

County Connection

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

BOARD OF DIRECTORS MEETING AGENDA

**Thursday, June 19, 2014
9:00 a.m.**

**CCCTA Paratransit Facility
Gayle B. Uilkema Memorial Board Room
2477 Arnold Industrial Way
Concord, California**

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

- 1) Call to Order/Pledge of Allegiance
- 2) Roll Call/Confirm Quorum
- 3) Public Communication
- 4) Public Hearing: CCCTA FY2015 Operating and Capital Budget
- 5) Consent Calendar
 - a. Approval of Minutes of Regular Meeting of May 15, 2014*
 - b. CCCTA Investment Policy-Quarterly Reporting Requirement*
 - c. Adoption of GANN Appropriations Spending Limitation for FY2015*
Resolution No. 2014-020*
 - d. Authorize FY2015 Annual Adjustment to Administrative Staff Services and
Establishment of a Management Merit Pool*
Resolution No. 2014-019*
 - e. Approval of Resolution No. 2014-023 Declaring an Effective Date For Compensation
Adjustment for the General Manager for FY 2014-2015*
- 6) Report of Chair
- 7) Report of General Manager
 - a. Recognition of Employee with 30 Years of Service
 - b. Recognition of Retiring Employee
 - c. Update on Cap and Trade Funding in the FY2015 State Budget

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

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

8) Report of Standing Committees

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

- 1) FY2015 Proposed Budget, FY2014 Estimated Actual*
Resolution No. 2014-021*
(The A & F Committee recommends that the Board adopt the FY2015 Operating and Capital Budget.)
- 2) Adopt the CoCo Pass Program on a Demonstration Basis*
Resolution No. 2014-022*
(The A & F Committee will recommend the Board adopt the CoCo Pass Program on a Demonstration Basis)

9) Board Communication

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

10) Adjournment

*Enclosure

General Information

Possible Action: The Board may act upon any item listed on the agenda.

Public Comment: Each person wishing to address the County Connection Board of Directors is requested to complete a Speakers Card for submittal to the Clerk of the Board before the meeting convenes or the applicable agenda item is discussed. Persons who address the Board are also asked to furnish a copy of any written statement to the Clerk. Persons who wish to speak on matters set for Public Hearings will be heard when the Chair calls for comments from the public. After individuals have spoken, the Public Hearing is closed and the matter is subject to discussion and action by the Board.

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

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

Availability of Public Records: All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available for public inspection at 2477 Arnold Industrial Way, Concord, California, at the same time that the public records are distributed or made available to the legislative body. The agenda and enclosures for this meeting are posted also on our website at www.countyconnection.com.

Accessible Public Meetings: Upon request, County Connection will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service so that it is received by County Connection at least 48 hours before the meeting convenes. Requests should be sent to the Board Clerk, Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or hill@countyconnection.com

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

Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, July 17, 9:00 a.m., County Connection Board Room
Administration & Finance:	Wednesday, July 2, 9:00 a.m. 1676 N. California Blvd., Suite 620, Walnut Creek
Advisory Committee:	TBA, County Connection Board Room
Marketing, Planning & Legislative:	Thursday, July 3, 8:30 a.m., 3338 Mt. Diablo Blvd. in Lafayette
Operations & Scheduling:	TBA, Pleasant Hill City Offices

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

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

County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

countyconnection.com

Agenda Item No. 5.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

May 15, 2014

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

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

Staff: Ramacier, Chun, Barrientos, Barrientos, Bowron, Casenave, Churchill, Dominquez, Finn, Flynn, Foley, Hill, Martinez-Morris, Mitchell, Muzzini, Porter, Rubillos, Vassallo and Woodard

PUBLIC COMMENT

Judy Barrientos, ATU President, stated that the ATU International has declared May 2014 National Transit Month. They will be hosting different events around the country. Our local Bay Area event will be on May 20, 2014 at the Baypoint BART Station.

