

County Connection

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

ADMINISTRATION & FINANCE COMMITTEE MEETING AGENDA

Wednesday, May 4, 2016
9:00 a.m.

Hanson Bridgett
1676 North California Blvd., Suite 620
Walnut Creek, California

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

1. Approval of Agenda
2. Public Communication
3. Approval of Minutes of April 11, 2016*
4. Closed Session:
 - Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Employee Organizations:
Amalgamated Transit Union, Local 1605
 - Conference with Labor Negotiator (pursuant to Government Code Section 54957 and 54957.6)
Unrepresented Employees – Legal Counsel
5. 5 Year IT Replacement Plan*
6. Adjustment to Non-Represented Administrative Employees Compensation*
7. Performance Based Compensation Pool*
8. Revised Fiscal Year 2017 Draft Budget and Financial Forecast*
9. Review of Vendor Bills, April 2016**
10. Legal Services Statement, February 2016-General, February 2016 Labor**
11. Next Scheduled Meeting – June 1, 2016
12. Adjournment

*Enclosure

**Enclosure for Committee Members

***To be mailed under separate cover

FY2015/2016 A&F Committee

Don Tatzin – Lafayette, Al Dessayer - Moraga, Sue Noack – Pleasant Hill, Bob Simmons – Walnut Creek

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

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

General Information

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

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

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

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

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

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

Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, May 19, 9:00 a.m., County Connection Board Room
Administration & Finance:	Wednesday, June 1, 9:00 a.m., 1676 N. California Blvd., S620, Walnut Creek
Advisory Committee:	TBA. County Connection Board Room
Marketing, Planning & Legislative:	Thursday, May 5, 8:30 a.m., 2477 Arnold Industrial Way, Concord, CA
Operations & Scheduling:	Friday, May 6, 8:00 a.m. Supervisor Andersen's Office 309 Diablo Road, Danville, CA

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

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

Administration and Finance Committee
Summary Minutes
April 11, 2016

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

Committee Members:	Director Bob Simmons Director Al Dessayer Director Don Tatzin Director Sue Noack
Staff:	General Manager Rick Ramacier Director of Finance Erick Cheung Director of Maintenance Scott Mitchell Director of Planning Anne Muzzini Manager of Planning Ruby Horta Hanson Bridgett Attorney Patrick Glenn
Guest:	Catherine MacLeod, Director of Health and Benefit Actuarial Services of Bickmore
Public:	Ralph Hoffmann

1. Approval of Agenda- Approved.
2. Public Communication- Mr. Hoffmann spoke on the ease of access to the A&F Committee meeting and desired that other County Connection meetings had better access to public transit for the public to attend. He did acknowledge that County Connection provides transportation for Board meetings from the North Concord/Martinez BART Station to the agency. Mr. Hoffmann also commented that Mobility Matters produced new brochures to assist seniors with mobility management.
3. Approval of Minutes of March 2, 2016- Approved.
4. Closed Session – Conference with Legal Counsel-Anticipated Litigation Government Code Section 54956.69 (b)- No reportable action taken.
5. OPEB Actuarial Valuation- Director Cheung and Ms. MacLeod provided a summary of the OPEB Actuarial Valuation Report which is required every two years by Governmental Accounting Standards Board (GASB) Statement No. 45. County Connection's Unfunded Actuarial Accrued Liability (UAAL) as of July 1, 2015 is \$6.75 million. The net Annual Required Contribution (ARC) for FY 2016 is \$604,792 and FY 2017 is \$601,501. The committee members discussed the actuarial report with Ms. MacLeod to gain a better understanding of the actuarial changes. The committee accepted the report and concurred with staff's recommendation to contribute the ARC for FY 2016 and FY 2017 which was consistent with past practice. Finally, the committee agreed to forward the item to the Board of Directors as a consent item.
6. Fares, Passengers and Free Rides- Director Muzzini discussed the various reasons for ridership having increased over the last several years while revenue has fluctuated over that same period of time. Buses are equipped with automatic passenger counters (APC) and over time with technology improvement the counters are more accurate and the adjustment factor has increased which would result in higher passenger counts. The adjustment factor has gone from .8726 to .9654. County Connection also has several routes that are free to everyone who boards the bus; Route #4, #5, and #7. Routes #4 and #5 have the passenger fares paid by the City of Walnut Creek. Route #7 fares are paid for by the Shadelands Business Park owners. Bishop Ranch

pays a fixed amount so that everyone who is employed by a tenant of Sunset Development rides for free. The Bishop Ranch agreement is complicated and the invoice includes an amount for a share of the operating cost as well as an amount to cover fares. Ridership has grown significantly since the contract was established and the amount for fare reimbursement is \$134,000 less than the calculated amount due. However, the total invoice amounts to 33% of the operating cost which is far higher than our farebox recovery ratio of 18%. In August 2013, the Board adopted to restore a mid-day free policy (10am to 2pm) for seniors and people with disabilities that was effective in December 2013 and estimated at the time to reduce revenue by approximately \$70,000. Information only.

7. FY2015-16 MTC Transit Performance Initiative Grant- Manager Horta provided a summary of the Transit Performance Initiative (TPI) Program which is intended to focus on improving ridership and productivity. County Connection has been allocated \$236,897 for FY 2016 which staff has currently allocated to REMIX Software for \$17,600 and Implementation of Access Improvement Projects for \$219,297. The committee approved forwarding to the Board's consent calendar with a recommendation of approval.
8. Electric Bus Project- Director Mitchell provided an update on the Electric Trolleys and charging infrastructure for Route 4 in City of Walnut Creek. The current schedule has the four buses being delivered between July and October. County Connection has released the bid package for construction of the charging infrastructure and estimated to be completed in late summer of this year. The first electric trolley is planned for service in October and the project budget is currently estimated at \$5.4 million. Informational only.
9. Revised Fiscal Year 2017 Draft Budget and Financial Forecast- Director Cheung provided an updated summary of the FY 2017 Draft Budget with proposed operating expenses of \$37,152,187. The Fixed Route's proposed operating budget is \$30,715,813 and a contingency of \$800,000. The proposed operating budget is \$1,525,142 (5.2%) higher than the FY 2016 Estimated amount due mainly to agreed upon salary increases with bargaining groups and rising fuel costs. Paratransit's proposed operating budget is \$5,636,374 and is \$222,859 (4.1%) higher due to estimated contract increases for purchased transportation. The changes from the previous draft related to updating the OPEB expenses based on the updated actuarial reports and the PG&E expense for the electric trolley. The net impact was a reduction of expense for FY 2016 of \$133,431 and FY 2017 \$79,930. Director Cheung advised that this draft, if approved, will be used for the TDA claim. There will be an updated draft prepared for the May meeting before a final budget is adopted in June. Staff requested that this draft be put on the Board agenda for review and discussion. Approved.
10. Income Statements for the Six Months Ended December 31, 2015 - Director Cheung noted that actual expenses for the six months were 11% under the year to date budget. The expense categories with the most significant variances were wages, \$282K; services, \$323K, and materials and supplies, \$661K. Also, the contingency of \$1.3 million does not appear to be needed. Information only.
11. Review of Vendor Bills, March 2016- Reviewed.
12. Legal Services Statement, January 2016, General & Labor- Approved.
13. Adjournment- The meeting was adjourned. The next meetings will be tentatively scheduled for Wednesday, May 4th at 9:00 a.m.

Erick Cheung, Director of Finance

To: A&F Committee

Date: April 27, 2016

From: J. Scott Mitchell
Director of Maintenance

Reviewed by:

SUBJECT: 5 Year IT Replacement Plan

BACKGROUND:

As the Board of Directors is aware and has recognized, the need for up-to-date information and technology systems are critical. Information and technology systems are becoming more prevalent and a necessity in our daily lives. The need for up-to-date and robust IT information and technology infrastructure is critical for the efficient daily operations of County Connection. It is becoming more prevalent in every aspect of the operation.

SUMMARY OF ISSUES:

County Connection needs to update and replace critical software, hardware, and facility systems over the next five (5) years.

SOFTWARE:

PowerUp Replacement:

PowerUp is a software that does driver payroll exception, accounts payable, accounts receivable, and general ledger. PowerUp is a software that was created and supported by one individual with a closed source code. Staff recommends that we replace PowerUp with custom software using DragonPoint. This custom software will function in the way County Connection operates; reducing training and the time for employees to become acquainted with it. But it will have an open source code that County Connection would own reducing support costs and enhancing our ability to customize it in the future.

COST: \$93,000

Ops Module Replacement:

The Ops module has been functioning in a small capacity in Dispatch, but has never provided the adequate functionality that was promised, nor does it integrate with other relevant software packages at County Connection. It is recommended that this be replaced with custom software using DragonPoint. DragonPoint understands our business process well and has provided other solutions for County Connection that can be integrated with the Ops module replacement. This new software will provide all the functions that the current system provides as well as others that have become necessary since the original implementation.

COST: \$80,000

TAS - Full Integration:

This is another proposed module that we would use DragonPoint for. This module would tie all existing software modules, including those listed above, together to create one cohesive platform. TAS stands for Time and Attendance System. Its basis is an integration between Operations and Payroll to report Exceptions to the ADP Payroll

System. It will also serve as a hub between CIMS (Maintenance and Inventory Control System), Trapeze (Scheduling), Ops (Transportation) and the PowerUp replacement (Transportation and Payroll General Ledger).

COST: \$95,000

Windows Server Upgrade:

This is a necessary upgrade to our server operating system. Current version will soon be at end of life and no longer supported by the manufacturer.

COST: \$36,000

SQL Database:

This is a necessary upgrade to our database software. Current version at end of life soon and no longer supported by manufacturer.

COST: \$24,000

Trapeze FX:

FX is our scheduling software used to create the run cuts and schedules. Although most upgrades to FX have been included in our annual maintenance contract, the next version requires an add-on module to allow Trapeze data to be exported to Clever Devices. County Connection cannot upgrade FX without this add-on module. The current version we are currently on will no longer be supported by Trapeze.

COST: \$140,000

Microsoft Office:

This is the replacement of the MS Office productivity system installed on most desktop personal computers. This occurs when current version will no longer be supported by Microsoft.

COST: \$14,000

HARDWARE:

Host Server:

This is necessary to add to our virtualized network for planned software expansion moving forward.

\$23,000

Back-up Replacement:

This is a hardware software solution to replace our aging disaster recovery equipment.

\$25,000

Replace Desktop Personal Computers:

All personal computer (PC) hardware is approaching end of life. Measures were taken in the past years to extend the current PCs as long as possible.

