

The County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

www.cccta.org

BOARD OF DIRECTORS MEETING AGENDA

**Thursday, May 17, 2012
9:00 a.m.**

**CCCTA Paratransit Facility Board Room
2477 Arnold Industrial Way
Concord, California**

The CCCTA Board of Directors may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

1. Call to Order/Pledge of Allegiance
2. Roll Call/Confirm Quorum
3. Public Communication
4. Consent Calendar
 - a. Approval of Minutes of Regular Meeting of April 19, 2012*
 - b. Proposal for Financial Audit Services*
Resolution No. 2012-023*
(The Resolution authorizes award of contract for audit services to Brown Armstrong Accountancy Corporation.)
5. Report of Chair

*Enclosure

Clayton • Concord • Contra Costa County • Danville • Lafayette • Martinez
Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

6. Report of General Manager
 - a. Update on Federal and State Legislation
 - b. Update on MTC's Sustainability Project
 - c. One Bay Area Grant "OBAG" and Public Transit
 - d. Potential Late Night/Early Morning BART Bus Service

7. Report of Standing Committees

- a. Administration and Finance Committee
(Committee Chair: Director Dessayer)

- (1) FY2013 Draft Budget and FY2012 Estimated Actual*
(The Board will review the FY2013 Draft Budget.)

- b. Marketing, Planning and Legislative Committee
(Committee Chair: Director Weir)

- (1) FY2013 Draft Marketing Plan*
(The MP&L Committee recommends that the Board adopt the FY2013 Marketing Plan.)

8. Report from the Advisory Committee

9. Board Communication

Under this item, Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to committee or staff for information, or requesting a report (on any matter) be made at another meeting.

10. Closed Session

- a. Consultation with Labor Negotiator
Pursuant to Government Code Section 54957.6
Labor Negotiation Strategies with Represented and Nonrepresented Employees: ATU Local 1605 AFL-CIO Bus Operators; Teamsters Union Local 856 AFL-CIO Transit Supervisors; Automotive Machinists Lodge No. 1173 Maintenance Employees; and Administrative Employees

*Enclosure

11. Open Session

a. Report on Action(s) Taken During the Closed Session

12. Adjournment

General Information

Public Comment: Each person wishing to address the CCCTA Board of Directors is requested to complete a Speakers Card for submittal to the Clerk of the Board before the meeting convenes or the applicable agenda item is discussed. Persons who address the Board are also asked to furnish a copy of any written statement to the Clerk. Persons who wish to speak on matters set for Public Hearings will be heard when the Chair calls for comments from the public. After individuals have spoken, the Public Hearing is closed and the matter is subject to discussion and action by the Board. A period of thirty (30) minutes has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Board. Each individual will be allotted three minutes, which may be extended at the discretion of the Board Chair.

Consent Items: All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board Member or a member of the public prior to when the Board votes on the motion to adopt.

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.

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 the Board Clerk, Janet Madrigal, at 2477 Arnold Industrial Way, Concord, CA 94520 or madrigal@cccta.org.

Shuttle Service: With 24-hour notice, a CCCTA LINK shuttle can be available at the North Concord BART station for individuals who want to attend the Board meetings. To arrange for the shuttle service, please call Robert Greenwood – 925/680 2072, no later than 24 hours prior to the start of the meeting.

Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, June 21, 9:00 a.m., CCCTA Board Room
Administration & Finance:	Thursday, June 7, 2:30 p.m., 1676 N. California Blvd., S620, Walnut Creek
Advisory Committee:	Friday, May 11, 9:30 a.m., CCCTA Board Room
Marketing, Planning & Legislative:	Wednesday, June 6, 3:00 p.m., CCCTA Conference Room
Operations & Scheduling:	Friday, June 1, 9:00 a.m., Supervisor Uilkema's Lamorinda Office

The above meeting schedules are subject to change. Please check the CCCTA Website (www.CCCTA.org) or contact CCCTA staff at 925/676-1976 to verify date, time and location prior to attending a meeting.

This agenda is posted on CCCTA's Website (www.CCCTA.org) and at the CCCTA Administrative Offices, 2477 Arnold Industrial Way, Concord, California

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Agenda Item No. 4.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

April 19 2012

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Worth called the meeting to order at 9:00 a.m. Board Members present were Directors Dessayer, Horn, Hudson, Schroder, Simmons, Weir and Alternate Member Mitchoff (representing Contra Costa County). Directors Andersen, Hoffmeister and Manning were absent.

Staff: Mitchell, Chun, Bowron, Burdick, Casenave, Churchill, Hill, Madrigal and Muzzini

PUBLIC COMMUNICATION: There was no communication from the public.

CONSENT CALENDAR

MOTION: Director Horn moved approval of the Consent Calendar, consisting of the following item: (a) Approval of Minutes of Regular Meeting of March 15, 2012. Director Hudson seconded the motion and it received the following vote of approval.

Aye: Directors Dessayer, Horn, Hudson, Mitchoff, Schroder, Simmons, Weir and Worth
No: None
Abstain: None
Absent: Directors Andersen, Hoffmeister and Manning

REPORT OF CHAIR

Proclamation Commending Gayle B. Uilkema

Chair Worth advised she signed the Proclamation and it was presented to Director Uilkema on March 22, 2012 by Directors Dessayer and Horn at a City of Lafayette recognition ceremony. The opportunity for honoring Director Uilkema with a Proclamation came up after the Board meeting in March. She thanked staff and Board Members for their contributions to this project.

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

MOTION: Director Dessayer moved adoption of the Proclamation Commending Gayle B. Uilkema. The motion was seconded by Director Horn and it received the following vote of approval.

Aye: Directors Dessayer, Horn, Hudson, Mitchoff, Schroder, Simmons, Weir and Worth
No: None
Abstain: None
Absent: Directors Andersen, Hoffmeister and Manning

REPORT OF GENERAL MANAGER: There was no report.

REPORT OF STANDING COMMITTEES

Administration and Finance Committee

FY2013 Draft Budget and Ten-Year Forecast

Director Dessayer stated that the FY2013 Draft Budget and Ten-Year Forecast were reviewed twice by the A&F Committee. The purpose today is to apprise the Board of the current status of the FY2013 budget and to provide a place marker for filing a timely application with MTC for allocation of TDA, STA and RM2 funds for FY2013. A revised FY2013 draft budget will be presented to the Board in May and the final budget will be considered for adoption in June. The ten-year forecast is more positive than in the past.

MOTION: Director Dessayer moved approval of Resolution No. 2012-021 which authorizes filing an application and supporting documentation to the Metropolitan Transportation Commission for allocation of TDA, STA and RM2 funds for FY2013. The motion was seconded by Director Simmons and it was approved by the vote recorded below.

Aye: Directors Dessayer, Horn, Hudson, Mitchoff, Schroder, Simmons, Weir and Worth
No: None
Abstain: None
Absent: Directors Andersen, Hoffmeister and Manning

Operations and Scheduling Committee

Boulder's Free Transit

Director Horn introduced this topic about the fare for bus and light rail service throughout the Denver and Boulder, Colorado region. An analysis by Laramie Bowron, Manager of Planning, found that an ECHO Pass is used for this service and it is not free because it is subsidized by local businesses and neighborhoods, similar to the Bishop Ranch service and the trolley service in downtown Walnut Creek. This was an information item and no action was taken by the Board.

RTCC Fuel Bid and Contract

Scott Mitchell, Director of Maintenance, provided an overview of the joint fuel bid issued by the Regional Transit Coordinating Council on behalf of the participating agencies. Six bids were received by CCCTA for the procurement of CARB ultra-low sulfur diesel fuel. The bid from Boyett Petroleum had the lowest add on of \$0.0082 per gallon on the OPUS wholesale price. This contract guarantees that CCCTA will be able to purchase fuel and it guarantees that the price will be based on the OPUS average weekly price plus a fixed cost for the add on of \$0.0082. The current fuel supplier did not submit a bid to CCCTA. Boyett Petroleum is located in Modesto, California.

MOTION: Director Dessayer moved approval of Resolution No. 2012-022 which authorizes award of contract to Boyett Petroleum for CARB ultra-low sulfur diesel fuel. Director Simmons provided the second to the motion and it was approved.

- Aye: Directors Dessayer, Horn, Hudson, Mitchoff, Schroder, Simmons, Weir and Worth
- No: None
- Abstain: None
- Absent: Directors Andersen, Hoffmeister and Manning

REPORT FROM THE ADVISORY COMMITTEE

Reappointment of Maureen Murphy to the Advisory Committee as a Representative from the City of Walnut Creek

MOTION: Director Simmons moved approval of the reappointment of Maureen Murphy to the Advisory Committee as a representative from the City of Walnut Creek. Director Horn seconded the motion and it received a vote of approval.

- Aye: Directors Dessayer, Horn, Hudson, Mitchoff, Schroder, Simmons, Weir and Worth
- No: None
- Abstain: None
- Absent: Directors Andersen, Hoffmeister and Manning

BOARD COMMUNICATION: There was no further communication from the Board.

ADJOURNMENT: Chair Worth adjourned the regular Board meeting at 9:15 a.m.

Minutes prepared by

Janet Madrigal, Clerk to the Board

Date

To: Board of Directors

Date: May 8, 2012

From: Kathy Casenave, Director of Finance

Reviewed by:

SUBJECT: Proposal for Financial Audit Services

Summary of Issues:

At its February 2012 meeting, the Board of Directors directed staff to prepare a request for proposals (RFP) for audit services for up to 5 years, beginning with fiscal year 2012. The RFP was released on March 5, 2012. Five firms with audit experience in transit operations were notified by email that the proposal was posted on our website and 18 DBE firms were notified by letter. Three firms responded with a list of questions and staff responded. Three of the questions had to do with the current audit firm- was CCCTA satisfied with the firm, would the firm be allowed to submit a proposal, and the fee for the 2011 year.

The proposals were due on April 2. Only one firm submitted a proposal, our current auditor Brown, Armstrong. The fees proposed:

2012	\$39,500
2013	\$40,500
2014	\$41,500
2015	\$42,500
2016	\$43,500

These fees compare very reasonably to the previous 5 year contract:

2007	\$33,000
2008	\$36,000
2009	\$39,000
2010	\$39,000
2011	\$39,000

Recommendation: The Administration and Finance Committee recommends that the Board of Directors authorize the General Manager to enter into a contract with Brown Armstrong to perform financial audits for a one year period with the option of four extensions beginning with FY 2012 at the above amounts.

