

# The County Connection

2477 Arnold Industrial Way Concord, CA 94520-5326 (925) 676-7500 www.cccta.org

## MEETING NOTICE & AGENDA ADMINISTRATION & FINANCE COMMITTEE

100 Gregory Lane  
Pleasant Hill, CA 94523  
Large Committee Room  
Tuesday, June 7, 2011  
3:00 p.m.

### The Committee may take action on any item on the agenda.

1. Adoption of Agenda (Action)
2. Public Communication
3. Summary Minutes of May 4, 2011 A&F Committee Meetings\* (Review/Action)
4. Advisory Committee-Roles, Function, and Transition Plan\* (Review/Action)
5. GANN Initiative Spending Limitation\* (Review/Action)
6. Financial Statements for the Nine Months Ended March 31, 2011\* (Review)
7. FY 2012 Proposed Final Budget\* (Review/Action)
8. Contract Renewal with Corvel for Third Party Administration of Workers Comp Claims\* (Review/Action)
9. Investment Policy-Quarterly Reporting Requirement\* (Review/Action)
10. Status Report on the Pacheco Transit Hub\* (Review/Action)
11. Legal Services Statement, February 2011 Labor – April 2011 General\*\* (Review/Action)
12. Review of Vendor Bills, May 2011\*\* (Review)
13. Adjournment

\*Enclosure

A&F Committee Members

\*\*Enclosure for Committee Members

Al Dessayer, Gregg Manning, Laura Hoffmeister and Jack Weir

### General Information

Public Comment: Each person wishing to address the A&F Committee is requested to advise the Chair before the meeting convenes or the applicable agenda item is discussed. Persons who address the Committee are also asked to furnish a copy of any written statement to the Chair. A period of thirty (30) minutes has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Committee. Each individual will be allotted three minutes, which may be extended at the discretion of the Committee Chair.

Availability of Public Records: All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available for public inspection at 2477 Arnold Industrial Way, Concord, California, at the same time that the public records are distributed or made available to the legislative body. The agenda and enclosures for this meeting are posted also on our website at [www.CCCTA.org](http://www.CCCTA.org).

Accessible Public Meetings: Upon request, CCCTA will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service so that it is received by CCCTA at least 48 hours before the meeting convenes. Requests should be sent to Lathina Hill, Assistant to the General Manager, at 2477

Arnold Industrial Way, Concord, CA 94520 or [Hill@CCCTA.org](mailto:Hill@CCCTA.org).

The agenda is posted on CCCTA's Website ([www.CCCTA.org](http://www.CCCTA.org)) and at the following location:

CCCTA Administrative Offices, 2477 Arnold Industrial Way, Concord

Clayton • Concord • Contra Costa County • Danville • Lafayette • Martinez  
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**Administration and Finance Committee  
Summary Minutes  
May 4, 2011**

The meeting was called to order at 3:00 p.m. at the City of Pleasant Hill offices.  
Those in attendance were:

Director Al Dessayer  
Director Jack Weir  
Director Gregg Manning

Staff: General Manager Rick Ramacier  
Director of Finance Kathy Casenave  
Director of Maintenance Scott Mitchell  
Director of Transportation Bill Churchill

1. Adoption of the Agenda- Approved.
2. Public Communication- None.
3. Summary Minutes of April 8, 2011- Approved.
4. FY 2012 Draft Budget and FY 2011 Estimated Actual- Director Casenave reported that the draft operating budget for FY 2012 totals \$32.6 million and the FY 2011 estimated actual totals \$30.5 million. The ten year forecast assumes no increase or decrease in service, and if there is no additional funding, the Authority will almost be out of cash by the end of FY 2014. The committee discussed various aspects of the budget. Director Casenave requested that the draft budget be placed on the Board's May agenda for review and discussion so that a final budget can be adopted in June. Approved.
5. Legal Services statement, January 2011; Feb/Mar , General- Approved.
6. Review of Vendor Bills, April 2011- The committee reviewed the vendor bills.
7. Adjournment- The meeting was adjourned. The next meeting will be Tuesday, June 7 at 3:00 p.m. at the City of Pleasant Hill offices.

  
Kathy Casenave, Director of Finance

**Inter Office Memo**

**To:** Administration & Finance Committee  
**From:** Anne Muzzini, Director of Planning & Marketing  
**Reviewed By:** *[Signature]*

**Date:** May 31, 2011

*[Signature]*

**SUBJECT: Advisory Committee - Transition Plan & Roles and Functions**

**SUMMARY OF ISSUES:** On Friday, May 13, 2011 the Advisory Committee reviewed the proposed transition plan and the draft roles and functions. Consensus was reached on the transition elements described below:

- The new committee will be called the Advisory Committee for the time being.
- In the case of dual representation (only two jurisdictions – Walnut Creek and Concord), both representatives would serve their full terms. Upon expiration of either term, the jurisdiction would recommend one candidate. Jurisdictions without representation at this time will move forward in their recruitment process once the transition plan and the revised role and function document are approved by the Board of Directors.
- The Advisory Committee approved the Roles and Functions attached for Board consideration.
- The advisory committee approved Sara Vital as Chair, and Sandra Smith as Vice Chair.
- Meetings will take place on the second Friday of the month at 9:30 am in alternate months of the year.

**RECOMMENDATION:** Discuss and recommend for Board adoption the transition plan and Roles and Functions.

**Central Contra Costa Transit Authority**  
**Advisory Committee**  
**Role and Function**

5/31/2011

**Purpose**

The primary purpose of the Central Contra Costa Transit Authority Advisory Committee will be to review, analyze and advise the County Connection Board of Directors on issues and policies relating to fixed-route and paratransit service. The Advisory Committee will be asked to consider and make recommendations on finance and planning documents that include but are not limited to the following:

- CCCTA Ten Year Short Range Transit Plan
- Annual operating and capital budget
- Annual marketing plan
- Other issues such as operations, scheduling, administration, finance, and legislation

**Composition**

The Advisory Committee shall be comprised of eleven (11) members from Central Contra Costa County. Each member jurisdiction will be requested to recommend one member from that jurisdiction for appointment by the CCCTA Board of Directors. Each member jurisdiction may also recommend an alternate member from that jurisdiction for appointment to be approved by the CCCTA Board of Directors. The following criteria should be considered:

- Representative should be active in community participation and involvement
- Representative should reside in the appointed community
- Representative should be a current or former user of fixed-route and/or paratransit service, or an advocate for transit users in their communities

**Term**

- Members will be appointed for a two-year term, with no limit on the number of terms served
- If during his/her term, a representative resigns, is removed, or unable to continue to serve, the recommending jurisdiction will be requested to appoint a successor, to be approved by the CCCTA Board of Directors to serve the balance of the term.
- If a member misses three or more consecutive meetings without cause, the Advisory Committee may request that member resign or be removed by the CCCTA Board after consultation with the affected jurisdiction

**Officers**

- The Advisory Committee will elect officers who will serve one-year terms. Officers will include a chair and a vice chair.

### Meetings

- The Advisory Committee will meet every other month. However, if the Committee wishes to have a special meeting, any member may request that the Chair ask the staff liaison to schedule such a meeting  
A majority of those present shall be required to adopt an action

### Charge

The Advisory Committee is charged with the responsibility of acting as ADVISORS to the CCCTA Board of Directors, and to collect and report service issues and concerns received from the jurisdictions. Members may volunteer, or be appointed by the Chair to attend scheduled CCCTA Committee meetings, participate in Advisory Committee subcommittees, or undertake other duties for the Advisory Committee

Furthermore, the Committee is charged with the responsibility of acting as DISSEMINATORS of information in their community, and to assist in the education of their jurisdictions regarding the fixed-route and accessible services that are available.

In fulfilling these responsibilities the Committee will:

- Make formal recommendations in the form of written communications and reports to the CCCTA Board of Directors, and where appropriate, supplement with oral comments.
- Appoint a member to serve as the Committee liaison to the Contra Costa County Paratransit Coordinating Council
- Act as a forum for fixed-route, accessible services, and LINK paratransit users to express concerns or ideas about the services to the Authority

In fulfilling this charge, individual members may be expected to:

- Network with other interested citizens and groups in the community Maintain a working relationship with Board representative from his/her jurisdiction
- Assist CCCTA staff at community or business events

# The County Connection

## Inter Office Memo

To: A&F Committee

Date: June 1, 2011

From: Kathy Casenave *KC*  
Director of Finance

Reviewed By: *PK*

**SUBJECT: Adoption of Gann Appropriations Spending Limitation for FY 2011**

**SUMMARY:** By State law, the CCCTA Board of Directors must adopt an appropriations limitation prior to adoption of its annual fiscal budget. The calculated FY 2011 legal spending limit for CCCTA is \$53,888,097.

**BACKGROUND:** Pursuant to California Constitution Article XIII (B) (Proposition 4), public entities are required to conform to budgetary guidelines set forth in the Gann Initiative. The purpose of Article XIII (B) is to constrain fiscal growth in government by limiting the proceeds of taxes that may be appropriated each year. Each year's limit may be adjusted for increase in cost of living (*California per capita income*) and population. For special districts, if the district is located entirely within one county, the *county's population* change factor is to be used. That is the case with CCCTA. The limit may also be changed in the event of a transfer of fiscal responsibility.

The California Department of Finance is mandated to provide the requisite price and population change data for local jurisdictions to calculate their appropriations limit. The appropriations spending limit is calculated using the following formula:

1. Population percentage change x price increase/decrease factor = ratio of change
2. Ratio of change x 2010-11 spending limit = 2011-12 spending limit.

Based on the above formula, the appropriations spending limit is calculated as follows:

1. Population percentage change x price increase/decrease factor = ratio of change

$$1.0077 \times 1.0251 = 1.033$$

2. Ratio of change x 2010-2011 spending limit = 2011-2012 spending limit:

$$1.033 \times \$52,166,599 = \$53,888,097$$

Based on the above calculations, the Gann appropriations spending limit for FY 2011-2012 is \$53,888,097. The actual CCCTA non-federal appropriations budget for FY 2011-2012 is \$33,144,624 (Exhibit A), which is \$20,743,473 below the spending limitation.

**ACTION REQUESTED:** Staff recommends that the A&F Committee forward this item to the Board of Directors for adoption of the aforementioned Gann appropriations spending limitation for FY 2011-12.

**ATTACHMENT:** Exhibit A: computation of Gann Appropriations Spending Limit

**COMPUTATION OF GANN APPROPRIATIONS SPENDING LIMIT for FY 2011**

Contra Costa County change in population		0.77
Converted to a ratio	1.0077	
Percentage change in per capita personal income		2.51
Converted to a ratio	1.0251	

*Source: California Department of Finance*

Ratio of change:

$$1.0077 \times 1.0251 = 1.033$$

FY 2011 spending limit		<u>\$52,166,599</u>
FY 2012 spending limit		\$53,888,097
FY 2012 operating budget	\$32,531,621	
Less expenses paid by federal monies	<u>-\$5,235,542</u>	
	\$27,296,079	
FY 2012 capital budget	\$12,342,032	
Less expenses paid by federal monies	<u>-\$6,493,487</u>	
	\$5,848,545	
Operating and capital appropriation		<u>\$33,144,624</u>
Underlimit		<u><u>\$20,743,473</u></u>

# The County Connection

## Inter Office Memo

To: A&F Committee  
 From: Kathy Casenave *KC*  
 Director of Finance

Date: May 17, 2011

Reviewed by: *Auto*

**SUBJECT: CCCTA Income Statements for the Nine Months Ended March 31, 2011**

The attached unaudited CCCTA Income Statements for the nine months of FY 2011 are presented for your review. The combined actual expenses, Fixed Route and Paratransit, (Schedule 1), are **6.6% under** the year to date budget (\$1,579,082). The expense categories with the most significant variances are:

Wages	\$(197,115)	( 2.1)%	Wages are mainly under due to unfilled positions in the Maintenance Dept, the layoff of one Admin employee and the resignation of a part time employee who will not be replaced.
Services	\$(448,374)	(30.8)%	Expenses under budget include schedules, promotion, \$86k; outside service repairs, \$159k; legal, \$100k; management & professional services, \$50k.
Materials & Supplies	\$(257,782)	( 11.3)%	Diesel fuel is \$173k less than budgeted; other maintenance supply accounts are also underbudget.
Special trip services	\$(326,151)	( 7.9)%	Purchased transportation is lower than budgeted mainly due to lower service hours.

Fixed route and Paratransit revenues and expenses are presented on **Schedules 2 and 3**. Actual expenses are compared to the year-to-date approved budget. Fixed route expenses are 6.5% under budget and Paratransit expenses are 7.5% under budget.

The revenue is under budget because TDA revenue is not considered earned until needed to match expenses and after other revenue is used. Two other revenue categories that exceed the year to date budget, STA and Other Operating assistance, are over mainly due to the timing of receipts. The STA revenue is expected to be close to the budget by the end of the year. Other operating assistance will be over by about \$100,000 because Dougherty Valley revenue for the current year is more than the budgeted amount.



**Schedule 4** provides selected statistical information for the current year compared to the last two years:

**Fixed route:**

- Passenger fares are 1.3% less than FY 2010 and 11.5% less compared to FY 2009.
- The farebox recovery ratio is up compared to FY 2010 and FY 2009. The ratio is 17.1% in FY 2011; 16.8% in FY 2010 and 16.7% in FY 2009.
- Operating expenses are .9% more than in FY 2010 and 13.2% less than in FY 2009.
- Fixed route revenue hours are 3.3% less than FY 2010 and 26.4% less than FY 2009.
- The cost per revenue hour has increased 4.4% compared to FY 2010 and 17.9% compared to FY 2009.
- Passengers have increased 1.1% compared to FY2010 but decreased 24.7% compared to FY 2009.
- The cost per passenger has decreased .3% compared to FY 2010 and increased 15.2% compared to FY 2009.
- Passengers per revenue hour have increased 4.5% since FY 2010 and increased 2.2% since FY 2009.

