



Western Contra Costa
Transit Authority

NOTICE OF MEETING

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

DATE: July 29, 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 July 2021

Time: July 29, 2021, 06:30 PM Pacific Time (the US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82790220289>

Meeting ID: 827 9022 0289

One tap mobile

+16699006833,,82790220289# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 827 9022 0289

Find your local number: <https://us02web.zoom.us/u/kbaqc3RmOQ>

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 arrangements can be made to provide accessibility to the meeting or service.

- A. **CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE**
- B. **APPROVAL OF AGENDA**
- C. **PUBLIC COMMUNICATIONS**

This is the time for members of the public to bring up with the Board of Directors matters of general interest that are not on the agenda. In accordance with provisions of the Brown Act, the Board will automatically refer to staff any matters that are brought before them at this time, and the matter may be placed on a future agenda. 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 June 10, 2021. *
- 1.2 Approval of Expenditures of June 2021. *
- 1.3 Receive Contractors Monthly Management Report for May and June 2021. *
[Action Requested: Approve Items 1.1 and 1.2 and Receive Item 1.3]

2.0 ITEMS FOR BOARD ACTION / DISCUSSION

- 2.1 Election of WCCTA Board Officers for FY21-22. [Action Requested: **Nomination and Election of Board Chair and Vice-Chair for FY21-22**]*
- 2.2 Report on Final Meeting of MTC’s Blue Ribbon Transit Recovery Task Force and Recommended Next Steps. [Action Requested: **Discussion and Direction to Staff**].^^
- 2.3 Consideration of Free-Fare Promotion throughout September and for California Clean Air Day, October 6, 2021 [Action Requested: **Formal Authorization to Offer Free Fares on all WestCAT Routes throughout the Month of September 2021 and on California Clean Air Day, October 6, 2021**].*
- 2.4 Consideration and Approval of Amendment 1 to Agreement for General Manager Services between WCCTA and Charles Anderson Implementing a Vacation Accrual Cap. [Action Requested: **Formal Approval of Amendment 1 and Authorization for Board Chair to Execute the Amendment**].*

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). This information will also be uploaded and posted to the website before the meeting and made available 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 September 9, 2021

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



Western Contra Costa
Transit Authority

Agenda Item 1.1

WESTERN CONTRA COSTA TRANSIT AUTHORITY

BOARD OF DIRECTORS

MEETING MINUTES

June 10, 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 6:33 P.M.

DIRECTORS PRESENT

Chair Norma Martinez-Rubin, Chris Kelley, Dion Bailey, Dr. Maureen Powers, Tom Hansen, Maureen Toms

STAFF PRESENT

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

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 Powers, seconded by Director Kelley to approve the agenda. The motion was carried by the following vote:

Ayes: 6– Kelley, Bailey, Powers, 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, the Board reported there were no conflicts with any items on the Consent Calendar.

MOTION: A motion was made by Director Toms, 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– Kelley, Bailey, Powers, Hansen, Martinez-Rubin, Toms

2) **ITEMS FOR BOARD ACTION / DISCUSSION**

2.1 **Consideration and Adoption of Resolution 2021-04 Approving the Project List for the California State of Good Repair Program for FY2021-22 - Local Match for Purchase of Replacement Revenue Vehicles in the Amount of \$82,963.** Action Requested: Formal Adoption of Resolution 2021-04

Chair Martinez-Rubin introduced the item. Transit Grants and Compliance Manager Furnary provided a staff report.

Chair Martinez-Rubin asked a question, and Mr. Furnary responded.

MOTION: A motion was made by Director Toms, seconded by Director Bailey to Formally Adopt Resolution 2021-04 Approving the Project List for the California State of Good Repair Program for FY2021-22 - Local Match for Purchase of Replacement Revenue Vehicles in the Amount of \$82,963. The motion was carried by the following vote:

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

2.2 **Presentation and Discussion of the Current Status and Next Steps of the Blue Ribbon Transit Recovery Task Force and Fare Integration Study.** Action Requested: Discussion and Direction to Staff

Chair Martinez-Rubin introduced the item.

Assistant General Manager Thompson provided a staff report and brief update on the BTRTF and next steps, an update on the Fare Integration Study, and a couple of ongoing related initiatives that are going on regionally.

During the discussions of the BTRTF Chair Martinez-Rubin heard mention of the creation of a business case analysis, and asked Assistant General Manager Thompson to clarify what that means in a practical sense and why it is important so that she and the other Board Members can become more familiar with it as it applies to these discussions.

Assistant General Manager Thompson addressed Chair Martinez-Rubin's question for the Board.

Director Powers asked another related question, and Assistant General Manager Thompson replied to the question.

As the CCTA Ex-Officio Representative of the Small Bus Operators, Director Powers commented on their most recent meeting and reported on the map that is being put together by CCTA as described by their Executive Director, Timothy Haile showing all of the interconnections both within Contra Costa County and specifically how Contra Costa County connects with other transit agencies in surrounding areas, which could serve as a model for other counties.

Chair Martinez-Rubin and Director Kelley added some comments to Director Powers' report.

Assistant General Manager Thompson commented on a recent meeting to do with the next round of ARP federal funding. All of the large operators and four of the small operators gave presentations and Rick Ramacier the General Manager of County Connection gave a presentation on behalf of WestCAT, County Connection, LAVTA, and Tri-Delta.

Chair Martinez-Rubin requested staff to email the Directors a copy of the one-page "A United Front" hand-out that was produced by CCTA. She also requested copies of any other pertinent reference materials that may be helpful in her preparation for the June 21 meeting of the BRTRTF. She, Director

Kelley and Director Powers will be representing WestCAT at that meeting as panel members.

Assistant General Manager Thompson mentioned that the other Directors can also attend the meeting virtually as members of the public, and the agenda is available on the MTC website.

Director Kelley encouraged Directors to pay very close attention to the discussions involving fare integration.

Assistant General Manager Thompson continued with his report.

Director Hansen asked a question in regards to BART coordinating with transit agencies in the region on their schedule changes, and Assistant General Manager Thompson replied.

Chair Martinez-Rubin made some final comments.

In response to the Chair's comments, Assistant General Manager announced that on Saturday, June 12 we are going to move to a 50% capacity onboard all of our vehicles to coincide with the June 15 reopening of California, which will remove nearly all of the COVID-19 restrictions residents have been living with for more than a year. That will hopefully allow for fewer backup vehicles, and fewer riders left behind to wait for the next bus. Once that's done, we'll focus on increasing the frequency of some of our routes at the end of August, beginning of September, to coincide with BART's schedule change.

3) COMMITTEE REPORTS

3.1 General Manager's Report

Assistant General Manager Thompson provided a report on the following:

1. The small uptick in ridership
2. More on the planned schedule change for late August
3. MTC's upcoming regional marketing campaign to encourage people to come back to transit
4. BART's 50% fare discount for September

Staff will continue monitoring commuter traffic and ridership levels, and we will continue working with our contractor to make sure that we have adequate service levels out there over the coming months.

Chair Martinez-Rubin thanked Mr. Thompson for his report and thanked Peter Edwards, MV Transportation General Manager, and his employees for all of the good work.

MV Transportation General Manager Peter Edwards commented.

3.2 WCCTAC Report

Director Powers and Director Kelley reported on the following:

1. WCCTAC Consent Calendar Item, Measure J 19B funding level to WestCAT for FY22

4) **CORRESPONDENCE**

NONE.

5) **BOARD COMMUNICATION**

Director Kelley reported that on Thursday, June 17 at 6:30 PM the group called Link21 is going to be having a presentation with WCCTAC and CCTA about "bringing fast, connected, and convenient passenger rail to Contra Costa County".

Assistant General Manager Thompson reported the General Manager Anderson's cross-country trip is going well and he is having a good time.

6) **ADJOURNMENT**

At 7:26 PM, Chair Martinez-Rubin adjourned the regular meeting of the WCCTA Board of Directors of June 10, 2021.

Norma Martinez-Rubin, Chair

Date

Charles Anderson, Secretary

Date

WCCTA - WestCAT
Purchase Journal

ITEM # 1.2

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
5/1/21	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	5/20	May estimated service MV Transportation	665,436.76	665,436.76
				<u>665,436.76</u>	<u>665,436.76</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
5/24/21	50300-60 Outside Services, Admin 20100 Accounts Payable	6/21	Manifest fees Dept. Toxic Substances Control	237.50	237.50
5/31/21	50800-10 Purchased Transportation, Ope 50800-41 Purchased Transp, Veh Maint 50600-10 Insurance, Operations 50600-10 Insurance, Operations 50800-10 Purchased Transportation, Ope 20100 Accounts Payable	05/2021	May service May maintenance May liability ins Correction on the liability ins for April Less payment for estimated service MV Transportation	561,338.59 81,217.00 13,515.15 1,214.98	575,000.10 82,285.62
6/1/21	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	6/21	June estimated service MV Transportation	625,000.05	625,000.05
4/1/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-4648681-29	Vehicle parts New Pig Corp.	405.75	405.75
5/10/21	50300-60 Outside Services, Admin 20100 Accounts Payable	2102	3 qtr accounting services including budget Patricia A. Raedy	10,788.75	10,788.75
5/20/21	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	006	Buswash project Saboo Inc.	70,207.37	70,207.37
				1,363,925.14	1,363,925.14

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
6/15/21	10400 Prepaid Expenses 20100 Accounts Payable	10124324	Property indurance Alliant Insurance Services, Inc.	17,932.60	17,932.60
6/21/21	20120 Refund Due MTC 20100 Accounts Payable	6/21	TDA unused funds FY18 Contra Costa Auditor Controller	965,359.67	965,359.67
6/21/21	40107-2 Passenger Fares, Cash, DAR 20100 Accounts Payable	6/21	Returned DAR tickets (2 sheets) Fabiola Gonzales	20.00	20.00
				983,312.27	983,312.27

WCCTA - WestCAT
Cash Disbursements Journal

Filter Criteria includes: Report order is by Vendor ID. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
6/18/21	0618210	20100 10104	Invoice: 44071 Afforda-Test	100.00	100.00
6/18/21	0618211	20100 10104	Invoice: 5/21 Bank of America Business Card	11,193.82	11,193.82
6/18/21	0618212	20100 10104	Invoice: M-INO2780190 CCP Industries Inc.	409.09	409.09
6/18/21	0618213	20100 10104	Invoice: M-166984 Central Sanitary Supply	2,491.63	2,491.63
6/18/21	0618214	20100 10104	Invoice: 6/21 Charles Anderson	60.00	60.00
6/18/21	0618215	20100 10104	Invoice: M-130638 Chuck's Brake & Wheel	6,611.45	6,611.45
6/18/21	0618216	20100 10104	Invoice: M-4085608855 Cintas Corporation	4,010.03	4,010.03
6/18/21	0618217	20100 10104	Invoice: 100009684 Comcast Business	1,600.00	1,600.00
6/18/21	0618218	20100 10104	Invoice: 7/21 BCC	935.68	935.68
6/18/21	0618219	20100 10104	Invoice: 14-2021-May California Transit Systems	3,127.39	3,127.39
6/18/21	0618220	20100 10104	Invoice: M-N019532896 Fastenal Company	300.00	300.00
6/18/21	0618221	20100 10104	Invoice: M-74559634 FleetPride	1,502.39	1,502.39
6/18/21	0618222	20100 10104	Invoice: 21-336474 Flyers Energy, LLC (RCP)	4,175.93	4,175.93
6/18/21	0618223	20100 10104	Invoice: 252997 Ford Lincoln Fairfield	1,126.06	1,126.06
6/18/21	0618226	20100 10104	Invoice: 062936.04*115646 Gannett Fleming, Inc.	12,666.74	12,666.74
6/18/21	0618224	20100 10104	Invoice: 90174204 GENFARE	3,087.08	3,087.08
6/18/21	0618225	20100 10104	Invoice: M-INV40809894 Gillig LLC	7,140.76	7,140.76
6/18/21	0618227	20100 10104	Invoice: 7/21 Health Care Dental	799.70	799.70
6/18/21	0618228	20100 10104	Invoice: M-FOW323383 Hilltop Ford	120.66	120.66
6/18/21	0618229	20100 10104	Invoice: M-140639 J & O's Commercial Tire Center	4,183.46	4,183.46
6/18/21	0618230	20100 10104	Invoice: 7/21 Kaiser Foundation Health Plan, Inc.	11,038.06	11,038.06
6/18/21	0618231	20100 10104	Invoice: M-D852359 Kenworth Pacific Holding	24,941.08	24,941.08

