

# County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

countyconnection.com

## ADMINISTRATION & FINANCE COMMITTEE MEETING AGENDA

Wednesday, May 1, 2024  
2:00 p.m.

County Connection Administration Office  
2477 Arnold Industrial Way  
3<sup>rd</sup> Floor Conference Room  
Concord, CA 94520

The committee may take action on each item on the agenda, even items that are listed as “information only”. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the committee.

1. Approval of Agenda
2. Public Communication
3. Approval of Minutes of April 3, 2024\*
4. Regional Measure 3 (RM3) – FY 2023-24\*  
(Staff requests that the A&F Committee forward the proposed RM3 project funding allocation to the Board for approval.)
5. CCCTA Board Member Meeting Attendance Compensation\*  
(Staff will bring information to facilitate a discussion regarding Board member compensation.)
6. Review of Updates to Fiscal Year 2025 Draft Budget and Forecast (Information Only)
7. Review of Vendor Bills, April 2024\*\*
8. Approval of Legal Services Statement, February 2024 General and February 2024 Labor\*\*
9. Next Scheduled Meeting – Wednesday, June 5, 2024
10. Adjournment

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\*Enclosure

\*\*Enclosure for Committee Members

\*\*\*To be mailed under separate cover

\*\*\*\*To be available at the meeting.

FY2023/2024 A&F Committee

Laura Hoffmeister-Concord, Renata Sos-Moraga, Sue Noack-Pleasant Hill

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

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

## General Information

Public Comment: If you wish to address the committee, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the committee 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 committee to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a committee member or a member of the public prior to when the committee votes on the motion to adopt.

Availability of Public Records: All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be made available for public inspection by posting them to County Connection's website at [www.countyconnection.com](http://www.countyconnection.com). 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:	May 16, 9:00 a.m., County Connection Board Room 2477 Arnold Industrial Way, Concord, CA 94520
Administration & Finance:	Wednesday, June 5, 2:00 p.m. County Connection Administrative Offices, 2477 Arnold Industrial Way, Concord, CA
Advisory Committee:	TBA. Location TBD
Marketing, Planning & Legislative:	Thursday, May 2, 8:30 a.m., Supervisor Andersen Office 3338 Mt. Diablo Blvd, Lafayette, CA
Operations & Scheduling:	Wednesday, May 1, 8:00 a.m., Supervisor Andersen Office 3338 Mt. Diablo Blvd, Lafayette, CA

**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.**

**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**

### Summary Minutes Administration & Finance Committee

County Connection Administration Office  
2477 Arnold Industrial Way  
3<sup>rd</sup> Floor Conference Room  
Concord, CA 94520

Wednesday, April 3, 2024, 1:30 p.m.

**Directors:** Renata Sos, Sue Noack, Laura Hoffmeister  
**Staff:** Bill Churchill, Amber Johnson, Melody Reeb, Karol McCarty  
**Public:** None

**Call to Order:** Meeting called to order at 1:35 p.m. by Director Sos.

#### 1. Approval of Agenda

The Committee approved the agenda.

#### 2. Public Communication

None.

#### 3. Approval of Minutes of March 6, 2024

The Committee approved the minutes.

#### 4. Proposed Updates to Board-Adopted Policy Regarding Reserves

Ms. Johnson reported that the existing Reserve policy dates back to 1987 and focuses on Transportation Development Act (“TDA”) funds held by Metropolitan Transportation Commission (“MTC”). The existing policy was crafted when CCCTA was reliant on federal operating grants for daily operations and the policy was lacking in parameters for reserve level targets and reserve types.

The Authority has historically treated TDA funds as the “revenue of last resort” meaning that other revenue sources were applied against expenditures before TDA funds from MTC. During the pandemic, COVID grants were used before TDA, so this resulted in a healthy amount of excess TDA funds.

The draft Reserve policy recommends discretionary revenue sources of advertising revenue and interest income not be applied to expenditures before claiming TDA funds from MTC. It further defines “Operating and Capital Reserve” as being both excess TDA revenue as well as discretionary

revenue with a target balance of three months' operating expenditures (25% of the operating budget). Use of the reserve is authorized during periods of declining revenue or slower-than-anticipated revenue growth to sustain the Authority's operations until service is reestablished. Also, one-time capital projects could be funded with these reserves.

The draft policy language also includes mention of the Safe Harbor Lease Reserve (from 1983) and amounts reserved in liability accounts for self-insured, Workers' Comp and General Liability claims.

Director Sos recommended several edits to the draft policy language which will be incorporated before forwarding the final version to the Board of Directors to adopt Reserve Policy #06.02.

## **5. Review of Fiscal Year 2025 Proposed Draft Budget and Forecast**

Ms. Johnson's single-year forecast was presented for fiscal year 2025 (FY 2025) Operating and Capital Budget draft which correlates to a timely Transportation Development Act (TDA) claim filed with the Metropolitan Transportation Commission (MTC).

The FY 2025 Budget proposes \$54.7 million in operational expenses for fixed route and paratransit services which is a 10.1% increase over the current year and allows for existing levels of fixed route service to continue. An additional \$9.9 million is proposed in capital expenditures relating to vehicle replacements and significant, multi-year facility upgrades (funded by Federal Section 5307 and TDA capital funds).

In anticipation of adoption of the new Reserve policy, the proposed budget also incorporates the transfer of discretionary reserves (advertising revenue and interest income) to a reserve account. Hence, Operating Revenues are projected to exceed expenditures by the amount of discretionary revenues being held in reserves.

Operating Expenses assume that ridership will continue to improve and that recruitment efforts to fill vacant Operator positions will be successful, resulting in an overall increase in expenditures when compared to the current year.

Capital Expenditures include the replacement of ten big buses and three paratransit vehicles in addition to replacing six non-revenue vehicles and adding one non-revenue vehicle to the mobile lobby. These procurements will likely be 80% federal funding matched with TDA capital funds. The facility maintenance and modernization projects include fuel tank replacement, replacing five hydraulic lifts in the shop, concrete pad repairs, expansion of the upper parking lot and elevator improvements in both buildings.

The Committee recommends that this draft FY 2025 Budget be forwarded to the Board of Directors for review and approval.

## **6. 2024-26 BART Bus Bridges**

Ms. Reeb reported that CCCTA has provided bus bridges to the Bay Area Rapid Transit (BART) agency for over 20 years. Recently, BART has been conducting infrastructure work that suspends service

between various stations and has been scheduling work between April 2024 and December 2026. Per the agreement, BART will cover all costs associated with any bus bridge, and staff are coordinating schedules to support the requested dates in 2024.

Staff requests that the Committee forward the 2024-26 BART Bus Bridge agreement to the Board of Directors for approval and to authorize the General Manager to execute an agreement with BART.

**7. Review of Vendor Bills, March 2024**

The Committee reviewed the vendor bills for March 2024.

**8. Approval of Legal Services Statement, January 2024 General and January 2024 Labor**

The Committee approved the legal services statement, January 2024 General plus January 2024 Labor.

**9. Next Scheduled Meeting**

The next meeting was scheduled for Wednesday, May 1<sup>st</sup> at 2:00p.m.

**10. Adjournment**

The meeting was adjourned at 2:07 p.m.

Minutes prepared and submitted by: Karol McCarty, Manager of Accounting

## INTER OFFICE MEMO

**To:** Administration and Finance Committee

**Date:** 04/25/2024

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

**Reviewed by:** WC.

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**SUBJECT: Regional Measure 3 (RM3) – FY 2023-24**

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### **Background:**

Regional Measure 3 (RM3) raised tolls on the Bay Area's state-owned bridges starting in 2019. Following the dismissal of legal challenges in January 2023, the Metropolitan Transportation Commission (MTC) began allocating funds to eligible projects identified in the RM3 Expenditure Plan, which included funding for express bus services in the nine bay area counties, with project selection determined by MTC. For fiscal year 2023-24, MTC has allocated \$22,630 in RM3 operating revenues to be utilized on express bus services.

### **RM3 Funding Request:**

The RM3 policies and procedures guidelines require each recipient agency to submit a funding request package that includes a Board-adopted resolution that affirms the funds will be spent in compliance with the RM3 Expenditure Plan. Typically, the Authority brings one authorizing resolution for the group of major funding sources that are administered by MTC: Transportation Development Act (TDA), State Transit Assistance (STA) and Regional Measure 2 (RM2) funds. However, since legal challenges prevented fiscal year 2023-24 RM3 funds from being allocated in a timely manner, a separate resolution is now required to obtain these funds. The Authority's legal counsel is drafting the resolution to be presented at the full Board of Directors meeting this month. A sample version is attached for reference.

Going forward, RM3 will be included in this one authorizing resolution, and a separate resolution will not be necessary. The fiscal year 2024-25 resolution including TDA, STA, RM2 and RM3 funding sources was approved by the Board last month.

### **Financial Implications:**

Adoption of the resolution will permit the Authority to receive \$22,630 in RM3 operating revenues.

### **Recommendation:**

Staff recommends that the A&F Committee support the adoption of an authorizing resolution for FY 2023-24 RM3 funds.

**Action Requested:**

Staff requests that the A&F Committee forward a recommendation to the Board of Directors to approve the FY 2023-24 Regional Measure 3 Operating Board Resolution.

**Attachments:**

None.

## INTER OFFICE MEMO

**To:** Administration & Finance Committee

**Date:** 04/25/2024

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

**Reviewed by:** *W.C.*

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**SUBJECT: CCCTA Board Member Meeting Attendance Compensation**

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### Background:

At the March 2024 meeting of the Board of Directors, Board Chair Tatzin asked the A&F Committee to investigate what other agencies are paying their board members for attending committee meetings and board meetings. According to the bylaws, CCCTA currently pays its Directors compensation of \$100 per meeting, for a maximum of \$200 per month. This policy was most recently updated in 2007. Prior to this, Directors received a \$100 per diem stipend that was not considered to be compensation.

### Research:

Staff reached out to neighboring transit authorities for their Director compensation structure. The results of this informal survey are as follows:

Agency	Summary	Updated
LAVTA	\$150 per meeting, no maximum. Directors typically attend 2 meetings per month for a total of \$300.	2023
Tri-Delta	\$100 per meeting, no maximum. Directors typically attend 1 meeting per month for a total of \$100.	2003
WestCAT	No compensation.	N/A

CCCTA's legal team provided the following information about Director compensation of certain larger transit districts and authorities in California.

Agency	Statute	Summary	Updated
SamTrans	PUC § 103113	\$100 per each Board and committee meeting, not to exceed \$400/mo., plus expenses	1999, AB 1650
GGBHTD	S&HC § 27149	\$50 for each board and committee meeting, not to exceed \$5,000/year, or \$7,500 for Board president	



<b>Agency</b>	<b>Statute</b>	<b>Summary</b>	<b>Updated</b>
AC Transit	PUC § 24908	\$1,000 per calendar month of service, minus \$100 per missed committee meeting. If member does not attend all Board meetings in a month, total compensation is \$100 per Board and committee meeting, up to \$500.	2007, AB 490. Attendance requirement added by SB 1318 (2010)
BART	PUC § 28748.8	\$1,000 per calendar month of service, minus \$100 per missed committee meeting. If member does not attend all Board meetings in a month, total compensation is \$100 per Board and committee meeting, up to \$500.	2007, AB 490
SCMTD	PUC § 98104	Actual and necessary expenses in performance of duties, including meetings, up to \$100, not to exceed \$400/mo.	2019, AB 1089
VTA	PUC § 10063	\$100 per meeting or day of work, up to 6 days/mo., plus expenses.	1994, AB 2442
SacRT	PUC § 102106	\$100 per meeting at up to four noticed meetings of the Board, plus travel expenses.	2006, AB 2137
SDMTS	PUC § 90242	\$50 per Board meeting or day of work, up to \$200/mo.	N/A
SJRTD	PUC § 50087	\$50 per Board meeting, up to \$100/mo., plus travel expenses.	1991, SB 791

**Financial Implications:**

To be determined, based on feedback from A&F Committee.

**Recommendation:**

Staff recommends the Committee discuss the current Board of Directors compensation structure.

**Action Requested:**

None, for discussion only.