**Paratransit:**

- Passenger fares have decreased 3.6% from FY 2010 but are 6.4% over FY 2009.
- The farebox ratio is less compared to FY 2010 but about the same as FY 2009. The ratio is 10.9% in FY 2011; 11.4% in FY 2010; and 10.7% in FY 2009.
- Expenses have increased 1.1% from the prior year and increased 4.7% compared to FY 2009.
- Revenue hours are 2.8% less than FY 2010 and 6% less than FY 2009.
- Passengers have decreased 3.7% compared to FY 2010 and 3.3% compared to FY 2009.
- The cost per passenger has increased 5% since FY 2010 and 8.3% compared to FY 2009.
- Paratransit passengers per revenue hour have decreased .9% compared to FY 2010 but increased 2.8% compared to FY 2009.

### **Fixed Route Operator Wages (Schedule 5)**

Schedule 5 compares various components of operator wages with the budget.

- Actual work time wages (Platform, turn in and report time) are 2.1% less than projected.
- Guarantees are 8.9% under budget.
- Overtime is 15.4% over budget.
- Training is 21.1% more than budget.
- Overall wages for operators are 1.5% under budget.

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

## FY 2011 Year to Date Comparison of Actual vs Budget

For the Nine Months Ended March 31, 2011

### Combined Fixed Route and Paratransit Income Statement

	Actual	Budget	Variance	% Variance
<b>Revenues</b>				
Passenger fares	\$ 2,940,816	\$ 2,989,329	\$ (48,513)	-1.6%
Special fares	\$ 605,776	\$ 560,582	\$ 45,194	8.1%
	<u>\$ 3,546,592</u>	<u>\$ 3,549,911</u>	<u>\$ (3,319)</u>	<u>-0.1%</u>
Advertising	\$ 367,911	\$ 361,875	\$ 6,036	1.7%
Safe Harbor lease	\$ 5,365	\$ 18,750	\$ (13,385)	-71.4%
Other revenue	\$ 127,183	\$ 92,850	\$ 34,333	37.0%
Federal operating	\$ 2,831,430	\$ 2,853,931	\$ (22,501)	-0.8%
TDA earned revenue	\$ 6,905,272	\$ 10,169,658	\$ (3,264,386)	-32.1%
STA revenue	\$ 3,942,786	\$ 2,569,549	\$ 1,373,238	53.4%
Measure J	\$ 2,839,116	\$ 2,868,250	\$ (29,134)	-1.0%
Other operating assistance	\$ 1,606,028	\$ 1,265,993	\$ 340,035	26.9%
	<u>\$ 18,625,091</u>	<u>\$ 20,200,854</u>	<u>\$ (1,575,763)</u>	<u>-7.8%</u>
<b>Total Revenue</b>	<b>\$ 22,171,683</b>	<b>\$ 23,750,765</b>	<b>\$ (1,579,082)</b>	<b>-6.6%</b>
<b>Expenses</b>				
Wages- Operators	\$ 5,475,612	\$ 5,557,920	\$ (82,308)	-1.5%
Wages-Other	\$ 3,669,385	\$ 3,784,192	\$ (114,807)	-3.0%
	<u>\$ 9,144,997</u>	<u>\$ 9,342,112</u>	<u>\$ (197,115)</u>	<u>-2.1%</u>
Fringe Benefits	\$ 5,395,019	\$ 5,465,864	\$ (70,845)	-1.3%
Services	\$ 1,006,356	\$ 1,454,730	\$ (448,374)	-30.8%
Materials & Supplies	\$ 2,021,967	\$ 2,279,749	\$ (257,782)	-11.3%
Utilities	\$ 187,399	\$ 207,750	\$ (20,351)	-9.8%
Insurance	\$ 342,754	\$ 317,642	\$ 25,112	7.9%
Taxes	\$ 187,316	\$ 238,651	\$ (51,335)	-21.5%
Interest	\$ -	\$ -	\$ -	0.0%
Leases and Rentals	\$ 25,170	\$ 28,500	\$ (3,330)	-11.7%
Miscellaneous	\$ 82,722	\$ 76,725	\$ 5,997	7.8%
Special Trip Services	\$ 3,777,983	\$ 4,104,134	\$ (326,151)	-7.9%
<b>Operations</b>	<b>\$ 22,171,683</b>	<b>\$ 23,515,856</b>	<b>\$ (1,344,174)</b>	<b>-5.7%</b>
Contingency Reserve	\$ -	\$ 234,909	\$ (234,909)	-100.0%
<b>Total Expenses</b>	<b>\$ 22,171,683</b>	<b>\$ 23,750,765</b>	<b>\$ (1,579,082)</b>	<b>-6.6%</b>
<b>Net Income (Loss)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

Schedule 1-Combined

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

## FY 2011 Year to Date Comparison of Actual vs Budget For the Nine Months Ended March 31, 2011

### Fixed Route Income Statement

	Actual	Budget	Variance	% Variance
<b>Revenues</b>				
Passenger fares	\$ 2,518,101	\$ 2,546,228	\$ (28,127)	-1.1%
Special fares	\$ 605,776	\$ 560,582	\$ 45,194	8.1%
	<u>\$ 3,123,877</u>	<u>\$ 3,106,809</u>	<u>\$ 17,068</u>	<u>0.5%</u>
Advertising	\$ 367,197	\$ 361,875	\$ 5,322	1.5%
Safe Harbor lease	\$ 5,252	\$ 18,750	\$ (13,498)	-72.0%
Other revenue	\$ 127,183	\$ 92,625	\$ 34,558	37.3%
Federal operating	\$ 2,282,036	\$ 2,304,536	\$ (22,500)	-1.0%
TDA earned revenue	\$ 5,700,362	\$ 8,379,588	\$ (2,679,226)	-32.0%
STA revenue	\$ 2,987,971	\$ 1,908,253	\$ 1,079,719	56.6%
Measure J	\$ 2,216,448	\$ 2,245,582	\$ (29,134)	-1.3%
Other operating assistance	\$ 1,480,142	\$ 1,138,492	\$ 341,650	30.0%
	<u>\$ 15,166,591</u>	<u>\$ 16,449,701</u>	<u>\$ (1,283,110)</u>	<u>-7.8%</u>
<b>Total Revenue</b>	<b>\$ 18,290,468</b>	<b>\$ 19,556,510</b>	<b>\$ (1,266,042)</b>	<b>-6.5%</b>
Wages- Operators	\$ 5,475,612	\$ 5,557,920	\$ (82,308)	-1.5%
Wages-Other	\$ 3,596,006	\$ 3,720,545	\$ (124,539)	-3.3%
	<u>\$ 9,071,618</u>	<u>\$ 9,278,465</u>	<u>\$ (206,847)</u>	<u>-2.2%</u>
Fringe Benefits	\$ 5,362,097	\$ 5,433,841	\$ (71,744)	-1.3%
Services	\$ 998,264	\$ 1,434,855	\$ (436,591)	-30.4%
Materials & Supplies	\$ 2,017,601	\$ 2,277,874	\$ (260,273)	-11.4%
Utilities	\$ 174,391	\$ 191,250	\$ (16,859)	-8.8%
Insurance	\$ 342,754	\$ 317,642	\$ 25,112	7.9%
Taxes	\$ 186,912	\$ 238,275	\$ (51,363)	-21.6%
Leases and Rentals	\$ 25,170	\$ 28,500	\$ (3,330)	-11.7%
Miscellaneous	\$ 82,612	\$ 75,900	\$ 6,712	8.8%
Special Trip Services	\$ 29,049	\$ 45,000	\$ (15,951)	-35.4%
<b>Operations</b>	<b>\$ 18,290,468</b>	<b>\$ 19,321,601</b>	<b>\$ (1,031,133)</b>	<b>-5.3%</b>
Contingency Reserve		\$ 234,909	\$ (234,909)	-100.0%
<b>Total Expenses</b>	<b>\$ 18,290,468</b>	<b>\$ 19,556,510</b>	<b>\$ (1,266,042)</b>	<b>-6.5%</b>
<b>Net Income (Loss)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Revenue Hours</b>	<b>156,368</b>	<b>163,012</b>	<b>(6,644)</b>	<b>-4.1%</b>
<b>Cost per Rev Hr</b>	<b>\$ 116.81</b>	<b>\$ 119.80</b>	<b>\$ (2.99)</b>	<b>-2.5%</b>
<b>Passengers</b>	<b>2,452,624</b>	<b>2,466,330</b>	<b>(13,706)</b>	<b>-0.6%</b>
<b>Cost per Passenger</b>	<b>\$ 7.45</b>	<b>\$ 7.92</b>	<b>\$ (0.47)</b>	<b>-5.9%</b>
<b>Passengers per Rev Hr</b>	<b>15.68</b>	<b>15.13</b>	<b>0.56</b>	<b>3.7%</b>
<b>Farebox recovery ratio</b>	<b>17.1%</b>	<b>15.9%</b>	<b>1.2%</b>	<b>7.5%</b>

(fares, spec fares/Oper exp-w/o contingency-leases)

### Schedule 2-Fixed Route

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

FY 2011 Year to Date Comparison of Actual vs Budget  
For the Nine Months Ended March 31, 2011

## Paratransit Income Statement

	Actual	Budget	Variance	% Variance
<b>Revenues</b>				
Passenger fares	\$ 422,715	\$ 443,102	\$ (20,387)	-4.6%
	\$ 422,715	\$ 443,102	\$ (20,387)	-4.6%
Advertising	\$ 714	\$ -	\$ 714	
Interest	\$ 113	\$ -	\$ 113	100.0%
Other revenue		\$ 225	\$ (225)	
Federal operating	\$ 549,394	\$ 549,395	\$ (1)	0.0%
TDA earned revenue	\$ 1,204,910	\$ 1,790,069	\$ (585,159)	-32.7%
STA revenue	\$ 954,815	\$ 661,296	\$ 293,519	
Measure J	\$ 622,668	\$ 622,668	\$ -	0.0%
Other operating assistance	\$ 125,886	\$ 127,501	\$ (1,615)	-1.3%
	\$ 3,458,500	\$ 3,751,154	\$ (292,654)	-7.8%
<b>Total Revenue</b>	<b>\$ 3,881,215</b>	<b>\$ 4,194,255</b>	<b>\$ (313,040)</b>	<b>-7.5%</b>
<b>Expenses</b>				
Wages- Operators			\$ -	0.0%
Wages-Other	\$ 73,379	\$ 63,647	\$ 9,732	15.3%
	\$ 73,379	\$ 63,647	\$ 9,732	15.3%
Fringe Benefits	\$ 32,922	\$ 32,024	\$ 899	2.8%
Services	\$ 8,092	\$ 19,875	\$ (11,783)	-59.3%
Materials & Supplies	\$ 4,366	\$ 1,875	\$ 2,491	132.9%
Utilities	\$ 13,008	\$ 16,500	\$ (3,492)	-21.2%
Insurance		\$ -	\$ -	0.0%
Taxes	\$ 404	\$ 376	\$ 28	7.4%
Interest		\$ -	\$ -	0.0%
Leases and Rentals		\$ -	\$ -	100.0%
Miscellaneous	\$ 110	\$ 825	\$ (715)	-86.7%
Special Trip Services	\$ 3,748,934	\$ 4,059,134	\$ (310,200)	-7.6%
<b>Total Expenses</b>	<b>\$ 3,881,215</b>	<b>\$ 4,194,255</b>	<b>\$ (313,040)</b>	<b>-7.5%</b>
<b>Net Income (Loss)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Revenue Hours</b>	<b>61,274</b>	<b>64,247</b>	<b>(2,973)</b>	<b>-4.6%</b>
<b>Cost per Rev Hr</b>	<b>\$ 63.34</b>	<b>\$ 65.28</b>	<b>\$ (1.94)</b>	<b>-3.0%</b>
<b>Passengers</b>	<b>113,292</b>	<b>117,526</b>	<b>(4,234)</b>	<b>-3.6%</b>
<b>Cost per Passenger</b>	<b>\$ 34.26</b>	<b>\$ 35.69</b>	<b>\$ (1.43)</b>	<b>-4.0%</b>
<b>Passengers per Rev Hr</b>	<b>1.85</b>	<b>1.83</b>	<b>0.02</b>	<b>1.1%</b>
<b>Farebox ratio</b>	<b>10.9%</b>	<b>10.6%</b>	<b>0.3%</b>	<b>3.1%</b>

(fares, spec fares/Oper exp-leases)

Schedule 3- Paratransit

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

## Statistics

FY 2011 Year to Date Comparison of FY2010 Actual & FY 09 Actual  
For the Nine Months Ended March 31, 2011

