

# County Connection

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

## ADMINISTRATION & FINANCE COMMITTEE MEETING AGENDA

**Wednesday, June 5, 2019**

**10:00 a.m.**

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

## **NEW TIME AND 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 8, 2019\*
4. Income Statements for the Six Months Ended March 31, 2019\*
5. 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 and a Merit Pool for select management employees not to exceed \$40,000.)
6. Adoption of Gann Appropriations Spending Limitation for FY 2019-2020\*  
(Staff requests that the Committee forward to the Board of Directors for approval the Gann appropriations spending limitation of \$78,313,902 for FY 2019-20.)
7. Revised Fiscal Year 2020 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 2020 Budget following a public hearing.)
8. Review of Vendor Bills, May 2019\*\*
9. Approval of Legal Services Statement, March 2019 Labor \*\*
10. Next Scheduled Meeting – July 2, 2019
11. Adjournment

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\*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](http://www.countyconnection.com).

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

**Shuttle Service:** With advance 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 (925) 938-7433 between 8:00 am and 5:00 pm at least one day before the meeting.

## Currently Scheduled Board and Committee Meetings

Board of Directors:	June 20, 9:00 a.m., County Connection Board Room
Administration & Finance:	Wednesday, June 5, 10:00 a.m., Hanson Bridgett 1676 North California Blvd., Suite 620, Walnut Creek, CA
Advisory Committee:	TBA. County Connection Board Room
Marketing, Planning & Legislative:	Thursday, June 13, 8:30 a.m., Supervisor Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA 9454
Operations & Scheduling:	Monday, June 10, 8:15 a.m. Supervisor Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA 9454

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

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

## INTER OFFICE MEMO

Administration and Finance Committee  
Summary Minutes  
May 8, 2019

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

Committee Members:            Director Al Dessayer  
   Director Don Tatzin  
   Director Kevin Wilk

Staff:                                General Manager Rick Ramacier  
   Chief Financial Officer Erick Cheung  
   Assistant General Manager Bill Churchill  
   Director of Recruitment/DBE Officer Kristina Martinez  
   Legal Counsel Madeline Chun

1. Approval of Agenda- Approved
2. Public Communication- None
3. Approval of Minutes of April 10, 2019- Approved.
4. Closed Session Conference with Labor Negotiator (pursuant to Government Code Section 54957 and 54957.6)  
Unrepresented Employees – Legal Counsel – A&F moved amendment of revised rates for Legal Services to the Board for consideration and approval.
5. CCCTA Investment Policy – Quarterly Reporting Requirements – CFO Cheung reported that the portfolio as of March 31, 2019 complies with County Connection's Investment Policy. Approved for the Board consent calendar.
6. 2019 BART Bus Bridges – AGM Churchill reported that County Connection has been providing bus bridges to the Bay Area Rapid Transit (BART) agency for many years under an existing mutual aid agreement. Given the planned BART service interruptions for 2019, BART has requested that partner agencies, including County Connection, approve a separate agreement that identifies specific weekend closures. County Connection staff has review the proposed schedule and is confident in its ability to support the requested bus bridges for the dates requested. Staff recommends that the A&F Committee recommend the agreement for Board approval and GM to execute agreement. The A&F Committee recommended the 2019 BART Bus Bridge request to Board for approval and authorize the GM to execute the agreement with BART on consent.
7. Request to Post Proposed Disadvantaged Business Enterprise (DBE) Goal for Federal Fiscal Years (FYs) 2020-2022 – Director Martinez reported as part of the DBE Program, the regulations require grantees to establish a three-year overall goal for DBE participation in FTA-assisted contracts. The Board adopted a 5% overall DBE goal for FY2017 through FY2019 and was approved by the FTA. County Connection's next goal submission is due to FTA on August 1, 2019 covering FY2020 through FY2022. Staff is proposing a 4.65% overall goal based on federal contracting opportunities and DBE availability for those projects. Prior to submission to the FTA, the regulations require that County Connection post a notice on its official web site announcing the proposed goal. In addition, the notice will inform the public the proposed goal is available for inspection and comment for a 30-day period. Following public review, staff will apprise the A&F Committee of any comments received and will recommend the final overall DBE goal for adoption by the Board at their June meeting. The A&F Committee approved staff's recommendation to post the proposed DBE overall goal of 4.65% on the County Connection website and begin the 30 day public review and comment period.

8. Fiscal Year 2020 Draft Budget and Ten Year Forecast – CFO Cheung reported that the updated FY 2020 Budget proposes \$42.3 million in operational and capital expenses for fixed route and paratransit with revenues to offset these costs. The updated FY 2020 Budget and Forecast includes the following changes:

FY2020

- a. Increase in Workers Compensation expense based on premiums for \$13,000.
- b. Increase in Paratransit Purchased Transportation based on the proposed amount by Transdev for \$20,000.
- c. Decrease in Liability and Physical Damage premiums of \$25,500 based on amounts provided by CalTIP in mid-April.
- d. Correction of LCTOP revenue of \$757,828 which will subsidize Routes 11, 14, and 16 next fiscal year. This was included as part of fare revenue and should not have been shown in the LCTOP revenue line.
- e. Increase of \$98,798 in Measure J revenues based on estimates provided by CCTA staff. The increase is mainly due to true up amounts for FY 2018 based on actual sales tax revenue. CCTA has preliminarily estimated sales tax revenues to increase to \$91.8 million (FY 2019 - \$91.15 million) or 0.7% for FY 2020. The previous budget prepared by staff assumed a 2.5% increase.
- f. Net increase in TDA revenue of \$666,702 based on items above.
- g. Forecast Amendments would bring TDA reserves to \$17,762,000 in FY 2020 and decreases to \$814,00 by FY 2028:
  - i. Correction of LCTOP revenue for FY 2020 for \$757,828 and the forecast assumed \$350,000 in future years.
  - ii. Measure J FY 2018 true up revenue received in FY 2020 for approximately \$304,000 which would not reoccur in future years.

FY2019

- a. Increase in Workers Compensation expense to settle claims for an additional \$112,600.
- b. Increase in TDA revenue of \$112,600 based on item above.

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

9. Review of Vendor Bills, April 2019- Reviewed.
10. Legal Services Statement, February 2019 Labor & March 2019 General - Approved.
11. Adjournment- The meeting was adjourned. The next meeting is set for scheduled Wednesday, June 5<sup>th</sup> at 10 am in Walnut Creek and July 2<sup>nd</sup> and August 5<sup>th</sup> at 9am in Walnut Creek.

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Erick Cheung, Chief Financial Officer

# County Connection

## INTER OFFICE MEMO

To: Administration & Finance Committee

From: Erick Cheung, Chief Finance Officer

Date: June 5, 2019

**SUBJECT: Income Statements for the Six Months Ended March 31, 2019**

The attached unaudited County Connection Income Statements for nine months of FY 2019 are presented for your review. The combined expenses of \$27,839,774 for Fixed Route and Paratransit, (Schedule 1), **are -4.6% under the budget or -\$1,347,418**. The expense categories with the most significant variances are:

Wages	\$(132,513)	( 1.2)%	Operator wages are over budget as service is maintained but guarantees and overtime is higher due to vacancies and employees out on illness late 2018 and beginning this calendar year by \$145K. Other wages are lower by \$278K due to the Manager of Planning/Community Liaison and Customer Service & Outreach Coordinator positions were vacant during the first quarter and filled during second quarter of the fiscal year. The Director of Innovation and Mobility position is vacant with duties reassigned to planning staff.
Fringe Benefits	\$( 280,839)	( 3.5)%	Fringe Benefits are under budget due to vacancies but medical & cafeteria premiums rising in January 2019 based on MOUs.
Services	\$( 327,087)	( 19.3)%	Services are under budget due to lower promotions expense for \$82K, legal services of \$81K, and service vehicle repair for \$55K.
Materials & Supplies	\$( 146,230)	( 6.7)%	Materials and supplies are lower due to lower diesel fuel costs of \$184K, but offset by higher repair parts expenses of \$112K.
Special Trip Services	\$ 312,504	7.1%	Special Trip Services are over budget as Paratransit revenue hours are up 15.1%.
Contingency	\$( 600,000)	(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 -6.8% under budget and Paratransit expenses are 7.5% over budget.

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

Passenger fares/special fares	\$ 170,386	5.0%	Fixed route passenger fares/special fares are \$169K higher than budget since staff assumed a decrease of 3.0% based on past trends. Also, fares were increased on March 10 <sup>th</sup> for both. Compared to the same period in the prior year, fixed route is 0.1% lower; paratransit is 0.7% lower than prior year.
TDA revenue earned	\$( 2,259,911)	( 16.6)%	TDA revenue is lower due to lower than expected expenses.
STA revenue	\$499,207	11.7%	STA is over budget because MTC allocated remaining one time population based funds for \$785K.
Other revenue	\$112,311	84.5%	LAIF interest rates have nearly doubled from previous year from 1.2% to 2.4% which has brought in an additional \$106K.

#### **Fixed Route Operator Wages (Schedule 4)**

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

- Platform (work time) is \$50,500 or 1.0% over budget.
- Guarantees and Overtime are \$62,566 or 12.6% over budget due to vacancies and sick time.
- Training is \$15,344 or 13.6% over budget.
- Overall wages for operators are \$145,034 or 2.3% over budget.

#### **Statistics (Schedule 6)**

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

Fixed route:

- Passenger fares/special fares are 1.0% more than FY 2018 and 2.3% more than FY 2017.
- The farebox recovery ratio is 4.2% less than FY 2018 and 6.0% lower than FY 2017. The ratio is 14.0% in FY 2019; 14.6% in FY 2018 and 14.9% in FY 2017.
- Operating expenses are 5.4% more than in FY 2018 and 8.8% more than in FY 2017.
- Fixed route revenue hours are 1.3% more than FY 2018 and 3.5% more than FY 2017.
- The cost per revenue hour has increased 4.1% compared to FY 2018 and 5.1% compared to FY 2017.
- Passengers have decreased 4.0% compared to FY 2018 and 6.8% compared to FY 2017.
- The cost per passenger has increased 9.8% compared to FY 2018 and 16.7% compared to FY 2017.
- Passengers per revenue hour has decreased -5.2% compared to FY 2018 and -10.0% compared to FY 2017.

Paratransit:

- Passenger fares have decreased 0.7% compared to FY 2018 and increased 0.6% compared to FY 2017.
- The farebox ratio is less than FY 2018 and FY 2017. The ratio is 8.1% in FY 2019; 9.4% in FY 2018; and 9.7% in FY 2017.
- Expenses have increased 15.6% compared to FY 2018 and 20.9% compared to FY 2017.
- Revenue hours are 15.1% more than FY 2018 and 14.5% in FY 2017.
- Passengers have increased 2.4% compared to FY 2018 and 1.2% compared to FY 2017.
- The cost per passenger has increased 12.9% since FY 2018 and 19.4% compared to FY 2017.
- Paratransit passengers per revenue hour have decreased 11.0% compared to FY 2018 and 11.6% compared to FY 2017.

# CENTRAL CONTRA COSTA TRANSIT AUTHORITY

## FY 2019 Year to Date Comparison of Actual vs Budget Combined Fixed Route and Paratransit Income Statement For the Nine Months Ended March 31, 2019

	Actual	Budget	Variance	% Variance
<b>Revenues</b>				
Passenger fares	\$ 2,404,927	\$ 2,288,604	\$ 116,323	5.1%
Special fares	1,203,782	1,149,720	54,062	4.7%
	3,608,709	3,438,323	170,386	5.0%
Advertising	469,667	445,905	23,762	5.3%
Safe Harbor lease	26,468	13,238	13,230	99.9%
Other revenue	245,156	132,845	112,311	84.5%
Federal operating	1,040,635	1,044,600	(3,965)	-0.4%
TDA earned revenue	11,394,920	13,654,831	(2,259,911)	-16.6%
STA revenue	4,763,060	4,263,853	499,207	11.7%
Measure J	4,842,041	4,758,445	83,596	1.8%
Other operating assistance	1,460,718	1,446,752	13,967	1.0%
	24,242,665	25,760,468	(1,517,803)	-5.9%
<b>Total Revenue</b>	<b>\$ 27,851,374</b>	<b>\$ 29,198,792</b>	<b>\$ (1,347,418)</b>	<b>-4.6%</b>
<b>Expenses</b>				
Wages- Operators	\$ 6,375,266	\$ 6,230,232	\$ 145,034	2.3%
Wages-Other	4,479,138	4,756,685	(277,547)	-5.8%
	10,854,404	10,986,917	(132,513)	-1.2%
Fringe Benefits	7,672,362	7,953,201	(280,839)	-3.5%
Services	1,363,712	1,690,799	(327,087)	-19.3%
Materials & Supplies	2,031,044	2,177,274	(146,230)	-6.7%
Utilities	267,609	285,038	(17,429)	-6.1%
Insurance	655,897	714,413	(58,516)	-8.2%
Taxes	139,061	196,361	(57,300)	-29.2%
Leases and Rentals	41,529	39,581	1,948	4.9%
Miscellaneous	127,394	169,350	(41,956)	-24.8%
Special Trip Services	4,698,362	4,385,858	312,504	7.1%
<b>Operations</b>	<b>27,851,374</b>	<b>28,598,792</b>	<b>(747,418)</b>	<b>-2.6%</b>
Contingency Reserve	-	600,000	(600,000)	-100.0%
<b>Total Expenses</b>	<b>\$ 27,851,374</b>	<b>\$ 29,198,792</b>	<b>\$ (1,347,418)</b>	<b>-4.6%</b>
<b>Net Income (Loss)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Revenue Hours</b>	<b>232,628</b>	<b>222,498</b>	<b>10,130</b>	<b>4.6%</b>
<b>Cost per Rev Hr</b>	<b>\$ 119.55</b>	<b>\$ 131.05</b>	<b>\$ (11.51)</b>	<b>-8.8%</b>
<b>Passengers</b>	<b>2,544,811</b>	<b>2,644,473</b>	<b>(99,662)</b>	<b>-3.8%</b>
<b>Cost per Passenger</b>	<b>\$ 10.94</b>	<b>\$ 11.04</b>	<b>\$ (0.10)</b>	<b>-0.9%</b>
<b>Farebox ratio</b>	<b>13.0%</b>	<b>11.8%</b>	<b>1.2%</b>	<b>10.0%</b>
<i>(fares, spec fares/Oper exp-w/o contingency-leases)</i>				

### Schedule 1-Combined Fixed Route & Paratransit



**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2019 Year to Date Comparison of Actual vs Budget**  
**Fixed Route Income Statement**  
**For the Nine Months Ended March 31, 2019**

	Actual	Budget	Variance	% Variance
<b>Revenues</b>				
Passenger fares	\$ 2,022,909	\$ 1,907,979	\$ 114,930	6.0%
Special fares	1,203,782	1,149,720	54,062	4.7%
	3,226,691	3,057,698	168,993	5.5%
Advertising	469,667	445,905	23,762	5.3%
Safe Harbor lease	26,468	13,238	13,230	99.9%
Other revenue	245,156	132,770	112,386	84.6%
TDA earned revenue	10,066,284	12,450,015	(2,383,731)	-19.1%
STA revenue	4,291,500	3,792,293	499,207	13.2%
Measure J	3,447,426	3,551,330	(103,904)	-2.9%
Other operating assistance	1,333,801	1,343,252	(9,451)	-0.7%
	19,880,302	21,728,802	(1,848,500)	-8.5%
<b>Total Revenue</b>	<b>\$ 23,106,993</b>	<b>\$ 24,786,501</b>	<b>\$ (1,679,508)</b>	<b>-6.8%</b>
<b>Expenses</b>				
Wages- Operators	\$ 6,375,266	\$ 6,230,232	\$ 145,034	2.3%
Wages-Other	4,358,379	4,627,291	(268,912)	-5.8%
	10,733,645	10,857,523	(123,878)	-1.1%
Fringe Benefits	7,602,394	7,895,917	(293,523)	-3.7%
Services	1,327,053	1,661,849	(334,796)	-20.1%
Materials & Supplies	2,026,237	2,173,974	(147,737)	-6.8%
Utilities	252,760	264,413	(11,653)	-4.4%
Insurance	655,897	714,413	(58,516)	-8.2%
Taxes	139,061	196,136	(57,075)	-29.1%
Leases and Rentals	41,529	39,581	1,948	4.9%
Miscellaneous	127,394	168,712	(41,318)	-24.5%
Purchased Transportation	201,023	213,983	(12,960)	-6.1%
<b>Operations</b>	<b>23,106,993</b>	<b>24,186,501</b>	<b>(1,079,508)</b>	<b>-4.5%</b>
Contingency Reserve	-	600,000	(600,000)	
<b>Total Expenses</b>	<b>\$ 23,106,993</b>	<b>\$ 24,786,501</b>	<b>\$ (1,679,508)</b>	<b>-6.8%</b>
<b>Net Income (Loss)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Revenue Hours</b>	<b>172,326</b>	<b>170,156</b>	<b>2,170</b>	<b>1.3%</b>
<b>Cost per Rev Hr</b>	<b>\$ 133.85</b>	<b>\$ 145.44</b>	<b>\$ (11.59)</b>	<b>-8.0%</b>
<b>Passengers</b>	<b>2,440,990</b>	<b>2,543,090</b>	<b>(102,100)</b>	<b>-4.0%</b>
<b>Cost per Passenger</b>	<b>\$ 9.47</b>	<b>\$ 9.75</b>	<b>\$ (0.28)</b>	<b>-2.9%</b>
<b>Passengers per Rev Hr</b>	<b>14.16</b>	<b>14.95</b>	<b>(0.78)</b>	<b>-5.2%</b>
<b>Farebox recovery ratio</b>	<b>14.0%</b>	<b>12.7%</b>	<b>1.3%</b>	<b>10.5%</b>
<i>(fares, spec fares/Oper exp-w/o contingency-leases)</i>				

