

County Connection

2477 Arnold Industrial Way Concord, CA 94520-5326 (925) 676-7500 countyconnection.com

ADMINISTRATION & FINANCE COMMITTEE MEETING AGENDA

Wednesday, May 1, 2013
9:00 a.m.

Hanson Bridgett
1676 North California Blvd., Suite 620
Walnut Creek, California

The committee 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 committee.

1. Approval of Agenda
2. Public Communication
3. Approval of Minutes of April 3, 2013 Meeting*
4. Closed Session:
 - Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
 - Employee Organizations:
 - Amalgamated Transit Union, Local 1605
 - Teamsters Union, Local 856, AFL-CIO, Transit Supervisors
5. DBE Goal for FY 2014 through FY2016*
6. FY2014 Draft Budget*
7. OPEB Trust*
8. Review of Vendor Bills, April 2013**
9. Legal Services Statement, February 2013 Labor, April/May 2013 General**
10. Adjournment

*Enclosure

**Enclosure for Committee Members

FY2013/2014 A&F Committee

Al Dessayer – Moraga, Laura Hoffmeister – Concord, Gregg Manning - Clayton

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

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

General Information

Public Comment: Each person wishing to address the committee is requested to complete a Speakers Card for submittal to the Committee Chair before the meeting convenes or the applicable agenda item is discussed. Persons who address the Committee are also asked to furnish a copy of any written statement to the Committee Chair. 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 Committee.

A period of thirty (30) minutes has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Committee. Each individual will be allotted three minutes, which may be extended at the discretion of the Committee Chair.

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

Accessible Public Meetings: Upon request, County Connection 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 County Connection at least 48 hours before the meeting convenes. Requests should be sent to the Board Clerk, Janet Madrigal, at 2477 Arnold Industrial Way, Concord, CA 94520 or madrigal@cccta.org.

Shuttle Service: With 24-hour notice, a County Connection LINK shuttle can be available at the nearest BART station for individuals who want to attend the meeting. 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, June 5, 9:00 a.m. 1676 N. California Blvd., S620, Walnut Creek
Advisory Committee:	Tuesday, May 14, 9:30 a.m., CCCTA Board Room
Marketing, Planning & Legislative:	Thursday, May 2, 9:00 a.m., 1676 N. California Blvd., S620, 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 County Connection Website (www.countyconnection.com) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting.

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

**Administration and Finance Committee
Summary Minutes
April 3, 2013**

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

Committee
Members: Director, Board Al Dessayer
Director, Board Gregg Manning
Staff: General Manager Rick Ramacier
Director of Finance Kathy Casenave
Director of Transportation Bill Churchill
Director of Maintenance Scott Mitchell
Director of Planning Anne Muzzini
Guests: Chairman, Board of Directors Erling Horn
Ralph Hoffman

1. Adoption of the Agenda- Approved.
2. Public Communication- None.
3. Summary Minutes of March 6, 2013- Approved.
4. Closed Session- The committee adjourned to closed session to discuss labor negotiations. Chairman Dessayer reported in open session that no decisions had been made.
5. RM2 PRO Funding for Pacheco Transit Center- Director Muzzini reported that the responsibility for managing and constructing the Pacheco Transit Center project is being shifted from County Connection to the City of Martinez. Two sources of funds remain in control of County Connection- Prop 1B PTMISEA funds of \$800,000 and RM2 funds in the amount of \$1,089,000- \$507,000 has not yet been allocated. These funds cannot be shifted because Martinez is not an eligible recipient. Staff recommends that County Connection remain a sponsor. The City can submit invoices directly to MTC for the RM2 funds but would have to submit invoices to County Connection for the Prop 1B funds. Staff also recommends that the Board of Directors approve requesting allocation of \$507,000 in remaining RM2 funds. Approved for consent calendar...
6. FY 2014 Draft Budget- Director Casenave reported that there were several changes to the draft budget since the presentation in March. The FY 2013 estimated actual is expected to be about \$1.3million under budget. The FY 2014 proposed budget is projected to be about \$1.7 million more than FY 2013. The increases are mainly in the wage and benefit categories, maintenance for security equipment, diesel fuel and liability premiums. The 10 year forecast shows a positive reserve balance for all years. Staff recommends that the budget be brought to the Board of Directors for discussion and adoption for the purpose of filing a timely TDA claim. The Board will also have an opportunity in May to revise the budget and adopt the final budget at the June meeting. The committee approved the staff recommendation and will place the budget on the Board agenda.
7. OPEB Trust- When the OPEB trust was established in March 2010 and retiree health benefits were frozen the Board of Directors had discussed setting up a separate trust for employees who have been in the PERS medical program since the inception. There are currently 10 active employees who meet this

