

# The County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

www.cccta.org

## **BOARD OF DIRECTORS MEETING AGENDA**

**Thursday, April 18, 2013  
9:00 a.m.**

**CCCTA Paratransit Facility  
Gayle B. Uilkema Memorial 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 March 21, 2013\*
  - b. RM2 Project Funding for Pacheco Transit Center\*  
Resolution No. 2013-017\*  
(The Resolution authorizes the General Manager to execute an agreement with the Metropolitan Transportation Commission for the allocation of Regional Measure 2 Funds for construction of the Pacheco Transit Hub/Park and Ride)
5. Report of Chair
6. Report of General Manager
  - a. Recognition of departing employees
  - b. Recognition of Employee with 30 Years of Service

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**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

7. Report of Standing Committees

a. Administration & Finance Committee  
(Committee Chair: Director Dessayer)

- (1) FY2014 Draft Budget and Ten-Year Forecast\*  
Resolution No. 2013-016\*  
(The Resolution authorizes filing an application and supporting documents with MTC for allocation of TDA funds for FY2014.)

b. Operations & Scheduling Committee  
(Committee Chair: Director Simmons)

- (1) Paratransit Board Workshop \*  
(The O&S Committee will ask the Board to discuss holding a Paratransit workshop as part of a future Board meeting.)

8. 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.

9. Closed Session

- a. Conference with Labor Negotiator  
Pursuant to Government Code Section 54957.6  
Employee Organizations:  
- Amalgamated Transit Union, Local 1605, AFL-CIO, Bus Operators  
- Teamsters Union, Local 856, AFL-CIO, Transit Supervisors
- b. Conference with Labor Negotiator  
Pursuant to Government Code Section 54957.6  
Legal Counsel

10. Open Session

- a. Report of Action(s) Taken During the Closed Session  
b. Consideration of Proposed Legal Services Rate Adjustment  
Resolution No. 2013-018  
(The Resolution authorizes a rate adjustment to the Agreement for Legal Services)

11. Adjournment

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\*Enclosure

## 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](http://www.CCCTA.org).

**Accessible Public Meetings:** Upon request, CCCTA will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service so that it is received by CCCTA at least 48 hours before the meeting convenes. Requests should be sent to the Board Clerk, Janet Madrigal, at 2477 Arnold Industrial Way, Concord, CA 94520 or [madrigal@cccta.org](mailto: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, May 16, 9:00 a.m., CCCTA Board Room
Administration & Finance:	Wednesday, May 1, 9:00 a.m. 1676 N. California Blvd., Suite 620, Walnut Creek
Advisory Committee:	Friday, May 10, 9:30 a.m., CCCTA Board Room
Marketing, Planning & Legislative:	Thursday, May 2, 9:00 a.m., 1676 N. California Blvd., Suite 620, Walnut Creek
Operations & Scheduling:	Friday, May 3, 8:00 a.m., Walnut Creek City Offices

**The above meeting schedules are subject to change. Please check the CCCTA Website ([www.CCCTA.org](http://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](http://www.CCCTA.org)) and at the CCCTA Administrative Offices, 2477 Arnold Industrial Way, Concord, California**

# The County Connection

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Agenda Item No. 4.a.

## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

March 21, 2013

#### CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Horn called the regular meeting of the Board of Directors to order at 9 a.m. Board Members present were Directors Andersen, Dessayer, Hudson, Manning, Schroder, Simmons, Storer, Weir. Director Worth arrived after the meeting convened. Director Hoffmeister was absent.

Staff: Ramacier, Chun, Glenn, Barnes, Burdick, Casenave, Churchill, Hill, Madrigal, Muzzini, Polk, Thompson

Guest: No guests were in attendance.

**PUBLIC COMMUNICATION: No public communication.**

#### CONSENT CALENDAR

**MOTION:** Director Dessayer moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of February 21, 2013, (b) Approval of CCCTA Investment Policy-Quarterly Reporting Requirement and (c) Approval of Proposition 1B Transit Security Funding 2013 and Resolution 2013-015. Director Manning seconded the motion and it received the following vote of approval.

**Aye:** Directors Andersen, Dessayer, Horn, Hudson, Manning, Schroder, Simmons, Storer, Weir and Worth

**No:** None

**Abstain:** None

**Absent:** Director Hoffmeister

#### REPORT OF CHAIR

Chair Horn discussed his trip to the APTA Legislative Conference in Washington, DC. He reported on meetings with the offices of Congressman Miller, Swalwell, and Thompson as well as the office

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of Senator Barbara Boxer. Chair Horn also reported on various APTA sessions he attended. Most of these sessions discussed preparations for the reauthorization of MAP-21.

## **REPORT OF GENERAL MANAGER**

Mr. Ramacier discussed his trip to the APTA Legislative Conference in Washington, DC. Mr. Ramacier emphasized his discussions with federal officials regarding the importance of federal funding for suburban bus operators. He noted that currently rail transit has priority, and that it will be a challenge to keep the transit community working together so that the needs of smaller bus systems are addressed as well.

## **REPORT OF STANDING COMMITTEES**

### **Marketing, Planning, & Legislative Committee:**

#### County Connection Brand

Director Schroder discussed the County Connection brand and the importance of being associated with one name. The Committee recommends that the name of the agency be simplified to "County Connection". It was discussed that internal and external print communication materials will be modified, and that changes to the logo on vehicles, -buses and bus stops would take place over time to lessen upfront fees. In response to a question from Director Dessayer, the General Manager and Legal Counsel explained that while County Connection would be the brand name, the Central Contra Costa Transit Authority will remain its legal and official name.

**MOTION:** Director Worth moved acceptance of changing the agency's brand name to County Connection. The motion was seconded by Director Manning and it received the following vote of acceptance.

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

### **Operations & Scheduling Committee:**

#### Paratransit Contract Update

Director Simmons recommended that the board hold a session to focus on Paratransit service options before issuing a Request for Proposals (RFP) . Staff continues to research and investigate different options for both Paratransit service deliveries and Paratransit organizational approaches which will be the basis for further Board review and direction. No action required.

## **BOARD COMMUNICATION**

Director Hudson praised Mr. Ramacier on his understanding and explanation of how to use federal funds for small operators, the use of funds for express lanes and using grants as a source of funding as well. Director Schroder mentioned that he writes a monthly article for a local

newspaper called, Community Focus, and this month his article will be about County Connection's bus tracker system.

**CLOSED SESSION**

Consultation with Labor Negotiator Pursuant to Government Code Section 54957.6  
Employee Organizations: Amalgamated Transit Union, Local 1605, AFL-CIO, Bus Operators, and Teamsters Union, Local 856, AFL-CIO, Transit Supervisors

At 9:49 a.m. Chair Horn announced the Board would take a two minute break and reconvene for a closed session to consult with its Labor Negotiator, Pat Glenn, Esq., pursuant to Government Code Section 54957.6, regarding negotiations with the Amalgamated Transit Union, Local 1605, AFL-CIO, Bus Operators, and Teamsters Union, Local 856, AFL-CIO, Transit Supervisors.

**REPORT OF ACTION(S) TAKEN DURING THE CLOSED SESSION**

The Board reconvened in open session at 9:52 a.m. Chair Horn announced the Board met in closed session with its Labor Negotiator, pursuant to Government Code Section 54957.6, regarding negotiations with the two employee organizations.. Direction was given to the labor negotiating team.

**ADJOURNMENT:** Chair Horn adjourned the regular Board meeting at 9:53 a.m.

Minutes prepared by

\_\_\_\_\_  
Lathina Hill  
Assistant to the General Manager

\_\_\_\_\_  
Date

**To:** Board of Directors

**Date:** 4/9/2013

**From:** Anne Muzzini, Director of Planning & Marketing

**Reviewed by:**

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**SUBJECT: RM2 Funding for Pacheco Transit Center**

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**Background:**

MTC earmarked \$1,089,000 in RM2 funds for the construction of the Pacheco project; \$582,000 of FY2008-09 funds has been allocated and \$507,000 in FY2009-10 funds has not yet been allocated. RM2 funds are generated by bridge toll revenues and distributed by MTC for capital and operating projects that reduce traffic on the bridges.

The responsibility for managing and constructing the Pacheco project is being shifted from County Connection to the City of Martinez through an agreement that is in the process of being executed. However, two of the fund sources remain in the control of County Connection; the Prop 1B PTMISEA funds allocated by Caltrans in the amount of \$800,000 and the RM2 funds in the amount of \$1,089,000. It isn't possible to transfer project sponsorship of these sources to the City as they aren't eligible recipients.

The agreement drafted by the City and County Connection attorneys spells out that the City is responsible for management project and for spending grant funds in accordance with Caltrans and MTC policies related to the funding. Staff recommends that we remain the sponsor and that we pass funding through to the City. In the case of the RM2 funds the City can submit progress reports and invoices directly to MTC. In the case of the Prop 1B funds invoices will need to come to County Connection as the money has already been distributed to us.

Board action is required to request the remaining FY2009-10 RM2 funds (\$507,000) that were earmarked for the project. If the Board approves a resolution in April, MTC will approve it in May, and the City can then award the construction contract knowing all the funding secured and get the project built this summer.

**Recommendation:**

The Administration and Finance Committee recommends that the Board approve a resolution requesting allocation of \$507,000 in RM2 funds from MTC for the Pacheco project.

**RESOLUTION NO. 2013-017**

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

\* \* \*

**AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT  
WITH THE METROPOLITAN TRANSPORTATION COMMISSION  
FOR THE ALLOCATION OF REGIONAL MEASURE 2 FUNDS  
FOR CONSTRUCTION OF THE PACHECO TRANSIT HUB/PARK AND RIDE**

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 ("County Connection"), 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;

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred as Regional Measure 2, identified projects eligible to receive funding under the Regional Traffic Relief Plan;

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 2 funds, pursuant to Streets and Highways Code Section 30914(c) and (d);

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 2 funding;

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 2 Policy and Procedures;

WHEREAS, County Connection is an eligible sponsor of transportation project(s) in Regional Measure 2, Regional Traffic Relief Plan funds;

WHEREAS, the Pacheco Transit Hub/Park and Ride Lot Project ("Project") is eligible for consideration in the Regional Traffic Relief Plan of Regional Measure 2, as identified in California Streets and Highways Code Section 30914(c) or (d);

WHEREAS, County Connection and the City of Martinez have entered into an Agreement for the Transfer of Project Management Responsibilities and Funding for the Pacheco Transit Hub Project, attached hereto as Exhibit A, whereby County Connection will remain the project sponsor for purposes of Regional Measure 2 funding allocations, and the City of Martinez will assume project management responsibilities for the Project;

WHEREAS, the Regional Measure 2 allocation request, attached hereto in the Initial Project Report prepared by the City of Martinez and incorporated herein as though set forth at length, lists the project, purpose, schedule, budget, expenditure and cash flow plan for which County Connection is requesting that MTC allocate Regional Measure 2 funds to the City of Martinez;

NOW, THEREFORE, BE IT RESOLVED, that County Connection, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 2 Policy Guidance (MTC Resolution No. 3636); and be it further



RESOLVED, that County Connection certifies that the project is consistent with the Regional Transportation Plan (RTP); and be it further

RESOLVED, that the year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project; and be it further

RESOLVED, that the Regional Measure 2 phase or segment is fully funded, and results in an operable and useable segment; and be it further

RESOLVED, that County Connection approves the updated Initial Project Report prepared by the City of Martinez and attached to this resolution as Exhibit B; and be it further

RESOLVED, that County Connection approves the cash flow plan prepared by the City of Martinez, attached to this resolution; and be it further

RESOLVED, that County Connection has reviewed the project needs and is satisfied that the City of Martinez has the adequate staffing resources to deliver and complete the project within the schedule set forth in the updated Initial Project Report, attached as Exhibit B to this resolution; and, be it further

RESOLVED, that County Connection is an eligible sponsor of projects in the Regional Measure 2 Regional Traffic Relief Plan, Capital Program, in accordance with California Streets and Highways Code 30914(c); and be it further

RESOLVED, that County Connection is authorized to submit an application on behalf of the City of Martinez for Regional Measure 2 funds for the Pacheco Transit Hub/Park and Ride Lot project in accordance with California Streets and Highways Code 30914(c); and be it further

RESOLVED, that County Connection certifies that the projects and purposes for which RM2 funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 *et seq.*), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 *et seq.*) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 *et seq.* and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to County Connection making allocation requests for Regional Measure 2 funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of County Connection to deliver such project; and be it further

RESOLVED, that County Connection agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution 3866; and be it further

RESOLVED, that County Connection indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of County Connection, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages, and be it further

RESOLVED, that County Connection shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED, that assets purchased with RM2 funds allocated to the City of Martinez including facilities and equipment shall be used for the public transportation uses intended, and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that the Metropolitan Transportation Commission (MTC) shall be entitled to a present day value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the said facilities and equipment at the time the public transportation uses ceased, which shall be paid back to MTC in the same proportion that Regional Measure 2 funds were originally used; and be it further

RESOLVED, that The City of Martinez shall post on both ends of the construction site(s) at least two signs visible to the public stating that the Project is funded with Regional Measure 2 Toll Revenues; and be it further

RESOLVED, that County Connection authorizes its General Manager, or his designee, to execute and submit an allocation request for the (environmental/ design/ right-of-way/ construction) phase with MTC for Regional Measure 2 funds in the amount of \$507,000, for the project, purposes and amounts included in the project application attached to this resolution; and be it further

RESOLVED, that the City of Martinez is hereby delegated the authority to make non-substantive changes or minor amendments to the Initial Project Report as he/she deems appropriate; and be it further

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the County Connection application referenced herein.

