

County Connection

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

ADMINISTRATION & FINANCE COMMITTEE MEETING AGENDA

**Wednesday, October 10, 2018
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 September 12, 2018*
4. Income Statements for the Fiscal Year Ended June 30, 2018*
5. Review of Vendor Bills, September 2018**
6. Approval of Legal Services Statement, August 2018 General, July 2018 Labor
7. Next Scheduled Meeting – October 31, 2018
8. Adjournment

*Enclosure

**Enclosure for Committee Members

***To be mailed under separate cover

****To be available at the meeting.

FY2018/2019 A&F Committee

Don Tatzin – Lafayette, Al Dessayer-Moraga, Kevin Wilk-Walnut Creek

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

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

General Information

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

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

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

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

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

Shuttle Service: With 24-hour notice, a County Connection LINK shuttle can be available at the BART station nearest the meeting location for individuals who want to attend the meeting. To arrange for the shuttle service, please call 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, October 18, 9:00 a.m., County Connection Board Room
Administration & Finance:	October 31, Supervisor Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA 94549
Advisory Committee:	TBA. County Connection Board Room
Marketing, Planning & Legislative:	Thursday, October 11, 9:30 a.m., Supervisor Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA 94549
Operations & Scheduling:	Friday, October 5, 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

Administration and Finance Committee
Summary Minutes
September 12, 2018

The meeting was called to order at 9:00 a.m. in Lafayette at 3338 Mt. Diablo Blvd. Those in attendance were:

Committee Members: Director Al Dessayer
 Director Don Tatzin
 Director Keith Haydon

Staff: General Manager Rick Ramacier
 Chief Operating Officer Scott Mitchell
 Chief Financial Officer Erick Cheung
 Lisa Rettig Director of Human Resources
 Kristina Martinez Director of Recruitment and EDD
 Jim Brown Director of IT
 Ruby Horta Director of Planning

Guests: None

1. Approval of Agenda- Approved.
2. Public Communication- None.
3. Approval of Minutes of July 11, 2018- Approved.
4. CCCTA Investment Policy-Quarterly Reporting Requirement – CFO Cheung reported that the portfolio as of June 30, 2018 complies with County Connection’s Investment Policy. Approved for the Board consent calendar.
5. Increasing Cafeteria Amounts for Non Represented Employees – Director Rettig reported that County Connection contracts under the Public Employee’s Medical and Hospital Care Act (PEMHCA) for Administrative employee benefits. The current MOUs with the ATU and Teamsters increase the Cafeteria Plan annually using a formula that averages the increases in the two (2) most popular health plans by coverage level and splitting that amount and adding it to the Cafeteria Plan. In recent history the Board has provided the same increases to the Administrative Employees Cafeteria Plan in the interest of equality. For 2019, the two most popular health plans are Kaiser and Anthem Traditional which had a 1% decrease and 23% increase, respectively. The total actual cost to implement the cafeteria increases for all 3 employee groups is \$161,000. The budgeted amount for this increase was \$50,000. The committee approved the monthly increase for the Administrative Employee Cafeteria Plan to the Board for consent.
6. Amendment to the CCCTA Records Retention Policy – Director Martinez reported that the last amendment to County Connection’s Records Retention Policy was January 15, 2003. Following the recent FY 2018 Federal Transit Administration Triennial Review, the report noted that our Americans with Disabilities Act complaint record retention process was insufficient. County Connection retains an extensive ADA complaint log but the complaint records have not been formally included with the Records Retention Policy. Staff has prepared an amended Records Retention Policy which includes ADA complaints in the list of record retention categories to maintain ADA Complaints for 1 year and Summaries of ADA Complaints for 5 years. The committee recommends that the Boards of Directors adopt an amended County Connection Records Retention Policy on consent.

