

The County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

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www.cccta.org

MEETING NOTICE & AGENDA Administration & Finance Committee

1676 N. California Blvd, Suite 620
Walnut Creek, CA 94596

Thursday, June 7, 2012
2:30 p.m.

The Committee may hear, discuss, deliberate, and/or take action on any item on the agenda

1. Approval of Agenda - Action
2. Public Communication
3. Approval of Minutes of May 4, 2012 Meeting* Review/Action
4. Closed Session:
Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Employee Organizations:
Amalgamated Transit Union, Local 1605
Machinists Automotive Trades District Lodge No. 1173
Teamsters Union, Local 856, AFL-CIO, Transit Supervisors
5. Investment Policy-Quarterly Reporting Requirement* Review/Action
6. GANN Initiative Spending Limitation* Review/Action
7. Financial Statements for the Nine Months* Review/Action
8. FY 2013 Proposed Final Budget* Review/Action
9. Adjustment to Non Represented Employees Compensation* Review/Action
10. Merit Pool for Management Staff* Review/Action
11. Legal Services Statement, March/April 2012 Labor** Review/Action
12. Review of Vendor Bills, May 2012** Review
13. Adjournment

*Enclosure

**Enclosure for Committee Members

FY 2011/2012
A&F Committee
Al Dessayer, Moraga
Candace Andersen, Danville
Rob Schroder, Martinez

General Information

Public Comment: Each person wishing to address the above named committee is requested to complete a Speaker Card for submittal to the Committee Chair before the applicable agenda item is discussed. **Accessible Public Meetings:** Upon request, CCCTA will provide written agenda materials in appropriate alternative formats, or disability-related accommodations. Please send a written request and description of the requested materials so that it is received by CCCTA at least 48 hours before the meeting convenes. **Requests should be sent to:** Janet Madrigal, Clerk to the Board – CCCTA – Administrative Department, 2477 Arnold Industrial Way, Concord, CA 94520 or madrigal@cccta.org. **Shuttle Service:** With a 24-hour notice, a CCCTA LINK shuttle will be provided from the closest BART station to the meeting location. To arrange for the shuttle, please call Robert Greenwood 925/680-2072.

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**Administration and Finance Committee
Summary Minutes
May 4, 2012**

The meeting was called to order at 9:00 a.m. at the Walnut Creek offices of Hanson Bridgett. Those in attendance were:

Board of Director Al Dessayer
Board of Director Candace Andersen
Board of Director Rob Schroder

Staff: General Manager Rick Ramacier
Director of Finance Kathy Casenave

Public” Ralph Hoffman

1. Adoption of the Agenda- Approved.
2. Public Communication- None.
3. Summary Minutes of April 4, 2012- Approved.
4. Proposal for Financial Audit Services- Director of Finance Casenave reported that a RFP was released on March 5, 2012 for audit services for up to 5 years, beginning with fiscal year 2012. Five firms with transit auditing experience were notified and 18 DBE firms throughout California were also notified. Three firms responded with a list of questions and staff responded. However only one firm, the current auditor, Brown Armstrong, submitted a proposal. The fees proposed were reasonable- \$30,500 for FY 2012 up to \$43,500 for FY 2016. The fee for FY 2011 was \$39,000. The Committee voted to approve recommending to the Board that the General Manager enter into a contract with Brown Armstrong to perform audits for a one year period with the option of four extensions beginning with FY 2012. Approved for consent calendar.
5. FY 2013 Draft Budget and Ten Year Forecast - Director Casenave discussed the revised draft budget. The main difference between this draft and the draft presented in April was an increase in Measure J revenue. For the April draft, staff estimated a 3% increase because CCTA had not yet released FY 2013 numbers. The CCTA staff is proposing a substantial increase in the revenue for next year- it is \$500,000 more than the April draft- \$321,000 for Fixed route and \$182,000 for Paratransit. Director Casenave also reported that the passenger fares have been increased slightly in the May draft based on actuals through February. Operating expenses were slightly increased. For the 10 year forecast, the funding shortfalls for capital projects were eliminated because the additional Measure J revenues projected forward allowed for TDA revenue to be used for the capital program. Director Casenave requested that the Committee forward this draft to the Board for discussion so that the final budget can be submitted and approved in June. Approved.

6. Legal Services Statement, February 2012 General- The committee reviewed and approved the legal services invoice.
7. Review of Vendor Bills, April 2012- The committee reviewed the vendor bills.
8. Adjournment- The meeting was adjourned. The next meetings will be Thursday, June 7 at 2:30 p.m.; Wednesday, July 11 at 9:00 a.m.; and Tuesday, August 7 at 9:00 a.m. at the Walnut Creek offices of Hanson Bridgett, 1676 N. California St.

