

# County Connection

## INTER OFFICE MEMO

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

Date: September 30, 2014

**SUBJECT: County Connection Income Statements for the Twelve Months Ended June 30, 2014**

The attached unaudited CCCTA Income Statements for FY 2014 are presented for your review. The audit field work has been completed. It is unknown at this time if there will be any adjustments, but in the past there have not been any that materially altered the statements. The combined actual expenses, Fixed Route and Paratransit, (Schedule 1), are **3.1% under budget (\$1,040,084)**. In June, it was estimated that expenses would be -2.4% (\$767,426) under budget. The financial statements show a loss of \$42,868. This is due to the use of repair parts that were purchased in prior years with capital grant revenue. The capital grant revenue was recorded in the year of receipt.

The expense categories with the most significant variances were:

Operator wages	\$ 113,520	1.6%	Operator wages are over due to guarantees, overtime, training costs, and contract negotiations. See Schedule 4.
Other wages	\$( 136,463)	( 2.6)%	Other wages are lower mainly due to vacancies in Maint. Dept.
Fringe benefits	\$ 307,209	3.8%	Fringe benefits are over mainly due to OPEB expense (\$143K), cafeteria expense (\$108K), dental exp (\$26K) & various other categories.
Services	\$( 213,278)	( 9.3)%	Services are lower mainly due to legal (\$134K), and to other categories such as, service development, graphics, promotions, legal & outside service repairs.
Materials & Supplies	\$(720,068)	(18.7)%	Materials and supplies are lower mainly due to diesel fuel (\$524K) and repair parts (\$117K).
Insurance	\$ 312,752	73.1%	Insurance is over due to liability claims expense
Purchased transportation	\$( 167,178)	( 3.1)%	Purchased transportation is less due to 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 2.8% under budget and Paratransit expenses are 4.5% under budget.

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

Passenger fares/special fares	\$ (33,688)	(.7)%	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.
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Federal Operating	\$ 1,174,322	166.2%	Federal revenue is more because funds remaining from latest bus purchase were converted to preventive maintenance revenue & Paratransit operating.
TDA revenue earned	\$(2,007,055)	( 12.0)%	TDA revenue is lower due to an increase in other revenue and lower than expected expenses.
Measure J	\$( 195,495)	( 3.5)%	Measure J is lower because actual allocation is less than budgeted.
Other operating assistance	\$( 129,803)	( 9.9)%	Other operating assistance is lower due to slower housing sales in Dougherty Valley (developer fees) & delay in implementation of project to be paid for by state security grant. Both of these revenues will be collected in future years.

### **Fixed Route Operator Wages (Schedule 5)**

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

- Guarantees are 11.6% over budget.
- Overtime is 11.3% over budget.
- Training is 11.3% over budget.
- Other wages are 145.4% over budget due to contract negotiations (\$24K) & various other categories.
- Overall wages for operators are 1.6% 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 3.4% less than FY 2013 but 2.5% more compared to FY 2012.
- The farebox recovery ratio is lower compared to FY 2013 and FY 2012. The ratio is 16.3% in FY 2014; 18.1% in FY 2013 and 17.7% in FY 2012.
- Operating expenses are 7.4% more than in FY 2013 and 10.4% more than in FY 2012.
- Fixed route revenue hours are 4.2% more than FY 2013 and 6.2% more than FY 2012.
- The cost per revenue hour has increased 3.1% compared to FY 2013 and 4.5% compared to FY 2012.
- Passengers have increase 1% compared to FY2013 and 6.6% compared to FY 2012.
- The cost per passenger has increased 6.3% compared to FY 2013 and increased 4% compared to FY 2012.
- Passengers per revenue hour have decreased 3.1% compared to FY 2013 and increased .5% compared to FY 2012.

Paratransit:

- Passenger fares have increased 21.5% compared to FY 2013 and 5.6% compared to FY 2012.
- The farebox ratio is more than FY 2013 and FY 2012. The ratio is 11.9% in FY 2014; 10% in FY 2013; and 11.3% in FY 2012.
- Expenses have increased 2% from the prior year and increased 1.2% compared to FY 2012.
- Revenue hours are .5% more than FY 2013 and 4.5% less than FY 2012.
- Passengers have increased 3.5% compared to FY 2013 and increased .3% compared to FY 2012.
- The cost per passenger has decreased 1.4% since FY 2013 and increased .9% compared to FY 2012.
- Paratransit passengers per revenue hour have increased 3.1% compared to FY 2013 and 4.5% compared to FY 2012.

