

# County Connection

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

## BOARD OF DIRECTORS

### MEETING AGENDA

Thursday, June 15, 2023

9:00 a.m.

**The Board Meeting will be held in-person at:**

**County Connection Board Room  
2477 Arnold Industrial Way, Concord, California**

Staff and members of the public may attend in-person or participate remotely via Zoom at:

<https://us02web.zoom.us/j/85399133311>

Or One tap mobile :

US: +16699006833,,85399133311# or +14086380968,,85399133311#

Or Telephone:

Dial(for higher quality, dial a number based on your current location): +1 408 638 0968

Webinar ID: 853 9913 3311

### **Please Note the following COVID-19 Protocols for in-person attendance:**

Visitors experiencing the following symptoms of COVID-19 may not enter the building:

- Cough
- Chills
- Sore Throat
- Shortness of Breath
- Muscle Pain
- Loss of Taste or Smell
- Fever

Public comment may be submitted via email to: [hill@cccta.org](mailto:hill@cccta.org). Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Board of Directors before the meeting. Comments submitted after the meeting is called to order will be included in the correspondence that will be provided to the full Board.

Oral public comments will also be accepted during the meeting in person and through Zoom\* or the teleconference number listed above.

Should Zoom not be operational, please check online at: [www.countyconnection.com](http://www.countyconnection.com) for any updates or further instruction.

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

1. Call to Order/Pledge of Allegiance
2. Roll Call/Confirm Quorum
3. Public Communication
4. Public Hearing: CCCTA FY2024 Operating and Capital Budget
5. Consent Calendar
  - a) Approval of Minutes of Regular Meeting of May 18, 2023\*
  - b) Adoption of Amended FY 2022-23 Cap and Trade Grant (LCTOP)\*  
Resolution No. 2023-038\*
  - c) FY 2023-24 SB1 State of Good Repair Funds\*  
Resolution No. 2023-039\*

6. Report of Chair
7. Report of General Manager

Under this item, the General Manager will report on matters of relevance to CCCTA including, but not necessarily limited to, the following:

- a) Report on Gillig Facilities Visit
  - b) Brown Act Bills Update
  - c) State Budget/Fiscal Cliff Update
  - d) APTA Expo in Orlando, Florida October 8-11, 2023
8. Report of Standing Committees
    - a) Administrative & Finance Committee
      - 1) Clipper START and Youth Fare Pilot Update and Extension\*  
Resolution No. 2023-040\*  
(The A&F Committee and staff request that the Board approve a two-year extension of the Clipper START and Youth Fare discount pilot programs through June 30, 2025.)
      - 2) Adjustment to Non-Represented Administrative Employees Compensation\*  
Resolution No. 2023-042\*  
(The A&F Committee recommends that the Board of Directors approve a 5% increase adjustment in the compensation for Non-Represented Administrative Employees and a Merit Pool for select management employees not to exceed \$308,000 in total.)
      - 3) Revised Fiscal Year 2024 Draft Budget and Forecast\*  
Resolution No. 2023-043\*  
(The A&F Committee recommends that the Board of Directors adopt the FY 2024 Budget following a public hearing.)
    - b) Operations & Scheduling Committee
      - 1) Electric Bus Update\*  
(Staff will provide information on the Electric Bus Performance.)

9. Advisory Committee
  - a) Appointment of Robert Kaplan to the Advisory Committee Representing the City of Martinez\*
10. Board Communication – (Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to committee or staff for information, or requesting a report to be made at another meeting.)
11. Next Meeting Date: July 20, 2023
12. Closed Session;  
Public Employee Performance Evaluation; Conference with Labor Negotiator (pursuant to Government Code Sections 54957, 54957.6) Agency Designated Representative: Board Chair  
  
Position: General Manager Following the Closed Session, the Board may consider potential actions to amend the Employment Agreement of the General Manager
13. Open Session:  
Report of Action(s) taken during the Closed Session
14. Adjournment

\*Enclosure

\*\*It will be available at the time of the Board meeting.

\*\*\*For Board members only

## General Information

Public Comment: If you wish to address the Board, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

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

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

Accessible Public Meetings: Upon request, County Connection will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be sent to the Assistant to the General Manager, Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or [hill@cccta.org](mailto:hill@cccta.org). Requests made by mail must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

### Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, July 20, 9:00 a.m., County Connection Board Room
Administration & Finance:	Wednesday, July 5, 2:00 p.m., County Connection Offices, 2477 Arnold Industrial Way, Concord, CA 94520
Advisory Committee:	TBA.
Marketing, Planning & Legislative:	Thursday, July 6, 8:30 a.m., Supervisor Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA.
Operations & Scheduling:	Wednesday, July 5, 8:00 a.m., Supervisor Andersen's Office, 309 Diablo Rd, Danville, CA 94526

**The above meeting schedules are subject to change. Please check the County Connection Website ([www.countyconnection.com](http://www.countyconnection.com)) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting. This agenda is posted on County Connection's Website ([www.countyconnection.com](http://www.countyconnection.com)) and at the County Connection Administrative Offices, 2477 Arnold Industrial Way, Concord, California**

# County Connection

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## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

May 18, 2023

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

Vice Chair Kevin Wilk called the regular meeting of the Board of Directors to order at 9:00 a.m. Board Members present were Directors Andersen, Diaz, Hoffmeister, Schroder, Sos, Storer, Tatzin (via teleconference) and Worth (via teleconference). Directors Hudson and Noack were absent.

Staff: Churchill, Sherman, Dixit, Glenn, Hill, Horta, Johnson, Jones, Martinez, Mitchell, Noya and Reeb

#### PUBLIC COMMUNICATION:

Nicole Gero, Mike McGeger, and Chris (no last name given) all spoke about the importance of Route 27. Director Tatzin arrived at 9:10 a.m.

#### PUBLIC HEARING: 99X Fare and Service Title VI Equity Analysis

At 9:13 a.m. Vice Chair Kevin Wilk opened the public hearing regarding 99X Fare and Service Title VI Equity Analysis. Pranjali Dixit, Manager of Planning, explained that the purpose of this Public Hearing is to receive public comments on proposed changes to Route 99X and elimination of Route 27, which would be replaced by select trips on Route 99X. The proposal also includes offering free rides on Route 99X.

Vice Chair Wilk asked if there were any comments from the public regarding the 99X Fare and Service Title VI Equity Analysis. Nicole Gero, Mike McGeger, and Chris (no last name given) all spoke about the importance of Route 27. The public hearing was closed at 9:17 a.m.

#### CONSENT CALENDAR

MOTION: Director Hoffmeister moved approval of the Consent Calendar, consisting of the following items:  
(a) Approval of Minutes of Regular Meeting of April 20, 2023. Director Andersen seconded the motion, and it received the following roll call vote of approval:

Aye: Directors Andersen, Diaz, Hoffmeister, Schroder, Sos, Storer, Tatzin, Wilk, and Worth  
No: None  
Abstain: None  
Absent: Directors Hudson and Noack

#### REPORT OF CHAIR:

Recognition of the 2023 Board Chair's Award

Melody Reeb, Director of Planning and Scheduling

## **REPORT OF GENERAL MANAGER:**

### Employee Events: Bus Rodeo and Employee Awards

### Recognition of the 2023 Employees of the Year

Administration: Sean Hurley

Maintenance: Gardner Daniels

Transportation: Mark Romero and Ivo Todorov

### Recognition of the 2023 General Manager's Award

Michelle Mayers

Director Andersen left at 9:45 a.m.

### Recognition of Retiring Employees

Juanita Proctor-Williams and Lisa Rettig

### CalSTA Listening Session at MTC with Toks Omishakin

General Manager Bill Churchill informed the board that he sat in on a zoom call hosted by Toks Omishakin of MTC. The event was well attended and much appreciated. He allowed GM's to ask questions and explained the fiscal cliff and the ramifications clearly. It was truly a great experience.

## **REPORT OF STANDING COMMITTEES**

### **Administrative & Finance Committee**

#### Non-Emergency Medical Transportation (NEMT) Contract Recommendation 2023-035

Rashida Kamara gave a brief background on the item stating that in January of 2023, staff proposed participating in the Medi-Cal (Medicaid in California) Non-Emergency Medical Transportation (NEMT) program to the Operating & Scheduling (O&S) Committee. This program covers transportation to and from medical appointments, including wheelchair vans, gurney vans and ambulance services. Transit agencies are eligible to provide NEMT trips using Federal Transportation Administration (FTA) Section 5310 eligible vehicles, which allocates funds to improve mobility for seniors and individuals with disabilities. Leveraging the existing fleet for eligible passengers would help both County Connection and its low-income passengers avoid significant costs. Participating in the program requires administrative work and cooperation with Medi-Cal. However, there is potential for substantial revenue collection to help offset these costs.

In February 2023, County Connection staff released a Request for Proposals (RFP) for a NEMT management service that could help the agency qualify as a provider and identify eligible trips. County Connection staff partnered with Deanna Perry, Manager of Accessible Services at Tri-Delta, to be part of the selection process since she has been managing an NEMT reimbursement program for over 8 years. There was one qualified proposal received in response to the RFP from Tranova, LLC (Tranova) a company that provides NEMT oversight and reimbursement programs for other transit agencies. The panel concluded that Tranova possesses the experience and qualifications needed to administer this program.

Tranova proposed a one-time set-up fee of \$49,500 plus an hourly rate of \$150 per hour for ongoing support. Set-up activities include establishing state Medi-Cal approvals, managed care approvals, training, testing, policy development, outreach strategies/materials, and outreach activities. Ongoing support consists of billing Medi-Cal for eligible trips and other miscellaneous support. Monthly costs are estimated at \$2,250, with a projected annual expense of \$27,000. Once the program is up and running, staff conservatively estimates it will generate approximately \$20,000 per month (or \$240,000 per year) in Medi-Cal revenue, which will be more than sufficient to offset the costs. Should the set-up costs exceed Medi-Cal revenue in the first year of the program, Transportation Development Act (TDA) funds will be utilized to bridge the funding gap.

**MOTION:** Director Sos moved that the Board adopt resolution No. 2023-035 authorizing the General Manager to enter into an agreement with Tranova LLC to provide NEMT reimbursement management services for a two-year base term with three one-year options commencing July 1, 2023, at the cost of \$49,500 for initial start-up and \$150 per hour for ongoing services. Director Hoffmeister seconded the motion, and it received the following roll call vote of approval:

Aye: Directors Diaz, Hoffmeister, Schroder, Storer, Sos, Tatzin, Wilk and Worth  
No: None  
Abstain: None  
Absent: Directors Andersen, Hudson and Noack

## **Marketing, Planning & Legislative Committee**

### 99X Fare and Service Change Title VI Equity Analysis and Resolution No. 2023-037

Melody Reeb explained that staff completed a Title VI Service Equity Analysis for the proposed route and fare changes. The proposal includes elimination of Route 27 and a change to the Route 99X alignment that affects more than 25% of the daily transit revenue miles, so it is considered a “major” service change under County Connection’s Major Service Change Policy. Each route change independently constitutes a major service change. However, due to the interconnected nature of the proposal, this analysis evaluates the changes to both routes as a single major service change. In addition, the proposal to provide free fares on Route 99X constitutes a fare change pursuant to the Circular.

As part of the 2013 Title VI Policy update, the Board established a threshold of 20% for determining both disparate impacts to minorities and disproportionate burdens on low-income populations. The analysis evaluates the impacts of the service plan by comparing the proportion of minority and low-income riders who would be affected by the change to the system as a whole.

Both the Service and Fare Equity analyses did not indicate any disparate impact to minorities or disproportionate burden on low-income populations as result of the proposed service and fare changes.

On the Service Equity Analysis, while minority riders would be impacted slightly more than their proportion of population systemwide, the differential of +1.4% is well within the 20% threshold set forth in the disparate impact policy. Low-income riders would be impacted less than their proportion of population on the system as a whole by a margin of 3.9%.

In April 2023, staff began outreach to receive public comment on the proposed service and fare change. A public hearing has been scheduled for May 18, 2023 preceding the Board of Directors meeting. The public may also submit written comments via mail, email, and online through County Connection’s website. As of May 10, 2023, which was the deadline for written comments, a total of two (2) comments have been received. One (1) was in favor of the proposal, and the other was related to specific trip times, which staff will take into consideration when finalizing schedules. All comments received will be included in the final Title VI report, which will be presented to the FTA.

MOTION: Director Wilk moved that the Board adopt Resolution No. 2023-037 authorizing the Route 99X fare and service change and elimination of Route 27. Director Schroder seconded the motion, and it received the following roll call vote of approval:

Aye: Directors Diaz, Hoffmeister, Schroder, Sos, Storer, Tatzin, Wilk, and Worth  
No: None  
Abstain: None  
Absent: Directors Andersen, Hudson and Noack

### **Operating & Scheduling Committee**

#### Forklift Replacement and Resolution No. 2023-036

Scott Mitchell explained that County Connection needs to replace two forklifts used by the Maintenance Department. The California Air Resources Board has mandated that all diesel forklifts be replaced by electric forklifts by December 31, 2025. The two existing forklifts are diesel. One forklift was built in 1982 and one was built in 1990. Both forklifts have reached the end of their useful life. There is a one-year lead time to order and build the new forklifts.

MOTION: Director Storer moved that the Board adopt Resolution No. 2023-036, authorizing the General Manager to release a purchase order and Letter to Proceed to PAPE Material Handling for the purchase of two (2) forklifts. Total cost of the forklifts, including tax and delivery, not to exceed \$230,000. Director Hoffmeister seconded the motion, and it received the following roll call vote of approval:

Aye: Directors Diaz, Hoffmeister, Schroder, Sos, Storer, Tatzin, Wilk, and Worth  
No: None  
Abstain: None  
Absent: Directors Andersen, Hudson and Noack

### **Report from the Advisory Committee**

#### Appointment of Sarah Birdwell to the Advisory Committee Representing Contra Costa County and Andrei Obolenskiy Representing Pleasant Hill

MOTION: Director Hoffmeister moved the appointment of Sarah Birdwell to the Advisory Committee Representing the Contra Costa County and Andrei Obolenskiy Representing Pleasant Hill. Director Sos seconded the motion, and it received the following roll call vote of approval:

Aye: Directors Diaz, Hoffmeister, Schroder, Sos, Storer, Tatzin, Wilk, and Worth  
No: None  
Abstain: None  
Absent: Directors Andersen, Hudson and Noack

**BOARD COMMUNICATION:** None

**ADJOURNMENT:** Chair Worth adjourned the regular Board meeting at 10:26 am.

Minutes prepared by:

Lathina Hill  
Assistant to the General Manager

Date: June 3, 2023



## INTER OFFICE MEMO

To: Board of Directors

Date: 06/08/2023

From: Pranjal Dixit, Manager of Planning

Reviewed by: *MR*

**SUBJECT: Amendment to the Cap and Trade Grant (LCTOP) Resolution– FY 2022-23**

### Background:

The Low Carbon Transit Operations Program (LCTOP) provides cap-and-trade funding for transit in order to reduce greenhouse gas (GHG) emissions and improve mobility, with a priority on serving disadvantaged communities (DACs). Over time, the guidelines for eligible projects have been revised, allowing for increased flexibility in the use of these funds. In the last few years, County Connection has utilized these funds to operate Route 99X, connecting the Martinez Amtrak Station to BART via Pacheco Blvd. and Morello Ave., and to increase weekend service on Route 316. Both of these routes serve the DAC within County Connection’s service area. Since FY 2018-19, with the passage of Senate Bill 1119 (SB 1119), County Connection was able to implement the fare subsidy project in the Monument Corridor on Routes 11, 14, 16, 311, 314 and 316.

### Amendment Request:

At the March 2023 meeting, the Board of Directors adopted Resolution No. 2023-028 approving the allocation of \$1,479,291 in LCTOP funding towards the Martinez Amtrak to BART and Monument Free projects as shown below.

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
<b>Cap &amp; Trade Allocations</b>					
Revenue Based (99314)	\$ 161,497	\$ 165,597	\$ 91,133	\$ 214,031	\$ 201,000
Population-Based (99313)	\$ 971,709	\$ 963,733	\$ 542,538	\$ 1,269,952	\$ 1,192,000
<b>Total Revenues</b>	<b>\$ 1,133,206</b>	<b>\$ 1,129,330</b>	<b>\$ 633,671</b>	<b>\$ 1,483,983</b>	<b>\$ 1,479,291</b>
<b>Projects Funded</b>					
Martinez Amtrak to BART	\$ 375,378	\$ 215,710	\$ 215,710	\$ 600,619	\$ 611,179
Monument Free	\$ 757,829	\$ 913,620	\$ 417,961	\$ 883,364	\$ 868,112
<b>Total Expenses</b>	<b>\$ 1,133,207</b>	<b>\$ 1,129,330</b>	<b>\$ 633,671</b>	<b>\$ 1,483,983</b>	<b>\$ 1,479,291</b>

Following staff's initial submission of the LCTOP funding allocation request, comments were received from Caltrans to include Metropolitan Transportation Commission (MTC) as a Contributing Sponsor on the Board resolution.

**Financial Implications:**

Based on final apportionment amounts for FY 2022-23, County Connection will receive a total of \$1,479,291 in LCTOP funds. Staff plans to use \$611,179 to operate service within the DAC, and \$868,112 to subsidize fares on routes serving the Monument Corridor.

**Recommendation:**

Staff recommends using LCTOP funds to operate service between Martinez Amtrak and North Concord BART and to subsidize fares on routes serving the Monument Corridor.

**Action Requested:**

The A&F Committee and staff request that the Board adopt Resolution No. 2023-038 that recognizes the Metropolitan Transportation Commission (MTC) as a Contributing Sponsor to the Board for approval.

**Attachments:**

Resolution 2023-038

**RESOLUTION NO. 2023-038**

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

\* \* \*

**AUTHORIZATION FOR THE EXECUTION OF THE  
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS  
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)  
FOR THE FOLLOWING PROJECT(S):**

*(MARTINEZ AMTRAK TO BART, \$611,179 AND  
FARE SUBSIDY FOR ROUTES 11, 14, 16, 311, 314 AND 316, \$868,112)*

**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**, the CCCTA is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program ("LCTOP") now or sometime in the future for transit projects;

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations;

**WHEREAS**, the California Department of Transportation ("Department") is the administrative agency for the LCTOP;

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (i.e., local agencies);

**WHEREAS**, the CCCTA wishes to delegate authorization to execute these documents and any amendments thereto to Melody Reeb, Director of Planning, Marketing, & Innovation; and

**WHEREAS**, the CCCTA wishes to implement the LCTOP project(s) listed below.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Central Contra Costa Transit Authority that CCCTA agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations and guidelines for all LCTOP funded transit projects;

**BE IT FURTHER RESOLVED** that Melody Reeb, Director of Planning, Marketing, & Innovation, be authorized to execute all required documents of the LCTOP program and any amendments thereto with the California Department of Transportation; and

**BE IT FURTHER RESOLVED** by the Board of Directors of the Central Contra Costa Transit Authority that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2022-23 LCTOP funds:

*Project Names:*

*(1) Martinez Amtrak to BART*

*Amount of LCTOP funds requested: \$611,179*

*Short description: This route directly serves a disadvantaged community.*

*(2) Fare Subsidy for Routes 11, 14, 16, 311, 314 and 316*

*Amount of LCTOP funds requested: \$868,112*

*Short description: Fare subsidy project for one additional year. All of these routes serve AB 1550-defined low-income communities and an MTC community of concern, which is centered around Downtown Concord and the Monument Corridor.*

*Contributing Sponsors (if applicable): Metropolitan Transportation Commission (MTC)*

Regularly passed and adopted this 15<sup>th</sup> day of June 2023 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

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Amy Worth, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** 06/07/2023

**From:** Melody Reeb, Director of Planning, Marketing, & Innovation

**Reviewed by:** *Ref*

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**SUBJECT: FY 2023-24 SB1 State of Good Repair Funds**

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### **Background:**

Senate Bill 1 (SB1) provides over \$100 million annually to transit operators for eligible transit maintenance, rehabilitation and capital projects. These funds are referred to as State of Good Repair (SGR). The SGR Program is funded from a portion of a new Transportation Improvement fee on vehicle registrations. Based on the latest State Controller's Office (SCO) allocation estimate, County Connection is eligible to receive \$139,859.

Eligible projects for SGR funding include security equipment and systems as well as preventative maintenance. Staff is proposing to use SGR funds to support the ongoing maintenance of our onboard technology, including radio, onboard computer, and CAD/AVL systems.

### **Financial Implications:**

Using FY 2023-24 SGR funds to pay for ongoing ITS maintenance costs will directly offset operating expenses.

### **Recommendation:**

The A&F Committee and staff recommend applying for a grant amount of \$139,859 in FY 2023-24 SGR funds to pay for the ongoing maintenance expenses related to onboard ITS systems.

### **Action Requested:**

The A&F Committee and staff request that the Board adopt Resolution No. 2023-039 authorizing the General Manager to apply for funds from the FY 2023-2024 SB1 State of Good Repair Program.

### **Attachments:**

Resolution No. 2023-039

**RESOLUTION NO. 2023-039**

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

\* \* \*

**AUTHORIZING THE GENERAL MANAGER TO SUBMIT A GRANT APPLICATION  
FOR FY 2023-2024 STATE OF GOOD REPAIR FUNDS**

**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**, Senate Bill 1 ("SB1"), the Road Repair and Accountability Act of 2017, established the State of Good Repair Program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

**WHEREAS**, based on the State Controller's Office allocation estimate, CCCTA is eligible to receive \$139,859 in FY 2023-2024 SB1 State of Good Repair Program funds which are proposed to be used for ongoing maintenance expenses associated with CCCTA's onboard ITS systems.

**NOW, THEREFORE, BE IT RESOLVED** by the Central Contra Costa Transit Authority Board of Directors that the General Manager, or his designee, is authorized to apply for funds from the FY 2023-2024 SB1 State of Good Repair Program, and to execute any agreements, amendments, certification and assurances, and related documents for the SB1 State of Good Repair Program required by the California Department of Transportation and the Metropolitan Transportation Commission.

