



Western Contra Costa
Transit Authority

NOTICE OF MEETING

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

DATE: May 13, 2021 (Thursday)
TIME: 6:30 PM
PLACE: Via Zoom conference call (access details below)

DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Directors, staff and the public may participate remotely:

Topic: WCCTA Board Meeting May 13, 2021
Time: 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/87349398792>

Meeting ID: 873 4939 8792
One tap mobile
+16699006833,,87349398792# US (San Jose)
+12532158782,,87349398792# US (Tacoma)

Dial by your location
+1 669 900 6833 US (San Jose)
Meeting ID: 873 4939 8792
Find your local number: <https://us02web.zoom.us/u/kVggUKoCl>

Public comments may be submitted via email to info@westcat.org. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the committee Directors before or during the meeting. Comments submitted after the meeting is called to order will be included in correspondence that will be provided to the full Board.

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 before the meeting or time when services are needed will assist the Authority staff in assuring that reasonable arrangement 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. The 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 March 11, 2021. *
- 1.2 Approval of Expenditures of March & April, 2021. *
- 1.3 Receive Contractors Monthly Management Report for February & March, 2021. *
[Action Requested: Approve Items 1.1 and 1.2 and Receive Item 1.3]

2.0 ITEMS FOR BOARD ACTION / DISCUSSION

- 2.1 Update on Operating Conditions, Ridership Trends, and Near-Term and Longer-Term Service Deployment Strategy. **[Action Requested: Discussion and Direction to Staff].**
- 2.2 Presentation and Discussion of FY21 3rd Quarter Financial and Operating Data Report. **[Action Requested: Discussion and Direction to Staff]. ***
- 2.3 Presentation and Adoption of FY20-21 Adjusted Operations Budget, and Proposed FY21-22 Capital and Operations Budget. **[Action Requested: Formal Adoption of Adjusted FY20-21 and Proposed FY21-22 Operations and Capital Budget or 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

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). WCCTA Board meetings are prerecorded and posted for public viewing on the Authority's website at this link: <https://www.westcat.org/Home/InsBoard>. 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 June 10, 2021



Western Contra Costa
Transit Authority

Agenda Item 1.1

WESTERN CONTRA COSTA TRANSIT AUTHORITY

BOARD OF DIRECTORS

MEETING MINUTES

March 11, 2021

Regular Meeting

6:30 P.M. via Zoom Conference Call

The Board of Directors Meeting was held via teleconference due to COVID-19. Members of the public did not attend this meeting in person. Directors, staff, and the public participated remotely.

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

Chair Martinez-Rubin called the meeting to order at 6:30 P.M. and led the Pledge of Allegiance.

DIRECTORS PRESENT

Chair Norma Martinez-Rubin, Vice-Chair Aleida Andrino-Chavez (6:33 PM), Chris Kelley, Dion Bailey, Dr. Maureen Powers (6:33 PM), Tom Hansen, Maureen Toms

STAFF PRESENT

Charles Anderson, General Manager, Rob Thompson, Assistant General Manager, Mike Furnary, Transit Grants and Compliance Manager, Andramica McFadden, Human Resource Analyst, and Compliance Specialist, Yvonne Morrow, Manager of Marketing and Administrative Services, Erenia Rivera, Accounting Clerk

GUESTS PRESENT

Peter Edwards, MV Transportation General Manager

B. APPROVAL OF AGENDA

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

MOTION: A motion was made by Director Kelley, seconded by Director Toms to approve the agenda. The motion was carried by the following vote:

Ayes: 5–Kelley, Bailey, Hansen, Martinez-Rubin, Toms

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

DUE TO COVID-19, The public was notified in advance of the meeting that public comments could be submitted via email to info@westcat.org, and comments submitted before the meeting would be provided to the Directors before or during the meeting. Any comments submitted after the meeting was called to order would be included in correspondence that would be provided to the full Board.

NONE.

1) CONSENT CALENDAR

Following an inquiry to the Board, Vice-Chair Andrino-Chavez abstained from the motion due to her absence from the January 25, 2021, WCCTA Board of Directors meeting. The remainder of the Board (6 members) reported that there were no conflicts with any items on the Consent Calendar.

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

Ayes: 6– Martinez-Rubin, Bailey, Kelley, Powers, Hansen, Toms

Abstained: 1- Andrino-Chavez

2) ITEMS FOR BOARD ACTION / DISCUSSION

2.1 **Consideration and Adoption of Resolution 2021-01 Authorizing the Filing of an Application with the Metropolitan Transportation Commission for Allocation of Transportation Development Act / State Transit Assistance Funds / Net Bridge Toll Revenues / Feeder Bus Funds and Regional Measure 2 Operating Funds for Fiscal Year 2021/2022.** Action Requested: Formal Adoption of Resolution 2021-01

Chair Martinez-Rubin introduced the item. Assistant General Manager Thompson provided a staff report.

Board members made comments and asked questions. Assistant General Manager Thompson answered questions.

No public comment.

MOTION: A motion was made by Vice-Chair Andrino-Chavez, seconded by Director Toms to Adopt Resolution 2021-01 Authorizing the Filing of an Application with the Metropolitan Transportation Commission for Allocation of Transportation Development Act / State Transit Assistance Funds / Net Bridge Toll Revenues / Feeder Bus Funds and Regional Measure 2 Operating Funds for Fiscal Year 2021/2022. The motion was carried by the following vote:

Ayes: 7–Andrino-Chavez, Kelley, Bailey, Powers, Hansen, Martinez-Rubin, Toms

2.2 **Consideration and Adoption of Resolution 2021-02 Authorizing the Execution of Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) for Spare the Fare-Free Rides on Weekday Spare the Air Days (while funding permits), \$130,188.00.** Action Requested: Formal Adoption of Resolution 2021-02

Chair Martinez-Rubin introduced the item. Assistant General Manager Thompson provided a staff report.

Board members made comments and asked questions. Assistant General Manager Thompson answered questions.

Assistant General Manager Thompson stated that it is difficult to predict what the ridership will be on any upcoming Free Ride-Spare the Air Days, because of the current capacity restrictions on board the buses due to the pandemic. Ridership levels remain low. There is no recent data to compare to, so we will have to wait and see how many free days we will be able to fund this year. The program was in place last year, but due to the pandemic, we weren't charging any fares on any of the routes, so the funding was used to offset the lack of fares collected during that time.

No public comment.

MOTION: A motion was made by Director Bailey, seconded by Director Kelley to Adopt Resolution 2021-02 Authorizing the Execution of Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) for Spare the Fare-Free Rides on Weekday Spare the Air Days (while funding permits), \$130,188.00. The motion was carried by the following vote:

Ayes: 7–Andrino-Chavez, Kelley, Bailey, Powers, Hansen, Martinez-Rubin, Toms

2.3 Consideration and Adoption of Resolution 2021-03 Authorizing the Filing of an Application for FTA Formula Program and Surface Transportation Programs Funding for Vehicle Replacements and ADA Set-Aside and Committing the Necessary Local Match for the Project(s) and Stating the Assurance of WCCTA to Complete the Project. Action Requested: Formal Adoption of Resolution 2021-03

Chair Martinez-Rubin introduced the item. Assistant General Manager Thompson provided a staff report.

Board members made comments and asked questions. Assistant General Manager Thompson and General Manager Anderson answered questions.

No public comment.

MOTION: A motion was made by Director Kelley, seconded by Director Powers to Select Director Powers to Adopt Resolution 2021-03 Authorizing the Filing of an Application for FTA Formula Program and Surface Transportation Programs Funding for Vehicle Replacements and ADA Set-Aside and Committing the Necessary Local Match for the Project(s) and Stating the Assurance of WCCTA to Complete the Project. The motion was carried by the following vote:

Ayes: 7–Andrino-Chavez, Kelley, Bailey, Powers, Hansen, Martinez-Rubin, Toms

2.4 Presentation and Discussion of FY2021 2nd Quarter Financial and Operating Data Report: Information Only

Chair Martinez-Rubin introduced the item. General Manager Anderson provided a staff report.

Board members made comments and asked questions. General Manager Anderson answered questions.

3) COMMITTEE REPORTS

3.1 General Manager's Report

General Manager Anderson provided a report on the following:

1. The upcoming budget process and the status of new funding (Federal CRRSSA Relief Funds, and the American Rescue Plan), and unknown factors that will affect various expense line items such as; still operating at reduced service levels and maintaining capacity limitations, while anticipating that there may be more demand once the two school districts in our area return to in-person instruction, and people begin returning to their jobs as COVID-19 stay-at-home orders are lifted
2. WCCTA's operator MV Transportation is conducting training to expand the available driver

pool

General Manager Anderson paused, and asked MV Transportation General Manager, Peter Edwards, to speak to this.

MV General Manager Edwards provided a report. He stated that as of this meeting, they've been able to put four new drivers on the road and three more will be starting a class at the end of March. They're in a good position right now, they have six drivers on extra-board, so he would consider that they're fully staffed. However, if we went back to full-service today, those six drivers would be pushed to regular service and they would be looking for more drivers for extra-board. That is why they continue to hire so that they're fully prepared for when we do go back to full service.

General Manager Anderson extended his thanks to Peter and his crew and continued with his report.

3. We will begin providing free transportation this weekend to vaccination sites within the County in coordination with the Health Department

Director Toms asked a question. General Manager Anderson responded.

4. Some good news, the Chief Health Officer for the County has said that he would authorize a member of his staff to allocate slots to our drivers to be vaccinated. We've submitted a contact list to them of interested drivers, and we're trying to encourage drivers to get vaccinated to the extent possible. We expect those appointments to become available either this week or early next week, and we're allowing drivers to be off to get vaccinated. We're also making the arrangements to the extent that we can.
5. The Blue Ribbon Transit Recovery Task Force (BRTRTF) continues to meet and its next formal meeting is Monday, March 22. It is live-streamed on the MTC website at 1:05 PM. Nothing formal has come out yet, and no formal recommendations have been made. However, he thinks that the enthusiasm for the big transformational vision is waning a little bit. It is being tempered by reality.

The two factors that are involved in that are the COVID situation has placed most of the transit agencies into survival mode and there's recognition that further investment in restructuring doesn't provide a lot of service on the street and this may not be the time to move forward with the big vision. There are a lot of other factors that will be raised in discussions as this moves forward to some kind of formal recommendation, but there is a growing acknowledgment on the Blue Ribbon Task Force and some of the advocates part that you can't do a big transformational change without funding to support it.

Thus, we'll see how the discussion goes, there are about four more meetings before they conclude their work. However, he does think there has been some positive movement over the last couple of meetings and a change in tone, which he thinks is helpful

6. The GM's of the East Bay suburban bus operators are now meeting regularly with Tim Haile the Executive Director of CCTA and his staff. Those meetings also include Federal Glover and Amy Worth who are Contra Costa's MTC Commissioners. Amy is a member of the Blue Ribbon Task Force. These meetings are to just discuss Task Force work and also the larger effort to better integrate transit with CCTA's vision and transportation objectives. Maureen Powers was in attendance today, she is the Ex-Officio Representative to Contra Costa Transportation Authority (Representing the Bus Transit Coordinating Council). She attends the CCTA meetings and is the spokesperson for the interest of the bus transit operators

Director Powers provided some comments and observations regarding the recent CCTA meeting that she had attended. General Manager Anderson provided some additional comments. He added that we will try and keep the Board informed at future board meetings about the content of those meetings

and how those feed into the Blue Ribbon Task Force's efforts.

7. The bus wash work is underway again, we've had the permits released and the contractor is back to work. Because of the delays, the completion date is now in August.

General Manager Anderson concluded his report.

Chair Martinez-Rubin asked MV Transportation General Manager Peter Edwards a question. MV General Manager Edwards responded.

3.2 WCCTAC Report

Vice-Chair Andrino-Chavez on the following:

1. The presentation of CCTA's Vision Zero Transportation Safety Policy
2. Discussion on the Measure J Program 20B Funds (WCCTA are recipients of these funds)

4) CORRESPONDENCE

Chair Martinez-Rubin introduced the item. General Manager Anderson provided a brief staff report on the following correspondence that was included in the board packet:

- 4.1 February 26, 2021 Letter from MTC and Undersigned Parties to Speaker Pelosi and Members of the Bay Area Congressional Delegation Supporting Passage of the American Rescue Plan Act of 2021.
- 4.2 March 5, 2021 Letter from Bay Area Transit Operators to the Metropolitan Transportation Commission in Support of the MTC Staff Proposal for Distribution of Transit Emergency Relief Funds from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA).

Board members made comments and asked questions. General Manager Anderson answered questions.

5) BOARD COMMUNICATION

Chair Martinez-Rubin made some closing comments on the one-year anniversary since the World Health Organization announced that we had a pandemic.

Director Powers closed with some comments on the Blue Ribbon Task Force process.

6) ADJOURNMENT

At 7:50 PM, Chair Martinez-Rubin adjourned the regular meeting of the W CCTA Board of Directors of March 11, 2021.

Norma Martinez-Rubin, Chair

Date

Charles Anderson, Secretary

Date

A/P DISBURSEMENTS MARCH 2021

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AGENDA

ITEM # 1.2

Filter Criteria includes: 1) Vendor IDs from MV Transportation to MV Transportation; 2) Posted Transactions only; 3) 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
2/28/21	50800-10 Purchased Transportation, Op	2/2021	Feb service	466,791.51	
	50800-10 Purchased Transportation, Op		Feb EB drivers	49,834.48	
	50800-41 Purchased Transp, Veh Maint		Feb maintenance	81,217.00	
	50600-10 Insurance, Operations		Feb liability ins	12,024.17	
	50800-10 Purchased Transportation, Op		Less Feb pymt for estimated svc		--547,825.60
	20100 Accounts Payable		MV Transportation		62,041.56
3/3/21	50800-10 Purchased Transportation, Op	3/21	Mar estimated service	575,000.10	
	20100 Accounts Payable		MV Transportation		575,000.10
				<u>1,184,867.26</u>	<u>1,184,867.26</u>

1,184,867.26 +
547,825.6 -
637,041.66

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
3/12/21	50501-10 Telephone, Operations	16190337	Phone service Oct-Dec 2020 and Jan-Mar 2021	529.75	
	50501-60 Telephone, Admin		Phone service Oct-Dec 2020 and Jan-Mar 2021	264.87	
	20100 Accounts Payable		AT&T		794.62
3/26/21	50215-60 Fringe Benefits, Admin	6/2020	Check replacement for check #13141 dated May 16, 2020	667.54	
	20200 Accrued Payroll Liabilities		Check replacement for check #13141 dated May 16, 2020	288.77	
	20100 Accounts Payable		BCC		956.31
2/26/21	50500-10 Utilities, Operations	2/2021	Water service 12/23/20-2/26/21	346.99	
	50500-60 Utilities, Admin		Water service 12/23/20-2/26/21	173.49	
	20100 Accounts Payable		EBMUD		520.48
2/26/21	50500-10 Utilities, Operations	2/21	Water service 12/23/20-2/26/21	486.22	
	50500-60 Utilities, Admin		Water service 12/23/20-2/26/21	243.10	
	20100 Accounts Payable		EBMUD		729.32
3/18/21	50300-42 Outside Service, Non-Veh Mai	INV0006	Feb cleaning	2,301.00	
	20100 Accounts Payable		GCI JANITORIAL SERVICES		2,301.00
4/1/21	50215-60 Fringe Benefits, Admin	4/21	April dental insurance	799.70	
	20100 Accounts Payable		Health Care Dental		799.70
4/1/21	50215-60 Fringe Benefits, Admin	4/21	April medical ins	11,038.06	
	20100 Accounts Payable		Kaiser Foundation Health Plan, Inc.		11,038.06
2/26/21	50499-60 Other Mat & Supplies, Admin	2787031011	Office supplies	33.00	
	20100 Accounts Payable		Staples		33.00
2/11/21	50300-42 Outside Service, Non-Veh Mai	5580	Alarm (Sump in alarm)	2,141.74	
	20100 Accounts Payable		Superior Undergroud Tank Serv.		2,141.74
				19,314.23	19,314.23

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
1/1/21	11101 Transp. Vehicles & Equipment 20100 Accounts Payable	90067553	Install Clipper OBE #170-174 (orig inv dtd 10/19/20) CUBIC	4,704.69	4,704.69
1/31/21	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	004	Jan Bus wash replacement Saboo Inc.	22,914.00	22,914.00
				27,618.69	27,618.69

