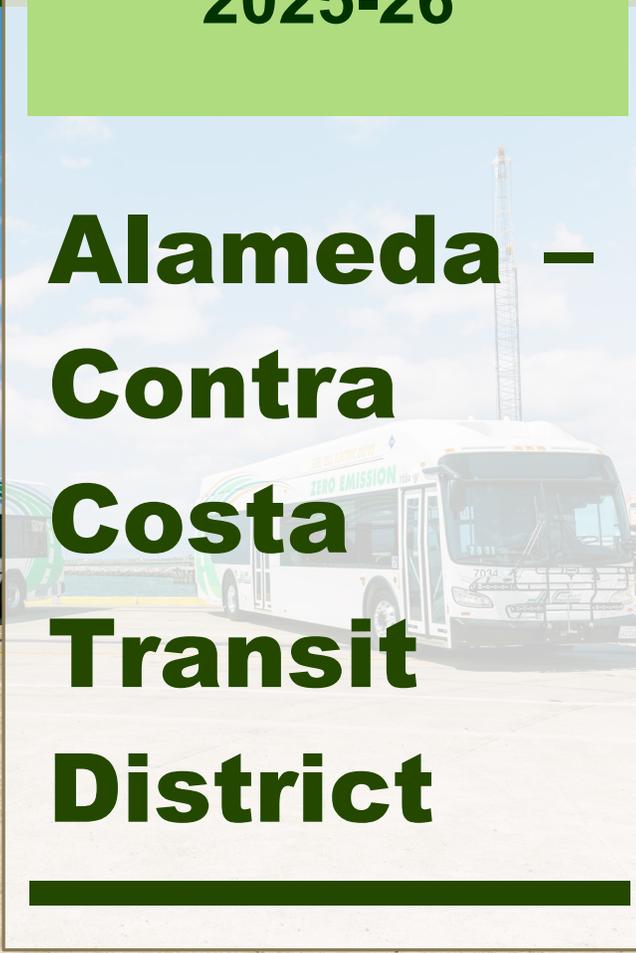


# Recommended Budget Fiscal Year 2025-26

# Alameda – Contra Costa Transit District

---



1600 Franklin Street

Oakland, CA 94612

Phone: 510-891-4777

[actransit.org](http://actransit.org)



# Contents

- ABOUT AC TRANSIT ..... 4**
  - OUR VISION ..... 4
  - OUR MISSION ..... 4
  - PASSENGER AND SERVICE PORTRAIT ..... 5
- FINANCIAL STRUCTURE, POLICY, AND PROCESS..... 8**
  - BUDGET DEVELOPMENT PROCESS ..... 8
    - OVERVIEW OF THE FY 2025-26 OPERATING BUDGET DEVELOPMENT PROCESS:..... 8
    - OVERVIEW OF THE FY 2025-26 CAPITAL BUDGET DEVELOPMENT PROCESS:..... 9
  - BUDGET CALENDAR..... 10
  - BUDGETARY CONTROL ..... 10
  - BASIS OF PRESENTATION OF FUNDS AND FUND STRUCTURE ..... 11
  - BASIS OF BUDGETING ..... 11
- DISTRICT GOALS AND BUDGET GUIDELINES ..... 13**
- BUDGET SUMMARY ..... 16**
- DISTRICT ORGANIZATION CHART ..... 17**
- DISTRICT POSITIONS ..... 18**
- DEPARTMENT BUDGETS ..... 19**
  - BOARD OF DIRECTORS ..... 20
  - DISTRICT SECRETARY..... 22
  - GENERAL MANAGER..... 25
  - LEGAL..... 28
  - OPERATIONS..... 31
  - PLANNING & ENGINEERING ..... 41
  - INNOVATION & TECHNOLOGY..... 45
  - HUMAN RESOURCES..... 48
  - EXTERNAL AFFAIRS, MARKETING AND COMMUNICATIONS ..... 51
  - FINANCE ..... 55
  - DISTRICT OVERHEAD ..... 59
  - RETIREMENT ..... 60
- CAPITAL BUDGET ..... 62**



May 28, 2025

I am pleased to present the Alameda-Contra Costa Transit District (AC Transit) Fiscal Year 2025-26 Recommended Budget. AC Transit is committed to providing safe and reliable service despite increasing fiscal challenges. With federal emergency pandemic relief dollars fully depleted, the start of the fiscal year on July 1<sup>st</sup> ushers in a year of undeniable transition for AC Transit. The District now faces the unwanted reality of relying on reserves, up to \$41.5 million in the new fiscal year, just to maintain service levels that are already at only 85% of pre-pandemic capacity.

The FY 2025-26 Operating Budget has \$606.3 million in expenses matched with \$564.7 million in regular revenues and \$41.5 million in use of reserves to make up the balance. Extraordinary efforts from staff to restrain increases and reduce them where possible mean that the expense budget remains flat to FY 2024-25 despite contractual wage increases and inflation. District staff were charged with reducing non-essential expenses so we could continue to provide the same level of service, and they answered the call, reducing Services expenses by \$4.7 million or 8.3% from last fiscal year.

Relying on reserves to cover operational expenses is merely a temporary bandage, not a cure. Without a sustainable external funding source, AC Transit will be forced to implement deep layoffs and service reductions that echo the severe and painful cuts made during the shelter-in-place orders of the 2020 pandemic. Along with other Bay Area transit operators, the District is advocating for additional state and regional funding to maintain existing service levels. The focus of District staff on providing the best possible service within challenging budget restrictions has recently brought the District up to 75% of pre-pandemic ridership and 50% of farebox revenues. The District's focus on service reliability will ensure that these trends continue through the fiscal year.

For at least two budget cycles, Federal funds provided essential financial relief, helping our transit district weather the steep decline in farebox revenue and the sluggish growth of statewide, regional, and local sales taxes. These one-time federal dollars allowed us to maintain critical services and avoid deeper cuts during a period of immense uncertainty. The District has also been the fortunate recipient of an additional \$21.0 million in operations relief funding from Senate Bill 125.

The FY 2025-26 Capital Budget includes \$393.5 million in spending and is composed of \$368.2 million in grant funds and \$25.3 million in District Capital funds, with \$10.9 million expected to be spent this fiscal year. The Capital Budget includes 11 new, 47 continuing, and 8 annual projects for a total of 66 projects. New and on-going projects include district-wide security enhancements, ZEB infrastructure upgrades, and rapid corridor improvements.

Despite this challenging financial landscape, AC Transit remains optimistic and proactive, working closely with local lawmakers to secure long-term solutions and sustain safe and reliable service for our riders.

Sincerely,

Salvador Llamas,  
General Manager

1600 Franklin Street - Oakland, CA 94612 - TEL (510) 891-4753 - FAX (510) 891-7157 - [www.actransit.org](http://www.actransit.org)

# About AC Transit

## Our Vision

*AC Transit is valued as a leader that helps the Bay Area thrive by connecting East Bay communities to each other and to regional destinations.*

## Our Mission

*We deliver safe, reliable, sustainable transit service that responds to the needs of our customers and communities.*

The Alameda-Contra Costa Transit District (AC Transit) based in Oakland, California was originally a special transit district but was recently made a rapid transit district under state law AB 781 in 2022. Voters created AC Transit in 1956 and subsequently approved a \$16,500,000 bond issue in 1959, enabling the District to buy out the failing, privately owned Key System Transit Lines. AC Transit's service began operating in October 1960. The new district built up its bus fleet with 250 new "transit liner" buses, extended service into new neighborhoods, created an intercity express bus network, and increased Bay Bridge bus operations.

In the 60 years that AC Transit has been in operation, the District has increased its service area, expanded the types of services it offers and became a leader in the use of battery electric and hydrogen fuel cell buses.

AC Transit is the third-largest public bus system in California, serving 13 cities and adjacent unincorporated areas in Alameda and Contract Costa counties.

AC Transit has a seven-member elected Board of Directors that sets policy and hires the General Manager, General Counsel, and District Secretary. Recently enacted, the seven directors represent specific wards within the service area and are elected by ward. The General Manager leads the executive teams to implement Board policies.

There are 2,348 approved staff positions at seven facilities, of which 86 percent are within the Operations Department. Most employees are represented by one of the three bargaining units: Amalgamated Transit Union (ATU Local 192); American Federation of State, County, and Municipal Employees (AFSCME Local 3916); and International Brotherhood of Electrical Workers (IBEW Local 1245).



# Passenger and Service Portrait

Updated May 2025

---

## Service Area

- 364 square miles
- 13 cities plus adjacent unincorporated communities including service to downtown San Francisco via the Bay Bridge and Palo Alto via the Dumbarton Bridge

## Service Levels

- 130 bus lines (as of March 2025)
- Serving 27 BART stations
- Approximately 4,800 bus stops
- 565 Buses
- 17.6 million revenue service miles driven annually

## Passenger Trips

- 39.3 million trips annually (FY23-24)
- 123,000 passengers each weekday (FY23-24)

## Demographics Age

- 11% under 20 years of age
- 30% between the ages of 20-29
- 22% between the ages of 30-39
- 15% between the ages of 40-49
- 11% between the ages of 50-59
- 11% over 60 years of age

## Demographics

- 42% don't own automobiles
- 42% of all trips are work related
- 9% of all trips are school related

## Fare Structure

### Local (Effective July 1, 2025)

#### Cash Fare

Adults	
Single Ride	\$2.75
Day Pass	\$6.00
Youth (5-18) / Senior / Disabled	
Single Ride	\$1.35
Day Pass	\$3.00

#### Clipper Cash / AC Transit Mobile

Adults	
Single Ride	\$2.50
Day Pass	\$5.50
Youth (5-18) / Senior / Disabled	
Single Ride	\$1.25
Day Pass	\$2.75

#### Local Clipper/ACT Mobile Transit Passes

Clipper/ACT 31-Day Pass	
Adult	\$90.00
Youth (5-18)/ Senior / Disabled	\$37.50
ACT Mobile 7-Day Pass	
Adult	\$25.00
Youth (5-18)	\$12.50
Senior / Disabled	\$12.50

#### Transbay (Effective July 1, 2025)

#### Cash Fare Single Ride

Adults	\$6.50
Local to Transbay Upgrade	\$3.75
Youth (5-18) / Senior / Disabled	\$3.25
Local to Transbay Upgrade	\$1.88

#### Transbay Clipper Passes

Adult 31-Day	\$234.00
--------------	----------

## Fixed Route Accessibility

All coaches are equipped with:

- Passenger ramps/lifts.
- Kneeling features.
- Priority seating for seniors and individuals with disabilities.
- Two (2) wheelchair securement areas on every bus.
- Stanchions (handrails) throughout the bus and on every seat.
- Internal Text Messaging signs.
- Automatic Voice Announcements (AVA).
- Reduced fares for seniors and individuals with disabilities.
- 14-member General Managers Access Committee (GMAC) appointed by the GM.

## Americans with Disabilities Act (ADA) Mandated Paratransit

- Shared-ride Paratransit service provided by the East Bay Paratransit Consortium (BART and AC Transit) for persons who are prevented from using fixed route bus or train service, independently, due to a disability or health-related condition.
- 16-Member East Bay Paratransit Advisory Committee (EBPAC) represents individuals with disabilities, seniors and health and human services organizations.
- Website: [www.eastbayparatransit.org](http://www.eastbayparatransit.org). Phone number: 510-287-5000.

## Information for Hearing or Visually Impaired

- Public Information is available in accessible formats, upon request.
- “711” through the California Relay Service.

## Regional Transit Connection

AC Transit connects with the following fixed route services in the Bay Area:

- San Francisco Bay Area Rapid Transit District Rail Service (BART)
- Dumbarton Bridge Bus Service (Dumbarton Express)
- Union City Transit
- San Francisco Municipal Railway (MUNI)
- San Mateo County Transit District (SamTrans)
- Santa Clara Valley Transportation Authority
- SolTrans
- Western Contra Costa Transit Authority (WCCTA) and Martinez Link
- Capitol Corridor/Amtrak
- Altamont Corridor Express (ACE)
- Golden Gate Transit
- Caltrain
- Fairfield and Suisun Transit (FAST)
- Napa Valley Transportation Authority (The Vine)
- Emery Go Round
- San Leandro LINKS
- San Francisco Bay Ferry (from Alameda, Oakland & Richmond to San Francisco/South San Francisco)

## Locations

AC Transit has eight facilities, seven of which are operating facilities and one (\*) of which offers customer services to the public, including Clipper and pass sales and trip-planning assistance.