**Attachments:**

Attachment 1: CCCTA Bylaws, as amended

**BYLAWS**  
**of the**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

**I. AUTHORITY, NAME, AND PRINCIPAL OFFICES**

The City of Clayton, the City of Concord, the County of Contra Costa, the City of Danville, the City of Lafayette, the City of Martinez, the City of the Town of Moraga, the City of Pleasant Hill, the City of San Ramon, and the City of Walnut Creek (hereinafter “members,” “member jurisdictions,” or cognate terms), have formed a joint powers agency, the Central Contra Costa Transit Authority (hereinafter “Authority”), under the California Joint Exercise of Powers Act, Government Code Sections 6500, et seq. The principal offices of AUTHORITY shall be located at 1990 North California Boulevard, Suite 520, Walnut Creek, California, or at such other locations as AUTHORITY shall from time to time designate.

**II. PURPOSES AND POWERS**

The general purpose of AUTHORITY shall be to provide, either directly or through contract, public transportation services within certain areas of the member jurisdictions. The purposes and powers of AUTHORITY are more fully set forth in the Joint Exercise of Powers Agreement (hereinafter “JEPA”).

**III. BOARD OF DIRECTORS**

The JEPA provides that AUTHORITY shall be governed by a Board of Directors.

3.01. Representation on the Board. Each member jurisdiction shall appoint one (1) regular representative to the Board of Directors and one (1) alternate representative to act in the regular representative’s absence. In the proceedings of the Board of Directors, each member jurisdiction shall be entitled to one (1) vote.

3.02. Selection of Representatives/Appointment and Term of Office. Each Director shall be appointed to a two-year term of office by the governing body of the member jurisdiction which he/she represents. A Director may be an elected or other public official or a private person. If, during his/her term of office, a Director resigns, dies, is replaced by the appointing member jurisdiction, or otherwise ceases to represent the appointing member jurisdiction, the

appointing member jurisdiction shall appoint a new Director to serve the unexpired balance of such term of office. Directors' terms of office shall be staggered so that one-half of the terms expire each year. Directors' terms of office shall expire on the first day in May. Directors appointed from a member jurisdiction listed under "Odd Year" shall expire on May 1 of odd-numbered years and Directors appointed from member jurisdictions listed under "Even Years" shall expire in even-numbered years:

<u>Odd Years</u>	<u>Even Years</u>
City of Clayton	City of Martinez
City of Concord	City of the Town of Moraga
County of Contra Costa	City of Pleasant Hill
City of Danville	City of San Ramon
City of Lafayette	City of Walnut Creek

There shall be no limit on the number of terms a Director may serve. A Director, otherwise qualified, shall continue to serve until reappointed or until his/her successor is appointed. This section shall also apply to alternates.

3:03 Meetings

A. Time. The Board of Directors shall have regular monthly meetings on the third Thursday of each month at nine a.m. and at such other dates and times as the Board of Directors shall from time to time designate; provided that, regular meetings shall be scheduled sufficiently in advance to permit compliance with Section 3.03C of the Bylaws. If a meeting will fall upon a holiday, or the day before or after a holiday, the Board of Directors shall, if possible, at its next preceding regular meeting, reschedule the meeting to a convenient date and time.

B. Place. Regular Board meetings shall take place at the principal offices of AUTHORITY or such other locations which are convenient to transit dependents and accessible to the elderly and handicapped as the Board of Directors shall from time to time designate.

C. Notice. Notice of regular meetings shall comply with the requirements of the Ralph M. Brown Act, Government Code Sections 54950, et seq.

D. Special Meetings. Special meetings of the Board of Directors may be called at any time by the Chair or Vice-Chair of the Board or by three (3) Directors requesting such meeting in writing. Seven (7) days written notice of a special meeting shall be given to all Directors and to such other persons who requested in writing receipt of such notices. Written notices may be dispensed with as to any Director who is actually present at the time the meeting

convenes. The notice shall state the time and place of the meeting, and the business to be transacted; provided that, in the event of an emergency meeting, only the minimum notice requirements of the Ralph M. Brown Act must be met. Business transacted at a special meeting of the Board of Directors shall be limited to the items set forth in the notice of such meeting.

E. Rules of Order. The Board of Directors may adopt rules of order to govern the conduct and procedure of Directors' meetings.

F. Open Meetings. Meetings of the Board of Directors shall be open to the public as required by the provisions of the Ralph M. Brown Act and applicable case law.

G. Agenda. The agenda for each meeting shall contain at least the following: call to order; approval of minutes; Chair's remarks; old business; new business; public comment; and adjournment.

H. Minutes. The Board of Directors shall keep or cause to be kept written minutes of its proceedings, except executive sessions.

I. Quorum. A quorum of the Board of Directors shall be a majority of the member jurisdictions, and no action of the Board shall be passed but upon the affirmative vote of at least a majority of a quorum.

J. Voting. Voting shall be by voice; provided that, the Chair or a Director may request that a roll call vote be taken.

3.04 Compensation. Each member of the Board of Directors shall receive \$100 for each meeting that the Director attends of the Board or of the Committee to which the Director has been appointed, for a maximum monthly compensation of \$200. The Chair of the Board shall receive this maximum monthly compensation for attending at least one Board or Committee meeting or for performing duties to coordinate the CCCTA staff and Directors. Except for attendance at Board and Committee meetings, Directors may be reimbursed for actual and necessary travel and other expenses incurred in performance of authorized Board duties, in accordance with expense reimbursement policies approved by the Board of Directors.

3.05 Organizational Meeting. Within one month after the effective date of the JEPAs, member jurisdictions shall appoint their initial Directors who shall convene an organizational meeting.

#### IV. OFFICERS

4.01 Designation of Officers. The AUTHORITY shall have three (3) officers: a Chair, a Vice-Chair, and a Secretary to be elected from among members of the Board of Directors.

4.02 Duties. The Chair shall preside at all meetings of the Board of Directors and shall decide matters of order subject to appeal to the Board of Directors. The Chair, or the Chair's designee, shall represent the Board in official matters, shall take such actions as designated by Board policy from time to time, and may act in the absence of Board policy in an emergency until an emergency meeting of the Board of Directors can be convened; provided that, such meeting shall be called as expeditiously as practicable.

Subject to approval of the Board of Directors, the Chair shall appoint the members and Chairs of committees created from time to time by the Board of Directors.

The Vice-Chair shall perform the duties of the Chair in the absence of the Chair. The Secretary shall perform the duties of the Chair in the absence of the Chair and the Vice-Chair.

The Secretary shall, on behalf of the Board of Directors, keep or cause to be kept a book of minutes of all Directors' meetings, except closed sessions. The Secretary shall have any other powers and perform any other duties prescribed by the Board or these Bylaws.

4.03 Term of Office. The Chair, Vice-Chair, and Secretary shall serve one-year terms of office commencing on September 1 of each year. There shall be no limit on the number of terms that a Director may serve as Chair, Vice-Chair, or Secretary.

4.04 Nomination and Election of Officers. In June of each year, the Chair shall designate, subject to Board approval, a nominating committee. At the July meeting of the Board of Directors, the nominating committee shall report its nominations for Chair, Vice-Chair, and Secretary. Nominations shall remain open until the August meeting of the Board of Directors, at which time nominations shall be closed and a Chair, Vice-Chair, and Secretary shall be elected.

4.05 Vacancy in Office. A vacancy in the office of the Chair shall be filled by the Vice-Chair. A vacancy in the office of the Vice-Chair shall be filled by the Secretary. A vacancy in the office of the Secretary shall be filled as follows: the Chair shall appoint a nominating committee at the first meeting after the vacancy occurs; at the next subsequent meeting, the nominating committee shall make its report and, after receiving any further nominations, the Board shall elect a new Secretary.

4.06 Chair Pro Tem. In the absence of the Chair, Vice-Chair, and Secretary, the Board of Directors shall appoint a Chair Pro Tem to fulfill the duties of the Chair.

## V. COMMITTEES

5.01 Standing and Special Committees. The Board of Directors shall establish standing and special committees as necessary.

5.02 Membership, Term, etc. The composition, term, and charge of committees shall be determined by the Board of Directors. The Chair shall appoint the members and the Chair of committees subject to Board approval, except that a Citizens Advisory Committee may designate its own Chair.

5.03 Procedures. Committees shall be governed by the procedures set forth in Sections 3.03B-G, I, and J of these Bylaws; provided that, the provisions of the Ralph M. Brown Act shall apply only if a committee consists of a majority of the Board of Directors.

## VI. STAFF

6.01 General Manager. The Board of Directors may appoint a General Manager who shall serve at the pleasure of the Board. The General Manager shall have charge of the affairs of the Board of Directors and shall implement and carry out its policies. The General Manager, or his/her designee, shall serve as clerk to the Board of Directors and shall be responsible to keep its minutes, resolutions, and official papers.

6.02 Staff. The Board of Directors may appoint staff or make such other arrangements as it deems advisable to meet AUTHORITY's administrative requirements.

6.03 Legal Services. The Board of Directors may, in its discretion, appoint a Legal Counsel or make other provision for legal services.

6.04 Auditor/Treasurer. The JEPAs provide for appointment of the Auditor and Treasurer of Contra Costa County to act as the Auditor and Treasurer, respectively, for AUTHORITY.

## VII. BUDGETARY PROCESS

7.01 Fiscal Year. The JEPAs provide that the fiscal year for AUTHORITY shall be from July 1 to June 30.

7.02 Budget. For each fiscal year, the Board of Directors shall adopt a comprehensive budget for AUTHORITY which shall be consistent with funding availability, including anticipated revenues from operations, available financial assistance, and contributions to be received from member jurisdictions. AUTHORITY may contract with member jurisdictions to aid and assist it in planning, the administration, review, and monitoring of operators' contracts and such other functions as it deems necessary and appropriate, in which case the budget shall also include funds for member jurisdictions to carry out such functions.

7.03 Funding.

A. Financial Assistance. The JEPAs provide that AUTHORITY may directly claim on behalf of member jurisdictions such regionally administered, State, Federal, or other financial assistance as is available to member jurisdictions for public transportation services. Such financial assistance shall be actively sought; and, member jurisdictions shall provide such assurances and perform such acts as necessary to assist such claims by AUTHORITY.

B. Contributions from Member Jurisdictions. AUTHORITY may request that member jurisdictions contribute to AUTHORITY from their general funds, or other locally controlled funds, as shall be necessary to support AUTHORITY's budget. The amount requested from member jurisdictions shall be equitably pro-rated among them on the basis of:

- (1) the costs (direct and indirect) associated with providing service in each jurisdiction;
- (2) the special costs, whether capital, operating, direct, or indirect, associated with providing any increased services requested by a member jurisdiction; and,
- (3) such other factors as the Board of Directors determines to be relevant.

No member jurisdiction shall be required to contribute from its general fund or other locally controlled funds to support AUTHORITY, except upon the approval of such member jurisdiction's governing body. If a member jurisdiction fails to contribute as requested, AUTHORITY may equitably reduce the public transportation services provided in such jurisdiction, as necessary, to compensate for the budgetary shortfall occasioned by such failure to contribute; provided that, the reduction shall be made on the basis of the factors set forth above and in no case shall there be a reduction in the BASIC LEVEL OF SERVICE except as set forth in Article IX of these Bylaws.

## VIII. COMPLIANCE WITH FEDERAL AND OTHER STANDARDS

In the preparation of its financial documents and records, including its budget, and the development and operation of its public transportation system, AUTHORITY shall comply with all applicable requirements of the Metropolitan Transportation Commission, the California Transportation Development Act, the Federal Highway Act, as amended, the Urban Mass Transportation Act, as amended, and any other applicable acts or statutes or rules or regulations adopted thereunder, or amendments thereto.

## IX. SERVICES

9.01 Definition of the BASIC LEVEL OF SERVICE. AUTHORITY shall provide a BASIC LEVEL OF SERVICE (hereinafter “BLS”) to member jurisdictions. The BLS shall consist of certain routes, headways, and hours of operation within an established service area as defined in “Appendix A” which is attached and incorporated herein. Changes in the BLS shall be the responsibility of AUTHORITY, and not the responsibility of member jurisdictions except as provided herein.

9.02 Reduction to BLS. Except as provided in Section 9.02B, no major reduction shall be made in the BLS except upon the approval of the Board of Directors, which shall include the approval of the representative of each member jurisdiction in which the reduction would occur; provided that, the BLS so reduced shall become the new BLS of AUTHORITY. Temporary major adjustments to the BLS, including reductions, may be made by AUTHORITY to respond to emergencies either upon the approval by the Board of Directors or, if the need for timely action warrants an immediate decision, upon the decision of the General Manager; provided that, the General Manager shall have such emergency power only until an emergency meeting of the Board of Directors is convened, which shall be as soon as practicable.

