

County Connection

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

ADMINISTRATION & FINANCE COMMITTEE MEETING AGENDA

Wednesday, October 1, 2014
9:00 a.m.
Hanson Bridgett
1676 North California Blvd., Suite 620
Walnut Creek, California

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

1. Approval of Agenda
2. Public Communication
3. Selection of Chair
4. Approval of Minutes of September 3, 2014*
5. Closed Session:
 Conference with Legal Counsel – Anticipated Litigation
 Government Code Section 54956.9
 Contra Costa County Superior Court Case No: C14-00388
6. Income Statements for the Twelve Months Ended June 30, 2014*
7. MOU with MTC for Clipper Participation*
8. Increasing Cafeteria Amounts for Non Represented Employees*
9. Review of Vendor Bills, September 2014**
10. Legal Services Statement, July 2014-General**
11. Adjournment

*Enclosure

**Enclosure for Committee Members

FY2014/2015 A&F Committee

Bob Simmons – Walnut Creek, Don Tatzin – Lafayette, Gregg Manning - Clayton

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

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

General Information

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

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

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

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

Accessible Public Meetings: Upon request, County Connection will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service so that it is received by County Connection at least 48 hours before the meeting convenes. Requests should be sent to the Assistant to the General Manager, 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 BART station nearest the meeting location for individuals who want to attend the meeting. To arrange for the shuttle service, please call Robert Greenwood – 925/680 2072, no later than 24 hours prior to the start of the meeting.

Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, October 16, 9:00 a.m., County Connection Board Room
Administration & Finance:	TBA. 1676 N. California Blvd., S620, Walnut Creek
Advisory Committee:	Tuesday, November 11, 2:00 p.m. County Connection Board Room
Marketing, Planning & Legislative:	TBA. Pleasant Hill City Hall Small Community Room
Operations & Scheduling:	Friday, October 3, 8:30 a.m. Supervisor Andersen's Office 309 Diablo Road, Danville, CA

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

INTER OFFICE MEMO

Administration and Finance Committee
Summary Minutes
September 3, 2014

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

Committee Members:	Director Al Dessayer Director Don Tatzin Director Gregg Manning
Staff:	General Manager Rick Ramacier Director of Transportation Bill Churchill
Guest:	Ralph Hoffmann

1. Approval of Agenda- Approved.
2. Public Communication- Mr. Hoffmann spoke of the need for improvements in bus shelters- locations and amenities- particularly on Route 5.
3. Approval of Minutes of August 12, 2014- Approved.
4. CCCTA Investment Policy-Quarterly Reporting Requirement- General Manager Ramacier reported that the Authority's investments comply with the CCCTA Investment Policy. The written report detailed the cash and investments. Mr. Hoffmann made comment that excess funds should go to improve service. Committee members replied that the funds are for specific operating and capital purposes. Approved to place on Board consent calendar.
5. Appointment of 2nd Alternate CalTIP Board Member- General Manager Ramacier reported that County Connection has been without a 2nd alternate to the CalTIP Board since the retirement of Cindy Dahlgren. Since there has been an emphasis in recent years on operator training and safety issues, staff believes that the appointment of the Director of Transportation would be beneficial to both County Connection and to CalTIP. Approved to place on Board consent calendar.
6. Review of Vendor Bills, August 2014- Reviewed.
7. Legal Services Statement, July 2014, Labor- Approved.
8. Adjournment- The meeting was adjourned. The next meetings will be October 1 at 9:30 a.m.

