



Western Contra Costa
Transit Authority

NOTICE OF MEETING

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

DATE: November 13, 2025 (Thursday)
TIME: 6:30 PM
PLACE: City of Pinole Council Chambers
2131 Pear Street, Pinole, CA

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

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

AGENDA

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

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

1.0 CONSENT CALENDAR

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

- 1.1 Approval of Minutes of Regular Board Meeting of September 9, 2025. **[Action Requested: Approval of Minutes] ***
- 1.2 Approval of Expenditures for September and October 2025 **[Action Requested: Approval of Expenditures] ^^**

- 1.3 Receive Contractors' Monthly Management Report for August 2025. **[Action Requested: Receive and File] ***
- 1.4 Receive the FY25 4th quarter Post Audit Income Statement and Systemwide 10Q. **[Action Requested: Receive and File] ***
- 1.5 Receive WCCTA Audited Financial Statements for Year Ending June 30, 2025. **[Action Requested: Receive and File] ***
- 1.6 Approval of WCCTA FY2026 Administration and Operations Holiday Schedule **[Action Requested: Approval of WCCTA FY2026 Administration and Operations Holiday Schedule] ***

2.0 CLOSED SESSION

- 2.1 **Closed Session: Conference with Legal Counsel – Anticipated Litigation (§ 54956.9(e)(5) (one case)):**
Notice from Eden Environmental Citizens' Group dated May 19, 2025*

3.0 ITEMS FOR BOARD ACTION / DISCUSSION

- 3.1 Presentation and Discussion of WestCAT Evolution Comprehensive Operations Analysis **[Action Requested: Discussion and Direction to Staff]**

4.0 COMMITTEE REPORTS

- 4.1 General Manager's Report **[No Action: Information Only]**
- 4.2 WCCTC Representative Report **[No Action: Information Only]**

5.0 CORRESPONDENCE

6.0 BOARD COMMUNICATION / ITEMS FOR FUTURE BOARD MEETINGS

7.0 ADJOURNMENT

* Enclosures
^^For Distribution

Next Board Meeting: Thursday, December 11, 2025

Agendas for regular Board of Directors meetings are posted at least 72 hours before the meeting at the WCCTA Administrative Office and on the Authority's website:

<https://www.westcat.org/Home/InsBoard>.

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 regular business hours (Pursuant to SB 343 or California Government Code Section 54957.5 -effective July 1, 2008). In addition to the meeting agendas and packets, this information will also be uploaded and posted to the Authority's website: <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.

WCCTA Board meetings are prerecorded, and recordings are available upon request. To request a recording, please call 510-724-3331 or email info@westcat.org and provide the date of the recording(s) you are requesting.



Western Contra Costa
Transit Authority

Agenda Item 1.1

WESTERN CONTRA COSTA TRANSIT AUTHORITY

BOARD OF DIRECTORS

REGULAR MEETING MINUTES

September 11, 2025,

Regular Meeting 6:37 PM

Pinole City Council Chambers

The Board of Directors Meeting was held in person.

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

Director Norma Martinez Rubin called the meeting to order at 6:30 PM and led the Pledge of Allegiance.

DIRECTORS PRESENT

Tom Hanson, Norma Martinez-Rubin, Camron Sasai, and Jerry Parsons arrived at 6:53 pm

STAFF PRESENT

Rob Thompson, General Manager; Yvonne Morrow, Chief Financial Officer; Finn Wurtz, Transit Planner; Mica McFadden, Transit Operations Manager; Tania Babcock, Grants and Compliance Manager; Debora Harris, Finance Manager; Christina Lofety, Accounting Technician; and Donesha McKinley, ADA & Administrative Specialist.

GUESTS PRESENT

Telisha Burns, Shawntel Samuels, Bobby Engkvist, Essence Gardner, Jesse McCoy, and Norma Jean Bearly, MV Transportation local staff

B. APPROVAL OF AGENDA

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

MOTION: A motion was made by Director Hanse, seconded by Director Parson, to Approve the Agenda. The motion was carried by the following vote:

Ayes: 4– (Parsons, Sasai, Hanson, Martinez-Rubin)

C. PUBLIC COMMUNICATIONS

NONE.

1) **CONSENT CALENDAR**

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

MOTION: A motion was made by Director Parson, seconded by Director Sasai, to Approve the Consent Calendar. The motion was carried by the following vote:

Ayes: 4– (Parsons, Sasai, Hanson, Martinez-Rubin)

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

2.1 Presentation and Discussion of WestCAT Evolution- Comprehensive Operations Analysis- Proposed Service Scenarios. [Action Requested: Discussion and Direction to Staff].

Consultant Ronny Kraft reported on the proposed service scenarios that have been developed, analyzing the current route structure, looking at ridership trends, and taking into account the feedback received from the survey and public outreach done earlier in this project.

Directors made comments and asked questions about some of the proposed changes, including questions about ridership levels on some of the proposed segments for service elimination. Further items will be brought back to the Board at the November Board meeting.

3) **COMMITTEE REPORTS**

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

GM Thompson thanked all the MV employees who attended tonight's meeting, whether in person or via Zoom, to hear Ronny Kraft's presentation. GM Thompson proceeded to thank the WCCTA staff for completing the financial audit for the year. The finance team put in a lot of hard work to complete the audit.

GM Thompson also reported that WCCTA started the State Audit process with the six East Bay Transit agencies with the Joint Legislative Audit Committee. So far, the agency has had a kick-off meeting and started submitting documents to show the coordination process that is in place. This audit is expected to last eight to nine months.

SB63 passed its initial Senate floor vote and is now under discussion and review in the Assembly, specifically the Transportation Committee. While conversations continue with legislative staff and the authors of the bill, it does appear that the East Bay Feeder Bus operators will be named within the bill, and a specific \$ amount will be allocated to the agencies. Should the bill be passed in the Assembly, it will be on the November 2026 ballot. WCCTA is slated to receive a share of the funding if the Measure passes. It has not been finalized whether it would be a dollar amount or a percentage to be split between ourselves, County Connection, Tri Delta Transit, Union City, and LAVTA.

Lastly, GM Thompson mentioned that the Lynx will celebrate its 20th year in service in September. We will be offering 20 days of free rides on all Lynx buses. WCCTA has consistently seen an increase in ridership. Earlier in the week, we saw numbers we haven't seen since the pandemic. We are now looking deeper into adding more services to help with the overcrowding on buses.

3.2 WCCTC Representative Report. [No Action: Information Only]

NONE.

4) CORRESPONDENCE

NONE.

5) BOARD COMMUNICATION / ITEMS FOR FUTURE BOARD MEETINGS

Director Sasi requested that the meeting be adjourned in memory of Christian Peoples, who had been with the West Contra Costa Transit Commission since 1997.

6) ADJOURNMENT

Director Martinez-Rubin adjourned the meeting in memory of Christian People at 7:47 PM. The next meeting is scheduled for October 9, 2025.

Chair Norma Martinez-Rubin

Date

Robert Thompson, Secretary

Date



Western Contra Costa Transit Authority, C.

Expense Approval Report

By Fund

Post Dates 8/28/2025 - 10/31/2025 Payment Dates 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
Fund: 1 - FUND 1							
08/28/2025	1-504990-41	144695	Other Mat & Supplies,Veh Maint	Chuck's Brake & Wheel	Maintenance supplies (gloves, soap, fuel swivel)	09/24/2025	992.02
08/28/2025	1-504990-41	144695	Other Mat & Supplies,Veh Maint	Chuck's Brake & Wheel	Vehicle parts	09/24/2025	1,394.65
08/28/2025	1-504020-10	174717	Tires & Tubes	J & O's Commercial Tire Center	August tires	09/24/2025	6,021.96
08/28/2025	1-505000-10	529260 8/25	Utilities, Operations	East Bay Municipal Utility District	Water service (6/24 - 8/25/25)	09/05/2025	1,395.20
08/28/2025	1-505000-60	529260 8/25	Utilities, Admin	East Bay Municipal Utility District	Water service (6/24 - 8/25/25)	09/05/2025	697.60
08/28/2025	1-505000-10	529339 8/25	Utilities, Operations	East Bay Municipal Utility District	Water service (6/24 - 8/25/25)	09/05/2025	626.05
08/28/2025	1-505000-60	529339 8/25	Utilities, Admin	East Bay Municipal Utility District	Water service (6/24 - 8/25/25)	09/05/2025	313.03
08/28/2025	1-504012-10	861965	Diesel	Western States Oil Co.	Diesel	09/24/2025	28,986.58
08/29/2025	1-503000-43	025-526716	O/S Service, Non-Veh, Computer	Tyler Technologies, Inc	Project Accounting add-on (9/1 - 9/30/25)	09/24/2025	257.25
08/29/2025	1-503000-43	251725	O/S Service, Non-Veh, Computer	R-Computer	Site surveys	09/05/2025	440.00
08/29/2025	1-504990-41	3890249	Other Mat & Supplies,Veh Maint	Muncie Reclamation and Supply Company	Vehicle parts (stock)	09/24/2025	617.66
08/29/2025	1-503000-60	54282	Outside Services, Admin	Maze & Associates Accountancy Corp.	FY24/25 Year end audit (Basic FS & MIC)	09/24/2025	13,840.00
08/29/2025	1-504990-41	83933794	Other Mat & Supplies,Veh Maint	The Aftermarket Parts Company, LLC dba NFI Parts	Vehicle parts (Bus 200)	09/24/2025	362.05
08/29/2025	1-504990-41	Y9-250851491	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 200)	09/24/2025	53.40
08/30/2025	1-504990-41	487863	Other Mat & Supplies,Veh Maint	Lim Automotive Supply Inc.	Vehicle parts	09/05/2025	5,941.44
08/30/2025	1-504990-41	487863	Other Mat & Supplies,Veh Maint	Lim Automotive Supply Inc.	Maintenance supplies	09/05/2025	128.81
08/31/2025	1-505000-10	0851-155589656	Utilities, Operations	Republic Services #851	August garbage	09/23/2025	869.40
08/31/2025	1-505000-60	0851-155589656	Utilities, Admin	Republic Services #851	August garbage	09/23/2025	434.70
08/31/2025	1-506000-10	8/2025	Insurance, Operations	MV Transportation	August liability insurance	09/24/2025	18,031.34
08/31/2025	1-508000-10	8/2025	Purchased Transportation, Oper	MV Transportation	Less: CR for road supervisors	09/24/2025	-8,821.03
08/31/2025	1-508000-10	8/2025	Purchased Transportation, Oper	MV Transportation	August service	09/24/2025	754,577.68

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
08/31/2025	1-508000-10	8/2025	Purchased Transportation, Oper	MV Transportation	Less: August estimate	09/24/2025	-853,174.54
08/31/2025	1-508000-41	8/2025	Purchased Transp, Veh Maint	MV Transportation	August maintenance	09/24/2025	98,839.17
08/31/2025	1-505010-10	INV-20460-82025	Telephone, Operations	STREAMS	August phone service	09/24/2025	783.29
08/31/2025	1-505010-60	INV-20460-82025	Telephone, Admin	STREAMS	August phone service	09/24/2025	391.65
09/01/2025	1-503000-43	025-525288	O/S Service, Non-Veh, Computer	Tyler Technologies, Inc	Tyler University (annual fee)	09/24/2025	760.00
09/01/2025	1-504990-41	1GH9-LT9W-FV1W	Other Mat & Supplies,Veh Maint	Amazon Capital Services, Inc.	Maintenance supplies (hand soap, diesel nozzle)	09/24/2025	300.62
09/01/2025	1-504990-42	1GH9-LT9W-FV1W	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Facilities supplies (organizer bins,hose fittings)	09/24/2025	147.86
09/01/2025	1-504990-42	1GH9-LT9W-FV1W	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Facilities supplies (safety vests, tool vest)	09/24/2025	120.23
09/01/2025	1-504990-42	1GH9-LT9W-FV1W	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Facilities supplies (gas can, hose cart, tags)	09/24/2025	195.45
09/01/2025	1-504990-42	1GH9-LT9W-FV1W	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Facilities (janitorial supplies, exit sign)	09/24/2025	214.25
09/01/2025	1-504990-42	1GH9-LT9W-FV1W	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Desks (MV maintenance office & spare)	09/24/2025	219.98
09/01/2025	1-504990-42	1GH9-LT9W-FV1W	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Product returns (facilities supplies)	09/24/2025	-205.29
09/01/2025	1-504990-42	1GH9-LT9W-FV1W	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Facilities supplies (IT room bin storage rack)	09/24/2025	281.26
09/01/2025	1-504990-42	1GH9-LT9W-FV1W	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Facilities supplies (IT room storage drawers)	09/24/2025	303.55
09/01/2025	1-504990-42	1GH9-LT9W-FV1W	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Kitchen appliances commercial grade	09/24/2025	426.34
09/01/2025	1-504990-42	1GH9-LT9W-FV1W	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Facilities supplies (various safety signs)	09/24/2025	479.70
09/01/2025	1-504990-43	1GH9-LT9W-FV1W	OtherMat&Sup-Non-Veh, Computer	Amazon Capital Services, Inc.	IT supplies (monitor docking station)	09/24/2025	178.01
09/01/2025	1-504990-43	1GH9-LT9W-FV1W	OtherMat&Sup-Non-Veh, Computer	Amazon Capital Services, Inc.	IT supplies (laptop chargers spare)	09/24/2025	67.04
09/01/2025	1-504990-43	1GH9-LT9W-FV1W	OtherMat&Sup-Non-Veh, Computer	Amazon Capital Services, Inc.	IT supplies (USB hub, mouse, power strips, bag)	09/24/2025	211.15
09/01/2025	1-504990-43	1GH9-LT9W-FV1W	OtherMat&Sup-Non-Veh, Computer	Amazon Capital Services, Inc.	IT supplies (dual monitors)	09/24/2025	376.94
09/01/2025	1-504990-60	1GH9-LT9W-FV1W	Other Mat & Supplies, Admin	Amazon Capital Services, Inc.	Office supplies (see invoice for descriptions)	09/24/2025	95.74
09/01/2025	1-509030-60	1GH9-LT9W-FV1W	Fees, Admin	Amazon Capital Services, Inc.	Shipping/handling & taxes	09/24/2025	273.36
09/01/2025	1-503000-42	36712	Outside Service, Non-Veh Maint	Skyline Building Care, Inc.	September cleaning services	09/05/2025	2,999.00
09/01/2025	1-503000-42	4213888	Outside Service, Non-Veh Maint	Pacific Site Management	September landscaping	09/24/2025	591.34
09/01/2025	1-104000	Strmt 8/2 - 9/1/25	Prepaid Expenses	Bank of America Commerical CC	GoDaddy: SSL certificate renewal 3 years	09/29/2025	359.97

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
09/01/2025	1-503000-10	Stmt 8/2 - 9/1/25	Outside Services, Operations	Bank of America Commerical CC	Language Line: Interpreter services	09/29/2025	63.20
09/01/2025	1-503000-41	Stmt 8/2 - 9/1/25	Outside Service, Vehicle Maint	Bank of America Commerical CC	All Glass: Labor (windshield #31)	09/29/2025	200.00
09/01/2025	1-503000-41	Stmt 8/2 - 9/1/25	Outside Service, Vehicle Maint	Bank of America Commerical CC	Noregon: TruckCheckUp annual renewal (to 8/31/26)	09/29/2025	650.00
09/01/2025	1-503000-42	Stmt 8/2 - 9/1/25	Outside Service, Non-Veh Maint	Bank of America Commerical CC	Contra Costa Transfer: Yard waste disposal	09/29/2025	174.00
09/01/2025	1-503000-42	Stmt 8/2 - 9/1/25	Outside Service, Non-Veh Maint	Bank of America Commerical CC	Contra Costa Transfer: Remodel waste disposal	09/29/2025	65.50
09/01/2025	1-503000-43	Stmt 8/2 - 9/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	Grammarly: Grammar and spell check	09/29/2025	75.00
09/01/2025	1-503000-43	Stmt 8/2 - 9/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	Sage: Recurring monthly charge	09/29/2025	178.18
09/01/2025	1-503000-43	Stmt 8/2 - 9/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	Zoom: Recurring monthly charge	09/29/2025	15.60
09/01/2025	1-503000-43	Stmt 8/2 - 9/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	Microsoft: Office 365 monthly support fee	09/29/2025	5.25
09/01/2025	1-503000-60	Stmt 8/2 - 9/1/25	Outside Services, Admin	Bank of America Commerical CC	Upwork: HR Manual review & update	09/29/2025	521.87
09/01/2025	1-504100-10	Stmt 8/2 - 9/1/25	Postage, Operations	Bank of America Commerical CC	Stamps.com: August stamps	09/29/2025	33.33
09/01/2025	1-504100-10	Stmt 8/2 - 9/1/25	Postage, Operations	Bank of America Commerical CC	Stamps.com: Recurring monthly service charge	09/29/2025	20.66
09/01/2025	1-504100-60	Stmt 8/2 - 9/1/25	Postage, Admin	Bank of America Commerical CC	Stamps.com: August stamps	09/29/2025	16.67
09/01/2025	1-504100-60	Stmt 8/2 - 9/1/25	Postage, Admin	Bank of America Commerical CC	Stamps.com: Recurring monthly service charge	09/29/2025	10.33
09/01/2025	1-504990-10	Stmt 8/2 - 9/1/25	Other Mat & Supplies, Oper	Bank of America Commerical CC	Tap Plastics: Acrylic sheet for bus stops	09/29/2025	72.77
09/01/2025	1-504990-41	Stmt 8/2 - 9/1/25	Other Mat & Supplies,Veh Maint	Bank of America Commerical CC	Grainger: Parts for grease gun	09/29/2025	1,003.75
09/01/2025	1-504990-41	Stmt 8/2 - 9/1/25	Other Mat & Supplies,Veh Maint	Bank of America Commerical CC	All Glass: Vehicle parts (windshield #31)	09/29/2025	323.76
09/01/2025	1-504990-41	Stmt 8/2 - 9/1/25	Other Mat & Supplies,Veh Maint	Bank of America Commerical CC	Walmart.com: Maint. supplies-window glas...	09/29/2025	290.73
09/01/2025	1-504990-42	Stmt 8/2 - 9/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Home Depot: Facilities (maint.office remodel)	09/29/2025	393.36
09/01/2025	1-504990-42	Stmt 8/2 - 9/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Vevor.com: Toaster oven commercial grade	09/29/2025	314.20
09/01/2025	1-504990-42	Stmt 8/2 - 9/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Walmart.com: Maintenance supplies	09/29/2025	27.29
09/01/2025	1-504990-42	Stmt 8/2 - 9/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Oliver's Hardware: Propane for forklift	09/29/2025	31.25
09/01/2025	1-504990-42	Stmt 8/2 - 9/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	EMEDCO: Enclosed eye wash station	09/29/2025	202.96

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
09/01/2025	1-504990-42	Stmt 8/2 - 9/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Nu Aqua: Water filtration system in kitchen	09/29/2025	202.55
09/01/2025	1-504990-42	Stmt 8/2 - 9/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Walmart.com: Maintenance supplies	09/29/2025	466.81
09/01/2025	1-504990-42	Stmt 8/2 - 9/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Grainger: Chain/post for bus wash grate	09/29/2025	133.34
09/01/2025	1-509020-60	Stmt 8/2 - 9/1/25	Travel Expense, Admin	Bank of America Commerical CC	CALACT: 2025 Fall conference - Rob	09/29/2025	685.00
09/01/2025	1-509020-60	Stmt 8/2 - 9/1/25	Travel Expense, Admin	Bank of America Commerical CC	300 Lake Garage: Parking BART meeting	09/29/2025	15.00
09/01/2025	1-509080-10	Stmt 8/2 - 9/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	Etsy: Lynx 20 year marketing swag	09/29/2025	35.26
09/01/2025	1-509080-10	Stmt 8/2 - 9/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	Etsy: Lynx swag & farebox covers	09/29/2025	69.19
09/01/2025	1-509080-10	Stmt 8/2 - 9/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	DiscountMugs.com: Lynx 20 years marketing swag	09/29/2025	756.77
09/01/2025	1-509080-10	Stmt 8/2 - 9/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	Vistaprint: Lynx 20 years mailers & stickers	09/29/2025	136.80
09/01/2025	1-509080-10	Stmt 8/2 - 9/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	GetStreamline: DocAccess for website accessibility	09/29/2025	150.00
09/01/2025	1-509080-10	Stmt 8/2 - 9/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	Vistaprint: Lynx 20 years marketing swag	09/29/2025	195.64
09/01/2025	1-509080-10	Stmt 8/2 - 9/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	Signs: Lynx 20 years decals for buses	09/29/2025	389.09
09/01/2025	1-509080-10	Stmt 8/2 - 9/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	Twilio: Emergency messaging for ridership	09/29/2025	456.42
09/01/2025	1-509080-10	Stmt 8/2 - 9/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	Upwork: Social media marketing	09/29/2025	210.00
09/01/2025	1-509080-10	Stmt 8/2 - 9/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	CustomLanyard: Lynx 20 years lanyards	09/29/2025	224.17
09/01/2025	1-509990-60	Stmt 8/2 - 9/1/25	Miscellaneous Exp, Admin	Bank of America Commerical CC	Bear Claw Bakery: Staff appreciation	09/29/2025	33.24
09/02/2025	1-505010-10	001002571281	Telephone, Operations	Comcast Business	Sept. fiber network (9/1 - 9/30/25)	09/23/2025	1,276.03
09/02/2025	1-505010-60	001002571281	Telephone, Admin	Comcast Business	Sept. fiber network (9/1 - 9/30/25)	09/23/2025	638.02
09/02/2025	1-504990-41	4241888070	Other Mat & Supplies,Veh Maint	Cintas Corporation	September uniforms	09/24/2025	795.41
09/02/2025	1-504990-41	83939655	Other Mat & Supplies,Veh Maint	The Aftermarket Parts Company, LLC dba NFI Parts	Vehicle parts (Bus 200)	10/21/2025	77.13
09/03/2025	1-509010-60	21836	Dues & Subscriptions, Admin	WCCTAC	FY 25/26 dues	09/24/2025	42,467.00
09/03/2025	1-504990-41	41347692	Other Mat & Supplies,Veh Maint	Gillig LLC	Vehicle parts (Bus 404)	09/24/2025	337.35
09/03/2025	1-503000-43	51030	O/S Service, Non-Veh, Computer	R-Computer	September IT services	09/05/2025	3,980.00
09/03/2025	1-503000-43	51030	O/S Service, Non-Veh, Computer	R-Computer	Onboarding & setup	09/05/2025	3,980.00

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
09/04/2025	1-202000	17366	Accrued Payroll Liabilities	BCC	September supplemental insurance	09/05/2025	247.06
09/04/2025	1-502150-60	17366	Fringe Benefits, Admin	BCC	September LTD	09/05/2025	629.06
09/04/2025	1-504990-41	3892409	Other Mat & Supplies,Veh Maint	Muncie Reclamation and Supply Company	Vehicle parts (stock)	09/24/2025	447.26
09/05/2025	1-504990-42	10583376	Other Mat&Suppl, Non-Veh Maint	Brady Industries	Janitorial supplies	09/24/2025	220.39
09/05/2025	1-508000-10	135360	Purchased Transportation, Oper	MV Transportation	Estimated September service	09/24/2025	856,784.90
09/05/2025	1-503000-42	254431	Outside Service, Non-Veh Maint	ECO-CHEK Compliance, Inc.	2nd August inspection 8/29/25	09/24/2025	125.00
09/05/2025	1-504012-10	862158	Diesel	Western States Oil Co.	Diesel	09/24/2025	29,731.79
09/05/2025	1-504990-41	Y4-250931341	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 603)	09/24/2025	28.33
09/05/2025	1-504990-41	Y9-250951625	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 603)	09/24/2025	99.71
09/05/2025	1-504990-41	Z1-250978530	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 603)	09/24/2025	29.37
09/06/2025	1-505000-10	25 297931	Utilities, Operations	Contra Costa County Tax Collector	FY 25/26 sewer usage	09/24/2025	4,353.65
09/06/2025	1-505000-60	25 297931	Utilities, Admin	Contra Costa County Tax Collector	FY 25/26 sewer usage	09/24/2025	2,176.83
09/06/2025	1-505000-10	25 297940	Utilities, Operations	Contra Costa County Tax Collector	FY 25/26 stormwater utility assessment	09/24/2025	37.58
09/08/2025	1-503000-42	22510794	Outside Service, Non-Veh Maint	R&S Erection of Richmond, Inc.	Repair & service roll-up doors	09/24/2025	368.75
09/08/2025	1-504013-10	25-462608	Lubricants	Flyers Energy, LLC	Mobil Delvac	09/24/2025	1,424.61
09/08/2025	1-104000	38625-VKCM	Prepaid Expenses	ELD Experts, LLC	1 Verkada camera license 5-years	09/24/2025	665.26
09/08/2025	1-503000-42	38625-VKCM	Outside Service, Non-Veh Maint	ELD Experts, LLC	Verkada professional services	09/24/2025	579.00
09/08/2025	1-504990-43	38625-VKCM	OtherMat&Sup-Non-Veh, Computer	ELD Experts, LLC	Verkada CM42 indoor mini dome camera	09/24/2025	587.28
09/08/2025	1-504990-41	3893637	Other Mat & Supplies,Veh Maint	Muncie Reclamation and Supply Company	Vehicle parts (stock)	09/24/2025	724.34
09/08/2025	1-504990-41	41349427	Other Mat & Supplies,Veh Maint	Gillig LLC	Vehicle parts (178)	09/24/2025	3,186.96
09/08/2025	1-504990-41	4242633536	Other Mat & Supplies,Veh Maint	Cintas Corporation	September uniforms	09/24/2025	795.41
09/08/2025	1-512000-60	591994141	Rentals & Leases, Admin	Pacific Office Automation	September copier (9/1 - 9/30/25)	09/24/2025	334.39
09/08/2025	1-504990-41	83948890	Other Mat & Supplies,Veh Maint	The Aftermarket Parts Company, LLC dba NFI Parts	Vehicle parts (Bus 204)	09/24/2025	2,151.42
09/08/2025	1-503000-41	SH72061	Outside Service, Vehicle Maint	NVB Equipment Inc.	Vehicle maintenance (Bus 173)	09/24/2025	480.00

