



Western Contra Costa
Transit Authority

NOTICE OF MEETING

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

DATE: June 10, 2021 (Thursday)
TIME: 6:30 PM
PLACE: Via Zoom conference call (access details
below)

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

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

Directors, staff and the public may participate remotely:

Topic: Jun 10, 2021 BOD Meeting

Time: Jun 10, 2021 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88048634044>

Meeting ID: 880 4863 4044

One tap mobile

+16699006833,,88048634044# US (San Jose)

+12532158782,,88048634044# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 880 4863 4044

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

AGENDA

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

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

B. APPROVAL OF AGENDA

C. PUBLIC COMMUNICATIONS

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

1.0 CONSENT CALENDAR

- 1.1 Approval of Minutes of Regular Board Meeting of May 13, 2021. *
- 1.2 Approval of Expenditures of May, 2021.
- 1.3 Receive Contractors Monthly Management Report for April, 2021. * **[Action Requested: Approve Items 1.1 and 1.2 and Receive Item 1.3]**

2.0 ITEMS FOR BOARD ACTION / DISCUSSION

- 2.1 Consideration and Adoption of Resolution 2021-04 Approving the Project List for the California State of Good Repair Program for FY2021-22 - Local Match for Purchase of Replacement Revenue Vehicles in the Amount of \$82,963 **[Action Requested: Formal Adoption of Resolution 2021-04]. ***
- 2.2 Presentation and Discussion of the Current Status and Next Steps of the Blue Ribbon Transit Recovery Task Force and Fare Integration Study. **[Action Requested: Discussion and Direction to Staff]. ***

3.0 COMMITTEE REPORTS

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

4.0 CORRESPONDENCE

5.0 BOARD COMMUNICATION

6.0 ADJOURNMENT

- * Enclosures
- ^^ To Be Distributed Separately

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

Next Board Meeting July 8, 2021

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



Western Contra Costa
Transit Authority

Agenda Item 1.1

WESTERN CONTRA COSTA TRANSIT AUTHORITY

BOARD OF DIRECTORS

MEETING MINUTES

May 13, 2021

Regular Meeting

6:30 P.M. via Zoom Conference Call

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

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

Chair Martinez-Rubin called the meeting to order at 6:30 P.M. and led the Pledge of Allegiance.

DIRECTORS PRESENT

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

STAFF PRESENT

Charles Anderson, General Manager, Rob Thompson, Assistant General Manager, Mike Furnary, Transit Grants and Compliance Manager, Yvonne Morrow, Manager of Marketing and Administrative Services, Erenia Rivera, Accounting Clerk

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

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

C. PUBLIC COMMUNICATIONS

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

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

NONE.

1) CONSENT CALENDAR

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

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

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

2) ITEMS FOR BOARD ACTION / DISCUSSION

2.1 **Update on Operating Conditions, Ridership Trends, and Near-Term and Longer-Term Service Deployment Strategy.** Action Requested: Discussion and Direction to Staff

Chair Martinez-Rubin introduced the item. Assistant General Manager Thompson provided a staff report.

Peter Edwards, MV Transportation General Manager provided a brief update on driver recruitment and current workforce levels.

Director Kelley asked some questions regarding current ridership trends. Assistant General Manager Thompson responded to her question.

Peter Edwards, MV Transportation General Manager responded to a question posed by Director Kelley as to whether he had any anecdotal comments to add from the drivers on the current ridership trends.

Director Hansen asked a question about the construction at the El Cerrito del Norte BART station. Assistant General Manager Thompson answered his question.

Peter Edwards, MV Transportation General Manager responded to a question posed by Chair Martinez-Rubin involving COVID-19 vaccination rates amongst the drivers. He stated that approximately 50% of the drivers are vaccinated.

In addition to Peter's comments, General Manager Anderson added that the Department of Transportation has extended the mask requirement for anyone boarding a public transit vehicle through September 2021. He reiterated that all of the protections are also in place on board the vehicles for the protection of the drivers.

General Manager Anderson responded to a question posed by Director Bailey, that since the start of the pandemic, drivers have been carrying extra masks on board the buses to hand out in case a rider does not have one.

2.2 **Presentation and Discussion of FY21 3rd Quarter Financial and Operating Data Report.** Action Requested: Discussion and Direction to Staff

Chair Martinez-Rubin introduced the item. General Manager Anderson presented the report to include additional financial context for the next Item 2.3. The information in this report is through March 31, 2021, and is in the standard format.

Chair Martinez-Rubin commented that she has found over time being on this Board that the explanatory notes offered by staff are tremendously helpful. She mentioned that every time they see a quarterly report by staff, they see the outstanding work that they do to maintain a balanced budget.

2.3 Presentation and Adoption of FY20-21 Adjusted Operations Budget and Proposed FY21-22 Capital and Operations Budget. Action Requested: Formal Adoption of Adjusted FY20-21 and Proposed FY21-22 Operations and Capital Budget or Direction to Staff

Chair Martinez-Rubin introduced the item.

General Manager Anderson said that he will talk through the context for the budget development and highlight some of the things in the budget notes. He began by saying that this is a year where it is very difficult to predict almost anything and there are major factors that will come to influence what we do, how much money we spend, and how many passengers we can carry that are outside of our control and all of that was considered. He then proceeded with his report.

Director Kelley thanked General Manager Anderson for his report and for creating a budget when it is really difficult to know what is going to happen and for being conservative. She made some additional comments and asked a question regarding the new American Rescue Plan. General Manager Anderson responded.

Director Kelley thanked staff for putting together a budget under the current circumstances. She added that she is pleased that the Board had previously decided to maintain a reserve balance to help protect the Authority in the case of a future need. She reiterated that she is also pleased with the staff's conservative approach.

General Manager Anderson clarified for the Board that the action being requested tonight is to adopt the budget now. Staff then proposes to come back to the Board in November or December to see how we're doing, but if anything changes dramatically, we would come back before that to get the Board's input and direction.

In answer to a question posed by Director Powers, General Manager Anderson said that the best snapshot of our financial picture for all of our available revenue sources is located on the Capital Budget page.

Chair Martinez-Rubin shared her observation of the budget and current circumstances that are driving staff's decision to use some of the TDA reserves to balance the budget. She thanked every one who proceeded her for their part in adopting the reserve balance.

Chair Powers added that she remembers conversations as far back as ten years ago, about maintaining the reserves even when we didn't need them, and she concluded that that is a clearly a good policy.