WCCTA - WestCAT
Cash Disbursements Journal

Filter Criteria includes: Report order is by Vendor ID. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
6/18/21	0618232	20100 10104	Invoice: M-8944641 Kimball Midwest	811.23	811.23
6/18/21	0618233	20100 10104	Invoice: 29317 MatriScope Engineering Laboratories, Inc	1,643.25	1,643.25
6/18/21	0618236	20100 10104	Invoice: 454944 MCI Service Parts, Inc.	137.87	137.87
6/18/21	0618234	20100 10104	Invoice: 384365 Napa Auto Parts Antioch	6,906.61	6,906.61
6/18/21	0618235	20100 10104	Invoice: 413623 Pacific Office Automation/Service	24.44	24.44
6/18/21	0618237	20100 10104	Invoice: 60575 Pacific Site Landscaping	557.87	557.87
6/18/21	0618238	20100 10104	Invoice: INV- 20460- 52021 STREAMS	1,141.93	1,141.93
6/18/21	0618239	20100 10104	Invoice: M-2021 PG & E	6,811.83	6,811.83
6/18/21	0618240	20100 10104	Invoice: M-5/21 PG & E	54.97	54.97
6/18/21	0618241	20100 10104	Invoice: 011401568 Prevost Car, a division of	80.05	80.05
6/18/21	0618242	20100 10104	Invoice: M-5/21 RAM Welding & FAB	490.00	490.00
6/18/21	0618243	20100 10104	Invoice: 0851-154153634 Republic Services #851	865.52	865.52
6/18/21	0618244	20100 10104	Invoice: M-170327 Spartan Tank Lines, Inc.	73,744.86	73,744.86
6/18/21	0618245	20100 10104	Invoice: 2841629601 Staples	30.17	30.17
6/18/21	0618246	20100 10104	Invoice: 5/21 T-MOBILE	3,932.49	3,932.49
6/18/21	0618247	20100 10104	Invoice: 82400147 The Aftermarket Parts Company, LLC	9.00	9.00
6/18/21	0618248	20100 10104	Invoice: INV0000000686 TransTrack Systems, Inc.	3,900.00	3,900.00
6/18/21	0618249	20100 10104	Invoice: 0541 Walker's Auto Body	4,463.76	4,463.76
6/18/21	0618250	20100 10104	Invoice: I500-00717556 World Oil Environmental Services	95.00	95.00
	Total			207,321.86	207,321.86

WCCTA - WestCAT
Purchase Journal

Filter Criteria includes: 1) Vendor IDs from Contra Costa Clerk to Contra Costa Clerk; 2) Unposted 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
6/22/21	50300-10 Outside Services, Operations 20100 Accounts Payable	6/21	Notice of exemption Contra Costa County Clerk	50.00	50.00
				<u>50.00</u>	<u>50.00</u>



Monthly Management Report Summary

May, FY 20/21

System & Program Summary

	May FY 20/21	May FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
System Total						
Total Passengers	30,809	20,676	49.0	306,489	926,499	-66.9
Revenue Passengers	26,973	0		98,594	799,687	-87.7
Weekday Total Passengers	27,759	18,658	48.8	279,007	880,896	-68.3
Saturday Total Passengers	1,957	1,310	49.4	18,264	30,017	-39.2
Sunday Total Passengers	1,093	708	54.4	9,218	15,586	-40.9
Weekday Average Passengers	1,388	933	48.8	1,213	3,830	-68.3
Saturday Average Passengers	391	262	49.2	351	577	-39.2
Sunday Average Passengers	182	118	54.2	171	289	-40.8
Vehicle Revenue Hours	5,910.21	5,527.78	6.9	65,174.83	94,750.85	-31.2
Total Vehicle Hours	6,224.82	5,885.26	5.8	68,900.35	101,127.54	-31.9
Revenue Vehicle Miles	98,148.9	91,540.2	7.2	1,121,052.0	1,691,923.8	-33.7
Total Miles	117,523.0	106,090.0	10.8	1,284,195.1	1,875,523.0	-31.5
Dial-A-Ride Program						
Number of Weekdays	20	20	0.0	229	230	-0.4
Number of Saturdays	5	5	0.0	52	52	0.0
Total Passengers	1,215	819	48.4	11,482	26,875	-57.3
Revenue Passengers	1,126			4,254	23,819	-82.1
Weekday Total Passengers	1,039	730	42.3	10,067	24,900	-59.6
Saturday Total Passengers	176	89	97.8	1,415	1,975	-28.4
Weekday Average Passengers	52	37	40.5	44	108	-59.3
Saturday Average Passengers	35	18	94.4	27	38	-28.9
Vehicle Revenue Hours	714.01	484.57	47.3	7,011.34	12,329.84	-43.1
Total Vehicle Hours	760.44	574.82	32.3	7,696.73	13,521.79	-43.1
Productivity	1.70	1.69	0.6	1.64	2.18	-24.8
Revenue Vehicle Miles	9,328.3	6,096.5	53.0	125,966.0	162,776.6	-22.6
Total Miles	10,285.0	7,240.0	42.1	136,760.1	178,187.0	-23.2
Express Routes Program						
Number of Weekdays	20	20	0.0	229	230	-0.4
Number of Saturdays	5	5	0.0	52	52	0.0
Number of Sundays	6	6	0.0	54	54	0.0
Total Passengers	13,744	9,946	38.2	135,282	390,337	-65.3
Revenue Passengers	12,266	0		44,381	337,440	-86.8
Weekday Total Passengers	11,329	8,344	35.8	113,426	352,444	-67.8
Saturday Total Passengers	1,322	894	47.9	12,638	22,307	-43.3
Sunday Total Passengers	1,093	708	54.4	9,218	15,586	-40.9
Weekday Average Passengers	566	417	35.7	495	1,532	-67.7
Saturday Average Passengers	264	179	47.5	243	429	-43.4
Sunday Average Passengers	182	118	54.2	171	289	-40.8
Vehicle Revenue Hours	1,965.02	1,900.53	3.4	21,701.52	33,806.43	-35.8
Total Vehicle Hours	2,056.45	1,991.20	3.3	22,718.12	36,503.31	-37.8
Productivity	6.99	5.23	33.7	6.23	11.55	-46.1
Revenue Vehicle Miles	27,037.2	26,014.2	3.9	298,639.1	599,404.5	-50.2
Total Miles	28,681.2	27,645.4	3.7	316,913.7	653,579.2	-51.5



Monthly Management Report Summary

May, FY 20/21

System & Program Summary

	May FY 20/21	May FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
Local Fixed Routes Program						
Number of Weekdays	20	20	0.0	229	230	-0.4
Number of Saturdays	5	5	0.0	52	52	0.0
Total Passengers	9,178	6,388	43.7	90,248	242,383	-62.8
Revenue Passengers	7,085	0		25,547	184,509	-86.2
Weekday Total Passengers	8,719	6,061	43.9	86,037	236,648	-63.6
Saturday Total Passengers	459	327	40.4	4,211	5,735	-26.6
Weekday Average Passengers	436	303	43.9	376	1,029	-63.5
Saturday Average Passengers	92	65	41.5	81	110	-26.4
Vehicle Revenue Hours	2,389.23	2,381.86	0.3	27,165.88	33,000.11	-17.7
Total Vehicle Hours	2,495.98	2,488.52	0.3	28,381.42	34,540.79	-17.8
Productivity	3.84	2.68	43.3	3.32	7.34	-54.8
Revenue Vehicle Miles	37,858.5	37,908.5	-0.1	431,768.0	509,687.2	-15.3
Total Miles	40,044.5	40,091.3	-0.1	456,642.4	540,230.0	-15.5
Transbay Lynx Program						
Number of Weekdays	20	20	0.0	231	232	-0.4
Total Passengers	6,672	3,523	89.4	69,477	266,904	-74.0
Revenue Passengers	6,496	0		24,412	253,919	-90.4
Weekday Total Passengers	6,672	3,523	89.4	69,477	266,904	-74.0
Weekday Average Passengers	334	176	89.8	301	1,150	-73.8
Vehicle Revenue Hours	841.95	760.82	10.7	9,296.09	15,614.47	-40.5
Total Vehicle Hours	911.95	830.72	9.8	10,104.08	16,561.65	-39.0
Productivity	7.92	4.63	71.1	7.47	17.09	-56.3
Revenue Vehicle Miles	23,925.0	21,521.0	11.2	264,678.9	420,055.6	-37.0
Total Miles	25,381.0	22,977.0	10.5	281,486.1	438,960.5	-35.9

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation

Month & Fiscal Year- May 2021

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 9,579.50	\$ 40,020.25	\$ -	\$ 3,750.25	\$ 5,829.25
Cash Fare - Senior & Disabled	\$ 2,599.75	\$ 10,009.75	\$ 868.75	\$ 583.50	\$ 1,147.50
Cash Fare - Transfers	\$ 766.00	\$ 2,894.75	\$ 5.50	\$ 62.00	\$ 698.50
Cash Fare - Regional Paratransit	\$ 312.00	\$ 1,410.00	\$ 312.00		
Cash Fare - Local Day Pass Sales	\$ 1,673.50	\$ 5,714.50		\$ 3.00	\$ 1,670.50
Total Estimated Cash (a)	\$ 14,930.75	\$ 60,049.25	\$ 1,186.25	\$ 4,398.75	\$ 9,345.75
Over/(Short) Cash Count	\$ 1.94	\$ 5.82	\$ 0.75	\$ (0.02)	\$ 1.21
Bank Deposit Corrections	\$ -	\$ -			
Subtotal Cash Fare Deposit	\$ 14,932.69	\$ 60,055.07	\$ 1,187.00	\$ 4,398.73	\$ 9,346.96
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 470.00	\$ 1,295.00	\$ 470.00		
Clipper Sales	\$ -	\$ -			
Lynx 31-Day Pass Sales	\$ 1,050.00	\$ 3,290.00		\$ 1,050.00	
Lynx Stored Ride Pass Sales	\$ 160.00	\$ 240.00		\$ 160.00	
Local 31-Day Pass Sales	\$ 400.00	\$ 1,260.00			\$ 400.00
Local Stored Value Pass Sales	\$ -	\$ 20.00			
Local Day Pass Sales (In-house)	\$ 17.50	\$ 70.00			\$ 17.50
East Bay Value Pass Sales	\$ -	\$ -			
Summer Youth Pass	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ -	\$ (680.00)			
Subtotal Prepaid Sales Deposit	\$ 2,097.50	\$ 5,495.00	\$ 470.00	\$ 1,210.00	\$ 417.50
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
511 Contra Costa (JPX Promo)	\$ -	\$ -			
CCC Nutrition Tickets	\$ -	\$ -			
Lynx B1G1F	\$ -	\$ 1,120.00			
Wage Works	\$ 860.00	\$ 2,890.00		\$ 860.00	
Capital Corridor Vouchers	\$ -	\$ 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	\$ 33.00	\$ 182.88			\$ 33.00
HTC Parking Combos	\$ -	\$ 468.98			
Cole Vocational	\$ -	\$ -			
Clipper	\$ 35,203.62	\$ 126,861.64		\$ 21,557.85	\$ 13,645.77
*Other WCCUSD Family 31 day Pass	\$ -	\$ -			
*Other	\$ -	\$ -			
Subtotal Billings	\$ 36,096.62	\$ 131,564.00	\$ -	\$ 22,417.85	\$ 13,678.77
Total Passenger Revenue	\$ 53,126.81	\$ 197,114.07	\$ 1,657.00	\$ 28,026.58	\$ 23,443.23

