



Western Contra Costa
Transit Authority

NOTICE OF MEETING

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

DATE: June 15, 2023 (Thursday)
TIME: 6:30 PM
PLACE: Pinole City Chambers,
2131 Pear Street, Pinole CA

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

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

AGENDA

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

B. APPROVAL OF AGENDA

C. PUBLIC COMMUNICATIONS

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

1.0 CONSENT CALENDAR

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

- 1.1 Approval of Minutes of Regular Board Meeting of February 9, and April 20, 2023. **[Action Requested: Approval of Minutes] ***
- 1.2 Approval of Expenditures for April and May 2023. **[Action Requested: Approval of Expenditures] ***
- 1.3 Receive Contractors Monthly Management Report, March 2023. **[Action Requested: Receive and File] ***
- 1.4 WestCAT Marketing Update **[Action Requested: Information Only] ***

- 1.5 Adoption of Resolution 2023-05 Approving the SB1 State of Good Repair Project List for FY 2023-24; Committing to Comply with all Conditions and Requirements set forth in the Certification and Assurances Document and Authorizing General Manager to Submit a Request for Scheduled Allocation of the SB1 State of Good Repair Funds and to Execute the Related Grant Applications, Forms, and Agreements: Project Name, Local Match for Purchase of Replacement Vehicles, (Requested SGR Amount \$88,704). **[Action Requested: Formal Adoption of Resolution 2023-05]** *

2.0 ITEMS FOR BOARD ACTION / DISCUSSION

- 2.1 Presentation and Discussion of 3rd Quarter Financial Data Report **[Action Requested: Information Only]** *
- 2.2 Presentation and Adoption of FY22-23 Adjusted Operations Budget and Proposed FY23-24 Capital and Operations Budget. **[Action Requested: Formal Adoption of Adjusted FY22-23 and Proposed FY23-24 Operations and Capital Budget or Direction to Staff]**. *
- 2.3 Consideration and Adoption of Resolution 2023-06 Authorizing the Filing of an Application with the Metropolitan Transportation Commission for Allocation of Transportation Development Act / State Transit Assistance Funds / Net Bridge Toll Revenues / Feeder Bus Funds and Regional Measure 2 Operating Funds for Fiscal Year 2023/24. **[Action Requested: Formal Adoption of Resolution 2023-06]**. *

3.0 COMMITTEE REPORTS

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

4.0 CORRESPONDENCE

5.0 BOARD COMMUNICATION

6.0 ADJOURNMENT

* Enclosures

Documents provided to a majority of the Board of Directors after distribution of the packet, regarding any item on this agenda, will be made available for public inspection at the Administration Counter at WCCTA located at 601 Walter Avenue, during normal business hours (Pursuant to SB 343 or California Government Code Section 54957.5 -effective July 1, 2008). This information will also be uploaded and posted to the website before the meeting and made available at this link [WestCAT Board of Directors](#). The posting of SB 343 information on this website is in addition to the posting of the information at the legally required locations specified above.

Next Board Meeting Thursday, July 13, 2023

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



Western Contra Costa
Transit Authority

Agenda Item 1.1

WESTERN CONTRA COSTA TRANSIT AUTHORITY

BOARD OF DIRECTORS

REGULAR MEETING MINUTES

February 9, 2023

Regular Meeting

6:30 P.M. via Zoom Conference Call

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

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

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

DIRECTORS PRESENT

Chair Bailey, Vice-Chair Maureen Toms, Tom Hansen, Devin Murphy (excused at 6:37 PM), Chris Kelley (excused at 6:33 PM), Tiffany Grimsley (arrived at 6:33 PM)

STAFF PRESENT

Rob Thompson, General Manager, Rob Petty, IT, Facilities & Fleet Manager, Andramica McFadden, Administrative Services Coordinator, Mike Furnary, Transit Grants and Compliance Manager, Debora Harris, Finance Manager, Yvonne Morrow, Chief Financial and Administrative Officer

GUESTS PRESENT

Treslyian Edwards, General Manager MV Transportation

B. APPROVAL OF AGENDA

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

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

Ayes: 5– Hansen, Toms, Murphy, Bailey, Kelley

C. PUBLIC COMMUNICATIONS

NONE.

1) CONSENT CALENDAR

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

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

Director Grimsley arrived at the meeting at 6:33 PM, and Alternate Director Kelley was excused from participation in the meeting at 6:33 PM.

Ayes: 5– Hansen, Toms, Bailey, Murphy, Grimsley

Abstain: 1– Kelley

2) ITEMS FOR BOARD ACTION I DISCUSSION

2.1 Discussion and Appointment of WCCTA Representative to The Western Contra Costa Transportation Advisory Committee (WCCTAC). Formal Appointment of WCCTA Representative to WCCTAC

Chair Bailey introduced the item, GM Thompson provided a brief staff report.

Following an inquiry to the Board, the Board reported there were no conflicts with the motion to appoint Director Hansen as the WCCTA Representative to WCCTAC.

MOTION: A motion was made by Vice-Chair Toms, seconded by Chair Bailey to Appoint Director Hansen the WCCTA Representative to The Western Contra Costa Transportation Advisory Committee (WCCTAC). The motion was carried by the following vote:

Ayes: 5– Toms, Hansen, Bailey, Murphey, Grimsley

Alternate Director Murphy was excused from participation in the meeting at 6:37 PM.

2.2 Discussion of Transit Operations Funding and BART Feeder Bus Funding. Action Requested: Direction to Staff

Chair Bailey introduced the item. GM Thompson provided the staff report and PowerPoint Presentation.

GM Thompson reported that the previous Wednesday, he along with General Managers from County Connection, Tri-Delta, and CCTA (Contra Costa Transportation Authority), plus their respective Board Chairs went to Sacramento and met with the Contra Costa elected officials to talk about transit funding in general and transit operations funding. With Chair Bailey and Alternate Director Kelley there as the Board Chair of CCTA, West Contra Costa was well represented in those conversations.

GM Thompson shared a PowerPoint presentation and led a discussion on the current negotiations with BART on Feeder Bus Funds. An initial discussion had taken place earlier that week, and a follow-up meeting to finalize a potential deal with to occur soon.

Board Members asked questions and GM Thompson provided additional details and clarifications.

3) COMMITTEE REPORTS

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

GM Thompson provided a report on the following: A return to in-person meetings, Driver Appreciation Day on March 18th, and the update to the Hercules Transit Center agreement with BART and the City of Hercules

3.2 WCCTAC Representative Report. No Action: Information Only.

Director Hansen did not attend the meeting, but Chair Baily and Vice Chair Toms provided a brief update.

BOARD COMMUNICATION

NONE

4) CORRESPONDENCE

NONE.

5) ADJOURNMENT

At 7:23 PM, Chair Bailey adjourned the regular meeting of the WCCTA Board of Directors on February 9, 2023.

The next meeting is scheduled for March 9, 2023.

Dion Bailey, Vice Chair

Date

Robert Thompson, Secretary

Date



Western Contra Costa
Transit Authority

Agenda Item 1.1

WESTERN CONTRA COSTA TRANSIT AUTHORITY

BOARD OF DIRECTORS

REGULAR MEETING MINUTES

April 20, 2023

Regular Meeting

6:30 P.M. Pinole City Council Chambers

The Board of Directors Meeting was held in person.

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

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

DIRECTORS PRESENT

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

STAFF PRESENT

Rob Thompson, General Manager, Rob Petty, IT, Facilities & Fleet Manager, Andramica McFadden, Administrative Services Coordinator, Mike Furnary, Transit Grants and Compliance Manager, Debora Harris, Finance Manager, Yvonne Morrow, Chief Financial and Administrative Officer

GUESTS PRESENT

Treslyian Edwards, General Manager MV Transportation and Shawntel Samuels, Operations Manager MV Transportation

B. APPROVAL OF AGENDA

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

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

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

C. PUBLIC COMMUNICATIONS

NONE.

1) CONSENT CALENDAR

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

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

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

2) ITEMS FOR BOARD ACTION | DISCUSSION

2.1 Presentation and Discussion of 2nd Quarter Financial and Operating Data Report. Action Requested: Information Only

Chair Bailey introduced the item, CFO Morrow provided a brief staff report, stating we are in line to remain well within our approved budget and projected a significant surplus at year-end.

Board members asked clarifying questions and CFO Morrow responded.

2.2 Consideration and Adoption of Resolution 2023-03 Authorizing the Execution of Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) Local Match for Zero-Emission Bus Purchase. Action Requested: Formal Adoption of Resolution 2023-03

Chair Bailey introduced the item. Grants Manager Furnary provided the staff report, giving a brief overview of the LCTOP program and the annual requirements in terms of the required submittal of Board approved documents. He explained that the unused funds would roll over to help future local match requirements for the purchase of Zero Emission Vehicles.

Vice-Chair Toms asked if the funding for the free rides that had been provided in past years would still be available. Grants Manager Furnary responded that we still have some prior year funding available for that purpose. Vice-Chair Toms suggested some of it be used to introduce transit to middle school students with another free ride program.

MOTION: A motion was made by Vice-Chair Toms, seconded by Alternate Director Kelley to Adopt Resolution 2023-03. The motion was carried by the following vote:

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

2.3 Consideration and Adoption of the WCCTA Zero-Emission Rollout Plan. Action Requested: Formal Adoption of Resolution 2023-04 WCCTA Zero Emission Rollout Plan

Chair Bailey introduced the item. Grants Manager Furnary provided the staff report giving a brief overview of the plan, detailing the reasoning behind the staff's approach recommending Hydrogen Fuel Cell vehicles, emphasizing the requirement to adopt a plan by June 30, 2023, and that the adopted plan must be placed before beginning any grant applications for vehicles or infrastructure in order to remain in compliance with Clean Air Act. He concluded that this document can be revisited and revised as new technology and additional options for Clean Air vehicles become more

reliable.

The Board asked questions and Grants Manager Furnary, GM Thompson and IT Manager Petty provided additional detail and clarification on how WCCTA plans to move to Clean Air vehicles and the pros and cons of current electric vehicle technology compared to Hydrogen Fuel Cell technology.

MOTION: A motion was made by Alternate Director Kelley, seconded by Director Sasai to Approve Resolution 2023-04. The motion was carried by the following vote:

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

2.4 Discussion of Upcoming Vehicle Replacement Action Requested: Direction to Staff

Chair Bailey introduced the item. GM Thompson went over the current Board approved vehicle purchases and asked for direction on keeping those plans in place and starting to pursue the replacement of (6) 35ft diesel vehicles and up to 12 gas-powered Cut-a-way vehicles. GM Thompson also updated the Board on the unavailability of Double Decker Vehicles and the need to seek an alternative vehicle type.

GM Thompson clarified some of the available funding and the increases in vehicle costs over the past couple of years.

The Board asked some clarifying questions on funding and the process to procure vehicles, which GM Thompson and IT Manager Petty answered.

The Board provided general direction for staff to move forward with the previously approved vehicle purchases.

Chair Bailey acknowledged that this was the first in-person WestCAT meeting since the federal emergency orders had been lifted, and thanked WestCAT staff and the Pinole TV staff for ensuring the meeting ran smoothly.

3) COMMITTEE REPORTS

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

GM Thompson provided an update on the upcoming Transit General Manager Transit Trip, the agreement, and updates occurring at Hercules Transit Center, particularly in regards to how to pay for parking, and gave an update on Regional Measure 3 (RM3) funding, both Capital and Operating.

3.2 WCCTAC Representative Report. No Action: Information Only.

Director Hansen provided an update on the *fiscal cliff* discussion that occurred at the WCCTAC Board Meeting.

BOARD COMMUNICATION

Vice-Chair Toms asked for an update on the recruitment process for the unfilled WCCTA Board seats for the Tara Hills, and Rodeo/Crockett areas. Staff responded.

Alternate Director Kelley updated the Board on the Contra Costa Transportation Authority's (CCTA) automated vehicle pilot program at Bishop Ranch.

4) **CORRESPONDENCE**

NONE.

5) **ADJOURNMENT**

Chair Bailey again thanked the team who put together the in-person meeting and noted that a hybrid option would be in place going forward. At 7:49 PM, Chair Bailey adjourned the regular meeting of the WCCTA Board of Directors on April 20, 2023.

The next meeting is scheduled for May 11, 2023.

Dion Bailey, Chair

Date

Robert Thompson, Secretary

Date

AGENDA ITEM 1.2WCCTA - WestCAT
Purchase Journal

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
4/24/23	51200-10 Rentals & Leases, Operations 20100 Accounts Payable	ARO0002069	Jan - Mar TC Bus bay rental AC Transit	24,045.00	24,045.00
4/11/23	50300-43 O/S Service, Non-Veh, Compu 20100 Accounts Payable	23	IT work (4/11 - 4/15/23) Alexander L Petty	800.00	800.00
4/18/23	50300-43 O/S Service, Non-Veh, Compu 20100 Accounts Payable	24	IT work (4/18 - 4/22/23) Alexander L Petty	800.00	800.00
4/13/23	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	000019803859	Mar & Apr phone svc (3/13 - 4/12/23) Mar & Apr phone svc (3/13 -4/12/23) AT&T	102.60 51.30	153.90
2/14/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	22645	Service call for air compression East Bay Automotive Equipment, LLC	1,780.00	1,780.00
4/2/23	50300-10 Outside Services, Operations 20100 Accounts Payable	T152190	Annual permit renewal Bay Area Air Quality Management	483.00	483.00
4/4/23	50499-41 Other Mat & Supplies, Veh Ma 50902-60 Travel Expense, Admin 50499-43 OtherMat&Sup-Non-Veh, Co 50902-60 Travel Expense, Admin 50401-10 Fuel & Lubricants 50499-42 Other Mat&Suppl, Non-Veh 50908-10 Marketing & Advertising, Ope 50300-43 O/S Service, Non-Veh, Compu 50908-10 Marketing & Advertising, Ope 50300-43 O/S Service, Non-Veh, Compu 50300-43 O/S Service, Non-Veh, Compu 50499-42 Other Mat&Suppl, Non-Veh 50902-60 Travel Expense, Admin 50902-60 Travel Expense, Admin 50499-42 Other Mat&Suppl, Non-Veh 50902-60 Travel Expense, Admin 50908-10 Marketing & Advertising, Ope 50410-10 Postage, Operations 50410-60 Postage, Admin	Stmt 3/5 - 4/4/23	Lowe's (vehicle maintenance materials & supplies) Hyatt Resort (CALACT 2023 Spring conference - Deposit) Walmart.com (Dispatch IT repair-non-vehicle parts) CALACT (2023 Spring Conference) Oliver's Hardware (Fuel for forklift) The Home Depot (building maintenance) Twilio Inc. (Emergency messaging for ridership) Dropbox (recurring mthly billing for 8 licenses) Twilio Inc. (emergency messaging for ridership) Zoom (recurring monthly billing) Microsoft (Office 365 Business premium monthly fee for additional support) Walmart.com (Building maintenance) Allianz Insurance (CALACT 2023 Spring conf-trip insurance) Amtrak (Transportation for CALACT conference). Lowe's (Building maintenance) FSP*CTA (CTA 2023 Spring Legislative conference) Amazon business (Transit Operator Appreciation Day) Stamps.com (recurring mthly service charge) Stamps.com (recurring mthly service charge)	59.29 390.04 257.34 665.00 43.92 96.61 50.10 240.00 50.05 14.68 5.00 32.89 19.00 94.00 20.52 220.00 1,000.00 16.66 8.33	

