

NOTICE OF MEETING

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

DATE: March 10, 2022 (Thursday)
TIME: 6:30 PM
PLACE: Via Zoom conference call (access details below)

Remote Participation

As a result of the COVID-19 public health emergency and pursuant to Assembly Bill 361 (2021), there will be no physical location for the Board Meeting. Board members will attend via teleconference and members of the public are invited to attend the meeting and participate remotely. Pursuant to Assembly Bill 361 (2021), Board members: Aleida Andriano-Chavez, Dion Bailey, Tiffany Grimsley, Tom Hansen, Norma Martinez-Rubin, Maureen Toms, and Maureen Powers may be attending this meeting via teleconference, as may WCCTA Alternate Board Members. Any votes conducted during the teleconferencing session will be conducted by roll call.

The public may observe and address the WCCTA Board in the following ways.

Remote Viewing/Listening Webinar

To observe the meeting by video conference, utilizing the Zoom platform, please click on this link to join the webinar at the noticed meeting time:

Topic: March 2022 Board Meeting
Time: Mar 10, 2022 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/89752223772>

Meeting ID: 897 5222 3772
One tap mobile
+16699006833,,89752223772# US (San Jose)

Dial by your location
+1 669 900 6833 US (San Jose)

Meeting ID: 897 5222 3772
Find your local number: <https://us02web.zoom.us/u/kmioeCdIO>

Public Comment via Teleconference

Members of the public may address the Board during the initial public comment portion of the meeting or during the comment period for agenda items. Participants may use the chat function on Zoom or physically raise their hands to be recognized.

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

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

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 provisions of the Brown Act, the Board will automatically refer to staff any matters that are brought before them at this time, and the matter may be placed on a future agenda. The time limit is 3 minutes and is subject to modification by the Chair.

1.0 CONSENT CALENDAR

- 1.1 Approval of Minutes of Regular Board Meeting of January, February 2022. *
- 1.2 Approval of Expenditures of February 2022. *
- 1.3 Receive Contractors Monthly Management Report, Passenger and Auxiliary Revenue Reconciliation Reports for September, October, November and December 2021. * **[Action Requested: Approve Items 1.1 and 1.2 and Receive Item 1.3]**

2.0 ITEMS FOR BOARD ACTION / DISCUSSION

- 2.1 Adoption of Resolution 2022-04, Finding that there is a Proclaimed State of Emergency, Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency, and Authorizing Remote Teleconferenced Meetings of the Legislative Bodies of the Western Contra Costa Transit Authority for the 30-Day Period Beginning March 14, 2022, Pursuant to AB 361. **[Action Requested: Formal Adoption of Resolution 2022-04] ***
- 2.2 Consideration and Adoption of Resolution 2022-05 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 2022/23. **[Action Requested: Formal Adoption of Resolution 2022-05]. ***
- 2.3 Consideration and Adoption of Resolution 2022-06 Authorizing the Execution of Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) Free System-Wide Rides for Western Contra Costa Residents, \$305,073 **[Action Requested: Formal Adoption of Resolution 2022-06]. ***

- 2.4 Consideration and Adoption of Resolution 2022-07 Authorizing the Filing of an Application for FTA Formula Program and Surface Transportation Programs Funding for Vehicle Replacements, Preventative Maintenance and ADA Set-Aside and Committing the Necessary Local Match for the Project(s) and Stating the Assurance of WCCTA to Complete the Project. **[Action Requested: Formal Adoption of Resolution 2022-07]. ***
- 2.5 Authorization to Release Request for Proposal (RFP) for Independent Financial Auditor Services. **[Action Requested: Formal Authorization for General Manager to Release RFP for Competitive Bid].**

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 CLOSED SESSION (Pursuant to Section 54957 of the Ralph M. Brown Act)

(Government Code Section 54957) to Conduct Discussion of Public Employee Term of Employment.
Title: General Manager (Expected Length 20 minutes).

5.0 RECONVENE TO OPEN SESSION

- 5.1 Report of Actions Taken During Closed Session

6.0 CORRESPONDENCE

7.0 BOARD COMMUNICATION

8.0 ADJOURNMENT

- * Enclosures
- ^^ To Be Distributed Separately

Documents provided to a majority of the Board of Directors after distribution of the packet, regarding any item on this agenda will be made available for public inspection at the Administration Counter at WCCTA located at 601 Walter Avenue, during normal business hours (Pursuant to SB 343 or California Government Code Section 54957.5 -effective July 1, 2008). This information will also be uploaded and posted to the website before the meeting and made available at this link [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 April 14, 2022

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

MEETING MINUTES

January 13, 2022

Regular Meeting

6:30 P.M. via Zoom Conference Call

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

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

Vice-Chair Bailey called the meeting to order at 6:30 P.M. and asked Director Toms to lead the Board in the Pledge of Allegiance.

DIRECTORS PRESENT

Vice-Chair Dion Bailey, Tiffany Grimsley, Maureen Toms, and Norma Martinez-Rubin

STAFF PRESENT

Charles Anderson, General Manager, Rob Thompson, Assistant General Manager, Mike Furnary, Transit Grants and Compliance Manager, Yvonne Morrow, Chief Financial Officer, Andramica McFadden, Administrative Services Coordinator, Rob Petty, IT Manager, Debora Harris, Accounting Analyst

GUESTS PRESENT

NONE.

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 Toms, seconded by Director Martinez-Rubin to approve the agenda. The motion was carried by the following vote:

Ayes: 4– Bailey, Toms, Martinez-Rubin, Grimsley

General Manager Anderson requested that the administrative changes to the Hercules representatives be announced at this point. He stated that he would also announce a new WCCTA staff member.

Vice-Chair Bailey announced that Hercules Councilmember Tiffany Grimsley is rotating with Director Kelley on the WCCTA Board, and will step into the position as Director. Councilmember Tiffany Grimsley was previously the Hercules Alternate Director on the WCCTA Board and has now exchanged positions with Director Kelley, who will take Director Grimsley's place as the Alternate. He thanked Councilmember/Director Kelley for representing Hercules on the WCCTA Board and stated that she will continue working hard for WestCAT on some other boards and he is looking forward to her support in the future.

Director Grimley greeted the WCCTA Board and staff and said that she is happy to be representing Hercules, and is looking forward to working with everyone.

General Manager Anderson introduced WestCAT's newest staff member, Debora Harris, who has taken the position of Accounting Analyst at the Authority as of January 3rd. She not only comes to us with a strong background in accounting and business administration but also has a background in transportation in her most recent position with Solano Transportation Authority. We are very fortunate to get her on the staff.

Accounting Analyst, Debora Harris greeted the Board.

General Manager Anderson also commented about the nature of tonight's meeting and the absence of the Consent Calendar from the meeting agenda. He concluded that we are going to carry those items over and present all of that information in the corrected form at the February meeting.

C. PUBLIC COMMUNICATIONS

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

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

NONE.

1) ITEMS FOR BOARD ACTION / DISCUSSION

- 1.1 **Adoption of Resolution 2022-01, Finding that there is a Proclaimed State of Emergency, Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency, and Authorizing Remote Teleconferenced Meetings of the Legislative Bodies of the Western Contra Costa Transit Authority for the 30-Day Period Beginning January 13, 2022, Pursuant to AB 361.** Action Requested: Formal Adoption of Resolution 2022-01

Vice-Chair Bailey introduced the item, and General Manager Anderson provided a brief staff report.

MOTION: A motion was made by Director Toms, seconded by Director Martinez-Rubin to adopt Resolution 2022-01. The motion was carried by the following vote:

Ayes: 4– Grimsley, Toms, Martinez-Rubin, Bailey

- 1.2 **Appointment of a Bus Transit Operators' Ex-Officio Representative to the Authority Board for the one-year term from February 1, 2022, through January 31, 2023.** Action requested: Formal Appointment of Ex- Officio Representative

Vice-Chair Bailey introduced the item, and General Manager Anderson provided a staff report.

General Manager Anderson announced that Director Powers is the current representative and has expressed interest in continuing upon approval from the WCCTA Board of Directors.

MOTION: A motion was made by Director Toms, seconded by Director Martinez-Rubin to Appoint Director Maureen Powers as the Bus Transit Operators' Ex-Officio Representative to the Authority Board for the one-year term from February 1, 2022, through January 31, 2023. The motion was carried by the following vote:

Ayes: 4– Grimsley, Martinez-Rubin, Toms, Bailey

2) COMMITTEE REPORTS

2.1 General Manager's Report

General Manager Anderson called on Assistant General Manager Thompson to provide a Metropolitan Transportation Commission (MTC) update, after which he will make some concluding comments of his own.