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

Preventable Accidents per Miles Driven in 12 Month
Period

May-21

	Miles	Accidents	Frequency 12 Month Period
FR	1,196,210	14	85,444
DAR	147,479	2	73,740

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	1	0	5	8	2	1	11	11
DAR	0	0	2	2	0	0	1	1



Passenger & Productivity Statistical Report

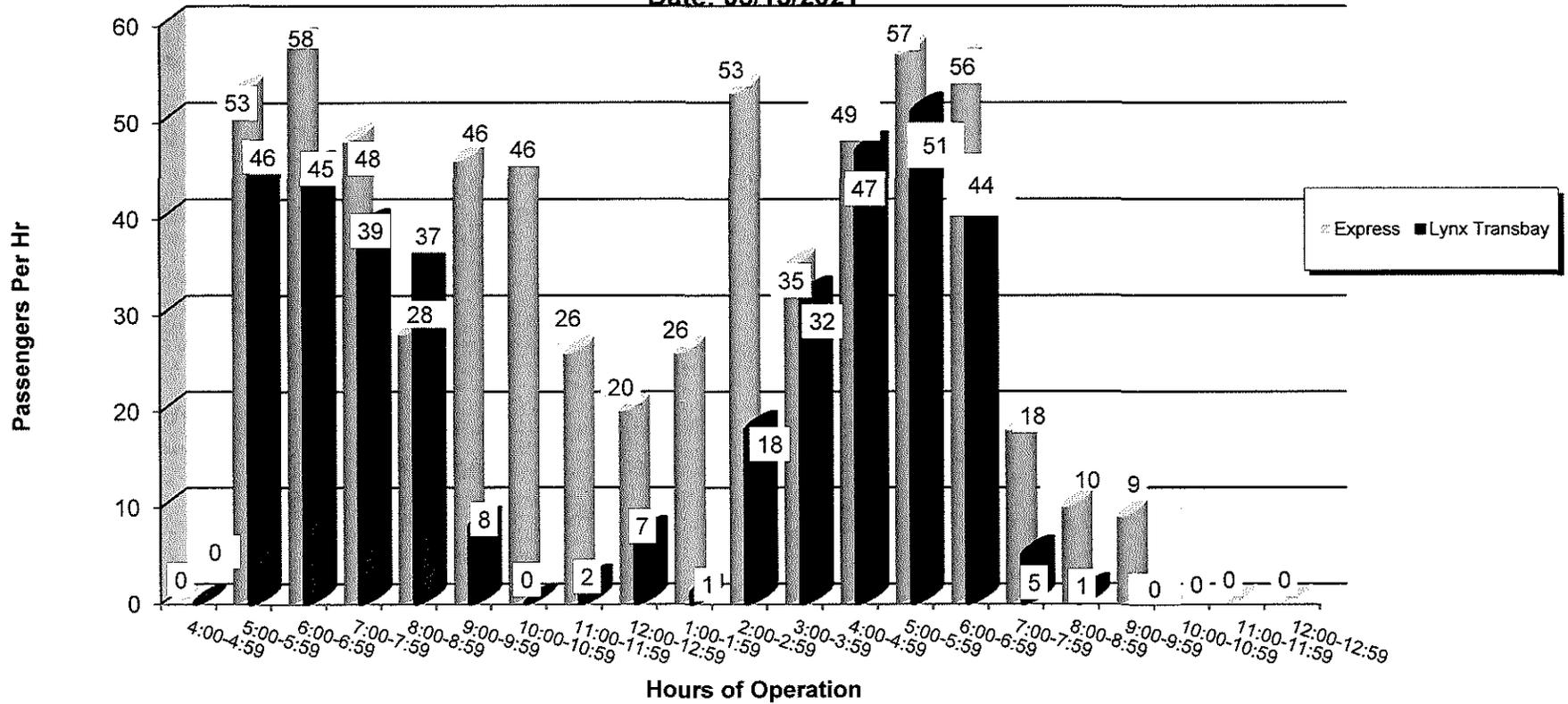
May, FY 20/21

System

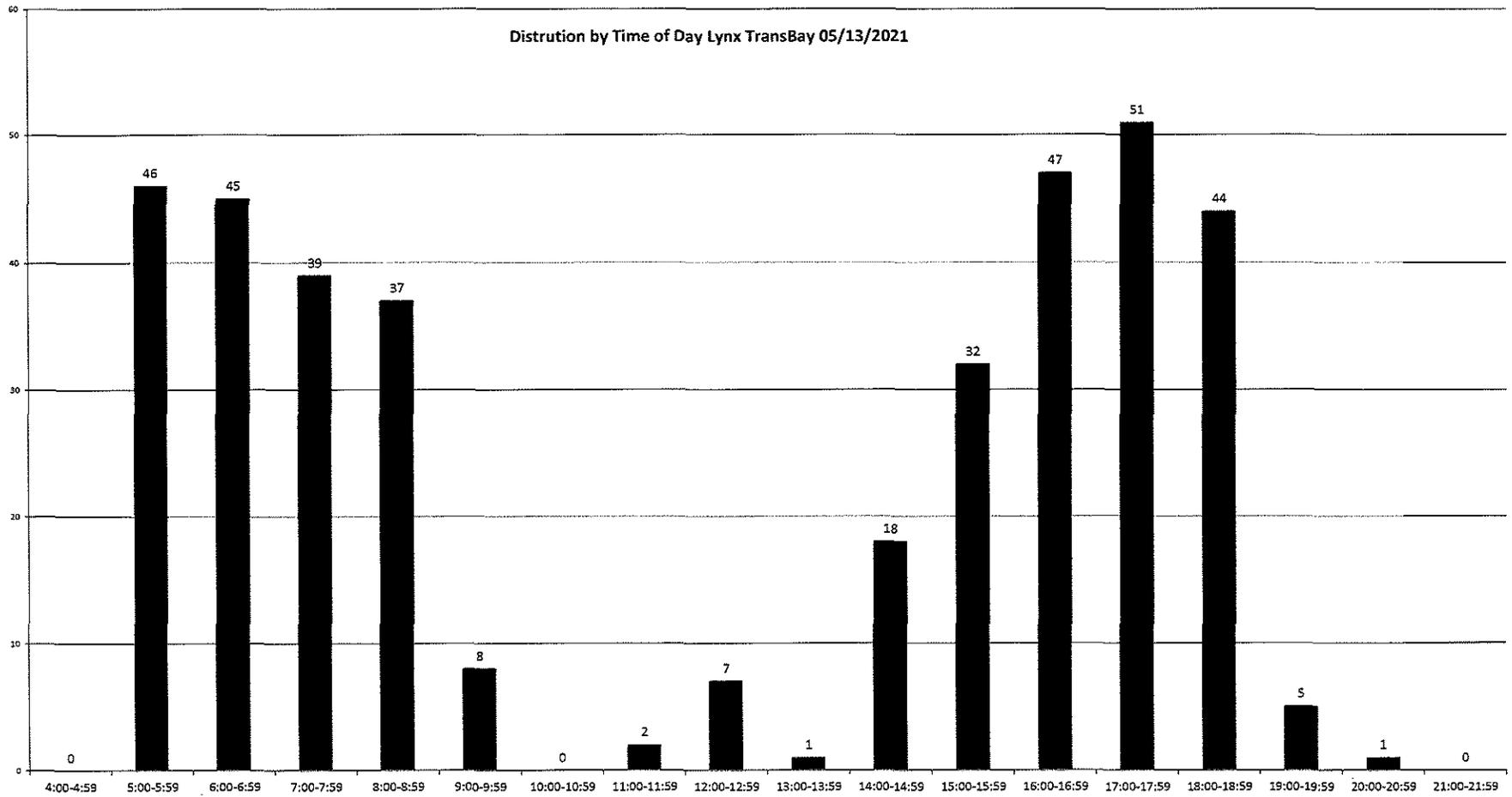
All Routes

Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	May			Fiscal Year To Date			May			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	344	665	93.3	22,180	6,332	-71.5	1.9	3.7	94.3	8.5	3.1	-63.5
Route 11 Weekday	1,347	1,606	19.2	43,896	16,379	-62.7	4.2	5.0	18.5	10.1	4.5	-55.8
Route 11 Saturday	173	198	14.5	2,932	2,132	-27.3	2.9	3.3	13.2	4.6	3.4	-25.4
Route 11 Total	1,520	1,804	18.7	46,828	18,511	-60.5	4.0	4.7	17.8	9.4	4.3	-54.1
Route 12 Weekday	471	686	45.6	25,726	6,884	-73.2	2.2	3.2	45.0	8.3	2.9	-65.7
Route 15 Weekday	375	657	75.2	16,777	6,173	-63.2	1.7	3.0	75.2	6.5	2.5	-61.5
Route 16 Weekday	1,178	2,298	95.1	47,739	19,990	-58.1	2.1	4.1	94.7	7.1	3.1	-56.2
Route 19 Saturday	154	261	69.5	2,803	2,079	-25.8	2.4	4.0	69.3	3.9	3.1	-20.5
Route 30Z Weekday	497	534	7.4	20,242	5,991	-70.4	1.8	2.0	6.7	4.6	1.9	-58.2
Route C3 Weekday	1,849	2,273	22.9	51,737	24,288	-53.1	3.7	4.5	22.5	9.1	4.2	-53.2
Route DAR Weekday	730	1,039	42.3	24,900	10,067	-59.6	1.7	1.7	-0.5	2.2	1.6	-26.8
Route DAR Saturday	89	176	97.8	1,975	1,415	-28.4	1.8	1.9	6.4	2.1	1.9	-6.1
Route DAR Total	819	1,215	48.4	26,875	11,482	-57.3	1.7	1.7	0.7	2.2	1.6	-24.9
Route J Weekday	4,971	6,463	30.0	181,861	64,311	-64.6	5.2	6.5	25.7	11.6	5.7	-51.0
Route J Saturday	894	1,322	47.9	22,307	12,638	-43.3	5.3	7.7	45.1	9.4	6.9	-25.8
Route J Sunday	708	1,093	54.4	15,586	9,218	-40.9	3.5	5.3	51.8	7.5	5.0	-33.0
Route J Total	6,573	8,878	35.1	219,754	86,167	-60.8	4.9	6.5	31.2	10.9	5.7	-47.2
Route JPX Weekday	3,373	4,866	44.3	112,957	49,115	-56.5	5.9	8.2	38.2	11.5	7.3	-36.3
Route LYNX Weekday	3,523	6,672	89.4	266,904	69,477	-74.0	4.6	7.9	71.1	17.1	7.5	-56.3
Total System-Wide	20,676	30,809	49.0	860,522	306,489	-64.4	3.7	5.2	39.4	9.7	4.7	-51.5