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	20100 Accounts Payable		Bank of America Business Card		3,283.43
4/7/23	10204 A/R Accrual - MV Liability In 20100 Accounts Payable	14-2023-Mar	Mar ins & admin fee	1,202.28	
			CalTIP		1,202.28
4/13/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4152436193	April uniform	776.46	
			Cintas Corporation		776.46
4/20/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4153145552	Apr uniforms	619.46	
			Cintas Corporation		619.46
4/11/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-798904	DEF & Mobil	3,187.98	
			FleetPride		3,187.98
4/17/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-803390	Mobil	1,251.69	
			Flyers Energy, LLC (RCP)		1,251.69
4/24/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-808695	Anti-freeze & DEF	1,999.21	
			Flyers Energy, LLC (RCP)		1,999.21
4/18/23	10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	41031922	Vehicle parts (unit 409) DOA 7.14.22	39.78	
			Gillig LLC		39.78
4/14/23	50300-60 Outside Services, Admin 20100 Accounts Payable	1345690	Mar legal svcs	5,292.15	
			Hanson Bridgett LPP		5,292.15
5/1/23	50215-60 Fringe Benefits, Admin 50215-43 Fringe Benefits, Non-Veh, Co 20100 Accounts Payable	5/2023	May dental insurance	619.00	
			May dental insurance	54.52	
			Health Care Dental		673.52
4/7/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	349293FOW	Vehicle parts	184.33	
			Hilltop Ford		184.33
4/17/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	349453FOW	Vehicle parts	175.55	
			Hilltop Ford		175.55
4/10/23	50402-10 Tires & Tubes 20100 Accounts Payable	156856	Apr tires	1,090.77	
			J & O's Commercial Tire Center		1,090.77
4/24/23	50402-10 Tires & Tubes 20100 Accounts Payable	157205	Apr tires	3,834.68	
			J & O's Commercial Tire Center		3,834.68
4/6/23	50300-42	11725	Qtrly hydro jet drain cleaning	675.00	

WCCTA - WestCAT
Purchase Journal

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	Outside Service, Non-Veh Mai 20100 Accounts Payable		Kurt's Plumbing & Heating		675.00
4/18/23	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	2637	Svc call for Bus wash & overloads - TDA Makai Solutions	2,359.14	2,359.14
4/11/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	11855931	Vehicle parts Pape Kenworth	510.27	510.27
4/13/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	11860248	Vehicle parts (unit 601) Pape Kenworth	398.69	398.69
4/13/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	11861361	Vehicle parts (unit 201) Pape Kenworth	8,532.25	8,532.25
4/20/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	11875294	Vehicle parts Pape Kenworth	453.05	453.05
4/25/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	11884283	Vehicle parts Pape Kenworth	649.94	649.94
4/25/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	11884307	Vehicle parts (unit 171) Pape Kenworth	786.83	786.83
4/19/23	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	4/2023	Apr gas & electric Apr gas & electric PG & E	3,196.50 1,598.25	4,794.75
4/21/23	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	4/2023	Apr gas & electric Apr gas & electric Pacific Gas & Electric	10.57 5.29	15.86
4/10/23	50300-10 Outside Services, Operations 20100 Accounts Payable	40251	Airtime (Apr - Jun 2023) Precision Wireless Service	7,767.68	7,767.68
4/21/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	84934	Maintenance work order forms Prestige Printing & Graphics	682.65	682.65
3/31/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	044-002477 3/2023	Jan - Mar underground storage State Board of Equalization	1,748.00	1,748.00
3/31/23	50401-10 Fuel & Lubricants 20100	057-416014 3/2023	Jan- Mar Diesel Tax State Board of Equalization	794.00	794.00

WCCTA - WestCAT
Purchase Journal

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	Accounts Payable				
4/12/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	82995102	Vehicle parts (unit 601) The Aftermarket Parts Company, LLC	4,527.17	4,527.17
4/19/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	83002312	Vehicle parts (unit 601) The Aftermarket Parts Company, LLC	4,121.50	4,121.50
4/18/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	838214	Diesel Western States Oil CO.	30,227.73	30,227.73
4/25/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	838441	Diesel & Gas Western States Oil CO.	30,446.00	30,446.00
4/11/23	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	35609811	Apr pest control maintenance Apr pest control maintenance Western Exterminator Co.	120.87 60.43	181.30
4/14/23	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	I500-00919457	Waste pickup World Oil Environmental Services	45.00	45.00
				151,390.00	151,390.00
				151,390.00	151,390.00

WCCTA - WestCAT

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
4/25/23	50300-43 O/S Service, Non-Veh, Compu 20100 Accounts Payable	25	IT work (4/18 - 4/22/23) Alexander L Petty	1,050.00	1,050.00
5/2/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	26	IT work (5/2 - 5/6/23) Alexander L Petty	1,000.00	1,000.00
5/9/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	27	IT & facility work (5/9 - 5/13/23) Alexander L Petty	1,000.00	1,000.00
5/1/23	50499-41 Other Mat & Supplies, Veh Ma 50499-42 Other Mat&Suppl, Non-Veh 50499-43 OtherMat&Sup-Non-Veh, Co 50499-60 Other Mat & Supplies, Admin 50903-60 Fees, Admin 20100 Accounts Payable	1X16-NPQN-NLDK	Vehicle maintenance tools Facilities supplies Computer supplies Office Supplies Taxes Amazon Capital Services, Inc.	788.74 756.91 3,452.58 39.99 491.22	5,529.44
5/5/23	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	20583320	Security monitoring (6/1 - 8/31/23) Security monitoring (6/1 - 8/31/23) Bay Alarm Company	89.36 44.68	134.04
5/11/23	10204 A/R Accrual - MV Liability In 20100 Accounts Payable	14-2023-Apr	Apr ins & admin fee CalTIP	473.64	473.64
4/20/23	50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	7991561	Janitorial supplies Brady Industries	917.71	917.71
4/27/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	137368	Vehicle parts Chuck's Brake & Wheel	2,066.68	2,066.68
5/10/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	1515	Degreaser for mechanics Cinchem LLC	1,150.04	1,150.04
5/15/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	1517	Cleaning supplies Cinchem LLC	1,175.48	1,175.48
4/27/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	4153849877	April uniform Cintas Corporation	619.46	619.46
5/4/23	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	4154547446	May uniform Cintas Corporation	619.46	619.46
5/11/23	50499-41	4155243544	May uniform	606.34	

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	Other Mat & Supplies,Veh Ma 20100 Accounts Payable		Cintas Corporation		606.34
5/1/23	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	001000717706	May fiber network (5/1 - 5/31/23)	1,066.67	
			May fiber network (5/1 - 5/31/23)	533.33	
			Comcast Business		1,600.00
5/1/23	50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable	12671	May LTD	717.29	
			May Supplemental ins.	197.60	
			BCC		914.89
4/26/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	58641	Vehicle parts	2,162.08	
			Diesel Marine Electric		2,162.08
5/1/23	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	58645	Vehicle parts	3,067.51	
			Diesel Marine Electric		3,067.51
5/1/23	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	52926 4/2023	Water service (2/24 - 4/26/23)	263.79	
			Water service (2/24 - 4/26/23)	131.89	
			East Bay Municipal Utility District		395.68
5/2/23	50500-60 Utilities, Admin 50500-10 Utilities, Operations 20100 Accounts Payable	529339 4/2023	Water service (2/24 - 4/26/23)	323.43	
			Water service (2/24 - 4/26/23)	646.87	
			East Bay Municipal Utility District		970.30
5/1/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-814392	DEF	950.72	
			Flyers Energy, LLC (RCP)		950.72
5/9/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-820825	Anti-freeze	337.59	
			Flyers Energy, LLC (RCP)		337.59
5/9/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	23-820826	DEF	950.72	
			Flyers Energy, LLC (RCP)		950.72
5/2/23	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	INV0194	Apr cleaning services	2,301.00	
			GCI JANITORIAL SERVICES		2,301.00
5/1/23	10400 Prepaid Expenses 20100 Accounts Payable	23-161	Annual subscription (7/1/23 - 6/30/24)	5,388.00	
			GoGovApps		5,388.00
5/10/23	50300-60 Outside Services, Admin 20100 Accounts Payable	1347772	April legal services	5,022.75	
			Hanson Bridgett LPP		5,022.75

WCCTA - WestCAT
Purchase Journal

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
6/1/23	50215-60 Fringe Benefits, Admin	332247	Jun dental ins	619.00	
	50215-43 Fringe Benefits, Non-Veh, Co		Jun dental ins	54.52	
	20100 Accounts Payable		Health Care Dental		673.52
4/27/23	50499-41 Other Mat & Supplies,Veh Ma	349964FOW	Vehicle parts	125.73	
	20100 Accounts Payable		Hilltop Ford		125.73
5/10/23	50499-41 Other Mat & Supplies,Veh Ma	350393FOW	Vehicle parts	331.39	
	20100 Accounts Payable		Hilltop Ford		331.39
5/3/23	50402-10 Tires & Tubes	157427	May tires	3,497.64	
	20100 Accounts Payable		J & O's Commercial Tire Center		3,497.64
6/1/23	50215-43 Fringe Benefits, Non-Veh, Co	6/2023	Jun medical ins	1,253.27	
	50215-60 Fringe Benefits, Admin		Jun medical ins	9,236.61	
	20100 Accounts Payable		Kaiser Foundation Health Plan, Inc.		10,489.88
5/5/23	50499-41 Other Mat & Supplies,Veh Ma	101025765	Vehicle parts	392.97	
	20100 Accounts Payable		Kimball Midwest		392.97
5/1/23	50110-60 ADA, Sec 15 Data, SRTP, Ad	015760	Job classification, planning & development	4,987.50	
	20100 Accounts Payable		Koff & Associates		4,987.50
4/29/23	50499-41 Other Mat & Supplies,Veh Ma	435907	Vehicle parts	9,777.36	
	20100 Accounts Payable		Lim Automotive Supply Inc.		9,777.36
4/30/23	50600-10 Insurance, Operations	4/2023	Apr liability ins	15,537.43	
	50800-41 Purchased Transp, Veh Maint		Apr maintenance	87,856.00	
	50800-10 Purchased Transportation, Ope		Less: Credit for Road Supervisors		12,230.25
	50800-10 Purchased Transportation, Ope		Apr service	581,967.76	
	50800-10 Purchased Transportation, Ope		Less: Apr estimate		651,936.00
	20100 Accounts Payable		MV Transportation		21,194.94
5/2/23	50800-10 Purchased Transportation, Ope	123498	Estimated May service	683,952.00	
	20100 Accounts Payable		MV Transportation		683,952.00
4/25/23	50499-41 Other Mat & Supplies,Veh Ma	11896409	Vehicle parts (unit 165)	73.75	
	20100 Accounts Payable		Pape Kenworth		73.75
5/8/23	50499-41 Other Mat & Supplies,Veh Ma	11912385	Vehicle parts (unit 410)	2,763.49	
	20100		Pape Kenworth		2,763.49

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable				
5/6/23	51200-60 Rentals & Leases, Admin	79782568	May copier	320.77	
	50903-60 Fees, Admin		May copier	15.04	
	20100 Accounts Payable		Pacific Office Automation/Lease		335.81
5/1/23	50300-42 Outside Service, Non-Veh Mai	62682	May landscaping	591.34	
	20100 Accounts Payable		Pacific Site Management		591.34
4/30/23	50501-10 Telephone, Operations	INV-20460-42023	Apr phone svc	743.97	
	50501-60 Telephone, Admin		Apr phone svc	371.98	
	20100 Accounts Payable		STREAMS		1,115.95
4/30/23	50500-10 Utilities, Operations	0851-154806170	Apr garbage	588.48	
	50500-60 Utilities, Admin		Apr garbage	294.24	
	20100 Accounts Payable		Republic Services #851		882.72
3/29/23	11105 Oper, Maint & Admin Facility	13	Final payment Bus wash project - (TDA)	86,362.03	
	20100 Accounts Payable		Saboo Inc.		86,362.03
5/12/23	50300-42 Outside Service, Non-Veh Mai	6258	Cleaned drive belt	3,188.11	
	20100 Accounts Payable		Superior Undergroud Tank Serv.		3,188.11
4/21/23	50300-10 Outside Services, Operations	4/2023	Apr DAR, Tablets & Phones	2,410.42	
	20100 Accounts Payable		T-MOBILE		2,410.42
5/1/23	50300-42 Outside Service, Non-Veh Mai	32635	Fuel filtration	2,465.00	
	20100 Accounts Payable		Tank Specialist of California		2,465.00
2/28/23	50300-10 Outside Services, Operations	INV0000001230	RTA project (Tasks 593-2)	1,200.00	
	20100 Accounts Payable		TransTrack Systems, Inc.		1,200.00
3/31/23	50300-10 Outside Services, Operations	INV0000001266	Mar maintenance & support	4,137.50	
	20100 Accounts Payable		TransTrack Systems, Inc.		4,137.50
4/22/23	50903-60 Fees, Admin	0000V446E9163	Late fee	5.62	
	20100 Accounts Payable		UPS		5.62
5/28/23	50499-42 Other Mat&Suppl, Non-Veh	200670	Balcrank oil pump for facility	934.96	
	20100 Accounts Payable		Walkers Hydraulics, Inc.		934.96
5/2/23	50401-10 Fuel & Lubricants	838633	Diesel	29,933.62	
	20100		Western States Oil CO.		29,933.62

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable				
5/11/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	838962	Diesel Western States Oil CO.	30,252.95	30,252.95
4/25/23	50401-10 Fuel & Lubricants 20100 Accounts Payable	838441	Diesel & Gas Western Exterminator Co.	30,446.00	30,446.00
5/4/23	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	44899480	May pest control May pest control Western Exterminator Co.	120.87 60.43	181.30
				1,637,273.28	1,637,273.28
				1,637,273.28	1,637,273.28