Regularly passed and adopted this 18th day of April, 2013, by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

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Erling Horn, Chair  
CCCTA Board of Directors

ATTEST:

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Janet Madrigal, Clerk to the Board

**AGREEMENT FOR THE TRANSFER OF PROJECT MANAGEMENT RESPONSIBILITIES  
AND FUNDING FOR THE PACHECO TRANSIT HUB PROJECT**

THIS AGREEMENT is entered into as of the 2<sup>nd</sup> day of April 2013, by and between the **Central Contra Costa Transit Authority** ("County Connection"), a joint exercise of powers agency created under California Government Code Section 6500 *et seq.*, and the **City of Martinez** ("City").

WHEREAS, the Pacheco Transit Hub Project ("Project") is a project to improve certain property owned by the State of California through its Department of Transportation ("Caltrans") near the Interstate 680/State Route 4 interchange in Contra Costa;

WHEREAS, the Project consists of the design, construction, operation and maintenance of a transit hub and expanded park and ride facility to be used for ridesharing and bus transit, in order to reduce motor vehicle congestion, improve public safety and encourage use of public transit;

WHEREAS, County Connection, in partnership with the Contra Costa Transportation Authority ("CCTA"), TRANSPAC, and the City of Martinez was successful in securing funding from state and regional sources for the design and construction of the Project;

WHEREAS, County Connection is the project sponsor under the Regional Measure 2 Program and is the sole authorized agency to submit funding allocation requests;

WHEREAS, County Connection engaged Nolte and Associates ("Nolte") to conduct environmental studies, design, and prepare construction documents for the Project;

WHEREAS, Nolte has completed the final design for the Project;

WHEREAS, by Resolution No. 2012-005, the County Connection Board of Directors authorized and directed the transfer of grant funding and project management responsibilities for the Project to the CCTA or City upon completion of final design, with the understanding that County Connection will have no further financial responsibility for the Project;

WHEREAS, the City of Martinez is willing to assume responsibility for the Project, and has entered into Cooperative Agreement No. 04-2427 with Caltrans to prepare the bid documents, award the construction contract and administer the construction contract;

WHEREAS, the parties desire to enter into an agreement for the transfer of grant funding and project management responsibilities to the City of Martinez upon the terms and conditions specified herein.

NOW THEREFORE, IT IS HEREBY AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. Project Funding. The funding that has been identified for the Project consists of the following:

A. CCTA Grant No. 09-01-P in the amount of \$857,878 (hereinafter referred to as "CCTA Grant");

B. RM-2 Allocation No. 09388901 in the amount of \$50,000 (already spent by County Connection) and RM-2 Allocation No. 103889036 in the amount of \$532,000 . An additional \$507,000 in RM-2 funding is programmed but not yet allocated to the Project, for a total RM-2 funding amount of \$1,089,000 (hereinafter collectively referred to as "RM-2 Allocations");

C. Public Transportation Modernization, Improvement and Service Enhancement Account bond proceeds for the Project, with a remaining balance of \$703,318 (hereinafter referred to as "PTMISEA Funds"); and

D. Transportation for Clean Air funds in the amount of \$92,922 (hereinafter referred to "TFCA Funds")(already spent by County Connection).

Of these amounts, the only funds that County Connection controls are the PTMISEA Funds which were disbursed to County Connection by Caltrans as of July 29, 2009. County Connection agrees to disburse these funds to City for eligible Project costs in accordance with the PTMISEA grant, up to the remaining balance of PTMISEA Funds. County Connection disclaims any further interest in the CCTA Grant and will cooperate with City in City's efforts to access such funds directly from CCTA and the Metropolitan Transportation Commission. With respect to the RM-2 Allocations, County Connection agrees to remain as the Project sponsor and the City agrees to serve as the implementing agency. More specifically, County Connection agrees to approve an Initial Project Report (IPR) and authorize by resolution its submittal to MTC to request allocation of RM-2 funds not yet allocated to the Project. City agrees to prepare and submit the IPR for County Connection review and approval. City will invoice MTC directly for reimbursement from the RM-2 Allocations, with a copy to County Connection. Except as provided herein, County Connection shall have no further financial responsibility for the Project, and City agrees to assume responsibility for obtaining all other funding necessary for the successful completion of the Project. As between County Connection and City, any cost overruns for the Project shall be the responsibility of City.

2. Project Design. The environmental studies and final design for the Project as prepared by Nolte and Associates have been completed. Any further work requiring the services of Nolte, such as support services during bidding and construction, will be performed under separate agreement between Nolte and City. The parties acknowledge that County Connection has no further responsibility with respect to the design, environmental studies, and implementation of the Project.

3. Project Management. City agrees to serve as the project manager for bidding and awarding the construction contract for the Project, managing the construction of the Project, and for managing the operation and maintenance of the facility upon completion. City agrees to undertake its responsibilities in a manner consistent with all applicable laws, statutes, ordinances, rules, regulations or requirements of federal, state or local government, and the terms and conditions of the funding grants for the Project, including, but not limited to, the PTMISEA Guidelines, PTMISEA Certifications and Assurances, RM-2 Resolution, and RM-2 Policies and Procedures. Among other requirements, City agrees to comply with applicable requirements of the California Public Contract Code and the California Labor Code, including competitive bidding requirements, contractor's licensing, prevailing wage provisions, and subletting and subcontracting requirements for public works. City will obtain all necessary

permits for Project construction, including encroachment permits and other approvals from Caltrans.

4. Operation and Maintenance of the Project. It is anticipated that the parties will enter into a separate agreement delineating the terms and conditions for County Connection's use of the Pacheco Hub transit facility upon its completion. Similarly, it is anticipated that City and Caltrans will enter into separate agreements delineating the terms and conditions for the construction, operation and maintenance of the facility.

5. Record Retention. City will retain intact and accessible all data, documents, reports, records, contracts and supporting materials relating to the Project. Upon request, City agrees to permit County Connection to inspect all Project records necessary for documenting compliance with the terms and conditions for the PTMISEA Funds and RM-2 Allocations throughout Project construction and for four years thereafter. County Connection will retain intact and accessible all data, documents, reports, records, contracts and supporting materials relating to the Project. Upon request, County Connection agrees to permit City to inspect all Project records in the possession or under the control of County Connection throughout Project construction and for four years thereafter.

6. Audit. City will provide thorough and complete accounting for all funds expended in the performance of the Project, to the extent that such funds are provided by County Connection as set forth in Section 1 of this Agreement. City shall be responsible for meeting audit requirements under state law, and shall make its annual audit available to County Connection for inspection.

7. Project Reporting. City shall cooperate with County Connection in all respects necessary to allow County Connection to meet its reporting obligations relative to the funds expended in the performance of the Project. Specifically, City shall provide the following:

A. Narrative Progress Report. City shall prepare a narrative progress report covering accomplishments with each itemized invoice requesting reimbursement from PTMISEA Funds and RM-2 Allocations. The report shall contain a description of the work completed during the reporting period, tasks expected to be performed during the next period, and any explanations of problems or delays encountered or anticipated.

B. Financial report. City shall prepare a financial report covering the same reporting period specified in 7.A. above. The report shall include a balance sheet and a project expenditure statement.

8. Invoices. City shall prepare and submit to County Connection invoices for services performed and/or expenses incurred for which reimbursement is sought from PTMISEA Funds pursuant to Section 1 above. City shall invoice MTC directly for RM-2 Allocations, with a copy to County Connection. Such invoices shall be signed by an authorized representative of the City. Invoices shall be accompanied by supporting documentation, such as copies of contractor invoices and proof of payment.

9. Payment. County Connection shall reimburse funds to City within thirty days of approval of invoices submitted. Payment shall be sent to City at the following address: City of Martinez, Finance Department, 525 Henrietta Street, Martinez, CA 94553.



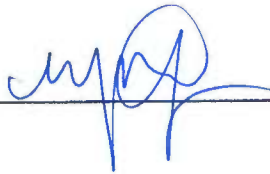
IN WITNESS WHEREOF, this Agreement has been executed by the duly authorized representatives of the parties as of the date first above written.

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

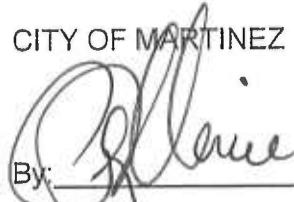
By: 

Its: General Manager

Approved as to form:

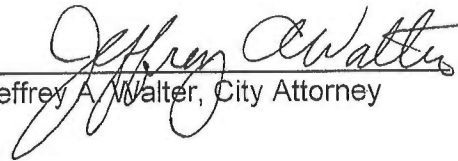


CITY OF MARTINEZ

By: 

Its: City Manager

Approved as to form:

  
Jeffrey A. Walter, City Attorney

# Regional Measure 2 Initial Project Report (IPR)

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**Project Title:** Pacheco Transit Hub

**RM2 Project No.** 17

**Allocation History:**

	<b>MTC Approval Date</b>	<b>Amount</b>	<b>Phase</b>
<b>#1: 09388901</b>	<b>03/25/2009</b>	<b>50,000</b>	<b>IV</b>
<b>#2:103889036</b>	<b>07/22/2009</b>	<b>532,000</b>	<b>IV</b>
<b>#3</b>			

**Total:     \$   582,000**

**Current Allocation Request:**

<b>IPR Revision Date</b>	<b>Amount Being Requested</b>	<b>Phase Requested</b>
<b>03/27/13</b>	<b>507,000</b>	<b>V</b>



## **I. OVERALL PROJECT INFORMATION**

### **A. Project Sponsor / Co-sponsor(s) / Implementing Agency**

Central Contra Costa Transit Authority – Project Sponsor  
California Department of Transportation – District 4 – Co-Sponsor  
City of Martinez – Implementing Agency

### **B. Project Purpose**

To provide a location for staging and deploying express bus service in the I-680/SR 4 corridor for Contra Costa and Solano County bus operators.

To increase park-and-ride opportunities for carpooling.

### **C. Project Description (please provide details)**

**Project Graphics to be sent electronically with This Application**

#### **Attachment A – Signing and Striping Plan**

Construct six bay express bus hub and increase the size of an existing park and ride lot from 47 to about 115 spaces. The project will include paving, grading, sidewalks, curb, gutter, signage, bus bays, striping, utilities, landscaping, passenger shelters, bicycle racks, trash receptacles, closed circuit surveillance and in place wiring for future installation of real time transit information.

### **D. Impediments to Project Completion**

Only impediment would be failure to obtain complete funding. At this time, funding appears to be complete. All impediments concerning property, design, and approvals have been addressed and overcome.

### **E. Operability**

CCCTA has executed a Co Op Agreement with Caltrans to outline responsibilities for the project after completion. Since City will be maintaining the completed project, CCCTA will enter into an agreement with City to transfer project management responsibilities and funding to the City. The City will execute a Maintenance Agreement with Caltrans. City will serve as the Implementing Agency.

## **II. PROJECT PHASE DESCRIPTION and STATUS**

### **F. Environmental –**

Does NEPA Apply:  Yes  No

CEQA Clearance obtained (copy attached)

### **G. Design –**

PSR/PR approved by Caltrans. Design is substantially complete.

**H. Right-of-Way Activities / Acquisition –**

Caltrans Right-of-Way. Co Op Agreement signed. No R-O-W acquisition costs.