Assistant General Manager Thompson reported:

1. A change in the process of how we complete our Short Range Transit Plans and the plan to hold a future Board strategic planning exercise (initially postponed due to the pandemic).

Director Martinez-Rubin asked whether there are previous reports that the Board should be looking at in preparation for this. Assistant General Manager Thompson replied that staff will provide the previous Short Range Transit Plan to the Board, but cautioned that it's probably not as relevant now as it once was, as it's five years old and all of the issues that have gone on over the last two years. However, it is probably worth looking through the section that looks at the vision that we had five years ago as to what levels of service we may want to look to. He thinks that that is going to be the focus of the new version, so there may be some relevance in familiarizing oneself with what our vision was several years ago.

Director Martinez-Rubin said that she would find it helpful.

Staff provided the Board a link to the previous Short Range Transit Plan from the Authority's website in the chat.

Assistant General Manager Thompson confirmed that Vice-Chair Bailey's understanding is correct that the new document will be condensed to 10% of the previous versions of this document.

General Manager Anderson followed up with some related comments involving two meetings that were held this week:

1. The Bus Transit Coordinating Council, also attended by Director Powers as the Ex-Officio Representative to the Authority Board, where there was very involved and timely discussion about the Integrated Transit Plan
2. This morning's meeting with our MTC Representatives, Amy Worth and Federal Glover, along with the General Managers of the operators in the County, and CCTA staff, to go over the current state of the Network Manager Business Case Plan, which has just started

General Manager Anderson said that those are very topical and very important to us, and we will try and keep the Board briefed on them, but it is nice that all of these things are tying together in the context of the Short Range Transit Plan as well in the discussions his Board will be having this spring.

3) ADJOURNMENT TO CLOSED SESSION (Pursuant to Section 54956.9 - ANTICIPATED LITIGATION (Gov. Code section 54956.9(d)(2)): ([1 matter]). (Expected length: 15 minutes).

Vice-Chair Bailey adjourned the regular meeting of the WCCTA Board of Directors to Closed Session at 6:56 PM.

4) RETURN FROM CLOSED SESSION

4.1 Report of Actions Taken during Closed Session

Vice-Chair Bailey reconvened the regular meeting of the WCCTA Board of Directors at 7:18 PM and stated that there were no reportable actions taken during the Closed Session.

5) CORRESPONDENCE

General Manager Anderson called on Administrative Services Coordinator, Andramica McFadden to report on a letter that we received from the Food Bank of Contra Costa and Solano regarding our Stuff A Bus.

Ms. McFadden reported that we held our annual Stuff A Bus on December 12th and it was a major success. This was our first year moving it to the Target parking lot in Pinole on Fitzgerald and we were very visible. We had a nice turnout. Our correspondence came from the Food Bank letting us know that we had collected 1,079 lbs. of food. She thanked the community and everyone that came out and donated.

General Manager Anderson added that it was also quite successful on the CHIPs for Kids Toy Drive portion of the event, where the CHP participated with us and they were quite pleased with the results.

BOARD COMMUNICATION

NONE.

ADJOURNMENT

At 7:20 PM, Vice-Chair Bailey adjourned the regular meeting of the WCCTA Board of Directors of January 13, 2022.

Dion Bailey, Vice-Chair

Date

Charles Anderson, Secretary

Date



Western Contra Costa
Transit Authority

Agenda Item 1.1

WESTERN CONTRA COSTA TRANSIT AUTHORITY

BOARD OF DIRECTORS

MEETING MINUTES

February 10, 2022

Regular Meeting

6:30 P.M. via Zoom Conference Call

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

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

Chair Andrino-Chavez called the meeting to order at 6:33 PM and led the Pledge of Allegiance.

DIRECTORS PRESENT

Chair Aleida Andrino-Chavez, Norma Martinez-Rubin, Vice-Chair Dion Bailey, Maureen Toms, and Tiffany Grimsley (7:07 PM)

Alternate Chris Kelley

STAFF PRESENT

Charles Anderson, General Manager, Rob Thompson, Assistant General Manager, Mike Furnary, Transit Grants and Compliance Manager, Andramica McFadden, Administrative Services Coordinator, Yvonne Morrow, Chief Financial Officer, Debora Harris, Accounting Analyst

GUESTS PRESENT

Peter Edwards, MV Transportation General Manager

B. APPROVAL OF AGENDA

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

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

Ayes: 4– Toms, Martinez-Rubin, Bailey, Andrino-Chavez

C. PUBLIC COMMUNICATIONS

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

NONE.

1) CONSENT CALENDAR

Chair Andrino-Chavez introduced the item. General Manager Anderson called on Chief Financial Officer Morrow to provide a brief update.

Chief Financial Officer Morrow informed the Board of where the Authority currently stands on the items typically presented on the Consent Calendar, some of which are not in the format that the Board is used to seeing. Additionally, she provided an update on the current status of the financial reporting activities since Ms. Harris came on board at the beginning of January.

Chair Andrino-Chavez thanked Chief Financial Officer Morrow for her report and extended a welcome to Accounting Analyst Harris and thanked her for all of the work that she is doing and for the knowledge that she has brought with her to the Authority.

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

Ayes: 4– Andrino-Chavez, Bailey, Martinez-Rubin, Toms

2) ITEMS FOR BOARD ACTION / DISCUSSION

- 2.1 Adoption of Resolution 2022-02, Finding that there is a Proclaimed State of Emergency, Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency, and Authorizing Remote Teleconferenced Meetings of the Legislative Bodies of the Western Contra Costa Transit Authority for the 30-Day Period Beginning February 12, 2022, Pursuant to AB 361. Action Requested: Formal Adoption of Resolution 2022-02

MOTION: A motion was made by Director Toms, seconded by Vice-Chair Bailey to adopt Resolution 2022-02. The motion was carried by the following vote:

Ayes: 4–Andrino-Chavez, Bailey, Martinez-Rubin, Toms

- 2.2 **Consideration and Approval of WCCTA Annual Statement of Investment Policy.** Action Requested: Formal Adoption of the policy

Chair Andrino-Chavez introduced the item. General Manager Anderson called on Assistant General Manager Thompson to present the item.

Director Martinez-Rubin commented.

MOTION: A motion was made by Director Toms, seconded by Director Martinez-Rubin to Adopt the WCCTA Annual Statement of Investment Policy. The motion was carried by the following vote:

Ayes: 4– Andrino-Chavez, Bailey, Martinez-Rubin, Toms

- 2.3 **Presentation, Discussion, and Approval of the 2022 Update to the WCCTA Title VI Plan.** Action Requested: Adoption of Resolution 2022-03 Formally Approving WCCTA Title VI Plan

Chair Andrino-Chavez introduced the item. General Manager Anderson called on Transit Grants and Compliance Manager Furnary to present the item.

Mr. Furnary explained that there have not been any significant changes to the Authority's Title VI Plan since our last submission in 2019. Our commitment and procedures under Title VI remain the same. The only update to the plan is that it provides some up-to-date demographic data from

the American Community Survey and none of the revised demographics dictated changes in our plan. Thus, it being the same for the next triennial period, we're required to submit this by April 1, 2022, so with no significant changes to report to the Board, staff are recommending adoption of the revised Title VI Plan for FY2022/2023 through FY2024/2025.

Board members made comments and asked questions. Transit Grants and Compliance Manager Furnary answered questions.

MOTION: A motion was made by Director Martinez-Rubin, seconded by Vice-Chair Bailey to Adopt Resolution 2022-03 Formally Approving WCCTA Title VI Plan. The motion was carried by the following vote:

Ayes: 4– Toms, Martinez-Rubin, Bailey, Andrino-Chavez

3) **COMMITTEE REPORTS**

3.1 **General Manager's Report**

General Manager Anderson provided a report on the following:

1. Bus wash project delays due to the curtain wall that retains the water within the structure so that it can be recycled
 - a. There were some issues in finding a suitable glazing material and framing system to get that put into place, and there are supply chain issues associated with that. This has pushed the opening of the bus wash back and there will be some additional costs associated with the change.

Director Grimsley joined the meeting at 7:01 PM.

