

County Connection

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

ADMINISTRATION & FINANCE COMMITTEE MEETING AGENDA

**Wednesday, June 13, 2018
9:00 a.m.**

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

*****NEW LOCATION*****

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 May 9, 2018*
4. Closed Session:
 - a.) Conference with Labor Negotiator-Pat Glenn (pursuant to Government Code Section 54957.6)
Employee Organizations:
Amalgamated Transit Union, Local 1605
Machinists Automotive Trades District Lodge No. 1173
Teamsters, Local 856
5. Open Session: Report of Action taken in Closed Session
6. CCCTA Investment Policy-Quarterly Reporting Requirement*
7. Adjustment to Non-Represented Administrative Employees Compensation*
(Staff requests that the Committee forward to the Board of Directors for approval a 3% increase adjustment in compensation for Non-Represented Administrative Employees.)
8. Adoption of Gann Appropriations Spending Limitation for FY 2018-2019*
(Staff requests that the Committee forward to the Board of Directors for approval the Gann appropriations spending limitation of \$74,884,205 for FY 2018-19.)

*Enclosure

**Enclosure for Committee Members

***To be mailed under separate cover

****To be available at the meeting.

FY2017/2018 A&F Committee

Keith Haydon, Jr.—Clayton, Laura Hoffmeister – Concord, Don Tatzin – Lafayette, Al Dessayer-Moraga

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

9. Revised Fiscal Year 2019 Draft Budget and Ten Year Forecast*
(Staff requests that the Committee provide comments and forward the draft to the Board of Directors with a recommendation of approval to adopt the FY 2019 Budget following a public hearing.)
10. Review of Vendor Bills, May 2018**
11. Approval of Legal Services Statement, March 2018-Labor and General
12. Next Scheduled Meeting – July 11, 2018
13. 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 Katrina Lewis – 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 21, 9:00 a.m., County Connection Board Room
Administration & Finance:	Wednesday, July 11, 10:00 a.m., Hanson & Bridgett, 1676 North California Blvd., Suite 620 Walnut Creek, CA 94596
Advisory Committee:	TBA. County Connection Board Room
Marketing, Planning & Legislative:	Thursday, July 12, 9:30 a.m., Supervisor Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA 94549
Operations & Scheduling:	Friday, July 6, 8:00 a.m. City of Pleasant Hill Offices, 100 Gregory Ln, Pleasant Hill, CA 94523

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

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

INTER OFFICE MEMO

Administration and Finance Committee
Summary Minutes
May 9, 2018

The meeting was called to order at 9:00 a.m. in Walnut Creek at 1676 North California Blvd., Suite 620. Those in attendance were:

Committee Members:	Director Al Dessayer Director Don Tatzin Director Keith Haydon
Staff:	General Manager Rick Ramacier Assistant General Manager Bill Churchill Chief Operating Officer Scott Mitchell Chief Financial Officer Erick Cheung Legal – Jessica Valenti Legal – Pat Glenn Bickmore Actuary – Kevin Watts
Guests:	Ralph Hoffman

1. Approval of Agenda- Approved.
2. Public Communication- Ralph Hoffman noted a slow trend of ridership increases in fixed route and slower than population because we have not had ridership training in many years in areas of multi-family housing.
3. Approval of Minutes of April 11, 2018- Approved.
4. Closed Session:
 - a. Liability Claims (Government Code Section 54956.95) Claim against Central Contra Costa Transit Authority; Claimant: Nancy Walker
 - b. Conference with Labor Negotiator-Pat Glenn (pursuant to Government Code Section 54957.6) Employee Organizations: Amalgamated Transit Union, Local 1605; Machinists Automotive Trades District Lodge No. 1173; Teamsters, Local 856
5. Open Session: Report of Action taken in Closed Session – Direction was provided to staff.
6. OPEB Actuarial Valuation – CFO Cheung and Mr. Watts provided a summary of the OPEB Actuarial Valuation Report which is required every two years by Governmental Accounting Standards Board (GASB) Statement No. 45. County Connection's Unfunded Actuarial Accrued Liability (UAAL) as of June 30, 2018 is \$4.3 million which is a decrease of \$2.5 million since the last valuation. The primary reason for the decrease is favorable experience due to fewer new retirees electing coverage for themselves and/or their spouse and lower 2018 medical premiums than projected in the 2015 valuation which accounts for \$1.4 million. An additional \$0.9 million decrease is based on this favorable experience assumption for future retirees and spouses. The Annual Required Contribution (ARC) for FY 2018 is \$588,345. However, County Connection gets credit under implicit subsidy of \$100,568 for current employees, therefore the benefits paid to retirees and the trust should amount to \$487,777. This amount is \$142,223 less than the original FY 2018 Budget of \$630,000. The ARC for FY 2019 is \$606,839 and the amount net of credit paid to retirees and trust should be \$486,319. The FY 2019 Proposed Budget presented in the prior month includes \$667,265 based on preliminary information. The current version has been reduced by \$180,946 to agree with the actuarial report. The A&F members discussed the actuarial report with Mr. Watts to gain a better understanding of the actuarial changes. The committee accepted the report and concurred with staff's recommendation to contribute the ARC for FY 2018 and FY 2019 which was consistent with past practice. Finally, the committee agreed to forward the item to the Board of Directors as a consent item.

7. Fiscal Year 2019 Draft Budget and Ten Year Forecast – CFO Cheung reported that the FY 2019 Budget has been updated and proposes \$39.5 million in operational expenses for fixed route and paratransit with revenues to offset these costs. County Connection’s main revenue source is TDA 4.0 funds from MTC; the budget proposes using \$19.5 million which is \$1.1 million more than MTC estimates we will receive next fiscal year of \$18.3 million. This draft includes the following changes:
- a. STA Population revenue – CCTA allocated \$3.9 million to County Connection which is an increase of \$1.1 million in revenue in FY 2019.
 - b. Lifeline revenue – CCTA is responsible for allocating the Lifeline funds and based on the estimates there is approximately \$400 thousand annually available over the next two years. This is a competitive process and the amount is still unknown how much will be allocated to agencies. For FY2019, staff reduced the amount from \$500 thousand to \$300 thousand, since there are at least two application submittals for Central Contra Costa County. For future years, the forecast assumes \$400 thousand, since the other applicant would not be eligible for future funding under the funding guidelines.
 - c. Other Post-Employment Benefits (OPEB) expense – County Connection received an updated OPEB valuation report which the Unfunded Actuarial Accrued Liability (UAAL) as of June 30, 2018 is \$4.3 million, a decrease of \$2.5 million since the valuation two years ago. The liability decrease is due to fewer new retirees electing coverage for themselves and/or their spouse and lower 2018 medical premiums than projected in the 2015 valuation. Therefore, the OPEB expense is less than originally presented in April for FY 2018 and FY 2019 for \$138 thousand and \$181 thousand, respectively.
 - d. General Liability, Property and Employment Practices Liability insurance expense – County Connection is a part of CalTIP for general liability and property insurance. In late April, CalTIP informed members that premiums will increase 20% due to claims losses and fewer providers of insurance coverage. Staff had preliminarily assumed insurance increase of \$46 thousand (10%), but has been revised to \$95 thousand for a total of \$555 thousand for FY 2019.
 - e. Workers Compensation expense – Staff increased FY 2018 workers compensation estimated expense by \$200 thousand based on possible claim settlements.
 - f. Sales Tax expense – Increase sales tax expense due to rising diesel fuel costs between 20%-30% over the previous year. The increase for FY 2018 and FY 2019 is \$5 thousand and \$30K, respectively.
 - g. Contingency expense – Increase the contingency for \$300 thousand due to timing of STA funds and labor negotiations in FY 2019.
 - h. TDA Revenue needed – The net impact is an increase of TDA reserves of \$618 thousand in FY 2019 from \$8.3 million to \$8.9 million.
 - i. The Ten Year Financial Forecast – The Board requested that the SB1 revenue and PERS Unfunded Actuarial Liability expense be shown on its own line.

The A&F Committee accepted the report and forwarded to the Board.

8. Review of Vendor Bills, April 2018 - Reviewed.
9. Legal Services Statement, February 2018 General & Labor- Approved.
10. Adjournment- The meeting was adjourned. The next meeting is set for scheduled Wednesday, June 13th at 9:00 am and July 11th at 10:00 am at 3338 Mt. Diablo Blvd, Lafayette, CA.

Erick Cheung, Chief Financial Officer

County Connection



INTER OFFICE MEMO

TO: Administration & Finance Committee

DATE: May 29, 2018

FROM: Rick Ramacier
General Manager

SUBJECT: CCCTA Investment Policy – Quarterly Reporting Requirement

Attached please find CCCTA's Quarterly Investment Policy Reporting Statement for the quarter ending March 31, 2018.

This certifies that the portfolio complies with the CCCTA Investment Policy and that CCCTA has the ability to meet the pool's expenditure requirements (cash flow) for the next six (6) months.

CCCTA

BANK CASH AND INVESTMENT ACCOUNTS (ROUNDED OFF TO NEAREST \$)

FINANCIAL INST	ACCT #	TYPE	PURPOSE	PER BANK	PER BANK	PER BANK	PER GL*
				SEP 2017	DEC 2017	MAR 2018	MAR 2018
FIXED ROUTE							
UNION BANK	274-00-26650	CHECKING	AP GENERAL	\$ 909,348	\$ 992,207	\$ 560,811	\$ 395,908
UNION BANK	274-00-26693	CHECKING	PAYROLL	\$ 80,438	\$ 76,517	\$ 59,363	\$ 45,990
UNION BANK	274-00-26723	CHECKING	CAPITAL PURCHASES	\$ 243,501	\$ 255,072	\$ 254,837	\$ 250,000
UNION BANK	274-00-26715	CHECKING	WORKERS' COMP - CORVEL	\$ 87,633	\$ 150,186	\$ 122,473	\$ 50,519
UNION BANK	274-00-26685	CHECKING	PASS SALES	\$ 81,354	\$ 67,335	\$ 25,052	\$ 25,052
PAYPAL	27SAXUUFL9732	CHECKING	PAYPAL-PASS SALES	\$ 2,134	\$ 458	\$ 680	\$ 680
			TOTAL	\$ 1,404,408	\$ 1,541,775	\$ 1,023,216	\$ 768,149
PARATRANSIT							
UNION BANK	274-00-26669	CHECKING	AP GENERAL	\$ 423,310	\$ 255,047	\$ 687,414	\$ 260,758
			TOTAL	\$ 423,310	\$ 255,047	\$ 687,414	\$ 260,758
LAIF FUND							
LAIF ACCOUNT	4007001	INT-INVEST	OPERATING FUNDS	\$ 9,179,308	\$ 10,264,117	\$ 7,763,798	\$ 7,763,798
LAIF ACCOUNT		INT-INVEST	2014-15 Rolling Stock	\$ 369,334	\$ 369,014	\$ 370,136	\$ 370,136
LAIF ACCOUNT		INT-INVEST	Lifeline Bus Stop Access	\$ 84,885	\$ 84,713	\$ 84,960	\$ 84,960
LAIF ACCOUNT		INT-INVEST	Facility Rehab	\$ 3,040,785	\$ 3,046,213	\$ 2,944,121	\$ 2,944,121
LAIF ACCOUNT		INT-INVEST	LCTOP - Martinez Shuttle	\$ 237,099	\$ 167,340	\$ 96,404	\$ 96,404
LAIF ACCOUNT		INT-INVEST	LCTOP - Electric Trolley	\$ 175,533	\$ 169,729	\$ 166,147	\$ 166,147
LAIF ACCOUNT		INT-INVEST	Safe Harbor Lease Reserve	\$ 1,461,799	\$ 1,465,759	\$ 1,470,210	\$ 1,470,210
LAIF ACCOUNT		FMV ADJ.	Fair Market Value Adjustment for Year-End	\$ -	\$ -	\$ -	\$ -
			TOTAL	\$ 14,548,743	\$ 15,566,885	\$ 12,895,776	\$ 12,895,776
CCCTA EMPLOYEE							
UNION BANK	274-00-26677	CHECKING	EMPLOYEE FITNESS FUND	\$ 9,297	\$ 9,887	\$ 10,439	\$ 10,439
UNION BANK	274-00-26502	CHECKING	EMPLOYEE FUNCTION	\$ 508	\$ 508	\$ 508	\$ 508
			TOTAL	\$ 9,805	\$ 10,395	\$ 10,947	\$ 10,947
GRAND TOTAL				\$ 16,386,266	\$ 17,374,102	\$ 14,617,353	\$ 13,935,630

KLM

* GL balances reduced by outstanding checks and increased by deposits in transit, if any.