**I. Construction / Vehicle Acquisition –**

Not yet

**III. PROJECT BUDGET**

**J. Project Budget (Escalated to year of expenditure)**

<b>Phase</b>	<b>Total Amount - Escalated - (Thousands)</b>
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$92,922
Design - Plans, Specifications and Estimates (PS&E)	\$73,820
Right-of-Way Activities /Acquisition (R/W)	
Construction / Rolling Stock Acquisition (CON)	\$2,639,000
Total Project Budget (in thousands)	\$2,805,742

**K. Project Budget (De-escalated to current year) N/A**

<b>Phase</b>	<b>Total Amount - De-escalated - (Thousands)</b>
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	
Design - Plans, Specifications and Estimates (PS&E)	
Right-of-Way Activities /Acquisition (R/W)	
Construction / Rolling Stock Acquisition (CON)	
Total Project Budget (in thousands)	

**IV. OVERALL PROJECT SCHEDULE**

Phase-Milestone	Planned (Update as needed)	
	Start Date	Completion Date
Environmental Document	05/07	09/07
Environmental Studies, Preliminary Eng. (ENV / PE / PA&ED)	03/07	10/07
Final Design - Plans, Specs. & Estimates (PS&E)	7/08	02/13
Right-of-Way Activities /Acquisition (R/W)		
Construction (Begin – Open for Use) / Acquisition / Operating Service (CON)	07/13	3/14

**V. ALLOCATION REQUEST INFORMATION**

**L. Detailed Description of Allocation Request**

**These funds will be combined with Prop 1B Bond funds and local funds to complete the construction of the Pacheco Transit Center . This work includes grading, paving, curb and gutter, sidewalks, passenger loading areas, striping, passenger shelters and site furnishings (trash receptacles, bike racks, information displays), security cameras, landscaping, irrigation, and all other work to complete the project.**

Amount being requested (in escalated dollars)	\$507,000
Project Phase being requested	V - \$507,000
Are there other fund sources involved in this phase?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Date of anticipated Implementing Agency Board approval the RM2 IPR Resolution for the allocation being requested	April 2013
Month/year being requested for MTC Commission approval of allocation	May 2013

**M. Status of Previous Allocations (if any)**

**\$ 50,000 – Amended into design contract.  
\$532,000 - Partial allocation for construction.**

**N. Workplan**

**Workplan in Alternate Format Enclosed**

TASK NO	Description	Deliverables	Completion Date
1	Final PS&E	Plans, Specs, Bid Pkg	April 2013
2	Project out to bid	Bids from contractors	June 2013

<b>3</b>	<b>Construction Begins</b>	<b>Award of Bid, Hire Construction Mgmt</b>	<b>July 2013</b>
<b>4</b>	<b>Construction Complete</b>	<b>Project Open</b>	<b>March 2014</b>

**O. Impediments to Allocation Implementation**

None

**VI. RM-2 FUNDING INFORMATION**

**P. RM-2 Funding Expenditures for funds being allocated**

**The companion Microsoft Excel Project Funding Spreadsheet to this IPR is included**

**Next Anticipated RM-2 Funding Allocation Request: N/A**

**VII. GOVERNING BOARD ACTION**

**Check the box that applies:**

**X Governing Board Resolution attached**

**Governing Board Resolution to be provided on or before:**

**VIII. CONTACT / PREPARATION INFORMATION**

**Contact for Applicant's Agency (Project Sponsor)**

Name: Anne Muzzini  
 Phone: (925) 680-2043  
 Title: Director of Planning and Marketing  
 E-mail: muzzini@cccta.org  
 Address: 2477 Arnold Industrial Way, Concord, CA 94520

**Information on Person Preparing IPR (Implementing Agency)**

Name: Joe Enke  
 Phone: (925) 372-3524  
 Title: Senior Civil Engineer  
 E-mail: jenke@cityofmartinez.org  
 Address: 525 Henrietta Street, Martinez, CA

**Applicant Agency's Accounting Contact**

Name: Cathy Spinella  
 Phone: (925)372-3579  
 Title: Finance Manager  
 E-mail: cspinella@cityofmartinez.org  
 Address: 525 Henrietta Street, Martinez, CA 94553





## RM-2 Initial Project Report

### EXPENDITURES TO-DATE BY PHASE AND FUND SOURCES

Phase	Fund Source	Date of Last Expenditure	Amount Expended to date (Thousands)	Available Balance Remaining (Thousands)
ENV / PA&ED	Measure C	Jan-09	23,820	800,000
PS&E	TFCA/RM2	Jun-09	142,922	
R/W				
CON / Operating	RM2/PTMISEA			1,839,000
Total to date (in thousands)			166,742	2,639,000

Comments:

100% design completed, PS&E clearance obtained from Caltrans. Co Op agreement executed with Caltrans. This project to built on a portion of a parcel owned by the State of California under the control of Caltrans.

As required by RM-2 Legislation, provide funds expended to date for the total project. Provide both expenditure by Fund Source and Expenditure by Phase, with the date of the last expenditure, and any available balance remaining to be expended.

Project ID: 7  
Date: 4/10/2013

**RM-2 Initial Project Report**

**RM-2 FUNDING CASH FLOW PLAN For Allocation  
(RM-2 Allocation Funding Only)**

(Amounts Escalated in Thousands)

Project Title: Pacheco Transit Hub											Project ID: 17			
Agency: CCCTA											Plan Date: 04/10/13			
<b>RM-2 CASH FLOW PLAN</b>														
RM-2 Expenditures	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Future	TOTAL	
ENV/PA&ED														
PS&E					50								50	
R/W														
CON						532			507				1,039	
	Prior	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Future	TOTAL
<b>RM-2 CASH FLOW PLAN TOTAL</b>														
						50	532			507				1,089

Comments:

Other funding sources include: PTMISEA (\$800,000), Transportation fund for clean air (\$92,922 - already expended n design), Local sales tax measure C - \$823,820

Provide the expected RM-2 expenditures – by phase and year. (This is the amount of the allocation needed for that fiscal year to cover expenditures through June 30th of that fiscal year).

Enter RM-2 amounts in thousands and escalated to the year of funding. The total amount cannot exceed the amount identified in the RM-2 legislation.

Eligible Phases: ENV (or PA&ED), PS&E, R/W or CON. For planning activities use ENV. For Vehicles, Equipment or Operating use CON. OK to use CT R/W SUP or CT CON SUP for Caltrans support, but not necessary (optional).



Regional Measure 2 Program  
**Estimated Budget Plan**

Please complete this form based the proposed allocation for your project. The scope should be consistent with the funding you are requesting the MTC allocate. Projects with complementary fund sources, should list the estimated cost of the entire work scope. Note that this information may not only represent the RM2 funding. A separate EBP needs to be completed for each allocation request or each phase of such request.

TITLE OF PROJECT Pacehco Transit Hub	RM2 Legislation ID (and project subelements if any)  <span style="float: right;">7</span>
NAME AND ADDRESS OF IMPLEMENTING AGENCY Central Contra Costa Transit Authority 2477 Arnold Industrial Way Concord, CA 94520	

DETAIL DESCRIPTION	ESTIMATED HOURS	RATE/HOUR	TOTAL ESTIMATED COST (Dollars)
<b>1. DIRECT LABOR of Implementing Agency (Specify by task)</b>			
			0
All Labor In-Kind contribution			0
			0
			0
<b>TOTAL DIRECT LABOR</b>			<b>0</b>
<b>2. DIRECT BENEFITS (Specify)</b>			
	Benefit Rate	X BASE	
		0	
<b>TOTAL BENEFIT</b>			<b>0</b>
<b>3. DIRECT CAPITAL COSTS (include construction, right-of-way, or vehicle acquisition)</b>			
	Unit (if applicable)	Cost per Unit (\$)	
Construction			1,600,000
RM-2 Construction Contribution			1,039,000
<b>TOTAL DIRECT CAPITAL COSTS</b>			<b>2,639,000</b>
<b>4. CONSULTANTS (Identify purpose and or consultant)</b>			
Nolte Associates - Design, Plans, Specifications			142,922
URS - Environmental			23,820
<b>TOTAL CONSULTANTS</b>			<b>166,742</b>
<b>5. OTHER DIRECT COSTS (Specify - explain costs, if any)</b>			
<b>TOTAL OTHER DIRECT COSTS</b>			
<b>6. TOTAL ESTIMATED COST</b>			<b>2,805,742</b>

Comments: **CERTIFICATE**

Date: 4/10/2013

To: Board of Directors

Date: April 8, 2013

From: Kathy Casenave

Reviewed by:

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**SUBJECT: FY 2014 Draft Budget, FY 2013 Estimated Actual and Ten Year Forecast**

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The A&F Committee has reviewed the draft budget and is forwarding it to the Board of Directors for review and approval for the purpose of filing a timely TDA claim with the Metropolitan Transportation Commission.

Staff will continue to update the budget. A draft will be presented in May and the final proposed budget will be submitted in June for approval.

**FY 2013 Estimated Actual:**

Estimated Expenses for FY 2013 (Page 2) are expected to be \$1,322,972 (4.1%) under budget. The most significant variances:

\$ 220,719	Fixed route operator & operator training wages are projected to be \$207K more than budgeted.
\$ (230,155)	Fixed route fringe benefits are expected to be lower, mainly due to workers compensation expense (\$170K). Variances in other benefit categories are minor.
\$ 707,789	Fixed route materials and supplies are expected to be lower, mainly due to diesel fuel (\$655K)

Operating revenue (Page 3) is also expected to be lower:

\$ (451,451)	Fixed route Preventive maintenance revenue will be lower than budgeted mainly because the 10% flexible setaside funds the MTC allowed to be used for preventive maintenance has been redirected to other regional projects.
\$ (895,644)	STA revenue, fixed route. MTC discovered an error in the calculation of the FY 2013 allocation so the amount available was reduced.

**FY 2014 Draft Budget**

The proposed draft budget is \$33,722,512. \$2,366,060 (7.5%) over the FY 2013 estimate actual (this includes a \$500,000 contingency).

The largest expense variances compared to FY 2013 estimated actual are:

\$ 408,518	A potential increase in cost due to wage increases, and hiring a street maintenance worker and an additional transportation supervisor.
\$ 406,806	Fringe benefits are expected to be higher for a variety of reasons- mainly \$55K in different paid absences (vacation, etc.), \$79K in PERS retirement, and \$273K in cafeteria expense.
\$ 191,325	Services are expected to be higher, mainly due to legal and real time bus software maintenance. The later will be reimbursed through a state grant.
\$ 510,659	Materials and supplies are expected to be higher due to diesel fuel (\$422K) and repair parts (\$60K).

\$ 153,630	Paratransit purchased transportation is expected to increase due to rate and service increases.
<b>Operating revenue-</b>	
\$(2,002,433)	The Authority will be using future federal grants for the procurement of buses and vans.
\$( 524,541) and \$( 261,145)	STA revenue for fixed route and Paratransit is lower in FY 2014 because FY 2013 revenue included a carryover from prior years.
\$ 191,325	Services are expected to be higher, mainly due to legal and Real time bus software maintenance. The later will be reimbursed through a state grant.
\$ 4,343,780	TDA 4.0 revenue used for fixed route is more than FY 2013 because of an increase in expenses and a decrease in other types of revenue.

**Key Assumptions Used for the Ten-Year Financial Forecast, Pages 8 & 9 -**

**TDA Revenue-**

The latest TDA 4.0 revenue projections from the County Auditor-Controller's office have been positive. The FY 2013 projection has been increased from \$14,290,173 to \$15,112,752, a 9.42% increase over FY 2012 actual. For FY 2014, the projection is \$16,160,875, a 6.94% increase. The impact to the forecast is a \$2.2 million increase in FY 2013 & FY 2014 TDA estimates since the June forecast. If these estimates prove to be accurate then County Connection's TDA revenue will finally be what it had been before the Great Recession.

**Operating Revenues-**

- Passenger fares are increased 2% annually for Fixed route and 3% for Paratransit. Fares increases are projected for FY 2015 and 2018. The prior forecast assumed a fare increase in FY 2014, but staff is recommending a delay since it is not needed at this time and MTC is working with regional operators in trying to establish a uniform fare system.
- STA revenue for FY 2014 is estimated by MTC; a 2.5% growth rate is assumed in the out years.
- No preventive maintenance funds are projected for FY 2014 and beyond.
- Measure J is projected to grow at the rate used in the Contra Costa Transportation Authority's revised Measure J Strategic Plan published in July 2011- 3.05% through FY 2015, 4.03% for FY 2016-FY 2018, and 4.54% for FY 2020 and beyond.

**Operating Expenses-**

The forecast assumes that the service levels will remain the same.

- A 2.5% growth rate for nonwage expenses has been used for the out years.
- Diesel fuel has been increased by 5% in each of the out years.
- PERS employer rate for FY 2014 is 5.416%. The rates for FY 2015-FY 2018 are estimated to be 6.5%, 8%, 9.7%, & 11.3%, based on an investment rate of return of 2.63% (*Source: what if scenario, PERS actuarial report of Oct 2012*). The 11.3% is used from then on.

**Capital Program-**

TDA revenue is shown as the source of funds for non-revenue fleet projects. The purchase of revenue fleet replacements is shown as 80% federal and a combination of state bonds, bridge toll, and TDA for the local match. In FY 2014 & 2015 33 buses and 31 buses are scheduled for replacement. After that, there are no fixed route buses scheduled to be replaced until FY 2022.

**TDA Reserve- Page 10**

The FY 2014 ending reserve is projected to be \$9.476 million. The reserve is steadily reduced during the out years, mainly because of the need to use TDA for the capital program. The reserve at the end of FY 2022 is projected to be \$2 million.

**Action Requested-**

The A&F Committee recommends that the Board of Directors approve the draft budget for the purpose of filing a timely TDA claim. An updated draft budget will be presented in May and the final proposed budget will be submitted in June for Board approval.