MOTION: A motion was made by Director Kelley, seconded by Director Powers to Formally Adopt the FY20-21 Adjusted Operations Budget, and Proposed FY21-22 Capital and Operations Budget. The motion was carried by the following vote:

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

3) COMMITTEE REPORTS

3.1 General Manager's Report

General Manager Anderson provided a report on the following:

- 1) An update on the Blue Ribbon Transit Recovery Task Force
- 2) The upcoming webinar being presented by the Fare Integration Task Force
- 3) State Assemblyman David Chiu's bill AB629
- 4) Today BART announced in a press release their plan to operate with half priced fares for the month of September, and they are implementing changes to their schedule at the same time. The

small operators are currently discussing this, and our staff will bring back reactions and any requested action or discussion to the Board at a future meeting for our own fares

- 5) The monthly meeting of the small operators convened by Timothy Haile of CCTA, with Director Powers serving as the Bus Transit Coordinating Council Representative, and Amy Worth, and Federal Glover also participating
- 6) Brief status of the bus wash project

He concluded his report by adding that because of the pandemic, our staff has not been to use vacation time, which would require a pay-out at the end of the fiscal year. Hence, now that we are vaccinated, we've all been trying to exhaust any accrued vacation that might result in a pay-out. As a consequence of that, he is taking the month of June off and turning over the reigns to Assistant General Manager Rob Thompson. We will make sure to provide the Board with Rob's contact information.

Board members asked some additional questions and made closing comments. General Manager Anderson responded.

3.2 WCCTAC Report

Director Powers reported on the following:

- 1) Richmond Ferry status report
- 2) A restart of the West County Travel Training Program
- 3) Link21 report

4) CORRESPONDENCE

NONE.

5) BOARD COMMUNICATION

NONE.

6) ADJOURNMENT

At 7:40 PM, Chair Martinez-Rubin adjourned the regular meeting of the W CCTA Board of Directors of May 13, 2021.

Norma Martinez-Rubin, Chair

Date

Charles Anderson, Secretary

Date

A/P DISBURSEMENTS MAY 2021

AGENDA

WCCTA - WestCAT
Purchase Journal

ITEM # 1.2

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
4/21/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	43702	April inspection Afforda-Test	100.00	100.00
5/1/21	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	2721324211015M	Monitoring fee-fire 5/1-8/1/21 Monitoring fee-fire 5/1-8/1/21 Bay Alarm Company	432.76 216.38	649.14
4/30/21	50410-10 Postage, Operations 50410-60 Postage, Admin 50499-60 Other Mat & Supplies, Admin 50300-43 O/S Service, Non-Veh, Compu 50401-10 Fuel & Lubricants 50499-42 Other Mat&Suppl, Non-Veh 50300-43 O/S Service, Non-Veh, Compu 11103 Office Equipment & Furniture 20100 Accounts Payable	4/21	April postage April postage Office supplies Amazon business prime Propane Sign storage and comp network exp Dropbox and Zoom Comp network and equip upgrades Bank of America Business Card	16.66 8.33 96.58 196.45 30.67 238.15 163.76 2,197.52	2,948.12
5/1/21	50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable	INO2763770	Janitorial supplies CCP Industries Inc.	345.36	345.36
5/1/21	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	5/21	May cell phone reimbursement May cell phone reimbursement Charles Anderson	40.00 20.00	60.00
4/27/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	130398	Vehicle parts Chuck's Brakc & Wheel	2,364.24	2,364.24
4/29/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	M-408288624	Uniform Cintas Corporation	1,685.74	1,685.74
5/1/21	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	1000084080	May fiber optic network May fiber optic network Comcast Business	1,066.67 533.33	1,600.00
4/1/21	50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable	0601	June LTD June supplemental lif ins BCC	646.91 288.77	935.68
5/3/21	10203 A/R Accrual - MV supplies 20100 Accounts Payable	14-2021	April 2021 Ins admin fee California Transit Systems	2,546.36	2,546.36

WCCTA - WestCAT
Purchase Journal

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4/12/21	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	57752	Vehicle parts Diesel Marine Electric	682.81	682.81
4/19/21	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	72143187	Vehicle parts FleetPride	651.92	651.92
4/28/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	M-21-310109	DEF and FCAB50 Flyers Energy, LLC (RCP)	1,794.88	1,794.88
4/19/21	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	M-062936.04*113158	Buswash design services task order 4 Gannett Fleming, Inc.	11,170.59	11,170.59
5/10/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	INV0016	April cleaning GCI JANITORIAL SERVICES	2,301.00	2,301.00
4/21/21	50499-41 Other Mat & Supplies,Vch Ma 10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	M-40799423	Vehicle parts Vehicle parts unit #411 DOA 2/16/21 Gillig LLC	103.08 816.60	919.68
5/3/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	21-089	Customer service software FY 22 GoGovApps	4,800.00	4,800.00
4/19/21	50300-60 Outside Services, Admin 20100 Accounts Payable	1289883	March legal services Hanson Bridgett LPP	105.00	105.00
6/1/21	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	6/21	June dental ins Health Care Dental	799.70	799.70
4/8/21	50499-41 Other Mat & Supplies,Vch Ma 20100 Accounts Payable	FOW32227	Vehicle parts Hilltop Ford	117.21	117.21
4/29/21	50402-10 Tires & Tubes 20100 Accounts Payable	M-140014	April tires J & O's Commercial Tire Center	10,501.70	10,501.70
6/1/21	50215-60 Fringe Benefits, Admin 20100 Accounts Payable	6/21	June Medical ins Kaiser Foundation Health Plan, Inc.	11,038.06	11,038.06
4/28/21	50499-41 Other Mat & Supplies,Veh Ma 50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	M-G101705	Vehicle parts DPF units #201 and #406 Kenworth Pacific Holding	10,749.98 811.47	11,561.45
4/21/21	50499-41	8819288	Vehicle parts	452.72	

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Other Mat & Supplies, Veh Ma 20100 Accounts Payable		Kimball Midwest		452.72
4/30/21	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	29226	April buswash replacement project	1,454.25	
			MatriScope Engineering Laboratories, Inc		1,454.25
4/28/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	381758	Vehicle parts	3,584.33	
			Napa Auto Parts Antioch		3,584.33
4/23/21	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	72237962	May copier	356.16	
			Pacific Office Automation/Lease		356.16
4/14/21	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	357448	Color meter excess	6.24	
			Pacific Office Automation/Service		6.24
5/1/21	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	60456	May landscaping	557.87	
			Pacific Site Landscaping		557.87
4/14/21	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	4/2021	Gas and electric Feb, Mar and Apr 2/16-4/14/21	7,415.93	
			Gas and electric Feb, Mar and Apr 2/16-4/14/21 PG & E	3,707.96	11,123.89
5/3/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	901490437	Vehicle parts	754.69	
			Prevost Car, a division of		754.69
4/22/21	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	180842	Repaired bathroom wall, office door and trailer floor	600.00	
			RAM Welding & FAB		600.00
4/30/21	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	0851-154133072	April service	577.02	
			April service	288.50	
			Republic Services #851		865.52
4/2/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	169059	Diesel	22,428.83	
			Spartan Tank Lines, Inc.		22,428.83
4/14/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	169362	Diesel	22,697.64	
			Spartan Tank Lines, Inc.		22,697.64
4/23/21	50401-10 Fuel & Lubricants 20100 Accounts Payable	169613	Diesel	22,969.18	
			Spartan Tank Lines, Inc.		22,969.18
4/27/21	50499-60 Other Mat & Supplies, Admin 20100	2830222811	Office supplies	22.49	
			Staples		22.49

