

County Connection

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

ADMINISTRATION & FINANCE COMMITTEE MEETING AGENDA

Monday, April 10, 2017
9:00 a.m.

**Candace Andersen's Office,
3338 Mt. Diablo Blvd.
Lafayette, CA 94549**

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

1. Approval of Agenda
2. Public Communication
3. Approval of Minutes of March 1, 2017*
4. Consideration of a One Year extension with First Transit*
(Staff will recommend that the committee send a resolution to the Board authorizing the General Manager to enter into a one year extension with First Transit for the maintenance and operations of paratransit.)
5. Credit Card Policy Update*
(Staff will ask the committee to approve minor adjustments to the County Connection credit card policy.)
6. Income Statements for the Six Months Ended December 31, 2016*
7. Approval of the Draft Fiscal Year 2018 Draft Budget*
(Staff will recommend that the committee send a resolution to Board adopting a Draft FY2018 Budget, subject to change for the main purpose of filing a timely TDA claim with MTC.)
8. Potential areas of adjustment to address future negative balances in the forecast****
9. Review of Vendor Bills, March 2017**
10. Legal Services Statement, January 2017-General, January 2017-Labor**
11. Next Scheduled Meeting – May 1, 2017

*Enclosure

**Enclosure for Committee Members

***To be mailed under separate cover

****To be available at the meeting.

FY2016/2017 A&F Committee

Don Tatzin – Lafayette, Al Dessayer - Moraga, Sue Noack – Pleasant Hill, Candace Andersen – Contra Costa County

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

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

12. Adjournment

General Information

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

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

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

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

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

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

Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, March 16, 9:00 a.m., County Connection Board Room
Administration & Finance:	Monday, May 1, 9:00 a.m., Supervisor Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA 9454
Advisory Committee:	TBA. County Connection Board Room
Marketing, Planning & Legislative:	Thursday, May 4, 10:00 a.m., 1676 N. California Blvd., S620, Walnut Creek
Operations & Scheduling:	Friday, May 5, 9:00 a.m. Supervisor Andersen's Office 309 Diablo Road, Danville, CA

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

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

Administration and Finance Committee
Summary Minutes
March 1, 2017

The meeting was called to order at 9:00 a.m. at Supervisor Andersen's Office in Lafayette at 3338 Mt. Diablo Boulevard. Those in attendance were:

Committee Members: Director Al Dessayer
 Director Don Tatzin
 Director Sue Noack
 Director Candace Anderson

Staff: General Manager Rick Ramacier
 Director of Finance Erick Cheung
 Director of Planning Anne Muzzini

Public: Ralph Hoffman

1. Approval of Agenda- Approved with modification, Item 4 – Preliminary Fare Increase Review moved after Item 7 – Fiscal Year 2018 Draft Budget and Ten Year Forecast.
2. Public Communication- Mr. Hoffman spoke that seniors at the last Senior Mobility Action Council (SMAC) meeting continue to be in favor of Measure X, even though the measure did not pass last November. He did not want to see any loss of service or fare increases, as many seniors live on a fixed income and rely on public transit for health and mobility. Mr. Hoffman invited County Connection staff to attend SMAC meetings in the future.
3. Approval of Minutes of February 6, 2017- Approved.
4. Federal Transit Administration (FTA) Formula Program – Director of Planning Muzzini reported that Metropolitan Transportation Commission (MTC) is responsible for the allocation of the FTA Formula Program. MTC uses the Transit Capital Priorities (TCP) process to help ensure that federal transit dollars are available for essential capital projects. County Connection uses this process to schedule vehicle replacement, as we did, most recently with the fixed route vehicles. The current call for project covers FY 2016-17 through FY 2019-20 in which County Connection has submitted a request for FTA funds to replace forty-two (42) 22' paratransit vans and three (3) paratransit vans that will reach the end of their useful life. The total amount of FTA funds being requested is \$4,025,380 with a local match of \$883,620, for a total project cost of \$4,909,000. The committee approved Resolution No. 2017-013 and will forward to the Board.
5. CCCTA Investment Policy-Quarterly Reporting Requirement - Director of Finance Cheung reported that the investments as of December 31, 2016 comply with the CCCTA investment policy. Information only.
6. Fiscal Year (FY) 2018 Draft Budget and Ten Year Forecast – The FY2018 Budget proposes \$38 million in operational expenses for fixed route and paratransit with proposed revenues to offset these costs. County Connection's main revenue source is TDA 4.0 funds from MTC; the proposed budget uses \$20.6 million which is \$3.3 million more than MTC estimates we will receive next fiscal year. Director Dessayer noted that County Connection's TDA reserves will have a balance of \$6.8 million by the end of the fiscal year, and by FY 2020, the reserve balance would drop to \$0.2 million which is not sustainable. He noted that the FY 2017 Budget and Ten Year Forecast had reserves of \$0.9 million until FY 2025 and asked Director of Finance Cheung what is causing the decrease in reserves. Mr. Cheung stated the main reasons are decreases in fare revenue, grant funding, and sales tax growth compared to a year ago. At the same time, County Connection is estimating higher insurance premiums due to the insurance pool experiencing higher dollar claim losses, and no longer providing employment practices liability insurance. Finally, the CalPERS Board reduced the discount rate last December from 7.5% to 7.0% over an eight year phase in period, which means higher

pension costs in the future years. Mr. Cheung stated that the sales tax estimate from MTC and the pension cost estimate information was received in mid-February. This was the first possible meeting to report this information to the committee. Directors Noack and Anderson mentioned that online sales tax and lower costs of gas could be affecting the sales tax growth. Director Anderson requested some additional information on online sales and how the tax is collected and distributed. General Manager Ramacier stated that staff will be working on options to increase revenue and reduce costs over the next several months. Mr. Cheung stated that the draft for April may not have any changes, but the Committee and the Board will be requested to approve the draft budget to file a timely TDA claim with MTC. The committee requested a summary be provided to the Board, so they are aware of the financial issues in the FY 2018 Draft Budget and Ten Year Forecast.

7. Preliminary Fare Increase Review - Director of Planning Muzzini reported that County Connection has not increased fares since 2009, but has scheduled fare increases in long range budget planning. Ms. Muzzini provided various fare increase strategies and the potential revenue that would be generated from each. Option 1 - eliminate our paper passes and shifting riders to use the Clipper card or cash, which could generate \$189 thousand. Option 2 - raise the base fare from \$2.00 to \$2.25, which would generate \$206 thousand assuming no ridership decrease. Also, she noted that very few operators have a fare higher than \$2.00 in California. Option 3 - elimination of the senior midday free fare. Again, assuming no ridership loss, this would generate an additional \$242 thousand. Information only.
8. Review of Vendor Bills, February 2017- Reviewed.
9. Legal Services Statement, December 2016, General & Labor- Approved.
10. Adjournment- The meeting was adjourned. The next meetings will be tentatively scheduled for Monday, April 10th, and Monday, May 1st at 9:00 a.m. at 3338 Mt. Diablo Blvd, Lafayette, CA 94549.

Erick Cheung, Director of Finance

To: Administrative & Finance Committee

Date: 3/31/2017

From: Bill Churchill, Director of Transportation

SUBJECT: One Year Extension of the Paratransit Service Contract with First Transit

Summary

The current contract with First Transit to provide ADA Paratransit services and maintenance will expire June 30th 2017. Fortunately, the contract allows for two one year extensions. If exercised, this would be the first of two potential extensions allowed under the existing contract.

First Transit has performed reasonably well in providing quality cost effective Paratransit and shuttle services for our customers. Additionally, First Transit hired a high quality experienced General Manager to improve service quality and implementation. For this reason, staff recommends the committee forward this item to the Board of Directors authorizing the General Manager to sign a one year contract extension with First Transit for the operation and maintenance of the County Connection LINK service. This would be the first extension of the existing five year contract and will be to form per County Connection Legal Counsel.

New Contract Rate Request

First Transit has performed reasonably well over the life of the current contract providing ADA paratransit and shuttle services to County Connection customers. They have consistently maintained an excellent safety record while providing a high level of customer service.

Following a number of meetings with County Connection staff, First Transit has formally requested a rate increase of 3% to the hourly and fixed contract rates. First Transit requests this increase to keep up with their costs of meeting our contract. This includes projected cost increases to fuel, insurance, parts and supplies. It is also important to be aware the labor contract between First Transit and the ATU Local 1605 was recently settled with a 3% wage increase. Since First Transit's expenses are clearly increasing and their request is in keeping with a Bay Area CPI of 3.4% from February 2016 to February 2017 their request is reasonable.

Financial Impact

If the rate increase is approved the new hourly rate would be \$45.14 per service hour compared to \$43.83 per service hour today and the new fixed rate will be \$97,121.79 as compared to \$94,292 today. Since the draft FY18 County Connection budget was increased 3% for purchased transportation (LINK contract), the requested rate increase is within budgetary expectations.

Staff Recommendation

Staff recommends that County Connection extend the current contract with First Transit for the provision of LINK service with a 3% increase to the fixed and hourly rates. Staff further recommends that all of the terms and conditions remain the same.

The staff justification for this recommendation is that we find the proposed extension to be economically reasonable and prudent, and that we find the performance of First Transit over the past four years to be reasonable.

Options

1. Send staff recommendation to the Board of Directors in the form of a Resolution.
2. Decline staff recommendation and go out to bid.
3. Take other action as determined.

Action Requested

Staff respectfully requests that you act on option one listed above.

To: Administration and Finance Committee

Date: April 10, 2017

From: Erick Cheung, Director of Finance

Reviewed by:

SUBJECT: CREDIT CARD POLICY UPDATE

Summary of Issues:

County Connection has established credit cards for business-related office expenses, information technology software and hardware, travel, conferences and training. The policy for credit cards has not been updated since May 15, 2003, which was to establish authority to make information technology purchases online as some vendors only allow for purchases with credit cards. County Connection wants to update the policy and procedures for appropriate use and submittal for payment.

Currently, the Assistant to the General Manager and the Senior Manager of Technical Services are the only employees with a credit card. The Assistant to the General Manager uses the card mainly for office expenses, travel and conferences for staff and/or the Board with the approval of the General Manager or Director of Finance. The Senior Manager of Technical Services uses the card for office expenses related to information technology software and hardware with the approval of the Director of Maintenance.

The State of California instituted the Cal-Card program for VISA card services for state and local agencies. County Connection is currently participating in this program due to the safeguards that are included:

- ❑ A maximum single transaction limit, a 30-day maximum expenditure limit or a \$15,000 maximum limit can be set.
- ❑ Purchases can be limited to certain types of merchandise or services by use of a Merchant Category Code.
- ❑ Each CAL-Card has liability insurance up to \$15,000 for fraudulent use, provided the Agency cancels the card and terminates the employee in a timely manner.
- ❑ The CAL-Card cannot be used for cash advances.
- ❑ Credit card statements are sent to the credit card holder with a consolidated statement sent monthly to the Finance Manager.

As an additional safeguard, staff includes the monthly statements in the A&F Committee package for review.

The updated policy clarifies what the credit card can be used for and the appropriate approvals that are required. This policy will be provided to the Assistant to the General Manager and the Senior Manager of Technical Services for their review and signature having read the policy.

Recommendation:

The A&F Committee recommends that the Board approve the updated credit card policy.

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

CREDIT CARD POLICY AND PROCEDURES

Created: 20 April 2017

Revised:

POLICY:

The Central Contra Costa Transit Authority (CCCTA) has established Credit Cards for business-related office expenses, information technology software and hardware, travel, conferences and training.

