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

BOARD OF DIRECTORS

MEETING AGENDA

Thursday, June 20, 2024
9:00 a.m.

The Board Meeting will be held in-person and via teleconference location****

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. 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 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 FY2025 Operating and Capital Budget
5. Consent Calendar
   a) Approval of Minutes of Regular Meeting of May 16, 2024*
   b) Approval of Special Board/Advisory Committee Workshop Meeting Minutes*
   c) CCCTA Investment Policy-Quarterly Reporting Requirement for the period ending March 31, 2024*
   d) Adoption of Gann Appropriations Spending Limitation for FY 2024-2025*
      Resolution No. 2024-024*
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) State Legislation Update
   b) BART Bridge Update
   c) Introduction of the New Human Resources Director
8. Report of Standing Committees
   a) Administration & Finance Committee
      1) Midday Free Policy*
         Resolution No. 2024-026*
         (The A&F Committee and staff request that the Board approve Resolution No. 2024-026, adopting the Midday Free Policy.)
      2) Adjustment to Non-Represented Administrative Employees Compensation*
         Resolution No. 2024-027*
         (The A&F Committee recommends that the Board of Directors approve a 4% increase adjustment in the compensation for Non-Represented Administrative Employees and a Merit Pool for select management employees not to exceed $264,000 in total.)
      3) Fiscal Year 2025 Budget and Forecast*
         Resolution No. 2024-025*
         (The A&F Committee recommends that the Board of Directors adopt the FY 2025 Budget following a public hearing.)
   b) Operations & Scheduling Committee
      1) Battery Electric Bus Availability and Cost Update – Information Only*
         (Staff will provide an update on the status of the Battery Electric Bus fleet, including notes on availability and costs.)

9. 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.)
10. Next Meeting Date: July 18, 2024
11. 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
12. Open Session:
    Report of Action(s) taken during the Closed Session
13. Adjournment

*Enclosure
**It will be available at the time of the Board meeting.
***For Board members only
****Teleconference location 180 Sugarpine Circle, Pinecrest, CA 95364

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 ora 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 exemptfrom disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body,will be available for public inspection at 2477 Arnold Industrial Way, Concord, California, at the same time that the public records are distributed or made available to the legislative body. The agenda and enclosures for this meeting are posted also on our website at www.countyconnection.com.

Accessible Public Meetings: Upon request, County Connection will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings 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. 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 18 at 9 a.m., County Connection Board Room
Administration & Finance:	Wednesday, July 10 at 2 p.m.., County Connection Offices, 2477 Arnold Industrial Way, Concord, CA
Advisory Committee:	TBD
Marketing, Planning & Legislative:	Thursday, July 11 at 8:30 a.m., Supervisor Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA.
Operations & Scheduling:	Wednesday, July 3 at 8 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) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting. This agenda is posted onCounty Connection's Website (www.countyconnection.com) and at the County Connection Administrative Offices, 2477 Arnold Industrial Way, Concord, California

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

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

May 16, 2024

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

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

Staff: Churchill, Sherman, Dixit, Hill, Johnson, Jones, Martinez, Mitchell, Noya and Sanderson

PUBLIC COMMUNICATION: None

CONSENT CALENDAR

MOTION: Director Noack moved approval of the Consent Calendar, consisting of the following item: (a) Approval of Minutes of Regular Meeting April 18, 2024; Director Hudson seconded the motion, and it received the following vote of approval:

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

REPORT OF CHAIR:

Recognition of Departing Board of Director Rob Schroder.

Rob Schroder has been on the County Connection Board of Directors since December 1998 representing the City of Martinez. As of May 2024, he will be stepping down and his replacement has not been named yet.

REPORT OF GENERAL MANAGER:

State Budget Update

Bill Churchill, General Manager, explained that the Governor has frozen $2.4 billion which is part of SB125 for three months. Although it has some financial implications for BART and other transit agencies, County Connection is not in any immediate fiscal need.

State Legislation Update

Julie Sherman, Legal Counsel, provided an update on AB 817, the Brown Act bill applicable to certain Board committees, which passed in its house of origin on January 25, 2024. The bill was referred to the Committees on

Local Government and Judiciary in the Senate on May 1, 2024, which is where it currently is. Ms. Sherman will continue to update the Board on this bill.

REPORT OF STANDING COMMITTEES

Administration & Finance Committee

Regional Measure 3 (RM3) -FY2023-24 and Resolution 2024-023

Amber Johnson, CFO, explained that 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 the Metropolitan Transportation Commission (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.

MOTION: Director Noack moved adoption of Resolution No. 2024-023, which will permit the Authority to receive $22,630 in RM3 operating revenues. Director Storer seconded the motion, and it received the following vote of approval:

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

CCCTA Board Member Meeting Attendance Compensation

Amber Johnson, CFO, gave a brief background stating that 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. The A&F Committee reviewed this subject at its most recent meeting. According to the CCCTA Bylaws, CCCTA currently pays its Directors compensation of $100 per meeting, for a maximum of $200 per month. This compensation was most recently updated in 2007. Prior to this, Directors received a $100 per diem stipend that was not considered to be compensation. After some discussion, the Board concurred with the recommendation not to change the Directors' compensation at this time.

Review of Updates to Fiscal Year 2025 Draft Budget and Forecast

Amber Johnson, CFO, explained that since the last time the Board reviewed the draft budget, there have been two notable changes, one in regard to the operating budget and the other in the capital budget. The update to the operating budget was that 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. And the update to the capital budget was the increase in 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, and $6,400 in TDA capital revenues.

Implementing these changes to the final adopted budget would result in a net increase of $32,000 in FY2025 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.

Advisory Committee

Appointment of Alexander Agier to the Advisory committee Representing the City of San Ramon

MOTION: Director Noack moved appointment of Alexander Agier to the Advisory Committee Representing the City of San Ramon. Director Storer seconded the motion, and it received the following vote of approval:

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

Appointment of Tijuk Kurniadi to the Advisory Committee Representing the City of Concord

MOTION: Director Noack moved the appointment of Tijuk Kurniadi to the Advisory Committee Representing the City of Concord. Director Storer seconded the motion, and it received the following vote of approval:

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

BOARD COMMUNICATION: None

CLOSED SESSION:

Threat to Essential Public Services or Facilities (pursuant to Government code Section 54957 (a) Consultation with the General Manager

The Board of Directors went into Closed Session at 10:08 a.m.

OPEN SESSION:

The Board of Directors came back into open session with no reportable action.

ADJOURNMENT: Chair Tatzin adjourned the regular Board meeting at 10:35 a.m. am.

Minutes prepared by:
Lathina Hill Date: June 10, 2024
Asst to the General Manager/Clerk to the Board of Directors

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

CCCTA BOARD OF DIRECTORS/ADVISORY COMMITTEE WORKSHOP

MINUTES OF THE SPECIAL MEETING

May 16, 2024

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Don Tatzin called the special meeting of the Board of Directors to order at 10:36 a.m. Board Members present were Directors Andersen, Diaz, Hudson, Noack, Schroder, Storer, Wilk and Worth. Directors Andersen, Hoffmeister, Sos and Worth were absent.

Staff: Churchill, Sherman, Hill and Sanderson

Advisory Committee: Obolensky and McLauglin

Welcome & Introductions:

The Advisory Committee currently receives the following items from staff:
-Short Range Transit Plan
-Annual Budget
-Annual Marketing Plan

John Sanderson stated that the Committee would like short-term goals and staff direction on what the Board would like to get from the Advisory Committee.

After some discussion, it was determined that the following topics are some areas that need more attention:

-Frequency of meetings
-Attend conferences representing County Connection
-The Committee's perspective on Legislative Bills
-Advisory Committee members to attend County Connection subcommittee meetings
-Changing term assignments to two years instead of one year assignments

Bill Churchill proposed that we hold joint meetings more often, to keep the ideas fresh and productive.

ADJOURNMENT: Chair Tatzin adjourned the special Board meeting at 11:31 am.

Minutes prepared by:
Lathina Hill Date: June 10, 2024
Asst to the General Manager/Clerk to the Board of Directors

County Connection

INTER OFFICE MEMO

To: Board of Directors **Date:** 06/6/2024

From: Bill Churchill, General Manager WC.

SUBJECT: Investment Report as of March 31, 2024

Background:

This report is provided as required by the Authority's investment policy. Current investments are consistent with the investment policy and are allowable under current California law. Investments are selected to meet the priority principles of the policy: safety, liquidity, and yield.

Investment Report:

The total cash and investments held by the Authority as of March 31, 2024, is $36,799,257 as follows:

Type of Investment	Issuer	Date of Maturity	Par Amount	Market Value
Cash – Cash on hand	N/A	April 1, 2024	$809,728	$809,728
Cash – Held in LAIF	N/A	April 1, 2024	$26,490,220	$26,490,220
Total			**$27,299,948**	**$27,299,948**

A detailed report of all cash and investments held in each individual bank account as of this date is included as Attachment 1.

It is noted that the funds held in the Authority's 115 Trust for Pensions and OPEB are outside of this policy and thereby not included in this report. Greater flexibility of the investment of 115 funds is permitted by California law under the condition that these funds are irrevocably committed to provide pension or OPEB benefits.

It is hereby affirmed that the Authority has the ability to meet its pool's expenditure requirements (cash flow) for the next six months.

Financial Implications:

No direct financial implication results from this report. However, adherence to the Authority's investment policy helps to ensure the Authority remains in strong financial health.

Recommendation:

None, information only.

Action Requested:

None, information only.

Attachments:

Attachment 1: CCCTA Bank Cash and Investment Accounts as of March 31, 2024

CCCTA

BANK CASH AND INVESTMENT ACCOUNTS
AS OF MARCH 31, 2024
(ROUNDED OFF TO NEAREST $)

FINANCIAL INST	ACCT #	TYPE	PURPOSE	PER BANK	PER BANK	PER BANK	PER GL*
FIXED ROUTE				**SEP 2023**	**DEC 2023**	**MAR 2024**	**MAR 2024**
U.S. BANK	274-00-26650	***CHECKING***	AP GENERAL	$ 425,452	$ -	$ -	$ -
BMO HARRIS	2087682	***CHECKING***	AP GENERAL	$ 663,638	$ 1,174,557	$ 479,550	$ 295,458
BMO HARRIS	2088565	***CHECKING***	PAYROLL	$ 61,899	$ 69,091	$ 69,614	$ 66,335
BMO HARRIS	2087807	***CHECKING***	CAPITAL PURCHASES	$ 100,000	$ 86,256	$ 100,000	$ 90,107
BMO HARRIS	2088706	***CHECKING***	WORKERS' COMP - CORVEL	$ 61,337	$ 61,390	$ 58,979	$ 36,906
PAYPAL	27SAXUUFL9732	***CHECKING***	PAYPAL-PASS SALES	$ 25	$ 25	$ 25	$ 25
			TOTAL	**$ 1,312,351**	**$ 1,391,319**	**$ 708,168**	**$ 488,831**
PARATRANSIT							
BMO HARRIS	2088425	***CHECKING***	AP GENERAL	$ 1,598,078	$ 106,435	$ 101,560	$ 100,752
			TOTAL	**$ 1,598,078**	**$ 106,435**	**$ 101,560**	**$ 100,752**
LAIF FUND							
Effective Yield:				***3.59%***	***4.00%***	***4.30%***	
LAIF ACCOUNT	4007001	***INT-INVEST***	OPERATING FUNDS	$ 31,114,232	$ 31,827,811	$ 23,403,764	$ 23,403,764
LAIF ACCOUNT		***INT-INVEST***	LCTOP - Martinez Amtrak VI	$ 508,416	$ 358,444	$ 211,868	$ 211,868
LAIF ACCOUNT		***INT-INVEST***	LCTOP - FREE Monument V (Routes 11/14/16)	$ -	$ 696,856	$ 431,900	$ 431,900
LAIF ACCOUNT		***INT-INVEST***	Pass-Through CA	$ 794,939	$ 802,206	$ 810,265	$ 810,265
LAIF ACCOUNT		***INT-INVEST***	Safe Harbor Lease Reserve	$ 1,601,725	$ 1,616,186	$ 1,632,423	$ 1,632,423
LAIF ACCOUNT		***FMV ADJ.***	Fair Market Value Adjustment for Year-End				
			TOTAL	**$ 34,019,312**	**$ 35,301,503**	**$ 26,490,220**	**$ 26,490,220**
5/28/2024			**GRAND TOTAL**	**$ 36,929,741**	**$ 36,799,257**	**$ 27,299,948**	**$ 27,079,803**

KLM/AJ

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

County Connection

INTER OFFICE MEMO

To: Board of Directors **Date:** 06/06/2024

From: Amber Johnson, Chief Financial Officer **Reviewed by:** WC.

SUBJECT: Adoption of Gann Appropriations Spending Limitation for FY 2024-2025

Background:

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

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

Gann Limit Calculation:

The formula for calculating the appropriations spending limit is:

1. Population percentage change x price increase/decrease factor = ratio of change
2. Ratio of change x 2023-24 spending limit = 2024-25 spending limit.