This is to certify that the portfolio above complies with the CCCTA Investment Policy and that CCCTA has the ability to meet its expenditures (cash flow) for the next six months.



Rick Ramacier
General Manager

County Connection

INTER OFFICE MEMO

To: A&F Committee

Date: June 4, 2018

From: Lisa Rettig 
Director of Human Resources

Subject: Adjustment to Non-
Represented Administrative
Employees Compensation

Approved By: 

SUMMARY OF ISSUES:

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

It looks reasonably certain that for FY19 the Authority can prudently afford an increase for these non-represented employees.

The General Manager requests a 3% increase for all satisfactorily performing administrative employees effective July 1, 2018. This is the same percentage increase included in the MOUs for the represented employees.

In previous years, the General Manager has also requested a Merit Pool for Management employees. Many Management employees received an increase with the Reorganization last year. The General Manager intends to give a 3% increase to all management employees with a couple of exceptions. The General Manager requests a Merit Pool of \$5,000 for select senior management employees.

FINANCIAL IMPLICATIONS:

The cost for the above increases will not exceed \$138,606; this amount is included in the FY19 Budget.

ACTION REQUESTED:

Forward to the Full Board with recommended approval of Resolution 2018-019.

FY 2019 PAYSCALE

STEPS

GRADE	POSITION	1 (MIN)	2	3	4	5	6	7	8	9 (MAX)
GRADE 13	ASSISTANT GENERAL MANAGER ADMINISTRATION	149,350								200,850
	CHIEF OPERATING OFFICER	149,350								200,850
	CHIEF FINANCIAL OFFICER	149,350								200,850
GRADE 12	DIRECTOR OF HUMAN RESOURCES	93,998								181,836
	DIRECTOR OF TRANSPORTATION	93,998								181,836
	DIRECTOR OF PLANNING & MARKETING	93,998								181,836
	DIRECTOR OF MAINTENANCE	93,998								181,836
	DIRECTOR OF IT	93,998								181,836
	DIRECTOR OF INNOVATION & MOBILITY	93,998								181,836
	DIRECTOR OF RECRUITMENT & EE DEV/DBE OFFICER	93,998								181,836
GRADE 11	MGR. OF ACCOUNTING	73,672								144,200
	MGR. TRAINING	73,672								144,200
	MGR. ACC SERVICE	73,672								144,200
	MGR. TRANSPORTATION	73,672								144,200
	MGR. PLANNING	73,672								144,200
	MGR. PURCHASING AND GRANTS	73,672								144,200
	FACILITY SUPERINTENDENT	73,672								144,200
	SYSTEM/NETWORK ADMINISTRATOR	73,672								144,200
	DEVELOPER	73,672								144,200
GRADE 10	TRAINING COORDINATOR	67,807								92,177
	ASST. TO THE GM/CFO & BOARD CLERK	67,807								92,177
	ASST. MGR. CUST SERVICE	67,807								92,177
	PLANNER/COMMUNITY LIASON	67,807								92,177
	CHIEF SCHEDULER	67,807								92,177
GRADE 9	ASST. FACILITIES SUPER. BUYER	62,397	64,915	67,459	70,190	72,949	75,921	78,921	82,134	
	MAINTENANCE ASSISTANT	62,397	64,915	67,459	70,190	72,949	75,921	78,921	82,134	
GRADE 8	PAYROLL SUPERVISOR	56,666	58,916	61,299	63,683	66,281	68,932	71,717	74,529	
	SERVICE SCHEDULER	56,666	58,916	61,299	63,683	66,281	68,932	71,717	74,529	
	HELP DESK & USER SUPPORT	56,666	58,916	61,299	63,683	66,281	68,932	71,717	74,529	
	HR SPECIALIST	56,666	58,916	61,299	63,683	66,281	68,932	71,717	74,529	
	SR. ACCOUNTING ASSIST. FACILITY SPECIALIST	56,666	58,916	61,299	63,683	66,281	68,932	71,717	74,529	

FY 2019 PAYSACLE

STEPS

GRADE	POSITION	1 (MIN)	2	3	4	5	6	7	8	9 (MAX)
GRADE 7	DATA ANALYST	51,498	53,640	55,729	57,952	60,335	62,692	65,209	67,807	67,807
	ASST. SCHEDULER	51,498	53,640	55,729	57,952	60,335	62,692	65,209	67,807	67,807
	PAYROLL SPECIALIST	51,498	53,640	55,729	57,952	60,335	62,692	65,209	67,807	67,807
	ADMIN ASST. III	51,498	53,640	55,729	57,952	60,335	62,692	65,209	67,807	67,807
	SENIOR CUSTOMER SERVICE REP	51,498	53,640	55,729	57,952	60,335	62,692	65,209	67,807	67,807
GRADE 6	C.S REP.	46,811	48,740	50,695	52,676	54,819	57,015	59,264	61,621	61,621
	ADA SPECIALIST	46,811	48,740	50,695	52,676	54,819	57,015	59,264	61,621	61,621
GRADE 5	LEAD CUSTODIAN	38,617	40,143	41,777	43,437	45,178	47,026	48,847	50,828	50,828
GRADE 4	CUSTODIAN	35,135	36,528	37,974	39,554	41,107	42,768	44,455	46,249	46,249

INTER OFFICE MEMO

To: Administration and Finance Committee

Date: June 13, 2018

From: Erick Cheung, Chief Finance Officer

SUBJECT: Adoption of Gann Appropriations Spending Limitation for FY 2018-2019

Summary of Issues:

Pursuant to California Constitution Article XIII (B) (Proposition 4), public entities are required to conform to budgetary guidelines set forth in the Gann Initiative. The purpose of Article XIII (B) is to constrain fiscal growth in government by limiting the proceeds of taxes that may be appropriated each year. Each year's limit may be adjusted for changes in cost of living (*California per capita income*) and population. For special districts, if the district is located entirely within one county, the *county's population* change factor is to be used. That is the case with County Connection. The limit may also be changed in the event of a transfer of fiscal responsibility.

The California Revenue and Taxation Code, section 2227, mandates that the Department of Finance transmit an estimate of the percentage change in population to local governments. The Department of Finance also transmits the change in the cost of living, or price factor.

The formula for calculating the appropriations spending limit is:

1. Population percentage change x price increase/decrease factor=ratio of change
2. Ratio of change x 2017-18 spending limit = 2018-19 spending limit.

Based on the above formula, the spending limit for County Connection is:

1. Population percentage change x price increase/decrease factor=ratio of change
 $1.0088 \times 1.0367 = 1.0458$
2. Ratio of change x 2017-2018 spending limit =2018-2019 spending limit:
 $1.0458 \times \$71,604,709 = \$74,884,205$

Based on the above calculations, **the Gann appropriations spending limit for FY 2018-2019 is \$74,884,205** (Exhibit A). The actual County Connection non-federal appropriations budget for FY 2018-2019 is \$40,235,096, which is \$34,649,109 below the spending limitation.

Recommendation:

By State law, the County Connection Board of Directors must adopt an appropriations limitation. The staff requests that the A&F Committee recommend the Board of Directors approve the Gann appropriations spending limitation of \$74,884,205 for FY 2018-19.

**NOTICE OF DETERMINATION
COMPUTATION OF GANN APPROPRIATIONS SPENDING LIMIT FOR FY 2019**

Set out below is the methodology proposed to calculate the FY 2019 appropriations limit for County Connection.

The limit as set forth below will be considered and adopted at the meeting of the Board of Directors on June 21, 2018:

Contra Costa County change in population		0.88	
Converted to a ratio	1.0088		
Percentage change in per capita personal income		3.67	
Converted to a ratio	1.0367		
 <i>Source: California Department of Finance</i>			
Ratio of change:			
1.0088 x 1.0367 =		1.0458	(1)
FY 2018 appropriations limit		<u>\$71,604,709</u>	(2)
FY 2019 appropriations limit		\$74,884,205	(1)*(2)
FY 2019 operating budget	\$39,474,896		
Less expenses paid by federal monies	<u>-\$1,392,800</u>		
	\$38,082,096		
FY 2019 capital budget	\$6,589,000		
Less expenses paid by federal monies	<u>-\$4,436,000</u>		
	\$2,153,000		
Operating and capital appropriation		<u>\$40,235,096</u>	
Under limit		<u><u>\$34,649,109</u></u>	

RESOLUTION NO. 2018-___

BOARD OF DIRECTORS
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STATE OF CALIFORNIA

* * *

ADOPT AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2018-19

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

WHEREAS, Government Code Section 7910 requires the CCCTA to adopt an appropriations limit for each fiscal year;

WHEREAS, Government Code Section 7910 requires that, fifteen (15) days prior to adoption of the CCCTA appropriations limit, documentation used in determination of the limit, and other necessary determinations, shall be available to the public;

WHEREAS, CCCTA staff has prepared the appropriations limit documentation (attached hereto and marked Exhibit A) which has been made available to the public for review more than fifteen (15) days prior to the date this resolution was scheduled for consideration by the Board.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the CCCTA Board of Directors that pursuant to Article XIII B of the California State Constitution and SB 1352 (1980 Stats.), the appropriations limit for the Central Contra Costa Transit Authority shall be \$74,884,205, which shall be applicable to fiscal year 2018-19 as set forth in the attached appropriations limit documentation.

Regularly passed and adopted this 21st day of June, 2018 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Rob Schroder, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

To: Administration & Finance Committee

Date: June 13, 2018

From: Erick Cheung, Chief Finance Officer

SUBJECT: Revised Fiscal Year 2019 Draft Budget and Ten Year Forecast

SUMMARY:

County Connection's Fiscal Year (FY) 2019 Draft Budget and Financial Forecast has been revised based on current information and input from the Administration and Finance Committee's (Committee). Staff requests that the Committee provide any additional comments and recommend forwarding the revised FY 2019 Draft Budget and Financial Forecast to the Board. The Board of Directors will be requested to review and comment, so that a final draft will be prepared for adoption in June following a public hearing.

The FY 2019 Draft Budget proposes \$39.5 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 \$18.5 million of TDA 4.0 funds, which is \$0.2 million more than MTC estimates we will receive next fiscal year. Therefore, we would be reducing our TDA reserves and have a balance of \$9.9 million by the end of the fiscal year. *By FY 2023, the reserve balance will be a negative \$1.6 million which currently assumes State Assembly Bill 1 (SB1) revenue will not be repealed in November.* In April, the Board was presented with service adjustments and fare options and both will be moving forward through a public process for review and consideration. The public process will begin in the weeks to come and continue for several months.

The FY 2019 Draft Budget and Ten Year Forecast reflect the operations as it currently exists; any of the changes mentioned earlier require additional public input and Board approval. In regards to SB1 funds, these funds are included in the State Transit Assistance (STA) based funds. Beginning this year, MTC gave the authority to Contra Costa Transportation Authority (CCTA) as the Congestion Management Agency for Contra Costa County to allocate STA Population based funds. For FY 2019, the CCTA Board in April allocated \$3.9 million (\$8.3 million countywide) STA funds based on MTC past practice to County Connection, due to limited timing and possible repeal of SB1. CCTA will work on a new process next year to allocate the non-guarantee portion of the STA Population funds. In May, MTC staff notified County Connection that SB1 funds received for FY 2018 will be allocated in FY 2019, which is separate from the amounts allocated by CCTA. County Connection will receive an additional \$1.0 million in FY 2019 from MTC.