CONSENT CALENDAR

MOTION: Director Dessayer moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of April 17, 2014; Director Manning seconded the motion and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Hudson, Manning, Schroder, Simmons, Tatzin and Weir

No: None

Abstain: None

Absent: Directors Hoffmeister, Storer and Worth

REPORT OF GENERAL MANAGER:

Recognition of Employees of the 1st Quarter, 2014

The following employees were recognized:

Miguel Duenas-Transit Supervisor

Maria Torres-Service Worker

Leroy Dominguez-Bus Operator

Jorge Rubillos-Bus Operator

(Director Storer arrived.)

Chair Bob Simmons thanked these Employees of the Quarter for their great service, dedication, and quality of service.

Recognition of Retired Employee

Sue Flynn, a retired bus operator of 28 years. She has been a professional and positive employee and a great asset to County Connection.

Recognition of Employee with 30 Years of Service

Scott Mitchell has been a great asset to County Connection for the past 30 years.

2014 Bus & Paratransit Conference

General Manager Rick Ramacier highlighted County Connection's 2014 APTA Rodeo Participant, Monroe Woodard.

President's Proposal to Reauthorize MAP21

The President's Proposal to Reauthorize MAP21 would be a 4 year bill that would go to FY 2018, that would increase Transit Funding from the Federal Government from \$10.8 billion to \$18 billion by FY 2018. The proposal would pay for the funding increase through one-time only funds that would be recognized from closing some off shore tax loopholes. As more information becomes available, it will be passed on to the MP&L Committee.

Update on the Advisory Committee

Anne Muzzini stated that County Connection currently has 4 active participants on the Advisory Committee, which reviews the current budget, service cuts, etc. At this time none of the participants wants to come to the Board Meetings, and participation from the other cities has been difficult to obtain. The committee meets every other month, but no real action has been taken.

Various board members expressed their concern for the committee and the difficulty of finding representatives from their cities to serve on the committee. Some directors questioned whether there is a more effective way to receive public input on public transit issues and asked what other transit agencies do. Staff will look into this further.

REPORT OF STANDING COMMITTEES

Administration & Finance Committee

FY2015 Draft Budget, FY2014 Estimated Actual and Ten Year Forecast

Director Dessayer explained that this is the next to the last time the Board will have a chance to review and/or question the draft Budget. The final budget will be acted upon in June. After a brief Board discussion, no action was taken.

Marketing, Planning & Legislative Committee

Marketing Plan and Promotions Budget 2014

Director Schroder stated that the Marketing Plan and Promotion budget is \$180,000 for 2014, which is a decrease from last year. This coming year we will focus on increasing ridership using social media and the internet. Anne Muzzini explained that although social media will be a big part of the Marketing Plan, we will also give focus to getting out in the community, via the schools and senior centers. Several directors questioned how to measure the effectiveness of the marketing program, and that it is important to learn how to best relate marketing to County Connection's goals.

MOTION: Director Schroder moved approval of the Marketing Plan and Promotions Budget 2014
Director Weir seconded the motion and it received the following vote of approval.

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

Operations & Scheduling Committee

Paratransit Van Replacment and Resolution No. 2014-018

Director Weir stated that from time to time we take a look at our vehicle inventory and decide if it is time to purchase any new ones due to regular wear and tear. Scott Mitchell advised the Board that ten 22 foot cutaways and up to 8 minivans will be replaced through a consortium procurement organized by the Moronogo Basin Transit Authority and CalACT.

MOTION: Director Hudson moved approval of Resolution No. 2014-018, Authorizing the General Manager to enter into a contact with Creative Bus Sales for the purchase of eighteen (18) Paratransit vans. Total Cost of the vehicles including tax and delivery not to exceed \$1,352,669. Director Andersen seconded the motion and it received the following vote of approval.

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

BOARD COMMUNICATION:

Director Dessayer reminded the Board Members that it is time to begin the process for the evaluation of the General Manager. Director Schroder congratulated Scott Mitchell, Director of Maintenance for having 30 years of great service for County Connection.

ADJOURNMENT: Chair Simmons adjourned the regular Board meeting at 10:09 a.m.