GENERAL INFORMATION

1. The Assistant to the General Manager and the Senior Manager of Technical Services may be issued a credit card in his/her name for allowable CCCTA business-related expenses such as supplies, information technology software and hardware, travel, conferences and training. This credit card is **ONLY** to be used for **OFFICIAL CCCTA BUSINESS** and **MAY NOT BE USED FOR PERSONAL PURCHASES**. Inappropriate use of the credit card will subject the employee to disciplinary action, up to and including termination. The following are examples of inappropriate use:

- a. Personal services
- b. Entertainment
- c. Alcoholic beverages
- d. Medical drugs and narcotic drugs
- e. Cash advances (Cal-Card program does not allow for cash advances)

2. An employee will maintain physical control of the credit card in a secure location and advise management and the card issuing bank immediately if lost or stolen.

3. The credit card must be surrendered upon separation of employment.

4. The employee is responsible for timely submittal of the credit card statement for payment to avoid any accrued interest charges or late fees.

5. Along with the credit card statement the employee will provide a receipt and/or any substantiating documentation for each transaction charged on the credit card.

6. The credit card may only be used by the cardholder for business-related expenses. If the employee is not present (i.e. vacation, position vacant), the General Manager, Director of Finance or Director of Maintenance may authorize another employee on a case-by-case basis.

7. If the employee is not clear if a purchase is appropriate, he/she will request approval from the General Manager, Director of Finance, or Director of Maintenance before purchasing the item.

PROCEDURES:

1. Employee will obtain an itemized receipt and/or supporting documentation for each use of the credit card and will note on it the purpose or business need along with names associated with the transaction, if any.
2. Upon receipt of the credit card monthly statement, employee will note the use of each credit card charge, provide supporting receipts/documentation including account code to expense, and submit to either the General Manager (Finance Director if General Manager is not available) or Director of Maintenance for approval.
3. Following approval by the General Manager or Director of Maintenance, the employee will immediately forward the signed monthly statement and supporting documentation to Finance for processing.
4. After Finance has processed payment, the monthly statements will be submitted to the Administrative and Finance Committee for review and approval.

County Connection

INTER OFFICE MEMO

To: Administration & Finance Committee
From: Erick Cheung, Director of Finance

Date: April 10, 2017

SUBJECT: Income Statements for the Six Months Ended December 31, 2016

The attached unaudited County Connection Income Statements for the first six months of FY 2017 are presented for your review. The combined expenses of \$16,840,269 for Fixed Route and Paratransit, (Schedule 1), are **8.9% under the budget or -\$1,650,498**. The expense categories with the most significant variances are:

Wages	\$(289,284)	(4.1)%	Operators' wages are lower by -\$108K and Other wages are lower by -\$181K due to vacancies.
Fringe Benefits	\$(102,743)	(2.1)%	Fringe Benefits for pension are -\$96K under due to vacancies.
Services	\$(147,344)	(13.6)%	Services are under mainly due to lower service repairs of -\$100K and IT contracts of -\$51K, but Clever Device annual maintenance fee was over \$14K.
Materials & Supplies	\$(349,661)	(25.5)%	Materials and supplies are lower due to lower diesel fuel costs of -\$165K and fewer repair parts expenses of -\$129K.
Special Trip Services	\$(182,342)	(6.4)%	Lower ridership results in fewer trips.
Contingency	\$(400,000)	(100.0)%	Not needed based on expenses being under budget.

Fixed route and Paratransit revenues and expenses are presented on **Schedules 2 and 3**. Actual expenses are compared to the year-to-date approved budget. Fixed route expenses are -9.5% under budget and Paratransit expenses are -5.5% under budget.

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

Passenger fares/special fares	\$(172,697)	(6.8)%	Fixed route passenger fares/special fares are -\$147K lower than budget and Paratransit fares are -\$26K lower than budget. Compared to the same period in the prior year, Fixed route and Paratransit are lower by -\$20K or -4.7% and -\$15K or -3.9%, respectively.
TDA revenue earned	\$(1,325,396)	(13.6)%	TDA revenue is lower due to lower than expected expenses.
Other operating assistance	\$(213,810)	(18.7)%	LCTOP funds received award of \$615K with \$308K for Martinez Shuttle and \$307K for Electric Trolley Capital. Budget originally assumed \$573K for operations.

Fixed Route Operator Wages (Schedule 4)

Schedule 4 compares various components of operator wages with the budget.

- Platform (work time) is -2.4% under budget.
- Overtime is 1.1% over budget.
- Training is 22.9% over budget.
- Overall wages for operators are -2.7% under budget.

Statistics (Schedule 6)

Schedule 6 provides selected statistical information for the current year compared to the last two years:

Fixed route:

- Passenger fares/special fares are -2.3% less than FY 2016 and -9.2% less than FY 2015.
- The farebox recovery ratio is similar to FY 2016 but lower than FY 2015. The ratio is 14.9% in FY 2017; 15.0% in FY 2016 and 16.1% in FY 2015.
- Operating expenses are -0.7% less than in FY 2016 and 0.6% more than in FY 2015.
- Fixed route revenue hours are -0.3% less than FY 2016 and 1.7% more than FY 2015.
- The cost per revenue hour has decreased -0.4% compared to FY 2016 and -1.1% compared to FY 2015.
- Passengers have decreased -4.7% compared to FY 2016 and -2.2% compared to FY 2015.
- The cost per passenger has increased 4.2% compared to FY 2016 and 2.9% compared to FY 2015.
- Passengers per revenue hour has decreased -4.4% compared to FY 2016 and -3.9% compared to FY 2015.

Paratransit:

- Passenger fares have decreased -5.6% compared to FY 2016 and -2.9% compared to FY 2015.
- The farebox ratio is less than FY 2016 and FY 2015. The ratio is 9.8% in FY 2017; 10.1% in FY 2016; and 10.5% in FY 2015.
- Expenses have decreased -2.0% compared to FY 2016 and increased 4.9% compared to FY 2015.
- Revenue hours are -7.0% less than FY 2016 and -4.2% in FY 2015.
- Passengers have decreased -3.9% compared to FY 2016 and -5.6% compared to FY 2015.
- The cost per passenger has increased 2.0% since FY 2016 and 11.1% compared to FY 2015.
- Paratransit passengers per revenue hour have increased 3.3% compared to FY 2016 and decreased -1.5% compared to FY 2015.

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2017 Year to Date Comparison of Actual vs Budget
Combined Fixed Route and Paratransit Income Statement
For the Six Months Ended December 31, 2016

	Actual	Budget	Variance	% Variance
Revenues				
Passenger fares	\$ 1,693,801	\$ 1,831,651	\$ (137,850)	-7.5%
Special fares	679,903	714,750	(34,847)	-4.9%
	<u>2,373,704</u>	<u>2,546,401</u>	<u>(172,697)</u>	<u>-6.8%</u>
Advertising	315,920	304,561	11,359	3.7%
Safe Harbor lease	4,684	2,040	2,644	129.6%
Other revenue	73,265	50,310	22,955	45.6%
Federal operating	689,451	675,000	14,451	2.1%
TDA earned revenue	8,394,736	9,720,132	(1,325,396)	-13.6%
STA revenue	1,052,444	1,059,513	(7,069)	-0.7%
Measure J	3,006,782	2,989,718	17,064	0.6%
Other operating assistance	929,283	1,143,093	(213,810)	-18.7%
	<u>14,466,565</u>	<u>15,944,366</u>	<u>(1,477,801)</u>	<u>-9.3%</u>
Total Revenue	\$ 16,840,269	\$ 18,490,767	\$ (1,650,498)	-8.9%
Expenses				
Wages- Operators	\$ 3,939,051	\$ 4,047,250	\$ (108,199)	-2.7%
Wages-Other	2,859,422	3,040,507	(181,085)	-6.0%
	<u>6,798,473</u>	<u>7,087,757</u>	<u>(289,284)</u>	<u>-4.1%</u>
Fringe Benefits	4,728,340	4,831,083	(102,743)	-2.1%
Services	937,332	1,084,676	(147,344)	-13.6%
Materials & Supplies	1,023,818	1,373,479	(349,661)	-25.5%
Utilities	147,294	223,200	(75,906)	-34.0%
Insurance	347,450	355,673	(8,223)	-2.3%
Taxes	77,316	142,950	(65,634)	-45.9%
Leases and Rentals	25,468	23,000	2,468	10.7%
Miscellaneous	68,400	100,230	(31,830)	-31.8%
Special Trip Services	2,686,378	2,868,720	(182,342)	-6.4%
	<u>16,840,269</u>	<u>18,090,767</u>	<u>(1,250,498)</u>	<u>-6.9%</u>
Operations	16,840,269	18,090,767	(1,250,498)	-6.9%
Contingency Reserve	-	400,000	(400,000)	-100.0%
Total Expenses	\$ 16,840,269	\$ 18,490,767	\$ (1,650,498)	-8.9%
Net Income (Loss)	\$ -	\$ -	\$ -	
Revenue Hours	147,739	150,732	(2,993)	-2.0%
Cost per Rev Hr	\$ 113.81	\$ 122.52	\$ (8.71)	-7.1%
Passengers	1,820,013	1,908,217	(88,204)	-4.6%
Cost per Passenger	\$ 9.25	\$ 9.69	\$ (0.44)	-4.5%
Farebox ratio	14.1%	13.8%	0.3%	2.4%
<i>(fares,spec fares/Oper exp-w/o contingency-leases)</i>				

Schedule 1-Combined Fixed Route & Paratransit

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2017 Year to Date Comparison of Actual vs Budget
Fixed Route Income Statement
For the Six Months Ended December 31, 2016

	Actual	Budget	Variance	% Variance
Revenues				
Passenger fares	\$ 1,433,789	\$ 1,546,051	\$ (112,262)	-7.3%
Special fares	679,903	714,750	(34,847)	-4.9%
	2,113,692	2,260,801	(147,109)	-6.5%
Advertising	315,920	304,561	11,359	3.7%
Safe Harbor lease	4,684	2,040	2,644	129.6%
Other revenue	73,265	50,260	23,005	45.8%
TDA earned revenue	7,824,545	9,016,858	(1,192,313)	-13.2%
STA revenue	728,440	728,440	-	0.0%
Measure J	2,253,591	2,236,527	17,064	0.8%
Other operating assistance	862,523	1,073,093	(210,570)	-19.6%
	12,062,968	13,411,778	(1,348,810)	-10.1%
Total Revenue	\$ 14,176,660	\$ 15,672,579	\$ (1,495,919)	-9.5%
Expenses				
Wages- Operators	\$ 3,939,051	\$ 4,047,250	\$ (108,199)	-2.7%
Wages-Other	\$ 2,818,281	2,991,262	(172,981)	-5.8%
	6,757,332	7,038,512	(281,180)	-4.0%
Fringe Benefits	\$ 4,704,421	4,803,240	(98,819)	-2.1%
Services	\$ 917,317	1,076,626	(159,309)	-14.8%
Materials & Supplies	\$ 1,021,872	1,371,779	(349,907)	-25.5%
Utilities	\$ 135,290	210,500	(75,210)	-35.7%
Insurance	\$ 347,450	355,673	(8,223)	-2.3%
Taxes	\$ 77,316	142,750	(65,434)	-45.8%
Leases and Rentals	\$ 25,468	23,000	2,468	10.7%
Miscellaneous	\$ 68,400	99,780	(31,380)	-31.4%
Purchased Transportation	\$ 121,794	150,720	(28,926)	-19.2%
Operations	14,176,660	15,272,579	(1,095,919)	-7.2%
Contingency Reserve	-	400,000	(400,000)	
Total Expenses	\$ 14,176,660	\$ 15,672,579	\$ (1,495,919)	-9.5%
Net Income (Loss)	\$ -	\$ -	\$ -	
Revenue Hours	112,187	112,518	(331)	-0.3%
Cost per Rev Hr	\$ 126.14	\$ 139.09	(12.95)	-9.3%
Passengers	1,751,146	1,836,579	(85,433)	-4.7%
Cost per Passenger	\$ 8.10	\$ 8.53	(0.44)	-5.1%
Passengers per Rev Hr	15.61	16.32	(0.71)	-4.4%
Farebox recovery ratio	14.9%	14.8%	0.1%	0.7%
<i>(fares,spec fares/Oper exp-w/o contingency-leases)</i>				

