

# County Connection

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

## **BOARD OF DIRECTORS MEETING AGENDA**

**Thursday, June 18, 2015  
9:00 a.m.**

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

The County Connection 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 FY2016 Operating and Capital Budget
- 5) Consent Calendar
  - a. Approval of Minutes of Regular Meeting of May 21, 2015\*
  - b. Approval of Resolution No. 2015-033 Declaring an Effective Date For Compensation Adjustment for the General Manager for FY 2015-2016\*
  - c. Approval of Resolution No. 2015-034 Declaring an Effective Date for Compensation Adjustment for Administrative Staff for FY 2015-2016\*
- 6) Report of Chair
- 7) Report of General Manager
  - a. Recognition of Retiring Employees
- 8) Report of Standing Committees
  - a. Administration & Finance Committee  
(Committee Chair: Director Don Tatzin)
    - 1) FY2016 Proposed Final Budget, FY2015 Estimated Actual\*  
Resolution No. 2015-030\*  
(The A & F Committee recommends that the Board adopt the FY2016 Operating and Capital Budget.)

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

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

- 2) On-Call Engineering Services Contract Award\*  
Resolution No. 2015-031\*  
(The A & F Committee recommends that the Board award contract for On-Call Engineering Services to Diablo Engineering.)

b. Marketing, Planning & Legislative Committee  
(Committee Chair: Rob Schroder)

- 1) Martinez Shuttle\*  
Resolution No. 2015-032\*  
(The MP & L Committee recommends that the Board approve the Title VI analysis and implementation of the Martinez Shuttle service.)

c. Operations & Scheduling Committee  
(Committee Chair: Candace Andersen)

- 1) Clipper Implementation Update\*  
(The O & S Committee would like to update the Board on the Clipper Implementation, no Board action is required.)
- 2) WIFI Service on all Fixed Route Buses\*  
(The O & S Committee recommends that the Board authorize Implementation of WIFI Service on all Fixed Buses.)

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) Closed Session:

Conference with Labor Negotiator (pursuant to Government code Section 54957.6)

Employee Organizations:

Machinists Automotive Trades District Lodge No. 1173

Conference with Legal Counsel – Anticipated Litigation (pursuant to Government Code Section 54957.9(b)) – one potential case

11) Open Session:

Consideration of Action to Ratify Memorandum of Understanding with Machinists Automotive Trades District Lodge No. 1173

12) Adjournment

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\*Enclosure

\*\*It will be available at the Board meeting.

## 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](http://www.countyconnection.com).

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

Shuttle Service: With 24-hour notice, a County Connection LINK shuttle can be available at the 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 16, 9:00 a.m., County Connection Board Room
Administration & Finance:	Wednesday, July 1, 9:00 a.m. 1676 N. California Blvd., Suite 620, Walnut Creek
Advisory Committee:	TBA, County Connection Board Room
Marketing, Planning & Legislative:	Thursday, July 2, 8:30 a.m., 100 Gregory Ln, Pleasant Hill, CA 94523
Operations & Scheduling:	Thursday, July 9, 8:00a.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](http://www.countyconnection.com)) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting.**

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

# County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

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Agenda Item No. 5.a.

## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

May 21, 2015

#### CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

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

Staff: Ramacier, Chun, Glenn, Avelar, Barnes, Barrientos, Bowron, Casenave, Churchill, Dean, Hammons, Hill, Martinez, Mitchell, Moran, Muzzini, Polk, Proctor-Williams, Rettig, Robinson, Saengsourith, Troche, Walker and Woodard

#### PUBLIC COMMENT:

Ralph Hoffman, a citizen of the city of Walnut Creek, stated that he has recently joined a group called, Citizens Climate Lobby. This volunteer group goes to public meetings to speak out on the human effect on climate control.

Judy Barrientos, ATU Local 1605, President, stated that she has tried to talk to County Connection management about safety issues and a variety of other concerns. She would like management to communicate with her more frequently and directly.

#### CONSENT CALENDAR

**MOTION:** Director Hudson moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of April 16, 2015; (b) Lifeline Cycle 4 Grant Funding and Resolution No. 2015-029. Director Manning seconded the motion and it received the following vote of approval:

**Aye:** Directors Andersen, Dessayer, Hudson, Manning, Noack, Schroder, Simmons, Storer and Tatzin

**No:** None

**Abstain:** None

**Absent:** Directors Hoffmeister and Worth

#### REPORT OF CHAIR:

Chair Dessayer stated that he and his wife attended County Connection's Employee Appreciation Picnic, which was well attended, and that the employee softball game was great. He also stated that his 2014 Chair's Award Recipient is Kristina Martinez.

Director Worth arrived.

## **REPORT OF GENERAL MANAGER:**

Recognition of Retiring Employee: Gerry Hammons

Recognition of Employee with 30 Years of Service: Ossie Robinson

Recognition of Employees of the 1<sup>st</sup> Quarters, 2015

Administration: Hack Saengsourtigh

Maintenance: James Treat

Transportation: Nancy Walker and Monroe Woodard

Recognition of APTA National Rodeo Participant: Monroe Woodard

Recognition of 2014 General Manager's Employee of the Year Award: Sophia Martinez-Morris and Sandra Polk

Recognition of 2014 CCCTA Employee of the Year Award: Don Avelar

## **REPORT OF STANDING COMMITTEES**

### **Administration & Finance Committee**

#### **FY2016 Draft Budget**

Director Tatzin introduced the item to the Board and stated that this is the latest update to the budget. The A & F Committee has looked at and made adjustments to the Draft FY2016 Budget. He turned it over to Kathy Casenave, Financial Director. She explained that the draft budget assumes that current vacant positions will be filled and the Martinez shuttle will be implemented. After some Board discussion, Director Tatzin stated that the Board will take action to adopt the budget next month.

### **Marketing, Planning & Legislative Committee**

#### **State Legislation: Support AB 1250, SB 391 and SB 508; Oppose SB 231 and AB 1347**

Director Schroder introduced the item and turned the meeting over to Kristina Martinez. She explained that AB 1250, deals with extending the period for bus axle weight exemptions to January 1, 2016. SB 391, would increase the types of offenses and penalties for assault and battery against transit operators. SB 508 amends the eligibility criteria for transit operators to receive STA funding, and amends the bicycle safety education program to include pedestrian safety as well.

Director Hoffmeister arrived.

**MOTION:** Director Schroder moved that the Board support AB 1250, SB 391 and SB 508 and oppose SB 231 and AB 1347. Director Worth seconded the motion and it received the following vote of approval:

**Aye:** Directors Andersen, Dessayer, Hoffmeister, Hudson, Manning, Noack, Schroder, Simmons, Storer, Tatzin and Worth

**No:** None

Abstain: None  
Absent: None

### Review Recent Marketing Campaigns

Director Schroder introduced the item and turned the meeting over to Anne Muzzini, Director of Planning and Scheduling. She stated marketing has adopted real time printed campaigns on buses and at BART stations in our area. County Connection also runs three-thirty second commercials on Comcast on the convenience of taking County Connection and makes available a free transit app. The MP & L Committee will continue to update the Board with any new campaigns.

### Review of Spring 2015 On Board Survey Results

Director Schroder introduced the item and turned the meeting over to Anne Muzzini, Director of Planning and Scheduling. She stated that starting in late March; we started conducting surveys during weekday, weekend and students travelers. We collected over three thousand surveys, full versions for regular riders and a short version for students. In our findings we concluded that 36% pay for transit with cash and 25% use a monthly pass. 60% of the riders are either going to work or school, of those 14% are choosing to take transit whereas, 3% reported that they don't have a car and 88% of those that participated are English speaking riders. After some Board discussion, the MP & L Committee will continue to conduct on-board surveys a later date.

### **Report from the Advisory Committee**

#### Appointment of Sam Kumar to the Advisory Committee as an Alternate Representative from the City of Pleasant Hill

**MOTION:** Director Noack moved approval of the Appointment of Sam Kumar to the Advisory Committee as an Alternate Representative from the City of Pleasant Hill. Director Tatzin seconded the motion and it received the following vote of approval:

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

#### Appointment of Cary Kennerly to the Advisory Committee as a Representative from the City of Martinez

**MOTION:** Director Schroder moved approval of the Appointment of Cary Kennerly to the Advisory Committee as a Representative from the City of Martinez. Director Manning seconded the motion and it received the following vote of approval:

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

**BOARD COMMUNICATION: None**

**Closed Session:**

Conference with Labor Negotiator (pursuant to Government code Section 54957.6)

Employee Organizations:

Machinist Automotive Trades District Lodge No. 1173

Public Employee Performance Evaluation (pursuant to Government Code Section 54957.6)

Position: General Manager

Conference with Labor Negotiators-Unrepresented employee (General Manager) (pursuant to Government Code Section 54957.6)

At 10:02 a.m. Chair Dessayer announced that the Board will go into closed session regarding the Employee Organizations: ATU, Local 1605, Machinists Automotive Trades District Lodge No. 1173 and Teamsters Union, Local 856, and Public Employee Performance Evaluation, Position: General Manager to confer with the Board's labor negotiator, Pat Glenn.

**OPEN SESSION:**

**A. REPORT OF ACTION(S) TAKEN DURING CLOSED SESSION**

The Board reconvened in open session at 10:37 a.m. Chair Dessayer announced the Board met in closed with Labor Negotiator, Pat Glenn, and the Board has given further direction. No action was taken.

**ADJOURNMENT:** Chair Dessayer adjourned the regular Board meeting at 10:38 a.m.

Minutes prepared by

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Lathina Hill  
Assistant to the General Manager

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Date

**RESOLUTION NO. 2015-033**

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

\* \* \*

**DECLARES AN EFFECTIVE DATE FOR COMPENSATION ADJUSTMENT  
FOR THE GENERAL MANAGER FOR FY 2015-2016**

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, 2015; 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 2015-2016 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, 2015; 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 18th day of June 2015, by the following vote.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

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A.G. Dessayer, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board



**RESOLUTION NO. 2015-034**

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

\* \* \*

**DECLARES AN EFFECTIVE DATE FOR ADJUSTMENTS  
TO ADMINISTRATIVE STAFF SALARIES FOR FY 2015-2016**

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, adjustments to the salaries for administrative staff for Fiscal Year 2015-2016 are still uncertain and undetermined.

NOW, THEREFORE, BE IT RESOLVED that in consideration of the future services to be rendered by administrative staff personnel, the Board of Directors hereby determines that any adjustments to the salaries for administrative staff, as may be subsequently approved by the Board, shall be effective as of July 1, 2015.

Regularly passed and adopted this \_\_\_ day of June 2015, by the following vote.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

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A.G. Dessayer, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

To: BOARD OF DIRECTORS

Date: June 11, 2015

From: Kathy Casenave, Director of Finance

Reviewed by:

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**SUBJECT: Proposed Final FY 2016 Budget**

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### **FY 2016 Proposed Budget & FY 2015 Estimated Actual**

The FY 2016 operating budget totals \$36,741,165. Of this, fixed route is \$30,021,572 and Paratransit is \$5,339,197. Included in the fixed route budget is a contingency line item of \$1,326,396.

- Fixed route expenses for FY 2016, including the contingency, are projected to be \$3,501,983 (12.6%) more than the estimated actual for FY 2015.
- Paratransit expenses are projected to be \$248,424 (4.8%) more than the estimate actual for FY 2015.

The FY 2015 operating budget is \$35,065,338 which included a contingency line item of \$833,126. The actual operating expenses are projected to be *under budget* by \$2,074,581 (5.9%).

- Fixed route expenses for FY 2015, including the contingency, are estimated to be \$1,970,274 (6.6%) less than the budget.
- Paratransit expenses for FY 2015 are estimated to be \$104,307 (2%) less than the budget.

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

Fixed route operating expenses for FY 2016 are budgeted to be \$3.5 million more than FY 2015 estimated actual. Significant *increases* include:

- Wages- \$509K; 4%
- Fringe benefits, other- \$764K; 11.7%. The largest increases include PERS, \$392K, cafeteria plan, \$224K, medical, \$104K.
- Services- \$201K, 9.8%. The largest increases include Clipper service fees, \$100K; various outside service repairs, \$62K.
- Materials- \$590K; 19.6%. Diesel fuel is budgeted to be \$439K more than the current year; repair parts, \$102K.
- Contingency- \$1.3million. The FY 2015 budget included a \$883K contingency that will not be used. The Final FY 2016 budget includes a \$1,326,396 contingency.

Paratransit operating expenses for FY 2016 are budgeted to be \$248K more than FY 2015 mainly due to an increase in the purchased transportation contract.

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

FY 2016 budget for Operating expenses has been *increased* by \$302K due to an increase in the Contingency line item. All other categories of expenses remain the same.

- The Contingency line item was *increased* by \$302K to agree to the amount of TDA revenue requested in the TDA claim (*which is based on the April draft*) and to match expenses. This is because of an increase in projected revenue detailed later in the memo.

There are no changes to the FY 2015 estimated actual expenses.

## **Operating Revenues, Page 3**

FY 2016 budgeted revenues with significant variances from FY 2015 estimated actual include:

- STA fixed route and STA Paratransit projected revenues are \$(225,435) and \$(188,885) lower than FY 2015 based on the May 20 revised MTC estimate.
- TDA 4.0 revenue is \$2.7 million more than FY 2015. Of this, \$1.3 million is the contingency, available for unexpected expenses. Any unused amounts will be returned to our TDA reserve for use in future years.
- Dougherty Valley revenue is projected to be \$100,000 for FY 2016. The remaining developer fees total approximately \$714K- \$614K is included in subsequent years in the forecast. The timing of the revenue is dependent upon the construction of the remaining units.
- Other local grants are projected to be \$161K more than FY 2015. \$186K is due to the implementation of the Martinez shuttle.
- Lifeline revenue is budgeted to be \$535K; there is no revenue in FY 2015. MTC has allocated \$1.6 million to subsidize a number of current routes over a 3 year period.
- FY 2016 FTA Paratransit operating revenue is \$310K more than the prior year. Both years include a carryover from the prior year- \$283K in FY 2015 and an estimated \$310K for FY 2016.