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
3/9/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	M-42906	SB989, Feb inspection overfill prevent and underground testing Afforda-Test	2,520.00	2,520.00
3/1/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	74436	Duplicated keys Armor Locksmith Services	39.30	39.30
2/28/21	50410-10 Postage, Operations 50410-60 Postage, Admin 50300-42 Outside Service, Non-Veh Mai 50499-60 Other Mat & Supplies, Admin 50401-10 Fuel & Lubricants 11103 Office Equipment & Furniture 20100 Accounts Payable	2/21	Feb Postage Feb postage Zoom and Dropbox Office supplies Propane Computer network equip/upgrades Bank of America Business Card	16.66 8.33 163.76 524.28 31.08 3,729.80	4,473.91
3/1/21	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	3/21	March cell phone reimbursement March cell phone reimbursement Charles Anderson	40.00 20.00	60.00
2/28/21	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	129900	Vehicle parts Chuck's Brake & Wheel	2,430.71	2,430.71
2/28/21	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	1120	Buswash Cinchem LLC	1,905.54	1,905.54
2/28/21	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	M- 14468763	Uniform Cintas Corporation	1,542.31	1,542.31
4/1/21	50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable	4/21	April LTD April supplemental life ins BCC	646.91 288.77	935.68
3/1/21	10204 A/R Accrual - MV Liability In 20100 Accounts Payable	14-2021-Feb	Ins admin fee California Transit Systems	8,091.85	8,091.85
3/18/21	40107-1 Passenger Fares, Cash, FR 20100 Accounts Payable	2/21	Returned six S/D 31-Day Local Passes Deanna Tang	120.00	120.00
2/2/21	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	57658	Vehicle parts Diesel Marine Electric	682.81	682.81
2/2/21	50499-41 Other Mat & Supplies,Veh Ma	67722696	Vehicle parts	936.74	

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	20100 Accounts Payable		FleetPride		936.74
3/1/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	M-21-276091	DEF, FCAB50, diesel and gasoline Flyers Energy, LLC (RCP)	21,067.74	21,067.74
2/27/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	247759	Vehicle repair unit #31 Ford Lincoln Fairfield	673.57	673.57
1/31/21	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	M062936.04*109878	Jan Bus wash task orders 3 & 4 Gannett Fleming, Inc.	11,396.42	11,396.42
2/26/21	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	062936.04*110921	Buswash project service task order 4 Gannett Fleming, Inc.	12,377.28	12,377.28
2/25/21	50499-41 Other Mat & Supplies, Veh Ma 10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	M-40781984	Vehicle parts Vehicle parts unit #402 DOA Gillig LLC	2,117.48 703.75	2,821.23
2/23/21	11101 Transp. Vehicles & Equipment 20100 Accounts Payable	FTI21000004S	CAD/AVL phase 3 retrofit Hanover Displays, Inc.	65,857.60	65,857.60
3/16/21	50300-60 Outside Services, Admin 20100 Accounts Payable	1287601	Feb legal service Hanson Bridgett LPP	70.00	70.00
2/24/21	50402-10 Tires & Tubes 50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-138402	Feb tires Vehicle repair unit #5 J & O's Commercial Tire Center	5,980.50 138.32	6,118.82
2/26/21	50499-41 Other Mat & Supplies, Veh Ma 50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-G101021	Vehicle parts Vehicle repair DPF units #165 and #405 Kenworth Pacific Holding	1,519.83 675.05	2,194.88
2/23/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	469.75	Vehicle parts Kimball Midwest	469.75	469.75
1/1/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	11199	Installed a shut off valve for the airline Kurt's Plumbing & Heating	500.00	500.00
2/22/21	50300-10 Outside Services, Operations 20100 Accounts Payable	0003	Clipper fees for Nov and Dec 2020 Livermore/Amador Valley-	1,138.22	1,138.22
3/5/21	11105 Oper, Maint & Admin Facility	M-29014	Buswash replacement project	2,247.00	

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	20100 Accounts Payable		MatriScope Engineering Laboratories, Inc		2,247.00
2/27/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	376383	Vehicle parts Napa Auto Parts Antioch	2,949.66	 2,949.66
2/22/21	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	71545130	March copier Pacific Office Automation/Lease	356.16	 356.16
2/2/21	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	239053	Excess color meter Pacific Office Automation/Service	12.38	 12.38
3/3/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	6908728-00	Vehicle repair unit #164 Pacific Power Group, LLC	1,608.55	 1,608.55
1/23/21	50908-10 Marketing & Advertising, Ope 20100 Accounts Payable	1/21	Newsletter ad FY 2021 Pinole Historical Society	180.00	 180.00
1/7/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	37888	Vehicle parts Precision Wireless Service	674.04	 674.04
2/25/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-901443331	Vehicle repair unit #206 Prevost Car, a division of	32,591.91	 32,591.91
3/5/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	100679C	Operator door repair R & S Erection of Richmond, Inc.	343.50	 343.50
3/10/21	50908-10 Marketing & Advertising, Ope 20100 Accounts Payable	5411	COVID-19 Website updates in English and Spanish Rico Visuals	1,000.00	 1,000.00
2/5/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	167599	Diesel Spartan Tank Lines, Inc.	21,319.47	 21,319.47
2/18/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	167891	Diesel Spartan Tank Lines, Inc.	22,328.94	 22,328.94
2/26/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	168107	Diesel and gas Spartan Tank Lines, Inc.	23,663.75	 23,663.75
2/21/21	50300-10 Outside Services, Operations 20100 Accounts Payable	2/21	DAR Tablets and phones T-MOBILE	3,864.24	 3,864.24
2/26/21	50499-41 Other Mat & Supplies, Veh Ma 20100	82318081	Vehicle parts The Aftermarket Parts Company,	459.59	 459.59

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable		LLC		
3/3/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-W28022-50	Vehicle repairs units #16, #20, #155, and #166 Tk Services, Inc.	8,648.01	8,648.01
3/10/21	50300-10 Outside Services, Operations 20100 Accounts Payable	M-INV636	Feb and Mar system maint and support TransTrack Systems, Inc.	7,800.00	7,800.00
2/21/21	50300-10 Outside Services, Operations 20100 Accounts Payable	9873831442	Cell phones 1/22-2/21/21 Verizon Wireless	557.34	557.34
3/18/21	40107-1 Passenger Fares, Cash, FR 20100 Accounts Payable	3/21	Passenger returned 3 G/P Lynx 31-Day Passes WageWorks	420.00	420.00
2/19/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	I500-00679252	Waste pick-up and drum World Oil Environmental Services	306.81	306.81
				279,755.71	279,755.71

A/P DISBURSEMENTS APRIL 2021

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
1/15/21	50901-60 Dues & Subscriptions, Admin 20100 Accounts Payable	605	2021 membership Bay Front Chamber of Commerce	200.00	 200.00
5/1/21	50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable	5/21	May LTD April suppl life insur BCC	646.91 288.77	 935.68
1/1/21	50401-10 Fuel & Lubricants 50401-10 Fuel & Lubricants 20100 Accounts Payable	M20-239897	Oct DEF (orig inv 10/5) Dec FCAB50 (orig inv 12/22) Flyers Energy, LLC (RCP)	203.70 811.13	 1,014.83
3/31/21	50800-10 Purchased Transportation, Ope 50800-10 Purchased Transportation, Ope 50800-41 Purchased Transp, Veh Maint 50600-10 Insurance, Operations 50800-10 Purchased Transportation, Ope 20100 Accounts Payable	3/2021	Mar service Mar E/B drivers Mar maintenance Mar liability insur Less pymt for estimated svc MV Transportation	518,074.36 61,059.69 81,216.00 14,106.71	 575,000.10 99,456.66
4/1/21	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	4/21	Apr estimated service MV Transportation	575,000.10	 575,000.10
				1,251,607.37	1,251,607.37

1,251,607.37 +
 575,000.1 -
676,607.27

WCCTA - WestCAT
Purchase Journal

Filter Criteria includes: 1) Vendor IDs: Saboo; 2) Posted Transactions only; 3) 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
3/31/21	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	005	Mar bus wash replacement Saboo Inc.	90,418.21	90,418.21
				<u>90,418.21</u>	<u>90,418.21</u>

WCCTA - WestCAT
Purchase Journal

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
4/6/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	04/21	Unwanted pallets pickup James Grimes	150.00	150.00
				<u>150.00</u>	<u>150.00</u>

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
1/22/21	51200-10 Rentals & Leases, Operations 20100 Accounts Payable	AR00001651	Use of one bay in the Transit Center (SF) Jan-Mar 2021 AC Transit	35,652.50	35,652.50
3/23/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	43308	March inspection Afforda-Test	100.00	100.00
4/13/21	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	16330519	April phone service April phone service AT&T	86.74 43.36	130.10
4/2/21	50300-10 Outside Services, Operations 20100 Accounts Payable	T125056	Annual permit renewal 6/1/21-6/1/22 Bay Area Air Quality Management	379.00	379.00
3/31/21	50410-10 Postage, Operations 50410-60 Postage, Admin 50300-43 O/S Service, Non-Veh, Compu 11103 Office Equipment & Furniture 50902-60 Travel Expense, Admin 50499-60 Other Mat & Supplies, Admin 50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	3/21	Mar postage Mar postage Dropbox and Zoom Network equipment and updates CTA and CalACT conf (Rob T.) Office supplies Computer network expense Bank of America Business Card	16.66 8.33 929.76 3,189.15 250.00 3,229.93 90.16	7,713.99
4/6/21	50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	M- INOJani2748380	Janitorial supplies CCP Industries Inc.	926.00	926.00
4/1/21	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	4/21	April cell phone reimbursement April cell phone reimbursement Charles Anderson	40.00 20.00	60.00
3/30/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- 130035	Vehicle parts Chuck's Brake & Wheel	8,036.94	8,036.94
3/25/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- 4079730297	Uniform Cintas Corporation	1,641.41	1,641.41
4/1/21	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	M-1000074419	March and April fiber optic network March and April fiber optic network Comcast Business	2,133.34 1,066.66	3,200.00
3/22/21	50499-41 Other Mat & Supplies, Veh Ma 10202	M-5213512	Vehicle parts Vehicle parts unit #37 DOA	55.57 2,022.63	

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
	A/R Accrual - MV & Insuranc 20100 Accounts Payable		2/16/21 Creative Bus Sales, Inc.		2,078.20
3/9/21	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	57703	Vehicle parts Diesel Marine Electric	786.60	786.60
3/31/21	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	CASA167460	Vehicle parts Fastenal Company	34.15	34.15
3/10/21	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	70058198	Vehicle parts FleetPride	161.14	161.14
3/29/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	M-21292640	DEF, motor oil, and FCAB50 Flyers Energy, LLC (RCP)	2,175.36	2,175.36
4/12/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	M- 21- 300446	DEF and motor oil Flyers Energy, LLC (RCP)	3,035.42	3,035.42
3/29/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	249653	Vehicle repair unit #38 Ford Lincoln Fairfield	490.00	490.00
4/17/21	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	062936.03*106018	Buswash support services- task order 3 Gannett Fleming, Inc.	16,512.35	16,512.35
4/15/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	INV0010	March cleaning GCI JANITORIAL SERVICES	2,301.00	2,301.00
2/11/21	50300-10 Outside Services, Operations 20100 Accounts Payable	90171529	Tech support GENFARE	300.00	300.00
3/30/21	50499-41 Other Mat & Supplies,Veh Ma 10202 A/R Accrual - MV & Insuranc 10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	M-40782482	Vehicle parts Vehicle parts unit #402 DOA 1/12/21 Vehicle parts unit #411 DOA 2/16/21 Gillig LLC	4,154.69 4,071.33 155.63	8,381.65
5/1/21	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	5/21	May dental insurance Health Care Dental	799.70	799.70
3/8/21	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	M- FOW320853	Vehicle parts Hilltop Ford	306.83	306.83
3/10/21	50402-10 Tires & Tubes 20100	138718	March tires J & O's Commercial Tire Center	5,424.05	5,424.05

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
	Accounts Payable				
5/1/21	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	5/21	May medical insurance Kaiser Foundation Health Plan, Inc.	11,038.06	11,038.06
3/22/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- D841315	Vehicle parts Kenworth Pacific Holding	5,511.52	5,511.52
3/22/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	8735128	Vehicle parts Kimball Midwest	476.17	476.17
4/2/21	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	M- 29122	Buswash replacement project MatriScope Engineering Laboratories, Inc	4,559.31	4,559.31
3/17/21	50500-10 Utilities, Operations 20100 Accounts Payable	2103676	Water analysis McC Campbell Analytical Services	127.10	127.10
3/26/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	M- 45-6921-144	Fire alarm service call, and quarterly maintenance Monterey Mechanical	896.00	896.00
3/31/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	379229	Vehicle parts Napa Auto Parts Antioch	5,537.88	5,537.88
1/15/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	21-8002	Towing services unit #158 Olivers Tow	680.34	680.34
3/15/21	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	301324	Excess color meter Pacific Office Automation/Service	19.37	19.37
2/8/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-6908032-00	Vehicle repair units #157 & # 159 Pacific Power Group, LLC	1,081.50	1,081.50
4/1/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	M-60347	Mar and Apr landscaping Pacific Site Landscaping	1,115.74	1,115.74
3/31/21	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	M- INV20460-32021	Phone service (Feb-Mar & Mar-Apr 2021) Phone service (Feb-Mar & Mar-Apr 2021) STREAMS	1,520.89 760.44	2,281.33
4/15/21	50300-10 Outside Services, Operations 20100 Accounts Payable	38188	Airtime fee Apr-Jun 2021 Precision Wireless Service	7,767.68	7,767.68
3/31/21	50500-10 Utilities, Operations	M- 0851-154106346	Feb and Mar service	1,154.03	

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	50500-60 Utilities, Admin 20100 Accounts Payable		Feb and Mar service Republic Services #851	577.01	1,731.04
3/4/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	168253	Diesel and gas Spartan Tank Lines, Inc.	23,970.17	23,970.17
3/12/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	168472	Diesel Spartan Tank Lines, Inc.	24,052.26	24,052.26
3/24/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	168753	Diesel Spartan Tank Lines, Inc.	23,804.11	23,804.11
3/30/21	50499-60 Other Mat & Supplies, Admin 20100 Accounts Payable	M-2807238881	Office supplies Staples	38.79	38.79
3/31/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	57-416014 3/21	Diesel fuel tax 1/1-3/31/21 State Board of Equalization	581.00	581.00
3/31/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	44-002477 3/21	Underground storage 1/1-3/31/21 State Board of Equalization (TK)	1,283.00	1,283.00
4/1/21	50500-10 Utilities, Operations 20100 Accounts Payable	SW-0212556	Annual storm water permit 4/1/21-3/31/22 State Water Resource Control Board	1,474.00	1,474.00
3/21/21	50300-10 Outside Services, Operations 20100 Accounts Payable	3/21	March DAR and phones T-MOBILE	3,864.24	3,864.24
3/26/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- 82344063	Vehicle parts The Aftermarket Parts Company, LLC	2,577.45	2,577.45
1/1/21	50300-43 O/S Service, Non-Veh, Compu 20100 Accounts Payable	INV0000000605	Jan System maintenance and support TransTrack Systems, Inc.	3,900.00	3,900.00
3/9/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M- 2103M	Vehicle parts Veritech	4,578.00	4,578.00
3/21/21	50300-10 Outside Services, Operations 20100 Accounts Payable	9875972328	March cell phones 2/22-3/21/21 Verizon Wireless	562.78	562.78
4/1/21	10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	0474	Vehicle repair unit #37 DOA 2/16/21 Walker's Auto Body	10,973.85	10,973.85
4/1/21	50300-42	200402	Lift inspection	622.50	

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Outside Service, Non-Veh Mai 20100 Accounts Payable		Walkers Hydraulics, Inc.		622.50
3/24/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M- 1500-00693047	Waste pick up World Oil Environmental Services	155.00	155.00
				245,886.58	245,886.58