**Schedule 2-Fixed Route**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**Paratransit Income Statement**  
**FY 2019 Year to Date Comparison of Actual vs Budget**  
**For the Nine Months Ended March 31, 2019**

	Actual	Budget	Variance	% Variance
<b>Revenues</b>				
Passenger fares	\$ 382,018	\$ 380,625	\$ 1,393	0.4%
	382,018	380,625	1,393	0.4%
Other revenue	-	75	(75)	-100.0%
Federal operating	1,040,635	1,044,600	(3,965)	-0.4%
TDA earned revenue	1,328,636	1,204,816	123,820	10.3%
STA revenue	471,560	471,560	-	0.0%
Measure J	1,394,615	1,207,115	187,500	15.5%
Other operating assistance	126,917	103,500	23,417	22.6%
	4,362,363	4,031,666	330,697	8.2%
<b>Total Revenue</b>	<b>\$ 4,744,381</b>	<b>\$ 4,412,291</b>	<b>\$ 332,090</b>	<b>7.5%</b>
<b>Expenses</b>				
Wages-Other	\$ 120,759	\$ 129,394	\$ (8,635)	-6.7%
	120,759	129,394	(8,635)	-6.7%
Fringe Benefits	69,968	57,284	12,684	22.1%
Services	36,659	28,950	7,709	26.6%
Materials & Supplies	4,807	3,300	1,507	45.7%
Utilities	14,849	20,625	(5,776)	-28.0%
Taxes	-	225	(225)	-100.0%
Miscellaneous	-	638	(638)	-100.0%
Special Trip Services	4,497,339	4,171,875	325,464	7.8%
<b>Total Expenses</b>	<b>\$ 4,744,381</b>	<b>\$ 4,412,291</b>	<b>\$ 332,090</b>	<b>7.5%</b>
<b>Net Income (Loss)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Revenue Hours</b>	<b>60,302</b>	<b>52,342</b>	<b>7,960</b>	<b>15.2%</b>
<b>Cost per Rev Hr</b>	<b>\$ 78.68</b>	<b>\$ 84.30</b>	<b>\$ (5.62)</b>	<b>-6.7%</b>
<b>Passengers</b>	<b>103,821</b>	<b>101,383</b>	<b>2,438</b>	<b>2.4%</b>
<b>Cost per Passenger</b>	<b>\$ 45.70</b>	<b>\$ 43.52</b>	<b>\$ 2.18</b>	<b>5.0%</b>
<b>Passengers per Rev Hr</b>	<b>1.72</b>	<b>1.94</b>	<b>(0.22)</b>	<b>-11.1%</b>
<b>Farebox ratio</b>	<b>8.1%</b>	<b>8.6%</b>	<b>-0.6%</b>	<b>-6.7%</b>
<i>(fares, spec fares/Oper exp-leases)</i>				

**Schedule 3- Paratransit**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**Operator Wages**  
***For the Nine Months Ended March 31, 2019***

	Year to Date			
	Actual	Budget	Variance	% Variance
Platform/report/turn in	\$ 5,080,289	\$ 5,029,789	\$ 50,500	1.0%
Guarantees	229,042	187,719	41,323	22.0%
Overtime	330,776	309,533	21,244	6.9%
Spread	177,430	166,882	10,548	6.3%
Protection	248,119	220,120	27,999	12.7%
Travel	162,469	179,379	(16,910)	-9.4%
Training	127,945	112,601	15,344	13.6%
Other Misc	19,196	24,210	(5,014)	-20.7%
	<b>\$ 6,375,266</b>	<b>\$ 6,230,232</b>	<b>\$ 145,034</b>	<b>2.3%</b>

**Schedule 4- Operator Wages**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**Other Revenue; Other Operating Assistance; Miscellaneous Expenses**  
***For the Nine Months Ended March 31, 2019***

**Other Revenue**

Investment income (interest)	\$ 142,287
ADA Database Management revenue	75,000
Paypal Shipping revenue	711
RTC card revenue	2,285
Various	24,873
	<hr/>
	\$ 245,156

**Other Operating Assistance**

RM2	\$ 109,004
BART feeder revenue	619,593
LCTOP	270,912
Lifeline grant	225,000
Homeland Security ITS	89,372
Special Planning Grant Revenue	19,920
	<hr/>
	\$ 1,333,801

**Miscellaneous Expenses**

Board Travel Expense	\$ 3,943
Staff Travel Expense	42,554
CTA Conference	15,396
APTA Dues	26,622
Employee functions	22,109
Business Expense, GM	1,145
Employee Awards/Pins	2,489
Paypal fees	2,053
Training	6,535
Various other	4,548
	<hr/>
	\$ 127,394

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2019 Year to Date Comparison of FY 2018 Actual & FY 2017 Actual**  
**Statistics**  
**For the Nine Months Ended March 31, 2019**

	Actual FY2019	Actual FY2018	Variance Actual 2019 to Actual 2018	Actual FY2017	Variance Actual 2019 to Actual 2017
<b>Fixed Route</b>					
Fares	\$ 2,022,909	\$ 2,025,831	-0.1%	\$ 2,130,717	-5.1%
Special Fares	1,203,782	1,169,629	2.9%	1,023,372	17.6%
<b>Total Fares</b>	<b>\$ 3,226,691</b>	<b>\$ 3,195,460</b>	1.0%	<b>\$ 3,154,089</b>	2.3%
<i>Fares box recovery ratio</i>	<i>14.0%</i>	<i>14.6%</i>	-4.2%	<i>14.9%</i>	-6.0%
Operating Exp (Less leases)	\$ 23,065,464	\$ 21,882,788	5.4%	\$ 21,200,301	8.8%
Revenue Hours	172,326	170,156	1.3%	166,443	3.5%
Cost per Rev Hour	\$ 133.85	\$ 128.60	4.1%	\$ 127.37	5.1%
Passengers	2,440,990	2,543,090	-4.0%	2,618,435	-6.8%
Cost per Passenger	\$ 9.45	\$ 8.60	9.8%	\$ 8.10	16.7%
Passengers per Rev Hr	14.16	14.95	-5.2%	15.73	-10.0%

**Paratransit**

Fares	\$ 382,018	\$ 384,776	-0.7%	\$ 379,893	0.6%
<i>Fares box recovery ratio</i>	<i>8.1%</i>	<i>9.4%</i>	-14.1%	<i>9.7%</i>	-16.8%
Operating Exp (Less leases)	\$ 4,744,381	\$ 4,104,075	15.6%	\$ 3,925,165	20.9%
Revenue Hours	60,302	52,406	15.1%	52,670	14.5%
Cost per Rev Hour	\$ 78.68	\$ 78.31	0.5%	\$ 74.52	5.6%
Passengers	103,821	101,383	2.4%	102,599	1.2%
Cost per Passenger	\$ 45.70	\$ 40.48	12.9%	\$ 38.26	19.4%
Passengers per Rev Hr	1.72	1.93	-11.0%	1.95	-11.6%

To: A&F Committee

Date: May 28, 2019

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 FY20 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, 2019. 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. The General Manager requests a Merit Pool not to exceed \$40,000 for select management employees.

### **FINANCIAL IMPLICATIONS:**

The cost for the above increases will not exceed \$185,845; this amount is included in the FY20 Budget.

### **ACTION REQUESTED:**

Forward to Board with recommendation of Adoption of Resolution 2019-027



		PROPOSED FY 2020 PAYSACLE				STEPS				
		1	2	3	4	5	6	7	8	9
GRADE	POSITION	(MIN)								(MAX)
GRADE 13										
	ASSISTANT GENERAL MANAGER ADMINISTRATION	153,831								206,876
	CHIEF OPERATING OFFICER	153,831								206,876
	CHIEF FINANCIAL OFFICER	153,831								206,876
GRADE 12										
	DIRECTOR OF TRANSPORTATION	96,818								187,291
	DIRECTOR OF HUMAN RESOURCES	96,818								187,291
	DIRECTOR OF PLANNING & MARKETING	96,818								187,291
	DIRECTOR OF MAINTENANCE	96,818								187,291
	DIRECTOR OF IT	96,818								187,291
	DIRECTOR OF INNOVATION & MOBILITY	96,818								187,291
	DIRECTOR OF RECRUITMENT & EE DEV/DBE OFFICER	96,818								187,291
GRADE 11										
	MGR. OF ACCOUNTING	75,882								148,515
	MGR. TRAINING	75,882								148,515
	MGR. ACC SERVICE	75,882								148,515
	MGR. TRANSPORTATION	75,882								148,515
	MGR. PLANNING	75,882								148,515
	MGR. PURCHASING AND GRANTS	75,882								148,515
	FACILITY SUPERINTENDENT	75,882								148,515
GRADE 10										
	TRAINING COORDINATOR	69,841								94,942
	ASST. TO THE GM/CFO & BOARD CLERK	69,841								94,942
	ASST. MGR. CUST SERVICE	69,841								94,942
	PLANNER/COMMUNITY LIASON	69,841								94,942
	CHIEF SCHEDULER	69,841								94,942
GRADE 9										
	ASST. FACILITIES SUPER.	64,269	66,862	69,483	72,296	75,137	78,199	81,288	84,598	
	BUYER	64,269	66,862	69,483	72,296	75,137	78,199	81,288	84,598	
	MAINTENANCE ASSISTANT	64,269	66,862	69,483	72,296	75,137	78,199	81,288	84,598	
GRADE 8										
	PAYROLL SUPERVISOR	58,366	60,683	63,138	65,593	68,269	71,000	73,868	76,765	
	SERVICE SCHEDULER	58,366	60,683	63,138	65,593	68,269	71,000	73,868	76,765	
	HELP DESK & USER SUPPORT	58,366	60,683	63,138	65,593	68,269	71,000	73,868	76,765	
	HR SPECIALIST	58,366	60,683	63,138	65,593	68,269	71,000	73,868	76,765	
	SR. ACCOUNTING ASSIST.	58,366	60,683	63,138	65,593	68,269	71,000	73,868	76,765	
	FACILITY SPECIALIST	58,366	60,683	63,138	65,593	68,269	71,000	73,868	76,765	



		PROPOSED FY 2020 Payscale								
		STEPS								
GRADE	POSITION	1 (MIN)	2	3	4	5	6	7	8	9 (MAX)
GRADE 7	DATA ANALYST	53,043	55,250	57,401	59,690	62,145	64,573	67,166	69,841	
	ASST. SCHEDULER	53,043	55,250	57,401	59,690	62,145	64,573	67,166	69,841	
	PAYROLL SPECIALIST	53,043	55,250	57,401	59,690	62,145	64,573	67,166	69,841	
	ADMIN ASST. III	53,043	55,250	57,401	59,690	62,145	64,573	67,166	69,841	
	SENIOR CUSTOMER SERVICE REP	53,043	55,250	57,401	59,690	62,145	64,573	67,166	69,841	
GRADE 6	C.S REP.	48,216	50,202	52,215	54,257	56,463	58,725	61,042	63,469	
	ADA SPECIALIST	48,216	50,202	52,215	54,257	56,463	58,725	61,042	63,469	
GRADE 5	LEAD CUSTODIAN	39,775	41,348	43,030	44,740	46,533	48,436	50,312	52,353	
GRADE 4	CUSTODIAN	36,189	37,624	39,113	40,741	42,341	44,051	45,788	47,637	



## INTER OFFICE MEMO

To: Administration & Finance Committee

Date: June 5, 2019

From: Erick Cheung, Chief Finance Officer

**SUBJECT: Adoption of Gann Appropriations Spending Limitation for FY 2019-2020**

### 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 increase 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 2018-19 spending limit = 2019-20 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  
 $1.0070 \times 1.0385 = 1.0458$

2. Ratio of change x 2018-2019 spending limit =2019-2020 spending limit:  
 $1.0458 \times \$74,884,205 = \$78,313,902$

Based on the above calculations, **the Gann appropriations spending limit for FY 2019-2020 is \$78,313,902** (Exhibit A). The actual County Connection non-federal appropriations budget for FY 2019-2020 is \$40,891,087, which is \$37,422,815 below the spending limitation.

### Recommendation:

By State law, the County Connection Board of Directors must adopt an appropriations limitation. The staff recommends the A&F Committee approve Resolution 2019-026 to set the Gann appropriations spending limitation of \$78,313,902 for FY 2019-20 to the Board.

## COMPUTATION OF GANN APPROPRIATIONS SPENDING LIMIT FOR FY 2020

Contra Costa County change in population		0.70	
Converted to a ratio	1.007		
Percentage change in per capita personal income		3.85	
Converted to a ratio	1.0385		
<i>Source: California Department of Finance</i>			
Ratio of change:			
1.0070 x 1.0385 =		1.0458	(1)
FY 2019 appropriations limit		\$74,884,205	(2)
FY 2020 appropriations limit		\$78,313,902	(1)*(2)
FY 2020 operating budget	\$41,582,087		
Less expenses paid by federal monies	-\$1,380,000		
	\$40,202,087		
FY 2020 capital budget	\$689,000		
Less expenses paid by federal monies	\$0		
	\$689,000		
Operating and capital appropriation		\$40,891,087	
Under limit		\$37,422,815	

May 2019

Dear Fiscal Officer:

**Subject: Price Factor and Population Information**

**Appropriations Limit**

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2019, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2019-20. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2019-20 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

**Population Percent Change for Special Districts**

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

**Population Certification**

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2019.**

**Please Note:** The prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

KEELY BOSLER  
Director  
By:

Vivek Viswanathan  
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2019-20 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2019-20	3.85

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2019-20 appropriation limit.

**2019-20:**

Per Capita Cost of Living Change = 3.85 percent  
Population Change = 0.47 percent

Per Capita Cost of Living converted to a ratio:  $\frac{3.85 + 100}{100} = 1.0385$

Population converted to a ratio:  $\frac{0.47 + 100}{100} = 1.0047$

Calculation of factor for FY 2019-20:  $1.0385 \times 1.0047 = 1.0434$

Fiscal Year 2019-20

**Attachment B**  
**Annual Percent Change in Population Minus Exclusions\***  
**January 1, 2018 to January 1, 2019 and Total Population, January 1, 2019**

<b>County City</b>	<b><u>Percent Change</u></b>	<b><u>--- Population Minus Exclusions ---</u></b>		<b><u>Total Population</u></b>
	<b>2018-2019</b>	<b>1-1-18</b>	<b>1-1-19</b>	<b>1-1-2019</b>
Contra Costa				
Antioch	0.56	113,266	113,901	113,901
Brentwood	2.45	62,140	63,662	63,662
Clayton	0.19	11,631	11,653	11,653
Concord	0.31	129,493	129,889	129,889
Danville	0.37	45,103	45,270	45,270
El Cerrito	1.06	25,192	25,459	25,459
Hercules	1.00	25,964	26,224	26,224
Lafayette	0.96	26,077	26,327	26,327
Martinez	0.22	38,406	38,490	38,490
Moraga	0.31	16,886	16,939	16,939
Oakley	1.98	40,949	41,759	41,759
Orinda	0.74	19,331	19,475	19,475
Pinole	0.21	19,458	19,498	19,498
Pittsburg	0.74	72,006	72,541	72,541
Pleasant Hill	0.25	34,969	35,055	35,055
Richmond	0.28	110,128	110,436	110,436
San Pablo	0.25	31,737	31,817	31,817
San Ramon	0.94	83,179	83,957	83,957
Walnut Creek	0.90	69,498	70,121	70,121
Unincorporated	0.55	172,382	173,322	173,406
County Total	0.70	1,147,795	1,155,795	1,155,879

\*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

**RESOLUTION NO. 2019-026**

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

\* \* \*

**ADOPT AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019-20**

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 \$78,313,902, which shall be applicable to fiscal year 2019-20 as set forth in the attached appropriations limit documentation.