Rick Ramacier, General Manager

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
Revenues				
Passenger fares	\$ 3,935,631	4,159,137	(223,506)	-5.4%
Special fares	\$ 1,169,472	979,654	189,818	19.4%
	\$ 5,105,103	5,138,791	(33,688)	-0.7%
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%
	\$ 27,685,851	28,735,115	(1,049,264)	-3.7%
Total Revenue	\$ 32,790,954	33,873,906	(1,082,952)	-3.2%
Expenses				
Wages- Operators	\$ 7,432,020	7,318,500	113,520	1.6%
Wages-Other	\$ 5,116,755	5,253,218	(136,463)	-2.6%
	\$ 12,548,775	12,571,718	(22,943)	-0.2%
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%
Operations	\$ 32,833,822	33,373,906	(540,084)	-1.6%
Contingency Reserve	\$ -	500,000	(500,000)	-100.0%
Total Expenses	\$ 32,833,822	33,873,906	(1,040,084)	-3.1%
Net Income (Loss)	\$ (42,868)	-	(42,868)	
Revenue Hours	296,898	294,267	2,631	0.9%
Cost per Rev Hr	\$ 110.47	114.97	(4.51)	-3.9%
Passengers	3,477,967	3,479,436	(1,469)	0.0%
Cost per Passenger	\$ 9.44	9.74	(0.29)	-3.0%
Farebox ratio	15.6%	15.2%	0.4%	2.5%

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

* See Scehdule 6 for detail

Schedule 1-Combined - Fixed Route and Paratransit

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
Revenues				
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>
Total Revenue	\$ 27,560,029	28,396,860	(836,831)	-2.9%
Expenses				
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%
Operations	\$ 27,602,897	27,896,860	(293,963)	-1.1%
Contingency Reserve		500,000	(500,000)	-100.0%
Total Expenses	\$ 27,602,897	28,396,860	(793,963)	-2.8%
Net Income (Loss)	\$ (42,868)	-	(42,868)	
 Revenue Hours	 222,504	 217,635	 4,869	 2.2%
Cost per Rev Hr	\$ 123.89	130.29	(6.40)	-4.9%
Passengers	3,328,513	3,340,110	(11,597)	-0.3%
Cost per Passenger	\$ 8.29	8.50	(0.21)	-2.5%
Passengers per Rev Hr	14.96	15.35	(0.39)	-2.5%
Farebox recovery ratio	16.3%	16.3%	0.0%	0.1%

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

Schedule 2-Fixed Route

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
Revenues				
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>
Total Revenue	\$ 5,230,925	5,477,046	(246,121)	-4.5%
Expenses				
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	800	(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>
Total Expenses	\$ 5,230,925	5,477,046	(246,121)	-4.5%
Net Income (Loss)	\$ -	-	-	
<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
	<hr/> \$ 104,448

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
	<hr/> \$ 1,182,633

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
	<hr/> \$ 142,737

Schedule 4- Other Revenues/Other Expenses

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

	Year to Date					% Variance
	Actual		Budget		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%
	\$ 7,432,020	\$	7,318,500	\$	113,520	1.6%

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
Fixed Route					
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%
Total Fares	\$ 4,484,135	\$ 4,641,248	-3.4%	\$ 4,371,317	2.5%
<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>

To: Administration and Finance Committee

Date: Sept. 26, 2014

From: Anne Muzzini, Director of Planning

Reviewed by:

SUBJECT: MOU with MTC for Clipper

Background

MTC has executed a Memorandum of Understanding (MOU) with the current operators that have Clipper. The MOU outlines responsibilities of MTC and the operators, addresses how new operator participants are added, and details the cost and revenue allocation methodology. In addition there are all the usual clauses about indemnification, dispute resolution, term and withdrawal.

The original agreement between MTC and six of the large operators was signed in 2003 and was used to implement "TransLink". In 2010 that agreement was replaced with the current MOU regarding operations and maintenance of Clipper. The Clipper MOU has been amended several times to adjust the cost and revenue allocation formula.

In order to implement Clipper at County Connection it is necessary to execute the Supplemental Agreement to the Clipper MOU. Hanson Bridgett has reviewed the agreement and concurs with the terms and conditions.

Recommendation

Staff recommends that the A&F Committee support entering into an agreement with MTC for the implementation of Clipper and that they recommend to the Board adoption of a resolution authorizing the General Manager to sign the Supplemental MOU.