Monthly Management Report Summary

February, FY 20/21

System & Program Summary

	February FY 20/21	February FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
System Total						
Total Passengers	24,446	100,585	-75.7	216,331	824,454	-73.8
Revenue Passengers	20,072	91,345	-78.0	20,072	750,292	-97.3
Weekday Total Passengers	22,225	95,052	-76.6	196,302	785,015	-75.0
Saturday Total Passengers	1,596	4,212	-62.1	13,287	26,221	-49.3
Sunday Total Passengers	625	1,321	-52.7	6,742	13,218	-49.0
Weekday Average Passengers	1,170	5,003	-76.6	1,190	4,729	-74.8
Saturday Average Passengers	319	702	-54.6	341	672	-49.3
Sunday Average Passengers	156	330	-52.7	169	339	-50.1
Vehicle Revenue Hours	5,382.86	8,615.95	-37.5	46,742.99	73,994.89	-36.8
Total Vehicle Hours	5,682.30	9,160.29	-38.0	49,469.63	78,956.23	-37.3
Revenue Vehicle Miles	92,251.3	154,371.8	-40.2	809,129.3	1,326,673.1	-39.0
Total Miles	104,558.0	170,657.0	-38.7	923,491.0	1,466,836.0	-37.0
Dial-A-Ride Program						
Number of Weekdays	19	19	0.0	164	166	-1.2
Number of Saturdays	5	6	-16.7	39	39	0.0
Total Passengers	1,009	2,960	-65.9	7,917	23,867	-66.8
Revenue Passengers	924	2,787	-66.8	924	22,472	-95.9
Weekday Total Passengers	866	2,683	-67.7	6,924	22,159	-68.8
Saturday Total Passengers	143	277	-48.4	993	1,708	-41.9
Weekday Average Passengers	46	141	-67.4	42	133	-68.4
Saturday Average Passengers	29	46	-37.0	25	44	-43.2
Vehicle Revenue Hours	579.36	1,265.64	-54.2	4,946.75	10,670.56	-53.6
Total Vehicle Hours	626.13	1,362.88	-54.1	5,490.69	11,603.81	-52.7
Productivity	1.74	2.34	-25.6	1.60	2.24	-28.6
Revenue Vehicle Miles	10,781.7	17,069.2	-36.8	93,263.1	137,894.9	-32.4
Total Miles	11,690.0	18,440.0	-36.6	101,307.1	150,134.0	-32.5
Express Routes Program						
Number of Weekdays	19	19	0.0	164	166	-1.2
Number of Saturdays	5	6	-16.7	39	39	0.0
Number of Sundays	4	4	0.0	40	39	2.6
Total Passengers	10,939	42,632	-74.3	95,159	344,657	-72.4
Revenue Passengers	8,854	39,128	-77.4	8,854	316,662	-97.2
Weekday Total Passengers	9,280	38,171	-75.7	79,164	311,837	-74.6
Saturday Total Passengers	1,034	3,140	-67.1	9,253	19,602	-52.8
Sunday Total Passengers	625	1,321	-52.7	6,742	13,218	-49.0
Weekday Average Passengers	488	2,009	-75.7	483	1,879	-74.3
Saturday Average Passengers	207	523	-60.4	237	503	-52.9
Sunday Average Passengers	156	330	-52.7	169	339	-50.1
Vehicle Revenue Hours	1,795.45	3,061.04	-41.3	15,651.99	26,235.23	-40.3
Total Vehicle Hours	1,880.21	3,316.21	-43.3	16,383.08	28,409.24	-42.3
Productivity	6.09	13.93	-56.3	6.08	13.14	-53.7
Revenue Vehicle Miles	24,557.1	55,199.4	-55.5	216,079.0	475,692.9	-54.6
Total Miles	26,080.9	60,306.2	-56.8	229,220.6	519,657.4	-55.9



Monthly Management Report Summary

February, FY 20/21

System & Program Summary

	February FY 20/21	February FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
Local Fixed Routes Program						
Number of Weekdays	19	19	0.0	164	166	-1.2
Number of Saturdays	5	6	-16.7	39	39	0.0
Total Passengers	7,009	25,639	-72.7	63,537	212,042	-70.0
Revenue Passengers	5,076	20,734	-75.5	5,076	171,985	-97.0
Weekday Total Passengers	6,590	24,844	-73.5	60,496	207,131	-70.8
Saturday Total Passengers	419	795	-47.3	3,041	4,911	-38.1
Weekday Average Passengers	347	1,308	-73.5	369	1,248	-70.4
Saturday Average Passengers	84	133	-36.8	78	126	-38.1
Vehicle Revenue Hours	2,270.04	2,856.22	-20.5	19,491.96	24,487.91	-20.4
Total Vehicle Hours	2,371.45	2,982.11	-20.5	20,363.08	25,631.87	-20.6
Productivity	3.09	8.98	-65.6	3.26	8.66	-62.4
Revenue Vehicle Miles	36,072.4	43,757.5	-17.6	309,973.7	376,787.9	-17.7
Total Miles	38,150.4	46,448.6	-17.9	327,808.5	399,617.6	-18.0
Transbay Lynx Program						
Number of Weekdays	19	19	0.0	166	168	-1.2
Total Passengers	5,489	29,354	-81.3	49,718	243,888	-79.6
Revenue Passengers	5,218	28,696	-81.8	5,218	239,173	-97.8
Weekday Total Passengers	5,489	29,354	-81.3	49,718	243,888	-79.6
Weekday Average Passengers	289	1,545	-81.3	300	1,452	-79.3
Vehicle Revenue Hours	738.01	1,433.05	-48.5	6,652.29	12,601.19	-47.2
Total Vehicle Hours	804.51	1,499.09	-46.3	7,232.78	13,311.31	-45.7
Productivity	7.44	20.48	-63.7	7.47	19.35	-61.4
Revenue Vehicle Miles	20,840.1	38,345.8	-45.7	189,813.4	336,297.3	-43.6
Total Miles	22,223.3	39,946.5	-44.4	201,888.6	350,378.2	-42.4

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation

Month & Fiscal Year- February 2021

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 9,208.00	\$ 9,208.00	\$ -	\$ 5,004.50	\$ 4,203.50
Cash Fare - Senior & Disabled	\$ 2,116.75	\$ 2,116.75	\$ 642.50	\$ 453.50	\$ 1,020.75
Cash Fare - Transfers	\$ 625.25	\$ 625.25	\$ 9.00	\$ 46.75	\$ 569.50
Cash Fare - Regional Paratransit	\$ 348.00	\$ 348.00	\$ 348.00		
Cash Fare - Local Day Pass Sales	\$ 1,168.00	\$ 1,168.00		\$ 38.50	\$ 1,129.50
Total Estimated Cash (a)	\$ 13,466.00	\$ 13,466.00	\$ 999.50	\$ 5,543.25	\$ 6,923.25
Over/(Short) Cash Count	\$ 0.93	\$ 0.93	\$ (0.19)	\$ 0.56	\$ 0.56
Bank Deposit Corrections	\$ -	\$ -			
Subtotal Cash Fare Deposit	\$ 13,466.93	\$ 13,466.93	\$ 999.31	\$ 5,543.81	\$ 6,923.81
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 175.00	\$ 175.00	\$ 175.00		
Clipper Sales	\$ -	\$ -			
Lynx 31-Day Pass Sales	\$ 1,050.00	\$ 1,050.00		\$ 1,050.00	
Lynx Stored Ride Pass Sales	\$ -	\$ -			
Local 31-Day Pass Sales	\$ 340.00	\$ 340.00			\$ 340.00
Local Stored Value Pass Sales	\$ -	\$ -			
Local Day Pass Sales (In-house)	\$ 17.50	\$ 17.50			\$ 17.50
East Bay Value Pass Sales	\$ -	\$ -			
Summer Youth Pass	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ (260.00)	\$ (260.00)		\$ (140.00)	\$ (120.00)
Subtotal Prepaid Sales Deposit	\$ 1,322.50	\$ 1,322.50	\$ 175.00	\$ 910.00	\$ 237.50
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
511 Contra Costa (JPX Promo)	\$ -	\$ -			
CCC Nutrition Tickets	\$ -	\$ -			
Lynx B1G1F	\$ 280.00	\$ 280.00		\$ 280.00	
Wage Works	\$ 730.00	\$ 730.00		\$ 630.00	\$ 100.00
Capital Corridor Vouchers	\$ -	\$ -			
WWCCTAC (S/D Clipper)	\$ -	\$ -			
John Swett USD	\$ -	\$ -			
511 CC	\$ -	\$ -			
CCTA (37.00 SBPP)	\$ 34.50	\$ 34.50			\$ 34.50
WCCUSD SBP	\$ -	\$ -			
City of Hercules Parking Permit Program	\$ 60.50	\$ 60.50			\$ 60.50
HTC Parking Combos	\$ 400.00	\$ 400.00			\$ 400.00
Cole Vocational	\$ -	\$ -			
Clipper	\$ 25,791.19	\$ 25,791.19		\$ 16,779.77	\$ 9,011.42
*Other	\$ -	\$ -			
*Other	\$ -	\$ -			
Subtotal Billings	\$ 27,296.19	\$ 27,296.19	\$ -	\$ 17,689.77	\$ 9,606.42
Total Passenger Revenue	\$ 42,085.62	\$ 42,085.62	\$ 1,174.31	\$ 24,143.58	\$ 16,767.73

	Monthly System Total	CYTD
Total Passenger Revenue Last Year	\$ 220,936.01	\$ 1,754,505.51

Preventable Accidents per Miles Driven in 12 Month
Period

February-21

	Miles	Accidents	Frequency 12 Month Period
FR	1,248,633	13	96,049
DAR	140,079	2	70,040

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	4	6	1	1	7	10
DAR	0	0	1	1	0	0	1	1