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable				
4/15/21	10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	5638	Vehicle repair unit #411 and unit #37 Superior Underground Tank Serv.	15,259.89	15,259.89
4/20/21	50300-10 Outside Services, Operations 20100 Accounts Payable	4/21	April DAR tablets and phones T-MOBILE	3,909.86	3,909.86
4/13/21	50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable	82358618	Vehicle parts The Aftermarket Parts Company, LLC	502.96	502.96
4/28/21	50300-43 O/S Service, Non-Veh, Compu 20100 Accounts Payable	INV0000000654	APR maint and support TransTrack Systems, Inc.	3,900.00	3,900.00
4/21/21	50300-10 Outside Services, Operations 20100 Accounts Payable	9878108878	April cell phones (3/22-4/21/21) Verizon Wireless	568.08	568.08
4/1/21	10202 A/R Accrual - MV & Insuranc 10202 A/R Accrual - MV & Insuranc 20100 Accounts Payable	M-0474	Vehicle repair unit #37 DOA 2/16/21 Vehicle repair unit #402 DOA 1/12/21 Walker's Auto Body	10,973.85 22,157.48	33,131.33
				214,824.57	214,824.57
				214,824.57	214,824.57

WCCTA - WestCAT
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
5/1/21	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	5/20	May estimated service MV Transportation	665,436.76	665,436.76
				<u>665,436.76</u>	<u>665,436.76</u>



Monthly Management Report Summary

April, FY 20/21

System & Program Summary

	April FY 20/21	April FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
System Total						
Total Passengers	30,175	18,949	59.2	275,680	905,823	-69.6
Revenue Passengers	26,321	0		71,621	799,687	-91.0
Weekday Total Passengers	28,009	17,435	60.6	251,248	862,238	-70.9
Saturday Total Passengers	1,525	950	60.5	16,307	28,707	-43.2
Sunday Total Passengers	641	564	13.7	8,125	14,878	-45.4
Weekday Average Passengers	1,273	793	60.5	1,196	4,106	-70.9
Saturday Average Passengers	381	238	60.1	347	611	-43.2
Sunday Average Passengers	160	141	13.5	169	310	-45.5
Vehicle Revenue Hours	6,171.26	6,614.84	-6.7	59,264.62	89,223.06	-33.6
Total Vehicle Hours	6,504.70	7,075.62	-8.1	62,675.53	95,242.27	-34.2
Revenue Vehicle Miles	105,090.7	116,062.0	-9.5	1,022,903.1	1,600,383.7	-36.1
Total Miles	120,514.0	130,285.0	-7.5	1,166,672.0	1,769,433.0	-34.1
Dial-A-Ride Program						
Number of Weekdays	22	22	0.0	209	210	-0.5
Number of Saturdays	4	4	0.0	47	47	0.0
Total Passengers	1,243	586	112.1	10,267	26,056	-60.6
Revenue Passengers	1,158			3,128	23,819	-86.9
Weekday Total Passengers	1,129	517	118.4	9,028	24,170	-62.6
Saturday Total Passengers	114	69	65.2	1,239	1,886	-34.3
Weekday Average Passengers	51	24	112.5	43	115	-62.6
Saturday Average Passengers	29	17	70.6	26	40	-35.0
Vehicle Revenue Hours	683.44	383.99	78.0	6,297.33	11,845.26	-46.8
Total Vehicle Hours	728.34	466.06	56.3	6,936.29	12,946.96	-46.4
Productivity	1.82	1.53	19.0	1.63	2.20	-25.9
Revenue Vehicle Miles	11,300.0	6,680.3	69.2	116,637.7	156,680.1	-25.6
Total Miles	12,164.0	7,567.0	60.8	126,475.1	170,947.1	-26.0
Express Routes Program						
Number of Weekdays	22	22	0.0	209	210	-0.5
Number of Saturdays	4	4	0.0	47	47	0.0
Number of Sundays	4	4	0.0	48	48	0.0
Total Passengers	13,611	9,304	46.3	121,538	380,391	-68.0
Revenue Passengers	12,134	0		32,115	337,440	-90.5
Weekday Total Passengers	11,905	8,100	47.0	102,097	344,100	-70.3
Saturday Total Passengers	1,065	640	66.4	11,316	21,413	-47.2
Sunday Total Passengers	641	564	13.7	8,125	14,878	-45.4
Weekday Average Passengers	541	368	47.0	489	1,639	-70.2
Saturday Average Passengers	266	160	66.3	241	456	-47.1
Sunday Average Passengers	160	141	13.5	169	310	-45.5
Vehicle Revenue Hours	2,006.52	2,459.62	-18.4	19,736.50	31,905.90	-38.1
Total Vehicle Hours	2,101.64	2,628.02	-20.0	20,661.67	34,512.11	-40.1
Productivity	6.78	3.78	79.4	6.16	11.92	-48.3
Revenue Vehicle Miles	27,341.5	39,909.9	-31.5	271,601.9	573,390.2	-52.6
Total Miles	29,051.5	43,202.2	-32.8	288,232.5	625,933.7	-54.0



