

# 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  
Small Committee Room  
Thursday, September 29, 2011  
9:00 a.m.

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

1. Adoption of Agenda (Action)
2. Public Communication
3. Summary Minutes of September 1, 2011 A&F Committee Meetings\* (Review/Action)
4. History & Comparison of CCCTA Work Groups-Wages/Benefits\* (Review/Action)
5. Caltip JPA Revised Agreement\* (Review/Action)
6. Revised Forecast\* (Review/Action)
7. Legal Services Statement, July 2011 General \*\* (Review/Action)
8. Review of Vendor Bills, September 2011\*\* (Review)
9. Adjournment

\*Enclosure

A&F Committee Members

\*\*Enclosure for Committee Members

Al Dessayer, Candace Andersen and Rob Schroder

### 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  
Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

Administration and Finance Committee  
Summary Minutes  
September 1, 2011

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

Board of Director Al Dessayer  
Board of Director Gregg Manning  
Board of Director Jack Weir

Staff: General Manager Rick Ramacier  
Director of Finance Kathy Casenave  
Director of Transportation Bill Churchill  
Sr. Human Resource Manager Lisa Rettig  
Legal Counsel Pat Glenn

Guests: Andrew Brown, Vice President and Sr. Investment Mgr, HighMark Capital  
Management  
Lauren Mushetto, Client Services Coordinator, PARS

1. Adoption of the Agenda- Approved.
2. Public Communication- None.
3. Summary Minutes of September 1, 2011- Approved.
4. Closed Session: Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)- The committee members met with Pat Glen, Esq. in closed session and reported in open session that no decisions had been made.
5. PARS OPEB Trust- Mr. Brown reported that \$450,000 was deposited in the trust in June 2010 and \$131,000 deposited in June 2011. The earnings as of June 30 were \$38,754, a 7.9% rate of return. The investment strategy is Moderately Conservative Index Plus. Director Casenave reported that the investment rate of return in the current actuarial report is 7.75%. A new report is due for the FY 2012 period and committee members suggested that two scenarios be prepared- 7.75% and a lower rate of 5%. There was some discussion that because this portfolio is heavily allocated to bonds that the rate of return going forward would be less. When the report is completed, Mr. Brown will be invited back to discuss various investment strategies. No action taken.
6. Investment Policy-Quarterly Reporting Requirement- The committee members reviewed the quarterly report. All investments comply with the investment policy. Approved for Board of Directors consent calendar.

7. Legal Services statement, July 2011 Labor- Approved.
8. Review of Vendor Bills, August 2011- The committee reviewed the vendor bills.
9. Adjournment- The meeting was adjourned. The next meeting will be Thursday, September 29 at 3:00 p.m. at the City of Pleasant Hill offices.

Kathy Casenave

Kathy Casenave, Director of Finance

Inter Office Memo

AGENDA ITEM #4

To: A&amp;F Committee

Date: 9-20-11

From: Lisa Rettig *Lisa Rettig*  
Senior Manager of Human ResourcesReviewed By: *PLK***SUBJECT: History and Comparison of CCCTA Work Groups regarding Wage and Benefits****SUMMARY OF ISSUES:**

Brief historical look at wage and benefit changes to various CCCTA work groups as well as a snapshot comparison to other governmental entities within our service area

**BACKGROUND:**

Prior to 1998 CCCTA was covering the full cost of Kaiser Employee Only coverage for Administrative Employees. As medical benefit premiums began to increase significantly, the Board capped increases to the Authority's health care cost at 6% from the prior year. This was a cap on the Authority's share of the premium and it was set at a maximum of 6% over the Authority's cost for the year prior. As a result of the cap administrative employees absorbed the brunt of the health care cost increases. When premiums began to increase in double digits the Authority was covering a smaller and smaller % of the premium with the employee shouldering more and more of the total premium. In 2007 in an attempt to alleviate some of this burden on the employee CCCTA, chose to start a cafeteria plan for its Administrative employees. In 2007 each Administrative employee was given a sum of \$100 per month in cafeteria money to be used to offset the employee share of the medical premium, or to purchase additional benefits. In 2008 the Cafeteria Plan amount was increased to \$200/month/employee.

In, and around, 2007 CCCTA realized retirees medical benefits represented an unfunded liability of approximately \$14 million. In order to decrease this liability and stay in CalPERS healthcare (this was a Board goal at that time) the Authority fixed the premium split at 60/40. The Authority contribution is fixed at 60% of the 2009 medical premium rates and the employee contributes the remaining 40%. This change resulted in a decrease of the Authorities unfunded liability to approximately \$6.5 million. The Administrative employee group cafeteria plan has remained unchanged since 2008. Additionally the Administrative groups wages have been frozen for three years, since 2009, see Attachment A.

The 2007 contract negotiations with the ATU resulted in a cafeteria plan for this work group as well. The split of the premium was set at 50/50 between the Authority and the employee. Beginning, January 1, 2008 the ATU negotiated cafeteria plan contributions as follows:

Employee Only:	\$190.00 month
Employee +1:	\$250.00 month
Family:	\$350.00 month
No medical:	\$50.00 month

Additionally, the contract states, "The Authority will average the percentage increase in the premiums for the operators' elected coverage level under the two HMO's most commonly selected by the operators. Fifty percent (50%) of the increase in each coverage level will be added to CCCTA's Cafeteria Plan contribution for each coverage level. The remaining portion of the premium increase will be paid by the employee." The current Cafeteria Plan amounts are shown in Attachment B. The most recent ATU MOU freezes cafeteria plan increases for the calendar years 2012 and 2013. The ATU's wages have also been frozen for upcoming two years, see Attachment A.

The Transit Supervisors' work group represented by the Teamsters' also negotiated a cafeteria plan. The premium was set at a 50/50 split beginning 1/1/09 and cafeteria plan contributions were as follows:

Employee Only:	\$215.00/month
Employee +1:	\$265.00/month
Family:	\$340.00/month
No Medical:	\$50.00/month

The Teamsters' MOU has language similar to the ATU regarding the computation of annual increases in the cafeteria plan amounts. The Teamster's during their most recent MOU chose to forgo their wage increases. This resulted in a two year wage freeze. Cafeteria Plan contributions have not been frozen. Current Cafeteria Plan amounts are shown in Attachment B.

The final CCCTA work group is the Mechanics and Service Workers. This group is represented by the IAM and does not participate in CalPERS healthcare. Their medical benefits are administered by the IAM and does not provide retiree healthcare benefits. Therefore there is no unfunded retiree healthcare liability with this work group. This has allowed the authority to cover a greater share of the medical premiums. Currently, the employee pays 2% of the monthly premium towards their healthcare.

In an effort to compare CCCTA to our service area, staff surveyed our member cities and Contra Costa County. The following questions were asked:

1. What increases, if any, have your Administrative/ Management/ Miscellaneous Employee groups received recently?
2. What does the Employee pay for Kaiser Family level coverage?
3. What retirement programs to you participate in and what are the costs?

The summary of the results of this summary are shown in Attachment C-1 and C-2. Additionally, the employee cost for Kaiser Family level coverage is shown graphically in Attachment D. The Employer cost of retirement programs (as a % of payroll) is shown in Attachment E. This is a total of PERS employer rates, Employer pick up of Employee Rates (if applicable), Social Security costs, 457 and 401a contributions.

In summary, CCCTA administrative employees contribute the most toward their healthcare and CCCTA pays the least for the retirement program it provides.

**ACTION REQUESTED**

Staff believes that this information is significant and a benefit for the full Board to have as a point of reference for any future decisions regarding employee wages and benefits.

**Comparison of CCCTA Work Groups, Wage and Cafeteria Increases and Freezes**

<b>Work Group</b>	<b>Year of last Wage Increase/%</b>	<b>Year of Last Cafeteria Increase *</b>
Administration	2009/2%	2008
IAMI	2009/3%	n/a
Teamsters	2009/2.5%	2012
ATU	2010/3%	2011

\*Increase varies due to numerous factors, see attachment B

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Attachment B

### 2011 Monthly Cafeteria Plan Amounts by Employee Group

Coverage Level	Administration	Teamsters	ATU	IAM
Employee Only	\$ 200.00	\$ 258.92	\$ 250.24	n/a
Employee +1	\$ 200.00	\$ 352.82	\$ 370.46	n/a
Employee +2 or more	\$ 200.00	\$ 454.17	\$ 507.60	n/a
No Medical Benefits	\$ 200.00	\$ 50.00	\$ 50.00	n/a



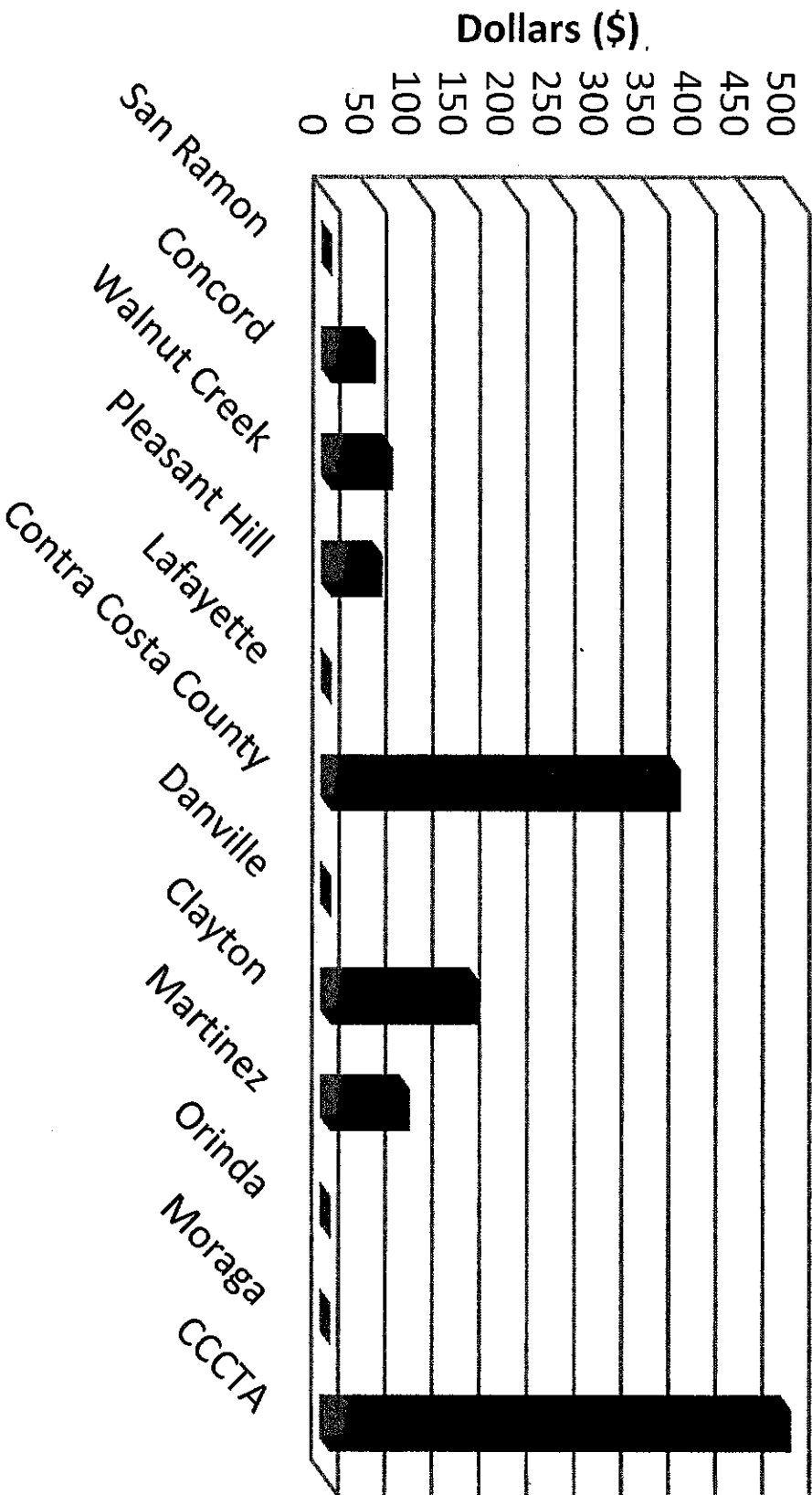
## 2011 Comparison of Benefits and Wage Increases Administration/Management/Miscellaneous Employee Groups