Passenger & Productivity Statistical Report

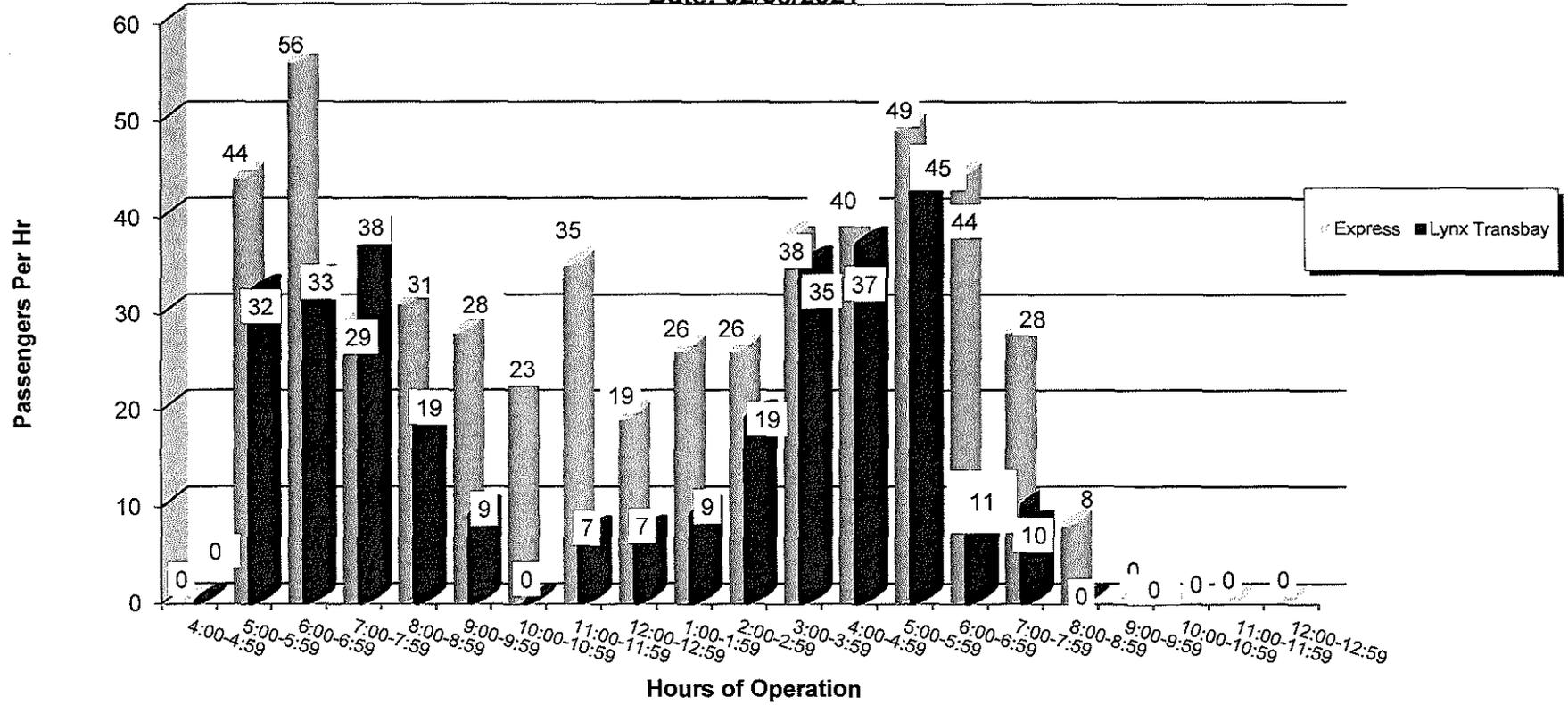
February, FY 20/21

System

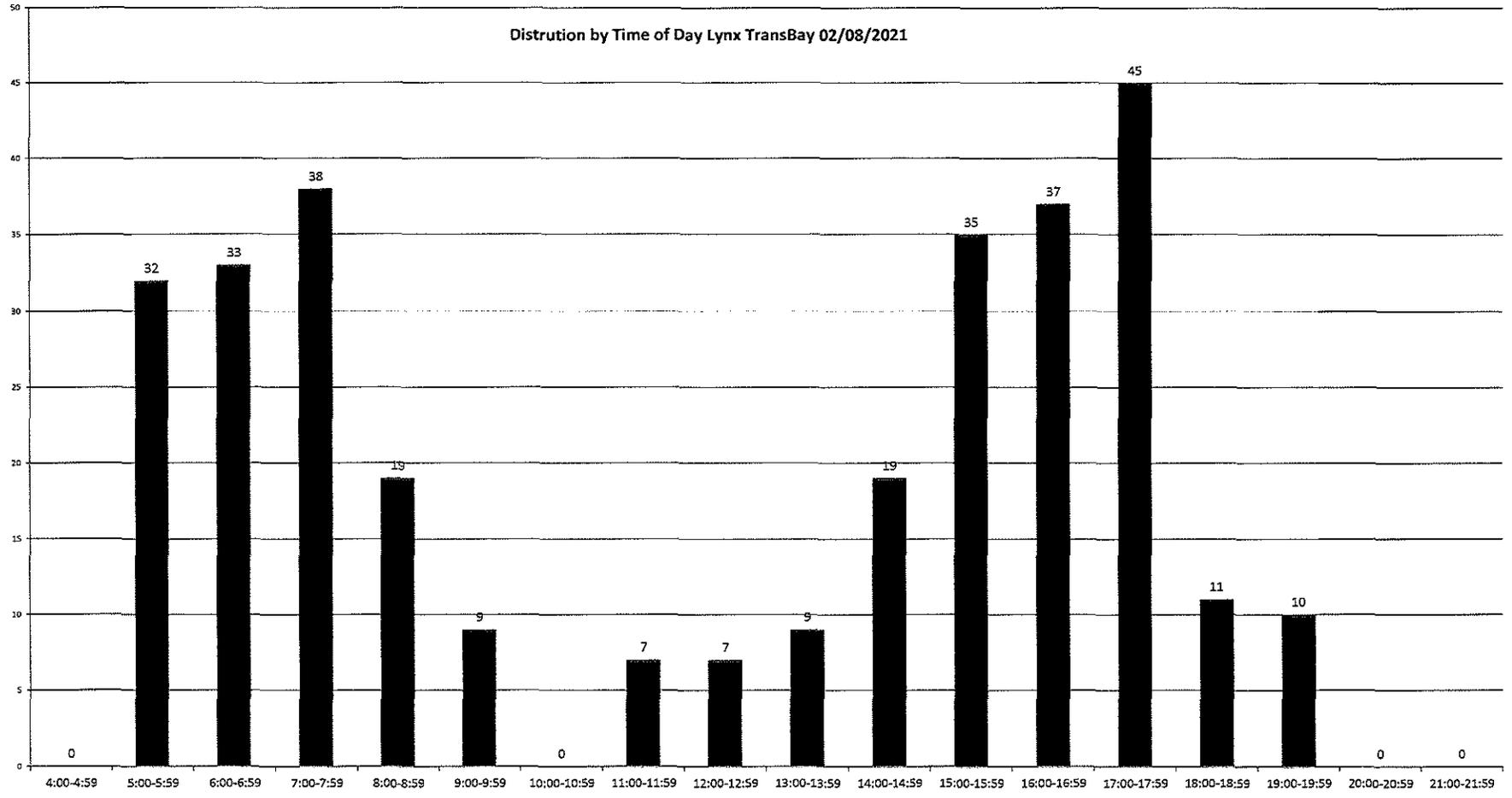
All Routes

Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	February			Fiscal Year To Date			February			Fiscal Year To Date		
	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change
Route 10 Weekday	2,426	562	-76.8	19,809	4,254	-78.5	10.8	3.3	-69.2	10.2	2.9	-71.4
Route 11 Weekday	4,153	1,188	-71.4	38,002	11,750	-69.1	11.1	3.9	-64.8	11.9	4.5	-62.3
Route 11 Saturday	377	233	-38.2	2,475	1,561	-36.9	5.0	3.9	-22.7	5.1	3.3	-35.0
Route 11 Total	4,530	1,421	-68.6	40,477	13,311	-67.1	10.1	3.9	-61.3	11.0	4.3	-60.9
Route 12 Weekday	2,625	620	-76.4	23,100	4,708	-79.6	9.8	3.1	-68.4	10.0	2.7	-72.7
Route 15 Weekday	1,916	499	-74.0	14,749	4,119	-72.1	8.9	2.4	-72.6	7.9	2.3	-70.4
Route 16 Weekday	4,921	1,456	-70.4	41,563	13,696	-67.0	8.7	2.7	-68.9	8.5	3.0	-65.0
Route 19 Saturday	418	186	-55.5	2,436	1,480	-39.2	5.0	2.9	-42.5	4.5	2.9	-34.2
Route 30Z Weekday	2,010	459	-77.2	17,876	4,293	-76.0	5.3	1.8	-66.6	5.4	1.9	-64.3
Route C3 Weekday	5,861	1,806	-69.2	44,398	17,676	-60.2	12.5	3.8	-69.5	10.8	4.3	-60.0
Route DAR Weekday	2,683	866	-67.7	22,159	6,924	-68.8	2.4	1.7	-29.4	2.3	1.6	-30.7
Route DAR Saturday	277	143	-48.4	1,708	993	-41.9	2.1	2.3	11.8	2.1	2.0	-5.6
Route DAR Total	2,960	1,009	-65.9	23,867	7,917	-66.8	2.3	1.7	-25.5	2.2	1.6	-28.4
Route J Weekday	20,115	5,056	-74.9	160,073	45,070	-71.8	14.7	5.4	-63.2	13.5	5.5	-58.8
Route J Saturday	3,140	1,034	-67.1	19,602	9,253	-52.8	11.1	6.0	-45.8	10.5	6.7	-35.7
Route J Sunday	1,321	625	-52.7	13,218	6,742	-49.0	8.4	4.6	-44.7	8.6	4.9	-42.5
Route J Total	24,576	6,715	-72.7	192,893	61,065	-68.3	13.6	5.4	-60.2	12.6	5.6	-55.4
Route JPX Weekday	11,337	4,224	-62.7	97,698	34,094	-65.1	13.3	7.6	-42.8	13.1	7.1	-45.9
Route LYNX Weekday	29,354	5,489	-81.3	243,888	49,718	-79.6	20.5	7.4	-63.7	19.4	7.5	-61.4
Total System-Wide	92,934	24,446	-73.7	762,754	216,331	-71.6	11.6	4.5	-60.9	11.1	4.6	-58.3

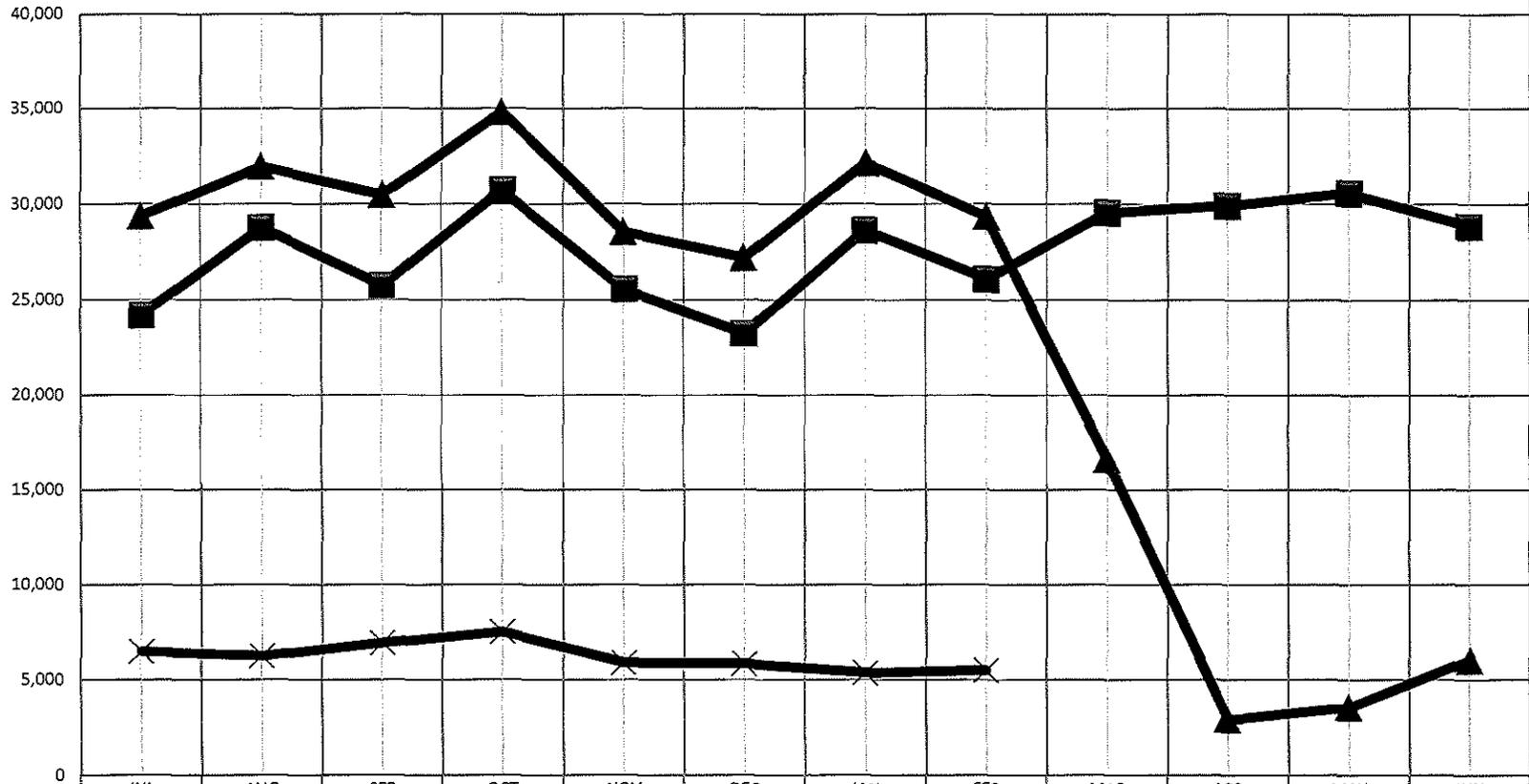
**Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day
Date: 02/08/2021**



Distrution by Time of Day Lynx TransBay 02/08/2021



WESCAT LYNX TRANSBAY 3YR STATS



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
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
ridership 19-20	29,377	31,950	30,473	34,801	28,565	27,211	32,156	29,354	16,590	2,903	3,523	5,998
ridership 20-21	6,469	6,233	6,937	7,520	5,877	5,835	5,358	5,489				

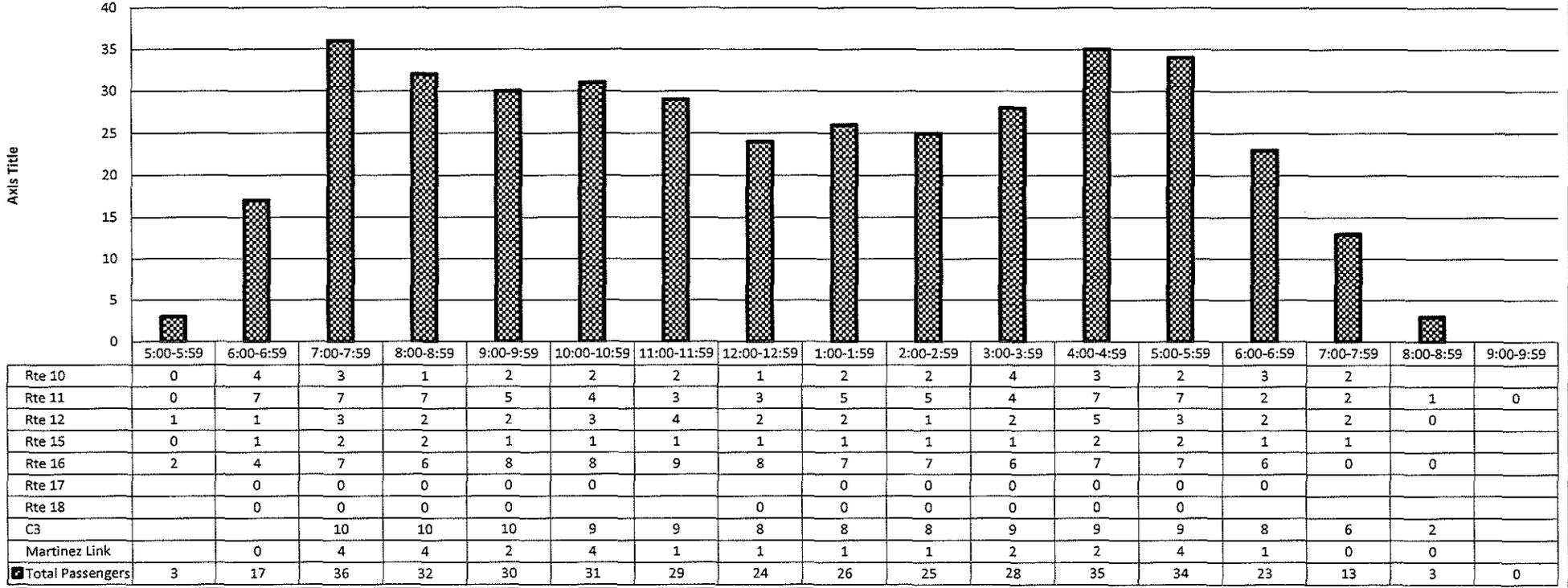
Distribution by Time of Day - Fixed Route

Date: 2/8/2021

	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	0	4	3	1	2	2	2	1	2	2	4	3	2	3	2		
Rte 11	0	7	7	7	5	4	3	3	5	5	4	7	7	2	2	1	0
Rte 12	1	1	3	2	2	3	4	2	2	1	2	5	3	2	2	0	
Rte 15	0	1	2	2	1	1	1	1	1	1	1	2	2	1	1		
Rte 16	2	4	7	6	8	8	9	8	7	7	6	7	7	6	0	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			10	10	10	9	9	8	8	8	9	9	9	8	6	2	
Martinez Link		0	4	4	2	4	1	1	1	1	2	2	4	1	0	0	
Total Passengers	3	17	36	32	30	31	29	24	26	25	28	35	34	23	13	3	0

Total Route 10	33
Total Route 11	69
Total Route 12	35
Total Route 15	18
Total Route 16	92
Total Route 17	0
Total Route 18	0
Total C3	115
Martinez Link	27
Total	389

Distrubtion By Time Of Day Fixed Route 02/08/2021



Distribution by Time of Day - WestCAT Express

Date: 2/8/2021

	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		0	0	0	0							0	0	0	0	0	
JPX		28	28	12	12	14	13	7	9	14	14	18	16	20	15	14	3
J	0	16	28	17	19	14	10	28	10	12	12	20	24	29	29	14	5
Total Passengers	0	44	56	29	31	28	23	35	19	26	26	38	40	49	44	28	8

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

JX	0
JPX	237
J	287
Total	524

Distribution by Time of Day -Lynx Transbay

Date: 2/8/2021

	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	32	33	38	19	9	0	7	7	9	19	35	37	45	11	10	0
Total Passengers	0	32	33	38	19	9	0	7	7	9	19	35	37	45	11	10	0

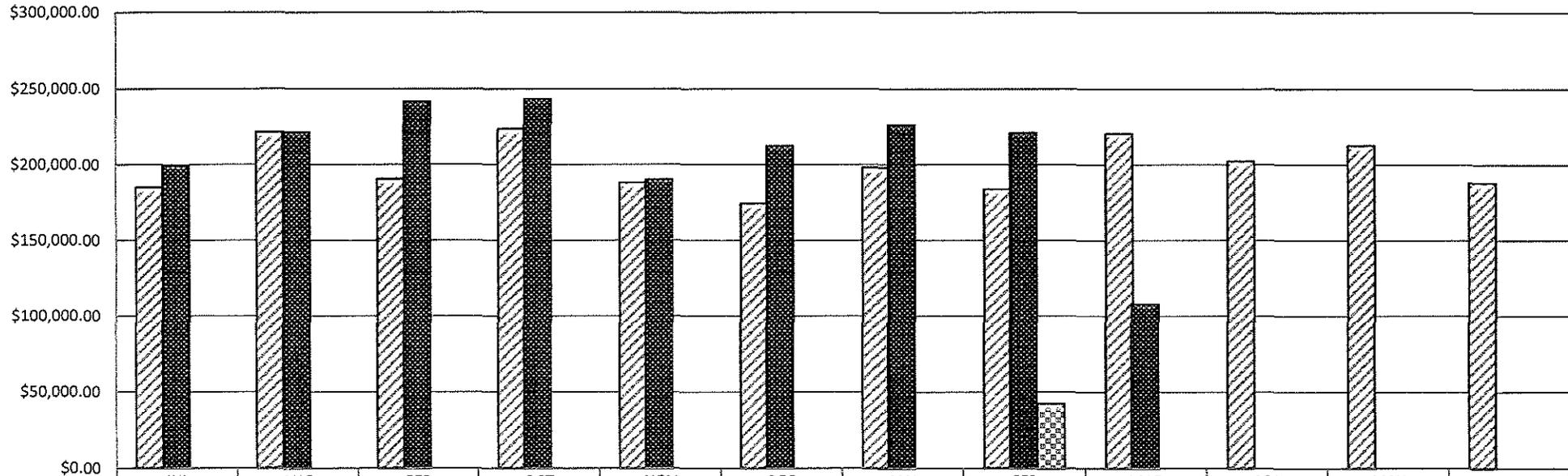
	21:00-21:59
TransBay LYNX	0
Total Passengers	0

Total Lynx	311
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formula created from page 7