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

FY 2016 Operating revenues have been *increased* by \$302K. The following categories have been changed:

- Fixed route passenger fare revenue has been reduced by \$33K, based on a reduction in FY 2015 estimated actual.
- STA revenue for Fixed route has been reduced by \$200K based on a new MTC estimate.
- Lifeline grant revenue of \$535K has been added due to MTC allocation.
- STA revenue for Paratransit has been reduced by \$99K based on a new MTC estimate. FTA revenue has been increased by \$99K to offset the reduction. There remains about \$96K in FY 2016 FTA revenue available for carryover to FY 2017.

FY 2015 estimated actual *total revenue remains the same* but there have been some changes by category:

- Fixed route passenger fare revenue has been reduced by \$32K. TDA fixed route revenue has been increase by the same amount, \$32K to match expenses.
- STA Fixed route revenue has been increase by \$161K; Measure J has been decreased by \$161K because of an agreement to swap revenue so that the City of Concord can receive money to operate a shuttle.
- STA Paratransit revenue has been decreased by \$47K due to new estimate from MTC. FTA revenue has been increased by \$47K to compensate for lowered estimate.

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

### **TDA Revenue-**

The Contra Costa Auditor Controller's revised estimate for FY 2015 is \$16,295,500; this amount is 4.58% over the FY 2014 actual. The estimate for FY 2016 is \$17,054,847, a 4.7% increase.

The Auditor Controller does not provide a projection beyond FY 2016. In this forecast, staff has estimated the TDA growth rate for FY 2017 as 3.5% and 3% in all years after. This is less than the Measure J sales tax projection in the Strategic Plan published in July 2011 (4.03% in FY 2017 going up to 4.53% in FY 2020). Even with a conservative growth rate, the forecast shows a positive reserve balance in all years.

### **Operating Revenues-**

- Passenger fares are increased 2% annually for Fixed route and 3% for Paratransit. Fare increases are projected for FY2017, FY 2020 and FY 2023.
- STA revenue for FY 2016 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 2017- FY 2019, and 4.54% for FY 2020 and beyond.

### **Operating Expenses-**

The forecast assumes that the service levels will remain the same, except for the Martinez shuttle, which will be 80% funded with new revenue.

A 2.5% growth rate in the out years has been used for fixed route nonwage expenses except as noted in the following bullets:

- 3% was used in FY 2017 and FY 2018.
- Paratransit expenses have been increased by 3% per year
- Cafeteria plan expenses have been increased 4-6% per year.
- Diesel fuel has been increased by 25% for FY 2016; a 3%-2.5% increase thereafter.
- PERS employer rate for FY 2015 is 7.105%. The rate for FY 2016 will be 8.997%- and almost 27% increase. CalPERS estimated that the rates will be 9.2% for FY 2017; 9%, FY 2018; 8.8% FY 2019; 8.6%, FY 2020; and 8.4%, FY 2021. Staff has used the 8.4% from then on. Although the rates for FY 2016-FY 2018 are higher than the previous CalPERS estimate, the rates from after that are lower (ex. FY 2020 is now 8.6%, 10.6% was used in the June 2014 forecast).

### **Changes in FY 2015-FY 2024 Operations from the May draft:**

There are no changes in the projected expenses, except for an increase in the FY 2016 contingency line item of \$302K. There have been changes in various revenue categories, mostly due to changes in FY 2015 and FY 2016 revenue categories:

- Fixed route passenger fare revenue has been reduced in FY 2015 and FY 2016 and because of this, subsequent years have also been affected. The total *reduction is \$405K.*
- STA fixed route revenue in the forecast has also been reduced because of the lowered FY 2016 estimate by MTC. The total amount, FY 2015-FY 2014, is a *\$1.832 million reduction.*
- Federal preventive maintenance revenue has been removed from the forecast. It is not likely this revenue will be available in the future. The removal amounts to a *\$3.217 million reduction.*
- Measure J has been *reduced by \$161K* for FY 2015, due to the swap with STA for the Concord shuttle. If the shuttle service continues, a swap may occur in the subsequent years, but the net result is zero.
- Lifeline revenue is included for all years. The total is \$4.799 million.

The above changes total a reduction in non TDA revenue of \$817K. Combined with the \$302K increase in the contingency in FY 2016, the total additional TDA needed to match expenses is \$1.119 million.

### **Capital Projects:**

There has been a slight change in capital projects for FY 2015 and FY 2016.

- The FY 2015 category of Signage and Street Amenities of \$500K and the "to be determined" revenue source has been removed.
- In FY 2016, \$329K has been added in the Street Amenities category to reflect the award of Lifeline Prop 1B funds. The Prop 1B amount is \$255K- TDA revenue of \$74K will be used for the match.

The total capital program for FY 2014-FY 2024 is projected to be \$88 million, of which \$74 million is for replacement of fixed route and Paratransit vehicles.

The source of funding for the capital program is Federal grants, \$60 million, TDA revenue, \$14 million, and the balance a variety of other sources.

**TDA Reserve, Page 10**

The May draft projected that the TDA reserve would be \$4.339 million at the end of FY 2024. This forecast estimates the reserve will be \$3.220 million, \$1.119 million less. This is equal to slightly less than 1 month of FY 2024 projected operating expenses.

**ACTION REQUESTED:**

**The A&F Committee recommends that the Board of Directors approve the FY 2016 budget.**

# ***County Connection***

## **Operating and Capital Budget**

**Fiscal Year 2016**



**Concord, California**

**June 18, 2015**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

# ***County Connection***

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

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## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY

#### FY 2016 BUDGET SUMMARY

	EST/ACTUAL FY 2015	APPROVED BUDGET FY 2015	% VARIANCE	PROPOSED BUDGET FY 2016	FY 2016 BUD OVER/(UNDER) EST ACT
Operations					
Fixed Route	\$ 27,845,985	\$ 29,816,259	-6.6%	\$ 31,347,968	12.6%
Paratransit	\$ 5,144,772	\$ 5,249,079	-2.0%	\$ 5,393,197	4.8%
Subtotal	\$ 32,990,757	\$ 35,065,338	-5.9%	\$ 36,741,165	11.4%
Capital					
Fixed Route	\$ 21,477,540	\$ 21,977,540	-2.3%	\$ 1,154,000	-94.6%
Paratransit	\$ 358,938	\$ 358,938		\$ 150,000	100.0%
Subtotal	\$ 21,836,478	\$ 22,336,478	-2.2%	\$ 1,304,000	-94.0%
<b>Grand Total</b>	<b>\$ 54,827,235</b>	<b>\$ 57,401,816</b>	<b>-4.5%</b>	<b>\$ 38,045,165</b>	<b>-30.6%</b>



**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2016 BUDGET- OPERATING EXPENDITURES**

Category	ACTUAL FY 2014	EST/ACT FY 2015	APPROVED BUDGET FY 2015	EST/ACT over(under) Amount +/-	Budget % +/-	PROPOSED BUDGET FY 2016	FY2016 vs 2015 EstActual Amount +/-	% +/-
<b>Fixed Route</b>								
Wages	12,451,226	12,635,056	12,869,319	(234,263)	-1.8%	13,144,086	509,030	4.0%
Fringe benefits-paid time off	2,026,041	2,098,703	2,063,880	34,823	1.7%	2,107,574	8,871	0.4%
Fringe benefits-other	6,261,157	6,551,254	6,546,303	4,951	0.1%	7,314,776	763,521	11.7%
Total Wages and benefits	20,738,424	21,285,013	21,479,502	(194,489)	-0.9%	22,566,436	1,281,422	6.0%
Services	2,051,599	2,062,560	2,014,994	47,566	2.4%	2,263,970	201,410	9.8%
Materials and supplies	3,134,572	3,012,843	3,964,935	(952,092)	-24.0%	3,602,610	589,767	19.6%
Utilities	264,835	340,297	322,000	18,297	5.7%	322,500	(17,797)	-5.2%
Casualty and liability	740,595	570,294	468,507	101,787	21.7%	567,861	(2,433)	-0.4%
Taxes	325,172	237,470	325,000	(87,530)	-26.9%	285,000	47,530	20.0%
Leases and rentals	36,402	24,915	40,700	(15,785)	-38.8%	42,000	17,085	68.6%
Miscellaneous	140,556	147,831	129,700	18,131	14.0%	183,400	35,569	24.1%
Purchased transportation	170,743	164,762	187,795	(23,033)	-12.3%	187,795	23,033	14.0%
Total Other Expenses	6,864,474	6,560,972	7,453,631	(892,659)	-12.0%	7,455,136	894,165	13.6%
Subtotal	27,602,898	27,845,985	28,933,133	(1,087,148)	-3.8%	30,021,572	2,175,587	7.8%
Contingency			883,126	(883,126)	-100.0%	1,326,396	1,326,396	
Subtotal	27,602,898	27,845,985	29,816,259	(1,970,274)	-6.6%	31,347,968	3,501,983	12.6%
<b>Paratransit</b>								
Wages	97,549	89,337	93,317	(3,980)	-4.3%	92,432	3,095	3.5%
Fringe benefits	47,834	61,374	53,155	8,219	15.5%	62,192	818	1.3%
Total Wages and benefits	145,383	150,712	146,472	4,240	2.9%	154,624	3,913	2.6%
Services	25,666	16,553	21,520	(4,967)	-23.1%	11,320	(5,233)	-31.6%
Materials and supplies	1,601	2,000	3,800	(1,800)	-47.4%	3,400	1,400	70.0%
Utilities	19,953	20,300	20,800	(500)	-2.4%	20,800	500	2.5%
Taxes	144	321	600	(279)	-46.5%	400	79	24.6%
Miscellaneous	2,180	828	930	(102)	-11.0%	941	113	13.6%
Purchased transportation	5,035,998	4,954,058	5,054,957	(100,899)	-2.0%	5,201,711	247,653	5.0%
Total Other Expenses	5,085,542	4,994,060	5,102,607	(108,547)	-2.1%	5,238,572	244,512	4.9%
Subtotal	5,230,925	5,144,772	5,249,079	(104,307)	-2.0%	5,393,197	248,424	4.8%
<b>Total</b>	<b>\$ 32,833,823</b>	<b>\$ 32,990,757</b>	<b>\$ 35,065,338</b>	<b>\$ (2,074,581)</b>	<b>-5.9%</b>	<b>\$ 36,741,165</b>	<b>\$ 3,750,408</b>	<b>11.4%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2016 BUDGET- OPERATING REVENUES**

Category	ACT FY 2014	EST/ACT FY 2015	APPROVED BUDGET FY 2015	EST/ACT over (under) Budget Amount +/-	% +/-	PROPOSED BUDGET FY 2016	FY2016 vs 2015 Est Actual Amount +/-	% +/-
Fixed Route								
Fare revenue	3,314,663	3,083,946	3,535,500	(451,554)	-12.8%	3,145,625	61,679	2.0%
Special service revenue	1,169,472	1,376,265	1,248,564	127,701	10.2%	1,403,790	27,525	2.0%
	4,484,135	4,460,211	4,784,064	(323,853)	-6.8%	4,549,416	89,204	2.0%
Advertising revenue	579,738	599,600	592,212	7,388	1.2%	617,100	17,500	2.9%
Non-Operating rev	107,836	110,000	120,000	(10,000)	-8.3%	110,000	-	0.0%
FTA Section 5303		30,000	30,000	-	0.0%		(30,000)	100.0%
FTA Preventive Maintenance	488,159			-			-	
FTA New Freedom		46,800		46,800		53,200	6,400	13.7%
Other State Grants		116,919	116,919	-		116,919	-	0.0%
STA Pop	2,149,883	2,230,195	2,068,547	161,648	7.8%	2,004,760	(225,435)	-10.1%
TDA 4.0	14,665,449	15,269,397	16,826,006	(1,556,609)	-9.3%	17,978,531	2,709,134	17.7%
Measure J	4,081,743	4,114,928	4,276,576	(161,648)	-3.8%	4,212,120	97,192	2.36%
BART Express Funds	658,814	697,596	697,596	-	0.0%	739,702	42,106	6.0%
Dougherty Valley revenue		-		-		100,000	100,000	
Other Local Grants	175,631	25,000	159,000	(134,000)	100.0%	185,881	160,881	643.5%
RM 2/Other- Express	145,339	145,339	145,339	-	0.0%	145,339	-	0.0%
Lifeline	23,302			-		535,000	535,000	
Subtotal	27,560,029	27,845,985	29,816,259	(1,970,274)	-6.6%	31,347,968	3,501,983	12.6%
Paratransit								
Fare revenue	620,968	627,178	551,192	75,986	13.8%	639,721	12,544	2.0%
Non-Operating revenue	79	100	100	-	0.0%	100	-	0.0%
FTA Section 5307	1,392,859	1,128,694	1,288,998	(160,304)	-12.4%	1,439,327	310,633	27.5%
TDA 4.5	812,956	766,150	766,150	-	0.0%	829,680	63,530	8.3%
TDA 4.0		-		-		-	-	100.0%
Measure J	1,308,400	1,380,877	1,350,877	30,000	2.2%	1,428,000	47,123	3.41%
STA Paratransit & Rev based	916,116	1,067,773	1,114,282	(46,509)	-4.2%	878,888	(188,885)	-17.7%
BART ADA Service/Other	179,547	174,000	177,480	(3,480)	-2.0%	177,480	3,480	2.0%
Subtotal	5,230,925	5,144,772	5,249,079	(104,307)	-2.0%	5,393,197	248,425	4.8%
<b>Total</b>	<b>\$ 32,790,954</b>	<b>\$ 32,990,757</b>	<b>35,065,338</b>	<b>\$ (2,074,581)</b>	<b>-6.0%</b>	<b>\$ 36,741,165</b>	<b>\$ 3,750,408</b>	<b>11.4%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2016 Revenue Source Utilization**

