

NOTICE OF MEETING

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

DATE: Nov 9, 2023 (Thursday)
TIME: 6:30 PM
PLACE: Pinole City Chambers,
2131 Pear Street, Pinole CA

**Attend in Person in Pinole Council Chambers or via
Zoom ID: 862 0063 0753
<https://us02web.zoom.us/j/86200630753>
Zoom Phone Number: 1-669-900-6833
Meeting Number - 862 0063 0753**

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 before 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.

AGENDA

- 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 the 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. The time limit is 3 minutes and is subject to modification by the Chair.

1.0 CONSENT CALENDAR

If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar: **Recommend Approval of all Items on the Consent Agenda as follows:**

- 1.1 Approval of Minutes of Regular Board Meeting of Sept 14, 2023. **[Action Requested: Approval of Minutes] ***
- 1.2 Approval Expenditures for September and October 2023 **[Action Requested: Approval of Expenditures] ***
- 1.3 Receive Contractors Monthly Management Reports for June and July 2023. **[Action Requested: Receive and File] ***

- 1.4 WestCAT Marketing Update **[Action Requested: Information Only]** *
- 1.5 Approval of WCCTA FY 2024 Administration and Operations Holiday Schedule **[Action Requested: Approval of Administration and Operations Holiday Schedule]** *

2.0 ITEMS FOR BOARD ACTION / DISCUSSION

- 2.1 Presentation on CA Hate - A guide to CA vs Hate and how to participate in your communities **[Action Requested – Information Only, Direction to Staff]**
- 2.2 Update on Changes to Paid Public Parking at BART-owned Hercules Transit Center **[Action Requested: Information Only]** *
- 2.3 Formal Approval of Amendment 1 to Agreement for Provision of Public Transit Service between WCCTA and MV Transportation, Inc. **[Action Requested: Formal Approval of Amendment 1 to Agreement for Provision of Public Transit Services Between WCCTA and MV Transportation, and Approval for the General Manager to Sign the Amendment Upon Ratification by the Teamsters Union Members].** *
- 2.4 Presentation and Discussion of WCCTA Budget Reserves. **[Action Requested: Discussion and Direction to Staff]** *

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 / ITEMS FOR FUTURE BOARD MEETINGS

6.0 ADJOURNMENT

* Enclosures

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). This information will also be uploaded and posted to the website before the meeting and made available at this link [WestCAT Board of Directors](#). 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 Thursday, Dec 14, 2023

WCCTA Board meetings are prerecorded and posted for public viewing on the Authority's website at this link: [WestCAT Board of Directors](#).



Western Contra Costa
Transit Authority

Agenda Item 1.1

WESTERN CONTRA COSTA TRANSIT AUTHORITY

BOARD OF DIRECTORS

REGULAR MEETING MINUTES

Sept 14, 2023

Regular Meeting

6:30 P.M. Pinole City Council Chambers

The Board of Directors Meeting was held in person.

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

Chair Toms called the meeting to order at 6:30 PM and led the Pledge of Allegiance.

DIRECTORS PRESENT

Chair Maureen Toms, Vice-Chair Tom Hansen, Dion Bailey, Cameron Sasai, Chris Kelley

STAFF PRESENT

Rob Thompson, General Manager, Rob Petty, General Services Manager, Yvonne Morrow, Chief Finance Officer, Mike Furnary, Grants Manager, Mica McFadden, Executive Assistant/ Clerk to the Board, Debora Harris, Finance Manager

GUESTS PRESENT

Treslyian Edwards, MV Transit General Manager.

B. APPROVAL OF AGENDA

Following an inquiry to the Board, the Board reported no conflicts with any items on the agenda.

MOTION: A motion was made by Alternate Director Kelley, seconded by Vice-Chair Hansen to Approve the Agenda. The motion was carried by the following vote:

Ayes: 5- (Toms, Bailey, Kelley, Hansen, Sasai)

C. PUBLIC COMMUNICATIONS

NONE.

1) CONSENT CALENDAR

Following an inquiry to the Board, the Board reported no conflicts with any of the items on the Consent Calendar.

MOTION: A motion was made by Vice-Chair Hansen, seconded by Director Kelley to Approve the Consent Calendar. The motion was carried by the following vote:

Ayes: 5– (Toms, Bailey, Kelley, Hansen, Sasai)

2) ITEMS FOR BOARD ACTION / DISCUSSION

2.1 Authorization for General Manager to Enter into a Purchase Contract with Gillig LLC for the Purchase of (6) 35ft Heavy Duty (Replacement) Transit Vehicles Using Pricing and Procurement Authority from the State of Washington Cooperative Purchasing Agreement. Action Requested: Approve Authorization for the General Manager to Enter into a contract with Gillig LLC.

Chair Toms introduced the item, and GM Thompson gave a report, outlining the need to purchase these replacement vehicles that are beyond their useful life.

GM Thompson informed the Board of the process to purchase the vehicles and outlined the funding available for the procurement.

Directors asked for clarification on when payment would be required and of the details of the local match which GM Thompson responded.

MOTION: A motion was made by Director Sasai, seconded by Director Bailey to Authorize the General Manager to Enter into a Contract with Gillig LLC. The motion was carried by the following vote:

Ayes: 5– (Toms, Bailey, Kelley, Hansen, Sasai)

2.2 Update regarding WCCTA Funding and MV Transportation Union Negotiations. Action Requested: Information Only

Chair Toms introduced the item. GM Thompson gave a staff report on the current position of the MV Transportation Amendment to the contract, Union labor negotiations, and upcoming meetings with BART and the Metropolitan Transportation Commission on BART Feeder Bus funds and transit finances in general.

Director Bailey asked a clarifying question relating to the negotiations which GM Thompson replied to

3) COMMITTEE REPORTS

3.1 General Manager's Report. No Action: Information Only.

GM Thompson reported on the upcoming update to our schedule to align with the recent BART schedule update.

3.2 WCCTAC Representative Report. No Action: Information Only.

NONE.

4) **CORRESPONDENCE**

NONE.

5) **BOARD COMMUNICATION / ITEMS FOR FUTURE BOARD MEETINGS**

Alternate Director Kelley provided an update on CCTA projects and new employees.

Chair Toms spoke of the upcoming National Night Out in Pinole on October 3rd.

6) **ADJOURNMENT**

Chair Toms adjourned the meeting at 6:56 p.m. The next meeting is scheduled for October 12, 2023.

_____	_____
Chair Maureen Toms	Date
_____	_____
Robert Thompson, Secretary	Date

AGENDA ITEM 1.2

WCCTA - WestCAT
Purchase Journal

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
8/15/23	51200-10 Rentals & Leases, Operations 20100 Accounts Payable	ARO0002174	Jul - Sept TC Bus Bay rental AC Transit	26,516.17	 26,516.17
9/1/23	50499-60 Other Mat & Supplies, Admin 50499-41 Other Mat & Supplies,Veh Ma 50499-42 Other Mat&Suppl, Non-Veh 50499-43 OtherMat&Sup-Non-Veh, Co 50908-10 Marketing & Advertising, Ope 50300-10 Outside Services, Operations 50300-41 Outside Service, Vehicle Main 11103 Office Equipment & Furniture 11103 Office Equipment & Furniture 50499-60 Other Mat & Supplies, Admin 50903-60 Fees, Admin 20100 Accounts Payable	1W4R-CGM7-666F	Office supplies Vehicle parts Facilities & maintenance supplies IT/computer parts & supplies Marketing (Driver's incentive) Operations (Driver's books) Vehicle tools Driver's Brkrm Furn: 1 Kitchen Rack,2 Faux leather chairs, 2 End table w/ chrging station, 1 High Bar Tbl,1 Sqr brkrm tbl, 4 chairs, 4 metal bar stls(TDA). Driver's Brkrm Equip: 1 Toaster oven, 1 Smart TV, 1 Floating TV stand - (TDA) Return items (office supplies)	59.98 699.30 3,680.96 4,778.93 117.50 352.65 192.59 1,632.87 1,517.69	 32.00
8/13/23	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	000020389282	Jul & Aug phone service Jul & Aug phone service AT&T	108.28 54.14	 162.42
8/25/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	C63373	Vehicle parts Buchanan Auto Electric Inc.	2,060.81	 2,060.81
8/4/23	50999-60 Miscellaneous Exp, Admin 50499-41 Other Mat & Supplies,Veh Ma 50499-41 Other Mat & Supplies,Veh Ma 50499-41 Other Mat & Supplies,Veh Ma 50902-60 Travel Expense, Admin 50902-60 Travel Expense, Admin 50902-60	Stmt 07/05 - 8/4/23	Amazon (Prime video channel) Harbor Freight Tools Hobby Lobby (maintenance supplies) Walmart.com (USB Cable - IT supplies) Chevron (Gas-CALACT Conf) Smart Shop (Food- CALACT Conf) River Edge Restaurant (Food-CALACT conf) Bear River Pump & Play (Food-CALACT conf) River Edge Restaurant (Food-CALACT conf) Bear River Pump & Play (Food-CALACT conf) Valwalia Hopland Gas (Gas-CALACT conf) Burgers MY Way (Food-CALACT conf) River Edge Restaurant	11.99 59.22 9.95 76.88 23.45 14.21 17.52 9.13 7.90 15.11 20.09 19.23 16.50	

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Travel Expense, Admin 50902-60		(Food-CALACT conf) River Edge Restaurant	9.50	
	Travel Expense, Admin 50902-60		(Food-CALACT conf) River Edge Restaurant	6.00	
	Travel Expense, Admin 50902-60		(Food-CALACT conf) River Edge Restaurant	16.50	
	Travel Expense, Admin 50908-10		(Food-CALACT conf) Twilio (Emergency messaging software for ridership)	152.14	
	Marketing & Advertising, Ope 50902-60		Bear River Hotel & Casino(Hotel CALACT conf)	522.14	
	Travel Expense, Admin 50902-60		CALACT (conf. registration)	740.00	
	Travel Expense, Admin 50410-10		Oliver's Hardware (Fuel for forklift)	37.93	
	Postage, Operations 50499-60		Walmart.com (Office supplies-printer ink)	455.05	
	Other Mat & Supplies, Admin 50300-43		Dropbox (recurring monthly billing for 8 license)	240.00	
	O/S Service, Non-Veh, Compu 50499-41		PartsGiant.com (vehicle parts)	296.77	
	Other Mat & Supplies,Veh Ma 50300-41		Workstep's sleep (Training- Home sleep study for mechanics)	275.00	
	Outside Service, Vehicle Main 50300-43		Microsoft (Office 365 Business premium monthly fee for additional support)	5.00	
	O/S Service, Non-Veh, Compu 50300-43		Zoom (recurring monthly billing)	14.68	
	O/S Service, Non-Veh, Compu 50499-43		Best Buy (Slim Port - IT supplies)	90.44	
	OtherMat&Sup-Non-Veh, Co 50499-43		Walmart (Office supplies-printer ink)	222.31	
	OtherMat&Sup-Non-Veh, Co 50499-41		Future Ford Commercial (vehicle parts)	600.65	
	Other Mat & Supplies,Veh Ma 50499-43		Walmart.com (Office supplies -printer ink)	299.81	
	OtherMat&Sup-Non-Veh, Co 50499-41		PartsGiant.com (vehicle parts)	318.43	
	Other Mat & Supplies,Veh Ma 50499-42		The Home Depot (facilities supplies)	139.04	
	Other Mat&Suppl, Non-Veh 50499-42		The Home depot (facilities supplies)	427.86	
	Other Mat&Suppl, Non-Veh 50499-42		The Home Depot (facilities supplies)	65.98	
	Other Mat&Suppl, Non-Veh 50499-42		The Home Depot (facilities supplies)	19.64	
	Other Mat&Suppl, Non-Veh 50499-42		Armor Locksmith (Keys)	93.68	
	Other Mat&Suppl, Non-Veh 50999-60		Bank of America (Statement credit)		988.70
	Miscellaneous Exp, Admin 50908-10		Upwork (social media marketing)	52.50	
	Marketing & Advertising, Ope 50902-60		Metropolis Parking (parking- Hanson Bridgett)	8.99	
	Travel Expense, Admin 50999-60		1-800-Flowers.com (Karen's husband funeral)	99.11	
	Miscellaneous Exp, Admin 50410-10		Stamps.com (recurring mthly service charge)	19.99	
	Postage, Operations 50410-60		Stamps.com (recurring mthly service charge)	10.00	
	Postage, Admin 50908-10		Upwork (Social Media Marketing)	52.50	
	Marketing & Advertising, Ope 50908-10		Upwork (Social Media Marketing)	52.50	
	Marketing & Advertising, Ope 50908-10		Hercules Chamber of Commerce (National Nite out)	20.00	
	Marketing & Advertising, Ope 50908-10		Upwork (Social Media Marketing)	52.50	
	Marketing & Advertising, Ope 20100		Bank of America Business Card		4,729.12
	Accounts Payable				

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9/4/23	50499-42 Other Mat&Suppl, Non-Veh	Stmt 08/05 - 09/04/2	Rodeo True Value Hardware (facilities supplies)	4.35	
	50499-42 Other Mat&Suppl, Non-Veh		The Home Depot (facilities supplies)	65.69	
	50499-42 Other Mat&Suppl, Non-Veh		The Home Depot (facilities supplies)	21.82	
	50499-42 Other Mat&Suppl, Non-Veh		Lowe's (facilities supplies)	183.74	
	50499-42 Other Mat&Suppl, Non-Veh		Amazon (facilities supplies)	732.96	
	50499-42 Other Mat&Suppl, Non-Veh		Amazon (facilities supplies)	279.86	
	50499-41 Other Mat & Supplies,Veh Ma		O'Reilly auto parts (vehicle parts)	10.08	
	50499-41 Other Mat & Supplies,Veh Ma		O'Reilly Auto Parts (vehicle parts)	10.08	
	50499-41 Other Mat & Supplies,Veh Ma		Walmart.com (Vehilce parts-Bus 34)	1,645.90	
	50300-43 O/S Service, Non-Veh, Compu		Zoom (recurring monthly billing)	14.68	
	50300-43 O/S Service, Non-Veh, Compu		Microsoft (Office 365 Business Premium nthly fee for additional support)	5.00	
	50401-10 Fuel & Lubricants		Contra Costa Transfer Station (Waste disposal)	41.50	
	50499-42 Other Mat&Suppl, Non-Veh		The Home Depot (facilities supplies)	45.58	
	50499-42 Other Mat&Suppl, Non-Veh		The Home Depot (facilities supplies)	14.20	
	50300-43 O/S Service, Non-Veh, Compu		Dropbox (recurring monthly billing for 8 licenses)	240.00	
	50499-42 Other Mat&Suppl, Non-Veh		Walmart.com (facilities supplies)	1,444.40	
	50908-10 Marketing & Advertising, Ope		Twilio (Emergency messaging software for ridership)	150.89	
	50499-41 Other Mat & Supplies,Veh Ma		Harbor Freight Tools (vehicle parts)	21.92	
	50499-42 Other Mat&Suppl, Non-Veh		The Home Depot (facilities supplies)	29.45	
	50908-10 Marketing & Advertising, Ope		Upwork (Social Media Marketing)	52.50	
	50410-10 Postage, Operations		Stamps.com (August stamps)	66.67	
	50410-10 Postage, Operations		Stamps.com (August stamps)	33.33	
	50908-10 Marketing & Advertising, Ope		UPwork (Social media marketing)	52.50	
	50410-10 Postage, Operations		Stamps.com (recurring monthly service charge)	19.99	
	50410-60 Postage, Admin		Stamps.com (recurring monthly service charge)	10.00	
	50300-43 O/S Service, Non-Veh, Compu		DNH*GODADDY.com (Domain renewal)	99.99	
	50908-10 Marketing & Advertising, Ope		Upwork (Social Media marketing)	52.50	
	50908-10 Marketing & Advertising, Ope		UPwork (Social Media marketing)	52.50	
	20100 Accounts Payable		Bank of America Business Card		5,402.08
9/7/23	10204 A/R Accrual - MV Liability In	14-2023-August	Aug ins & admin fee	2,539.01	
	20100 Accounts Payable		CalTIP		2,539.01
8/17/23	50499-42 Other Mat&Suppl, Non-Veh	8246477	Janitorial supplies	1,718.55	
	20100 Accounts Payable		Brady Industries		1,718.55
8/29/23	50499-42	8272021	Janitorial supplies	976.83	

