

# General Manager's Report

**Weekly Ridership** – For the past five weeks in a row we have experienced steady ridership growth, with the last week experiencing a significant jump far above any other time during the pandemic. During the week of August 29<sup>th</sup> to September 4<sup>th</sup>, we carried 94,615 weekday passengers. Certainly, schools returning to in-person learning and other activities opening back up in the region have made a significant contribution to the increase. Considering all the challenges we face daily, this is amazing!



**Virtual Town Hall Meeting-** On Thursday, September 9<sup>th</sup>, Transportation hosted a virtual District wide Town Hall meeting. AC Transit employees had the opportunity to join the virtual meeting to interact with the General Manager and Executive Staff. Live stream of the Town Hall meeting was shown on the Division Gillie room monitors and other worksites across the District. This was an action-packed Town Hall with information presented by staff from the following departments: Information and Technology, Service Planning and Scheduling, External Affairs Marketing and Communications, Finance, Maintenance, Health and Wellness, and Training and Education. There was also a Question-and-Answer period with the General Manager and the Chief Operating Officer. During the pandemic, these virtual Town Hall Meetings have been instrumental to offer employees an opportunity to asked questions that are important to them and another communications resource to help keep employees informed.



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**Zero Emission Bus University** - In August, staff from Legislative Affairs & Community Relations met with Senator Nancy Skinner's office to discuss funding for the District's "Zero Emission Bus University" concept. This \$18 million project envisions transforming the Training & Education Center into a state-of-the-art facility to help AC Transit achieve 100 percent zero emission by 2040. Staff and board directors also met with Congressman Mark DeSaulnier to discuss this concept and other District priorities, such as the additional funding to meet the Innovative Clean Transit rule - the unfunded mandate requiring AC Transit transition to a 100 percent zero emission fleet by 2040.

**AC Transit Fuel Cell Bus Showcased at the California State Capitol** - On Tuesday August 31<sup>st</sup>, staff had the opportunity to attend and showcase our Hydrogen Fuel Cell Bus at the California Fuel Cell Partnership's event at the California State Capitol in Sacramento. External Affairs Representatives Ryan Lau and Joseph Voelker met joined the California Fuel Cell Partnership to discuss with policymakers fuel cell technology, AC Transit's Rollout Plan and Zero Emission Transit Bus Technology Analysis report, and future funding from the State of California Legislature. Staff met with Senator Wieckowski (CA-10) regarding the enormity of the cost to transition the state's transit agencies to zero emission by 2040 and advocated for additional state funding for transit vehicles and infrastructure in his capacity on the California State Transportation Committee.



After being displayed in Sacramento, New Flyer transported the bus to the Humboldt Transit Authority yard in Eureka, CA. Transit agency officials and members of the Schatz Energy Research Center at Humboldt State University were able to review the HFC bus configuration. Humboldt Transit Authority is in the process of purchasing ten hydrogen fuel cell buses.



# General Manager's Report

## California Special Districts Association Annual Conference

-The California Special Districts Association awarded AC Transit the “Exceptional Public Outreach & Advocacy” award during their annual conference in Monterey on September 2nd. This award’s criteria included an organization’s outstanding commitment to, and engagement with, their stakeholders. AC Transit was recognized for the extensive public outreach, impressive local hiring, and effective rider communications we undertook during the construction and launch of the Tempo BRT, which continued despite the many challenges posed by the COVID-19 pandemic. CSDA CEO Neil McCormick and CSDA Communications Specialist Vanessa Gonzales presented the award to Board President Elsa Ortiz and staff member Claudia Burgos, Director of Legislative Affairs.