Schedule 2-Fixed Route

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
Paratransit Income Statement
FY 2017 Year to Date Comparison of Actual vs Budget
For the Six Months Ended December 31, 2016

	Actual	Budget	Variance	% Variance
Revenues				
Passenger fares	\$ 260,012	\$ 285,600	\$ (25,588)	-9.0%
	260,012	285,600	(25,588)	-9.0%
Other revenue		50	(50)	-100.0%
Federal operating	\$ 689,451	675,000	14,451	2.1%
TDA earned revenue	\$ 570,191	703,274	(133,083)	-18.9%
STA revenue	\$ 324,004	331,073	(7,069)	-2.1%
Measure J	\$ 753,191	753,191	-	0.0%
Other operating assistance	\$ 66,760	70,000	(3,240)	-4.6%
	2,403,597	2,532,588	(128,991)	-5.1%
Total Revenue	\$ 2,663,609	\$ 2,818,188	\$ (154,579)	-5.5%
Expenses				
Wages-Other	\$ 41,141	\$ 49,245	\$ (8,104)	-16.5%
	41,141	49,245	(8,104)	-16.5%
Fringe Benefits	\$ 23,919	27,843	(3,924)	-14.1%
Services	\$ 20,015	8,050	11,965	148.6%
Materials & Supplies	\$ 1,946	1,700	246	14.5%
Utilities	\$ 12,004	12,700	(696)	-5.5%
Taxes	\$ -	200	(200)	-100.0%
Miscellaneous	\$ -	450	(450)	-100.0%
Special Trip Services	\$ 2,564,584	2,718,000	(153,416)	-5.6%
Total Expenses	\$ 2,663,609	\$ 2,818,188	\$ (154,579)	-5.5%
Net Income (Loss)	\$ -	\$ -	\$ -	
Revenue Hours	35,552	38,214	(2,662)	-7.0%
Cost per Rev Hr	\$ 74.92	\$ 73.75	\$ 1.17	1.6%
Passengers	68,867	71,638	(2,771)	-3.9%
Cost per Passenger	\$ 38.68	\$ 39.34	\$ (0.66)	-1.7%
Passengers per Rev Hr	1.94	1.87	0.06	3.3%
Farebox ratio	9.8%	10.1%	-0.4%	-3.7%
<i>(fares,spec fares/Oper exp-leases)</i>				

Schedule 3- Paratransit

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
Operator Wages

For the Six Months Ended December 31, 2016

	Year to Date		Variance	% Variance
	Actual	Budget		
Platform/report/turn in	3,148,574 \$	3,226,186 \$	(77,612)	-2.4%
Guarantees	144,860 \$	174,617	(29,757)	-17.0%
Overtime	154,612 \$	152,916	1,696	1.1%
Spread	83,523 \$	86,058	(2,535)	-2.9%
Protection	154,997 \$	159,242	(4,245)	-2.7%
Travel	114,304 \$	111,925	2,379	2.1%
Training	122,341 \$	99,575	22,766	22.9%
Other Misc	15,840 \$	36,730	(20,891)	-56.9%
	\$ 3,939,051	\$ 4,047,250	(108,199)	-2.7%

Schedule 4- Operator Wages

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
Other Revenue; Other Operating Assistance; Miscellaneous Expenses
For the Six Months Ended December 31, 2016

Other Revenue	
Investment income (interest)	\$ 16,362
ADA Database Management revenue	37,500
Paypal Shipping revenue	627
RTC card revenue	1,041
Accounts payable discount	1
Various	17,734
	\$ 73,265
Other Operating Assistance	
RM2	\$ 72,670
BART feeder revenue	388,880
LCTOP	150,973
Lifeline grant	250,000
	\$ 862,523
Miscellaneous Expenses	
Board Travel Expense	\$ 1,719
Staff Travel Expense	9,909
CTA Conference	14,236
APTA Dues	17,514
Employee functions	15,784
Business Expense, GM	1,822
Employee Awards/Pins	2,139
Paypal fees	1,673
Training	1,738
Various other	1,866
	\$ 68,400

Schedule 5- Other Revenues/Other Expenses

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2017 Year to Date Comparison of FY 2016 Actual & FY 2015 Actual
Statistics
For the Six Months Ended December 31, 2016

	Actual FY2017	Actual FY2016	Variance Actual 2017 to Actual 2016	Actual FY2015	Variance Actual 2017 to Actual 2015
Fixed Route					
Fares	\$ 1,433,789	\$ 1,467,000	-2.3%	\$ 1,579,175	-9.2%
Special Fares	679,903	666,735	2.0%	692,260	-1.8%
Total Fares	\$ 2,113,692	\$ 2,133,735	-0.9%	\$ 2,271,435	-6.9%
Fares box recovery ratio	14.9%	15.0%	-0.3%	16.1%	-7.5%
Operating Exp (Less leases)	\$ 14,151,192	\$ 14,245,189	-0.7%	\$ 14,071,374	0.6%
Revenue Hours	112,187	112,518	-0.3%	110,323	1.7%
Cost per Rev Hour	\$ 126.14	\$ 126.60	-0.4%	\$ 127.55	-1.1%
Passengers	1,751,146	1,836,579	-4.7%	1,791,157	-2.2%
Cost per Passenger	\$ 8.08	\$ 7.76	4.2%	\$ 7.86	2.9%
Passengers per Rev Hr	15.61	16.32	-4.4%	16.24	-3.9%

Paratransit

Fares	\$ 260,012	\$ 275,421	-5.6%	\$ 267,644	-2.9%
Fares box recovery ratio	9.8%	10.1%	-3.7%	10.5%	-7.4%
Operating Exp (Less leases)	\$ 2,663,609	\$ 2,717,019	-2.0%	\$ 2,539,696	4.9%
Revenue Hours	35,552	38,214	-7.0%	37,096	-4.2%
Cost per Rev Hour	\$ 74.92	\$ 71.10	5.4%	\$ 68.46	9.4%
Passengers	68,867	71,638	-3.9%	72,963	-5.6%
Cost per Passenger	\$ 38.68	\$ 37.93	2.0%	\$ 34.81	11.1%
Passengers per Rev Hr	1.94	1.87	3.3%	1.97	-1.5%

To: Administration and Finance Committee

Date: April 10, 2017

From: Erick Cheung, Director of Finance

Reviewed by:

SUBJECT: Revised Fiscal Year 2018 Draft Budget and Financial Forecast

SUMMARY OF ISSUES:

County Connection's Fiscal Year (FY) 2018 Draft Budget and Financial Forecast has been revised based on current information and the Administration and Finance Committee's (Committee) comments from the March meeting. The FY2018 Budget proposes \$39.1 million in expenses with proposed revenues to offset these costs. County Connection's main revenue source is TDA 4.0 funds from MTC. The proposed budget uses \$20.5 million of TDA 4.0 funds, which is \$3.2 million more than MTC estimates we will receive next fiscal year. There is a net change of \$0.1 million from the March draft due to a modest improvement in revenue. The revised revenue improves the reserves slightly in FY 2020 from \$0.2 million to \$0.5 million.

Staff is in the process of working on options to increase revenues and reduce expenses to be sustainable in the short and long term. These options will be brought back in the months to come and the work will probably continue even after this budget is adopted. The purpose of this draft budget is for the Committee to provide any additional comments and recommend forwarding the FY 2018 Draft Budget and Financial Forecast to the Board. The Board of Directors will be requested to approve the FY 2018 Draft Budget, so that a timely Transportation Development Act (TDA) claim can be filed with the Metropolitan Transportation Commission (MTC).

The following are the changes from the FY 2018 Draft Budget that was presented in March:

- a. Special Service revenue increased – Staff is in the process of completing amendments with the City of Walnut Creek for additional revenues on Route 4 and Route 5. This will provide additional annual revenue of \$156 thousand in FY 2018.
- b. Measure J revenue decreased – Staff received preliminary budget information from Contra Costa Transportation Authority (CCTA) that they are proposing a 2% increase in sales tax revenues for FY 2018. The original budget assumed 3% which is a decrease of \$64 thousand. CCTA staff is currently working on their long term sales tax projections.
- c. TDA Revenue reduced – The net increase in revenues of \$92 thousand noted above, reduces the TDA funds needed. The TDA funds are then included and carried over in the reserves.

Overview of FY 2018 Proposed Budget

Expenses

The FY 2018 Proposed Operating Budget is \$38.2 million which is \$2.5 million or 6.5% more than the FY 2017 estimated amount (increase of \$1.1 million or 2.8% of FY 2017 Budget). The budget includes an operating contingency of \$500,000. The following highlights the proposed expenses and comparing them to the FY 2017 estimated and budget amount:

Category for Fixed Route and Paratransit	Description	(\$ In Thousands)						
		Proposed FY 2018 Budget Amount	Estimated FY 2017 Amount	Amount Over (Under) Estimate	% Over (Under) Estimate	Budget FY 2017 Amount	Amount Over (Under) Budget	% Over (Under) Budget
Wages/Fringe Benefits Paid Time Off	Includes increases of 3% based on labor negotiations. Budget amount is higher than estimated due to vacant Senior Planning position and Maintenance positions.	\$ 16,958	\$ 16,237	\$ 721	4.3%	\$ 16,383	\$ 575	3.4%
Fringe Benefits Other	Assumes fully staffed. 3% rate increase in Life & Dental. Cafeteria increase of 6% due to higher medical premiums.	\$ 8,050	\$ 7,749	\$ 301	3.7%	\$ 7,543	\$ 507	6.3%
Services	Services includes legal fees, service repair, IT agreements and promotions.	\$ 2,101	\$ 2,080	\$ 21	1.0%	\$ 2,169	\$ (68)	-3.2%
Materials and supplies	Diesel fuel prices are rising since FY 2016 but still below the average of \$2.1M in FY2012 to FY 2014. Budgeted to increase \$340K over FY 2017 estimate.	\$ 2,769	\$ 2,417	\$ 352	12.7%	\$ 2,769	\$ -	0.0%
Utilities	Budget for PG&E costs for Walnut Creek Trolley is \$70K and only estimated to spend \$30K since it is still new since it started in November of 2016.	\$ 417	\$ 365	\$ 52	12.5%	\$ 446	\$ (29)	-7.0%
Casualty and liability	Estimated increases in insurance premiums due to CalTIP claims loss and no longer providing employment practices liability insurance.	\$ 1,012	\$ 703	\$ 309	30.5%	\$ 711	\$ 301	29.7%
Other	Taxes, Leases & Rental & Miscellaneous expense categories	\$ 492	\$ 434	\$ 58	11.8%	\$ 535	\$ (43)	-8.7%
Purchased transportation	Estimated increase in paratransit services costs, contract extension will need be negotiated for FY2018.	\$ 5,866	\$ 5,703	\$ 163	2.8%	\$ 5,737	\$ 129	2.2%
Contingency	Estimated contingency	\$ 500	\$ -	\$ 500	100.0%	\$ 800	\$ (300)	-60.0%
	Total	\$ 38,165	\$ 35,688	\$ 2,477	6.5%	\$ 37,093	\$ 1,072	2.8%

Revenues

The Proposed Operating Revenues for FY2018 are equal with expenses, since the majority of County Connection's revenue is on a reimbursement basis. The following is a summary of revenue:

		(\$ In Thousands)						
Category for Fixed Route and Paratransit	Description	Proposed FY 2018 Budget Amount	Estimated FY 2017 Amount	Amount Over (Under) Estimate	% Over (Under) Estimate	Budget FY 2017 Amount	Amount Over (Under) Budget	% Over (Under) Budget
Fare/Special Fare Revenue	Increase in FY18 due to updated agreement with Walnut Creek on Rte. 4 & 5.	\$ 4,905	\$ 4,844	\$ 61	1.2%	\$ 5,152	\$ (247)	-5.0%
Federal Grants	Federal Grants are mainly for Paratransit Services.	\$ 1,375	\$ 1,362	\$ 13	0.9%	\$ 1,350	\$ 25	1.8%
State Grants	Increase due to MTC estimating STA funds will be higher as diesel prices have climbed. Low Carbon Transit Operations Program funds are half of preliminary estimates from MTC.	\$ 2,885	\$ 2,703	\$ 182	6.3%	\$ 2,949	\$ (64)	-2.2%
TDA	Funds of last resort and was revised in FY 17 to grow only 1%. County auditor's office estimates growth of 3% in FY 18.	\$ 20,702	\$ 18,574	\$ 2,128	10.3%	\$ 19,375	\$ 1,327	6.4%
Measure J	Increase for FY18 is expected to increase only 1.9%. Also, cleanup payments from CCTA for previous year not expected to exceed estimates.	\$ 6,070	\$ 6,013	\$ 57	0.9%	\$ 5,979	\$ 91	1.5%
Bart Express	Funds bus service to BART stations.	\$ 807	\$ 778	\$ 29	3.6%	\$ 778	\$ 29	3.6%
Regional Measure 2	Funds express service between Walnut Creek BART and Bishop Ranch Business Park	\$ 145	\$ 145	\$ -	0.0%	\$ 145	\$ -	0.0%
Lifeline	Funded by STA and Federal saucos.	\$ 500	\$ 500	\$ -	0.0%	\$ 500	\$ -	0.0%
Advertising & Other Revenue	Includes Advertising revenue, interest income, and miscellaneous income.	\$ 776	\$ 769	\$ 7	0.9%	\$ 865	\$ (89)	-11.5%
Total		\$ 38,165	\$ 35,688	\$ 2,477	6.5%	\$ 37,093	\$ 1,072	2.8%

Internet Sales Background

MTC stated that one of the reasons for declining sales tax revenue is due to consumers purchasing goods online. Internet sales continue to hurt the traditional brick and mortar retailers with recent news that JC Penney, Sears, and GameStop will be closing stores throughout the country.

In general, internet retailers located in California are required to pay sales and use tax and report local tax revenues like other retailers because they have a physical presence (nexus). Also, California came to an agreement with Amazon in 2012 to collect sales tax (SB 155) with vendors that have a nexus or directly affiliated with Amazon. The sales tax from Amazon is sent to the State Board of Equalization and distributed to countywide pools. The countywide pools allocate the funds among to the local agencies in proportion to other taxable sales. Example shown below:

Assuming there are only two cities in a county and each has only one brick and mortar store. Based on sales tax receipts from each store, City A receives 60% and City B receives 40% from brick and mortar store. Any online sales tax revenue is allocated in the same proportion, even if the cities have a much different online sales proportion.

Even with this agreement, that leaves many online retailers still not subject to the tax including third party sellers that are allowed to sell on Amazon but are not directly affiliated with them. This also excludes any companies without nexus in California. The responsibility for these sales belongs to the purchaser, who should be recording and submitting payments as part of their annual tax returns.

Capital Program

The FY 2018 Proposed Budget includes \$931 thousand in capital purchases (see PP.6). The majority of the expenses are for facility maintenance and modernization for \$550 thousand.

TDA Reserve

The current forecast has TDA 4.0 expenses exceeding revenues over \$3 million a year, and the reserve balance dropping to \$483 thousand or 1.2% of operating expenses by FY2020. This is not sustainable and staff is still in the process of preparing options for revenue enhancements or expense reductions which will come back to this committee.

RECOMMENDATION:

Staff requests that the Committee provide comments and forward the draft to the Board of Directors with a recommendation for approval so a timely TDA claim can be prepared.

County Connection

Operating and Capital Budget

Fiscal Year 2018



Concord, California

April 10, 2017

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

County Connection

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

**Fiscal Year 2018
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County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2018 BUDGET SUMMARY

	ESTIMATED FY 2017	ADOPTED BUDGET FY 2017	% VARIANCE	PROPOSED BUDGET FY 2018	PROPOSED OVER/(UNDER) ESTIMATED
Operations					
Fixed Route	\$ 30,042,704	\$ 31,456,297	-4.5%	\$ 32,362,054	7.7%
Paratransit	\$ 5,645,088	\$ 5,636,374	0.2%	\$ 5,802,841	2.8%
Subtotal	\$ 35,687,792	\$ 37,092,671	-3.8%	\$ 38,164,895	6.9%
Capital					
Fixed Route	\$ 20,010,000	\$ 20,010,000	0.0%	\$ 931,000	-95.3%
Paratransit	\$ -	\$ -	N/A	\$ -	N/A
Subtotal	\$ 20,010,000	\$ 20,010,000	0.0%	\$ 931,000	-95.3%
Grand Total	\$ 55,697,792	\$ 57,102,671	-2.5%	\$ 39,095,895	-29.8%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2018 BUDGET- OPERATING EXPENDITURES

Category	ACTUAL FY 2016	ESTIMATED FY 2017	ADOPTED FY 2017	FY 2017 Estimate vs Budget		PROPOSED FY 2018	FY2018 vs 2017 Estimate	
				Amount +/-	% +/-		Amount +/-	% +/-
Fixed Route								
Wages	\$ 13,634,627	\$ 13,839,583	\$ 14,032,523	\$ (192,940)	-1.4%	\$ 14,502,281	\$ 662,698	4.8%
Fringe benefits-paid time off	2,250,928	2,299,499	2,252,345	47,154	2.1%	2,355,738	56,239	2.4%
Fringe benefits-other	6,837,146	7,699,232	7,487,183	212,049	2.8%	7,992,869	293,637	3.8%
Total Wages and benefits	22,722,701	23,838,314	23,772,051	66,263	0.3%	24,850,888	1,012,574	4.2%
Services	1,826,413	2,050,488	2,153,251	(102,763)	-4.8%	2,084,732	34,244	1.7%
Materials and supplies	2,272,005	2,413,832	2,766,150	(352,318)	-12.7%	2,766,104	352,272	14.6%
Utilities	262,421	339,668	421,000	(81,332)	-19.3%	391,000	51,332	15.1%
Casualty and liability	685,551	702,700	711,345	(8,645)	-1.2%	1,011,865	309,165	44.0%
Taxes	193,899	180,396	285,500	(105,104)	-36.8%	228,015	47,619	26.4%
Leases and rentals	44,983	49,860	46,000	3,860	8.4%	51,500	1,640	3.3%
Miscellaneous	161,854	200,346	199,560	786	0.4%	210,850	10,504	5.2%
Purchased transportation	227,215	267,100	301,440	(34,340)	-11.4%	267,100	-	0.0%
Total Other Expenses	5,674,341	6,204,390	6,884,246	(679,856)	-9.9%	7,011,166	806,776	13.0%
Subtotal	28,397,042	30,042,704	30,656,297	(613,593)	-2.0%	31,862,054	1,819,350	6.1%
Contingency			800,000	(800,000)	-100.0%	500,000	500,000	N/A
Subtotal	28,397,042	30,042,704	31,456,297	(1,413,593)	-4.5%	32,362,054	2,319,350	7.7%
Paratransit								
Wages	90,846	98,400	98,489	(89)	-0.1%	100,286	1,886	1.9%
Fringe benefits	49,811	50,388	55,685	(5,297)	-9.5%	57,055	6,667	13.2%
Total Wages and benefits	140,657	148,788	154,174	(5,386)	-3.5%	157,341	8,553	5.7%
Services	12,418	30,500	16,100	14,400	89.4%	15,600	(14,900)	-48.9%
Materials and supplies	1,859	3,400	3,400	-	0.0%	3,400	-	0.0%
Utilities	22,224	25,400	25,400	-	0.0%	26,450	1,050	4.1%
Taxes	14	300	400	(100)	-25.0%	300	-	0.0%
Miscellaneous	39	700	900	(200)	-22.2%	700	-	0.0%
Purchased transportation	5,231,626	5,436,000	5,436,000	-	0.0%	5,599,050	163,050	3.0%
Total Other Expenses	5,268,180	5,496,300	5,482,200	14,100	0.3%	5,645,500	149,200	2.7%
Subtotal	5,408,837	5,645,088	5,636,374	8,714	0.2%	5,802,841	157,752	2.8%
Total Operating Expenses	\$ 33,805,879	35,687,792	37,092,671	\$ (1,404,879)	-3.8%	\$ 38,164,895	\$ 2,477,103	6.9%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2018 BUDGET- OPERATING REVENUES

Category	ACTUAL FY 2016	ESTIMATE FY 2017	ADOPTED FY 2017	FY 2017 Estimate vs Budget		PROPOSED FY 2018	FY2018 vs 2017 Estimate	
				Amount +/-	% +/-		Amount +/-	% +/-
Fixed Route								
Fare revenue	\$ 3,000,325	\$2,851,867	\$ 3,162,000	\$ (310,133)	-9.8%	\$ 2,852,100	\$ 233	0.0%
Special service revenue	1,440,678	1,485,021	1,418,500	66,521	4.7%	1,545,029	60,008	4.0%
	4,441,003	4,336,888	4,580,500	(243,612)	-5.3%	4,397,129	60,241	1.4%
Advertising revenue	529,583	608,420	609,122	(702)	-0.1%	615,938	7,518	1.2%
Non-Operating rev	289,788	135,685	104,600	31,085	29.7%	110,000	(25,685)	-18.9%
FTA Section 5303 /Mobility	34,863	-	-	-	N/A	-	-	N/A
FTA Preventive Maintenance	-	-	-	-	N/A	-	-	N/A
FTA New Freedom	15,039	-	-	-	N/A	-	-	N/A
Low Carbon Transit Ops Prog	164,747	308,009	573,087	(265,078)	-46.3%	285,190	(22,819)	-7.4%
Other State Grants	201,304	149,677	116,919	32,758	28.0%	93,535	(56,142)	-37.5%
STA Population and Revenue	2,109,919	1,456,880	1,456,880	-	0.0%	1,612,760	155,880	10.7%
TDA 4.0	14,884,241	17,091,866	17,969,037	(877,171)	-4.9%	19,201,337	2,109,471	12.3%
Measure J	4,231,477	4,507,181	4,473,054	34,127	0.8%	4,543,512	36,331	0.81%
BART Express Funds	739,702	777,759	777,759	-	0.0%	807,314	29,555	3.8%
Dougherty Valley Dev Fees	-	25,000	75,000	(50,000)	-66.7%	50,000	25,000	100.0%
Other Local Grants	29,995	-	75,000	(75,000)	100.0%	-	-	N/A
RM 2/Other- Express	145,339	145,339	145,339	-	0.0%	145,339	-	0.0%
Lifeline	535,000	500,000	500,000	-	0.0%	500,000	-	0.0%
Subtotal	28,352,000	30,042,704	31,456,297	(1,413,593)	-4.5%	32,362,054	2,319,350	7.7%
Paratransit								
Fare revenue	549,619	507,402	571,200	(63,798)	-11.2%	507,500	98	0.0%
Non-Operating revenue	92	100	100	-	0.0%	100	-	0.0%
FTA Section 5307	2,176,096	1,350,000	1,350,000	-	0.0%	1,375,000	25,000	1.9%
FTA Preventive Maintenance	11,711	11,488	-	11,488	N/A	-	(11,488)	-100.0%
TDA 4.5	829,680	784,093	791,132	(7,039)	-0.9%	827,655	43,562	5.6%
TDA 4.0	1	697,616	615,414	82,202	N/A	673,219	(24,397)	N/A
Measure J	1,419,166	1,506,381	1,506,382	(1)	0.0%	1,526,303	19,922	1.32%
STA Paratransit & Rev based	280,490	648,008	662,146	(14,138)	-2.1%	753,064	105,056	16.2%
BART ADA Service/Other	141,981	140,000	140,000	(0)	0.0%	140,000	0	0.0%
Subtotal	5,408,836	5,645,088	5,636,374	8,714	0.2%	5,802,841	157,753	2.8%
Total	\$ 33,760,836	\$ 35,687,792	\$ 37,092,671	\$ (1,404,879)	-3.9%	\$ 38,164,895	\$ 2,477,103	6.9%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2018 Revenue Source Utilization