Minutes prepared by

Lathina Hill
Assistant to the General Manager

Date

The County Connection

Inter Office Memo

TO: Board of Directors

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	
FIXED ROUTE	First Republic Bank	CHECKING	A/P General Account-Fixed Route	425,736	134,594	(157,197)
	First Republic Bank	CHECKING	PAYROLL	429,660	157,631	156,756
	First Republic Bank	CHECKING	CAPITAL PURCHASES	10,635	84,558	84,558
	First Republic Bank	CHECKING	WORKERS COMP-CORVEL	51,053	46,959	21,350
	First Republic Bank	CHECKING	PASS SALES	61	89,603	89,603
	First Republic Bank	Money Market	Prop 2B Safety & Security#2(2386)	5,075	5,075	5,075
	First Republic Bank	Money Market	OnBoardCam-TSGP 2011	-	101	-
	First Republic Bank	Money Market	OnBoardCam-TSGP 2012	116,978	5,419	131
	First Republic Bank	Money Market	PAYPAL-PASS SALES	127	523,941	5,404
	PAYPAL	27SAXUUF19732	CHECKING	TOTAL	1,039,325	523,941
PARATRANSIT	First Republic Bank	CHECKING	CAPITAL PURCHASES	3,520	3,520	3,520
	First Republic Bank	CHECKING	A/P General Account-Paratransit	817,283	1,259,638	1,258,573
			TOTAL	820,803	1,263,158	1,262,093
LAIF FUND	LAIF ACCOUNT	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
			TOTAL	14,068,602	14,027,736	14,027,736
	CCCTA EMPLOYEE					
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
			TOTAL	10,358	10,996	10,996
GRAND TOTAL				\$ 15,939,089	\$ 15,825,831	\$ 15,506,504

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
Rick Ramacier
General Manager

5/23/14
DATE

INTER OFFICE MEMO

To: BOARD OF DIRECTORS

Date: June 9, 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 Administration and Finance Committee recommends that the Board of Directors adopts 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	\$60,495,622
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FY 2015 spending limit	\$60,949,339
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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>
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Underlimit	<u><u>\$21,039,198</u></u>
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RESOLUTION NO. 2014-020

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

* * *

ADOPTS A CCCTA APPROPRIATIONS LIMIT FOR FISCAL YEAR 2014-15

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

WHEREAS, Government Code Section 7910 requires the CCCTA to adopt an appropriations limit for each fiscal year; and

WHEREAS, Government Code Section 7910 requires that, fifteen (15) days prior to adoption of the CCCTA appropriations limit, documentation used in determination of the limit shall be available to the public; and

WHEREAS, CCCTA staff has prepared the appropriations limit documentation (attached hereto and marked Exhibit A) which has been made available to the public for review more than fifteen (15) days prior to the date this resolution was scheduled for consideration by the Board;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the CCCTA Board of Directors that pursuant to Article XIII B of the California State Constitution and SB 1352 (1980 Stats.), the appropriations limit for the Central Contra Costa Transit Authority shall be \$60,949,339, which shall be applicable to fiscal year 2014-15 as set forth in the attached appropriations limit documentation.

Regularly passed and adopted this 19th day of June, 2014 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Bob Simmons, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

County Connection

INTER OFFICE MEMO

To: Board of Directors

Date: June 12, 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.

COMMITTEE RECOMMENDATIONS:

The A&F Committee recommends adoption of Resolution 2014-19 which provides a 2% increase for all non-represented administrative employees.

ACTION REQUESTED:

Approve Resolution 2014-019

To: Board of Directors

Date: June 12, 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.