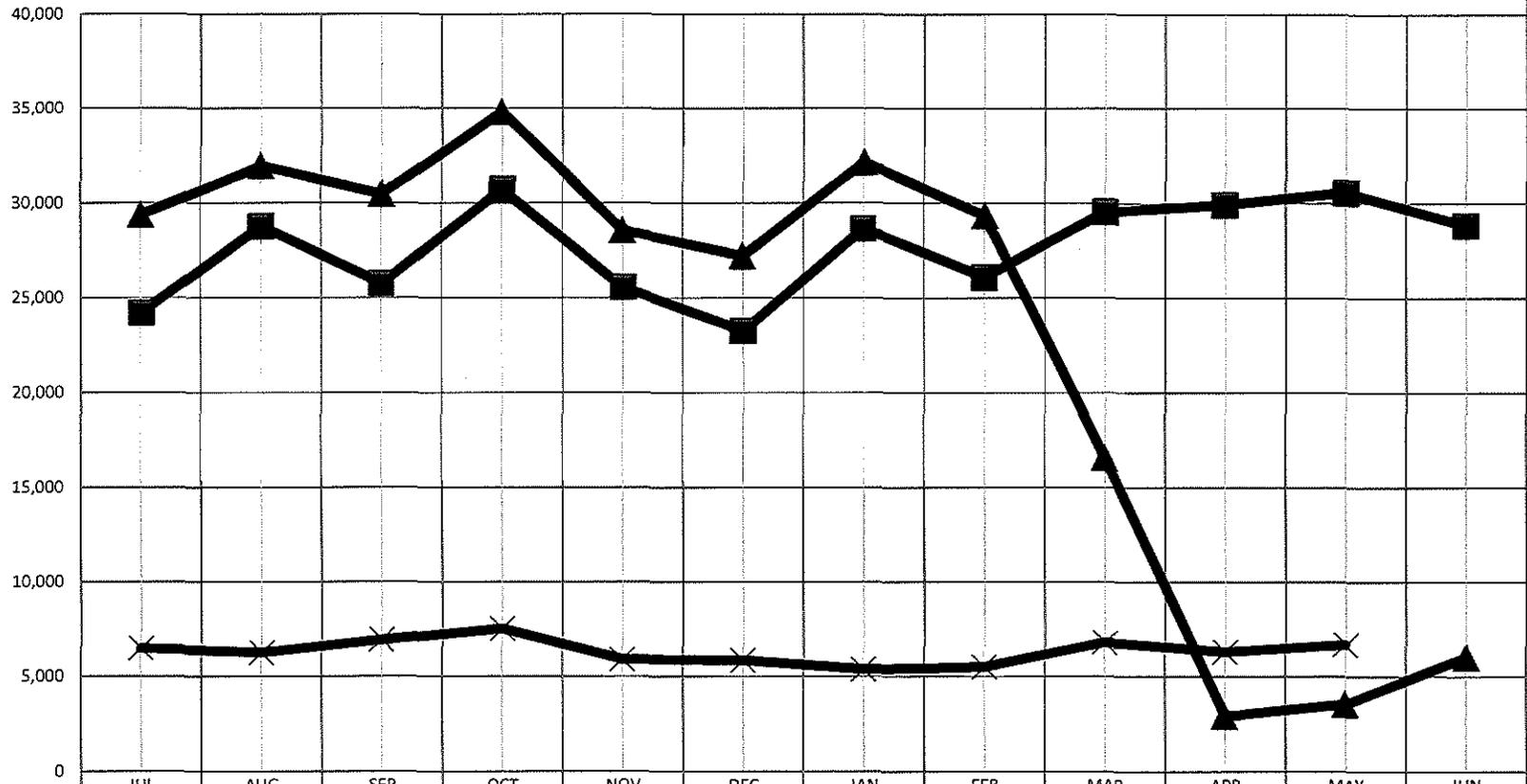
**Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day
Date: 05/13/2021**



Distrution by Time of Day Lynx TransBay 05/13/2021



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	6,299	6,672	

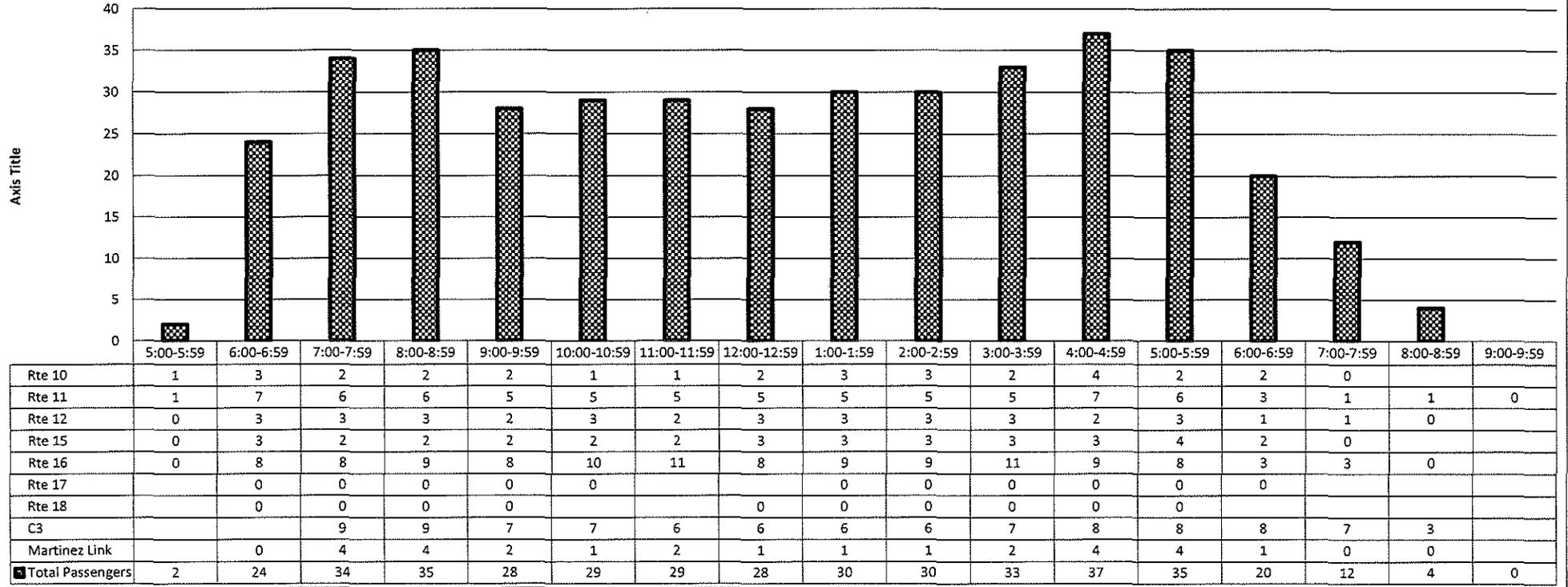
Distribution by Time of Day - Fixed Route

Date: 5/13/2021

	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	1	3	2	2	2	1	1	2	3	3	2	4	2	2	0		
Rte 11	1	7	6	6	5	5	5	5	5	5	5	7	6	3	1	1	0
Rte 12	0	3	3	3	2	3	2	3	3	3	3	2	3	1	1	0	
Rte 15	0	3	2	2	2	2	2	3	3	3	3	3	4	2	0		
Rte 16	0	8	8	9	8	10	11	8	9	9	11	9	8	3	3	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			9	9	7	7	6	6	6	6	7	8	8	8	7	3	
Martinez Link		0	4	4	2	1	2	1	1	1	2	4	4	1	0	0	
Total Passengers	2	24	34	35	28	29	29	28	30	30	33	37	35	20	12	4	0

Total Route 10	30
Total Route 11	73
Total Route 12	35
Total Route 15	34
Total Route 16	114
Total Route 17	0
Total Route 18	0
Total C3	97
Martinez Link	27
Total	410

Distribubtion By Time Of Day Fixed Route 05/13/2021



Distribution by Time of Day - WestCAT Express

Date: 5/13/2021

	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		25	28	29	10	28	18	10	7	7	28	10	20	27	28	3	5
J	0	28	30	19	18	18	28	16	13	19	25	25	29	30	28	15	5
Total Passengers	0	53	58	48	28	46	46	26	20	26	53	35	49	57	56	18	10

	21:00-21:59	22:00-22:59	23:00-23:59	24:00-24:59
JX				
JPX				
J	9	0	0	0
Total Passengers	9	0	0	0

JX	0
JPX	283
J	355
Total	638

Distribution by Time of Day -Lynx Transbay

Date: 5/13/2021

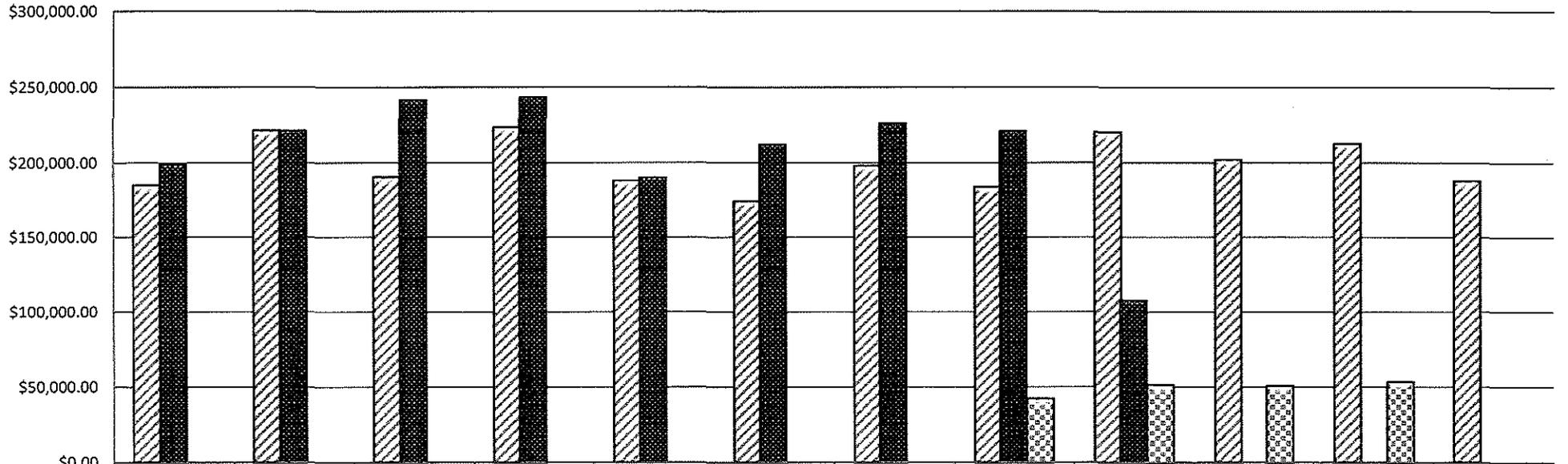
	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
TransBay LYNX	0	46	45	39	37	8	0	2	7	1	18	32	47	51	44	5	1
Total Passengers	0	46	45	39	37	8	0	2	7	1	18	32	47	51	44	5	1

