



Western Contra Costa  
Transit Authority

## **NOTICE OF MEETING**

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

**DATE:** September 10, 2020 (Thursday)  
**TIME:** 6:30 PM  
**PLACE:** Via Zoom conference call (access details  
below)

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

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

Directors, staff and the public may participate remotely:

Topic: WestCAT Board Meeting

Time: September 10, 2020 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86439677861>

Meeting ID: 864 3967 7861

One tap mobile

+16699006833,,82102451366# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 864 3967 7861

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

## AGENDA

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

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

### **B. APPROVAL OF AGENDA**

### **C. PUBLIC COMMUNICATIONS**

This is the time for members of the public to bring up with the Board of Directors matters of general interest that are not on the agenda. In accordance with provisions of the Brown Act, the Board will automatically refer to staff any matters that are brought before them at this time, and the matter may be placed on a future agenda. 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 July 30, 2020.\*
- 1.2 Approval of Expenditures of July and August, 2020..\*
- 1.3 Receive Contractors Monthly Management Report for July, 2020\* **[Action Requested: Approve Items 1.1 and 1.2 and Receive Item 1.3]**

### **2.0 ITEMS FOR BOARD ACTION / DISCUSSION**

- 2.1 Staff Recognition of Francis Castro on her Retirement after 33 Years of Dedicated Service to WestCAT **[No Action: Information Only]**
- 2.2 Consideration and Adoption of Resolution 2020-05 Approving the project for FY 2018-2019 and FY 2019-2020 for Lifeline Transportation Program Cycle 6, Partial Funding for Purchase and Installation of New AVL System **[Action Requested: Formal Adoption of Resolution 2020-05].\***
- 2.3 Discussion and Update on COVID 19 Response. **[No Action: Information Only]**
- 2.4 Consideration and Adoption of Resolution 2020-06 Endorsing the Riding Together: Bay Area Healthy Transit Plan as a Baseline Set of Measures That WCCTA, Along With Other Bay Area Transit Agencies Will Implement to Ensure the Health of Transit Riders and Workers During the COVID-19 Pandemic **[Action Requested: Formal Adoption of Resolution 2020-06].\***
- 2.5 Presentation and Discussion of FY2021 Operations Budget, and FY2021 Capital Budget **[Action Requested: Receive Finance and Administration Committee Recommendation. Formal approval of FY2021 Operations Budget, and FY 2021 Capital Budget]. \***

### **3.0 COMMITTEE REPORTS**

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

### **4.0 CORRESPONDENCE**

## 5.0 BOARD COMMUNICATION

## 6.0 ADJOURNMENT

\* Enclosures  
^^ To Be Distributed Separately

Documents provided to a majority of the Board of Directors after distribution of the packet, regarding any item on this agenda will be made available for public inspection at the Administration Counter at WCCTA located at 601 Walter Avenue, during normal business hours (Pursuant to SB 343 or California Government Code Section 54957.5 -effective July 1, 2008). If time allows, this information will also be uploaded and posted to the website prior to the meeting and made available at this link <https://www.westcat.org/Home/InsBoard>. The posting of SB 343 information on this website is in addition to the posting of the information at the legally required locations specified above.

**Next Board Meeting: October 8, 2020**

WCCTA BOARD MEETINGS ARE PRERECORDED FOR BROADCAST ON CHANNEL 26. The Community TV Channel 26 schedule is published on the City of Pinole's website at [www.ci.pinole.ca.us](http://www.ci.pinole.ca.us).

**WESTERN CONTRA COSTA TRANSIT AUTHORITY**

**BOARD OF DIRECTORS**

**MEETING MINUTES**

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**July 30, 2020**

**Regular Meeting -6:30 P.M.  
Via Zoom Conference Call**

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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 Kelley called the meeting to order at 6:30 P.M. and led the Pledge of Allegiance.

DIRECTORS PRESENT

Chris Kelley, Norma Martinez-Rubin, Dion Bailey, Tom Hansen, Maureen Powers

STAFF PRESENT

Charles Anderson, Rob Thompson, Yvonne Morrow, Mike Furnary, Andramica McFadden, Rob Petty

GUESTS PRESENT

Peter Edwards, MVT General Manager, Pinole, Jeff Bane, MVT Regional Senior Vice President, Dennis Shipman, MVT Senior Vice President, Business Development, Anthony Mahadeo, MVT Director of Pricing

**B. APPROVAL OF AGENDA**

Following an inquiry to the Board, no concerns were identified with any items on the agenda as presented.

**MOTION: A motion was made by Director Bailey, seconded by Director Hansen to approve the agenda. The motion was carried by the following vote:**

**Ayes: 5– Hansen, Kelley, Bailey, Martinez-Rubin, Powers**

**C. PUBLIC COMMUNICATIONS**

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

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

NONE.

**1) CONSENT CALENDAR**

Chair Kelley introduced the item.

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

**Ayes:** 5– Hansen, Powers, Kelley, Bailey, Martinez-Rubin

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

### **2.1. Election of Officers for FY 20/21: Solicitation of Nominations and Election of Chair and Vice-Chair Positions for FY 20/21**

Chair Kelley introduced the item and General Manager Anderson provided some background on the nomination and election process of Chair and Vice-Chair for the WCCTA Board of Directors.

**MOTION: A motion was made by Director Hansen, seconded by Director Bailey to appoint Vice-Chair Martinez-Rubin as Chair of the WCCTA Board of Directors for FY 20/21. The motion was carried by the following vote:**

**Ayes:** 5– Hansen, Powers, Kelley, Bailey, Martinez-Rubin

**MOTION: A motion was made by Director Hansen, seconded by Director Powers to appoint Director Aleida Chavez as Vice-Chair of the WCCTA Board of Directors for FY 20/21. The motion was carried by the following vote:**

**Ayes:** 5– Hansen, Powers, Kelley, Bailey, Martinez-Rubin

At this time, the Director Martinez-Rubin assumed the responsibility of Chairing the meeting.

### **2.2. Receive Recommendation from the Finance and Administration Committee on Award of Contract for Operations and Maintenance of Fixed Route and Paratransit Services: Receive Finance & Administration Committee Recommendation. Formal Award of Contract for Operations and Maintenance of Fixed Route and Paratransit Services**

Chair Martinez-Rubin introduced the item.

General Manager Anderson reported that staff had intended to have a completed and mutually acceptable contract to present this evening, as both parties have reached agreement on contract details and final Scope of Work. In addition, final contract rates have been established through the negotiations process with MV. Unfortunately, the form of the contract document that we received from our attorney was not a good fit. Thus, we're amending the recommended action printed on the agenda to request that the Board authorize the General Manager to enter into an agreement with MV Transportation, Inc. on the terms that will be discussed and presented this evening, and to execute that agreement after both parties' legal teams have reviewed and approved the form.

He stated that he will go through some of the discussion points and provide a little history of the procurement for our operations and maintenance contract. Following that, the pricing will be presented, and then there will be a chance to hear from the F&A Committee members, and an opportunity to ask questions.

He introduced MVT Senior Vice President Business Development Dennis Shipman, and MVT Regional Senior Vice President Jeff Bane, and announced that MVT General Manager Peter Edwards was also present.

MVT Regional Senior Vice President Jeff Bane introduced MVT Director of Pricing Anthony Mahadeo.

Assistant General Manager Thompson reported on the evaluation committee's process.

He concluded that based on a combination of the initial proposal, the interview process, and changes that were submitted during the best and final offer process, the committee felt that MV was able to demonstrate a good solid understanding of the RFP's Scope of Work, and responded well to the questions raised during the evaluation process. Ultimately all members of the evaluation committee felt comfortable in making the recommendation that is before the Board tonight to award the contract to MV..

General Manager Anderson highlighted details of the impacts to the RFP and proposal process due to the current COVID-19 crisis. He mentioned that several changes were made throughout the process from the original Scope of Work in the RFP, and some were very consequential. He summarized the changes.

He thanked the MV team for being transparent and working towards the common goal of retaining as many of the individuals who are at this division as possible.

He explained the various factors involved in the negotiations with MV and presented the pricing sheet to the Board for their review. He concluded by explaining the new language to be called out in the motion.

Chair Martinez-Rubin delivered the F&A Committee meeting report.

Several questions were raised by Board members and addressed by MV staff.

Director Hansen added some additional comments on behalf of the F&A Committee.

Board members asked questions of General Manager Anderson. General Manager Anderson answered the questions.

**MOTION: A motion was made by Director Kelley, seconded by Director Hansen to authorize the General Manager to execute an agreement in a form approved by both parties' legal counsels in accordance with the terms, conditions, and pricing structure that WCCTA staff presented to the WCCTA Board of Directors this evening. The motion was carried by the following vote:**

**Ayes: 5**—Kelley, Bailey, Powers, Hansen, Martinez-Rubin

**2.3. Report on Initial Meetings of MTC Blue Ribbon Transit Recovery Task Force:** Discussion and Direction to Staff

Chair Martinez-Rubin introduced the item. Assistant General Manager Thompson presented a report and overview of the item.

He stated that the three main focus areas of the Task Force initially were to recommend a distribution formula for allocating the second round of the CARES Act funding, to help formulate a near-term recovery strategy for transit, and to evaluate the long term impacts of COVID-19 on the Bay Area transit network. He said that the federal CARES Act funding formula has now been approved by the Commission. WCCTA had previously been approved

for \$2.2 million, and we have just submitted our application to FTA for an additional \$1.8 million from the second round..

He called attention to the two presentations included in the Board packets that have already gone to the Blue Ribbon Task Force. They are primarily meant as background information as to what's been presented to the Task Force and the ongoing work being done.

He explained that the first presentation deals with one aspect of the near term recovery strategy; the safety plan that the Task Force is currently working on and developing. The operators have come up with an initial draft of the plan that we just received this afternoon. There is a very quick turnaround to get comments in by next week so that it can be finalized and can be presented to the Blue Ribbon Task Force for their next meeting. Once finalized, one of the requirements will likely be for our Board to pass a resolution that will show our commitment to the safety plan. He then read a summary from the draft plan describing its overall purpose.

The second presentation addresses the work that some of the planning staff are working on at the various agencies. It is a kind of sub-committee of the Blue Ribbon Task Force that is made up of all of the planning managers from the various transit operators throughout the region, which he is part of. They are working on some of the short and long term strategies with a lot of coordination amongst all of the operators in the region.

He then detailed some of the strategies that the subcommittee is currently collaborating on together. The work that this subcommittee is doing will feed back into the Blue Ribbon Task Force, as it moves ahead on coming up with strategies for transit moving forward. The Task Force is just getting started on this work, so we must be engaged and involved as much as we can early on. One of the main aspects that we're trying to work on is relaying the importance of the local services and the school trippers that some of the smaller operators do provide outside the urban core, and how invaluable that service is to workers and the transit-dependent populations.

Board members asked questions, made comments, and expressed their concerns.

Director Kelley encouraged the other members to follow the meetings of the Blue Ribbon Task Force, so that they can evaluate for themselves what is going on.

Director Hansen emphasized that the Board should really be focusing on equity in this process.

Chair Martinez-Rubin requested a future agenda item regarding the preparation of a statement from this Board for staff to carry to a future meeting of the Task Force that would reflect their concerns.

