



Whatcom Transportation Authority

**BOARD OF DIRECTORS MEETING
AGENDA
THURSDAY, AUGUST 18, 2022, 8:00 A.M.**

In Person Location:
4011 Bakerview Spur, Bellingham, WA
For virtual access instructions, visit:
<http://www.ridewta.com/meeting>

Pages

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. EMPLOYEE RECOGNITION**
 - C.1 20-Year Service Award – Spencer A.**
- D. WELCOME AND FAREWELL**
 - D.1 Welcome Andy Bowler – Incoming Fleet & Facilities Director**
 - D.2 Retirement Recognition – Mike Bozzo, Fleet & Facilities Director**
- E. CITIZEN COMMUNICATIONS**
- F. ZERO EMISSION BUS TRANSITION PLAN UPDATE (Tim Wilder)**
- G. BOARD ACTION**
 - G.1 Consideration of Amending Bus Order from Diesel to Electric Buses** (Les Reardanz) **1 - 2**
- H. BOARD ACTION - CONSENT AGENDA**
 - H.1 Consideration of Approval of Minutes – July 21, 2022 Board Meeting** **3 - 12**
 - H.2 Consideration of Approval of July 1–31, 2022 Expenditures** **13 - 20**
- I. REPORTS TO BOARD**
 - I.1 On Site Wellness Center Update** (Vanessa Bronsema)
 - I.2 Transit Asset Management Plan (TAM)** (Mike Bozzo and Kim Putich) (separate document)
 - I.3 General Manager’s Report** (Les Reardanz)
 - I.4 Second Quarter Financial Information and Ratios** (written) **21 - 27**
 - I.5 Second Quarter Performance Report** (written) **28 - 30**

J. OTHER BUSINESS

K. ANNOUNCEMENTS

L. ADJOURN

MEMORANDUM

TO: Chairperson and Members of the Board of Directors

FROM: Les Reardanz, General Manager
Mike Bozo, Director, Fleet & Facilities
Maureen McCarthy, Director, Community and Government Relations

DATE: August 18, 2022

SUBJECT: Consideration of Amending Bus Order from Diesel to Electric Buses

RECOMMENDATION

That the Board of Directors authorize the General Manager to convert WTA's existing diesel bus order with Gillig from eight diesel buses to eight electric buses along with charging equipment.

BACKGROUND

WTA applied for and received a USDOT/FTA Low or No Emission Vehicle Program (Low-No) grant in the amount of \$8,862,951.00 to replace eight diesel buses with eight electric buses along with corresponding chargers. The total project cost is estimated to be approximately \$10,400,000 (including approximately 15% local match).

The purpose of the Low-No Program is to support the transition of the nation's transit fleet to the lowest polluting and most energy efficient transit vehicles. The Low-No Program provides funding to state and local governmental authorities for the purchase or lease of zero-emission and low-emission transit buses, including acquisition, construction, and leasing of required supporting facilities.

The benefit of this grant is to replace buses that will have surpassed their Useful Life Benchmarks to significantly improve the safety and reliability of WTA's fleet. WTA's bus replacement program is crucial for safety, attracting ridership, and for enhancing access and mobility for everyone, including low-income and underserved communities.

Replacing the eight diesel buses with eight electric buses will also improve service by offering a cleaner, greener ride. By replacing eight 2011 diesel buses with eight electric buses, this project will reduce harmful emissions over the 12-year life of the buses by:

- 35,976 pounds of Nitrogen Oxides
- 48 pounds of Fine Particulate Matter
- 432 pounds of HC, 25,392 pounds of Compounds of Hydrogen and Carbon
- 25,392 pounds of Carbon Monoxide
- 9,000 tons of Carbon Dioxide (direct carbon emissions)
- 800,000 gallons of diesel fuel

The Board will receive an update on the development of WTA's zero emissions fleet transition plan that will discuss the operational impacts of the transition to zero emissions. This analysis is particularly important as a zero-emission bus doesn't fully replace a diesel bus from an operational standpoint – at least at this time. Accordingly, WTA needs to synchronize, coordinate and plan for the operational impacts along with the needed supporting infrastructure.

FISCAL IMPACT

WTA will have a 15% match on the buses and a 10% match on the charging infrastructure. Staff will bring back the purchase order for Board approval when we have an exact price from Gillig.

CONSENT AGENDA ITEM H.1

**WHATCOM TRANSPORTATION AUTHORITY
 RECORD OF PROCEEDINGS
 BOARD OF DIRECTORS REGULAR MEETING
 July 21, 2022**

A. CALL TO ORDER

Chairperson Michael Lilliquist called the meeting to order at 8:02 a.m.
 (In-person location: WTA, 4011 Bakerview Spur, Bellingham, WA.
 Remote attendance via Zoom.)

B. ROLL CALL

Board Members Present	Board Members Absent
Seth Fleetwood – Mayor of Bellingham	Eric Davidson – Blaine City Council
Ali Hawkinson – Ferndale City Council	Todd Donovan – County Council
Scott Korthuis – Mayor of Lynden	Hollie Huthman – Bellingham City Council (on excused extended leave)
Jennifer Lautenbach – Everson City Council	Dan Darwin – Non-Voting Labor Rep.
Michael Lilliquist – Bellingham City Council	
Saptal Sidhu, County Executive	
Skip Williams – Bellingham City Council	

Staff Present		Others Present
L. Reardanz	J. Benson	Jennifer Donovan
V. Esser	J. Fairbanks	Sheri Wilson
M. Bozzo	J. Franks	Kevin
V. Bronsema	J. Malley	
J. Nylander	K. Putich	
S. Shipman	M. Waltari	
T. Wilder	M. Zlotek	
A. Stiles	M. Anderson	
A. Holden	S. Davis	
E. Knudson	T. Coleman	
G. Beaumont	Z. Cook	

C. PUBLIC HEARING AND ACTION

C.1 Public Hearing Comment on Transportation Development Plan (TDP)

Tim Wilder, Planning Director, gave an overview of the Transportation Development Plan (TDP). Shonda Shipman, Finance Director, described revisions to Figure 14 on page 32 of the plan. She stated that American Rescue

Plan funds were inadvertently omitted in the original version and have now been added.

Chairman Lilliquist opened the Public Hearing for comments at 8:12 a.m.

Sheri Wilson requested bus service on Lake Terrell Rd. and Slater Rd. so that bus service would be accessible to those living in Sandy Point.

Chairman Lilliquist closed the Public Hearing at 8:13 a.m.

Mr. Wilder stated that four written email comments were received prior to the hearing with the same request, as follows:

Written comments received prior to the Public Hearing:

From: Jennifer Donovan <jennyannodonovan@gmail.com>
Sent: Wednesday, July 20, 2022 12:30 PM
To: steve@ridewta.com; Tim Wilder <Timw@ridewta.com>
Subject: [EXTERNAL] Slater Road and Sandy Point Heights community

Hello,

My name is Jenny Donovan and I am a resident of Sandy Point Heights in Ferndale. I am writing to you today to ask that Slater Road, and if possible, Lake Terrell, be added to WTA's bus route.

My home is part of the Sandy Point Improvement Company which has over 800 residents/shareholders. During recent years this community has developed into a mix of families and retirees both of which would benefit from public transportation closer to home.

I'm sure you know all of the benefits that this new bus route would bring to our community.... The ability for young teens to go into town without needing a ride, the ability for the elderly to get into town when they are no longer able to drive themselves and the ability for working families to get into town if their transportation breaks down.

Many of our residents are also Eco-minded. They genuinely want to do something to reduce their carbon footprint but biking to work from our isolated community seems just too big a commitment for them.

I implore you to consider us as you work on creating the WTA's new Transit Development Plan and help bring our community out of isolation. Our residents would greatly appreciate it.

Sincerely,
Jenny Donovan

From: Jenwu <jenwu@comcast.net>
Sent: Wednesday, July 20, 2022 5:16 PM
To: Tim Wilder <Timw@ridewta.com>
Subject: [EXTERNAL] Sandypoint Transit Development

Hi Tim,

Your contact was shared with me by the community of Sandypoint. I would like to take this opportunity by asking you to help initiate and implement public transportation for our community in Sandypoint.

I have lived there for the last 12 years. I have 3 kids and all grew up in Sandypoint without any kind of transportation other than my husband and myself. We thought it was normal. But with the help of your administration, I can see a brighter future for other families with young children.

We also plan to retire there and with that, I know sooner or later, we will need access to public transportation as we get older. This is an excellent time to start thinking about this. I am excited to hear that this will be one of your meeting topics tomorrow morning. Your support and advocacy is much appreciated. Thank you in advance.

Thanks
Jennie Wu
4418 Sucia Drive

From: Dale Robinson <mrs.robinson@heres-to-you.com>
Sent: Wednesday, July 20, 2022 6:04 PM
To: Tim Wilder <Timw@ridewta.com>
Subject: [EXTERNAL] Adding Lake Terrell at Slater for additional stop

I hope this gets to you in time for tomorrow's hearing.

I'm retired and would love to have an option to take a bus from my Sandy Point community to Ferndale and Bellingham.

I was a regular transit rider while living in our former home in Kenmore, Washington, and would love to let someone else do the driving!

I hope you'll consider our Sandy Point Shores and Sandy Point Heights neighborhoods when you plan any expansion to the current system.

Thank you for your consideration.