criterion. Committee members were receptive to this idea but wanted more details and requested that staff place on the agenda in May with more information.

8. Review of Vendor Bills, March 2013- The committee reviewed the vendor bills.
9. Legal Services Statement, January 2013, General- Approved.
10. Adjournment- The meeting was adjourned. The next meetings are scheduled for Wednesday, May 1 at 9:00 a.m. and Wednesday, June 5 at 9:00 a.m. at the Hanson Bridgett offices in Walnut Creek.

Kathy Casenave, Director of Finance

To: A&F Committee

Date: April 24, 2013

From: Janet Madrigal, Civil Rights Administrator

Reviewed by:

SUBJECT: Request to Advertise the Proposed DBE Goal for FY2014 through FY2016

Background: The Board of Directors adopted the revised CCCTA *DBE Program* on February 16, 2012 pursuant to U.S. Department of Transportation directives and guidelines in the regulations, 49 CFR Part 26. The Federal Transit Administration (FTA) approved the *DBE Program* on March 8, 2013.

**Summary
of Issues:**

The regulations were amended to require grantees to establish a three-year DBE overall goal setting schedule, and the Board adopted an overall 7% DBE goal for FY2011 through FY2013. During the past three fiscal years, DBE achievements were: FY2010 (6%), FY2011 (15.5%) and FY2012 (10%). Achievement for the first six months of FY2013 was 9.2%.

CCCTA's next goal submission is due to FTA on August 1, 2013 covering FY2014 through FY2016. Staff is proposing a 7% overall goal based on federal contracting opportunities and DBE availability for those projects.

Prior to establishing the three-year overall goal, it must be published in the media for public inspection and comment for forty-five days. Following the public review and comment period, staff will apprise the A&F Committee of any comments received and will recommend a DBE overall goal for FY2014 through FY2016 for adoption by the Board at their July meeting.

**Financial
Implications:**

An approved *DBE Program*, which includes a three-year DBE overall goal, will enable CCCTA to continue to be eligible for federal financial assistance.

Staff

Recommendation: Authorize staff to begin the public review and comment period by advertising the proposed FY2014-FY2016 DBE overall goal of 7% for FTA-assisted contracts.

Inter Office Memo

To: ADMINISTRATION AND FINANCE COMMITTEE Date: April 24, 2013

From: Kathy Casenave, Director of Finance Reviewed by:

SUBJECT: Third Draft, FY 2014 Budget

FY 2014 Proposed Budget & FY 2013 Estimated Actual

The FY 2014 proposed operating budget totals \$33,619,954. Of this, fixed route is \$27,644,934 and Paratransit is \$5,475,020. The budget also includes a contingency line item of \$500,000.

- Fixed route expenses for FY 2014 are projected to be \$1,589,137 (6.1%) more than the estimated actual for FY 2013.
- Paratransit expenses are projected to be \$162,665 (3.1%) more than the estimate actual for FY 2013.

The FY 2013 operating budget is \$32,679,423 which included a contingency line item of \$500,000. The actual operating expenses are projected to be under budget by \$1,311,272 (4.1%).