7. Upgrade of Fixed Route On-board Cellular/WiFi Routers – Director Brown reported that in 2012, Cellular/WiFi Routers were installed in County Connection’s entire fixed-route fleet to accommodate the upgrade of Clever Devices with real-time CAD/AVL and BusTracker. These Routers connect the electronics on each coach to the Internet via Sprint 3G service allowing for constant monitoring of each vehicle. In 2015, on-board WiFi was enabled through these routers so that passengers could connect their phones/laptops for free Internet service. Various internal and passenger facing systems require these Routers to operate. The existing Routers have become outdated and will cease to function at the end of 2019. The new LTE Routers are necessary prior to that date and have an estimated lifespan of approximately 6-8 years. The new LTE Routers will be capable of upgrading to the forthcoming 5G service and approximately 10 times faster than the outgoing Routers, giving a large speed boost to the passenger-facing public WiFi. Coverage will increase as well, as LTE is more focused-on by the carrier with more towers available. Due to the discounts that Sprint is offering to upgrade from 3G to LTE, our monthly data service costs will actually go down. The current data cost of \$4,873 per month will go down to \$1,875 per month. A savings of nearly 60%. County Connection is seeking approval from the Board of Directors to spend \$155k on the LTE Routers for the entire fleet. The committee recommends approval of the new Cellular/Wifi Routers for the fixed route fleet to the Board.
8. Amendment of 5-year IT Replacement Plan – Director Brown reported that LINK utilizes Trapeze Pass to track passenger information, schedule rides and create daily manifests. These hardcopy paper manifests are sent with each driver at the beginning of their route, which works well in a static manner that’s devoid of problems or changes to the route. When cancellations, changes or problems occur, which happens multiple times per day, everything is handled manually by dispatch and relayed via radio. This is becoming increasingly inefficient and unmanageable. Purchasing a real-time GPS and dynamic scheduling module with mobile tablets and incorporating that with our existing Trapeze Pass software would provide efficiencies for drivers and riders from better management to on-time performance. Staff would recommend amending the existing the 5-year IT Replacement Plan by adding a real-time GPS and dynamic scheduling module for an estimated cost of less than \$200,000. The committee recommends approval of the amended 5 year IT spending plan to include the real-time GPS, dynamic dispatching, and a periodic review of the plan and funding to the Board of Directors.
9. SB1 State of Good Repair Funds – Director Horta reported Senate Bill 1 (SB1) provides approximately \$105 million annually to transit operators for eligible transit maintenance, rehabilitation and capital projects. These funds are referred to as State of Good Repair (SGR). The SGR Program is funded from a portion of a new Transportation Improvement fee on vehicle registrations. Based on the State Controller’s Office (SCO) allocation estimate, County Connection is eligible to receive \$119,162. Eligible projects for SGR funding include security equipment and systems, as well as preventative maintenance. Our goal is to use SGR funds to support the ongoing maintenance of our onboard technology. Staff recommends applying for a grant amount of \$119,162 in FY 2018-19 SGR funds to pay for the ongoing maintenance expenses related to the ITS systems. The committee recommends approval to apply for the grant of \$119,162 in SGR funds to pay for ongoing maintenance expenses to the Board of Directors on consent.
10. Route 5 Amendment – Director Horta reported County Connection and the City of Walnut Creek have negotiated an amendment to the Route 5 agreement to account for the increase in ridership. Both parties agreed to extend the agreement on an indefinite basis, at an annual subsidy of \$131,058 a year to offset the fare revenue lost by providing all Route 5 passengers free rides. County Connection and City of Walnut Creek will continue to monitor ridership on an annual basis and propose fare adjustments, as needed. The committee recommends approval of the proposed amendment with the City of Walnut Creek for contributions of \$131,058 to the Board of Directors on consent.
11. Paratransit Van Replacement – COO Mitchell reported County Connection County Connection needs to replace forty-two (42) 22-foot Paratransit vans and three (3) minivans for the Link service. The Moronogo Basin Transit Authority in partnership with CalACT put together a consortium Request for Proposal for Paratransit vans. As a member of CalACT, County Connection is eligible to purchase Paratransit vans off of this Contract. County Connection has Federal Grants and Local Match Bridge Toll/TDA funds for

\$5,409,000. The committee recommends that the General Manager be authorized to release a purchase order and Letter to Proceed to Creative Bus Sales for the purchase of forty-two (42) 22-foot Paratransit vans and three (3) minivans. Total cost of the vehicles including tax and delivery not to exceed \$5,409,000.