	Anticipated Revenue	Anticipated Utilization	Difference
<b>Fixed Route</b>			
Fare revenue	\$ 3,145,625	\$ 3,145,625	0
Special service revenue	1,403,790	1,403,790	0
Advertising Revenue	617,100	617,100	0
Non-Operating revenue	110,000	110,000	0
FTA Section 5303	0	0	0
FTA Preventive Maintenance	0	0	0
Other State Grants	116,919	116,919	0
STA Pop	2,004,760	\$ 2,004,760	0
TDA 4.0	17,054,847	17,978,531	(923,684)
Measure J	4,212,120	4,212,120	0
BART Express Funds	739,702	739,702	0
Dougherty Valley grants	100,000	100,000	0
Other Local Grants	185,881	185,881	0
RM2- Express	145,339	145,339	0
Lifeline-CCTA	535,000	535,000	0
<b>Total Fixed Route Operating Revenue</b>	<b>\$ 30,371,084</b>	<b>\$ 31,294,768</b>	<b>\$ (923,684)</b>
<b>Paratransit</b>			
Fare revenue	\$ 639,721	\$ 639,721	0
Non-operating revenue	100	\$ 100	0
FTA Section 5307	1,439,327	\$ 1,439,327	0
TDA 4.5	829,680	\$ 829,680	0
TDA 4.0	-	\$ -	0
Measure J	1,428,000	\$ 1,428,000	0
STA Paratransit	878,888	\$ 878,888	0
BART ADA Service/other	177,480	\$ 177,480	0
<b>Total Paratransit Operating Revenue</b>	<b>\$ 5,393,197</b>	<b>\$ 5,393,197</b>	<b>\$ -</b>
<b>Capital Program</b>			
TDA 4.0	-	1,303,798	(1,303,798)
<b>Increase (Decrease) to TDA reserve</b>			<b>\$ (2,227,482)</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**STAFFING**

Position Type		FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015	FY 2016
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET
Transportation	Transportation administration	3.0	3.0	4.0	4.0	4.0	4.0	4.0
	Training	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Transit Supervisor/Dispatcher	10.0	10.0	10.0	11.0	12.0	12.0	12.0
		<u>15.0</u>	<u>15.0</u>	<u>16.0</u>	<u>17.0</u>	<u>18.0</u>	<u>18.0</u>	<u>18.0</u>
	Full-time runs	125.0	125.0	127.0	128.0	128.0	128.0	128.0
	Part-time runs	12.0	12.0	12.0	12.0	12.0	12.0	12.0
	Full-time stand-by (Protection)	35.0	35.0	36.0	36.0	36.0	36.0	36.0
		<u>172.0</u>	<u>172.0</u>	<u>175.0</u>	<u>176.0</u>	<u>176.0</u>	<u>176.0</u>	<u>176.0</u>
	<b>Total Transportation</b>	<b>187.0</b>	<b>187.0</b>	<b>191.0</b>	<b>193.0</b>	<b>194.0</b>	<b>194.0</b>	<b>194.0</b>
	Maintenance	Maintenance administration	5.0	5.0	5.0	5.0	5.0	5.0
Facilities		5.0	5.0	5.0	6.0	6.0	6.0	6.0
		<u>10.0</u>	<u>10.0</u>	<u>10.0</u>	<u>11.0</u>	<u>11.0</u>	<u>11.0</u>	<u>11.0</u>
Mechanic, Level VI							4.0	4.0
Mechanic, Level V		5.0	5.0	5.0	5.0	5.0	3.0	3.0
Mechanic, Level IV		4.0	4.0	4.0	3.0	4.0	5.0	5.0
Mechanic, Level III		7.0	7.0	7.0	5.0	7.0	5.0	5.0
Mechanic, Level II		2.0	2.0	2.0	3.0	2.0		1.0
Mechanic, Level I		1.0	1.0	1.0	3.0	1.0		1.0
Bus service workers		10.0	10.0	10.0	10.0	10.0	9.0	10.0
	<u>29.0</u>	<u>29.0</u>	<u>29.0</u>	<u>29.0</u>	<u>29.0</u>	<u>26.0</u>	<u>29.0</u>	
<b>Total Maintenance</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>	<b>40.0</b>	<b>40.0</b>	<b>37.0</b>	<b>40.0</b>	
General Administration	General Administration	4.5	4.0	3.0	3.0	3.0	3.0	3.0
	Stores & Procurement	1.0	1.0	1.0	1.0	1.0	1.0	1.0
	Stores workers	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Finance	5.0	5.0	5.0	5.0	5.0	5.0	5.0
	Human Resources	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Marketing	3.0	2.0	2.0	2.0	2.0	2.0	2.0
	Customer service	6.5	6.0	6.0	6.0	6.0	8.0	8.0
	IT	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Planning/Scheduling	5.0	6.0	6.0	6.0	6.0	5.0	5.0
	Subtotal in full time equivalents	<u>31.0</u>	<u>30.0</u>	<u>29.0</u>	<u>29.0</u>	<u>29.0</u>	<u>30.0</u>	<u>30.0</u>
<b>Fixed Route Operations</b>	<b>Total</b>	<b>257.0</b>	<b>256.0</b>	<b>259.0</b>	<b>262.0</b>	<b>263.0</b>	<b>261.0</b>	<b>264.0</b>
	Paratransit	2.0	2.0	2.0	2.0	2.0	2.0	2.0
<b>Total Operations</b>		<b>259.0</b>	<b>258.0</b>	<b>261.0</b>	<b>264.0</b>	<b>265.0</b>	<b>263.0</b>	<b>266.0</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY2016 CAPITAL PROGRAM**

	Funding Source				Total
	Fed	State Bridge Tolls	State Bonds	TDA	
Non Revenue Fleet			\$ -	\$ 66,000	\$ 66,000
Facility Maintenance and Modernization				465,000	465,000
Street Amenities			255,194	63,798	318,992
Tools & Maintenance Equipment				193,000	193,000
IT Equipment/Software				400,000	400,000
Furniture & Office Equipment				116,000	116,000
<b>Total</b>	-	-	\$ 255,194	\$ 1,303,798	\$ 1,558,992

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**CAPITAL PROGRAM**  
*In \$Thousands*

Programs	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	Total
Non Revenue Fleet	111	-	66	163	78	-	369	137	-	-	-	924
Revenue Fleet	17,952	20,123	-	3,728	782	761	-	-	30,024	600	-	73,970
Facility Maintenance & Modernization	855	1,116	465	550	550	-	100	100	100	500	2,100	6,436
Street Amenities	-	-	319	-	-	500	-	-	-	500	-	1,319
Information Technology	365	328	400	300	80	195	85	180	300	80	90	2,403
Maintenance Equipment & Tools	120	220	193	165	100	275	65	50	50	50	1,000	2,288
Office Furniture and Equipment	-	50	116	50	123	50	70	80	80	80	100	799
<b>Total Capital Program</b>	<b>19,403</b>	<b>21,837</b>	<b>1,559</b>	<b>4,956</b>	<b>1,713</b>	<b>1,781</b>	<b>689</b>	<b>547</b>	<b>30,554</b>	<b>1,810</b>	<b>3,290</b>	<b>88,139</b>
Total Fixed-Route	19,403	21,479	1,409	1,228	931	1,020	689	547	26,025	1,210	3,290	77,231
Total Paratransit	-	359	150	3,728	782	761	-	-	4,528	600	-	10,908
	<b>\$ 19,403</b>	<b>\$ 21,837</b>	<b>\$ 1,559</b>	<b>\$ 4,956</b>	<b>\$ 1,713</b>	<b>\$ 1,781</b>	<b>\$ 689</b>	<b>\$ 547</b>	<b>\$ 30,554</b>	<b>\$ 1,810</b>	<b>\$ 3,290</b>	<b>88,139</b>

Funding Source	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	Total	
Fed 5307	14,480	16,203	-	3,094	649	632	-	-	24,323	488	-	59,868
Transportation Development Act	2,478	378	1,304	1,228	931	520	689	547	3,781	793	1,290	13,939
State Transportation bonds	1,091	3,210	-	453	95	93	-	-	1,032	-	-	5,974
Lifeline- 1B pop based bonds	485	-	255	-	-	-	-	-	-	-	-	740
State Transportation- 1B security	-	-	-	-	-	-	-	-	-	-	-	-
Bridge Toll Revenue	869	929	-	180	38	37	-	-	1,417	29	-	3,499
Carryover of Prior yrs funding	-	1,117	-	-	-	-	-	-	-	-	-	1,117
To be Determined	-	-	-	-	-	500	-	-	-	500	2,000	3,000
<b>Total Capital Revenue</b>	<b>19,403</b>	<b>21,837</b>	<b>1,559</b>	<b>4,956</b>	<b>1,713</b>	<b>1,781</b>	<b>689</b>	<b>547</b>	<b>30,554</b>	<b>1,810</b>	<b>3,290</b>	<b>88,138</b>

Revenue Fleet replacements												
# Fixed Route vehicles	33	31							40			104
# Paratransit vehicles		3		42	6	4			45	6		106

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

	FY2014	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Revenue Hours</b>	<b>222,504</b>	<b>222,504</b>	<b>224,324</b>	<b>224,324</b>	<b>224,324</b>	<b>224,324</b>	<b>224,324</b>	<b>224,324</b>	<b>224,324</b>	<b>224,324</b>	<b>224,324</b>
1 Passenger Fares	3,315	3,084	3,146	3,523	3,594	3,665	4,105	4,187	4,271	4,784	4,879
2 Special Fares	1,169	1,376	1,404	1,432	1,461	1,490	1,520	1,550	1,581	1,613	1,645
3 Advertising	580	600	617	623	629	635	650	667	683	700	718
4 Investment & Other	108	110	110	110	110	110	110	110	110	110	110
5 FTA Sec 8 Planning	-	30	-	30	-	30	-	30	-	30	-
6 FTA Preventive Maintenance	488	-	-	-	-	-	-	-	-	-	-
7 FTA New Freedom	-	47	53	-	-	-	-	-	-	-	-
8 Other state grants	-	117	117	117	117	117	117	117	117	117	117
9 STA Population	2,150	2,230	2,005	1,968	2,017	2,068	2,119	2,172	2,227	2,282	2,339
10 TDA 4.0	14,665	15,269	17,979	17,686	18,215	18,600	18,660	19,204	19,685	19,685	20,175
11 Measure J	4,082	4,115	4,212	4,382	4,559	4,765	4,981	5,207	5,443	5,690	5,948
12 BART Express Funds	659	698	740	762	785	808	833	858	883	910	937
13 Dougherty Valley dev fees/other	-	-	100	150	150	150	164	-	-	-	-
14 Other Local Grants	176	25	186	190	193	197	201	205	209	214	218
15 RM2/Meas J- Express	145	145	145	145	145	145	145	145	145	145	145
16 Lifeline-CC County	23	-	535	533	533	533	533	533	533	533	533
<b>17 Total Fixed Route Operating Revenue</b>	<b>27,560</b>	<b>27,846</b>	<b>31,348</b>	<b>31,651</b>	<b>32,507</b>	<b>33,313</b>	<b>34,139</b>	<b>34,986</b>	<b>35,888</b>	<b>36,813</b>	<b>37,765</b>
<b>18 Operating Expenses w/o contingency</b>	<b>27,603</b>	<b>27,846</b>	<b>30,022</b>	<b>31,651</b>	<b>32,507</b>	<b>33,313</b>	<b>34,139</b>	<b>34,986</b>	<b>35,888</b>	<b>36,813</b>	<b>37,765</b>
<b>% increase in expenses</b>		0.9%	7.8%	5.4%	2.7%	2.5%	2.5%	2.5%	2.6%	2.6%	2.6%
<b>19 Operating expense contingency</b>			1,326								
<b>20 Total Fixed Route Operating Expenses</b>	<b>27,603</b>	<b>27,846</b>	<b>31,349</b>	<b>31,651</b>	<b>32,507</b>	<b>33,313</b>	<b>34,139</b>	<b>34,986</b>	<b>35,888</b>	<b>36,813</b>	<b>37,765</b>
<b>Revenue Hours</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>
21 Passenger Fares	621	627	640	729	744	759	865	882	900	1,026	1,046
22 Non-Operating revenue	-	-	-	-	-	-	-	-	-	-	-
23 FTA Section 5307	1,393	1,129	1,439	1,398	1,435.08	1,466	1,405	1,434.20	1,462	1,465	1,495.42
24 TDA 4.5	813	766	830	859	884	911	938	966	995	1,025	1,056
25 TDA 4.0	-	-	-	-	-	-	-	-	-	-	-
26 Measure J	1,308	1,381	1,428	1,486	1,545	1,616	1,689	1,765	1,845	1,845	1,929
27 STA Paratransit & Rev based	916	1,068	879	901	923	946	970	994	1,019	1,045	1,071
28 Bart ADA service	180	174	177	183	188	194	200	206	212	218	225
<b>29 Total Paratransit Operating Revenue</b>	<b>5,231</b>	<b>5,145</b>	<b>5,393</b>	<b>5,555</b>	<b>5,721</b>	<b>5,891</b>	<b>6,067</b>	<b>6,248</b>	<b>6,434</b>	<b>6,625</b>	<b>6,823</b>
<b>30 Total Paratransit Operating Expenses</b>	<b>5,231</b>	<b>5,145</b>	<b>5,393</b>	<b>5,555</b>	<b>5,721</b>	<b>5,891</b>	<b>6,067</b>	<b>6,248</b>	<b>6,434</b>	<b>6,625</b>	<b>6,823</b>
<b>% increase in expenses</b>		-1.6%	4.8%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
<b>31 Total CCCTA Operating Budget</b>	<b>\$ 32,834</b>	<b>\$ 32,991</b>	<b>\$ 36,742</b>	<b>\$ 37,206</b>	<b>\$ 38,228</b>	<b>\$ 39,204</b>	<b>\$ 40,206</b>	<b>\$ 41,234</b>	<b>\$ 42,322</b>	<b>\$ 43,438</b>	<b>\$ 44,588</b>