COST: \$64,000

NETWORKING HARDWARE:

POE Upgrade:

Power Over Ethernet (POE) upgrade is to provide distribution switches that will feed both power and network to devices at the desktops. Existing distribution switches that provide network access to PCs, Desk Phones, Badge Systems, Cameras, etc. need to be replaced. This proposes that POE switches be used in this next round to provide power to devices as well. This will eliminate the need for the current Power Infusers that tend to fail. Power is primarily used by the Shoretel phones and security equipment.

COST: \$70,000

Core Switch Upgrade:

This is another networking equipment upgrade, but includes the Core Switches that connect to the Server, the Internet, and the distribution switches listed above. This is replaced on a 6-8 year cycle.

COST: \$90,000

WiFi Upgrade:

This is part of another 6-8 year replacement cycle. WiFi is necessary for both portable devices within the buildings, as well as, connection to buses in the yard for Clever Devices and Clipper data feeds.

COST: \$40,000

TELECOMM:

Phone System Replacement:

This is the replacement of County Connection's telecomm equipment, from the PBX and Voicemail to each individual desk phone. This has a 10 year replacement cycle.

COST: \$120,000

Call Recorder:

The Call Recorder records calls in Customer Service, LINK and Dispatch. This will need to be replaced in conjunction with the above Phone System. If this can be combined with the Radio Recorder listed below, in one system, then both should be replaced a year sooner. A combined system would be more efficient and economical.

COST: \$30,000

Radio Recorder:

The Radio Recorder records radio conversation between Dispatch and the buses. Current version requires very outdated software that won't run on newer desktop PCs.

COST: \$30,000

FACILITY:

Conference Room Equipment:

This includes all Audio/Video equipment in the Boardroom, Conference Rooms and the Training Room. This upgrade will set the standard for equipment and its replacement cycle.

COST: \$35,000

Badge Security System:

Not a full replacement. Includes upgrades to main hub hardware that will be end-of-life and technology upgrades to software to provide further functionality.

COST: \$80,000

Video Surveillance:

This is a replacement of the multiple existing video surveillance systems to a modern unified system with central storage and multiple logins with individualized security. This will establish a 7-year replacement cycle.

COST: \$150,000

FINANCIAL IMPLICATIONS: \$1,369,000 over five (5) years. \$700,000 has already been approved and included in the FY14, 15, 16 Capital Replacement Budget. \$150,000 is included in the proposed FY17 Capital Plan. (Please see attached.)

OPTIONS:

OPTION 1: Proceed with Plan as proposed.

OPTION 2: Modify proposed Plan to include or exclude some components.

OPTION 3: Choose not to move forward with proposed Plan.

RECOMMENDATIONS:

Staff recommends that the A&F Committee approve of and recommend that the Board of Directors at its May 19, 2016 meeting, approve adoption of a 5 Year IT Replacement Plan.

Attachment

5 Year IT Plan

	2016	2017	2018	2019	2020
Server Software					
PowerUp Replacement	\$93,000.00				
Ops Module Replacement	\$80,000.00				
TAS Full Integration	\$95,000.00				
Windows Server Upgrade		\$36,000.00			\$50,000.00
SQL Database Upgrade		\$24,000.00			\$40,000.00
Trapeze FX Upgrade		\$140,000.00			
Server Hardware					
Host Server		\$23,000.00		\$25,000.00	
Back-up Replacement		\$25,000.00			
Desktop Software					
Microsoft Office		\$14,000.00		\$15,000.00	
Desktop Hardware					
Replacement Desktop PCs		\$64,000.00			
Networking Hardware					
POE Upgrade			\$70,000.00		
Core Switch Upgrade				\$90,000.00	
Wifi Upgrade					\$40,000.00
Telecomm					
Phone Sys Replacement			\$120,000.00		
Call Recorder			\$30,000.00		
Radio Recorder		\$30,000.00			
Building					
Conference Room Equip				\$35,000.00	
Badge Security Sys					\$80,000.00
Video Surveillance		\$150,000.00			

County Connection

INTER OFFICE MEMO

To: A&F Committee

Date: April 26, 2016

From: Lisa Rettig
Senior Manager of Human Resources

Subject: Adjustment to Non-
Represented Administrative
Employees Compensation

Approved By:

SUMMARY OF ISSUES:

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

It looks reasonably certain that for FY16 the Authority can prudently afford an increase for these non-represented employees.

The General Manager requests a 3% increase for all administrative employees effective July 1, 2016. This is the same percentage increase included in the MOUs for the represented employees.

FINANCIAL IMPLICATIONS:

The cost for a 3% increase is \$152,000 this amount is included in the FY17 Budget.

ACTION REQUESTED:

Forward to the Full Board with recommended approval of Resolution 2016-021

PROPOSED FY 2017 Payscale

GRADE	POSITION	STEPS								
		1 (MIN)	2	3	4	5	6	7	8	9 (MAX)
GRADE 12										
	DIRECTOR OF TRANSPORTATION	85,202								164,814
	DIRECTOR OF PLANNING & MARKETING	85,202								164,814
	DIRECTOR OF MAINTENANCE	85,202								164,814
	DIRECTOR OF FINANCE	85,202								164,814
	DIRECTOR OF ADMINISTRATION	85,202								164,814
GRADE 11										
	SR MGR. OF SAFETY AND TRAINING	77,558								144,222
	SR. MGR. OF SPECIALIZED SERVICES	77,558								144,222
	SR. MGR. OF HUMAN RESOURCES	77,558								144,222
	SR. MGR. OF ACCOUNTING	77,558								144,222
	SR. MGR. OF TECHNICAL SRVC	77,558								144,222
	SR. MGR. OF MAINTENANCE	77,558								144,222
	SR. MGR. OF ACCESSIBLE SERVICES & EMERGENCY MGMT.	77,558								144,222
	SR. MGR. TRANSPORTATION	77,558								144,222
GRADE 10										
	MGR. CUST SERVICE & COMMUNITY OUTREACH	66,768								93,444
	MGR. TRANSPORTATION	66,768								93,444
	MGR. OUTREACH SERVICES	66,768								93,444
	MGR. PLANNING	66,768								93,444
	MGR. PURCHASING AND GRANTS	66,768								93,444
GRADE 9										
	TRAINING COORDINATOR	61,438								83,564
	ASST. TO THE GENERAL MANAGER	61,438								83,564
	FACILITY SUPERINTENDENT	61,438								83,564
	ASST. MGR. CUST SERVICE	61,438								83,564
GRADE 8										
	ASST. FACILITIES SUPER.	56,550	58,812	61,178	63,622	66,118	68,796	71,526	74,438	
	CHIEF SCHEDULER	56,550	58,812	61,178	63,622	66,118	68,796	71,526	74,438	
	BUYER	56,550	58,812	61,178	63,622	66,118	68,796	71,526	74,438	
GRADE 7										
	PAYROLL SUPERVISOR	51,350	53,404	55,536	57,746	60,060	62,478	65,000	67,548	
	SERVICE SCHEDULER	51,350	53,404	55,536	57,746	60,060	62,478	65,000	67,548	
	HELP DESK & USER SUPPORT	51,350	53,404	55,536	57,746	60,060	62,478	65,000	67,548	
	HR SPECIALIST	51,350	53,404	55,536	57,746	60,060	62,478	65,000	67,548	
	SR. ACCOUNTING ASSIST.	51,350	53,404	55,536	57,746	60,060	62,478	65,000	67,548	
	FACILITY SPECIALIST	51,350	53,404	55,536	57,746	60,060	62,478	65,000	67,548	

GRADE 6									
	DATA ANALYST	46,670	48,594	50,518	52,546	54,652	56,836	59,098	61,438
	PAYROLL SPECIALIST	46,670	48,594	50,518	52,546	54,652	56,836	59,098	61,438
	ADMIN ASST. III	46,670	48,594	50,518	52,546	54,652	56,836	59,098	61,438
	SENIOR CUSTOMER SERVICE REP	46,670	48,594	50,518	52,546	54,652	56,836	59,098	61,438
GRADE 5									
	SR FACILITY WORKER	42,458	44,200	45,916	47,736	49,686	51,688	53,716	55,874
	C.S REP.	42,458	44,200	45,916	47,736	49,686	51,688	53,716	55,874
	ADA SPECIALIST	42,458	44,200	45,916	47,736	49,686	51,688	53,716	55,874
	ADMIN ASST. II	42,458	44,200	45,916	47,736	49,686	51,688	53,716	55,874
GRADE 4									
	SCH. DISTR. CLERK	38,558	40,092	41,730	43,368	45,110	46,878	48,802	50,752
GRADE 3									
	LEAD CUSTODIAN	34,996	36,400	37,856	39,364	40,950	42,614	44,278	46,072
GRADE 2									
	CUSTODIAN	31,850	33,098	34,450	35,828	37,258	38,740	40,300	41,912
GRADE 1									
	OFFICE ASSISTANT/FILE CLERK	28,912	30,108	31,304	32,604	33,878	35,204	36,634	38,116

To: A&F Committee

Date: April 26, 2016

From: Lisa Rettig
Senior Manager of Human Resources

Subject: Performance Based
Compensation Pool

Approved by:

SUMMARY OF ISSUES:

The General Manager requests a Performance Based Compensation Pool of \$40,000 for select senior management employees. This amount is in addition to the 3% increase requested for all non-represented Administrative employees.

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

FINANCIAL IMPLICATIONS:

The budgeted amount for the Performance Based compensation Pool is \$40,000. This amount is included in the FY17 Budget.

ACTION REQUESTED:

Forward to the full Board and recommend approval and adoption of Resolution 2016-021.

To: Administration and Finance Committee

Date: May 4, 2016

From: Erick Cheung, Director of Finance

Reviewed by:

SUBJECT: Revised Fiscal Year 2017 Draft Budget and Financial Forecast

SUMMARY OF ISSUES:

County Connection's Fiscal Year (FY) 2017 Draft Budget and Financial Forecast has been revised based on current information and input from the Administration and Finance Committee's (Committee). Staff requests that the Committee provide any additional comments and recommend forwarding the revised FY 2017 Draft Budget and Financial Forecast to the Board. The Board of Directors will be requested to review and comment, so that a final draft will be prepared for adoption in June following a public hearing.

The FY 2017 Draft Budget proposes operating expenses of \$37,252,671. The Fixed Route's proposed operating budget is \$30,816,297 and a contingency of \$800,000. The proposed operating budget is \$1,560,364 (5.3%) higher than the FY 2016 Estimated amount due mainly to agreed upon salary increases with bargaining groups and assumes rising fuel costs. Paratransit's proposed operating budget is \$5,636,374 and is \$222,859 (4.1%) higher due to estimated contract increases for purchased transportation.