General Office/Customer Service \*  
1600 Franklin Street  
Oakland, California

East Oakland Operating Division (#4)  
1100 Seminary Avenue  
Oakland, California

Training and Education Center  
20234 Mack Street  
Hayward, California

Central Maintenance Facility and Stores  
Facility (#5)  
10626 East 14th Street  
Oakland, California

Emeryville Operating Division (#2)  
1177 47<sup>th</sup> Street  
Emeryville, California

Hayward Operating Division (#6)  
1758 Sabre Street  
Hayward, California

Richmond Division (#3)  
2016 MacDonald Avenue  
Richmond, CA 94801-3356

Salesforce Transit Center  
Transbay Terminal  
First and Missions Streets  
San Francisco, CA 94105

## Important Telephone Numbers / Contact Information

Customer Relations	(510) 891-4700, option 2
Ticket Office	(510) 891-4706
District Secretary	(510) 891-7284
Main	(510) 891-4777
Media Relations	(510) 891-4745
Telephone Device for the Deaf (TDD)	Dial "711" (through the California Relay Service)
Transit Information	Dial "511"
Website	<a href="http://www.actransit.org">www.actransit.org</a>
Customer Feedback:	<a href="http://www.actransit.org/feedback">www.actransit.org/feedback</a>

# Financial Structure, Policy, and Process

## Budget Development Process

The District's fiscal year (July to June) requires all departments to re-assess their budget needs every year starting as early as November and not ending until final board adoption in June. The budget development process for FY 2025-26 started in earnest in February and required an "all hands on deck" approach that was successful in finding reductions and holding the expense budget essentially flat from the current year. The reductions were not enough to balance the budget against regular revenues and the District will be forced to rely on reserves.

### Overview of the FY 2025-26 Operating Budget Development Process:

- The budget cycle began as early as November of 2024 when staff presented the budget calendar to the board for approval. It identified the timing of the presentation of the major milestones for the budget development process: 1) Developing budget guidelines, 2) Presentation of the Draft Budget, 3) Presentation of the Proposed Budget, and 4) Presentation of the Recommended budget. With each milestone, staff refines understanding of the major drivers and constraints.
- In January, Budget Guidelines were presented to the Board alongside an updated Financial Projection. The guidelines affirmed the priorities of the Board and what staff should focus on when assembling the budget.
- At an early stage Staff began reviewing and documenting the assumptions for the microeconomic and macroeconomic environment, determining revenue and expenditure line items to be used in the development of the operating budget.
- The Draft Budget utilizes a combination of top-down estimates and bottom-up analysis to give a first view while allowing time for all departments to detail their line-item requests.
- Once all line-item requests are available and have passed the "scrutiny test" to make sure only essential needs are covered, Staff is able to produce the Recommended Budget.
- The process to develop the labor budget relies on multiple models (excel and system-based) that allow for realistic staffing levels, contractual wage increases, and the corresponding fringe benefits (such as healthcare, pension, and workers compensation).
- The process to collect budget requests for non-labor expenses requires that department staff start fresh with a zero-based budget.
- For each departmental budget request staff are required to provide detailed line-item descriptions and justifications.
- Budget staff collaborate closely with executive leaders, as well as directors and managers, to establish a reasonable, "not-to-exceed" department budget goal based on recent spending history and any significant known issues.
- Requests are reviewed using a priority-based process for all non-discretionary budgeting needs.
- Accounts that are often considered "discretionary" (such as Temporary Help, Stationery Supplies, Travel & Training, Employee Incentive, Office Furniture, and others) were subject to extensive scrutiny.
- The budgeting platform system is configured to allow departmental managers to plan their non-labor allocations. Budget staff coordinate with department managers to build their operating budget under a zero-based budget approach.
- Allocations and line-item budgets are validated by the General Manager and the Executive Staff.
- In the event the Board of the Directors does not adopt the District Budget by June 30th, the Board may adopt a continuing appropriations resolution monthly until such time as the District Budget is adopted. A continuing appropriations resolution allows payment for services performed on behalf of the District to continue until such time as a District Budget is adopted.

- At Mid-Year, Staff will meet with departments and review the budget to determine any necessary adjustments.
- For the year-end of the prior fiscal year budget, all unexpended and unencumbered appropriations lapse and do not carry over to the next fiscal year.

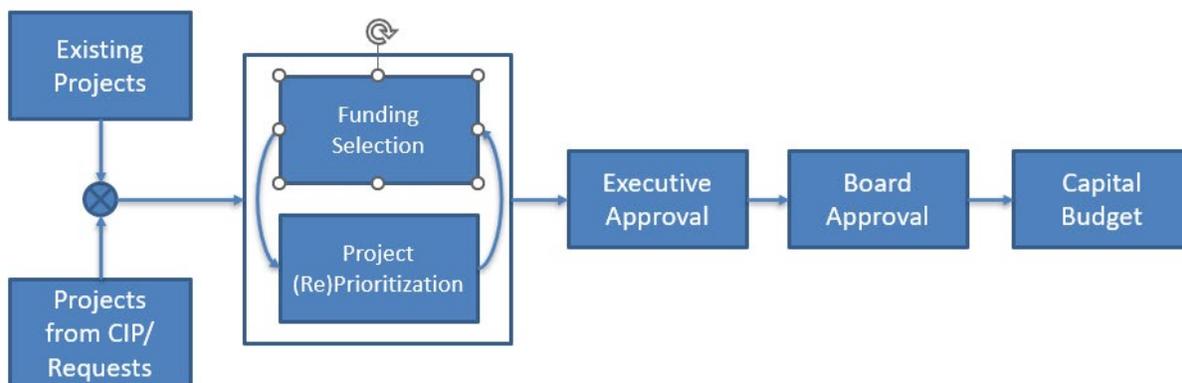
### Overview of the FY 2025-26 Capital Budget Development Process:

The District’s Capital Budget funds capital asset procurement, maintenance and construction as well as projects or phases that will result in a capital project. Projects are prioritized in the Bi-annual Capital Improvement Plan (CIP) for high impact primarily related to compliance, safety, maintenance, business case and enhancement. All projects must align with the District’s Strategic Plan.

During the annual budget development process, existing capital projects are updated for current status, scope schedule, and project cost and funding needs beyond the current approved project budget.

Staff also develop detailed estimates of new grant funds that can be applied to district priorities. If funds are available, they are programmed to CIP project requests by urgency, project readiness and priority. Not every fund is applicable to all projects, so some projects of lower overall priority may be funded before higher priority projects. Projects that are sufficiently funded to commence and identified as a priority within the CIP are included as new projects in the new budget. This process is outlined in Figure 1 below.

**FIGURE 1: CAPITAL BUDGET PROCESS**



Throughout the year, staff seek additional grants for projects identified in the Board adopted CIP and add them to the Capital Budget, in accordance with BP311, BP314, and BP324.

The Capital Budget is majority funded via external grants. For FY 2025-26, the Recommended Capital Budget is 94% external grants. To the greatest extent possible, staff seek to offset any District Capital funds with grant funds. However, District Capital is sometimes necessary to leverage external funds or to enable hard to fund priorities to proceed.

In comparison to the annual rhythm of the operating budget, capital projects (and by extension their budgets) are “lumpy” with expenditures following the project development and implementation lifecycle. Capital projects may take two or more years to complete but often need to show full funding commitment for contracts or to match external grants. Therefore, the Capital Budget reflects maximum investment in a portfolio of projects within the upcoming Fiscal Year rather than anticipated expenditure.

## Budget Calendar

Board Policy 311 (Budget Policy) requires that the Board of Directors approve a budget calendar no later than November 30<sup>th</sup> of each year which will include tentative dates for Board Workshop(s), public review, and Board approval of the budget. The Budget Policy provides for the Board of Directors to adopt a resolution by June 30<sup>th</sup> of each fiscal year approving a balanced District Budget for the following fiscal year, including the revision and approval of the corresponding Fiscal Year Goals, Objectives, and Performance Metric Targets.

The District and community are still recovering from the economic disruption caused by the COVID-19 pandemic, and timing of a recovery is constantly changing and shaping how AC Transit responds. Additional financial analysis will be made available that takes into consideration evolving service level plans as well as changes in the level of revenue sources.

The budget calendar is as follows:

Date	Description
November 13, 2024	Approval of the budget development process and calendar, pending review and discussion.
February 12, 2025	Presentation of Draft FY 2025-26 Operating Budget Guidelines
April 23, 2025	Presentation of Draft FY 2025-26 Operating and Capital Budget, including an overview of the major assumptions and drivers to the Operating Revenues, Subsidies and Operating Expenses.
May 28, 2025	Presentation of the Proposed Operating and Capital FY 2025-26 Budget including review of any adjustments to the Draft budgets.
June 11, 2025	Presentation of the FY 2025-26 Recommended Budget including any adjustments to the Recommended budget. Staff presents a resolution for the Board to adopt the FY 2025-26 Operating and Capital Budgets.
July 1, 2025	The Adopted FY 2025-26 Budget becomes effective.

The advantage of the Board adopting a budget development calendar is that it helps all District staff understand the timeline and requirements for adopting a balanced budget for the coming fiscal year. There are no significant disadvantages.

## Budgetary Control

The District Budget includes all operating, capital, and interest expense requirements of the District for a fiscal year. The District Budget also includes District's contribution to the AC Transit Retirement Plan as determined by the Board following review of an actuarial study prepared no less often than every two years.

In addition, the District budget includes an analysis of the underlying assumptions for revenue and expense projections; the number of authorized positions by department; and, the revenue service hours and miles on which the District Budget is based. Any change in revenue services hours or miles during the fiscal year requires prior approval by the General Manager.

The Board of Directors approves an amended appropriations resolution when necessary to authorize the receipt and expenditure of funds unanticipated in the District Budget and reallocation of funds necessary for the efficient operation of the District. Budgetary control is maintained at the department level for each

operating department and at the project level for each capital project. Any expenditure more than the approved Capital Budget requires prior approval by the Board of Directors.

Revenue and expense results for the fiscal year are presented for Board review no less often than bi-monthly. If there are significant variations between the results and the District budget, recommendations are made to the Board for alternative strategies to achieve a balanced budget by fiscal year end, which are formalized during the Mid-Year budget review process.

The General Manager is authorized to exceed budgetary control limitations for expenditures when an unforeseen combination of circumstances calls for immediate action with inadequate time for prior Board approval. The action must be made to avert or alleviate damage to property, to protect the health, safety, and welfare of the community, or to repair or restore damaged or destroyed property of the District in order to ensure that the facilities of the District are available to serve the transportation needs of the general public.

Within 30 days of the emergency, the General Manager must submit to the Board of Directors for confirmation, a report explaining the necessity of the action, a listing of expenditures made under these emergency powers and any recommended future actions.

## Basis of Presentation of Funds and Fund Structure

The District presents its general-purpose financial information in two funds: the enterprise fund and the pension trust fund. Separate financial statements are presented for each fund category. However, only the enterprise fund is presented in the budget reports.

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private businesses. An enterprise fund includes a set of self-balancing accounts that comprises the District's assets, liabilities, net assets, revenues, and expenses. Only revenues and expenses are budgeted for each fiscal year.

Enterprise funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with an enterprise fund's principal ongoing operations. The principal operating revenues of the District's enterprise fund are passenger fares. Operating expenses include the cost of services, administrative expenses, and depreciation on capital assets and equipment. All revenues and expenses not meeting these definitions are reported as non-operating revenues and expenses.

The District's general-purpose (non-budgetary) financial statements include all financial activities controlled by or dependent upon actions taken by the District's Board of Directors. This includes: the financial activities of the District's Special Transit Service Districts No. 1 and No. 2 and other areas which the District has contracted to provide transit service; the financial activities of the AC Transit Financing Corporation, a nonprofit public benefit corporation formed to provide financial assistance to the District; and the financial activities of the District's pension plan and the deferred compensation plan.

Resources associated with these financial activities are allocated to funds based upon their purpose and how the spending is controlled.

## Basis of Budgeting

The District's fiscal policies establish the framework for the management and control of the District's resources to ensure that the District remains fiscally sound. The District's policies are approved by the Board of Directors and determine where and how District resources should be dedicated. For this reason, District goals, objectives, short and long-range planning, and performance analyses are incorporated into the budget development process.

It is the policy of the District that the Board of Directors approve a balanced annual budget prior to the beginning of each fiscal year. The budget is developed using a modified accrual basis of accounting.