- Fixed route expenses for FY 2013 are estimated to be \$725,476 (2.7%) less than the budget.
- Paratransit expenses for FY 2013 are estimated to be \$85,796 (1.6%) less than the budget.
- The \$500,000 contingency expense will not be used.

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

Operating Expenses Page 2-

Fixed route operating expenses for FY 2014 are budgeted to be \$1.6 million more than FY 2013 estimated actual. Significant increases include:

- Wages, \$408K (3.4%)
- Fringe benefits \$403K (5.5%)- chiefly cafeteria plan; also increases in PERS, paid absences, workers comp
- Services, \$161K (7.7%)- maintenance for security equipment (*will be reimbursed*), \$117K; legal, \$40K.
- Materials, \$510K (15.3%)- \$421K diesel fuel; \$60K repair parts.
- Casualty and liability, \$72K (20.3%) - \$65K liability premiums.

Paratransit operating expenses for FY 2014 are budgeted to be \$163K more than FY 2013 due to estimated increase in contract for purchased transportation and legal expense.

*	FY 2013 Operating Expense Changes	FY 2013 fixed route operating expenses have been reduced by \$12K <ul style="list-style-type: none"> • Wages have been reduced by \$28K. • Benefits have been increased by \$10K.
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		<ul style="list-style-type: none"> • Legal services have been increased by \$30K. •
*	FY 2014 Operating Expense Changes	<p>FY 2014 fixed route operating expenses have been reduced by \$103K.</p> <ul style="list-style-type: none"> • Wages have been reduced by \$30K. • Fringe benefits have been increased by \$6K mainly for the cafeteria plans. • Casualty and Liability has been reduced by \$79K for liability insurance based on CalTIP's estimate of the retrospective adjustments (refunds) for prior policy years.

Operating Revenues Pg 3-

*	FY 2013 Revenue Changes	Fixed route TDA revenue used has been increased by \$237K due to the expectation that there will be no Dougherty Valley revenue in the current year, \$225K, & the \$12K increase in projected expenses.
*	FY 2014 Revenue Changes	<p>Fixed route Measure J has been increased by \$365K and Paratransit Measure J has been increased by \$98K due to projections from CCTA staff. Of this, \$193K is for projected increase in collections for FY 2014 and \$270K is additional revenue from FY 2012. The FY 2102 allocations were based on \$64 million in Measure J revenue; the actual collected amount was \$68.8 million.</p> <p>Fixed route TDA revenue used has been decreased by \$468K due to the reduction in expenses by \$103K and additional Measure J revenue of \$365K to support the other increase in expenses detailed above.</p> <p>Paratransit TDA revenue used has been decreased by \$98K due to the increase in Measure J revenue.</p>

Key Assumptions for the Ten Year Forecast-Page 8- (The * denotes a change from the April draft)

	Passenger Fares	Passenger fares are increased 2% annually for Fixed route and 3% for Paratransit. Fares increases are projected for FY 2015 and 2018. The June forecast assumed a fare increase in FY2014, but staff is requesting 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.
	Other State Grants, Line 7	The state has approved using the security grant for ongoing maintenance of the real time bus software and other assets purchased in part with security grants. This increased operating revenue by \$1.053 million, but it also increased expenses by a like amount.
	STA revenue	STA revenue for FY 2014 is estimated by MTC; a 2.5% growth rate is

		assumed in the out years.
*	Measure J, Lines 10 & 25	<p>Measure J has increased \$2.3 million- \$2 million for Fixed Route and \$329K for Paratransit. Of this, \$193K is the one time occurrence of additional FY 2012 revenue to be received in FY 2014. The balance is due to the \$270K additional revenue projected for FY 2014, which increases the base on which to project future growth.</p> <p><i>There has been no change in the growth rates- the rates used are from the Contra Costa Transportation Authority's revised Measure J Strategic Plan published in July 2011- 3.02% for FY 2103-FY 2015, 4.03% for FY 2016-FY 2019, and 4.54% for FY 2012 and beyond.</i></p>
*	TDA Revenue Used, Lines 9 & 24	Total TDA used for operations has been reduced by \$3.346 million in the forecast due to an increase in projected Measure J funding of \$2.3 million and a reduction in operating expenses of \$1,048 million.