The following are the changes from the FY 2017 Draft Budget that was presented in April:

- a. Insurance premiums expense increased – Revised FY 2017 Draft Budget and FY 2016 Estimate for changes related to insurance premiums. County Connection is a member of CalTIP which provides vehicle and general liability insurance. Based on annual review of CalTIP claims, the premiums for the current year and next fiscal year are estimated to increase \$35,262 and \$100,484, respectively.
- b. Overtime expense and special fares increased – The Bus Bridge provided by County Connection in late March is estimated to incur an additional \$30,000 in overtime. The amount is reimbursable by BART and staff has submitted a claim for \$65,000 for all costs including use of our buses.
- c. STA revenue adjusted – MTC is adjusting current year STA allocations for decrease in revenues from diesel fuel. Also, this includes the new methodology used by State Controller's Office for allocating STA revenue. This is a decrease in STA revenue for FY 2016 of \$479,999 and an increase in FY 2017 of \$282,329.
- d. Paratransit fare revenue – Fare revenue was underestimated in the previous version due to entry error in December for \$27,385. The revised estimated is \$560,000 which is an increase of \$52,700 for FY 2016 and FY 2017 have been revised to \$571,200.
- e. TDA revenue adjusted – TDA is the last source of revenues and therefore the net adjustment for items noted above for FY 2016 is an increase of \$412,261 and FY 2017 is a decrease of \$235,645.

Overview of Fiscal Year 2016

Expenses

Estimated Operating Expenses (Page 2) for FY 2016 are expected to be \$34,669,447, which is below the adopted budget of \$36,741,165 by \$2,071,718 (5.6%). The following is an analysis of estimated expenses in comparison to budget:

Category	Description	Estimated Amount Over (Under) Budget (\$ in thousands)
Wages and benefits	Negotiated salary increases of 4% effective July 1, 2015.	\$ 426
Services	Clipper fees appear lower than anticipated, but this is first year of implementation	\$ (90)
Materials and supplies	Diesel fuel costs have decreased	\$ (1,081)
Contingency	Contingency is not currently needed based on estimated expenses	\$ (1,326)
	Total	\$ (2,071)

Revenues

Estimated Operating Revenues for FY2016 are equal with expenses, since the majority of County Connection's revenue is on a reimbursement basis. The following is an analysis of estimated revenues in comparison to budget:

Category	Description	Estimated Amount Over (Under) Budget (\$ in thousands)
Fare/Special Fare Revenue	Fare revenue lower than budgeted. Bus Bridge billed to BART for \$65K.	\$ (73)
STA Revenue	Lower revenue due to drop in Diesel Fuel and allocation change by State Controllers Office	\$ (440)
FTA Section 5307	Federal FTA 5307 funding has increased Paratransit funding from an average of \$670K to \$1.2M. This created carryover funds used this fiscal year.	\$ 730
Proposition 1B	Carry over of Proposition 1B Funds used for Clever Devices maintenance contract.	\$ 84
TDA 4.0	TDA 4.0 is considered revenue of last resort, as estimated expenses are lower than budgeted, the use of TDA 4.0 revenues is also lower.	\$ (2,366)
	Total	\$ (2,065)

Overview of FY 2017 Proposed Budget

Expenses

The FY 2017 Proposed Operating Budget is \$37,252,671, which is \$2,583,224 or 7.5% more than the FY 2016 estimated amount. It includes an operating contingency of \$800,000. The following proposed expenses are larger than the estimated FY 2016 amount:

Category	Description	Budget Amount Over (Under) Estimate (\$ in thousands)
Wages	Increases of 3% based on labor negotiations and addition of a Planning position	\$ 501
Benefits	Assumes fully staffed, which increase medical costs for service workers and mechanics (\$89K) and estimated increases in cafeteria (\$141K) .	\$ 230
Materials and supplies	Assumes diesel fuel prices will rise over the next year to \$1.6M, but still below the average of \$2.1M in FY2012 to FY 2014.	\$ 481
Utilities	Estimated PG&E costs for Walnut Creek Trolley	\$ 100
Casualty and liability	Increase in insurance premiums	\$ 101
Purchased transportation	Increase in contracted costs with First Transit for paratransit services.	\$ 234
Contingency	Estimated contingency	\$ 800
	Total	\$ 2,447

Revenues

The FY 2017 Proposed Operating Revenues is equal with expenses, since the majority of County Connection's revenue is on a reimbursement basis. The budget assumes that \$18,584,451 in TDA 4.0 funds will be used, which is an increase of \$2,972,193 over the estimated amount. There are a couple of reasons such as the increase in proposed costs noted above and assumes use of the contingency of \$800,000. There were also adjustments to revenue which include a decline in STA revenues with falling gas prices and changes by the State Controllers' Office. Also, adjusting for stable federal revenues at approximately \$1,350,000, which is a decrease of \$819,413, since most of the carryover will have been used in FY 2016.

STA revenue has declined from \$3.7 million to \$3.2 million due to declining diesel fuel revenue and a change in interpretation by the State Controller's Office (SCO) in allocating revenue. The decrease in FY 2017 and FY 2016 related to the SCO's change is approximately \$137 thousand and \$60 thousand, respectively. There is currently legislation in the works which would revert to previous interpretation by the SCO for a three year period and would be adopted as a trailer bill in the adoption of the State Budget.

MTC - STA	2017		
	Proposed Budget	2016 Revised Estimate (a)	2016 Allocation
STA Population	\$ 1,700,000	\$ 1,776,761	\$ 2,004,761
STA Feeder Bus	\$ 777,759	\$ 739,702	\$ 739,702
STA Regional Paratransit (b)	\$ 273,348	\$ 282,510	\$ 350,510
STA Revenue Based (c)	\$ 415,000	\$ 384,378	\$ 568,378
STA Total	\$ 3,166,107	\$ 3,183,351	\$ 3,663,351
\$ Difference compared to PY	\$ (17,244)	\$ (609,739)	\$ (129,739)
% Difference compared to PY	-1%	-16%	-3%
(a) Based upon preliminary amounts from MTC as of April and includes true up amounts due to diesel revenue dropping.			
(b) Amount reflects County Connection's portion of the regional percent: 41.359%			
(c) MTC has provided estimates based on decreases in revenue due to diesel fuel and a range due to SCO's interpretation of allocation. The range is \$552K-\$415K pending on legislation for FY 2017. Assuming legislation is agreed upon would mean \$552K in FY 2017 and add back \$60K in FY 2016.			

FTA 5307 revenues on a continuing basis are estimated to be \$1.2 million annually based on the last grant. As mentioned earlier, County Connection had grant funds remaining from previous years and is estimated to use most of those funds in FY 2016. Prior to FY 2014, the annual amount was approximately \$670 thousand annually and has now doubled over the last three years. One of the issues related to federal funding is timing of funding, for example, County Connection doesn't receive the FY 2016 allocation instruction until June 2016, and the funds are then received sometime in August or September.

Low Carbon Transit Operations Program (LCTOP) is a new funding source and could provide additional income to County Connection. These funds are currently used for the Martinez Shuttle Route 3 for approximately \$186 thousand, but there appears to be additional funding that could be used for capital or operational needs. The FY 2017 budget assumes an increase to \$574 thousand based on MTC's preliminary estimate that LCTOP funds could provide \$20 million over 25 years. This also assumes that the current restrictions on the use of these funds are amended since it is currently very difficult for County Connection to spend, but there appears to be legislation which may assist us.

Capital Program

The FY 2017 Draft Budget includes \$20.0 million in capital purchases (see PP.6). The majority of the expenses are for the completion of the bus replacement for \$18.8 million. The funding for the buses is from Federal 5307 for \$16.7 million with matching from State Proposition 1B and Bridge Toll funds for \$2.1 million.

TDA Reserve (PP.10)

The TDA Reserve is estimated to begin FY 2017 at \$10.1 million and by the end of the year reduces to \$8.9 million (24.0% of Operating Budget). The decrease is due mainly to declining STA revenue mentioned earlier. The forecast shows reserves declining on average by \$798 thousand each year and projected to be \$1.3 million (2.7% of Operating Budget) in FY 2025. The drop in the reserves also assumes other capital funding cannot be located for the next major bus replacement for \$3.1 million in FY 2024.

Staff has provided three reserve levels at 12%, 16% and 20%. Based on the reserve rate, the table shows the amount required and if the forecast has sufficient reserves for each fiscal year. If reserves are not sufficient, the difference is provided along with an estimate of service hours that would need to be reduced to reach reserve target level.

RECOMMENDATION:

Staff requests that the Committee provide comments and forward the draft to the Board of Directors for review and comment.

County Connection
DRAFT
Operating and Capital Budget

Fiscal Year 2017



Concord, California

April 2016

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

County Connection

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

**Fiscal Year 2017
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County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2017 BUDGET SUMMARY

	ESTIMATED FY 2016		ADOPTED BUDGET FY 2016	%		PROPOSED BUDGET FY 2017	PROPOSED OVER/(UNDER) ESTIMATED
				VARIANCE			
Operations							
Fixed Route	\$ 29,255,933	\$	31,347,968	-6.7%	\$	31,616,297	8.1%
Paratransit	\$ 5,413,514	\$	5,393,197	0.4%	\$	5,636,374	4.1%
Subtotal	\$ 34,669,447	\$	36,741,165	-5.6%	\$	37,252,671	7.5%
Capital							
Fixed Route	\$ 21,389,000	\$	1,154,000	1753.5%	\$	20,010,000	-6.4%
Paratransit	\$ -	\$	150,000	-100.0%	\$	-	N/A
Subtotal	\$ 21,389,000	\$	1,304,000	1540.3%	\$	20,010,000	-6.4%
Grand Total	\$ 56,058,447	\$	38,045,165	47.3%	\$	57,262,671	2.1%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2017 BUDGET- OPERATING EXPENDITURES