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

Total Lynx	383
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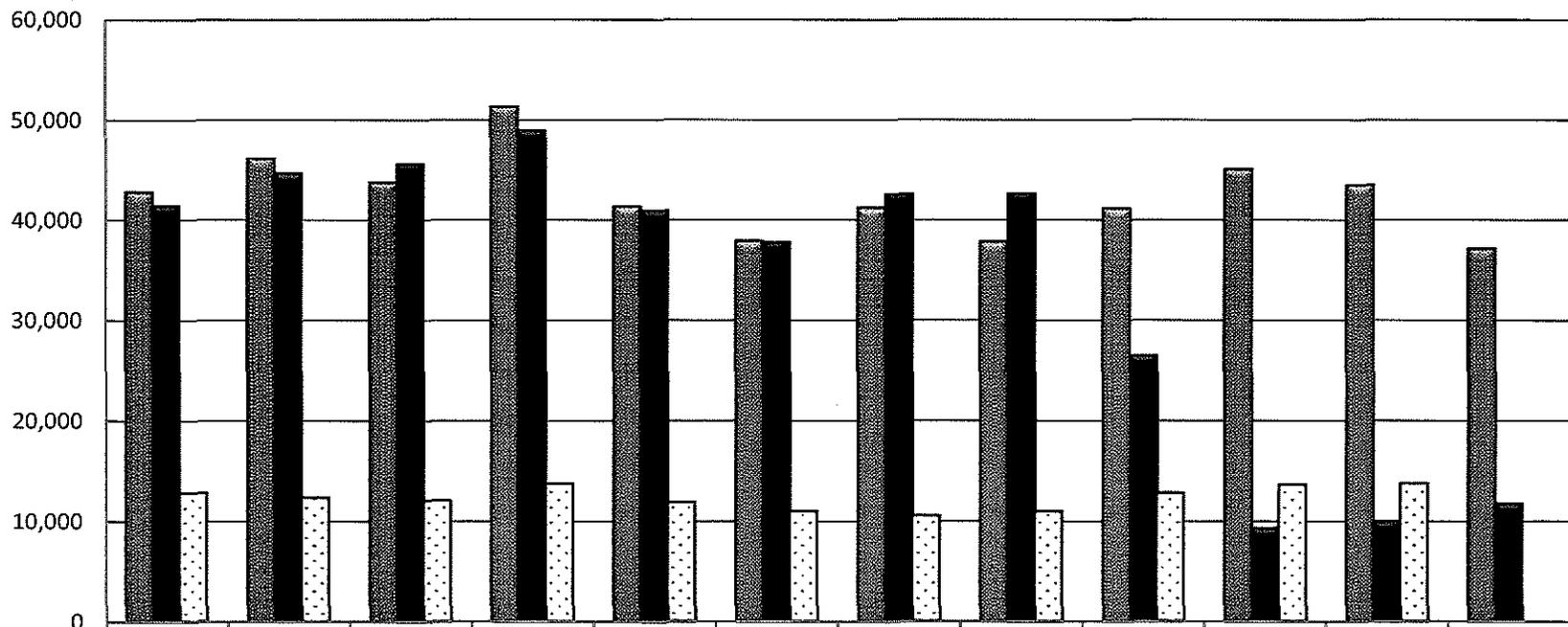
WESTCAT FAREBOX REVENUE



	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	\$50,630.10	\$53,126.81	\$0.00



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	13,611	13,744	



Monthly Management Report Summary

June, FY 20/21

System & Program Summary

	June FY 20/21	June FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
System Total						
Total Passengers	32,899	27,573	19.3	339,388	954,072	-64.4
Revenue Passengers	25,970	0		124,564	799,687	-84.4
Weekday Total Passengers	30,425	25,445	19.6	309,432	906,341	-65.9
Saturday Total Passengers	1,589	1,511	5.2	19,853	31,528	-37.0
Sunday Total Passengers	885	617	43.4	10,103	16,203	-37.6
Weekday Average Passengers	1,383	1,157	19.5	1,228	3,597	-65.9
Saturday Average Passengers	397	378	5.0	355	563	-36.9
Sunday Average Passengers	221	154	43.5	174	279	-37.6
Vehicle Revenue Hours	6,255.45	5,984.63	4.5	71,430.28	100,735.47	-29.1
Total Vehicle Hours	6,595.66	6,372.61	3.5	75,496.01	107,500.15	-29.8
Revenue Vehicle Miles	103,411.5	102,290.4	1.1	1,224,463.5	1,794,214.2	-31.8
Total Miles	120,302.0	118,904.0	1.2	1,404,497.0	1,994,426.9	-29.6
Dial-A-Ride Program						
Number of Weekdays	22	22	0.0	251	252	-0.4
Number of Saturdays	4	4	0.0	56	56	0.0
Total Passengers	1,342	940	42.8	12,824	27,815	-53.9
Revenue Passengers	1,247			5,501	23,819	-76.9
Weekday Total Passengers	1,201	828	45.0	11,268	25,728	-56.2
Saturday Total Passengers	141	112	25.9	1,556	2,087	-25.4
Weekday Average Passengers	55	38	44.7	45	102	-55.9
Saturday Average Passengers	35	28	25.0	28	37	-24.3
Vehicle Revenue Hours	789.21	562.09	40.4	7,800.55	12,891.92	-39.5
Total Vehicle Hours	840.88	661.87	27.0	8,537.61	14,183.66	-39.8
Productivity	1.70	1.67	1.8	1.64	2.16	-24.1
Revenue Vehicle Miles	10,885.8	9,492.1	14.7	136,851.8	172,268.6	-20.6
Total Miles	11,875.0	10,719.0	10.8	148,635.1	188,906.0	-21.3
Express Routes Program						
Number of Weekdays	22	22	0.0	251	252	-0.4
Number of Saturdays	4	4	0.0	56	56	0.0
Number of Sundays	4	4	0.0	58	58	0.0
Total Passengers	13,954	11,773	18.5	149,236	402,110	-62.9
Revenue Passengers	10,291	0		54,672	337,440	-83.8
Weekday Total Passengers	11,974	10,229	17.1	125,400	362,673	-65.4
Saturday Total Passengers	1,095	927	18.1	13,733	23,234	-40.9
Sunday Total Passengers	885	617	43.4	10,103	16,203	-37.6
Weekday Average Passengers	544	465	17.0	500	1,439	-65.3
Saturday Average Passengers	274	232	18.1	245	415	-41.0
Sunday Average Passengers	221	154	43.5	174	279	-37.6
Vehicle Revenue Hours	1,976.14	1,986.82	-0.5	23,677.66	35,793.25	-33.8
Total Vehicle Hours	2,071.26	2,081.94	-0.5	24,789.38	38,585.25	-35.8
Productivity	7.06	5.93	19.1	6.30	11.23	-43.9
Revenue Vehicle Miles	26,389.5	27,206.4	-3.0	325,028.7	626,610.9	-48.1
Total Miles	28,099.5	28,916.4	-2.8	345,013.3	682,495.6	-49.4



Monthly Management Report Summary

June, FY 20/21

System & Program Summary

	June FY 20/21	June FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
Local Fixed Routes Program						
Number of Weekdays	22	22	0.0	251	252	-0.4
Number of Saturdays	4	4	0.0	56	56	0.0
Total Passengers	10,121	8,862	14.2	100,369	251,245	-60.1
Revenue Passengers	7,737	0		33,284	184,509	-82.0
Weekday Total Passengers	9,768	8,390	16.4	95,805	245,038	-60.9
Saturday Total Passengers	353	472	-25.2	4,564	6,207	-26.5
Weekday Average Passengers	444	381	16.5	382	972	-60.7
Saturday Average Passengers	88	118	-25.4	82	111	-26.1
Vehicle Revenue Hours	2,595.35	2,578.49	0.7	29,761.23	35,578.60	-16.4
Total Vehicle Hours	2,711.77	2,694.57	0.6	31,093.19	37,235.36	-16.5
Productivity	3.90	3.44	13.4	3.37	7.06	-52.3
Revenue Vehicle Miles	41,069.4	41,037.1	0.1	472,837.3	550,724.3	-14.1
Total Miles	43,447.0	43,408.3	0.1	500,089.3	583,638.2	-14.3
Transbay Lynx Program						
Number of Weekdays	22	22	0.0	253	254	-0.4
Total Passengers	7,482	5,998	24.7	76,959	272,902	-71.8
Revenue Passengers	6,695	0		31,107	253,919	-87.7
Weekday Total Passengers	7,482	5,998	24.7	76,959	272,902	-71.8
Weekday Average Passengers	340	273	24.5	304	1,074	-71.7
Vehicle Revenue Hours	894.75	857.23	4.4	10,190.84	16,471.70	-38.1
Total Vehicle Hours	971.75	934.23	4.0	11,075.83	17,495.88	-36.7
Productivity	8.36	7.00	19.4	7.55	16.57	-54.4
Revenue Vehicle Miles	25,066.8	24,554.8	2.1	289,745.7	444,610.4	-34.8
Total Miles	26,668.4	26,156.4	2.0	308,154.5	465,116.9	-33.7

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation

Month & Fiscal Year- June 2021

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 11,070.50	\$ 51,090.75	\$ -	\$ 4,926.25	\$ 6,144.25
Cash Fare - Senior & Disabled	\$ 2,897.25	\$ 12,907.00	\$ 922.50	\$ 640.50	\$ 1,334.25
Cash Fare - Transfers	\$ 896.75	\$ 3,791.50	\$ 2.50	\$ 56.25	\$ 838.00
Cash Fare - Regional Paratransit	\$ 330.00	\$ 1,740.00	\$ 330.00		
Cash Fare - Local Day Pass Sales	\$ 1,702.50	\$ 7,417.00		\$ 3.00	\$ 1,699.50
Total Estimated Cash (a)	\$ 16,897.00	\$ 76,946.25	\$ 1,255.00	\$ 5,626.00	\$ 10,016.00
Over/(Short) Cash Count	\$ (0.84)	\$ 4.98	\$ (1.20)	\$ 0.59	\$ (0.23)
Bank Deposit Corrections	\$ -	\$ -			
Subtotal Cash Fare Deposit	\$ 16,896.16	\$ 76,951.23	\$ 1,253.80	\$ 5,626.59	\$ 10,015.77
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 365.00	\$ 1,660.00	\$ 365.00		
Clipper Sales	\$ -	\$ -			
Lynx 31-Day Pass Sales	\$ 1,610.00	\$ 4,900.00		\$ 1,610.00	
Lynx Stored Ride Pass Sales	\$ 190.00	\$ 430.00		\$ 190.00	
Local 31-Day Pass Sales	\$ 540.00	\$ 1,800.00			\$ 540.00
Local Stored Value Pass Sales	\$ -	\$ 20.00			
Local Day Pass Sales (In-house)	\$ 17.50	\$ 87.50			\$ 17.50
East Bay Value Pass Sales	\$ -	\$ -			
Summer Youth Pass	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ (20.00)	\$ (700.00)	\$ (20.00)		
Subtotal Prepaid Sales Deposit	\$ 2,702.50	\$ 8,197.50	\$ 345.00	\$ 1,800.00	\$ 557.50
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
511 Contra Costa (JPX Promo)	\$ -	\$ -			
CCC Nutrition Tickets	\$ -	\$ -			
Lynx B1G1F	\$ -	\$ 1,120.00			
Wage Works	\$ 720.00	\$ 3,610.00		\$ 700.00	\$ 20.00
Capital Corridor Vouchers	\$ 117.00	\$ 123.00			\$ 117.00
WWCCTAC (S/D Clipper)	\$ -	\$ -			
John Swett USD	\$ -	\$ -			
511 CC	\$ -	\$ -			
CCTA (37.00 SBPP)	\$ -	\$ 34.50			
WCCUSD SBP	\$ -	\$ -			
City of Hercules Parking Permit Program	\$ 17.87	\$ 200.75			\$ 17.87
HTC Parking Combos	\$ -	\$ 468.98			
Cole Vocational	\$ -	\$ -			
Clipper	\$ 32,927.60	\$ 159,789.24		\$ 22,343.85	\$ 10,583.75
Clipper Start Reimburse Feb & Mar	\$ 1.58	\$ 1.58			\$ 1.58
*Other	\$ -	\$ -			
Subtotal Billings	\$ 33,784.05	\$ 165,348.05	\$ -	\$ 23,043.85	\$ 10,740.20
Total Passenger Revenue	\$ 53,382.71	\$ 250,496.78	\$ 1,598.80	\$ 30,470.44	\$ 21,313.47