12. Review of Vendor Bills, July and August 2018 - Reviewed.
13. Legal Services Statement, May 2018 – July 2018 General & May 2018 – June 2018 Labor- Approved.
14. Adjournment- The meeting was adjourned. The next meeting is set for scheduled Wednesday, October 10th, October 31st, and December 4th at 3338 Mt. Diablo Blvd, Lafayette, CA.

Erick Cheung, Chief Financial Officer

County Connection

INTER OFFICE MEMO

To: Administration & Finance Committee
From: Erick Cheung, Chief Finance Officer

Date: October 10, 2018

SUBJECT: Income Statements for the Fiscal Year Ended June 30, 2018

The attached unaudited County Connection Income Statements for FY 2018 are presented for your review. The combined expenses of \$35,486,143 for Fixed Route and Paratransit, (Schedule 1), are **-6.9% under the budget or -\$2,626,115**. The expense categories with the most significant variances are:

Wages	\$(331,065)	(2.3)%	Other wages are lower by -\$327K due to Manager of Marketing, Mechanic, Transit Supervisor, and Assistant Trainer vacancies.
Fringe Benefits	\$(576,079)	(5.5)%	Fringe Benefits are under budget due to vacancies for pension for -\$204K and medical/cafeteria due to vacancies and no increases in medical in calendar 2018 for -\$451K. This was offset by workers compensation costs over budget by \$241K.
Services	\$(355,360)	(16.9)%	Services are under mainly due to lower IT contracts for -\$60K, service vehicle repair for -\$92K, and legal services of -\$165K.
Materials & Supplies	\$(348,821)	(12.1)%	Materials and supplies are lower due to lower diesel fuel costs of -\$285K and fewer repair parts expenses of -\$48K.
Special Trip Services	\$(304,894)	(5.2)%	Increase in amended contract with First Transit lower than budgeted.
Contingency	\$(500,000)	(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 -7.2% under budget and Paratransit expenses are -4.9% under budget.

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

Passenger fares/special fares	\$(47,182)	(1.0)%	Fixed route passenger fares/special fares are -\$44K lower than budget and Paratransit fares are -\$4K under budget. Compared to the same period in the prior year, Fixed route is higher by \$111K or 2.6% due to new agreements with City of Walnut Creek for Routes 4, 5 & 7. Paratransit fares are -\$11K or -2.2% due to lower prepaid billings compared to prior year.
TDA revenue earned	\$(2,894,067)	(14.0)%	TDA revenue is lower due to lower than expected expenses.

Other revenue	\$239,002	236.1%	Sale of 27 fixed route buses that were replaced last fiscal year for \$134K. LAIF interest income of \$105K with rates rising which is an increase of \$61K.
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Fixed Route Operator Wages (Schedule 4)

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

- Platform (work time) is -0.5% under budget.
- Overtime is 24.5% over budget.
- Training is -13.9% under budget.
- Overall wages for operators are slightly 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 have increased 2.6% more than FY 2017 and -2.1% less than FY 2016.
- The farebox recovery ratio is -0.1% less than FY 2017 and -7.3% lower than FY 2016. The ratio is 14.5% in FY 2018; 14.6% in FY 2017 and 15.7% in FY 2016.
- Operating expenses are 2.7% more than in FY 2017 and 5.5% more than in FY 2016.
- Fixed route revenue hours are 3.3% more than FY 2017 and 0.2% more than FY 2016.
- The cost per revenue hour has decreased -0.6% compared to FY 2017 and increased 5.4% compared to FY 2016.
- Passengers have decreased -1.5% compared to FY 2017 and -7.4% compared to FY 2016.
- The cost per passenger has increased 4.3% compared to FY 2017 and 14.0% compared to FY 2016.
- Passengers per revenue hour has decreased -4.7% compared to FY 2017 and -7.6% compared to FY 2016.

Paratransit:

- Passenger fares have decreased -2.2% compared to FY 2017 and -8.3% compared to FY 2016.
- The farebox ratio is less than FY 2017 and FY 2016. The ratio is 9.1% in FY 2018; 9.9% in FY 2017; and 10.1% in FY 2016.
- Expenses have increased 5.7% compared to FY 2017 and 2.0% compared to FY 2016.
- Revenue hours are 0.6% more than FY 2017 and -8.0% less than FY 2016.
- Passengers have decreased -1.0% compared to FY 2017 and -6.2% compared to FY 2016.
- The cost per passenger has increased 6.8% since FY 2017 and 8.7% compared to FY 2016.
- Paratransit passengers per revenue hour have decreased -1.6% compared to FY 2017 and increased 2.0% compared to FY 2016.