	Anticipated Revenue	Anticipated Utilization	Difference
Fixed Route			
Fare revenue	\$ 2,852,100	\$ 2,852,100	\$ -
Special service revenue	1,545,029	1,545,029	-
Advertising revenue	615,938	615,938	-
Non-Operating revenue	110,000	110,000	-
Low Carbon Transit Operations Program (LCTOP)	285,190	285,190	-
Other State Grants	93,535	93,535	-
STA Population and Revenue Based TDA 4.0	1,612,760 16,010,604	1,612,760 19,201,337	- (3,190,733)
Measure J	4,543,512	4,543,512	-
BART Express Funds	807,314	807,314	-
Dougherty Valley Development Fees	50,000	50,000	-
Other Local Grants	-	-	-
RM2- Express	145,339	145,339	-
Lifeline	500,000	500,000	-
Total Fixed Route Operating Revenue	\$ 29,171,321	\$ 32,362,054	\$ (3,190,733)
Paratransit			
Fare revenue	\$ 507,500	\$ 507,500	\$ -
Non-operating revenue	100	100	-
FTA Section 5307	1,375,000	1,375,000	-
TDA 4.5	827,655	827,655	-
TDA 4.0	673,219	673,219	-
Measure J	1,526,303	1,526,303	-
STA Paratransit	753,064	753,064	-
BART ADA Service/Other	140,000	140,000	-
Total Paratransit Operating Revenue	\$ 5,802,841	\$ 5,802,841	\$ -
Capital Program			
TDA 4.0	\$ 651,000	\$ 651,000	\$ -
Increase (Decrease) to TDA reserve			\$ (3,190,733)

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 ACTUAL	FY 2017 BUDGET	FY 2017 ACTUAL	FY 2018 PROPOSED
Transportation	Transportation administration	3.0	3.0	4.0	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	2.0
	Transit Supervisor/Dispatcher	10.0	10.0	10.0	11.0	12.0	12.0	12.0	12.0	12.0
		15.0	15.0	16.0	17.0	18.0	18.0	18.0	18.0	18.0
	Full-time runs	125.0	125.0	127.0	128.0	128.0	122.0	130.0	122.0	130.0
	Part-time runs	12.0	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	36.0
		172.0	172.0	175.0	176.0	176.0	170.0	178.0	170.0	178.0
	Total Transportation	187.0	187.0	191.0	193.0	194.0	188.0	196.0	188.0	196.0
Maintenance	Maintenance administration	5.0	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	6.0
		10.0	10.0	10.0	11.0	11.0	11.0	11.0	11.0	11.0
	Mechanic, Level VI					4.0	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	3.0
	Mechanic, Level IV	4.0	4.0	4.0	3.0	5.0	5.0	5.0	5.0	5.0
	Mechanic, Level III	7.0	7.0	7.0	5.0	5.0	6.0	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	9.0	10.0	9.0	10.0
	29.0	29.0	29.0	29.0	26.0	27.0	29.0	27.0	29.0	
	Total Maintenance	39.0	39.0	39.0	40.0	37.0	38.0	40.0	38.0	40.0
General Administration	General Administration	4.5	4.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
	Stores & Procurement	1.0	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	2.0
	Finance	5.0	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	2.0
	Marketing	3.0	2.0	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	8.0
	IT	2.0	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	6.0	5.0	6.0
		Subtotal in full time equivalents	31.0	30.0	29.0	29.0	30.0	30.0	31.0	30.0
Fixed Route Operations	Total	257.0	256.0	259.0	262.0	261.0	256.0	267.0	256.0	267.0
	Paratransit	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Total Operations		259.0	258.0	261.0	264.0	263.0	258.0	269.0	258.0	269.0

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY2018 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	-	-	-	-	-	-	\$ 78	\$ 78
Revenue Fleet	-	-	-	-	-	-	-	-
Facility Maintenance and Modernization	-	-	-	-	-	200	350	550
Information Technology	-	-	-	-	-	80	-	80
Maintenance Equipment & Tools	-	-	-	-	-	-	100	100
Office Furniture and Equipment	-	-	-	-	-	-	123	123
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 280	\$ 651	\$ 931

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

Capital Program:	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Non Revenue Fleet	\$ -	\$ 70	\$ 163	\$ 78	\$ -	\$ 369	\$ 227	\$ -	\$ 99	\$ 126	\$ 109	\$ -	\$ 1,241
Revenue Fleet	20,123	19,826	18,782	-	2,092	-	-	1,189	-	25,182	-	23,710	67,071
Facility Maintenance & Modernization	1,116	465	550	550	-	100	100	100	500	2,100	-	-	4,465
Street Amenities	-	319	-	-	500	-	-	-	500	-	-	50	1,319
Information Technology	328	400	300	80	195	85	180	300	80	90	85	100	1,795
Maintenance Equipment & Tools	220	193	165	100	275	65	50	50	50	1,000	50	50	1,998
Office Furniture and Equipment	50	116	50	123	50	70	80	80	80	100	100	80	849
Total Capital Program	\$ 21,837	\$ 21,389	\$ 20,010	\$ 931	\$ 3,112	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 28,598	\$ 344	\$ 23,990	\$ 78,738

Capital Program by Service:	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Fixed-Route	\$ 21,478	\$ 21,389	\$ 20,010	\$ 931	\$ 872	\$ 689	\$ 637	\$ 530	\$ 1,309	\$ 28,598	\$ 344	\$ 20,561	\$ 75,309
Paratransit	359	-	-	-	2,240	-	-	1,189	-	-	-	3,429	3,429
Total Capital Program by Service	\$ 21,837	\$ 21,389	\$ 20,010	\$ 931	\$ 3,112	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 28,598	\$ 344	\$ 23,990	\$ 78,738

Capital Funding by Source	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Federal 5307	\$ 16,203	\$ 14,342	\$ 16,722	\$ -	\$ 1,864	\$ -	\$ -	\$ 989	\$ -	\$ 20,368	\$ -	\$ 18,968	\$ 54,285
State Prop 1B PTMISEA - Rolling Stock	3,210	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	280	2,800
Bridge Toll Revenue	929	868	480	-	100	-	-	80	29	850	-	850	2,407
Transportation Development Act	378	2,589	148	651	568	409	57	370	700	3,100	64	3,892	8,656
To Be Determined	-	-	-	-	-	-	-	-	-	4,000	-	-	4,000
Total Capital Funding by Source	\$ 20,720	\$ 21,389	\$ 20,010	\$ 931	\$ 3,112	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 28,598	\$ 344	\$ 23,990	\$ 78,738

Revenue Fleet Replacements	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
# Fixed Route Vehicles	31	33	35	-	-	-	-	-	-	40	-	40	108
# Paratransit Vehicles	3	-	-	-	42	-	-	21	-	-	-	-	63
Total Revenue Fleet Replacement	34	33	35	-	42	-	-	21	-	40	-	40	171

County Connection

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

	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Revenue Hours	221,320	227,916	227,916	227,916	227,916	227,916	227,916	227,916	227,916	227,916	227,916	227,916
1 Passenger Fares	3,206	3,000	2,852	2,852	2,852	2,852	2,852	2,852	2,852	2,852	2,852	2,852
2 Special Fares	1,387	1,441	1,485	1,545	1,576	1,608	1,640	1,673	1,706	1,740	1,775	1,811
3 Advertising	587	530	607	616	622	631	643	656	669	683	696	710
4 Non-Operating Revenue	135	290	135	110	111	112	113	114	115	116	117	118
5 FTA Mobility	-	35	-	-	-	-	-	-	-	-	-	-
6 FTA New Freedom	55	15	-	-	-	-	-	-	-	-	-	-
7 Low Carbon Transit Operations Program	-	165	308	285	290	296	301	306	312	317	323	329
8 Other State Grants	117	201	150	94	-	-	-	-	-	-	-	-
9 STA Population & Revenue Based	2,230	2,110	1,457	1,613	1,661	1,711	1,762	1,815	1,870	1,926	1,983	2,043
10 TDA 4.0	14,376	14,884	17,092	19,200	19,703	20,662	21,760	22,743	23,715	24,518	25,446	26,296
11 Measure J	4,287	4,231	4,507	4,544	4,680	4,834	5,003	5,183	5,369	5,562	5,762	5,971
12 BART Express Funds	698	740	778	807	839	873	908	944	982	1,021	1,062	1,104
13 Dougherty Valley Dev Fees	-	-	25	50	75	75	85	100	100	100	-	-
14 Other Local Grants	79	30	-	-	-	-	-	-	-	-	-	-
15 RM2/Other - Express	145	145	145	145	145	145	145	145	145	145	145	145
16 Lifeline	-	535	500	500	500	500	500	500	500	500	500	500
17 Total Fixed Route Operating Revenue	27,452	28,352	30,041	32,361	33,054	34,299	35,712	37,031	38,335	39,480	40,661	41,879
Operating Expenses w/o contingency and GASB 68	27,454	28,397	30,043	31,862	33,054	34,299	35,712	37,031	38,335	39,480	40,661	41,879
% increase in expenses		3.4%	5.8%	6.1%	3.7%	3.8%	4.1%	3.7%	3.5%	3.0%	3.0%	3.0%
19 CalPERS GASB 68 adjustment	(813)	(1,170)	-	-	-	-	-	-	-	-	-	-
20 Operating expense contingency	-	-	-	500	-	-	-	-	-	-	-	-
21 Total Fixed Route Operating Expenses	26,641	27,227	30,043	32,362	33,054	34,299	35,712	37,031	38,335	39,480	40,661	41,879
Revenue Hours	74,394	74,394	74,394	74,394	74,394	74,394	74,394	74,394	74,394	74,394	74,394	74,394
22 Passenger Fares	554	550	507	508	508	508	508	508	508	508	508	508
23 Non-Operating revenue	-	-	-	-	-	-	-	-	-	-	-	-
24 FTA Section 5307	1,172	2,176	1,350	1,375	1,380	1,385	1,390	1,395	1,400	1,405	1,411	1,436
25 FTA Preventative Maintenance	-	12	11	-	-	-	-	-	-	-	-	-
26 TDA 4.5	766	830	784	828	852	878	904	932	959	988	1,018	1,048
27 TDA 4.0	-	-	698	673	704	762	818	887	959	1,033	1,107	1,165
28 Measure J	1,381	1,419	1,506	1,526	1,572	1,624	1,681	1,741	1,804	1,869	1,936	2,006
29 STA Paratransit & Revenue Based	1,096	280	648	753	776	799	823	848	873	899	926	954
30 Bart ADA service	149	142	140	140	140	140	140	141	142	143	144	145
31 Total Paratransit Operating Revenue	5,118	5,409	5,644	5,803	5,932	6,096	6,264	6,452	6,645	6,845	7,050	7,262
32 Total Paratransit Operating Expenses	5,117	5,409	5,645	5,803	5,932	6,096	6,264	6,452	6,645	6,845	7,050	7,262
% increase in expenses		5.7%	4.4%	2.8%	2.2%	2.8%	2.8%	3.0%	3.0%	3.0%	3.0%	3.0%
33 Total CCCTA Operating Budget	\$ 31,758	\$ 32,636	\$ 35,688	\$ 38,165	\$ 38,986	\$ 40,395	\$ 41,976	\$ 43,483	\$ 44,980	\$ 46,325	\$ 47,711	\$ 49,141