2. An issue with an item in the Fund Estimate that goes to MTC for approval for the upcoming fiscal year. In the staff report for the Fund Estimate one item was called out because of an ongoing desire by BART to renegotiate the existing agreements of the four feeder bus operators (WestCAT, Tri Delta, County Connection, and LAVTA) who provide what used to be the BART Express services, which connects with the BART system
 - a. In the Fund Estimate< MTC Staff included a recommendation that 50% of the annual allocation of feeder bus funds that the operators receive be withheld pending the successful negotiation and finalization of updates to the agreements between BART and the operators. This came as a complete surprise to us and our MTC Commissioners, Amy Worth and Federal Glover,
 - b. We had the opportunity this morning to talk about this in detail with Commissioners, Worth, and Glover on a call with CCTA Executive Director, Tim Haile
 - c. There is concern on the part of the Commissioners, CCTA, and the operators about the way that this was handled and what the potential impacts to the operators might be
 - d. It is in an early stage, and the Commission has seen it in a committee that was held yesterday and that was forwarded to the full Commission to approve the Fund Estimate, but there is still an opportunity for our Commissioners to voice their concerns before the Commission acts to approve the Fund Estimate.

Mr. Anderson concluded that that is all we know at this point. The operators and BART did attempt to meet just before the full impacts of the pandemic were known, to update the agreements and the agreements have now been in place for 25 years. There have been no further talks since early 2020.

Any reduction in feeder bus funding will affect residents of the WestCAT community much more significantly than in other operators' service areas where BART has invested in access improvements to their system through extensions or new stations. We support a lot of our feeder bus operations

using the revenues that were committed to us once we accepted the responsibility of operating the express services formerly operated by BART. Unless resolved favorably at MTC, this could pose a significant threat to our ability to continue operating express service to Del Norte BART as early as the upcoming budget year.

Board members made comments and asked questions.

General Manager Anderson responded that in our particular case if the feeder bus funding is withdrawn from us in significant measure, service will come off the street and that service is the I-80 corridor express service that feeds the BART system. So, there are several consequences for our residents, for the BART system, and our system that fall out from that and it is not in MTC's interest to take a position that favors reducing our funding substantially. However, until we talk with them, we won't know where they are coming from.

Director Toms asked a follow-up question, and General Manager Anderson replied that MTC has placed the condition on the funding that the operators and BART need to update their agreements and finalize them before the second half of the annual funding will be released from this program. He added that the feeder bus funding is controlled by a master agreement between BART and MTC, and then each agency has its own agreement with BART for the provision of the service.

Director Toms made some additional comments, and General Manager Anderson responded that hopefully, this won't come down to a political fight because these funds support the services that each of the areas served are paying taxes to receive, which is access to the BART system. That was a commitment that BART made when the BART counties signed the agreements to essentially tax themselves and that history is well in the review mirror right now and that understanding of the intent of the feeder bus rubber tire extension of BART may have faded in a lot of the community member's memories. So, we want to keep it front and center because this is critical.

Chair Andrino-Chavez agreed and concluded that our area is one of the areas that has not benefitted much from infrastructure improvements that BART has developed with this tax. There are BART extensions everywhere except here and we rely on the buses to get people to the BART station.

Mr. Anderson responded to Chair Andrino-Chavez by noting that MTC will facilitate meetings between the operators and BART. As of yet, they haven't reached out with a schedule or with any kind of proposed dates, but he thinks that all parties are motivated to at least restart the discussions.

He clarified that the full Commission has not yet approved the Fund Estimate that includes the condition withholding 50% of the annual funding. So, in our discussion with the Contra Costa Commissioners today, they were concerned about the impact that this may have, and about the lack of communication to the affected operators before the Fund Estimate was released. The Fund Estimate documents don't state how it's going to be implemented, so there are a lot of unanswered questions at this point.

Chair Andrino-Chavez concluded that we have to stay involved, and directed staff to keep the Board up-to-date on any new developments regarding this issue at the MTC level. She confirmed that we do have the support of CCTA. She added that there might be another mechanism, and if things go south or tend to go south, our Board Members should act.

As some potential leverage here, Mr. Anderson also mentioned that when BART was created a half-cent sales tax was imposed in the BART counties (AB 1107) to fund BART and two operators that feed the BART system; San Francisco Muni and AC Transit. No other operator that feeds the BART system has received these funds, yet there have been other mechanisms and a complex web of funding to help support smaller operators who serve the BART system. Consequently, if this funding is withdrawn from the BART side to the feeder bus operators that may re-engage long-held equity concerns about the AB1107 funding among local activists who are quite on top of this issue. He mentioned that such a discussion would not be in anyone's best interest right now.

Mr. Anderson concluded that hopefully it can be resolved at the staff level at BART, MTC, and the operators, but we will keep the Board posted.

3.2 WCCTAC Report

Assistant General Manager Thompson provided a brief report on behalf of Director Powers, who was absent from this meeting.

4) CORRESPONDENCE

NONE.

5) BOARD COMMUNICATION

NONE.

6) ADJOURNMENT

At 7:21 PM, Chair Andrino-Chavez adjourned the regular meeting of the WCCTA Board of Directors of February 10, 2022.

_____ Aleida Andrino-Chavez, Chair	_____ Date
_____ Charles Anderson, Secretary	_____ Date

A/P DISBURSEMENTS FEBRUARY 2022 -

2/15/22 at 09:53:54.51

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WCCTA - WestCAT
Purchase Journal

For the Period From Dec 1, 2021 to Mar 31, 2022

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
1/27/22	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	47567	February inspection Afforda-Test	100.00	100.00
2/3/22	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	48230	Vehicle repair unit #66 Bay Area Bus Repair, Inc.	9,833.77	9,833.77
2/11/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	48248	Vehicle parts Bay Area Bus Repair, Inc.	240.57	240.57
1/1/22	50901-60 Dues & Subscriptions, Admin 20100 Accounts Payable	11975	Annual membership dues (1/1/22 - 1/1/23). California Transit Association	5,500.00	5,500.00
1/17/22	50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	IN02927896	Janitorial supplies CCP Industries Inc.	153.66	153.66
1/19/22	50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	1220611	Janitorial supplies Central Sanitary Supply	177.52	177.52
2/1/22	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	2/22	February cell phone reimbursement February cell phone reimbursement Charles Anderson	40.00 20.00	60.00
1/27/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	133215	Vehicle parts Chuck's Brake & Wheel	2,784.88	2,784.88
2/3/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-4109642391	January uniforms Cintas Corporation	2,479.56	2,479.56
1/15/22	50300-10 Outside Services, Operations 20100 Accounts Payable	1848	Fire Equipment & Inspection Contra Costa Fire Equipment	2,254.08	2,254.08
1/18/22	50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable	10353	Jan LTD & supplemental life insurance Jan LTD & supplemental life insurance BCC	906.50 446.01	1,352.51
1/14/22	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	Y5-64791	Vehicle repair unit # 602 Cummins West	1,486.09	1,486.09
2/2/22	50300-42 Outside Service, Non-Veh Mai 20100	001	Selected trees for yard (Bus wash) David Kaffun	300.00	300.00

WCCTA - WestCAT
Purchase Journal

For the Period From Dec 1, 2021 to Mar 31, 2022

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable				
2/8/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-06P1739	Vehicle parts Dentoni's Welding Works Inc.	2,469.00	2,469.00
2/2/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	92189502	Vehicle parts FleetPride	1,756.00	1,756.00
1/31/22	50401-10 Fuel & Lubricants 20100 Accounts Payable	M-22-464074	Mobil grease & Anti-freeze Flyers Energy, LLC (RCP)	800.54	800.54
2/7/22	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	INV0060	January cleaning GCI JANITORIAL SERVICES	2,301.00	2,301.00
1/28/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-40885201	Vehicle parts Gillig LLC	310.58	310.58
2/1/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-40890044	Vehicle parts Gillig LLC	2,371.45	2,371.45
1/26/22	50499-10 Other Mat & Supplies, Oper 20100 Accounts Payable	9191134536	Covid N95 masks Grainger, Inc.	476.35	476.35
1/28/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	330582	Vehicle parts Hilltop Ford	630.02	630.02
2/3/22	50402-10 Tires & Tubes 20100 Accounts Payable	M-146824	January Tires J & O's Commercial Tire Center	10,046.87	10,046.87
2/1/22	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	2/2022	February medical insurance Kaiser Foundation Health Plan, Inc.	13,410.55	13,410.55
1/27/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-9575083	Vehicle parts Kimball Midwest	677.46	677.46
1/27/22	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	M-11487	Bathrooms repairs (men & women) Kurt's Plumbing & Heating	4,675.00	4,675.00
2/1/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	403146	Vehicle parts Napa Auto Parts Antioch	6,705.55	6,705.55