Regularly passed and adopted this 15th day of June 2023, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

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Amy Worth, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

**To:** Board of Directors

**Date:** 06/07/2023

**From:** Melody Reeb, Director of Planning, Marketing, & Innovation

**Reviewed by:** *Ref*

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**SUBJECT: Clipper START and Youth Fare Pilot Update and Extension**

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### **Background:**

In November 2020, the Board approved the Clipper START and Youth Fare pilot programs. These one-year pilot programs were launched on January 25, 2021 and provide a 20% discount off the Clipper single-ride fare for eligible low-income adults as part of the regional Clipper START program, and for youth ages 6-18 when using a Youth Clipper card. In September 2021, due to the COVID-19 pandemic and its impact on transit ridership, the Board approved an 18-month extension of the pilot until June 30, 2023.

The Metropolitan Transportation Commission (MTC) has been administering the Clipper START program and providing funding during the pilot period to offset some of the fare revenue losses. However, because the Clipper START program is only available to adults, a discount for youth was also implemented to address potential inequity between low-income adults and low-income youth. Staff completed a Title VI analysis as well as public outreach for both programs prior to implementation.

### **Program Usage:**

The pandemic has had a significant impact on ridership, so usage of the two discount programs over the first several months was very low. However, the return of schools to in-person learning in August 2021 resulted in a significant increase in the number of youth riders. The chart on the next page shows a breakdown of monthly ridership by discount program.

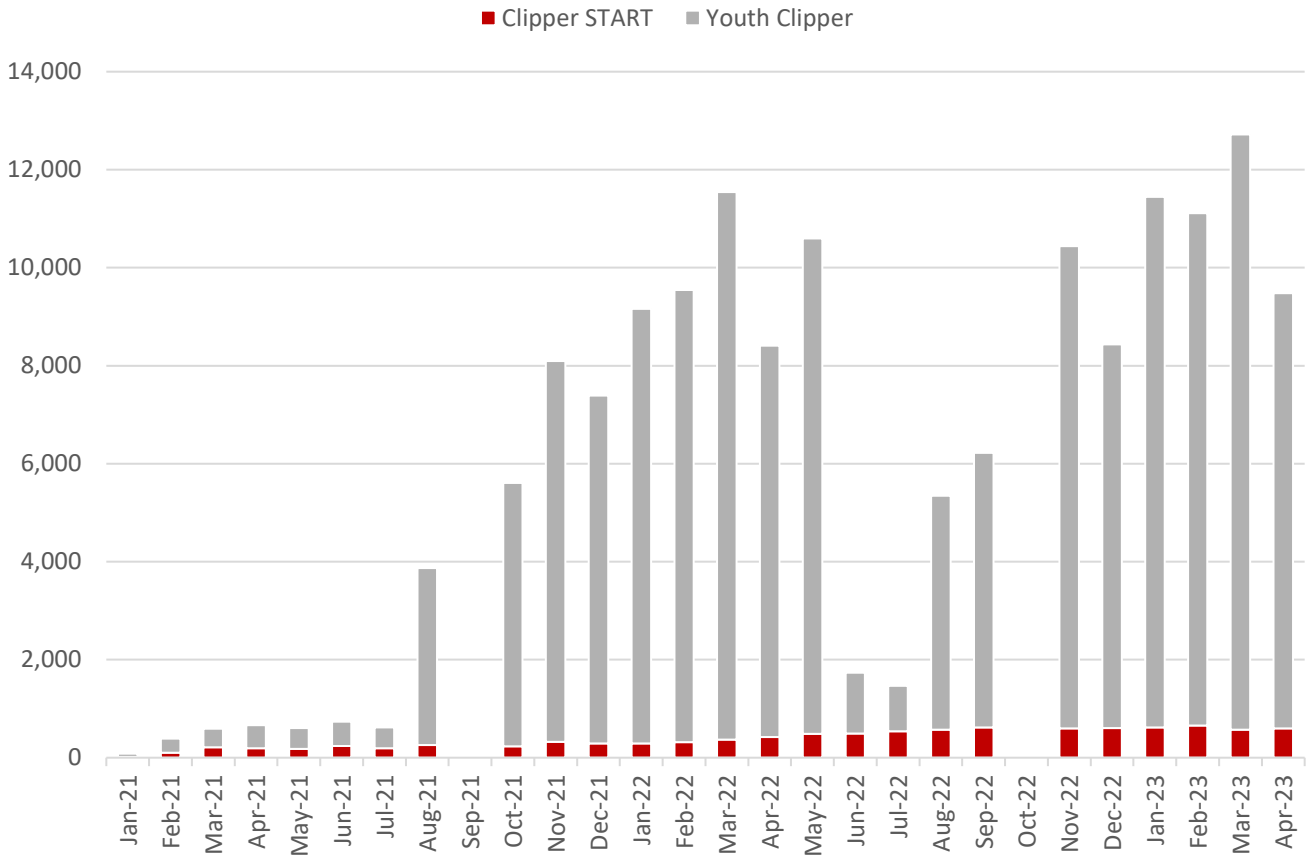
Youth Clipper usage fluctuates with the start and end of school and tends to be lower at the beginning of the school year due to the availability of 511 Contra Costa's Pass2Class program. The Pass2Class program offers free fares for a specified period, paid for by 511 Contra Costa. Over the past six months, Youth Clipper ridership has been averaging about 10,000 rides per month. Usage of the Clipper START program has remained more static and is averaging about 600 rides per month. Although youth ridership has increased significantly since schools reopened, ridership growth overall has been very gradual as many businesses and workplaces have taken a phased or hybrid approach to reopening.

Staff originally estimated revenue losses of \$120,000 for the youth fare discount and \$328,000 for the Clipper START discount during the one-year pilot based on pre-COVID ridership levels. When accounting for subsidies from MTC, the total net loss was estimated to be \$308,000 for both programs combined. These estimates were very conservative since they were based on pre-pandemic ridership levels and full adoption among eligible riders, many of whom use routes that are free.

Since the start of the pilot in January 2021 through April 2023, total revenue losses based on actual usage have been approximately \$55,000 for the youth fare discount and \$3,000 for the Clipper START discount.

Since MTC has reimbursed \$1,500 for the Clipper START program, net revenue losses to date have been about \$56,500.

### Clipper START & Youth Clipper Usage



### Evaluation and Extension:

MTC conducted an evaluation for the initial Clipper START pilot period to assess program delivery and impacts on advancing equity. Although Clipper START usage has been growing at a faster rate than overall transit ridership across the region, several strategies were identified to improve the effectiveness of the program and increase participation. MTC staff will be proposing to extend the pilot for another two (2) years until June 30, 2025 in order to implement and assess these strategies.

While the majority of the strategies are related to marketing, outreach, and enrollment, one is to provide a more consistent discount across operators. Currently, most operators—including County Connection—offer a 20% discount, half of which is reimbursed by MTC. However, several other operators elected to offer a 50% discount and assumed responsibility for the additional lost fare revenue above the base 20% discount. In order to incentivize participation and consistency, MTC is proposing to increase its contribution and reimburse up to half of the 50% discount.

Given the interconnected fare structures of the East Bay operators, staff met with the other three small operators (WestCAT, TriDelta, and LAVTA) and agreed to move forward with a 50% discount. This would align the Clipper START and Youth fare discounts with those currently offered to seniors and persons with disabilities. BART has indicated that they plan to increase their discount to 50% as well. Since an increased discount would constitute a fare change, staff will need to conduct a Title VI fare equity analysis and public hearing prior to seeking Board approval. If approved by September, the fare change would take effect in January 2024.



**Financial Implications:**

Assuming continuation of the current 20% discount, staff does not anticipate a significant growth in usage of either discount program. Based on ridership data from the past six months, total net revenue losses from a two-year extension would be about \$100,000, which is still much lower than the original estimate for the pilot of over \$300,000. Staff will be developing revenue loss estimates for a potential 50% discount, which will be presented to the Committee and Board for consideration and approval later this summer.

MTC is also proposing a change to the Clipper START subsidy approach and will be providing a one-time upfront payment to transit operators based on anticipated fare revenue losses over the entire two-year extension as opposed to quarterly reimbursement payments. This will include a guaranteed minimum of \$15,000 per operator, an estimated percentage for anticipated increased usage, and a buffer to offset any underestimations. MTC and transit operator staff will be working to finalize the exact formulas and amounts in the coming months.

**Recommendation:**

The A&F Committee and staff recommend extending the Clipper START and Youth Fare discount pilot programs for an additional two years through June 30, 2025. The discount would remain at 20% through December 2023, and, pending future Board approval, increase to 50% starting in January 2024.

**Action Requested:**

The A&F Committee and staff request that the Board adopt Resolution No. 2023-040 approving a two-year extension of the Clipper START Program and Youth Fare Program through June 30, 2025.

**Attachments:**

Resolution No. 2023-040

**RESOLUTION NO. 2023-040**

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

\* \* \*

**APPROVING TWO YEAR EXTENSION OF THE CLIPPER START FARE PROGRAM AND  
YOUTH FARE PROGRAM**

**WHEREAS**, the County of Contra Costa, the Cities of Clayton, Concord, Lafayette, Martinez, Orinda, Pleasant Hill, San Ramon and Walnut Creek, and the Towns of Danville and Moraga (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 ("Service Area");

**WHEREAS**, the Metropolitan Transportation Commission ("MTC") is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code Section 66500 *et seq.*;

**WHEREAS**, on May 23, 2018, MTC adopted Resolution No. 4320, Revised, establishing a framework for a Regional Means-Based Transit Fare Pilot Program, currently known as the Clipper START Program, with participating operators, funding guidelines, and program conditions to guide implementation of the Clipper START Program for an 18-month period spanning Fiscal Years 2020-21 and 2021-22;

**WHEREAS**, on September 17, 2020, CCCTA's Board of Directors authorized staff to evaluate the effects of implementing the Clipper START Program, as well as an identical set of discounts for riders ages 6-18 ("Youth Fare");

**WHEREAS**, Federal Transit Administration ("FTA") Circular C 4702.1B, which implements Title VI of the Civil Rights Act of 1964 ("Title VI"), requires CCCTA to conduct an equity analysis ("Title VI Analysis") on fare changes to assess whether the changes have disproportionate burdens on low-income populations or disparate adverse impacts on minority populations;

**WHEREAS**, the Title VI Analysis of the Clipper START Program and Youth Fare Program presented to and approved by the CCCTA Board of Directors on November 14, 2020 found that neither of the proposed fare changes have a disparate impact on minority populations or a disproportionate burden on low-income populations;

**WHEREAS**, staff conducted two public meetings on October 14, 2020 and a public hearing on November 14, 2020, and the Board reviewed the Title VI Analysis, and considered the public input received and the financial implications of the proposed fare changes;

**WHEREAS**, on November 19, 2020, the Board of Directors approved implementation of the Clipper START Program and Youth Fare Program pursuant to Resolution No. 2021-014, and the programs were launched on January 25, 2021;

**WHEREAS**, the COVID-19 pandemic and subsequent shelter-in-place led to a major ridership decline for the Bay Area's transit agencies, resulting in low rider participation in the Clipper START

Program, and, as a result, MTC was unable to conduct the 12-month program evaluation called for in the Clipper START Program's framework;

**WHEREAS**, on June 23, 2021, MTC approved extension of the Clipper START Program for an additional 18 months under its current framework until June 30, 2023;

**WHEREAS**, on September 16, 2021, CCCTA's Board of Directors approved an 18 month extension of the Clipper START Program and Youth Fare Program pursuant to Resolution 2022-007;

**WHEREAS**, MTC has proposed extending the Clipper START Program for another two years, until June 30, 2025, to implement and assess strategies to improve the effectiveness of the program and increase participation;

**WHEREAS**, the Administration & Finance Committee recommends that the Board of Directors approve the two year extension of the Clipper START Program and Youth Fare Program through June 30, 2025.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Central Contra Costa Transit Authority:

1. Approves a two year extension of the Clipper START Program and Youth Fare Program through June 30, 2025; and
2. Authorizes the General Manager, or his designee, to take all actions necessary and proper to extend the Clipper START Program and Youth Fare Program for an additional two years, including, without limitation, execution of any applications and agreements with MTC; submission of documentation to the FTA, MTC, and other agencies as may be appropriate.

Regularly passed and adopted this 15th day of June, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Amy Worth, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** 06/07/2023

**From:** Amber Johnson, Chief Financial Officer

**Reviewed by:** WC.

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**SUBJECT: Adjustment to Non-Represented Administrative Employees Compensation**

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### **Background:**

County Connection employees consist of the following groups: Transit Operators, Transit Supervisors, Maintenance and Administrative staff. The Administrative employee group is the only non-represented group. The other three employee groups are all represented by a separate union with distinct Memorandums of Understanding (MOU).

### **Summary of Issues:**

It looks reasonably certain that for FY24 the Authority can prudently afford an increase for the non-represented employees.

The General Manager requests a 5% cost of living adjustment ("COLA") for all satisfactorily performing administrative employees effective July 1, 2023 (see Attachment 1). This is the same percentage increase included in all three of the recently negotiated MOUs for the represented employees.

The General Manager also requests a Merit Pool not to exceed \$50,000, to be allocated at the General Manager's discretion, to employees in Grade 10 and above who are not part of the step increase system and are meeting performance standards as assessed by their supervisors.

### **Financial Implications:**

The cost for the above requested increases will not exceed \$308,000 and is included in the proposed FY 2024 budget.

### **Recommendation:**

The A&F Committee and staff recommend a 5% cost of living adjustment and \$50,000 merit pool allocation, for a not to exceed total cost of \$308,000, effective July 1, 2023.

**Action Requested:**

The A&F Committee and staff request that the Board adopt Resolution No. 2023-042 approving adjustments to the salary ranges for administrative staff and establishing a merit pool for management employees.

**Attachments:**

Attachment 1: Proposed FY24 Pay Scale

Attachment 2: Resolution 2023-042

**PROPOSED PAY SCALE FY 2024**  
Annual Salary Amounts

GRADE	POSITION	STEPS									
		1 (MIN)	2	3	4	5	6	7	8	9 (MAX)	
<b>GRADE 13</b>											
	ASSISTANT GENERAL MANAGER ADMINISTRATION	171,359									230,448
	CHIEF OPERATING OFFICER	171,359									230,448
	CHIEF FINANCIAL OFFICER	171,359									230,448
<b>GRADE 12</b>											
	DIRECTOR OF TRANSPORTATION	111,085									214,891
	DIRECTOR OF HUMAN RESOURCES	111,085									214,891
	DIRECTOR OF PLANNING & MARKETING	111,085									214,891
	DIRECTOR OF MAINTENANCE	111,085									214,891
	DIRECTOR OF INFORMATION TECHNOLOGY	111,085									214,891
	DIRECTOR OF RECRUITMENT & EE DEV/DBE OFFICER	111,085									214,891
	DIRECTOR OF ADA & SPECIALIZED SERVICES	111,085									214,891
<b>GRADE 11</b>											
	MGR. OF ACCOUNTING	87,064									170,390
	MGR. OF TRAINING	87,064									170,390
	MGR. OF ACCESSIBLE SERVICE	87,064									170,390
	MGR. OF TRANSPORTATION	87,064									170,390
	MGR. OF PLANNING	87,064									170,390
	MGR. OF MARKETING AND COMMUNICATIONS	87,064									170,390
	MGR. OF MAINTENANCE	87,064									170,390
	MGR. OF PURCHASING AND GRANTS	87,064									170,390
	FACILITIES SUPERINTENDENT	87,064									170,390
	DEVELOPER	87,064									170,390
	SYSTEMS/NETWORK ADMINISTRATOR	87,064									170,390
<b>GRADE 10</b>											
	TRAINING COORDINATOR	80,133									108,933
	ASST. TO THE GM/CFO & BOARD CLERK	80,133									108,933
	CUSTOMER SERVICE & OUTREACH COORDINATOR	80,133									108,933
	PLANNER/COMMUNITY LIASON	80,133									108,933
	CHIEF SCHEDULER	80,133									108,933
	GRANTS ADMINISTRATOR	80,133									108,933
	BUYER	80,133									108,933
<b>GRADE 9</b>											
	ASST. FACILITIES SUPERINTENDENT	73,740	76,715	79,722	82,950	86,210	89,723	93,267	97,065		
	MAINTENANCE ASSISTANT	73,740	76,715	79,722	82,950	86,210	89,723	93,267	97,065		
	PLANNER/ASSISTANT SCHEDULER	73,740	76,715	79,722	82,950	86,210	89,723	93,267	97,065		
	TRANSPORTATION ASSISTANT	73,740	76,715	79,722	82,950	86,210	89,723	93,267	97,065		
	MAINTENANCE DATA ANALYST	73,740	76,715	79,722	82,950	86,210	89,723	93,267	97,065		
	MARKETING ASSISTANT	73,740	76,715	79,722	82,950	86,210	89,723	93,267	97,065		
	ACCOUNTING ANALYST	73,740	76,715	79,722	82,950	86,210	89,723	93,267	97,065		

**PROPOSED PAY SCALE FY 2024**  
Annual Salary Amounts

GRADE	POSITION	STEPS								
		1 (MIN)	2	3	4	5	6	7	8	9 (MAX)
<b>GRADE 8</b>										
	ACCOUNTING TECHNICIAN II	66,968	69,626	72,443	75,259	78,329	81,462	84,754	88,077	
	SERVICE SCHEDULER	66,968	69,626	72,443	75,259	78,329	81,462	84,754	88,077	
	HELP DESK & USER SUPPORT	66,968	69,626	72,443	75,259	78,329	81,462	84,754	88,077	
	HR SPECIALIST	66,968	69,626	72,443	75,259	78,329	81,462	84,754	88,077	
	SR. ACCOUNTING ASSISTANT	66,968	69,626	72,443	75,259	78,329	81,462	84,754	88,077	
	FACILITY SPECIALIST	66,968	69,626	72,443	75,259	78,329	81,462	84,754	88,077	
	SENIOR CUSTOMER SERVICE REP	66,968	69,626	72,443	75,259	78,329	81,462	84,754	88,077	
<b>GRADE 7</b>										
	DATA ANALYST	60,859	63,391	65,860	68,487	71,303	74,088	77,063	80,133	
	ASST. SCHEDULER	60,859	63,391	65,860	68,487	71,303	74,088	77,063	80,133	
	ACCOUNTING TECHNICIAN I	60,859	63,391	65,860	68,487	71,303	74,088	77,063	80,133	
	ADMIN ASST. III	60,859	63,391	65,860	68,487	71,303	74,088	77,063	80,133	
<b>GRADE 6</b>										
	CUSTOMER SERVICE REP	55,321	57,600	59,910	62,252	64,784	67,379	70,037	72,822	
	ADA SPECIALIST	55,321	57,600	59,910	62,252	64,784	67,379	70,037	72,822	
<b>GRADE 5</b>										
	LEAD CUSTODIAN	45,637	47,441	49,371	51,333	53,390	55,574	57,726	60,068	
<b>GRADE 4</b>										
	CUSTODIAN	41,522	43,168	44,877	46,744	48,580	50,542	52,536	54,656	

**RESOLUTION NO. 2023-042**

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

\* \* \*

**AUTHORIZING FY2024 ANNUAL ADJUSTMENT  
TO ADMINISTRATIVE STAFF SALARIES**

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, the General Manager has recommended an adjustment to the non-represented administrative staff and management salary ranges to reflect a 5% increase to be effective July 1, 2023, as set forth in Attachment 1, and the establishment of a merit pool of \$50,000 for management employees, to be distributed within the discretion of the General Manager; and

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

NOW, THEREFORE, BE IT RESOLVED that the CCCTA Board of Directors approves the adjustments to the salary ranges for administrative staff and management grades as set forth in the FY2024 Annual Pay Scale attached hereto and incorporated herein as Attachment 1, to be effective July 1, 2023;

BE IT FURTHER RESOLVED, that the Board of Directors approves the establishment of a merit pool in the amount of \$50,000 for management employees, to be distributed within the discretion of the General Manager.

Regularly passed and adopted this 15th day of June 2023 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
Amy Worth, Chair, Board of Directors

ATTEST:

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



**To:** Board of Directors

**Date:** 06/07/2023

**From:** Amber Johnson, Chief Financial Officer

**Reviewed by:** WC.

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**SUBJECT: Fiscal Year 2024 Proposed Budget and Forecast Update**

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### **Background:**

County Connection's Fiscal Year (FY) 2024 Operating and Capital Budget is presented to the Board of Directors for review, discussion, and approval. The draft budget was originally presented to the Administration & Finance Committee and approved by the Board in April so that staff could submit a Transportation Development Act (TDA) claim to the Metropolitan Transportation Commission (MTC). The final proposed budget document was presented to the Committee earlier this month, and the Committee recommended approval by the Board of Directors by adopting Resolution 2023-043 after a public hearing is conducted. The budget document is attached to this staff report and includes certain revisions from the prior version as detailed below.

The budget includes an Operating Budget, a Capital Budget, and a multiyear forecast of revenues and expenditures. In general, Staff have taken a conservative approach to forecasting while still presenting a budget that provides services to meet the needs of Central Contra Costa County transit riders.

### **Budget Summary:**

County Connection's draft budget for July 1, 2023 to June 30, 2024 (Fiscal Year 2024) proposes \$49.7 million in operational expenses for fixed route and paratransit services with revenues to offset these costs. An additional \$6.5 million is proposed in capital expenditures and associated revenue in the budget year.

The proposed FY 2024 budget is based on a continued projected recovery of fixed route and paratransit services post-pandemic. While federal stimulus funds provided much-needed relief from the worst of the financial impacts of the pandemic, changing travel patterns and work from home trends have made a lasting impact to the way transit is utilized in the community and the larger region. State and local revenues have recovered significantly; however, many are not expected to meet pre-pandemic projections. Even as reliable revenue streams return, it is important to remember that the Authority lost a couple years of revenue growth during the pandemic while contractual and inflationary factors that drive expense growth saw significant increases.