Regularly passed and adopted this 20st day of June, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Sue Noack, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

To: Administration and Finance Committee

Date: June 5, 2019

From: Erick Cheung, Chief Finance Officer

Reviewed by: Rick Ramacier, GM

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**SUBJECT: Fiscal Year 2020 Draft Budget and Ten Year Forecast**

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**SUMMARY:**

County Connection's Fiscal Year (FY) 2020 Draft Budget and Forecast are submitted to the Administration and Finance Committee (Committee) for review, discussion and approval to the Board. This was presented to the Committee in March, and approved by the Committee & Board in April so staff could submit a TDA claim to Metropolitan Transportation Commission (MTC). Staff provided an update last month and presented this month for review and approval. The Board of Directors after a public hearing will review the FY 2020 Budget and consider adoption.

The FY 2020 Budget proposes \$42,271,087 in operational and capital expenses. County Connection's main revenue source is TDA 4.0 funds from MTC; the budget proposes using \$18,478,064, which is \$2,431,304 less than MTC estimates we will receive next fiscal year of \$20,909,368. TDA reserves are estimated to end higher in FY 2020 with a balance of \$17,518,000. The only amendment from the May draft is an updated expense for Paratransit purchased transportation for FY 2019 for \$244,000 offset by TDA revenue. This is due to paratransit revenue hours increasing 15.1% over the previous year. Staff did not amend the FY 2020 budget for purchased paratransit services because of efficiencies that will be implemented with the new Paratransit provider.

**Overview of Fiscal Year 2019**

Expenses

Estimated Operating Expenses (Page 2) for FY 2019 are expected to be \$39,432,061, which is below the adopted budget of \$39,474,896 by \$42,835 (0.1%). The following is an analysis of estimated expenses in comparison to budget:

Category	Description	FY 2019 Estimated Amount (\$ in thousands)	FY 2019 Budget Amount (\$ in thousands)	Estimated Amount Over (Under) Budget (\$ in thousands)
<b>FIXED ROUTE</b>				
Wages and benefits	Wages and benefits are over budget since the MOUs were renewed after budget adoption. The budget did assume a 3% COLA as in past MOUs, but provided 3 months earlier than in year 1 of the new MOUs. Also, sick pay for operators is unusually high this year. Finally, medical/cafeteria rates went up between 15%-20%. This is part of the reason we incorporated a larger contingency amount than past years.	\$ 25,987	\$ 25,536	\$ 451
Services	Services are currently higher than budget because Clipper Fees have risen dramatically over the last couple of years. We have seen a switch from passes and cash to Clipper. Clipper FY18 expense - \$55K and estimated FY19 expense - \$90K.	\$ 2,249	\$ 2,216	\$ 33
Materials and supplies	Diesel fuel costs are rising, but lower than budget by \$125K.	\$ 2,752	\$ 2,910	\$ (158)
Other Categories		\$ 2,058	\$ 2,130	\$ (72)
Contingency	Contingency is reflected in FY19 estimate being higher for salaries and services.	\$ -	\$ 800	\$ (800)
	<b>Total Fixed Route</b>	<b>\$ 33,046</b>	<b>\$ 33,592</b>	<b>\$ (546)</b>
<b>PARATRANSIT</b>				
Wages and benefits	Wages and benefits are over budget with the hire of the ADA Manager through the staff reorganization.	\$ 261	\$ 249	\$ 12
Purchased transportation	First Transit Services are currently over budget due to higher revenue hours with more passengers and transfers which has increased our costs.	\$ 6,032	\$ 5,563	\$ 469
Other Categories		\$ 93	\$ 71	\$ 22
	<b>Total Paratransit</b>	<b>\$ 6,386</b>	<b>\$ 5,883</b>	<b>\$ 503</b>
	<b>Grand Total</b>	<b>\$ 39,432</b>	<b>\$ 39,475</b>	<b>\$ (43)</b>



## Revenues

Estimated Operating Revenues for FY 2019 are equal with estimated expenses at \$39,432,061, since the majority of County Connection's revenue is on a grant/reimbursement basis. The following is an analysis of estimated revenues in comparison to budget:

Category	Description	FY 2019 Estimated Amount (\$ in thousands)	FY 2019 Budget Amount (\$ in thousands)	Estimated Amount Over (Under) Budget (\$ in thousands)
<b>FIXED ROUTE</b>				
Fare/Special Fare Revenue	Fare revenue is higher than budget as the Board approved fare Increases effective March 10th. Staff will be monitoring this over the next couple of months.	\$ 4,216	\$ 4,091	\$ 125
Non-Operating Revenue	LAIF interest rates have nearly doubled over the previous year from Dec. 2017 of 1.2% to Dec. 2018 of 2.4% an additional \$87K.	\$ 296	\$ 195	\$ 101
STA	MTC allocated clean up allocations of remaining STA revenue funds for \$785K after budget adoption.	\$ 5,722	\$ 4,937	\$ 785
Measure J	Measure J overall is higher but lower than budget due to a swap for Paratransit Funds done after budget adoption.	\$ 4,596	\$ 4,735	\$ (139)
Other revenues	Advertising, LCTOP, Bart Express, and Lifeline.	\$ 2,356	\$ 2,386	\$ (30)
TDA 4.0	TDA 4.0 is considered revenue of last resort, as estimated expenses are lower and revenues are higher than budgeted, the use of TDA 4.0 revenue is lowered.	\$ 15,860	\$ 17,248	\$ (1,388)
	<b>Total Fixed Route</b>	<b>\$ 33,046</b>	<b>\$ 33,592</b>	<b>\$ (546)</b>
<b>Paratransit</b>				
Fare/Special Fare Revenue	Board approved fare increases but this can be more volatile and will monitor and maintain estimate for now.	\$ 507	\$ 507	\$ -
FTA Section 5307	FTA fund allocation is normally not complete till June 2019 for the fiscal year we are currently in, but funding appears on track.	\$ 1,380	\$ 1,380	\$ -
Measure J	Measure J is higher due to swap for Paratransit Funds done after budget adoption.	\$ 1,939	\$ 1,609	\$ 330
Other revenues	TDA 4.5, STA, and BARA ADA revenue	\$ 1,845	\$ 1,650	\$ 195
TDA 4.0	TDA 4.0 is considered revenue of last resort, as estimated expenses are lower and revenues are higher than budgeted, the use of TDA 4.0 revenue is lowered.	\$ 715	\$ 737	\$ (22)
	<b>Total Paratransit</b>	<b>\$ 6,386</b>	<b>\$ 5,883</b>	<b>\$ 503</b>
	<b>Grand Total</b>	<b>\$ 39,432</b>	<b>\$ 39,475</b>	<b>\$ (43)</b>

## Overview of FY 2020 Proposed Budget

### Expenses

The FY 2020 Proposed Operating Budget is \$41,582,087, which is \$2,150,026 or 5.5% more than the FY 2019 estimated amount (increase of \$2,107,191 or 5.3% of FY 2019 Budget). The budget includes an operating contingency of \$900,000. For budget purposes, the wages and fringe benefits incorporate the MOU's that were approved in FY 2019. The following highlights the proposed expenses and comparing them to the FY 2019 estimated and budget amount:

Category for Fixed Route and Paratransit	Description	(\$ In Thousands)						
		Proposed FY 2020 Budget Amount	Estimated FY 2019 Amount	Amount Over (Under) Estimate	% Over (Under) Estimate	Budget FY 2019 Amount	Amount Over (Under) Budget	% Over (Under) Budget
Wages/Fringe Benefits Paid Time Off	Includes increases of 3% based on current MOUs. Incorporates 8,500 hours reduction of fixed route service. Assumes that sick pay returns to normal and that FY 2019 was an anomaly.	\$ 17,919	\$ 17,644	\$ 275	1.5%	\$ 17,501	\$ 418	2.3%
Fringe Benefits Other	FY 2020, includes higher pension costs related to higher employer rate and unfunded actuarial liability payment from \$211K to \$350K. Budget assumes fully staffed and higher medical premium increases of 6% which effect the cafeteria plan.	\$ 9,082	\$ 8,604	\$ 478	5.3%	\$ 8,284	\$ 798	8.8%
Services	Services includes legal fees, service repair, IT agreements, and promotions. Services amount is higher since passengers will probably elect Clipper with the elimination of paper passes through the fare restructure. This means higher Clipper fees from an estimated \$90K to \$150K.	\$ 2,382	\$ 2,308	\$ 74	3.1%	\$ 2,254	\$ 128	5.4%
Materials and supplies	Diesel fuel prices have risen, but the FY 2019 estimated amount is still lower than the FY 2019 Budget. The FY 2020 Budget assumes gas prices continue to rise but offset slightly by service restructure.	\$ 2,910	\$ 2,756	\$ 154	5.3%	\$ 2,914	\$ (4)	-0.1%
Utilities	Reflects higher cellular telephone costs related to adding computerized scheduling pads to Paratransit fleet.	\$ 406	\$ 375	\$ 31	7.6%	\$ 381	\$ 25	6.2%
Casualty and liability	Based on premiums for general liability and workers compensation. Property insurance will be known in first half of June.	\$ 981	\$ 932	\$ 49	5.0%	\$ 953	\$ 28	2.9%
Other	Taxes, Leases & Rental, and Miscellaneous expense categories.	\$ 545	\$ 500	\$ 45	8.3%	\$ 540	\$ 5	0.9%
Purchased transportation	FY 2020 based on agreement with Transdev.	\$ 6,457	\$ 6,313	\$ 144	2.2%	\$ 5,848	\$ 609	9.4%
Contingency	Estimated contingency.	\$ 900	\$ -	\$ 900	100.0%	\$ 800	\$ 100	11.1%
<b>Total</b>		<b>\$ 41,582</b>	<b>\$ 39,432</b>	<b>\$ 2,150</b>	<b>5.6%</b>	<b>\$ 39,475</b>	<b>\$ 2,107</b>	<b>5.1%</b>

### Service Restructure

In December 2018, the Board approved a service restructure plan to increase productivity by aligning service with demand. This service restructure reduced annual overall revenue hours in the budget by approximately 8,500 hours and our full-time operator head count from 130 to 124. This provides an estimated costs reduction of approximately \$501 thousand in salaries and benefits and \$94 thousand in services and supplies (mainly diesel fuel). These are preliminary and will take time to understand the actual information once the new service and fare changes are fully implemented and operating.

### Revenues

The Proposed Operating Revenues for FY 2020 are equal with expenses, since 85% of County Connection's revenues are on a grant/reimbursement basis.

### TDA

As noted earlier, the budget proposes the use of \$18,478,064 in TDA 4.0 funds, which is \$2,431,304 less than MTC estimates we could receive next fiscal year. Based on MTC, our TDA 4.0 revenue for FY 2020 is estimated to increase \$848,147 from a revised \$20,061,221 to \$20,909,368 due to improved sales tax revenue. The estimated amount for FY 2019 and FY 2020 can be revised as additional sales tax information becomes available.

Over the last 10 years, sales tax revenue has increased 72% since the low in FY 2010. The table below shows the annual change in TDA revenue since the recession. For reference, over the 10-year period a 1% (+/-) change is equivalent to \$160,000 in sales tax revenue:

Fiscal Year	\$ In Millions		
	TDA 4.0	\$ Diff	% Diff
<b>2020 est (a)</b>	\$ 20.91	\$ 0.90	4.50%
<b>2019 rev est (a)</b>	\$ 20.01	\$ 1.70	9.28%
<b>2019 org est (a)</b>	\$ 18.31		
<b>2019 est (a)</b>	\$ 20.01	\$ 2.78	11.79%
2018 actual	\$ 17.90	\$ 0.67	3.87%
2017 actual	\$ 17.23	\$ 0.53	3.18%
2016 actual	\$ 16.70	\$ 0.56	3.46%
2015 actual	\$ 16.14	\$ 0.58	3.70%
2014 actual	\$ 15.57	\$ 0.53	3.55%
2013 actual	\$ 15.04	\$ 1.23	8.87%
2012 actual	\$ 13.81	\$ 0.75	5.70%
2011 actual	\$ 13.07	\$ 0.89	7.30%
2010 actual	\$ 12.18	\$ (2.72)	-18.28%
2009 actual	\$ 14.90		
(a) Information provided by MTC as of February 2019.			

### STA

STA revenue is expected to significantly increase in FY 2020 with the continuation of SB1 funding and higher gas prices. A reminder that there are changes in the allocation process of STA revenue which began last year. MTC converted the STA Population Based Funds (funds transit, small operators, paratransit and Lifeline) from a formula-based allocation to a County Block Program that will be allocated by the Congestion Management Agency (CMA) for each county. There were additions to the Block Program by adding guarantees for transit through the work of various transit operators in the Bay Area. For Contra Costa County, 60% of the block funds would be guaranteed to small operators (County Connection, ECCTA, and WestCAT). The remaining 40% would be determined by the CCTA (Contra Costa County's CMA) on the process to receive the funding. County Connection did receive what are now considered non-guarantee funds in the past through the Lifeline program (a

combination of federal and STA funds for transit programs/projects for low income communities) and Paratransit services which provided approximately \$700,000 to \$800,000 annually. These non-guarantee funds are important to County Connection to maintain at least similar levels to the past. In the previous year, CCTA allocated all STA funds based on the previous MTC population formula due to timing of this change. In May, CCTA staff recommended and their Board approved the allocation process to continue for at least the next 5 years.

MTC estimates that Contra Costa County will receive STA Population based funds of \$11,671,183 in FY 2020 compared to \$8,262,187 in FY 2019 an increase of 41.2%. Below is the amount the County will receive and County Connection's allocation based methodology used in FY 2019.

	Contra Costa County		County Connection's Portion of County	
	FY 2019	FY 2020	FY 2019	FY 2020
Guarantee Portion - 60%	\$4,957,312	\$ 7,002,710	\$2,853,503	\$4,030,865
Non Guarantee Portion - 40%	\$3,304,875	\$ 4,668,473	\$1,049,013	\$1,481,837
Total	\$8,262,187	\$11,671,183	\$3,902,516	\$5,512,702

SB1 is providing funds for a separate category named State of Good Repair (SGR) Funds for eligible transit maintenance, rehabilitation and capital projects. The SGR funds come from the Transportation Improvement fee on vehicle registrations which took effect on January 1, 2018. County Connection's allocation was \$115,708 for FY 2019 and can be used similarly to the Transit Security Grant Program (TSGP). The TSGP ended during FY 2018 and provided approximately \$116,000 to support our ITS maintenance expense of \$245,000. The FY 2020 estimated amount for SGR is \$118,205. The SGR funds allow us to continue funding a portion of the expense with non-TDA revenue.

The table below shows the STA funding over a 5-year period and the growth caused by SB1 and gas prices. Gas prices continue to be higher than the previous year even though crude oil prices saw a dip in the end of calendar 2019 and beginning of calendar 2020.

MTC - STA	2020 Budget (a)	2019 Estimate	2018 Actual (d)	2017 Actual	2016 Actual
STA Population	\$ 5,512,702	\$ 3,902,516	\$ 2,763,217	\$ 1,475,391	\$ 1,597,874
STA Regional Paratransit (b)	\$ -	\$ 170,993	\$ 441,938	\$ 235,968	\$ 255,592
STA Revenue Based	\$ 848,487	\$ 628,747	\$ 567,667	\$ 441,617	\$ 484,822
State of Good Repair (c)	\$ 118,205	\$ 115,708	\$ -	\$ -	\$ -
Lifeline (e)	\$ 230,000	\$ 300,000	\$ 503,798	\$ 500,000	\$ 535,000
<b>STA Total</b>	<b>\$ 6,709,394</b>	<b>\$ 5,117,964</b>	<b>\$ 4,276,620</b>	<b>\$ 2,652,976</b>	<b>\$ 2,873,288</b>
<b>\$ Difference compared to Prior Year</b>	<b>\$ 1,591,430</b>	<b>\$ 841,344</b>	<b>\$ 1,623,644</b>	<b>\$ (220,312)</b>	
<b>% Difference compared to Prior Year</b>	<b>31%</b>	<b>20%</b>	<b>61%</b>	<b>-8%</b>	
Oil Crude Prices (f)	-	\$ 48.52	\$ 61.73	\$ 53.99	\$ 40.99
Gas Prices (f)	-	\$ 3.37	\$ 3.10	\$ 2.65	\$ 2.60

(a) Based upon preliminary amounts from MTC as of February 2019. Staff has estimated based on current population formula and assumes same allocation process in FY 2018 and FY 2019.

(b) Under MTC's proposed block grant process, the Regional Paratransit Funds which are funded by STA Population funds are no longer a separate category after FY 2019.

(c) State of Good Repair funds are new through SB1, which can be used similar to Transit Security Grant Program which ended in FY 2018.

(d) SB1 was effective on November 1, 2017 and started receiving tax revenues in 2018 but were not allocated until FY 2019. County Connection received an allocation for \$995K in FY 2019 which represents the amount from FY 2018.

(e) Lifeline funds are a combination of federal and STA population funding through a grant award. Lifeline had a remaining Cycle 5 which has been allocated and will end next fiscal year. The funds are now part of STA Non-Guarantee portion.