Kathy Casenave, Director of Finance

TO: A & F Committee

DATE: May 7, 2012

FROM: Rick Ramacier
General Manager

SUBJECT: CCCTA Investment Policy – Quarterly Reporting Requirement

Attached please find CCCTA's Quarterly Investment Policy Reporting Statement for the quarter ending March 31, 2012.

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

CCCTA

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

FINANCIAL INST	ACCT #	TYPE	PURPOSE	PER BANK DEC 2011	PER BANK MARCH 2012	PER BOOK MARCH 2012
FIXED ROUTE						
First Republic Bank	1106171	CHECKING	A/P General Account-Fixed Route	\$ 204,780	\$ (8,043)	\$ (7,393)
First Republic Bank	1106198	CHECKING	PAYROLL	\$ 42,999	\$ 27,601	\$ 27,601
First Republic Bank	1015001	CHECKING	CAPITAL PURCHASES	\$ 68,210	\$ 377,967	\$ 377,967
First Republic Bank	32431003958	CHECKING	WORKER'S COMP-CORVEL	\$ 52,784	\$ 25,020	\$ 25,020
First Republic Bank	1106228	CHECKING	PASS SALES	\$ 90,638	\$ 57,059	\$ 57,059
First Republic Bank	800-0035-2386	Money Market	Prop-2B Safety & Security#2(2386)	\$ 117,254	\$ 117,284	\$ 117,284
First Republic Bank	800-0066-1158	Money Market	Prop-2B Safety & Security#3(1158)	\$ 117,073	\$ 117,102	\$ 117,102
PAYPAL	27SAXUUFL9732	CHECKING	PAYPAL-PASS SALES	\$ 2,345	\$ 1,793	\$ 1,793
TOTAL				\$ 696,084	\$ 715,783	\$ 716,432
PARATRANSIT						
First Republic Bank	1049584	CHECKING	CAPITAL PURCHASES	\$ 3,519	\$ 3,519	\$ 3,519
First Republic Bank	1106244	CHECKING	A/P General Account-Paratransit	\$ 431,122	\$ 67,726	\$ 67,037
TOTAL				\$ 434,641	\$ 71,245	\$ 70,556
LAIF POOL						
LAIF ACCOUNT	4007001	INT-INVEST	OPERATING FUNDS	\$ 1,875,319	\$ 1,367,301	\$ 1,367,301
LAIF ACCOUNT		INT-INVEST	Fixed Route Bus Purchase	\$ 345,518	\$ 345,833	\$ 345,833
LAIF ACCOUNT		INT-INVEST	Pacheco Transit Center	\$ 772,337	\$ 723,042	\$ 723,042
LAIF ACCOUNT		INT-INVEST	Rolling Stock-1011 PTMISEA	\$ 1,098,757	\$ 1,099,513	\$ 1,099,513
LAIF ACCOUNT		INT-INVEST	Martinez Stop Project	\$ 67,273	\$ 67,338	\$ 67,338
LAIF ACCOUNT		INT-INVEST	SAFE HARBOR LEASE RESERVE	\$ 1,429,292	\$ 1,430,664	\$ 1,430,664
TOTAL				\$ 5,588,496	\$ 5,033,691	\$ 5,033,691
CCCTA EMPLOYEE						
First Republic Bank	1402153	INT CHECK	EMPLOYEE FITNESS FUND	\$ 9,017	\$ 8,151	\$ 8,151
TOTAL				\$ 9,017	\$ 8,151	\$ 8,151
GRAND TOTAL				\$ 6,728,238	\$ 5,828,870	\$ 5,828,830

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

Rick Ramacier
General Manger

To: Administration and Finance Committee

Date: May 30, 2012

From: Kathy Casenave, Director of Finance

Reviewed by:

SUBJECT: Adoption of Gann Appropriations Spending Limitation for FY 2013

Summary of Issues:

By State law, the CCCTA Board of Directors must adopt an appropriations limitation prior to adoption of its annual fiscal budget. The calculated FY 2013 legal spending limit for CCCTA is \$53,888,097.

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

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

The appropriations spending limit is calculated using the following formula:

1. Population percentage change x price increase/decrease factor=ratio of change
2. Ratio of change x 2011-12 spending limit = 2012-13 spending limit.

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

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

$$1.0083 \times 1.0377 = 1.0463$$

2. Ratio of change x 2011-2012 spending limit =2012-2013 spending limit:

$$1.0463 \times \$54,581,913 = \$57,109,055$$

Based on the above calculations, the Gann appropriations spending limit for FY 2012-2013 is \$57,109,055. The actual CCCTA non-federal appropriations budget for FY 2012-2013 is \$31,390,337 (Exhibit A), which is \$25,718,718 below the spending limitation.