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

Preventable Accidents per Miles Driven in 12 Month
Period

June-21

	Miles	Accidents	Frequency 12 Month Period
FR	1,201,575	13	92,429
DAR	148,635	2	74,318

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	5	8	0	1	11	10
DAR	0	0	2	2	1	1	2	2



Passenger & Productivity Statistical Report

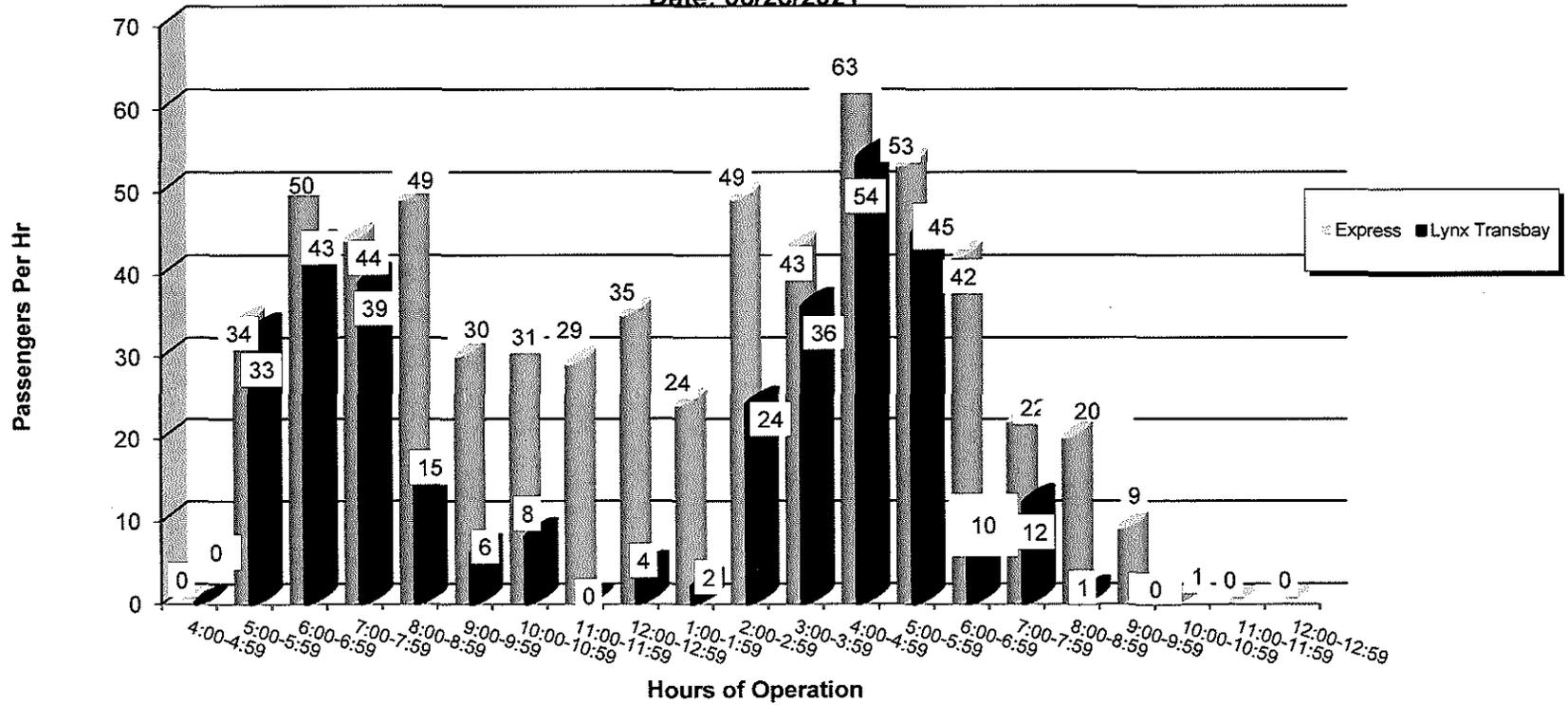
June, FY 20/21

System

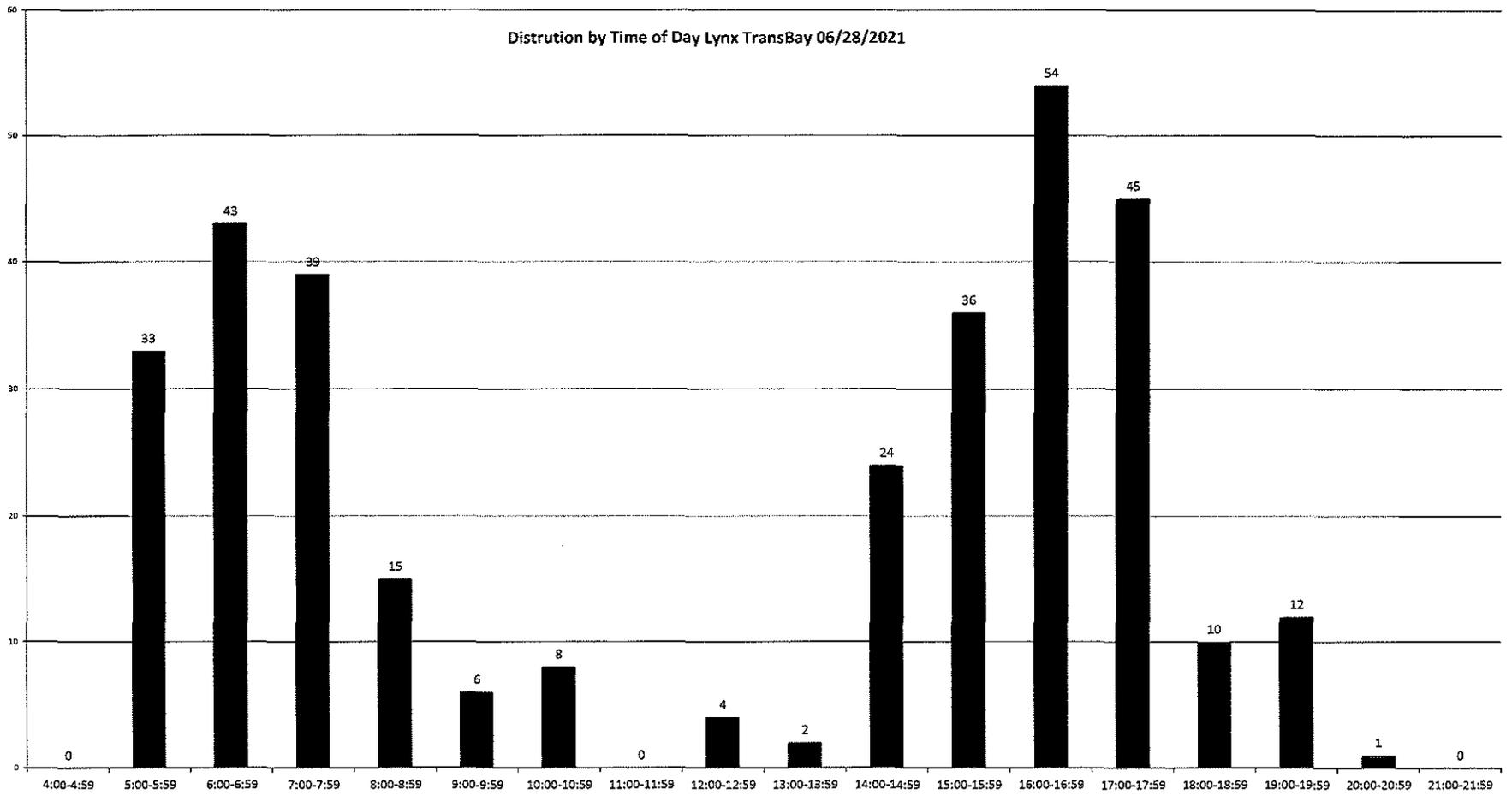
All Routes

Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	June			Fiscal Year To Date			June			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	478	727	52.1	22,658	7,059	-68.8	2.4	3.7	51.1	8.1	3.1	-61.0
Route 11 Weekday	1,624	1,599	-1.5	45,520	17,978	-60.5	4.7	4.5	-3.9	9.7	4.5	-53.9
Route 11 Saturday	293	173	-41.0	3,225	2,305	-28.5	6.1	3.6	-40.8	4.7	3.4	-26.8
Route 11 Total	1,917	1,772	-7.6	48,745	20,283	-58.4	4.8	4.4	-9.5	9.1	4.3	-52.3
Route 12 Weekday	713	756	6.0	26,439	7,640	-71.1	3.1	3.3	6.0	8.0	2.9	-63.7
Route 15 Weekday	514	726	41.2	17,291	6,899	-60.1	2.2	3.1	41.2	6.1	2.5	-58.4
Route 16 Weekday	1,944	2,438	25.4	49,683	22,428	-54.9	3.1	3.9	25.4	6.7	3.2	-53.0
Route 19 Saturday	179	180	0.6	2,982	2,259	-24.2	3.5	3.5	0.3	3.9	3.1	-19.3
Route 30Z Weekday	661	645	-2.4	20,903	6,636	-68.3	2.2	2.2	-3.7	4.5	2.0	-56.4
Route C3 Weekday	2,456	2,877	17.1	54,193	27,165	-49.9	4.5	5.2	16.5	8.7	4.3	-50.1
Route DAR Weekday	828	1,201	45.0	25,728	11,268	-56.2	1.6	1.6	1.5	2.2	1.6	-25.8
Route DAR Saturday	112	141	25.9	2,087	1,556	-25.4	2.3	2.5	10.3	2.1	2.0	-4.6
Route DAR Total	940	1,342	42.8	27,815	12,824	-53.9	1.7	1.7	1.7	2.2	1.6	-23.8
Route J Weekday	6,216	6,894	10.9	188,077	71,205	-62.1	5.8	6.5	12.1	11.2	5.7	-48.7
Route J Saturday	927	1,095	18.1	23,234	13,733	-40.9	6.6	8.1	21.4	9.2	7.0	-23.8
Route J Sunday	617	885	43.4	16,203	10,103	-37.6	4.6	6.5	43.6	7.3	5.1	-29.9
Route J Total	7,760	8,874	14.4	227,514	95,041	-58.2	5.7	6.6	15.7	10.6	5.8	-44.9
Route JPX Weekday	4,013	5,080	26.6	116,970	54,195	-53.7	6.3	7.9	25.6	11.2	7.4	-34.1
Route LYNX Weekday	5,998	7,482	24.7	272,902	76,959	-71.8	7.0	8.4	19.5	16.6	7.6	-54.4
Total System-Wide	27,573	32,899	19.3	888,095	339,388	-61.8	4.6	5.3	14.2	9.4	4.8	-49.3