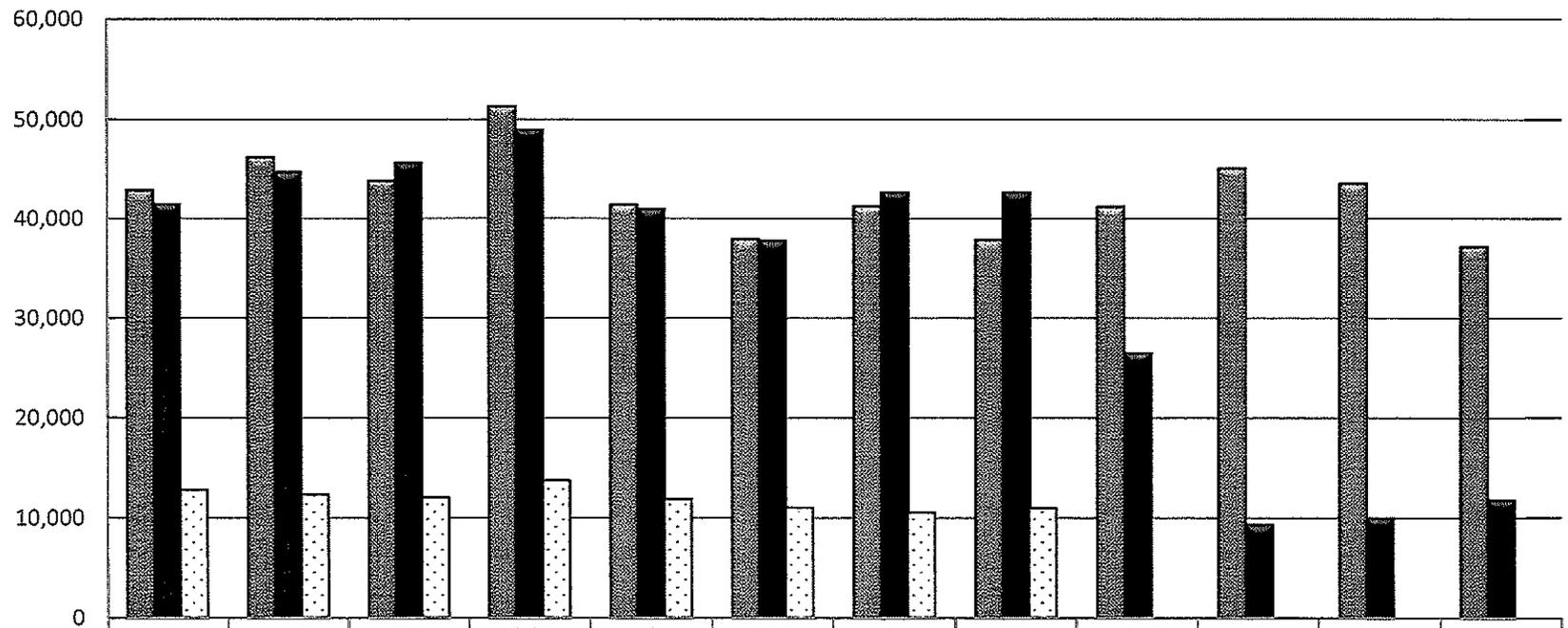
WESTCAT FAREBOX REVENUE



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
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
Revenue 19-20	\$199,206.18	\$221,340.72	\$241,336.85	\$243,362.84	\$190,009.53	\$212,229.82	\$226,083.56	\$220,936.01	\$107,779.19	\$0.00	\$0.00	\$0.00
Revenue 20-21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,085.62				



WESTCAT EXPRESS RIDERSHIP Includes Routes J, JX and JPX



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
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
ridership 19-20	41,469	44,659	45,626	48,958	40,948	37,767	42,598	42,632	26,430	9,304	9,946	11,773
ridership 20-21	12,788	12,338	11,991	13,743	11,855	10,982	10,523	10,939				



Monthly Management Report Summary

March, FY 20/21

System & Program Summary

	March FY 20/21	March FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
System Total						
Total Passengers	29,174	62,420	-53.3	245,505	886,874	-72.3
Revenue Passengers	25,228	49,395	-48.9	45,300	799,687	-94.3
Weekday Total Passengers	26,937	59,788	-54.9	223,239	844,803	-73.6
Saturday Total Passengers	1,495	1,536	-2.7	14,782	27,757	-46.7
Sunday Total Passengers	742	1,096	-32.3	7,484	14,314	-47.7
Weekday Average Passengers	1,171	2,718	-56.9	1,187	4,494	-73.6
Saturday Average Passengers	374	384	-2.6	344	646	-46.7
Sunday Average Passengers	186	219	-15.1	170	325	-47.7
Vehicle Revenue Hours	6,350.36	8,613.33	-26.3	53,093.35	82,608.23	-35.7
Total Vehicle Hours	6,701.19	9,210.42	-27.2	56,170.82	88,166.65	-36.3
Revenue Vehicle Miles	108,683.1	157,648.5	-31.1	917,812.3	1,484,321.6	-38.2
Total Miles	122,667.0	172,312.0	-28.8	1,046,158.0	1,639,148.0	-36.2
Dial-A-Ride Program						
Number of Weekdays	23	22	4.5	187	188	-0.5
Number of Saturdays	4	4	0.0	43	43	0.0
Total Passengers	1,107	1,603	-30.9	9,024	25,470	-64.6
Revenue Passengers	1,046	1,347	-22.3	1,970	23,819	-91.7
Weekday Total Passengers	975	1,494	-34.7	7,899	23,653	-66.6
Saturday Total Passengers	132	109	21.1	1,125	1,817	-38.1
Weekday Average Passengers	42	68	-38.2	42	126	-66.7
Saturday Average Passengers	33	27	22.2	26	42	-38.1
Vehicle Revenue Hours	667.13	790.71	-15.6	5,613.88	11,461.28	-51.0
Total Vehicle Hours	717.25	877.09	-18.2	6,207.94	12,480.90	-50.3
Productivity	1.66	2.03	-18.2	1.61	2.22	-27.5
Revenue Vehicle Miles	12,074.5	12,104.8	-0.3	105,337.7	149,999.8	-29.8
Total Miles	13,004.0	13,246.0	-1.8	114,311.1	163,380.0	-30.0
Express Routes Program						
Number of Weekdays	23	22	4.5	187	188	-0.5
Number of Saturdays	4	4	0.0	43	43	0.0
Number of Sundays	4	5	-20.0	44	44	0.0
Total Passengers	12,768	26,430	-51.7	107,927	371,087	-70.9
Revenue Passengers	11,127	20,778	-46.4	19,981	337,440	-94.1
Weekday Total Passengers	11,028	24,163	-54.4	90,192	336,000	-73.2
Saturday Total Passengers	998	1,171	-14.8	10,251	20,773	-50.7
Sunday Total Passengers	742	1,096	-32.3	7,484	14,314	-47.7
Weekday Average Passengers	479	1,098	-56.4	482	1,787	-73.0
Saturday Average Passengers	250	293	-14.7	238	483	-50.7
Sunday Average Passengers	186	219	-15.1	170	325	-47.7
Vehicle Revenue Hours	2,077.99	3,211.05	-35.3	17,729.98	29,446.28	-39.8
Total Vehicle Hours	2,176.95	3,474.85	-37.4	18,560.03	31,884.09	-41.8
Productivity	6.14	8.23	-25.4	6.09	12.60	-51.7
Revenue Vehicle Miles	28,181.4	57,787.4	-51.2	244,260.4	533,480.3	-54.2
Total Miles	29,960.4	63,074.1	-52.5	259,181.0	582,731.5	-55.5



Monthly Management Report Summary

March, FY 20/21

System & Program Summary

	March FY 20/21	March FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
Local Fixed Routes Program						
Number of Weekdays	23	22	4.5	187	188	-0.5
Number of Saturdays	4	4	0.0	43	43	0.0
Total Passengers	8,511	17,797	-52.2	72,048	229,839	-68.7
Revenue Passengers	6,480	12,524	-48.3	11,556	184,509	-93.7
Weekday Total Passengers	8,146	17,541	-53.6	68,642	224,672	-69.4
Saturday Total Passengers	365	256	42.6	3,406	5,167	-34.1
Weekday Average Passengers	354	797	-55.6	367	1,195	-69.3
Saturday Average Passengers	91	64	42.2	79	120	-34.2
Vehicle Revenue Hours	2,698.78	3,195.77	-15.6	22,190.74	27,683.68	-19.8
Total Vehicle Hours	2,820.03	3,352.01	-15.9	23,183.11	28,983.88	-20.0
Productivity	3.15	5.57	-43.4	3.25	8.30	-60.8
Revenue Vehicle Miles	42,866.5	49,188.8	-12.9	352,840.2	425,976.8	-17.2
Total Miles	45,342.5	52,133.0	-13.0	373,151.0	451,750.6	-17.4
Transbay Lynx Program						
Number of Weekdays	23	22	4.5	189	190	-0.5
Total Passengers	6,788	16,590	-59.1	56,506	260,478	-78.3
Revenue Passengers	6,575	14,746	-55.4	11,793	253,919	-95.4
Weekday Total Passengers	6,788	16,590	-59.1	56,506	260,478	-78.3
Weekday Average Passengers	295	754	-60.9	299	1,371	-78.2
Vehicle Revenue Hours	906.46	1,415.80	-36.0	7,558.75	14,016.99	-46.1
Total Vehicle Hours	986.96	1,506.47	-34.5	8,219.74	14,817.78	-44.5
Productivity	7.49	11.72	-36.1	7.48	18.58	-59.7
Revenue Vehicle Miles	25,560.7	38,567.5	-33.7	215,374.1	374,864.8	-42.5
Total Miles	27,235.1	40,343.5	-32.5	229,123.7	390,721.7	-41.4

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation

Month & Fiscal Year- March 2021

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 10,483.75	\$ 19,691.75	\$ -	\$ 4,785.75	\$ 5,698.00
Cash Fare - Senior & Disabled	\$ 2,693.50	\$ 4,810.25	\$ 780.00	\$ 532.00	\$ 1,381.50
Cash Fare - Transfers	\$ 762.00	\$ 1,387.25	\$ 8.00	\$ 57.50	\$ 696.50
Cash Fare - Regional Paratransit	\$ 348.00	\$ 696.00	\$ 348.00		
Cash Fare - Local Day Pass Sales	\$ 1,416.00	\$ 2,584.00		\$ 25.50	\$ 1,390.50
Total Estimated Cash (a)	\$ 15,703.25	\$ 29,169.25	\$ 1,136.00	\$ 5,400.75	\$ 9,166.50
Over/(Short) Cash Count	\$ 0.88	\$ 1.81	\$ 0.19	\$ 0.74	\$ (0.05)
Bank Deposit Corrections	\$ -	\$ -			
Subtotal Cash Fare Deposit	\$ 15,704.13	\$ 29,171.06	\$ 1,136.19	\$ 5,401.49	\$ 9,166.45
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 340.00	\$ 515.00	\$ 340.00		
Clipper Sales	\$ -	\$ -			
Lynx 31-Day Pass Sales	\$ 770.00	\$ 1,820.00		\$ 770.00	
Lynx Stored Ride Pass Sales	\$ 40.00	\$ 40.00		\$ 40.00	
Local 31-Day Pass Sales	\$ 240.00	\$ 580.00			\$ 240.00
Local Stored Value Pass Sales	\$ 20.00	\$ 20.00			\$ 20.00
Local Day Pass Sales (In-house)	\$ 17.50	\$ 35.00			\$ 17.50
East Bay Value Pass Sales	\$ -	\$ -			
Summer Youth Pass	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ (420.00)	\$ (680.00)		\$ (420.00)	
Subtotal Prepaid Sales Deposit	\$ 1,007.50	\$ 2,330.00	\$ 340.00	\$ 390.00	\$ 277.50
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
511 Contra Costa (JPX Promo)	\$ -	\$ -			
CCC Nutrition Tickets	\$ -	\$ -			
Lynx B1G1F	\$ 420.00	\$ 700.00		\$ 420.00	
Wage Works	\$ 650.00	\$ 1,380.00		\$ 630.00	\$ 20.00
Capital Corridor Vouchers	\$ 6.00	\$ 6.00			\$ 6.00
WWCCTAC (S/D Clipper)	\$ -	\$ -			
John Swett USD	\$ -	\$ -			
511 CC	\$ -	\$ -			
CCTA (37.00 SBPP)	\$ -	\$ 34.50			
WCCUSD SBP	\$ -	\$ -			
City of Hercules Parking Permit Program	\$ 89.38	\$ 149.88			\$ 89.38
HTC Parking Combos	\$ 40.00	\$ 440.00			\$ 40.00
Cole Vocational	\$ -	\$ -			
Clipper	\$ 33,354.53	\$ 59,145.72		\$ 21,965.30	\$ 11,389.23
*Other: West County (Day Passes)	\$ -	\$ -			
*Other	\$ -	\$ -			
Subtotal Billings	\$ 34,559.91	\$ 61,856.10	\$ -	\$ 23,015.30	\$ 11,544.61
Total Passenger Revenue	\$ 51,271.54	\$ 93,357.16	\$ 1,476.19	\$ 28,806.79	\$ 20,988.56

	Monthly System Total	CYTD
Total Passenger Revenue Last Year	\$ 107,779.19	\$ 1,862,284.70

Preventable Accidents per Miles Driven in 12 Month
Period

March-21

	Miles	Accidents	Frequency 12 Month Period
FR	1,200,635	13	92,357
DAR	139,837	2	69,919

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	1	4	7	1	0	8	11
DAR	0	1	1	2	0	0	1	1