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2018 Year to Date Comparison of Actual vs Budget
Combined Fixed Route and Paratransit Income Statement
For the Fiscal Year Ended June 30, 2018

	Actual	Budget	Variance	% Variance
Revenues				
Passenger fares	\$ 3,221,580	\$ 3,359,600	\$ (138,020)	-4.1%
Special fares	1,635,867	1,545,029	90,838	5.9%
	<u>4,857,447</u>	<u>4,904,629</u>	<u>(47,182)</u>	<u>-1.0%</u>
Advertising	615,631	615,938	(307)	0.0%
Safe Harbor lease	20,871	8,870	12,001	135.3%
Other revenue	340,232	101,230	239,002	236.1%
Federal operating	1,279,712	1,375,000	(95,288)	-6.9%
TDA earned revenue	17,755,507	20,649,574	(2,894,067)	-14.0%
STA revenue	2,379,559	2,365,824	13,735	0.6%
Measure J	6,239,347	6,069,815	169,532	2.8%
Other operating assistance	1,997,837	2,021,378	(23,541)	-1.2%
	<u>30,628,696</u>	<u>33,207,629</u>	<u>(2,578,933)</u>	<u>-7.8%</u>
Total Revenue	\$ 35,486,143	\$ 38,112,258	\$ (2,626,115)	-6.9%
Expenses				
Wages- Operators	\$ 8,347,232	\$ 8,350,000	\$ (2,768)	0.0%
Wages-Other	5,924,270	6,252,567	(328,297)	-5.3%
	<u>14,271,502</u>	<u>14,602,567</u>	<u>(331,065)</u>	<u>-2.3%</u>
Fringe Benefits	9,829,586	10,405,665	(576,079)	-5.5%
Services	1,744,972	2,100,332	(355,360)	-16.9%
Materials & Supplies	2,529,043	2,877,864	(348,821)	-12.1%
Utilities	356,152	417,450	(61,298)	-14.7%
Insurance	722,557	850,865	(128,308)	-15.1%
Taxes	226,116	228,315	(2,199)	-1.0%
Leases and Rentals	42,499	51,500	(9,001)	-17.5%
Miscellaneous	202,460	211,550	(9,090)	-4.3%
Special Trip Services	5,561,256	5,866,150	(304,894)	-5.2%
Operations	35,486,143	37,612,258	(2,126,115)	-5.7%
Contingency Reserve	-	500,000	(500,000)	-100.0%
Total Expenses	\$ 35,486,143	\$ 38,112,258	\$ (2,626,115)	-6.9%
Net Income (Loss)	\$ -	\$ -	\$ -	
Revenue Hours	298,516	290,727	7,789	2.7%
Cost per Rev Hr.	\$ 118.73	\$ 130.92	\$ (12.18)	-9.3%
Passengers	3,550,559	3,605,462	(54,903)	-1.5%
Cost per Passenger	\$ 9.99	\$ 10.57	\$ (0.58)	-5.5%
Farebox ratio	13.7%	12.9%	0.8%	6.4%
<i>(fares, spec fares/Oper exp-w/o contingency-leases)</i>				

Schedule 1-Combined Fixed Route & Paratransit

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2018 Year to Date Comparison of Actual vs Budget
Fixed Route Income Statement
For the Fiscal Year Ended June 30, 2018