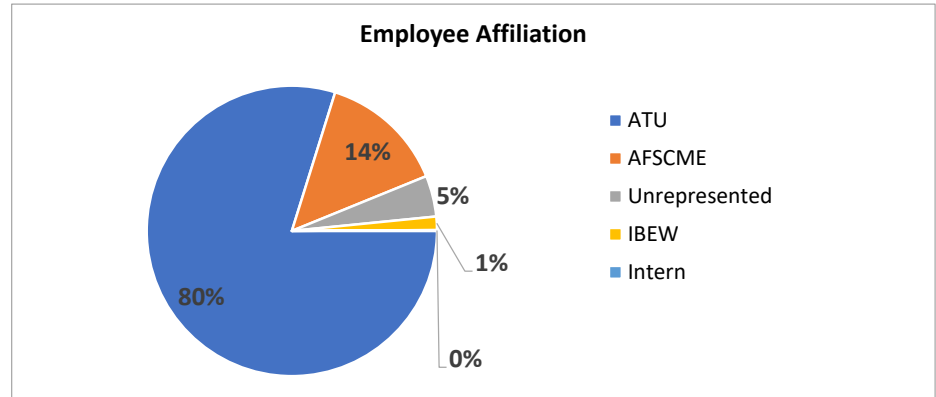
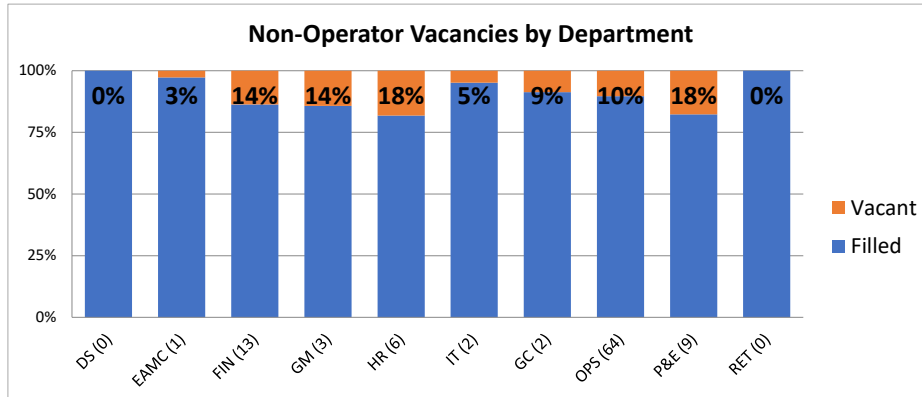
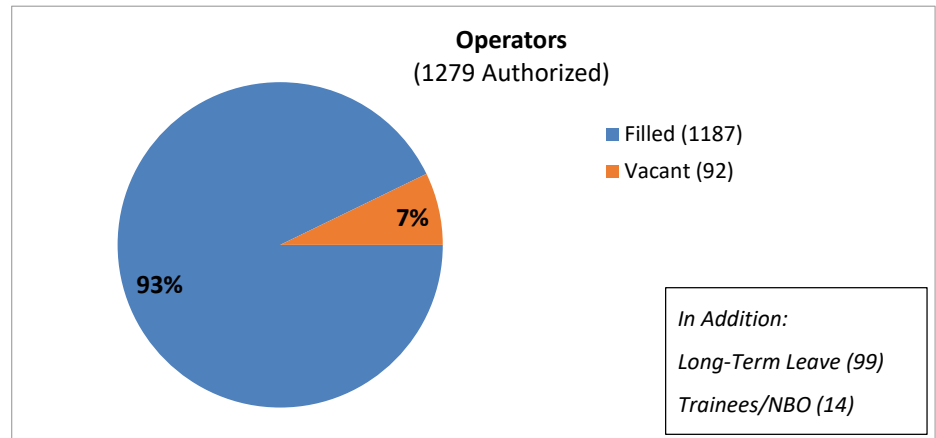
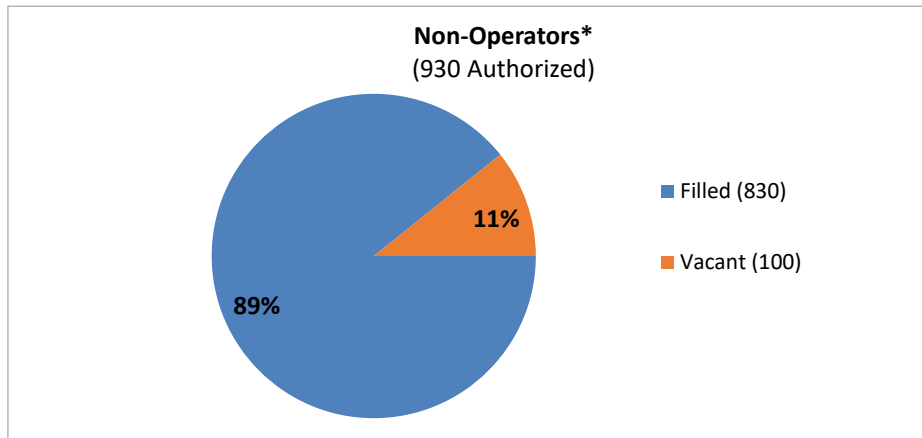
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**Facilities Maintenance Activities** — Our Maintenance Department utilizes the Ellipse Enterprise Asset Management System (EAMS) software to track facility equipment, repairs, material requisitions and labor transactions on each of its asset categories. Ellipse is used to schedule preventative maintenance activities along with retaining records of inspections and repairs. During the fiscal year 2021, the Facilities Maintenance team performed over eight-thousand one hundred (8,100) repairs and inspections across the various District properties.