COMMITTEE RECOMMENDATIONS:

The A&F Committee recommends approval of Resolution 2014-19

ACTION REQUESTED:

Adopt Resolution 2014-019

FY 2015 PAYSCALE

GRADE	POSITION	STEPS								
		1 (MIN)	2	3	4	5	6	7	8	9 (MAX)
GRADE 12	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
GRADE 11	DIRECTOR OF ADMINISTRATION	82,743								160,000
	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
GRADE 10	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
	MGR. SAFETY/TRAINING	64,815								90,725
	MGR. ACC SERVICE	64,815								90,725
	MGR. CUST SERVICE	64,815								90,725
GRADE 9	MGR. TRANSPORTATION	64,815								90,725
	MGR. OUTREACH SERVICES	64,815								90,725
	MGR. PLANNING	64,815								90,725
	MGR. TECHNICAL SERVICES	64,815								90,725
GRADE 8	ASST. MGR. HR	59,643								81,125
	TRAINING COORDINATOR	59,643								81,125
	ASST. TO THE GENERAL MANAGER	59,643								81,125
	FACILITY SUPERINTENDENT	59,643								81,125
GRADE 8	ASST. MGR. CUST SERVICE	59,643								81,125
	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

STEPS

GRADE	POSITION	STEPS								
		1 (MIN)	2	3	4	5	6	7	8	9 (MAX)
GRADE 7	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	
	PAYROLL SUPERVISOR	49,842	51,844	53,924	56,056	58,318	60,658	63,102	65,572	
GRADE 6	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	
	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	
GRADE 5	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	
	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	
GRADE 4	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	
	SCH. DISTR. CLERK	37,440	38,922	40,508	42,094	43,784	45,500	47,372	49,270	
GRADE 3	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	
GRADE 2	LEAD CUSTODIAN	33,982	35,334	36,764	38,220	39,754	41,366	42,978	44,720	
	CUSTODIAN	30,914	32,136	33,436	34,788	36,166	37,622	39,130	40,690	
GRADE 1	OFFICE ASSISTANT/FILE CLERK	28,080	29,224	30,394	31,642	32,890	34,190	35,568	36,998	

RESOLUTION NO. 2014-019

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

* * *

**AUTHORIZES FY2015 ANNUAL ADJUSTMENT
TO ADMINISTRATIVE STAFF SALARIES
AND ESTABLISHES A MANAGEMENT MERIT POOL**

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

WHEREAS, the General Manager has recommended an adjustment to the non-management administrative staff salary ranges to reflect a 2% increase to be effective July 1, 2014, as set forth in Exhibit A; and

WHEREAS, the General Manager has recommended an adjustment of the salary ranges of the management grades to increase by 2% from the FY2014 rates effective July 1, 2014, as set forth in Exhibit A; and

WHEREAS, the General Manager has requested the establishment of a performance based compensation pool not to exceed \$40,000 with authority to award salary increases to individual management staff based upon performance; and

WHEREAS, the Administration & Finance Committee recommends that the Board of Directors adopt the recommendations of the General Manager.

NOW, THEREFORE, BE IT RESOLVED that the CCCTA Board of Directors approves the adjustments to the salary ranges for administrative staff and management grades as set forth in the FY2015 Annual Pay Scale attached hereto and incorporated herein as Exhibit A, to be effective July 1, 2014.

BE IT FURTHER RESOLVED that the Board of Directors authorizes the establishment of a management staff merit pool not to exceed \$40,000 and authorizes the General Manager to exercise his discretion to award merit increases to individual management staff based upon performance.

Regularly passed and adopted this _____ day of June, 2014 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

Bob Simmons, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

RESOLUTION NO. 2014-023

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

* * *

**DECLARES AN EFFECTIVE DATE FOR COMPENSATION ADJUSTMENT
FOR THE GENERAL MANAGER FOR FY 2014-2015**

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

WHEREAS, the Board of Directors is in the process of the annual review of the General Manager's performance and compensation, which may not be completed by July 1, 2014; and

WHEREAS, because the General Manager's annual performance review is currently underway, any modifications to the General Manager Employment Agreement, including adjustments to the General Manager's compensation package for Fiscal Year 2014-2015 are still uncertain and undetermined.

NOW, THEREFORE, BE IT RESOLVED that in consideration of the future services to be rendered by the General Manager, the Board of Directors hereby determines that any adjustments to the General Manager's compensation or other modifications to the General Manager Employment Agreement as may be subsequently approved by the Board shall be effective as of July 1, 2014; and

BE IT FURTHER RESOLVED that pending the completion of the annual review, all terms and conditions of the General Manager Employment Agreement dated July 1, 2007, as amended, shall remain in full force and effect.