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

	<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
<b>32 Capital Revenue</b>											
33 Federal	14,480	16,203	-	3,094	649	632	-	-	24,323	488	-
34 Transportation Development Act	2,479	378	1,304	1,228	931	520	689	547	3,781	793	1,290
35 Prop 1B bonds	1,091	3,210	-	453	95	93	-	-	1,032	-	-
36 Lifeline- 1B pop based bonds	485	-	255	-	-	-	-	-	-	-	-
37 State Transportation- 1B security	-	-	-	-	-	-	-	-	-	-	-
38 Bridge Toll revenues	868	929	-	180	38	37	-	-	1,417	29	-
39 Carryover of unused prior year funding	-	1,117	-	-	-	-	-	-	-	-	-
40 To be determined	-	-	-	-	-	500	-	-	-	500	2,000
<b>41 Total Capital Revenue</b>	<b>\$ 19,403</b>	<b>\$ 21,837</b>	<b>\$ 1,559</b>	<b>\$ 4,956</b>	<b>\$ 1,713</b>	<b>\$ 1,781</b>	<b>\$ 689</b>	<b>\$ 547</b>	<b>\$ 30,554</b>	<b>\$ 1,810</b>	<b>\$ 3,290</b>
<b>42 Capital Projects</b>	<b>\$ 19,403</b>	<b>\$ 21,837</b>	<b>\$ 1,559</b>	<b>\$ 4,956</b>	<b>\$ 1,713</b>	<b>\$ 1,781</b>	<b>\$ 689</b>	<b>\$ 547</b>	<b>\$ 30,554</b>	<b>\$ 1,810</b>	<b>\$ 3,290</b>



**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**TDA RESERVE In \$ Thousands**

	<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
43 Beginning Balance	\$ 11,085	\$ 9,522	\$ 10,170	\$ 7,942	\$ 6,680	\$ 5,715	\$ 5,322	\$ 5,262	\$ 5,378	\$ 2,376	\$ 2,975
44 Estimated TDA 4.0 Allocation	\$ 15,581 3.63%	\$ 16,296 4.58%	\$ 17,055 4.66%	\$ 17,652 3.50%	\$ 18,181 3.00%	\$ 18,727 3.00%	\$ 19,289 3.00%	\$ 19,867 3.00%	\$ 20,463 3.00%	\$ 21,077 3.00%	\$ 21,709 3.00%
<b>TDA 4.0 Needed for Operations and Capital:</b>											
45 Used for Fixed route operations	(14,665)	(15,269)	(17,979)	(17,686)	(18,215)	(18,600)	(18,660)	(19,204)	(19,684)	(19,685)	(20,175)
46 Used for Paratransit operations	-	-	-	-	-	-	-	-	-	-	-
47 TDA used for Operations	<b>(14,665)</b>	<b>(15,269)</b>	<b>(17,979)</b>	<b>(17,686)</b>	<b>(18,215)</b>	<b>(18,600)</b>	<b>(18,660)</b>	<b>(19,204)</b>	<b>(19,684)</b>	<b>(19,685)</b>	<b>(20,175)</b>
48 Used for capital program	<b>(2,479)</b>	<b>(378)</b>	<b>(1,304)</b>	<b>(1,228)</b>	<b>(931)</b>	<b>(520)</b>	<b>(689)</b>	<b>(547)</b>	<b>(3,781)</b>	<b>(793)</b>	<b>(1,290)</b>
<b>49 Ending TDA Reserve</b>	<b>\$ 9,522</b>	<b>\$ 10,170</b>	<b>\$ 7,942</b>	<b>\$ 6,680</b>	<b>\$ 5,715</b>	<b>\$ 5,322</b>	<b>\$ 5,262</b>	<b>\$ 5,378</b>	<b>\$ 2,376</b>	<b>\$ 2,975</b>	<b>\$ 3,220</b>
Number Of Months of Operating Expenses in Reserve	3.5	3.7	2.6	2.2	1.8	1.6	1.6	1.6	0.7	0.8	0.9
Percentage of operating budget	29%	31%	22%	18%	15%	14%	13%	13%	6%	7%	7%

# County Connection

## CENTRAL CONTRA COSTA TRANSIT AUTHORITY DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
<b>FIXED ROUTE</b>							
Wages, Operators	7,336,396	7,299,700	7,460,000	(160,300)	7,570,100	270,400	
Wages, Operator/trainer	95,624	150,000	127,500	22,500	159,000	9,000	
Wages, Trans Admin	1,030,701	1,062,278	1,068,917	(6,639)	1,048,341	(13,937)	
Wages, Scheduling	117,318	115,412	117,301	(1,889)	119,380	3,968	
Wages, Maint Admin	401,754	412,367	396,461	15,906	410,622	(1,745)	
Wages, Building Maint.	290,912	295,069	282,977	12,092	303,100	8,031	
Wages, Customer Service	339,783	360,701	352,374	8,327	393,155	32,454	
Wages, Promotion	132,521	134,741	131,843	2,898	133,529	(1,212)	
Wages, EE Services	156,266	157,692	146,644	11,048	152,896	(4,796)	
Wages, Finance	342,001	356,556	351,008	5,548	357,553	997	
Wages, Safety & Trng	145,506	99,895	138,378	(38,483)	155,653	55,758	
Wages, General Admin	421,569	445,633	392,229	53,404	447,228	1,595	
Salaried Pool	-	-	50,372	(50,372)	-	-	
Performance based Comp Pool			40,000	(40,000)	40,000	40,000	
Wages, Admin Bonus	-	1,400		1,400	1,400	-	
Wages, Board	21,800	22,500	26,400	(3,900)	26,400	3,900	
Wages, Planning	404,973	392,927	408,077	(15,150)	367,834	(25,093)	
Wages, Service Workers	343,537	355,141	396,341	(41,200)	402,060	46,919	
Wages, Serv Wrkr Bonus	2,200	-	-	-	2,200	2,200	
Wages, Mechanics	865,215	966,644	977,847	(11,203)	1,048,985	82,341	
Wages, Mechanic Bonus	3,150	6,400	4,650	1,750	4,650	(1,750)	
<b>Total Wages</b>	<b>12,451,226</b>	<b>12,635,056</b>	<b>12,869,319</b>	<b>(234,263)</b>	<b>13,144,086</b>	<b>509,030</b>	<b>4%</b>
Sick, Operators	300,699	346,500	330,600	15,900	350,500	4,000	
Sick, Trans Admin	22,894	37,332	24,103	13,229	29,615	(7,717)	
Sick, Scheduling	6,655	2,186	2,752	(566)	3,402	1,216	
Sick, Maint Admin	3,762	11,842	9,433	2,409	11,811	(31)	
Sick, Building Maint.	18,342	19,782	6,345	13,437	8,537	(11,245)	
Sick, Customer Svc	12,550	13,714	6,577	7,137	10,930	(2,784)	
Sick, Promotion	4,096	2,110	3,139	(1,029)	3,834	1,724	
Sick, EE Services	970	856	3,491	(2,635)	4,405	3,549	
Sick, Finance	15,895	11,376	8,344	3,032	10,253	(1,123)	
Sick, Safety & Trng	2,447	2,000	3,999	(1,999)	4,395	2,395	
Sick, General Admin	3,312	14,115	9,193	4,922	12,563	(1,552)	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
Sick, Planning	16,552	26,771	9,626	17,145	10,507	(16,264)	
Sick, Service Workers	4,212	7,143	5,449	1,694	5,570	(1,573)	
Sick, Mechanics	14,570	36,215	23,605	12,610	20,523	(15,692)	
<b>Total Sick Pay</b>	<b>426,956</b>	<b>531,942</b>	<b>446,656</b>	<b>85,286</b>	<b>486,845</b>	<b>(45,097)</b>	<b>-8%</b>
Holiday, Operators	364,307	371,400	379,500	(8,100)	376,700	5,300	
Holiday, Trans Admin	51,042	46,633	54,533	(7,900)	55,801	9,168	
Holiday, Scheduling	5,931	6,227	6,227	-	6,410	183	
Holiday, Maint Admin	20,661	21,074	21,342	(268)	22,255	1,181	
Holiday, Building Maint.	14,407	15,075	14,293	782	16,085	1,010	
Holiday, Customer Svc	10,133	21,060	14,880	6,180	20,595	(465)	
Holiday, Promotion	7,627	7,780	7,102	678	7,225	(555)	
Holiday, EE Services	8,012	7,780	7,898	(118)	8,299	519	
Holiday, Finance	17,576	19,319	18,879	440	19,319	-	
Holiday, Safety & Trng	7,771	5,828	7,967	(2,139)	8,282	2,454	
Holiday, General Admin	19,765	20,160	16,826	3,334	19,484	(676)	
Holiday, Planning	22,515	22,965	21,778	1,187	19,798	(3,167)	
Holiday, Service Workers	15,059	19,000	19,379	(379)	19,775	775	
Holiday, Mechanics	45,795	50,000	51,966	(1,966)	55,717	5,717	
<b>Total Holiday Pay</b>	<b>610,601</b>	<b>634,301</b>	<b>642,570</b>	<b>(8,269)</b>	<b>655,745</b>	<b>21,444</b>	<b>3%</b>
Vacation, Operators	527,860	480,100	514,800	(34,700)	480,100	-	
Vacation, Trans Admin	77,815	82,564	81,156	1,408	86,260	3,696	
Vacation, Scheduling	8,515	8,824	8,313	511	9,397	573	
Vacation, Maint Admin	37,110	36,399	34,065	2,334	36,461	62	
Vacation, Building Maint.	22,679	22,090	19,648	2,442	24,047	1,957	
Vacation, Customer Svc	20,647	22,560	18,201	4,359	27,445	4,885	
Vacation, Promotion	11,704	11,610	11,417	193	11,617	7	
Vacation, EE Services	13,107	13,527	12,682	845	13,832	305	
Vacation, Finance	30,687	30,519	29,826	693	30,546	27	
Vacation, Safety & Trng	13,342	9,619	15,795	(6,176)	10,726	1,107	
Vacation, General Admin	35,511	31,613	31,507	106	32,697	1,084	
Vacation, Planning	30,956	28,243	31,236	(2,993)	29,897	1,654	
Vacation, Service Wrkrs	21,915	23,139	23,972	(833)	25,951	2,812	
Vacation, Mechanics	67,032	69,353	70,197	(844)	81,503	12,150	
<b>Total Accrued Vacation</b>	<b>918,880</b>	<b>870,160</b>	<b>902,815</b>	<b>(32,655)</b>	<b>900,479</b>	<b>30,319</b>	<b>3%</b>