The following are the changes from the FY 2019 Draft Budget that was presented in April:

- a) STA Population revenue – As noted above, MTC allocated \$1.0 million to County Connection which means we will receive \$3.3 million in SB1 funds in FY 2019 with \$2.1 million being one time in nature.
- b) TDA Revenue needed – The net impact is an increase of TDA reserves of \$1.0 million in FY 2019 from \$8.9 million to \$9.9 million.

Overview of FY 2019 Proposed Budget

Expenses

The FY 2019 Draft Operating Budget is \$39.5 million which is \$2.4 million or 6.4% more than the FY 2018 estimated amount (increase of \$1.0 million or 2.7% of FY 2018 Budget). The budget includes an operating contingency of \$800,000. The following highlights the proposed expenses and comparing them to the FY 2018 estimated and budget amount:

Category for Fixed Route and Paratransit	Description	(\$ In Thousands)						
		Proposed FY 2019 Budget Amount	Estimated FY 2018 Amount	Amount Over (Under) Estimate	% Over (Under) Estimate	Budget FY 2018 Amount	Amount Over (Under) Budget	% Over (Under) Budget
Wages/Fringe Benefits Paid Time Off	Includes increases of 3% based on forecast as current MOUs will expire next fiscal year.	\$ 17,502	\$ 16,964	\$ 538	3.1%	\$ 16,958	\$ 544	3.1%
Fringe Benefits Other	FY 2019, includes higher pension costs related to PERS reducing discount rate which raises employer rate and unfunded actuarial liability payment. Budget assumes fully staffed and higher medical premium increases of 6% which effect the cafeteria plan. Updated the OPEB expense which resulted in a lower amount for FY 2018 and FY 2019. Finally, increased workers compensation expense for FY2018 for possible settlements.	\$ 8,284	\$ 8,077	\$ 207	2.5%	\$ 8,050	\$ 234	2.8%
Services	Services includes legal fees, service repair, IT agreements and promotions are higher due to legal costs for labor negotiations and additional work related to potential service adjustment.	\$ 2,254	\$ 2,091	\$ 163	7.2%	\$ 2,101	\$ 153	6.8%
Materials and supplies	Diesel fuel prices have risen, but the FY 2018 estimated amount is still lower than the FY 2018 Budget. The FY 2019 Budget assumes gas prices continue rising from estimated FY 2018.	\$ 2,914	\$ 2,581	\$ 333	11.4%	\$ 2,948	\$ (34)	-1.2%
Utilities	Reflects higher cellular telephone costs as unlimited 3G plans are no longer available for buses and staff is currently looking for new options.	\$ 381	\$ 375	\$ 6	1.6%	\$ 347	\$ 34	8.9%
Casualty and liability	General liability premiums will increase 20%.	\$ 953	\$ 826	\$ 127	13.3%	\$ 851	\$ 102	10.7%
Other	Taxes, Leases & Rental & Miscellaneous expense categories.	\$ 539	\$ 498	\$ 41	7.6%	\$ 491	\$ 48	8.9%
Purchased transportation	The contract was extended one year for 3%	\$ 5,848	\$ 5,677	\$ 171	2.9%	\$ 5,866	\$ (18)	-0.3%
Contingency	Estimated contingency.	\$ 800	\$ -	\$ 800	100.0%	\$ 500	\$ 300	37.5%
	Total	\$ 39,475	\$ 37,089	\$ 2,386	6.0%	\$ 38,112	\$ 1,363	3.5%

Revenues

The FY2019 Draft Budget for revenues 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 2019 Budget Amount	Estimated FY 2018 Amount	Amount Over (Under) Estimate	% Over (Under) Estimate	Budget FY 2018 Amount	Amount Over (Under) Budget	% Over (Under) Budget
Fare/Special Fare Revenue	Cash and pass fare revenue continue to decline and estimated to decline 2% in FY 2019.	\$ 4,599	\$ 4,668	\$ (69)	-1.5%	\$ 4,905	\$ (306)	-6.7%
Federal Grants	Federal Grants are mainly for Paratransit Services.	\$ 1,393	\$ 1,389	\$ 4	0.3%	\$ 1,375	\$ 18	1.3%
State Grants	Increase in STA revenue with the inclusion of SB1 for FY 2019. \$2.1 million is one time in nature SB1 funds.	\$ 6,060	\$ 2,745	\$ 3,315	54.7%	\$ 2,744	\$ 3,316	54.7%
TDA	Funds of last resort and County auditor's office estimates growth of 3% in FY 2019.	\$ 18,856	\$ 19,536	\$ (680)	-3.6%	\$ 20,702	\$ (1,846)	-9.8%
Measure J	Increase for FY 2018 is expected to increase only 1.9%. Also, cleanup payments from CCTA for previous year not expected to exceed estimates.	\$ 6,345	\$ 6,230	\$ 115	1.8%	\$ 6,070	\$ 275	4.3%
Bart Express	Funds bus service to BART stations.	\$ 826	\$ 807	\$ 19	2.3%	\$ 807	\$ 19	2.3%
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 sources.	\$ 300	\$ 500	\$ (200)	-66.7%	\$ 500	\$ (200)	-66.7%
Advertising & Other Revenue	Includes Advertising revenue, interest income, and miscellaneous income.	\$ 951	\$ 1,069	\$ (118)	-12.4%	\$ 864	\$ 87	9.1%
Total		\$ 39,475	\$ 37,089	\$ 2,386	6.0%	\$ 38,112	\$ 1,363	3.5%

Capital Program

FY 2019 Proposed Budget includes \$6.6 million in capital purchases (see PP.6 of the FY 2019 Budget). The majority of the expenses are for the purchase of 42 paratransit vehicles.

Key Assumptions Used for the Ten-Year Financial Forecast

Operating Revenues

- Passenger fares peaked in FY 2013 for fixed route and have continued to decline since then. The proposed budget for FY 2019 is \$2.6 million which assumes a slight decrease from the estimated FY 2018 amount of \$2.6 million and stay level at \$2.6 million as we have seen the decline decrease over the last several years.
- STA revenue for FY 2019 is estimated by MTC and assumes a 2% growth rate in the out years. Additional discussion regarding SB1 is shown below under TDA Reserves section.
- Measure J is projected to grow at the rate used in the Authority's revised Measure J Strategic Plan published in 2016 which averages 3.75% from FY 2018 to FY 2033.
- LCTOP Funds improved from \$0.3 million in FY 2018 to \$0.75 million in FY 2019. This amount is assumed to increase annually by 3%. The new LCTOP guidelines require that half of the funds received can be for operating funds that serve the DAC. Staff has proposed a new Martinez/Amtrak to Bart route which would be eligible and the forecast assumes \$0.4 million with inflation will continue. Also, half of the funds must be used for capital projects which will be currently used for the electric bus project.
- Lifeline Funds is budgeted for \$0.3 million in FY 2019, but these funds will need to be approved and allocated by CCTA. Lifeline appears to continue and we are currently assuming the \$0.4 million will continue in the future.

Operating Expenses

The forecast assumes that the service levels will remain the same and 3% wage increases per the last approved MOUs continue into future years. A 2.85% growth rate in the out years has been used for fixed route nonwage expenses except as noted in the following bullets:

- Cafeteria plan expenses are assumed to increase at 4% per year.
- County Connection was able to absorb most of the impact from the Great Recession in regards to pension and was 99.9% funded in FY 2017, since pension benefits were not enhanced in the early 2000's like many other agencies. But, additional changes were required to amend the forecast to reflect the CalPERS Board reducing the discount rate from 7.5% to 7.0% in December of 2016. There is an 8 year phase in of the new discount rate beginning in FY 2019, which is why the employer rate is increasing from 7.471% to 8.114%. The employer rate will continue to rise to 9.4% by FY 2021 and would remain level assuming no further changes by CalPERS. Also, as the discount rate is being reduced and phasing in investment losses in previous fiscal years, the Unfunded Actuarial Liability (UAL) payments will rise from \$47 thousand in FY 2018 to \$1.2 million by FY 2023. The following changes have been incorporated into the forecast and a summary is shown below:

PERS FORECAST									
Employer Contribution Rate	7.105%	8.997%	7.553%	7.471%	8.114%	8.500%	9.400%	9.400%	9.400%
Funded Status (b)	89.6%	95.1%	99.9%	95.8%	88.9%	-			
	Actual			Estimate	Budget (a)	Forecast			
Description	2015	2016	2017	2018	2019	2020	2021	2022	2023
Wage based pension costs	\$1,535,367	\$1,744,048	\$1,522,798	\$1,631,741	\$1,777,435	\$2,225,996	\$2,440,306	\$2,513,516	\$2,588,922
UAL costs	\$0	\$0	\$0	\$47,020	\$210,673	\$412,000	\$679,000	\$973,000	\$1,226,000
Total costs	\$1,535,367	\$1,744,048	\$1,522,798	\$1,678,761	\$1,988,108	\$2,637,996	\$3,119,306	\$3,486,516	\$3,814,922

(a) In December 2016, CalPERS Board approved reducing discount rate from 7.5% to 7% which results in higher employer rates for FY 2019.

(b) Information from CalPERS Actuarial Valuations which are always three years prior to current fiscal year.

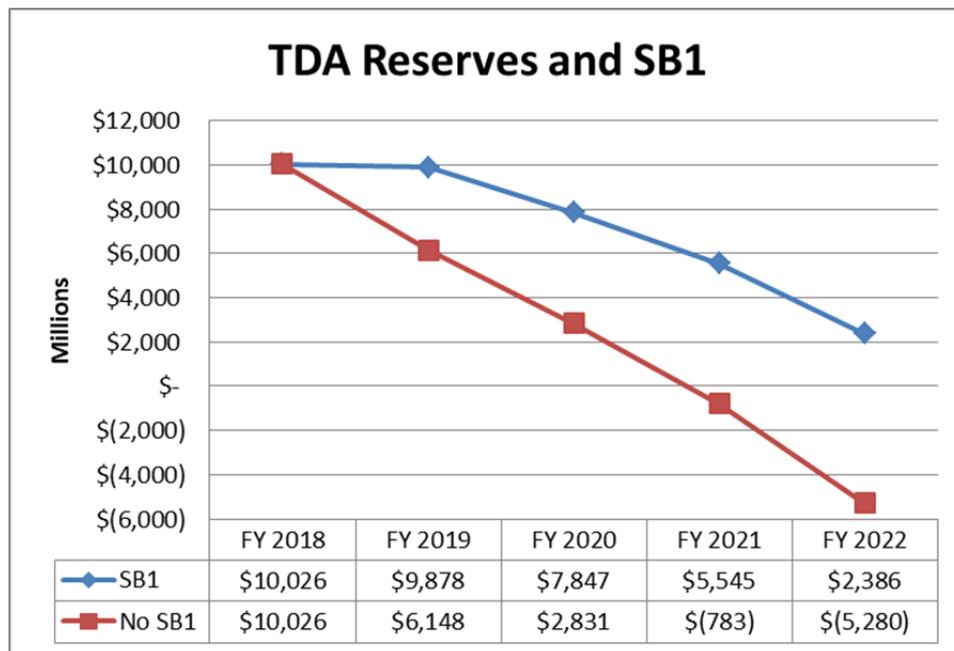
TDA Reserve

As stated earlier, the reserves are estimated to be \$9.9 million by the end of FY 2019. This is a significant difference from the FY 2018 Budget; the reserves were estimated to be \$472 thousand by 2020 compared to \$7.9 million in the current forecast. The major differences are additional revenues from SB1 and increased sales tax estimates for \$3.6 million and \$407 thousand, respectively. Even with the additional revenues, the reserve is expected to decline to \$2.3 million in FY 2022 and would go negative the following year. The main reason as shown above is the rising costs of pension.