	Actual FY2011	Actual FY2010	Variance Act 2011 to Act 10	Actual FY 09	Variance Act 2011 to Act 09
<b>Fixed Route</b>					
Fares	\$ 2,518,101	\$ 2,552,046	-1.3%	\$ 2,845,149	-11.5%
Special Fares	\$ 605,776	\$ 491,362	23.3%	\$ 671,740	-9.8%
<b>Total Fares</b>	<b>\$ 3,123,877</b>	<b>\$ 3,043,408</b>	<b>2.6%</b>	<b>\$ 3,516,889</b>	<b>-11.2%</b>
<i>Fares box recovery ratio</i>	<i>17.1%</i>	<i>16.8%</i>	<i>1.7%</i>	<i>16.7%</i>	<i>2.3%</i>
Operating Exp (Less leases)	\$ 18,265,298	\$ 18,097,063	0.9%	\$ 21,043,945	-13.2%
<i>Revenue Hours</i>	<i>156,368</i>	<i>161,732</i>	<i>-3.3%</i>	<i>212,357</i>	<i>-26.4%</i>
<i>Cost per Rev Hour</i>	<i>\$ 116.81</i>	<i>\$ 111.90</i>	<i>4.4%</i>	<i>\$ 99.10</i>	<i>17.9%</i>
<i>Passengers</i>	<i>2,452,624</i>	<i>2,426,538</i>	<i>1.1%</i>	<i>3,259,299</i>	<i>-24.7%</i>
<i>Cost per Passenger</i>	<i>\$ 7.45</i>	<i>\$ 7.47</i>	<i>-0.3%</i>	<i>\$ 6.47</i>	<i>15.2%</i>
<i>Passengers per Rev Hr</i>	<i>15.68</i>	<i>15.00</i>	<i>4.5%</i>	<i>15.35</i>	<i>2.2%</i>

### Paratransit

Fares	\$ 422,715	\$ 438,647	-3.6%	\$ 397,191	6.4%
<i>Fares box recovery ratio</i>	<i>10.9%</i>	<i>11.4%</i>	<i>-4.7%</i>	<i>10.7%</i>	<i>1.7%</i>
Operating Exp (Less leases)	\$ 3,881,215	\$ 3,839,289	1.1%	\$ 3,707,143	4.7%
<i>Revenue Hours</i>	<i>61,274</i>	<i>63,064</i>	<i>-2.8%</i>	<i>65,170</i>	<i>-6.0%</i>
<i>Cost per Rev Hour</i>	<i>\$ 63.34</i>	<i>\$ 60.88</i>	<i>4.0%</i>	<i>\$ 56.88</i>	<i>11.4%</i>
<i>Passengers</i>	<i>113,292</i>	<i>117,684</i>	<i>-3.7%</i>	<i>117,204</i>	<i>-3.3%</i>
<i>Cost per Passenger</i>	<i>\$ 34.26</i>	<i>\$ 32.62</i>	<i>5.0%</i>	<i>\$ 31.63</i>	<i>8.3%</i>
<i>Passengers per Rev Hr</i>	<i>1.85</i>	<i>1.87</i>	<i>-0.9%</i>	<i>1.80</i>	<i>2.8%</i>

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

## Operator Wages

For the Nine Months Ended March 31, 2011

	Actual	Year to Date Budget	Variance	% Variance
Platform/report/turn in	\$ 4,368,827	\$ 4,463,010	\$ (94,182)	-2.1%
Guarantees	253,214	277,896	(24,682)	-8.9%
Overtime	218,072	188,969	29,102	15.4%
Spread	133,314	122,274	11,040	9.0%
Protection	263,942	277,896	(13,954)	-5.0%
Travel	162,869	150,064	12,805	8.5%
Training	47,123	38,905	8,218	21.1%
Other Misc	28,251	38,905	(10,654)	-27.4%
	<u>\$ 5,475,612</u>	<u>\$ 5,557,920</u>	<u>\$ (82,308)</u>	<u>-1.5%</u>

June 1, 2011

**TO: ADMINISTRATION AND FINANCE COMMITTEE**

**FROM: KATHY CASENAVE, DIRECTOR OF FINANCE** *KC* **REVIEWED:** *Ruth*

**SUBJECT: FY 2012 PROPOSED BUDGET AND FY 2011 ESTIMATED ACTUAL**

**FY 2012 Proposed Budget & FY 2011 Estimated Actual**

The FY 2012 proposed operating budget totals \$32,544,295. Of this, fixed route is \$26,399,897 and Paratransit is \$5,594,399. The budget also includes a contingency line item of \$550,000. The only major change in this budget versus the draft presented in May is an increase in STA revenue due to a new estimate by MTC.

- Fixed route expenses for FY 2012 are projected to be \$1,466,315 (5.9%) more than the estimated actual for FY 2011.
- Paratransit expenses are estimated to be virtually the same as FY 2011.

The FY 2011 operating budget is for \$31,269,545 which included a contingency line item of \$313,212. The actual operating expenses are projected to be under budget. The June estimated actual is \$28,000 lower than the May draft in overall Fixed route projected expenses. There is no change in the Paratransit estimated actual expenses.

- Fixed route expenses for FY 2011 are estimated to be \$430,413 (1.7%) less than the budget.
- Paratransit expenses for FY 2011 are estimated to come in at budget.
- The contingency of \$313,212 will not be needed and will be returned to TDA reserve.

**The Key Assumptions Used for FY 2012 Budget & Ten-Year Draft Financial Forecast and TDA Reserve-**

**Operating Revenues-** The \* denotes a change from the May draft

<p>Passenger Fares</p>	<p>Fixed route fares are projected to grow 2% in FY 2012 &amp; 2% thereafter due to increased riders. A 12% fare increase is assumed for FY 2013, FY 2016 and FY 2019. (About 25 cents for single ride)</p>
<p>Special Fares</p>	<p>FY 2011 special fares are expected to be \$20,000 more than projected. FY 2012 projected revenue is about \$20,000 more. This revenue category offsets the cost of providing the special service. The Walnut Creek Rt 4 revenue is included.</p>



	Advertising Revenue	Advertising is projected to be \$530k in FY 2012, a 9.8% increase due to greater demand. The next 2 years are projected to increase 4%, bringing the total to \$570k FY 2014. After FY 2014, the rate increase is 2.5% bringing the total to \$678k in FY2021. This compares to actual revenue of \$689k in FY 2008 and \$675k in FY 2009.
*	FTA Preventive Maintenance	The Authority converted the FY 2011 bus purchase into preventive maintenance operating revenue. The amount is \$5.5 million, most of it to be used in FY 2012. Because of a region wide shortfall in funding for capital projects, MTC will not be allocating flexible setaside revenue for FY 2011 and FY 2012. In the past, the Authority used this revenue for preventive maintenance. In FY 2010 it was \$359,871.
	Federal Stimulus	The Authority received \$5.3 million and has used it for preventive maintenance operating expense in FY 2009, FY 2010 and FY 2011. No additional stimulus money has been projected.
	MTC Preventive maintenance reserve & STA Augmentation Fund	Two one-time sources of revenue approved by MTC, for a total of \$1.6 million are part of the FY 2011 revenue. No additional revenue is expected for FY 2012.
	STA	The FY 2012 amounts for Fixed Route and Paratransit are based on MTC's estimate, which is based on the Governor's May revise. The out years are increased by 2.5% per year.
	Measure J	For FY 2012, the increase is 4.3% over the prior year. CCTA staff's estimate of sales tax receipts is frequently different than the projection made by the CC County auditor controller's staff. For TDA, the auditor controller estimated a 1.7% increase.
	BART Express	The MTC estimate for FY 2012 is 9.7% less than FY 2011. A 2.5% increase is projected thereafter.
	Dougherty Valley revenue	The revenue in FY 2011 is \$114,900 more than the budget. The estimate for FY 2012 is 23% more (\$42,000). Although there is no revised County plan, the expectation is that the same amount of fees will be collected, but just over a longer period of time. The original plan was that the fees would be consumed by Dec 2011. This forecast extends the time through FY 2014.
*	TDA 4.0 & 4.5	FY 2012 fixed route TDA revenue used has been reduced by \$642,000 due mainly to an increase in STA revenue.

## Operating Expenses-

The forecast assumes no increase or decrease in fixed route hours.

*	Total Operating Expenses	<p>The growth rate for Fixed route expenses is 5.9%; for Paratransit, 0% for FY 2012. For most of the out years, the Fixed Route rate is 2.8%; for Paratransit, 3%.</p> <p>The largest increases are:</p> <ul style="list-style-type: none"> <li>• Fixed Route materials and supplies, \$952,000, mostly diesel fuel accounts for \$840,000.</li> <li>• Fixed route services, \$195,000. In this category, the largest increases are due to the real time bus service contract, IT contracts, and various maintenance service repair categories.</li> </ul> <p>Operating Expense changes from the May Draft:</p> <ul style="list-style-type: none"> <li>• FY 2011 fixed route expenses have been reduced by \$28,000; in the salaries and benefits section.</li> <li>• FY 2012 fixed route expenses have decreased \$64,000; the salaries and benefits have been decreased by \$77,000 and the miscellaneous category has been increased by \$13,000.</li> <li>• The Paratransit expenses remain the same.</li> </ul>
	PERS pension expense	<p>PERS pension expense has been gradually increased in the forecast. The FY 2011 rate is 4.974%; the FY 2012 rate will be 5.218%; PERS estimates the rate for FY 2013 as 5.9% and FY 2014 as 8.3%. The 8.3% rate is based on a 7.75% investment return for this fiscal year (July 2010-June 2011). If the return is more, the ER rate will be less. Salary increases also play an important role in determining rates; PERS assumes a growth rate of 3.25%.</p> <p>The ER rate in this forecast is gradually increased to 10.4% by FY 2021.</p>
	Retiree Medical expense	<p>Retiree medical expense of \$234,000 has been included in all years. This is based on the October 2009 actuarial report.</p>

## Capital Program-

### Capital Revenue-

No TDA revenue is shown as being used for capital projects after FY 2011. State Transportation bond money is shown as being used to supplement bus or van purchases. The capital program has a revenue line item listed as **“To be determined”** which represents a shortfall of capital revenues.

### TDA Reserve-

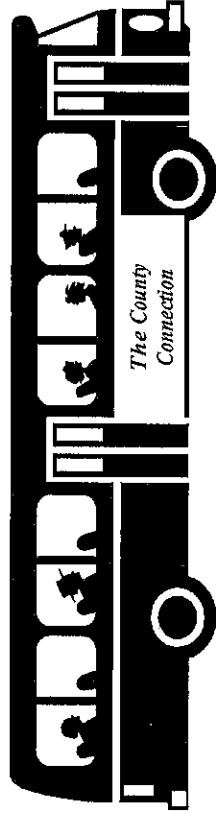
The TDA reserve is estimated to be very low by the end of FY 2015- \$473,000. If no additional revenue is forthcoming before that time, a further reduction in service or other cost reductions would be needed,

### ACTION REQUESTED:

Staff is requesting that the Committee approve the budget for submission to the Board of Directors for approval.

# Operating and Capital Budget

Fiscal Year 2012



CENTRAL CONTRA COSTA TRANSIT AUTHORITY

Concord, California

June 1, 2011

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2012 Budget**  
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**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2012 BUDGET SUMMARY**

	EST/ACTUAL	APPROVED	%	PROPOSED	FY 2012 BUD
	FY 2011	BUDGET	VARIANCE	BUDGET	OVER/(UNDER)
		FY 2011		FY 2012	EST ACT
<b>Operations</b>					
Fixed Route	\$ 24,933,580	\$ 25,677,205	-2.9%	\$ 26,949,897	8.1%
Paratransit	\$ 5,592,488	\$ 5,592,340	0.0%	\$ 5,594,399	0.0%
Subtotal	\$ 30,526,069	\$ 31,269,545	-2.4%	\$ 32,544,295	6.6%
<b>Capital</b>					
Fixed Route	\$ 303,919	\$ 303,919	0.0%	\$ 11,630,032	3726.7%
Paratransit				\$ 712,000	100.0%
Subtotal	\$ 303,919	\$ 303,919	0.0%	\$ 12,342,032	3961.0%
<b>Grand Total</b>	<b>\$ 30,829,988</b>	<b>\$ 31,573,464</b>	<b>-2.4%</b>	<b>\$ 44,886,327</b>	<b>45.6%</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY 2012 BUDGET- OPERATING EXPENDITURES**

Category	ACTUAL FY2010	EST/ACT FY 2011	APPROVED BUDGET FY 2011	EST/ACT over(under) Budget		PROPOSED BUDGET FY 2012	Variances over(under) FY2011 Estimated Actual	
				Amount	% Var		Amount +/-	% +/-
<b>Fixed Route</b>								
Wages	12,130,675	11,907,296	12,080,042	(172,746)	-1.4%	11,945,915	38,619	0.3%
Fringe benefits	6,731,068	7,210,350	7,134,289	76,061	1.1%	7,496,435	286,085	4.0%
Total Wages and benefits	18,861,743	19,117,646	19,214,331	(96,685)	-0.5%	19,442,350	324,704	1.7%
Services	1,480,720	1,773,195	1,913,140	(139,945)	-7.3%	1,968,200	195,005	11.0%
Materials and supplies	2,558,586	2,912,616	3,041,100	(128,484)	-4.2%	3,864,480	951,864	32.7%
Utilities	246,446	261,935	255,000	6,935	2.7%	273,000	11,065	4.2%
Casualty and liability	402,634	393,385	423,523	(30,138)	-7.1%	379,366	(14,019)	-3.6%
Taxes	276,051	286,066	317,700	(31,634)	-10.0%	264,000	(22,066)	-7.7%
Leases and rentals	33,200	38,677	38,000	677	1.8%	38,000	(677)	-1.8%
Miscellaneous	64,825	105,061	101,200	3,861	3.8%	123,250	18,189	17.3%
Purchased transportation	247,329	45,000	60,000	(15,000)	-25.0%	47,250	2,250	5.0%
Total Other Expenses	5,309,791	5,815,935	6,149,663	(333,728)	-5.4%	6,957,546	1,141,611	19.6%
Subtotal	24,171,534	24,933,580	25,363,993	(430,413)	-1.7%	26,399,897	1,466,315	5.9%
Contingency			313,212	(313,212)	-100.0%	550,000	550,000	
Subtotal	24,171,534	24,933,580	25,677,205	(743,625)	-2.9%	26,949,897	2,016,317	8.1%
<b>Paratransit</b>								
Wages	102,876	89,006	84,863	4,143	4.9%	84,222	(4,784)	-5.4%
Fringe benefits	51,234	38,410	42,698	(4,288)	-10.0%	44,046	5,637	14.7%
Total Wages and benefits	154,110	127,415	127,561	(146)	-0.1%	128,268	853	0.7%
Services	36,434	26,500	26,500	0	0.0%	27,030	530	2.0%
Materials and supplies	4,417	2,794	2,500	294	11.8%	2,850	56	2.0%
Utilities	20,360	22,000	22,000	0	0.0%	22,440	440	2.0%
Taxes	414	500	500	0	0.0%	510	10	2.0%
Miscellaneous	1,517	1,100	1,100	0	0.0%	1,122	22	2.0%
Purchased transportation	4,932,025	5,412,179	5,412,179	0	0.0%	5,412,179	0	0.0%
Total Other Expenses	4,995,167	5,465,073	5,464,779	294	0.0%	5,466,131	1,058	0.0%
Subtotal	5,149,277	5,592,488	5,592,340	148	0.0%	5,594,399	1,911	0.0%
<b>Total</b>	<b>\$ 29,320,811</b>	<b>\$ 30,526,068</b>	<b>\$ 31,269,545</b>	<b>\$ (743,476)</b>	<b>-2.3%</b>	<b>\$ 32,544,296</b>	<b>\$ 2,018,228</b>	<b>6.6%</b>