Category	ACTUAL FY 2015	ESTIMATED FY 2016	ADOPTED FY 2016	FY 2016 Estimate vs Budget		PROPOSED FY 2017	FY2017 vs 2016 Estimate	
				Amount +/-	% +/-		Amount +/-	% +/-
Fixed Route								
Wages	\$ 12,735,523	\$ 13,561,925	\$ 13,144,086	\$ 417,839	3.2%	\$ 14,032,523	\$ 470,598	3.5%
Fringe benefits-paid time off	1,990,457	\$ 2,230,650	2,107,574	123,076	5.8%	2,252,345	21,695	1.0%
Fringe benefits-other	5,708,214	\$ 7,229,339	7,314,776	(85,437)	-1.2%	7,487,183	257,844	3.6%
Total Wages and benefits	20,434,194	\$ 23,021,914	22,566,436	455,478	2.0%	23,772,051	750,137	3.3%
Services	1,892,568	\$ 2,155,069	2,263,970	(108,901)	-4.8%	2,153,251	(1,818)	-0.1%
Materials and supplies	2,758,566	\$ 2,400,831	3,602,610	(1,201,779)	-33.4%	2,926,150	525,319	21.9%
Utilities	233,643	\$ 296,879	322,500	(25,621)	-7.9%	421,000	124,121	41.8%
Casualty and liability	627,088	\$ 582,635	567,861	14,774	2.6%	711,345	128,710	22.1%
Taxes	249,805	\$ 283,500	285,000	(1,500)	-0.5%	285,500	2,000	0.7%
Leases and rentals	40,454	\$ 47,013	42,000	5,013	11.9%	46,000	(1,013)	-2.2%
Miscellaneous	178,707	\$ 166,652	183,400	(16,748)	-9.1%	199,560	32,908	19.7%
Purchased transportation	225,391	\$ 301,440	187,795	113,645	60.5%	301,440	-	0.0%
Total Other Expenses	6,206,222	6,234,019	7,455,136	(1,221,117)	-16.4%	7,044,246	810,227	13.0%
Subtotal	26,640,416	29,255,933	30,021,572	(765,639)	-2.6%	30,816,297	1,560,364	5.3%
Contingency			1,326,396	(1,326,396)	-100.0%	800,000	800,000	N/A
Subtotal	26,640,416	29,255,933	31,347,968	(2,092,035)	-6.7%	31,616,297	2,360,364	8.1%
Paratransit								
Wages	94,561	113,974	92,432	21,542	23.3%	98,489	(15,485)	-13.6%
Fringe benefits	54,013	51,833	62,191	(10,358)	-16.7%	55,685	3,852	7.4%
Total Wages and benefits	148,574	165,807	154,623	11,184	7.2%	154,174	(11,633)	-7.0%
Services	16,670	16,883	11,320	5,563	49.1%	16,100	(783)	-4.6%
Materials and supplies	2,940	3,400	3,400	-	0.0%	3,400	-	0.0%
Utilities	22,752	24,400	20,800	3,600	17.3%	25,400	1,000	4.1%
Taxes	272	400	400	-	0.0%	400	-	0.0%
Miscellaneous	178	913	941	(28)	-3.0%	900	(13)	-1.4%
Purchased transportation	4,925,650	5,201,711	5,201,713	(2)	0.0%	5,436,000	234,289	4.5%
Total Other Expenses	4,968,462	5,247,707	5,238,574	9,133	0.2%	5,482,200	234,493	4.5%
Subtotal	5,117,036	5,413,514	5,393,197	20,317	0.4%	5,636,374	222,859	4.1%
Total	\$ 31,757,452	34,669,447	36,741,165	\$ (2,071,718)	-5.6%	\$ 37,252,671	\$ 2,583,224	7.5%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2017 BUDGET- OPERATING REVENUES

Category	ACTUAL FY 2015	ESTIMATE FY 2016	ADOPTED FY 2016	FY 2016 Estimate vs Budget		PROPOSED FY 2017	FY2017 vs 2016 Estimate	
				Amount +/-	% +/-		Amount +/-	% +/-
Fixed Route								
Fare revenue	\$ 3,205,910	\$ 3,100,000	\$ 3,145,626	\$ (45,626)	-1.5%	\$ 3,162,000	\$ 62,000	2.0%
Special service revenue	1,386,527	1,455,820	1,403,790	52,030	3.7%	1,418,500	(37,320)	-2.6%
	4,592,437	4,555,820	4,549,416	6,404	0.1%	4,580,500	24,680	0.5%
Advertising revenue	586,768	603,600	617,100	(13,500)	-2.2%	609,122	5,522	0.9%
Non-Operating rev	135,343	104,200	110,000	(5,800)	-5.3%	104,600	400	0.4%
FTA New Freedom	54,869	45,131	53,200	(8,069)	-15.2%	-	(45,131)	-100.0%
Low Carbon Transit Ops Prog	-	175,000	185,881	(10,881)	-5.9%	573,087	398,087	227.5%
Other State Grants	117,063	201,304	116,919	84,385	72.2%	116,919	(84,385)	-41.9%
STA Population and Revenue	2,230,195	2,161,139	2,004,760	156,379	7.8%	1,700,000	(461,139)	-21.3%
TDA 4.0	14,376,482	15,612,258	17,978,531	(2,366,273)	-13.2%	17,957,697	2,345,439	15.0%
Measure J	4,287,458	4,252,440	4,212,120	40,320	1.0%	4,401,274	148,834	3.50%
BART Express Funds	697,596	739,702	739,702	-	0.0%	777,759	38,057	5.1%
Dougherty Valley Dev Fees	-	50,000	100,000	(50,000)	-50.0%	75,000	25,000	50.0%
Other Local Grants	78,796	75,000	-	75,000	100.0%	75,000	-	0.0%
RM 2/Other- Express	145,337	145,339	145,339	-	0.0%	145,339	-	0.0%
Lifeline	-	535,000	535,000	-	0.0%	500,000	(35,000)	-6.5%
Subtotal	27,302,344	29,255,933	31,347,968	(2,092,035)	-6.7%	31,616,297	2,360,364	8.1%
Paratransit								
Fare revenue	553,521	560,000	639,722	(79,722)	-12.5%	571,200	11,200	2.0%
Non-Operating revenue	47	100	100	-	0.0%	100	-	0.0%
FTA Section 5307	1,171,949	2,184,713	1,439,327	745,386	51.8%	1,350,000	(834,713)	-38.2%
TDA 4.5	766,150	829,680	829,680	-	0.0%	791,132	(38,548)	-4.6%
TDA 4.0	-	-	-	-	N/A	626,754	626,754	N/A
Measure J	1,380,877	1,419,169	1,428,000	(8,831)	-0.6%	1,468,840	49,671	3.50%
STA Paratransit & Rev based	1,095,630	282,510	878,888	(596,378)	-67.9%	688,348	405,838	143.7%
BART ADA Service/Other	148,862	137,342	177,480	(40,138)	-22.6%	140,000	2,658	1.9%
Subtotal	5,117,036	5,413,514	5,393,197	20,317	0.4%	5,636,374	222,860	4.1%
Total	\$ 32,419,380	\$ 34,669,447	\$ 36,741,165	\$ (2,071,718)	-5.7%	\$ 37,252,671	\$ 2,583,224	7.5%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2017 Revenue Source Utilization

	Anticipated Revenue	Anticipated Utilization	Difference
Fixed Route			
Fare revenue	\$ 3,162,000	\$ 3,162,000	\$ -
Special service revenue	1,418,500	1,418,500	-
Advertising revenue	609,122	609,122	-
Non-Operating revenue	104,600	104,600	-
Low Carbon Transit Operations Program (LCTOP)	573,087	573,087	-
Other State Grants	116,919	116,919	-
STA Population and Revenue Based TDA 4.0	1,700,000	1,700,000	-
	16,810,194	17,957,697	(1,147,503)
Measure J	4,401,274	4,401,274	-
BART Express Funds	777,759	777,759	-
Dougherty Valley Development Fees	75,000	75,000	-
Other Local Grants	75,000	75,000	-
RM2- Express	145,339	145,339	-
Lifeline	500,000	500,000	-
Total Fixed Route Operating Revenue	\$ 30,468,794	\$ 31,616,297	\$ (1,147,503)
Paratransit			
Fare revenue	\$ 571,200	\$ 571,200	\$ -
Non-operating revenue	100	100	-
FTA Section 5307	1,350,000	1,350,000	-
TDA 4.5	791,132	791,132	-
TDA 4.0	626,754	626,754	-
Measure J	1,468,840	1,468,840	-
STA Paratransit	688,348	688,348	-
BART ADA Service/Other	140,000	140,000	-
Total Paratransit Operating Revenue	\$ 5,636,374	\$ 5,636,374	\$ -
Capital Program			
TDA 4.0	\$ 148,000	\$ 148,000	\$ -
Increase (Decrease) to TDA reserve			\$ (1,147,503)

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STAFFING

Position Type		FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 PROPOSED
Transportation	Transportation administration	3.0	3.0	4.0	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	2.0
	Transit Supervisor/Dispatcher	10.0	10.0	10.0	11.0	12.0	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>	<u>18.0</u>
	Full-time runs	125.0	125.0	127.0	128.0	128.0	128.0	122.0	128.0
	Part-time runs	12.0	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	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>170.0</u>	<u>176.0</u>
	Total Transportation	187.0	187.0	191.0	193.0	194.0	194.0	188.0	194.0
	Maintenance	Maintenance administration	5.0	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	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>	<u>11.0</u>
Mechanic, Level VI						4.0	4.0	4.0	4.0
Mechanic, Level V		5.0	5.0	5.0	5.0	3.0	3.0	3.0	3.0
Mechanic, Level IV		4.0	4.0	4.0	3.0	5.0	5.0	5.0	5.0
Mechanic, Level III		7.0	7.0	7.0	5.0	5.0	5.0	6.0	7.0
Mechanic, Level II		2.0	2.0	2.0	3.0	-	1.0	-	-
Mechanic, Level I		1.0	1.0	1.0	3.0	-	1.0	-	-
Bus service workers		10.0	10.0	10.0	10.0	9.0	10.0	9.0	10.0
	<u>29.0</u>	<u>29.0</u>	<u>29.0</u>	<u>29.0</u>	<u>26.0</u>	<u>29.0</u>	<u>27.0</u>	<u>29.0</u>	
Total Maintenance	39.0	39.0	39.0	40.0	37.0	40.0	38.0	40.0	
General Administration	General Administration	4.5	4.0	3.0	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	1.0
	Stores workers	2.0	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	5.0
	Human Resources	2.0	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	2.0
	Customer service	6.5	6.0	6.0	6.0	8.0	8.0	8.0	8.0
	IT	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
	Planning/Scheduling	5.0	6.0	6.0	6.0	5.0	5.0	5.0	6.0
	Subtotal in full time equivalents	<u>31.0</u>	<u>30.0</u>	<u>29.0</u>	<u>29.0</u>	<u>30.0</u>	<u>30.0</u>	<u>30.0</u>	<u>31.0</u>
Fixed Route Operations	Total	257.0	256.0	259.0	262.0	261.0	264.0	256.0	265.0
	Paratransit	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Total Operations		259.0	258.0	261.0	264.0	263.0	266.0	258.0	267.0

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY2017 CAPITAL PROGRAM-BUDGET YEAR
(\$ in thousands)

Capital Category	Funding Source							Total
	Federal 5307	State Prop 1B - PTMISEA Rolling Stock	State Prop 1B - PTMISEA Facility Rehab	State Lifeline - 1B Population Based Bonds	State Bridge Tolls	MTC TPI Funds - Stop Access & IT	MTC TDA	
Non Revenue Fleet	-	-	\$ 35	-	-	-	\$ 128	\$ 163
Revenue Fleet	16,722	1,580	-	-	480	-	-	18,782
Facility Maintenance and Modernization	-	-	550	-	-	-	-	550
Information Technology	-	-	-	-	-	280	20	300
Maintenance Equipment & Tools	-	-	165	-	-	-	-	165
Office Furniture and Equipment	-	-	50	-	-	-	-	50
Total	\$ 16,722	\$ 1,580	\$ 800	\$ -	\$ 480	\$ 280	\$ 148	\$ 20,010