General Manager Anderson responded with some background on the formation of the Blue Ribbon Task Force and their vision. Early on in the Task Force's work there had been a request to get the voice of the local communities and local officials as input into the Blue Ribbon Committee work. This remains an important thing to pursue. The vision driving many Task Force members appears to be the same one that informed a recent bill drafted by Assembly Member Chu, who has a seat on the Task Force, and the Seamless Bay Area advocates. As Director Kelley said, their vision does not necessarily reflect the needs or the interests or the vision of the local community, nor the equity considerations that we all have to deal with in providing our services.

He added that it's refreshing to listen to the discussions currently under way at the planning group, which are focused on dealing with real problems, real problem statements, and real issues. This group is comprised of professionals who have the technical ability to understand the issues in a detailed way and to apply their knowledge and experience to solving problems. There's a very general discussion at the regional level of a big fragmented system and a set of non-specific problems are hard to address constructively because of their lack of definition. These are politically attractive to people to offer opinions and suggestions and visions. Therefore, to the extent that we can get this back to consider specific local needs, local community, local voices, and local input into this process, our communities are going to be better off. Otherwise, there's a good chance they'll be disenfranchised both in terms of service and in terms of the funding that is needed to provide the needed services. He concluded that we have a need for funding even now, before this process unfolds.

Director Kelley reiterated her concerns and encouraged everyone to pay attention to this issue because it's going to be really important for us, for our transit, and particularly for equity.

Chair Martinez-Rubin said that beyond the Board paying attention to the ongoing work of this Task Force, she requested that staff prepare a draft for them of some key points that we would want to inform the Task Force members about that are specific to WestCAT as a smaller agency. She requested this as an agenda item for the next meeting and the other Board members concurred.

General Manager Anderson concurred with the Board's direction.

### **3) COMMITTEE REPORTS**

#### **3.1. General Manager's Report**

General Manager Anderson provided his report.

1. We recently took delivery of five new replacement vehicles equipped with APCs and GPS.
2. Unless we are required to convene the Board to pass the resolution committing to the health and safety plan for the Blue Ribbon Task Force, it would be smart to delay to the regular September meeting, and then bring a fairly larger agenda at that time.
3. Right now we're handling the passenger capacity limitations on the buses due to COVID-19 with a limited schedule and back-up vehicles when buses fill to capacity. However, as more riders return and while the virus is still active, we'll soon run out of capacity and out of vehicles to continue that model. At that point, we may need the Board to weigh in. Hence, staff will come back in September to get feedback from the Board on the most critical services, and some of these equity considerations as well.
4. We'll also be bringing a budget in September now that we have a better sense of what level of funding will be available through the various funding sources that MTC administer.

#### **3.2. WCCTAC Report**

Director Powers provided a brief report on the WCCTAC meeting.

1. The WCCTAC Board heard a report from both AC Transit and WestCAT on their efforts and experiences during the pandemic.
2. Supervisor Gioia raised the subject again about consolidation and there was some discussion back and forth.

3. There was also a discussion of the potential implications of more people returning to their cars and onto the highways due to COVID
4. There was a suggestion to potentially use the low income student bus passes for middle schools in addition to high schools for this year only.
5. There was also a discussion of the Richmond I-80 project in the little area near the transit center, where they are going to be putting some side access for buses and additional parking.

Director Kelley reported on another project involving MTC, the Alameda County Transportation Commission, and CCCTA having to do with designs for I-80 between the Carquinez Bridge and the Bay Bridge.

Board members made some additional comments.

**CORRESPONDENCE**

None.

**4) BOARD COMMUNICATION**

Board members and staff thanked Director Kelley for her leadership and guidance of the agency through the years.

**5) ADJOURNMENT**

At 7:55 p.m., Chair Martinez-Rubin adjourned the regular meeting of the WCCTA Board of Directors of July 30, 2020

\_\_\_\_\_  
**Norma Martinez-Rubin, Chair**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Charles Anderson, Secretary**

\_\_\_\_\_  
**Date**

A/P DISBURSEMENTS JULY 2020

**AGENDA**

7/16/20 at 14:21:10.47

WCCTA - WestCAT  
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**ITEM # 1.2**

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
7/2/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	39958	July inspection Afforda-Test	100.00	100.00
6/12/20	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	M-14902260	May and June May and June AT&T	186.00 93.00	279.00
7/1/20	10400 Prepaid Expenses 20100 Accounts Payable	CAL2021-0031	Liability and Vehicle Physical Damage Program CalTIP	587,535.00	587,535.00
7/11/20	10400 Prepaid Expenses 20100 Accounts Payable	INO240798	Annual health permit for FY 20/21 Contra Costa Health Services	5,401.00	5,401.00
6/26/20	50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	INO2559715	Janitorial supplies CCP Industries Inc.	557.61	557.61
6/29/20	50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	M-1084947	Janitorial supplies Central Sanitary Supply	752.16	752.16
7/1/20	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	7/20	July cell phone reimbursment July cell phone reimbursment Charles Anderson	40.00 20.00	60.00
6/29/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-127500	Vehicle parts Chuck's Brake & Wheel	6,369.95	6,369.95
6/25/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-4054172323	Uniform Cintas Corporation	609.47	609.47
7/1/20	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	103979328	July fiber optic network July fiber optic network Comcast Business	1,066.67 533.33	1,600.00
8/1/20	10400 Prepaid Expenses 10400 Prepaid Expenses 20100 Accounts Payable	8/20	August LTD August supplemental life ins. BCC	667.54 288.77	956.31
6/11/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	3201630007	Vehicle parts Dentoni's Welding Works Inc.	356.59	356.59

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
6/8/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	57365	Vehicle parts  Diesel Marine Electric	650.04	650.04
6/29/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	6/2020	Bus shelter maintenance  Don Hinkle	363.00	363.00
7/5/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	7/20	July bus shelter maintenance  Don Hinkle	396.00	396.00
6/24/20	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	6/20	Water service 4/27-6/24/20  Water service 4/27-6/24/20  EBMUD	769.21  384.60	1,153.81
6/29/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	20-139740	DEF  Flyers Energy, LLC (RCP)	84.69	84.69
7/6/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	20-144117	DEF  Flyers Energy, LLC (RCP)	284.74	284.74
6/25/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	INO 0031	May cleaning and disinfect offices  GCI JANITORIAL SERVICES	2,676.00	2,676.00
6/30/20	50499-41 Other Mat & Supplies, Veh Ma 10202 A/R Accrual - MV & Insuranc  20100 Accounts Payable	M-40710869	Vehicle parts  Vehicle parts units #404 DOA 5/27/20, #406 DOA 5/18/20 and #407 DOA 6/22/20 Gillig LLC	2,960.57  10,030.75	12,991.32
7/1/20	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	7/20	July dental  Health Care Dental	886.51	886.51
6/25/20	50402-10 Tires & Tubes 20100 Accounts Payable	M132367	June tires  J & O's Commercial Tire Center	16,445.69	16,445.69
6/29/20	50499-41 Other Mat & Supplies, Veh Ma 50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-D801367	Vehicle parts  Vehicle repair units #158 and #404  Kenworth Pacific Holding	5,796.46  937.21	6,733.67
6/26/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	456920-146	A/C repair (vault room)  Monterey Mechanical	622.00	622.00

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
6/27/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	355009	Vehicle parts Napa Auto Parts Antioch	3,014.80	3,014.80
6/27/20	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	20507	Towing service unit #155 Olivers Tow	436.66	436.66
7/1/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	59553	July landscaping Pacific Site Landscaping	557.87	557.87
6/30/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	37331	Vehicle parts Precision Wireless Service	153.64	153.64
7/9/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	37347	Vehicle parts Precision Wireless Service	656.19	656.19
6/5/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	161881	Diesel Spartan Tank Lines, Inc.	15,270.59	15,270.59
6/16/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	162110	Diesel Spartan Tank Lines, Inc.	16,051.38	16,051.38
6/24/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	162318	Diesel Spartan Tank Lines, Inc.	17,428.10	17,428.10
7/13/20	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	W24540-50	Vehicle repair unit #405 Tk Services, Inc.	5,922.08	5,922.08
6/18/20	50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	20759	Bus stop signs poles Transit Information Products	4,259.72	4,259.72
7/1/20	10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	0294	Vehicle repair unit #407 DOA 6/22/20 Walker's Auto Body	3,166.55	3,166.55
6/30/20	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	6/20	June service June service Western Exterminator Co.	102.67 51.33	154.00
7/1/20	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-00580958	Waste pick-up World Oil Environmental Services	45.00	45.00

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
				714,981.14	714,981.14

## A/P DISBURSEMENTS AUGUST 2020

WCCTA - WestCAT  
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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
8/12/20	50501-10 Telephone, Operations	M-15184691	Jul and Aug 6/13-7/12/20 7/13-8/12/20	204.64	
	50501-60 Telephone, Admin		Jul and Aug 6/13-7/12/20 7/13-8/12/20	102.32	
	20100 Accounts Payable		AT&T		306.96
8/4/20	50499-41 Other Mat & Supplies, Veh Ma	47358	Vehicle parts	147.86	
	20100 Accounts Payable		Bay Area Bus Repair, Inc.		147.86
7/31/20	50410-10 Postage, Operations	7/20	July postage	150.00	
	50410-60 Postage, Admin		July postage	74.99	
	50908-10 Marketing & Advertising, Ope		Yelpinc, FedEx COVID-19 schedules	1,016.82	
	50300-42 Outside Service, Non-Veh Mai		Weed trimmer bike repair	49.82	
	50300-41 Outside Service, Vehicle Main		FedEx shipping (James)	45.26	
	50499-42 Other Mat&Suppl, Non-Veh		Comp network expense, shed materials, roof shingles, and fog/desinfectant machine (COVID-19)	2,080.71	
	11103 Office Equipment & Furniture		Comp network equipment upgrades/server/misc hardware	2,954.63	
	11105 Oper, Maint & Admin Facility		Buswash	550.36	
	50999-10 Miscellaneous Exp, Operation		Shop meeting	37.15	
	20100 Accounts Payable		Bank of America Business Card		6,959.74
8/10/20	50499-42 Other Mat&Suppl, Non-Veh	M-1096671	Janitorial supplies	520.87	
	20100 Accounts Payable		Central Sanitary Supply		520.87
8/1/20	50501-10 Telephone, Operations	8/20	August cell phone reimbursement	40.00	
	50501-60 Telephone, Admin		August cell phone reimbursement	20.00	
	20100 Accounts Payable		Charles Anderson		60.00
8/1/20	50499-41 Other Mat & Supplies, Veh Ma	127855	Vehicle parts	3,125.41	
	20100 Accounts Payable		Chuck's Brake & Wheel		3,125.41
7/30/20	50499-41 Other Mat & Supplies, Veh Ma	M-014468763	Uniform	1,081.57	
	20100 Accounts Payable		Cintas Corporation		1,081.57
8/1/20	50501-10 Telephone, Operations	105709691	Aug fiber optic network	1,066.67	
	50501-60 Telephone, Admin		Aug fiber optic network	533.33	
	20100 Accounts Payable		Comcast Business		1,600.00
9/1/20	50215-60 Fringe Benefits, Admin	9/20	Sep LTD	667.54	
	20200 Accrued Payroll Liabilities		Sep supplemental life ins.	288.77	
	20100 Accounts Payable		BCC		956.31