However, there are certain differences between the Generally Accepted Accounting Principles (GAAP) based financial statement and the report under the budgetary basis as follows:

- Perspective differences resulting from the AC Transit Financial Corporation not budgeted.
- Encumbrances for supplies and services ordered but not received are reported in the year the order is placed for budgetary purposes, but in the year the supplies are received for financial reporting purposes.
- Transfers from Equity / Net Assets are outflows of budgetary resources but are not expenses for financial reporting purposes.
- Capital outlay funded by District operations are reported as outflows of budgetary resources but are not expenses for financial reporting purposes.
- Depreciation on fixed assets funded by District operations is not budgeted, as it is not an outflow of budgetary resources.

# District Goals and Budget Guidelines

District Goals and Budget Guidelines work hand in hand to focus how the organization should conduct business.

District Goals are one of three primary elements of the Strategic Plan alongside a Vision Statement and a Mission Statement, provided below. The District Goals are referenced daily in District documents, such as staff reports, and in public-facing information, such as on the bus and the District website.

**Vision:** AC Transit is valued as a leader that helps the Bay Area thrive by connecting East Bay communities to each other and to regional destinations.

**Mission:** We deliver safe, reliable, sustainable transit service that responds to the needs of our customers and communities.

***District Goals:***

- *Safe & Secure Operations*
- *Convenient & Reliable Service*
- *Financial Stability & Resiliency*
- *High Performing Workforce*
- *Strong Public & Policymaker Support*
- *Environmental Improvement*
- *Prioritize Diversity, Equity, Inclusion, & Accessibility*

Just as the District Goals organize the direction of the District’s work efforts, the Budget Guidelines frame the budget development process in key areas such as service levels, staffing, service reliability, finding new revenues and use of reserves.

***Budget Guidelines***

- *Fund approximately 2 million service hours, which is 85% of pre-pandemic service levels, the same as we are delivering today and consistent with the service changes adopted through Realign. Additional service hours will only be added if new revenue becomes available.*
- *Reconcile headcount with service level and proactively control hiring and vacancies.*
- *Prioritize service reliability and safety when programming discretionary budget.*
- *Support efforts to increase revenues under District control, including farebox.*
- *Allocate funding from reserves in FY 2025-26 and FY 2026-27 to support financial stability during limited deficit periods.*

**AC TRANSIT**  
**FY 2025-26 RECOMMENDED OPERATING REVENUE AND SUBSIDIES**  
**BUDGET**  
**(\$ IN THOUSANDS)**

	FY 2023-24	FY 2024-25	FY 2025-26
	ACTUALS	BUDGET	RECOMMENDED BUDGET
<b>REVENUE &amp; SUBSIDIES</b>			
<b>Line</b>	<b>Operating</b>		
1	34,332	36,740	40,008
2	10,253	8,533	8,789
3	1,847	3,038	1,436
4	1,644	1,308	1,455
5	521	423	620
6	1,149	1,642	1,692
7	10,583	3,100	4,000
<b>8</b>	<b>60,329</b>	<b>54,784</b>	<b>57,999</b>
<b>Unrestricted Subsidies</b>			
9	97,933	90,574	80,261
10	53,411	52,000	52,000
12	84,755	89,789	86,496
13	7,681	7,731	6,661
14	159,302	160,160	169,520
15	29,982	30,054	30,355
16	49,612	42,533	33,054
17	500	500	500
18	11,027	11,027	11,677
19	6,168	3,000	0
20	0	4,000	21,000
21	6,831	6,899	7,106
22	6,757	7,297	7,516
23	6,383	486	140
24	854	302	456
25	24,905	44,673	0
<b>26</b>	<b>546,101</b>	<b>551,024</b>	<b>506,743</b>
<b>27</b>	<b>0</b>	<b>0</b>	<b>41,536</b>
<b>28</b>	<b>606,430</b>	<b>605,809</b>	<b>606,278</b>

**AC TRANSIT**  
**FY 2025-26 RECOMMENDED OPERATING BUDGET**  
**(\$ IN THOUSANDS)**

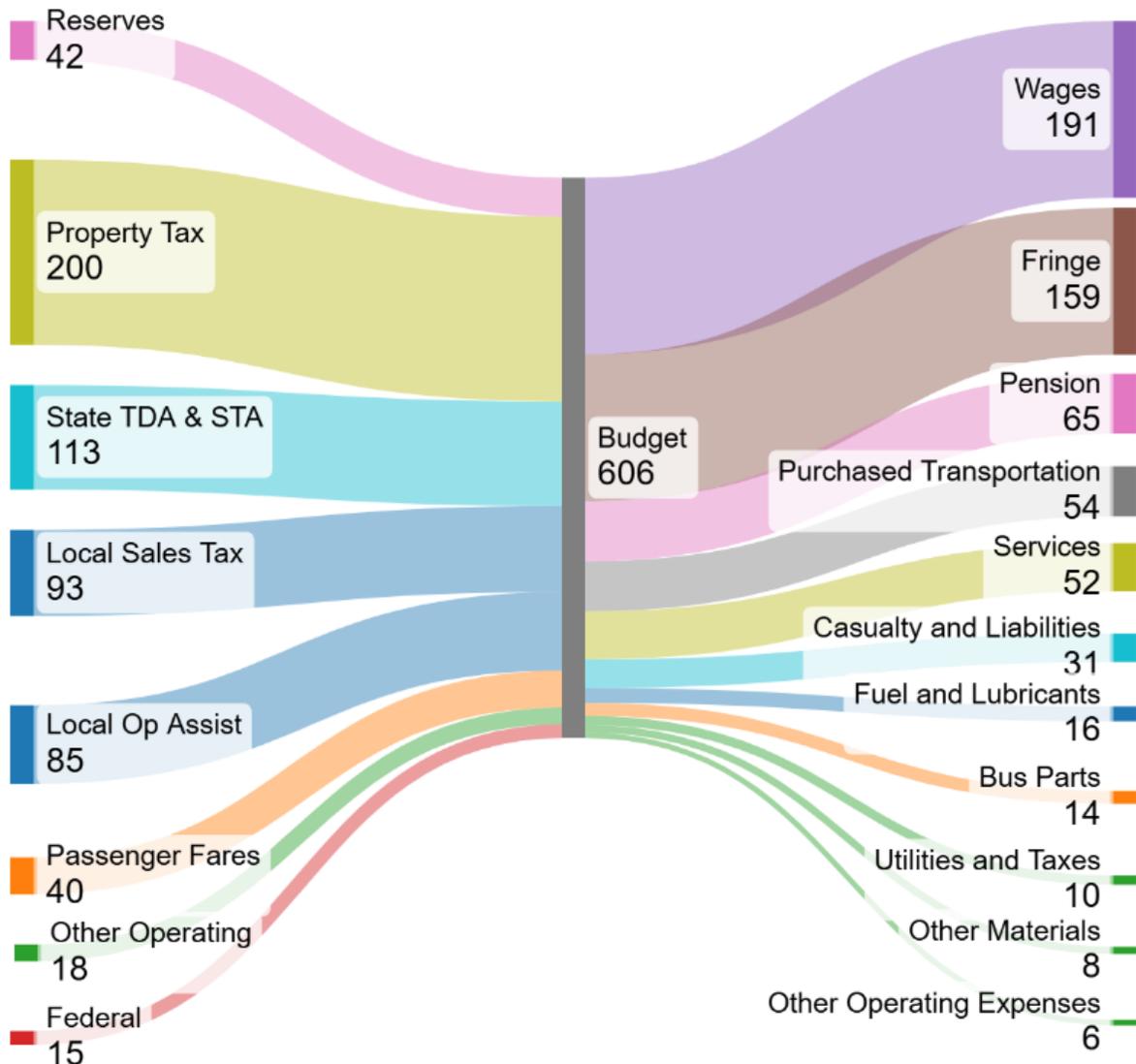
Line		FY 2023-24	FY 2024-25	FY 2025-26
		ACTUALS	BUDGET	RECOMMENDED BUDGET
<b>REVENUES &amp; SUBSIDIES</b>				
1	Operating	60,329	54,784	57,999
2	Unrestricted Subsidies	546,101	551,024	506,743
3	Reserves	0	0	41,536
4	<b>TOTAL REVENUES &amp; SUBSIDIES</b>	<b>606,430</b>	<b>605,809</b>	<b>606,278</b>
<b>OPERATING EXPENSES</b>				
<u>Labor</u>				
4	Operator Wages	90,165	94,998	98,197
5	Other Wages	86,573	88,592	93,095
6	Fringe Benefits	151,882	151,400	159,479
7	Pension Expense	61,177	70,500	65,200
8	<b>TOTAL LABOR COSTS</b>	<b>389,797</b>	<b>405,491</b>	<b>415,970</b>
<u>Non-Labor</u>				
9	Services	42,160	56,418	51,744
10	Fuel & Lubricants	17,656	18,123	16,381
11	Bus Parts	15,129	13,545	13,668
12	Other Materials	8,107	8,692	8,035
13	Utilities and Taxes	8,570	9,996	10,303
14	Casualty and Liabilities	23,995	28,330	30,715
15	Purchased Transportation	41,962	58,630	54,381
16	Interest Expense	778	299	298
17	Other Operating Expenses	4,141	6,239	4,782
18	<b>TOTAL NON-LABOR</b>	<b>162,497</b>	<b>200,272</b>	<b>190,308</b>
19	<b>TOTAL OPERATING EXPENSES</b>	<b>552,294</b>	<b>605,763</b>	<b>606,278</b>
20	<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>54,136</b>	<b>46</b>	<b>0</b>
21	<b>OPEB FUND CONTRIBUTION</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>
22	<b>DISTRICT CAPITAL CONTRIBUTION</b>	<b>3,568</b>	<b>12,000</b>	<b>11,380</b>
23	<b>NET OF NON-OPERATING ITEMS</b>	<b>48,568</b>	<b>(13,954)</b>	<b>(11,380)</b>

# Budget Summary

The FY 2025-26 Recommended Budget for the Alameda-Contra Costa Transit District consists of \$606.3 million General Fund Operating Budget and relies on \$41.5 million in reserves. The FY 2025-26 Recommended District Capital Budget is \$25.3 million.

## Revenues in millions

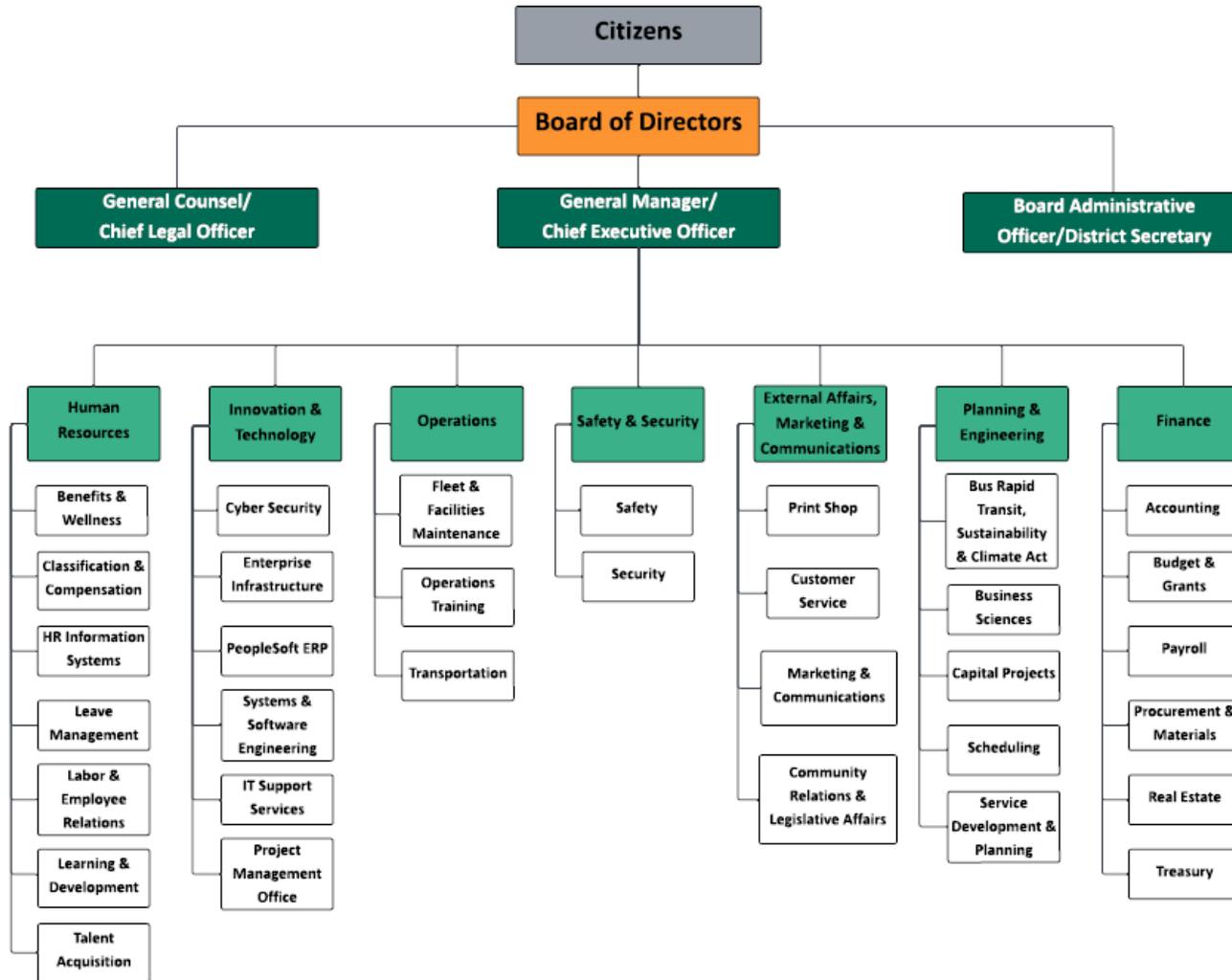
## Expenses



# District Organization Chart



## AC Transit District Organizational Chart



# District Positions

The authorized service levels from FY 2024-25 symbolize the desire to return to the 100% pre-pandemic service level, which is no longer achievable given the projected structural deficits ahead. Despite efforts to attract and retain more bus operators, the reality is that this is not achievable in the foreseeable future. The FY 2025-26 Recommended Budget includes a budget to support planned August 2025 service levels