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	Other Mat&Suppl, Non-Veh 20100 Accounts Payable		Brady Industries		976.83
8/28/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	138776	Vehicle parts	1,814.43	
			Chuck's Brake & Wheel		1,814.43
8/5/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	41666684161	September uniform	601.67	
			Cintas Corporation		601.67
8/7/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4163882761	August uniforms	601.67	
			Cintas Corporation		601.67
8/14/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4164523865	August uniform	601.67	
			Cintas Corporation		601.67
8/21/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4165292956	August uniform	601.67	
			Cintas Corporation		601.67
8/28/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4165980092	August uniform	606.67	
			Cintas Corporation		606.67
9/1/23	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	001000856698	Sept fiber network (9/1 - 9/30/23)	1,066.67	
			Sept fiber network (9/1 - 9/30/23)	533.33	
			Comcast Business		1,600.00
9/12/23	50901-60 Dues & Subscriptions, Admin 20100 Accounts Payable	9/12/23	Membership renewal (11/19/23 - 10/31/24)	420.00	
			Costco Membership		420.00
9/6/23	50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable	13292	Sept LTD	868.64	
			Sept Supplemental life ins	209.41	
			BCC		1,078.05
8/29/23	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	52926 8/2023	Water service (6/26 - 8/24/23)	367.05	
			Water service (6/26 - 8/24/23)	183.53	
			East Bay Municipal Utility District		550.58
8/29/23	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	529339 8/2023	Water service (6/26 - 8/24/23)	698.13	
			Water service (6/26 - 8/24/23)	349.06	
			East Bay Municipal Utility District		1,047.19
8/18/23	50300-60 Outside Services, Admin 20100 Accounts Payable	8-228-40211	Shipping cost (Donesha)	37.80	
			Federal Express Corporation		37.80

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8/14/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-894761	Mobil & DEF Flyers Energy, LLC (RCP)	2,651.88	2,651.88
8/21/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-899462	Anti-freeze Flyers Energy, LLC (RCP)	326.79	326.79
8/21/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-899463	DEF Flyers Energy, LLC (RCP)	950.72	950.72
9/5/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-910913	Mobil, DEF & Anti-freeze Flyers Energy, LLC (RCP)	2,971.63	2,971.63
9/11/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-915410	Anti-freeze Flyers Energy, LLC (RCP)	304.89	304.89
9/11/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-915411	DEF & Mobil Flyers Energy, LLC (RCP)	2,200.18	2,200.18
8/16/23	50300-41 Outside Service, Vehicle Main 50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	705016	Vehicle repair Vehicle parts Future Ford of Concord, LLC	1,370.61 262.66	1,633.27
9/7/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	INV0229	August cleaning services GCI JANITORIAL SERVICES	2,301.00	2,301.00
8/18/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	41076682	Vehicle parts (Bus 41) Gillig LLC	649.42	649.42
8/21/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	41077013	Vehicle parts (Bus 4) Gillig LLC	140.27	140.27
8/24/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	5055315	Vehicle parts (Bus 141) Gillig LLC	41.03	41.03
9/14/23	50300-60 Outside Services, Admin 20100 Accounts Payable	1357235	August legal services Hanson Bridgett LPP	12,539.73	12,539.73
9/1/23	50215-42 Fringe Benefits, Non-Veh Mai 50215-43 Fringe Benefits, Non-Veh, Co 50215-60 Fringe Benefits, Admin 20100 Accounts Payable	337162	Sept dental ins Sept dental ins Sept dental ins Health Care Dental	214.21 54.52 619.00	887.73

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8/10/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	353567FOW	Vehicle parts Hilltop Ford	813.47	813.47
9/7/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	354554FOW	Vehicle parts (Bus 30) Hilltop Ford	582.34	582.34
9/8/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	354627FOW	Vehicle parts (Bus 32) Hilltop Ford	66.00	66.00
9/11/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	354628FOW	Vehicle parts Hilltop Ford	552.34	552.34
8/23/23	50402-10 Tires & Tubes 20100 Accounts Payable	160115	Aug new tires J & O's Commercial Tire Center	5,767.40	5,767.40
9/8/23	50402-10 Tires & Tubes 20100 Accounts Payable	160474	September tires J & O's Commercial Tire Center	6,855.79	6,855.79
6/27/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	11598	Backflow testing Jackson & Son Plumbing	250.00	250.00
10/1/23	50215-42 Fringe Benefits, Non-Veh Mai 50215-43 Fringe Benefits, Non-Veh, Co 50215-60 Fringe Benefits, Admin 20100 Accounts Payable	10/2023	Oct medical insurance Oct medical insurance Oct medical insurance Kaiser Foundation Health Plan, Inc.	3,111.81 451.00 9,236.61	12,799.42
9/5/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	101410415	Vehicle parts Kimball Midwest	437.60	437.60
9/6/23	50908-10 Marketing & Advertising, Ope 20100 Accounts Payable	SIN11467667	Logo setup fee Land's End Business Outfitters	31.83	31.83
8/17/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	3828	Replace parking lot photo cell Legacy Electrical Svc & Construction	742.00	742.00
8/26/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	443989	Vehicle parts Lim Automotive Supply Inc.	6,234.40	6,234.40
8/21/23	50300-60 Outside Services, Admin 20100 Accounts Payable	50275	FY22/23 year end Audit Maze & Associates Accountancy Corp.	13,000.00	13,000.00
6/30/23	50903-10	AR032691	Oct-Dec 2022 RTC/Clipper card	1,312.38	

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	Clipper/Shopify/mtot fees, Op 20100 Accounts Payable		production fee Metropolitan Trasportation Commission		1,312.38
6/30/23	50903-10 Clipper/Shopify/mtot fees, Op 20100 Accounts Payable	AR032803	Jan-Mar 2023 RTC/Clipper card production fee Metropolitan Trasportation Commission	1,412.60	1,412.60
6/30/23	50903-10 Clipper/Shopify/mtot fees, Op 20100 Accounts Payable	AR032860	Apr-Jun 2023 RTC/Clipper card production fee Metropolitan Trasportation Commission	1,358.55	1,358.55
8/31/23	50600-10 Insurance, Operations 50800-41 Purchased Transp, Veh Maint 50800-10 Purchased Transportation, Ope 50800-10 Purchased Transportation, Ope 50800-10 Purchased Transportation, Ope 20100 Accounts Payable	8/2023	August liability ins August maintenance August service Less: CR for road supervisors Less: August estimate MV Transportation	19,536.17 90,512.00 672,161.89	14,635.46 741,490.30 26,084.30
9/6/23	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	125212	Estimated September service MV Transportation	697,407.00	697,407.00
8/15/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14103198	Vehicle parts (Bus 203) Pape Kenworth	574.81	574.81
8/17/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14110410	Vehicle parts (Bus 166) Pape Kenworth	9,081.65	9,081.65
8/18/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14111543	Vehicle parts (Bus 404) Pape Kenworth	4,269.98	4,269.98
8/21/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14113232	Vehicle parts (Bus 404) Pape Kenworth	1,382.52	1,382.52
8/21/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14115153	Vehicle parts Pape Kenworth	530.55	530.55
8/21/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14116028	Vehicle parts (Bus 407) Pape Kenworth	875.16	875.16
8/22/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	10000605	DPF cleaning (Bus 401) Pape Kenworth	428.96	428.96
8/22/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14118405	Vehicle parts (Bus 166) Pape Kenworth	547.10	547.10

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
8/23/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	14121546	Vehicle parts (Bus 166) Pape Kenworth	115.57	115.57
8/25/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	14126330	Vehicle parts (Bus 166) Pape Kenworth	49.72	49.72
8/29/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	14133725	Vehicle parts (Bus 166) Pape Kenworth	4,865.88	4,865.88
8/30/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	14136241	Vehicle parts (Bus 411) Pape Kenworth	704.36	704.36
9/5/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	14145799	Vehicle parts (Bus 166) Pape Kenworth	122.61	122.61
9/6/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	14148319	Vehicle parts (Bus 411) Pape Kenworth	1,589.95	1,589.95
9/8/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	14154791	Vehicle parts (Bus 601) Pape Kenworth	789.95	789.95
8/31/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	23-18057	Towing service (Bus 7) Olivers Tow	115.50	115.50
9/6/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	23-18187	Towing service (Bus 2) Olivers Tow	745.05	745.05
8/14/23	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	202307-Westcat	July pilot program Central Contra Costa Transit Authority	1,764.04	1,764.04
10/1/23	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	80878644	September copier Pacific Office Automation/Lease	320.77	320.77
8/30/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	6924817-00	Vehicle service (Bus 168) Pacific Power Group, LLC	1,411.93	1,411.93
9/1/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	63058	September landscaping Pacific Site Management	591.34	591.34
8/31/23	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100	INV-20460-82023	August phone service August phone service STREAMS	750.44 375.22	1,125.66

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	Accounts Payable				
8/17/23	50500-10 Utilities, Operations	8/2023	Aug gas & electric	4,077.17	
	50500-60 Utilities, Admin		Aug gas & electric	2,038.58	
	20100 Accounts Payable		PG & E		6,115.75
9/8/23	50500-10 Utilities, Operations	8/2023	Aug gas & electric	10.91	
	50500-60 Utilities, Admin		Aug gas & electric	5.45	
	20100 Accounts Payable		Pacific Gas & Electric		16.36
8/16/23	50499-41 Other Mat & Supplies,Veh Ma	902206564	Vehicle parts	101.12	
	20100 Accounts Payable		Prevost Car (US) Inc.		101.12
8/16/23	50499-41 Other Mat & Supplies,Veh Ma	902206565	Vehicle parts (Bus 205)	514.30	
	20100 Accounts Payable		Prevost Car (US) Inc.		514.30
8/17/23	50499-41 Other Mat & Supplies,Veh Ma	902208262	Vehicle parts (Bus 205)	4.97	
	20100 Accounts Payable		Prevost Car (US) Inc.		4.97
8/28/23	50499-41 Other Mat & Supplies,Veh Ma	902216607	Vehicle parts (Bus 206)	5.73	
	20100 Accounts Payable		Prevost Car (US) Inc.		5.73
8/28/23	50499-41 Other Mat & Supplies,Veh Ma	902216608	Vehicle parts (Bus 206)	261.18	
	20100 Accounts Payable		Prevost Car (US) Inc.		261.18
8/29/23	50499-41 Other Mat & Supplies,Veh Ma	902218320	Vehicle parts (Bus 206)	17.69	
	20100 Accounts Payable		Prevost Car (US) Inc.		17.69
8/31/23	50500-10 Utilities, Operations	0851-154920583	Aug garbage	588.48	
	50500-60 Utilities, Admin		Aug garbage	294.24	
	20100 Accounts Payable		Republic Services #851		882.72
8/25/23	50499-60 Other Mat & Supplies, Admin	1650895815	Office supplies	99.58	
	20100 Accounts Payable		Staples		99.58
8/21/23	50300-10 Outside Services, Operations	8/2023	August DAR, Phones & Tablets	2,410.42	
	20100 Accounts Payable		T-MOBILE		2,410.42
8/17/23	50499-41 Other Mat & Supplies,Veh Ma	83123123	Vehicle parts (Bus 601)	24.49	
	20100 Accounts Payable		The Aftermarket Parts Company, LLC		24.49
8/25/23	50499-41 Other Mat & Supplies,Veh Ma	83130816	Vehicle parts (Bus 203)	23.80	
	20100		The Aftermarket Parts Company,		23.80

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable		LLC		
9/7/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	83141216	Vehicle parts (Bus 603) The Aftermarket Parts Company, LLC	127.60	127.60
9/19/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	83120321	Vehicle parts (Bus 203) The Aftermarket Parts Company, LLC	199.17	199.17
9/22/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	83127069	Vehicle parts (Bus 601) The Aftermarket Parts Company, LLC	3,130.99	3,130.99
8/30/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	51366	Shop/frame installation Wadsworth Glass INC	274.11	274.11
8/22/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	842073	Diesel Western States Oil CO.	37,264.34	37,264.34
8/30/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	842339	Diesel Western States Oil CO.	38,606.20	38,606.20
9/9/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	842654	Diesel Western States Oil CO.	41,669.19	41,669.19
8/14/23	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	50105280	August pest control August pest control Western Exterminator Co.	120.87 60.43	181.30
8/18/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-00959605	Waste pickup (used oil) Asbury Environmental Services	5.00	5.00
8/25/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-00962080	Waste pickup (used oil) Asbury Environmental Services	50.00	50.00
8/28/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-00962846	Waste & drum pick-up Asbury Environmental Services	379.02	379.02
9/5/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-00965530	Waste pickup (used oil) Asbury Environmental Services	329.02	329.02
9/11/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-00968134	Waste pickup (metal oil & gasoline) Asbury Environmental Services	189.02	189.02
				1,792,986.76	1,792,986.76

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
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AGENDA ITEM 1.2 cont.

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/1/23	50908-10 Marketing & Advertising, Ope	1LR-1K93-P7FN	Marketing (Driver's incentives)	199.99	
	50499-41		Maintenance/Vehicle materials & supplies,	937.01	
	50499-42 Other Mat & Supplies,Veh Ma		Facilities supplies	423.78	
	50499-43 Other Mat&Suppl, Non-Veh		IT supplies	557.51	
	50499-60 OtherMat&Sup-Non-Veh, Co		Office suppls (item returned)		7.99
	11102 Other Mat & Supplies, Admin		Shop maintenance equipment & tools - (TDA)	895.47	
	11103 Maintenance Equipment		Office equipment - (TDA)	691.89	
	11105 Office Equipment & Furniture		Building facility equipment - (TDA)	2,168.31	
	11107 Oper, Maint & Admin Facility		Computer/Tech Equipment & supplies - (TDA)	230.15	
	50903-60 Communication/Information S		Promotion & discounts		25.20
	50903-60 Fees, Admin		Shipping, handling & taxes	635.90	
	20100 Fees, Admin		Amazon Capital Services, Inc.		6,706.82
	20100 Accounts Payable				
9/13/23	50501-10 Telephone, Operations	000020532950	Aug & Sept phone service	105.58	
	50501-60 Telephone, Admin		Aug & Sept phone service	52.79	
	20100 Accounts Payable		AT&T		158.37
10/3/23	50300-10 Outside Services, Operations	2721324	Monitoring fee - Fire (11/1/23 - 1/31/24)	432.76	
	50300-60 Outside Services, Admin		Monitoring fee - Fire (11/1/23 - 1/31/24)	216.38	
	20100 Accounts Payable		Bay Air Services		649.14
9/10/23	50499-41 Other Mat & Supplies,Veh Ma	C63556	Vehicle parts (Bus 203)	4,890.23	
	20100 Accounts Payable		Buchanan Auto Electric Inc.		4,890.23
9/14/23	50499-41 Other Mat & Supplies,Veh Ma	C63442	Vehicle parts (Bus 204)	934.85	
	20100 Accounts Payable		Buchanan Auto Electric Inc.		934.85
9/18/23	50499-41 Other Mat & Supplies,Veh Ma	C63462	Vehicle parts	1,630.08	
	20100 Accounts Payable		Buchanan Auto Electric Inc.		1,630.08
10/3/23	50499-41 Other Mat & Supplies,Veh Ma	C63531	Vehicle parts	925.57	
	20100 Accounts Payable		Buchanan Auto Electric Inc.		925.57
10/10/23	10204 A/R Accrual - MV Liability In	14-2023-September	Sept ins & admin fee	903.76	
	20100 Accounts Payable		CalTIP		903.76
9/19/23	50499-42 Other Mat&Suppl, Non-Veh	8318820	Janitorial supplies	494.79	
	20100 Accounts Payable		Brady Industries		494.79
9/21/23	50499-42 Other Mat&Suppl, Non-Veh	8325780	Janitorial supplies	384.12	

