

# County Connection

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

## **BOARD OF DIRECTORS MEETING AGENDA**

**Thursday, May 19, 2016  
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) Consent Calendar
  - a. Approval of Minutes of Regular Meeting of April 21, 2016\*
  - b. Adjustment to Non-Represented Administrative Employees Compensation\*  
Resolution No. 2016-021\*
  - c. Performance Based Compensation Pool\*  
Resolution No. 2016-021\*
- 5) Report of Chair
- 6) Report of General Manager
  - a. Recognition of Employees with 30 Years of Service
  - b. Update and Report on the Draft Contra Costa Transportation Authority (CCTA) Transportation Expenditure Plan (TEP)
  - c. Status of State Transit Assistance (STA) Allocation from the State Controller's Office
  - d. Update of Senate Bill 824
- 7) Report of Standing Committees
  - a. Administration & Finance Committee  
(Committee Chair: Director Bob Simmons)

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

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

- 1) 5 Year IT Replacement Plan\*  
(The A&F Committee recommends that the Board of Directors adopt the 5 Year IT Replacement Plan.)
  - 2) Revised Fiscal Year 2017 Draft Budget and Financial Forecast \*  
(The Board will review the FY2017 Draft Budget.)
- b. Marketing, Planning & Legislative Committee  
(Committee Chair: Director Rob Schroder)
- 1) Background on State Legislative Activity at County Connection\*  
(Information Only)
  - 2) State Legislative Update: Support AB 2292, Oppose AB 2094\*  
(The MP & L Committee recommends that the Board of Directors support AB 2292 and oppose AB 2094.)
- c. Operations & Scheduling Committee  
(Committee Chair: Director Candace Andersen)
- 1) Purchase of 31 Heavy Duty Buses\*  
(The O & S Committee recommends that the Board adopt Resolution No. 2016-022 authorizing the General Manager to release a purchase order and Letter to Proceed to Gillig to build thirty-one (31) low floor buses. Total cost of the vehicles, tax, and delivery not to exceed \$14,944,780.)
  - 2) WAVE Inductive Charging Installation  
(The O & S Committee recommends that the Board authorize staff to evaluate Bids received and make a recommendation for Award.)
- 8) 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.
- 9) Closed Session  
Conference with Legal Counsel-Anticipated Litigation  
Government Code Section 54956.9(b) (one potential case)  
  
Conference with Labor Negotiator (pursuant to Government Code Section 54957 and 54957.6)  
Unrepresented Employees – Legal Counsel
- 10) Open Session
- a. Report of Action(s) Taken During the Closed Session
  - b. Consideration of Proposed Legal Services Rate Adjustment  
Resolution No. 2016-023  
(The Resolution authorizes a rate adjustment to the Agreement for Legal Services)
- 11) 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, June 16, 9:00 a.m., County Connection Board Room
Administration & Finance:	Wednesday, June 1, 9:00 a.m. 1676 N. California Blvd., Suite 620, Walnut Creek, CA
Advisory Committee:	TBA, County Connection Board Room
Marketing, Planning & Legislative:	Thursday, June 2, 8:30 a.m., 2477 Arnold Industrial Way, Concord, CA
Operations & Scheduling:	Friday, June 3, 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

countyconnection.com

Agenda Item No. 4.a.

## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

April 21, 2016

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

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

Staff: Ramacier, Chun, Glenn, Barrientos, Cheung, Churchill, Hill, Horta, Martinez, McCarthy, Mitchell, Muzzini and Rettig

#### Public Comment:

Judy Barrientos, ATU Local 1605 President, spoke to the Board regarding part time operators not currently receiving sick leave. Part time administrative employees are currently receiving sick leave and she would like the same for the operators.  
Director Hoffmeister arrived.

#### CONSENT CALENDAR

**MOTION:** Director Tatzin moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of March 17, 2016; (b) Accept OPEB Actuarial Valuation for FY2016 and FY2017; (c) Resolution No. 2016-019, Authorizing the Filing of an Application for Funding Assigned to MTC and Committing Any Necessary Matching Funds and Stating Assurance to Complete the Project. Director Hoffmeister seconded the motion and it received the following vote of approval:

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

**No:** None

**Abstain:** None

**Absent:** Directors Hudson, Schroder and Worth

#### REPORT OF CHAIR:

Chair Storer stated that while in Washington, DC for the APTA conference, County Connection staff worked tirelessly and is always positively received by all. He is very proud to be a part of this Board. Director Dessayer agreed with Chair Storer and suggested that it is important to focus effort on Sacramento, as state legislation significantly affects County Connection. Board members emphasized the importance of staying in contact with the ones that are in positions that aid us in receiving funding through grants and different transit bills at the federal, state, and regional levels.

Director Hudson arrived.

## **REPORT OF GENERAL MANAGER:**

### Update and Report on the Draft Contra Costa Transportation Authority (CCTA) Transportation Expenditure Plan (TEP)

General Manager Rick Ramacier provided an update on the development of the Transportation Expenditure Plan, which appears to be getting close to completion, with transit included in a healthy way. Director Tatzin noted that the CCTA is considering the diverse views expressed by business and environmental groups and its efforts to reconcile competing demands.