Recommendation:

The Administration & Finance Committee recommends that the Board of Directors adopt the Gann appropriations spending limitation of \$53,888,097 for FY 2011-12.

COMPUTATION OF GANN APPROPRIATIONS SPENDING LIMIT for FY 2013

Contra Costa County change in population			0.83
Converted to a ratio	1.0083		
Percentage change in per capita personal income			3.77
Converted to a ratio	1.0377		
<i>Source: California Department of Finance</i>			
Ratio of change:			
	1.0083	x	1.0377 =
			1.0463
FY 2012 spending limit			<u>\$54,581,913</u>
FY 2013 spending limit			\$57,109,055
FY 2013 operating budget		\$32,679,423	
Less expenses paid by federal monies		<u>-\$3,170,056</u>	
		\$29,509,367	
FY 2013 capital budget		\$6,465,753	
Less expenses paid by federal monies		<u>-\$4,584,783</u>	
		\$1,880,970	
Operating and capital appropriation			<u>\$31,390,337</u>
Underlimit			<u><u>\$25,718,718</u></u>

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

Date: May 21, 2012
Reviewed by:

SUBJECT: CCCTA Income Statements for the Nine Months Ended March 31, 2012

The attached unaudited CCCTA Income Statements for the nine months of FY 2012 are presented for your review. The combined actual expenses, Fixed Route and Paratransit, (Schedule 1), are **7.4% under the year to date budget (\$1,819,003)**. **The expense categories with the most significant variances are:**

Wages	\$(267,101)	(3.8)%	Operator wages are \$125k under budget (see Schedule 5 for details) and other wages are \$142k under budget, mainly in the Maintenance Dept. The actual is expected to be lower for the year.
Fringe Benefits	\$ 123,784	2.2%	Fringe benefits are over budget mainly because of an additional amount contributed to the OPEB trust as a result of a new actuarial report with a lowering of the expected investment return.
Services	\$(353,703)	(23.6)%	Legal services, promotions, outside repair services account for most of the variance. Most of this is the result of timing- it is expected that this category will only be about \$96k under budget by the end of the year.
Materials & Supplies	\$(567,059)	(19.6)%	Diesel fuel accounts for most of the variance, and the actual is expected to be lower than the budget for the year.
Special trip services	\$(230,787)	(5.6)%	Purchased transportation is lower than budgeted mainly due to lower service hours. The actual is expected to be lower for the year.

Fixed route and Paratransit revenues and expenses are presented on **Schedules 2 and 3**. Actual expenses are compared to the year-to-date approved budget. Fixed route expenses are 7.4% under budget and Paratransit expenses are 6.9% under budget.

The combined revenues are under budget because TDA revenue is not considered earned unless needed for expenses and after other revenue is used. Another category with a significant variance:

Passenger Fares	\$ 167,662	5.8%	Passenger fares are more than budgeted.
Special fares	\$ 84,139	13.3%	Special fares are more than budget due to an increase in Bishop Ranch revenue and unbudgetd ITT tech revenue.
STA revenue	\$(538,639)	(29.6)%	STA revenue will be less than budgeted because

it was based on MTC's original lower estimate. There will be a substantial carryover to FY 2013 of current year revenue.

Measure J	\$(290,647)	(8.9)%	Measure J is under budget due to a timing difference. It is expected that Measure J will be on target by the end of the year.
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Schedule 4 provides selected statistical information for the current year compared to the last two years:

Fixed route:

- Passenger fares are 3.8% more than FY 2011 and 1% more than FY 2010.
- The farebox recovery ratio is up compared to the last two years. The ratio is 17.4% in FY 2012; 17.1% in FY 2011 and 16.8% in FY 2010.
- Operating expenses are 3.8% more than in FY 2011 and 4.8% more than in FY 2010.
- Fixed route revenue hours are .2% less than FY 2011 and 3.5% less than FY 2010.
- The cost per revenue hour has increased 4.1% compared to FY 2011 and 8.6% compared to FY 2010.
- Passengers have decreased 2.5% compared to FY2011 and 1.5% compared to FY 2010.
- The cost per passenger has increased 6.4% compared to FY 2011 and 6.2% compared to FY 2010.
- Passengers per revenue hour have decreased 2.3% compared to FY 2011 and increased 2.1% compared to FY 2010.

