivers awards and incentive Donesha McKinley	515.00	515.00
7/31/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	7/19	July bus shelter maintenance Don Hinkle	539.00	539.00
8/1/19	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	8/19	Aug dental ins Health Care Dental	886.51	886.51
8/1/19	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	8/19	Aug medical ins Kaiser Foundation Health Plan, Inc.	9,697.89	9,697.89
				16,211.40	16,211.40

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
6/6/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	35354	June inspection Afforda-Test	100.00	100.00
7/3/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	35656	July inspection Afforda-Test	100.00	100.00
6/24/19	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1096337	Vehicle repair (2004 Nissan) All-Pro Glass	225.00	225.00
6/5/19	50300-10 Outside Services, Operations 20100 Accounts Payable	69251	Duplicated key Armor Locksmith Services	115.54	115.54
6/9/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	6/19	Install new recept for on demand, water heater, and power for comp system ASAP Electric	600.00	600.00
6/30/19	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	6/19	June phone service June phone service AT&T	410.96 205.48	616.44
8/1/19	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	2721324190715M	Monitoring fee-fire 8/1-11/1/19 Monitoring fee-fire 8/1-11/1/19 Bay Alarm Company	432.76 216.38	649.14
6/30/19	50410-10 Postage, Operations 50410-60 Postage, Admin 50908-10 Marketing & Advertising, Ope 50499-60 Other Mat & Supplies, Admin 50499-42 Other Mat&Suppl, Non-Veh 50300-42 Outside Service, Non-Veh Mai 50999-10 Miscellaneous Exp, Operation 11103 Office Equipment & Furniture 20100 Accounts Payable	6/19	June postage June postage Employee appreciation, and web maintenance Office supplies Computer network, and moduler ramp repair Zello comp software, repair floor drain Shop meeting Compute equip/upgrades Bank of America Business Card	150.00 74.99 4,012.40 1,492.69 7,086.15 1,139.60 46.92 26.05	14,028.80
7/1/19	10400 Prepaid Expenses 10400 Prepaid Expenses 10400 Prepaid Expenses 20100 Accounts Payable	CAL2020-0034	Liability program Physical damage (VPD) program ERMA CalTIP	528,388.00 37,692.00 4,647.00	570,727.00

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
7/10/19	50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	IN023449790	Janitorial supplies CCP Industries Inc.	139.51	139.51
6/24/19	50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	983611	Janitorial supplies Central Sanitary Supply	163.50	163.50
7/1/19	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	7/19	July cell phone reimbursement July cell phone reimbursement Charles Anderson	40.00 20.00	60.00
6/26/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	124199	Vehicle parts Chuck's Brake & Wheel	1,771.42	1,771.42
6/30/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- 4024717105	Uniform Cintas Corporation	807.60	807.60
5/9/19	50300-60 Outside Services, Admin 20100 Accounts Payable	5/19	BOD live recording (7/12, 10/11, 11/8, 12/13/18 & 1/19, 3/14, 4/11, 5/9/19) City Of Pinole	1,560.00	1,560.00
7/1/19	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	84650641	July fiber optic network July fiber optic network Comcast Business	1,066.67 533.33	1,600.00
8/1/19	50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable	8/19	Aug LTD Aug supplemental life ins BCC	667.54 288.77	956.31
6/30/19	10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	14-2019-JUN	Ins. admin fee unit #117 DOA 2/6/18, #156 DOA 8/21/18, and #? DOA 4/24/19 California Transit Systems	2,524.19	2,524.19
6/14/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- 291650008	Vehicle parts Dentoni's Welding Works Inc.	984.38	984.38
6/18/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- 56664	Vehicle parts Diesel Marine Electric	2,321.02	2,321.02
6/22/19	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100	6/19	Water service 4/26-6/22/19 Water service 4/26-6/22/19 EBMUD	979.78 489.88	1,469.66

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable				
6/24/19	50401-10 Fuel & Lubricants 20100 Accounts Payable	19934541	Gasoline Flyers Energy, LLC (RCP)	18,999.73	18,999.73
6/27/19	50401-10 Fuel & Lubricants 20100 Accounts Payable	M- 19-934501	Grease, DEF, motor oil, and FCAB50 Flyers Energy, LLC (RCP)	2,080.85	2,080.85
7/16/19	50401-10 Fuel & Lubricants 20100 Accounts Payable	M- 19945248	DEF, and motor oil Flyers Energy, LLC (RCP)	3,390.60	3,390.60
6/1/19	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M- 210373	Vehicle repair unit #30, and #34 Ford Lincoln Fairfield	6,556.12	6,556.12
6/20/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	INV00040	July cleaning (an extra day added to HTC bathrooms) GCI JANITORIAL SERVICES	2,211.00	2,211.00
6/28/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- 40596018	Vehicle parts Gillig LLC	1,385.20	1,385.20
6/28/19	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	1242904	May buswash legal service Hanson Bridgett LPP	372.50	372.50
6/30/19	20200 Accrued Payroll Liabilities 20200 Accrued Payroll Liabilities 20100 Accounts Payable	06/2019	June 30th deferred comp 401K loan Vantagepoint Transfer Agents -- 457	2,411.66 214.62	2,626.28
6/28/19	50402-10 Tires & Tubes 20100 Accounts Payable	M- 122633	June tires J & O's Commercial Tire Center	4,684.42	4,684.42
6/19/19	50300-41 Outside Service, Vehicle Main 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- D744644	Vehicle repair (DPF) units #112 and #151 Vehicle parts Kenworth Pacific Holding	655.51 9,217.00	9,872.51
6/19/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	7216635	Vehicle parts Kimball Midwest	435.10	435.10
6/24/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	456919-143	Quarterly maintenance Monterey Mechanical	360.00	360.00
6/29/19	50499-41 Other Mat & Supplies, Veh Ma	324158	Vehicle parts	5,640.15	

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Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	20100 Accounts Payable		Napa Auto Parts Antioch		5,640.15
7/3/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	3495-201720	Material to repair trailer O'Reilly Automotive, INC	98.31	98.31
7/6/19	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	64182686	July copier Pacific Office Automation/Lease	356.16	356.16
6/20/19	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	107872	Excess black and color meter Pacific Office Automation/Service	92.02	92.02
7/5/19	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	141428	Excess black and color meter Pacific Office Automation/Service	8.16	8.16
7/22/19	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	6900124-00	Vehicle repair unit #152 (orig 4/4/19) Pacific Power Group, LLC	1,587.11	1,587.11
7/1/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	53007	July landscaping Pacific Site Landscaping	485.10	485.10
7/31/19	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	INV 20460	July phone service July phone service STREAMS	688.62 344.30	1,032.92
6/11/19	50300-10 Outside Services, Operations 20100 Accounts Payable	900967501	Vehicle repair unit #206 Prevost Car, a division of	8,781.60	8,781.60
6/30/19	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	0851-153490665	June service June service Republic Services #851	530.46 265.22	795.68
6/24/19	50401-10 Fuel & Lubricants 20100 Accounts Payable	153678	Diesel Spartan Tank Lines, Inc.	23,153.34	23,153.34
6/28/19	50401-10 Fuel & Lubricants 20100 Accounts Payable	153866	Diesel Spartan Tank Lines, Inc.	23,469.56	23,469.56
7/8/19	50401-10 Fuel & Lubricants 20100 Accounts Payable	154023	Diesel Spartan Tank Lines, Inc.	23,415.76	23,415.76
7/12/19	50401-10	154201	Diesel	23,761.91	

WCCTA - WestCAT
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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Fuel & Lubricants 20100 Accounts Payable		Spartan Tank Lines, Inc.		23,761.91
7/1/19	50499-41 Other Mat & Supplies, Veh Ma 50499-60 Other Mat & Supplies, Admin 20100 Accounts Payable	M-9800609870	Vehicle parts	267.25	
			Office supplies	262.67	
			Staples		529.92
6/30/19	50401-10 Fuel & Lubricants 20100 Accounts Payable	44-0024477	Underground storage tank (4/1-6/30/19) State Board of Equalization	2,384.68	2,384.68
6/30/19	50401-10 Fuel & Lubricants 20100 Accounts Payable	57-416014	Diesel fuel tax (4/1-6/30/19) State Board of Equalization (TK)	1,115.44	1,115.44
6/21/19	50300-10 Outside Services, Operations 20100 Accounts Payable	6/19	June DAR tablets T-MOBILE	3,874.87	3,874.87
6/25/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- 81761548	Vehicle parts The Aftermarket Parts Company, LLC	4,072.62	4,072.62
7/9/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	81777886	Vehicle parts The Aftermarket Parts Company, LLC	1,058.35	1,058.35
7/1/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	7/19	Website and email maintenance Tiger Technologies LLC	215.40	215.40
7/13/19	50300-10 Outside Services, Operations 20100 Accounts Payable	V446E9289	Shipping (James) UPS	75.41	75.41
6/21/19	50300-10 Outside Services, Operations 20100 Accounts Payable	9832547966	June cell phones Verizon Wireless	532.72	532.72
5/29/19	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M- 9890	Vehicle repair units #205 DOA ? #408 DOA ? and #406 DOA 2/2/19 Walker's Auto Body	7,560.96	7,560.96
6/30/19	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	6/19	June service June service Western Exterminator Co.	98.68 49.32	148.00
6/6/19	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-00451290	Waste pick-up World Oil Environmental Services	310.00	310.00

WCCTA - WestCAT Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
7/17/19	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-1500-00462588	Waste pick-up World Oil Environmental Services	737.24	737.24
				<u>789,787.21</u>	<u>789,787.21</u>

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
7/26/19	11101 Transp. Vehicles & Equipment 20100 Accounts Payable	30115301	Bus inspection (4 new Gillig) First Transit, Inc.	4,000.00	4,000.00
				4,000.00	4,000.00

A/P DISBURSEMENTS AUGUST 2019

8/14/19 at 17:15:05.31

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Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
8/9/19	11105 Oper, Maint & Admin Facility 50499-60 Other Mat & Supplies, Admin 50908-10 Marketing & Advertising, Ope 50908-10 Marketing & Advertising, Ope 20100 Accounts Payable	8/19	Buswash project notary service Office supplies Marketing raffle basket Back to school drive donations Petty Cash, WCCTA/Andramica McFadden	15.00 73.74 36.73 450.00	575.47
				<u>575.47</u>	<u>575.47</u>

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
7/14/19	50500-10 Utilities, Operations	7/19	July gas and electric 6/13-7/14/19	2,320.20	
	50500-60 Utilities, Admin		July gas and electric 6/13-7/14/19	1,160.09	
	20100 Accounts Payable		PG & E		3,480.29
7/17/19	50500-10 Utilities, Operations	7/2019	July eelectric 6/18-7/17/19	8.44	
	50500-60 Utilities, Admin		July eelectric 6/18-7/17/19	4.22	
	20100 Accounts Payable		PG & E		12.66
7/24/19	50908-10 Marketing & Advertising, Ope	AAC010640	20th anniversary jacket	74.37	
	20100 Accounts Payable		Blue Sky Sports		74.37
7/31/19	50800-10 Purchased Transportation, Ope	102726	July service	593,524.37	
	50800-41 Purchased Transp, Veh Maint		July maintenance	72,591.67	
	50600-10 Insurance, Operations		July liability insurance	17,337.60	
	20100 Accounts Payable		MV Transportation		683,453.64
8/7/19	11104 Facility Repairs	8/19	Install circuit for new A/C and heat pump in server room	1,000.00	
	20100 Accounts Payable		ASAP Electric		1,000.00
8/9/19	50300-10 Outside Services, Operations	109	Aug transit consulting	4,000.00	
	20100 Accounts Payable		Electra McFadden-Jeter		4,000.00
8/12/19	50908-10 Marketing & Advertising, Ope	1114	WestCAT mascot	2,300.00	
	20100 Accounts Payable		Aardvark Mascots		2,300.00
8/13/19	50300-10 Outside Services, Operations	8/19	Vehicle inspection FY 2020 (GPPV)	500.00	
	20100 Accounts Payable		California Highway Patrol		500.00
8/14/19	50908-10 Marketing & Advertising, Ope	6162	WestCAT postcards postage	1,410.00	
	20100 Accounts Payable		MarkOne Visual Communications, Inc.		1,410.00
9/1/19	50215-60 Fringe Benefits, Admin	9/19	Sep dental ins	886.51	
	20100 Accounts Payable		Health Care Dental		886.51
9/1/19	50215-60 Fringe Benefits, Admin	9/19	Sep LTD	667.54	
	20200 Accrued Payroll Liabilities		Sep supplemental life ins	288.77	
	20100 Accounts Payable		BCC		956.31
9/1/19	50215-60 Fringe Benefits, Admin	9/19	Sep medical ins	9,697.89	

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	20100 Accounts Payable		Kaiser Foundation Health Plan, Inc.		9,697.89
				707,771.67	707,771.67

WCCTA - WestCAT
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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
7/19/19	50401-10 Fuel & Lubricants 20100 Accounts Payable	19-947712	Diesel and gas Flyers Energy, LLC (RCP)	21,094.48	21,094.48
7/23/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-7284313	Vehicle parts Kimball Midwest	570.00	570.00
7/25/19	50401-10 Fuel & Lubricants 20100 Accounts Payable	19-950890	Diesel Flyers Energy, LLC (RCP)	19,733.94	19,733.94
7/30/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	124277	Vehicle parts Chuck's Brake & Wheel	1,577.43	1,577.43
7/30/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	90448	Vehicle parts Always Under Pressure	128.55	128.55
7/31/19	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	7/19	July phone service July phone service AT&T	413.80 206.89	620.69
7/31/19	20200 Accrued Payroll Liabilities 20200 Accrued Payroll Liabilities 20100 Accounts Payable	7/2019	July 31st deferred comp 401K loan Vantagepoint Transfer Agents -- 457	2,534.62 214.62	2,749.24
7/31/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-326937	Vehicle parts Napa Auto Parts Antioch	7,236.04	7,236.04
8/1/19	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	86143529	Aug fiber optic network Aug fiber optic network Comcast Business	1,066.67 533.33	1,600.00
8/2/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	35969	Aug inspection Afforda-Test	100.00	100.00
8/2/19	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	429167	Vehicle repair unit #204 Motor Coach Industries, Inc.	859.90	859.90
8/5/19	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	199679	Black and color excess meter Pacific Office Automation/Service	30.36	30.36
8/7/19	50901-60	21745	Dues FY 19/20	34,370.00	

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Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Dues & Subscriptions, Admin 20100 Accounts Payable		WCCTAC		34,370.00
8/10/19	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	64679001	Aug copier Pacific Office Automation/Lease	356.16	356.16
8/13/19	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	8/19	Aug gas and electric 7/15-8/13/19 Aug gas and electric 7/15-8/13/19 PG & E	2,495.99 1,247.99	3,743.98
8/14/19	50300-60 Outside Services, Admin 20100 Accounts Payable	1903	4th qtr accounting services and year-end financials with schedules including GASB 68 Patricia A. Raedy	13,015.00	13,015.00
8/14/19	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	M-062936.03*79190	Buswash project task order 3 Gannett Fleming, Inc.	5,479.69	5,479.69
8/15/19	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	2689124190815M	Monitoring fee burglar service 9/1-12/1/19 Monitoring fee burglar service 9/1-12/1/19 Bay Alarm Company	89.36 44.68	134.04
8/15/19	20200 Accrued Payroll Liabilities 20200 Accrued Payroll Liabilities 20100 Accounts Payable	8/19	August 15th deferred comp 401K loan Vantagepoint Transfer Agents -- 457	1,178.62 214.62	1,393.24
8/20/19	50902-60 Travel Expense, Admin 50908-10 Marketing & Advertising, Ope 20100 Accounts Payable	8/19	Aug meetings Agency BBQ Andramica Mcfadden	34.85 44.63	79.48
8/23/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-46397	Vehicle parts Bay Area Bus Repair, Inc.	142.14	142.14
8/26/19	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	534931	Vehicle parts (orig 5/20/19) Big Joe California North	512.38	512.38
8/27/19	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	1229969	Buswash project legal services (orig 12/31/18) Hanson Bridgett LPP	548.75	548.75
8/27/19	50300-60 Outside Services, Admin 20100 Accounts Payable	56181	Local Transit Operators Strategy and Messaging Support Moore Iacofano Goltsman, Inc.	1,175.00	1,175.00

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
8/31/19	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	8/19	Aug bus shelter maintenance Don Hinkle	528.00	528.00
				<u>117,778.49</u>	<u>117,778.49</u>



Monthly Management Report Summary

May, FY 18/19

System & Program Summary

	May FY 18/19	May FY 17/18	% Change	Year-To-Date FY 18/19	Year-To-Date FY 17/18	% Change
System Total						
Total Passengers	105,470	108,058	-2.4	1,088,642	1,114,319	-2.3
Revenue Passengers	94,707	97,325	-2.7	985,921	1,004,112	-1.8
Weekday Total Passengers	101,360	103,856	-2.4	1,037,653	1,060,510	-2.2
Saturday Total Passengers	2,406	2,484	-3.1	33,222	35,442	-6.3
Sunday Total Passengers	1,704	1,718	-0.8	17,767	18,367	-3.3
Weekday Average Passengers	4,607	4,721	-2.4	4,492	4,611	-2.6
Saturday Average Passengers	602	621	-3.1	651	682	-4.5
Sunday Average Passengers	341	344	-0.9	329	340	-3.2
Vehicle Revenue Hours	9,603.56	9,120.42	5.3	100,922.44	94,799.40	6.5
Total Vehicle Hours	10,215.68	9,643.31	5.9	107,439.64	100,892.19	6.5
Revenue Vehicle Miles	173,816.7	163,012.0	6.6	1,831,491.7	1,695,190.0	8.0
Total Miles	192,176.0	178,018.0	8.0	2,009,648.1	1,878,069.9	7.0
Dial-A-Ride Program						
Number of Weekdays	22	22	0.0	230	229	0.4
Number of Saturdays	4	4	0.0	51	52	-1.9
Total Passengers	2,996	3,333	-10.1	32,744	37,424	-12.5
Revenue Passengers	2,819	3,161	-10.8	30,804	35,341	-12.8
Weekday Total Passengers	2,813	3,165	-11.1	30,642	35,065	-12.6
Saturday Total Passengers	183	168	8.9	2,102	2,359	-10.9
Weekday Average Passengers	128	144	-11.1	133	153	-13.1
Saturday Average Passengers	46	42	9.5	41	45	-8.9
Vehicle Revenue Hours	1,314.00	1,310.29	0.3	13,698.55	14,000.41	-2.2
Total Vehicle Hours	1,421.72	1,398.62	1.7	14,912.02	15,110.28	-1.3
Productivity	2.3	2.5	-8.0	2.4	2.7	-11.1
Revenue Vehicle Miles	17,806.8	18,593.4	-4.2	191,357.4	193,401.9	-1.1
Total Miles	19,520.0	20,328.0	-4.0	210,608.9	214,783.9	-1.9
Express Routes Program						
Number of Weekdays	22	22	0.0	231	230	0.4
Number of Saturdays	4	4	0.0	51	52	-1.9
Number of Sundays	5	5	0.0	54	54	0.0
Total Passengers	43,527	47,729	-8.8	472,004	517,351	-8.8
Revenue Passengers	39,673	43,645	-9.1	431,342	471,923	-8.6
Weekday Total Passengers	40,062	44,208	-9.4	430,058	473,265	-9.1
Saturday Total Passengers	1,761	1,803	-2.3	24,179	25,719	-6.0
Sunday Total Passengers	1,704	1,718	-0.8	17,767	18,367	-3.3
Weekday Average Passengers	1,821	2,009	-9.4	1,862	2,058	-9.5
Saturday Average Passengers	440	451	-2.4	474	495	-4.2
Sunday Average Passengers	341	344	-0.9	329	340	-3.2
Vehicle Revenue Hours	3,386.67	2,916.40	16.1	35,746.47	31,721.78	12.7
Total Vehicle Hours	3,633.04	3,098.34	17.3	38,290.87	33,950.84	12.8
Productivity	12.9	16.4	-21.3	13.2	16.3	-19.0
Revenue Vehicle Miles	61,862.4	50,364.8	22.8	652,101.7	572,759.9	13.9
Total Miles	66,386.6	53,607.6	23.8	699,128.8	612,897.4	14.1