A. “Major” as used in Sections 9.02 and 9.03, shall mean “substantial, large, or considerable” as opposed to “insignificant or minor” changes. Small changes to routes, headways, or hours of operation to effect better efficiency or coordination would be examples of minor changes to be effected as set forth in Section 9.04.

B. In the event that the AUTHORITY lacks sufficient funds to provide the BLS, the Board of Directors may temporarily reduce the BLS to alleviate budgetary shortfalls; provided that, when a member jurisdiction is subject under this section to a disproportionate reduction in service, such reduction shall not be effective until approved by the representative of



such member jurisdiction. A reduction in service shall be “disproportionate” when the ratio of the reduction in an affected jurisdiction to the total reduction in the service area is greater than the ratio of the affected jurisdiction’s population to the total population of all member jurisdictions. For purposes of this section, “population” shall be determined by reference to the most recent population figures utilized by the Metropolitan Transportation Commission in determining area apportionments for Transportation Development Act claims for the Central Contra Costa County area. The Board of Directors shall formulate such policies as shall be necessary to implement this section.

(1) In determining reductions under this section, the Board of Directors shall base its decision on the following criteria:

(a) equitable prorations on the basis of population served among member jurisdictions;

(b) ridership patronage, including without limitation, ridership trends, passenger miles, passengers per vehicle service mile, passengers per vehicle service hour, passenger miles per revenue capacity mile, and passenger miles per revenue capacity hours;

(c) secondary impacts of the reduction, including without limitation, impacts upon air quality, traffic congestion, traffic safety, and energy consumption and conservation;

(d) convenience to the public served by the system; and

(e) such other criteria as the Board of Directors deems reasonable, including without limitation, the following:

1. cost factors:

a. operating cost per vehicle service mile;

b. operating cost per vehicle service hour;

c. operating cost per passenger;

2. service factors:

a. population in service area;

b. population density in service area;

c. service to low-income groups and senior citizens;

d. revenue vehicle miles per capita within ¼ mile of transit routes;

- e. revenue vehicle hours per capita within ¼ mile of transit route;
  - f. revenue capacity hours per capita within ¼ mile of transit route;
  - g. revenue capacity miles per capita within ¼ mile of transit route;
  - h. directness of service: number of transfers required to complete a trip;
  - i. load factor of system: peak hour standing time;
  - j. policy headways and hours of operation;
3. revenue factors:
- a. farebox: ratio of farebox revenues to operating costs;
  - b. farebox revenue per revenue passenger.

9.03 Additions or Improvements to the BLS. Major additions or improvements to service over and above the BLS may be made only upon the approval of the Board of Directors, which shall include the approval of the representative of each member jurisdiction in which the addition or improvement would occur. Minor changes to the BLS shall be made as set forth in Section 9.04.

A. “Additions to the BLS” shall be defined as new or extended routes (including hours of operation and headways). “Improvements to the BLS” shall be defined as reduced headways or increased hours of operation.

B. Additions or improvements to the BLS, made as provided in Section 9.03, may be withdrawn or partially withdrawn on the approval of the Board of Directors; provided that, no major reduction in the BLS shall be made except as provided in Section 9.02.

C. In determining major additions or improvements to service over and above the BLS, the Board of Directors shall consider, among others, the criteria set forth in Section 9.02B(1).

9.04 Minor Changes to Services.

A. Minor changes to the public transportation services provided by AUTHORITY may be suggested by any member jurisdiction or by AUTHORITY staff and shall be implemented only after approval by the Board of Directors as provided in this Section 9.04.

B. Approval.

(1) Minor changes to the public transportation services provided by AUTHORITY may be made upon the approval of the Board of Directors. The Board may delegate all or a portion of its authority to make such changes to the General Manager.

(2) Where a minor change is suggested by a member jurisdiction, it shall be deemed approved by the Board of Directors unless overruled by a majority of the Board at its next regular meeting occurring more than twenty (20) days after the change is communicated to AUTHORITY; provided that,

- (a) implementation of the minor change would have negligible financial impact on AUTHORITY;
- (b) the minor change would take effect on dates to established by AUTHORITY consistent with its public information and requirements; and
- (c) the minor change would directly affect AUTHORITY's operations within such member jurisdiction.

C. Definition. "Minor changes" shall mean small changes to the public transportation services provided by AUTHORITY which would affect routes, headways, hours of operation, or operational procedures or methods within such routes, headways, or hours of operation (e.g., location of bus stop).

9.05 Proposals. Proposals for additions or reductions to AUTHORITY's public transportation services, including the BLS, may be made by members of the Board of Directors or AUTHORITY's General Manager.

9.06 Priorities. All changes to AUTHORITY's public transportation services shall be assigned a priority for implementation by the Board of Directors.

9.07 Planning Studies. AUTHORITY shall, as determined by the Board of Directors, plan for public transportation services and coordinate such planning among contract operators, member jurisdictions, and regional agencies. AUTHORITY staff may provide assistance to member jurisdictions in developing local plans and plan amendments.

9.08 Noncompetition. Nothing in these Bylaws shall prevent or prohibit member jurisdictions from operating or providing public transportation systems and services; provided that,

A. No such public transportation system or service shall compete directly or indirectly with any service provided by AUTHORITY; and

B. No such transportation system or service shall be financed or supported from regionally allocated, State, or Federal funds available for the support of public transportation services such as those offered by AUTHORITY.

## X. TERMINATION

Member jurisdictions may terminate their participation in AUTHORITY only as provided in the JEPA.

## XI. AMENDMENT

11.01 Amendment to Article IX. Article IX and this section may be amended only upon the unanimous vote of the Board of Directors.

11.02 Amendment Generally. With the exception of Section 11.01 and Article IX, these Bylaws may be amended upon the majority vote of the Board of Directors.

## XII. NEW MEMBERS

12.01 Statement of Intent. Central Contra Costa County is an area in which institutional arrangements and transportation needs may change. Member jurisdictions state their intent to welcome participation in AUTHORITY by new jurisdictions. Member jurisdictions recognize that equitable adjustment to the BLS and other services provided by AUTHORITY may have to be made to accommodate changed circumstances and needs, new membership, and/or institutional changes (e.g., annexation).

12.02 New Members. Public entities may be admitted to membership in AUTHORITY as provided in the JEPA. Upon admittance, a new jurisdiction shall be a “member jurisdiction.”

## XIII. SEVERABILITY

Should any part, term, portion, or provision of these Bylaws be finally decided to be in conflict with any law of the United States or of the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, portions, or provisions of these Bylaws shall be deemed severable and shall not be affected thereby.

#### XIV. SUCCESSORS

These Bylaws shall be binding upon and inure to the benefit of any successors or assigns of the member jurisdictions.

#### History of Amendments

March 27, 1980

April 22, 1980 – Articles III and IV

August 13, 1981 – Article IV, Resolution No. 1981-030

October 28, 1982 – Articles VI and IX, Resolution No. 1982-036

February 24, 1983 – Articles I and III, Resolution No. 1983-007

October 20, 1983 – Articles I and III, Resolution No. 1983-031

March 21, 1985- Articles I, III, V and VI, Resolution No. 1985-011

January 1, 2008 – Article III, Resolution No. 2008-008

RESOLUTION NO. 2008-008

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

\* \* \*

AMENDING THE BYLAWS TO PROVIDE FOR DIRECTORS' COMPENSATION

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, pursuant to the Bylaws, Directors of CCCTA currently receive a per diem payment in lieu of reimbursement for actual expenses incurred for attendance at committee and board meetings, but are otherwise not compensated for service on the Board; and

WHEREAS, the Board of Directors has determined that, consistent with both current law and community standards, the per diem payment should be eliminated;

WHEREAS, the Board finds that it is appropriate to compensate Directors for attendance at Board and Committee meetings and other responsibilities;

WHEREAS, the stipend for Board service has not changed since at least 1985;

WHEREAS, the Board further finds that it is consistent with the policies of other local public transportation agencies to fix Board member compensation at \$100 per meeting, with a maximum of \$200 per month.

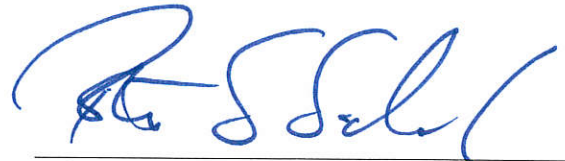
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority that section 3.04 of the CCCTA Bylaws is hereby revised in its entirety, effective January 1, 2008, as follows:

Section 3.04. Compensation. Each member of the Board of Directors shall receive \$100 for each meeting that the Director attends of the Board or of the Committee to which the Director has been appointed, for a maximum monthly compensation of \$200. The Chair of the Board shall receive this maximum monthly compensation for attending at least one Board or Committee meeting or for performing duties to coordinate the CCCTA staff and Directors. Except for attendance at Board and Committee meetings, Directors may be reimbursed for actual and necessary travel and other expenses incurred in performance of authorized Board duties, in accordance with expense reimbursement policies approved by the Board of Directors.

BE IT FURTHER RESOLVED that the Board of Directors hereby eliminates the per diem payment to Board members of \$100 per month for attending meetings of the CCCTA Board of Directors and Committees, effective January 1, 2008.

Regularly passed and adopted this 20th day of December, 2007, by the following vote:

AYES: Directors Dessayer, Hoffmeister, Hudson, Manning, Rainey,  
Schroder, Shimansky, Uilkema and Worth  
NOES: Director Horn  
ABSTENTIONS: None  
ABSENT: Director Angeli



Robert S. Schroder, Chair, Board of Directors

ATTEST:

  
Janet Madrigal, Clerk to the Board

## INTER OFFICE MEMO

**To:** Administration & Finance Committee

**Date:** 04/26/2024

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

**Reviewed by:** WC.

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**SUBJECT: Updates to Fiscal Year 2025 Draft Budget and Forecast**

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### **Background:**

County Connection's Fiscal Year (FY) 2025 Draft Operating and Capital Budget was approved by the Board of Directors in April so that a timely Transportation Development Act (TDA) claim could be filed with the Metropolitan Transportation Commission (MTC). Staff continue to monitor revenue and expenditure assumptions for the coming year and forecasted years, until the final FY 2025 budget is adopted by a public hearing in June.

### **FY 2025 Operating and Capital Budget:**

One update has been made to the operating budget:

- MTC has published a revised FTA Section 5307 paratransit revenue allocation of \$1,590,376, which is \$153,392 greater than the prior allocation of \$1,436,984. TDA Article 4.0 paratransit revenue has been reduced by this same amount, resulting in a lesser TDA allocation. There is a net zero impact to paratransit operating revenue.

Additionally, one update has been made to the capital budget:

- Increase the cost of a 40' diesel transit bus from \$700,000 to \$703,200 in alignment with the current version bus/van pricelist recently shared by MTC. Ten 40' diesel transit buses are scheduled to be procured in FY 2025. The increased cost of \$3,200 per bus results in an increase of \$32,000 in capital expenditures, and associated increases of \$25,600 in FTA Section 5307/5339 capital revenues (or 80% of the increased cost), and \$6,400 in TDA capital revenues (or 20% of the increased cost).

Lastly, a correction has been made to formula errors in the budget summary. This correction does not have any effect on the total revenue or expenditure budget amounts.

### **FY 2026 to FY2031 Operating and Capital Forecast:**

The version of the draft budget presented last month was for a single year, FY 2025. The updated version of the draft budget includes the operating and capital forecast through FY 2031.

- The operating forecast projections include:
  - Conservative growth to fixed route fare revenues of approximately 2% per year.
  - Moderate growth to paratransit fare revenues of 5% per year.
  - Paratransit partner revenue increasing by 5% per year.
  - Advertising revenue to remain flat.
  - Interest income increasing by 3% per year.
  - An average increase of 3% per year in sales and fuel tax sources (TDA, STA, Measure J).
  - Increase in BART feeder funds by 3% per year.
  - An average increase of 3% per year in fixed route operating expenses.
  - An average increase of 5% per year in paratransit operating expenses.
  