***DRAFT***  
**Operating and Capital Budget**

**Fiscal Year 2014**



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

**Concord, California**

**March 28, 2013**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY 2014 Budget  
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**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY 2014 BUDGET SUMMARY**

	EST/ACTUAL FY 2013	APPROVED BUDGET FY 2013	% VARIANCE	PROPOSED BUDGET FY 2014	FY 2014 BUD OVER/(UNDER) EST ACT
Operations					
Fixed Route	\$ 26,044,097	\$ 27,281,272	-4.5%	\$ 28,247,492	8.5%
Paratransit	\$ 5,312,355	\$ 5,398,151	-1.6%	\$ 5,475,020	3.1%
Subtotal	\$ 31,356,452	\$ 32,679,423	-4.0%	\$ 33,722,512	7.5%
Capital					
Fixed Route	\$ 5,489,353	\$ 5,489,353	0.0%	\$ 24,755,700	351.0%
Paratransit	\$ 976,400	\$ 976,400	0.0%	-	100.0%
Subtotal	\$ 6,465,753	\$ 6,465,753	0.0%	\$ 24,755,700	282.9%
<b>Grand Total</b>	<b>\$ 37,822,205</b>	<b>\$ 39,145,176</b>	<b>-3.4%</b>	<b>\$ 58,478,212</b>	<b>54.6%</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY 2014 BUDGET- OPERATING EXPENDITURES**

Category	ACTUAL FY 2012	EST/ACT FY 2013	APPROVED BUDGET FY 2013	EST/ACT over(under) Budget Amount +/-	% +/-	PROPOSED BUDGET FY 2014	FY2014 vs 2013 EstActual Amount +/-	% +/-
<b>Fixed Route</b>								
Wages	11,693,345	12,101,100	11,880,381	220,719	1.9%	12,509,618	408,518	3.4%
Fringe benefits	7,002,817	7,314,327	7,544,482	(230,155)	-3.1%	7,721,133	406,806	5.6%
Total Wages and benefits	18,696,162	19,415,427	19,424,863	(9,436)	0.0%	20,230,751	815,324	4.2%
Services	1,685,170	2,062,285	2,035,540	26,745	1.3%	2,253,610	191,325	9.3%
Materials and supplies	3,203,466	3,342,581	4,050,370	(707,789)	-17.5%	3,853,240	510,659	15.3%
Utilities	214,657	311,661	327,500	(15,839)	-4.8%	318,000	6,339	2.0%
Casualty and liability	415,417	355,732	360,300	(4,568)	-1.3%	507,601	151,869	42.7%
Taxes	293,586	313,500	376,000	(62,500)	-16.6%	315,000	1,500	0.5%
Leases and rentals	35,977	40,700	40,500	200	0.5%	40,700	0	0.0%
Miscellaneous	112,954	116,469	119,850	(3,381)	-2.8%	129,300	12,831	11.0%
Purchased transportation	69,314	85,742	46,350	39,392	85.0%	99,290	13,548	15.8%
Total Other Expenses	6,030,541	6,628,670	7,356,410	(727,740)	-9.9%	7,516,741	888,071	13.4%
Subtotal	24,726,703	26,044,097	26,781,272	(737,176)	-2.8%	27,747,492	1,703,395	6.5%
Contingency			500,000	(500,000)	-100.0%	500,000	500,000	
Subtotal	24,726,703	26,044,097	27,281,272	(1,237,176)	-4.5%	28,247,492	2,203,395	8.46%
<b>Paratransit</b>								
Wages	88,411	90,000	160,552	(70,552)	-43.9%	91,000	1,000	1.1%
Fringe benefits	48,258	46,543	66,687	(20,144)	-30.2%	46,639	96	0.2%
Total Wages and benefits	136,669	136,543	227,239	(90,696)	-39.9%	137,639	1,096	0.8%
Services	19,503	29,602	24,702	4,900	19.8%	36,931	7,329	24.8%
Materials and supplies	3,066	2,900	2,900	0	0.0%	3,000	100	3.4%
Utilities	19,232	20,800	20,800	0	0.0%	21,300	500	2.4%
Taxes	268	600	600	0	0.0%	600	0	0.0%
Miscellaneous	245	910	910	0	0.0%	920	10	1.1%
Purchased transportation	4,991,166	5,121,000	5,121,000	0	0.0%	5,274,630	153,630	3.0%
Total Other Expenses	5,033,480	5,175,812	5,170,912	4,900	0.1%	5,337,382	161,570	3.1%
Subtotal	5,170,149	5,312,355	5,398,151	(85,796)	-1.6%	5,475,020	162,665	3.1%
<b>Total</b>	<b>\$ 29,896,852</b>	<b>\$ 31,356,452</b>	<b>\$ 32,679,423</b>	<b>\$ (1,322,972)</b>	<b>-4.1%</b>	<b>\$ 33,722,512</b>	<b>\$ 2,366,060</b>	<b>7.5%</b>



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY 2014 BUDGET- OPERATING REVENUES**

Category	ACT FY 2012	EST/ACT FY 2013	APPROVED BUDGET FY 2013	EST/ACT over(under) Budget Amount +/-	% +/-	PROPOSED BUDGET FY 2014	FY2013 vs 2012 EstActual Amount +/-	% +/-
Fixed Route								
Fare revenue	3,425,346	3,558,527	3,549,566	8,961	0.3%	3,629,698	71,171	2.0%
Special service revenue	945,970	960,445	886,414	74,031	8.4%	979,654	19,209	2.0%
Advertising revenue	537,546	552,096	552,096	-	0.0%	572,096	20,000	3.6%
Non-Operating rev	133,842	120,000	120,000	-	0.0%	120,000	-	0.0%
FTA Section 5303	-	30,000	30,000	-	-	30,000	-	-
FTA Preventive Maintenance	3,266,451	2,002,433	2,453,884	(451,451)	-18.4%		(2,002,433)	-100.0%
Federal Stimulus				-	-		-	-
Other State Grants				-	-	117,000	117,000	100.0%
STA Pop	1,852,940	2,674,424	3,570,068	(895,644)	-25.1%	2,149,883	(524,541)	-19.6%
TDA 4.0	9,534,883	10,648,295	10,547,734	100,561	1.0%	14,992,075	4,343,780	40.8%
Measure J	3,401,429	3,802,224	3,808,297	(6,100)	-0.2%	3,917,051	114,827	3.02%
BART Express Funds	556,311	603,978	603,978	-	0.0%	651,196	47,218	7.8%
Dougherty Valley revenue	291,998	225,000	225,000	-	0.0%	200,000	(25,000)	-11.1%
Other Local Grants	253,713	37,336	20,000	17,336	86.7%	0	(37,336)	-100.0%
RM 2/Other- Express	145,342	145,339	145,339	-	0.0%	145,339	-	0.0%
Lifeline	380,932	684,000	768,896	(84,896)	-11.0%	743,500	59,500	8.7%
Subtotal	24,726,703	26,044,097	27,281,272	(1,237,202)	-4.5%	28,247,492	2,203,395	8.5%
Paratransit								
Fare revenue	619,164	519,058	613,106	(94,048)	-15.3%	529,439	10,381	2.0%
Non-Operating revenue	15,698	300	300	-	0.0%	300	-	0.0%
FTA Section 5307	672,718	667,479	686,172	(18,693)	-2.7%	676,696	9,217	1.4%
TDA 4.5	655,865	638,144	638,144	-	0.0%	858,430	220,286	34.5%
TDA 4.0	1,314,613	944,884	1,008,296	(63,412)	-6.3%	1,089,570	144,686	15.3%
Measure J	994,559	1,170,229	1,170,022	207	0.0%	1,205,570	35,341	3.02%
STA Paratransit & Rev based	703,189	1,177,261	1,089,261	88,000	8.1%	916,116	(261,145)	-22.2%
BART ADA Service/Other	194,343	195,000	192,850	2,150	1.1%	198,900	3,900	2.0%
Subtotal	5,170,149	5,312,355	5,398,151	(85,796)	-1.7%	5,475,020	162,666	3.1%
<b>Total</b>	<b>\$ 29,896,852</b>	<b>\$ 31,356,452</b>	<b>32,679,423</b>	<b>\$ (1,322,971)</b>	<b>-4.1%</b>	<b>\$ 33,722,512</b>	<b>\$ 2,366,060</b>	<b>7.5%</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2014 Revenue Source Utilization**

	Anticipated Revenue	Anticipated Utilization	Difference
<b>Fixed Route</b>			
Fare revenue	\$ 3,629,698	\$ 3,629,698	0
Special service revenue	979,654	979,654	0
Advertising Revenue	572,096	572,096	0
Non-Operating revenue	120,000	120,000	0
FTA Section 5303	30,000	30,000	0
FTA Preventive Maintenance	0	0	0
STA Pop	2,149,883	\$ 2,149,883	0
TDA 4.0	16,160,875	14,992,075	1,168,800
Measure J	3,917,051	3,917,051	0
BART Express Funds	651,196	651,196	0
Dougherty Valley grants	200,000	200,000	0
Other Local Grants	0	0	0
RM2- Express	145,339	145,339	0
Lifeline-CCTA	743,500	743,500	0
<b>Total Fixed Route Operating Revenue</b>	<b>\$ 29,299,292</b>	<b>\$ 28,130,492</b>	<b>\$ 1,168,800</b>
<b>Paratransit</b>			
Fare revenue	\$ 529,439	\$ 529,439	0
Advertising Revenue	-	-	0
Non-operating revenue	300	\$ 300	0
FTA Section 5307	676,696	\$ 676,696	0
TDA 4.5	858,430	\$ 858,430	0
TDA 4.0	-	\$ 1,089,570	(1,089,570)
Measure J	1,205,570	\$ 1,205,570	0
STA Paratransit	916,116	\$ 916,116	0
Other Grants	-	-	0
BART ADA Service/other	198,900	\$ 198,900	0
<b>Total Paratransit Operating Revenue</b>	<b>\$ 4,385,451</b>	<b>\$ 5,475,020</b>	<b>\$ (1,089,570)</b>
<b>Capital Program</b>			
TDA 4.0	-	2,816,744	(2,816,744)
<b>Increase (Decrease) to TDA reserve</b>		<b>\$ (2,737,514)</b>	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
STAFFING**

Position Type		FY 08 ACTUAL	FY 09 ACTUAL	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 BUDGET
Transportation	Transportation administration	3.0	3.0	3.0	3.0	3.0	4.0	4.0
	Training	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Transit Supervisor/Dispatcher	12.0	10.0	10.0	10.0	10.0	10.0	11.0
		17.0	15.0	15.0	15.0	15.0	16.0	17.0
	Full-time runs	152.0	128.0	128.0	125.0	125.0	127.0	127.0
	Part-time runs	16.0	12.0	12.0	12.0	12.0	12.0	12.0
	Full-time stand-by (Protection)	42.0	38.0	38.0	35.0	35.0	36.0	36.0
		210.0	178.0	178.0	172.0	172.0	175.0	175.0
	<b>Total Transportation</b>	<b>227.0</b>	<b>193.0</b>	<b>193.0</b>	<b>187.0</b>	<b>187.0</b>	<b>191.0</b>	<b>192.0</b>
Maintenance	Maintenance administration	5.0	5.0	5.0	5.0	5.0	5.0	5.0
	Facilities	5.0	5.0	5.0	5.0	5.0	5.0	5.0
		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
	Street Maintenance							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	30.0	
	<b>Total Maintenance</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>	<b>40.0</b>
General Administration	General Administration	5.5	5.5	5.5	4.5	4.0	3.0	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	5.0	6.0	6.0	5.0	5.0	5.0	5.0
	Human Resources	3.0	3.0	2.0	2.0	2.0	2.0	2.0
	Marketing	3.0	3.0	3.0	3.0	2.0	2.0	2.0
	Customer service	8.5	6.5	6.5	6.5	6.0	6.0	6.0
	IT	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Planning/Scheduling	6.0	5.0	4.0	5.0	6.0	6.0	6.0
	Subtotal in full time equivalents	36.0	34.0	32.0	31.0	30.0	29.0	29.0
<b>Fixed Route Operations</b>	<b>Total</b>	<b>302.0</b>	<b>266.0</b>	<b>264.0</b>	<b>257.0</b>	<b>256.0</b>	<b>259.0</b>	<b>261.0</b>
	Paratransit	3.0	2.0	2.0	2.0	2.0	2.0	2.0
<b>Total Operations</b>		<b>305.0</b>	<b>268.0</b>	<b>266.0</b>	<b>259.0</b>	<b>258.0</b>	<b>261.0</b>	<b>263.0</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY2014 CAPITAL PROGRAM**

	Funding Source				Total
	Fed	State Bridge Tolls	State Bonds	Local	
Revenue Fleet (33 Fixed route buses)	\$ 18,704,812	\$ 1,792,564	\$ 1,441,580	\$ 1,250,744	\$ 23,189,700
Facility Maintenance and Modernization				855,000	\$ 855,000
Non Revenue Fleet				226,000	\$ 226,000
Tools & Maintenance Equipment				120,000	\$ 120,000
IT Equipment/Software				365,000	\$ 365,000
				-	\$ -
<b>Total</b>	<b>18,704,812</b>	<b>1,792,564</b>	<b>1,441,580</b>	<b>2,816,744</b>	<b>\$ 24,755,700</b>

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

Programs	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	Total
Non Revenue Fleet		180	226	0	104	182	70	0	294	0	0	1,056
Revenue Fleet	7,692	5,728	23,190	23,547	0	5,288	238	761	793	0	34,093	101,331
Facility Maintenance & Modernization	3,752	503	855	1,115	2,465	0	0	0	0	8	0	8,698
Information Technology	898	55	365	328	250	80	80	85	85	55	85	2,366
Maintenance Equipment & Tools		0	120	220	257	165	100	275	65	50	50	1,302
Office Furniture and Equipment		0	0	50	116	50	123	50	70	80	80	619
<b>Total Capital Program</b>	<b>12,342</b>	<b>6,466</b>	<b>24,756</b>	<b>25,260</b>	<b>3,192</b>	<b>5,766</b>	<b>612</b>	<b>1,171</b>	<b>1,307</b>	<b>193</b>	<b>34,308</b>	<b>115,372</b>
Total Fixed-Route	11,630	5,490	24,756	24,901	3,192	477	373	410	514	193	33,912	105,848
Total Paratransit	712	976	-	359	-	5,288	238	761	793	-	396	9,523
	\$ 12,342	\$ 6,466	\$ 24,756	\$ 25,260	\$ 3,192	\$ 5,766	\$ 612	\$ 1,171	\$ 1,307	\$ 193	\$ 34,308	<b>115,372</b>

