

# County Connection

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

## ADMINISTRATION & FINANCE COMMITTEE MEETING AGENDA

Thursday, May 29, 2014  
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 29, 2014\*
4. Verbal Report on the Eco Pass - Public Comments
5. CCCTA Investment Policy-Quarterly Reporting Requirement\*
6. Investment Guidelines Document for the PARS Post-Retirement Health Care Plan\*
7. Adjustment to Non-Represented Employees Compensation\*
8. Performance Based Compensation Pool\*
9. Financial Statements for the Nine Months Ended March 2014\*
10. FY2015 Final Budget\*
11. Adoption of Gann Appropriations Spending Limitation for FY2015\*
12. Review of Vendor Bills, May 2014\*\*
13. Legal Services Statement, March 2014-Labor, March 2014-General\*\*
14. Adjournment

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\*Enclosure

\*\*Enclosure for Committee Members

FY2013/2014 A&F Committee

Al Dessayer – Moraga, Don Tatzin – Lafayette, Robert Storer – Danville, 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](http://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 Assistant to the General Manager, Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or [hill@countyconnection.com](mailto:hill@countyconnection.com).

**Shuttle Service:** With 24-hour notice, a County Connection LINK shuttle can be available at the BART station nearest the meeting location 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, June 19, 9:00 a.m., County Connection Board Room                |
| Administration & Finance:          | Wednesday, July 2, 9:00 a.m. 1676 N. California Blvd., S620, Walnut Creek |
| Advisory Committee:                | TBA, County Connection Board Room   |
| Marketing, Planning & Legislative: | Thursday, June 5, 8:30 a.m., 3338 Mt. Diablo Blvd., Lafayette             |
| Operations & Scheduling:           | TBA., Walnut Creek City Offices   |

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

Administration and Finance Committee  
Summary Minutes  
April 30, 2014

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 Al Dessayer  
   Director Don Tatzin  
   Director Gregg Manning

Staff:                                General Manager Rick Ramacier  
   Director of Finance Kathy Casenave

Guests:                              Ralph Hoffmann

1. Approval of Agenda- Approval of agenda, with a change in order- The FY 2015 Draft budget will be discussed before the verbal report of Dale Stephens. Approved.
2. Public Communication- Mr Hoffmann spoke about the free midday service for seniors and also the mail order tickets he received certified, suggesting that there be a minimum number of tickets purchased because of the cost of certified mail.
3. Approval of Minutes of April 2, 2014- Approved.
4. FY 2015 Draft Budget- Director Casenave presented the 3<sup>rd</sup> draft of the FY 2015 budget. The operating budget is \$34,693,213 and the capital budget is \$22,336,478. She outlined the changes made since the last draft: fixed route expenses were increased by \$209K and Paratransit expenses were decreased by \$41K. The most significant increase was \$195K in the casualty and liability category for estimated claims expense. The 10 year reserve shows a positive balance for all years, with 2.6-3.8 months of operating expenses in reserve each year.
5. Verbal Report from Dale Stephens- Mr. Stephens reported that written policies and procedures for the sale of bus tickets can be shored up to increase internal control and provide better instructions to employees, especially if there is an unexpected long term absence. The committee members agreed to hiring Mr. Stephens to work with staff to make these improvements.
6. Review of Vendor Bills, April 2014- Reviewed.
7. Legal Services Statement, February 2014, General and Labor.
8. Adjournment- The meeting was adjourned. The next meetings will be May 29 and July 2 at 9:00 am.

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Kathy Casenave, Director of Finance

# *The County Connection*

Inter Office Memo

**TO:** A & F Committee

**DATE:** May 21, 2014

**FROM:** Rick Ramacier  
General Manager

**SUBJECT:** CCCTA Investment Policy – Quarterly Reporting Requirement

Attached please find CCCTA's Quarterly Investment Policy Reporting Statement for the quarter ending March 31, 2014.

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

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

| FINANCIAL INST        | ACCT #        | TYPE         | PURPOSE                           | PER BANK             |                      | PER GL               |
|-----------------------|---------------|--------------|-----------------------------------|----------------------|----------------------|----------------------|
|                       |               |              |                                   | DEC2013              | MAR2014              |                      |
| <b>FIXED ROUTE</b>    |               |              |                                   |                      |                      |                      |
| First Republic Bank   | 1106171       | CHECKING     | A/P General Account-Fixed Route   | \$ 425,736           | \$ 134,594           | \$ (157,197)         |
| First Republic Bank   | 1106198       | CHECKING     | PAYROLL                           | \$ 429,660           | \$ 157,631           | \$ 156,756           |
| First Republic Bank   | 1015001       | CHECKING     | CAPITAL PURCHASES                 | \$ 10,635            | \$ 84,558            | \$ 84,558            |
| First Republic Bank   | 1402595       | CHECKING     | WORKER'S COMP-CORVEL              | \$ 51,053            | \$ 46,959            | \$ 21,350            |
| First Republic Bank   | 1106228       | CHECKING     | PASS SALES                        | \$ 61                | \$ 89,603            | \$ 89,603            |
| First Republic Bank   | 800-0035-2386 | Money Market | Prop-2B Safety & Security#2(2386) | \$ 5,075             | \$ 5,075             | \$ 5,075             |
| First Republic Bank   | 800-0097-1847 | Money Market | OnBoardCam-TSGP 2011              | \$ -                 | \$ -                 | \$ -                 |
| First Republic Bank   | 800-0097-1896 | Money Market | OnBoardCam-TSGP 2012              | \$ 116,978           | \$ 101               | \$ 131               |
| First Republic Bank   | 27SAXUUFL9732 | CHECKING     | PAYPAL-PASS SALES                 | \$ 127               | \$ 5,419             | \$ 5,404             |
|                       |               |              | <b>TOTAL</b>                      | <b>\$ 1,039,325</b>  | <b>\$ 523,941</b>    | <b>\$ 205,679</b>    |
| <b>PARATRANSIT</b>    |               |              |                                   |                      |                      |                      |
| First Republic Bank   | 1049584       | CHECKING     | CAPITAL PURCHASES                 | \$ 3,520             | \$ 3,520             | \$ 3,520             |
| First Republic Bank   | 1106244       | CHECKING     | A/P General Account-Paratransit   | \$ 817,283           | \$ 1,259,638         | \$ 1,258,573         |
|                       |               |              | <b>TOTAL</b>                      | <b>\$ 820,803</b>    | <b>\$ 1,263,158</b>  | <b>\$ 1,262,093</b>  |
| <b>LAIF FUND</b>      |               |              |                                   |                      |                      |                      |
| LAIF ACCOUNT          | 4007001       | INT-INVEST   | OPERATING FUNDS                   | \$ 5,403,523         | \$ 5,438,288         | \$ 5,438,288         |
| LAIF ACCOUNT          |               | INT-INVEST   | Pacheco Transit Center            | \$ 705,894           | \$ 625,135           | \$ 625,135           |
| LAIF ACCOUNT          |               | INT-INVEST   | Rolling stock-2012                | \$ 1,468,757         | \$ 1,469,703         | \$ 1,469,703         |
| LAIF ACCOUNT          |               | INT-INVEST   | Rolling Stock-1011 VANS           | \$ 1,105,552         | \$ 1,106,264         | \$ 1,106,264         |
| LAIF ACCOUNT          |               | INT-INVEST   | Rolling Stock-2013                | \$ 484,847           | \$ 485,159           | \$ 485,159           |
| LAIF ACCOUNT          |               | INT-INVEST   | Martinez Stop Project             | \$ 67,708            | \$ 67,752            | \$ 67,752            |
| LAIF ACCOUNT          |               | INT-INVEST   | Facility Rehab                    | \$ 3,393,797         | \$ 3,395,984         | \$ 3,395,984         |
| LAIF ACCOUNT          |               | INT-INVEST   | SAFE HARBOR LEASE RESERVE         | \$ 1,438,524         | \$ 1,439,451         | \$ 1,439,451         |
|                       |               |              | <b>TOTAL</b>                      | <b>\$ 14,068,602</b> | <b>\$ 14,027,736</b> | <b>\$ 14,027,736</b> |
| <b>CCCTA EMPLOYEE</b> |               |              |                                   |                      |                      |                      |
| First Republic Bank   | 1402153       | INT CHECK    | EMPLOYEE FITNESS FUND             | \$ 10,307            | \$ 10,995            | \$ 10,995            |
| First Republic Bank   | 800-0136-0834 | INT CHECK    | EMPLOYEE FUNCTION                 | \$ 51                | \$ 1                 | \$ 1                 |
|                       |               |              | <b>TOTAL</b>                      | <b>\$ 10,358</b>     | <b>\$ 10,996</b>     | <b>\$ 10,996</b>     |
|                       |               |              | <b>GRAND TOTAL</b>                | <b>\$ 15,939,089</b> | <b>\$ 15,825,831</b> | <b>\$ 15,506,504</b> |

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

  
 Rick Ramacier  
 General Manager  
 DATE 5/23/14

To: Administration and Finance Committee

Date: May 21, 2014

From: Kathy Casenave, Director of Finance

Reviewed by:

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**SUBJECT: Investment Guidelines Document for PARS Post-Retirement Health Care Plan Trust**

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### Summary of Issues:

At the March 4, 2014 meeting, Andrew Brown, Vice President of Highmark Capital Management, and Mitch Barker, Executive Vice President of PARS, reviewed the investment performance of the Authority's trust.

The A&F Committee had selected the Moderately Conservative Index PLUS investment option at the inception of the trust in 2010. The allocation for this option is 20-40% equity, 50-80% fixed income and 0-20% cash.

The attached document communicates in more detail the investment goals and objectives of the trust.

PARS and Highmark Capital request that the committee review and approve the document.

### Recommendation:

Staff recommends that the A&F Committee direct Rick Ramacier, General Manager, to sign the Investment Guidelines Document.



# Investment Guidelines Document

Central Contra Costa Transit Authority

PARS Post-Retirement Health Care Plan

May 2014

# Investment Guidelines Document

## Scope and Purpose

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The purpose of this Investment Guidelines Document is to:

- Facilitate the process of ongoing communication between the Plan Sponsor and its plan fiduciaries;
- Confirm the Plan's investment goals and objectives and management policies applicable to the investment portfolio identified below and obtained from the Plan Sponsor;
- Provide a framework to construct a well-diversified asset mix that can potentially be expected to meet the account's short- and long-term needs that is consistent with the account's investment objectives, liquidity considerations and risk tolerance;
- Identify any unique considerations that may restrict or limit the investment discretion of its designated investment managers;
- Help maintain a long-term perspective when market volatility is caused by short-term market movements.

### Key Plan Sponsor Account Information as of March 31, 2014

|                                 |   |
|---------------------------------|---|
| <b>Plan Sponsor:</b>            | Central Contra Costa Transit Authority  |
| <b>Governance:</b>              | Central Contra Costa Transit Authority Administration and Finance Committee   |
| <b>Plan Name ("Plan"):</b>      | Central Contra Costa Transit Authority PARS Post-Retirement Health Care Plan  |
| <b>Trustee:</b>                 | US Bank<br>Contact: Susan Hughes, 949-224-7209 <a href="mailto:Susan.Hughes@usbank.com">Susan.Hughes@usbank.com</a>   |
| <b>Type of Account:</b>         | GASB 45/Other Post-Employment Benefits Trust  |
| <b>ERISA Status:</b>            | Not subject to ERISA  |
| <b>Market Value of Account:</b> | \$1,237,651   |
| <b>Investment Manager:</b>      | US Bank, as discretionary trustee, has delegated investment management responsibilities to HighMark Capital Management, Inc. ("Investment Manager"), an SEC-registered investment adviser<br>Contact: Andrew Brown, CFA, 415-705-7605<br><a href="mailto:Andrew.brown@highmarkcapital.com">Andrew.brown@highmarkcapital.com</a> |



**Investment Authority:** Except as otherwise noted, the Trustee, US Bank, has delegated investment authority to HighMark Capital Management, an SEC-registered investment adviser. Investment Manager has full investment discretion over the managed assets in the account. Investment Manager is authorized to purchase, sell, exchange, invest, reinvest and manage the designated assets held in the account, all in accordance with account's investment objectives, without prior approval or subsequent approval of any other party(ies).

## **Investment Objectives and Constraints**

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The goal of the Plan's investment program is to generate adequate long-term returns that, when combined with contributions, will result in sufficient assets to pay the present and future obligations of the Plan. The following objectives are intended to assist in achieving this goal:

- The Plan should earn, on a long-term average basis, a rate of return equal to or in excess of the target rate of return of 5.5%.
- The Plan should seek to earn a return in excess of its policy benchmark over the long-term.
- The Plan's assets will be managed on a total return basis which takes into consideration both investment income and capital appreciation. While the Plan Sponsor recognizes the importance of preservation of capital, it also adheres to the principle that varying degrees of investment risk are generally rewarded with compensating returns. To achieve these objectives, the Plan Sponsor allocates its assets (asset allocation) with a strategic, long-term perspective of the capital markets.

**Investment Time Horizon:** Long-term

**Anticipated Cash Flows:** Distributions are expected to be low in the early years of the Plan

**Target Rate of Return:** 5.5% annual target

**Investment Objective:** The primary objective is to maximize total Plan return, subject to the risk and quality constraints set forth herein. The investment objective the Plan Sponsor has selected is the Moderately Conservative Objective, which seeks to provide current income and moderate capital appreciation. The major portion of the assets are committed to income-producing securities. Market fluctuations should be expected.

**Risk Tolerance:** *Moderately Conservative*  
The account's risk tolerance has been rated moderately conservative, which demonstrates that the account can accept modest price fluctuations to pursue its investment objectives.

**Strategic Asset Allocation:** The asset allocation ranges for this objective are listed below:

| <i>Strategic Asset Allocation Ranges</i> |              |             |
|--|--------------|-------------|
| Cash                                     | Fixed Income | Equity      |
| 0-20%                                    | 50%-80%      | 20%-40%     |
| Policy: 5%                               | Policy: 65%  | Policy: 30% |

Market conditions may cause the account's asset allocation to vary from the stated range from time to time. The Investment Manager will rebalance the portfolio no less than quarterly and/or when the actual weighting differs substantially from the strategic range, if appropriate and consistent with your objectives.

**Security Guidelines:**

Equities

With the exception of limitations and constraints described above, Investment Manager may allocate assets of the equity portion of the account among various market capitalizations (large, mid, small) and investment styles (value, growth). Further, Investment Manager may allocate assets among domestic, international developed and emerging market equity securities.

|   |              |
|---|--------------|
| Total Equities                                | 20%-40%      |
| <i>Equity Style</i>                           | <i>Range</i> |
| Domestic Large Cap Equity                     | 10%-30%      |
| Domestic Mid Cap Equity                       | 0%-10%       |
| Domestic Small Cap Equity                     | 0%-12%       |
| International Equity (incl. Emerging Markets) | 0%-12%       |
| Real Estate Investment Trust (REIT)           | 0%-8%        |

Fixed Income

In the fixed income portion of the account, Investment Manager may allocate assets among various sectors and industries, as well as varying maturities and credit quality that are consistent with the overall goals and objectives of the portfolio.

|  |              |
|--|--------------|
| Total Fixed Income                             | 50%-80%      |
| <i>Fixed Income Style</i>                      | <i>Range</i> |
| Long-term bonds (maturities >7 years)          | 0%-30%       |
| Intermediate-term bonds (maturities 3-7 years) | 30%-80%      |
| Short-Term bonds (maturities <3 years)         | 0%-25%       |
| High Yield bonds                               | 0%-6%        |

**Performance Benchmarks:**

The performance of the total Plan shall be measured over a three and five-year periods. These periods are considered sufficient to accommodate the market cycles experienced with investments. The performance shall be compared to the return of the total portfolio blended benchmark shown below.

Total Portfolio Blended Benchmark

|        |                           |
|--------|---------------------------|
| 15.5%  | S&P500 Index              |
| 3.00%  | Russell Mid Cap           |
| 4.50%  | Russell 2000              |
| 2.00%  | MSCI EM FREE              |
| 4.00%  | MSCI EAFE                 |
| 1.00%  | Wilshire REIT             |
| 49.25% | BC US Aggregate           |
| 14.00% | ML 1-3 Year US Corp/Gov't |
| 1.75%  | US High Yield Master II   |
| 5.00%  | Citi 1Mth T-Bill          |

Asset Class/Style Benchmarks

Over a market cycle, the long-term objective for each investment strategy is to add value to a market benchmark. The following are the benchmarks used to monitor each investment strategy:

|                        |                          |
|------------------------|--------------------------|
| Large Cap Equity       | S&P 500 Index            |
| Growth                 | S&P 500 Growth Index     |
| Value                  | S&P 500 Value Index      |
| Mid Cap Equity         | Russell MidCap Index     |
| Growth                 | Russell MidCap Growth    |
| Value                  | Russell MidCap Value     |
| Small Cap Equity       | Russell 2000 Index       |
| Growth                 | Russell 2000 Growth      |
| Value                  | Russell 2000 Value       |
| REITs                  | Wilshire REIT            |
| International Equity   | MSCI EAFE                |
| Investment Grade Bonds | BarCap US Aggregate Bond |
| High Yield             | Credit Suisse High Yield |

**Security Selection**

Investment Manager may utilize a full range of investment vehicles when constructing the investment portfolio, including but not limited to individual securities, mutual funds, and exchange-traded funds. In addition, to the extent permissible, Investment Manager is authorized to invest in shares of mutual funds in which the Investment Manager serves as advisor or sub-adviser.

**Investment Limitations:**

The following investment transactions are prohibited:

- Direct investments in precious metals (precious metals mutual funds and exchange-traded funds are permissible).
- Venture Capital
- Short sales\*
- Purchases of Letter Stock, Private Placements, or direct payments
- Leveraged Transactions\*
- Commodities Transactions Puts, calls, straddles, or other option strategies\*
- Purchases of real estate, with the exception of REITs
- Derivatives, with exception of ETFs\*

*\*Permissible in diversified mutual funds and exchange-traded funds*

**Duties and Responsibilities**

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**Responsibilities of Plan Sponsor**

The Administration and Finance Committee of the Central Contra Costa Transit Authority is responsible for:

- Confirming the accuracy of this Investment Guidelines Document, in writing.
- Advising Trustee and Investment Manager of any change in the plan/account's financial situation, funding status, or cash flows, which could possibly necessitate a change to the account's overall risk tolerance, time horizon or liquidity requirements; and thus would dictate a change to the overall investment objective and goals for the account.
- Monitoring and supervising all service vendors and investment options, including investment managers.
- Avoiding prohibited transactions and conflicts of interest.

**Responsibilities of Trustee**

The plan Trustee is responsible for:

- Valuing the holdings.
- Collecting all income and dividends owed to the Plan.
- Settling all transactions (buy-sell orders).