The operating expense budget of \$49.7 million is a 5 percent increase over the FY 2023 budget and allows for fixed route service to continue at existing levels, with an optimistic assumption that vacant operator positions will be filled during the fiscal year. The capital budget of \$6.5 million includes significant multi-year facility upgrade plans, funded by TDA capital.

**Table 1: Budget Summary**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Budget</b>	<b>FY 2023 Estimated Actuals</b>	<b>FY 2024 Proposed Budget</b>	<b>% Over/Under Prior Year Budget</b>
<b>County Connection</b>					
<b>CENTRAL CONTRA COSTA TRANSIT AUTHORITY</b>					
<b>FY 2024 BUDGET SUMMARY</b>					
<hr/>					
Operations					
Fixed Route	\$ 31,747,880	\$ 37,716,799	\$ 35,635,199	\$ 40,208,222	6.6%
Paratransit	\$ 7,568,371	\$ 9,598,695	\$ 9,463,602	\$ 9,469,667	-1.3%
Subtotal	\$ 39,316,251	\$ 47,315,494	\$ 45,098,801	\$ 49,677,889	5.0%
<hr/>					
Capital					
Fixed Route	\$ 250,000	\$ 28,068,000	\$ 28,068,000	\$ 6,511,000	-76.8%
Paratransit	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	-100.0%
Subtotal	\$ 250,000	\$ 29,568,000	\$ 29,568,000	\$ 6,511,000	-78.0%
<hr/>					
Grand Total	\$ 39,566,251	\$ 76,883,494	\$ 74,666,801	\$ 56,188,889	-24.7%
<hr/>					

The budget document attached to this report provides additional information and trends for the fixed route and paratransit operations budget and associated revenue.

**Final Budget Compared to Draft Budget:**

The proposed final budget for FY 2024 includes the following changes from the draft version:

- Increased Measure J revenue by \$471,340 in recognition of FY 2022 reconciliation to be distributed with the FY 2024 allocation.
- Increase diesel fuel expenditure by \$200,000 and gasoline expenditure by \$6,000 based on current trends for fuel prices in today’s markets.
- Shift certain capital expenditures to operating expenditures - \$50,000 in office furniture and \$95,000 in IT equipment – due to an internal procedure change in capitalization thresholds.
- Decreased TDA operating revenue utilization by \$120,340 and capital revenue utilization by \$145,000 as a result of the above adjustments.

**Financial Implications:**

Implementing these changes to the final adopted budget would result in an increase of \$206,000 in expenditures and revenues, bringing the total expenditure authority from \$55,982,889 to \$56,188,889.

**Recommendation:**

The Administration and Finance Committee and staff recommend approval of the proposed FY 2024 Operating and Capital Budget.


**Action Requested:**

The Administration and Finance Committee and staff request that the Board of Directors approve adoption of the FY 2024 Budget Resolution 2023-043 following a public hearing.

**Attachments:**

Attachment 1: Proposed FY 2024 Operating and Capital Budget

Attachment 2: Resolution No. 2023-043



**FY23/24**  
**OPERATING**  
**+ CAPITAL**  
**BUDGET**

*County Connection*

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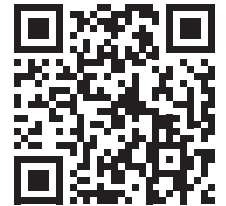
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# COUNTY CONNECTION OVERVIEW

The Central Contra Costa Transit Authority (the “Authority” or “County Connection”) is a public transit agency operating fixed-route bus and ADA paratransit (County Connection LINK) service in and around Central Contra Costa County in the San Francisco Bay Area. County Connection is a Joint Powers Authority (JPA) formed in 1980, with one member of each jurisdiction comprising its 11-member Board of Directors. The jurisdictions that make up County Connection are the cities of Clayton, Concord, Lafayette, Martinez, Orinda, Pleasant Hill, San Ramon, Walnut Creek; the towns of Danville and Moraga; and certain unincorporated areas of Central Contra Costa County.

County Connection serves a dynamic and diverse modern suburban area that is spread out over a wide geographic area. County Connection patrons are economically diverse, and often transit dependent. Without County Connection services, many central Contra Costa County residents would have no transportation available for work, school, medical appointments or to take advantage of recreational opportunities. More information about County Connection can be found at [www.countyconnection.com](http://www.countyconnection.com).



## County Connection Service Profile

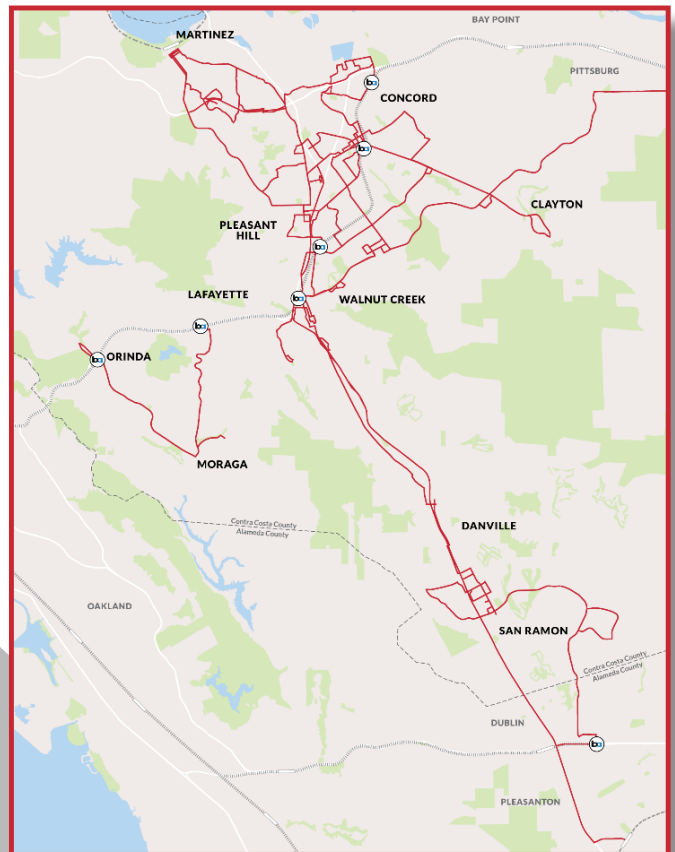
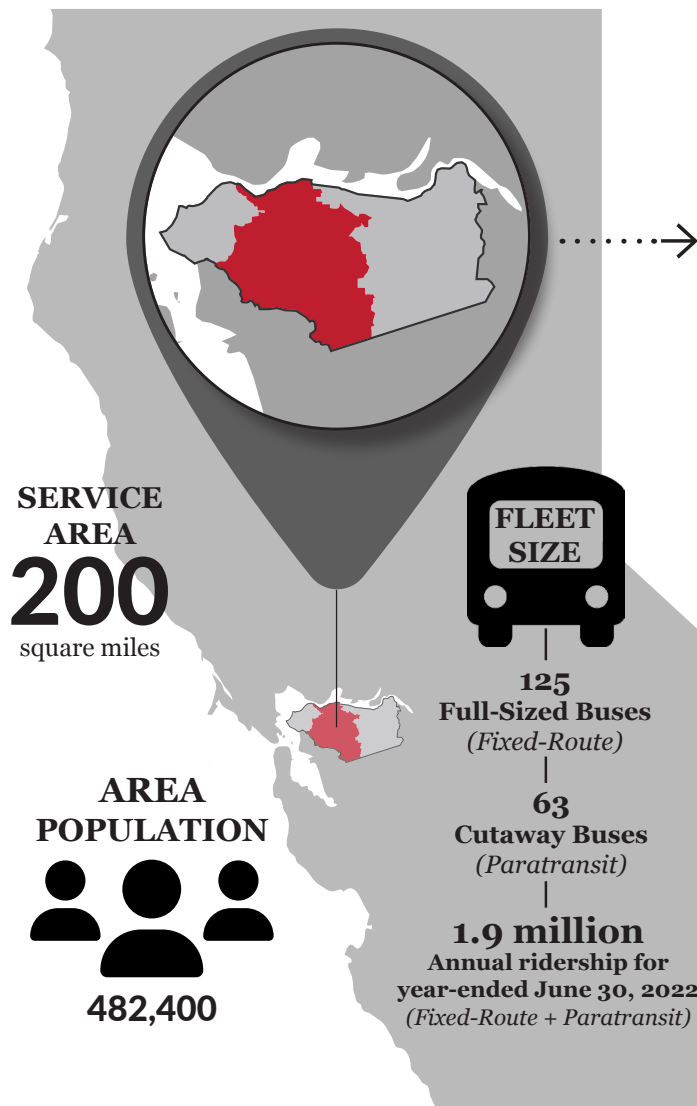


Figure 1: Service Area Map

# BUDGET SUMMARY

The FY 2024 Budget proposes \$49.7 million in operating expenses for fixed route and paratransit services with revenues to offset these costs. An additional \$6.5 million is proposed in capital expenditures and associated revenue in the budget year. County Connection’s main revenue source is Transportation Development Act (TDA) 4.0 funds from the Metropolitan Transportation Commission (MTC). The budget proposes using \$27 million in TDA funds, which is \$2.3 million more than the \$24.8 million that MTC estimates will be allocated. The excess \$2.3 million will be drawn from the Authority’s TDA reserves and includes \$6.5 million being utilized in the capital program. At the end of FY 2024, the Authority’s TDA reserve is projected to be \$34.5 million.

**Table 1: Budget Summary**

**COUNTY CONNECTION  
Central Contra Costa Transit Authority  
FY 2024 Budget Summary**

	FY 2022 Actuals	FY 2023 Budget	FY 2023 Estimated Actuals	FY 2024 Proposed Budget	% Over/Under Prior Year Budget
<b>Operating</b>					
Fixed Route	\$ 31,747,880	\$ 37,716,799	\$ 35,635,199	\$ 40,208,222	6.6%
Paratransit	\$ 7,568,371	\$ 9,598,695	\$ 9,463,602	\$ 9,469,667	-1.3%
<b>Subtotal</b>	<b>\$ 39,316,251</b>	<b>\$ 47,315,494</b>	<b>\$ 45,098,801</b>	<b>\$ 49,677,889</b>	<b>5.0%</b>
<b>Capital</b>					
Fixed Route	\$ 250,000	\$ 28,068,000	\$ 28,068,000	\$ 6,511,000	-76.8%
Paratransit	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	-100.0%
<b>Subtotal</b>	<b>\$ 250,000</b>	<b>\$ 29,568,000</b>	<b>\$ 29,568,000</b>	<b>\$ 6,511,000</b>	<b>-78.0%</b>
<b>Grand Total</b>	<b>\$ 39,566,251</b>	<b>\$ 76,883,494</b>	<b>\$ 74,666,801</b>	<b>\$ 56,188,889</b>	<b>-24.7%</b>



## COVID-19 Impacts

It has been three years since the COVID-19 pandemic resulted in shelter-in-place orders across the nation and world. The State of California ended its state of emergency orders on February 28, 2023, and the United States Government similarly ended its national emergency orders on May 11, 2023. With the worst of the COVID-19 crisis in the past, many residents of Contra Costa County have resumed their daily activities free from the restrictions in place during the pandemic. However, commute patterns post-pandemic have seen significant changes, with many commuters now exercising the option to telecommute. County Connection routes are tracking continued steady ridership growth post-pandemic, with essential workers and student riders returning to the system more quickly than commute riders.

One-time federal stimulus funding, combined with a 13% reduction to service hours in October 2020, allowed the Authority to ensure continuity of transit services and preservation of jobs throughout the pandemic. Fortunately, the financial uncertainties resulting from the COVID-19 pandemic have diminished considerably. However, the loss of fare revenue growth combined with historic inflationary pressures continues to put pressure on the overall fiscal health of the Authority.

**Table 2: COVID Revenue Impacts**

Revenue Source	Growth Factor*	10-year Projection (FY20 - FY29)		
		Pre-COVID Projection	Post-COVID Actuals & Projection	Calculated Revenue Gain/(Loss)
Fares	0.52%	53,682,320	29,891,793	(23,790,527)
Advertising	1.30%	6,644,029	3,246,982	(3,397,047)
Federal Relief Funds	N/A	-	25,765,000	25,765,000
<b>TOTAL</b>		<b>60,326,349</b>	<b>58,903,774</b>	<b>(1,422,574)</b>

\*Calculated using historical average of 5 years pre-pandemic



# OPERATING REVENUES

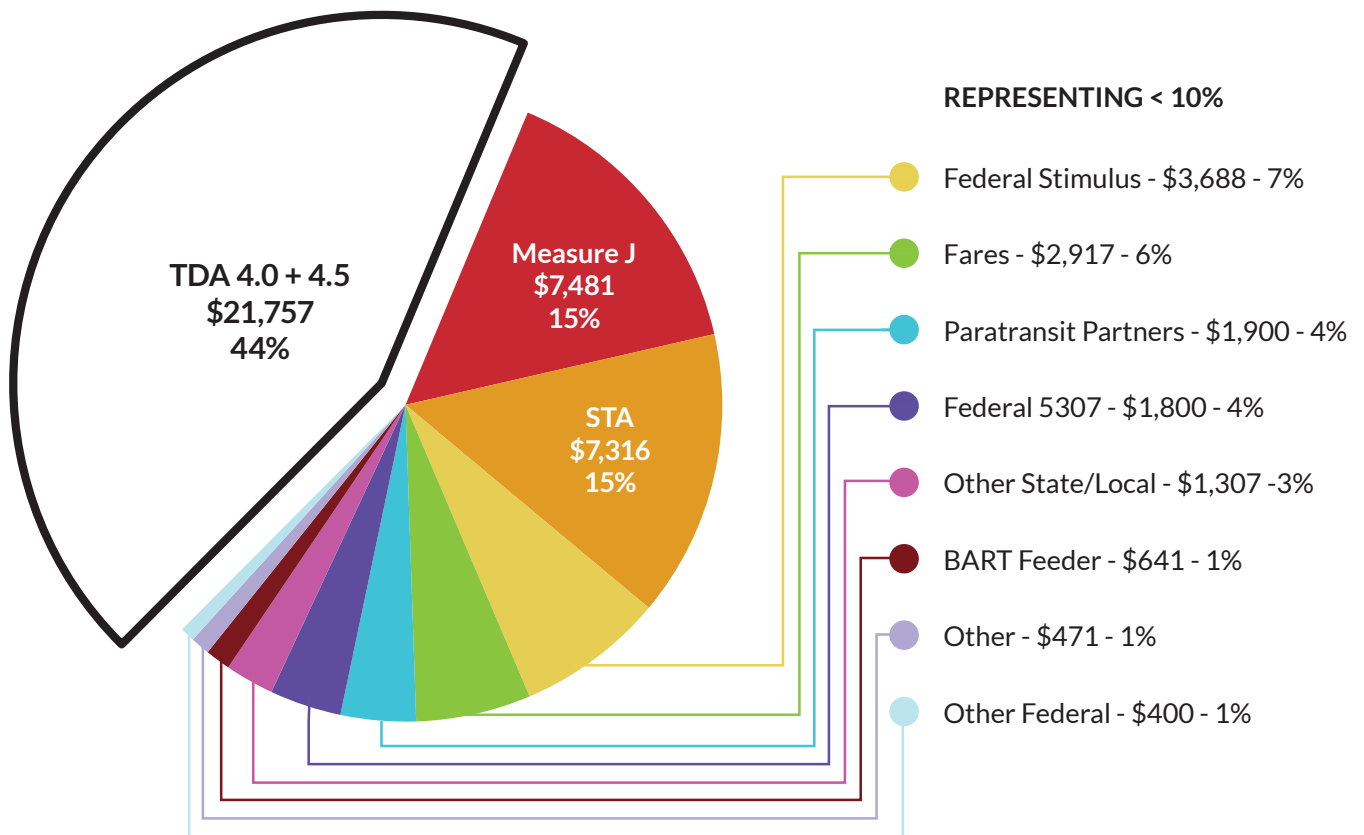
County Connection relies on a mixed portfolio of revenue sources. TDA provides the majority of the Authority’s operating funds. The primary revenue sources for County Connection operations are:

- Transportation Development Act (TDA)
- Measure J
- State Transit Assistance (STA)
- Federal operating and stimulus funds
- Passenger fares

To develop revenue projections for the FY 2024 budget, staff referred to the Metropolitan Transportation Commission (MTC) revenue projections for STA and TDA, used Contra Costa Transportation Authority (CCTA) estimates for Measure J, and applied conservative projections to federal operating funds and passenger fares.

**Chart 1: Operating Revenues**

**FY 2024 Fixed Route & Paratransit  
Operating Revenues - \$49.7 Million**  
\$ In Thousands



## Fares

Prior to COVID-19, fare revenue was projected to exceed the FY 2020 budget of \$3 million due to a combination of fare increases in March 2019, more efficient routes, and Low Carbon Transit Operations Program (LCTOP) grant funding to subsidize free fares in the Monument Corridor. Actual fare revenue dropped to \$940 thousand in FY 2021 but has rebound with \$2 million collected in FY 2022 and an estimated \$2.1 to be collected in FY 2023. The budget anticipates continued growth in ridership, with fare revenues modeled to reach 70% of pre-pandemic levels by FY 2027.

## Special Services

Special services revenue represents agreements with various agencies such as BART (bus bridges), the City of Walnut Creek, St. Mary's, and others to provide transit services for agreed upon amounts. Revenues from agreements that were not renewed during the pandemic have begun to be replaced by youth pass subsidies and returning bus bridge revenues, bringing increased stability to this revenue source.

## Advertising Revenue

In October 2020, the Board approved an amendment with the advertising vendor since they were also financially hit due to COVID-19. The amendment waived the minimum annual guarantee (MAG) provision and established a new baseline share of 55% of revenue collected by the vendor. Fortunately, advertising revenue is back on solid footing with the MAG provision re-instated in the latest contract amendment with the advertising vendor.

## State Transit Assistance (STA)

State Transit Assistance Funds (STA) funds are collected from the sales tax on diesel fuel. In FY 2018, Senate Bill 1 (SB1) increased the state gas tax to restore state transit funds back to historic levels. The State Controller follows a statutory allocation method to distribute funds to transit operators. In accordance with the statute, STA funding is split 50% based on (a) locally generated revenue expended on transit operations (revenue based) and 50% based on (b) the population of the County (population based). A stronger than expected economy led to robust diesel consumption growth through the pandemic, and diesel sales tax remains stable across the state. The current fund estimate from MTC projects that County Connection will receive \$7 million in total STA funds in FY 2024; the budget presents a more conservative estimate of \$6.3 million in STA funds.

In FY 2019, MTC converted the STA population-based funds from a formula-based allocation to a County Block Grant that is administered by the local Congestion Management Agency (CMA), Contra Costa Transportation Authority (CCTA). Under the County Block Grant, 60% of block funds are guaranteed to small operators, including County Connection. The remaining 40% is subject to CCTA's process for allocation and is commonly referred to as "non-guaranteed". The non-guaranteed amount for FY 2024 is approximately \$2 million. Changes to the allocation of these non-guaranteed funds could have a lasting impact on the ability of County Connection to provide services in the future.

## Measure J - Contra Costa Transportation Authority (CCTA)

Measure J is a 1/2 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. CCTA projects that sales tax will remain flat in FY 2024 as compared to FY 2023, at roughly \$112 million in Measure J revenue for the county as a whole. In addition to the revenues projected for FY 2023-24, the allocation under consideration by CCTA includes a reconciliation amount of approximately \$800 thousand from FY 2021-22. Actual revenues in that year were higher than projected at the time so the additional program revenue is being allocated in FY 2023-24 in accordance with CCTA policy for that fiscal year. CCTA's recently adopted policy to hold actual Measure J revenues above mid-year budget allocations in a reserve will apply in the FY 2024-25 allocation. Therefore, staff is projecting a one-time increase to FY 2024 Measure J revenue, estimating receipt of \$7.5 million and decreasing to \$7 million in the following year's projection.

## Transportation Development Act (TDA) Articles 4.0 and 4.5

Similar to Measure J local sales tax revenue, Transportation Development Act (TDA) funding is also generated from sales tax and has remained stable during and post-pandemic. TDA revenue is a ¼ cent state sales tax to finance transportation programs and projects. TDA revenue is not accrual based – it is based on actual cash receipts in the fiscal year.

TDA Article 4.0 funding is utilized on both fixed-route and paratransit expenses, while TDA Article 4.5 funding is limited to usage on specialized transportation services only, such as paratransit.

Current MTC estimates project that County Connection will be allocated \$24.8 million in TDA 4.0 funding in FY 2024. TDA 4.0 revenue is the Authority's revenue of last resort. Any unused TDA revenue allocation is held by MTC and made available in future years. The budget proposes the use of \$20.6 million in TDA operating and \$6.5 million in TDA capital funds, which is \$2.3 million more than the MTC estimate of \$24.8 million, with the difference drawing upon past reserves.

MTC estimates that County Connection will receive \$1.2 million in TDA 4.5 revenue, which will be utilized solely on paratransit services.

## Federal Relief Funds

County Connection has received timely and significant federal funding for transit operations. The federal government passed three relief bills that provided one-time funding for transit operators. These bills were the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the Coronavirus Response and Relief Supplemental Appropriation Act of 2021 (CRRSAA), and the American Rescue Plan (ARP) Act of 2021. The funding has been made available to support capital, operating and other expenses generally eligible under those programs to prevent, prepare for, and respond to COVID-19. The Federal Transit Administration (FTA) allocated the formula funding to regions and states through the Section 5307 program.

The Metropolitan Transportation Commission (MTC) is the recipient of Section 5307 funds for the Bay Area. MTC worked quickly with all Bay Area transit agencies to develop a sub-allocation of the region's funding that reflects the initial needs of the transit agencies during this crisis and focused on restoring revenue losses for all operators.