Monthly Management Report Summary

March, FY 22/23

AGENDA ITEM 1.3

System & Program Summary

	March FY 22/23	March FY 21/22	% Change	Year-To-Date FY 22/23	Year-To-Date FY 21/22	% Change
System Total						
Total Passengers	62,861	54,431	15.5	491,223	383,673	28.0
Revenue Passengers	54,494	48,506	12.3	369,751	296,937	24.5
Weekday Total Passengers	59,979	51,950	15.5	458,134	358,487	27.8
Saturday Total Passengers	1,822	1,604	13.6	21,713	16,177	34.2
Sunday Total Passengers	1,060	877	20.9	11,376	9,009	26.3
Weekday Average Passengers	2,608	2,259	15.4	2,411	1,877	28.4
Saturday Average Passengers	456	401	13.7	493	395	24.8
Sunday Average Passengers	265	219	21.0	265	205	29.3
Vehicle Revenue Hours	7,134.84	7,296.29	-2.2	59,167.16	58,536.24	1.1
Total Vehicle Hours	7,590.59	7,764.79	-2.2	62,869.62	62,221.56	1.0
Revenue Vehicle Miles	119,673.5	121,017.1	-1.1	997,449.8	963,268.3	3.5
Total Miles	140,188.0	145,263.0	-3.5	1,164,088.8	1,146,454.9	1.5
Dial-A-Ride Program						
Number of Weekdays	23	23	0.0	187	189	-1.1
Number of Saturdays	4	4	0.0	44	41	7.3
Total Passengers	1,614	1,802	-10.4	14,196	13,976	1.6
Revenue Passengers	1,501	1,740	-13.7	11,745	11,781	-0.3
Weekday Total Passengers	1,476	1,650	-10.5	12,605	12,361	2.0
Saturday Total Passengers	138	152	-9.2	1,591	1,615	-1.5
Weekday Average Passengers	64	72	-11.1	67	65	3.1
Saturday Average Passengers	35	38	-7.9	36	39	-7.7
Vehicle Revenue Hours	843.56	997.38	-15.4	7,253.37	7,435.12	-2.4
Total Vehicle Hours	887.50	1,050.75	-15.5	7,659.69	7,926.29	-3.4
Productivity	1.91	1.81	5.5	1.96	1.88	4.3
Revenue Vehicle Miles	8,790.9	9,853.0	-10.8	77,487.6	73,841.2	4.9
Total Miles	9,734.7	11,046.5	-11.9	86,648.5	83,734.5	3.5
Express Routes Program						
Number of Weekdays	23	23	0.0	187	189	-1.1
Number of Saturdays	4	4	0.0	44	41	7.3
Number of Sundays	4	4	0.0	43	44	-2.3
Total Passengers	26,320	21,393	23.0	204,951	158,430	29.4
Revenue Passengers	22,842	19,134	19.4	156,593	125,338	24.9
Weekday Total Passengers	23,957	19,430	23.3	178,081	138,462	28.6
Saturday Total Passengers	1,303	1,086	20.0	15,494	10,959	41.4
Sunday Total Passengers	1,060	877	20.9	11,376	9,009	26.3
Weekday Average Passengers	1,042	845	23.3	952	733	29.9
Saturday Average Passengers	326	272	19.9	352	267	31.8
Sunday Average Passengers	265	219	21.0	265	205	29.3
Vehicle Revenue Hours	2,309.27	2,310.96	-0.1	19,358.54	18,991.69	1.9
Total Vehicle Hours	2,463.73	2,467.42	-0.1	20,593.30	20,192.57	2.0
Productivity	11.40	9.26	23.1	10.59	8.34	27.0
Revenue Vehicle Miles	36,006.9	36,091.2	-0.2	302,832.5	284,842.6	6.3
Total Miles	38,775.5	38,898.3	-0.3	325,025.8	306,466.3	6.1



Monthly Management Report Summary

March, FY 22/23

System & Program Summary

	March FY 22/23	March FY 21/22	% Change	Year-To-Date FY 22/23	Year-To-Date FY 21/22	% Change
Local Fixed Routes Program						
Number of Weekdays	23	23	0.0	187	189	-1.1
Number of Saturdays	4	4	0.0	44	41	7.3
Total Passengers	19,271	17,670	9.1	153,429	122,822	24.9
Revenue Passengers	15,030	14,262	5.4	102,775	84,597	21.5
Weekday Total Passengers	18,890	17,304	9.2	148,801	119,219	24.8
Saturday Total Passengers	381	366	4.1	4,628	3,603	28.4
Weekday Average Passengers	821	752	9.2	796	631	26.1
Saturday Average Passengers	95	92	3.3	105	88	19.3
Vehicle Revenue Hours	2,795.09	2,814.85	-0.7	22,894.01	23,067.32	-0.8
Total Vehicle Hours	2,945.49	2,966.57	-0.7	24,073.21	24,240.34	-0.7
Productivity	6.89	6.28	9.7	6.70	5.32	25.9
Revenue Vehicle Miles	39,892.6	40,089.9	-0.5	328,653.7	339,568.6	-3.2
Total Miles	42,737.5	42,954.1	-0.5	351,240.4	362,225.5	-3.0
Transbay Lynx Program						
Number of Weekdays	23	23	0.0	190	191	-0.5
Total Passengers	15,656	13,566	15.4	118,647	88,445	34.1
Revenue Passengers	15,121	13,370	13.1	98,638	75,221	31.1
Weekday Total Passengers	15,656	13,566	15.4	118,647	88,445	34.1
Weekday Average Passengers	681	590	15.4	624	463	34.8
Vehicle Revenue Hours	1,186.92	1,173.10	1.2	9,661.24	9,042.11	6.8
Total Vehicle Hours	1,293.87	1,280.05	1.1	10,543.42	9,862.36	6.9
Productivity	13.19	11.56	14.1	12.28	9.78	25.6
Revenue Vehicle Miles	34,983.0	34,983.0	0.0	288,476.0	265,015.9	8.9
Total Miles	36,935.7	36,935.7	0.0	304,581.4	280,481.4	8.6

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation

Month & Fiscal Year- March 2023

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 11,362.75	\$ 94,143.00	\$ -	\$ 3,620.75	\$ 7,742.00
Cash Fare - Senior & Disabled	\$ 3,513.75	\$ 27,424.50	\$ 883.75	\$ 610.25	\$ 2,019.75
Cash Fare - Transfers	\$ 1,630.00	\$ 9,932.50	\$ 11.50	\$ 35.50	\$ 1,583.00
Cash Fare - Regional Paratransit	\$ 312.00	\$ 2,376.00	\$ 312.00		
Cash Fare - Local Day Pass Sales	\$ 1,816.00	\$ 14,910.50		\$ 5.00	\$ 1,811.00
Total Estimated Cash (a)	\$ 18,634.50	\$ 148,786.50	\$ 1,207.25	\$ 4,271.50	\$ 13,155.75
Over/(Short) Cash Count	\$ 1.08	\$ 10.54	\$ 0.31	\$ 0.80	\$ (0.03)
Bank Deposit Corrections	\$ -	\$ -			
Subtotal Cash Fare Deposit	\$ 18,635.58	\$ 148,797.04	\$ 1,207.56	\$ 4,272.30	\$ 13,155.72
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 1,270.00	\$ 6,000.00	\$ 1,270.00		
Clipper Sales	\$ 382.00	\$ 4,227.00			\$ 382.00
Lynx 31-Day Pass Sales	\$ 2,030.00	\$ 14,520.00		\$ 2,030.00	
Lynx Stored Ride Pass Sales	\$ 100.00	\$ 1,210.00		\$ 100.00	
Local 31-Day Pass Sales	\$ 1,960.00	\$ 9,000.00			\$ 1,960.00
Local Stored Value Pass Sales	\$ -	\$ -			
Local Day Pass Sales (In-house)	\$ 258.00	\$ 624.00			\$ 258.00
Shopify	\$ 42.00	\$ 279.00	7.00	12.00	\$ 23.00
Over payment	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ -	\$ (140.00)			
Subtotal Prepaid Sales Deposit	\$ 6,042.00	\$ 35,720.00	\$ 1,277.00	\$ 2,142.00	\$ 2,623.00
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
CCC Nutrition Tickets	\$ 98.00	\$ 594.00	\$ 98.00		
Lynx B1G1F	\$ 420.00	\$ 2,170.00		\$ 420.00	
Wage Works	\$ 1,120.00	\$ 10,800.00		\$ 1,120.00	
Capital Corridor Vouchers (Annually)	\$ -	\$ -			
511 CC Lynx Promotion	\$ 600.00	\$ 600.00		600.00	
City of Pinole	\$ -	\$ -			
511 CC Summer Youth Pass	\$ -	\$ 930.00			
John Swett 31 Day Passes	\$ -	\$ 10,000.00			
WCCUSD (\$37.00 SBPP)	\$ 3,700.00	\$ 53,650.00			\$ 3,700.00
City of Hercules Parking Permit Program	\$ 199.38	\$ 940.52			\$ 199.38
HTC Parking Combos	\$ 320.00	\$ 1,960.00			\$ 320.00
CCTA Summer Youth Pass	\$ -	\$ 894.93			
Clipper	\$ 84,442.80	\$ 540,921.65		\$ 60,467.17	\$ 23,975.63
CCC Health Services	\$ -	\$ 1,400.00			
Clipper Start - MTC	\$ -	\$ 146.44			
Pass 2 Class Program	\$ -	\$ 28,000.00			
Subtotal Billings	\$ 90,900.18	\$ 653,007.54	\$ 98.00	\$ 62,607.17	\$ 28,195.01
Total Passenger Revenue	\$ 115,577.76	\$ 837,524.58	\$ 2,582.56	\$ 69,021.47	\$ 43,973.73

	Monthly System Total	CYTD
Total Passenger Revenue Last Year	\$ 100,239.41	\$ 823,212.71

**Preventable Accidents per Miles Driven in 12 Month
Period**

March-23

	Miles	Accidents	Frequency 12 Month Period
FR	1,376,172	9	152,908
DAR	143,711	1	143,711