Funding Source	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	Total
Fed 5307	6,673	4,617	18,705	19,002	-	4,340	198	632	658	-	27,509	82,334
Transportation Development Act	1,183	235	2,817	1,814	3,191	477	373	410	514	193	4,127	15,334
State Transportation bonds	4,369	1,015	957	2,652	-	540	22	71	73	-	37	9,736
Lifeline- 1B pop based bonds	-	-	485	-	-	-	-	-	-	-	-	485
State Transportation- 1B security	117	117	-	-	-	-	-	-	-	-	-	234
Bridge Toll Revenue		443	1,792	1,793		409	18	59	60	-	2,635	7,209
Carryover of Prior yrs funding		39	-	-	-	-	-	-	-	-	-	39
To be Determined	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Capital Revenue</b>	<b>12,342</b>	<b>6,466</b>	<b>24,756</b>	<b>25,260</b>	<b>3,192</b>	<b>5,765</b>	<b>612</b>	<b>1,171</b>	<b>1,307</b>	<b>193</b>	<b>34,308</b>	<b>115,371</b>

Revenue Fleet replacements												
# Fixed Route vehicles	10	7	33	31							40	111
# Paratransit vehicles	8	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	FY 2022
<b>Revenue Hours</b>	<b>209,000</b>	<b>209,000</b>	<b>209,000</b>	<b>209,000</b>	<b>209,000</b>	<b>209,000</b>	<b>209,000</b>	<b>209,000</b>	<b>209,000</b>	<b>209,000</b>	<b>209,000</b>
1 Passenger Fares	3,425	3,559	3,630	4,060	4,141	4,224	4,614	4,706	4,800	4,896	4,994
2 Special Fares	946	960	980	999	1,019	1,040	1,060	1,082	1,103	1,125	1,148
3 Advertising	538	552	572	584	595	607	619	632	644	657	670
4 Investment & Other	134	120	120	120	120	120	120	120	120	120	120
5 FTA Sec 8 Planning	0	30	30	30	30	30	30	30	30	30	30
6 FTA Preventive Maintenance	3,266	2,002	-	-	-	-	-	-	-	-	-
7 Other state grants			117	117	117	117	117	117	117	117	117
8 STA Population	1,853	2,674	2,150	2,204	2,259	2,315	2,373	2,432	2,493	2,556	2,619
9 TDA 4.0	9,535	10,648	14,992	14,814	15,352	16,215	16,540	16,944	17,334	17,729	18,132
10 Measure J	3,401	3,802	3,917	4,035	4,198	4,367	4,543	4,726	4,940	5,165	5,399
11 BART Express Funds	556	604	651	671	691	711	733	755	777	801	825
12 Dougherty Valley dev fees/other	292	225	200	200	240	-	-	-	-	-	-
13 Other Local Grants	254	37	-	-	-	-	-	-	-	-	-
14 RM2/Meas J- Express	145	145	145	145	145	145	145	145	145	145	145
15 Lifeline-CC County	381	684	744	664	678	691	705	719	734	748	763
<b>16 Total Fixed Route Operating Revenue</b>	<b>24,727</b>	<b>26,044</b>	<b>28,247</b>	<b>28,643</b>	<b>29,585</b>	<b>30,583</b>	<b>31,600</b>	<b>32,408</b>	<b>33,238</b>	<b>34,090</b>	<b>34,963</b>
<b>17 Operating Expenses w/o contingency</b>	<b>24,727</b>	<b>26,044</b>	<b>27,747</b>	<b>28,643</b>	<b>29,585</b>	<b>30,583</b>	<b>31,600</b>	<b>32,408</b>	<b>33,238</b>	<b>34,090</b>	<b>34,963</b>
<b>% increase in expenses</b>		5.3%	6.5%	3.2%	3.3%	3.4%	3.3%	2.6%	2.6%	2.6%	2.6%
<b>18 Operating expense contingency</b>			\$ 500								
<b>19 Total Fixed Route Operating Expenses</b>	<b>24,727</b>	<b>26,044</b>	<b>28,247</b>	<b>28,643</b>	<b>29,585</b>	<b>30,583</b>	<b>31,600</b>	<b>32,408</b>	<b>33,238</b>	<b>34,090</b>	<b>34,963</b>
<b>Revenue Hours</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>
20 Passenger Fares	619	519	529	577	594	612	667	687	708	729	751
21 Non-Operating revenue	16	-	-	-	-	-	-	-	-	-	-
22 FTA Section 5307	673	667	677	694	711	729	747	766	785	804	824
23 TDA 4.5	656	638	858	884	911	938	966	995	1,025	1,056	1,087
24 TDA 4.0	1,315	945	1,090	1,321	1,353	1,387	1,384	1,418	1,445	1,471	1,498
25 Measure J	995	1,170	1,206	1,242	1,292	1,344	1,398	1,455	1,521	1,590	1,662
26 STA Paratransit & Rev based	703	1,177	916	716	734	752	771	790	810	830	851
27 Bart ADA service	194	195	199	205	211	217	224	231	237	245	252
<b>28 Total Paratransit Operating Revenue</b>	<b>5,170</b>	<b>5,312</b>	<b>5,475</b>	<b>5,638</b>	<b>5,806</b>	<b>5,980</b>	<b>6,158</b>	<b>6,341</b>	<b>6,531</b>	<b>6,725</b>	<b>6,926</b>
<b>29 Total Paratransit Operating Expenses</b>	<b>5,170</b>	<b>5,312</b>	<b>5,475</b>	<b>5,638</b>	<b>5,806</b>	<b>5,980</b>	<b>6,158</b>	<b>6,341</b>	<b>6,531</b>	<b>6,725</b>	<b>6,926</b>
<b>% increase in expenses</b>		2.8%	3.1%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
<b>30 Total CCCTA Operating Budget</b>	<b>\$ 29,897</b>	<b>\$ 31,356</b>	<b>\$ 33,723</b>	<b>\$ 34,282</b>	<b>\$ 35,391</b>	<b>\$ 36,563</b>	<b>\$ 37,757</b>	<b>\$ 38,750</b>	<b>\$ 39,769</b>	<b>\$ 40,815</b>	<b>\$ 41,889</b>

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

	<b>FY2012</b>	<b>FY2013</b>	<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>
<b>31 Capital Revenue</b>											
32 Federal	\$ 6,673	\$ 4,617	\$ 18,705	\$ 19,002	\$ -	\$ 4,340	\$ 198	\$ 632	\$ 658	\$ -	\$ 27,509
33 Prop 1B bonds	4,369	1,015	957	2,652	-	540	22	71	73	-	37
34 Lifeline- 1B pop based bonds		-	485	-	-	-	-	-	-	-	-
35 State Transportation- 1B security	117	117	-	-	-	-	-	-	-	-	-
36 Bridge Toll revenues		443	1,792	1,793	-	409	18	59	60	-	2,635
37 TDA 4.0	1,183	235	2,817	1,814	3,191	477	373	410	514	193	4,127
38 Carryover of unused prior year funding		39	-	-	-	-	-	-	-	-	-
<b>39 Total Capital Revenue</b>	<b>12,342</b>	<b>6,466</b>	<b>24,756</b>	<b>25,260</b>	<b>3,192</b>	<b>5,766</b>	<b>612</b>	<b>1,171</b>	<b>1,307</b>	<b>193</b>	<b>34,308</b>
<b>40 Capital</b>	<b>\$ 12,342</b>	<b>\$ 6,466</b>	<b>\$ 24,756</b>	<b>\$ 25,260</b>	<b>\$ 3,192</b>	<b>5,766</b>	<b>\$ 612</b>	<b>\$ 1,171</b>	<b>\$ 1,307</b>	<b>\$ 193</b>	<b>\$ 34,308</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
TDA RESERVE**

<b>TDA RESERVE</b>	<b>FY2012</b>	<b>FY2013</b>	<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>
41 Beginning Balance	\$ 7,151	\$ 8,929	\$ 12,214	\$ 9,476	\$ 8,173	\$ 5,421	\$ 5,002	\$ 4,894	\$ 4,857	\$ 4,863	\$ 5,345
42 Estimated TDA 4.0 Allocation	\$ 13,811 5.71%	\$ 15,113 9.42%	\$ 16,161 6.94%	\$ 16,646 3.00%	\$ 17,145 3.00%	\$ 17,659 3.00%	\$ 18,189 3.00%	\$ 18,735 3.00%	\$ 19,297 3.00%	\$ 19,876 3.00%	\$ 20,472 3.00%
<b>TDA 4.0 Needed for Operations and Capital:</b>											
43 Used for Fixed route operations	(9,535)	(10,648)	(14,992)	(14,814)	(15,352)	(16,215)	(16,540)	(16,944)	(17,333)	(17,729)	(18,131)
44 Used for Paratransit operations	(1,315)	(945)	(1,090)	(1,321)	(1,353)	(1,387)	(1,384)	(1,418)	(1,445)	(1,471)	(1,498)
45 TDA used for Operations	<b>(10,850)</b>	<b>(11,593)</b>	<b>(16,082)</b>	<b>(16,135)</b>	<b>(16,705)</b>	<b>(17,602)</b>	<b>(17,924)</b>	<b>(18,361)</b>	<b>(18,778)</b>	<b>(19,200)</b>	<b>(19,629)</b>
46 Used for capital program	<b>(1,183)</b>	<b>(235)</b>	<b>(2,817)</b>	<b>(1,814)</b>	<b>(3,191)</b>	<b>(477)</b>	<b>(373)</b>	<b>(410)</b>	<b>(514)</b>	<b>(193)</b>	<b>(4,127)</b>
47 <b>Ending TDA Reserve</b>	<b>\$ 8,929</b>	<b>\$ 12,214</b>	<b>\$ 9,476</b>	<b>\$ 8,173</b>	<b>\$ 5,421</b>	<b>\$ 5,002</b>	<b>\$ 4,894</b>	<b>\$ 4,857</b>	<b>\$ 4,863</b>	<b>\$ 5,345</b>	<b>\$ 2,061</b>
Number Of Months of Operating Expenses in Reserve	3.6	4.7	3.4	2.9	1.8	1.6	1.6	1.5	1.5	1.6	0.6
Percentage of operating budget	30%	39%	28%	24%	15%	14%	13%	13%	12%	13%	5%