SB1 has provided needed additional funding for the coming year and the future, while it doesn't resolve all our financial issues it is part of the solution. At the current time, there is a petition to repeal SB1 funding that could be on the November 2018 ballot. If SB1 funds were not coming in, County Connection would lose \$3.6 million next fiscal year and the TDA reserve would be negative \$783 thousand in FY 2021 (see table below). The following is a summary of STA funds with/without SB1:

STA Funds	SB 1 Amount	No SB1 Amount	Difference	Notes
Guarantee Portion of Population	\$ 2,853,503	\$ 1,591,562	\$ (1,261,941)	CCTA due to timing has allocated the full amount based on population for year 1 but a program will probably be implemented in the following year. Since SB1 began on November 1, 2017, MTC allocated amounts received for FY 2018 in FY 2019. Without SB1 funds, revenue would have been flat due to LA Metro sales tax measure shifting revenue to them and our statewide percentage would decrease from 0.06% to 0.44%. SGR funded through SB1. Assumes we would receive through non-guarantee portion.
Non Guarantee Portion of Population	\$ 1,088,562	\$ -	\$ (1,088,562)	
Population Small Operator	\$ 995,164	\$ -	\$ (995,164)	
Revenue Based	\$ 628,747	\$ 482,118	\$ (146,629)	
State of Good Repair	\$ 119,162	\$ -	\$ (119,162)	
Lifeline	\$ 300,000	\$ 300,000	\$ -	
Total	\$ 5,985,138	\$ 2,373,680	\$ (3,611,458)	

The following is a summary of the TDA reserves with and without SB1:



RECOMMENDATION:

Staff requests that the Committee provide comments and forward the draft to the Board of Directors with a recommendation of approval to adopt the FY 2019 Budget following a public hearing.

ATTACHMENTS:

Attachment A – Operating and Capital Budget Fiscal Year 2019

Attachment B – Budget Resolution

County Connection

Operating and Capital Budget

Fiscal Year 2019



Concord, California

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

County Connection

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

**Fiscal Year 2019
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County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2019 BUDGET SUMMARY

	ESTIMATED FY 2018	ADOPTED BUDGET FY 2018	%	PROPOSED BUDGET FY 2019	PROPOSED OVER/(UNDER) ESTIMATED
			VARIANCE		
Operations					
Fixed Route	\$ 31,456,897	\$ 32,309,417	-2.6%	\$ 33,591,843	6.8%
Paratransit	\$ 5,632,031	\$ 5,802,841	-2.9%	\$ 5,883,053	4.5%
Subtotal	\$ 37,088,928	\$ 38,112,258	-2.7%	\$ 39,474,896	6.4%
Capital					
Fixed Route	\$ 931,000	\$ 931,000	0.0%	\$ 1,049,000	12.7%
Paratransit	\$ -	\$ -	N/A	\$ 5,540,000	N/A
Subtotal	\$ 931,000	\$ 931,000	0.0%	\$ 6,589,000	607.7%
Grand Total	\$ 38,019,928	\$ 39,043,258	-2.6%	\$ 46,063,896	21.2%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2019 BUDGET- OPERATING EXPENDITURES

Category	ACTUAL FY 2017	ESTIMATED FY 2018	ADOPTED FY 2018	FY 2018 Estimate vs Budget		PROPOSED FY 2019	FY2019 vs 2018 Estimate	
				Amount +/-	% +/-		Amount +/-	% +/-
Fixed Route								
Wages	\$ 13,633,322	\$ 14,389,725	\$ 14,502,281	\$ (112,556)	-0.8%	\$ 14,927,082	\$ 537,357	3.7%
Fringe benefits-paid time off	2,215,137	\$ 2,452,270	2,355,738	96,532	4.1%	2,401,874	(50,396)	-2.1%
Fringe benefits-other	7,806,120	\$ 8,025,071	7,992,872	32,199	0.4%	8,207,313	182,242	2.3%
Total Wages and benefits	23,654,579	\$ 24,867,066	24,850,891	16,175	0.1%	25,536,269	669,203	2.7%
Services	1,756,448	\$ 2,063,766	2,084,732	(20,966)	-1.0%	2,215,799	152,033	7.4%
Materials and supplies	2,114,113	\$ 2,577,526	2,944,464	(366,938)	-12.5%	2,910,125	332,599	12.9%
Utilities	296,670	\$ 348,410	321,000	27,410	8.5%	352,550	4,140	1.2%
Casualty and liability	676,984	\$ 825,865	850,865	(25,000)	-2.9%	952,551	126,686	15.3%
Taxes	184,435	\$ 229,515	228,015	1,500	0.7%	261,515	32,000	13.9%
Leases and rentals	48,466	\$ 51,500	51,500	-	0.0%	52,775	1,275	2.5%
Miscellaneous	178,397	\$ 216,249	210,850	5,399	2.6%	224,949	8,700	4.0%
Purchased transportation	269,414	\$ 277,000	267,100	9,900	3.7%	285,310	8,310	3.0%
Total Other Expenses	5,524,927	\$ 6,589,831	6,958,526	(368,695)	-5.3%	7,255,574	665,743	10.1%
Subtotal	29,179,506	\$ 31,456,897	31,809,417	(352,520)	-1.1%	32,791,843	1,334,946	4.2%
Contingency			500,000	(500,000)	-100.0%	800,000	800,000	N/A
Subtotal	29,179,506	\$ 31,456,897	32,309,417	(852,520)	-2.6%	33,591,843	2,134,946	6.8%
Paratransit								
Wages	72,816	\$ 122,310	100,286	22,024	22.0%	172,525	50,215	41.1%
Fringe benefits	51,722	\$ 52,141	57,055	(4,914)	-8.6%	76,378	24,237	46.5%
Total Wages and benefits	124,538	\$ 174,451	157,341	17,110	10.9%	248,903	74,452	42.7%
Services	26,772	\$ 26,818	15,600	11,218	71.9%	38,600	11,782	43.9%
Materials and supplies	4,291	\$ 3,312	3,400	(88)	-2.6%	4,400	1,088	32.9%
Utilities	23,393	\$ 26,700	26,450	250	0.9%	27,500	800	3.0%
Taxes	-	\$ 150	300	(150)	-50.0%	300	150	100.0%
Miscellaneous	382	\$ 600	700	(100)	-14.3%	850	250	41.7%
Purchased transportation	5,039,996	\$ 5,400,000	5,599,050	(199,050)	-3.6%	5,562,500	162,500	3.0%
Total Other Expenses	5,094,834	\$ 5,457,580	5,645,500	(187,920)	-3.3%	5,634,150	176,570	3.2%
Subtotal	5,219,372	\$ 5,632,031	5,802,841	(170,810)	-2.9%	5,883,053	251,021	4.5%
Total Operating Expenses	\$ 34,398,878	\$ 37,088,928	38,112,258	\$ (1,023,330)	-2.7%	\$ 39,474,896	\$ 2,385,968	6.4%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2019 BUDGET- OPERATING REVENUES

Category	ACTUAL FY 2017	ESTIMATE FY 2018	ADOPTED FY 2018	FY 2018 Estimate vs Budget		PROPOSED FY 2019	FY2019 vs 2018 Estimate	
				Amount +/-	% +/-		Amount +/-	% +/-
Fixed Route								
Fare revenue	\$ 2,760,782	\$2,632,279	\$2,852,100	\$ (219,821)	-7.7%	\$ 2,559,459	\$ (72,820)	-2.8%
Special service revenue	1,480,747	1,527,837	\$1,545,029	(17,192)	-1.1%	1,531,293	3,456	0.2%
	4,241,529	4,160,116	4,397,129	(237,013)	-5.4%	4,090,752	(69,364)	-1.7%
Advertising revenue	582,500	589,500	589,500	-	0.0%	594,540	5,040	0.9%
Non-Operating rev	164,747	340,925	136,438	204,487	149.9%	194,677	(146,248)	-42.9%
Low Carbon Transit Ops Prog	305,582	285,190	285,190	-	0.0%	375,377	90,187	31.6%
Other State Grants	149,678	93,535	93,535	-	0.0%	119,162	25,627	27.4%
STA Population and Revenue	1,658,179	1,612,760	1,612,760	-	0.0%	4,937,229	3,324,469	206.1%
TDA 4.0	16,228,987	18,522,770	19,148,700	(625,930)	-3.3%	17,248,537	(1,274,233)	-6.9%
Measure J	4,493,370	4,399,448	4,543,512	(144,064)	-3.2%	4,735,106	335,658	7.63%
BART Express Funds	693,935	807,314	807,314	-	0.0%	826,124	18,810	2.3%
Dougherty Valley Dev Fees	-	-	50,000	(50,000)	-100.0%	25,000	25,000	N/A
Other Local Grants	15,664	-	-	-	100.0%	-	-	N/A
RM 2/Other- Express	145,339	145,339	145,339	-	0.0%	145,339	-	0.0%
Lifeline	500,000	500,000	500,000	-	0.0%	300,000	(200,000)	-40.0%
Subtotal	29,179,510	31,456,897	32,309,417	(852,520)	-2.6%	33,591,843	2,134,946	6.8%
Paratransit								
Fare revenue	515,182	\$507,500	507,500	-	0.0%	507,500	-	0.0%
Non-Operating revenue	-	100	100	-	0.0%	100	-	0.0%
FTA Section 5307	988,499	1,375,000	1,375,000	-	0.0%	1,380,000	5,000	0.4%
FTA Preventive Maintenance	14,451	14,064	-	14,064	N/A	12,800	(1,264)	-9.0%
TDA 4.5	770,897	800,163	771,677	28,486	3.7%	869,577	69,414	8.7%
TDA 4.0	655,727	213,139	729,197	(516,058)	N/A	736,842	523,703	N/A
Measure J	1,515,212	1,831,001	1,526,303	304,698	20.0%	1,609,487	(221,514)	-12.10%
STA Paratransit & Rev based	623,893	753,064	753,064	-	0.0%	628,747	(124,317)	-16.5%
BART ADA Service/Other	135,512	138,000	140,000	(2,000)	-1.4%	138,000	-	0.0%
Subtotal	5,219,373	5,632,031	5,802,841	(170,810)	-2.9%	5,883,053	251,022	4.5%
Total	\$ 34,398,883	\$ 37,088,928	\$ 38,112,258	\$ (1,023,330)	-2.8%	\$ 39,474,896	\$ 2,385,968	6.4%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2019 Revenue Source Utilization

	Anticipated Revenue	Anticipated Utilization	Difference
Fixed Route			
Fare revenue	\$ 2,559,459	\$ 2,559,459	\$ -
Special service revenue	1,531,293	1,531,293	-
Advertising revenue	594,540	594,540	-
Non-Operating revenue	194,677	194,677	-
Low Carbon Transit Operations Program (LCTOP)	375,377	375,377	-
Other State Grants	119,162	119,162	-
STA Population and Revenue Based	4,937,229	4,937,229	-
TDA 4.0	17,102,282	17,248,537	(146,255)
Measure J	4,735,106	4,735,106	-
BART Express Funds	826,124	826,124	-
Dougherty Valley Development Fees	25,000	25,000	-
RM2- Express	145,339	145,339	-
Lifeline	300,000	300,000	-
Total Fixed Route Operating Revenue	\$ 33,445,588	\$ 33,591,843	\$ (146,255)
Paratransit			
Fare revenue	\$ 507,500	\$ 507,500	\$ -
Non-operating revenue	100	100	-
FTA Section 5307	1,380,000	1,380,000	-
FTA Preventive Maintenance	12,800	12,800	-
TDA 4.5	869,577	869,577	-
TDA 4.0	736,842	736,842	-
Measure J	1,609,487	1,609,487	-
STA Paratransit	628,747	628,747	-
BART ADA Service/Other	138,000	138,000	-
Total Paratransit Operating Revenue	\$ 5,883,053	\$ 5,883,053	\$ -
Capital Program			
TDA 4.0	\$ 473,000	\$ 473,000	\$ -
Increase (Decrease) to TDA reserve			\$ (146,255)