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

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



Passenger & Productivity Statistical Report

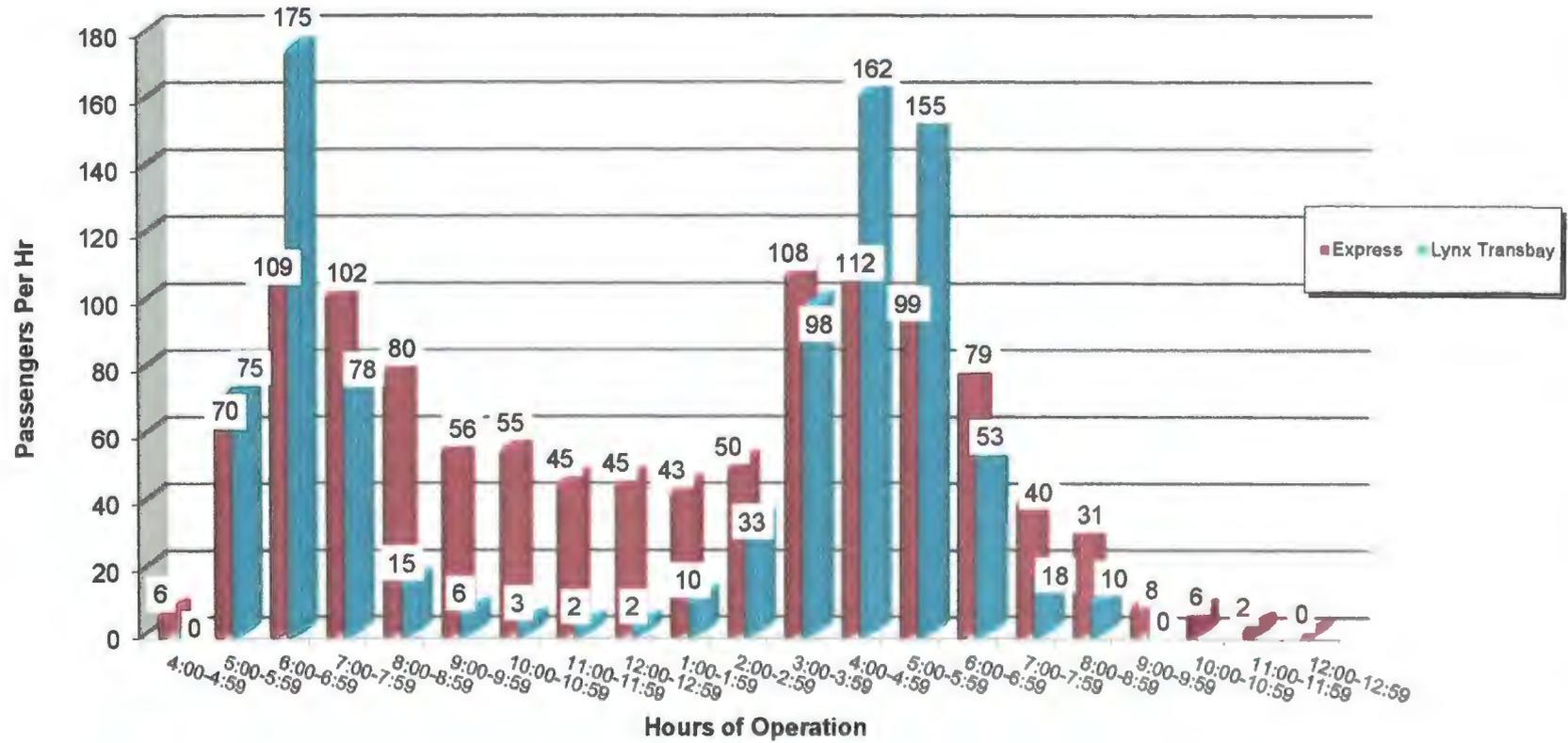
March, FY 22/23

System

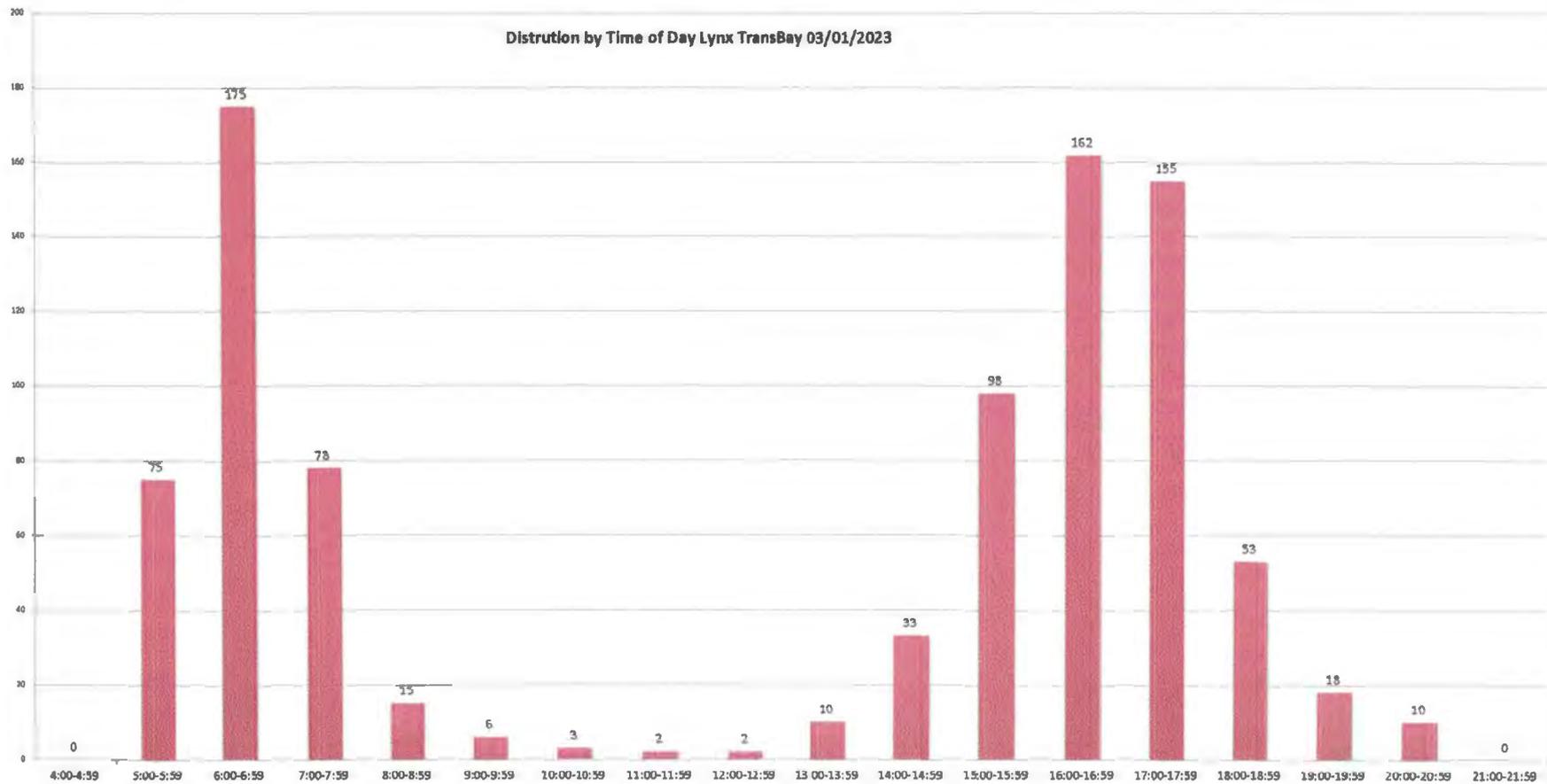
All Routes

Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	March			Fiscal Year To Date			March			Fiscal Year To Date		
	FY 21/22	FY 22/23	% Change	FY 21/22	FY 22/23	% Change	FY 21/22	FY 22/23	% Change	FY 21/22	FY 22/23	% Change
Route 10 Weekday	2,087	2,226	6.7	12,761	17,096	34.0	6.7	7.1	7.4	5.5	7.0	26.8
Route 11 Weekday	2,638	3,199	21.3	21,241	26,197	23.3	6.9	8.4	22.0	6.8	8.5	25.2
Route 11 Saturday	175	184	5.1	1,845	2,330	26.3	3.7	3.8	3.9	3.8	4.4	17.4
Route 11 Total	2,813	3,383	20.3	23,086	28,527	23.6	6.5	7.9	20.8	6.4	7.9	23.9
Route 12 Weekday	2,007	2,058	2.5	12,076	16,620	37.6	6.6	6.8	3.0	5.1	7.0	35.6
Route 15 Weekday	1,198	1,263	5.4	7,792	10,479	34.5	6.1	6.4	4.1	4.5	6.5	45.6
Route 16 Weekday	4,265	4,448	4.3	29,580	32,072	8.4	6.6	6.9	5.1	5.5	6.1	9.8
Route 19 Saturday	191	197	3.1	1,758	2,298	30.7	3.7	3.8	4.1	3.3	4.1	22.7
Route 30Z Weekday	967	1,105	14.3	6,869	9,975	45.2	3.3	3.8	13.9	2.8	4.2	49.2
Route C3 Weekday	4,142	4,591	10.8	28,900	36,362	25.8	7.2	8.1	13.4	6.1	7.9	28.5
Route DAR Weekday	1,650	1,476	-10.5	12,361	12,605	2.0	1.8	1.9	5.5	1.8	1.9	5.0
Route DAR Saturday	152	138	-9.2	1,615	1,591	-1.5	2.0	2.2	10.1	2.2	2.2	-3.5
Route DAR Total	1,802	1,614	-10.4	13,976	14,196	1.6	1.8	1.9	5.9	1.9	2.0	4.1
Route J Weekday	11,040	14,591	32.2	81,466	108,101	32.7	8.1	10.8	32.6	7.7	10.0	29.1
Route J Saturday	1,086	1,303	20.0	10,959	15,494	41.4	8.1	9.6	19.7	7.9	10.4	31.6
Route J Sunday	877	1,060	20.9	9,009	11,376	26.3	6.6	7.9	19.9	6.1	8.0	31.1
Route J Total	13,003	16,954	30.4	101,434	134,971	33.1	8.0	10.5	30.6	7.6	9.8	29.7
Route JPX Weekday	8,390	9,366	11.6	56,996	69,980	22.8	12.2	13.6	11.4	10.2	12.5	22.3
Route LYNX Weekday	13,566	15,656	15.4	88,445	118,647	34.1	11.6	13.2	14.1	9.8	12.3	25.6
Total System-Wide	54,431	62,861	15.5	383,673	491,223	28.0	7.5	8.8	18.1	6.6	8.3	26.7

**Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day
Date:03/01/2023**



Distrution by Time of Day Lynx TransBay 03/01/2023



WESCAT LYNX TRANSBAY 3YR STATS



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

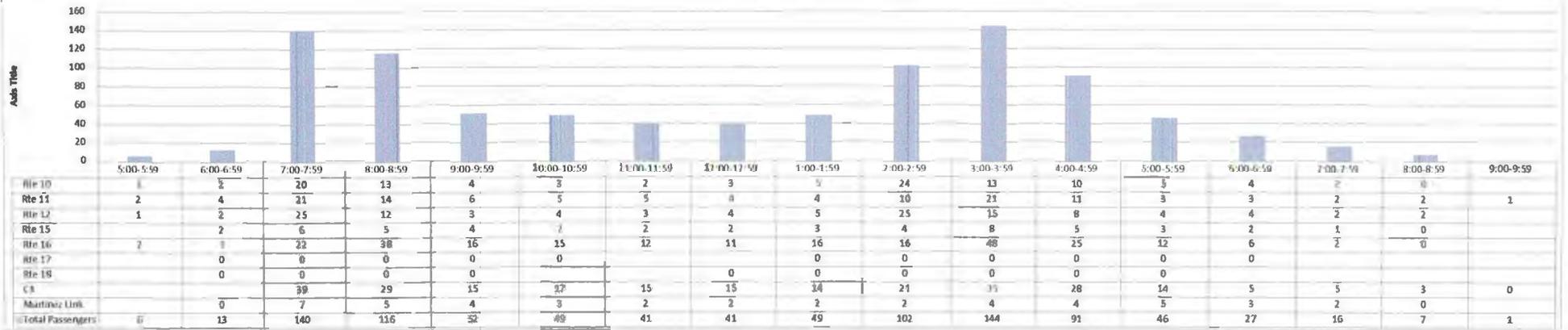
Distribution by Time of Day - Fixed Route

Date: 3/1/2023

	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	1:00-1:59	2:00-2:59	3:00-3:59	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59
Rte 10	1	2	20	13	4	3	2	3	5	24	13	10	5	4	2	0	
Rte 11	2	4	21	14	6	5	5	4	4	10	21	11	3	3	2	2	1
Rte 12	1	2	25	12	3	4	3	4	5	25	15	8	4	4	2	2	
Rte 15		2	6	5	4	2	2	2	3	4	8	5	3	2	1	0	
Rte 16	2	3	22	38	16	15	12	11	16	16	48	25	12	6	2	0	
Rte 17		0	0	0	0	0			0	0	0	0	0	0			
Rte 18		0	0	0	0			0	0	0	0	0	0				
C3			39	29	15	17	15	15	14	21	35	28	14	5	5	3	0
Martinez Link		0	7	5	4	3	2	2	2	2	4	4	5	3	2	0	
Total Passengers	6	13	140	116	52	49	41	41	49	102	144	91	46	27	16	7	1

Total Route 10	111
Total Route 11	118
Total Route 12	119
Total Route 15	49
Total Route 16	244
Total Route 17	0
Total Route 18	0
Total C3	255
Martinez Link	45
Total	941

Distribution By Time Of Day Fixed Route 03/01/2023



Distribution by Time of Day - WestCAT Express

Date: 3/1/2023

	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
JX		0	0	0	0							0	0	0	0	0	
JPX		30	47	45	15	18	18	17	15	18	22	42	48	39	31	15	11
J	6	40	62	57	65	38	37	28	30	25	28	66	64	60	48	25	20
Total Passengers	6	70	109	102	80	56	55	45	45	43	50	108	112	99	79	40	31

	21:00-21:59	22:00-22:59	23:00-23:59	24:00-24:59
JX				
JPX				
J	8	6	2	0
Total Passengers	8	6	2	0

JX	0
JPX	431
J	715
Total	1146

Distribution by Time of Day -Lynx Transbay

Date: 3/1/2023

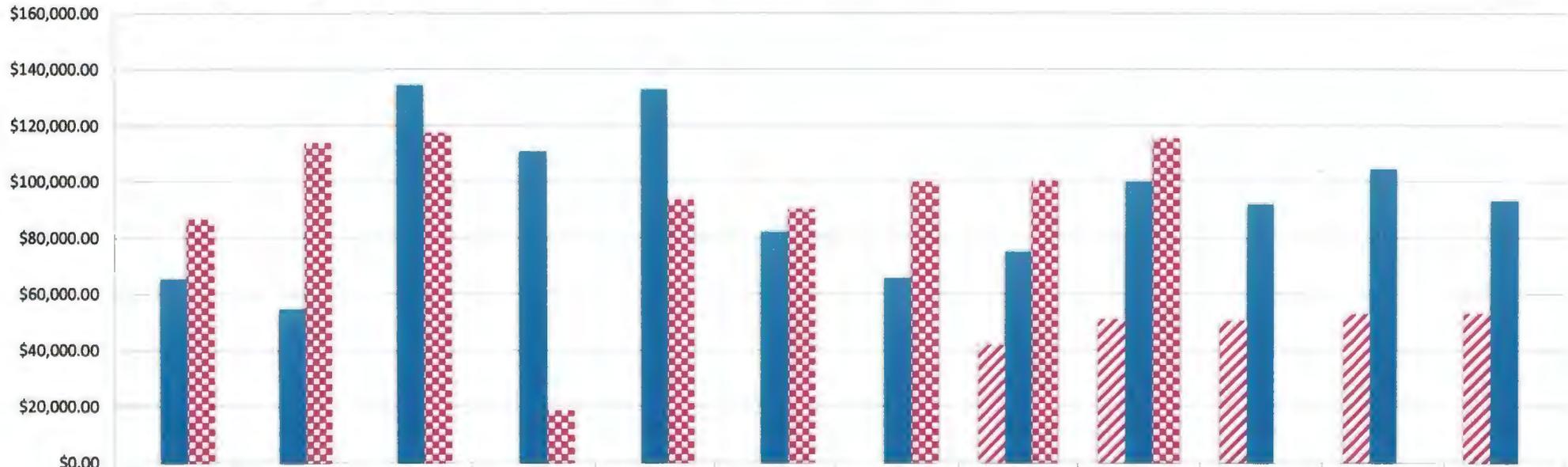
	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
TransBay LYNX	0	75	175	78	15	6	3	2	2	10	33	98	162	155	53	18	10
Total Passengers	0	75	175	78	15	6	3	2	2	10	33	98	162	155	53	18	10

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

Total Lynx	895
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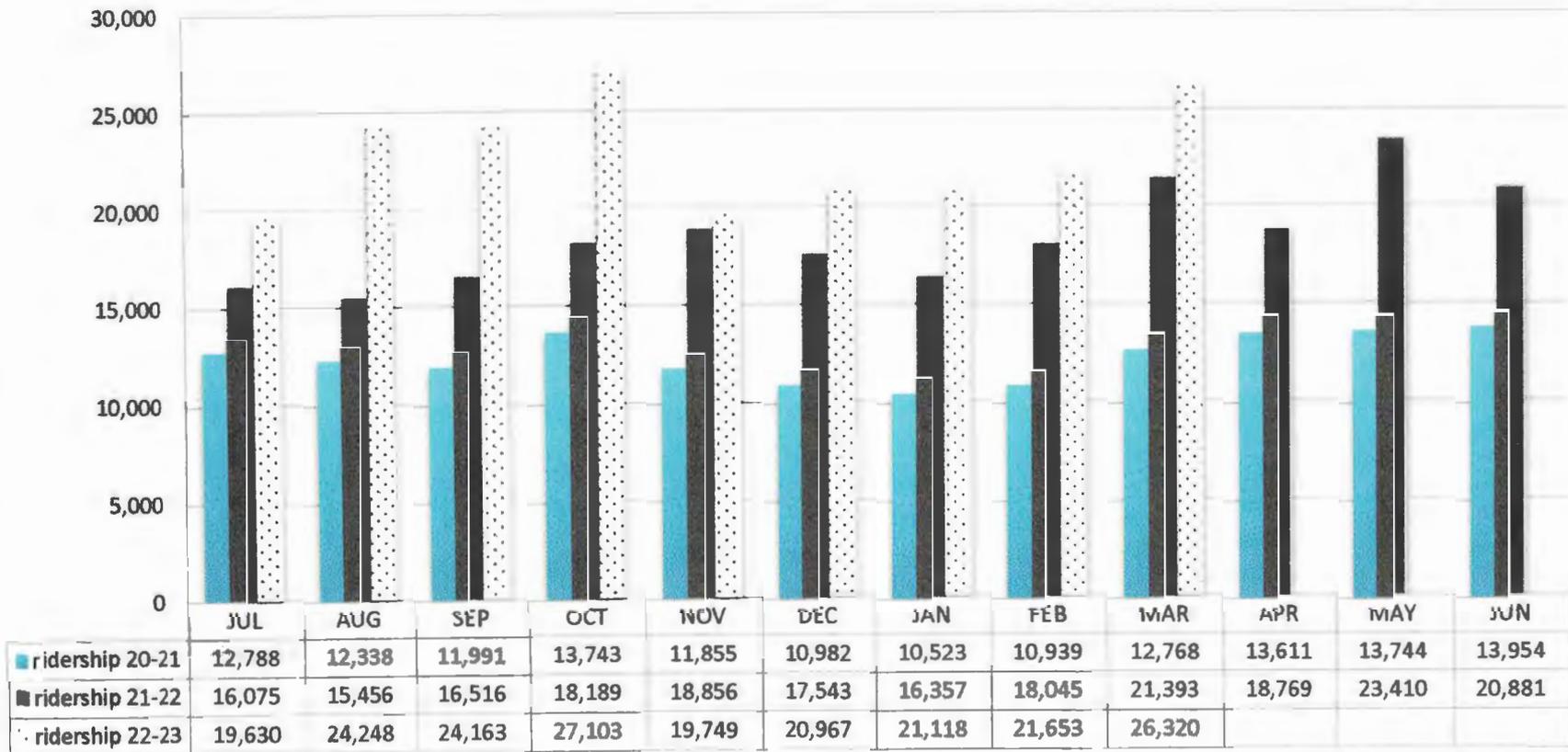
WESTCAT FAREBOX REVENUE



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



WESTCAT EXPRESS RIDERSHIP Includes Routes J, JX and JPX





JX

NOW SERVICING THE HERCULES WATERFRONT

The JX is now back in service since May 22nd, operating between the Hercules Hub, Hercules Transit Center, and Del Norte BART station in El Cerrito. The first trip leaves Hercules Hub at 5:45 AM and operate at 20-minute intervals until 8:25 AM. Afternoon trips depart BART starting at 4:00 PM and also run every 20 minutes until 7:20 PM.

So far, passenger feedback has been positive. Wednesday and Thursdays' is when our ridership has been peaking. On June 1st, we carried 120 passengers on the JX.

California Transit Associations Annual Legislative Conference



Staff attended the California Transit Associations Annual Legislative Conference on May 16th. Numerous pane discussions took place in regard to transit advocacy and funding, including a panel led by Senator Scott Weiner and a keynote speech by California Air Resources Board Chair Liane Randolph

Ride Along & Happy Hour with Transit CEOs



On April 21st WestCAT General Manager joined other Executives from BART, Muni, MTC, County Connection, SamTrans, Tri Delta, and Marin Transit to ride transit and advocate for Transit funding. Getting out together on the transit systems and speaking to riders and advocates alike throughout the day.