Passenger & Productivity Statistical Report

March, FY 20/21

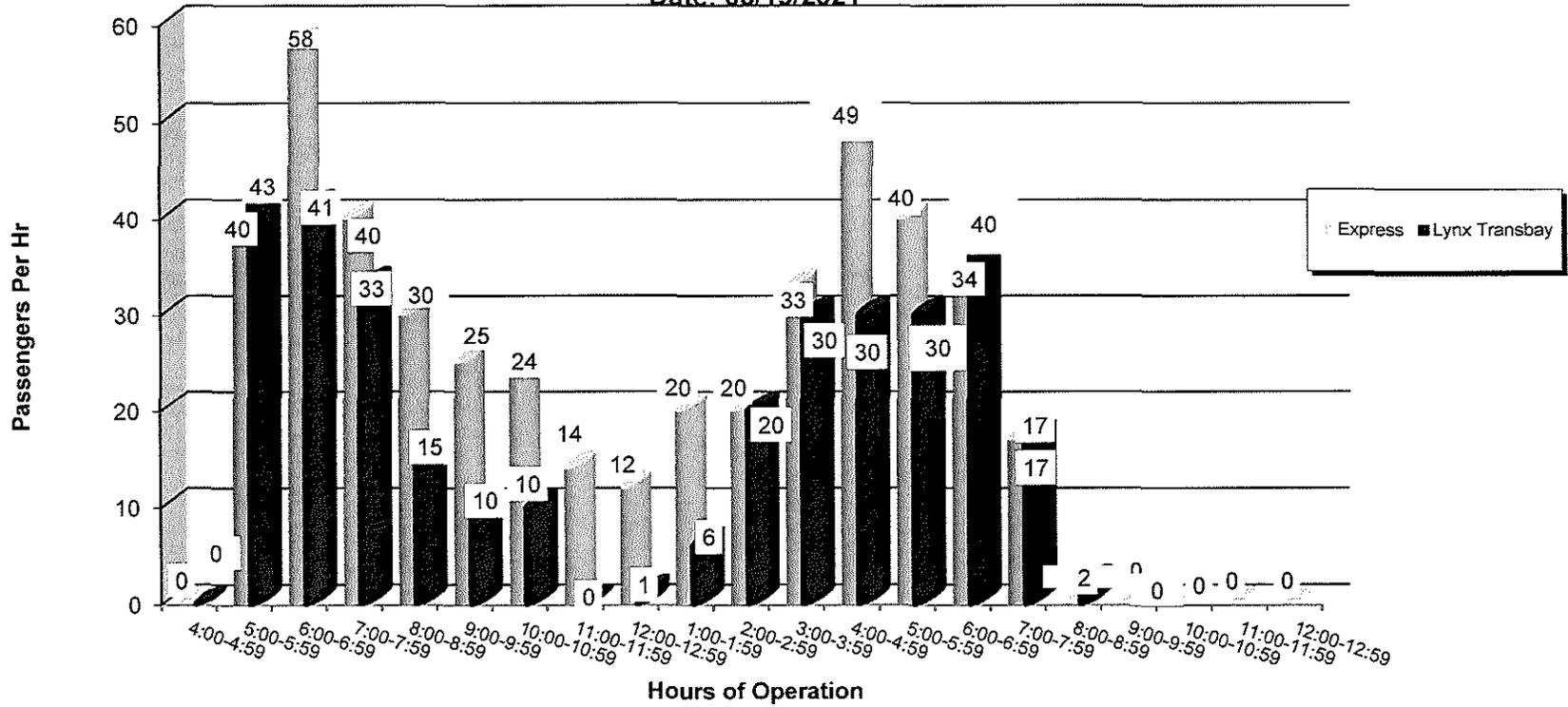
System

All Routes

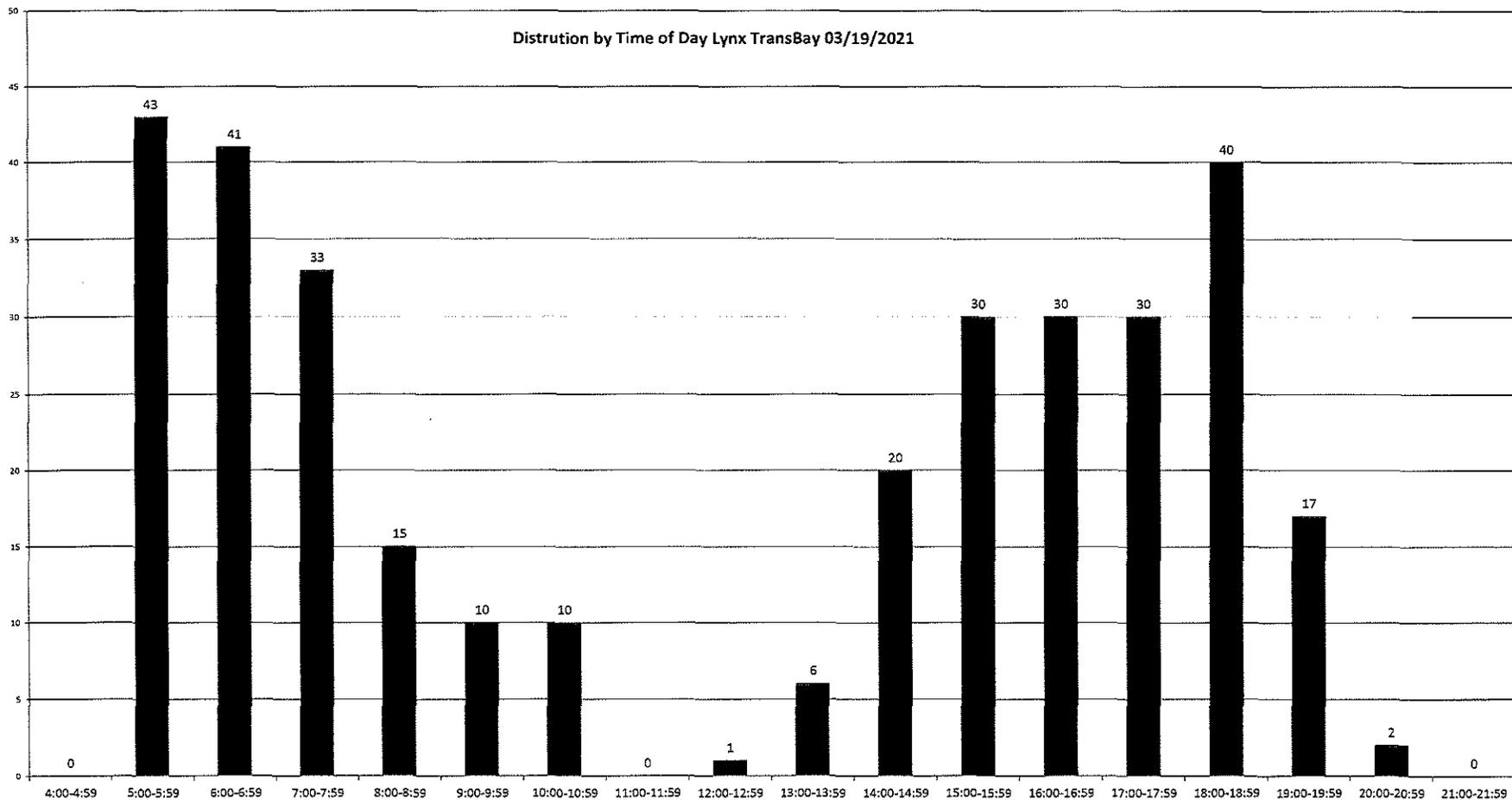
Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	March			Fiscal Year To Date			March			Fiscal Year To Date		
	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change
Route 10 Weekday	1,559	670	-57.0	21,368	4,924	-77.0	6.1	3.3	-46.7	9.7	3.0	-69.5
Route 11 Weekday	3,198	1,491	-53.4	41,200	13,241	-67.9	7.4	4.0	-45.4	11.4	4.4	-61.0
Route 11 Saturday	135	205	51.9	2,610	1,766	-32.3	2.7	4.3	57.3	4.9	3.4	-30.3
Route 11 Total	3,333	1,696	-49.1	43,810	15,007	-65.7	6.9	4.1	-41.2	10.5	4.3	-59.4
Route 12 Weekday	1,730	736	-57.5	24,830	5,444	-78.1	5.7	3.0	-47.1	9.5	2.8	-70.9
Route 15 Weekday	1,244	660	-46.9	15,993	4,779	-70.1	5.0	2.7	-46.9	7.5	2.4	-68.5
Route 16 Weekday	3,887	1,773	-54.4	45,450	15,469	-66.0	6.0	2.7	-54.4	8.2	2.9	-64.1
Route 19 Saturday	121	160	32.2	2,557	1,640	-35.9	2.2	3.1	42.5	4.3	3.0	-30.6
Route 30Z Weekday	1,408	608	-56.8	19,284	4,901	-74.6	3.3	1.9	-40.3	5.2	1.9	-62.6
Route C3 Weekday	3,984	2,208	-44.6	48,382	19,884	-58.9	7.4	3.8	-48.0	10.4	4.3	-59.0
Route DAR Weekday	1,494	975	-34.7	23,653	7,899	-66.6	2.0	1.6	-19.0	2.2	1.6	-29.8
Route DAR Saturday	109	132	21.1	1,817	1,125	-38.1	2.4	2.0	-17.6	2.1	2.0	-6.2
Route DAR Total	1,603	1,107	-30.9	25,470	9,024	-64.6	2.0	1.7	-18.1	2.2	1.6	-27.7
Route J Weekday	12,167	6,080	-50.0	172,240	51,150	-70.3	7.8	5.4	-31.5	12.8	5.5	-56.9
Route J Saturday	1,171	998	-14.8	20,773	10,251	-50.7	6.2	7.2	16.2	10.1	6.8	-32.8
Route J Sunday	1,096	742	-32.3	14,314	7,484	-47.7	5.5	5.5	-0.8	8.3	5.0	-39.5
Route J Total	14,434	7,820	-45.8	207,327	68,885	-66.8	7.4	5.6	-25.3	12.0	5.6	-53.3
Route JPX Weekday	8,436	4,948	-41.3	106,134	39,042	-63.2	8.6	7.4	-14.7	12.6	7.1	-43.4
Route LYNX Weekday	16,590	6,788	-59.1	260,478	56,506	-78.3	11.7	7.5	-36.1	18.6	7.5	-59.8
Total System-Wide	58,329	29,174	-50.0	821,083	245,505	-70.1	7.2	4.6	-36.3	10.7	4.6	-56.8

Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day

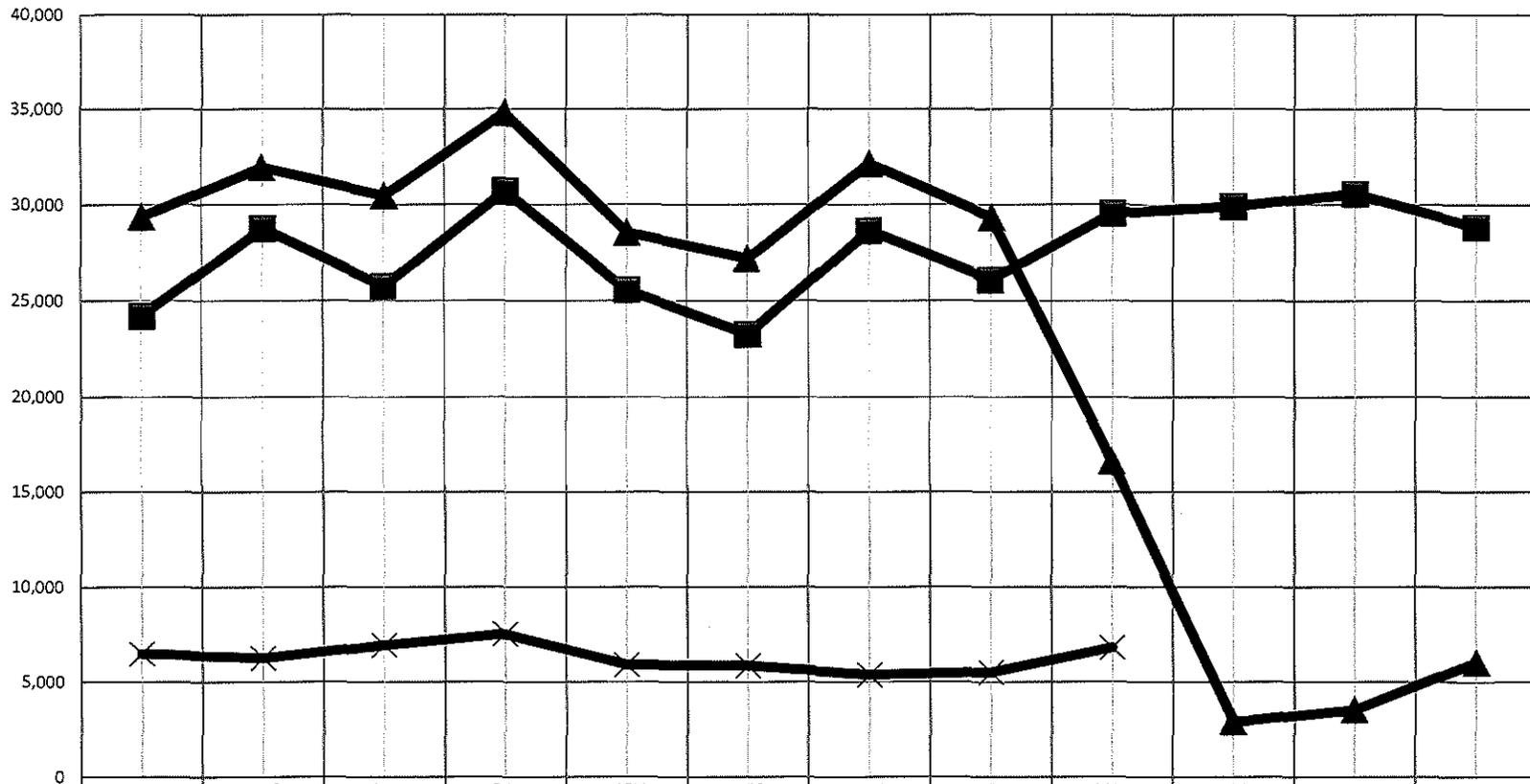
Date: 03/19/2021



Distrution by Time of Day Lynx TransBay 03/19/2021



WESCAT LYNX TRANSBAY 3YR STATS



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
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
ridership 19-20	29,377	31,950	30,473	34,801	28,565	27,211	32,156	29,354	16,590	2,903	3,523	5,998
ridership 20-21	6,469	6,233	6,937	7,520	5,877	5,835	5,358	5,489	6,788			

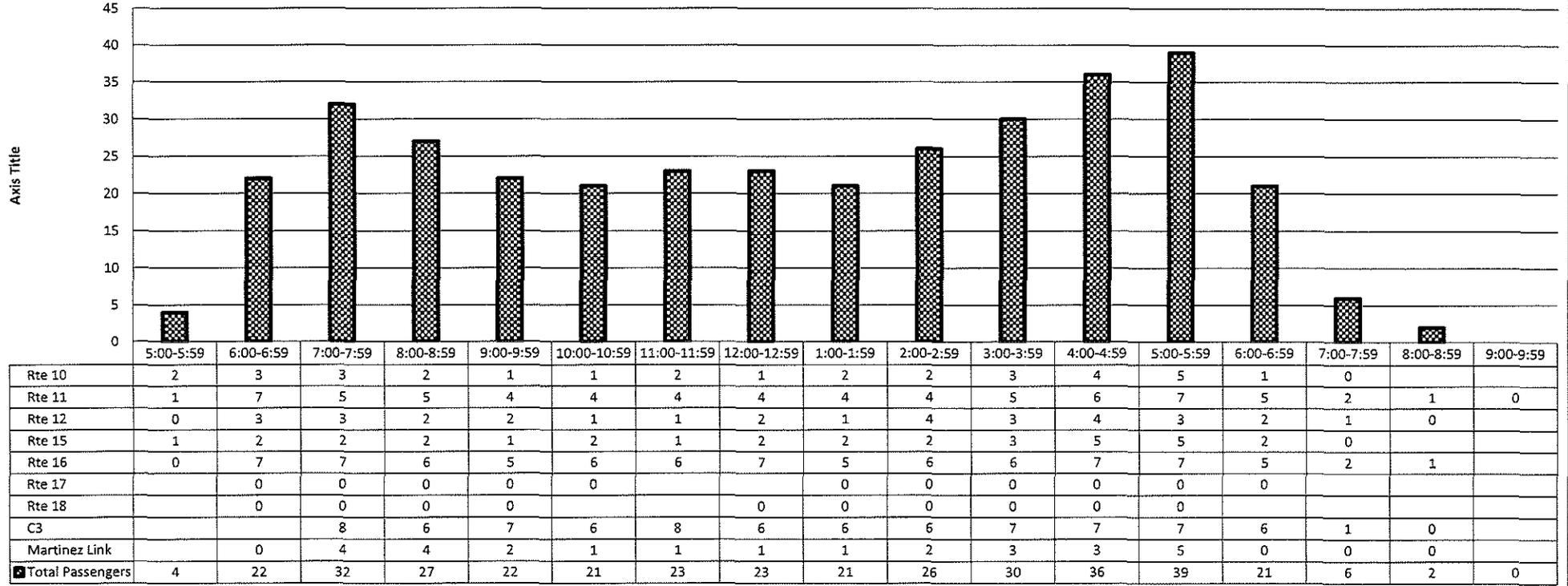
Distribution by Time of Day - Fixed Route

Date: 3/19/2021

	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	2	3	3	2	1	1	2	1	2	2	3	4	5	1	0		
Rte 11	1	7	5	5	4	4	4	4	4	4	5	6	7	5	2	1	0
Rte 12	0	3	3	2	2	1	1	2	1	4	3	4	3	2	1	0	
Rte 15	1	2	2	2	1	2	1	2	2	2	3	5	5	2	0		
Rte 16	0	7	7	6	5	6	6	7	5	6	6	7	7	5	2	1	
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			8	6	7	6	8	6	6	6	7	7	7	6	1	0	
Martinez Link		0	4	4	2	1	1	1	1	2	3	3	5	0	0	0	
Total Passengers	4	22	32	27	22	21	23	23	21	26	30	36	39	21	6	2	0

Total Route 10	32
Total Route 11	68
Total Route 12	32
Total Route 15	32
Total Route 16	83
Total Route 17	0
Total Route 18	0
Total C3	81
Martinez Link	27
Total	355

Distribution By Time Of Day Fixed Route 03/19/2021



Distribution by Time of Day - WestCAT Express

Date: 3/19/2021

	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		0	0	0	0							0	0	0	0	0	
JPX		20	29	18	15	13	12	8	5	10	10	17	29	20	5	3	0
J	0	20	29	22	15	12	12	6	7	10	10	16	20	20	29	14	0
Total Passengers	0	40	58	40	30	25	24	14	12	20	20	33	49	40	34	17	0

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

JX	0
JPX	214
J	242
Total	456

Distribution by Time of Day -Lynx Transbay

Date: 3/19/2021

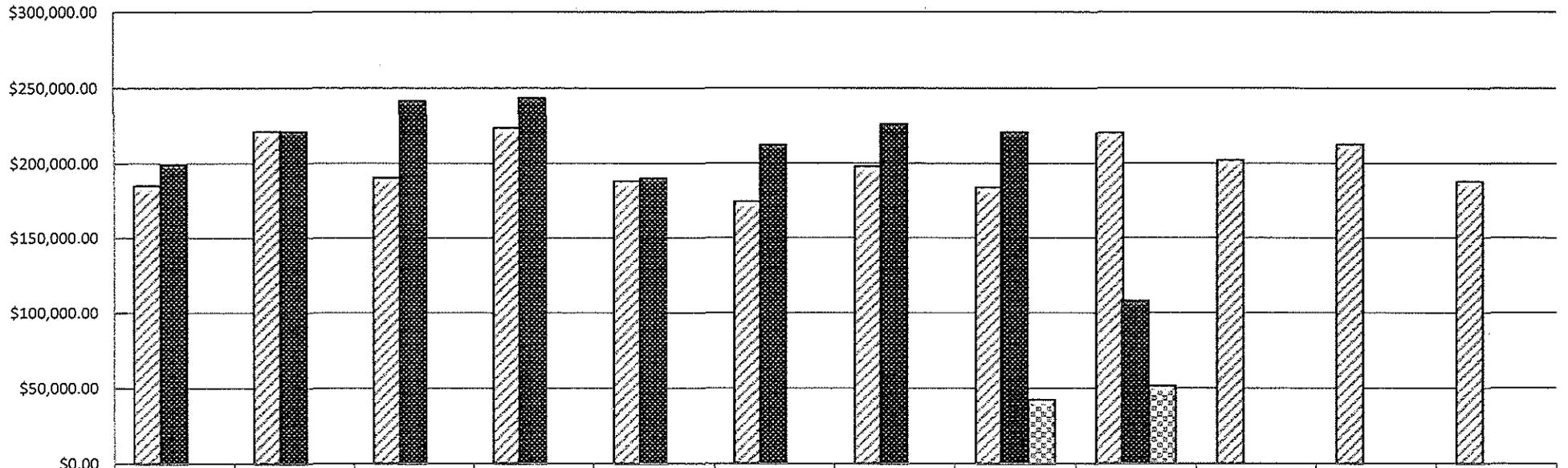
	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
TransBay LYNX	0	43	41	33	15	10	10	0	1	6	20	30	30	30	40	17	2
Total Passengers	0	43	41	33	15	10	10	0	1	6	20	30	30	30	40	17	2