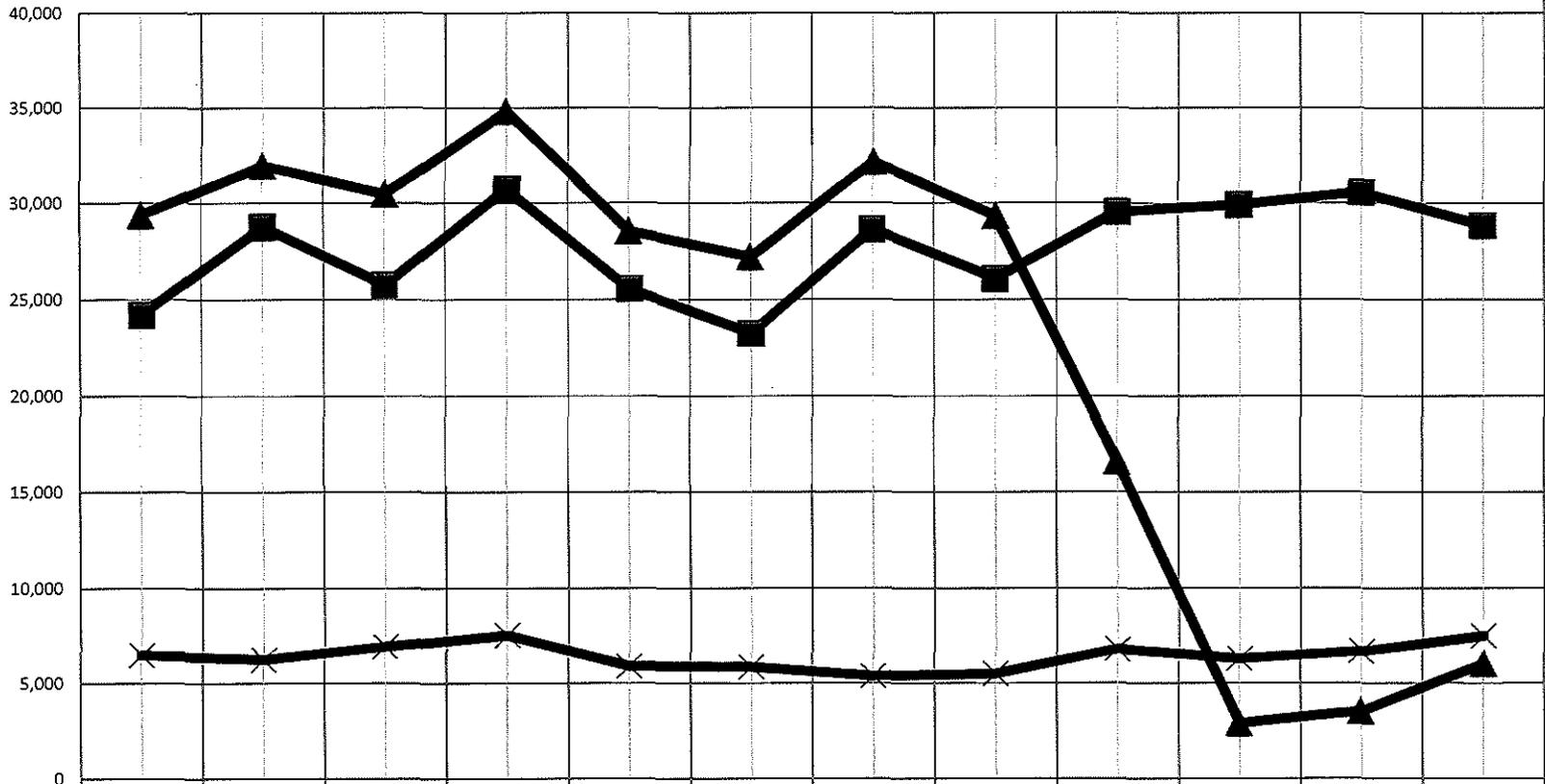
**Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day
Date: 06/28/2021**



Distrution by Time of Day Lynx TransBay 06/28/2021



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	6,299	6,672	7,482

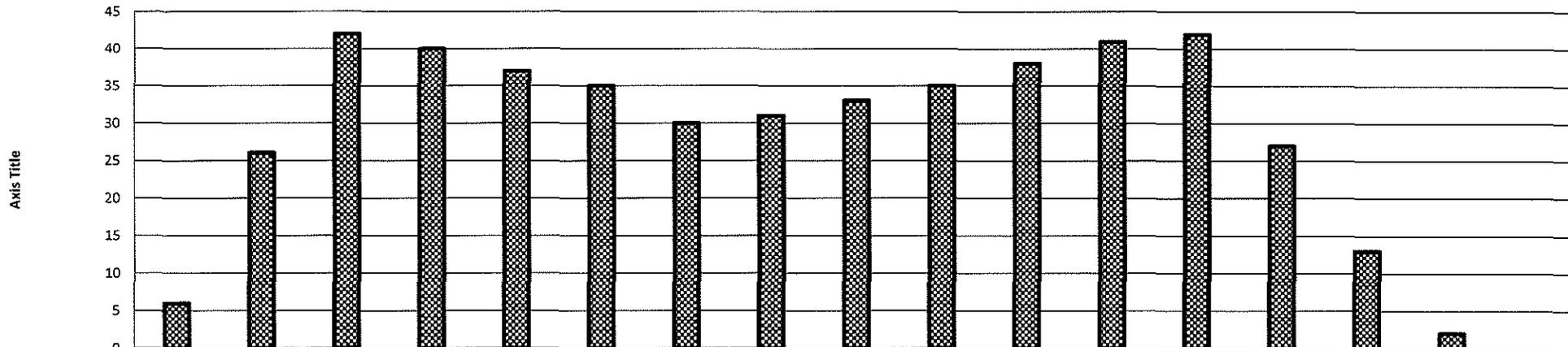
Distribution by Time of Day - Fixed Route

Date: 6/28/2021

	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	1	3	1	2	2	2	2	1	5	4	3	2	3	1	1		
Rte 11	2	8	8	7	5	5	4	5	4	6	7	8	8	3	1	1	0
Rte 12	1	3	4	3	3	3	4	1	1	1	3	3	3	1	1	0	
Rte 15	2	5	1	2	1	1	1	2	2	1	3	5	5	4	2		
Rte 16	0	7	10	11	12	11	7	8	10	10	10	8	8	7	2	0	
Rte 17		0	0	0	0	0			0	0	0	0	0	0			
Rte 18		0	0	0	0			0	0	0	0	0	0				
C3			13	11	12	12	11	12	10	11	10	10	10	10	5	1	
Martinez Link		0	5	4	2	1	1	2	1	2	2	5	5	1	1	0	
Total Passengers	6	26	42	40	37	35	30	31	33	35	38	41	42	27	13	2	0

Total Route 10	33
Total Route 11	82
Total Route 12	35
Total Route 15	37
Total Route 16	121
Total Route 17	0
Total Route 18	0
Total C3	138
Martinez Link	32
Total	478

Distrubution By Time Of Day Fixed Route 06/28/2021



	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	1	3	1	2	2	2	2	1	5	4	3	2	3	1	1		
Rte 11	2	8	8	7	5	5	4	5	4	6	7	8	8	3	1	1	0
Rte 12	1	3	4	3	3	3	4	1	1	1	3	3	3	1	1	0	
Rte 15	2	5	1	2	1	1	1	2	2	1	3	5	5	4	2		
Rte 16	0	7	10	11	12	11	7	8	10	10	10	8	8	7	2	0	
Rte 17		0	0	0	0	0			0	0	0	0	0	0			
Rte 18		0	0	0	0			0	0	0	0	0	0				
C3			13	11	12	12	11	12	10	11	10	10	10	10	5	1	
Martinez Link		0	5	4	2	1	1	2	1	2	2	5	5	1	1	0	
Total Passengers	6	26	42	40	37	35	30	31	33	35	38	41	42	27	13	2	0

Distribution by Time of Day - WestCAT Express

Date: 6/28/2021

	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	27	22	21	15	14	11	20	12	30	17	34	21	23	11	2
J	0	14	23	22	28	15	17	18	15	12	19	26	29	32	19	11	18
Total Passengers	0	34	50	44	49	30	31	29	35	24	49	43	63	53	42	22	20

	21:00-21:59	22:00-22:59	23:00-23:59	24:00-24:59
JX				
JPX				
J	9	1	0	0
Total Passengers	9	1	0	0

JX	0
JPX	300
J	328
Total	628

Distribution by Time of Day -Lynx Transbay

Date: 6/28/2021

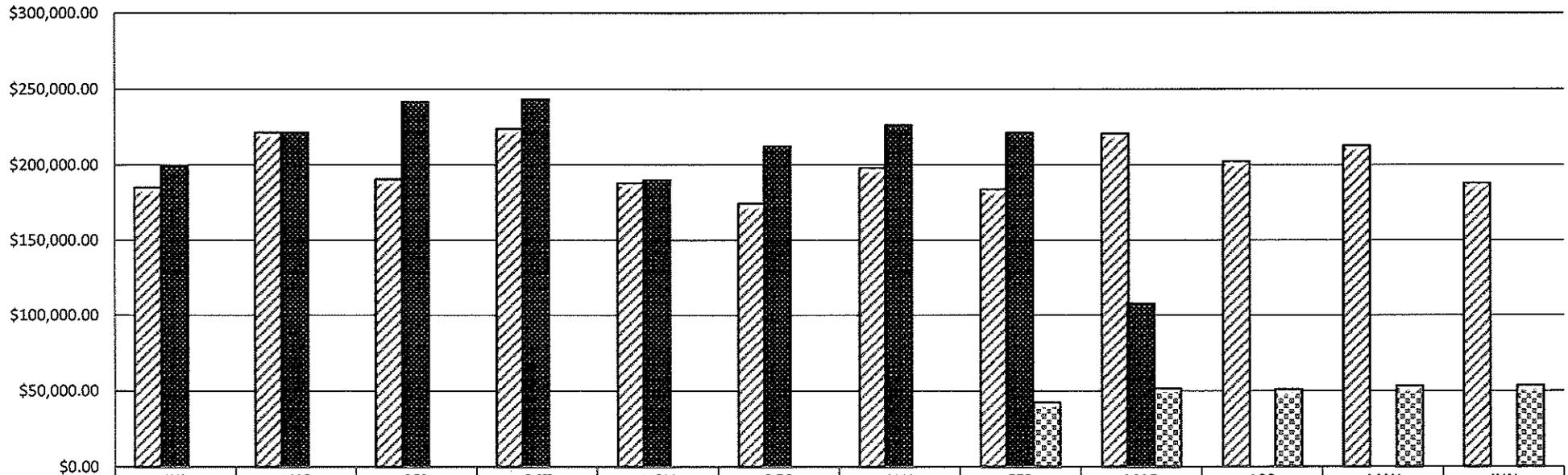
	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
TransBay LYNX	0	33	43	39	15	6	8	0	4	2	24	36	54	45	10	12	1
Total Passengers	0	33	43	39	15	6	8	0	4	2	24	36	54	45	10	12	1