*	Fixed Route Operating Expenses, Line 16	<p>Total operating expenses have been reduced by \$1.048 million in the forecast because the base year, FY 2014 has been reduced. Significant changes:</p> <ul style="list-style-type: none"> • Wages have been reduced by \$280K because FY 2014 wages have been reduced. • Other expenses have been reduced by \$794K mainly because liability insurance for FY 2014 has been reduced by \$79K. <p>A 2.5% growth rate for nonwage expenses have been used in the out years except for the following:</p> <ul style="list-style-type: none"> • Anticipated wage increases. • 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% (<i>Source: What if scenario, PERS actuarial report of Oct 2012</i>). The 11.3% is used from then on.
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Ten Year Capital Program, Page 7 (The * denotes a change from the April draft)

Capital Program	<p>It is expected that \$15 million in TDA revenue will be needed for the capital program because there are some large bus purchases in FY 2014, 2015, and 2022 and the Bridge toll and 1b bond revenue will not be enough to match the federal portion.</p> <p>There also may be significant facility maintenance and modernization expenses that will need to be addressed in the next ten years.</p>
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TDA Reserve, Page 10

The TDA reserve is \$5.407 million at the end of FY 2022. This is an increase of \$3.346 million from the April 2013 draft. The amount of TDA projected to be used for operations decreased by \$1.048 million and additional projected Measure J revenue increased by \$2.298 million.

The estimated TDA revenue allocations remain the same. The FY 2013 and FY 2014 estimates were provided by the Contra Costa Auditor Controller. For the out years a 3% growth rate has been assumed.

ACTION REQUESTED:

Staff requests that the A&F Committee forward the draft to the Board of Directors for further discussion so that a final budget can be approved in June.

DRAFT
Operating and Capital Budget

Fiscal Year 2014



CENTRAL CONTRA COSTA TRANSIT AUTHORITY

Concord, California

April 24, 2013

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

	EST/ACTUAL		APPROVED		PROPOSED		FY 2014 BUD	
	FY 2013		BUDGET	%	BUDGET	VARIANCE	OVER/(UNDER)	
			FY 2013		FY 2014		EST ACT	
Operations								
Fixed Route	\$	26,055,797	\$	27,281,272	-4.5%	\$	28,144,934	8.0%
Paratransit	\$	5,312,355	\$	5,398,151	-1.6%	\$	5,475,020	3.1%
Subtotal	\$	31,368,152	\$	32,679,423	-4.0%	\$	33,619,954	7.2%
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%
Grand Total	\$	37,833,905	\$	39,145,176	-3.3%	\$	58,375,654	54.3%

**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 +/-	% +/-
Fixed Route								
Wages	11,693,345	12,072,800	11,880,381	192,419	1.6%	12,480,718	407,918	3.4%
Fringe benefits	7,002,817	7,324,327	7,544,482	(220,155)	-2.9%	7,727,233	402,906	5.5%
Total Wages and benefits	18,696,162	19,397,127	19,424,863	(27,736)	-0.1%	20,207,951	810,824	4.2%
Services	1,685,170	2,092,285	2,035,540	56,745	2.8%	2,253,610	161,325	7.7%
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%	427,843	72,111	20.3%
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	6,658,670	7,356,410	(697,740)	-9.5%	7,436,983	778,313	11.7%
Subtotal	24,726,703	26,055,797	26,781,272	(725,476)	-2.7%	27,644,934	1,589,137	6.1%
Contingency			500,000	(500,000)	-100.0%	500,000	500,000	
Subtotal	24,726,703	26,055,797	27,281,272	(1,225,476)	-4.5%	28,144,934	2,089,137	8.02%
Paratransit								
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%
Total	\$ 29,896,852	\$ 31,368,152	\$ 32,679,423	\$ (1,311,272)	-4.1%	\$ 33,619,954	\$ 2,251,802	7.2%