### Report on BART Bus Bridge

Bill Churchill summarized County Connection's participation in running a bus bridge to BART from March 16-23, when BART was not running some of its service due to track closures between North Concord and Bay Point. He noted that in the last few years we have seen an increase in BART bridges, in 2010 we participated in 1 and in 2014 we participated in 6. The more bus bridges that we do, the better we are at coordinating services with other agencies and the public. We foresee that the trend will continue as BART's tracks get older. County Connection will continue to work with BART, other agencies, contract operators, and local communities to develop a coordinated plan to respond in the future, as it seems more BART breakdowns are inevitable. Director Hoffmeister complimented the bus drivers for the friendly and upbeat manner in handling frazzled passengers.

## **REPORT OF STANDING COMMITTEES**

### **Administrative & Finance Committee**

#### Revised Fiscal Year 2017 Draft Budget and Financial Forecast

Director Simmons introduced the item, Erick Cheung, Director of Finance explained that this is not the final budget; we need to approve the latest version of the budget in order to file a claim for TDA funds. We have made adjustments to the budget regarding diesel fuel, employee cost and STA funds. We will look at the budget next month in order to make any necessary changes. Director Dessayer made a motion.

**MOTION:** Director Dessayer moved that the Board approve Resolution No. 2016-020, Authorize Filing Applications and Supporting Documents with the Metropolitan Transportation Commission for Allocation of Transportation Development Act, State Transit Assistance and R2 Funds for FY 2017. Director Tatzin seconded the motion and it received the following vote of approval:

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

**BOARD COMMUNICATION: None**

At 9:51 a.m., The Board went into closed session to discuss the following:

**Closed Session:**

**Conference with Legal Counsel-Anticipated Litigation  
Government Code Section 54956.9(b) (one potential case)**

**Open Session:**

At 10:24 a.m., the Board came back to open session. Chair Storer report that instructions were given to Legal Counsel.

**ADJOURNMENT:** Chair Storer adjourned the regular Board meeting at 10:25 a.m.

Minutes prepared by

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Lathina Hill  
Assistant to the General Manager

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Date

# County Connection

## INTER OFFICE MEMO

To: Board of Directors

Date: May 9, 2016

From: Lisa Rettig  
Senior Manager of Human Resources

Subject: Adjustment to Non-  
Represented Administrative  
Employees Compensation

Approved By: Rick Ramacier, General Manager

### **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.

**COMMITTEE RECOMMENDATION:** A&F Committee recommends approval

### **ACTION REQUESTED:**

Approval of Resolution 2016-021

PROPOSED FY 2017 PAYSCALE

GRADE	POSITION	STEPS								
		1 (MIN)	2	3	4	5	6	7	8	9 (MAX)
<b>GRADE 12</b>										
	DIRECTOR OF TRANSPORTATION	88,608								171,392
	DIRECTOR OF PLANNING & MARKETING	88,608								171,392
	DIRECTOR OF MAINTENANCE	88,608								171,392
	DIRECTOR OF FINANCE	88,608								171,392
	DIRECTOR OF ADMINISTRATION	88,608								171,392
<b>GRADE 11</b>										
	SR MGR. OF SAFETY AND TRAINING	80,652								149,968
	SR. MGR. OF SPECIALIZED SERVICES	80,652								149,968
	SR. MGR. OF HUMAN RESOURCES	80,652								149,968
	SR. MGR. OF ACCOUNTING	80,652								149,968
	SR. MGR. OF TECHNICAL SRVC	80,652								149,968
	SR. MGR. OF MAINTENANCE	80,652								149,968
	SR. MGR. OF ACCESSIBLE SERVICES & EMERGENCY MGMT.	80,652								149,968
	SR. MGR. TRANSPORTATION	80,652								149,968
<b>GRADE 10</b>										
	MGR. CUST SERVICE & COMMUNITY OUTREACH	69,446								97,188
	MGR. TRANSPORTATION	69,446								97,188
	MGR. OUTREACH SERVICES	69,446								97,188
	MGR. PLANNING	69,446								97,188
	MGR. PURCHASING AND GRANTS	69,446								97,188
<b>GRADE 9</b>										
	TRAINING COORDINATOR	63,908								86,892
	ASST. TO THE GENERAL MANAGER	63,908								86,892
	FACILITY SUPERINTENDENT	63,908								86,892
	ASST. MGR. CUST SERVICE	63,908								86,892
<b>GRADE 8</b>										
	ASST. FACILITIES SUPER.	58,812	61,178	63,596	66,170	68,770	71,552	74,386	77,428	
	CHIEF SCHEDULER	58,812	61,178	63,596	66,170	68,770	71,552	74,386	77,428	
	BUYER	58,812	61,178	63,596	66,170	68,770	71,552	74,386	77,428	
<b>GRADE 7</b>										
	PAYROLL SUPERVISOR	53,404	55,536	57,772	60,034	62,478	64,974	67,600	70,252	
	SERVICE SCHEDULER	53,404	55,536	57,772	60,034	62,478	64,974	67,600	70,252	
	HELP DESK & USER SUPPORT	53,404	55,536	57,772	60,034	62,478	64,974	67,600	70,252	
	HR SPECIALIST	53,404	55,536	57,772	60,034	62,478	64,974	67,600	70,252	
	SR. ACCOUNTING ASSIST.	53,404	55,536	57,772	60,034	62,478	64,974	67,600	70,252	
	FACILITY SPECIALIST	53,404	55,536	57,772	60,034	62,478	64,974	67,600	70,252	