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

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

For the Twelve Months Ended June 30, 2014

### *Combined Fixed Route and Paratransit Income Statement -Unaudited*

	Actual	Budget	Variance	% Variance
<b>Revenues</b>				
Passenger fares	\$ 3,935,631	4,159,137	(223,506)	-5.4%
Special fares	\$ 1,169,472	979,654	189,818	19.4%
	<u>\$ 5,105,103</u>	<u>5,138,791</u>	<u>(33,688)</u>	<u>-0.7%</u>
Advertising	\$ 579,738	572,096	7,642	1.3%
Safe Harbor lease	\$ 3,467	5,000	(1,533)	-30.7%
Other revenue *	\$ 104,448	115,300	(10,852)	-9.4%
Federal operating	\$ 1,881,018	706,696	1,174,322	166.2%
TDA 4.0 earned revenue	\$ 14,665,449	16,672,504	(2,007,055)	-12.0%
TDA 4.5 earned revenue	\$ 812,956	699,446	113,510	16.2%
STA revenue	\$ 3,065,999	3,065,999	0	0.0%
Measure J	\$ 5,390,143	5,585,638	(195,495)	-3.5%
Other operating assistance *	\$ 1,182,633	1,312,436	(129,803)	-9.9%
	<u>\$ 27,685,851</u>	<u>28,735,115</u>	<u>(1,049,264)</u>	<u>-3.7%</u>
<b>Total Revenue</b>	<b>\$ 32,790,954</b>	<b>33,873,906</b>	<b>(1,082,952)</b>	<b>-3.2%</b>
<b>Expenses</b>				
Wages- Operators	\$ 7,432,020	7,318,500	113,520	1.6%
Wages-Other	\$ 5,116,755	5,253,218	(136,463)	-2.6%
	<u>\$ 12,548,775</u>	<u>12,571,718</u>	<u>(22,943)</u>	<u>-0.2%</u>
Fringe Benefits	\$ 8,335,032	8,027,823	307,209	3.8%
Services	\$ 2,077,264	2,290,542	(213,278)	-9.3%
Materials & Supplies	\$ 3,136,172	3,856,240	(720,068)	-18.7%
Utilities	\$ 284,787	339,300	(54,513)	-16.1%
Insurance	\$ 740,595	427,843	312,752	73.1%
Taxes	\$ 325,316	315,600	9,716	3.1%
Leases and Rentals	\$ 36,402	40,700	(4,298)	-10.6%
Miscellaneous *	\$ 142,737	130,220	12,517	9.6%
Special Trip Services	\$ 5,206,742	5,373,920	(167,178)	-3.1%
<b>Operations</b>	<b>\$ 32,833,822</b>	<b>33,373,906</b>	<b>(540,084)</b>	<b>-1.6%</b>
Contingency Reserve	\$ -	500,000	(500,000)	-100.0%
<b>Total Expenses</b>	<b>\$ 32,833,822</b>	<b>33,873,906</b>	<b>(1,040,084)</b>	<b>-3.1%</b>
<b>Net Income (Loss)</b>	<b>\$ (42,868)</b>	<b>-</b>	<b>(42,868)</b>	
<i>Revenue Hours</i>	<i>296,898</i>	<i>294,267</i>	<i>2,631</i>	<i>0.9%</i>
<i>Cost per Rev Hr</i>	<i>\$ 110.47</i>	<i>114.97</i>	<i>(4.51)</i>	<i>-3.9%</i>
<i>Passengers</i>	<i>3,477,967</i>	<i>3,479,436</i>	<i>(1,469)</i>	<i>0.0%</i>
<i>Cost per Passenger</i>	<i>\$ 9.44</i>	<i>9.74</i>	<i>(0.29)</i>	<i>-3.0%</i>
<i>Farebox ratio</i>	<i>15.6%</i>	<i>15.2%</i>	<i>0.4%</i>	<i>2.5%</i>