# County Connection

## CENTRAL CONTRA COSTA TRANSIT AUTHORITY DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
Abs Pay, Operators	60,201	53,800	61,700	(7,900)	54,400	600	
Abs Pay, Trans Admin	1,468	800	2,834	(2,034)	2,593	1,793	
Abs Pay, Scheduling	-	100	324	(224)	297	197	
Abs Pay, Maint Admin	602	500	1,110	(610)	1,033	533	
Abs Pay, Building Maint.	-	500	746	(246)	747	247	
Abs Pay, Customer Svc	1,180	500	530	(30)	736	236	
Abs Pay, Promotion	-	300	369	(69)	335	35	
Abs Pay, EE Services	-	400	411	(11)	386	(14)	
Abs Pay, Finance	4,973	800	981	(181)	899	99	
Abs Pay, Safety & Trng	-	-	-	-	384	384	
Abs Pay, General Admin	1,180	800	875	(75)	906	106	
Abs Pay, Service Wrkrs	-	300	377	(77)	386	86	
Abs Pay, Mechanics	-	3,000	450	2,550	483	(2,517)	
<b>Total Absence Pay</b>	<b>69,604</b>	<b>62,300</b>	<b>71,839</b>	<b>(9,539)</b>	<b>64,505</b>	<b>2,205</b>	<b>4%</b>
<b>Total Paid Time Off</b>	<b>2,026,041</b>	<b>2,098,703</b>	<b>2,063,880</b>	<b>34,823</b>	<b>2,107,574</b>	<b>8,871</b>	
<b>Total Compensation</b>	<b>14,477,267</b>	<b>14,733,759</b>	<b>14,933,199</b>	<b>(199,440)</b>	<b>15,251,660</b>	517,901	<b>4%</b>
FICA, Operators	114,713	118,600	125,200	(6,600)	118,600	-	
FICA, Trans Admin	15,555	18,286	17,857	429	17,724	(562)	
FICA, Scheduling	1,687	2,003	1,956	47	2,014	11	
FICA, Maint Admin	2,075	2,020	2,004	16	2,052	32	
FICA, Building Maint.	4,937	5,223	4,510	713	4,565	(657)	
FICA, Customer Service	5,601	5,692	5,692	-	6,566	874	
FICA, Promotion	2,217	2,231	2,231	-	2,270	39	
FICA, EE Services	2,596	2,481	2,481	-	2,607	126	
FICA, Safety & Trng	-	-	-	-	1,450	1,450	
FICA, General Admin	6,949	7,953	7,953	-	8,125	172	
FICA, Board Members	1,742	2,020	2,020	-	2,020	(0)	
FICA, Planning	6,776	6,842	6,842	-	6,220	(622)	
FICA, Service Workers	4,898	5,855	5,855	-	5,955	100	
FICA, Mechanics	10,185	13,546	13,546	-	13,574	28	
<b>Total FICA/Medicare</b>	<b>184,776</b>	<b>197,842</b>	<b>203,122</b>	<b>(5,280)</b>	<b>198,861</b>	<b>1,019</b>	<b>1%</b>
PERS-RET, Operators	789,709	782,074	824,282	(42,208)	932,200	150,126	
PERS-RET, Trans Admin	124,791	65,047	134,877	(69,830)	163,987	98,940	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
PERS-RET, Scheduling	13,819	9,775	14,489	(4,714)	17,357	7,582	
PERS-RET, Maint Admin	63,795	66,409	66,593	(184)	75,047	8,638	
PERS-RET, Bldg Maint.	35,051	36,722	36,891	(169)	46,374	9,652	
PERS-RET, Cstmr Svc	40,219	44,207	42,487	1,720	59,250	15,043	
PERS-RET, Promotion	20,230	20,822	21,146	(324)	23,110	2,288	
PERS-RET, EE Services	22,238	23,147	23,242	(95)	26,470	3,323	
PERS-RET, Finance	51,477	54,253	53,452	801	60,281	6,028	
PERS-RET, Sfty & Trng	23,355	22,461	24,367	(1,906)	28,705	6,244	
PERS-RET, Gen Admin	62,672	64,031	64,397	(366)	78,776	14,745	
PERS-RET, Planning	58,777	51,475	59,723	(8,248)	64,635	13,160	
GM-457 Retirement	13,943	14,500	14,500	(0)	14,500	0	
PERS-RET, Service Wrkr	37,428	39,560	44,522	(4,962)	53,544	13,984	
PERS-RET, Mechanics	101,515	108,224	119,700	(11,476)	150,865	42,641	
<b>Total Retirement</b>	<b>1,459,019</b>	<b>1,402,707</b>	<b>1,544,668</b>	<b>(141,961)</b>	<b>1,795,101</b>	<b>392,394</b>	<b>28%</b>
Medical, Operators	696,665	673,189	689,997	(16,808)	673,189	-	
Medical, Trans Admin	85,149	101,387	83,155	18,232	101,387	-	
Medical, Scheduling	16,757	16,757	16,754	3	16,757	-	
Medical, Maint Admin	15,183	30,444	15,182	15,262	30,444	-	
Medical, Building Maint.	47,746	45,895	51,511	(5,616)	45,895	-	
Medical, Customer Svc	13,398	25,526	8,198	17,328	25,526	-	
Medical, Finance	34,015	30,356	34,621	(4,265)	30,356	-	
Medical, Safety & Trng	7,592	6,627	7,594	(967)	6,627	-	
Medical, General Admin	68,213	73,197	60,625	12,572	73,197	-	
Medical, Planning	31,118	32,965	28,762	4,203	32,965	-	
Medical, Service Workers	164,693	170,368	158,877	11,491	204,470	34,102	
Medical, Mechanics	269,729	336,501	301,866	34,635	388,493	51,992	
Medical, Retirees	118,538	156,000	168,514	(12,514)	170,000	14,000	
OPEB benefits	368,159	391,304	334,000	57,304	395,000	3,696	
<b>Total Medical</b>	<b>1,954,244</b>	<b>2,111,095</b>	<b>1,978,553</b>	<b>132,542</b>	<b>2,215,525</b>	<b>104,430</b>	<b>5%</b>
Dental, Operators	239,219	242,383	241,421	962	249,654	7,271	
Dental, Trans Admin	24,477	26,197	25,387	810	26,983	786	
Dental, Scheduling	3,290	3,402	3,356	46	3,504	102	
Dental, Maint Admin	5,254	5,339	5,426	(87)	5,499	160	
Dental, Building Maint.	8,150	7,368	8,498	(1,130)	7,589	221	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
Dental, Customer Svc	9,138	10,962	7,289	3,673	11,291	329	
Dental, Promotion	1,964	2,037	1,556	481	2,098	61	
Dental, EE Services	2,736	2,766	2,811	(45)	2,849	83	
Dental, Finance	5,649	5,310	5,942	(632)	5,469	159	
Dental, Safety & Trng	1,411	1,001	1,423	(422)	1,031	30	
Dental, General Admin	6,041	6,556	5,447	1,109	6,753	197	
Dental, Planning	7,437	7,669	7,693	(24)	7,899	230	
<b>Total Dental</b>	<b>314,766</b>	<b>320,990</b>	<b>316,249</b>	<b>4,741</b>	<b>330,620</b>	<b>9,630</b>	<b>3%</b>
WC, Operators	442,975	513,848	513,848	-	529,263	15,415	
WC, Trans Admin	48,800	55,588	55,588	-	57,256	1,668	
WC, Scheduling	4,600	5,240	5,240	-	5,397	157	
WC, Maint Admin	21,700	24,718	24,718	-	25,460	742	
WC, Building Maint.	10,800	12,302	12,302	-	12,671	369	
WC, Customer Svc	25,300	28,819	28,819	-	29,684	865	
WC, Promotion	12,700	14,467	14,467	-	14,901	434	
WC, EE Services	12,700	14,467	14,467	-	14,901	434	
WC, Finance	21,700	24,718	24,718	-	25,460	742	
WC, Safety & Trng	12,700	14,467	14,467	-	14,901	434	
WC, General Admin	23,500	26,769	26,769	-	27,572	803	
WC, Planning	19,000	21,643	21,643	-	22,292	649	
WC, Service Workers	37,100	42,261	42,261	-	43,529	1,268	
WC, Mechanics	112,100	127,693	127,693	-	131,524	3,831	
<b>Total Workers Comp</b>	<b>805,675</b>	<b>927,000</b>	<b>927,000</b>	<b>-</b>	<b>954,810</b>	<b>27,810</b>	<b>3%</b>
Life, Operators	63,226	64,955	68,892	(3,937)	66,904	1,949	
Life, Trans Admin	7,374	7,707	7,622	85	7,938	231	
Life, Scheduling	872	873	885	(12)	899	26	
Life, Maint Admin	3,820	3,689	6,803	(3,114)	3,800	111	
Life, Building Maint.	2,394	9,146	2,569	6,577	9,420	274	
Life, Customer Svc	2,984	3,127	3,097	30	3,221	94	
Life, Promotion	1,275	1,275	1,306	(31)	1,313	38	
Life, EE Services	1,380	1,382	1,408	(26)	1,423	41	
Life, Finance	2,804	2,489	2,929	(440)	2,564	75	
Life, Safety & Trng	963	769	1,033	(264)	792	23	
Life, General Admin	2,880	3,014	3,025	(11)	3,104	90	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
Life, Planning	3,658	3,235	3,718	(483)	3,332	97	
<b>Total Life Insurance</b>	<b>93,630</b>	<b>101,661</b>	<b>103,287</b>	<b>(1,626)</b>	<b>104,711</b>	<b>3,050</b>	<b>3%</b>
SUI, Operators	82,704	83,000	82,600	400	83,800	800	
SUI, Trans Admin	7,714	7,700	6,944	756	7,083	(617)	
SUI, Scheduling	868	868	868	-	885	17	
SUI, Maint Admin	2,170	2,170	2,170	-	2,213	43	
SUI, Building Maint.	3,833	3,850	1,736	2,114	2,656	(1,194)	
SUI, Customer Svc	3,487	3,500	3,472	28	3,984	484	
SUI, Promotion	868	868	868	-	885	17	
SUI, Safety & Trng	868	868	868	-	885	17	
SUI, General Admin	3,054	3,038	2,170	868	3,099	61	
SUI, EE Services	868	868	868	-	885	17	
SUI, Finance	2,170	2,170	2,604	(434)	2,213	43	
SUI, Planning	2,480	2,480	2,604	(124)	2,213	(267)	
SUI, Service Workers	4,782	4,782	4,340	442	4,427	(355)	
SUI, Mechanics	7,728	7,728	8,246	(518)	8,411	683	
<b>Total SUI</b>	<b>123,594</b>	<b>123,890</b>	<b>120,358</b>	<b>3,532</b>	<b>123,641</b>	<b>(249)</b>	<b>0%</b>
Operator Uniforms	47,641	48,000	48,000	-	48,000	-	
Uniforms - Maint. Pers.	14,361	13,965	14,000	(35)	14,880	915	
<b>Total Uniforms</b>	<b>62,002</b>	<b>61,965</b>	<b>62,000</b>	<b>(35)</b>	<b>62,880</b>	<b>915</b>	<b>1%</b>
Operator Medical Exams	10,890	11,000	10,000	1,000	11,000	-	
Emp Assistance Prog.	13,519	14,506	14,000	506	14,000	(506)	
Cafeteria Plan- Admin	280,831	286,624	266,234	20,390	333,560	46,936	
Other Fringe	15,793	-	-	-	-	-	
Cafeteria Plan-ATU	901,098	941,591	950,832	(9,241)	1,119,067	177,476	
Mechanic Tool Allowance	10,883	14,470	14,500	(30)	14,500	30	
Wellness Program	19,834	27,000	27,000	-	28,000	1,000	
Substance Abuse Prog.	9,903	8,913	8,500	413	8,500	(413)	
Ergonomics/W/C Prog	700	-	-	-	-	-	
<b>Total Other Benefits</b>	<b>1,263,451</b>	<b>1,304,104</b>	<b>1,291,066</b>	<b>13,038</b>	<b>1,528,627</b>	<b>224,523</b>	<b>17%</b>
<b>Total Benefits</b>	<b>8,287,198</b>	<b>8,649,957</b>	<b>8,610,183</b>	<b>39,774</b>	<b>9,422,350</b>	<b>772,392</b>	<b>9%</b>

# County Connection

## CENTRAL CONTRA COSTA TRANSIT AUTHORITY DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
<b>Total Wages and Benefits</b>	<b>20,738,424</b>	<b>21,285,013</b>	<b>21,479,502</b>	<b>(194,489)</b>	<b>22,566,436</b>	<b>1,281,422</b>	<b>6%</b>
Management Services	57,967	6,575	35,000	(28,425)	25,000	18,425	
Agency Fees	100	300	300	-	300	-	
In-Service Monitoring	-	6,000	6,000	-	6,000	-	
Mobility Services	30,365	31,300	31,300	-	32,200	900	
Schedules/Graphics	47,976	62,667	70,000	(7,333)	70,000	7,333	
Promotions	136,796	180,000	180,000	-	180,000	-	
Recruitment	22,179	31,538	10,000	21,538	25,000	(6,538)	
Hiring Costs	-	-	-	-	18,000	18,000	
Legal Fees	196,621	362,698	275,000	87,698	385,000	22,302	
Financial services	-	-	-	-	10,000	10,000	
Auditor Fees	50,700	42,500	43,000	(500)	43,500	1,000	
Freight In and Out	6,981	6,813	7,000	(187)	7,000	187	
Bid and Hearing Notices	1,094	1,000	1,000	-	1,000	-	
Service Development	2,703	40,000	40,000	-	40,000	-	
Trans. Printing/Reproduc.	2,609	5,000	5,000	-	5,000	-	
Payroll Services	61,226	62,424	55,000	7,424	64,000	1,576	
Bank service charge	84	70	100	(30)	100	30	
Commuter check process fee	298	294	160	134	300	6	
Special Planning- reimb expenses	143,434	81,852	-	61,852	66,500	(15,352)	
Temporary Help-All depts	24,577	20,000	20,000	20,000	25,000	5,000	
Temp Help-Shop	5,604	-	-	-	-	-	
Temporary Help-Transportation	-	2,000	2,000	-	2,000	-	
Clipper Fees	-	-	-	-	100,000	100,000	
SVR-Differential/Radiator	50,287	28,453	47,500	(19,047)	34,700	6,247	
SVR-Transmission	121,602	84,100	85,000	(900)	65,000	(19,100)	
SVR-Upholstery/Glass	20,500	28,328	30,000	(1,672)	54,000	25,672	
SVR-Towing	12,495	12,943	18,400	(5,457)	18,400	5,457	
SVR-Engine Repair	161,917	44,838	84,000	(39,162)	84,000	39,162	
SVR-Body Repair	105,923	100,508	105,000	(4,492)	105,000	4,492	
Emission controls	67,237	35,900	92,000	(56,100)	35,000	(900)	
Phone Maint. Services	8,313	16,626	10,000	6,626	10,000	(6,626)	
Support Vehicle maint	15,592	11,304	21,500	(10,196)	20,500	9,196	
IT Supplies/replacements	10,264	19,357	18,000	1,357	18,000	(1,357)	
Clever Devices/rideck maint	163,107	172,001	172,234	(233)	180,845	8,844	
Office Equipment Maint.	13,822	19,943	20,000	(57)	20,000	57	



## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY

#### DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
Building Maint. Service	70,563	77,214	78,000	(786)	82,000	4,786	
Landscape Service	83,358	92,885	80,000	12,885	86,400	(6,485)	
IT Contracts	135,062	159,668	125,000	34,668	125,000	(34,668)	
Radio Maint. Service	8,957	2,744	11,500	(8,756)	-	(2,744)	
IT Consulting	-	8,000	10,000	(2,000)	10,000	2,000	
RED Support Expense	9,323	13,966	15,000	(1,034)	15,000	1,034	
Contract Cleaning Service	1,520	2,240	2,300	(60)	2,400	160	
Waste Removal	13,850	12,636	13,200	(564)	13,200	564	
Hazardous Waste	82,866	82,595	82,500	95	86,625	4,030	
Armored Transport	20,841	12,310	21,000	(8,690)	-	(12,310)	
Fire Monitoring	2,156	2,500	4,000	(1,500)	4,000	1,500	
Security Services	75,073	74,470	84,000	(9,530)	84,000	9,530	
Other Services	5,657	4,000	4,000	-	4,000	-	
<b>Total Services</b>	<b>2,051,599</b>	<b>2,062,560</b>	<b>2,014,994</b>	<b>47,566</b>	<b>2,263,970</b>	<b>201,410</b>	<b>10%</b>
Diesel Fuel	2,051,082	1,760,844	2,574,998	(814,154)	2,200,000	439,156	25%
Oils and Lubricants	66,916	66,830	70,000	(3,170)	75,000	8,170	
Tires and Tubes	214,071	228,210	231,362	(3,152)	242,930	14,720	
Safety Supply	4,464	6,910	5,500	1,410	5,500	(1,410)	
Transportation Supplies	17,038	12,500	12,500	-	12,500	-	
BART Relief Tickets	38,504	48,000	55,000	(7,000)	55,000	7,000	
CSS-Soaps	7,157	9,163	14,000	(4,837)	14,000	4,837	
CSS-Solvents	-	4,500	5,000	(500)	5,000	500	
CSS-Cleaning	7,317	6,776	6,200	576	7,000	224	
CSS-Safety	8,102	6,918	7,000	(82)	8,000	1,082	
CSS-Antifreeze	4,763	5,675	5,600	75	5,880	205	
Oil Analysis	10,250	18,000	18,000	-	18,000	-	
Equipment/Garage Exp.	20,315	24,376	25,000	(624)	25,000	624	
Coach Repair Parts	455,296	596,975	698,423	(101,448)	698,500	101,525	
Shelter/Bus Stop Supply	9,746	12,000	25,000	(13,000)	15,000	3,000	
Radio Maint Supply	-	467	15,000	(14,533)	-	(467)	
Janitorial Supplies	21,529	19,541	17,500	2,041	20,000	459	
Lighting Supply	4,161	4,500	7,000	(2,500)	7,000	2,500	
Building Repair Supply	36,721	36,306	40,000	(3,694)	42,000	5,694	
Landscape Supply	178	8,759	10,000	(1,241)	10,000	1,241	
Tickets, Passes, Xfrs	17,480	26,011	29,000	(2,989)	15,000	(11,011)	
Supplies - Offsites	1,228	2,300	2,000	300	2,500	200	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
Personnel Office Supply	4,160	5,550	1,000	4,550	1,000	(4,550)	
Computer Supplies	6,300	76	-	76	-	(76)	
Office Supplies-Administration	13,264	15,000	15,000	-	15,500	500	
Office Supplies-Maint.	2,938	2,082	3,500	(1,418)	3,500	1,418	
Postage	10,133	11,000	12,000	(1,000)	12,000	1,000	
Obsolete Parts Write-Off	4,880	148	-	148	-	(148)	
Safety Contingency Plans	5,868	1,665	4,000	(2,335)	4,000	2,335	
Training Supply	1,209	144	-	144	1,300	1,156	
Contracts & Grants Supply	1,960	5,000	6,000	(1,000)	6,000	1,000	
Supplies- IC	3,547	7,479	7,000	479	7,000	(479)	
Repair parts-grant exp	42,868	25,000	-	25,000	30,000	5,000	
<b>Total Materials &amp; Supplies</b>	<b>3,134,572</b>	<b>3,012,843</b>	<b>3,964,935</b>	<b>(952,090)</b>	<b>3,602,610</b>	<b>589,767</b>	<b>20%</b>
Pacific Gas and Electric	170,994	183,000	188,000	(5,000)	188,000	5,000	
Telephone Svc - Concord	8,344	25,648	25,000	648	25,000	(648)	
Contra Costa Water District	21,807	23,000	24,000	(1,000)	24,500	1,500	
Telephone-Cellular	63,690	108,649	85,000	23,649	85,000	(23,649)	
<b>Total Utilities</b>	<b>264,835</b>	<b>340,297</b>	<b>322,000</b>	<b>18,297</b>	<b>322,500</b>	<b>(17,797)</b>	<b>-5%</b>
Physical Damage	99,509	87,190	87,709	(519)	25,888	(61,302)	
Property Premiums	41,678	42,596	43,345	(749)	44,300	1,704	
Other Premiums	18,907	9,069	9,842	(773)	9,432	363	
UST Insurance	(4,458)	9,444	9,822	(378)	9,822	378	
Liability Premiums	178,214	281,995	182,790	99,205	328,420	46,425	
<b>Total Insurance</b>	<b>740,595</b>	<b>570,294</b>	<b>468,507</b>	<b>101,786</b>	<b>567,861</b>	<b>(2,433)</b>	<b>0%</b>
Property Tax	10,660	9,748	10,000	(252)	10,000	252	
Licenses / Registrations	1,478	2,000	2,000	-	2,000	-	
Fuel Storage Tank Fees	11,724	11,438	15,000	(3,562)	15,000	3,562	
Use and Other Taxes	6,897	6,991	8,000	(1,009)	8,000	1,009	
Sales Tax	294,413	207,293	290,000	(82,707)	250,000	42,707	
<b>Total Taxes</b>	<b>325,172</b>	<b>237,470</b>	<b>325,000</b>	<b>(87,530)</b>	<b>285,000</b>	<b>47,530</b>	<b>20%</b>
Radio Site Lease-Diablo	33,376	17,602	33,700	(16,098)	35,000	17,398	
Equipment Leases	3,026	7,313	7,000	313	7,000	(313)	
<b>Total Leases</b>	<b>36,402</b>	<b>24,915</b>	<b>40,700</b>	<b>(15,785)</b>	<b>42,000</b>	<b>17,085</b>	<b>69%</b>

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
Business Expense-admin	-	400	400	-	400	-	
Business Expense-Fin	-	500	500	-	500	-	
Board Travel	8,812	16,500	16,500	-	16,500	-	
Staff Travel	49,506	40,000	20,000	20,000	40,000	-	
CTA Dues	12,325	13,000	13,000	-	14,000	1,000	
APTA Dues	27,276	29,000	29,000	-	30,000	1,000	
Business Expense	1,355	4,000	4,000	-	4,000	-	
Training Program	-	-	-	-	25,000	-	
Training / Subs-Gm	1,651	5,000	7,500	(2,500)	7,500	2,500	
Misc exp	38	1,000	1,200	(200)	1,200	200	
Employee Functions	32,410	30,000	30,000	-	35,000	5,000	
Employee Awards	2,448	4,500	4,500	-	5,000	500	
Departing Emp gifts	1,250	178	-	178	1,000	822	
<b>Total Miscellaneous</b>	<b>140,556</b>	<b>147,831</b>	<b>129,700</b>	<b>18,131</b>	<b>183,400</b>	<b>10,569</b>	<b>7%</b>
Alamo Creek Shuttle	60,115	79,762	106,070	(26,308)	106,070	26,308	
Cal State rte 260 shuttle	62,973	45,000	45,310	(310)	45,310	310	
<b>Total Purchased Transportation</b>	<b>170,743</b>	<b>164,762</b>	<b>187,795</b>	<b>(23,033)</b>	<b>187,795</b>	<b>23,033</b>	<b>14%</b>
<b>Total Other Operating Expense</b>	<b>6,864,474</b>	<b>6,560,972</b>	<b>7,453,631</b>	<b>(892,658)</b>	<b>7,455,136</b>	<b>869,165</b>	<b>13%</b>
Contingency			<b>883,126</b>	<b>(883,126)</b>	1,326,396	1,326,396	
<b>TOTAL FIXED ROUTE EXPENSES</b>	<b>27,602,898</b>	<b>27,845,985</b>	<b>29,816,259</b>	<b>(1,970,274)</b>	<b>31,347,968</b>	<b>3,501,983</b>	<b>12.6%</b>

#### Paratransit

Wages	97,549	89,337	93,317	(3,980)	92,432	3,095
Sick Wages	-	6,327	2,224	4,103	2,656	(3,670)
Holiday Pay	4,704	4,798	5,231	(433)	5,205	407
Vacation Pay	6,783	7,890	7,965	(75)	7,925	36
Absence pay	-	200	262	(62)	232	32
Cafeteria Plan	8,062	10,461	8,945	1,516	12,563	2,102
FICA	1,403	1,574	1,580	(6)	1,573	(1)
PERS	11,502	11,759	11,655	104	13,553	1,794
Medical	11,566	14,151	11,568	2,583	14,151	-
Dental	1,965	2,037	1,968	69	2,098	61

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY DETAILED BUDGET

	FY 2014 ACT	Est/Act FY 2015	FY 2015 Budget	Over (Under) FY 2015	FY 2016 Budget	Over (Under) FY 2015 Est/Actual	
Life Insurance	886	1,311	889	422	1,350	39	
SUI	963	868	868	-	885	17	
Agency Fees/Public Info	-	-	100	(100)	100	100	
Promotions	-	-	400	(400)	400	400	
Legal Fees	18,803	3,000	3,000	-	3,000	-	
Building Maint Services	978	1,700	1,720	(20)	1,720	20	
Radio Maint Services	4,909	6,000	6,100	(100)	6,100	100	
Community Van Maint	976	4,508	10,200	(5,692)	0	(4,508)	
Other services		1,345		1,345		(1,345)	
Office Supply, PTF	1,601	2,000	3,800	(1,800)	3,400	1,400	
Gas and Electric	18,978	19,000	19,400	(400)	19,400	400	
Cell Phone	975	1,300	1,400	(100)	1,400	100	
Sales Tax	144	321	600	(279)	400	79	
Purchased Trans-LINK	4,852,497	4,790,062	4,902,338	(112,276)	5,029,565	239,503	
Purchased Trans-BART	182,281	162,996	151,619	11,377	171,146	8,150	
Other Purch Trans	1,220	1,000	1,000	-	1,000	-	
Training / Subscriptions	-	428	530	(102)	541	113	
<b>Total Paratransit</b>	<b>5,230,925</b>	<b>5,144,772</b>	<b>5,249,079</b>	<b>(104,307)</b>	<b>5,393,197</b>	<b>248,424</b>	<b>5%</b>
<b>TOTAL CCCTA</b>	<b>32,833,823</b>	<b>32,990,757</b>	<b>35,065,338</b>	<b>(2,074,581)</b>	<b>36,741,165</b>	<b>3,750,408</b>	<b>11.4%</b>

To: Board of Directors

Date: June 9, 2015

From: Anne Muzzini, Director of Planning and Marketing

Reviewed by:

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**Subject: On Call Engineering Services Contract Award**

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Background:

Many cities and public transit entities retain engineering services on an on-call basis. Rates are agreed upon up front then specific work orders are developed for each project. County Connection released an RFP for engineering services on March 20<sup>th</sup>; bids were due May 15<sup>th</sup>. Bidders were asked to provide engineering studies, civil and site improvement designs, mechanical and electrical design, environmental studies, architectural and space planning, structural design, constructability and cost estimating, and construction management. All but one of the proposals had one prime and many subcontractors. We received six qualified proposals.

Hanson Bridgett, our legal firm, worked with staff to develop the RFP and sample agreement to ensure conformance to State and Federal requirements. The contract will be non-exclusive allowing us to hire other engineering firms if we desire. There is no guaranteed minimum level of compensation. The contract will be for a term of three years with two one-year options.

Projects that require engineering services in the next five years include:

- Bus Stop Access Improvements – design, amenities, sidewalk, real time signage, curb and gutter work
- Facility Upgrades and Maintenance – parking lot redesign, repaving, resolving the compaction issue at the NE corner, underground tank replacement
- Implementation of WAVE inductive charging at BART or City of Walnut Creek

Recommendation:

The Administration and Finance Committee recommends that the contract for on call engineering services be awarded to Diablo Engineering Group for an amount not to exceed \$1.8 Million over a contract term of 3 years with two additional one year options.

**RESOLUTION NO. 2015-031**

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

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**AUTHORIZING AWARD OF A CONTRACT TO DIABLO ENGINEERING GROUP  
FOR ON-CALL ENGINEERING SERVICES IN AN AMOUNT NOT TO EXCEED \$1.8 MILLION  
OVER THREE YEAR BASE TERM AND TWO ONE YEAR OPTION TERMS**

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;

WHEREAS, consistent with many other public agencies' practices, staff determined that it would administratively efficient and effective to engage an engineering firm to provide on call engineering services for a range of construction projects that are anticipated over the next five years;

WHEREAS, on March 20, 2015, CCCTA issued a Request for Proposals (RFP) for on-call engineering services, and received six proposals, which were evaluated by staff in accordance with the evaluation process in the RFP;

WHEREAS, the evaluation committee has recommended Diablo Engineering Group for award of the contract to provide on-call engineering services, based upon their experience, proven technical ability, and superior understanding of the scope of work;

WHEREAS, the Administration and Finance Committee recommends award of the contract to Diablo Engineering Group in an amount not to exceed \$1.8 million over a three year base term and two one-year option terms.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors authorizes the General Manager to execute an agreement with Diablo Engineer Group, in a form approved by Legal Counsel, to provide on-call engineering services, in an amount not to exceed \$1.8 million over a three year base term and two one-year option terms;

BE IT FURTHER RESOLVED, that the Board of Directors delegates authority to the General Manager to exercise the options, based upon the consultant's satisfactory performance, compliance with applicable regulatory requirements, and a determination that to do so would be in the best interests of CCCTA.

Regularly passed and adopted this 18th day of June, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
A.G. Dessayer, Chair, CCCTA Board of Directors

ATTEST: \_\_\_\_\_  
Lathina Hill, Clerk to the Board

To: Board of Directors

Date: May 29, 2015

From: Laramie Bowron, Manager of Planning

Reviewed by:

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**Subject: Title VI Equity Analysis – Martinez Shuttle**

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This analysis of the implementation of the Martinez Shuttle, which included an evaluation against FTA standards and County Connection's Title VI policies, shows that minority and low-income populations are not disproportionately burdened by this change.

As a federal grant recipient, County Connection is required to maintain and provide to the Federal Transit Administration (FTA) information on its compliance with Title VI regulations. This included adopting the Major Service Change, Disproportionate Burden, and Disparate Impact policies in June 2013. These policies dictate when an Equity Analysis is required and at what threshold service or fare changes could have potentially discriminatory effects on low-income or minority populations. FTA requires the Board to adopt a Title VI Equity Analysis when a Major Service Change is implemented.

**Martinez Shuttle:**

The Martinez Shuttle had been contingent on savings from eliminating other service in Martinez, however, additional funds have been secured that allow for its implementation without any service cuts.

The census tracts that the Martinez Shuttle would serve are currently served by Routes #16, #18, #19, #28, and #98X. The tables below compare the current level of service to these census tracts with the additional service provided by the Shuttle.

The data shows that the proposed route will increase service going to low-income census tracts by a greater percentage than that to non-low-income census tracts. The proposed route will also increase service to non-minority census tracts more than service to minority census tracts, however, the difference is only 3.42% in revenue miles and 6.8% in revenue hours. This difference remains below the 20% threshold set in the Disparate Impact Policy.