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
09/08/2025	1-504990-41	SH72061	Other Mat & Supplies,Veh Maint	NVB Equipment Inc.	Vehicle parts (Bus 173)	09/24/2025	988.56
09/08/2025	1-504990-41	Y5-250923248	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 603)	09/24/2025	128.64
09/08/2025	1-504990-41	Z1-250978553	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 603)	09/24/2025	757.86
09/08/2025	1-504990-41	Z1-250978565	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 603)	09/24/2025	1,335.82
09/09/2025	1-504990-41	3894314	Other Mat & Supplies,Veh Maint	Muncie Reclamation and Supply Company	Vehicle parts (stock)	09/24/2025	2,357.85
09/09/2025	1-504990-41	41349839	Other Mat & Supplies,Veh Maint	Gillig LLC	Vehicle parts (410)	09/24/2025	1,721.98
09/09/2025	1-504990-41	902860606	Other Mat & Supplies,Veh Maint	Prevost Car (US) Inc.	Vehicle parts (Bus 205)	09/24/2025	66.14
09/09/2025	1-504990-41	Z1-250978584	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 603)	09/24/2025	254.55
09/10/2025	1-503000-43	025-527450	O/S Service, Non-Veh, Computer	Tyler Technologies, Inc	Annual ERP Pro SaaS fees (10/1/25 - 9/30/26)	09/24/2025	22,647.00
09/10/2025	1-102040	14-2025-August	A/R Accrual - MV Liability Ins	CalTIP	August insurance & admin fees	09/24/2025	13,364.61
09/10/2025	1-504020-10	174963	Tires & Tubes	J & O's Commercial Tire Center	September tires	09/24/2025	5,046.07
09/10/2025	1-504990-41	Z1-250978645	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 603)	09/24/2025	62.66
09/11/2025	1-504990-42	10607096	Other Mat&Suppl, Non-Veh Maint	Brady Industries	Janitorial supplies	09/24/2025	560.01
09/11/2025	1-503000-60	1535395	Outside Services, Admin	Hanson Bridgett LLP	August legal services	09/24/2025	3,549.50
09/11/2025	1-503000-42	71495	Outside Service, Non-Veh Maint	My Generator Guy	Generac generator maintenance service	09/24/2025	1,160.63
09/11/2025	1-503000-41	C66242	Outside Service, Vehicle Maint	Buchanan Auto Electric Inc.	Alternator repair (stock)	09/24/2025	458.00
09/11/2025	1-503000-60	WCAT-12	Outside Services, Admin	Ronny Kraft Consulting	COA task 5	09/24/2025	12,240.00
09/11/2025	1-509080-10	WCAT-12	Marketing & Advertising, Oper	Ronny Kraft Consulting	WestcatEvolution.com domain ownership fee	09/24/2025	20.00
09/12/2025	1-503000-42	22510855	Outside Service, Non-Veh Maint	R&S Erection of Richmond, Inc.	Quarterly gates preventative maintenance	09/24/2025	740.00
09/12/2025	1-503000-42	362	Outside Service, Non-Veh Maint	Pierce Electric Inc	Repair backup air compressor	09/24/2025	304.00
09/12/2025	1-503000-42	362	Outside Service, Non-Veh Maint	Pierce Electric Inc	Repair fuel island connections	09/24/2025	397.00
09/12/2025	1-512000-60	592106394	Rentals & Leases, Admin	Pacific Office Automation	Property tax & admin fee (copier)	09/24/2025	75.62
09/12/2025	1-503000-10	INV0000002012	Outside Services, Operations	TransTrack Systems, Inc.	September maintenance & support	09/24/2025	5,484.75
09/13/2025	1-505010-10	000024073044	Telephone, Operations	AT&T	Aug. - Sept. phone service	09/24/2025	119.25
09/13/2025	1-505010-60	000024073044	Telephone, Admin	AT&T	Aug. - Sept. phone service	09/24/2025	59.62

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
09/14/2025	1-504990-60	9114	Other Mat & Supplies, Admin	AABCO Printing	Asset tag stickers	09/24/2025	735.78
09/14/2025	1-504990-60	9115	Other Mat & Supplies, Admin	AABCO Printing	Property of Westcat stickers	09/24/2025	485.99
09/15/2025	1-502150-42	10/2025	Fringe Benefits, Non-Veh Maint	Kaiser Foundation Health Plan, Inc.	October medical insurance	09/23/2025	1,805.17
09/15/2025	1-502150-60	10/2025	Fringe Benefits, Admin	Kaiser Foundation Health Plan, Inc.	October medical insurance	09/23/2025	13,803.04
09/15/2025	1-502150-42	370904	Fringe Benefits, Non-Veh Maint	Health Care Dental	October dental insurance	09/24/2025	159.69
09/15/2025	1-502150-60	370904	Fringe Benefits, Admin	Health Care Dental	October dental insurance	09/24/2025	833.21
09/15/2025	1-504990-41	4243347738	Other Mat & Supplies,Veh Maint	Cintas Corporation	September uniforms	09/24/2025	759.19
09/15/2025	1-503000-60	8/2025	Outside Services, Admin	Politico Group, Inc.	August consulting services	09/24/2025	2,500.00
09/16/2025	1-504990-41	41352532	Other Mat & Supplies,Veh Maint	Gillig LLC	Vehicle parts (Bus 411)	09/24/2025	1,721.98
09/16/2025	1-505000-10	9/2025	Utilities, Operations	PG & E	September gas & electric	10/06/2025	4,040.35
09/16/2025	1-505000-60	9/2025	Utilities, Admin	PG & E	September gas & electric	10/06/2025	2,020.17
09/17/2025	1-504990-41	103756183	Other Mat & Supplies,Veh Maint	Kimball Midwest	Vehicle parts & equipment	09/24/2025	447.70
09/17/2025	1-504990-41	1830	Other Mat & Supplies,Veh Maint	Cinchem LLC	Maintenance supplies (degreaser)	09/24/2025	1,652.00
09/18/2025	1-503000-41	25-26293	Outside Service, Vehicle Maint	Olivers Tow	Towing service (Bus 401)	09/24/2025	1,734.95
09/18/2025	1-503000-41	25-26294	Outside Service, Vehicle Maint	Olivers Tow	Towing service (Bus 403)	09/24/2025	1,683.76
09/18/2025	1-503000-41	25-26295	Outside Service, Vehicle Maint	Olivers Tow	Towing service (Bus 164)	09/24/2025	1,569.99
09/18/2025	1-503000-41	25-26296	Outside Service, Vehicle Maint	Olivers Tow	Towing service (Bus 162)	09/24/2025	1,575.69
09/18/2025	1-503000-41	25-26316	Outside Service, Vehicle Maint	Olivers Tow	Towing service (Bus 203)	09/24/2025	739.39
09/18/2025	1-504990-41	3899290	Other Mat & Supplies,Veh Maint	Muncie Reclamation and Supply Company	Vehicle parts (Bus 207)	09/24/2025	193.38
09/18/2025	1-503000-10	82660974	Outside Services, Operations	Western Exterminator Co.	September pest control	09/24/2025	144.16
09/18/2025	1-503000-60	82660974	Outside Services, Admin	Western Exterminator Co.	September pest control	09/24/2025	72.08
09/18/2025	1-505000-10	9/2025	Utilities, Operations	Pacific Gas & Electric	September gas & electric	10/06/2025	12.55
09/18/2025	1-505000-60	9/2025	Utilities, Admin	Pacific Gas & Electric	September gas & electric	10/06/2025	6.27
09/19/2025	1-504012-10	862539	Diesel	Western States Oil Co.	Diesel	09/24/2025	29,842.16
09/19/2025	1-503000-60	C50089.00-06	Outside Services, Admin	EKI Environment & Water, Inc	August litigation support	09/24/2025	754.26
09/20/2025	1-503000-10	9/2025	Outside Services, Operations	T-Mobile	Plan charges for 20 IOT connected devices	10/21/2025	672.00
09/21/2025	1-503000-10	9/2025	Outside Services, Operations	T-MOBILE	September phones & DAR tablets	10/21/2025	2,019.85
09/22/2025	1-504013-10	25-474496	Lubricants	Flyers Energy, LLC	Anti-freeze	09/24/2025	532.91
09/22/2025	1-504013-10	25-474497	Lubricants	Flyers Energy, LLC	DEF	09/24/2025	1,196.31
09/22/2025	1-504990-41	41354660	Other Mat & Supplies,Veh Maint	Gillig LLC	Vehicle parts (Bus 416)	09/24/2025	283.97

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
09/22/2025	1-504990-41	4244075437	Other Mat & Supplies,Veh Maint	Cintas Corporation	September uniforms	09/24/2025	726.82
09/22/2025	1-503000-41	I500-01272044	Outside Service, Vehicle Maint	Asbury Environmental Services	Waste removal	09/24/2025	95.00
09/22/2025	1-509030-60	I500-01272044	Fees, Admin	Asbury Environmental Services	Admin fees	09/24/2025	8.00
09/22/2025	1-504990-41	Y9-250952013	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 414)	09/24/2025	219.97
09/23/2025	1-504990-42	10655130	Other Mat&Suppl, Non-Veh Maint	Brady Industries	Janitorial supplies	09/24/2025	747.86
09/23/2025	1-504990-42	10662075	Other Mat&Suppl, Non-Veh Maint	Brady Industries	Janitorial supplies	09/24/2025	-411.26
09/23/2025	1-504990-41	PSO126808-1	Other Mat & Supplies,Veh Maint	SONSRAY FLEET SERVICES	Vehicle parts (Bus 414)	09/24/2025	574.80
09/23/2025	1-503000-41	SH72060	Outside Service, Vehicle Maint	NVB Equipment Inc.	Vehicle maintenance (Bus 603)	09/24/2025	480.00
09/23/2025	1-504990-41	SH72060	Other Mat & Supplies,Veh Maint	NVB Equipment Inc.	Vehicle parts (Bus 603)	09/24/2025	1,157.06
09/23/2025	1-503000-41	SH72062	Outside Service, Vehicle Maint	NVB Equipment Inc.	Vehicle maintenance (Bus 205)	09/24/2025	480.00
09/23/2025	1-504990-41	SH72062	Other Mat & Supplies,Veh Maint	NVB Equipment Inc.	Vehicle parts (Bus 205)	09/24/2025	1,460.14
09/23/2025	1-504990-41	X3-250971013	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 168)	09/24/2025	515.17
09/24/2025	1-504990-41	3902222	Other Mat & Supplies,Veh Maint	Muncie Reclamation and Supply Company	Vehicle parts (stock)	10/21/2025	569.03
09/24/2025	1-504990-41	C66296	Other Mat & Supplies,Veh Maint	Buchanan Auto Electric Inc.	Vehicle parts	10/21/2025	2,704.32
09/25/2025	1-504990-41	13366	Other Mat & Supplies,Veh Maint	Motor Coach Industries INC	Vehicle parts (stock)	10/21/2025	1,219.48
09/25/2025	1-504990-41	3902922	Other Mat & Supplies,Veh Maint	Muncie Reclamation and Supply Company	Vehicle parts (stock)	10/21/2025	588.74
09/25/2025	1-504990-41	41356246	Other Mat & Supplies,Veh Maint	Gillig LLC	Vehicle parts (Bus 120)	10/21/2025	1,756.29
09/25/2025	1-504990-41	41356247	Other Mat & Supplies,Veh Maint	Gillig LLC	Vehicle parts (Bus 414)	10/21/2025	993.69
09/25/2025	1-504990-60	7007014404	Other Mat & Supplies, Admin	Staples	Office supplies	10/21/2025	207.43
09/25/2025	1-504011-10	862620	Gas	Western States Oil Co.	Gas	10/21/2025	15,529.35
09/25/2025	1-504012-10	862620	Diesel	Western States Oil Co.	Diesel	10/21/2025	15,029.37
09/26/2025	1-503000-10	42678	Outside Services, Operations	Precision Wireless Service	Labor (programming radios)	10/21/2025	350.00
09/26/2025	1-504990-10	42678	Other Mat & Supplies, Oper	Precision Wireless Service	Handheld radios	10/21/2025	7,181.77
09/26/2025	1-504990-41	42678	Other Mat & Supplies,Veh Maint	Precision Wireless Service	Mobile LTE radio	10/21/2025	861.54
09/27/2025	1-504013-10	489329	Lubricants	Lim Automotive Supply Inc.	Synthetic oil	10/06/2025	192.12
09/27/2025	1-504990-41	489329	Other Mat & Supplies,Veh Maint	Lim Automotive Supply Inc.	Maintenance supplies & vehicle parts	10/06/2025	4,704.20

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
09/29/2025	1-504013-10	145100	Lubricants	Chuck's Brake & Wheel	Synthetic oil	10/21/2025	293.69
09/29/2025	1-504990-41	145100	Other Mat & Supplies,Veh Maint	Chuck's Brake & Wheel	Vehicle parts	10/21/2025	3,160.44
09/29/2025	1-504990-41	145100	Other Mat & Supplies,Veh Maint	Chuck's Brake & Wheel	Maintenance supplies	10/21/2025	643.14
09/29/2025	1-504990-41	4244874159	Other Mat & Supplies,Veh Maint	Cintas Corporation	September uniforms	10/21/2025	726.82
09/30/2025	1-505000-10	0851-155622859	Utilities, Operations	Republic Services #851	September garbage	10/21/2025	869.40
09/30/2025	1-505000-60	0851-155622859	Utilities, Admin	Republic Services #851	September garbage	10/21/2025	434.70
09/30/2025	1-504990-41	83987664	Other Mat & Supplies,Veh Maint	The Aftermarket Parts Company, LLC dba NFI Parts	Vehicle parts (Bus 602)	10/21/2025	2,622.16
09/30/2025	1-506000-10	9/2025	Insurance, Operations	MV Transportation	September liability insurance	10/21/2025	17,979.86
09/30/2025	1-508000-10	9/2025	Purchased Transportation, Oper	MV Transportation	September service	10/21/2025	756,078.07
09/30/2025	1-508000-10	9/2025	Purchased Transportation, Oper	MV Transportation	Less: September estimate	10/21/2025	-856,784.90
09/30/2025	1-508000-10	9/2025	Purchased Transportation, Oper	MV Transportation	Less: CR for road sups	10/21/2025	-7,526.77
09/30/2025	1-508000-41	9/2025	Purchased Transp, Veh Maint	MV Transportation	September maintenance	10/21/2025	98,839.17
09/30/2025	1-512000-10	ARO0002647	Rentals & Leases, Operations	AC Transit District	Jul - Sept TC bus bay rental	10/21/2025	24,297.00
09/30/2025	1-505010-10	INV-20460-92025	Telephone, Operations	STREAMS	September phone service	10/21/2025	785.07
09/30/2025	1-505010-60	INV-20460-92025	Telephone, Admin	STREAMS	September phone service	10/21/2025	392.53
10/01/2025	1-505010-10	001002736109	Telephone, Operations	Comcast Business	October fiber network (10/1 - 10/31/25)	10/21/2025	1,276.03
10/01/2025	1-505010-60	001002736109	Telephone, Admin	Comcast Business	October fiber network (10/1 - 10/31/25)	10/21/2025	638.02
10/01/2025	1-503000-42	145796	Outside Service, Non-Veh Maint	Vanguard Cleaning Systems	October cleaning service	10/21/2025	3,300.00
10/01/2025	1-504990-41	1G1T-GF6V-4FL3	Other Mat & Supplies,Veh Maint	Amazon Capital Services, Inc.	Vehicle parts (stock)	10/21/2025	292.24
10/01/2025	1-504990-41	1G1T-GF6V-4FL3	Other Mat & Supplies,Veh Maint	Amazon Capital Services, Inc.	Steel workbench for maintenance	10/21/2025	643.49
10/01/2025	1-504990-41	1G1T-GF6V-4FL3	Other Mat & Supplies,Veh Maint	Amazon Capital Services, Inc.	Maintenance supplies (see invoice for description)	10/21/2025	213.64
10/01/2025	1-504990-42	1G1T-GF6V-4FL3	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Forklift safety cage	10/21/2025	159.90
10/01/2025	1-504990-42	1G1T-GF6V-4FL3	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Vacuum cleaner for MV vault room	10/21/2025	185.27
10/01/2025	1-504990-42	1G1T-GF6V-4FL3	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Flammable storage cabinet small	10/21/2025	229.90
10/01/2025	1-504990-42	1G1T-GF6V-4FL3	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Product returns (facilities supplies)	10/21/2025	-433.42
10/01/2025	1-504990-42	1G1T-GF6V-4FL3	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Facilities supplies (various safety signs)	10/21/2025	94.36
10/01/2025	1-504990-42	1G1T-GF6V-4FL3	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Desk for MV maintenance office	10/21/2025	119.99

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
10/01/2025	1-504990-42	1G1T-GF6V-4FL3	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Foldable conference room tables	10/21/2025	2,119.70
10/01/2025	1-504990-42	1G1T-GF6V-4FL3	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Facilities supplies (soap & towel dispensers)	10/21/2025	146.97
10/01/2025	1-504990-42	1G1T-GF6V-4FL3	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Desk chair (Rob)	10/21/2025	599.00
10/01/2025	1-504990-42	1G1T-GF6V-4FL3	Other Mat&Suppl, Non-Veh Maint	Amazon Capital Services, Inc.	Facilities supplies (see invoice for descriptions)	10/21/2025	329.85
10/01/2025	1-504990-43	1G1T-GF6V-4FL3	OtherMat&Sup-Non-Veh, Computer	Amazon Capital Services, Inc.	Product returns (HP Envy laptop)	10/21/2025	-1,469.02
10/01/2025	1-504990-43	1G1T-GF6V-4FL3	OtherMat&Sup-Non-Veh, Computer	Amazon Capital Services, Inc.	Product returns (IT supplies)	10/21/2025	-712.88
10/01/2025	1-504990-43	1G1T-GF6V-4FL3	OtherMat&Sup-Non-Veh, Computer	Amazon Capital Services, Inc.	IT supplies	10/21/2025	24.99
10/01/2025	1-504990-43	1G1T-GF6V-4FL3	OtherMat&Sup-Non-Veh, Computer	Amazon Capital Services, Inc.	IT supplies (cable management boxes, clips)	10/21/2025	393.77
10/01/2025	1-504990-60	1G1T-GF6V-4FL3	Other Mat & Supplies, Admin	Amazon Capital Services, Inc.	Office supplies	10/21/2025	44.57
10/01/2025	1-509030-60	1G1T-GF6V-4FL3	Fees, Admin	Amazon Capital Services, Inc.	Shipping/handling & taxes	10/21/2025	321.12
10/01/2025	1-503000-10	22495570	Outside Services, Operations	Bay Alarm Company	Monitoring fee - Fire (11/1/25 - 1/31/26)	10/21/2025	432.76
10/01/2025	1-503000-60	22495570	Outside Services, Admin	Bay Alarm Company	Monitoring fee - Fire (11/1/25 - 1/31/26)	10/21/2025	216.38
10/01/2025	1-503000-42	4213973	Outside Service, Non-Veh Maint	Pacific Site Management	October landscaping	10/21/2025	591.34
10/01/2025	1-503000-10	42707	Outside Services, Operations	Precision Wireless Service	Airtime (Oct - Dec 2025)	10/21/2025	8,390.40
10/01/2025	1-504990-41	4648681-47	Other Mat & Supplies,Veh Maint	New Pig Corp.	Maintenance supplies	10/21/2025	351.45
10/01/2025	1-503000-43	51211	O/S Service, Non-Veh, Computer	R-Computer	October IT services	10/06/2025	3,980.00
10/01/2025	1-504012-10	862760	Diesel	Western States Oil Co.	Diesel	10/21/2025	29,886.10
10/01/2025	1-504990-41	C66326	Other Mat & Supplies,Veh Maint	Buchanan Auto Electric Inc.	Vehicle parts	10/21/2025	925.57
10/01/2025	1-111020	Stmt 9/2 - 10/1/25	Maintenance Equipment	Bank of America Commerical CC	Global Industrial: Maint. towel manager locker	10/27/2025	1,013.14
10/01/2025	1-503000-10	Stmt 9/2 - 10/1/25	Outside Services, Operations	Bank of America Commerical CC	Language Line: Interpreter services	10/27/2025	268.60
10/01/2025	1-503000-41	Stmt 9/2 - 10/1/25	Outside Service, Vehicle Maint	Bank of America Commerical CC	RDR Equipment Training: Forklift training MV maint	10/27/2025	600.00
10/01/2025	1-503000-42	Stmt 9/2 - 10/1/25	Outside Service, Non-Veh Maint	Bank of America Commerical CC	Contra Costa Transfer: Yard waste disposal	10/27/2025	196.00
10/01/2025	1-503000-42	Stmt 9/2 - 10/1/25	Outside Service, Non-Veh Maint	Bank of America Commerical CC	Contra Costa Transfer: Remodel waste disposal	10/27/2025	65.50
10/01/2025	1-503000-43	Stmt 9/2 - 10/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	Grammarly: Grammar and spell check	10/27/2025	75.00
10/01/2025	1-503000-43	Stmt 9/2 - 10/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	Microsoft: Office 365 monthly license fee Sept.	10/27/2025	37.50

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
10/01/2025	1-503000-43	Stmt 9/2 - 10/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	Sage: Recurring monthly charge	10/27/2025	178.02
10/01/2025	1-503000-43	Stmt 9/2 - 10/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	Microsoft: Office 365 monthly support fee Sept.	10/27/2025	5.25
10/01/2025	1-503000-43	Stmt 9/2 - 10/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	Microsoft: Office 365 monthly license fee Aug.	10/27/2025	37.50
10/01/2025	1-503000-43	Stmt 9/2 - 10/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	Zoom: Recurring monthly charge	10/27/2025	15.60
10/01/2025	1-503000-43	Stmt 9/2 - 10/1/25	O/S Service, Non-Veh, Computer	Bank of America Commerical CC	GHA Technologies: Malwarebytes annual renewal	10/27/2025	942.66
10/01/2025	1-503000-60	Stmt 9/2 - 10/1/25	Outside Services, Admin	Bank of America Commerical CC	Upwork: HR Manual review & update	10/27/2025	39.38
10/01/2025	1-504100-10	Stmt 9/2 - 10/1/25	Postage, Operations	Bank of America Commerical CC	Stamps.com: Recurring monthly service charge	10/27/2025	20.66
10/01/2025	1-504100-10	Stmt 9/2 - 10/1/25	Postage, Operations	Bank of America Commerical CC	Stamps.com: September stamps	10/27/2025	100.00
10/01/2025	1-504100-60	Stmt 9/2 - 10/1/25	Postage, Admin	Bank of America Commerical CC	Stamps.com: Recurring monthly service charge	10/27/2025	10.33
10/01/2025	1-504100-60	Stmt 9/2 - 10/1/25	Postage, Admin	Bank of America Commerical CC	Stamps.com: September stamps	10/27/2025	50.00
10/01/2025	1-504990-42	Stmt 9/2 - 10/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Oliver's Hardware: Propane for forklift	10/27/2025	40.63
10/01/2025	1-504990-42	Stmt 9/2 - 10/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Home Depot: Facilities supplies (see receipts)	10/27/2025	99.30
10/01/2025	1-504990-42	Stmt 9/2 - 10/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Signs.com: Cling door signs & surveillance signs	10/27/2025	113.17
10/01/2025	1-504990-42	Stmt 9/2 - 10/1/25	Other Mat&Suppl, Non-Veh Maint	Bank of America Commerical CC	Rubenstein: Maintenance supplies (see receipt)	10/27/2025	5.78
10/01/2025	1-509020-60	Stmt 9/2 - 10/1/25	Travel Expense, Admin	Bank of America Commerical CC	SF Airport Marriott: Parking Rob MV meeting	10/27/2025	24.00
10/01/2025	1-509080-10	Stmt 9/2 - 10/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	GetStreamline: DocAccess for website accessibility	10/27/2025	150.00
10/01/2025	1-509080-10	Stmt 9/2 - 10/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	Upwork: Social media marketing	10/27/2025	210.00
10/01/2025	1-509080-10	Stmt 9/2 - 10/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	Twilio: Emergency messaging for ridership	10/27/2025	301.15
10/01/2025	1-509080-10	Stmt 9/2 - 10/1/25	Marketing & Advertising, Oper	Bank of America Commerical CC	Upwork: Bus Rodeo T-shirt design	10/27/2025	48.18
10/01/2025	1-509990-60	Stmt 9/2 - 10/1/25	Miscellaneous Exp, Admin	Bank of America Commerical CC	City of Hercules Rec: Company picnic reservation	10/27/2025	281.00
10/01/2025	1-509990-60	Stmt 9/2 - 10/1/25	Miscellaneous Exp, Admin	Bank of America Commerical CC	Bear Claw Bakery: Staff appreciation	10/27/2025	47.67
10/02/2025	1-202000	17532	Accrued Payroll Liabilities	BCC	October supplemental insurance	10/06/2025	247.06
10/02/2025	1-502150-60	17532	Fringe Benefits, Admin	BCC	October LTD	10/06/2025	629.06
10/02/2025	1-503000-42	254970	Outside Service, Non-Veh Maint	ECO-CHEK Compliance, Inc.	September inspection	10/21/2025	125.00