(f) Oil Crude Prices - <https://www.oilprice.com>, Gas Prices - <https://www.gasbuddy.com> as of January for respective years.

## *Measure J*

Measure J (formerly Measure C) is a ½ cent sales tax in Contra Costa County administered by CCTA for transportation planning, projects, and programs. Measure J provides funding for fixed route and paratransit services to County Connection. In FY 2020, the proposed amount is \$4,960,085 for fixed route and \$1,814,243 for paratransit services. This amount is based on information provided by CCTA staff.

## *LCTOP*

Low Carbon Transit Operations Program (LCTOP) funds began in FY 2014 and was originally estimated by MTC for County Connection to receive \$20 million over 25 years. The funding has improved from state auctions and County Connection will receive \$1,133,206 in FY 2020 compared to \$750,755 in FY 2019 (in FY 2015 was \$185,881). The original guidelines for LCTOP funds required the funds to be spent in a Disadvantaged Communities (DAC) or zero-emission transit buses and infrastructure. New guidelines under Senate Bill 1119 has provided flexibility to allow funding subsidies to low-income communities. The Board approved the continuance of funding for the Martinez/Amtrak to BART Route for \$375,378 which is within a DAC. Also, approved a fare subsidy program to subsidize Routes 11, 14, and 16 for \$757,828 for a one-year pilot which is reflected in the fare revenue amounts. These routes center around Downtown Concord and Monument Corridor and serve a low-income community.

## *Federal*

FTA 5307 revenue is estimated on a continuing basis for \$1.19 million annually based on the latest information. County Connection still has some carryover federal funds from the previous year and budgeted \$1.38 million for FY 2020. Federal funds have doubled since FY 2013, when we received approximately \$670 thousand annually. The budget assumes that the federal government continues to fund transit at its current level.

## *Fares*

Passenger fares revenues in the proposed budget for FY 2020 is \$3.07 million which is an increase of \$382 thousand increase from the estimated amount of \$2.68 million. The Board approved a fare increase beginning in March 2019 from \$2.00 to \$2.50 for general fares and will eliminate most paper pass revenues. At the same time, County Connection will be assisting riders to use the Clipper Card which has a daily accumulator rate of \$3.75 and provides similar or better advantages than the paper pass. In FY 2018, Clipper went from 30% to 36% of fare revenue collected and has continued to grow to 47% through December this year. Clipper improves efficiency and ease for riders which is important, but decreases the impact of the fare revenue change and the required fees paid to Clipper. Also, the Board approved a service restructure which provided efficiencies but reduced/eliminated certain routes while adding increased frequency to others. Finally, as mentioned earlier we will be providing free fares to Routes 11, 14, and 16 using LCTOP grant funds in the coming fiscal year. Budgeting fare revenue with all the moving variables is fairly difficult. The budget assumes the increase forecasted in the January Fare Proposal but adjusts for the pilot program fare subsidy. Staff will monitor fare impacts as there are multiple changes coming next year.

## **Capital Program**

The FY 2020 Proposed Budget includes \$689,000 in capital purchases (see PP.7). The majority of the expenses are for non-revenue vehicles due for replacement.

## Key Assumptions Used for the Ten-Year Financial Forecast

### Operating Revenues

- Fixed route passenger fares peaked in FY 2013 and have continue to decline since then. As mentioned earlier, there are several events occurring from a fare increase, service restructure and subsidized routes in FY 2020. The proposed budget assumes an increase for FY 2020 of \$382 thousand to \$3.06 million. Staff assumes passenger fare revenue to be flat in future years to be conservative and wait to collect actual data on the impact of the changes.

	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21
	actual	actual	actual	actual	actual	actual	estimate	budget	projection
Fare Revenue	3,579,640	3,314,663	3,205,910	3,000,325	2,760,782	2,717,552	2,683,900	3,065,800	3,065,800
\$ Change		(264,977)	(108,753)	(205,585)	(239,543)	(43,230)	(33,652)	381,900	-
% Change		-7.4%	-3.3%	-6.4%	-8.0%	-1.6%	-1.2%	14.2%	0.0%

- STA revenue for FY 2020 is estimated by the State and assumes a 2% growth rate in the out years. As mentioned earlier, this is a major change with the passage of SB1 and rising fuel prices. This increases the funding from \$2.65 million in FY 2018 to \$6.70 million in FY 2020 (an increase of \$4.05 million). *It is key to note that the last time STA revenues were expected to increase and reserves on the rise was in the FY 2008 Budget. Obviously, we faced a recession and caused the State to balance its budget using a Fuel Tax Swap which took money designated for transportation to pay for State Transportation Debt Service.* In May, the CCTA Board approved the allocation process for the next 5 fiscal years similar to FY 2019.
- Measure J is expected to grow 0.7% in FY2020. In the past, we have used CCTA's growth rate as stated in the Measure J Strategic Plan which was last published in 2016. CCTA is currently updating their Strategic Plan which is estimated to be released in June, so we changed to a conservative growth assumption of 2.0%.
- LCTOP Funds improved from \$308,009 in FY 2017 to \$1,133,206 in FY 2020. This amount is assumed to increase annually by 1% since it is based on annual state auctions. The LCTOP guidelines now allow funds to be used in the DAC, low-income communities, or zero emission buses and infrastructure. In FY 2020, the funds are for the Martinez/Amtrak to Bart route and free subsidy on routes 11, 14 & 16. The forecast assumes approximately 30% or \$350,000 thousand will continued to be used for Martinez/Amtrak, another 30% or \$350,000 as part of a fare subsidy program similar to the one proposed this year, and 40% or \$444,000 for capital needs.
- Lifeline Funds was part of STA and federal contributions in the past, which is now part of non-guaranteed portion of STA funding. There was one last allocation for the next two years but the program will be done in FY 2021.

### Operating Expenses

The forecast assumes that the service levels will remain the same and 3% wage increases per the 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:

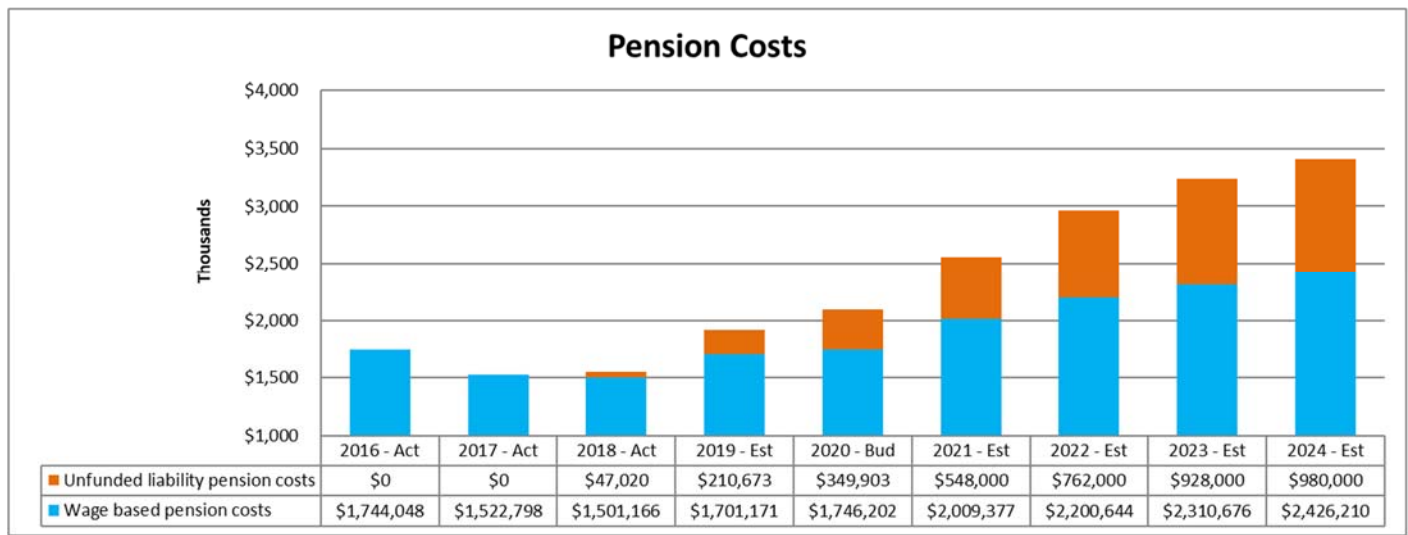
- Cafeteria plan expenses are assumed to increase at 6% per year.

- County Connection was able to absorb most of the financial issues with the Great Recession and our pension plan was 99.9% funded in FY 2017, because the pension benefits here were not enhanced in the early 2000's like many other agencies and is **currently 91.5% funded**. The CalPERS Board reduced the discount rate from 7.5% to 7.0% in December 2016. There is an 8-year phase in of the new discount rate that began in FY 2019, which is why the employer rate is increasing from 7.471% in FY 2018 to 8.313% in FY 2020. The employer rate will continue to rise to 8.9% in 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 \$47,020 in FY 2018 to \$980,000 by FY 2024.

The pension cost while high and continue to represent a challenge has improved over the previous year. CalPERS recent actuarial valuation showed an investment return of 11.2% for FY 2017. The impact of the higher than expected return results in lower employer rates in future years from 9.4% to 8.9% and reduced Future UAL payments that will save \$895 thousand compared to previous year forecast through FY 2024. This assumes that CalPERS will reach its target for investment return in future years and no other assumption changes. The following tables is a summary of the changes:

PERS FORECAST									
Employer Contribution Rate	8.997%	7.553%	7.471%	8.114%	8.313%	8.900%	8.900%	8.900%	8.900%
Funded Status (a)	95.1%	99.9%	95.8%	88.9%	91.5%	Not Available			
	Actual			Estimate	Budget	Forecast			
Description	2016 - Act	2017 - Act	2018 - Act	2019 - Est	2020 - Bud	2021 - Est	2022 - Est	2023 - Est	2024 - Est
Wage based pension costs	\$1,744,048	\$1,522,798	\$1,501,166	\$1,701,171	\$1,746,202	\$2,009,377	\$2,200,644	\$2,310,676	\$2,426,210
Unfunded liability pension costs	\$0	\$0	\$47,020	\$210,673	\$349,903	\$548,000	\$762,000	\$928,000	\$980,000
Total costs	\$1,744,048	\$1,522,798	\$1,548,186	\$1,911,844	\$2,096,105	\$2,557,377	\$2,962,644	\$3,238,676	\$3,406,210

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



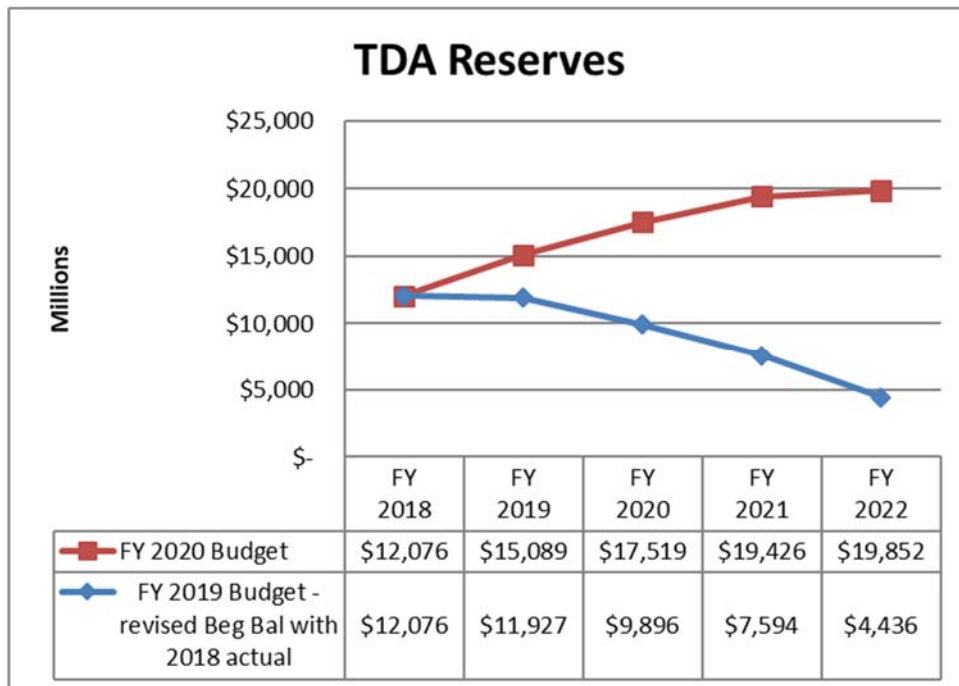
## Capital Expenses

The forecast assumes capital expenses based on the 2016-2025 Short Range Transit Plan (SRTP) completed in March 2016. The SRTP was based on information at that time and assumed the continuation of a diesel capital fleet. The SRTP and the current forecast does not include costs related to replacement with electric buses and the required infrastructure necessary to operate that fleet. This also doesn't include the ongoing maintenance of those buses as we are only now entering the phase where our current electric buses are out of warranty.

## **TDA Reserve**

As stated earlier, the reserves are estimated to be \$17.52 million by the end of FY 2020. This is a significant difference from the FY 2019 Budget where the reserves were estimated to be \$7.9 million in FY 2020. TDA can be volatile since it is based on sales tax and represents 45% of our total revenue. The major changes in the forecast are revised estimates for TDA and additional funding through STA as discussed earlier. This results in an additional \$4.83 million in comparison to the previous year forecast (TDA additional \$2.05 million and STA additional \$2.78 million) for FY 2020 and that increase continues annually in the forecast.

The following is a summary of the TDA reserves in the current and prior year forecasts:



### **RECOMMENDATION:**

Staff requests that the Committee provide comments and forward the draft to the Board of Directors with a recommendation of approval to adopt FY 2020 Budget Resolution 2019-028 following a public hearing.

### **Attachments:**

- A. FY 2020 Budget and Ten Year Forecast
- B. Budget Resolution 2019-028





*County Connection*

# Operating and Capital Budget

Fiscal Year 2020

CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
Concord, California

# ***County Connection***

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

Fiscal Year 2020

Table of Contents

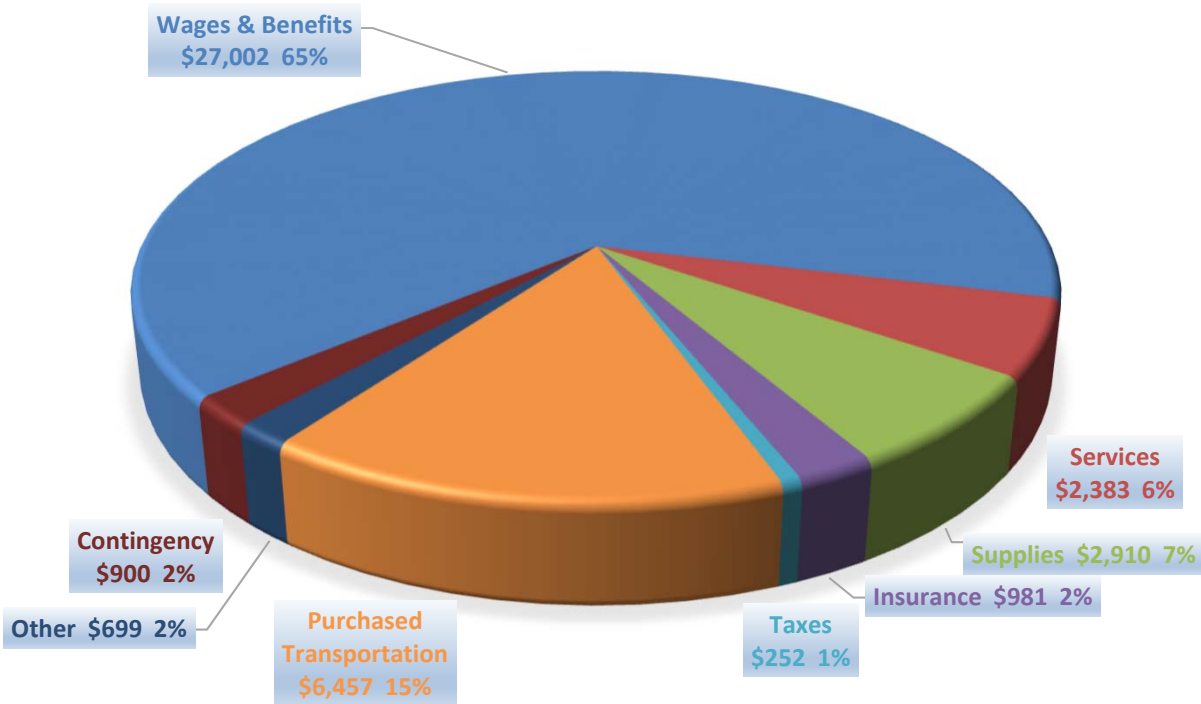
	<b>Page</b>
<b>Budget Summary</b>	<b>1</b>
<b>Budget Summary Operating Expense &amp; Revenue Chart</b>	<b>2</b>
<b>Operating Expense</b>	<b>3</b>
<b>Operating Revenue</b>	<b>4</b>
<b>Revenue Source Utilization</b>	<b>5</b>
<b>Staffing</b>	<b>6</b>
<b>Capital Program-Budget Year</b>	<b>7</b>
<b>Ten Year Capital Program</b>	<b>8</b>
<b>Ten Year Financial Forecast</b>	<b>9-10</b>
<b>Ten Year Financial Forecast - TDA Reserve</b>	<b>11</b>
<b>Operating Expense Detail</b>	<b>12-23</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2020 BUDGET SUMMARY**