Agenda Item 1.5

Staff Report on FY 23-24 State of Good Repair Local Match for Vehicle Replacement Purchase

Senate Bill 1 (SB1) includes the provision of additional revenues for transit infrastructure repair and service improvements. This program receives funding of approximately \$105 million annually, which is made available for eligible transit maintenance, rehabilitation and capital projects.

- Senate Bill (SB) 1 : The Road Repair and Accountability Act of 2017
- SGR is a Revenue Based allocation (Section 99314)
- Section 99314 allocations are based on the revenue amount for each STA-eligible operator, determined from annual reports submitted to the State Controller's Office (SCO) pursuant to PUC section 99243.

For FY 23-24 WestCAT has been allocated \$88,704 in SGR funds, which we are proposing to use to fulfill our 20% Local Match requirement for upcoming vehicle purchases. The Board has historically approved use of this fund source for this purpose in the.

While this may seem repetitive, the application process requires Board approval each year, so we are once again seeking approval to submit a request for State of Good Repair Funds in the amount of \$88,704 to be used as local match dollars for upcoming vehicle purchases.

WestCAT will have vehicles reaching their end of useful life and will need replacement vehicles, and WestCAT is required to fund 20% of the vehicle purchase with Local Funding Sources.

Staff recommends approval of the FY 2023-2024 State of Good Repair Local Match for Vehicle Replacement Project and for the General Manager to submit a State of Good Repair allocation request for Local Match for Vehicle Replacement.

RESOLUTION 2023-05

**APPROVING THE PROJECT LIST FOR FY 2023-2024
FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**
Local match for purchase of replacement revenue vehicles

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017, establishing the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

WHEREAS, SGR funds are allocated by the Metropolitan Transportation Commission; and

WHEREAS, WCCTA's share of SGR funds for fiscal year 2023-24 is estimated to be \$88,704; and

WHEREAS, these funds will be used for Local match for purchase of replacement revenue vehicles; and

WHEREAS, in order to qualify for these funds, the WCCTA is required to submit a proposed project list to the Metropolitan Transportation Commission on an annual basis; and

NOW, THEREFORE, BE IT RESOLVED that the WCCTA Board of Directors hereby approves the SB1 State of Good Repair Project List for FY 2023-24; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the WCCTA that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit capital projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the General Manager is hereby authorized to submit a request for Scheduled Allocation of the SB1 State of Good Repair Funds and to execute the related grant applications, forms and agreements:

Project Name: Local match for purchase of replacement revenue vehicles
Amount of SGR Funds Requested: \$88,704

Regularly passed and adopted this 15th day of June, 2023 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Dion Bailey, Chair, Board of Directors

ATTEST: _____
Clerk to the Board

Agenda Item 2.1

Staff Report: 3rd Quarter Financial Data Report.

The Financial Data Report offers a breakdown of both expenses and revenues across the functional and object class line items in the 3rd Quarter of the Fiscal Year (Jan-Mar) corresponding to those in the Adopted FY22-23 Operations Budget. The report documents that both 3rd Quarter Revenues and Expenses are tracking in alignment with Budget Projections, with a significant surplus predicted. Staff will present a brief summary of this information and be available to able to answer any questions from the Board of Directors.

Recommendation – Information Only

WCCTA - WestCAT
Income Statement
For the Nine Months Ending March 31, 2023

	Current Qtr Actual	Year to Date	Total Adopted Budget	Budget Balance	% Budget Remaining
Operating Expenses - Functional					
<u>Operations:</u>					
Outside Services, Operations	31,517.50	94,392.20	175,100.00	80,707.80	46.09
Fuel & Lubricants	374,502.83	1,144,456.77	2,219,300.00	1,074,843.23	48.43
Tires & Tubes	28,381.52	91,884.76	200,000.00	108,115.24	54.06
Postage, Operations	183.32	510.24	1,600.00	1,089.76	68.11
Other Mat & Supplies, Oper	266.73	574.00	2,400.00	1,826.00	76.08
Utilities, Operations	16,317.21	45,124.59	94,400.00	49,275.41	52.20
Telephone, Operations	5,795.73	18,072.83	30,100.00	12,027.17	39.96
Insurance, Operations	161,271.26	481,452.93	652,000.00	170,547.07	26.16
Purchased Transportation, Oper	1,765,306.92	5,350,134.64	7,325,000.00	1,974,865.36	26.96
Marketing & Advertising, Oper	4,336.58	12,444.28	53,500.00	41,055.72	76.74
Miscellaneous Exp, Operations	0.00	0.00	1,200.00	1,200.00	100.00
Rentals & Leases, Operations	0.00	48,090.00	120,000.00	71,910.00	59.93
Clipper/Shopify/mtot fees, Ops	14,243.40	36,591.95	53,300.00	16,708.05	31.35
1. Operations	2,402,123.00	7,323,729.19	10,927,900.00	3,604,170.81	32.98
<u>Vehicle Maintenance:</u>					
Outside Service, Vehicle Maint	12,133.42	81,631.09	184,900.00	103,268.91	55.85
Other Mat & Supplies, Veh Main	143,030.71	338,202.28	441,000.00	102,797.72	23.31
Purchased Transp, Veh Maint	175,712.00	702,848.00	938,400.00	235,552.00	25.10
Other Salaries, Vehicle Maint	0.00	0.00	100,000.00	100,000.00	100.00
Other Paid Absences, Veh Maint	0.00	0.00	0.00	0.00	0.00
Pension Benefits, Maint	0.00	0.00	15,000.00	15,000.00	100.00
Fringe Benefits, Veh Maint	0.00	0.00	20,000.00	20,000.00	100.00
Miscellaneous Exp, Veh Maint	0.00	0.00	0.00	0.00	0.00
Rentals & Leases, Veh Maint	0.00	0.00	0.00	0.00	0.00
2. Vehicle Maintenance	330,876.13	1,122,681.37	1,699,300.00	576,618.63	33.93
<u>Non-Vehicle Maintenance:</u>					
Other Salaries, Non-Veh, Comp	28,813.86	82,723.82	174,500.00	91,776.18	52.59
Other Paid Abs, Non-Veh, Comp	1,394.16	7,900.24	0.00	(7,900.24)	0.00
Pension Benefit, Non-Veh, Com	4,405.08	13,215.24	20,700.00	7,484.76	36.16
Fringe Benefits, Non-Veh, Com	5,105.17	13,052.56	40,200.00	27,147.44	67.53
Outside Service, Non-Veh Maint	23,726.02	54,769.06	100,400.00	45,630.94	45.45
O/S Service, Non-Veh, Compute	21,522.82	56,641.17	85,000.00	28,358.83	33.36
Other Mat&Suppl, Non-Veh Mai	11,984.23	22,081.54	17,000.00	(5,081.54)	(29.89)
OtherMat&Sup-Non-Veh, Comp	2,976.72	8,379.08	15,000.00	6,620.92	44.14
Misc. Exp, Non-Veh Maint	0.00	0.00	500.00	500.00	100.00
3. Non-Vehicle Maintenance	99,928.06	258,762.71	453,300.00	194,537.29	42.92
<u>General Administration:</u>					
Other Salaries & Wages, Admin	130,601.80	357,687.64	815,800.00	458,112.36	56.15
Other Paid Absences, Admin	18,230.43	77,044.76	0.00	(77,044.76)	0.00
ADA, Sec 15 Data, SRTP, Admi	32,500.00	97,500.00	130,000.00	32,500.00	25.00
Pension Benefits, Admin	29,570.22	89,709.04	118,200.00	28,490.96	24.10
Fringe Benefits, Admin	41,585.90	121,978.28	166,100.00	44,121.72	26.56
Outside Services, Admin	11,420.10	33,366.61	50,300.00	16,933.39	33.66
Postage, Admin	91.65	241.62	1,300.00	1,058.38	81.41
Other Mat & Supplies, Admin	554.59	5,852.51	9,000.00	3,147.49	34.97
Utilities, Admin	8,090.99	22,494.80	45,900.00	23,405.20	50.99
Telephone, Admin	2,897.83	9,066.41	15,000.00	5,933.59	39.56
Insurance, Admin	3,691.24	11,073.72	14,400.00	3,326.28	23.10
Dues & Subscriptions, Admin	7,741.55	47,296.94	48,000.00	703.06	1.46
Travel Expense, Admin	18.00	3,513.78	10,000.00	6,486.22	64.86

WCCTA - WestCAT
Income Statement
For the Nine Months Ending March 31, 2023

	Current Qtr Actual	Year to Date	Total Adopted Budget	Budget Balance	% Budget Remaining
Marketing & Advertising, Admi	0.00	0.00	0.00	0.00	0.00
Miscellaneous Exp, Admin	272.63	760.16	1,300.00	539.84	41.53
Rentals & Leases, Admin	(207.09)	2,613.51	5,700.00	3,086.49	54.15
Fees, Admin	1,502.67	5,153.95	15,000.00	9,846.05	65.64
Other Exp, Over/Short, Admin	0.00	11.41	0.00	(11.41)	0.00
4. General Administration	288,562.51	885,365.14	1,446,000.00	560,634.86	38.77
5. Total Expenses	3,121,489.70	9,590,538.41	14,526,500.00	4,935,961.59	33.98
Operating Expenses - Object Class					
Other Salaries, Vehicle Maint	0.00	0.00	100,000.00	100,000.00	100.00
Other Salaries, Non-Veh Maint	0.00	0.00	0.00	0.00	0.00
Other Salaries, Non-Veh, Comp	28,813.86	82,723.82	174,500.00	91,776.18	52.59
Other Salaries & Wages, Admin	130,601.80	357,687.64	815,800.00	458,112.36	56.15
Other Paid Absences, Veh Maint	0.00	0.00	0.00	0.00	0.00
Other Paid Absences, Non-Veh	0.00	0.00	0.00	0.00	0.00
Other Paid Abs, Non-Veh, Comp	1,394.16	7,900.24	0.00	(7,900.24)	0.00
Other Paid Absences, Admin	18,230.43	77,044.76	0.00	(77,044.76)	0.00
6. Labor	179,040.25	525,356.46	1,090,300.00	564,943.54	51.82
Pension Benefits, Maint	0.00	0.00	15,000.00	15,000.00	100.00
Pension Benefits, Non-Veh Mai	0.00	0.00	0.00	0.00	0.00
Pension Benefit, Non-Veh, Com	4,405.08	13,215.24	20,700.00	7,484.76	36.16
Pension Benefits, Admin	29,570.22	89,709.04	118,200.00	28,490.96	24.10
Fringe Benefits, Veh Maint	0.00	0.00	20,000.00	20,000.00	100.00
Fringe Benefits, Non-Veh Maint	0.00	0.00	0.00	0.00	0.00
Fringe Benefits, Non-Veh, Com	5,105.17	13,052.56	40,200.00	27,147.44	67.53
Fringe Benefits, Admin	41,585.90	121,978.28	166,100.00	44,121.72	26.56
7. Fringe Benefits	80,666.37	237,955.12	380,200.00	142,244.88	37.41
<u>Services:</u>					
Outside Services, Operations	31,517.50	94,392.20	175,100.00	80,707.80	46.09
Outside Service, Vehicle Maint	12,133.42	81,631.09	184,900.00	103,268.91	55.85
Outside Service, Non-Veh Maint	23,726.02	54,769.06	100,400.00	45,630.94	45.45
O/S Service, Non-Veh, Compute	21,522.82	56,641.17	85,000.00	28,358.83	33.36
Outside Services, Admin	11,420.10	33,366.61	50,300.00	16,933.39	33.66
8. Services	100,319.86	320,800.13	595,700.00	274,899.87	46.15
9. Fuel/Lubricants	374,502.83	1,144,456.77	2,219,300.00	1,074,843.23	48.43
10. Tires and Tubes	28,381.52	91,884.76	200,000.00	108,115.24	54.06
<u>Other Materials & Supplies:</u>					
Postage, Operations	183.32	510.24	1,600.00	1,089.76	68.11
Postage, Admin	91.65	241.62	1,300.00	1,058.38	81.41
Other Mat & Supplies, Oper	266.73	574.00	2,400.00	1,826.00	76.08
Other Mat & Supplies, Veh Main	143,030.71	338,202.28	441,000.00	102,797.72	23.31
Other Mat&Suppl, Non-Veh Mai	11,984.23	22,081.54	17,000.00	(5,081.54)	(29.89)

WCCTA - WestCAT
Income Statement
For the Nine Months Ending March 31, 2023

	Current Qtr Actual	Year to Date	Total Adopted Budget	Budget Balance	% Budget Remaining
OtherMat&Sup-Non-Veh, Comp	2,976.72	8,379.08	15,000.00	6,620.92	44.14
Other Mat & Supplies, Admin	554.59	5,852.51	9,000.00	3,147.49	34.97
11. Other Materials & Supplie	159,087.95	375,841.27	487,300.00	111,458.73	22.87
<u>Utilities:</u>					
Utilities, Operations	16,317.21	45,124.59	94,400.00	49,275.41	52.20
Utilities, Admin	8,090.99	22,494.80	45,900.00	23,405.20	50.99
Telephone, Operations	5,795.73	18,072.83	30,100.00	12,027.17	39.96
Telephone, Admin	2,897.83	9,066.41	15,000.00	5,933.59	39.56
12. Utilities	33,101.76	94,758.63	185,400.00	90,641.37	48.89
<u>Purchased Transportation:</u>					
Purchased Transportation, Oper	1,765,306.92	5,350,134.64	7,325,000.00	1,974,865.36	26.96
Purchased Transp, Veh Maint	175,712.00	702,848.00	938,400.00	235,552.00	25.10
13. Purchased Transportation	1,941,018.92	6,052,982.64	8,263,400.00	2,210,417.36	26.75
<u>Casualty & Liability:</u>					
Insurance, Operations	161,271.26	481,452.93	652,000.00	170,547.07	26.16
Insurance, Admin	3,691.24	11,073.72	14,400.00	3,326.28	23.10
14. Casualty & Liability	164,962.50	492,526.65	666,400.00	173,873.35	26.09
<u>Leases & Rentals:</u>					
Rentals & Leases, Operations	0.00	48,090.00	120,000.00	71,910.00	59.93
Rentals & Leases, Veh Maint	0.00	0.00	0.00	0.00	0.00
Rentals & Leases, Admin	(207.09)	2,613.51	5,700.00	3,086.49	54.15
15. Leases & Rentals	(207.09)	50,703.51	125,700.00	74,996.49	59.66
<u>Other Object Class Expense:</u>					
ADA, Sec 15 Data, SRTP, Admi	32,500.00	97,500.00	130,000.00	32,500.00	25.00
Dues & Subscriptions, Admin	7,741.55	47,296.94	48,000.00	703.06	1.46
Travel Expense, Admin	18.00	3,513.78	10,000.00	6,486.22	64.86
Clipper/Shopify/mtot fees, Ops	14,243.40	36,591.95	53,300.00	16,708.05	31.35
Fees, Admin	1,502.67	5,153.95	15,000.00	9,846.05	65.64
Other Exp, Over/Short, Admin	0.00	11.41	0.00	(11.41)	0.00
Marketing & Advertising, Oper	4,336.58	12,444.28	53,500.00	41,055.72	76.74
Marketing & Advertising, Admi	0.00	0.00	0.00	0.00	0.00
Miscellaneous Exp, Operations	0.00	0.00	1,200.00	1,200.00	100.00
Miscellaneous Exp, Veh Maint	0.00	0.00	0.00	0.00	0.00
Misc. Exp, Non-Veh Maint	0.00	0.00	500.00	500.00	100.00
Miscellaneous Exp, Admin	272.63	760.16	1,300.00	539.84	41.53
17. Other Object Class Expen	60,614.83	203,272.47	312,800.00	109,527.53	35.02
18. TOTAL Expenses	3,121,489.70	9,590,538.41	14,526,500.00	4,935,961.59	33.98
REVENUES - OPERATING					
<u>Farebox:</u>					
Passenger Fares, Cash, FR	321,800.38	832,481.21	1,000,000.00	167,518.79	16.75
Passenger Fares, Cash, DAR	5,790.47	16,183.69	0.00	(16,183.69)	0.00