**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%
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	10,884,995	10,547,734	337,261	3.2%	14,524,247	3,639,252	33.4%
Measure J	3,401,429	3,802,224	3,808,297	(6,100)	-0.2%	4,282,321	480,097	12.63%
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)	-100.0%	200,000	200,000	100.0%
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	26,055,797	27,281,272	(1,225,502)	-4.5%	28,144,934	2,089,136	8.0%
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%	991,823	46,939	5.0%
Measure J	994,559	1,170,229	1,170,022	207	0.0%	1,303,317	133,088	11.37%
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%
Total	\$ 29,896,852	\$ 31,368,152	32,679,423	\$ (1,311,271)	-4.1%	\$ 33,619,954	\$ 2,251,802	7.2%

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2014 Revenue Source Utilization

	Anticipated Revenue		Anticipated Utilization		Difference
Fixed Route					
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		14,524,247		1,636,628
Measure J	4,282,321		4,282,321		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
Total Fixed Route Operating Revenue	\$ 29,664,562	\$	28,027,934	\$	1,636,628
Paratransit					
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	-	\$	991,823		(991,823)
Measure J	1,303,317	\$	1,303,317		0
STA Paratransit	916,116	\$	916,116		0
Other Grants	-	\$	-		0
BART ADA Service/other	198,900	\$	198,900		0
Total Paratransit Operating Revenue	\$ 4,483,198	\$	5,475,020	\$	(991,823)
Capital Program					
TDA 4.0	-		2,816,744		(2,816,744)
Increase (Decrease) to TDA reserve				\$	(2,171,939)

**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
	Total Transportation	227.0	193.0	193.0	187.0	187.0	191.0	192.0
Maintenance	Maintenance administration	5.0	5.0	5.0	5.0	5.0	5.0	5.0
	Facilities	5.0	5.0	5.0	5.0	5.0	5.0	5.0
		10.0	10.0	10.0	10.0	10.0	10.0	10.0
	Mechanic, Level V	5.0	5.0	5.0	5.0	5.0	5.0	5.0
	Mechanic, Level IV	4.0	4.0	4.0	4.0	4.0	4.0	4.0
	Mechanic, Level III	7.0	7.0	7.0	7.0	7.0	7.0	7.0
	Mechanic, Level II	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Mechanic, Level I	1.0	1.0	1.0	1.0	1.0	1.0	1.0
	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	
	Total Maintenance	39.0	39.0	39.0	39.0	39.0	39.0	40.0
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
Fixed Route Operations	Total	302.0	266.0	264.0	257.0	256.0	259.0	261.0
	Paratransit	3.0	2.0	2.0	2.0	2.0	2.0	2.0
Total Operations		305.0	268.0	266.0	259.0	258.0	261.0	263.0

**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
				-	\$ -
Total	18,704,812	1,792,564	1,441,580	2,816,744	\$ 24,755,700

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
Total Capital Program	12,342	6,466	24,756	25,260	3,192	5,766	612	1,171	1,307	193	34,308	115,372
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	115,372

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	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Revenue	12,342	6,466	24,756	25,260	3,192	5,765	612	1,171	1,307	193	34,308	115,371