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
TEN YEAR CAPITAL PROGRAM

\$ In Thousands

Capital Program:	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Non Revenue Fleet	\$ 70	\$ 163	\$ 78	\$ -	\$ 369	\$ 227	\$ -	\$ 99	\$ 126	\$ 109	\$ 1,241
Revenue Fleet	19,826	18,782	-	2,092	-	-	1,189	-	25,182	-	67,071
Facility Maintenance & Modernization	465	550	550	-	100	100	100	500	2,100	-	4,465
Street Amenities	319	-	-	500	-	-	-	500	-	-	1,319
Information Technology	400	300	80	195	85	180	300	80	90	85	1,795
Maintenance Equipment & Tools	193	165	100	275	65	50	50	50	1,000	50	1,998
Office Furniture and Equipment	116	50	123	50	70	80	80	80	100	100	849
Total Capital Program	\$ 21,389	\$ 20,010	\$ 931	\$ 3,112	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 28,598	\$ 344	\$ 78,738

Capital Program by Service:	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Fixed-Route	\$ 21,389	\$ 20,010	\$ 931	\$ 872	\$ 689	\$ 637	\$ 530	\$ 1,309	\$ 28,598	\$ 344	\$ 75,309
Paratransit	-	-	-	2,240	-	-	1,189	-	-	-	3,429
Total Capital Program by Service	\$ 21,389	\$ 20,010	\$ 931	\$ 3,112	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 28,598	\$ 344	\$ 78,738

Capital Funding by Source	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Federal 5307	\$ 14,342	\$ 16,722	\$ -	\$ 1,864	\$ -	\$ -	\$ 989	\$ -	\$ 20,368	\$ -	\$ 54,285
State Prop 1B PTMISEA - Rolling Stock	3,055	1,580	-	-	-	-	-	-	-	-	4,635
State Prop 1B PTMISEA - Facility Rehab	-	800	-	-	-	-	-	-	-	-	800
Lifeline - 1B Population based Bonds	255	-	-	300	-	300	-	300	-	-	1,155
MTC TPI Funds - Stop Access & IT	280	280	280	280	280	280	280	280	280	280	2,800
Bridge Toll Revenue	868	480	-	100	-	-	80	29	850	-	2,407
Transportation Development Act	2,589	148	651	568	409	57	370	700	3,100	64	8,656
To Be Determined	-	-	-	-	-	-	-	-	4,000	-	4,000
Total Capital Funding by Source	\$ 21,389	\$ 20,010	\$ 931	\$ 3,112	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 28,598	\$ 344	\$ 78,738

Revenue Fleet Replacements	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
# Fixed Route Vehicles	33	35	-	-	-	-	-	-	40	-	108
# Paratransit Vehicles	-	-	-	42	-	-	21	-	-	-	63
Total Revenue Fleet Replacement	33	35	-	42	-	-	21	-	40	-	171

County Connection

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

	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Revenue Hours	224,324	224,324	224,324	224,324	224,324	224,324	224,324	224,324	224,324	224,324
1 Passenger Fares	3,100	3,162	3,541	3,612	3,685	4,127	4,209	4,293	4,809	4,905
2 Special Fares	1,456	1,418	1,446	1,475	1,505	1,535	1,566	1,597	1,629	1,662
3 Advertising	604	609	615	620	629	642	655	668	681	695
4 Non-Operating Revenue	104	105	105	105	105	105	105	105	105	105
5 FTA New Freedom	45	-	-	-	-	-	-	-	-	-
6 Low Carbon Transit Operations Program	175	573	590	608	626	645	664	684	705	726
7 Other State Grants	201	117	117	117	117	117	117	117	117	117
8 STA Paratransit & Revenue Based	2,161	1,700	1,548	1,594	1,642	1,692	1,742	1,795	1,848	1,904
9 TDA 4.0	15,612	17,958	17,697	18,288	18,987	19,283	20,041	20,693	21,109	21,857
10 Measure J	4,252	4,401	4,569	4,743	4,919	5,096	5,279	5,469	5,666	5,871
11 BART Express Funds	740	778	801	825	850	876	902	929	957	957
12 Dougherty Valley Dev Fees	50	75	75	100	100	100	105	109	-	-
13 Other Local Grants	75	75	77	79	81	83	85	87	89	91
14 RM2/Other - Express	145	145	145	145	145	145	145	145	145	145
15 Lifeline	535	500	500	500	500	500	500	500	500	500
16 Total Fixed Route Operating Revenue	29,255	31,616	31,826	32,841	33,891	34,976	36,115	37,221	38,360	39,535
Operating Expenses w/o contingency and GASB 68	29,255	30,816	31,826	32,841	33,891	34,976	36,115	37,221	38,360	39,535
% increase in expenses	6.6%	5.3%	3.3%	3.2%	3.2%	3.2%	3.3%	3.1%	3.1%	3.1%
18 CalPERS GASB 68 adjustment	-	-	-	-	-	-	-	-	-	-
19 Operating expense contingency	-	800	-	-	-	-	-	-	-	-
20 Total Fixed Route Operating Expenses	29,255	31,616	31,826	32,841	33,891	34,976	36,115	37,221	38,360	39,535
Revenue Hours	74,394	74,394	74,394	74,394	74,394	74,394	74,394	74,394	74,394	74,394
21 Passenger Fares	560	571	640	653	666	746	761	776	885	903
22 Non-Operating revenue	-	-	-	-	-	-	-	-	-	-
23 FTA Section 5307	2,186	1,350	1,411	1,411	1,421	1,427	1,429	1,431	1,434	1,437
24 TDA 4.5	830	791	815	839	864	890	917	945	973	1,002
25 TDA 4.0	-	627	534	559	590	558	613	669	632	689
26 Measure J	1,419	1,469	1,525	1,583	1,642	1,701	1,762	1,825	1,891	1,959
27 STA Paratransit & Revenue Based	283	688	709	730	752	775	798	822	847	872
28 Bart ADA service	137	140	144	148	152	157	162	167	172	177
29 Total Paratransit Operating Revenue	5,415	5,636	5,778	5,923	6,087	6,254	6,442	6,635	6,834	7,039
30 Total Paratransit Operating Expenses	5,414	5,636	5,778	5,923	6,087	6,254	6,442	6,635	6,834	7,039
% increase in expenses	5.8%	4.1%	2.5%	2.5%	2.8%	2.7%	3.0%	3.0%	3.0%	3.0%
31 Total CCCTA Operating Budget	\$ 34,669	\$ 37,252	\$ 37,604	\$ 38,764	\$ 39,978	\$ 41,230	\$ 42,557	\$ 43,856	\$ 45,194	\$ 46,574

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

	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
32 Capital Revenue										
33 Federal 5307	14,342	16,722	-	1,864	-	-	989	-	20,368	-
34 State Prop 1B PTMISEA - Rolling Stock	3,055	1,580	-	-	-	-	-	-	-	-
35 State Prop 1B PTMISEA - Facility Rehab	-	800	-	-	-	-	-	-	-	-
36 Lifeline - 1B Population based Bonds	255	-	-	300	-	300	-	300	-	-
37 MTC TPI Funds - Stop Access & IT	280	280	280	280	280	280	280	280	280	280
38 Bridge Toll Revenue	868	480	-	100	-	-	80	29	850	-
39 Transportation Development Act	2,589	148	651	568	409	57	370	700	3,100	64
40 To Be Determined	-	-	-	-	-	-	-	-	4,000	-
41 Total Capital Revenue	\$ 21,389	\$ 20,010	\$ 931	\$ 3,112	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 28,598	\$ 344
42 Capital Projects	\$ 21,389	\$ 20,010	\$ 931	\$ 3,112	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 28,598	\$ 344

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

	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
43 Beginning Balance	\$ 11,419	\$ 10,074	\$ 8,926	\$ 8,156	\$ 7,398	\$ 6,628	\$ 6,523	\$ 5,885	\$ 4,820	\$ 1,607
44 Estimated TDA 4.0 Allocation	\$ 16,856 4.41%	\$ 17,585 4.32%	\$ 18,112 3.00%	\$ 18,656 3.00%	\$ 19,216 3.00%	\$ 19,792 3.00%	\$ 20,386 3.00%	\$ 20,997 3.00%	\$ 21,627 3.00%	\$ 22,276 3.00%
TDA 4.0 Needed for Operations and Capital:										
45 Used for Fixed route operations	(15,612)	(17,958)	(17,697)	(18,288)	(18,986)	(19,283)	(20,041)	(20,693)	(21,109)	(21,857)
46 Used for Paratransit operations	-	(627)	(534)	(559)	(590)	(558)	(613)	(669)	(632)	(689)
47 TDA Used for Operations	(15,612)	(18,585)	(18,231)	(18,847)	(19,576)	(19,841)	(20,654)	(21,362)	(21,741)	(22,546)
48 Used for Capital Program	(2,589)	(148)	(651)	(568)	(409)	(57)	(370)	(700)	(3,100)	(64)
49 Ending TDA Reserve	\$ 10,074	\$ 8,926	\$ 8,156	\$ 7,398	\$ 6,628	\$ 6,523	\$ 5,885	\$ 4,820	\$ 1,607	\$ 1,273

50 Number Of Months of Operating Expenses in Reserve	3.5	2.9	2.6	2.3	2.0	1.9	1.7	1.3	0.4	0.3
51 Percentage of operating budget	29.1%	24.0%	21.7%	19.1%	16.6%	15.8%	13.8%	11.0%	3.6%	2.7%