County Connection utilized all \$11.8 million in CARES Act funding in fiscal years 2020, 2021 and 2022, and all \$10.3 million in ARP Act funding in fiscal years 2022 and 2023. All \$3.7 million in allocated CRRSAA funding is projected to be utilized during fiscal year 2024.

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<sup>1</sup>Due to certain limitations, County Connection was not eligible to receive CRRSAA funding directly, so a funding swap with Federal Transit Administration (FTA) Section 5307 funds was implemented by MTC.

**Table 3: Federal Relief Funds**

<b>Federal Relief Bill</b>	<b>County Connection Allocation (in thousands)</b>	<b>Expenditure Year</b>
Coronavirus Aid, Relief, and Economic Security (CARES) Act	\$ 11,813	FY 2020, FY 2021, FY 2022
American Rescue Plan Act of 2021 (ARP)	\$ 10,264	FY 2022, 2023
Coronavirus Response and Relief Supplemental Appropriation Act of 2021 (CRRSAA)	\$ 3,688	FY 2024
<b>Total</b>	<b>\$ 25,765</b>	

## Low Carbon Transit Operations Program (LCTOP)

The Low Carbon Transit Operations Program (LCTOP) provides cap-and-trade funding for transit to reduce greenhouse gas (GHG) emissions and improve mobility, with a priority on serving disadvantaged communities (DACs). The Board of Directors has approved the utilization of these funds on service within DACs in the County Connection service area, plus fare subsidies on routes serving the Monument Corridor.

## BART Express Funds

A 1997 agreement between BART and four East Bay bus operators (County Connection, LAVTA, Tri-Delta, and WestCAT) established a funding mechanism for BART to support feeder bus operators using BART's STA Revenue-Based and TDA sales tax funds. Initial payment amounts were established by transition agreements, and subsequent payments over the last 25 years have been calculated based on changes to AB 1107 1/2-cent sales tax revenues. Due to the critical budgetary issues faced by BART, discussions between BART, MTC, county transportation agencies, and the four East Bay bus operators regarding these funding arrangements took place over the past year in an effort to partner with BART on temporary fiscal relief. These discussions have resulted in a temporary decrease to this revenue source from \$864 thousand to \$734 thousand in FY 2023, and a further reduction to \$640 thousand in FY 2024. Discussions related to the future structure of these agreements between BART and the operators are ongoing.

## FTA 5307 ADA Paratransit Operating Funds

Federal funds are made available to transit operators for ADA Paratransit operations under the Section 5307 Urbanized Area Formula Program. MTC is the designated recipient of FTA Section 5307 formula funds in the Concord urbanized area, and determines the allocation of these funds among area operators.

## Fees From Partner Agencies – LAVTA and One Seat

Fees from partner agencies are collected to offset the cost of managing shared paratransit and One Seat program expenses. Additional detail about these programs is provided in the expenses section of the budget document.

**Table 4: Operating Revenues**

**COUNTY CONNECTION**  
**Central Contra Costa Transit Authority**  
**FY 2024 Proposed Budget - Operating Revenues**

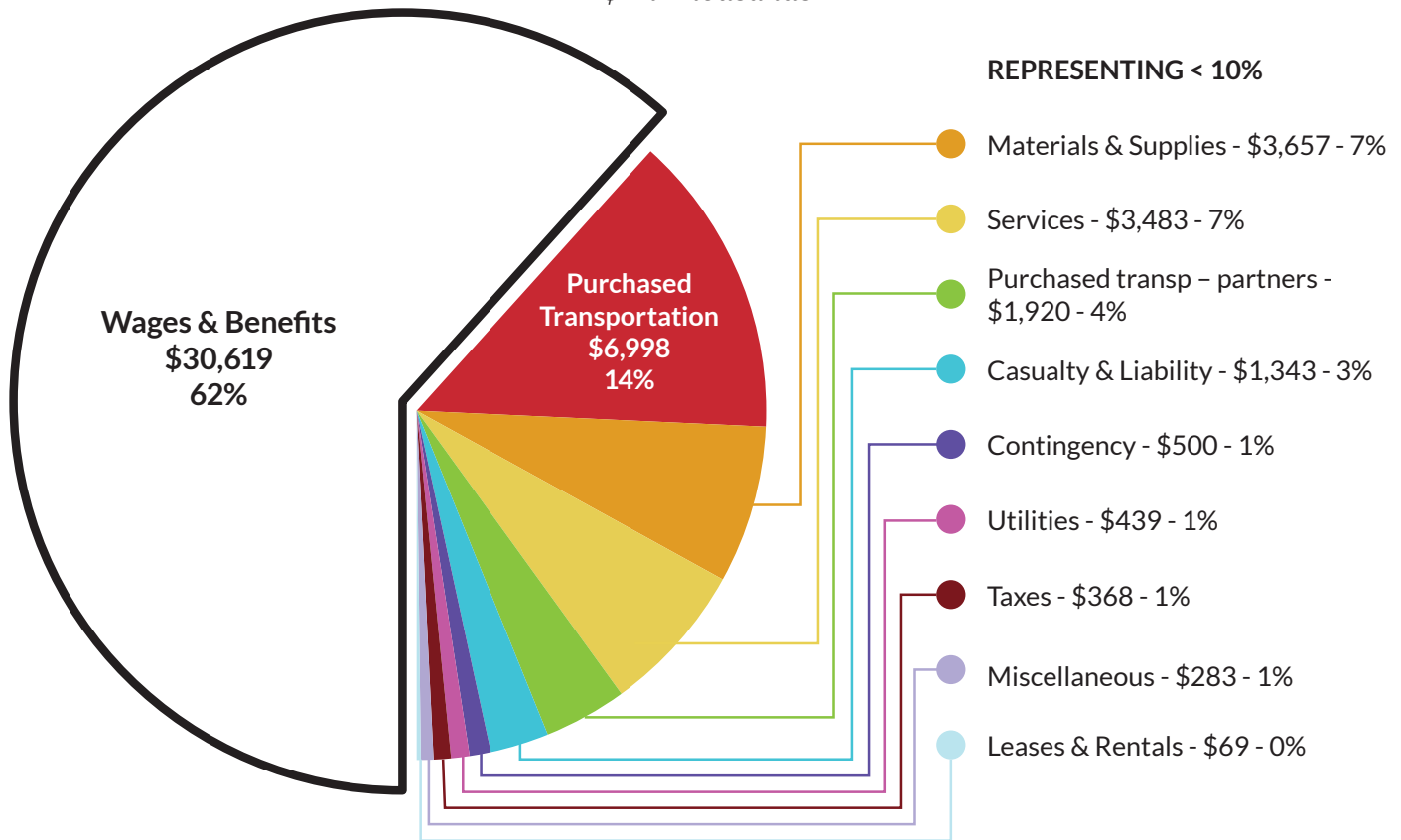
Category	FY 2022 Actual	FY 2023 Budget	FY 2023 Estimated Actual	FY 2024 Proposed Budget	% change from FY 2023 Budget
<b>Fixed Route</b>					
Fare revenue	\$ 1,936,353	\$ 1,735,000	\$ 1,690,500	\$ 1,961,000	13.0%
Special service revenue	499,941	491,014	728,945	586,014	19.3%
<b>Total Fare Revenue</b>	<b>2,436,294</b>	<b>2,226,014</b>	<b>2,419,445</b>	<b>2,547,014</b>	<b>14.4%</b>
Advertising revenue	292,311	300,000	200,000	340,000	13.3%
Non-Operating rev	(76,505)	100,100	368,603	131,200	31.1%
STA Population and Revenue Measure J	3,896,268	4,778,335	4,778,335	6,275,000	31.3%
TDA 4.0	5,452,610	5,237,111	5,237,111	5,708,451	9.0%
Federal Stimulus Funds	10,852,550	17,333,307	14,215,934	19,420,757	12.0%
Other Federal Grants	7,468,956	5,875,630	6,410,890	3,688,000	-37.2%
Low Carbon Transit Ops Prog	-	-	-	400,000	--
BART Express Funds	215,584	600,000	600,000	600,000	0.0%
Other State Grants	891,994	864,033	734,428	640,531	-25.9%
Dougherty Valley Dev Fees	152,319	134,731	134,731	134,731	0.0%
Other Local Grants/Contributions	123,171	150,000	355,950	200,000	33.3%
RM 2/Other- Express	9,053	-	89,510	5,000	--
<b>Total Other Revenue</b>	<b>29,311,585</b>	<b>35,490,785</b>	<b>33,215,754</b>	<b>37,661,208</b>	<b>6.1%</b>
<b>Subtotal Fixed Route Revenue</b>	<b>31,747,880</b>	<b>37,716,799</b>	<b>35,635,199</b>	<b>40,208,222</b>	<b>6.6%</b>
<b>Paratransit</b>					
Fare revenue	\$ 107,206	\$ 98,181	\$ 395,782	\$ 350,000	256.5%
Fare revenue - LAVTA	17,576	-	22,358	20,000	--
<b>Total Fare Revenue</b>	<b>124,782</b>	<b>98,181</b>	<b>418,140</b>	<b>370,000</b>	<b>276.9%</b>
Special service - One Seat Ride	156,727	162,906	677,493	600,000	268.3%
LAVTA Fees	1,120,095	1,770,634	1,281,423	1,300,000	-26.6%
FTA Section 5307	1,773,849	1,800,000	1,800,000	1,800,000	0.0%
Federal Stimulus Funds	4,743	-	-	-	--
TDA 4.5	1,211,358	1,332,243	1,332,243	1,161,778	-12.8%
TDA 4.0	390,187	1,692,514	1,229,519	1,174,486	-30.6%
Measure J	1,965,710	1,772,258	1,772,258	1,772,258	0.0%
STA Paratransit & Rev based	612,000	745,694	745,694	1,041,145	39.6%
BART ADA Service/Other	208,920	224,265	206,832	250,000	11.5%
<b>Total Other Revenue</b>	<b>7,443,589</b>	<b>9,500,514</b>	<b>9,045,462</b>	<b>9,099,667</b>	<b>-4.2%</b>
<b>Subtotal Paratransit Revenue</b>	<b>7,568,371</b>	<b>9,598,695</b>	<b>9,463,602</b>	<b>9,469,667</b>	<b>-1.3%</b>
<b>Total Revenue</b>	<b>39,316,251</b>	<b>47,315,494</b>	<b>45,098,801</b>	<b>49,677,889</b>	<b>5.0%</b>

# OPERATING EXPENSES

The budget assumes that ridership will continue to improve, and that recruitment efforts to fill vacant operator positions will continue to be successful, resulting in an overall increase in operating expenses as compared to the current year.

**Chart 2: Operating Expenses**

**FY 2024 Fixed Route & Paratransit  
Operating Expenses - \$49.7 Million**  
\$ In Thousands



Major expenditure categories are discussed in greater detail below, and pages 19 to 32 of this report provide operating expense detail by general ledger account.

## Wages and Benefits

Wages and benefits are the Authority’s largest expense. Even before the pandemic, the tight labor market was putting stress on transit operators, making it difficult to attract and retain qualified bus operators and mechanics. These challenges were only exacerbated by the pandemic. The Authority has made changes to its pay scale for operators in response to these challenges, resulting in a more competitive compensation package, and marked improvement to the retention of transit operators. Turnover rates of County Connection operators have improved from 10% in 2021 to 3% in 2023 (to date). Memorandums of Understanding (MOUs) were successfully negotiated with all three of the represented bargaining groups in FY 2023 for three-year terms. The financial impacts to the terms of these agreements are represented in the budget and forecast. The budget and forecast assume all vacancies will be filled during the fiscal year. Refer to page 15 of this report for a detailed breakdown of staffing allocations by full-time equivalent (FTE).

## Pensions

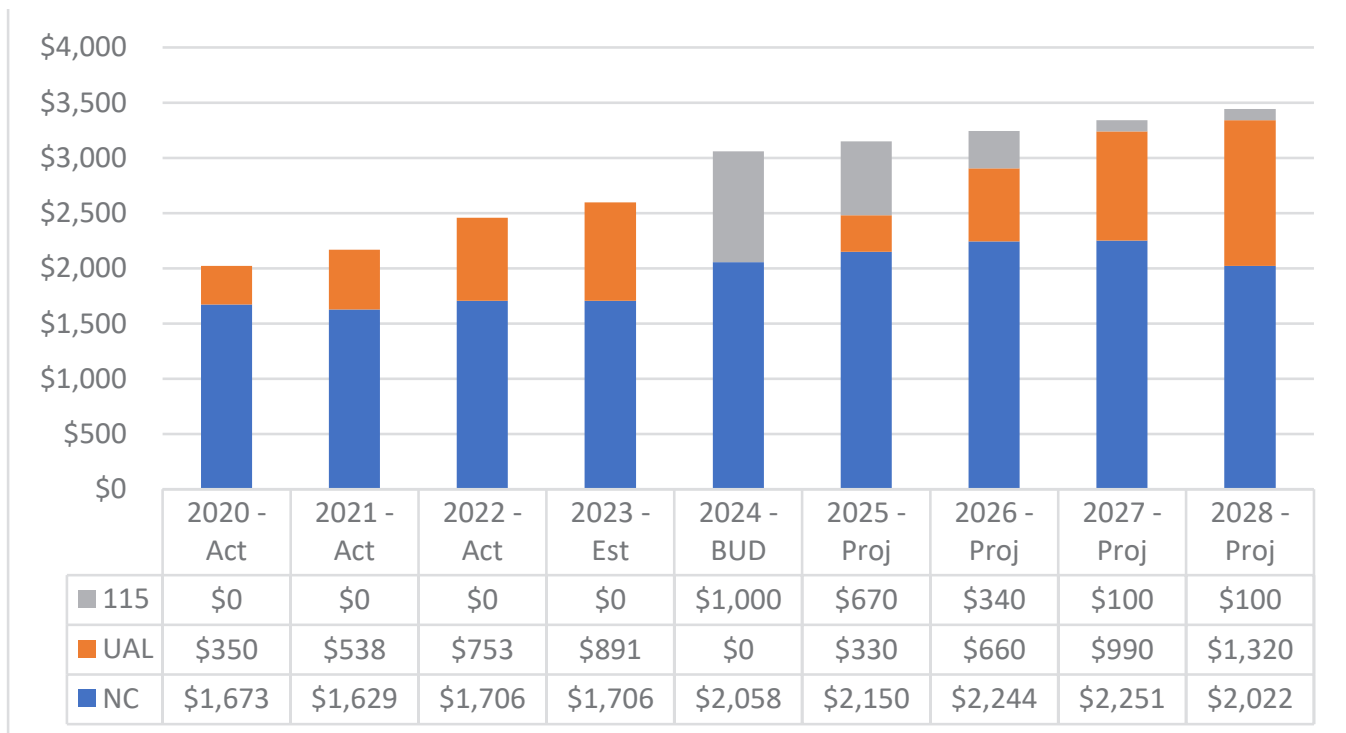
County Connection contracts with the California Public Employees’ Retirement System (CalPERS) for its employee defined-benefit pension plans. The Authority is statutorily required to pay the Annual Required Contribution (ARC) to CalPERS. The ARC comprises two elements; the Normal Cost (NC), which is the annual cost of service accrual, and the Unfunded Accrued Liability (UAL) payment, which represents the catch-up portion of costs. CalPERS calculates the NC and the UAL based on a 6.8% discount rate, which was reduced from 7.0% with the latest valuation, and mirrors its 6.8% expected return on plan assets. In FY 2023, the Authority also opened a 115 trust for pensions to begin setting aside additional pension funds.

CalPERS earned an unusually high return on investment in the year ended June 30, 2021, resulting in the County Connection plan to be 100% funded and no UAL payment required in FY 2024. Since a \$1 million UAL was planned for FY 2024 in the FY 2023 budget, the board authorized this \$1 million to be redirected to the newly created pension 115 trust.

A loss on investment reported by CalPERS in the year ended June 30, 2022 will likely result in a return to UAL payments. This information will be made available in July 2023 when the plan valuation reports are released. The budget forecast assumes continued 115 trust contributions and UAL payments in alignment with the prior year forecasts and will continue to be adjusted to maximize diversification of pension assets and continued stability in pensions promised to both retired and current Authority employees.

**Chart 3: CalPERS Pension Costs**

**Pension Costs**  
\$ In Thousands



## Services

Expenses in the services category include legal fees, service repair, promotions, and on-call planning contracts. The primary driver of the increase in this category compared to the FY 2023 budget is the award of grant-funded on-call planning contract.

## Materials and Supplies

The largest expense in the materials and supplies category is diesel fuel. Diesel prices are extraordinarily volatile in today's market. The budget includes conservative but realistic assumptions for pricing in the coming year. This category also contains expenditures for furniture and equipment that was previously budgeted to capital expenditures but are now being expensed in the year of purchase due to the low dollar value of these acquisitions.

## Casualty and Liability

General liability premiums and workers compensation rates are estimated to grow by 15% in FY 2024 due to the volatility of the insurance market. A 5% escalator is used in the forecast beyond FY 2024.

## Purchased Transportation

Purchased transportation for paratransit services is the Authority's second largest expense. Transdev was awarded a new contract to operate and manage paratransit services following a competitive proposal process in 2022. Paratransit demand is returning at a slower pace than fixed route demand, resulting in modest savings in this budget category. The FY 2024 expense is based on current ridership models and the new contract terms that went into effect July 1, 2022.

## Purchased Transportation – Partner Agencies

In 2022 the Authority partnered with Livermore Amador Valley Transit Authority (LAVTA) on a pilot shared services contract to serve riders in the regions of both agencies with collaborative and efficient service delivery. In addition, the "One Seat" ride paratransit pilot with adjacent operators proved to be a successful service delivery model, resulting in cost savings and an enhanced rider experience. Therefore, each of these shared services will continue under the new contract for paratransit services in the coming year. These costs are budgeted, but do not impact County Connection's bottom line since they are reimbursed in full by the partner agencies.





**Table 5: Operating Expenditures**

**COUNTY CONNECTION**  
**Central Contra Costa Transit Authority**  
**FY 2024 Proposed Budget - Operating Expenditures**

Category	FY 2022 Actual	FY 2023 Budget	FY 2023 Estimated Actual	FY 2024 Proposed Budget	% change from FY 2023 Budget
<b>Fixed Route</b>					
Wages	\$ 13,874,208	\$ 15,587,804	\$ 15,361,003	\$ 16,525,369	6.0%
Fringe benefits	10,493,340	12,727,405	11,562,820	13,542,777	6.4%
<b>Total Wages and benefits</b>	<b>24,367,547</b>	<b>28,315,209</b>	<b>26,923,823</b>	<b>30,068,145</b>	<b>6.2%</b>
Services	2,041,219	2,669,800	2,260,373	3,373,880	26.4%
Materials and supplies	3,342,563	3,912,400	3,643,368	3,652,900	-6.6%
Utilities	347,677	344,500	325,748	382,000	10.9%
Casualty and liability	788,059	1,152,375	1,152,375	1,325,231	15.0%
Taxes	415,987	300,015	368,741	368,015	22.7%
Leases and rentals	57,332	60,000	57,167	68,500	14.2%
Miscellaneous	161,652	237,500	729,010	263,000	10.7%
Purchased transportation	225,844	225,000	174,594	206,551	-8.2%
<b>Total Other Expenses (non-wages)</b>	<b>7,380,333</b>	<b>8,901,590</b>	<b>8,711,376</b>	<b>9,640,077</b>	<b>8.3%</b>
Contingency	-	500,000		500,000	0.0%
<b>Total Fixed Route Expenses</b>	<b>31,747,880</b>	<b>37,716,799</b>	<b>35,635,199</b>	<b>40,208,222</b>	<b>6.6%</b>
<b>Paratransit</b>					
Wages	294,077	286,622	300,637	319,835	11.6%
Fringe benefits	154,571	131,743	197,162	230,831	75.2%
<b>Total Wages and benefits</b>	<b>448,648</b>	<b>418,365</b>	<b>497,799</b>	<b>550,667</b>	<b>31.6%</b>
Services	89,597	96,000	105,761	109,000	13.5%
Materials and supplies	586	4,000	2,000	4,000	0.0%
Utilities	41,390	39,000	41,561	57,000	46.2%
Liability	13,974	16,905	16,905	18,000	6.5%
Miscellaneous	18,516	20,000	8,957	20,000	0.0%
Purchased transportation	5,650,873	7,052,906	6,809,345	6,791,000	-3.7%
Purchased transp - for partners	1,304,787	1,951,519	1,981,275	1,920,000	-1.6%
<b>Total Other Expenses (non-wages)</b>	<b>7,119,723</b>	<b>9,180,330</b>	<b>8,965,803</b>	<b>8,919,000</b>	<b>-2.8%</b>
<b>Subtotal Paratransit Expenses</b>	<b>7,568,371</b>	<b>9,598,695</b>	<b>9,463,602</b>	<b>9,469,667</b>	<b>-1.3%</b>
<b>Total Expenses</b>	<b>39,316,251</b>	<b>47,315,494</b>	<b>45,098,801</b>	<b>49,677,889</b>	<b>5.0%</b>

## Capital Expenditures

Several necessary facility maintenance and modernization projects are included in the budget and forecast. Major project additions include a fuel tank replacement, replacement of the five hydraulic lifts in the maintenance facility, concrete pad repairs, expansion of the upper parking lot, and necessary elevator improvements in both buildings. These projects are expected to take place during the next few years and will be funded with TDA capital funds.

In addition, the capital program includes projected costs to convert the Authority’s fleet to a zero-emission bus (ZEB) mixed fleet of electric and fuel cell buses, including infrastructure costs, per the adopted ZEB Rollout Plan. It is anticipated that the Authority can utilize 80% federal funding for the bus procurements, and FHWA funding for the infrastructure costs, with local TDA funds to meet the matching requirements. The budget forecast reflects this funding scenario.