- The capital forecast projections include:
  - Scheduled transit bus and paratransit cut-aways and minivan purchases based on the useful life schedule and MTC bus/van pricelist prices. In FY 2030, transit bus procurements begin to convert to zero emission vehicles in accordance with the board adopted Zero Emission Bus (ZEB) rollout plan.
  - Design and construction of a hydrogen fueling station and related maintenance support infrastructure in FY 2026 for an estimated cost of \$7.5 million. Federal Carbon Reduction Program (CRP) funding will provide 88.53% (or \$6.6 million) of the total cost, and TDA Capital will provide the local match of 11.47% (or \$850 thousand). This project was originally identified in a state Transit and Intercity Rail Capital Program (TIRCP) grant application in conjunction with Livermore Amador Valley Transit Authority (LAVTA). The project was selected for funding, but the funding source was amended from TIRCP to CRP in the process.
  - Additional improvements to transition the maintenance and fueling facilities in accordance with the board adopted Zero Emission Bus (ZEB) rollout plan. These improvements are scheduled in the years FY 2028 through FY 2031 for a total cost of \$6.2 million. The forecast includes an optimistic assumption that a revenue source (labeled “TBD”) will be secured to fund 80% of the costs of these improvements.
  
- As a result of these assumptions, the Authority is projected to have sufficient Operating and Capital Reserves through FY 2028. These reserves are considered sufficient when at least 25% of operating costs are reserved. In FY 2029, reserves begin to dip below the 25% threshold, and are projected to go negative in FY 2031. As costs continue to outpace revenues, and zero emission vehicles demand a higher portion of TDA capital, additional revenue sources will need to be secured to keep the Authority in a financially stable position.



**Financial Implications:**

Implementing these changes to the final adopted budget would result in a net increase of \$32,000 in FY 2025 capital expenditures and revenues, bringing the total capital expenditure authority from \$9,941,400 to \$9,973,400. The operating expenditure authority remains unchanged at \$54,674,587.

**Recommendation:**

Staff recommends the A&F Committee review and discuss the proposed updates to the FY 2025 Draft Budget.

**Action Requested:**

None, for discussion only.

**Attachments:**

Attachment 1: Revised FY 2025 Draft Operating and Capital Budget and Forecast

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2025 DRAFT BUDGET AND FORECAST**

**As of May 1, 2024**

Contents:	Page:
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Capital Program - Budget Year	5
Capital Program - FY22 to FY31	6
Operating Forecast - FY22 to FY31	7
Reserve Projections - FY22 to FY31	8
Operating Expense Detail	9 - 20

**Table 1: Budget Summary**

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2025 BUDGET SUMMARY**

	<b>FY 2023 Actuals</b>	<b>FY 2024 Budget</b>	<b>FY 2024 Estimated Actuals</b>	<b>FY 2025 Proposed Budget</b>	<b>% Over/Under Prior Year Budget</b>
<b>Revenue:</b>					
Fixed Route Operations	\$ 34,065,665	\$ 40,208,222	\$ 38,745,834	\$ 43,879,203	9.1%
Paratransit Operations	8,453,921	9,469,667	10,207,916	11,245,384	18.8%
Capital	2,968,000	6,511,000	6,511,000	9,973,400	53.2%
<b>Total Revenue</b>	<b>45,487,586</b>	<b>56,188,889</b>	<b>55,464,750</b>	<b>65,097,987</b>	<b>15.9%</b>
<b>Expenditures:</b>					
Fixed Route	34,065,665	40,208,223	37,905,834	43,429,203	8.0%
Paratransit	8,453,921	9,469,667	10,207,916	11,245,384	18.8%
Capital	2,968,000	6,511,000	6,511,000	9,973,400	53.2%
<b>Total Expenditures</b>	<b>45,487,586</b>	<b>56,188,889</b>	<b>54,624,750</b>	<b>64,647,987</b>	<b>15.1%</b>
<b>Net Change in Fund Balance</b>	<b>-</b>	<b>-</b>	<b>840,000</b>	<b>450,000</b>	
<b>Operating and Capital Reserve</b>					
TDA Reserve Balance	48,280,569	47,179,477	48,743,616	41,032,079	
Discretionary Reserve Balance	-	-	840,000	1,290,000	
<b>Total Operating &amp; Capital Reserve</b>	<b>\$ 48,280,569</b>	<b>\$ 47,179,477</b>	<b>\$ 49,583,616</b>	<b>\$ 42,322,079</b>	

**Table 2: Operating Revenues**

**County Connection**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
FY 2025 PROPOSED BUDGET- OPERATING REVENUES**

Category	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated Actual	FY 2025 Proposed Budget	% change from FY 2024 Budget
<b>Fixed Route</b>					
Fare revenue	\$ 2,440,019	\$ 1,961,000	\$ 2,014,830	\$ 2,241,000	14.3%
Special service revenue	884,030	586,014	774,606	748,906	27.8%
<b>Total Fare Revenue</b>	<b>3,324,049</b>	<b>2,547,014</b>	<b>2,789,436</b>	<b>2,989,906</b>	<b>17.4%</b>
Advertising revenue	270,452	340,000	340,000	200,000	-41.2%
Non-Operating revenue	507,175	131,200	1,094,456	346,200	163.9%
State Transit Assistance (STA)	4,933,870	6,275,000	6,275,000	6,615,946	5.4%
Measure J Sales Tax	5,972,374	5,708,451	6,500,000	6,500,000	13.9%
TDA Article 4.0	10,411,289	19,420,757	16,343,875	25,136,076	29.4%
Federal Operating Funds	6,517,900	4,088,000	3,808,000	450,000	-89.0%
Low Carbon Transit Ops Prog	570,501	600,000	600,000	506,072	-15.7%
BART Feeder Funds	734,428	640,531	640,531	820,003	28.0%
Other State Grants	134,020	134,731	134,731	130,000	-3.5%
Dougherty Valley Dev Fees	393,794	200,000	69,637	-	-100.0%
Other Local Grants/Contributions	5,000	5,000	10,000	15,000	200.0%
RM2/RM3/Express	290,813	117,538	140,168	170,000	44.6%
<b>Total Other Revenue</b>	<b>30,741,616</b>	<b>37,661,208</b>	<b>35,956,398</b>	<b>40,889,297</b>	<b>8.6%</b>
<b>Total Fixed Route Revenue</b>	<b>34,065,665</b>	<b>40,208,222</b>	<b>38,745,834</b>	<b>43,879,203</b>	<b>9.1%</b>
<b>Paratransit</b>					
Fare revenue	359,247	350,000	418,966	445,300	27.2%
<b>Total Fare Revenue</b>	<b>359,247</b>	<b>350,000</b>	<b>418,966</b>	<b>445,300</b>	<b>27.2%</b>
FTA Section 5307	1,824,750	1,800,000	1,839,003	1,590,376	-11.6%
TDA Article 4.5	1,311,312	1,161,778	1,161,778	1,079,293	-7.1%
TDA Article 4.0	-	1,174,486	1,341,871	2,477,132	110.9%
Measure J Sales Tax	2,486,068	1,772,258	2,000,000	2,000,000	12.9%
State Transit Assistance (STA)	368,043	1,041,145	1,041,145	1,036,880	-0.4%
BART ADA Service/Other	206,569	250,000	226,518	235,503	-5.8%
<b>Total Other Revenue</b>	<b>6,196,743</b>	<b>7,199,667</b>	<b>7,610,315</b>	<b>8,419,184</b>	<b>16.9%</b>
<b>Subtotal Paratransit Revenue</b>	<b>6,555,990</b>	<b>7,549,667</b>	<b>8,029,280</b>	<b>8,864,484</b>	<b>17.4%</b>
<b>Paratransit Partners</b>					
Fare revenue - LAVTA	25,922	20,000	32,547	34,175	70.9%
Special service - One Seat Ride	353,885	600,000	342,450	375,785	-37.4%
LAVTA Fees	1,518,124	1,300,000	1,803,639	1,970,940	51.6%
<b>Subtotal Partner Revenue</b>	<b>1,897,932</b>	<b>1,920,000</b>	<b>2,178,636</b>	<b>2,380,900</b>	<b>24.0%</b>
<b>Total Paratransit Revenue</b>	<b>8,453,921</b>	<b>9,469,667</b>	<b>10,207,916</b>	<b>11,245,384</b>	<b>18.8%</b>
<b>Total Revenue</b>	<b>\$ 42,519,586</b>	<b>\$ 49,677,889</b>	<b>\$ 48,953,750</b>	<b>\$ 55,124,587</b>	<b>11.0%</b>

**Table 3: Operating Expenditures**                      **County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2025 PROPOSED BUDGET- OPERATING EXPENDITURES**

Category	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated Actual	FY 2025 Proposed Budget	% change from FY 2024 Budget
<b>Fixed Route</b>					
Wages	\$ 14,910,623	\$ 16,525,369	\$ 16,334,897	\$ 18,283,470	10.6%
Fringe benefits	10,722,711	13,542,777	12,265,733	13,748,233	1.5%
<b>Total Wages and benefits</b>	<b>25,633,334</b>	<b>30,068,145</b>	<b>28,600,630</b>	<b>32,031,703</b>	<b>6.5%</b>
Services	2,289,120	3,373,880	2,960,182	3,808,150	12.9%
Materials and supplies	3,580,187	3,652,900	3,884,360	3,913,700	7.1%
Utilities	363,997	382,000	392,340	395,000	3.4%
Casualty and liability	894,268	1,325,231	1,175,604	1,340,000	1.1%
Taxes	340,748	368,015	411,438	434,400	18.0%
Leases and rentals	52,866	68,500	67,600	70,000	2.2%
Miscellaneous	729,791	263,000	258,679	366,250	39.3%
Purchased transportation	181,353	206,551	155,000	570,000	176.0%
<b>Total Other Exp (non-wages)</b>	<b>8,432,331</b>	<b>9,640,077</b>	<b>9,305,204</b>	<b>10,897,500</b>	<b>13.0%</b>
Contingency	-	500,000	-	500,000	0.0%
<b>Total Fixed Route Expenses</b>	<b>34,065,665</b>	<b>40,208,223</b>	<b>37,905,834</b>	<b>43,429,203</b>	<b>8.0%</b>
<b>Paratransit</b>					
Wages	321,303	319,835	319,332	339,883	6.3%
Fringe benefits	190,040	230,831	215,959	239,253	3.6%
<b>Total Wages and benefits</b>	<b>511,343</b>	<b>550,667</b>	<b>535,291</b>	<b>579,136</b>	<b>5.2%</b>
Services	147,672	109,000	156,311	225,000	106.4%
Materials and supplies	434	4,000	4,000	4,000	0.0%
Utilities	42,344	57,000	57,932	60,000	5.3%
Casualty and liability	15,008	18,000	16,521	18,173	1.0%
Miscellaneous	5,971	20,000	3,000	10,000	-50.0%
Purchased transportation	5,833,217	6,791,000	7,256,225	7,968,175	17.3%
<b>Total Other Exp (non-wages)</b>	<b>6,044,646</b>	<b>6,999,000</b>	<b>7,493,989</b>	<b>8,285,348</b>	<b>18.4%</b>
<b>Subtotal Paratransit Expenses</b>	<b>6,555,989</b>	<b>7,549,667</b>	<b>8,029,280</b>	<b>8,864,484</b>	<b>17.4%</b>
Purchased transp - for partners	1,897,932	1,920,000	2,178,636	2,380,900	24.0%
<b>Total Partner Expenses</b>	<b>1,897,932</b>	<b>1,920,000</b>	<b>2,178,636</b>	<b>2,380,900</b>	<b>24.0%</b>
<b>Total Paratransit Expenses</b>	<b>8,453,921</b>	<b>9,469,667</b>	<b>10,207,916</b>	<b>11,245,384</b>	<b>18.8%</b>
<b>Total Expenses</b>	<b>\$ 42,519,586</b>	<b>\$ 49,677,889</b>	<b>\$ 48,113,750</b>	<b>\$ 54,674,587</b>	<b>10.1%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2025 CAPITAL PROGRAM-BUDGET YEAR**

(\$ in thousands)