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STAFFING

	Position Type	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 PROPOSED
Transportation	Transportation administration	3.0	4.0	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	1.0	2.0 (b)
	Transit Supervisor/Dispatcher	10.0	10.0	11.0	12.0	12.0	12.0	12.0	12.0	12.0
		15.0	16.0	17.0	18.0	18.0	18.0	18.0	17.0	18.0
	Full-time runs	125.0	127.0	128.0	128.0	122.0	122.0	130.0	126.0	130.0
	Part-time runs	12.0	12.0	12.0	12.0	12.0	12.0	12.0	8.0	12.0
	Full-time stand-by (Protection)	35.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0
		172.0	175.0	176.0	176.0	170.0	170.0	178.0	170.0	178.0
	Total Transportation	187.0	191.0	193.0	194.0	188.0	188.0	196.0	187.0	196.0
	Maintenance	Maintenance administration	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Facilities		5.0	5.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0
		10.0	10.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0
Mechanic, Level VI					4.0	4.0	4.0	4.0	3.0	4.0
Mechanic, Level V		5.0	5.0	5.0	3.0	3.0	3.0	3.0	3.0	3.0
Mechanic, Level IV		4.0	4.0	3.0	5.0	5.0	5.0	5.0	5.0	5.0
Mechanic, Level III		7.0	7.0	5.0	5.0	6.0	6.0	7.0	6.0	7.0
Mechanic, Level II		2.0	2.0	3.0	-	-	-	0.0	-	-
Mechanic, Level I		1.0	1.0	3.0	-	-	-	0.0	-	-
Bus service workers		10.0	10.0	10.0	9.0	9.0	9.0	10.0	9.0	10.0
	29.0	29.0	29.0	26.0	27.0	27.0	29.0	26.0	29.0	
Total Maintenance	39.0	39.0	40.0	37.0	38.0	38.0	40.0	37.0	40.0	
General Administration	General Administration	4.0	3.0	3.0	4.0	4.0	4.0	4.0	5.0	5.0 (a)
	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	3.0	3.0 (a)
	Marketing	2.0	2.0	2.0	2.0	2.0	2.0	2.0	1.0	2.0 (a)
	Customer service	6.0	6.0	6.0	8.0	8.0	8.0	8.0	5.0	8.0 (c)
	IT	2.0	2.0	2.0	2.0	2.0	2.0	2.0	4.0	4.0 (a)
	Planning/Scheduling	6.0	6.0	6.0	5.0	5.0	5.0	6.0	5.0	6.0 (a), (d)
	Subtotal in full time equivalents	30.0	29.0	29.0	31.0	31.0	31.0	32.0	31.0	36.0
Fixed Route Operations	Total	256.0	259.0	262.0	262.0	257.0	257.0	268.0	255.0	272.0
	Paratransit	2.0	2.0	2.0	2.0	2.0	2.0	2.0	3.0	3.0 (a)
Total Operations		258.0	261.0	264.0	264.0	259.0	259.0	270.0	258.0	275.0

(a) The Board approved a reorganization effective July 1, 2017 which was after budget adoption and had the following changes:

- 1 General Administration added the Director of Innovation and Mobility.
- 2 Human Resources added an Administrative Assistant III.
- 3 Marketing reclassified the position from a Manager of Marketing & Customer Service to a Planner/Community Liaison position.
- 4 IT added a Developer and a System Administrator.
- 5 Planning added an Administrative Assistant III.
- 6 Paratransit added a Manager of Accessible Services.

(b) Assistant Trainer Position is vacant and not budgeted.

(c) Customer Service has 2 vacant positions that are not budgeted.

(d) Planning/Scheduling has a vacant Assistant Scheduler that is not budgeted.

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY2019 CAPITAL PROGRAM-BUDGET YEAR
(\$ in thousands)

Capital Category	Funding Source								Total
	Federal	State	State Prop 1B - PTMISEA Facility Rehab	State LCTOP	State Lifeline - 1B Population Based Bonds	State Bridge Tolls	MTC TPI Funds - Stop Access & IT	MTC TDA	
Non Revenue Fleet	-	-	-	-	-	-	-	78	78
Revenue Fleet	4,436	1,005	-	375	-	100	-	-	5,916
Facility Maintenance and Modernization	-	-	-	-	-	-	-	100	100
Street Amenities	-	-	-	-	-	-	200	-	200
Information Technology	-	-	-	-	-	-	-	195	195
Maintenance Equipment & Tools	-	-	-	-	-	-	-	100	100
Office Furniture and Equipment	-	-	-	-	-	-	-	-	-
Total	\$ 4,436	\$ 1,005	\$ -	\$ 375	\$ -	\$ 100	\$ 200	\$ 473	\$ 6,589

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
TEN YEAR CAPITAL PROGRAM

\$ In Thousands

Capital Program:	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total
Non Revenue Fleet	\$ 78	\$ 78	\$ 369	\$ 227	\$ -	\$ 99	\$ 126	\$ 109	\$ -	\$ 70	\$ 1,156
Revenue Fleet	-	5,916	-	-	1,189	-	25,182	-	23,711	-	55,998
Facility Maintenance & Modernization	550	100	100	100	100	500	2,100	-	-	225	3,775
Street Amenities	-	200	-	-	-	500	-	-	50	50	800
Information Technology	80	195	85	180	300	80	90	85	100	150	1,345
Maintenance Equipment & Tools	100	100	65	50	50	50	250	50	50	-	765
Office Furniture and Equipment	123	-	70	80	80	80	100	100	80	25	738
Total Capital Program	\$ 931	\$ 6,589	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 27,848	\$ 344	\$ 23,991	\$ 520	\$ 64,577

Capital Program by Service:	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total
Fixed-Route	\$ 931	\$ 1,049	\$ 689	\$ 637	\$ 530	\$ 1,309	\$ 27,848	\$ 344	\$ 20,562	\$ 520	\$ 54,419
Paratransit	-	5,540	-	-	1,189	-	-	-	3,429	-	10,158
Total Capital Program by Service	\$ 931	\$ 6,589	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 27,848	\$ 344	\$ 23,991	\$ 520	\$ 64,577

Capital Funding by Source	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total
Federal 5307	\$ -	\$ 4,435	\$ -	\$ -	\$ 989	\$ -	\$ 20,368	\$ -	\$ 18,969	\$ -	\$ 44,761
State Prop 1B PTMISEA - Rolling Stock	-	1,005	-	-	-	-	-	-	-	-	1,005
State - LCTOP	-	375	300	300	300	300	300	300	300	300	2,775
Lifeline - 1B Population based Bonds	-	-	-	300	-	300	-	-	-	-	600
MTC TPI Funds - Stop Access & IT	280	200	-	-	-	-	-	-	-	-	480
Bridge Toll Revenue	-	100	-	-	80	29	850	-	850	-	1,909
Transportation Development Act	651	474	389	37	350	680	2,330	44	3,872	220	9,047
To Be Determined	-	-	-	-	-	-	4,000	-	-	-	4,000
Total Capital Funding by Source	\$ 931	\$ 6,589	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 27,848	\$ 344	\$ 23,991	\$ 520	\$ 64,577

Revenue Fleet Replacements	FY2018	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2026	Total
# Fixed Route Vehicles	-	-	-	-	-	-	40	-	40	-	108
# Paratransit Vehicles	-	42	-	-	21	-	-	-	-	-	63
Total Revenue Fleet Replacement	-	42	-	-	21	-	40	-	40	-	171

County Connection

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

	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Revenue Hours	220,582										
1 Passenger Fares	2,761	2,632	2,559	2,559	2,559	2,559	2,559	2,559	2,559	2,559	2,559
2 Special Fares	1,481	1,528	1,531	1,562	1,593	1,625	1,658	1,691	1,725	1,760	1,760
3 Advertising	582	590	595	603	603	615	627	640	653	666	679
4 Non-Operating Revenue	165	341	195	197	199	201	203	205	207	209	209
5 Low Carbon Transit Operations Program	306	285	375	382	389	397	404	412	419	427	435
6 Other State Grants	150	94	-	-	-	-	-	-	-	-	-
7 <i>Other State Grants - SB1 State of Good Repair</i>	-	-	119	119	119	119	119	119	119	119	119
8 STA Population & Revenue Based	1,658	1,613	1,592	1,623	1,656	1,689	1,723	1,757	1,792	1,828	1,865
9 <i>STA Population & Revenue Based - SB1 Est</i>	-	-	3,346	1,287	1,313	1,339	1,366	1,393	1,421	1,450	1,479
10 TDA 4.0	16,229	18,523	17,249	19,689	20,814	21,861	22,888	23,849	24,905	25,889	26,947
11 Measure J	4,493	4,399	4,735	4,891	5,062	5,244	5,432	5,627	5,829	6,038	6,255
12 BART Express Funds	694	807	826	843	859	877	894	912	930	949	968
13 Dougherty Valley Dev Fees	-	-	25	50	75	85	100	100	-	-	-
14 Other Local Grants	16	-	-	-	-	-	-	-	-	-	-
15 RM2/Other - Express	145	145	145	145	145	145	145	145	145	145	145
16 Lifeline	500	500	300	400	400	400	400	400	400	400	400
17 Total Fixed Route Operating Revenue	29,180	31,457	33,592	34,350	35,786	37,156	38,518	39,809	41,104	42,439	43,820
Operating Expenses w/o contingency and GASB 68	29,180	31,410	32,581	33,938	35,107	36,183	37,292	38,436	39,615	40,831	42,083
18 <i>CalPERS Unfunded Accrued Liability Expense</i>	-	47	211	412	679	973	1,226	1,373	1,489	1,608	1,737
19 % increase in expenses	2.8%	7.8%	4.2%	4.8%	4.2%	3.8%	3.7%	3.4%	3.3%	3.2%	3.3%
20 CalPERS GASB 68 adjustment	(18)	-	-	-	-	-	-	-	-	-	-
21 Operating expense contingency	-	-	800	-	-	-	-	-	-	-	-
22 Total Fixed Route Operating Expenses	29,162	31,457	33,592	34,350	35,786	37,156	38,518	39,809	41,104	42,439	43,820
Revenue Hours	74,394										
23 Passenger Fares	515	508	508	508	508	508	508	508	508	508	508
24 Non-Operating revenue	-	-	-	-	-	-	-	-	-	-	-
25 FTA Section 5307	988	1,375	1,380	1,385	1,390	1,395	1,400	1,405	1,430	1,432	1,434
26 FTA Preventative Maintenance	14	14	12	-	-	-	-	-	-	-	-
27 TDA 4.5	771	800	870	896	923	950	979	1,008	1,038	1,069	1,102
28 TDA 4.0	656	213	737	814	878	957	1,037	1,120	1,185	1,276	1,442
29 Measure J	1,515	1,831	1,609	1,662	1,720	1,782	1,846	1,912	1,981	2,052	2,052
30 STA Paratransit & Revenue Based	624	753	482	492	502	512	522	532	543	554	565
31 <i>STA Paratransit & Revenue Based - SB1 Est</i>	-	-	147	150	153	156	159	162	165	168	172
32 Bart ADA service	136	138	138	138	138	139	140	141	142	143	143
33 Total Paratransit Operating Revenue	5,219	5,632	5,883	6,045	6,212	6,399	6,591	6,788	6,992	7,202	7,418
34 Total Paratransit Operating Expenses	5,219	5,632	5,883	6,045	6,212	6,399	6,591	6,788	6,992	7,202	7,418
% increase in expenses	-3.5%	7.9%	4.5%	2.8%	2.8%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
35 Total CCCTA Operating Budget	\$ 34,381	\$ 37,089	\$ 39,475	\$ 40,395	\$ 41,998	\$ 43,555	\$ 45,109	\$ 46,597	\$ 48,096	\$ 49,641	\$ 51,238