Attachment C-1

<u>Entity</u>	<u>Wage Changes</u>	<u>PERS Retirement</u>	<u>Social Security</u>	<u>Health Benefits - EE Cost</u>	<u>Other/Notes</u>
San Ramon	Freeze since 1/1/09	PERS 2.7%@55 rate: 10.263%	ER No	No cost to employee	PERS EE rate 8%; City pays 7%, EE pays 1%
Concord	Cola, Step and Merit Frozen until further notice, 5% (13 day) furlough	PERS 2.5%@55 Rate 15.305%	ER Yes ER rate 6.2%	EE contributes 50% of health increases in Kaiser rate, currently \$47.35/mo for Kaiser Family	457 ER Contributions and Flexible Spending Benefit suspended in FY 11/12 PERS EE pays 5%, ER pays 3%
Walnut Creek	No Scheduled increases	PERS 2.5%@55 Rate 14.814%	ER No	1% of actual gross earnings General Employees	Retirement Health Savings: ER pays \$125/mo for years 15-25, 457: ER contributes 2% of salary; PERS EE pays: 1.75%, ER pays 5.25%
Pleasant Hill	3/1/11 - 0% cola	PERS 2%@55 ER rate: 12.012%	No	\$55 for Family Coverage	457: EE contributes 4% of monthly salary, ER matches, ER pays 7% EE share of PERS
Clayton	2nd year of unpaid furloughs and frozen salaries	PERS 2%@55 ER rate: 14.178%	No	EE pays for Kaiser: EE only \$0/mo. Family \$159.47/mo.	City picks up EE portion of PERS rate, full 7%
Martinez	Salaries last changed 1/1/2010	PERS 2%@55 rate: 8.894%	ER No	Hired before 1/1/07 do not contribute for health benefits, Hired after 1/1/07 pay: EE only: \$39.08/mo. Family: \$85.14/mo.	\$65/mo. ER contribution to Deferred Compensation, Management Group 1.6% to Deferred Comp
Moraga	1% increase 7/1/11	PERS 2%@60 rate 8.475%	ER No	No cost to employee for Kaiser coverage at any level	PERS EE rate 7%, ER pays 3%, EE pays 4%

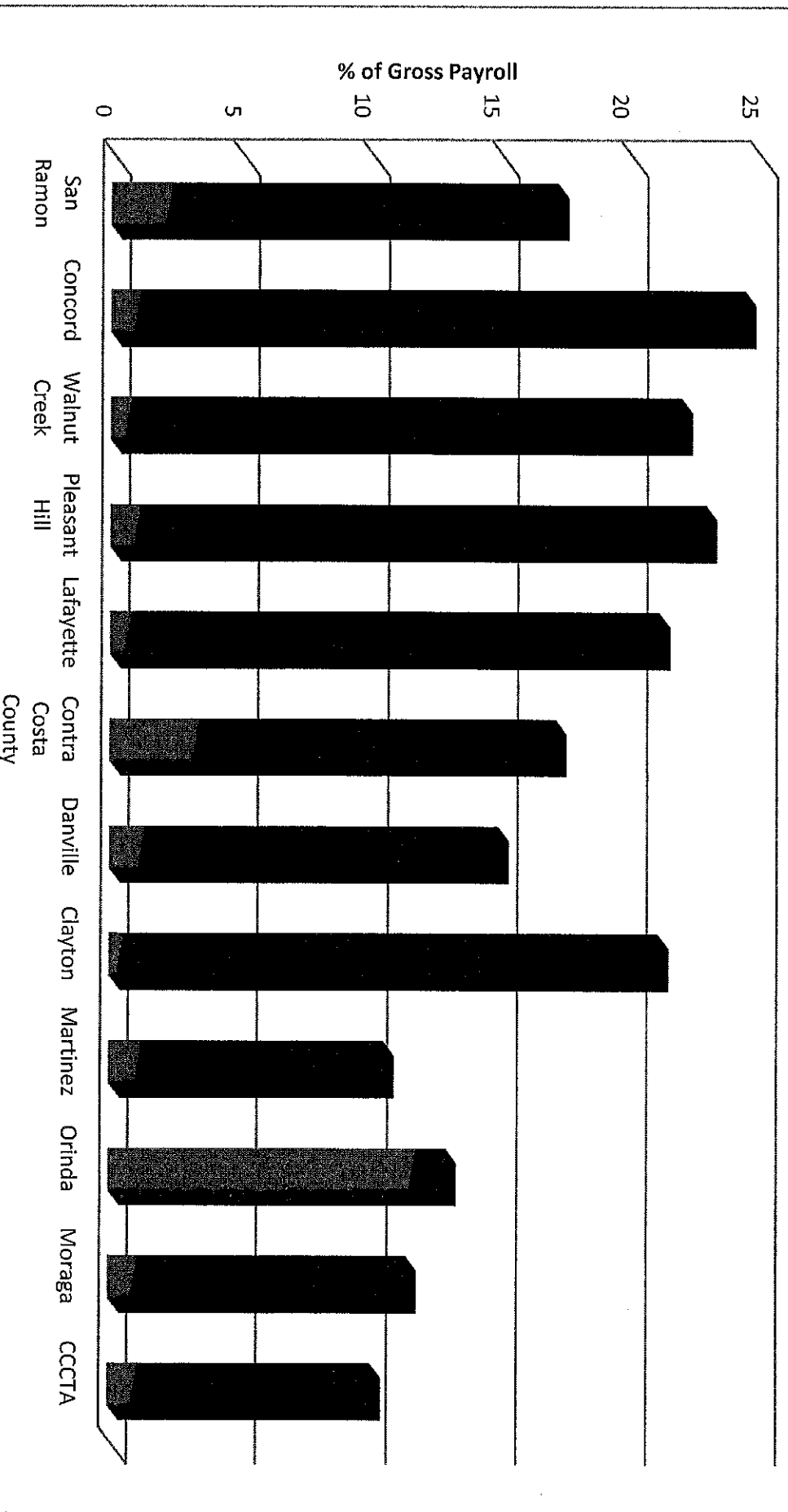
<u>Entity</u>	<u>Wage Changes</u>	<u>PERS Retirement</u>	<u>Social Security</u>	<u>Health Benefits - EE Cost</u>	<u>Other/Notes</u>	<u>Attachment C-2</u>
Contra Costa County		CCERA 2%@55 (PERS reciprocal) ER rate 10-16%	Yes ER rate 6.2%	EE pays for Kaiser: EE only: \$159.50/mo. Family: \$371.65/mo.	ER contributes \$150 per mo. To County Deferred Comp Plan and EE contributes minimum \$25/mo.	
Orinda	No Scheduled increases	No	No	No cost to employee for Kaiser coverage at any level	401a: ER rate 10% of base salary 457: ER matches up top 3% EE contribution	
Lafayette	Frozen for 2 years beginning FY10	No	Yes ER rate 6.2%	ER gives EE amount equal to 15% of base salary towards benefit with remainder to deferred comp. (At minimum city pays for Kaiser Family)	401a: ER contributes 10% of base salary; if EE contributes an additional 5%, the ER matches it. Therefore the total city contribution is 15%	
Danville	Last increase 2008, anticipating increase end of 2011	No	No	No cost to Employee	401a: ER pays 10-15% of gross pay, EE pays 0-5% of gross pay	
CCCTA	Frozen since 2009	PERS 2%@60 rate: 4.874%	ER No	EE pays for Kaiser: EE only: \$65.43/mo. Family: \$490.11/mo.	7% PERS Employee Rate, ER pays 7% for Management and 3.5% for non management	

# Employees Monthly Cost for Kaiser Family Coverage



## Employers Retirement Contributions

Including PERS, 457, 401a, Social Security as Applicable



# The County Connection



To: A&F Committee

Date: September 19, 2011

From: Kathy Casenave *KC*  
Director of Finance

Reviewed By: *PLH*

**SUBJECT: CalTIP JPA revised Agreement**

## BACKGROUND:

Central Contra Costa Transit Authority joined California Transit Systems Joint Powers Authority (CalTIP or Authority) in 1987 to obtain liability coverage and risk management services through jointly pooling resources with the other transit agencies that are members of the Authority. Vehicle coverage and risk management services were added later. CalTIP has provided competitive and stable rates and needed risk management services over the years. CalTIP, as were many other self-insurance pools, was formed in 1987 during a difficult time for public entities to obtain coverage from the insurance market. Although the difficulty of obtaining insurance from the standard markets eventually waned, the coverage provided by the insurance industry usually was not tailored to the specific needs of the public entities and did not provide the tailored risk management services.

## SUMMARY OF ISSUES:

CalTIP was formed with the signing of a joint powers agreement by each of its members. This agreement was drafted in 1987 and has not been changed since. Although the agreement has not changed, CalTIP has. It has added a vehicle physical damage program, a more robust safety and loss control program, a more refined means of accounting for funds, expenses and claims costs. It now participates in a larger public entity self-insurance pool for higher limits of liability. Because of the growth of activities, committees were formed with certain authorities that align with the current activities of the Authority. In addition to CalTIP changing, there have been changes in the laws pertaining to joint powers authorities, such as specifically allowing distribution of excess contributions based on the claims and losses paid and acknowledging that the withdrawal of one member does not cancel the contract as respects to the other signatories or parties to the agreement. In addition, the original joint powers agreement was restrictive in that it provided detailed information on the one program, the liability program, for which the joint powers authority was initially created. It did not specifically recognize the addition of new programs developed to meet the needs of the members. Thus, the Board of Directors of CalTIP believed it was time to update the agreement and reflect the changes that have occurred in the last twenty-four years and have a document that will be responsive to future changes in CalTIP, the legal environment, and its members.

The revised Agreement is attached, along with the original Agreement and a line by line summary of the changes proposed.

## CONCLUSION:

The Agreement was approved by the CalTIP Board of Directors. The next step is for the Agreement to be adopted by the governing bodies of at least three-fourths of the members of CalTIP. Although not all members' adoption is needed, CalTIP believes it best to have all members adopt the amended Agreement. The amendments will bring the Agreement up to date with current laws and best practices within the risk

management joint powers authorities. It will also provide flexibility to the Board of Directors to change its structure and function from time to time as needed. Each member, including Central Contra Costa Transit Authority, has representation on the CalTIP Board of Directors and each director has similar interests in the operations of CalTIP because each member is a transit agency similar to Central Contra Costa Transit Authority.

**OPTIONS:**

1. Forward to the Board recommending adoption of the Revised JPA Agreement.
2. Forward to the Board recommending that the Agreement *not be* adopted.

If 3/4s of the members approve the revised Agreement, then the revised Agreement would be in effect for all members. If the 3/4s requirement is not met, the original JPA agreement would remain in effect.

**ACTION REQUESTED:**

Staff requests that the A&F Committee forward the revised JPA agreement with the recommendation for adoption.

**ATTACHMENTS:** Original JPA Agreement, Proposed Revised JPA Agreement, Comparison of Agreements

**California Transit Systems Joint Powers Authority**  
**Comparison of JPA Agreements – Current versus Proposed**

Current to Proposed:

<b>Current JPA Reference</b>	<b>Changes in Proposed JPA</b>	<b>Proposed JPA Reference</b>
Page 1, Line 6	References parties to the contract as "Properties". This reference has been eliminated.	
Page 1, Lines 11 - 12	Current JPA references Government Code §6502 allowing joint powers agreements. The Proposed JPA references §6500 et seq.	Page 1, Lines 7 - 9
Page 1, Lines 14 - 21	Reference to Government Code §990.4 and §990.8 has been eliminated to recognize the JPA's broader purpose of self-insurance and group purchase beyond just public liability.	Page 1, Lines 11 - 18
Page 1, Line 35	The Proposed JPA eliminates the definition of "Associate Member" because there are no provisions for associate members.	
Page 1, Line 38	The Proposed JPA deletes the word "insurance" from the definition of Authority to emphasize the fact that it is not insurance.	Page 2, Line 9
Page 1, Line 41	The Board of Directors definition was not changed.	Page 2, Line 10
Page 1, Line 43	The Proposed JPA eliminates the definition of "Claim". The word is not used in the document.	
Page 2, Line 1	The Proposed JPA defines "contributions" broader by stating it is all payments excluding amounts within the SIR, interest or penalties paid. This eliminates the monies paid by Program I members for losses within their SIR.	Page 2, Lines 17 - 19
Page 2, Line 4	The Proposed JPA eliminates the definition of "Cost Allocation Plan". The word is not used in the document.	
Page 2, Line 8	The Proposed JPA eliminates the definition of "Deposit". The word is not used in the document.	
Page 2, Line 11	The Proposed JPA eliminates the definition of "Excess Insurance". The word is used in the document in generic terms only.	
Page 2, Line 15	The Proposed JPA eliminates the definition of "Executive Committee". The requirement for an executive committee in the Proposed JPA has been eliminated. The Board is allowed to establish committees.	Page 4, Lines 12 -14
Page 2, Line 18	The Proposed JPA eliminates the definition of "Fiscal Year". The word is not used in the document. "Fiscal Year" is defined in the Bylaws.	
Page 2, Line 21	The Proposed JPA has changed the definition of "Joint Protection Program" by re-labeling it to a "Coverage Program", a more recognizable term in the industry.	Page 2, Lines 11-13
Page 2, Line 24	The Proposed JPA eliminates the definition of "Non-participating Property". The word is not used in the document.	