<b>Capital Category</b>	<b>Funding Source</b>		
	<b>Federal 5307</b>	<b>MTC TDA</b>	<b>Total</b>
Non Revenue Fleet	\$ -	\$ 400	\$ 400
Revenue Fleet	5,839	1,460	\$ 7,298
Facility Maintenance and Modernization	-	1,505	\$ 1,505
Street Amenities	-	370	\$ 370
Information Technology	-	100	\$ 100
Maintenance Equipment & Tools	-	250	\$ 250
Office Furniture and Equipment	-	50	\$ 50
<b>Total</b>	<b>\$ 5,839</b>	<b>\$ 4,135</b>	<b>\$ 9,973</b>

**Table 5: Capital Program**

**COUNTY CONNECTION**  
**Central Contra Costa Transit Authority**  
**Capital Program**  
**Fiscal Years 2022 - 2031**  
*\$ In Thousands*

Capital Program (a):	actuals		estimated	proposed	projected					
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Non Revenue Fleet	\$ -	\$ 99	\$ 126	\$ 400	\$ -	\$ 70	\$ 70	\$ 100	\$ 75	\$ -
Revenue Fleet	\$ -	\$ 27,079	\$ -	\$ 7,298	\$ 11,306	\$ -	\$ 26,000	\$ 37,685	\$ 5,000	\$ -
ZEB Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ 7,445	\$ -	\$ 200	\$ 5,000	\$ 500	\$ 500
Facility Maintenance & Modernization	\$ 50	\$ 2,180	\$ 4,480	\$ 1,505	\$ 2,080	\$ 625	\$ 100	\$ 250	\$ 250	\$ 150
Street Amenities	\$ 50	\$ -	\$ 1,550	\$ 370	\$ 70	\$ 50	\$ -	\$ 50	\$ 50	\$ 50
Information Technology	\$ 50	\$ 80	\$ 55	\$ 100	\$ 100	\$ 150	\$ 100	\$ 350	\$ 150	\$ 150
Maintenance Equipment & Tools	\$ 50	\$ 50	\$ 250	\$ 250	\$ 50	\$ -	\$ 50	\$ 150	\$ 50	\$ 125
Office Furniture and Equipment	\$ 50	\$ 80	\$ 50	\$ 50	\$ 80	\$ 25	\$ 50	\$ 50	\$ 50	\$ 50
<b>Total Capital Program</b>	<b>\$ 250</b>	<b>\$ 29,568</b>	<b>\$ 6,511</b>	<b>\$ 9,973</b>	<b>\$ 21,132</b>	<b>\$ 920</b>	<b>\$ 26,570</b>	<b>\$ 43,635</b>	<b>\$ 6,125</b>	<b>\$ 1,025</b>
Capital Program by Service:										
Fixed-Route	\$ 250	\$ 28,068	\$ 6,511	\$ 9,707	\$ 14,555	\$ 920	\$ 26,570	\$ 41,627	\$ 6,125	\$ 1,025
Paratransit	-	1,500	-	266	6,577	-	-	2,008	-	-
<b>Total Capital Program by Service</b>	<b>\$ 250</b>	<b>\$ 29,568</b>	<b>\$ 6,511</b>	<b>\$ 9,973</b>	<b>\$ 21,132</b>	<b>\$ 920</b>	<b>\$ 26,570</b>	<b>\$ 43,635</b>	<b>\$ 6,125</b>	<b>\$ 1,025</b>
Capital Funding by Source										
Federal 5307	\$ -	\$ 19,248	\$ -	\$ 5,839	\$ 9,045	\$ -	\$ 20,800	\$ 30,148	\$ 4,000	\$ -
FHWA	\$ -	\$ -	\$ -	\$ -	\$ 6,591	\$ -	\$ -	\$ -	\$ -	\$ -
State Prop 1B PTMISEA - Rolling Stock	\$ -	\$ 1,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bridge Toll Revenue	\$ -	\$ 731	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transportation Development Act	\$ 250	\$ 2,789	\$ 6,511	\$ 4,135	\$ 5,495	\$ 920	\$ 5,610	\$ 9,487	\$ 1,725	\$ 625
Transportation Development Act Rollover	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Regional Measure 3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TBD - ZEB Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160	\$ 4,000	\$ 400	\$ 400
<b>Total Capital Funding by Source</b>	<b>\$ 250</b>	<b>\$ 24,568</b>	<b>\$ 6,511</b>	<b>\$ 9,973</b>	<b>\$ 21,132</b>	<b>\$ 920</b>	<b>\$ 26,570</b>	<b>\$ 43,635</b>	<b>\$ 6,125</b>	<b>\$ 1,025</b>
Revenue Fleet Replacements										
# Fixed Route Vehicles	-	40	-	10	7	-	37	27	4	-
# Paratransit Vehicles	-	15	-	3	45	-	-	18	-	-
<b>Total Revenue Fleet Replacement</b>	<b>-</b>	<b>55</b>	<b>-</b>	<b>13</b>	<b>52</b>	<b>-</b>	<b>37</b>	<b>45</b>	<b>4</b>	<b>-</b>

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. Funding for future ZEB infrastructure projects is still being identified.

**Table 6: Operating Forecast**

**COUNTY CONNECTION**

**Central Contra Costa Transit Authority**

**Operating Forecast**

**Fiscal Years 2022 - 2031**

\$ In Thousands

	actuals		estimated	proposed	projected						
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	
<b>FIXED ROUTE OPERATING REVENUE</b>											
<i>Revenue Hours</i>	<b>188,644</b>	<b>186,700</b>	<b>188,000</b>	<b>191,000</b>	<b>196,730</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	
Fare revenue	1,936	2,440	2,015	2,241	2,297	2,354	2,402	2,450	2,486	2,524	2.5% - 1.5%
Special service revenue	500	884	775	749	756	764	772	779	787	795	1%
Advertising revenue	292	270	340	200	200	200	200	200	200	200	flat
Non-Operating revenue	(77)	507	1,094	346	356	367	378	389	401	413	3%
State Transit Assistance (STA)	5,020	4,934	6,275	6,616	6,814	7,019	7,229	7,446	7,670	7,900	3%
Measure J Sales Tax	5,453	5,972	6,500	6,500	6,695	6,896	7,103	7,316	7,535	7,761	3%
TDA Article 4.0	9,729	10,411	16,344	25,136	26,490	27,102	27,739	28,156	28,589	29,026	
Federal Operating Funds	7,469	6,518	3,808	450	-	-	-	-	-	-	
Low Carbon Transit Ops Prog	216	571	600	506	511	516	521	527	532	537	1%
BART Feeder Funds	892	734	641	820	845	870	896	923	951	979	3%
Other State Grants	152	134	135	130	130	132	134	136	138	140	1.50%
Dougherty Valley Dev Fees	123	394	70	-	-	-	-	-	-	-	
Other Local Grants/Contributions	9	5	10	15	20	20	20	20	20	20	flat
RM2/RM3/Express	33	291	140	170	173	177	180	184	188	191	2.00%
<b>TOTAL FIXED ROUTE OPERATING REVENUE</b>	<b>31,748</b>	<b>34,065</b>	<b>38,746</b>	<b>43,879</b>	<b>45,288</b>	<b>46,417</b>	<b>47,575</b>	<b>48,526</b>	<b>49,496</b>	<b>50,486</b>	
<b>TOTAL FIXED ROUTE OPERATING EXPENSES</b>	<b>31,748</b>	<b>34,066</b>	<b>37,906</b>	<b>43,429</b>	<b>44,732</b>	<b>45,850</b>	<b>46,997</b>	<b>47,937</b>	<b>48,895</b>	<b>49,873</b>	
% change over prior year	2.88%	7.30%	11.27%	14.57%	3.00%	2.50%	2.50%	2.00%	2.00%	2.00%	2.8%
<b>PARATRANSIT OPERATING REVENUE</b>											
<i>Revenue Hours</i>	<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>112,575</b>	<b>115,952</b>	
Fare revenue	107	359	419	445	468	489	511	531	552	572	5%
FTA Section 5307	1,774	1,825	1,839	1,590	1,622	1,655	1,688	1,721	1,756	1,791	2%
TDA Article 4.5	1,211	1,311	1,162	1,079	1,117	1,156	1,197	1,239	1,282	1,327	3.50%
TDA Article 4.0	390	-	1,342	2,477	2,735	2,953	3,182	3,363	3,551	3,680	
Measure J Sales Tax	1,966	2,486	2,000	2,000	2,060	2,122	2,185	2,251	2,319	2,388	3%
State Transit Assistance (STA)	612	368	1,041	1,037	1,068	1,100	1,133	1,167	1,202	1,238	3%
BART ADA Service/Other	209	207	227	236	238	240	243	245	248	250	1%
Fare revenue - LAVTA	18	26	33	34	36	37	39	41	42	44	5%
Special service - One Seat Ride	157	354	342	376	395	414	435	457	480	504	5%
LAVTA Fees	1,120	1,518	1,804	1,971	2,069	2,173	2,282	2,396	2,515	2,641	5%
<b>TOTAL PARATRANSIT OPERATING REVENUE</b>	<b>7,564</b>	<b>8,454</b>	<b>10,208</b>	<b>11,245</b>	<b>11,808</b>	<b>12,339</b>	<b>12,894</b>	<b>13,410</b>	<b>13,946</b>	<b>14,435</b>	
<b>TOTAL PARATRANSIT OPERATING EXPENSES</b>	<b>7,568</b>	<b>8,454</b>	<b>10,208</b>	<b>11,245</b>	<b>11,808</b>	<b>12,339</b>	<b>12,894</b>	<b>13,410</b>	<b>13,946</b>	<b>14,435</b>	
% change over prior year	49.8%	11.7%	20.7%	10.2%	5.0%	4.5%	4.5%	4.0%	4.0%	3.5%	5.1%
<b>TOTAL OPERATING EXPENSES*</b>	<b>39,316</b>	<b>42,520</b>	<b>48,114</b>	<b>54,675</b>	<b>56,540</b>	<b>58,189</b>	<b>59,891</b>	<b>61,347</b>	<b>62,842</b>	<b>64,308</b>	

\* Total expenses will not equal audited financial statement expenses due to certain GASB adjustments required for financial statement presentation.



**Table 7: Reserve Projections**

**COUNTY CONNECTION**  
**Central Contra Costa Transit Authority**  
**Reserve Projections**  
**Fiscal Years 2022 - 2031**  
*\$ In Thousands*

	actuals		estimated	proposed	projected					
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
TDA Beginning Balance	29,265	42,375	48,281	48,744	41,032	31,189	25,963	16,080	2,657	(2,660)
Interest & other MTC adjustments	39	119	1,221	-						
TDA 4.0 Allocation	23,440	23,606	23,439	24,036	24,878	25,748	26,649	27,582	28,548	29,547
% change over prior year	13.9%	0.7%	-0.7%	2.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
TDA 4.0 Utilized:										
Fixed Route Operations	(9,729)	(10,411)	(16,344)	(25,136)	(26,490)	(27,102)	(27,739)	(28,156)	(28,589)	(29,026)
Paratransit Operations	(390)	-	(1,342)	(2,477)	(2,735)	(2,953)	(3,182)	(3,363)	(3,551)	(3,680)
Capital Program	(250)	(7,408)	(6,511)	(4,135)	(5,495)	(920)	(5,610)	(9,487)	(1,725)	(625)
TDA Reserve Balance	42,375	48,281	48,744	41,032	31,189	25,963	16,080	2,657	(2,660)	(6,444)
Discretionary Reserve Balance	-	-	840	1,290	1,846	2,413	2,992	3,581	4,182	4,795
<b>Total Operating &amp; Capital Reserve</b>	<b>42,375</b>	<b>48,281</b>	<b>49,584</b>	<b>42,322</b>	<b>33,036</b>	<b>28,376</b>	<b>19,072</b>	<b>6,238</b>	<b>1,522</b>	<b>(1,649)</b>
% of operating budget	133.5%	141.7%	130.8%	97.5%	73.9%	61.9%	40.6%	13.0%	3.1%	-3.3%