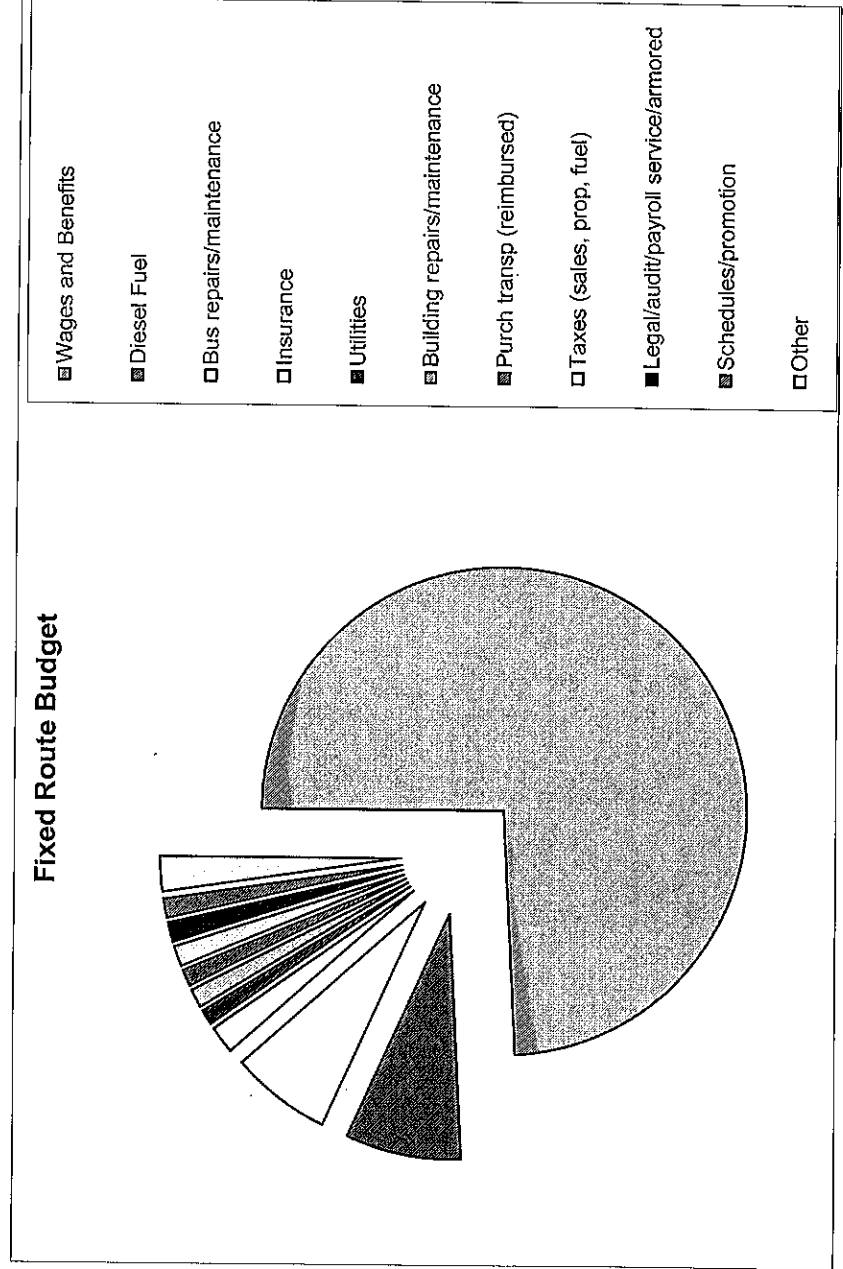
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2012 BUDGET- OPERATING REVENUES**

Category	ACTUAL FY 2010	EST/ACT FY 2011	APPROVED BUDGET FY 2011	EST/ACT over(under) Budget		PROPOSED BUDGET FY 2012	Variances over(under)	
				Amount	% Var		FY 2011 Estimated	Actual
				Amount +/-(-)	% +/-(-)		Amount +/-(-)	% +/-(-)
<b>Fixed Route</b>								
Fare revenue	3,310,669	3,300,000	3,399,503	(99,503)	-2.9%	3,366,829	66,829	2.0%
Special service revenue	865,163	770,372	749,620	20,752	2.8%	791,063	20,691	2.7%
Advertising revenue	512,096	482,500	482,500	-	0.0%	530,000	47,500	9.8%
Non-Operating rev	198,369	148,500	148,500	-	0.0%	148,500	-	0.0%
FTA Section 5303	60,000	-	30,000	(30,000)	-100.0%	-	-	-
FTA Preventive Maintenance	3,862,285	1,568,249	1,935,317	(367,068.0)	-19.0%	4,257,792	2,689,543	171.5%
Federal Stimulus		807,311	1,107,398	(300,087)	-27.1%		(807,311)	-100.0%
MTC Preventive Maintenance		827,797	827,797	-	0.0%		(827,797)	-100.0%
STA Augmentation Fund		770,457	770,457	-	0.0%		(770,457)	-100.0%
STA Pop		2,218,251	2,218,251	-	0.0%		89,861	4.1%
TDA 4.0	10,124,143	9,041,540	9,495,765	(454,225)	-4.8%	10,566,010	1,524,470	16.9%
Measure C/J	3,277,336	3,245,322	2,994,109	251,213	8.4%	3,384,871	139,549	4.3%
BART Express Funds	514,243	616,358	616,358	-	0.0%	556,311	(60,047)	-9.7%
Dougherty Valley revenue	228,589	183,000	68,100	114,900	168.7%	225,000	42,000	23.0%
Other Local Grants	80,451	20,000	20,000	-	0.0%	20,000	-	0.0%
RM 2/Other- Express	559,429	559,429	559,429	-	0.0%	145,339	(414,090)	-74.0%
Lifeline-CCTA (STA/JARC)	814,460	374,496	254,101	120,395	47.4%	650,070	275,574	73.6%
<b>Subtotal</b>	<b>24,407,233</b>	<b>24,933,582</b>	<b>25,677,205</b>	<b>(743,623)</b>	<b>-2.9%</b>	<b>26,949,897</b>	<b>2,016,315</b>	<b>8.1%</b>
<b>Paratransit</b>								
Fare revenue	579,981	573,594	590,802	(17,208)	-2.9%	573,594	-	0.0%
Advertising revenue	3,372	1,000	-	1,000	0.0%	0	(1,000)	-100.0%
Non-Operating revenue	143	300	300	-	0.0%	300	-	0.0%
FTA Section 5307	997,258	732,526	732,526	-	0.0%	761,827	29,301	4.0%
TDA 4.5	615,595	464,173	464,173	-	0.0%	655,865	191,692	41.3%
TDA 4.0	1,847,543	1,846,692	1,922,586	(75,894)	-3.9%	1,589,910	(256,782)	-13.9%
Measure C/J	904,450	922,475	830,224	92,251	11.1%	959,374	36,899	4.0%
STA Paratransit & Rev based		881,728	881,728	-	0.0%	883,529	1,801	0.2%
Other Grants								
BART ADA Service/Other	200,935	170,000	170,000	-	0.0%	170,000	-	0.0%
<b>Subtotal</b>	<b>5,149,277</b>	<b>5,592,488</b>	<b>5,592,340</b>	<b>149</b>	<b>0.0%</b>	<b>5,594,399</b>	<b>1,911</b>	<b>0.0%</b>
<b>Total</b>	<b>\$ 29,556,510</b>	<b>\$ 30,526,070</b>	<b>\$ 31,269,545</b>	<b>\$ (743,475)</b>	<b>-2.4%</b>	<b>\$ 32,544,296</b>	<b>\$ 2,018,226</b>	<b>6.6%</b>

# FY 2012 Fixed Route Budget

Rounded to the nearest \$10,000

Wages and Benefits	\$ 19,440,000	73.6%
Diesel Fuel	2,640,000	10.0%
Bus repairs/maintenance	1,630,000	6.2%
Insurance	380,000	1.4%
Utilities	270,000	1.0%
Building repairs/maintenance	76,000	0.3%
Purch transp (reimbursed)	50,000	0.2%
Taxes (sales, prop, fuel)	260,000	1.0%
Legal/audit/payroll service/armored	380,000	1.4%
Schedules/promotion	160,000	0.6%
Other	1,114,000	4.2%
	<b>\$ 26,400,000</b>	<b>100.0%</b>





**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
STAFFING**

Position Type	FY 06	FY 07	FY 08	FY 09	FY 2010	FY 2011	FY 2012
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
Transportation							
Transportation administration	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Training	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Transit Supervisor/Dispatcher	12.0	12.0	12.0	10.0	10.0	10.0	10.0
Full-time runs	17.0	17.0	17.0	15.0	15.0	15.0	15.0
Part-time runs	140.0	143.0	152.0	128.0	128.0	125.0	125.0
Full-time stand-by (Protection)	18.0	19.0	16.0	12.0	12.0	12.0	12.0
Full-time stand-by (Protection)	39.0	39.0	42.0	38.0	38.0	35.0	35.0
Total Transportation	197.0	201.0	210.0	178.0	178.0	172.0	172.0
<b>Total Transportation</b>	<b>214.0</b>	<b>218.0</b>	<b>227.0</b>	<b>193.0</b>	<b>193.0</b>	<b>187.0</b>	<b>187.0</b>
Maintenance							
Maintenance administration	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Facilities	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Mechanic, Level V	10.0	10.0	10.0	10.0	10.0	10.0	10.0
Mechanic, Level IV	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Mechanic, Level III	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Mechanic, Level II	7.0	7.0	7.0	7.0	7.0	7.0	7.0
Mechanic, Level I	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Bus service workers	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Bus service workers	10.0	10.0	10.0	10.0	10.0	10.0	10.0
Total Maintenance	29.0	29.0	29.0	29.0	29.0	29.0	29.0
<b>Total Maintenance</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>
General Administration							
General Administration	4.5	4.5	5.5	5.5	5.5	4.5	4.0
Stores & Procurement	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Stores workers	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Finance	6.0	6.0	5.0	6.0	6.0	5.0	5.0
Human Resources	3.0	3.0	3.0	3.0	2.0	2.0	2.0
Marketing	3.0	3.0	3.0	3.0	3.0	3.0	2.0
Customer service	10.0	10.0	8.5	6.5	6.5	6.5	6.0
Planning/Scheduling/MIS	7.0	7.0	8.0	7.0	6.0	7.0	8.0
Subtotal in full time equivalents	36.5	36.5	36.0	34.0	32.0	31.0	30.0
<b>Fixed Route Ope Total</b>	<b>289.5</b>	<b>293.5</b>	<b>302.0</b>	<b>266.0</b>	<b>264.0</b>	<b>257.0</b>	<b>256.0</b>
Paratransit	3.0	3.0	3.0	2.0	2.0	2.0	2.0
<b>Total Operations</b>	<b>292.5</b>	<b>296.5</b>	<b>305.0</b>	<b>268.0</b>	<b>266.0</b>	<b>259.0</b>	<b>258.0</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY2012 Revenue Source Utilization**

	Anticipated Revenue	Anticipated Utilization	Difference
<b>Fixed Route</b>			
Fare revenue	\$ 3,366,829	3,366,829	0
Special service revenue	791,063	791,063	0
Advertising Revenue	530,000	530,000	0
Non-Operating revenue	148,500	148,500	0
FTA Section 5303	0	0	0
FTA Preventive Maintenance	4,257,792	4,257,792	0
Fed Stimulus/Preventive Maintenance	0	0	0
MTC Preventive Maintenance	0	-	0
STA Augmentation Fund	0	-	0
STA Pop	2,308,112	2,308,112	0
TDA 4.0	12,826,590	10,566,010	2,260,580
Measure J	3,384,871	3,384,871	0
BART Express Funds	556,311	556,311	0
Dougherty Valley grants	225,000	225,000	0
Other Local Grants	20,000	20,000	0
RM2- Express	145,339	145,339	0
Lifeline-CCTA	650,070	650,070	0
<b>Total Fixed Route Operating Revenue</b>	<b>\$ 29,210,477</b>	<b>\$ 26,949,897</b>	<b>\$ 2,260,580</b>
<b>Paratransit</b>			
Fare revenue	\$ 573,594	573,594	0
Advertising Revenue	-	-	0
Non-operating revenue	300	300	0
FTA Section 5307	761,827	761,827	0
TDA 4.5	655,865	655,865	0
TDA 4.0	-	1,589,910	(1,589,910)
Measure J	959,374	959,374	0
STA Paratransit	883,529	883,529	0
Other Grants	-	-	0
BART ADA Service/other	170,000	170,000	0
<b>Total Paratransit Operating Revenue</b>	<b>\$ 4,004,489</b>	<b>\$ 5,594,399</b>	<b>\$ (1,589,910)</b>
<b>Capital Program</b>			
TDA 4.0	0	0	0
<b>Increase (Decrease) to TDA reserve</b>		<b>\$ 670,670</b>	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY2012 CAPITAL PROGRAM**

	Funding Source				Total
	Fed	State Bridge Tolls	State Bonds	Local	
Revenue Fleet (10 Fixed route buses, 8 Paratransit)	\$ 6,172,816	\$ 56,000	\$ 1,463,184	\$	\$ 7,692,000
Facility Maintenance and Modernization		244,000	3,508,367	\$	\$ 3,752,367
Intelligent Transit System	320,671		576,994	\$	\$ 897,665
<b>Total</b>	<b>6,493,487</b>	<b>300,000</b>	<b>5,548,545</b>	<b>-</b>	<b>\$ 12,342,032</b>

Note: \$897,665 for the Intelligent Transit System is left over funding from prior years' projects. The other projects depend upon the sale of state bonds, the bridge toll allocation process and the federal authorization. If the revenue is not forthcoming then these projects will not move forward.