RESOLUTION NO. 2012-023

**BOARD OF DIRECTORS, CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STATE OF CALIFORNIA**

**AUTHORIZING AWARD OF CONTRACT FOR AUDIT SERVICES TO BROWN
ARMSTRONG ACCOUNTANCY CORPORATION**

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("CCCTA"), a joint exercise of powers agency created under California Government Code Section 6500 et seq., for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions; and

WHEREAS, on February 16, 2012 the CCCTA Board of Directors authorized the release of a Request for Proposals for professional audit services to conduct the annual audit; and

WHEREAS, one proposal was submitted, which was evaluated by the staff and determined to be responsive to CCCTA's requirements; and

WHEREAS, the Administration & Finance Committee concurs in the staff recommendation for award of contract to Brown Armstrong Accountancy Corporation to perform the desired services.

NOW, THEREFORE, BE IT RESOLVED that the Central Contra Costa Transit Authority Board of Directors hereby authorizes the award of a professional services agreement to Brown Armstrong Accountancy Corporation for Audit Services for a one year term and four (4) one year options exercisable by the General Manager, at a cost not to exceed \$39,500 for the fiscal year ending June 30 2012, \$40,500 for the fiscal year ending June 30 2013, \$41,500 for the fiscal year ending June 30, 2014, \$42,500 for the fiscal year ending June 30, 2015 and \$43,500 for the fiscal year ending June 30, 2016, inclusive of all costs and expenses and based upon the unit prices submitted, all in accordance with the proposal documents, and in a form approved by Legal Counsel.

Regularly passed and adopted this 17th day of May, 2012, by the following vote.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Amy R. Worth, Chair, Board of Directors

ATTEST:

Janet Madrigal, Clerk to the Board

AGENDA ITEM

TO: Board of Directors **DATE:** May 8, 2012
FROM: Kathy Casenave **SUBJECT:** FY 2013 Draft Budget and FY 2012
 Estimated Actual

FY 2013 Proposed Budget & FY 2012 Estimated Actual

The FY 2013 proposed operating budget totals \$32,679,423. Of this, fixed route is \$26,781,272 and Paratransit is \$5,398,151. The budget also includes a contingency line item of \$500,000. There are several changes from the draft budget presented in April, which are detailed below.

- Fixed route expenses for FY 2013 are projected to be \$1,488,820 (5.9%) more than the estimated actual for FY 2012.
- Paratransit expenses are projected to be \$102,153 (1.9%) more than the estimate actual for FY 2012.

The FY 2012 operating budget is for \$32,544,296 which included a contingency line item of \$550,000. The actual operating expenses are projected to be under budget by \$1,955,846 (6.1%).

- Fixed route expenses for FY 2012 are estimated to be \$1,657,455 (6.2%) less than the budget.
- Paratransit expenses for FY 2012 are estimated to be \$298,401 (5.3%) less than the budget.

Significant Variances- (The * denotes a change from the April draft)

Operating Revenues-

*	Passenger Fares	FY 2012 Fixed route fares are projected to be 3.4% more than budgeted based on actuals through February. The fares for FY 2013 are estimated to grow by 2%. The new estimate increases fare revenue in the May draft by \$132k for 2012 and \$134k for 2013 over the April draft. Paratransit passenger fares for FY 2012 have also been increased by \$19k. The fares for FY 2013 have been increased by \$22k.
	Special Fares	FY 2012 special fares are expected to be \$80,651 more than projected due to contracts with ITT Tech and Cal State, and increase in Bishop Ranch revenue. FY 2013 projected revenue is estimated to be 1.7% more than FY 2012.
	FTA Preventive Maintenance	Preventive Maintenance will be \$1,082,792 less than projected for FY 2012 because certain maintenance costs that qualify for 80% reimbursement will be less. This amount will be carried over to FY 2013. The remaining preventive maintenance revenue that was converted from the FY2011 bus purchase allocation will be used in FY 2013.

	STA	The FY 2012 amounts for Fixed Route and Paratransit are based on MTC's first estimate which was used for the TDA Claim; the final numbers were used for the approved budget. A revised allocation request can be submitted or the excess can be carried over to FY 2013; staff decided on the latter. The FY 2013 fixed route STA is \$1.9 million more than FY 2012 and Paratransit STA is \$474k more than FY 2012 in part because of this carry over.
*	Measure J	For the April draft, staff estimated a 3% increase over FY 2012; CCTA had not yet released next years' numbers. CCTA staff is proposing a substantial increase in the FY 2013 allocation, which is reflected in the May draft and is \$500k more than the April draft. (\$321k for Fixed route; \$182k for Paratransit).
*	TDA 4.0	FY 2012 fixed route TDA revenue used has been reduced by \$107k for fixed route and \$19k due mainly to an increase in the fare projection. FY 2013 fixed route TDA revenue used has been reduced by \$417k and Paratransit TDA revenue used has been reduced by \$203k mainly because of the increase in the fare projection and Measure J revenue.

Operating Expenses-

	Total Operating expenses	Fixed route operating expenses for FY 2013 are budgeted to be \$1.5 million more than FY 2012 estimated actual. Most of the increase is due to diesel fuel, \$687k; wages and benefits, \$374k, and services, \$163k. Paratransit operating expenses for FY 2013 are budgeted to be \$102k more than estimated actual in the event that the vacant Paratransit Manager's position is filled.
*	Operating Expense Changes	Operating Expense changes from the April Draft: <ul style="list-style-type: none"> • FY 2012 fixed route expenses have been increased by \$25k. Wages have been decreased by \$2k Benefits have been increased by \$27K. Various paid times off (sick, vacation, holidays) have been increased by a total of \$43k; the Admin cafeteria plan has been decreased by \$25k and ATU cafeteria plan has been increased by 46k. • FY 2013 fixed route expenses have been increased by \$39k. Wages have been decreased by \$2k. Benefits have been increased by \$41k. Paid time off has been increased by \$56k, mainly in sick leave; Admin cafeteria has decreased by \$12k, ATU cafeteria, by \$3k. • The Paratransit expenses remain the same.

Key Assumptions for the Ten Year Forecast-(The * denotes a change from the April draft)

*	Passenger Fares	Because the fare estimate for FY 2012 and FY 2013 has increased, the out years have also increased although the rate of growth has remained the same. Passenger fares are increased 2% annually for Fixed route and 3% for Paratransit. Fares increases are projected for FY 2014 and 2018.
	STA revenue	STA revenue for FY 2013 is estimated by MTC and includes carryover of FY 2012 unclaimed. The FY 2014 revenue is less than FY 2013 because of the carryover. The growth rate for the out years is 2.5%.
*	Measure J	<p>Because the Measure J allocation for FY 2013 is expected to be more than amount in the April draft, the out years have increased even though the rate of growth remains the same.</p> <p>The growth rates used in the forecast are based on the Contra Costa Transportation Authority's revised Measure J Strategic Plan published in July 2011 are used- 3.02% for FY 2013-FY 2015 and 4.03% in FY 2016-FY 2019 & 4.54% FY 2020-2021.</p>
	TDA Revenue	<p>The latest TDA 4.0 revenue projections from the County Auditor-Controller's office have been positive. The FY 2012 projection has been increased from \$12,826,590 to \$13,704,703, a 4.89% increase over FY 2011 actual. For FY 2013, the projection is \$14,290,173, a 4.27% increase. The impact to the forecast is a \$1.5 million increase in estimated available funds. The Auditor-Controller usually is conservative in projecting TDA revenue; during the last several years the actual revenue has been more than the estimate.</p> <p>TDA in the out years is projected to grow at the same rate as Measure J.</p>

*	Operating Expenses	An overall growth rate of between 2%- to 3.2% has been used for fixed route operating expenses, with most years at 2.7%. The growth rate for Paratransit expenses is 3% for all years.
	Retiree Medical expense	Retiree medical expense of \$345,000 has been included in all years. This is based on the most current actuarial report.
	PERS Expenses	PERS employer rate for FY 2014-FY 2017 are estimated to be 5.5%, 5.9%, 6.8% & 8.3%, based on an investment rate of return is 2.93% (<i>what if scenario, PERS actuarial report of Oct 2011</i>). The 8.3% is used from then on.
*	Capital Expenses	Funding shortfalls in the capital program have been eliminated. If bridge toll/state bond funds are not available, TDA revenue will be used.

TDA Reserve-

The TDA reserve is \$4.2 at the end of FY 2021. The increase is mainly due to the increase in the FY 2013 Measure J allocation which is the base year for the rest of the forecast years. The capital revenue shortfall has been eliminated by using TDA for capital projects when no other funding is anticipated.

ACTION REQUESTED:

Staff requests that the A&F Committee gives direction to staff and forward a draft budget to the Board for review & discussion in preparation for the final budget in June.