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	20100 Accounts Payable		Brady Industries		384.12
9/28/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	138919	Vehicle parts	5,649.85	
			Chuck's Brake & Wheel		5,649.85
9/26/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	1574	Maintenance supplies (degreaser & hand cleaner) for mechanics	2,221.10	
			Cinchem LLC		2,221.10
9/11/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4167389219	September uniform	618.40	
			Cintas Corporation		618.40
9/25/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4168749782	September uniform	618.40	
			Cintas Corporation		618.40
10/2/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4169459684	October uniform	717.33	
			Cintas Corporation		717.33
10/2/23	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	00100890707	Oct fiber network (10/1 - 10/31/23)	1,066.67	
			Oct fiber network (10/1 - 10/31/23)	533.33	
			Comcast Business		1,600.00
9/8/23	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	23 295775	FY23/24 sewer usage	4,490.69	
			FY23/24 sewer usage	2,245.35	
			Contra Costa County Tax Collector		6,736.04
9/8/23	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	23 295783	FY23/24 Fed storm water permit	25.05	
			FY23/24 Fed storm water permit	12.53	
			Contra Costa County Tax Collector		37.58
9/28/23	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	OS-WC_2023-07	Balance due on July pilot program	541.85	
			Central Contra Costa Transit Authority		541.85
9/28/23	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	OS-WC_2023-08	August pilot program	2,846.57	
			Central Contra Costa Transit Authority		2,846.57
10/1/23	50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable	13443	Oct LTD	868.64	
			Oct Supplemental life ins	209.41	
			BCC		1,078.05
10/17/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	20233082	Aug - Oct inspection	330.00	
			ECO-CHEK Compliance, Inc.		330.00

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
9/19/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-922183	Mobil Flyers Energy, LLC (RCP)	2,133.94	2,133.94
10/2/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-932625	Mobil Flyers Energy, LLC (RCP)	2,069.63	2,069.63
10/9/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-937633	Anti-freeze Flyers Energy, LLC (RCP)	289.24	289.24
10/9/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-937634	Mobil Flyers Energy, LLC (RCP)	2,401.17	2,401.17
10/26/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-927864	Anti-freeze Flyers Energy, LLC (RCP)	289.24	289.24
9/20/23	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	0000027443	Bus wash scope - Task Order 5 - (TDA) Gannett Fleming, Inc.	1,162.69	1,162.69
9/29/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	INV0240	Sept cleaning services GCI JANITORIAL SERVICES	2,301.00	2,301.00
9/18/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	41087120	Vehicle parts (Bus 162) Gillig LLC	0.23	0.23
10/9/23	50300-60 Outside Services, Admin 20100 Accounts Payable	1359245	September legal services Hanson Bridgett LPP	5,774.80	5,774.80
10/9/23	50300-60 Outside Services, Admin 20100 Accounts Payable	1359249	September legal services Hanson Bridgett LPP	315.00	315.00
10/1/23	50215-42 Fringe Benefits, Non-Veh Mai 50215-43 Fringe Benefits, Non-Veh, Co 50215-60 Fringe Benefits, Admin 20100 Accounts Payable	338741	Oct dental ins Oct dental ins Oct dental ins Health Care Dental	214.21 54.52 619.00	887.73
9/22/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	354028FOW	Vehicle parts Hilltop Ford	4,114.53	4,114.53
9/26/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	355212 FOW	Vehicle parts Hilltop Ford	535.84	535.84
10/3/23	50499-41 Other Mat & Supplies,Veh Ma	355212-1 FOW	Vehicle parts	97.92	

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	20100 Accounts Payable		Hilltop Ford		97.92
9/13/23	11105 Oper, Maint & Admin Facility	Stmt Date 09/13/23	Facilities supplies (Equipment to repair door to training room) - (TDA)	383.74	
	50499-42 Other Mat&Suppl, Non-Veh		Facilities supplies (Concrete cleaner & degreaser, lean strip acid, stainless steel mud pan & joint knives).	155.65	
	20100 Accounts Payable		Home Depot Credit Services		539.39
10/13/23	50499-42 Other Mat&Suppl, Non-Veh	Stmt Date 10/13/23	Facilities & maintenance supplies	918.43	
	11105 Oper, Maint & Admin Facility		Facilities supplies - (TDA)	1,112.98	
	11105 Oper, Maint & Admin Facility		Facilities supplies (Temporary fencing) - (TDA)	243.42	
	11105 Oper, Maint & Admin Facility		Facilities supplies (Parking lot striping)- (TDA)	160.60	
	11105 Oper, Maint & Admin Facility		Facilities supplies - (TDA)	266.77	
	11105 Oper, Maint & Admin Facility		Facilities supplies (power inverter & padlock) - TDA	194.48	
	11105 Oper, Maint & Admin Facility		Facilities supplies (Parts to repair sprinkler system & shelving for maintenance) - TDA	471.15	
	20100 Accounts Payable		Home Depot Credit Services		3,367.83
9/20/23	50402-10 Tires & Tubes	160719	Sept new tires	2,918.40	
	20100 Accounts Payable		J & O's Commercial Tire Center		2,918.40
10/4/23	50402-10 Tires & Tubes	161138	October new tires	1,886.90	
	20100 Accounts Payable		J & O's Commercial Tire Center		1,886.90
10/11/23	50402-10 Tires & Tubes	161262	October new tires	3,308.66	
	20100 Accounts Payable		J & O's Commercial Tire Center		3,308.66
11/1/23	50215-42 Fringe Benefits, Non-Veh Mai	11/2023	Nov medical insurance	3,111.81	
	50215-43 Fringe Benefits, Non-Veh, Co		Nov medical insurance	451.00	
	50215-60 Fringe Benefits, Admin		Nov medical insurance	9,236.61	
	20100 Accounts Payable		Kaiser Foundation Health Plan, Inc.		12,799.42
10/2/23	50499-41 Other Mat & Supplies,Veh Ma	101498183	Vehicle parts	419.48	
	20100 Accounts Payable		Kimball Midwest		419.48
9/28/23	50300-42 Outside Service, Non-Veh Mai	11809	Drain line maintenance cleaning	575.00	
	20100 Accounts Payable		Kurt's Plumbing & Heating		575.00
7/27/23	50908-10 Marketing & Advertising, Ope	SIN11393079	Business Polo Shirt & Logo application fee.	284.27	
	20100 Accounts Payable		Land's End Business Outfitters		284.27
9/18/23	50908-10	SIN11484496	Logo setup fee, Jacket & cardigan	128.59	

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	Marketing & Advertising, Ope 20100 Accounts Payable		Land's End Business Outfitters		128.59
10/9/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	3940	Service to building	1,232.00	
			Legacy Electrical Svc & Construction		1,232.00
9/30/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	446203	Vehicle parts	5,463.47	
			Lim Automotive Supply Inc.		5,463.47
9/15/23	50300-60 Outside Services, Admin 20100 Accounts Payable	50333	FY22/23 Year End Audit	1,625.00	
			Maze & Associates Accountancy Corp.		1,625.00
9/30/23	50600-10 Insurance, Operations 50800-41 Purchased Transp, Veh Maint 50800-10 Purchased Transportation, Ope 50800-10 Purchased Transportation, Ope 50800-10 Purchased Transportation, Ope 20100 Accounts Payable	9/2023	September liability insurance	16,977.62	
			September maintenance	90,512.00	
			September service	626,546.60	
			Less: Credit Road Supervisors		12,843.30
			Less: September estimate		697,407.00
			MV Transportation		23,785.92
10/4/23	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	125597	Estimated October service	730,095.40	
			MV Transportation		730,095.40
10/2/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4648681-39	Maintenance supplies	277.53	
			New Pig Corp.		277.53
9/13/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14163487	Vehicle parts (Bus# 161)	1,844.81	
			Pape Kenworth		1,844.81
9/13/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14163498	Vehicle parts (Bus# 166)	336.20	
			Pape Kenworth		336.20
9/14/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14167032	Vehicle parts (Bus# 161)	6,652.20	
			Pape Kenworth		6,652.20
9/18/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	10000818	DPF cleaning (Bus# 411)	428.96	
			Pape Kenworth		428.96
9/18/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14174821	Vehicle parts (Bus# 161)	52.03	
			Pape Kenworth		52.03
9/20/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14179095	Vehicle parts (Bus# 201)	7.67	
			Pape Kenworth		7.67

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
9/21/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14179142	Vehicle parts (Bus# 201) Pape Kenworth	17.90	17.90
9/21/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14180794	Vehicle parts (Bus# 161) Pape Kenworth	1,745.64	1,745.64
9/21/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14183418	Vehicle parts (Bus# 408) Pape Kenworth	12,320.34	12,320.34
9/22/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14183460	Vehicle parts (Bus# 408) Pape Kenworth	167.38	167.38
9/22/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14183611	Vehicle parts (Bus# 408) Pape Kenworth	12,265.97	12,265.97
9/25/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14187973	Vehicle parts (Bus# 404) Pape Kenworth	969.34	969.34
9/26/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	10001068	DPF cleaning (Bus 408) Pape Kenworth	542.25	542.25
9/26/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	10001084	DPF cleaning (Bus# 169) Pape Kenworth	428.96	428.96
9/26/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14187987	Vehicle parts (Bus# 404) Pape Kenworth	969.34	969.34
9/27/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14194516	Vehicle parts (Bus# 408) Pape Kenworth	448.40	448.40
9/29/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14200175	Vehicle parts (Bus# 408) Pape Kenworth	36.72	36.72
10/2/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14194531	Vehicle parts (Bus# 408) Pape Kenworth	220.33	220.33
10/5/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14211345	Vehicle parts Pape Kenworth	23.09	23.09
10/9/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	14214408	Vehicle parts (Bus# 203) Pape Kenworth	6,382.89	6,382.89

WCCTA - WestCAT
Purchase Journal

For the Period From Jul 1, 2023 to Nov 30, 2023

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
10/10/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	14217116	Vehicle parts (Bus# 203) Pape Kenworth	4,727.59	4,727.59
10/11/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	14223061	Vehicle parts (Bus# 404) Pape Kenworth	777.70	777.70
10/11/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	14223494	Vehicle parts (Bus# 404) Pape Kenworth	54.38	54.38
10/7/23	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	81119640	October copier Pacific Office Automation/Lease	320.77	320.77
10/1/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	63155	Oct landscaping Pacific Site Management	591.34	591.34
9/30/23	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	INV-20460-92023	Sept phone service Sept phone service STREAMS	755.30 377.65	1,132.95
9/19/23	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	9/2023	Sept gas & electric Sept gas & electric PG & E	4,101.15 2,050.57	6,151.72
9/20/23	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	9/2023	Sept gas & electric Sept gas & electric Pacific Gas & Electric	10.96 5.48	16.44
10/5/23	50300-10 Outside Services, Operations 20100 Accounts Payable	40847	Airtime (Oct- Dec) Precision Wireless Service	7,767.68	7,767.68
9/20/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	902237943	Vehicle parts (Bus# 205) Prevost Car (US) Inc.	117.28	117.28
9/20/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	902237944	Vehicle parts (Bus 205) Prevost Car (US) Inc.	230.16	230.16
9/30/23	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	0851-154951414	September garbage September garbage Republic Services #851	588.48 294.24	882.72
7/1/23	10400 Prepaid Expenses 20100	73687	FY23/24 Worker's comp Special District Risk Mgmt	9,277.80	9,277.80

WCCTA - WestCAT
Purchase Journal

For the Period From Jul 1, 2023 to Nov 30, 2023

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
	Accounts Payable		Authority		
9/21/23	50300-10 Outside Services, Operations 20100 Accounts Payable	9/2023	September DAR, Tablets & phones T-MOBILE	2,410.42	2,410.42
9/19/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	83153301	Vehicle parts (Bus 203) The Aftermarket Parts Company, LLC	128.35	128.35
9/28/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	83162760	Vehicle parts (Bus# 603) The Aftermarket Parts Company, LLC	774.51	774.51
9/7/23	50901-60 Dues & Subscriptions, Admin 20100 Accounts Payable	21819	FY23/24 Dues WCCTAC	39,934.00	39,934.00
9/19/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	842851	Diesel Western States Oil CO.	43,475.31	43,475.31
9/28/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	843174	Diesel Western States Oil CO.	39,495.97	39,495.97
10/6/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	843400	Diesel Western States Oil CO.	40,833.57	40,833.57
9/13/23	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	51086381	September pest control September pest control Western Exterminator Co.	120.87 60.43	181.30
10/5/23	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	52415494	October pest control October pest control Western Exterminator Co.	120.87 60.43	181.30
9/18/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-00972537	Waste pickup Asbury Environmental Services	1,560.00	1,560.00
9/19/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-00973080	Waste pickup Asbury Environmental Services	50.00	50.00
				1,808,970.29	1,808,970.29
				1,808,970.29	1,808,970.29



Monthly Management Report Summary

June, FY 22/23

System & Program Summary

	June FY 22/23	June FY 21/22	% Change	Year-To-Date FY 22/23	Year-To-Date FY 21/22	% Change
System Total						
Total Passengers	54,650	48,846	11.9	667,920	533,271	25.2
Revenue Passengers	47,772	43,349	10.2	525,214	430,138	22.1
Weekday Total Passengers	51,230	45,977	11.4	623,082	498,919	24.9
Saturday Total Passengers	2,206	1,813	21.7	28,854	21,849	32.1
Sunday Total Passengers	1,214	1,056	15.0	15,984	12,503	27.8
Weekday Average Passengers	2,329	2,090	11.4	2,453	1,957	25.3
Saturday Average Passengers	552	453	21.9	506	405	24.9
Sunday Average Passengers	304	264	15.2	280	216	29.6
Vehicle Revenue Hours	7,100.78	6,793.57	4.5	79,546.13	78,834.96	0.9
Total Vehicle Hours	7,543.67	7,201.45	4.8	84,523.78	83,758.81	0.9
Revenue Vehicle Miles	121,182.4	114,693.6	5.7	1,341,716.1	1,302,859.2	3.0
Total Miles	140,310.0	134,023.0	4.7	1,570,387.7	1,548,803.0	1.4
Dial-A-Ride Program						
Number of Weekdays	22	22	0.0	251	253	-0.8
Number of Saturdays	4	4	0.0	57	54	5.6
Total Passengers	1,578	1,642	-3.9	18,873	19,058	-1.0
Revenue Passengers	1,481	1,586	-6.6	16,150	16,683	-3.2
Weekday Total Passengers	1,422	1,501	-5.3	16,812	16,965	-0.9
Saturday Total Passengers	156	141	10.6	2,061	2,093	-1.5
Weekday Average Passengers	65	68	-4.4	67	67	0.0
Saturday Average Passengers	39	35	11.4	36	39	-7.7
Vehicle Revenue Hours	784.32	879.26	-10.8	9,565.38	10,184.72	-6.1
Total Vehicle Hours	819.29	932.04	-12.1	10,078.96	10,812.90	-6.8
Productivity	2.01	1.87	7.5	1.97	1.87	5.3
Revenue Vehicle Miles	7,909.8	9,228.6	-14.3	101,107.0	102,392.9	-1.3
Total Miles	8,826.5	10,389.6	-15.0	113,016.9	115,613.3	-2.2
Express Routes Program						
Number of Weekdays	22	22	0.0	251	253	-0.8
Number of Saturdays	4	4	0.0	57	54	5.6
Number of Sundays	4	4	0.0	57	58	-1.7
Total Passengers	24,107	20,881	15.4	280,691	221,490	26.7
Revenue Passengers	21,413	18,558	15.4	224,225	181,458	23.6
Weekday Total Passengers	21,357	18,659	14.5	244,096	194,351	25.6
Saturday Total Passengers	1,536	1,166	31.7	20,611	14,636	40.8
Sunday Total Passengers	1,214	1,056	15.0	15,984	12,503	27.8
Weekday Average Passengers	971	848	14.5	972	768	26.6
Saturday Average Passengers	384	292	31.5	362	271	33.6
Sunday Average Passengers	304	264	15.2	280	216	29.6
Vehicle Revenue Hours	2,557.10	2,174.62	17.6	26,383.96	25,515.79	3.4
Total Vehicle Hours	2,737.28	2,303.30	18.8	28,093.51	27,127.52	3.6
Productivity	9.43	9.60	-1.8	10.64	8.68	22.6
Revenue Vehicle Miles	41,849.0	33,938.2	23.3	414,946.1	386,792.9	7.3
Total Miles	46,305.0	36,265.2	27.7	447,264.9	415,814.7	7.6