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

\* See Schedule 6 for detail

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

## FY 2014 Year to Date Comparison of Actual vs Budget For the Twelve Months Ended June 30, 2014

### *Fixed Route Income Statement- Unaudited*

	Actual	Budget	Variance	% Variance
<b>Revenues</b>				
Passenger fares	\$ 3,314,663	3,629,698	(315,035)	-8.7%
Special fares	\$ 1,169,472	979,654	189,818	19.4%
	<u>\$ 4,484,135</u>	<u>4,609,352</u>	<u>(125,217)</u>	<u>-2.7%</u>
Advertising	\$ 579,738	572,096	7,642	1.3%
Safe Harbor lease	\$ 3,467	5,000	(1,533)	-30.7%
Other revenue	\$ 104,369	115,000	(10,631)	-9.2%
Federal operating	\$ 488,159	30,000	458,159	1527.2%
TDA earned revenue	\$ 14,665,449	15,519,673	(854,224)	-5.5%
STA revenue	\$ 2,149,883	2,149,883	-	
Measure J	\$ 4,081,743	4,282,321	(200,578)	-4.7%
Other operating assistance	\$ 1,003,086	1,113,535	(110,449)	-9.9%
	<u>\$ 23,075,894</u>	<u>23,787,508</u>	<u>(711,614)</u>	<u>-3.0%</u>
<b>Total Revenue</b>	<b>\$ 27,560,029</b>	<b>28,396,860</b>	<b>(836,831)</b>	<b>-2.9%</b>
<b>Expenses</b>				
Wages- Operators	\$ 7,432,020	7,318,500	113,520	1.6%
Wages-Other	\$ 5,019,206	5,162,218	(143,012)	-2.8%
	<u>\$ 12,451,226</u>	<u>12,480,718</u>	<u>(29,492)</u>	<u>-0.2%</u>
Fringe Benefits	\$ 8,287,198	7,979,159	308,039	3.9%
Services	\$ 2,051,599	2,253,610	(202,011)	-9.0%
Materials & Supplies	\$ 3,134,571	3,853,240	(718,669)	-18.7%
Utilities	\$ 264,835	318,000	(53,165)	-16.7%
Insurance	\$ 740,595	427,843	312,752	73.1%
Taxes	\$ 325,172	315,000	10,172	3.2%
Leases and Rentals	\$ 36,402	40,700	(4,298)	-10.6%
Miscellaneous	\$ 140,556	129,300	11,256	8.7%
Purchased Transportation	\$ 170,743	99,290	71,453	72.0%
<b>Operations</b>	<b>\$ 27,602,897</b>	<b>27,896,860</b>	<b>(293,963)</b>	<b>-1.1%</b>
Contingency Reserve		500,000	(500,000)	-100.0%
<b>Total Expenses</b>	<b>\$ 27,602,897</b>	<b>28,396,860</b>	<b>(793,963)</b>	<b>-2.8%</b>
<b>Net Income (Loss)</b>	<b>\$ (42,868)</b>	<b>-</b>	<b>(42,868)</b>	
<b>Revenue Hours</b>	<b>222,504</b>	<b>217,635</b>	<b>4,869</b>	<b>2.2%</b>
<b>Cost per Rev Hr</b>	<b>\$ 123.89</b>	<b>130.29</b>	<b>(6.40)</b>	<b>-4.9%</b>
<b>Passengers</b>	<b>3,328,513</b>	<b>3,340,110</b>	<b>(11,597)</b>	<b>-0.3%</b>
<b>Cost per Passenger</b>	<b>\$ 8.29</b>	<b>8.50</b>	<b>(0.21)</b>	<b>-2.5%</b>
<b>Passengers per Rev Hr</b>	<b>14.96</b>	<b>15.35</b>	<b>(0.39)</b>	<b>-2.5%</b>
<b>Farebox recovery ratio</b>	<b>16.3%</b>	<b>16.3%</b>	<b>0.0%</b>	<b>0.1%</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 Twelve Months Ended June 30, 2014**  
**Paratransit Income Statement-Unaudited**