	Current	Proposed	% Difference
Low-Income Rt. Miles	8.79	11.35	29.20%
Non-Low-Income Rt. Miles	19.95	24.63	23.44%
Total Rt. Miles	28.74	35.98	25.20%
Low-Income Rt. Hours	13:06	18:14	39.18%
Non-Low-Income Rt. Hours	29:20	38:42	31.92%
Total Rt. Hours	42:27	56:57	34.16%

### Minority Analyses

	Current	Proposed	% Difference
Minority Rt. Miles	5.61	6.86	22.45%
Non-Minority Rt. Miles	23.13	29.11	25.87%
Total Rt. Miles	28.74	35.98	25.20%
Minority Rt. Hours	08:45	11:17	28.75%
Non-Minority Rt. Hours	33:41	45:40	35.56%
Total Rt. Hours	42:27	56:57	34.16%

This data demonstrates that the implementation of the Martinez Shuttle will not have a disproportionately adverse effect on residents of minority or low-income census tracts.

**Recommendation:**

The committee recommends the Board adopt the attached Title VI Equity Analysis and accompanying resolution.



# County Connection Title VI Equity Analysis – Martinez Downtown Shuttle

## Introduction

As a federal grant recipient, the Central Contra Costa Transit Authority (County Connection) is required to maintain and provide to the Federal Transit Administration (FTA) information on its compliance with Title VI regulations.

This Title VI assessment covers County Connection's proposed Martinez Shuttle.

This route was developed as part of County Connection's Adaptive Service Analysis Plan, adopted at the December 2013 Board of Directors meeting.

The Martinez Shuttle was contingent on savings from eliminating the Route #19, which was not supported by the public. Since then, additional funds have been secured that allow for the implementation of Martinez Shuttle without any service cuts.

Through a Title VI analysis it has been determined that its implementation would not have a disproportionately adverse effect on minority or low-income populations.

The following report provides a summary of the route, Title VI analysis, and results.

## Proposal

At the December 2013 Board of Directors meeting, the Board approved the Adaptive Service Analysis Plan. The study focused on alternatives for transit service in areas where the current service was not productive. The consultant team first selected neighborhoods for study and narrowed down the choices to the Trotter/South Walnut Creek area, Downtown Martinez, and Shadelands. Service options were developed and specific recommendations were made to improve service effectiveness in these neighborhoods.

The proposed changes from the Adaptive Service Analysis Plan are listed below:

### Walnut Creek

- Modify Route #7 to provide more frequent and direct service between Pleasant Hill BART and Shadelands.
- Eliminate the Route #2 and modify the Route #5 to provide more frequent and direct service from Creekside to Walnut Creek BART.

### Martinez

- Modify Routes #18 and #28 by eliminating service on Howe Rd. to increase service to the retail centers on Arnold Dr.
- Eliminate the Route #19 and redirect the service hours to a new community shuttle route.

- Operate a community shuttle between downtown Martinez and retail on Arnold Dr.

**Public Outreach:**

Beginning in February 2014 staff conducted outreach to receive public comments on these service recommendations. Nearly 200 comments were received.

The public was able to comment on the proposed changes in the following ways:

- Attending public meetings (one in Martinez City Hall and one in the Walnut Creek Library),
- Emailing [planning@countyconnection.com](mailto:planning@countyconnection.com),
- Calling County Connection Customer Service,
- Commenting on County Connection’s website, or
- Completing a text survey via Textizen (see attached summary).
- Writing to the Director of Planning

Notices for the public meetings were placed on the buses as well as in the Contra Costa Times and information on the other outreach efforts was placed on buses as well as on County Connection’s website.

Because some individuals submitted comments through more than one avenue, the numbers for total comments and individuals may not match exactly.

The chart below shows the public participation by type:

<b>Venue</b>	<b># of Comments/Participants</b>
Public Meetings	Martinez - 14
	Walnut Creek - 15
Email	30
Customer Service	14
Textizen	English - 71
	Spanish - 8
Website	29

**Route #2 and Route #19**

Not surprisingly, most respondents commented on the two routes that were proposed to be eliminated (Routes #2 and #19).

Through the website, customer service, and email, 24 comments were received requesting that service continue on the Route #19. The comments showed that passengers in Martinez depend on the Route #19 to access public health and social services. Many commented at the public meeting that they wanted more frequency on the route.

The Route #2 recommendation generated 19 comments through the website, email, and customer service with only 3 supporting its elimination; though 10 suggested retaining at least some level of commute service. Most of the respondents (from all public input) use the Route #2 to commute to work or school and Route #19 for work and medical trips.

### Route #5

Overall only two people commented on the Route #5 change via the website and both supported the recommendation. Further, 23 respondents who filled out the texting survey supported the change while 14 did not.

### Route #7

The change to the Route #7 generated 6 comments in favor and 7 in opposition. Comments in support of the recommendation were from those that work in Shadelands and the Children's Hospital. Comments received via text were also evenly split in their support.

### Route #28 and Martinez Shuttle

Though only a minor service change was recommended, the Route #28 generated significant public interest and comments were skewed towards keeping the current routing. The Martinez shuttle was strongly supported but not at the expense of the Route #19.

### **Prior Implemented Service Changes:**

The following service changes were implemented Fall 2014:

- No changes in Martinez
- Route #2: Retain two morning and two evening commute trips. Re-route via Broadway
- Route #5: Streamline service to BART
- Route #7: Streamline service between Shadelands and Pleasant Hill BART

### **Recommendation:**

Staff recommends implementing the Martinez Shuttle route that was included in the Adaptive Service Analysis Plan.

Public comments reflected a significant need for the Route #19 in Martinez and since the Martinez Shuttle was contingent on savings from eliminating the Route #19, it was not implemented with the Walnut Creek service changes.

## **Title VI Policies**

In June 2013 County Connection's Board of Directors adopted the following policies:

### ***Major Service Change Policy***

County Connection defines a major service change as:

1. An increase or decrease of 25 percent or more to the number of transit route miles of a bus route; or
2. An increase or decrease of 25 percent or more to the number of daily transit revenue miles of a bus route for the day of the week for which the change is made; or.
3. A change of service that affects 25 percent or more of daily passenger trips of a bus route for the day of the week for which the change is made.

Changes shall be counted cumulatively, with service changes being "major" if the 25 percent change occurs at one time or in stages, with changes totaling 25 percent over a 12-month period.

The following service changes are exempted from this policy:

1. Changes to service on a route with fewer than 10 total trips in a typical service day are not considered "major" unless service on that route is eliminated completely on any such day.
2. The introduction or discontinuation of short- or limited-term service (e.g., promotional, demonstration, seasonal or emergency service, or service provided as mitigation or diversions for construction or other similar activities), as long as the service will be/has been operated for no more than twelve months.
3. County Connection-operated transit service that is replaced by a different mode or operator providing a service with similar or better headways, fare, transfer options, span of service, and stops.

### ***Disparate Impact Policy***

County Connection policies establish that a fare change or major service change has a disparate impact if minority populations will experience 20% more of the cumulative burden, or experience 20% less of the cumulative benefit, relative to non-minority populations, unless (a) there is substantial legitimate justification for the change, and (b) no other alternatives exist that would serve the same legitimate objectives but with less disproportionate effects on the basis of race, color or national origin.

### ***Disproportionate Burden Policy***

County Connection policies establish that a fare change or major service change has a disproportionate burden if low-income populations will experience 20% more of the cumulative burden, or experience 20% less of the cumulative benefit, relative to non-low-income populations unless the disproportionate effects are mitigated.

### **Public Outreach:**

In developing these policies, County Connection staff conducted public outreach (detailed below), including three public meetings with language services available, to provide information and get feedback on the draft policies. Staff incorporated public input gathered through this outreach into the policies proposed for Board approval.

#### Meetings:

March 28, 2013 – Monument Corridor Transportation Action Team

*Comments: Include an annual review to ensure that major service change threshold has not been crossed*

April 15, 2013 – Public Meeting at the San Ramon Community Center

*Comments: Consistent with prior comment to include an annual review for major service changes*

May 14, 2013 - Public Meeting at the Walnut Creek Library

*Comments: None*

April 1<sup>st</sup> – June 1<sup>st</sup>, 2013 – Policies available for comments on County Connection Website

June 20, 2013 – Public Hearing and Proposed Adoption at the County Connection Board of Directors Meeting

*Comments: None*

See attached copy of Board resolution demonstrating the County Connection's board consideration, awareness, and approval of the Title VI policies.

### **Title VI Equity Analysis**

The proposed route constitutes a major service change which necessitates a Title VI Equity Analysis.

### **Adverse Effects**

Staff has defined and analyzed adverse effects related to this major service change as increased route miles and route hours, and have considered the degree of the adverse effects when planning the service change.

### **Analysis Framework**

Staff used Census 2010 census-tract data for this analysis. This data was used to compare the change in revenue miles and hours in minority tracts to non-minority tracts and low-income tracts to non-low-income tracts resulting from the implementation of the Martinez Shuttle. This data was selected because it was the most comprehensive data available for the areas affected by the service change.

The proposed Martinez Shuttle along with Routes #16, #18, #19, #28, and #98X, which currently serve the same tracts, were intersected using ArcGIS with census data to show the percentage that overlaid each census tract. This was then exported and coupled with Line Summary data to show the revenue mile and revenue hour percentage in each census tract.

**Assessing Impacts**

Based on Census 2010 data, 37.1% of the population residing in County Connection’s service area identifies as minority. This designates any census tract with a greater than 37.1% minority population a “minority tract.”

Because 5.7% of the population residing in County Connection’s service area is determined to be below the poverty level, any tract with greater than 5.7% below the poverty level is designated a “low-income tract.”

The tables below show the results of the census tract, ArcGIS, and Line Summary analysis. The tables compare the proposed route implementation in revenue miles and revenue hours operated in low-income to non-low-income and minority to non-minority tracts.

The data shows that the proposed route will increase service going to low-income census tracts by a greater percentage than that to non-low-income census tracts. The proposed route will also increase service to non-minority census tracts more than service to minority census tracts, however, the difference is only 3.42% in revenue miles and 6.8% in revenue hours. This difference remains below the 20% threshold set in the Disparate Impact Policy.

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Total Rt. Miles	28.74	35.98	25.20%
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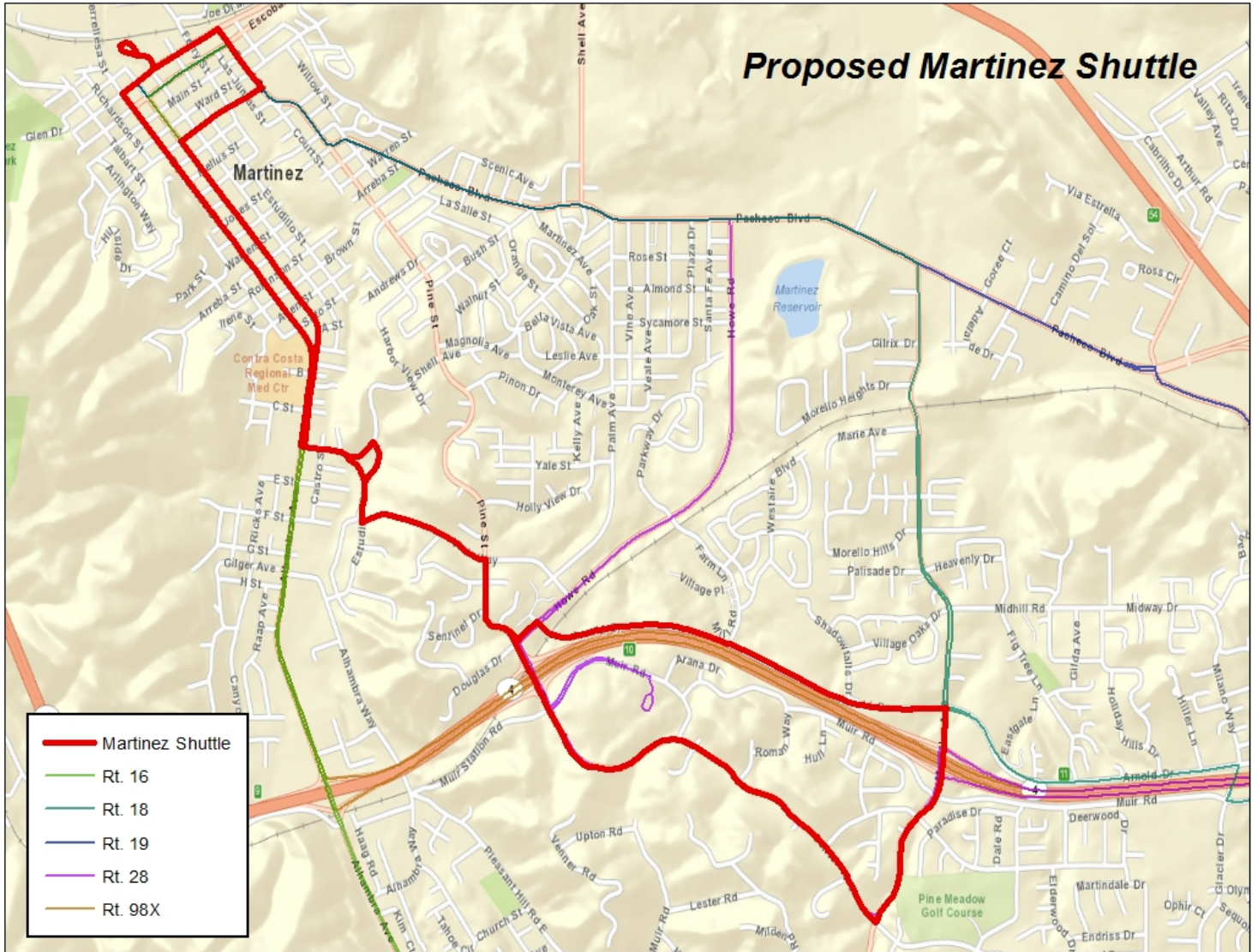
	Current	Proposed	% Difference
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Total Rt. Hours	42:27	56:57	34.16%

The table below further breaks the data down by routes serving the same census tracts as the proposed Martinez Shuttle. This shows the percentage of revenue hours in low-income tracts and minority tracts.