Monthly Management Report Summary

June, FY 22/23

System & Program Summary

	June FY 22/23	June FY 21/22	% Change	Year-To-Date FY 22/23	Year-To-Date FY 21/22	% Change
Local Fixed Routes Program						
Number of Weekdays	22	22	0.0	251	253	-0.8
Number of Saturdays	4	4	0.0	57	54	5.6
Total Passengers	16,087	13,233	21.6	207,760	165,727	25.4
Revenue Passengers	12,585	10,437	20.6	145,883	118,986	22.6
Weekday Total Passengers	15,573	12,727	22.4	201,578	160,607	25.5
Saturday Total Passengers	514	506	1.6	6,182	5,120	20.7
Weekday Average Passengers	708	579	22.3	803	635	26.5
Saturday Average Passengers	129	127	1.6	108	95	13.7
Vehicle Revenue Hours	2,633.61	2,626.59	0.3	30,649.92	30,847.07	-0.6
Total Vehicle Hours	2,759.05	2,750.71	0.3	32,224.66	32,413.16	-0.6
Productivity	6.11	5.04	21.2	6.78	5.37	26.3
Revenue Vehicle Miles	37,961.5	38,064.7	-0.3	439,843.1	451,313.6	-2.5
Total Miles	40,414.8	40,498.7	-0.2	470,024.9	481,530.2	-2.4
Transbay Lynx Program						
Number of Weekdays	22	22	0.0	254	255	-0.4
Total Passengers	12,878	13,090	-1.6	160,596	126,996	26.5
Revenue Passengers	12,293	12,768	-3.7	138,956	113,011	23.0
Weekday Total Passengers	12,878	13,090	-1.6	160,596	126,996	26.5
Weekday Average Passengers	585	595	-1.7	632	498	26.9
Vehicle Revenue Hours	1,125.75	1,113.10	1.1	12,946.87	12,287.38	5.4
Total Vehicle Hours	1,228.05	1,215.40	1.0	14,126.65	13,405.23	5.4
Productivity	11.44	11.76	-2.7	12.40	10.34	19.9
Revenue Vehicle Miles	33,462.0	33,462.0	0.0	385,820.0	362,359.9	6.5
Total Miles	35,329.8	35,329.8	0.0	407,359.0	383,259.0	6.3

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation

Month & Fiscal Year- June 2023

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 11,984.75	\$ 132,002.75	\$ -	\$ 4,112.00	\$ 7,872.75
Cash Fare - Senior & Disabled	\$ 3,485.00	\$ 37,973.50	\$ 807.50	\$ 608.25	\$ 2,069.25
Cash Fare - Transfers	\$ 1,206.50	\$ 14,131.50	\$ 15.00	\$ 12.00	\$ 1,179.50
Cash Fare - Regional Paratransit	\$ 369.00	\$ 3,351.00	\$ 369.00		
Cash Fare - Local Day Pass Sales	\$ 1,986.00	\$ 21,074.50		\$ 13.00	\$ 1,973.00
Total Estimated Cash (a)	\$ 19,031.25	\$ 208,533.25	\$ 1,191.50	\$ 4,745.25	\$ 13,094.50
Over/(Short) Cash Count	\$ 1.34	\$ 12.40	\$ 0.72	\$ 0.71	\$ (0.09)
Bank Deposit Corrections	\$ 25.00	\$ 64.42			\$ 25.00
Subtotal Cash Fare Deposit	\$ 19,057.59	\$ 208,610.07	\$ 1,192.22	\$ 4,745.96	\$ 13,119.41
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 1,300.00	\$ 8,730.00	\$ 1,300.00		
Clipper Sales	\$ 666.00	\$ 5,556.00			\$ 666.00
Lynx 31-Day Pass Sales	\$ 1,190.00	\$ 18,980.00		\$ 1,190.00	
Lynx Stored Ride Pass Sales	\$ 60.00	\$ 1,460.00		\$ 60.00	
Local 31-Day Pass Sales	\$ 380.00	\$ 11,580.00			\$ 380.00
Local Stored Value Pass Sales	\$ -	\$ -			
Local Day Pass Sales (In-house)	\$ 25.00	\$ 985.00			\$ 25.00
Shopify	\$ 32.00	\$ 366.00	10.00	11.00	\$ 11.00
Over payment	\$ -	\$ 0.01			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ (234.50)	\$ (374.50)			\$ (234.50)
Subtotal Prepaid Sales Deposit	\$ 3,418.50	\$ 47,282.51	\$ 1,310.00	\$ 1,261.00	\$ 847.50
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
CCC Nutrition Tickets	\$ -	\$ -	\$ 108.00		
Lynx B1G1F	\$ -	\$ 2,450.00			
Wage Works	\$ 930.00	\$ 13,430.00		\$ 930.00	
Capital Corridor Vouchers (Annually)	\$ 926.17	\$ 926.17			\$ 926.17
511 CC Lynx Promotion	\$ 250.00	\$ 850.00		250.00	
West Contra Costa Ride Program	\$ 15,000.00	\$ 15,000.00			\$ 15,000.00
511 CC Summer Youth Pass	\$ -	\$ 930.00			
John Swett 31 Day Passes	\$ -	\$ 10,000.00			
WCCUSD (\$37.00 SBPP)	\$ 7,400.00	\$ 86,950.00			\$ 7,400.00
City of Hercules Parking Permit Program	\$ 125.13	\$ 1,401.16			\$ 125.13
HTC Parking Combos	\$ 280.00	\$ 2,720.00			\$ 280.00
CCTA Summer Youth Pass	\$ -	\$ 894.93			
Clipper	\$ 65,293.13	\$ 754,447.12		\$ 42,240.18	\$ 23,052.95
CCC Health Services	\$ -	\$ 1,400.00			
Clipper Start - MTC	\$ 143.18	\$ 383.82			\$ 143.18
Pass 2 Class Program	\$ -	\$ 28,000.00			
Subtotal Billings	\$ 90,455.61	\$ 920,678.20	\$ 108.00	\$ 43,420.18	\$ 46,927.43
Total Passenger Revenue	\$ 112,931.70	\$ 1,176,570.78	\$ 2,610.22	\$ 49,427.14	\$ 60,894.34

	Monthly System Total	CYTD
Total Passenger Revenue Last Year	\$ 93,595.41	\$ 1,113,757.20

Preventable Accidents per Miles Driven in 12 Month
Period

June-23

	Miles	Accidents	Frequency 12 Month Period
FR	1,388,649	9	154,294
DAR	138,737	0	138,737

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	10	2	2	9	8
DAR	1	0	2	4	0	0	0	2



Passenger & Productivity Statistical Report

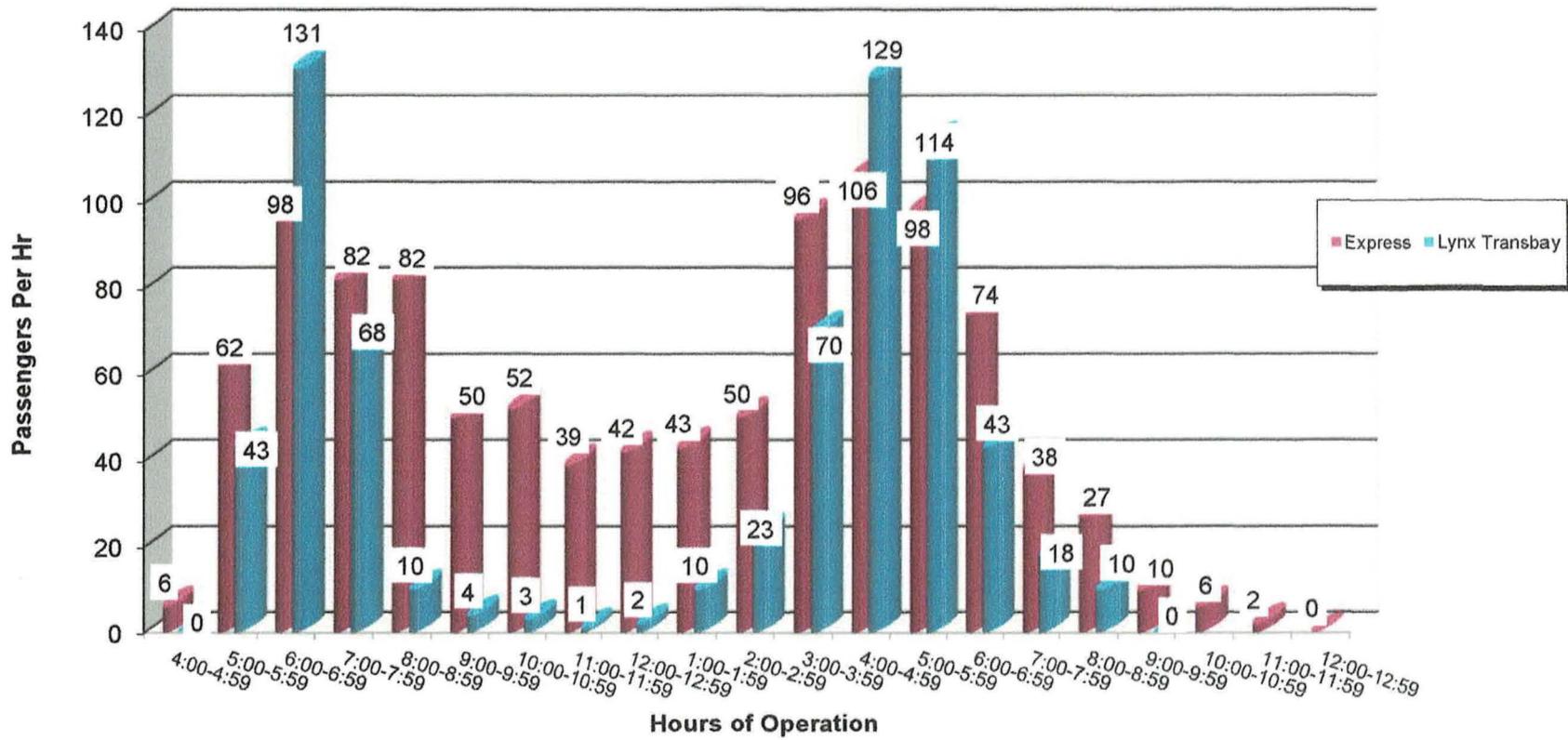
June, FY 22/23

System

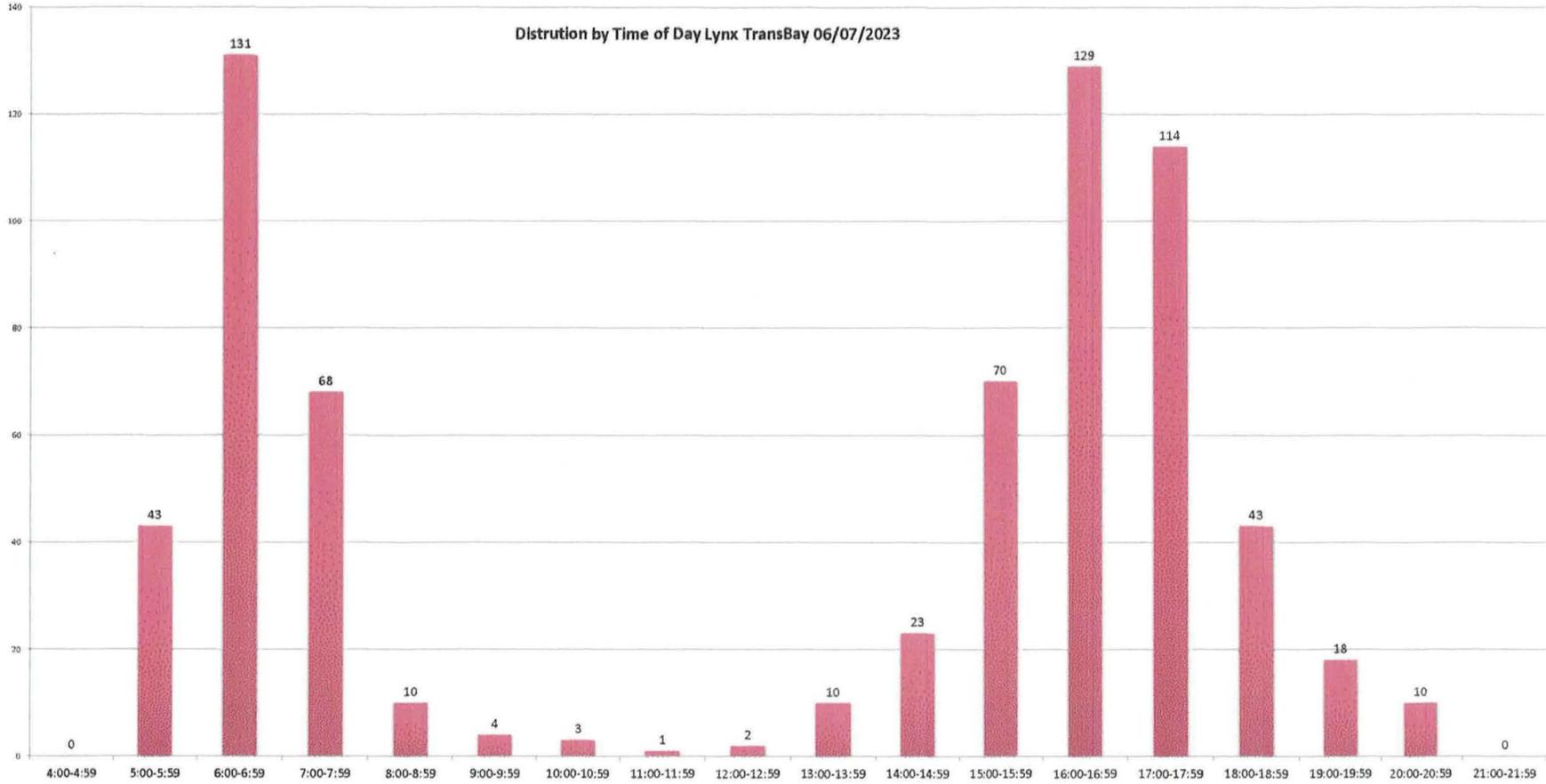
All Routes

Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	June			Fiscal Year To Date			June			Fiscal Year To Date		
	FY 21/22	FY 22/23	% Change	FY 21/22	FY 22/23	% Change	FY 21/22	FY 22/23	% Change	FY 21/22	FY 22/23	% Change
Route 10 Weekday	1,355	1,520	12.2	17,654	22,708	28.6	5.1	5.6	11.1	5.6	6.9	23.3
Route 11 Weekday	2,101	2,652	26.2	27,800	35,159	26.5	5.7	7.2	25.6	6.6	8.5	27.9
Route 11 Saturday	248	250	0.8	2,603	3,107	19.4	5.2	5.2	0.6	4.0	4.5	12.9
Route 11 Total	2,349	2,902	23.5	30,403	38,266	25.9	5.7	7.0	23.0	6.3	7.9	26.1
Route 12 Weekday	1,489	1,599	7.4	17,241	22,220	28.9	5.8	6.1	6.4	5.5	7.0	27.3
Route 15 Weekday	965	1,273	31.9	10,835	13,971	28.9	5.2	6.8	32.0	4.8	6.5	36.9
Route 16 Weekday	2,912	3,529	21.2	38,697	44,534	15.1	4.7	5.7	21.0	5.4	6.3	16.4
Route 19 Saturday	258	264	2.3	2,517	3,075	22.2	4.9	5.1	3.2	3.6	4.2	16.7
Route 30Z Weekday	1,115	1,024	-8.2	10,213	13,260	29.8	4.0	3.6	-8.8	3.1	4.1	32.3
Route C3 Weekday	2,790	3,976	42.5	38,167	49,726	30.3	5.1	7.3	43.1	6.0	8.0	32.9
Route DAR Weekday	1,501	1,422	-5.3	16,965	16,812	-0.9	1.8	2.0	9.7	1.8	1.9	6.1
Route DAR Saturday	141	156	10.6	2,093	2,061	-1.5	2.5	2.1	-15.9	2.2	2.2	-0.1
Route DAR Total	1,642	1,578	-3.9	19,058	18,873	-1.0	1.9	2.0	7.7	1.9	2.0	5.4
Route J Weekday	10,584	12,920	22.1	113,445	148,158	30.6	8.5	10.4	22.3	8.0	10.2	28.1
Route J Saturday	1,166	1,536	31.7	14,636	20,611	40.8	8.7	11.4	31.3	8.1	10.7	33.2
Route J Sunday	1,056	1,214	15.0	12,503	15,984	27.8	7.9	9.2	16.7	6.4	8.5	32.0
Route J Total	12,806	15,670	22.4	140,584	184,753	31.4	8.5	10.4	22.7	7.8	10.1	29.1
Route JPX Weekday	8,075	7,116	-11.9	80,906	94,197	16.4	12.2	10.8	-11.9	10.8	12.5	16.0
Route JX Weekday		1,388			1,808			3.6			3.2	
Route LYNX Weekday	13,090	12,878	-1.6	126,996	160,596	26.5	11.8	11.4	-2.7	10.3	12.4	20.0
Total System-Wide	48,846	54,717	12.0	533,271	667,987	25.3	7.2	7.7	7.2	6.8	8.4	24.1