WCCTA - WestCAT
Income Statement
For the Nine Months Ending March 31, 2023

	Current Qtr Actual	Year to Date	Total Adopted Budget	Budget Balance	% Budget Remaining
Passenger Fares, Cash, HTX	0.00	0.00	0.00	0.00	0.00
Passenger Fares, Cash, WCX	0.00	0.00	0.00	0.00	0.00
Passenger Fares, Coupons, DAR	231.00	594.00	0.00	(594.00)	0.00
Special Fares, FR	0.00	0.00	0.00	0.00	0.00
Special Fares, DAR	0.00	0.00	0.00	0.00	0.00
Special Fares, WCX	0.00	0.00	0.00	0.00	0.00
21. Farebox	327,821.85	849,258.90	1,000,000.00	150,741.10	15.07
<u>Non-Farebox:</u>					
Advertising Revenues	28,676.17	42,426.18	25,000.00	(17,426.18)	(69.70)
Interest Income	16,376.80	24,580.19	3,000.00	(21,580.19)	(719.34)
Misc. Non-Transp. Revenues	0.00	0.00	0.00	0.00	0.00
22. Non-Farebox	45,052.97	67,006.37	28,000.00	(39,006.37)	(139.31)
<u>Measure J Operating Funds:</u>					
Measure J Operating Funds, FR	392,286.00	1,176,858.00	1,408,744.00	231,886.00	16.46
Measure J Operating Funds, DA	131,080.50	393,241.50	425,497.00	32,255.50	7.58
23. Measure J Operating Fun	523,366.50	1,570,099.50	1,834,241.00	264,141.50	14.40
<u>TDA Operating Funds:</u>					
TDA Operating Assistance	422,676.50	2,595,059.00	3,105,051.00	509,992.00	16.42
TDA 4.5 Oper Assist, DAR	55,179.25	165,537.75	218,331.00	52,793.25	24.18
25. TDA Operating Funds	477,855.75	2,760,596.75	3,323,382.00	562,785.25	16.93
<u>STA Operating Funds:</u>					
STA Operating Assistance	129,702.25	389,106.75	518,809.00	129,702.25	25.00
STA Paratransit Funds	0.00	0.00	0.00	0.00	0.00
STA Lifeline Funds	0.00	0.00	0.00	0.00	0.00
STA County Block Grant	145,224.25	435,672.75	575,508.00	139,835.25	24.30
26. STA Operating Funds	274,926.50	824,779.50	1,094,317.00	269,537.50	24.63
<u>Bridge Tolls</u>					
Bridge Toll Operating Funds	0.00	0.00	0.00	0.00	0.00
RM2 Funds	0.00	507,725.50	993,518.00	485,792.50	48.90
27. Bridge Tolls	0.00	507,725.50	993,518.00	485,792.50	48.90
<u>FTA Sec 8 (planning) & Sec 9 (operating):</u>					
Federal Sec 5303 (Sec 8) Funds	20,000.00	20,000.00	20,000.00	0.00	0.00
Federal Sec 5307 Prev Maint	36,265.00	193,600.00	193,600.00	0.00	0.00
FTA 5307 Paratransit Set-Aside	65,728.00	225,957.00	635,043.00	409,086.00	64.42
Fed Sec 5307 ARRA Prev Maint	0.00	0.00	0.00	0.00	0.00
Federal Cares Act	0.00	0.00	0.00	0.00	0.00
Federal CRRSAA Act Relief Fu	0.00	0.00	0.00	0.00	0.00
Federal ARP funds	0.00	2,300,569.00	2,300,569.00	0.00	0.00
28. Federal Operating Funds	121,993.00	2,740,126.00	3,149,212.00	409,086.00	12.99

Other Federal, State, Local Non-Operator Funds:

WCCTA - WestCAT
Income Statement
For the Nine Months Ending March 31, 2023

	Current Qtr Actual	Year to Date	Total Adopted Budget	Budget Balance	% Budget Remaining
Low Carbon Transit Oper Prog	1,692.11	176,770.25	318,956.00	142,185.75	44.58
Federal CMAQ Funds	0.00	0.00	0.00	0.00	0.00
Federal JARC Funds	0.00	0.00	0.00	0.00	0.00
29. Other Fed, State, Local No	<u>1,692.11</u>	<u>176,770.25</u>	<u>318,956.00</u>	<u>142,185.75</u>	<u>44.58</u>
<u>Other Operator Funds:</u>					
BART Feeder Bus Oper. Funds	1,434,902.00	2,132,323.50	2,784,874.00	652,550.50	23.43
30. Other Operator Funds	<u>1,434,902.00</u>	<u>2,132,323.50</u>	<u>2,784,874.00</u>	<u>652,550.50</u>	<u>23.43</u>
TOTAL Revenue	<u>3,207,610.68</u>	<u>11,628,686.27</u>	<u>14,526,500.00</u>	<u>2,897,813.73</u>	<u>19.95</u>
32. Net Operating Surplus (De	<u><u>86,120.98</u></u>	<u><u>2,038,147.86</u></u>	<u><u>0.00</u></u>	<u><u>(2,038,147.86)</u></u>	<u><u>0.00</u></u>

Agenda Item 2.2

Staff Report: FY22-23 Adjusted Operating Budget and FY23-24 Proposed Operating and Capital Budget

WCCTA's FY23-24 Operating and Capital Budget will be reviewed by the Finance and Administration Committee prior to the Board meeting. The Budget packet includes the resolution that allows WCCTA to formally apply for the necessary funds through the Metropolitan Transportation Commission (MTC and the submittal of a TDA claim) to that effect.

The budget as presented includes adjustments to the FY22-23 operating budget to reflect current projections of revenues and expenses, the Operating and Capital budget for FY23-24, and a multiyear forecast of revenues and expenses. Staff has taken a conservative approach to forecasting while still presenting a budget that serves to meet the needs of the WCCTA transit riders.

Budget Summary:

WCCTA's budget for July 1, 2023, to June 30, 2024 (Fiscal Year 2024) proposes \$15.3 million in operational expenses for fixed route and paratransit services with revenues to offset these costs. An additional \$0.3 million is proposed in capital expenditures and associated revenue in the budget year.

The proposed FY 2024 budget is based on a continued projected recovery of fixed route and paratransit services post-pandemic. While federal stimulus funds provided much-needed relief from the worst of the financial impacts of the pandemic, changing travel patterns and work-from-home trends have made a lasting impact on the way transit is utilized in the community and the larger region. State and local revenues have recovered significantly; however, many are not expected to meet pre-pandemic projections. Even when reliable revenue streams return, it is important to remember that contractual and inflationary factors that drive expense growth for WCCTA continue to increase.

The operating expense budget of \$15.3 million is a 6.7 percent increase over the FY 2023 budget and allows for fixed route service to continue at existing levels, with an optimistic assumption that vacant operator positions will be filled during the fiscal year. The capital budget of \$0.3 million includes facility, maintenance, and information technology upgrade plans, funded by TDA capital funds.

Table 1: Budget Summary

WestCAT

WESTERN CONTRA COSTA TRANSIT AUTHORITY
FY 2024 BUDGET SUMMARY

	FY 2022 Actuals	FY 2023 Budget	FY 2023 Estimated Actuals	FY 2024 Proposed Budget	% Over/Under Prior Year Budget
Operating Budget					
Operations	\$ 9,813,713	\$ 10,927,900	\$ 10,938,000	\$ 11,465,977	4.8%
Vehicle Maintenance	\$ 1,484,924	\$ 1,699,300	\$ 1,692,900	\$ 1,683,683	-0.5%
Non-Vehicle Maintenance	\$ 232,325	\$ 453,300	\$ 407,200	\$ 484,500	19.0%
General Administration	\$ 1,056,841	\$ 1,446,000	\$ 1,303,750	\$ 1,672,025	28.2%
Subtotal	\$ 12,587,803	\$ 14,526,500	\$ 14,341,850	\$ 15,306,185	6.7%
Capital Budget					
Revenue Fleet	\$ 2,278,913	\$ 2,098,066	\$ -	\$ -	0.0%
Non Revenue Fleet	\$ -	\$ -	\$ -	\$ -	0.0%
Facility Maintenance & Modernizatic	\$ 429,576	\$ 245,000	\$ 1,108,000	\$ 90,000	-91.9%
Information Technology	\$ -	\$ -	\$ -	\$ 60,000	0.0%
ZEB Infrastructure	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance Equipment & Tools	\$ -	\$ -	\$ -	\$ 125,000	0.0%
Office Furniture & Equipment	\$ -	\$ -	\$ -	\$ 7,000	0.0%
Subtotal	\$ 2,708,489	\$ 2,343,066	\$ 1,108,000	\$ 282,000	-74.5%
Grand Total	\$ 15,296,292	\$ 16,869,566	\$ 15,449,850	\$ 15,588,185	0.9%

Note: New capital budget categories added in FY24.

Operating Revenues:

The budgeted revenues are equivalent to the expenditures, because of the way Transportation Development Act (TDA) revenue is utilized as needed. Table 2 provides descriptions of each revenue category and assumptions for the budgeted and forecasted amounts.

Table 2: Operating Revenues

Category	Description	Assumptions
Fares	Fares collected from passengers	Continued modest recovery post-pandemic, with year-on-year growth anticipated as ridership grows.
Advertising Revenue	Revenue earned from advertising on the bus fleet.	Current trends indicate that advertising revenue is regaining momentum; the budget assumes the contracted minimum guarantee will be met in FY 2024.

Category	Description	Assumptions
Non-Operating Revenue	Primarily interest income earned on idle cash and the sale of assets	Conservatively budgeted since investment income is somewhat volatile. Asset sales are vehicles at the end of useful life.
State Transit Assistance (STA)	Funds were collected from the sales tax on diesel fuel and distributed following a statutory allocation. STA funding is split 50% based on (a) locally generated revenue expended on transit operations (“revenue-based”) and 50% based on (b) the population of the County (“population-based”).	Diesel tax revenue remains strong post-pandemic. Budget year estimate provided by the Metropolitan Transportation Commission (MTC). WCCTA has conservatively projected since this source has seen some volatility over the past years.
Measure J	One-half cent sales tax in Contra Costa County is administered by Contra Costa Transportation Authority (CCTA).	CCTA projects Measure J revenue to stay flat as compared to FY 2023. Projections anticipate a 2.75% growth per year.
Transportation Development Act (TDA) Articles 4.0	One-quarter cent state sales tax to finance transportation programs and projects. Article 4.0 is utilized on both fixed-route and paratransit; Article 4.5 is limited to paratransit only.	<p>Current MTC estimates indicate a n allocation of \$3.1 in TDA 4.0 funding in FY 2024. The budget proposes the use of \$4.6 million in operating and \$0.3 million in capital funds for a total of \$4.9 million. The difference of \$1.8 will be drawn from past reserves. Using current assumptions for fixed route and paratransit services, there are sufficient TDA reserves through FY 2028 (see Chart 1).</p> <p>MTC estimates \$0.2 million in TDA 4.5 revenue to be used on paratransit services.</p>
Federal Relief Funds	Coronavirus Aid, Relief, and Economic Security (CARES) Coronavirus Response and Relief Supplemental Appropriation Act of 2021 (CRRSAA) Act and American Rescue Plan Act of 2021 (ARP) funds were fully utilized in FY 2020 through FY 2023.	WCCTA has fully expended all Federal Relief Act funds as of the end of FY22-23

Category	Description	Assumptions
Low Carbon Transit Operations Program (LCTOP)	Cap-and-trade funding for transit to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities.	WCCTA has funding from previous years available to provide Free or reduced fare payments at the Board's discretion.
BART Express Funds	Funding from BART to support feeder bus operators using BART's STA and TDA funds. Discussions are ongoing between BART, MTC, and feeder bus operators regarding possible changes to the funding formula from the original 1997 agreement.	In response to BART's fiscal cliff concerns, the feeder bus operators agreed to a reduction in the amount of feeder bus funds for FY 2024. The forecast projects this amount to return to previous levels.
FTA 5307 ADA Paratransit Funds	Federal funds are made available to transit operators for ADA Paratransit operations under the Section 5307 Urbanized Area Program.	WCCTA is utilizing current year and carry-over funds. Projections show a moderate annual escalation.

Chart 1: TDA Reserves



Operating Expenses:

The budget assumes that ridership will continue to improve and that recruitment efforts to fill vacant operator positions will be successful, resulting in an overall increase in operating expenses as compared to the current year. Table 3 provides descriptions of each major category and assumptions for the budgeted and forecasted amounts.

Table 3: Operating Expenses

Category	Description	Assumptions
Operations – Purchased Transportation	Purchased Transportation is WCCTA’s largest expense. The current agreement with MV is thru FY25 with option years, however, these costs may escalate in future years if amendments are needed to reflect increased operational costs.	The budget and forecast assume service levels remain at current levels and the contract with MV continues at the current agreed-upon costs per hour of service and fixed monthly cost.
Operations - Fees	Clipper 2 is anticipated to come online in an operational sense within the upcoming fiscal year, for a time WCCTA will have overlapping costs for both Clipper 1 and Clipper 2	The budget and forecast assume that Clipper 2 will be implemented and operational within the upcoming fiscal year.
Operations – Fuels & Lubricants	The largest expense in this category is fuel.	WCCTA has historically been conservative in budgeting for this line item, with a surplus usually realized at the end of each year.

<p>Vehicle Maintenance - Services</p>	<p>The significant items in this category are Outside mechanical work and Maintenance Information systems.</p>	<p>MV Maintenance staff have taken on more work in-house, with less work being sent out to outside vendors. Significant new software systems have been installed to monitor and track vehicles and maintenance to allow increased reporting, monitoring, and maintenance of equipment.</p>
<p>Non-vehicle Maintenance – Wages & Benefits</p>	<p>Non-vehicle Maintenance Agency staff who provide Information technology and facility support and services.</p>	<p>Staffing changes in recent years have resulted in moving associated costs for non-administrative staff to the correct budget categories.</p>
<p>General Administration – Wages & Benefits</p>	<p>Salaries and Benefits associated with the Administration of all WCCTA business.</p>	<p>WCCTA recently completed a Job classification study that resulted in some minor classification updates to current staff and the recommendation of two additional positions that are anticipated to be filled in FY24.</p>

Capital Plan:

Several facilities, maintenance, and technology modernization projects are included in the budget and forecast. Major project additions include updates to the facility security access system and computer network upgrades. These projects are expected to take place during the next few years and will be funded with TDA capital funds.

In addition, the capital program includes projected costs to convert the Authority's fleet to a zero-emission bus (ZEB) fleet of fuel cell (and potential electric) buses, including infrastructure costs, per the Board, adopted ZEB Rollout Plan. It is anticipated that the Authority can utilize 80% federal funding for the bus procurements and has also identified RM3 and LCTOP funds that will play a significant role in providing the local match requirements to match federal funds.