Dale Robinson

From: SJ Newton <sjnewton5421@gmail.com>
Sent: Thursday, July 21, 2022 7:39 AM
To: Tim Wilder <Timw@ridewta.com>
Subject: [EXTERNAL] Transit route to Sandy Point Community

My name is Sandra Newton and I own property in Sandy Point Heights in Ferndale. I am writing to you today to ask that Slater Road, and Lake Terrell, be added to WTA's bus route.

This area is part of the Sandy Point Improvement Company which has over 800 residents/shareholders. During recent years this community has developed into a mix of families and retirees both of which would benefit from public transportation closer to home.

I'm sure you know all of the benefits that this new bus route would bring to our community.... The ability for young teens to go into town without needing a ride, the ability for the elderly to get into town when they are no longer able to drive themselves and the ability for working families to get into town when they are financially unable to own reliable transportation.

Many of our residents are also Eco-minded. They genuinely want to do something to reduce their carbon footprint but biking to work from our isolated community can be dangerous as Slater Road and Lake Terrell Road are not wide enough for safe pedestrian/bicycle access.

I implore you to consider us as you work on creating the WTA's new Transit Development Plan and help bring our community out of isolation. Our residents would greatly appreciate it.

Thank you..
Sandra NEwton

Received after the Public Hearing:

Sent: Thursday, July 21, 2022 8:57 AM
To: Tim Wilder <Timw@ridewta.com>
Subject: Public Comment

"I missed the part of the meeting that talked about suggested routes. I'd like to see a connector between Everson and Bellingham, via Everson Goshen Rd. using mt baker highway to Cordata, or Smith rd to Guide to Cordata... Thanks!" Kevin

C.2 Consideration of Approval of the Transportation Development Plan (TDP)

MOTION BY KORTHUIS, SECONDED BY HAWKINSON THAT THE BOARD OF DIRECTORS APPROVE THE TRANSIT DEVELOPMENT PLAN (TDP) 2022-2027.

Board member Korthuis expressed concern about spending exceeding revenue, but stated his certainty that WTA would make course corrections along the way.

Board member Sidhu reported that he has been in communication with residents of Pt. Roberts and will be there again early next month. He said he previously proposed that we let them use a vanpool van. They would supply the driver and the County would subsidize the fuel costs. He said they have not been able to come to consensus on how to run this. He said we have tried several ways to serve them, but it's difficult. He said there is no solution yet, but he is still communicating with them.

Motion passed by unanimous consent.

D. CITIZEN COMMUNICATIONS

None

E. CLOSED SESSION

E.1 Collective Bargaining Update [Closed Session – RCW 42.30.140(4)(b)]

Chairman Lilliquist announced a Closed Session for a collective bargaining update based on RCW 42.30.140(4)(b). He stated the expected duration is 20 minutes with no action expected afterward.

The meeting was recessed by Chairman Lilliquist into Closed Session at 8:24 a.m. After a ten-minute extension, Chairman Lilliquist reconvened the meeting into Open Session at 8:54 a.m.

F. BOARD ACTION

F.1 Consideration of Approval of Amended Bylaws and Meeting Schedule to Remove the Executive Committee Structure (Resolution No. 336-22 and 337-22)

Recommendation:

Motion 1: That the Board of Directors approve Resolution No. 336-22 to amend the WTA By Laws to remove the Executive Committee structure and hold two Board meetings per month instead.

Motion 2 (if the Board approves holding two Board meetings per month): That, the Board of Directors approve Resolution No. 337-22 setting the amended meeting schedule.

Chairman Lilliquist introduced this item and General Manager Reardanz gave an overview and answered questions.

Board members Fleetwood and Sidhu expressed that they hoped the meetings could be kept to one hour each if holding two Board meetings per month.

MOTION BY LAUTENBACH, SECONDED BY WILLIAMS THAT THE BOARD OF DIRECTORS APPROVE RESOLUTION NO. 336-22 TO AMEND THE WTA BY LAWS TO REMOVE THE EXECUTIVE COMMITTEE STRUCTURE AND HOLD TWO BOARD MEETINGS PER MONTH INSTEAD.

Chairman Lilliquist requested a roll call vote.

The motion passed unanimously (7 – 0) as follows:

Fleetwood – Yes

Hawkinson – Yes

Korthuis – Yes

Lautenbach – Yes

Lilliquist – Yes

Sidhu – Yes

Williams – Yes

MOTION BY KORTHUIS, SECONDED BY LAUTENBACH TO APPROVE RESOLUTION NO. 337-22 ADOPTING THE AMENDED MEETING SCHEDULE.

Board member Sidhu suggested that beginning in January we move the two Board meetings two weeks apart. Chairman Lilliquist confirmed that is staff's recommendation as well. Executive Sidhu also suggested no Board meetings in August.

The motion passed by unanimous consent.

F.2 Consideration of Approval of an Interlocal Agreement for a Student Bus Pass Program with Whatcom Community College

Recommendation: That the Board of Directors approve a one (1) year Interlocal Agreement with Whatcom Community College (WCC) for WTA to provide WCC with Student Bus Passes enabling students to access all of WTA's service at a reduced fare and authorize the General Manager to execute any optioned extensions without further Board Approval.

Revenue Manager Tami Coleman gave an overview of this item.

MOTION BY HAWKINSON, SECONDED BY SIDHU THAT THE BOARD OF DIRECTORS APPROVE A ONE YEAR INTERLOCAL AGREEMENT WITH WHATCOM COMMUNITY COLLEGE (WCC) FOR WTA TO PROVIDE WCC WITH STUDENT BUS PASSES ENABLING STUDENTS TO ACCESS ALL OF WTA'S SERVICE AT A REDUCED FARE AND AUTHORIZE THE GENERAL

MANAGER TO EXECUTE ANY OPTIONED EXTENSIONS WITHOUT FURTHER BOARD APPROVAL.

The motion was approved by unanimous consent.

F.3 Consideration of Approval to Enter into an Agreement with Burton Construction of Renton, WA for Job Order Contracting

Recommendation: That the Board of Directors approve WTA to enter into a Job Order Contracting Agreement with Burton Construction of Renton, Washington for up to \$500,000 through April 16, 2024.

Magan Waltari, Procurement and Contract Manager, gave an overview of this item.

Board member Sidhu asked if we could see, in the future if not now, whether someone local could do the work for the same price. Ms. Waltari said 70% of the work is done by subcontractors and most times they are local. She said we could also look at going out to bid for a Job Order Contract (JOC) for WTA instead of piggybacking off the Port of Everett JOC.

Mr. Reardanz stated that this Job Order Contract is a pilot to see how useful it is. He said if it is very useful, WTA could create one of their own or perhaps the City or County could do an amendment to allow WTA to piggyback on theirs.

The recommendation was approved by unanimous consent.

F.4 Consideration of Contract for Installation of Electric Bus Chargers at Midway Lot

Recommendation: That the Board of Directors authorize the General Manager to approve a contract with Burton Construction, Inc. of Renton, WA for the installation of four (4) electric bus chargers at the Midway lot for \$157,726.72 and to authorize the General Manager to execute any potential change orders without the need for further Board approval, provided the change orders do not exceed the General Managers approval authority of \$150,000 and are within budget.

Mike Bozzo, Fleet and Facilities Director, gave an overview of this item.

MOTION BY KORTHUIS, SECONDED BY HAWKINSON THAT THE BOARD OF DIRECTORS AUTHORIZE THE GENERAL MANAGER TO APPROVE A CONTRACT WITH BURTON CONSTRUCTION, INC. OF RENTON, WA FOR THE INSTALLATION OF FOUR (4) ELECTRIC BUS CHARGERS AT THE MIDWAY LOT FOR \$157,726.72 AND TO AUTHORIZE THE GENERAL MANAGER TO EXECUTE ANY POTENTIAL CHANGE ORDERS WITHOUT THE NEED FOR FURTHER BOARD APPROVAL, PROVIDED THE CHANGE

ORDERS DO NOT EXCEED THE GENERAL MANAGERS APPROVAL AUTHORITY OF \$150,000 AND ARE WITHIN BUDGET.

The motion was approved by unanimous consent.

G. BOARD ACTION – CONSENT AGENDA

G.1 Consideration of Approval of Minutes – June 16, 2022 Board Meeting

G.2 Consideration of Approval of June 1 – 30, 2022 Expenditures

Recommendation: The Executive Committee met on July 14, 2022 and recommended that the Board of Directors approve the June 1-30, 2022 payable and payroll expenditures.

G.3 Consideration of Setting a Public Hearing on Title VI Plan

Recommendation: The Executive Committee met on July 14, 2022 and recommended that the Board of Directors set a Public Hearing at the September 15, 2022 Board Meeting to receive public comment on the 2022 Title VI Report.

MOTION BY FLEETWOOD, SECONDED BY KORTHUIS THAT THE BOARD OF DIRECTORS APPROVE THE CONSENT AGENDA INCLUDING:

- APPROVAL OF THE JUNE 16, 2022 BOARD MEETING MINUTES
- APPROVAL OF THE JUNE 1-30, 2022 EXPENDITURES
- APPROVAL OF SETTING A PUBLIC HEARING ON THE TITLE VI PLAN AT THE SEPTEMBER 15, 2022 BOARD MEETING.

The motion was approved by unanimous consent.

H. REPORTS TO BOARD

H.1 General Manager’s Report

Les Reardanz, General Manager reported:

August Board Meeting

There will only be one Board meeting in August on August 18th. (Mayor Fleetwood stated he will not be able to attend on August 18th.)

Emergency Repair

Mr. Reardanz authorized an emergency repair on the overhead door on the bus wash bay. The total cost was under \$500.