A total of 3 Emergency Response work orders were generated for emergencies. Facilities repair request are those submitted by staff across the district for a total of 1,180. Maintenance Support work orders were generated for district administrative activities such as special events and totaled at 119. Facilities completed 6,261 Scheduled Maintenance inspections on district facility assets. An Unscheduled Maintenance work order is created to address repairs identified by facility maintenance which totaled 603.

WORK ORDER TYPE	D2	D3	D4	D6	CMF	GO	TOTAL
EMERGENCY RESPONSE	1	0	0	2	0	0	<b>3</b>
FACILITIES REPAIR REQUEST	90	125	411	294	151	109	<b>1,180</b>
MAINTENANCE SUPPORT	17	12	16	38	16	20	<b>119</b>
SCHEDULED MAINTENANCE	502	768	1,182	1,494	961	1354	<b>6,261</b>
UNSCHEDULED MAINTENANCE	52	118	61	107	200	65	<b>603</b>
	<b>662</b>	<b>1,023</b>	<b>1,670</b>	<b>1,935</b>	<b>1,328</b>	<b>1,548</b>	<b>8,166</b>

## Positions Summary



Authorized Positions			
Department	Filled	Vacant	Total
Operations - Bus Operators	1187	92	1279
Operations - Non-Operators	558	64	622
District Secretary	3	0	3
Finance	82	13	95
General Counsel	21	2	23
General Manager	18	3	21
Human Resources	27	6	33
Innovation and Technology	39	2	41
EAMC	36	1	37
Planning & Engineering	42	9	51
Retirement	4	0	4
<b>Total</b>	<b>2017</b>	<b>192</b>	<b>2209</b>

Authorized Positions			
Position Type	Filled	Vacant	Total
Bus Operator	1187	92	1279
Maintenance	410	47	457
Salaried	363	46	409
Clerical	56	8	64
<b>Total</b>	<b>2016</b>	<b>193</b>	<b>2209</b>

*\* Non-Bus Operators include all permanent employees except for operators  
 Position data as of July 31, 2021*



## Executive Reporting

As of July 31, 2021

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### Contents

1. Budget Summary – Overview
  2. Budget Summary – Chart
  3. Positions Summary
  4. Farebox Revenue and Ridership
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## Budget Summary

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### Overview

#### ***Overall***

Results in the first month of the FY 2021-22 fiscal year show the District coming in slightly under budget overall (\$40.0 million budget vs. \$39.7 million actual) with labor expenses coming in over budget and non-labor expenses under budget. Most labor variances from budget are due to the timing of accounting entries and will smooth out closer to budget over time. Non-labor variances are primarily due to lower levels of spending at the beginning of the year and will catchup later in the year.

The budget reported in this Executive Report was adopted by the Board on June 9, 2021. It does not include the additional ARP funding and spending approved by the Board on September 8, 2021.

#### ***Labor***

Total July labor expense is 106% of budget (\$29.1 million budget vs. \$30.8 million actual) due to the following:

- July Operator, Maintenance, and Salaried Regular Time actual results are under budget but are expected to increase during the year as more Bus Operators are recruited and other operational and staff vacancies are filled.
- Operator Premium Time (Overtime) and Maintenance Overtime are both over budget for the month (112% and 108% respectively). Operator Overtime has increased due to increases in operators out on COVID-19 Supplemental Paid Sick Leave as well as increases in service levels while training New Bus Operators. The D2 parking lot restriping project is incurring a lot of Maintenance overtime as the work is being done on weekends and off time to reduce the impact at the division. It should be noted that Overtime budget increases of \$1.0 million have been approved by the Board as part of the ARP spending adjustments.
- Miscellaneous Wages & Fringe is over the monthly projection primarily due to COVID related leave.
- Health Plans are well under budget and Pension is over budget due to the timing of accounting entries.