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
TEN YEAR FORECAST In \$ Thousands**

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
<b>Revenue Hours</b>	<b>216,000</b>	<b>216,000</b>	<b>216,000</b>	<b>216,000</b>	<b>216,000</b>	<b>216,000</b>	<b>216,000</b>	<b>216,000</b>	<b>216,000</b>	<b>216,000</b>	<b>216,000</b>
1 Passenger Fares	3,300	3,367	3,838	3,915	3,993	4,552	4,643	4,736	5,399	5,507	5,617
2 Special Fares	770	791	811	831	852	873	895	917	940	964	988
3 Advertising	483	530	550	570	584	599	614	629	645	661	678
4 Investment & Other	149	149	153	153	153	153	153	153	153	153	153
5 FTA Sec 8 Planning	-	-	-	-	-	-	-	-	-	-	-
6 FTA Preventive Maintenance	1,568	4,258	382	390	397	405	413	422	430	439	447
7 Federal Stimulus- Preventive Maintenance	807	-	-	-	-	-	-	-	-	-	-
8 MTC Preventive Maintenance Reserve	828	-	-	-	-	-	-	-	-	-	-
9 MTC STA Augmentation fund	770	-	-	-	-	-	-	-	-	-	-
10 STA Population	2,218	2,308	2,366	2,425	2,486	2,548	2,611	2,677	2,744	2,812	2,883
11 TDA 4.0	9,042	10,566	13,758	14,151	15,020	14,947	15,353	15,769	15,627	16,052	16,488
12 Measure J	3,245	3,385	3,527	3,675	3,830	3,983	4,142	4,308	4,480	4,659	4,846
13 BART Express Funds	616	556	573	590	608	626	645	664	684	705	726
14 Dougherty Valley dev fees/other	183	225	325	506	25	25	25	25	25	25	25
15 Other Local Grants	20	20	20	20	20	20	20	20	20	20	20
16 RM2/Meas J- Express	559	145	145	145	145	145	145	145	145	145	145
17 Lifeline-CC County	374	650	486	500	515	531	547	563	580	597	615
<b>18 Total Fixed Route Operating Revenue</b>	<b>24,934</b>	<b>26,950</b>	<b>26,934</b>	<b>27,871</b>	<b>28,629</b>	<b>29,407</b>	<b>30,207</b>	<b>31,028</b>	<b>31,872</b>	<b>32,740</b>	<b>33,631</b>
<b>19 Operating Expenses w/o contingency</b>	<b>24,934</b>	<b>26,400</b>	<b>26,934</b>	<b>27,871</b>	<b>28,629</b>	<b>29,407</b>	<b>30,207</b>	<b>31,028</b>	<b>31,872</b>	<b>32,740</b>	<b>33,631</b>
% increase in expenses	3.2%	5.9%	2.0%	3.5%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%
<b>20 Operating expense contingency</b>	<b>\$ -</b>	<b>\$ 550</b>									
<b>21 Total Fixed Route Operating Expenses</b>	<b>24,934</b>	<b>26,950</b>	<b>26,934</b>	<b>27,871</b>	<b>28,629</b>	<b>29,407</b>	<b>30,207</b>	<b>31,028</b>	<b>31,872</b>	<b>32,740</b>	<b>33,631</b>
<b>Revenue Hours</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>
22 Passenger Fares	574	574	631	650	669	736	758	781	859	885	912
23 Advertising revenue	1	-	781	800	820	841	862	883	906	928	951
24 FTA Section 5307	733	762	781	742	779	818	855	893	933	975	1,019
25 TDA 4.5	464	656	698	742	779	818	855	893	933	975	1,019
26 TDA 4.0	1,847	1,590	1,796	1,825	1,862	1,852	1,892	1,933	1,919	1,959	1,999
27 Measure J	922	959	998	1,038	1,079	1,122	1,167	1,214	1,262	1,313	1,365
28 STA Paratransit & Rev based	882	884	906	928	951	975	1,000	1,025	1,050	1,076	1,103
29 Bart ADA service	170	170	175	180	186	191	197	203	209	215	222
<b>30 Total Paratransit Operating Revenue</b>	<b>5,592</b>	<b>5,594</b>	<b>5,984</b>	<b>6,163</b>	<b>6,347</b>	<b>6,536</b>	<b>6,731</b>	<b>6,932</b>	<b>7,139</b>	<b>7,352</b>	<b>7,572</b>
<b>31 Total Paratransit Operating Expenses</b>	<b>5,592</b>	<b>5,594</b>	<b>5,984</b>	<b>6,163</b>	<b>6,347</b>	<b>6,536</b>	<b>6,731</b>	<b>6,932</b>	<b>7,139</b>	<b>7,352</b>	<b>7,572</b>
% increase in expenses	8.6%	0.0%	7.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
<b>32 Total CCCTA Operating Budget</b>	<b>\$ 30,526</b>	<b>\$ 32,544</b>	<b>\$ 32,918</b>	<b>\$ 34,034</b>	<b>\$ 34,976</b>	<b>\$ 35,943</b>	<b>\$ 36,938</b>	<b>\$ 37,961</b>	<b>\$ 39,012</b>	<b>\$ 40,092</b>	<b>\$ 41,202</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**TEN YEAR FORECAST In \$ Thousands**  
*In \$Thousands*

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
33 Capital Revenue											
34 Federal	\$ -	\$ 6,173	\$ 4,585	\$ 37,504	\$ 305	\$ 3,139	\$ -	\$ 206	\$ 670	\$ 707	\$ -
35 Prop 1B STA rev based	-	2,132	-	1,619	-	-	-	-	-	-	-
36 Prop 1B STA pop based	-	2,723	799	1,331	-	-	-	-	-	-	-
37 Lifeline- 1B pop based bonds	-	-	-	900	-	-	-	-	-	-	-
38 State Transportation- 1B security	117	117	117	117	117	117	117	117	117	117	117
39 Bridge Toll revenues	-	300	344	2,790	23	245	-	17	52	54	-
40 Prior yr leftover funding	-	898	1,982	-	-	-	-	-	-	-	-
41 TDA 4.0	187	-	-	-	-	-	-	-	-	-	-
42 To be Determined	-	-	2,780	3,097	1,409	1,785	986	1,176	1,572	807	322
<b>43 Total Capital Revenue</b>	<b>304</b>	<b>12,342</b>	<b>10,607</b>	<b>47,358</b>	<b>1,854</b>	<b>5,285</b>	<b>1,103</b>	<b>1,516</b>	<b>2,411</b>	<b>1,684</b>	<b>439</b>

44 Capital	\$ 304	\$ 12,342	\$ 10,607	\$ 47,358	\$ 1,854	\$ 5,285	\$ 1,103	\$ 1,516	\$ 2,411	\$ 1,684	\$ 439
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***This forecast includes:  
Removal of FY 2011 fixed route bus purchase and convert the \$5,468,748 fed to preventive maint for 2011 and 2012  
Unfunded capital projects from FY 2013-2021***

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
TDA RESERVE

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021
<b>TDA RESERVE</b>											
45 Beginning Balance	\$ 3,267	\$ 4,810	\$ 5,481	\$ 3,588	\$ 2,119	\$ 473	\$ (329)	\$ (858)	\$ (1,091)	\$ (382)	\$ 683
46 Estimated TDA 4.0 Allocation	\$ 12,618	\$ 12,827	\$ 13,660	\$ 14,507	\$ 15,236	\$ 15,996	\$ 16,716	\$ 17,468	\$ 18,254	\$ 19,076	\$ 19,934
	3.6%	1.7%	6.5%	6.2%	5.0%	5.0%	4.5%	4.5%	4.5%	4.5%	4.5%
<b>TDA 4.0 Needed for Operations and Capital:</b>											
47 Used for Fixed route operations	(9,042)	(10,566)	(13,758)	(14,151)	(15,020)	(14,947)	(15,353)	(15,769)	(15,626)	(16,051)	(16,487)
48 Used for Paratransit operations	(1,847)	(1,590)	(1,796)	(1,825)	(1,862)	(1,852)	(1,892)	(1,933)	(1,919)	(1,959)	(1,999)
49 TDA used for Operations	(10,888)	(12,156)	(15,554)	(15,975)	(16,882)	(16,799)	(17,245)	(17,702)	(17,545)	(18,010)	(18,486)
50 Used for capital program	(187)	-	-	-	-	-	-	-	-	-	-
<b>51 Ending TDA Reserve</b>	<b>\$ 4,810</b>	<b>\$ 5,481</b>	<b>\$ 3,588</b>	<b>\$ 2,119</b>	<b>\$ 473</b>	<b>\$ (329)</b>	<b>\$ (858)</b>	<b>\$ (1,091)</b>	<b>\$ (382)</b>	<b>\$ 683</b>	<b>\$ 2,131</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**TEN YEAR CAPITAL PROGRAM**  
*In \$Thousands*

Programs	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Non Revenue Fleet	\$ 57	\$ -	\$ 206	\$ 111	\$ -	\$ 104	\$ 182	\$ 70	\$ -	\$ 294	\$ -	1,025
Revenue Fleet	-	7,692	5,728	46,496	388	4,076	-	276	863	893	-	66,412
Facility Maintenance & Modernization	117	3,752	503	286	1,191	696	726	744	1,263	242	254	9,772
Pacheco Transit Hub			3,500									3,500
Information Technology	100	898	155	121	70	209	80	202	85	85	55	2,060
Maintenance Equipment & Tools	30	-	425	235	155	85	65	100	150	100	50	1,395
Office Furniture and Equipment	-	-	90	109	50	116	50	123	50	70	80	738
<b>Total Capital Program</b>	<b>304</b>	<b>12,342</b>	<b>10,607</b>	<b>47,358</b>	<b>1,854</b>	<b>5,285</b>	<b>1,103</b>	<b>1,516</b>	<b>2,411</b>	<b>1,684</b>	<b>439</b>	<b>84,902</b>
Total Fixed-Route	304	11,630	9,630	47,358	1,466	1,209	1,103	1,239	1,548	791	439	76,718
Total Paratransit	-	712	976	-	388	4,076	-	276	863	893	-	8,185
\$	\$ 304	\$ 12,342	\$ 10,607	\$ 47,358	\$ 1,854	\$ 5,285	\$ 1,103	\$ 1,516	\$ 2,411	\$ 1,684	\$ 439	\$ 84,902

Funding Source	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Fed 5307	-	6,173	4,585	37,504	305	3,139	-	206	670	707	-	53,287
Fed CMAQ	-	-	-	-	-	-	-	-	-	-	-	-
Other Fed	-	-	-	-	-	-	-	-	-	-	-	-
Transportation Development Act	187	-	-	-	-	-	-	-	-	-	-	187
State Transportation- 1B rev based	-	2,132	-	1,619	-	-	-	-	-	-	-	3,751
State Transportation- 1B pop based	-	2,723	799	1,331	-	-	-	-	-	-	-	4,853
Lifeline- 1B pop based bonds	-	-	-	900	-	-	-	-	-	-	-	900
State Transportation- 1B security	117	117	117	117	117	117	117	117	117	117	117	1,286
Bridge Toll Revenue	-	300	344	2,790	23	245	-	17	52	54	-	3,823
Prior Yr Pacheco funding	-	-	1,982	-	-	-	-	-	-	-	-	1,982
Left over funds- fed/state bond	-	898	-	-	-	-	-	-	-	-	-	898
To be Determined	-	-	2,780	3,097	1,409	1,785	986	1,176	1,572	807	322	13,935
<b>Total Capital Revenue</b>	<b>304</b>	<b>12,342</b>	<b>10,607</b>	<b>47,358</b>	<b>1,854</b>	<b>5,285</b>	<b>1,103</b>	<b>1,516</b>	<b>2,411</b>	<b>1,684</b>	<b>439</b>	<b>84,902</b>

Revenue Fleet replacements												
# Fixed Route vehicles	10	7	7	64	3	42		4	8	6		81
# Paratransit vehicles	8	10										81