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)		FY 2014 Budget	Over (Under) FY 2013 Est/Actual	
<b>FIXED ROUTE</b>								
Wages, Operators	7,030,090	7,168,600	7,021,300	147,300		7,247,400	78,800	
Wages, Operator/trainer	21,575	100,000	40,000	60,000		100,000	-	
Wages, Trans Admin	844,606	870,000	837,507	32,493		994,900	124,900	
Wages, Scheduling	91,058	107,000	108,855	(1,855)		110,200	3,200	
Wages, Maint Admin	382,725	381,000	376,781	4,219		385,600	4,600	
Wages, Building Maint.	243,724	260,000	257,212	2,788		262,500	2,500	
Wages, Customer Service	322,239	326,000	327,204	(1,204)		342,700	16,700	
Wages, Promotion	133,775	125,000	126,883	(1,883)		130,600	5,600	
Wages, EE Services	133,729	136,000	136,882	(882)		142,900	6,900	
Wages, Finance	319,482	362,000	323,274	38,726		339,600	(22,400)	
Wages, Safety & Trng	119,935	136,000	131,229	4,771		137,100	1,100	
Wages, General Admin	411,833	410,000	394,569	15,431		410,200	200	
Salaried Pool	-	-	47,000	(47,000)		36,000	36,000	
Performance based Comp Pool						40,000	40,000	
Wages, Admin Bonus	1,400	-	-	-		-	-	
Wages, Board	20,200	22,500	26,400	(3,900)		26,400	3,900	
Wages, Planning	396,920	398,000	380,424	17,576		394,600	(3,400)	
Wages, Service Workers	328,987	355,000	387,501	(32,501)		432,540	77,540	
Wages, Serv Wrkr Bonus	-	2,000	4,000	(2,000)		4,000	2,000	
Wages, Mechanics	884,767	936,000	948,710	(12,710)		967,728	31,728	
Wages, Mechanic Bonus	6,300	6,000	4,650	1,350		4,650	(1,350)	
<b>Total Wages</b>	<b>11,693,345</b>	<b>12,101,100</b>	<b>11,880,381</b>	<b>220,719</b>	<b>2%</b>	<b>12,509,618</b>	<b>408,518</b>	<b>3%</b>
Sick, Operators	374,911	316,200	370,100	(53,900)		319,700	3,500	
Sick, Trans Admin	22,045	29,000	31,200	(2,200)		23,300	(5,700)	
Sick, Scheduling	5,275	3,000	2,500	500		2,500	(500)	
Sick, Maint Admin	4,995	6,500	4,300	2,200		9,600	3,100	
Sick, Building Maint.	18,157	8,000	3,100	4,900		6,100	(1,900)	
Sick, Customer Svc	12,528	9,800	9,000	800		5,600	(4,200)	
Sick, Promotion	2,260	3,900	4,100	(200)		3,200	(700)	
Sick, EE Services	7,244	3,900	3,200	700		3,600	(300)	
Sick, Finance	14,880	8,500	9,500	(1,000)		8,400	(100)	
Sick, Safety & Trng	17,010	500	3,900	(3,400)		3,400	2,900	
Sick, General Admin	24,507	6,000	13,700	(7,700)		10,200	4,200	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)	FY 2014 Budget	Over (Under) FY 2013 Est/Actual	
Sick, Planning	6,465	4,700	14,300	(9,600)	9,700	5,000	
Sick, Service Workers	11,716	3,500	5,300	(1,800)	6,000	2,500	
Sick, Mechanics	23,573	21,000	23,100	(2,100)	23,600	2,600	
<b>Total Sick Pay</b>	<b>545,566</b>	<b>424,500</b>	<b>497,300</b>	<b>(72,800)</b>	<b>434,900</b>	<b>10,400</b>	<b>2%</b>
Holiday, Operators	341,886	319,900	346,300	(26,400)	321,800	1,900	
Holiday, Trans Admin	37,983	47,000	40,255	6,745	50,600	3,600	
Holiday, Scheduling	5,494	5,700	5,538	162	5,800	100	
Holiday, Maint Admin	23,220	19,960	19,960	-	20,800	840	
Holiday, Building Maint.	11,478	14,000	12,681	1,319	14,300	300	
Holiday, Customer Svc	10,921	12,000	11,986	14	12,200	200	
Holiday, Promotion	3,750	9,000	5,587	3,413	9,200	200	
Holiday, EE Services	6,404	9,900	7,277	2,623	10,100	200	
Holiday, Finance	17,383	19,000	17,133	1,867	19,400	400	
Holiday, Safety & Trng	5,374	11,000	7,126	3,874	11,200	200	
Holiday, General Admin	25,187	24,000	21,203	2,797	24,500	500	
Holiday, Planning	18,654	20,000	20,371	(371)	21,100	1,100	
Holiday, Service Workers	16,395	19,500	18,982	518	21,255	1,755	
Holiday, Mechanics	44,082	54,000	50,811	3,189	55,080	1,080	
<b>Total Holiday Pay</b>	<b>568,211</b>	<b>584,960</b>	<b>585,210</b>	<b>(250)</b>	<b>597,335</b>	<b>12,375</b>	<b>2%</b>
Vacation, Operators	432,928	505,700	512,998	(7,298)	515,800	10,100	
Vacation, Trans Admin	54,393	66,600	65,700	900	74,300	7,700	
Vacation, Scheduling	6,348	7,500	7,700	(200)	7,800	300	
Vacation, Maint Admin	27,603	32,400	31,900	500	33,100	700	
Vacation, Building Maint.	15,178	17,000	19,200	(2,200)	18,000	1,000	
Vacation, Customer Svc	13,492	18,000	21,000	(3,000)	20,000	2,000	
Vacation, Promotion	9,354	11,100	11,000	100	11,300	200	
Vacation, EE Services	9,231	11,900	11,800	100	12,400	500	
Vacation, Finance	21,694	26,900	27,600	(700)	28,900	2,000	
Vacation, Safety & Trng	9,246	12,100	11,900	200	12,400	300	
Vacation, General Admin	29,372	33,600	34,900	(1,300)	36,000	2,400	
Vacation, Planning	22,843	28,000	29,400	(1,400)	30,200	2,200	
Vacation, Service Wrks	21,196	26,800	24,300	2,500	27,000	200	
Vacation, Mechanics	60,155	76,200	75,600	600	78,900	2,700	
<b>Total Accrued Vacation</b>	<b>733,033</b>	<b>873,800</b>	<b>884,998</b>	<b>(11,198)</b>	<b>906,100</b>	<b>32,300</b>	<b>4%</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)	FY 2014 Budget	Over (Under) FY 2013 Est/Actual	
Abs Pay, Operators	54,083	57,000	55,900	1,100	57,600	600	
Abs Pay, Trans Admin	1,892	1,500	1,781	(281)	2,200	700	
Abs Pay, Scheduling	-	1,000	249	751	300	(700)	
Abs Pay, Maint Admin	969	1,000	867	133	900	(100)	
Abs Pay, Building Maint.	262	-	560	(560)	600	600	
Abs Pay, Customer Svc	786	200	516	(316)	500	300	
Abs Pay, Promotion	-	200	296	(96)	300	100	
Abs Pay, EE Services	1,546	1,200	319	881	300	(900)	
Abs Pay, Finance	147	1,900	757	1,143	800	(1,100)	
Abs Pay, Safety & Trng	-	200	309	(109)	300	100	
Abs Pay, General Admin	-	1,100	930	170	1,000	(100)	
Abs Pay, Planning	909	485	890	(405)	900	415	
Separation Pay/Benefits	24,981	-	-	-	-	-	
Abs Pay, Service Wrkrs	-	300	369	(69)	414	114	
Abs Pay, Mechanics	-	400	439	(39)	449	49	
<b>Total Absence Pay</b>	<b>85,575</b>	<b>66,485</b>	<b>64,182</b>	<b>2,303</b>	<b>66,563</b>	<b>78</b>	<b>0%</b>
<b>Total Compensation</b>	<b>13,625,730</b>	<b>14,050,845</b>	<b>13,912,071</b>	<b>138,774</b>	<b>14,514,516</b>	463,671	<b>3%</b>
FICA, Operators	101,020	107,700	101,801	5,899	109,800	2,100	
FICA, Trans Admin	11,403	13,001	13,001	-	15,403	2,402	
FICA, Scheduling	1,615	1,810	1,810	-	1,837	27	
FICA, Maint Admin	1,939	1,927	1,927	-	1,983	56	
FICA, Building Maint.	3,977	4,056	4,056	-	4,169	113	
FICA, Customer Service	5,342	5,360	5,360	-	5,526	166	
FICA, Promotion	2,066	2,144	2,144	-	2,212	68	
FICA, EE Services	2,387	2,312	2,312	-	2,419	107	
FICA, Finance	4,479	4,610	4,610	-	4,783	173	
FICA, General Admin	6,112	6,458	6,458	-	6,461	3	
FICA, Board Members	1,545	2,020	2,020	-	2,020	(0)	
FICA, Planning	6,221	6,458	6,458	-	6,619	161	
FICA, Service Workers	4,847	5,768	5,768	-	6,479	711	
FICA, Mechanics	10,569	12,396	12,396	-	12,679	283	
<b>Total FICA/Medicare</b>	<b>163,522</b>	<b>176,020</b>	<b>170,121</b>	<b>5,899</b>	<b>182,390</b>	<b>6,370</b>	<b>4%</b>
PERS-RET, Operators	628,092	642,200	636,600	5,600	661,600	19,400	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)	FY 2014 Budget	Over (Under) FY 2013 Est/Actual	
PERS-RET, Trans Admin	82,441	88,900	85,066	3,834	109,659	20,759	
PERS-RET, Scheduling	6,825	10,300	10,884	(584)	11,294	994	
PERS-RET, Maint Admin	51,853	51,900	50,998	902	53,819	1,919	
PERS-RET, Bldg Maint.	24,242	24,200	27,015	(2,815)	28,366	4,166	
PERS-RET, Cstmr Svc	43,591	34,600	32,233	2,367	33,982	(618)	
PERS-RET, Promotion	19,058	16,900	16,236	664	17,078	178	
PERS-RET, EE Services	16,697	17,200	17,423	(223)	18,534	1,334	
PERS-RET, Finance	37,809	40,800	40,055	745	42,677	1,877	
PERS-RET, Sfty & Trng	18,438	19,100	18,866	234	19,945	845	
PERS-RET, Gen Admin	50,861	51,200	56,742	(5,542)	58,071	6,871	
PERS-RET, Planning	35,708	47,500	48,675	(1,175)	50,892	3,392	
GM-457 Retirement	7,212	7,500	7,500	-	7,500	-	
PERS-RET, Service Wrkr	28,133	33,100	37,109	(4,009)	42,346	9,246	
PERS-RET, Mechanics	88,809	91,700	95,791	(4,091)	100,091	8,391	
<b>Total Retirement</b>	<b>1,139,769</b>	<b>1,177,100</b>	<b>1,181,193</b>	<b>(4,093)</b>	<b>1,255,854</b>	<b>78,754</b>	<b>7%</b>
Medical, Operators	667,921	676,500	683,600	(7,100)	682,900	6,400	
Medical, Trans Admin	80,093	81,700	81,108	592	84,800	3,100	
Medical, Scheduling	11,596	16,800	16,800	-	16,800	-	
Medical, Maint Admin	15,030	15,500	15,180	320	15,500	-	
Medical, Building Maint.	37,250	37,400	37,600	(200)	37,900	500	
Medical, Customer Svc	9,714	6,900	10,900	(4,000)	7,300	400	
Medical, Promotion	14,216	9,500	14,200	(4,700)	9,500	-	
Medical, Finance	32,140	34,200	34,620	(420)	34,600	400	
Medical, Safety & Trng	7,592	7,900	7,600	300	7,900	-	
Medical, General Admin	63,592	54,200	68,588	(14,388)	54,400	200	
Medical, Retirees	95,347	131,300	110,000	21,300	136,200	4,900	
Medical, Planning	26,390	28,500	28,800	(300)	28,800	300	
Medical, Service Workers	125,598	133,600	148,403	(14,803)	142,300	8,700	
Medical, Mechanics	242,692	265,900	281,966	(16,066)	284,600	18,700	
Medical Admin Charge	8,111	7,200	9,100	(1,900)	7,400	200	
OPEB benefits	248,246	312,800	235,000	77,800	207,900	(104,900)	
<b>Total Medical</b>	<b>1,685,528</b>	<b>1,819,900</b>	<b>1,783,465</b>	<b>36,435</b>	<b>1,758,800</b>	<b>(61,100)</b>	<b>-3%</b>
Dental, Operators	204,932	212,800	200,640	12,160	219,200	6,400	
Dental, Trans Admin	20,718	21,200	21,960	(760)	21,800	600	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)	FY 2014 Budget	Over (Under) FY 2013 Est/Actual	
Dental, Scheduling	2,648	3,200	3,960	(760)	3,300	100	
Dental, Maint Admin	4,922	5,100	5,040	60	5,300	200	
Dental, Building Maint.	6,305	6,500	6,480	20	6,700	200	
Dental, Customer Svc	7,937	8,500	8,520	(20)	8,800	300	
Dental, Promotion	2,563	2,000	2,640	(640)	2,100	100	
Dental, EE Services	2,563	2,600	2,640	(40)	2,700	100	
Dental, Finance	5,378	5,500	5,520	(20)	5,700	200	
Dental, Safety & Trng	1,321	1,400	1,320	80	1,400	-	
Dental, General Admin	5,531	4,500	6,480	(1,980)	4,600	100	
Dental, Planning	6,966	7,700	8,520	(820)	7,900	200	
<b>Total Dental</b>	<b>271,784</b>	<b>281,000</b>	<b>273,720</b>	<b>7,280</b>	<b>289,500</b>	<b>8,500</b>	<b>3%</b>
WC, Operators	412,120	429,645	524,000	(94,355)	451,100	21,455	
WC, Trans Admin	44,664	46,490	56,700	(10,210)	48,800	2,310	
WC, Scheduling	6,000	4,346	5,300	(954)	4,600	254	
WC, Maint Admin	17,832	20,662	25,200	(4,538)	21,700	1,038	
WC, Building Maint.	15,000	10,331	12,600	(2,269)	10,800	469	
WC, Customer Svc	23,832	24,106	29,400	(5,294)	25,300	1,194	
WC, Promotion	10,288	12,053	14,700	(2,647)	12,700	647	
WC, EE Services	9,888	12,053	14,700	(2,647)	12,700	647	
WC, Finance	17,832	20,662	25,200	(4,538)	21,700	1,038	
WC, Safety & Trng	9,888	12,053	14,700	(2,647)	12,700	647	
WC, General Admin	20,832	22,384	27,300	(4,916)	23,500	1,116	
WC, Planning	18,988	18,121	22,100	(3,979)	19,000	879	
WC, Service Workers	32,320	35,339	43,100	(7,761)	37,100	1,761	
WC, Mechanics	101,216	106,755	130,200	(23,445)	112,100	5,345	
<b>Total Workers Comp</b>	<b>740,700</b>	<b>775,000</b>	<b>945,200</b>	<b>(170,200)</b>	<b>813,800</b>	<b>38,800</b>	<b>5%</b>
Life, Operators	58,559	61,200	59,700	1,500	63,000	1,800	
Life, Trans Admin	6,431	6,800	6,300	500	7,000	200	
Life, Scheduling	807	1,000	1,000	-	1,000	-	
Life, Maint Admin	3,617	3,600	3,800	(200)	3,700	100	
Life, Building Maint.	1,902	2,300	1,800	500	2,400	100	
Life, Customer Svc	2,492	2,500	2,600	(100)	2,600	100	
Life, Promotion	1,246	1,200	1,300	(100)	1,200	-	
Life, EE Services	1,308	1,300	1,400	(100)	1,300	-	