DRAFT
Operating and Capital Budget

Fiscal Year 2013



CENTRAL CONTRA COSTA TRANSIT AUTHORITY

Concord, California

May 8, 2012

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2013 Budget
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**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2013 BUDGET SUMMARY**

	EST/ACTUAL FY 2012	APPROVED BUDGET FY 2012	% VARIANCE	PROPOSED BUDGET FY 2013	FY 2013 BUD OVER/(UNDER) EST ACT
Operations					
Fixed Route	\$ 25,292,451	\$ 26,949,897	-6.2%	\$ 27,281,272	7.9%
Paratransit	\$ 5,295,998	\$ 5,594,399	-5.3%	\$ 5,398,151	1.9%
Subtotal	\$ 30,588,449	\$ 32,544,296	-6.0%	\$ 32,679,423	6.8%
Capital					
Fixed Route	\$ 11,630,032	\$ 11,630,032	0.0%	\$ 5,489,353	-52.8%
Paratransit	\$ 712,000	\$ 712,000	0.0%	\$ 976,400	100.0%
Subtotal	\$ 12,342,032	\$ 12,342,032	0.0%	\$ 6,465,753	-47.6%
Grand Total	\$ 42,930,481	\$ 44,886,328	-4.4%	\$ 39,145,176	-8.8%

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2013 BUDGET- OPERATING EXPENDITURES**

Category	ACTUAL FY 2011	EST/ACT FY 2012	APPROVED BUDGET FY 2012	EST/ACT over(under) Amount +/-	Budget % +/-	PROPOSED BUDGET FY 2013	FY2013 vs 2012 EstActual Amount +/-	% +/-
Fixed Route								
Wages	11,806,241	11,709,962	11,945,915	(235,953)	-2.0%	11,880,381	170,419	1.5%
Fringe benefits	6,666,016	7,340,542	7,496,435	(155,893)	-2.1%	7,544,481	203,939	2.8%
Total Wages and benefits	18,472,257	19,050,504	19,442,350	(391,846)	-2.0%	19,424,862	374,358	2.0%
Services	1,563,554	1,872,522	1,968,200	(95,678)	-4.9%	2,035,540	163,018	8.7%
Materials and supplies	2,967,674	3,224,519	3,864,480	(639,961)	-16.6%	4,050,370	825,851	25.6%
Utilities	227,846	267,979	273,000	(5,021)	-1.8%	327,500	59,521	22.2%
Casualty and liability	385,278	356,316	379,367	(23,051)	-6.1%	360,300	3,984	1.1%
Taxes	306,307	308,662	264,000	44,662	16.9%	376,000	67,338	21.8%
Leases and rentals	37,396	40,000	38,000	2,000	5.3%	40,500	500	1.3%
Miscellaneous	135,904	126,950	123,250	3,700	3.0%	119,850	(7,100)	-5.6%
Purchased transportation	42,287	45,000	47,250	(2,250)	-4.8%	46,350	1,350	3.0%
Total Other Expenses	5,666,246	6,241,948	6,957,547	(715,599)	-10.3%	7,356,410	1,114,462	17.9%
Subtotal	24,138,503	25,292,451	26,399,897	(1,107,445)	-4.2%	26,781,272	1,488,820	5.9%
Contingency			550,000	(550,000)	-100.0%	500,000	500,000	
Subtotal	24,138,503	25,292,451	26,949,897	(1,657,445)	-6.2%	27,281,272	1,988,821	7.9%
Paratransit								
Wages	97,913	84,736	84,222	514	0.6%	160,552	75,815	89.5%
Fringe benefits	44,880	41,443	44,046	(2,603)	-5.9%	66,687	25,244	60.9%
Total Wages and benefits	142,793	126,179	128,268	(2,089)	-1.6%	227,238	101,059	80.1%
Services	12,192	24,179	27,030	(2,851)	-10.5%	24,703	524	2.2%
Materials and supplies	6,304	2,850	2,850	0	0.0%	2,900	50	1.8%
Utilities	18,620	20,300	22,440	(2,140)	-9.5%	20,800	500	2.5%
Taxes	591	590	510	80	15.7%	600	10	1.7%
Miscellaneous	94	900	1,122	(222)	-19.8%	910	10	1.1%
Purchased transportation	4,996,419	5,121,000	5,412,179	(291,179)	-5.4%	5,121,000	0	0.0%
Total Other Expenses	5,034,220	5,169,819	5,466,131	(296,312)	-5.4%	5,170,913	1,094	0.0%
Subtotal	5,177,013	5,295,998	5,594,399	(298,401)	-5.3%	5,398,151	102,153	1.9%
Total	\$ 29,315,516	\$ 30,588,449	\$ 32,544,296	\$ (1,955,846)	-6.1%	\$ 32,679,423	\$ 2,090,974	6.8%

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2013 BUDGET- OPERATING REVENUES**

Category	ACTUAL FY 2011	EST/ACT FY 2012	APPROVED BUDGET FY 2012	EST/ACT over(under) Budget Amount +/-	% +/-	PROPOSED BUDGET FY 2013	FY2013 vs 2012 EstActual Amount +/-	% +/-
Fixed Route								
Fare revenue	3,346,122	3,479,967	3,366,829	113,138	3.4%	3,549,566	69,599	2.0%
Special service revenue	824,631	871,714	791,063	80,651	10.2%	886,414	14,700	1.7%
Advertising revenue	504,238	532,096	530,000	2,096	0.4%	552,096	20,000	3.8%
Non-Operating rev	145,972	120,000	148,500	(28,500)	-19.2%	120,000	-	0.0%
FTA Section 5303	-	30,000		30,000		30,000	-	
FTA Preventive Maintenance	2,460,088	3,175,000	4,257,792	(1,082,792)	-25.4%	2,453,884	(721,116)	-22.7%
Federal Stimulus	810,678			-			-	
STA Augmentation Fund	770,457			-			-	
STA Pop	2,217,514	1,852,940	2,308,112	(455,172)	-19.7%	3,803,068	1,950,128	105.2%
TDA 4.0	8,163,880	10,523,410	10,566,010	(42,600)	-0.4%	10,103,685	(419,725)	-4.0%
Measure J	3,245,313	3,384,871	3,384,871	-	0.0%	3,808,297	423,426	12.5%
BART Express Funds	616,358	556,311	556,311	-	0.0%	603,978	47,667	8.6%
Dougherty Valley revenue	183,000	166,268	225,000	(58,732)	-26.1%	225,000	58,732	35.3%
Other Local Grants	26,370	20,000	20,000	-	0.0%	20,000	-	0.0%
RM 2/Other- Express	559,430	145,339	145,339	-	0.0%	145,339	-	0.0%
Lifeline-CCTA (STA/JARC)	381,113	434,535	650,070	(215,535)	-33.2%	979,945	545,410	125.5%
Subtotal	24,255,164	25,292,451	26,949,897	(1,657,446)	-6.2%	27,281,272	1,988,821	7.9%
Paratransit								
Fare revenue	546,440	601,084	573,594	27,490	4.8%	613,106	12,022	2.0%
Advertising revenue	714			-			-	
Non-Operating revenue	696	300	300	-	0.0%	300	-	0.0%
FTA Section 5307	732,526	672,718	761,827	(89,109)	-11.7%	686,172	13,454	2.0%
TDA 4.5	464,173	655,865	655,865	-	0.0%	638,144	(17,721)	-2.7%
TDA 4.0	1,366,654	1,513,468	1,589,910	(76,442)	-4.8%	920,296	(593,172)	-39.2%
Measure J	922,472	959,374	959,374	-	0.0%	1,170,022	210,648	22.0%
STA Paratransit & Rev based	954,815	703,189	883,529	(180,340)	-20.4%	1,177,261	474,072	67.4%
BART ADA Service/Other	188,524	190,000	170,000	20,000	11.8%	192,850	2,850	1.5%
Subtotal	5,177,014	5,295,998	5,594,399	(298,401)	-5.8%	5,398,151	102,153	1.9%
Total	\$ 29,432,178	\$ 30,588,449	32,544,296	\$ (1,955,847)	-6.1%	\$ 32,679,423	\$ 2,090,974	6.8%

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY2013 Revenue Source Utilization

	Anticipated Revenue		Anticipated Utilization		Difference
Fixed Route					
Fare revenue	\$ 3,549,566	\$	3,549,566		0
Special service revenue	886,414		886,414		0
Advertising Revenue	552,096		552,096		0
Non-Operating revenue	120,000		120,000		0
FTA Section 5303	30,000		30,000		0
FTA Preventive Maintenance	2,453,884		2,453,884		0
STA Pop	3,803,068	\$	3,803,068		0
TDA 4.0	14,290,173		10,103,685		4,186,488
Measure J	3,808,297		3,808,297		0
BART Express Funds	603,978		603,978		0
Dougherty Valley grants	225,000		225,000		0
Other Local Grants	20,000		20,000		0
RM2- Express	145,339		145,339		0
Lifeline-CCTA	979,945		979,945		0
Total Fixed Route Operating Revenue	\$ 31,467,760	\$	27,281,272	\$	4,186,488
Paratransit					
Fare revenue	\$ 613,106	\$	613,106		0
Advertising Revenue	-	\$	-		0
Non-operating revenue	300	\$	300		0
FTA Section 5307	686,172	\$	686,172		0
TDA 4.5	638,144	\$	638,144		0
TDA 4.0	-	\$	920,296		(920,296)
Measure J	1,170,022	\$	1,170,022		0
STA Paratransit	1,177,261	\$	1,177,261		0
Other Grants	-	\$	-		0
BART ADA Service/other	192,850	\$	192,850		0
Total Paratransit Operating Revenue	\$ 4,477,855	\$	5,398,151	\$	(920,296)
Capital Program					
TDA 4.0	-		235,000		(235,000)
Increase (Decrease) to TDA reserve				\$	3,031,192

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STAFFING**

Position Type		FY 07 ACTUAL	FY 08 ACTUAL	FY 09 ACTUAL	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 BUDGET	FY 2013 BUDGET
Transportation	Transportation administration	3.0	3.0	3.0	3.0	3.0	3.0	3.0
	Training	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Transit Supervisor/Dispatcher	12.0	12.0	10.0	10.0	10.0	10.0	10.0
		17.0	17.0	15.0	15.0	15.0	15.0	15.0
	Full-time runs	143.0	152.0	128.0	128.0	125.0	125.0	125.0
	Part-time runs	19.0	16.0	12.0	12.0	12.0	12.0	12.0
	Full-time stand-by (Protection)	39.0	42.0	38.0	38.0	35.0	35.0	35.0
		201.0	210.0	178.0	178.0	172.0	172.0	172.0
Total Transportation		218.0	227.0	193.0	193.0	187.0	187.0	187.0
Maintenance	Maintenance administration	5.0	5.0	5.0	5.0	5.0	5.0	5.0
	Facilities	5.0	5.0	5.0	5.0	5.0	5.0	5.0
		10.0	10.0	10.0	10.0	10.0	10.0	10.0
	Mechanic, Level V	5.0	5.0	5.0	5.0	5.0	5.0	5.0
	Mechanic, Level IV	4.0	4.0	4.0	4.0	4.0	4.0	4.0
	Mechanic, Level III	7.0	7.0	7.0	7.0	7.0	7.0	7.0
	Mechanic, Level II	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Mechanic, Level I	1.0	1.0	1.0	1.0	1.0	1.0	1.0
	Bus service workers	10.0	10.0	10.0	10.0	10.0	10.0	10.0
		29.0	29.0	29.0	29.0	29.0	29.0	29.0
Total Maintenance		39.0	39.0	39.0	39.0	39.0	39.0	39.0
General Administration	General Administration	4.5	5.5	5.5	5.5	4.5	4.0	3.0
	Stores & Procurement	1.0	1.0	1.0	1.0	1.0	1.0	1.0
	Stores workers	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Finance	6.0	5.0	6.0	6.0	5.0	5.0	5.0
	Human Resources	3.0	3.0	3.0	2.0	2.0	2.0	2.0
	Marketing	3.0	3.0	3.0	3.0	3.0	2.0	2.0
	Customer service	10.0	8.5	6.5	6.5	6.5	6.0	6.0
	Planning/Scheduling/MIS	7.0	8.0	7.0	6.0	7.0	8.0	8.0
	Subtotal in full time equivalents	36.5	36.0	34.0	32.0	31.0	30.0	29.0
Fixed Route Operations								
Total		293.5	302.0	266.0	264.0	257.0	256.0	255.0
Paratransit		3.0	3.0	2.0	2.0	2.0	2.0	3.0
Total Operations		296.5	305.0	268.0	266.0	259.0	258.0	258.0