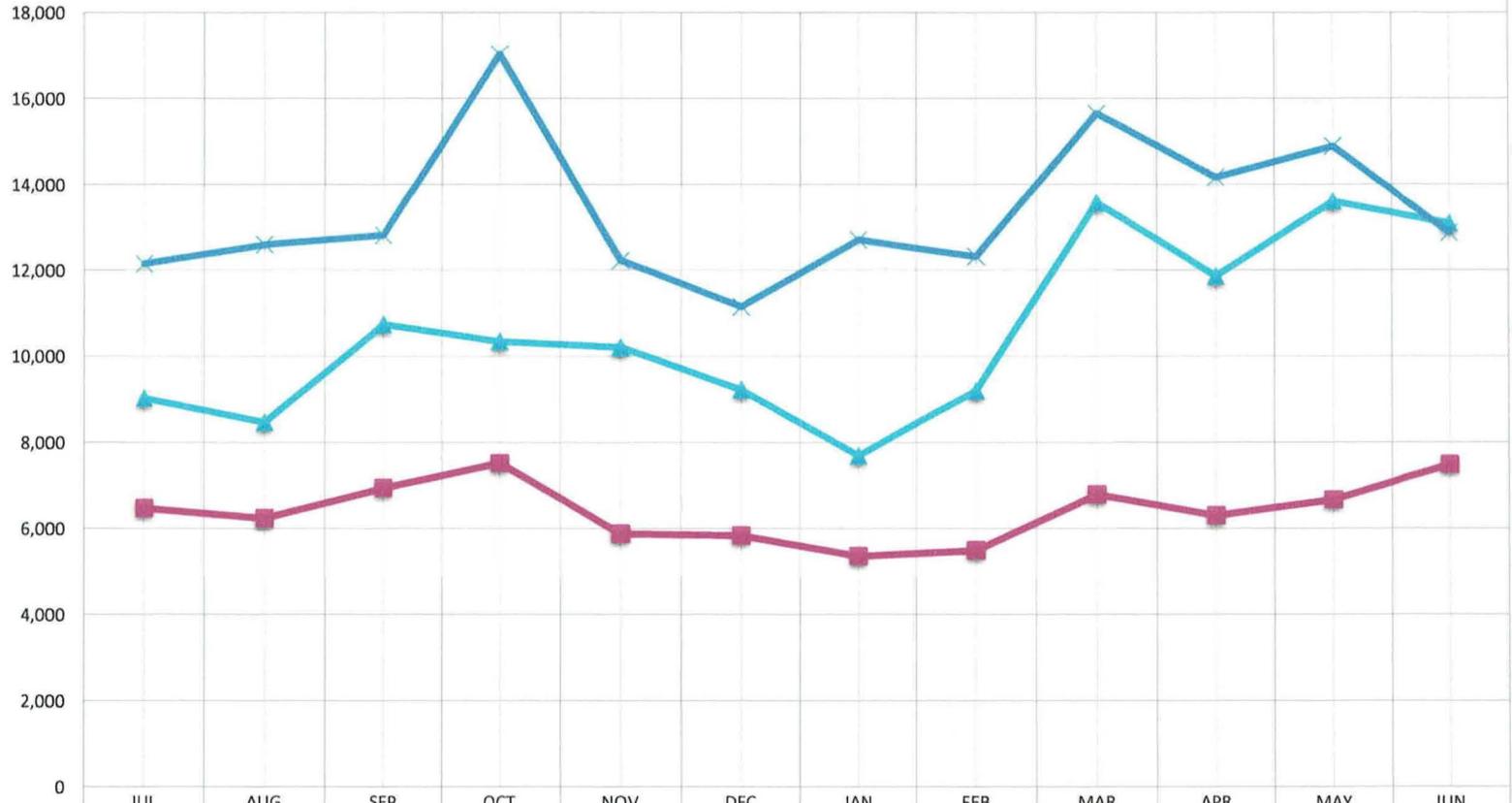
**Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day
Date:06/07/2023**



Distrution by Time of Day Lynx TransBay 06/07/2023



WESCAT LYNX TRANSBAY 3YR STATS



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
ridership 20-21	6,469	6,233	6,937	7,520	5,877	5,835	5,358	5,489	6,788	6,299	6,672	7,482
ridership 21-22	9,025	8,469	10,738	10,338	10,205	9,225	7,688	9,191	13,566	11,861	13,600	13,090
ridership 22-23	12,149	12,592	12,812	17,034	12,229	11,155	12,702	12,318	15,656	14,173	14,898	12,878

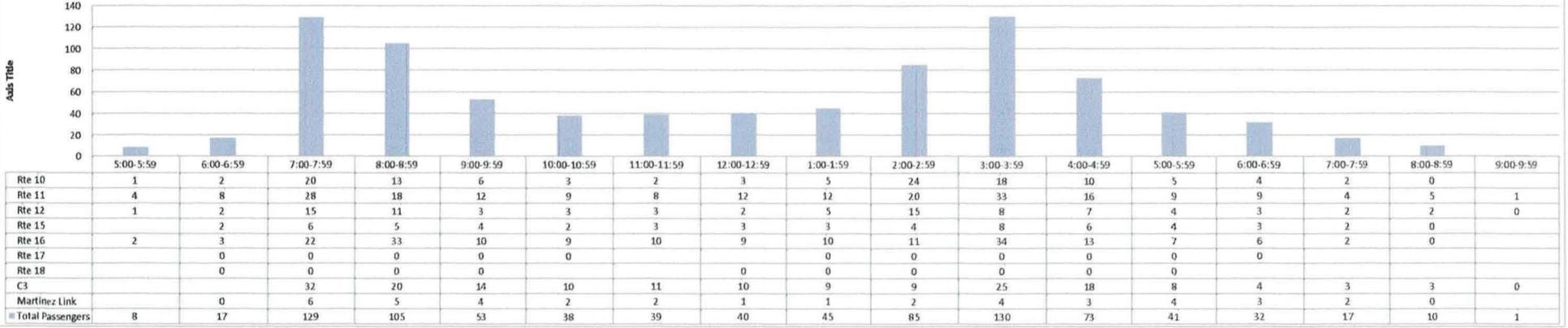
Distribution by Time of Day - Fixed Route

Date: 6/7/2023

	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	2	20	13	6	3	2	3	5	24	18	10	5	4	2	0	
Rte 11	4	8	28	18	12	9	8	12	12	20	33	16	9	9	4	5	1
Rte 12	1	2	15	11	3	3	3	2	5	15	8	7	4	3	2	2	0
Rte 15		2	6	5	4	2	3	3	3	4	8	6	4	3	2	0	
Rte 16	2	3	22	33	10	9	10	9	10	11	34	13	7	6	2	0	
Rte 17		0	0	0	0	0			0	0	0	0	0	0			
Rte 18		0	0	0	0			0	0	0	0	0	0				
C3			32	20	14	10	11	10	9	9	25	18	8	4	3	3	0
Martinez Link		0	6	5	4	2	2	1	1	2	4	3	4	3	2	0	
Total Passengers	8	17	129	105	53	38	39	40	45	85	130	73	41	32	17	10	1

Total Route 10	118
Total Route 11	208
Total Route 12	86
Total Route 15	55
Total Route 16	181
Total Route 17	0
Total Route 18	0
Total C3	176
Martinez Link	39
Total	863

Distribution By Time Of Day Fixed Route 06/07/2023



Distribution by Time of Day - WestCAT Express

Date: 6/7/2023

	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		4	8	5	4							8	10	10	6	4	
JPX		25	30	25	15	15	16	14	15	18	22	27	34	26	17	10	6
J	6	33	60	52	63	35	36	25	27	25	28	61	62	62	51	24	21
Total Passengers	6	62	98	82	82	50	52	39	42	43	50	96	106	98	74	38	27

	21:00-21:59	22:00-22:59	23:00-23:59	24:00-24:59
JX				
JPX				
J	10	6	2	0
Total Passengers	10	6	2	0

JX	59
JPX	315
J	689
Total	1063

Distribution by Time of Day -Lynx Transbay

Date: 6/7/2023

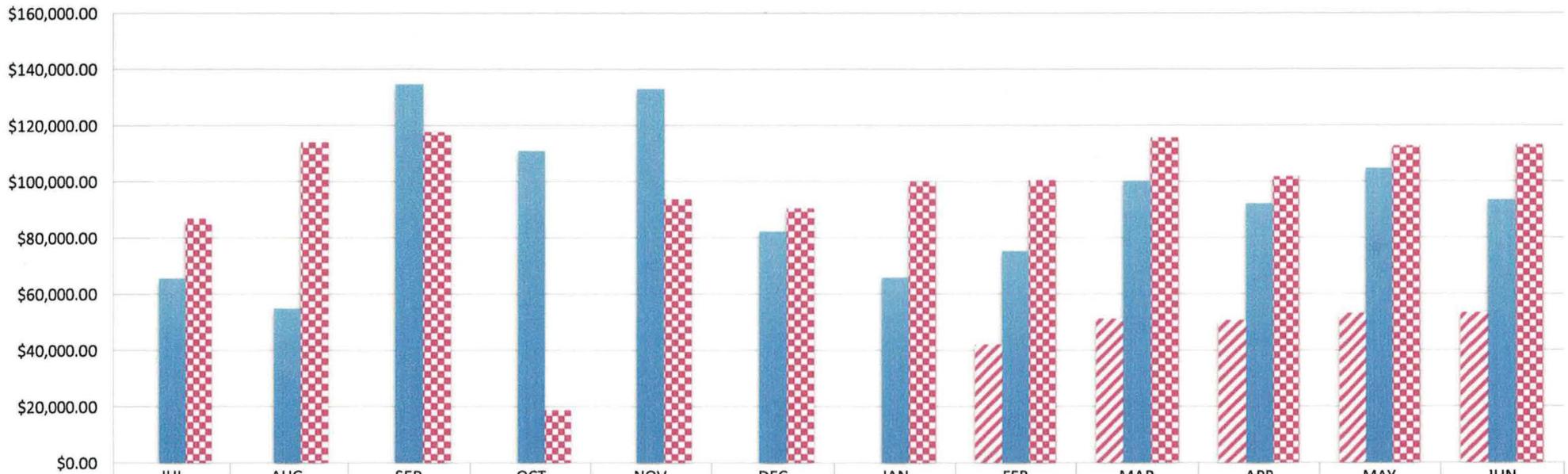
	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
TransBay LYNX	0	43	131	68	10	4	3	1	2	10	23	70	129	114	43	18	10
Total Passengers	0	43	131	68	10	4	3	1	2	10	23	70	129	114	43	18	10

	21:00-21:59
TransBay LYNX	0
Total Passengers	0

Total Lynx	679
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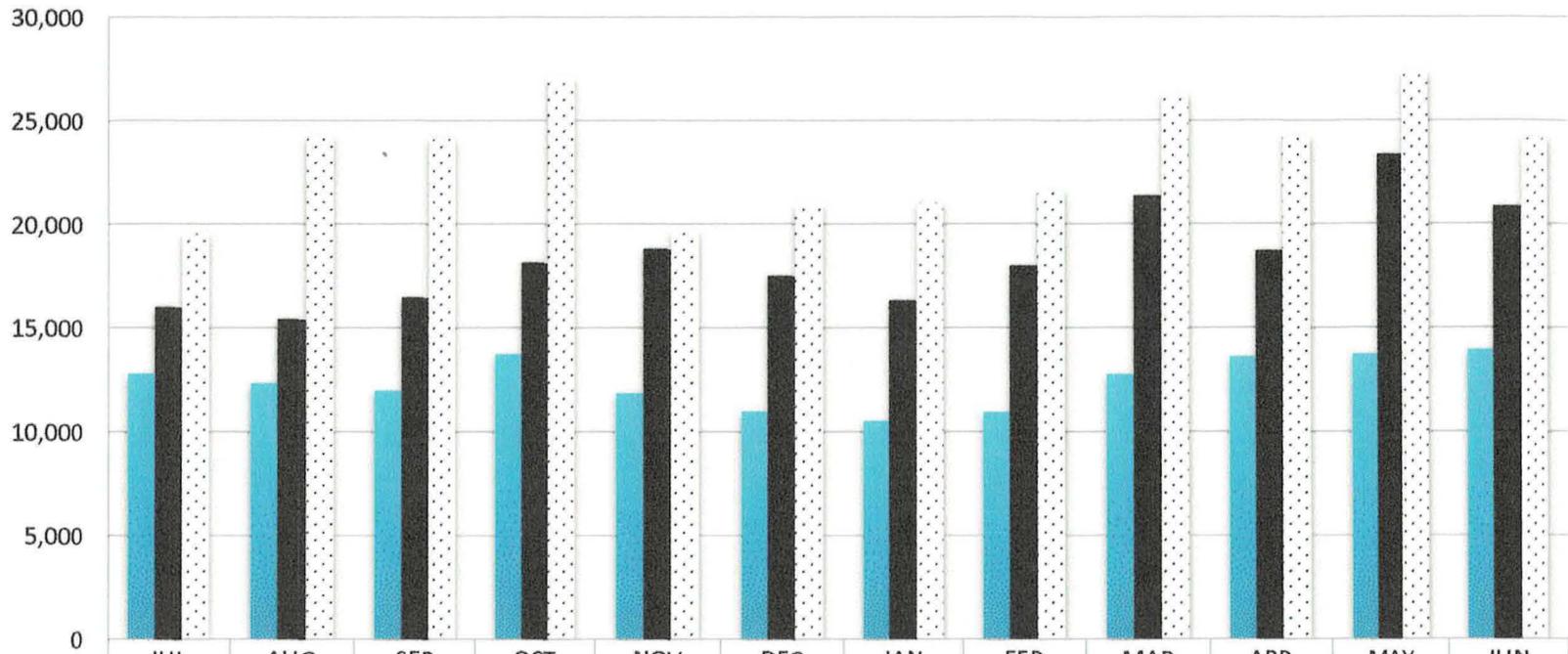
WESTCAT FAREBOX REVENUE