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Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
7/14/20	10202 A/R Accrual - MV & Insuranc 10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	14-2020-Jul	Admin ins. fees unit #150 DOA 3/21/19 Admin ins. fees unit #112 DOA 3/13/19 Admin ins. fees unit #36 DOA 8/10/19 Admin ins. fees unit #408 DOA 9/19/20 Admin ins. fees unit #114 DOA 1/15/20 California Transit Systems	41.00  805.50  20.50  12,817.75  174.25	          13,859.00
7/15/20	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	Y5-38191	Vehicle repair unit #601  Cummins Pacific LLC	126.92	  126.92
8/11/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-57439	Vehicle parts  Diesel Marine Electric	2,225.12	  2,225.12
8/31/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	M-8/20	Aug bus shelter maintenance  Don Hinkle	682.00	  682.00
7/31/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	CASA164649	Vehicle parts  Fastenal Company	127.35	  127.35
8/19/20	11101 Transp. Vehicles & Equipment 20100 Accounts Payable	30129401	Five new buses inspection  First Transit, Inc.	5,170.00	  5,170.00
8/14/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	57547751	Vehicle parts  FleetPride	84.12	  84.12
7/13/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	20-148683	Gasoline  Flyers Energy, LLC (RCP)	16,161.64	  16,161.64
8/10/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	M-20-163405	FCAB50, motor oil and DEF  Flyers Energy, LLC (RCP)	2,607.72	  2,607.72
8/19/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	20-102048	DEF and motor oil (orig 4/13/20)  Flyers Energy, LLC (RCP)	1,560.44	  1,560.44
7/30/20	50300-42 Outside Service, Non-Veh Mai 50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	INV0033	July cleaning, disinfectant fogging  Janitorial supplies  GCI JANITORIAL SERVICES	2,748.50  137.36	    2,885.86
7/24/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	90166467	Vehicle parts  GENFARE	60.54	  60.54
7/16/20	11101	M-67719	Five new Gillig buses	2,963,811.30	

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
	Transp. Vehicles & Equipment 20100 Accounts Payable		Gillig LLC		2,963,811.30
7/31/20	50499-41 Other Mat & Supplies,Veh Ma 10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	M-407196.22	Vehicle parts	2,018.46	
			Vehicle parts unit #151 DOA 6/22/20 Gillig LLC	1,682.86	3,701.32
7/31/20	50300-60 Outside Services, Admin 20100 Accounts Payable	1272649	July legal services	7,599.75	
			Hanson Bridgett LPP		7,599.75
8/1/20	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	8/20	Aug dental ins.	886.51	
			Health Care Dental		886.51
7/21/20	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	FOW311542	Vehicle parts	364.16	
			Hilltop Ford		364.16
7/30/20	50402-10 Tires & Tubes 20100 Accounts Payable	M-133300	July tires	11,652.50	
			J & O's Commercial Tire Center		11,652.50
8/14/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	10-094	Backflow testing	225.00	
			Jackson & Son Plumbing		225.00
9/1/20	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	9/20	Sep medical ins.	10,548.49	
			Kaiser Foundation Health Plan, Inc.		10,548.49
7/15/20	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	M-8083800	Vehicle parts	1,055.64	
			Kimball Midwest		1,055.64
7/2/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	456920-143	Quarterly maintenance	432.00	
			Monterey Mechanical		432.00
7/25/20	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	357540	Vehicle parts	3,239.88	
			Napa Auto Parts Antioch		3,239.88
7/16/20	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-20-6134	Towing services units #204 and #34	1,263.82	
			Olivers Tow		1,263.82
8/8/20	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	69046872	Aug copier	356.16	
			Pacific Office Automation/Lease		356.16
7/17/20	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-690962-00	Vehicle repair units #156 and #163	1,668.39	
			Pacific Power Group, LLC		1,668.39

WCCTA - WestCAT  
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
8/1/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	59652	Aug landscaping Pacific Site Landscaping	557.87	557.87
7/13/20	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	7/20	July gas and electric 6/13-7/13/20 July gas and electric 6/13-7/13/20 PG & E	2,663.66 1,331.83	3,995.49
7/1/20	50300-10 Outside Services, Operations 20100 Accounts Payable	373080	Jul-Sep airtime Precision Wireless Service	7,767.68	7,767.68
8/12/20	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-904321844	Vehicle parts Prevost Car, a division of	2,094.98	2,094.98
7/23/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	98932G	Back gate repairs R & S Erection of Richmond, Inc.	814.30	814.30
8/7/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	8/20	Caps on bollards (yard) RAM Welding & FAB	450.00	450.00
7/31/20	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	0851-153874187	July service July service Republic Services #851	565.91 282.95	848.86
7/1/20	50300-10 Outside Services, Operations 20100 Accounts Payable	M-5380	Web design, yannick's time COVID-19 and WestCAT passes desig Rico Visuals	3,120.00	3,120.00
8/14/20	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	69068	Worker's comp adj FY 19/20 Special District Risk Mgmt Authority	2,444.76	2,444.76
7/2/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	162523	Diesel Spartan Tank Lines, Inc.	15,954.60	15,954.60
7/14/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	162754	Diesel Spartan Tank Lines, Inc.	16,508.28	16,508.28
7/23/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	163003	Diesel Spartan Tank Lines, Inc.	16,954.23	16,954.23
7/31/20	50401-10 Fuel & Lubricants 20100 Accounts Payable	163239	Diesel Spartan Tank Lines, Inc.	17,020.19	17,020.19
7/21/20	50300-10	7/20	July DAR tablets	3,885.57	

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
	Outside Services, Operations 20100 Accounts Payable		T-MOBILE		3,885.57
8/5/20	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	M-82163232	Vehicle parts  The Aftermarket Parts Company, LLC	2,186.80	2,186.80
8/4/20	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	M-W24976-50	Vehicle repair units #405 and #406  Tk Services, Inc.	11,620.10	11,620.10
7/13/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	INV0000000492	July system maint and support  TransTrack Systems, Inc.	3,900.00	3,900.00
8/20/20	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	INV0000000502	Aug system maint and support  TransTrack Systems, Inc.	3,900.00	3,900.00
7/21/20	50300-10 Outside Services, Operations 20100 Accounts Payable	9859151991	July cell phones  Verizon Wireless	566.27	566.27
8/3/20	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	48757	Cut Plexiglas  Wadsworth Glass INC	1,250.00	1,250.00
7/1/20	10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	M-0294	Vehicle repair unit #407 DOA and #404 DOA Walker's Auto Body	15,998.52	15,998.52
8/13/20	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	0330	Vehicle repair unit #167 DOA  Walker's Auto Body	2,299.93	2,299.93
7/31/20	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	7/20	July service  July service  Western Exterminator Co.	102.67 51.33	154.00
7/15/20	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-00586286	Waste pick-up  World Oil Environmental Services	55.00	55.00
				<u>3,201,461.78</u>	<u>3,201,461.78</u>



# Monthly Management Report Summary

July, FY 20/21

## System & Program Summary

	July FY 20/21	July FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
<b>System Total</b>						
Total Passengers	29,454	96,059	-69.3	29,454	96,059	-69.3
Weekday Total Passengers	27,147	91,641	-70.4	27,147	91,641	-70.4
Saturday Total Passengers	1,319	2,564	-48.6	1,319	2,564	-48.6
Sunday Total Passengers	988	1,854	-46.7	988	1,854	-46.7
Weekday Average Passengers	1,234	4,166	-70.4	1,234	4,166	-70.4
Saturday Average Passengers	330	641	-48.5	330	641	-48.5
Sunday Average Passengers	198	371	-46.6	198	371	-46.6
Vehicle Revenue Hours	6,124.92	9,667.41	-36.6	6,124.92	9,667.41	-36.6
Total Vehicle Hours	6,506.83	10,318.46	-36.9	6,506.83	10,318.46	-36.9
Revenue Vehicle Miles	107,715.7	174,396.6	-38.2	107,715.7	174,396.6	-38.2
Total Miles	127,544.0	192,640.0	-33.8	127,544.0	192,640.0	-33.8
<b>Dial-A-Ride Program</b>						
Number of Weekdays	22	22	0.0	22	22	0.0
Number of Saturdays	4	4	0.0	4	4	0.0
Total Passengers	922	3,191	-71.1	922	3,191	-71.1
Weekday Total Passengers	834	2,988	-72.1	834	2,988	-72.1
Saturday Total Passengers	88	203	-56.7	88	203	-56.7
Weekday Average Passengers	38	136	-72.1	38	136	-72.1
Saturday Average Passengers	22	51	-56.9	22	51	-56.9
Vehicle Revenue Hours	567.84	1,451.43	-60.9	567.84	1,451.43	-60.9
Total Vehicle Hours	660.90	1,573.40	-58.0	660.90	1,573.40	-58.0
Productivity	1.62	2.20	-26.4	1.62	2.20	-26.4
Revenue Vehicle Miles	11,388.8	19,192.2	-40.7	11,388.8	19,192.2	-40.7
Total Miles	12,582.0	21,005.0	-40.1	12,582.0	21,005.0	-40.1
<b>Express Routes Program</b>						
Number of Weekdays	22	22	0.0	22	22	0.0
Number of Saturdays	4	4	0.0	4	4	0.0
Number of Sundays	5	5	0.0	5	5	0.0
Total Passengers	12,788	41,469	-69.2	12,788	41,469	-69.2
Weekday Total Passengers	10,839	37,720	-71.3	10,839	37,720	-71.3
Saturday Total Passengers	961	1,895	-49.3	961	1,895	-49.3
Sunday Total Passengers	988	1,854	-46.7	988	1,854	-46.7
Weekday Average Passengers	493	1,715	-71.3	493	1,715	-71.3
Saturday Average Passengers	240	474	-49.4	240	474	-49.4
Sunday Average Passengers	198	371	-46.6	198	371	-46.6
Vehicle Revenue Hours	2,052.29	3,366.26	-39.0	2,052.29	3,366.26	-39.0
Total Vehicle Hours	2,148.23	3,648.15	-41.1	2,148.23	3,648.15	-41.1
Productivity	6.23	12.32	-49.4	6.23	12.32	-49.4
Revenue Vehicle Miles	28,379.7	61,749.3	-54.0	28,379.7	61,749.3	-54.0
Total Miles	30,104.1	67,379.3	-55.3	30,104.1	67,379.3	-55.3