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
10/02/2025	1-503000-42	452614-13	Outside Service, Non-Veh Maint	Monterey Mechanical Co	Service call for replacement control board	10/21/2025	925.00
10/02/2025	1-504990-42	46026554	Other Mat&Suppl, Non-Veh Maint	Quill LLC	Janitorial supplies	10/21/2025	559.62
10/03/2025	1-508000-10	135716	Purchased Transportation, Oper	MV Transportation	Estimated October service	10/21/2025	888,028.40
10/03/2025	1-504990-10	42708	Other Mat & Supplies, Oper	Precision Wireless Service	Desk mics for dispatch radios	10/21/2025	287.43
10/03/2025	1-504990-41	83994850	Other Mat & Supplies,Veh Maint	The Aftermarket Parts Company, LLC dba NFI Parts	Vehicle parts (Bus 602)	10/21/2025	840.30
10/03/2025	1-504990-41	X4-251084255	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 415)	10/21/2025	104.32
10/06/2025	1-504990-10	10/25	Other Mat & Supplies, Oper	Donesha McKinley	MV/Westcat Company Picnic Supplies	10/06/2025	516.28
10/06/2025	1-504013-10	25-486019	Lubricants	Flyers Energy, LLC	Anti-freeze	10/21/2025	280.72
10/06/2025	1-504013-10	25-486020	Lubricants	Flyers Energy, LLC	Mobil Delvac	10/21/2025	2,053.10
10/06/2025	1-504990-41	41359618	Other Mat & Supplies,Veh Maint	Gillig LLC	Vehicle parts (stock)	10/21/2025	463.44
10/06/2025	1-504990-41	4245607983	Other Mat & Supplies,Veh Maint	Cintas Corporation	October uniforms	10/21/2025	726.82
10/06/2025	1-503000-60	9/2025	Outside Services, Admin	Politico Group, Inc.	September consulting services	10/21/2025	2,500.00
10/06/2025	1-503000-41	SWO196351-1	Outside Service, Vehicle Maint	SONSRAY FLEET SERVICES	Vehicle repair (Bus 206)	10/21/2025	724.59
10/07/2025	1-512000-60	592509320	Rentals & Leases, Admin	Pacific Office Automation	October copier (10/1 - 10/31/25)	10/21/2025	334.39
10/08/2025	1-104000	25100211	Prepaid Expenses	Wireless N WIFI	Renewal: NetCloud Essentials for Mobile	10/21/2025	9,930.21
10/08/2025	1-504990-41	3909563	Other Mat & Supplies,Veh Maint	Muncie Reclamation and Supply Company	Vehicle parts (stock)	10/21/2025	264.56
10/08/2025	1-503000-41	SWO196427-1	Outside Service, Vehicle Maint	SONSRAY FLEET SERVICES	Vehicle repair (Bus 602)	10/21/2025	429.30
10/08/2025	1-504990-41	Y4-251032980	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 407)	10/21/2025	541.36
10/09/2025	1-503000-60	1537573	Outside Services, Admin	Hanson Bridgett LLP	September legal services	10/21/2025	2,083.75
10/09/2025	1-504020-10	175518	Tires & Tubes	J & O's Commercial Tire Center	October tires	10/21/2025	8,981.48
10/09/2025	1-503000-60	9206	Outside Services, Admin	AABCO Printing	Business cards (Jeremy)	10/21/2025	90.07
10/10/2025	1-102040	14-2025-September	A/R Accrual - MV Liability Ins	CalTIP	September insurance & admin fees	10/21/2025	4,217.08
10/10/2025	1-504012-10	863034	Diesel	Western States Oil Co.	Diesel	10/21/2025	29,357.04
10/10/2025	1-504990-41	C66374	Other Mat & Supplies,Veh Maint	Buchanan Auto Electric Inc.	Vehicle parts	10/21/2025	925.57
10/10/2025	1-503000-10	INV0000002044	Outside Services, Operations	TransTrack Systems, Inc.	October maintenance & support	10/21/2025	5,484.75
10/13/2025	1-504990-41	4246340662	Other Mat & Supplies,Veh Maint	Cintas Corporation	October uniforms	10/21/2025	726.82

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
10/13/2025	1-504990-41	Stmt 10/13/25	Other Mat & Supplies,Veh Maint	Home Depot Credit Services	Maintenance equip. (Husky backup air compressor)	10/21/2025	878.00
10/13/2025	1-504990-42	Stmt 10/13/25	Other Mat&Suppl, Non-Veh Maint	Home Depot Credit Services	Facilities tool rental (carpet cleaner)	10/21/2025	147.00
10/13/2025	1-504990-42	Stmt 10/13/25	Other Mat&Suppl, Non-Veh Maint	Home Depot Credit Services	Facilities supplies (see receipts for description)	10/21/2025	103.72
10/13/2025	1-504990-42	Stmt 10/13/25	Other Mat&Suppl, Non-Veh Maint	Home Depot Credit Services	Less: Returns credits (tool rental)	10/21/2025	-64.27
10/13/2025	1-504990-42	Stmt 10/13/25	Other Mat&Suppl, Non-Veh Maint	Home Depot Credit Services	Facilities supplies (janitorial)	10/21/2025	208.89
10/13/2025	1-504990-42	Stmt 10/13/25	Other Mat&Suppl, Non-Veh Maint	Home Depot Credit Services	Facilities supplies (ceiling tiles, copper plpes)	10/21/2025	1,268.96
10/13/2025	1-503000-60	WCAT-13	Outside Services, Admin	Ronny Kraft Consulting	COA tasks 1,5,7	10/21/2025	6,714.18
10/13/2025	1-504990-41	X4-251087454	Other Mat & Supplies,Veh Maint	Cummins Sales & Service	Vehicle parts (Bus 408)	10/21/2025	617.49
10/14/2025	1-503000-42	10/2025	Outside Service, Non-Veh Maint	Petty Cash - WCCTA/ Christina Lotfy	Yard waste disposal	10/14/2025	46.50
10/14/2025	1-504100-60	10/2025	Postage, Admin	Petty Cash - WCCTA/ Christina Lotfy	Postage	10/14/2025	125.37
10/14/2025	1-504990-10	10/2025	Other Mat & Supplies, Oper	Petty Cash - WCCTA/ Christina Lotfy	Laminating pouches for bus stop signs	10/14/2025	44.08
10/14/2025	1-504990-42	10/2025	Other Mat&Suppl, Non-Veh Maint	Petty Cash - WCCTA/ Christina Lotfy	Keys	10/14/2025	10.95
10/14/2025	1-504990-60	10/2025	Other Mat & Supplies, Admin	Petty Cash - WCCTA/ Christina Lotfy	Safety Committee snacks	10/14/2025	11.99
10/14/2025	1-509080-10	10/2025	Marketing & Advertising, Oper	Petty Cash - WCCTA/ Christina Lotfy	Printing signs 20-year Lynx	10/14/2025	92.53
10/14/2025	1-503000-10	22539820	Outside Services, Operations	Bay Alarm Company	UL certificate fees	10/21/2025	95.53
10/14/2025	1-503000-60	22539820	Outside Services, Admin	Bay Alarm Company	UL certificate fees	10/21/2025	47.47
10/14/2025	1-503000-41	25-26717	Outside Service, Vehicle Maint	Olivers Tow	Towing service (Bus 603)	10/21/2025	1,149.83
10/14/2025	1-504990-41	84006340	Other Mat & Supplies,Veh Maint	The Aftermarket Parts Company, LLC dba NFI Parts	Vehicle parts (Bus 602)	10/21/2025	1,232.85
10/16/2025	1-502150-42	11/2025	Fringe Benefits, Non-Veh Maint	Kaiser Foundation Health Plan, Inc.	November medical insurance	10/21/2025	2,829.02
10/16/2025	1-502150-60	11/2025	Fringe Benefits, Admin	Kaiser Foundation Health Plan, Inc.	November medical insurance	10/21/2025	13,803.04
10/20/2025	1-504990-41	103855434	Other Mat & Supplies,Veh Maint	Kimball Midwest	Vehicle parts	10/21/2025	395.18
10/20/2025	1-504990-41	4247067825	Other Mat & Supplies,Veh Maint	Cintas Corporation	October uniforms	10/21/2025	726.82
10/27/2025	1-509020-60	10/25	Travel Expense, Admin	Finn E Wurtz	Flight & hotel 2025 CTA Fall conference: Finn	10/27/2025	568.29
10/29/2025	1-504014-10	044-002477 9/2025	Fees/Taxes	State Board of Equalization	July - Sept. underground tank storage	10/29/2025	1,653.63

Expense Approval Report

Post Dates: 8/28/2025 - 10/31/2025 Payment Dates: 9/1/2025 - 10/31/2025

Post Date	Account Number	Payable Number	Account Name	Vendor Name	Description (Item)	Payment Date	Amount
10/29/2025	1-504014-10	057-416014 9/2025	Fees/Taxes	State Board of Equalization	July - Sept. diesel report	10/29/2025	667.00
Fund 1 - FUND 1 Total:							2,353,672.51
Grand Total:							2,353,672.51

Report Summary

Fund Summary

Fund	Payment Amount
1 - FUND 1	2,353,672.51
Grand Total:	2,353,672.51

Account Summary

Account Number	Account Name	Payment Amount
1-102040	A/R Accrual - MV Liability..	17,581.69
1-104000	Prepaid Expenses	10,955.44
1-111020	Maintenance Equipment	1,013.14
1-202000	Accrued Payroll Liabilities	494.12
1-502150-42	Fringe Benefits, Non-Veh...	4,793.88
1-502150-60	Fringe Benefits, Admin	29,697.41
1-503000-10	Outside Services, Operat...	23,406.00
1-503000-41	Outside Service, Vehicle...	13,050.50
1-503000-42	Outside Service, Non-Ve...	12,753.56
1-503000-43	O/S Service, Non-Veh, C...	37,609.81
1-503000-60	Outside Services, Admin	45,168.94
1-504011-10	Gas	15,529.35
1-504012-10	Diesel	162,833.04
1-504013-10	Lubricants	5,973.46
1-504014-10	Fees/Taxes	2,320.63
1-504020-10	Tires & Tubes	20,049.51
1-504100-10	Postage, Operations	174.65
1-504100-60	Postage, Admin	212.70
1-504990-10	Other Mat & Supplies, O...	8,102.33
1-504990-41	Other Mat & Supplies, V...	68,887.59
1-504990-42	Other Mat&Suppl, Non-...	11,117.36
1-504990-43	OtherMat&Sup-Non-Veh...	-342.72
1-504990-60	Other Mat & Supplies, A...	1,581.50
1-505000-10	Utilities, Operations	12,204.18
1-505000-60	Utilities, Admin	6,083.30
1-505010-10	Telephone, Operations	4,239.67
1-505010-60	Telephone, Admin	2,119.84
1-506000-10	Insurance, Operations	36,011.20
1-508000-10	Purchased Transportatio...	1,529,161.81
1-508000-41	Purchased Transp, Veh ...	197,678.34
1-509010-60	Dues & Subscriptions, A...	42,467.00
1-509020-60	Travel Expense, Admin	1,292.29
1-509030-60	Fees, Admin	602.48
1-509080-10	Marketing & Advertising...	3,445.20
1-509990-60	Miscellaneous Exp, Adm...	361.91

Account Summary		
Account Number	Account Name	Payment Amount
1-512000-10	Rentals & Leases, Operat...	24,297.00
1-512000-60	Rentals & Leases, Admin	744.40
Grand Total:		2,353,672.51

Project Account Summary		Payment Amount
Project Account Key		
None		2,353,672.51
Grand Total:		2,353,672.51



	August FY 25/26	August FY 24/25	% Change	Year-To-Date FY 25/26	Year-To-Date FY 24/25	% Change
System Total						
Total Passengers	56,723	60,287	-5.9	114,487	110,978	3.2
Revenue Passengers	53,934	56,921	-5.2	109,467	104,821	4.4
Weekday Total Passengers	52,343	55,378	-5.5	106,198	102,224	3.9
Saturday Total Passengers	2,780	3,310	-16.0	4,972	5,480	-9.3
Sunday Total Passengers	1,600	1,599	0.1	3,317	3,274	1.3
Weekday Average Passengers	2,493	2,517	-1.0	2,470	2,323	6.3
Saturday Average Passengers	556	662	-16.0	552	609	-9.4
Sunday Average Passengers	320	400	-20.0	332	364	-8.8
Vehicle Revenue Hours	6,740.67	7,004.93	-3.8	13,824.52	13,812.04	0.1
Total Vehicle Hours	7,141.19	7,484.39	-4.6	14,629.47	14,732.53	-0.7
Revenue Vehicle Miles	112,086.4	122,801.9	-8.7	229,928.0	243,849.6	-5.7
Total Miles	136,102.0	138,658.0	-1.8	281,846.0	289,947.0	-2.8
Dial-A-Ride Program						
Number of Weekdays	21	22	-4.5	43	44	-2.3
Number of Saturdays	5	5	0.0	9	9	0.0
Total Passengers	1,628	1,806	-9.9	3,322	3,415	-2.7
Revenue Passengers	1,541	1,707	-9.7	3,164	3,267	-3.2
Weekday Total Passengers	1,444	1,632	-11.5	2,999	3,104	-3.4
Saturday Total Passengers	184	174	5.7	323	311	3.9
Weekday Average Passengers	69	74	-6.8	70	71	-1.4
Saturday Average Passengers	37	35	5.7	36	35	2.9
Vehicle Revenue Hours	859.28	951.42	-9.7	1,811.83	1,833.64	-1.2
Total Vehicle Hours	932.58	988.44	-5.7	1,922.82	1,909.82	0.7
Productivity	1.89	1.90	-0.5	1.83	1.86	-1.6
Revenue Vehicle Miles	7,888.5	8,500.1	-7.2	16,151.5	16,461.3	-1.9
Total Miles	8,868.7	9,403.9	-5.7	18,008.5	18,339.3	-1.8
Express Routes Program						
Number of Weekdays	21	22	-4.5	43	44	-2.3
Number of Saturdays	5	5	0.0	9	9	0.0
Number of Sundays	5	4	25.0	10	9	11.1
Total Passengers	23,717	27,259	-13.0	46,889	49,116	-4.5
Revenue Passengers	22,451	26,084	-13.9	44,778	47,025	-4.8
Weekday Total Passengers	20,013	23,019	-13.1	39,817	41,519	-4.1
Saturday Total Passengers	2,104	2,641	-20.3	3,755	4,323	-13.1
Sunday Total Passengers	1,600	1,599	0.1	3,317	3,274	1.3
Weekday Average Passengers	953	1,046	-8.9	926	944	-1.9
Saturday Average Passengers	421	528	-20.3	417	480	-13.1
Sunday Average Passengers	320	400	-20.0	332	364	-8.8
Vehicle Revenue Hours	2,414.96	2,477.24	-2.5	4,945.07	4,919.32	0.5
Total Vehicle Hours	2,548.74	2,651.90	-3.9	5,233.51	5,248.78	-0.3
Productivity	9.82	11.00	-10.7	9.48	9.98	-5.0
Revenue Vehicle Miles	37,309.7	42,909.6	-13.1	76,806.2	85,279.9	-9.9
Total Miles	39,867.0	47,552.7	-16.2	82,372.5	94,283.9	-12.6



Monthly Management Report Summary

August, FY 25/26

System & Program Summary

	August FY 25/26	August FY 24/25	% Change	Year-To-Date FY 25/26	Year-To-Date FY 24/25	% Change
Local Fixed Routes Program						
Number of Weekdays	21	22	-4.5	43	44	-2.3
Number of Saturdays	5	5	0.0	9	9	0.0
Total Passengers	14,739	16,448	-10.4	29,385	29,094	1.0
Revenue Passengers	13,492	14,680	-8.1	27,054	25,862	4.6
Weekday Total Passengers	14,247	15,953	-10.7	28,491	28,248	0.9
Saturday Total Passengers	492	495	-0.6	894	846	5.7
Weekday Average Passengers	678	725	-6.5	663	642	3.3
Saturday Average Passengers	98	99	-1.0	99	94	5.3
Vehicle Revenue Hours	2,268.35	2,370.68	-4.3	4,625.57	4,652.49	-0.6
Total Vehicle Hours	2,364.26	2,525.16	-6.4	4,826.20	4,940.74	-2.3
Productivity	6.50	6.94	-6.3	6.35	6.25	1.6
Revenue Vehicle Miles	34,810.1	37,930.2	-8.2	71,219.0	75,184.3	-5.3
Total Miles	36,450.1	40,451.7	-9.9	74,651.6	79,977.9	-6.7
Transbay Lynx Program						
Number of Weekdays	21	22	-4.5	43	44	-2.3
Total Passengers	16,639	14,774	12.6	34,891	29,353	18.9
Revenue Passengers	16,450	14,450	13.8	34,471	28,667	20.2
Weekday Total Passengers	16,639	14,774	12.6	34,891	29,353	18.9
Weekday Average Passengers	792	672	17.9	811	667	21.6
Vehicle Revenue Hours	1,198.08	1,205.59	-0.6	2,442.05	2,406.59	1.5
Total Vehicle Hours	1,295.61	1,318.89	-1.8	2,646.94	2,633.19	0.5
Productivity	13.89	12.25	13.4	14.29	12.20	17.1
Revenue Vehicle Miles	32,078.1	33,462.0	-4.1	65,751.3	66,924.0	-1.8
Total Miles	34,238.1	35,329.8	-3.1	70,496.3	70,659.6	-0.2

Preventable Accidents per Miles Driven in 12 Month
Period

August-25

	Miles	Accidents	Frequency 12 Month Period
FR	1,529,489	18	84,972
DAR	143,146	0	143,146

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	5	6	1	0	10	3
DAR	0	1	1	1	0	1	0	4



Passenger & Productivity Statistical Report

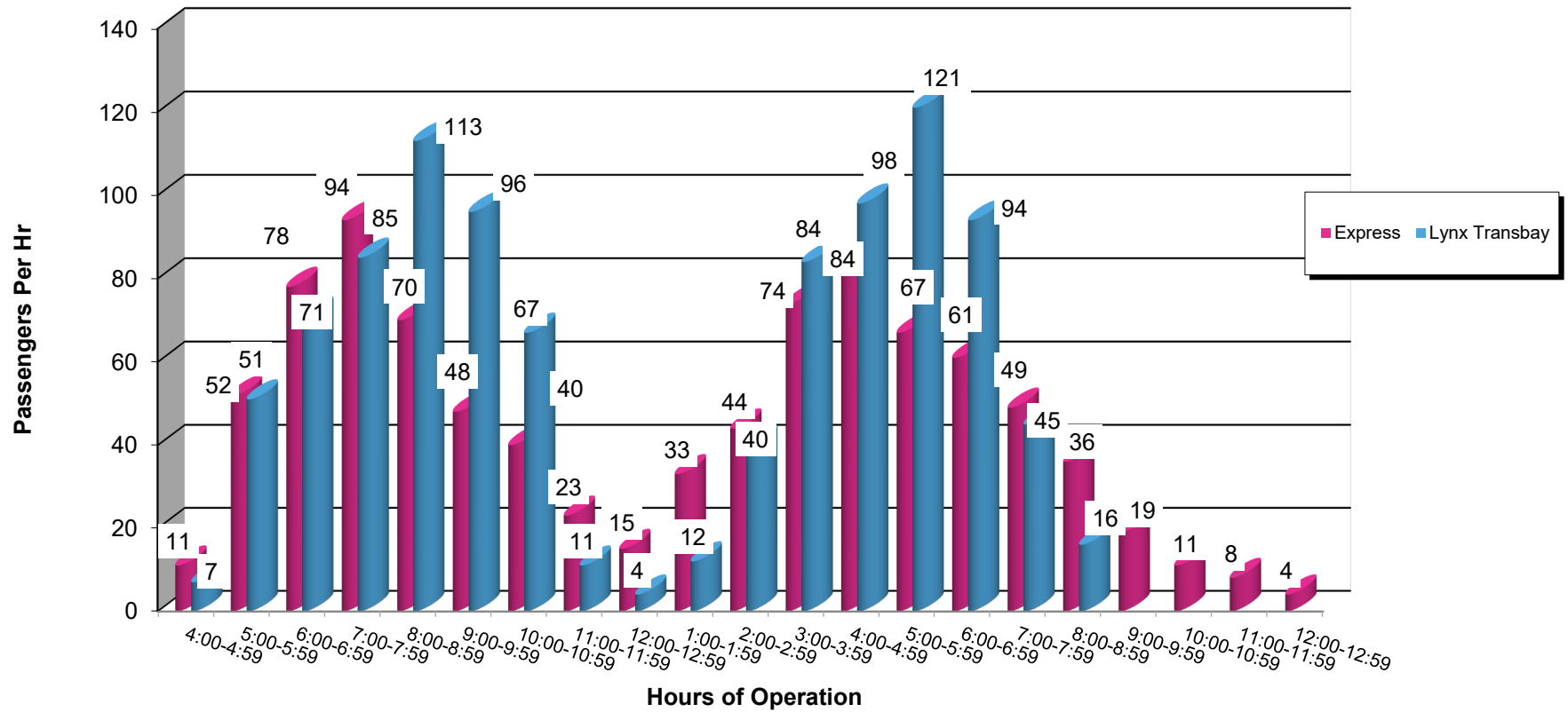
August, FY 25/26

System

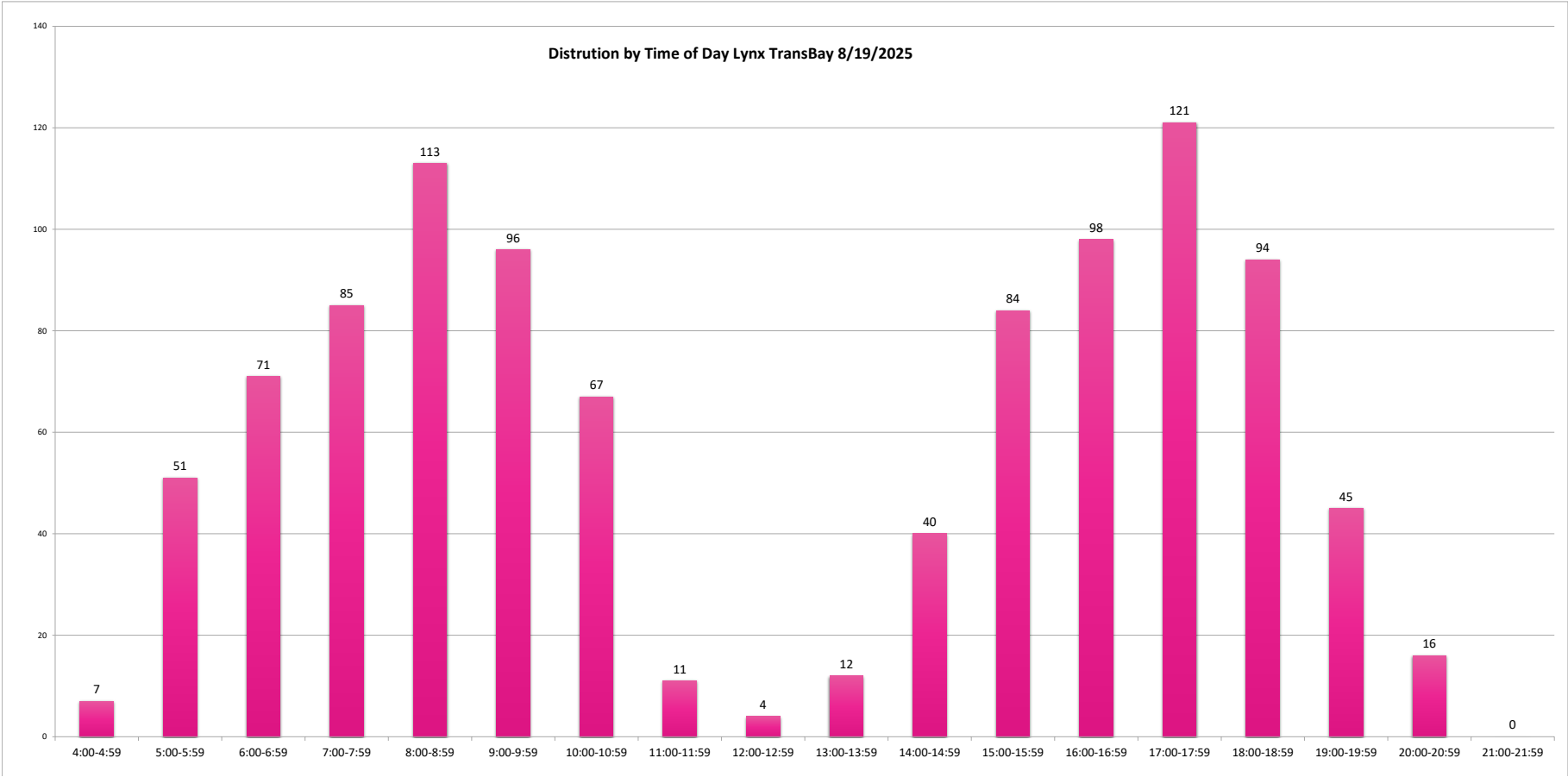
All Routes

Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	August			Fiscal Year To Date			August			Fiscal Year To Date		
	FY 24/25	FY 25/26	% Change	FY 24/25	FY 25/26	% Change	FY 24/25	FY 25/26	% Change	FY 24/25	FY 25/26	% Change
Route 10 Weekday	1,157	1,139	-1.6	2,084	1,851	-11.2	6.9	7.2	3.7	6.7	5.7	-15.2
Route 11 Weekday	2,262	2,244	-0.8	4,009	4,309	7.5	8.3	8.5	2.4	7.5	7.9	6.2
Route 11 Saturday	249	251	0.8	405	488	20.5	4.0	4.3	9.7	3.6	4.7	30.4
Route 11 Total	2,511	2,495	-0.6	4,414	4,797	8.7	7.5	7.8	3.5	6.8	7.4	9.0
Route 12 Weekday	1,445	1,213	-16.1	2,499	2,264	-9.4	8.2	7.1	-13.2	7.8	6.3	-19.2
Route 15 Weekday	1,342	1,050	-21.8	2,427	2,026	-16.5	8.1	5.8	-29.1	7.4	5.5	-24.6
Route 16 Weekday	4,007	3,693	-7.8	6,736	7,264	7.8	6.4	6.3	-2.0	5.4	6.0	11.7
Route 19 Saturday	246	241	-2.0	441	406	-7.9	4.0	3.8	-6.3	4.0	3.5	-12.2
Route 30Z Weekday	1,247	1,065	-14.6	2,398	2,403	0.2	4.5	4.2	-8.1	4.4	4.6	5.5
Route C3 Weekday	4,493	3,843	-14.5	8,095	8,374	3.4	7.9	7.3	-8.3	7.1	7.7	8.1
Route DAR Weekday	1,632	1,444	-11.5	3,104	2,999	-3.4	1.9	1.9	-1.2	1.9	1.8	-2.6
Route DAR Saturday	174	184	5.7	311	323	3.9	2.0	2.1	8.0	1.9	2.1	10.0
Route DAR Total	1,806	1,628	-9.9	3,415	3,322	-2.7	1.9	1.9	-0.2	1.9	1.8	-1.6
Route J Weekday	12,866	12,044	-6.4	23,516	24,025	2.2	11.7	11.6	-1.6	10.9	11.3	3.8
Route J Saturday	2,641	2,104	-20.3	4,323	3,755	-13.1	13.0	9.2	-29.2	11.8	7.7	-35.0
Route J Sunday	1,599	1,600	0.1	3,274	3,317	1.3	9.9	7.8	-20.4	9.0	8.1	-9.3
Route J Total	17,106	15,748	-7.9	31,113	31,097	-0.1	11.7	10.7	-8.8	10.8	10.3	-4.4
Route JPX Weekday	7,912	5,815	-26.5	13,987	11,766	-15.9	11.6	9.2	-21.0	10.2	9.0	-11.7
Route JX Weekday	2,241	2,154	-3.9	4,016	4,026	0.2	6.7	7.0	5.0	6.0	6.4	7.0
Route LYNX Weekday	14,774	16,639	12.6	29,353	34,891	18.9	12.3	13.9	13.3	12.2	14.3	17.1
Total System-Wide	60,287	56,723	-5.9	110,978	114,487	3.2	8.6	8.4	-2.2	8.0	8.3	3.1

**Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day
Date:08/19/2025**



Distrution by Time of Day Lynx TransBay 8/19/2025



[illegible][illegible]

[illegible]

[illegible]

Distrubution by Time of Day - WestCAT Express																					
Date:		8/19/2025																			
	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	21:00-21:59	22:00-22:59	23:00-23:59	24:00-24:59
JX		12	19	23	14							24	14	10	7	5					
JPX		10	21	31	25	21	15	9	8	15	19	20	30	23	17	11	7	0	0	0	
J	11	30	38	40	31	27	25	14	7	18	25	30	40	34	37	33	29	19	11	8	4
Total Passengers	11	52	78	94	70	48	40	23	15	33	44	74	84	67	61	49	36	19	4	8	4
	21:00-21:59	22:00-22:59	23:00-23:59	24:00-24:59																	
JX																					
JPX																					
J	8	4	2	4																	
Total Passengers	8	4	2	4																	
				JX	128																
				JPX	282																
				J	511																
				Total	921																
Distrubution by Time of Day -Lynx Transbay																					
Date:		8/19/2025																			
	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	21:00-21:59			
TransBay LYNX	7	51	71	85	113	96	67	11	4	12	40	84	98	121	94	45	16	0			
Total Passengers	7	51	71	85	113	96	67	11	4	12	40	84	98	121	94	45	16	0			
	21:00-21:59																				
TransBay LYNX	0																				
Total Passengers	0																				
			Total Lynx	1015																	
formula created from page 7																					

AGENDA ITEM 1.4

WCCTA - WestCAT
Income Statement - FY25 Final Adujusted Budget--Post Audit
For the Twelve Months Ending June 30, 2025

	Current Qtr Actual	Year to Date	Total Adopted Budget	Budget Balance	% Budget Remaining
Operating Expenses - Functional					
<u>Operations:</u>					
Outside Services, Operations	33,015.01	133,067.13	139,300.00	6,232.87	4.47
Fuel & Lubricants	319,997.78	1,188,657.61	1,302,900.00	114,242.39	8.77
Tires & Tubes	30,108.10	125,548.10	140,000.00	14,451.90	10.32
Postage, Operations	(352.87)	(390.57)	600.00	990.57	165.10
Other Mat & Supplies, Oper	0.00	374.82	1,000.00	625.18	62.52
Utilities, Operations	17,796.51	67,107.90	74,800.00	7,692.10	10.28
Telephone, Operations	6,370.96	24,536.61	24,500.00	(36.61)	(0.15)
Insurance, Operations	189,884.18	749,748.16	750,121.00	372.84	0.05
Purchased Transportation, Oper	2,025,797.95	7,889,212.30	7,871,150.00	(18,062.30)	(0.23)
Marketing & Advertising, Oper	38,644.83	124,254.48	134,300.00	10,045.52	7.48
Miscellaneous Exp, Operations	0.00	877.38	2,500.00	1,622.62	64.90
Rentals & Leases, Operations	25,467.75	101,871.00	101,871.00	0.00	0.00
Clipper/Shopify/mtot fees, Ops	4,721.91	46,104.69	71,100.00	24,995.31	35.16
1. Operations	2,691,452.11	10,450,969.61	10,614,142.00	163,172.39	1.54
<u>Vehicle Maintenance:</u>					
Outside Service, Vehicle Maint	29,948.89	199,889.46	274,000.00	74,110.54	27.05
Other Mat & Supplies, Veh Maint	138,804.92	511,097.55	600,000.00	88,902.45	14.82
Purchased Transp, Veh Maint	291,246.51	1,172,552.50	1,172,553.00	0.50	0.00
2. Vehicle Maintenance	460,000.32	1,883,539.51	2,046,553.00	163,013.49	7.97
<u>Non-Vehicle Maintenance:</u>					
Other Salaries, Non-Veh, Comp	14,415.16	57,115.09	61,888.00	4,772.91	7.71
Other Paid Abs, Non-Veh, Comp	432.64	3,028.48	0.00	(3,028.48)	0.00
Pension Benefit, Non-Veh, Comp	2,079.88	8,355.90	10,796.00	2,440.10	22.60
Fringe Benefits, Non-Veh, Comp	2,001.93	7,709.31	11,120.63	3,411.32	30.68
Other Salaries, Non-Veh Maint	42,189.59	167,196.09	202,112.00	34,915.91	17.28
Other Paid Absences, Non-Veh	4,462.77	20,413.94	0.00	(20,413.94)	0.00
Pension Benefits, Non-Veh Main	6,726.98	26,890.64	28,434.00	1,543.36	5.43
Fringe Benefits, Non-Veh Maint	13,308.06	52,431.54	59,079.37	6,647.83	11.25
GASB 68 Adjust, Non-Veh, Main	19,442.00	19,442.00	0.00	(19,442.00)	0.00
GASB 68 Adjust, Non-Veh, Comp	6,641.00	6,641.00	0.00	(6,641.00)	0.00
Outside Service, Non-Veh Maint	18,249.06	59,810.13	63,600.00	3,789.87	5.96
O/S Service, Non-Veh, Computer	7,712.00	45,460.34	50,000.00	4,539.66	9.08
Other Mat&Suppl, Non-Veh Maint	8,122.47	48,630.75	58,800.00	10,169.25	17.29
OtherMat&Sup-Non-Veh, Comput	863.89	7,981.25	19,000.00	11,018.75	57.99
Misc. Exp, Non-Veh Maint	0.00	111.77	500.00	388.23	77.65
3. Non-Vehicle Maintenance	146,647.43	531,218.23	565,330.00	34,111.77	6.03
<u>General Administration:</u>					
Other Salaries & Wages, Admin	213,977.46	813,298.17	1,007,600.00	194,301.83	19.28
Other Paid Absences, Admin	14,187.31	130,213.17	0.00	(130,213.17)	0.00
Pension Benefits, Admin	35,029.05	146,683.08	91,600.00	(55,083.08)	(60.13)
GASB 68 Adjustment, Admin	94,573.00	94,573.00	0.00	(94,573.00)	0.00
Fringe Benefits, Admin	60,557.83	236,716.11	250,500.00	13,783.89	5.50
Outside Services, Admin	140,313.10	205,407.08	212,100.00	6,692.92	3.16
Postage, Admin	97.34	423.00	500.00	77.00	15.40
Other Mat & Supplies, Admin	245.09	4,293.37	5,500.00	1,206.63	21.94
Utilities, Admin	8,036.75	32,534.41	37,500.00	4,965.59	13.24
Telephone, Admin	3,241.35	12,324.17	12,300.00	(24.17)	(0.20)
Insurance, Admin	2,807.91	11,230.14	11,230.00	(0.14)	0.00
Dues & Subscriptions, Admin	859.00	54,247.00	55,600.00	1,353.00	2.43
Travel Expense, Admin	332.19	5,744.01	10,000.00	4,255.99	42.56

WCCTA - WestCAT
Income Statement - FY25 Final Adujusted Budget--Post Audit
For the Twelve Months Ending June 30, 2025

	Current Qtr Actual	Year to Date	Total Adopted Budget	Budget Balance	% Budget Remaining
Marketing & Advertising, Admin	0.00	0.00	0.00	0.00	0.00
Miscellaneous Exp, Admin	97.60	2,848.95	3,700.00	851.05	23.00
Rentals & Leases, Admin	1,257.63	4,616.00	4,800.00	184.00	3.83
Fees, Admin	3,823.69	10,667.80	12,500.00	1,832.20	14.66
Other Exp, Over/Short, Admin	0.00	0.00	0.00	0.00	0.00
4. General Administration	579,436.30	1,765,819.46	1,715,430.00	(50,389.46)	(2.94)
5. Total Expenses	3,877,536.16	14,631,546.81	14,941,455.00	309,908.19	2.07
Operating Expenses - Object Class					
Other Salaries, Non-Veh Maint	42,189.59	167,196.09	202,112.00	34,915.91	17.28
Other Salaries, Non-Veh, Comp	14,415.16	57,115.09	61,888.00	4,772.91	7.71
Other Salaries & Wages, Admin	213,977.46	813,298.17	1,007,600.00	194,301.83	19.28
Other Paid Absences, Non-Veh	4,462.77	20,413.94	0.00	(20,413.94)	0.00
Other Paid Abs, Non-Veh, Comp	432.64	3,028.48	0.00	(3,028.48)	0.00
Other Paid Absences, Admin	14,187.31	130,213.17	0.00	(130,213.17)	0.00
6. Labor	289,664.93	1,191,264.94	1,271,600.00	80,335.06	6.32
Pension Benefits, Maint	0.00	0.00	0.00	0.00	0.00
Pension Benefits, Non-Veh Main	6,726.98	26,890.64	28,434.00	1,543.36	5.43
Pension Benefit, Non-Veh, Comp	2,079.88	8,355.90	10,796.00	2,440.10	22.60
Pension Benefits, Admin	35,029.05	146,683.08	91,600.00	(55,083.08)	(60.13)
GASB 68 Adjust, Non-Veh, Main	19,442.00	19,442.00	0.00	(19,442.00)	0.00
GASB 68 Adjust, Non-Veh, Comp	6,641.00	6,641.00	0.00	(6,641.00)	0.00
GASB 68 Adjustment, Admin	94,573.00	94,573.00	0.00	(94,573.00)	0.00
Fringe Benefits, Veh Maint	0.00	0.00	0.00	0.00	0.00
Fringe Benefits, Non-Veh Maint	13,308.06	52,431.54	59,079.37	6,647.83	11.25
Fringe Benefits, Non-Veh, Comp	2,001.93	7,709.31	11,120.63	3,411.32	30.68
Fringe Benefits, Admin	60,557.83	236,716.11	250,500.00	13,783.89	5.50
7. Fringe Benefits	240,359.73	599,442.58	451,530.00	(147,912.58)	(32.76)
<u>Services:</u>					
Outside Services, Operations	33,015.01	133,067.13	139,300.00	6,232.87	4.47
Outside Service, Vehicle Maint	29,948.89	199,889.46	274,000.00	74,110.54	27.05
Outside Service, Non-Veh Maint	18,249.06	59,810.13	63,600.00	3,789.87	5.96
O/S Service, Non-Veh, Computer	7,712.00	45,460.34	50,000.00	4,539.66	9.08
Outside Services, Admin	140,313.10	205,407.08	212,100.00	6,692.92	3.16
8. Services	229,238.06	643,634.14	739,000.00	95,365.86	12.90
9. Fuel/Lubricants	319,997.78	1,188,657.61	1,302,900.00	114,242.39	8.77
10. Tires and Tubes	30,108.10	125,548.10	140,000.00	14,451.90	10.32
<u>Other Materials & Supplies:</u>					
Postage, Operations	(352.87)	(390.57)	600.00	990.57	165.10
Postage, Admin	97.34	423.00	500.00	77.00	15.40
Other Mat & Supplies, Oper	0.00	374.82	1,000.00	625.18	62.52
Other Mat & Supplies, Veh Maint	138,804.92	511,097.55	600,000.00	88,902.45	14.82

WCCTA - WestCAT
Income Statement - FY25 Final Adujusted Budget--Post Audit
For the Twelve Months Ending June 30, 2025

	Current Qtr Actual	Year to Date	Total Adopted Budget	Budget Balance	% Budget Remaining
Other Mat&Suppl, Non-Veh Maint	8,122.47	48,630.75	58,800.00	10,169.25	17.29
OtherMat&Sup-Non-Veh, Comput	863.89	7,981.25	19,000.00	11,018.75	57.99
Other Mat & Supplies, Admin	245.09	4,293.37	5,500.00	1,206.63	21.94
11. Other Materials & Supplies	147,780.84	572,410.17	685,400.00	112,989.83	16.49
<u>Utilities:</u>					
Utilities, Operations	17,796.51	67,107.90	74,800.00	7,692.10	10.28
Utilities, Admin	8,036.75	32,534.41	37,500.00	4,965.59	13.24
Telephone, Operations	6,370.96	24,536.61	24,500.00	(36.61)	(0.15)
Telephone, Admin	3,241.35	12,324.17	12,300.00	(24.17)	(0.20)
12. Utilities	35,445.57	136,503.09	149,100.00	12,596.91	8.45
<u>Purchased Transportation:</u>					
Purchased Transportation, Oper	2,025,797.95	7,889,212.30	7,871,150.00	(18,062.30)	(0.23)
Purchased Transp, Veh Maint	291,246.51	1,172,552.50	1,172,553.00	0.50	0.00
13. Purchased Transportation	2,317,044.46	9,061,764.80	9,043,703.00	(18,061.80)	(0.20)
<u>Casualty & Liability:</u>					
Insurance, Operations	189,884.18	749,748.16	750,121.00	372.84	0.05
Insurance, Admin	2,807.91	11,230.14	11,230.00	(0.14)	0.00
14. Casualty & Liability	192,692.09	760,978.30	761,351.00	372.70	0.05
<u>Leases & Rentals:</u>					
Rentals & Leases, Operations	25,467.75	101,871.00	101,871.00	0.00	0.00
Rentals & Leases, Veh Maint	0.00	0.00	0.00	0.00	0.00
Rentals & Leases, Admin	1,257.63	4,616.00	4,800.00	184.00	3.83
15. Leases & Rentals	26,725.38	106,487.00	106,671.00	184.00	0.17
<u>Other Object Class Expense:</u>					
Dues & Subscriptions, Admin	859.00	54,247.00	55,600.00	1,353.00	2.43
Travel Expense, Admin	332.19	5,744.01	10,000.00	4,255.99	42.56
Clipper/Shopify/mtot fees, Ops	4,721.91	46,104.69	71,100.00	24,995.31	35.16
Fees, Admin	3,823.69	10,667.80	12,500.00	1,832.20	14.66
Other Exp, Over/Short, Admin	0.00	0.00	0.00	0.00	0.00
Marketing & Advertising, Oper	38,644.83	124,254.48	134,300.00	10,045.52	7.48
Marketing & Advertising, Admin	0.00	0.00	0.00	0.00	0.00
Miscellaneous Exp, Operations	0.00	877.38	2,500.00	1,622.62	64.90
Miscellaneous Exp, Veh Maint	0.00	0.00	0.00	0.00	0.00
Misc. Exp, Non-Veh Maint	0.00	111.77	500.00	388.23	77.65
Miscellaneous Exp, Admin	97.60	2,848.95	3,700.00	851.05	23.00
17. Other Object Class Expense	48,479.22	244,856.08	290,200.00	45,343.92	15.63
18. TOTAL Expenses	3,877,536.16	14,631,546.81	14,941,455.00	309,908.19	2.07
REVENUES - OPERATING					
<u>Farebox:</u>					
Passenger Fares, Cash, FR	384,776.74	1,411,893.87	1,300,000.00	(111,893.87)	(8.61)
Passenger Fares, Cash, DAR	5,246.04	20,513.46	0.00	(20,513.46)	0.00

WCCTA - WestCAT
Income Statement - FY25 Final Adujusted Budget--Post Audit
For the Twelve Months Ending June 30, 2025

	Current Qtr Actual	Year to Date	Total Adopted Budget	Budget Balance	% Budget Remaining
Passenger Fares, Coupons, DAR	2,745.00	9,300.00	0.00	(9,300.00)	0.00
21. Farebox	392,767.78	1,441,707.33	1,300,000.00	(141,707.33)	(10.90)
<u>Non-Farebox:</u>					
Advertising Revenues	0.00	32,540.49	32,540.00	(0.49)	0.00
Interest Income	58,950.16	142,336.06	93,328.13	(49,007.93)	(52.51)
Misc. Non-Transp. Revenues	500.00	10,671.87	10,671.87	0.00	0.00
22. Non-Farebox	59,450.16	185,548.42	136,540.00	(49,008.42)	(35.89)
<u>Measure J Operating Funds:</u>					
Measure J Operating Funds, FR	416,352.00	1,665,408.00	1,658,384.90	(7,023.10)	(0.42)
Measure J Operating Funds, DAR	133,185.00	532,741.00	530,609.20	(2,131.80)	(0.40)
23. Measure J Operating Funds	549,537.00	2,198,149.00	2,188,994.10	(9,154.90)	(0.42)
<u>TDA Operating Funds:</u>					
TDA Operating Assistance	809,564.75	3,238,259.00	3,238,259.00	0.00	0.00
TDA 4.5 Oper Assist, DAR	44,740.75	178,963.00	178,963.00	0.00	0.00
25. TDA Operating Funds	854,305.50	3,417,222.00	3,417,222.00	0.00	0.00
<u>STA Operating Funds:</u>					
STA Operating Assistance	252,608.50	1,010,434.00	1,010,434.00	0.00	0.00
STA County Block Grant	706,104.90	2,807,084.40	2,805,879.00	(1,205.40)	(0.04)
26. STA Operating Funds	958,713.40	3,817,518.40	3,816,313.00	(1,205.40)	(0.03)
<u>Bridge Tolls</u>					
RM3 Funds	1,232,349.90	2,502,177.00	2,502,177.00	0.00	0.00
RM2 Funds	244,755.75	979,023.00	979,023.00	0.00	0.00
RM2 Funds (Marketing)	23,060.73	100,000.00	100,000.00	0.00	0.00
27. Bridge Tolls	1,500,166.38	3,581,200.00	3,581,200.00	0.00	0.00
<u>FTA Sec 8 (planning) & Sec 9 (operating):</u>					
FTA 5307 Paratransit Set-Aside	0.00	0.00	0.00	0.00	0.00
28. Federal Operating Funds	0.00	0.00	0.00	0.00	0.00
<u>Other Federal, State, Local Non-Operator Funds:</u>					
Low Carbon Transit Oper Prog	8,370.81	42,892.30	34,521.49	(8,370.81)	(24.25)
29. Other Fed, State, Local Non-	8,370.81	42,892.30	34,521.49	(8,370.81)	(24.25)
<u>Other Operator Funds:</u>					
BART Feeder Bus Oper. Funds	740,019.00	2,960,076.00	2,960,076.00	0.00	0.00
30. Other Operator Funds	740,019.00	2,960,076.00	2,960,076.00	0.00	0.00
TOTAL Revenue	5,063,330.03	17,644,313.45	17,434,866.59	(209,446.86)	(1.20)

WCCTA - WestCAT
Income Statement - FY25 Final Adujusted Budget--Post Audit
For the Twelve Months Ending June 30, 2025

	Current Qtr Actual	Year to Date	Total Adopted Budget	Budget Balance	% Budget Remaining
32. Net Operating Surplus (Defi	1,185,793.87	3,012,766.64	2,493,411.59	(519,355.05)	(20.83)

AGENDA ITEM 1.4

☐ Motor Bus
☐ Rail
☐ Ferryboat
☐ Demand Response
☒ Total All Modes

QUARTERLY FINANCIAL & OPERATING DATA REPORT

Post Audit
 (Article 4 Claimants)

MTC Form 10Q
 Operator: WCCTA
 Quarter Ending: 6/30/2025
 Date: 9/25/2025

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 / RM3 funds
28. FTA sec.8(planning)& sec.9(operating)funds
29. Other Fed.,State,or local, non-operator funds
30. Other Operator Funds
31. TOTAL Revenue(add lines 21 through 30)

Balance

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

OPERATING DATA

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

Current Fiscal Year 2024-2025			
Current Qtr. Actual	Year to Date Actual	Total Adjusted Budget	% of Budget Remaining
2,691,452	10,450,970	10,614,142	2
460,000	1,883,540	2,046,553	8
146,647	531,218	565,330	6
579,436	1,765,819	1,715,430	0
3,877,536	14,631,547	14,941,455	2
289,665	1,191,265	1,271,600	6
240,360	599,443	451,530	0
229,238	643,634	739,000	13
319,998	1,188,658	1,302,900	9
30,108	125,548	140,000	10
147,781	572,410	685,400	16
35,446	136,503	149,100	8
2,317,044	9,061,765	9,043,703	0
192,692	760,978	761,351	0
26,725	106,487	106,671	0
48,479	244,856	290,200	16
3,877,536	14,631,547	14,941,455	2
392,768	1,441,707	1,300,000	0
59,450	185,548	136,540	0
549,537	2,198,149	2,188,994	0
854,306	3,417,222	3,417,222	0
958,713	3,817,518	3,816,313	0
1,500,166	3,581,200	3,581,200	0
0	0	0	0
8,371	42,892	34,521	0
740,019	2,960,076	2,960,076	0
5,063,330	17,644,313	17,434,867	0
1,185,794	3,012,767	2,493,412	
182,947	668,485	607,000	0
190,855	707,968	681,700	0
355,575	1,409,017	1,500,400	6
20,896	81,366	83,400	2
10.1%	9.9%	8.7%	

* 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 ☒



**WESTERN CONTRA COSTA
TRANSIT AUTHORITY
FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2025**

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**WESTERN CONTRA COSTA TRANSIT AUTHORITY
FOR THE YEAR ENDED JUNE 30, 2025**

TABLE OF CONTENTS

FINANCIAL SECTION:

Independent Auditor's Report	1
Management's Discussion and Analysis	5
Financial Statements:	
Statement of Net Position.....	11
Statement of Revenues, Expenses and Changes in Net Position.....	12
Statement of Cash Flows.....	13
Notes to Financial Statements.....	15

REQUIRED SUPPLEMENTARY INFORMATION:

Schedule of the Plan's Proportionate Share of the Net Pension Liability and Related Ratios as of the Measurement Date.....	28
Cost-Sharing Multiple Employer Defined Pension Plan – Schedule of Contributions	28

SUPPLEMENTARY INFORMATION:

Schedule of Refundable to Metropolitan Transportation Commission.....	30
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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Western Contra Costa Transit Authority
Pinole, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the business-type activities of the Western Contra Costa Transit Authority (Authority), California, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the Table of Contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of the Authority as of June 30, 2025, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirement relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

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

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The accompanying Supplementary Information, as listed in the Table of Contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 18, 2025, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.



Pleasant Hill, California
September 18, 2025

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**WESTERN CONTRA COSTA TRANSIT AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended June 30, 2025**

INTRODUCTION

The purpose of Management's Discussion and Analysis (MD&A) is to provide an objective and easily understandable analysis of the Western Contra Costa Transit Authority's (Authority's) financial activities and financial status based on currently known facts, conditions, or decisions as of June 30, 2025.

FINANCIAL STATEMENTS

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

The basic financial information regarding the Authority's performance, financial position, and financial status for fiscal years 2025 and 2024 is presented in tabular form in the following two sections. The "Financial Position" table summarizes the major categories of the Authority's assets, liabilities, and total net position for fiscal years 2025 and 2024. The "Financial Operations" table presents a more detailed breakdown of operating and non-operating revenues and expenses.

FINANCIAL POSITION SUMMARY

Total net position may serve as a useful indicator of the Authority's financial position over time. The Authority's assets exceeded liabilities by about \$17,245,325 at June 30, 2025, an increase of \$4,736,190 from June 30, 2024.

A condensed summary of the Authority's statement of net position on June 30, 2025, and 2024 is shown below:

Summary of Net Position

	<u>June 30, 2025</u>	<u>June 30, 2024</u>
ASSETS:		
Current Assets	\$ 11,593,745	\$ 9,044,444
Capital Assets (Net of Accumulated Depreciation)	<u>17,682,291</u>	<u>12,946,099</u>
Total Assets	<u>29,276,036</u>	<u>21,990,543</u>
Deferred Outflows of Resources:		
Pension Related	<u>448,482</u>	<u>577,661</u>
LIABILITIES:		
Current Liabilities	11,336,331	8,690,399
Deferred Capital Funds	49,637	266,922
Net Pension Liability	<u>1,047,987</u>	<u>1,047,592</u>
Total Liabilities	<u>12,433,955</u>	<u>10,004,913</u>
Deferred Inflows of Resources:		
Pension Related	<u>45,238</u>	<u>54,156</u>
NET POSITION:		
Net Investment in Capital Assets	17,682,291	12,946,099
Unrestricted	<u>(436,966)</u>	<u>(436,964)</u>
Total Net Position	<u>\$17,245,325</u>	<u>\$12,509,135</u>

The most significant portion of the Authority's net position represents its investment in capital assets (e.g., land, buses, buildings, improvements, and equipment). The Authority uses these capital assets to provide services to its passengers and employees; consequently, these assets are not available for future spending. Since funding for capital acquisition comes primarily from Federal Transit Administration (FTA) sources outside of the Authority's operating budget, the Authority's change in net position value will typically increase dramatically in years new or replacement vehicles are acquired and decline at a relatively steady rate in years the Authority acquires no capital. Capital assets, net of accumulated depreciation, increased by about \$4,736,192 during the year ended June 30, 2025, because capital assets purchased were greater than the depreciation expense of \$2,673,877. Capital assets purchased increased from \$324,696 in 2024 to \$ 7,410,069 in 2025.

The net pension liability of \$1,047,987 is recognized on June 30, 2025, along with the related deferred outflows and inflows of resources, per GASB Statement No. 68, Accounting and Financial Reporting for Pensions. The unrestricted net position of (\$436,966) represents the unfunded pension liability as of June 30, 2025.

FINANCIAL OPERATIONS SUMMARY

A condensed summary of the Authority's revenues, expenses, and changes in net position for the years ended June 30, 2025, and 2024 is shown below:

Summary of Revenues, Expenses, and Changes in Net Position

	<u>FY 2025</u>	<u>FY 2024</u>
Operating Revenues	<u>\$ 1,474,247</u>	<u>\$ 1,352,020</u>
Operating Expenses:		
Operations	10,450,969	10,754,846
General and Administrative	1,765,818	1,483,025
Maintenance – Vehicles	1,883,540	1,997,657
Maintenance – Other	531,218	480,926
Depreciation	<u>2,673,877</u>	<u>2,259,997</u>
Total Operating Expenses	<u>17,305,422</u>	<u>16,976,451</u>
Non-Operating Revenues (Expenses):		
Interest Income	142,336	88,838
Other Non-Operating Revenue	10,672	35,548
Operating Assistance from Governmental Agencies	<u>13,004,288</u>	<u>13,240,048</u>
Total Non-Operating Revenues	<u>13,157,296</u>	<u>13,364,434</u>
Capital Contributions	7,410,069	372,519
Change in Net Position	4,736,190	(1,887,478)
Total Net Position - Beginning	<u>12,509,135</u>	<u>14,396,613</u>
Total Net Position - Ending	<u>\$17,245,325</u>	<u>\$12,509,135</u>

Due to increased farebox receipts, operating revenues grew by approximately \$122,227 for the year ending June 30, 2025. Total operating expenses, excluding depreciation, decreased by \$84,909. The decline reflects an overall reduction in operating and maintenance costs for fuel and lubricants, tires and tubes, and fees (operations), outside services, and other materials and supplies (vehicle maintenance).