Free Fare during the Fair

The Northwest Washington Fair will take place August 11th – 20th. WTA will operate fare free for the duration of the Fair.

Additional Funding from WSDOT

WTA received another \$50,000 from WSDOT for our Zero Emission Fleet Transition Plan which will allow us to expand the scope and have some additional deliverables.

Security

Security remains a concern. There was damage at WTA's Fred Meyer stop at Lakeway recently. The Expeditor booth at Cordata Station was vandalized yesterday. The restrooms at Bellingham Station remain closed. WTA, the contractor, and Whatcom County Health met this week to go over the remediation plan. We are talking with staff to come up with ideas to mitigate security issues.

New Operators in Training

A class of nine new Transit Operators started their training on Monday, July 18th.

H.2 Update on Interlocal for Countywide Radio System

Josh Nylander, IT Director, stated that over a year ago, WTA joined a joint resolution with the City of Bellingham and the County for a countywide radio system. As an update on the progress, he reported that the three agencies have been meeting regularly to develop a plan on how the system could be created, funded, and operated. He said we are nearing a final draft of an Interlocal Agreement for a partnership on a jointly owned and operated radio system. The next step is to develop a financial and budgetary plan. Each of the agencies will use this plan in preparing their 2023 budgets. Our goal is to share additional information over the next six months, including the financials, the elements of the Interlocal Agreement, and subscriber agreements. The planned timeline is for each agency to approve the financials in their 2023 budgets in November or December and for the joint Interlocal Agreement to be presented in January 2023 for approval.

Mr. Nylander answered Board member questions.

H.3 Monthly Mission Statement Bullet Update – After Action

Les Reardanz, General Manager, stated that staff have been providing monthly updates regarding WTA's efforts in support of each bullet of our mission statement. Mr. Reardanz asked if the Board finds these updates useful and if they would like staff to continue the updates.

Chairman Lilliquist stated he thought the updates were positive but they seemed rushed since our meeting schedule didn't allow enough time for it.

Mr. Reardanz stated staff will continue these updates and build time into the agenda for them.

I. OTHER BUSINESS

None

J. ANNOUNCEMENTS

None

K. ADJOURN

The meeting was adjourned by Chairman Lilliquist at 9:36 a.m.

**WHATCOM TRANSPORTATION AUTHORITY
WHATCOM COUNTY, WASHINGTON**

**MICHAEL LILLIQUIST
CHAIRPERSON**

**VICKI G. ESSER
CLERK OF THE BOARD**

MEMORANDUM

TO: Chairperson and Members of the Board of Directors

FROM: Shonda Shipman, Finance Director

DATE: August 18, 2022

SUBJECT: Consideration of July 1-15, 2022 Expenditure Report

RECOMMENDATION

It is recommended that the Board of Directors approve the July 1-15, 2022 payable and payroll expenditures as follows:

Check numbers 089407 – 089491 in the amount of \$937,608.73

Total Accounts Payable **\$937,608.73**

Electronic Transfers

AFLAC	Insurance Benefits	\$ 258.01
ATU 843	Union Employee Dues	\$ 8,915.54
Colonial Insurance	Insurance Benefit	\$ 586.62
HSA Bank	Health Savings Account	\$ 652.00
Internal Revenue Service	Payroll Taxes	\$210,828.88
Dept. of Retirement Systems	PERS & Deferred Comp.	\$200,964.79
Trustmark Voluntary Benefit	Insurance Benefit	\$ 30.92
Vantagepoint Transfer Agents	Retirement Health Benefit	\$ 2,226.62
Office of Support Enforcement	Garnishment	\$ 823.40
Wells Fargo Bank	PCard Purchases-June 2022	<u>\$ 63,850.86</u>

Total Electronic Transfers **\$489,137.64**

Payroll – July 8, 2022

Checks 5015 - 5020	\$ 8,967.01
Direct Deposits	<u>\$586,728.88</u>

Total Payroll **\$ 595,695.89**

Grand Total **\$2,022,442.26**

TO: Les Reardanz, General Manager
 FROM: Shonda Shipman, Director of Finance
 SUBJECT: Expenditures - July 1 -15, 2022
 DATE: July 18, 2022

Check No	Date	Vendor Name	Comment	Amount
089407	7/7/2022	AMERICAN PUBLIC TRANSPORT. ASSOC.	APTATech Conference-A. Mosley	795.00
089408	7/7/2022	AMERICAN PUBLIC TRANSPORT. ASSOC.	APTATech Conference-D. Salters	795.00
089409	7/7/2022	AMERICAN PUBLIC TRANSPORT. ASSOC.	Membership Dues 07/22-06/23	35,500.00
089410	7/7/2022	AWC EMPLOYEE BENEFIT TRUST	July 22/Cobra - MB	2,639.12
089411	7/7/2022	AWC EMPLOYEE BENEFIT TRUST	July22-Medical/Dental/Vision/Insurance	433,049.06
089412	7/7/2022	A.T.U. - C.O.P.E.	Employee Donations	95.85
089413	7/7/2022	BAY TROPHIES	Memorial Plaques/Nametags	700.89
089414	7/7/2022	BELLINGHAM AUTO PARTS	Misc. Parts	160.65
089415	7/7/2022	BELLINGHAM FORD LINCOLN, INC.	Misc. Parts	201.53
089416	7/7/2022	JEFF BENSON	Ice - Heat Event	28.07
089417	7/7/2022	BIO BUG	FTC - General Preventative	97.92
089418	7/7/2022	CASCADE NATURAL GAS	Bakerview Lot	23.93
089419	7/7/2022	CASCADE NATURAL GAS	Bakerview Spur	975.77
089420	7/7/2022	CASCADE NATURAL GAS	Bakerview Spur (2)	118.79
089421	7/7/2022	CHAPTER 13 TRUSTEE	Garnishment	300.00
089422	7/7/2022	DANIEL CHAPPELL	CDL Medical Certificate	151.00
089423	7/7/2022	CITY OF BELLINGHAM	Water, Sewer, Storm Water (BTS)	716.33
089424	7/7/2022	CREATIVE BUS SALES, INC.	Misc. Parts	1,505.55
089425	7/7/2022	CUMMINS INC.	Misc. Parts	5,317.48
089426	7/7/2022	EXPRESS EMPLOYMENT PROFESS.	Dispatcher Recruitment Testing	350.00
089427	7/7/2022	CITY OF FERNDALE	Water, Sewer, Storm Water	1,800.03
089428	7/7/2022	GENFARE	Misc. Parts	622.96
089429	7/7/2022	INDUSTRIAL SUPPLY	Misc. Supplies	435.30
089430	7/7/2022	KAEKA GROUP, INC.	BTS Security - June 2022	6,512.00
089431	7/7/2022	LITHTEX NW	(400) Para Riders Guide 06/22	996.60
089432	7/7/2022	NAVIA BENEFIT SOLUTIONS	Employee Contributions/Participant	5,812.90
089433	7/7/2022	NEWARK ELEMENT14	Misc. Parts	16.33
089434	7/7/2022	THE AFTERMARKET PARTS CO.	Misc. Parts	847.45
089435	7/7/2022	NEWEGG, INC.	Computer Parts & Components	524.77
089436	7/7/2022	O'REILLY AUTO PARTS	Misc. Parts	19.54
089437	7/7/2022	PACIFIC POWER BATTERIES	Misc. Parts	88.13
089438	7/7/2022	PACIFIC MOBILE, INC.	Jul/22 - IT Office/Wellness Ctr.	3,076.61
089439	7/7/2022	PROSCAPES, INC.	Monthly Maintenance June/22	3,959.88
089440	7/7/2022	RDS, INC.	June 2022 Disposal Fees	47.90
089441	7/7/2022	SAFETY-KLEEN SYSTEMS, INC.	Washer Solvent	456.92
089442	7/7/2022	SIX ROBBLEES INC.	Misc. Supplies	124.11
089443	7/7/2022	SNAP-ON INDUSTRIAL	Tools & Misc. Tool Repairs	18.17
089444	7/7/2022	SUMMIT LAW GROUP PLLC	Labor Law Consulting Fees	8,464.88
089445	7/7/2022	TRANSPO GROUP USA, INC.	T/O #3 - Contract Management	1,146.25
089446	7/7/2022	UNITED PARCEL SERVICE INC	Shipping Service	630.77
089447	7/7/2022	UNITED PAINT SPECIALTY	Paint & Auto Body Supplies	110.56
089448	7/7/2022	UNITED WAY OF WHATCOM COUNTY	Employee Donations	553.67
089449	7/7/2022	KAMAN FLUID POWER, LLC	Misc. Supplies	162.34
089450	7/7/2022	CHS, INC.	Ethanol Free - Gasoline	70.03
089451	7/7/2022	IAN WHITSON	Advance Travel – Spokane, WA	515.00
089452	7/8/2022	DEPARTMENT OF RETIREMENT SYSTEMS	PERS & Deferred Comp	176,193.72
089454	7/14/2022	ADVANTAGE BUILDING SERVICES	June/22 - Janitorial	15,263.67