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY2013 CAPITAL PROGRAM**

	Funding Source				
	Fed	State Bridge Tolls	State Bonds	Local	Total
Revenue Fleet (7 Fixed route buses, 10 Paratransit)	\$ 4,584,783	\$ 396,000	\$ 747,007	\$	\$ 5,727,790
Facility Maintenance and Modernization			502,963		\$ 502,963
Non Revenue Fleet				180,000	\$ 180,000
Tools & Maintenance Equipment				-	\$ -
IT Equipment/Software				55,000	\$ 55,000
Furniture and Equipment				-	\$ -
Total	4,584,783	396,000	1,249,970	235,000	\$ 6,465,753

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
TEN YEAR CAPITAL PROGRAM**

In \$Thousands

Programs	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	Total
Non Revenue Fleet	\$ 180	\$ 226	\$ -	\$ 104	\$ 182	\$ 70	\$ -	\$ 294	\$ -	\$ -	1,056
Revenue Fleet	5,728	46,496	388	4,076	-	276	863	893	-	447	59,167
Facility Maintenance & Modernization	503	286	1,191	696	726	744	1,263	242	254	247	6,151
Information Technology	55	121	70	209	80	202	85	85	55	85	1,047
Maintenance Equipment & Tools	-	311	165	232	200	100	275	165	50	100	1,598
Office Furniture and Equipment	-	109	50	116	50	123	50	70	80	80	728
Total Capital Program	6,466	47,549	1,864	5,432	1,238	1,516	2,536	1,749	439	959	69,747
Total Fixed-Route	5,489	47,549	1,476	1,356	1,238	1,239	1,673	856	439	512	61,827
Total Paratransit	976	-	388	4,076	-	276	863	893	-	447	7,920
	\$ 6,466	\$ 47,549	\$ 1,864	\$ 5,432	\$ 1,238	\$ 1,516	\$ 2,536	\$ 1,749	\$ 439	\$ 959	69,747

Funding Source	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	Total
Fed 5307	4,585	37,504	305	3,139	-	206	670	707	-	358	47,472
Transportation Development Act	235	2,255	953	1,632	1,121	1,176	1,697	872	322	484	10,747
State Transportation bonds	648	3,984	466	-	-	-	-	-	-	-	5,098
Lifeline- 1B pop based bonds	485	900	-	300	-	-	-	-	-	-	1,685
State Transportation- 1B security	117	117	117	117	117	117	117	117	117	117	1,170
Bridge Toll Revenue	396	2,790	23	245	-	17	52	54	-	-	3,576
To be Determined	-	-	-	-	-	-	-	-	-	-	-
Total Capital Revenue	\$ 6,466	\$ 47,549	\$ 1,864	\$ 5,432	\$ 1,238	\$ 1,516	\$ 2,535	\$ 1,749	\$ 439	\$ 959	\$ 69,747

Revenue Fleet replacements											
# Fixed Route vehicles	7	64									71
# Paratransit vehicles	10		3	42		4	8	6		3	76

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

	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021
Revenue Hours	209,000	209,000	209,000	209,000	209,000	209,000	209,000	209,000	209,000	209,000
1 Passenger Fares	3,480	3,550	3,876	3,949	4,024	4,099	4,471	4,555	4,641	4,729
2 Special Fares	872	886	909	931	955	978	1,003	1,028	1,054	1,080
3 Advertising	532	552	572	586	601	616	631	647	663	680
4 Investment & Other	120	120	120	120	120	120	120	120	120	120
5 FTA Sec 8 Planning	30	30	30	30	30	30	30	30	30	30
6 FTA Preventive Maintenance	3,175	2,454	390	397	405	413	422	430	439	447
7 STA Population	1,853	3,803	2,425	2,486	2,548	2,611	2,677	2,744	2,812	2,883
8 TDA 4.0	10,523	10,104	13,556	14,003	14,450	15,234	15,331	15,725	16,104	16,491
9 Measure J	3,385	3,808	3,923	4,042	4,205	4,374	4,550	4,734	4,948	5,173
10 BART Express Funds	556	604	622	641	660	680	700	721	743	765
11 Dougherty Valley dev fees/other	166	225	225	225	265	25	25	25	25	25
12 Other Local Grants	20	20	20	20	20	20	20	20	20	20
13 RM2/Meas J- Express	145	145	145	145	145	145	145	145	145	145
14 Lifeline-CC County	435	980	500	515	530	546	563	580	597	615
15 Total Fixed Route Operating Revenue	25,292	27,281	27,313	28,090	28,957	29,894	30,688	31,504	32,342	33,204
16 Operating Expenses w/o contingency	25,292	26,781	27,313	28,090	28,957	29,894	30,688	31,504	32,342	33,204
% increase in expenses		5.9%	2.0%	2.8%	3.1%	3.2%	2.7%	2.7%	2.7%	2.7%
17 Operating expense contingency	\$ 500									
18 Total Fixed Route Operating Expenses	25,292	27,281	27,313	28,090	28,957	29,894	30,688	31,504	32,342	33,204
Revenue Hours	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000
19 Passenger Fares	601	613	668	688	709	730	796	820	844	870
20 Advertising revenue	-	-								
21 FTA Section 5307	673	686	703	721	739	757	776	796	816	836
22 TDA 4.5	656	638	657	677	705	733	762	793	829	867
23 TDA 4.0	1,513	920	1,197	1,239	1,263	1,288	1,268	1,291	1,303	1,314
24 Measure J	959	1,170	1,205	1,242	1,292	1,344	1,398	1,454	1,520	1,589
25 STA Paratransit & Rev based	703	1,177	928	951	975	1,000	1,025	1,050	1,076	1,103
26 Bart ADA service	190	193	199	205	211	217	224	230	237	244
27 Total Paratransit Operating Revenue	5,296	5,398	5,558	5,723	5,894	6,069	6,249	6,435	6,627	6,824
28 Total Paratransit Operating Expenses	5,296	5,398	5,558	5,723	5,894	6,069	6,249	6,435	6,627	6,824
% increase in expenses		1.9%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
29 Total CCCTA Operating Budget	\$ 30,588	\$ 32,679	\$ 32,871	\$ 33,814	\$ 34,851	\$ 35,962	\$ 36,937	\$ 37,939	\$ 38,969	\$ 40,027

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

	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021
30 Capital Revenue										
31 Federal	\$ 6,673	\$ 4,585	\$ 37,504	\$ 305	\$ 3,139	\$ -	\$ 206	\$ 670	\$ 707	\$ -
32 Prop 1B bonds	4,369	648	3,984	466	-	-	-	-	-	-
33 Lifeline- 1B pop based bonds		485	900	-	300	-	-	-	-	-
34 State Transportation- 1B security	117	117	117	117	117	117	117	117	117	117
35 Bridge Toll revenues		396	2,790	23	245	-	17	52	54	-
36 TDA 4.0	1,183	235	2,255	953	1,632	1,121	1,176	1,697	872	322
37 To be Determined		-	-	-	-	-	-	-	-	-
38 Total Capital Revenue	12,342	6,466	47,549	1,864	5,432	1,238	1,516	2,535	1,749	439
39 Capital	\$ 12,342	\$ 6,466	\$ 47,549	\$ 1,864	\$ 5,432	\$ 1,238	\$ 1,516	\$ 2,536	\$ 1,749	\$ 439

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
TDA RESERVE**

TDA RESERVE	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021
40 Beginning Balance	\$ 6,884	\$ 7,369	\$ 10,400	\$ 8,114	\$ 7,086	\$ 5,519	\$ 4,289	\$ 3,589	\$ 2,640	\$ 2,929
41 Estimated TDA 4.0 Allocation	\$ 13,705 4.89%	\$ 14,290 4.27%	\$ 14,722 3.02%	\$ 15,166 3.02%	\$ 15,778 4.03%	\$ 16,413 4.03%	\$ 17,075 4.03%	\$ 17,763 4.03%	\$ 18,569 4.53%	\$ 19,411 4.54%
TDA 4.0 Needed for Operations and Capital:										
42 Used for Fixed route operations	(10,523)	(10,104)	(13,556)	(14,003)	(14,450)	(15,234)	(15,331)	(15,724)	(16,104)	(16,491)
43 Used for Paratransit operations	(1,513)	(920)	(1,197)	(1,239)	(1,263)	(1,288)	(1,268)	(1,291)	(1,303)	(1,314)
44 TDA used for Operations	(12,037)	(11,024)	(14,753)	(15,242)	(15,713)	(16,522)	(16,599)	(17,016)	(17,407)	(17,805)
45 Used for capital program	(1,183)	(235)	(2,255)	(953)	(1,632)	(1,121)	(1,176)	(1,697)	(872)	(322)
46 Ending TDA Reserve	\$ 7,369	\$ 10,400	\$ 8,114	\$ 7,086	\$ 5,519	\$ 4,289	\$ 3,589	\$ 2,640	\$ 2,929	\$ 4,212
Number Of Months of Operating Expenses in Reserve	2.9	3.8	3.0	2.5	1.9	1.4	1.2	0.8	0.9	1.3