# Monthly Management Report Summary

July, FY 20/21

## System & Program Summary

	July FY 20/21	July FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
<b>Local Fixed Routes Program</b>						
Number of Weekdays	22	22	0.0	22	22	0.0
Number of Saturdays	4	4	0.0	4	4	0.0
Total Passengers	9,275	22,022	-57.9	9,275	22,022	-57.9
Weekday Total Passengers	9,005	21,556	-58.2	9,005	21,556	-58.2
Saturday Total Passengers	270	466	-42.1	270	466	-42.1
Weekday Average Passengers	409	980	-58.3	409	980	-58.3
Saturday Average Passengers	68	117	-41.9	68	117	-41.9
Vehicle Revenue Hours	2,585.32	3,184.69	-18.8	2,585.32	3,184.69	-18.8
Total Vehicle Hours	2,701.23	3,336.82	-19.0	2,701.23	3,336.82	-19.0
Productivity	3.59	6.92	-48.1	3.59	6.92	-48.1
Revenue Vehicle Miles	41,157.4	49,054.7	-16.1	41,157.4	49,054.7	-16.1
Total Miles	43,525.4	51,898.8	-16.1	43,525.4	51,898.8	-16.1
<b>Transbay Lynx Program</b>						
Number of Weekdays	22	22	0.0	22	22	0.0
Total Passengers	6,469	29,377	-78.0	6,469	29,377	-78.0
Weekday Total Passengers	6,469	29,377	-78.0	6,469	29,377	-78.0
Weekday Average Passengers	294	1,335	-78.0	294	1,335	-78.0
Vehicle Revenue Hours	919.47	1,665.03	-44.8	919.47	1,665.03	-44.8
Total Vehicle Hours	996.47	1,760.09	-43.4	996.47	1,760.09	-43.4
Productivity	7.04	17.64	-60.1	7.04	17.64	-60.1
Revenue Vehicle Miles	26,789.8	44,400.4	-39.7	26,789.8	44,400.4	-39.7
Total Miles	28,391.4	46,237.0	-38.6	28,391.4	46,237.0	-38.6





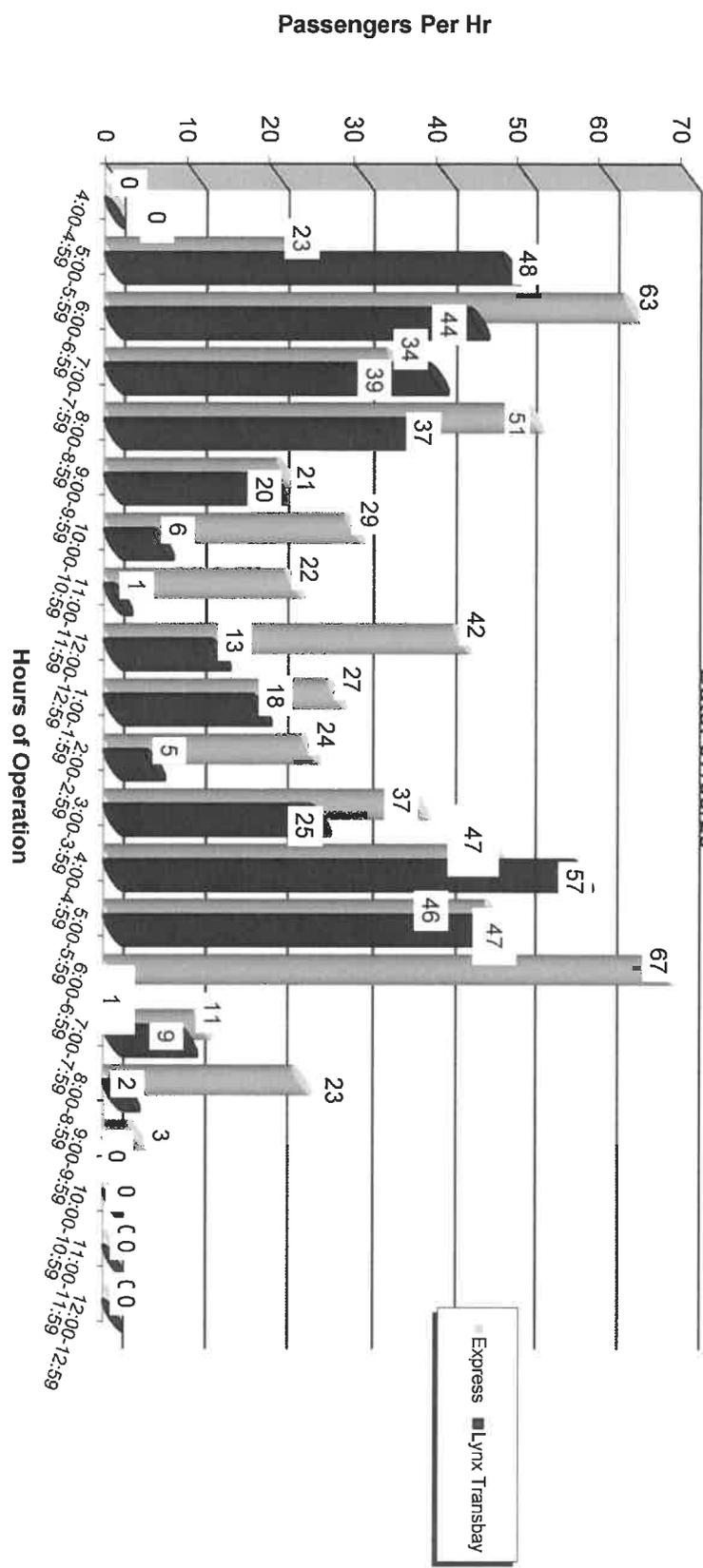
# Passenger & Productivity Statistical Report

July, FY 20/21  
System  
All Routes

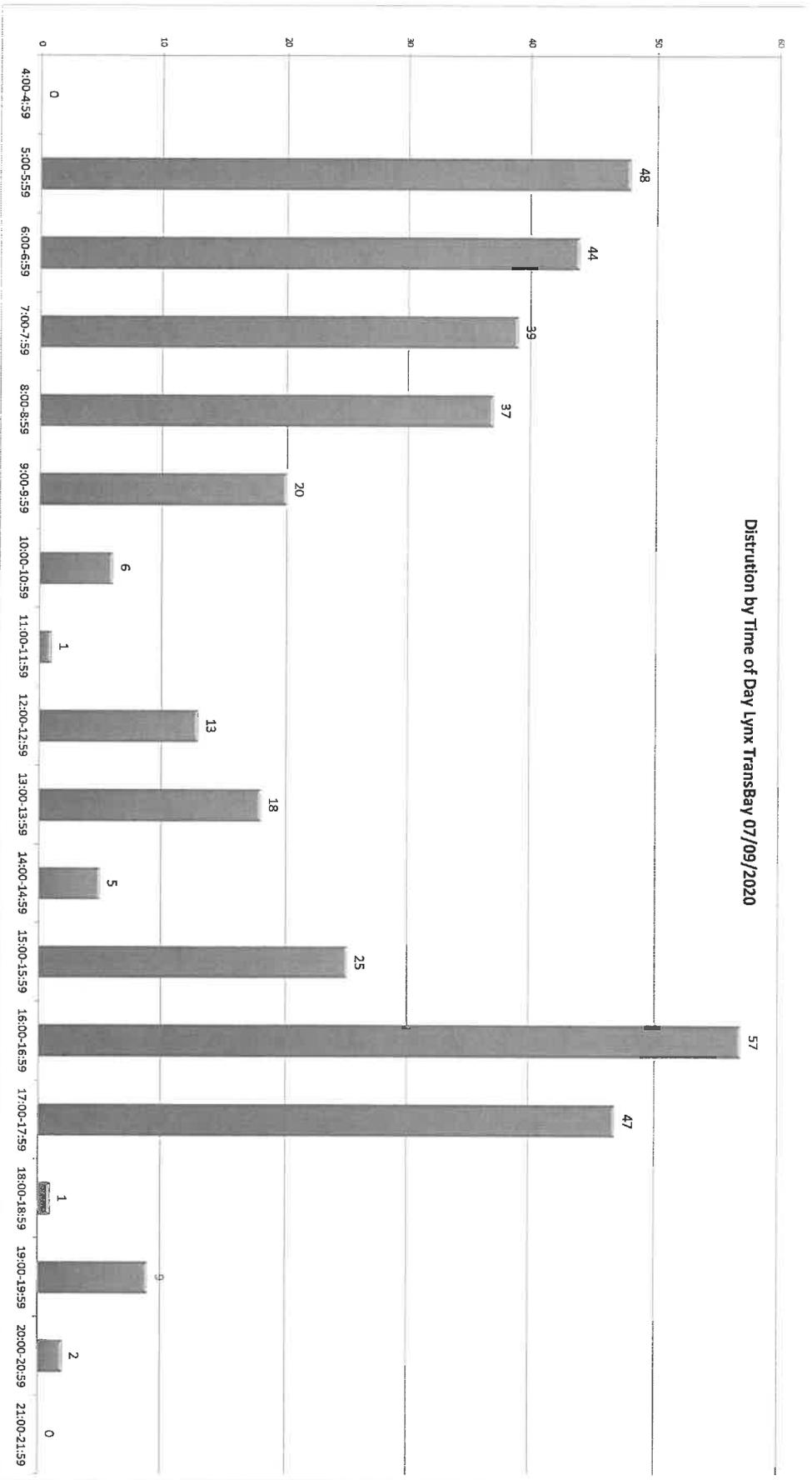
Route by Day Type & System	Passengers				Passengers Per Revenue Hour				
	July		Fiscal Year To Date		July		Fiscal Year To Date		
	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change
Route 10 Weekday	1,672	589	-64.8	1,672	589	-64.8	6.9	3.0	-56.4
Route 11 Weekday	4,631	1,843	-60.2	4,631	1,843	-60.2	10.7	5.2	-50.9
Route 11 Saturday	249	112	-55.0	249	112	-55.0	5.1	2.3	-55.1
Route 11 Total	4,880	1,955	-59.9	4,880	1,955	-59.9	10.1	4.9	-51.7
Route 12 Weekday	1,869	659	-64.7	1,869	659	-64.7	6.5	2.8	-56.5
Route 15 Weekday	1,919	609	-68.3	1,919	609	-68.3	7.8	2.6	-66.9
Route 16 Weekday	3,545	1,895	-46.5	3,545	1,895	-46.5	5.5	3.1	-44.0
Route 19 Saturday	217	158	-27.2	217	158	-27.2	3.9	3.1	-21.5
Route 30Z Weekday	2,192	694	-68.3	2,192	694	-68.3	5.0	2.3	-53.7
Route C3 Weekday	4,872	2,716	-44.3	4,872	2,716	-44.3	8.9	5.0	-44.7
Route DAR Weekday	2,988	834	-72.1	2,988	834	-72.1	2.2	1.6	-27.1
Route DAR Saturday	203	88	-56.7	203	88	-56.7	2.1	1.8	-15.1
Route DAR Total	3,191	922	-71.1	3,191	922	-71.1	2.2	1.6	-26.1
Route J Weekday	19,082	6,159	-67.7	19,082	6,159	-67.7	12.4	5.6	-54.6
Route J Saturday	1,895	961	-49.3	1,895	961	-49.3	10.1	6.9	-31.5
Route J Sunday	1,854	988	-46.7	1,854	988	-46.7	9.4	5.6	-40.0
Route J Total	22,831	8,108	-64.5	22,831	8,108	-64.5	11.9	5.8	-51.5
Route JPK Weekday	12,191	4,680	-61.6	12,191	4,680	-61.6	12.4	7.3	-41.4
Route LYNX Weekday	29,377	6,469	-78.0	29,377	6,469	-78.0	17.6	7.0	-60.1
<b>Total System-Wide</b>	<b>88,756</b>	<b>29,454</b>	<b>-66.8</b>	<b>88,756</b>	<b>29,454</b>	<b>-66.8</b>	<b>9.9</b>	<b>4.8</b>	<b>-51.4</b>