**Responsibilities of Investment Manager**

The Investment Manager is responsible for:

- Assisting the Administration and Finance Committee with the development and maintenance of this Investment Policy Guideline document.
- Meeting with Administration and Finance Committee to review portfolio structure, holdings, and performance.
- Designing, recommending and implementing an appropriate asset allocation consistent with the investment objectives, time horizon, risk profile, guidelines and constraints outlined in this statement.
- Researching and monitoring investment advisers and investment vehicles.
- Purchasing, selling, and reinvesting in securities held in the account.
- Monitoring the performance of all selected assets.
- Voting proxies, if applicable.

- Recommending changes to any of the above.
- Periodically reviewing the suitability of the investments, being available to meet with the committee at least once each year, and being available at such other times within reason at your request.
- Preparing and presenting appropriate reports.
- Informing the committee if changes occur in personnel that are responsible for portfolio management or research.

## **Acknowledgement and Acceptance**

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I/We being the Plan Sponsor with responsibility for the account(s) held on behalf of the Plan Sponsor specified below, designate Investment Manager as having the investment discretion and management responsibility indicated in relation to all assets of the Plan or specified Account. If such designation is set forth in the Plan/trust, I/We hereby confirm such designation as Investment Manager.

I have read the Investment Guidelines Document, and confirm the accuracy of it, including the terms and conditions under which the assets in this account are to be held, managed, and disposed of by Investment Manager. This Investment Guidelines Document supersedes all previous versions of an Investment Guidelines Document or investment objective instructions that may have been executed for this account.

\_\_\_\_\_ Date: \_\_\_\_\_  
 Plan Sponsor: Central Contra Costa Transit Authority

\_\_\_\_\_ Date: \_\_\_\_\_  
 Investment Manager: Andrew Brown, CFA, Senior Portfolio Manager, (415) 705-7605

# County Connection

## INTER OFFICE MEMO

To: A & F Committee

Date: May 23, 2014

From: Rick Ramacier  
General Manager

Subject: Adjustment to Non-  
Represented Administrative  
Employees Compensation

### **SUMMARY OF ISSUES:**

The non-represented employees consist of County Connection's administrative employees.

It looks reasonably certain that for FY15 the Authority can prudently afford an increase for these non-represented employees.

The General Manager requests a 2% increase for all administrative employees.

### **FINANCIAL IMPLICATIONS:**

The cost for a 2% increase is \$77, 348 this amount is included in the FY15 Budget.

### **ACTION REQUESTED:**

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

**FY 2015 PAYSCALE**

|                 |                                  | <b>STEPS</b> |          |          |          |          |          |          |          |              |
|-----------------|----------------------------------|--------------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <b>GRADE</b>    | <b>POSITION</b>                  | <b>1</b>     | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b>     |
|                 |                                  | <b>(MIN)</b> |          |          |          |          |          |          |          | <b>(MAX)</b> |
| <b>GRADE 12</b> |                                  |              |          |          |          |          |          |          |          |              |
|                 | DIRECTOR OF TRANSPORTATION       | 82,743       |          |          |          |          |          |          |          | 160,000      |
|                 | DIRECTOR OF PLANNING & TECH SERV | 82,743       |          |          |          |          |          |          |          | 160,000      |
|                 | DIRECTOR OF MAINTENANCE          | 82,743       |          |          |          |          |          |          |          | 160,000      |
|                 | DIRECTOR OF FINANCE              | 82,743       |          |          |          |          |          |          |          | 160,000      |
|                 | DIRECTOR OF ADMINISTRATION       | 82,743       |          |          |          |          |          |          |          | 160,000      |
| <b>GRADE 11</b> |                                  |              |          |          |          |          |          |          |          |              |
|                 | SR MGR MARKETING                 | 75,290       |          |          |          |          |          |          |          | 140,000      |
|                 | SR. MGR. OF SPECIALIZED SERVICES | 75,290       |          |          |          |          |          |          |          | 140,000      |
|                 | SR. MGR. OF HUMAN RESOURCES      | 75,290       |          |          |          |          |          |          |          | 140,000      |
|                 | SR. MGR. OF ACCOUNTING           | 75,290       |          |          |          |          |          |          |          | 140,000      |
|                 | SR. MGR. OF TECHNICAL SRVC       | 75,290       |          |          |          |          |          |          |          | 140,000      |
|                 | SR. MGR. OF MAINTENANCE          | 75,290       |          |          |          |          |          |          |          | 140,000      |
|                 | SR. MGR FACILITIES, STORE, PROC. | 75,290       |          |          |          |          |          |          |          | 140,000      |
|                 | SR. MGR. TRANSPORTATION          | 75,290       |          |          |          |          |          |          |          | 140,000      |
| <b>GRADE 10</b> |                                  |              |          |          |          |          |          |          |          |              |
|                 | MGR. SAFETY/TRAINING             | 64,815       |          |          |          |          |          |          |          | 90,725       |
|                 | MGR. ACC SERVICE                 | 64,815       |          |          |          |          |          |          |          | 90,725       |
|                 | MGR. CUST SERVICE                | 64,815       |          |          |          |          |          |          |          | 90,725       |
|                 | MGR. TRANSPORTATION              | 64,815       |          |          |          |          |          |          |          | 90,725       |
|                 | MGR. PLANNING                    | 64,815       |          |          |          |          |          |          |          | 90,725       |
|                 | MGR. TECHNICAL SERVICES          | 64,815       |          |          |          |          |          |          |          | 90,725       |
| <b>GRADE 9</b>  |                                  |              |          |          |          |          |          |          |          |              |
|                 | ASST. MGR. HR                    | 59,643       |          |          |          |          |          |          |          | 81,125       |
|                 | TRAINING COORDINATOR             | 59,643       |          |          |          |          |          |          |          | 81,125       |
|                 | ASST. TO THE GENERAL MANAGER     | 59,643       |          |          |          |          |          |          |          | 81,125       |
|                 | ADM SERV, CIVIL RIGHT CLERK      | 59,643       |          |          |          |          |          |          |          | 81,125       |
|                 | FACILITY SUPERINTENDENT          | 59,643       |          |          |          |          |          |          |          | 81,125       |
|                 | ASST. MGR. CUST SERVICE          | 59,643       |          |          |          |          |          |          |          | 81,125       |
| <b>GRADE 8</b>  |                                  |              |          |          |          |          |          |          |          |              |
|                 | INSTRUCTOR/VIDEO COORD.          | 54,912       | 57,096   | 59,384   | 61,776   | 64,194   | 66,794   | 69,446   | 72,280   |              |
|                 | INFO SYS ADMINISTRATOR           | 54,912       | 57,096   | 59,384   | 61,776   | 64,194   | 66,794   | 69,446   | 72,280   |              |
|                 | LEAD SUPERVISOR                  | 54,912       | 57,096   | 59,384   | 61,776   | 64,194   | 66,794   | 69,446   | 72,280   |              |
|                 | INSTRUCTOR                       | 54,912       | 57,096   | 59,384   | 61,776   | 64,194   | 66,794   | 69,446   | 72,280   |              |
|                 | SENIOR PLANNER                   | 54,912       | 57,096   | 59,384   | 61,776   | 64,194   | 66,794   | 69,446   | 72,280   |              |

**FY 2015 Payscale**

|                |                             | <b>STEPS</b> |        |        |        |        |        |        |        |            |
|----------------|-----------------------------|--------------|--------|--------|--------|--------|--------|--------|--------|------------|
| <b>GRADE</b>   | <b>POSITION</b>             | 1<br>(MIN)   | 2      | 3      | 4      | 5      | 6      | 7      | 8      | 9<br>(MAX) |
|                | COMMUNITY REL. SPEC.        | 54,912       | 57,096 | 59,384 | 61,776 | 64,194 | 66,794 | 69,446 | 72,280 |            |
|                | C.S. SUPERVISOR             | 54,912       | 57,096 | 59,384 | 61,776 | 64,194 | 66,794 | 69,446 | 72,280 |            |
|                | ASST. FACILITIES SUPER.     | 54,912       | 57,096 | 59,384 | 61,776 | 64,194 | 66,794 | 69,446 | 72,280 |            |
|                | GRAPHICS SPECIALIST         | 54,912       | 57,096 | 59,384 | 61,776 | 64,194 | 66,794 | 69,446 | 72,280 |            |
|                | CHIEF SCHEDULER             | 54,912       | 57,096 | 59,384 | 61,776 | 64,194 | 66,794 | 69,446 | 72,280 |            |
|                | BUYER                       | 54,912       | 57,096 | 59,384 | 61,776 | 64,194 | 66,794 | 69,446 | 72,280 |            |
| <b>GRADE 7</b> |                             |              |        |        |        |        |        |        |        |            |
|                | PAYROLL SUPERVISOR          | 49,842       | 51,844 | 53,924 | 56,056 | 58,318 | 60,658 | 63,102 | 65,572 |            |
|                | SERVICE SCHEDULER           | 49,842       | 51,844 | 53,924 | 56,056 | 58,318 | 60,658 | 63,102 | 65,572 |            |
|                | HELP DESK & USER SUPPORT    | 49,842       | 51,844 | 53,924 | 56,056 | 58,318 | 60,658 | 63,102 | 65,572 |            |
|                | HR SPECIALIST               | 49,842       | 51,844 | 53,924 | 56,056 | 58,318 | 60,658 | 63,102 | 65,572 |            |
|                | SR. ACCOUNTING ASSIST.      | 49,842       | 51,844 | 53,924 | 56,056 | 58,318 | 60,658 | 63,102 | 65,572 |            |
|                | TRANSPORTATION COORDINATOR  | 49,842       | 51,844 | 53,924 | 56,056 | 58,318 | 60,658 | 63,102 | 65,572 |            |
| <b>GRADE 6</b> |                             |              |        |        |        |        |        |        |        |            |
|                | DATA ANALYST                | 45,318       | 47,190 | 49,036 | 51,012 | 53,066 | 55,172 | 57,382 | 59,644 |            |
|                | ASST. SCHEDULER             | 45,318       | 47,190 | 49,036 | 51,012 | 53,066 | 55,172 | 57,382 | 59,644 |            |
|                | PAYROLL SPECIALIST          | 45,318       | 47,190 | 49,036 | 51,012 | 53,066 | 55,172 | 57,382 | 59,644 |            |
|                | ADMIN ASST. III             | 45,318       | 47,190 | 49,036 | 51,012 | 53,066 | 55,172 | 57,382 | 59,644 |            |
|                | SENIOR CUSTOMER SERVICE REP | 45,318       | 47,190 | 49,036 | 51,012 | 53,066 | 55,172 | 57,382 | 59,644 |            |
| <b>GRADE 5</b> |                             |              |        |        |        |        |        |        |        |            |
|                | EXECUTIVE SECRETARY         | 41,210       | 42,900 | 44,590 | 46,358 | 48,230 | 50,180 | 52,156 | 54,236 |            |
|                | SR FACILITY WORKER          | 41,210       | 42,900 | 44,590 | 46,358 | 48,230 | 50,180 | 52,156 | 54,236 |            |
|                | C.S REP.                    | 41,210       | 42,900 | 44,590 | 46,358 | 48,230 | 50,180 | 52,156 | 54,236 |            |
|                | ADA SPECIALIST              | 41,210       | 42,900 | 44,590 | 46,358 | 48,230 | 50,180 | 52,156 | 54,236 |            |
|                | ADMIN ASST. II              | 41,210       | 42,900 | 44,590 | 46,358 | 48,230 | 50,180 | 52,156 | 54,236 |            |
| <b>GRADE 4</b> |                             |              |        |        |        |        |        |        |        |            |
|                | SCH. DISTR. CLERK           | 37,440       | 38,922 | 40,508 | 42,094 | 43,784 | 45,500 | 47,372 | 49,270 |            |
| <b>GRADE 3</b> |                             |              |        |        |        |        |        |        |        |            |
|                | SECRETARY/RECEPTIONIST      | 33,982       | 35,334 | 36,764 | 38,220 | 39,754 | 41,366 | 42,978 | 44,720 |            |
|                | DATA PROCESSING SPEC.       | 33,982       | 35,334 | 36,764 | 38,220 | 39,754 | 41,366 | 42,978 | 44,720 |            |
|                | FACILITY WORKER             | 33,982       | 35,334 | 36,764 | 38,220 | 39,754 | 41,366 | 42,978 | 44,720 |            |
|                | LEAD CUSTODIAN              | 33,982       | 35,334 | 36,764 | 38,220 | 39,754 | 41,366 | 42,978 | 44,720 |            |
| <b>GRADE 2</b> |                             |              |        |        |        |        |        |        |        |            |
|                | CUSTODIAN                   | 30,914       | 32,136 | 33,436 | 34,788 | 36,166 | 37,622 | 39,130 | 40,690 |            |
| <b>GRADE 1</b> |                             |              |        |        |        |        |        |        |        |            |
|                | OFFICE ASSISTANT/FILE CLERK | 28,080       | 29,224 | 30,394 | 31,642 | 32,890 | 34,190 | 35,568 | 36,998 |            |



To: A & F Committee

Date: May 23, 2014

From: Rick Ramacier  
General Manager

Subject: Performance Based  
Compensation Pool

### **SUMMARY OF ISSUES:**

The General Manager requests a Performance Based Compensation Pool of \$40,000 for select senior management employees.

This pool would be distributed to high performing senior managers at the discretion of the General Manager. The General Manager will report to the A & F Committee after distributing the pool.

### **FINANCIAL IMPLICATIONS:**

The budgeted amount for the Performance Based compensation Pool is \$40,000. This amount is included in the FY15 Budget.

### **ACTION REQUESTED:**

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

# County Connection

## INTER OFFICE MEMO

**To:** Administration & Finance Committee  
**From:** Kathy Casenave  
Director of Finance

**Date:** May 20, 2014

**SUBJECT: County Connection Income Statements for the Nine Months Ended March 31, 2014**

The attached unaudited Income Statements for the nine months of FY 2014 are presented for your review. The combined actual expenses, Fixed Route and Paratransit, (Schedule 1), **are 5.8% under the year to date budget (\$1,493,810). The expense categories with the most significant variances are:**

|                          |              |         |   |
|--------------------------|--------------|---------|---|
| Operator wages           | \$ 111,390   | 2.0%    | Operator wages are over due to guarantees, overtime, training costs, and contract negotiations. See Schedule 4.       |
| Other wages              | \$( 128,285) | ( 3.2)% | Other wages are lower mainly in Maint. Dept.  |
| Services                 | \$( 420,451) | (24.5)% | Services are lower mainly due to management services expenses, graphics, promotions, legal & outside service repairs. |
| Materials & Supplies     | \$(438,140)  | (15.2)% | Materials and supplies are lower mainly due to diesel fuel (\$471k).  |
| Purchased transportation | \$( 177,130) | ( 4.4)% | Purchased transportation is less lower cost per hour than budgeted and less service hours.                            |

Fixed route and Paratransit revenues and expenses are presented on **Schedules 2 and 3**. Actual expenses are compared to the year-to-date approved budget. Fixed route expenses are 5.9% under budget and Paratransit expenses are 5.2% under budget.

The combined revenues are also under budget. The most significant variances:

|                               |               |          |  |
|-------------------------------|---------------|----------|--|
| Passenger fares/special fares | \$ 9,761      | .3%      | Passenger fares are lower because of lower than expected BART Plus revenue but special fares are higher due to more service provided under reimbursement arrangements. |
| Federal Operating             | \$ 726,185    | 137.0%   | Federal revenue is more because funds remaining from latest bus purchase were converted to preventive maintenance revenue & Paratransit operating.                     |
| TDA revenue earned            | \$(1,919,572) | ( 14.4)% | TDA revenue is lower due to an increase in other revenue and lower than expected expenses.   |
| Measure J                     | \$( 233,462)  | ( 5.6)%  | Measure J is lower mainly due to timing of receipts but also actual allocation will be less than budgeted.   |

### Fixed Route Operator Wages (Schedule 4)

**Schedule 4** compares various components of operator wages with the budget.

- Guarantees are 13% over budget.
- Overtime is 16.4% over budget.
- Training is 35.2% over budget.
- Other wages are 133.7% \$(29K) over budget due to contract negotiations.
- Overall wages for operators are 2.4% more than budget.

**Schedule 6** provides selected statistical information for the current year compared to the last two years:

Fixed route:

- Passenger fares/special fares are 1.5% less than FY 2013 but 2.2% more compared to FY 2012.
- The farebox recovery ratio is lower compared to FY 2013 and FY 2012. The ratio is 16.6% in FY 2014; 17.7% in FY 2013 and 17.4% in FY 2012.
- Operating expenses are 5.2% more than in FY 2013 and 6.5% more than in FY 2012.
- Fixed route revenue hours are 4% more than FY 2013 and 5.9% more than FY 2012.
- The cost per revenue hour has increased 1.2% compared to FY 2013 and .7% compared to FY 2012.
- Passengers have increase 1.6% compared to FY2013 and 4% compared to FY 2012.
- The cost per passenger has increased 3.5% compared to FY 2013 and increased 2.6% compared to FY 2012.
- Passengers per revenue hour have decreased 2.2% compared to FY 2013 and decreased 2% compared to FY 2012.

Paratransit:

- Passenger fares have increased 34.6% compared to FY 2013 and decrease 5.4% compared to FY 2012.
- The farebox ratio is more than FY 2013 and less than FY 2012. The ratio is 12.1% in FY 2014; 9.1% in FY 2013; and 12.7% in FY 2012.
- Expenses have increased 1.5% from the prior year and have decreased .3% compared to FY 2012.
- Revenue hours are 1.3% less than FY 2013 and 7% less than FY 2012.
- Passengers have increased 4.1% compared to FY 2013 and decreased .8% compared to FY 2012.
- The cost per passenger has decreased 2.5% since FY 2013 and increased .5% compared to FY 2012.
- Paratransit passengers per revenue hour have increased 5.5% compared to FY 2013 and 5.8% compared to FY 2012.