	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
52 Reserve Percentage of: 12%	\$ 4,160	\$ 4,470	\$ 4,512	\$ 4,652	\$ 4,797	\$ 4,948	\$ 5,107	\$ 5,263	\$ 5,423	\$ 5,589
53 Amount Above/(Below) Reserve Level	\$ 5,914	\$ 4,456	\$ 3,644	\$ 2,746	\$ 1,831	\$ 1,575	\$ 778	\$ (443)	\$ (3,816)	\$ (4,316)
54 Est. Reduction of Hours of Service to Maintain Reserves - Fixed Route and Paratransit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(3,017)	(25,222)	(27,681)
55 Reserve Percentage of: 16%	\$ 5,547	\$ 5,960	\$ 6,017	\$ 6,202	\$ 6,396	\$ 6,597	\$ 6,809	\$ 7,017	\$ 7,231	\$ 7,452
56 Amount Above/(Below) Reserve Level	\$ 4,527	\$ 2,966	\$ 2,139	\$ 1,196	\$ 232	\$ (74)	\$ (924)	\$ (2,197)	\$ (5,624)	\$ (6,179)
57 Est. Reduction of Hours of Service to Maintain Reserves - Fixed Route and Paratransit	N/A	N/A	N/A	N/A	N/A	(535)	(6,487)	(14,957)	(37,171)	(39,631)
58 Reserve Percentage of: 20%	\$ 6,934	\$ 7,450	\$ 7,521	\$ 7,753	\$ 7,996	\$ 8,246	\$ 8,511	\$ 8,771	\$ 9,039	\$ 9,315
59 Amount Above/(Below) Reserve Level	\$ 3,140	\$ 1,476	\$ 635	\$ (355)	\$ (1,368)	\$ (1,723)	\$ (2,626)	\$ (3,951)	\$ (7,432)	\$ (8,042)
60 Est. Reduction of Hours of Service to Maintain Reserves - Fixed Route and Paratransit	N/A	N/A	N/A	(2,734)	(10,213)	(12,482)	(18,441)	(26,913)	(49,124)	(51,572)

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
FIXED ROUTE							
Wages, Operators	7,307,386	7,743,000	7,570,100	172,900	7,885,000	142,000	
Wages, Operator/trainer	180,465	167,887	159,000	8,887	165,000	(2,887)	
Wages, Trans Admin	1,069,690	1,146,541	1,048,341	98,200	1,132,410	(14,131)	
Wages, Scheduling	114,276	129,496	119,380	10,116	129,841	345	
Wages, Maint Admin	411,269	461,578	410,622	50,956	447,043	(14,535)	
Wages, Building Maint.	288,926	277,643	303,100	(25,457)	324,795	47,152	
Wages, Customer Service	367,093	392,896	393,155	(259)	423,509	30,613	
Wages, Promotion	138,410	135,970	133,529	2,441	143,791	7,821	
Wages, EE Services	161,009	177,302	152,896	24,406	164,628	(12,674)	
Wages, Finance	358,798	403,176	357,553	45,623	402,818	(358)	
Wages, Safety & Trng	94,219	128,786	155,653	(26,867)	146,871	18,085	
Wages, General Admin	476,718	489,670	447,228	42,442	489,698	28	
Salaried Pool	-	-	-	-	-	-	
Performance based Comp Pool	-	-	40,000	(40,000)	-	-	
Wages, Admin Bonus	1,355	41,400	1,400	40,000	41,400	-	
Wages, Board	19,900	26,400	26,400	-	26,400	-	
Wages, Planning	395,445	343,724	367,834	(24,110)	506,592	162,868	
Wages, Service Workers	356,537	361,459	402,060	(40,601)	446,958	85,499	
Wages, Serv Wrkr Bonus	-	2,200	2,200	-	2,250	50	
Wages, Mechanics	979,526	1,128,147	1,048,985	79,162	1,149,019	20,872	
Wages, Mechanic Bonus	14,501	4,650	4,650	-	4,500	(150)	
Total Wages	12,735,523	13,561,925	13,144,086	417,839	14,032,523	470,598	3%
Sick, Operators	342,765	309,000	350,500	(41,500)	309,000	-	
Sick, Trans Admin	38,998	44,222	29,615	14,607	37,348	(6,874)	
Sick, Scheduling	(7,688)	2,046	3,402	(1,356)	4,314	2,268	
Sick, Maint Admin	9,303	4,158	11,811	(7,653)	14,990	10,832	
Sick, Building Maint.	17,842	13,972	8,537	5,435	10,635	(3,337)	
Sick, Customer Svc	14,922	18,855	10,930	7,925	13,783	(5,072)	
Sick, Promotion	1,943	7,272	3,834	3,438	4,828	(2,444)	
Sick, EE Services	1,635	3,026	4,405	(1,379)	5,529	2,503	
Sick, Finance	7,587	12,366	10,253	2,113	13,322	956	
Sick, Safety & Trng	306	-	4,395	(4,395)	4,932	4,932	
Sick, General Admin	15,789	13,011	12,563	448	16,232	3,221	
Sick, Planning	25,536	4,579	10,507	(5,928)	16,993	12,414	
Sick, Service Workers	10,260	11,674	5,570	6,104	6,162	(5,512)	
Sick, Mechanics	24,875	31,943	20,523	11,420	22,443	(9,500)	
Total Sick Pay	504,073	476,124	486,845	(10,721)	480,511	4,387	1%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
Holiday, Operators	360,048	400,000	376,700	23,300	400,000	-	
Holiday, Trans Admin	50,720	52,748	55,801	(3,053)	60,699	7,951	
Holiday, Scheduling	6,742	7,011	6,410	601	7,011	-	
Holiday, Maint Admin	25,574	26,597	22,255	4,342	24,362	(2,235)	
Holiday, Building Maint.	16,527	17,188	16,085	1,103	17,283	95	
Holiday, Customer Svc	15,562	16,184	20,595	(4,411)	22,397	6,213	
Holiday, Promotion	7,966	8,285	7,225	1,060	7,848	(437)	
Holiday, EE Services	10,165	10,572	8,299	2,273	8,985	(1,587)	
Holiday, Finance	17,124	17,808	19,319	(1,511)	21,651	3,843	
Holiday, Safety & Trng	6,656	6,923	8,282	(1,359)	8,016	1,093	
Holiday, General Admin	18,713	19,461	19,484	(23)	26,381	6,920	
Holiday, Planning	19,471	20,250	19,798	452	27,619	7,369	
Holiday, Service Workers	17,890	18,606	19,775	(1,169)	21,922	3,316	
Holiday, Mechanics	49,940	51,937	55,717	(3,780)	61,182	9,245	
Total Holiday Pay	623,098	673,570	655,745	17,825	715,356	41,786	6%
Vacation, Operators	432,860	497,200	480,100	17,100	502,000	4,800	
Vacation, Trans Admin	94,774	111,910	86,260	25,650	95,171	(16,739)	
Vacation, Scheduling	8,181	9,649	9,397	252	10,308	659	
Vacation, Maint Admin	32,704	38,322	36,461	1,861	39,928	1,606	
Vacation, Building Maint.	20,100	18,700	24,047	(5,347)	24,688	5,988	
Vacation, Customer Svc	20,808	26,881	27,445	(564)	31,041	4,160	
Vacation, Promotion	10,719	10,521	11,617	(1,096)	13,080	2,559	
Vacation, EE Services	12,512	14,429	13,832	597	14,974	545	
Vacation, Finance	28,194	32,305	30,546	1,759	29,962	(2,343)	
Vacation, Safety & Trng	8,473	9,079	10,726	(1,647)	13,360	4,281	
Vacation, General Admin	29,143	32,957	32,697	260	37,647	4,690	
Vacation, Planning	24,951	23,907	29,897	(5,990)	45,491	21,584	
Vacation, Service Wrks	20,451	24,275	25,951	(1,676)	27,354	3,079	
Vacation, Mechanics	53,289	132,962	81,503	51,459	87,112	(45,850)	
Total Accrued Vacation	797,159	983,097	900,479	82,618	972,116	(10,981)	-1%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
Abs Pay, Operators	50,137	69,000	54,400	14,600	69,000	-	
Abs Pay, Trans Admin	-	2,000	2,593	(593)	3,765	1,765	
Abs Pay, Scheduling	-	100	297	(197)	435	335	
Abs Pay, Maint Admin	-	700	1,033	(333)	1,511	811	
Abs Pay, Building Maint.	-	500	747	(247)	1,072	572	
Abs Pay, Customer Svc	-	700	736	(36)	1,389	689	
Abs Pay, Promotion	-	300	335	(35)	487	187	
Abs Pay, EE Services	-	400	386	14	557	157	
Abs Pay, Finance	-	800	899	(99)	1,342	542	
Abs Pay, Safety & Trng	-	400	384	16	498	98	
Abs Pay, General Admin	-	900	906	(6)	1,635	735	
Abs Pay, Planning	-	500	920	(420)	1,713	1,213	
Separation Pay/Benefits	13,230	20,859	-	20,859	-	(20,859)	
Abs Pay, Service Wrkrs	-	300	386	(86)	430	130	
Abs Pay, Mechanics	2,760	400	483	(83)	528	128	
Total Absence Pay	66,127	97,859	64,505	33,354	84,362	(13,497)	-14%
Total Paid Time Off	1,990,457	2,230,650	2,107,574	123,076	2,252,345	21,695	1%
Total Compensation	14,725,980	15,792,575	15,251,660	540,915	16,284,868	492,293	3%
FICA, Operators	118,352	130,000	118,600	11,400	131,300	1,300	
FICA, Trans Admin	16,936	17,296	17,724	(428)	19,270	1,974	
FICA, Scheduling	1,917	1,968	2,014	(46)	2,203	235	
FICA, Maint Admin	3,312	2,132	2,052	80	3,642	1,510	
FICA, Building Maint.	5,878	5,269	4,565	704	5,489	220	
FICA, Customer Service	6,335	6,498	6,566	(68)	7,136	638	
FICA, Promotion	2,461	2,406	2,270	136	2,465	59	
FICA, EE Services	2,908	2,763	2,607	156	2,823	60	
FICA, Finance	5,315	5,522	5,118	404	6,803	1,281	
FICA, Safety & Trng	-	806	1,450	(644)	1,284	478	
FICA, General Admin	8,326	7,985	8,125	(140)	8,398	413	
FICA, Board Members	1,629	1,989	2,020	(31)	2,020	31	
FICA, Planning	7,408	5,440	6,220	(780)	8,679	3,239	
FICA, Service Workers	5,332	5,191	5,955	(764)	6,640	1,449	
FICA, Mechanics	13,572	15,015	13,574	1,441	15,998	983	
Total FICA/Medicare	199,681	210,280	198,860	11,420	224,150	13,870	7%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
PERS-RET, Operators	816,348	980,000	932,200	47,800	900,000	(80,000)	
PERS-RET, Trans Admin	139,141	160,763	163,987	(3,224)	159,569	(1,194)	
PERS-RET, Scheduling	14,932	17,322	17,357	(35)	16,790	(532)	
PERS-RET, Maint Admin	68,876	80,432	75,047	5,385	74,580	(5,852)	
PERS-RET, Bldg Maint.	38,164	42,690	46,374	(3,684)	43,268	578	
PERS-RET, Cstmr Svc	46,455	52,488	59,250	(6,762)	56,483	3,995	
PERS-RET, Promotion	21,678	25,046	23,110	1,936	22,594	(2,452)	
PERS-RET, EE Services	24,103	27,900	26,470	1,430	25,872	(2,028)	
PERS-RET, Finance	55,724	63,685	60,281	3,404	61,115	(2,570)	
PERS-RET, Sfty & Trng	21,316	21,503	28,705	(7,202)	25,275	3,772	
PERS-RET, Gen Admin	66,144	72,926	78,776	(5,850)	72,253	(673)	
PERS-RET, Planning	65,289	68,397	64,635	3,762	82,392	13,995	
GM-457 Retirement	18,092	16,800	14,500	2,300	17,000	200	
PERS-RET, Service Wrkr	41,861	46,798	53,544	(6,746)	50,717	3,919	
PERS-RET, Mechanics	115,337	136,077	150,865	(14,788)	136,205	128	
PERS GASB 68 Adjustment	(813,319)	-	-	-	-	-	
Total Retirement	740,141	1,812,827	1,795,101	17,726	1,744,113	(68,714)	-4%
Medical, Operators	666,228	676,000	673,189	2,811	682,730	6,730	
Medical, Trans Admin	99,362	111,508	101,387	10,121	112,624	1,116	
Medical, Scheduling	16,757	16,756	16,757	(1)	16,924	168	
Medical, Maint Admin	30,470	30,316	30,444	(128)	30,619	303	
Medical, Building Maint.	44,867	51,034	45,895	5,139	51,544	510	
Medical, Customer Svc	27,312	34,908	25,526	9,382	35,257	349	
Medical, Promotion	9,887	11,877	10,219	1,658	11,996	119	
Medical, Finance	29,693	33,164	30,356	2,808	35,029	1,865	
Medical, Safety & Trng	6,765	18,804	6,627	12,177	21,592	2,788	
Medical, General Admin	63,376	63,863	73,197	(9,334)	66,496	2,633	
Medical, Planning	33,722	32,914	32,965	(51)	41,776	8,862	
Medical, Service Workers	170,366	179,170	204,470	(25,300)	209,300	30,130	
Medical, Mechanics	327,344	358,339	388,493	(30,154)	417,763	59,424	
Medical Admin Charge	9,294	10,000	11,000	(1,000)	11,000	1,000	
Medical, Retirees	132,384	176,000	170,000	6,000	186,560	10,560	
OPEB benefits	370,130	428,819	395,000	33,819	423,440	(5,379)	
Total Medical	2,037,957	2,233,472	2,215,525	17,947	2,354,650	121,178	5%
Dental, Operators	234,315	238,670	249,655	(10,985)	249,660	10,990	
Dental, Trans Admin	26,621	26,846	26,983	(137)	26,990	144	
Dental, Scheduling	3,371	3,440	3,504	(64)	3,500	60	
Dental, Maint Admin	5,384	5,500	5,499	1	5,500	-	
Dental, Building Maint.	7,500	8,644	7,589	1,055	7,590	(1,054)	
Dental, Customer Svc	11,456	13,514	11,291	2,223	11,290	(2,224)	