Monthly Management Report Summary

April, FY 20/21

System & Program Summary

	April FY 20/21	April FY 19/20	% Change	Year-To-Date FY 20/21	Year-To-Date FY 19/20	% Change
Local Fixed Routes Program						
Number of Weekdays	22	22	0.0	209	210	-0.5
Number of Saturdays	4	4	0.0	47	47	0.0
Total Passengers	9,022	6,156	46.6	81,070	235,995	-65.6
Revenue Passengers	6,906	0		18,462	184,509	-90.0
Weekday Total Passengers	8,676	5,915	46.7	77,318	230,587	-66.5
Saturday Total Passengers	346	241	43.6	3,752	5,408	-30.6
Weekday Average Passengers	394	269	46.5	370	1,098	-66.3
Saturday Average Passengers	87	60	45.0	80	115	-30.4
Vehicle Revenue Hours	2,585.91	2,934.57	-11.9	24,776.65	30,618.25	-19.1
Total Vehicle Hours	2,702.33	3,068.39	-11.9	25,885.44	32,052.27	-19.2
Productivity	3.49	2.10	66.2	3.27	7.71	-57.6
Revenue Vehicle Miles	41,069.4	45,802.0	-10.3	393,909.5	471,778.8	-16.5
Total Miles	43,447.0	48,388.1	-10.2	416,597.9	500,138.7	-16.7
Transbay Lynx Program						
Number of Weekdays	22	22	0.0	211	212	-0.5
Total Passengers	6,299	2,903	117.0	62,805	263,381	-76.2
Revenue Passengers	6,123	0		17,916	253,919	-92.9
Weekday Total Passengers	6,299	2,903	117.0	62,805	263,381	-76.2
Weekday Average Passengers	286	132	116.7	298	1,242	-76.0
Vehicle Revenue Hours	895.39	836.66	7.0	8,454.14	14,853.65	-43.1
Total Vehicle Hours	972.39	913.15	6.5	9,192.13	15,730.93	-41.6
Productivity	7.03	3.47	102.6	7.43	17.73	-58.1
Revenue Vehicle Miles	25,379.8	23,669.8	7.2	240,753.9	398,534.6	-39.6
Total Miles	26,981.4	25,261.8	6.8	256,105.1	415,983.5	-38.4

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

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - Regular	\$ 10,749.00	\$ 30,440.75	\$ 4.00	\$ 4,527.25	\$ 6,217.75
Cash Fare - Senior & Disabled	\$ 2,599.75	\$ 7,410.00	\$ 927.50	\$ 501.50	\$ 1,170.75
Cash Fare - Transfers	\$ 741.50	\$ 2,128.75	\$ 6.50	\$ 53.00	\$ 682.00
Cash Fare - Regional Paratransit	\$ 402.00	\$ 1,098.00	\$ 402.00		
Cash Fare - Local Day Pass Sales	\$ 1,457.00	\$ 4,041.00		\$ 8.00	\$ 1,449.00
Total Estimated Cash (a)	\$ 15,949.25	\$ 45,118.50	\$ 1,340.00	\$ 5,089.75	\$ 9,519.50
Over/(Short) Cash Count	\$ 2.07	\$ 3.88	\$ (0.56)	\$ 1.45	\$ 1.18
Bank Deposit Corrections	\$ -	\$ -			
Subtotal Cash Fare Deposit	\$ 15,951.32	\$ 45,122.38	\$ 1,339.44	\$ 5,091.20	\$ 9,520.68
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 310.00	\$ 825.00	\$ 310.00		
Clipper Sales	\$ -	\$ -			
Lynx 31-Day Pass Sales	\$ 420.00	\$ 2,240.00		\$ 420.00	
Lynx Stored Ride Pass Sales	\$ 40.00	\$ 80.00		\$ 40.00	
Local 31-Day Pass Sales	\$ 280.00	\$ 860.00			\$ 280.00
Local Stored Value Pass Sales	\$ -	\$ 20.00			
Local Day Pass Sales (In-house)	\$ 17.50	\$ 52.50			\$ 17.50
East Bay Value Pass Sales	\$ -	\$ -			
Summer Youth Pass	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ -	\$ (680.00)			
Subtotal Prepaid Sales Deposit	\$ 1,067.50	\$ 3,397.50	\$ 310.00	\$ 460.00	\$ 297.50
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
511 Contra Costa (JPX Promo)	\$ -	\$ -			
CCC Nutrition Tickets	\$ -	\$ -			
Lynx B1G1F	\$ 420.00	\$ 1,120.00		\$ 420.00	
Wage Works	\$ 650.00	\$ 2,030.00		\$ 630.00	\$ 20.00
Capital Corridor Vouchers	\$ -	\$ 6.00			
WWCCTAC (S/D Clipper)	\$ -	\$ -			
John Swett USD	\$ -	\$ -			
511 CC	\$ -	\$ -			
CCTA (37.00 SBPP)	\$ -	\$ 34.50			
WCCUSD SBP	\$ -	\$ -			
City of Hercules Parking Permit Program	\$ -	\$ 149.88			
HTC Parking Combos	\$ 28.98	\$ 468.98			\$ 28.98
Cole Vocational	\$ -	\$ -			
Clipper	\$ 32,512.30	\$ 91,658.02		\$ 19,697.73	\$ 12,814.57
*Other	\$ -	\$ -			
*Other	\$ -	\$ -			
Subtotal Billings	\$ 33,611.28	\$ 95,467.38	\$ -	\$ 20,747.73	\$ 12,863.55
Total Passenger Revenue	\$ 50,630.10	\$ 143,987.26	\$ 1,649.44	\$ 26,298.93	\$ 22,681.73

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

Preventable Accidents per Miles Driven in 12 Month
Period

April-21

	Miles	Accidents	Frequency 12 Month Period
FR	1,187,826	14	84,845
DAR	144,434	2	72,217

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

	Non-Preventable				Preventable			
	Month		FYTD		Month		FYTD	
	Current	Last Year	Current	Last Year	Current	Last Year	Current	Last Year
FR	0	1	4	8	1	0	9	10
DAR	1	0	2	2	0	0	1	1