**Table 6: Capital Program – Budget Year**

**COUNTY CONNECTION**  
**Central Contra Costa Transit Authority**  
**FY 2024 Capital Program-Budget Year**  
*\$ In Thousands*

Capital Category	Funding Source		
	Federal 5307	MTC TDA	Total
Non Revenue Fleet	\$ -	\$ 126	\$ 126
Revenue Fleet	-	-	-
Facility Maintenance and Modernization	-	4,480	4,480
Street Amenities	-	1,550	1,550
Information Technology	-	55	55
Maintenance Equipment & Tools	-	250	250
Office Furniture and Equipment	-	50	50
<b>Total</b>	<b>\$ -</b>	<b>\$ 6,511</b>	<b>\$ 6,511</b>

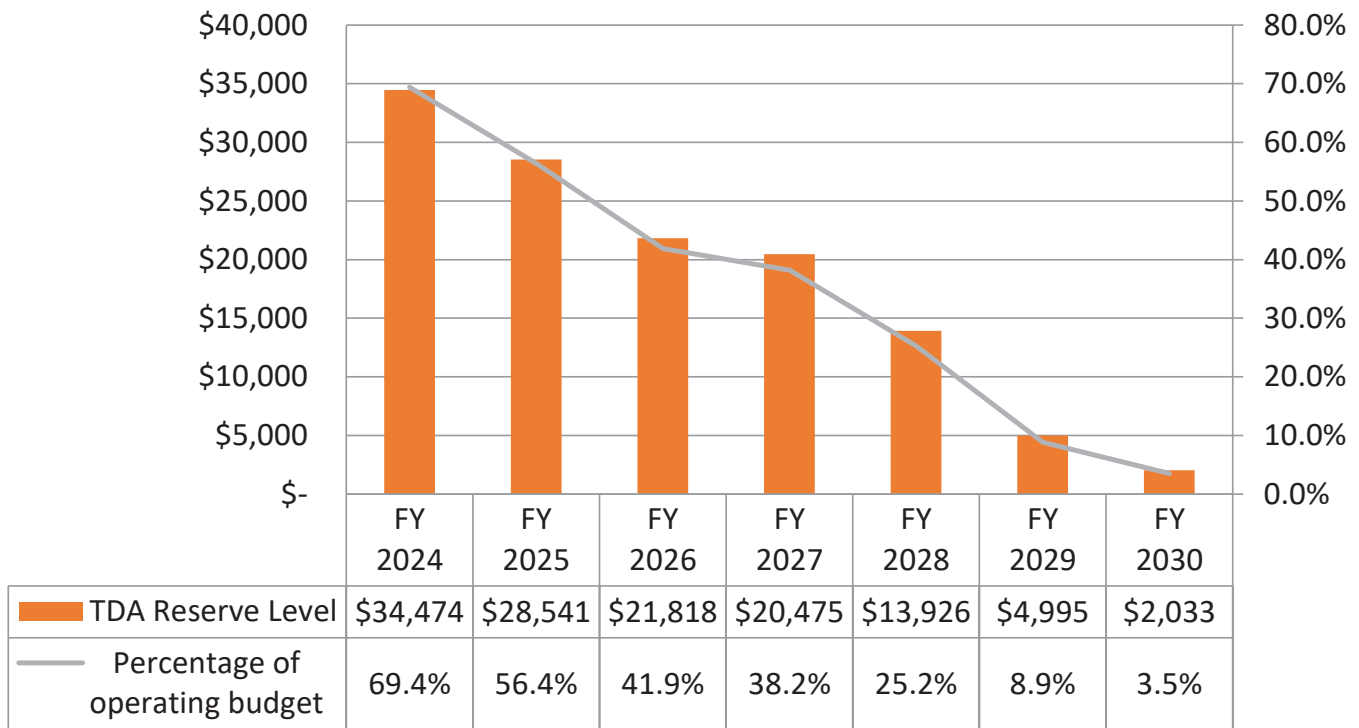
The multi-year capital program can be found at page 16 of this report.

# FORECAST

Using the current assumptions for fixed route and paratransit services, there are sufficient TDA reserves (25% or above) through FY 2028, due to the injection of federal relief funds during the pandemic. The FY 2024 proposed budget and forecast assumes revenue recovery over the next couple of years, with TDA, STA and Measure J revenue at current estimates and continuing to grow conservatively by 2-3% a year, which is lower than the average growth of these revenues pre-pandemic. The budget and forecast also include increases to ridership and passenger fares, leveling off at 70% of pre-pandemic levels by FY 2027.

**Chart 4: TDA Reserve Projections**

**TDA Reserves**  
\$ In Thousands



A financial forecast of capital and operating expenditures can be found at pages 16 to 17 of this document. A breakdown of TDA reserve utilization and projected fund balance can be found at page 18.

# ADDITIONAL SCHEDULES

Table 7: Staffing Levels

## COUNTY CONNECTION Central Contra Costa Transit Authority Staffing

Position Type	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGETED	FY 2023 ACTUAL	FY 2024 PROPOSED
<b>Transportation</b>						
Transportation administration	3.0	4.0	4.0	4.0	4.0	4.0
Training	2.0	0.0	1.0	1.0	1.0	1.0
Transit Supervisor/Dispatcher	12.0	11.0	11.0	12.0	11.0	12.0
	17.0	15.0	16.0	17.0	16.0	17.0
Full-time runs		108.0	100.0	115.0	106.0	115.0
Part-time runs	4.0	3.0	4.0	4.0	2.0	4.0
Full-time stand-by (Protection)	34.0	39.0	35.0	36.0	33.0	36.0
	38.0	150.0	139.0	155.0	141.0	155.0
<b>Total Transportation</b>	<b>55.0</b>	<b>165.0</b>	<b>155.0</b>	<b>172.0</b>	<b>157.0</b>	<b>172.0</b>
<b>Maintenance</b>						
Maintenance administration	5.0	5.0	5.0	5.0	4.0	4.0 (b)
Facilities	6.0	6.0	6.0	6.0	7.0	7.0 (b)
	11.0	11.0	11.0	11.0	11.0	11.0
Mechanic, Level VI	2.0	2.0	1.0	4.0	1.0	3.0
Mechanic, Level V	3.0	3.0	2.0	3.0	1.0	3.0
Mechanic, Level IV	5.0	4.0	4.0	5.0	5.0	5.0
Mechanic, Level III	5.0	5.0	5.0	5.0	3.0	5.0
Mechanic, Level II	-	2.0	2.0	2.0	3.0	2.0
Mechanic, Level I	2.0	-	2.0	-	1.0	-
Bus service workers	9.0	8.0	10.0	11.0	8.0	11.0
	26.0	24.0	26.0	30.0	22.0	29.0
<b>Total Maintenance</b>	<b>37.0</b>	<b>35.0</b>	<b>37.0</b>	<b>41.0</b>	<b>33.0</b>	<b>40.0</b>
<b>General Administration</b>						
General Administration	4.0	4.0	4.0	4.0	5.0	5.0 (b)
Procurement & Inventory	3.0	3.0	3.0	3.0	4.0	4.0 (b) (c)
Finance	5.0	5.0	5.0	5.0	4.0	5.0
Human Resources	3.0	2.0	2.0	2.0	3.0	3.0 (b)
Customer service	6.0	6.0	6.0	6.0	6.0	6.0
Information Technology	4.0	3.0	3.0	3.0	3.0	3.0
Planning & Marketing	5.0	6.0	5.0	9.0	6.0	7.0 (b) (d)
<b>Total General Administration</b>	<b>30.0</b>	<b>29.0</b>	<b>28.0</b>	<b>32.0</b>	<b>31.0</b>	<b>33.0</b>
<b>Fixed Route Operations Total</b>	<b>122.0</b>	<b>229.0</b>	<b>220.0</b>	<b>245.0</b>	<b>221.0</b>	<b>245.0</b>
Paratransit	3.0	3.0	4.0	4.0	4.0	4.0
<b>Total Operations</b>	<b>125.0</b>	<b>232.0</b>	<b>224.0</b>	<b>249.0 (a)</b>	<b>225.0</b>	<b>249.0</b>

(a) FY23 Budget total count was understated by 1FTE in the FY23 Budget document. Actual positions budgeted were 249.

(b) Certain employees have been re-assigned to different categories to better align with their primary job duties. These shifts result in no change to the total employee count.

(c) Prior categories "Stores and Procurement" and "Stores Workers" have been combined into this new category.

(d) Prior categories "Marketing" and "Planning and Scheduling" have been combined into this new category.

**Table 8: Capital Program**

**COUNTY CONNECTION**  
**Central Contra Costa Transit Authority**  
**Capital Program**

**Fiscal Years 2021 - 2030**  
*\$ In Thousands*

Attachment 1: Proposed FY 2024 Operating and Capital Budget

Capital Program (a):	actuals			estimated			projected					
	FY2021	FY 2022	FY 2023	proposed FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030		
Non Revenue Fleet	\$ 367	\$ -	\$ 99	\$ 126	\$ 109	\$ -	\$ 70	\$ 70	\$ 100	\$ 75		
Revenue Fleet	\$ -	\$ -	\$ 27,079	\$ -	\$ 7,000	\$ 8,589	\$ -	\$ 26,000	\$ 34,008	\$ 5,000		
ZEB Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 200	\$ -	\$ 500		
Facility Maintenance & Modernization	\$ 100	\$ 50	\$ 2,180	\$ 4,480	\$ 2,080	\$ 2,080	\$ 225	\$ 100	\$ 250	\$ 250		
Street Amenities	\$ -	\$ 50	\$ -	\$ 1,550	\$ 50	\$ 70	\$ 50	\$ -	\$ 50	\$ 50		
Information Technology	\$ 180	\$ 50	\$ 80	\$ 55	\$ 85	\$ 100	\$ 150	\$ 100	\$ 350	\$ 150		
Maintenance Equipment & Tools	\$ 50	\$ 50	\$ 50	\$ 250	\$ 50	\$ 50	\$ -	\$ 50	\$ 150	\$ 50		
Office Furniture and Equipment	\$ 50	\$ 50	\$ 80	\$ 50	\$ 100	\$ 80	\$ 25	\$ 50	\$ 50	\$ 50		
<b>Total Capital Program</b>	<b>\$ 747</b>	<b>\$ 250</b>	<b>\$ 29,568</b>	<b>\$ 6,511</b>	<b>\$ 9,474</b>	<b>\$ 20,969</b>	<b>\$ 520</b>	<b>\$ 26,570</b>	<b>\$ 34,958</b>	<b>\$ 6,125</b>		
Capital Program by Service:												
Fixed-Route	\$ 747	\$ 250	\$ 28,068	\$ 6,511	\$ 9,474	\$ 16,380	\$ 520	\$ 26,570	\$ 32,950	\$ 6,125		
Paratransit	-	-	1,500	-	-	4,589	-	-	2,008	-		
<b>Total Capital Program by Service</b>	<b>\$ 747</b>	<b>\$ 250</b>	<b>\$ 29,568</b>	<b>\$ 6,511</b>	<b>\$ 9,474</b>	<b>\$ 20,969</b>	<b>\$ 520</b>	<b>\$ 26,570</b>	<b>\$ 34,958</b>	<b>\$ 6,125</b>		
Capital Funding by Source												
Federal 5307	\$ -	\$ -	\$ 19,248	\$ -	\$ 4,776	\$ 6,872	\$ -	\$ 20,800	\$ 27,206	\$ 4,000		
FHWA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,239	\$ -	\$ -	\$ -	\$ -		
State Prop 1B PTMISEA - Rolling Stock	\$ -	\$ -	\$ 1,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Bridge Toll Revenue	\$ -	\$ -	\$ 731	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Transportation Development Act	\$ 747	\$ 250	\$ 2,789	\$ 6,511	\$ 4,698	\$ 5,859	\$ 520	\$ 5,770	\$ 7,752	\$ 2,125		
Transportation Development Act Rollover	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Regional Measure 3	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0		
<b>Total Capital Funding by Source</b>	<b>\$ 747</b>	<b>\$ 250</b>	<b>\$ 29,568</b>	<b>\$ 6,511</b>	<b>\$ 9,474</b>	<b>\$ 20,969</b>	<b>\$ 520</b>	<b>\$ 26,570</b>	<b>\$ 34,958</b>	<b>\$ 6,125</b>		
Revenue Fleet Replacements												
# Fixed Route Vehicles	-	-	40	-	10	7	-	37	27	4		
# Paratransit Vehicles	-	-	15	-	-	42	-	-	18	-		
<b>Total Revenue Fleet Replacement</b>	<b>-</b>	<b>-</b>	<b>55</b>	<b>-</b>	<b>10</b>	<b>49</b>	<b>-</b>	<b>37</b>	<b>45</b>	<b>4</b>		

**COUNTY CONNECTION**  
**Central Contra Costa Transit Authority**  
**Operating Forecast**  
**Fiscal Years 2021 - 2030**  
*\$ In Thousands*

	actuals			estimated		proposed	projected					
	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
<b>Revenue Hours</b>	<b>178,422</b>	<b>188,644</b>	<b>186,700</b>		<b>188,000</b>		<b>193,640</b>	<b>199,449</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
Fare revenue	942	1,936	1,086		1,961		2,010	2,060	2,112	2,112	2,112	2,112
Special service revenue	350	500	729		586		592	598	604	604	604	604
Advertising revenue	69	292	200		340		340	340	340	340	340	340
Non-Operating rev	175	(77)	369		131		138	144	152	152	152	152
STA Population and Revenue	3,804	3,896	4,778		6,275		5,527	5,692	5,863	6,039	6,220	6,407
Measure J	5,278	5,453	5,237		5,708		5,368	5,502	5,640	5,781	5,925	6,073
TDA 4.0	16,747	10,853	14,216		19,421		25,117	25,733	26,387	27,059	27,424	27,815
Federal Stimulus Funds	1,325	7,469	6,411		3,688		-	-	-	-	-	-
Other Federal Grants	-	-	-		400		-	-	-	-	-	-
Low Carbon Transit Ops Prog	235	216	600		600		600	600	600	600	600	600
BART Express Funds	938	892	734		641		641	641	641	641	641	641
Other State Grants	64	152	135		135		140	140	140	140	140	140
Dougherty Valley Dev Fees	126	123	356		200		-	-	-	-	-	-
Other Local Grants/Contributions	426	9	90		5		50	50	50	50	50	50
Lifeline	223	-	-		-		-	-	-	-	-	-
RM 2/Other- Express	151	33	90		118		122	125	129	129	129	129
<b>TOTAL FIXED ROUTE OPERATING REVENUE</b>	<b>30,853</b>	<b>31,748</b>	<b>35,030</b>		<b>40,208</b>		<b>40,644</b>	<b>41,626</b>	<b>42,657</b>	<b>43,645</b>	<b>44,337</b>	<b>45,063</b>
<b>Op Expenses w/o contingency and GASB adjustments</b>	<b>30,321</b>	<b>36,964</b>	<b>34,744</b>		<b>38,708</b>		<b>39,644</b>	<b>40,626</b>	<b>41,567</b>	<b>42,225</b>	<b>42,917</b>	<b>43,643</b>
CalPERS UAL Expense	538	753	891		-		330	660	990	1,320	1,320	1,320
Pension 115 Set Aside	-	-	-		1,000		670	340	100	100	100	100
% change over prior year	-2.1%	22.2%	-5.5%		11.4%		2.4%	2.4%	2.5%	2.3%	1.6%	1.6%
<b>GASB 68 Pension &amp; GASB 75 OPEB adjustment</b>	<b>891</b>	<b>(4,067)</b>	<b>-</b>		<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating expense contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>500</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FIXED ROUTE OPERATING EXPENSES</b>	<b>31,750</b>	<b>33,649</b>	<b>35,635</b>		<b>40,208</b>		<b>40,644</b>	<b>41,626</b>	<b>42,657</b>	<b>43,645</b>	<b>44,337</b>	<b>45,063</b>
% change over prior year	-4.30%	5.98%	5.90%		12.83%		1.08%	2.42%	2.48%	2.32%	3.94%	3.25%
<b>Revenue Hours</b>	<b>29,142</b>	<b>50,000</b>	<b>60,000</b>		<b>66,000</b>		<b>75,900</b>	<b>91,080</b>	<b>109,296</b>	<b>112,575</b>	<b>112,575</b>	<b>115,952</b>
Fare revenue	80	107	396		350		357	364	371	371	371	371
Fare revenue - LAVTA	294	18	22		20		20	20	20	20	20	20
Special service - One Seat Ride	32	157	677		600		600	600	600	600	600	600
LAVTA Fees	-	1,120	1,281		1,300		1,339	1,379	1,421	1,463	1,507	1,552
FTA Section 5307	1,046	1,774	1,800		1,800		1,800	1,800	1,800	1,800	1,800	1,800
TDA 4.5	591	1,211	1,332		1,162		1,195	1,228	1,262	1,298	1,334	1,371
TDA 4.0	334	390	1,230		1,174		1,502	1,850	2,218	2,617	3,038	3,484
Measure J	1,936	1,966	1,772		1,772		1,816	1,862	1,908	1,956	2,005	2,055
STA Paratransit & Rev based	534	612	746		1,041		1,062	1,083	1,105	1,127	1,149	1,172
BART ADA Service/Other	204	209	207		250		252	255	257	259	261	264
<b>TOTAL PARATRANSIT OPERATING REVENUE</b>	<b>5,052</b>	<b>7,568</b>	<b>9,463</b>		<b>9,470</b>		<b>9,943</b>	<b>10,440</b>	<b>10,962</b>	<b>11,510</b>	<b>12,086</b>	<b>12,690</b>
<b>TOTAL PARATRANSIT OPERATING EXPENSES</b>	<b>5,052</b>	<b>7,568</b>	<b>9,464</b>		<b>9,470</b>		<b>9,943</b>	<b>10,440</b>	<b>10,962</b>	<b>11,510</b>	<b>12,086</b>	<b>12,690</b>
% change over prior year	-19.6%	49.8%	25.0%		0.1%		5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 36,802</b>	<b>\$ 41,218</b>	<b>\$ 45,099</b>		<b>\$ 49,678</b>		<b>\$ 50,587</b>	<b>\$ 52,066</b>	<b>\$ 53,619</b>	<b>\$ 55,156</b>	<b>\$ 56,423</b>	<b>\$ 57,753</b>

**COUNTY CONNECTION**  
**Central Contra Costa Transit Authority**  
**TDA Reserves Projections**  
**Fiscal Years 2021 - 2030**  
*\$ In Thousands*

	actuals			estimated			projected				
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
Beginning Balance	\$ 27,818	\$ 31,513	\$ 38,321	\$ 36,783	\$ 34,474	\$ 28,541	\$ 21,818	\$ 20,475	\$ 13,926	\$ 4,995	
TDA 4.0 Allocation	\$ 21,522	\$ 20,733	\$ 23,877	\$ 24,797	\$ 25,385	\$ 26,096	\$ 26,827	\$ 27,578	\$ 27,578	\$ 28,350	
% change over prior year	16.10%	-3.67%	15.16%	3.85%	2.37%	2.80%	2.80%	2.80%	2.80%	2.80%	
<b>TDA 4.0 Needed for Operations and Capital:</b>											
Used for Fixed route operations	(16,747)	(10,853)	(14,216)	(19,421)	(25,117)	(25,733)	(26,387)	(27,059)	(27,424)	(27,815)	
Used for Paratransit operations	(334)	(390)	(1,230)	(1,174)	(1,502)	(1,228)	(1,262)	(1,298)	(1,334)	(1,371)	
TDA Used for Operations	<b>(17,081)</b>	<b>(11,243)</b>	<b>(15,446)</b>	<b>(20,595)</b>	<b>(26,619)</b>	<b>(26,961)</b>	<b>(27,650)</b>	<b>(28,356)</b>	<b>(28,758)</b>	<b>(29,187)</b>	
Used for Capital Program	(747)	(2,682)	(9,969)	(6,511)	(4,698)	(5,859)	(520)	(5,770)	(7,752)	(2,125)	
<b>Ending TDA Reserve</b>	<b>\$ 31,513</b>	<b>\$ 38,321</b>	<b>\$ 36,783</b>	<b>\$ 34,474</b>	<b>\$ 28,541</b>	<b>\$ 21,818</b>	<b>\$ 20,475</b>	<b>\$ 13,926</b>	<b>\$ 4,995</b>	<b>\$ 2,033</b>	
Number Of Months of Operating Expenses in Reserve	10.3	11.2	9.8	8.3	6.8	5.0	4.6	3.0	1.1	0.4	
Percentage of operating budget	85.6%	93.0%	81.6%	69.4%	56.4%	41.9%	38.2%	25.2%	8.9%	3.5%	