	Actual	Budget	Variance	% Variance
<b>Revenues</b>				
Passenger fares	\$ 620,968	529,439	91,529	17.3%
Special fares	-	-	0	0.0%
	<u>\$ 620,968</u>	<u>529,439</u>	<u>91,529</u>	<u>17.3%</u>
Advertising	-	-	0	
Other revenue	\$ 79	300	(221)	-73.7%
Federal operating	\$ 1,392,859	676,696	716,163	105.8%
TDA 4.5 earned revenue	\$ 812,956	699,446	113,510	16.2%
TDA 4.0 earned revenue	-	1,152,831	(1,152,831)	-100.0%
STA revenue	\$ 916,116	916,116	0	0.0%
Measure J	\$ 1,308,400	1,303,317	5,083	0.4%
Other operating assistance	\$ 179,547	198,900	(19,353)	-9.7%
	<u>\$ 4,609,957</u>	<u>4,947,607</u>	<u>(337,650)</u>	<u>-6.8%</u>
<b>Total Revenue</b>	<b>\$ 5,230,925</b>	<b>5,477,046</b>	<b>(246,121)</b>	<b>-4.5%</b>
<b>Expenses</b>				
Wages- Operators	-	-	0	0.0%
Wages-Other	\$ 97,549	91,000	6,549	7.2%
	<u>\$ 97,549</u>	<u>91,000</u>	<u>6,549</u>	<u>7.2%</u>
Fringe Benefits	\$ 47,834	48,664	(830)	-1.7%
Services	\$ 25,665	36,932	(11,267)	-30.5%
Materials & Supplies	\$ 1,601	3,000	(1,399)	-46.6%
Utilities	\$ 19,952	21,300	(1,348)	-6.3%
Insurance	-	-	0	0.0%
Taxes	\$ 144	600	(456)	-76.0%
Miscellaneous	\$ 2,181	920	1,261	137.1%
Special Trip Services	\$ 5,035,999	5,274,630	(238,631)	-4.5%
	<u>\$ 5,230,925</u>	<u>5,477,046</u>	<u>(246,121)</u>	<u>-4.5%</u>
<b>Total Expenses</b>	<b>\$ 5,230,925</b>	<b>5,477,046</b>	<b>(246,121)</b>	<b>-4.5%</b>
<b>Net Income (Loss)</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	
<i>Revenue Hours</i>	<i>74,394</i>	<i>76,632</i>	<i>(2,238)</i>	<i>-2.9%</i>
<i>Cost per Rev Hr</i>	<i>\$ 70.31</i>	<i>71.47</i>	<i>(1.16)</i>	<i>-1.6%</i>
<i>Passengers</i>	<i>149,454</i>	<i>139,326</i>	<i>10,128</i>	<i>7.3%</i>
<i>Cost per Passenger</i>	<i>\$ 35.00</i>	<i>39.31</i>	<i>(4.31)</i>	<i>-11.0%</i>
<i>Passengers per Rev Hr</i>	<i>2.01</i>	<i>1.82</i>	<i>0.19</i>	<i>10.5%</i>
<i>Farebox ratio</i>	<i>11.9%</i>	<i>9.7%</i>	<i>2.2%</i>	<i>22.8%</i>
<i>(fares,spec fares/Oper exp-leases)</i>				

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
*Other Revenue; Other Operating Assistance; Miscellaneous Expenses*  
**For the Twelve Months Ended June 30, 2014**

**Other Revenue**

Investment income (interest)	\$	11,135
ADA Database Management revenue		75,000
Sale of Assets		2,000
Paypal Shipping revenue		2,361
RTC Card revenue		1,831
Recycling		2,458
Vending machine commission		1,400
Credit card rebate		252
Restitution		1,200
Warranty reimbursement		4,002
Accounts payable discount		94
Various		2,715
	\$	<u>104,448</u>

**Other Operating Assistance**

RM2	\$	145,339
Caltrans planning grant		81,990
Community Van program		3,012
BART feeder revenue		658,814
Lift grant		23,302
ADA BART		179,547
Mobility mgt grant		48,881
Adaptive service planning grant-CCTA		41,748
	\$	<u>1,182,633</u>

**Miscellaneous Expenses**

Board Travel Expense	\$	8,812
Staff Travel Expense		49,506
CTA Dues		12,325
APTA Dues		27,276
Employee functions		32,410
Employee Awards/pins		3,698
Paypal fees		3,485
Training		1,651
Various other	\$	3,575
	\$	<u>142,737</u>

**Schedule 4- Other Revenues/Other Expenses**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**Operator Wages**  
**For the Twelve Months Ended June 30, 2014**