Monthly Management Report Summary

May, FY 18/19

System & Program Summary

	May FY 18/19	May FY 17/18	% Change	Year-To-Date FY 18/19	Year-To-Date FY 17/18	% Change
Local Fixed Routes Program						
Number of Weekdays	22	22	0.0	230	229	0.4
Number of Saturdays	4	4	0.0	51	52	-1.9
Total Passengers	28,363	30,487	-7.0	280,745	293,711	-4.4
Revenue Passengers	22,651	24,476	-7.5	227,403	235,733	-3.5
Weekday Total Passengers	27,901	29,974	-6.9	274,454	286,748	-4.3
Saturday Total Passengers	462	513	-9.9	6,291	6,963	-9.7
Weekday Average Passengers	1,268	1,362	-6.9	1,193	1,252	-4.7
Saturday Average Passengers	116	128	-9.4	123	134	-8.2
Vehicle Revenue Hours	3,236.25	3,236.02	0.0	33,980.78	32,522.39	4.5
Total Vehicle Hours	3,399.39	3,381.93	0.5	35,661.20	34,031.99	4.8
Productivity	8.8	9.4	-6.4	8.3	9.0	-7.8
Revenue Vehicle Miles	49,747.1	49,653.4	0.2	521,437.8	494,347.5	5.5
Total Miles	52,833.9	52,741.8	0.2	553,108.4	523,466.7	5.7
Transbay Lynx Program						
Number of Weekdays	22	22	0.0	231	230	0.4
Number of Saturdays	0	0		2	1	100.0
Total Passengers	30,584	26,509	15.4	303,149	265,833	14.0
Revenue Passengers	29,564	26,043	13.5	296,372	261,115	13.5
Weekday Total Passengers	30,584	26,509	15.4	302,499	265,432	14.0
Saturday Total Passengers				650	401	62.1
Weekday Average Passengers	1,390	1,205	15.4	1,310	1,154	13.5
Saturday Average Passengers				325	401	-19.0
Vehicle Revenue Hours	1,666.64	1,657.71	0.5	17,496.64	16,554.82	5.7
Total Vehicle Hours	1,761.53	1,764.42	-0.2	18,575.55	17,799.08	4.4
Productivity	18.4	16.0	15.0	17.3	16.1	7.5
Revenue Vehicle Miles	44,400.4	44,400.4	0.0	466,594.8	434,680.7	7.3
Total Miles	46,233.8	46,521.4	-0.6	487,790.1	465,848.7	4.7



Passenger & Productivity Statistical Report

May, FY 18/19

System
All Routes

Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	May			Fiscal Year To Date			May			Fiscal Year To Date		
	FY 17/18	FY 18/19	% Change	FY 17/18	FY 18/19	% Change	FY 17/18	FY 18/19	% Change	FY 17/18	FY 18/19	% Change
Route 10 Weekday	2,934	2,739	-6.6	28,685	24,430	-14.8	11.1	10.3	-7.2	10.8	9.0	-17.0
Route 11 Weekday	5,227	4,597	-12.1	52,809	49,256	-6.7	12.1	10.6	-11.7	11.9	10.9	-8.2
Route 11 Saturday	246	245	-0.4	3,341	3,143	-5.9	5.0	4.9	-0.6	5.6	5.0	-10.9
Route 11 Total	5,473	4,842	-11.5	56,150	52,399	-6.7	11.3	10.1	-11.2	11.1	10.2	-8.6
Route 12 Weekday	3,844	3,290	-14.4	35,102	31,608	-10.0	12.1	10.4	-14.1	11.1	9.8	-11.7
Route 15 Weekday	2,135	2,146	0.5	24,056	19,457	-19.1	8.6	8.6	0.0	8.9	7.5	-15.6
Route 16 Weekday	6,109	5,958	-2.5	59,553	55,569	-6.7	9.4	9.2	-2.7	9.0	8.2	-9.3
Route 17 Weekday	951	755	-20.6	6,242	6,479	3.8	7.4	5.9	-20.1	4.8	4.8	-0.2
Route 18 Weekday	969	583	-39.8	6,771	6,564	-3.1	8.8	5.3	-39.8	6.0	5.7	-5.0
Route 19 Saturday	267	217	-18.7	3,622	3,148	-13.1	4.8	3.9	-18.4	5.2	4.4	-14.1
Route 30Z Weekday	2,236	2,016	-9.8	23,526	24,022	2.1	5.1	4.6	-9.3	5.1	5.3	2.4
Route C3 Weekday	5,569	5,817	4.5	50,004	57,069	14.1	10.3	10.7	4.0	10.8	10.0	-7.4
Route DAR Weekday	3,165	2,813	-11.1	35,065	30,642	-12.6	2.6	2.3	-10.4	2.7	2.4	-10.7
Route DAR Saturday	168	183	8.9	2,359	2,102	-10.9	2.4	2.2	-9.4	2.4	2.2	-8.8
Route DAR Total	3,333	2,996	-10.1	37,424	32,744	-12.5	2.5	2.3	-10.4	2.7	2.4	-10.6
Route J Weekday	24,519	21,161	-13.7	255,771	217,259	-15.1	15.7	13.6	-13.6	16.3	13.4	-17.7
Route J Saturday	1,803	1,761	-2.3	25,719	24,179	-6.0	10.0	9.3	-6.5	11.9	10.1	-15.7
Route J Sunday	1,718	1,704	-0.8	18,367	17,767	-3.3	8.7	8.6	-0.8	10.0	8.4	-16.5
Route J Total	28,040	24,626	-12.2	299,857	259,205	-13.6	14.5	12.7	-12.5	15.3	12.5	-17.9
Route JPX Weekday	19,689	12,625	-35.9	163,446	135,894	-16.9	20.2	12.9	-36.0	18.0	13.3	-25.8
Route JX Weekday		6,276		54,048	76,905	42.3	0.0	13.6	0.0	18.2	15.8	-12.9
Route LYNX Weekday	26,509	30,584	15.4	265,432	302,499	14.0	16.0	18.4	14.8	16.1	17.3	7.9
Route LYNX Saturday				401	650	62.1				18.8	16.7	-10.7
Route LYNX Total	26,509	30,584	15.4	265,833	303,149	14.0	16.0	18.4	14.8	16.1	17.3	7.9
Total System-Wide	108,058	105,470	-2.4	1,114,319	1,088,642	-2.3	11.8	11.0	-7.3	11.8	10.8	-8.2

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation
Month & Fiscal Year- May 2019

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 34,859.50	\$ 374,182.75	\$ -	\$ 16,208.00	\$ 18,651.50
Cash Fare - Senior & Disabled	\$ 5,352.75	\$ 52,133.00	\$ 740.00	\$ 1,239.25	\$ 3,373.50
Cash Fare - Transfers	\$ 4,893.25	\$ 48,447.75	\$ 20.50	\$ 125.25	\$ 4,747.50
Cash Fare - Regional Paratransit	\$ 669.00	\$ 6,153.00	\$ 669.00		
Cash Fare - Local Day Pass Sales	\$ 3,050.00	\$ 33,082.00		\$ 1.50	\$ 3,048.50
Total Estimated Cash (a)	\$ 48,824.50	\$ 513,998.50	\$ 1,429.50	\$ 17,574.00	\$ 29,821.00
Over/(Short) Cash Count	\$ 0.99	\$ 10.68	\$ 0.10	\$ 0.78	\$ 0.11
Bank Deposit Corrections	\$ -	\$ (20.26)			
Subtotal Cash Fare Deposit	\$ 48,825.49	\$ 513,988.92	\$ 1,429.60	\$ 17,574.78	\$ 29,821.11
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 2,955.00	\$ 27,430.00	\$ 2,955.00		
Clipper Sales	\$ 1,030.00	\$ 19,005.05		\$ 68.00	\$ 962.00
Lynx 31-Day Pass Sales	\$ 4,830.00	\$ 44,935.00		\$ 4,830.00	
Lynx Stored Ride Pass Sales	\$ 190.00	\$ 1,960.00		\$ 190.00	
Local 31-Day Pass Sales	\$ 2,538.25	\$ 43,124.25			\$ 2,538.25
Local Stored Value Pass Sales	\$ 167.50	\$ 2,210.50			\$ 167.50
Local Day Pass Sales (In-house)	\$ 224.00	\$ 1,296.00			\$ 224.00
East Bay Value Pass Sales	\$ -	\$ -			
Summer Youth Pass	\$ 175.00	\$ 175.00			\$ 175.00
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ (45.00)	\$ (185.00)			\$ (45.00)
Subtotal Prepaid Sales Deposit	\$ 12,064.75	\$ 139,950.80	\$ 2,955.00	\$ 5,088.00	\$ 4,021.75
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
BART Plus	\$ -	\$ -			
CCC Nutrition Tickets	\$ 225.00	\$ 2,893.00	\$ 225.00		
Lynx B1G1F	\$ 420.00	\$ 14,980.00		\$ 420.00	
Wage Works	\$ 8,500.00	\$ 84,400.00		\$ 8,360.00	\$ 140.00
Capital Corridor Vouchers	\$ 237.00	\$ 3,345.00			\$ 237.00
Bio Rad	\$ -	\$ -			
City of Pinole	\$ -	\$ -			
511 CC	\$ -	\$ -			
CCC Health Services	\$ -	\$ -			
WCCUSD \$20 SBP	\$ -	\$ 76,500.00			
City of Hercules Parking Permit Program	\$ 2,077.63	\$ 22,397.41			\$ 2,077.63
HTC Parking Combos	\$ 600.00	\$ 5,880.00			\$ 600.00
Cole Vocational	\$ -	\$ -			
Clipper	\$ 131,399.94	\$ 1,305,266.24		\$ 94,533.72	\$ 36,866.22
*Other WCCUSD Family 31 day Pass	\$ 8,200.00	\$ 18,250.00			\$ 8,200.00
*Other	\$ -	\$ 11,693.00			
Subtotal Billings	\$ 151,659.57	\$ 1,545,604.65	\$ 225.00	\$ 103,313.72	\$ 48,120.85
Total Passenger Revenue	\$ 212,549.81	\$ 2,199,544.37	\$ 4,609.60	\$ 125,976.50	\$ 81,963.71

	Monthly System Total	CYTD
Total Passenger Revenue Last Year	\$ 220,138.14	\$ 2,111,111.78

Preventable Accidents per Miles Driven in 12 Month Period

May-19

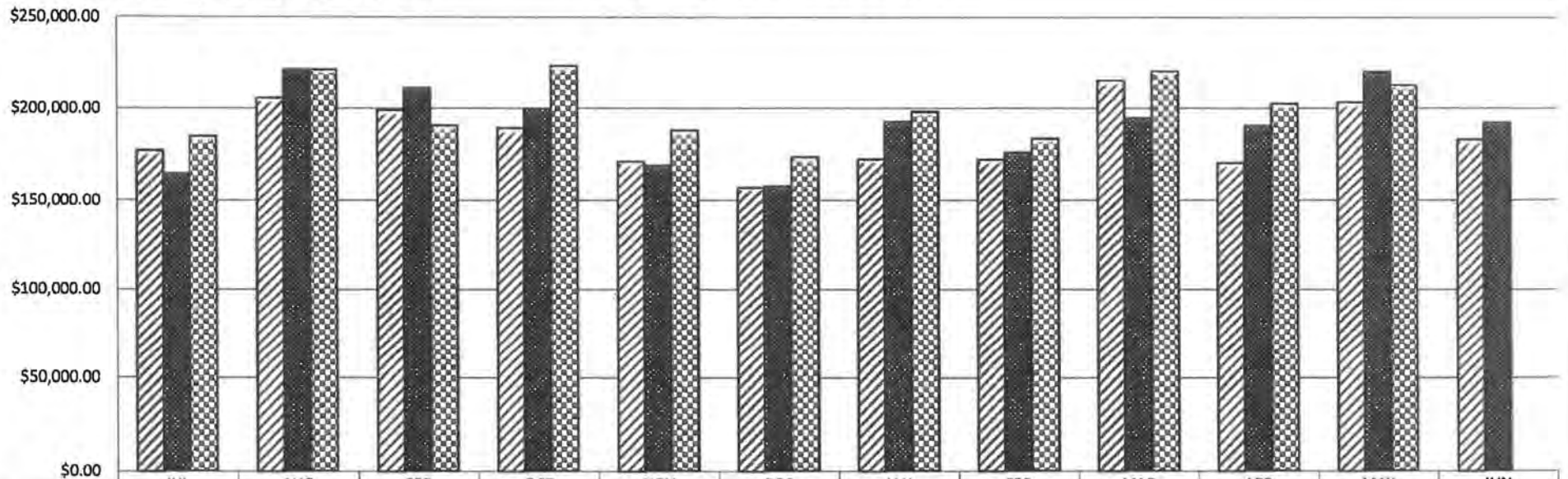
	Miles	Accidents	Frequency 12 Month Period
FR	1,911,466	20	95,573
DAR	230,654	1	230,654

FR=Fixed Route, Martinez Link, Transbay, & Express
 DAR=Dial-A-Ride

	Non-Preventable				Preventable			
	Month		FYTD		Month		FYTD	
	Current	Last Year	Current	Last Year	Current	Last Year	Current	Last Year
FR	0	2	7	6	1	2	20	10
DAR	1	0	2	4	0	0	1	2



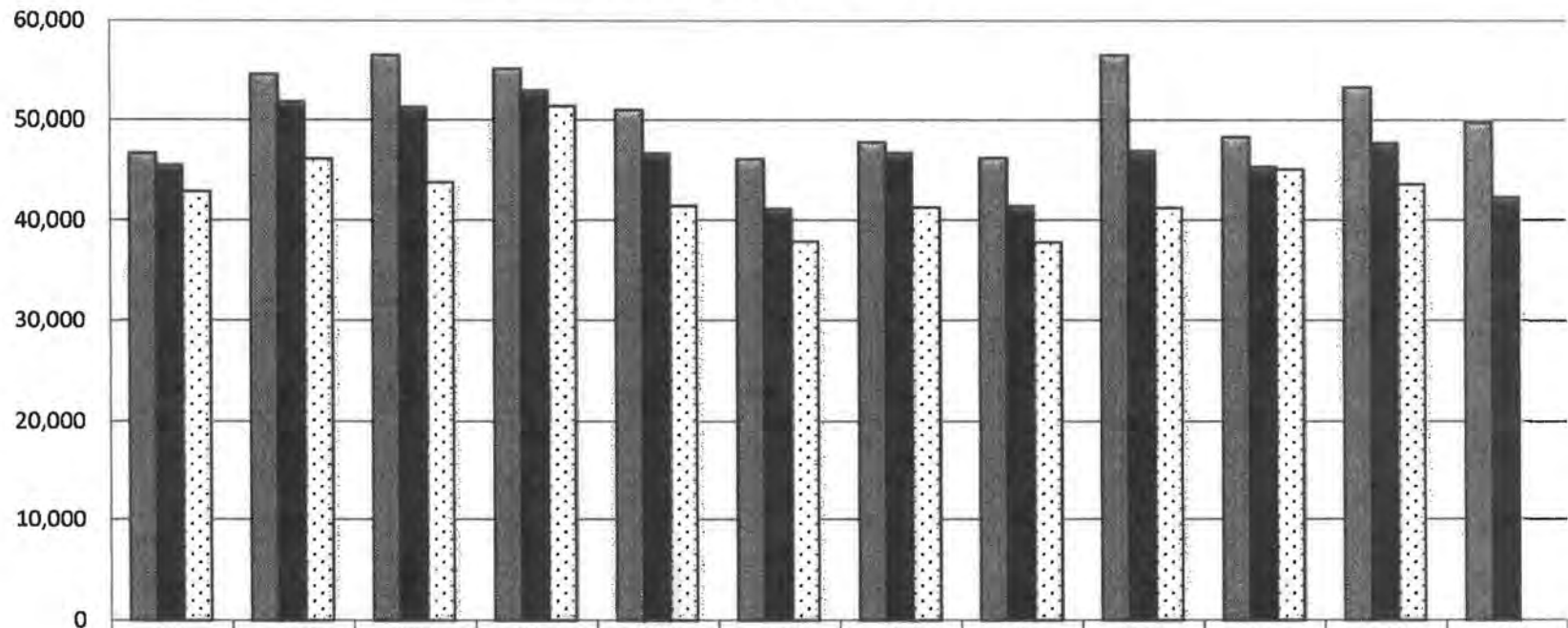
WESTCAT FAREBOX REVENUE



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Revenue 16-17	\$177,663.24	\$205,377.30	\$198,829.07	\$189,212.26	\$171,842.85	\$157,270.43	\$173,077.81	\$172,846.38	\$215,258.00	\$171,078.95	\$202,940.97	\$183,288.27
Revenue 17-18	\$165,315.45	\$221,474.75	\$210,911.91	\$199,498.04	\$169,705.65	\$158,267.36	\$192,566.32	\$176,781.57	\$194,592.30	\$190,345.99	\$220,138.14	\$192,134.73
Revenue 18-19	\$184,967.76	\$221,324.62	\$190,523.20	\$223,527.47	\$188,025.13	\$174,300.03	\$197,954.01	\$183,770.89	\$220,391.31	\$202,210.14	\$212,549.81	

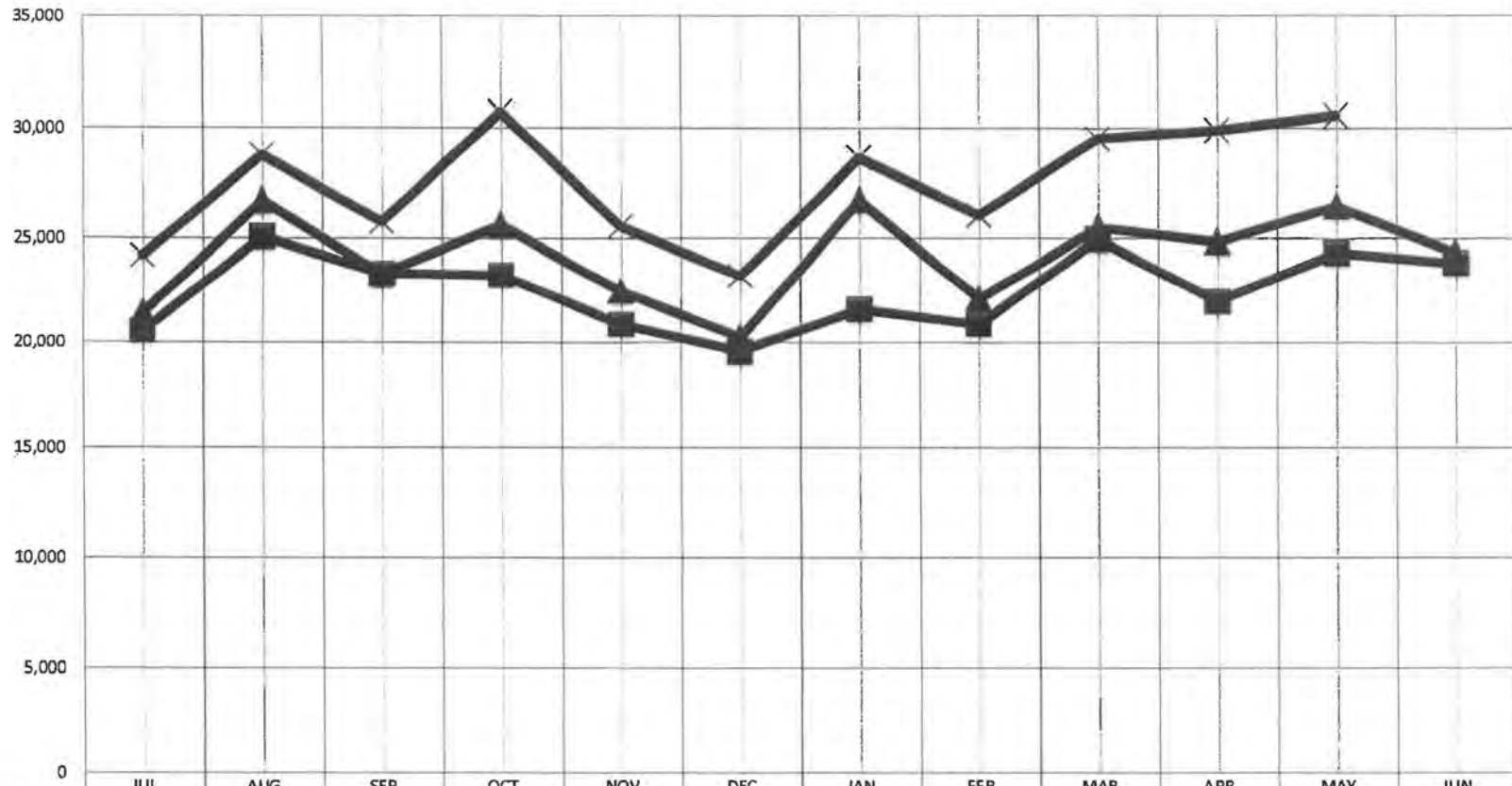


WESTCAT EXPRESS RIDERSHIP Includes Routes J, JX and JPX



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
ridership 16-17	46,697	54,559	56,514	55,114	50,917	46,115	47,755	46,214	56,481	48,308	53,170	49,729
ridership 17-18	45,561	51,750	51,217	52,853	46,692	41,111	46,780	41,380	46,946	45,332	47,729	42,253
ridership 18-19	42,824	46,152	43,773	51,282	41,363	37,882	41,212	37,787	41,158	45,044	43,527	

WESCAT LYNX TRANSBAY 3YR STATS



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
ridership 16-17	20,572	25,088	23,362	23,280	20,884	19,596	21,628	20,910	24,989	22,024	24,348	23,854
ridership 17-18	21,476	26,751	23,360	25,643	22,501	20,270	26,787	22,149	25,525	24,862	26,509	24,354
ridership 18-19	24,228	28,770	25,776	30,717	25,571	23,265	28,671	26,100	29,548	29,919	30,584	