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

	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021
Revenue Hours	209,000	209,000	209,000	209,000	209,000	209,000	209,000	209,000	209,000	209,000
1 Passenger Fares	3,480	3,550	3,876	3,949	4,024	4,099	4,471	4,555	4,641	4,729
2 Special Fares	872	886	909	931	955	978	1,003	1,028	1,054	1,080
3 Advertising	532	552	572	586	601	616	631	647	663	680
4 Investment & Other	120	120	120	120	120	120	120	120	120	120
5 FTA Sec 8 Planning	30	30	30	30	30	30	30	30	30	30
6 FTA Preventive Maintenance	3,175	2,454	390	397	405	413	422	430	439	447
7 STA Population	1,853	3,803	2,425	2,425	2,425	2,425	2,425	2,425	2,425	2,425
8 TDA 4.0	10,523	10,104	13,330	13,602	13,912	14,559	14,516	14,770	15,033	15,305
9 Measure J	3,385	3,808	3,808	3,808	3,808	3,808	3,808	3,808	3,808	3,808
10 BART Express Funds	556	604	622	641	660	680	700	721	743	765
11 Dougherty Valley dev fees/other	166	225	225	225	265	25	25	25	25	25
12 Other Local Grants	20	20	20	20	20	20	20	20	20	20
13 RM2/Meas J- Express	145	145	145	145	145	145	145	145	145	145
14 Lifeline-CC County	435	980	500	515	530	546	563	580	597	615
15 Total Fixed Route Operating Revenue	25,292	27,281	26,973	27,396	27,900	28,466	28,879	29,305	29,744	30,195
16 Operating Expenses w/o contingency	25,292	26,781	26,973	27,396	27,900	28,466	28,879	29,305	29,744	30,195
% increase in expenses	4.8%	5.9%	0.7%	1.6%	1.8%	2.0%	1.5%	1.5%	1.5%	1.5%
17 Operating expense contingency		\$ 500								
18 Total Fixed Route Operating Expenses	25,292	27,281	26,973	27,396	27,900	28,466	28,879	29,305	29,744	30,195
Revenue Hours	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000
19 Passenger Fares	601	613	668	688	709	730	796	820	844	870
20 Advertising revenue	-	-	-	-	-	-	-	-	-	-
21 FTA Section 5307	673	686	703	721	739	757	776	796	816	836
22 TDA 4.5	656	638	638	638	638	638	638	638	638	638
23 TDA 4.0	1,513	920	1,251	1,350	1,452	1,556	1,621	1,731	1,845	1,962
24 Measure J	959	1,170	1,170	1,170	1,170	1,170	1,170	1,170	1,170	1,170
25 STA Paratransit & Rev based	703	1,177	928	951	975	1,000	1,025	1,050	1,076	1,103
26 Bart ADA service	190	193	199	205	211	217	224	230	237	244
27 Total Paratransit Operating Revenue	5,296	5,398	5,558	5,723	5,894	6,069	6,249	6,435	6,627	6,824
28 Total Paratransit Operating Expenses	5,296	5,398	5,558	5,723	5,894	6,069	6,249	6,435	6,627	6,824
% increase in expenses	2.3%	1.9%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
29 Total CCCTA Operating Budget	\$ 30,588	\$ 32,679	\$ 32,531	\$ 33,120	\$ 33,794	\$ 34,534	\$ 35,129	\$ 35,740	\$ 36,370	\$ 37,019

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

	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021
30 Capital Revenue										
31 Federal	\$ 6,173	\$ 4,585	\$ 37,504	\$ 305	\$ 3,139	\$ -	\$ 206	\$ 670	\$ 707	\$ -
32 Prop 1B bonds	4,869	648	3,984	466	-	-	-	-	-	-
33 Lifeline- 1B pop based bonds		485	900	-	300	-	-	-	-	-
34 State Transportation- 1B security	117	117	117	117	117	117	117	117	117	117
35 Bridge Toll revenues		396	2,790	23	245	-	17	52	54	-
36 TDA 4.0	1,183	235	2,255	953	1,632	1,121	1,176	1,697	872	322
37 To be Determined		-	-	-	-	-	-	-	-	-
38 Total Capital Revenue	12,342	6,466	47,549	1,864	5,432	1,238	1,516	2,535	1,749	439
39 Capital	\$ 12,342	\$ 6,466	\$ 47,549	\$ 1,864	\$ 5,432	\$ 1,238	\$ 1,516	\$ 2,536	\$ 1,749	\$ 439

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
TDA RESERVE**

TDA RESERVE	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021
40 Beginning Balance	\$ 6,884	\$ 7,369	\$ 10,400	\$ 7,853	\$ 6,238	\$ 3,533	\$ 588	\$ (2,434)	\$ (6,341)	\$ (9,801)
41 Estimated TDA 4.0 Allocation	\$ 13,705 4.89%	\$ 14,290 4.27%	\$ 14,290 0.00%	\$ 14,290 0.00%	\$ 14,290 0.00%	\$ 14,290 0.00%	\$ 14,290 0.00%	\$ 14,290 0.00%	\$ 14,290 0.00%	\$ 14,290 0.00%
TDA 4.0 Needed for Operations and Capital:										
42 Used for Fixed route operations	(10,523)	(10,104)	(13,330)	(13,602)	(13,912)	(14,559)	(14,516)	(14,770)	(15,033)	(15,305)
43 Used for Paratransit operations	(1,513)	(920)	(1,251)	(1,350)	(1,452)	(1,556)	(1,621)	(1,731)	(1,845)	(1,962)
44 TDA used for Operations	(12,037)	(11,024)	(14,582)	(14,952)	(15,364)	(16,115)	(16,136)	(16,501)	(16,877)	(17,267)
45 Used for capital program	(1,183)	(235)	(2,255)	(953)	(1,632)	(1,121)	(1,176)	(1,697)	(872)	(322)
46 Ending TDA Reserve	\$ 7,369	\$ 10,400	\$ 7,853	\$ 6,238	\$ 3,533	\$ 588	\$ (2,434)	\$ (6,341)	\$ (9,801)	\$ (13,099)

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET**

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
FIXED ROUTE							
Wages, Operators	7,114,046	7,011,100	7,132,516	(121,416)	7,021,300	10,200	
Wages, Operator/trainer	20,910	35,000	25,000	10,000	40,000	5,000	
Wages, Trans Admin	849,816	832,218	878,935	(46,717)	837,507	5,289	
Wages, Scheduling	108,873	94,701	68,953	25,748	108,855	14,154	
Wages, Maint Admin	379,298	376,000	375,501	499	376,781	781	
Wages, Building Maint.	256,237	262,000	252,668	9,332	257,212	(4,788)	
Wages, Customer Service	299,408	324,000	313,925	10,075	327,204	3,204	
Wages, Promotion	149,868	128,000	127,574	426	126,883	(1,117)	
Wages, EE Services	136,209	135,000	130,303	4,697	136,882	1,882	
Wages, Finance	312,769	316,000	316,707	(707)	323,274	7,274	
Wages, Safety & Trng	137,496	121,500	131,229	(9,729)	131,229	9,729	
Wages, General Admin	427,763	420,000	438,666	(18,666)	394,569	(25,431)	
Merit Pool	-	-	-	-	47,000	47,000	
Wages, Admin Bonus	1,200	1,250		1,250	-	(1,250)	
Wages, Board	21,300	24,500	26,400	(1,900)	26,400	1,900	
Wages, Planning	358,043	390,093	377,907	12,186	380,424	(9,669)	
Wages, Service Workers	323,521	330,000	381,665	(51,665)	387,501	57,501	
Wages, Serv Wrkr Bonus	5,200	2,100	4,000	(1,900)	4,000	1,900	
Wages, Mechanics	901,684	901,000	959,316	(58,316)	948,710	47,710	
Wages, Mechanic Bonus	2,600	5,500	4,650	850	4,650	(850)	
Total Wages	11,806,241	11,709,962	11,945,915	(235,953)	11,880,381	170,419	1%
Sick, Operators	314,825	370,100	324,966	45,134	370,100	-	
Sick, Trans Admin	33,058	20,690	31,141	(10,451)	31,200	10,510	
Sick, Scheduling	3,976	3,300	1,659	1,641	2,500	(800)	
Sick, Maint Admin	3,466	5,000	4,325	675	4,300	(700)	
Sick, Building Maint.	2,630	1,800	3,022	(1,222)	3,100	1,300	
Sick, Customer Svc	6,778	8,000	8,655	(655)	9,000	1,000	
Sick, Promotion	2,894	2,500	4,162	(1,662)	4,100	1,600	
Sick, EE Services	1,847	6,000	3,039	2,961	3,200	(2,800)	
Sick, Finance	8,477	11,000	9,269	1,731	9,500	(1,500)	
Sick, Safety & Trng	2,006	16,000	3,860	12,140	3,900	(12,100)	
Sick, General Admin	11,039	12,000	14,996	(2,996)	13,700	1,700	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET**

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
Sick, Planning	8,973	6,000	14,163	(8,163)	14,300	8,300	
Sick, Service Workers	5,329	12,000	5,253	6,747	5,300	(6,700)	
Sick, Mechanics	18,255	22,000	23,372	(1,372)	23,100	1,100	
Total Sick Pay	423,553	496,390	451,882	44,508	497,300	910	0%
Holiday, Operators	347,142	353,300	341,226	12,074	346,300	(7,000)	
Holiday, Trans Admin	40,756	38,000	40,873	(2,873)	40,255	2,255	
Holiday, Scheduling	5,803	6,000	5,804	196	5,538	(462)	
Holiday, Maint Admin	21,783	19,700	19,960	(260)	19,960	260	
Holiday, Building Maint.	12,466	12,000	12,681	(681)	12,681	681	
Holiday, Customer Svc	12,779	12,000	11,782	218	11,986	(14)	
Holiday, Promotion	8,796	6,000	5,587	413	5,587	(413)	
Holiday, EE Services	9,741	7,000	6,997	3	7,277	277	
Holiday, Finance	17,071	17,000	16,934	66	17,133	133	
Holiday, Safety & Trng	6,192	6,200	7,126	(926)	7,126	926	
Holiday, General Admin	18,153	20,000	23,562	(3,562)	21,203	1,203	
Holiday, Planning	17,876	19,000	20,371	(1,371)	20,371	1,371	
Holiday, Service Workers	15,352	16,005	18,649	(2,644)	18,982	2,977	
Holiday, Mechanics	44,669	48,700	51,368	(2,668)	50,811	2,111	
Total Holiday Pay	578,579	580,905	582,920	(2,015)	585,210	4,305	1%
Vacation, Operators	539,945	508,000	515,000	(7,000)	513,000	5,000	
Vacation, Trans Admin	86,132	60,465	67,010	(6,545)	65,700	5,235	
Vacation, Scheduling	9,702	7,100	6,382	718	7,700	600	
Vacation, Maint Admin	32,160	30,591	31,820	(1,229)	31,900	1,309	
Vacation, Building Maint.	18,769	18,080	18,827	(747)	19,200	1,120	
Vacation, Customer Svc	19,590	16,937	20,146	(3,209)	21,000	4,063	
Vacation, Promotion	13,000	10,467	11,026	(559)	11,000	533	
Vacation, EE Services	16,385	10,337	11,292	(955)	11,800	1,463	
Vacation, Finance	24,872	25,275	27,110	(1,835)	27,600	2,325	
Vacation, Safety & Trng	11,913	10,221	11,877	(1,656)	11,900	1,679	
Vacation, General Admin	35,430	34,000	38,424	(4,424)	34,900	900	
Vacation, Planning	21,959	25,089	29,266	(4,177)	29,400	4,311	
Vacation, Service Wrkrs	23,871	24,000	24,043	(43)	24,300	300	
Vacation, Mechanics	73,746	67,241	78,466	(11,225)	75,600	8,359	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET**