	Year to Date				
	Actual	Budget	Variance	% Variance	
Platform/report/turn in	\$ 5,855,624	\$ 5,874,346	\$ (18,722)	-0.3%	
Guarantees	\$ 356,797	\$ 319,662	37,135	11.6%	
Overtime	\$ 263,834	\$ 237,068	26,766	11.3%	
Spread	\$ 166,756	\$ 164,659	2,097	1.3%	
Protection	\$ 338,455	\$ 349,677	(11,222)	-3.2%	
Travel	\$ 228,904	\$ 208,982	19,922	9.5%	
Training	\$ 150,325	\$ 135,038	15,287	11.3%	
Other Misc	\$ 71,325	\$ 29,068	42,257	145.4%	
	<b>\$ 7,432,020</b>	<b>\$ 7,318,500</b>	<b>\$ 113,520</b>	<b>1.6%</b>	



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2014 Year to Date Comparison of FY 2013 Actual & FY 2012 Actual**  
**Statistics**  
**For the Twelve Months Ended June 30, 2014**

	Actual FY2014	Actual FY2013	Variance Actual 2014 to Actual 2013	Actual FY2012	Variance Actual 2014 to Actual 2012
<b>Fixed Route</b>					
Fares	\$ 3,314,663	\$ 3,579,640	-7.4%	\$ 3,425,347	-3.3%
Special Fares	1,169,472	1,061,608	10.2%	945,970	19.1%
<b>Total Fares</b>	<b>\$ 4,484,135</b>	<b>\$ 4,641,248</b>	<b>-3.4%</b>	<b>\$ 4,371,317</b>	<b>2.5%</b>
<i>Fares box recovery ratio</i>	<i>16.3%</i>	<i>18.1%</i>	<i>-10.0%</i>	<i>17.7%</i>	<i>-8.8%</i>
Operating Exp (Less leases)	\$ 27,566,495	\$ 25,676,872	7.4%	\$ 24,690,727	10.4%
<i>Revenue Hours</i>	<i>222,504</i>	<i>213,624</i>	<i>4.2%</i>	<i>208,719</i>	<i>6.2%</i>
<i>Cost per Rev Hour</i>	<i>\$ 123.89</i>	<i>\$ 120.20</i>	<i>3.1%</i>	<i>\$ 118.30</i>	<i>4.5%</i>
<i>Passengers</i>	<i>3,328,513</i>	<i>3,296,764</i>	<i>1.0%</i>	<i>3,107,879</i>	<i>6.6%</i>
<i>Cost per Passenger</i>	<i>\$ 8.28</i>	<i>\$ 7.79</i>	<i>6.3%</i>	<i>\$ 7.95</i>	<i>4.0%</i>
<i>Passengers per Rev Hr</i>	<i>14.96</i>	<i>15.43</i>	<i>-3.1%</i>	<i>14.89</i>	<i>0.5%</i>

**Paratransit**

Fares	\$ 620,968	\$ 511,177	21.5%	\$ 586,105	5.6%
<i>Fares box recovery ratio</i>	<i>11.9%</i>	<i>10.0%</i>	<i>19.0%</i>	<i>11.3%</i>	<i>4.5%</i>
Operating Exp (Less leases)	\$ 5,230,925	\$ 5,125,995	2.0%	\$ 5,170,149	1.2%
<i>Revenue Hours</i>	<i>74,394</i>	<i>74,053</i>	<i>0.5%</i>	<i>77,729</i>	<i>-4.5%</i>
<i>Cost per Rev Hour</i>	<i>\$ 70.31</i>	<i>\$ 69.22</i>	<i>1.6%</i>	<i>\$ 66.52</i>	<i>5.4%</i>
<i>Passengers</i>	<i>149,454</i>	<i>144,339</i>	<i>3.5%</i>	<i>149,052</i>	<i>0.3%</i>
<i>Cost per Passenger</i>	<i>\$ 35.00</i>	<i>\$ 35.51</i>	<i>-1.4%</i>	<i>\$ 34.69</i>	<i>0.9%</i>
<i>Passengers per Rev Hr</i>	<i>2.01</i>	<i>1.95</i>	<i>3.1%</i>	<i>1.92</i>	<i>4.5%</i>