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

FY 2014 Year to Date Comparison of Actual vs Budget

For the Nine Months Ended March 31, 2014

## Combined Fixed Route and Paratransit Income Statement

|                            | Actual               | Budget               | Variance              | % Variance   |
|----------------------------|----------------------|----------------------|-----------------------|--------------|
| <b>Revenues</b>            |                      |                      |                       |              |
| Passenger fares            | \$ 2,972,784         | \$ 3,090,315         | \$ (117,531)          | -3.8%        |
| Special fares              | \$ 863,250           | \$ 735,958           | \$ 127,292            | 17.3%        |
|                            | <u>\$ 3,836,034</u>  | <u>\$ 3,826,273</u>  | <u>\$ 9,761</u>       | <u>0.3%</u>  |
| Advertising                | \$ 440,656           | \$ 429,072           | \$ 11,584             | 2.7%         |
| Safe Harbor lease          | \$ 2,674             | \$ 3,750             | \$ (1,076)            | -28.7%       |
| Other revenue              | \$ 96,165            | \$ 86,475            | \$ 9,690              | 11.2%        |
| Federal operating          | \$ 1,256,207         | \$ 530,022           | \$ 726,185            | 137.0%       |
| TDA earned revenue         | \$ 11,424,253        | \$ 13,343,824        | \$ (1,919,572)        | -14.4%       |
| STA revenue                | \$ 2,299,499         | \$ 2,299,499         | \$ (0)                | 0.0%         |
| Measure J                  | \$ 3,955,767         | \$ 4,189,229         | \$ (233,462)          | -5.6%        |
| Other operating assistance | \$ 887,407           | \$ 984,327           | \$ (96,920)           | -9.8%        |
|                            | <u>\$ 20,362,627</u> | <u>\$ 21,866,198</u> | <u>\$ (1,503,571)</u> | <u>-6.9%</u> |
| <b>Total Revenue</b>       | <b>\$ 24,198,661</b> | <b>\$ 25,692,471</b> | <b>\$ (1,493,810)</b> | <b>-5.8%</b> |
| <b>Expenses</b>            |                      |                      |                       |              |
| Wages- Operators           | \$ 5,696,424         | \$ 5,585,034         | \$ 111,390            | 2.0%         |
| Wages-Other                | \$ 3,910,902         | \$ 4,039,187         | \$ (128,285)          | -3.2%        |
|                            | <u>\$ 9,607,326</u>  | <u>\$ 9,624,221</u>  | <u>\$ (16,895)</u>    | <u>-0.2%</u> |
| Fringe Benefits            | \$ 6,078,919         | \$ 6,120,592         | \$ (41,673)           | -0.7%        |
| Services                   | \$ 1,297,455         | \$ 1,717,906         | \$ (420,451)          | -24.5%       |
| Materials & Supplies       | \$ 2,445,926         | \$ 2,884,066         | \$ (438,140)          | -15.2%       |
| Utilities                  | \$ 190,956           | \$ 254,475           | \$ (63,519)           | -25.0%       |
| Insurance                  | \$ 381,445           | \$ 320,882           | \$ 60,564             | 18.9%        |
| Taxes                      | \$ 210,508           | \$ 236,700           | \$ (26,192)           | -11.1%       |
| Interest                   | \$ -                 | \$ -                 | \$ -                  | 0.0%         |
| Leases and Rentals         | \$ 26,381            | \$ 30,525            | \$ (4,144)            | -13.6%       |
| Miscellaneous              | \$ 106,434           | \$ 97,665            | \$ 8,769              | 9.0%         |
| Special Trip Services      | \$ 3,853,311         | \$ 4,030,441         | \$ (177,130)          | -4.4%        |
| <b>Operations</b>          | <b>\$ 24,198,661</b> | <b>\$ 25,317,471</b> | <b>\$ (1,118,811)</b> | <b>-4.4%</b> |
| Contingency Reserve        | \$ -                 | \$ 375,000           | \$ (375,000)          | -100.0%      |
| <b>Total Expenses</b>      | <b>\$ 24,198,661</b> | <b>\$ 25,692,471</b> | <b>\$ (1,493,810)</b> | <b>-5.8%</b> |
| <b>Net Income (Loss)</b>   | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>           |              |

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

## FY 2014 Year to Date Comparison of Actual vs Budget

For the Nine Months Ended March 31, 2014

### Fixed Route Income Statement

|                               | Actual               | Budget               | Variance              | % Variance   |
|-------------------------------|----------------------|----------------------|-----------------------|--------------|
| <b>Revenues</b>               |                      |                      |                       |              |
| Passenger fares               | \$ 2,503,257         | \$ 2,693,236         | \$ (189,979)          | -7.1%        |
| Special fares                 | \$ 863,250           | \$ 735,958           | \$ 127,292            | 17.3%        |
|                               | <u>\$ 3,366,507</u>  | <u>\$ 3,429,194</u>  | <u>\$ (62,687)</u>    | <u>-1.8%</u> |
| Advertising                   | \$ 440,656           | \$ 429,072           | \$ 11,584             | 2.7%         |
| Safe Harbor lease             | \$ 2,674             | \$ 3,750             | \$ (1,076)            | -28.7%       |
| Other revenue                 | \$ 96,121            | \$ 86,250            | \$ 9,871              | 11.4%        |
| Federal operating             | \$ 242,637           | \$ 22,500            | \$ 220,137            | 978.4%       |
| TDA earned revenue            | \$ 10,815,121        | \$ 11,954,617        | \$ (1,139,496)        | -9.5%        |
| STA revenue                   | \$ 1,612,412         | \$ 1,612,412         | \$ (0)                | 0.0%         |
| Measure J                     | \$ 2,974,401         | \$ 3,211,741         | \$ (237,340)          | -7.4%        |
| Other operating assistance    | \$ 755,173           | \$ 835,151           | \$ (79,978)           | -9.6%        |
|                               | <u>\$ 16,939,195</u> | <u>\$ 18,155,493</u> | <u>\$ (1,216,298)</u> | <u>-6.7%</u> |
| <b>Total Revenue</b>          | <b>\$ 20,305,702</b> | <b>\$ 21,584,687</b> | <b>\$ (1,278,985)</b> | <b>-5.9%</b> |
| Wages- Operators              | \$ 5,696,424         | \$ 5,585,034         | \$ 111,390            | 2.0%         |
| Wages-Other                   | \$ 3,836,538         | \$ 3,970,937         | \$ (134,399)          | -3.4%        |
|                               | <u>\$ 9,532,962</u>  | <u>\$ 9,555,971</u>  | <u>\$ (23,009)</u>    | <u>-0.2%</u> |
| Fringe Benefits               | \$ 6,042,272         | \$ 6,084,094         | \$ (41,822)           | -0.7%        |
| Services                      | \$ 1,280,454         | \$ 1,690,208         | \$ (409,754)          | -24.2%       |
| Materials & Supplies          | \$ 2,444,910         | \$ 2,881,816         | \$ (436,906)          | -15.2%       |
| Utilities                     | \$ 177,874           | \$ 238,500           | \$ (60,626)           | -25.4%       |
| Insurance                     | \$ 381,445           | \$ 320,882           | \$ 60,564             | 18.9%        |
| Taxes                         | \$ 210,417           | \$ 236,250           | \$ (25,833)           | -10.9%       |
| Leases and Rentals            | \$ 26,381            | \$ 30,525            | \$ (4,144)            | -13.6%       |
| Miscellaneous                 | \$ 106,111           | \$ 96,975            | \$ 9,136              | 9.4%         |
| Special Trip Services         | \$ 102,876           | \$ 74,468            | \$ 28,409             | 38.1%        |
| <b>Operations</b>             | <b>\$ 20,305,702</b> | <b>\$ 21,209,687</b> | <b>\$ (903,985)</b>   | <b>-4.3%</b> |
| Contingency Reserve           |                      | \$ 375,000           | \$ (375,000)          | -100.0%      |
| <b>Total Expenses</b>         | <b>\$ 20,305,702</b> | <b>\$ 21,584,687</b> | <b>\$ (1,278,985)</b> | <b>-5.9%</b> |
| <b>Net Income (Loss)</b>      | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>           |              |
| <b>Revenue Hours</b>          | <b>165,757</b>       | <b>161,819</b>       | <b>3,938</b>          | <b>2.4%</b>  |
| <b>Cost per Rev Hr</b>        | <b>\$ 122.34</b>     | <b>\$ 133.20</b>     | <b>\$ (10.86)</b>     | <b>-8.2%</b> |
| <b>Passengers</b>             | <b>2,489,706</b>     | <b>2,481,623</b>     | <b>8,083</b>          | <b>0.3%</b>  |
| <b>Cost per Passenger</b>     | <b>\$ 8.15</b>       | <b>\$ 8.69</b>       | <b>\$ (0.54)</b>      | <b>-6.2%</b> |
| <b>Passengers per Rev Hr</b>  | <b>15.02</b>         | <b>15.34</b>         | <b>(0.32)</b>         | <b>-2.1%</b> |
| <b>Farebox recovery ratio</b> | <b>16.6%</b>         | <b>15.9%</b>         | <b>0.7%</b>           | <b>4.3%</b>  |

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

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

## FY 2014 Year to Date Comparison of Actual vs Budget

For the Nine Months Ended March 31, 2014

### *Paratransit Income Statement*

|   | Actual              | Budget           | Variance         | % Variance    |
|---|---------------------|------------------|------------------|---------------|
| <b>Revenues</b>                           |                     |                  |                  |               |
| Passenger fares                           | \$ 469,527          | \$ 397,079       | \$ 72,448        | 18.2%         |
|   | \$ 469,527          | 397,079          | 72,448           | 18.2%         |
| Advertising                               |                     | -                | -                |               |
| Other revenue                             | \$ 44               | 225              | (181)            | -80.4%        |
| Federal operating                         | \$ 1,013,570        | 507,522          | 506,048          | 99.7%         |
| TDA earned revenue                        | \$ 609,132          | 1,389,207        | (780,076)        | -56.2%        |
| STA revenue                               | \$ 687,087          | 687,087          | -                | 0.0%          |
| Measure J                                 | \$ 981,366          | 977,488          | 3,878            | 0.4%          |
| Other operating assistance                | \$ 132,234          | 149,176          | (16,942)         | -11.4%        |
|   | \$ 3,423,432        | 3,710,705        | (287,273)        | -7.7%         |
| <b>Total Revenue</b>                      | <b>\$ 3,892,959</b> | <b>4,107,784</b> | <b>(214,825)</b> | <b>-5.2%</b>  |
| <b>Expenses</b>                           |                     |                  |                  |               |
| Wages- Operators                          |                     |                  | -                | 0.0%          |
| Wages-Other                               | \$ 74,364           | 68,250           | 6,114            | 9.0%          |
|   | \$ 74,364           | 68,250           | 6,114            | 9.0%          |
| Fringe Benefits                           | \$ 36,647           | 36,498           | 149              | 0.4%          |
| Services                                  | \$ 17,001           | 27,698           | (10,697)         | -38.6%        |
| Materials & Supplies                      | \$ 1,016            | 2,250            | (1,234)          | -54.8%        |
| Utilities                                 | \$ 13,082           | 15,975           | (2,893)          | -18.1%        |
| Taxes                                     | \$ 91               | 450              | (359)            | -79.8%        |
| Miscellaneous                             | \$ 323              | 690              | (367)            | -53.2%        |
| Special Trip Services                     | \$ 3,750,435        | 3,955,973        | (205,538)        | -5.2%         |
| <b>Total Expenses</b>                     | <b>\$ 3,892,959</b> | <b>4,107,784</b> | <b>(214,825)</b> | <b>-5.2%</b>  |
| <b>Net Income (Loss)</b>                  | <b>\$ -</b>         | <b>\$ -</b>      | <b>\$ -</b>      |               |
| <br>                                      |                     |                  |                  |               |
| <b>Revenue Hours</b>                      | <b>55,254</b>       | <b>56,525</b>    | <b>(1,271)</b>   | <b>-2.2%</b>  |
| <b>Cost per Rev Hr</b>                    | <b>\$ 70.46</b>     | <b>\$ 72.67</b>  | <b>\$ (2.22)</b> | <b>-3.0%</b>  |
| <b>Passengers</b>                         | <b>111,297</b>      | <b>102,341</b>   | <b>8,956</b>     | <b>8.8%</b>   |
| <b>Cost per Passenger</b>                 | <b>\$ 34.98</b>     | <b>\$ 40.14</b>  | <b>\$ (5.16)</b> | <b>-12.9%</b> |
| <b>Passengers per Rev Hr</b>              | <b>2.01</b>         | <b>1.81</b>      | <b>0.20</b>      | <b>11.3%</b>  |
| <b>Farebox ratio</b>                      | <b>12.1%</b>        | <b>9.7%</b>      | <b>2.4%</b>      | <b>24.8%</b>  |
| <i>(fares,spec fares/Oper exp-leases)</i> |                     |                  |                  |               |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**Operator Wages**  
**For the Nine Months Ended March 31, 2014**

|                         | Year to Date        |                     | Variance          | % Variance  |
|-------------------------|---------------------|---------------------|-------------------|-------------|
|                         | Actual              | Budget              |                   |             |
| Platform/report/turn in | \$ 4,455,257        | \$ 4,464,801        | \$ (9,544)        | -0.2%       |
| Guarantees              | 274,422             | \$ 242,959          | 31,463            | 13.0%       |
| Overtime                | 209,744             | \$ 180,183          | 29,561            | 16.4%       |
| Spread                  | 129,940             | \$ 125,149          | 4,791             | 3.8%        |
| Protection              | 262,267             | \$ 265,771          | (3,504)           | -1.3%       |
| Travel                  | 174,374             | \$ 158,837          | 15,537            | 9.8%        |
| Training                | 138,794             | \$ 102,635          | 36,159            | 35.2%       |
| Other Misc              | 51,626              | \$ 22,093           | 29,533            | 133.7%      |
|                         | <b>\$ 5,696,424</b> | <b>\$ 5,562,428</b> | <b>\$ 133,996</b> | <b>2.4%</b> |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
*Other Revenue; Other Operating Assistance; Miscellaneous Expenses*  
**For the Nine Months Ended March 31, 2014**

**Other Revenue**

|                                 |          |
|---------------------------------|----------|
| Investment income (interest)    | \$ 9,145 |
| ADA Database Management revenue | 75,000   |
| Sale of Assets                  | 2,250    |
| Paypal Shipping revenue         | 1,800    |
| RTC Card revenue                | 1,330    |
| Warranty repairs reimbursement  | 2,965    |
| Recycling                       | 1,996    |
| Vending machine commission      | 889      |
| Credit card rebate              | 105      |
| Accounts payable discount       | 90       |
| Various                         | 595      |

\$ 96,165

**Other Operating Assistance**

|                                      |            |
|--------------------------------------|------------|
| RM2                                  | \$ 109,002 |
| Caltrans planning grant              | 85,479     |
| BART feeder revenue                  | 488,397    |
| ADA BART                             | 132,234    |
| Lifeline grant                       | 23,302     |
| Adaptive service planning grant-CCTA | 48,993     |

\$ 887,407

**Miscellaneous Expenses**

|                      |           |
|----------------------|-----------|
| Board Travel Expense | \$ 5,637  |
| Staff Travel Expense | \$ 29,461 |
| CTA Dues             | \$ 12,325 |
| APTA Dues            | \$ 20,457 |
| Employee functions   | \$ 31,242 |
| Employee Awards/pins | \$ 1,829  |
| Paypal fees          | \$ 2,751  |
| Training             | \$ 1,576  |
| Various other        | \$ 1,156  |

\$ 106,434



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2014 Year to Date Comparison of FY 2013 Actual & FY 2012 Actual**  
**Statistics**  
**For the Nine Months Ended March 31, 2014**

|  | Actual<br>FY2014 | Actual<br>FY2013 | Variance<br>Actual 2014 to<br>Actual 2013 | Actual<br>FY2012 | Variance<br>Actual 2014 to<br>Actual 2012 |
|--|------------------|------------------|---|------------------|---|
|--|------------------|------------------|---|------------------|---|

**Fixed Route**

|                                 |                     |                     |              |                     |             |
|---------------------------------|---------------------|---------------------|--------------|---------------------|-------------|
| Fares                           | \$ 2,503,257        | \$ 2,651,756        | -5.6%        | \$ 2,578,252        | -3.0%       |
| Special Fares                   | 863,250             | \$ 766,783          | 12.6%        | 714,963             | 17.2%       |
| <b>Total Fares</b>              | <b>\$ 3,366,507</b> | <b>\$ 3,418,539</b> | <b>-1.5%</b> | <b>\$ 3,293,215</b> | <b>2.2%</b> |
| <i>Fares box recovery ratio</i> | <i>16.6%</i>        | <i>17.7%</i>        | -6.4%        | <i>17.4%</i>        | -4.6%       |
| Operating Exp (Less leases)     | \$ 20,279,321       | \$ 19,270,864       | 5.2%         | \$ 18,960,852       | 6.5%        |
| Revenue Hours                   | 165,757             | 159,406             | 4.0%         | 156,003             | 5.9%        |
| Cost per Rev Hour               | \$ 122.34           | \$ 120.89           | 1.2%         | \$ 121.54           | 0.7%        |
| Passengers                      | 2,489,706           | 2,449,418           | 1.6%         | 2,390,545           | 4.0%        |
| Cost per Passenger              | \$ 8.15             | \$ 7.87             | 3.5%         | \$ 7.93             | 2.6%        |
| Passengers per Rev Hr           | 15.02               | 15.37               | -2.2%        | 15.32               | -2.0%       |

**Paratransit**

|                                 |              |              |       |              |       |
|---------------------------------|--------------|--------------|-------|--------------|-------|
| Fares                           | \$ 469,527   | \$ 348,781   | 34.6% | \$ 494,830   | -5.4% |
| <i>Fares box recovery ratio</i> | <i>12.1%</i> | <i>9.1%</i>  | 32.7% | <i>12.7%</i> | -5.1% |
| Operating Exp (Less leases)     | \$ 3,892,959 | \$ 3,836,975 | 1.5%  | \$ 3,904,372 | -0.3% |
| Revenue Hours                   | 55,254       | 55,986       | -1.3% | 59,095       | -7.0% |
| Cost per Rev Hour               | \$ 70.46     | \$ 68.53     | 2.8%  | \$ 66.07     | 6.2%  |
| Passengers                      | 111,297      | 106,910      | 4.1%  | 112,138      | -0.8% |
| Cost per Passenger              | \$ 34.98     | \$ 35.89     | -2.5% | \$ 34.82     | 0.5%  |
| Passengers per Rev Hr           | 2.01         | 1.91         | 5.5%  | 1.90         | 5.8%  |

To: ADMINISTRATION AND FINANCE COMMITTEE Date: May 23, 2014  
From: Kathy Casenave, Director of Finance Reviewed by:

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### **SUBJECT: Proposed Final FY 2015 Budget**

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#### **FY 2015 Proposed Budget & FY 2014 Estimated Actual**

The FY 2015 operating budget totals \$35,065,338. Of this, fixed route is \$29,816,259 and Paratransit is \$5,249,079. Included in the fixed route budget is a contingency line item of \$883,126.

- Fixed route expenses for FY 2015 are projected to be \$1,923,722 (6.9%) more than the estimated actual for FY 2014.
- Paratransit expenses are projected to be \$35,134 (.7%) more than the estimate actual for FY 2014.

The FY 2014 operating budget is \$33,873,906 which included a contingency line item of \$500,000. The actual operating expenses are projected to be under budget by \$767,425 (2.3%).