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

	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
34 Capital Revenue												
35 Federal 5307	16,203	14,342	16,722	-	1,864	-	-	989	-	20,368	-	18,968
36 State Prop 1B PTMISEA - Rolling Stock	3,210	3,055	1,580	-	-	-	-	-	-	-	-	-
37 State Prop 1B PTMISEA - Facility Rehab	-	-	800	-	-	-	-	-	-	-	-	-
38 Lifeline - 1B Population based Bonds	-	255	-	-	300	-	300	-	300	-	-	-
39 MTC TPI Funds - Stop Access & IT	-	280	280	280	280	280	280	280	280	280	280	280
40 Bridge Toll Revenue	929	868	480	-	100	-	-	80	29	850	-	850
41 Transportation Development Act	378	2,589	148	651	568	409	57	370	700	3,100	64	3,892
42 To Be Determined	-	-	-	-	-	-	-	-	-	4,000	-	-
43 Total Capital Revenue	\$ 20,720	\$ 21,389	\$ 20,010	\$ 931	\$ 3,112	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 28,598	\$ 344	\$ 23,990
44 Capital Projects	\$ 20,720	\$ 21,389	\$ 20,010	\$ 931	\$ 3,112	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 28,598	\$ 344	\$ 23,990

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

	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
45 Beginning Balance	\$ 10,509	\$ 11,899	\$ 11,282	\$ 10,234	\$ 7,045	\$ 3,925	\$ 483	\$ (3,210)	\$ (7,700)	\$ (12,978)	\$ (20,930)	\$ (26,227)
46 Estimated TDA 4.0 Allocation	\$ 16,144 4.58%	\$ 16,856 4.41%	\$ 16,890 0.20%	\$ 17,335 2.63%	\$ 17,855 3.00%	\$ 18,391 3.00%	\$ 18,942 3.00%	\$ 19,510 3.00%	\$ 20,096 3.00%	\$ 20,699 3.00%	\$ 21,320 3.00%	\$ 21,959 3.00%
TDA 4.0 Needed for Operations and Capital:												
47 Used for Fixed route operations	(14,376)	(14,884)	(17,092)	(19,200)	(19,703)	(20,662)	(21,760)	(22,743)	(23,715)	(24,518)	(25,446)	(26,296)
48 Used for Paratransit operations	-	-	(698)	(673)	(704)	(762)	(818)	(887)	(959)	(1,033)	(1,107)	(1,165)
49 TDA Used for Operations	(14,376)	(14,884)	(17,790)	(19,873)	(20,407)	(21,424)	(22,578)	(23,630)	(24,674)	(25,551)	(26,553)	(27,461)
50 Used for Capital Program	(378)	(2,589)	(148)	(651)	(568)	(409)	(57)	(370)	(700)	(3,100)	(64)	(3,892)
51 Ending TDA Reserve	\$ 11,899	\$ 11,282	\$ 10,234	\$ 7,045	\$ 3,925	\$ 483	\$ (3,210)	\$ (7,700)	\$ (12,978)	\$ (20,930)	\$ (26,227)	\$ (35,621)
52 Number Of Months of Operating Expenses in Reserve	4.5	4.1	3.4	2.2	1.2	0.1	(0.9)	(2.1)	(3.5)	(5.4)	(6.6)	(8.7)
53 Percentage of operating budget	37%	34.6%	28.7%	18.5%	10.1%	1.2%	-7.6%	-17.7%	-28.9%	-45.2%	-55.0%	-72.5%
Reserve Percentage of:												
54 12%	\$ 3,811	\$ 3,916	\$ 4,283	\$ 4,580	\$ 4,678	\$ 4,847	\$ 5,037	\$ 5,218	\$ 5,398	\$ 5,559	\$ 5,725	\$ 5,897
55 Amount Above/(Below) Reserve Level	\$ 8,088	\$ 7,366	\$ 5,951	\$ 2,465	\$ (753)	\$ (4,364)	\$ (8,247)	\$ (12,918)	\$ (18,376)	\$ (26,489)	\$ (31,952)	\$ (41,518)
56 16%	\$ 5,081	\$ 5,222	\$ 5,710	\$ 6,106	\$ 6,238	\$ 6,463	\$ 6,716	\$ 6,957	\$ 7,197	\$ 7,412	\$ 7,634	\$ 7,863
57 Amount Above/(Below) Reserve Level	\$ 6,818	\$ 6,060	\$ 4,524	\$ 939	\$ (2,313)	\$ (5,980)	\$ (9,926)	\$ (14,657)	\$ (20,175)	\$ (28,342)	\$ (33,861)	\$ (43,484)
58 20%	\$ -	\$ 6,527	\$ 7,138	\$ 7,633	\$ 7,797	\$ 8,079	\$ 8,395	\$ 8,697	\$ 8,996	\$ 9,265	\$ 9,542	\$ 9,828
59 Amount Above/(Below) Reserve Level	\$ -	\$ 4,755	\$ 3,096	\$ (588)	\$ (3,872)	\$ (7,596)	\$ (11,605)	\$ (16,397)	\$ (21,974)	\$ (30,195)	\$ (35,769)	\$ (45,449)