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

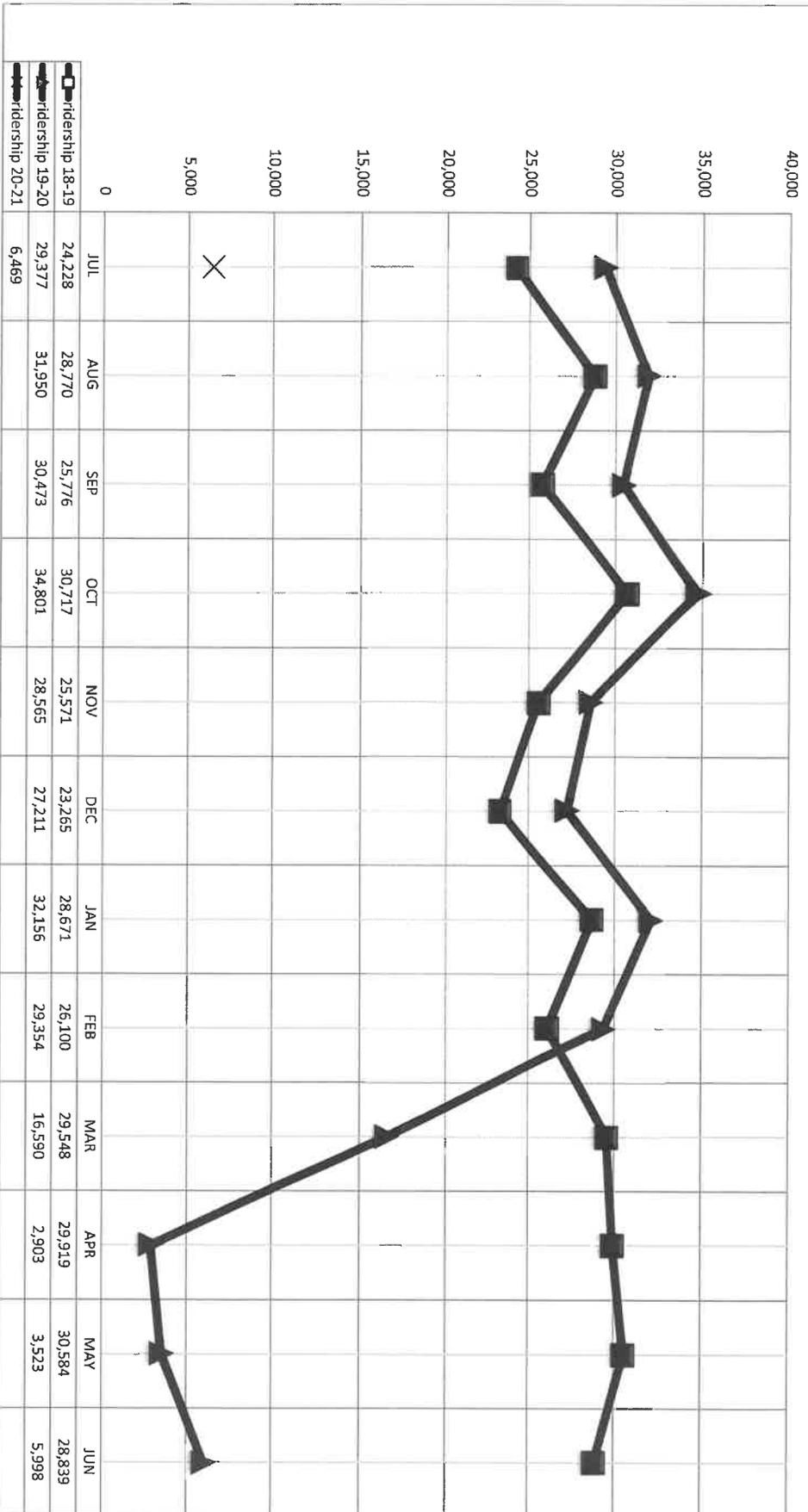
Date: 07/09/20



Distribution by Time of Day Lynx TransBay 07/09/2020



### WESCAT LYNX TRANSBAY 3YR STATS



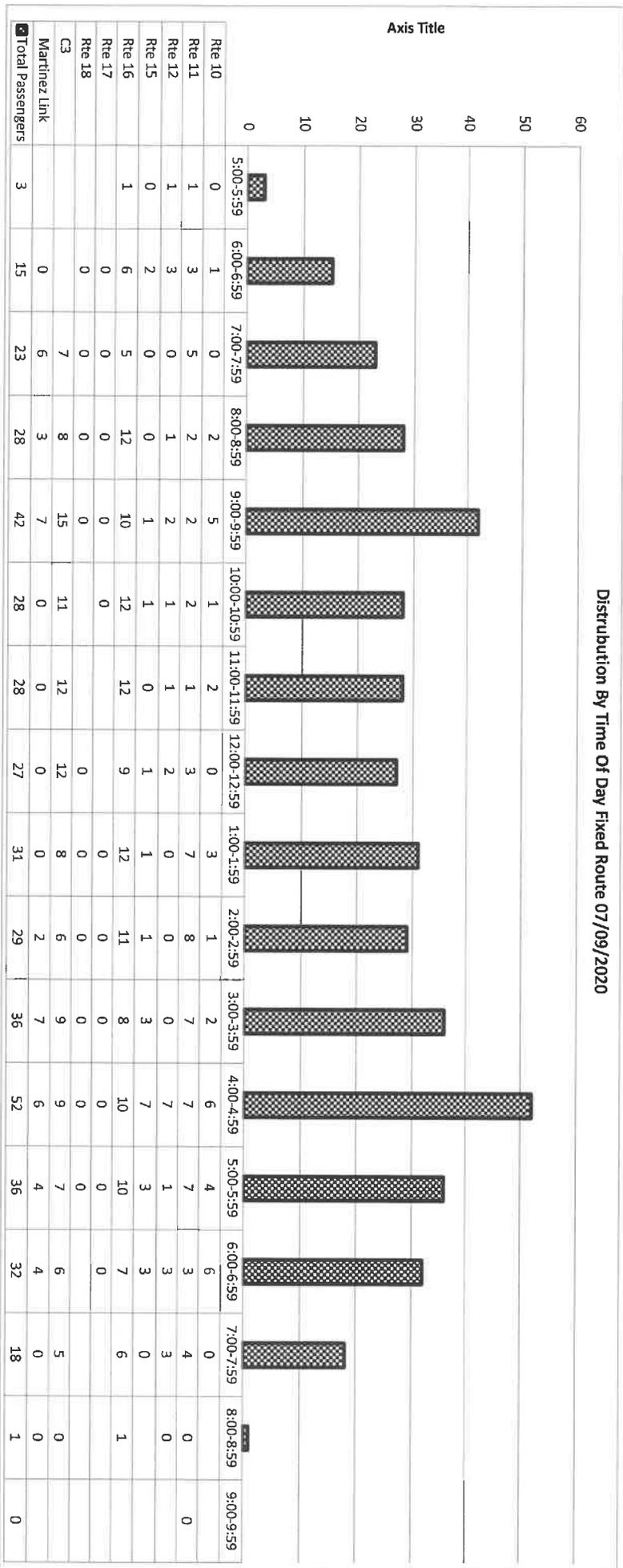
Distribution by Time of Day - Fixed Route

Date: 7/9/2020

	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	1:00-1:59	2:00-2:59	3:00-3:59	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59
Rte 10	0	1	0	2	5	1	2	0	3	1	2	6	4	6	0		
Rte 11	1	3	5	2	2	2	1	3	7	8	7	7	7	3	4	0	0
Rte 12	1	3	0	1	2	1	1	2	0	0	0	7	1	3	3	0	
Rte 15	0	2	0	0	1	1	0	1	1	1	3	7	3	3	0		
Rte 16	1	6	5	12	10	12	12	9	12	11	8	10	10	7	6	1	
Rte 17	0	0	0	0	0	0		0	0	0	0	0	0	0			
Rte 18	0	0	0	0	0	0		0	0	0	0	0	0	0			
C3																	
Martinez Link																	
Total Passengers	3	15	23	28	42	28	28	27	31	29	36	52	36	32	18	1	0

Total Route 10	33
Total Route 11	62
Total Route 12	25
Total Route 15	23
Total Route 16	132
Total Route 17	0
Total Route 18	0
Total C3	115
Martinez Link	39
Total	429

Distribution By Time Of Day Fixed Route 07/09/2020



Distribution by Time of Day - WestCAT Express

Date: 7/9/2020

	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	11	17	14	14	15	12	0	0	0	0	0	
JPX	6	33	15	15	20	11	17	14	14	15	12	7	15	14	35	6	
J	0	17	30	19	31	10	12	8	28	12	12	30	32	32	32	5	
Total Passengers	0	23	63	34	51	21	29	22	42	27	24	37	47	46	67	11	

	21:00-21:59	22:00-22:59	23:00-23:59	24:00-24:59
JX				
JPX				
J	3	0	0	0
Total Passengers	3	0	0	0

JX	0
JPX	234
J	336
Total	570

Distribution by Time of Day -Lynx Transbay

Date: 7/9/2020

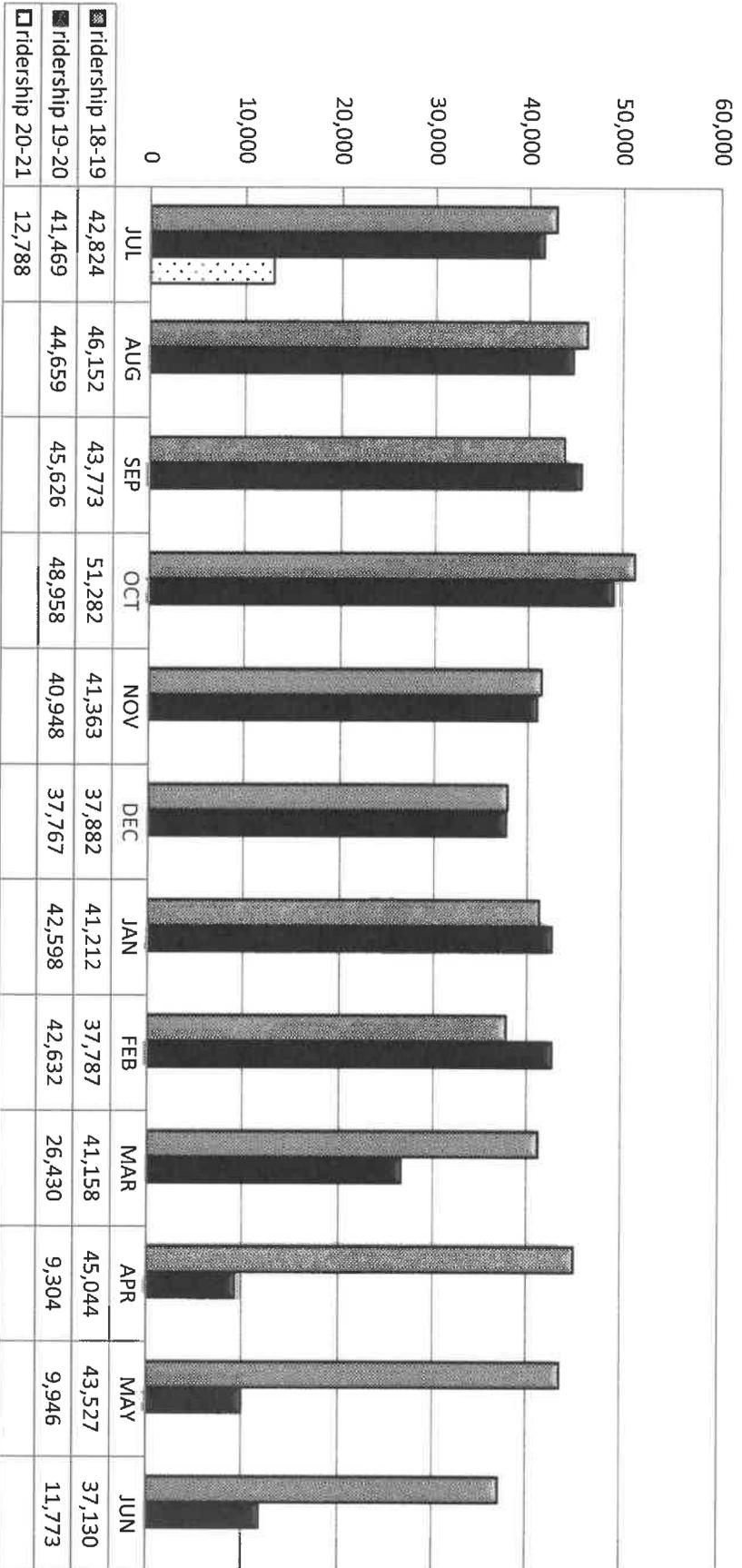
	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
TransBay LYNX	0	48	44	39	37	20	6	1	13	18	5	25	57	47	1	9	
Total Passengers	0	48	44	39	37	20	6	1	13	18	5	25	57	47	1	9	