- Fixed route expenses for FY 2014 are estimated to be \$504,323 (1.8%) less than the budget.
- Paratransit expenses for FY 2014 are estimated to be \$263,102 (4.8%) less than the budget.

#### **Operating Expenses Page 2-**

Fixed route operating expenses for FY 2015 are budgeted to be \$1.9 million more than FY 2014 estimated actual. Significant *increases* include:

- Wages, \$535K; 4.3%
- Fringe benefits, \$282K; 3.4%- chiefly cafeteria plan; also increases in PERS, paid absences, workers comp
- Materials, \$518K; 15.1%- \$375K diesel fuel; \$91K repair parts.
- Purchased transportation-Fixed route, \$50K; 36%- Full year of service for Alamo Creek. This service will be reimbursed.
- Contingency, \$884K- The FY 2014 budget included a \$500K contingency that will not be used. The Final FY 2015 budget includes an \$883K contingency.

Significant *decreases* in Fixed route expenses include:

- Services, \$191K; 8.7%- Largely due to special planning expense; also legal, and outside service repairs
- Casualty and Liability, \$180K; 27.8%- Reduction in claims losses.

Paratransit operating expenses for FY 2015 are budgeted to be \$35K more than FY 2014 based on the recent contract.

### **Changes in Operating Expenses from the May draft:**

FY 2015 Operating Expenses have been *increased* by \$372K principally due to an increase in the Contingency line item:

- The Contingency line item was *increased* by \$383K to agree to the amount of TDA revenue requested in the TDA claim. The claim was based on the April draft. Since that draft, fixed route expenses have been reduced by \$146K, Paratransit expenses have been reduced by \$155K and other types of revenue have been increased by \$82K.
- Fixed route expenses have been *decreased* by \$11K- a net of a \$20K *decrease* in promotions and a \$9K increase in the employee wellness program.

There are no changes to the FY 2014 estimated actual expenses.

### **Operating Revenues, Page 3**

- Fare revenue for FY 2014 is estimated to be \$201K under budget, mainly due to BART Plus revenue. The revenue for FY 2014 is significantly lower than budgeted and includes a negative adjustment for the FY 2013 receivable.
- Special fare revenue for FY 2014 is estimated to be \$155K more than budgeted because of an increase in service for ACE and partial year of service for Alamo Creek. FY 2015 is expected to be \$114K more than FY 2014 due to a full year of Alamo Creek service and increases in rates for various contracts.
- FY 2014 FTA preventive maintenance revenue is \$520K more than budgeted due to conversion of left over funds from a prior bus purchase. No revenue is expected in FY 2015.
- FY 2014 FTA Paratransit operating revenue is \$675K more than budgeted due to conversion of left over funds from a prior bus purchase.

### **Changes in Operating Revenues from the May draft:**

FY 2015 Operating revenues have been *increased* by \$372K:

- TDA revenue has been increased by \$355K. This brings the total to \$16,826,006- the amount in the April draft and the amount requested in the TDA claim.
- Fixed route fare revenue has been *increased* by \$44K.
- Measure J has been *decreased* by \$27K.

FY 2014 Fixed route passenger fares have been *increased* by \$65K and TDA revenue used has been *decreased* by \$65K for no net change.

### **Key Assumptions for the Ten Year Forecast-Page 8**

- Passenger fares are increased 2% annually for Fixed route and 3% for Paratransit. Fares increases are projected for FY 2016, 2019, and 2022.
- STA revenue for FY 2015 is estimated by MTC; a 2.5% growth rate is assumed in the out years.
- 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- 4.03% for FY 2016-FY 2019, and 4.54% for FY 2012 and beyond.-

- The allocation formula for Paratransit federal operating revenue has been significantly improved. The result is a projected \$5.5 million increase for the FY 2015- FY 2022 years compared to the June 2013 forecast.

**Changes in FY 2014-FY 2023 Operations from the May draft:**

The minor changes in estimates for fare revenue, Measure J and operating expenses for FY 2015 have affected the out years because FY 2015 is used as a basis for projecting future revenue and expenses. The net effect has been positive- the need to use TDA 4.0 for operations (Line 46) has been reduced by \$1.1 million for the FY 2014- FY 2023 period.

**Capital Projects:**

There have been no changes from the May draft.

- The FY 2015- FY 2023 capital program is projected to be \$67 million, of which \$56 million is for replacement of fixed route and Paratransit vehicles.
- The source of funding for the capital program is Federal grants, \$45 million, TDA revenue, \$12 million, and the balance in a variety of other sources.

**TDA Reserve, Page 10**

The TDA reserve is projected to \$12.051 million at the end of FY 2023. This is equal to 3.4 months of FY 2023 operating expenses.

**ACTION REQUESTED:**

**Staff requests that the A&F Committee forward the budget to the Board of Directors with a recommendation of approval.**

# Operating and Capital Budget

Fiscal Year 2015



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

Concord, California

May 22, 2014

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2015 Budget**  
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**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2015 BUDGET SUMMARY**

|                    | <b>EST/ACTUAL</b>    | <b>APPROVED</b>      | <b>%</b>        | <b>PROPOSED</b>      | <b>FY 2014 BUD</b>  |
|--------------------|----------------------|----------------------|-----------------|----------------------|---------------------|
|                    | <b>FY 2014</b>       | <b>BUDGET</b>        | <b>VARIANCE</b> | <b>BUDGET</b>        | <b>OVER/(UNDER)</b> |
|                    |                      | <b>FY 2014</b>       |                 | <b>FY 2015</b>       | <b>EST ACT</b>      |
| <b>Operations</b>  |                      |                      |                 |                      |                     |
| Fixed Route        | \$ 27,892,537        | \$ 28,396,860        | -1.8%           | \$ 29,816,259        | 6.9%                |
| Paratransit        | \$ 5,213,944         | \$ 5,477,046         | -4.8%           | \$ 5,249,079         | 0.7%                |
| <b>Subtotal</b>    | <b>\$ 33,106,481</b> | <b>\$ 33,873,906</b> | <b>-2.3%</b>    | <b>\$ 35,065,338</b> | <b>5.9%</b>         |
| <b>Capital</b>     |                      |                      |                 |                      |                     |
| Fixed Route        | \$ 19,403,000        | \$ 24,755,700        | -21.6%          | \$ 21,977,540        | 13.3%               |
| Paratransit        | \$ -                 | \$ -                 |                 | \$ 358,938           | 100.0%              |
| <b>Subtotal</b>    | <b>\$ 19,403,000</b> | <b>\$ 24,755,700</b> | <b>-21.6%</b>   | <b>\$ 22,336,478</b> | <b>15.1%</b>        |
| <b>Grand Total</b> | <b>\$ 52,509,481</b> | <b>\$ 58,629,606</b> | <b>-10.4%</b>   | <b>\$ 57,401,816</b> | <b>9.3%</b>         |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY 2015 BUDGET - OPERATING EXPENDITURES**

| Category                 | ACTUAL<br>FY 2013    | EST/ACT<br>FY 2014   | APPROVED<br>BUDGET FY 2014 | EST/ACT over(under)<br>Amount +/- | Budget<br>% +/- | PROPOSED<br>BUDGET FY 2015 | FY2014 vs 2013 EstActual<br>Amount +/- | % +/-       |
|--------------------------|----------------------|----------------------|----------------------------|-----------------------------------|-----------------|----------------------------|--|-------------|
| <b>Fixed Route</b>       |                      |                      |                            |                                   |                 |                            |  |             |
| Wages                    | 12,093,546           | 12,334,413           | 12,480,718                 | (146,305)                         | -1.2%           | 12,869,319                 | 534,906                                | 4.3%        |
| Fringe benefits          | 7,196,515            | 8,328,579            | 7,979,159                  | 349,420                           | 4.4%            | 8,610,183                  | 281,604                                | 3.4%        |
| Total Wages and benefits | 19,290,061           | 20,662,992           | 20,459,877                 | 203,115                           | 1.0%            | 21,479,502                 | 816,510                                | 4.0%        |
| Services                 | 2,040,601            | 2,205,923            | 2,253,610                  | (47,687)                          | -2.1%           | 2,014,994                  | (190,929)                              | -8.7%       |
| Materials and supplies   | 3,134,276            | 3,446,192            | 3,853,240                  | (407,048)                         | -10.6%          | 3,964,935                  | 518,743                                | 15.1%       |
| Utilities                | 285,811              | 297,429              | 318,000                    | (20,571)                          | -6.5%           | 322,000                    | 24,571                                 | 8.3%        |
| Casualty and liability   | 381,485              | 648,724              | 427,843                    | 220,881                           | 51.6%           | 468,507                    | (180,217)                              | -27.8%      |
| Taxes                    | 318,777              | 323,334              | 315,000                    | 8,334                             | 2.6%            | 325,000                    | 1,666                                  | 0.5%        |
| Leases and rentals       | 38,175               | 39,220               | 40,700                     | (1,480)                           | -3.6%           | 40,700                     | 1,480                                  | 3.8%        |
| Miscellaneous            | 129,039              | 130,688              | 129,300                    | 1,388                             | 1.1%            | 129,700                    | (988)                                  | -0.8%       |
| Purchased transportation | 96,822               | 138,035              | 99,290                     | 38,745                            | 39.0%           | 187,795                    | 49,760                                 | 36.0%       |
| Total Other Expenses     | 6,424,986            | 7,229,545            | 7,436,983                  | (207,438)                         | -2.8%           | 7,453,631                  | 224,086                                | 3.1%        |
| Subtotal                 | 25,715,047           | 27,892,537           | 27,896,860                 | (4,323)                           | 0.0%            | 28,933,133                 | 1,040,596                              | 3.7%        |
| Contingency              |                      |                      | 500,000                    | (500,000)                         | -100.0%         | 883,126                    | 883,126                                |             |
| Subtotal                 | 25,715,047           | 27,892,537           | 28,396,860                 | (504,323)                         | -1.8%           | 29,816,259                 | 1,923,722                              | 6.90%       |
| <b>Paratransit</b>       |                      |                      |                            |                                   |                 |                            |  |             |
| Wages                    | 91,579               | 94,800               | 91,000                     | 3,800                             | 4.2%            | 93,317                     | (1,483)                                | -1.6%       |
| Fringe benefits          | 45,552               | 47,775               | 48,664                     | (889)                             | -1.8%           | 53,155                     | 5,381                                  | 11.3%       |
| Total Wages and benefits | 137,131              | 142,575              | 139,664                    | 2,911                             | 2.1%            | 146,472                    | 3,898                                  | 2.7%        |
| Services                 | 18,813               | 27,700               | 36,932                     | (9,232)                           | -25.0%          | 21,520                     | (6,180)                                | -22.3%      |
| Materials and supplies   | 3,500                | 3,700                | 3,000                      | 700                               | 23.3%           | 3,800                      | 100                                    | 2.7%        |
| Utilities                | 18,651               | 20,300               | 21,300                     | (1,000)                           | -4.7%           | 20,800                     | 500                                    | 2.5%        |
| Taxes                    | 330                  | 600                  | 600                        | 0                                 | 0.0%            | 600                        | 0                                      | 0.0%        |
| Miscellaneous            | (155)                | 920                  | 920                        | 0                                 | 0.0%            | 930                        | 10                                     | 1.1%        |
| Purchased transportation | 4,947,725            | 5,018,150            | 5,274,630                  | (256,480)                         | -4.9%           | 5,054,956                  | 36,806                                 | 0.7%        |
| Total Other Expenses     | 4,988,864            | 5,071,370            | 5,337,382                  | (266,012)                         | -5.0%           | 5,102,606                  | 31,237                                 | 0.6%        |
| Subtotal                 | 5,125,995            | 5,213,944            | 5,477,046                  | (263,102)                         | -4.8%           | 5,249,079                  | 35,134                                 | 0.7%        |
| <b>Total</b>             | <b>\$ 30,841,042</b> | <b>\$ 33,106,481</b> | <b>\$ 33,873,906</b>       | <b>\$ (767,425)</b>               | <b>-2.3%</b>    | <b>\$ 35,065,338</b>       | <b>\$ 1,958,857</b>                    | <b>5.9%</b> |



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY 2015 BUDGET- OPERATING REVENUES**

| Category                    | ACT<br>FY 2013       | EST/ACT<br>FY 2014   | APPROVED<br>BUDGET FY 2014 | EST/ACT over(under)<br>Amount +/- | Budget<br>% +/- | PROPOSED<br>BUDGET FY 2015 | FY2013 vs 2012 Est<br>Amount +/- | Actual<br>% +/- |
|-----------------------------|----------------------|----------------------|----------------------------|-----------------------------------|-----------------|----------------------------|----------------------------------|-----------------|
| <b>Fixed Route</b>          |                      |                      |                            |                                   |                 |                            |                                  |                 |
| Fare revenue                | 3,579,640            | 3,428,100            | 3,629,698                  | (201,598)                         | -5.6%           | 3,535,500                  | 107,400                          | 3.1%            |
| Special service revenue     | 1,061,608            | 1,134,450            | 979,654                    | 154,796                           | 15.8%           | 1,248,564                  | 114,114                          | 10.1%           |
| Advertising revenue         | 4,641,248            | 4,562,550            | 4,609,352                  | (46,802)                          | -1.0%           | 4,784,064                  | 221,514                          | 4.6%            |
| Non-Operating rev           | 574,912              | 587,212              | 572,096                    | 15,116                            | 2.6%            | 592,212                    | 5,000                            | 0.9%            |
| FTA Section 5303            | 152,259              | 120,000              | 120,000                    | -                                 | 0.0%            | 120,000                    | -                                | 0.0%            |
| FTA Preventive Maintenance  | 30,000               | 30,000               | 30,000                     | (30,000)                          | -100.0%         | 30,000                     | 30,000                           | 100.0%          |
| Other State Grants          | 2,002,433            | 520,106              | 520,106                    | 520,106                           |                 |                            | (520,106)                        | -100.0%         |
| STA Pop                     | 116,919              | 116,919              | 117,000                    | (81)                              | 0.0%            | 116,919                    | -                                | 0.0%            |
| TDA 4.0                     | 2,651,904            | 2,149,883            | 2,149,883                  | -                                 | 0.0%            | 2,068,547                  | (81,336)                         | -3.8%           |
| Measure J                   | 10,266,085           | 14,829,001           | 15,519,673                 | (690,672)                         | -4.5%           | 16,826,006                 | 1,997,005                        | 13.5%           |
| BART Express Funds          | 3,791,969            | 4,120,779            | 4,282,321                  | (161,543)                         | -3.8%           | 4,276,576                  | 155,798                          | 3.78%           |
| Dougherty Valley revenue    | 603,978              | 651,196              | 651,196                    | -                                 | 0.0%            | 697,596                    | 46,400                           | 7.1%            |
| Other Local Grants          | 169,604              | 66,250               | 200,000                    | (200,000)                         | -100.0%         | 0                          | -                                | 0.0%            |
| RM 2/Other- Express         | 145,339              | 145,339              | 145,339                    | 66,250                            | 100.0%          | 159,000                    | 92,750                           | 140.0%          |
| Lifeline                    | 684,000              | 23,302               | 0                          | -                                 | 0.0%            | 145,339                    | -                                | 0.0%            |
| Subtotal                    | 25,713,731           | 27,892,537           | 28,396,860                 | (504,324)                         | -1.8%           | 29,816,259                 | 1,923,722                        | 6.9%            |
| <b>Paratransit</b>          |                      |                      |                            |                                   |                 |                            |                                  |                 |
| Fare revenue                | 478,120              | 605,384              | 529,439                    | 75,945                            | 14.3%           | 551,192                    | (54,192)                         | -9.0%           |
| Non-Operating revenue       | 45                   | 100                  | 300                        | (200)                             | -66.7%          | 100                        | -                                | 0.0%            |
| FTA Section 5307            | 667,479              | 1,351,426            | 676,696                    | 674,730                           | 99.7%           | 1,288,998                  | (62,428)                         | -4.6%           |
| TDA 4.5                     | 638,144              | 858,430              | 858,430                    | -                                 | 0.0%            | 766,150                    | (92,280)                         | -10.7%          |
| TDA 4.0                     | 808,838              | -                    | 993,848                    | (993,848)                         | -100.0%         | -                          | -                                | 100.0%          |
| Measure J                   | 1,170,229            | 1,308,488            | 1,303,317                  | 5,171                             | 0.4%            | 1,350,877                  | 42,389                           | 3.24%           |
| STA Paratransit & Rev based | 1,177,261            | 916,116              | 916,116                    | -                                 | 0.0%            | 1,114,282                  | 198,166                          | 21.6%           |
| BART ADA Service/Other      | 185,879              | 174,000              | 198,900                    | (24,900)                          | -12.5%          | 177,480                    | 3,480                            | 2.0%            |
| Subtotal                    | 5,125,995            | 5,213,944            | 5,477,046                  | (263,102)                         | -4.8%           | 5,249,079                  | 35,135                           | 0.7%            |
| <b>Total</b>                | <b>\$ 30,839,726</b> | <b>\$ 33,106,481</b> | <b>\$ 33,873,906</b>       | <b>\$ (767,426)</b>               | <b>-2.4%</b>    | <b>\$ 35,065,338</b>       | <b>\$ 1,958,857</b>              | <b>5.9%</b>     |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2015 Revenue Source Utilization**

|  | Anticipated Revenue  | Anticipated Utilization | Difference         |
|--|----------------------|-------------------------|--------------------|
| <b>Fixed Route</b>                         |                      |                         |                    |
| Fare revenue                               | \$ 3,535,500         | \$ 3,535,500            | 0                  |
| Special service revenue                    | 1,248,564            | 1,248,564               | 0                  |
| Advertising Revenue                        | 592,212              | 592,212                 | 0                  |
| Non-Operating revenue                      | 120,000              | 120,000                 | 0                  |
| FTA Section 5303                           | 30,000               | 30,000                  | 0                  |
| FTA Preventive Maintenance                 | 0                    | 0                       | 0                  |
| Other State Grants                         | 116,919              | 116,919                 | 0                  |
| STA Pop                                    | 2,068,547            | 2,068,547               | 0                  |
| TDA 4.0                                    | 16,440,852           | 16,826,006              | (385,154)          |
| Measure J                                  | 4,276,576            | 4,276,576               | 0                  |
| BART Express Funds                         | 697,596              | 697,596                 | 0                  |
| Dougherty Valley grants                    | 0                    | 0                       | 0                  |
| Other Local Grants                         | 159,000              | 159,000                 | 0                  |
| RM2- Express                               | 145,339              | 145,339                 | 0                  |
| Lifeline-CCTA                              | 0                    | 0                       | 0                  |
| <b>Total Fixed Route Operating Revenue</b> | <b>\$ 29,431,105</b> | <b>\$ 29,816,259</b>    | <b>\$(385,154)</b> |
| <b>Paratransit</b>                         |                      |                         |                    |
| Fare revenue                               | \$ 551,192           | \$ 551,192              | 0                  |
| Non-operating revenue                      | 100                  | 100                     | 0                  |
| FTA Section 5307                           | 1,288,998            | 1,288,998               | 0                  |
| TDA 4.5                                    | 766,150              | 766,150                 | 0                  |
| TDA 4.0                                    | 0                    | -                       | 0                  |
| Measure J                                  | 1,350,877            | 1,350,877               | 0                  |
| STA Paratransit                            | 1,114,282            | 1,114,282               | 0                  |
| BART ADA Service/other                     | 177,480              | 177,480                 | 0                  |
| <b>Total Paratransit Operating Revenue</b> | <b>\$ 5,249,079</b>  | <b>\$ 5,249,079</b>     | <b>\$ -</b>        |
| <b>Capital Program</b>                     |                      |                         |                    |
| TDA 4.0                                    | -                    | 378,000                 | (378,000)          |
| <b>Increase (Decrease) to TDA reserve</b>  |                      | <b>\$ (763,154)</b>     |                    |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