**Table 8: Operating Expense Detail**

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2025 PROPOSED BUDGET- OPERATING EXPENSE DETAIL**

Account Description	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated Actual	Over (Under) \$ FY 2024 Budget	FY 2025 Proposed Budget	Over (Under) % FY 2024 Budget
<b>Fixed Route</b>						
<b>Wages</b>						
Wages, Operators	8,197,371	9,432,984	8,776,887	(656,097)	9,865,927	
Wages, Operator Trainer	37		0	0	0	
Wages, Trans Admin	1,266,055	1,264,750	1,451,450	186,700	1,579,178	
Wages, Scheduling	91,464	83,266	99,372	16,106	101,359	
Wages, Maint Admin	575,774	343,775	420,940	77,165	429,359	
Wages, Serv Wrks	481,877	547,240	622,739	75,499	635,194	
Wages, Mechanics	1,058,243	1,264,068	1,089,108	(174,960)	1,436,544	
Wages, Bldg Maint	465,759	428,919	451,594	22,675	460,626	
Wages, Cust Serv	384,799	368,519	418,743	50,224	427,118	
Wages, Promotion	69,066		1,276	1,276	0	
Wages, EE Services	219,472	327,685	394,836	67,151	402,733	
Wages, Finance	494,032	491,857	561,769	69,912	611,770	
Wages, Safety & Training	77,607	83,828	98,605	14,777	100,577	
Wages, Information Technology		291,993	359,762	67,769	366,957	
Wages, Gnl Admin	506,041	715,616	824,122	108,506	840,604	
Wages, Planning	994,753	516,801	568,854	52,053	580,231	
Wages, Procurement & Inventory		269,870	154,440	(115,430)	354,893	
Wages, Admin Bonus		50,000		(50,000)	50,000	
Wages, Board Members	18,300	26,400	26,400	0	26,400	
Wages, Serv Work Bonus	689	2,000	2,000	0	2,000	
Wages, Mech Bonus	4,782	12,000	12,000	0	12,000	
COVID Vaccine, Operators	3,300	2,700		(2,700)	0	
COVID Vaccine, Maint Admin	400	400		(400)	0	
COVID Vaccine, Service Workers	200	100		(100)	0	
COVID Vaccine, Bldg Maint	100	100		(100)	0	
COVID Vaccine, Customer Srvc	100	100		(100)	0	
COVID Vaccine, General Admin	200	200		(200)	0	
COVID Vaccine, Planning	200	200		(200)	0	
<b>Wages Total</b>	<b>14,910,623</b>	<b>16,525,369</b>	<b>16,334,897</b>	<b>(190,472)</b>	<b>18,283,470</b>	<b>10.6%</b>

<b>Account Description</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Budget</b>	<b>FY 2024 Estimated Actual</b>	<b>Over (Under) \$ FY 2024 Budget</b>	<b>FY 2025 Proposed Budget</b>	<b>Over (Under) % FY 2024 Budget</b>
<b>Fringe benefits-other</b>						
FICA, Trans Admin	20,077	22,526	21,048	(1,478)	22,898	
FICA, Scheduling	1,567	1,495	1,460	(35)	1,470	
FICA, Operators	136,156	149,929	142,151	(7,778)	143,056	
FICA, Maint Admin	6,152	6,172	6,005	(167)	6,226	
FICA, Serv Wrks	7,803	9,713	9,692	(20)	9,210	
FICA, Mechanics	16,138	22,435	18,004	(4,431)	20,830	
FICA, Bldg Maint	7,228	7,701	7,603	(98)	6,679	
FICA, Cust Serv	6,388	6,616	6,432	(185)	6,193	
FICA, Promotion	1,095		0	0		
FICA, EE Services	4,396	5,883	5,751	(132)	5,840	
FICA, Finance	8,402	8,831	7,554	(1,277)	8,871	
FICA, Safety & Training	1,489	1,505	1,446	(59)	1,458	
FICA, Information Technology		5,242	5,264	21	5,321	
FICA, Gnl Admin	8,406	12,848	9,891	(2,957)	12,189	
FICA, Planning	16,693	9,278	9,049	(229)	8,413	
FICA, Procurement & Inventory		4,824	2,389	(2,435)	5,146	
FICA, BoardMembers	1,400	1,967	1,492	(475)	383	
PERS-RET, Trans Admin	329,730	310,703	294,200	(16,504)	323,620	
PERS-RET, Scheduling	29,179	20,620	21,428	808	23,571	
PERS-RET, Operators	1,232,351	1,366,465	1,460,254	93,789	1,606,279	
PERS-RET, Maint Admin	161,183	85,130	132,485	47,355	145,734	
PERS-RET, Serv Wrks	68,976	133,967	92,743	(41,224)	102,018	
PERS-RET, Mechanics	202,131	309,450	207,639	(101,811)	228,403	
PERS-RET, Bldg Maint	71,348	106,215	104,265	(1,950)	114,691	
PERS-RET, Cust Service	79,384	91,258	81,651	(9,607)	89,816	
PERS-RET, Promotions	30,106		7,522	7,522	8,275	
PERS-RET, EE Services	49,684	81,146	34,211	(46,935)	37,632	
PERS-RET, Finance	91,486	121,800	80,129	(41,671)	88,142	
PERS-RET, Safety/Training	37,693	20,759	18,179	(2,580)	19,997	
PERS-RET, Information Technolo		72,307	15,552	(56,756)	17,107	
PERS-RET, Gnl Admin	120,435	177,211	145,563	(31,648)	160,119	
PERS-RET, Planning	110,132	127,978	200,528	72,550	220,580	
PERS-RET, Procurement & Invent		66,535	2,518	(64,016)	2,770	
GM- 457 Retirement	18,000	19,000	16,615	(2,385)	19,000	
Medical, Trans Admin	88,214	240,795	85,999	(154,796)	94,599	
Medical, Scheduling	6,599	15,980	7,285	(8,695)	8,014	
Medical, Operators	556,148	655,999	637,558	(18,441)	776,455	

<b>Account Description</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Budget</b>	<b>FY 2024 Estimated Actual</b>	<b>Over (Under) \$ FY 2024 Budget</b>	<b>FY 2025 Proposed Budget</b>	<b>Over (Under) % FY 2024 Budget</b>
Medical, Maint Admin	41,066	65,976	61,598	(4,378)	67,758	
Medical, Service Workers	308,022	103,824	317,036	213,211	348,739	
Medical, Mechanics	286,448	239,824	317,833	78,010	449,507	
Medical, Building Maint	44,949	82,316	50,268	(32,048)	55,295	
Medical, Customer Service	36,965	70,725	40,799	(29,926)	44,878	
Medical, Promotions	4,903		4,709	4,709	5,180	
Medical, EE Services	3,300	62,888	15,900	(46,989)	17,489	
Medical, Finance	24,026	94,395	43,416	(50,980)	47,757	
Medical, Safety & Trainin	8,579	16,088	9,471	(6,617)	10,418	
Medical, Information Technolog		56,038	0	(56,038)	0	
Medical, General Admin	22,425	137,338	24,042	(113,296)	26,446	
Medical, Retirees	284,453	312,643	297,043	(15,600)	326,748	
Medical, Planning	22,684	99,183	81,264	(17,919)	89,390	
Medical, Procurement & Invent.		51,564	0	(51,564)	0	
Medical Claim-Admin Charges	11,375	12,813	12,876	63	14,163	
OtherPostEmployBenefits(OPEB)	247,736	201,492	201,492	0	300,000	
Dental, Transport Admin	30,992	29,038	31,903	2,865	35,093	
Dental, Scheduling	1,412	1,912	1,412	(500)	1,553	
Dental, Operators	199,480	245,338	193,241	(52,097)	235,340	
Dental, Maintenance Admin	8,916	7,893	9,750	1,858	10,725	
Dental, Building Maint	10,865	9,848	11,311	1,463	12,442	
Dental, Customer Service	10,201	8,461	10,201	1,740	11,221	
Dental, Promotions	1,412		1,412	1,412	1,553	
Dental, EE Services	3,068	7,523	791	(6,732)	870	
Dental, Finance	8,789	11,293	8,789	(2,503)	9,668	
Dental, Safety & Training	2,277	1,925	2,277	352	2,505	
Dental, Information Technology		6,704	0	(6,704)	0	
Dental, General Admin	9,419	16,430	9,655	(6,775)	10,620	
Dental, Planning	9,591	11,865	15,361	3,496	16,897	
Dental, Procurement & Inventor		6,196	0	(6,196)	0	
Life, Trans Admin	9,507	13,205	9,786	(3,419)	10,764	
Life, Scheduling	808	876	835	(42)	918	
Life, Operators	64,002	60,444	66,897	6,453	81,471	
Life, Maint Admin	5,730	3,618	6,272	2,654	6,899	
Life, Bldg Maint	3,749	4,514	4,157	(357)	4,572	
Life, Cust Serv	3,594	3,878	3,700	(179)	4,070	
Life, Promotions	633		649	649	713	
Life, EE Services	1,679	3,449	2,485	(963)	2,734	

<b>Account Description</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Budget</b>	<b>FY 2024 Estimated Actual</b>	<b>Over (Under) \$ FY 2024 Budget</b>	<b>FY 2025 Proposed Budget</b>	<b>Over (Under) % FY 2024 Budget</b>
Life, Finance	4,727	5,177	4,704	(473)	5,174	
Life, Safety & Training	782	882	840	(42)	924	
Life, Information Technology		3,073	0	(3,073)	0	
Life, Gnl Admin	3,880	7,531	4,151	(3,380)	4,566	
Life, Planning	8,401	5,439	13,164	7,725	14,480	
Life, Procurement & Inventory		2,828	0	(2,828)	0	
SUI, Trans Admin	1,680	7,768	3,528	(4,240)	3,634	
SUI, Scheduling	112	515	235	(280)	242	
SUI, Operators	18,947	37,729	35,986	(1,743)	37,065	
SUI, Maint Admin	846	2,128	941	(1,187)	969	
SUI, Serv Wrks	1,594	3,349	2,903	(446)	2,990	
SUI, Mechanics	1,861	7,736	3,911	(3,826)	4,028	
SUI, Bldg Maint	897	2,655	1,833	(822)	1,888	
SUI, Cust Serv	672	2,281	1,411	(870)	1,454	
SUI, Promotion	112		0	0	0	
SUI, EE Services	224	2,029	817	(1,212)	841	
SUI, Finance	560	3,045	1,411	(1,634)	1,454	
SUI, Safety & Training	112	519	235	(284)	242	
SUI, Information Technology		1,808	706	(1,102)	727	
SUI, Gnl Admin	944	4,430	1,220	(3,211)	1,256	
SUI, Planning	903	3,199	1,646	(1,553)	1,696	
SUI, Procurement & Inventory		1,663	706	(958)	727	
WC, Trans Admin	59,264	100,979	100,980	1	111,078	
WC, Scheduling	3,662	6,701	6,696	(5)	7,366	
WC, Operators	570,280	899,461	899,460	(1)	989,406	
WC, Maint Admin	19,223	27,667	27,672	5	30,439	
WC, Serv Wrks	42,110	43,539	43,536	(3)	47,890	
WC, Mechanics	72,315	100,571	100,572	1	110,629	
WC, Bldg Maint	22,885	34,520	34,524	4	37,976	
WC, Cust Serv	22,885	29,659	29,664	5	32,630	
WC, Promotion	3,662		0	0	0	
WC, EE Services	7,323	26,372	26,376	4	29,014	
WC, Finance	19,223	39,585	39,588	3	43,547	
WC, Safety & Training	3,662	6,747	6,744	(3)	7,418	
WC, Information Technology		23,500	23,496	(4)	25,846	
WC, Gnl Admin	26,546	57,594	57,600	6	63,360	
WC, Planning	37,531	41,593	41,592	(1)	45,751	
WC, Procurement & Inventory		21,624	21,624	0	23,786	