089455	7/14/2022	ANIMALS AS NATURAL THERAPY	(3) Mobile ANT Visits	525.00
089456	7/14/2022	ASSOCIATED PETROLEUM PROD.	Diesel & Regular Gas - March/22	161,894.62
089457	7/14/2022	SECURETRANS, INC.	Armored Car - BTS/Moab	881.20
089458	7/14/2022	GEOFF BEAUMONT	Refund - Rodeo Banquet	45.00
089459	7/14/2022	THE MCCLATCHY COMPANY, LLC	Legal Ads	212.00
089460	7/14/2022	GALLS, LLC	Employee Uniforms	742.47
089461	7/14/2022	CASCADE RADIO GROUP	Recruitment Ads - Fleet Tech.	4,045.00
089462	7/14/2022	CITY OF BELLINGHAM	Water/Sewer/Storm - (Bakr/MB/Mid)	6,881.21
089463	7/14/2022	COMPREHENSIVE RISK MGT, INC.	Legal Invoice 1730	2,229.84
089464	7/14/2022	DELERROK, INC.	June 2022 - UMO Transactions	7,551.40
089465	7/14/2022	FASTENAL COMPANY	Misc. Supplies	41.73
089466	7/14/2022	FERRELLGAS, LP	Propane for Paratransit Vehicles	8,543.72
089467	7/14/2022	KAREN FOX	CDL - Reimbursement	136.00
089468	7/14/2022	GCR TIRES & SERVICE	Tires & Misc. Tire Repairs	2,993.65
089469	7/14/2022	GILLIG LLC	Misc. Parts	8,249.37
089470	7/14/2022	HEALTH PROMOTION NETWORK	EAP - June 2022	751.40
089471	7/14/2022	HOME DEPOT CREDIT SERVICES	WTA - Credit Account - June/22	1,015.46
089472	7/14/2022	CITY OF LYNDEN	Water, Sewer, Storm Water Fees	754.59
089473	7/14/2022	MUNCIE TRANSIT SUPPLY	Misc. Supplies	388.37
089474	7/14/2022	NOOKSACK VALLEY DISPOSAL	Dumpster Rental	225.06
089475	7/14/2022	PINNACLE INVESTIGATIONS CORP.	Employee Background Checks	41.50
089476	7/14/2022	PUGET SOUND ENERGY	Cordata Station	445.50
089477	7/14/2022	PUGET SOUND ENERGY	Ferndale Station	216.10
089478	7/14/2022	PUGET SOUND ENERGY	Lynden Station	493.20
089479	7/14/2022	RECARO NORTH AMERICA INC.	Misc. Parts	92.70
089480	7/14/2022	REISNER DISTRIBUTOR, INC.	Oil & Lubes	1,858.04
089481	7/14/2022	SANITARY SERVICE	Solid Waste Disposal (5 Locs)	2,561.14
089482	7/14/2022	SARATOGA COMMERC. REAL EST, INC.	July - Management Fees	500.00
089483	7/14/2022	STERICYCLE, INC.	BIO Hazard Disposal Fees	32.38
089484	7/14/2022	SUNSET CAR WASH, INC.	Feb/Apr/Jun 2022 - Washes	53.97
089485	7/14/2022	DIANA TEWS	Uniform Clothing - Reimbursement	95.64
089486	7/14/2022	THERMAL SUPPLY	Misc. Supplies	1,723.39
089487	7/14/2022	KARA TURNER	Marketing Manager - Select/Ads	3,200.00
089488	7/14/2022	UNITED PARCEL SERVICE INC	Shipping Service	135.65
089489	7/14/2022	VAN NESS FELDMAN, LLP	Fed. Transp. Funding/Visit	5,000.00
089490	7/14/2022	WCOA SENIOR NUTRITION PROGRAM	Senior Day Park Sponsor	1,000.00
089491	7/14/2022	WASHINGTON STATE TRANSIT ASSOC.	FOLC - June/22 - S. Shipman	60.00
				937,608.73

ELECTRONIC TRANSFERS

AFLAC	Insurance Benefit	258.01
AMALGAMATED TRANSIT UNION 843	Union Dues	8,915.54
COLONIAL INSURANCE COMPANY	Insurance Benefit	586.62
HSA BANK	Health Savings Account	652.00
INTERNAL REVENUE SERVICE	Payroll Taxes Paid	210,828.88
DEPARTMENT OF RETIREMENT SYS	PERS & Deferred Comp	200,964.79
TRUSTMARK VOLUNTARY BENEFIT	Insurance Benefit	30.92
VANTAGEPOINT TRANSFER AGENTS	Retirement Health Benefit	2,226.62
OFFICE OF SUPPORT ENFORCEMENT	Garnishment	823.40
WELLS FARGO BANK, N.A.	June 2022 - PCard Purchases	63,850.86
		489,137.64

PAYROLL - JULY 8, 2022

CHECKS	5015 - 5020	8,967.01
DIRECT DEPOSIT		<u>586,728.88</u>
		<u>595,695.89</u>
	REPORT TOTAL	<u><u>2,022,442.26</u></u>

MEMORANDUM

TO: Chairperson and Members of the Board of Directors
FROM: Shonda Shipman, Finance Director
DATE: August 18, 2022
SUBJECT: Consideration of July 16-31, 2022 Expenditure Report

RECOMMENDATION

It is recommended that the Board of Directors approve the July 16-31, 2022 payable and payroll expenditures as follows:

Check numbers 089492 – 089600 in the amount of \$211,797.79

Total Accounts Payable	\$211,797.79
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Electronic Transfers

AFLAC	Insurance Benefits	\$ 237.73
ATU 843	Union Employee Dues	\$ 8,874.10
Colonial Insurance Company	Insurance Benefit	\$ 586.62
HSA Bank	Health Savings Account	\$ 652.00
Internal Revenue Service	Payroll Taxes	\$456,596.44
Dept. of Retirement Systems	PERS & Deferred Comp.	\$301,498.39
Trustmark Voluntary Benefit	Insurance Benefit	\$ 30.92
Vantagepoint Transfer Agents	Retirement Health Benefit	\$ 3,268.66
Office of Support Enforcement	Garnishment	\$ 823.40
WA Dept. of Revenue	Use Tax Paid-June 2022	<u>\$ 3,931.30</u>

Total Electronic Transfers	\$776,499.56
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Payroll – July 25, 2022

Checks 5021 - 5027	\$ 14,065.35
Direct Deposits	<u>\$1,089,748.17</u>

Total Payroll	<u>\$1,103,813.52</u>
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Grand Total	<u>\$2,092,110.87</u>
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TO: Les Reardanz, General Manager
 FROM: Shonda Shipman, Director of Finance
 SUBJECT: Expenditures, July 16 - 31, 2022
 DATE: August 1, 2022

Check No	Date	Vendor Name	Comment	Amount
089492	7/21/2022	ALPINE PRODUCTS INC.	Traffic Paint	2,148.13
089493	7/21/2022	AON CONSULTING, INC.	June 2022 - HR Consulting	2,500.00
089494	7/21/2022	ARCHBRIGHT	2022 Annual Dues - J. Franks	1,640.00
089495	7/21/2022	ASSOCIATED PETROLEUM PROD.	Regular Gasoline - June Vanpool	1,328.25
089496	7/21/2022	ASSOC. SERVICES OF WASHINGTON	Add 'l Mozzo User - J. Franks	440.64
089497	7/21/2022	BALDI MT HOLDINGS LLC	(2) Repeaters - Lease	600.00
089498	7/21/2022	BAY TROPHIES	(4) Name Badges	59.18
089499	7/21/2022	THE MCCLATCHY COMPANY, LLC	Legal Ads	240.00
089500	7/21/2022	GALLS, LLC	Employee Uniforms	1,468.85
089501	7/21/2022	BRIDGEVIEW AUTO PARTS	Misc. Parts	118.66
089502	7/21/2022	CASCADE NATURAL GAS	Cordata Station	13.83
089503	7/21/2022	CDW GOVERNMENT	AXIS Kit	584.52
089504	7/21/2022	CDW GOVERNMENT	MS Azure Overage	9,917.48
089505	7/21/2022	CENTRAL WELDING SUPPLY INC	Welding Gas & Supplies	57.88
089506	7/21/2022	CI SECURITY	IT Penetration Testing Services	8,700.00
089507	7/21/2022	CITY OF BELLINGHAM	Water, Sewer, Stormwater Fees (CTS)	941.14
089508	7/21/2022	COMMERCIAL FILTER SALES	Misc. Parts	460.76
089509	7/21/2022	CUMMINS INC.	Misc. Parts	8,287.69
089510	7/21/2022	CURVED GLASS DISTRIBUTORS	Misc. Parts	1,740.00
089511	7/21/2022	EMPIRE TELEPHONE, LLC	Q3/22 - Payphones (3) Locs	652.80
089512	7/21/2022	ENVIRONMENTAL PEST CONTROL	Exterior Spray - (MB)	84.86
089513	7/21/2022	EXPRESS EMPLOYMENT PROFESS.	Temporary Help	743.13
089514	7/21/2022	FERRELLGAS, LP	Propane Fuel - Paratransit Vehicles	5,282.15
089515	7/21/2022	GILLIG LLC	Misc. Parts	2,921.85
089516	7/21/2022	JULIE DeFOER	Graphic Design/Guide Updating	1,286.25
089517	7/21/2022	GRAINGER INC	Misc. Supplies	183.55
089518	7/21/2022	HARDWARE SALES	Misc. Supplies	592.26
089519	7/21/2022	I/O CONTROLS CORPORATION	Misc. Parts	581.30
089520	7/21/2022	LIFT U INC.	Misc. Parts	805.39
089521	7/21/2022	LODESTONE SECURITY, LLC	WTA - Portion Inv.#1795	5,000.00
089522	7/21/2022	LUMINATOR TECHN. GROUP, INC.	Cameras & Surveillance Equipment	3,422.56
089523	7/21/2022	MOHAWK MFG & SUPPLY CO.	Misc. Supplies	534.14
089524	7/21/2022	BRUCE MONTEGANI	CDL Medical Certificate	92.00
089525	7/21/2022	MOTION INDUSTRIES INC	Misc. Supplies	37.91
089526	7/21/2022	MT CONSTITUTION SITES, INC.	July 2022 - Repeater Lease	1,125.00
089527	7/21/2022	NATIONAL SAFETY, INC.	Safety Equipment & Supplies	231.09
089528	7/21/2022	NAVIA BENEFIT SOLUTIONS	Employee Contributions	5,378.60
089529	7/21/2022	OVERHEAD DOOR	Parts & Repairs	73.05
089530	7/21/2022	PAPE KENWORTH	Misc. Parts	296.76
089531	7/21/2022	PERSONNEL DATA SYSTEMS, INC.	Vista Annual Maint. - 7/30/22-7/30/23	1,218.56
089532	7/21/2022	PUGET SOUND ENERGY	Bakerview Lot	54.49
089533	7/21/2022	PUGET SOUND ENERGY	Bellingham Station	1,480.66
089534	7/21/2022	PUGET SOUND ENERGY	Bakerview Spur	9,741.34
089535	7/21/2022	PUGET SOUND ENERGY	Midway Lot	998.62