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

Total Lynx	328
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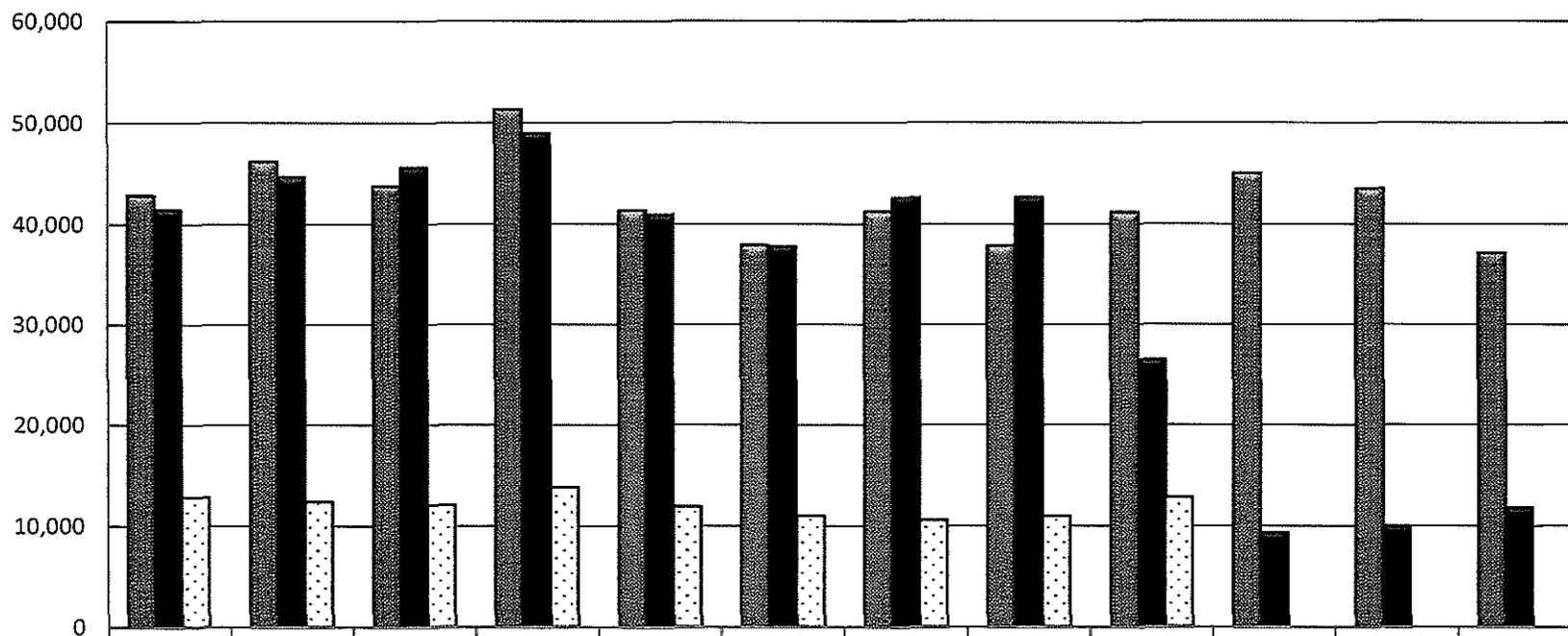
WESTCAT FAREBOX REVENUE



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
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
Revenue 19-20	\$199,206.18	\$221,340.72	\$241,336.85	\$243,362.84	\$190,009.53	\$212,229.82	\$226,083.56	\$220,936.01	\$107,779.19	\$0.00	\$0.00	\$0.00
Revenue 20-21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,085.62	\$51,271.54			



WESTCAT EXPRESS RIDERSHIP Includes Routes J, JX and JPX



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
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
ridership 19-20	41,469	44,659	45,626	48,958	40,948	37,767	42,598	42,632	26,430	9,304	9,946	11,773
ridership 20-21	12,788	12,338	11,991	13,743	11,855	10,982	10,523	10,939	12,768			

Motor Bus
 Rail
 Ferryboat
 Demand Response
 Total All Modes

MTC Form 10Q
 Operator: WCCTA
 Quarter Ending: 3/31/21
 Date: May 6, 2021

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 2020 -	2021	
Current Qtr. Actual	Year to Date Actual	Total Adopted Budget	Remaining	
1. Operations	2,139,504	6,417,385	9,455,500	32
2. Vehicle Maintenance	422,772	1,181,546	1,680,700	30
3. Non-Vehicle Maintenance	63,230	181,524	285,700	36
4. General Administration	295,592	934,709	1,352,700	31
5. Total Expenses (lines 1-4)	2,921,098	8,715,164	12,774,600	32
6. Labor	228,979	690,520	971,500	29
7. Fringe Benefits	88,813	265,231	360,000	26
8. Services	126,818	320,571	517,600	38
9. Fuel/Lubricants	229,063	583,893	1,378,500	58
10. Tires and Tubes	15,399	60,879	210,000	71
11. Other Materials & Supplies	78,470	246,846	466,200	47
12. Utilities	26,544	80,055	151,700	47
13. Purchased Transportation	1,862,258	5,647,438	7,536,200	25
14. Casualty & Liability	188,587	561,069	801,190	30
15. Leases & Rentals	36,753	110,423	148,610	26
16. Interest Expense				
17. Other Object Class Expense *	39,414	148,239	233,100	36
18. TOTAL Expenses(line6 thru 17)	2,921,098	8,715,164	12,774,600	32
19. Depreciation				
20. Memo Item				
21. Farebox	93,377	93,357	307,000	70
22. Non-Farebox	2,867	36,694	48,900	25
23. Sales Tax, contributed by other agencies	530,171	1,282,853	1,380,865	7
24. Sales Tax, directly levied by operator				
25. TDA(operating & planning & admin. funds)	366,802	1,100,406	1,502,912	27
26. STA(operating & planning & admin. funds)	220,452	664,704	1,400,453	53
27. RM2 funds	206,009	618,026	818,191	24
28. FTA sec.8(planning)& sec.9(operating)funds	1,018,506	2,919,971	3,802,928	23
29. Other Fed.,State,or local, non-operator funds	77,143	231,729	308,570	25
30. Other Operator Funds	801,195	2,468,616	3,204,781	23
31. TOTAL Revenue(add lines 21 through 30)	3,316,522	9,416,356	12,774,600	26
32. Net Operating Surplus/(Deficit)(line 31 - line 18)	395,424	701,192	0	
33. Line 32,less transfers to oper., Capital, or Other				
34. Revenue Passengers	45,300	45,300	235,900	81
35. Total Passengers	77,007	245,505	353,800	31
36. Revenue Vehicle Miles	296,736	917,812	1,358,100	32
37. Revenue Vehicle Hours	17,288	53,093	86,490	39
38. Employees, FT equivalents(FTE=500 hrs/qr.)				
39. Farebox Recovery Ratio	3%	1%	2%	

* 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 2.3

Notes on Adjusted 2020-21 (FY21) and Proposed 2021-22 (FY22) WCCTA Budget

The notes below provide information about the general approach staff has taken in developing WCCTA's Adjusted FY21 and Proposed FY22 Operating and Capital Budget, which the Board of Directors will consider at the May 13, 2021 Board meeting. The notes also provide background on specific line items that have experienced significant changes when compared to the Adopted FY21 budget.

BUDGET PRESENTATION

The budget pages follow the same format that the Board has seen in recent years. The first three pages of the budget spreadsheets detail the Operating Budget by line item within each functional area. The first column presents Operating FY21 Budget as adopted in September, 2020. The Board will be asked to approve the Adjusted FY21 Budget (current year) in the second column (reflecting staff's best estimates of actual annual expenses for each budget line item through June 30, 2021), and the Proposed FY22 Budget in the last column on the right. The third page also identifies the amounts required from each individual funding source to fully support the operating budget. In a slight departure from past practice, staff has retained some additional capacity in the Adjusted FY21 Operating Budget to expand service in the two remaining months of the fiscal year, should demand warrant.

The final budget page presents the FY22 Capital Budget, and it also details all funding available to WCCTA from both prior-year reserves, and from allocations expected during FY22. This page presents the amounts applied from each funding source to support the FY22 Operating Budget, Capital program and three established dedicated reserve accounts (Insurance, facility, and vehicle reserve accounts). For the FY22 budget, staff has carried forward the Insurance and Facility reserve balances at the levels of \$40,000, \$100,000, respectively, as initially established by the Board in the FY2010-11 budget. Staff recommends utilizing \$150,000 of the vehicle reserve to cover the local match requirement for the replacement of 10 Paratransit vehicles in FY22, leaving a remaining balance of \$150,000 in the vehicle reserve for future replacement needs.

The final column on the Capital Budget page ("Accrual for Short Range Transit Plan Needs), details any unallocated balances from each fund source that are available to the Board for future agency needs.

CONTEXT FOR BUDGET DEVELOPMENT

The FY21 Operating Budget was adopted by the Board in September, 2020 in the middle of the COVID-19 pandemic, which continues to be the most devastating and disruptive period for public transportation in modern history. Shelter-in-place orders were issued throughout the Bay Area in April, 2020, and public transit ridership immediately fell by 75% to 80%, with very little recovery since that point.

The pandemic had major impacts on the regional economy and, by extension, on all the primary funding sources that support transit operations. Regional travel patterns were completely upended, and demand for public transit not only dropped precipitously, but shifted from commute-focused travel to a more even distribution of essential trips throughout the operating day. In addition, public health orders imposed social distancing requirements that limited the carrying capacity of each bus to roughly 20% of pre-COVID levels. Fare collection, initially suspended in April, 2020, was reinstated in February, 2021, though fare revenue has been significantly reduced due to the capacity limits and low passenger volumes.

The FY21 Operating Budget assumed that annual service hours would be reduced by about 11% from pre-COVID levels. WestCAT made significant cuts to the number of scheduled runs in its published timetable to match actual demand, and to coordinate with BART service reductions and shortened operating day. Additional hours were used to operate backup buses for scheduled routes that had reached maximum capacity. While total hours operated through the third quarter are tracking at about 35% below pre-COVID levels, staff has retained sufficient capacity in the Purchased Transportation line item of the Adjusted FY21 budget to allow for additional backup hours, or increased frequency on select routes should demand warrant.

For the Proposed FY22 Operating Budget, staff has provided capacity for service to return to the levels about 10% below those provided in FY2019, the last full year of operation before the pandemic. The enactment of the Federal CARES Act stimulus and COVID relief bill is the critical factor that allowed WCCTA to operate within a balanced budget and to maintain services throughout FY21. Similarly, two additional Federal stimulus packages, the Coronavirus Response and Relief Supplemental Appropriations Act of 2020 (CRRSAA) and the American Rescue Plan Act of 2021 (ARPA), will provide critically needed support for WCCTA's FY22 and FY23 budgets.

While WCCTA will utilize its full allocation of \$1,263,300 in CRRSAA funding to support the FY22 Operating Budget, the agency will require additional funding from the ARPA program as well. ARPA provides the Bay Area with roughly twice as much relief funding as the CRRSAA bill made available to the region. MTC is in the process of determining the allocation formulas to individual operators, and will not

take action on agency shares or funding commitments until sometime in the summer of 2021. Until MTC makes a formal allocation, staff has not assumed that ARPA funding will be available to WCCTA in FY22, and has instead relied on prior year Transportation Development Act reserves to fully fund the proposed Operating Budget.

Staff has developed the proposed FY22 Operating and Capital Budgets through a line by line assessment of expected annual costs, using the following assumptions:

- Ridership demand will return slowly but will increase throughout the year. Demand will require restoration of service to approximately 90% of pre-COVID service hours.
- Social distancing restrictions will be relaxed by Summer, 2021, increasing vehicle capacity, allowing higher scheduled frequency on routes with highest demand, and reducing hours allocated to standby or backup buses.
- Total annual passengers will remain below pre-COVID levels. Total farebox revenue for the budget year will be 40% below pre-pandemic levels.
- Local, express, Transbay and paratransit services will be recovering at different rates, due to differing passenger needs (changed working conditions, telecommuting, school reopening, etc.). Though budgetary impacts will be minor, this may require reallocating services between modes, and extending or adjusting hours of operation for some or all services.
- Revenue available from primary fund sources supporting the budget may vary from projected levels with changes in the economy, bridge traffic volumes, Federal priorities, and clarification of ARPA funding allocation amounts and distribution schedule.

In developing the adjusted FY21 and proposed FY22 Operating budgets, staff relied on the most current revenue projections provided by the Metropolitan Transportation Commission and the Contra Costa Transportation Authority (CCTA) for the fund sources administered by each agency. Actual allocation amounts are subject to adjustment within the budget year through rescissions or additional allocations once sales tax generations and bridge toll collection data is released by the state in late summer or early fall.

Given the considerable uncertainty about funding allocation amounts, levels of transit demand, the accuracy of budgeting assumptions, staff proposes to return to the Board in November or December 2021 to allow the Board to consider adoption of a mid-year adjustment to the budget, rather than delaying the budget reconsideration until the third quarter of the fiscal year. Staff may propose an earlier review of budget assumptions should any of the revenue inputs to the budget change significantly. This will permit the Board to adjust transit service levels to match demand trends and funding availability.

ITEMS WITH SIGNIFICANT CHANGES IN ADJUSTED FY21 AND PROPOSED FY22 BUDGET

In preparing the Adjusted FY21 Operating Budget staff evaluated each expense and revenue line item in the context of actual experience through the 3rd quarter of the year. In most cases, line items required no adjustment, or relatively minor corrections to the amounts stated in the budget adopted in September. The largest change was the lowering of Fuel and Lubricants by \$100,000. Several other items with lower projected expenses were: Clipper Fees (- \$37,000), Tires (-\$70,000), and Marketing, Advertising (-\$32,600). Offsetting this reduction on the expense side was a line item increase in the Maintenance Outside Mechanical Work (\$31,000) for major engine repair on a Lynx coach, as well as lower projected farebox revenues in FY21 (-\$57,000). As presented, the Adjusted FY21 Operations Budget calls for a year end surplus of just over \$450,000. This amount is transferred to prior year reserves and is available for the FY22 budget year (staff anticipates that the actual year end surplus will exceed this amount).

A similar line-by-line analysis was done in the development of the Proposed FY22 Operating Budget. Staff projected annual costs for each line item, using a combination of recent experience, any contractual changes in contract rates, forecasts of market conditions (e.g. fuel pricing trends), changes in quantities of materials and supplies, and other consumables. Staff budgeted for all expenditures needed to achieve an appropriate restoration of transit service during the upcoming fiscal year, and has assumed annual service hours totaling 90% of pre-COVID levels.

Proposed total expenses for FY22 Operating Budget are \$13,819,600, which represents an increase of roughly \$1,340,000 over the Adjusted FY21 budget. The bulk of this increase is in the Purchased Transportation line item, representing the contractual expenses for services provided by WCCTA's operations and maintenance contractor. WCCTA conducted a competitive procurement for these services which resulted in an increased fixed monthly rate, and hourly variable compared to those of its previous contract. In FY21, Purchased Transportation expenses were lower throughout the first quarter under the lower rates, but the newer higher rates are in effect for the remaining three quarters of the year. For FY22, fixed and variable rates increase on July 1, 2021, and apply to all 12 months of the fiscal year.