Financial Implications

The proposed budget assumes the use of prior year TDA funds. Due to the conservative nature of WCCTA's budgeting process in recent years, WCCTA has returned a surplus in each of the last five years. This has enabled our reserve balance to grow to a projected level of over \$10M on July 1, 2023. The current fiscal climate for transit is uncertain and staff have included projections for future years for illustrative purposes to show how long these reserves would last if no new operational funding is found. Staff proposes to come back to the board throughout the upcoming year to determine potential service level changes that may be needed to ensure the agency does not ultimately draw down all its reserves past the previously established board levels (see page 12 of the Draft Budget and Forecast).

Recommendation:

Staff recommends approval of the proposed FY 2024 Draft Operating and Capital Budget, and the F&A Committee will make a recommendation to the full board. Recommended Action – Approval of the Adjusted FY22-23 Operating Budget and approval of the FY34-24 Operating and Capital Budget, and authorization to file applications and supporting documents with MTC for allocation of TDA, STA, Net Bridge Toll Revenues, Feeder Bus Funds, and Regional Measure 2 funds for FY 2024.

Attachments:

Attachment 1: FY 2024 Draft Budget and Forecast

Attachment 2: Resolution No. 2023-06

WestCAT
WESTERN CONTRA COSTA TRANSIT AUTHORITY
FY 2024 DRAFT BUDGET AND FORECAST

As of June 15, 2023

Contents:	Page(s):
FY 2024 Budget Summary	1
FY 2024 Operating Revenues	2
FY 2024 Operating Expenditures	3-5
FY 2023-2024 Captial Program	6-10
FY 2023-2030 Financial Forecast	11
FY 2024 TDA Reserve Calculation	12

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WESTERN CONTRA COSTA TRANSIT AUTHORITY
FY 2024 BUDGET SUMMARY

	FY 2022 Actuals	FY 2023 Budget	FY 2023 Estimated Actuals	FY 2024 Proposed Budget	% Over/Under Prior Year Budget
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General Administration	\$ 1,056,841	\$ 1,446,000	\$ 1,303,750	\$ 1,672,025	28.2%
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Revenue Fleet	\$ 2,278,913	\$ 2,098,066	\$ -	\$ -	0.0%
Non Revenue Fleet	\$ -	\$ -	\$ -	\$ -	0.0%
Facility Maintenance & Modernizatic	\$ 429,576	\$ 245,000	\$ 1,108,000	\$ 90,000	-91.9%
Information Technology	\$ -	\$ -	\$ -	\$ 60,000	0.0%
ZEB Infrastructure	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance Equipment & Tools	\$ -	\$ -	\$ -	\$ 125,000	0.0%
Office Furniture & Equipment	\$ -	\$ -	\$ -	\$ 7,000	0.0%
Subtotal	\$ 2,708,489	\$ 2,343,066	\$ 1,108,000	\$ 282,000	-74.5%
Grand Total	\$ 15,296,292	\$ 16,869,566	\$ 15,449,850	\$ 15,588,185	0.9%

Note: New capital budget categories added in FY24.

WestCAT
WESTERN CONTRA COSTA TRANSIT AUTHORITY
FY 2024 PROPOSED BUDGET-OPERATING REVENUES

Category	FY 2023 Budget	FY 2023 Estimated Actual	FY 2024 Proposed Budget	% change from FY 2023 Budget
Total Fare Revenue - All Modes	\$1,000,000	\$1,000,000	\$1,250,000	25.0%
TDA 4.0	\$3,105,051	\$4,344,765	\$3,171,176	-27.0%
TDA 4.0 Prior Year	\$0	\$0	\$1,488,684	0.0%
TDA 4.5 Paratransit	\$218,331	\$220,717	\$176,732	-19.9%
Total TDA Revenue	\$3,323,382	\$4,565,482	\$4,836,592	5.9%
STA Revenue Based	\$518,809	\$518,809	\$660,333	27.3%
STA Population Based County Block Grant	\$575,508	\$575,508	\$828,593	44.0%
STA Population Based (Clipper Bay Pass)	\$0	\$5,389	\$7,500	39.2%
STA Prior Year	\$0	\$0	\$0	0.0%
Total STA Revenue	\$1,094,317	\$1,099,706	\$1,496,426	36.1%
Measure J Prog. 14 (Express)	\$572,076	\$572,076	\$608,742	6.4%
Measure J Prog. 16 (Express)	\$381,273	\$381,273	\$405,717	6.4%
Measure J Prog. 19B (Express)	\$384,613	\$396,000	\$421,200	6.4%
Measure J Prior Year	\$70,844	\$121,483	\$386,737	218.3%
Measure J Prog. 15 (Paratransit)	\$329,466	\$329,466	\$358,081	8.7%
Measure J 20B (Paratransit)	\$95,970	\$95,970	\$122,120	27.2%
Total Measure J Revenue	\$1,834,241	\$1,896,268	\$2,302,597	21.4%
Advertising revenue	\$25,000	\$49,900	\$30,000	-39.9%
Low Carbon Transit Ops Prog (LCTOP)	\$318,956	\$174,067	\$144,839	-16.8%
RM2 / Express - JPX	\$211,900	\$183,920	\$200,519	9.0%
Regional Measure 2 / Express - LYNX JX	\$781,618	\$679,214	\$740,514	9.0%
Regional Measure 3	\$0	\$1,145,359	\$1,145,359	0.0%
Federal Stimulus Funds (ARP)	\$2,300,569	\$2,300,569	\$0	-100.0%
FTA Sect. 5307 Paratransit Set Aside	\$635,043	\$225,957	\$777,305	244.0%
FTA Sect. 5307 Preventative Maintenance	\$193,600	\$193,600	\$0	-100.0%
FTA Sect. 5303 Short Range Transit Planning	\$20,000	\$20,000	\$0	-100.0%
BART Feeder Bus Funds	\$2,784,874	\$2,789,687	\$2,352,033	-15.7%
Non-Operating revenue	\$3,000	\$25,000	\$30,000	20.0%
Total Other Revenue	\$7,274,560	\$7,787,272	\$5,420,569	-30.4%
Total Revenue	\$14,526,500	\$16,348,728	\$15,306,185	-6.4%
Less: Total Operating Expenses	(\$14,526,500)	(\$14,341,850)	(\$15,306,185)	6.7%
Surplus/Deficit	\$0	\$2,006,878	\$0	-100.0%

WestCAT
WESTERN CONTRA COSTA TRANSIT AUTHORITY
FY 2024 PROPOSED BUDGET-OPERATING EXPENDITURES

Category	FY 2023 Budget	FY 2023 Estimated Actual	FY 2024 Proposed Budget	% change from FY 2023 Budget
Operations				
Purchased Transportation				
Monthly Fixed Fee	\$2,201,500	\$2,201,500	\$2,306,696	4.8%
Variable Expense	\$5,123,500	\$5,123,500	\$5,531,160	8.0%
Total Purchased Transportation	\$7,325,000	\$7,325,000	\$7,837,856	7.0%
Services				
Security system monitoring	\$2,900	\$2,900	\$3,100	6.9%
Mobile Communications	\$80,000	\$71,500	\$80,000	11.9%
Management Information System	\$70,000	\$148,600	\$80,000	-46.2%
Printing and Design	\$13,300	\$13,300	\$10,000	-24.8%
Other	\$8,900	\$5,000	\$8,900	78.0%
Total Services	\$175,100	\$241,300	\$182,000	-24.6%
Fees				
Clipper/Shopify fees	\$47,400	\$47,400	\$100,000	111.0%
Merchant Account Bank fees	\$5,900	\$1,000	\$1,100	10.0%
Total Fees	\$53,300	\$48,400	\$101,100	108.9%
Other Materials & Supplies	\$2,400	\$2,400	\$2,400	0.0%
Utilities				
PG & E	\$60,000	\$50,000	\$60,000	20.0%
EBMUD	\$20,000	\$10,000	\$20,000	100.0%
Storm Drain Monitoring	\$2,700	\$2,700	\$2,700	0.0%
Sewer Use Fee	\$2,500	\$2,900	\$3,100	6.9%
Garbage, and Other	\$9,200	\$7,000	\$7,400	5.7%
Facility Communications	\$30,100	\$24,000	\$30,100	25.4%
Total Utilities	\$124,500	\$96,600	\$123,300	27.6%
Insurance				
CALTIP Liability Loss Fund Deposit/Admin/Excess Insurance	\$399,000	\$399,000	\$330,217	-17.2%
CALTIP Physical Damage Premium	\$39,000	\$39,000	\$38,804	-0.5%
MV Liability Coverage Premium	\$200,000	\$200,000	\$220,000	10.0%
Building fire & contents	\$14,000	\$15,300	\$16,500	7.8%
Total Insurance	\$652,000	\$653,300	\$605,521	-7.3%
Leases & Rent	\$120,000	\$96,200	\$120,000	24.7%
Fuel & Lubricants				
Gasoline & Diesel	\$2,100,000	\$2,100,000	\$2,100,000	0.0%
Lubricants	\$103,500	\$103,500	\$103,500	0.0%
Fees, Taxes, & permits	\$15,800	\$15,800	\$15,800	0.0%
Total Fuel & Lubricants	\$2,219,300	\$2,219,300	\$2,219,300	0.0%
Tires & Tubes	\$200,000	\$200,000	\$210,000	5.0%
Postage	\$1,600	\$800	\$800	0.0%

Category	FY 2023 Budget	FY 2023 Estimated Actual	FY 2024 Proposed Budget	% change from FY 2023 Budget
Marketing & Advertising				
Printing / Translation	\$25,000	\$25,000	\$7,500	-70.0%
Website and Schedule Development	\$10,000	\$10,000	\$5,000	-50.0%
General Promotion / Advertising / Driver Incentives	\$18,500	\$18,500	\$50,000	170.3%
Total Marketing & Advertising	\$53,500	\$53,500	\$62,500	16.8%
Miscellaneous	\$1,200	\$1,200	\$1,200	0.0%
Total Operations Expenses	\$10,927,900	\$10,938,000	\$11,465,977	4.8%
Vehicle Maintenance				
Services				
Outside mechanical work	\$118,800	\$118,800	\$100,000	-15.8%
CARB filter cleaning	\$10,500	\$10,000	\$10,000	0.0%
Towing	\$15,000	\$15,000	\$15,000	0.0%
Maintenance Information Systems	\$18,600	\$19,800	\$183,000	824.2%
Other	\$22,000	\$15,000	\$15,000	0.0%
Total Services	\$184,900	\$178,600	\$323,000	80.9%
Other Materials & Supplies	\$441,000	\$460,000	\$350,000	-23.9%
Purchased Transportation (Vehicle Maintenance)	\$938,400	\$1,054,300	\$1,010,683	-4.1%
Vehicle Maintenance Wages and Benefits				
Salaries	\$100,000	\$0	\$0	0.0%
Fringe Benefits	\$20,000	\$0	\$0	0.0%
Pension Benefits	\$15,000	\$0	\$0	0.0%
Total Vehicle Maint. Wages & Benefits	\$135,000	\$0	\$0	0.0%
Total Vehicle Maintenance Expenses	\$1,699,300	\$1,692,900	\$1,683,683	-0.5%
Non-Vehicle Maintenance				
Services				
Bus Shelter/Signage Maintenance	\$0	\$1,400	\$0	-100.0%
Custodial Services	\$31,500	\$32,100	\$31,900	-0.6%
Fuel tanks/pumps	\$13,800	\$13,800	\$6,900	-50.0%
Landscape Maintenance	\$21,000	\$10,000	\$7,500	-25.0%
Other Facility and Grounds Maintenance	\$32,100	\$10,000	\$15,000	50.0%
Network Maintenance	\$85,000	\$124,100	\$66,000	-46.8%
Security System Service	\$2,000	\$2,300	\$2,500	8.7%
Total Services	\$185,400	\$193,700	\$129,800	-33.0%
Miscellaneous	\$500	\$500	\$500	0.0%
Other Materials & Supplies				
Facility	\$17,000	\$30,000	\$17,000	-43.3%
Network	\$15,000	\$15,000	\$10,000	-33.3%
Total Other Materials & Supplies	\$32,000	\$45,000	\$27,000	-40.0%
Salaries	\$174,500	\$130,300	\$247,100	89.6%
Fringe Benefits	\$40,200	\$19,900	\$43,600	119.1%
Pension Benefits	\$20,700	\$17,800	\$36,500	105.1%
Total Non-Vehicle Maint. Wages & Benefits	\$235,400	\$168,000	\$327,200	94.8%

Category	FY 2023 Budget	FY 2023 Estimated Actual	FY 2024 Proposed Budget	% change from FY 2023 Budget
Total Non-Vehicle Maintenance Expenses	\$453,300	\$407,200	\$484,500	19.0%
General Administration				
Salaries	\$945,800	\$797,000	\$1,038,200	30.3%
Fringe Benefits	\$166,100	\$176,400	\$218,800	24.0%
Pension Benefits	\$118,200	\$122,500	\$169,200	38.1%
Total General Admin. Wages & Benefits	\$1,230,100	\$1,095,900	\$1,426,200	30.1%
Services				
Security system monitoring	\$1,700	\$1,700	\$2,500	47.1%
Legal Services	\$15,000	\$30,000	\$50,000	66.7%
Finance and Accounting Services	\$30,000	\$20,800	\$23,500	13.0%
Other	\$3,600	\$3,600	\$5,300	47.2%
Total Services	\$50,300	\$56,100	\$81,300	44.9%
Other Materials & Supplies	\$9,000	\$9,000	\$4,800	-46.7%
Utilities				
PG&E	\$30,000	\$25,000	\$30,000	20.0%
EBMUD	\$10,000	\$5,000	\$10,000	100.0%
Sewer Use Fee	\$1,400	\$1,500	\$1,575	5.0%
Garbage, and Other	\$4,500	\$3,600	\$3,800	5.6%
Facility Communications	\$15,000	\$12,000	\$15,000	25.0%
Total Utilities	\$60,900	\$47,100	\$60,375	28.2%
Insurance	\$14,400	\$14,800	\$13,400	-9.5%
Dues & Subscriptions	\$48,000	\$48,000	\$52,500	9.4%
Postage	\$1,300	\$650	\$650	0.0%
Fees	\$15,000	\$15,000	\$15,000	0.0%
Miscellaneous	\$1,300	\$1,300	\$1,300	0.0%
Leases & Rent	\$5,700	\$5,900	\$6,500	10.2%
Travel and Meetings	\$10,000	\$10,000	\$10,000	0.0%
Total Other Expenses	\$95,700	\$95,650	\$99,350	3.9%
Total General Administration Expenses	\$1,446,000	\$1,303,750	\$1,672,025	28.2%
Total Operating Expenses	\$14,526,500	\$14,341,850	\$15,306,185	6.7%