The Recommended changes do not impact the budget or staffing levels because the District does not budget for the authorized position count, since with the amount of vacancies this would cause the budget to be much higher than actually needed. The labor budget is set based on current filled positions and what staff believes is achievable hiring-wise through the fiscal year. This means that despite reducing the position count to match to August 2025 service levels, the labor budget is not changing. Only positions that are currently vacant are Recommended to be reduced. This is also consistent with the FY 2025-26 budget guideline: *Reconcile headcount with service level and proactively control hiring and vacancies.*

The Recommended position level changes are only in the Department for Operations and involve the following adjustments to match to August 2025 service levels:

- Authorized number of Operator count from 1379 to 1250 (reduce by 129)
- Authorized number of Mechanics count from 176 to 154 (reduce by 22)
- Authorized number of Body Mechanics from 32 to 28 (reduce by 4)
- Authorized number of Service Workers from 95 to 92 (reduce by 3)

## Position Count by Department

Positions	FY23-24 Positions	FY24-25 Positions	FY25-26 Recommended Positions
District Secretary	4	4	4
External Affairs, Marketing & Communications	40	40	40
Finance	97	97	97
General Manager	26	26	26
Human Resource	40	39	39
Innovation and Technology	43	43	43
Legal	24	24	24
Operations *	2,015	2,014	1,856
Planning and Engineering	54	55	55
Retirement	6	6	6
<b>Grand Total</b>	<b>2,349</b>	<b>2,348</b>	<b>2,190</b>

\* FY 2024-25 two Transportation Supervisor Asst positions were downgraded and consolidated into a Sr. Program Specialist position.

# Department Budgets

## Board of Directors

The Alameda-Contra Costa Transit District is governed by a seven-member Board of Directors, each independently elected by district voters. Six members represent specific geographic areas, known as wards, while one serves as an at-large representative for the entire district—a position that will transition into a seventh ward with the 2026 Board election.

By law, the Board serves as the District’s policy-making authority. Under California statute, the Board is responsible for overseeing and regulating all transit facilities owned or operated by the District. This includes setting fares, fees, and classifications, as well as establishing and enforcing rules, regulations, contracts, practices, and schedules related to District operations.

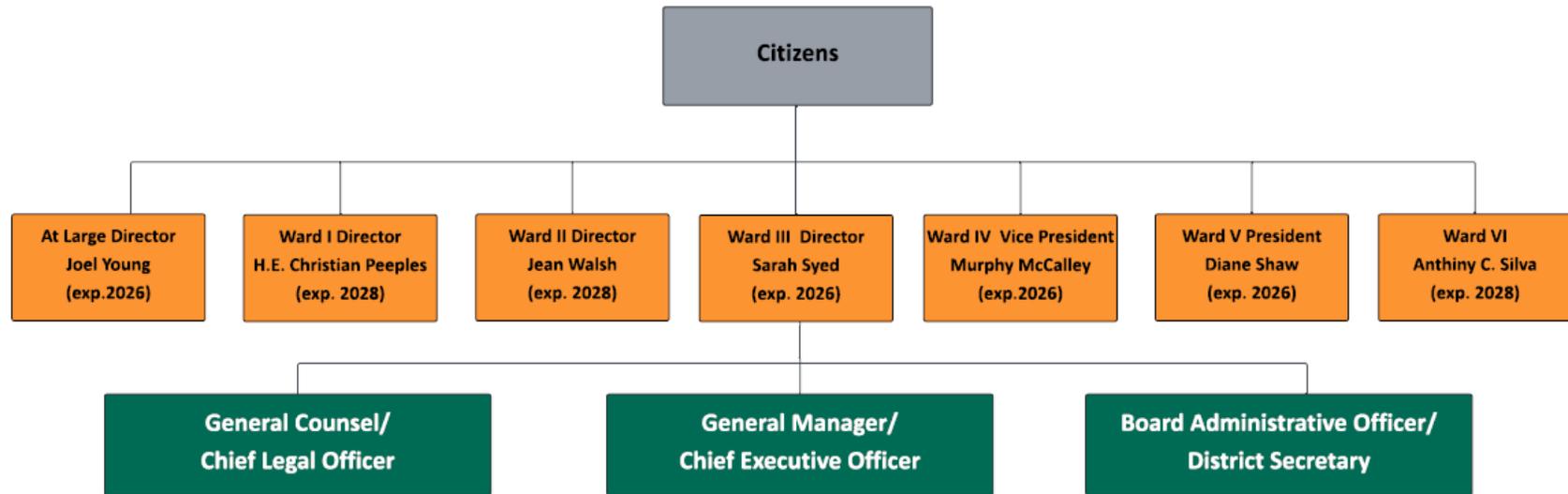
The Board holds regular public business meetings and appoints three key officers: the General Manager/Chief Executive Officer, the General Counsel/Chief Legal Officer, and the Board Administrative Officer/District Secretary. These officers serve at the discretion of the Board.

Category	FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>				
Fringe Benefits	-	205,729	-	239,956
<b>Labor Total</b>	-	<b>205,729</b>	-	<b>239,956</b>
<b>Non-Labor</b>				
<b>1</b> Outside Professional Services	-	325,000	-	170,000
<b>2</b> Materials & Supplies	-	3,100	-	1,100
<b>3</b> Miscellaneous	-	92,000	-	71,500
<b>Non-Labor Total</b>	-	<b>420,100</b>	-	<b>242,600</b>
<b>Grand Total</b>	-	<b>625,829</b>	-	<b>482,556</b>

Non-Labor	Recommended FY 2025-26 Budget Highlights
<b>1</b>	<b>\$170k Outside Professional Services</b>
	<ul style="list-style-type: none"> <li>• \$75k: Professional services Board Officer evaluations</li> <li>• \$40k: Professional services executive coaching</li> <li>• \$35k: General outside professional services (confidential)</li> <li>• \$20k: Outside legal services</li> </ul>
<b>2</b>	<b>\$1.1k Materials &amp; Supplies</b>
	<ul style="list-style-type: none"> <li>• \$0.6k: Stationery supplies</li> <li>• \$0.5k: Office furniture</li> </ul>
<b>3</b>	<b>\$71.5k Miscellaneous</b>
	<ul style="list-style-type: none"> <li>• \$71.5k: Board member travel and meetings</li> </ul>



## AC Transit District Board of Directors



## District Secretary

The Office of the District Secretary is a critical administrative function that supports the Board of Directors, District departments, and the public by providing authoritative information on the District’s legislative history. The District Secretary serves as the official custodian of all records, books, and proceedings of the Board and its committees, and delivers comprehensive administrative support to the Board of Directors.

As a principal facilitator of Board meetings, the District Secretary is responsible for the preparation of agendas, verification of legal notices, coordination of meeting logistics, and the accurate recording of actions taken—forming the official record of the Board’s proceedings.

Additionally, the District Secretary serves as the District’s Elections Official, the designated Filing Officer under the Conflict of Interest Code and performs a wide range of high-level administrative duties and governance-related services.

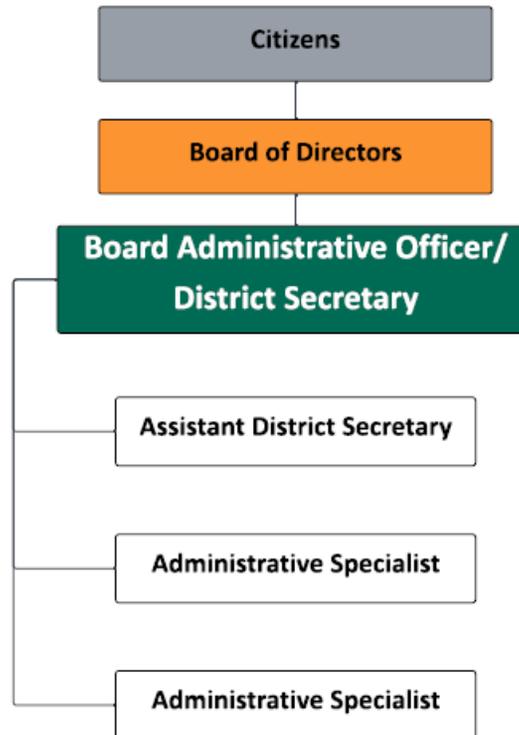
Category		FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>					
	Salaried	4	443,872	4	519,865
	Fringe Benefits	-	456,682	-	473,695
	<b>Labor Total</b>	<b>4</b>	<b>900,554</b>	<b>4</b>	<b>993,560</b>
<b>Non-Labor</b>					
<b>1</b>	Outside Professional Services	-	13,500	-	10,200
<b>2</b>	Materials & Supplies	-	1,700	-	1,200
<b>3</b>	Miscellaneous	-	19,500	-	16,500
	<b>Non-Labor Total</b>	<b>-</b>	<b>34,700</b>	<b>-</b>	<b>27,900</b>
<b>Grand Total</b>		<b>4</b>	<b>935,254</b>	<b>4</b>	<b>1,021,460</b>

Non-Labor	Recommended FY 2025-26 Budget Highlights
<b>1</b>	<b>\$10k Outside Professional Services</b>
	<ul style="list-style-type: none"> <li>• \$ 5k: AV system repairs (Board Room)</li> <li>• \$ 5k: Software maintenance</li> </ul>
<b>2</b>	<b>\$ 1k Materials &amp; Supplies</b>
	<ul style="list-style-type: none"> <li>• \$ 1k: Office supplies</li> </ul>
<b>3</b>	<b>\$17k Miscellaneous</b>
	<ul style="list-style-type: none"> <li>• \$15k: Travel and meetings</li> <li>• \$ 2k: Dues &amp; subscriptions</li> </ul>

<b>Positions</b>	<b>FY23-24 Positions</b>	<b>FY24-25 Positions</b>	<b>FY25-26 Recommended Positions</b>
<b>District Secretary</b>	<b>4</b>	<b>4</b>	<b>4</b>
Administrative Specialist	2	2	2
Assistant District Secretary	1	1	1
District Secretary	1	1	1
<b>Grand Total</b>	<b>4</b>	<b>4</b>	<b>4</b>



## Office of the Board Administrative Officer/District Secretary



# General Manager

The Office of the General Manager provides overall management, leadership, and direction in the implementation of the policies, goals and objectives established by the Board of Directors. The General Manager also oversees other functional areas including Marketing, Internal Audit, Media Relations, Drug and Alcohol, Compliance & Diversity - Contracts, Compliance & Diversity – Equal Employment Opportunity, and Safety & Security.