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

Total Lynx	372
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**WESTCAT EXPRESS RIDERSHIP**  
Includes Routes J, JX and JPX



WESTERN CONTRA COSTA TRANSIT AUTHORITY  
**RESOLUTION #2020-05**

**APPROVING THE PROJECT FOR FY 2018-2019 AND FY 2019-2020  
FOR LIFELINE TRANSPORTATION PROGRAM CYCLE 6**  
*Partial Funding for Purchase and Installation of New AVL System*

**WHEREAS**, the Metropolitan Transportation Commission (MTC) has established a Lifeline Transportation Program to assist in funding projects that 1) are intended to result in improved mobility for low-income residents of the nine San Francisco Bay Area counties, 2) are developed through a collaborative and inclusive planning process and 3) are proposed to address transportation gaps and/or barriers identified through a substantive community-based transportation plan or are otherwise based on a documented assessment of needs; and

**WHEREAS**, MTC has adopted principles, pursuant to MTC Resolution No. 4416, to guide implementation of the Lifeline Transportation Program for the two year period from Fiscal Year 2018-19 and Fiscal Year 2019-20, and MTC has solicited applications from transit operators (eligible recipients of FTA Section 5307 funds) from each of the nine bay area counties to propose projects for Lifeline Cycle 6 funding; and

**WHEREAS**, WCCTA generally conducted a broad, inclusive public involvement process, and use multiple methods of public outreach in identifying projects for the Lifeline Transportation Program in (County) county; and

**WHEREAS**, WCCTA submitted a project(s) in response to the solicitation of applications/call for projects; and

**WHEREAS**, WCCTA has confirmed that proposed project(s), described more fully on Attachment A to this Resolution, attached to and incorporated herein as though set forth at length, is consistent with the Lifeline Transportation Program goals as set out in MTC Resolution No. 4416; and

**WHEREAS**, WCCTA, recommends proposed project(s), described more fully on Attachment A to this Resolution, attached to and incorporated herein as though set forth at length, be funded in part under the Lifeline Transportation Program; and

**WHEREAS**, WCCTA agrees to meet project delivery and obligation deadlines, comply with funding conditions placed on the receipt of funds allocated to the Lifeline Transportation Program, provide for the required local matching funds, and satisfy all other conditions set forth in MTC Resolution No. 4416; and

**WHEREAS**, WCCTA certifies that the project(s) and purpose(s) for which funds are being requested is 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

1500 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et seq. and the applicable regulations thereunder; and

**WHEREAS**, there is no legal impediment to WCCTA making the funding request; and

**WHEREAS**, there is no pending or threatened litigation which might in any way adversely affect the ability of WCCTA to deliver the proposed project(s) for which funds are being requested, and

**NOW, THEREFORE, BE IT RESOLVED**, that WCCTA requests that MTC program funds available under its Lifeline Transportation Program, in the amounts requested for which (Project Sponsor) is eligible, for the project(s) described in Attachment A of this Resolution; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that staff of WCCTA shall forward a copy of this Resolution, and such other information as may be required, to MTC, and such other agencies as may be appropriate.

Regularly passed and adopted this 10<sup>th</sup> day of September 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Norma Martinez-Rubin, Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Clerk to the Board

**ATTACHMENT A**  
**Lifeline Transportation Program Cycle 6 Projects**

<b>Project Name</b>	<b>Project Description</b>	<b>Lifeline Transportation Program Funding Amounts</b>		<b>Local Match Amount</b>	<b>Total Project Cost</b>
		<b>5307</b>	<b>Total Lifeline Funding</b>		
AVL/CAD/APC System	Support the purchase and installation of a new AVL/CAD/APC System	\$25,311	\$25,311	\$6,328	\$31,639
Insert Project Name #2	Insert Project Description	\$	\$	\$	\$
Insert Project Name #3	Insert Project Description	\$	\$	\$	\$
Total		\$25,311	\$25,311	\$6,328	\$31,639

AGENDA ITEM 2.4: Healthy Transit Plan Resolution

**From:** Brandon Crain [mailto:bcrain@bayareametro.gov] **On Behalf Of** Therese W. McMillan  
**Sent:** Wednesday, August 12, 2020 10:33 AM  
**Cc:** Jim Spering <jimzspering@cs.com>; Steve Kinsey <steve@civicknit.com>; Therese W. McMillan <tmcmillan@bayareametro.gov>; Alix Bockelman <ABockelman@bayareametro.gov>; Theresa Romell <TRomell@bayareametro.gov>; Melanie Choy <MChoy@bayareametro.gov>; Wally Charles <wcharles@bayareametro.gov>  
**Subject:** Healthy Transit Plan Resolution

Dear Transit Operator Colleagues,

In July, MTC acted to approve the final distribution of the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding for transit operations. Thanks to your partnership and willingness to build consensus, these funds can quickly be put to use to provide the emergency relief required during this difficult time. Concurrent with its approval of the CARES Act funding distribution, the Commission required transit operators to approve resolutions confirming commitment to health and safety measures, as well as submit a monthly report on health and safety metrics.

The attached proposed resolution language acknowledges the collaborative work that transit operators have done to develop the *Riding Together: Bay Area Healthy Transit Plan*, and commits each operator to implement the Plan, and adhere to a set of health and safety measures and metrics that operators will report on monthly.

We all know how important the public's perception of a healthy and safe transit system will be for bringing riders back to public transit. To that end, please submit this proposed resolution to your boards/councils at your earliest convenience. This will memorialize the commitment by all Bay Area transit operators to the health and safety of its workforce and customers.

Thank you and best wishes,

***Therese W. McMillan***

**Executive Director**

[tmcmillan@bayareametro.gov](mailto:tmcmillan@bayareametro.gov)

BAY AREA METRO | BayAreaMetro.gov

Association of Bay Area Governments

Metropolitan Transportation Commission

Bay Area Metro Center

375 Beale Street, Suite 800

San Francisco, California 94105

415-778-5210 - Office

WESTERN CONTRA COSTA TRANSIT AUTHORITY

**RESOLUTION 2020-06**

**ENDORING THE RIDING TOGETHER: BAY AREA HEALTHY TRANSIT PLAN AS A BASELINE SET OF MEASURES THAT WCCTA, ALONG WITH OTHER BAY AREA TRANSIT AGENCIES WILL IMPLEMENT TO ENSURE THE HEALTH OF TRANSIT RIDERS AND WORKERS DURING THE COVID-19 PANDEMIC.**

**WHEREAS**, Like other Bay Area transit systems, the health of riders and transit workers continues to be WCCTA's number one priority; and

**WHEREAS**, Despite an unprecedented loss of ridership due to the COVID-19 pandemic, many riders continue to depend on Bay Area systems for essential travel; and

**WHEREAS**, Survey data increasingly suggests that the majority of riders will return to transit when allowed to do so; and

**WHEREAS**, The COVID-19 pandemic has presented transit systems with an historic set of challenges, including the need to adjust protocols and procedures to ensure a safe operating environment; and

**WHEREAS**, Since the start of the pandemic, transit systems have collaborated with each other and with regional leaders, transit workers, rider advocates, public health experts, and others to create the Riding Together: Bay Area Healthy Transit Plan, which outlines a baseline set of measures that transit systems will implement to protect riders and workers; and

**WHEREAS**, The Riding Together: Bay Area Healthy Transit Plan provides guidance in the areas of vehicle disinfecting, physical distancing, face coverings, touchless payments, ventilation, employee personal protective equipment, testing, contact tracing, and employee wellness assessments; and

**WHEREAS**, The Riding Together: Bay Area Healthy Transit Plan will coexist and complement system specific plans developed by individual transit agencies; and

**WHEREAS**, The Riding Together: Bay Area Healthy Transit Plan is a living document and is intended to evolve as transit agencies continue to monitor rider and employee health on their systems and collaboratively take steps to respond to changing conditions; and

**NOW, THEREFORE, BE IT RESOLVED**, That WCCTA supports the implementation of the Riding Together: Bay Area Healthy Transit Plan on our system and throughout the Bay Area to keep transit riders and workers healthy during the COVID-19 pandemic; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, That through the method established for transit system reporting of health metrics related to the COVID-19 pandemic, that WCCTA

will report monthly on WCCTA's performance in aligning with the baseline health measures set forth in the Riding Together: Bay Area Healthy Transit Plan.

Regularly passed and adopted this 10<sup>th</sup> day of September 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Norma Martinez-Rubin, Chair, Board of Directors

ATTEST: \_\_\_\_\_

Clerk to the Board

**Agenda Item 2.5**  
**Budget Notes on FY21 Operations Budget and FY21 Capital Budget**

The notes below provide information about specific line items in WCCTA's Proposed FY21 Operating and Capital Budget, which the Board of Directors will consider at the September 10, 2020 Board meeting. The Finance and Administration Committee will meet via Zoom prior to the Board meeting to review the budget in detail, and will present its recommendations for consideration by the full Board.

At its regular June, 2020 meeting, the Board adopted both an interim three-month Operating budget, covering the period July 1, 2020 through September 30, 2020, and a full year Capital Budget for anticipated capital needs through June 30, 2020. When the interim Operating budget was approved, there was considerable uncertainty about revenues WCCTA could expect from all traditional funding sources that it relies on to support operations, as well as the allocation amounts from the Federal CARES Act. There was similar uncertainty affecting many expense categories in the budget, notably those line items that vary directly with the level of service provided.