Current JPA Reference	Changes in Proposed JPA	Proposed JPA Reference
Page 2, Lines 27 - 42	The Proposed JPA has eliminated the use of the word "Properties" and its definition. "Parties" are used in place of the word "Properties" and the limitation to transportation activities will be addressed in the coverage programs. The reference to San Diego Transportation Company has been eliminated.	Page 2, Line 24
Page 2, Line 44	The Proposed JPA eliminates the definition of "Retrospective Adjustment". The word is not used in the document.	
Page 3, Lines 2 - 19	The Article of the Proposed JPA titled "Purpose" is more general than the Current JPA. It does not reference or limit to liabilities incurred under Government Code §990 et seq., but is broader to include property, workers' compensation and even employee benefits.	Page 1, Lines 33 - 45
Page 3, Lines 22 - 28	The "Parties to the Agreement" are essentially unchanged.	Page 2, Line 27 - 32
Page 3, Lines 31 - 35	The Proposed JPA states the day upon commencement of the contract and states termination upon the conditions stated in the "Termination" provision. It also references Government Code §6510 that allows the contract to be ongoing until such time. The original JPA only reference commencement upon two properties signing.	Page 2, Lines 34 -38
Page 4, Lines 2 - 6	The "Creation of Authority" Article is essentially unchanged except as respects the name. The word "insurance" was deleted from the name.	Page 2, Lines 1-5
Page 4, Lines 9 - 34	The Article titled "Powers of Authority" is essentially unchanged in the Proposed JPA except that the Proposed JPA makes it clear that the Authority has the power to assess its members.	Page 3, Lines 1 - 19
Page 4, Line 37 - Page 5, Line 21	The "Responsibilities of the Authority" have been eliminated in the Proposed JPA. This will be left to the Bylaws and the Board to define.	
Page 5, Line 26 – Page 6, Line 11	The Article titled "Responsibilities of the Properties" has been amended by eliminating the required appointment of one to be responsible for risk management. This can be addressed in the Bylaws. The Proposed JPA requires the Parties to abide by the Governing Documents.	Page 3, Lines 36 - 44
Page 5, Line 35	The Proposed JPA also eliminated the requirement that a Party appoint a safety officer or committee. This can be addressed in the Bylaws. The Proposed JPA requires the Parties to abide by the Governing Documents.	Page 3, Lines 36 - 44
Page 5, Line 38	The Proposed JPA eliminates the requirement upon the Properties to maintain records. The records requirements will be addressed in the Coverage Program Documents.	



Current JPA Reference	Changes in Proposed JPA	Proposed JPA Reference
Page 5, Line 42 - Page 6, Line 2	The exact days for payment of invoices is not stated in the Proposed JPA but rather states that they will be paid timely. It also opens the requirement to pay timely to any charge made against the member. Thus, invoices for reimbursement of Self-insured retentions will also be required to be paid promptly. The time of payment can be addressed in the Coverage Programs or the Bylaws.	Page 3, Line 42
Page 6, Line 8	The Proposed JPA requires the members to abide by the Bylaws, etc. as does the current JPA. But the Proposed JPA refers to those documents as the "governing documents".	Page 3, Line 40
Page 6, Line 17 – 18	The Board appointment and duty to govern are the same.	Page 4, Lines 17 - 23
Page 6, Lines 31 - 33	The Proposed JPA does not include cause for appointing a new Director if the Director has missed two consecutive meetings. The appointing Party needs no reason for appointing a new director.	
Page 6, Lines 35 - 42	The Proposed JPA has no provisions for a director or alternate of an associate member. Reference to associate member deleted.	
Page 7, Lines 6 - 11	The Proposed JPA does not specifically address an Executive Committee. The Board has the right to establish committees, including an Executive Committee, either in the Bylaws or by Board action.	Page 4, Lines 12 - 14
Page 7, Line 13 - 43	The Proposed JPA does not specifically state authorities and functions of the Board in detail. Rather it merely states the Board shall govern the affairs of the Authority and shall have the powers of the Authority.	Page 4, Lines 11 - 15
Page 8, Line 8	The Proposed JPA requires the Secretary to keep the minutes of the meetings. The current JPA requires the Board to keep the minutes and distribute to each Property. The Proposed Bylaws will address the distribution of the minutes.	Page 4, Lines 37 - 40
Page 8, Lines 12 - 15	The Proposed JPA is silent as to what constitutes a quorum for the Board. The default of a majority is controlling.	
Page 8, Line 24 – Page 9, Line 13	The Proposed JPA does not include any of the details for an Executive Committee, leaving the Board to decide whether an Executive Committee is needed and how it is to be structured.	
Page 9, Lines 15 - 18	The Proposed JPA does not have a separate section for Joint Protection Programs and does not require them to be specified in the Bylaws. Rather the Proposed JPA provides the Board with the power to create "Coverage Programs" and define them in whatever document is appropriate. Note, however, that the Proposed JPA does not allow the Board to delegate the authority to make programs.	Page 4, Line 31
Page 9, Lines 23 - 24	The Proposed JPA requires the budget to be adopted prior to the fiscal year, a little more precise than the Current JPA.	Page 5, Lines 15 - 16

Current JPA Reference	Changes in Proposed JPA	Proposed JPA Reference
Page 9, Lines 26 - 36	The Proposed JPA only refers to the Treasurer's responsibilities under Government Code Section 6505.5. This section essentially requires the Treasurer to provide all that is in the Current JPA.	Page 5, Lines 7 - 9
Page 9, Line 38 – Page 10, Line 3	The Proposed JPA does not specifically require the Board to have an audit by a CPA. However, the duties of the Treasurer per Section 65050.6, requires the Treasurer to have an audit prepared.	Page 5, Lines 7 - 9
Page 10, Lines 5 - 7	The Proposed JPA does not require a claims audit. A claims audit is specific to a Coverage Program and anticipated to be included in the documentation of such program.	
Page 10, Line 10 - 20	Strict accountability is required under the Proposed JPA as well as the current JPA. However, the Proposed JPA does not require the accounting to be on a full accrual basis.	Page 5, Lines 20 - 22
Page 10, Lines 22 - 24	The Proposed JPA does not comment on the Deposit but leaves that to be stated in the coverage program documents and the Bylaws as appropriate.	
Page 10, Lines 27 – 30	The Proposed JPA does not specifically discuss a Retrospective Adjustment but anticipates this will be addressed in each coverage program.	
Page 10, Line 33 - 40	The Proposed New Parties section does not specifically require payment of a deposit but by requiring the new member to meet all the requirements of the governing documents essentially imposes the same. The Proposed JPA does not specifically give the Board the option of applying additional terms and conditions. But their vote can be so phrased.	Page 5, Lines 26 - 30
Page 11, Line 13 - 18	The Proposed JPA does not provide for a \$25,000 non-refundable deposit.	
Page 11, Line 23 - 28	The Proposed JPA does not provide for a member to drop out if the premium is higher than the estimated. The Coverage Program documents can address excessive costs.	
Page 11, Line 36 - 40	The Proposed JPA requires six months notice of withdrawal from the JPA. If the party wants to rescind that notice of withdrawal, it may do so up to 90 days prior to the date of withdrawal. The current JPA required confirmation of the intent to withdraw 90 days before the effective withdrawal. The three year initial requirement is not changed.	Page 5, Lines 34 - 40
Page 12, Lines 2 - 8	The Proposed JPA does not have a similar Cancellation provision because the ability to cancel ones participation in a specific program is expected to be defined in the coverage program documents. The provisions may vary depending upon the program and whether participation in such program is mandatory or voluntary.	
Page 12, Lines 13 - 16	The Proposed JPA, as does the Current JPA, states that the termination by one party does not terminate the contract as respects the other parties.	Page 6, Lines 9 - 12 and Lines 14 -22

Current JPA Reference	Changes in Proposed JPA	Proposed JPA Reference
Page 12, Lines 18 - 25	The Proposed JPA does not specifically state that a withdrawal does not affect its continuing obligation to a Joint Protection Program. Rather it anticipates this to be addressed in the program documents to which the party has agreed in the JPA to be bound.	Page 6, Lines 14 -23
Page 12, Line 30 - Page 13, Line 2	The Proposed JPA provides for the runoff and provides the Board with the same powers during Termination of the Agreement as the Current JPA.	Page 6, Lines 26 -31
Page 13, Line 9 - 11	Upon termination, the current Agreement requires the Board to distribute any assets to all past and present members within six months of the close of the last claim covered by the Joint Protection Plan. The Proposed JPA leaves it up to the Board to determine when to distribute the funds. But the funds are only distributed to those a party to the agreement within 10 years of termination. Note little funds will be distributed this way because the programs will distribute most of the funds through the retrospective adjustments.	Page 6, Lines 33 - 36
Page 13, Lines 14 - 18	The Proposed JPA does not require the Board to adopt Bylaws but merely provides the Board the authority to adopt Bylaws.	Page 4, Line 29
Page 13, Lines 21 - 37	Indemnification of parties is in essence the same in both the Proposed and Current JPA's.	Page 6, Lines 40 - 44 and Page 7, Lines 1 - 19
Page 14, Lines 2 - 6	The Notice provisions of both JPA's are essentially the same.	Page 7, Lines 23 - 25
Page 14, Lines 9 - 12	The three-fourths approval requirement for amendments to the JPA remains in the Proposed JPA.	Page 7, Line 41
Page 14, Lines 15 - 19	Prohibition against assignment exists in both JPA's.	Page 7, Lines 29 - 31
Page 14, Lines 22 - 25	Agreement Complete exists in both JPA's	Page 8, Lines 3 - 4

**New Provisions in Proposed JPA:**

Proposed JPA Reference	Additional Provisions Not in Current JPA
Page 2 Lines 11 - 13	Definition of Coverage Program rather than Protection Program
Page 2, Lines 20 - 21	Definition of Governing Documents is added.
Page 2, Lines 22 - 23	Definition of member is added.
Page 2, Line 25	Definition of Officer is added.
Page 3, Lines 24 - 31	Defines Governing Documents and establishes a priority of the documents.
Page 4, Lines 3 - 7	A section was added reserving certain powers to the parties.
Page 4, Lines 27 - 33	A section was added forbidding delegation of certain duties by the Board.
Page 6, Line 18	The proposed JPA adds a duty of a withdrawn or expelled member to cooperate in the investigation of claims.
Page 7, Lines 15 - 19	The proposed JPA includes a provision whereby the Authority will defend and indemnify the Board and the Officers of the Authority. This essentially bypasses any terms and conditions in a coverage document as well as eliminate the member's SIR should the coverage come back through an E&O of the member.