<b>GRADE 6</b>									
	DATA ANALYST	48,542	50,570	52,520	54,626	56,862	59,098	61,464	63,908
	PAYROLL SPECIALIST	48,542	50,570	52,520	54,626	56,862	59,098	61,464	63,908
	ADMIN ASST. III	48,542	50,570	52,520	54,626	56,862	59,098	61,464	63,908
	SENIOR CUSTOMER SERVICE REP	48,542	50,570	52,520	54,626	56,862	59,098	61,464	63,908
<b>GRADE 5</b>									
	SR FACILITY WORKER	44,122	45,942	47,788	49,660	51,662	53,742	55,874	58,084
	C.S REP.	44,122	45,942	47,788	49,660	51,662	53,742	55,874	58,084
	ADA SPECIALIST	44,122	45,942	47,788	49,660	51,662	53,742	55,874	58,084
	ADMIN ASST. II	44,122	45,942	47,788	49,660	51,662	53,742	55,874	58,084
<b>GRADE 4</b>									
	SCH. DISTR. CLERK	40,118	41,704	43,394	45,110	46,904	48,750	50,752	52,780
<b>GRADE 3</b>									
	LEAD CUSTODIAN	36,400	37,830	39,390	40,950	42,588	44,330	46,046	47,918
<b>GRADE 2</b>									
	CUSTODIAN	33,124	34,424	35,802	37,284	38,740	40,300	41,912	43,602
<b>GRADE 1</b>									
	OFFICE ASSISTANT/FILE CLERK	30,082	31,304	32,552	33,904	35,230	36,634	38,116	39,624

**RESOLUTION NO. 2016-021**

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

\* \* \*

**AUTHORIZES FY2017 ANNUAL ADJUSTMENT  
TO ADMINISTRATIVE STAFF SALARIES  
AND ESTABLISHES A MANAGEMENT MERIT POOL**

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

WHEREAS, the General Manager has recommended an adjustment to the non-management administrative staff salary ranges to reflect a 3% increase to be effective July 1, 2016, as set forth in Exhibit A; and

WHEREAS, the General Manager has recommended an adjustment of the salary ranges of the management grades to increase by 3% from the FY2016 rates effective July 1, 2016, as set forth in Exhibit A; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the CCCTA Board of Directors approves the adjustments to the salary ranges for administrative staff and management grades as set forth in the FY2017 Annual Pay Scale attached hereto and incorporated herein as Exhibit A, to be effective July 1, 2016.

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

Regularly passed and adopted this 19th day of May, 2016 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

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Robert Storer, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

# County Connection

## INTER OFFICE MEMO

To: Board of Directors

Date: May 9, 2016

From: Lisa Rettig  
Senior Manager of Human Resources

Subject: Performance Based  
Compensation Pool

Approved by: Rick Ramacier, General Manager

### **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.

**COMMITTEE RECOMMENDATION:** A&F Committee recommends approval of Resolution 2016-021

### **ACTION REQUESTED:**

Approval and adoption of Resolution 2016-021.

# County Connection

## INTER OFFICE MEMO

To: Board of Directors

Date: May 5, 2016

From: *J. Mitchell*  
J. Scott Mitchell  
Director of Maintenance

Reviewed by:

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### SUBJECT: 5 Year IT Replacement Plan

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#### 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 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 (2017), \$50,000 (2020)

**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 (2017), \$40,000 (2020)

**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 (2017), \$15,000 (2019)

**HARDWARE:**

**Host Server:**

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

\$23,000 (2017), \$25,000 (2019)

**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 spreadsheet.)

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:

The A&F Committee 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
<b>Server Software</b>					
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			
<b>Server Hardware</b>					
Host Server		\$23,000.00		\$25,000.00	
Back-up Replacement		\$25,000.00			
<b>Desktop Software</b>					
Microsoft Office		\$14,000.00		\$15,000.00	
<b>Desktop Hardware</b>					
Replacement Desktop PCs		\$64,000.00			
<b>Networking Hardware</b>					
POE Upgrade			\$70,000.00		
Core Switch Upgrade				\$90,000.00	
Wifi Upgrade					\$40,000.00
<b>Telecomm</b>					
Phone Sys Replacement			\$120,000.00		
Call Recorder			\$30,000.00		
Radio Recorder		\$30,000.00			
<b>Building</b>					
Conference Room Equip				\$35,000.00	
Badge Security Sys					\$80,000.00
Video Surveillance		\$150,000.00			
<b>Yearly Total</b>	<b>\$268,000.00</b>	<b>\$506,000.00</b>	<b>\$220,000.00</b>	<b>\$165,000.00</b>	<b>\$210,000.00</b>



To: Board of Directors

Date: May 19, 2016

From: Erick Cheung, Director of Finance

Reviewed by:

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**SUBJECT: Revised Fiscal Year 2017 Draft Budget and Financial Forecast**

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### **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). The updated budget and forecast are submitted for the Board of Directors review and comment. A final draft will be prepared for adoption in June following a public hearing on June 16th.