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**DETAILED BUDGET**

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
<b>FIXED ROUTE</b>						
Wages, Operators	7,179,059	7,132,516	7,218,334	(85,818)	7,132,516	-
Wages, Operator/trainer	13,978	25,000	25,000	-	25,000	-
Wages, Trans Admin	887,738	874,331	842,013	32,318	878,935	4,604
Wages, Scheduling	106,129	107,700	104,238	3,462	68,953	(38,747)
Wages, Maint Admin	377,261	374,249	368,088	6,161	375,501	1,252
Wages, Building Maint.	244,756	250,000	239,529	10,471	252,668	2,668
Wages, Customer Service	332,951	330,000	323,777	6,223	313,925	(16,075)
Wages, Promotion	184,741	165,000	183,796	(18,796)	127,574	(37,426)
Wages, EE Services	128,592	129,000	128,241	759	130,303	1,303
Wages, Finance	341,663	310,000	311,660	(1,660)	316,707	6,707
Wages, Safety & Trng	129,029	131,000	130,211	789	131,229	229
Wages, General Admin	552,614	437,000	465,412	(28,412)	438,666	1,666
Wages, Admin Bonus	1,250	1,250	-	1,250	-	(1,250)
Wages, Board	22,600	23,600	26,400	(2,800)	26,400	2,800
Wages, Planning	355,814	350,000	299,940	50,060	377,907	27,907
Wages, Service Workers	339,815	330,000	400,407	(70,407)	381,665	51,665
Wages, Serv Wrkr Bonus	800	4,000	-	4,000	4,000	-
Wages, Mechanics	927,235	928,000	1,012,996	(84,996)	959,316	31,316
Wages, Mechanic Bonus	4,650	4,650	-	4,650	4,650	-
<b>Total Wages</b>	<b>12,130,675</b>	<b>11,907,296</b>	<b>12,080,042</b>	<b>(172,746)</b>	<b>11,945,915</b>	<b>38,619</b>
Sick, Operators	270,355	324,966	263,794	61,172	324,966	-
Sick, Trans Admin	38,725	31,000	26,845	4,155	31,141	141
Sick, Scheduling	2,718	2,300	3,708	(1,408)	1,659	(641)
Sick, Maint Admin	5,513	4,300	8,593	(4,293)	4,325	25
Sick, Building Maint.	5,040	3,048	7,201	(4,153)	3,022	(26)
Sick, Customer Svc	9,454	8,400	18,538	(10,138)	8,655	255
Sick, Promotion	5,644	4,000	6,441	(2,441)	4,162	162
Sick, EE Services	8,043	3,000	4,500	(1,500)	3,039	39
Sick, Finance	8,990	9,200	10,956	(1,756)	9,269	69
Sick, Safety & Trng	4,809	4,025	4,632	(607)	3,860	(165)
Sick, General Admin	16,556	13,500	10,846	2,654	14,996	1,496
Sick, Planning	8,347	12,300	10,408	1,892	14,163	1,863



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**DETAILED BUDGET**

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
Sick, Service Workers	13,766	4,800	5,418	(618)	5,253	453
Sick, Mechanics	19,630	20,000	23,336	(3,336)	23,372	3,372
<b>Total Sick Pay</b>	<b>417,590</b>	<b>444,839</b>	<b>405,216</b>	<b>39,623</b>	<b>451,882</b>	<b>7,043</b> <b>2%</b>
Holiday, Operators	353,996	341,226	345,600	(4,374)	341,226	-
Holiday, Trans Admin	41,480	40,800	41,117	(317)	40,873	73
Holiday, Scheduling	5,713	6,000	5,705	295	5,804	(196)
Holiday, Maint Admin	17,170	21,000	19,831	1,169	19,960	(1,040)
Holiday, Building Maint.	10,146	12,000	12,309	(309)	12,681	681
Holiday, Customer Svc	10,242	11,070	12,155	(1,085)	11,782	712
Holiday, Promotion	10,675	8,600	8,686	(86)	5,587	(3,013)
Holiday, EE Services	5,728	6,900	6,908	(8)	6,997	97
Holiday, Finance	20,739	16,000	16,680	(680)	16,934	934
Holiday, Safety & Trng	9,444	7,000	7,126	(126)	7,126	126
Holiday, General Admin	30,235	25,000	23,562	1,438	23,562	(1,438)
Holiday, Planning	16,450	19,000	15,966	3,034	20,371	1,371
Holiday, Service Workers	16,532	17,000	19,236	(2,236)	18,649	1,649
Holiday, Mechanics	47,746	48,000	51,287	(3,287)	51,368	3,368
<b>Total Holiday Pay</b>	<b>596,296</b>	<b>579,596</b>	<b>586,168</b>	<b>(6,572)</b>	<b>582,920</b>	<b>3,324</b> <b>1%</b>
Vacation, Operators	447,533	515,039	526,006	(10,967)	515,000	(39)
Vacation, Trans Admin	58,359	66,718	65,638	1,080	67,010	292
Vacation, Scheduling	8,559	9,667	9,508	159	6,382	(3,285)
Vacation, Maint Admin	28,287	31,820	31,604	216	31,820	-
Vacation, Building Maint.	16,250	18,699	19,689	(990)	18,827	128
Vacation, Customer Svc	16,856	19,960	22,739	(2,779)	20,146	186
Vacation, Promotion	13,414	11,763	15,009	(3,246)	11,026	(737)
Vacation, EE Services	8,816	10,453	9,814	639	11,292	839
Vacation, Finance	23,064	24,763	24,603	160	27,110	2,347
Vacation, Safety & Trng	10,667	11,873	11,877	(4)	11,877	4
Vacation, General Admin	33,047	37,152	38,586	(1,434)	38,424	1,272
Vacation, Planning	17,804	21,734	19,379	2,355	29,266	7,532
Vacation, Service Wrkrs	21,775	23,777	23,476	301	24,043	266
Vacation, Mechanics	65,881	74,868	75,198	(330)	78,466	3,598
<b>Total Accrued Vacation</b>	<b>770,312</b>	<b>878,286</b>	<b>893,126</b>	<b>(14,840)</b>	<b>890,689</b>	<b>12,403</b> <b>1%</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
DETAILED BUDGET

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
Abs Pay, Operators	54,773	57,000	50,064	6,936	57,000	-
Abs Pay, Trans Admin	1,944	500	3,218	(2,718)	1,781	1,281
Abs Pay, Scheduling	649	79	445	(366)	165	86
Abs Pay, Maint Admin	1,011	1,100	1,546	(446)	864	(236)
Abs Pay, Building Maint.	3,887	4,000	960	3,040	549	(3,451)
Abs Pay, Customer Svc	1,748	1,000	953	47	494	(506)
Abs Pay, Promotion	1,877	1,000	773	227	297	(703)
Abs Pay, EE Services	1,227	500	540	(40)	304	(196)
Abs Pay, Finance	1,373	1,300	1,315	(15)	741	(559)
Abs Pay, Safety & Trng	-	500	555	(55)	309	(191)
Abs Pay, General Admin	781	800	1,861	(1,061)	1,033	233
Abs Pay, Planning	-	832	1,249	(417)	885	53
Separation Pay/Benefits	13,823	19,419	-	19,419	-	(19,419)
Abs Pay, Service Wrkrs	-	500	1,250	(750)	364	(136)
Abs Pay, Mechanics	-	500	1,445	(945)	445	(55)
<b>Total Absence Pay</b>	<b>83,093</b>	<b>89,030</b>	<b>66,174</b>	<b>22,856</b>	<b>65,231</b>	<b>(23,799)</b>
FICA, Operators	99,199	101,331	100,866	465	101,400	69
FICA, Trans Admin	12,189	12,116	13,036	(920)	13,629	1,513
FICA, Scheduling	1,711	1,792	1,792	0	1,203	(589)
FICA, Maint Admin	1,968	1,996	1,906	90	1,906	(90)
FICA, Building Maint.	3,775	3,991	3,867	124	3,984	(7)
FICA, Customer Service	5,556	5,347	5,483	(137)	5,148	(199)
FICA, Promotion	3,030	3,222	3,113	109	2,155	(1,067)
FICA, EE Services	2,225	2,624	2,175	449	2,203	(421)
FICA, Finance	4,825	4,374	4,442	(69)	4,523	149
FICA, General Admin	8,740	6,000	6,522	(521)	6,522	521
FICA, Board Members	1,729	3,031	4,518	(1,487)	2,020	(1,011)
FICA, Planning	5,358	3,713	2,020	1,693	6,418	2,705
FICA, Service Workers	5,026	4,833	5,325	(492)	5,679	846
FICA, Mechanics	10,448	10,352	12,493	(2,141)	11,817	1,465
<b>Total FICA/Medicare</b>	<b>165,780</b>	<b>164,722</b>	<b>167,558</b>	<b>(2,836)</b>	<b>168,605</b>	<b>3,883</b>
PERS-RET, Operators	608,040	599,555	621,867	(22,312)	630,300	30,745
PERS-RET, Trans Admin	80,765	81,550	82,183	(633)	84,911	3,361

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**DETAILED BUDGET**

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
PERS-RET, Scheduling	7,305	9,050	10,351	(1,301)	7,233	(1,817)
PERS-RET, Maint Admin	50,565	56,260	49,050	7,210	50,871	(5,389)
PERS-RET, Bldg Maint.	21,837	24,700	24,744	(44)	26,577	1,877
PERS-RET, Cstmr Svc	42,548	35,350	31,667	3,683	30,949	(4,401)
PERS-RET, Promotion	20,853	18,100	21,322	(3,222)	16,302	(1,798)
PERS-RET, EE Services	16,085	17,500	16,079	1,421	16,763	(737)
PERS-RET, Finance	37,573	37,500	37,548	(48)	39,401	1,901
PERS-RET, Sfty & Trng	17,888	19,000	18,334	666	18,865	(135)
PERS-RET, Gen Admin	58,050	42,600	53,179	(10,579)	54,935	12,335
PERS-RET, Planning	29,017	31,650	36,101	(4,451)	48,428	16,778
GM-457 Retirement	7,212	7,500	7,500	-	7,500	-
PERS-RET, Service Wrkr	27,268	26,700	36,173	(9,473)	36,551	9,851
PERS-RET, Mechanics	87,717	86,500	94,862	(8,362)	97,028	10,528
<b>Total Retirement</b>	<b>1,112,723</b>	<b>1,093,515</b>	<b>1,140,960</b>	<b>(47,445)</b>	<b>1,166,614</b>	<b>73,099</b>
Medical, Operators	698,135	676,247	700,920	(24,673)	668,300	(7,947)
Medical, Trans Admin	67,331	73,512	74,948	(1,436)	77,156	3,644
Medical, Scheduling	11,513	9,471	9,471	-	9,471	-
Medical, Maint Admin	15,128	14,877	14,877	-	14,877	-
Medical, Building Maint.	31,788	36,929	28,860	8,069	36,801	(128)
Medical, Customer Svc	15,684	17,002	14,571	2,431	18,520	1,518
Medical, Promotion	22,653	22,114	17,932	4,182	22,114	-
Medical, EE Services	4,036	1,645	3,949	(2,304)	-	(1,645)
Medical, Finance	33,232	30,622	30,979	(357)	30,367	(255)
Medical, Safety & Trng	8,367	7,592	7,592	-	7,592	-
Medical, General Admin	53,407	57,493	46,016	11,477	63,969	6,476
Medical, Retirees	(157,748)	98,658	110,250	(11,592)	111,984	13,326
Medical, Planning	36,762	33,882	30,759	3,123	33,882	-
Medical, Service Workers	108,444	112,232	123,140	(10,908)	145,024	32,792
Medical, Mechanics	212,838	226,966	233,966	(7,000)	275,546	48,580
Medical Admin Charge	9,700	11,155	13,000	(1,845)	11,602	446
Vision Plan, Admin	(32)	-	-	-	-	-
OPEB benefits	-	136,342	113,750	22,592	123,016	(13,326)
<b>Total Medical</b>	<b>1,171,236</b>	<b>1,566,739</b>	<b>1,574,980</b>	<b>(8,241)</b>	<b>1,650,221</b>	<b>83,481</b>
						<b>5%</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**DETAILED BUDGET**

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
Dental, Operators	198,890	196,188	202,458	(6,270)	199,100	2,912
Dental, Trans Admin	20,719	21,691	21,287	404	22,353	662
Dental, Scheduling	2,883	2,989	2,956	33	2,321	(668)
Dental, Maint Admin	5,281	5,475	5,412	63	5,658	183
Dental, Building Maint.	5,736	6,818	6,048	770	7,045	227
Dental, Customer Svc	8,355	8,663	8,565	98	8,952	289
Dental, Promotion	3,839	3,631	3,590	41	3,751	120
Dental, EE Services	3,501	3,127	3,590	(463)	3,231	104
Dental, Finance	5,282	5,217	5,791	(574)	5,391	174
Dental, Safety & Trng	1,236	1,281	1,267	14	1,324	43
Dental, General Admin	7,288	6,887	7,870	(983)	7,045	158
Dental, Planning	5,446	6,117	6,066	51	6,320	203
<b>Total Dental</b>	<b>268,457</b>	<b>268,084</b>	<b>274,900</b>	<b>(6,816)</b>	<b>272,492</b>	<b>4,408</b>
WC, Operators	683,427	610,817	593,026	17,791	635,200	24,383
WC, Trans Admin	73,970	66,345	64,413	1,932	69,000	2,655
WC, Scheduling	5,517	5,749	5,582	167	6,000	251
WC, Maint Admin	32,396	28,886	28,045	841	30,000	1,114
WC, Building Maint.	13,217	14,446	14,026	421	15,000	554
WC, Customer Svc	39,009	34,640	33,631	1,009	36,000	1,360
WC, Promotion	16,713	17,737	17,220	517	18,400	663
WC, EE Services	15,975	17,321	16,817	505	18,000	679
WC, Finance	32,396	28,887	28,045	841	30,000	1,113
WC, Safety & Trng	15,975	17,321	16,817	505	18,000	679
WC, General Admin	35,705	31,768	30,842	925	33,000	1,232
WC, Planning	24,294	26,078	25,318	760	27,100	1,022
WC, Service Workers	56,896	50,613	49,139	1,474	52,600	1,987
WC, Mechanics	169,992	151,891	147,467	4,424	158,000	6,109
<b>Total Workers Comp</b>	<b>1,215,482</b>	<b>1,102,500</b>	<b>1,070,388</b>	<b>32,112</b>	<b>1,146,300</b>	<b>43,800</b>
Life, Operators	58,316	62,116	61,310	806	62,000	(116)
Life, Trans Admin	6,680	6,447	6,974	(527)	6,549	102
Life, Scheduling	981	1,071	1,007	64	698	(373)
Life, Maint Admin	3,378	3,592	3,462	130	3,685	93