Other categories with significant change include Fuel and Lubricants (+\$200,000), Vehicle Maintenance Services (+26,000), Insurance (+37,000), and several categories that were lowered in the Adjusted budget because there was little or no activity during the pandemic (e.g. Marketing/Advertising), but which will be restored to normal levels in FY22.

Small inflationary increases have been included for categories or line items lacking any specific contractual

changes or known rates of cost escalation.

FY22 CAPITAL BUDGET

Three projects appear in the proposed Capital Program for FY22 on the final page of the budget spreadsheets.

- The Facility/Equipment Upgrades project is funded at the \$70,000 level that is consistent with amounts provided annually in each of the preceding seven Capital budgets.
- The replacement of 10 Dial-d-Ride vehicles is a \$1,140,000 project that has already received Federal approval. 80% of the replacement cost will be covered by a Federal grant, with the remaining 20% local match requirement to be funded with Transportation Development Act reserves. Staff proposes that \$150,000 of WCCTA's Vehicle Reserve funds be used to cover a portion of the local match, and that the new Vehicle Reserve target be reduced from \$300,000 to \$150,000.
- The Bus Wash project now underway has experienced cost escalation due to significant delays in the local permitting process, and resulting increases in material costs due to market conditions and supply chain complications during the pandemic. The Bus Wash item in the FY22 Capital Budget authorizes an additional \$200,000 for the completion of the project. Prior year Transportation Development Act reserves will be used to cover this added expense.

STAFF RECOMMENDATION

Staff has prepared the Adjusted FY21 and the Proposed FY22 Operating and Capital Budgets to identify the funding necessary to meet its financial obligations and to support the levels of service required to assure the survival of the agency through its emergence from the COVID-19 pandemic. The Proposed budget is the staff's best assessment of the total expenditures required and the specific revenues to be committed to accomplish this goal.

Formal approval of the Proposed Operating and Capital Budgets is required before WCCTA can prepare and submit its funding applications to MTC and Contra Costa Transportation Authority to access money allocated for the 2022 Fiscal Year.

Because there will be no formal action by MTC to allocate the American Rescue Plan Act (ARPA) funding until later in the Summer of 2021, staff has balanced the budget with nearly \$2,000,000 in Transportation Development Act reserves. This is a much larger amount of TDA reserves than WCCTA has used in past operating budgets, but this would not draw down reserves below the \$2,000,000 target approved by the Board.

Some or all of the reserve funding may be replaced by ARPA funding when the allocations are formally approved by MTC. In addition, the Adjusted FY21 Budget calls for \$450,000 in surplus funds to be returned to reserves after the close of the fiscal year, and actual surplus is projected to be higher at year's end. This amount is reflected in the prior year TDA balance shown in the FY22 budget.

Staff recommends that the Board formally approve the Adjusted FY21 Operating Budget, and the FY22 Operating and Capital Budgets as presented. Staff also recommends that a formal budget review be scheduled for November or December 2021 to consider any modifications or adjustments that may be necessary at that time to respond to actual operating and financial conditions.

**PROPOSED FY 2021-2022 WCCTA OPERATING AND CAPITAL BUDGET
(WestCAT & Express)**

	ADOPTED (Sept. 20, 2021) WCCTA and Express FY 20-21	ADJUSTED WCCTA and Express FY 20-21	PROPOSED WCCTA and Express FY21-22
OPERATIONS			
Purchased Transportation	6,561,600	6,559,950	7,605,400
Monthly Fixed Fee	1,913,070	2,156,660	2,248,400
Variable Expense	4,648,530	4,403,290	5,357,000
SUBTOTAL	6,561,600	6,559,950	7,605,400
Services	189,100	155,000	202,900
Security system monitoring	2,500	2,600	2,700
Mobile Communications (Verizon cell phones/bus & sign modems/ T-Mobile DAR tablets)	70,000	85,500	80,000
Management Information System (TransTrack)	46,800	46,800	48,200
Printing and Design (ticket books, passes, transfers, etc.)	12,600	2,600	12,600
Clipper fees	45,100	8,000	45,100
Bank fees	5,600	2,500	5,900
Other (exterminator, CHP & fire equip. inspections, shipping, all other services not in other categories)	6,500	7,000	8,400
SUBTOTAL	189,100	155,000	202,900
Fuel & Oil	1,378,500	1,278,000	1,475,000
Gasoline & Diesel	1,300,000	1,210,000	1,400,000
Lubricants	65,000	55,000	60,000
Fees, Taxes, & permits	13,500	13,000	15,000
SUBTOTAL	1,378,500	1,278,000	1,475,000
Tires	210,000	140,000	160,000
Other Mat. & Supl.	27,100	26,000	27,400
Vault Room Supplies, Lost & Found, First Aid Supplies	2,100	1,000	2,400
COVID19 Supplies (Enhanced Cleaning / Disposable Masks / Gloves, etc.)	25,000	25,000	25,000
SUBTOTAL	27,100	26,000	27,400
Postage	1,600	800	1,600
Utilities	101,800	81,100	98,900
PG & E	36,300	36,000	42,000
EBMUD	14,300	6,000	14,400
Storm Drain Monitoring (includes annual storm water permit)	2,600	2,600	2,700
Sewer Use Fee	2,500	2,400	2,500
Garbage, and Other	8,300	6,900	8,700
Facility Communications (office phones/fax/internet/alarm/dispatch radio)	37,800	27,200	28,600
SUBTOTAL	101,800	81,100	98,900
Insurance	790,990	790,990	827,600
CALTIP Liability Loss Fund Deposit/Admin/Excess Insurance	586,100	586,100	576,000
CALTIP Physical Damage Premium	11,790	11,790	41,000
MV Liability Coverage Premium	185,000	185,000	200,000
Building fire & contents (oper share)	8,100	8,100	10,600
SUBTOTAL	790,990	790,990	827,600
Lease & Rent (Includes Transbay Terminal Rent)	142,610	142,610	95,000
Marketing/Advertising	51,000	18,350	51,000
Printing / Translation (ex. schedules, brochures)	25,000	6,250	25,000
Website and Schedule Development	7,500	3,600	7,500
General Promotion / Advertising / Driver Incentives	18,500	8,500	18,500
SUBTOTAL	51,000	18,350	51,000
Miscellaneous	1,200	600	1,200
TOTAL OPERATIONS	9,455,500	9,193,400	10,546,000

	ADOPTED (Sept. 20, 2021) WCCTA and Express FY 20-21	ADJUSTED WCCTA and Express FY 20-21	PROPOSED WCCTA and Express FY21-22
VEHICLE MAINTENANCE			
Services	110,400	126,800	153,700
Outside mechanical work	63,000	94,000	98,700
CARB Filter Cleaning	12,600	7,200	10,000
Towing	19,200	10,000	15,000
Maintenance Information Systems	0	0	8,000
Miscellaneous (Includes environmental services such as hazardous waste handling, oil separator cleanout, CC health permit, etc.)	15,600	15,600	22,000
SUBTOTAL	110,400	126,800	153,700
Other Mat. & Supl.	405,000	400,000	420,000
Maintenance Materials and Supplies	405,000	400,000	420,000
SUBTOTAL	405,000	400,000	420,000
Purchased Transp.	974,600	974,600	825,800
Salaries	142,000	142,000	146,500
Fringe Benefits	28,400	28,500	29,300
Pension Benefits	20,300	20,600	21,300
TOTAL MAINTENANCE	1,680,700	1,692,500	1,596,600
NON-VEHICLE MAINTENANCE			
Services	124,600	106,000	129,000
Shelter Cleaning/Signs (Includes work @ bus stops installing signs, running electrical, etc.)	10,000	10,000	10,000
Facility Cleaning	33,000	28,000	30,000
Fuel tanks/pumps (Repair/Maintenance/Annual Testing/Cleaning)	13,000	10,000	13,100
Landscape Maintenance (Includes Pinole Shores & Walter Av.)	20,000	8,000	20,000
Miscellaneous Building Repair	8,000	8,000	8,400
Network Maint. Agreements/Licenses/Contracts	22,000	24,000	25,200
Other (Electrical, etc.)	3,000	3,000	3,200
Service (Radios)	2,100	2,100	4,000
Service Contract (HVAC)	5,000	4,400	4,600
Service (Bus Wash)	0	0	0
Service (Hydraulic Lift)	8,000	8,000	10,000
Service (Security System)	500	500	500
SUBTOTAL	124,600	106,000	129,000
Miscellaneous	500	500	500
Other Mat. & Supl.	21,600	18,100	22,300
Facility Supplies (janitorial supplies, etc.)	14,600	14,600	15,300
Network Equipment and Other	7,000	3,500	7,000
SUBTOTAL	21,600	18,100	22,300
Salaries	103,500	103,500	105,200
Fringe Benefits	23,500	20,800	21,100
Pension Benefits	12,000	12,200	12,400
TOTAL NON-VEH MAINT	285,700	261,100	290,500
ADMINISTRATION			
Salaries	726,000	726,000	762,800
Fringe Benefits	166,300	162,000	170,100
Pension Benefits	109,500	111,200	116,700
ADA Costs	25,000	25,000	25,000
Salaries	25,000	25,000	25,000
Short Range Transit Plan	55,000	55,000	55,000
Salaries	55,000	55,000	55,000
Planning Services	0	0	0
Express Bus Planning & Administration	50,000	50,000	50,000
Salaries	50,000	50,000	50,000
SUBTOTAL	1,131,800	1,129,200	1,179,600

	ADOPTED (Sept. 20, 2021) WCCTA and Express FY 20-21	ADJUSTED WCCTA and Express FY 20-21	PROPOSED WCCTA and Express FY21-22
Services	93,500	92,100	72,100
Security system monitoring	1,500	1,500	1,600
Legal expenses	12,500	12,500	10,000
Accounting / Audit	70,200	70,200	50,000
Payroll Fees/Banking fees	6,100	6,400	7,100
Other (FedEx, Exterminator, PCTV, etc.)	3,200	1,500	3,400
SUBTOTAL	93,500	92,100	72,100
Other Materials & Supplies	9,700	9,000	9,000
Utilities	49,900	40,000	48,200
PG&E	18,200	18,000	21,000
EBMUD	7,200	3,600	7,200
Facility Communications (office phones/fax/internet/alarm/dispatch radio)	18,900	13,600	14,300
Garbage, etc.	4,100	3,500	4,300
Sewer Fee & Other	1,500	1,300	1,400
SUBTOTAL	49,900	40,000	48,200
Insurance (building, ERMA)	10,200	10,200	11,800
Dues & Subscriptions	45,200	45,200	48,000
Postage	1,200	600	1,300
Miscellaneous	1,200	600	1,300
Marketing & Advertising	0	0	0
Leases & Rent	6,000	4,700	5,200
Travel	4,000	1,000	10,000
TOTAL ADMINISTRATION	1,352,700	1,332,600	1,386,500
TOTAL EXPENDITURES	12,774,600	12,479,600	13,819,600
OPERATING REVENUES			
FAREBOX	307,000	250,000	750,000
NON-FAREBOX	23,900	22,700	3,000
SUBTOTAL	330,900	272,700	753,000
STATE OPERATING ASSISTANCE	2,903,365	2,486,378	5,664,718
ARTICLE 4.0	1,360,096	1,360,096	2,444,348
ARTICLE 4.0 PRIOR YEAR	0	0	1,935,444
ARTICLE 4.5	142,816	107,112	180,087
STA REVENUE BASED ^a	501,346	414,165	387,902
STA POPULATION BASED COUNTY BLOCK GRANT	770,570	605,005	635,430
PRIOR YEAR STA	128,537	0	81,507
SUBTOTAL	2,903,365	2,486,378	5,664,718
MEASURE J OPERATING FUNDS	1,380,865	1,813,023	1,612,378
MEASURE J OPER. PROG 14 (EXPRESS)	368,096	510,948	350,064
MEASURE J OPER. FUNDS 19B (EXPRESS)	247,860	342,000	352,800
MEASURE J OPER. FUNDS 16 (EXPRESS)	245,299	340,577	349,953
PRIOR YEAR MEASURE J	260,369	260,368	186,908
MEASURE J OPER. FUNDS 20B (PARA)	59,713	83,819	85,535
MEASURE J OPER. PROG. 15 (PARA)	199,528	275,311	287,118
SUBTOTAL	1,380,865	1,813,023	1,612,378
ADVERTISING REVENUE	25,000	20,800	25,000
FEDERAL CARES ACT RELIEF FUNDS	3,554,443	3,689,992	0
FEDERAL CRRSAA ACT RELIEF FUNDS	0	0	1,263,299
AMERICAN RESCUE ACT FUNDS	0	0	0
LCTOP PROGRAM FUNDS	308,570	308,871	130,188
RM2 FUNDS-JPX	174,506	175,752	211,900
RM2 FUNDS-LYNX/JX	643,685	648,283	781,618
FTA PARATRANSIT SET-ASIDE	248,485	248,485	277,332
BART FEEDER BUS FUNDS	3,204,781	3,269,811	3,100,167
TOTAL OPERATING REVENUES	12,774,600	12,934,095	13,819,600
LESS: TOTAL OPER. EXPENSES	(12,774,600)	(12,479,600)	(13,819,600)
SURPLUS/DEFICIT	0	454,495	0

Capital Program FY2022
CAPITAL PROGRAM & ANALYSIS OF TOTAL AVAILABLE REVENUES

CAPITAL PROGRAM

FACILITY / EQUIPMENT UPGRADES	70,000
BUS WASH	200,000
DAR VEHICLES (10 replacement vehicles)	1,140,000
TOTAL CAPITAL EXPENSES	1,410,000

REVENUES CURRENT YEAR FUNDS	TOTAL AVAILABLE FOR CURRENT FY	BUDGETED FOR OPERATIONS	BUDGETED FOR CAPITAL	*INSURANCE RESERVE	FACILITY RESERVE	VEHICLE RESERVE	ACCRUAL FOR SHORT RANGE TRANSIT PLAN NEEDS
TDA ARTICLE 4.0	2,444,348	2,444,348	0				0
TDA ARTICLE 4.5	180,087	180,087					0
STA REVENUE BASED	387,902	387,902					0
STA-COUNTY BLOCK GRANT	635,430	635,430					0
MEASURE J PARATRANSIT	372,653	372,653					0
MEASURE J BUS TRANSIT	1,052,817	1,052,817					0
FAREBOX	750,000	750,000					0
NON-FAREBOX	3,000	3,000					0
FEDERAL ADA SET-ASIDE	277,332	277,332					0
FEDERAL 5307	912,000	0	912,000				0
FEDERAL CARES ACT	0	0					0
FEDERAL CRRSAA ACT RELIEF FUNDS	1,263,299	1,263,299					0
AMERICAN RESCUE ACT FUNDS	0	0					0
(LCTOP) LOW CARBON TRANSIT OPER.	130,188	130,188					0
FEEDER BUS FUNDS	3,100,167	3,100,167					0
STATE OF GOOD REPAIR (SB1 CAPITAL)	82,963	0	82,963				0
RM2 LYNX/JX	781,618	781,618					0
RM2 JPX	211,900	211,900					0
NET BRIDGE TOLLS	34,343	0	34,343				0
ADVERTISING REVENUE	25,000	25,000					0
TOTAL CURRENT YEAR	12,645,047	11,615,741	1,029,306	0	0	0	0
PRIOR YEAR FUNDS							
TDA	4,908,404	1,935,444	380,694	40,000	100,000	150,000	2,302,266
STA POPULATION BASED	0						0
STA REVENUE BASED	81,507	81,507					0
STATE OF GOOD REPAIR (SB1 CAPITAL)	0						0
MEASURE J BUS TRANSIT	186,908	186,908					0
MEASURE J PARATRANSIT	0	0					0
TOTAL PRIOR YEAR	5,176,819	2,203,859	380,694	40,000	100,000	150,000	2,302,266
TOTALS	17,821,866	13,819,600	1,410,000	40,000	100,000	150,000	2,302,266

**INSURANCE RESERVE IS FOR ERRORS AND OMISSIONS AND BUS STOP LIABILITY*