The growth in general and administrative expenses is partly due to the addition of two staff members in FY25: an Accounting Technician in July 2024 and a Grants and Compliance Manager in January 2025. The Authority created the Accounting Technician position in FY25, and the new Grants and Compliance Manager was hired to replace the retiring staff member who previously held the position. The retiring staff member overlapped the incoming Grants and Compliance Manager by one pay period in January 2025 to allow time for orientation and training. Fringe benefit costs increased by about \$62,086 due to annual cost adjustments and adding new staff members. Outside services (admin) increased by about \$94,322 due to additional outside consultation fees (e.g., environmental, WestCAT Evolution, lobbyist, legal).

The rise in maintenance (other) costs is mainly caused by ongoing upgrades and upkeep of an aging facility and equipment, which is part of the ongoing facility maintenance and modernization project that started in FY23.

Capital contributions available to the Authority increased by approximately \$7,037,550 in fiscal year 2025. This rise is primarily due to this year's larger capital program, especially purchasing sixteen (16) replacement vehicles for the Dial-A-Ride and Fixed Route modes.

CAPITAL ACQUISITIONS

During FY25, the Authority purchased six (6) 2024 Gillig 35 ft. low-floor transit buses with GFI fareboxes (\$4,556,277) using a combination of available capital funds (FTA 5307, TDA, and STA SGR), including (\$23,512) in TDA capital funds for radios, bike racks, and final inspection of the new buses. The Authority also purchased Ten (10) ARBOC Dial-A-Ride vehicles (\$2,522,457) using a combination of available capital funds (FTA 5307, TDA, STA SGR, and AB 664).

The Authority continued its multi-year facility maintenance and modernization project that began in FY23. FY25 marked the third year of this ongoing effort. Maintenance (other) costs increased mainly due to ongoing upgrades and the upkeep of an aging facility and equipment related to this project. This multi-year initiative included upgrades to offices, furniture, and equipment throughout the building, improvements to the IT/server room, and installing a new HVAC system. It also involved exterior repairs and upgrades, such as removing a large, hazardous tree directly in front of the administrative office entrance and redoing the bus wash plumbing due to a leak beneath its foundation (\$195,616).

The Authority also purchased new maintenance equipment for vehicle work (\$54,417), replacing outdated, non-functioning tools and adding new ones to improve in-house repairs, which reduced outside service expenses.

Additionally, the Authority acquired new communications and information technology systems equipment and implemented a new financial platform (\$57,790), all funded with prior-year TDA capital funds.

CURRENT FACTORS

While all revenue sources available to the Authority are subject to year-to-year fluctuations in response to regional, state, and national economic changes, the Authority has no control and little ability to predict such fluctuations. Several other factors, however, are also largely outside the Authority's control and may dramatically affect the Authority's long-term financial condition. All current funding programs that the Authority receives, both for operational and capital needs, can be impacted by external forces

The Authority faces a state mandate to transition to more expensive zero-emission vehicles. The Federal government has historically covered 80% of the replacement cost of the vehicles while stipulating that the remaining 20% match must be funded from local sources. In the wake of the unprecedented levels of Federal financial assistance authorized during the pandemic, it is unclear whether Congress can maintain transit capital support at historic levels.

The Authority was the recipient of an FTA Low-No grant, which will help comply with the mandate, as the grant will fund necessary capital infrastructure improvements needed to operate zero-emission vehicles safely. The local funding for this project (Regional Measure 3) was recently approved by the Metropolitan Transportation Commission.

The Authority has undertaken a Comprehensive Operations Analysis to look into the most effective and efficient way to deploy transit throughout the Authority's service area and the larger region that we serve. It is clear that transit's traditional roles and priorities will have to evolve to respond to changes in travel patterns within the region.

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WESTERN CONTRA COSTA TRANSIT AUTHORITY
STATEMENT OF NET POSITION
June 30, 2025

ASSETS

Current Assets:

Cash	\$5,551,662
Accounts Receivable	278,126
Grants Receivable	5,605,226
Prepaid Expenses	158,731
Total Current Assets	<u>11,593,745</u>

Non-Current Assets:

Capital Assets, depreciable (Net of Accumulated Depreciation)	<u>17,682,291</u>
Total Non-Current Assets	<u>17,682,291</u>

Total Assets

29,276,036

Deferred Outflows of Resources:

Pension related	<u>448,482</u>
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LIABILITIES

Current Liabilities:

Accounts Payable and Accrued Liabilities	388,223
Deferred Operating Funds	1,552,469
Payable to Metropolitan Transportation Commission	9,395,639
Total Current Liabilities	<u>11,336,331</u>

Non-Current Liabilities:

Deferred Capital Funds	49,637
Net Pension Liability	1,047,987
Total Non-Current Liabilities	<u>1,097,624</u>

Total Liabilities

12,433,955

Deferred Inflows of Resources:

Pension related	<u>45,238</u>
-----------------	---------------

NET POSITION

Net Investment in Capital Assets	17,682,291
Unrestricted	<u>(436,966)</u>

Total Net Position

\$17,245,325

See accompanying notes to financial statements.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
For the Year Ended June 30, 2025

OPERATING REVENUES

Passenger Fares	\$1,441,707
Advertising Revenues	32,540
Total Operating Revenues	<u>1,474,247</u>

OPERATING EXPENSES

Operations	10,450,969
General and Administrative	1,765,818
Maintenance - Vehicles	1,883,540
Maintenance - Non Vehicles	394,816
Maintenance - Other	136,402
Depreciation	2,673,877
Total Operating Expenses	<u>17,305,422</u>

Operating Loss	(15,831,175)
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NON-OPERATING REVENUES (EXPENSES)

Interest Revenue	142,336
Other Non-Operating Revenues	10,672
Operating Assistance:	
Bay Area Rapid Transit District	2,960,076
Transportation Development Act	404,453
State Transit Assistance	3,817,518
Low Carbon Transit Operations Program	42,892
Regional Measure 2	1,079,023
Regional Measure 3	2,502,177
Measure J	2,198,149
Net Non-Operating Revenues	<u>13,157,296</u>

Loss Before Capital Contributions	(2,673,879)
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CAPITAL CONTRIBUTIONS	<u>7,410,069</u>
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Change in Net Position	4,736,190
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Net Position, July 1, 2024	<u>12,509,135</u>
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Net Position, June 30, 2025	<u><u>\$17,245,325</u></u>
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See accompanying notes to financial statements.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
STATEMENT OF CASH FLOWS
For the Year Ended June 30, 2025

CASH FLOWS FROM OPERATING ACTIVITIES

Receipts from passengers	\$1,504,634
Payments to employees for services	(1,645,162)
Payments to suppliers for goods and services	(12,078,082)
Receipts from advertisers	32,540
Cash Used by Operating Activities	<u>(12,186,070)</u>

CASH FLOWS FROM INVESTING ACTIVITIES

Interest received	<u>142,336</u>
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CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES

Operating assistance received	<u>13,004,288</u>
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CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES

Purchase of capital assets	(7,410,069)
Sale of assets and other non-operating	10,672
Capital grants received	7,410,069
Cash Received (Used) by Capital and Related Financing Activities	<u>10,672</u>

Increase (decrease) in cash	971,226
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Cash, July 1, 2024	<u>4,580,436</u>
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Cash, June 30, 2025	<u><u>\$5,551,662</u></u>
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**RECONCILIATION OF OPERATING LOSS TO NET CASH
PROVIDED BY OPERATING ACTIVITIES:**

Operating loss	(\$15,831,175)
Depreciation	2,673,877
Increase (decrease) in accounts receivable	62,927
Increase (decrease) in grants receivable	(2,116,631)
Increase (decrease) in prepaid expenses	475,629
Increase (decrease) in deferred outflows of resources - pensions	129,179
Decrease (increase) in accounts payable and accrued liabilities	2,332,197
Decrease (increase) in deferred operating funds	96,450
Decrease (increase) in net pension liabilities	395
Decrease (increase) in deferred inflows of resources - pensions	(8,918)
Net cash provided (used) by operating activities	<u><u>(\$12,186,070)</u></u>

See accompanying notes to financial statements.

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WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 1 – ORGANIZATION

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

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

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

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

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

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

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

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

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash Equivalents

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

Accumulated Vacation and Sick Leave

By Authority policy, employees can carry up to twenty days of vacation benefits. The Authority has accrued \$69,466 for this liability at June 30, 2025.

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

Operating Assistance

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

Net Position

Net Position is reported in the following categories:

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

Use of Estimates

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

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position or fund balance that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position or fund balance that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Fair Value Measurements

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Authority categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs – other than quoted prices included within Level 1 – that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

Lease and Subscription-Based Information Technology Arrangements (SBITA) Accounting

A lease or SBITA is defined as a contract that conveys control of the right to use another entity's nonfinancial assets (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land vehicles, equipment and software. The Authority's policy is to evaluate leases and SBITAs annually. Any material lease or SBITA, defined as having a net present value greater than one percent (1.0%) of the five-year average of annual total assets, shall be reported in accordance with GASB Statement No. 87 (GASB 87) and GASB Statement No. 96 (GASB 96) as appropriate. As of June 30, 2025 the Authority did not have any leases or SBITAs meeting this threshold.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 3 – CASH AND INVESTMENTS

Cash and investments at June 30, 2025 consisted of the following:

Cash in bank and on hand	\$929,792
Cash with Local Agency Investment Fund (LAIF)	<u>4,621,870</u>
Total Cash and Investment	<u><u>\$5,551,662</u></u>

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

The Authority is a voluntary participant in LAIF that is regulated by the California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The fair value of the Town's investment in this pool as reported in the accompanying financial statements is based upon the Entity's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio).

The balance is available for withdrawal on demand, and is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Included in LAIF's investment portfolio are U.S. Treasuries, Federal Agency obligations, time deposits, negotiable certificates of deposits, commercial paper, corporate bonds, and security loans. At June 30, 2025, the average life on investment funds invested by LAIF was 248 days.

NOTE 4 – CAPITAL ASSETS

Capital assets of the Authority consist of transit facilities, transportation equipment and other equipment. Capital assets are recorded at historical cost and depreciated over their estimated useful lives. The Authority's policy is to capitalize all assets when acquired with capital contributions.

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

The Authority has assigned the useful lives as follows:

	Useful life
Building and Improvements	5 - 31.5 Years
Transit Vehicles	5 - 16 Years
Shop, office and other equipment	3 - 10 years

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 4 – CAPITAL ASSETS (Continued)

Capital asset activity for the year ended June 30, 2025, were as follows:

	Balance June 30, 2024	Additions / Adjustments	Retirements	Balance June 30, 2025
Facilities	\$9,839,808	\$192,104	(\$1,417)	\$10,030,495
Transportation Equipment	25,575,440	7,102,247		32,677,687
Other Equipment	599,850	115,718	(48,328)	667,240
Total Capital Assets	36,015,098	7,410,069	(49,745)	43,375,422
Less Accumulated Depreciation	(23,068,999)	(2,673,877)	49,745	(25,693,131)
Capital assets, net	\$12,946,099	\$4,736,192		\$17,682,291

NOTE 5 – OPERATING AND CAPITAL ASSISTANCE

Bay Area Rapid Transit District – Operating funds from BART consist of \$2,550,354 in State Transit Assistance (STA) funds and \$409,722 in Transportation Development Act funds.

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

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

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 5 – OPERATING AND CAPITAL ASSISTANCE(Continued)

State Transit Assistance- State of Good Repair Program Funds– STA-State of Good Repair (SGR) Program Senate Bill (SB) 1 established the State of Good Repair (SGR) Program. The funds from the SGR Program follow the same state-wide distribution policies as the regular STA program, with a Revenue-Based and Population-Based program. The Authority used \$315,432 of its available STA-SGR capital funds toward the purchase of six (6) 2024 Gillig 35-ft low -floor transit buses and ten (10) 2024 Modell -ARBOC-Mobility 26 paratransit vehicles in fiscal year ended June 30, 2025.

Project Name	Grant Amount	Interest Earned		Expended in Fiscal		Unearned Revenue
		Prior Years	2024-25	Prior Years	2024-25	
SGR Programs						
FY 22 Local Match Vehicle Purchase	\$82,512	\$5,429	\$350	\$5,779	\$82,512	
FY 23 Local Match Vehicle Purchase	85,510	3,956	320	4,276	85,510	
FY 24 Local Match Vehicle Purchase	92,221	811	948	1,539	92,221	\$220
FY 25 Local Match Vehicle Purchase	91,366		645		42,594	49,417
Total State of Good Repair	<u>\$351,609</u>	<u>\$10,196</u>	<u>\$2,263</u>	<u>\$11,594</u>	<u>\$302,837</u>	<u>49,637</u>
Total Unearned Revenues						<u>\$49,637</u>

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

Regional Measure 3 – Regional Measure 2 (RM2) raised the toll on the seven State-owned toll bridges in the San Francisco Bay Area by \$1.00. This extra dollar is to fund various transportation projects within the region that have been determined to reduce congestion or to make improvements to travel in the toll bridge corridors, as identified in Regional Measure 3 Expenditure Plan.

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

Federal Transit Administration – The Authority used prior year 5307 capital assistance toward the purchase of six (6) 2024 Gillig 35-ft low -floor transit buses w/GFI fareboxes (FTA 5307 \$2,830,854) and ten (10) 2024 Modell -ARBOC-Mobility 26 paratransit vehicles (FTA 5307 \$912,000) during the fiscal year ended June 30, 2025.

Low Carbon Transit Operations Program – The Authority used \$12,405 of its available LCTOP operating funds for the October and December 2024 free fare program during the fiscal year ended June 30, 2025.

AB 664 – The Authority used \$142,108 of its available AB664 capital assistance toward the purchase of ten (10) 2024 Modell -ARBOC-Mobility 26 paratransit vehicles during the fiscal year ended June 30, 2025.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 6 – PAYABLE TO METROPOLITAN TRANSPORTATION COMMISSION

TDA regulations require the Authority to return excess operating revenues over operating costs, as defined in section 6634 of the California Code of Regulations, to MTC. Due to uncertainties surrounding the revenue available to fund ongoing operating costs through the Authority's traditional funding sources, the Authority maintains a rolling three-year period in which it returns any unused portions of the TDA Articles 4 and 4.5 funds (two subsections: 99260(a) and 99275) of the California Public Utilities Code it received. According to the underlying TDA allocation instructions issued by the Metropolitan Transportation Commission (MTC), eligible costs must be incurred on or before June 30 of the fiscal year for which funds are allocated. Unused portions must be returned to the County's Local Transportation Fund (LTF). As of June 30, 2025, the Authority returned \$1,101,691 to the County's LTF comprising of FY21 funds.

A summary of the portion to be returned to the County's LTF as of the fiscal year ended June 30 follows:

June 30, 2022	\$2,678,100
June 30, 2023	3,653,045
June 30, 2024	51,727
June 30, 2025	<u>3,012,767</u>
Total	<u>\$9,395,639</u>

Such refundable is reported as a reduction of TDA revenues.

NOTE 7 – INSURANCE/JOINT POWERS AGREEMENT

The Authority secures vehicular, property damage, Employment Risk Management Authority and general liability coverage of up to \$100,000 per incident through its bus operations contractor. Coverage above this amount up to \$25 million per incident is secured through the Authority's participation in the California Transit Insurance Pool (CalTIP), a Joint Powers Authority. Losses over \$25 million per incident are uninsured. CalTIP was formed May 1987 to provide to its members comprehensive and economical insurance for public liability, property and other risks. CalTIP is governed by a board consisting of a representative from each of the 35 member agencies. CalTIP is independent of influence by the member agencies beyond the representation on the governing board. There has been no reduction in the Authority's insurance coverage from the prior year, and no settlement amounts have exceeded insurance coverage for the last three years.

The Authority pays a premium commensurate with the level of coverage requested. Member agencies share surpluses and deficits proportionately to their participation in the CalTIP. During the year ended June 30, 2025, the Authority paid \$533,118 to CalTIP.

Financial information of CalTIP as of and for the year ended April 30, 2024 (the most recent available) was as follows:

Total Assets	\$ 49,341,913
Total Liabilities	\$ 22,116,818
Net Position	\$ 27,225,095
Total Revenues	\$ 17,213,795
Total Expenses	\$ 18,206,557

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 8 – PENSION PLAN

A. General Information about the Pension Plan

Plan Description

All qualified permanent and probationary employees are eligible to participate in the Authority's separate Miscellaneous Employee Pension Plans, cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and Authority's resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided

Benefits Provided - CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plan provisions and benefits in effect at June 30, 2025, are summarized as follows:

	Miscellaneous	
	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	2% at 55	2% at 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50-55	52-67
Monthly benefits, as a % of eligible compensation	1.426% - 2.418%	1.000% - 2.50%
Required employee contribution rates	7.00%	7.75%
Required employer contribution rates	11.88%	7.87%
Required UAL Contribution	\$73,700	\$0

Contributions – Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Authority is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 8 – PENSION PLAN (Continued)

For the year ended June 30, 2025, the contributions recognized as part of pension expense for the Plan were as follows:

	<u>Miscellaneous</u>
Contributions - employer	\$182,380

B. Pension Liabilities, Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2025, the Authority reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	<u>Proportionate Share of Net Pension Liability</u>
Miscellaneous	\$1,047,987

The Authority's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plans is measured as of June 30, 2024, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2023 rolled forward to June 30, 2024 using standard update procedures. The Authority's proportion of the net pension liability was based on a projection of the Authority's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The Authority's proportionate share of the net pension liability for the Plan as of June 30, 2023 and 2024 was as follows:

	<u>Miscellaneous</u>
Proportion - June 30, 2023	0.0084%
Proportion - June 30, 2024	0.0217%
Change - Increase (Decrease)	0.0133%

For the year ended June 30, 2025, the Authority recognized pension expense of \$120,656. At June 30, 2025, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions subsequent to measurement date	\$182,380	
Differences between expected and actual experience	90,608	(\$3,535)
Changes of assumptions	26,935	
Change in proportion and differences between employer contributions and proportionate share of contributions	88,228	(41,703)
Net difference between projected and actual earnings on pension plan investments	60,331	
Total	<u>\$448,482</u>	<u>(\$45,238)</u>

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 8 – PENSION PLAN (Continued)

\$182,380 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	Annual Amortization
2026	\$97,175
2027	140,945
2028	3,419
2029	(20,675)
Total	<u>\$220,864</u>

Actuarial Assumptions – For the measurement period ending June 30, 2024, the total pension liability was determined by rolling forward the June 30, 2023 total pension liability. The June 30, 2023 total pension liability was based on the following actuarial methods and assumptions.

	Miscellaneous
Valuation Date	June 30, 2023
Measurement Date	June 30, 2024
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Projected Salary Increases	Varies by entry age and service (1)
Investment Rate of Return	6.90% (2)
Mortality Rate Table	Derived using CalPERS' membership data for all funds (3)
Post Retirement Benefit Increase	The lesser of contract COLA or 2.30% until Purchasing Power Protection Allowance floor on purchasing power applies, 2.30% thereafter

(1) Depending on age, service, and type of employment.

(2) Net of pension plan investment expenses, including inflation.

(3) The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. Mortality rates incorporate full generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the 2021 experience study report from November 2021 that can be found on the CalPERS website.

Discount Rate – The discount rate used to measure the total pension liability for each Plan was 6.90%. The projection of cash flows used to determine the discount rate for each Plan assumed that contributions from all plan members in the Public Employees Retirement Fund (PERF) will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability for each Plan.

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 8 – PENSION PLAN (Continued)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations. Using historical and forecasted information for all the funds' asset classes, expected compound (geometric) returns were calculated over the next 20 years using a building-block approach. The expected rate of return was then adjusted to account for the assumed administrative expenses of 10 basis points.

The expected real rates of return by asset class are as follows:

Asset Class (a)	New Strategic Allocation	Real Return (a), (b)
Global Equity - Cap-weighted	30.0%	4.54%
Global Equity - Non-Cap-weighted	12.0%	3.84%
Private Equity	13.0%	7.28%
Treasury	5.0%	0.27%
Mortgage-backed Securities	5.0%	0.50%
Investment Grade Corporates	10.0%	1.56%
High Yield	5.0%	2.27%
Emerging Market Debt	5.0%	2.48%
Private Debt	5.0%	3.57%
Real Estate	15.0%	3.21%
Leverage	-5.0%	-0.59%
Total	100%	

(a) An expected inflation of 2.30% used for this period.

(b) Figures are based on the 2021 Asset Liability Management study.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

– The following presents the Authority's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the Authority's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	Miscellaneous
1% Decrease	5.90%
Net Pension Liability	\$1,798,525
Current Discount Rate	6.90%
Net Pension Liability	\$1,047,987
1% Increase	7.90%
Net Pension Liability	\$430,185

WESTERN CONTRA COSTA TRANSIT AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 8 – PENSION PLAN (Continued)

Pension Plan Fiduciary Net Position – Detailed information about each pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE 9 – DEFERRED COMPENSATION PLAN

For employees hired before May 1, 2007 the Authority contributes 1% of all employees’ salaries to International City Managers Association (ICMA), now MissionSquare Retirement, a defined contribution benefit system that administers deferred compensation plans for participating public entities within the State of California. For new hires, the Authority contributes 7% of their salaries to MissionSquare Retirement for the first 1,000 hours of employment, after which, the employees are enrolled in CalPERS. The Plan’s trust administrator is Mission Square Retirement, P.O. Box 96220, Washington, DC 20090-6220. There were three new employees hired during the fiscal year 2025.

All full time and regular part time Authority employees are eligible to participate in MissionSquare Retirement. Employees are allowed to defer a percentage of their salary into the plan. Employees determine how their account balance is invested within a certain array of investment options. Benefits vest immediately. Upon retirement, the employees can select from various payout options. During the fiscal year 2025, the Authority contributed \$8,498 to the plan.

NOTE 10 – CONCENTRATIONS

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

NOTE 11 – CONTINGENCIES

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

REQUIRED SUPPLEMENTARY INFORMATION

WESTERN CONTRA COSTA TRANSIT AUTHORITY
Cost-Sharing Multiple-Employer Defined Pension Plan
Last 10 Years
SCHEDULE OF THE PLAN'S PROPORTIONATE SHARE OF THE
NET PENSION LIABILITY AND RELATED RATIOS AS OF
THE MEASUREMENT DATE

Measurement Date	6/30/2015	6/30/2016	6/30/2017	6/30/2018	6/30/2019	6/30/2020	6/30/2021	6/30/2022	6/30/2023	6/30/2024
Plan's proportion of the Net Pension Liability (Asset)	0.0295%	0.0151%	0.0136%	0.0138%	0.0151%	0.0164%	0.0116%	0.0077%	0.0084%	0.0217%
Plan's proportion share of the Net Pension Liability (Asset)	\$808,383	\$523,652	\$537,394	\$521,412	\$605,112	\$690,555	\$219,322	\$894,101	\$1,047,592	\$1,047,987
Plan's Covered Payroll	\$647,939	\$690,283	\$863,582	\$891,011	\$914,786	\$1,043,790	\$955,240	\$956,046	\$743,217	\$869,512
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered Payroll	124.76%	75.86%	62.23%	58.52%	66.15%	66.16%	22.96%	120.30%	140.95%	120.53%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	66.19%	80.31%	81.75%	83.50%	82.57%	82.03%	94.81%	80.46%	79.74%	78.08%

Change in assumption - In 2022, the accounting discount rate decreased from 7.15% to 6.90%.

Cost-Sharing Multiple Employer Defined Pension Plan
Last 10 Years
SCHEDULE OF CONTRIBUTIONS

Fiscal Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Actuarially determined contribution	\$178,760	\$158,462	\$81,063	\$89,072	\$102,498	\$127,032	\$152,322	\$136,899	\$147,831	\$182,380
Contributions in relation to the actuarially determined contributions	(178,760)	(506,339)	(81,063)	(\$89,072)	(\$102,498)	(\$127,032)	(\$152,322)	(\$136,899)	(\$147,831)	(\$182,380)
Contribution deficiency (excess)	\$0	(\$347,877)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Covered payroll	\$690,283	\$863,582	\$891,011	\$914,786	\$1,043,790	\$955,240	\$956,046	\$743,217	\$869,512	\$1,003,654
Contributions as a percentage of covered payroll	25.90%	18.35%	9.10%	9.74%	9.82%	13.30%	15.93%	18.42%	17.00%	18.17%

SUPPLEMENTARY INFORMATION

WESTERN CONTRA COSTA TRANSIT AUTHORITY
SCHEDULE OF REFUNDABLE TO METROPOLITAN TRANSPORTATION COMMISSION
Year Ended June 30, 2025

OPERATING REVENUES

Passenger Fares	\$1,441,707
Advertising Revenue	32,540
Total Operating Revenues	<u>1,474,247</u>

OPERATING EXPENSES

Operations	10,450,969
General and Administrative	1,765,818
Maintenance – Vehicles	1,883,540
Maintenance - Non Vehicles	394,816
Maintenance – Other	136,402
Total Operating Expenses	<u>14,631,545</u>

Operating Loss	<u>(13,157,298)</u>
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NON-OPERATING REVENUES

Interest Income	142,336
Other Non-Operating Revenues	10,672
Operating Assistance and Grants From Governmental Agencies:	
Bay Area Rapid Transit District	2,960,076
Transportation Development Act	3,417,222
State Transit Assistance	3,817,518
Low Carbon Transit Operations Program	42,892
Regional Measure 2	1,079,023
Regional Measure 3	2,502,177
Measure J	2,198,149
Total Non-Operating Revenues	<u>16,170,065</u>

Refundable to Metropolitan Transportation Commission for June 30, 2025 (see Note 6)	<u>\$3,012,767</u>
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**WESTERN CONTRA COSTA TRANSIT AUTHORITY
MEMORANDUM ON INTERNAL CONTROL
AND
REQUIRED COMMUNICATIONS
FOR THE YEAR ENDED JUNE 30, 2025**

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**WESTERN CONTRA COSTA TRANSIT AUTHORITY
MEMORANDUM ON INTERNAL CONTROL
AND
REQUIRED COMMUNICATIONS**

For The Year Ended June 30, 2025

Table of Contents

	<u>Page</u>
<i>Memorandum on Internal Control</i>	1
Schedule of Significant Deficiency.....	3
Schedule of Other Matters	5
<i>Required Communications</i>	7
Significant Audit Matters:	
Qualitative Aspects of Accounting Practices.....	7
Difficulties Encountered in Performing the Audit.....	8
Corrected and Uncorrected Misstatements.....	8
Disagreements with Management.....	8
Management Representations	8
Management Consultations with Other Independent Accountants	8
Other Audit Findings or Issues	9
Other Matters	9

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MEMORANDUM ON INTERNAL CONTROL

To the Board of Directors
Western Contra Costa Transit Authority
Pinole, California

In planning and performing our audit of the basic financial statements of the Western Contra Costa Transit Authority (Authority) as of and for the year ended June 30, 2025, in accordance with auditing standards generally accepted in the United States of America, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies in internal control included on the Schedule of Significant Deficiencies to be significant deficiencies.