089536	7/21/2022	QUADIENT LEASING USA, INC.	Q-3/22 - Postage Meter Lease	519.37
089537	7/21/2022	RAIRDON'S	Misc. Parts	99.23
089538	7/21/2022	MICHELLE RHONE	CDL Medical Certificate	151.00
089539	7/21/2022	COLTEN RIDGELY	Advance Travel - Elk Grove, IL	234.25
089540	7/21/2022	ROMAINE ELECTRIC CORP	Misc. Parts	430.58
089541	7/21/2022	S & H AUTOPARTS, INC.	Misc. Parts	111.06
089542	7/21/2022	SEATTLE AUTOMOTIVE DISTR INC.	Misc. Parts	330.77
089543	7/21/2022	SECURITY SOLUTIONS NORTHWEST	BTS Alarm Monitoring	114.24
089544	7/21/2022	GENE SWAGGER	CDL Medical Certificate	92.00
089545	7/21/2022	ZERINA THOMPSON	CDL Medical Certificate	151.00
089546	7/21/2022	VERIZON CONNECT NWF INC.	Monthly Data Service - June/22	206.72
089547	7/21/2022	IAN WHITSON	Backflow Course/Test - Spokane, WA	468.76
089548	7/21/2022	WIZTRONICS INC.	Monthly Digital Service	2,197.76
089549	7/21/2022	WASHINGTON STATE TRANSIT ASSOC.	Q2/22 Board Mtg. - L. Reardanz	140.00
089550	7/21/2022	WASHINGTON STATE TRANSIT ASSOC.	WSTA Full Conference - A. Bowler	450.00
089551	7/21/2022	ZERVAS GROUP ARCHITECTS INC.	(3) Expansion Design - MOAB	16,267.50
089552	7/21/2022	MICHELE ZLOTEK	SHRM - Annual Dues - Zlotek	229.00
089553	7/28/2022	AT&T MOBILITY-CC	June/22 - Monthly Data Service	6,501.38
089554	7/28/2022	A.T.U. - C.O.P.E.	Employee Donations	95.85
089555	7/28/2022	SECURETRANS, INC.	Armored Car BTS/MOAB	889.69
089556	7/28/2022	BARRETT TRANSMISSION SPEC.	Transmission Overhaul - #743	4,569.60
089557	7/28/2022	BAY CITY SUPPLY	Cleaning Supplies & Paper Goods	2,054.08
089558	7/28/2022	BELLINGHAM FORD LINCOLN, INC.	Misc. Parts	654.42
089559	7/28/2022	BIO BUG	Spray Ants - Lynden Station	103.36
089560	7/28/2022	GALLS, LLC	Employee Uniforms	1,422.04
089561	7/28/2022	BRAKE AND CLUTCH SUPPLY	Misc. Parts	2,083.51
089562	7/28/2022	BROWNLIE WOLF & LEE, LLP	Procurement/General Business Legal	2,297.00
089563	7/28/2022	CASCADE NATURAL GAS	Lynden Station	183.75
089564	7/28/2022	CHAPTER 13 TRUSTEE	Garnishment	300.00
089565	7/28/2022	CINTAS CORPORATION	Laundry Services	1,260.08
089566	7/28/2022	CONTACT WIRELESS, LLC	Tower Lease - Oct.2021 - Aug.2022	6,600.00
089567	7/28/2022	DAY MANAGEMENT CORPORATION	Sumas Site Lease	1,010.00
089568	7/28/2022	EXPRESS EMPLOYMENT PROFESS.	Temporary Help	580.00
089569	7/28/2022	FIRSTLINE COMMUNICATIONS INC	(2) Bluetooth Handset/IP Phone	645.73
089570	7/28/2022	GATEWAY LANGUAGES LLC	Translation Printing Services	70.00
089571	7/28/2022	KPFF, INC.	T/O 4 & 5 - Moab 2nd Floor	2,445.73
089572	7/28/2022	KPFF, INC.	W/O #10 - ECO Bay Lift	5,523.48
089573	7/28/2022	KPFF, INC.	W/O #9 - CTS Electric Charging	1,395.90
089574	7/28/2022	KPFF, INC.	W/O #5 - Support Services	409.88
089575	7/28/2022	KULSHAN VOCATIONAL SERVICES	June 2022 - Vehicle Cleaning	12,219.95
089576	7/28/2022	LYNNE LOHR	Reimburse Poster	25.00
089577	7/28/2022	LOOKOUT MT HOLDINGS LLC	Repeater Lease - Oct.2021 - Jul.2022	16,000.00
089578	7/28/2022	LOWE'S BUSINESS ACCOUNT	WTA - Credit Account	479.38
089579	7/28/2022	LUCID CONSULTING, LLC	Sage/AP Issue	200.00
089580	7/28/2022	MB GREEN, INDOOR GREENERY, INC.	June 2022 - Plant Care	195.84
089581	7/28/2022	KEITH MORRIS	CDL Medical Certificate	151.00
089582	7/28/2022	MT. BAKER AUTO GLASS	Windshields & Misc. Glass Repair	1,057.54
089583	7/28/2022	NEWEGG, INC.	Computer Parts & Components	240.85
089584	7/28/2022	NEW PIG	Misc. Supplies	725.71
089586	7/28/2022	PERSONNEL DATA SYSTEMS, INC.	June 2022 - Vista SaaS	274.18
089587	7/28/2022	REISNER DISTRIBUTOR, INC.	Oil & Lubes	3,480.30

089588	7/28/2022	S & H AUTOPARTS, INC.	Misc. Parts	136.08
089589	7/28/2022	SCHINDLER ELEVATOR CORP.	(2) Site Elevator Maintenance/Certification	1,771.56
089590	7/28/2022	HARBANS SINGH	CDL Medical Certificate	151.00
089591	7/28/2022	SQUALICUM MT HOLDINGS LLC	Repeater Lease - Oct.2021 - Jul.2022	16,000.00
089592	7/28/2022	JOHNATHAN TAYLOR	CDL Renewal Reimbursement	102.00
089593	7/28/2022	BELLINGHAM AUTO MGMNT., INC.	Misc. Parts	129.60
089594	7/28/2022	UNITED WAY OF WHATCOM COUNTY	Employee Donations	553.67
089595	7/28/2022	WFOA	S. Shipman - Membership	75.00
089596	7/28/2022	WICKED WILLIES INC.	Locate Service	80.00
089597	7/28/2022	WA STATE AUDITOR	WTA - 2021 Audit	928.00
089598	7/28/2022	EMPLOYMENT SECURITY DEPT.	Q2 - 2022 EI Benefits	4,808.00
089599	7/28/2022	WASHINGTON STATE TRANSIT ASSOC.	HR Committee - Zlotek/Holden	120.00
089600	7/28/2022	ZERVAS GROUP ARCHITECTS INC.	Schematic Design/Bidding Services	4,539.08
				211,797.79
				211,797.79

ELECTRONIC TRANSFERS

AFLAC	Insurance Benefit	237.73
AMALGAMATED TRANSIT UNION 843	Union Dues	8,874.10
COLONIAL INSURANCE COMPANY	Insurance Benefit	586.62
HSA BANK	Health Savings Account	652.00
INTERNAL REVENUE SERVICE	Payroll Taxes	456,596.44
DEPARTMENT OF RETIREMENT SYS	PERS & Deferred Comp	301,498.39
TRUSTMARK VOLUNTARY BENEFIT	Insurance Benefit	30.92
VANTAGEPOINT TRANSFER AGENTS	Retirement Health Benefit	3,268.66
OFFICE OF SUPPORT ENFORCEMENT	Garnishment	823.40
STATE OF WA. DEPT. OF REVENUE	June 2022 - Use Tax Paid	3,931.30
		776,499.56
		776,499.56

PAYROLL - July 25, 2022

CHECKS	5021 - 5027	14,065.35
DIRECT DEPOSIT		1,089,748.17
		1,103,813.52
		1,103,813.52
REPORT TOTAL		2,092,110.87

MEMORANDUM

TO: Chairperson and Members of the Board of Directors

FROM: Shonda L. Shipman, Finance Director
Les Reardanz, General Manager

DATE: August 18, 2022

SUBJECT: Presentation of the 2nd Quarter 2022 Financial Information and Ratios

DISCUSSION

The following ratios are utilized by the State Auditor’s office to assess financial stability and are calculated annually by the auditors based on data submitted by WTA.