Paratransit:

- Passenger fares have increased 17.1% over FY 2011 and 12.8% over FY 2010.
- The farebox ratio is more compared to FY 2011 and FY 2010. The ratio is 12.7% in FY 2012; 10.9% in FY 2011; and 11.4% in FY 2010.
- Expenses have decreased .6% from the prior year and 1.7% compared to FY 2010.
- Revenue hours are 3.6% less than FY 2011 and 6.3% less than FY 2010.
- Passengers have decreased 1% compared to FY 2011 and decreased 4.7% compared to FY 2010.
- The cost per passenger has increased 1.6% since FY 2011 and 6.7% compared to FY 2010.
- Paratransit passengers per revenue hour have increased 2.6% compared to FY 2011 and 1.7% compared to FY 2010.

Fixed Route Operator Wages (Schedule 5)

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

- Actual work time wages (Platform, turn in and report time) are 1.6% less than projected.
- Guarantees are 14.6% under budget.
- Overtime is 7.8% under budget.
- Training is 5.8% more than budget.
- Overall wages for operators are 2.3% under budget.

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

FY 2012 Year to Date Comparison of Actual vs Budget

For the Nine Months Ended March 31, 2012

Combined Fixed Route and Paratransit Income Statement

	Actual	Budget	Variance	% Variance
Revenues				
Passenger fares	\$ 3,073,082	\$ 2,905,420	\$ 167,662	5.8%
Special fares	\$ 714,963	\$ 630,824	\$ 84,139	13.3%
	<u>\$ 3,788,045</u>	<u>\$ 3,536,245</u>	<u>\$ 251,800</u>	<u>7.1%</u>
Advertising	\$ 402,264	\$ 397,500	\$ 4,764	1.2%
Safe Harbor lease	\$ 4,248	\$ 18,750	\$ (14,502)	-77.3%
Other revenue	\$ 115,433	\$ 92,850	\$ 22,583	24.3%
Federal operating	\$ 3,742,187	\$ 3,764,714	\$ (22,527)	-0.6%
TDA earned revenue	\$ 9,200,051	\$ 10,498,798	\$ (1,298,747)	-12.4%
STA revenue	\$ 1,278,064	\$ 1,816,703	\$ (538,639)	-29.6%
Measure J	\$ 2,967,537	\$ 3,258,184	\$ (290,647)	-8.9%
Other operating assistance	\$ 1,391,952	\$ 1,325,041	\$ 66,911	5.0%
	<u>\$ 19,101,736</u>	<u>\$ 21,172,540</u>	<u>\$ (2,070,804)</u>	<u>-9.8%</u>
Total Revenue	\$ 22,889,781	\$ 24,708,784	\$ (1,819,003)	-7.4%
Expenses				
Wages- Operators	\$ 5,363,032	\$ 5,488,332	\$ (125,300)	-2.3%
Wages-Other	\$ 3,604,749	\$ 3,746,550	\$ (141,801)	-3.8%
	<u>\$ 8,967,781</u>	<u>\$ 9,234,882</u>	<u>\$ (267,101)</u>	<u>-2.9%</u>
Fringe Benefits	\$ 5,870,661	\$ 5,746,877	\$ 123,784	2.2%
Services	\$ 1,142,720	\$ 1,496,423	\$ (353,703)	-23.6%
Materials & Supplies	\$ 2,330,205	\$ 2,897,264	\$ (567,059)	-19.6%
Utilities	\$ 161,322	\$ 221,580	\$ (60,258)	-27.2%
Insurance	\$ 255,616	\$ 284,525	\$ (28,909)	-10.2%
Taxes	\$ 183,286	\$ 198,384	\$ (15,098)	-7.6%
Interest	\$ -	\$ -	\$ -	0.0%
Leases and Rentals	\$ 24,557	\$ 28,500	\$ (3,943)	-13.8%
Miscellaneous	\$ 89,848	\$ 93,279	\$ (3,431)	-3.7%
Special Trip Services	\$ 3,863,785	\$ 4,094,572	\$ (230,787)	-5.6%
Operations	\$ 22,889,781	\$ 24,296,284	\$ (1,406,504)	-5.8%
Contingency Reserve	\$ -	\$ 412,500	\$ (412,500)	-100.0%
Total Expenses	\$ 22,889,781	\$ 24,708,784	\$ (1,819,003)	-7.4%
Net Income (Loss)	\$ -	\$ -	\$ -	