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

1. Population percentage change x price increase/decrease factor=ratio of change
   1.0012 x 1.0362 = 1.0374
2. Ratio of change x 23-2024 spending limit = 24-2025 spending limit:
   1.0374 x $96,319,521 = $99,619,094

Based on the above calculations, **the Gann appropriations spending limit for FY 2024-2025 is $99,619,094** (Attachment 1). The actual County Connection non-federal appropriations budget for FY 2024-2025 is $56,768,891, which is $42,850,204 below the spending limitation.

Financial Implications:

There is no direct financial implication as a result of the calculation of the Gann limit, since the limit far exceeds the appropriations budget.

Recommendation:

The A&F Committee and staff recommend that the Board review and approve the calculation of the Gann appropriations spending limitation of $99,619,094 for FY 2024-25.

Action Requested:

By State law, the County Connection Board of Directors must adopt an appropriations limitation. The A&F Committee and staff request that the Board approve the calculation of the Gann appropriations spending limitation of $99,619,094 for FY 2024-25 with Resolution 2024-024.

Attachments:

Attachment 1: Computation of Gann Appropriations Spending Limit for FY 2025
Attachment 2: Resolution No. 2024-024.

Attachment 1

COMPUTATION OF GANN APPROPRIATIONS SPENDING LIMIT FOR FY 2025

Contra Costa County change in population*	0.12		
Converted to a ratio		1.0012	(1)
Percentage change in per capita personal income*	3.62		
Converted to a ratio		1.0362	(2)
Ratio of change:		1.0374	(1)*(2) = (3)
FY 2024 appropriations limit		$96,023,639	(4)
FY 2025 appropriations limit		$99,619,094	(3)*(4) = (5)
FY 2025 operating budget	$54,674,587		
Less expenses paid by federal funds	($2,040,376)		
	$52,634,211		
FY 2025 capital budget	$9,973,400		
Less expenses paid by federal funds	($5,838,720)		
	$4,134,680		
Operating and capital appropriation		$56,768,891	
Under limit		$42,850,204	

* Source: California Department of Finance

RESOLUTION NO. 2024-024

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

*** * ***

ADOPT AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-25

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 (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 certain unincorporated portions of Contra Costa County;

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority that pursuant to Article XIII B of the California State Constitution and SB 1352 (1980 Stats.), the appropriations limit for the Central Contra Costa Transit Authority shall be $99,619,094, which shall be applicable to fiscal year 2024-25 as set forth in the attached appropriations limit documentation.

Regularly passed and adopted this 20th day of June, 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Don Tatzin, Chair, Board of Directors

ATTEST:

_____
Lathina Hill, Clerk to the Board

County Connection

INTER OFFICE MEMO

To: Board of Directors **Date:** 6/10/2024

From: Pranjal Dixit, Manager of Planning **Reviewed by:** W.C.

SUBJECT: Midday Free Policy

Background:

In March 2019, County Connection implemented changes to its fare structure, including the elimination of the Midday Free Program (10am-2pm) for most riders. However, recognizing the specific needs of young adults with disabilities transitioning to adulthood, County Connection partnered with the Bridge Program in the Mt. Diablo Unified School District to continue Midday Free Program.

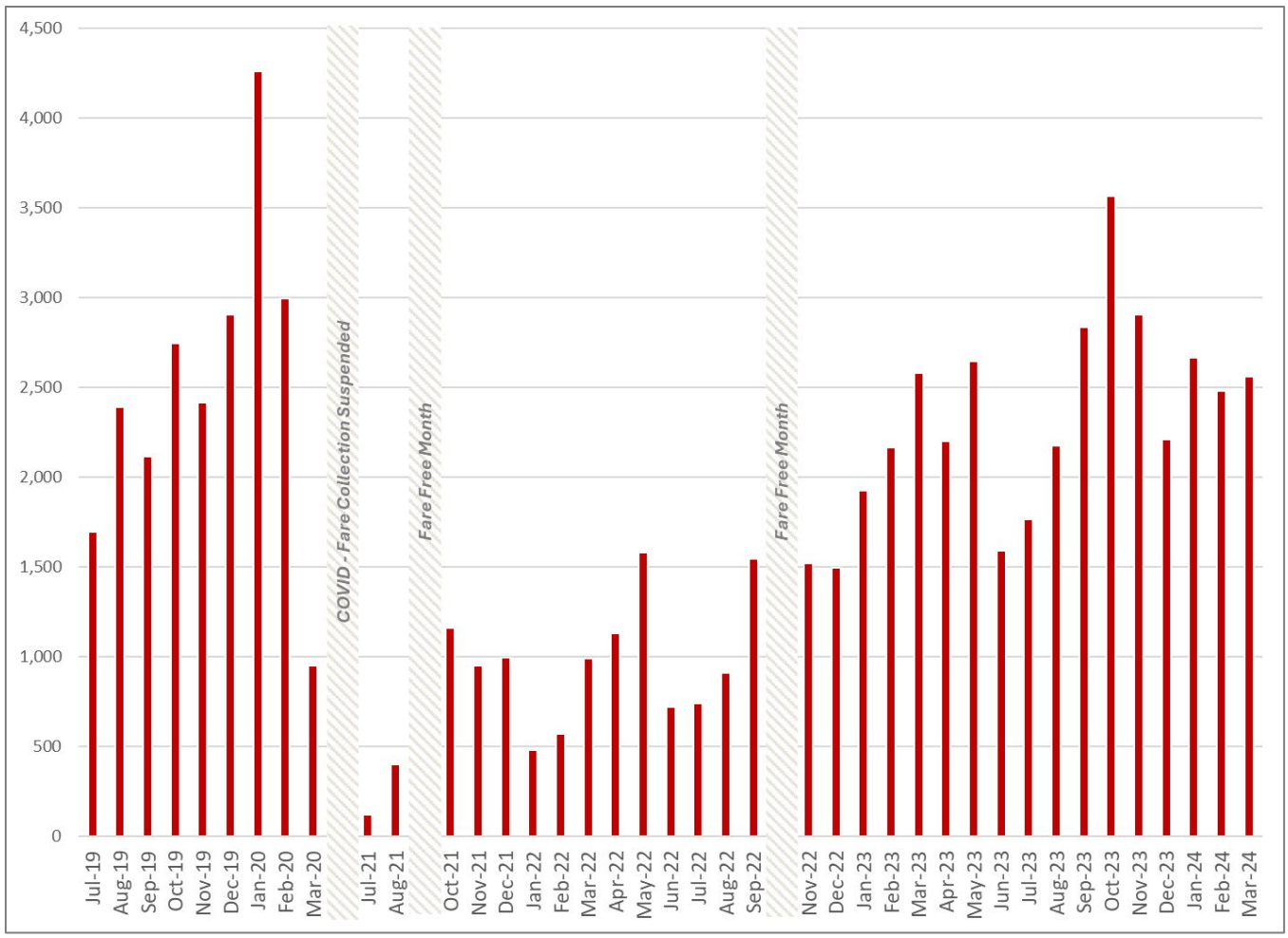
The Bridge Program serves individuals aged 18-22 with disabilities who have finished high school. Their program equips participants with the knowledge and skills necessary for independent living. To ensure Bridge Program participants could continue utilizing public transportation during the midday fare period, County Connection worked with program staff to establish a proper identification system for boarding buses. The program's success is evident by the lack of reported complaints from Bridge Program staff.

County Connection later expanded the Midday Free Program access to participants at RES Success in Pleasant Hill and Martinez in April 2019. Similar to the Bridge Program, RES Success provides adults with developmental disabilities a comprehensive range of services, including academics, social skills development, and vocational training.

County Connection again expanded the program in December 2019 to San Ramon Valley USD Transition Program located at Del Amigo High School. Given the recurring requests for the Midday Free Program, A&F Committee had directed staff to analyze the sustainability of a Midday Free Program given the ongoing requests from school districts and nonprofit organizations.

Usage:

The program has 190 participants across the two programs (Bridge Program and RES Success Program) with a total of 51,559 rides provided between July 2021 to March 2024. There has been a steady increase in ridership and currently averages about 2,500 rides a month which is slightly under the pre-pandemic level of 2,700 rides a month. The fare revenue loss of $1.10 is currently being offset through Measure J Line 20a grant administered by TRANSPAC.



Policy:

Currently the Midday Free Program is funded through the Measure J Line 20a funds that is aimed for support of transportation services and related capital expenditures for seniors and people with disabilities provided by TRANSPAC jurisdictions and public and private non-profit agencies operating in the TRANSPAC area. Given the competitive landscape for limited Measure J funding within the TRANSPAC region, along with potential requests for program inclusion in our Midday Free program, establishing a clear policy for evaluating these proposals is essential. A policy would ensure the program's long-term sustainability while also address the following:

- **Setup Evaluation Processes:** Developing an evaluation process for new requests for expansion from similar programs in the region.
- **Improved Tracking Mechanisms:** Developing a more robust system to track interest, program usage and measure its impact.
- **Standardized Identification System:** Implementing a uniform design for participant identification to streamline program administration.

By addressing these areas, we can ensure the program's continued success and make informed decisions about future expansion opportunities based on the funding available.

Financial Implications:

Measure J Line 20a funds is being used to offset lost fare revenue ($1.00 per ride plus 10% administrative costs) through FY 2024. County Connection has applied for $79,200 in Measure J Line 20a funds for FY 2025-27 and continuation of the program is contingent upon the funding available.

Recommendation:

The Administration and Finance Committee and staff recommend adopting the Midday Free Policy

Action Requested:

The Administration and Finance Committee and staff request that the Board of Directors approve Resolution 2024-026, adopting the Midday Free Policy.

Attachments:

Attachment 1: Midday Free Policy

Attachment 2: Resolution No. 2024-026

County Connection

Midday Free Program Policy

Program Overview

The Midday Free Program ("Program") allows participants to ride any County Connection bus for free from 10 am to 2 pm. The Program is intended for organizations that serve people with disabilities—particularly transitional age youth—to provide them with the knowledge and skills they need to make a successful transition to an independent, adult life. A key part of this is learning how to navigate and use public transit, which also helps to reduce future dependency on paratransit services.

The Midday Free Program allows participating students and their instructors to ride County Connection buses for free to facilitate this type of training. The Program is limited to off-peak hours when capacity is available on existing fixed-route services.

Program Participation Guidelines

Participation in the Program is contingent upon funding being identified to offset lost fare revenue ($1.00 per ride plus 10% administrative costs). To be considered for the Program, interested organizations must complete a Participant Interest Form in Appendix A. County Connection staff will first determine if there is additional capacity within existing funding. If none is available, staff will work with the organization to identify and apply for additional grant funding.

Participating organizations are expected to assist with the grant application (and re-application) process by completing/updating their Participant Interest Form and providing any additional information as needed. In cases where multiple organizations qualify for a limited pool of grant funds, priority will be given to organizations that have been part of the Program the longest.

Once approved to participate in the Program, organizations are responsible for providing identification cards to their enrolled students and staff. These cards will be used to verify eligibility for program benefits.

Identification Card Requirements

All participating organizations must provide their students and staff with ID cards that meet the following criteria:

- Clearly indicate whether the holder is a student or staff member.
- Include a recent photograph of the holder.

- For organizations within a larger entity (e.g., school district), specify the program or group affiliation.
- Prominently display the latest Midday Free Sticker (offered by County Connection at the fiscal year's start in July) on the front of the card.

Staff members are eligible for free program benefits only when accompanying one (or more) students. Staff cannot utilize the program independently.

Reporting Requirements

Participating organizations must submit an annual report on program usage by July 31st each year. This report should cover usage data from the prior fiscal year (July 1 to June 30) and include details of trips taken, such as origin and destination. Participants may also attach supporting documents such as spreadsheets with details of trips taken including dates, number of participants, trip origin and destination. Timely submission of this report is mandatory for continued participation in the Program. Failure to submit the report by the deadline may result in disqualification.

County Connection

Appendix A: Midday Free Program – Participant Interest Form

Organization: _____

Address, City, State, Zip: _____

Contact Name: _____

Email Address: _____ Phone: _____

1. Provide a brief overview of your organization, mission, and overall services provided:

2. Do your participants currently use County Connection buses? If so, which route(s)?

3. Do your participants currently use any other transit services? If so, which ones?

4. Please provide the following information:

   a. Total number of participants: _____

   b. Total number of staff: _____

   c. Current average bus use (if any): _____ boardings per day / week / month *(circle one)*

   d. Estimated increase in bus use with Midday Free Program: _____ boardings per day / week / month *(circle one)*

   e. Estimated percentage of participants who cannot afford to pay fares: _____%

5. Where will trips be taken to and from?

6. Please describe the types of activities that the Midday Free Program would support:

7. What benefit(s) would the Midday Free Program provide to your organization?

I certify that the information contained in this application is true and complete to the best of my knowledge.