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Revenue 20-21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,085.62	\$51,271.54	\$50,630.10	\$53,126.81	\$53,382.71
Revenue 21-22	\$65,568.28	\$54,882.12	\$134,681.42	\$110,941.80	\$133,041.12	\$82,347.87	\$65,795.54	\$75,238.49	\$100,239.41	\$92,231.19	\$104,717.89	\$93,521.16
Revenue 22-23	\$86,892.89	\$113,997.58	\$117,601.60	\$18,636.94	\$93,806.78	\$90,541.26	\$100,024.92	\$100,444.85	\$115,567.76	\$101,737.40	\$112,642.78	\$112,931.70



WESTCAT EXPRESS RIDERSHIP Includes Routes J, JX and JPX



ridership 20-21	12,788	12,338	11,991	13,743	11,855	10,982	10,523	10,939	12,768	13,611	13,744	13,954
ridership 21-22	16,075	15,456	16,516	18,189	18,856	17,543	16,357	18,045	21,393	18,769	23,410	20,881
ridership 22-23	19,630	24,248	24,163	27,103	19,749	20,967	21,118	21,653	26,320	24,247	27,386	24,174



Monthly Management Report Summary

July, FY 23/24

System & Program Summary

	July FY 23/24	July FY 22/23	% Change	Year-To-Date FY 23/24	Year-To-Date FY 22/23	% Change
System Total						
Total Passengers	46,967	44,486	5.6	46,967	44,486	5.6
Revenue Passengers	40,799	39,151	4.2	40,799	39,151	4.2
Weekday Total Passengers	42,667	40,643	5.0	42,667	40,643	5.0
Saturday Total Passengers	2,446	2,355	3.9	2,446	2,355	3.9
Sunday Total Passengers	1,854	1,488	24.6	1,854	1,488	24.6
Weekday Average Passengers	2,133	2,032	5.0	2,133	2,032	5.0
Saturday Average Passengers	489	471	3.8	489	471	3.8
Sunday Average Passengers	309	248	24.6	309	248	24.6
Vehicle Revenue Hours	6,591.18	6,281.60	4.9	6,591.18	6,281.60	4.9
Total Vehicle Hours	6,988.84	6,648.39	5.1	6,988.84	6,648.39	5.1
Revenue Vehicle Miles	112,210.2	106,679.5	5.2	112,210.2	106,679.5	5.2
Total Miles	133,201.0	123,480.0	7.9	133,201.0	123,480.0	7.9
Dial-A-Ride Program						
Number of Weekdays	20	20	0.0	20	20	0.0
Number of Saturdays	5	5	0.0	5	5	0.0
Total Passengers	1,415	1,697	-16.6	1,415	1,697	-16.6
Revenue Passengers	1,351	1,517	-10.9	1,351	1,517	-10.9
Weekday Total Passengers	1,215	1,499	-18.9	1,215	1,499	-18.9
Saturday Total Passengers	200	198	1.0	200	198	1.0
Weekday Average Passengers	61	75	-18.7	61	75	-18.7
Saturday Average Passengers	40	40	0.0	40	40	0.0
Vehicle Revenue Hours	729.85	794.82	-8.2	729.85	794.82	-8.2
Total Vehicle Hours	767.05	847.43	-9.5	767.05	847.43	-9.5
Productivity	1.94	2.14	-9.3	1.94	2.14	-9.3
Revenue Vehicle Miles	6,986.3	8,710.7	-19.8	6,986.3	8,710.7	-19.8
Total Miles	7,904.5	9,719.7	-18.7	7,904.5	9,719.7	-18.7
Express Routes Program						
Number of Weekdays	20	20	0.0	20	20	0.0
Number of Saturdays	5	5	0.0	5	5	0.0
Number of Sundays	6	6	0.0	6	6	0.0
Total Passengers	21,385	19,630	8.9	21,385	19,630	8.9
Revenue Passengers	18,803	17,309	8.6	18,803	17,309	8.6
Weekday Total Passengers	17,879	16,556	8.0	17,879	16,556	8.0
Saturday Total Passengers	1,652	1,586	4.2	1,652	1,586	4.2
Sunday Total Passengers	1,854	1,488	24.6	1,854	1,488	24.6
Weekday Average Passengers	894	828	8.0	894	828	8.0
Saturday Average Passengers	330	317	4.1	330	317	4.1
Sunday Average Passengers	309	248	24.6	309	248	24.6
Vehicle Revenue Hours	2,440.75	2,074.62	17.6	2,440.75	2,074.62	17.6
Total Vehicle Hours	2,601.66	2,189.25	18.8	2,601.66	2,189.25	18.8
Productivity	8.76	9.46	-7.4	8.76	9.46	-7.4
Revenue Vehicle Miles	39,876.7	32,572.9	22.4	39,876.7	32,572.9	22.4
Total Miles	43,877.0	34,652.9	26.6	43,877.0	34,652.9	26.6



Monthly Management Report Summary

July, FY 23/24

System & Program Summary

	July FY 23/24	July FY 22/23	% Change	Year-To-Date FY 23/24	Year-To-Date FY 22/23	% Change
Local Fixed Routes Program						
Number of Weekdays	20	20	0.0	20	20	0.0
Number of Saturdays	5	5	0.0	5	5	0.0
Total Passengers	11,855	11,010	7.7	11,855	11,010	7.7
Revenue Passengers	8,966	8,469	5.9	8,966	8,469	5.9
Weekday Total Passengers	11,261	10,439	7.9	11,261	10,439	7.9
Saturday Total Passengers	594	571	4.0	594	571	4.0
Weekday Average Passengers	563	522	7.9	563	522	7.9
Saturday Average Passengers	119	114	4.4	119	114	4.4
Vehicle Revenue Hours	2,395.28	2,399.21	-0.2	2,395.28	2,399.21	-0.2
Total Vehicle Hours	2,501.83	2,505.76	-0.2	2,501.83	2,505.76	-0.2
Productivity	4.95	4.59	7.8	4.95	4.59	7.8
Revenue Vehicle Miles	34,927.2	34,976.0	-0.1	34,927.2	34,976.0	-0.1
Total Miles	37,059.2	37,108.0	-0.1	37,059.2	37,108.0	-0.1
Transbay Lynx Program						
Number of Weekdays	20	20	0.0	20	20	0.0
Total Passengers	12,312	12,149	1.3	12,312	12,149	1.3
Revenue Passengers	11,679	11,856	-1.5	11,679	11,856	-1.5
Weekday Total Passengers	12,312	12,149	1.3	12,312	12,149	1.3
Weekday Average Passengers	616	607	1.5	616	607	1.5
Vehicle Revenue Hours	1,025.30	1,012.95	1.2	1,025.30	1,012.95	1.2
Total Vehicle Hours	1,118.30	1,105.95	1.1	1,118.30	1,105.95	1.1
Productivity	12.01	11.99	0.2	12.01	11.99	0.2
Revenue Vehicle Miles	30,420.0	30,420.0	0.0	30,420.0	30,420.0	0.0
Total Miles	32,118.0	32,118.0	0.0	32,118.0	32,118.0	0.0

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation

Month & Fiscal Year- July 2023

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 10,744.25	\$ 10,744.25	\$ -	\$ 3,625.25	\$ 7,119.00
Cash Fare - Senior & Disabled	\$ 2,876.75	\$ 2,876.75	\$ 725.00	\$ 480.75	\$ 1,671.00
Cash Fare - Transfers	\$ 904.50	\$ 904.50	\$ 13.50	\$ 39.50	\$ 851.50
Cash Fare - Regional Paratransit	\$ 270.00	\$ 270.00	\$ 270.00	-	-
Cash Fare - Local Day Pass Sales	\$ 1,376.00	\$ 1,376.00	-	\$ 3.00	\$ 1,373.00
Total Estimated Cash (a)	\$ 16,171.50	\$ 16,171.50	\$ 1,008.50	\$ 4,148.50	\$ 11,014.50
Over/(Short) Cash Count	\$ 0.70	\$ 0.70	\$ 0.35		\$ 0.35
Bank Deposit Corrections	\$ 33.25	\$ 33.25	\$ -	\$ -	\$ 33.25
Subtotal Cash Fare Deposit	\$ 16,205.45	\$ 16,205.45	\$ 1,008.85	\$ 4,148.50	\$ 11,048.10
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 265.00	\$ 265.00	\$ 265.00	-	-
Clipper Sales	\$ 269.00	\$ 269.00			\$ 269.00
Lynx 31-Day Pass Sales	\$ 1,120.00	\$ 1,120.00	-	\$ 1,120.00	-
Lynx Stored Ride Pass Sales	\$ 60.00	\$ 60.00	-	\$ 60.00	-
Local 31-Day Pass Sales	\$ 2,960.00	\$ 2,960.00	-	-	\$ 2,960.00
Local Stored Value Pass Sales	\$ -	\$ -	-	-	-
Local Day Pass Sales (In-house)	\$ 424.00	\$ 424.00	-	-	\$ 424.00
Shopify	\$ 34.00	\$ 34.00	3.00	17.00	\$ 14.00
Over payment	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ -	\$ -			
Subtotal Prepaid Sales Deposit	\$ 5,132.00	\$ 5,132.00	\$ 268.00	\$ 1,197.00	\$ 3,667.00
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
CCC Nutrition Tickets	\$ -	\$ -	-	-	-
Lynx B1G1F	\$ 88.00	\$ 88.00	\$ 88.00	-	-
Wage Works	\$ -	\$ -	-		-
Wage Works	\$ 490.00	\$ 490.00	-	\$ 490.00	
Capital Corridor Vouchers (Annually)	\$ -	\$ -	-		
511 CC Lynx Promotion	\$ -	\$ -	-		
West Contra Costa Ride Program	\$ -	\$ -	-		
511 CC Summer Youth Pass	\$ -	\$ -	-		
John Swett 31 Day Passes	\$ -	\$ -	-		
WCCUSD (\$37.00 SBPP)	\$ -	\$ -	-		
City of Hercules Parking Permit Program	\$ 123.75	\$ 123.75	-		\$ 123.75
HTC Parking Combos	\$ 280.00	\$ 280.00	-		\$ 280.00
CCTA Summer Youth Pass	\$ -	\$ -			
Clipper	\$ 65,261.63	\$ 65,261.63		\$ 43,700.49	\$ 21,561.14
CCC Health Services	\$ -	\$ -			
Clipper Start - MTC	\$ -	\$ -			
Pass 2 Class Program	\$ -	\$ -			
Subtotal Billings	\$ 66,243.38	\$ 66,243.38	\$ 88.00	\$ 44,190.49	\$ 21,964.89
Total Passenger Revenue	\$ 87,580.83	\$ 87,580.83	\$ 1,364.85	\$ 49,535.99	\$ 36,679.99

	Monthly System Total	CYTD
Total Passenger Revenue Last Year	\$ 86,892.89	\$ 86,892.89