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

FY 2012 Year to Date Comparison of Actual vs Budget

For the Nine Months Ended March 31, 2012

Fixed Route Income Statement

	Actual	Budget	Variance	% Variance
Revenues				
Passenger fares	\$ 2,578,252	\$ 2,475,225	\$ 103,027	4.2%
Special fares	\$ 714,963	\$ 630,824	\$ 84,139	13.3%
	\$ 3,293,215	\$ 3,106,049	\$ 187,166	6.0%
Advertising	\$ 402,264	\$ 397,500	\$ 4,764	1.2%
Safe Harbor lease	\$ 4,085	\$ 18,750	\$ (14,665)	-78.2%
Other revenue	\$ 99,933	\$ 92,625	\$ 7,308	7.9%
Federal operating	\$ 3,193,344	\$ 3,193,344	\$ -	0.0%
TDA earned revenue	\$ 7,525,084	\$ 8,814,467	\$ (1,289,383)	-14.6%
STA revenue	\$ 926,470	\$ 1,154,056	\$ (227,586)	-19.7%
Measure J	\$ 2,296,209	\$ 2,538,653	\$ (242,444)	-9.6%
Other operating assistance	\$ 1,244,805	\$ 1,197,540	\$ 47,265	3.9%
	\$ 15,692,194	\$ 17,406,935	\$ (1,714,741)	-9.9%
Total Revenue	\$ 18,985,409	\$ 20,512,984	\$ (1,527,575)	-7.4%
Wages- Operators	\$ 5,363,032	\$ 5,488,332	\$ (125,300)	-2.3%
Wages-Other	\$ 3,537,575	\$ 3,683,384	\$ (145,809)	-4.0%
	\$ 8,900,607	\$ 9,171,716	\$ (271,109)	-3.0%
Fringe Benefits	\$ 5,833,323	\$ 5,713,843	\$ 119,480	2.1%
Services	\$ 1,127,019	\$ 1,476,150	\$ (349,131)	-23.7%
Materials & Supplies	\$ 2,328,378	\$ 2,895,126	\$ (566,748)	-19.6%
Utilities	\$ 148,151	\$ 204,750	\$ (56,599)	-27.6%
Insurance	\$ 255,616	\$ 284,525	\$ (28,909)	-10.2%
Taxes	\$ 183,126	\$ 198,000	\$ (14,874)	-7.5%
Leases and Rentals	\$ 24,557	\$ 28,500	\$ (3,943)	-13.8%
Miscellaneous	\$ 89,604	\$ 92,438	\$ (2,834)	-3.1%
Special Trip Services	\$ 95,028	\$ 35,438	\$ 59,591	168.2%
Operations	\$ 18,985,409	\$ 20,100,484	\$ (1,115,075)	-5.5%
Contingency Reserve		\$ 412,500	\$ (412,500)	-100.0%
Total Expenses	\$ 18,985,409	\$ 20,512,984	\$ (1,527,575)	-7.4%
Net Income (Loss)	\$ -	\$ -	\$ -	
Revenue Hours	156,003	160,317	(4,314)	-2.7%
Cost per Rev Hr	\$ 121.54	\$ 127.78	(6.23)	-4.9%
Passengers	2,390,545	2,440,808	(50,263)	-2.1%
Cost per Passenger	\$ 7.93	\$ 8.39	(0.46)	-5.5%
Passengers per Rev Hr	15.32	15.22	0.10	0.6%
Farebox recovery ratio	17.4%	15.2%	2.2%	14.5%

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

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

FY 2012 Year to Date Comparison of Actual vs Budget

For the Nine Months Ended March 31, 2012

Paratransit Income Statement

	Actual	Budget	Variance	% Variance
Revenues				
Passenger fares	\$ 494,830	\$ 430,196	\$ 64,635	15.0%
	\$ 494,830	\$ 430,196	\$ 64,635	15.0%
Advertising		\$ -	\$ -	
Interest	\$ 163	\$ -	\$ 163	100.0%
Other revenue	\$ 15,500	\$ 225	\$ 15,275	6788.9%
Federal operating	\$ 548,843	\$ 571,370	\$ (22,528)	-3.9%
TDA earned revenue	\$ 1,674,967	\$ 1,684,331	\$ (9,364)	-0.6%
STA revenue	\$ 351,594	\$ 662,647	\$ (311,053)	-46.9%
Measure J	\$ 671,328	\$ 719,531	\$ (48,203)	-6.7%
Other operating assistance	\$ 147,147	\$ 127,501	\$ 19,646	15.4%
	\$ 3,409,542	\$ 3,765,605	\$ (356,063)	-9.5%
Total Revenue	\$ 3,904,372	\$ 4,195,800	\$ (291,428)	-6.9%
Expenses				
Wages- Operators			\$ -	0.0%
Wages-Other	\$ 67,174	\$ 63,167	\$ 4,008	6.3%
	\$ 67,174	\$ 63,167	\$ 4,008	6.3%
Fringe Benefits	\$ 37,338	\$ 33,035	\$ 4,304	13.0%
Services	\$ 15,701	\$ 20,273	\$ (4,572)	-22.6%
Materials & Supplies	\$ 1,827	\$ 2,138	\$ (311)	-14.5%
Utilities	\$ 13,171	\$ 16,830	\$ (3,659)	-21.7%
Taxes	\$ 160	\$ 384	\$ (224)	-58.3%
Miscellaneous	\$ 244	\$ 842	\$ (598)	-71.0%
Special Trip Services	\$ 3,768,757	\$ 4,059,134	\$ (290,377)	-7.2%
Total Expenses	\$ 3,904,372	\$ 4,195,800	\$ (291,428)	-6.9%
Net Income (Loss)	\$ -	\$ -	\$ -	
Revenue Hours	59,095	58,123	972	1.7%
Cost per Rev Hr	\$ 66.07	\$ 72.19	\$ (6.12)	-8.5%
Passengers	112,138	117,526	(5,388)	-4.6%
Cost per Passenger	\$ 34.82	\$ 35.70	\$ (0.88)	-2.5%
Passengers per Rev Hr	1.90	2.02	(0.12)	-6.2%
Farebox ratio	12.7%	10.3%	2.4%	23.6%
<i>(fares,spec fares/Oper exp-leases)</i>				