WCCTA - WestCAT
Purchase Journal

For the Period From Dec 1, 2021 to Mar 31, 2022

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
1/14/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	4648681-32	Vehicle parts New Pig Corp.	239.53	239.53
1/28/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-D893018	Vehicle parts NorCal Waste Equipment Co	1,614.56	1,614.56
2/9/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-D895690	Vehicle parts NorCal Waste Equipment Co	14,308.79	14,308.79
2/3/22	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-2211833	Towing service (Bus 158 & 602) Olivers Tow	4,266.79	4,266.79
1/25/22	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	202112-Westcat	December Pilot Program Central Contra Costa Transit Authority	682.34	682.34
3/1/22	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	M-75170418	Dec 2021 & Feb 2022 (copier + fees) Pacific Office Automation/Lease	733.47	733.47
12/17/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-691388-00	Vehicle repair (unit 201 & unit 401) Pacific Power Group, LLC	1,452.00	1,452.00
2/1/22	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	61325	February Landscaping Pacific Site Management	557.87	557.87
1/31/22	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	INV-20460-12022	Janaury phone service Janaury phone service STREAMS	755.23 377.62	1,132.85
1/18/22	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	1/2022	Jan Gas & Electric (12/14/21 - 1/11/22) Jan Gas & Electric (12/14/21 - 1/11/22) PG & E	2,877.07 1,438.53	4,315.60
1/20/22	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	1/2022 (A)	January Gas (12/16/21 - 1/13/22) January Gas (12/16/21 - 1/13/22) PG & E	7.95 3.98	11.93
1/24/22	50908-10 Marketing & Advertising, Ope 20100 Accounts Payable	1/2022	FY 2021-22 Newsletter Ad Pinole Historical Society	180.00	180.00
2/8/22	50499-41	901721273	Vehicle parts	671.57	

WCCTA - WestCAT
Purchase Journal

For the Period From Dec 1, 2021 to Mar 31, 2022

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
	Other Mat & Supplies, Veh Ma 20100 Accounts Payable		Prevost Car, a division of		671.57
1/25/22	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	103780G	Slide gate repair R & S Erection of Richmond, Inc.	250.00	250.00
1/30/22	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	0851-154392396	January service Janaury service Republic Services #851	587.46 293.73	881.19
1/31/22	50401-10 Fuel & Lubricants 20100 Accounts Payable	M-177943	Diesel & Gas Spartan Tank Lines, Inc.	121,349.47	121,349.47
2/9/22	50401-10 Fuel & Lubricants 20100 Accounts Payable	178248	Diesel Spartan Tank Lines, Inc.	32,823.69	32,823.69
1/20/22	50499-60 Other Mat & Supplies, Admin 20100 Accounts Payable	M-3007256591	Office Supplies Staples	280.61	280.61
1/21/22	50300-10 Outside Services, Operations 20100 Accounts Payable	1/2022	Jan DAR, Tablets & Phones T-MOBILE	4,003.92	4,003.92
2/5/22	50300-43 O/S Service, Non-Veh, Compu 20100 Accounts Payable	612993	Website & E-mail maintenance (2/26 - 10/13/22) Tiger Technologies LLC	215.40	215.40
1/28/22	50300-10 Outside Services, Operations 20100 Accounts Payable	INV0000000894	Maintenance & support (1/1 - 1/31/22) TransTrack Systems, Inc.	4,017.00	4,017.00
1/21/22	50300-10 Outside Services, Operations 20100 Accounts Payable	9897798107	Jan cell phones (1/22 - 2/21/22) Verizon Wireless	53.88	53.88
12/28/21	11104 Facility Repairs 20100 Accounts Payable	50789	Office renovation due to Covid-19 Wadsworth Glass INC	4,560.00	4,560.00
				271,955.47	271,955.47

WCCTA - WestCAT
Purchase Journal

For the Period From Jan 1, 2022 to Mar 1, 2022

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
2/2/22	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	47732	Annual certification & spill bucket test Afforda-Test	1,011.75	1,011.75
2/16/22	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	77711	Keys for Sharon's and Peter's office Armor Locksmith Services	43.86	43.86
2/13/22	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	0000177769693	February Phone service Feruary phone service AT&T	104.61 52.31	156.92
2/12/22	50499-41 Other Mat & Supplies, Veh Ma 50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	48260	Vehicle parts (Bus #69) Vechicle repair (Bus #69) Bay Area Bus Repair, Inc.	3,042.21 6,805.20	9,847.41
2/4/22	50410-10 Postage, Operations 50410-60 Postage, Admin 50410-10 Postage, Operations 50410-60 Postage, Admin 50499-43 OtherMat&Sup-Non-Veh, Co 50300-43 O/S Service, Non-Veh, Compu 11103 Office Equipment & Furniture 50300-60 Outside Services, Admin 50300-43 O/S Service, Non-Veh, Compu 50499-43 OtherMat&Sup-Non-Veh, Co 20100 Accounts Payable	1/22	Stamps (January postage) Stamps (January postage) Stamps (monthly subscription fee) Stamps (monthly subscription fee) Samsara Dropbox Walmart (Printer) Walmart (store delivery tip fee) Zoom Amazon (Computer equipment & supplies) Bank of America Business Card	66.67 33.33 16.66 8.33 109.64 211.29 628.60 7.00 13.76 474.23	1,569.51
2/14/22	10204 A/R Accrual - MV Liability In 20100 Accounts Payable	14-2022-Jan	January ins & admin fee CalTIP	11,359.87	11,359.87
3/1/22	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	3/22	March cell phone reimbursement March cell phone reimbursement Charles Anderson	40.00 20.00	60.00
2/17/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-4111011740	February uniforms Cintas Corporation	937.72	937.72
1/31/22	50499-41 Other Mat & Supplies, Veh Ma 20100	CASA171245	Vehicle parts Fastenal Company	353.34	353.34

WCCTA - WestCAT
Purchase Journal

For the Period From Jan 1, 2022 to Mar 1, 2022

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable				
2/18/22	11101 Transp. Vehicles & Equipment 20100 Accounts Payable	11782729	Bus inspection (4-40" Gillig bus) First Transit, Inc.	4,665.00	4,665.00
2/14/22	50401-10 Fuel & Lubricants 20100 Accounts Payable	M-22-472097	DEF, Mobil, Motor oil & Anti-freeze Flyers Energy, LLC (RCP)	3,624.14	3,624.14
2/17/22	50300-60 Outside Services, Admin 20100 Accounts Payable	1312555	January legal services Hanson Bridgett LPP	210.00	210.00
2/16/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	FOW333819	Vehicle parts Hilltop Ford	170.06	170.06
2/22/22	50402-10 Tires & Tubes 20100 Accounts Payable	M-147249	February Tires J & O's Commercial Tire Center	5,733.87	5,733.87
2/15/22	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	202201-Westcat	January Pilot Program Central Contra Costa Transit Authority	630.06	630.06
2/21/22	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	75550470	March 2022 copier Pacific Office Automation/Lease	375.68	375.68
2/9/22	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	2/2022	February Gas & electric (1/12 - 2/10/22) February Gas & Electric (1/12 - 2/10/22) PG & E	2,817.43 1,408.72	4,226.15
2/14/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	901725822	Vehicle parts Prevost Car, a division of	19.05	19.05
2/18/22	50401-10 Fuel & Lubricants 20100 Accounts Payable	178555	Diesel Spartan Tank Lines, Inc.	33,130.71	33,130.71
2/14/22	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-279634870274063	Vehicle parts The Aftermarket Parts Company, LLC	1,138.80	1,138.80
2/18/22	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	13547969	February pest control maintenance February pest control & maintenance Western Exterminator Co.	109.87 54.93	164.80
2/18/22	50999-60	2/18	Reimbursement for Maureen Powers (Sympathy Arrangement)	109.75	

WCCTA - WestCAT
Purchase Journal

For the Period From Jan 1, 2022 to Mar 1, 2022

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
	Miscellaneous Exp, Admin 20100 Accounts Payable		Powers (Sympathy Arrangement) Yvonne M. Morrow		109.75
				79,538.45	79,538.45