Regularly passed and adopted this 19th day of June 2014, by the following vote.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Bob Simmons, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

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

SUBJECT: Proposed Final FY 2015 Budget

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

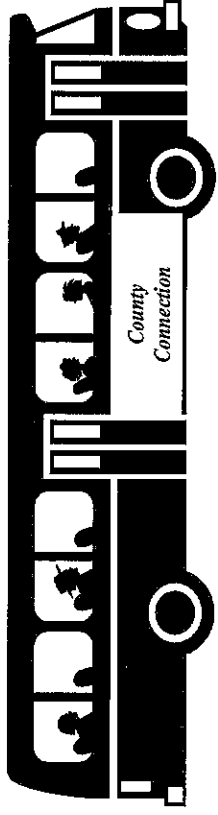
The TDA reserve is projected to \$12.051 million at the end of FY 2023. This is equal to 3.4 months of FY 2023 operating expenses.

ACTION REQUESTED:

The A&F Committee recommends that the Board of Directors adopt the FY 2015 Operating and Capital Budget.

Operating and Capital Budget

Fiscal Year 2015



CENTRAL CONTRA COSTA TRANSIT AUTHORITY

Concord, California

June 9, 2015

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

	EST/ACTUAL	APPROVED	%	PROPOSED	FY 2014 BUD
	FY 2014	BUDGET	VARIANCE	BUDGET	OVER/(UNDER)
		FY 2014		FY 2015	EST ACT
Operations					
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%
Subtotal	\$ 33,106,481	\$ 33,873,906	-2.3%	\$ 35,065,338	5.9%
Capital					
Fixed Route	\$ 19,403,000	\$ 24,755,700	-21.6%	\$ 21,977,540	13.3%
Paratransit	\$ -	\$ -		\$ 358,938	100.0%
Subtotal	\$ 19,403,000	\$ 24,755,700	-21.6%	\$ 22,336,478	15.1%
Grand Total	\$ 52,509,481	\$ 58,629,606	-10.4%	\$ 57,401,816	9.3%

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
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Grand Total	\$ 52,509,481	\$ 58,629,606	-10.4%	\$ 57,401,816	9.3%

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2015 Revenue Source Utilization

	Anticipated Revenue	Anticipated Utilization	Difference
Fixed Route			
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
Total Fixed Route Operating Revenue	\$ 29,431,105	\$ 29,816,259	\$(385,154)
Paratransit			
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
Total Paratransit Operating Revenue	\$ 5,249,079	\$ 5,249,079	\$ -
Capital Program			
TDA 4.0	-	378,000	(378,000)
Increase (Decrease) to TDA reserve		\$ (763,154)	

**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
Full-time stand-by (Protection)	38.0	38.0	35.0	35.0	36.0	36.0	36.0	36.0
Total Transportation	178.0	178.0	172.0	172.0	175.0	175.0	176.0	176.0
Total Transportation	193.0	193.0	187.0	187.0	191.0	192.0	193.0	194.0
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	6.0	6.0
Mechanic, Level V	10.0	10.0	10.0	10.0	10.0	10.0	11.0	11.0
Mechanic, Level IV	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Mechanic, Level III	4.0	4.0	4.0	4.0	4.0	4.0	3.0	4.0
Mechanic, Level II	7.0	7.0	7.0	7.0	7.0	7.0	5.0	7.0
Mechanic, Level I	2.0	2.0	2.0	2.0	2.0	2.0	3.0	2.0
Street Maintenance	1.0	1.0	1.0	1.0	1.0	1.0	3.0	1.0
Bus service workers	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0
Total Maintenance	29.0	29.0	29.0	29.0	29.0	30.0	29.0	29.0
Total Maintenance	39.0	39.0	39.0	39.0	39.0	40.0	40.0	40.0
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
Total	266.0	264.0	257.0	256.0	259.0	261.0	262.0	263.0
Fixed Route Operations	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Total Operations	268.0	266.0	259.0	258.0	261.0	263.0	264.0	265.0