Table 11: Operating Expense Detail

**COUNTY CONNECTION**  
 Central Contra Costa Transit Authority  
 Operating Expense Detail

Account Description	FY 2022	FY 2023	FY 2023	Over (Under)	FY 2024	Over (Under) \$	Over (Under) %
	Actual	Budget	Estimated Actual	FY 2023 Budget	Proposed Budget	FY 2023 Budget	FY 2023 Budget
<b>Fixed Route</b>							
Wages							
Wages, Operators	7,685,499	8,289,360	8,575,440	286,080	9,432,984	1,143,624	
Wages, Operator Trainer		150,000	58	(149,942)	0	(150,000)	
Wages, Trans Admin	1,191,119	1,228,634	1,254,125	25,491	1,264,750	36,116	
Wages, Scheduling	89,202	90,268	91,138	870	83,266	(7,002)	
Wages, Maint Admin	427,643	559,668	580,034	20,366	343,775	(215,893)	
Wages, Serv Wrks	449,970	551,740	505,049	(46,691)	547,240	(4,500)	
Wages, Mechanics	987,380	1,345,398	1,065,733	(279,665)	1,264,068	(81,330)	
Wages, Bldg Maint	453,942	490,049	477,856	(12,193)	428,919	(61,130)	
Wages, Cust Serv	371,292	390,066	390,509	443	368,519	(21,547)	
Wages, Promotion	61,431	156,763	69,755	(87,008)		(156,763)	
Wages, EE Services	207,113	207,764	191,463	(16,301)	327,685	119,921	
Wages, Finance	417,114	468,181	513,192	45,011	491,857	23,676	
Wages, Safety & Training	74,451	113,550	84,997	(28,553)	83,828	(29,722)	
Wages, Information Technology		0		0	291,993	291,993	
Wages, Gnl Admin	523,815	623,605	513,740	(109,865)	715,616	92,011	
Wages, Planning	887,257	832,967	1,020,517	187,550	516,801	(316,166)	
Wages, Procurement and Inventory		0	0	0	269,870	269,870	
Wages, Admin Bonus	4,500	50,000	0	(50,000)	50,000	0	
Wages, Board Members	17,900	26,400	18,027	(8,373)	26,400	0	
Wages, Serv Work Bonus	1,090	1,803	879	(924)	2,000	197	
Wages, Mech Bonus	6,204	11,588	4,690	(6,898)	12,000	412	
COVID Vaccine, Trans Admin	1,100	0	0	0	0	0	
COVID Vaccine, Scheduling	100	0	0	0	0	0	
COVID Vaccine, Operators	9,915	0	2,700	2,700	2,700	2,700	
COVID Vaccine, Maint Admin	400	0	400	400	400	400	
COVID Vaccine, Service Workers	1,400	0	100	100	100	100	
COVID Vaccine, Mechanics	1,500	0	0	0	0	0	
COVID Vaccine, Bldg Maint	500	0	100	100	100	100	
COVID Vaccine, Customer Srvc	470	0	100	100	100	100	
COVID Vaccine, Promotion	100	0	0	0	0	0	



Account Description	FY 2022	FY 2023	FY 2023	Over (Under)	FY 2024	Over (Under) \$	Over (Under) %
	Actual	Budget	Estimated Actual	FY 2023 Budget	Proposed Budget	FY 2023 Budget	FY 2023 Budget
COVID Vaccine, EE Services	200	0	0	0	0	0	0
COVID Vaccine, Finance	700	0	0	0	0	0	0
COVID Vaccine, Safety & Train.	100	0	0	0	0	0	0
COVID Vaccine, General Admin	100	0	200	200	200	200	200
COVID Vaccine, Planning	700	0	200	200	200	200	200
<b>Wages Total</b>	<b>13,874,208</b>	<b>15,587,804</b>	<b>15,361,003</b>	<b>(226,801)</b>	<b>16,525,369</b>	<b>937,565</b>	<b>6.0%</b>
Fringe benefits-other							
FICA, Trans Admin	19,037	20,387	19,989	(398)	22,526	2,139	2,139
FICA, Scheduling	1,487	1,701	1,658	(43)	1,495	(206)	(206)
FICA, Operators	121,296	138,977	136,299	(2,678)	149,929	10,952	10,952
FICA, Maint Admin	4,277	4,388	6,048	1,660	6,172	1,784	1,784
FICA, Serv Wrks	7,703	9,543	8,108	(1,435)	9,713	170	170
FICA, Mechanics	14,738	20,451	16,337	(4,114)	22,435	1,984	1,984
FICA, Bldg Maint	7,452	7,982	7,342	(640)	7,701	(281)	(281)
FICA, Cust Serv	6,165	6,502	6,463	(39)	6,616	114	114
FICA, Promotion	1,111	1,094	1,105	11		(1,094)	(1,094)
FICA, EE Services	3,697	3,840	3,742	(98)	5,883	2,043	2,043
FICA, Finance	7,121	7,895	8,634	739	8,831	936	936
FICA, Safety & Training	1,120	2,060	1,432	(628)	1,505	(555)	(555)
FICA, Information Technology		0	0	0	5,242	5,242	5,242
FICA, Gnl Admin	9,681	11,401	8,499	(2,902)	12,848	1,447	1,447
FICA, Planning	14,361	13,598	16,889	3,291	9,278	(4,320)	(4,320)
FICA, Procurement and Inventory		0	0	0	4,824	4,824	4,824
FICA, BoardMembers	1,369	2,020	1,379	(641)	1,967	(53)	(53)
PERS-RET, Trans Admin	294,352	365,291	321,610	(43,681)	310,703	(54,588)	(54,588)
PERS-RET, Scheduling	26,543	24,803	29,676	4,873	20,620	(4,183)	(4,183)
PERS-RET, Operators	1,122,848	1,262,373	1,224,353	(38,020)	1,366,465	104,092	104,092
PERS-RET, Maint Admin	142,292	169,244	156,279	(12,965)	85,130	(84,114)	(84,114)
PERS-RET, Serv Wrkrs	64,907	106,396	67,968	(38,428)	133,967	27,571	27,571
PERS-RET, Mechanics	186,586	234,858	204,052	(30,806)	309,450	74,592	74,592
PERS-RET, Bldg Maint	63,056	84,179	69,857	(14,322)	106,215	22,036	22,036
PERS-RET, Cust Service	71,313	73,112	80,404	7,292	91,258	18,146	18,146
PERS-RET, Promotions	28,303	22,052	31,902	9,850	(22,052)	(22,052)	(22,052)
PERS-RET, EE Services	46,998	52,034	52,735	701	81,146	29,112	29,112
PERS-RET, Finance	82,931	102,566	92,201	(10,365)	121,800	19,234	19,234
PERS,RET, Safety/Training	33,830	37,789	35,571	(2,218)	20,759	(17,030)	(17,030)

Account Description	FY 2022	FY 2023	FY 2023	FY 2023	Over (Under)	FY 2024	Over (Under) \$	Over (Under) %
	Actual	Budget	Estimated Actual	Budget	FY 2023 Budget	Proposed Budget	FY 2023 Budget	FY 2023 Budget
PERS,RET, Information Technology				0	0	72,307	72,307	
PERS-RET, Gnl Admin	110,469	142,474	120,890		(21,584)	177,211	34,737	
PERS-RET, Planning	94,110	140,692	102,883		(37,809)	127,978	(12,714)	
PERS-RET, Procurement and Inventory		0		0	0	66,535	66,535	
GM- 457 Retirement	18,000	19,000	19,000		0	19,000	0	
Medical, Trans Admin	95,358	130,295	99,260		(31,035)	240,795	110,500	
Medical, Scheduling	6,555	9,986	7,285		(2,701)	15,980	5,994	
Medical, Operators	595,194	737,614	596,363		(141,251)	655,999	(81,615)	
Medical, Maint Admin	28,439	41,654	44,693		3,039	65,976	24,322	
Medical, Service Workers	286,113	304,926	326,853		21,927	103,824	(201,102)	
Medical, Mechanics	332,314	482,633	291,718		(190,915)	239,824	(242,809)	
Medical, Building Maint	47,966	57,649	48,219		(9,430)	82,316	24,667	
Medical, Customer Service	33,795	38,555	40,799		2,244	70,725	32,170	
Medical, Promotions	4,862	5,964	5,409		(555)		(5,964)	
Medical, EE Services	1,456	0	3,643		3,643	62,888	62,888	
Medical, Finance	21,130	33,043	24,953		(8,090)	94,395	61,352	
Medical, Safety & Trainin	3,781	7,738	9,471		1,733	16,088	8,350	
Medical, Information Technology		0	0		0	56,038	56,038	
Medical, General Admin	19,865	78,424	22,221		(56,203)	137,338	58,914	
Medical, Retirees	280,232	288,750	292,190		3,440	312,643	23,893	
Medical, Planning	22,446	46,662	27,583		(19,079)	99,183	52,521	
Medical, Procurement and Inventory		0	0		0	51,564	51,564	
Medical Claim-Admin Charges	8,627	11,025	12,202		1,177	12,813	1,788	
OtherPostEmployBenefits(OPEB)	283,356	188,310	188,310		0	201,492	13,182	
Dental, Transport Admin	29,953	36,015	28,358		(7,657)	29,038	(6,977)	
Dental, Scheduling	1,257	2,406	1,588		(818)	1,912	(494)	
Dental, Operators	194,098	253,828	223,035		(30,793)	245,338	(8,490)	
Dental, Maintenance Admin	4,815	10,685	9,717		(968)	7,893	(2,792)	
Dental, Building Maint	11,246	11,644	12,056		412	9,848	(1,796)	
Dental, Customer Service	9,406	13,649	11,476		(2,173)	8,461	(5,188)	
Dental, Promotions	1,302	1,585	1,588		3		(1,585)	
Dental, EE Services	2,799	3,255	3,451		196	7,523	4,268	
Dental, Finance	7,184	9,608	9,888		280	11,293	1,685	
Dental, Safety & Training	1,701	2,520	2,562		42	1,925	(595)	
Dental, Information Technology		0	0		0	6,704	6,704	
Dental, General Admin	8,751	11,729	10,508		(1,221)	16,430	4,701	

Account Description	FY 2022 Actual	FY 2023 Budget	FY 2023 Estimated Actual	Over (Under) FY 2023 Budget	FY 2024 Proposed Budget	Over (Under) \$ FY 2023 Budget	Over (Under) % FY 2023 Budget
Dental, Planning	7,903	13,562	11,325	(2,237)	11,865	(1,697)	
Dental, Procurement and Inventory		0	0	0	6,196	6,196	
Life, Trans Admin	8,978	11,109	8,145	(2,964)	13,205	2,096	
Life, Scheduling	733	840	690	(150)	876	36	
Life, Operators	60,551	74,907	54,949	(19,958)	60,444	(14,463)	
Life, Maint Admin	3,871	6,090	3,885	(2,205)	3,618	(2,472)	
Life, Bldg Maint	3,329	4,326	3,026	(1,300)	4,514	188	
Life, Cust Serv	3,311	3,780	3,079	(701)	3,878	98	
Life, Promotions	592	662	544	(118)		(662)	
Life, EE Services	1,655	1,995	1,438	(557)	3,449	1,454	
Life, Finance	3,876	4,935	4,217	(718)	5,177	242	
Life, Safety & Training	259	1,008	648	(360)	882	(126)	
Life, Information Technology		0	0	0	3,073	3,073	
Life, Gnl Admin	3,553	7,140	3,189	(3,951)	7,531	391	
Life, Planning	6,470	7,371	6,266	(1,105)	5,439	(1,932)	
Life, Procurement and Inventory		0	0	0	2,828	2,828	
SUI, Trans Admin	1,870	7,757	3,307	(4,450)	7,768	11	
SUI, Scheduling	147	160	221	61	515	355	
SUI, Operators	25,948	47,250	34,299	(12,951)	37,729	(9,521)	
SUI, Maint Admin	776	2,281	1,544	(737)	2,128	(153)	
SUI, Serv Wrkrs	2,536	5,019	2,541	(2,478)	3,349	(1,670)	
SUI, Mechanics	2,317	8,670	3,461	(5,209)	7,736	(934)	
SUI, Bldg Maint	1,108	2,791	1,693	(1,098)	2,655	(136)	
SUI, Cust Serv	882	3,256	1,323	(1,933)	2,281	(975)	
SUI, Promotion	147	465	220	(245)		(465)	
SUI, EE Services	294	930	441	(489)	2,029	1,099	
SUI, Finance	953	2,326	1,102	(1,224)	3,045	719	
SUI, Safety & Training	147	465	221	(245)	519	54	
SUI, Information Technology		0	0	0	1,808	1,808	
SUI, Gnl Admin	1,479	3,721	1,687	(2,034)	4,430	709	
SUI, Planning	1,029	3,256	1,985	(1,271)	3,199	(57)	
SUI, Procurement and Inventory		0	0	0	1,663	1,663	
WC, Trans Admin	69,786	84,975	84,972	(3)	100,979	16,004	
WC, Scheduling	4,233	5,250	5,256	6	6,701	1,451	
WC, Operators	658,798	817,687	817,692	5	899,461	81,774	
WC, Maint Admin	22,204	27,562	27,564	2	27,667	105	

Account Description	FY 2022	FY 2023	FY 2023	Over (Under)	FY 2024	Over (Under) \$	Over (Under) %
	Actual	Budget	Estimated Actual	FY 2023 Budget	Proposed Budget	FY 2023 Budget	FY 2023 Budget
WC, Serv Wrks	48,640	60,379	60,384	5	43,539	(16,840)	
WC, Mechanics	83,543	103,688	103,692	4	100,571	(3,117)	
WC, Bldg Maint	26,437	32,813	32,808	(5)	34,520	1,707	
WC, Cust Serv	26,437	32,813	32,808	(5)	29,659	(3,154)	
WC, Promotion	4,233	5,250	5,256	6		(5,250)	
WC, EE Services	8,466	10,500	10,500	0	26,372	15,872	
WC, Finance	22,204	27,563	27,564	1	39,585	12,022	
WC, Information Technology			0	0	23,500	23,500	
WC, Safety & Training	4,233	5,250	5,256	6	6,747	1,497	
WC, Gnl Admin	30,670	38,062	38,064	2	57,594	19,532	
WC, Planning	43,349	53,812	53,808	(4)	41,593	(12,219)	
WC, Procurement and Inventory		0	0	0	21,624	21,624	
Uniforms, Operators	52,794	50,000	42,351	(7,649)	50,000	0	
Uniforms, Mechanics	28,233	25,000	28,121	3,121	28,000	3,000	
Operator Med Exams	7,860	15,000	11,040	(3,960)	15,000	0	
Emp Assistance Prog	12,574	16,000	16,718	718	15,000	(1,000)	
CafeteriaPlan-GenAdmin.	542,649	668,510	618,623	(49,887)	701,936	33,426	
Cafeteria Plan-ATU	1,399,851	1,736,453	1,555,967	(180,486)	1,823,276	86,823	
Mechanics Tool Allowance	9,180	15,000	9,916	(5,084)	1,500	(13,500)	
Employee Wellness Program	20,855	32,000	33,849	1,849	32,000	0	
Substance Abuse Program	18,346	16,000	16,440	440	19,000	3,000	
<b>Fringe benefits-other Total</b>	<b>8,241,441</b>	<b>10,014,493</b>	<b>9,002,800</b>	<b>(1,011,693)</b>	<b>10,613,408</b>	<b>598,915</b>	<b>6.0%</b>
Fringe benefits-paid time off							
Sick, Trans Admin	61,233	35,135	58,382	23,247	78,996	43,861	
Sick, Scheduling		0	553	553	5,243	5,243	
Sick, Operators	312,081	417,600	301,872	(115,728)	332,059	(85,541)	
Sick, Maint Admin	22,151	16,670	7,675	(8,995)	21,644	4,974	
Sick, Serv Wrks	19,360	43,540	9,180	(34,360)	34,061	(9,479)	
Sick, Mechanics	56,973	38,600	35,189	(3,411)	78,678	40,078	
Sick, Bldg Maint	12,073	11,309	7,894	(3,415)	27,005	15,696	
Sick, Cust Serv	7,200	10,909	14,689	3,780	23,202	12,293	
Sick, Promotion	5,001	1,927	3,105	1,178		(1,927)	
Sick, EE Services	1,625	6,198	31,855	25,657	20,631	14,433	
Sick, Finance	4,966	13,757	10,814	(2,943)	30,968	17,211	
Sick, Safety & Training	1,096	3,388	3,343	(45)	5,278	1,890	
Sick, Information Technology		0	0	0	18,384	18,384	

Account Description	FY 2022	FY 2023	FY 2023	Over (Under)	FY 2024	Over (Under) \$	Over (Under) %
	Actual	Budget	Estimated Actual	FY 2023 Budget	Proposed Budget	FY 2023 Budget	FY 2023 Budget
Sick, Gnl Admin	1,616	18,372	20,131	1,759	45,056	26,684	
Sick, Planning	3,270	22,727	10,977	(11,750)	32,538	9,811	
Sick, Procurement and Inventory		0	0	0	16,916	16,916	
COVID EE Sick, Operators	1,738	0	0	0	0	0	
COVID ER Sick, Trans Admin	9,199	0	21,198	21,198	0	0	
COVID ER Sick, Operators	46,150	104,400	48,416	(55,984)	0	(104,400)	
COVID ER Sick, Maint Admin	412	0	2,045	2,045	0	0	
COVID ER Sick, Serv Wrks	12,780	0	6,231	6,231	0	0	
COVID ER Sick, Mechanics	12,429	0	12,058	12,058	0	0	
COVID ER Sick, Bldg Maint	2,958	0	209	209	0	0	
COVID ER Sick, Cust Serv	2,412	0	0	0	0	0	
COVID ER Sick, Promotion		0	1,805	1,805	0	0	
COVID ER Sick, EE Services		0	992	992	0	0	
COVID ER Sick, Finance	630	0	7,377	7,377	0	0	
COVID ER Sick, Safety/Training		0	1,948	1,948	0	0	
COVID ER Sick, Gnl Admin	3,509	0	2,140	2,140	0	0	
COVID ER Sick, Planning	4,470	0	13,400	13,400	0	0	
Holiday, Trans Admin	62,242	64,189	70,270	6,081	77,676	13,487	
Holiday, Scheduling	4,586	5,728	5,535	(193)	5,155	(573)	
Holiday, Operators	300,576	418,018	461,055	43,037	507,161	89,143	
Holiday, Maint Admin	24,888	30,453	29,351	(1,102)	21,283	(9,170)	
Holiday, Serv Wrks	21,945	28,737	29,322	585	33,492	4,755	
Holiday, Mechanics	50,467	71,339	64,636	(6,703)	77,363	6,024	
Holiday, Bldg Maint	21,431	20,661	25,089	4,428	26,554	5,893	
Holiday, Cust Serv	16,827	19,926	19,183	(743)	22,814	2,888	
Holiday, Promotion	4,759	3,520	1,290	(2,230)		(3,520)	
Holiday, EE Services	9,886	11,322	13,149	1,827	20,286	8,964	
Holiday, Finance	21,199	25,131	31,384	6,253	30,450	5,319	
Holiday, Safety & Trainin	2,192	6,188	6,686	498	5,190	(998)	
Holiday, Information Technology		0	0	0	18,077	18,077	
Holiday, Gnl Admin	32,084	33,560	25,792	(7,768)	44,303	10,743	
Holiday, Planning	40,142	41,518	48,779	7,261	31,994	(9,524)	
Holiday, Procurement and Inventory		0	0	0	16,634	16,634	
Vacatn, Trans Admin	94,342	95,176	45,676	(49,500)	93,988	(1,188)	
Vacatn, Scheduling	7,087	6,861	7,659	798	6,237	(624)	
Vacatn, Operators	510,732	559,166	556,451	(2,715)	612,096	52,930	

Account Description	FY 2022	FY 2023	FY 2023	Over (Under)	FY 2024	Over (Under) \$	Over (Under) %
	Actual	Budget	Estimated Actual	FY 2023 Budget	Proposed Budget	FY 2023 Budget	FY 2023 Budget
Vacatn, Maint Admin	38,372	49,928	46,539	(3,389)	25,752	(24,176)	
Vacatn, Serv Wrks	23,645	31,866	27,371	(4,495)	40,525	8,659	
Vacatn, Mechanics	78,325	115,365	83,664	(31,701)	93,609	(21,756)	
Vacatn, Bldg Maint	29,254	25,716	31,830	6,114	32,130	6,414	
vacatn, Cust Serv	27,340	25,460	30,002	4,542	27,605	2,145	
Vacatn, Promotion	5,594	5,866	5,952	86		(5,866)	
Vacation, EE Services	18,258	18,870	19,494	624	24,547	5,677	
Vacatn, Finance	23,256	34,863	30,294	(4,569)	36,845	1,982	
Vacation, Safety & Traini	5,547	10,313	7,710	(2,603)	6,279	(4,034)	
Vacation, Information Technology		0	0	0	21,873	21,873	
Vacatn, Gnl Admin	33,783	48,181	35,234	(12,947)	53,606	5,425	
Vacatn, Planning	64,414	56,141	75,525	19,384	38,713	(17,428)	
Vacatn, Procurement and Inventory		0	0	0	20,127	20,127	
Abs Pay, Trans Admin	232	6,552	0	(6,552)	7,768	1,216	
Abs Pay, Scheduling		445	0	(445)	515	70	
Abs Pay, Operators	33,230	61,074	34,744	(26,330)	38,218	(22,856)	
Abs Pay, Maint Admin		3,109	0	(3,109)	2,128	(981)	
Abs Pay, Serv Wrks	2,194	5,708	0	(5,708)	3,349	(2,359)	
Abs Pay, Mechanics	6,267	5,769	6,401	632	7,736	1,967	
Abs Pay, Bldg Maint	1,218	2,108	0	(2,108)	2,655	547	
Abs Pay, Cust Serv		2,033	0	(2,033)	2,281	248	
Abs Pay, Promotion	142	359	0	(359)		(359)	
Abs Pay, EE Services	6,169	1,155	0	(1,155)	2,029	874	
Abs Pay, Finance	216	2,564	0	(2,564)	3,045	481	
Abs Pay, Information Technology		0	0	0	1,808	1,808	
Abs Pay, Safety & Training		631	0	(631)	519	(112)	
Abs Pay, Gnl Admin		3,425	473	(2,952)	4,430	1,005	
Abs Pay, Planning		4,235	0	(4,235)	3,199	(1,036)	
Abs Pay, Procurement and Inventory		0	0	0	1,663	1,663	
Separation Pay		5,151	50,000	44,849	5,000	(151)	
COVID Abs Pay, Trans Admin	108	0	0	0	0	0	
COVID Abs Pay, Operators	20,514	0	0	0	0	0	
COVID Abs Pay, Serv Wrks	1,302	0	0	0	0	0	
COVID Abs Pay, Mechanics	1,799	0	0	0	0	0	
<b>Fringe benefits-paid time off Total</b>	<b>2,251,898</b>	<b>2,712,912</b>	<b>2,560,020</b>	<b>(152,892)</b>	<b>2,929,368</b>	<b>216,456</b>	<b>8.0%</b>