Passenger & Productivity Statistical Report

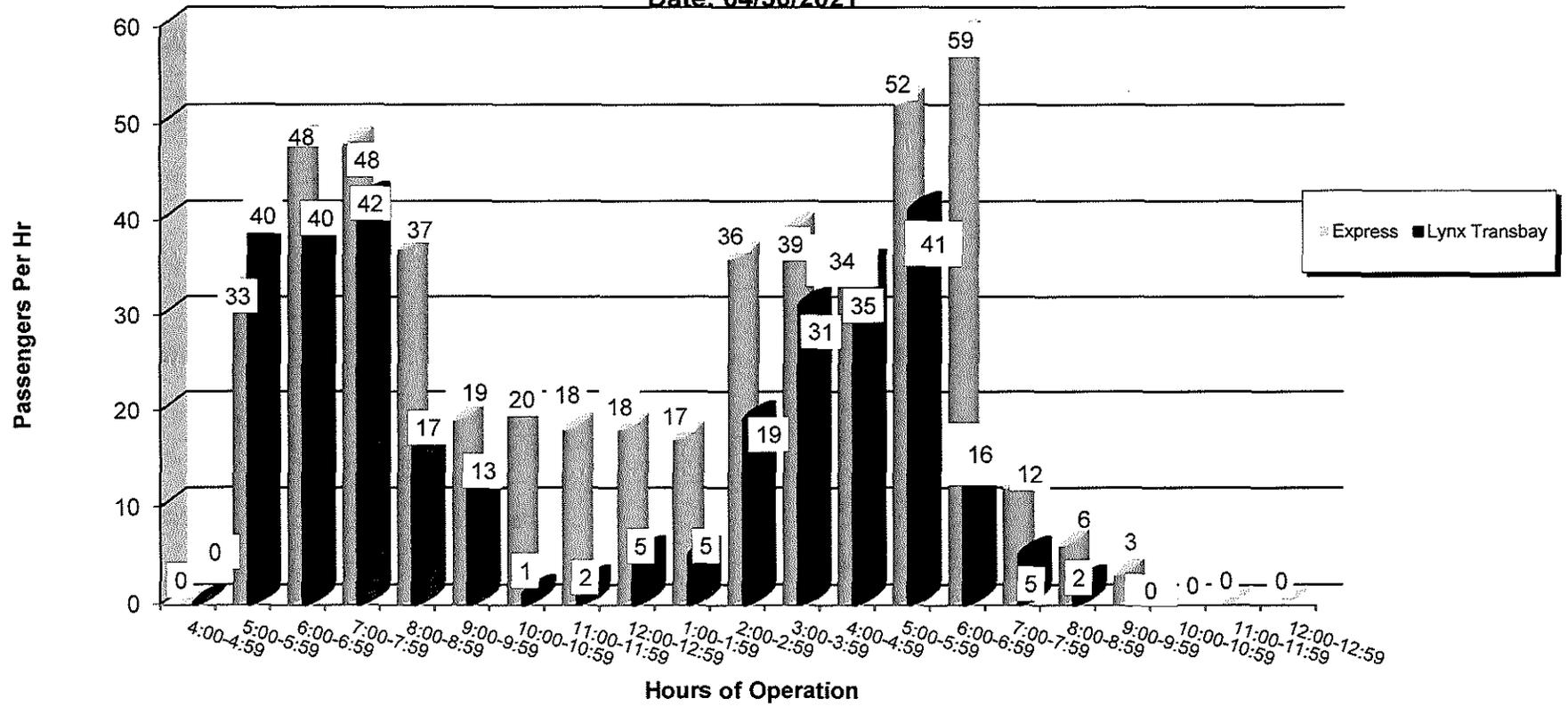
April, FY 20/21

System

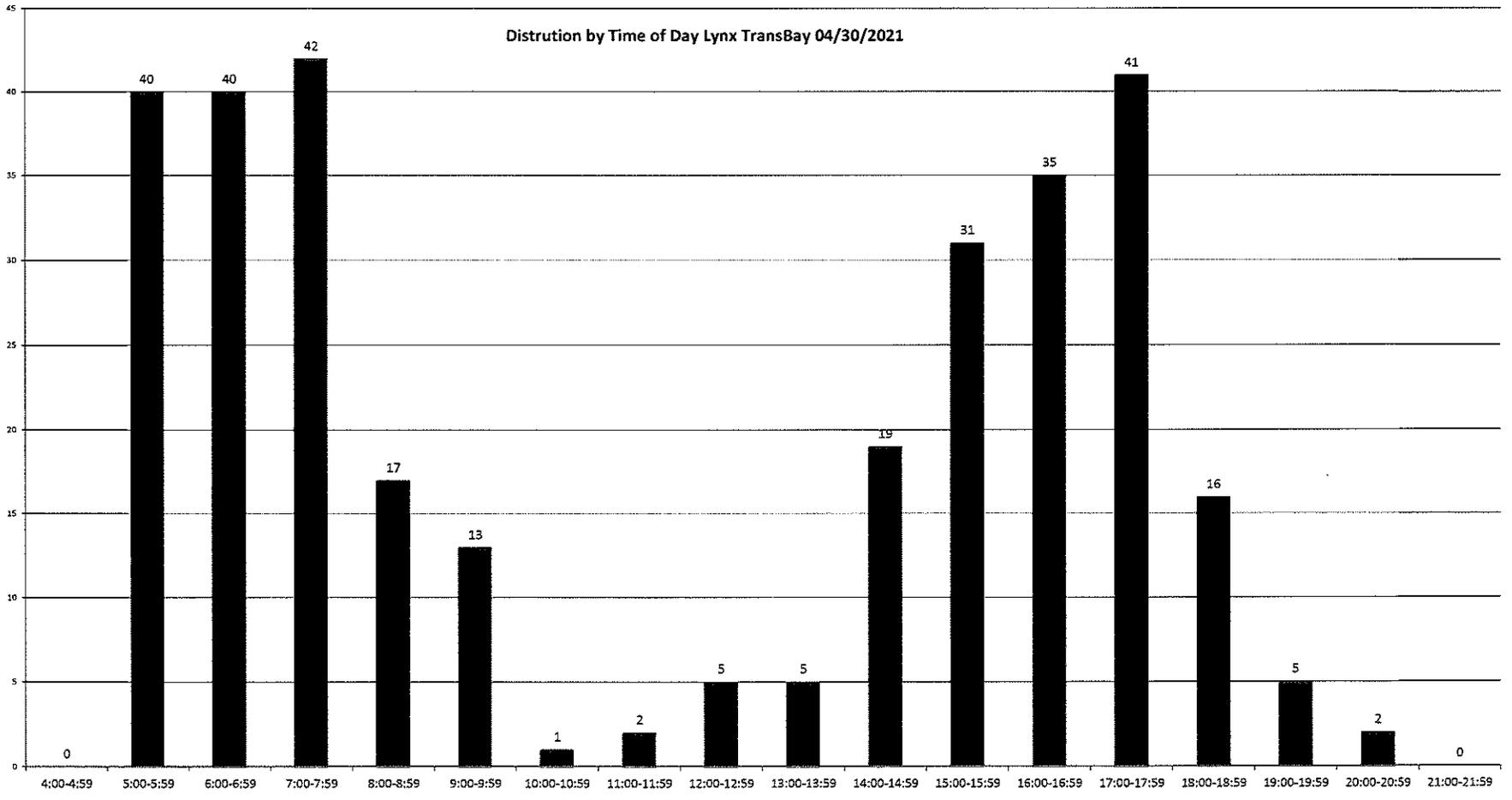
All Routes

Route by Day Type & System	Passengers						Passengers Per Revenue Hour					
	April			Fiscal Year To Date			April			Fiscal Year To Date		
	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change	FY 19/20	FY 20/21	% Change
Route 10 Weekday	468	743	58.8	21,836	5,667	-74.0	2.1	3.8	81.0	9.0	3.0	-66.2
Route 11 Weekday	1,349	1,532	13.6	42,549	14,773	-65.3	3.4	4.3	28.5	10.6	4.4	-58.2
Route 11 Saturday	149	168	12.8	2,759	1,934	-29.9	3.0	3.5	15.6	4.8	3.4	-27.8
Route 11 Total	1,498	1,700	13.5	45,308	16,707	-63.1	3.3	4.2	26.9	9.8	4.3	-56.5
Route 12 Weekday	425	754	77.4	25,255	6,198	-75.5	1.6	3.3	101.2	8.8	2.8	-67.9
Route 15 Weekday	409	737	80.2	16,402	5,516	-66.4	1.7	3.1	84.7	6.9	2.4	-64.7
Route 16 Weekday	1,111	2,223	100.1	46,561	17,692	-62.0	1.7	3.6	104.9	7.5	3.0	-60.1
Route 19 Saturday	92	178	93.5	2,649	1,818	-31.4	1.7	3.5	101.0	4.1	3.0	-26.0
Route 30Z Weekday	461	556	20.6	19,745	5,457	-72.4	1.2	1.9	53.7	4.8	1.9	-59.9