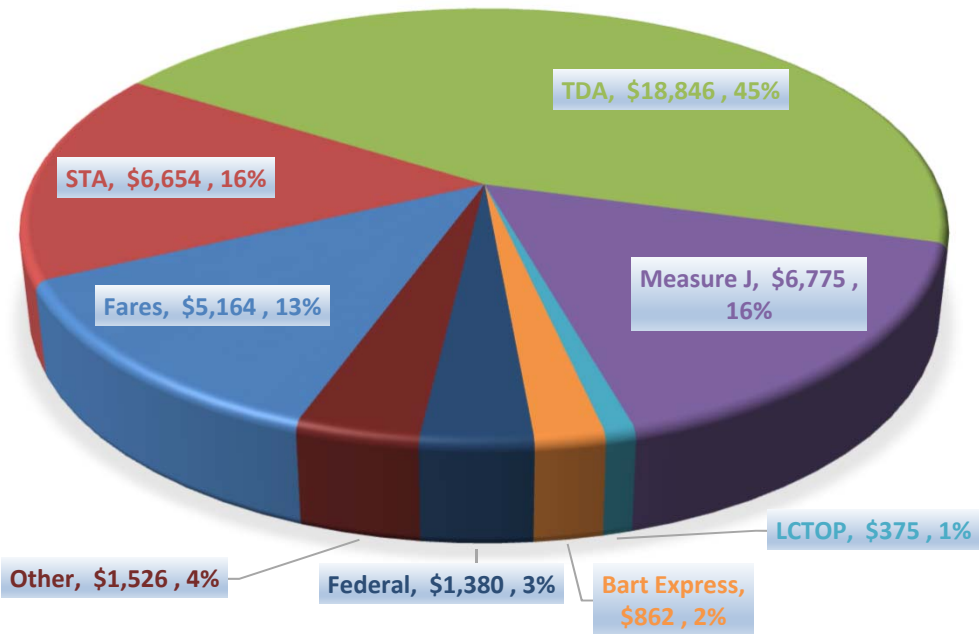
	ESTIMATED FY 2019	ADOPTED BUDGET FY 2019	% VARIANCE	PROPOSED BUDGET FY 2020	PROPOSED OVER/(UNDER) ESTIMATED
Operations					
Fixed Route	\$ 33,045,639	\$ 33,591,843	-1.6%	\$ 35,055,581	6.1%
Paratransit	\$ 6,386,422	\$ 5,883,053	8.6%	\$ 6,526,506	2.2%
Subtotal	\$ 39,432,061	\$ 39,474,896	-0.1%	\$ 41,582,087	5.5%
Capital					
Fixed Route	\$ 1,049,000	\$ 1,049,000	0.0%	\$ 689,000	-34.3%
Paratransit	\$ 5,540,000	\$ 5,540,000	0.0%	\$ -	-100.0%
Subtotal	\$ 6,589,000	\$ 6,589,000	0.0%	\$ 689,000	-89.5%
Grand Total	\$ 46,021,061	\$ 46,063,896	-0.1%	\$ 42,271,087	-8.1%

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2020 BUDGET SUMMARY OPERATING EXPENSE & REVENUE CHART**  
**(\$ IN THOUSANDS)**

**FIXED ROUTE & PARATRANSIT OPERATIONS EXPENSE - \$41.6 MILLION**



**FIXED ROUTE & PARATRANSIT OPERATIONS REVENUES \$41.6 MILLION**



**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2020 BUDGET- OPERATING EXPENDITURES**

Category	ACTUAL FY 2018	ESTIMATED FY 2019	ADOPTED FY 2019	FY 2019 Estimate vs Budget Amount +/- % +/-		PROPOSED FY 2020	FY2020 vs 2019 Estimate Amount +/- % +/-	
<b>Fixed Route</b>								
Wages	\$ 14,179,918	\$ 14,885,362	\$ 14,927,082	\$ (41,720)	-0.3%	\$ 15,313,717	\$ 428,355	2.9%
Fringe benefits-paid time off	2,299,318	\$ 2,586,736	2,401,874	184,862	7.7%	2,423,159	(163,577)	-6.3%
Fringe benefits-other	7,475,215	\$ 8,515,531	8,207,313	308,218	3.8%	8,990,700	475,169	5.6%
Total Wages and benefits	23,954,451	\$ 25,987,628	25,536,269	451,359	1.8%	26,727,576	739,948	2.8%
Services	1,706,344	\$ 2,249,199	2,215,799	33,400	1.5%	2,339,640	90,441	4.0%
Materials and supplies	2,524,670	\$ 2,752,348	2,910,125	(157,777)	-5.4%	2,908,341	155,993	5.7%
Utilities	333,024	\$ 347,363	352,550	(5,187)	-1.5%	358,150	10,787	3.1%
Casualty and liability	722,556	\$ 931,571	952,551	(20,980)	-2.2%	980,849	49,278	5.3%
Taxes	226,116	\$ 241,087	261,515	(20,428)	-7.8%	251,515	10,428	4.3%
Leases and rentals	42,499	\$ 52,000	52,775	(775)	-1.5%	53,500	1,500	2.9%
Miscellaneous	202,454	\$ 203,903	224,949	(21,046)	-9.4%	236,500	32,597	16.0%
Purchased transportation	256,666	\$ 280,540	285,310	(4,770)	-1.7%	299,510	18,970	6.8%
Total Other Expenses	6,014,329	\$ 7,058,011	7,255,574	(197,563)	-2.7%	7,428,005	369,994	5.2%
Subtotal	29,968,780	\$ 33,045,639	32,791,843	253,796	0.8%	34,155,581	1,109,942	3.4%
Contingency			800,000	(800,000)	-100.0%	900,000	900,000	N/A
Subtotal	29,968,780	\$ 33,045,639	33,591,843	(546,204)	-1.6%	35,055,581	2,009,942	6.1%
<b>Paratransit</b>								
Wages	91,580	\$ 172,000	172,525	(525)	-0.3%	182,218	10,218	5.9%
Fringe benefits	55,055	\$ 88,690	76,378	12,312	16.1%	91,827	3,137	3.5%
Total Wages and benefits	146,635	\$ 260,690	248,903	11,787	4.7%	274,045	13,355	5.1%
Services	38,629	\$ 59,132	38,600	20,532	53.2%	42,600	(16,532)	-28.0%
Materials and supplies	4,378	\$ 4,000	4,400	(400)	-9.1%	2,000	(2,000)	-50.0%
Utilities	23,127	\$ 27,500	27,500	-	0.0%	47,500	20,000	72.7%
Taxes	-	\$ 300	300	-	0.0%	300	-	0.0%
Miscellaneous	5	\$ 2,800	850	1,950	229.4%	3,500	700	25.0%
Purchased transportation	5,304,590	\$ 6,032,000	5,562,500	469,500	8.4%	6,156,561	124,561	2.1%
Total Other Expenses	5,370,729	\$ 6,125,732	5,634,150	491,582	8.7%	6,252,461	126,729	2.1%
Subtotal	5,517,364	6,386,422	5,883,053	503,369	8.6%	6,526,506	140,083	2.2%
<b>Total Operating Expenses</b>	\$ 35,486,144	39,432,061	39,474,896	\$ (42,835)	-0.1%	\$ 41,582,087	\$ 2,150,026	5.5%
GASBs 68 Pension & 75 OPEB	1,582,589	-	-	-	N/A	-	-	N/A
<b>Total Expenses</b>	\$ 37,068,733	39,432,061	39,474,896	\$ (42,835)	-0.1%	\$ 41,582,087	\$ 2,150,026	5.5%

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2020 BUDGET- OPERATING REVENUES**

Category	ACTUAL FY 2018	ESTIMATE FY 2019	ADOPTED FY 2019	ADOPTED Amount +/- % +/-		PROPOSED FY 2020	FY2020 vs 2019 Estimate Amount +/- % +/-	
<b>Fixed Route</b>								
Fare revenue	\$ 2,717,552	\$2,683,900	\$2,559,459	\$ 124,441	4.9%	\$ 3,065,628	\$ 381,728	14.2%
Special service revenue	1,635,867	1,532,310	\$1,531,293	1,017	0.1%	1,548,038	15,728	1.0%
	4,353,419	4,216,210	4,090,752	125,458	3.1%	4,613,666	397,456	8.6%
Advertising revenue	589,711	592,500	594,540	(2,040)	-0.3%	592,500	-	0.0%
Non-Operating rev	387,023	295,956	194,677	101,279	52.0%	278,553	(17,403)	-5.9%
Low Carbon Transit Ops Prog	287,256	375,378	375,377	1	0.0%	375,378	-	0.0%
Other State Grants	93,534	115,322	119,162	(3,840)	-3.2%	118,205	2,883	2.5%
STA Population and Revenue	1,612,760	5,722,193	4,937,229	784,964	15.9%	5,688,148	(34,045)	-0.6%
TDA 4.0	16,756,023	15,860,049	17,248,537	(1,388,488)	-8.0%	17,091,812	1,231,763	7.8%
Measure J	4,408,343	4,596,568	4,735,106	(138,538)	-2.9%	4,960,085	363,517	7.91%
BART Express Funds	807,314	826,124	826,124	-	0.0%	861,895	35,771	4.3%
Dougherty Valley Dev Fees	-	-	25,000	(25,000)	-100.0%	100,000	100,000	N/A
Other Local Grants	24,260	-	-	-	100.0%	-	-	N/A
RM 2/Other- Express	145,339	145,339	145,339	-	0.0%	145,339	-	0.0%
Lifeline	503,798	300,000	300,000	-	0.0%	230,000	(70,000)	-23.3%
Subtotal	29,968,780	33,045,639	33,591,843	(546,204)	-1.6%	35,055,581	2,009,942	6.1%
<b>Paratransit</b>								
Fare revenue	504,028	\$507,500	\$507,500	-	0.0%	550,000	42,500	8.4%
Non-Operating revenue	-	-	100	(100)	-100.0%	-	-	N/A
FTA Section 5307	1,260,413	1,380,000	1,380,000	-	0.0%	1,380,000	-	0.0%
FTA Preventive Maintenance	19,299	5,635	12,800	(7,165)	N/A	-	(5,635)	-100.0%
TDA 4.5	800,163	869,577	869,577	-	0.0%	1,056,604	187,027	21.5%
TDA 4.0	199,321	715,346	736,842	(21,496)	N/A	697,252	(18,094)	-2.5%
Measure J	1,831,004	1,939,024	1,609,487	329,537	20.5%	1,814,243	(124,781)	-6.44%
STA Paratransit & Rev based	766,799	799,740	628,747	170,993	27.2%	848,487	48,747	6.1%
BART ADA Service/Other	136,337	169,600	138,000	31,600	22.9%	179,920	10,320	6.1%
Subtotal	5,517,364	6,386,422	5,883,053	503,369	8.6%	6,526,506	140,084	2.2%
<b>Total</b>	<b>\$ 35,486,144</b>	<b>\$ 39,432,061</b>	<b>\$ 39,474,896</b>	<b>\$ (42,835)</b>	<b>-0.2%</b>	<b>\$ 41,582,087</b>	<b>\$ 2,150,026</b>	<b>5.5%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2020 Revenue Source Utilization**

	Anticipated Revenue	Anticipated Utilization	Difference
<b>Fixed Route</b>			
Fare revenue	\$ 3,065,628	\$ 3,065,628	\$ -
Special service revenue	1,548,038	1,548,038	-
Advertising revenue	592,500	592,500	-
Non-Operating revenue	278,553	278,553	-
Low Carbon Transit Operations Program (LCTOP)	375,378	375,378	-
Other State Grants	118,205	118,205	-
STA Population and Revenue Based	5,688,148	5,688,148	-
TDA 4.0	19,523,116	17,091,812	2,431,304
Measure J	4,960,085	4,960,085	-
BART Express Funds	861,895	861,895	-
Dougherty Valley Development Fees	100,000	100,000	-
RM2- Express	145,339	145,339	-
Lifeline	230,000	230,000	-
<b>Total Fixed Route Operating Revenue</b>	<b>\$ 37,486,885</b>	<b>\$ 35,055,581</b>	<b>\$ 2,431,304</b>
<b>Paratransit</b>			
Fare revenue	\$ 550,000	\$ 550,000	\$ -
Non-operating revenue	-	-	-
FTA Section 5307	1,380,000	1,380,000	-
FTA Preventive Maintenance	-	-	-
TDA 4.5	1,056,604	1,056,604	-
TDA 4.0	697,252	697,252	-
Measure J	1,814,243	1,814,243	-
STA Paratransit	848,487	848,487	-
BART ADA Service/Other	179,920	179,920	-
<b>Total Paratransit Operating Revenue</b>	<b>\$ 6,526,506</b>	<b>\$ 6,526,506</b>	<b>\$ -</b>
<b>Capital Program</b>			
TDA 4.0	\$ 689,000	\$ 689,000	\$ -
<b>Increase (Decrease) to TDA reserve</b>			<b>\$ 2,431,304</b>

**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 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 PROPOSED
Transportation	Transportation administration	3.0	4.0	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	1.0	2.0	1.0	2.0 (b)
	Transit Supervisor/Dispatcher	10.0	10.0	11.0	12.0	12.0	12.0	11.0	12.0	12.0	12.0
		15.0	16.0	17.0	18.0	18.0	18.0	16.0	18.0	17.0	18.0
	Full-time runs	125.0	127.0	128.0	128.0	122.0	122.0	119.0	130.0	124.0	124.0 (f)
	Part-time runs	12.0	12.0	12.0	12.0	12.0	12.0	6.0	12.0	6.0	12.0
	Full-time stand-by (Protection)	35.0	36.0	36.0	36.0	36.0	36.0	33.0	36.0	36.0	36.0
		172.0	175.0	176.0	176.0	170.0	170.0	158.0	178.0	166.0	172.0
	<b>Total Transportation</b>	<b>187.0</b>	<b>191.0</b>	<b>193.0</b>	<b>194.0</b>	<b>188.0</b>	<b>188.0</b>	<b>174.0</b>	<b>196.0</b>	<b>183.0</b>	<b>190.0</b>
Maintenance	Maintenance administration	5.0	5.0	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	6.0
		10.0	10.0	11.0	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	4.0	4.0	4.0
	Mechanic, Level V	5.0	5.0	5.0	3.0	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	5.0
	Mechanic, Level III	7.0	7.0	5.0	5.0	6.0	6.0	6.0	7.0	6.0	7.0
	Mechanic, Level II	2.0	2.0	3.0	-	-	-	-	-	-	-
	Mechanic, Level I	1.0	1.0	3.0	-	-	-	-	-	-	-
	Bus service workers	10.0	10.0	10.0	9.0	9.0	9.0	8.0	10.0	9.0	10.0
		29.0	29.0	29.0	26.0	27.0	27.0	26.0	29.0	27.0	29.0
	<b>Total Maintenance</b>	<b>39.0</b>	<b>39.0</b>	<b>40.0</b>	<b>37.0</b>	<b>38.0</b>	<b>38.0</b>	<b>37.0</b>	<b>40.0</b>	<b>38.0</b>	<b>40.0</b>
General Administration	General Administration	4.0	3.0	3.0	4.0	4.0	4.0	4.0	5.0	4.0	4.0 (a)
	Stores & Procurement	1.0	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	2.0
	Finance	5.0	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	3.0
	Marketing	2.0	2.0	2.0	2.0	2.0	2.0	1.0	2.0	1.0	1.0 (e)
	Customer service	6.0	6.0	6.0	8.0	8.0	8.0	8.0	8.0	6.0	8.0 (c)
	IT	2.0	2.0	2.0	2.0	2.0	2.0	3.0	4.0	4.0	4.0
	Planning/Scheduling	6.0	6.0	6.0	5.0	5.0	5.0	5.0	7.0	6.0	8.0 (d), (e)
	Subtotal in full time equivalents	30.0	29.0	29.0	31.0	31.0	31.0	31.0	37.0	32.0	36.0
<b>Fixed Route Operations</b>											
	<b>Total</b>	<b>256.0</b>	<b>259.0</b>	<b>262.0</b>	<b>262.0</b>	<b>257.0</b>	<b>257.0</b>	<b>242.0</b>	<b>273.0</b>	<b>253.0</b>	<b>266.0</b>
	Paratransit	2.0	2.0	2.0	2.0	2.0	2.0	3.0	3.0	3.0	3.0
<b>Total Operations</b>		<b>258.0</b>	<b>261.0</b>	<b>264.0</b>	<b>264.0</b>	<b>259.0</b>	<b>259.0</b>	<b>245.0</b>	<b>276.0</b>	<b>256.0</b>	<b>269.0</b>

(a) General Administration position of Director of Innovation and Mobility duties has been allocated to Director of Planning and Planning Staff.