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
Dental, Promotion	2,013	2,060	2,098	(38)	2,100	40	
Dental, EE Services	2,804	2,898	2,849	49	2,850	(48)	
Dental, Finance	5,316	5,471	5,469	2	5,470	(1)	
Dental, Safety & Trng	1,023	3,567	1,031	2,536	1,030	(2,537)	
Dental, General Admin	6,950	7,689	6,753	936	6,750	(939)	
Dental, Planning	7,499	4,869	7,899	(3,030)	7,900	3,031	
Total Dental	314,252	323,168	330,620	(7,452)	330,630	7,462	2%
WC, Operators	411,122	529,263	529,263	-	545,141	15,878	
WC, Trans Admin	44,422	57,256	57,256	-	58,974	1,718	
WC, Scheduling	4,123	5,397	5,397	-	5,559	162	
WC, Maint Admin	19,693	25,460	25,460	-	26,224	764	
WC, Building Maint.	9,883	12,671	12,671	-	13,051	380	
WC, Customer Svc	23,050	29,684	29,684	-	30,575	891	
WC, Promotion	11,489	14,901	14,901	-	15,348	447	
WC, EE Services	11,489	14,901	14,901	-	15,348	447	
WC, Finance	19,693	25,460	25,460	-	26,224	764	
WC, Safety & Trng	11,489	14,901	14,901	-	15,348	447	
WC, General Admin	21,372	27,572	27,572	-	28,399	827	
WC, Planning	17,363	22,292	22,292	-	22,961	669	
WC, Service Workers	33,700	43,529	43,529	-	44,835	1,306	
WC, Mechanics	102,011	131,524	131,524	-	135,470	3,946	
Total Workers Comp	740,899	954,811	954,811	-	983,457	28,646	3%
Life, Operators	61,064	64,077	66,905	(2,828)	65,880	1,803	
Life, Trans Admin	7,329	7,332	7,938	(606)	7,510	178	
Life, Scheduling	873	873	899	(26)	900	27	
Life, Maint Admin	3,689	3,689	3,800	(111)	3,800	111	
Life, Building Maint.	3,439	2,780	9,420	(6,640)	2,910	130	
Life, Customer Svc	3,940	4,540	3,221	1,319	4,680	140	
Life, Promotion	1,275	1,275	1,313	(38)	1,310	35	
Life, EE Services	1,382	1,382	1,423	(41)	1,420	38	
Life, Finance	2,489	2,338	2,564	(226)	2,390	52	
Life, Safety & Trng	768	638	792	(154)	660	22	
Life, General Admin	3,014	3,046	3,104	(58)	3,140	94	
Life, Planning	3,654	2,617	3,332	(715)	3,230	613	
Total Life Insurance	92,916	94,587	104,711	(10,124)	97,830	3,243	3%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
SUI, Operators	76,728	83,800	83,800	-	85,000	1,200	
SUI, Trans Admin	6,384	6,518	7,083	(565)	7,088	570	
SUI, Scheduling	798	707	886	(179)	886	179	
SUI, Maint Admin	1,995	2,400	2,213	187	2,215	(185)	
SUI, Building Maint.	2,619	2,102	2,656	(554)	2,658	556	
SUI, Customer Svc	3,817	2,468	3,984	(1,516)	4,430	1,962	
SUI, Promotion	798	791	886	(95)	886	95	
SUI, Safety & Trng	399	1,437	885	552	886	(551)	
SUI, General Admin	3,739	2,124	3,099	(975)	3,101	977	
SUI, EE Services	798	840	885	(45)	886	46	
SUI, Finance	2,008	3,753	2,213	1,540	2,215	(1,538)	
SUI, Planning	2,680	2,024	2,213	(189)	2,658	634	
SUI, Service Workers	3,591	2,393	4,427	(2,034)	4,430	2,037	
SUI, Mechanics	8,436	7,229	8,411	(1,182)	8,860	1,631	
Total SUI	114,790	118,586	123,641	(5,055)	126,199	7,613	6%
Operator Uniforms	48,579	48,000	48,000	-	50,000	2,000	
Uniforms - Maint. Pers.	15,049	15,560	14,880	680	16,640	1,080	
Total Uniforms	63,628	63,560	62,880	680	66,640	3,080	5%
Operator Medical Exams	15,205	15,190	11,000	4,190	15,000	(190)	
Emp Assistance Prog.	13,519	13,506	14,000	(494)	14,000	494	
Cafeteria Plan- Admin	372,180	318,918	333,560	(14,642)	344,277	25,359	
Cafeteria Plan-ATU	958,500	1,013,685	1,119,067	(105,382)	1,126,917	113,232	
Mechanic Tool Allowance	12,011	14,680	14,500	180	15,820	1,140	
Wellness Program	23,255	28,600	28,000	600	30,000	1,400	
Substance Abuse Prog.	9,280	10,469	8,500	1,969	10,500	31	
Ergonomics/W/C Prog	-	3,000	-	3,000	3,000	-	
Total Other Benefits	1,403,950	1,418,048	1,528,627	(110,579)	1,559,514	141,466	10%
Total Benefits	7,698,671	9,459,989	9,422,350	37,639	9,739,528	279,539	3%
Total Wages and Benefits	20,434,194	23,021,914	22,566,436	455,478	23,772,051	750,137	3%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
Management Services	3,224	25,841	25,000	841	25,000	(841)	
Agency Fees	50	200	300	(100)	200	-	
In-Service Monitoring	-	6,000	6,000	-	6,000	-	
Mobility Services	27,194	32,000	32,200	(200)	33,000	1,000	
Schedules/Graphics	42,027	65,523	70,000	(4,477)	70,000	4,477	
Promotions	152,962	178,667	180,000	(1,333)	180,000	1,333	
Recruitment	33,084	25,000	25,000	-	25,000	-	
Hiring Costs	-	18,000	18,000	-	18,000	-	
Legal Fees	355,766	300,000	385,000	(85,000)	350,000	50,000	
Financial services	2,500	10,000	10,000	-	5,000	(5,000)	
Auditor Fees	47,891	43,500	43,500	-	45,000	1,500	
Freight In and Out	6,536	6,387	7,000	(613)	7,000	613	
Bid and Hearing Notices	807	1,000	1,000	-	1,000	-	
Service Development	43,929	40,000	40,000	-	40,000	-	
Section 8 Planning	-	-	-	-	-	-	
Trans. Printing/Reproduc.	6,239	5,000	5,000	-	5,000	-	
Payroll Services	67,756	71,821	64,000	7,821	73,976	2,155	
Retail service charge	-	-	-	-	-	-	
Bank service charge	7,205	26,421	100	26,321	27,500	1,079	
Commuter check process fee	202	240	300	(60)	300	60	
Pay PERS file upload	-	-	-	-	-	-	
Special Planning- reimb expenses	133,665	100,000	66,500	33,500	50,000	(50,000)	
Temporary Help-All depts	26,247	25,000	25,000	-	27,000	2,000	
Temp Help-Shop	7,012	1,076	-	1,076	-	(1,076)	
Temporary Help-Transportation	-	-	2,000	(2,000)	-	-	
Clipper Fees	-	9,600	100,000	(90,400)	14,400	4,800	
SVR-Differential/Radiator	20,517	25,000	34,700	(9,700)	21,600	(3,400)	
SVR-Transmission	36,200	61,673	65,000	(3,327)	52,000	(9,673)	
SVR-Upholstery/Glass	14,783	44,460	54,000	(9,540)	40,000	(4,460)	
SVR-Towing	8,045	13,245	18,400	(5,155)	18,400	5,155	
SVR-Engine Repair	4,279	84,000	84,000	-	44,000	(40,000)	
SVR-Body Repair	142,935	104,730	105,000	(270)	110,250	5,520	
Emission controls	42,500	30,984	35,000	(4,016)	35,000	4,016	
Phone Maint. Services	8,313	9,000	10,000	(1,000)	9,000	-	
Support Vehicle maint	6,492	16,437	20,500	(4,063)	20,000	3,563	
IT Supplies/replacements	14,242	13,359	18,000	(4,641)	18,000	4,641	