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
Total Accrued Vacation	927,474	847,803	890,689	(42,886)	884,998	37,197	4%
Abs Pay, Operators	51,859	55,900	57,000	(1,100)	55,900	-	
Abs Pay, Trans Admin	253	500	1,781	(1,281)	1,781	1,281	
Abs Pay, Scheduling	-	100	165	(65)	249	149	
Abs Pay, Maint Admin	-	1,069	864	205	867	(202)	
Abs Pay, Building Maint.	-	-	549	(549)	560	560	
Abs Pay, Customer Svc	-	500	494	6	516	16	
Abs Pay, Promotion	-	500	297	203	296	(204)	
Abs Pay, EE Services	-	500	304	196	319	(181)	
Abs Pay, Finance	475	597	741	(144)	757	160	
Abs Pay, Safety & Trng	-	500	309	191	309	(191)	
Abs Pay, General Admin	1,064	1,000	1,033	(33)	930	(70)	
Abs Pay, Planning	654	1,818	885	933	890	(928)	
Separation Pay/Benefits	22,234	33,257	-	33,257	-	(33,257)	
Abs Pay, Service Wrkrs	-	225	364	(139)	369	144	
Abs Pay, Mechanics	-	300	445	(145)	439	139	
Total Absence Pay	76,539	96,766	65,231	31,535	64,182	(32,584)	-34%
Total Compensation	13,812,386	13,731,826	13,936,637	(204,812)	13,912,071	180,246	1%
FICA, Operators	99,515	101,400	101,400	-	101,800	400	
FICA, Trans Admin	11,998	13,084	13,629	(545)	13,001	(83)	
FICA, Scheduling	1,753	1,395	1,203	192	1,810	415	
FICA, Maint Admin	1,952	1,906	1,906	-	1,927	21	
FICA, Building Maint.	3,940	3,984	3,984	-	4,056	72	
FICA, Customer Service	5,196	5,148	5,148	-	5,360	212	
FICA, Promotion	2,669	2,155	2,155	-	2,144	(11)	
FICA, EE Services	3,064	2,203	2,203	-	2,312	109	
FICA, Finance	4,381	4,523	4,523	-	4,610	87	
FICA, General Admin	6,052	6,085	6,522	(437)	6,458	373	
FICA, Board Members	1,629	1,885	6,418	(4,533)	2,020	135	
FICA, Planning	5,584	6,418	2,020	4,398	6,458	40	
FICA, Service Workers	4,769	5,225	5,679	(454)	5,768	543	
FICA, Mechanics	10,198	11,236	11,815	(579)	12,396	1,160	

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
Total FICA/Medicare	162,700	166,647	168,605	(1,958)	170,121	3,474	2%
PERS-RET, Operators	613,249	630,300	630,300	-	636,600	6,300	
PERS-RET, Trans Admin	80,951	81,515	84,911	(3,396)	85,066	3,551	
PERS-RET, Scheduling	7,344	8,390	7,233	1,157	10,884	2,493	
PERS-RET, Maint Admin	50,204	50,871	50,871	-	50,998	127	
PERS-RET, Bldg Maint.	23,577	26,577	26,577	-	27,015	438	
PERS-RET, Cstmr Svc	41,429	30,949	30,949	-	32,233	1,284	
PERS-RET, Promotion	19,650	16,302	16,302	-	16,236	(66)	
PERS-RET, EE Services	16,654	16,763	16,763	-	17,423	660	
PERS-RET, Finance	36,669	39,401	39,401	-	40,055	654	
PERS-RET, Sfty & Trng	17,820	18,865	18,865	-	18,866	1	
PERS-RET, Gen Admin	48,779	51,254	54,935	(3,681)	56,741	5,487	
PERS-RET, Planning	32,024	48,428	48,428	-	48,675	247	
GM-457 Retirement	7,788	6,998	7,500	(503)	7,500	503	
PERS-RET, Service Wrkr	26,632	33,627	36,551	(2,924)	37,109	3,482	
PERS-RET, Mechanics	85,756	92,274	97,028	(4,754)	95,791	3,517	
Total Retirement	1,108,526	1,152,513	1,166,614	(14,101)	1,181,193	28,680	2%
Medical, Operators	692,174	674,000	668,300	5,700	683,600	9,600	
Medical, Trans Admin	72,784	79,370	77,156	2,214	81,108	1,738	
Medical, Scheduling	9,471	11,000	9,471	1,529	16,800	5,800	
Medical, Maint Admin	14,877	15,030	14,877	153	15,180	150	
Medical, Building Maint.	36,954	37,234	36,801	433	37,600	366	
Medical, Customer Svc	14,826	10,900	18,520	(7,620)	10,900	-	
Medical, Promotion	19,482	14,200	22,114	(7,914)	14,200	-	
Medical, EE Services	3,503	-	-	-	-	-	
Medical, Finance	30,673	32,200	30,367	1,833	34,620	2,420	
Medical, Safety & Trng	7,592	7,600	7,592	8	7,600	-	
Medical, General Admin	57,853	66,300	63,969	2,331	68,588	2,288	
Medical, Retirees	102,307	104,400	111,984	(7,584)	110,000	5,600	
Medical, Planning	35,403	28,000	33,882	(5,882)	28,800	800	
Medical, Service Workers	113,661	133,422	145,024	(11,602)	148,403	14,981	
Medical, Mechanics	230,785	262,044	275,546	(13,502)	281,966	19,922	
Medical Admin Charge	9,069	8,777	11,602	(2,825)	9,100	323	

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
OPEB benefits	131,613	250,600	123,016	127,584	235,000	(15,600)	
Total Medical	1,583,027	1,735,077	1,650,221	84,856	1,783,465	48,388	3%
Dental, Operators	198,150	194,400	199,100	(4,700)	200,640	6,240	
Dental, Trans Admin	21,869	21,600	22,353	(753)	21,960	360	
Dental, Scheduling	2,989	3,600	2,321	1,279	3,960	360	
Dental, Maint Admin	5,476	4,800	5,658	(858)	5,040	240	
Dental, Building Maint.	6,642	6,000	7,045	(1,045)	6,480	480	
Dental, Customer Svc	8,663	8,400	8,952	(552)	8,520	120	
Dental, Promotion	3,056	2,400	3,751	(1,351)	2,640	240	
Dental, EE Services	3,127	2,400	3,231	(831)	2,640	240	
Dental, Finance	5,217	4,800	5,391	(591)	5,520	720	
Dental, Safety & Trng	1,282	1,200	1,324	(124)	1,320	120	
Dental, General Admin	6,887	6,000	7,045	(1,045)	6,480	480	
Dental, Planning	6,384	8,400	6,320	2,080	8,520	120	
Total Dental	269,742	264,000	272,491	(8,491)	273,720	9,720	4%
WC, Operators	303,250	499,000	635,200	(136,200)	524,000	25,000	
WC, Trans Admin	32,216	54,000	69,000	(15,000)	56,700	2,700	
WC, Scheduling	216	5,000	6,000	(1,000)	5,300	300	
WC, Maint Admin	11,946	24,000	30,000	(6,000)	25,200	1,200	
WC, Building Maint.	8,660	12,000	15,000	(3,000)	12,600	600	
WC, Customer Svc	17,532	28,000	36,000	(8,000)	29,400	1,400	
WC, Promotion	6,488	14,000	18,400	(4,400)	14,700	700	
WC, EE Services	6,085	14,000	18,000	(4,000)	14,700	700	
WC, Finance	11,946	24,000	30,000	(6,000)	25,200	1,200	
WC, Safety & Trng	6,085	14,000	18,000	(4,000)	14,700	700	
WC, General Admin	14,743	26,000	33,000	(7,000)	27,300	1,300	
WC, Planning	14,586	21,000	27,100	(6,100)	22,100	1,100	
WC, Service Workers	22,308	41,000	52,600	(11,600)	43,100	2,100	
WC, Mechanics	77,706	124,000	158,000	(34,000)	130,200	6,200	
Total Workers Comp	533,767	900,000	1,146,300	(246,300)	945,200	45,200	5%
Life, Operators	62,970	58,200	62,000	(3,800)	59,700	1,500	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET**