To: A&F Committee

Date: September 24, 2014

From: Lisa Rettig
Senior Manager of Human Resources

Subject: Increasing Cafeteria
Amounts for Non Represented
Employees

Approved by:

SUMMARY OF ISSUES: County Connection contracts under the Public Employee's Medical and Hospital Care Act (PEMHCA) for Administrative employee benefits.

The current MOUs with the ATU and Teamsters increase the Cafeteria Plan annually using a formula that averages the increases in the two (2) most popular health plans by coverage level and splitting that amount and adding it to the Cafeteria Plan.

In recent history the Board has provided the same increases to the Administrative employees cafeteria plan in the interest of equality.

For 2015 the two most popular health plans are Kaiser and Blue Shield Net Value. Kaiser had a 0% increase and Blue Shield Net Value had a 24% increase. This was highly unusual and not anticipated.

Attached are the 2015 monthly medical premiums for each employee group, ATU, Teamsters and Administration. The Administrative employee group is shown with the requested increase in the Cafeteria Plan.

FINANCIAL IMPLICATIONS:

The cost to increase the contributions to the Administrative employee Cafeteria Plan using the above mentioned formula is \$31,000. The amount budget for this increase is \$3,000.

RECOMMEDATIONS:

Staff requests the A&F Committee recommends approval of the increase in monthly the Administrative employee Cafeteria Plan as follows:

Employee only:	\$ 385.27
Employee +1:	\$ 590.54
Employee +2 or more:	\$791.70

ACTION REQUESTED:

Forward item to the full Board for approval.

**2015 Medical Premiums
Per Month (\$)
Employee Group #1
Administrative Employees**

	<u>Total</u>	<u>CCCTA</u>	<u>Employee</u>	<u>Cafeteria Plan</u>	<u>Net Employee</u>
Blue Shield*	\$928.87	\$329.08	\$599.79	\$385.27	\$214.52
Blue Shield+1	\$1,857.74	\$658.16	\$1,199.58	\$590.54	\$609.04
Blue Shield +2	\$2,415.06	\$855.60	\$1,559.46	\$791.70	\$767.76
Blue Shield Netvalue*	\$870.60	\$329.08	\$541.52	\$385.27	\$156.25
Blue Shield Netvalue+1	\$1,741.20	\$658.16	\$1,083.04	\$590.54	\$492.50
Blue Shield Netvalue+2	\$2,263.56	\$855.60	\$1,407.96	\$791.70	\$616.26
Kaiser*	\$714.45	\$303.56	\$410.89	\$385.27	\$25.62
Kaiser+1	\$1,428.90	\$607.12	\$821.78	\$590.54	\$231.24
Kaiser+2	\$1,857.57	\$789.26	\$1,068.31	\$791.70	\$276.61
PERS Choice*	\$700.84	\$289.98	\$410.86	\$385.27	\$25.59
PERS Choice+1	\$1,401.68	\$579.96	\$821.72	\$590.54	\$231.18
PERS Choice+2	\$1,822.18	\$753.95	\$1,068.23	\$791.70	\$276.53
PERSCARE*	\$775.08	\$494.86	\$280.22	\$385.27	\$0.00
PERSCARE+1	\$1,550.16	\$989.71	\$560.45	\$590.54	\$0.00
PERSCARE+2	\$2,015.21	\$1,286.63	\$728.58	\$791.70	\$0.00
PERS Select*	\$690.43	\$270.71	\$419.72	\$385.27	\$34.45
PERS Select+1	\$1,380.86	\$541.42	\$839.44	\$590.54	\$248.90
PERS Select+2	\$1,795.12	\$703.85	\$1,091.27	\$791.70	\$299.57
Anthem HMO Select*	\$662.41	\$270.71	\$391.70	\$385.27	\$6.43
Anthem HMO Select+1	\$1,324.82	\$541.42	\$783.40	\$590.54	\$192.86
Anthem HMO Select+2	\$1,722.27	\$703.85	\$1,018.42	\$791.70	\$226.72
Anthem HMO Traditional*	\$827.57	\$494.86	\$332.71	\$385.27	\$0.00
Anthem HMO Traditional+1	\$1,655.14	\$989.71	\$665.43	\$590.54	\$74.89
Anthem HMO Traditional+2	\$2,151.68	\$1,286.63	\$865.05	\$791.70	\$73.35
Unitedhealthcare*	\$850.67	\$303.56	\$547.11	\$385.27	\$161.84
Unitedhealthcare+1	\$1,701.34	\$607.12	\$1,094.22	\$590.54	\$503.68
Unitedhealthcare+2	\$2,211.74	\$789.26	\$1,422.48	\$791.70	\$630.78