Category	FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>				
Salaried	25	2,993,234	25	3,299,477
Clerical	1	94,725	1	77,929
Fringe Benefits	-	2,867,384	-	2,674,850
<b>Labor Total</b>	<b>26</b>	<b>5,955,342</b>	<b>26</b>	<b>6,052,256</b>
<b>Non-Labor</b>				
<b>1</b> Outside Professional Services	-	18,558,913	-	21,162,217
<b>2</b> Fuel & Lubricants	-	65,000	-	40,000
<b>3</b> Materials & Supplies	-	173,330	-	47,590
<b>4</b> Utilities and Taxes	-	8,450	-	5,500
<b>5</b> Miscellaneous	-	102,319	-	223,847
<b>Non-Labor Total</b>	<b>-</b>	<b>18,908,012</b>	<b>-</b>	<b>21,479,154</b>
<b>Grand Total</b>	<b>26</b>	<b>24,863,354</b>	<b>26</b>	<b>27,531,410</b>

## Non-Labor

## Recommended FY 2025-26 Budget Highlights

### 1 \$21.2M Outside Professional Services

- \$19.7M: Security Contracts (Alameda, American Guard, Contra Costa County)
- \$ 737k: Contracts for Drug & Alcohol Testing
- \$ 250k: District-wide training registration fee budget excluding Board, District Secretary, General Counsel, and some HR
- \$ 217k: 2025 Rider Profile Survey & Analysis (District Portion of MTC's survey)
- \$ 120k: Drug & Alcohol temporary help assistance
- \$ 68k: Translation services, printing for compliance requirements
- \$ 61k: Required maintenance and inspections of safety equipment (Cal/OSHA, Fire Marshall, etc)
- \$ 50k: Title VI Program comprehensive review

### 2 \$40k Fuel & Lubricants

- \$40k: Gasoline - Non-Revenue Sheriff vehicles (per agreements)

### 3 \$48k Materials & Supplies

- \$48k General supplies

---

**4 \$6k Utilities and Taxes**

---

- \$6k: Permits with Cal/OSHA for elevator inspection
- 

**5 \$224k Miscellaneous**

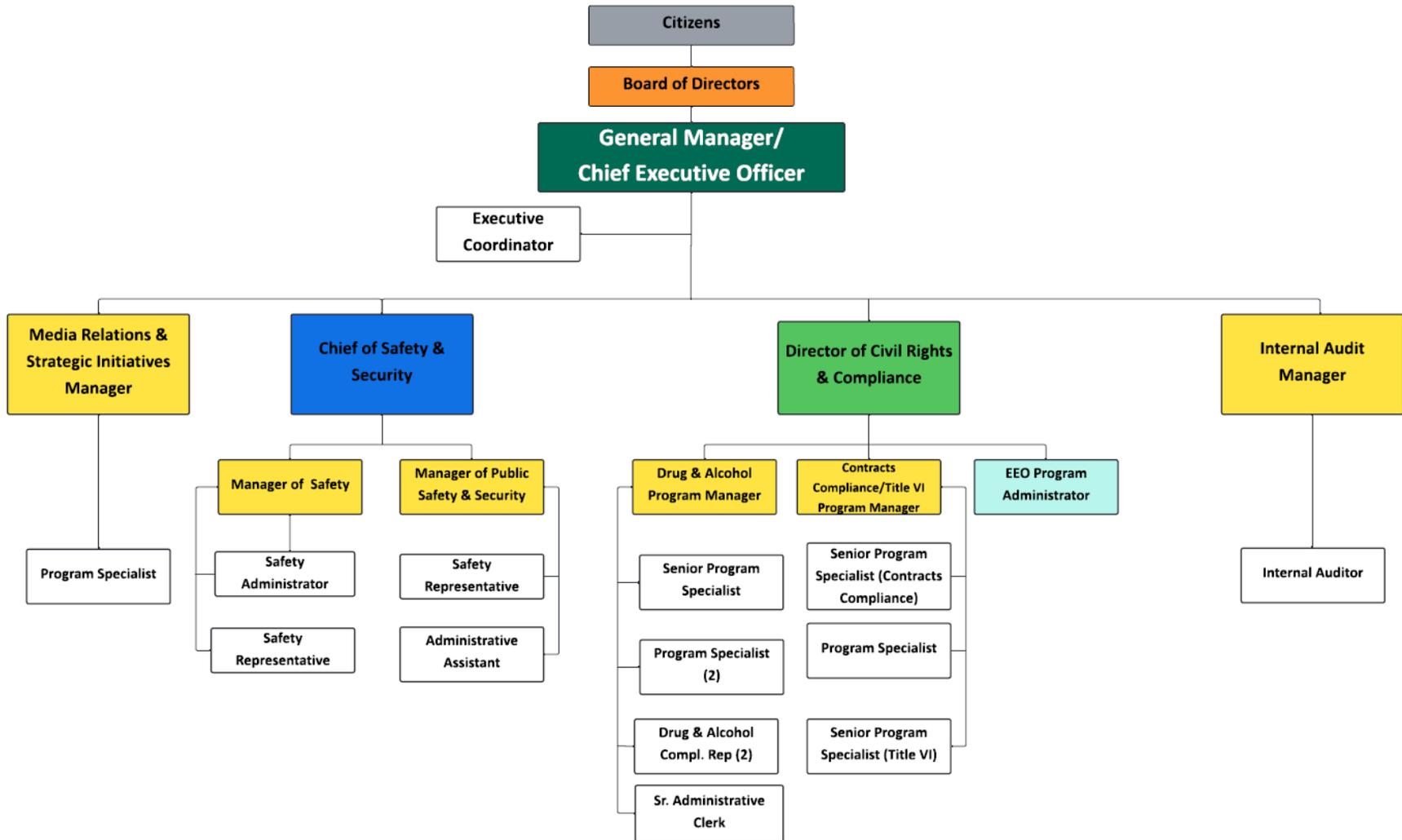
---

- \$202k: District-wide travel and training expenses excluding Board, District Secretary, General Counsel, and some HR
  - \$17k: Dues & Subscriptions
  - \$ 5k: Safety recognition
- 

<b>Positions</b>	<b>FY23-24 Positions</b>	<b>FY24-25 Positions</b>	<b>FY25-26 Recommended Positions</b>
<b>General Manager</b>	<b>26</b>	<b>26</b>	<b>26</b>
Administrative Assistant	1	1	1
Dir of Civil Rights & Compliance	1	1	1
Chief of Safety and Security Officer	1	1	1
Drug & Alcohol Compliance Rep.	2	2	2
EEO Program Administrator	1	1	1
Executive Coordinator	1	1	1
General Manager	1	1	1
Internal Audit Manager	1	1	1
Internal Auditor	1	1	1
Manager of Safety	1	1	1
Mgr Media Affairs & Strategic Initiatives	1	1	1
Mgr of Public Safety & Security	1	1	1
Program Manager	2	2	2
Program Specialist	4	4	4
Safety Administrator	1	1	1
Safety Representative	2	2	2
Senior Administrative Clerk	1	1	1
Senior Program Specialist	3	3	3
<b>Grand Total</b>	<b>26</b>	<b>26</b>	<b>26</b>



# Office of the General Manager/Chief Executive Officer



# Legal

The Legal Department is responsible for providing legal counsel, advice, and litigation services to the District's Board of Directors and to the internal departments of the District. The General Counsel also oversees other functional areas as approved by the District's Board of Directors.

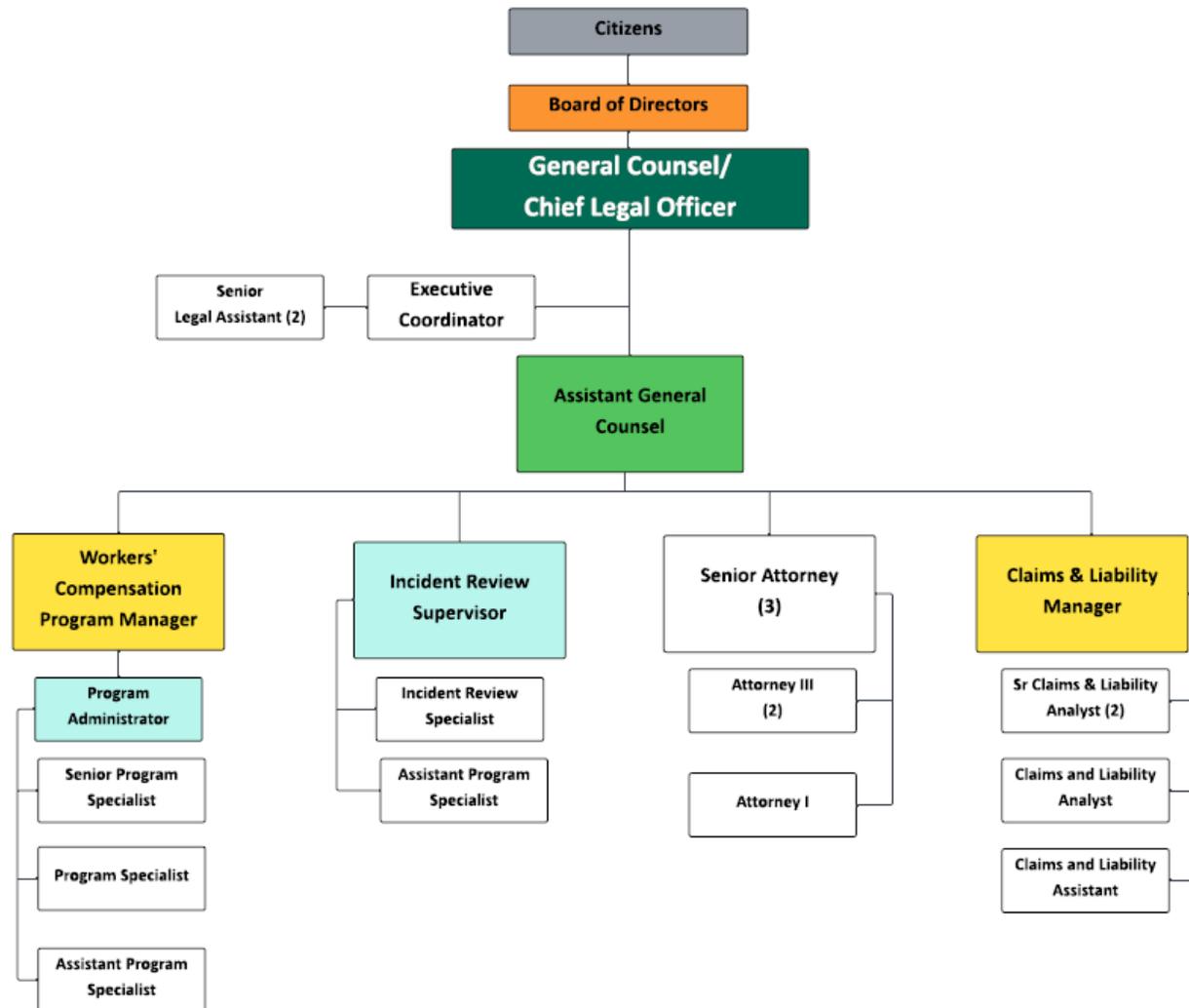
Category	FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>				
Salaried	24	2,417,210	24	2,376,005
Fringe Benefits	-	2,619,262	-	2,464,984
<b>Labor Total</b>	<b>24</b>	<b>5,036,472</b>	<b>24</b>	<b>4,840,988</b>
<b>Non-Labor</b>				
<b>1</b> Outside Professional Services	-	4,419,747	-	3,191,729
<b>2</b> Materials & Supplies	-	25,800	-	15,400
<b>3</b> Casualty and Liabilities	-	28,679,620	-	31,065,456
<b>4</b> Miscellaneous	-	91,450	-	87,580
<b>Non-Labor Total</b>	<b>-</b>	<b>33,216,617</b>	<b>-</b>	<b>34,360,165</b>
<b>Grand Total</b>	<b>24</b>	<b>38,253,089</b>	<b>24</b>	<b>39,201,153</b>

Non-Labor	Recommended FY 2025-26 Budget Highlights
<b>1</b>	<p><b>\$3.2M Outside Professional Services</b></p> <ul style="list-style-type: none"> <li>• \$1.7M: Workers comp claims administration</li> <li>• \$1.1M: Outside attorney</li> <li>• \$262k: Professional services (Insurance Broker, Jury Consultant, Shred-It)</li> <li>• \$ 59k: Software maintenance</li> <li>• \$ 27k: Training registration fees</li> <li>• \$ 17k: Mediation in workplace</li> </ul>
<b>2</b>	<p><b>\$15k Materials &amp; Supplies</b></p> <ul style="list-style-type: none"> <li>• \$ 15k: Printing court documents, video incident review supplies</li> </ul>
<b>3</b>	<p><b>\$31.1M Casualty and Liabilities</b></p> <ul style="list-style-type: none"> <li>• \$15.0M: Liability insurance premiums</li> <li>• \$11.0M: Casualty and Liability Expense</li> <li>• \$ 3.4M: Commercial property premium insurance</li> <li>• \$ 1.8M: Other casualty and liability (property damage, workers comp, arbitrations)</li> </ul>
<b>4</b>	<p><b>\$88k Miscellaneous</b></p> <ul style="list-style-type: none"> <li>• \$88k: Dues, subscriptions, travel &amp; meetings</li> </ul>

<b>Positions</b>	<b>FY23-24 Positions</b>	<b>FY24-25 Positions</b>	<b>FY25-26 Recommended Positions</b>
<b>Legal</b>	<b>24</b>	<b>24</b>	<b>24</b>
Assistant General Counsel	1	1	1
Assistant Program Specialist	2	2	2
Attorney I	-	1	1
Attorney III	2	2	2
Claims and Liability Analyst	1	1	1
Claims and Liability Assistant	1	1	1
Claims and Liability Manager	1	1	1
Executive Coordinator	1	1	1
General Counsel	1	1	1
Incident Review Administrator	1	1	1
Incident Review Specialist	1	1	1
Program Administrator	2	1	1
Program Manager	1	1	1
Program Specialist	1	1	1
Senior Attorney	3	3	3
Senior Legal Assistant	2	2	2
Senior Program Specialist	1	1	1
Sr Claims & Liability Analyst	2	2	2
<b>Grand Total</b>	<b>24</b>	<b>24</b>	<b>24</b>



# Office of the General Counsel/Chief Legal Officer



# Operations

Operations supports the District by providing safe, clean, and reliable public transportation service to the East Bay and other communities in our service area. Functions within Operations include Transportation, Maintenance, Operations Control Center, Service Supervision, Technical Services departments, and Training & Education. The Operations Team provides leadership direction to nearly 2,000 front line employees and oversee operations and maintenance of a 625 bus fleet, 146 non-revenue vehicles, 46 BRT platforms, and 7 facilities located across the East Bay. Goals and Objectives that are aligned with the District's Strategic Plan provide focus areas for team members. Key Performance Indicators (KPI's) monitor progress and provide valuable data that guides our strategic decision process geared toward achieving optimal performance.