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

	Funding Source						Total
	Fed	State Bridge Tolls	State Bonds	To Be Determined	Local	Prior yr 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					328,000	220,000	\$ 220,000
IT Equipment/Software					50,000		\$ 328,000
Furniture & Office Equipment							\$ 50,000
Total	16,202,677	928,933	3,210,083	500,000	378,000	1,116,785	\$ 22,336,478

**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
Total Capital Program	5,206	19,403	22,336	3,154	4,956	1,713	1,781	689	547	30,554	1,810	92,148
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
\$ 5,206 \$ 19,403 \$ 22,336 \$ 3,154 \$ 4,956 \$ 1,713 \$ 1,781 \$ 689 \$ 547 \$ 30,554 \$ 1,810 \$ 92,148												

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
Total Capital Revenue	5,206	19,403	22,336	3,154	4,956	1,713	1,781	689	547	30,554	1,810	92,148

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
Revenue Hours	213,624	213,624	213,624	213,624	213,624	213,624	213,624	213,624	213,624	213,624	213,624
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	-	-	-	-	-	-	-	-	-
Total Fixed Route Operating Revenue	25,715	27,893	29,816	29,721	30,497	31,508	32,580	33,416	34,274	35,154	36,057
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								
Total Fixed Route Operating Expenses	25,715	27,893	29,816	29,721	30,497	31,508	32,580	33,416	34,274	35,154	36,057
Revenue Hours	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000
20 Passenger Fares	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
Total Paratransit Operating Revenue	5,125	5,214	5,249	5,406	5,567	5,733	5,903	6,080	6,261	6,448	6,640
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%
Total CCCTA Operating Budget	\$ 30,841	\$ 33,106	\$ 35,065	\$ 35,126	\$ 36,064	\$ 37,240	\$ 38,484	\$ 39,496	\$ 40,535	\$ 41,601	\$ 42,697

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

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023
Capital Revenue											
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
33 Prop 1B bonds	883	1,091	3,210	0	457	96	93	0	0	1,047	0
34 Lifeline- 1B pop based bonds	0	485	0	0	0	0	0	0	0	0	0
35 State Transportation- 1B security	117	0	0	0	0	0	0	0	0	0	0
36 Bridge Toll revenues	349	850	929	0	176	37	36	0	0	1,412	28
37 Carryover of unused prior year funding	0	0	1,117	0	0	0	0	0	0	0	0
38 To be determined	0	0	500	0	0	0	500	0	0	0	500
40 Total Capital Revenue	\$ 5,206	\$ 19,403	\$ 22,336	\$ 3,154	\$ 4,956	\$ 1,713	\$ 1,781	\$ 689	\$ 547	\$ 30,554	\$ 1,810

41 Capital Projects	\$ 5,206	\$ 19,403	\$ 22,336	\$ 3,154	\$ 4,956	\$ 1,713	\$ 1,781	\$ 689	\$ 547	\$ 30,554	\$ 1,810
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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%
TDA 4.0 Needed for Operations and Capital:											
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)
48 Ending TDA Reserve	\$ 12,421	\$ 10,463	\$ 9,700	\$ 7,737	\$ 7,893	\$ 8,221	\$ 9,274	\$ 10,312	\$ 11,540	\$ 10,186	\$ 12,051

Number Of Months of Operating Expenses in Reserve

4.8	3.8	3.3	2.6	2.6	2.6	2.6	2.9	3.1	3.4	2.9	3.4
40%	32%	28%	22%	22%	22%	22%	24%	26%	28%	24%	28%