Route C3 Weekday	1,506	2,131	41.5	49,888	22,015	-55.9	2.8	3.9	40.7	9.6	4.2	-56.0
Route DAR Weekday	517	1,129	118.4	24,170	9,028	-62.6	1.5	1.8	21.8	2.2	1.6	-27.8
Route DAR Saturday	69	114	65.2	1,886	1,239	-34.3	1.8	1.7	-0.9	2.1	1.9	-6.6
Route DAR Total	586	1,243	112.1	26,056	10,267	-60.6	1.5	1.8	19.2	2.2	1.6	-25.9
Route J Weekday	4,650	6,698	44.0	176,890	57,848	-67.3	3.5	6.2	75.1	12.0	5.6	-53.3
Route J Saturday	640	1,065	66.4	21,413	11,316	-47.2	4.0	7.6	92.0	9.7	6.9	-29.0
Route J Sunday	564	641	13.7	14,878	8,125	-45.4	3.8	4.8	23.7	7.9	5.0	-37.1
Route J Total	5,854	8,404	43.6	213,181	77,289	-63.7	3.6	6.2	71.8	11.3	5.7	-49.8
Route JPX Weekday	3,450	5,207	50.9	109,584	44,249	-59.6	4.2	8.1	94.3	11.9	7.2	-38.9
Route LYNX Weekday	2,903	6,299	117.0	263,381	62,805	-76.2	3.5	7.0	102.8	17.7	7.4	-58.1
Total System-Wide	18,763	30,175	60.8	839,846	275,680	-67.2	2.9	4.9	68.7	10.1	4.7	-53.9

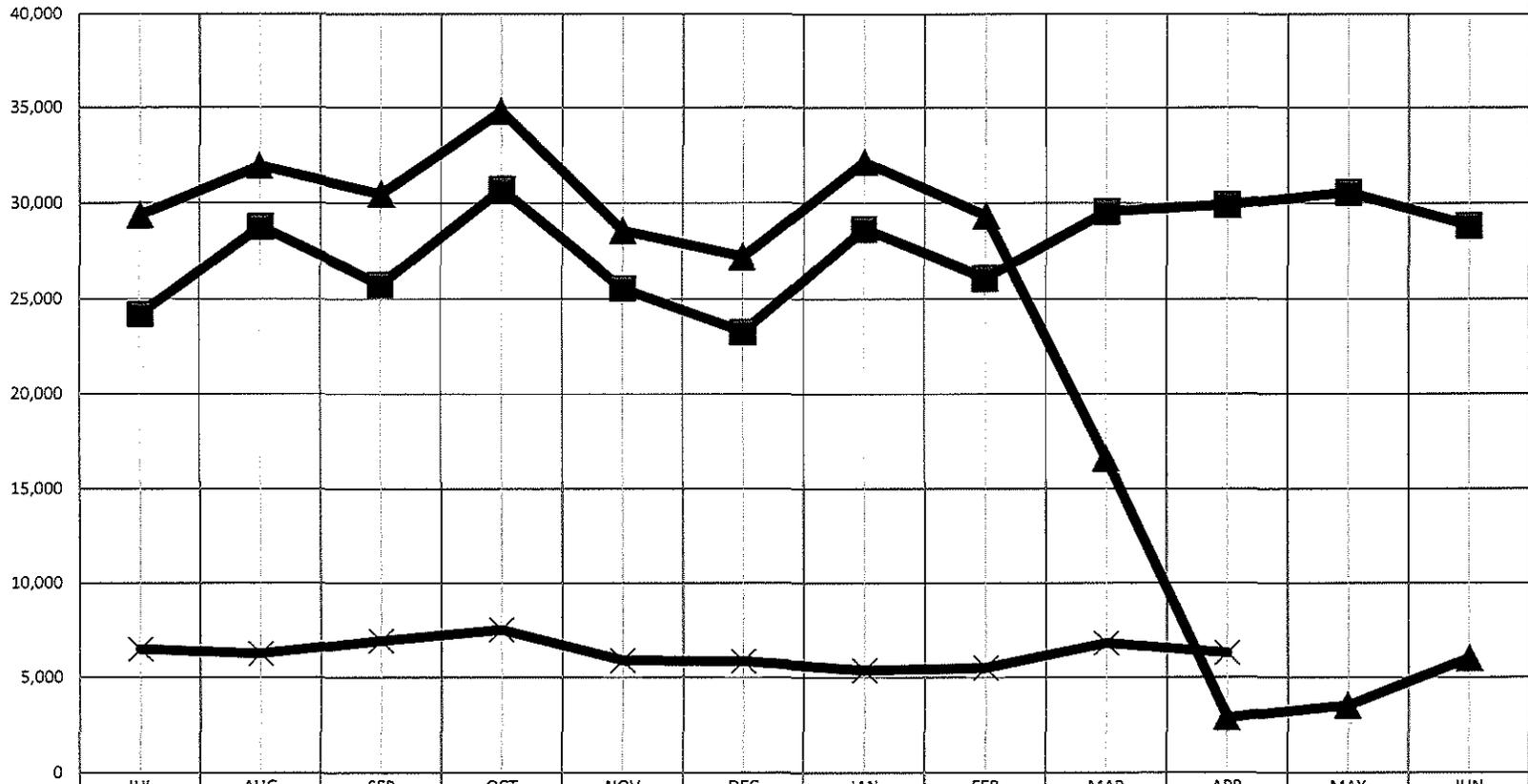
**Express Routes (J, JX, JPX), and Lynx Transbay
Ridership by Time of Day
Date: 04/30/2021**