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
DETAILED BUDGET

	FY 2010 ACT	Est/Act FY 2011	FY 2011	Over	FY 2012	Over (Under)	FY 2011 Est/Actual
		2011	Budget	(Under)	Budget		
Life, Building Maint.	1,884	1,753	2,226	(473)	1,786		33
Life, Customer Svc	2,420	2,893	2,481	412	2,966		73
Life, Promotion	1,697	1,827	1,747	80	1,873		46
Life, EE Services	1,607	1,783	1,648	135	1,827		44
Life, Finance	2,922	3,091	3,081	10	3,168		77
Life, Safety & Trng	1,030	1,073	1,056	17	1,100		27
Life, General Admin	1,870	2,721	5,072	(2,351)	2,808		87
Life, Planning	2,524	2,280	2,979	(699)	3,153		873
<b>Total Life Insurance</b>	<b>85,309</b>	<b>90,646</b>	<b>93,043</b>	<b>(2,397)</b>	<b>91,613</b>		<b>967</b>
SUI, Operators	53,566	72,216	54,096	18,120	72,900		684
SUI, Trans Admin	3,929	5,640	4,186	1,454	5,642		2
SUI, Scheduling	644	868	644	224	868		-
SUI, Maint Admin	1,610	2,170	1,610	560	2,170		-
SUI, Building Maint.	1,610	2,170	966	1,204	2,170		-
SUI, Customer Svc	2,576	3,400	644	2,756	3,472		72
SUI, Promotion	966	1,050	1,610	(560)	868		(182)
SUI, Safety & Trng	644	868	644	224	868		-
SUI, General Admin	2,898	3,038	2,576	462	3,038		-
SUI, EE Services	644	1,302	1,288	14	868		(434)
SUI, Finance	1,932	2,170	3,220	(1,050)	2,170		-
SUI, Planning	1,241	2,468	6,118	(3,650)	2,604		136
SUI, Service Workers	2,898	3,200	1,610	1,590	4,340		1,140
SUI, Mechanics	5,796	7,500	2,576	4,924	8,246		746
<b>Total SUI</b>	<b>80,955</b>	<b>108,060</b>	<b>81,788</b>	<b>26,272</b>	<b>110,224</b>		<b>2,164</b>
Operator Uniforms	41,857	48,000	50,000	(2,000)	48,000		-
Uniforms - Maint. Pers.	11,526	11,451	12,000	(549)	12,000		549
<b>Total Uniforms</b>	<b>53,383</b>	<b>59,451</b>	<b>62,000</b>	<b>(2,549)</b>	<b>60,000</b>		<b>549</b>
Operator Medical Exams	9,450	12,885	15,000	(2,115)	15,000		2,115
Emp Assistance Prog.	14,171	10,792	15,000	(4,208)	15,000		4,208
TC - Parking	-	-	-	-	-		-
Cafeteria Plan- Admin	149,017	151,458	152,008	(550)	169,145		17,687
Cafeteria Plan-ATU	498,390	549,549	497,280	52,269	593,500		43,951

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**DETAILED BUDGET**

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
Mechanic Tool Allowance	12,864	14,000	14,000	-	14,000	-
Wellness Program	20,312	16,132	14,000	2,132	23,000	6,868
Substance Abuse Prog.	5,599	10,066	10,000	66	10,000	(66)
Ergonomics/W/C Prog	650	-	700	(700)	-	-
<b>Total Other Benefits</b>	<b>710,453</b>	<b>764,882</b>	<b>717,988</b>	<b>46,894</b>	<b>839,645</b>	<b>74,763</b>
<b>Total Benefits</b>	<b>6,731,068</b>	<b>7,210,350</b>	<b>7,134,289</b>	<b>76,061</b>	<b>7,496,435</b>	<b>286,085</b>
<b>Total Wages and Benefits</b>	<b>18,861,743</b>	<b>19,117,646</b>	<b>19,214,331</b>	<b>(96,685)</b>	<b>19,442,350</b>	<b>324,704</b>
Management Services	821	20,000	25,000	(5,000)	25,000	5,000
Agency Fees	66	-	300	(300)	300	300
In-Service Monitoring	1,264	6,000	6,000	-	6,000	-
Mobility Services	13,796	25,000	30,000	(5,000)	26,000	1,000
Trans. Printing/Reproduc.	5,045	5,000	13,390	(8,390)	5,000	-
Recruitment	4,108	6,015	7,500	(1,485)	8,000	1,985
Schedules/Graphics	73,989	61,030	95,000	(33,970)	60,000	(1,030)
Promotions	81,685	93,844	94,000	(156)	104,000	10,156
Legal Fees	236,102	280,000	280,000	-	280,000	-
Auditor Fees	38,000	39,000	39,000	-	39,000	-
Freight In and Out	5,647	6,500	8,000	(1,500)	7,500	1,000
Bid and Hearing Notices	1,351	1,200	1,200	-	1,300	100
Service Development	10,627	10,000	10,000	-	40,000	30,000
Section 8 Planning	-	10,000	10,000	-	-	(10,000)
Bank service charge	42	50	-	50	-	(50)
Financial services	6,360	-	350	(350)	10,000	10,000
Retail service charge	98	7	6,000	(5,993)	-	(7)
Temporary Help-All depts	-	-	10,000	(10,000)	-	-
Temp Help-Tran Admin	1,188	-	2,400	(2,400)	-	-
Temporary Help-HR	676	-	-	-	12,000	12,000
Payroll Services	42,524	46,000	49,000	(3,000)	49,000	3,000
SVR-Differential/Radiator	31,873	32,117	32,000	117	33,000	883
SVR-Transmission	58,408	92,500	90,000	2,500	80,000	(12,500)
SVR-Upholstery/Glass	2,122	10,775	34,100	(23,325)	30,000	19,225
SVR-Towing	11,571	9,062	10,000	(938)	10,000	938

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

## DETAILED BUDGET

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
SVR-Engine Repair	188,967	189,000	190,000	(1,000)	190,000	1,000
SVR-Body Repair	97,547	99,197	100,000	(803)	100,000	803
Emission controls	44,885	71,425	91,000	(19,575)	84,700	13,275
Phone Maint. Services	8,289	8,413	10,000	(1,587)	10,000	1,587
Support Vehicle maint	9,272	13,281	14,000	(719)	14,000	719
Clever Devices/rideck maint	78,126	148,455	141,000	7,455	150,000	1,545
Real Time Bus exp					50,000	50,000
IT Supplies/replacements	18,145	23,503	25,000	(1,497)	25,000	1,497
Office Equipment Maint.	7,970	20,000	20,000	-	20,000	-
Building Maint. Service	61,588	85,404	93,000	(7,596)	93,000	7,596
Landscape Service	38,624	42,766	48,000	(5,234)	48,000	5,234
IT Contracts	82,289	83,402	77,000	6,402	112,000	28,598
Radio Maint. Service	41,408	44,423	45,600	(1,177)	45,600	1,177
Facility Maint.	1,053	-	-	-	-	-
IT Consulting	-	8,425	10,000	(1,575)	10,000	1,575
RED Support Expense	10,330	7,955	15,000	(7,045)	10,000	2,045
Contract Cleaning Service	2,900	2,950	3,000	(50)	3,000	50
Waste Removal	11,285	11,718	13,000	(1,282)	13,000	1,282
Hazardous Waste	53,880	56,464	59,000	(2,536)	59,000	2,536
Armored Transport	15,329	16,752	16,800	(48)	16,800	48
Fire Monitoring	3,086	4,110	5,000	(890)	5,000	890
Security Services	74,550	78,854	82,000	(3,146)	80,000	1,146
Other Services	3,836	2,598	1,500	1,098	3,000	402
<b>Total Services</b>	<b>1,480,720</b>	<b>1,773,195</b>	<b>1,913,140</b>	<b>(139,945)</b>	<b>1,968,200</b>	<b>195,005</b>
Diesel Fuel	1,394,891	1,797,574	1,880,000	(82,426)	2,638,000	840,426
Oils and Lubricants	66,721	58,376	60,000	(1,624)	60,000	1,624
Gasoline	27,517	30,469	33,500	(3,031)	40,000	9,531
Tires and Tubes	212,124	206,452	214,252	(7,800)	200,400	(6,052)
Safety Supply	6,056	4,439	1,500	2,939	4,400	(39)
Transportation Supplies	10,872	12,000	12,548	(548)	12,000	-
BART Relief Tickets	58,345	60,000	61,000	(1,000)	60,000	-
CSS-Soaps	7,640	12,534	14,000	(1,466)	14,000	1,466
CSS-Solvents	2,352	4,000	8,800	(4,800)	7,500	3,500

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**DETAILED BUDGET**

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
CSS-Cleaning	3,385	4,467	6,500	(2,033)	6,000	1,533
CSS-Safety	5,902	6,379	7,000	(621)	7,000	621
CSS-Antifreeze	3,217	5,839	6,000	(161)	6,000	161
CSS-Gases	4,945	6,940	8,000	(1,060)	8,000	1,060
Oil Analysis	9,500	17,500	17,500	-	17,500	-
Equipment/Garage Exp.	18,916	22,070	25,000	(2,930)	25,000	2,930
Coach Repair Parts	604,968	527,760	525,000	2,760	597,000	69,240
Shelter/Bus Stop Supply	2,055	10,773	15,000	(4,227)	15,000	4,227
Janitorial Supplies	18,961	14,374	18,000	(3,626)	17,500	3,126
Lighting Supply	3,008	4,451	4,000	451	10,000	5,549
Building Repair Supply	28,332	29,587	30,000	(413)	30,000	413
Landscape Supply	1,675	2,821	3,500	(679)	3,500	679
Office Supplies-Maint.	2,887	4,158	5,000	(842)	4,500	342
Obsolete Parts Write-Off	556	502	-	502	-	(502)
Tickets, Passes, Xfrs	22,869	16,293	27,000	(10,707)	20,000	3,707
Supplies - Offsites	2,343	2,328	2,500	(172)	2,500	172
Personnel Office Supply	191	1,000	2,000	(1,000)	1,000	-
Computer Supplies	1,770	1,925	-	1,925	2,000	75
Office Supplies-Administration	15,549	17,000	18,500	(1,500)	17,680	680
Postage	11,970	12,000	16,000	(4,000)	13,000	1,000
Safety Contingency Plans	1,159	1,445	5,000	(3,555)	5,000	3,555
Training Supply	2,418	3,941	6,000	(2,059)	6,000	2,059
Contracts & Grants Supply	-	6,000	-	6,000	6,000	-
Supplies- IC	5,494	7,219	8,000	(781)	8,000	781
<b>Total Materials &amp; Supplies</b>	<b>2,558,585</b>	<b>2,912,616</b>	<b>3,041,100</b>	<b>(128,484)</b>	<b>3,864,480</b>	<b>951,864</b>
Pacific Gas and Electric	194,574	197,000	190,000	7,000	198,000	1,000
Contra Costa Water Dist.	19,486	20,957	24,000	(3,043)	22,000	1,043
Telephone Svc - Concord	15,259	23,502	20,000	3,502	25,000	1,498
Telephone-Cellular	17,128	20,476	21,000	(524)	28,000	7,524
<b>Total Utilities</b>	<b>246,446</b>	<b>261,935</b>	<b>255,000</b>	<b>6,935</b>	<b>273,000</b>	<b>11,065</b>
Physical Damage	14,487	34,795	32,887	1,908	90,802	56,007
Property Premiums	27,822	32,703	33,207	(504)	33,684	981



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
DETAILED BUDGET

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
Other Premiums	10,325	10,325	11,330	(1,005)	10,635	310
UST Insurance	6,469	9,053	6,406	2,647	9,506	453
Liability Premiums	269,594	226,509	257,293	(30,784)	152,340	(74,169)
Liability Losses	73,233	80,000	82,400	(2,400)	82,400	2,400
Other Losses	703	-	-	-	-	-
<b>Total Insurance</b>	<b>402,634</b>	<b>393,385</b>	<b>423,523</b>	<b>(30,138)</b>	<b>379,366</b>	<b>(14,019)</b>
Property Tax	9,620	10,992	11,000	(8)	11,000	8
Licenses / Registrations	1,687	1,000	2,700	(1,700)	1,000	-
Fuel Storage Tank Fees	12,570	13,745	14,000	(255)	14,000	255
Use and Other Taxes	7,846	7,288	10,000	(2,712)	8,000	712
Sales Tax	244,327	253,041	280,000	(26,959)	230,000	(23,041)
<b>Total Taxes</b>	<b>276,051</b>	<b>286,066</b>	<b>317,700</b>	<b>(31,634)</b>	<b>264,000</b>	<b>(22,066)</b>
Equipment Leases	4,670	7,000	7,000	-	7,000	-
Radio Site Lease-Diablo	28,529	31,677	31,000	677	31,000	(677)
<b>Total Leases</b>	<b>33,200</b>	<b>38,677</b>	<b>38,000</b>	<b>677</b>	<b>38,000</b>	<b>(677)</b>
Business Expense- Tran	68	-	-	-	-	-
Business Expense-admin	249	400	400	-	400	-
Board Travel	1,730	2,000	2,000	-	15,150	13,150
Staff Travel	10,560	15,000	18,000	(3,000)	18,000	3,000
Business Expense-Fin	194	500	500	-	500	-
CTA Dues	14,522	12,325	15,000	(2,675)	13,000	675
Other Memberships	645	-	-	-	-	-
Business Expense	835	1,000	500	500	1,000	-
Training / Subs-Gm	934	4,000	4,000	-	4,000	-
Misc exp	6,268	5,500	5,600	(100)	5,600	100
Employee Functions	25,786	25,000	25,000	-	25,000	-
APTA Dues	(3,000)	33,000	26,000	7,000	33,000	-
Employee Awards	3,390	3,500	-	3,500	3,500	-
Departing Emp gifts	404	708	-	708	1,200	492
Paypal fees	1,123	2,037	3,000	(963)	2,500	463
Newsletter Expense	1,118	89	1,200	(1,111)	400	311