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
Life, Trans Admin	6,447	6,200	6,549	(349)	6,300	100	
Life, Scheduling	1,071	1,000	698	302	1,000	-	
Life, Maint Admin	3,594	3,700	3,685	15	3,800	100	
Life, Building Maint.	1,752	1,800	1,786	14	1,800	-	
Life, Customer Svc	2,785	2,500	2,966	(466)	2,600	100	
Life, Promotion	1,537	1,300	1,873	(573)	1,300	-	
Life, EE Services	1,782	1,300	1,827	(527)	1,400	100	
Life, Finance	3,091	3,200	3,168	32	3,300	100	
Life, Safety & Trng	1,073	1,200	1,100	100	1,200	-	
Life, General Admin	2,721	2,800	2,808	(8)	2,800	-	
Life, Planning	3,068	4,200	3,153	1,047	4,300	100	
Total Life Insurance	91,891	87,400	91,613	(4,213)	89,500	2,100	2%
SUI, Operators	72,009	72,216	72,900	(684)	72,900	684	
SUI, Trans Admin	5,642	6,074	5,642	432	5,642	(432)	
SUI, Scheduling	868	868	868	-	868	-	
SUI, Maint Admin	2,170	2,170	2,170	-	2,170	-	
SUI, Building Maint.	2,170	2,170	2,170	-	2,170	-	
SUI, Customer Svc	4,179	3,472	3,472	-	3,472	-	
SUI, Promotion	1,030	868	868	-	868	-	
SUI, Safety & Trng	868	868	868	-	868	-	
SUI, General Admin	3,038	3,038	2,170	868	2,604	(434)	
SUI, EE Services	1,302	868	868	-	868	-	
SUI, Finance	2,170	2,170	3,038	(868)	2,170	-	
SUI, Planning	2,395	2,604	2,604	-	2,604	-	
SUI, Service Workers	3,906	4,000	4,340	(340)	4,340	340	
SUI, Mechanics	7,378	7,500	8,246	(746)	8,246	746	
Total SUI	109,125	108,886	110,224	(1,338)	109,790	904	1%
Operator Uniforms	43,782	45,640	48,000	(2,360)	45,000	(640)	
Uniforms - Maint. Pers.	12,297	13,448	12,000	1,448	14,000	552	
Total Uniforms	56,079	59,088	60,000	(912)	59,000	(88)	0%
Operator Medical Exams	10,465	8,372	15,000	(6,628)	12,000	3,628	
Emp Assistance Prog.	12,888	14,136	15,000	(864)	15,000	864	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET**

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
Cafeteria Plan- Admin	161,574	192,482	169,145	23,337	225,041	32,559	
Cafeteria Plan-ATU	525,032	595,562	593,500	2,062	603,161	7,599	
Mechanic Tool Allowance	12,029	13,830	14,000	(170)	14,000	170	
Wellness Program	16,117	13,161	23,000	(9,839)	23,100	9,939	
Substance Abuse Prog.	6,909	7,524	10,000	(2,476)	8,500	976	
Total Other Benefits	745,014	845,067	839,645	5,422	900,803	55,736	7%
Total Benefits	6,666,016	7,340,542	7,496,435	(155,893)	7,544,481	203,941	3%
Total Wages and Benefits	18,472,257	19,050,504	19,442,350	(391,846)	19,424,862	374,360	2%
Management Services	-	25,000	25,000	-	25,000	-	
Agency Fees	100	300	300	-	300	-	
In-Service Monitoring	1,181	-	6,000	(6,000)	6,000	6,000	
Mobility Services	28,373	28,600	26,000	2,600	29,500	900	
Recruitment	6,171	6,490	8,000	(1,510)	7,500	1,010	
Schedules/Graphics	42,813	67,808	60,000	7,808	65,000	(2,808)	
Promotions	76,261	122,503	104,000	18,503	180,000	57,497	
Legal Fees	131,354	180,000	280,000	(100,000)	280,000	100,000	
Financial services	-	11,500	10,000	1,500	1,000	(10,500)	
Auditor Fees	37,500	39,000	39,000	-	43,000	4,000	
Freight In and Out	9,570	6,101	7,500	(1,399)	7,500	1,399	
Bid and Hearing Notices	682	1,000	1,300	(300)	1,000	-	
Service Development	8,515	39,320	40,000	(680)	40,000	680	
Trans. Printing/Reproduc.	5,093	4,945	5,000	(55)	5,000	55	
Payroll Services	42,194	43,000	49,000	(6,000)	45,000	2,000	
Retail service charge	28	-	-	-	-	-	
Bank service charge	42	-	-	-	-	-	
Commuter check process fee	181	-	-	-	-	-	
Temporary Help-All depts	21,532	-	12,000	(12,000)	12,000	12,000	
Temp Help-Tran Admin	-	13,000	-	13,000	-	(13,000)	
Temporary Help-Finance	2,987	-	-	-	-	-	
SVR-Differential/Radiator	34,009	32,323	33,000	(677)	39,600	7,277	
SVR-Transmission	126,000	70,600	80,000	(9,400)	72,000	1,400	
SVR-Upholstery/Glass	27,026	28,338	30,000	(1,662)	35,180	6,842	

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
SVR-Towing	11,895	8,508	10,000	(1,492)	10,000	1,492	
SVR-Engine Repair	137,043	190,000	190,000	-	190,000	-	
SVR-Body Repair	106,695	84,921	100,000	(15,079)	100,000	15,079	
Emission controls	86,531	68,475	84,700	(16,225)	96,800	28,325	
Phone Maint. Services	9,113	9,000	10,000	(1,000)	10,000	1,000	
Support Vehicle maint	21,666	17,257	14,000	3,257	21,500	4,243	
Clever Devices/rideck maint	148,455	149,505	150,000	(495)	154,000	4,495	
Real Time Bus exp	-	-	50,000	(50,000)	-	-	
IT Supplies/replacements	18,820	24,105	25,000	(895)	25,000	895	
Office Equipment Maint.	11,597	20,000	20,000	-	20,000	-	
Building Maint. Service	34,141	76,307	93,000	(16,693)	76,000	(307)	
Landscape Service	42,216	47,848	48,000	(152)	48,000	152	
IT Contracts	85,005	100,999	112,000	(11,001)	115,000	14,001	
Radio Maint. Service	41,918	44,253	45,600	(1,347)	45,600	1,347	
IT Consulting	-	8,423	10,000	(1,577)	10,000	1,577	
RED Support Expense	9,590	111,134	10,000	101,134	18,000	(93,134)	
Contract Cleaning Service	2,930	3,460	3,000	460	3,460	-	
Waste Removal	11,147	10,914	13,000	(2,086)	12,000	1,086	
Hazardous Waste	75,715	69,710	59,000	10,710	75,000	5,290	
Armored Transport	19,995	20,000	16,800	3,200	21,000	1,000	
Fire Monitoring	4,632	4,810	5,000	(190)	5,000	190	
Security Services	80,112	80,065	80,000	65	81,600	1,535	
Other Services	2,726	3,000	3,000	-	3,000	-	
Total Services	1,563,554	1,872,522	1,968,200	(95,678)	2,035,540	163,018	9%
Diesel Fuel	1,817,511	2,120,620	2,638,000	(517,380)	2,807,500	686,880	
Oils and Lubricants	63,703	65,953	60,000	5,953	65,212	(741)	
Gasoline	28,655	32,210	40,000	(7,790)	35,000	2,790	
Tires and Tubes	193,581	199,673	200,400	(727)	209,847	10,174	
Safety Supply	8,166	5,850	4,400	1,450	4,400	(1,450)	
Transportation Supplies	12,730	11,209	12,000	(791)	12,500	1,291	
BART Relief Tickets	55,650	40,000	60,000	(20,000)	45,000	5,000	
CSS-Soaps	8,601	11,544	14,000	(2,456)	14,000	2,456	
CSS-Solvents	144	5,000	7,500	(2,500)	5,500	500	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET**

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
CSS-Cleaning	6,298	6,534	6,000	534	6,500	(34)	
CSS-Safety	5,798	6,921	7,000	(79)	7,000	79	
CSS-Antifreeze	3,625	3,955	6,000	(2,045)	5,000	1,045	
CSS-Gases	8,310	6,947	8,000	(1,053)	8,000	1,053	
Oil Analysis	10,125	17,000	17,500	(500)	17,500	500	
Equipment/Garage Exp.	17,071	19,542	25,000	(5,458)	25,000	5,458	
Coach Repair Parts	599,591	532,204	597,000	(64,796)	614,911	82,707	
Repair parts-grant exp	6,559	-	-	-	-	-	
Shelter/Bus Stop Supply	6,108	12,360	15,000	(2,640)	15,000	2,640	
Janitorial Supplies	16,014	16,097	17,500	(1,403)	17,500	1,403	
Lighting Supply	1,631	8,550	10,000	(1,450)	10,000	1,450	
Building Repair Supply	26,128	27,300	30,000	(2,700)	34,500	7,200	
Landscape Supply	1,008	3,015	3,500	(485)	3,500	485	
Office Supplies-Maint.	2,951	4,099	4,500	(401)	4,500	401	
Tickets, Passes, Xfrs	14,923	15,971	20,000	(4,029)	28,000	12,029	
Supplies - Offsites	1,357	2,000	2,500	(500)	2,500	500	
Personnel Office Supply	113	500	1,000	(500)	1,000	500	
Computer Supplies	11,056	1,940	2,000	(60)	-	(1,940)	
Office Supplies-Administration	13,688	15,868	17,680	(1,812)	15,000	(868)	
Obsolete Parts Write-Off	4,507	483	-	483	-	(483)	
Postage	10,562	12,000	13,000	(1,000)	12,000	-	
Safety Contingency Plans	2,121	3,313	5,000	(1,687)	5,000	1,687	
Training Supply	3,636	4,000	6,000	(2,000)	6,000	2,000	
Contracts & Grants Supply	-	6,000	6,000	-	6,000	-	
Supplies- IC	5,753	5,861	8,000	(2,139)	7,000	1,139	
Total Materials & Supplies	2,967,674	3,224,519	3,864,480	(639,961)	4,050,370	825,851	26%
Pacific Gas and Electric	188,781	196,000	198,000	(2,000)	198,000	2,000	
Telephone Svc - Concord	5,019	25,578	25,000	578	25,000	(578)	
Contra Costa Water District	18,502	19,000	22,000	(3,000)	19,500	500	
Telephone-Cellular	15,544	27,401	28,000	(599)	85,000	57,599	
Total Utilities	227,846	267,979	273,000	(5,021)	327,500	59,521	22%
Physical Damage	34,795	88,851	90,802	(1,951)	90,500	1,649	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET**