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

	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
36 Capital Revenue											
37 Federal 5307	16,722	-	4,435	-	-	989	-	20,368	-	18,969	-
38 State Prop 1B PTMISEA - Rolling Stock	1,580	-	1,005	-	-	-	-	-	-	-	-
39 State Prop 1B PTMISEA - Facility Rehab	800	-	-	-	-	-	-	-	-	-	-
40 State - LCTOP	-	-	375	300	300	300	300	300	300	300	300
41 Lifeline - 1B Population based Bonds	-	-	-	-	300	-	300	-	-	-	-
42 MTC TPI Funds - Stop Access & IT	280	280	200	-	-	-	-	-	-	-	-
43 Bridge Toll Revenue	480	-	100	-	-	80	29	850	-	850	-
44 Transportation Development Act	148	651	474	389	37	350	680	2,330	44	3,872	220
45 To Be Determined	-	-	-	-	-	-	-	4,000	-	-	-
46 Total Capital Revenue	\$ 20,010	\$ 931	\$ 6,589	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 27,848	\$ 344	\$ 23,991	\$ 520
47 Capital Projects	\$ 20,010	\$ 931	\$ 6,589	\$ 689	\$ 637	\$ 1,719	\$ 1,309	\$ 27,848	\$ 344	\$ 23,991	\$ 520

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

	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
48 Beginning Balance	\$ 11,474	\$ 11,672	\$ 10,026	\$ 9,878	\$ 7,847	\$ 5,545	\$ 2,386	\$ (1,608)	\$ (7,678)	\$ (11,946)	\$ (20,461)
49 Estimated TDA 4.0 Allocation	\$ 17,231 2.79%	\$ 17,741 2.96%	\$ 18,312 3.22%	\$ 18,861 3.00%	\$ 19,427 3.00%	\$ 20,010 3.00%	\$ 20,610 3.00%	\$ 21,229 3.00%	\$ 21,866 3.00%	\$ 22,522 3.00%	\$ 23,197 3.00%
TDA 4.0 Needed for Operations and Capital:											
50 Used for Fixed route operations	(16,229)	(18,523)	(17,249)	(19,689)	(20,814)	(21,861)	(22,888)	(23,849)	(24,905)	(25,889)	(26,947)
51 Used for Paratransit operations	(656)	(213)	(737)	(814)	(878)	(957)	(1,037)	(1,120)	(1,185)	(1,276)	(1,442)
52 TDA Used for Operations	(16,885)	(18,736)	(17,986)	(20,503)	(21,692)	(22,818)	(23,925)	(24,969)	(26,090)	(27,165)	(28,389)
53 Used for Capital Program	(148)	(651)	(474)	(389)	(37)	(350)	(680)	(2,330)	(44)	(3,872)	(220)
54 Ending TDA Reserve	\$ 11,672	\$ 10,026	\$ 9,878	\$ 7,847	\$ 5,545	\$ 2,386	\$ (1,608)	\$ (7,678)	\$ (11,946)	\$ (20,461)	\$ (25,874)
55 Number Of Months of Operating Expenses in Reserve	4.1	3.2	3.0	2.3	1.6	0.7	(0.4)	(2.0)	(3.0)	(4.9)	(6.1)
56 Percentage of operating budget	33.9%	27.0%	25.0%	19.4%	13.2%	5.5%	-3.6%	-16.5%	-24.8%	-41.2%	-50.5%
Reserve Percentage of:	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
57 12%	\$ 4,126	\$ 4,451	\$ 4,737	\$ 4,847	\$ 5,040	\$ 5,227	\$ 5,413	\$ 5,592	\$ 5,772	\$ 5,957	\$ 6,149
58 Amount Above/(Below) Reserve Level	\$ 7,546	\$ 5,575	\$ 5,141	\$ 3,000	\$ 505	\$ (2,841)	\$ (7,021)	\$ (13,270)	\$ (17,718)	\$ (26,418)	\$ (32,023)
59 16%	\$ 5,501	\$ 5,934	\$ 6,316	\$ 6,463	\$ 6,720	\$ 6,969	\$ 7,217	\$ 7,456	\$ 7,695	\$ 7,943	\$ 8,198
60 Amount Above/(Below) Reserve Level	\$ 6,171	\$ 4,092	\$ 3,562	\$ 1,384	\$ (1,175)	\$ (4,583)	\$ (8,825)	\$ (15,134)	\$ (19,641)	\$ (28,404)	\$ (34,072)