Signature: _____ Date: _____

Name: _____ Title: _____

County Connection

Appendix C: Midday Free Program – Participant Annual Report

Organization: _____

Address, City, State, Zip: _____

Contact Name: _____

Email Address: _____ Phone: _____

Program Usage

County Connection route(s) used: _____

Total number of participants	
Total number of staff	
Average boardings per day / week / month *(circle one)*	

Please describe the types of activities and trips that have been taken using the Midday Free Program along with specific examples of trip origin/destination by city/zip code:

What would the impact be if the Midday Free Program were no longer available?

I certify that the information contained in this report is true and complete to the best of my knowledge.

Signature: _____ Date: _____

Name: _____ Title: _____

RESOLUTION NO. 2024-026

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

*** * ***

ADOPTING MIDDAY FREE PROGRAM POLICY

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 (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 certain unincorporated portions of Contra Costa County;

WHEREAS, in March 2019, CCCTA discontinued its Midday Free Program for most riders as a result of changes to its fare structure;

WHEREAS, in recognition of the specific needs of young adults with disabilities transitioning to adulthood, CCCTA later partnered with the Bridge Program in the Mt. Diablo Unified School District to continue the Midday Free Program;

WHEREAS, in April 2019, CCCTA expanded access to the Midday Free Program to participants at RES Success in Pleasant Hill and Martinez;

WHEREAS, in December 2019, CCCTA again expanded the program to the San Ramon Valley USD Transition Program located at Del Amigo High School;

WHEREAS, given the recurring and ongoing requests from school districts and nonprofit organizations to participate in the Midday Free Program, staff recommends that CCCTA adopt a policy that addresses evaluating requests to participate in the program, developing a more robust system for tracking interest, program usage, and impacts of the program, and implementing a uniform design for participant identification; and

WHEREAS, staff recommends and the Administration & Finance Committee concurs that the Board of Directors adopt the Midday Free Program Policy.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority hereby adopts the Midday Free Program Policy attached hereto.

Regularly passed and adopted this 20th day of June, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Don Tatzin, Chair, Board of Directors

ATTEST:

_____

Lathina Hill, Clerk to the Board

County Connection

INTER OFFICE MEMO

To: Board of Directors **Date:** 06/11/2024

From: Kristina Martinez, Director of Human Resources **Reviewed by:** WC.

SUBJECT: Adjustment to Non-Represented Administrative Employees Compensation

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 FY25 the Authority can prudently afford an increase for the non-represented employees. The General Manager requests a 4% cost of living adjustment ("COLA") for all satisfactorily performing administrative employees effective July 1, 2024 (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 $264,000 and is included in the proposed FY 2025 budget.

Recommendation:

The A&F Committee and staff recommend a 4% COLA and $50,000 merit pool allocation, for a not to exceed total cost of $264,000, effective July 1, 2024.

Action Requested:

The A&F Committee and staff request that the Board of Directors adopt Resolution No. 2024-027 approving adjustments to the salary ranges for administrative staff and establishing a merit pool for management employees.

Attachments:
Attachment 1: Proposed FY25 Pay Scale
Attachment 2: Resolution No. 2024-027

Attachment 1: Proposed FY25 Pay Scale

PROPOSED PAY SCALE FY 2025
Annual Salary Amounts

GRADE	STEPS 1	2	3	4	5	6	7	8	9
POSITION	(MIN)								(MAX)
GRADE 13									
ASSISTANT GENERAL MANAGER ADMINISTRATION	$ 178,213								$ 239,666
CHIEF OPERATING OFFICER	$ 178,213								$ 239,666
CHIEF FINANCIAL OFFICER	$ 178,213								$ 239,666
GRADE 12									
DIRECTOR OF TRANSPORTATION	$ 115,529								$ 223,487
DIRECTOR OF HUMAN RESOURCES	$ 115,529								$ 223,487
DIRECTOR OF PLANNING & MARKETING	$ 115,529								$ 223,487
DIRECTOR OF MAINTENANCE	$ 115,529								$ 223,487
DIRECTOR OF INFORMATION TECHNOLOGY	$ 115,529								$ 223,487
DIRECTOR OF ADA & SPECIALIZED SERVICES	$ 115,529								$ 223,487
GRADE 11									
MGR. OF HUMAN RESOURCES	$ 90,547								$ 177,205
MGR. OF ACCOUNTING	$ 90,547								$ 177,205
MGR. OF TRAINING	$ 90,547								$ 177,205
MGR. OF ACCESSIBLE SERVICE	$ 90,547								$ 177,205
MGR. OF TRANSPORTATION	$ 90,547								$ 177,205
MGR. OF PLANNING	$ 90,547								$ 177,205
MGR. OF MARKETING AND COMMUNICATIONS	$ 90,547								$ 177,205
MGR. OF MAINTENANCE	$ 90,547								$ 177,205
MGR. OF PURCHASING AND GRANTS	$ 90,547								$ 177,205
FACILITIES SUPERINTENDENT	$ 90,547								$ 177,205
DEVELOPER	$ 90,547								$ 177,205
SYSTEMS/NETWORK ADMINISTRATOR	$ 90,547								$ 177,205
GRADE 10									
TRAINING COORDINATOR	$ 83,339								$ 113,290
ASST. TO THE GM/CFO & BOARD CLERK	$ 83,339								$ 113,290
CUSTOMER SERVICE & OUTREACH COORDINATOR	$ 83,339								$ 113,290
PLANNER/COMMUNITY LIASON	$ 83,339								$ 113,290
CHIEF SCHEDULER	$ 83,339								$ 113,290
GRANTS ADMINISTRATOR	$ 83,339								$ 113,290
BUYER	$ 83,339								$ 113,290
HR ANALYST	$ 83,339								$ 113,290
GRADE 9									
ASST. FACILITIES SUPERINTENDENT	$ 76,690	$ 79,784	$ 82,911	$ 86,268	$ 89,658	$ 93,311	$ 96,998	$ 100,948	
MAINTENANCE ASSISTANT	$ 76,690	$ 79,784	$ 82,911	$ 86,268	$ 89,658	$ 93,311	$ 96,998	$ 100,948	
PLANNER/ASSISTANT SCHEDULER	$ 76,690	$ 79,784	$ 82,911	$ 86,268	$ 89,658	$ 93,311	$ 96,998	$ 100,948	
TRANSPORTATION ASSISTANT	$ 76,690	$ 79,784	$ 82,911	$ 86,268	$ 89,658	$ 93,311	$ 96,998	$ 100,948	
MAINTENANCE DATA ANALYST	$ 76,690	$ 79,784	$ 82,911	$ 86,268	$ 89,658	$ 93,311	$ 96,998	$ 100,948	
MARKETING ASSISTANT	$ 76,690	$ 79,784	$ 82,911	$ 86,268	$ 89,658	$ 93,311	$ 96,998	$ 100,948	
ACCOUNTING ANALYST	$ 76,690	$ 79,784	$ 82,911	$ 86,268	$ 89,658	$ 93,311	$ 96,998	$ 100,948	
GRADE 8									
ACCOUNTING TECHNICIAN II	$ 69,646	$ 72,411	$ 75,340	$ 78,270	$ 81,462	$ 84,721	$ 88,144	$ 91,600	
SERVICE SCHEDULER	$ 69,646	$ 72,411	$ 75,340	$ 78,270	$ 81,462	$ 84,721	$ 88,144	$ 91,600	
HELP DESK & USER SUPPORT	$ 69,646	$ 72,411	$ 75,340	$ 78,270	$ 81,462	$ 84,721	$ 88,144	$ 91,600	
HR SPECIALIST	$ 69,646	$ 72,411	$ 75,340	$ 78,270	$ 81,462	$ 84,721	$ 88,144	$ 91,600	

PROPOSED PAY SCALE FY 2025
Annual Salary Amounts

				STEPS					
GRADE	1	2	3	4	5	6	7	8	9
POSITION	(MIN)								(MAX)
SR. ACCOUNTING ASSISTANT	$ 69,646	$ 72,411	$ 75,340	$ 78,270	$ 81,462	$ 84,721	$ 88,144	$ 91,600	
FACILITY SPECIALIST	$ 69,646	$ 72,411	$ 75,340	$ 78,270	$ 81,462	$ 84,721	$ 88,144	$ 91,600	
SENIOR CUSTOMER SERVICE REP	$ 69,646	$ 72,411	$ 75,340	$ 78,270	$ 81,462	$ 84,721	$ 88,144	$ 91,600	
GRADE 7									
DATA ANALYST	$ 63,294	$ 65,927	$ 68,494	$ 71,226	$ 74,155	$ 77,052	$ 80,146	$ 83,339	
ASST. SCHEDULER	$ 63,294	$ 65,927	$ 68,494	$ 71,226	$ 74,155	$ 77,052	$ 80,146	$ 83,339	
ACCOUNTING TECHNICIAN I	$ 63,294	$ 65,927	$ 68,494	$ 71,226	$ 74,155	$ 77,052	$ 80,146	$ 83,339	
ADMIN ASST. III	$ 63,294	$ 65,927	$ 68,494	$ 71,226	$ 74,155	$ 77,052	$ 80,146	$ 83,339	
GRADE 6									
CUSTOMER SERVICE REP	$ 57,534	$ 59,904	$ 62,306	$ 64,742	$ 67,375	$ 70,074	$ 72,839	$ 75,735	
ADA SPECIALIST	$ 57,534	$ 59,904	$ 62,306	$ 64,742	$ 67,375	$ 70,074	$ 72,839	$ 75,735	
GRADE 5									
LEAD CUSTODIAN	$ 47,462	$ 49,338	$ 51,346	$ 53,387	$ 55,526	$ 57,797	$ 60,035	$ 62,471	
GRADE 4									
CUSTODIAN	$ 43,183	$ 44,895	$ 46,672	$ 48,614	$ 50,523	$ 52,564	$ 54,637	$ 56,843	

RESOLUTION NO. 2024-027

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

*** * ***

AUTHORIZING FY2025 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 (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 certain unincorporated portions of Contra Costa County;

WHEREAS, the General Manager has recommended an adjustment to the non-represented administrative employees salary ranges to reflect a 4% increase to be effective July 1, 2024, as set forth in Attachment 1, and the establishment of a merit pool of $50,000 for 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, to be distributed within the discretion of the General Manager; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority approves the adjustments to the salary ranges for non-represented administrative employees as set forth in the FY2025 Annual Pay Scale attached hereto and incorporated herein as Attachment 1, to be effective July 1, 2024; and

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

Regularly passed and adopted this 20th day of June 2024 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Don Tatzin, Chair, Board of Directors

ATTEST:

_____
Lathina Hill, Clerk to the Board

County Connection

INTER OFFICE MEMO

To: Board of Directors **Date:** 06/06/2024

From: Amber Johnson, Chief Financial Officer **Reviewed by:** WC.

SUBJECT: Fiscal Year 2025 Proposed Budget and Forecast Update

Background:

County Connection's Fiscal Year (FY) 2025 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). A revised version of the budget was discussed by the Committee and Board in May. 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 2024-025 after a public hearing is conducted. There have been no revisions made since the version last reviewed in May.

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, 2024, to June 30, 2025 (FY 2025) proposes $54.7 million in operational expenses for fixed route and paratransit services with revenues to offset these costs. An additional $10 million is proposed in capital expenditures and associated revenue in the budget year. The budget includes the incorporation of a new discretionary reserve account that will help to strengthen the Authority's financial position.

The fixed route operating expense budget of $43.4 million is an 8 percent increase over the FY 2024 budget and allows for increases in fixed route service, with an optimistic assumption that recruitment efforts will continue to successfully fill vacant operator and mechanic positions. The primary drivers of increased expenses are personnel costs, investments in software, fuel price volatility, and contributions to the Automated Driving System (ADS) project.

The paratransit operating expense budget of $11.2 million is an 18.8 percent increase over the FY 2024 budget. The main cause for this large increase is due to paratransit ridership demand. County Connection's LINK service experienced faster growth in the paratransit program in FY 2024 than anticipated. In FY 2025, an additional growth factor of 5% over FY 2024 actuals has been applied, along with a 4% contractual rate increase.

The FY 2025 capital budget is $10 million and includes scheduled replacements of ten fixed route buses and three paratransit vehicles that have reached the end of their useful life, plus replacement of six non-revenue vehicles and the addition of one non-revenue vehicle dedicated to the mobile lobby. In addition, several necessary facility maintenance and modernization projects are included in the budget. Major project additions include a fuel tank replacement, concrete pad repairs, and necessary elevator improvements in both buildings. The revenue vehicles will receive 80% federal funding with a 20% match of TDA capital funds. The other capital projects are funded by TDA capital.

Table 1: Budget Summary

County Connection

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

FY 2025 BUDGET SUMMARY

	FY 2023 Actuals	FY 2024 Budget	FY 2024 Estimated Actuals	FY 2025 Proposed Budget	% Over/Under Prior Year Budget
Revenue:					
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%
Total Revenue	45,487,586	56,188,889	55,464,750	65,097,987	15.9%
Expenditures:					
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%
Total Expenditures	45,487,586	56,188,889	54,624,750	64,647,987	15.1%
Net Change in Fund Balance	-	-	840,000	450,000	
Operating and Capital Reserve					
TDA Reserve Balance	48,280,569	47,179,477	48,743,616	41,032,079	
Discretionary Reserve Balance	-	-	840,000	1,290,000	
Total Operating & Capital Reserve	$48,280,569	$47,179,477	$49,583,616	$42,322,079	

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

Financial Implications:

Adoption of the proposed FY 2025 Operating and Capital Budget as presented will result in total expenditure authority of $64,647,987.