The Transportation Department covers almost 364 square miles. Coaches are dispatched from four regional Divisions which include: Emeryville Division (D2), Richmond Division (D3), East Oakland Division (D4), and the Hayward Division (D6). Each Division has its own in-house maintenance facility. OCC (Operations Control Center) is a 24/7 operation which supports the Bus Operators, Trainers, Maintenance, Dispatchers, and other departments of AC Transit. There are close to 1,500 employees that report to the Transportation including Bus Operators, Dispatchers, Timekeepers, Clerks, Transportation Office Managers, Assistant Transportation Superintendents, and Transportation Superintendents. The department monitors performance of the District's service using Key Performance Indicators and focuses on continual safe improvements of the service provided to our customers.

The Maintenance Department is responsible for the effective maintenance, repair, servicing, cleaning, and timely availability of the District's fleet and facility. The Director of Maintenance develops functionally integrated business plans to direct and coordinate the maintenance activities of the District's four Operating Divisions, Central Maintenance Facility, and the Facilities Maintenance departments. This is accomplished through a team of approximately 400 employees.

Category	FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>				
Salaried	175	17,113,359	175	18,798,718
Operators	1,379	94,998,401	1,250	98,196,920
New Operator Training	-	2,218,858	-	2,366,809
Maintenance	418	29,477,536	389	30,094,263
Clerical	42	4,549,722	42	4,649,119
Fringe Benefits	-	173,274,233	-	182,375,740
<b>Labor Total</b>	<b>2,014</b>	<b>321,632,110</b>	<b>1,856</b>	<b>336,481,567</b>
<b>Non-Labor</b>				
<b>1</b> Outside Professional Services	-	7,651,691	-	7,155,553
<b>2</b> Fuel & Lubricants	-	18,057,945	-	16,340,602
<b>3</b> Materials & Supplies	-	20,196,808	-	19,978,896
<b>4</b> Utilities and Taxes	-	4,621,620	-	5,115,680
<b>5</b> Miscellaneous	-	312,740	-	179,300
<b>6</b> Leases & Rentals	-	4,398,942	-	4,357,523
<b>7</b> Expense Reclass	-	(2,000,000)	-	(2,000,000)
<b>Non-Labor Total</b>	<b>-</b>	<b>53,239,746</b>	<b>-</b>	<b>51,127,554</b>
<b>Grand Total</b>	<b>2,014</b>	<b>374,871,856</b>	<b>1,856</b>	<b>387,609,121</b>

**1 \$7.2M Outside Professional Services**

- \$1.0M: Transit shelter maintenance & glass replacement
- \$1.0M: Ongoing and unforeseen facility and equipment repairs
- \$979k: Off-site restroom facilities (Throne Contract, United Site Services)
- \$770k: Alternative energy upkeep and contracts (Messer, Bloom Energy Warranty, vehicle charging, solar)
- \$632k: Oil sampling, towing, tire disposal, and other costs of business
- \$450k: Platform graffiti abatement
- \$398k: Annual and ongoing inspections (cranes, lifts, fire doors, extinguishers, air compressors)
- \$384k: Operations business systems (fleetwatch, server, solar monitoring, engine diagnostics, GPS)
- \$348k: Remote site janitorial services (bus storage facility and BART)
- \$341k: Districtwide roofing, landscaping, asphalt replacement
- \$318k: TJPA - Security Services
- \$175k: Uniforms
- \$139k: Non stock part warranties
- \$125k: Pest control and pressure washing services

**2 \$16.3M Fuel & Lubricants**

- \$13.8M: Diesel fuel
- \$ 1.8M: Hydrogen fuel
- \$ 600k: Motor oil & lubricants
- \$ 207k: Gasoline

**3 \$20.0M Materials & Supplies**

- \$13.7M: Bus parts
- \$ 3.3M: Brannon tires
- \$ 2.9M: Inventory: tools, bike racks, decals, radios, coveralls, coats, equipment (for safety, cleaning, painting, O&M)
- \$154k: Office Supplies

**4 \$5.1M Utilities and Taxes**

- \$3.9M: Electric & gas
- \$1.1M: Water/Sewer & Waste utility services
- \$ 39k: Licensing (CARB, DMV) & Property Tax

**5 \$180k Miscellaneous**

- \$117k: Employee incentives (award for safe driving, NBO graduation, driver appreciation)
- \$ 38k: Bus Rodeo
- \$ 24k: Dues & subscriptions

**6 \$4.4M Leases & Rentals**

- \$3.6M: TJPA lease
- \$353k: BSF lease
- \$335k: Leases & rentals for radio frequency channel
- \$ 65k: Restroom leases

**7 \$ (2.0)M Expense Reclass**

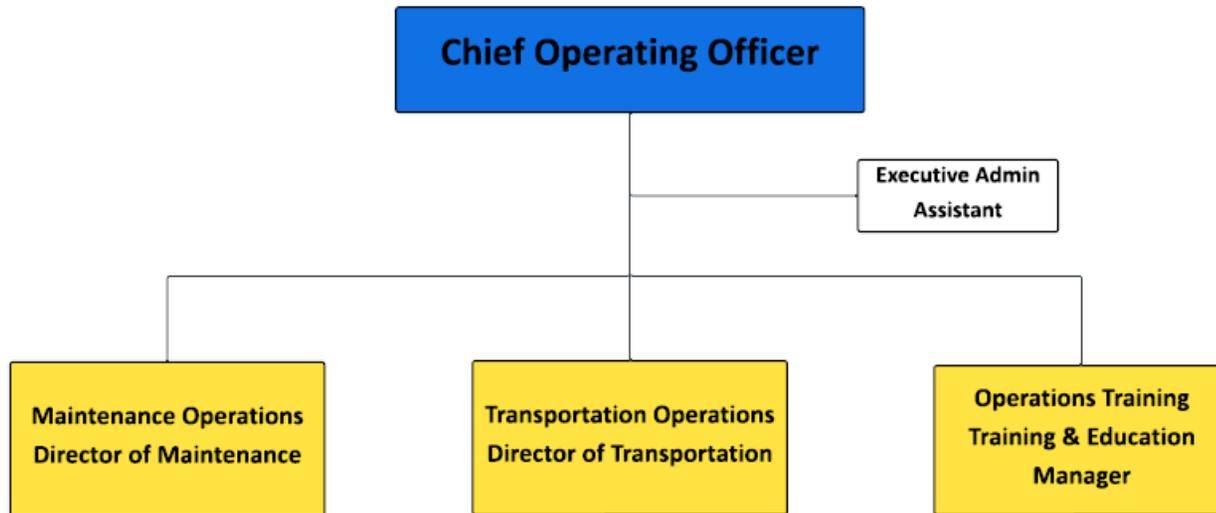
- \$(2.0)M: Remanufactured inventory credit

<b>Positions</b>	<b>FY23-24 Positions</b>	<b>FY24-25 Positions</b>	<b>FY25-26 Recommended Positions</b>
<b>Operations</b>	<b>2,015</b>	<b>2,014</b>	<b>1,856</b>
Administrative Assistant	1	1	1
Administrative Coordinator	2	1	1
Apprentice Mechanic	20	18	18
Apprentice Mentor	1	1	1
Assistant Dir of Maintenance	1	1	1
Assistant Director of Transportation	1	1	1
Asst Transportation Superintendent	10	10	10
Body/Frame Mechanic	3	3	3
BRT Platform Agent	6	6	6
Bus Operator	1,379	1,379	1,250
Bus Operator Mentor	1	1	1
Bus Stop Maintenance Worker	10	10	10
Chief Dispatcher	4	4	4
Chief Operating Officer	1	1	1
Director of Maintenance	1	1	1
Director of Transportation	1	1	1
Dispatcher	21	21	21
Div Senior Clerk/Maintenance	5	5	5
Division Clerk	4	4	4
Electrician	5	5	5
Electronic Support Worker	1	1	1
Electronic Systems Supervisor	1	1	1
Executive Administrative Asst.	1	1	1
Facilities Maintenance Asst Mgr	1	1	1
Facilities Maintenance Manager	1	1	1
Facilities Maintenance Supervisor	4	5	5
Facilities Maintenance Trainer	1	1	1
Facilities Systems Technician	2	2	2
Frame/Body Mechanic	1	1	1
HVAC Technician	2	2	2
Janitor	26	26	26
Journey Facilities Maint Mechanic	12	12	12
Journey Level Mechanic	150	151	129
Lead Timekeeper	1	1	1
Lift Mechanic	1	1	1
Machinist	4	4	4
Maintenance Superintendent	5	5	5
Maintenance Supervisor	26	26	26

<b>Positions</b>	<b>FY23-24 Positions</b>	<b>FY24-25 Positions</b>	<b>FY25-26 Recommended Positions</b>
Maintenance Technical Supervisor	4	4	4
Maintenance Trainer	5	5	5
Mechanic A / Unit Room	5	4	4
Operations Control Ctr Manager	1	1	1
Painter A	3	3	3
Pre-Apprentice Mechanic - OTC	1	3	3
Program Specialist	-	1	1
Senior Administrative Asst.	2	2	2
Senior Administrative Clerk	1	1	1
Senior Body Mechanic	28	28	24
Senior Electronic Technician	23	23	23
Senior Maintenance Supervisor	4	4	4
Senior Program Specialist	-	1	1
Senior Typist Clerk	1	1	1
Service Employee	95	95	92
Small & Med Duty Veh Mechanic	4	4	4
Sr. Transportation Supervisor	4	4	4
Technical Services Manager	1	1	1
Timekeeper	3	3	3
Training & Education Asst Mgr	2	2	2
Training And Education Mgr	1	1	1
Training Instructor	21	21	21
Transit Office Manager	4	4	4
Transit Projects Supervisor	1	-	-
Transportation Superintendent	4	4	4
Transportation Supervisor	61	61	61
Transportation Supervisor Asst	8	6	6
Upholsterer A	6	6	6
Waste Clean Up Worker	1	1	1
Welder/Sheetmetal Mechanic AA	2	2	2
Yard Scrubber Equip Operator	1	1	1
ZEB Program Administrator	1	1	1
<b>Grand Total</b>	<b>2,015</b>	<b>2,014</b>	<b>1,856</b>