Over the summer months, the Metropolitan Transportation Commission and other funding agencies have updated their FY21 revenue estimates to control for COVID-related impacts on sales tax receipts, fuel taxes, and bridge toll proceeds. Some of these estimates have applied rescissions from FY20 to amounts available to operators in FY21. All funding categories are subject to some volatility in FY21 that is dependent on the rate at which economic activity and personal mobility return to near-normal levels. Despite the lack of assurance on actual funding available to WCCTA in FY21, staff has used conservative revenue projections in preparing the budget, and is confident that all expenses can be fully covered by the revenues committed to support the budget.

The budget identifies sufficient funding to retain the full complement of the contractor's workforce through June, 2021, ensuring that there are enough drivers to operate the existing (COVID-reduced) WestCAT services, and to provide shadow or backup trips as demand increases. This will also allow WCCTA to add scheduled trips as conditions warrant. Budgeting reflects the increase in variable rate and reduction in monthly fixed rate in its newly-awarded contract with MV Transportation for purchased transportation. The new contract terms take effect on October 1, 2020.

It should be noted that while adoption of the budget provides sufficient expenditure authority to maintain the workforce at current levels, it does not require it. The Board may choose to change service and staffing levels at any point in the budget year if this proves necessary.

**BUDGET PRESENTATION**

The proposed FY21 budget is intended to supersede and replace the three-month interim budget adopted in June, and extend the budget period through the end of the fiscal year on June 30, 2021. As a result, staff has updated expense and revenue estimates for all budget line items and is presenting projected annualized expenses for the full fiscal year. First quarter FY21 expenses are well within authority approved in the interim budget, so staff is not bringing an adjusted interim budget for Board action.

The first three pages of the budget spreadsheets detail the Operating Budget by line item within each functional area. The Proposed FY21 Operations Budget that is under consideration by the Board is presented in the right column. The left column displays the Adjusted FY20 Operations Budget to allow year over year comparisons in individual line items. (It should be noted that the Adjusted FY20 budget had been reduced by roughly \$200,000 from the originally Adopted FY20 budget to account for four months of COVID service reductions and associated impacts on expense categories).

The third page also identifies the amounts required from each individual funding source to fully support the operating budget.

The final budget page presents the FY21 Capital Budget, which is identical to that previously adopted by the Board in June. This page also details all funding available to WCCTA from both prior-year reserves, and the latest estimates of actual funding levels for each fund source for the entire twelve months of the 2020-2021 fiscal year. These have been adjusted downward according the latest forecasts from MTC and other funding agencies.

This final budget page is also intended to serve as an at-a-glance document that cross-references each funding source with its intended uses, including the amounts that have been identified for three established dedicated reserve accounts (Insurance, facility, and vehicle reserves), and the remaining amounts available to the Board for future discretionary needs. For the FY21 budget, staff has carried forward the dedicated reserve balances at the levels of \$40,000, \$100,000 and \$300,000 respectively, as initially established by the Board in FY2010-11 budget).

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

### **BASIC BUDGET ASSUMPTIONS**

Staff continues to place a high priority on retaining the current workforce for as long as possible, and accordingly had budgeted for continuing MV staffing at current levels. Drivers who are not assigned to revenue service are paid to be in standby status, and they have been used to provide meal deliveries and to assist the maintenance staff with enhanced cleaning of the WestCAT fleet. The drivers are also available to back up scheduled trips that have reached their maximum passenger load while boarding restrictions are still in place.

Even though the number of scheduled fixed route trips has been reduced by roughly 40%, it is unclear how many backup trips will be necessary as shelter in place restrictions are lifted and as demand for service increases. Budget line items associated with vehicle operating costs (fuel, parts, etc.) have been reduced in the Operating budget to reflect lower miles operated over the last three months, but mileage and associated costs are assumed to return to near-normal levels in the last six months of FY21.

For most other expense categories, costs are assumed to remain fairly consistent from FY20 to FY 21. It is difficult to predict the timeline for phased reopening of the economy and the impact this will have on the prices of goods and services and on the supply chain. The budget still assumes slight inflationary increases in line items for materials and services that are essential to the operation of the WestCAT system, but actual pricing impacts are likely to be inconsistent and unpredictable for some time to come. Where supply chain impacts are known to be more severe, for example a recent and significant increase in tire prices due to supply chain issues, these are reflected in the budget.

The administration salary line item has been increased by \$26,000 in the Proposed budget in anticipation of a required payout of vacation accrual. This is the result of employees being unable to take scheduled vacations as a result of current travel restrictions. For FY21, no increase in base salaries for WCCTA staff is assumed in the budget. Fringe benefit and pension costs have been increased slightly due to expected changes in health care costs and CalPERS rates.

Other line items experiencing significant change include increased COVID-19 expenses for personal protective equipment, hand sanitizer and cleaning supplies, which were increased by \$20,000 in addition to \$5,000 moved from Non-Vehicle Maintenance into the Operations functional area. Utilities have been increased in anticipation of the completion of the Bus Wash Replacement project and the commissioning of the equipment in Spring 2021. The Maintenance Purchased Transportation line item has been increased by roughly \$45,000 to reflect new MV contract rates as of October 1, and additional staffing for vehicle cleaning.

The Operations Leases and Rentals the Lease and Rent line item is increased to \$142,600 for fees associated with having a reserved bus bay inside the new Salesforce Transit Center. This amount represents the proportional share of facility operating expenses assigned to each operator using the Salesforce Center after revenues from leased commercial space are applied to offset some portion of the expenses. Because of the pandemic's impacts on commercial activity in the building, the estimated fees apportioned to WCCTA have increased by 42% for FY21.

### Revenue Considerations

In FY20, WCCTA used roughly \$275,000 of its \$4,030,000 Federal CARES Act allocation, a non-recurring revenue source, to supplement traditional revenue sources that support its operations, and budgeted an additional \$200,000 for capital expenses related to COVID-19. The remainder of the CARES Act funding is included in the FY21 budget to backfill revenue losses and to fully cover all anticipated operating expenses. While additional COVID-19 financial support for public transit may be approved during the fiscal year, the budget includes no additional emergency aid from State or Federal sources during FY21.

WestCAT suspended fare collection and implemented rear-door boarding in March to minimize contact between boarding passengers and drivers. For the purposes of the budget, a total of \$307,000 in farebox revenue is assumed for the full 12-months of FY21. This assumes fare

collection can be resumed during the budget period, but that fare revenue will be significantly depressed by lower travel demand and by capacity limits on WestCAT vehicles.

### **Capital Program**

The proposed Capital Program for FY21 appears on the final page of the budget spreadsheets. As noted earlier, no changes have been made to the Capital Program the Board adopted in June, 2020 when the interim Operating budget was approved.

The Capital Program provides \$200,000 in budget authority for equipment and supplies to respond to the COVID crisis. This project primarily covers modifications to vehicles in the revenue vehicle fleet such as implementing driver barriers, and installing hand sanitizer dispensers throughout the fleet. Consumables, such as PPE, hand sanitizer refill supplies and disinfecting products are included in the Operating budget. The grant application WCCTA submitted for the first allocation of Federal CARES act funds provides \$200,000 for capital expenditures to cover 100% of this project.

### **Staff Recommendation**

Although funding situation remains somewhat uncertain and volatile for the 12 months of the upcoming 2021 Fiscal Year, staff is confident that revenue and expense projections in the Proposed FY21 Operations and Capital budgets will provide the necessary spending authority and financial resources to meet all obligations through June 30, 2021. This will support continued operation of the current reduced level of service, while providing additional backup capacity as travel demand increases.

Staff will continue to monitor system capacity, and will return to the Board as conditions change. The Board may choose to revisit the budget at any time during the year, and to change both the service program and the budget itself as circumstances require.

**Staff recommends that the Board receive the recommendation of the Finance and Administration Committee, and take action to formally approve the Proposed FY21 Operating Budget and FY21 Capital Budget.**

**PROPOSED FY 2020-2021 WCCTA OPERATING AND CAPITAL BUDGET  
(WestCAT & Express)**

	<b>ADJUSTED (Approved June 18, 2020) WCCTA and Express FY 19-20</b>	<b>PROPOSED (July 1-June 30, 2021) WCCTA and Express FY 20-21</b>
<b>OPERATIONS</b>		
<b>Purchased Transportation</b>	<b>6,814,000</b>	<b>6,561,600</b>
Monthly Fixed Fee	2,271,985	1,913,070
Variable Expense	4,542,015	4,648,530
<b>SUBTOTAL</b>	<b>6,814,000</b>	<b>6,561,600</b>
<b>Services</b>	<b>202,000</b>	<b>189,100</b>
Security system monitoring	2,400	2,500
Mobile Communications (Verizon cell phones/bus & sign modems/ DAR tablets)	75,000	70,000
Management Information System (TransTrack)	0	46,800
Printing (ticket books, passes, transfers, etc.)	17,300	12,600
Clipper fees	57,000	45,100
Bank fees	2,300	5,600
Operations Monitoring (Liaison)	40,000	0
Other (exterminator, CHP & fire equip. inspections, shipping, all other services not in other categories)	8,000	6,500
<b>SUBTOTAL</b>	<b>202,000</b>	<b>189,100</b>
<b>Fuel &amp; Oil</b>	<b>1,369,200</b>	<b>1,378,500</b>
Gasoline & Diesel	1,300,000	1,300,000
Lubricants	55,000	65,000
Fees & permits	14,200	13,500
<b>SUBTOTAL</b>	<b>1,369,200</b>	<b>1,378,500</b>
<b>Tires</b>	<b>150,000</b>	<b>210,000</b>
<b>Other Mat. &amp; Supl.</b>	<b>2,300</b>	<b>27,100</b>
Vault Room Supplies, Lost & Found, First Aid Supplies	2,300	2,100
COVID19 Supplies (Enhanced Cleaning / Disposable Masks / Gloves, etc.)	0	25,000
<b>SUBTOTAL</b>	<b>2,300</b>	<b>27,100</b>
<b>Postage</b>	<b>1,600</b>	<b>1,600</b>
<b>Utilities</b>	<b>75,200</b>	<b>101,800</b>
PG & E	27,300	36,300
EBMUD	9,500	14,300
Storm Drain Monitoring (includes annual storm water permit)	2,400	2,600
Sewer Use Fee	2,300	2,500
Garbage, and Other	6,600	8,300
Facility Communications (office phones/fax/internet/alarm/dispatch radio)	27,100	37,800
<b>SUBTOTAL</b>	<b>75,200</b>	<b>101,800</b>
<b>Insurance</b>	<b>775,100</b>	<b>790,990</b>
CALTIP Liability Loss Fund Deposit/Admin/Excess Insurance	538,400	586,100
CALTIP Physical Damage Premium	40,000	11,790
MV Liability Coverage Premium	190,000	185,000
Building fire & contents (oper share)	6,700	8,100
<b>SUBTOTAL</b>	<b>775,100</b>	<b>790,990</b>
<b>Lease &amp; Rent</b> (Includes Transbay Terminal Rent)	<b>112,000</b>	<b>142,610</b>
<b>Marketing/Advertising</b>	<b>37,500</b>	<b>51,000</b>
Printing / Translation (ex. schedules, brochures)	11,000	25,000
Website and Schedule Development	11,500	7,500
General Promotion / Advertising / Driver Incentives	15,000	18,500
<b>SUBTOTAL</b>	<b>37,500</b>	<b>51,000</b>
<b>Miscellaneous</b>	<b>1,200</b>	<b>1,200</b>
<b>TOTAL OPERATIONS</b>	<b>9,540,100</b>	<b>9,455,500</b>