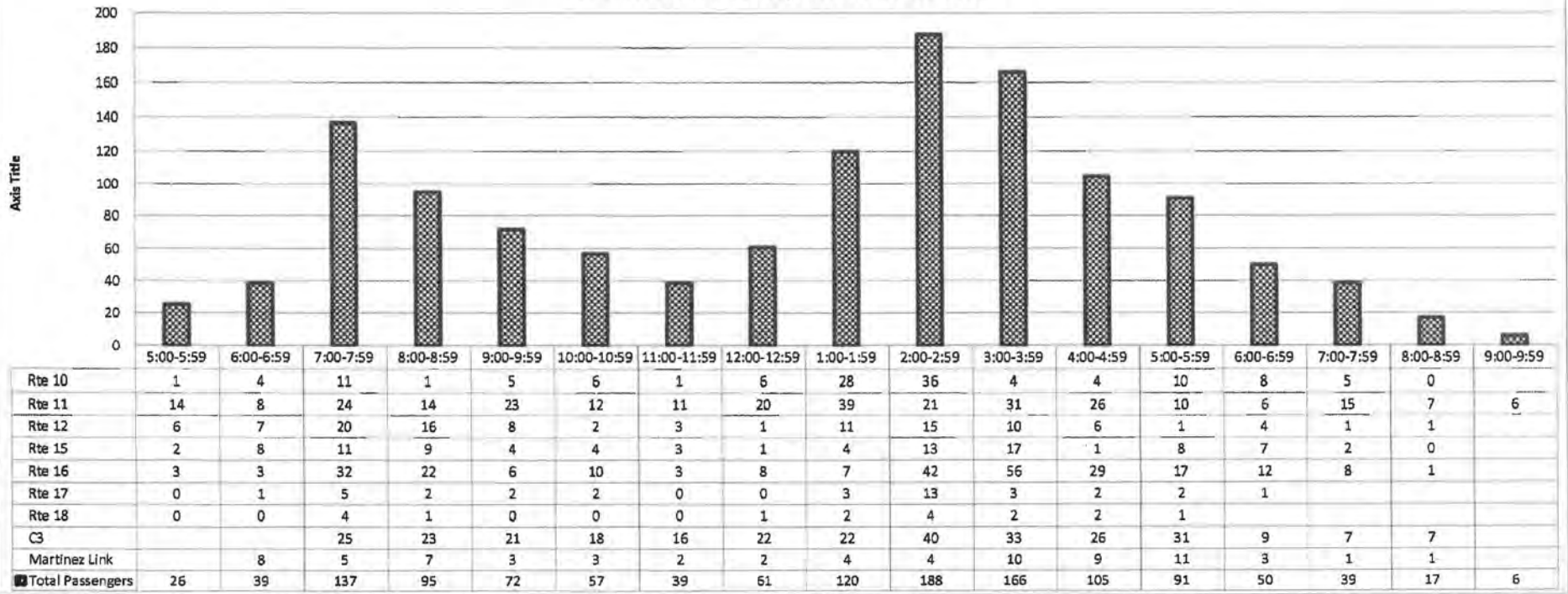
Distribution by Time of Day - Fixed Route

Date: 5/22/2019

	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	1:00-1:59	2:00-2:59	3:00-3:59	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59
Rte 10	1	4	11	1	5	6	1	6	28	36	4	4	10	8	5	0	
Rte 11	14	8	24	14	23	12	11	20	39	21	31	26	10	6	15	7	6
Rte 12	6	7	20	16	8	2	3	1	11	15	10	6	1	4	1	1	
Rte 15	2	8	11	9	4	4	3	1	4	13	17	1	8	7	2	0	
Rte 16	3	3	32	22	6	10	3	8	7	42	56	29	17	12	8	1	
Rte 17	0	1	5	2	2	2	0	0	3	13	3	2	2	1			
Rte 18	0	0	4	1	0	0	0	1	2	4	2	2	1				
C3			25	23	21	18	16	22	22	40	33	26	31	9	7	7	
Martinez Link		8	5	7	3	3	2	2	4	4	10	9	11	3	1	1	
Total Passengers	26	39	137	95	72	57	39	61	120	186	166	105	91	50	39	17	6

Total Route 10	130
Total Route 11	287
Total Route 12	112
Total Route 15	94
Total Route 16	259
Total Route 17	36
Total Route 18	17
Total C3	300
Martinez Link	73
Total	1308

Distrubution By Time Of Day Fixed Route 05/22/2019



Distribution by Time of Day - WestCAT Express

Date: 5/22/2019

	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
JX		24	65	52	16							23	57	48	24	9	
JPX		38	57	95	44	30	20	14	28	18	34	36	18	61	37	20	8
J	13	62	70	97	76	26	32	33	32	41	51	118	85	106	75	41	30
Total Passengers	13	124	192	244	136	56	52	47	60	59	85	177	160	215	136	70	38

	21:00-21:59	22:00-22:59	23:00-23:59	24:00-24:59
JX				
JPX				
J	37	20	12	0
Total Passengers	37	20	12	0

JX	318
JPX	558
J	1057
Total	1933

Distribution by Time of Day -Lynx Transbay

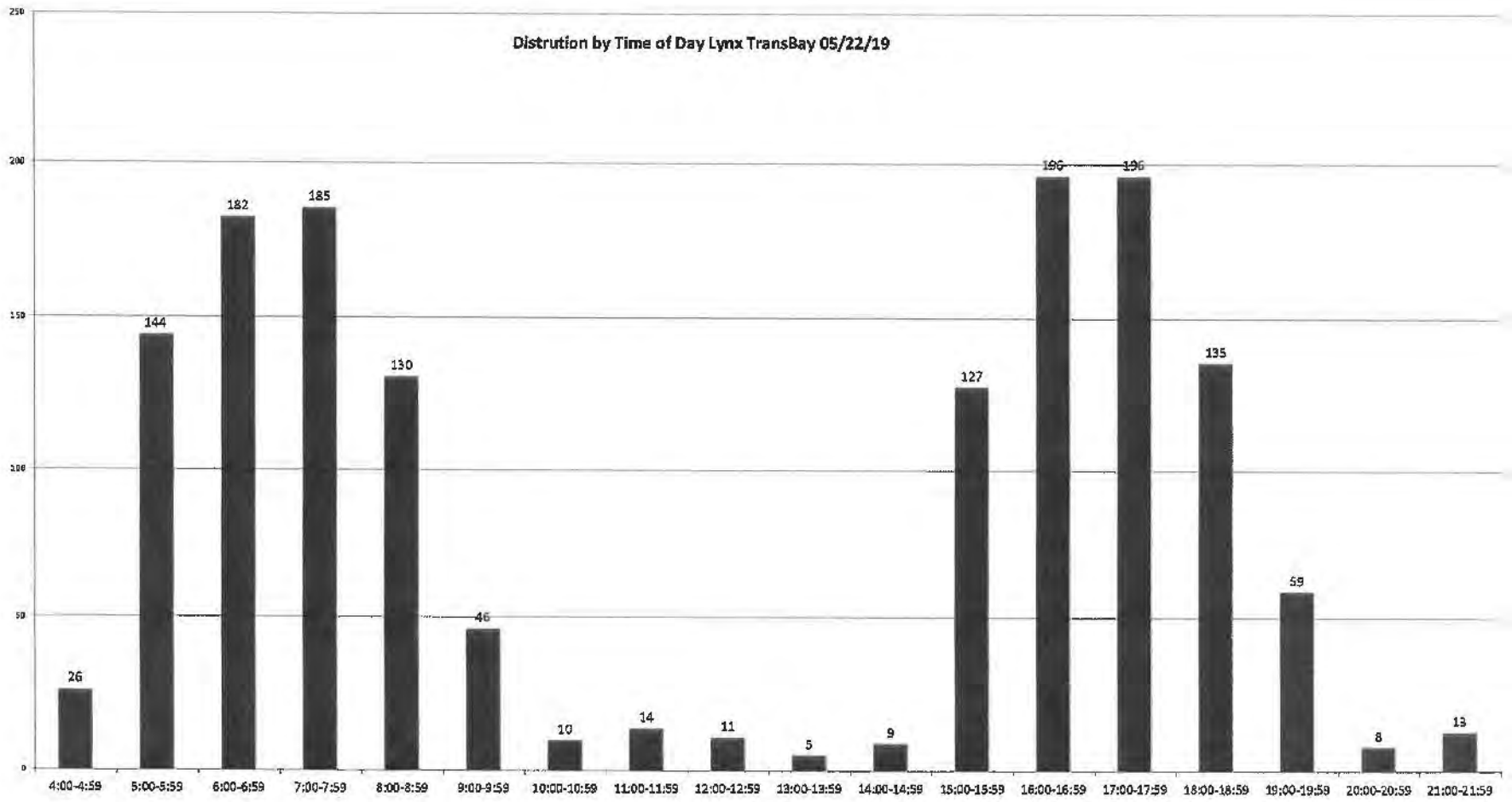
Date: 5/22/2019

	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
TransBay LYNX	26	144	182	185	130	46	10	14	11	5	9	127	196	196	135	59	8
Total Passengers	26	144	182	185	130	46	10	14	11	5	9	127	196	196	135	59	8

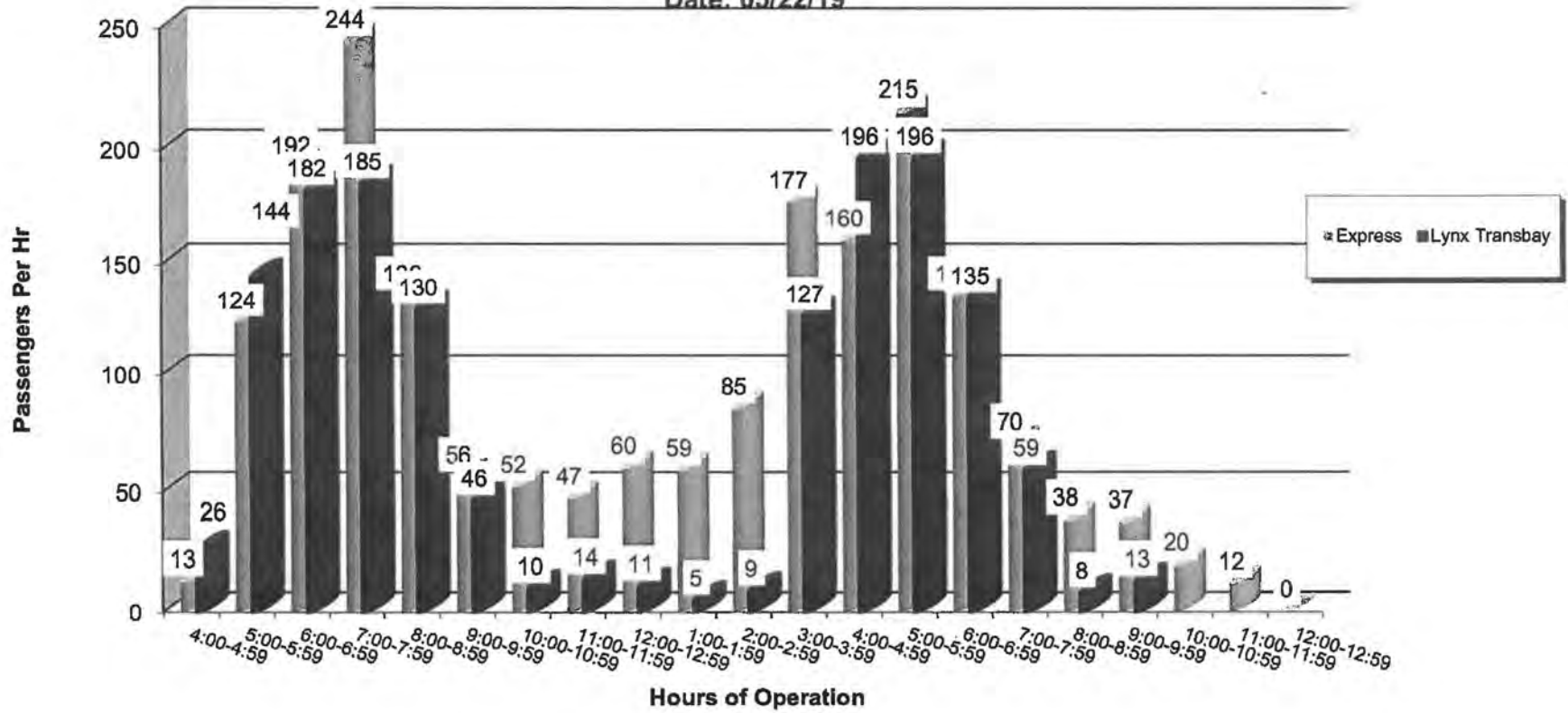
	21:00-21:59
TransBay LYNX	13
Total Passengers	13

Total Lynx	1496
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Distrution by Time of Day Lynx TransBay 05/22/19



**Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day
Date: 05/22/19**





Monthly Management Report Summary

June, FY 18/19

System & Program Summary

	June FY 18/19	June FY 17/18	%	Year-To-Date FY 18/19	Year-To-Date FY 17/18	%
			Change			Change
System Total						
Total Passengers	90,903	93,473	-2.7	1,179,545	1,207,792	-2.3
Revenue Passengers	82,564	81,644	1.1	1,068,485	1,085,756	-1.6
Weekday Total Passengers	85,530	88,582	-3.4	1,123,183	1,149,092	-2.3
Saturday Total Passengers	3,492	3,328	4.9	36,714	38,770	-5.3
Sunday Total Passengers	1,881	1,563	20.3	19,648	19,930	-1.4
Weekday Average Passengers	4,277	4,218	1.4	4,475	4,578	-2.2
Saturday Average Passengers	698	666	4.8	656	680	-3.5
Sunday Average Passengers	376	391	-3.8	333	344	-3.2
Vehicle Revenue Hours	8,965.84	9,042.07	-0.8	109,888.28	103,841.47	5.8
Total Vehicle Hours	9,517.41	9,635.13	-1.2	116,957.05	110,527.31	5.8
Revenue Vehicle Miles	160,881.9	163,639.0	-1.7	1,992,373.6	1,858,828.9	7.2
Total Miles	176,604.0	179,513.0	-1.6	2,186,252.1	2,057,583.0	6.3
Dial-A-Ride Program						
Number of Weekdays	20	21	-4.8	250	250	0.0
Number of Saturdays	5	5	0.0	56	57	-1.8
Total Passengers	2,927	3,057	-4.3	35,671	40,481	-11.9
Revenue Passengers	2,753	2,905	-5.2	33,557	38,246	-12.3
Weekday Total Passengers	2,689	2,842	-5.4	33,331	37,907	-12.1
Saturday Total Passengers	238	215	10.7	2,340	2,574	-9.1
Weekday Average Passengers	134	135	-0.7	133	152	-12.5
Saturday Average Passengers	48	43	11.6	42	45	-6.7
Vehicle Revenue Hours	1,391.67	1,286.26	8.2	15,090.22	15,286.67	-1.3
Total Vehicle Hours	1,494.27	1,411.81	5.8	16,406.29	16,522.08	-0.7
Productivity	2.1	2.4	-12.5	2.4	2.6	-7.7
Revenue Vehicle Miles	18,239.0	18,036.5	1.1	209,596.4	211,438.5	-0.9
Total Miles	19,969.0	20,045.0	-0.4	230,578.0	234,828.9	-1.8
Express Routes Program						
Number of Weekdays	20	21	-4.8	251	251	0.0
Number of Saturdays	5	5	0.0	56	57	-1.8
Number of Sundays	5	4	25.0	59	58	1.7
Total Passengers	37,130	42,253	-12.1	509,134	559,604	-9.0
Revenue Passengers	33,771	36,370	-7.1	465,113	508,293	-8.5
Weekday Total Passengers	32,652	38,244	-14.6	462,710	511,509	-9.5
Saturday Total Passengers	2,597	2,446	6.2	26,776	28,165	-4.9
Sunday Total Passengers	1,881	1,563	20.3	19,648	19,930	-1.4
Weekday Average Passengers	1,633	1,821	-10.3	1,843	2,038	-9.6
Saturday Average Passengers	519	489	6.1	478	494	-3.2
Sunday Average Passengers	376	391	-3.8	333	344	-3.2
Vehicle Revenue Hours	3,122.62	3,086.04	1.2	38,869.09	34,807.82	11.7
Total Vehicle Hours	3,342.96	3,299.32	1.3	41,633.83	37,250.16	11.8
Productivity	11.9	13.7	-13.1	13.1	16.1	-18.6
Revenue Vehicle Miles	57,002.8	55,776.6	2.2	709,104.4	628,536.4	12.8
Total Miles	61,019.3	59,641.6	2.3	760,148.1	672,539.0	13.0



Monthly Management Report Summary

June, FY 18/19

System & Program Summary

	June FY 18/19	June FY 17/18	% Change	Year-To-Date FY 18/19	Year-To-Date FY 17/18	% Change
Local Fixed Routes Program						
Number of Weekdays	20	21	-4.8	250	250	0.0
Number of Saturdays	5	5	0.0	56	57	-1.8
Total Passengers	22,007	23,809	-7.6	302,752	317,520	-4.7
Revenue Passengers	17,667	18,521	-4.6	245,070	254,254	-3.6
Weekday Total Passengers	21,350	23,142	-7.7	295,804	309,890	-4.5
Saturday Total Passengers	657	667	-1.5	6,948	7,630	-8.9
Weekday Average Passengers	1,068	1,102	-3.1	1,183	1,240	-4.6
Saturday Average Passengers	131	133	-1.5	124	134	-7.5
Vehicle Revenue Hours	2,945.19	3,084.23	-4.5	36,925.97	35,606.62	3.7
Total Vehicle Hours	3,086.66	3,235.56	-4.6	38,747.86	37,267.55	4.0
Productivity	7.5	7.7	-2.6	8.2	8.9	-7.9
Revenue Vehicle Miles	45,301.1	47,443.7	-4.5	566,738.9	541,791.2	4.6
Total Miles	47,949.6	50,278.2	-4.6	601,058.0	573,744.9	4.8
Transbay Lynx Program						
Number of Weekdays	20	21	-4.8	251	251	0.0
Number of Saturdays	0	0		2	1	100.0
Total Passengers	28,839	24,354	18.4	331,988	290,187	14.4
Revenue Passengers	28,373	23,848	19.0	324,745	284,963	14.0
Weekday Total Passengers	28,839	24,354	18.4	331,338	289,786	14.3
Saturday Total Passengers				650	401	62.1
Weekday Average Passengers	1,442	1,160	24.3	1,320	1,155	14.3
Saturday Average Passengers				325	401	-19.0
Vehicle Revenue Hours	1,506.36	1,585.54	-5.0	19,003.00	18,140.36	4.8
Total Vehicle Hours	1,593.52	1,688.44	-5.6	20,169.07	19,487.52	3.5
Productivity	19.1	15.4	24.0	17.5	16.0	9.4
Revenue Vehicle Miles	40,339.1	42,382.2	-4.8	506,933.9	477,062.9	6.3
Total Miles	42,022.7	44,412.9	-5.4	529,812.8	510,261.6	3.8