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

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)	FY 2014 Budget	Over (Under) FY 2013 Est/Actual	
Life, Finance	3,142	2,900	3,300	(400)	3,000	100	
Life, Safety & Trng	1,073	1,100	1,200	(100)	1,100	-	
Life, General Admin	2,600	2,200	2,800	(600)	2,300	100	
Life, Planning	3,257	4,100	4,300	(200)	4,200	100	
<b>Total Life Insurance</b>	<b>86,434</b>	<b>90,200</b>	<b>89,500</b>	<b>700</b>	<b>92,800</b>	<b>2,600</b>	<b>3%</b>
SUI, Operators	75,594	76,000	72,900	3,100	76,000	-	
SUI, Trans Admin	6,076	6,200	5,642	558	6,510	310	
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	3,613	3,472	3,472	-	3,472	-	
SUI, Promotion	868	868	868	-	868	-	
SUI, Safety & Trng	868	868	868	-	868	-	
SUI, General Admin	2,190	2,604	2,604	-	2,604	-	
SUI, EE Services	868	868	868	-	868	-	
SUI, Finance	3,038	2,190	2,170	20	2,170	(20)	
SUI, Planning	2,430	2,604	2,604	-	2,604	-	
SUI, Service Workers	3,949	4,340	4,340	-	4,774	434	
SUI, Mechanics	8,204	8,246	8,246	-	8,246	-	
<b>Total SUI</b>	<b>112,906</b>	<b>113,468</b>	<b>109,790</b>	<b>3,678</b>	<b>114,192</b>	<b>724</b>	<b>1%</b>
Operator Uniforms	45,431	45,000	45,000	-	48,000	3,000	
Uniforms - Maint. Pers.	13,381	13,941	14,000	(59)	14,500	559	
<b>Total Uniforms</b>	<b>58,812</b>	<b>58,941</b>	<b>59,000</b>	<b>(59)</b>	<b>62,500</b>	<b>3,559</b>	<b>6%</b>
Operator Medical Exams	10,637	10,310	12,000	(1,690)	12,000	1,690	
Emp Assistance Prog.	10,440	15,355	15,000	355	15,000	(355)	
Cafeteria Plan- Admin	186,420	251,900	225,041	26,859	290,300	38,400	
Cafeteria Plan-ATU	566,722	553,700	603,162	(49,462)	783,500	229,800	
Mechanic Tool Allowance	12,856	19,000	14,000	5,000	14,000	(5,000)	
Wellness Program	15,827	14,786	23,100	(8,314)	23,100	8,314	
Substance Abuse Prog.	8,075	7,902	8,500	(598)	8,500	598	
<b>Total Other Benefits</b>	<b>810,977</b>	<b>872,953</b>	<b>900,803</b>	<b>(27,850)</b>	<b>1,146,400</b>	<b>273,447</b>	<b>31%</b>
<b>Total Benefits</b>	<b>7,002,817</b>	<b>7,314,327</b>	<b>7,544,482</b>	<b>(230,155)</b>	<b>7,721,133</b>	<b>406,806</b>	<b>6%</b>
<b>Total Wages and Benefits</b>	<b>18,696,162</b>	<b>19,415,427</b>	<b>19,424,863</b>	<b>(9,436)</b>	<b>20,230,751</b>	<b>815,324</b>	<b>4%</b>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)	FY 2014 Budget	Over (Under) FY 2013 Est/Actual
Management Services	-	25,000	25,000	-	35,000	10,000
Agency Fees	349	300	300	-	300	-
In-Service Monitoring	-	6,000	6,000	-	6,000	-
Mobility Services	28,547	29,500	29,500	-	30,400	900
Schedules/Graphics	62,914	67,666	65,000	2,666	70,000	2,334
Promotions	100,034	168,454	180,000	(11,546)	180,000	11,546
Recruitment	4,274	9,360	7,500	1,860	10,000	640
Legal Fees	150,937	280,000	280,000	-	330,000	50,000
Financial services	12,696	1,000	1,000	-	14,000	13,000
Auditor Fees	42,800	43,000	43,000	-	43,000	-
Freight In and Out	6,717	7,300	7,500	(200)	7,500	200
Bid and Hearing Notices	810	1,000	1,000	-	1,000	-
Service Development	37,254	33,000	40,000	(7,000)	40,000	7,000
Trans. Printing/Reproduc.	1,745	5,000	5,000	-	5,000	-
Payroll Services	45,170	47,000	45,000	2,000	48,000	1,000
Retail service charge	21	-	-	-	-	-
Bank service charge	63	70	-	70	100	30
Commuter check process fee	160	160	-	160	160	-
Pay PERS file upload	2,864	-	-	-	-	-
Special Planning- reimb expenses		100,000	-	100,000	-	(100,000)
Temporary Help-All depts	-	5,000	12,000	(7,000)	12,000	7,000
Temp Help-Tran Admin	12,957	-	-	-	2,000	2,000
SVR-Differential/Radiator	52,449	44,690	39,600	5,090	42,000	(2,690)
SVR-Transmission	57,176	83,000	72,000	11,000	120,000	37,000
SVR-Upholstery/Glass	32,402	29,447	35,180	(5,733)	32,000	2,553
SVR-Towing	10,669	10,698	10,000	698	13,000	2,302
SVR-Engine Repair	123,661	171,578	190,000	(18,422)	170,000	(1,578)
SVR-Body Repair	70,710	99,681	100,000	(319)	105,000	5,319
Emission controls	55,347	81,950	96,800	(14,850)	88,800	6,850
Phone Maint. Services	7,925	8,313	10,000	(1,687)	10,000	1,687
Support Vehicle maint	24,109	20,514	21,500	(986)	21,500	986
IT Supplies/replacements	23,927	13,541	25,000	(11,459)	18,000	4,459
Clever Devices/rideck maint	149,505	159,428	154,000	5,428	159,500	72
Office Equipment Maint.	19,094	20,000	20,000	-	20,000	-
Building Maint. Service	54,454	74,418	76,000	(1,582)	78,800	4,382

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)		FY 2014 Budget	Over (Under) FY 2013 Est/Actual	
Landscape Service	43,787	51,940	48,000	3,940		61,200	9,260	
IT Contracts	113,271	108,607	115,000	(6,393)		125,000	16,393	
Radio Maint. Service	42,138	20,803	45,600	(24,797)		7,500	(13,303)	
IT Consulting	422	3,500	10,000	(6,500)		10,000	6,500	
RED Support Expense	131,151	34,594	18,000	16,594		15,000	(19,594)	
Real Time Bus maintenance service						117,000	117,000	
Contract Cleaning Service	2,960	-	3,460	(3,460)		-	-	
Waste Removal	12,758	12,147	12,000	147		12,600	453	
Hazardous Waste	49,646	75,957	75,000	957		78,750	2,793	
Armored Transport	15,770	20,000	21,000	(1,000)		21,000	1,000	
Fire Monitoring	2,236	4,004	5,000	(996)		5,000	996	
Security Services	76,076	81,665	81,600	65		84,000	2,335	
Other Services	3,215	3,000	3,000	-		3,500	500	
<b>Total Services</b>	<b>1,685,170</b>	<b>2,062,285</b>	<b>2,035,540</b>	<b>26,745</b>	<b>1%</b>	<b>2,253,610</b>	<b>191,325</b>	<b>9%</b>
Diesel Fuel	2,119,921	2,151,913	2,807,500	(655,587)		2,573,750	421,837	



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)	FY 2014 Budget	Over (Under) FY 2013 Est/Actual
Oils and Lubricants	69,159	64,993	65,212	(219)	66,900	1,907
Gasoline	26,638	32,481	35,000	(2,519)	33,000	519
Tires and Tubes	187,240	209,205	209,847	(642)	218,524	9,319
Safety Supply	7,612	4,632	4,400	232	4,400	(232)
Transportation Supplies	12,988	12,500	12,500	-	12,500	-
BART Relief Tickets	35,000	48,000	45,000	3,000	55,000	7,000
CSS-Soaps	12,972	13,410	14,000	(590)	14,000	590
CSS-Solvents	217	5,000	5,500	(500)	5,000	-
CSS-Cleaning	7,533	6,483	6,500	(17)	6,695	212
CSS-Safety	7,552	7,540	7,000	540	7,000	(540)
CSS-Antifreeze	6,631	4,865	5,000	(135)	5,000	135
CSS-Gases	6,713	7,766	8,000	(234)	8,000	234
Oil Analysis	9,000	17,500	17,500	-	18,000	500
Equipment/Garage Exp.	26,343	24,880	25,000	(120)	25,000	120
Coach Repair Parts	540,798	554,798	614,911	(60,113)	614,911	60,113
Repair parts-grant exp	7,020	25,000	-	25,000	25,000	-
Shelter/Bus Stop Supply	-	11,000	15,000	(4,000)	15,000	4,000
Janitorial Supplies	16,853	17,469	17,500	(31)	17,500	31
Lighting Supply	5,413	8,281	10,000	(1,719)	10,000	1,719
Building Repair Supply	25,963	34,458	34,500	(42)	37,560	3,102
Landscape Supply	1,053	3,227	3,500	(273)	5,000	1,773
Tickets, Passes, Xfrs	14,607	27,767	28,000	(233)	18,000	(9,767)
Supplies - Offsites	1,114	1,551	2,500	(949)	2,000	449
Personnel Office Supply	117	288	1,000	(712)	1,000	712
Computer Supplies	2,138	1,725	-	1,725	-	(1,725)
Office Supplies-Administration	12,749	12,824	15,000	(2,176)	15,000	2,176

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

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)		FY 2014 Budget	Over (Under) FY 2013 Est/Actual	
Office Supplies-Maint.	2,188	3,500	4,500	(1,000)		3,500	-	
Obsolete Parts Write-Off	10,650	483	-	483		-	(483)	
Postage	14,896	12,000	12,000	-		12,000	-	
Safety Contingency Plans	2,951	2,663	5,000	(2,337)		5,000	2,337	
Training Supply	1,600	2,807	6,000	(3,193)		6,000	3,193	
Contracts & Grants Supply	4,659	6,000	6,000	-		6,000	-	
Supplies- IC	3,178	5,572	7,000	(1,428)		7,000	1,428	
<b>Total Materials &amp; Supplies</b>	<b>3,203,466</b>	<b>3,342,581</b>	<b>4,050,370</b>	<b>(707,789)</b>	<b>-17%</b>	<b>3,853,240</b>	<b>510,659</b>	<b>15%</b>
Pacific Gas and Electric	179,739	185,000	198,000	(13,000)		188,000	3,000	
Telephone Svc - Concord	(1,433)	29,779	25,000	4,779		25,000	(4,779)	
Contra Costa Water District	19,824	19,500	19,500	-		20,000	500	
Telephone-Cellular	16,527	77,382	85,000	(7,618)		85,000	7,618	
<b>Total Utilities</b>	<b>214,657</b>	<b>311,661</b>	<b>327,500</b>	<b>(15,839)</b>	<b>-5%</b>	<b>318,000</b>	<b>6,339</b>	<b>2%</b>
Physical Damage	88,951	89,112	90,500	(1,388)		89,001	(111)	
Property Premiums	33,050	45,886	34,700	11,186		48,200	2,314	
Other Premiums	10,325	8,325	10,800	(2,475)		8,700	375	
UST Insurance	9,090	9,500	9,500	-		10,000	500	
Liability Premiums	144,645	124,109	136,000	(11,891)		269,000	144,891	
Insurance/Liability losses	129,280	78,800	78,800	-		82,700	3,900	
Other Losses	-	-	-	-		-	-	
Pass sales write offs	76	-	-	-		-	-	
<b>Total Insurance</b>	<b>415,417</b>	<b>355,732</b>	<b>360,300</b>	<b>(4,568)</b>	<b>-1%</b>	<b>507,601</b>	<b>151,869</b>	<b>43%</b>
Property Tax	9,051	10,000	10,000	-		10,000	-	
Licenses / Registrations	761	2,000	2,000	-		2,000	-	
Fuel Storage Tank Fees	13,645	14,000	15,000	(1,000)		15,000	1,000	
Use and Other Taxes	7,091	7,500	9,000	(1,500)		8,000	500	
Sales Tax	263,038	280,000	340,000	(60,000)		280,000	-	
<b>Total Taxes</b>	<b>293,586</b>	<b>313,500</b>	<b>376,000</b>	<b>(62,500)</b>	<b>-17%</b>	<b>315,000</b>	<b>1,500</b>	<b>0%</b>
Equipment Leases	2,264	7,000	7,000	-		7,000	-	
Radio Site Lease-Diablo	33,713	33,700	33,500	200		33,700	-	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)		FY 2014 Budget	Over (Under) FY 2013 Est/Actual	
<b>Total Leases</b>	<b>35,977</b>	<b>40,700</b>	<b>40,500</b>	<b>200</b>	<b>0%</b>	<b>40,700</b>	<b>-</b>	<b>0%</b>
Business Expense- Tran	177	250	250	-		100	(150)	
Business Expense-admin	34	400	400	-		400	-	
Business Expense-Fin	412	500	500	-		500	-	
Board Travel	9,853	11,000	11,000	-		16,500	5,500	
Staff Travel	21,712	20,000	18,000	2,000		20,000	-	
CTA Dues	11,338	12,325	13,000	(675)		13,000	675	
APTA Dues	26,000	26,494	33,000	(6,506)		28,000	1,506	
Business Expense	8,109	8,000	1,000	7,000		4,000	(4,000)	
Training / Subs-Gm	1,678	4,000	4,000	-		7,500	3,500	
Misc exp	922	1,000	5,600	(4,600)		1,200	200	
Employee Functions	25,240	25,000	25,000	-		30,000	5,000	
Employee Awards	3,891	4,000	4,000	-		4,000	-	
Departing Emp gifts	250	500	1,200	(700)		700	200	
Paypal fees	2,989	3,000	2,500	500		3,000	-	
Newsletter Expense	349	-	400	(400)		400	400	
<b>Total Miscellaneous</b>	<b>112,954</b>	<b>116,469</b>	<b>119,850</b>	<b>(3,381)</b>	<b>-3%</b>	<b>129,300</b>	<b>12,831</b>	<b>11%</b>
San Ramon-Noon shuttle		742	-	742		-	(742)	
St Marys shuttle	41,499	43,000	46,350	(3,350)		44,290	1,290	
Cal State rte 260 shuttle	27,815	42,000	-	42,000		55,000	13,000	
<b>Total Purchased Transportation</b>	<b>69,314</b>	<b>85,742</b>	<b>46,350</b>	<b>39,392</b>	<b>85%</b>	<b>99,290</b>	<b>13,548</b>	<b>16%</b>
<b>Total Other Operating Expense</b>	<b>6,030,541</b>	<b>6,628,670</b>	<b>7,356,410</b>	<b>(727,740)</b>		<b>7,516,741</b>	<b>888,071</b>	<b>13%</b>
Contingency			500,000	(500,000)		500,000	500,000	
<b>TOTAL FIXED ROUTE EXPENSES</b>	<b>24,726,703</b>	<b>26,044,096</b>	<b>27,281,273</b>	<b>(1,237,175)</b>	<b>-5%</b>	<b>28,247,492</b>	<b>2,203,396</b>	<b>8.5%</b>
Paratransit								
Wages	88,411	90,000	160,552	(70,552)		91,000	1,000	
Sick Wages	2,546	2,000	5,951	(3,951)		2,300	300	