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
FIXED ROUTE							
Wages, Operators	7,806,502	8,160,000	8,190,000	(30,000)	8,435,000	275,000	
Wages, Operator/trainer	160,648	175,000	160,000	15,000	160,000	(15,000)	
Wages, Trans Admin	1,100,683	1,031,061	1,158,981	(127,920)	1,046,644	15,583	
Wages, Scheduling	103,005	75,000	131,107	(56,107)	68,671	(6,329)	
Wages, Maint Admin	467,883	495,000	461,479	33,521	510,335	15,335	
Wages, Building Maint.	313,442	325,000	339,668	(14,668)	347,541	22,541	
Wages, Customer Service	407,347	383,644	446,285	(62,641)	336,574	(47,070)	
Wages, Promotion	150,635	114,561	148,498	(33,937)	137,024	22,463	
Wages, EE Services	177,021	224,949	176,231	48,718	237,318	12,369	
Wages, Finance	374,573	405,000	411,886	(6,886)	416,494	11,494	
Wages, Safety & Trng	134,343	80,590	149,520	(68,930)	79,255	(1,335)	
Wages, General Admin	551,506	626,233	509,319	116,914	658,807	32,574	
Wages, Board	17,500	22,600	26,400	(3,800)	26,400	3,800	
Wages, Planning	482,898	734,759	520,564	214,195	786,246	51,487	
Wages, Service Workers	391,129	425,000	457,755	(32,755)	474,781	49,781	
Wages, Serv Wrkr Bonus	200	1,250	2,250	(1,000)	1,250	-	
Wages, Mechanics	983,696	1,100,000	1,207,838	(107,838)	1,193,492	93,492	
Wages, Mechanic Bonus	10,311	10,078	4,500	5,578	11,250	1,172	
Total Wages	13,633,322	14,389,725	14,502,281	(112,556)	14,927,082	537,357	4%
Sick, Operators	296,460	311,000	324,500	(13,500)	325,000	14,000	
Sick, Trans Admin	34,067	36,838	49,556	(12,718)	44,630	7,792	
Sick, Scheduling	2,382	2,500	5,654	(3,154)	2,994	494	
Sick, Maintenance Admin	21,154	25,030	20,089	4,941	22,217	(2,813)	
Sick, Building Maintenance.	16,620	28,152	14,339	13,813	14,642	(13,510)	
Sick, Customer Svc	15,902	16,475	18,800	(2,325)	13,871	(2,604)	
Sick, Promotion	951	1,076	6,474	(5,398)	5,850	4,774	
Sick, EE Services	4,227	1,800	7,683	(5,883)	10,292	8,492	
Sick, Finance	21,691	13,000	17,588	(4,588)	17,848	4,848	
Sick, Safety & Training	5,284	2,390	6,519	(4,129)	3,455	1,065	
Sick, General Admin	17,646	16,600	21,911	(5,311)	28,440	11,840	
Sick, Planning	12,629	22,140	22,670	(530)	33,957	11,817	
Sick, Service Workers	8,881	16,970	6,317	10,653	6,598	(10,372)	
Sick, Mechanics	27,867	22,433	23,097	(664)	22,802	369	
Total Sick Pay	485,761	516,404	545,197	(28,793)	552,596	36,192	7%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
Holiday, Operators	369,131	395,000	398,000	(3,000)	401,000	6,000	
Holiday, Trans Admin	64,782	62,290	62,769	(479)	56,529	(5,761)	
Holiday, Scheduling	7,003	6,348	7,161	(813)	3,792	(2,556)	
Holiday, Maintenance Admin	23,823	28,860	25,444	3,416	28,139	(721)	
Holiday, Building Maintenance.	20,288	18,000	18,163	(163)	18,545	545	
Holiday, Customer Svc	21,917	23,585	23,812	(227)	17,570	(6,015)	
Holiday, Promotion	7,469	6,300	8,201	(1,901)	7,409	1,109	
Holiday, EE Services	11,955	11,289	9,731	1,558	13,035	1,746	
Holiday, Finance	19,396	21,547	22,278	(731)	22,606	1,059	
Holiday, Safety & Training	9,312	4,492	8,256	(3,764)	4,376	(116)	
Holiday, General Admin	32,361	36,312	27,752	8,560	36,022	(290)	
Holiday, Planning	32,333	42,311	28,715	13,596	43,011	700	
Holiday, Service Workers	20,379	20,500	22,446	(1,946)	23,456	2,956	
Holiday, Mechanics	41,709	62,509	62,777	(268)	61,978	(531)	
Total Holiday Pay	681,858	739,343	725,505	13,838	737,468	(1,875)	0%
Vacation, Operators	459,697	515,000	517,100	(2,100)	530,450	15,450	
Vacation, Trans Admin	104,067	109,647	96,232	13,415	85,612	(24,035)	
Vacation, Scheduling	12,202	9,038	10,516	(1,478)	6,320	(2,718)	
Vacation, Maintenance Admin	37,246	46,190	41,692	4,498	46,162	(28)	
Vacation, Building Maintenance.	20,739	24,020	24,020	-	24,579	559	
Vacation, Customer Svc	28,809	41,262	31,810	9,452	25,103	(16,159)	
Vacation, Promotion	12,227	35,295	13,667	21,628	9,496	(25,799)	
Vacation, EE Services	18,342	18,377	16,219	2,158	20,471	2,094	
Vacation, Finance	24,060	25,805	28,664	(2,859)	30,558	4,753	
Vacation, Safety & Training	16,824	7,247	13,760	(6,513)	7,294	47	
Vacation, General Admin	44,635	62,973	39,486	23,487	53,564	(9,409)	
Vacation, Planning	41,822	47,300	47,300	-	64,324	17,024	
Vacation, Service Wrks	23,548	28,339	28,210	129	32,290	3,951	
Vacation, Mechanics	150,326	151,144	89,841	61,303	87,996	(63,148)	
Total Accrued Vacation	994,544	1,121,637	998,517	123,120	1,024,219	(97,418)	-9%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
Abs Pay, Operators	43,685	63,000	61,025	1,975	61,200	(1,800)	
Abs Pay, Trans Admin	-	2,000	6,351	(4,351)	5,718	3,718	
Abs Pay, Scheduling	-	250	725	(475)	384	134	
Abs Pay, Maintenance Admin	-	750	2,574	(1,824)	2,846	2,096	
Abs Pay, Building Maintenance.	-	500	1,837	(1,337)	1,876	1,376	
Abs Pay, Customer Svc	-	1,000	2,409	(1,409)	1,777	777	
Abs Pay, Promotion	-	300	829	(529)	750	450	
Abs Pay, EE Services	-	400	985	(585)	1,319	919	
Abs Pay, Finance	-	500	2,254	(1,754)	2,287	1,787	
Abs Pay, Safety & Training	-	400	835	(435)	443	43	
Abs Pay, General Admin	-	500	2,807	(2,307)	3,645	3,145	
Abs Pay, Planning	-	500	2,904	(2,404)	4,351	3,851	
Separation Pay/Benefits	6,814	2,081	-	2,081	-	(2,081)	
Abs Pay, Service Wrks	-	100	438	(338)	456	356	
Abs Pay, Mechanics	2,475	2,605	546	2,059	539	(2,066)	
Total Absence Pay	52,974	74,886	86,519	(11,633)	87,591	12,705	17%
Total Paid Time Off	2,215,137	2,452,270	2,355,738	96,532	2,401,874	(50,396)	-2%
Total Compensation	15,848,459	16,841,995	16,858,019	(16,024)	17,328,956	486,961	3%
FICA, Operators	127,468	135,000	139,050	(4,050)	139,050	4,050	
FICA, Trans Admin	18,021	17,838	19,914	(2,076)	17,961	123	
FICA, Scheduling	1,794	1,141	2,250	(1,109)	1,191	50	
FICA, Maintenance Admin	2,206	2,347	3,805	(1,458)	4,195	1,848	
FICA, Building Maintenance.	5,148	5,472	5,770	(298)	5,902	430	
FICA, Customer Service	6,965	6,351	7,586	(1,235)	5,727	(624)	
FICA, Promotion	2,503	2,065	2,577	(512)	2,328	263	
FICA, EE Services	3,129	3,938	3,057	881	4,095	157	
FICA, Finance	6,225	6,826	6,999	(173)	7,102	276	
FICA, Safety & Training	1,221	250	1,323	(1,073)	-	(250)	
FICA, General Admin	9,352	10,975	9,406	1,569	11,424	449	
FICA, Board Members	1,392	1,796	2,020	(224)	2,020	224	
FICA, Planning	8,250	11,279	9,021	2,258	13,512	2,233	
FICA, Service Workers	5,664	5,576	6,795	(1,219)	7,087	1,511	
FICA, Mechanics	13,254	13,979	17,979	(4,000)	17,820	3,841	
Total FICA/Medicare	212,592	224,833	237,552	(12,719)	239,414	14,581	6%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
PERS-RET, Operators	788,169	843,991	904,031	(60,040)	1,034,959	190,968	
PERS-RET, Trans Admin	142,815	167,384	165,601	1,783	166,859	(525)	
PERS-RET, Scheduling	15,335	16,255	17,511	(1,256)	11,564	(4,691)	
PERS-RET, Maintenance Admin	75,009	87,513	79,752	7,761	100,506	12,993	
PERS-RET, Bldg Maintenance.	38,322	44,910	43,198	1,712	50,586	5,676	
PERS-RET, Customer Svc	48,049	55,094	56,753	(1,659)	50,082	(5,012)	
PERS-RET, Promotion	23,339	23,754	24,116	(362)	17,084	(6,670)	
PERS-RET, EE Services	26,519	31,350	28,783	2,567	41,692	10,342	
PERS-RET, Finance	54,079	64,252	61,610	2,642	67,949	3,697	
PERS-RET, Sfty & Training	20,155	23,727	26,494	(2,767)	17,281	(6,446)	
PERS-RET, Gen Admin	71,374	90,004	79,049	10,955	115,015	25,011	
PERS-RET, Planning	64,087	59,003	78,995	(19,992)	105,810	46,807	
GM-457 Retirement	17,400	18,000	18,000	-	18,540	540	
PERS-RET, Service Wrkr	40,531	45,216	48,553	(3,337)	57,317	12,101	
PERS-RET, Mechanics	115,015	126,308	137,402	(11,094)	151,411	25,103	
Total Retirement	1,540,198	1,696,761	1,769,848	(73,087)	2,006,655	309,894	18%
Medical, Operators	616,380	749,969	751,277	(1,308)	708,894	(41,075)	
Medical, Trans Admin	95,896	126,922	112,883	14,039	135,279	8,357	
Medical, Scheduling	13,715	10,261	16,840	(6,579)	9,519	(742)	
Medical, Maintenance Admin	28,750	29,782	32,468	(2,686)	23,481	(6,301)	
Medical, Building Maintenance.	41,092	65,594	68,993	(3,399)	69,389	3,795	
Medical, Customer Svc	35,366	49,205	43,054	6,151	45,647	(3,558)	
Medical, Promotion	10,722	7,522	11,936	(4,414)	3,969	(3,553)	
Medical, EE Services	1,009	-	-	-	-	-	
Medical, Finance	22,714	20,145	25,115	(4,970)	13,180	(6,965)	
Medical, Safety & Training	18,971	6,433	21,485	(15,052)	5,968	(465)	
Medical, General Admin	60,429	55,595	66,376	(10,781)	30,130	(25,465)	
Medical, Planning	30,202	63,774	40,824	22,950	86,974	23,200	
Medical, Service Workers	170,883	217,017	210,970	6,047	217,730	713	
Medical, Mechanics	330,458	398,705	400,843	(2,138)	413,687	14,982	
Medical Admin Charge	9,972	11,000	11,300	(300)	11,300	300	
Vision Plan, Operators	(272)	-	-	-	-	-	
Medical, Retirees	168,770	181,000	185,400	(4,400)	186,430	5,430	
OPEB benefits	580,450	306,777	444,600	(137,823)	299,889	(6,888)	
Total Medical	2,235,507	2,299,701	2,444,364	(144,663)	2,261,466	(38,235)	-2%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
Dental, Operators	228,782	230,546	241,615	(11,069)	244,587	14,041	
Dental, Trans Admin	27,304	27,501	28,311	(810)	28,326	825	
Dental, Scheduling	2,556	2,736	2,721	15	2,819	83	
Dental, Maintenance Admin	5,706	5,922	5,654	268	6,100	178	
Dental, Building Maintenance.	10,954	11,252	11,293	(41)	11,589	337	
Dental, Customer Svc	15,865	17,836	18,790	(954)	18,371	535	
Dental, Promotion	2,133	1,682	2,229	(547)	1,732	50	
Dental, EE Services	2,971	3,082	3,071	11	3,175	93	
Dental, Finance	9,172	10,137	9,461	676	10,441	304	
Dental, Safety & Training	2,971	759	3,071	(2,312)	2,222	1,463	
Dental, General Admin	7,911	7,516	8,184	(668)	7,741	225	
Dental, Planning	7,881	11,896	8,377	3,519	13,044	1,148	
Total Dental	324,206	330,867	342,777	(11,910)	350,147	19,280	6%
WC, Operators	934,228	811,687	663,055	148,632	693,089	(118,598)	
WC, Trans Admin	101,266	75,506	61,679	13,827	64,473	(11,033)	
WC, Scheduling	9,788	9,438	7,710	1,728	8,059	(1,379)	
WC, Maintenance Admin	45,255	23,596	19,275	4,321	20,148	(3,448)	
WC, Building Maintenance.	22,214	28,315	23,130	5,185	24,178	(4,137)	
WC, Customer Svc	52,426	37,753	30,840	6,913	32,237	(5,516)	
WC, Promotion	26,626	9,438	7,710	1,728	8,059	(1,379)	
WC, EE Services	26,626	14,157	7,710	6,447	12,089	(2,068)	
WC, Finance	45,255	23,596	19,275	4,321	20,148	(3,448)	
WC, Safety & Training	26,626	9,438	7,710	1,728	8,059	(1,379)	
WC, General Admin	48,840	31,453	26,985	4,468	26,857	(4,596)	
WC, Planning	39,173	37,753	23,130	14,623	32,237	(5,516)	
WC, Service Workers	77,259	47,191	38,550	8,641	40,296	(6,895)	
WC, Mechanics	232,742	89,663	73,244	16,419	76,562	(13,101)	
Total Workers Comp	1,688,324	1,248,984	1,010,003	238,981	1,066,491	(182,493)	-15%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
Life, Operators	68,322	70,176	74,150	(3,974)	74,150	3,974	
Life, Trans Admin	7,424	7,550	9,660	(2,110)	7,776	226	
Life, Scheduling	824	792	950	(158)	952	160	
Life, Maintenance Admin	4,095	4,230	7,161	(2,931)	4,360	130	
Life, Building Maintenance.	3,102	3,475	3,260	215	3,560	85	
Life, Customer Svc	5,396	5,594	6,220	(626)	5,810	216	
Life, Promotion	1,406	1,299	1,490	(191)	1,500	201	
Life, EE Services	1,652	1,645	1,800	(155)	1,800	155	
Life, Finance	3,701	3,436	3,720	(284)	3,720	284	
Life, Safety & Training	785	728	750	(22)	750	22	
Life, General Admin	3,232	3,163	3,390	(227)	3,390	227	
Life, Planning	4,279	6,100	4,190	1,910	6,642	542	
Total Life Insurance	104,218	108,188	116,741	(8,553)	114,410	6,222	6%
SUI, Operators	59,849	70,000	77,000	(7,000)	72,000	2,000	
SUI, Trans Admin	4,620	7,000	7,088	(88)	7,974	974	
SUI, Scheduling	616	473	886	(413)	443	(30)	
SUI, Maintenance Admin	1,540	2,000	2,215	(215)	2,215	215	
SUI, Building Maintenance.	1,800	2,614	2,658	(44)	2,658	44	
SUI, Customer Svc	2,464	2,626	4,430	(1,804)	3,101	475	
SUI, Promotion	616	473	886	(413)	886	413	
SUI, Safety & Training	619	473	886	(413)	443	(30)	
SUI, General Admin	2,258	2,685	3,101	(416)	3,544	859	
SUI, EE Services	616	886	886	-	1,329	443	
SUI, Finance	1,577	2,196	2,215	(19)	2,215	19	
SUI, Planning	2,400	3,526	2,658	868	3,987	461	
SUI, Service Workers	3,108	3,214	4,430	(1,216)	4,430	1,216	
SUI, Mechanics	5,235	7,246	8,417	(1,171)	8,417	1,171	
Total SUI	87,318	105,412	117,756	(12,344)	113,642	8,230	8%
Operator Uniforms	45,950	50,000	50,000	-	50,000	-	
Uniforms - Maintenance. Pers.	17,799	16,904	16,500	404	17,000	96	
Total Uniforms	63,749	66,904	66,500	404	67,000	96	0%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
Operator Medical Exams	15,430	15,820	16,000	(180)	17,000	1,180	
Emp Assistance Prog.	12,362	12,612	14,000	(1,388)	14,500	1,888	
Cafeteria Plan- Admin	424,540	507,662	482,706	24,956	539,772	32,110	
Cafeteria Plan-ATU	1,058,987	1,353,574	1,315,425	38,149	1,357,816	4,242	
Mechanic Tool Allowance	12,468	15,680	16,200	(520)	16,500	820	
Wellness Program	17,842	26,181	30,000	(3,819)	30,000	3,819	
Substance Abuse Prog.	8,379	9,393	10,500	(1,107)	10,000	607	
Ergonomics/W/C Prog	-	2,500	2,500	-	2,500	-	
Total Other Benefits	1,550,008	1,943,422	1,887,331	56,091	1,988,088	44,666	2%
Total Benefits	10,021,257	10,477,341	10,348,610	128,731	10,609,187	131,846	1%
Total Wages and Benefits	23,654,579	24,867,066	24,850,891	16,175	25,536,269	669,203	3%
Management Services	56,807	56,000	25,000	31,000	35,000	(21,000)	
Agency Fees	50	150	150	-	150	-	
In-Service Monitoring	-	6,000	2,000	4,000	5,500	(500)	
Mobility Services	19,323	30,000	32,000	(2,000)	30,000	-	
Schedules/Graphics	50,793	69,790	70,000	(210)	115,000	45,210	
Promotions	76,607	149,173	150,000	(827)	150,000	827	
Recruitment	5,118	8,357	20,000	(11,643)	15,000	6,643	
Hiring Costs	10,635	13,465	15,000	(1,535)	15,000	1,535	
Legal Fees	222,215	330,000	330,000	-	375,000	45,000	
Financial services	-	15,000	15,000	-	7,500	(7,500)	
Auditor Fees	44,996	47,000	48,500	(1,500)	48,500	1,500	
Freight In and Out	1,111	7,041	7,000	41	7,000	(41)	
Bid and Hearing Notices	1,161	1,095	1,000	95	1,000	(95)	
Service Development	9,813	40,000	40,000	-	80,000	40,000	
Trans. Printing/Reproduc.	5,325	3,328	7,000	(3,672)	7,000	3,672	
Payroll Services	81,593	83,000	76,220	6,780	85,490	2,490	
Bank service charge	23,192	23,000	24,000	(1,000)	24,000	1,000	
Commuter check process fee	142	300	300	-	300	-	
Pay PERS file upload	2,544	2,650	2,650	-	2,730	80	
Special Planning- reimb expenses	31,840	-	-	-	-	-	
Temporary Help-All depts	84,694	62,176	27,000	35,176	25,000	(37,176)	
Temporary Help-Finance	31,952	-	-	-	-	-	
Clipper Fees	39,286	52,000	31,500	20,500	53,560	1,560	
SVR-Differential/Radiator	20,730	12,000	15,000	(3,000)	15,800	3,800	