JOINT POWERS AGREEMENT  
CREATING  
CALIFORNIA TRANSIT SYSTEMS  
JOINT POWERS INSURANCE AUTHORITY

ORIGINAL EXECUTION COUNTERPART

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1 JOINT POWERS AGREEMENT  
2 CALIFORNIA TRANSIT SYSTEMS  
3 JOINT POWERS INSURANCE AUTHORITY  
4

5 THIS AGREEMENT is made and entered into in the County of Sacramento, State of  
6 California, by and among the California public agencies (referred to as "Properties" or as  
7 "Property"), which have become parties to this agreement by executing a counterpart of it.  
8

9 RECITALS

10  
11 WHEREAS, California Government Code Section 6502 provides that two or more public  
12 agencies may by agreement jointly exercise any power common to the contracting parties; and  
13

14 WHEREAS, California Government Code Section 990.4 provides that a local public  
15 entity may self-insure, purchase insurance through an authorized carrier, or purchase insurance  
16 through a surplus line broker, or any combination of these; and  
17

18 WHEREAS, California Government Code Section 990.8 provides that two or more local  
19 public entities may, by a joint powers agreement, provide insurance for any purpose by any one  
20 or more of the methods specified in Government Code Section 990.4; and  
21

22 WHEREAS, each Property desires to join together with the other Properties for the  
23 purpose of a Joint Protection Program, as defined in this agreement; and  
24

25 WHEREAS, it appears economically feasible and practical for the Properties to do so;  
26

27 NOW, THEREFORE, for and in consideration of all of the mutual benefits, covenants  
28 and agreements contained herein, the Properties agree as follows:  
29

30 ARTICLE 1

31 DEFINITIONS

32  
33 The following definitions shall apply to the provisions of this agreement:  
34

- 35 (a) "Associate Member" shall mean a California nonprofit corporation which  
36 operates a fixed route public transportation service.  
37  
38 (b) "Authority" shall mean the California Transit Systems Joint Powers Insurance  
39 Authority created by this agreement.  
40  
41 (c) "Board of Directors" or "Board" shall mean the governing body of the Authority.  
42  
43 (d) "Claim" shall mean a demand made against a Property which is within the  
44 Authority's Joint Protection Program as developed by the Board of Directors.

1 (e) "Contribution" shall mean the sum of a Property's Deposit and additional  
2 assessments determined by the Cost Allocation Plan for a fiscal year.

3  
4 (f) "Cost Allocation Plan" shall mean the formula, adopted by the Board, to allocate  
5 the costs of losses, expenses and Contributions to a catastrophic fund or other reserve, to  
6 individual Properties.

7  
8 (g) "Deposit" shall mean the amount determined by the Board annually, as necessary  
9 to fund the Joint Protection Program of the Authority.

10  
11 (h) "Excess Insurance" shall mean that insurance which may be purchased by or on  
12 behalf of the Authority to protect the Properties against catastrophic losses or an unusual  
13 frequency of losses during a single year.

14  
15 (i) "Executive Committee" shall mean the Executive Committee of the Board of  
16 Directors of the Authority.

17  
18 (j) "Fiscal Year" shall mean that period of twelve months which is established as the  
19 fiscal year of the Authority by the Board of Directors.

20  
21 (k) "Joint Protection Program" shall mean and include a program or programs of self-  
22 insurance or commercial insurance, or Excess Insurance, or both.

23  
24 (l) "Non-participating Property" shall mean, in regards to a specific Joint Protection  
25 Program, a Property which is not participating in that Joint Protection Program.

26  
27 (m) "Property" or "Properties" shall mean those public agencies organized and  
28 existing under the laws of California and empowered by law to provide public transportation  
29 service, including but not limited to transportation districts, cities, counties, and other local or  
30 regional governmental entities, which have executed this agreement. Public transportation  
31 service includes but is not limited to transportation services of all kinds, including service for the  
32 elderly and handicapped. The Authority may establish Associate Members, by separate  
33 agreement with the Authority, upon approval of the Board of Directors, provided that any  
34 prospective Associate Member shall not affect the financing capabilities or other powers of the  
35 Authority. An Associate Member which executes such agreement with the Authority shall be  
36 deemed to be included within the term Property except as otherwise provided in this agreement.  
37 An Associate Member shall not be considered a party to this agreement within the meaning of  
38 the provisions of California Government Code Section 6500 and following. An Associate  
39 Member shall have all of the responsibilities and obligations of a Property as provided in this  
40 agreement. The Properties hereby agree that the Long Beach Public Transportation Company  
41 and the San Diego Transit Corporation may become Associate Members by executing this  
42 agreement.

43  
44 (n) "Retrospective Adjustment" shall mean the amount, determined by the Cost  
45 Allocation Plan adopted by the Board of Directors, as a Property's share of losses, expenses, and  
46 Contribution to a catastrophe fund or other reserve.

1 ARTICLE 2

2 PURPOSES

3  
4 This Agreement is entered into by the Properties pursuant to the provisions of California  
5 Government Code Sections 990, 990.4, 990.8 and 6500 et seq. in order to provide  
6 comprehensive and economical public liability, workers' compensation, and property coverage,  
7 or coverage for other risks which the Board of Directors may include in a Joint Protection  
8 Program. Additional purposes of this agreement are to reduce the amount and frequency of  
9 losses and decrease the cost incurred by Properties in handling and litigating claims. These  
10 purposes shall be accomplished through the exercise of the powers of the Properties jointly in the  
11 creation of a separate entity, the California Transit Systems Joint Powers Insurance Authority, to  
12 administer Joint Protection Programs for the Properties, to pool their losses and Claims, jointly  
13 purchase commercial and Excess Insurance and administrative and other services, including  
14 claims adjusting, data processing, risk management consulting, loss prevention, legal, and related  
15 services.

16  
17 It is also the purpose of this agreement to provide, to the extent permitted by law, for the  
18 inclusion at a subsequent date of such additional public agencies as may desire to execute this  
19 agreement and become Properties, subject to approval by the Board of Directors.  
20

21 ARTICLE 3

22 PARTIES TO AGREEMENT

23  
24 Each Property certifies that it intends to and does contract with all other Properties and, in  
25 addition, with such other parties as may later be added as Properties pursuant to Article 21. Each  
26 Property also certifies that the deletion of any party from this agreement pursuant to Articles 22  
27 and 23 shall not affect this agreement or such Property's intent to contract with the Properties  
28 then remaining.  
29

30 ARTICLE 4

31 TERM OF AGREEMENT

32  
33 This agreement shall become effective of the date of execution by the second of two  
34 Properties and shall continue until and unless terminated as hereinafter provided. This  
35 agreement may be executed in counterparts.  
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ARTICLE 5

CREATION OF AUTHORITY

Pursuant to Section 6500 et seq. of the California Government Code, there is hereby created a public entity separate and apart from the parties hereto, to be known as the California Transit Systems Joint Powers Insurance Authority.

ARTICLE 6

POWERS OF AUTHORITY

The Authority shall have the powers common to the Properties and is hereby authorized to do all acts necessary for the exercise of those common powers, including, but not limited to, any or all of the following:

(a) To make and enter into contracts;

(b) To incur debts, liabilities or obligations, to issue bonds, notes, or other evidences of indebtedness, and make and enter into contracts and other instruments for the issuance and sale of certificates of participation to fund the purposes of this agreement and to secure the performance of related agreements, including reinsurance contracts and credit facilities;

(c) To acquire, receive, hold or dispose of property, Contribution and donations of property, funds, services and other forms of assistance from persons, firms, corporations and governmental entities;

(d) To sue and be sued in its own name; and

(e) To exercise all powers necessary and proper to carry out the terms and provisions of this agreement, or otherwise authorized by law.

The powers of the Authority shall be exercised pursuant to the terms of this agreement and in the manner provided by law. To comply with the provisions of Section 6509 of the California Government Code, the manner of exercising any power shall be subject only to the similar restrictions on the exercise of the powers of Central Contra Costa Transit Authority.

ARTICLE 7

RESPONSIBILITIES OF THE AUTHORITY

The Authority shall perform the following functions in discharging its responsibilities under this agreement:

- 1 (a) Provide Joint Protection Programs by negotiation or bid, and purchase, as  
2 determined necessary by the Board of Directors.  
3
- 4 (b) Assist each Property's designated risk manager with the implementation of risk  
5 management functions relating to risks within the Property covered by the Joint Protection  
6 Program.  
7
- 8 (c) Provide claims adjusting and subrogation services for Claims covered by the Joint  
9 Protection Program.  
10
- 11
- 12 (d) Provide loss analysis and control services by the use of statistical analysis, data  
13 processing, and record and file keeping services, in order to identify high exposure operations  
14 and to evaluate proper levels of self-retention and deductibles.  
15
- 16 (e) Conduct risk management audits to review the participation of each Property in  
17 the Joint Protection Program as deemed necessary by the Board of Directors.  
18
- 19 (f) Such other responsibilities as deemed necessary by the Board of Directors.  
20
- 21 (g) Issue Procedures Manual.  
22

23 ARTICLE 8

24 RESPONSIBILITIES OF PROPERTIES

25 Properties shall have the following responsibilities:  
26

- 27
- 28 (a) The governing body of each Property shall appoint a Director and at least one  
29 alternate Director to the Board of Directors, pursuant to Article 9 of this agreement.  
30
- 31 (b) Each Property shall appoint an employee of the Property to be responsible for the  
32 risk management function within that Property and to serve as a liaison between the Property and  
33 the Authority as to risk management.  
34
- 35 (c) Each Property shall maintain an active safety officer or safety committee, or both,  
36 and shall consider all recommendations of the Authority concerning unsafe practices.  
37
- 38 (d) Each Property shall maintain a set of records, including a loss log, in all  
39 categories of risk covered by the Joint Protection Program, to insure the accuracy of the  
40 Authority's loss reporting system, until no longer deemed necessary by the Board of Directors.  
41
- 42 (e) Each Property shall pay its Contribution, including any Retrospective Adjustment,  
43 within thirty (30) days of the invoice date. After withdrawal or termination, each Property shall  
44 pay promptly to the Authority its share of any additional Contribution, when and if required of it  
45 by the Board of Directors under Article 23 or 24 of this agreement.

1 The Board has the authority to assess interest or late penalties for payment of money in  
2 arrears, such as for overdue Contributions.

3  
4 (f) Each Property shall provide the Authority with such other information or  
5 assistance as may be necessary for the Authority to carry out the Joint Protection Program under  
6 this agreement.

7  
8 (g) Each Property shall in any and all ways cooperate with and assist the Authority,  
9 and any insurer of the Authority, in all matters relating to this agreement, the Joint Protection  
10 Program, and covered Claims and will comply with all bylaws, rules and regulations adopted by  
11 the Board of Directors.  
12

13 ARTICLE 9

14 BOARD OF DIRECTORS

15  
16 (a) The Authority shall be governed by the Board of Directors which is hereby  
17 established and which shall be composed of one representative from each Property. Each  
18 Property, by official action, shall appoint a Director of the Board and an alternate Director, each  
19 of whom shall be an officer or employee of that Property. The alternate appointed by a Property  
20 shall have the authority to attend, participate in and vote at any meeting of the Board when the  
21 regular Director for whom he or she is an alternate is absent from said meeting.  
22

23 (b) Each Director or alternate of the Board shall serve until a successor is appointed.  
24 Each Director or alternate shall serve at the pleasure of the Property by which he or she has been  
25 appointed.  
26

27 (c) Each Director or alternate shall have one vote. Directors or their alternates may  
28 not vote on issues concerning a Joint Protection Program for which the entity is a Non-  
29 Participating Property.  
30

31 (d) The unexcused absence of a Director or alternate from two consecutive meetings  
32 of the Board shall be cause for the appointment of a new Director by the governing body of the  
33 appointing Property.  
34

35 (e) The Director and alternate Director of an Associate Member shall be entitled to  
36 notice of all meetings of the Board of Directors and may attend and participate in any meeting of  
37 the Board, but may vote only on matters relating to a Joint Protection Program, as provided in  
38 such program or in the bylaws adopted by the Board of Directors. The Director and alternate  
39 Director of an Associate Member shall not be regarded as members of the governing body of the  
40 Authority or officers of the Authority; provided, however, that they shall comply with the  
41 Political Reform Act of 1974 and the Conflict of Interest Code adopted by the Board of  
42 Directors.  
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ARTICLE 10

POWERS OF THE BOARD OF DIRECTORS

The Board of Directors shall have the following powers and functions:

(a) To elect an Executive Committee from its Directors pursuant to Article 12 of this agreement.

(b) To review all acts of the Executive Committee and to modify or override any decision or action of the Executive Committee upon a majority vote of the entire Board of Directors.

(c) To receive and review periodic accountings of all funds and audits under Article 16 of this agreement.

(d) To conduct on behalf of the Authority all businesses of the Authority which the Authority may conduct under the provisions of this agreement and pursuant to law.

(e) To determine details of, select, and establish the Joint Protection Programs of the Authority.