Passenger & Productivity Statistical Report

June, FY 18/19

System

All Routes

Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	June			Fiscal Year To Date			June			Fiscal Year To Date		
	FY 17/18	FY 18/19	% Change	FY 17/18	FY 18/19	% Change	FY 17/18	FY 18/19	% Change	FY 17/18	FY 18/19	% Change
Route 10 Weekday	1,944	1,678	-13.7	30,629	26,108	-14.8	8.2	7.4	-9.4	10.6	8.9	-16.4
Route 11 Weekday	4,764	4,397	-7.7	57,573	53,653	-6.8	11.5	11.2	-2.9	11.8	10.9	-7.8
Route 11 Saturday	341	358	5.0	3,682	3,501	-4.9	5.5	5.7	5.3	5.6	5.0	-9.5
Route 11 Total	5,105	4,755	-6.9	61,255	57,154	-6.7	10.7	10.4	-2.7	11.1	10.2	-8.1
Route 12 Weekday	1,981	2,118	6.9	37,083	33,726	-9.1	7.1	7.9	11.3	10.8	9.6	-10.4
Route 15 Weekday	2,000	1,748	-12.6	26,056	21,205	-18.6	8.4	7.7	-8.3	8.8	7.5	-15.0
Route 16 Weekday	4,550	3,999	-12.1	64,103	59,568	-7.1	7.4	6.8	-7.9	8.9	8.1	-9.1
Route 17 Weekday	553	409	-26.0	6,795	6,888	1.4	4.5	3.5	-21.5	4.8	4.7	-1.7
Route 18 Weekday	587	358	-39.0	7,358	6,922	-5.9	5.6	3.6	-35.9	6.0	5.5	-7.3
Route 19 Saturday	326	299	-8.3	3,948	3,447	-12.7	4.7	4.3	-7.8	5.1	4.4	-13.6
Route 30Z Weekday	2,051	2,096	2.2	25,577	26,118	2.1	4.9	5.3	7.5	5.1	5.3	2.8
Route C3 Weekday	4,712	4,547	-3.5	54,716	61,616	12.6	9.1	9.2	1.1	10.6	9.9	-6.5
Route DAR Weekday	2,842	2,689	-5.4	37,907	33,331	-12.1	2.4	2.1	-13.0	2.7	2.4	-11.0
Route DAR Saturday	215	238	10.7	2,574	2,340	-9.1	2.0	2.2	8.5	2.4	2.2	-7.3
Route DAR Total	3,057	2,927	-4.3	40,481	35,671	-11.9	2.4	2.1	-11.5	2.6	2.4	-10.7
Route J Weekday	19,087	16,792	-12.0	274,858	234,051	-14.8	13.1	12.2	-7.0	16.0	13.3	-16.9
Route J Saturday	2,446	2,597	6.2	28,165	26,776	-4.9	10.3	11.0	6.4	11.8	10.2	-13.9
Route J Sunday	1,563	1,881	20.3	19,930	19,648	-1.4	10.6	9.5	-10.3	10.1	8.5	-15.9
Route J Total	23,096	21,270	-7.9	322,953	280,475	-13.2	12.6	11.8	-6.4	15.0	12.5	-17.1
Route JPX Weekday	14,674	11,189	-23.7	178,120	147,083	-17.4	15.7	12.5	-20.5	17.8	13.3	-25.3
Route JX Weekday	4,483	4,671	4.2	58,531	81,576	39.4	14.3	11.1	-21.8	17.8	15.5	-13.1
Route LYNX Weekday	24,354	28,839	18.4	289,786	331,338	14.3	15.4	19.1	24.6	16.0	17.5	9.2
Route LYNX Saturday				401	650	62.1				18.8	16.7	-10.7
Route LYNX Total	24,354	28,839	18.4	290,187	331,988	14.4	15.4	19.1	24.6	16.0	17.5	9.2
Total System-Wide	93,473	90,903	-2.7	1,207,792	1,179,545	-2.3	10.3	10.1	-1.9	11.6	10.7	-7.7

Preventable Accidents per Miles Driven in 12 Month Period

June-19

	Miles	Accidents	Frequency 12 Month Period
FR	1,911,969	21	91,046
DAR	228,848	1	228,848

FR=Fixed Route, Martinez Link, Transbay, & Express
DAR=Dial-A-Ride

	Non-Preventable				Preventable			
	Month		FYTD		Month		FYTD	
	Current	Last Year	Current	Last Year	Current	Last Year	Current	Last Year
FR	0	0	7	6	1	0	21	10
DAR	0	0	2	4	0	0	1	2

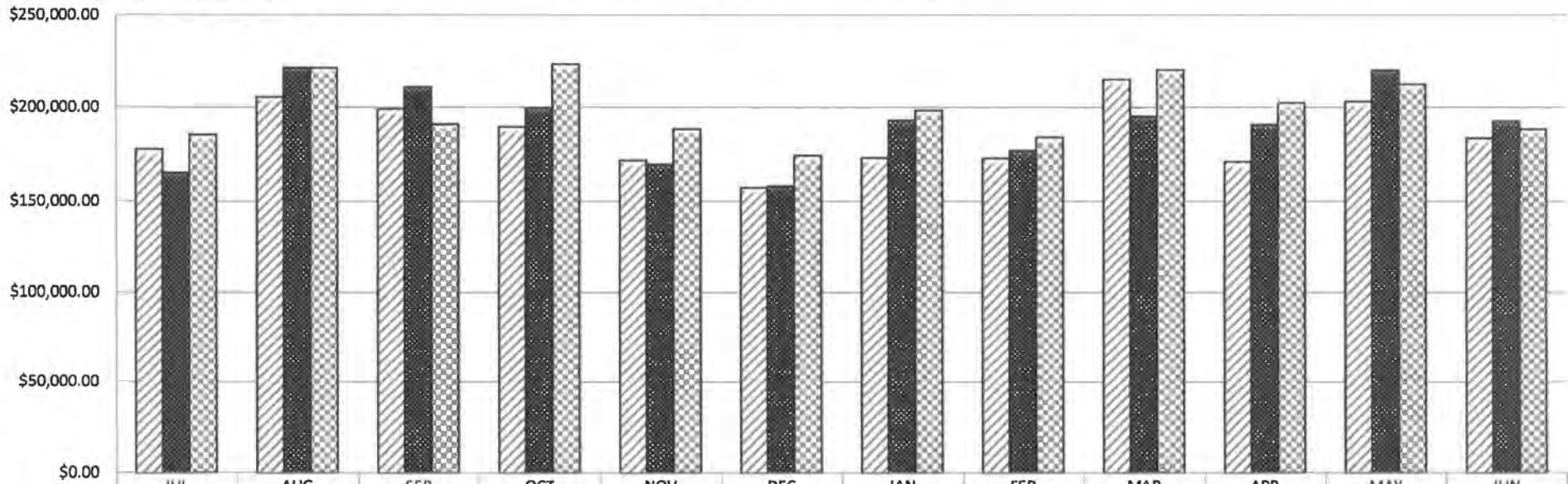
WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation
Month & Fiscal Year- June 2019

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 31,149.00	\$ 405,331.75	\$ -	\$ 15,721.00	\$ 15,428.00
Cash Fare - Senior & Disabled	\$ 4,560.25	\$ 56,693.25	\$ 658.75	\$ 1,156.50	\$ 2,745.00
Cash Fare - Transfers	\$ 4,324.00	\$ 52,771.75	\$ 22.00	\$ 93.50	\$ 4,208.50
Cash Fare - Regional Paratransit	\$ 663.00	\$ 6,816.00	\$ 663.00		
Cash Fare - Local Day Pass Sales	\$ 2,937.50	\$ 36,019.50		\$ 1.50	\$ 2,936.00
Total Estimated Cash (a)	\$ 43,633.75	\$ 557,632.25	\$ 1,343.75	\$ 16,972.50	\$ 25,317.50
Over/(Short) Cash Count	\$ 1.44	\$ 12.12	\$ 0.44	\$ 0.30	\$ 0.70
Bank Deposit Corrections	\$ (20.00)	\$ (40.26)			\$ (20.00)
Subtotal Cash Fare Deposit	\$ 43,615.19	\$ 557,604.11	\$ 1,344.19	\$ 16,972.80	\$ 25,298.20
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 2,145.00	\$ 29,575.00	\$ 2,145.00		
Clipper Sales	\$ 1,182.90	\$ 20,187.95			\$ 1,182.90
Lynx 31-Day Pass Sales	\$ 4,830.00	\$ 49,765.00		\$ 4,830.00	
Lynx Stored Ride Pass Sales	\$ 70.00	\$ 2,030.00		\$ 70.00	
Local 31-Day Pass Sales	\$ 4,760.00	\$ 47,884.25			\$ 4,760.00
Local Stored Value Pass Sales	\$ -	\$ 2,210.50			
Local Day Pass Sales (In-house)	\$ 1.50	\$ 1,297.50			\$ 1.50
East Bay Value Pass Sales	\$ -	\$ -			
Summer Youth Pass	\$ 1,260.00	\$ 1,435.00			\$ 1,260.00
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ -	\$ (185.00)			
Subtotal Prepaid Sales Deposit	\$ 14,249.40	\$ 154,200.20	\$ 2,145.00	\$ 4,900.00	\$ 7,204.40
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
BART Plus	\$ -	\$ -			
CCC Nutrition Tickets	\$ 212.00	\$ 3,105.00	\$ 212.00		
Lynx B1G1F	\$ 980.00	\$ 15,960.00		\$ 980.00	
Wage Works	\$ 7,600.00	\$ 92,000.00		\$ 7,460.00	\$ 140.00
Capital Corridor Vouchers	\$ 163.50	\$ 3,508.50			\$ 163.50
Bio Rad	\$ -	\$ -			
City of Pinole	\$ -	\$ -			
511 CC	\$ -	\$ -			
CCC Health Services	\$ -	\$ -			
WCCUSD \$20 SBP	\$ -	\$ 76,500.00			
City of Hercules Parking Permit Program	\$ 1,643.13	\$ 24,040.54			\$ 1,643.13
HTC Parking Combos	\$ 520.00	\$ 6,400.00			\$ 520.00
Cole Vocational	\$ -	\$ -			
Clipper	\$ 118,892.20	\$ 1,424,158.44		\$ 89,696.22	\$ 29,195.98
*Other	\$ -	\$ 18,250.00			
*Other	\$ -	\$ 11,693.00			
Subtotal Billings	\$ 130,010.83	\$ 1,675,615.48	\$ 212.00	\$ 98,136.22	\$ 31,662.61
Total Passenger Revenue	\$ 187,875.42	\$ 2,387,419.79	\$ 3,701.19	\$ 120,009.02	\$ 64,165.21

	Monthly System Total	CYTD
Total Passenger Revenue Last Year	\$ 192,134.73	\$ 2,303,246.51



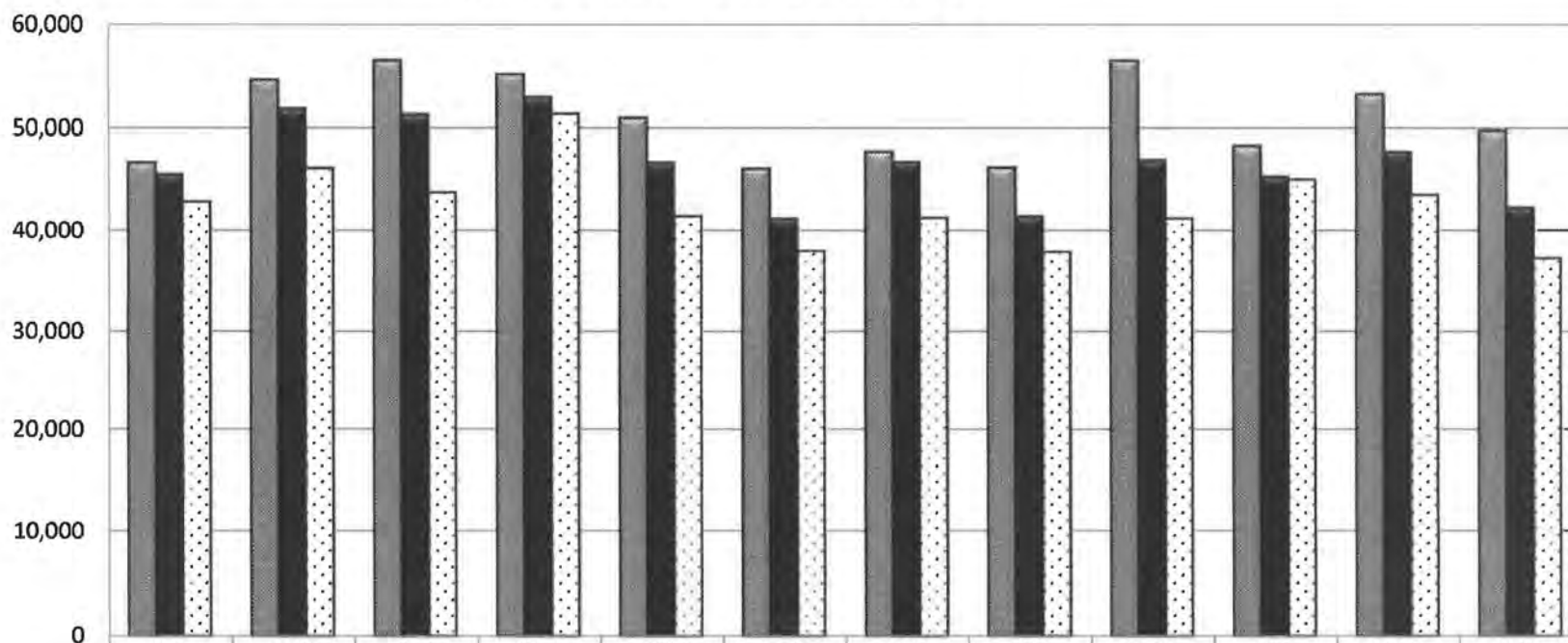
WESTCAT FAREBOX REVENUE



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Revenue 16-17	\$177,663.24	\$205,377.30	\$198,829.07	\$189,212.26	\$171,842.85	\$157,270.43	\$173,077.81	\$172,846.38	\$215,258.00	\$171,078.95	\$202,940.97	\$183,288.27
Revenue 17-18	\$165,315.45	\$221,474.75	\$210,911.91	\$199,498.04	\$169,705.65	\$158,267.36	\$192,566.32	\$176,781.57	\$194,592.30	\$190,345.99	\$220,138.14	\$192,134.73
Revenue 18-19	\$184,967.76	\$221,324.62	\$190,523.20	\$223,527.47	\$188,025.13	\$174,300.03	\$197,954.01	\$183,770.89	\$220,391.31	\$202,210.14	\$212,549.81	\$187,875.42

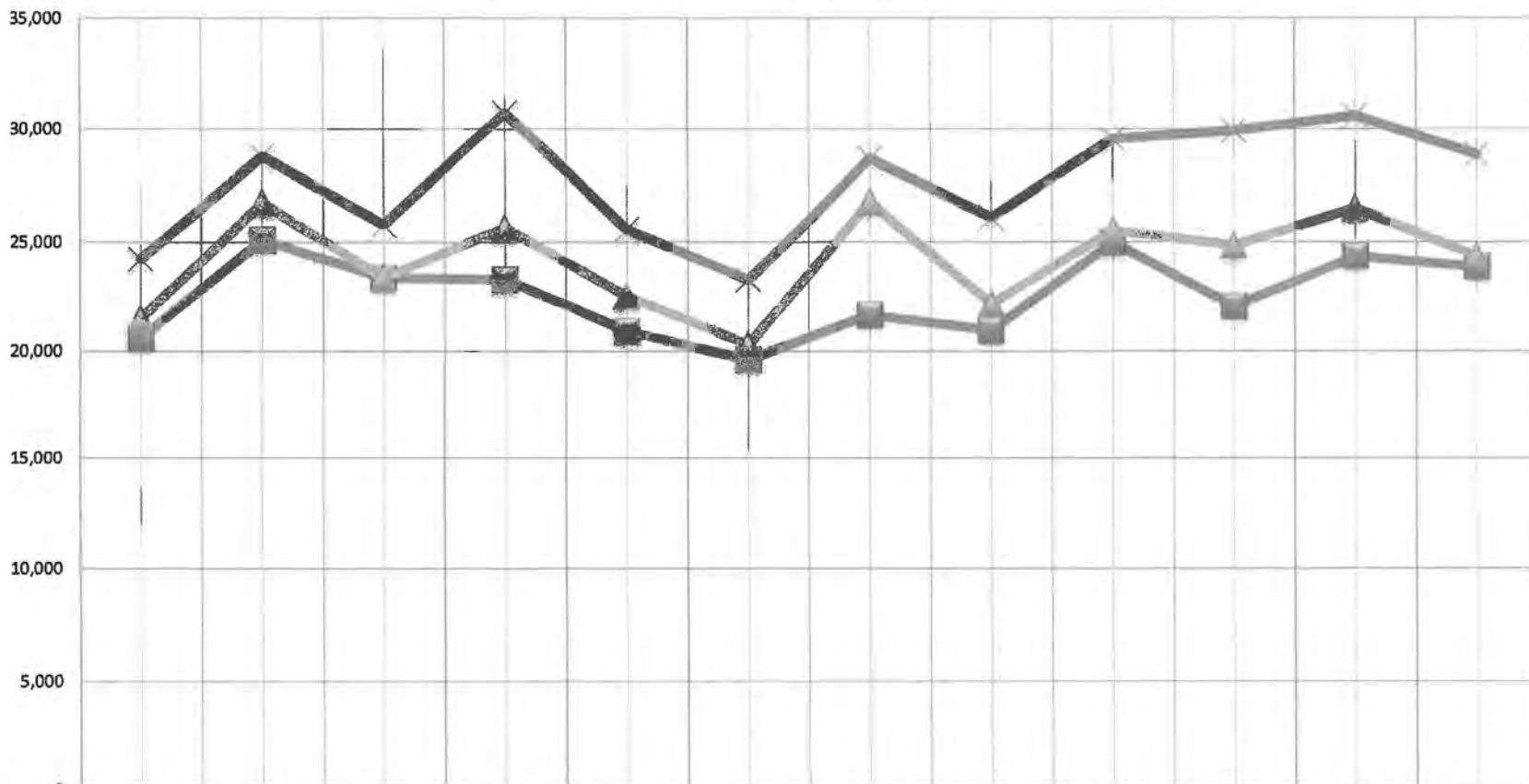


WESTCAT EXPRESS RIDERSHIP Includes Routes J, JX and JPX



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
ridership 16-17	46,697	54,559	56,514	55,114	50,917	46,115	47,755	46,214	56,481	48,308	53,170	49,729
ridership 17-18	45,561	51,750	51,217	52,853	46,692	41,111	46,780	41,380	46,946	45,332	47,729	42,253
ridership 18-19	42,824	46,152	43,773	51,282	41,363	37,882	41,212	37,787	41,158	45,044	43,527	37,130

WESCAT LYNX TRANSBAY 3YR STATS



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
ridership 16-17	20,572	25,088	23,362	23,280	20,884	19,596	21,628	20,910	24,989	22,024	24,348	23,854
ridership 17-18	21,476	26,751	23,360	25,643	22,501	20,270	26,787	22,149	25,525	24,862	26,509	24,354
ridership 18-19	24,228	28,770	25,776	30,717	25,571	23,265	28,671	26,100	29,548	29,919	30,584	28,839

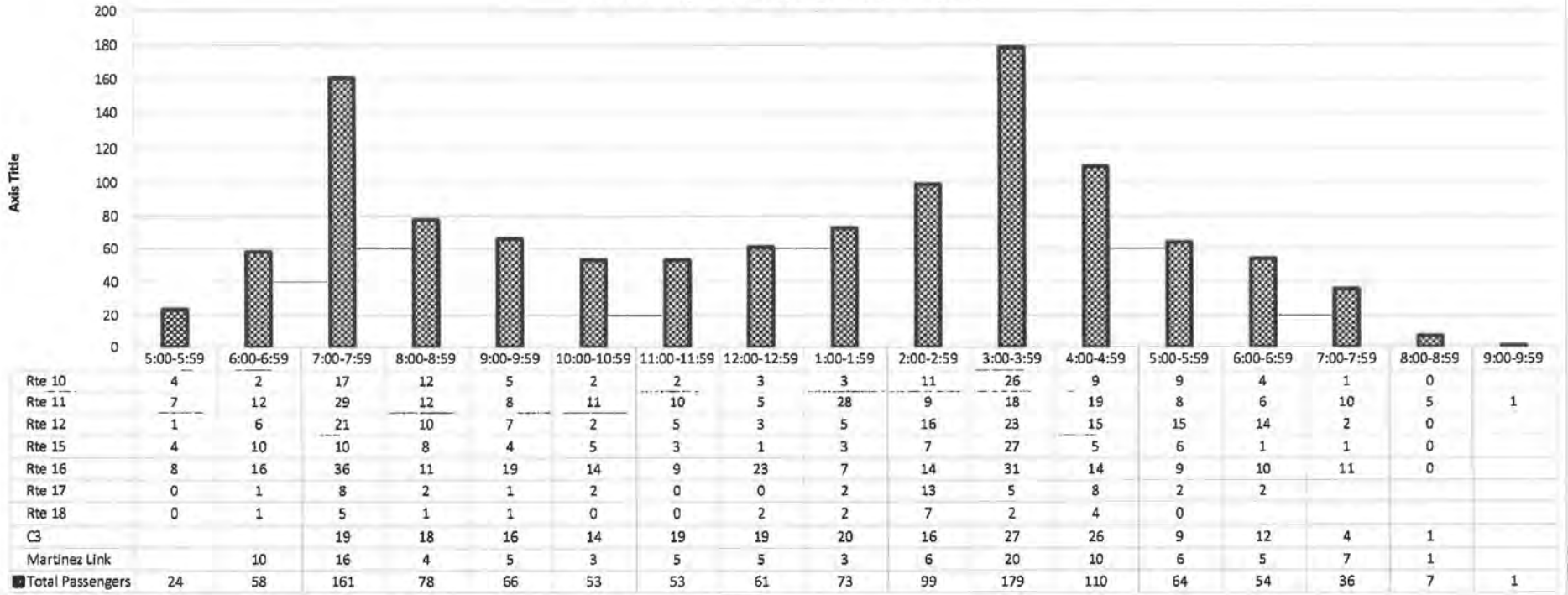
Distribution by Time of Day - Fixed Route