WCCTA - WestCAT
Purchase Journal

For the Period From Oct 1, 2021 to Feb 28, 2022

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/31/21	50800-10 Purchased Transportation, Ope 50800-41	10/21	October service	596,359.31	
	Purchased Transp, Veh Maint 50600-10		October maintenance	68,817.00	
	Insurance, Operations 50800-10		October liability insurance	15,524.43	
	Purchased Transportation, Ope 20100		Less: October estimated service		642,204.42
	Accounts Payable		MV Transportation		38,496.32
11/1/21	50800-10 Purchased Transportation, Ope 20100	116082	November estimate service	609,741.00	
	Accounts Payable		MV Transportation		609,741.00
11/30/21	50800-10 Purchased Transportation, Ope 50800-41	11/2021	November service	574,035.62	
	Purchased Transp, Veh Maint 50800-10		November maintenance	68,817.00	
	Purchased Transportation, Ope 50800-10		November liability insurance	14,535.83	
	Purchased Transportation, Ope 20100		Less: November estimated service		609,741.00
	Accounts Payable		MV Transportation		47,647.45
12/1/21	50800-10 Purchased Transportation, Ope 20100	116463	December estimate service	639,204.50	
	Accounts Payable		MV Transportation		639,204.50
12/31/21	50800-10 Purchased Transportation, Ope 50800-41	12/2021	December service	636,253.96	
	Purchased Transp, Veh Maint 50600-10		December maintenance	68,817.00	
	Insurance, Operations 50800-10		December liability insurance	16,475.87	
	Purchased Transportation, Ope 20100		Less: December estimated service		639,204.50
	Accounts Payable		MV Transportation		82,342.33
1/1/22	50800-10 Purchased Transportation, Ope 20100	116803	January estimate service	639,204.50	
	Accounts Payable		MV Transportation		639,204.50
1/31/22	50800-10 Purchased Transportation, Ope 50800-41	1/2022	January service	579,076.03	
	Purchased Transp, Veh Maint 50600-10		January maintenannce	68,817.00	
	Insurance, Operations 50800-10		January liability insurance	15,069.66	
	Purchased Transportation, Ope 50800-10		Less: December final Adjustments		11,565.77
	Purchased Transportation, Ope 20100		Less: January estimated service		639,204.50
	Accounts Payable		MV Transportation		12,192.42
2/3/22	50800-10 Purchased Transportation, Ope 20100	117330	February estimated service	607,598.20	
	Accounts Payable		MV Transportation		607,598.20
				5,218,346.91	5,218,346.91

AGENDA ITEM 1.3 -

**WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation
Month & Fiscal Year- September 2021**

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ -	\$ 24,446.75	\$ -	\$ -	\$ -
Cash Fare - Senior & Disabled	\$ -	\$ 5,921.25	\$ -	\$ -	\$ -
Cash Fare - Transfers	\$ -	\$ 1,995.25	\$ -	\$ -	\$ -
Cash Fare - Regional Paratransit	\$ -	\$ 672.00	\$ -	\$ -	\$ -
Cash Fare - Local Day Pass Sales	\$ -	\$ 3,279.00	\$ -	\$ -	\$ -
Total Estimated Cash (a)	\$ -	\$ 36,314.25	\$ -	\$ -	\$ -
Over/(Short) Cash Count	\$ -	\$ 4.12	\$ -	\$ -	\$ -
Bank Deposit Corrections	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Cash Fare Deposit	\$ -	\$ 36,318.37	\$ -	\$ -	\$ -
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 70.00	\$ 845.00	\$ 70.00		
Clipper Sales	\$ -	\$ -			
Lynx 31-Day Pass Sales	\$ 210.00	\$ 2,380.00		\$ 210.00	
Lynx Stored Ride Pass Sales	\$ -	\$ 410.00			
Local 31-Day Pass Sales	\$ 4,220.00	\$ 5,565.00			\$ 4,220.00
Local Stored Value Pass Sales	\$ -	\$ 7.50			
Local Day Pass Sales (In-house)	\$ -	\$ 37.50			
East Bay Value Pass Sales	\$ -	\$ -			
Summer Youth Pass	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ (280.00)	\$ (280.00)		\$ (280.00)	
Subtotal Prepaid Sales Deposit	\$ 4,220.00	\$ 8,965.00	\$ 70.00	\$ (70.00)	\$ 4,220.00
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
BART Plus	\$ -	\$ -			
CCC Nutrition Tickets	\$ -	\$ 180.00			
Lynx B1G1F	\$ 560.00	\$ 1,330.00		\$ 560.00	
Wage Works	\$ 490.00	\$ 1,540.00		\$ 490.00	
Capital Corridor Vouchers	\$ -	\$ -			
Bio Rad	\$ -	\$ -			
City of Pinole	\$ -	\$ -			
511 CC	\$ -	\$ -			
CCTA (\$37.00 SBPP)	\$ -	\$ -			
WCCUSD SBP	\$ -	\$ -			
City of Hercules Parking Permit Program	\$ 40.00	\$ 140.38			\$ 40.00
HTC Parking Combos	\$ -	\$ -			
*Other	\$ -	\$ -			
Clipper	\$ 16,904.64	\$ 94,191.29		\$ 10,120.73	\$ 6,783.91
*Other	\$ -	\$ -			
*Other LCTOP Fare Subsidy	\$ 110,927.75	\$ 110,927.75	\$ 1,950.00	\$ 53,690.00	\$ 55,287.75
*Other Pass 2 Class Program	\$ -	\$ -			
Subtotal Billings	\$ 128,922.39	\$ 208,309.42	\$ 1,950.00	\$ 64,860.73	\$ 62,111.66
Total Passenger Revenue	\$ 133,142.39	\$ 253,592.79	\$ 2,020.00	\$ 64,790.73	\$ 66,331.66

	Monthly System Total	CYTD
Total Passenger Revenue Last Year		\$ -

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation

Month & Fiscal Year- October 2021

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 13,046.25	\$ 37,493.00	\$ -	\$ 4,849.25	\$ 8,197.00
Cash Fare - Senior & Disabled	\$ 3,038.25	\$ 8,959.50	\$ 1,045.00	\$ 565.25	\$ 1,428.00
Cash Fare - Transfers	\$ 1,088.00	\$ 3,083.25	\$ 7.00	\$ 35.00	\$ 1,046.00
Cash Fare - Regional Paratransit	\$ 300.00	\$ 972.00	\$ 300.00		
Cash Fare - Local Day Pass Sales	\$ 1,487.50	\$ 4,766.50	-	\$ 9.00	\$ 1,478.50
Total Estimated Cash (a)	\$ 18,960.00	\$ 55,274.25	\$ 1,352.00	\$ 5,458.50	\$ 12,149.50
Over/(Short) Cash Count	\$ 1.90	\$ 6.02	\$ 0.13	\$ 0.77	\$ 1.00
Bank Deposit Corrections	\$ -	\$ -			
Subtotal Cash Fare Deposit	\$ 18,961.90	\$ 55,280.27	\$ 1,352.13	\$ 5,459.27	\$ 12,150.50
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 130.00	\$ 975.00	\$ 130.00		
Clipper Sales	\$ -	\$ -			
Lynx 31-Day Pass Sales	\$ 1,120.00	\$ 3,500.00		\$ 1,120.00	
Lynx Stored Ride Pass Sales	\$ 230.00	\$ 640.00		\$ 230.00	
Local 31-Day Pass Sales	\$ 22,420.00	\$ 27,985.00			\$ 22,420.00
Local Stored Value Pass Sales	\$ -	\$ 7.50			
Local Day Pass Sales (In-house)	\$ -	\$ 37.50			
East Bay Value Pass Sales	\$ -	\$ -			
75 Single Ride Passes	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ -	\$ (280.00)			
Subtotal Prepaid Sales Deposit	\$ 23,900.00	\$ 32,865.00	\$ 130.00	\$ 1,350.00	\$ 22,420.00
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
BART Plus	\$ -	\$ -			
CCC Nutrition Tickets	\$ 91.00	\$ 271.00	\$ 91.00		
Lynx B1G1F	\$ -	\$ 1,330.00			
Wage Works	\$ 490.00	\$ 2,030.00		\$ 490.00	
Capital Corridor Vouchers	\$ -	\$ -			
Bio Rad	\$ -	\$ -			
City of Pinole	\$ -	\$ -			
511 CC (PASS 2 PASS)	\$ -	\$ -			
CCTA (\$37.00 SBPP)	\$ 11,000.00	\$ 11,000.00			\$ 11,000.00
WCCUSD SBP	\$ -	\$ -			
City of Hercules Parking Permit Program	\$ 34.38	\$ 174.76			\$ 34.38
HTC Parking Combos	\$ -	\$ -			
Cole Vocational	\$ -	\$ -			
Clipper	\$ 48,885.58	\$ 143,076.87		\$ 33,141.11	\$ 15,744.47
*Other	\$ -	\$ -			
*Other LCTOP Fare Subsidy	\$ 7,245.75	\$ 118,173.50	\$ 1,950.00	\$ 2,725.00	\$ 2,570.75
*Other Pass 2 Class Program	\$ -	\$ -			
Subtotal Billings	\$ 67,746.71	\$ 276,056.13	\$ 2,041.00	\$ 36,356.11	\$ 29,349.60
Total Passenger Revenue	\$ 110,608.61	\$ 364,201.40	\$ 3,523.13	\$ 43,165.38	\$ 63,920.10