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:

<b>Category</b>	<b>Description</b>	<b>Estimated Amount Over (Under) Budget (\$ in thousands)</b>
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)
	<b>Total</b>	\$ (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:

<b>Category</b>	<b>Description</b>	<b>Estimated Amount Over (Under) Budget (\$ in thousands)</b>
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)
	<b>Total</b>	\$ (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:

<b>Category</b>	<b>Description</b>	<b>Budget Amount Over (Under) Estimate (\$ in thousands)</b>
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
	<b>Total</b>	\$ 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
<b>STA Total</b>	<b>\$ 3,166,107</b>	<b>\$ 3,183,351</b>	<b>\$ 3,663,351</b>
<b>\$ Difference compared to PY</b>	<b>\$ (17,244)</b>	<b>\$ (609,739)</b>	<b>\$ (129,739)</b>
<b>% Difference compared to PY</b>	<b>-1%</b>	<b>-16%</b>	<b>-3%</b>
(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:**

This draft budget and forecast is submitted for Board review and comment. A final proposed budget will be submitted in June for approval following a public hearing.

***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
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%
<b>Grand Total</b>	<b>\$ 56,058,447</b>	<b>\$</b>	<b>38,045,165</b>	<b>47.3%</b>	<b>\$</b>	<b>57,262,671</b>	<b>2.1%</b>

**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 +/-	% +/-
<b>Fixed Route</b>								
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%
<b>Paratransit</b>								
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%
<b>Total</b>	<b>\$ 31,757,452</b>	<b>34,669,447</b>	<b>36,741,165</b>	<b>\$ (2,071,718)</b>	<b>-5.6%</b>	<b>\$ 37,252,671</b>	<b>\$ 2,583,224</b>	<b>7.5%</b>



**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 +/-	% +/-
<b>Fixed Route</b>								
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%
<b>Paratransit</b>								
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%
<b>Total</b>	<b>\$ 32,419,380</b>	<b>\$ 34,669,447</b>	<b>\$ 36,741,165</b>	<b>\$ (2,071,718)</b>	<b>-5.7%</b>	<b>\$ 37,252,671</b>	<b>\$ 2,583,224</b>	<b>7.5%</b>

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

	Anticipated Revenue	Anticipated Utilization	Difference
<b>Fixed Route</b>			
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	-
	<b>16,810,194</b>	<b>17,957,697</b>	<b>(1,147,503)</b>
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	-
<b>Total Fixed Route Operating Revenue</b>	<b>\$ 30,468,794</b>	<b>\$ 31,616,297</b>	<b>\$ (1,147,503)</b>
<b>Paratransit</b>			
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	<b>626,754</b>	626,754	-
Measure J	1,468,840	1,468,840	-
STA Paratransit	688,348	688,348	-
BART ADA Service/Other	140,000	140,000	-
<b>Total Paratransit Operating Revenue</b>	<b>\$ 5,636,374</b>	<b>\$ 5,636,374</b>	<b>\$ -</b>
<b>Capital Program</b>			
TDA 4.0	<b>\$ 148,000</b>	\$ 148,000	\$ -
<b>Increase (Decrease) to TDA reserve</b>			<b>\$ (1,147,503)</b>

**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>	
	<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>188.0</b>	<b>194.0</b>
Maintenance	Maintenance administration	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
	Facilities	5.0	5.0	5.0	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>	
	<b>Total Maintenance</b>	<b>39.0</b>	<b>39.0</b>	<b>39.0</b>	<b>40.0</b>	<b>37.0</b>	<b>40.0</b>	<b>38.0</b>	<b>40.0</b>
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>
<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>261.0</b>	<b>264.0</b>	<b>256.0</b>	<b>265.0</b>
	Paratransit	2.0	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>263.0</b>	<b>266.0</b>	<b>258.0</b>	<b>267.0</b>

**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
<b>Total</b>	<b>\$ 16,722</b>	<b>\$ 1,580</b>	<b>\$ 800</b>	<b>\$ -</b>	<b>\$ 480</b>	<b>\$ 280</b>	<b>\$ 148</b>	<b>\$ 20,010</b>

**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
<b>Total Capital Program</b>	<b>\$ 21,389</b>	<b>\$ 20,010</b>	<b>\$ 931</b>	<b>\$ 3,112</b>	<b>\$ 689</b>	<b>\$ 637</b>	<b>\$ 1,719</b>	<b>\$ 1,309</b>	<b>\$ 28,598</b>	<b>\$ 344</b>	<b>\$ 78,738</b>

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
<b>Total Capital Program by Service</b>	<b>\$ 21,389</b>	<b>\$ 20,010</b>	<b>\$ 931</b>	<b>\$ 3,112</b>	<b>\$ 689</b>	<b>\$ 637</b>	<b>\$ 1,719</b>	<b>\$ 1,309</b>	<b>\$ 28,598</b>	<b>\$ 344</b>	<b>\$ 78,738</b>

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
<b>Total Capital Funding by Source</b>	<b>\$ 21,389</b>	<b>\$ 20,010</b>	<b>\$ 931</b>	<b>\$ 3,112</b>	<b>\$ 689</b>	<b>\$ 637</b>	<b>\$ 1,719</b>	<b>\$ 1,309</b>	<b>\$ 28,598</b>	<b>\$ 344</b>	<b>\$ 78,738</b>

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
<b>Total Revenue Fleet Replacement</b>	<b>33</b>	<b>35</b>	<b>-</b>	<b>42</b>	<b>-</b>	<b>-</b>	<b>21</b>	<b>-</b>	<b>40</b>	<b>-</b>	<b>171</b>