Distrution by Time of Day Lynx TransBay 04/30/2021



WESCAT LYNX TRANSBAY 3YR STATS



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
ridership 18-19	24,228	28,770	25,776	30,717	25,571	23,265	28,671	26,100	29,548	29,919	30,584	28,839
ridership 19-20	29,377	31,950	30,473	34,801	28,565	27,211	32,156	29,354	16,590	2,903	3,523	5,998
ridership 20-21	6,469	6,233	6,937	7,520	5,877	5,835	5,358	5,489	6,788	6,299		

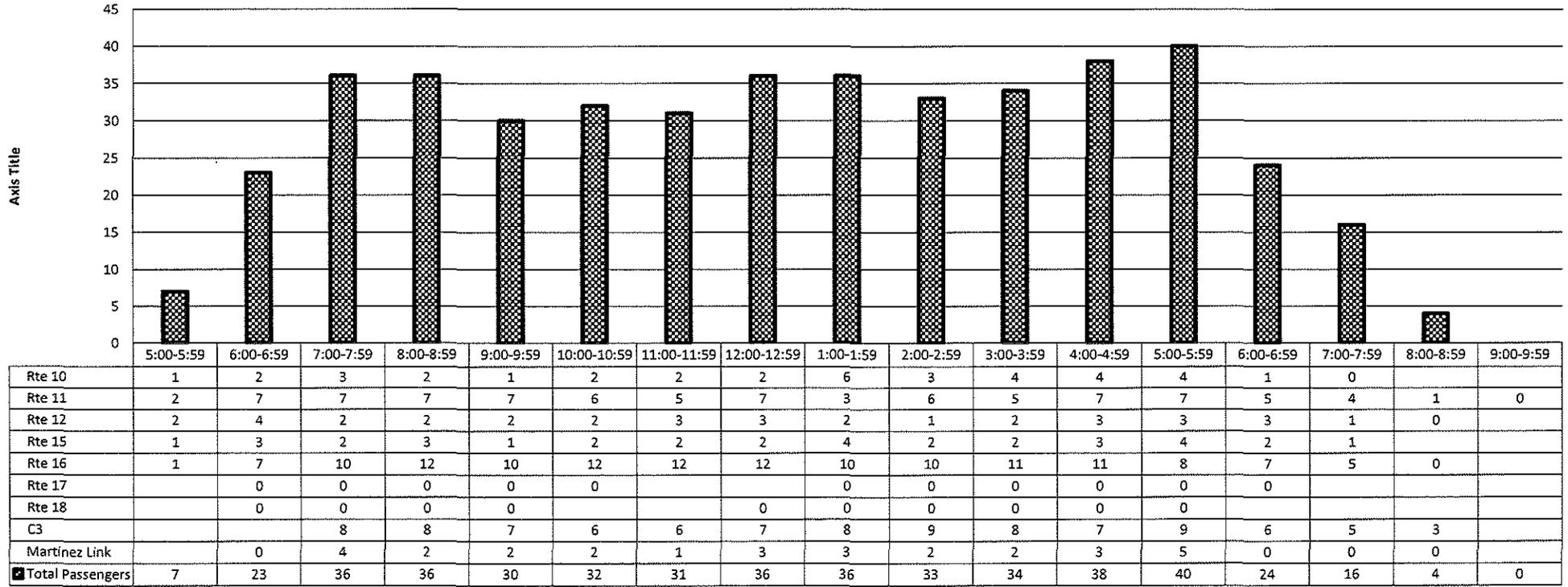
Distribution by Time of Day - Fixed Route

Date: 4/30/2021

	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	1:00-1:59	2:00-2:59	3:00-3:59	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59
Rte 10	1	2	3	2	1	2	2	2	6	3	4	4	4	1	0		
Rte 11	2	7	7	7	7	6	5	7	3	6	5	7	7	5	4	1	0
Rte 12	2	4	2	2	2	2	3	3	2	1	2	3	3	3	1	0	
Rte 15	1	3	2	3	1	2	2	2	4	2	2	3	4	2	1		
Rte 16	1	7	10	12	10	12	12	12	10	10	11	11	8	7	5	0	
Rte 17		0	0	0	0	0			0	0	0	0	0	0			
Rte 18		0	0	0	0			0	0	0	0	0	0				
C3			8	8	7	6	6	7	8	9	8	7	9	6	5	3	
Martinez Link		0	4	2	2	2	1	3	3	2	2	3	5	0	0	0	
Total Passengers	7	23	36	36	30	32	31	36	36	33	34	38	40	24	16	4	0

Total Route 10	37
Total Route 11	86
Total Route 12	35
Total Route 15	34
Total Route 16	138
Total Route 17	0
Total Route 18	0
Total C3	97
Martinez Link	29
Total	456

Distrubution By Time Of Day Fixed Route 04/30/2021



Distribution by Time of Day - WestCAT Express

Date: 4/30/2021

	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
JX		0	0	0	0							0	0	0	0	0	
JPX		14	18	29	9	7	7	5	6	6	7	10	12	29	29	4	1
J	0	19	30	19	28	12	13	13	12	11	29	29	22	23	30	8	5
Total Passengers	0	33	48	48	37	19	20	18	18	17	36	39	34	52	59	12	6