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
Revenue Hours	209,000	209,000	209,000	209,000	209,000	209,000	209,000	209,000	209,000	209,000	209,000
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	10,885	14,524	14,641	15,172	16,028	16,345	16,741	17,122	17,508	17,900
10 Measure J	3,401	3,802	4,282	4,209	4,378	4,555	4,738	4,929	5,152	5,386	5,631
11 BART Express Funds	556	604	651	671	691	711	733	755	777	801	825
12 Dougherty Valley dev fees/other	292	-	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
16 Total Fixed Route Operating Revenue	24,727	26,056	28,145	28,643	29,585	30,583	31,600	32,408	33,238	34,090	34,963
17 Operating Expenses w/o contingency	24,727	26,056	27,645	28,643	29,585	30,583	31,600	32,408	33,238	34,090	34,963
% increase in expenses		5.4%	6.1%	3.6%	3.3%	3.4%	3.3%	2.6%	2.6%	2.6%	2.6%
18 Operating expense contingency			\$ 500								
19 Total Fixed Route Operating Expenses	24,727	26,056	28,145	28,643	29,585	30,583	31,600	32,408	33,238	34,090	34,963
Revenue Hours	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000
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	992	1,295	1,327	1,360	1,356	1,388	1,414	1,439	1,465
25 Measure J	995	1,170	1,303	1,267	1,318	1,371	1,426	1,484	1,551	1,622	1,695
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
28 Total Paratransit Operating Revenue	5,170	5,312	5,475	5,638	5,806	5,980	6,158	6,341	6,531	6,725	6,926
29 Total Paratransit Operating Expenses	5,170	5,312	5,475	5,638	5,806	5,980	6,158	6,341	6,531	6,725	6,926
% increase in expenses		2.8%	3.1%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
30 Total CCCTA Operating Budget	\$ 29,897	\$ 31,368	\$ 33,620	\$ 34,282	\$ 35,391	\$ 36,563	\$ 37,757	\$ 38,750	\$ 39,769	\$ 40,815	\$ 41,889

**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
31 Capital Revenue											
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	-	-	-	-	-	-	-	-	-
39 Total Capital Revenue	12,342	6,466	24,756	25,260	3,192	5,766	612	1,171	1,307	193	34,308
40 Capital	\$ 12,342	\$ 6,466	\$ 24,756	\$ 25,260	\$ 3,192	5,766	\$ 612	\$ 1,171	\$ 1,307	\$ 193	\$ 34,308

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
TDA RESERVE**

TDA RESERVE	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
41 Beginning Balance	\$ 7,151	\$ 8,929	\$ 11,977	\$ 9,805	\$ 8,700	\$ 6,154	\$ 5,949	\$ 6,065	\$ 6,260	\$ 6,508	\$ 7,244
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%
TDA 4.0 Needed for Operations and Capital:											
43 Used for Fixed route operations	(9,535)	(10,885)	(14,524)	(14,641)	(15,172)	(16,028)	(16,345)	(16,741)	(17,121)	(17,507)	(17,900)
44 Used for Paratransit operations	(1,315)	(945)	(992)	(1,295)	(1,327)	(1,360)	(1,356)	(1,388)	(1,414)	(1,439)	(1,465)
45 TDA used for Operations	(10,850)	(11,830)	(15,516)	(15,937)	(16,499)	(17,388)	(17,701)	(18,129)	(18,535)	(18,947)	(19,364)
46 Used for capital program	(1,183)	(235)	(2,817)	(1,814)	(3,191)	(477)	(373)	(410)	(514)	(193)	(4,127)
47 Ending TDA Reserve	\$ 8,929	\$ 11,977	\$ 9,805	\$ 8,700	\$ 6,154	\$ 5,949	\$ 6,065	\$ 6,260	\$ 6,508	\$ 7,244	\$ 4,225
Number Of Months of Operating Expenses in Reserve	3.6	4.6	3.5	3.0	2.1	2.0	1.9	1.9	2.0	2.1	1.2
Percentage of operating budget	30%	38%	29%	25%	17%	16%	16%	16%	16%	18%	10%

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	
FIXED ROUTE								
Wages, Operators	7,030,090	7,115,300	7,021,300	94,000		7,193,500	78,200	
Wages, Operator/trainer	21,575	125,000	40,000	85,000		125,000	-	
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)	
Total Wages	11,693,345	12,072,800	11,880,381	192,419	2%	12,480,718	407,918	3%
Sick, Operators	374,911	316,200	370,100	(53,900)		292,500	(23,700)	
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	
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	