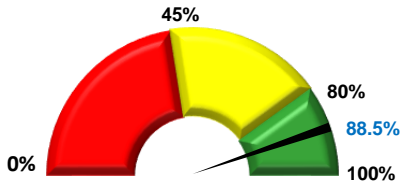
The calculation of the following measures on a regular basis provides valuable information to:

- Assess our financial health proactively
- Provide actionable information to Board of Directors
- Provide trend analysis and future forecasting

Also included are graphs and financial statements as of June 30, 2022.

I. Financial Health Assessment Ratios

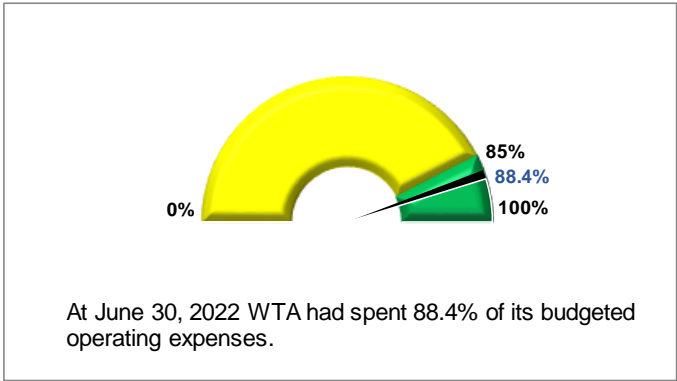
A Operating Revenues to Operating Expenses	Status	Target in Percent		Snapshots	
Fare + sales tax revenue to operating expenses	Met	Should Exceed:	80%	6/30/2022	88.5%
		Lower Limit:	45%	6/30/2021	75.9%
				6/30/2020	94.7%



At June 30, 2022 WTA had received operating revenues to cover 88.5% of operating expenses.

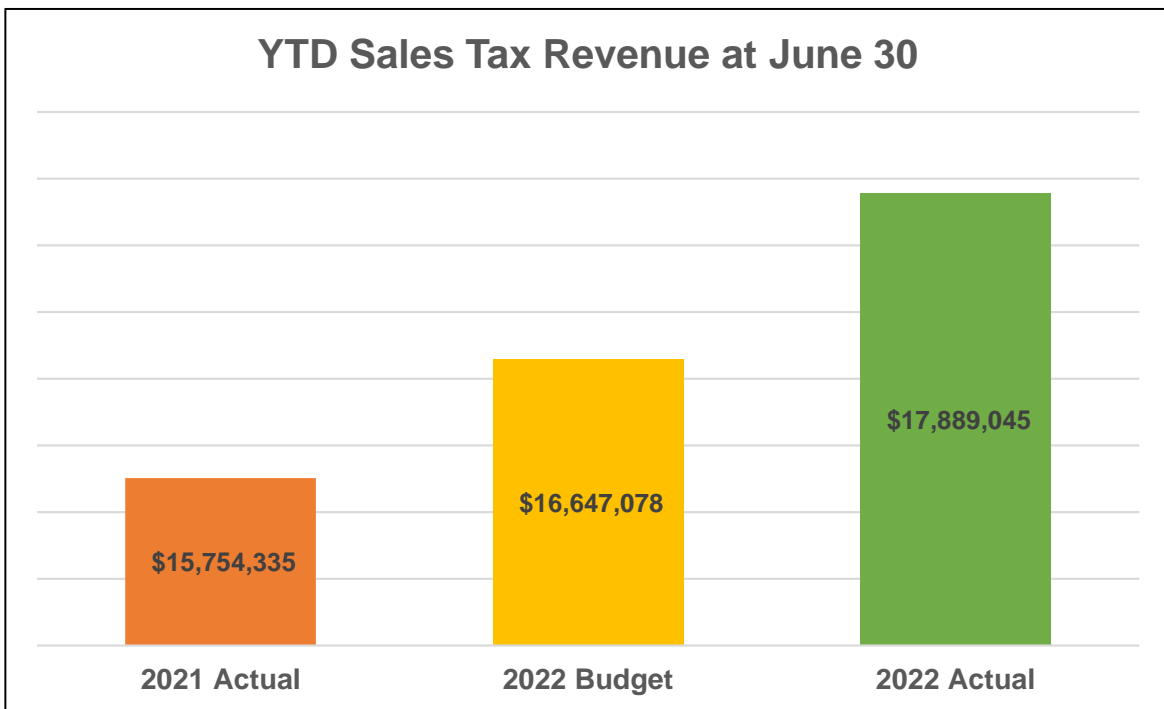
Overall revenue for Q2 almost doubled compared to 2021 due to the ARP grant and the resumption of fare collection.

B Actual Expenses compared to Budgeted Expenses	Status	Target in Percent	Snapshots
Actual Operating Expense to Budgeted Expense	Met	Not to exceed: 100%	6/30/2022 88.4%
		Lower Limit: 85%	6/30/2021 95.3%
			6/30/2020 88.5%



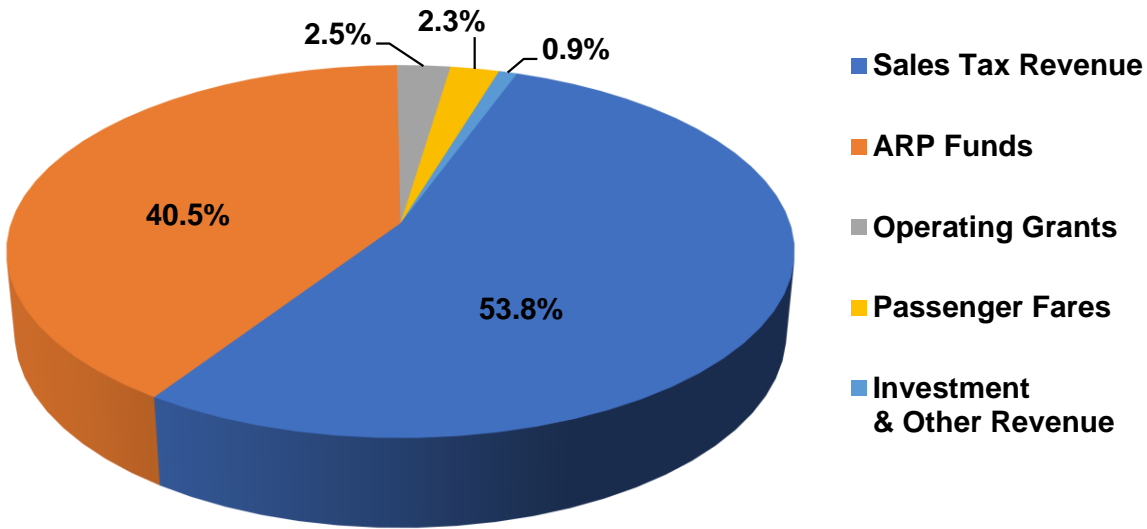
Although fuel expense saw a large increase, overall WTA expenses came in under budget.

II. Revenue and Expense

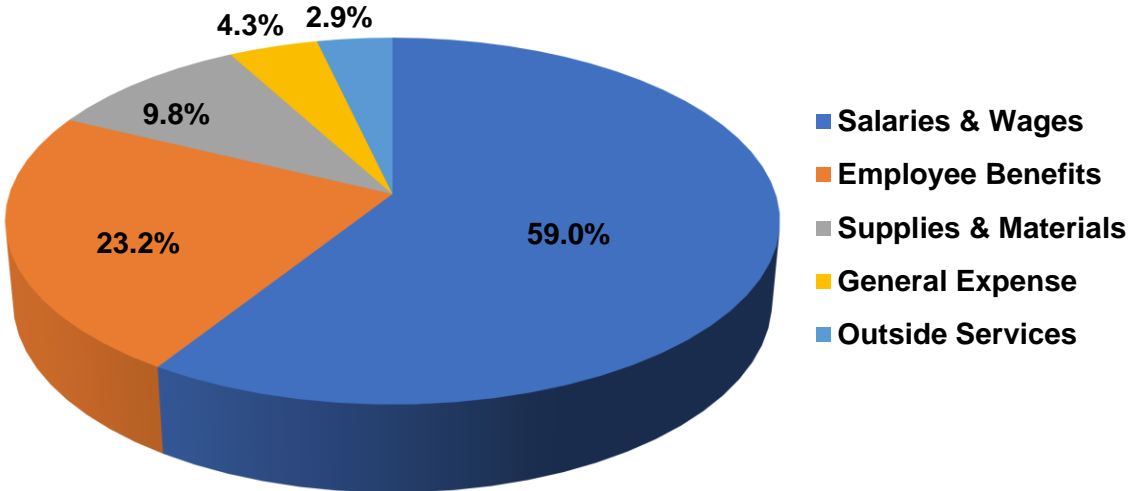


The increase for the first half of 2022 compared to 2021 is 13.5%.