Recommendation:

The Administration and Finance Committee and staff recommend approval of the proposed FY 2025 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 2024-025 following a public hearing.

Attachments:

Attachment 1: Proposed FY 2025 Operating and Capital Budget
Attachment 2: Resolution No. 2024-025

County Connection

Operating & Capital Budget

FY 24/25

TABLE OF CONTENTS

COUNTY CONNECTION OVERVIEW 1

County Connection Service Profile 1

BUDGET SUMMARY 2

Operating & Capital Reserve Balance 2

OPERATING REVENUES 3

Fares 4
Special Services 4
Advertising Revenue 4
State Transit Assistance (STA) 4
Measure J - Contra Costa Transportation Authority (CCTA) 5
Transportation Development Act (TDA) Articles 4.0 and 4.5 5
Federal Operating Funds 5
Low Carbon Transit Operations Program (LCTOP) 6
BART Express Funds 6
FTA 5307 ADA Paratransit Operating Funds 6
Fees From Partner Agencies - LAVTA and One Seat 6

OPERATING EXPENSES 8

Wages and Benefits 9
Pensions 9
Services 10
Materials & Supplies 10
Casualty & Liability 10
Purchased Transportation 11
Purchased Transportation - Partner Agencies 11
Capital Expenditures 13

FORECAST 14

TABLES

Table 1: Budget Summary 2
Table 2: Operating Revenues 7
Table 3: Operating Expenditures 12
Table 4: Capital Program – Budget Year 13
Table 5: Staffing Levels 15
Table 6: Capital Program 16
Table 7: Operating Forecast 17
Table 8: Reserves Projections 18
Table 9: Operating Expense Detail 19

CHARTS

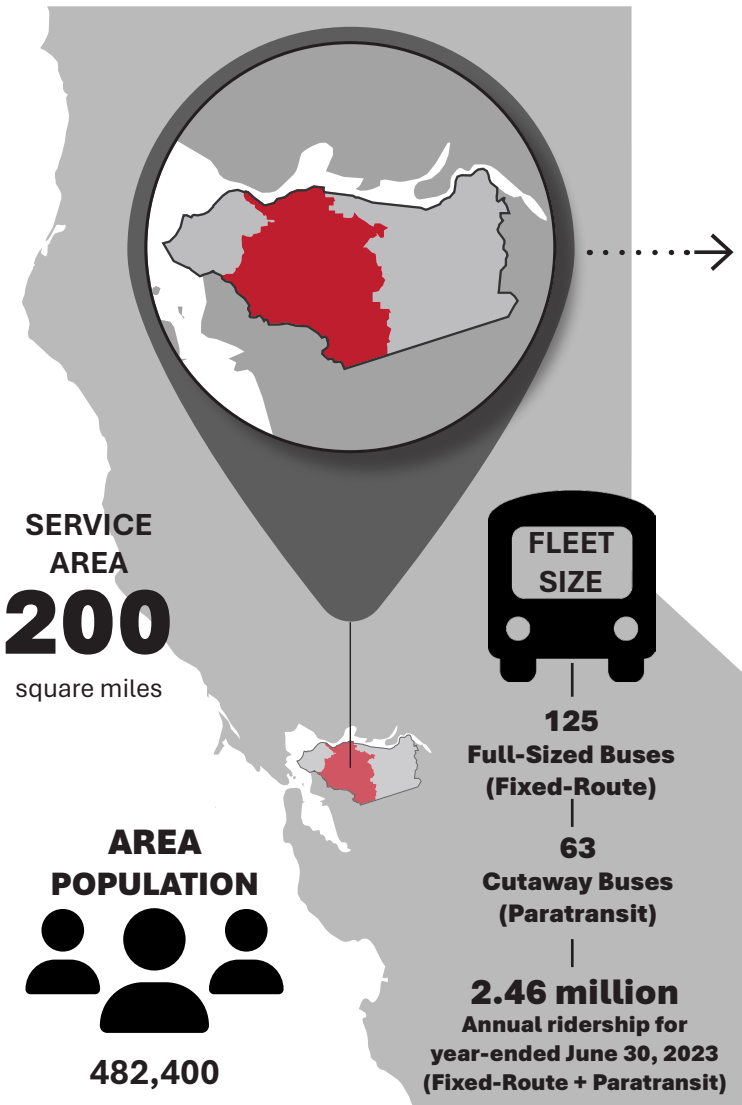
Chart 1: Operating Revenues 3
Chart 2: Operating Expenses 8
Chart 3: Pension Costs 10
Chart 4: Operating & Capital Reserve Projections 14

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.

County Connection Service Profile



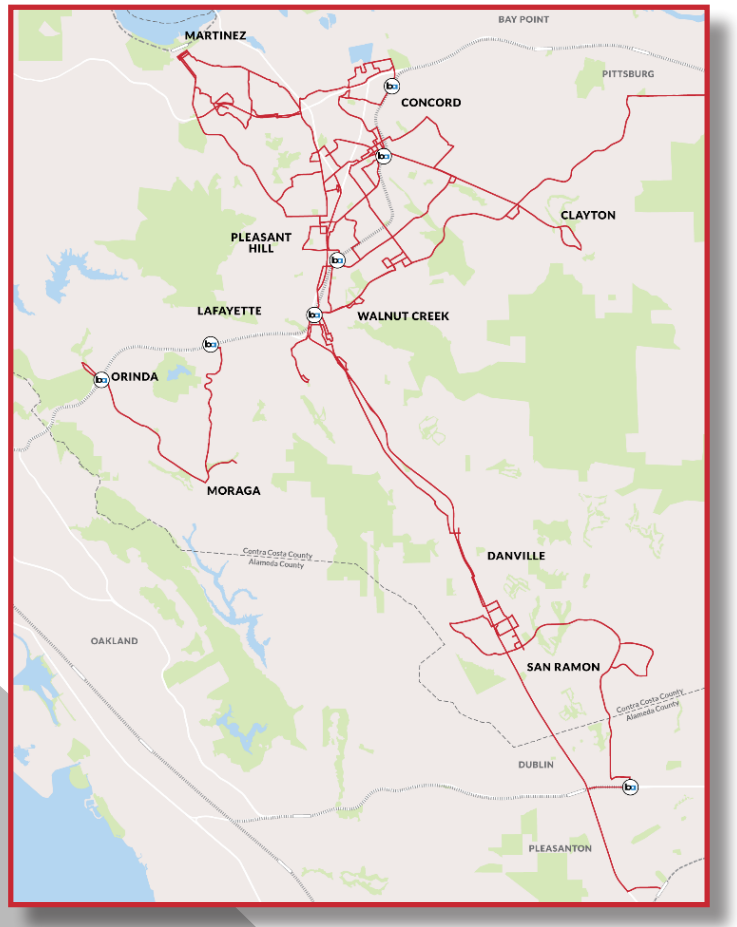


Figure 1: Service Area Map

BUDGET SUMMARY

The FY 2025 Budget proposes $54.7 million in operating expenses for fixed route and paratransit services with revenues to offset these costs. An additional $10 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 $31.7 million in TDA funds, which is $7.7 million more than the $24 million that MTC estimates will be allocated. The excess $7.7 million will be drawn from the Authority's TDA reserves and includes $4.1 million being utilized in the capital program. At the end of FY 2025, the Authority's Operating and Capital reserve is projected to be $42.3 million.

Table 1: Budget Summary

County Connection

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

FY 2025 BUDGET SUMMARY

	FY 2023 Actuals	FY 2024 Budget	FY 2024 Estimated Actuals	FY 2025 Proposed Budget	% Over/Under Prior Year Budget
Revenue:					
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%
Total Revenue	**45,487,586**	**56,188,889**	**55,464,750**	**65,097,987**	**15.9%**
Expenditures:					
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%
Total Expenditures	**45,487,586**	**56,188,889**	**54,624,750**	**64,647,987**	**15.1%**
Net Change in Fund Balance	**-**	**-**	**840,000**	**450,000**	
Operating and Capital Reserve					
TDA Reserve Balance	48,280,569	47,179,477	48,743,616	41,032,079	
Discretionary Reserve Balance	-	-	840,000	1,290,000	
Total Operating & Capital Reserve	**$ 48,280,569**	**$ 47,179,477**	**$ 49,583,616**	**$ 42,322,079**	

OPERATING & CAPITAL RESERVE BALANCE

In April of 2024, the Board revised its policy on Operating & Capital Reserves. This revision brought about significant changes to the policy which had not been modified since its original adoption in 1987. The policy now allows for the transfer of discretionary revenues to a reserve account that is held by County Connection, separately from the TDA reserve balance held on County Connection's behalf by the MTC. Revenue sources that are considered discretionary include advertising revenue and interest income. *(cont.)*

The new fund transfer process takes effect with a transfer on June 30, 2024 (FY 2024), which is estimated to be $840 thousand. In FY 2025, a transfer of $450 thousand is anticipated, bringing the total discretionary reserve to $1.3 million by the end of the budget year. Expanding the definition of the Operating & Capital Reserves to include discretionary revenues helps to diversify County Connection's portfolio and strengthen its financial position against future uncertainties.

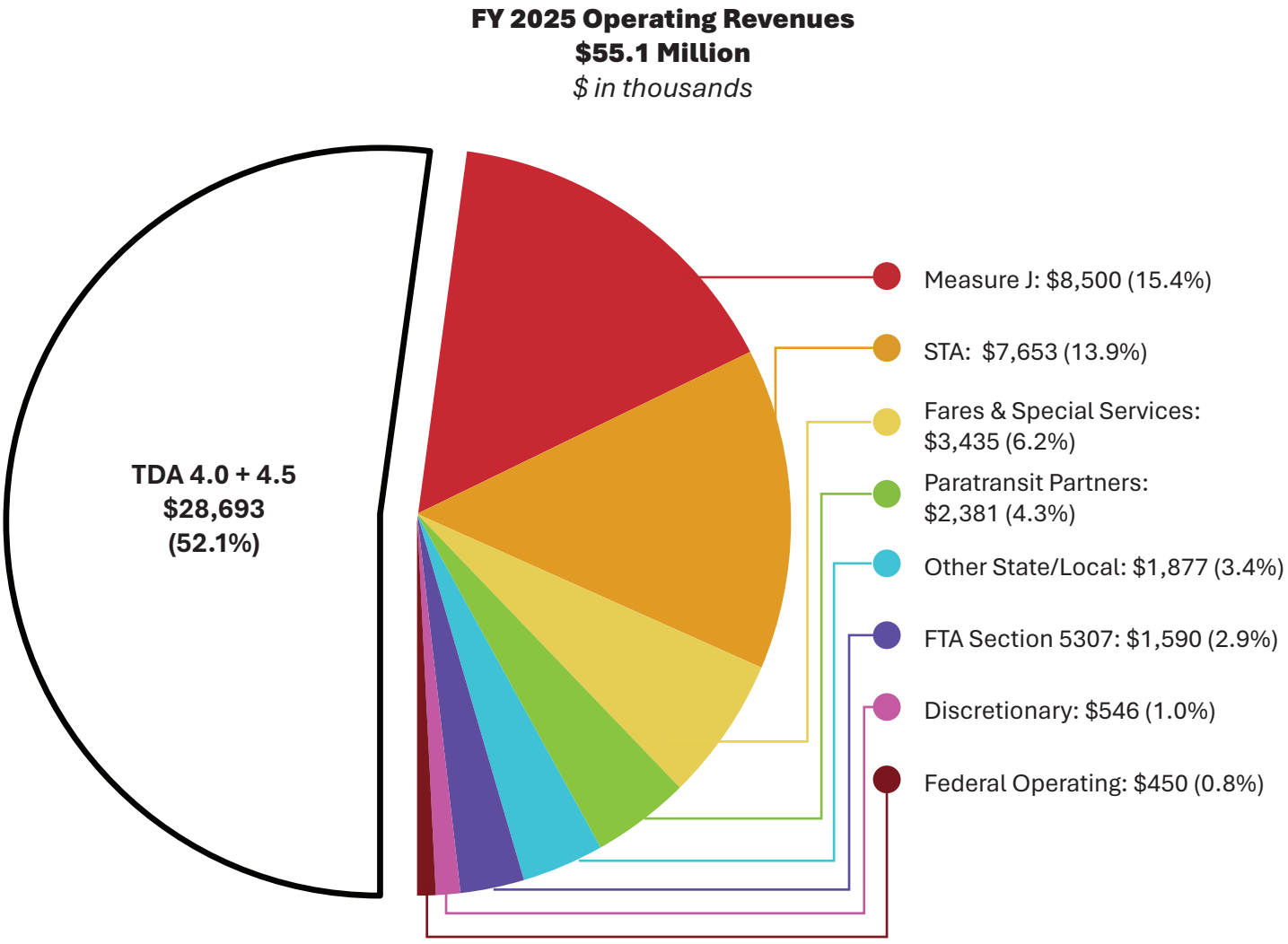
OPERATING REVENUES

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 2025 budget, staff referred to the Metropolitan Transportation Commission (MTC) revenue projections for STA, TDA and federal operating funds, used Contra Costa Transportation Authority (CCTA) estimates for Measure J, and applied conservative projections to passenger fares.