(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.

(e) Marketing reclassified the position from a Manager of Marketing & Customer Service to a Senior Planner/Community Liaison position.

(f) Service reduction adopted by Board in December 2019 results in 6 fewer full time operators.



***County Connection***  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY2020 CAPITAL PROGRAM-BUDGET YEAR**  
(\$ in thousands)

	Funding Source						
	Federal	State	State	State	State	MTC	
		Prop 1B - PTMISEA	Prop 1B - PTMISEA				
Capital Category	5307	Rolling Stock	Facility Rehab	LCTOP	Bridge Tolls	TDA	Total
Non Revenue Fleet	-	-	-	-	-	369	369
Revenue Fleet	-	-	-	-	-	-	-
Facility Maintenance and Modernization	-	-	-	-	-	100	100
Street Amenities	-	-	-	-	-	-	-
Information Technology	-	-	-	-	-	85	85
Maintenance Equipment & Tools	-	-	-	-	-	65	65
Office Furniture and Equipment	-	-	-	-	-	70	70
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 689	\$ 689

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

Capital Program:	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Non Revenue Fleet	\$ 78	\$ 369	\$ 227	\$ -	\$ 99	\$ 126	\$ 109	\$ -	\$ 70	\$ 70	\$ 1,148
Revenue Fleet	5,916	-	-	1,189	24,688	-	-	-	22,047	-	53,840
Facility Maintenance & Modernization	100	100	100	100	100	2,400	-	-	225	100	3,225
Street Amenities	200	-	-	50	-	-	-	50	50	-	350
Information Technology	195	85	180	300	80	90	85	100	150	100	1,365
Maintenance Equipment & Tools	100	65	50	50	50	250	50	50	-	50	715
Office Furniture and Equipment	-	70	80	80	80	100	100	80	25	50	665
<b>Total Capital Program</b>	<b>\$ 6,589</b>	<b>\$ 689</b>	<b>\$ 637</b>	<b>\$ 1,769</b>	<b>\$ 25,097</b>	<b>\$ 2,966</b>	<b>\$ 344</b>	<b>\$ 280</b>	<b>\$ 22,567</b>	<b>\$ 370</b>	<b>\$ 61,308</b>

Capital Program by Service:

Fixed-Route	\$ 1,049	\$ 689	\$ 637	\$ 580	\$ 25,097	\$ 2,966	\$ 344	\$ 280	\$ 22,567	\$ 370	\$ 54,579
Paratransit	5,540	-	-	1,189	-	-	-	-	-	-	6,729
<b>Total Capital Program by Service</b>	<b>\$ 6,589</b>	<b>\$ 689</b>	<b>\$ 637</b>	<b>\$ 1,769</b>	<b>\$ 25,097</b>	<b>\$ 2,966</b>	<b>\$ 344</b>	<b>\$ 280</b>	<b>\$ 22,567</b>	<b>\$ 370</b>	<b>\$ 61,308</b>

Capital Funding by Source	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Federal 5307	\$ 4,435	\$ -	\$ -	\$ 989	\$ 19,969	\$ -	\$ -	\$ -	\$ 17,833	\$ -	\$ 43,226
State Prop 1B PTMISEA - Rolling Stock	1,005	-	-	-	-	-	-	-	-	-	1,005
State - LCTOP	375	-	300	300	300	300	-	-	900	-	2,475
MTC TPI Funds - Stop Access & IT	200	-	-	-	-	-	-	-	-	-	200
Bridge Toll Revenue	100	-	-	80	1,000	29	-	-	850	-	2,059
Transportation Development Act	474	689	337	400	828	1,637	344	280	2,984	370	8,343
To Be Determined	-	-	-	-	3,000	1,000	-	-	-	-	4,000
<b>Total Capital Funding by Source</b>	<b>\$ 6,589</b>	<b>\$ 689</b>	<b>\$ 637</b>	<b>\$ 1,769</b>	<b>\$ 25,097</b>	<b>\$ 2,966</b>	<b>\$ 344</b>	<b>\$ 280</b>	<b>\$ 22,567</b>	<b>\$ 370</b>	<b>\$ 61,308</b>

Revenue Fleet Replacements	FY2019	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
# Fixed Route Vehicles	-	-	-	-	40	-	-	-	40	-	80
# Paratransit Vehicles	42	-	-	21	-	-	-	-	-	-	63
<b>Total Revenue Fleet Replacement</b>	<b>42</b>	<b>-</b>	<b>-</b>	<b>21</b>	<b>40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40</b>	<b>-</b>	<b>143</b>

# County Connection

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

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
<b>Revenue Hours</b>	<b>228,293</b>	<b>228,293</b>	<b>219,793</b>	<b>219,793</b>	<b>219,793</b>	<b>219,793</b>	<b>219,793</b>	<b>219,793</b>	<b>219,793</b>	<b>219,793</b>	<b>219,793</b>
1 Passenger Fares	2,718	2,684	3,066	3,066	3,066	3,066	3,066	3,066	3,066	3,066	3,066
2 Special Fares	1,636	1,532	1,548	1,579	1,611	1,643	1,676	1,710	1,744	1,779	1,815
3 Advertising	590	593	592	595	601	613	625	638	650	663	677
4 Non-Operating Revenue	387	297	279	282	285	288	291	294	297	300	303
5 Low Carbon Transit Operations Program	287	375	375	350	354	357	361	364	368	372	375
6 Other State Grants	94	-	-	-	-	-	-	-	-	-	-
7 Other State Grants - SB1 State of Good Repair	-	115	118	118	118	118	118	118	118	118	118
8 STA Population & Revenue Based Guarantee	1,613	4,681	4,218	4,123	4,206	4,290	4,376	4,463	4,552	4,643	4,736
9 STA Population & Revenue Based - Non Guarantee	-	1,041	1,470	1,500	1,530	1,560	1,592	1,623	1,656	1,689	1,723
10 TDA 4.0	16,756	15,860	17,093	17,839	19,316	20,485	21,512	22,620	23,763	24,956	26,200
11 Measure J	4,408	4,597	4,960	4,865	4,962	5,061	5,162	5,265	5,370	5,477	5,587
12 BART Express Funds	807	826	862	879	897	915	933	952	971	990	1,010
13 Dougherty Valley Dev Fees	-	-	100	100	65	-	-	-	-	-	-
14 Other Local Grants	24	-	-	-	-	-	-	-	-	-	-
15 RM2/Other - Express	145	145	145	145	145	145	145	145	145	145	145
16 Lifeline	504	300	230	237	-	-	-	-	-	-	-
17 <b>Total Fixed Route Operating Revenue</b>	<b>29,969</b>	<b>33,046</b>	<b>35,056</b>	<b>35,678</b>	<b>37,156</b>	<b>38,541</b>	<b>39,857</b>	<b>41,258</b>	<b>42,700</b>	<b>44,198</b>	<b>45,755</b>
<b>Operating Expenses w/o contingency and GASB 68</b>	<b>29,922</b>	<b>32,835</b>	<b>33,806</b>	<b>35,130</b>	<b>36,394</b>	<b>37,613</b>	<b>38,877</b>	<b>40,186</b>	<b>41,542</b>	<b>42,948</b>	<b>44,405</b>
18 <b>CalPERS Unfunded Accrued Liability Expense</b>	<b>47</b>	<b>211</b>	<b>350</b>	<b>548</b>	<b>762</b>	<b>928</b>	<b>980</b>	<b>1,072</b>	<b>1,158</b>	<b>1,250</b>	<b>1,350</b>
19 <b>% increase in expenses</b>	<b>2.7%</b>	<b>10.3%</b>	<b>3.4%</b>	<b>4.5%</b>	<b>4.1%</b>	<b>3.7%</b>	<b>3.4%</b>	<b>3.5%</b>	<b>3.5%</b>	<b>3.5%</b>	<b>3.5%</b>
20 <b>GASB 68 Pension &amp; GASB 75 OPEB adjus</b>	<b>1,583</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
21 <b>Operating expense contingency</b>	<b>-</b>	<b>-</b>	<b>900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
22 <b>Total Fixed Route Operating Expenses</b>	<b>31,552</b>	<b>33,046</b>	<b>35,056</b>	<b>35,678</b>	<b>37,156</b>	<b>38,541</b>	<b>39,857</b>	<b>41,258</b>	<b>42,700</b>	<b>44,198</b>	<b>45,755</b>
<b>Revenue Hours</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>	<b>74,394</b>
23 Passenger Fares	504	508	550	550	550	550	550	550	550	550	550
24 FTA Section 5307	1,261	1,380	1,380	1,380	1,380	1,380	1,380	1,380	1,385	1,385	1,385
25 FTA Preventative Maintenance	19	6	-	-	-	-	-	-	-	-	-
26 TDA 4.5	800	869	1,057	1,004	1,034	1,065	1,097	1,130	1,164	1,199	1,235
27 TDA 4.0	199	714	697	1,140	1,399	1,538	1,681	1,829	1,976	2,135	2,298
28 Measure J	1,831	1,939	1,814	1,734	1,769	1,804	1,840	1,877	1,915	1,953	1,992
29 STA Paratransit & Revenue Based	767	800	848	857	866	874	883	892	901	910	919
30 Bart ADA service	136	170	180	180	182	184	186	188	190	192	194
31 <b>Total Paratransit Operating Revenue</b>	<b>5,517</b>	<b>6,386</b>	<b>6,526</b>	<b>6,845</b>	<b>7,180</b>	<b>7,395</b>	<b>7,617</b>	<b>7,846</b>	<b>8,081</b>	<b>8,324</b>	<b>8,573</b>
32 <b>Total Paratransit Operating Expenses</b>	<b>5,517</b>	<b>6,386</b>	<b>6,527</b>	<b>6,845</b>	<b>7,180</b>	<b>7,395</b>	<b>7,617</b>	<b>7,846</b>	<b>8,081</b>	<b>8,324</b>	<b>8,573</b>
33 <b>% increase in expenses</b>	<b>5.7%</b>	<b>15.8%</b>	<b>2.2%</b>	<b>4.9%</b>	<b>4.9%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>
<b>Total CCCTA Operating Budget</b>	<b>\$ 37,069</b>	<b>\$ 39,432</b>	<b>\$ 41,583</b>	<b>\$ 42,523</b>	<b>\$ 44,336</b>	<b>\$ 45,936</b>	<b>\$ 47,474</b>	<b>\$ 49,104</b>	<b>\$ 50,781</b>	<b>\$ 52,522</b>	<b>\$ 54,328</b>

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

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
34 <b>Capital Revenue</b>											
35    Federal 5307	-	4,435	-	-	989	19,969	-	-	-	17,833	-
36    State Prop 1B PTMISEA - Rolling Stock	-	1,005	-	-	-	-	-	-	-	-	-
37    State Prop 1B PTMISEA - Facility Rehab	-	-	-	-	-	-	-	-	-	-	-
38    State - LCTOP	-	375	-	300	300	300	300	-	-	900	-
39    Lifeline - 1B Population based Bonds	-	-	-	-	-	-	-	-	-	-	-
40    MTC TPI Funds - Stop Access & IT	280	200	-	-	-	-	-	-	-	-	-
41    Bridge Toll Revenue	-	100	-	-	80	1,000	29	-	-	850	-
42    Transportation Development Act	651	474	689	337	400	828	1,637	344	280	2,984	370
43    To Be Determined	-	-	-	-	-	3,000	1,000	-	-	-	-
<b>44 Total Capital Revenue</b>	<b>\$ 931</b>	<b>\$ 6,589</b>	<b>\$ 689</b>	<b>\$ 637</b>	<b>\$ 1,769</b>	<b>\$ 25,097</b>	<b>\$ 2,966</b>	<b>\$ 344</b>	<b>\$ 280</b>	<b>\$ 22,567</b>	<b>\$ 370</b>
45 <b>Capital Projects</b>	<b>\$ 931</b>	<b>\$ 6,589</b>	<b>\$ 689</b>	<b>\$ 637</b>	<b>\$ 1,769</b>	<b>\$ 25,097</b>	<b>\$ 2,966</b>	<b>\$ 344</b>	<b>\$ 280</b>	<b>\$ 22,567</b>	<b>\$ 370</b>

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

		FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
46	Beginning Balance	\$ 11,783	\$ 12,076	\$ 15,089	\$ 17,519	\$ 19,426	\$ 19,852	\$ 18,919	\$ 16,391	\$ 14,346	\$ 11,530	\$ 5,180
47	Estimated TDA 4.0 Allocation	\$ 17,899 3.88%	\$ 20,061 12.08%	\$ 20,909 4.23%	\$ 21,223 1.50%	\$ 21,541 1.50%	\$ 21,918 1.75%	\$ 22,302 1.75%	\$ 22,748 2.00%	\$ 23,203 2.00%	\$ 23,725 2.25%	\$ 24,259 2.25%
<b>TDA 4.0 Needed for Operations and Capital:</b>												
48	Used for Fixed route operations	(16,756)	(15,860)	(17,093)	(17,839)	(19,316)	(20,485)	(21,512)	(22,620)	(23,763)	(24,956)	(26,200)
49	Used for Paratransit operations	(199)	(714)	(697)	(1,140)	(1,399)	(1,538)	(1,681)	(1,829)	(1,976)	(2,135)	(2,298)
50	TDA Used for Operations	<b>(16,955)</b>	<b>(16,574)</b>	<b>(17,790)</b>	<b>(18,979)</b>	<b>(20,715)</b>	<b>(22,023)</b>	<b>(23,193)</b>	<b>(24,449)</b>	<b>(25,739)</b>	<b>(27,091)</b>	<b>(28,498)</b>
51	Used for Capital Program	(651)	(474)	(689)	(337)	(400)	(828)	(1,637)	(344)	(280)	(2,984)	(370)
52	<b>Ending TDA Reserve</b>	<b>\$ 12,076</b>	<b>\$ 15,089</b>	<b>\$ 17,519</b>	<b>\$ 19,426</b>	<b>\$ 19,852</b>	<b>\$ 18,919</b>	<b>\$ 16,391</b>	<b>\$ 14,346</b>	<b>\$ 11,530</b>	<b>\$ 5,180</b>	<b>\$ 571</b>
53	Number Of Months of Operating Expenses in Reserve	3.9	4.6	5.1	5.5	5.4	4.9	4.1	3.5	2.7	1.2	0.1
54	Percentage of operating budget	32.6%	38.3%	42.1%	45.7%	44.8%	41.2%	34.5%	29.2%	22.7%	9.9%	1.1%
55	<b>Reserve Percentage of:</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
	12%	\$ 4,448	\$ 4,732	\$ 4,990	\$ 5,103	\$ 5,320	\$ 5,512	\$ 5,697	\$ 5,892	\$ 6,094	\$ 6,303	\$ 6,519
56	Amount Above/(Below) Reserve Level	\$ 7,628	\$ 10,357	\$ 12,529	\$ 14,323	\$ 14,532	\$ 13,407	\$ 10,694	\$ 8,454	\$ 5,436	\$ (1,123)	\$ (5,948)
57	16%	\$ 5,931	\$ 6,309	\$ 6,653	\$ 6,804	\$ 7,094	\$ 7,350	\$ 7,596	\$ 7,857	\$ 8,125	\$ 8,404	\$ 8,692
58	Amount Above/(Below) Reserve Level	\$ 6,145	\$ 8,780	\$ 10,866	\$ 12,622	\$ 12,758	\$ 11,569	\$ 8,795	\$ 6,489	\$ 3,405	\$ (3,224)	\$ (8,121)