## 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
<b>Revenue Hours</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>	<b>224,324</b>
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
<b>16 Total Fixed Route Operating Revenue</b>	<b>29,255</b>	<b>31,616</b>	<b>31,826</b>	<b>32,841</b>	<b>33,891</b>	<b>34,976</b>	<b>36,115</b>	<b>37,221</b>	<b>38,360</b>	<b>39,535</b>
<b>Operating Expenses w/o contingency and GASB 68</b>	<b>29,255</b>	<b>30,816</b>	<b>31,826</b>	<b>32,841</b>	<b>33,891</b>	<b>34,976</b>	<b>36,115</b>	<b>37,221</b>	<b>38,360</b>	<b>39,535</b>
% 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	-	-	-	-	-	-	-	-
<b>20 Total Fixed Route Operating Expenses</b>	<b>29,255</b>	<b>31,616</b>	<b>31,826</b>	<b>32,841</b>	<b>33,891</b>	<b>34,976</b>	<b>36,115</b>	<b>37,221</b>	<b>38,360</b>	<b>39,535</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>
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
<b>29 Total Paratransit Operating Revenue</b>	<b>5,415</b>	<b>5,636</b>	<b>5,778</b>	<b>5,923</b>	<b>6,087</b>	<b>6,254</b>	<b>6,442</b>	<b>6,635</b>	<b>6,834</b>	<b>7,039</b>
<b>30 Total Paratransit Operating Expenses</b>	<b>5,414</b>	<b>5,636</b>	<b>5,778</b>	<b>5,923</b>	<b>6,087</b>	<b>6,254</b>	<b>6,442</b>	<b>6,635</b>	<b>6,834</b>	<b>7,039</b>
% increase in expenses	5.8%	4.1%	2.5%	2.5%	2.8%	2.7%	3.0%	3.0%	3.0%	3.0%
<b>31 Total CCCTA Operating Budget</b>	<b>\$ 34,669</b>	<b>\$ 37,252</b>	<b>\$ 37,604</b>	<b>\$ 38,764</b>	<b>\$ 39,978</b>	<b>\$ 41,230</b>	<b>\$ 42,557</b>	<b>\$ 43,856</b>	<b>\$ 45,194</b>	<b>\$ 46,574</b>

## 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
<b>32 Capital Revenue</b>										
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	-
<b>41 Total Capital Revenue</b>	<b>\$ 21,389</b>	<b>\$ 20,010</b>	<b>\$ 931</b>	<b>\$ 3,112</b>	<b>\$ 689</b>	<b>\$ 637</b>	<b>\$ 1,719</b>	<b>\$ 1,309</b>	<b>\$ 28,598</b>	<b>\$ 344</b>
<b>42 Capital Projects</b>	<b>\$ 21,389</b>	<b>\$ 20,010</b>	<b>\$ 931</b>	<b>\$ 3,112</b>	<b>\$ 689</b>	<b>\$ 637</b>	<b>\$ 1,719</b>	<b>\$ 1,309</b>	<b>\$ 28,598</b>	<b>\$ 344</b>

**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%
<b>TDA 4.0 Needed for Operations and Capital:</b>										
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	<b>(15,612)</b>	<b>(18,585)</b>	<b>(18,231)</b>	<b>(18,847)</b>	<b>(19,576)</b>	<b>(19,841)</b>	<b>(20,654)</b>	<b>(21,362)</b>	<b>(21,741)</b>	<b>(22,546)</b>
48 Used for Capital Program	<b>(2,589)</b>	<b>(148)</b>	<b>(651)</b>	<b>(568)</b>	<b>(409)</b>	<b>(57)</b>	<b>(370)</b>	<b>(700)</b>	<b>(3,100)</b>	<b>(64)</b>
<b>49 Ending TDA Reserve</b>	<b>\$ 10,074</b>	<b>\$ 8,926</b>	<b>\$ 8,156</b>	<b>\$ 7,398</b>	<b>\$ 6,628</b>	<b>\$ 6,523</b>	<b>\$ 5,885</b>	<b>\$ 4,820</b>	<b>\$ 1,607</b>	<b>\$ 1,273</b>

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
<b>FIXED ROUTE</b>							
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)	
<b>Total Wages</b>	<b>12,735,523</b>	<b>13,561,925</b>	<b>13,144,086</b>	<b>417,839</b>	<b>14,032,523</b>	<b>470,598</b>	<b>3%</b>
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)	
<b>Total Sick Pay</b>	<b>504,073</b>	<b>476,124</b>	<b>486,845</b>	<b>(10,721)</b>	<b>480,511</b>	<b>4,387</b>	<b>1%</b>

**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	
<b>Total Holiday Pay</b>	<b>623,098</b>	<b>673,570</b>	<b>655,745</b>	<b>17,825</b>	<b>715,356</b>	<b>41,786</b>	<b>6%</b>
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)	
<b>Total Accrued Vacation</b>	<b>797,159</b>	<b>983,097</b>	<b>900,479</b>	<b>82,618</b>	<b>972,116</b>	<b>(10,981)</b>	<b>-1%</b>