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

Total Lynx	332
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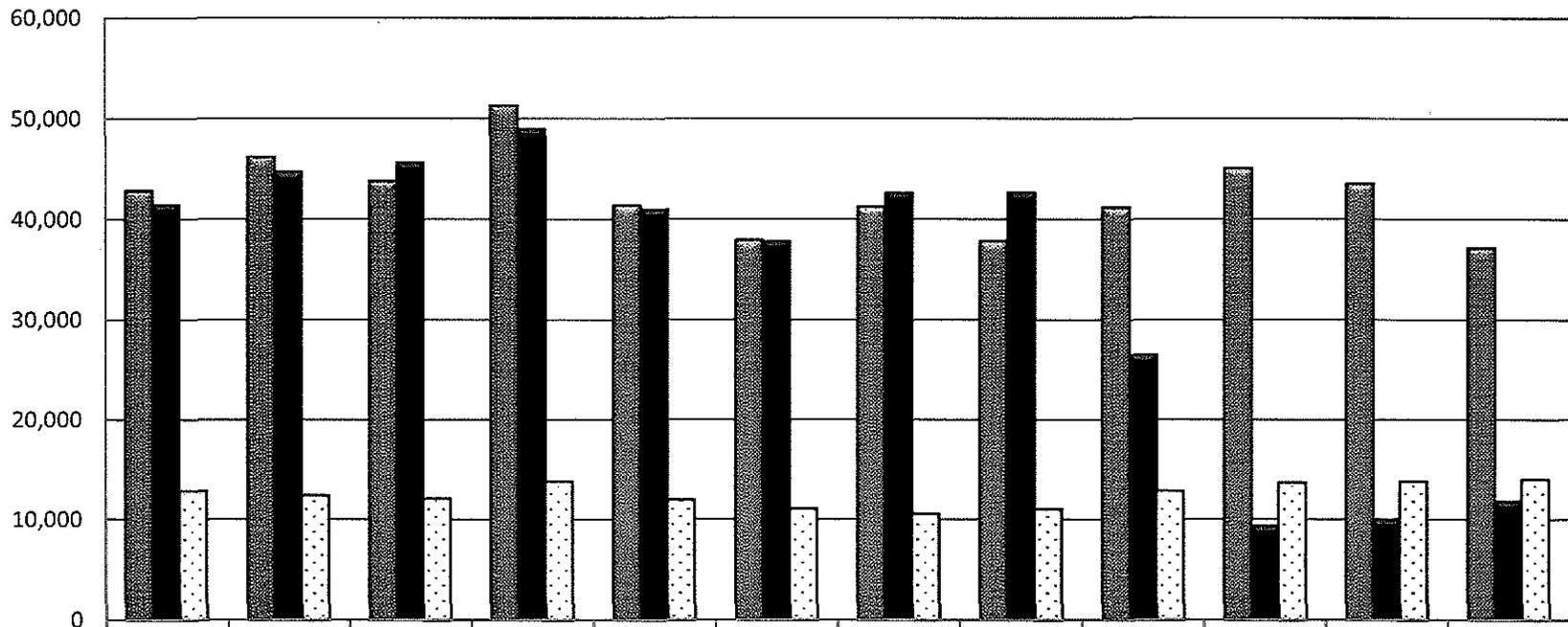
WESTCAT FAREBOX REVENUE



	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	\$50,630.10	\$53,126.81	\$53,382.71



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	13,611	13,744	13,954

Agenda Item 2.1

Election of Officers

TO: Board of Directors

DATE: July 29, 2021

FROM: General Manager

SUBJECT Election of Chair and Vice-Chair for FY21/22

The WCCTA Bylaws call for the annual election of the Chairperson and Vice-Chairperson at the beginning of each Fiscal Year. The new Vice-Chair heads the F& A Committee. Below is a history of the past officers and the area they represent.

The

<u>Fiscal Year</u>	<u>Chair</u>		<u>Vice-Chair</u>	
11-12	T. Hansen	(C)	M. deVera	(H)
12-13	M. deVera	(H)	P. Green	(P)
13-14	P. Green	(P)	A. Chavez	(C)
14-15	A. Chavez	(C)	M. deVera	(H)
15-16	M. DeVera	(H)	D. Long	(P)
16-17	D. Long	(P)	T. Hansen	(C)
17-18	T. Hansen	(C)	C. Kelley	(H)
18-19	C. Kelley	(H)	T. Banuelos (7/1/2018- 12/31/2018)	(P)
			N. Martinez-Rubin (1/1/19 through 6/30/19)	(P)
19-20	C. Kelley	(H)	N. Martinez-Rubin	(P)
20-21	N. Martinez-Rubin	(P)	A. Chavez	(C)

Agenda Item 2.3
Staff Report on Proposed September 2021 Free Fare Promotion

As part of the State's June 15th reopening plan, California's restrictions on capacity limits and social distancing have been removed. Using this as a springboard opportunity, transit agencies have been collectively discussing various ways to attract people back to transit. Bay Area operators' original *Healthy Transit Plan* was a focused effort to assure riders that transit would remain a safe and viable travel option. While there have been no COVID-19 outbreaks attributed to public transit, operators recognize that further efforts may be needed to address any remaining concerns and to encourage passengers to return to transit.

In June, the BART Board of Directors approved a 50% discount on all Clipper fares during the month of September. In support of this effort, East Bay operators with connecting service to BART—Tri Delta Transit, County Connection, and LAVTA—will be providing free rides to passengers during the month of September.

WestCAT staff believes that it is in our agency's best interest to align our fare policy with those of the other East Bay operators by offering free fares on all WestCAT routes throughout the month of September. This will not only minimize any confusion for passengers but will also reinforce and strengthen the long-standing coordination between the East Bay suburban transit systems while aligning with the goals of the Blue-Ribbon Transit Recovery Task Force.

Based on current ridership trends, staff estimates the free ride promotion could result in a non-collection of approximately \$93,000 in fares. This amount takes into consideration a potential ridership increase of 20% that such an incentive program can attract. To offset any revenue loss from this promotion, WestCAT received approval from the Low Carbon Transit Operations Program (LCTOP) to apply our 2021 LCTOP grant allocation to this coordinated Return to Transit project. With \$130,138 in 2021 LCTOP funds available, WestCAT expects to fully recover any revenue loss during the promotional period.

Staff Recommendation

Staff is seeking formal authorization from the Board to offer free fares on all WestCAT routes for the entire month of September. In addition, in response to a request from Supervisor John Gioia's office, staff requests similar authority to offer free fares on October 6, which has been designated as "California Clean Air Day", as an additional encouragement for people to consider returning to transit.

Agenda Item 2.4
Staff Report on Amendment 1 to Agreement for General Manager Services

At the end of Fiscal Year 2021, WCCTA's personnel policy manual was updated to implement a vacation accrual cap for all employees. This was done to address a structural problem in the previous policy that resulted in recurring payouts of employees' unused vacation hours at the close of each fiscal year. The personnel policy changes applied to all members of the WCCTA staff, with the exception of the General Manager whose employment terms are set by the language in the Agreement for General Manager Services.

The primary objectives of the changed vacation policy were twofold. First, the policy change simplified the tracking and administration of the vacation accrual (which differed across several tenure categories). It was also intended to limit WCCTA's exposure resulting from the required cash out of accrued vacation each July. This annual reset also made it difficult for employees to take longer periods of vacation in the early months of a fiscal year until they had accrued sufficient time in that fiscal year to cover the time off.

In place of this unworkable approach, management implemented a new vacation accrual policy which established a cap on the amount of vacation that could be earned and stored by an employee. The new policy allows each employee to accrue a maximum of 160 hours. When this limit is reached, vacation hour accrual stops until the employee takes time off and reduces the balance in the vacation account below the cap.

The current agreement between WCCTA and its General Manager, Charles Anderson, does not contain a vacation accrual cap, but instead includes provisions very similar to those that have now been removed from the WCCTA personnel policy manual. Section 2 (l) of the current agreement states the following:

- 2 (l) *A maximum of 10 days of unused vacation leave shall be rolled over to the following year, and any days in excess of this amount at the end of a contract year shall be paid as accrued salaried time and shall not be carried forward beyond this date.*

Staff Recommendation

Staff has engaged our legal counsel to prepare the attached First Amendment to the Agreement for General Manager Services to replace current vacation carryover provisions cited above with language establishing a vacation accrual cap. The Amendment also updates the agreement to incorporate new employment contract language required by the State of California. Staff recommends that the Board formally approve Amendment 1 to the Agreement for General Manager services, and authorize the Chairperson of the Board to execute the amendment.

FIRST AMENDMENT TO AGREEMENT FOR GENERAL MANAGER SERVICES

THIS FIRST AMENDMENT TO AGREEMENT FOR GENERAL MANAGER SERVICES ("First Amendment") is entered into as of July 1, 2021, by and between WESTERN CONTRA COSTA TRANSIT AUTHORITY, a joint powers authority (hereinafter referred to as "WCCTA" or "Employer") and Charles A. Anderson (hereinafter "ANDERSON").

RECITALS

A. ANDERSON and WCCTA entered into an Employment Agreement dated July 1, 2017 (the "Employment Agreement") to employ ANDERSON for a term of three years, with two one-year options.

B. WCCTA has exercised the first one-year option and desires to exercise the second one-year option.

C. The parties desire to amend the Employment Agreement to clarify the contract terms regarding the accrual of vacation leave.

NOW, THEREFORE, the parties agree to amend the Employment Agreement as follows:

1. Section 2 (l) of the current Agreement, which reads as follows:
 2. (l) A maximum of 10 days of unused vacation leave shall be rolled over to the following year, and any days in excess of this amount at the end of a contract year shall be paid as accrued salaried time and shall not be carried forward beyond this date.

Is hereby replaced with the following language:

2. (l) Cap on Accrual. Vacation leave will accrue monthly at the rate outlined in Section 2 (k) of this agreement until the balance in the vacation account reaches 160 hours. When this accrual cap is reached, ANDERSON will not earn additional vacation until ANDERSON has taken vacation such that the accrued amount falls below the cap.
2. The following language is added as a new Section 13:
 - 13) Provisions required by California Government Code:
 - i) Section 53243. On or after January 1, 2012, any contract executed or renewed between a local agency and an officer or employee of a local agency that provides paid leave salary offered by the local agency to the officer or employee pending an investigation shall require that any salary provided for that purpose be fully reimbursed if the officer or employee is convicted of a crime involving an abuse of his or her office or positions.
 - ii) Section 53243.1. On or after January 1, 2012, any contract executed or renewed between a local agency and an officer or employee of a local agency that provides funds for the legal criminal defense of an officer or employee shall

require that any funds provided for that purpose be fully reimbursed to the local agency if the officer or employee is convicted of a crime involving an abuse of his or her office or position.

iii) Section 53243.2. On or after January 1, 2012, any contract of employment between an employee and a local agency employer shall include a provision which provides that, regardless of the term of the contract, if the contract is terminated, any cash settlement related to the termination that an employee may receive from the local agency shall be fully reimbursed to the local agency if the employee is convicted of a crime involving an abuse of his or her office or position.

iv) Section 53243.3. On or after January 1, 2012, if a local agency provides, in the absence of a contractual obligation, for any of the payments described in this article, then the employee or officer receiving any payments provided for those purposes shall fully reimburse the local agency that provided those payments in the event that the employee or officer is convicted of a crime involving the abuse of his or her office or position.

The intent of this Section is to satisfy the requirements in Government Code sections 53243, 53243.1, 53243.2, and 53243.3 and this Agreement shall be interpreted consistent with these statutes.

3. Entire Agreement. This First Amendment and the Agreement for General Manager Services (collectively, the "Agreement") are intended by the parties to be one integrated agreement. The Agreement constitutes the entire agreement of the parties with respect to its subject matter and supersedes all other agreements or understandings, whether express or implied, oral or written, between the parties. The Agreement cannot be modified, altered, amended, or changed by any oral statement or conduct but only by a written agreement signed by the Chair of the Board of Directors and Employee. Except as expressly modified by this Amendment, all terms and conditions contained in the Employment Agreement and the First Amendment to the Employment Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment to Employment Agreement on the date first written above.

WESTERN CONTRA COSTA
TRANSIT AUTHORITY

CHARLES A. ANDERSON

By: _____

Title: _____

Approved as to form:

By: _____

Legal Counsel