WestCAT
WESTERN CONTRA COSTA TRANSIT AUTHORITY
CAPITAL PROGRAM
 FISCAL YEARS 2023-2030
 \$ In Thousands

	estimated FY 2023	proposed FY 2024	projected						
			FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
Revenue Fleet by Mode									
<i>Fixed-Route</i>	\$ -	\$ -	\$ -	\$ 3,625	\$ 6,040		\$ 3,000		
<i>Lynx</i>	\$ -	\$ -				\$ 3,900			
<i>Paratransit</i>	\$ -	\$ -						\$ 3,180	
Non Revenue Fleet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -
ZEB Infrastructure	\$ -	\$ -	\$ -	\$ 1,000	\$ 750	\$ 500	\$ 500	\$ 500	\$ 500
Facility Maintenance & Modernization	\$ 1,108	\$ 90	\$ 100	\$ 2,000	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Informaton Technology	\$ -	\$ 60	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25
Maintenance Equipment & Tools	\$ -	\$ 125	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75
Office Furniture and Equipment	\$ -	\$ 7	\$ 5	\$ 25	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5
Total Capital Program	\$ 1,108	\$ 282	\$ 205	\$ 6,750	\$ 6,995	\$ 4,705	\$ 3,705	\$ 3,885	\$ 3,885
Federal 5307	\$ -	\$ -	\$ -	\$ 2,900	\$ 4,832	\$ 3,120	\$ 2,400	\$ 2,544	\$ 2,544
LCTOP	\$ -	\$ -	\$ -	\$ 353	\$ 600	\$ 365	\$ 334	\$ 260	\$ 260
RM3	\$ -	\$ -	\$ -	\$ 1,000	\$ 976	\$ 633	\$ 500	\$ 597	\$ 597
Transportation Development Act	\$ -	\$ -							
Transportation Development Act Prior Year	\$ 1,108	\$ 282	\$ 205	\$ 2,125	\$ 205	\$ 305	\$ 205	\$ 205	\$ 205
State of Good Repair (SB1 Capital)	\$ -	\$ -	\$ -	\$ 178	\$ 92	\$ 95	\$ 98	\$ 101	\$ 101
AB 664 East Bay	\$ -	\$ -	\$ -	\$ 194	\$ 290	\$ 187	\$ 168	\$ 178	\$ 178
Total Capital Funding by Source	\$ 1,108	\$ 282	\$ 205	\$ 6,750	\$ 6,995	\$ 4,705	\$ 3,705	\$ 3,885	\$ 3,885
% of change over prior year	0.00%	-74.55%	-27.30%	3192.68%	3.63%	-32.74%	-21.25%	4.86%	

CAPITAL PROGRAM-FACILITY MAINTENANCE & MODERNIZATION
 FISCAL YEARS 2020-2024
 \$ In Thousands

Capital Program:	uncompleted (approved) projects		adopted		estimated actual		proposed			
	*Prior to FY2023		FY2023		FY2023		FY2024			
Facility Maintenance & Modernization	Bus Wash	Facility / Equipment Upgrades	Bus Wash	Facility / Equipment Upgrades	Bus Wash	Facility / Equipment Upgrades	Driver's Breakroom Modernization (Phase 2)	Facility Electrical Upgrade	Facility / Equipment Upgrades	
	\$ 725	\$ 138	\$ 175	\$ 70	\$ 900	\$ 208	\$ 30	\$ 20	\$ 40	
Capital Funding by Source:										
Transportation Development Act Prior Year	\$ 725	\$ 138	\$ 175	\$ 70	\$ 900	\$ 208	\$ 30	\$ 20	\$ 40	
Total Capital Funding by Source	\$ 725	\$ 138	\$ 175	\$ 70	\$ 900	\$ 208	\$ 30	\$ 20	\$ 40	Total
										\$ 90

*Previous to FY 2024, this capital program category was identified as Facility/Equipment Upgrades.

WestCAT
WESTERN CONTRA COSTA TRANSIT AUTHORITY
CAPITAL PROGRAM-INFORMATION TECHNOLOGY
 FISCAL YEAR 2024
\$ In Thousands

Capital Program:	uncompleted	adopted	estimated actual	proposed				Total
	(approved) projects *Prior to FY2023	FY2023	FY2023	FY2024				
Information Technology	\$ -	\$ -	\$ -	Card Access Replacement 10	Transtrack AVL/APC Project 40	Network Security Upgrade 5	Computer Equip. & Supplies 5	
Capital Funding by Source:								
Transportation Development Act Prior Year				\$ 10	\$ 40	\$ 5	\$ 5	
Total Capital Funding by Source	\$ -	\$ -	\$ -	\$ 10	\$ 40	\$ 5	\$ 5	\$ 60

**Previously classified with Facility/Computer Upgrades. Will be classified seperately beginning in FY24*

WestCAT
WESTERN CONTRA COSTA TRANSIT AUTHORITY
CAPITAL PROGRAM-MAINTENANCE EQUIPMENT & TOOLS
 FISCAL YEAR 2024
 \$ In Thousands

Capital Program:	uncompleted (approved) projects *Prior to FY2023	adopted FY2023	estimated actual FY2023	proposed FY2024
Maintenance Equipment & Tools	\$ -	\$ -	\$ -	\$ 125
Capital Funding by Source:				
Transportation Development Act Prior Year				\$ 125
Total Capital Funding by Source	\$ -	\$ -	\$ -	\$ 125

**Previously classified with Facility/Computer Upgrades. Will be classified seperately beginning in FY24*

WestCAT
WESTERN CONTRA COSTA TRANSIT AUTHORITY
CAPITAL PROGRAM-OFFICE FURNITURE & EQUIPMENT
 FISCAL YEAR 2024
 \$ In Thousands

Capital Program:	uncompleted (approved) projects		adopted		estimated actual		proposed						
	*Prior to FY2023		FY2023		FY2023		FY2024						
Office Furniture & Equipment							Drivers Breakroom Redo / Furniture/Equip	New Staff Furniture/Equip	Current Staff Furniture/Equip				
	\$	-	\$	-	\$	-	\$	3	\$	2	\$	2	
Capital Funding by Source:													
Transportation Development Act Prior Year							\$	3		2		2	
Total Capital Funding by Source	\$	-	\$	-	\$	-	\$	3	\$	2	\$	2	Total \$ 7

*Previously classified with Facility/Computer Upgrades. Will be classified seperately beginning in FY24

WestCAT
WESTERN CONTRA COSTA TRANSIT AUTHORITY
FINANCIAL FORCAST
 FISCAL YEARS 2023-2030
 \$ In Thousands

	estimated	proposed	projected						
	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
Revenue Hours	92,000								
Fare revenue	1,000	1,250	1,288	1,326	1,366	1,407	1,407	1,407	
Advertising revenue	50	30	35	40	45	50	55	60	
Non-operating revenue	25	30	5	5	5	5	5	5	
TDA 4.0	4,345	3,171	3,266	3,364	3,465	3,569	3,569	3,569	
TDA 4.0 Prior Year	0	1,489	1,326	1,531	1,741	1,146	0	0	
TDA 4.5 Paratransit	221	178	183	188	194	200	200	200	
STA Population and Revenue	1,100	1,496	1,541	1,587	1,635	1,684	1,684	1,684	
Measure J	1,896	2,303	2,366	2,431	2,498	2,567	2,638	2,711	
Low Carbon Transit Ops Prog (LCTOP)	174	145	0	0	0	0	0	0	
RM2	863	941	941	941	941	941	941	941	
RM3	1,145	1,145	1,145	1,145	1,145	1,145	1,145	1,145	
Federal Stimulus Funds	2,301	0	0	0	0	0	0	0	
Other Federal Grants	440	777	370	381	392	404	416	428	
BART Feeder Bus Funds	2,789	2,352	3,300	3,300	3,300	3,300	3,300	3,300	
Other State Grants	0	0	0	0	0	0	0	0	
Other Local Grants/Contributions	0	0	0	0	0	0	0	0	
TOTAL OPERATING REVENUE	16,349	15,307	15,766	16,239	16,727	16,418	15,360	15,450	
Operations	10,938	11,466	11,810	12,164	12,529	12,905	13,292	13,691	
Vehicle Maintenance	1,693	1,684	1,735	1,787	1,841	1,896	1,953	2,012	
Non-Vehicle Maintenance	407	485	500	515	530	546	562	579	
General Administration	1,304	1,672	1,722	1,774	1,827	1,882	1,938	1,996	
TOTAL OPERATING EXPENSES	\$ 14,342	\$ 15,307	\$ 15,766	\$ 16,239	\$ 16,727	\$ 17,229	\$ 17,746	\$ 18,278	
% of change over prior year	13.93%	6.73%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	

WestCAT
WESTERN CONTRA COSTA TRANSIT AUTHORITY
TDA RESERVES
 FISCAL YEARS 2024-2030
 \$ In Thousands

	proposed		projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Beginning Balance	\$ 10,050	\$ 8,279	\$ 6,748	\$ 3,092	\$ 1,146	\$ -	\$ -
TDA 4.0 Allocation	\$ 3,171	\$ 3,266	\$ 3,364	\$ 3,465	\$ 3,569	\$ 3,569	\$ 3,569
% change over prior year		3.00%	3.00%	3.00%	3.00%	0.00%	0.00%
TDA 4.0 Needed for Operations and Capital							
TDA Used for Operations	(4,660)	(4,592)	(4,895)	(5,206)	(5,526)	(5,955)	(6,397)
TDA Used for Capital Program	(282)	(205)	(2,125)	(205)	(305)	(205)	(205)
Ending TDA Reserve	\$ 8,279	\$ 6,748	\$ 3,092	\$ 1,146	\$ (1,116)	\$ (2,591)	\$ (3,033)
Number of Months of Operating Expenses in Reserve	10.36	8.79	7.47	4.85	3.38	2.49	2.41
Percentage of operating budget	54.09%	42.80%	19.04%	6.85%	-6.48%	-14.60%	-16.59%
<i>TDA 4.0 Dedicated Reserves - by Board Action</i>							
*Insurance Reserve	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40
*Facility Reserve	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
*Vehicle Reserve	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150
	\$ 290	\$ 290	\$ 290	\$ 290	\$ 290	\$ 290	\$ 290
*values not used in above calculations	\$ 7,989	\$ 6,458	\$ 2,802	\$ 856	\$ (1,406)	\$ (2,881)	\$ (3,323)

DOCUMENT B:

RESOLUTION 2023-06

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE METROPOLITAN TRANSPORTATION COMMISSION FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT/STATE TRANSIT ASSISTANCE FUNDS/NET BRIDGE TOLL REVENUES/FEEDER BUS FUNDS, REGIONAL MEASURES 2 OPERATING FUNDS FOR FISCAL YEAR 2023/2024.

WHEREAS, the Transportation Development Act (TDA), (Public Utilities Code 99200 et seq.) provides for the disbursement of funds from the Local Transportation Fund of the County of Contra Costa for use by eligible applicants for the purpose of providing public transportation; and

WHEREAS, pursuant to the provisions of the TDA, and pursuant to the applicable rules and regulations thereunder (21 Cal. Adm. Code 6600 et seq.) a prospective applicant wishing to receive an allocation from the Local Transportation Fund (LTF) shall file its claim with the Metropolitan Transportation Commission; and

WHEREAS, the State Transit Assistance (STA) fund is created pursuant to Public Utilities Code 99310 et seq., and

WHEREAS, the STA fund makes funds available pursuant to Public Utilities Code Section 99313.6 for allocation to eligible applicants to support approved transit projects; and

WHEREAS, Streets and Highways Code Section 30892, et. seq. makes bridge tolls available for allocation by MTC to eligible applicants, and,

WHEREAS, MTC Resolution No. 2004 adopted MTC's bridge toll allocation policy which established three different bridge toll reserve accounts, including Net Bridge Toll Revenues; and,

WHEREAS, pursuant to the provisions of Streets and Highways Code Section 30892, eligible applicants for Net Bridge Toll Revenues include public entities operating public transportation systems in the MTC region; and,

WHEREAS, TDA funds from the Local Transportation Fund of Contra Costa County/STA funds/Net Bridge Toll Funds will be required by the applicant in Fiscal Year 2023/2024 for providing public transportation; and

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred to as Regional Measure 2, identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 2 funds, pursuant to Streets and Highways Code Section 30914(c) and (d); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 2 funding; and

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 2 Policy and Procedures; and

WHEREAS, the Operating Support for the continuing support of operations of Routes JPX, JX, and San Francisco Transbay service is eligible for consideration in the Regional Traffic Relief Plan of Regional Measure 2, as identified in California Streets and Highways Code Section 30914(c) or (d); and

WHEREAS, the Regional Measure 2 allocation request, attached hereto in the Operating Assistance Proposal and incorporated herein as though set forth at length, demonstrates a fully funded operating plan that is consistent with the adopted performance measures, as applicable, for which Western Contra Costa Transit Authority is requesting that MTC allocate Regional Measure 2 funds; and

WHEREAS, Part 2 of the project application, attached hereto and incorporated herein as though set forth at length, includes the certification by Western Contra Costa Transit Authority of assurances required for the allocation of funds by MTC; and

WHEREAS, the Western Contra Costa Transit Authority is an eligible applicant for TDA and/or STA funds and Net Bridge Toll funds, pursuant to PUC section(s) 99260(a) & 99262 & Streets and Highways Code Section 30892 et. seq., and RM2 operating funds pursuant to California Streets and Highways Code Section 30914(c) or (d); as attested by the opinion of counsel dated March 5, 2021; and be it further

RESOLVED, that Western Contra Costa Transit Authority and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 2 Policy Guidance (MTC Resolution No. 3636); and be it further

RESOLVED, that Western Contra Costa Transit Authority certifies that the project is consistent with the Regional Transportation Plan (RTP), and be it further

RESOLVED, that Western Contra Costa Transit Authority approves the updated Operating Assistance Proposal, attached to this resolution; and be it further

RESOLVED, that Western Contra Costa Transit Authority approves the certification of assurances, attached to this resolution; and be it further

RESOLVED, that Western Contra Costa Transit Authority is authorized to submit an application for Regional Measure 2 funds for Operating Support for the continuation of operations of Routes JPX, JX, and the San Francisco Transbay service in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that Western Contra Costa Transit Authority certifies that the projects and purposes for which RM2 funds are being requested are in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et. Seq. and the applicable regulations thereunder; and be it further

RESOLVED, that Western Contra Costa Transit Authority shall, if any revenues or profits from any non-governmental use of the project that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED, that Western Contra Costa Transit Authority authorizes its General Manager (or his/her designee) to execute and submit an allocation request for operating support for FY 2023/2024 to MTC for Regional Measure 2 funds for the project, purposes, and amounts included in the project application attached to this resolution; and be it further

RESOLVED, that the General Manager or his designee is hereby delegated the authority to make non-substantive changes or minor amendments to the IPR as he/she deems appropriate; and be it further

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the Western Contra Costa Transit Authority application referenced herein; and be it further

RESOLVED, that the General Manager or his/her designee is authorized to execute and file an appropriate TDA/STA/Net Bridge Toll/RM2 application together with all necessary supporting documents, with the Metropolitan Transportation Commission for an allocation of TDA, STA, Net Bridge Toll Revenues, and RM2 Operating funds in Fiscal Year 2023/2024, and be it further

RESOLVED, that Western Contra Costa Transit Authority indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of Western Contra Costa Transit Authority, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until a disposition has been made of any claim for damages; and be it further

RESOLVED, that a copy of this resolution be transmitted to the Metropolitan Transportation Commission in conjunction with the filing of the claim; and the Metropolitan Transportation Commission be requested to grant the allocations of funds as specified herein.

AYES:

NOES:

ABSTAIN:

Dion Bailey,
Chairperson
WCCTA Board of
Directors

Date