**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	
<b>Total Absence Pay</b>	<b>66,127</b>	<b>97,859</b>	<b>64,505</b>	<b>33,354</b>	<b>84,362</b>	<b>(13,497)</b>	<b>-14%</b>
<b>Total Paid Time Off</b>	<b>1,990,457</b>	<b>2,230,650</b>	<b>2,107,574</b>	<b>123,076</b>	<b>2,252,345</b>	<b>21,695</b>	<b>1%</b>
<b>Total Compensation</b>	<b>14,725,980</b>	<b>15,792,575</b>	<b>15,251,660</b>	<b>540,915</b>	<b>16,284,868</b>	<b>492,293</b>	<b>3%</b>
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	
<b>Total FICA/Medicare</b>	<b>199,681</b>	<b>210,280</b>	<b>198,860</b>	<b>11,420</b>	<b>224,150</b>	<b>13,870</b>	<b>7%</b>

**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)	-	-	-	-	-	
<b>Total Retirement</b>	<b>740,141</b>	<b>1,812,827</b>	<b>1,795,101</b>	<b>17,726</b>	<b>1,744,113</b>	<b>(68,714)</b>	<b>-4%</b>
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)	
<b>Total Medical</b>	<b>2,037,957</b>	<b>2,233,472</b>	<b>2,215,525</b>	<b>17,947</b>	<b>2,354,650</b>	<b>121,178</b>	<b>5%</b>
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	
<b>Total Dental</b>	<b>314,252</b>	<b>323,168</b>	<b>330,620</b>	<b>(7,452)</b>	<b>330,630</b>	<b>7,462</b>	<b>2%</b>
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	
<b>Total Workers Comp</b>	<b>740,899</b>	<b>954,811</b>	<b>954,811</b>	<b>-</b>	<b>983,457</b>	<b>28,646</b>	<b>3%</b>
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	
<b>Total Life Insurance</b>	<b>92,916</b>	<b>94,587</b>	<b>104,711</b>	<b>(10,124)</b>	<b>97,830</b>	<b>3,243</b>	<b>3%</b>

**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	
<b>Total SUI</b>	<b>114,790</b>	<b>118,586</b>	<b>123,641</b>	<b>(5,055)</b>	<b>126,199</b>	<b>7,613</b>	<b>6%</b>
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	
<b>Total Uniforms</b>	<b>63,628</b>	<b>63,560</b>	<b>62,880</b>	<b>680</b>	<b>66,640</b>	<b>3,080</b>	<b>5%</b>
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	-	
<b>Total Other Benefits</b>	<b>1,403,950</b>	<b>1,418,048</b>	<b>1,528,627</b>	<b>(110,579)</b>	<b>1,559,514</b>	<b>141,466</b>	<b>10%</b>
<b>Total Benefits</b>	<b>7,698,671</b>	<b>9,459,989</b>	<b>9,422,350</b>	<b>37,639</b>	<b>9,739,528</b>	<b>279,539</b>	<b>3%</b>
<b>Total Wages and Benefits</b>	<b>20,434,194</b>	<b>23,021,914</b>	<b>22,566,436</b>	<b>455,478</b>	<b>23,772,051</b>	<b>750,137</b>	<b>3%</b>

**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	-	
<b>Total Services</b>	<b>1,892,568</b>	<b>2,155,069</b>	<b>2,263,970</b>	<b>(108,901)</b>	<b>2,153,251</b>	<b>(1,818)</b>	<b>0%</b>
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	-	
<b>Total Materials &amp; Supplies</b>	<b>2,758,566</b>	<b>2,400,831</b>	<b>3,602,610</b>	<b>(1,201,779)</b>	<b>2,926,150</b>	<b>525,319</b>	<b>22%</b>
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	
<b>Total Utilities</b>	<b>233,643</b>	<b>296,879</b>	<b>322,500</b>	<b>(25,621)</b>	<b>421,000</b>	<b>124,121</b>	<b>42%</b>
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	
<b>Total Insurance</b>	<b>627,088</b>	<b>582,635</b>	<b>567,861</b>	<b>14,774</b>	<b>711,345</b>	<b>128,710</b>	<b>22%</b>
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	-	
<b>Total Taxes</b>	<b>249,805</b>	<b>283,500</b>	<b>285,000</b>	<b>(1,500)</b>	<b>285,500</b>	<b>2,000</b>	<b>1%</b>
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)	
<b>Total Leases</b>	<b>40,454</b>	<b>47,013</b>	<b>42,000</b>	<b>5,013</b>	<b>46,000</b>	<b>(1,013)</b>	<b>-2%</b>

**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	
<b>Total Miscellaneous</b>	<b>178,707</b>	<b>166,652</b>	<b>183,400</b>	<b>(16,748)</b>	<b>199,560</b>	<b>32,908</b>	<b>20%</b>
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	-	
<b>Total Purchased Transportation</b>	<b>225,391</b>	<b>301,440</b>	<b>187,795</b>	<b>113,645</b>	<b>301,440</b>	<b>-</b>	<b>0%</b>
<b>Total Other Operating Expense</b>	<b>6,206,222</b>	<b>6,234,019</b>	<b>7,455,136</b>	<b>(1,221,117)</b>	<b>7,044,246</b>	<b>810,227</b>	<b>13%</b>
Contingency			<b>1,326,396</b>	<b>(1,326,396)</b>	<b>800,000</b>	<b>800,000</b>	
<b>TOTAL FIXED ROUTE EXPENSE</b>	<b>26,640,416</b>	<b>29,255,933</b>	<b>31,347,968</b>	<b>(2,092,035)</b>	<b>31,616,297</b>	<b>2,360,364</b>	<b>8%</b>