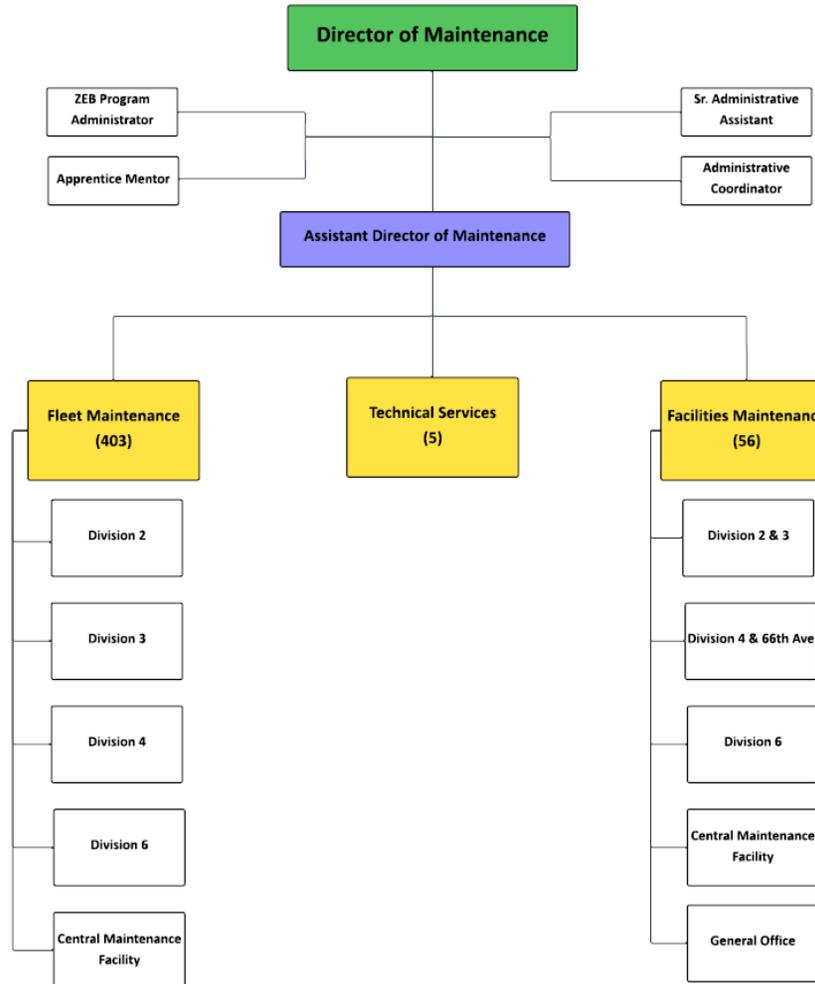


# Operations



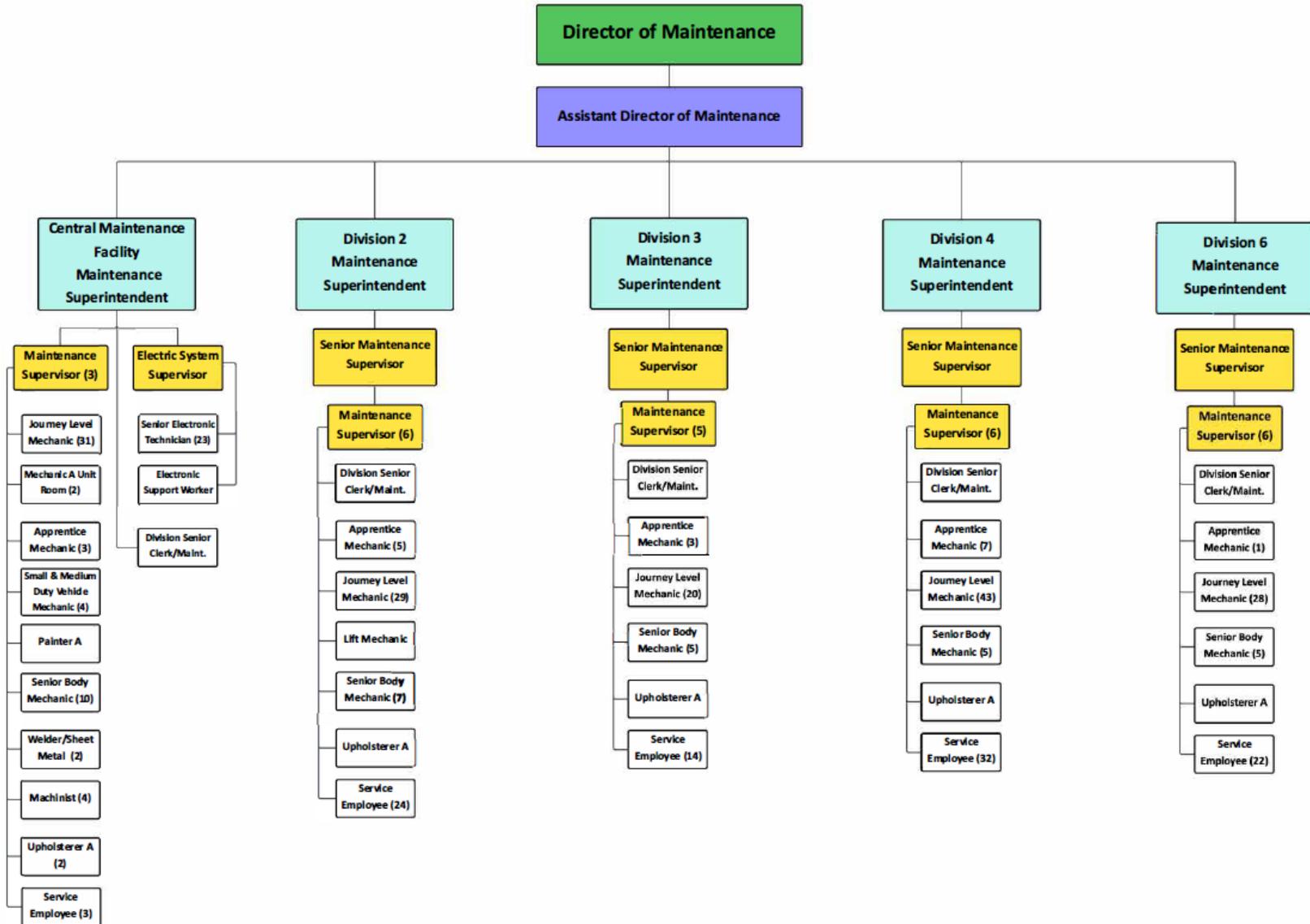


## Operations Maintenance



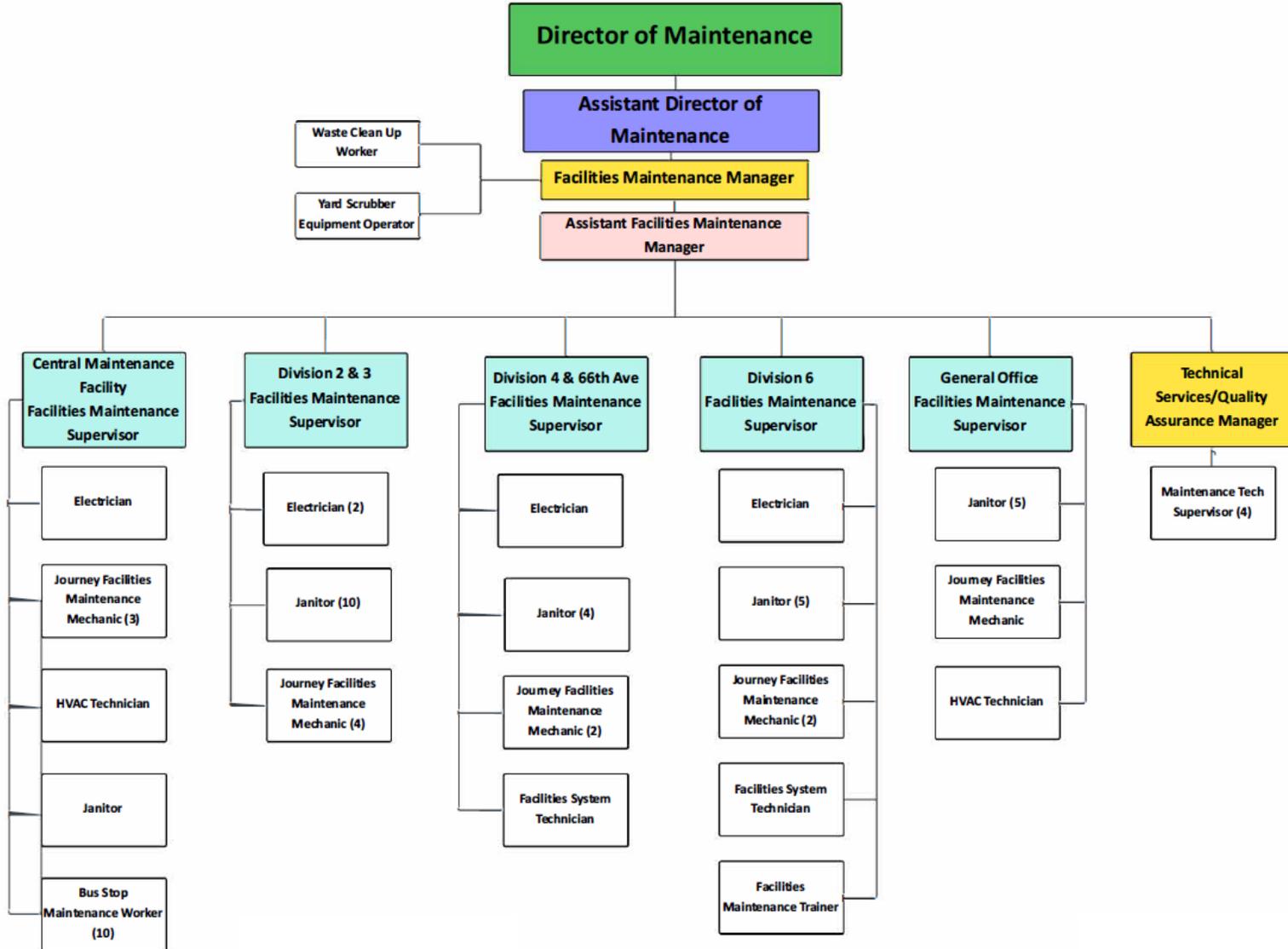


# Operations Fleet Maintenance



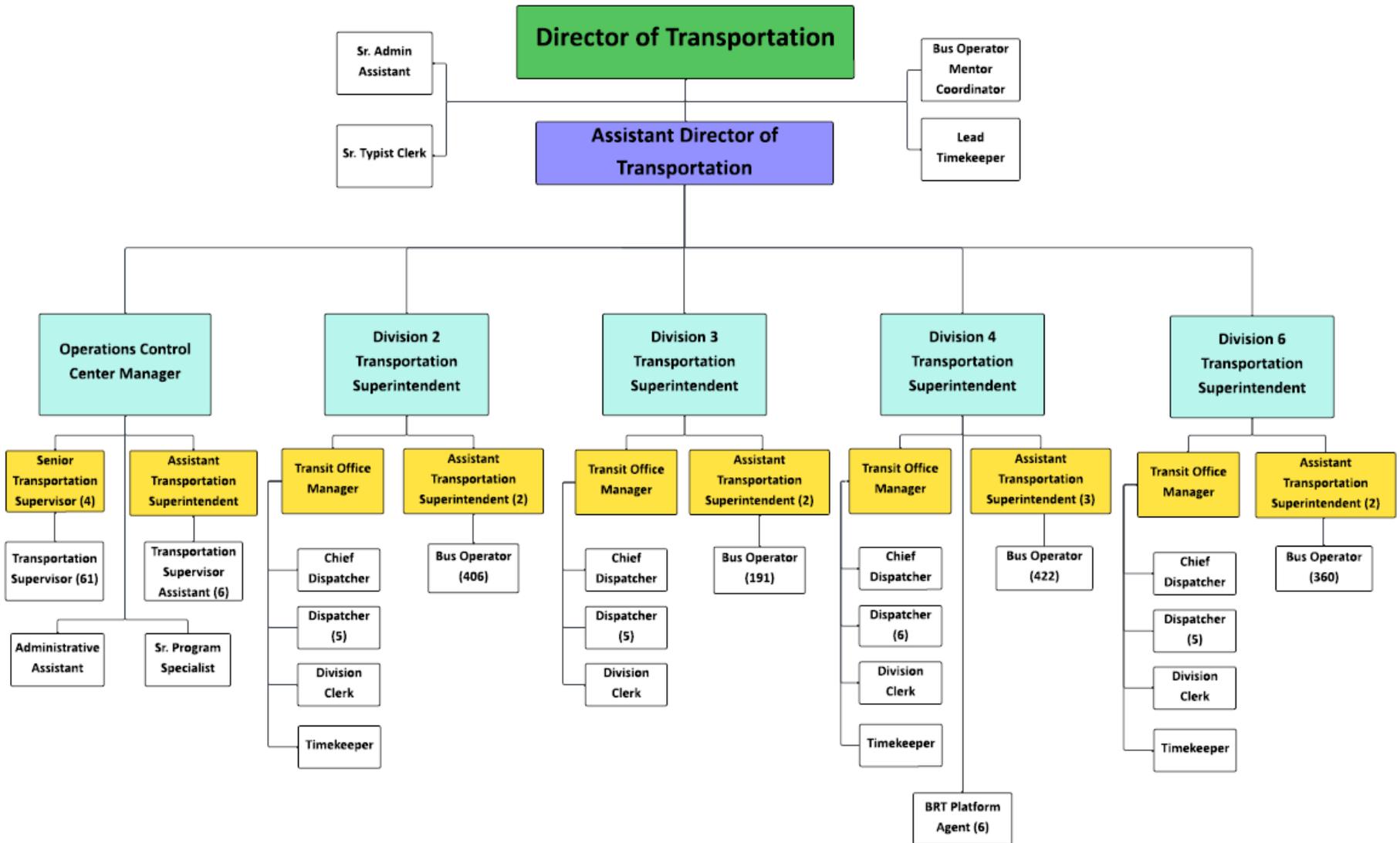


# Operations Facilities Maintenance



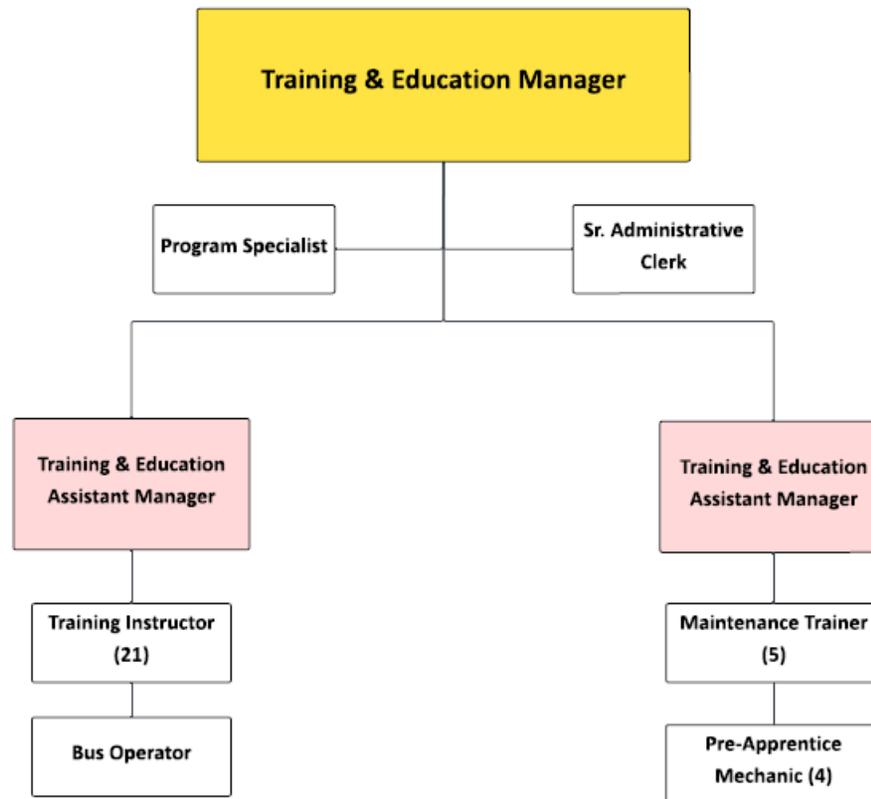


# Operations Transportation





## Operations Training



## Planning & Engineering

The Planning & Engineering Department is comprised of and responsible for the supervision, administration, operational guidance, and resource support of 3 functional groups and the Bus Rapid Transit Program. The Bus Rapid Transit and Sustainability group is responsible for the administration, management and implementation of the design, construction, service launch and project completion of the District's TEMPO service. The Service Development & Planning group is responsible for all activities associated with Service Planning, Schedule Development, Long-Range Planning, Accessible Services, and the management of the ADA Paratransit Consortia Program. The Capital Projects group is responsible for prioritization, coordination, initiation, execution, management and administration of all non-fleet and non-IT related capital projects including Zero Emission Bus infrastructure, projects that enhance or rehabilitate real property, as well as Environmental Engineering / Compliance. The Business Sciences group is responsible for analysis and statistical reporting on enterprise bus operations as well as developing the analysis and operational controls for the scope, schedule and cost elements of all District projects and initiatives engaged in Enterprise Asset Management, Capital Improvement Program, and Safety Management Systems.

Category	FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>				
Salaried	49	5,587,651	49	6,174,207
Clerical	6	549,678	6	409,629
Fringe Benefits	-	7,580,152	-	6,422,811
<b>Labor Total</b>	<b>55</b>	<b>13,717,481</b>	<b>55</b>	<b>13,006,648</b>
<b>Non-Labor</b>				
<b>1</b> Outside Professional Services	-	3,034,092	-	1,234,950
<b>2</b> Materials & Supplies	-	84,025	-	74,150
<b>3</b> Utilities and Taxes	-	120,730	-	119,870
<b>4</b> Purchased Transportation	-	58,630,000	-	54,381,270
<b>5</b> Miscellaneous	-	305,497	-	107,439
<b>Non-Labor Total</b>	<b>-</b>	<b>62,174,344</b>	<b>-</b>	<b>55,917,679</b>
<b>Grand Total</b>	<b>55</b>	<b>75,891,826</b>	<b>55</b>	<b>68,924,327</b>

### Non-Labor

### Recommended FY 2025-26 Budget Highlights

#### 1 \$1.2M Outside Professional Services

- \$343k: Permitting, environmental treatment/mitigation, and project management services
- \$260k: Hazardous waste maintenance