<b>Account Description</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Budget</b>	<b>FY 2024 Estimated Actual</b>	<b>Over (Under) \$ FY 2024 Budget</b>	<b>FY 2025 Proposed Budget</b>	<b>Over (Under) % FY 2024 Budget</b>
Uniforms, Operators	31,516	50,000	55,000	5,000	55,000	
Uniforms, Mechanics	30,164	28,000	28,000	0	32,000	
Operator Med Exams	8,459	15,000	15,000	0	15,000	
Emp Assistance Prog	12,539	15,000	15,000	0	15,000	
CafeteriaPlan-GenAdmin.	593,597	701,936	666,904	(35,031)	733,595	
Cafeteria Plan-ATU	1,354,945	1,823,276	1,452,981	(370,295)	1,598,279	
Mechanics Tool Allowance	8,947	1,500	15,000	13,500	15,000	
Employee Wellness Program	28,569	32,000	30,000	(2,000)	32,000	
Substance Abuse Program	15,865	19,000	19,000	0	19,000	
<b>Fringe benefits-other Total</b>	<b>8,301,654</b>	<b>10,613,408</b>	<b>9,607,540</b>	<b>(1,005,868)</b>	<b>10,820,772</b>	<b>2.0%</b>
<b>Fringe benefits-paid time off</b>						
Sick, Trans Admin	52,696	78,996	65,315	(13,681)	67,275	
Sick, Scheduling	378	5,243	4,472	(771)	4,606	
Sick, Operators	330,906	332,059	269,809	(62,250)	303,287	
Sick, Maint Admin	9,098	21,644	18,942	(2,702)	19,511	
Sick, Serv Wrks	7,637	34,061	28,023	(6,038)	28,864	
Sick, Mechanics	29,374	78,678	32,332	(46,346)	42,647	
Sick, Bldg Maint	7,388	27,005	20,322	(6,683)	20,931	
Sick, Cust Serv	14,912	23,202	18,843	(4,359)	19,409	
Sick, Promotion	2,159		57	57	59	
Sick, EE Services	22,697	20,631	17,768	(2,864)	18,301	
Sick, Finance	9,566	30,968	25,280	(5,688)	26,038	
Sick, Safety & Training	10,265	5,278	4,437	(841)	4,570	
Sick, Information Technology		18,384	16,189	(2,195)	16,675	
Sick, Gnl Admin	16,560	45,056	37,085	(7,970)	38,198	
Sick, Planning	19,864	32,538	25,598	(6,940)	26,366	
Sick, Procurement & Inventory		16,916	6,950	(9,967)	7,158	
COVID ER Sick, Trans Admin	20,059			0	0	
COVID ER Sick, Operators	43,979			0	0	
COVID ER Sick, Maint Admin	1,995			0	0	
COVID ER Sick, Serv Wrks	5,597			0	0	
COVID ER Sick, Mechanics	11,764			0	0	
COVID ER Sick, Bldg Maint	122			0	0	
COVID ER Sick, Promotion	1,761			0	0	
COVID ER Sick, EE Services	968			0	0	
COVID ER Sick, Finance	6,566			0	0	
COVID ER Sick, Safety/Training	1,901			0	0	
COVID ER Sick, Gnl Admin	1,762			0	0	

<b>Account Description</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Budget</b>	<b>FY 2024 Estimated Actual</b>	<b>Over (Under) \$ FY 2024 Budget</b>	<b>FY 2025 Proposed Budget</b>	<b>Over (Under) % FY 2024 Budget</b>
COVID ER Sick, Planning	13,073			0	0	
Holiday, Trans Admin	62,755	77,676	72,573	(5,103)	74,750	
Holiday, Scheduling	4,532	5,155	4,969	(186)	5,118	
Holiday, Operators	392,642	507,161	454,718	(52,443)	511,139	
Holiday, Maint Admin	29,635	21,283	21,047	(236)	21,678	
Holiday, Serv Wrks	26,763	33,492	31,137	(2,355)	32,071	
Holiday, Mechanics	55,592	77,363	55,855	(21,508)	73,674	
Holiday, Bldg Maint	22,018	26,554	22,580	(3,974)	23,257	
Holiday, Cust Serv	18,707	22,814	20,937	(1,877)	21,565	
Holiday, Promotion	1,174		957	957	986	
Holiday, EE Services	14,743	20,286	19,742	(545)	20,334	
Holiday, Finance	29,828	30,450	28,088	(2,362)	28,931	
Holiday, Safety & Trainin	4,942	5,190	4,930	(259)	5,078	
Holiday, Information Technolog		18,077	17,988	(89)	18,528	
Holiday, Gnl Admin	22,141	44,303	41,206	(3,097)	42,442	
Holiday, Planning	50,865	31,994	28,443	(3,552)	29,296	
Holiday, Procurement & Invento		16,634	7,722	(8,912)	7,954	
Vacatn, Trans Admin	42,995	93,988	101,602	7,614	104,650	
Vacatn, Scheduling	7,580	6,237	6,956	719	7,165	
Vacatn, Operators	562,066	612,096	569,805	(42,291)	640,506	
Vacatn, Maint Admin	46,483	25,752	29,466	3,714	30,350	
Vacatn, Serv Wrks	26,208	40,525	43,592	3,067	44,899	
Vacatn, Mechanics	82,304	93,609	88,390	(5,219)	116,588	
Vacatn, Bldg Maint	31,821	32,130	31,612	(518)	32,560	
vacatn, Cust Serv	29,943	27,605	29,312	1,707	30,191	
Vacatn, Promotion	5,893		89	89	92	
Vacation, EE Services	19,274	24,547	27,639	3,092	28,468	
Vacatn, Finance	28,979	36,845	39,324	2,479	40,504	
Vacation, Safety & Traini	7,629	6,279	6,902	623	7,109	
Vacation, Information Technolo		21,873	25,183	3,310	25,939	
Vacatn, Gnl Admin	34,741	53,606	57,689	4,082	59,419	
Vacatn, Planning	78,049	38,713	39,820	1,107	41,014	
Vacatn, Procurement & Inventor		20,127	10,811	(9,316)	11,135	
Abs Pay, Trans Admin	1,032	7,768	4,354	(3,413)	4,485	
Abs Pay, Scheduling		515	298	(217)	307	
Abs Pay, Operators	34,362	38,218	97,645	59,427	109,761	
Abs Pay, Maint Admin		2,128	1,263	(865)	1,301	
Abs Pay, Serv Wrks	675	3,349	1,868	(1,481)	1,924	

Account Description	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated Actual	Over (Under) \$ FY 2024 Budget	FY 2025 Proposed Budget	Over (Under) % FY 2024 Budget
Abs Pay, Mechanics	4,368	7,736	8,757	1,021	11,550	
Abs Pay, Bldg Maint		2,655	1,355	(1,301)	1,395	
Abs Pay, Cust Serv		2,281	1,256	(1,025)	1,294	
Abs Pay, Promotion			4	4	4	
Abs Pay, EE Services		2,029	1,185	(844)	1,220	
Abs Pay, Finance	565	3,045	1,685	(1,360)	1,736	
Abs Pay, Information Technolog		1,808	1,079	(728)	1,112	
Abs Pay, Safety & Trainin		519	296	(223)	305	
Abs Pay, Gnl Admin	323	4,430	2,472	(1,958)	2,547	
Abs Pay, Planning	(3,618)	3,199	1,707	(1,493)	1,758	
Abs Pay, Procurement & Invento		1,663	463	(1,200)	477	
Separation Pay		5,000	0	(5,000)	5,000	
<b>Fringe benefits-paid time off Total</b>	<b>2,421,057</b>	<b>2,929,368</b>	<b>2,658,193</b>	<b>(271,176)</b>	<b>2,927,461</b>	<b>-0.1%</b>
<b>Services</b>						
Management Services	38,998	100,000	100,000	0	100,000	
Lobbyist Services	0	0	9,000	9,000	36,000	
Agency Fees/Public Info	50		50	50	50	
In-Service Monitoring		5,000	5,000	0	5,000	
Mobility Services	10,761	25,000	25,000	0	25,000	
Schedules/Graphics	51,327	75,000	75,000	0	60,000	
Promotions	102,080	170,000	155,000	(15,000)	155,000	
Recruitment - Other	3,299	20,000	10,000	(10,000)	20,000	
Legal Fees	564,754	450,000	400,000	(50,000)	450,000	
Financial Services	7,575	12,500	5,000	(7,500)	12,500	
Auditor Fees	56,214	50,000	57,876	7,876	61,000	
Freight In/Out	6,022	7,500	10,000	2,500	11,000	
Commuter Ck Processing Fee	238	3,000	500	(2,500)	500	
PAY+ PERS File Upload Expense	7,649	8,000	8,000	0	8,000	
SpecialPlnng ReimbursableExp	98,875	451,824	100,000	(351,824)	450,000	
HR Applicant Background Checks	13,205	15,000	15,000	0	10,000	
Temporary Help-All-Dept		25,000		(25,000)	25,000	
Temporary Help-Finance			2,000	2,000	0	
SRV-Electric Bus Repair	7,776	75,000	75,000	0	75,000	
SVR, Diffs/Radiators	6,135	30,000	25,000	(5,000)	25,500	
SVR, Trans	3,571	44,000	44,000	0	50,600	
SVR, Upholstry/Glass	5,416	14,000	14,000	0	14,000	
SVR, Mach/HydrI/Tow	10,974	10,000	10,000	0	15,000	
SVR, Engine	7,560	125,000	150,000	25,000	217,500	



<b>Account Description</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Budget</b>	<b>FY 2024 Estimated Actual</b>	<b>Over (Under) \$ FY 2024 Budget</b>	<b>FY 2025 Proposed Budget</b>	<b>Over (Under) % FY 2024 Budget</b>
SVR, Body	71,015	100,000	100,000	0	125,000	
Emission Control Expense	5,262	85,000	85,000	0	85,000	
Support Veh Maintenance Exp	10,633	12,500	12,500	0	18,000	
IT Supplies/Replacement	5,292	105,000	105,000	0	40,000	
CleverDevice-MaintenanceService	299,326	299,000	299,000	0	299,000	
Office Equip Maint Service	17,693	28,000	25,000	(3,000)	25,000	
Bldg Maint Services	109,749	120,000	120,000	0	120,000	
Landscape Services	86,350	90,500	90,500	0	95,000	
IT Contracts	194,119	200,000	200,000	0	340,000	
Radio Maintenance Service	4,325	12,000	12,000	0	12,000	
Clipper Fees	93,014	110,000	110,000	0	115,000	
Contract Service Cleaning		3,600	3,600	0	3,600	
Waste Removal	21,210	21,000	21,000	0	26,000	
Hazardous Waste Handling	95,213	115,000	115,000	0	115,000	
Fire Monitoring		3,000	5,000	2,000	8,000	
Security Services	120,516	119,000	120,000	1,000	125,000	
Other Services	43,175	30,000	30,000	0	30,000	
<b>Services Total</b>	<b>2,289,120</b>	<b>3,373,880</b>	<b>2,960,182</b>	<b>(413,698)</b>	<b>3,663,150</b>	<b>8.6%</b>
<b>Materials and supplies</b>						
Diesel Fuel	2,180,688	2,200,000	2,400,000	200,000	2,400,000	
Oil & Lubricants	98,208	94,000	95,000	1,000	96,000	
Gasoline	23,877	30,000	30,000	0	30,000	
Electric Trolley PG&E Utility	60,271	90,000	90,000	0	90,000	
Tires & Tubes	198,530	209,000	210,000	1,000	220,000	
Safety Supply		5,000	5,000	0	5,000	
Transport Supplies	10,550	14,000	14,000	0	14,000	
CLIPPER Relief Cards for EE's	675	500	300	(200)	0	
CSS, Soaps	6,058	5,700	6,000	300	6,000	
CSS, Cleaning	12,335	15,000	15,500	500	16,000	
CSS, Safety	22,418	55,000	50,000	(5,000)	48,000	
CSS, Antifreeze	10,986	8,000	8,500	500	8,500	
CSS, Gasses	6,762	8,000	8,500	500	8,500	
Oil Analysis	8,250	8,500	8,500	0	8,500	
Equipment/Garage Supply	47,606	30,000	45,000	15,000	35,000	
Coach Repair Parts	648,575	625,000	625,000	0	625,000	
Shelter/Stop Supply	2,266	8,000	8,000	0	8,000	
Janitorial Supplies	34,698	30,000	35,000	5,000	35,000	
Lighting Supply		4,500	4,500	0	3,500	