Date: 6/6/2019

	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	1:00-1:59	2:00-2:59	3:00-3:59	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59
Rte 10	4	2	17	12	5	2	2	3	3	11	26	9	9	4	1	0	
Rte 11	7	12	29	12	8	11	10	5	28	9	18	19	8	6	10	5	1
Rte 12	1	6	21	10	7	2	5	3	5	16	23	15	15	14	2	0	
Rte 15	4	10	10	8	4	5	3	1	3	7	27	5	6	1	1	0	
Rte 16	8	16	38	11	19	14	9	23	7	14	31	14	9	10	11	0	
Rte 17	0	1	8	2	1	2	0	0	2	13	5	8	2	2			
Rte 18	0	1	5	1	1	0	0	2	2	7	2	4	0				
C3			19	18	16	14	19	19	20	16	27	26	9	12	4	1	
Martinez Link		10	16	4	5	3	5	5	3	6	20	10	6	5	7	1	
Total Passengers	24	58	161	78	66	53	53	61	73	99	179	110	64	54	36	7	1

Total Route 10	110
Total Route 11	198
Total Route 12	145
Total Route 15	95
Total Route 16	232
Total Route 17	46
Total Route 18	25
Total C3	220
Martinez Link	106
Total	1177

Distrubution By Time Of Day Fixed Route 06/06/2019



Distribution by Time of Day - WestCAT Express

Date: 6/6/2019

	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
JX		8	41	34	9							14	33	47	26	8	
JPX		38	70	95	56	48	24	7	28	28	37	62	46	61	36	17	6
J	11	29	70	81	73	43	27	41	48	33	53	82	75	84	62	28	32
Total Passengers	11	73	181	210	138	91	51	48	76	61	90	158	154	192	124	53	38

	21:00-21:59	22:00-22:59	23:00-23:59	24:00-24:59
JX				
JPX				
J	30	27	11	0
Total Passengers	30	27	11	0

JX	220
JPX	657
J	940
Total	1817

Distribution by Time of Day -Lynx Transbay

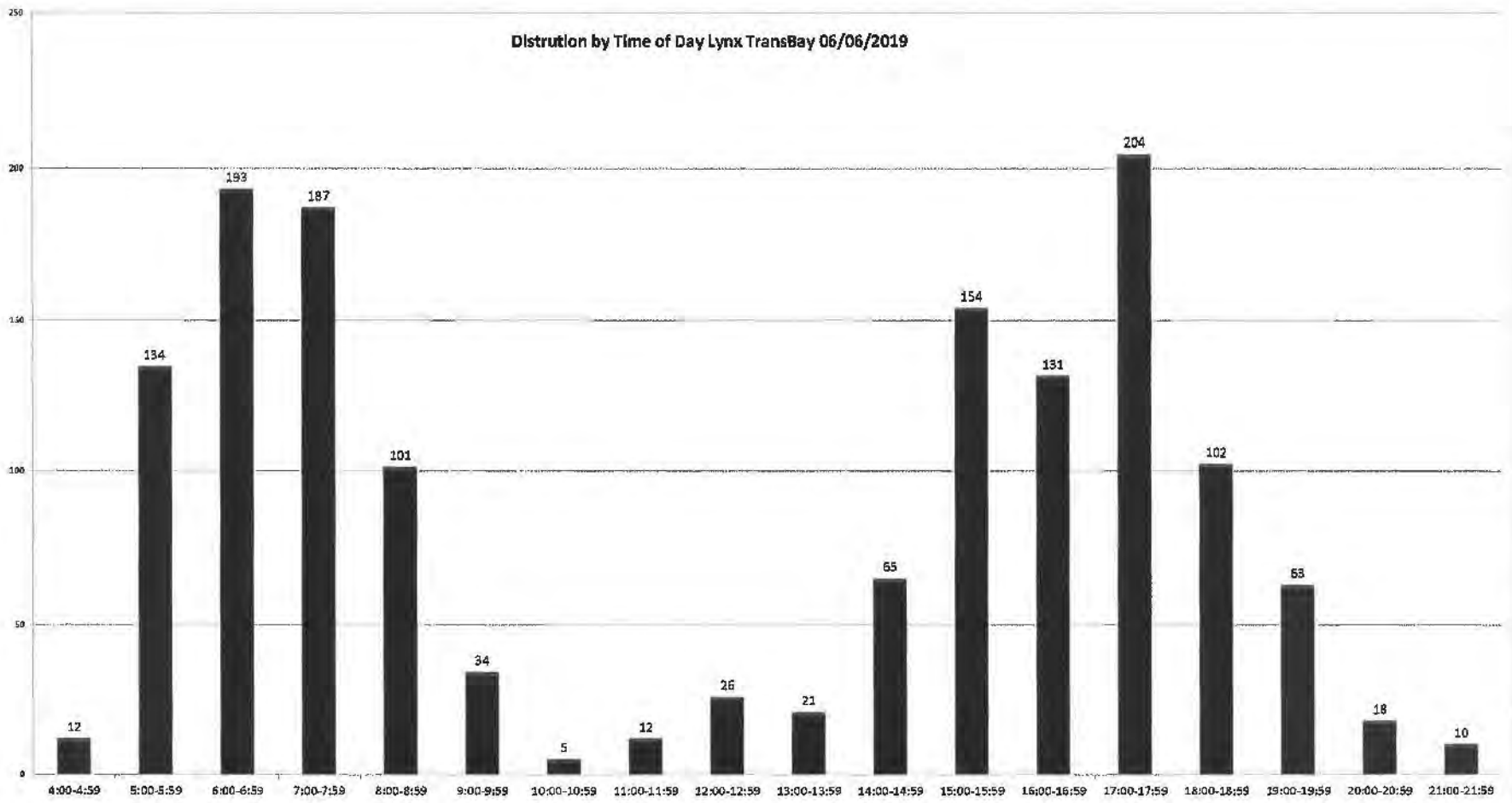
Date: 8/8/2019

	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
TransBay LYNX	12	134	193	187	101	34	5	12	26	21	65	154	131	204	102	63	18
Total Passengers	12	134	193	187	101	34	5	12	26	21	65	154	131	204	102	63	18

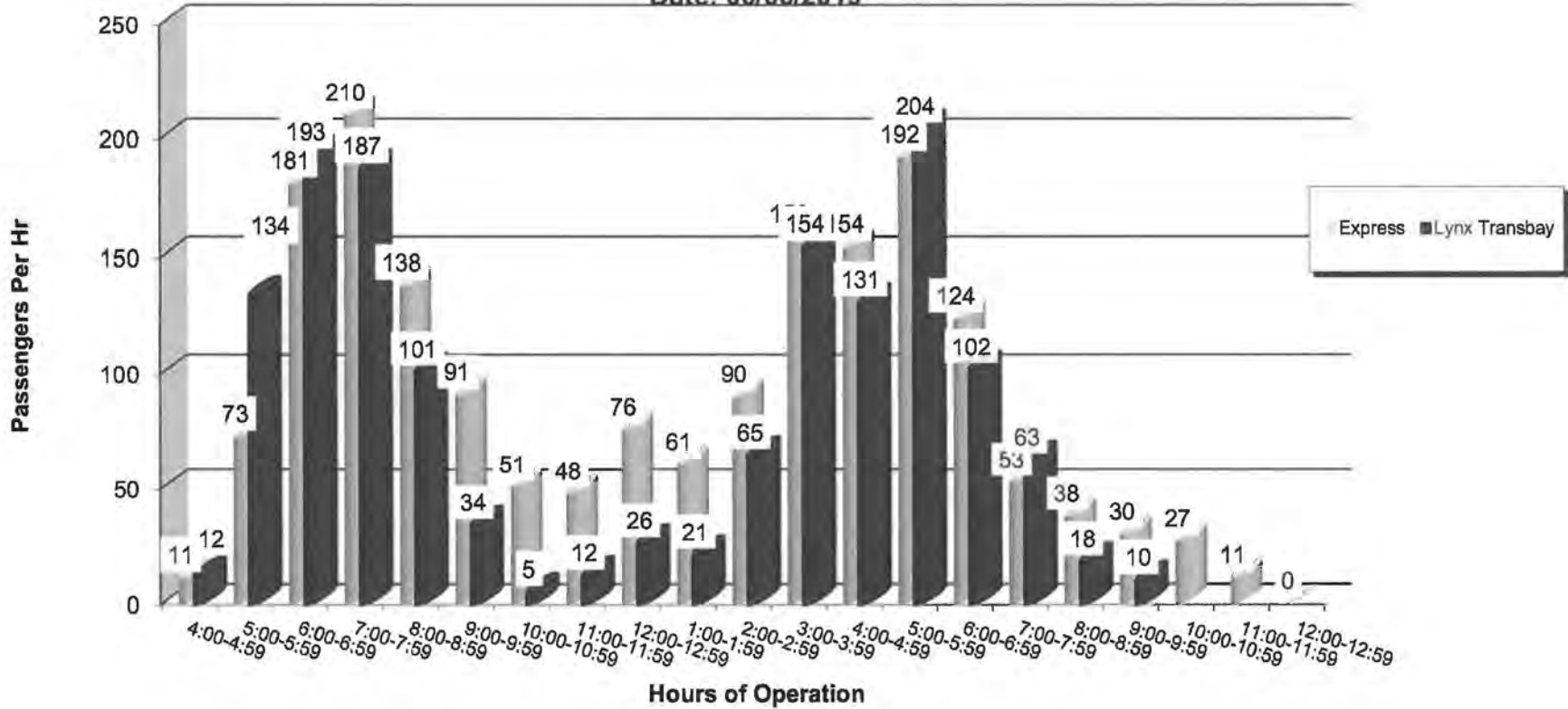
	21:00-21:59
TransBay LYNX	10
Total Passengers	10

Total Lynx	1472
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Distrution by Time of Day Lynx TransBay 06/06/2019



**Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day
Date: 06/06/2019**



AGENDA

ITEM # 2.1 QUARTERLY FINANCIAL & OPERATING DATA REPORT (Article 4 Claimants)

MTC Form 10Q
 Operator: WCCTA
 Quarter Ending: 6/30/19
 Date: Sept. 5, 2019

- Motor Bus
- Rail
- Ferryboat
- Demand Response
- Total All Modes

FINANCIAL DATA

Operating Expenses - Functional

1. Operations
2. Vehicle Maintenance
3. Non-Vehicle Maintenance
4. General Administration
5. Total Expenses (lines 1-4)

Operating Expenses - Object Class

6. Labor
7. Fringe Benefits
8. Services
9. Fuel/Lubricants
10. Tires and Tubes
11. Other Materials & Supplies
12. Utilities
13. Purchased Transportation
14. Casualty & Liability
15. Leases & Rentals
16. Interest Expense
17. Other Object Class Expense *
18. TOTAL Expenses(line6 thru 17)
19. Depreciation
20. Memo Item

REVENUES-OPERATING & NON-OPERATING

21. Farebox
22. Non-Farebox
23. Sales Tax, contributed by other agencies
24. Sales Tax, directly levied by operator
25. TDA(operating & planning & admin. funds)
26. STA(operating & planning & admin. funds)
27. RM2 funds
28. FTA sec.8(planning)& sec.9(operating)funds
29. Other Fed.,State,or local, non-operator funds
30. Other Operator Funds
31. TOTAL Revenue(add lines 21 through 30)

Balance

32. Net Operating Surplus/(Deficit)(line 31 - line 18)
33. Line 32,less transfers to oper., Capital, or Other

OPERATING DATA

34. Revenue Passengers
35. Total Passengers
36. Revenue Vehicle Miles
37. Revenue Vehicle Hours
38. Employees, FT equivalents(FTE=500 hrs/qtr.)
39. Farebox Recovery Ratio

	Current Fiscal	Year 2018 -	2019	
Current Qtr. Actual	Year to Date Actual	Total Adopted Budget	Remaining	
1. Operations	2,309,753	8,956,851	9,075,100	1
2. Vehicle Maintenance	397,720	1,543,806	1,575,400	2
3. Non-Vehicle Maintenance	55,190	218,376	239,700	9
4. General Administration	319,423	1,128,956	1,169,100	3
5. Total Expenses (lines 1-4)	3,082,086	11,847,989	12,059,300	2
6. Labor	233,146	852,442	867,300	2
7. Fringe Benefits	74,194	283,095	298,300	5
8. Services	144,618	383,713	402,600	5
9. Fuel/Lubricants	406,379	1,477,850	1,565,500	6
10. Tires and Tubes	42,888	162,340	166,000	2
11. Other Materials & Supplies	90,504	428,564	473,100	9
12. Utilities	24,692	108,631	122,300	11
13. Purchased Transportation	1,836,214	7,265,760	7,271,100	0
14. Casualty & Liability	184,100	665,817	652,300	0
15. Leases & Rentals	1,211	4,824	4,900	2
16. Interest Expense				
17. Other Object Class Expense *	44,140	214,953	235,900	9
18. TOTAL Expenses(line6 thru 17)	3,082,086	11,847,989	12,059,300	2
19. Depreciation				
20. Memo Item				
21. Farebox	602,635	2,387,420	2,300,000	0
22. Non-Farebox	28,704	97,539	80,250	0
23. Sales Tax, contributed by other agencies	401,830	1,617,742	1,618,359	0
24. Sales Tax, directly levied by operator				
25. TDA(operating & planning & admin. funds)	778,251	3,113,005	3,113,005	0
26. STA(operating & planning & admin. funds)	412,354	1,649,416	1,649,416	0
27. RM2 funds	350,588	1,152,212	1,068,844	0
28. FTA sec.8(planning)& sec.9(operating)funds	65,912	263,648	263,648	0
29. Other Fed.,State,or local, non-operator funds	40,134	160,536	160,535	0
30. Other Operator Funds	749,611	2,855,943	2,808,443	0
31. TOTAL Revenue(add lines 21 through 30)	3,430,019	13,297,461	13,062,500	0
32. Net Operating Surplus/(Deficit)(line 31 - line 18)	347,933	1,449,472	1,003,200	
33. Line 32,less transfers to oper., Capital, or Other				
34. Revenue Passengers	271,541	1,068,485	1,104,870	3
35. Total Passengers	300,810	1,179,545	1,230,970	4
36. Revenue Vehicle Miles	507,861	1,992,374	2,005,800	1
37. Revenue Vehicle Hours	28,128	109,888	107,000	0
38. Employees, FT equivalents(FTE=500 hrs/qtr.)				
39. Farebox Recovery Ratio	19.6	20.2	19.1	

* Other Object Class Expense includes planning & marketing expenses, dues & subscriptions, and travel expenses.

This form has been completed on the following basis (check one):

Cash Basis
 Accrual Basis

Motor Bus
 Rail
 Ferryboat
 Demand Response
 Total All Modes

QUARTERLY FINANCIAL & OPERATING DATA REPORT
(Article 4 Claimants)

MTC Form 10Q
Operator: WCCTA
Quarter Ending: 6/30/19
Date: Sept. 6, 2019

FINANCIAL DATA

Operating Expenses - Functional

1. Operations
2. Vehicle Maintenance
3. Non-Vehicle Maintenance
4. General Administration
5. Total Expenses (lines 1-4)

Operating Expenses - Object Class

6. Labor
7. Fringe Benefits
8. Services
9. Fuel/Lubricants
10. Tires and Tubes
11. Other Materials & Supplies
12. Utilities
13. Purchased Transportation
14. Casualty & Liability
15. Leases & Rentals
16. Interest Expense
17. Other Object Class Expense *
18. TOTAL Expenses(line6 thru 17)
19. Depreciation
20. Memo Item

REVENUES-OPERATING & NON-OPERATING

21. Farebox
22. Non-Farebox
23. Sales Tax, contributed by other agencies
24. Sales Tax, directly levied by operator
25. TDA(operating & planning & admin. funds)
26. STA(operating & planning & admin. funds)
27. RM2 funds
28. FTA sec.8(planning)& sec.9(operating)funds
29. Other Fed., State, or local, non-operator funds
30. Other Operator Funds
31. TOTAL Revenue(add lines 21 through 30)

Balance

32. Net Operating Surplus/(Deficit)(line 31 - line 18)
33. Line 32, less transfers to oper., Capital, or Other

OPERATING DATA

34. Revenue Passengers
35. Total Passengers
36. Revenue Vehicle Miles
37. Revenue Vehicle Hours
38. Employees, FT equivalents(FTE=500 hrs/qr.)
39. Farebox Recovery Ratio

	Current Fiscal	Year 2018 -	2019	
Current Qtr. Actual	Year to Date Actual	Total Adopted Budget	% of Budget Remaining	
1. Operations	1,578,243	6,155,828	6,216,443	1
2. Vehicle Maintenance	271,760	1,060,963	1,079,149	2
3. Non-Vehicle Maintenance	37,711	150,111	164,195	9
4. General Administration	218,260	771,929	800,833	4
5. Total Expenses (lines 1-4)	2,105,974	8,138,831	8,260,620	1
6. Labor	159,308	585,911	594,101	1
7. Fringe Benefits	50,697	194,612	204,336	5
8. Services	98,817	263,492	275,781	4
9. Fuel/Lubricants	277,677	1,015,450	1,072,368	5
10. Tires and Tubes	29,305	111,531	113,710	2
11. Other Materials & Supplies	61,841	294,599	324,074	9
12. Utilities	16,872	74,674	83,776	11
13. Purchased Transportation	1,254,675	4,993,857	4,980,699	0
14. Casualty & Liability	125,794	457,544	446,826	0
15. Leases & Rentals	827	3,315	3,357	1
16. Interest Expense				
17. Other Object Class Expense *	30,161	143,846	161,592	11
18. TOTAL Expenses(line6 thru 17)	2,105,974	8,138,831	8,260,620	1
19. Depreciation				
20. Memo Item				
21. Farebox	222,477	941,952	900,000	0
22. Non-Farebox	28,704	97,539	80,250	0
23. Sales Tax, contributed by other agencies	313,315	1,263,023	1,263,640	0
24. Sales Tax, directly levied by operator				
25. TDA(operating & planning & admin. funds)	529,478	2,252,666	2,222,252	0
26. STA(operating & planning & admin. funds)	379,230	1,520,581	1,520,236	0
27. RM2 funds	190,958	496,063	308,464	0
28. FTA sec.8(planning)& sec.9(operating)funds	0	0	0	
29. Other Fed., State, or local, non-operator funds	40,134	160,536	160,535	0
30. Other Operator Funds	749,611	2,855,943	2,808,443	0
31. TOTAL Revenue(add lines 21 through 30)	2,453,907	9,588,303	9,263,820	0
32. Net Operating Surplus/(Deficit)(line 31 - line 18)	347,933	1,449,472	1,003,200	
33. Line 32, less transfers to oper., Capital, or Other				
34. Revenue Passengers	176,069	710,183		
35. Total Passengers	202,435	811,886		
36. Revenue Vehicle Miles	324,670	1,275,843		
37. Revenue Vehicle Hours	19,252	75,795		
38. Employees, FT equivalents(FTE=500 hrs/qr.)				
39. Farebox Recovery Ratio	10.6	11.6	10.9	

* Other Object Class Expense includes planning & marketing expenses, dues & subscriptions, and travel expenses.

This form has been completed on the following basis (check one):

Cash Basis
Accrual Basis

Motor Bus
 Commuter Bus
 Ferryboat
 Demand Response
 Total All Modes

MTC Form 10Q
 Operator: WCCTA
 Quarter Ending: 6/30/19
 Date: June 30, 2019

QUARTERLY FINANCIAL & OPERATING DATA REPORT
 (Article 4 Claimants)

FINANCIAL DATA

Operating Expenses - Functional

- 1. Operations
- 2. Vehicle Maintenance
- 3. Non-Vehicle Maintenance
- 4. General Administration
- 5. Total Expenses (lines 1-4)

Operating Expenses - Object Class

- 6. Labor
- 7. Fringe Benefits
- 8. Services
- 9. Fuel/Lubricants
- 10. Tires and Tubes
- 11. Other Materials & Supplies
- 12. Utilities
- 13. Purchased Transportation
- 14. Casualty & Liability
- 15. Leases & Rentals
- 16. Interest Expense
- 17. Other Object Class Expense *
- 18. TOTAL Expenses(line6 thru 17)
- 19. Depreciation
- 20. Memo Item

REVENUES-OPERATING & NON-OPERATING

- 21. Farebox
- 22. Non-Farebox
- 23. Sales Tax, contributed by other agencies
- 24. Sales Tax, directly levied by operator
- 25. TDA(operating & planning & admin. funds)
- 26. STA(operating & planning & admin. funds)
- 27. RM2 funds
- 28. FTA sec.8(planning)& sec.9(operating)funds
- 29. Other Fed.,State,or local, non-operator funds
- 30. Other Operator Funds
- 31. TOTAL Revenue(add lines 21 through 30)

Balance

- 32. Net Operating Surplus/(Deficit)(line 31 - line 18)
- 33. Line 32,less transfers to oper., Capital, or Other

OPERATING DATA

- 34. Revenue Passengers
- 35. Total Passengers
- 36. Revenue Vehicle Miles
- 37. Revenue Vehicle Hours
- 38. Employees, FT equivalents(FTE=500 hrs/qr.)
- 39. Farebox Recovery Ratio

	Current Fiscal	Year 2018 -	2019	
Current Qtr. Actual	Year to Date Actual	Total Adopted Budget	% of Budget Remaining	
1. Operations	395,507	1,544,502	1,588,144	3
2. Vehicle Maintenance	68,103	266,171	275,695	3
3. Non-Vehicle Maintenance	9,450	37,655	41,948	10
4. General Administration	54,696	199,577	204,593	2
5. Total Expenses (lines 1-4)	527,756	2,047,905	2,110,380	3
6. Labor	39,922	146,974	151,778	3
7. Fringe Benefits	12,705	48,810	52,203	6
8. Services	24,764	66,078	70,455	6
9. Fuel/Lubricants	69,586	254,796	273,963	7
10. Tires and Tubes	7,344	27,994	29,050	4
11. Other Materials & Supplies	15,497	73,906	82,793	11
12. Utilities	4,228	18,738	21,403	12
13. Purchased Transportation	314,421	1,252,944	1,272,441	2
14. Casualty & Liability	31,524	114,791	114,153	0
15. Leases & Rentals	207	832	858	3
16. Interest Expense				
17. Other Object Class Expense *	7,558	42,042	41,283	0
18. TOTAL Expenses(line6 thru 17)	527,756	2,047,905	2,110,380	3
19. Depreciation				
20. Memo Item				
21. Farebox	368,126	1,391,756	1,350,000	0
22. Non-Farebox				
23. Sales Tax, contributed by other agencies				
24. Sales Tax, directly levied by operator				
25. TDA(operating & planning & admin. funds)				
26. STA(operating & planning & admin. funds)				
27. RM2 funds	159,630	656,149	760,380	14
28. FTA sec.8(planning)& sec.9(operating)funds				
29. Other Fed.,State,or local, non-operator funds				
30. Other Operator Funds				
31. TOTAL Revenue(add lines 21 through 30)	527,756	2,047,905	2,110,380	3
32. Net Operating Surplus/(Deficit)(line 31 - line 18)	0	0	0	
33. Line 32,less transfers to oper., Capital, or Other				
34. Revenue Passengers	86,936	324,745		
35. Total Passengers	89,342	331,988		
36. Revenue Vehicle Miles	129,140	506,934		
37. Revenue Vehicle Hours	4,840	19,003		
38. Employees, FT equivalents(FTE=500 hrs/qr.)				
39. Farebox Recovery Ratio	69.8	68.0	64.0	

* Other Object Class Expense includes planning & marketing expenses, dues & subscriptions, and travel expenses.