**STAFFING**

| Position Type                     | FY 09        | FY 2010      | FY 2011      | FY 2012      | FY 2013      | FY 2014      | FY 2014      | FY 2015      |
|-----------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
|                                   | ACTUAL       | ACTUAL       | ACTUAL       | ACTUAL       | ACTUAL       | BUDGET       | ACTUAL       | BUDGET       |
| Transportation                    |              |              |              |              |              |              |              |              |
| Transportation administration     | 3.0          | 3.0          | 3.0          | 3.0          | 4.0          | 4.0          | 4.0          | 4.0          |
| Training                          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          |
| Transit Supervisor/Dispatcher     | 10.0         | 10.0         | 10.0         | 10.0         | 10.0         | 11.0         | 11.0         | 12.0         |
| Full-time runs                    | 15.0         | 15.0         | 15.0         | 15.0         | 16.0         | 17.0         | 17.0         | 18.0         |
| Part-time runs                    | 128.0        | 128.0        | 125.0        | 125.0        | 127.0        | 127.0        | 128.0        | 128.0        |
| Full-time stand-by (Protection)   | 12.0         | 12.0         | 12.0         | 12.0         | 12.0         | 12.0         | 12.0         | 12.0         |
|                                   | 38.0         | 38.0         | 35.0         | 35.0         | 36.0         | 36.0         | 36.0         | 36.0         |
|                                   | 178.0        | 178.0        | 172.0        | 172.0        | 175.0        | 175.0        | 176.0        | 176.0        |
| <b>Total Transportation</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> | <b>193.0</b> | <b>194.0</b> |
| Maintenance                       |              |              |              |              |              |              |              |              |
| Maintenance administration        | 5.0          | 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          | 6.0          |
|                                   | 10.0         | 10.0         | 10.0         | 10.0         | 10.0         | 10.0         | 11.0         | 11.0         |
| Mechanic, Level V                 | 5.0          | 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          | 3.0          | 4.0          |
| Mechanic, Level III               | 7.0          | 7.0          | 7.0          | 7.0          | 7.0          | 7.0          | 5.0          | 7.0          |
| Mechanic, Level II                | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 3.0          | 2.0          |
| Mechanic, Level I                 | 1.0          | 1.0          | 1.0          | 1.0          | 1.0          | 1.0          | 3.0          | 1.0          |
| Street Maintenance                |              |              |              |              |              |              |              |              |
| Bus service workers               | 10.0         | 10.0         | 10.0         | 10.0         | 10.0         | 10.0         | 10.0         | 10.0         |
|                                   | 29.0         | 29.0         | 29.0         | 29.0         | 29.0         | 30.0         | 29.0         | 29.0         |
| <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>40.0</b>  | <b>40.0</b>  | <b>40.0</b>  |
| General Administration            |              |              |              |              |              |              |              |              |
| General Administration            | 5.5          | 5.5          | 4.5          | 4.0          | 3.0          | 3.0          | 3.0          | 3.0          |
| Stores & Procurement              | 1.0          | 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          | 2.0          |
| Finance                           | 6.0          | 6.0          | 5.0          | 5.0          | 5.0          | 5.0          | 5.0          | 5.0          |
| Human Resources                   | 3.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          |
| Marketing                         | 3.0          | 3.0          | 3.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          |
| Customer service                  | 6.5          | 6.5          | 6.5          | 6.0          | 6.0          | 6.0          | 6.0          | 6.0          |
| IT                                | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          |
| Planning/Scheduling               | 5.0          | 4.0          | 5.0          | 6.0          | 6.0          | 6.0          | 6.0          | 6.0          |
| Subtotal in full time equivalents | 34.0         | 32.0         | 31.0         | 30.0         | 29.0         | 29.0         | 29.0         | 29.0         |
| <b>Fixed Route Operations</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> | <b>262.0</b> | <b>263.0</b> |
| Paratransit                       | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          | 2.0          |
| <b>Total Operations</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> | <b>264.0</b> | <b>265.0</b> |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY2015 CAPITAL PROGRAM**

|  | Fed               | State          |                  | State Bonds    | Funding Source   |                  | Prior yr Local | Total                |
|--|-------------------|----------------|------------------|----------------|------------------|------------------|----------------|----------------------|
|  |                   | Bridge Tolls   |                  |                | To Be Determined | Local            |                |                      |
| Revenue Fleet (31 Fixed route buses; 3 Paratransit vans) | \$ 16,202,677     | \$ 928,933     | \$ 2,095,083     |                | \$               |                  | \$ 896,785     | \$ 20,123,478        |
| Facility Maintenance and Modernization                   |                   |                | 1,115,000        |                |                  |                  |                | \$ 1,115,000         |
| Signage and Street Amenities                             |                   |                |                  | 500,000        |                  |                  |                | \$ 500,000           |
| Non Revenue Fleet  |                   |                |                  |                |                  |                  |                | -                    |
| Tools & Maintenance Equipment                            |                   |                |                  |                |                  |                  | 220,000        | \$ 220,000           |
| IT Equipment/Software                                    |                   |                |                  |                | 328,000          |                  |                | \$ 328,000           |
| Furniture & Office Equipment                             |                   |                |                  |                | 50,000           |                  |                | \$ 50,000            |
| <b>Total</b>   | <b>16,202,677</b> | <b>928,933</b> | <b>3,210,083</b> | <b>500,000</b> | <b>378,000</b>   | <b>1,116,785</b> | <b>\$</b>      | <b>\$ 22,336,478</b> |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
CAPITAL PROGRAM**

*In \$Thousands*

| Programs   | FY2013       | FY2014        | FY2015        | FY2016       | FY2017       | FY2018       | FY2019       | FY2020     | FY2021     | FY2022        | FY2023       | Total         |
|--|--------------|---------------|---------------|--------------|--------------|--------------|--------------|------------|------------|---------------|--------------|---------------|
| Non Revenue Fleet  | 180          | 111           | 0             | 66           | 163          | 78           | 0            | 369        | 137        | 0             | 0            | 1,104         |
| Revenue Fleet  | 4,468        | 17,952        | 20,123        | 0            | 3,728        | 782          | 761          | 0          | 0          | 30,024        | 600          | 78,437        |
| Facility Maintenance & Modernization   | 503          | 855           | 1,115         | 2,465        | 550          | 550          | 0            | 100        | 100        | 100           | 500          | 6,838         |
| Signage and Street Amenities   | 0            | 0             | 500           | 0            | 0            | 0            | 500          | 0          | 0          | 0             | 500          | 1,500         |
| Information Technology   | 55           | 365           | 328           | 250          | 300          | 80           | 195          | 85         | 180        | 300           | 80           | 2,218         |
| Maintenance Equipment & Tools  | 0            | 120           | 220           | 257          | 165          | 100          | 275          | 65         | 50         | 50            | 50           | 1,352         |
| Office Furniture and Equipment   | 0            | 0             | 50            | 116          | 50           | 123          | 50           | 70         | 80         | 80            | 80           | 699           |
| <b>Total Capital Program</b>   | <b>5,206</b> | <b>19,403</b> | <b>22,336</b> | <b>3,154</b> | <b>4,956</b> | <b>1,713</b> | <b>1,781</b> | <b>689</b> | <b>547</b> | <b>30,554</b> | <b>1,810</b> | <b>92,148</b> |
| Total Fixed-Route  | 4,505        | 19,403        | 21,978        | 3,154        | 1,228        | 931          | 1,020        | 689        | 547        | 26,025        | 1,210        | 80,690        |
| Total Paratransit  | 701          | -             | 359           | -            | 3,728        | 782          | 761          | -          | -          | 4,528         | 600          | 11,459        |
| <b>\$ 5,206 \$ 19,403 \$ 22,336 \$ 3,154 \$ 4,956 \$ 1,713 \$ 1,781 \$ 689 \$ 547 \$ 30,554 \$ 1,810 \$ 92,148</b> |              |               |               |              |              |              |              |            |            |               |              |               |

| Funding Source                    | FY2013       | FY2014        | FY2015        | FY2016       | FY2017       | FY2018       | FY2019       | FY2020     | FY2021     | FY2022        | FY2023       | Total         |
|-----------------------------------|--------------|---------------|---------------|--------------|--------------|--------------|--------------|------------|------------|---------------|--------------|---------------|
| Fed 5307                          | 3,622        | 14,480        | 16,203        | -            | 3,094        | 649          | 632          | -          | -          | 24,323        | 488          | 63,490        |
| Transportation Development Act    | 235          | 2,497         | 378           | 3,154        | 1,228        | 931          | 520          | 689        | 547        | 3,771         | 794          | 14,744        |
| State Transportation bonds        | 883          | 1,091         | 3,210         | -            | 457          | 96           | 93           | -          | -          | 1,047         | -            | 6,879         |
| Lifeline- 1B pop based bonds      | -            | 485           | -             | -            | -            | -            | -            | -          | -          | -             | -            | 485           |
| State Transportation- 1B security | 117          | -             | -             | -            | -            | -            | -            | -          | -          | -             | -            | 117           |
| Bridge Toll Revenue               | 349          | 850           | 929           | -            | 176          | 37           | 36           | -          | -          | 1,412         | 28           | 3,817         |
| Carryover of Prior yrs funding    | -            | -             | 1,117         | -            | -            | -            | -            | -          | -          | -             | -            | 1,117         |
| To be Determined                  | -            | -             | 500           | -            | -            | -            | 500          | -          | -          | -             | 500          | 1,500         |
| <b>Total Capital Revenue</b>      | <b>5,206</b> | <b>19,403</b> | <b>22,336</b> | <b>3,154</b> | <b>4,956</b> | <b>1,713</b> | <b>1,781</b> | <b>689</b> | <b>547</b> | <b>30,554</b> | <b>1,810</b> | <b>92,148</b> |

|                            |    |    |    |  |    |   |   |  |  |    |   |     |
|----------------------------|----|----|----|--|----|---|---|--|--|----|---|-----|
| Revenue Fleet replacements |    |    |    |  |    |   |   |  |  |    |   |     |
| # Fixed Route vehicles     | 7  | 33 | 31 |  | 42 | 6 | 4 |  |  | 40 | 6 | 111 |
| # Paratransit vehicles     | 10 |    | 3  |  |    |   |   |  |  | 45 |   | 116 |

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

|  | FY2013           | FY2014           | FY2015           | FY2016           | FY2017           | FY2018           | FY2019           | FY2020           | FY2021           | FY2022           | FY2023           |
|--|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Revenue Hours</b>                           | <b>213,624</b>   | <b>213,624</b>   | <b>213,624</b>   | <b>213,624</b>   | <b>213,624</b>   | <b>213,624</b>   | <b>213,624</b>   | <b>213,624</b>   | <b>213,624</b>   | <b>213,624</b>   | <b>213,624</b>   |
| 1 Passenger Fares                              | 3,580            | 3,428            | 3,536            | 3,960            | 4,039            | 4,120            | 4,614            | 4,706            | 4,801            | 5,377            | 5,484            |
| 2 Special Fares                                | 1,062            | 1,134            | 1,249            | 1,274            | 1,299            | 1,325            | 1,351            | 1,379            | 1,406            | 1,434            | 1,463            |
| 3 Advertising                                  | 575              | 587              | 592              | 607              | 622              | 638              | 654              | 670              | 687              | 704              | 722              |
| 4 Investment & Other                           | 152              | 120              | 120              | 120              | 120              | 120              | 120              | 120              | 120              | 120              | 120              |
| 5 FTA Sec 8 Planning                           | 30               | -                | 30               | -                | 30               | -                | 30               | -                | 30               | -                | 30               |
| 6 FTA Preventive Maintenance                   | 2,002            | 520              | -                | 368              | 375              | 382              | 390              | 398              | 406              | 414              | 422              |
| 7 Other state grants                           | -                | 117              | 117              | 117              | 117              | 117              | 117              | 117              | 117              | 117              | 117              |
| 8 STA Population                               | 2,652            | 2,150            | 2,069            | 2,120            | 2,173            | 2,228            | 2,283            | 2,340            | 2,399            | 2,459            | 2,520            |
| 9 TDA 4.0                                      | 10,266           | 14,829           | 16,826           | 15,743           | 16,058           | 16,706           | 16,931           | 17,333           | 17,857           | 17,804           | 18,168           |
| 10 Measure J                                   | 3,792            | 4,121            | 4,277            | 4,449            | 4,628            | 4,815            | 5,009            | 5,236            | 5,473            | 5,722            | 5,982            |
| 11 BART Express Funds                          | 604              | 651              | 698              | 719              | 740              | 762              | 785              | 809              | 833              | 858              | 884              |
| 12 Dougherty Valley dev fees/other             | -                | -                | -                | 100              | 150              | 150              | 150              | 164              | -                | -                | -                |
| 13 Other Local Grants                          | 170              | 66               | 159              | -                | -                | -                | -                | -                | -                | -                | -                |
| 14 RM2/Meas J- Express                         | 145              | 145              | 145              | 145              | 145              | 145              | 145              | 145              | 145              | 145              | 145              |
| 15 Lifeline-CC County                          | 684              | 23               | -                | -                | -                | -                | -                | -                | -                | -                | -                |
| <b>16 Total Fixed Route Operating Revenue</b>  | <b>25,715</b>    | <b>27,893</b>    | <b>29,816</b>    | <b>29,721</b>    | <b>30,497</b>    | <b>31,508</b>    | <b>32,580</b>    | <b>33,416</b>    | <b>34,274</b>    | <b>35,154</b>    | <b>36,057</b>    |
| 17 Operating Expenses w/o contingency          | 25,715           | 27,893           | 28,933           | 29,721           | 30,497           | 31,508           | 32,580           | 33,416           | 34,274           | 35,154           | 36,057           |
| % increase in expenses                         |                  | 8.5%             | 3.7%             | 2.7%             | 2.6%             | 3.3%             | 3.4%             | 2.6%             | 2.6%             | 2.6%             | 2.6%             |
| 18 Operating expense contingency               |                  | \$               | 883              |                  |                  |                  |                  |                  |                  |                  |                  |
| <b>19 Total Fixed Route Operating Expenses</b> | <b>25,715</b>    | <b>27,893</b>    | <b>29,816</b>    | <b>29,721</b>    | <b>30,497</b>    | <b>31,508</b>    | <b>32,580</b>    | <b>33,416</b>    | <b>34,274</b>    | <b>35,154</b>    | <b>36,057</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                             | 478              | 605              | 551              | 628              | 641              | 654              | 745              | 760              | 775              | 884              | 902              |
| 21 Non-Operating revenue                       |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| 22 FTA Section 5307                            | 667              | 1,351            | 1,289            | 1,258            | 1,292            | 1,327            | 1,284            | 1,311            | 1,338            | 1,271            | 1,296            |
| 23 TDA 4.5                                     | 638              | 858              | 766              | 789              | 813              | 837              | 862              | 888              | 915              | 942              | 971              |
| 24 TDA 4.0                                     | 809              | -                | -                | -                | -                | -                | -                | -                | -                | -                | -                |
| 25 Measure J                                   | 1,170            | 1,308            | 1,351            | 1,405            | 1,462            | 1,521            | 1,582            | 1,654            | 1,729            | 1,807            | 1,889            |
| 26 STA Paratransit & Rev based                 | 1,177            | 916              | 1,114            | 1,142            | 1,171            | 1,200            | 1,230            | 1,261            | 1,292            | 1,325            | 1,358            |
| 27 Bart ADA service                            | 186              | 174              | 177              | 183              | 188              | 194              | 200              | 206              | 212              | 218              | 225              |
| <b>28 Total Paratransit Operating Revenue</b>  | <b>5,125</b>     | <b>5,214</b>     | <b>5,249</b>     | <b>5,406</b>     | <b>5,567</b>     | <b>5,733</b>     | <b>5,903</b>     | <b>6,080</b>     | <b>6,261</b>     | <b>6,448</b>     | <b>6,640</b>     |
| 29 Total Paratransit Operating Expenses        | 5,126            | 5,214            | 5,249            | 5,406            | 5,567            | 5,733            | 5,904            | 6,080            | 6,261            | 6,448            | 6,640            |
| % increase in expenses                         |                  | 1.7%             | 0.7%             | 3.0%             | 3.0%             | 3.0%             | 3.0%             | 3.0%             | 3.0%             | 3.0%             | 3.0%             |
| <b>30 Total CCCTA Operating Budget</b>         | <b>\$ 30,841</b> | <b>\$ 33,106</b> | <b>\$ 35,065</b> | <b>\$ 35,126</b> | <b>\$ 36,064</b> | <b>\$ 37,240</b> | <b>\$ 38,484</b> | <b>\$ 39,496</b> | <b>\$ 40,535</b> | <b>\$ 41,601</b> | <b>\$ 42,697</b> |