	Actual	Budget	Variance	% Variance
Revenues				
Passenger fares	\$ 2,717,552	\$ 2,852,100	\$ (134,548)	-4.7%
Special fares	1,635,867	1,545,029	90,838	5.9%
	4,353,419	4,397,129	(43,710)	-1.0%
Advertising	615,631	615,938	(307)	0.0%
Safe Harbor lease	20,871	8,870	12,001	135.3%
Other revenue	340,232	101,130	239,102	236.4%
TDA earned revenue	16,756,023	19,148,700	(2,392,677)	-12.5%
STA revenue	1,612,760	1,612,760	-	0.0%
Measure J	4,408,343	4,543,512	(135,169)	-3.0%
Other operating assistance	1,861,500	1,881,378	(19,878)	-1.1%
	25,615,360	27,912,288	(2,296,928)	-8.2%
Total Revenue	\$ 29,968,779	\$ 32,309,417	\$ (2,340,638)	-7.2%
Expenses				
Wages- Operators	\$ 8,347,232	\$ 8,350,000	\$ (2,768)	0.0%
Wages-Other	5,832,686	6,152,281	(319,595)	-5.2%
	14,179,918	14,502,281	(322,363)	-2.2%
Fringe Benefits	9,774,535	10,348,610	(574,075)	-5.5%
Services	1,706,343	2,084,732	(378,389)	-18.2%
Materials & Supplies	2,524,665	2,874,464	(349,799)	-12.2%
Utilities	333,025	391,000	(57,975)	-14.8%
Insurance	722,557	850,865	(128,308)	-15.1%
Taxes	226,116	228,015	(1,899)	-0.8%
Leases and Rentals	42,499	51,500	(9,001)	-17.5%
Miscellaneous	202,455	210,850	(8,395)	-4.0%
Purchased Transportation	256,666	267,100	(10,434)	-3.9%
Operations	29,968,779	31,809,417	(1,840,638)	-5.8%
Contingency Reserve	-	500,000	(500,000)	
Total Expenses	\$ 29,968,779	\$ 32,309,417	\$ (2,340,638)	-7.2%
Net Income (Loss)	\$ -	\$ -	\$ -	
Revenue Hours	228,293	220,931	7,362	3.3%
Cost per Rev Hr.	\$ 131.09	\$ 146.01	\$ (14.92)	-10.2%
Passengers	3,414,611	3,468,172	(53,561)	-1.5%
Cost per Passenger	\$ 8.78	\$ 9.32	\$ (0.54)	-5.8%
Passengers per Rev Hr.	14.96	15.70	(0.74)	-4.7%
Farebox recovery ratio	14.5%	13.8%	0.7%	5.1%

(fares, spec fares/Oper exp-w/o contingency-leases)

Schedule 2-Fixed Route

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
Paratransit Income Statement
FY 2018 Year to Date Comparison of Actual vs Budget
For the Fiscal Year Ended June 30, 2018

	Actual	Budget	Variance	% Variance
Revenues				
Passenger fares	\$ 504,028	\$ 507,500	\$ (3,472)	-0.7%
	504,028	507,500	(3,472)	-0.7%
Other revenue	-	100	(100)	-100.0%
Federal operating	1,279,712	1,375,000	(95,288)	-6.9%
TDA earned revenue	999,484	1,500,874	(501,390)	-33.4%
STA revenue	766,799	753,064	13,735	1.8%
Measure J	1,831,004	1,526,303	304,701	20.0%
Other operating assistance	136,337	140,000	(3,663)	-2.6%
	5,013,336	5,295,341	(282,005)	-5.3%
Total Revenue	\$ 5,517,364	\$ 5,802,841	\$ (285,477)	-4.9%
Expenses				
Wages-Other	\$ 91,584	\$ 100,286	\$ (8,702)	-8.7%
	91,584	100,286	(8,702)	-8.7%
Fringe Benefits	55,051	57,055	(2,004)	-3.5%
Services	38,629	15,600	23,029	147.6%
Materials & Supplies	4,378	3,400	978	28.8%
Utilities	23,127	26,450	(3,323)	-12.6%
Taxes	-	300	(300)	-100.0%
Miscellaneous	5	700	(695)	-99.3%
Special Trip Services	5,304,590	5,599,050	(294,460)	-5.3%
Total Expenses	\$ 5,517,364	\$ 5,802,841	\$ (285,477)	-4.9%
Net Income (Loss)	\$ -	\$ -	\$ -	
Revenue Hours	70,223	69,796	427	0.6%
Cost per Rev Hr.	\$ 78.57	\$ 83.14	\$ (4.57)	-5.5%
Passengers	135,948	137,290	(1,342)	-1.0%
Cost per Passenger	\$ 40.58	\$ 42.27	\$ (1.68)	-4.0%
Passengers per Rev Hr.	1.94	1.97	(0.03)	-1.6%
Farebox ratio	9.1%	8.7%	0.4%	4.5%
<i>(fares, spec fares/Oper exp-leases)</i>				