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
<b>FIXED ROUTE</b>							
Wages, Operators	8,205,085	8,564,997	8,435,000	129,997	8,580,000	15,003	
Wages, Operator/trainer	142,147	175,000	160,000	15,000	175,000	-	
Wages, Trans Admin	1,022,505	1,040,740	1,046,644	(5,904)	1,122,426	81,686	
Wages, Scheduling	75,509	77,125	68,671	8,454	71,672	(5,453)	
Wages, Maint Admin	538,779	513,000	510,335	2,665	535,061	22,061	
Wages, Building Maint.	323,198	330,000	347,541	(17,541)	361,091	31,091	
Wages, Customer Service	334,662	320,000	336,574	(16,574)	351,502	31,502	
Wages, Promotion	92,331	63,000	137,024	(74,024)	59,170	(3,830)	
Wages, EE Services	227,963	255,000	237,318	17,682	249,022	(5,978)	
Wages, Finance	406,494	420,000	416,494	3,506	437,212	17,212	
Wages, Safety & Trng	81,857	81,900	79,255	2,645	82,704	804	
Wages, General Admin	607,483	586,000	658,807	(72,807)	579,135	(6,865)	
Performance based Comp Pool	-	-	-	-	40,000	40,000	
Wages, Board	21,400	21,100	26,400	(5,300)	26,400	5,300	
Wages, Planning	679,244	875,000	786,246	88,754	910,149	35,149	
Wages, Service Workers	372,003	430,000	474,781	(44,781)	489,234	59,234	
Wages, Serv Wrkr Bonus	1,250	1,250	1,250	-	1,250	-	
Wages, Mechanics	1,039,830	1,120,000	1,193,492	(73,492)	1,231,439	111,439	
Wages, Mechanic Bonus	8,178	11,250	11,250	-	11,250	-	
<b>Total Wages</b>	<b>14,179,918</b>	<b>14,885,362</b>	<b>14,927,082</b>	<b>(41,720)</b>	<b>15,313,717</b>	<b>428,355</b>	<b>3%</b>
Sick, Operators	312,858	395,000	325,000	70,000	340,000	(55,000)	
Sick, Trans Admin	34,271	68,000	44,630	23,370	32,769	(35,231)	
Sick, Scheduling	307	600	2,994	(2,394)	2,138	1,538	
Sick, Maintenance Admin	16,117	16,900	22,217	(5,317)	15,938	(962)	
Sick, Building Maintenance.	22,873	14,000	14,642	(642)	10,448	(3,552)	
Sick, Customer Svc	11,486	8,000	13,871	(5,871)	9,839	1,839	
Sick, Promotion	1,440	2,000	5,850	(3,850)	1,765	(235)	
Sick, EE Services	1,155	4,300	10,292	(5,992)	7,389	3,089	
Sick, Finance	12,079	13,000	17,848	(4,848)	12,894	(106)	
Sick, Safety & Training	2,090	2,500	3,455	(955)	2,467	(33)	
Sick, General Admin	15,867	17,600	28,440	(10,840)	17,069	(531)	
Sick, Planning	11,242	19,500	33,957	(14,457)	26,833	7,333	
Sick, Service Workers	23,169	58,000	6,598	51,402	6,766	(51,234)	
Sick, Mechanics	27,782	22,000	22,802	(802)	23,606	1,606	
<b>Total Sick Pay</b>	<b>492,736</b>	<b>641,400</b>	<b>552,596</b>	<b>88,804</b>	<b>509,921</b>	<b>(131,479)</b>	<b>-20%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
Holiday, Operators	327,606	414,000	401,000	13,000	426,000	12,000	
Holiday, Trans Admin	47,988	60,000	56,529	3,471	59,858	(142)	
Holiday, Scheduling	3,680	4,100	3,792	308	3,906	(194)	
Holiday, Maintenance Admin	28,125	30,000	28,139	1,861	29,115	(885)	
Holiday, Building Maintenance.	16,638	20,000	18,545	1,455	19,086	(914)	
Holiday, Customer Svc	16,355	17,000	17,570	(570)	17,976	976	
Holiday, Promotion	4,127	4,000	7,409	(3,409)	3,224	(776)	
Holiday, EE Services	9,305	13,000	13,035	(35)	13,498	498	
Holiday, Finance	20,734	22,600	22,606	(6)	23,553	953	
Holiday, Safety & Training	4,204	4,300	4,376	(76)	4,507	207	
Holiday, General Admin	33,464	27,500	36,022	(8,522)	31,182	3,682	
Holiday, Planning	32,163	50,000	43,011	6,989	49,020	(980)	
Holiday, Service Workers	16,728	21,500	23,456	(1,956)	24,047	2,547	
Holiday, Mechanics	61,207	61,500	61,978	(478)	64,164	2,664	
<b>Total Holiday Pay</b>	<b>622,324</b>	<b>749,500</b>	<b>737,468</b>	<b>12,032</b>	<b>769,136</b>	<b>19,636</b>	<b>3%</b>
Vacation, Operators	490,464	530,000	530,450	(450)	545,900	15,900	
Vacation, Trans Admin	93,057	92,690	85,612	7,078	90,492	(2,198)	
Vacation, Scheduling	5,812	6,320	6,320	-	6,510	190	
Vacation, Maintenance Admin	44,760	56,500	46,162	10,338	47,767	(8,733)	
Vacation, Building Maintenance.	22,344	24,500	24,579	(79)	25,112	612	
Vacation, Customer Svc	38,492	22,000	25,103	(3,103)	23,000	1,000	
Vacation, Promotion	32,394	5,300	9,496	(4,196)	5,374	74	
Vacation, EE Services	17,295	20,470	20,471	(1)	21,175	705	
Vacation, Finance	21,793	28,500	30,558	(2,058)	34,260	5,760	
Vacation, Safety & Training	6,547	7,300	7,294	6	7,512	212	
Vacation, General Admin	106,115	90,000	53,564	36,436	45,036	(44,964)	
Vacation, Planning	45,959	60,000	64,324	(4,324)	71,104	11,104	
Vacation, Service Wrks	26,686	28,000	32,290	(4,290)	30,272	2,272	
Vacation, Mechanics	144,139	150,000	87,996	62,004	94,544	(55,456)	
<b>Total Accrued Vacation</b>	<b>1,095,857</b>	<b>1,121,580</b>	<b>1,024,219</b>	<b>97,361</b>	<b>1,048,058</b>	<b>(73,522)</b>	<b>-7%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
Abs Pay, Operators	54,620	59,600	61,200	(1,600)	64,000	4,400	
Abs Pay, Trans Admin	-	3,500	5,718	(2,218)	6,110	2,610	
Abs Pay, Scheduling	-	100	384	(284)	399	299	
Abs Pay, Maintenance Admin	-	1,000	2,846	(1,846)	2,970	1,970	
Abs Pay, Building Maintenance.	-	500	1,876	(1,376)	1,947	1,447	
Abs Pay, Customer Svc	-	1,000	1,777	(777)	1,834	834	
Abs Pay, Promotion	-	300	750	(450)	329	29	
Abs Pay, EE Services	-	400	1,319	(919)	1,378	978	
Abs Pay, Finance	-	500	2,287	(1,787)	2,404	1,904	
Abs Pay, Safety & Training	-	400	443	(43)	460	60	
Abs Pay, General Admin	-	500	3,645	(3,145)	3,183	2,683	
Abs Pay, Planning	-	500	4,351	(3,851)	5,002	4,502	
Separation Pay/Benefits	29,456	5,000	-	5,000	5,000	-	
Abs Pay, Service Wrks	-	456	456	-	470	14	
Abs Pay, Mechanics	4,325	500	539	(39)	558	58	
<b>Total Absence Pay</b>	<b>88,401</b>	<b>74,256</b>	<b>87,591</b>	<b>(13,335)</b>	<b>96,044</b>	<b>21,788</b>	<b>29%</b>
<b>Total Paid Time Off</b>	<b>2,299,318</b>	<b>2,586,736</b>	<b>2,401,874</b>	<b>184,862</b>	<b>2,423,159</b>	<b>(163,577)</b>	<b>-6%</b>
<b>Total Compensation</b>	<b>16,479,236</b>	<b>17,472,098</b>	<b>17,328,956</b>	<b>143,142</b>	<b>17,736,876</b>	<b>264,778</b>	<b>2%</b>
FICA, Operators	131,646	142,560	139,050	3,510	146,860	4,300	
FICA, Trans Admin	16,774	17,960	17,961	(1)	19,012	1,052	
FICA, Scheduling	1,098	1,260	1,191	69	1,227	(33)	
FICA, Maintenance Admin	2,815	4,100	4,195	(95)	4,363	263	
FICA, Building Maintenance.	5,460	5,850	5,902	(52)	6,055	205	
FICA, Customer Service	6,000	5,300	5,727	(427)	5,860	560	
FICA, Promotion	1,856	1,250	2,328	(1,078)	1,013	(237)	
FICA, EE Services	3,762	4,261	4,095	166	4,240	(21)	
FICA, Finance	6,685	7,230	7,102	128	7,399	169	
FICA, Safety & Training	-	-	-	-	-	-	
FICA, General Admin	10,830	8,350	11,424	(3,074)	10,486	2,136	
FICA, Board Members	1,637	1,500	2,020	(520)	2,020	520	
FICA, Planning	10,687	14,500	13,512	988	15,401	901	
FICA, Service Workers	5,625	6,800	7,087	(287)	7,258	458	
FICA, Mechanics	13,525	16,000	17,820	(1,820)	18,383	2,383	
<b>Total FICA/Medicare</b>	<b>218,400</b>	<b>236,921</b>	<b>239,414</b>	<b>(2,493)</b>	<b>249,577</b>	<b>12,656</b>	<b>5%</b>



**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
PERS-RET, Operators	787,145	960,339	1,034,959	(74,620)	1,051,072	90,733	
PERS-RET, Trans Admin	143,136	172,770	166,859	5,911	189,416	16,646	
PERS-RET, Scheduling	15,148	12,971	11,564	1,407	13,391	420	
PERS-RET, Maintenance Admin	82,404	108,645	100,506	8,139	112,348	3,703	
PERS-RET, Bldg Maintenance.	41,808	43,700	50,586	(6,886)	55,611	11,911	
PERS-RET, Customer Svc	49,749	47,133	50,082	(2,949)	49,337	2,204	
PERS-RET, Promotion	19,764	12,058	17,084	(5,026)	12,662	604	
PERS-RET, EE Services	29,982	43,014	41,692	1,322	46,409	3,395	
PERS-RET, Finance	60,105	75,502	67,949	7,553	77,351	1,849	
PERS-RET, Sfty & Training	22,226	18,044	17,281	763	19,922	1,878	
PERS-RET, Gen Admin	82,440	97,349	115,015	(17,666)	113,420	16,071	
PERS-RET, Planning	58,329	122,300	105,810	16,490	125,063	2,763	
GM-457 Retirement	18,000	18,000	18,540	(540)	18,540	540	
PERS-RET, Service Wrkr	41,255	52,409	57,317	(4,908)	59,137	6,728	
PERS-RET, Mechanics	114,694	145,610	151,411	(5,801)	170,966	25,356	
<b>Total Retirement</b>	<b>1,566,185</b>	<b>1,929,844</b>	<b>2,006,655</b>	<b>(76,811)</b>	<b>2,114,645</b>	<b>184,801</b>	<b>10%</b>
Medical, Operators	633,969	765,924	708,894	57,030	782,191	16,267	
Medical, Trans Admin	94,651	126,882	135,279	(8,397)	140,721	13,839	
Medical, Scheduling	8,619	9,472	9,519	(47)	9,496	24	
Medical, Maintenance Admin	26,101	28,215	23,481	4,734	27,755	(460)	
Medical, Building Maintenance.	48,897	53,293	69,389	(16,096)	61,239	7,946	
Medical, Customer Svc	42,137	33,689	45,647	(11,958)	35,057	1,368	
Medical, Promotion	7,258	4,943	3,969	974	5,954	1,011	
Medical, EE Services	(430)	4,524	-	4,524	9,048	4,524	
Medical, Finance	18,259	17,485	13,180	4,305	18,989	1,504	
Medical, Safety & Training	5,028	5,674	5,968	(294)	5,424	(250)	
Medical, General Admin	67,242	69,801	30,130	39,671	72,276	2,475	
Medical, Planning	40,834	61,994	86,974	(24,980)	73,750	11,756	
Medical, Service Workers	190,673	249,743	217,730	32,013	264,933	15,190	
Medical, Mechanics	344,370	418,487	413,687	4,800	453,847	35,360	
Medical Admin Charge	10,751	11,300	11,300	-	11,300	-	
Vision Plan, Admin	-	-	-	-	-	-	
Vision Plan, Operators	-	-	-	-	-	-	
Medical, Retirees	186,175	193,000	186,430	6,570	202,650	9,650	
OPEB benefits	408,617	299,889	299,889	-	306,650	6,761	
<b>Total Medical</b>	<b>2,133,151</b>	<b>2,354,315</b>	<b>2,261,466</b>	<b>92,849</b>	<b>2,481,280</b>	<b>126,965</b>	<b>5%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
Dental, Operators	232,289	240,249	244,587	(4,338)	247,457	7,208	
Dental, Trans Admin	30,284	32,931	28,326	4,605	33,919	988	
Dental, Scheduling	1,985	2,289	2,819	(531)	2,357	69	
Dental, Maintenance Admin	5,877	5,946	6,100	(154)	6,124	178	
Dental, Building Maintenance.	10,490	10,075	11,589	(1,514)	10,377	302	
Dental, Customer Svc	17,545	16,656	18,371	(1,716)	17,155	500	
Dental, Promotion	1,670	1,421	1,732	(311)	1,464	43	
Dental, EE Services	3,060	3,084	3,175	(91)	3,176	92	
Dental, Finance	10,120	10,575	10,441	134	10,892	317	
Dental, Safety & Training	789	795	2,222	(1,427)	819	24	
Dental, General Admin	7,490	7,389	7,741	(352)	7,610	221	
Dental, Planning	11,405	13,544	13,044	500	13,950	406	
<b>Total Dental</b>	<b>333,004</b>	<b>344,953</b>	<b>350,147</b>	<b>(5,194)</b>	<b>355,300</b>	<b>10,347</b>	<b>3%</b>
WC, Operators	796,378	819,726	693,089	126,637	763,218	(56,508)	
WC, Trans Admin	76,170	79,010	64,473	14,537	73,563	(5,447)	
WC, Scheduling	9,159	9,876	8,059	1,817	9,195	(681)	
WC, Maintenance Admin	25,796	24,691	20,148	4,543	22,989	(1,702)	
WC, Building Maintenance.	26,270	29,629	24,178	5,451	27,586	(2,043)	
WC, Customer Svc	38,327	39,505	32,237	7,268	36,782	(2,723)	
WC, Promotion	11,574	4,938	4,030	908	4,598	(340)	
WC, EE Services	11,574	14,814	12,089	2,725	13,793	(1,021)	
WC, Finance	25,796	24,691	20,148	4,543	22,989	(1,702)	
WC, Safety & Training	11,574	9,876	8,059	1,817	9,195	(681)	
WC, General Admin	33,989	28,123	26,857	1,266	26,184	(1,939)	
WC, Planning	28,685	60,763	36,266	24,497	56,575	(4,188)	
WC, Service Workers	49,660	49,381	40,296	9,085	45,977	(3,404)	
WC, Mechanics	106,574	93,824	76,562	17,262	87,356	(6,468)	
<b>Total Workers Comp</b>	<b>1,251,526</b>	<b>1,288,847</b>	<b>1,066,491</b>	<b>222,356</b>	<b>1,200,000</b>	<b>(88,847)</b>	<b>-7%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
Life, Operators	69,500	72,435	74,150	(1,715)	74,776	2,341	
Life, Trans Admin	6,518	6,500	7,776	(1,276)	6,695	195	
Life, Scheduling	660	690	952	(262)	742	52	
Life, Maintenance Admin	4,230	4,230	4,360	(130)	4,360	130	
Life, Building Maintenance.	3,376	3,066	3,560	(494)	3,250	184	
Life, Customer Svc	5,595	5,607	5,810	(203)	6,450	843	
Life, Promotion	844	542	1,500	(958)	560	18	
Life, EE Services	1,537	1,645	1,800	(155)	1,800	155	
Life, Finance	3,316	3,338	3,720	(382)	3,460	122	
Life, Safety & Training	728	728	750	(22)	750	22	
Life, General Admin	2,974	2,955	3,390	(435)	3,090	135	
Life, Planning	5,484	6,572	6,642	(70)	7,212	640	
<b>Total Life Insurance</b>	<b>104,762</b>	<b>108,308</b>	<b>114,410</b>	<b>(6,102)</b>	<b>113,145</b>	<b>4,837</b>	<b>4%</b>
SUI, Operators	52,861	65,000	72,000	(7,000)	67,000	2,000	
SUI, Trans Admin	4,262	6,000	7,974	(1,974)	7,974	1,974	
SUI, Scheduling	273	400	443	(43)	443	43	
SUI, Maintenance Admin	1,911	2,000	2,215	(215)	2,215	215	
SUI, Building Maintenance.	1,751	2,000	2,658	(658)	3,101	1,101	
SUI, Customer Svc	1,638	2,600	3,101	(501)	3,101	501	
SUI, Promotion	273	430	886	(456)	443	13	
SUI, Safety & Training	273	413	443	(30)	443	30	
SUI, General Admin	1,661	1,800	3,544	(1,744)	3,544	1,744	
SUI, EE Services	819	900	1,329	(429)	1,329	429	
SUI, Finance	1,642	1,900	2,215	(315)	2,215	315	
SUI, Planning	2,734	3,800	3,987	(187)	4,430	630	
SUI, Service Workers	3,009	3,710	4,430	(720)	4,430	720	
SUI, Mechanics	5,284	7,875	8,417	(542)	8,417	542	
<b>Total SUI</b>	<b>78,391</b>	<b>98,828</b>	<b>113,642</b>	<b>(14,814)</b>	<b>109,085</b>	<b>10,257</b>	<b>10%</b>
Operator Uniforms	45,862	50,000	50,000	-	50,000	-	
Uniforms - Maintenance. Pers.	19,883	17,173	17,000	173	17,500	327	
<b>Total Uniforms</b>	<b>65,745</b>	<b>67,173</b>	<b>67,000</b>	<b>173</b>	<b>67,500</b>	<b>327</b>	<b>0%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
Operator Medical Exams	16,215	15,785	17,000	(1,215)	17,000	1,215	
Emp Assistance Prog.	13,468	15,856	14,500	1,356	14,500	(1,356)	
Cafeteria Plan- Admin	440,517	508,275	539,772	(31,497)	598,689	90,414	
Cafeteria Plan-ATU	1,205,910	1,485,478	1,357,816	127,662	1,603,479	118,001	
Mechanic Tool Allowance	13,190	15,970	16,500	(530)	16,500	530	
Wellness Program	25,121	29,473	30,000	(527)	30,000	527	
Substance Abuse Prog.	9,630	15,505	10,000	5,505	20,000	4,495	
Ergonomics/W/C Prog	-	-	2,500	(2,500)	-	-	
<b>Total Other Benefits</b>	<b>1,724,051</b>	<b>2,086,342</b>	<b>1,988,088</b>	<b>98,254</b>	<b>2,300,168</b>	<b>213,826</b>	<b>10%</b>
<b>Total Benefits</b>	<b>9,774,533</b>	<b>11,102,267</b>	<b>10,609,187</b>	<b>493,080</b>	<b>11,413,859</b>	<b>311,592</b>	<b>3%</b>
<b>Total Wages and Benefits</b>	<b>23,954,451</b>	<b>25,987,628</b>	<b>25,536,269</b>	<b>451,359</b>	<b>26,727,576</b>	<b>739,947</b>	<b>3%</b>
Management Services	54,049	35,000	35,000	-	35,000	-	
Agency Fees	50	150	150	-	150	-	
In-Service Monitoring	-	5,500	5,500	-	5,500	-	
Mobility Services	18,807	25,000	30,000	(5,000)	25,000	-	
Schedules/Graphics	38,521	114,432	115,000	(568)	115,000	568	
Promotions	101,135	149,397	150,000	(603)	150,000	603	
Recruitment	5,168	10,000	15,000	(5,000)	10,000	-	
Hiring Costs	13,795	14,935	15,000	(65)	15,000	65	
Legal Fees	164,714	375,000	375,000	-	335,000	(40,000)	
Financial services	12,200	6,000	7,500	(1,500)	15,000	9,000	
Auditor Fees	44,942	48,500	48,500	-	49,955	1,455	
Freight In and Out	4,808	5,525	7,000	(1,475)	6,000	475	
Bid and Hearing Notices	95	1,000	1,000	-	1,000	-	
Service Development	40,000	79,187	80,000	(813)	80,000	813	
Trans. Printing/Reproduc.	4,646	7,000	7,000	-	7,000	-	
Payroll Services	86,575	85,490	85,490	-	88,055	2,565	
Bank service charge	20,827	24,000	24,000	-	25,500	1,500	
Commuter check process fee	267	300	300	-	300	-	
Pay PERS file upload	2,387	2,650	2,730	(80)	2,730	80	
Special Planning- reimb expenses	24,900	31,840	-	31,840	-	(31,840)	
Temporary Help-All depts	66,410	25,075	25,000	75	25,000	(75)	
Clipper Fees	55,405	90,000	53,560	36,440	150,000	60,000	
SVR-Differential/Radiator	-	13,300	15,800	(2,500)	15,800	2,500	