This form has been completed on the following basis (check one):
 Cash Basis
 Accrual Basis

Motor Bus
 Rail
 Ferryboat
 Demand Response
 Total All Modes

QUARTERLY FINANCIAL & OPERATING DATA REPORT
 (Article 4 Claimants)

MTC Form 10Q
 Operator: WCCTA
 Quarter Ending: 6/30/19
 Date: Sept. 6, 2019

FINANCIAL DATA

Operating Expenses - Functional

1. Operations
2. Vehicle Maintenance
3. Non-Vehicle Maintenance
4. General Administration
5. Total Expenses (lines 1-4)

Operating Expenses - Object Class

6. Labor
7. Fringe Benefits
8. Services
9. Fuel/Lubricants
10. Tires and Tubes
11. Other Materials & Supplies
12. Utilities
13. Purchased Transportation
14. Casualty & Liability
15. Leases & Rentals
16. Interest Expense
17. Other Object Class Expense *
18. TOTAL Expenses(line6 thru 17)

REVENUES-OPERATING & NON-OPERATING

21. Farebox
22. Non-Farebox
23. Sales Tax, contributed by other agencies
24. Sales Tax, directly levied by operator
25. TDA(operating & planning & admin. funds)
26. STA(operating & planning & admin. funds)
27. RM2 funds
28. FTA sec.8(planning)& sec.9(operating)funds
29. Other Fed., State, or local, non-operator funds
30. Other Operator Funds
31. TOTAL Revenue(add lines 21 through 30)

Balance

32. Net Operating Surplus/(Deficit)(line 31 - line 18)
33. Line 32, less transfers to oper., Capital, or Other

OPERATING DATA

34. Revenue Passengers
35. Total Passengers
36. Revenue Vehicle Miles
37. Revenue Vehicle Hours
38. Employees, FT equivalents(FTE=500 hrs/qtr.)
39. Farebox Recovery Ratio

	Current Fiscal	Year 2018 -	2019	
Current Qtr. Actual	Year to Date Actual	Total Adopted Budget	% of Budget Remaining	
1. Operations	336,003	1,256,521	1,270,513	1
2. Vehicle Maintenance	57,857	216,673	220,556	2
3. Non-Vehicle Maintenance	8,029	30,609	33,557	9
4. General Administration	46,467	157,450	163,674	4
5. Total Expenses (lines 1-4)	448,356	1,661,253	1,688,300	2
6. Labor	33,916	119,557	121,422	2
7. Fringe Benefits	10,793	39,673	41,762	5
8. Services	21,038	54,143	56,364	4
9. Fuel/Lubricants	59,117	207,603	219,170	5
10. Tires and Tubes	6,239	22,816	23,240	2
11. Other Materials & Supplies	13,166	60,059	66,234	9
12. Utilities	3,592	15,219	17,122	11
13. Purchased Transportation	267,117	1,018,959	1,017,952	0
14. Casualty & Liability	26,781	93,482	91,322	0
15. Leases & Rentals	176	677	686	1
16. Interest Expense				
17. Other Object Class Expense *	6,421	29,065	33,026	12
18. TOTAL Expenses(line6 thru 17)	448,356	1,661,253	1,688,300	2
19. Depreciation				
20. Memo Item				
21. Farebox	12,032	53,712	50,000	0
22. Non-Farebox				
23. Sales Tax, contributed by other agencies	88,515	354,719	354,719	0
24. Sales Tax, directly levied by operator				
25. TDA(operating & planning & admin. funds)	248,773	860,339	890,753	3
26. STA(operating & planning & admin. funds)	33,124	128,835	129,180	0
27. RM2 funds				
28. FTA sec.8(planning)& sec.9(operating)funds	65,912	263,648	263,648	0
29. Other Fed., State, or local, non-operator funds				
30. Other Operator Funds				
31. TOTAL Revenue(add lines 21 through 30)	448,356	1,661,253	1,688,300	2
32. Net Operating Surplus/(Deficit)(line 31 - line 18)	0	0	0	
33. Line 32, less transfers to oper., Capital, or Other				
34. Revenue Passengers	8,536	33,557	38,670	13
35. Total Passengers	9,033	35,671	40,970	13
36. Revenue Vehicle Miles	54,051	209,596	214,500	2
37. Revenue Vehicle Hours	4,036	15,090	16,000	6
38. Employees, FT equivalents(FTE=500 hrs/qtr.)				
39. Farebox Recovery Ratio	2.7	3.2	3.0	

* Other Object Class Expense includes planning & marketing expenses, dues & subscriptions, and travel expenses.

This form has been completed on the following basis (check one):

Cash Basis
 Accrual Basis

AGENDA
ITEM # 2.2



**WESTERN CONTRA COSTA
TRANSIT AUTHORITY
FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019**

**WESTERN CONTRA COSTA TRANSIT AUTHORITY
FOR THE YEAR ENDED JUNE 30, 2019**

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**WESTERN CONTRA COSTA TRANSIT AUTHORITY
YEAR ENDED JUNE 30, 2019**

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Western Contra Costa Transit Authority;

Report on Financial Statements

I have audited the accompanying basic financial statements of the Western Contra Costa Transit Authority (Authority) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Authority's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

Opinions

In my opinion, the financial statements referred to above present fairly, in all material respects the financial position of the Authority as of June 30, 2019 and changes in financial position and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, I have also issued my report dated August 23, 2019, on my consideration of the Authority's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Authority's internal control over financial reporting and compliance.

Carathimas & Associates, Certified Public Accountant
August 23, 2019

**WESTERN CONTRA COSTA TRANSIT AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended June 30, 2019**

INTRODUCTION

The purpose of Management's Discussion and Analysis (MD&A) is to provide an objective and easily understandable analysis of the Western Contra Costa Transit Authority's (Authority's) financial activities and financial status based on currently known facts, conditions, or decisions as of June 30, 2019.

FINANCIAL STATEMENTS

The Authority's financial statements are prepared on an accrual basis in accordance with accounting principles generally accepted in the United States of America as promulgated by the Governmental Accounting Standards Board (GASB). The Authority is structured as a single enterprise fund with revenues recognized when earned, not when received. Expenses are recognized when incurred, not when they are paid. Capital assets are tracked separately and are depreciated over their useful lives.

The basic financial information regarding the Authority's performance, financial position, and financial status for fiscal years 2019 and 2018 is presented in tabular form in the following two sections. The "Financial Position" table summarizes the major categories of the Authority's assets, liabilities, and total net position for fiscal years 2019 and 2018. The "Financial Operations" table presents a more detailed breakdown of operating and non-operating revenues and expenses.

FINANCIAL POSITION SUMMARY

Total net position may serve over time as a useful indicator of the Authority's financial position. The Authority's assets exceeded liabilities by about \$15,141,200 at June 30, 2019, an increase of \$4,007,700 from June 30, 2018.

A condensed summary of the Authority's statement of net position at June 30, 2019 and 2018 is shown below:

Summary of Net Position

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
ASSETS:		
Current Assets	\$ 5,280,714	\$ 5,627,171
Capital Assets (Net of Accumulated Depreciation)	<u>15,500,649</u>	<u>11,550,732</u>
Total Assets	<u>20,781,363</u>	<u>17,177,903</u>
 Deferred Outflows of Resources	 <u>186,496</u>	 <u>230,326</u>
 LIABILITIES:		
Current Liabilities	4,805,052	4,831,964
Deferred Capital Funds	475,662	795,207
Net Pension Liability	<u>521,412</u>	<u>537,394</u>
Total Liabilities	<u>5,802,126</u>	<u>6,164,565</u>
 Deferred Inflows of Resources	 <u>24,540</u>	 <u>110,201</u>
 NET POSITION:		
Net Investment in Capital Assets	15,500,649	11,550,732
Unrestricted	<u>(359,456)</u>	<u>(417,269)</u>
Total Net Position	<u>\$ 15,141,193</u>	<u>\$ 11,133,463</u>

The largest portion of the Authority's net position represents its investment in capital assets (e.g. land, buses, buildings, improvements, and equipment). The Authority uses these capital assets to provide services to its passengers and employees; consequently these assets are not available for future spending. Since funding for capital acquisition comes largely from Federal Transit Administration (FTA) sources outside of the Authority's operating budget, the Authority's change in net position value will typically increase dramatically in years new or replacement vehicles are acquired, and decline at a relatively steady rate in years the Authority acquires no capital. Capital assets, net of accumulated depreciation, increased by about \$3,949,900 during the year ended June 30, 2019 because capital assets purchased was more than depreciation expense of \$2,237,600. Capital assets purchased increased from \$841,500 in 2018 to \$6,187,500 in 2019. \$2,000,000 of this added capital value resulted from acquisition of two expansion vehicles, funded in its entirety by a Federal grant, which increased the active fleet to 62 revenue vehicles.

The net pension liability of \$521,412 is recognized at June 30, 2019, along with the related deferred outflows and inflows of resources, per GASB Statement No. 68, Accounting and Financial Reporting for Pensions. The unrestricted net position of (\$359,456) represents the unfunded pension liability as of June 30, 2019.

FINANCIAL OPERATIONS SUMMARY

A condensed summary of the Authority's revenues, expenses, and changes in net position for the years ended June 30, 2019 and 2018 is shown below:

Summary of Revenues, Expenses, and Changes in Net Position

	<u>FY 2019</u>	<u>FY 2018</u>
Operating Revenues	\$ 2,419,035	\$ 2,337,862
Operating Expenses:		
Operations	8,956,851	7,914,495
General and Administrative	1,071,143	991,397
Maintenance - Vehicles	1,543,806	1,463,538
Maintenance - Other	218,376	193,636
Depreciation	2,237,591	2,041,307
Total Operating Expenses	<u>14,027,767</u>	<u>12,604,373</u>
Non-Operating Revenues (Expenses):		
Interest Income	50,675	11,808
Other Non-Operating Revenue	15,250	-
Operating Assistance from Governmental Agencies	9,363,029	8,230,892
Capital Contributions	6,187,508	1,431,991
Total Non-Operating Revenues	<u>15,616,462</u>	<u>9,641,659</u>
Change in Net Position	4,007,730	(624,852)
Total Net Position - Beginning	<u>11,133,463</u>	<u>11,758,315</u>
Total Net Position - Ending	<u>\$ 15,141,193</u>	<u>\$ 11,133,463</u>

During the year ended June 30, 2019, operating revenues increased approximately \$81,200, due to increases in fare box receipts. Total operating expenses, not including depreciation, increased by \$1,227,100. The majority of this resulted from increases of \$725,100 in purchased transportation, \$199,600 in fuel costs, and \$118,800 in insurance. The growth in purchased transportation expenses was due to minor service expansions during the year, along with an amendment to the Authority's agreement with MV Transportation linked to increases in MV's wage scale. This adjustment reflects the tightening labor market throughout the San Francisco Bay Area.

Depreciation increased by \$196,300, mostly due to acquisition of this year's new vehicles, for a total increase of \$1,423,400 in operating expenses, including depreciation.

Operating assistance for the year increased about \$1,132,100, mostly due to funds acquired to offset increased purchased transportation and fuel expenses. Capital contributions available to the Authority increased by about \$4,755,500 in fiscal year 2019. This is due to this year's larger capital program and the corresponding change in Federal and State capital funding.

CAPITAL ACQUISITIONS

During fiscal year 2019, the Authority purchased seven new vehicles with \$5,344,600 of FTA, PTMISEA, AB664, Prop 1B Security and RM2 start-up funds. Vehicle cameras and communications equipment were purchased with \$208,500 of LCTOP and Prop 1B Security funds. Office equipment and facility upgrades accounted for \$62,100 in capital asset additions, which were funded by prior year TDA capital contributions. The Authority initiated a major project to replace its bus wash equipment last year, and expended an additional \$118,400 of prior year TDA and PTMISEA funds this year. The overall cost of the project is estimated at \$2.1 million, though final costs will not be known until a construction contract is awarded in the second quarter of fiscal year 2020. The Authority spent \$453,900 of Measure J and prior year TDA funds on the property expansion.

CURRENT FACTORS

While all sources of revenues available to the Authority are subject to year-to-year fluctuations in response to changes in regional, state and national economic performance, the Authority has no ability to control and little ability to predict such fluctuations. There are several other factors, however, also largely outside the Authority's control that may dramatically affect the long term financial condition of the Authority.

The Authority is scheduled to replace approximately one fifth of its fixed route vehicle fleet over the next 3 years. The Federal government has historically covered 80% of the replacement cost of the vehicles, while stipulating that the remaining 20% match must be funded from local sources. While the new administration has expressed a general interest in infrastructure investments, it is unclear whether there will be sufficient support for sustaining transit funding at current levels.

The State of California transportation infrastructure bond program (Proposition 1B), which was a significant source of capital local match funding, has reached its sunset date. The Proposition 1B revenue, which in past years had provided much of the local match requirement for these vehicles, will be exhausted by the time the vehicles are purchased. If the Federal contribution toward the capital purchases falls below 80%, the local funding needed will be even larger.

To cover the replacement needs alone, the Authority will need to assemble approximately \$1.4 million in local capital funding to satisfy the local match requirement on the Federal assets, and to cover other capital needs for which there will be no Federal support. Historically, the San Francisco region has made toll bridge revenues available for local match purposes, however toll bridge revenue in recent years has been insufficient to completely match the Federal funds. Toll bridge revenues and other local funds are projected to be insufficient to cover the full \$1.4 million. The Authority will likely need to use its own Transportation Development Act funding to complete the purchases, thereby reducing the revenue available to fund ongoing operating costs.

Several recently enacted transportation funding packages may help to partially offset this loss of Proposition 1B support. A small amount of capital funding for transit was included in a new transportation measure, Senate Bill 1 (SB1), which was signed into law in April, 2017.

In June, 2018, voters approved Regional Measure 3, which will raise bridge tolls on Bay Area bridges by up to \$3. The Authority has two significant projects included on the RM-3 project list submitted to the Metropolitan Transportation Commission by the Contra Costa Transportation Authority. One project would provide five million dollars for improvements and expansion of the Authority's operations and maintenance facility, and the second project would provide an additional five million dollars for acquisition of expansion commuter coaches for Transbay express service. A taxpayer group has filed a lawsuit attempting to invalidate Regional Measure 3, though the courts have yet to rule on the suit.

In Contra Costa County, a measure that was on the November, 2016 ballot that would have imposed an additional ½ cent sales tax for transportation purposes for a 30-year period failed to achieve the required 2/3 affirmative vote. There are current efforts to qualify a similar measure for the April, 2020 ballot, which could provide additional operating and capital support to the Authority and to other public transit operators in the County.

California's landmark Cap and Trade legislation may have a significant positive influence on the Authority's funding situation in upcoming years. The amount of funding available through the Cap and Trade program is dependent on actual proceeds from the auction of carbon allowances. In recent auction cycles, revenues have been trending upwards. Because the Legislature may make changes to the way the funding is appropriated among a variety of qualifying uses including public transit, it will be difficult to predict what level of funding the Authority may expect in future years of the program.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
STATEMENT OF NET POSITION
June 30, 2019

ASSETS	
Current Assets:	
Cash	\$ 3,783,667
Accounts Receivable	544,099
Grants Receivable	899,950
Prepaid Expenses	52,998
Total Current Assets	<u>5,280,714</u>
Non-Current Assets:	
Capital Assets (Net of Accumulated Depreciation)	15,500,649
Total Non-Current Assets	<u>15,500,649</u>
Total Assets	<u>20,781,363</u>
Deferred Outflows of Resources:	
Total Deferred Outflows of Resources	<u>186,496</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable and Accrued Liabilities	1,588,325
Deferred Operating Funds	801,896
Payable to Metropolitan Transportation Commission	2,414,831
Total Current Liabilities	<u>4,805,052</u>
Non-Current Liabilities:	
Deferred Capital Funds	475,662
Net Pension Liability	521,412
Total Non-Current Liabilities	<u>997,074</u>
Total Liabilities	<u>5,802,126</u>
Deferred Inflows of Resources:	
Total Deferred Inflows of Resources	<u>24,540</u>
NET POSITION	
Net Investment in Capital Assets	15,500,649
Unrestricted	<u>(359,456)</u>
Total Net Position	<u>\$15,141,193</u>

See accompanying notes to financial statements.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
Year Ended June 30, 2019

OPERATING REVENUES	
Passenger Fares	\$ 2,387,420
Advertising Revenues	31,615
Total Operating Revenues	<u>2,419,035</u>
OPERATING EXPENSES	
Operations	8,956,851
General and Administrative	1,071,143
Maintenance - Vehicles	1,543,806
Maintenance - Other	218,376
Depreciation	2,237,591
Total Operating Expenses	<u>14,027,767</u>
Operating Loss	(11,608,732)
NON-OPERATING REVENUES (EXPENSES)	
Interest Revenue	50,675
Other Non-Operating Revenues (Expenses)	15,250
Operating Assistance:	
Bay Area Rapid Transit District	2,855,943
Transportation Development Act	1,663,533
State Transit Assistance	1,649,416
Low Carbon Transit Operations Program	55,172
Regional Measure 2	1,152,212
Measure J	1,617,741
Federal Transit Administration	369,012
Net Non-Operating Revenues	<u>9,428,954</u>
Loss Before Capital Contributions	(2,179,778)
CAPITAL CONTRIBUTIONS	<u>6,187,508</u>
Change in Net Position	4,007,730
Net Position, July 1, 2018	<u>11,133,463</u>
Net Position, June 30, 2019	<u><u>\$ 15,141,193</u></u>

See accompanying notes to financial statements.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
STATEMENT OF CASH FLOWS
Year Ended June 30, 2019

CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from passengers	\$ 2,256,850
Payments to employees for services	(1,254,778)
Payments to suppliers for goods and services	(10,551,916)
Receipts from advertisers	31,615
Cash Used by Operating Activities	<u>(9,518,229)</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest received	<u>50,675</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES	
Operating assistance received	<u>9,613,504</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Purchase of capital assets	(5,745,462)
Sale of assets and other non-operating	15,250
Capital grants received	6,498,393
Cash Received (Used) by Capital and Related Financing Activities	<u>768,181</u>
Increase (decrease) in cash	914,131
Cash, July 1, 2018	<u>2,869,536</u>
Cash, June 30, 2019	<u><u>\$ 3,783,667</u></u>
Reconciliation of Cash Flows from Operating	
Activities to Operating Loss:	
Cash used by operating activities	\$ (9,518,229)
Depreciation	(2,237,591)
Increase (decrease) in accounts receivable	209,904
Increase (decrease) in prepaid expenses	11,703
Increase (decrease) in deferred outflows of resources - pensions	(43,830)
Decrease (increase) in accounts payable and accrued liabilities	(132,332)
Decrease (increase) in net pension liabilities	15,982
Decrease (increase) in deferred inflows of resources - pensions	85,661
Operating loss	<u><u>\$ (11,608,732)</u></u>

See accompanying notes to financial statements.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 1 – ORGANIZATION

The Western Contra Costa Transit Authority (Authority) was organized as a separate legal entity in August 1977 by a Joint Exercise of Powers Agreement between Contra Costa County, City of Pinole and City of Hercules. The Authority is governed by a seven-member Board of Directors. Three board members are appointed by the County’s Board of Supervisors and two each are from the city councils of Hercules and Pinole.