Schedule 3- Paratransit

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
Operator Wages
For the Fiscal Year Ended June 30, 2018

	Year to Date		Variance	% Variance
	Actual	Budget		
Platform/report/turn in	\$ 6,738,884	\$ 6,769,929	\$ (31,045)	-0.5%
Guarantees	251,505	273,366	(21,861)	-8.0%
Overtime	414,711	333,054	81,657	24.5%
Spread	223,587	182,247	41,340	22.7%
Protection	294,916	341,512	(46,597)	-13.6%
Travel	240,331	240,929	(597)	-0.2%
Training	150,862	175,179	(24,317)	-13.9%
Other Misc.	32,436	33,785	(1,349)	-4.0%
	\$ 8,347,232	\$ 8,350,000	\$ (2,768)	0.0%

Schedule 4- Operator Wages

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
Other Revenue; Other Operating Assistance; Miscellaneous Expenses
For the Fiscal Year Ended June 30, 2018

Other Revenue	
Investment income (interest)	\$ 105,097
ADA Database Management revenue	75,000
Paypal Shipping revenue	947
RTC card revenue	2,490
Sale of capital assets	134,865
Various	21,833
	\$ 340,232
Other Operating Assistance	
RM2	\$ 145,339
BART feeder revenue	807,314
LCTOP	287,256
Lifeline grant	503,798
Homeland Security ITS	93,534
Special planning grant	24,259
	\$ 1,861,500
Miscellaneous Expenses	
Board Travel Expense	\$ 17,955
Staff Travel Expense	74,484
CTA Conference	14,948
APTA Dues	35,029
Employee functions	34,467
Business Expense, GM	2,659
Business Expense, Transportation	10
Business Expense, Finance	978
Employee Awards/Pins	2,011
Paypal fees	2,889
Training	13,659
Various other	3,366
	\$ 202,455

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2018 Year to Date Comparison of FY 2017 Actual & FY 2016 Actual
Statistics
For the Fiscal Year Ended June 30, 2018

	Actual FY2018	Actual FY2017	Variance Actual 2018 to Actual 2017	Actual FY2016	Variance Actual 2018 to Actual 2016
Fixed Route					
Fares	\$ 2,717,552	\$ 2,760,780	-1.6%	\$ 3,000,325	-9.4%
Special Fares	1,635,867	1,480,747	10.5%	1,447,303	13.0%
Total Fares	\$ 4,353,419	\$ 4,241,527	2.6%	\$ 4,447,628	-2.1%
Fares box recovery ratio	14.5%	14.6%	-0.1%	15.7%	-7.3%
Operating Exp (Less leases & adjust for GASB 68)	\$ 29,926,280	\$ 29,131,042	2.7%	\$ 28,354,932	5.5%
Revenue Hours	228,293	220,931	3.3%	227,916	0.2%
Cost per Rev Hour	\$ 131.09	\$ 131.86	-0.6%	\$ 124.41	5.4%
Passengers	3,414,611	3,468,172	-1.5%	3,689,110	-7.4%
Cost per Passenger	\$ 8.76	\$ 8.40	4.3%	\$ 7.69	14.0%
Passengers per Rev Hr.	14.96	15.70	-4.7%	16.19	-7.6%

Paratransit

Fares	\$ 504,028	\$ 515,182	-2.2%	\$ 549,620	-8.3%
Fares box recovery ratio	9.1%	9.9%	-7.4%	10.2%	-10.1%
Operating Exp (Less leases)	\$ 5,517,364	\$ 5,219,373	5.7%	\$ 5,408,836	2.0%
Revenue Hours	70,223	69,796	0.6%	76,309	-8.0%
Cost per Rev Hour	\$ 78.57	\$ 74.78	5.1%	\$ 70.88	10.8%
Passengers	135,948	137,290	-1.0%	144,873	-6.2%
Cost per Passenger	\$ 40.58	\$ 38.02	6.8%	\$ 37.34	8.7%
Passengers per Rev Hr.	1.94	1.97	-1.6%	1.90	2.0%