Account Description	FY 2022 Actual	FY 2023 Budget	FY 2023 Estimated Actual	Over (Under) FY 2023 Budget	FY 2024 Proposed Budget	Over (Under) \$ FY 2023 Budget	Over (Under) % FY 2023 Budget
<b>Services</b>							
Management Services	101,987	70,000	70,000	0	100,000	30,000	
Agency Fees/Public Info	50	0	0	0	0	0	
In-Service Monitoring		5,500	1,500	(4,000)	5,000	(500)	
Mobility Services	19,252	25,000	15,000	(10,000)	25,000	0	
Schedules/Graphics	34,061	100,000	57,380	(42,620)	75,000	(25,000)	
Promotions	114,634	170,000	110,670	(59,330)	170,000	0	
RECRUITMENT-OTHER	14,085	20,000	3,150	(16,850)	20,000	0	
Legal Fees	465,739	430,000	604,263	174,263	450,000	20,000	
Financial Services	9,450	12,500	12,500	0	12,500	0	
Auditor Fees	42,055	50,000	49,105	(895)	51,500	1,500	
Freight In/Out	7,592	7,500	6,943	(557)	7,500	0	
Bid/Hearing Notices		900	877	(23)	900	0	
Service Development		100,000	50,000	(50,000)	100,000	0	
Transport Printing/Repro	6,135	6,000	7,895	1,895	6,000	0	
Payroll Services	76,515	87,500	88,438	938	90,000	2,500	
Bank Service Charge-FRB	16,288	20,000	12,191	(7,809)	12,000	(8,000)	
Commuter Ck Processing Fee	163	300	188	(112)	3,000	2,700	
PAY+ PERS File Upload Expense	6,488	6,000	7,649	1,649	8,000	2,000	
SpecialPInng ReimbursableExp		0	0	0	445,880	445,880	
H/R APPLICANT BACKGr-ck	13,520	15,000	14,330	(670)	15,000	0	
Temporary Help-All-Dept	34,345	25,000	1,500	(23,500)	25,000	0	
SRV-Electric Bus Repair		50,000	15,552	(34,448)	75,000	25,000	
SVR, Diff's/Radiators	2,780	8,500	12,270	3,770	30,000	21,500	
SVR, Trans	61,852	44,000	200	(43,800)	44,000	0	
SVR, Upholstry/Glass		0	0	0	14,000	14,000	
SVR, Mach/HydrI/Tow	5,247	10,000	14,597	4,597	10,000	0	
SVR, Engine		156,000	1,440	(154,560)	125,000	(31,000)	
SVR, Body	58,402	96,000	26,996	(69,004)	100,000	4,000	
Emission Control Expense	7,020	62,500	6,698	(55,802)	85,000	22,500	
Support Veh Maintenance Exp	9,226	14,500	9,913	(4,587)	12,500	(2,000)	
IT Supplies/Replacement	5,439	10,000	4,157	(5,843)	105,000	95,000	
CleverDevice-MaintenanceService	261,544	278,000	299,326	21,326	299,000	21,000	
Office Equip Maint Service	15,059	28,000	11,745	(16,255)	28,000	0	
Bldg Maint Services	112,433	99,000	101,964	2,964	120,000	21,000	
Landscape Services	69,150	79,000	83,200	4,200	90,500	11,500	

Account Description	FY 2022	FY 2023	FY 2023	FY 2023	Over (Under)	FY 2024	Over (Under) \$	Over (Under) %
	Actual	Budget	Estimated Actual	Budget	FY 2023 Budget	Proposed Budget	FY 2023 Budget	FY 2023 Budget
IT Contracts	161,627	200,000	199,585	(415)	200,000	0	0	
Radio Maintenance Service		12,500	8,650	(3,850)	12,000	(500)	(500)	
Clipper Fees	75,702	100,000	95,886	(4,114)	110,000	10,000	10,000	
Contract Service Cleaning		3,600	500	(3,100)	3,600	0	0	
Waste Removal	19,419	21,000	23,997	2,997	21,000	0	0	
Hazardous Waste Handling	88,375	115,000	71,703	(43,297)	115,000	0	0	
Fire Monitoring	411	3,000	1,000	(2,000)	3,000	0	0	
Security Services	114,422	115,000	130,289	15,289	119,000	4,000	4,000	
Other Services	10,750	7,000	27,125	20,125	30,000	23,000	23,000	
SVR, Upholstry/Glass		6,000	(6,000)	(6,000)		(6,000)	(6,000)	
<b>Services Total</b>	<b>2,041,219</b>	<b>2,669,800</b>	<b>2,260,373</b>	<b>(409,427)</b>	<b>3,373,880</b>	<b>704,080</b>	<b>704,080</b>	<b>26.4%</b>
Materials and supplies								
Diesel Fuel	1,902,527	2,562,500	2,383,012	(179,488)	2,200,000	(362,500)	(362,500)	
Oil & Lubricants	85,442	88,000	98,185	10,185	94,000	6,000	6,000	
Gasoline	22,746	24,000	25,423	1,423	30,000	6,000	6,000	
Electric Trolley PG&E Utility	74,008	90,000	69,734	(20,266)	90,000	0	0	
Tires & Tubes	200,529	205,000	231,177	26,177	209,000	4,000	4,000	
Safety Supply	45	30,000	0	(30,000)	5,000	(25,000)	(25,000)	
Transport Supplies	10,105	14,000	13,610	(390)	14,000	0	0	
CLIPPER Relief Cards for EE's	75	0	0	0	500	500	500	
BART Relief Tickets		5,500	(5,500)	(5,500)		(5,500)	(5,500)	
CSS, Soaps	5,946	15,000	7,151	(7,849)	5,700	(9,300)	(9,300)	
CSS, Cleaning	11,281	45,000	13,290	(31,710)	15,000	(30,000)	(30,000)	
CSS, Safety	30,239	6,000	31,789	25,789	55,000	49,000	49,000	
CSS, Antifreeze	7,019	8,400	18,031	9,631	8,000	(400)	(400)	
CSS, Gasses	19,649	30,000	7,772	(22,228)	8,000	(22,000)	(22,000)	
Oil Analysis	8,250	600,000	8,250	(591,750)	8,500	(591,500)	(591,500)	
Equipment/Garage Supply	54,290	8,000	33,266	25,266	30,000	22,000	22,000	
Coach Repair Parts	741,850	4,500	526,229	521,729	625,000	620,500	620,500	
Shelter/Stop Supply	0	3,000	5,000	2,000	8,000	5,000	5,000	
Janitorial Supplies	26,509	1,000	30,270	29,270	30,000	29,000	29,000	
Lighting Supply		0	2,000	2,000	4,500	4,500	4,500	
Bldg Repair Supply	64,633	14,000	87,166	73,166	78,000	64,000	64,000	
Landscape Supply	329	9,000	1,000	(8,000)	2,500	(6,500)	(6,500)	
Tix, Pass, Transfers	1,482	0	0	0	3,000	3,000	3,000	
Office Supply, Outlets	423	3,000	500	(2,500)	500	(2,500)	(2,500)	



Account Description	FY 2022 Actual	FY 2023 Budget	FY 2023 Estimated Actual	Over (Under) FY 2023 Budget	FY 2024 Proposed Budget	Over (Under) \$ FY 2023 Budget	Over (Under) % FY 2023 Budget
Office Supply, PERS	2,128	2,000	4,083	2,083	3,000	1,000	
Ops Training Supply		25,000		(25,000)		(25,000)	
Office Supply Administration	19,796	0	22,128	22,128	24,000	24,000	
Office Supply, Maint	2,823	0	2,440	2,440	2,700	2,700	
Postage	9,169	0	8,572	8,572	9,000	9,000	
Obsolete Parts Write-Off	33,358	0	0	0		0	
Safety Contingency Plans		0	1,000	1,000	3,000	3,000	
Training Supplies	2,550	0	1,604	1,604	5,000	5,000	
Contract//Grants Supplies	1,660	0	258	258	2,000	2,000	
Office Supply-IC	3,699	0	5,429	5,429	5,000	5,000	
Shop Inventory Grant Expense		0	5,000	5,000	25,000	25,000	
Office Equipment			0	0	50,000	50,000	
CSS, Safety		7,000		(7,000)		(7,000)	
Equipment/Garage Supply		30,000		(30,000)		(30,000)	
Coach Repair Parts		50,000		(50,000)		(50,000)	
PARA COVID Bus Repair Parts		2,500		(2,500)		(2,500)	
Janitorial Supplies		3,000		(3,000)		(3,000)	
Bldg Repair Supply	0	2,500		(2,500)		(2,500)	
Office Supply, Outlets		5,000		(5,000)		(5,000)	
Office Supply, PERS		4,000		(4,000)		(4,000)	
Office Supply-Administration		15,000		(15,000)		(15,000)	
Training Supplies		500		(500)		(500)	
<b>Materials and supplies Total</b>	<b>3,342,563</b>	<b>3,912,400</b>	<b>3,643,368</b>	<b>(269,032)</b>	<b>3,652,900</b>	<b>(259,500)</b>	<b>-6.6%</b>
Utilities							
Gas and Electric	191,746	195,000	187,733	(7,268)	215,000	20,000	
Phone, Concord Bldg	52,163	40,000	40,867	867	48,000	8,000	
Water	34,745	29,500	33,398	3,898	34,000	4,500	
Cellular Phone	69,024	80,000	63,751	(16,249)	85,000	5,000	
<b>Utilities Total</b>	<b>347,677</b>	<b>344,500</b>	<b>325,748</b>	<b>(18,752)</b>	<b>382,000</b>	<b>37,500</b>	<b>10.9%</b>
Casualty and liability							
Physical Damage	85,144	131,250	131,250	0	150,938	19,688	
Property Premiums	38,490	44,625	44,625	0	51,319	6,694	
Other Premiums	33,652	42,000	42,000	0	48,300	6,300	
Liability Premiums	633,234	750,750	750,750	0	863,363	112,613	
Liability Losses	(2,462)	183,750	183,750	0	211,313	27,563	
<b>Casualty and liability Total</b>	<b>788,059</b>	<b>1,152,375</b>	<b>1,152,375</b>	<b>0</b>	<b>1,325,231</b>	<b>172,856</b>	<b>15.0%</b>

Account Description	FY 2022 Actual	FY 2023 Budget	FY 2023 Estimated Actual	Over (Under) FY 2023 Budget	FY 2024 Proposed Budget	Over (Under) \$ FY 2023 Budget	Over (Under) % FY 2023 Budget
<b>Taxes</b>							
Property Tax	8,772	11,000	11,000	0	10,000	(1,000)	
License/Registration	1,467	2,015	2,015	0	2,015	0	
Fuel Storage Tank Fee	11,670	14,000	14,000	0	14,000	0	
Use and Other Taxes	5,894	7,000	5,726	(1,274)	7,000	0	
Sales Tax	388,184	266,000	336,000	70,000	335,000	69,000	
<b>Taxes Total</b>	<b>415,987</b>	<b>300,015</b>	<b>368,741</b>	<b>68,726</b>	<b>368,015</b>	<b>68,000</b>	<b>22.7%</b>
<b>Purchased transportation</b>							
ALAMO CREEK SHUTTLE	129,882	137,000	140,712	3,712	150,091	13,091	
St. Mary's Shuttle Exp	33,529	48,000	33,882	(14,118)	47,460	(540)	
Contracted-CCC Hotel Transport	2,955	0	0	0	9,000	9,000	
Contracted-Meals on Wheels	54,775	0	0	0	0	0	
Contracted-School Distr Meals	403	0	0	0	0	0	
Contracted-CCC Hotel Trans Fue	1,044	0	0	0	0	0	
Contracted-Meals on Wheels Fue	3,215	0	0	0	0	0	
Contracted-School Meals Fuel	42	0	0	0	0	0	
COVID PPE for ParaTransit	0	6,000	(6,000)	(6,000)	0	(6,000)	
Purch PARA-CCC COVID Transport	(0)	9,000	(9,000)	(9,000)	0	(9,000)	
Purch PARA-Meals on Wheels	0	30,000	(30,000)	(30,000)	0	(30,000)	
Purch PARA-School Dist Meals	0	1,000	(1,000)	(1,000)	0	(1,000)	
Purch PARA-CCC COVID Fuel	(0)	0	0	0	0	0	
Purch PARA-School Meals Fuel	0	0	0	0	0	0	
<b>Purchased transportation Total</b>	<b>225,844</b>	<b>231,000</b>	<b>174,594</b>	<b>(56,406)</b>	<b>206,551</b>	<b>(24,449)</b>	<b>-10.6%</b>
<b>Contingency</b>							
Contingency		500,000		(500,000)	500,000	0	
<b>Contingency Total</b>		<b>500,000</b>		<b>(500,000)</b>	<b>500,000</b>	<b>0</b>	<b>0.0%</b>
<b>Miscellaneous</b>							
Business Expense, Trans		500	500	0	500	0	
Business Expense,AGM-Admi		2,000	2,000	0	2,000	0	
Business Expense, Finance	1,764	1,000	2,067	1,067	2,000	1,000	
Board Travel Expenses	7,717	25,000	17,366	(7,634)	25,000	0	
Staff Travel Expenses	60,910	75,000	100,000	25,000	100,000	25,000	
CTA Conference	16,000	16,500	16,000	(500)	16,500	0	
APTA Annual Dues	35,500	35,500	20,706	(14,794)	35,500	0	
Other Memberships	1,110	4,000	3,750	(250)	5,000	1,000	
Business Expense ,GM	703	3,000	3,000	0	3,000	0	

Account Description	FY 2022	FY 2023	FY 2023	FY 2023	Over (Under)	FY 2024	Over (Under)	Over (Under) %
	Actual	Budget	Estimated Actual	Budget	FY 2023 Budget	Proposed Budget	FY 2023 Budget	FY 2023 Budget
Training/Subs, Trans Admi	10,844	20,000	10,000	20,000	(10,000)	20,000	0	
Training/Subs, GM	1,009	4,000	3,628	4,000	(372)	4,000	0	
Miscellaneous Expenses		1,000	1,413	1,000	413	1,500	500	
COVID Misc Exp Trans Admin		0	30,000	0	30,000	0	0	
COVID Misc Exp, Operators		0	352,500	0	352,500	0	0	
COVID Misc Exp Maint Admin		0	7,500	0	7,500	0	0	
COVID Misc Exp, Mechanics		0	67,500	0	67,500	0	0	
COVID Misc Exp Building Maint		0	10,000	0	10,000	0	0	
COVID Misc Exp Customer Servic		0	12,500	0	12,500	0	0	
COVID Misc Exp Promotion		0	2,500	0	2,500	0	0	
COVID Misc Exp EE Services		0	2,500	0	2,500	0	0	
COVID Misc Exp Finance		0	7,500	0	7,500	0	0	
COVID Misc Exp General Admin		0	2,500	0	2,500	0	0	
COVID Misc Exp Planning		0	7,500	0	7,500	0	0	
Employee Functions-ALL	25,324	45,000	45,000	45,000	0	45,000	0	
Employee Awards/Pins	772	4,000	580	4,000	(3,420)	2,000	(2,000)	
EmployeeRetireGifts		1,000	500	1,000	(500)	1,000	0	
<b>Miscellaneous Total</b>	<b>161,652</b>	<b>237,500</b>	<b>729,010</b>	<b>237,500</b>	<b>491,510</b>	<b>263,000</b>	<b>25,500</b>	<b>10.7%</b>
Leases and rentals								
Radio Site Lease	53,163	51,000	41,945	51,000	(9,055)	53,500	2,500	
Eqpmnt Leases	4,169	9,000	15,222	9,000	6,222	15,000	6,000	
<b>Leases and rentals Total</b>	<b>57,332</b>	<b>60,000</b>	<b>57,167</b>	<b>60,000</b>	<b>(2,833)</b>	<b>68,500</b>	<b>8,500</b>	<b>14.2%</b>
<b>Fixed Route Total</b>	<b>31,747,880</b>	<b>37,722,799</b>	<b>35,635,199</b>	<b>37,722,799</b>	<b>(2,087,600)</b>	<b>40,208,222</b>	<b>2,485,423</b>	
<b>Paratransit</b>								
Wages								
Wages, Gnl Admin	294,077	286,622	300,637	286,622	14,015	319,835	33,213	
<b>Wages Total</b>	<b>294,077</b>	<b>286,622</b>	<b>300,637</b>	<b>286,622</b>	<b>14,015</b>	<b>319,835</b>	<b>33,213</b>	<b>11.6%</b>
Fringe benefits								
FICA, Gnl Admin	4,750	4,601	5,187	4,601	586	5,742	1,141	
PERS-RET, Gnl Admin	33,956	35,259	42,328	35,259	7,069	59,402	24,143	
Medical, General Admin	37,220	26,345	44,808	26,345	18,463	61,382	35,037	
Dental, General Admin	4,761	3,255	5,271	3,255	2,016	7,343	4,088	
Life, Gnl Admin	2,511	1,974	2,977	1,974	1,003	3,366	1,392	
SUI, Gnl Admin	749	348	882	348	534	1,980	1,632	
WC, Gnl Admin		5,250	0	5,250	(5,250)	25,741	20,491	
Sick, Gnl Admin	9,010	6,684	9,651	6,684	2,967	20,137	13,453	

Account Description	FY 2022	FY 2023	FY 2023	FY 2023	Over (Under)	FY 2024	Over (Under) \$	Over (Under) %
	Actual	Budget	Estimated Actual	Budget	FY 2023 Budget	Proposed Budget	FY 2023 Budget	FY 2023 Budget
Holiday, Gnl Admin	14,315	9,698	20,759	11,061	11,061	19,801	10,103	
Vacatr, Gnl Admin	13,408	12,061	17,633	5,572	5,572	23,959	11,898	
Abs Pay, Gnl Admin		0	7,706	7,706	7,706	1,980	1,980	
CafeteriaPlan-GenAdmin	33,890	26,268	39,962	13,694	13,694		(26,268)	
<b>Fringe benefits Total</b>	<b>154,571</b>	<b>131,743</b>	<b>197,162</b>	<b>65,419</b>	<b>65,419</b>	<b>230,831</b>	<b>99,088</b>	<b>75.2%</b>
<b>Services</b>								
Legal Fees	28,919	25,000	27,013	2,013	2,013	25,000	0	
Bank Service Charges		500	500	0	0	500	0	
Bldg. Maintenance Services	645	1,500	640	(860)	(860)	1,500	0	
Software Maint Services	53,969	63,000	69,184	6,184	6,184	70,000	7,000	
Radio Maintenance Service	5,929	6,000	8,424	2,424	2,424	12,000	6,000	
Other Services	135	0	0	0	0		0	
<b>Services Total</b>	<b>89,597</b>	<b>96,000</b>	<b>105,761</b>	<b>9,761</b>	<b>9,761</b>	<b>109,000</b>	<b>13,000</b>	<b>13.5%</b>
<b>Materials and supplies</b>								
Tix, Pass, Transfers	423	0	0	0	0		0	
Office Supply, P/T	164	4,000	2,000	(2,000)	(2,000)	4,000	0	
<b>Materials and supplies Total</b>	<b>586</b>	<b>4,000</b>	<b>2,000</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>4,000</b>	<b>0</b>	<b>0.0%</b>
<b>Utilities</b>								
Gas & Electric	25,831	26,000	24,860	(1,140)	(1,140)	27,000	1,000	
Cell Phone-Paratransit	15,559	13,000	16,701	3,701	3,701	30,000	17,000	
<b>Utilities Total</b>	<b>41,390</b>	<b>39,000</b>	<b>41,561</b>	<b>2,561</b>	<b>2,561</b>	<b>57,000</b>	<b>18,000</b>	<b>46.2%</b>
<b>Liability</b>								
Property Premiums	6,792	8,400	8,400	0	0	9,000	600	
Liability Premiums	7,182	8,505	8,505	0	0	9,000	495	
<b>Liability Total</b>	<b>13,974</b>	<b>16,905</b>	<b>16,905</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>1,095</b>	<b>6.5%</b>
<b>Purchased transp - for partners</b>								
ADA Purchased PARA-LAVTA Costs	1,134,552	1,770,634	1,303,782	(466,852)	(466,852)	1,320,000	(450,634)	
ADA Purchase One Seat-LAVTA	12,505	16,362	572,569	556,207	556,207	500,000	483,638	
ADA Purchase One Seat-TriDelta	120,164	136,198	(136,198)	(136,198)	(136,198)		(136,198)	
ADA Purchase One Seat-WestCAT	10,059	10,398	(10,398)	(10,398)	(10,398)		(10,398)	
ADA Purchase One Seat-East Bay	1,250	0	0	0	0		0	
ADA Purch. One Seat-LAVTA Fuel	9,456	1,701	104,924	103,223	103,223	100,000	98,299	
ADA Purch 1 Seat-TriDelta Fuel	14,584	14,125	(14,125)	(14,125)	(14,125)		(14,125)	
ADA Purch 1 Seat-WestCat Fuel	1,993	2,101	(2,101)	(2,101)	(2,101)		(2,101)	
ADA Purch 1 Seat-East Bay Fuel	223	0	0	0	0		0	
<b>Purchased transp - for partners Total</b>	<b>1,304,787</b>	<b>1,951,519</b>	<b>1,981,275</b>	<b>29,756</b>	<b>29,756</b>	<b>1,920,000</b>	<b>(31,519)</b>	<b>-1.6%</b>

Account Description	FY 2022	FY 2023	FY 2023	Over (Under)	FY 2024	Over (Under) \$	Over (Under) %
	Actual	Budget	Estimated Actual	FY 2023 Budget	Proposed Budget	FY 2023 Budget	FY 2023 Budget
Purchased transportation							
COVID PPE for ParaTransit	5,237	0		0		0	
PURCHASED PARATRANSIT	4,922,816	5,905,134	5,900,000	(5,134)	6,490,000	584,866	
ADA-Purchased Transportation	3,699	8,600	0	(8,600)	0	(8,600)	
Other Purchased Trans Expense		1,000	1,000	0	1,000	0	
ADA Purch Choice in Aging CCCT	28,489	300,000	223,839	(76,161)	300,000	0	
ParaTransit SIP	94,596	60,000	0	(60,000)	0	(60,000)	
ADA Purchased One Seat-CCCTA	143,997	58,358	73,290	14,932		(58,358)	
PURCHASED PARATRANSIT FUEL	409,630	665,109	567,680	(97,429)		(665,109)	
ADA-Purchased Transport Fuel	6,150	13,977	0	(13,977)		(13,977)	
ADA Purch. One Seat-CCCTA Fuel	36,259	34,728	43,536	8,808		(34,728)	
<b>Purchased transportation Total</b>	<b>5,650,873</b>	<b>7,046,906</b>	<b>6,809,345</b>	<b>(237,561)</b>	<b>6,791,000</b>	<b>(255,906)</b>	<b>-3.6%</b>
Miscellaneous							
Training/Subs, Paratransi		10,000	0	(10,000)	10,000	0	
Miscellaneous Exp	18,516	10,000	8,957	(1,043)	10,000	0	
<b>Miscellaneous Total</b>	<b>18,516</b>	<b>20,000</b>	<b>8,957</b>	<b>(11,043)</b>	<b>20,000</b>	<b>0</b>	<b>0.0%</b>
<b>Paratransit Total</b>	<b>7,568,371</b>	<b>9,592,695</b>	<b>9,463,602</b>	<b>(129,093)</b>	<b>9,469,667</b>	<b>(123,028)</b>	
<b>Grand Total</b>	<b>39,316,251</b>	<b>47,315,494</b>	<b>45,098,801</b>	<b>(2,216,693)</b>	<b>49,677,889</b>	<b>2,362,395</b>	<b>5.0%</b>

**RESOLUTION NO. 2023-043**

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

**ADOPTION OF FINAL FISCAL YEAR 2024 OPERATING AND CAPITAL BUDGET  
IN THE AMOUNT OF \$56,188,889**

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 Financial Officer have prepared and presented to the Board of Directors a proposed final Operating Budget for Fiscal Year 2024 in the amount of \$49,677,889, which sets forth projected revenues and expenses associated with CCCTA's operating and maintenance program; and

WHEREAS, the General Manager and Chief Financial Officer have prepared and presented a proposed final Capital Budget for Fiscal Year 2024 in the amount of \$6,511,000.