#### ***Non-Labor***

Total July non-labor expenses are 82% of budget (\$10.9 million budget vs. \$8.9 million actual) due to the following:

- Most services, supplies, and miscellaneous expenses are under budget due to lower levels of spending at the beginning of the year. These spending levels are expected to increase later in the year.
- Vehicle parts and Fuel and Lubricants are over budget in July due to the timing of the FY 2020-21 year-end inventory count, which pushed the cost of two weeks inventory into FY 2021-22.
- Utilities expenses are only 33% of budget for July due to the timing of invoices.

**Budget Summary (Budget vs Actuals as of July FY2021-22)**

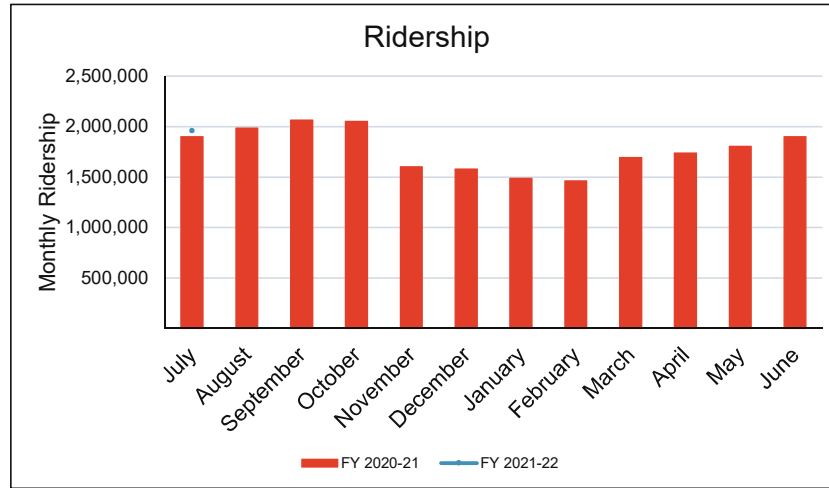
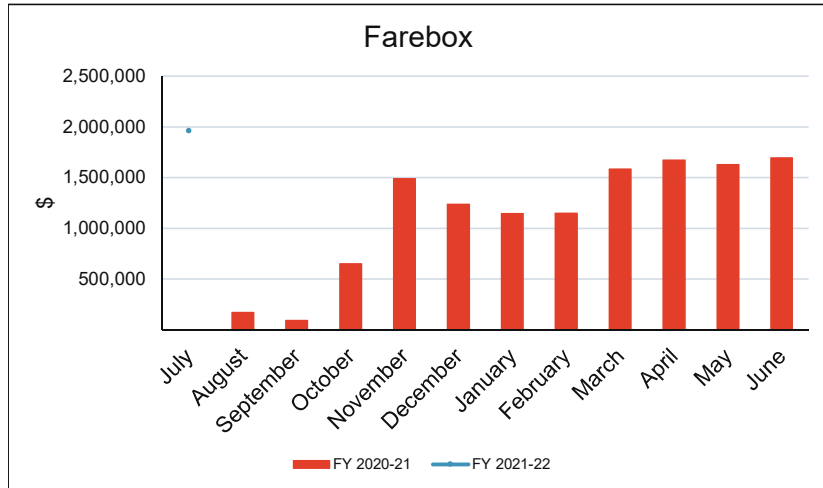
Parent Account & Name	Single Month - July FY2022			FYTD (8% of year completed)					
	Single Month Budget	Single Month Actuals	Single Month Budget Used %	Annual Budget	Actuals FYTD	Annual Budget Remaining	Budget Used % FYTD	Historical Avg % Used FYTD	Projected Annual Budget Used %
<b>Wages</b>									
Operators Regular Time	5,563,785	5,073,665	91%	66,765,415	5,073,665	61,691,750	8%	7%	104%
Operators Premium Time	1,099,746	1,229,954	112%	13,196,947	1,229,954	11,966,993	9%	8%	110%
Maintenance Regular Time	2,323,442	2,189,682	94%	27,881,301	2,189,682	25,691,619	8%	7%	108%
Maintenance Overtime	127,249	137,938	108%	1,526,982	137,938	1,389,045	9%	9%	105%
Salaried Regular Time	3,268,394	3,159,595	97%	39,220,725	3,159,595	36,061,130	8%	8%	99%
Salaried Overtime	95,910	81,798	85%	1,150,920	81,798	1,069,122	7%	9%	76%
<b>Misc Wages &amp; Fringe</b>	6,404,625	7,239,443	113%	76,855,494	7,239,443	69,616,051	9%	8%	125%
<b>Health Plans</b>	5,042,117	2,387,065	47%	60,505,406	2,387,065	58,118,341	4%	8%	51%
<b>Pension</b>	5,173,587	9,303,898	180%	62,083,044	9,303,898	52,779,146	15%	8%	189%
<b>Labor Total</b>	<b>29,098,853</b>	<b>30,803,038</b>	<b>106%</b>	<b>349,186,235</b>	<b>30,803,038</b>	<b>318,383,197</b>	<b>9%</b>	<b>8%</b>	<b>115%</b>
<b>Key Services</b>									
Professional and Tech Svcs	577,359	101,140	18%	6,928,303	101,140	6,827,163	1%	2%	61%
Security Services	1,123,093	964,415	86%	13,477,121	964,415	12,512,706	7%	8%	87%