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
SVR-Transmission	15,101	14,595	34,400	(19,805)	24,000	9,405	
SVR-Upholstery/Glass	1,705	12,000	30,000	(18,000)	15,000	3,000	
SVR-Towing	6,503	12,220	16,000	(3,780)	16,000	3,780	
SVR-Engine Repair	28,278	41,685	40,720	965	41,000	(685)	
SVR-Body Repair	105,158	113,083	105,000	8,083	108,000	(5,083)	
SVR-Electric Bus Repair	-	-	-	-	50,000	50,000	
Emission controls	14,513	39,767	42,000	(2,233)	42,000	2,233	
Support Vehicle maint	13,617	13,170	13,500	(330)	13,500	330	
IT Supplies/replacements	13,075	10,843	12,000	(1,157)	12,000	1,157	
Clever Devices/rideck maint	206,190	239,350	239,349	1	251,350	12,000	
Office Equipment Maint.	7,904	20,000	20,000	-	20,000	-	
Building Maint. Service	77,387	85,810	87,000	(1,190)	87,000	1,190	
Landscape Service	73,289	88,963	89,400	(437)	89,400	437	
IT Contracts	137,370	148,564	150,000	(1,436)	150,000	1,436	
Radio Maint. Service	11,952	14,980	18,000	(3,020)	15,000	20	
RED Support Expense	3,030	-	4,000	(4,000)	-	-	
Contract Cleaning Service	3,340	3,340	2,600	740	3,600	260	
Waste Removal	16,610	18,837	19,800	(963)	19,800	963	
Hazardous Waste	114,205	123,012	95,000	28,012	125,000	1,988	
Fire Monitoring	2,863	3,756	4,000	(244)	4,000	244	
Security Services	87,178	88,943	89,000	(57)	89,000	57	
Other Services	7,375	7,000	5,500	1,500	7,000	-	
<b>Total Services</b>	<b>1,706,344</b>	<b>2,249,199</b>	<b>2,215,799</b>	<b>33,400</b>	<b>2,339,640</b>	<b>90,441</b>	<b>4%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
Diesel Fuel	1,354,467	1,525,000	1,650,000	(125,000)	1,625,000	100,000	
Oils and Lubricants	75,649	81,486	90,000	(8,514)	85,000	3,514	
Gasoline	21,602	23,875	25,000	(1,125)	25,000	1,125	
PG&E - WC Trolley	22,296	50,408	85,000	(34,592)	85,000	34,592	
Tires and Tubes	238,156	243,197	231,000	12,197	247,216	4,019	
Safety Supply	363	5,500	5,500	-	10,000	4,500	
Transportation Supplies	19,414	14,000	14,000	-	14,000	-	
BART Relief Tickets	56,965	58,425	58,425	-	58,425	-	
CSS-Soaps	1,614	4,465	8,000	(3,535)	6,000	1,535	
CSS-Cleaning	10,629	9,622	9,000	622	9,000	(622)	
CSS-Safety	8,640	8,907	8,500	407	8,500	(407)	
CSS-Antifreeze	3,664	6,256	6,400	(144)	6,400	144	
CSS-Gases	6,655	5,316	4,000	1,316	4,500	(816)	
Oil Analysis	16,760	7,898	8,000	(102)	8,000	102	
Equipment/Garage Exp.	22,183	21,356	25,000	(3,644)	25,000	3,644	
Coach Repair Parts	551,129	494,536	495,000	(464)	515,000	20,464	
Shelter/Bus Stop Supply	-	13,066	15,000	(1,934)	15,000	1,934	
Janitorial Supplies	24,121	19,919	21,000	(1,081)	21,000	1,081	
Lighting Supply	1,832	6,125	5,000	1,125	5,000	(1,125)	
Building Repair Supply	37,580	44,376	45,000	(624)	45,000	624	
Landscape Supply	-	5,000	5,000	-	5,000	-	
Tickets, Passes, Xfrs	13,351	16,468	20,000	(3,532)	10,000	(6,468)	
Supplies - Offsites	968	2,286	2,300	(14)	2,300	14	
Personnel Office Supply	1,320	4,074	3,000	1,074	3,000	(1,074)	
Computer Supplies	-	163	-	163	-	(163)	
Office Supplies-Administration	18,672	16,500	17,500	(1,000)	17,500	1,000	
Office Supplies-2nd Floor	29	-	-	-	-	-	
Office Supplies-Maint.	1,436	3,433	3,500	(67)	3,500	67	
Postage	7,942	9,000	10,000	(1,000)	9,000	-	
Safety Contingency Plans	1,488	3,000	3,000	-	3,000	-	
Training Supply	1,637	5,000	5,000	-	5,000	-	
Contracts & Grants Supply	-	1,362	1,000	362	1,000	(362)	
Supplies- IC	4,108	5,628	6,000	(372)	6,000	372	
Repair parts-grant exp	-	25,000	25,000	-	25,000	-	
<b>Total Materials &amp; Supplies</b>	<b>2,524,670</b>	<b>2,752,348</b>	<b>2,910,125</b>	<b>(157,777)</b>	<b>2,908,341</b>	<b>155,993</b>	<b>6%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
Telephone Svc - TC				-		-	
Pacific Gas and Electric	164,641	185,000	190,550	(5,550)	190,550	5,550	
Telephone Svc - Concord	47,454	36,381	36,000	381	40,000	3,619	
Contra Costa Water District	32,294	26,000	26,000	-	27,600	1,600	
Telephone-Cellular	88,635	99,982	100,000	(18)	100,000	18	
<b>Total Utilities</b>	<b>333,024</b>	<b>347,363</b>	<b>352,550</b>	<b>(5,187)</b>	<b>358,150</b>	<b>10,787</b>	<b>3%</b>
Physical Damage	98,473	125,000	147,500	(22,500)	125,000	-	
Property Premiums	44,592	48,271	48,271	-	49,719	1,448	
Other Premiums	21,483	28,300	26,780	1,520	31,130	2,830	
Liability Premiums	452,487	555,000	555,000	-	600,000	45,000	
Insurance/Liability losses	105,521	175,000	175,000	-	175,000	-	
<b>Total Insurance</b>	<b>722,556</b>	<b>931,571</b>	<b>952,551</b>	<b>(20,980)</b>	<b>980,849</b>	<b>49,278</b>	<b>5%</b>
Property Tax	9,619	14,072	18,000	(3,928)	16,000	1,928	
Licenses / Registrations	1,726	2,015	2,015	-	2,015	-	
Fuel Storage Tank Fees	16,161	13,000	14,000	(1,000)	14,000	1,000	
Use and Other Taxes	8,081	7,000	7,500	(500)	7,500	500	
Sales Tax	190,529	205,000	220,000	(15,000)	212,000	7,000	
<b>Total Taxes</b>	<b>226,116</b>	<b>241,087</b>	<b>261,515</b>	<b>(20,428)</b>	<b>251,515</b>	<b>10,428</b>	<b>4%</b>
Radio Site Lease-Diablo	42,035	43,000	43,775	(775)	44,500	1,500	
Equipment Leases	464	9,000	9,000	-	9,000	-	
<b>Total Leases</b>	<b>42,499</b>	<b>52,000</b>	<b>52,775</b>	<b>(775)</b>	<b>53,500</b>	<b>1,500</b>	<b>3%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
Business Expense- Tran	10	500	500	-	500	-	
Business Expense-admin	-	400	400	-	400	-	
Business Expense-Fin	978	2,000	2,000	-	2,000	-	
Board Travel	17,955	20,428	25,000	(4,572)	25,000	4,572	
Staff Travel	74,484	60,000	60,000	-	61,500	1,500	
CTA Dues	14,948	15,396	15,399	(3)	15,860	464	
APTA Dues	35,029	35,500	36,650	(1,150)	36,650	1,150	
Other Memberships	3,000	3,000	3,000	-	3,090	90	
Business Expense	2,659	4,000	4,000	-	4,000	-	
Training Program	11,388	15,179	25,000	(9,821)	25,000	9,821	
Training / Subs-Gm	2,271	7,000	7,000	-	7,000	-	
Misc exp	241	1,000	1,000	-	1,000	-	
Employee Functions	34,467	30,000	35,000	(5,000)	44,500	14,500	
Employee Awards	2,011	5,000	5,000	-	5,000	-	
Departing Emp gifts	124	1,000	1,000	-	1,000	-	
Paypal fees	2,889	3,500	4,000	(500)	4,000	500	
<b>Total Miscellaneous</b>	<b>202,454</b>	<b>203,903</b>	<b>224,949</b>	<b>(21,046)</b>	<b>236,500</b>	<b>32,597</b>	<b>16%</b>
Alamo Creek Shuttle	114,565	125,000	127,720	(2,720)	133,500	8,500	
St Mary's Shuttle	48,300	49,440	49,440	-	52,410	2,970	
Cal State rte. 260 Shuttle	93,801	106,100	108,150	(2,050)	113,600	7,500	
<b>Total Purchased Transportation</b>	<b>256,666</b>	<b>280,540</b>	<b>285,310</b>	<b>(4,770)</b>	<b>299,510</b>	<b>18,970</b>	<b>7%</b>
<b>Total Other Operating Expense</b>	<b>6,014,329</b>	<b>7,058,011</b>	<b>7,255,574</b>	<b>(197,563)</b>	<b>7,428,005</b>	<b>369,994</b>	<b>5%</b>
Contingency			800,000	(800,000)	900,000	900,000	
<b>TOTAL FIXED ROUTE EXPENSE</b>	<b>29,968,780</b>	<b>33,045,639</b>	<b>33,591,843</b>	<b>(546,204)</b>	<b>35,055,581</b>	<b>2,009,942</b>	<b>6%</b>



**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2018 Actual	FY 2019 Estimated	FY 2019 Budget	Over (Under) FY 2019 Budget	Proposed FY 2020 Budget	Over (Under) FY 2019 Est/Actual	Over (Under) % FY 2019 Est/Actual
<b>Paratransit</b>							
Wages	91,580	172,000	172,525	(525)	182,218	10,218	
Sick Wages	4,646	5,000	7,332	(2,332)	5,298	298	
Holiday Pay	5,605	7,500	9,687	(2,187)	10,080	2,580	
Vacation Pay	2,232	9,750	10,709	(959)	11,145	1,395	
Absence pay	-	500	940	(440)	988	488	
Cafeteria Plan	9,744	21,431	9,406	12,025	23,874	2,443	
FICA	1,481	2,500	2,917	(417)	3,041	541	
PERS	16,054	20,156	18,264	1,892	21,706	1,550	
Medical	12,351	15,948	9,630	6,318	9,606	(6,342)	
Dental	1,326	3,437	4,534	(1,097)	3,540	103	
Life Insurance	532	1,168	1,630	(462)	1,220	52	
SUI	1,084	1,300	1,329	(29)	1,329	29	
Promotions	-	-	-	-	3,500	3,500	
Legal Fees	-	18,884	15,000	3,884	15,000	(3,884)	
Bank Service Charge	419	500	-	500	500	-	
Temporary Help	6,840	4,299	-	4,299	-	(4,299)	
Building Maint Services	1,211	1,535	1,500	35	1,500	(35)	
Radio Maint Services	5,302	5,814	6,100	(286)	6,100	286	
Community Van Maint	24,557	16,000	16,000	-	16,000	-	
Other services	300	12,100	-	12,100	-	(12,100)	
Office Supply, PTF	4,378	4,000	4,400	(400)	2,000	(2,000)	
Gas and Electric	22,253	25,000	25,000	-	25,000	-	
Cell Phone	874	2,500	2,500	-	22,500	20,000	
Sales Tax	-	300	300	-	300	-	
Purchased Trans-LINK	5,167,020	5,862,000	5,407,500	454,500	5,977,200	115,200	
Purchased Trans-BART	137,570	170,000	154,500	15,500	178,080	8,080	
Other Purch Trans	-	-	500	(500)	1,281	1,281	
Training / Subscriptions	-	2,500	350	2,150	2,500	-	
Other Misc Expenses	5	300	500	(200)	1,000	700	
<b>Total Paratransit</b>	<b>5,517,364</b>	<b>6,386,422</b>	<b>5,883,053</b>	<b>503,369</b>	<b>6,526,506</b>	<b>140,083</b>	<b>2%</b>
<b>TOTAL CCCTA</b>	<b>35,486,144</b>	<b>39,432,061</b>	<b>39,474,896</b>	<b>(42,835)</b>	<b>41,582,087</b>	<b>2,150,026</b>	<b>5%</b>
OPEB - GASB 75 Adjustments	(224,832)						
PERS GASB 68 Adjustment	1,807,421	-	-	-	-	-	
<b>TOTAL CCCTA GASBs</b>	<b>1,582,589</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL CCCTA</b>	<b>37,068,733</b>	<b>39,432,061</b>	<b>39,474,896</b>	<b>(42,835)</b>	<b>41,582,087</b>	<b>2,150,026</b>	<b>5%</b>

**RESOLUTION NO. 2019-028**  
**BOARD OF DIRECTORS**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**STATE OF CALIFORNIA**

**ADOPTION OF FINAL FISCAL YEAR 2020 OPERATING AND CAPITAL BUDGET**  
**IN THE AMOUNT OF \$42,271,087**

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 2020 in the amount of \$41,582,087, 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 2020 in the amount of \$689,000.

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 2020, 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 20st day of June 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Sue Noack, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board