The Authority provides fixed route and “dial-a-ride” public transit services throughout Western Contra Costa County. WestCAT, a service of the Authority, provides local, express, and regional service to the cities of Pinole and Hercules and the unincorporated communities of Montalvin Manor, Tara Hills, Bayview, Rodeo, Crockett, and Port Costa. The agency operates eight local fixed routes, and three express routes to BART. In addition, the agency operates three weekday only regional bus routes – service between Martinez and El Cerrito del Norte BART station, between Hercules and San Francisco, and from Hercules to Contra Costa College.

The Authority’s operations are funded primarily through Transportation Development Act (TDA) Article 4 funds, and State Transit Assistance funds. The Authority also receives TDA Article 4.5 funding to provide transportation for seniors and disabled passengers. The Authority has contracted with an independent contractor, MV Transportation, for most operating activities.

The Authority has an agreement with the Bay Area Rapid Transit District (BART) whereby the Authority operates express bus service in the Interstate 80 corridor of western Contra Costa County to and from BART. The agreement requires BART to provide sufficient funding annually, through the Metropolitan Transportation Commission (MTC), to cover the annual operating and capital costs of the service.

NOTE 2 - SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when the related liability is incurred, regardless of the timing of the related cash flows.

The accounts of the Authority are organized on the basis of an enterprise fund. Its activities are accounted for with a set of self-balancing accounts that comprise the Authority’s assets, liabilities, net position, revenues and expenses. Enterprise funds account for activities: (i) that are financed with debt that is secured solely by a pledge of the net revenues from fees and charges of the activity; (ii) that are required by laws or regulations that the activity’s cost of providing services, including capital costs (such as depreciation or debt service) be recovered with fees and charges, rather than with taxes or similar revenues; or (iii) that the pricing policies of the activity establish fees and charges designed to recover its costs, including capital costs.

Enterprise funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services in connection with an enterprise fund's principal ongoing operations. The principal operating revenues of the Authority are charges to passengers for transportation services provided. Operating expenses include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Cash Equivalents

For purposes of the statement of cash flows, the Authority's deposits in the Local Agency Investment Fund (LAIF) are, in substance, demand deposits and are therefore considered cash equivalents. Restricted investments are not considered a cash equivalent.

Accumulated Vacation and Sick Leave

By Authority policy, employees can carry from five to ten days of vacation benefits, depending on the years of service. The Authority has accrued \$31,971 for this liability at June 30, 2019.

Sick leave benefits are accumulated up to 30 days for each employee. The employees do not gain a vested right to accumulated sick leave. Accumulated employee sick leave benefits are not recognized as liabilities of the Authority since payment of such benefits is not probable. Sick leave benefits are recorded as expenses in the period that sick leave is taken.

Capital Assets

Capital assets are accounted for on the historical cost basis. Depreciation is recorded on a straight-line basis over five to sixteen years for equipment and vehicles, and over 31.5 years for facilities. The Authority capitalizes all capital assets acquired with capital contributions.

Operating Assistance

Grants are reported as non-operating revenue as soon as all eligibility requirements have been met.

Net Position

Net Position is reported in the following categories:

- Net Investment in Capital Assets – This category groups all capital assets into one category. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction or improvement of these assets reduce the balance in this category.
- Restricted Net Position – This category presents external restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation. When both restricted and unrestricted net position are available, unrestricted resources are used only after the restricted resources are depleted.
- Unrestricted Net Position – This category represents net position of the Authority, not restricted for any project or other purpose.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles (GAAP) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 3 – CASH AND INVESTMENTS

Cash and investments at June 30, 2019 consisted of the following:

Cash in bank and on hand	\$ 356,860
Cash with Local Agency Investment Fund	<u>3,426,807</u>
Total cash and investments	<u>\$ 3,783,667</u>

Cash balances held in banks are insured up to \$250,000 by the Federal Depository Insurance Corporation. The remainder of these cash deposits are entirely collateralized by the bank holding the deposit. California law requires banks to pledge government securities with a market value of 110% of the deposit as collateral for all public agency deposits. This collateral remains with the institution, but is considered to be held in the Authority's name and places the Authority ahead of general creditors of the bank.

The Authority invests cash in the Local Agency Investment Fund. The pooled funds are carried at cost, which approximates market value. Investment earnings, gains and losses are proportionately shared by all participants in the pool.

NOTE 4 – CAPITAL ASSETS

Capital assets of the Authority consist of land, transit and service vehicles, buildings and improvements, and equipment. Capital assets are recorded at cost and depreciated over their estimated useful lives. The Authority's policy is to capitalize all assets when acquired with capital contributions.

Depreciation of capital assets in service is provided using the straight line method which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated.

The Authority has assigned the useful lives as follows:

Building and improvements	5 - 31.5 years
Transit Vehicles	5-16 years
Shop, office and other equipment	5-10 years

	<i>Balance</i> <i>June 30, 2018</i>	<i>Additions</i>	<i>Retirements</i>	<i>Depreciation</i>	<i>Balance</i> <i>June 30, 2019</i>
Facilities (at cost)	\$ 6,861,041	\$ 602,260			\$ 7,463,301
Transportation Equipment (at cost)	21,940,510	5,494,117	\$ (962,358)		26,472,269
Other Equipment (at cost)	469,111	91,131	(79,775)		480,467
Total Capital Assets	29,270,662	6,187,508	(1,042,133)		34,416,037
Less Accumulated Depreciation	(17,719,930)		1,042,133	\$ (2,237,591)	(18,915,388)
Net Capital Assets	<u>\$ 11,550,732</u>	<u>\$ 6,187,508</u>	<u>\$ -</u>	<u>\$ (2,237,591)</u>	<u>\$ 15,500,649</u>

NOTE 5 – OPERATING AND CAPITAL ASSISTANCE

Bay Area Rapid Transit District – Operating funds from BART consist of \$2,526,931 in State Transit Assistance (STA) funds and \$281,512 in Transportation Development Act funds.

Transportation Development Act – The Transportation Development Act (TDA) creates in each California local jurisdiction a Local Transportation Fund that is funded by ¼ cent from the 7.25 percent retail sales tax collected statewide. The California Board of Equalization returns these funds to the local jurisdiction according to the amount of sales taxes collected in that jurisdiction. TDA funds are allocated to the Authority from Contra Costa County to meet, in part, the Authority’s operating requirements. The allocation is based on population within the Authority’s service area.

State Transit Assistance – State Transit Assistance (Proposition 111) funds are allocated to the Authority based on the portion of the Authority’s qualifying revenues as a portion of qualifying revenues statewide and the population of the areas that the Authority serves. The qualifying revenues are property taxes, Measure J funds and other funds generated at the local level, excluding state or federal subsidies.

STA - State of Good Repair funds of \$131,451 were received during fiscal year 2019. The unspent funds are included in deferred capital at June 30, 2019.

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

Measure J - The Authority has entered into an agreement with the Contra Costa Transportation Authority (CCTA) pursuant to Contra Costa County Measure J for improvement of bus transit and para-transit services. The Authority must apply funds received under the agreement, including any interest earned thereon, for the specific routes, services, or capital acquisitions approved annually by CCTA.

Federal Transit Administration – The Authority received 5307 funds as operating assistance to help support the Authority’s paratransit and Lifeline services, and capital assistance for vehicles and fareboxes.

Proposition 1B – The Authority spent \$65,583 in fiscal year 2019 for vehicle communications equipment and security cameras with funds from prior year deferred capital of \$97,076 from the California Transit Security Grant Program – California Transit Assistance Fund (CTSGP-CTAF). The remaining unspent amount of \$31,520 is in deferred capital at June 30, 2019, including \$27 in interest for fiscal year 2019.

The Authority spent \$289,372 for vehicles and \$55,590 for bus wash in fiscal year 2019 with funds from prior year deferred capital of \$614,673 from the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA). The remaining unspent amount of \$282,789 is in deferred capital at June 30, 2019, which includes \$13,078 in interest for fiscal year 2019.

Low Carbon Transit Operations Program – The Authority spent the remaining \$55,172 of prior year operating funds for the route 11 expansion in fiscal year 2019. An additional \$148,553 was spent for the Samsara vehicle camera system from prior year deferred capital of \$27,081 and this year’s capital grant of \$151,374, leaving \$29,902 in deferred capital funds at June 30, 2019.

NOTE 6 - PAYABLE TO METROPOLITAN TRANSPORTATION COMMISSION

TDA regulations require the Authority to return excess operating revenues over operating costs, as defined in section 6634 of the California Code of Regulations, to MTC. The payable to MTC at June 30, 2019 was composed of such excess revenues for fiscal years 2018 and 2019 for a total of \$2,414,831. Such refundable is reported as a reduction of TDA revenues.

NOTE 7 - INSURANCE/JOINT POWERS AGREEMENT

The Authority secures vehicular, property damage and general liability coverage of up to \$100,000 per incident through its bus operations contractor. Coverage above this amount up to \$25 million per incident is secured through the Authority's participation in the California Transit Insurance Pool (CalTIP), a Joint Powers Authority. Losses over \$25 million per incident are uninsured. CalTIP was formed May 1987 to provide to its members comprehensive and economical insurance for public liability, property and other risks. CalTIP is governed by a board consisting of a representative from each of the 33 member agencies. CalTIP is independent of influence by the member agencies beyond the representation on the governing board. There has been no reduction in the Authority's insurance coverage from the prior year, and no settlement amounts have exceeded insurance coverage for the last three years.

The Authority pays a premium commensurate with the level of coverage requested. Member agencies share surpluses and deficits proportionately to their participation in the CalTIP. During the year ended June 30, 2019, the Authority paid \$460,948 to CalTIP.

Financial information of CalTIP as of and for the year ended April 30, 2018 (the most recent available) was as follows:

Total Assets	\$ <u>30,061,842</u>
Total Liabilities	\$ <u>20,215,367</u>
Net Position	\$ <u>9,846,475</u>
Total Revenues	\$ <u>11,839,704</u>
Total Expenses	\$ <u>10,546,867</u>

NOTE 8 - RETIREMENT PLAN / DEFERRED COMPENSATION PLAN

The Authority participates in the CalPERS Public Agency Cost-Sharing Multi-Employer Defined Benefit Pension Plan for administrative employees. CalPERS has provided a GASB 68 Accounting Valuation Report for the measurement date of June 30, 2018 upon which the following information has been derived. This report is a publically available valuation report that can be obtained at CalPERS' website under Forms and Publications. For purposes of this report the following timeframes are used.

Valuation Date	June 30, 2017
Measurement Date	June 30, 2018
Measurement Period	June 30, 2017 to June 30, 2018

Since GASB 68 allows a measurement date of up to 12 months before the employer's fiscal year-end, the report can be used and is used for the fiscal year ending June 30, 2019.

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in rate. The total plan contributions are determined through the CalPERS' annual valuation process. For public agency cost-sharing plans covered by either the miscellaneous or safety risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the measurement period ended June 30, 2018, the active employee rate for those hired before 2013 is 7% of annual pay; and for those hired after 2012, the employee rate is 6.25%. The Authority's employer's contribution rate for those hired before 2013 is 8.418% of annual payroll, and for those hired after 2012, the employer's contribution rate is 6.533%; plus the employer unfunded accrued liability (UAL) contribution amount of \$17,484. In addition to post-retirement benefits the Plan provides for sick leave credits and pre-retirement death benefits. A full description of the pension plan benefit provisions, assumptions for funding purposes but not accounting purposes, and membership information is listed in the June 30, 2018 Actuarial Valuation Report. Details of the benefits provided can be obtained in Appendix B of this report, which can be obtained at CalPERS' website under Forms and Publications.

The June 30, 2018 total pension liability was based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal in accordance with the requirements of GASB Statement No. 68
Actuarial Assumptions	
Investment Rate of Return	7.15%
Inflation	2.50%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table	Derived using CalPERS' Membership Data for all Funds
Post Retirement Benefit Increase	Contract COLA up to 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.75% thereafter

The discount rate used to measure the total pension liability was 7.15 percent and reflects the long-term expected rate of return for the Plan net of investment expenses and without reduction for administrative expenses. It was determined by applying stress testing on various other plans and found to be adequate by CalPERS. The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return are developed for each major asset class. The plan's proportionate share of risk pool pension expense is developed as the sum of the related proportionate shares of various components of the aggregate pension expense. Gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time.

At the start of the measurement period (July 1, 2017) the net pension liability for the plan was \$537,394 and for the measurement period ended June 30, 2018 the Authority's proportionate share of the Plan's pension expense is \$109,431.

Deferred outflows of resources as of June 30, 2018 are as follows:

Net Difference Between Expected and Actual Experience	\$ 17,848
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	3,486
Changes of Assumptions	60,685
Difference in Actual vs. Proportionate Share of Contributions	1,979
Contributions Subsequent to Measurement Date	<u>102,498</u>

**Deferred Outflows of Resources for the
Period ended June 30, 2018** \$ 186,496

Deferred inflows of resources as of June 30, 2018 are as follows:

Changes in Proportion	\$ (24,540)
-----------------------	-------------

**Deferred Inflows of Resources for the
Period ended June 30, 2018** \$ (24,540)

Supplementary Information	As of <u>June 30, 2018</u>
Plan's Proportion of the Net Pension Liability	.01384%
Plan's Proportionate Share of the Net Pension Liability	\$ 521,412
Plan's Covered-Employee Payroll	\$ 891,011
Plan's Proportionate Share of the Net Pension Liability as a Percentage of its Covered-Employee Payroll	58.82%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	83.50%
Plan's Proportionate Share of Aggregate Employer Contributions	\$ 100,519
Actuarially Determined Contribution	\$ 89,072
Contributions Made	<u>(89,072)</u>
Contribution Deficiency (Excess)	\$ -
Covered-Employee Payroll	\$ 891,011
Contributions as a Percentage of Covered-Employee Payroll	10.00%

For employees hired before 2013, employees will pay 7% for employees' contribution. Employees hired after January 1, 2013 will be required to pay at least fifty percent (50%) of the total normal costs for their CalPERS defined benefit plan, which was 6.25% for the fiscal year 2018.

For employees hired before May 1, 2007 the Authority contributes 1% of all employees' salaries to International City Managers Association (ICMA), an agent multiple-employer public employee benefit system that administers deferred compensation plans for participating public entities within the State of California. For new hires, the Authority contributes 7% of their salaries to ICMA for the first 1,000 hours of employment, after which, the employees are enrolled in CalPERS. There was one new employee hired during the fiscal year 2019.

The Authority's payroll for employees covered by CalPERS for the year ended June 30, 2019 was \$914,786. The Authority contributed \$102,498 to CalPERS, which includes the employer UAL contribution amount of \$24,792; and \$8,239 to ICMA, for a total of \$110,737.

All full time and regular part time Authority employees are eligible to participate in ICMA. Employees are allowed to defer a percentage of their salary into the plan. Employees determine how their account balance is invested within a certain array of investment options. Benefits vest immediately. Upon retirement, the employees can select from various payout options.

NOTE 9 – CONCENTRATIONS

The Authority receives a significant amount of its support from funding administered by the State of California, including sales tax revenues from the Local Transportation Fund and diesel tax proceeds through the State Transit Assistance (STA) program. The STA program is also the source of payments made to the Authority by the BART system. A significant reduction in the level of this support, if this was to occur, may have a significant effect on the operations of the Authority.

NOTE 10 – CONTINGENCIES

The Authority receives funding from various governmental agencies that are subject to review and audit. Such audits could result in a request for reimbursement for expenses disallowed under the terms and conditions of the contracts. It is the opinion of management that no material liabilities will result from such potential audits.

NOTE 11 – SUBSEQUENT EVENTS

These financial statements considered subsequent events through August 23, 2019 the date the financial statements were available to be issued. The Authority's management has evaluated events and transactions subsequent to June 30, 2019 for potential recognition or disclosure in the financial statements. The Authority did not have any subsequent events that required recognition or disclosure in the financial statements for the year ended June 30, 2019. Subsequent events have been evaluated through August 23, 2019 the date the financial statements became available to be issued. The entity has not evaluated subsequent events after August 23, 2019.

**WESTERN CONTRA COSTA TRANSIT AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2019**

A. Summary of Auditor's Results

- | | |
|---|------------|
| 1. Type of auditor's report issued: | Unmodified |
| 2. Internal controls over financial reporting: | |
| a. Material weaknesses identified | No |
| b. Significant deficiencies identified not considered to be material weaknesses? | No |
| 3. Noncompliance material to financial statements under <i>Government Auditing Standards</i> noted? | No |

Federal Awards

- | | |
|--|------------|
| 1. Internal control over major programs: | |
| a. Material weaknesses identified? | No |
| b. Significant deficiencies identified not considered to be material weaknesses? | No |
| 2. Type of auditor's report issued on compliance for major programs: | Unmodified |
| 3. Any audit findings disclosed that are required to be reported in accordance with Circular 2 CFR Section 200.516(a)? | No |

4. Identification of major programs:

CFDA Number

20.507

Name of Federal Program

Federal Transit Administration

- | | |
|---|------------|
| 5. Dollar Threshold used to distinguish between Type A and Type B programs? | \$ 750,000 |
| 6. Auditee qualified as a low-risk auditee under 2 CFR Section 200.516(a)? | Yes |

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors
Western Contra Costa Transit Authority:

I have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Western Contra Costa County Transit District, the Authority, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated August 23, 2019.

Internal Control Over Financial Reporting

In planning and performing my audit of the financial statements, I considered the Authority's internal control over financial reporting (internal control) to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, I do not express an opinion on the effectiveness of the Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards or State grant program requirements.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards, in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Carathimas & Associates, Certified Public Accountant
August 23, 2019

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR
PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE;
AND REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Directors
Western Contra Costa Transit Authority:

Report on Compliance for Each Major Federal Program

I have audited Western Contra Costa Transit Authority (Authority), compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended June 30, 2019. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

My responsibility is to express an opinion on compliance for each of the Authority's major federal programs based on my audit of the types of compliance requirements referred to above. I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances.

I believe that my audit provides a reasonable basis for my opinion on compliance for each major federal program. However, my audit does not provide a legal determination of the Authority's compliance.

Opinion on Each Major Federal Program

In my opinion, the Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

Report on Internal Control Over Compliance

Management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing my audit of compliance, I considered the Authority's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

My consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. I did not identify any deficiencies in internal control over compliance that I consider to be material. However, material weaknesses may exist that have not been identified.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

I have audited the financial statements of the Authority, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements. I issued my report thereon dated August 23, 2019, which contained an unmodified opinion on those financial statements. My audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Authority's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

The purpose of this report on internal control over compliance is solely to describe the scope of my testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Carathimas & Associates, Certified Public Accountant
August 23, 2019

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS, THE TRANSPORTATION
DEVELOPMENT ACT AND OTHER STATE PROGRAM GUIDELINES**

To the Board of Directors
Western Contra Costa Transit Authority

I have audited in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of Western Contra Costa Transit Authority (Authority), as of and for the year ended June 30, 2019, and the related notes to the financial statements, and have issued my report thereon dated August 23, 2019.

Internal Control Over Financial Reporting

In planning and performing my audit of the financial statements, I considered Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Authority's internal control. Accordingly, I do not express an opinion on the effectiveness of Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters (including State grant programs)

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. My procedures included the applicable audit procedures contained in §6667 of Title 21 of California Code of Regulations and tests of compliance with the applicable provisions of the Transportation Development Act (TDA) and the allocation instructions and resolutions of the Metropolitan Transportation Commission. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards, the TDA, and State grant programs in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Carathimas & Associates, Certified Public Accountant
August 23, 2019

WESTERN CONTRA COSTA TRANSIT AUTHORITY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended June 30, 2019

Grantor or Pass Through Agency	Program Title	Federal CFDA Number	Other Identification Number	Current Year Expenditures			Foot- notes
				Direct	Pass Through	Total	
<u>U.S. Dept of Transportation</u>							
Federal Transit Administration	Federal Transit_Formula Grants (Sec 5307 Capital Assistance)	20.507	CA-90-Y735-00	\$ 56,000		\$ 56,000	1,2,3
	Federal Transit_Formula Grants (Sec 5307 Capital Assistance)	20.507	CA-90-Z286-00	1,215,139		1,215,139	1,2,3
	Federal Transit_Formula Grants (Sec 5307 Capital Assistance and JARC related activities)	20.507	CA-2017-046-00	554,213		554,213	1,2,3
	Federal Transit_Formula Grants (Sec 5307 Capital Assistance)	20.507	CA-2017-077-00	2,000,000		2,000,000	1,2,3
	Federal Transit_Formula Grants (Sec 5307 Capital Assistance)	20.507	CA-2018-028-00	910,818		910,818	1,2,3
	Federal Transit_Formula Grants (Sec 5307 ADA Paratransit Set-Aside)	20.507	CA-2018-079-00	263,648		263,648	1,2,3
	Total CFDA Number	20.507		4,999,818	-	4,999,818	
	Total U.S. Department of Transportation			4,999,818	-	4,999,818	
	Total Federal Financial Assistance			\$ 4,999,818	\$ -	\$ 4,999,818	

The accompanying notes to the schedule of expenditures of federal awards are an integral part of this schedule.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended June 30, 2019

NOTE 1 – BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of the Western Contra Costa Transit Authority under programs of the federal government for the year ended June 30, 2019. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the Authority's operations, it is not intended to be and does not present the financial position, changes in net position, or cash flows of the Authority.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenses reported on the Schedule are reported on the accrual basis of accounting. Such expenses are recognized following the cost principles contained in the Uniform Guidance and/or OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments wherein certain types of expenses are not allowable or are limited as to reimbursement. The Authority did not elect to use any cost rate, including a de minimus cost rate.