Chart 1: Operating Revenues



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 seen remarkable improvement with an estimated $2.4 million to be collected in FY 2024. The budget anticipates continued growth in ridership, with fare revenues modeled to reach 100% of pre-pandemic levels by FY 2029.

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 been replaced by youth pass subsidies and increased bus bridge revenues, bringing increased stability to this revenue source.

Advertising Revenue

Advertising revenue is an area that was heavily impacted by the COVID-19 pandemic. At the height of the pandemic, County Connection agreed to waive the contractual Minimum Annual Guarantee (MAG) with the advertising vendor. Since that time, some advertising revenue has returned, but is not projected to reach pre-pandemic levels in the near term.

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. *(cont.)*

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 $7.9 million in total STA funds in FY 2024; the budget presents a slightly more conservative estimate of $7.7 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 County Transportation Agency (CTA), 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 $2.6 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 ½ cent sales tax in Contra Costa County administered by CCTA for transportation planning, projects, and programs. Measure J provides funding for fixed route and paratransit services to County Connection. CCTA projects that sales tax will increase by about 2.5% in FY 2025 as compared to FY 2024, at roughly $120 million in Measure J revenue for the county. County Connection's share of this revenue is estimated to be $8.5 million, with $6.5 million in fixed route program revenue and $2 million in paratransit program revenue.

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.

The current MTC projections estimate that County Connection will be allocated $24 million in TDA 4.0 funding in FY 2025. Unused TDA revenue allocation is held by MTC and is available in future years. The budget proposes the use of $27.6 million in TDA operating and $4.1 million in TDA capital funds, which is $7.7 million more than the MTC estimate of $24 million, with the difference drawing upon past reserves.

MTC estimates that County Connection will receive $1 million in TDA 4.5 revenue, which will be utilized solely on paratransit services.

Federal Operating Funds

During the COVID-19 pandemic, County Connection received timely and significant federal funding for transit operations. The federal government passed three relief bills that provided one-time funding for transit operators. *(cont.)*

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)[1], 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.

County Connection utilized all $11.8 million in CARES Act funding in fiscal years 2020, 2021 and 2022, all $10.3 million in ARP Act funding in fiscal years 2022 and 2023, and all $3.7 million in CRRSAA funding in fiscal year 2024. No further federal relief funds are anticipated for fiscal year 2024 and beyond.

County Connection was awarded a grant from the Federal Highway Administration (FHWA) in the amount of $450,000 for a transit corridors study. This amount is included in FY 2025 federal operating revenues.

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. Current estimates indicate that this revenue source will see a slight decline over the prior year. $500 thousand is estimated to be received in FY 2025 as compared to $600 thousand the previous year.

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 ½-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 two years to partner with BART on temporary fiscal relief. These discussions resulted in temporary decreases to this revenue source in FY 2023 and FY 2024. A continued reduction of 25% has been applied to FY 2025, resulting in an allocation of $820 thousand for this fiscal year. 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. The most recent allocation of these funds from MTC indicated that County Connection will receive $1.6 million in FTA 5307 paratransit funds in the budget year.

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 details about these programs is provided in the expenses section of the budget document.

---

[1]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 2: Operating Revenues

County Connection

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

FY 2025 PROPOSED BUDGET- OPERATING REVENUES

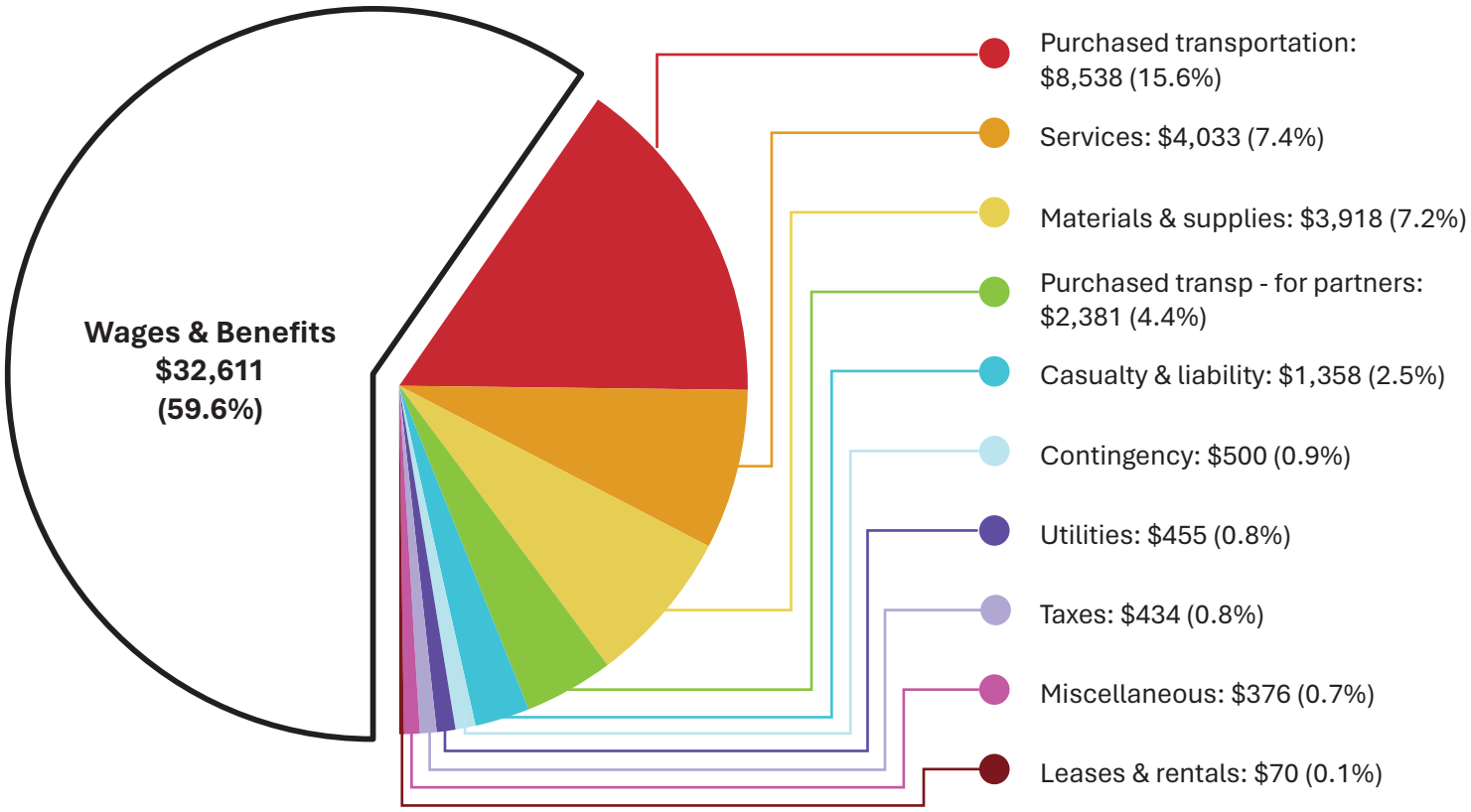
Category	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated Actual	FY 2025 Proposed Budget	% change from FY 2024 Budget
Fixed Route					
Fare revenue	$ 2,440,019	$ 1,961,000	$ 2,014,830	$ 2,241,000	14.3%
Special service revenue	884,030	586,014	774,606	748,906	27.8%
Total Fare Revenue	**3,324,049**	**2,547,014**	**2,789,436**	**2,989,906**	**17.4%**
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%
Total Other Revenue	**30,741,616**	**37,661,208**	**35,956,398**	**40,889,297**	**8.6%**
Total Fixed Route Revenue	**34,065,665**	**40,208,222**	**38,745,834**	**43,879,203**	**9.1%**
Paratransit					
Fare revenue	359,247	350,000	418,966	445,300	27.2%
Total Fare Revenue	**359,247**	**350,000**	**418,966**	**445,300**	**27.2%**
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%
Total Other Revenue	**6,196,743**	**7,199,667**	**7,610,315**	**8,419,184**	**16.9%**
Subtotal Paratransit Revenue	**6,555,990**	**7,549,667**	**8,029,280**	**8,864,484**	**17.4%**
Paratransit Partners					
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%
Subtotal Partner Revenue	**1,897,932**	**1,920,000**	**2,178,636**	**2,380,900**	**24.0%**
Total Paratransit Revenue	**8,453,921**	**9,469,667**	**10,207,916**	**11,245,384**	**18.8%**
Total Revenue	**$ 42,519,586**	**$ 49,677,889**	**$ 48,953,750**	**$ 55,124,587**	**11.0%**

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 2025 Operating Expenses
$54.7 Million
$ in thousands



Major expenditure categories are discussed in greater detail below, and pages 19 to 31 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. In addition, County Connection implemented a referral program in January 2024, which has already been showing signs of success. 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 many 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

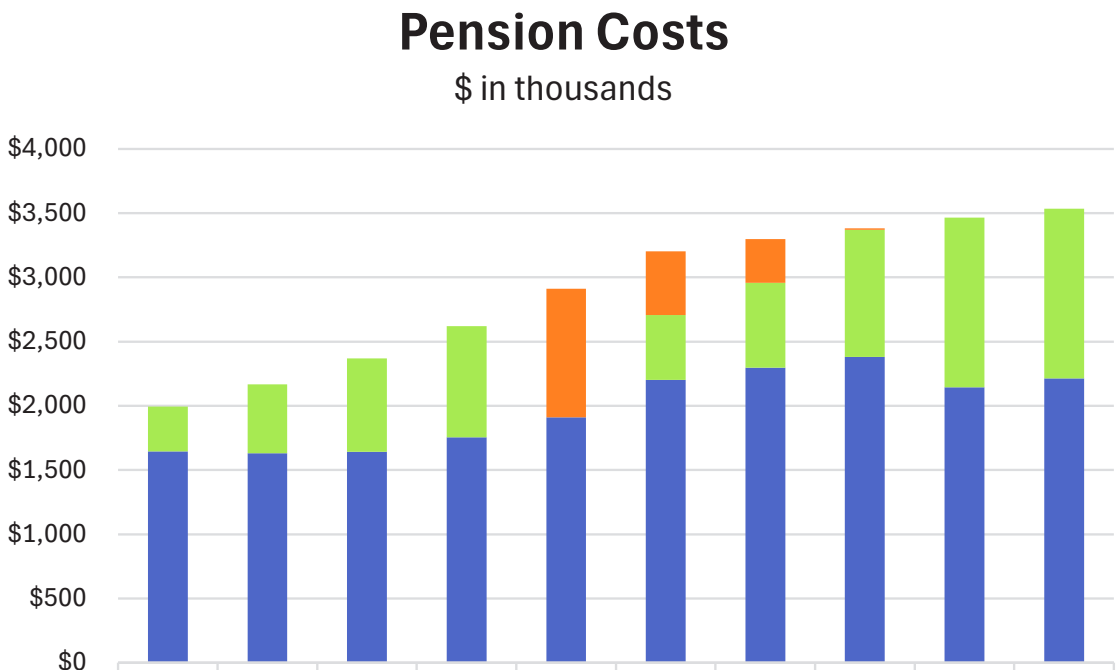
County Connection contracts with the California Public Employees' Retirement System (CalPERS) for its employee defined-benefit pension plans. The Authority is statutorily required to pay the Annual Required Contribution (ARC) to CalPERS. The ARC comprises two elements; the Normal Cost (NC), which is 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 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. During the break in required UAL payments, County Connection contributed $1 million to the 115 trust for pensions.

A loss on investment reported by CalPERS in the year ended June 30, 2022 resulted in a return to UAL payments, with $505 thousand due to CalPERS in FY 2025. The budget includes a contribution of $495 thousand to the 115 trust for pensions, bringing the total investment in pensions to $1 million for FY 2025.

CalPERS has reported a net return of 5.8% on its investments for the year ended June 30, 2023. Since this return falls short of the expected 6.8% return on investments, an additional UAL amount will likely be calculated by CalPERS for FY 2026. This information will be made available in July 2024 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: Pension Costs



	2020 - Act	2021 - Act	2022 - Act	2023 - Est	2024 - BUD	2025 - Proj	2026 - Proj	2027 - Proj	2028 - Proj	2028 - Proj
115	$0	$0	$0	$0	$1,000	$495	$340	$10	$0	$0
UAL	$350	$538	$728	$864	$0	$505	$660	$990	$1,320	$1,320
NC	$1,644	$1,630	$1,641	$1,755	$1,911	$2,202	$2,298	$2,381	$2,145	$2,215

Services

Expenses in the services category include legal fees, service repair, promotions, software, and on-call planning contracts. The bulk of the increase in this category is due to inflationary increases in outsourced service repair, increased software costs for Swiftly and other software subscriptions, travel training costs, lobbyist costs, and other service development consultant costs.