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

|   | FY2013          | FY2014           | FY2015           | FY2016          | FY2017          | FY2018          | FY2019          | FY2020        | FY2021        | FY2022           | FY2023          |
|---|-----------------|------------------|------------------|-----------------|-----------------|-----------------|-----------------|---------------|---------------|------------------|-----------------|
| <b>Capital Revenue</b>                    |                 |                  |                  |                 |                 |                 |                 |               |               |                  |                 |
| 31 Federal                                | \$ 3,622        | \$ 14,480        | \$ 16,203        | \$ -            | \$ 3,094        | \$ 649          | \$ 632          | \$ -          | \$ -          | \$ 24,323        | \$ 488          |
| 32 Transportation Development Act         | 235             | 2,497            | 378              | 3,154           | 1,228           | 931             | 520             | 689           | 547           | 3,771            | 794             |
| 34 Prop 1B bonds                          | 883             | 1,091            | 3,210            | 0               | 457             | 96              | 93              | 0             | 0             | 1,047            | 0               |
| 35 Lifeline- 1B pop based bonds           | 0               | 485              | 0                | 0               | 0               | 0               | 0               | 0             | 0             | 0                | 0               |
| 36 State Transportation- 1B security      | 117             | 0                | 0                | 0               | 0               | 0               | 0               | 0             | 0             | 0                | 0               |
| 37 Bridge Toll revenues                   | 349             | 850              | 929              | 0               | 176             | 37              | 36              | 0             | 0             | 1,412            | 28              |
| 38 Carryover of unused prior year funding | 0               | 0                | 1,117            | 0               | 0               | 0               | 0               | 0             | 0             | 0                | 0               |
| 39 To be determined                       | 0               | 0                | 500              | 0               | 0               | 0               | 500             | 0             | 0             | 0                | 500             |
| <b>40 Total Capital Revenue</b>           | <b>\$ 5,206</b> | <b>\$ 19,403</b> | <b>\$ 22,336</b> | <b>\$ 3,154</b> | <b>\$ 4,956</b> | <b>\$ 1,713</b> | <b>\$ 1,781</b> | <b>\$ 689</b> | <b>\$ 547</b> | <b>\$ 30,554</b> | <b>\$ 1,810</b> |
| <b>Capital Projects</b>                   |                 |                  |                  |                 |                 |                 |                 |               |               |                  |                 |
| 41  | \$ 5,206        | \$ 19,403        | \$ 22,336        | \$ 3,154        | \$ 4,956        | \$ 1,713        | \$ 1,781        | \$ 689        | \$ 547        | \$ 30,554        | \$ 1,810        |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

**TDA RESERVE In \$ Thousands**

|   | FY2013           | FY2014           | FY2015          | FY2016          | FY2017          | FY2018          | FY2019          | FY2020           | FY2021           | FY2022           | FY2023           |
|---|------------------|------------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|------------------|------------------|------------------|
| 42 Beginning Balance                              | \$ 8,695         | \$ 12,421        | \$ 10,463       | \$ 9,700        | \$ 7,737        | \$ 7,893        | \$ 8,221        | \$ 9,274         | \$ 10,312        | \$ 11,540        | \$ 10,186        |
| 43 Estimated TDA 4.0 Allocation                   | \$ 15,036        | \$ 15,368        | \$ 16,441       | \$ 16,934       | \$ 17,442       | \$ 17,965       | \$ 18,504       | \$ 19,059        | \$ 19,631        | \$ 20,220        | \$ 20,827        |
|   | 2.21%            |                  | 6.98%           | 3.00%           | 3.00%           | 3.00%           | 3.00%           | 3.00%            | 3.00%            | 3.00%            | 3.00%            |
| <b>TDA 4.0 Needed for Operations and Capital:</b> |                  |                  |                 |                 |                 |                 |                 |                  |                  |                  |                  |
| 44 Used for Fixed route operations                | (10,266)         | (14,829)         | (16,826)        | (15,743)        | (16,058)        | (16,706)        | (16,931)        | (17,332)         | (17,857)         | (17,804)         | (18,168)         |
| 45 Used for Paratransit operations                | (809)            | -                | -               | -               | -               | -               | -               | -                | -                | -                | -                |
| 46 TDA used for Operations                        | (11,075)         | (14,829)         | (16,826)        | (15,743)        | (16,058)        | (16,706)        | (16,931)        | (17,332)         | (17,857)         | (17,804)         | (18,168)         |
| 47 Used for capital program                       | (235)            | (2,497)          | (378)           | (3,154)         | (1,228)         | (931)           | (520)           | (689)            | (547)            | (3,771)          | (794)            |
| <b>48 Ending TDA Reserve</b>                      | <b>\$ 12,421</b> | <b>\$ 10,463</b> | <b>\$ 9,700</b> | <b>\$ 7,737</b> | <b>\$ 7,893</b> | <b>\$ 8,221</b> | <b>\$ 9,274</b> | <b>\$ 10,312</b> | <b>\$ 11,540</b> | <b>\$ 10,186</b> | <b>\$ 12,051</b> |

|   |     |     |     |     |     |     |     |     |     |     |     |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Number Of Months of Operating Expenses in Reserve | 4.8 | 3.8 | 3.3 | 2.6 | 2.6 | 2.6 | 2.9 | 3.1 | 3.4 | 2.9 | 3.4 |
| Percentage of operating budget                    | 40% | 32% | 28% | 22% | 22% | 22% | 24% | 26% | 28% | 24% | 28% |