(f) To determine and purchase all commercial insurance, including Excess Insurance, necessary to carry out the Joint Protection Programs of the Authority.

(g) To contract for or develop various services for the Authority, including, but not limited to, claims adjusting, loss control and risk management consulting.

(h) To cause to be prepared the operating budget of the Authority for each fiscal year.

(i) To receive and act upon reports of the Underwriting Committee, Claims Committee, Investment Committee, and other committees as may be created by action of the Board.

(j) To hire persons or entities as the Board deems necessary for the administration of the Authority and to exercise general supervisory and policy control over such persons or entities.

(k) To establish or appoint such offices, officers, and committees of the Board as deemed necessary; provided, however, that the Board shall appoint a Treasurer and Auditor or Controller, who may be the same person, as officers of the Authority.

(l) Such other powers and functions as are provided for in this agreement or in the bylaws.

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ARTICLE 11

MEETING OF THE BOARD OF DIRECTORS

4 (a) Meetings. The Board shall provide for its regular, adjourned regular and special  
5 meetings or upon call of the chairperson of the Board; provided, however, that it shall hold at  
6 least one regular meeting annually as set forth in the bylaws.

8 (b) Minutes. The board shall cause minutes of regular, adjourned regular and special  
9 meetings to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes  
10 to be forwarded to each Property.

12 (c) Quorum. A majority of the Directors of the Board shall constitute a quorum for  
13 the transaction of business, except that less than a quorum may adjourn from time to time. A  
14 vote of the majority of those Directors present at a meeting shall be sufficient to take action by  
15 the Board, except as otherwise specifically set forth in this agreement or in the bylaws.

18 (d) Compliance with the Brown Act. All meetings of the Board, including, without  
19 limitation, regular, adjourned regular and special meetings, shall be called, noticed, held and  
20 conducted in accordance with the provisions of the Ralph M. Brown Act, Government Code  
21 Section 54950 et seq.  
22

ARTICLE 12

EXECUTIVE COMMITTEE

24  
25  
26 The Board of Directors may establish and appoint an Executive Committee.  
27

28 (a) The Executive Committee, if established, may consist of up to 25 members.  
29 Officers of the Executive Committee shall be the Chairperson, Vice Chairperson, Secretary, and  
30 the Treasurer of the Board of Directors.

31  
32 (b) The Chairperson of the Authority, or the Vice Chairperson in his or her absence,  
33 shall serve as the Chairperson of the Executive Committee.  
34

35 (c) The unexcused absence of a member of the Executive Committee from two  
36 consecutive meetings shall be cause for the removal of said member and appointment of a new  
37 member to the Executive Committee.  
38

39 (d) Vacancies on the Executive Committee shall be filled as provided in the bylaws.  
40

41 (e) Alternate Directors may be members of the Executive Committee.  
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ARTICLE 13

DELEGATION OF POWERS TO THE EXECUTIVE COMMITTEE

The Board may delegate any of its powers to the Executive Committee, except those powers described in Articles 10(a), 10(b) and 10 (k).

ARTICLE 14

MEETINGS OF THE EXECUTIVE COMMITTEE

The meetings of the Executive Committee, if established by the Board of Directors, shall be held and conducted as provided in the bylaws. The Executive Committee shall make periodic reports to the Board of Directors, advising the Board of its decisions and activities.

ARTICLE 15

JOINT PROTECTION PROGRAM COVERAGE

The coverage of the Joint Protection Program provided by the Authority shall be specified in the bylaws.

ARTICLE 16

ACCOUNTS, RECORDS AND AUDITS

(a) Annual Budget. The Authority shall annually adopt an operating budget, pursuant to Article 10 (h) of this agreement.

(b) Funds and accounts. The Treasurer of the Authority shall be the custodian of the property and money of the Authority and shall establish and maintain such funds and accounts as required by the Board and as required by good accounting practice. The Treasurer shall file an official bond in an amount to be fixed by the Board of Directors, unless otherwise fixed by the Properties. Books and records of the Authority in the hands of the Treasurer shall be open to any inspection at all reasonable times by authorized representatives of Properties and as otherwise required by law.

(c) Treasurer's Report. The Treasurer shall make the reports required by law, and within 120 days after the close of each fiscal year, the Treasurer shall give a complete written report of all financial activities for such fiscal year to the Board and to each Property.

(d) Financial Audit. The Board shall cause an annual financial audit to be made with respect to all receipts, disbursements, or other transactions by a Certified Public Accountant. A report of such financial audit shall be filed as a public record with each of the Properties. Such

1 report shall be filed no later than required by law. All costs of such financial audit shall be paid  
2 by the Authority and shall be charged against the Properties in the same manner as all other  
3 administrative costs.

4  
5 (e) Claims Audit. The Board shall cause a periodic audit of Claims, as deemed  
6 necessary. All costs of such Claims audit shall be paid by the Authority and shall be charged  
7 against the Properties in the same manner as all other administrative costs.  
8

9 ARTICLE 17

10 ESTABLISHMENT AND ADMINISTRATION OF FUNDS

11  
12 The Authority shall be responsible for the strict accountability of all funds and reports of  
13 all receipts and disbursements. It will comply with all provisions of law relating to the subject,  
14 particularly Section 6505 of the California Government Code. All of the funds of the Authority  
15 may be invested in common and each program year shall be accounted for separately on a full  
16 accrual basis.  
17

18 The Treasurer shall receive, invest and disburse funds in accordance with the procedures  
19 established by the Board and bylaws and in conformity with applicable law.  
20

21 ARTICLE 18

22 DEPOSIT

23  
24 The Deposit for each Property shall be calculated and paid as stated in the bylaws.  
25

26 ARTICLE 19

27 RETROSPECTIVE ADJUSTMENTS

28  
29 Retrospective Adjustments to each year's Deposit shall be calculated and paid as stated in  
30 the bylaws.  
31

32 ARTICLE 20

33 NEW MEMBERS

34  
35 After the effective date of the initial Joint Protection Program is established by the  
36 Authority, additional Properties shall not be permitted to enter the Authority during the first year  
37 of operation, except that upon the three-fourths vote of the entire Board of Directors, the Board  
38 may establish a second entry date by which additional Properties may be permitted to enter the  
39 Authority upon execution of this agreement, the payment of the Deposit, as provided in this  
40 Article, and such other terms and conditions as the Board of Directors may deem necessary.

1 Following the first year of operation, the Authority shall allow entry into the Joint Protection  
2 Program of new Properties approved by the Board, at such times as approved by the Board.  
3 Properties entering under this Article will be required to pay their share of organizational  
4 expenses as determined by the Board, including expenses necessary to analyze their loss data and  
5 determine their Deposits.

6  
7 During the Authority's first year, Properties may join the Joint Protection Program  
8 offered by the Authority after it has been established by:

9  
10 (a) Executing this agreement before the effective date of the initial Joint Protection  
11 Program, and

12  
13 (b) Paying to the Authority a non-refundable deposit equal to the Property's first  
14 year's estimated Deposit or \$25,000, whichever is less, before the effective date of the initial  
15 Joint Protection Program.

16  
17 The non-refundable deposit will be used to fund the entity's estimated Deposit if the  
18 entity becomes a participant in the Joint Protection Program.  
19

20 ARTICLE 21

21 WITHDRAWAL

22  
23 (a) A Property may withdraw as a party to this agreement any time prior to its  
24 consenting in writing to enter the Joint Protection Program.

25  
26 (b) A Property whose actual Deposit exceeds one hundred ten percent (110 %) of its  
27 estimated Deposit may withdraw as a party to this agreement prior to the effective date of the  
28 Joint Protection Program.

29  
30 (c) A Property which enters the Joint Protection Program may not withdraw as a  
31 party to this agreement for a three-year period commencing on the effective date of the Joint  
32 Protection Program, or commencing on the date of entry into the Joint Protection Program, or  
33 commencing on the date of entry into the Joint Protection Program for those Properties executing  
34 this agreement after the effective date of the initial Joint Protection Program.

35  
36 (d) After the initial three-year noncancellable commitment to the Joint Protection  
37 Program, a Property may withdraw only at the end of any fiscal year, provided it has given the  
38 Authority a six-month written notice of its intent to withdraw from this agreement and the Joint  
39 Protection Program and a ninety (90) day final notice of intent of withdrawal from the Joint  
40 Protection Program of this agreement.  
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ARTICLE 22

CANCELLATION

Notwithstanding the provisions of Article 21, the Authority shall have the right to cancel any Property's participation in a Joint Protection Program upon a two-thirds vote of the entire Board of Directors. Any canceled Property shall be given a ninety day notice before such cancellation becomes effective, unless such cancellation is for non-payment of a Contribution, then ten days written notice applies.

ARTICLE 23

EFFECT OF WITHDRAWAL

(a) The withdrawal of any Property from this agreement shall not terminate this agreement and a Property by withdrawing shall not be entitled to payment or return of any Contribution, consideration or property paid, or donated by the Property to the Authority, or to any distribution of assets, except as provided in this Article and in Article 24 (c).

(b) The withdrawal or cancellation of any Property after the effective date of the Joint Protection Program shall not terminate its responsibility for Contributions to any fund or insurance program created by the Authority until all Claims, or other unpaid liabilities, occurring or accruing during the period the Property was a party to this agreement have been finally resolved and a determination of the final amount of payments due by the Property or credits to the Property for that period has been made by the Board of Directors. In connection with its determination, the Board may exercise similar powers to those provided for in Article 24 (b) of this agreement.

ARTICLE 24

TERMINATION AND DISTRIBUTION

(a) This agreement may be terminated at any time during the first three (3) noncancellable years by the written consent of all Properties and thereafter by the consent of three-fourths of the Properties; provided, however, that this agreement and the Authority shall continue to exist for the purpose of the disposition of all Claims, distribution of assets and all other functions necessary to wind up the affairs of the Authority.

(b) The Board of Directors is vested with all powers of the Authority for the purpose of winding up and dissolving the business affairs of the Authority. These powers shall include the power to require Properties, including those which were a party at the time the Claim arose or was incurred, to pay their share of any additional amount of Contribution in accordance with loss allocation formulas for the final disposition of all claims and losses covered by the Joint Protection Program pursuant to this agreement. A Property's share of such additional

1 Contribution shall be determined on the same basis as that provided for Retrospective  
2 Adjustment.

3  
4 (c) Upon termination of this agreement all assets of the Authority shall be distributed  
5 only among the Properties, including any of those Properties which previously withdrew  
6 pursuant to Article 21(d) or were canceled pursuant to Article 22 of this agreement, in  
7 accordance with and proportionate to their Contributions (including cash contributions and  
8 property at market value when received) in excess of the total amount of Retrospective  
9 Adjustments made during the term of this agreement. The Board of Directors shall determine  
10 such distribution within six months after disposal of the last pending Claim or loss covered by  
11 the Joint Protection Program pursuant to this agreement.  
12

13 ARTICLE 25

14 PROVISION FOR BY-LAWS

15  
16 At the first meeting of the Board of Directors, the Board shall adopt Authority bylaws to  
17 govern the day-to-day operations of the Authority. Each Property shall receive a copy of any  
18 bylaws adopted under this Article.  
19

20 ARTICLE 26

21 LIABILITY AND INDEMNIFICATION

22  
23 Pursuant to Government Code Section 6508.1, the debts, liabilities and obligations of the  
24 Authority shall not constitute debts, liabilities or obligation of any Property. Each Property is  
25 independent of every other Property and of the Authority and not the agent of any Property or of  
26 the Authority. In contemplation of the provisions of Section 895.2 of the California Government  
27 Code, imposing certain tort liability jointly upon public entities, solely by reason of a joint  
28 powers agreement as defined in Section 895 of that code, each Property, as between each other,  
29 pursuant to the authorization contained in Section 895.4 and 895.6 of that code, does hereby  
30 assume the full liability imposed upon it, or any of its officers, agents, or employees by law for  
31 injury caused by a negligent or wrongful act or omission occurring in the performance of this  
32 agreement, to the same extent that such liability would be imposed in the absence of Section  
33 895.2 of the California Government Code. To achieve the above-stated purpose, each Property  
34 shall indemnify and hold harmless each other Property for any loss, costs, or expense that may be  
35 imposed upon such other Property solely by virtue of Section 895.2. The provisions of Section  
36 2778 of the California Civil Code are made a part of this agreement as if set forth fully in this  
37 agreement.  
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ARTICLE 27

NOTICES

Notices to Properties hereunder shall be sufficient if delivered to the principal office of the respective Property. Notices to the Authority shall be sufficient if mailed to the address currently contained in the bylaws.