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

	FY 2012 ACT	Est/Act FY 2013	FY 2013 Budget	Over (Under)		FY 2014 Budget	Over (Under) FY 2013 Est/Actual	
Holiday Pay	4,599	5,500	8,470	(2,970)		5,100	(400)	
Vacation Pay	6,224	6,500	10,628	(4,128)		7,800	1,300	
Absence pay	-	200	372	(172)		200	-	
Cafeteria Plan	6,270	4,800	4,800	-		4,800	-	
FICA	1,216	2,697	2,697	-		1,442	(1,255)	
PERS	12,695	9,300	19,195	(9,895)		9,381	81	
Medical	11,348	11,844	10,932	912		11,844	-	
Dental	1,483	1,400	1,440	(40)		1,440	40	
Life Insurance	835	1,000	900	100		1,030	30	
SUI	1,042	1,302	1,302	-		1,302	-	
Agency Fees/Public Info	-	510	510	-		520	10	
Promotions	-	520	520	-		530	10	
Legal Fees	1,169	3,232	3,232	-		10,000	6,768	
Building Maint Services	1,565	2,040	2,040	-		2,081	41	
Radio Maint Services	10,196	13,300	13,300	-		13,600	300	
Community Van Maint	6,573	10,000	5,100	4,900		10,200	200	
Office Supply, PTF	3,066	2,900	2,900	-		3,000	100	
Gas and Electric	18,132	19,400	19,400	-		19,800	400	
Cell Phone	1,100	1,400	1,400	-		1,500	100	
Sales Tax	268	600	600	-		600	-	
Purchased Trans-LINK	4,794,660	4,924,000	4,924,000	-		5,071,720	147,720	
Purchased Trans-BART	196,506	197,000	197,000	-		202,910	5,910	
Training / Subscriptions	-	510	510	-		520	10	
Other Misc Expenses	245	400	400	-		400	-	
<b>Total Paratransit</b>	<b>5,170,149</b>	<b>5,312,355</b>	<b>5,398,151</b>	<b>(85,797)</b>	<b>-2%</b>	<b>5,475,020</b>	<b>162,665</b>	<b>3%</b>
<b>TOTAL CCCTA</b>	<b>29,896,852</b>	<b>31,356,451</b>	<b>32,679,423</b>	<b>(1,322,972)</b>	<b>-4%</b>	<b>33,722,513</b>	<b>2,366,062</b>	<b>7.5%</b>

**RESOLUTION NO. 2013-016**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
BOARD OF DIRECTORS**

**AUTHORIZES FILING APPLICATIONS AND SUPPORTING DOCUMENTS  
WITH THE METROPOLITAN TRANSPORTATION COMMISSION FOR ALLOCATION  
OF TRANSPORTATION DEVELOPMENT ACT, STATE TRANSIT ASSISTANCE,  
AND RM2 FUNDS FOR FY 2014**

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, the Transportation Development Act (TDA) (Public Utilities Code Section 99200, *et seq.*), provides for the disbursement of funds from the Local Transportation Fund (LTF) of the County of Contra Costa for use by eligible applicants for the purpose of public transit; and

WHEREAS, pursuant to the provisions of the TDA, and pursuant to the applicable rules and regulations thereunder (21 Cal. Code of Regs. Section 6600, *et seq.*) a prospective applicant wishing to receive an allocation from the LTF shall file its claim with the Metropolitan Transportation Commission; and

WHEREAS, the State Transit Assistance (STA) fund is created pursuant to Public Utilities Code Sections 99310 *et seq.*; and

WHEREAS, the STA fund makes funds available pursuant to Public Utilities Code Section 99313.6 for allocation to eligible applicants to support approved transit projects; and

WHEREAS, TDA funds from the LTF of Contra Costa County and STA funds will be required by applicants in Fiscal Year 2014 for public transit capital and operating assistance; and

WHEREAS, CCCTA is an eligible applicant for TDA and STA funds pursuant to Public Utilities Code Sections 99260(a), 99262, 99275, 99313 and 99314 as attested by the opinion of Authority's counsel; and

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred to as Regional Measure 2, identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 2 (RM2) funds, pursuant to Streets and Highways Code Section 30914(c) and (d); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 2 funding; and

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 2 Policy and Procedures; and

WHEREAS, CCCTA is an eligible sponsor of transportation project(s) in Regional Measure 2, Regional Traffic Relief Plan funds; and

WHEREAS, the Express Bus Routes are eligible for consideration in the Regional Traffic Relief Plan of Regional Measure 2, as identified in California Streets and Highways Code Section 30914(c) or (d); and

WHEREAS, the Regional Measure 2 allocation request demonstrates a fully funded operating plan that is consistent with the adopted performance measures, as applicable, for which CCCTA is requesting that MTC allocate Regional Measure 2 funds, and

WHEREAS, the certification by CCCTA of assurances is required for the allocation of funds by MTC; and

WHEREAS, CCCTA requires an allocation of these funds for capital and operating assistance to support CCCTA's provision of public transit services in the Central Contra Costa County area for Fiscal Year 2014.

NOW, THEREFORE, BE IT RESOLVED, that CCCTA, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 2 Policy Guidance (MTC Resolution No. 3636); and be it further

RESOLVED, that CCCTA certifies that the project is consistent with the Regional Transportation Plan (RTP), and be it further

RESOLVED, that CCCTA approves the Express Bus routes operating proposals; and be it further

RESOLVED, that CCCTA approves the certification of assurances, attached to this resolution; and be it further

RESOLVED, that CCCTA is an eligible sponsor of projects in the Regional Measure 2 Regional Traffic Relief Plan, Capital Program, in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that CCCTA is authorized to submit an application for Regional Measure 2 funds for Express Bus Operations in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that CCCTA certifies that the projects and purposes for which RM2 funds are being requested are in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 *et. seq.*), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 *et. seq.*) and, if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 *et. seq.* and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to CCCTA making allocation requests for Regional Measure 2 funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of CCCTA to deliver such project; and be it further

RESOLVED, that CCCTA indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from any and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of CCCTA, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages; and be it further

RESOLVED, that CCCTA shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority that the General Manager, or his designee, is authorized to execute and file appropriate applications, together with all necessary supporting documents, with the Metropolitan Transportation Commission for allocation of TDA, STA and RM2 funds for Fiscal Year 2014; and be it further

RESOLVED that a copy of this resolution be transmitted to the Metropolitan Transportation Commission in conjunction with the filing of the claims, and the Metropolitan Transportation Commission be requested to grant the allocation of funds as specified herein,

Regularly passed and adopted this 18st day of April 2013 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

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Erling Horn, Chair, CCCTA Board of Directors

ATTEST:

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Janet Madrigal, Clerk to the Board

To: Board of Directors

Date: April 11, 2013

From: Bill Churchill, Director of Transportation

Reviewed by:

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### **SUBJECT: Board Workshop to Study Paratransit Service Options**

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#### **Background:**

Over the last year the O&S Committee and the Board of Directors have invested significant time and effort in understanding and evaluating multiple facets of the County Connection paratransit system. This body of work began early last year with the comprehensive vehicle size analysis of the existing fleet. Work continued throughout the year as staff and the board became aware of new concepts in service delivery models and attempted to ascertain their viability for implementation in the County Connection service area. Finally, in November 2012 the Board received a presentation from Phil McGuire of Innovative Paradigms providing a summary of work to date and introduced the concept of potentially implementing a Consolidated Transportation Service Agency (CTA) for managing paratransit services in the Contra Costa area.

With the anticipation of the end of the existing contract with First Transit, it is appropriate to begin to explore and evaluate the potential for alternative methods of service delivery and even more importantly the fundamental organizational structure of the system. Prior to the development of an RFP, the Operations and Scheduling committee suggested that a workshop be held with the full board to gain a greater understanding of current issues, investigate opportunities for greater coordination, and to explore potential alternative service delivery options. The attached document "Items to be covered in a Board paratransit Workshop" provides a comprehensive list of subjects that could be included in a paratransit workshop. If the Board agrees to such a workshop the committee recommends the focus of the meeting to center on the greater policy issues of service deployment, institutional structure and coordination rather than RFP development.

#### **Recommendation:**



The O&S Committee recommends the full Board conduct a paratransit workshop immediately following a normal board meeting sometime between July 1, 2013 and September 30, 2013

**Attachments:**

General Managers memo to O&S: Items to be covered in a Board paratransit Workshop

To: O & S Committee

Date: April 3, 2013

From: Rick Ramacier  
General Manager

Reviewed by:

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## **SUBJECT:** Items to be covered in a Board paratransit workshop

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Staff believes a Board workshop on paratransit lasting between 90 and 120 minutes would serve to give the Board a much greater understanding of the key policy issues facing County Connection, and would facilitate the Board giving clear direction to staff therein. Such a workshop could be staged in three distinct but related areas within paratransit service. This memo provides a likely framework for such a workshop.

### **PARATRANSIT SERVICE DEMAND**

Staff will present up-to-date information on:

- Projected ridership demand growth for County Connection paratransit service based on demographic trends, and other ridership projection work.
- Projected growth in the cost of County Connection paratransit service based on historical trends as well as certain future assumptions.
- Projected trends in East Bay Regional Center paratransit services including ridership, funding, and costs.
- Projected ridership growth for other paratransit providers within the county.
- The growing trend of senior group homes and long term health care facilities providing their own transportation.
- Projected growth in senior and disabled fixed route ridership.
- Potential ways County Connection can influence fixed route and/or paratransit demand one way or the other.

### **PARATRANSIT SERVICE DELIVERY OPTIONS**

Staff will present up-to-date information on the alternative service delivery modal most commonly known as the American Logistics Company (ALC) model. This will likely include:

- A recap of the ALC experiences to date.
- An update on the potential for County Connection to use this newer model for a part to all of our paratransit service delivery.
- A discussion of the opportunity costs for moving in this direction which could include the loss of ability to replace paratransit rolling stock, the opportunity to do route deviation with smaller vehicles that provide both the fixed route and the ADA paratransit service in certain low volume corridors or sub-areas.
- The benefit of the paratransit user knowing and trusting their paratransit driver, dispatcher, and reservation staff.
- Discussion of how the County Connection brand either fits in or does not.
- The potential for the ALC model to evolve into one that provides service beyond the senior and disabled community to cover other transit needs that are not easily served otherwise in an efficient manner.

## PARATRANSIT INSTITUTIONAL POSSIBILITIES

Staff will present information on the potential to use a Consolidated Transportation Service Agency (CTSA), on any possibility to partner more closely with the Regional Center, on any potential to share organizational arrangements with the other county operators, and on any potential for greater coordination with other social service providers. Some of the things that we will present or ask you to discuss include:

- Presenting some of the information and recommendations in the Contra Costa Mobility Management study that will be completed this spring.
- Looking at the information in that study regarding the creation and usage of a CTSA.
- Looking at using the Regional Center for some of our service delivery or having them purchase service from us.
- Building upon volunteer based services that use our replaced vehicles.
- Looking at possible opportunities to consider joint contracts for service with other operators.
- Looking at what role – if any – we can play to further increase private senior shuttle tied to senior homes, etc.

Staff will develop a series of options that spin off of the ideas listed above and perhaps one or two more not listed here. We would like to give the Board background information on each area, present it, take questions, and then have you discuss these options. Finally, the Board would be asked to state preferences for select options.

Staff also will seek direction from the Board, based on your discussion at a workshop, on how to incorporate some of the options presented into a Request for Proposals (RFP) for the contract provision of paratransit service. This RFP will be released this fall. So, the workshop should occur before that.

The timing of the workshop should be before we develop the RFP and after the completion of the Contra Costa Mobility Management Plan. Thus, it should be scheduled no earlier than July 1, of this year and no later than September 30. It should take 90 to 120 minutes.

I hope this brief memo helps us have a discussion at your meeting on Friday, April 5, 2013 about holding such a workshop later this year.