	<b>ADJUSTED</b> <b>(Approved June 18, 2020)</b> WCCTA and Express <b>FY 19-20</b>	<b>PROPOSED</b> <b>(July 1-June 30, 2021)</b> WCCTA and Express <b>FY 20-21</b>
<b>VEHICLE MAINTENANCE</b>		
<b>Services</b>	<b>92,600</b>	<b>110,400</b>
Outside mechanical work	55,000	63,000
CARB Filter Cleaning	10,600	12,600
Towing	6,000	19,200
Miscellaneous (Includes environmental services such as hazardous waste handling, oil separator cleanout, CC health permit, etc.)	21,000	15,600
<b>SUBTOTAL</b>	<b>92,600</b>	<b>110,400</b>
<b>Other Mat. &amp; Supl.</b>	<b>385,000</b>	<b>405,000</b>
<b>Purchased Transp.</b>	<b>930,200</b>	<b>974,600</b>
<b>Salaries</b>	<b>146,000</b>	<b>142,000</b>
<b>Fringe Benefits</b>	<b>25,500</b>	<b>28,400</b>
<b>Pension Benefits</b>	<b>18,500</b>	<b>20,300</b>
<b>TOTAL MAINTENANCE</b>	<b>1,597,800</b>	<b>1,680,700</b>
<b>NON-VEHICLE MAINTENANCE</b>		
<b>Services</b>	<b>98,100</b>	<b>124,600</b>
Shelter Cleaning/Signs (Includes work @ bus stops installing signs, running electrical, etc.)	7,900	10,000
Facility Cleaning	28,000	33,000
Fuel tanks/pumps (Repair/Maintenance/Annual Testing/Cleaning)	12,300	13,000
Landscape Maintenance (Includes Pinole Shores & Walter Av.)	10,000	20,000
Miscellaneous Building Repair	7,400	8,000
Network Maintenance Agreements/Licenses/Contracts /Netcloud	14,000	22,000
Other (Electrical, etc.)	3,000	3,000
Service (Radios)	2,100	2,100
Service Contract (HVAC)	4,400	5,000
Service (Bus Wash)	0	0
Service (Hydraulic Lift)	8,500	8,000
Service (Security System)	500	500
<b>SUBTOTAL</b>	<b>98,100</b>	<b>124,600</b>
<b>Miscellaneous</b>	<b>500</b>	<b>500</b>
<b>Other Mat. &amp; Supl.</b>	<b>25,000</b>	<b>21,600</b>
Facility Supplies (janitorial supplies, etc.)	14,000	14,600
COVID19 Supplies	5,000	0
Network Equipment and Other	6,000	7,000
<b>SUBTOTAL</b>	<b>25,000</b>	<b>21,600</b>
<b>Salaries</b>	<b>105,000</b>	<b>103,500</b>
<b>Fringe Benefits</b>	<b>21,000</b>	<b>23,500</b>
<b>Pension Benefits</b>	<b>11,000</b>	<b>12,000</b>
<b>TOTAL NON-VEH MAINT</b>	<b>260,600</b>	<b>285,700</b>
<b>ADMINISTRATION</b>		
<b>Salaries</b>	<b>700,000</b>	<b>726,000</b>
<b>Fringe Benefits</b>	<b>165,000</b>	<b>166,300</b>
<b>Pension Benefits</b>	<b>100,000</b>	<b>109,500</b>
<b>ADA Costs</b>	<b>25,000</b>	<b>25,000</b>
Salaries	25,000	25,000
<b>Short Range Transit Plan</b>	<b>55,000</b>	<b>55,000</b>
Salaries	55,000	55,000
Planning Services	0	0
<b>Express Bus Planning &amp; Administration</b>	<b>50,000</b>	<b>50,000</b>
Salaries	50,000	50,000
<b>SUBTOTAL</b>	<b>1,095,000</b>	<b>1,131,800</b>
<b>Services</b>	<b>72,200</b>	<b>93,500</b>
Security system monitoring	1,400	1,500
Legal expenses	10,000	12,500
Accounting / Audit	55,000	70,200
Payroll Fees/Banking fees	2,800	6,100
Other (FedEx, Exterminator, PCTV, etc.)	3,000	3,200
<b>SUBTOTAL</b>	<b>72,200</b>	<b>93,500</b>

	ADJUSTED (Approved June 18, 2020) WCCTA and Express FY 19-20	PROPOSED (July 1-June 30, 2021) WCCTA and Express FY 20-21
<b>Other Materials &amp; Supplies</b>	<b>9,200</b>	<b>9,700</b>
<b>Utilities</b>	<b>38,200</b>	<b>49,900</b>
PG&E	13,500	18,200
EBMUD	6,500	7,200
Facility Communications (office phones/fax/internet/alarm/dispatch radio)	13,400	18,900
Garbage, etc.	3,600	4,100
Sewer Fee & Other	1,200	1,500
<b>SUBTOTAL</b>	<b>38,200</b>	<b>49,900</b>
<b>Insurance</b> (building, ERMA)	<b>8,000</b>	<b>10,200</b>
<b>Dues &amp; Subscriptions</b>	<b>45,000</b>	<b>45,200</b>
<b>Postage</b>	<b>1,100</b>	<b>1,200</b>
<b>Miscellaneous</b>	<b>1,200</b>	<b>1,200</b>
<b>Leases &amp; Rent</b>	<b>5,000</b>	<b>6,000</b>
<b>Travel</b>	<b>13,000</b>	<b>4,000</b>
<b>TOTAL ADMINISTRATION</b>	<b>1,287,900</b>	<b>1,352,700</b>
<b>TOTAL EXPENDITURES</b>	<b>12,686,400</b>	<b>12,774,600</b>
<b>OPERATING REVENUES</b>		
<b>FAREBOX</b>	<b>1,837,285</b>	<b>307,000</b>
<b>NON-FAREBOX</b>	<b>5,000</b>	<b>23,900</b>
<b>SUBTOTAL</b>	<b>1,842,285</b>	<b>330,900</b>
<b>STATE OPERATING ASSISTANCE</b>	<b>4,422,356</b>	<b>2,903,365</b>
ARTICLE 4.0	2,737,067	1,360,096
ARTICLE 4.0 PRIOR YEAR	204,972	0
ARTICLE 4.5	160,812	142,816
STA POPULATION BASED <sup>a</sup>	0	0
STA REVENUE BASED <sup>a</sup>	463,317	501,346
STA POPULATION BASED COUNTY BLOCK GRANT	856,188	770,570
PRIOR YEAR STA	0	128,537
<b>SUBTOTAL</b>	<b>4,422,356</b>	<b>2,903,365</b>
<b>MEASURE J OPERATING FUNDS</b>	<b>1,705,671</b>	<b>1,380,865</b>
MEASURE J OPER. PROG 14 (EXPRESS)	479,398	368,096
MEASURE J OPER. FUNDS 19B (EXPRESS)	330,480	247,860
MEASURE J OPER. FUNDS 16 (EXPRESS)	320,026	245,299
PRIOR YEAR MEASURE J	239,480	260,369
MEASURE J OPER. FUNDS 20B (PARA)	79,268	59,713
MEASURE J OPER. PROG. 15 (PARA)	257,019	199,528
<b>SUBTOTAL</b>	<b>1,705,671</b>	<b>1,380,865</b>
<b>ADVERTISING REVENUE</b>	<b>25,105</b>	<b>25,000</b>
<b>FEDERAL CARES ACT</b>	<b>275,404</b>	<b>3,554,443</b>
<b>LCTOP PROGRAM FUNDS</b>	<b>230,055</b>	<b>308,570</b>
<b>RM2 FUNDS-JPX</b>	<b>211,900</b>	<b>174,506</b>
<b>RM2 FUNDS-LYNX/JX</b>	<b>781,618</b>	<b>643,685</b>
<b>FTA PARATRANSIT SET-ASIDE</b>	<b>244,729</b>	<b>248,485</b>
<b>BART FEEDER BUS FUNDS</b>	<b>2,947,277</b>	<b>3,204,781</b>
<b>TOTAL OPERATING REVENUES</b>	<b>12,686,400</b>	<b>12,774,600</b>
<b>LESS: TOTAL OPER. EXPENSES</b>	<b>(12,686,400)</b>	<b>(12,774,600)</b>
<b>SURPLUS/DEFICIT</b>	<b>0</b>	<b>0</b>

Capital Program FY2021

**CAPITAL PROGRAM & ANALYSIS OF TOTAL AVAILABLE REVENUES**

**CAPITAL PROGRAM**

FACILITY / EQUIPMENT UPGRADES	70,000
BUS WASH	525,000
COVID19 RESPONSE AND UPGRADES	200,000
<b>TOTAL CAPITAL EXPENSES</b>	<b>795,000</b>

REVENUES CURRENT YEAR FUNDS	TOTAL AVAILABLE FOR CURRENT FY	BUDGETED FOR OPERATIONS	BUDGETED FOR CAPITAL	*INSURANCE RESERVE	FACILITY RESERVE	VEHICLE RESERVE	ACCRUAL FOR SHORT RANGE TRANSIT PLAN NEEDS
TDA ARTICLE 4.0	1,360,096	1,360,096					0
TDA ARTICLE 4.5	142,816	142,816					0
STA REVENUE BASED	501,346	501,346					0
STA-COUNTY BLOCK GRANT	770,570	770,570					0
MEASURE J PARATRANSIT	259,241	259,241					0
MEASURE J BUS TRANSIT	861,255	861,255					0
FAREBOX	307,000	307,000					0
NON-FAREBOX	23,900	23,900					0
FEDERAL ADA SET-ASIDE	248,485	248,485					0
FEDERAL 5307	0	0					0
FEDERAL CARES ACT	3,754,443	3,554,443	200,000				0
(LCTOP) LOW CARBON TRANSIT OPER.	303,963	308,570					0
FEEDER BUS FUNDS	3,204,781	3,204,781					0
STATE OF GOOD REPAIR (SB1 CAPITAL)	80,205	0					80,205
RM2 LYNX/JX	643,685	643,685					0
RM2 JPX	174,506	174,506					0
NET BRIDGE TOLLS	218,797	0					218,797
ADVERTISING REVENUE	25,000	25,000					0
<b>TOTAL CURRENT YEAR</b>	<b>12,880,089</b>	<b>12,385,694</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>299,002</b>
<b>PRIOR YEAR FUNDS</b>							
TDA	5,173,590	0	595,000	40,000	100,000	300,000	4,138,590
STA POPULATION BASED	0						0
STA REVENUE BASED	128,537	128,537					0
STATE OF GOOD REPAIR (SB1 CAPITAL)	78,106						78,106
MEASURE J BUS TRANSIT	200,668	200,668					0
MEASURE J PARATRANSIT	59,701	59,701					0
<b>TOTAL PRIOR YEAR</b>	<b>5,640,602</b>	<b>388,906</b>	<b>595,000</b>	<b>40,000</b>	<b>100,000</b>	<b>300,000</b>	<b>4,216,696</b>
<b>TOTALS</b>	<b>18,520,691</b>	<b>12,774,600</b>	<b>795,000</b>	<b>40,000</b>	<b>100,000</b>	<b>300,000</b>	<b>4,515,698</b>

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