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
Wages, Operators	7,787,179	7,882,000	7,885,000	(3,000)	8,190,000	308,000	
Wages, Operator Trainer	209,237	173,075	165,000	8,075	160,000	(13,075)	
Wages, Trans Admin	1,096,050	1,125,000	1,132,410	(7,410)	1,158,981	33,981	
Wages, Scheduling	121,255	129,238	129,841	(603)	131,107	1,869	
Wages, Maint Admin	451,668	452,000	447,043	4,957	461,479	9,479	
Wages, Building Maint.	289,186	316,000	324,795	(8,795)	339,668	23,668	
Wages, Customer Service	397,734	415,000	423,509	(8,509)	446,285	31,285	
Wages, Promotion	141,661	141,000	143,791	(2,791)	148,498	7,498	
Wages, EE Services	174,319	171,600	164,628	6,972	176,231	4,631	
Wages, Finance	406,314	400,000	402,818	(2,818)	411,886	11,886	
Wages, Safety & Training	133,780	144,620	146,871	(2,251)	149,520	4,900	
Wages, General Admin	497,670	496,000	489,698	6,302	509,319	13,319	
Wages, Salaried Pool	-	-	-	-	-	-	
Wages, Performance basec	-	-	-	-	-	-	
Wages, Admin Bonus	-	-	41,400	(41,400)	-	-	
Wages, Board Members	19,900	20,300	26,400	(6,100)	26,400	6,100	
Wages, Planning	388,469	440,000	506,592	(66,592)	520,564	80,564	
Wages, Service Workers	366,599	420,000	446,958	(26,958)	457,755	37,755	
Wages, Serv Wrkr Bonus	-	2,250	2,250	-	2,250	-	
Wages, Mechanics	1,141,996	1,100,000	1,149,019	(49,019)	1,207,838	107,838	
Wages, Mechanic Bonus	11,610	11,500	4,500	7,000	4,500	(7,000)	
	13,634,627	13,839,583	14,032,523	(192,940)	14,502,281	662,698	5%
Sick, Operators	290,519	315,000	309,000	6,000	324,500	9,500	
Sick, Trans Admin	67,469	37,000	37,348	(348)	49,556	12,556	
Sick, Scheduling	10,021	3,500	4,314	(814)	5,654	2,154	
Sick, Maint Admin	13,945	15,000	14,990	10	20,089	5,089	
Sick, Building Maint.	15,055	14,900	10,635	4,265	14,339	(561)	
Sick, Customer Svc	19,198	19,000	13,783	5,217	18,800	(200)	
Sick, Promotion	3,725	2,500	4,828	(2,328)	6,474	3,974	
Sick, EE Services	3,607	5,529	5,529	-	7,683	2,154	
Sick, Finance	8,949	18,000	13,322	4,678	17,588	(412)	
Sick, Safety & Trng	12,382	5,000	4,932	68	6,519	1,519	
Sick, General Admin	10,559	16,000	16,232	(232)	21,911	5,911	
Sick, Planning	10,773	10,000	16,993	(6,993)	22,670	12,670	
Sick, Service Workers	21,668	14,600	6,162	8,438	6,317	(8,283)	
Sick, Mechanics	21,314	20,000	22,443	(2,443)	23,097	3,097	
	509,184	496,029	480,511	15,518	545,197	49,168	10%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
Holiday, Operators	393,405	386,000	400,000	(14,000)	398,000	12,000	
Holiday, Trans Admin	62,988	60,600	60,699	(99)	62,769	2,169	
Holiday, Scheduling	6,087	7,000	7,011	(11)	7,161	161	
Holiday, Maint Admin	21,516	24,300	24,362	(62)	25,444	1,144	
Holiday, Building Maint.	11,514	18,000	17,283	717	18,163	163	
Holiday, Customer Svc	17,431	20,000	22,397	(2,397)	23,812	3,812	
Holiday, Promotion	8,841	7,800	7,848	(48)	8,201	401	
Holiday, EE Services	6,103	8,900	8,985	(85)	9,731	831	
Holiday, Finance	21,540	20,000	21,651	(1,651)	22,278	2,278	
Holiday, Safety & Trng	6,182	9,000	8,016	984	8,256	(744)	
Holiday, General Admin	27,759	28,000	26,381	1,619	27,752	(248)	
Holiday, Planning	20,040	26,000	27,619	(1,619)	28,715	2,715	
Holiday, Service Workers	19,109	21,900	21,922	(22)	22,446	546	
Holiday, Mechanics	53,867	59,000	61,182	(2,182)	62,777	3,777	
	676,382	696,500	715,356	(18,856)	725,505	29,005	4%
Vacatn, Operators	496,859	502,000	502,000	-	517,100	15,100	
Vacatn, Trans Admin	94,894	95,000	95,171	(171)	96,232	1,232	
Vacatn, Scheduling	9,464	10,300	10,308	(8)	10,516	216	
Vacatn, Maint Admin	39,122	42,000	39,928	2,072	41,692	(308)	
Vacation, Building Maint.	19,930	24,600	24,688	(88)	24,020	(580)	
Vacation, Customer Svc	27,223	32,000	31,041	959	31,810	(190)	
Vacation, Promotion	11,852	14,195	13,080	1,115	13,667	(528)	
Vacation, EE Services	14,608	17,025	14,974	2,051	16,219	(806)	
Vacation, Finance	29,919	25,500	29,962	(4,462)	28,664	3,164	
Vacation, Safety & Trng	9,924	11,300	13,360	(2,060)	13,760	2,460	
Vacation, General Admin	33,240	50,500	37,647	12,853	39,486	(11,014)	
Vacation, Planning	24,781	35,000	45,491	(10,491)	47,300	12,300	
Vacation, Service Wrkrs	24,885	27,000	27,354	(354)	28,210	1,210	
Vacatn, Mechanics	146,352	155,000	87,112	67,888	89,841	(65,159)	
	983,053	1,041,420	972,116	69,304	998,517	(42,903)	-4%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
Abs Pay, Operators	59,798	59,350	69,000	(9,650)	61,025	1,675	
Abs Pay, Trans Admin	-	100	3,765	(3,665)	6,351	6,251	
Abs Pay, Scheduling	-	100	435	(335)	725	625	
Abs Pay, Maint Admin	-	700	1,511	(811)	2,574	1,874	
Abs Pay, Building Maint.	-	500	1,072	(572)	1,837	1,337	
Abs Pay, Customer Svc	-	500	1,389	(889)	2,409	1,909	
Abs Pay, Promotion	-	300	487	(187)	829	529	
Abs Pay, EE Services	-	400	557	(157)	985	585	
Abs Pay, Finance	-	500	1,342	(842)	2,254	1,754	
Abs Pay, Safety & Trng	-	400	498	(98)	835	435	
Abs Pay, General Admin	-	500	1,635	(1,135)	2,807	2,307	
Abs Pay, Planning	(434)	500	1,713	(1,213)	2,904	2,404	
Separation Pay/Benefits	22,945	-	-	-	-	-	
Abs Pay, Service Wrkrs	-	100	430	(330)	438	338	
Abs Pay, Mechanics	-	1,600	528	1,072	546	(1,054)	
	82,309	65,550	84,362	(18,812)	86,519	20,969	32%
	2,250,928	2,299,499	2,252,345	47,154	2,355,738	56,239	2%
	15,885,555	16,139,082	16,284,868	(145,786)	16,858,019	718,937	4%
FICA, Operators	128,210	135,000	131,300	3,700	139,050	4,050	
FICA, Trans Admin	17,573	19,000	19,270	(270)	19,914	914	
FICA, Scheduling	1,957	2,100	2,203	(103)	2,250	150	
FICA, Maint Admin	2,212	2,300	3,642	(1,342)	3,805	1,505	
FICA, Building Maint.	7,021	5,360	5,489	(129)	5,770	410	
FICA, Customer Service	6,689	7,136	7,136	-	7,586	450	
FICA, Promotion	2,426	2,500	2,465	35	2,577	77	
FICA, EE Services	2,817	3,200	2,823	377	3,057	(143)	
FICA, Finance	6,425	6,790	6,803	(13)	6,999	209	
FICA, Safety & Trng	1,081	1,300	1,284	16	1,323	23	
FICA, General Admin	8,125	8,853	8,398	455	9,406	553	
FICA, Board Members	1,641	1,500	2,020	(520)	2,020	520	
FICA, Planning	6,365	8,180	8,679	(499)	9,021	841	
FICA, Service Workers	5,458	5,760	6,640	(880)	6,795	1,035	
FICA, Mechanics	15,072	14,500	15,998	(1,498)	17,979	3,479	
	213,072	223,479	224,150	(671)	237,552	14,073	6%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
PERS-RET, Operators	921,554	875,000	900,000	(25,000)	904,031	29,031	
PERS-RET, Trans Admin	161,076	162,775	159,569	3,206	165,601	2,826	
PERS-RET, Scheduling	17,645	18,078	16,790	1,288	17,511	(567)	
PERS-RET, Maint Admin	79,365	84,684	74,580	10,104	79,752	(4,932)	
PERS-RET, Bldg Maint.	42,386	42,861	43,268	(407)	43,198	337	
PERS-RET, Cstmr Svc	53,491	54,453	56,483	(2,030)	56,753	2,300	
PERS-RET, Promotion	24,891	26,280	22,594	3,686	24,116	(2,164)	
PERS-RET, EE Services	27,656	29,826	25,872	3,954	28,783	(1,043)	
PERS-RET, Finance	63,200	66,894	61,115	5,779	61,610	(5,284)	
PERS-RET, Sfty & Trng	22,041	22,503	25,275	(2,772)	26,494	3,991	
PERS-RET, Gen Admin	73,474	76,204	72,253	3,951	79,049	2,845	
PERS-RET, Planning	68,860	72,228	82,392	(10,164)	78,995	6,767	
GM- 457 Retirement	16,800	18,000	17,000	1,000	18,000	-	
PERS-RET, Service Wrkr	48,567	46,473	50,717	(4,244)	48,553	2,080	
PERS-RET, Mechanics	139,844	133,894	136,205	(2,311)	137,402	3,508	
	1,760,850	1,730,153	1,744,113	(13,960)	1,769,848	39,695	2%
Medical, Operators	611,241	713,937	682,730	31,207	751,277	37,340	
Medical, Trans Admin	100,040	112,322	112,624	(302)	112,883	561	
Medical, Scheduling	14,921	16,756	16,924	(168)	16,840	84	
Medical, Maint Admin	27,771	32,306	30,619	1,687	32,468	162	
Medical, Building Maint.	43,344	58,113	51,544	6,569	68,993	10,880	
Medical, Customer Svc	33,503	43,004	35,257	7,747	43,054	50	
Medical, Promotion	10,576	11,877	11,996	(119)	11,936	59	
Medical, Finance	31,359	24,991	35,029	(10,038)	25,115	124	
Medical, Safety & Trng	16,462	21,377	21,592	(215)	21,485	108	
Medical, General Admin	60,026	63,862	66,496	(2,634)	66,376	2,514	
Medical, Planning	29,442	33,653	41,776	(8,123)	40,824	7,171	
Medical, Service Workers	173,786	175,948	209,300	(33,352)	210,970	35,022	
Medical, Mechanics	347,572	351,896	417,763	(65,867)	400,843	48,947	
Medical Admin Charge	10,836	11,000	11,000	-	11,300	300	
Medical, Retirees	153,755	180,000	186,560	(6,560)	185,400	5,400	
OPEB Benefits	572,776	424,819	423,440	1,379	444,600	19,781	
	2,237,601	2,275,861	2,354,650	(78,789)	2,444,364	168,503	7%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
Dental, Operators	233,307	223,407	249,660	(26,253)	241,615	18,208	
Dental, Transport Admin	26,363	27,487	26,990	497	28,311	824	
Dental, Scheduling	3,468	2,642	3,500	(858)	2,721	79	
Dental, Maint Admin	5,540	5,746	5,500	246	5,654	(92)	
Dental, Building Maint.	8,452	10,964	7,590	3,374	11,293	329	
Dental, Customer Svc	13,520	18,243	11,290	6,953	18,790	547	
Dental, Promotion	2,071	2,164	2,100	64	2,229	65	
Dental, EE Services	2,885	2,982	2,850	132	3,071	89	
Dental, Finance	6,841	9,185	5,470	3,715	9,461	276	
Dental, Safety & Trng	2,353	2,982	1,030	1,952	3,071	89	
Dental, General Admin	7,681	7,946	6,750	1,196	8,184	238	
Dental, Planning	6,006	7,365	7,900	(535)	8,377	1,012	
	318,487	321,112	330,630	(9,518)	342,777	21,665	7%
WC, Operators	312,207	780,923	545,141	235,782	665,596	(115,327)	
WC, Trans Admin	33,662	72,644	58,974	13,670	61,916	(10,728)	
WC, Scheduling	3,038	9,080	5,559	3,521	7,739	(1,341)	
WC, Maint Admin	14,843	22,701	26,224	(3,523)	19,349	(3,352)	
WC, Building Maint.	7,559	27,241	13,051	14,190	23,218	(4,023)	
WC, Customer Svc	17,494	36,322	30,575	5,747	30,958	(5,364)	
WC, Promotion	8,609	9,080	15,348	(6,268)	7,739	(1,341)	
WC, EE Services	8,609	9,080	15,348	(6,268)	7,739	(1,341)	
WC, Finance	14,843	22,701	26,224	(3,523)	19,349	(3,352)	
WC, Safety & Trng	8,609	9,080	15,348	(6,268)	7,739	(1,341)	
WC, General Admin	16,168	27,241	28,399	(1,158)	23,218	(4,023)	
WC, Planning	13,248	27,241	22,961	4,280	23,218	(4,023)	
WC, Service Workers	25,441	45,402	44,835	567	38,697	(6,705)	
WC, Mechanics	77,259	86,264	135,470	(49,206)	73,525	(12,739)	
	561,589	1,185,000	983,457	201,543	1,010,000	(175,000)	-15%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
Life, Operators	65,721	68,038	65,880	2,158	74,150	6,112	
Life, Trans Admin	6,916	8,908	7,510	1,398	9,660	752	
Life, Scheduling	884	913	900	13	950	37	
Life, Maint Admin	3,715	4,095	3,800	295	7,161	3,066	
Life, Building Maint.	2,709	3,103	2,910	193	3,260	157	
Life, Customer Svc	4,594	5,603	4,680	923	6,220	617	
Life, Promotion	1,285	1,406	1,310	96	1,490	84	
Life, EE Services	1,393	1,687	1,420	267	1,800	113	
Life, Finance	2,504	3,702	2,390	1,312	3,720	18	
Life, Safety & Trng	665	785	660	125	750	(35)	
Life, General Admin	3,071	3,232	3,140	92	3,390	158	
Life, Planning	3,138	4,026	3,230	796	4,190	164	
	96,595	105,496	97,830	7,666	116,741	11,245	11%
SUI, Operators	68,081	75,000	85,000	(10,000)	77,000	2,000	
SUI, Trans Admin	5,376	6,000	7,088	(1,088)	7,088	1,088	
SUI, Scheduling	672	600	886	(286)	886	286	
SUI, Maint Admin	1,680	1,700	2,215	(515)	2,215	515	
SUI, Building Maint.	2,415	2,500	2,658	(158)	2,658	158	
SUI, Customer Svc	3,024	3,000	4,430	(1,430)	4,430	1,430	
SUI, Promotion	672	700	886	(186)	886	186	
SUI, Safety & Trng	1,071	800	886	(86)	886	86	
SUI, General Admin	2,352	3,000	3,101	(101)	3,101	101	
SUI, EE Services	672	800	886	(86)	886	86	
SUI, Finance	3,233	1,800	2,215	(415)	2,215	415	
SUI, Planning	2,567	2,300	2,658	(358)	2,658	358	
SUI, Service Workers	3,024	3,500	4,430	(930)	4,430	930	
SUI, Mechanics	6,175	6,100	8,860	(2,760)	8,417	2,317	
	101,014	107,800	126,199	(18,399)	117,756	9,956	9%
Operator Uniforms	45,034	48,160	50,000	(1,840)	50,000	1,840	
Uniforms - Maint. Pers.	15,581	16,001	16,640	(639)	16,500	499	
	60,615	64,161	66,640	(2,479)	66,500	2,339	4%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
Operator Med Exams	17,195	15,500	15,000	500	16,000	500	
Emp Assistance Prog	13,519	14,000	14,000	-	14,000	-	
Cafeteria Plan- Admin	401,328	444,453	344,277	100,176	482,706	38,253	
Cafeteria Plan-ATU	1,008,554	1,157,997	1,126,917	31,080	1,315,425	157,428	
Mechanic Tool Allowance	14,300	15,820	15,820	-	16,200	380	
Wellness Program	21,369	28,200	30,000	(1,800)	30,000	1,800	
Substance Abuse Prog.	10,358	9,000	10,500	(1,500)	10,500	1,500	
Ergonomics/W/C Prog	700	1,200	3,000	(1,800)	2,500	1,300	
	1,487,323	1,686,170	1,559,514	126,656	1,887,331	201,161	12%
	9,088,074	9,998,731	9,739,528	259,203	10,348,607	349,876	3%
	22,722,701	23,838,314	23,772,051	66,263	24,850,888	1,012,574	4%
Management Services	10,191	25,000	25,000	-	25,000	-	
Agency Fees	50	150	200	(50)	150	-	
In-Service Monitoring	719	2,000	6,000	(4,000)	2,000	-	
Mobility Services	30,154	30,000	33,000	(3,000)	32,000	2,000	
Schedules/Graphics	43,179	63,015	70,000	(6,985)	70,000	6,985	
Promotions	138,883	143,770	180,000	(36,230)	150,000	6,230	
Recruitment	6,573	18,000	25,000	(7,000)	20,000	2,000	
Hiring Costs	7,390	12,000	18,000	(6,000)	15,000	3,000	
Legal Fees	268,149	350,000	350,000	-	330,000	(20,000)	
Financial Services	12,269	5,000	5,000	-	15,000	10,000	
Auditor Fees	45,140	47,000	45,000	2,000	48,500	1,500	
Freight In and Out	6,564	6,489	7,000	(511)	7,000	511	
Bid and Hearing Notices	611	1,000	1,000	-	1,000	-	
Service Development	4,552	25,508	40,000	(14,492)	40,000	14,492	
Section 8 Planning	-	-	-	-	-	-	
Trans. Printing/Reproduc.	8,218	7,000	5,000	2,000	7,000	-	
Payroll Services	68,937	74,000	73,976	24	76,220	2,220	
Retail service charge	-	-	-	-	-	-	
Bank service charge	24,429	23,300	27,500	(4,200)	24,000	700	
Commuter check process fe	225	250	300	(50)	300	50	
Pay PERS file upload	591	2,610	-	2,610	2,650	40	
SPECIAL Planning- reimb ex	140,781	24,540	50,000	(25,460)	-	(24,540)	
Temporary Help-All depts	59,571	68,850	27,000	41,850	27,000	(41,850)	
Temp Help-Shop	1,076	-	-	-	-	-	
Temporary Help-Transporta	-	-	-	-	-	-	
Clipper Fees	13,643	31,200	14,400	16,800	31,500	300	
SVR-Differential/Radiator	13,192	20,960	21,600	(640)	15,000	(5,960)	