Included in the Schedule of Other Matters are recommendations not meeting the above definitions that we believe are opportunities for strengthening internal controls and operating efficiency.

This communication is intended solely for the information and use of management, Board of Directors, others within the organization, and agencies and pass-through entities requiring compliance with *Government Auditing Standards*, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads 'Maze & Associates'.

Pleasant Hill, California
September 18, 2025

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**WESTERN CONTRA COSTA TRANSIT AUTHORITY
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF SIGNIFICANT DEFICIENCY

2024-001 Timely and Accurate Year-End Close

Condition - During the audit, it was brought to our attention by Authority management that a department head had used an Authority issued credit card to make unauthorized purchases of vehicle parts. These transactions occurred between April 2024 and August 2025. The individual provided credit card statements and supporting invoices to the Finance department; however, due to the technical nature of the purchases, Finance staff were unable to discern that the parts were not intended for Authority owned vehicles.

Criteria - As per the Authority's internal financial policies and procedures, credit cards issued by the Authority are to be used exclusively for business related expenses. Personal use of Authority funds or property is prohibited.

Cause - The unauthorized purchases were not detected during routine expense reviews due to a lack of technical knowledge within the Finance department to identify whether vehicle parts purchased were applicable to the Authority's fleet.

Potential Effect - Undetected personal use of Authority funds exposes the Authority to financial loss and the risk of noncompliance.

Recommendation - We recommend that the Authority implement a more robust review process for departmental credit card expenditures, particularly those involving technical or specialized items.

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**WESTERN CONTRA COSTA TRANSIT AUTHORITY
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

NEW GASB PRONOUNCEMENTS OR PRONOUNCEMENTS NOT YET EFFECTIVE

The following comment represents new pronouncements taking affect in the next few years. We cite them here to keep you informed of developments:

EFFECTIVE FISCAL YEAR 2025/26:

GASB 103 – *Financial Reporting Model Improvements*

The objective of this Statement is to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government's accountability. This Statement also addresses certain application issues.

Management's Discussion and Analysis - This Statement continues the requirement that the basic financial statements be preceded by management's discussion and analysis (MD&A), which is presented as required supplementary information (RSI). MD&A provides an objective and easily readable analysis of the government's financial activities based on currently known facts, decisions, or conditions and presents comparisons between the current year and the prior year. This Statement requires that the information presented in MD&A be limited to the related topics discussed in five sections: (1) Overview of the Financial Statements, (2) Financial Summary, (3) Detailed Analyses, (4) Significant Capital Asset and Long-Term Financing Activity, and (5) Currently Known Facts, Decisions, or Conditions. Furthermore, this Statement stresses that the detailed analyses should explain why balances and results of operations changed rather than simply presenting the amounts or percentages by which they changed. This Statement emphasizes that the analysis provided in MD&A should avoid unnecessary duplication by not repeating explanations that may be relevant to multiple sections and that "boilerplate" discussions should be avoided by presenting only the most relevant information, focused on the primary government. In addition, this Statement continues the requirement that information included in MD&A distinguish between that of the primary government and its discretely presented component units.

Unusual or Infrequent Items - This Statement describes unusual or infrequent items as transactions and other events that are either unusual in nature or infrequent in occurrence. Furthermore, governments are required to display the inflows and outflows related to each unusual or infrequent item separately as the last presented flow(s) of resources prior to the net change in resource flows in the government-wide, governmental fund, and proprietary fund statements of resource flows.

Presentation of the Proprietary Fund Statement of Revenues, Expenses, and Changes in Fund Net Position - This Statement requires that the proprietary fund statement of revenues, expenses, and changes in fund net position continue to distinguish between operating and nonoperating revenues and expenses. Operating revenues and expenses are defined as revenues and expenses other than nonoperating revenues and expenses. Nonoperating revenues and expenses are defined as (1) subsidies received and provided, (2) contributions to permanent and term endowments, (3) revenues and expenses related to financing, (4) resources from the disposal of capital assets and inventory, and (5) investment income and expenses.

**WESTERN CONTRA COSTA TRANSIT AUTHORITY
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

GASB 103 – Financial Reporting Model Improvements (Continued)

In addition to the subtotals currently required in a proprietary fund statement of revenues, expenses, and changes in fund net position, this Statement requires that a subtotal for operating income (loss) and noncapital subsidies be presented before reporting other nonoperating revenues and expenses. Subsidies are defined as (1) resources received from another party or fund (a) for which the proprietary fund does not provide goods and services to the other party or fund and (b) that directly or indirectly keep the proprietary fund's current or future fees and charges lower than they would be otherwise, (2) resources provided to another party or fund (a) for which the other party or fund does not provide goods and services to the proprietary fund and (b) that are recoverable through the proprietary fund's current or future pricing policies, and (3) all other transfers.

Major Component Unit Information - This Statement requires governments to present each major component unit separately in the reporting entity's statement of net position and statement of activities if it does not reduce the readability of the statements. If the readability of those statements would be reduced, combining statements of major component units should be presented after the fund financial statements.

Budgetary Comparison Information - This Statement requires governments to present budgetary comparison information using a single method of communication—RSI. Governments also are required to present (1) variances between original and final budget amounts and (2) variances between final budget and actual amounts. An explanation of significant variances is required to be presented in notes to RSI.

How the Changes in This Statement Will Improve Financial Reporting

The requirements for MD&A will improve the quality of the analysis of changes from the prior year, which will enhance the relevance of that information. They also will provide clarity regarding what information should be presented in MD&A.

The requirements for the separate presentation of unusual or infrequent items will provide clarity regarding which items should be reported separately from other inflows and outflows of resources.

The definitions of operating revenues and expenses and of nonoperating revenues and expenses will replace accounting policies that vary from government to government, thereby improving comparability. The addition of a subtotal for operating income (loss) and noncapital subsidies will improve the relevance of information provided in the proprietary fund statement of revenues, expenses, and changes in fund net position.

The requirement for presentation of major component unit information will improve comparability.

The requirement that budgetary comparison information be presented as RSI will improve comparability, and the inclusion of the specified variances and the explanations of significant variances will provide more useful information for making decisions and assessing accountability.

REQUIRED COMMUNICATIONS

To the Board of Directors
Western Contra Costa Transit Authority
Pinole, California

We have audited the basic financial statements of the Western Contra Costa Transit Authority (Authority) for the year ended June 30, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 27, 2025. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Accounting Policies – Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year, except as follows

The following pronouncement became effective, but did not have a material effect on the financial statements:

GASB 101 – Compensated Absences

Unusual Transactions, Controversial or Emerging Areas – We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates – Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Authority's financial statements were:

Estimated Fair Value of Investments: As of June 30, 2025, the Authority held approximately \$5.6 million of cash and investments as measured by fair value as disclosed in Note 3 to the financial statements. Fair value is essentially market pricing in effect as of June 30, 2025. These fair values are not required to be adjusted for changes in general market conditions occurring subsequent to June 30, 2025.

Estimate of Depreciation: Management's estimate of the depreciation is based on useful lives determined by management. These lives have been determined by management based on the expected useful life of assets as disclosed in Note 4 to the financial statements. We evaluated the key factors and assumptions used to develop the depreciation estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole.

Estimated Net Pension Liabilities and Pension-Related Deferred Outflows and Inflows of Resources: Management's estimate of the net pension liabilities and deferred outflows/inflows of resources are disclosed in Note 8 to the financial statements and are based on actuarial studies determined by a consultant, which are based on the experience of the Authority. We evaluated the key factors and assumptions used to develop the estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole.

Disclosures – The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit financial statements taken as a whole.

Professional standards require us to accumulate all known and likely uncorrected misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We have no such misstatements to report to the Board of Directors.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in a management representation letter dated September 18, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Authority's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Authority's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information that accompanies and supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the required supplementary information and do not express an opinion or provide any assurance on the required supplementary information.

We were engaged to report on the supplementary information, that accompanies the financial statements, but is not required supplementary information. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Directors and management and is not intended to be, and should not be, used by anyone other than these specified parties.

Maze + Associates

Pleasant Hill, California
September 18, 2025

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AGENDA ITEM 1.6

TO: WCCTA Board of Directors
FROM: Rob Thompson
General Manager

DATE: November 13 2025

SUBJECT: Proposed 2026 WCCTA Administration and Operations Holiday Schedule.

[WestCAT Administrative Holidays 2026](#)
(Office Closed)

[WestCAT Operations Holidays 2026](#)
(Holiday Service Schedule)

Date Correction to Previously Approved Holidays in FY25		
12/24-12/31/2025 WestCAT Admin. December Holidays Observed - Office Closed		
12/24/2025 Wednesday - Christmas Eve	ALL MODES	Reg. Wkdy Service
12/25/2025 Thursday - Christmas Day	J (JL/JR)	Sunday Service Only
1/1/2026 Thursday - New Years Day	J (JL/JR)	Sunday Service
1/19/2026 Monday - Martin Luther King, Jr. Birthday	J (JL/JR), DAR, Local (11, 19) LYNX *JX , JPX, 30Z, C3	Saturday Service Reg Lynx Service No Service
2/16/2026 Monday - Presidents' Day	J (JL/J)R, DAR, Local (11, 19)	Saturday Service
5/25/2026 Monday - Memorial Day	J (JL/JR)	Sunday Service
6/19/2026 Friday - Juneteenth	ALL MODES	Regular Service
7/4/2026 Saturday - Independence Day	J (JL/JR)	Sunday Service
9/7/2026 Monday - Labor Day	J (JL/JR)	Sunday Service Only
11/11/2026 Wednesday -Veterans Day	LYNX J (JL/JR), DAR, Local (11, 19) *JX , 30Z, JPX, C3	Reg. Wkdy Service Saturday Service No Service
11/26/2026 Thursday-Thanksgiving Day	J (JL/JR)	Sunday Service Only
11/27/2026 Friday - Day After Thanksgiving Day	J (JR/JL), DAR, Local (11, 19) *JX , LYNX, JPX, 30Z, C3	Saturday Service No Service
12/24- 12/31/2026 WestCAT Admin. December Holidays Observed - Office Closed		
12/24/2026 Thursday - Christmas Eve	ALL MODES	Reg. Wkdy Service
12/25/2026 Friday- Christmas Day	J (JL/JR)	Sunday Service Only



Eden Environmental Citizen's Group

May 19, 2025

Via US Mail, Certified

Attn: Robert Thompson
Title: General Manager
Western Contra Costa Transit
601 Walter Ave.
Pinole, CA 94564

Re: 60-Day Notice of Violations and Intent to File Suit Under the Federal Water Pollution Control Act ("Clean Water Act")

To Officers, Directors, Operators, Property Owners and/or Facility Managers of Western Contra Costa Transit:

This letter is being sent to you on behalf of Eden Environmental Citizen's Group, LLC ("EDEN") to give legal notice that EDEN intends to file a civil action against Western Contra Costa Transit ("Discharger") and its corporate officers and other legally responsible parties for violations of the Federal Clean Water Act ("CWA" or "Act") 33 U.S.C. § 1251 *et seq.*, that EDEN believes are occurring at the Western Contra Costa Transit facility located at 601 Walter Ave in Pinole, California ("the Facility" or "the site").

EDEN is an environmental citizen's group established under the laws of the State of California to protect, enhance, and assist in the restoration of all rivers, creeks, streams, wetlands, vernal pools, and tributaries of California, for the benefit of its ecosystems and communities.

EDEN formally registered as a limited liability company (LLC) association with the California Secretary of State on June 22, 2018; however, since at least July 1, 2014, EDEN has existed as an unincorporated environmental citizen's association with members who remain associated with EDEN as of the date of this Notice.

As discussed below, the Facility's discharges of pollutants degrade water quality and harm aquatic life in the Facility's Receiving Waters, which are waters of the United States and described in Section II.B, below. EDEN has members throughout California. Some of EDEN's members live, work, and/or recreate near the Receiving Waters and use and enjoy the Receiving Waters for surfing, kayaking, camping, fishing, boating, swimming, hiking, cycling, bird watching, picnicking, viewing wildlife, and/or engaging in scientific study.

730 2nd Street #3135
Telephone: 707-241-3529
Website:



Santa Rosa, CA 95402
Email: edenenvcitizens@gmail.com
edenenvironmental.org

At least one of EDEN's current members has standing to bring suit against Western Contra Costa Transit, as the unlawful discharge of pollutants from the Facility as alleged herein has had an adverse effect particular to him or her and has resulted in actual harm to the specific EDEN member(s).

Further, the Facility's discharges of polluted storm water and non-storm water are ongoing and continuous. As a result, the interests of certain individual EDEN members have been, are being, and will continue to be adversely affected by the failure of Western Contra Costa Transit to comply with the General Permit and the Clean Water Act.

CWA section 505(b) requires that sixty (60) days prior to the initiation of a civil action under CWA section 505(a), a citizen must give notice of intent to file suit. 33 U.S.C. § 1365(b). Notice must be given to the alleged violator, the U.S. Environmental Protection Agency ("EPA"), and the State in which the violations occur.

As required by CWA section 505(b), this Notice of Violation and Intent to File Suit provides notice to the Discharger of the violations which have occurred and continue to occur at the Facility. After the expiration of sixty (60) days from the date of this Notice of Violation and Intent to File Suit, EDEN intends to file suit in federal court against the Discharger under CWA section 505(a) for the violations described more fully below.

I. THE SPECIFIC STANDARD, LIMITATION OR ORDER VIOLATED

EDEN's investigation of the Facility has uncovered significant, ongoing, and continuous violations of the CWA and the General Industrial Storm Water Permit issued by the State of California (NPDES General Permit No. CAS000001 [State Water Resources Control Board ("SWRCB")] Water Quality Order No. 2015-0122-DWQ ("2015 Permit") and by Order No. 2018-0028-DWQ ("2018 Permit") as amended by Order WQ 2015-0122-DWQ & order WQ 2018-0028-DWQ (collectively, the "General Permit").

Information available to EDEN, including documents obtained from California EPA's online Storm Water Multiple Application and Reporting Tracking System ("SMARTS"), indicates that on or around July 17, 1997, Western Contra Costa Transit submitted a Notice of Intent ("NOI") to be authorized to discharge storm water from the Facility. On or around May 14, 2015, Western Contra Costa Transit submitted an NOI to be authorized to discharge storm water from the Facility under the 2015 Permit. Western Contra Costa Transit's assigned Waste Discharger Identification number ("WDID") is 2 07I000432.

As more fully described in Section III, below, EDEN alleges that in its operations of the Facility, Western Contra Costa Transit has committed ongoing violations of the substantive and procedural requirements of the Federal Clean Water Act, California Water Code §13377; the

General Permit, the Regional Water Board Basin Plan, the California Toxics Rule (CTR) 40 C.F.R. § 131.38, and California Code of Regulations, Title 22, § 64431.

II. THE LOCATION OF THE ALLEGED VIOLATIONS

A. The Facility

The location of the point sources from which the pollutants identified in this Notice are discharged in violation of the CWA is Western Contra Costa Transit's permanent facility address of 601 Walter Ave in Pinole, California.

Western Contra Costa Transit Facility is an establishment primarily engaged in furnishing bus transportation, over regular routes and on regular schedules, the operations of which are principally outside a single municipality, outside one group of contiguous municipalities, and outside a single municipality and its suburban areas.

Facility operations are covered under Standard Industrial Classification Code (SIC):

SIC – 4131 - Intercity and Rural Bus Transportation

Western Contra Costa Transit is in establishment primarily engaged in the operation of motor vehicle passenger terminals and of maintenance and service facilities, not operated by companies that also furnish motor vehicle passenger transportation.

Facility operations are covered under Standard Industrial Classification Code (SIC):

SIC – 4173 - Terminal and Service Facilities for Motor Vehicle Passenger Transportation

Based on the EPA's Industrial Storm Water Fact Sheet for Sector P – Transportation Facilities, polluted discharges from operations at the Facility potentially contain pH affecting substances; heavy metals, arsenic, ethylene glycol, total suspended solids, benzene; gasoline and diesel fuels; fuel additives; coolants; and oil and grease. Many of these pollutants are on the list of chemicals published by the State of California as known to cause cancer, birth defects, and/or developmental or reproductive harm.

Information available to EDEN indicates that the Facility's industrial activities and associated materials are exposed to storm water, and that each of the substances listed on the EPA's Industrial Storm Water Fact Sheet is a potential source of pollutants at the Facility.

Required Additional SIC Code Parameters:

None

Information available to EDEN indicates that the Facility's industrial activities and associated materials are exposed to storm water, and that each of the substances listed on the EPA's Industrial Storm Water Fact Sheet is a potential source of pollutants at the Facility.

B. The Affected Receiving Waters

The Facility discharges into a municipal storm drain system, which then discharges to the San Pablo Creek-Frontal San Pablo Bay Estuaries Creek/River, a tributary of the San Francisco Bay ("Receiving Waters").

The San Francisco Bay is a water of the United States. The CWA requires that water bodies such as the San Francisco Bay meet water quality objectives that protect specific "beneficial uses." The Regional Water Board has issued the *San Francisco Bay Basin Water Quality Control Plan* ("Basin Plan") to delineate those water quality objectives.

The Basin Plan identifies the "Beneficial Uses" of water bodies in the region. The Beneficial Uses for the Receiving Waters downstream of the Facility include: commercial and sport fishing, estuarine habitat, fish migration, navigation, preservation of rare and endangered species, water contact and noncontact recreation, shellfish harvesting, fish spawning, and wildlife habitat. Contaminated storm water from the Facility adversely affects the water quality of the San Francisco Bay watershed and threatens the beneficial uses and ecosystem of this watershed.

Furthermore, the San Francisco Bay is listed for water quality impairment on the most recent 303(d)-list for the following: chlordane; dichlorodiphenyltrichloroethane (DDT); dieldrin; dioxin compounds (including 2,3,7,8-TCDD); furan compounds; invasive species; mercury; polychlorinated biphenyls (PCBs); PCBs (dioxin-like); selenium, and trash.

Polluted storm water and non-storm water discharges from industrial facilities, such as the Facility, contribute to the further degradation of already impaired surface waters, and harm aquatic dependent wildlife.

III. VIOLATIONS OF THE CLEAN WATER ACT AND GENERAL PERMIT

A. Deficient/Invalid SWPPP and/or Site Map

Western Contra Costa Transit's current Storm Water Pollution Prevention Plan ("SWPPP") and Site Map for the Facility are both inadequate and fail to comply with the requirements of the General Permit as specified in Section X of Order No. 2014-0057-DWQ, as follows:

- (a) The Site Map does not include the minimum required components for Site Maps as

indicated in Section X.E of the General Permit. Specifically, the Site Map fails to include the following:

- 1) the facility boundary;
 - 2) storm water drainage areas within the facility boundary and portions of any drainage area impacted by discharges from surrounding areas;
 - 3) on-facility surface water bodies, if any;
 - 4) areas of soil erosion, if any;
 - 5) nearby water bodies such as rivers, lakes and creeks;
 - 6) or municipal storm drain inlets that may receive the facility's industrial storm water discharges and authorized NSWDS;
 - 7) locations of storm water collection and conveyance systems associated with discharge locations and direction of flow;
 - 8) sample locations if different than the identified discharge locations;
 - 9) locations and descriptions of structural control measures that affect industrial storm water discharges, authorized Non Storm Water Discharges (NSWD's) and/or run-on, if any;
 - 10) identification of all impervious areas of the facility, including paved areas, buildings, covered storage areas or other roofed structures;
 - 11) locations where materials are directly exposed to precipitation and the locations where identified significant spills or leaks have occurred;
 - 12) all areas of industrial activity subject to the General Permit.
- (b) The current SWPPP does not include, or is insufficient in its contents in the following items:
- (c) The SWPPP fails to include the **date of each SWPPP Amendment** (Section X.A.10);
- (d) The SWPPP fails to document the facility's **scheduled operating hours**, including irregular operating hours (i.e. temporary, intermittent, seasonal, weather dependent) (Section X.D.2.d);

- (e) The SWPPP fails to include an appropriate discussion of the **Industrial Materials** handled at the facility, including the locations where the materials are stored, received, shipped and handled, and the quantities and handling frequency of the Industrial Materials (Sections X.A.3, X.F);
- (f) The SWPPP fails to discuss in detail a **Description of Potential Pollutant Sources** at the facility, including manufacturing, cleaning, maintenance, recycling, disposal, and any other activities related to each industrial process; and the type, characteristics, and approximate quantity of industrial materials used in or resulting from the process. Areas protected by containment structures and the corresponding containment capacity are also required to be identified and described. (X.G.1.a);
- (g) The SWPPP fails to discuss in detail each **Material Handling and Storage Area** including: the type, characteristics, and quantity of industrial materials handled or stored; the shipping, receiving, and loading procedures; the spill or leak prevention and response procedures; and the areas protected by containment structures and the corresponding containment capacity. (X.G.1.b);
- (h) The SWPPP fails to discuss in detail the **Dust and Particulate Generating Activities** that generate a significant amount of dust or particulate that may be deposited within the facility boundaries, including the discharge locations, the source type, and the characteristics of the dust or particulate pollutant. The Discharger shall ensure the SWPPP identifies any industrial activities and areas that are associated with other regulations or regulated by other permits (including, but not limited to, air quality permits) with the potential to expose pollutants to storm water. (X.G.1.c);
- (i) The SWPPP fails to discuss in detail **Significant Spills and Leaks**. (X.G.1.d);
- (j) The SWPPP fails to identify all **Non-Storm Water Discharges** (NSWDs) sources and drainage areas, including an evaluation of all drains (inlets and outlets) that identifies connections to the storm water conveyance system, and a description of how all unauthorized NSWDs have been eliminated (X.G.1.e);
- (k) The SWPPP fails to discuss in detail **Erodible Surfaces**. (X.G.1.e);
- (l) The SWPPP fails to include an adequate **Assessment of Potential Pollutant Sources** and a narrative assessment of all areas of industrial activity with potential industrial pollutant sources, (Section X.G.2);
- (m) The **Minimum Best Management Practices** (BMPs) as indicated in the SWPPP

are insufficient and do not comply with the minimum required categories as listed in the General Permit, which include Good Housekeeping, Preventive Maintenance, Spill and Leak Prevention and Response, Material Handling and Waste Management, Erosion and Sediment Controls, Employee Training Program and Quality Assurance and Record Keeping (Section X.H.1);

- (n) The **Advanced BMPs** as identified in the SWPPP are inadequate to comply with the Best Available Technology (“BAT”) and Best Conventional Pollutant Control Technology (“BCT”) requirements of the General Permit to reduce or prevent discharges of pollutants in the Facility’s storm water discharge in a manner that reflects best industry practice, considering technological availability and economic practicability and achievability, including Exposure Minimization BMPs, Storm Water Containment and Discharge Reduction BMPs or Treatment Control BMPs (Section X.H.2);
- (o) The SWPPP fails to include a description of **Temporary Suspension of Industrial Activities**. (Section X.H.3);
- (p) The SWPPP fails to describe in detail the **BMP Descriptions**. (Section X.H.4);
- (q) The SWPPP fails to include a **BMP Summary Table** summarizing each identified area of industrial activity, the associated industrial pollutant sources, the industrial pollutants and the BMPs being implemented (Section X.H.4 and X.H.5);
- (r) The SWPPP fails to include an appropriate **Monitoring Implementation Plan**, including an identification of team members assigned to conduct monitoring requirements, a description of all discharge locations, a discussion of Visual Observation procedures, justifications for alternative discharge locations, if any, procedures for field instrument calibration instructions, and an example Chain of Custody form to be used when handling and shipping water quality samples to the lab (Section I);
- (s) The SWPPP fails to include an adequate discussion of the **Facility’s receiving waters** (Section XI.B.6(e), Section X.G.2.ix);
- (t) The SWPPP does not contain the proper **sampling parameters** for the Facility’s SIC Code (Section XI.B.6.d, Table 1, Section XI); (*Missing at a minimum TSS, O&G, and pH*)
- (u) The SWPPP does not contain the proper **sampling parameters** that include all potential pollutants present at the facility due to its industrial operations and industrial materials present at the facility (Section XI.B.6); (*should analyze the site for the presence of heavy metals, arsenic, ethylene glycol, and benzene based on the*

EPA's Industrial Storm Water Fact Sheet for Sector P – Transportation Facilities)

- (v) The SWPPP does not contain the proper **sampling frequency information** (Section XI.B);
- (w) The SWPPP fails to include an appropriate discussion of **Visual Observations** which must be performed at least once every calendar month (Section XI.A);
- (x) The SWPPP fails to include detailed information about its **Pollution Prevention Team** (Section X.D);
- (y) The SWPPP fails to discuss the **Annual Comprehensive Facility Compliance Evaluation** (Section X.A.9).

Failure to develop or implement an adequate SWPPP is a violation of Sections II.B.4.f and X of the General Permit.

B. Failure to Develop, Implement and/or Revise an Adequate Monitoring and Reporting Program Pursuant to the General Permit

Section XI of the General Permit requires Dischargers to develop and implement a storm water monitoring and reporting program ("M&RP") prior to conducting industrial activities. Dischargers have an ongoing obligation to revise the M&RP as necessary to ensure compliance with the General Permit.

The objective of the M&RP is to detect and measure the concentrations of pollutants in a facility's discharge, and to ensure compliance with the General Permit's Discharge Prohibitions, Effluent Limitations, and Receiving Water Limitations. An adequate M&RP ensures that BMPs are effectively reducing and/or eliminating pollutants at the Facility, and it must be evaluated and revised whenever appropriate to ensure compliance with the General Permit.

1. Failure to Conduct Visual Observations

Section XI(A) of the General Permit requires all Dischargers to conduct visual observations at least once each month, and sampling observations at the same time sampling occurs at a discharge location.

Observations must document the presence of any floating and suspended material, oil and grease, discolorations, turbidity, odor and the source of any pollutants. Dischargers must document and maintain records of observations, observation dates, locations observed, and responses taken to reduce or prevent pollutants in storm water discharges.

EDEN believes that between July 1, 2015, and the present, Western Contra Costa Transit has failed to conduct monthly and sampling visual observations pursuant to Section XI(A) of the General Permit.