**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
<b>Paratransit</b>							
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)	
<b>Total Paratransit</b>	<b>5,117,036</b>	<b>5,413,514</b>	<b>5,393,197</b>	<b>20,317</b>	<b>5,636,374</b>	<b>222,859</b>	<b>4%</b>
<b>TOTAL CCCTA</b>	<b>31,757,452</b>	<b>34,669,447</b>	<b>36,741,165</b>	<b>(2,071,718)</b>	<b>37,252,671</b>	<b>2,583,224</b>	<b>7%</b>

# County Connection

## INTER OFFICE MEMO

To: Board of Directors

Date: May 11, 2016

From: Kristina Martinez

Reviewed by:

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**SUBJECT:** Background on State Legislative Activity at County Connection

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### **MP&L DISCUSSION:**

Staff brought the following report on state legislative activity to the MP&L committee for discussion and comment. The committee has forwarded the report to the Board of Directors.

### **ACTION REQUIRED:**

No action is requested. Staff looks forward to any questions or comments from the Board of Directors.

### **BACKGROUND:**

Following the American Public Transportation Association (APTA) Legislative Conference in March 2016, the County Connection Board of Directors requested an update on the Authority's focus on legislative issues, particularly at the state level. Therefore, staff has prepared a brief report on County Connection's attention to state legislation.

#### **Federal Legislation**

The APTA Legislative Conference is held on an annual basis. Legislative issues at the federal level follow a more organized process as bills are addressed within a specific timeframe. The conference is the ideal opportunity for County Connection staff and Board of Directors to address and discuss federal legislative matters at this level.

#### **State Legislation**

Contrary to federal legislation, County Connection is involved with state legislative matters on an as-needed basis, which often times is frequent. Since the beginning of 2016, staff has visited with the staff of our state legislators seven times.

The Authority has developed and continues to build strong working relationships with state legislators, particularly with the offices of Assembly Member Susan Bonilla, Assembly Member Catharine Baker, and California Senator Steve Glazer. Furthermore, the General Manager is currently a member of Assembly Member Baker's Transportation roundtable which meets on a quarterly basis within her district. The last meeting was held this past fall.

#### 2016

Since the beginning of the year, County Connection has supported a number of bills, including the pilot project on autonomous vehicles (AB 1592 – Bonilla), modifications to the Low Carbon Transit Operations Program (LCTOP) (SB 824 – Beall), and the most recent Bus on Shoulder (BOS) bill which would allow County Connection to operate BOS transit service along the I-680 corridor (AB 1746 – Stone). In previous years, staff has appeared in front of legislators and has testified on behalf of County Connection's support or opposition of bills. We can expect to see the same actions with regard to the above bills mentioned.

## Other Activity

Over the last twenty years, the General Manager has been an active participant within the California Transit Association (CTA) and is also serving his fourth term as Chair of the California Association for Coordinated Transportation (CalACT) Board. He is currently serving as Vice Chair on the Transit subcommittee of the California Air Resources Board (CARB) Advisory Committee. This committee is involved with the public process for drafting an updated rule on zero emission based requirements for public transit. The General Manager has also met with a number of CARB committee members on how these requirements will affect the public transit industry.

Similar to County Connection's Federal Legislative Program, the Authority has put forth a State Legislative Program in the past. However, it has been years since a program has been in place primarily due to a quicker and more fluid state legislative process. The number of bills each year is unanticipated and varies greatly from year to year with regard to how these may affect County Connection. Often in previous years, meetings have been held with our state legislators and County Connection Board of Directors. These meetings have been scheduled as determined by the Board of Directors and General Manager.

Although the state legislative process differs from the federal level, staff believes the attention to state legislation remains a priority. Staff continues to stay up to date on public transit issues at the state level and makes every effort to keep both the MP&L Committee as well as the Board of Directors well-informed on how these issues may affect County Connection. The interactions with legislators have proven to be successful, and staff looks forward to continuing to build working relationships that will help assist addressing legislative issues in the future.

To: Board of Directors

Date: May 11, 2016

From: Kristina Martinez

Reviewed by:

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**SUBJECT:** State Legislative Update

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### **MP&L Committee Discussion:**

Staff brought two bills to the MP&L committee for discussion. The committee has forwarded the following recommendations to the Board of Directors.

### **Action Required:**

The MP&L Committee requests that the Board of Directors support AB 2292 and oppose AB 2094.

### **Background:**

#### AB 2292 (Gordon)

Current law requires money which is collected by the State Air Resources Board to be available for use as part of the Greenhouse Gas Reduction Fund (collection excludes fines and penalties) through development of a three year investment plan. Alternatively, disadvantaged communities are to be identified within the plan by the California Environmental Protection Agency.

AB 2292 proposes to amend the process of identifying disadvantaged communities by using specific factors based upon best-available data. Current identification factors of disadvantaged communities may include the following:

- Environmental pollution or other hazards which may lead to negative public health
- Low income, high unemployment, or low levels of educational attainment

This bill would require the California Environmental Protection Agency, by July 1, 2017, to include the following when determining such factors as it relates to disadvantaged communities:

- High poverty rates
- High or severe rent burden
- High cost of living

The MP&L Committee requests that the Board of Directors support this bill as this legislation should make it easier for County Connection to utilize Low-Carbon Transit Operation Program (LCTOP) funds.