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
Statistics
FY 2012 Year to Date Comparison of FY2011 Actual & FY2010 Actual
For the Nine Months Ended March 31, 2012

Actual FY2012	Actual FY2011	Variance Actual 2012 to Actual 2011	Actual FY2010	Variance Actual 2012 to Actual 2010
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Fixed Route

Fares	\$ 2,578,252	\$ 2,483,805	3.8%	\$ 2,552,046	1.0%
Special Fares	\$ 714,963	\$ 640,072	11.7%	\$ 491,362	45.5%
Total Fares	\$ 3,293,215	\$ 3,123,877	5.4%	\$ 3,043,408	8.2%
<i>Fares box recovery ratio</i>	<i>17.4%</i>	<i>17.1%</i>	<i>1.6%</i>	<i>16.8%</i>	<i>3.3%</i>
Operating Exp (Less leases)	\$ 18,960,852	\$ 18,265,298	3.8%	\$ 18,097,063	4.8%
<i>Revenue Hours</i>	<i>156,003</i>	<i>156,368</i>	<i>-0.2%</i>	<i>161,732</i>	<i>-3.5%</i>
<i>Cost per Rev Hour</i>	<i>\$ 121.54</i>	<i>\$ 116.81</i>	<i>4.1%</i>	<i>\$ 111.90</i>	<i>8.6%</i>
<i>Passengers</i>	<i>2,390,545</i>	<i>2,452,624</i>	<i>-2.5%</i>	<i>2,426,538</i>	<i>-1.5%</i>
<i>Cost per Passenger</i>	<i>\$ 7.93</i>	<i>\$ 7.46</i>	<i>6.4%</i>	<i>\$ 7.47</i>	<i>6.2%</i>
<i>Passengers per Rev Hr</i>	<i>15.32</i>	<i>15.68</i>	<i>-2.3%</i>	<i>15.00</i>	<i>2.1%</i>

Paratransit

Fares	\$ 494,830	\$ 422,715	17.1%	\$ 438,647	12.8%
<i>Fares box recovery ratio</i>	<i>12.7%</i>	<i>10.9%</i>	<i>16.4%</i>	<i>11.4%</i>	<i>10.9%</i>
Operating Exp (Less leases)	\$ 3,904,372	\$ 3,881,215	0.6%	\$ 3,839,289	1.7%
<i>Revenue Hours</i>	<i>59,095</i>	<i>61,274</i>	<i>-3.6%</i>	<i>63,064</i>	<i>-6.3%</i>
<i>Cost per Rev Hour</i>	<i>\$ 66.07</i>	<i>\$ 63.34</i>	<i>4.3%</i>	<i>\$ 60.88</i>	<i>8.5%</i>
<i>Passengers</i>	<i>112,138</i>	<i>113,292</i>	<i>-1.0%</i>	<i>117,684</i>	<i>-4.7%</i>
<i>Cost per Passenger</i>	<i>\$ 34.82</i>	<i>\$ 34.26</i>	<i>1.6%</i>	<i>\$ 32.62</i>	<i>6.7%</i>
<i>Passengers per Rev Hr</i>	<i>1.90</i>	<i>1.85</i>	<i>2.6%</i>	<i>1.87</i>	<i>1.7%</i>

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
Operator Wages
For the Nine Months Ended March 31, 2012