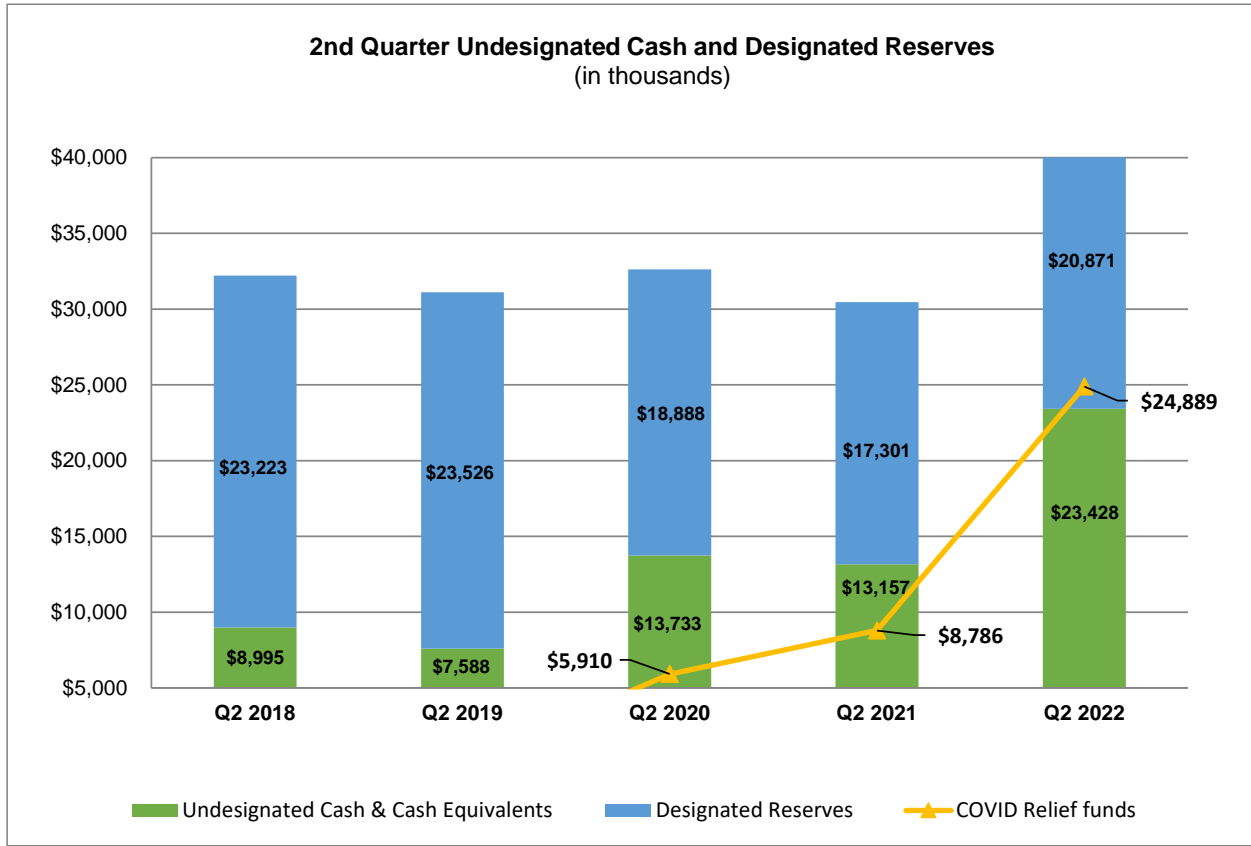
2022 YTD Revenues



2022 YTD Expenses



III. Undesignated Cash and Designated Investments



Relief Act	Date	Allocated	Received
CARES	3/27/2020	\$ 8,786,277	\$ 8,786,277
CRRSA	12/27/2020	\$ 9,342,245	\$ 9,342,245
ARP	3/11/2021	\$ 21,226,320	\$ 6,760,435

This graph displays the balances in WTA undesignated cash and cash reserve accounts as of the 2nd quarter of 2018 – 2022, including the total COVID-19 relief funds.

COVID-19 relief funds are distributed on a reimbursement basis, meaning WTA spends local dollars first on salaries, wages, and benefits, then requests reimbursement from the FTA.

IV. Financial Statements

Whatcom Transportation Authority
Revenue and Expenditures
Year to Date at June 30, 2022

	2022 Actuals	2022 Budget	Actual vs. Budget	2021 Actuals	Variance 2022 vs 2021
Revenues:					
Passenger Fares	\$ 774,107	\$ 658,737	\$ 115,370	\$ 37,944	\$ 736,163
American Rescue Plan Funds	13,485,978	14,150,880	(664,902)	-	\$ 13,485,978
Operating Grant Revenue	840,411	880,530	(40,119)	707,641	132,770
Total Operating Revenues	15,100,496	15,690,147	(589,651)	745,585	14,354,911
Sales Tax Revenue	17,889,045	16,647,078	1,241,967	15,754,335	2,134,710
Investment Income	144,623	132,000	12,623	147,883	(3,260)
Other Revenue	145,332	88,926	56,406	94,009	51,323
Total Revenues	33,279,496	32,558,151	721,345	16,741,812	16,537,684
Expenses:					
Salaries & Wages	12,447,644	13,962,391	(1,514,747)	9,326,406	3,121,238
Employee Benefits	4,898,579	5,579,098	(680,519)	4,473,289	425,290
Outside Services	670,513	1,377,218	(706,705)	786,804	(116,291)
General Expense	175,181	169,883	5,298	101,669	73,512
Supplies & Materials	1,040,001	1,396,493	(356,492)	1,121,541	(81,540)
Repairs & Maintenance	16,372	41,698	(25,326)	14,773	1,599
Professional Fees	77,657	94,000	(16,343)	70,205	7,452
Fuel	1,034,126	486,201	547,925	474,770	559,356
Utilities	238,024	279,060	(41,036)	179,779	58,245
Insurance and Claims	374,527	374,529	(2)	307,941	66,586
Education, Meetings & Travel	120,173	106,306	13,867	28,251	91,922
Total Operating Expense	21,092,797	23,866,877	(2,774,080)	16,885,428	4,207,369
Net Income from Operations	12,186,699	8,691,274	3,495,425	(143,616)	12,330,315
Depreciation	3,172,896	3,172,896	-	2,754,672	418,224
Net Income	\$ 9,013,803	\$ 5,518,378	\$ 3,495,425	\$ (2,898,288)	\$ 11,912,091
Capital Expense*	626,126	5,350,254	(4,724,128)	7,223,842	(6,597,716)
Capital Grants	(316,288)	-	(316,288)	1,806,520	(2,122,808)
Net Capital Expense	\$ 942,414	\$ 5,350,254	\$ (4,407,840)	\$ 5,417,322	\$ (4,474,908)

*See next page for Capital Expense Project detail

Capital Expense Detail at June 30, 2022:

Description of Project/Purchase	Expense Carried Over from 2021	2022 Expense	Total, Actual Expense 6/30/22	2022 Budget
MOAB 2nd Floor Remodel	212,454	251,771	464,224	450,000
Electric Bus - Charging Equipment - Midway	18,212	-	18,212	477,000
Cordata Station Electric Charging Station	-	-	32,291	397,144
Facility Improvements - Ferndale Station Lighting	40,760	4,561	45,321	33,000
Install Air Conditioning on Fixed Route Buses	-	-	-	1,281,280
North Lot Development - Preliminary Design	-	-	-	400,000
Install Bus Lift - Bay 2	-	13,761	13,761	363,990
Fleet & Facilities Office Remodel	-	-	-	351,000
Install Detail Booth	-	-	-	334,000
Establish Transit Access Fund	-	-	-	300,000
Refurbish 4 Diesel Buses	-	-	-	200,000
Fresh Ideas in Action Team	-	-	-	200,000
Bus Shelter Replacements (includes 25k for Telegraph Rd.)	-	-	-	215,000
Provide ADA Access at Bus Stops	-	-	-	150,000
Facilities Contingency Fund	-	-	-	150,000
Replace 3 Staff Vehicles	-	-	-	105,000
Install Digital Signage at Bellingham Station	-	-	-	100,000
Support City of Bellingham - Telegraph Rd. Safety Improvements	-	-	-	87,500
Community Radio System	-	-	-	60,000
Lynden Station Cabling	-	-	-	10,000
Receive 7 Replacement Diesel Buses	-	-	-	4,294,021
Diesel Buses - Make Ready from 2021	-	-	-	200,000
Receive 2 Electric Buses	-	-	-	2,616,438
Replace 13 Paratransit Buses	-	-	-	2,480,000
Replace 12 Paratransit Buses (on order)	-	-	-	1,928,000
Refurbish 3 2009 Gilligs	26,665	387	27,052	7,500
Crane for #365	25,265	-	25,265	-
Totals	323,356	270,480	626,126	17,190,873