Materials and Supplies

The largest expense in the materials and supplies category is diesel fuel. Diesel prices remain volatile and difficult to predict. The budget includes a 9% increase in fuel costs as compared to the prior budget year. This category also contains expenditures for furniture and equipment that was historically budgeted to capital expenditures. Beginning in FY 2024, these purchases are 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 have stabilized somewhat as compared to the large increases experienced in FY 2024, with a modest increase budgeted to FY 2025.

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 has returned at a rapid pace in FY 2024, resulting in sharp growth in contracted payments. The FY 2025 paratransit purchased transportation budget is based on a 4% contract escalation, plus a 5% increase in ridership over the FY 2024 demand.

In the fixed route budget, County Connection has pledged to support the new ADS demonstration project by funding three full-time Transdev staff persons to man the vehicles. These costs are budgeted to the purchased transportation category.

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.

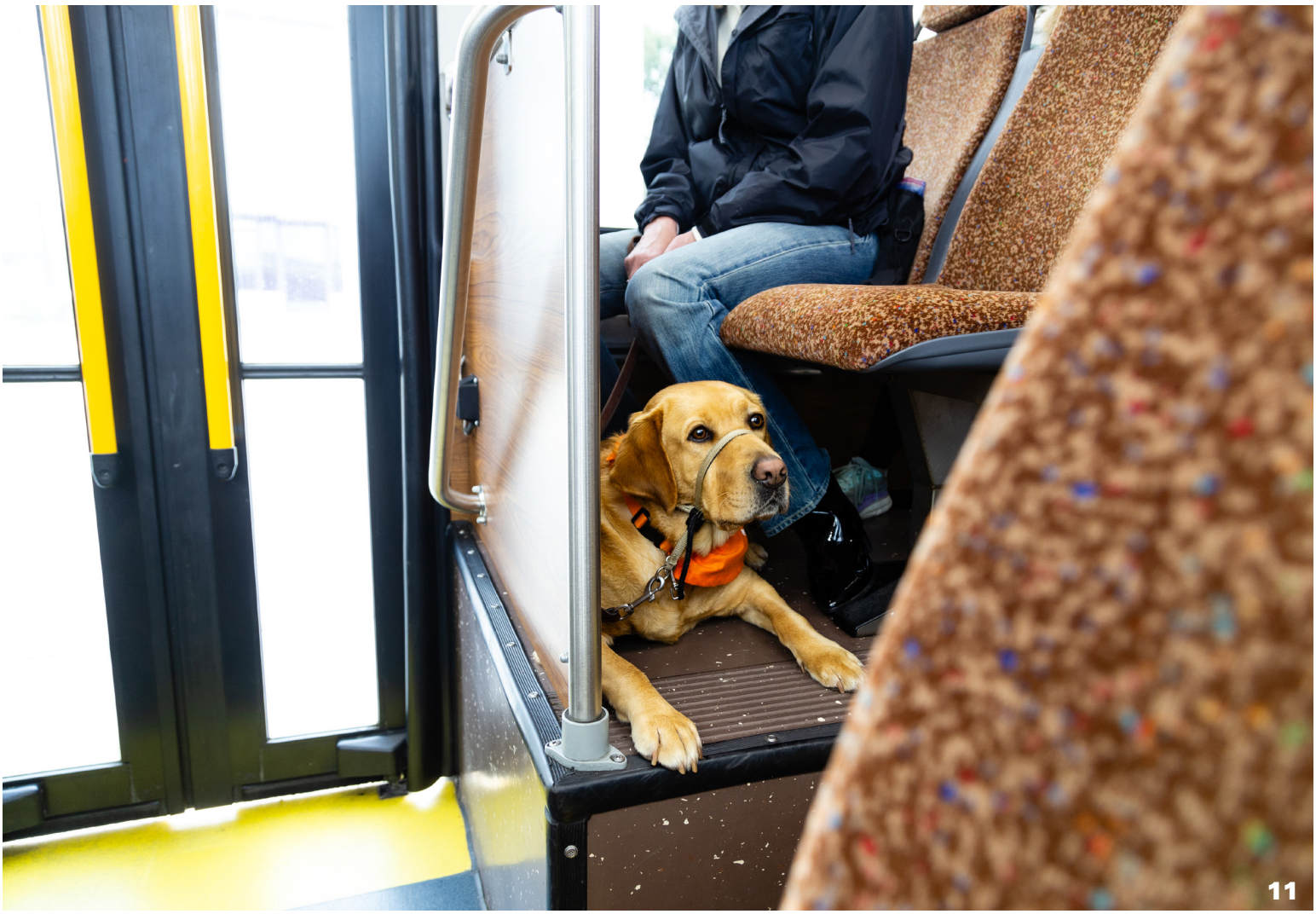


Table 3: Operating Expenditures

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
Fixed Route					
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%
Total Wages and benefits	**25,633,334**	**30,068,145**	**28,600,630**	**32,031,703**	**6.5%**
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%
Total Other Exp (non-wages)	**8,432,331**	**9,640,077**	**9,305,204**	**10,897,500**	**13.0%**
Contingency	-	500,000	-	500,000	0.0%
Total Fixed Route Expenses	**34,065,665**	**40,208,223**	**37,905,834**	**43,429,203**	**8.0%**
Paratransit					
Wages	321,303	319,835	319,332	339,883	6.3%
Fringe benefits	190,040	230,831	215,959	239,253	3.6%
Total Wages and benefits	**511,343**	**550,667**	**535,291**	**579,136**	**5.2%**
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%
Total Other Exp (non-wages)	**6,044,646**	**6,999,000**	**7,493,989**	**8,285,348**	**18.4%**
Subtotal Paratransit Expenses	**6,555,989**	**7,549,667**	**8,029,280**	**8,864,484**	**17.4%**
Purchased transp - for partners	1,897,932	1,920,000	2,178,636	2,380,900	24.0%
Total Partner Expenses	**1,897,932**	**1,920,000**	**2,178,636**	**2,380,900**	**24.0%**
Total Paratransit Expenses	**8,453,921**	**9,469,667**	**10,207,916**	**11,245,384**	**18.8%**
Total Expenses	**$ 42,519,586**	**$ 49,677,889**	**$ 48,113,750**	**$ 54,674,587**	**10.1%**

Capital Expenditures

The FY 2025 capital budget includes scheduled replacements of ten big bus and three paratransit vehicles that have reached the end of their useful life, plus replacement of six non-revenue vehicles and the addition of one non-revenue vehicle dedicated to the mobile lobby. It is anticipated that the Authority will utilize 80% federal funding for the bus procurements, matched with TDA capital funds. TDA capital funds will also be utilized on the non-revenue vehicle purchases.

In addition, several necessary facility maintenance and modernization projects are included in the budget. Major project additions include a fuel tank replacement, concrete pad repairs, 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.

Table 4: Capital Program – Budget Year

County Connection

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

FY 2025 CAPITAL PROGRAM-BUDGET YEAR

$ in thousands

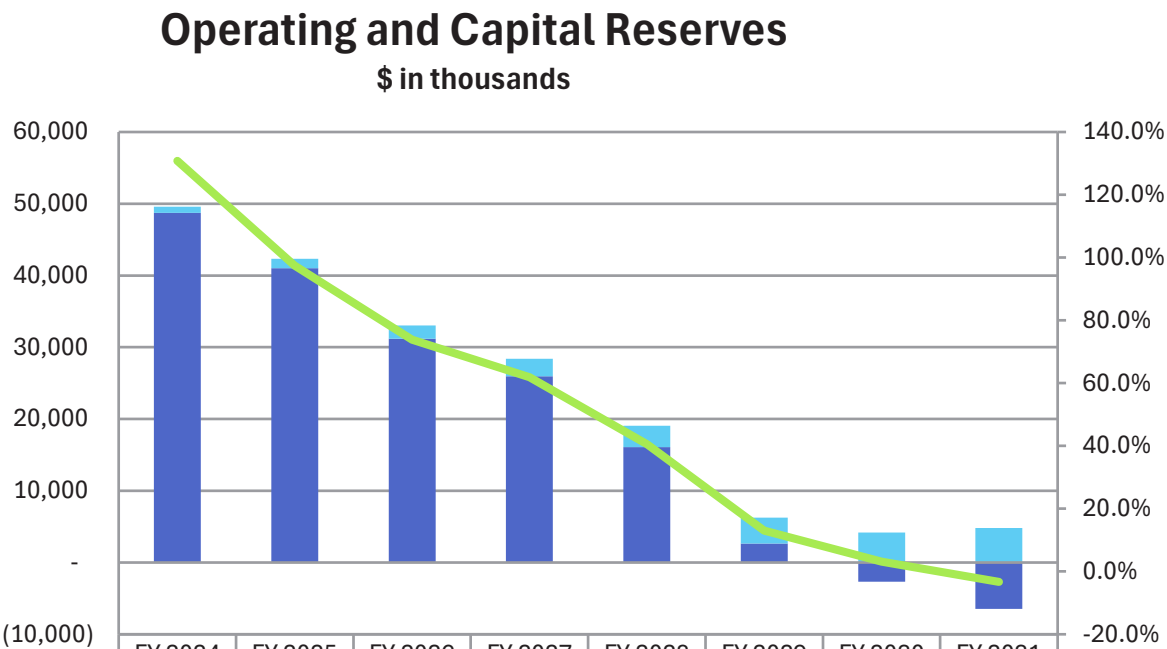
	Funding Source		
Capital Category	**Federal 5307**	**MTC TDA**	**Total**
Non Revenue Fleet	$ -	$ 400	$ 400
Revenue Fleet	5,839	1,460	$ 7,298
Facility Maintenance and Modernization	-	1,505	$ 1,505
Street Amenities	-	370	$ 370
Information Technology	-	100	$ 100
Maintenance Equipment & Tools	-	250	$ 250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

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, County Connection 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.

Chart 4: Operating and Capital Reserve Projections



	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Discretionary Reserve	840	1,290	1,846	2,413	2,992	3,581	4,182	4,795
TDA Reserve	48,744	41,032	31,189	25,963	16,080	2,657	(2,660)	(6,444)
Percentage of operating budget	130.8%	97.5%	73.9%	61.9%	40.6%	13.0%	3.1%	-3.3%

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 5: Staffing Levels

COUNTY CONNECTION

Central Contra Costa Transit Authority

Staffing Levels

Position Type	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ACTUAL	**FY 2024 BUDGETED**	FY 2024 ACTUAL	**FY 2025 PROPOSED**
Transportation						
Transportation administration	4.0	4.0	4.0	**4.0**	4.0	**4.0**
Training	0.0	1.0	1.0	**1.0**	1.0	**1.0**
Transit Supervisor/Dispatcher	11.0	11.0	11.0	**12.0**	11.0	**12.0**
	15.0	16.0	16.0	**17.0**	16.0	**17.0**
Full-time runs	108.0	100.0	106.0	**115.0**	104.0	**115.0**
Part-time runs	3.0	4.0	2.0	**4.0**	4.0	**4.0**
Full-time stand-by (Protection)	39.0	35.0	33.0	**36.0**	28.0	**36.0**
	150.0	139.0	141.0	**155.0**	136.0	**155.0**
Total Transportation	**165.0**	**155.0**	**157.0**	**172.0**	152.0	**172.0**
Maintenance						
Maintenance administration	5.0	5.0	4.0	**4.0**	4.0	**4.0**
Facilities	6.0	6.0	7.0	**7.0**	7.0	**7.0**
	11.0	11.0	11.0	**11.0**	11.0	**11.0**
Mechanic, Level VI	2.0	1.0	1.0	**3.0**	4.0	**3.0**
Mechanic, Level V	3.0	2.0	1.0	**3.0**	3.0	**3.0**
Mechanic, Level IV	4.0	4.0	5.0	**5.0**	3.0	**5.0**
Mechanic, Level III	5.0	5.0	3.0	**5.0**	3.0	**5.0**
Mechanic, Level II	2.0	2.0	3.0	**2.0**	1.0	**2.0**
Mechanic, Level I	-	2.0	1.0	**-**	1.0	**-**
Bus service workers	8.0	10.0	8.0	**11.0**	11.0	**11.0**
	24.0	26.0	22.0	**29.0**	26.0	**29.0**
Total Maintenance	**35.0**	**37.0**	**33.0**	**40.0**	37.0	**40.0**
General Administration						
General Administration	4.0	4.0	5.0	**5.0**	5.0	**4.0** (a)
Procurement & Inventory	3.0	3.0	4.0	**4.0**	4.0	**4.0**
Finance	5.0	5.0	4.0	**5.0**	5.0	**5.0**
Human Resources	2.0	2.0	3.0	**3.0**	3.0	**4.0** (a)
Customer service	6.0	6.0	6.0	**6.0**	6.0	**6.0**
Information Technology	3.0	3.0	3.0	**3.0**	3.0	**3.0**
Planning & Marketing	6.0	5.0	6.0	**7.0**	6.0	**7.0**
Total General Administration	29.0	28.0	31.0	**33.0**	32.0	**33.0**
Fixed Route Operations Total	**229.0**	**220.0**	**221.0**	**245.0**	221.0	**245.0**
Paratransit	3.0	4.0	4.0	**4.0**	4.0	**4.0**
Total Operations	**232.0**	**224.0**	**225.0**	**249.0**	225.0	**249.0**

(a) 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.