<b>Other Services</b>	1,536,080	357,261	23%	18,432,955	357,261	18,075,694	2%	7%	27%
<b>Vehicle Parts</b>	850,352	1,151,723	135%	10,204,230	1,151,723	9,052,507	11%	10%	111%
<b>Fuel &amp; Lubricants</b>	885,120	1,420,670	161%	10,621,441	1,420,670	9,200,771	13%	11%	124%
<b>Other Maintenance</b>	152,801	135,835	89%	1,833,610	135,835	1,697,775	7%	6%	120%
<b>Office Supplies</b>	100,255	13,955	14%	1,203,065	13,955	1,189,110	1%	7%	18%
<b>Misc Materials</b>	210,162	4,211	2%	2,521,944	4,211	2,517,733	0%	14%	1%
<b>Utilities</b>	353,654	116,399	33%	4,243,850	116,399	4,127,451	3%	5%	57%
<b>Liability</b>	1,808,917	1,788,957	99%	21,707,000	1,788,957	19,918,043	8%	13%	61%
<b>Taxes</b>	159,621	190,943	120%	1,915,455	190,943	1,724,512	10%	7%	139%
<b>Purchased Transportation</b>	2,385,180	2,283,248	96%	28,622,164	2,283,248	26,338,916	8%	8%	98%
<b>Miscellaneous</b>	735,566	375,298	51%	8,826,796	375,298	8,451,498	4%	2%	181%
<b>Non-Labor Total</b>	<b>10,878,161</b>	<b>8,904,055</b>	<b>82%</b>	<b>130,537,934</b>	<b>8,904,055</b>	<b>121,633,880</b>	<b>7%</b>	<b>8%</b>	<b>82%</b>
<b>Grand Total</b>	<b>39,977,014</b>	<b>39,707,092</b>	<b>99%</b>	<b>479,724,169</b>	<b>39,707,092</b>	<b>440,017,076</b>	<b>8%</b>	<b>8%</b>	<b>105%</b>

2% - 9% over expected

10% or more over expected



**Farebox Revenue and Ridership**  
FY 2020-22 vs. FY 2020-21



Farebox Revenue	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FYTD
<b>FY 2020-22</b>	1,749,636												<b>1,749,636</b>
<b>FY 2020-21</b>	0	171,175	92,141	648,821	1,488,240	1,235,347	1,144,254	1,145,931	1,582,095	1,670,788	1,625,765	1,692,700	<b>12,497,257</b>
<b>Y-Y %</b>													<b>-86.0%</b>

NTD Ridership	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FYTD
<b>FY 2020-22</b>	1,959,430												<b>1,959,430</b>
<b>FY 2020-21</b>	1,898,801	1,983,119	2,061,177	2,049,363	1,600,234	1,578,052	1,487,300	1,459,316	1,691,534	1,736,424	1,804,277	1,898,801	<b>21,248,398</b>
<b>Y-Y %</b>	3.2%												<b>-90.8%</b>

Notes:

1. Farebox revenue is for per-boarding payments only; does not include EasyPass agreements or contract services (BART, City of Oakland, etc.)