	Monthly System Total	CYTD
Total Passenger Revenue Last Year		\$ -

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation

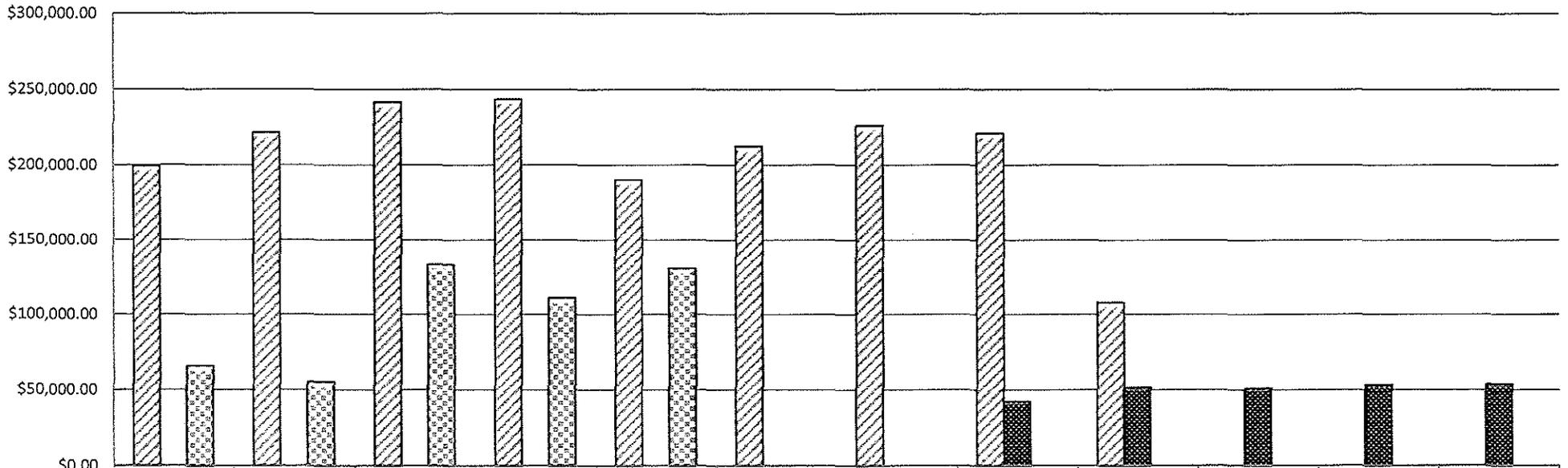
Month & Fiscal Year- November 2021

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 11,782.75	\$ 49,275.75	\$ -	\$ 4,180.75	\$ 7,602.00
Cash Fare - Senior & Disabled	\$ 2,861.75	\$ 11,821.25	\$ 1,013.75	\$ 546.75	\$ 1,301.25
Cash Fare - Transfers	\$ 1,058.25	\$ 4,141.50	\$ 13.00	\$ 15.75	\$ 1,029.50
Cash Fare - Regional Paratransit	\$ 318.00	\$ 1,290.00	\$ 318.00		
Cash Fare - Local Day Pass Sales	\$ 1,594.00	\$ 6,360.50		\$ 25.00	\$ 1,569.00
Total Estimated Cash (a)	\$ 17,614.75	\$ 72,889.00	\$ 1,344.75	\$ 4,768.25	\$ 11,501.75
Over/(Short) Cash Count	\$ 1.08	\$ 7.10	\$ 0.20	\$ 0.51	\$ 0.37
Bank Deposit Corrections	\$ -	\$ -			
Subtotal Cash Fare Deposit	\$ 17,615.83	\$ 72,896.10	\$ 1,344.95	\$ 4,768.76	\$ 11,502.12
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 365.00	\$ 1,340.00	\$ 365.00		
Clipper Sales	\$ -	\$ -			
Lynx 31-Day Pass Sales	\$ 1,540.00	\$ 5,040.00		\$ 1,540.00	
Lynx Stored Ride Pass Sales	\$ 40.00	\$ 680.00		\$ 40.00	
Local 31-Day Pass Sales	\$ 440.00	\$ 28,425.00			\$ 440.00
Local Stored Value Pass Sales	\$ -	\$ 7.50			
Local Day Pass Sales (In-house)	\$ 50.00	\$ 87.50			\$ 50.00
East Bay Value Pass Sales	\$ -	\$ -			
Summer Youth Pass	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ -	\$ (280.00)			
Subtotal Prepaid Sales Deposit	\$ 2,435.00	\$ 35,300.00	\$ 365.00	\$ 1,580.00	\$ 490.00
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
BART Plus	\$ -	\$ -			
CCC Nutrition Tickets	\$ 85.00	\$ 356.00	\$ 85.00		
Lynx B1G1F	\$ 280.00	\$ 1,610.00		\$ 280.00	
Wage Works	\$ 530.00	\$ 2,560.00		\$ 530.00	
Capital Corridor Vouchers	\$ -	\$ -			
Bio Rad	\$ -	\$ -			
City of Pinole	\$ -	\$ -			
511 CC	\$ -	\$ -			
CCTA (\$37.00 SBPP)	\$ 14,800.00	\$ 25,800.00			\$ 14,800.00
WCCUSD SBP	\$ -	\$ -			
City of Hercules Parking Permit Program	\$ 56.37	\$ 231.13			\$ 56.37
HTC Parking Combos	\$ -	\$ -			
Cole Vocational	\$ -	\$ -			
Clipper	\$ 54,773.38	\$ 197,850.25		\$ 37,188.90	\$ 17,584.48
*Other	\$ -	\$ -			
*Other LCTOP Fare Subsidy	\$ -	\$ 118,173.50			
*Other Pass 2 Class Program	\$ 40,000.00	\$ 40,000.00			\$ 40,000.00
Subtotal Billings	\$ 110,524.75	\$ 346,580.88	\$ 85.00	\$ 37,998.90	\$ 32,440.85
Total Passenger Revenue	\$ 130,575.58	\$ 454,776.98	\$ 1,794.95	\$ 44,347.66	\$ 44,432.97

	Monthly System Total	CYTD
Total Passenger Revenue Last Year		\$ -



WESTCAT FAREBOX REVENUE



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Revenue 19-20	\$199,206.18	\$221,340.72	\$241,336.85	\$243,362.84	\$190,009.53	\$212,229.82	\$226,083.56	\$220,936.01	\$107,779.19	\$0.00	\$0.00	\$0.00
Revenue 20-21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,085.62	\$51,271.54	\$50,630.10	\$53,126.81	\$53,382.71
Revenue 21-22	\$65,568.28	\$54,882.12	\$133,142.39	\$110,608.61	\$130,575.58							