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
SVR-Transmission	10,306	31,658	40,000	(8,342)	34,400	2,742	
SVR-Upholstery/Glass	10,110	22,691	35,000	(12,309)	30,000	7,309	
SVR-Towing	8,370	12,413	18,400	(5,987)	16,000	3,587	
SVR-Engine Repair	16,526	33,691	44,000	(10,309)	40,720	7,029	
SVR-Body Repair	73,438	104,978	110,000	(5,022)	105,000	22	
Emission controls	15,795	31,255	32,000	(745)	42,000	10,745	
Phone Maintenance. Services	8,490	-	9,000	(9,000)	-	-	
Support Vehicle maint	12,153	13,409	13,500	(91)	13,500	91	
IT Supplies/replacements	8,724	11,865	10,000	1,865	12,000	135	
Clever Devices/rideck maint	244,622	226,190	245,000	(18,810)	239,349	13,159	
Office Equipment Maint.	16,952	18,000	20,000	(2,000)	20,000	2,000	
Building Maint. Service	94,133	84,195	87,000	(2,805)	87,000	2,805	
Landscape Service	65,743	89,370	89,400	(30)	89,400	30	
IT Contracts	102,509	139,596	159,000	(19,404)	150,000	10,404	
Radio Maint. Service	10,778	17,984	18,500	(516)	18,000	16	
RED Support Expense	7,875	3,000	4,000	(1,000)	4,000	1,000	
Contract Cleaning Service	2,385	2,670	2,500	170	2,600	(70)	
Waste Removal	15,287	17,913	18,000	(87)	19,800	1,887	
Hazardous Waste	124,496	93,670	93,112	558	95,000	1,330	
Fire Monitoring	3,106	3,156	4,000	(844)	4,000	844	
Security Services	80,215	89,037	89,000	37	89,000	(37)	
Other Services	4,508	5,500	4,000	1,500	5,500	-	
Total Services	1,756,448	2,063,766	2,084,732	(20,966)	2,215,799	152,033	7%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
Diesel Fuel	1,104,108	1,376,557	1,639,240	(262,683)	1,650,000	273,443	
Oils and Lubricants	76,413	85,121	90,000	(4,879)	90,000	4,879	
Gasoline	21,904	22,991	29,120	(6,129)	25,000	2,009	
PG&E - WC Trolley	12,884	52,278	70,000	(17,722)	85,000	32,722	
Tires and Tubes	229,923	226,904	226,904	-	231,000	4,096	
Safety Supply	1,933	5,500	5,500	-	5,500	-	
Transportation Supplies	18,219	14,000	14,000	-	14,000	-	
BART Relief Tickets	53,183	57,000	57,000	-	58,425	1,425	
CSS-Soaps	2,343	7,429	8,500	(1,071)	8,000	571	
CSS-Cleaning	11,348	9,720	8,500	1,220	9,000	(720)	
CSS-Safety	10,990	8,938	8,000	938	8,500	(438)	
CSS-Antifreeze	8,357	6,200	6,400	(200)	6,400	200	
CSS-Gases	5,065	4,038	3,500	538	4,000	(38)	
Oil Analysis	-	16,760	18,000	(1,240)	8,000	(8,760)	
Equipment/Garage Exp.	18,308	23,615	25,000	(1,385)	25,000	1,385	
Coach Repair Parts	421,273	482,133	545,000	(62,867)	495,000	12,867	
Shelter/Bus Stop Supply	-	15,000	15,000	-	15,000	-	
Janitorial Supplies	23,464	21,027	21,000	27	21,000	(27)	
Lighting Supply	1,127	4,091	5,000	(909)	5,000	909	
Building Repair Supply	30,572	41,761	45,000	(3,239)	45,000	3,239	
Landscape Supply	3,952	5,000	10,000	(5,000)	5,000	-	
Tickets, Passes, Xfrs	20,669	19,784	20,000	(216)	20,000	216	
Supplies - Offsites	1,433	2,168	2,300	(132)	2,300	132	
Personnel Office Supply	1,951	2,134	3,000	(866)	3,000	866	
Computer Supplies	1,725	-	-	-	-	-	
Office Supplies-Administration	17,732	17,406	17,500	(94)	17,500	94	
Office Supplies-2nd Floor	-	29	-	29	-	(29)	
Office Supplies-Maint.	1,702	3,470	3,500	(30)	3,500	30	
Postage	6,865	10,000	11,000	(1,000)	10,000	-	
Safety Contingency Plans	1,505	3,000	3,000	-	3,000	-	
Training Supply	1,489	1,500	1,500	-	5,000	3,500	
Contracts & Grants Supply	-	1,000	1,000	-	1,000	-	
Supplies- IC	3,676	5,972	6,000	(28)	6,000	28	
Repair parts-grant exp	-	25,000	25,000	-	25,000	-	
Total Materials & Supplies	2,114,113	2,577,526	2,944,464	(366,938)	2,910,125	332,599	13%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
Telephone Svc - TC				-		-	
Pacific Gas and Electric	172,021	185,000	185,000	-	190,550	5,550	
Telephone Svc - Concord	21,881	31,947	25,000	6,947	36,000	4,053	
Contra Costa Water District	16,890	26,000	26,000	-	26,000	-	
Telephone-Cellular	85,878	105,463	85,000	20,463	100,000	(5,463)	
Total Utilities	296,670	348,410	321,000	27,410	352,550	4,140	1%
Physical Damage	85,944	118,000	118,000	-	147,500	29,500	
Property Premiums	45,500	46,865	46,865	-	48,271	1,406	
Other Premiums	21,160	26,000	25,000	1,000	26,780	780	
Liability Premiums	373,141	460,000	486,000	(26,000)	555,000	95,000	
Insurance/Liability losses	151,239	175,000	175,000	-	175,000	-	
Total Insurance	676,984	825,865	850,865	(25,000)	952,551	126,686	15%
Property Tax	16,759	16,000	13,500	2,500	18,000	2,000	
Licenses / Registrations	722	2,015	2,015	-	2,015	-	
Fuel Storage Tank Fees	9,773	14,000	15,000	(1,000)	14,000	-	
Use and Other Taxes	4,886	7,500	7,500	-	7,500	-	
Sales Tax	152,295	190,000	190,000	-	220,000	30,000	
Total Taxes	184,435	229,515	228,015	1,500	261,515	32,000	14%
Radio Site Lease-Diablo	40,457	42,500	42,500	-	43,775	1,275	
Equipment Leases	8,009	9,000	9,000	-	9,000	-	
Total Leases	48,466	51,500	51,500	-	52,775	1,275	2%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
Business Expense- Tran	346	-	-	-	500	500	
Business Expense-admin	-	400	250	150	400	-	
Business Expense-Fin	2,730	2,000	2,000	-	2,000	-	
Board Travel	20,653	28,000	20,000	8,000	25,000	(3,000)	
Staff Travel	56,048	67,500	55,000	12,500	60,000	(7,500)	
CTA Dues	14,236	14,950	14,950	-	15,399	449	
APTA Dues	35,029	35,560	36,650	(1,090)	36,650	1,090	
Other Memberships	-	3,000	-	3,000	3,000	-	
Business Expense	2,982	4,000	4,000	-	4,000	-	
Training Program	6,301	9,139	25,000	(15,861)	25,000	15,861	
Training / Subs-Gm	1,533	7,000	7,000	-	7,000	-	
Misc exp	445	1,000	1,000	-	1,000	-	
Employee Functions	30,409	35,000	35,000	-	35,000	-	
Employee Awards	4,376	5,000	5,000	-	5,000	-	
Departing Emp gifts	207	300	1,000	(700)	1,000	700	
Paypal fees	3,102	3,400	4,000	(600)	4,000	600	
Total Miscellaneous	178,397	216,249	210,850	5,399	224,949	8,700	4%
Alamo Creek Shuttle	122,057	124,000	125,000	(1,000)	127,720	3,720	
St Mary's Shuttle	48,564	48,000	48,000	-	49,440	1,440	
Cal State rte. 260 Shuttle	98,793	105,000	94,100	10,900	108,150	3,150	
Total Purchased Transportation	269,414	277,000	267,100	9,900	285,310	8,310	3%
Total Other Operating Expense	5,524,927	6,589,831	6,958,526	(368,695)	7,255,574	665,743	10%
Contingency			500,000	(500,000)	800,000	800,000	
TOTAL FIXED ROUTE EXPENSE	29,179,506	31,456,897	32,309,417	(852,520)	33,591,843	2,134,946	7%

County Connection
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
OPERATING EXPENSE DETAIL

Attachment A

Account Desc	FY 2017 Actual	FY 2018 Estimated	FY 2018 Budget	Over (Under) FY 2018 Budget	Proposed FY 2019 Budget	Over (Under) FY 2018 Est/Actual	Over (Under) % FY 2018 Est/Actual
Paratransit							
Wages	72,816	122,310	100,286	22,024	172,525	50,215	
Sick Wages	4,133	4,300	4,360	(60)	7,332	3,032	
Holiday Pay	2,681	5,000	5,724	(724)	9,687	4,687	
Vacation Pay	7,252	6,000	8,746	(2,746)	10,709	4,709	
Absence pay	-	558	558	-	940	382	
Cafeteria Plan	6,804	7,734	9,406	(1,672)	9,406	1,672	
FICA	1,013	1,736	1,736	-	2,917	1,181	
PERS	18,806	13,615	13,497	118	18,264	4,649	
Medical	8,659	9,136	9,630	(494)	9,630	494	
Dental	1,321	2,188	1,592	596	4,534	2,346	
Life Insurance	814	988	920	68	1,630	642	
SUI	239	886	886	-	1,329	443	
Legal Fees	-	3,000	3,000	-	15,000	12,000	
Bank Service Charge	218	164	-	164	-	(164)	
Building Maint Services	1,100	1,572	1,500	72	1,500	(72)	
Radio Maint Services	5,655	6,018	6,100	(82)	6,100	82	
Community Van Maint	19,799	16,064	5,000	11,064	16,000	(64)	
Office Supply, PTF	4,291	3,312	3,400	(88)	4,400	1,088	
Gas and Electric	22,273	25,000	25,000	-	25,000	-	
Cell Phone	1,120	1,700	1,450	250	2,500	800	
Sales Tax	-	150	300	(150)	300	150	
Purchased Trans-LINK	4,902,547	5,250,000	5,433,250	(183,250)	5,407,500	157,500	
Purchased Trans-BART	137,449	150,000	164,800	(14,800)	154,500	4,500	
Other Purch Trans	-	-	1,000	(1,000)	500	500	
Training / Subscriptions	-	350	200	150	350	-	
Other Misc Expenses	382	250	500	(250)	500	250	
Total Paratransit	5,219,372	5,632,031	5,802,841	(170,810)	5,883,053	251,021	4%
TOTAL CCCTA	34,398,878	37,088,928	38,112,258	(1,023,330)	39,474,896	2,385,968	6%
PERS GASB 68 Adjustment	(17,761)	-	-	-	-	-	
TOTAL CCCTA	34,381,117	37,088,928	38,112,258	(1,023,330)	39,474,896	2,385,968	6%

RESOLUTION NO. 2018-____
BOARD OF DIRECTORS
CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STATE OF CALIFORNIA

ADOPTION OF FINAL FISCAL YEAR 2019 OPERATING AND CAPITAL BUDGET
IN THE AMOUNT OF \$46,063,896

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 adoption of an operating and capital budget is required by the Joint Exercise of Powers Agreement and Bylaws of CCCTA, and is necessary for obtaining both Federal and State funds to support the CCCTA's transit program; and

WHEREAS, the General Manager and the Chief Finance Officer have prepared and presented to the Board of Directors a proposed final Operating Budget for Fiscal Year 2019 in the amount of \$39,474,896, which sets forth projected revenues and expenses associated with CCCTA's operating and maintenance program; and

WHEREAS, the General Manager and Chief Finance Officer have prepared and presented a proposed final Capital Budget for Fiscal Year 2019 in the amount of \$6,589,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority adopts the Operating and Capital Budget for Fiscal Year 2019, a copy of which is attached and incorporated by this reference; and

BE IT FURTHER RESOLVED that the General Manager is directed to submit this budget to the Metropolitan Transportation Commission, together with a copy of this resolution at the earliest practicable date.

Regularly passed and adopted this 21st day of June 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Rob Schroder, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board