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 2024, 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 15th day of June 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Amy Worth, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** 06/01/2023

**From:** Marcel Longmire, Director of Maintenance

**Reviewed by:** *Ref*

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**SUBJECT: Battery Electric Bus Report**

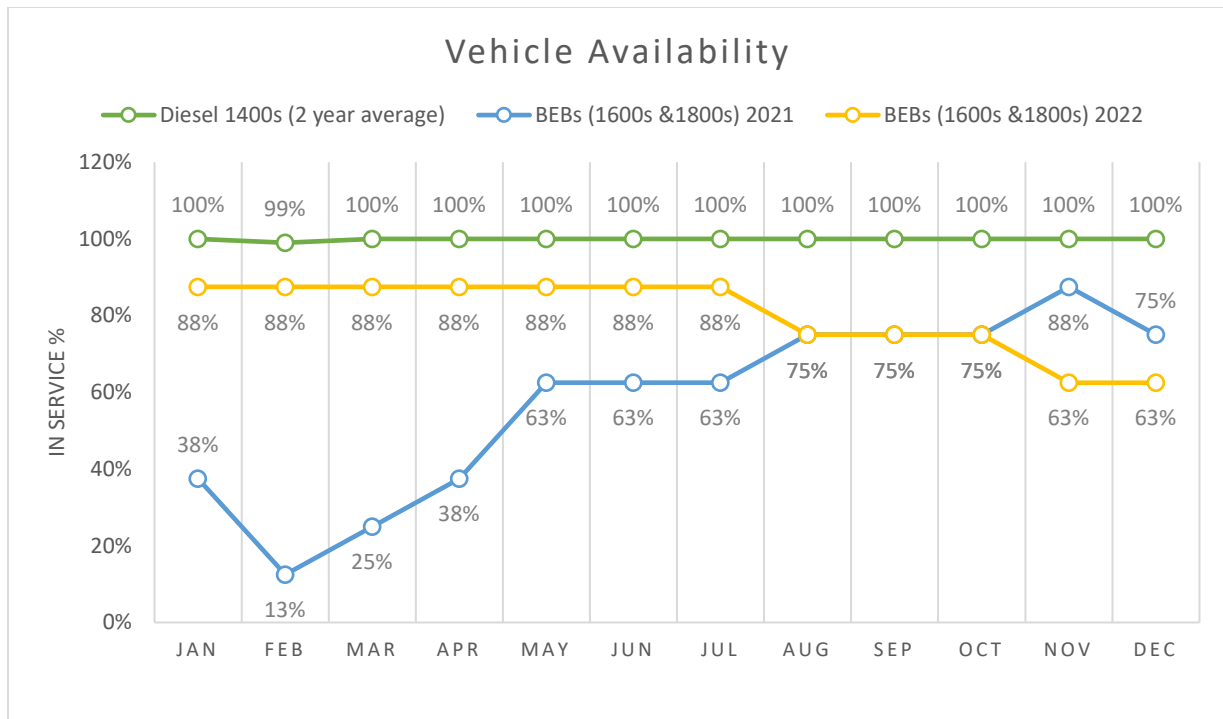
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### **Background:**

County Connection has received two federal grants, the 2012 Clean Fuel Grant and the 2016 Low/No Grant, to purchase eight battery electric buses (BEBs) and the necessary charging infrastructure. All eight BEBs operate in Walnut Creek on Routes 4 and 5. Two inductive chargers were installed at the Walnut Creek BART Station to support the continuous operations on these two routes. The BEBs have travelled close to 360,000 service miles since January 1, 2017. This memo provides a comparison a comparison between the electric bus fleet and the 1400-series diesel bus fleet.

### **Maintenance and Operations:**

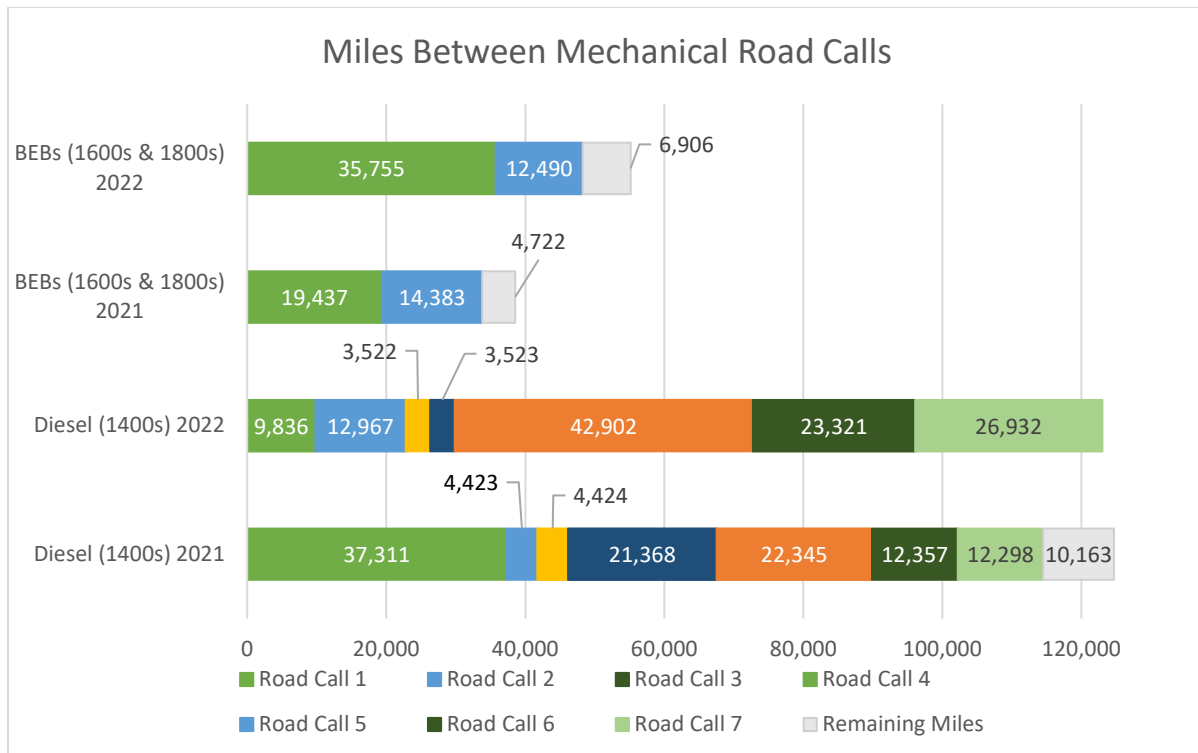
As of January 2022, the electric bus availability averaged 80% up from 57% in 2021. The bus availability for the 1400-series diesel fleet was a remarkable 100% up from 98% in 2021. For the BEBs, parts availability and battery issues are still a major problem. Over the past couple of months, the BEBs ran into an issue dealing with a shortage of electronic components that has also been an industry wide problem. The vehicle availability chart on the next page tracks the annual change for the diesel and electric bus fleets.



Depot charging has also been a problem since the electric buses went into service in 2016. The biggest problem with our depot plug-in chargers was the lack of support we received from our vendor, EFACEC. The issue came to a head midway through 2021, at this point EFACEC stopped supporting their product altogether leaving us without a depot charger. With creative planning and scheduling we have been able to continue our electric bus service with just the two inductive WAVE chargers located at Walnut Creek BART. This required extensive coordination between dispatch, operators, and our maintenance department to ensure the BEBs were sufficiently charged at the beginning and end of each day. As a long-term solution, staff procured purchased two 50kW inductive WAVE chargers, which are being installed at our bus yard. These inductive charges will provide for the redundancies we previously had with the EFACEC depot chargers.

The average miles between mechanical road calls for BEBs increased from 26,500 miles in 2021 to 27,500 miles in 2022. The 1400-series diesel fleet, on the other hand, saw a decrease in the average miles between mechanical road calls, from 18,000 miles in 2021 to 17,500 miles in 2022. In 2021 and 2022, the 1400-series diesel fleet had seven road calls, compared to two road calls for the BEBs.

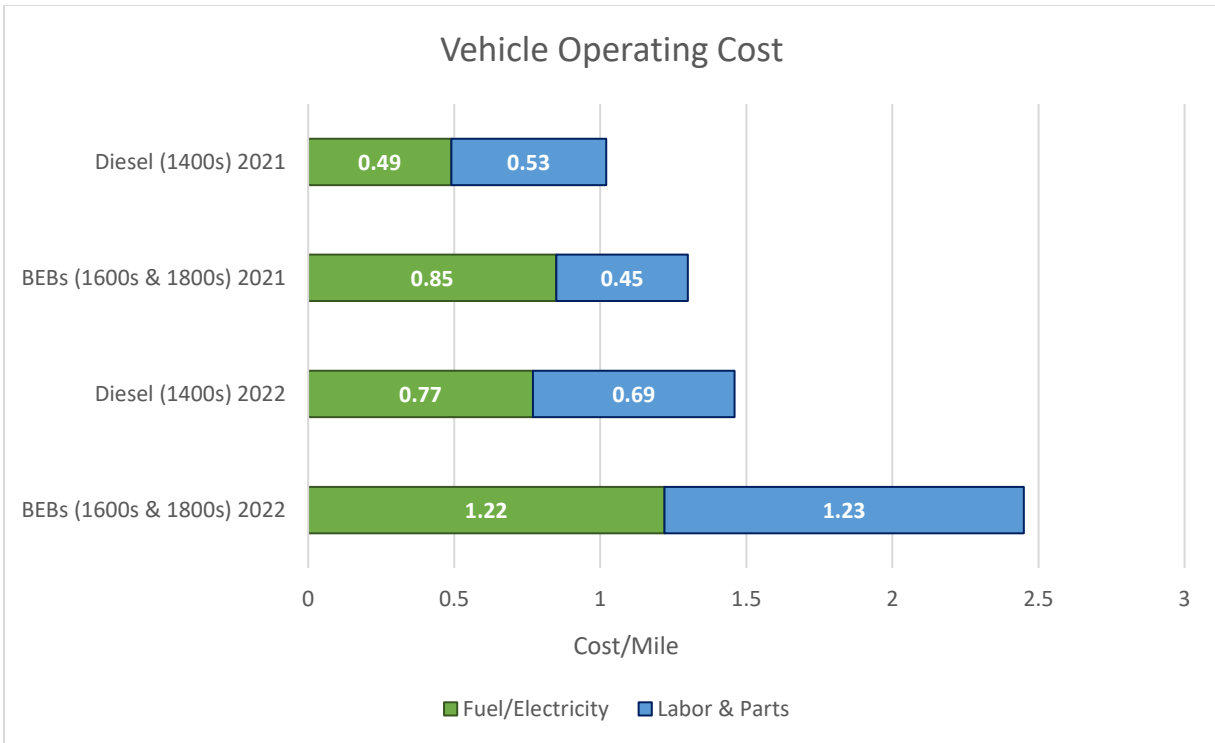




**Cost to Operate:**

As we all know, electricity rates continue to rise. This carries over to the cost of operating the BEBs. Between January 1, 2022, and December 31, 2022 the total electricity cost to operate the eight buses was about \$68,000 compared to \$62,000 in 2021.

The average energy cost per mile for battery-electric buses (BEBs) increased from \$0.86 in 2021 to \$1.22 in 2022.. The cost of diesel fuel for the 1400-series diesel fleet also increased, from \$0.49 per mile in 2021 to \$0.77 per mile in 2022. This was due to the rising cost of diesel fuel. The total cost per mile inclusive of labor and parts was \$2.45 per mile for the BEBs and \$1.46 per mile for the 1400-series diesel fleet. One of the big reasons for the extreme jump in the price for the BEBs (\$1.30 per mile in 2021) is that the BEBs are now out of warranty. Two major repairs, one being \$14,287.10 for a battery sub-pack. This sub-pack is just one of fourteen that are on each of the BEBs. The other major repair was replacing the main computer module for the battery management system at a cost of \$16,500. We expect the cost to maintain the BEB fleet will continue to rise now that the BEBs are out of warranty.



**Conclusion:**

Rising electricity costs and supply chain concerns continue to be a problem with the BEBs. The extremely high cost of the major components on the BEB fleet will be a big issue moving forward. Although grants were used to purchase the BEB fleet, the high cost of repair once the fleet is out of warranty is already being felt. The total cost per mile inclusive of labor and parts jumped \$1.15 in just one year.

In addition, staff expect that within the next few years all the battery packs will have to be replaced.

**Financial Implications:**

Ongoing maintenance.

**Recommendation:**

None

**Action Requested:**

None, for information only.

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** 06/08/2023

**From:** Rashida Kamara, Director of ADA & Special Services

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**SUBJECT:** Appointment to Advisory Committee Representing Martinez

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**Background:**

On May 17, 2023, the City of Martinez appointed Robert Kaplan to serve on County Connection's Advisory Committee as the primary member representing the Contra Costa County. This appointment will expire May 31, 2025.

**Financial Implications:**

None

**Recommendation:**

Staff recommends Board approval of the appointment of Robert Kaplan as the representative for the City of Martinez on County Connection's Advisory Committee.

**Action Requested:**

Staff requests the appointment of Robert Kaplan be approved by the Board, effective July 1, 2023, through May 31, 2025.

**Attachments:**

Attachment 1: The City of Martinez Citizen's interest form-R. Kaplan

Attachment 2: Resolution NO. 051-23 of the City Council of the City of Martinez- May 17, 2023



**CITY OF MARTINEZ  
CITIZEN INTEREST FORM**

For City Use Only	
Date Interviewed	____/____/____
Letter/FPPC	____/____/____
Commission	_____
Appointed	_____
Reso Number	_____

Date: \_\_\_\_\_

**PERSONAL DATA**

NAME <b>Robert Kaplan</b>		HOME PHONE	CELL PHONE <b>925-642-5828</b>
RESIDENCE ADDRESS (STREET, CITY) <b>22 Meleean Lane Martinez</b>		E-MAIL ADDRESS <b>rob_kaplan1@yahoo.com</b>	
RESIDENT OF CONTRA COSTA COUNTY SINCE:	<b>1986</b>	RESIDENT OF THE CITY OF MARTINEZ SINCE:	<b>1989</b>
BUSINESS NAME (IF ANY) <b>P</b>	BUSINESS ADDRESS		BUSINESS PHONE
EDUCATION	<input checked="" type="checkbox"/> DEGREE <b>MBA-St Marys</b> <input type="checkbox"/> VOCATIONAL / TRAINING _____ <input type="checkbox"/> OTHER _____		

**EMPLOYMENT**

PRESENT EMPLOYER (OR LAST) <b>Alta Cycling Group</b>	POSITION / OCCUPATION <b>VP Sales</b>	LENGTH OF EMPLOYMENT <b>20 years</b>
IF YOU ARE CURRENTLY SERVING ON A COMMISSION OR HAVE PREVIOUSLY SERVED ON A PUBLIC BODY, PLEASE INDICATE THE AGENCY:		

QUALIFICATIONS FOR APPOINTMENT OR REASONS FOR APPLICATION  
**Longtime cycling industry professional. Active with People For Bikes (National Bicycle Advocacy Organization). Family business - Play It Again Sports-Concord (now owned by Daughter and Son in law). Very interested in helping to transform our community to more walk/ride friendly.**

**IN ORDER OF PREFERENCE, CHOOSE WHICH COMMISSION/COMMITTEE YOU WOULD LIKE TO SERVE**

_____ Cemetery Commission	_____ Veterans Commission
_____ Civil Service Commission	_____ Planning Commission
_____ Design Review Committee	<b>X</b> Parks, Recreation, Marina & Cultural Commission (PRMCC)
_____ Oversight Committee	<b>X</b> Other <b>Transportation</b>

**REFERENCES**

*Provide at least two individuals who are local residents qualified to comment and that are not connected officially with the City of Martinez*

NAME <b>Christy Kaplan</b>	ADDRESS <b>22 Meleean lane Martinez</b>	PHONE <b>925-360-7752</b>
NAME <b>Kayli Bordak</b>	ADDRESS <b>1155 Breckenridge Martinez</b>	PHONE <b>925-3229198</b>
NAME	ADDRESS	PHONE

**Robert Kaplan**

*Type Name to Sign Form*

Print Form

Email Form

*If printing, mail or fax completed forms to:*

**CITY CLERK - City of Martinez  
525 Henrietta Street, Martinez, CA 94553  
Fax: (925) 229-5012**

## RESOLUTION NO. 051-23

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARTINEZ APPROVING NEW APPOINTMENTS TO VARIOUS COMMISSIONS AND COMMITTEES

**WHEREAS**, the Martinez City Council has adopted Ordinances which provide for the appointment of members to the City of Martinez Commissions and Committees (“Advisory Body”) by the Mayor with the confirmation of the City Council; and

**WHEREAS**, there are vacant seats in the Civil Service Commission, Measure D Citizens Oversight Committee, Measure H Citizens Oversight Committee, PRMCC, Planning Commission, CCCTA Advisory Committee and Veterans Commission, as the previous incumbents of these seats had unscheduled departures or do not seek re-appointment; and

**WHEREAS**, Martinez citizens had expressed their interest in serving on an Advisory Body and have submitted applications for consideration; and

**WHEREAS**, the Mayor considered these applications and proposes appointing the following citizens as members according to the laws, ordinances, and regulations governing each Advisory Body:

- Deb Mackey - Civil Service Commission (alternate)
- Emma Holcombe - Civil Service Commission (alternate)
- Ben Therriault - Civil Service Commission (alternate)
- Yasmin Zand - Measure D Citizens’ Oversight Committee
- Logan Campbell - Measure D Citizens’ Oversight Committee
- Lorena Castillo - Measure H Citizens’ Oversight Committee
- Noe Torres - Measure H Citizens’ Oversight Committee
- John Klopp - Measure H Citizens’ Oversight Committee
- Paul Sonnikson - Measure H Citizens’ Oversight Committee
- Jenna Ebert - Measure H Citizens’ Oversight Committee
- Kylie Long - Parks, Recreation, Marina and Cultural Commission
- Max Godino - Parks, Recreation, Marina and Cultural Commission
- Rochelle Johnson - Planning Commission
- Joseph Evans - Planning Commission
- Robert Kaplan - CCCTA Advisory Committee

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Martinez hereby confirms the Mayor’s new appointments as members to the City of Martinez Advisory Bodies according to the laws, ordinances, and regulations governing said Advisory Bodies, to the terms listed below:


- Deb Mackey – Term expiring May 31, 2027

- Emma Holcombe - Term expiring May 31, 2027
- Ben Therriault - Term expiring May 31, 2027
- Yasmin Zand - Term expiring April 30, 2024
- Logan Campbell - Term expiring May 31, 2025
- Lorena Castillo - Term expiring May 31, 2025
- Noe Torres - Term expiring May 31, 2025
- John Klopp - Term expiring May 31, 2025
- Paul Sonnikson - Term expiring May 31, 2025
- Jenna Ebert - Term expiring May 31, 2025
- Kylie Long - Term expiring June 30, 2024
- Max Godino - Term expiring May 31, 2027
- Rochelle Johnson - Term expiring June 30, 2026
- Joseph Evans - Term expiring June 30, 2024
- Robert Kaplan - Term expiring May 31, 2025

\* \* \* \* \*

**I HEREBY CERTIFY** that the foregoing is a true and correct copy of a resolution duly adopted by the City Council of the City of Martinez at a Regular Meeting of said Council held on the 17<sup>th</sup> day of May, 2023, by the following vote:

- AYES: Councilmembers Jay Howard, Satinder S. Malhi, Debbie McKillop;  
Vice Mayor Mark Ross, Mayor Brianne Zorn
- NOES: None
- ABSTAIN: None
- ABSENT: None

  
 RICHARD G. HERNANDEZ, CITY CLERK  
 CITY OF MARTINEZ