	Year to Date				
	Actual	Budget	Variance	% Variance	
Platform/report/turn in	\$ 4,335,037	\$ 4,403,296	\$ (68,259)	-1.6%	
Guarantees	211,545	247,576	(36,031)	-14.6%	
Overtime	194,161	210,606	(16,445)	-7.8%	
Spread	134,647	134,680	(33)	0.0%	
Protection	240,004	252,611	(12,607)	-5.0%	
Travel	161,234	165,203	(3,969)	-2.4%	
Training	48,328	45,662	2,666	5.8%	
Other Misc	38,076	28,697	9,379	32.7%	
	\$ 5,363,032	\$ 5,488,332	\$ (125,300)	-2.3%	

May 29, 2012

TO: ADMINISTRATION AND FINANCE COMMITTEE

FROM: KATHY CASENAVE, DIRECTOR OF FINANCE REVIEWED:

SUBJECT: FY 2013 PROPOSED 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. The only major change in this budget versus the draft presented in May is a decrease in STA revenue due to the Governor's May budget revision. This is a CCCTA staff estimate; a new estimate by MTC has not yet been published.

- 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 estimated actual for FY 2012.

The FY 2012 operating budget is \$32,544,296 which included a contingency line item of \$550,000. The actual operating expenses are projected to be under budget. There is no change from the estimated actual expenses reported in the May draft.

- Fixed route expenses, including the contingency, for FY 2012 are estimated to be \$1,657,445 (6.2%) less than the budget.
- Paratransit expenses for FY 2012 are estimated to be \$298,401 (5.3%) less than the budget.

The Key Assumptions Used for FY 2013 Budget & Ten-Year Draft Financial Forecast and TDA Reserve-

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

Passenger Fares	FY 2012 Fixed route fares are projected to be 3.4% more than budgeted based on ytd actuals. Paratransit passenger fares for FY 2012 are projected to be 4.8% more than budgeted. The fares for FY 2013 are estimated to grow by 2%.
Special Fares	FY 2012 special fares are expected to be \$80,651 more than projected due to contracts with ITT Tech, Cal State, and an 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 FY 2011 bus purchase allocation will be used in FY 2013.
*	STA	The FY 2013 revenue has been reduced by \$233k for Fixed route and \$88K for Paratransit from the May draft. The Governor's May budget revision calls for about a 9.6% reduction in STA. MTC has not yet revised the estimates for each operator; the above reductions are based on CCCTA's staff estimate. The FY 2013 STA includes carryovers from FY 2012.
	Measure J	The Measure J revenue for FY 2013 is significantly higher- 12.5% for Fixed route and 22% for Paratransit based on CCTA projections.
*	TDA 4.0 & 4.5	FY 2013 fixed route TDA revenue earned has been increased by \$233k and Paratransit by \$88k due to the projected decrease in STA revenue.

Operating Expenses-

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

	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.
	PERS pension expense	PERS employer rate for FY 2013 is 5.219%; for FY 2014-FY 2017 the rates 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.
	Retiree Medical expense	Retiree medical expense of \$345,000 has been included in all years. This is based on the most current actuarial report.

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

	Passenger Fares	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 includes a 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	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.
	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.</p> <p>For FY 2013, the projection is \$14,290,173, a 4.27% increase. 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% ER rate is used from then on.
*	Capital Expenses/Revenue	<p>Funding shortfalls in the capital program have been eliminated. If bridge toll/state bond funds are not available, TDA revenue will be used.</p> <p>Prior year funding carried over has freed up \$603k in TDA revenue, compared to the May draft.</p>

TDA Reserve-

The TDA reserve is projected to be positive throughout the 10 year forecast, although the reserve is less in the out years and is about one month's operating expenses in FY 2019 and FY 2020.

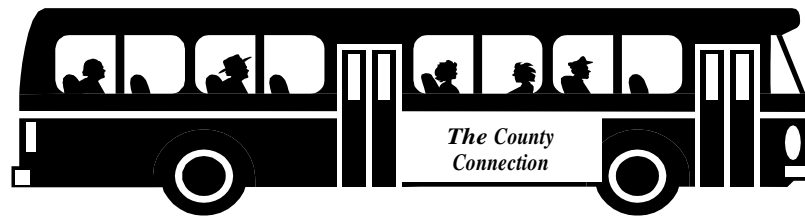
The capital revenue shortfall has been eliminated by using TDA for capital projects when no other funding is anticipated.

ACTION REQUESTED:

Staff is requesting that the Committee forward the budget to the Board of Directors with a recommendation of approval.