Table 6: Capital Program

COUNTY CONNECTION

Central Contra Costa Transit Authority

Capital Program

Fiscal Years 2022 - 2031

$ In Thousands

	actuals		estimated	**proposed**	projected					
Capital Program (a):	**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
Total Capital Program	**$ 250**	**$ 29,568**	**$ 6,511**	**$ 9,973**	**$ 21,132**	**$ 920**	**$ 26,570**	**$ 43,635**	**$ 6,125**	**$ 1,025**
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	-	-
Total Capital Program by Service	**$ 250**	**$ 29,568**	**$ 6,511**	**$ 9,973**	**$ 21,132**	**$ 920**	**$ 26,570**	**$ 43,635**	**$ 6,125**	**$ 1,025**

Capital Funding by Source	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**	**FY 2030**	**FY 2031**
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 Rollove	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Regional Measure 3	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TBD - ZEB Funding	$ -	$ -	$ -	$ -	$ -	$ -	$ 160	$ 4,000	$ 400	$ 400
Total Capital Funding by Source	**$ 250**	**$ 24,568**	**$ 6,511**	**$ 9,973**	**$ 21,132**	**$ 920**	**$ 26,570**	**$ 43,635**	**$ 6,125**	**$ 1,025**

Revenue Fleet Replacements	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**	**FY 2030**	**FY 2031**
# Fixed Route Vehicles	-	40	-	10	7	-	37	27	4	-
# Paratransit Vehicles	-	15	-	3	45	-	-	18	-	-
Total Revenue Fleet Replacement	**-**	**55**	**-**	**13**	**52**	**-**	**37**	**45**	**4**	**-**

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 infrastru costs, per the adopted ZEB Rollout Plan. Funding for future ZEB infrastructure projects is still being identified.

Table 7: Operating Forecast

COUNTY CONNECTION

Central Contra Costa Transit Authority

Operating Forecast

Fiscal Years 2022 - 2031

$ In Thousands

	actuals		estimated	proposed	projected					
FIXED ROUTE OPERATING REVENUE	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**	**FY 2030**	**FY 2031**
Revenue Hours	***188,644***	***186,700***	***188,000***	***191,000***	***196,730***	***200,000***	***200,000***	***200,000***	***200,000***	***200,000***
Fare revenue	1,936	2,440	2,015	2,241	2,297	2,354	2,402	2,450	2,486	2,524
Special service revenue	500	884	775	749	756	764	772	779	787	795
Advertising revenue	292	270	340	200	200	200	200	200	200	200
Non-Operating revenue	(77)	507	1,094	346	356	367	378	389	401	413
State Transit Assistance (STA)	5,020	4,934	6,275	6,616	6,814	7,019	7,229	7,446	7,670	7,900
Measure J Sales Tax	5,453	5,972	6,500	6,500	6,695	6,896	7,103	7,316	7,535	7,761
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
BART Feeder Funds	892	734	641	820	845	870	896	923	951	979
Other State Grants	152	134	135	130	130	132	134	136	138	140
Dougherty Valley Dev Fees	123	394	70	-	-	-	-	-	-	-
Other Local Grants/Contributions	9	5	10	15	20	20	20	20	20	20
RM2/RM3/Express	33	291	140	170	173	177	180	184	188	191
TOTAL FIXED ROUTE OPERATING REVENUE	**31,748**	**34,065**	**38,746**	**43,879**	**45,288**	**46,417**	**47,575**	**48,526**	**49,496**	**50,486**
TOTAL FIXED ROUTE OPERATING EXPENSES	**31,748**	**34,066**	**37,906**	**43,429**	**44,732**	**45,850**	**46,997**	**47,937**	**48,895**	**49,873**
% change over prior year	**2.88%**	**7.30%**	**11.27%**	**14.57%**	**3.00%**	**2.50%**	**2.50%**	**2.00%**	**2.00%**	**2.00%**
PARATRANSIT OPERATING REVENUE										
Revenue Hours	***50,000***	***60,000***	***66,000***	***75,900***	***91,080***	***109,296***	***112,575***	***112,575***	***112,575***	***115,952***
Fare revenue	107	359	419	445	468	489	511	531	552	572
FTA Section 5307	1,774	1,825	1,839	1,590	1,622	1,655	1,688	1,721	1,756	1,791
TDA Article 4.5	1,211	1,311	1,162	1,079	1,117	1,156	1,197	1,239	1,282	1,327
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
State Transit Assistance (STA)	612	368	1,041	1,037	1,068	1,100	1,133	1,167	1,202	1,238
BART ADA Service/Other	209	207	227	236	238	240	243	245	248	250
Fare revenue - LAVTA	18	26	33	34	36	37	39	41	42	44
Special service - One Seat Ride	157	354	342	376	395	414	435	457	480	504
LAVTA Fees	1,120	1,518	1,804	1,971	2,069	2,173	2,282	2,396	2,515	2,641
TOTAL PARATRANSIT OPERATING REVENUE	**7,564**	**8,454**	**10,208**	**11,245**	**11,808**	**12,339**	**12,894**	**13,410**	**13,946**	**14,435**
TOTAL PARATRANSIT OPERATING EXPENSES	**7,568**	**8,454**	**10,208**	**11,245**	**11,808**	**12,339**	**12,894**	**13,410**	**13,946**	**14,435**
% change over prior year	**49.8%**	**11.7%**	**20.7%**	**10.2%**	**5.0%**	**4.5%**	**4.5%**	**4.0%**	**4.0%**	**3.5%**
TOTAL OPERATING EXPENSES*	**39,316**	**42,520**	**48,114**	**54,675**	**56,540**	**58,189**	**59,891**	**61,347**	**62,842**	**64,308**

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

Table 8: 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
Total Operating & Capital Reserve	**42,375**	**48,281**	**49,584**	**42,322**	**33,036**	**28,376**	**19,072**	**6,238**	**1,522**	**(1,649)**
% of operating budget	133.5%	141.7%	130.8%	97.5%	73.9%	61.9%	40.6%	13.0%	3.1%	-3.3%

Table 9: 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*
Fixed Route						
Wages						
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	
Wages Total	**14,910,623**	**16,525,369**	**16,334,897**	***(190,472)***	**18,283,470**	***10.6%***

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*
Fringe benefits-other						
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 & Traning	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 Wrkrs	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	

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*
Medical, Scheduling	6,599	15,980	7,285	*(8,695)*	8,014	
Medical, Operators	556,148	655,999	637,558	*(18,441)*	776,455	
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	
OtherPostEmployBenfits(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	

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*
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	
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 Wrkrs	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	

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*
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	
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	
Fringe benefits-other Total	**8,301,654**	**10,613,408**	**9,607,540**	***(1,005,868)***	**10,820,772**	***2.0%***
Fringe benefits-paid time off						
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	

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*
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	
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	

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*
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	
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	
Fringe benefits-paid time off Total	**2,421,057**	**2,929,368**	**2,658,193**	***(271,176)***	**2,927,461**	***-0.1%***
Services						
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	

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*
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/Hydrl/Tow	10,974	10,000	10,000	*0*	15,000	
SVR, Engine	7,560	125,000	150,000	*25,000*	217,500	
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-MaintenanceServce	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	
Services Total	**2,289,120**	**3,373,880**	**2,960,182**	***(413,698)***	**3,663,150**	***8.6%***
Materials and supplies						
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	

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*
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	
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	
Materials and supplies Total	**3,580,187**	**3,652,900**	**3,884,360**	***231,460***	**3,913,700**	***7.1%***
Utilities						
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	
Utilities Total	**363,997**	**382,000**	**392,340**	***10,340***	**395,000**	***3.4%***

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*
Casualty and liability						
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	
Casualty and liability Total	**894,268**	**1,325,231**	**1,175,604**	***(149,627)***	**1,340,000**	***1.1%***
Purchased transportation						
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	
Purchased transportation Total	**181,353**	**206,551**	**155,000**	***(51,551)***	**170,000**	***-17.7%***
Miscellaneous						
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	
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	

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*
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	
Miscellaneous Total	**729,791**	**263,000**	**258,679**	***(4,321)***	**366,250**	***39.3%***
Taxes						
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	
Taxes Total	**340,748**	**368,015**	**411,438**	***43,423***	**434,400**	***18.0%***
Leases and rentals						
Radio Site Lease	38,272	53,500	52,600	*(900)*	55,000	
Eqpmnt Leases	14,594	15,000	15,000	*0*	15,000	
Leases and rentals Total	**52,866**	**68,500**	**67,600**	***(900)***	**70,000**	***2.2%***
Contingency						
Contingency Expense		500,000	0	*(500,000)*	500,000	
Contingency Total		**500,000**	**0**	***(500,000)***	**500,000**	***0.0%***
Fixed Route Total	**34,065,665**	**40,208,223**	**37,905,834**	***(2,302,389)***	**42,884,203**	***6.7%***

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*
Paratransit						
Wages						
Wages, Gnl Admin	321,303		0	*0*		
Wages, Paratransit		319,835	319,332	*(503)*	339,883	
Wages Total	**321,303**	**319,835**	**319,332**	***(503)***	**339,883**	***6.3%***
Fringe benefits						
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	
Fringe benefits Total	**190,040**	**230,831**	**215,959**	***(14,872)***	**239,253**	***3.6%***
Services						
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	
Services Total	**147,672**	**109,000**	**156,311**	***47,311***	**225,000**	***106.4%***
Materials and supplies						
Office Supply, P/T	434	4,000	4,000	*0*	4,000	
Materials and supplies Total	**434**	**4,000**	**4,000**	***0***	**4,000**	***0.0%***
Utilities						
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	
Utilities Total	**42,344**	**57,000**	**57,932**	***932***	**60,000**	***5.3%***

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*
Casualty and liability						
Property Premiums	6,792	9,000	7,207	*(1,793)*	7,928	
Liability Premiums	8,216	9,000	9,314	*314*	10,245	
Casualty and liability Total	**15,008**	**18,000**	**16,521**	***(1,479)***	**18,173**	***1.0%***
Purchased transp - for partners						
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	
Purchased transp - for partners Total	**1,881,986**	**1,920,000**	**2,178,636**	***258,636***	**2,380,900**	***24.0%***
Purchased transportation						
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	
Purchased transportation Total	**5,849,163**	**6,791,000**	**7,256,225**	***465,225***	**8,368,175**	***23.2%***
Miscellaneous						
Training/Subs, Paratransi		10,000	3,000	*(7,000)*	10,000	
Miscellaneous Exp	5,971	10,000	0	*(10,000)*	0	
Miscellaneous Total	**5,971**	**20,000**	**3,000**	***(17,000)***	**10,000**	***-50.0%***
Paratransit Total	**8,453,921**	**9,469,667**	**10,207,916**	***738,249***	**11,645,384**	***23.0%***
Grand Total	**42,519,586**	**49,677,889**	**48,113,750**	***(1,564,139)***	**54,529,587**	***9.8%***

RESOLUTION NO. 2024-025

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

*** * ***

ADOPTION OF FINAL FISCAL YEAR 2025 OPERATING AND CAPITAL BUDGET IN THE AMOUNT OF $64,647,987

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 (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 certain unincorporated portions of Contra Costa County;

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 CCCTA's transit program;

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 2025 in the amount of approximately $54.7 million, 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 2025 in the amount of $10 million.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority hereby adopts the Operating and Capital Budget for Fiscal Year 2025 in the amount of $64,647,987, 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 20th day of June 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Don Tatzin, Chair, Board of Directors

ATTEST:

_____
Lathina Hill, Clerk to the Board

County Connection

INTER OFFICE MEMO

To: Board of Directors **Date:** 6/12/2024

From: Marcel Longmire, Director of Maintenance **Reviewed by:** WC.