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, Mechanics	23,573	21,000	23,100	(2,100)	23,600	2,600	
Total Sick Pay	545,566	424,500	497,300	(72,800)	407,700	(16,800)	-4%
Holiday, Operators	341,886	319,900	346,300	(26,400)	358,700	38,800	
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	
Total Holiday Pay	568,211	584,960	585,210	(250)	634,235	49,275	8%
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 Wrkrs	21,196	26,800	24,300	2,500	27,000	200	
Vacation, Mechanics	60,155	76,200	75,600	600	78,900	2,700	
Total Accrued Vacation	733,033	873,800	884,998	(11,198)	906,100	32,300	4%
Abs Pay, Operators	54,083	57,000	55,900	1,100	52,400	(4,600)	
Abs Pay, Trans Admin	1,892	1,500	1,781	(281)	2,200	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	
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	
Total Absence Pay	85,575	66,485	64,182	2,303	61,363	(5,122)	-8%
Total Compensation	13,625,730	14,022,545	13,912,071	110,474	14,490,116	467,571	3%
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	
Total FICA/Medicare	163,522	176,020	170,121	5,899	182,390	6,370	4%
PERS-RET, Operators	628,092	642,200	636,600	5,600	663,200	21,000	
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)	

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, 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	
Total Retirement	1,139,769	1,177,100	1,181,193	(4,093)	1,257,454	80,354	7%
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	322,800	235,000	87,800	207,900	(114,900)	
Total Medical	1,685,528	1,829,900	1,783,465	46,435	1,758,800	(71,100)	-4%
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	
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	

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, 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	
Total Dental	271,784	281,000	273,720	7,280	289,500	8,500	3%
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	
Total Workers Comp	740,700	775,000	945,200	(170,200)	813,800	38,800	5%
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	-	
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	
Total Life Insurance	86,434	90,200	89,500	700	92,800	2,600	3%
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	

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	
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	-	
Total SUI	112,906	113,468	109,790	3,678		114,192	724	1%
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	
Total Uniforms	58,812	58,941	59,000	(59)		62,500	3,559	6%
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	
Total Other Benefits	810,977	872,953	900,803	(27,850)		1,146,400	273,447	31%
Total Benefits	7,002,817	7,324,327	7,544,482	(220,155)	-3%	7,727,233	402,906	6%
Total Wages and Benefits	18,696,162	19,397,127	19,424,863	(27,736)	0%	20,207,951	810,824	4%
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	310,000	280,000	30,000		330,000	20,000	

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
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
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

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	
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	
Total Services	1,685,170	2,092,285	2,035,540	56,745	3%	2,253,610	161,325	8%
Diesel Fuel	2,119,921	2,151,913	2,807,500	(655,587)		2,573,750	421,837	
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	
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	

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	
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	
Total Materials & Supplies	3,203,466	3,342,581	4,050,370	(707,789)	-17%	3,853,240	510,659	15%
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	
Total Utilities	214,657	311,661	327,500	(15,839)	-5%	318,000	6,339	2%
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)		189,242	65,133	
Insurance/Liability losses	129,280	78,800	78,800	-		82,700	3,900	
Other Losses	-	-	-	-		-	-	
Pass sales write offs	76	-	-	-		-	-	
Total Insurance	415,417	355,732	360,300	(4,568)	-1%	427,843	72,111	20%
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	-	
Total Taxes	293,586	313,500	376,000	(62,500)	-17%	315,000	1,500	0%
Equipment Leases	2,264	7,000	7,000	-		7,000	-	
Radio Site Lease-Diablo	33,713	33,700	33,500	200		33,700	-	
Total Leases	35,977	40,700	40,500	200	0%	40,700	-	0%
Business Expense- Tran	177	250	250	-		100	(150)	
Business Expense-admin	34	400	400	-		400	-	
Business Expense-Fin	412	500	500	-		500	-	