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
Clever Devices/rideck maint	168,001	198,560	180,845	17,715	231,000	32,440	
Office Equipment Maint.	15,170	26,494	20,000	6,494	20,000	(6,494)	
Building Maint. Service	47,719	81,520	82,000	(480)	82,000	480	
Landscape Service	67,848	86,482	86,400	82	86,400	(82)	
IT Contracts	130,130	147,889	125,000	22,889	135,000	(12,889)	
Radio Maint. Service	8,683	13,372	-	13,372	10,500	(2,872)	
IT Consulting	-	-	10,000	(10,000)	10,000	10,000	
RED Support Expense	5,804	13,800	15,000	(1,200)	10,000	(3,800)	
Real Time Bus maintenance serv	-	-	-	-	-	-	
Contract Cleaning Service	2,886	2,595	2,400	195	2,500	(95)	
Waste Removal	11,164	11,975	13,200	(1,225)	13,200	1,225	
Hazardous Waste	80,812	86,612	86,625	(13)	86,625	13	
Armored Transport	11,065	-	-	-	-	-	
Fire Monitoring	2,823	3,630	4,000	(370)	4,000	370	
Security Services	74,863	83,976	84,000	(24)	86,400	2,424	
Other Services	2,998	4,000	4,000	-	4,000	-	
Total Services	1,892,568	2,155,069	2,263,970	(108,901)	2,153,251	(1,818)	0%
Diesel Fuel	1,664,101	1,119,054	2,200,000	(1,080,946)	1,600,000	480,946	
Oils and Lubricants	71,010	74,992	75,000	(8)	90,000	15,008	
Gasoline	30,071	30,754	31,500	(746)	32,000	1,246	
CNG Alternative Fuel	-	-	-	-	-	-	
Tires and Tubes	223,529	231,750	242,930	(11,180)	225,950	(5,800)	
Safety Supply	9,466	5,000	5,500	(500)	5,000	-	
Transportation Supplies	13,129	12,500	12,500	-	13,000	500	
BART Relief Tickets	47,075	55,000	55,000	-	57,000	2,000	
CSS-Soaps	1,823	13,399	14,000	(601)	14,000	601	
CSS-Solvents	-	-	5,000	(5,000)	-	-	
CSS-Cleaning	7,689	6,920	7,000	(80)	7,000	80	
CSS-Safety	8,043	8,026	8,000	26	8,000	(26)	
CSS-Antifreeze	3,675	5,987	5,880	107	6,400	413	
CSS-Gases	5,732	6,741	7,000	(259)	7,000	259	
Oil Analysis	9,000	-	18,000	(18,000)	18,000	18,000	
Equipment/Garage Exp.	22,594	24,816	25,000	(184)	25,000	184	
Coach Repair Parts	497,587	628,301	698,500	(70,199)	625,000	(3,301)	
Shelter/Bus Stop Supply	913	14,562	15,000	(438)	15,000	438	
Radio Maint Supply	-	-	-	-	-	-	
Janitorial Supplies	21,046	18,170	20,000	(1,830)	20,000	1,830	
Lighting Supply	1,992	5,500	7,000	(1,500)	6,000	500	
Building Repair Supply	40,811	42,006	42,000	6	45,000	2,994	
Landscape Supply	1,003	9,080	10,000	(920)	10,000	920	
Tickets, Passes, Xfrs	24,870	16,015	15,000	1,015	23,000	6,985	

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
Supplies - Offsites	2,199	2,500	2,500	-	2,500	-	
Personnel Office Supply	9,382	1,244	1,000	244	1,000	(244)	
Computer Supplies	3,816	360	-	360	-	(360)	
Office Supplies-Administration	19,500	15,144	15,500	(356)	16,500	1,356	
Office Supplies-2nd Floor	-	-	-	-	-	-	
Office Supplies-Maint.	1,895	3,500	3,500	-	3,500	-	
Postage	9,202	11,005	12,000	(995)	11,000	(5)	
Obsolete Parts Write-Off	149	-	-	-	-	-	
Safety Contingency Plans	1,742	4,000	4,000	-	4,000	-	
Training Supply	251	1,300	1,300	-	1,300	-	
Contracts & Grants Supply	-	3,000	6,000	(3,000)	3,000	-	
Supplies- IC	3,934	5,205	7,000	(1,795)	6,000	795	
Repair parts-grant exp	1,337	25,000	30,000	(5,000)	25,000	-	
Total Materials & Supplies	2,758,566	2,400,831	3,602,610	(1,201,779)	2,926,150	525,319	22%
Telephone Svc - TC	-	-	-	-	-	-	
Pacific Gas and Electric	134,752	180,000	188,000	(8,000)	185,000	5,000	
PG&E - WC Trolley	-	-	-	-	100,000	100,000	
Telephone Svc - Concord	11,637	16,305	25,000	(8,695)	25,000	8,695	
Contra Costa Water District	23,505	24,500	24,500	-	26,000	1,500	
Telephone-Cellular	63,749	76,074	85,000	(8,926)	85,000	8,926	
Total Utilities	233,643	296,879	322,500	(25,621)	421,000	124,121	42%
Physical Damage	87,271	61,754	25,888	35,866	85,745	23,991	
Property Premiums	42,596	40,864	44,300	(3,436)	44,300	3,436	
Other Premiums	19,890	19,493	9,431	10,062	25,000	5,507	
UST Insurance	-	9,000	9,822	(822)	9,000	-	
Liability Premiums	282,214	314,024	328,420	(14,396)	372,300	58,276	
Insurance/Liability losses	195,117	137,500	150,000	(12,500)	175,000	37,500	
Total Insurance	627,088	582,635	567,861	14,774	711,345	128,710	22%
Property Tax	10,969	11,000	10,000	1,000	11,500	500	
Licenses / Registrations	1,395	1,500	2,000	(500)	1,500	-	
Fuel Storage Tank Fees	11,685	14,000	15,000	(1,000)	15,000	1,000	
Use and Other Taxes	6,877	7,000	8,000	(1,000)	7,500	500	
Sales Tax	218,879	250,000	250,000	-	250,000	-	
Total Taxes	249,805	283,500	285,000	(1,500)	285,500	2,000	1%
Radio Site Lease-Diablo	37,428	38,500	35,000	3,500	39,000	500	
Equipment Leases	3,026	8,513	7,000	1,513	7,000	(1,513)	
Total Leases	40,454	47,013	42,000	5,013	46,000	(1,013)	-2%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
Business Expense- Tran	31	-	100	(100)	-	-	
Business Expense-admin	-	400	400	-	400	-	
Business Expense-Fin	703	500	500	-	500	-	
Board Travel	13,691	16,500	16,500	-	16,500	-	
Staff Travel	58,103	50,000	40,000	10,000	50,000	-	
CTA Dues	12,325	13,000	14,000	(1,000)	14,000	1,000	
APTA Dues	34,510	31,562	30,000	1,562	35,560	3,998	
Other Memberships	-	-	-	-	-	-	
Business Expense	1,165	4,690	4,000	690	4,000	(690)	
Training Program	440	-	25,000	(25,000)	25,000	25,000	
Training / Subs-Gm	5,593	5,000	7,500	(2,500)	7,500	2,500	
Misc exp	281	1,000	1,200	(200)	1,000	-	
Employee Functions	46,257	35,000	35,000	-	35,000	-	
Employee Awards	1,628	5,000	5,000	-	5,000	-	
Departing Emp gifts	434	-	1,000	(1,000)	1,000	1,000	
Paypal fees	3,546	4,000	3,200	800	4,100	100	
Total Miscellaneous	178,707	166,652	183,400	(16,748)	199,560	32,908	20%
Alamo Creek Shuttle	106,488	166,000	106,070	59,930	166,000	-	
St Marys shuttle	43,180	48,000	36,415	11,585	48,000	-	
Cal State rte 260 shuttle	75,723	87,440	45,310	42,130	87,440	-	
Total Purchased Transportation	225,391	301,440	187,795	113,645	301,440	-	0%
Total Other Operating Expense	6,206,222	6,234,019	7,455,136	(1,221,117)	7,044,246	810,227	13%
Contingency			1,326,396	(1,326,396)	800,000	800,000	
TOTAL FIXED ROUTE EXPENSE	26,640,416	29,255,933	31,347,968	(2,092,035)	31,616,297	2,360,364	8%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2015 Actual	FY 2016 Estimated	FY 2016 Budget	Over (Under) FY 2016 Budget	Proposed FY 2017 Budget	Over (Under) FY 2016 Est/Actual	Over (Under) % FY 2016 Est/Actual
Paratransit							
Wages	94,561	113,974	92,432	21,542	98,489	(15,485)	
Sick Wages	5,110	-	2,656	(2,656)	3,300	3,300	
Holiday Pay	3,756	4,468	5,205	(737)	5,562	1,094	
Vacation Pay	7,770	9,001	7,925	1,076	8,489	(512)	
Absence pay	-	200	232	(32)	332	132	
Cafeteria Plan	8,711	9,132	12,563	(3,431)	9,894	762	
FICA	1,523	1,580	1,573	7	1,684	104	
PERS	12,078	14,035	13,553	482	12,840	(1,195)	
Medical	12,161	10,076	14,151	(4,075)	9,678	(398)	
Dental	2,013	1,565	2,098	(533)	2,100	535	
Life Insurance	891	891	1,350	(459)	920	29	
SUI	-	885	885	-	886	1	
Agency Fees/Public Info	-	-	100	(100)	100	100	
Promotions	-	-	400	(400)	400	400	
Legal Fees	4,326	3,000	3,000	-	3,000	-	
Building Maint Services	1,103	1,845	1,720	125	1,500	(345)	
Software Maint Services	-	-	-	-	-	-	
Radio Maint Services	4,190	7,038	6,100	938	6,100	(938)	
Community Van Maint	7,051	5,000	-	5,000	5,000	-	
Office Supply, PTF	2,940	3,400	3,400	-	3,400	-	
Gas and Electric	21,938	23,000	19,400	3,600	24,000	1,000	
Cell Phone	814	1,400	1,400	-	1,400	-	
Sales Tax	272	400	400	-	400	-	
Purchased Trans-LINK	4,773,376	5,029,565	5,029,567	(2)	5,275,000	245,435	
Purchased Trans-BART	152,037	171,146	171,146	-	160,000	(11,146)	
Other Purch Trans	237	1,000	1,000	-	1,000	-	
Training / Subscriptions	-	500	541	(41)	500	-	
Other Misc Expenses	178	413	400	13	400	(13)	
Total Paratransit	5,117,036	5,413,514	5,393,197	20,317	5,636,374	222,859	4%
TOTAL CCCTA	31,757,452	34,669,447	36,741,165	(2,071,718)	37,252,671	2,583,224	7%