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation

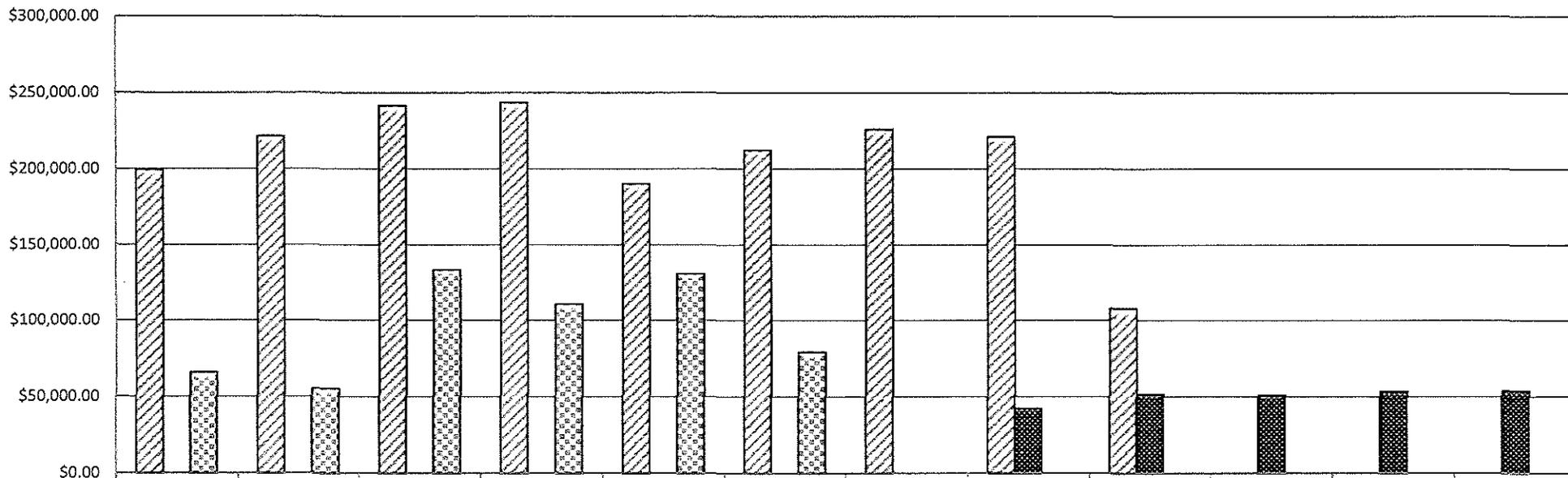
Month & Fiscal Year- December 2021

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 11,507.00	\$ 60,782.75	\$ -	\$ 4,720.50	\$ 6,786.50
Cash Fare - Senior & Disabled	\$ 2,942.25	\$ 14,763.50	\$ 1,032.50	\$ 505.00	\$ 1,404.75
Cash Fare - Transfers	\$ 1,043.75	\$ 5,185.25	\$ 14.50	\$ 17.25	\$ 1,012.00
Cash Fare - Regional Paratransit	\$ 441.00	\$ 1,731.00	\$ 441.00		
Cash Fare - Local Day Pass Sales	\$ 1,414.00	\$ 7,774.50		\$ 12.00	\$ 1,402.00
Total Estimated Cash (a)	\$ 17,348.00	\$ 90,237.00	\$ 1,488.00	\$ 5,254.75	\$ 10,605.25
Over/(Short) Cash Count	\$ 1.75	\$ 8.85	\$ (0.02)	\$ 0.73	\$ 1.04
Bank Deposit Corrections	\$ -	\$ -			
Subtotal Cash Fare Deposit	\$ 17,349.75	\$ 90,245.85	\$ 1,487.98	\$ 5,255.48	\$ 10,606.29
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 430.00	\$ 1,770.00	\$ 430.00		
Clipper Sales	\$ -	\$ -			
Lynx 31-Day Pass Sales	\$ 980.00	\$ 6,020.00		\$ 980.00	
Lynx Stored Ride Pass Sales	\$ 150.00	\$ 830.00		\$ 150.00	
Local 31-Day Pass Sales	\$ 780.00	\$ 29,205.00			\$ 780.00
Local Stored Value Pass Sales	\$ -	\$ 7.50			
Local Day Pass Sales (In-house)	\$ -	\$ 87.50			
East Bay Value Pass Sales	\$ -	\$ -			
Summer Youth Pass	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ -	\$ (280.00)			
Subtotal Prepaid Sales Deposit	\$ 2,340.00	\$ 37,640.00	\$ 430.00	\$ 1,130.00	\$ 780.00
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
BART Plus	\$ -	\$ -			
CCC Nutrition Tickets	\$ 99.00	\$ 455.00	\$ 99.00		
Lynx B1G1F	\$ -	\$ 1,610.00			
Wage Works	\$ 1,230.00	\$ 3,790.00		\$ 1,230.00	
Capital Corridor Vouchers	\$ -	\$ -			
Bio Rad	\$ -	\$ -			
City of Pinole	\$ -	\$ -			
511 CC	\$ -	\$ -			
CCTA (37.00 SBPP)	\$ 11,100.00	\$ 36,900.00			\$ 11,100.00
WCCUSD SBP	\$ -	\$ -			
City of Hercules Parking Permit Program	\$ 46.75	\$ 277.88			\$ 46.75
HTC Parking Combos	\$ -	\$ -			
Cole Vocational	\$ -	\$ -			
Clipper	\$ 46,890.79	\$ 244,741.04		\$ 31,743.54	\$ 15,147.25
*Other	\$ -	\$ -			
*Other LCTOP Fare Subsidy	\$ -	\$ 118,173.50			
*Other Pass 2 Class Program	\$ -	\$ 40,000.00			
Subtotal Billings	\$ 59,366.54	\$ 405,947.42	\$ 99.00	\$ 32,973.54	\$ 26,294.00
Total Passenger Revenue	\$ 79,056.29	\$ 533,833.27	\$ 2,016.98	\$ 39,359.02	\$ 37,680.29

	Monthly System Total	CYTD
Total Passenger Revenue Last Year		\$ -



WESTCAT FAREBOX REVENUE



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Revenue 19-20	\$199,206.18	\$221,340.72	\$241,336.85	\$243,362.84	\$190,009.53	\$212,229.82	\$226,083.56	\$220,936.01	\$107,779.19	\$0.00	\$0.00	\$0.00
Revenue 20-21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,085.62	\$51,271.54	\$50,630.10	\$53,126.81	\$53,382.71
Revenue 21-22	\$65,568.28	\$54,882.12	\$133,142.39	\$110,608.61	\$130,575.58	\$79,056.29						

AGENDA ITEM 2.1

WESTERN CONTRA COSTA TRANSIT AUTHORITY RESOLUTION NO. 2022-04

RESOLUTION FINDING THAT THERE IS A PROCLAIMED STATE OF EMERGENCY; FINDING THAT MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AS A RESULT OF THE STATE OF EMERGENCY; AND AUTHORIZING REMOTE TELECONFERENCED MEETINGS OF THE LEGISLATIVE BODIES OF THE WESTERN CONTRA COSTA TRANSIT AUTHORITY FOR THE 30-DAY PERIOD BEGINNING March 13, 2022 PURSUANT TO AB 361

WHEREAS, the Western Contra Costa Transit Authority ("WCCTA") is a joint exercise of powers authority formed pursuant to Government Code Section 6500, et. seq. by and between the City of Pinole, the City of Hercules, and the County of Contra Costa); and

WHEREAS, all WCCTA meetings are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch WCCTA's legislative bodies conduct their business; and

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of the novel coronavirus disease 2019 ("COVID-19"); and

WHEREAS, On March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other means; and

WHEREAS, as a result of Executive Order N-29-20, staff set up virtual meetings for all WCCTA Board meetings and meetings of all WCCTA legislative bodies; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which, effective September 30, 2021, ends the provisions of Executive Order N-29-20 that allows local legislative bodies to conduct meetings telephonically or by other means; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 (2021) which allows for local legislative bodies and advisory bodies to continue to conduct meetings via teleconferencing under specified conditions and includes a requirement that the WCCTA Board make specified findings. AB 361 (2021) took effect immediately; and

WHEREAS, AB 361 (2021) requires that the Governor declare a State of Emergency pursuant to Government Code section 8625; and

WHEREAS, AB 361 (2021) further requires that state or local officials have imposed or recommended measures to promote social distancing, or, requires that the legislative body determines that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in WCCTA's jurisdiction, specifically, Governor Newsom has declared a State of Emergency due to COVID-19; and

WHEREAS, since issuing Executive Order N-08-21, the highly contagious Delta and Omicron variants of COVID-19 have emerged, causing an increase in COVID-19 cases throughout the State and Contra Costa County; and

WHEREAS, on August 2, 2021, in response to the Delta variant of COVID-19, the Contra Costa County Health Officer issued an order for nearly all individuals to wear masks when inside public spaces and on September 14, 2021, issued an order requiring operators of specified dining establishments, entertainment venues and fitness facilities to restrict entry based on COVID-19 vaccination status or testing; and

WHEREAS, the Centers for Disease Control and Prevention (“CDC”) continues to recommend physical distancing of at least 6 feet from others outside of the household; and

WHEREAS, because of the rise in cases due to the Delta and Omicron variants of COVID-19, the WCCTA Board of Directors is concerned about the health and safety of all individuals who intend to attend WCCTA Board meetings and meetings of WCCTA’s other legislative bodies; and

WHEREAS, the WCCTA Board of Directors hereby finds that the presence of COVID-19 and the increase of cases due to the Delta variant would present imminent risks to the health or safety of attendees, including the legislative bodies and staff, should WCCTA’s legislative bodies hold in person meetings; and

WHEREAS, WCCTA shall ensure that its meetings comply with the provisions required by AB 361 (2021) for holding teleconferenced meetings.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Western Contra Costa Transit Authority as follows:

1. The above recitals are true and correct, and incorporated into this Resolution.
2. In compliance with AB 361 (2021), and in order to continue to conduct teleconference meetings without complying with the usual teleconference meeting requirements of the Brown Act, the WCCTA Board of Directors makes the following findings:
 - a) The WCCTA Board of Directors has considered the circumstances of the state of emergency; and
 - b) The state of emergency, as declared by the Governor, continues to directly impact the ability of the WCCTA Board of Directors and WCCTA’s legislative bodies, as well as staff and members of the public, from meeting safely in person; and
 - c) The CDC continues to recommend physical distancing of at least six feet due to COVID-19 and as a result of the presence of COVID-19 and the increase of cases due to the Delta variant, meeting in person would present imminent risks to the health or safety of attendees, the legislative bodies and staff.
3. The WCCTA Board of Directors and WCCTA’s legislative bodies may continue to meet remotely in compliance with AB 361, in order to better ensure the health and safety of the public.