#### AB 2094 (Oberholte)

Existing law provides local transportation funds under the Transportation Development Act (TDA), generated through ¼ of 1% of general sales tax collected. Revenues collected from sales and use taxes are deposited into the Retail Sales Tax Fund. From there, these revenues are deposited into each county's transportation funds, dependent upon the amount of tax collection within that county. Similarly, revenues collected by the State Air Resources Board are deposited into the Greenhouse Gas Reduction Fund to be allocated for those projects geared to the reduction of greenhouse gas emissions.

As you know, TDA funds are the lifeline to County Connection as these currently make up 70% of our operating revenue. This contrasts with revenues from the Low-Carbon Transit Operations Program (LCTOP), which is expected to receive just over \$600,000 in the upcoming fiscal year. With stipulations such as identification of disadvantaged communities (DAC) and the guidance on the effects of air pollution through the State Air Resources Board (ARB), County Connection is limited to where we have the ability to use these funds.

AB 2094 proposes to reallocate TDA funds to backfill the severe losses in the State Transportation Improvement Program (STIP) and Local Streets and Roads Program at the state level. This would turn TDA funds into a highway and local streets and roads funding source and no longer a transit fund source.

Additionally, this legislation proposes to backfill transit losses with cap and trade funds through the LCTOP. The author claims this would keep transit whole and allow the state to address local streets and roads programs without raising taxes.

With this, there are at least two major problems that surface. There is no guarantee that there would be an increase in LCTOP funds. Secondly, LCTOP funds can only be spent in certain service areas which would decrease County Connection's funding in our service areas.

In the past, County Connection has opposed any legislation that has proposed to remove TDA funds. Because of the significance of TDA removal, it is not likely that this bill will get out of committee and staff recommends County Connection send a strong letter of opposition.

To: Board of Directors

Date: May 11, 2016

From: J. Scott Mitchell  
Director of Maintenance

Reviewed by:

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### SUBJECT: Purchase of 31 Heavy Duty Buses

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**SUMMARY OF ISSUES:** County Connection needs to replace thirty-one (31) transit buses. County Connection has Federal Grants identified to replace these vehicles. This project is in the County Connection Capital Replacement Plan and has been approved by MTC for funding.

**FINANCIAL IMPLICATIONS:** Project Budget:

Federal 5307:	\$11,091,618
Federal 5339:	863,162
Local Match:	<u>2,990,000</u>
Total funds available for this project:	\$14,944,780

These vehicles have already been competitively bid on County Connection Request for Proposal #2012-MA-02.

**RECOMMENDATION:** The O&S Committee recommend that the Board of Directors at its May 19, 2016 meeting, adopt a resolution authorizing the General Manager to release a purchase order and Letter to Proceed to Gillig to build thirty-one (31) low floor buses. Total cost of the vehicles, tax, and delivery not to exceed \$14,944,780.



**RESOLUTION NO. 2016-022**

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

\* \* \*

**AUTHORIZING THE GENERAL MANAGER TO ISSUE A PURCHASE ORDER  
AND A NOTICE TO PROCEED TO GILLIG CORPORATION  
FOR PURCHASE OF THIRTY ONE HEAVY DUTY BUSES**

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 ("County Connection"), 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, pursuant to Resolution No. 2014-003, County Connection awarded Contract 2012-MA-02, Purchase and Delivery of Heavy Duty Buses, for the procurement of a minimum of 7 and a maximum of 71 heavy duty buses in three configurations over a five-year contract term to Gillig Corporation (Gillig); and

WHEREAS, pursuant to Resolution No. 2014-004, County Connection awarded its initial purchase of seven heavy duty buses; and

WHEREAS, County Connection is now scheduled to replace thirty one heavy duty buses in FY 2016; and

WHEREAS, funding for the thirty one heavy duty buses has been secured in the amount of \$14,944,780 from a variety of federal and state funding sources.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority, that the General Manager, or his designee, is hereby authorized to issue a purchase order and notice to proceed pursuant to Contract 2012-MA-02 to Gillig Corporation for the purchase of thirty-one low floor heavy duty buses, in an amount not to exceed \$14,944,780.

Regularly passed and adopted this 19th day of May, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Rob Storer, Chair, Board of Directors

ATTEST

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

## INTER OFFICE MEMO

To: Board of Directors

Date: May 11, 2016

From: J. Scott Mitchell  
Director of Maintenance

Reviewed by:

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### **SUBJECT: WAVE Inductive Charging Installation**

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**SUMMARY OF ISSUES:** An Invitation for Bids to install the Wireless Advanced Vehicle Electrification (WAVE) bus charging system was put on the street April 1, 2016. There were no attendees at the April 15th pre-bid meeting, which may, or may not be an indicator of interest. Bids are due May 12, 2016.

After the O&S Committee meeting and in the interest of time, staff will take their recommendation for Award directly to the May Board meeting.

**RECOMMENDATION:** The O&S Committee recommend that the Board of Directors at its May 19, 2016 meeting, authorize staff to evaluate Bids received and make a recommendation for Award at the May 19, 2016 Board meeting.