Operating and Capital Budget

Fiscal Year 2013



CENTRAL CONTRA COSTA TRANSIT AUTHORITY

Concord, California

May 30, 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%	3,570,068	1,717,128	92.7%
TDA 4.0	8,163,880	10,603,410	10,566,010	37,400	0.4%	10,547,734	(55,676)	-0.5%
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	354,535	650,070	(295,535)	-45.5%	768,896	414,361	116.9%
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%	1,008,296	(505,172)	-33.4%
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%	1,089,261	386,072	54.9%
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	3,570,068	\$	3,570,068		0
TDA 4.0	14,290,173		10,547,734		3,742,439
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	768,896		768,896		0
Total Fixed Route Operating Revenue	\$ 31,023,711	\$	27,281,272	\$	3,742,439
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	-	\$	1,008,296		(1,008,296)
Measure J	1,170,022	\$	1,170,022		0
STA Paratransit	1,089,261	\$	1,089,261		0
Other Grants	-	\$	-		0
BART ADA Service/other	192,850	\$	192,850		0
Total Paratransit Operating Revenue	\$ 4,389,855	\$	5,398,151	\$	(1,008,296)
Capital Program					
TDA 4.0	-		235,000		(235,000)
Increase (Decrease) to TDA reserve				\$	2,499,143

**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	\$ 579,059	\$ 564,475	\$	\$ 5,728,317
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	579,059	1,067,438	235,000	\$ 6,466,280

**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	1,652	953	1,632	1,121	1,176	1,697	872	322	484	10,144
State Transportation bonds	386	4,247	466	-	-	-	-	-	-	-	5,099
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	-	2,790	23	245	-	17	52	54	-	-	3,180
Carryover of Prior yrs funding	659	340	0	0	0	0	0	0	0	0	999
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	3,570	2,425	2,486	2,548	2,611	2,677	2,744	2,812	2,883
8 TDA 4.0	10,603	10,548	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	355	769	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	1,008	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	1,089	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**

	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
30 Capital Revenue										
31 Federal	\$ 6,673	\$ 4,585	\$ 37,504	\$ 305	\$ 3,139	\$ -	\$ 206	\$ 670	\$ 707	\$ -
32 Prop 1B bonds	4,369	386	4,247	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		-	2,790	23	245	-	17	52	54	-
36 TDA 4.0	1,183	235	1,652	953	1,632	1,121	1,176	1,697	872	322
37 Carryover of unused prior year funding		659	340	-	-	-	-	-	-	-
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	\$ 7,289	\$ 9,788	\$ 8,105	\$ 7,077	\$ 5,510	\$ 4,280	\$ 3,580	\$ 2,631	\$ 2,920
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	(10,603)	(10,548)	(13,556)	(14,003)	(14,450)	(15,234)	(15,331)	(15,724)	(16,104)	(16,491)
43 Used for Paratransit operations	(1,513)	(1,008)	(1,197)	(1,239)	(1,263)	(1,288)	(1,268)	(1,291)	(1,303)	(1,314)
44 TDA used for Operations	(12,117)	(11,556)	(14,753)	(15,242)	(15,713)	(16,522)	(16,599)	(17,016)	(17,407)	(17,805)
45 Used for capital program	(1,183)	(235)	(1,652)	(953)	(1,632)	(1,121)	(1,176)	(1,697)	(872)	(322)
46 Ending TDA Reserve	\$ 7,289	\$ 9,788	\$ 8,105	\$ 7,077	\$ 5,510	\$ 4,280	\$ 3,580	\$ 2,631	\$ 2,920	\$ 4,203
Number Of Months of Operating Expenses in Reserve	2.9	3.6	3.0	2.5	1.9	1.4	1.2	0.8	0.9	1.3

**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: A&F Committee

Date: 05-31-2012

From: Lisa Rettig, Senior Manager of Human Resources

Reviewed By:

SUBJECT: Adjustment to Non-Represented Employees Compensation

SUMMARY OF ISSUES:

The non-represented employees consist of management and non-management administrative employees. This group of employees last received an increase on July 1, 2009. This was due to the Authority's very poor financial situation.

These non-represented employees have worked harder than ever over the last three years despite a lack of increases in compensation. As you will recall, the Authority is covering less than half of the total monthly premiums for health care with the employee picking up the remainder.

It looks reasonably certain that for FY13 the Authority can prudently afford a small increase for these non-represented employees.

The General Manager requests a 2% increase for unrepresented employees and a merit pool of \$37,600 for management employees. Management compensation increases are not automatic. Non-management employees receive increases provided they are proficient in their position. Managers receive their increase based on merit. This merit pool would be distributed to management level employees at the discretion of the General Manager.

FINANCIAL IMPLICATIONS:

The cost for a 2% increase is \$30,000. This amount is included in the FY13 Budget, as is the \$37,600 merit pool.

ACTION REQUESTED:

The A&F Committee is respectfully requested to forward the above recommendations to the full Board in the form of a resolution.