4. The WCCTA Board of Directors will revisit the need to conduct meetings remotely within 30 days of the March 13, 2022 effective date of this resolution.

Regularly passed and adopted this 10th day of March, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Aleida Andrino-Chavez, Chair, Board of Directors

ATTEST: _____
Clerk to the Board

RESOLUTION 2022-05

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 2022/2023.

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. make 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 applicant in Fiscal Year 2022/2023 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 2022/2023 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 2022/2023, 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 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:

Aleida Andrino-Chavez,
Chairperson
WCCTA Board of
Directors

Date

AGENDA ITEM 2.3

RESOLUTION #2022-06

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT(S):

Free System-Wide Rides for Western Contra Costa Residents - \$305,073

WHEREAS, the WCCTA is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines to administer and distribute LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the (WCCTA) wishes to delegate authorization to execute these documents and any amendments thereto to Charles Anderson, General Manager

WHEREAS, the WCCTA wishes to implement the following LCTOP project(s) listed above,

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 and the Authorized Agent documents and applicable statutes, regulations, and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT FURTHER RESOLVED that Charles Anderson, General Manager be authorized to execute all required documents of the LCTOP program and any amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the WCCTA that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY2021-2022 LCTOP funds:

(Continued to next page)

List project(s), including the following information:

Project Name: Free System-Wide Rides for Western Contra Costa Residents

Amount of LCTOP funds requested: \$305,073

Short description of the project: Project will allow free rides to residents of Western Contra Costa County during certain predetermined dates to encourage ridership during and after Covid-19. The free ride program provides will aid in recovery efforts offering both financial and environmental incentives to encourage new transit ridership, reducing single occupancy vehicle travel and GHG

Amount to benefit Priority Populations: \$152,536

Benefit to Priority Populations: By providing multiple opportunities to try our service for free, it will incentivize passengers to return to transit during and after the COVID-19 pandemic. Allowing multiple opportunities will help develop a travel/commute pattern, which includes public transit as a means of getting to work in Contra Costa County, as well as Alameda and San Francisco Counties. The entire service area benefits from the reduction of GHG realized by decreasing the number of single occupancy vehicles on days where air quality is identified as unhealthy.

Contributing Sponsors: Metropolitan Transportation Commission

Passed this 10th day of March 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

AGENCY BOARD DESIGNEE:

BY: Aleida Andrino-Chavez, Chairperson

Date

WCCTA Board of Directors

AGENDA ITEM 2.4

**WESTERN CONTRA COSTA TRANSIT AUTHORITY
RESOLUTION #2022-07**

**AUTHORIZING THE FILING OF AN APPLICATION FOR FTA FORMULA PROGRAM AND
SURFACE TRANSPORTATION PROGRAMS FUNDING FOR VEHICLE REPLACEMENTS
PREVENTATIVE MAINTENANCE AND ADA SET ASIDE AND COMMITTING THE
NECESSARY LOCAL MATCH FOR THE PROJECT(S) AND STATING THE ASSURANCE OF
WCCTA TO COMPLETE THE PROJECT**

WHEREAS, Fixing America's Surface Transportation (FAST, Public Law 114-94) continues and establishes new Federal Transit Administration formula programs (23 U.S.C. §53) and continues the Surface Transportation Program (23 U.S.C. § 133); and

WHEREAS, pursuant to FAST, and the regulations promulgated thereunder, eligible project sponsors wishing to receive Federal Transit Administration (FTA) Section 5307 Urbanized Area, Section 5337 State of Good Repair, or Section 5339 Bus and Bus Facilities (collectively, FTA Formula Program) grants or Surface Transportation Program (STP) grants for a project shall apply first with the appropriate metropolitan transportation planning organization (MPO), for review and inclusion in the MPO's Transportation Improvement Program (TIP); and

WHEREAS, the Metropolitan Transportation Commission is the MPO for the San Francisco Bay region; and

WHEREAS, WCCTA is an eligible project sponsor for FTA Formula Program or STP funds; and

WHEREAS, WCCTA wishes to submit grant applications to MTC for funds from the FY2021/22 – 2023/24 FTA Formula Program or STP funds, for the following project(s):

- Replacement of (2) 45-foot motorcoaches and (2) 40-foot buses with (2) Double-Decker Buses
- Replacement of (2) 45-foot motorcoaches with (2) 45-foot motorcoaches
- Preventative Maintenance
- ADA Set Aside; and

WHEREAS, MTC requires, as part of the application, a resolution stating the following:

1) the commitment of necessary local matching funds (20-50% for FTA Formula Program funds, depending on project type, and 11.47% for STP funds); and

2) that the sponsor understands that the FTA Formula Program and STP funding is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded from FTA Formula Program or STP funds; and

3) the assurance of the sponsor to complete the project as described in the application, and if approved, as programmed in MTC's TIP; and

4) that the sponsor understands that FTA Formula Program funds must be obligated within three years of programming and STP funds must be obligated by January 31 of the year that the project is programmed for in the TIP, or the project may be removed from the program.

NOW, THEREFORE, BE IT RESOLVED by WCCTA's Board of Directors that WCCTA is authorized to execute and file an application for funding under the FTA Formula Program and/or Surface Transportation Program in the amount of \$4,089,339 for VEHICLE REPLACEMENT, PREVENTATIVE MAINTENANCE, AND ADA SET ASIDE; and

BE IT FURTHER RESOLVED that WCCTA Board of Directors by adopting this resolution does hereby state that:

1) WCCTA will provide \$1,994,139 in local matching funds; and

2) WCCTA understands that the FTA Formula Program and STP funding for the project is fixed at \$4,089,339, and that any cost increases must be funded by the WCCTA from local matching funds, and that WCCTA does not expect any cost increases to be funded with FTA Formula Program and Surface Transportation Program funds; and

3) VEHICLE REPLACEMENT, PREVENTATIVE MAINTENANCE, AND ADA SET ASIDE will be built as described in this resolution and, if approved, for the amount shown in the Metropolitan Transportation Commission (MTC) Transportation Improvement Program (TIP) with obligation occurring within the timeframe established below; and

4) The program funds are expected to be obligated by January 31 of the year the project is programmed for in the TIP; and

5) WCCTA will comply with FTA requirements and all other applicable Federal, State, and Local laws and regulations with respect to the proposed project; and

BE IT FURTHER RESOLVED*, that WCCTA is an eligible sponsor of projects in the program for FTA Formula Program and STP funds; and

BE IT FURTHER RESOLVED*, that WCCTA is authorized to submit an application for FTA Formula Program and STP funds for Vehicle Replacement and ADA Set Aside; and

BE IT FURTHER RESOLVED*, that there is no legal impediment to WCCTA making applications for FTA Formula Program and STP funds; and

BE IT FURTHER RESOLVED*, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of WCCTA to deliver such project; and

BE IT FURTHER RESOLVED, that WCCTA agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution 3866; and

BE IT FURTHER RESOLVED that a copy of this resolution will be transmitted to the MTC prior to MTC programming the FTA Formula Program or Surface Transportation Program funded projects in the Transportation Improvement Program (TIP); and

BE IT FURTHER RESOLVED that the MTC is requested to support the application for the project described in the resolution and to program the project, if approved, in MTC's TIP.

Regularly passed and adopted this _____ day of _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

BY: _____

DATE: _____

Aleida Andrino-Chavez, Chair

ATTEST: _____

Clerk to the Board