SUBJECT: Battery Electric Bus Availability and Cost Update

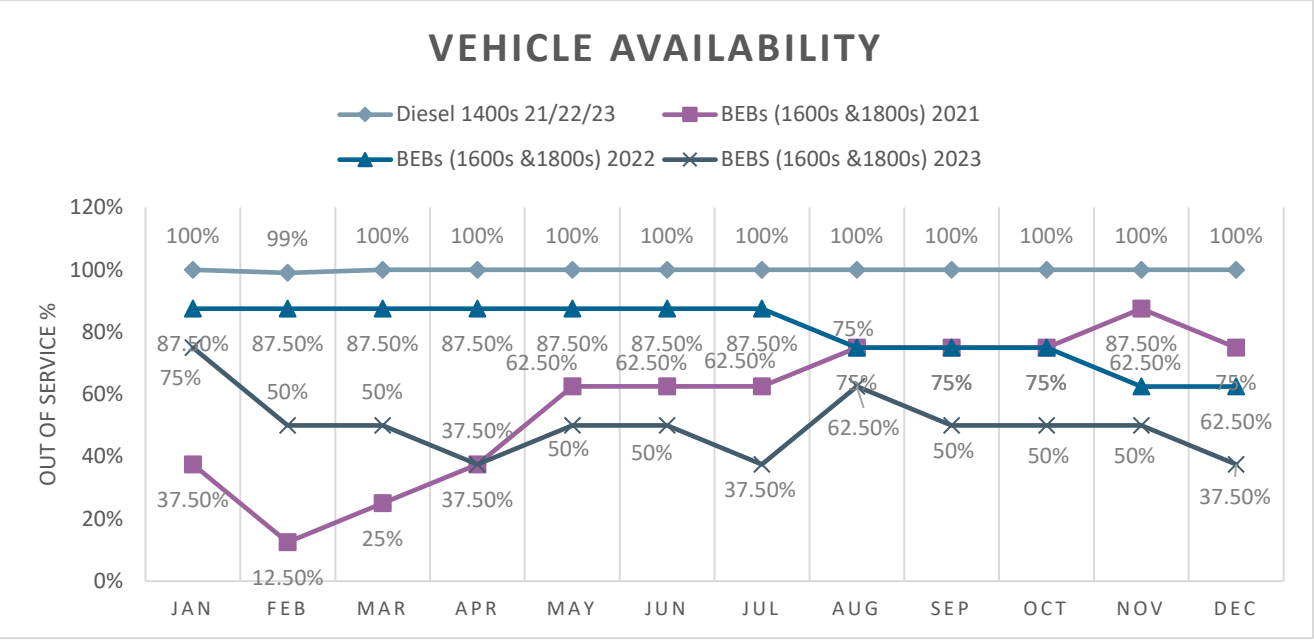
Background:

County Connection 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 Route 4 and 5. Two inductive chargers were installed at the Walnut Creek BART Station to support the continuous operations on these two routes. Its important to note that two 50 kW Wave chargers were installed at the County Connection yard to provide overnight depot charging as both plug-in depot chargers failed and could not be repaired.

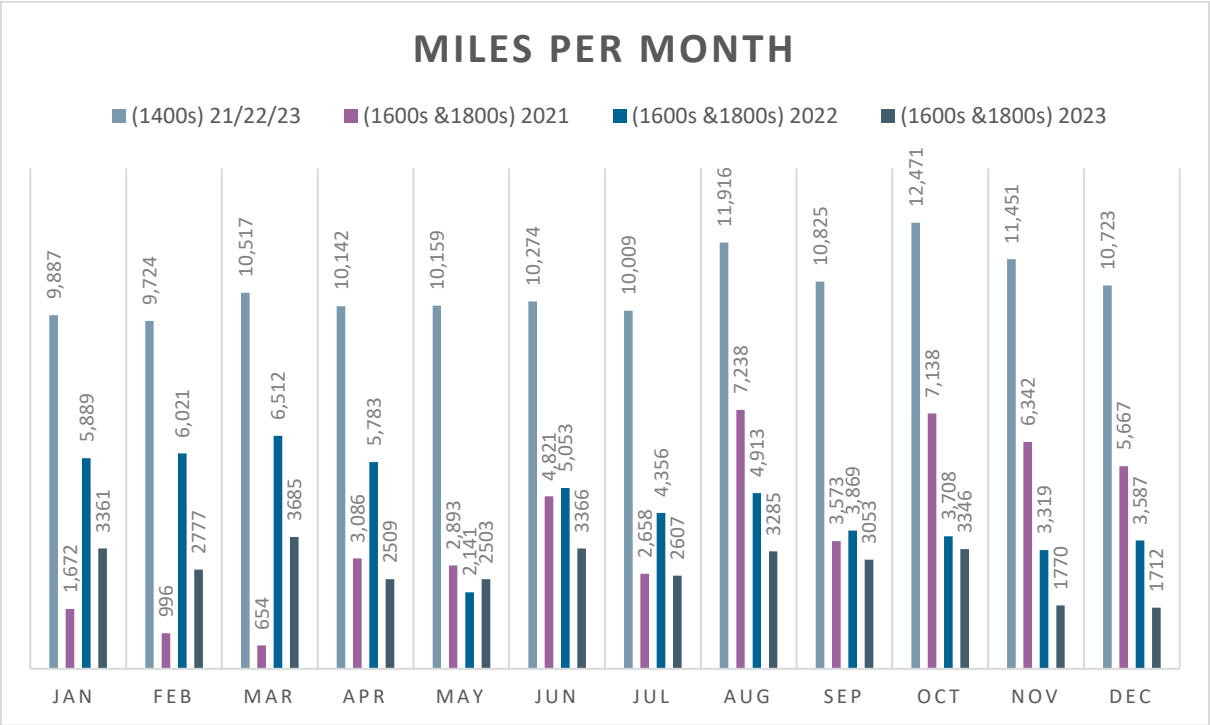
The BEBs have traveled 393,954 service miles since January 1, 2017. This update's focus is to compare the electric bus fleet to the 1400 series diesel bus fleet from January 1, 2023, through December 31, 2023. We have also included the data from January 1, 2021, through December 31, 2021, and January 1, 2022, through December 31, 2022, as reference points.

Maintenance and Operations:

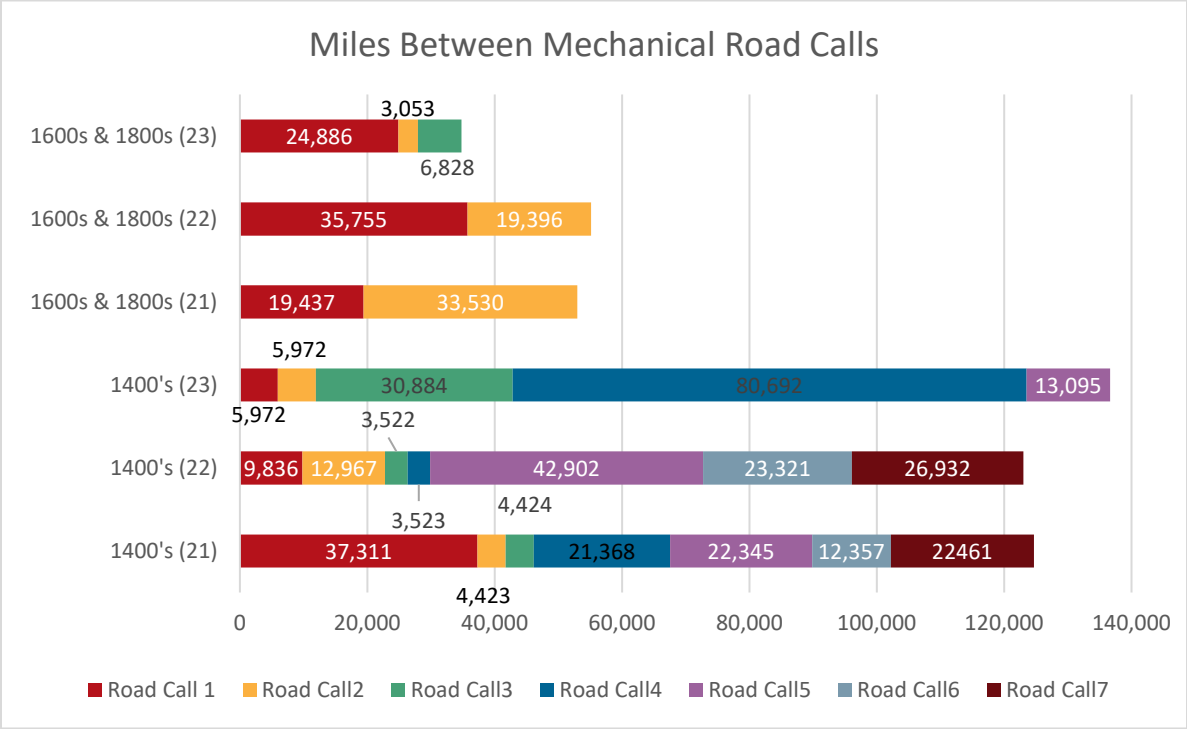
Since January 2023 the electric bus availability averaged ***50%***, down from ***80%*** in 2022 (was 57% in 2021). The bus availability for the 1400-series diesel fleet was a remarkable 100% up from 98% in 2021. For the BEBs parts availability and battery issues are still a major problem. Over the past couple of months, the BEBs ran into an issue dealing with a shortage of electronic components that has also been an industry wide problem.



Miles per month for the 1400s and BEBs from 2021-2023:



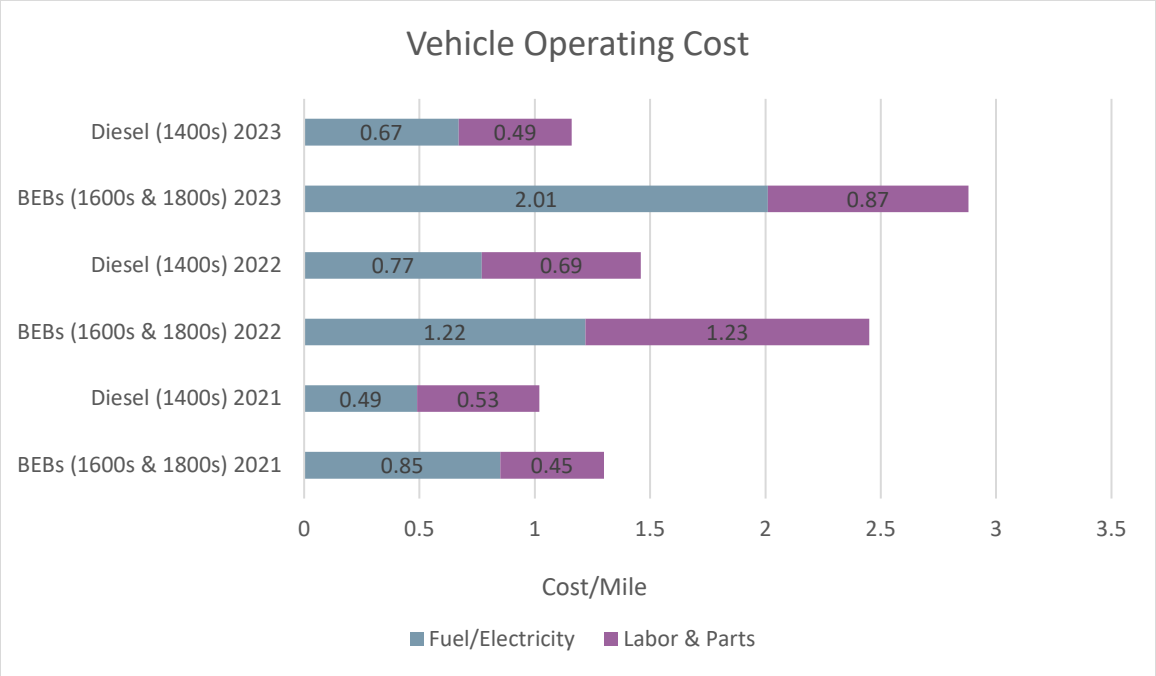
One area the BEBs saw a downturn in performance over the past year was miles between road calls. The BEBs saw three road calls over 34,767 miles (*11,589* avg between mechanical road calls in 2023). This number increased from two road calls over 55,152 miles (*27,576* avg) in 2022 and two road calls over 52,968 miles (26,484 avg) in 2021. During the same comparison period in 2023 the 1400-series diesel fleet had five road calls over 136,615 miles (27,323 avg). In 2022 the 1400-series diesel fleet had seven road calls over 123,003 miles (17,572 avg) between mechanical road calls. In 2021 the 1400-series diesel fleet had seven road calls over 124,689 miles (17,813 avg).



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, 2023, and December 31, 2023, the total electricity cost to operate the eight buses was *$68,324.78* compared to *$67,470* in 2022 and $62,088 in 2021.The average energy cost per mile for the BEBs in 2023 was *$2.01* per mile up from *$1.22* in 2022 and $0.86 in 2021.

The 1400-series diesel fleet fuel cost fell from $0.77 per mile in 2022 to $0.67 per mile in 2023 (was $0.49 in 2021). The total cost per mile inclusive of labor and parts was *$2.88* per mile for the BEBs up from *$2.45* in 2021 and $1.16 per mile for the 1400-series diesel fleet. The cost to operate still had a rise in cost even though the BEB fleet was only at 50% availability this past year. We expect the cost to continue to rise as our first-generation technology becomes older and harder to replace.



Recent Concerns:

Rising electricity costs and supply chain concerns continue to be a problem with the BEBs. Moving forward, our biggest challenge will be the lack of battery support from our vendor. We recently learned that the battery sub-packs (14 on each bus) are no longer being produced by the vendor. They indicated that the materials needed to make those batteries are no longer available and we would have to replace the entire battery system at a very high cost. The speed at which battery technology is developing is starting to surpass our first-generation BEB fleet.

Financial Implications:

None at this time. For information only.

Recommendation:

None at this time. For information only.

Action Requested:

None at this time. For information only.