NOTE 3 – DIRECT AND INDIRECT (PASS-THROUGH) FEDERAL AWARDS

Federal awards may be granted directly to the Authority by a federal granting agency or may be granted to other government agencies which pass-through federal awards to the Authority. The Schedule includes both of these types Federal award programs when they occur.

NOTE 4 – PASS-THROUGH TO SUBRECIPIENTS

There were no subrecipients of the Authority's programs during the year.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
SCHEDULE OF REFUNDABLE TO METROPOLITAN TRANSPORTATION COMMISSION
Year Ended June 30, 2019

OPERATING REVENUES	
Passenger Fares	\$ 2,387,420
Advertising Revenue	31,615
	<hr/>
Total Operating Revenues	2,419,035
 OPERATING EXPENSES	
Operations	8,956,851
General and Administrative	1,128,956
Maintenance – Vehicles	1,543,806
Maintenance – Other	218,376
	<hr/>
Total Operating Expenses	11,847,989
 Operating Loss	 (9,428,954)
	<hr/>
NON-OPERATING REVENUES	
Interest Income	50,675
Other Non-Operating Revenues	15,250
Operating Assistance and Grants From Governmental Agencies:	
Bay Area Rapid Transit District	2,855,943
Transportation Development Act	3,113,005
State Transit Assistance	1,649,416
Low Carbon Transit Operations Program	55,172
Regional Measure 2	1,152,212
Measure J	1,617,741
Federal Transit Administration	369,012
	<hr/>
Total Non-Operating Revenues	10,878,426
 Refundable to Metropolitan Transportation Commission	 \$ 1,449,472
	<hr/> <hr/>

Agenda Item 2.3

Staff Report on Replacement of Five 35' Fixed Route Vehicles

BACKGROUND

WCCTA is preparing for the scheduled replacement of five 35' fixed route vehicles that have reached the end of their useful lives. Federal Transit Administration funding is available to cover 75% of the total purchase price, while the remaining 25% will come from net bridge toll revenues, Proposition 1B capital funds, State Transit Assistance "State of Good Repair" capital funds and Transportation Development Act reserve funds.

WCCTA was a named participant in a cooperative vehicle procurement conducted by the California Association for Coordinated Transportation (CalACT) and the Morongo Basin Transit Authority (MBTA) that resulted in an award to the Gillig Corporation. The contract between CalACT/MBTA establishes a base unit cost per vehicle, as well as a defined price list for the range of options that participating agencies may choose to include on their vehicles.

The procurement complied in all respects with Federal procurement guidelines, and because of the large number of vehicles being purchased, it has resulted in substantial cost savings over pricing that would result from a WCCTA procurement involving far fewer total vehicles. WCCTA will pay a procurement fee of 1% of total purchase price, which will be invoiced and collected as part of the payment to Gillig.

While WCCTA staff and Gillig have yet to finalize the equipment specifications and the detailed price quote for the five vehicles that are the subject of this authorization request, Gillig has prepared a preliminary component list and a projected price based on the terms of the CalACT/MBTA contact. These documents are included as an attachment to this staff report. Prior to entering into a purchase agreement, staff will ensure all necessary equipment is properly specified and incorporated into the detailed quote, which will serve as the basis for the final purchase agreement.

In accordance with WCCTA's procurement policy, staff will evaluate the proposed pricing and will confirm that the pricing and the terms of the offer are reasonable and accurate prior to executing the purchase agreement.

RECOMMENDATION

Staff recommends that the Board authorize the General Manager to exercise five options secured from the CalACT/MBTA procurement, and to enter into a purchase agreement with Gillig Corporation for five 35' Low Floor Buses, under the terms and pricing outlined in the CalACT/MBTA/Gillig contract, at a delivered price not to exceed \$2,875,000. Federal Transit Administration funding is available to cover 75% of the total project cost, with the remaining 25% to be funded by Net Bridge Toll Revenues, Proposition 1B capital allocations, State Transit Assistance "State of Good Repair" and Transportation Development Act reserve funds.

GILLIG

August 30, 2019

Mr. Charles Anderson
General Manager
WEST CAT
601 Walter Ave
Pinole, CA 94564

Dear Mr. Anderson:

Thank you for your interest to purchase FIVE (5) 35' Diesel Low Floor buses through your participation in the Cal Act consortium contract.


Attached you will find the price variance that would pertain to the WESTCAT order. Gillig is pleased to quote the following:

FIVE (5) 35' DIESEL LOW FLOOR BUSES \$573,979.00 each

This price is valid for 30 days and is FOB Pinole, CA. Prices include CA Sales Taxes and no license fees. The production start date of the buses will be approximately 15 months from receipt of purchase order.

We thank you for this opportunity and appreciate your interest in Gillig and our products. We at Gillig certainly look forward to building your order and continuing to build our lasting partnership. Should you have any questions, please do not hesitate to contact me at 510-867-5108.

Sincerely,



Lee Petersen
Regional Sales Manager

PRICE VARIANCE
8/30/2019
WESTCAT OFF CalACT CONSORTIUM CONTRACT
(5) 35' DUAL DOOR DIESEL LOW FLOOR BUS, SN: TBD

ITEM	CalACT	WESTCAT	VARIANCE
BRT STYLING	NOT INCLUDED	FRONT, REAR CAPS W/ ROOF FAIRINGS	15,750.00
ENGINE (CNG)	CUMMINS L9, 280 HP	CUMMINS L9, 280 HP	-
AUXILIARY ENGINE OIL FILTER	NOT INCLUDED	SPINNER II-976	931.00
COOLANT FILTER (FOR NON-HYBRIDS)	STD FLEETGUARD	STD FLEETGUARD	-
STARTER	DELCO MT-42	DELCO MT-42	-
AIR RESTRICTION INDICATOR	DONALDSON INFORMER RBX00-2277	DONALDSON INFORMER RBX00-2277	-
ENGINE BLOCK HEATER	NOT INCLUDED	NOT REQUIRED	-
RADIATOR	EMP GEN IV MH4 (ELECTRIC)	EMP GEN IV MH4 (ELECTRIC)	-
E-COAT RAD/CAC, HYD COOLER	NOT INCLUDED	NOT REQUIRED	-
RADIATOR TANK GUARD	NOT INCLUDED	REQUIRED	256.00
ALTERNATOR	EMP P450 (450 AMP)	EMP P450 (450 AMP)	-
ENGINE OIL EXTRACTOR PORT	NOT INCLUDED	REQUIRED	44.00
TRANSMISSION	ALLISON B400R	ALLISON B400R	-
ALLISON FUEL SENSE SOFTWARE (CNG)	2.0 PLUS	2.0 PLUS	-
TRANSMISSION OIL EXTRACTOR PORT	NOT INCLUDED	REQUIRED	44.00
BRAKES	DRUM, W/S-CAM	DISC	4,315.00
AXLE HUB SEALS	C/R OIL SEALS	C/R GREASE SEALS	-
WHEEL MOUNTING	HUB PILOTED	HUB PILOTED	-
HUBODOMETER	STEMCO 610	ENGLER	-
HUBODOMETER GUARD	NOT INCLUDED	NOT REQUIRED	-
AUTO TRACTION CONTROL (ATC)	NOT INCLUDED	NOT REQUIRED	-
WHEELS	(7) STEEL WHEELS	(8) ALCOA FULL POLISH W/O DURABRIGHT	2,694.00
GILLIG SUPPLIED TIRES (35' & 40')	(7) GOOD YEAR B305/85R22.5 METRO MILER	(8) FIRESTONE 12R22.5	2,078.00
ELECTRIC STEERING ASSIST	NOT INCLUDED	NOT REQUIRED	-
FUEL GAUGE	NOT INCLUDED	REQUIRED	189.00
FUEL FILL (DIESEL)	STD GRAVITY FILL	STD GRAVITY FILL	-
OIL PRESSURE & COOLANT TEMPERATURE GAUGES LOCATED IN ENGINE COMPARTMENT	ELECTRICAL	ELECTRICAL	-
REAR HAND THROTTLE	NOT INCLUDED	NOT REQUIRED	-
AIR DRYER	SKF HCT-2000, HEATED	SKF HCT-2000, HEATED	-
AUTO AIR DRAIN VALVE AT PING TANK	KINGSTON	KINGSTON	-
ELECTRICAL TOW CONNECTION	NOT INCLUDED	COLE HERSEY	192.00
ENGINE SKID PROTECTION	NOT INCLUDED	REQUIRED W/ EXTENDED TOW EYES	377.00
A-POST SKID PLATES	NOT INCLUDED	NOT REQUIRED	-
BATTERIES	(2) DEKA 8D	(2) DEKA 8D W/ FLAG POSTS	-
FRONT JUMP START CONNECTOR	NOT INCLUDED	NOT REQUIRED	-
REAR JUMP START CONNECTOR	NOT INCLUDED	ANDERSON 350	178.00
WHEELCHAIR RAMP	LIFT-U, LU-18 (6:1)	LIFT-U, LU-18 (6:1)	-
HVAC MOTORS (THERMO KING T14)	EBM BRUSHLESS	FIELD WOUND MOTORS	(1,000.00)
HVAC COMPRESSOR (THERMO KING)	X430	X426	-

PRICE VARIANCE
8/30/2019
WESTCAT OFF CalACT CONSORTIUM CONTRACT
(5) 35' DUAL DOOR DIESEL LOW FLOOR BUS, SN: TBD

REFRIGERANT	R407C	R134	-
REFRIGERANT PRESSURE DISPLAY	NOT INCLUDED	NOT REQUIRED	-
FRESH AIR MAKE-UP	NOT INCLUDED	NOT REQUIRED	-
DRIVERS HEATER MOTORS	MCC BRUSH TYPE	MCC BRUSHLESS	455.00
AUXILIARY COOLANT HEATER	NOT INCLUDED	NOT REQUIRED	-
FRONT DOOR STEP HEATER	NOT INCLUDED	NOT REQUIRED	-
REAR DOOR STEP HEATER	NOT INCLUDED	NOT REQUIRED	-
STREETSIDE UNDERSEAT HEATER	NOT INCLUDED	NOT REQUIRED	-
DASH MOUNTED DRIVERS FAN	NOT INCLUDED	(1) REQUIRED	89.00
FRONT & REAR DOOR OPERATION	AIR POWERED	AIR POWERED	-
FRONT DOOR (VAPOR)	40" SLIDE-GLIDE	40" SLIDE-GLIDE	-
REAR DOOR (VAPOR)	34" SWING OPEN	34" SWING OPEN	-
REAR DOOR CONTROLS	FULL DRIVER CONTROL	FULL DRIVER CONTROL	-
EXTERIOR FRONT DOOR VALVE	NOT INCLUDED	NOT REQUIRED	-
SENSITIVE EDGE	NOT INCLUDED	NOT REQUIRED	-
ELECTRICAL EQUIPMENT CABINET	44" TALL, W/2 COOLING FANS	44" TALL, W/2 COOLING FANS	-
INTERIOR AD FRAMES	NOT INCLUDED	NOT REQUIRED	-
EXTERIOR AD FRAMES	NOT INCLUDED	NOT REQUIRED	-
PASSENGER INFO STATION	NOT INCLUDED	REQUIRED	396.00
SCHEDULE RACKS	NOT INCLUDED	NOT REQUIRED	-
PASSENGER SEATS	U.S.S. CITISEATS	AMSECO INSIGHT W/ VR50 W/ ROTATING STANCHONS W/ TALL BARRIERS	4,353.00
RAISED REAR SEAT PLATFORM	NOT INCLUDED	REQUIRED	3,161.00
DRIVERS SEAT	RECARO ERGO METRO, W/LAP BELT	RECARO ERGO METRO, W/ 3PT ORANGE BELT	250.00
DRIVERS SEAT CUSHION ALARM	NOT INCLUDED	NOT REQUIRED	-
PASSENGER SIGNALS	PULL CORDS	TOUCH TAPE	1,516.00
REAR DOOR STOP REQUEST SWITCH	NOT INCLUDED	NOT REQUIRED	-
STANCHIONS	SSTL	SSTL	-
NYLON GRAB STRAPS	NOT INCLUDED	NOT REQUIRED	-
PASSENGER WINDOWS	RICON FULL-FIXED, W/STANDARD FRAME	RICON W/ TRANSOM, W/STANDARD FRAME	2,678.00
WINDOW GLAZING GUARDS	NOT INCLUDED	3M GRAFFITTI FILM	2,602.00
HEADLAMPS	(4) PETERSON LED	(4) PETERSON LED	-
FRONT WHEEL TURN INDICATORS	NOT INCLUDED	REQUIRED	115.00
INTERIOR LIGHTS	I/O CONTROLS (LED)	I/O CONTROLS SAPPHIRE (LED)	750.00
PLEASURE RADIO & ANTENNA	NOT INCLUDED	NOT REQUIRED	-
2-WAY RADIO	NOT INCLUDED	PRE-WIRE	100.00
2-WAY RADIO ANTENNA	NOT INCLUDED	PRE-WIRE	125.00
PUBLIC ADDRESS	STD REI	VIA ITS	-
DRIVERS SPEAKER	NOT INCLUDED	NOT REQUIRED	-
DESTINATION SIGNS (FRT & CURBSIDE)	HANOVER, AMBER LED	HANOVER, AMBER LED	-
DESTINATION SIGN (STREETSIDE)	NOT INCLUDED	NOT REQUIRED	-

PRICE VARIANCE
8/30/2019
WESTCAT OFF CalACT CONSORTIUM CONTRACT
(5) 35' DUAL DOOR DIESEL LOW FLOOR BUS, SN: TBD

REAR RUN SIGN	NOT INCLUDED	REQUIRED	795.00
DASH MOUNTED FRONT RUN SIGN	NOT INCLUDED	NOT REQUIRED	-
HEATED FRONT DESTINATION SIGN GLAZING	NOT INCLUDED	NOT REQUIRED	-
FAREBOX	NOT INCLUDED	GFI FAST FARE	19,550.00
FAREBOX PREWIRE STANCHION & LIGHT	NOT INCLUDED	REQUIRED	250.00
TRANSFER CUTTER	NOT INCLUDED	NOT REQUIRED	-
MECHANICAL PASSENGER COUNTER	NOT INCLUDED	NOT REQUIRED	-
CS WHEELWELL STORAGE BOX	NOT INCLUDED	REQUIRED	470.00
FLOORING MATERIAL	ALTRO	ALTRO	-
ROOF HATCH	(1) MANUAL OPEN/CLOSE	(1) MANUAL OPEN/CLOSE	-
EXTERIOR MIRRORS	SAFE FLEET, 8X15, 2-PC, ALL HEATED W/REMOTE	SAFE FLEET, 8X18, CLASS A, W/REMOTE	394.00
FIRE SUPPRESSION SYSTEM	FOGMAKER	AMEREX V-25	(250.00)
VIDEO SURVEILLANCE SYSTEM	NOT INCLUDED	APOLLO 12 CAMERA SYSTEM	13,961.00
PASSENGER INFO VIDEO MONITOR	NOT INCLUDED	NOT REQUIRED	-
SPORTWORKS BIKE RACK	NOT INCLUDED	MOUNTING BRACKETS ONLY	131.00
FIRE EXTINGUISHER	5 LB, ABC RATED	5 LB, ABC RATED	-
SAFETY TRIANGLE KIT	INCLUDED	REQUIRED	-
MEDICAL AID KIT	NOT INCLUDED	24 UNIT	74.00
BLOODBORN PATHOGEN KIT	NOT INCLUDED	NOT REQUIRED	-
ADJUSTABLE PEDALS	NOT INCLUDED	NOT REQUIRED	-
ITS SYSTEM	NOT INCLUDED	HANOVER HAWK ITS	19,557.00
DRIVERS CUP HOLDER	NOT INCLUDED	NOT REQUIRED	-
WASTE BASKET & HOLDER	NOT INCLUDED	NOT REQUIRED	-
EXTERIOR PAINT	1-COLOR	5-COLOR	8,600.00
CLEAR COAT	NOT INCLUDED	NOT REQUIRED	-
EXTERIOR GRAPHICS	NOT INCLUDED	PER WESTCAT SPECS	2,050.00
ROOF NUMBERS	NOT INCLUDED	NOT REQUIRED	-
WARRANTY (BASIC BUS)	12 MONTHS / 50,000 MILES	12 MONTHS / 50,000 MILES	-
WARRANTY (BODY STRUCTURE)	36 MONTHS / 150,000 MILES	36 MONTHS / 150,000 MILES	-
WARRANTY (STRUCTURAL INTEGRITY DUE TO CORROSION)	144 MONTHS / 500,000 MILES	144 MONTHS / 500,000 MILES	-
WARRANTY (DIESEL ENGINE)	24 MONTHS / UNL MILES	24 MONTHS / UNL MILES	-
WARRANTY (EMISSION SYSTEM)	60 MONTHS / 100,000 MILES	60 MONTHS / 100,000 MILES	-
WARRANTY (ALTERNATOR)	24 MONTHS / UNL MILES	24 MONTHS / UNL MILES	-
WARRANTY (AIR COMPRESSOR)	24 MONTHS / UNL MILES	24 MONTHS / UNL MILES	-
WARRANTY (STARTER)	36 MONTHS / 350,000 MILES	36 MONTHS / 350,000 MILES	-
WARRANTY (RADIATOR/CAC ASSEMBLY)	36 MONTHS / UNL MILES	36 MONTHS / UNL MILES	-
WARRANTY (TRANSMISSION)	24 MONTHS / UNL MILES	24 MONTHS / UNL MILES	-
WARRANTY (AXLES)	60 MONTHS / 300,000 MILES	60 MONTHS / 300,000 MILES	-
WARRANTY (BRAKES)	24 MONTHS / 100,000 MILES	24 MONTHS / 100,000 MILES	-
WARRANTY (WHEELCHAIR RAMP)	24 MONTHS / UNL MILES	24 MONTHS / UNL MILES	-
WARRANTY (HVAC UNIT)	24 MONTHS / UNL MILES	24 MONTHS / UNL MILES	-
WARRANTY (HVAC COMPRESSOR)	24MONTHS / UNL MILES	24MONTHS / UNL MILES	-
WARRANTY (DESTINATION SIGNS)	144 MONTHS / UNL MILES	144 MONTHS / UNL MILES	-
WARRANTY (SUBFLOOR)	144 MONTHS / 500,000 MILES	144 MONTHS / 500,000 MILES	-

**PRICE VARIANCE
8/30/2019
WESTCAT OFF CalACT CONSORTIUM CONTRACT
(5) 35' DUAL DOOR DIESEL LOW FLOOR BUS, SN: TBD**

WARRANTY (FIRE SUPPRESSION)	24 MONTHS / UNL MILES	24 MONTHS / UNL MILES	-
TRAINING	NOT INCLUDED	NOT REQUIRED	-
TOTAL WESTCAT VARIANCES			108,220.00
CALACT CONSORTIUM 35' DIESEL LOW FLOOR BASE UNIT PRICE			400,995.00
WESTCAT 35' DIESEL LOW FLOOR BASE UNIT PRICE			509,215.00
DELIVERY COST			382.00
CURRENT WESTCAT 35' DIESEL LOW FLOOR UNIT PRICE (NON-TAXED)			509,597.00
<u>NON-TAXABLE ITEMS CALCULATIONS</u>			
CALACT BASE NON-TAXABLE ADA EQUIPMENT			29,407.00
DELIVERY COST			382.00
WESTCAT NON-TAXABLE ITEMS			29,789.00
<u>CURRENT BUS PRICE CALCULATIONS</u>			
CURRENT WESTCAT 35' DIESEL LOW FLOOR UNIT PRICE (NON-TAXED)			509,597.00
WESTCAT NON-TAXABLE ITEMS			(29,789.00)
CURRENT WESTCAT 35' DIESEL LOW FLOOR TAXABLE LOW FLOOR UNIT PRICE			479,808.00
CALIFORNIA SALES TAX (9.25%)			44,382.00
WESTCAT NON-TAXABLE ITEMS			29,789.00
SPARES & TOOLING (BUDGETARY)			20,000.00
WESTCAT 35' DIESEL LOW FLOOR CURRENT PRICE W/ CALIFORNIA SALES TAX (8-30-19)			573,979.00

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