Account Description	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated Actual	Over (Under) \$ FY 2024 Budget	FY 2025 Proposed Budget	Over (Under) % FY 2024 Budget
Bldg Repair Supply	78,591	78,000	85,000	7,000	95,000	
Landscape Supply		2,500	2,500	0	3,000	
Tix, Pass, Transfers	723	3,000	1,500	(1,500)	1,500	
Office Supply, Outlets	916	500	0	(500)	0	
Office Supply, PERS	4,231	3,000	4,560	1,560	0	
Office Supply Administration	31,185	24,000	24,000	0	24,000	
Office Supply, Maint	2,283	2,700	4,000	1,300	3,200	
Postage	8,125	9,000	9,000	0	9,000	
Obsolete Parts Write-Off	74,073		50,000	50,000	50,000	
Safety Contingency Plans		3,000	3,000	0	3,000	
Training Supplies	2,477	5,000	5,000	0	5,000	
Contract//Grants Supplies	330	2,000	2,000	0	3,000	
Office Supply-IC	4,502	5,000	5,000	0	5,000	
Shop Inventory Grant Expense		25,000	0	(25,000)	25,000	
Office Equipment		50,000	30,000	(20,000)	30,000	
<b>Materials and supplies Total</b>	<b>3,580,187</b>	<b>3,652,900</b>	<b>3,884,360</b>	<b>231,460</b>	<b>3,913,700</b>	<b>7.1%</b>
<b>Utilities</b>						
Gas and Electric	218,670	215,000	235,000	20,000	235,000	
Phone, Concord Bldg	42,774	48,000	48,288	288	43,000	
Water	34,039	34,000	37,000	3,000	37,000	
Cellular Phone	68,514	85,000	72,052	(12,948)	80,000	
<b>Utilities Total</b>	<b>363,997</b>	<b>382,000</b>	<b>392,340</b>	<b>10,340</b>	<b>395,000</b>	<b>3.4%</b>
<b>Casualty and liability</b>						
Physical Damage	98,379	150,938	100,140	(50,798)	150,000	
Property Premiums	38,490	51,319	48,048	(3,271)	60,000	
Other Premiums	36,220	48,300	39,954	(8,346)	50,000	
Liability Premiums	721,573	863,363	776,148	(87,215)	870,000	
Liability Losses	(395)	211,313	211,314	2	210,000	
<b>Casualty and liability Total</b>	<b>894,268</b>	<b>1,325,231</b>	<b>1,175,604</b>	<b>(149,627)</b>	<b>1,340,000</b>	<b>1.1%</b>
<b>Purchased transportation</b>						
Alamo Creek Shuttle	136,715	150,091	150,000	(91)	160,000	
St. Mary's Shuttle Exp	44,639	47,460	0	(47,460)	0	
Contracted-EOC Special Transports		9,000	5,000	(4,000)	10,000	
<b>Purchased transportation Total</b>	<b>181,353</b>	<b>206,551</b>	<b>155,000</b>	<b>(51,551)</b>	<b>170,000</b>	<b>-17.7%</b>
<b>Miscellaneous</b>						
Business Expense, Trans		500	79	(421)	2,000	
Business Expense, Maint	250		0	0	2,000	
Business Expense,AGM-Admi	80	2,000	100	(1,900)	500	

<b>Account Description</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Budget</b>	<b>FY 2024 Estimated Actual</b>	<b>Over (Under) \$ FY 2024 Budget</b>	<b>FY 2025 Proposed Budget</b>	<b>Over (Under) % FY 2024 Budget</b>
Business Expense, Finance	6,120	2,000	2,000	0	500	
Board Travel Expenses	8,112	25,000	25,000	0	25,000	
Staff Travel Expenses	99,465	100,000	100,000	0	110,000	
CTA Annual Dues	16,000	16,500	16,500	0	16,500	
APTA Annual Dues	35,500	35,500	35,000	(500)	36,750	
Other Dues/Memberships	3,750	5,000	7,500	2,500	7,500	
Business Expense ,GM	2,090	3,000	3,000	0	5,000	
Training/Subs, Trans Admi	6,014	20,000	25,000	5,000	25,000	
Training/Subs, Maint Admi			2,000	2,000	50,000	
Training/Subs, AGM Admin	550		0	0	10,000	
Training/Subs, Human Res			7,000	7,000	5,000	
Training/Subs, Finance	85		2,000	2,000	5,000	
Training/Subs, GM	2,233	4,000	1,000	(3,000)	1,000	
Miscellaneous Expenses	1,394	1,500	1,500	0	1,500	
COVID Misc Exp Trans Admin	30,000			0	0	
COVID Misc Exp, Operators	350,000			0	0	
COVID Misc Exp Maint Admin	7,500			0	0	
COVID Misc Exp, Mechanics	67,500			0	0	
COVID Misc Exp Building Maint	10,000			0	0	
COVID Misc Exp Customer Servic	12,500			0	0	
COVID Misc Exp Promotion	2,500			0	0	
COVID Misc Exp EE Services	2,500			0	0	
COVID Misc Exp Finance	7,500			0	0	
COVID Misc Exp General Admin	2,500			0	0	
COVID Misc Exp Planning	7,500			0	0	
Employee Functions-ALL	46,803	45,000	30,000	(15,000)	60,000	
Employee Awards/Pins	1,079	2,000	0	(2,000)	2,000	
EmployeeRetireGifts	265	1,000	1,000	0	1,000	
<b>Miscellaneous Total</b>	<b>729,791</b>	<b>263,000</b>	<b>258,679</b>	<b>(4,321)</b>	<b>366,250</b>	<b>39.3%</b>
<b>Taxes</b>						
Property Tax	8,825	10,000	10,538	538	11,000	
License/Registration	1,618	2,015	3,400	1,385	3,400	
Fuel Storage Tank Fee	11,185	14,000	11,500	(2,500)	13,000	
Use and Other Taxes	5,829	7,000	6,000	(1,000)	7,000	
Sales Tax	313,291	335,000	380,000	45,000	400,000	
<b>Taxes Total</b>	<b>340,748</b>	<b>368,015</b>	<b>411,438</b>	<b>43,423</b>	<b>434,400</b>	<b>18.0%</b>

Account Description	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated Actual	Over (Under) \$ FY 2024 Budget	FY 2025 Proposed Budget	Over (Under) % FY 2024 Budget
<b>Leases and rentals</b>						
Radio Site Lease	38,272	53,500	52,600	(900)	55,000	
Eqpmnt Leases	14,594	15,000	15,000	0	15,000	
<b>Leases and rentals Total</b>	<b>52,866</b>	<b>68,500</b>	<b>67,600</b>	<b>(900)</b>	<b>70,000</b>	<b>2.2%</b>
<b>Contingency</b>						
Contingency Expense		500,000	0	(500,000)	500,000	
<b>Contingency Total</b>		<b>500,000</b>	<b>0</b>	<b>(500,000)</b>	<b>500,000</b>	<b>0.0%</b>
<b>Fixed Route Total</b>	<b>34,065,665</b>	<b>40,208,223</b>	<b>37,905,834</b>	<b>(2,302,389)</b>	<b>42,884,203</b>	<b>6.7%</b>
<b>Paratransit</b>						
<b>Wages</b>						
Wages, Gnl Admin	321,303		0	0		
Wages, Paratransit		319,835	319,332	(503)	339,883	
<b>Wages Total</b>	<b>321,303</b>	<b>319,835</b>	<b>319,332</b>	<b>(503)</b>	<b>339,883</b>	<b>6.3%</b>
<b>Fringe benefits</b>						
FICA, Paratransit	5,333	5,742	5,684	(58)	5,855	
PERS-RET, Paratransit	42,736	59,402	46,014	(13,388)	50,615	
Medical, Paratransit	43,994	61,382	61,382	0	67,520	
Dental, Paratransit	5,271	7,343	7,343	0	8,077	
Life, Paratransit	3,054	3,366	3,366	0	3,703	
SUI, Paratransit	588	1,980	1,282	(699)	1,410	
WC, Paratransit		25,741	25,741	0	28,315	
Sick, Paratransit	10,380	20,137	27,169	7,032	25,743	
Holiday, Paratransit	19,027	19,801	15,527	(4,274)	14,712	
Vacation, Paratransit	14,927	23,959	22,452	(1,507)	21,273	
Abs Pay, Paratransit	5,137	1,980		(1,980)	0	
CafeteriaPlan-Gen Admin	39,593			0	12,030	
<b>Fringe benefits Total</b>	<b>190,040</b>	<b>230,831</b>	<b>215,959</b>	<b>(14,872)</b>	<b>239,253</b>	<b>3.6%</b>
<b>Services</b>						
Promotions			15,000	15,000	15,000	
Legal Fees	29,420	25,000	25,000	0	25,000	
Bank Service Charges		500	0	(500)	0	
Bldg. Maintenance Services	660	1,500	1,500	0	5,000	
Software Maint Services	100,477	70,000	72,275	2,275	100,000	
Radio Maintenance Service	6,669	12,000	12,536	536	10,000	
Travel Training Services	10,448		20,000	20,000	60,000	
Other Services			10,000	10,000	10,000	
<b>Services Total</b>	<b>147,672</b>	<b>109,000</b>	<b>156,311</b>	<b>47,311</b>	<b>225,000</b>	<b>106.4%</b>

Account Description	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated Actual	Over (Under) \$ FY 2024 Budget	FY 2025 Proposed Budget	Over (Under) % FY 2024 Budget
<b>Materials and supplies</b>						
Office Supply, P/T	434	4,000	4,000	0	4,000	
<b>Materials and supplies Total</b>	<b>434</b>	<b>4,000</b>	<b>4,000</b>	<b>0</b>	<b>4,000</b>	<b>0.0%</b>
<b>Utilities</b>						
Gas & Electric	21,372	27,000	30,000	3,000	30,000	
Cell Phone-Paratransit	20,972	30,000	27,932	(2,068)	30,000	
<b>Utilities Total</b>	<b>42,344</b>	<b>57,000</b>	<b>57,932</b>	<b>932</b>	<b>60,000</b>	<b>5.3%</b>
<b>Casualty and liability</b>						
Property Premiums	6,792	9,000	7,207	(1,793)	7,928	
Liability Premiums	8,216	9,000	9,314	314	10,245	
<b>Casualty and liability Total</b>	<b>15,008</b>	<b>18,000</b>	<b>16,521</b>	<b>(1,479)</b>	<b>18,173</b>	<b>1.0%</b>
<b>Purchased transp - for partners</b>						
ADA PT - LAVTA Paratransit	1,526,518	1,320,000	1,836,186	516,186	2,005,115	
ADA PT - LAVTA One Seat	46,028	500,000	37,628	(462,372)	41,089	
ADA PT - TriDelta One Seat	248,757		249,017	249,017	271,926	
ADA PT - WestCat One Seat	28,288		38,846	38,846	42,420	
ADA PT - LAVTA One Seat Fuel	5,888	100,000	2,033	(97,967)	2,439	
ADA PT - TriDelta One Seat Fuel	23,511		12,894	12,894	15,473	
ADA PT - WestCat One Seat Fuel	2,997		2,032	2,032	2,438	
<b>Purchased transp - for partners Total</b>	<b>1,881,986</b>	<b>1,920,000</b>	<b>2,178,636</b>	<b>258,636</b>	<b>2,380,900</b>	<b>24.0%</b>
<b>Purchased transportation</b>						
COVID PPE for ParaTransit	1,272		0	0	0	
ADA PT - CCCTA LINK	4,836,708	6,490,000	6,107,973	(382,027)	6,669,907	
ADA PT - BART	6,609		8,264	8,264	9,024	
Other Purchased Trans Expense		1,000	1,000	0	1,000	
Choice in Aging	148,444	300,000	300,000	0	315,000	
Purch Transp - ADS Project				0	400,000	#DIV/0!
ADA PT - CCCTA One Seat	317,301		310,561	310,561	339,133	
ADA PT - CCCTA LINK Fuel	484,630		507,556	507,556	609,068	
ADA PT - BART Fuel	1,353		1,779	1,779	2,135	
ADA PT - CCCTA One Seat Fuel	52,845		19,091	19,091	22,909	
<b>Purchased transportation Total</b>	<b>5,849,163</b>	<b>6,791,000</b>	<b>7,256,225</b>	<b>465,225</b>	<b>8,368,175</b>	<b>23.2%</b>
<b>Miscellaneous</b>						
Training/Subs, Paratransi		10,000	3,000	(7,000)	10,000	
Miscellaneous Exp	5,971	10,000	0	(10,000)	0	
<b>Miscellaneous Total</b>	<b>5,971</b>	<b>20,000</b>	<b>3,000</b>	<b>(17,000)</b>	<b>10,000</b>	<b>-50.0%</b>
<b>Paratransit Total</b>	<b>8,453,921</b>	<b>9,469,667</b>	<b>10,207,916</b>	<b>738,249</b>	<b>11,645,384</b>	<b>23.0%</b>
<b>Grand Total</b>	<b>42,519,586</b>	<b>49,677,889</b>	<b>48,113,750</b>	<b>(1,564,139)</b>	<b>54,529,587</b>	<b>9.8%</b>