ARTICLE 28

AMENDMENT

This agreement may be amended at any time upon the three-fourths vote of all the Properties.

ARTICLE 29

PROHIBITION AGAINST ASSIGNMENT

No Property may assign any right, claim or interest it may have under this agreement, and no creditor, assignee or third party beneficiary of any Property shall have any right, claim or title to any part, share, interest, fund, premium or asset of the Authority.

ARTICLE 30

AGREEMENT COMPLETE

The foregoing constitutes the full and complete agreement of the Properties. There are no oral understandings or agreements not set forth in writing herein.

IN WITNESS WHEREOF, the Properties have first executed this agreement by authorized officials thereof on the dates indicated below.

**CALIFORNIA TRANSIT SYSTEMS**

**JOINT POWERS AUTHORITY**

**JOINT POWERS AUTHORITY AGREEMENT**

May 2011

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JOINT POWERS AUTHORITY AGREEMENT

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1 This Agreement is executed in the State of California by and among those public entities which are  
2 parties signatory to this Agreement. All parties signatory to this Agreement shall hereinafter be called  
3 "Party" [collectively "Parties"].

4  
5 **RECITALS**  
6

7 **Whereas**, Article 1, Chapter 5, Division 7, Title 1 of the California Government Code (Section 6500 et  
8 seq.) permits two or more public entities, by agreement, to exercise jointly powers common to the  
9 contracting parties; and

10  
11 **Whereas**, it is the mutual benefit of the Parties and in the public interest that the Parties join together  
12 to provide:

- 13  
14
  - Pooling of their self-insured losses caused by injury to, or disease of, a person or damage to
  - 15 property;
  - 16 • Sharing the cost of excess insurance or reinsurance, if any, or pooling with other joint powers
  - 17 authorities or public entity pooling arrangement; and
  - 18 • Sharing the administration of the Authority created by this document.

19  
20 **Whereas**, each Party desires to enter into this Agreement with each of the other Parties for the purpose  
21 of joint risk sharing and/or insuring against various risk of loss jointly, rather than individually;

22  
23 **NOW, THEREFORE, IT IS AGREED AS FOLLOWS:**

24  
25 **AGREEMENT**  
26

27 This amended Agreement replaces the original Agreement and any prior amendments that may exist.

28  
29 This Agreement is made under the authority of Government Code Section 6500 et seq. between the  
30 undersigned public entities, after the governing boards of the entities determine that it is in their best  
31 interest to execute this Agreement.  
32

33 **ARTICLE I - PURPOSE**  
34

35 The purpose of this Agreement is to exercise jointly powers common to each Party by:

- 36  
37
  - Creating an authority under Government Code Section 6500 et seq., a public entity that is
  - 38 separate and apart from the Parties, to be known as the California Transit System Joint Powers
  - 39 Authority, to administer a self-insurance pool,
  - 40 • Sharing losses and purchase as a group, insurance or reinsurance and participate in other joint
  - 41 powers authorities or other public entity pooling arrangements,
  - 42 • Maintaining funds sufficient to pay the losses to which the Parties agree to share through a
  - 43 Coverage Program, and
  - 44 • Purchasing jointly administrative and other services, including risk management, loss
  - 45 prevention, and legal defense in connection with the Coverage Programs.

1                   **ARTICLE II - CREATION OF THE CALIFORNIA TRANSIT SYSTEMS JOINT POWERS AUTHORITY**

2  
3 Pursuant to Government Code Section 6500 et seq., the Parties to this Agreement hereby create a public  
4 entity separate and apart from the Parties. This public entity created by this Agreement shall be known  
5 as the California Transit Systems Joint Powers Authority.  
6

7                   **ARTICLE III - DEFINITIONS**

- 8  
9           1. "Authority" shall mean the California Transit Systems Joint Powers Authority.  
10          2. "Board" or "Board of Directors" shall mean the governing board of the Authority.  
11          3. "Coverage Programs" shall mean programs as defined and adopted by the Board which may, but  
12             need not be limited to pooled risk programs, group purchase of insurance or reinsurance, or  
13             participation in other public entity pooling programs.  
14          4. "Coverage Program Documents" shall mean the Master Program Document defining the policies  
15             and procedures of the program and the Memorandum of Coverage defining the coverage  
16             provided by the program.  
17          5. "Contributions" shall mean payments by Members to the Authority, for other than interest,  
18             penalties paid, or reimbursements for payments made on behalf of the Member, for which the  
19             Authority is not liable.  
20          6. "Governing Documents" shall be those documents described in Article VII, Governing  
21             Documents.  
22          7. "Member" or collectively "Members" shall mean a Party who is participating in a particular  
23             Coverage Program.  
24          8. "Party" shall mean a signatory to this Agreement.  
25          9. "Officer" shall mean an officer of the Authority as defined in Article XIII.  
26

27                   **ARTICLE IV - PARTIES TO THIS AGREEMENT**

28  
29 Each Party to this Agreement certifies that it intends to, and does, contract with all other Parties who  
30 are signatories to this Agreement, and any signatories that may sign this Agreement in the future,  
31 pursuant to Article XVI. The withdrawal of any Party to this Agreement shall not affect this Agreement  
32 as respects the remaining Parties and those remaining Parties' intent to be bound by this Agreement.  
33

34                   **ARTICLE V - TERM OF AGREEMENT**

35  
36 As authorized by Government Code Section 6510, this Agreement was effective from May 1, 1987 and  
37 shall stay in full force, as is, as amended on May 1, 2012 or any other subsequent amendments, until  
38 terminated in accordance with Article XX.  
39  
40  
41  
42

1 **ARTICLE VI - POWERS OF THE AUTHORITY**

2  
3 The powers of the Authority shall be the powers enjoyed by the County of Nevada or, if the County of  
4 Nevada is no longer a Party to this Agreement then, the County of Siskiyou, and is authorized to do all  
5 acts necessary to fulfill the purposes of this Agreement including, but not limited to, the following:  
6

- 7 1. Make and enter into contracts;  
8 2. Incur debts, liabilities and obligations, but no debt, liability or obligation of the Authority is the  
9 debt, liability or obligation of any Party except as otherwise provided;  
10 3. Acquire, hold or dispose of real and personal property;  
11 4. Receive contributions and donations of property, funds, services and other forms of assistance  
12 from any source;  
13 5. Assess Parties as deemed appropriate by the Board;  
14 6. Sue and be sued in its own name;  
15 7. Acquire, construct, manage and maintain buildings; and  
16 8. Lease real or personal property including property of a Party, and receive, collect, invest and  
17 disburse monies.  
18

19 These powers shall be executed in a manner provided by appropriate law and as set forth in this  
20 Agreement.  
21

22 **ARTICLE VII - GOVERNING DOCUMENTS**

23  
24 The Board of Directors shall adopt Bylaws consistent with this Agreement and applicable law to govern  
25 the operations of the Authority. The Board of Directors may adopt Coverage Program Documents,  
26 consistent with this Agreement and the Bylaws. These Coverage Program Documents define the  
27 Coverage Programs, the Members rights and duties, the Authority's rights and duties, and the  
28 operations of the programs. The Board may also adopt policies and procedures, consistent with this  
29 Agreement, the Bylaws, or Coverage Program Documents, to assist in the governance of the Authority's  
30 operations and activities. The Agreement, the Bylaws, Coverage Program Documents and policies and  
31 procedures adopted by the Board shall constitute the Governing Documents of the Authority.  
32

33 Unless otherwise stated, a Governing Document may be amended by a majority of the Board of  
34 Directors at a duly noticed regular or special Board meeting.  
35

36 **ARTICLE VIII - RESPONSIBILITIES OF THE PARTIES**

37  
38 The Parties to this Agreement shall have the following responsibilities:  
39

- 40 1. To abide by the terms of this Agreement and other Governing Documents;  
41 2. To cooperate fully with the Authority in the settlement of claims;  
42 3. To pay Contributions, assessments, or other charges promptly to the Authority when due; and  
43 4. To appoint a Director and an Alternate to the Board of Directors and to reappoint those  
44 positions upon the departure of anyone from those positions.



1 **ARTICLE IX - POWERS RESERVED UNTO THE PARTIES**

2  
3 The Parties reserve unto themselves the following powers:

- 4  
5 1. To amend this Agreement;  
6 2. Appoint the Representatives and Alternates to the Board of Directors; and  
7 3. To terminate the Authority in accordance with Article XX.  
8

9 **ARTICLE X - BOARD OF DIRECTORS**

10  
11 There shall be a Board of Directors to govern the affairs of the Authority. The Board of Directors shall  
12 have all the powers of the Authority except those specifically reserved to the Parties. The Board of  
13 Directors shall have the authority to create committees as deemed necessary for the operations of the  
14 Authority. The Board has the power to delegate any and all of its powers, not specifically reserved  
15 exclusively to the Board, to a committee or an Officer of the Authority.  
16

17 The Board of Directors shall consist of one Director and one Alternate from each Party to this  
18 Agreement. The Party shall appoint by official action an officer or employee of the Party to be the  
19 Director and such appointment shall remain in effect until such time as the Party appoints another to be  
20 the Director. The Party shall appoint by official action an officer or employee of the Party to be the  
21 Alternate and such appointment shall remain in effect until such time as the Party appoints another to  
22 be the Alternate. Each Director shall have one vote, and each Alternate shall have one vote only if the  
23 Director for which he/she is an Alternate is absent from the meeting.  
24

25 **ARTICLE XI - DUTIES OF THE BOARD NOT DELEGABLE**

26  
27 The Board may not delegate to any committee, office or person the authority to:

- 28  
29 1. Adopt, amend or alter the Bylaws;  
30 2. Adopt the Authority's Annual Budget;  
31 3. Create a Coverage Program;  
32 4. Accept a Party to this Agreement; or  
33 5. Expel a Party to this Agreement.  
34

35 **ARTICLE XII - BOARD MEETINGS AND RECORDS**

36  
37 The Board of Directors shall hold at least one meeting each fiscal year. Regular and special meetings  
38 may be called in accordance with the Bylaws of this Authority and applicable laws. All meetings shall be  
39 open to the public except as permitted by Government Code Section 54950 et seq. The Secretary shall  
40 keep full and complete minutes of all Board meetings.  
41  
42  
43  
44

1 **ARTICLE XIII - OFFICERS OF THE AUTHORITY**

2  
3 The Board shall elect one of its members as Chairperson and one as Vice Chairperson. The Board shall  
4 appoint a Secretary. The duties of the Chairperson, Vice Chairperson and Secretary shall be defined in  
5 the Bylaws.

6  
7 In lieu of the designation of a treasurer and auditor as per Government Code Section 6505.6, the Board  
8 shall elect a Treasurer, who shall have, among other duties defined in the Bylaws, the duties of the  
9 treasurer and auditor as described in Government Code Section 6505.5.