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
SVR-Transmission	30,191	26,000	52,000	(26,000)	40,000	14,000	
SVR-Upholstery/Glass	4,919	27,974	40,000	(12,026)	35,000	7,026	
SVR-Towing	10,540	12,195	18,400	(6,205)	18,400	6,205	
SVR-Engine Repair	57,989	41,121	44,000	(2,879)	44,000	2,879	
SVR-Body Repair	82,410	106,740	110,250	(3,510)	110,000	3,260	
Emission controls	25,418	35,175	35,000	175	32,000	(3,175)	
Phone Maint. Services	8,490	8,490	9,000	(510)	9,000	510	
Support Vehicle maint	9,574	12,674	20,000	(7,326)	13,500	826	
IT Supplies/replacements	10,153	5,939	18,000	(12,061)	10,000	4,061	
Clever Devices/rideck maint	198,560	245,000	231,000	14,000	245,000	-	
Office Equipment Maint.	16,368	20,000	20,000	-	20,000	-	
Building Maint. Service	69,001	88,318	82,000	6,318	87,000	(1,318)	
Trapeze Maintenance	120	-	-	-	-	-	
Landscape Service	69,874	86,419	86,400	19	89,400	2,981	
IT Contracts	108,841	130,453	135,000	(4,547)	159,000	28,547	
Radio Maint. Service	6,174	14,116	10,500	3,616	18,500	4,384	
IT Consulting	-	-	10,000	(10,000)	-	-	
RED Support Expense	6,458	9,000	10,000	(1,000)	4,000	(5,000)	
Real Time Bus maintenance	-	-	-	-	-	-	
Contract Cleaning Service	2,626	2,590	2,500	90	2,500	(90)	
Waste Removal	12,518	15,527	13,200	2,327	18,000	2,473	
Hazardous Waste	99,790	87,000	86,625	375	93,112	6,112	
Armored Transport	-	-	-	-	-	-	
Fire Monitoring	1,637	3,756	4,000	(244)	4,000	244	
Security Services	79,974	86,359	86,400	(41)	89,000	2,641	
Other Services	3,030	4,000	4,000	-	4,000	-	
	1,826,413	2,050,488	2,153,251	(102,763)	2,084,732	34,244	2%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
Diesel Fuel	1,087,733	1,192,182	1,440,000	(247,818)	1,532,000	339,818	
Oil & Lubricants	64,901	87,908	90,000	(2,092)	90,000	2,092	
Gasoline	22,015	19,278	32,000	(12,722)	28,000	8,722	
CNG Alternative Fuel	-	-	-	-	-	-	
Tires & Tubes	231,864	223,131	225,950	(2,819)	226,904	3,773	
Safety Supply	2,283	2,369	5,000	(2,631)	5,500	3,131	
Transport Supplies	14,998	14,000	13,000	1,000	14,000	-	
BART Relief Tickets	49,545	57,000	57,000	-	57,000	-	
CSS, Soaps	1,877	7,797	14,000	(6,203)	8,500	703	
CSS-Solvents	-	-	-	-	-	-	
CSS, Cleaning	9,114	8,766	7,000	1,766	8,500	(266)	
CSS, Safety	9,130	8,334	8,000	334	8,000	(334)	
CSS, Antifreeze	6,220	6,333	6,400	(67)	6,400	67	
CSS, Gasses	4,938	5,351	7,000	(1,649)	3,500	(1,851)	
Oil Analysis	17,441	18,000	18,000	-	18,000	-	
Equipment/Garage Exp.	18,788	24,463	25,000	(537)	25,000	537	
Coach Repair Parts	543,504	550,147	625,000	(74,853)	545,000	(5,147)	
Shelter/Bus Stop Supply	17,912	15,000	15,000	-	15,000	-	
Radio Maint Supply	-	-	-	-	-	-	
Janitorial Supplies	18,803	19,943	20,000	(57)	21,000	1,057	
Lighting Supply	457	4,583	6,000	(1,417)	5,000	417	
Building Repair Supply	36,592	43,426	45,000	(1,574)	45,000	1,574	
Landscape Supply	1,591	9,302	10,000	(698)	10,000	698	
Tickets, Passes, Xfrs	22,054	25,860	23,000	2,860	20,000	(5,860)	
Supplies - Offsites	1,344	2,095	2,500	(405)	2,300	205	
Personnel Office Supply	2,644	3,000	1,000	2,000	3,000	-	
Computer Supplies	573	-	-	-	-	-	
Office Supplies-Administrati	16,728	17,500	16,500	1,000	17,500	-	
Office Supplies-2nd Floor	5	-	-	-	-	-	
Office Supplies-Maint.	2,450	3,766	3,500	266	3,500	(266)	
Postage	4,309	11,000	11,000	-	11,000	-	
Obsolete Parts Write-Off	57,022	-	-	-	-	-	
Safety Contingency Plans	-	1,000	4,000	(3,000)	3,000	2,000	
Training Supply	1,475	1,500	1,300	200	1,500	-	
Contracts & Grants Supply	-	1,000	3,000	(2,000)	1,000	-	
Supplies- IC	3,422	4,798	6,000	(1,202)	6,000	1,202	
Repair parts-grant exp	-	25,000	25,000	-	25,000	-	
	2,272,005	2,413,832	2,766,150	(352,318)	2,766,104	352,272	15%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
Pacific Gas and Electric	158,232	180,000	185,000	(5,000)	185,000	5,000	
PG&E - WC Trolley	-	30,000	100,000	(70,000)	70,000	40,000	
Telephone Svc - Concord	15,139	20,876	25,000	(4,124)	25,000	4,124	
Contra Costa Water District	23,820	26,000	26,000	-	26,000	-	
Telephone-Cellular	65,230	82,792	85,000	(2,208)	85,000	2,208	
	262,421	339,668	421,000	(81,332)	391,000	51,332	15%
Physical Damage	26,462	86,000	85,745	255	90,000	4,000	
Property Premiums	41,230	45,500	44,300	1,200	46,865	1,365	
Other Premiums	22,104	21,200	25,000	(3,800)	25,000	3,800	
UST Insurance	-	-	9,000	(9,000)	-	-	
Liability Premiums	313,703	375,000	372,300	2,700	675,000	300,000	
Insurance/Liability losses	282,052	175,000	175,000	-	175,000	-	
	685,551	702,700	711,345	(8,645)	1,011,865	309,165	44%
Property Tax	11,340	16,796	11,500	5,296	13,500	(3,296)	
Licenses / Registrations	1,625	1,500	1,500	-	2,015	515	
Fuel Storage Tank Fees	13,816	14,000	15,000	(1,000)	15,000	1,000	
Use and Other Taxes	6,908	7,000	7,500	(500)	7,500	500	
Sales Tax	160,210	141,100	250,000	(108,900)	190,000	48,900	
	193,899	180,396	285,500	(105,104)	228,015	47,619	26%
Radio Site Lease-Diablo	38,370	41,000	39,000	2,000	42,500	1,500	
Equipment Leases	6,613	8,860	7,000	1,860	9,000	140	
	44,983	49,860	46,000	3,860	51,500	1,640	3%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
Business Expense- Tran	80	-	-	-	-	-	-
Business Expense-admin	-	250	400	(150)	250	-	-
Business Expense-Fin	856	2,000	500	1,500	2,000	-	-
Board Travel	7,709	16,500	16,500	-	20,000	3,500	-
Staff Travel	59,231	50,000	50,000	-	55,000	5,000	-
CTA Dues	13,558	14,236	14,000	236	14,950	714	-
APTA Dues	32,153	35,560	35,560	-	36,650	1,090	-
Other Memberships	499	-	-	-	-	-	-
Business Expense	1,916	4,000	4,000	-	4,000	-	-
Training Program	65	25,000	25,000	-	25,000	-	-
Training / Subs-Gm	1,469	7,000	7,500	(500)	7,000	-	-
Misc exp	167	1,000	1,000	-	1,000	-	-
Employee Functions	35,842	35,000	35,000	-	35,000	-	-
Employee Awards	5,406	5,000	5,000	-	5,000	-	-
Departing Emp gifts	-	1,000	1,000	-	1,000	-	-
Paypal fees	2,903	3,800	4,100	(300)	4,000	200	-
	161,854	200,346	199,560	786	210,850	10,504	5%
Alamo Creek Shuttle	100,129	125,000	166,000	(41,000)	125,000	-	-
St. Mary's Shuttle	44,416	48,000	48,000	-	48,000	-	-
CalStateEB Rte260 Shuttle	82,670	94,100	87,440	6,660	94,100	-	-
	227,215	267,100	301,440	(34,340)	267,100	-	0%
	5,674,341	6,204,390	6,884,246	(679,856)	7,011,166	806,776	13%
			800,000	(800,000)	500,000	500,000	
	28,397,042	30,042,704	31,456,297	(1,413,593)	32,362,054	2,319,350	8%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Account Desc	FY 2016 Actual	FY 2017 Estimated	FY 2017 Budget	Over (Under) FY 2017 Budget	Proposed FY 2018 Budget	Over (Under) FY 2017 Est/Actual	Over (Under) % FY 2017 Est/Actual
Wages	90,846	98,400	98,489	(89)	100,286	1,886	
Sick Wages	-	3,000	3,300	(300)	4,360	1,360	
Holiday Pay	3,237	3,500	5,562	(2,062)	5,724	2,224	
Vacation Pay	9,378	9,200	8,489	711	8,746	(454)	
Absence pay	434	430	332	98	558	128	
Cafeteria Plan	8,618	6,711	9,894	(3,183)	9,406	2,695	
FICA	1,427	1,500	1,684	(184)	1,736	236	
PERS	14,215	13,529	12,840	689	13,497	(32)	
Medical	10,076	9,581	9,678	(97)	9,630	49	
Dental	1,535	1,546	2,100	(554)	1,592	46	
Life Insurance	891	892	920	(28)	920	28	
SUI	-	500	886	(386)	886	386	
Agency Fees/Public Info	-	-	100	(100)	-	-	
Promotions	-	-	400	(400)	-	-	
Legal Fees	-	3,000	3,000	-	3,000	-	
Building Maint Services	1,109	1,500	1,500	-	1,500	-	
Radio Maint Services	4,371	6,000	6,100	(100)	6,100	100	
Community Van Maint	6,938	20,000	5,000	15,000	5,000	(15,000)	
Office Supply, PTF	1,859	3,400	3,400	-	3,400	-	
Gas and Electric	20,881	24,000	24,000	-	25,000	1,000	
Cell Phone	1,343	1,400	1,400	-	1,450	50	
Sales Tax	14	300	400	(100)	300	-	
Purchased Trans-LINK	5,087,383	5,275,000	5,275,000	-	5,433,250	158,250	
Purchased Trans-BART	144,243	160,000	160,000	-	164,800	4,800	
Other Purch Trans	-	1,000	1,000	-	1,000	-	
Training/Subs Paratransit	-	200	500	(300)	200	-	
Other Misc Expenses	39	500	400	100	500	-	
	5,408,837	5,645,088	5,636,374	8,714	5,802,841	157,752	3%
Total Operating Expense	33,805,879	35,687,792	37,092,671	(1,404,879)	38,164,895	2,477,103	7%
<i>GASB 68 Pension</i>	(1,169,716)	-	-	-	-	-	
Total Expense	32,636,163	35,687,792	37,092,671	(1,404,879)	38,164,895	2,477,103	7%