2. Failure to Collect and Analyze the Required Number of Storm Water Samples

In addition, EDEN alleges that Western Contra Costa Transit has failed to provide the Regional Water Board with the minimum number of annual documented results of Facility run-off sampling as required under Sections XI.B.2 and XI.B.11.a of Order No. 2014-0057-DWQ, in violation of the General Permit and the CWA.

Section XI.B.2 of the General Permit requires that all Dischargers collect and analyze storm water samples from two Qualifying Storm Events (“QSEs”) within the first half of each reporting year (July 1 to December 31), and two (2) QSEs within the second half of each reporting year (January 1 to June 30).

Section XI.C.6.b provides that if samples are not collected pursuant to the General Permit, an explanation must be included in the Annual Report.

As of the date of this Notice, Western Contra Costa Transit has failed to upload into the SMARTS database system:

- a. Two storm water sample analyses for the time period January 1, 2016, through June 30, 2016;
- b. One storm water sample analysis for the time period July 1, 2016, through December 31, 2016;
- c. One storm water sample analysis for the time period July 1, 2017, through December 31, 2017;
- d. One storm water sample analysis for the time period July 1, 2018, through December 31, 2018.
- e. Two storm water sample analyses for the time period July 1, 2019, through December 31, 2019;
- f. One storm water sample analysis for the time period January 1, 2020, through June 30, 2020.
- g. One storm water sample analysis for the time period July 1, 2020, through December 31, 2020;

- h. One storm water sample analysis for the time period January 1, 2021, through June 30, 2021.
- i. Two storm water sample analyses for the time period July 1, 2021, through December 31, 2021;
- j. Two storm water sample analyses for the time period January 1, 2022, through June 30, 2022.
- k. Two storm water sample analyses for the time period July 1, 2022, through December 31, 2022;
- l. One storm water sample analysis for the time period January 1, 2023, through June 30, 2023.
- m. Two storm water sample analyses for the time period July 1, 2023, through December 31, 2023;
- n. One storm water sample analysis for the time period January 1, 2024, through June 30, 2024.
- o. Two storm water sample analyses for the time period July 1, 2024, through December 31, 2024;

(A Chart of the above narration is provided for further reference)

Reporting Year	QSE's Sampled in First Half	QSE's Required First Half	QSE's Missing First Half	QSE's Sampled in Second Half	QSE's Required Second Half	QSE's Missing Second Half
2015-16	2	2	0	0	2	2
2016-17	1	2	1	4	2	0
2017-18	1	2	1	2	2	0
2018-19	1	2	1	2	2	0
2019-20	0	2	2	1	2	1
2020-21	1	2	1	1	2	1
2021-22	0	2	2	0	2	2

2022-23	0	2	2	1	2	1
2023-24	0	2	2	1	2	1
2024-25	0	2	2	2	2	0
Total QSE's Missing			<u>14</u>			<u>8</u>

In summary, the Discharger has failed to upload **14** samples during the first half of the Reporting Year and **8** samples during the second half.

Furthermore, pursuant to data collected from the National Oceanic and Atmospheric Administration (“NOAA”), there were sufficient storm events occurring near 601 Walter Ave in Pinole during Facility operating hours within the reporting years where required stormwater sample collections were missed to have allowed the Facility to collect at least the minimum number of storm water samples required by the General Permit.

3. Failure to Collect Storm Water Run-Off Samples during Qualified Storm Events

Pursuant to Section XI.B.1 of the General Permit, a Qualified Storm Event (QSE) is a precipitation event that both produces a discharge for at least one drainage area at the Facility and is also preceded by 48 hours with no discharge from any drainage area.

The General Permit defines “drainage area” as the “area of land that drains water, sediment, pollutants, and dissolved materials to a common discharge location.” Attachment C to General Permit-Glossary)

Western Contra Costa Transit’s samples collected as listed below are not in compliance with the General Permit because they were not collected during Qualified Storm Events as defined by the General Permit:

Station: CONCORD BUCHANAN FIELD, CA US WBAN:23254 (ICAO:KCCR)

Sample Date	QSE Info
11/02/2015	Not a valid QSE – 2nd consecutive day of rainfall
12/21/2015	Not a valid QSE – 4th consecutive day of rainfall
11/23/2016	Not a valid QSE – 2nd consecutive day of rainfall
02/21/2017	Not a valid QSE – 3rd consecutive day of rainfall
02/13/2019	Not a valid QSE – 2nd consecutive day of rainfall
11/18/2020	Not a valid QSE – 2nd consecutive day of rainfall
03/10/2021	Not a valid QSE – 2nd consecutive day of rainfall
01/22/2023	Not a valid QSE – No recorded rainfall

The 2015 Industrial General Permit (this General Permit) defines a QSE to provide clarity to Dischargers of when sampling is required. The previous permit required that Dischargers collect grab samples during the first hour of discharge that commenced during scheduled facility operating hours. These sample collection requirements were widely considered to be too rigid and out of step with other states' sample collection requirements. Since many storm events begin in the evening or early morning hours, numerous opportunities to collect samples were lost because Dischargers could not obtain samples during the first hour of discharge. Dischargers with facilities that have multiple discharge locations had difficulties collecting samples within such a short timeframe therefore affecting data quality. The previous permit required three working dry days before sampling and this General Permit defines this period as 48 hours, this timeframe was decreased to provide more opportunities for Dischargers to obtain samples.

This General Permit requires Dischargers to collect samples during scheduled facility operating hours from each drainage location within four hours of: (1) the start of the discharge from a QSE occurring during scheduled facility operating hours, or (2) the start of scheduled facility operating hours if the QSE occurred in the previous twelve (12) hours. The benefits of this sampling protocol: (a) allows a more reasonable amount of time to collect samples, (b) increases the likelihood for samples collected at discharge locations to be representative of the drainage area discharge characteristics, (c) increases the number of QSEs eligible for sample collection, and, (d) reduces the likelihood of Dischargers collecting samples with short-term concentration spikes.

Failure to sample on a QSE results in inaccurate sampling data. It also misrepresents the harmful pollutants present at the Facility. Harmful pollutants can be washed away into creeks, rivers, and oceans without any knowledge. This affects the Dischargers responsibility to ensure harmful pollutants are prevented from contaminating the waters of the United States.

4. Failure to Sample Correctly for the Parameter of pH

Pursuant to Section XI.C.2.a of the General Permit, the storm water sample "holding" time for pH analysis is 15 minutes. **ALL** the laboratory reports uploaded by the Discharger showed evidence that the litmus test for the Facility's pH was not conducted within the required 15-minute holding time¹.

It is highly difficult to collect samples of all drainage areas and deliver them to the Laboratory within 15 minutes. The conventional method to obtain analytical results of pH withing the 15 minute holding time is by using pH test strips or by having a calibrated pH meter.

¹ Indicated by "H" as a qualifier meaning: Sample was analyzed out of hold time

The Discharger has failed to do so. This is evident by the Lab Reports stating that pH was analyzed outside the 15-minute holding time.

5. Failure to Upload Storm Water Sample Analyses (Ad Hoc Data) within 30 Days

Section XI.B.11.a of the General Permit requires Dischargers to submit all sampling and analytical results for all individual or Qualified Combined Samples via SMARTS within 30 days of obtaining all results for each sampling event. According to a publication by State Water Resources Control Board titled: *Discharger's Guide To The SMARTS Database – Ad Hoc Monitoring Report*², an Ad Hoc Report is used to submit monitoring results through SMARTS. In addition, only the LRP or the DAR may certify and submit these reports. A Discharger must manually enter these results in the SMARTS system as referenced in the publication. It is not sufficient to simply upload laboratory reports.

Western Contra Costa Transit failed to upload into SMARTS within 30 days **ALL** of the laboratory report results for the years 2015 until the present. **ALL** of the reports are past due with the oldest being **3418** days and counting³.

Failure to upload samples within 30 days of obtaining the Laboratory results affects the SMARTS system algorithm that automatically calculates when a discharger enters into Level 1 status and notifies the Water Board.

6. Failure to Upload Laboratory Reports within 30 Days

Although not expressly required in the IGP, uploading laboratory reports within 30 days has become a convention in the industry. This allows citizens groups and the Water Board to verify that storm water analysis is entered correctly into the SMARTS system.

Sample Date	Date of Laboratory Report	Date Uploaded into SMARTS	Length of Time Late
11/02/2015	11/09/2015	06/14/2016	188
12/21/2015	12/30/2015	06/14/2016	137
11/22/2016	02/08/2017	06/07/2017	89
02/16/2017	02/23/2017	04/13/2017 ⁴	19
02/21/2017	03/01/2017	04/13/2017 ⁵	13
03/20/2017	03/27/2017	06/07/2017	42
04/12/2017	04/19/2017	06/07/2017	19

² https://www.waterboards.ca.gov/water_issues/programs/stormwater/docs/dischargers_guide_adhocreport.pdf

³ Since the date of this notice.

⁴ Uploaded again on 06/07/2017

⁵ Uploaded again on 06/07/2017

11/15/2017	11/28/2017	06/21/2018	175
01/08/2018	01/16/2018	06/21/2018	126
03/20/2018	03/30/2018	06/21/2018	53
11/29/2018	12/07/2018	08/28/2019	234
02/13/2019	02/20/2019	08/28/2019	159
04/15/2019	04/23/2019	08/28/2019	97
01/16/2020	01/23/2020	07/14/2021	508
11/18/2020	11/25/2020	07/14/2021	201
03/10/2021	03/17/2021	07/14/2021	89
01/22/2023	01/29/2024	07/18/2024	141
04/04/2024	04/11/2024	07/18/2024	68

7. Failure to Analyze Storm Water Samples for the Correct Parameters

General Permit sections XI.B.6.a and XI.B.6.b require all Dischargers to analyze for the following three parameters, regardless of facility type: pH, Total Suspended Solids (TSS) and Oil & Grease (O&G).

ALL of Western Contra Costa Transit's laboratory reports uploaded to the SMARTS system failed to analyze for the required parameter of **Oil and Grease** (O&G). In addition, Specific

Conductance was a previous requirement under the previous permit (Order 97-03-DWQ) and is no longer a requirement under the 2015 Industrial General Permit.

8. Failure to Analyze Storm Water Samples for the Correct Parameters

General Permit sections XI.B.6.a and XI.B.6.b require all Dischargers to analyze for the following three parameters, regardless of facility type: pH, Total Suspended Solids (TSS) and Oil & Grease (O&G).

However, on April 8th, 2025, Mr. Rob Thompson uploaded AD Hoc Monitoring data for the (2) samples collected on 02/01/2025 and 03/12/2025 that did not include a stormwater sample that was analyzed for Oil and Grease. The samples were analyzed erroneously for Total Recoverable Petroleum Hydrocarbons (TRPH) and were not analyzed for Oil & Grease.

C. Discharges In Violation of the General Permit

Except as authorized by Special Conditions of the General Permit, Discharge Prohibition Section III(B) of the General Permit prohibits permittees from discharging materials other than storm water (non-storm water discharges) either directly or indirectly to waters of the United States. Unauthorized non-storm water discharges must be either eliminated or permitted by a separate NPDES permit.

Information available to EDEN indicates that unauthorized non-storm water discharges occur at the Facility due to inadequate BMP development and/or implementation necessary to prevent these discharges.

EDEN alleges that the Discharger has discharged storm water containing excessive levels of pollutants from the Facility to its Receiving Waters during at least every significant local rain event over 0.1 inches in the last five (5) years.

EDEN hereby puts the Discharger on notice that each time the Facility discharges prohibited non-storm water in violation of Discharge Prohibition Section III(B) of the General Permit is a separate and distinct violation of the General Permit and Section 301(a) of the Clean Water Act, 33 U.S.C. § 1311(a).

F. Deficient BMP Implementation

Sections I.C, V.A and X.C.1.b of the General Permit require Dischargers to identify and implement minimum and advanced Best Management Practices (“BMPs”) that comply with the Best Available Technology (“BAT”) and Best Conventional Pollutant Control Technology (“BCT”) requirements of the General Permit to reduce or prevent discharges of pollutants in their storm water discharge in a manner that reflects best industry practice, considering technological availability and economic practicability and achievability.

EDEN alleges that Western Contra Costa Transit has been conducting industrial activities at the site without adequate BMPs to prevent resulting non-storm water discharges. Non-storm water discharges resulting from these activities are not from sources that are listed among the authorized non-storm water discharges in the General Permit, and thus are always prohibited.

Western Contra Costa Transit’s failure to develop and/or implement adequate BMPs and pollution controls to meet BAT and BCT at the Facility violates and will continue to violate the CWA and the Industrial General Permit each day the Facility discharges storm water without meeting BAT and BCT.

Deficient BMP Implementation via Vehicular Track-Out

On information and belief, EDEN alleges Western Contra Costa Transit tracks sediment and heavy metals among other pollutants onto adjoining roadways via vehicles that drive around the Facility, pick up these pollutants on the tires, then exit the Facility. Eden alleges that the Discharger is not implementing Vehicular Tracking BMP’s to mitigate the contribution of these harmful pollutants that are tracked out onto the roadways, then come into contact with stormwater, discharge into the local Municipal Separate Storm Sewer System, and eventually end up in the local watershed affecting humans and wildlife.

G. Failure to Update SWPPP

This General Permit requires that Dischargers select an appropriate facility inspection frequency beyond the required monthly inspections if necessary, and to determine if SWPPP revisions are necessary to address any physical or operational changes at the facility or make changes to the existing BMPs (Section X.H.4.a.vii and Section XI.A.4 of this General Permit).

Failure to develop or implement an adequate SWPPP, or update or revise an existing SWPPP as required, is a violation of this General Permit. Failure to maintain the SWPPP, or update or revise an existing SWPPP as required, is a violation of this General Permit.

Section XI.B of the General Permit provides that all Facilities must revise their on-site SWPPP whenever necessary. Furthermore, all Dischargers are to upload to SMARTS a revised SWPPP within thirty (30) days whenever the SWPPP contains significant revisions; and within ninety (90) days when the SWPPP contains routine revisions.

Eden alleges that due to the changing nature of industrial operations and stormwater best management practices that tend to be added or modified by annual evaluations, it is highly improbable there would be no revisions to the SWPPP in the last 9 years.

As of the date of this Notice, Western Contra Costa Transit has failed to upload an amended SWPPP pursuant to Sections X.B of the General Permit.

H. Falsification of Annual Reports Submitted to the Regional Water Board

Section XXI.L of the General Permit provides as follows:

L. Certification

Any person signing, certifying, and submitting documents under Section XXI.K above shall make the following certification:

"I certify under penalty of law that this document and all Attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Further, Section XXI.N of the General Permit provides as follows:

N. Penalties for Falsification of Reports

Clean Water Act section 309(c)(4) provides that any person that knowingly makes any false material statement, representation, or certification in any record or other document submitted or required to be maintained under this General Permit, including reports of compliance or noncompliance shall upon conviction, be punished by a fine of not more than \$10,000 or by imprisonment for not more than two years or by both.

On 06/14/2016, 06/07/2017, 06/21/2018, 08/28/2019, 06/16/2020, 07/14/2021, 07/14/2021⁶ 08/24/2023, 07/18/2024, Western Contra Costa Transit submitted its Annual Reports for the Reporting Years 2015-16; 2016-17; 2017-18; 2018-19; 2019-20; 2020-21; 2021-22; 2022-23; 2023-24, respectively.

Mr. Charles Anderson certified the Reports under penalty of law from the dates 06/14/2016 to 07/14/2021. Mr. Anderson was the Legally Responsible Person (“LRP”) or the Duly Authorized Representative (“DAR”) for Western Contra Costa Transit at the time of certification.

Mr. Rob Thompson certified the Reports under penalty of law from the dates 08/24/2023 to 07/18/2024. Mr. Thompson is the current Legally Responsible Person (“LRP”) for Western Contra Costa Transit or the Duly Authorized Representative (“DAR”).

Mr. Anderson and Mr. Thompson responded “Yes” to Question No. 3⁷ on *ALL* of the Annual Reports uploaded to the SMARTS system. However, as discussed above, Western Contra Costa Transit failed to collect and analyze the required number of storm water samples during the reporting years in question.

a) Falsifying information on Annual Report – Report Uploaded Early

On 07/14/2021, Western Contra Costa Transit submitted its Annual Reports for the Reporting Year 2021-22. The report was not due until 07/15/2022. Which is one year early. MV Transportation cannot claim a fact if it has not yet occurred. For example, A Discharger (MV Transportation) cannot claim to have conducted monthly visual observations one year in advance.⁸

Mr. Anderson certified the Reports under penalty of law.

Mr. Anderson falsified the entire Annual Report. The questions in the Annual Report cannot be answered until sufficient time has elapsed to allow proper responses.

⁶ Date repeated because the Annual Report for RY’s 2020-21’ and 2021-22’ were uploaded the same day.

⁷ “Did you sample the required number of Qualifying Storm Events during the reporting year for all discharge locations, in accordance with Section XI.B?”

⁸ 1. Has the Discharger conducted monthly visual observations (including authorized and unauthorized Non-Storm Water Discharges and Best Management Practices) in accordance with Section XI.A.1? – The Discharger answered “Yes” in the 2022 Annual Report.

I. Late-Filed Annual Report/Failure to File Annual Reports

Western Contra Costa Transit has failed to comply with Section XVI.A of the General Permit, which provides as follows: “The Discharger shall certify and submit via SMARTS an Annual Report no later than July 15th following each reporting year using the standardized format and checklists in SMARTS.”

Western Contra Costa Transit’s Annual Report for the reporting years 2018-19; 2022-23; and 2023-24, were due on or before July 15 of every year. The following is a chart showing the dates the Annual Reports were uploaded.

Annual Report	Date Uploaded	Days Late
2018-19	08/28/2019	44 days
2022-23	08/24/2023	40 days
2023-24	07/18/2024	3 days

J. Failure to Properly Train Employees/Facility Pollution Prevention Team

Section X.D.1 of the General Permit requires each Facility to establish a Pollution Prevention Team responsible for assisting with the implementation of the requirements of the General Permit. The Facility is also required to identify alternate team members to implement the SWPPP and conduct required monitoring when the regularly assigned Pollution Prevention Team members are temporarily unavailable (due to vacation, illness, out of town business, or other absences).

Section X.H.f of the General Permit also requires that each Facility ensure that all Pollution Prevention Team members implementing the various compliance activities of the General Permit are properly trained in at least the following minimum requirements: BMP implementation, BMP effectiveness evaluations, visual observations, and monitoring activities. Further, if a Facility enters Level 1 status, appropriate team members must be trained by a QISP.

Based on the foregoing violations, it is clear that Western Contra Costa Transit has either not properly established its Pollution Prevention Team, or has not adequately trained its Pollution Prevention Team, in violation of Sections X.D.1 and X.H.f of the General Permit.

Western Contra Costa Transit may have had other violations that can only be fully identified and documented once discovery and investigation have been completed. Hence, to the extent possible, EDEN includes such violations in this Notice and reserves the right to amend this Notice, if necessary, to include such further violations in future legal proceedings.

IV. THE PERSON OR PERSONS RESPONSIBLE FOR THE VIOLATIONS

The entities responsible for the alleged violations are Western Contra Costa Transit, as well as its corporate officers and employees of the Facility responsible for compliance with the CWA.

V. THE DATE, DATES, OR REASONABLE RANGE OF DATES OF THE VIOLATIONS

The range of dates covered by this 60-day Notice is from at least May 14, 2015⁹, to the date of this Notice. EDEN may from time to time update this Notice to include all violations which may occur after the range of dates covered by this Notice. Some of the violations are continuous in nature; therefore, each day constitutes a violation.

VI. CONTACT INFORMATION

The entity giving this 60-day Notice is Eden Environmental Citizen's Group ("EDEN").

Aiden Sanchez
EDEN ENVIRONMENTAL CITIZEN'S GROUP
730 2nd Street #3135
Santa Rosa, CA 95402
Telephone: (707) 241-3529
Email: Edenenvcitizens@gmail.com (emailed correspondence is preferred)
Website: edenenvironmental.org

EDEN has retained counsel in this matter as follows:

CRAIG A. BRANDT
Attorney at Law
5354 James Avenue
Oakland CA, 94618
Telephone: (510) 601-1309
Email: craigabrandt@att.net

To ensure a proper response to this Notice, all communications should be addressed to EDEN's legal counsel, Mr. Craig A. Brandt.

VII. RELIEF SOUGHT FOR VIOLATIONS OF THE CLEAN WATER ACT

⁹ The date the Discharger obtained coverage

CWA §§ 505(a)(1) and 505(f) provide for citizen enforcement actions against any “person,” including individuals, corporations, or partnerships, for violations of NPDES permit requirements and for un-permitted discharges of pollutants. 33 U.S.C. §§ 1365(a)(1) and (f), §1362(5).

Pursuant to Section 309(d) of the Clean Water Act, 33 U.S.C. § 1319(d), and the Adjustment of Civil Monetary Penalties for Inflation, 40 C.F.R. § 19.4, each separate violation of the Clean Water Act subjects the violator to a penalty for all violations occurring during the period commencing five (5) years prior to the date of the Notice Letter. **These provisions of law authorize civil penalties of \$37,500.00 per day per violation for all Clean Water Act violations after January 12, 2009, and \$51,570.00 per day per violation for violations that occurred after November 2, 2015.**

In addition to civil penalties, EDEN will seek injunctive relief preventing further violations of the Clean Water Act pursuant to Sections 505(a) and (d), 33 U.S.C. § 1365(a) and (d), declaratory relief, and such other relief as permitted by law.

Lastly, pursuant to Section 505(d) of the Clean Water Act, 33 U.S.C. § 1365(d) and California Code of Civil Procedure §1021.5, EDEN will seek to recover its pre and post-litigation costs, including all attorneys’ and experts’ fees and costs incurred (see *Southern California Alliance of Publicly Owned Treatment Works v. U.S. Environmental Protection Agency* (9th Cir. 2017) 853 F.3d 1076; *Vasquez v. State of California* (2008) 45 Cal.4th 243).

VIII. CONCLUSION

The CWA specifically provides a 60-day notice period to promote resolution of disputes. EDEN encourages Western Contra Costa Transit’s counsel to contact **EDEN’s counsel** within 20 days of receipt of this Notice to initiate a discussion regarding the violations detailed herein. Please do not contact EDEN directly.

During the 60-day notice period, EDEN is willing to discuss effective remedies for the violations; however, if Western Contra Costa Transit wishes to pursue such discussions in the absence of litigation, it is suggested those discussions be initiated soon so that they may be completed before the end of the 60-day notice period. EDEN reserves the right to file a lawsuit if discussions are continuing when the notice period ends.

Very truly yours,

AIDEN SANCHEZ
Eden Environmental Citizen's Group

Copies to:

Lee Zeldin, Administrator
U.S. Environmental Protection Agency:
1200 Pennsylvania Avenue, N.W.
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Agenda Item 3.1

Presentation and Discussion of WestCAT Evolution - Comprehensive Operations Analysis by Ronny Kraft Consulting

Staff have been working with Ronny Kraft Consulting on the Comprehensive Operations Analysis. At this meeting the consultant will present the following items to the Board for discussion and feedback.

- **Update on service options within the Hercules Waterfront Area**
- **Microtransit Service Suitability Assessment**
- **Dial-A-Ride and ADA Opportunities and Recommendations**
- **School Transportation Opportunities and Recommendations**

Reports on these aspects of WestCAT Evolution are contained in the Board packet, and a presentation will be given during the meeting highlighting the key takeaways.

[Action Requested: Discussion and Direction to Staff]



To: WestCAT Board of Directors

From: Ronny Kraft Consulting

Date: October 15, 2025

TECHNICAL MEMORANDUM

Microtransit Service Suitability Assessment

INTRODUCTION

The purpose of this memo is to evaluate whether flexible transit service, including microtransit, should be considered by WestCAT as a companion to, or replacement for, current fixed route services. The question is whether such a model could provide equal or better service effectiveness while maintaining a similar or lower operating cost.

The analysis draws on recent research, peer agency experience, and national best practices to identify the conditions under which microtransit has

succeeded, the operational and financial challenges it typically presents, and the factors that make it less suitable for certain service environments.

This review finds that while microtransit can be effective in certain contexts, it would not represent an efficient or practical replacement for fixed-route service within WestCAT's operating environment.

ABOUT FLEXIBLE TRANSIT

Flexible transit is defined as any service in which the route or schedule varies based on who requests it. Common terms include *microtransit*, *demand-responsive transit*, and *on-demand transit*. These services may be scheduled in real time through software applications or through phone reservations. Agencies may operate it within geofenced zones, restrict service hours, and combine it with fixed-route transit. The defining characteristic is that they do not follow a fixed path or timetable, but instead respond dynamically to rider requests.

Flexible transit with pooled rides has long been in use in the United States and abroad. The "newness" of modern microtransit lies not in the concept itself, but in the recent availability of software and communications tools that allow riders to summon, track, and pay for rides in near real time, as well as provider-side technology for routing, tracking, and dispatch. These technological advances make it possible to offer almost on-demand booking, which in theory could make public transit more responsive to individual travel needs.

Flexible transit is inherently less efficient than fixed route transit for the following reasons. The first reason is simple geometry - flexible services

must deviate to pick up and drop off passengers closer to their origins or destinations. This added deviation time reduces overall efficiency compared to a fixed route, which moves in a relatively straight line and serves clusters of passengers at designated stops. Because flexible service vehicles travel greater distances per passenger trip, they are also less useful to through-riders or those who depend on predictable travel times.

Second, very few flexible transit programs provide more than four passenger trips per vehicle service hour, even in well-designed zones. By comparison, WestCAT's local fixed routes average between 4.2 and 10.8 passengers per service hour on weekdays.

Finally, most of the cost of providing transit is the labor cost of the driver, not the vehicle itself. Operating a smaller van or shuttle does little to reduce total operating cost. Fuel and maintenance costs represent a small share of total expense, so even a smaller vehicle offers minimal financial savings when the labor cost remains constant.

In summary, while flexible transit has potential for niche applications, it cannot generally achieve the same efficiency or productivity as fixed route service under normal conditions.

CONDITIONS WHERE FLEXIBLE TRANSIT CAN SUCCEED

There are several conditions under which, when combined, flexible transit has been shown to perform successfully. The following represent key best practices and enabling conditions for effective implementation.

Compact, clearly bounded service zones with predictable demand

Flexible service works best in compact, well-defined zones with moderate, consistent trip demand. When service areas are small, the system can reduce empty travel, improve ride pooling, and maintain shorter wait times. Successful implementations often limit trip purposes—for example, serving as first/last-mile connections to regional rail. Confining both geography and purpose allows agencies to better manage performance and costs.