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                             | FY 2013 ACT       | Est/Act FY 2014   | FY 2014 Budget    | Over (Under)     | FY 2015 Budget    | Over (Under) FY 2014 Est/Actual |
|-----------------------------|-------------------|-------------------|-------------------|------------------|-------------------|---------------------------------|
| <b>FIXED ROUTE</b>          |                   |                   |                   |                  |                   |                                 |
| Wages, Operators            | 7,123,048         | 7,313,800         | 7,193,500         | 120,300          | 7,460,000         | 146,200                         |
| Wages, Operator/trainer     | 103,529           | 125,000           | 125,000           | -                | 127,500           | 2,500                           |
| Wages, Trans Admin          | 876,106           | 1,022,522         | 994,900           | 27,622           | 1,068,917         | 46,395                          |
| Wages, Scheduling           | 112,471           | 113,417           | 110,200           | 3,217            | 117,301           | 3,884                           |
| Wages, Maint Admin          | 394,299           | 401,931           | 385,600           | 16,331           | 396,461           | (5,470)                         |
| Wages, Building Maint.      | 250,584           | 261,014           | 262,500           | (1,486)          | 282,977           | 21,963                          |
| Wages, Customer Service     | 325,398           | 334,640           | 342,700           | (8,060)          | 352,374           | 17,734                          |
| Wages, Promotion            | 131,167           | 126,625           | 130,600           | (3,975)          | 131,843           | 5,218                           |
| Wages, EE Services          | 146,251           | 148,040           | 142,900           | 5,140            | 146,644           | (1,396)                         |
| Wages, Finance              | 368,915           | 336,107           | 339,600           | (3,493)          | 351,008           | 14,901                          |
| Wages, Safety & Trng        | 143,293           | 138,378           | 137,100           | 1,278            | 138,378           | -                               |
| Wages, General Admin        | 414,225           | 373,721           | 410,200           | (36,479)         | 392,229           | 18,508                          |
| Salaried Pool               | -                 | -                 | 36,000            | (36,000)         | 50,372            | 50,372                          |
| Performance based Comp Pool | -                 | -                 | 40,000            | (40,000)         | 40,000            | 40,000                          |
| Wages, Admin Bonus          | 1,650             | -                 | -                 | -                | -                 | -                               |
| Wages, Board                | 20,400            | 22,500            | 26,400            | (3,900)          | 26,400            | 3,900                           |
| Wages, Planning             | 403,343           | 391,572           | 394,600           | (3,028)          | 408,077           | 16,505                          |
| Wages, Service Workers      | 351,453           | 348,335           | 432,540           | (84,205)         | 396,341           | 48,006                          |
| Wages, Serv Wrkr Bonus      | -                 | -                 | 4,000             | (4,000)          | -                 | -                               |
| Wages, Mechanics            | 922,414           | 871,811           | 967,728           | (95,917)         | 977,847           | 106,036                         |
| Wages, Mechanic Bonus       | 5,000             | 5,000             | 4,650             | 350              | 4,650             | (350)                           |
| <b>Total Wages</b>          | <b>12,093,546</b> | <b>12,334,413</b> | <b>12,480,718</b> | <b>(146,305)</b> | <b>12,869,319</b> | <b>534,906</b>                  |
| Sick, Operators             | 293,973           | 324,100           | 292,500           | 31,600           | 330,600           | 6,500                           |
| Sick, Trans Admin           | 28,940            | 19,657            | 23,300            | (3,643)          | 24,103            | 4,446                           |
| Sick, Scheduling            | 836               | 2,525             | 2,500             | 25               | 2,752             | 227                             |
| Sick, Maint Admin           | 6,684             | 3,631             | 9,600             | (5,969)          | 9,433             | 5,802                           |
| Sick, Building Maint.       | 18,723            | 22,676            | 6,100             | 16,576           | 6,345             | (16,331)                        |
| Sick, Customer Svc          | 7,740             | 14,397            | 5,600             | 8,797            | 6,577             | (7,820)                         |
| Sick, Promotion             | 3,208             | 5,578             | 3,200             | 2,378            | 3,139             | (2,439)                         |
| Sick, EE Services           | 1,429             | 884               | 3,600             | (2,716)          | 3,491             | 2,607                           |
| Sick, Finance               | 7,155             | 13,411            | 8,400             | 5,011            | 8,344             | (5,067)                         |
| Sick, Safety & Trng         | 576               | 3,999             | 3,400             | 599              | 3,999             | -                               |
| Sick, General Admin         | 2,912             | 5,263             | 10,200            | (4,937)          | 9,193             | 3,930                           |
| Sick, Planning              | 6,028             | 22,422            | 9,700             | 12,722           | 9,626             | (12,796)                        |
| Sick, Service Workers       | 2,413             | 2,500             | 6,000             | (3,500)          | 5,449             | 2,949                           |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                               | FY 2013 ACT    | Est/Act FY 2014 | FY 2014 Budget | Over (Under)    | FY 2015 Budget | Over (Under) FY 2014 Est/Actual |
|-------------------------------|----------------|-----------------|----------------|-----------------|----------------|---------------------------------|
| Sick, Mechanics               | 19,200         | 33,966          | 23,600         | 10,366          | 23,605         | (10,361)                        |
| <b>Total Sick Pay</b>         | <b>399,817</b> | <b>475,009</b>  | <b>407,700</b> | <b>67,309</b>   | <b>446,656</b> | <b>(28,353)</b>                 |
| Holiday, Operators            | 358,284        | 372,000         | 358,700        | 13,300          | 379,500        | 7,500                           |
| Holiday, Trans Admin          | 41,313         | 42,139          | 50,600         | (8,461)         | 54,533         | 12,394                          |
| Holiday, Scheduling           | 4,701          | 4,795           | 5,800          | (1,005)         | 6,227          | 1,432                           |
| Holiday, Maint Admin          | 16,690         | 17,024          | 20,800         | (3,776)         | 21,342         | 4,318                           |
| Holiday, Building Maint.      | 12,762         | 13,017          | 14,300         | (1,283)         | 14,293         | 1,276                           |
| Holiday, Customer Svc         | 9,327          | 9,514           | 12,200         | (2,686)         | 14,880         | 5,366                           |
| Holiday, Promotion            | 7,092          | 7,234           | 9,200          | (1,966)         | 7,102          | (132)                           |
| Holiday, EE Services          | 6,003          | 6,123           | 10,100         | (3,977)         | 7,898          | 1,775                           |
| Holiday, Finance              | 17,869         | 18,226          | 19,400         | (1,174)         | 18,879         | 653                             |
| Holiday, Safety & Trng        | 7,811          | 7,967           | 11,200         | (3,233)         | 7,967          | -                               |
| Holiday, General Admin        | 23,977         | 24,457          | 24,500         | (43)            | 16,826         | (7,631)                         |
| Holiday, Planning             | 20,016         | 20,416          | 21,100         | (684)           | 21,778         | 1,362                           |
| Holiday, Service Workers      | 16,922         | 14,187          | 21,255         | (7,068)         | 19,379         | 5,192                           |
| Holiday, Mechanics            | 47,059         | 34,167          | 55,080         | (20,913)        | 51,966         | 17,799                          |
| <b>Total Holiday Pay</b>      | <b>589,826</b> | <b>591,266</b>  | <b>634,235</b> | <b>(42,969)</b> | <b>642,570</b> | <b>51,304</b>                   |
| Vacation, Operators           | 578,071        | 504,700         | 515,800        | (11,100)        | 514,800        | 10,100                          |
| Vacation, Trans Admin         | 77,116         | 78,658          | 74,300         | 4,358           | 81,156         | 2,498                           |
| Vacation, Scheduling          | 8,775          | 8,951           | 7,800          | 1,151           | 8,313          | (638)                           |
| Vacation, Maint Admin         | 37,611         | 33,840          | 33,100         | 740             | 34,065         | 225                             |
| Vacation, Building Maint.     | 18,952         | 19,331          | 18,000         | 1,331           | 19,648         | 317                             |
| Vacation, Customer Svc        | 18,538         | 18,909          | 20,000         | (1,091)         | 18,201         | (708)                           |
| Vacation, Promotion           | 12,846         | 13,103          | 11,300         | 1,803           | 11,417         | (1,686)                         |
| Vacation, EE Services         | 13,872         | 14,149          | 12,400         | 1,749           | 12,682         | (1,467)                         |
| Vacation, Finance             | 31,832         | 32,469          | 28,900         | 3,569           | 29,826         | (2,643)                         |
| Vacation, Safety & Trng       | 14,015         | 15,795          | 12,400         | 3,395           | 15,795         | -                               |
| Vacation, General Admin       | 39,786         | 40,582          | 36,000         | 4,582           | 31,507         | (9,075)                         |
| Vacation, Planning            | 32,621         | 33,273          | 30,200         | 3,073           | 31,236         | (2,037)                         |
| Vacation, Service Wrks        | 29,239         | 19,934          | 27,000         | (7,066)         | 23,972         | 4,038                           |
| Vacation, Mechanics           | 83,224         | 67,905          | 78,900         | (10,995)        | 70,197         | 2,292                           |
| <b>Total Accrued Vacation</b> | <b>996,498</b> | <b>901,599</b>  | <b>906,100</b> | <b>(4,501)</b>  | <b>902,815</b> | <b>1,216</b>                    |
| Abs Pay, Operators            | 50,209         | 60,500          | 52,400         | 8,100           | 61,700         | 1,200                           |
| Abs Pay, Trans Admin          | 2,450          | 309             | 2,200          | (1,891)         | 2,834          | 2,525                           |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                            | FY 2013 ACT       | Est/Act FY 2014   | FY 2014 Budget    | Over (Under)     | FY 2015 Budget    | Over (Under) FY 2014 Est/Actual |
|----------------------------|-------------------|-------------------|-------------------|------------------|-------------------|---------------------------------|
| Abs Pay, Scheduling        | 672               | -                 | 300               | (300)            | 324               | 324                             |
| Abs Pay, Maint Admin       | 989               | -                 | 900               | (900)            | 1,110             | 1,110                           |
| Abs Pay, Building Maint.   | -                 | -                 | 600               | (600)            | 746               | 746                             |
| Abs Pay, Customer Svc      | 221               | 1,918             | 500               | 1,418            | 530               | (1,388)                         |
| Abs Pay, Promotion         | -                 | -                 | 300               | (300)            | 369               | 369                             |
| Abs Pay, EE Services       | 1,183             | -                 | 300               | (300)            | 411               | 411                             |
| Abs Pay, Finance           | 3,138             | 3,050             | 800               | 2,250            | 981               | (2,069)                         |
| Abs Pay, Safety & Trng     | -                 | -                 | 300               | (300)            | -                 | -                               |
| Abs Pay, General Admin     | 1,204             | 1,090             | 1,000             | 90               | 875               | (215)                           |
| Abs Pay, Planning          | 242               | -                 | 900               | (900)            | 1,132             | 1,132                           |
| Abs Pay, Service Wrkrs     | -                 | 300               | 414               | (114)            | 377               | 77                              |
| Abs Pay, Mechanics         | -                 | 400               | 449               | (49)             | 450               | 50                              |
| <b>Total Absence Pay</b>   | <b>60,308</b>     | <b>67,567</b>     | <b>61,363</b>     | <b>6,204</b>     | <b>71,839</b>     | <b>4,272</b>                    |
| <b>Total Compensation</b>  | <b>14,139,995</b> | <b>14,369,854</b> | <b>14,490,116</b> | <b>(120,262)</b> | <b>14,933,199</b> | <b>563,345</b>                  |
| FICA, Operators            | 105,831           | 122,700           | 109,800           | 12,900           | 125,200           | 2,500                           |
| FICA, Trans Admin          | 12,008            | 15,773            | 15,403            | 370              | 17,857            | 2,085                           |
| FICA, Scheduling           | 1,640             | 1,881             | 1,837             | 44               | 1,956             | 75                              |
| FICA, Maint Admin          | 1,976             | 1,999             | 1,983             | 16               | 2,004             | 5                               |
| FICA, Building Maint.      | 5,380             | 4,828             | 4,169             | 659              | 4,510             | (318)                           |
| FICA, Customer Service     | 5,532             | 5,526             | 5,526             | -                | 5,692             | 166                             |
| FICA, Promotion            | 2,203             | 2,212             | 2,212             | -                | 2,231             | 19                              |
| FICA, EE Services          | 2,487             | 2,419             | 2,419             | -                | 2,481             | 62                              |
| FICA, Finance              | 4,635             | 4,857             | 4,783             | 74               | 4,975             | 118                             |
| FICA, General Admin        | 6,017             | 6,461             | 6,461             | -                | 7,953             | 1,492                           |
| FICA, Board Members        | 1,561             | 2,020             | 2,020             | -                | 2,020             | (0)                             |
| FICA, Planning             | 6,665             | 6,619             | 6,619             | -                | 6,842             | 223                             |
| FICA, Service Workers      | 5,079             | 6,479             | 6,479             | -                | 5,855             | (624)                           |
| FICA, Mechanics            | 11,446            | 12,679            | 12,679            | -                | 13,546            | 867                             |
| <b>Total FICA/Medicare</b> | <b>172,460</b>    | <b>196,453</b>    | <b>182,390</b>    | <b>14,063</b>    | <b>203,123</b>    | <b>6,670</b>                    |
| PERS-RET, Operators        | 639,108           | 809,834           | 804,900           | 4,934            | 824,282           | 14,447                          |
| PERS-RET, Trans Admin      | 89,523            | 126,881           | 130,526           | (3,645)          | 134,877           | 7,996                           |
| PERS-RET, Scheduling       | 10,077            | 14,165            | 13,707            | 458              | 14,489            | 324                             |
| PERS-RET, Maint Admin      | 51,772            | 65,106            | 62,390            | 2,716            | 66,593            | 1,487                           |
| PERS-RET, Bldg Maint.      | 24,706            | 36,067            | 33,844            | 2,223            | 36,891            | 824                             |
| PERS-RET, Cstmr Svc        | 34,238            | 41,539            | 41,242            | 297              | 42,487            | 949                             |
| PERS-RET, Promotion        | 16,830            | 20,674            | 19,984            | 690              | 21,146            | 472                             |
| <b>Total</b>               | <b>172,460</b>    | <b>196,453</b>    | <b>182,390</b>    | <b>14,063</b>    | <b>203,123</b>    | <b>6,670</b>                    |
|                            |                   |                   |                   |                  |                   | <b>3%</b>                       |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                          | FY 2013 ACT      | Est/Act FY 2014  | FY 2014 Budget   | Over (Under)    | FY 2015 Budget   | Over (Under) FY 2014 Est/Actual |
|--------------------------|------------------|------------------|------------------|-----------------|------------------|---------------------------------|
| PERS-RET, EE Services    | 17,532           | 22,723           | 21,711           | 1,012           | 23,242           | 519                             |
| PERS-RET, Finance        | 43,418           | 52,258           | 50,222           | 2,036           | 53,452           | 1,194                           |
| PERS-RET, Sfty & Trng    | 19,066           | 23,823           | 23,005           | 818             | 24,367           | 544                             |
| PERS-RET, Gen Admin      | 51,586           | 62,959           | 67,892           | (4,933)         | 64,397           | 1,438                           |
| PERS-RET, Planning       | 47,222           | 58,389           | 59,588           | (1,199)         | 59,723           | 1,334                           |
| GM-457 Retirement        | 7,788            | 14,500           | 7,500            | 7,000           | 14,500           | 0                               |
| PERS-RET, Service Wrkr   | 31,520           | 38,416           | 51,393           | (12,977)        | 44,522           | 6,105                           |
| PERS-RET, Mechanics      | 88,827           | 102,676          | 121,476          | (18,800)        | 119,700          | 17,024                          |
| <b>Total Retirement</b>  | <b>1,173,213</b> | <b>1,490,010</b> | <b>1,509,380</b> | <b>(19,370)</b> | <b>1,544,667</b> | <b>54,656</b>                   |
| Medical, Operators       | 699,429          | 689,997          | 682,900          | 7,097           | 689,997          | -                               |
| Medical, Trans Admin     | 83,503           | 83,155           | 84,800           | (1,645)         | 83,155           | -                               |
| Medical, Scheduling      | 16,757           | 16,754           | 16,800           | (46)            | 16,754           | -                               |
| Medical, Maint Admin     | 15,466           | 15,182           | 15,500           | (318)           | 15,182           | -                               |
| Medical, Building Maint. | 41,694           | 51,511           | 37,900           | 13,611          | 51,511           | -                               |
| Medical, Customer Svc    | 9,039            | 8,198            | 7,300            | 898             | 8,198            | -                               |
| Medical, Promotion       | 9,477            | 7,897            | 9,500            | (1,603)         | 7,897            | -                               |
| Medical, EE Services     | 0                | 0                | 0                | 0               | 0                | 0                               |
| Medical, Finance         | 34,221           | 34,621           | 34,600           | 21              | 34,621           | -                               |
| Medical, Safety & Trng   | 7,900            | 7,594            | 7,900            | (306)           | 7,594            | -                               |
| Medical, General Admin   | 54,821           | 60,625           | 54,400           | 6,225           | 60,625           | -                               |
| Medical, Planning        | 28,353           | 28,762           | 28,800           | (38)            | 28,762           | -                               |
| Medical, Service Workers | 131,142          | 150,000          | 142,300          | 7,700           | 158,877          | 8,877                           |
| Medical, Mechanics       | 260,519          | 250,246          | 284,600          | (34,354)        | 301,866          | 51,620                          |
| Medical Admin Charge     | 6,694            | 10,360           | 7,400            | 2,960           | 11,000           | 640                             |
| Medical, Retirees        | 115,706          | 143,697          | 136,200          | 7,497           | 168,514          | 24,817                          |
| OPEB benefits            | 382,000          | 343,000          | 207,900          | 135,100         | 334,000          | (9,000)                         |
| <b>Total Medical</b>     | <b>1,896,721</b> | <b>1,901,599</b> | <b>1,758,800</b> | <b>142,799</b>  | <b>1,978,553</b> | <b>76,954</b>                   |
| Dental, Operators        | 219,343          | 235,533          | 219,200          | 16,333          | 241,421          | 5,888                           |
| Dental, Trans Admin      | 21,499           | 24,648           | 21,800           | 2,848           | 25,387           | 739                             |
| Dental, Scheduling       | 3,174            | 3,258            | 3,300            | (42)            | 3,356            | 98                              |
| Dental, Maint Admin      | 5,069            | 5,268            | 5,300            | (32)            | 5,426            | 158                             |
| Dental, Building Maint.  | 7,313            | 8,250            | 6,700            | 1,550           | 8,498            | 248                             |
| Dental, Customer Svc     | 8,518            | 7,077            | 8,800            | (1,723)         | 7,289            | 212                             |
| Dental, Promotion        | 1,857            | 1,511            | 2,100            | (589)           | 1,556            | 45                              |
| Dental, EE Services      | 2,640            | 2,729            | 2,700            | 29              | 2,811            | 82                              |
| Dental, Finance          | 5,540            | 5,769            | 5,700            | 69              | 5,942            | 173                             |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                             | FY 2013 ACT    | Est/Act FY 2014 | FY 2014 Budget | Over (Under)  | FY 2015 Budget | Over (Under) FY 2014 Est/Actual |
|-----------------------------|----------------|-----------------|----------------|---------------|----------------|---------------------------------|
| Dental, Safety & Trng       | 1,361          | 1,382           | 1,400          | (18)          | 1,423          | 41                              |
| Dental, General Admin       | 4,637          | 5,288           | 4,600          | 688           | 5,447          | 159                             |
| Dental, Planning            | 7,309          | 7,469           | 7,900          | (431)         | 7,693          | 224                             |
| <b>Total Dental</b>         | <b>288,260</b> | <b>308,182</b>  | <b>289,500</b> | <b>18,682</b> | <b>316,250</b> | <b>8,068</b>                    |
| WC, Operators               | 280,034        | 498,882         | 451,100        | 47,782        | 513,848        | 14,966                          |
| WC, Trans Admin             | 30,377         | 53,969          | 48,800         | 5,169         | 55,588         | 1,619                           |
| WC, Scheduling              | 2,337          | 5,087           | 4,600          | 487           | 5,240          | 153                             |
| WC, Maint Admin             | 12,613         | 23,999          | 21,700         | 2,299         | 24,718         | 720                             |
| WC, Building Maint.         | 8,304          | 11,944          | 10,800         | 1,144         | 12,302         | 358                             |
| WC, Customer Svc            | 16,046         | 27,980          | 25,300         | 2,680         | 28,819         | 839                             |
| WC, Promotion               | 8,026          | 14,045          | 12,700         | 1,345         | 14,467         | 421                             |
| WC, EE Services             | 8,026          | 14,045          | 12,700         | 1,345         | 14,467         | 421                             |
| WC, Finance                 | 12,613         | 23,999          | 21,700         | 2,299         | 24,718         | 720                             |
| WC, Safety & Trng           | 8,026          | 14,045          | 12,700         | 1,345         | 14,467         | 421                             |
| WC, General Admin           | 14,330         | 25,989          | 23,500         | 2,489         | 26,769         | 780                             |
| WC, Planning                | 14,074         | 21,013          | 19,000         | 2,013         | 21,643         | 630                             |
| WC, Service Workers         | 21,256         | 41,030          | 37,100         | 3,930         | 42,261         | 1,231                           |
| WC, Mechanics               | 70,493         | 123,974         | 112,100        | 11,874        | 127,693        | 3,719                           |
| <b>Total Workers Comp</b>   | <b>506,555</b> | <b>900,000</b>  | <b>813,800</b> | <b>86,200</b> | <b>927,000</b> | <b>27,000</b>                   |
| Life, Operators             | 60,765         | 67,212          | 63,000         | 4,212         | 68,892         | 1,680                           |
| Life, Trans Admin           | 6,895          | 7,436           | 7,000          | 436           | 7,622          | 186                             |
| Life, Scheduling            | 921            | 863             | 1,000          | (137)         | 885            | 22                              |
| Life, Maint Admin           | 3,655          | 6,637           | 3,700          | 2,937         | 6,803          | 166                             |
| Life, Building Maint.       | 2,357          | 2,506           | 2,400          | 106           | 2,569          | 63                              |
| Life, Customer Svc          | 2,527          | 3,021           | 2,600          | 421           | 3,097          | 76                              |
| Life, Promotion             | 1,261          | 1,274           | 1,200          | 74            | 1,306          | 32                              |
| Life, EE Services           | 1,351          | 1,374           | 1,300          | 74            | 1,408          | 34                              |
| Life, Finance               | 3,000          | 2,858           | 3,000          | (142)         | 2,929          | 71                              |
| Life, Safety & Trng         | 1,082          | 1,008           | 1,100          | (92)          | 1,033          | 25                              |
| Life, General Admin         | 2,201          | 2,951           | 2,300          | 651           | 3,025          | 74                              |
| Life, Planning              | 3,793          | 3,627           | 4,200          | (573)         | 3,718          | 91                              |
| <b>Total Life Insurance</b> | <b>89,808</b>  | <b>100,767</b>  | <b>92,800</b>  | <b>7,967</b>  | <b>103,286</b> | <b>2,519</b>                    |
| SUI, Operators              | 81,099         | 81,810          | 76,000         | 5,810         | 82,600         | 790                             |
| SUI, Trans Admin            | 5,777          | 6,200           | 6,510          | (310)         | 6,944          | 744                             |
| SUI, Scheduling             | 868            | 868             | 868            | -             | 868            | -                               |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                                 | FY 2013 ACT       | Est/Act FY 2014   | FY 2014 Budget    | Over (Under)   | FY 2015 Budget    | Over (Under) FY 2014 Est/Actual |
|---------------------------------|-------------------|-------------------|-------------------|----------------|-------------------|---------------------------------|
| SUI, Maint Admin                | 2,170             | 2,170             | 2,170             | -              | 2,170             | -                               |
| SUI, Building Maint.            | 2,604             | 2,170             | 2,170             | -              | 1,736             | (434)                           |
| SUI, Customer Svc               | 3,423             | 3,472             | 3,472             | -              | 3,472             | -                               |
| SUI, Promotion                  | 868               | 868               | 868               | -              | 868               | -                               |
| SUI, Safety & Trng              | 868               | 868               | 868               | -              | 868               | -                               |
| SUI, General Admin              | 2,219             | 2,604             | 2,170             | 434            | 2,604             | -                               |
| SUI, EE Services                | 868               | 868               | 868               | -              | 868               | -                               |
| SUI, Finance                    | 3,038             | 2,190             | 2,604             | (414)          | 2,170             | (20)                            |
| SUI, Planning                   | 2,466             | 2,604             | 2,604             | -              | 2,604             | -                               |
| SUI, Service Workers            | 4,174             | 4,774             | 4,774             | -              | 4,340             | (434)                           |
| SUI, Mechanics                  | 7,812             | 8,246             | 8,246             | -              | 8,246             | -                               |
| <b>Total SUI</b>                | <b>118,254</b>    | <b>119,712</b>    | <b>114,192</b>    | <b>5,520</b>   | <b>120,358</b>    | <b>646</b>                      |
| Operator Uniforms               | 40,984            | 48,000            | 48,000            | -              | 48,000            | -                               |
| Uniforms - Maint. Pers.         | 11,259            | 14,500            | 14,500            | -              | 14,000            | (500)                           |
| <b>Total Uniforms</b>           | <b>52,243</b>     | <b>62,500</b>     | <b>62,500</b>     | <b>-</b>       | <b>62,000</b>     | <b>(500)</b>                    |
| Operator Medical Exams          | 10,322            | 8,820             | 12,000            | (3,180)        | 10,000            | 1,180                           |
| Emp Assistance Prog.            | 15,165            | 7,886             | 15,000            | (7,114)        | 14,000            | 6,114                           |
| Cafeteria Plan- Admin           | 234,628           | 225,176           | 290,300           | (65,124)       | 266,234           | 41,058                          |
| Other Fringe                    |                   | 15,793            | -                 | 15,793         | -                 | (15,793)                        |
| Cafeteria Plan-ATU              | 551,131           | 922,527           | 783,500           | 139,027        | 950,832           | 28,305                          |
| Mechanic Tool Allowance         | 13,752            | 12,323            | 14,000            | (1,677)        | 14,500            | 2,177                           |
| Wellness Program                | 20,465            | 13,699            | 23,100            | (9,401)        | 27,000            | 13,301                          |
| Substance Abuse Prog.           | 7,089             | 7,691             | 8,500             | (809)          | 8,500             | 809                             |
| <b>Total Other Benefits</b>     | <b>852,552</b>    | <b>1,213,915</b>  | <b>1,146,401</b>  | <b>67,514</b>  | <b>1,291,066</b>  | <b>77,151</b>                   |
| <b>Total Benefits</b>           | <b>7,196,515</b>  | <b>8,328,579</b>  | <b>7,979,161</b>  | <b>349,418</b> | <b>8,610,183</b>  | <b>281,604</b>                  |
| <b>Total Wages and Benefits</b> | <b>19,290,061</b> | <b>20,662,992</b> | <b>20,459,879</b> | <b>203,113</b> | <b>21,479,502</b> | <b>816,510</b>                  |
| Management Services             | 40                | 35,000            | 35,000            | -              | 35,000            | -                               |
| Agency Fees                     | 100               | 300               | 300               | -              | 300               | -                               |
| In-Service Monitoring           | -                 | 6,000             | 6,000             | -              | 6,000             | -                               |
| Mobility Services               | 19,027            | 30,400            | 30,400            | -              | 31,300            | 900                             |
| Schedules/Graphics              | 45,643            | 65,730            | 70,000            | (4,270)        | 70,000            | 4,270                           |
| Promotions                      | 173,073           | 179,981           | 180,000           | (19)           | 180,000           | 19                              |
| Recruitment                     | 16,002            | 9,998             | 10,000            | (2)            | 10,000            | 2                               |
| Legal Fees                      | 347,295           | 310,000           | 330,000           | (20,000)       | 275,000           | (35,000)                        |
| Financial services              | -                 | 12,000            | 14,000            | (2,000)        | -                 | (12,000)                        |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                                   | FY 2013 ACT | Est/Act FY 2014 | FY 2014 Budget | Over (Under) | FY 2015 Budget | Over (Under) FY 2014 Est/Actual |
|-----------------------------------|-------------|-----------------|----------------|--------------|----------------|---------------------------------|
| Auditor Fees                      | 39,500      | 40,500          | 43,000         | (2,500)      | 43,000         | 2,500                           |
| Freight In and Out                | 6,757       | 7,500           | 7,500          | -            | 7,000          | (500)                           |
| Bid and Hearing Notices           | 615         | 1,000           | 1,000          | -            | 1,000          | -                               |
| Service Development               | 11,682      | 40,000          | 40,000         | -            | 40,000         | -                               |
| Trans. Printing/Reproduc.         | 3,745       | 5,000           | 5,000          | -            | 5,000          | -                               |
| Payroll Services                  | 47,925      | 55,000          | 48,000         | 7,000        | 55,000         | -                               |
| Bank service charge               | 84          | 70              | 100            | (30)         | 100            | 30                              |
| Commuter check process fee        | 232         | 160             | 160            | -            | 160            | -                               |
| Pay PERS file upload              | 591         | -               | -              | -            | -              | -                               |
| Special Planning- reimb expenses  | 183,151     | 126,233         | -              | 114,233      | -              | (126,233)                       |
| Temporary Help-All depts          | 3,993       | 20,542          | 12,000         | 20,542       | 20,000         | (542)                           |
| Temp Help-Shop                    | 12,547      | 701             | -              | 701          | -              | (701)                           |
| Temporary Help-Transportation     | -           | -               | 2,000          | (2,000)      | -              | -                               |
| Temp Help-Tran Admin              | -           | 2,000           | -              | 2,000        | 2,000          | -                               |
| SVR-Differential/Radiator         | 56,230      | 41,767          | 42,000         | (233)        | 47,500         | 5,733                           |
| SVR-Transmission                  | 101,403     | 121,582         | 120,000        | 1,582        | 85,000         | (36,582)                        |
| SVR-Upholstery/Glass              | 6,003       | 27,450          | 32,000         | (4,550)      | 30,000         | 2,550                           |
| SVR-Towing                        | 15,040      | 13,000          | 13,000         | -            | 18,400         | 5,400                           |
| SVR-Engine Repair                 | 139,504     | 134,000         | 170,000        | (36,000)     | 84,000         | (50,000)                        |
| SVR-Body Repair                   | 96,751      | 104,655         | 105,000        | (345)        | 105,000        | 345                             |
| Emission controls                 | 53,976      | 80,050          | 88,800         | (8,750)      | 92,000         | 11,950                          |
| Phone Maint. Services             | 8,313       | 8,313           | 10,000         | (1,687)      | 10,000         | 1,687                           |
| Support Vehicle maint             | 16,722      | 20,156          | 21,500         | (1,344)      | 21,500         | 1,344                           |
| IT Supplies/replacements          | 9,549       | 13,906          | 18,000         | (4,094)      | 18,000         | 4,094                           |
| Clever Devices/frideck maint      | 159,428     | 163,107         | 159,500        | 3,607        | 172,234        | 9,127                           |
| Office Equipment Maint.           | 14,353      | 19,477          | 20,000         | (523)        | 20,000         | 523                             |
| Building Maint. Service           | 36,905      | 75,952          | 78,800         | (2,848)      | 78,000         | 2,048                           |
| Landscape Service                 | 48,361      | 86,414          | 61,200         | 25,214       | 80,000         | (6,414)                         |
| IT Contracts                      | 112,555     | 115,125         | 125,000        | (9,875)      | 125,000        | 9,875                           |
| Radio Maint. Service              | 16,323      | 7,336           | 7,500          | (164)        | 11,500         | 4,164                           |
| IT Consulting                     | -           | 6,500           | 10,000         | (3,500)      | 10,000         | 3,500                           |
| RED Support Expense               | -           | 14,105          | 15,000         | (895)        | 15,000         | 895                             |
| Real Time Bus maintenance service | 26,895      | -               | 117,000        | (117,000)    | -              | -                               |
| Contract Cleaning Service         | 2,260       | 2,260           | -              | 2,260        | 2,300          | 40                              |
| Waste Removal                     | 11,265      | 12,236          | 12,600         | (364)        | 13,200         | 964                             |
| Hazardous Waste                   | 96,317      | 82,476          | 78,750         | 3,726        | 82,500         | 24                              |
| Armored Transport                 | 18,156      | 15,972          | 21,000         | (5,028)      | 21,000         | 5,028                           |
| Fire Monitoring                   | 3,405       | 4,004           | 5,000          | (996)        | 4,000          | (4)                             |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                                | FY 2013 ACT      | Est/Act FY 2014  | FY 2014 Budget   | Over (Under)    | FY 2015 Budget   | Over (Under) FY 2014 Est/Actual |
|--------------------------------|------------------|------------------|------------------|-----------------|------------------|---------------------------------|
| Security Services              | 75,940           | 83,965           | 84,000           | (35)            | 84,000           | 35                              |
| Other Services                 | 2,945            | 4,000            | 3,500            | 500             | 4,000            | -                               |
| <b>Total Services</b>          | <b>2,040,601</b> | <b>2,205,923</b> | <b>2,253,610</b> | <b>(47,687)</b> | <b>2,014,994</b> | <b>(190,929) -9%</b>            |
| Diesel Fuel                    | 2,030,390        | 2,200,000        | 2,573,748        | (373,748)       | 2,575,000        | 375,000                         |
| Oils and Lubricants            | 66,966           | 67,663           | 66,900           | 763             | 70,000           | 2,337                           |
| Gasoline                       | 35,085           | 32,005           | 33,000           | (995)           | 35,350           | 3,345                           |
| Tires and Tubes                | 214,068          | 218,486          | 218,524          | (38)            | 231,362          | 12,876                          |
| Safety Supply                  | 7,923            | 9,560            | 4,400            | 5,160           | 5,500            | (4,060)                         |
| Transportation Supplies        | 17,206           | 12,500           | 12,500           | -               | 12,500           | -                               |
| BART Relief Tickets            | 38,763           | 48,000           | 55,000           | (7,000)         | 55,000           | 7,000                           |
| CSS-Soaps                      | 11,677           | 13,551           | 14,000           | (449)           | 14,000           | 449                             |
| CSS-Solvents                   | -                | 5,000            | 5,000            | -               | 5,000            | -                               |
| CSS-Cleaning                   | 4,633            | 6,111            | 6,695            | (584)           | 6,200            | 89                              |
| CSS-Safety                     | 5,933            | 7,045            | 7,000            | 45              | 7,000            | (45)                            |
| CSS-Antifreeze                 | 3,641            | 5,261            | 5,000            | 261             | 5,600            | 339                             |
| CSS-Gases                      | 4,187            | 6,192            | 8,000            | (1,808)         | 7,000            | 808                             |
| CSS-Misc                       | -                | -                | -                | -               | -                | -                               |
| Oil Analysis                   | 9,000            | 18,000           | 18,000           | -               | 18,000           | -                               |
| Equipment/Garage Exp.          | 18,077           | 22,997           | 25,000           | (2,003)         | 25,000           | 2,003                           |
| Coach Repair Parts             | 528,792          | 607,373          | 614,911          | (7,538)         | 698,423          | 91,050                          |
| Shelter/Bus Stop Supply        | 5,292            | 11,000           | 25,000           | (14,000)        | 15,000           | 4,000                           |
| Radio Maint Supply             | -                | 1,337            | 15,000           | (13,663)        | -                | (1,337)                         |
| Janitorial Supplies            | 21,475           | 17,460           | 17,500           | (40)            | 17,500           | 40                              |
| Lighting Supply                | 2,282            | 6,005            | 10,000           | (3,995)         | 7,000            | 995                             |
| Building Repair Supply         | 34,397           | 37,831           | 37,560           | 271             | 40,000           | 2,169                           |
| Landscape Supply               | 6,126            | 5,000            | 5,000            | -               | 10,000           | 5,000                           |
| Tickets, Passes, Xfrs          | 24,098           | 17,088           | 18,000           | (912)           | 29,000           | 11,912                          |
| Supplies - Offsites            | 1,519            | 1,675            | 2,000            | (325)           | 2,000            | 325                             |
| Personnel Office Supply        | 200              | 500              | 1,000            | (500)           | 1,000            | 500                             |
| Computer Supplies              | 4,485            | 750              | -                | 750             | -                | (750)                           |
| Office Supplies-Administration | 14,861           | 15,000           | 15,000           | -               | 15,000           | -                               |
| Office Supplies-Maint.         | 1,736            | 3,080            | 3,500            | (420)           | 3,500            | 420                             |
| Postage                        | 9,057            | 11,000           | 12,000           | (1,000)         | 12,000           | 1,000                           |
| Obsolete Parts Write-Off       | 517              | 701              | -                | 701             | -                | (701)                           |
| Safety Contingency Plans       | 2,064            | 1,156            | 5,000            | (3,844)         | 4,000            | 2,844                           |
| Training Supply                | 3,723            | 57               | 6,000            | (5,943)         | -                | (57)                            |