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	
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	
Total Miscellaneous	112,954	116,469	119,850	(3,381)	-3%	129,300	12,831	11%
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	
Total Purchased Transportation	69,314	85,742	46,350	39,392	85%	99,290	13,548	16%
Total Other Operating Expense	6,030,541	6,658,670	7,356,410	(697,740)		7,436,983	778,313	12%
Contingency			500,000	(500,000)		500,000	500,000	
TOTAL FIXED ROUTE EXPENSES	24,726,703	26,055,797	27,281,273	(1,225,475)	-4%	28,144,934	2,089,137	8.0%
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	
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	-	

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	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	-	
Total Paratransit	5,170,149	5,312,355	5,398,151	(85,797)	-2%	5,475,020	162,665	3%
TOTAL CCCTA	29,896,852	31,368,152	32,679,423	(1,311,272)	-4%	33,619,954	2,251,803	7.2%

To: Administration and Finance Committee

Date: April 24, 2103

From: Kathy Casenave, Director of Finance

Reviewed by:

SUBJECT: Establishment of Retirement Health Savings Accounts

Summary of Issues: In March 2010 the Board approved establishing an OPEB trust for retiree medical benefits. The funds in this trust will help offset the cost of providing the Authority's PERS medical premiums for retired Administration, Teamsters and ATU employees.

In addition to prefunding retiree benefits, County Connection also took steps to minimize the cost of retiree medical benefits by freezing the portion that is paid by County Connection and establishing a cafeteria plan for active employees.

There was also discussion at the time of setting up a separate trust or retirement medical account for the benefit of employees who have been in the PERS medical program since the inception in September 1989. There are 10 active employees who meet that criterion. (The ATU joined the program in 2001).

Staff has been in contact with ICMA regarding its retirement health savings plan and what is being proposed for the 10 active employees would meet the rules and regulations of the plan.

Some highlights of this plan:

- A third party administrator hired by ICMA will be responsible for reimbursing the participants for medical expenses- there will be no employer involvement.
- The employer can make tax-free contributions to employee accounts.
- All earnings grow tax-deferred.
- Employees are familiar with ICMA's investment options and can meet with ICMA representative at work to review those options.
- Withdrawals for medical premiums for participants, spouses, and dependents are tax-free.
- Other medical expense reimbursements will be taxable for participants who are deemed highly compensated under IRS rules.
- Plan assets remaining at the time of employee's death can continue to be used by employee's surviving spouse or dependents.
- There is no prohibition on use prior to age 65, providing the employee has separated from County Connection.

- The administrative charges are borne by the participants. There is an annual account fee of \$25 and an asset fee of 30-40 basis points. The estimated cost fee for a \$10,000 account is \$65 annually.

How much is County Connection saving by freezing retiree health benefits for Administration staff?

There have been numerous actuarial reports and different assumptions have been made in preparing the reports. Below are the annual required contributions (ARC) from the April 2008 report, the last report that assumed annual premium increases, compared with the October 2009 report, the first report in which the retiree premiums are frozen.

April 2008	\$262,196 *
October 2009	\$115,245
Savings	\$146,951

Both of these reports assumed a 7.75% discount rate.

The latest report, January 2012, assumes a 5.5% discount rate. The ARC for Admin staff in this report is \$142,989. Compare with April 2008, the savings would be \$119,207.

**The April 2008 report combined Admin and the Teamsters. The October 2009 separated the two groups- the April 2008 figure above was based on the ratio of the October 2009 report- 88%/11%.*

Financial Implications: The FY 2013 operating budget is expected to be \$1.3 million under budget. The establishment of a retiree health savings plan could be accomplished and still be substantially under budget.

Recommendation: Staff recommends that County Connection establish individual retiree health savings accounts for the 10 employees. A Hanson Bridgett staff attorney has reviewed the plan documents and is of the opinion that it would meet the objectives.

Options:

- 1) Approve setting up retiree health savings plans for the 10 employees at an amount to be determine by the committee.
- 2) Decline recommendation
- 3) Other