	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	193
J	306
Total	499

Distribution by Time of Day -Lynx Transbay

Date: 4/30/2021

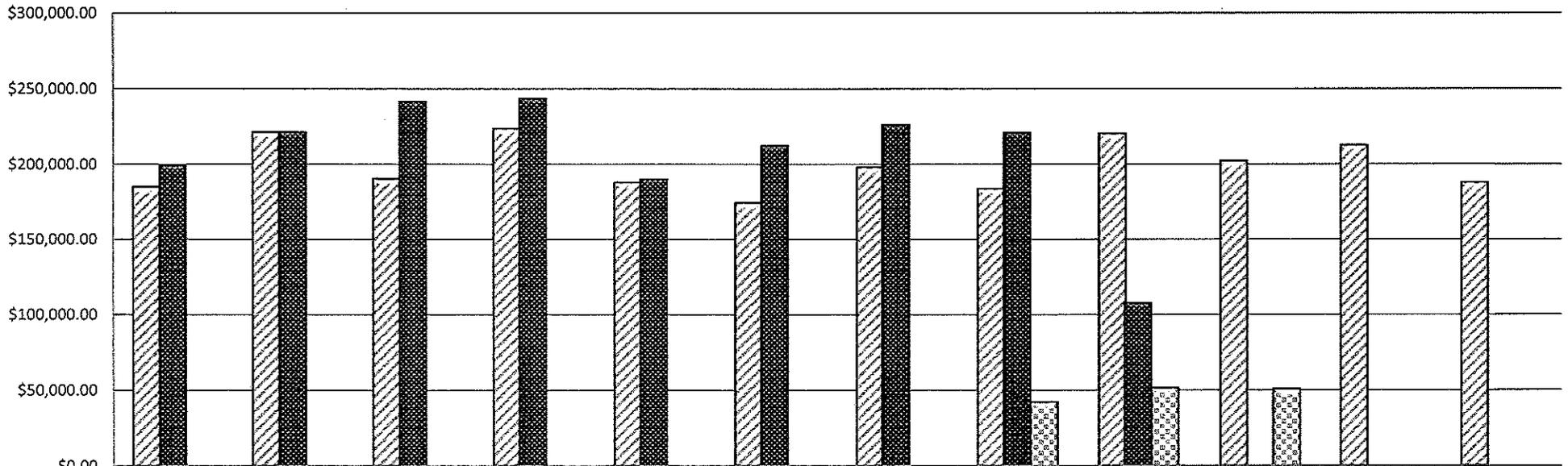
	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	13:00-13:59	14:00-14:59	15:00-15:59	16:00-16:59	17:00-17:59	18:00-18:59	19:00-19:59	20:00-20:59
TransBay LYNX	0	40	40	42	17	13	1	2	5	5	19	31	35	41	16	5	2
Total Passengers	0	40	40	42	17	13	1	2	5	5	19	31	35	41	16	5	2

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

Total Lynx	314
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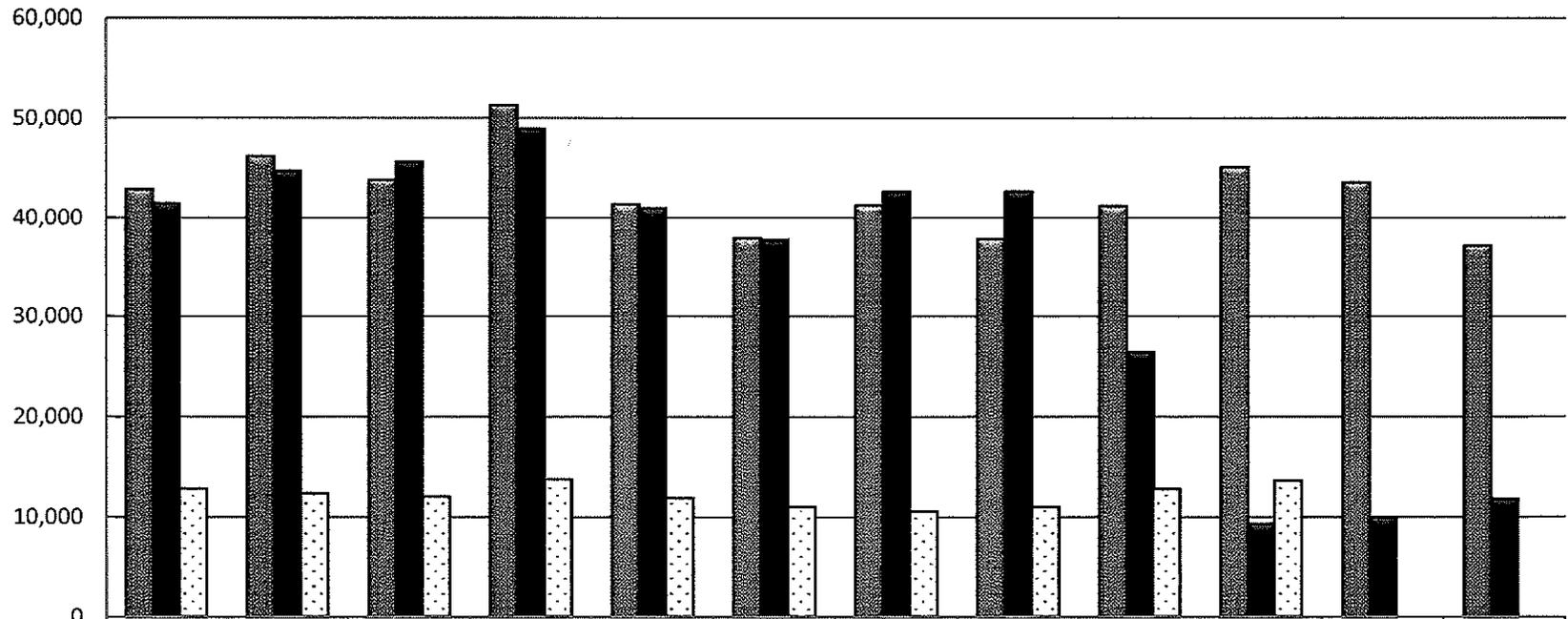
WESTCAT FAREBOX REVENUE



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Revenue 18-19	\$184,967.76	\$221,324.62	\$190,523.20	\$223,527.47	\$188,025.13	\$174,300.03	\$197,954.01	\$183,770.89	\$220,391.31	\$202,210.14	\$212,549.81	\$187,875.42
Revenue 19-20	\$199,206.18	\$221,340.72	\$241,336.85	\$243,362.84	\$190,009.53	\$212,229.82	\$226,083.56	\$220,936.01	\$107,779.19	\$0.00	\$0.00	\$0.00
Revenue 20-21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,085.62	\$51,271.54	\$50,630.10		



WESTCAT EXPRESS RIDERSHIP Includes Routes J, JX and JPX



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
ridership 18-19	42,824	46,152	43,773	51,282	41,363	37,882	41,212	37,787	41,158	45,044	43,527	37,130
ridership 19-20	41,469	44,659	45,626	48,958	40,948	37,767	42,598	42,632	26,430	9,304	9,946	11,773
ridership 20-21	12,788	12,338	11,991	13,743	11,855	10,982	10,523	10,939	12,768	13,611		

Agenda Item 2.1

RESOLUTION #2021-04

**APPROVING THE PROJECT LIST FOR FY 2021-2022
FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**
Local match for purchase of replacement revenue vehicles

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

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

WHEREAS, WCCTA's share of SGR funds for fiscal year 2021-22 is estimated to be \$82,963; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the WCCTA Board of Directors hereby approves the SB1 State of Good Repair Project List for FY 2021-22; and

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

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

Project Name: Local match for purchase of replacement revenue vehicles

Amount of SGR Funds Requested: \$82,963

Regularly passed and adopted this **10th day of June, 2021** by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Norma Martinez-Rubin, Chair, Board of Directors

ATTEST: _____

Clerk to the Board