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                                       | FY 2013 ACT      | Est/Act FY 2014  | FY 2014 Budget   | Over (Under)     | FY 2015 Budget   | Over (Under) FY 2014 Est/Actual |
|---------------------------------------|------------------|------------------|------------------|------------------|------------------|---------------------------------|
| Contracts & Grants Supply             | 1,453            | 5,593            | 6,000            | (407)            | 6,000            | 407                             |
| Supplies- IC                          | 3,335            | 6,215            | 7,000            | (785)            | 7,000            | 785                             |
| Repair parts-grant exp                | 1,315            | 25,000           | -                | 25,000           | 25,000           | -                               |
| <b>Total Materials &amp; Supplies</b> | <b>3,134,276</b> | <b>3,446,192</b> | <b>3,853,238</b> | <b>(407,046)</b> | <b>3,964,935</b> | <b>518,743</b>                  |
|                                       |                  |                  |                  |                  |                  | <b>15%</b>                      |
| Pacific Gas and Electric              | 179,648          | 185,000          | 188,000          | (3,000)          | 188,000          | 3,000                           |
| Telephone Svc - Concord               | 20,116           | 21,204           | 25,000           | (3,796)          | 25,000           | 3,796                           |
| Contra Costa Water District           | 21,652           | 22,000           | 20,000           | 2,000            | 24,000           | 2,000                           |
| Telephone-Cellular                    | 64,395           | 69,225           | 85,000           | (15,775)         | 85,000           | 15,775                          |
| <b>Total Utilities</b>                | <b>285,811</b>   | <b>297,429</b>   | <b>318,000</b>   | <b>(20,571)</b>  | <b>322,000</b>   | <b>24,571</b>                   |
|                                       |                  |                  |                  |                  |                  | <b>8%</b>                       |
| Physical Damage                       | 89,112           | 99,509           | 89,001           | 10,508           | 87,709           | (11,800)                        |
| Property Premiums                     | 37,561           | 41,678           | 48,200           | (6,522)          | 43,345           | 1,667                           |
| Other Premiums                        | 10,325           | 9,463            | 8,700            | 763              | 9,842            | 379                             |
| UST Insurance                         | 9,148            | 9,444            | 10,000           | (556)            | 9,822            | 378                             |
| Liability Premiums                    | 124,391          | 181,630          | 189,242          | (7,612)          | 182,790          | 1,160                           |
| Insurance/Liability losses            | 110,948          | 307,000          | 82,700           | 224,300          | 135,000          | (172,000)                       |
| <b>Total Insurance</b>                | <b>381,485</b>   | <b>648,724</b>   | <b>427,843</b>   | <b>220,881</b>   | <b>468,507</b>   | <b>(180,217)</b>                |
|                                       |                  |                  |                  |                  |                  | <b>-28%</b>                     |
| Property Tax                          | 10,860           | 10,674           | 10,000           | 674              | 10,000           | (674)                           |
| Licenses / Registrations              | 1,641            | 2,000            | 2,000            | -                | 2,000            | -                               |
| Fuel Storage Tank Fees                | 10,472           | 13,757           | 15,000           | (1,243)          | 15,000           | 1,243                           |
| Use and Other Taxes                   | 5,245            | 6,903            | 8,000            | (1,097)          | 8,000            | 1,097                           |
| Sales Tax                             | 290,559          | 290,000          | 280,000          | 10,000           | 290,000          | -                               |
| <b>Total Taxes</b>                    | <b>318,777</b>   | <b>323,334</b>   | <b>315,000</b>   | <b>8,334</b>     | <b>325,000</b>   | <b>1,666</b>                    |
|                                       |                  |                  |                  |                  |                  | <b>1%</b>                       |
| Radio Site Lease-Diablo               | 35,061           | 32,663           | 33,700           | (1,037)          | 33,700           | 1,037                           |
| Equipment Leases                      | 3,114            | 6,557            | 7,000            | (443)            | 7,000            | 443                             |
| <b>Total Leases</b>                   | <b>38,175</b>    | <b>39,220</b>    | <b>40,700</b>    | <b>(1,480)</b>   | <b>40,700</b>    | <b>1,480</b>                    |
|                                       |                  |                  |                  |                  |                  | <b>4%</b>                       |
| Business Expense- Tran                | 117              | 100              | 100              | -                | 100              | -                               |
| Business Expense- Maint               | -                | -                | -                | -                | -                | -                               |
| Business Expense-admin                | 44               | 400              | 400              | -                | 400              | -                               |
| Business Expense-Fin                  | 1,667            | 500              | 500              | -                | 500              | -                               |
| Board Travel                          | 7,006            | 16,500           | 16,500           | -                | 16,500           | -                               |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                                       | FY 2013 ACT       | Est/Act FY 2014   | FY 2014 Budget    | Over (Under)     | FY 2015 Budget    | Over (Under) FY 2014 Est/Actual |
|---------------------------------------|-------------------|-------------------|-------------------|------------------|-------------------|---------------------------------|
| Staff Travel                          | 37,476            | 20,000            | 20,000            | -                | 20,000            | -                               |
| CTA Dues                              | 12,325            | 13,000            | 13,000            | -                | 13,000            | -                               |
| APTA Dues                             | 26,494            | 28,000            | 28,000            | -                | 29,000            | 1,000                           |
| Other Memberships                     | -                 | -                 | -                 | -                | -                 | -                               |
| Business Expense                      | 7,630             | 8,000             | 4,000             | 4,000            | 4,000             | (4,000)                         |
| Training / Subs-Gm                    | 2,031             | 5,000             | 7,500             | (2,500)          | 7,500             | 2,500                           |
| Misc exp                              | 1,016             | 1,000             | 1,200             | (200)            | 1,200             | 200                             |
| Employee Functions                    | 25,440            | 30,000            | 30,000            | -                | 30,000            | -                               |
| Employee Awards                       | 4,221             | 4,500             | 4,000             | 500              | 4,500             | -                               |
| Departing Emp gifts                   | 86                | -                 | 700               | (700)            | -                 | -                               |
| Paypal fees                           | 3,486             | 3,688             | 3,000             | 688              | 3,000             | (688)                           |
| Newsletter Expense                    | -                 | -                 | 400               | (400)            | -                 | -                               |
| <b>Total Miscellaneous</b>            | <b>129,039</b>    | <b>130,688</b>    | <b>129,300</b>    | <b>1,388</b>     | <b>129,700</b>    | <b>(988)</b>                    |
| <b>Total Miscellaneous</b>            |                   |                   |                   |                  |                   | <b>-1%</b>                      |
| Alamo Creek Shuttle                   |                   | 53,035            | -                 | 53,035           | 106,070           | 53,035                          |
| San Ramon-Noon shuttle                | 742               | -                 | -                 | -                | -                 | -                               |
| St Marys shuttle                      | 49,144            | 40,000            | 44,290            | (4,290)          | 36,415            | (3,585)                         |
| Cal State rte 260 shuttle             | 46,936            | 45,000            | 55,000            | (10,000)         | 45,310            | 310                             |
| <b>Total Purchased Transportation</b> | <b>96,822</b>     | <b>138,035</b>    | <b>99,290</b>     | <b>38,745</b>    | <b>187,795</b>    | <b>49,760</b>                   |
| <b>Total Purchased Transportation</b> |                   |                   |                   |                  |                   | <b>36%</b>                      |
| <b>Total Other Operating Expense</b>  | <b>6,424,986</b>  | <b>7,229,545</b>  | <b>7,436,981</b>  | <b>(207,436)</b> | <b>7,453,631</b>  | <b>224,086</b>                  |
| <b>Total Other Operating Expense</b>  |                   |                   |                   |                  |                   | <b>3%</b>                       |
| Contingency                           |                   |                   | <b>500,000</b>    | <b>(500,000)</b> | <b>883,126</b>    | <b>883,126</b>                  |
| <b>TOTAL FIXED ROUTE EXPENSES</b>     | <b>25,715,047</b> | <b>27,892,537</b> | <b>28,396,860</b> | <b>(504,323)</b> | <b>29,816,259</b> | <b>1,923,722</b>                |
| <b>TOTAL FIXED ROUTE EXPENSES</b>     |                   |                   |                   |                  |                   | <b>6.9%</b>                     |
| Paratransit                           |                   |                   |                   |                  |                   |                                 |
| Wages                                 | 91,579            | 94,800            | 91,000            | 3,800            | 93,317            | (1,483)                         |
| Sick Wages                            | 401               | -                 | 2,300             | (2,300)          | 2,224             | 2,224                           |
| Holiday Pay                           | 4,369             | 4,499             | 5,100             | (601)            | 5,231             | 732                             |
| Vacation Pay                          | 6,812             | 7,000             | 7,800             | (800)            | 7,965             | 965                             |
| Absence pay                           | -                 | -                 | 200               | (200)            | 262               | 262                             |
| Cafeteria Plan                        | 7,740             | 8,226             | 4,800             | 3,426            | 8,945             | 719                             |
| FICA                                  | 1,545             | 1,441             | 1,442             | (1)              | 1,580             | 140                             |
| PERS                                  | 9,500             | 11,395            | 11,406            | (11)             | 11,655            | 260                             |

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
DETAILED BUDGET**

|                          | FY 2013 ACT       | Est/Act FY 2014   | FY 2014 Budget    | Over (Under)     | FY 2015 Budget    | Over (Under) FY 2014 Est/Actual |
|--------------------------|-------------------|-------------------|-------------------|------------------|-------------------|---------------------------------|
| Medical                  | 11,847            | 11,568            | 11,844            | (276)            | 11,568            | -                               |
| Dental                   | 1,497             | 1,911             | 1,440             | 471              | 1,968             | 57                              |
| Life Insurance           | 835               | 867               | 1,030             | (163)            | 889               | 22                              |
| SUI                      | 1,006             | 868               | 1,302             | (434)            | 868               | -                               |
| Agency Fees/Public Info  | -                 | -                 | 520               | (520)            | 100               | 100                             |
| Promotions               | -                 | -                 | 530               | (530)            | 400               | 400                             |
| Legal Fees               | 2,496             | 10,000            | 10,000            | -                | 3,000             | (7,000)                         |
| Building Maint Services  | 1,499             | 1,700             | 2,082             | (382)            | 1,720             | 20                              |
| Radio Maint Services     | 5,510             | 6,000             | 13,600            | (7,600)          | 6,100             | 100                             |
| Community Van Maint      | 9,308             | 10,000            | 10,200            | (200)            | 10,200            | 200                             |
| Office Supply, PTF       | 3,500             | 3,700             | 3,000             | 700              | 3,800             | 100                             |
| Gas and Electric         | 17,540            | 19,000            | 19,800            | (800)            | 19,400            | 400                             |
| Cell Phone               | 1,111             | 1,300             | 1,500             | (200)            | 1,400             | 100                             |
| Sales Tax                | 330               | 600               | 600               | -                | 600               | -                               |
| Purchased Trans-LINK     | 4,759,151         | 4,840,057         | 5,071,720         | (231,663)        | 4,902,337         | 62,281                          |
| Purchased Trans-BART     | 188,574           | 177,000           | 202,910           | (25,910)         | 151,619           | (25,381)                        |
| Other Purch Trans        | -                 | 1,093             | -                 | 1,093            | 1,000             | (93)                            |
| Training / Subscriptions | -                 | 520               | 520               | -                | 530               | 10                              |
| Other Misc Expenses      | (155)             | 400               | 400               | -                | 400               | -                               |
| <b>Total Paratransit</b> | <b>5,125,995</b>  | <b>5,213,944</b>  | <b>5,477,046</b>  | <b>(263,102)</b> | <b>5,249,079</b>  | <b>35,134</b>                   |
| <b>TOTAL CCCTA</b>       | <b>30,841,042</b> | <b>33,106,481</b> | <b>33,873,906</b> | <b>(767,425)</b> | <b>35,065,338</b> | <b>1,958,857</b>                |
|                          |                   |                   |                   |                  |                   | <b>5.9%</b>                     |

## INTER OFFICE MEMO

To: Administration and Finance Committee

Date: May 23, 2014

From: Kathy Casenave, Director of Finance

Reviewed by:

**SUBJECT: Adoption of Gann Appropriations Spending Limitation for FY 2015**

### Summary of Issues:

By State law, the CCCTA Board of Directors must adopt an appropriations limitation prior to adoption of its annual fiscal budget. The calculated FY 2015 legal spending limit for CCCTA is \$60,949,339.

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

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

The appropriations spending limit is calculated using the following formula:

1. Population percentage change x price increase/decrease factor=ratio of change
2. Ratio of change x 2013-14 spending limit = 2014-15 spending limit.

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

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

$$1.0098 \times .9977 = 1.0075$$

2. Ratio of change x 2013-2014 spending limit =2014-2015 spending limit:

$$1.0075 \times \$60,495,622 = \$60,949,339$$

Based on the above calculations, the Gann appropriations spending limit for FY 2014-2015 is \$60,949,339 (Exhibit A). The actual CCCTA non-federal appropriations budget for FY 2014-2015 is \$39,910,141, which is \$21,039,198 below the spending limitation.

### Recommendation:

The staff requests that the Administration and Finance Committee forward to the Board of Directors recommending adoption of the Gann appropriations spending limitation of \$60,949,339 for FY 2014-15.

**COMPUTATION OF GANN APPROPRIATIONS SPENDING LIMIT for FY 2015**

|   |        |       |
|---|--------|-------|
| Contra Costa County change in population        |        | 0.98  |
| Converted to a                                  |        |       |
| ratio   | 1.0098 |       |
| Percentage change in per capita personal income |        | -0.23 |
| Converted to a                                  |        |       |
| ratio   | 0.9977 |       |

Source: California Department of Finance

Ratio of change:

$$1.0098 \quad \times \quad 0.9977 \quad = \quad 1.0075$$

|                        |                     |
|------------------------|---------------------|
| FY 2014 spending limit | <u>\$60,495,622</u> |
|------------------------|---------------------|

|                        |              |
|------------------------|--------------|
| FY 2015 spending limit | \$60,949,339 |
|------------------------|--------------|

|                                      |                     |
|--------------------------------------|---------------------|
| FY 2015 operating budget             | \$35,065,338        |
| Less expenses paid by federal monies | <u>-\$1,288,998</u> |
|                                      | \$33,776,340        |

|                                      |                      |
|--------------------------------------|----------------------|
| FY 2015 capital budget               | \$22,336,478         |
| Less expenses paid by federal monies | <u>-\$16,202,677</u> |
|                                      | \$6,133,801          |

|                                     |                     |
|-------------------------------------|---------------------|
| Operating and capital appropriation | <u>\$39,910,141</u> |
|-------------------------------------|---------------------|

|            |                            |
|------------|----------------------------|
| Underlimit | <u><u>\$21,039,198</u></u> |
|------------|----------------------------|