10  
11 The Board may appoint other officers of the Authority as described in the Bylaws.  
12

13 **ARTICLE XIV - ANNUAL BUDGET**

14  
15 Pursuant to Government Code Section 6508, the Board shall approve a budget for any given fiscal year  
16 prior to the inception of that year.  
17

18 **ARTICLE XV - ADMINISTRATION OF FUNDS**

19  
20 The Authority shall be responsible for the strict accountability of all funds and reports of all receipts and  
21 disbursements in conformity with Government Code Section 6505. All funds of the Authority may be  
22 held in common although there shall be a separate accounting for funds of each Coverage Program.  
23

24 **ARTICLE XVI - NEW PARTIES**

25  
26 Prospective Parties may apply to the Board of Directors at any time. The Board shall have the power to  
27 accept a prospective Party, after reviewing their application, with at least two-thirds affirmative vote of  
28 the entire Board. The membership shall become effective upon the Board's approval and the signing of  
29 this Agreement, participation in all mandatory Coverage Programs, and compliance with any and all  
30 other requirements imposed upon membership by the Bylaws or other Governing Documents.  
31

32 **ARTICLE XVII - WITHDRAWAL**

33  
34 A Party to this Agreement may not withdraw as a party to this Agreement prior to being a Party for at  
35 least three full fiscal years. A Party, who has been a Party for at least three full fiscal years, may  
36 withdraw from this Agreement only on the completion of a fiscal year. The Party must provide the  
37 Chairperson written notice of intent to withdraw at least six-months prior to withdrawal. The Party may  
38 rescind its notice of intent to withdraw at any time prior to ninety-days prior to the commencement of  
39 the next fiscal year. The Board may authorize rescission of the intent to withdraw upon a Party's request  
40 pursuant to the Bylaws at any time.  
41  
42  
43

1 **ARTICLE XVIII - EXPULSION**

2  
3 The Authority may expel a Party to this Agreement as a Party by a three-fourth vote of the entire Board.  
4 The Party shall be given written notice of such action of the Board at least ninety-days prior to the  
5 expulsion.  
6

7 **ARTICLE XIX - EFFECT OF EXPULSION OR WITHDRAWAL**

8  
9 Pursuant to Government Code Section 6512.2, termination of any Party to this Agreement as a Party  
10 shall not be construed to be completion of the purpose of the Agreement and shall not require the  
11 return of any Contributions, payments or advances made by the Party until the Agreement is rescinded  
12 or terminated by all Parties in accordance with Article XX.  
13

14 Termination of a Party to this Agreement as a Party shall not terminate its continuing responsibilities  
15 defined in any Governing Document or Coverage Program Document for the period of time in which the  
16 Party participated, including, but not limited to:

- 17  
18 1. Cooperate fully with the Authority in the investigation and settlement of a claim;  
19 2. Pay any Contributions, retentions or deductibles, assessments or other charges which are due  
20 and payable; and  
21 3. Provide any statistical or loss experience data and other information as may be necessary for  
22 the Authority to carry out the purpose of this Agreement.  
23

24 **ARTICLE XX - TERMINATION AND DISTRIBUTION**

25  
26 This Agreement may be terminated at any time with written consent of three-fourths of the Parties;  
27 provided, however, that this Agreement and the Authority shall exist for the purpose of disposing of all  
28 claims, distribution of assets and any other functions necessary to wind up the affairs of the Authority.  
29 The Board shall be vested with all the powers of the Authority for the purposes of winding down and  
30 dissolving the business affairs of the Authority, including the power to assess past and present Parties in  
31 accordance with Coverage Program Documents.  
32

33 In accordance with Government Code Section 6512, all assets of the Authority shall be distributed  
34 among those who were Parties within ten years of termination, in proportion to the Parties'  
35 Contributions. The Board shall determine when claims and liabilities are sufficiently realized as to not  
36 jeopardize the payment of any claim or liability that may arise in the future.  
37

38 **ARTICLE XXI - LIABILITY AND INDEMNIFICATION**

39  
40 Pursuant to Government Code Section 6508.1, the debts, liabilities and obligations of the Authority shall  
41 not constitute debts, liabilities or obligations of any Party, except to the extent and in the proportions,  
42 imposed by the Bylaws or other Governing Documents. Each Party is independent of every other Party  
43 and of the Authority and not the agent of any Party or of the Authority. In contemplation of the  
44 provisions of Section 895.2 of the California Government Code, imposing certain tort liability jointly

1 upon public entities, solely by reason of a joint powers agreement as defined in Section 895 of that  
2 code, each Party, as between each other, pursuant to the authorization contained in Section 895.4 and  
3 895.6 of that code, does hereby assume the full liability imposed upon it, or any of its officers, agents, or  
4 employees by law for injury caused by a negligent or wrongful act or omission occurring in the  
5 performance of this Agreement, to the same extent that such liability would be imposed in the absence  
6 of Section 895.2 of the California Government Code. To achieve the above-stated purpose, each Party  
7 shall indemnify and hold harmless each other Party for any loss, costs, or expense that may be imposed  
8 upon such other Party solely by virtue of Section 895.2. The provisions of Section 2778 of the California  
9 Civil Code are made a part of this Agreement as if set forth fully in this Agreement.

10  
11 The members of the Board of Directors and the Officers and employees of the Authority shall act in good  
12 faith and in the best interests of the Authority in the performance of their duties. The members of the  
13 Board of Directors and Officers and employees shall be liable for an act or omission within the scope of  
14 their employment with the Authority as a public entity only in the event that they act or fail to act  
15 because of actual fraud, corruption, or malice. No member shall be liable for any actions taken or  
16 omissions by another member of the Board. Funds of the Authority shall be used to defend and  
17 indemnify members of the Board, Officers, and employees for any act or omission pursuant to the  
18 provisions of the Government Code Section 910 to 996.6, inclusive. The Authority may purchase  
19 insurance covering acts or omissions of the Board of Directors, Officers, and employees.  
20

#### 21 **ARTICLE XXII - NOTICES**

22  
23 Notices to any or all Parties shall be sufficient if mailed to their respective addresses on file with the  
24 Authority. Notice to the Authority shall be sufficient if mailed to the official address of the Authority as  
25 established by Resolution.  
26

#### 27 **ARTICLE XXIII - PROHIBITION AGAINST ASSIGNMENT**

28  
29 No Party may assign any right, claim, or interest it may have under this Agreement, and no creditor,  
30 assignee, or third party beneficiary of the Party shall have any right, claim or title to any part, share,  
31 interest, fund, premium, or asset of the Authority.  
32

#### 33 **ARTICLE XXIV - ARBITRATION**

34  
35 Any controversy between the Parties hereto arising out of this Agreement shall be submitted to  
36 arbitration, and such arbitration shall comply with and be governed by the provisions of the California  
37 Arbitration Act, Sections 1280 through 1294.2 of the California Code of Civil Procedure.  
38

#### 39 **ARTICLE XXV - AMENDMENTS**

40  
41 This Agreement may be amended at any time by approval of three-fourths of the Parties.  
42

**ARTICLE XXVI - AGREEMENT COMPLETE**

The foregoing constitutes the full and complete agreement of the Parties. There are no oral understandings or agreements not set forth in writing herein.

In Witness Whereof, the undersigned Party hereto has executed this Agreement on the date indicated below:

Date: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name of Authorized Signor

\_\_\_\_\_  
Signature of Authorized Signor

\_\_\_\_\_  
Title of Authorized Signor

\_\_\_\_\_  
Name of Agency

# The County Connection

September 21, 2011

TO: ADMINISTRATION AND FINANCE COMMITTEE

FROM: KATHY CASENAVE, DIRECTOR OF FINANCE

REVIEWED: *Aut*

**SUBJECT: REVISED 10 YEAR FORECAST-TWO SCENARIOS**

The attached REVISED forecasts are submitted for your review. Both forecasts incorporate the following:

- Actual FY 2011 Revenue and Expenses. Actual FY 2011 TDA revenue was \$447,000 more than projected. The expenses are \$1.2 million less than projected. The largest variances are workers compensation expense, which was \$568,000 under budget and Paratransit purchased transportation, which was \$416,000 under budget
- STA and TDA 4.5 revenue estimates for FY 2012 have been increased by \$74,000 by MTC.
- Preventive maintenance revenue available for FY 2012 increased by \$91,000.
- The \$550,000 contingency fund for FY 2012 has been removed; it is staff's opinion that it will not be used. Without it, the FY 2012 budget is still \$2.7 million more than FY 2011 actual.
- The total of all the above changes increases the projected TDA reserve by \$2.5 million by the end of FY2012.
- No additional service reductions.
- The closeout of an old federal grant allowed for additional preventive maintenance and a freeing up of TDA operating revenue in the amount of \$920,000. This TDA revenue will be used to match FY 2012 capital projects.
- Fare increases are slated for FYs 2013, 2016, 2019. If these increases were delayed one year, the forecast would show a loss of revenue in the above three years of \$444,000, \$526,000, and \$622,000; a total of \$1.6 million in the 10 year period.

## SCENARIO 1-

Except for the above changes, this scenario has not changed from the June forecast. TDA, Measure J, and STA remain the same from FY 2013-FY 2021, based on MTC projections in past regional plans. Modest increases in wages occur in the out years.

The TDA reserve remains positive throughout the forecast due to the \$2.5 million in FY 2011 and FY 2012 changes detailed above.

## SCENARIO 2-

TDA, STA and Measure J remain at FY 2012 levels and no wage increases are projected. The ending reserve in FY 2015 goes negative by \$1.8 million and will reach \$27 million by FY 2021.

**DISCUSSION AND DIRECTION TO STAFF:**

Staff requests that the Committee discuss the forecasts and give direction to staff, focusing especially on two issues:

1. Should the fare increase slated for July of 2012 occur? Delaying the increase by one year would have a negative effect on the TDA reserve by \$1.6 million in the 10 year period.
2. What should be the growth rate for TDA revenue, Measure J and STA?

**Scenario 1-**

The TDA revenue in Scenario 1 has substantial increases in FY 2013 and FY 2014; however, the dollar amount of revenue to CCCTA would still be slightly lower than the FY 2008 and FY 2009 revenue.

The growth rate for STA is 2.5% each year; for Measure J, it is 4.2% for the next 3 years and 4% thereafter.

**Scenario 2-**

The Authority's estimated TDA revenue for FY 2012 is \$12,826,590 and it is used for all 10 years of the forecast in Scenario 2. The result is that the TDA revenue would remain at the FY 2000 level for 21 years.

The table below shows the Contra Costa TDA revenue generated since 1998 and CCCTA's share:

**TDA Revenue for Contra Costa County**

Source: MTC

Contra Costa TDA In Millions					
Fiscal Year	% Inc (Dec)	CC County TDA	CCCTA share		CCCTA % Inc (Dec)
2011	6.9%	\$ 30.9	\$ 13.1	42.33%	7.3%
2010	-17.7%	\$ 28.9	\$ 12.2	42.18%	-18.0%
2009	0.2%	\$ 35.1	\$ 14.9	42.34%	-0.3%
2008	-0.5%	\$ 35.0	\$ 14.9	42.53%	-1.1%
2007	0.4%	\$ 35.2	\$ 15.1	42.82%	-0.3%
2006	6.4%	\$ 35.0	\$ 15.1	43.12%	5.5%
2005	4.8%	\$ 32.9	\$ 14.3	43.51%	4.1%
2004	3.0%	\$ 31.4	\$ 13.8	43.79%	2.3%
2003	-0.1%	\$ 30.5	\$ 13.4	44.09%	-3.2%
2002	-2.7%	\$ 30.5	\$ 13.9	45.49%	-4.1%
2001	11.0%	\$ 31.4	\$ 14.5	46.14%	12.4%
2000	7.1%	\$ 28.3	\$ 12.9	45.55%	6.8%
1999	10.1%	\$ 26.4	\$ 12.1	45.67%	9.5%
1998		\$ 24.0	\$ 11.0	45.93%	

**ACTION REQUESTED:**

Staff requests that the revised forecasts and staff memo be included in the Board of Directors packet and that the Committee give direction to staff regarding the FY 2012 fare increase and revenue growth rates for future forecasts.