Percentage of operating budget

**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
FIXED ROUTE						
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)
Total Wages	12,093,546	12,334,413	12,480,718	(146,305)	12,869,319	534,906
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)
Total Sick Pay	399,817	475,009	407,700	67,309	446,656	(28,353) -6%
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
Total Holiday Pay	589,826	591,266	634,235	(42,969)	642,570	51,304 9%
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
Total Accrued Vacation	996,498	901,599	906,100	(4,501)	902,815	1,216 0%
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
Total Absence Pay	60,308	67,567	61,363	6,204	71,839	4,272
Total Compensation	14,139,995	14,369,854	14,490,116	(120,262)	14,933,199	563,345
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
Total FICA/Medicare	172,460	196,453	182,390	14,063	203,123	6,670
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
Total	14,312,455	14,566,307	14,672,506	(106,199)	15,136,322	563,867
						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
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
Total Retirement	1,173,213	1,490,010	1,509,380	(19,370)	1,544,667	54,656
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	-
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)
Total Medical	1,896,721	1,901,599	1,758,800	142,799	1,978,553	76,954
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	3%
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	
Total Dental	288,260	308,182	289,500	18,682	316,250	8,068	3%
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	
Total Workers Comp	506,555	900,000	813,800	86,200	927,000	27,000	3%
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	
Total Life Insurance	89,808	100,767	92,800	7,967	103,286	2,519	2%
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	-
Total SUI	118,254	119,712	114,192	5,520	120,358	646
Operator Uniforms	40,984	48,000	48,000	-	48,000	-
Uniforms - Maint. Pers.	11,259	14,500	14,500	-	14,000	(500)
Total Uniforms	52,243	62,500	62,500	-	62,000	(500)
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
Total Other Benefits	852,552	1,213,915	1,146,401	67,514	1,291,066	77,151
Total Benefits	7,196,515	8,328,579	7,979,161	349,418	8,610,183	281,604
Total Wages and Benefits	19,290,061	20,662,992	20,459,879	203,113	21,479,502	816,510
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/rideck 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	-
Total Services	2,040,601	2,205,923	2,253,610	(47,687)	2,014,994	(190,929) -9%
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	-
Total Materials & Supplies	3,134,276	3,446,192	3,853,238	(407,046)	3,964,935	518,743
						15%
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
Total Utilities	285,811	297,429	318,000	(20,571)	322,000	24,571
						8%
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)
Total Insurance	381,485	648,724	427,843	220,881	468,507	(180,217)
						-26%
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	-
Total Taxes	318,777	323,334	315,000	8,334	325,000	1,666
						1%
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
Total Leases	38,175	39,220	40,700	(1,480)	40,700	1,480
						4%
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)	-	-
Total Miscellaneous	129,039	130,688	129,300	1,388	129,700	(988)
Alamo Creek Shuttle						
San Ramon-Noon shuttle	742	53,035	-	53,035	106,070	53,035
St Marys shuttle	49,144	40,000	44,290	(4,290)	36,415	(3,585)
Cal State rfe 260 shuttle	46,936	45,000	55,000	(10,000)	45,310	310
Total Purchased Transportation	96,822	138,035	99,290	38,745	187,795	49,760
Total Other Operating Expense	6,424,986	7,229,545	7,436,981	(207,436)	7,453,631	224,086
Contingency			500,000	(500,000)	883,126	883,126
TOTAL FIXED ROUTE EXPENSES	25,715,047	27,892,537	28,396,860	(504,323)	29,816,259	1,923,722
6.9%						6.9%
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	-
Total Paratransit	5,125,995	5,213,944	5,477,046	(263,102)	5,249,079	35,134
TOTAL CCCTA	30,841,042	33,106,481	33,873,906	(767,425)	35,065,338	1,958,857
						5.9%

RESOLUTION NO. 2014-021

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

**ADOPTION OF FINAL FISCAL YEAR 2015 OPERATING AND CAPITAL BUDGET
IN THE AMOUNT OF \$ 57,401,816**

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

WHEREAS, the adoption of an operating and capital budget is required by the Joint Exercise of Powers Agreement and Bylaws of CCCTA, and is necessary for obtaining both Federal and State funds to support the CCCTA's transit program; and

WHEREAS, the General Manager and the Director of Finance have prepared and presented to the Board of Directors a proposed final Operating Budget for Fiscal Year 2015 in the amount of \$35,065,338, which sets forth projected revenues and expenses associated with CCCTA's operating and maintenance program; and

WHEREAS, the General Manager and Director of Finance have prepared and presented a proposed final Capital Budget for Fiscal Year 2015 in the amount of \$22,336,478.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority adopts the Operating and Capital Budget for Fiscal Year 2015, a copy of which is attached and incorporated by this reference; and

BE IT FURTHER RESOLVED that the General Manager is directed to submit this budget to the Metropolitan Transportation Commission, together with a copy of this resolution at the earliest practicable date.