Route	% of Service to:			
	Low-Income Census Tracts	Non-Low-Income Census Tracts	Minority Census Tracts	Non-Minority Census Tracts
Rt. 16	6.62%	18.01%	6.62%	18.01%
Rt. 18	7.68%	9.62%	5.02%	12.28%
Rt. 19	10.77%	3.20%	7.04%	6.93%
Rt. 28	13.92%	25.12%	4.67%	34.37%
Rt. 98X	5.64%	33.26%	5.02%	33.87%
<i>Martinez Shuttle</i>	35.42%	64.58%	17.38%	82.62%

This data demonstrates that the implementation of the Martinez Shuttle will not have a disproportionately adverse effect on residents of minority or low-income census tracts.

Attachment A: Proposed Shuttle Map



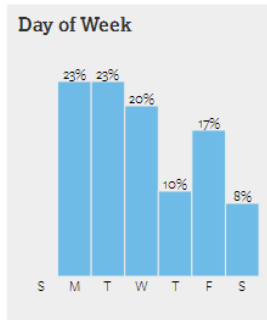
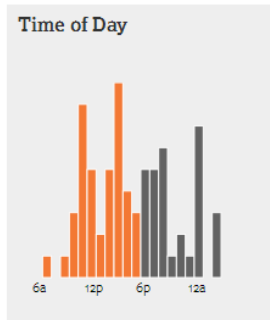


# Attachment B: Summary of Textizen Survey Responses

County Connection > Service Change - English

**71**  
responses

latest about 3 days ago



Assigned phone  
**1(925) 301-9650**

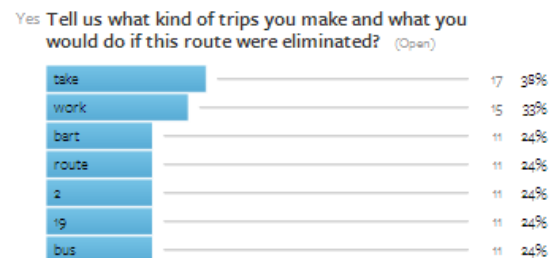
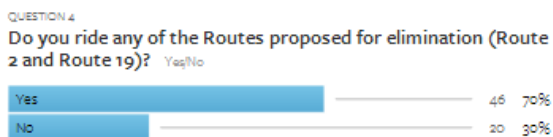
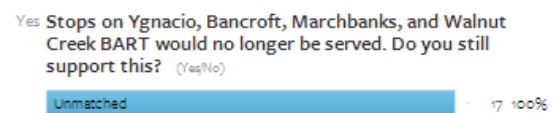
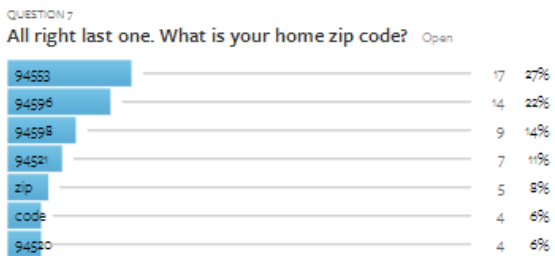
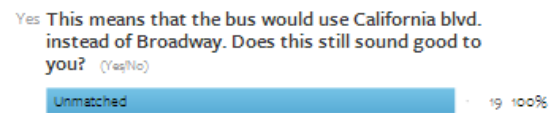
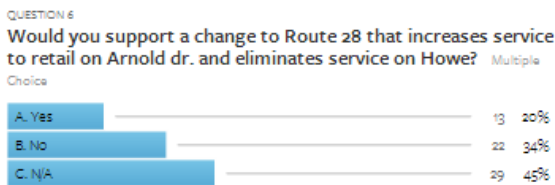
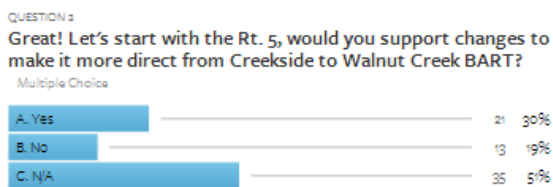
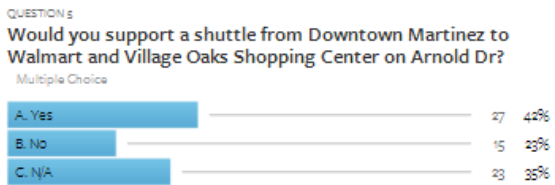
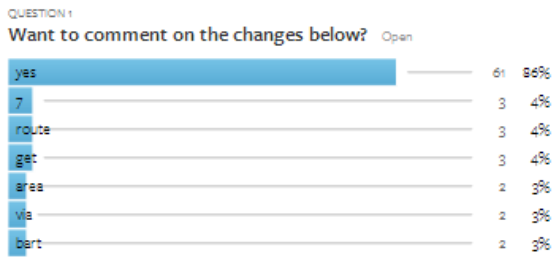
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Language  
**English**

Status  
**Running**

Results public?  
**No**

[EDIT](#) [DANGEROUS](#)



**RESOLUTION NO. 2015-032**

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

\* \* \*

**APPROVING THE TITLE VI EQUITY ANALYSIS FOR THE PROPOSED MARTINEZ SHUTTLE**

**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 CCCTA Board of Directors (Board) adopted the Adaptive Service Analysis Plan, which evaluated service in Walnut Creek and Martinez, and recommended changes to route in those areas to improve productivity; and

**WHEREAS**, subsequent to adoption of the Adaptive Service Plan, staff conducted extensive public outreach including two public hearings in accordance with Board policy and evaluated all comments received; and

**WHEREAS**, the Adaptive Service Plan included a proposed new Martinez Shuttle to improve system capacity and efficiency, but CCCTA had no funding at that time to implement such a proposal without requiring other cuts of nearby routes; and

**WHEREAS**, CCCTA has identified funding for the Martinez Shuttle such that it now can be introduced without requiring funding from service cuts; and

**WHEREAS**, the Board, at its August 20, 2013 meeting, approved Resolution 2013-019, adopting Major Service Change, Disparate Impact, and Disproportionate Burden policies as required for compliance with Title VI of the Civil Rights Act of 1964 and implementing regulations; and

**WHEREAS**, introduction of the Martinez Shuttle would meet CCCTA's Major Service Change definition, requiring completion of a Title VI Equity Analysis to assess the distribution of benefits from the proposed service on minority and low-income populations; and

**WHEREAS**, staff has completed the Title VI Equity Analysis of the proposed Martinez Shuttle, attached hereto, and found that the proposed service expansion will present neither a disparate impact on minority communities nor a disproportionate burden on low-income populations; and

**WHEREAS**, the Marketing, Planning & Legislative Committee recommends the Board approve the Title VI Analysis for the Martinez Shuttle; and

**WHEREAS**, the Board has carefully considered the public input received, the potential benefits presented by introduction of the Martinez Shuttle, and the associated Title VI analysis.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Central Contra Costa Transit Authority hereby approves and adopts the Title VI Equity Analysis of the Martinez Shuttle, attached hereto; and

**BE IT FURTHER RESOLVED** that the General Manager, or his designee, is hereby authorized to implement the proposed Martinez Shuttle for implementation in Fall 2015.

Regularly passed and adopted this 21st day of June 2015, by the following vote.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

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A.G. Dessayer, Chair, Board of Directors

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Lathina Hill, Clerk to the Board

To: Board of Directors

Date: June 9, 2015

From: Anne Muzzini, Director of Planning and Marketing

Reviewed by:

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**Subject: Clipper Implementation**

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The Schedule:

MTC, and its “Clipper” program contractors and consultants, are actively engaged in final preparations for installing the hardware and software necessary to implement Clipper on the East Bay Group which includes County Connection, Tri Delta, WestCAT, and Wheels. Network infrastructure has been installed at the facility and prototype vehicle installs are complete. The fleet installation is scheduled to begin in July and completed in August. Cubic, the Clipper contractor, is aiming to have the system “revenue ready” by the 1<sup>st</sup> of October. The East Bay Group can launch any time after Cubic is revenue ready. MTC will be providing marketing services but suggests that a soft launch be done prior to January 1<sup>st</sup> with the hard launch (larger expenditure of marketing funds) after the holidays.

Fare Changes:

The East Bay Operator group has been meeting with MTC and CH2MHill (their consultant in charge of the project) to finalize business rules and fare instruments that will be programmed into the Clipper system. From the earliest stages of these discussions, it has been clear that some aspects of the transit agencies’ existing fare structures would have to be simplified and standardized to work within the constraints of the Clipper technology.

- Cash Fares: Each agency is able to set their own cash fare for basic and express routes for adult, student, and senior. (No change)
- Transfers: Transfers will be good for one bus ride within 120 minutes of the transfer issue time. Currently transfers are good for multiple rides within 120 minutes of transfer issue on weekdays and 180 minutes on weekends. We will be keeping paper transfers for riders who wish to continue their use and the rules for paper transfers will not change. For this reason no one should be negatively affected.
- Monthly Passes: All operators agreed to offer a 31 day rolling pass (basic and express) that is good on all East Bay group buses. The East Bay Value pass is currently offered as a paper product for \$60.00 (regular) and \$70 (express routes) but it is only good for the calendar month in which it was purchased, not a 31 day rolling period. We plan on continuing to sell the paper product but expect riders will

transfer to the 31 day rolling product available on the Clipper card. In the future we may propose to eliminate the paper version of the pass and would do a Title VI analysis at that time.

County Connection is the only East Bay operator that does not have a monthly pass priced differently from the East Bay Value Pass. Under the MTC/Cubic agreement each operator is allowed to have one monthly pass in addition to the group's East Bay Value Pass. At this time our monthly pass will be developed at the software level as a place holder.

- Day Pass Accumulator: Two of the East Bay operators (WestCat and Tri Delta) issue day passes. Their "smart" GFI fareboxes print the day pass which enables passengers to ride all day. They price the day pass very reasonably; \$3.35 Tri Delta and \$3.50 WestCat. An advantage of the day pass is that it reduces paper transfers. There was a desire by these two operators to create a day pass equivalent on Clipper for the East Bay group similar to the AC Transit implementation. MTC and Cubic have agreed to give us the Day Pass Accumulator which uses cash value stored on the card to pay for local bus fares up to a maximum amount – determined to be \$3.75 in a day in our case. For example; if you board the bus to go to work Clipper will deduct the \$2.00 fare, when you board the bus to come home Clipper will only deduct \$1.75 instead of \$2.00 because you've reached the maximum amount of \$3.75.

County Connection doesn't have a day pass now and our fareboxes don't have the ability to print them. For this reason the day pass accumulator is a new fare media that will only be available on our system through use of the Clipper card. We will have to do a Title VI analysis and get Board approval for this fare change.

#### Single Point Log In:

Drivers currently log in to the Clever devices system when they start their run so that headsign changes, passenger counting, and fare payment information linked to the route and bus stop. The Clipper system will add another computer system on the bus that will not be connected to the Clever Devices system. The Clipper on board equipment includes the card reader and a driver console that will require the driver to log in with their route. The East Bay Operators have asked for single point login but this will require Cubic to develop an API and Clever Devices to write software that exports the route information. MTC has directed Cubic to begin the work, but the implementation of single point log could be a year away.

#### Financial Reconciliation:

The East Bay Operator group will be considered one operator by Cubic when it comes to distribution of fare revenues. The group has delegated Wheels (LAVTA) to be the receiver and distribution manager of the funds. This system of grouping operators and having one point agency handle the finances has been implemented in Phase II – the Napa Solano group. Fare revenues will be distributed by Wheels based on Cubic reports of ridership by route. If \$2.00 cash fare is paid by a rider on a regular County Connection route, then Wheels will distribute that \$2.00 back to County Connection. Details such as how often reconciliation will be done are still being worked out by the group.

### Cost

There is an annual operating cost allocated to each operator in the Clipper system based upon the number of transactions (tags on the bus). It is projected that we will incur \$120,000 annual fee from MTC to pay for Cubic's ongoing support.

### Board Actions

The Board will need to adopt the new Day Pass Accumulator Fare. Staff will be preparing the necessary Title VI analysis and setting up the required Public Hearing. We anticipate being ready for Board action in July.

### Recommendation for the Committee

Support implementation of the Day Pass Accumulator with a maximum charge of \$3.75 and direct staff to work on the necessary steps for Board action.

To: Board of Directors

Date: June 9, 2015

From: Anne Muzzini, Director of Planning and Marketing

Reviewed by:

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**Subject: Wi Fi On Buses**

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Background:

We currently have unlimited Sprint data plans on 19 buses offering free WiFi to our passengers (Bishop Ranch service). This is being used quite a bit based on our data consumption on those lines. All buses are equipped with routers and WiFi service that enables Clever Devices system to transmit real time information to BusTracker and dispatch. The average data usage on a bus that is only transmitting Clever data is 8-14 Mb. Passenger Wifi enabled buses are averaging 3,500 Mb of data usage per month.

Implementation on Entire Fixed Route Fleet:

The cost difference between the 500 Mb limited plan and the unlimited plan is \$18 per month, per bus. Converting all buses to passenger Wifi-enabled would amount to a total of \$1,818 per month, or \$21,816 per year. I would use a budgeting figure of \$30k per year for this project to allow room for any Sprint increases and data modem replacement.

Customer experience of this service, as far as data speeds, will vary greatly based on signal strength, location, how many devices are connected, and what those passengers are using the connection for. The modems on the bus support 4G, but our IT Manager is looking into upgrading those to the newest LTE service, which is much faster. There may be a small increase in monthly charge for the faster service, which is another reason to have some contingency in the budget. The data modems needed for the faster service would be provided by Sprint free-of-charge, due to our WSCA (government) account with them.

Recommendation:

The Operations and Scheduling Committee recommends that the General Manager implement WiFi on the entire fleet. The cost is less than \$100,000 there it does not require Board approval. This item is on the agenda for discussion and information.