Employees who do not elect medical coverage receive \$200.00 per month in Cafeteria money.
This money can be used to purchase vacation, Vision Services Plan benefits
or at the end of the calendar year it can be cashed out or rolled over to an ICMA 457 account.

* =Employee Only

+1=Employee plus One Dependent

+2=Employee plus Two or more Dependents (also known as Family Coverage)

The monthly Employee premium is deducted semi-monthly from paychecks in two equal amounts

2015 Medical Premiums
Per month \$
Employee Group #2
ATU Local 1605

	<u>Total</u>	<u>CCCTA</u>	<u>Employee</u>	<u>Cafeteria Plan</u>	<u>Net Employee Cost</u>
Blue Shield*	\$928.87	\$266.47	\$662.40	\$453.49	\$208.91
Blue Shield+1	\$1,857.74	\$532.93	\$1,324.81	\$726.99	\$597.82
Blue Shield+2	\$2,415.06	\$692.81	\$1,722.25	\$969.09	\$753.16
Blue Shield NetValue*	\$860.60	\$266.47	\$594.13	\$453.49	\$140.64
Blue Shield NetValue+1	\$1,741.20	\$532.93	\$1,208.27	\$726.99	\$481.28
Blue Shield NetValue+2	\$2,263.56	\$692.81	\$1,570.75	\$969.09	\$601.66
Kasier*	\$714.45	\$235.34	\$479.11	\$453.49	\$25.62
Kaiser+1	\$1,428.90	\$470.67	\$958.23	\$726.99	\$231.24
Kaiser+2	\$1,857.57	\$611.87	\$1,245.70	\$969.09	\$276.61
PERS Choice*	\$700.84	\$241.24	\$459.60	\$453.49	\$0.00
PERS Choice+1	\$1,401.68	\$482.48	\$919.20	\$726.99	\$192.21
PERS Chocie+2	\$1,822.18	\$627.23	\$1,194.95	\$969.09	\$225.86
PERSCARE*	\$775.08	\$374.92	\$400.16	\$453.49	\$0.00
PERSCARE+1	\$1,550.16	\$749.83	\$800.33	\$726.99	\$0.00
PERSCARE+2	\$2,015.21	\$974.78	\$1,040.43	\$969.09	\$0.00
PERS Select*	\$690.43	\$233.59	\$456.84	\$453.49	\$3.35
PERS Select+1	\$1,380.86	\$467.18	\$913.68	\$726.99	\$186.69
PERS Select+2	\$1,795.12	\$607.34	\$1,187.78	\$969.09	\$218.69
Anthem HMO Select*	\$662.41	\$233.59	\$428.82	\$453.49	\$0.00
Anthem HMO Select+1	\$1,324.82	\$467.18	\$857.64	\$726.99	\$130.65
Anthem HMO Select+2	\$1,722.27	\$607.34	\$1,114.93	\$969.09	\$145.84
Anthem HMO Traditional*	\$827.57	\$374.92	\$452.65	\$453.49	\$0.00
Anthem HMO Traditional+1	\$1,655.14	\$749.83	\$905.31	\$726.99	\$178.32
Anthem HMO Traditional+2	\$2,151.68	\$974.78	\$1,176.90	\$969.09	\$207.81
United Healthcare*	\$850.67	\$235.34	\$615.33	\$453.49	\$161.84
United Healthcare+1	\$1,701.34	\$470.67	\$1,230.67	\$726.99	\$503.68
United Heathcare+2	\$2,211.74	\$611.87	\$1,599.87	\$969.09	\$630.78