Passenger & Productivity Statistical Report

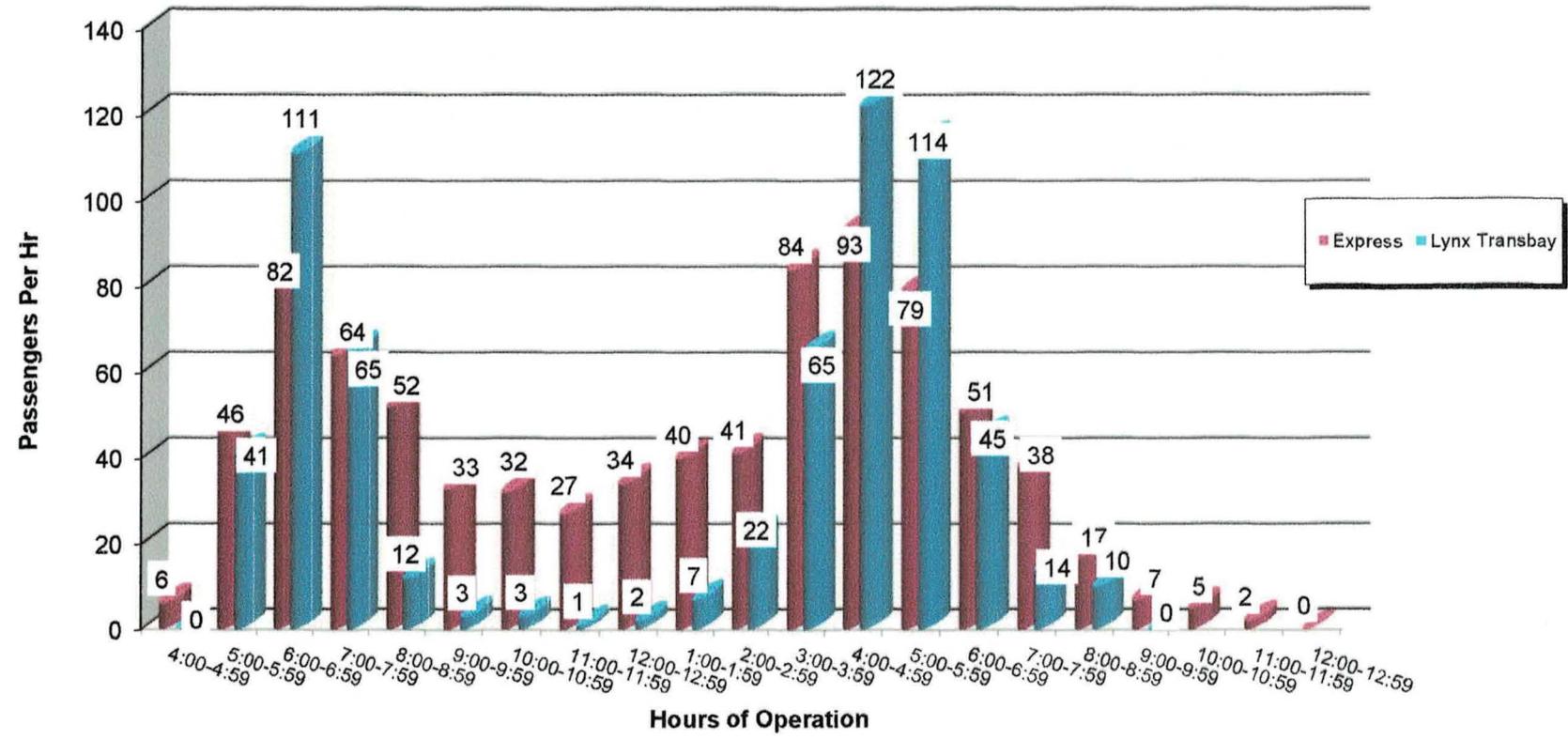
July, FY 23/24

System

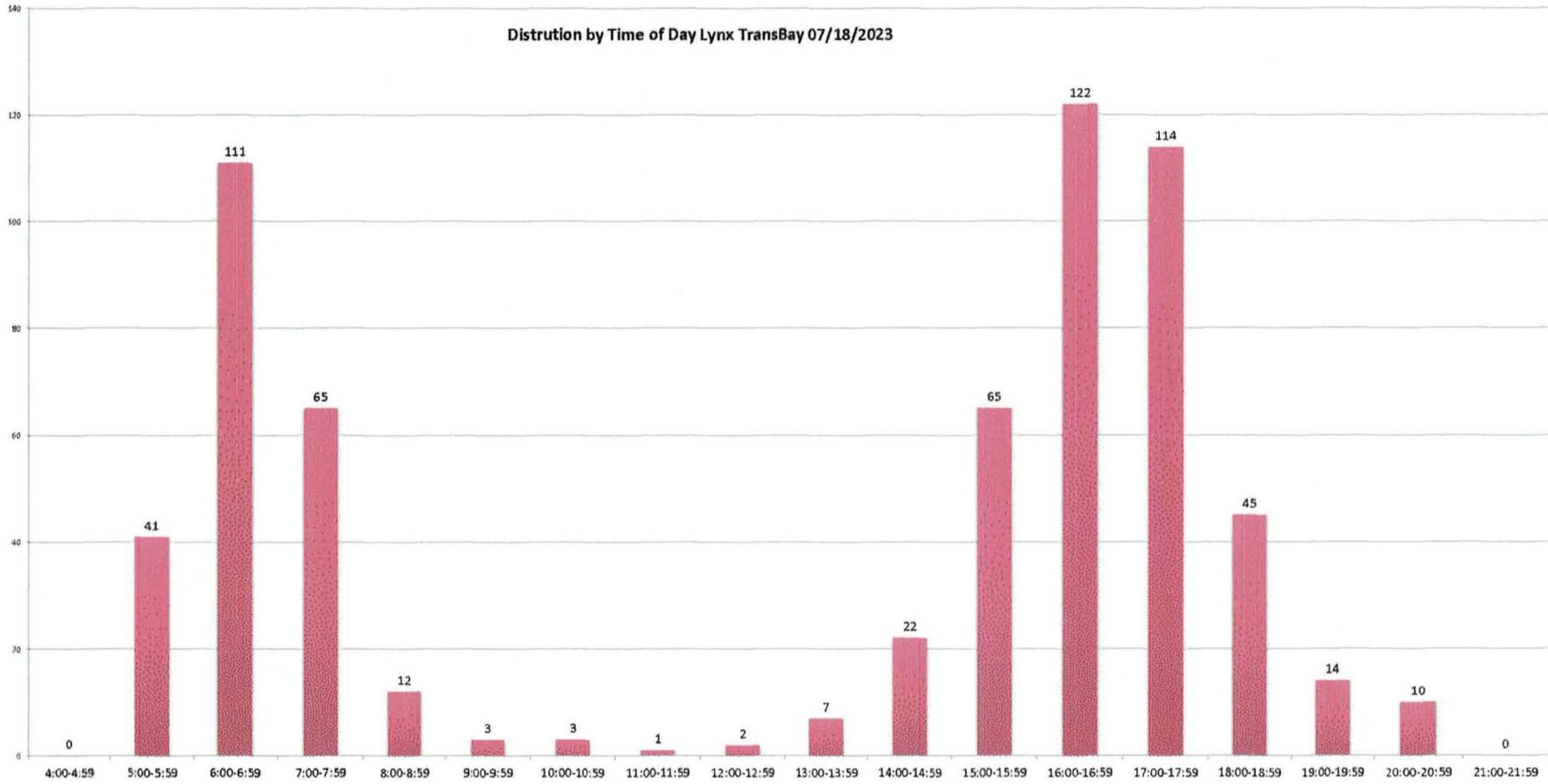
All Routes

Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	July			Fiscal Year To Date			July			Fiscal Year To Date		
	FY 22/23	FY 23/24	% Change	FY 22/23	FY 23/24	% Change	FY 22/23	FY 23/24	% Change	FY 22/23	FY 23/24	% Change
Route 10 Weekday	1,047	1,127	7.6	1,047	1,127	7.6	4.6	4.9	7.7	4.6	4.9	7.7
Route 11 Weekday	1,829	1,984	8.5	1,829	1,984	8.5	5.5	5.9	7.6	5.5	5.9	7.6
Route 11 Saturday	282	293	3.9	282	293	3.9	4.7	4.8	2.6	4.7	4.8	2.6
Route 11 Total	2,111	2,277	7.9	2,111	2,277	7.9	5.4	5.8	7.0	5.4	5.8	7.0
Route 12 Weekday	1,090	1,097	0.6	1,090	1,097	0.6	4.8	4.9	1.2	4.8	4.9	1.2
Route 15 Weekday	836	922	10.3	836	922	10.3	4.9	5.4	10.9	4.9	5.4	10.9
Route 16 Weekday	2,102	2,473	17.6	2,102	2,473	17.6	3.7	4.4	18.9	3.7	4.4	18.9
Route 19 Saturday	289	301	4.2	289	301	4.2	4.5	4.6	2.7	4.5	4.6	2.7
Route 30Z Weekday	1,016	1,061	4.4	1,016	1,061	4.4	4.0	4.1	3.4	4.0	4.1	3.4
Route C3 Weekday	2,519	2,597	3.1	2,519	2,597	3.1	5.1	5.3	3.6	5.1	5.3	3.6
Route DAR Weekday	1,499	1,215	-18.9	1,499	1,215	-18.9	2.1	1.9	-8.4	2.1	1.9	-8.4
Route DAR Saturday	198	200	1.0	198	200	1.0	2.7	2.2	-19.1	2.7	2.2	-19.1
Route DAR Total	1,697	1,415	-16.6	1,697	1,415	-16.6	2.1	1.9	-9.2	2.1	1.9	-9.2
Route J Weekday	9,167	9,647	5.2	9,167	9,647	5.2	8.3	8.6	4.6	8.3	8.6	4.6
Route J Saturday	1,586	1,652	4.2	1,586	1,652	4.2	9.4	9.8	3.9	9.4	9.8	3.9
Route J Sunday	1,488	1,854	24.6	1,488	1,854	24.6	7.5	9.1	21.3	7.5	9.1	21.3
Route J Total	12,241	13,153	7.5	12,241	13,153	7.5	8.3	8.8	6.5	8.3	8.8	6.5
Route JPX Weekday	7,389	7,155	-3.2	7,389	7,155	-3.2	12.3	11.9	-3.6	12.3	11.9	-3.6
Route JX Weekday		1,077			1,077			3.1			3.1	
Route LYNX Weekday	12,149	12,312	1.3	12,149	12,312	1.3	12.0	12.0	0.1	12.0	12.0	0.1
Total System-Wide	44,486	46,967	5.6	44,486	46,967	5.6	7.1	7.1	0.6	7.1	7.1	0.6

**Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day
Date:07/18/2023**



Distrution by Time of Day Lynx TransBay 07/18/2023



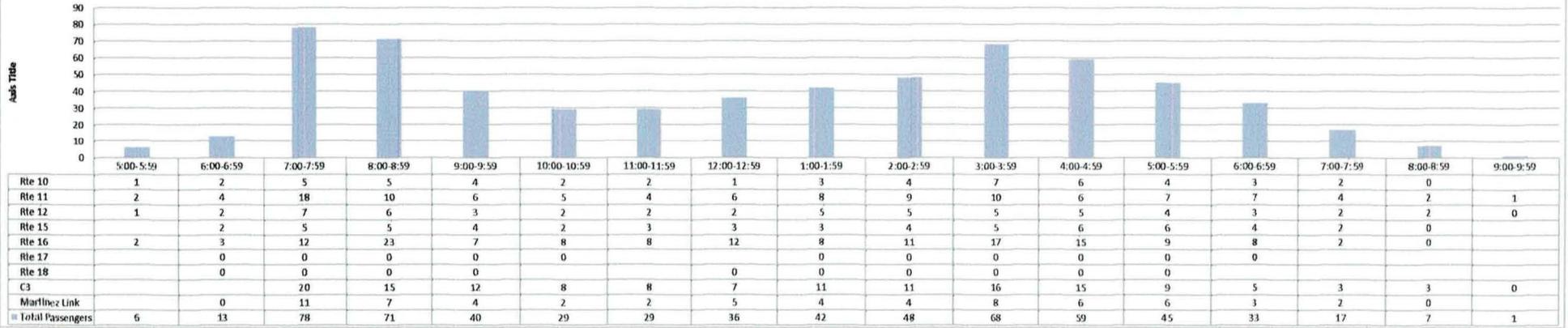
Distribution by Time of Day - Fixed Route

Date: 7/18/2023

	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	2	5	5	4	2	2	1	3	4	7	6	4	3	2	0	
Rte 11	2	4	18	10	6	5	4	6	8	9	10	6	7	7	4	2	1
Rte 12	1	2	7	6	3	2	2	2	5	5	5	5	4	3	2	2	0
Rte 15		2	5	5	4	2	3	3	3	4	5	6	6	4	2	0	
Rte 16	2	3	12	23	7	8	8	12	8	11	17	15	9	8	2	0	
Rte 17		0	0	0	0	0			0	0	0	0	0	0			
Rte 18		0	0	0	0			0	0	0	0	0	0				
C3			20	15	12	8	8	7	11	11	16	15	9	5	3	3	0
Martinez Link		0	11	7	4	2	2	5	4	4	8	6	6	3	2	0	
Total Passengers	6	13	78	71	40	29	29	36	42	48	68	59	45	33	17	7	1

Total Route 10	51
Total Route 11	109
Total Route 12	56
Total Route 15	54
Total Route 16	145
Total Route 17	0
Total Route 18	0
Total C3	143
Martinez Link	64
Total	622

Distribution By Time Of Day Fixed Route 07/18/2023



Distribution by Time of Day - WestCAT Express

Date: 7/18/2023

	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		4	6	5	4							6	8	8	6	4	
JPX		22	33	27	15	16	15	12	17	18	20	27	33	29	14	13	6
J	6	20	43	32	33	17	17	15	17	22	21	51	52	42	31	21	11
Total Passengers	6	46	82	64	52	33	32	27	34	40	41	84	93	79	51	38	17

	21:00-21:59	22:00-22:59	23:00-23:59	24:00-24:59
JX				
JPX				
J	7	5	2	0
Total Passengers	7	5	2	0

JX	51
JPX	317
J	465
Total	833

Distribution by Time of Day -Lynx Transbay

Date: 7/18/2023

	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	0	41	111	65	12	3	3	1	2	7	22	65	122	114	45	14	10
Total Passengers	0	41	111	65	12	3	3	1	2	7	22	65	122	114	45	14	10

	21:00-21:59
TransBay LYNX	0
Total Passengers	0

Total Lynx	637
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formula created from page 7

WESTCAT

NOVEMBER 2023 UPDATES



NEW DRIVERS ALERT



WestCAT recently welcomed 12 new drivers. These drivers went through 116 hours. Consisting of classroom training. Where they watched videos and discussed topics like adverse weather, distracted driving, ADA sensitivity, mobility aids, on-time performance, professional conduct with passengers, and threats of violence. Along with actual behind the wheel and observation training.



New Dial-A-Ride Vans -



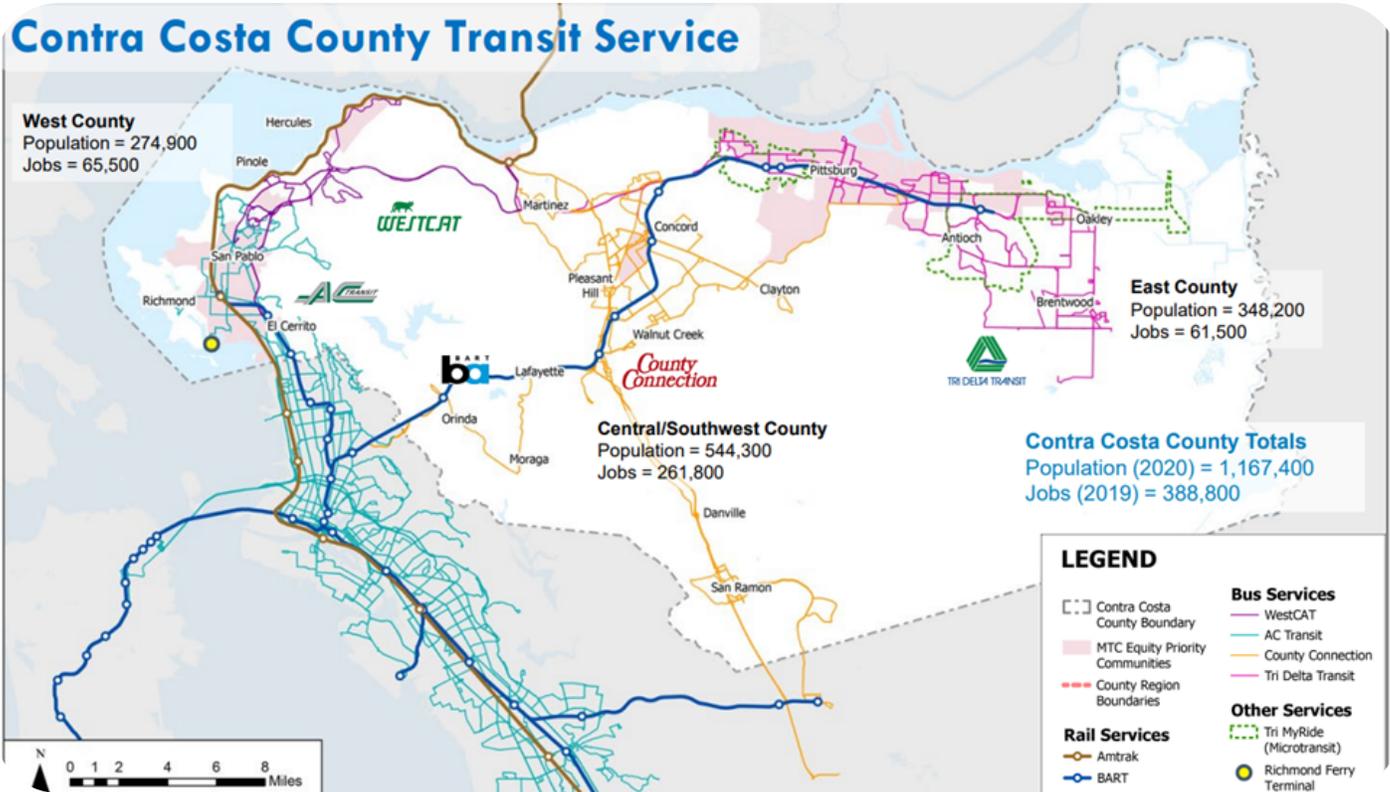
In July the Board of Directors voted and approved the replacement of two Paratransit vans through the CalACT/ MBTA Procurement. The vans recently arrived to our yard and is now awaiting the proper WestCAT decals to be added before they go in service.

Upcoming Gillig Factory Tour

We have tentatively set up our pre-production meeting and tour of the Gillig factory down in Livermore. On Tuesday, November 28th .

We have a limited number of people that can attend. The tour would start at 8:30AM and likely end after lunch around 12 or 1pm. If your interested in joining the pre- production meeting, please speak with General Manager Rob Thompson as soon as possible.