Adequate dispatch capacity, software, and operational oversight

A microtransit program depends on reliable trip-matching software, real-time routing, and oversight from trained dispatchers. For example, Tri Delta Transit replaced a low-ridership local route in Antioch with its *Tri MyRide* on-demand service, supported by dedicated dispatch staff and a technology vendor. Without this level of support, service performance can degrade quickly.

Equity and accessibility safeguards

Flexible transit must include multiple access methods to ensure equitable service. Riders should be able to reserve trips by phone as well as through a mobile app. Vehicles must be

ADA-compliant, equipped to serve riders using mobility devices, and dispatch should provide multilingual support to meet the needs of diverse communities. These features are essential to maintaining accessibility across all user groups.

Clear operating constraints to control costs

Service parameters—such as hours of operation, fare and subsidy levels, zone boundaries, and pooling expectations—must be clearly defined before launch. Establishing these limits prevents cost escalation and ensures that vehicle hours are used efficiently.

Phased pilots and cautious scaling

Agencies that implement flexible transit most successfully begin with small, time-limited pilot programs. Many local agencies have tested single-zone pilots for one or two years before expanding. This approach allows for data collection, adjustment, and evaluation against measurable performance benchmarks before committing to adoption.

Marketing, rider education, and customer trust

A flexible service model requires clear communication with potential riders. Effective marketing explains how to book trips, expected wait times, fare policies, and how the new service integrates with existing routes. Outreach and education are critical in establishing rider confidence. If passengers are uncertain about how the service works, adoption rates remain low regardless of quality.

LOCAL PEER AGENCY PROGRAMS

Tri Delta Transit – Tri MyRide

Tri Delta Transit operates *Tri MyRide* within the cities of Antioch, Brentwood, and Pittsburg–Bay Point. The service offers on-demand, corner-to-corner rides for a flat \$2 fare, using both a call center and a mobile app. Tri MyRide operates seven days a week, including holidays, and is structured as multiple small zones with designated transfer points between them. This configuration allows the agency to maintain cost control while improving first/last-mile access to BART and major shopping destinations.¹

Livermore Amador Valley Transit Authority (LAVTA) – Go Tri-Valley

LAVTA's *Go Tri-Valley* program is a partnership with Transportation Network Companies (TNCs), such as Uber, Lyft, and Desoto Cab. The agency subsidizes 50 percent of the fare, up to \$5 per trip, for rides taken within its service area. The program began as *Go Dublin* and replaced a

low-ridership fixed route by providing subsidized point-to-point trips instead of running a full agency-operated microtransit service. This model reduces administrative complexity but limits the agency's direct control over service quality.²

City of Richmond – Richmond Moves

The City of Richmond launched *Richmond Moves* as a city-operated, on-demand shuttle connecting neighborhoods to BART, Amtrak, and ferry terminals. Richmond Moves is operated in partnership with Via—the same private provider that manages flexible transit services for SamTrans, Marin Transit, and several other Bay Area agencies. The service focuses on improving local access and equity within the city rather than replacing fixed routes. Ridership has been modest, and the program operates as a local mobility enhancement rather than a cost-saving measure.³

SUITABILITY ASSESSMENT

This assessment operates under the assumption that WestCAT's primary goal for any potential microtransit service would be coverage-based, to provide access to transit for community benefit, rather than to maximize ridership. Within that framework, the effectiveness of a service is still measured by its capacity to move people and the total number of trips it can accommodate.

Replacement of underperforming fixed-route transit services in low-density or difficult-to-serve areas is one of the most common and potentially viable applications of microtransit. For WestCAT, this could include potential zones such as the Waterfront⁴, Viewpointe neighborhood, or Wright Avenue, where WestCAT's fixed routes currently

operate with very little ridership. Flexible transit, however, does not increase the overall capacity or number of trips provided compared to fixed-route service; rather, it redistributes service coverage to reach areas that are less efficiently served by buses. Within this context, microtransit could serve as a tool for maintaining community access in specific low-demand areas without expanding total system capacity. However, the following factors make clear that microtransit is not a suitable option for WestCAT at this time.

Overhead costs associated with microtransit are substantial. Software procurement and licensing represent a recurring cost category that does not exist under current fixed route operations.

Additional dispatch staffing would be required to monitor trips, manage bookings, and handle exceptions. Administrative oversight would increase to accommodate customer outreach, marketing, data reporting, customer support, and service troubleshooting. The need for an expanded fleet of smaller vehicles would introduce new capital and maintenance costs. Together, these factors would increase overall operating costs compared to existing fixed route service.

There is a demonstrated risk of losing existing riders if fixed-route service were replaced with an app-based, on-demand model. Passengers who are accustomed to predictable, scheduled service may be reluctant to adopt a system that introduces variable pickup times or requires additional transfers. This is supported by findings from the Onboard Survey, in which “an on-demand door-to-door service that you reserve with an app” received the lowest average importance rating among ten potential improvements, and only 2.2 percent of respondents selected it as their top priority. These results indicate that current riders place a higher value on frequency, reliability, and schedule predictability than on flexibility, suggesting limited interest in a new microtransit service.

A functioning microtransit service would require additional fleet to maintain coverage and reliability. Even at a basic level, a functioning on-demand service would require investment in additional vehicles to provide adequate coverage and maintain acceptable wait times. Operating microtransit with a single vehicle would limit the ability to control wait times and respond to service interruptions, as backup vehicles are essential for maintaining quality and reliability. Ensuring that level of service would necessitate purchasing additional fleet, thereby increasing rather than decreasing total system costs.

Peer agency programs do not offer directly transferable examples for WestCAT. Each operates within a different geographic, financial, or institutional context. Tri Delta’s zones have higher population density, LAVTA relies on TNC partnerships rather than dedicated staff and vehicles, and Richmond’s shuttle functions as a local circulator rather than a system replacement. These differences limit their applicability to WestCAT’s conditions.

RECOMMENDATION

Given the goal of the WestCAT Evolution project to develop cost-neutral service recommendations that effectively respond to community needs, introducing a new microtransit service does not represent a practical or cost-effective solution at this time. The combination of added administrative overhead, higher capital and operating costs, and likely lower passenger throughput makes the model an unsuitable fit for WestCAT’s service area and operating scale. The potential for ridership loss further supports the recommendation that WestCAT should not pursue implementation of microtransit service at this time.

Endnotes

- 1 - Tri Delta Transit. *Tri MyRide Program Overview*. Accessed October 2025.
- 2 - Metropolitan Transportation Commission. *LAVTA Triennial Performance Audit (2024)*.
- 3 - City of Richmond. *Richmond Moves Program Description*. Accessed October 2025.
- 4 - An alternative approach for serving the Waterfront area would be to extend Route 15, an opportunity which will be presented separately.

WestCAT Evolution

ADA Paratransit & Senior Dial-a-Ride OPPORTUNITIES & RECOMMENDATIONS

Draft for Board Review

November 5, 2025

TABLE OF CONTENTS

Introduction.....	1
Travel Patterns	2
Opportunities.....	3
Improve the Telephone Booking and Customer Service Experience	3
Regularly Scheduled Group Trips	3
Divide Dispatcher Responsibilities between Fixed Route and DAR Programs	4
Regional Planning & Upcoming Mobility Management Programs	5
Increase Community Awareness & Understanding	5
Recommendations	6

INTRODUCTION

WestCAT operates two shared-ride, demand-response services that use the same vehicles and drivers: Americans with Disabilities Act (ADA) Paratransit and Senior Dial-a-Ride. Together, these programs are referred to as “Dial-a-Ride”(DAR) by WestCAT. Both services provide curb-to-curb service for passengers who are unable to use fixed-route buses due to age or disability. Rides are typically booked by phone one to three days in advance, and subscription trips are available for passengers who travel regularly to the same destination. The service area extends beyond the ADA-required three-quarter-mile boundary around fixed routes to cover the entire WestCAT service area.

ADA Paratransit is open to riders with qualifying disabilities who complete the eligibility process, while Senior Dial-a-Ride is available to any resident aged 65 or older. Fares for both programs are set below the regional average at \$1.25 per one-way trip within the service area or, \$10 for a 10-ride sheet. One-way trips to Richmond and San Pablo are \$3 or \$25 for a 10-ride sheet. The programs also participate in regional coordination efforts, including the “One-Seat Ride” pilot, which allows ADA passengers to travel across multiple service areas without transferring, and the Low-Income Fare Equity (LIFE) pilot, which provides a limited number of free trip vouchers to eligible riders.

Feedback on Dial-a-Ride services was gathered through multiple public engagement activities conducted between January and March 2025, including:

- Structured telephone interviews with active ADA Paratransit and Senior DAR users
- Discussions at the Hercules Spring into Wellness Fair
- Presentation and discussion at Pinole Senior Center
- Open-ended comments received from the onboard passenger surveys referencing Dial-a-Ride service
- Customer service request logs from WestCAT’s rider comment portal

The most direct input was received through 27 structured interviews that conducted with current DAR riders. The interviews averaged ten minutes in length and covered topics such as trip booking, reliability, comfort, and customer service. Responses were analyzed thematically to identify common strengths and challenges.



TRAVEL PATTERNS

Due to the compact size of the WestCAT service area, trips on DAR are relatively short. Looking at three months of DAR trip data, the average trip distance is 3.2 miles. The average length of time between arrival at passengers' pickup locations and departure from their dropoff locations is 21 minutes. Most trips occur midday with 64% between 9 a.m. and 3 p.m.

The most common (non-single-family residential) destinations for DAR trips are to shopping, medical, education, senior center, and group residential locations.

In order with the most common at the top, they are:

- Target, Pinole - this is also where transfers to East Bay Paratransit are made
- Davita Dialysis, Pinole
- Cole Vocational School, Pinole
- Hercules Senior Center, Hercules
- Pinole Senior Center, Pinole
- Rite Aid, Hercules
- St Joseph Church, Pinole
- Mobile Home Park, San Pablo
- John Swett High School, Crockett
- Walmart, Richmond
- NIAD, Richmond
- TJ Maxx, Pinole

- Samara Senior Apts, Hercules
- Kaiser Pinole, Pinole
- Pinole Assisted Living, Pinole
- Pinole Valley Park, Pinole
- Rodeo Senior Center, Rodeo

There was an average of 1.8 passenger trips per vehicle revenue hour in FY 2024/25. This metric held steady in July and August of this year, but then jumped to 2.2 passengers per revenue hour in September. WestCAT provided an average of 70 one-way trips per weekday and 37 on Saturdays. Total DAR passenger trips continues to fluctuate between positive and negative percent changes compared to the same period the prior year.

OPPORTUNITIES

Improve the Telephone Booking and Customer Service Experience

Across all DAR feedback sources, trip booking emerged as the most frequently mentioned challenge for Dial-a-Ride passengers. Riders consistently described long hold times when calling to schedule trips, particularly during mid-morning hours. Many of the comments received from current DAR riders related to lack of clarity around telephone wait times and their place in line when on hold. Several participants noted the difficulty of getting through on the phone to confirm or book a return ride after medical appointments or shopping trips, sometimes leading to extended waiting periods.

Stakeholders and community organizations echoed these findings, emphasizing that improvements to the call and scheduling process would make the greatest immediate difference for riders.

The good news is that WestCAT is already in the process of tackling all the above issues by upgrading their telephone system. The new system will add functionality and improve a number of aspects related to receiving and handling all calls, including those related to DAR.

Regularly Scheduled Group Trips

A suggestion that came from community stakeholders was for WestCAT to offer regularly scheduled group trips to shopping destinations for residents of senior and assisted living facilities. This type of service would operate as a coordinated Dial-a-Ride trip for multiple residents from the same residential facility traveling to a shared destination such as a grocery store, pharmacy, or shopping center. WestCAT already offers subscription trips for individual riders who travel to the same place at the same time on a recurring basis, and a group trip program would expand on that concept

by allowing staff at senior facilities to book recurring rides on behalf of several residents at once. Other Bay Area transit agencies have successfully implemented similar programs—for example, Marin Transit’s Catch-A-Ride Group Trips program coordinates regular outings from senior housing communities to shopping and social destinations using shared paratransit vehicles. For WestCAT, a comparable model could involve scheduling a weekly mid-morning group trip from Pinole Assisted Living to nearby destinations such as Sprouts or Trader Joe’s, timed to avoid peak

Dial-a-Ride demand periods. Providing this service could improve mobility and social connection for residents while reducing individual trip demand, making more efficient use of vehicle hours and simplifying scheduling for both riders and staff.

Implementing scheduled group trips could have a modest but positive financial impact on WestCAT's Dial-a-Ride operations. By consolidating multiple individual trips into a single shared ride, the program would reduce total vehicle hours and mileage needed

to serve the same number of passengers, improving productivity and lowering cost per passenger. Regularly scheduled group trips would also allow more efficient vehicle deployment during off-peak periods, balancing daily demand. While additional coordination with senior facilities may require minor administrative time, the overall effect would likely be cost-neutral or slightly cost-saving when compared to multiple separately scheduled trips.

Divide Dispatcher Responsibilities between Fixed Route and DAR Programs

A potential operational improvement that emerged during staff discussions is the idea of dividing dispatcher responsibilities between the Fixed Route and DAR programs. Each program involves a myriad of minute-to-minute tasks and moving parts that must be tracked. Separating them could help make the workload more manageable and reduce the complexity of juggling all at once.

This concept should only be explored after the new phone system is fully in place and operating smoothly. If pursued, it would make sense to test the new arrangement on a trial basis for a defined

period of time to assess its effects on efficiency, coordination, and staff workload. Several factors would need to be evaluated, including the current dispatcher capacity and the ability to maintain coverage during absences or peak activity periods.

If the trial indicated that additional staffing would be required to sustain separate dispatch functions, the financial impact would likely be comparable to the cost of adding one additional full-time dispatcher. Further consideration would be needed to determine whether the benefits of a more specialized dispatch structure would outweigh the added costs.

Regional Planning & Upcoming Mobility Management Programs

The Contra Costa Accessible Transportation Strategic Plan (2021) identifies several programs and initiatives that, once implemented, would positively impact WestCAT's DAR programs. The Plan outlines near- and long-term strategies involving local transit agencies, including efforts to improve connectivity between paratransit providers and reduce the need for transfer trips, expand same-day trip options, and enhance coordination. At the subregional level, the West Contra Costa Transportation Commission (WCCTC)

offers a travel training program for older adults and disabled residents of West County. The program helps participants learn how to use a range of transportation options, including WestCAT buses, BART, ferries, city-operated senior shuttles, and paratransit through orientation sessions and guided travel outings. Together, these efforts demonstrate a growing regional framework that aligns with WestCAT's goals to provide equitable, effective transit service for all.

Increase Community Awareness & Understanding

Community feedback indicated that many residents who could benefit from DAR, particularly older adults and caregivers, are unaware of the service or uncertain about eligibility and booking procedures. While WestCAT's team already conducts outreach through community events and providing information, this effort could be expanded to more directly reach potential users and partner organizations.

Improved communication about how to register, schedule trips, and use fare products would be directly aligned with WestCAT's Key Service Goal to, "Increase the presence of WestCAT in the communities..." The forthcoming Communications and Marketing plan will include specific recommended methods and actions for the DAR programs.

RECOMMENDATIONS

Overall, WestCAT's Dial-a-Ride programs are functioning well, with no major operating issues. The agency provides a higher level of service than required under the ADA by offering the Senior Dial-a-Ride program to all residents aged 65 and older throughout the service area. The fares are also much lower than the ADA allows and compared to other Bay Area paratransit providers. Additionally, the LIFE program further improves access by providing free trips for income-eligible riders.

The upcoming phone system upgrade will address the two main issues identified through community feedback: difficulty getting through to schedule rides and confirming return trips. Once the new system is in place and functioning smoothly, WestCAT may want to test the feasibility of dividing dispatcher responsibilities between the Fixed Route and Dial-a-Ride programs on a trial basis to see if it helps balance workloads and improve customer support.

WestCAT could also explore reaching out to local senior and assisted living communities to offer regularly scheduled group trips to shopping or activity destinations. These could improve mobility and social connection for residents while making efficient use of vehicles and operators.

Finally, the agency should continue participating in regional accessible transit planning and mobility management efforts, such as those identified in the Contra Costa Accessible Transportation Strategic Plan, and carry forward any DAR-related recommendations from the forthcoming communications and marketing plan to increase community awareness and strengthen relationships among stakeholders.

WestCAT Evolution

School Transportation

OPPORTUNITIES & RECOMMENDATIONS

Draft for Board Review

November 6, 2025

TABLE OF CONTENTS

Introduction.....	1
School Trippers	2
Overview	2
10 & 12 Trippers.....	2
J Trippers.....	3
Opportunities.....	3
Consider Morning Trippers on Routes 10 & 12	3
Serve Hercules Transit Center Directly after School Pickup.....	3
Establish Ongoing Coordination with School Representatives	4
Pinole Middle School Coordination and Planning Process.....	5
Background.....	5
Recommended Planning Framework	5
Next Steps	7

INTRODUCTION

As part of WestCAT Evolution, transit service to middle and high schools emerged as an important topic from both the data analysis and public engagement. Feedback from school staff, parents, student passengers, and WestCAT operations staff highlighted a mix of challenges and opportunities related to how students travel to and from schools within the service area. The following section summarizes what was learned about current travel patterns, existing school "tripper" services, and potential opportunities to strengthen coordination and improve transit options for students.

Feedback related to school transportation was gathered through multiple sources, including interviews with key school stakeholder staff, WestCAT

operations staff, and the onboard passenger survey responses. Traffic congestion around schools was a consistent concern across the board. Some students attending middle and high schools within the WestCAT service area travel from outside of it, necessitating transfers between systems. School representatives noted that students and parents have said that the availability of transit routes is not sufficient for getting students to and from school. School representatives also emphasized the need for more promotion of information about existing transit services and collaboration with the district to better understand where students are coming from.

SCHOOL TRIPPERS

Many transit agencies that provide local bus service operate supplemental services referred to as school “trippers,” which are aimed at getting students to and from school. A school tripper is usually an added portion, extension, deviation, or variation of a regular, fixed bus route that is specifically timed to coincide with a particular school’s bell times. In some cases, school trippers are a completely separate route with a very limited schedule. School trippers add capacity to accommodate a rush of students, but are also open to the general public.

WestCAT currently operates school trippers on routes 10, 12, and J, although, many other WestCAT routes, such as routes 11 and 16, serve schools within the service area.

Overview

10 & 12 Trippers

- Two afternoon trippers on each route (in opposite directions), about an hour apart on Monday, Tuesday, Thursday, and Friday
- One afternoon tripper on each route (in opposite directions) on Wednesdays
- No morning trippers

- Tripper routings are reconfigurations of each route that start at the Hercules Middle & High School to pick up students and then deliver them to the surrounding neighborhoods
- Ridership:
 - Trippers on both routes have moderate ridership.
 - Route 12 heads east after picking up students at the school, then winds through the neighborhood, and then about 40% get off at Hercules Transit Center, which is the last stop.
 - Route 10 heads west after picking students up at the school and 62-69% get off at the very next stop, which is at Turquoise Drive and Sycamore Ave. This stop is close to many shopping destinations, but it is also the closest to the Hercules Transit Center, which is about a half-mile walk.

J Trippers

- Two morning trippers (one JL, one JR), arriving at nearly the same time, in the direction coming from BART
- Two afternoon trips (one JL, one JR), leaving at nearly the same time, in the direction towards BART
- Tripper routing is a one-mile deviation south along Tennent Ave from San Pablo Ave to Pinole Valley High School on Pinole Valley Road
- Ridership:
 - The afternoon trippers pickup an average of about 20 students at the school each day and distribute them at various stops along the route, with about 40% getting off at BART.
 - The morning trippers have low to very low ridership.

Opportunities

Consider Morning Trippers on Routes 10 & 12

Data from the onboard passenger survey showed that routes 10 and 12 have higher-than-average proportions of middle and high school

student ridership. The moderate ridership on the afternoon trippers further supports the potential for successful morning tripper service. This would likely only require minor adjustments to the schedules to ensure that the regular routes are aligned with morning school bell times.

Serve Hercules Transit Center Directly after School Pickup

This opportunity involves moving the Hercules Transit Center stop on the Route 10 tripper up from the end of the route to the beginning, right after picking students up at the school. This would better accommodate the current Route 10 tripper riders who get off at Sycamore Ave & Turquoise Drive and then walk to the HTC. It would also provide a much faster connection for the 40% of Route 12 tripper riders who ride the entire route before alighting at the HTC. In both cases, this would save students going to HTC in the afternoons about 15 minutes of travel time. Furthermore, the added convenience of of this connection could potentially attract more student passengers.

Establish Ongoing Coordination with School Representatives

WestCAT could benefit from establishing a more consistent process for coordination with local schools and the West Contra Costa Unified School District (WCCUSD). A regular forum or school transit advisory committee would allow school staff and WestCAT to share information, identify transportation needs, and explore opportunities for improved communication with students and families. Representatives could include staff from middle and high schools within the service area as well as district transportation and communications staff.

Initial outreach could focus on Pinole Valley High School to better understand students' transportation needs, particularly morning travel patterns and factors affecting the low ridership on the J morning trippers.

Alternatively, as discussed later in this section, Pinole Middle School could also serve as an initial focus due to the willingness of school staff to participate.

Discussions could also include how to share information about WestCAT routes and trip planning tools more effectively with students and parents. Collecting data on students' home locations and gathering feedback from school staff would help WestCAT better understand where service or outreach gaps may exist.

Several Bay Area transit agencies have successfully maintained ongoing partnerships with school districts through standing coordination groups. These forums provide a structured way to address emerging transportation needs, share performance data, and align communications efforts.

Further development of this opportunity, including engagement strategies and messaging approaches, will be included in the forthcoming Communications and Marketing Plan.

PINOLE MIDDLE SCHOOL COORDINATION AND PLANNING PROCESS

Background

The Assistant Principal of Pinole Middle School approached WestCAT staff to better understand the school's transportation challenges and potential opportunities for improvement. The Assistant Principal of Pinole Middle School noted that some families face transportation challenges that may affect attendance, particularly for students traveling from nearby neighborhoods such as Hilltop and Montalvin Manor. Current travel options can involve multiple transfers or long walks, and traffic congestion near the school contributes to delays during morning drop-off. The school also identified safety concerns related to heavy traffic along Appian Way and expressed interest in working with WestCAT and local partners to explore ways to make travel to and from school easier and safer for students.

Pinole Middle staff expressed strong interest in collaborating with WestCAT to identify feasible solutions. The Assistant Principal was amenable to surveying parents about transportation needs and shared willingness to help distribute the survey through school newsletters. He also expressed interest in Safe Routes to Schools resources and coordination with city staff to address pedestrian safety. School staff invited WestCAT to participate in

family-oriented events, such as orientation and Back-to-School Night, to provide route information and assist families in identifying safe ways to travel to school.

This collaboration has laid the groundwork for a structured, repeatable process to assess and address school transportation needs. Pinole Middle School offers an opportunity to pilot this process and establish a model for future coordination with other schools in the WestCAT service area.

Recommended Planning Framework

The Assistant Principal of Pinole Middle provided consultant staff with the anonymized home addresses and associated absentee records of each student. These were mapped to explore potential transportation barriers or gaps. The addresses were also mapped to assess whether any correlations existed between rates of absenteeism and the availability of transit or proximity to the school.

The preliminary mapping of student addresses from Pinole Middle showed a wide distribution across the city and surrounding neighborhoods, with no clear geographic clusters of low attendance. The analysis also showed that a large proportion of

students live within walking distance of WestCAT's J route along San Pablo Avenue, which provides a direct connection to stops located about a half mile from the school, or Route 16, which stops right at the school. For these students for whom existing transit routes may be a feasible option, there are opportunities for expanded coordination with the school community to make using existing routes more convenient and improved communication to promote student and family awareness of the options.

The following is a simple, recommended planning framework for improving transit access for schools. This process is derived from Marin Transit's successful School Transportation Program, but is scaled to WestCAT's size and resources. Dependent upon funding and staff resource availability, the scope of this process could include all of WestCAT's middle and high schools, or it could start small by focusing on a single pilot school, such as Pinole Middle.

Step 1: Establish a Collaborative Partnership & Gather Feedback

Begin by building relationships with key partners such as school and district administrators, city staff, and parent or community representatives. Establishing open lines of communication early on helps create a foundation of trust and shared understanding that will support later steps in the planning process. Designate a primary point of contact at each school to coordinate with WestCAT and facilitate ongoing collaboration. Utilize these relationships to gather qualitative input on students'

transportation needs through outreach methods such as parent surveys, attendance at school informational meetings, and conversations with key staff.

Step 2: Collect and Analyze Data

Compile key data such as student addresses, bell schedules, and enrollment by grade level. Overlay this information with WestCAT's routes and known barriers to bike/pedestrian travel, such as freeways. Incorporate the qualitative feedback gathered from the previous step. Locate student clusters that are beyond walking distance but could be reasonably served by existing fixed routes or minor route adjustments. Identify other common barriers to travel that could be addressed through non-transit solutions, such as Safe Routes to Schools programs.

Step 3: Evaluate Routing Options

Using the data analysis, develop one or two candidate service options. For example, extending an existing route or adding a short morning and afternoon deviation in the form of a school tripper. Evaluate each option for travel time, operating cost, and available fleet or driver resources. Ensure that any proposed change fits within the existing service structure.

Step 4: Assess Demand and Community Support

If new school tripper service is deemed to be a viable solution, first survey students and families, through the school or online, to measure likely ridership and gather input on stop locations and timing. Confirm that potential demand meets a minimum viability threshold.

Step 5: Communicate and Build Awareness

Once service options or travel resources have been identified, prioritize making information easily accessible to families. Work with school staff to share route details, maps, and trip-planning guidance through existing communication channels such as parent newsletters, email updates, school websites, and information portals. Attend school events like orientation and Back-to-School Night to answer questions and provide information. Clear, consistent communication will ensure that families are aware of available transit options and helps strengthen trust and collaboration between WestCAT and the school community.

Step 6: Pilot and Evaluate

If data and feedback support a service change, implement a short-term pilot (e.g., one school semester). Track ridership, on-time performance,

and student satisfaction. After the pilot period, determine whether the service should continue, be adjusted, or discontinued based on results.

Next Steps

- Coordinate with the City of Pinole, West Contra Costa Unified School District (WCCUSD), and Safe Routes to School partners to align efforts related to student transportation and safety.
- Present this planning framework to Pinole Middle School and seek agreement to implement it as a pilot.
- Document the process and findings to create a template for future school service requests.
- Evaluate whether this collaborative model could extend to other schools in the WestCAT service area over time.