* = Employee Only

+1=Employee plus One Dependent

+2=Employee plus Two (or More) Dependents (also known as Family Coverage)

The monthly Employee premium is deducted bi-monthly from paychecks in two equal amounts

2015 Medical Premiums
Per Month (\$)
Employee Group #3
Teamsters Local 856/Transit Supervisors

	<u>Total</u>	<u>CCCTA</u>	<u>Employee</u>	<u>Cafeteria Plan</u>	<u>Net Employee Cost</u>
Blue Shield*	\$928.87	\$280.29	\$648.58	\$434.68	\$213.90
Blue Shield+1	\$1,857.74	\$560.57	\$1,297.17	\$689.36	\$607.81
Blue Shield +2	\$2,415.06	\$728.74	\$1,686.32	\$920.17	\$766.15
Blue Shield NetValue*	\$870.60	\$280.29	\$590.31	\$434.68	\$155.63
Blue Shield NetValue+1	\$1,741.20	\$560.57	\$1,180.63	\$689.36	\$491.27
Blue Shield NetValue+2	\$2,263.56	\$728.74	\$1,534.82	\$920.17	\$614.65
Kaiser*	\$714.45	\$254.15	\$460.30	\$434.68	\$25.62
Kaiser+1	\$1,428.90	\$508.30	\$920.60	\$689.36	\$231.24
Kaiser+2	\$1,857.57	\$660.79	\$1,196.78	\$920.17	\$276.61
PERS Choice*	\$700.84	\$241.24	\$459.60	\$434.68	\$24.92
PERS Choice+1	\$1,401.68	\$482.48	\$919.20	\$689.36	\$229.84
PERS Choice+2	\$1,822.18	\$627.23	\$1,194.95	\$920.17	\$274.78
PERSCARE*	\$775.08	\$374.92	\$400.16	\$434.68	\$0.00
PERSCARE+1	\$1,550.16	\$749.83	\$800.33	\$689.36	\$110.97
PERSCARE+2	\$2,015.21	\$974.78	\$1,040.43	\$920.17	\$120.26
PERS Select*	\$690.43	\$226.58	\$463.85	\$434.68	\$29.17
PERS Select+1	\$1,380.86	\$453.16	\$927.70	\$689.36	\$238.34
PERS Select+2	\$1,795.12	\$589.11	\$1,206.01	\$920.17	\$285.84
Anthem HMO Select*	\$662.41	\$226.58	\$435.83	\$434.68	\$1.15
Anthem HMO Select+1	\$1,324.82	\$453.16	\$871.66	\$689.36	\$182.30
Anthem HMO Select+2	\$1,722.27	\$589.11	\$1,133.16	\$920.17	\$212.99
Anthem HMO Traditional*	\$827.57	374.92	452.65	434.68	17.97
Anthem HMO Traditional+1	\$1,655.14	749.83	905.31	689.36	215.95
Anthem HMO Traditional+2	\$2,151.68	974.78	1176.90	920.17	256.73
Unitedhealthcare*	\$850.67	254.15	596.52	434.68	161.84
Unitedhealthcare+1	\$1,701.34	508.30	1193.04	689.36	503.68
Unitedhealthcare+2	\$2,211.74	660.79	1550.95	920.17	630.78

* =Employee Only

+1=Employee plus One Dependent

+2=Employee plus Two or more Dependents (also known as Family Coverage)

The monthly Employee premium is deducted semi-monthly from paychecks in two equal amounts