Regularly passed and adopted this 19th day of June 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Bob Simmons, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

To: Board of Directors

Date: June 11, 2014

From: Anne Muzzini, Director of Planning & Marketing

Reviewed by:

Subject: Creation of a CoCo Pass

Summary:

The concept of creating a bulk purchase annual pass – the CoCo Pass - has been reviewed by Board members over the past several months. In April the Board reviewed the A&F Committee recommendation to create a CoCo pass program whereby employers, neighborhood associations, and residential developments could purchase bulk volume of an annual pass for their employees or residents. The Committee recommended that the program be started with up to three entities and that there be a minimum purchase of 50 passes at a price of \$140 each. In addition, the method to measure whether the program is revenue neutral was determined. At the end of a year the volume of trips taken and revenue received from the program will be used to determine the average fare per trip. If the average fare per trip is consistent with the monthly pass program, then the program would be determined to be revenue neutral. If not, then changes to the price would be made. To address fraudulent use of the pass, the program has been designed so that passes have a photo ID on them.

In April the Board confirmed their interest in the program as designed by the A&F committee and directed staff to conduct the public hearing as required for any fare changes. Only two comments were received; one person supported the program as drafted and one wanted everyone to be able to buy an annual pass for \$140 no matter how many passes were purchased.

Recommendation:

The Administration and Budget Committee recommends that the Board adopt Resolution #2014-022 authorizing the implementation of a CoCo Pass program. The program will entail execution of up to three contracts for a minimum volume of 50 passes at a rate of \$140 per pass. The program will be conducted for a one year demonstration period and six months after the first contract is executed a Title VI report will be developed for the Board based on a survey of pass recipients.

RESOLUTION NO. 2014-022

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

* * *

APPROVING IMPLEMENTATION OF PILOT COCO PASS PROGRAM

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

WHEREAS, many transit agencies, including several agencies in the Bay Area, offer bulk discount transit passes to participating employers, developers, and neighborhoods, which passes have the potential to increase public transit ridership and revenue; and

WHEREAS, staff has developed a new pilot discount transit pass program ("CoCo Pass Pilot Program"), which will allow three participating organizations to purchase County Connection CoCo Passes, which will be valid for a one-year pilot period, for use on County Connection's buses; and

WHEREAS, during the CoCo Pass Pilot Program, the participating organizations will pay County Connection \$140 per CoCo Pass, for the calendar year, which will allow the holder to use the CoCo Pass as valid fare on County Connection twenty-four hours a day, seven days a week; and

WHEREAS, staff anticipates that the CoCo Pass Pilot Program will be revenue neutral during the one-year pilot period; and

WHEREAS, staff will develop documentation and practices to be implemented by participating organizations to guard against fraud during the CoCo Pass Pilot Program; and

WHEREAS, staff conducted a public hearing on the proposed annual pass price of \$140, and the Board has considered input received; and

WHEREAS, after six months of implementation of the first contract, staff will report on the program's progress, including revenue impacts, and will provide a Title VI analysis to be developed through ridership surveys and other data collection, for the Board's consideration; and

WHEREAS, the Administration and Finance Committee recommends the Board approve the implementation of a CoCo Pass Pilot Program, in which CoCo Passes would be provided to a test group of three (3) organizations, each of which would purchase a minimum of fifty (50) CoCo Passes at a cost of \$140 per year for each CoCo Pass.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority hereby approves the implementation of an CoCo Pass Pilot Program, as described above, for a period of one year, and establishes the price for the annual pass at \$140, with the understanding that staff will provide a report to the Board on the program's progress within six months of implementation of a contract.

Regularly passed and adopted this _____ day of _____ 2014, by the following vote.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Bob Simmons, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board