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
Property Premiums	28,827	33,020	33,684	(664)	34,700	1,680	
Other Premiums	10,325	10,325	10,635	(310)	10,800	475	
UST Insurance	9,339	9,050	9,506	(456)	9,500	450	
Liability Premiums	226,421	140,070	152,340	(12,270)	136,000	(4,070)	
Insurance/Liability losses	75,503	75,000	82,400	(7,400)	78,800	3,800	
Pass sales write offs	68	-			-		
Total Insurance	385,278	356,316	379,367	(23,051)	360,300	3,984	1%
Property Tax	9,909	10,000	11,000	(1,000)	10,000	-	
Licenses / Registrations	2,189	1,662	1,000	662	2,000	338	
Fuel Storage Tank Fees	13,824	14,000	14,000	-	15,000	1,000	
Use and Other Taxes	7,330	8,000	8,000	-	9,000	1,000	
Sales Tax	273,055	275,000	230,000	45,000	340,000	65,000	
Total Taxes	306,307	308,662	264,000	44,662	376,000	67,338	22%
Equipment Leases	4,980	7,000	7,000	-	7,000	-	
Radio Site Lease-Diablo	32,416	33,000	31,000	2,000	33,500	500	
Total Leases	37,396	40,000	38,000	2,000	40,500	500	1%
Business Expense- Tran	55	125	-	125	250	125	
Business Expense-admin	343	400	400	-	400	-	
Business Expense-Fin	-	500	500	-	500	-	
Board Travel	4,144	14,000	15,150	(1,150)	11,000	(3,000)	
Staff Travel	15,173	16,000	18,000	(2,000)	18,000	2,000	
CTA Dues	12,325	13,000	13,000	-	13,000	-	
APTA Dues	66,000	33,000	33,000		33,000		
Business Expense	444	8,275	1,000	7,275	1,000	(7,275)	
Training / Subs-Gm	1,144	4,000	4,000	-	4,000	-	
Misc exp	943	5,600	5,600	-	5,600	-	
Employee Functions	27,123	25,000	25,000	-	25,000	-	
Interest exp	456	-		-	-	-	
Employee Awards	4,743	3,500	3,500	-	4,000	500	
Departing Emp gifts	549	975	1,200	(225)	1,200	225	
Paypal fees	2,348	2,500	2,500	-	2,500	-	

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
Newsletter Expense	114	75	400	(325)	400	325	
Total Miscellaneous	135,904	126,950	123,250	3,700	119,850	(7,100)	-6%
St Marys shuttle	42,287	45,000	47,250	(2,250)	46,350	1,350	
Total Purchased Transportation	42,287	45,000	47,250	(2,250)	46,350	1,350	3%
Total Other Operating Expense	5,666,246	6,241,948	6,957,547	(715,599)	7,356,410	1,114,462	18%
Contingency			550,000	(550,000)	500,000	500,000	
TOTAL FIXED ROUTE EXPENSES	24,138,503	25,292,451	26,949,897	(1,657,444)	27,281,272	1,988,821	7.9%

Paratransit

Wages	97,913	84,736	84,222	514	160,552	75,815	
Sick Wages	1,091	2,707	3,180	(473)	5,951	3,245	
Holiday Pay	4,564	4,540	4,540	-	8,470	3,930	
Vacation Pay	6,369	6,424	7,244	(820)	10,628	4,203	
Absence pay	-	-	199	(199)	372	372	
Cafeteria Plan	4,850	4,800	4,800	-	4,800	-	
FICA	1,474	1,573	1,441	132	2,697	1,124	
PERS	12,210	6,842	8,664	(1,822)	19,195	12,353	
Medical	11,080	7,122	10,932	(3,810)	10,932	3,810	
Vision Plan- Admin	-	4,554	-	4,554	-	(4,554)	
Dental	1,305	1,344	1,324	20	1,440	96	
Life Insurance	860	873	853	20	900	27	
SUI	1,077	664	868	(204)	1,302	638	
Agency Fees/Public Info	-	500	2,040	(1,540)	510	10	
Promotions	-	510	510	-	520	10	
Legal Fees	784	3,169	5,100	(1,931)	3,232	63	
Bank Service Charge	14		-				
Building Maint Services	1,111	2,000	5,100	(3,100)	2,040	40	
Radio Maint Services	10,283	13,000	14,280	(1,280)	13,300	300	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET**

	FY 2011 ACT	Est/Act FY 2012	FY 2012 Budget	Over (Under)	FY 2013 Budget	Over (Under) FY 2013 Est/Actual	
Community Van Maint	-	5,000	-	5,000	5,100	100	
Office Supply, PTF	6,304	2,850	2,850	-	2,900	50	
Gas and Electric	17,440	19,000	20,400	(1,400)	19,400	400	
Cell Phone	1,180	1,300	2,040	(740)	1,400	100	
Sales Tax	591	590	510	80	600	10	
Purchased Trans-LINK	4,803,904	4,924,000	5,201,029	(277,029)	4,924,000	-	
Purchased Trans-BART	192,515	197,000	211,150	(14,150)	197,000	-	
Training / Subscriptions	-	500	612	(112)	510	10	
Other Misc Expenses	94	400	510	(110)	400	-	
Total Paratransit	5,177,013	5,295,998	5,594,399	(298,401)	5,398,151	102,153	2%
TOTAL CCCTA	29,315,516	30,588,449	32,544,296	(1,955,845)	32,679,422	2,090,974	6.8%

To: Board of Directors

Date: May 9, 2012

From: Mary Burdick, Sr. Manager of Marketing

Reviewed by:

SUBJECT: FY2013 Draft Marketing Plan

Summary of Issues:

County Connection marketing staff prepares a marketing plan each year to guide the activities of the department in promoting CCCTA services. The plan identifies opportunities, objectives and target audiences, as well as recommended strategies to market the service.

Recommendation:

The MP&L Committee reviewed the draft marketing plan in April and May and recommends adopting the FY2013 Marketing Plan.

Financial Implications:

A FY2013 Promotions Budget equal to \$180,000 is included in the plan. This represents 0.66% of the proposed fixed-route operating budget.

Attachment:

FY2013 Draft Marketing & Communications Plan

FY 2013 Marketing & Communications Plan



Service Overview

- Central Contra Costa service area approximately 200 square miles
- Population in service area approximately 500,000
- Provides service 7 days a week
- Operates series of local, express, and select service routes

Partnerships

- Sunset Development – Routes 96X and 97X
- City of Walnut Creek – Route 4
- Airport Plaza – Route 91X
- Altamont Commuter Express – Route 92X
- College Services
 - Saint Mary's College – Routes 6 and 250
 - JFK University – Route 9
 - Cal State East Bay – Route 260

Passenger Profile

- 2007 On-board survey results
 - 77% transit dependent -defined as having no vehicle or license
 - 66% regular riders using bus at least 4 times per week
 - 46% using the bus to go to/from work
 - 27% using the bus to go to/from school
- Fare category defined by operator/payment method
 - 40% adult riders
 - 11% youth riders
 - 11% senior riders
 - 38% bus/BART transfers

Marketing Objectives

- Strengthen brand identity by building on reputation for providing safe, efficient service.
- Retain current riders by providing effective passenger information, quality service, and well priced discount fare options.
- Expand ridership base by targeting non-riders and encouraging trial ridership.
- Determine market awareness and opinion levels.

Target Markets

- Local and long distance commuters
- Student riders
- Senior and disabled riders

2013 Marketing Plan

- Bus Tracker
- Customer Service
- Web and Social Media
- Community Outreach
- Promotions Budget

2013 Marketing Focus – Bus Tracker

- Bus Tracker takes the uncertainty out of bus arrival times.
- Based on GPS predicts arrival time at any bus stop.
- Current bus locations can be viewed on a map.
- Available on computers and smart phones/tablets.
- Available over the phone by CCCTA call center staff.
- Ability to register for text or email alerts when bus is approaching desired stop, or if desired route is running off schedule or service detours.

Marketing Bus Tracker

Pre-launch Activities – 3 months prior

- “Coming Soon” flyers and information sheets distributed at commuter, business and community events.

Soft Launch Activities – Upon implementation

- Web page updated with link to real time.
- Introductory video on website, social media, and sent to media outlets.
- Interior and exterior bus advertising.
- News articles to City offices, media outlets, businesses.
- Traffic sponsorship messages on local radio station.
- Recruit passengers for testimonial ads.

Marketing Bus Tracker (continued)

Systemwide Introduction

- News articles with passenger testimonials.
- Direct mail booklet announcing Bus Tracker, including bus tracker benefits, CCCTA system maps, ticket outlet locations, passenger testimonials, and coupon entry for prize drawings.
- Video demonstration posted on web, social media, and distributed to news outlets.
- Newsprint advertising with passenger testimonials.
- BART advertising – cooperative advertising with BART. Flyers on cars in BART lots announcing Bus Tracker, bus routes that serve the station, and entry coupon for free bus pass.
- Radio Advertising – 30 second spots on Bay Area radio stations.
- Print and electronic flyers provided to schools and businesses through Chamber of Commerce distribution.

Customer Service – Call Center

- CCCTA call center training includes regular live call coaching and call monitoring.
- Staff follows up with callers regarding complaints that have been documented and investigated.
- Customer Service staff attempts to reunite lost items to their owners.

Customer Service – Website and Social Media

- CCCTA website updated regularly.
- Trip planning feature added in FY2012 includes access to bus stops through Google Maps.
- Access to user statistics provides valuable and timely information about information users want.
- Website use has increase 25% since 2010 introduction.
- Postings to Facebook and Twitter accounts are easily managed through website

Community Outreach

- Support efforts of TDM partners at worksites.
- Participate in business expos and employer sponsored commuter/health fairs.
- Participate in community “green” events and select Chamber of Commerce events that attract community interest.
- Coordinate annual food drive.
- Support training requests for Guide Dogs For The Blind, and local law enforcement training activities that require the use of CCCTA property.

FY2013 Promotions Budget

Systemwide Promotions

\$135,000

- Direct Mail (\$75K)
- Radio (\$30K)
- Newsprint (\$15K)
- Bus/BART advertising (\$15K)

Targeted Programs

\$20,000

- Senior/Disabled Programs (\$10K)
- Youth Programs (\$10K)

Business & Community Outreach

\$10,000

- Chamber Dues (\$3K)
- Event Fees (\$2K)
- Print/flyer production (\$5K)

Miscellaneous Expenses

\$15,000

- Graphics support/translation (\$5K)
- Directory Listings (yellow pages) (\$5K)
- Misc/Supplies (\$5K)

Total Expense

\$180,000