Whatcom Transportation Authority
Comparative Balance Sheet
June 30, 2022

ASSETS	June 30, 2022	June 30, 2021	2022 vs. 2021
CURRENT ASSETS			
Cash & Equivalents	\$ 23,428,462	\$ 13,156,903	\$ 10,271,559
Sales Tax Receivable	6,214,484	5,242,515	971,969
Other Receivables	7,322,803	2,326,834	4,995,969
Inventories	1,358,299	1,177,711	180,588
Prepaid Expense	799,810	705,525	94,285
Total Current Assets	39,123,857	22,609,488	16,514,369
DESIGNATED ASSETS			
Capital Reserves	1,241,021	4,626,927	(3,385,906)
Fleet Reserves	7,941,712	3,421,426	4,520,286
Operating Reserve	11,688,111	9,253,108	2,435,003
Total Restricted Assets	20,870,844	17,301,461	3,569,383
CAPITAL ASSETS			
Property and Equipment	97,384,232	90,158,852	7,225,380
Less Accumulated Depreciation	(52,788,267)	(48,340,327)	(4,447,940)
Total Capital Assets	44,595,965	41,818,525	2,777,440
OTHER NON-CURRENT ASSETS			
Net Pension Asset	15,253,814	-	15,253,814
Deferred Outflows Related to Pensions	2,036,733	2,266,437	(229,704)
Total Non-current Assets	17,290,547	2,266,437	15,024,110
TOTAL ASSETS	\$ 121,881,213	\$ 83,995,911	\$ 37,885,302
LIABILITIES			
CURRENT LIABILITIES			
Accounts Payable	\$ 897,127	\$ 181,581	\$ 715,546
Salaries & Wages Payable	746,306	674,787	71,519
Employee Benefits Payable	2,145,159	2,069,115	76,044
Other Current Liabilities	507,772	481,138	26,634
Total Current Liabilities	4,296,364	3,406,621	889,743
LONG TERM LIABILITIES			
Employee Benefits Payable	219,120	192,367	26,753
Net Pension Liability & Deferrals	1,469,230	6,350,706	(4,881,476)
Other Long Term Liabilities	9,177	10,061	(884)
Total Long Term Liabilities	1,697,527	6,553,134	(4,855,607)
TOTAL LIABILITIES	5,993,891	9,959,755	(3,965,864)
DEFERRED INFLOWS			
Deferred Inflows Related to Pensions	15,728,359	1,760,354	13,968,005
Total Deferred Inflows	15,728,359	1,760,354	13,968,005
EQUITY			
Contributed Capital (net)	19,962,562	14,956,971	5,005,591
Restricted Retained Earnings	14,348,860	14,348,860	-
Unrestricted Retained Earnings	44,702,364	21,931,197	22,771,167
Accumulated Retirement of Contributions	21,145,177	21,038,774	106,403
TOTAL EQUITY	\$ 100,158,963	\$ 72,275,802	\$ 27,883,161
TOTAL LIABILITIES & EQUITY	\$ 121,881,213	\$ 83,995,911	\$ 37,885,302

MEMORANDUM

TO: Chairperson and Members of the Board of Directors

FROM: Les Reardanz, General Manager
Eric Frazier, Operations Director
Tim Wilder, Planning Director
Vanessa Bronsema, Human Resources Director
Mike Bozzo, Fleet and Facilities Director
Shonda Shipman, Finance Director
Josh Nylander, IT Director
Maureen McCarthy, Community and Government Relations
Jeff Benson, Safety and Risk Manager

DATE: August 18, 2022

SUBJECT: Second Quarter 2022 Performance Report

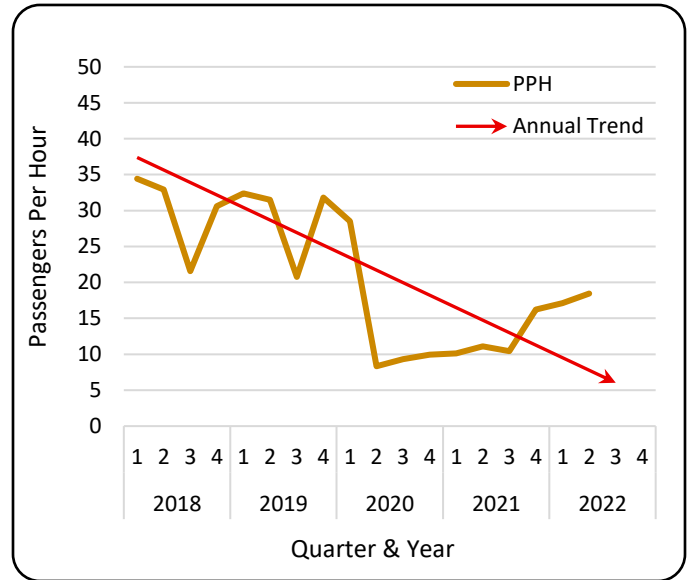
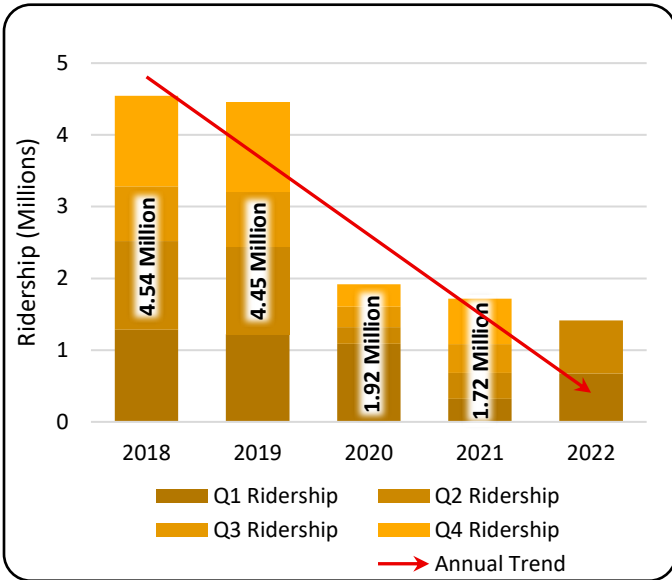
Agency Accomplishments – Second Quarter 2022

- Received 25th consecutive audit with no findings from Washington State Auditor’s Office
- Renegotiated student bus pass contract with Western Washington University (WWU)
- Completed major office remodel, included designated training room and additional offices
- Increased Saturday service on Lynden Hop to meet growing demand
- Developed software to support WWU’s and Whatcom Community College’s ability to self-manage fares using “Umo” fare system
- Implemented multi factor authentication for all email users
- Submitted grant applications to FTA Low/No and Bus and Bus Facilities programs, for eight electric buses and charging facilities
- Coordinated May Day Bike Parade in partnership with City of Bellingham, Downtown Bellingham Partnership, Smart Trips, WWU, and Bellingham Police Department
- Transit Operator Mike Ward received Washington State Transit Insurance Pool award for 20 consecutive years of safe driving
- Transit Operator Johnathan Taylor placed 8th (out of 48) at the Community Transportation Association of America’s Transit “Roadeo” in Louisville, KY
- Hosted 22 employee contestants and 40 volunteers at WTA’s annual* “Roadeo” (*after a two-year COVID hiatus)
- Hosted three visits by the rabbits, chickens, and goats of Animals as Natural Therapy, as part of employee Wellness Program
- Released four Transit Operator Trainees into revenue service

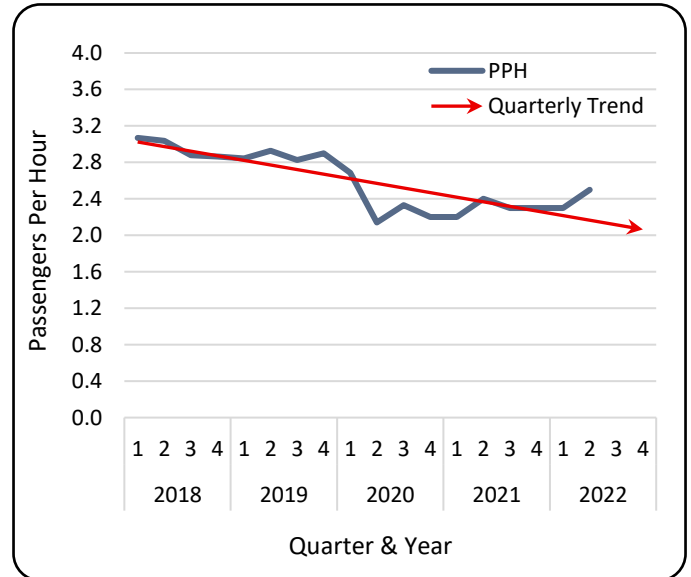
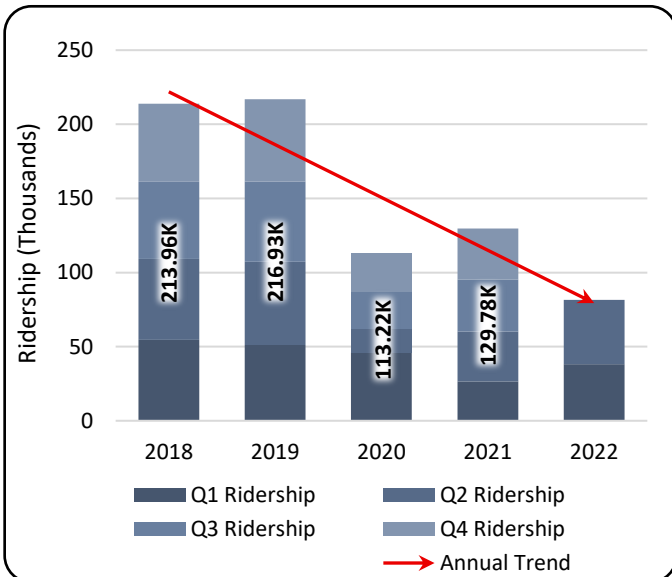
- Hired one HRIS Benefits Specialist, one HR Analyst, and an IT Applications Specialist, and promoted employees to the positions of Training Supervisor, Travel Trainer, Community and Government Relations Director, Facilities Technician, and Lead Body Technician
- Participated in the following trainings and conferences: Association of Washington Cities Labor Relations Conference, Fundamentals of Project Management training, Diversity, Equity and Inclusion training, and Coaching for Success

PERFORMANCE DATA

Fixed Route



Paratransit



Vanpool