**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	3,346	3,367	3,838	3,915	3,993	4,552	4,643	4,736	5,399	5,507	5,617
2 Special Fares	825	791	811	831	852	873	895	917	940	964	988
3 Advertising	504	530	550	570	584	599	614	629	645	661	678
4 Investment & Other	146	149	153	153	153	153	153	153	153	153	153
5 FTA Preventive Maintenance	2,460	4,441	382	390	397	405	413	422	430	439	447
6 Federal Stimulus- Preventive Maintenance	811	-	-	-	-	-	-	-	-	-	-
7 MTC Preventive Maintenance Reserve	828	-	-	-	-	-	-	-	-	-	-
8 MTC STA Augmentation fund	770	-	-	-	-	-	-	-	-	-	-
9 STA Population	2,218	2,340	2,366	2,425	2,486	2,548	2,611	2,677	2,744	2,812	2,883
10 TDA 4.0	8,164	8,973	13,758	14,151	15,020	14,947	15,353	15,769	15,627	16,052	16,488
11 Measure J	3,245	3,385	3,527	3,675	3,830	3,983	4,142	4,308	4,480	4,659	4,846
12 BART Express Funds	616	556	573	590	608	626	645	664	684	705	726
13 Dougherty Valley dev fees/other	183	225	325	506	25	25	25	25	25	25	25
14 Other Local Grants	26	20	20	20	20	20	20	20	20	20	20
15 RM2/Meas J- Express	559	145	145	145	145	145	145	145	145	145	145
16 Lifeline-CC County	381	650	486	500	515	531	547	563	580	597	615
<b>17 Total Fixed Route Operating Revenue</b>	<b>24,255</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>
18 Operating Expenses w/o contingency	24,139	26,400	26,934	27,871	28,629	29,407	30,207	31,028	31,872	32,740	33,631
% increase in expenses	-0.1%	9.4%	2.0%	3.5%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%
19 Operating expense contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>20 Total Fixed Route Operating Expenses</b>	<b>24,139</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>
<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>
21 Passenger Fares	546	574	631	650	669	736	758	781	859	885	912
22 Advertising revenue	1	-	-	-	-	-	-	-	-	-	-
23 FTA Section 5507	733	762	781	800	820	841	862	883	906	928	951
24 TDA 4.5	464	677	698	741	779	817	854	893	933	975	1,019
25 TDA 4.0	1,367	1,515	1,796	1,825	1,862	1,853	1,893	1,934	1,920	1,959	1,999
26 Measure J	922	959	998	1,038	1,079	1,122	1,167	1,214	1,262	1,313	1,365
27 STA Paratransit & Rev based	955	938	906	928	951	975	1,000	1,025	1,050	1,076	1,103
28 Bart ADA service	189	170	175	180	186	191	197	203	209	215	222
<b>29 Total Paratransit Operating Revenue</b>	<b>5,177</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>
30 Total Paratransit Operating Expenses	5,177	5,594	5,984	6,163	6,347	6,536	6,731	6,932	7,139	7,352	7,572
% increase in expenses	0.5%	8.1%	7.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
<b>31 Total CCCTA Operating Budget</b>	<b>\$ 29,316</b>	<b>\$ 31,994</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*

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
32 Capital Revenue											
33 Federal	\$ -	\$ 6,173	\$ 4,585	\$ 37,504	\$ 305	\$ 3,139	\$ -	\$ 206	\$ 670	\$ 707	\$ -
34 Prop 1B STA rev based	-	1,212	-	1,619	-	-	-	-	-	-	-
35 Prop 1B STA pop based	-	2,723	799	1,331	-	-	-	-	-	-	-
36 Lifeline- 1B pop based bonds	-	-	-	900	-	-	-	-	-	-	-
37 State Transportation- 1B security	117	117	117	117	117	117	117	117	117	117	117
38 Bridge Toll revenues	-	300	344	2,790	23	245	-	17	52	54	-
39 Prior yr leftover funding	-	898	1,982	-	-	-	-	-	-	-	-
40 TDA 4.0	187	920	-	-	-	-	-	-	-	-	-
41 To be Determined	-	-	2,780	3,097	1,409	1,785	986	1,176	1,572	807	322
<b>42 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>43 Capital</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>

*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	FY2018	FY2019	FY2020	FY2021
<b>TDA RESERVE</b>											
44 Beginning Balance	\$ 3,267	\$ 6,615	\$ 8,034	\$ 6,140	\$ 4,671	\$ 3,025	\$ 2,222	\$ 1,693	\$ 1,459	\$ 2,167	\$ 3,232
45 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
	\$ 447										
	\$ 13,065										
	7.3%	-1.8%	6.5%	6.2%	5.0%	5.0%	4.5%	4.5%	4.5%	4.5%	4.5%

**TDA 4.0 Needed for Operations and Capital:**

46 Used for Fixed route operations	(8,164)	(8,973)	(13,758)	(14,151)	(15,020)	(14,947)	(15,353)	(15,769)	(15,626)	(16,051)	(16,487)
47 Used for Paratransit operations	(1,367)	(1,515)	(1,796)	(1,825)	(1,862)	(1,853)	(1,893)	(1,934)	(1,920)	(1,959)	(1,999)
48 TDA used for Operations	(9,531)	(10,488)	(15,554)	(15,976)	(16,882)	(16,799)	(17,246)	(17,702)	(17,546)	(18,011)	(18,487)
49 Used for capital program	(187)	(920)	-	-	-	-	-	-	-	-	-

50 <b>Ending IDA Reserve</b>	\$ 6,615	\$ 8,034	\$ 6,140	\$ 4,671	\$ 3,025	\$ 2,222	\$ 1,693	\$ 1,459	\$ 2,167	\$ 3,232	\$ 4,679
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51 <b>Ending TDA Reserve in June budget</b>	\$ 4,810	\$ 5,481	\$ 3,588	\$ 2,119	\$ 473	\$ (329)	\$ (858)	\$ (1,091)	\$ (382)	\$ 683	\$ 2,131
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**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**TEN YEAR FORECAST - FLAT TDA, STA, MEASURE J; NO SALARY INCREASES**

*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	3,346	3,367	3,838	3,915	3,993	4,552	4,643	4,736	5,399	5,507	5,617
2 Special Fares	825	791	811	831	852	873	895	917	940	964	988
3 Advertising	504	530	550	570	584	599	614	629	645	661	678
4 Investment & Other	146	149	153	153	-	-	-	-	-	-	-
5 FTA Preventive Maintenance	2,460	4,441	382	390	397	405	413	422	430	439	447
6 Federal Stimulus- Preventive Maintenance	811	-	-	-	-	-	-	-	-	-	-
7 MTC Preventive Maintenance Reserve	828	-	-	-	-	-	-	-	-	-	-
8 MTC STA Augmentation fund	770	-	-	-	-	-	-	-	-	-	-
9 STA Population	2,218	2,340	2,340	2,340	2,340	2,340	2,340	2,340	2,340	2,340	2,340
10 TDA 4.0	8,164	8,973	13,718	13,944	14,731	14,409	14,561	14,717	14,309	14,463	14,621
11 Measure J	3,245	3,385	3,385	3,385	3,385	3,385	3,385	3,385	3,385	3,385	3,385
12 BART Express Funds	616	556	556	556	556	556	556	556	556	556	556
13 Dougherty Valley dev fees/other	183	225	325	506	25	25	25	25	25	25	25
14 Other Local Grants	26	20	20	20	20	20	20	20	20	20	20
15 RM2/Meas J- Express	559	145	145	145	145	145	145	145	145	145	145
16 Lifeline/JARC-CC County	381	650	486	486	486	486	486	486	486	486	486
<b>Total Fixed Route Operating Revenue</b>	<b>24,255</b>	<b>26,400</b>	<b>26,709</b>	<b>27,241</b>	<b>27,515</b>	<b>27,796</b>	<b>28,084</b>	<b>28,379</b>	<b>28,681</b>	<b>28,991</b>	<b>29,309</b>
18 Operating Expenses w/o contingency	24,139	26,400	26,709	27,241	27,515	27,796	28,084	28,379	28,681	28,991	29,309
% increase in expenses	-0.1%	9.4%	1.2%	2.0%	1.0%	1.0%	1.0%	1.1%	1.1%	1.1%	1.1%
19 Operating expense contingency	0	0	0	0	0	0	0	0	0	0	0
<b>Total Fixed Route Operating Expenses</b>	<b>24,139</b>	<b>26,400</b>	<b>26,709</b>	<b>27,241</b>	<b>27,515</b>	<b>27,796</b>	<b>28,084</b>	<b>28,379</b>	<b>28,681</b>	<b>28,991</b>	<b>29,309</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>
21 Passenger Fares	546	574	591	650	669	689	758	781	805	885	912
22 Advertising revenue	1	-	-	-	-	-	-	-	-	-	-
23 FTA Section 5307	733	762	781	800	820	841	862	883	906	928	951
24 TDA 4.5	464	677	677	677	677	677	677	677	677	677	677
25 TDA 4.0	1,367	1,515	1,861	1,952	2,088	2,227	2,323	2,470	2,622	2,722	2,881
26 Measure J	922	959	959	959	959	959	959	959	959	959	959
27 STA Paratransit & Rev based	955	938	938	938	938	938	938	938	938	938	938
28 Bart ADA service	189	170	175	180	186	191	197	203	209	215	222
<b>Total Paratransit Operating Revenue</b>	<b>5,177</b>	<b>5,594</b>	<b>5,981</b>	<b>6,156</b>	<b>6,337</b>	<b>6,523</b>	<b>6,714</b>	<b>6,912</b>	<b>7,115</b>	<b>7,324</b>	<b>7,540</b>
30 Total Paratransit Operating Expenses	5,177	5,594	5,981	6,156	6,337	6,523	6,714	6,912	7,115	7,324	7,540
% increase in expenses	0.5%	8.1%	6.9%	2.9%	2.9%	2.9%	2.9%	2.9%	2.9%	2.9%	2.9%
<b>\$ 29,315</b>	<b>\$ 31,994</b>	<b>\$ 32,690</b>	<b>\$ 33,397</b>	<b>\$ 33,852</b>	<b>\$ 34,319</b>	<b>\$ 34,798</b>	<b>\$ 35,291</b>	<b>\$ 35,796</b>	<b>\$ 36,315</b>	<b>\$ 36,849</b>	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**TEN YEAR FORECAST - FLAT TDA, STA, MEASURE J; NO SALARY INCREASES**  
*In \$Thousands*

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
<b>32 Capital Revenue</b>											
33 Federal	\$ -	\$ 6,173	\$ 4,585	\$ 37,504	\$ 305	\$ 3,139	\$ -	\$ 206	\$ 670	\$ 707	\$ -
34 Prop 1B STA rev based	-	1,212	-	1,619	-	-	-	-	-	-	-
35 Prop 1B STA pop based	-	2,723	799	1,331	-	-	-	-	-	-	-
36 Lifeline- 1B pop based bonds	-	-	-	900	-	-	-	-	-	-	-
37 State Transportation- 1B security	117	117	117	117	117	117	117	117	117	117	117
38 Bridge Toll revenues	-	300	344	2,790	23	245	-	17	52	54	-
39 Prior yr leftover funding	-	898	1,982	-	-	-	-	-	-	-	-
40 TDA 4.0	187	920	-	-	-	-	-	-	-	-	-
41 To be Determined	-	-	2,780	3,097	1,409	1,785	986	1,176	1,572	807	322
<b>42 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>43 Capital</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>

*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  
\$920k TDA for FY 2012 capital projects is a swap with preventive maintenance fed operating grant*

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**REVISED TDA RESERVE- FLAT TDA, STA, MEASURE J; NO SALARY INCREASES**

TDA RESERVE	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
44 Beginning Balance	\$ 3,267	\$ 6,615	\$ 8,034	\$ 5,282	\$ 2,213	\$ (1,779)	\$ (5,588)	\$ (9,644)	\$ (14,005)	\$ (18,109)	\$ (22,466)
45 Estimated TDA 4.0 Allocation	\$ 12,618	\$ 12,827	\$ 12,827	\$ 12,827	\$ 12,827	\$ 12,827	\$ 12,827	\$ 12,827	\$ 12,827	\$ 12,827	\$ 12,827
<b>FY 11 adj to actual; revised FY 12 est</b>	<b>\$ 447</b>										
	\$ 13,065										
	7.3%	-1.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<b>TDA 4.0 Needed for Operations and Capital:</b>											
46 Used for Fixed route operations	(8,164)	(8,973)	(13,718)	(13,944)	(14,731)	(14,409)	(14,561)	(14,717)	(14,309)	(14,462)	(14,621)
47 Used for Paratransit operations	(1,367)	(1,515)	(1,861)	(1,952)	(2,088)	(2,227)	(2,323)	(2,470)	(2,622)	(2,722)	(2,881)
48 TDA used for Operations	<b>(9,531)</b>	<b>(10,488)</b>	<b>(15,578)</b>	<b>(15,896)</b>	<b>(16,819)</b>	<b>(16,636)</b>	<b>(16,884)</b>	<b>(17,187)</b>	<b>(16,931)</b>	<b>(17,184)</b>	<b>(17,502)</b>
49 Used for capital program	(187)	(920)	-	-	-	-	-	-	-	-	-
<b>Ending TDA Reserve -Revised</b>	<b>\$ 6,615</b>	<b>\$ 8,034</b>	<b>\$ 5,282</b>	<b>\$ 2,213</b>	<b>\$ (1,779)</b>	<b>\$ (5,588)</b>	<b>\$ (9,644)</b>	<b>\$ (14,005)</b>	<b>\$ (18,109)</b>	<b>\$ (22,466)</b>	<b>\$ (27,140)</b>
<b>Ending TDA Reserve in June budget</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>