CCTA WORKSHOP



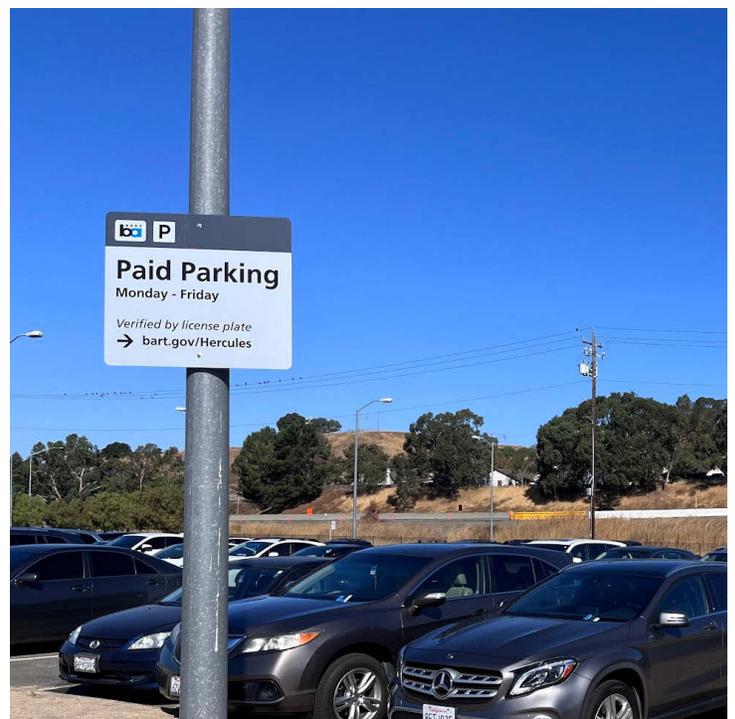
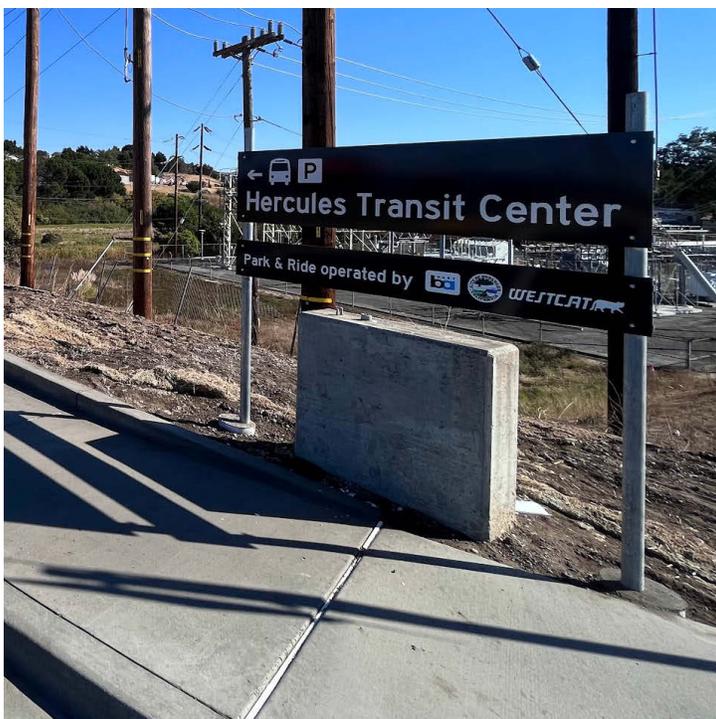
Contra Costa Transit Authority (CCTA) hosted a 2 day Board workshop last month looking at the future of Transportation in Contra Costa County and the current work that is being undertaken by CCTA. the 4 Bus Transit operators attended the second day and presented on current service trends, partnerships and collaborations, Micro-transit, Service Hotspots, and the transition to Zero-Emission Vehicles. Chair Mauren Toms and Board Alternates Chris Kelley and Devin Murphy were also in attendance at the workshop

New Way to Pay to Park at - Hercules Transit Center -



Happy to report that the Hercules parking signs are now up.

New Way to Pay to Park at the Hercules Transit Center. Buy reserved parking on the official BART app or on BART's website. Single/multi-day reserved parking available now, and monthly reserved available 11/1. For more information, visit bart.gov/herculesparking.



WestCAT NOW HIRING - Transit Planner -



**WestCAT is currently hiring a Transit -
Planner at our Pinole Office. The Planner -
position will be responsible for assisting in
the development of the Authority's long
range, short range, and capital planning
forecasts, and provision of technical and
analytical resources to the General -
Manager to enable the Authority to -
provide safe, reliable, and effective transit -
service which responds to the community -
and passenger needs. -**



Thanksgiving Donations



If you would like to make a donation for our Thanksgiving boxes, please sign your name on the list, along with what you will be donating. All boxes will help passengers, co-workers and members of our community have a great Thanksgiving dinner. The list will be hanging outside the dispatch office. The last day to donate will be Monday 11/20

Turkeys

Potatoes

Stuffing

Cake Mix

Cranberry Sauce

Canned Vegetables

Dinner Rolls

Pies



If you have any questions please see Donesha



AGENDA ITEM 1.5

TO: WCCTA Board of Directors **DATE:** November 9 2023
FROM: Rob Thompson

General Manager

SUBJECT: Proposed 2024 WCCTA Administration and Operations Holiday Schedule.

WestCAT Administrative Holidays 2024
 (Office Closed)

WestCAT Operations Holidays 2024
 (Holiday Service Schedule)

1/1/2024 Monday - New Year's Day	JL/JR	Sunday Service Only
1/15/2024 Monday - Martin Luther King, Jr. Birthday	JL/JR, DAR, Local (11, 19) LYNX *JX, JPX, 30Z, C3	Saturday Service Reg Lynx Service No Service
2/19/2024 Monday - Presidents Day	JL/JR, DAR, Local (11, 19)	Saturday Service
5/27/2024 Monday - Memorial Day	JL/JR	Sunday Service
6/19/2024 Wednesday-Juneteenth	ALL MODES	Reg. Wkdy Service
7/5/2024 Monday - Independence Day (Observed)	JL/JR	Sunday Service
9/2/2024 Monday - Labor Day	JL/JR	Sunday Service Only
11/11/2024 Monday -Veterans Day	LYNX JL/JR, DAR, Local (11, 19) *JX, 30Z, JPX, C3	Reg. Wkdy Service Saturday Service No Service
11/21/2024 Thursday-Thanksgiving Day	JL/JR	Sunday Service Only
11/22/2024 Friday - Day After Thanksgiving Day	JR/JL, DAR, Local (11, 19) *JX, LYNX, JPX, 30Z, C3	Saturday Service No Service
12/23-12/27/2024 Monday - Friday WestCAT Admin. December Holidays Observed		
12/24/2024 Tuesday - Christmas Eve	ALL MODES	Reg. Wkdy Service
12/25/2024 Wednesday - Christmas Day	JL/JR	Sunday Service Only

Agenda Item 2.2

Staff report – Changes to BART parking payment system – Information Only

BART is transitioning to a new reserved parking program at the Hercules Park & Ride starting November 1st, 2023. The current parking payment methods will be discontinued, and customers will pay for parking with the official BART app or BART's reserved parking website. Parking prices remain the same. Single/multi-day reserved parking (currently known as daily parking permits) will be available for \$3 per day and include a roundtrip WestCAT bus ride to the El Cerrito del Norte BART station. Monthly reserved parking will be available for \$63 per month and does not include a WestCAT bus pass.

For more information, please visit bart.gov/herculesparking.

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How to Pay

bart.gov/hercules

- Purchase Reserved Parking on BART Official app or on website
- Show your parking reservation to receive a free roundtrip WestCAT ride
- First-time parkers may use free parking in spaces 346-360

Payment required Mon-Fri

Payment verified by license plate.

Violators subject to citation and/or towing.
For towed vehicles, call 1-877-679-7000.
Use subject to parking rules at bart.gov/parking

Schedule – November 1st Transition Date

- Wed 9/27 – “Coming soon” targeted emails to existing customers
- Week of 10/16 – “Soft launch”
 - Parking signage installation begins
 - Single/multi-day reserved parking available for purchase
 - Enforcement with Clancy ends
- **Wed 11/1 – Transition date**
 - Monthly reserved parking available for purchase
 - Customers have until 11/14 to purchase
- Wed 11/15 – Official grace period ends
- Fri 12/1 – BART only; unofficial grace period ends.



Agenda Item 2.3

Staff Report on Amendment 1 to Agreement for Provision of Public Transit Services between WCCTA and MV Transportation, Inc.

The initial term of the agreement between WCCTA and MV Transportation is 3 years and 9 months, with an additional three one-year options that WCCTA can exercise at its sole discretion. The initial term has entered its final year and expires on June 30, 2024. This Amendment has been prepared jointly by WCCTA and MV staff to acknowledge that the collective bargaining agreement between MV Transportation and the Teamsters Union has recently been agreed upon but not yet ratified by the members. The vote was anticipated to take place on November 4, but was moved to later in November for internal Union issues, unrelated to the negotiation. The Union agreement will provide for increased wages and benefits that were not considered in the original agreement between WCCTA and MV Transportation.

Staff determined that the current wage scale was insufficient in hiring and retaining qualified transit operators and additional operational support staff. The nature of the agreement also means that some non-bargained employees' wages and benefits are directly tied to the operator's wages and so those additional costs are also included within the proposed Amendment (Road Supervisors and Dispatchers).

In addition, WCCTA staff have worked closely with MV to understand the needs of the Safety and Training Department and have concluded that an additional FTE was required. A Classroom Trainer has been recruited by MV and the associated wages and benefits have also been added as part of this Amendment.

The *Variable Rate*, which is the amount paid per service hour, will increase from \$57.55 to \$59.73, which is a 3.8% increase. This directly relates to the Increase in Operator wages and the *Fixed Monthly* cost will increase from \$271,537 to \$281,670.41, which is a 3.7% increase. This change is a result of the increase in wages and benefits for the Road Supervisors and Dispatch staff and the addition of the Classroom Trainer. These additional costs are the directly related costs to wages and associated taxes and benefits, no other monetary changes are proposed.

The proposed amendment reflects the continued partnership between WCCTA and MV in addressing the ongoing pressures imposed by the tight labor market. Both parties have made the necessary adjustments to remain competitive in attracting and retaining drivers, mechanics, and other key staff during the continued period of driver shortages.

WCCTA staff anticipated these cost increases when drawing up the current fiscal year budget and therefore no budget revisions are required at this time. After reviewing the proposed rates, WCCTA staff believe that approving this amendment will allow for our continued partnership with MV Transportation.

Recommended Action: Staff Recommends the Approval of Amendment 1 to the Agreement for Provision of Public Transit Services between WCCTA and MV Transportation and Authorize the General Manager to sign the Amendment upon Ratification by the Teamster Union members.

**AGREEMENT FOR THE PROVISION OF FIXED-ROUTE AND
PARATRANSIT SERVICE**

AMENDMENT NO. 1

THIS AMENDMENT IS MADE AND ENTERED INTO ON NOVEMBER ___, 2023 by and between THE WESTERN CONTRA COSTA TRANSIT AUTHORITY (“WCCTA”) AND MV TRANSPORTATION, INC. (“MV”). WCCTA and MV may each be referred to hereinafter individually as a “Party” or collectively as the “Parties.”

WHEREAS, WCCTA AND MV are parties to that certain Agreement referred to above and dated September 25, 2020 (the “Agreement”), pursuant to which MV provides certain transportation services to WCCTA; and

WHEREAS, MV and other transit employers have experienced challenges during and following the COVID pandemic in hiring and retaining qualified transit drivers and operations staff; and

WHEREAS, MV has recently concluded negotiation with its workforce and entered into new collective bargaining agreements that provide for increased wages and benefits that were not contemplated in the terms of the Agreement; and

WHEREAS, the Parties have agreed to the addition of a Classroom Trainer to the workforce employed by MV under the Agreement; and

WHEREAS, the Parties wish to amend the Agreement on the terms and subject to the conditions set forth herein.

NOW, THEREFORE, in consideration of the premises set forth above and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Definitions.** Capitalized terms used and not defined in this Amendment have the respective meanings assigned to them in the Agreement.
2. **Modifications.** The Agreement is modified as follows:

Compensation.

1.1 Compensation. The Parties agree to an equitable adjustment to MV’s rates as Proposed on Exhibit A (attached hereto) effective November 1, 2023.

1.2 Total Cost: The total cost of the Agreement shall be adjusted upward to reflect the Proposed rate increases as shown on Exhibit A.

3. **Ratification; No Waiver.** Except as expressly modified hereby, the Agreement and all documents, instruments, and agreements related thereto are hereby ratified and confirmed in all respects and shall continue in full force and effect. The execution, delivery, and effectiveness of this Amendment shall not operate as a waiver of any right, power, or remedy of either Party hereto under the Agreement, nor constitute a waiver of any provision of the Agreement. The Agreement shall, together with this Amendment, be read and construed as a single agreement. All references in the Agreement and any related documents, instruments, and agreements shall hereafter refer to the Agreement as modified hereby.

4. **Authority.** Each Party hereto represents and warrants that the execution and delivery by such Party of this Amendment and the performance by such Party of all of its agreements and obligations under the Agreement as modified hereby are within the organizational authority of such Party and have been duly authorized by all necessary organizational action on the part of such Party.

5. **Counterparts; Effectiveness.** This Amendment may be executed in one or more counterparts (including by means of telecopied signature page or as a PDF or similar attachment to an electronic communication), all of which shall be considered one and the same agreement, and shall become effective when one or more counterparts have been signed by each of the Parties and delivered to the other Parties.

IN WITNESS WHEREOF, the Parties have executed this Amendment on the date first written above.

MV TRANSPORTATION, INC.

By: _____
 Name: _____
 Title: _____

**THE WESTERN CONTRA COSTA TRANSIT
 AUTHORITY**

By: _____
 Name: _____
 Title: _____

Approved as to form:

Pinole, CA - Wage Increase Request

Operators (Addition to amount on Form 1.1(b)) **\$200,557.13**

Operators Wage increases:

Starting Wage from	\$23.50	to	\$24.75
Average Wage from	\$26.12	to	\$27.37

Dispatch (Addition to amount on Form 1.1(b)) **\$14,885.86**

Dispatch Wage increases:

Starting Wage from	\$25.270	to	\$26.520
Average Wage from	\$26.182	to	\$27.432

Road Supervisor (Addition to amount on Form 1.1(b)) **\$17,859.00**

Road Supervisor Wage increases:

Starting Wage from	\$26.06	to	\$27.31
Average Wage from	\$28.06	to	\$29.31

**Fully Burdened includes Payroll Taxes, WC, PTO/Vacation/Sick*

Total Cost **\$233,301.99**

added - Classroom Trainer

Hourly Rate \$28.06/hr \$88,856.00

**Fully Burdened includes Payroll Taxes, WC, PTO/Vacation/Sick*

Total Cost **\$88,856.00**

Updated Total Cost **\$322,157.99**

	Current	Proposed	Variance	% increase
Variable Rate	57.55	59.73	2.18	3.8%
Fixed Rate	271,537.00	281,670.41	10,133.41	3.7%

Agenda Item 2.4

Staff Report – WestCAT Reserves and Board Policy

When staff presented the FY23-24 budget we indicated that we would return to the Board to discuss the current reserve levels, potential changes to the individual reserves, and the *Minimum Reserve Balance* set by the Board. We had planned to do this in conjunction with a more in-depth conversation on funding and in particular the BART Feeder Bus Funds, however, due to a number of delays in arranging meetings with staff at MTC and BART, we wanted to start the discussion today in preparation for a more in-depth discussion in December.

Staff had an initial meeting with MTC Executive Director Andrew Fremier in mid-October and have submitted a letter to BART General Manager Bob Powers from the four operators (WestCAT, County Connection, Tri Delta, LAVTA) to confirm BART's intentions going forward regarding the Feeder Bus Funds. The meeting with MTC staff was positive, and while no direct commitment was made, a general understanding of the importance of these services and how intrinsic they are to the larger regional network was agreed upon, along with the initial proposals of a potential funding framework that could help fund the Feeder Bus services in the lead up to a *Transportation Measure* in the upcoming years. Once this framework is established staff will return to the Board to discuss the consequences and potential service changes that may need to be considered in 2024.

Tonight, we will start the initial conversation on our *Reserves* but will carry over the discussion next month and based on Board input, prepare more defined policies that the Board could consider next month.

The Board has had a *Reserve Policy* in place for many years, currently, the board-approved reserves are as follows:

Insurance Reserve - \$40,000

Vehicle Reserve - \$150,000

Facility Reserve - \$100,000

The Board has also had a *Reserve Minimum Balance* set at \$2,000,000

While we are still finalizing our Independent Financial Audit for FY22/23, we anticipate that the *Reserve Balance* on July 1st, 2023, will be \$10,200,000.

At the August Board meeting, the Board approved the replacement and purchase of twelve new vehicles. Staff anticipates that the draw on our reserves will be \$1,538,000 for those vehicles. And then in September, the Board approved the purchase of six 35ft Gillig vehicles with a likely local commitment of \$1,830,834.

While Staff continues to work on alternative sources, we do want to show the full amount needed for local match as 'obligated' and thus, we would have a current available reserve balance of \$6.9M.

At the request of MTC, staff recently submitted updated financial projections that were based on specific formulaic projections from MTC that undertook to ensure all operators submitted *apples-to-apples* data. From our perspective, the results showed that at current service levels, our reserves would be fully drawn down by early in FY25/26. A copy of those projections is included in this staff report.

The Finance and Administration Committee will meet before the Board meeting to discuss potential options for establishing a *new Reserve Policy*. Potential options would be to keep “X” number of months of reserves on hand, a percentage of annual operating costs, or a fixed dollar amount.

Staff Recommendation – Information Only, Direction to Staff