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
DETAILED BUDGET

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
<b>Total Miscellaneous</b>	<b>64,825</b>	<b>105,059</b>	<b>101,200</b>	<b>3,859</b>	<b>123,250</b>	<b>18,191</b> <b>17%</b>
St Marys shuttle	41,089	45,000	60,000	(15,000)	47,250	2,250
DVC transit Ctr	906	-	-	-	-	-
Monument shuttle	205,334	-	-	-	-	-
<b>Total Purchased Transportation</b>	<b>247,329</b>	<b>45,000</b>	<b>60,000</b>	<b>(15,000)</b>	<b>47,250</b>	<b>2,250</b> <b>5%</b>
<b>Total Other Operating Expense</b>	<b>5,309,790</b>	<b>5,815,933</b>	<b>6,149,663</b>	<b>(333,730)</b>	<b>6,957,546</b>	<b>1,141,613</b> <b>20%</b>
Contingency			313,212	(313,212)	550,000	550,000

<b>TOTAL FIXED ROUTE EXPENSES</b>	<b>24,171,534</b>	<b>24,933,578</b>	<b>25,677,205</b>	<b>(743,626)</b>	<b>26,949,897</b>	<b>2,016,319</b> <b>8.1%</b>
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<b>Paratransit</b>						
Wages	102,876	89,006	84,863	4,143	84,222	(4,784)
Sick Wages	5,316	437	2,982	(2,545)	3,180	2,744
Holiday Pay	6,538	3,288	4,540	(1,252)	4,540	1,252
Vacation Pay	6,846	6,665	6,643	22	7,244	579
Absence pay	-	-	358	(358)	199	199
Cafeteria Plan	4,577	4,800	4,800	-	4,800	-
FICA	1,735	1,685	1,441	244	1,441	(244)
PERS	13,458	7,031	8,322	(1,291)	8,664	1,633
Medical	8,264	11,676	10,932	744	10,932	(744)
Vision Plan- Admin	32	-	-	-	-	-
Dental	2,080	1,305	1,248	57	1,324	19
Life Insurance	1,375	859	787	72	853	(6)
SUI	1,013	664	644	20	868	204
Agency Fees/Public Info	6,898	2,000	2,000	-	2,040	40
Promotions	6,898	500	500	-	510	10
Legal Fees	218	5,000	5,000	-	5,100	100
Bid/Hearing Notices	416	-	-	-	-	-
Temporary Help	2,138	-	-	-	-	-
Building Maint Services	4,224	5,000	5,000	-	5,100	100

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**DETAILED BUDGET**

	FY 2010 ACT	Est/Act FY 2011	FY 2011 Budget	Over (Under)	FY 2012 Budget	Over (Under) FY 2011 Est/Actual
Software Maint Services	2,546	-	-	-	-	-
Radio Maint Services	13,096	14,000	14,000	-	14,280	280
Office Supply, PTF	4,417	2,794	2,500	294	2,850	56
Gas and Electric	18,131	20,000	20,000	-	20,400	400
Cell Phone	2,229	2,000	2,000	-	2,040	40
Sales Tax	414	500	500	-	510	10
Purchased Trans-LINK	4,707,580	5,201,029	5,201,029	-	5,201,029	-
Purchased Trans-BART	224,445	211,150	211,150	-	211,150	-
Training / Subscriptions	395	600	600	-	612	12
Other Misc Expenses	774	500	500	-	510	10
Employee Functions	348	-	-	-	-	-
<b>Total Paratransit</b>	<b>5,149,277</b>	<b>5,592,488</b>	<b>5,592,340</b>	<b>148</b>	<b>5,594,399</b>	<b>1,911</b>
						<b>0%</b>
<b>TOTAL CCCTA</b>	<b>29,320,811</b>	<b>30,526,067</b>	<b>31,269,545</b>	<b>(743,478)</b>	<b>32,544,296</b>	<b>2,018,229</b>
						<b>6.6%</b>

# The County Connection

To: A&F Committee

Date: June 1, 2011

From: Kathy Casenave *KC*  
Director of Finance

Reviewed By: *Paul*

**SUBJECT: Third Party Administrator for Workers Compensation Claims**

## SUMMARY OF ISSUES:

The Authority is self-insured for the first \$250,000 for each workers compensation claim and is a member of the Local Agency Excess Workers Compensation Pool (LAWCX) for coverage over the SIR. The vast majority of our claims do not pierce the self-insured layer.

The Authority contracts with a third party administrator to handle the claims. The current contract began in July 2006 with Hazelrigg Risk Management Services (later acquired by CorVel, Inc.). The contract is set to expire on June 30, 2011, although CorVel has agreed to a one month extension.

Staff has been very pleased with CorVel's claims handling and a recent claims audit was also very positive. LAWCX requires (and pays for) a bi-annual audit of all its members. The latest audit by Helling & Associates, dated April 21, 2011, gave a 91% rating to CorVel. To quote a portion of the audit summary:

*"CorVel continues to provide very good workers' compensation claims administration for the Authority. We were again specifically impressed by the well-organized files, extensive file notes and summaries, low caseloads and the supervisor's review of the files.*

*We were also impressed by the claims examiner's handling of some aspects of litigation instead of automatically referring a case to defense counsel when the claimants retained representation. This has certainly reduced the legal expenses for the Authority"*

## FEES FOR SERVICE:

Staff has negotiated a 5% decrease in the administrative fee with a 2% annual increase (the current contract has a 3% increase). The attached sheet shows the pricing for various services CorVel provides and also a comparison with the pricing for two Bay Area members of LAWCX who use different third party administrators.

## FINANCIAL IMPLICATIONS:

The administrative fee will decrease by 5%. The other fees associated with workers comp claims vary depending upon the number of claims and the type of medical review necessary, if any.

**ACTION REQUESTED:** Staff recommends that the A&F Committee approve entering into a new three year contract at the prices set forth on the attached sheet.

**ATTACHMENTS:** Fee comparison

## FEE COMPARISON

	CorVel	TPA 1	TPA 2
<b>1</b> Annual Administration fee	\$68,431	\$128,340	\$460,720
# of claims	73 (includes 45 claims per yr)	153	440
5% increase requested by TPA 1		\$134,757	
<b>2</b> Bill review			
Standard Official medical fee schedule	10% <i>of savings</i>	12% <i>of savings</i>	\$3.00 per header / \$1.00 per line
Preferred Provider Organization	10% <i>of savings</i>	28% <i>of savings</i>	20% <i>of savings</i>
Negotiated & hospital/surgical bill audits	10% <i>of savings</i>	28% <i>of savings</i>	16% <i>of savings</i>
<b>3</b> Utilization Review and Nurse Case Management services			
Utilization Review	Per Hr \$100 per review	Per Hr \$65/\$145	
Telephonic Case Management	\$85	\$95	Not negotiated; billed on case by case basis
Field Nurse Case Management	\$100	\$95	
Peer Review	\$125	\$200	

*The County Connection*

## Inter Office Memo

**TO:** A & F Committee**DATE:** May 18, 2011**FROM:** Rick Ramacier  
General Manager*R. Ramacier***SUBJECT:** CCCTA Investment Policy – Quarterly Reporting Requirement

Attached please find CCCTA's Quarterly Investment Policy Reporting Statement for the quarter ending March 31, 2011.

This certifies that the portfolio complies with the CCCTA Investment Policy and that CCCTA has the ability to meet the pool's expenditure requirements (cash flow) for the next six (6) months.

# CCCTA

## BANK CASH AND INVESTMENT ACCOUNTS (ROUNDED OFF TO NEAREST \$)

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FINANCIAL INST	C	TYPE	PURPOSE	PER BANK DEC2010	PER BANK MARCH 2011	PER BOOK MARCH 2011
<b>FIXED ROUTE</b>						
First Republic Bank		CHECKING	A/P General Account-Fixed Route	\$ 253,116	\$ 894,696	\$ 777,632
First Republic Bank		CHECKING	PAYROLL	\$ 102,931	\$ 98,565	\$ 96,959
First Republic Bank		CHECKING	CAPITAL PURCHASES	\$ 558,273	\$ 586,750	\$ 586,750
First Republic Bank		CHECKING	WORKER'S COMP-CORVEL	\$ 24,325	\$ 27,955	\$ (17,861)
First Republic Bank		CHECKING	PASS SALES	\$ 140	\$ 45,133	\$ 45,133
First Republic Bank		Money Market	Prop-1B Safety & Security	\$ 81,306	\$ 81,356	\$ 81,384
First Republic Bank		Money Market	Prop-2B Safety & Security	\$ 117,011	\$ 117,083	\$ 117,083
First Republic Bank		CHECKING	PAYPAL-PASS SALES	\$ 2,996	\$ 6,788	\$ 6,788
			<b>TOTAL</b>	<b>\$ 1,140,099</b>	<b>\$ 1,858,325</b>	<b>\$ 1,693,867</b>
<b>PARATRANSIT</b>						
First Republic Bank		CHECKING	CAPITAL PURCHASES	\$ 3,517	\$ 3,518	\$ 3,518
First Republic Bank		CHECKING	A/P General Account-Paratransit	\$ 597,075	\$ 207,974	\$ 206,541
			<b>TOTAL</b>	<b>\$ 600,592</b>	<b>\$ 211,492</b>	<b>\$ 210,059</b>
<b>LAIF POOL</b>						
LAIF ACCOUNT		INT-INVEST	OPERATING FUNDS	\$ 4,872,742	\$ 3,037,007	\$ 3,037,007
LAIF ACCOUNT		INT-INVEST	Fixed Route Bus Purchase	\$ 39,823	\$ 39,869	\$ 39,869
LAIF ACCOUNT		INT-INVEST	Pacheco Transit Center	\$ 768,838	\$ 769,721	\$ 769,721
LAIF ACCOUNT		INT-INVEST	DVC TransCenter	\$ 1,178,801	\$ 843,614	\$ 843,614
LAIF ACCOUNT		INT-INVEST	Martinez Stop Project	\$ -	\$ 67,115	\$ 67,115
LAIF ACCOUNT		INT-INVEST	RETIREE MEDICAL	\$ 448	\$ 449	\$ 449
LAIF ACCOUNT		INT-INVEST	SAFE HARBOR LEASE RESERVE	\$ 1,422,817	\$ 1,424,451	\$ 1,424,451
			<b>TOTAL</b>	<b>\$ 8,283,469</b>	<b>\$ 6,182,225</b>	<b>\$ 6,182,226</b>
<b>CCCTA EMPLOYEE</b>						
First Republic Bank	7	INT CHECK	EMPLOYEE FITNESS FUND	\$ 13,013	\$ 13,989	\$ 13,989
			<b>TOTAL</b>	<b>\$ 13,013</b>	<b>\$ 13,989</b>	<b>\$ 13,989</b>
<b>GRAND TOTAL</b>				<b>\$ 10,037,173</b>	<b>\$ 8,266,031</b>	<b>\$ 8,100,141</b>

This is to certify that the portfolio above complies with the CCCTA Investment Policy and that CCCTA has the ability to meet its expenditures( cash flow) for the next six months.

*Rick Ramacier*

Rick Ramacier, General Manager

Date: 5/25/11

To: A & F Committee

Date: May 31, 2011

From: J. Scott Mitchell  
Director of Maintenance

Reviewed By: *Smith*

**SUBJECT: Pacheco Transit Hub**

CCCTA has been working on the Pacheco Transit Hub in partnership with CCTA TRANSPC and the City of Martinez. The secured funding sources for this project are:

- 1) \$978,963 from CCTA
- 2) \$1,089,000 from RM2
- 3) \$800,000 from a PTMISEA Bond  
\$2,867,963

The current status of this project is that it is approximately 80% complete in the design and engineering phase.

In 2006 CCCTA hired Nolte Associates, Inc. with an original contract for Design and Engineering for an amount of \$92,900. In January 2007 Amendment #1 was passed to increase the contract by \$33,150 for additional expenses in project management, signal design and a project study report. In March 2007 Amendment #2 was passed to increase the contract by \$50,000 for Project Management data collection, storm water report, PSE (Plans-Specs and Engineering), Caltrans meetings and camera infrastructure design. In December 2009 Amendment #3 was passed to increase the contract by \$49,798 for Project Management Drainage reports, soil report and final PSE.

We have reached the Board authorized limit of \$225,848 on the Nolte Associates, Inc. contract. Nolte Associates, Inc. has requested an additional \$65,000 in order to complete the design and engineering phase.

CCCTA staff is not seeking additional spending authorization at this time.

The other partners are very interest in seeing this project completed. CCCTA staff is currently in discussion with CCTA and Martinez City staff to transfer the project to one of these entities.

**FINANCIAL IMPLICATIONS:**

**RECOMMENDATIONS:**

None. Informational only.

**ACTION REQUESTED:**