- \$201k: Planning potential service level changes
- \$131k: BRT and Sustainability Services
- \$100k: Bus stop agreements
- \$ 75k: Tree trimming
- \$ 75k: Realign implementation
- \$ 50k: SRTP update

---

**2 \$74k Materials & Supplies**

---

- \$57k: Departmental business supplies (spill kits, light replacements, air purifiers, postage, fiber markers, other inventory)
  - \$ 9k: Stationery supplies
  - \$ 8k: Printing and office supplies
- 

**3 \$120k Utilities & Taxes**

---

- \$120k: Permit fees & hazardous waste generator fees
- 

**4 \$54.4M Purchased Transportation**

---

- \$49.3M: Paratransit Contract Cost
  - \$ 3.6M: Dumbarton Services
  - \$ 1.2M: Paratransit related operational expenses (broker fees, equipment, Verizon, LanguageLink)
  - \$ 293k: Paratransit software support and integration of contactless payment application
- 

**5 \$109k Miscellaneous**

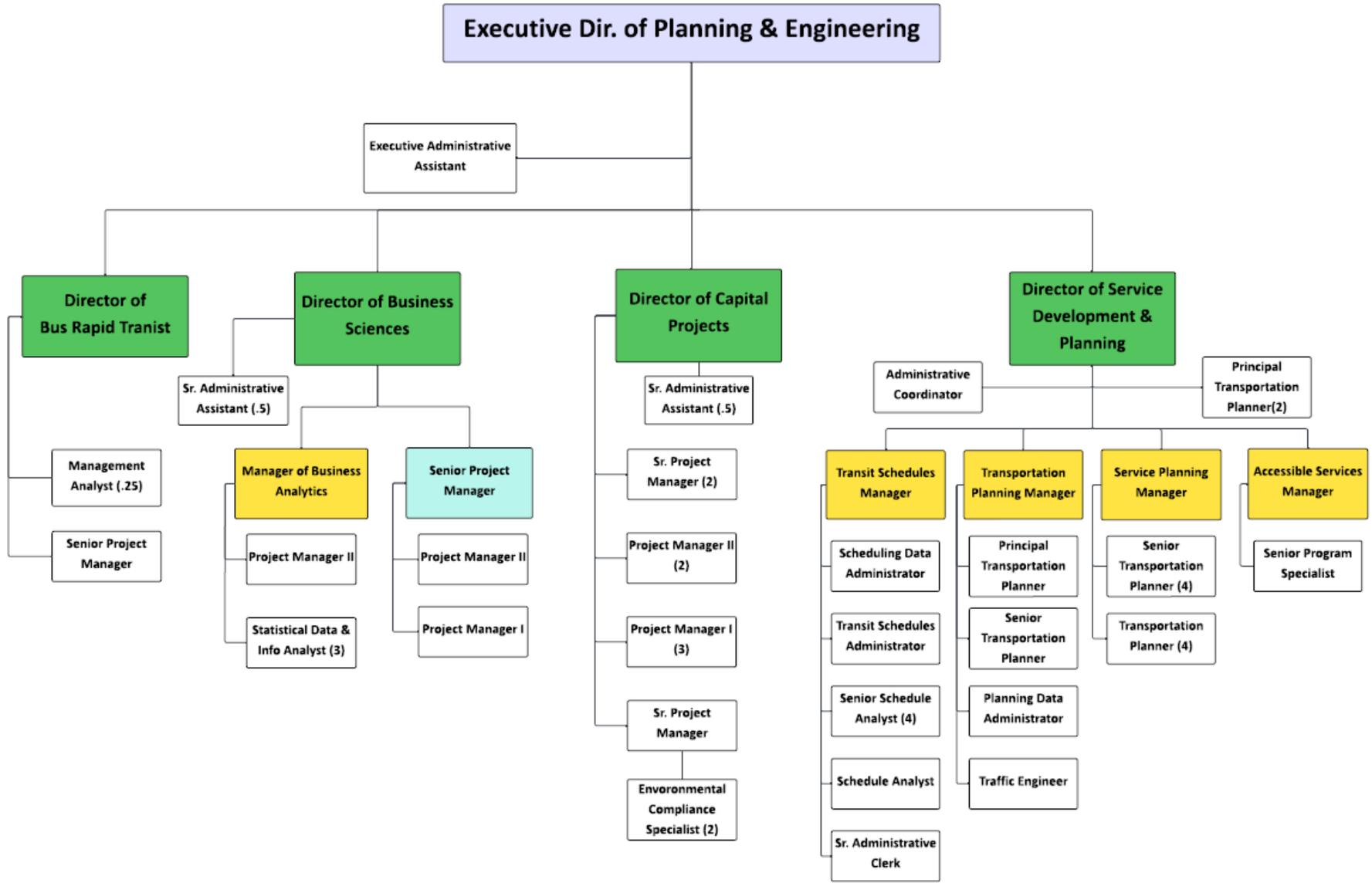
---

- \$58k: WCCTAC Membership
  - \$51k: Dues & Subscriptions (CalACT, Hydrogen Safety Council, CEQA/NEPA, LEED certification, others)
-

<b>Positions</b>	<b>FY23-24 Positions</b>	<b>FY24-25 Positions</b>	<b>FY25-26 Recommended Positions</b>
<b>Planning and Engineering</b>	<b>54</b>	<b>55</b>	<b>55</b>
Accessible Services Manager	1	1	1
Administrative Coordinator	1	1	1
Asst Transportation Planner	1	-	-
Director of Bus Rapid Transit	1	1	1
Director of Business Sciences	1	1	1
Director of Capital Projects	1	1	1
Director of Services Develop & Planning	1	1	1
Environmental Compliance Spec	2	2	2
Exec Director of Planning & Engr	1	1	1
Executive Administrative Asst.	1	1	1
Management Analyst	-	1	1
Manager of Business Analytics	1	1	1
Ops Data Syst Administrator	1	-	-
Planning Data Administrator	1	1	1
Principal Transportation Planner	2	3	3
Project Controls Administrator	1	-	-
Project Manager I	3	4	4
Project Manager II	3	4	4
Schedule Analyst	1	1	1
Scheduling Data Administrator	1	1	1
Senior Administrative Asst.	1	1	1
Senior Administrative Clerk	1	1	1
Senior Management Analyst	1	-	-
Senior Program Specialist	1	1	1
Senior Project Manager	5	5	5
Senior Schedule Analyst	4	4	4
Senior Transportation Planner	6	5	5
Service Planning Manager	1	1	1
Statistical Data Information Analyst	-	1	1
Statistical Data& Info Analyst	2	2	2
Traffic & Schedules Admin.	1	1	1
Traffic Engineer	1	1	1
Transit Schedules Manager	1	1	1
Transportation Planner	3	4	4
Transportation Planning Mgr	1	1	1
<b>Grand Total</b>	<b>54</b>	<b>55</b>	<b>55</b>



# Planning and Engineering



# Innovation & Technology

The Department of Innovation and Technology (IT) is a one-stop-shop for providing Information Technology services to the District, including, but not limited to, design, implementation, and maintenance of all mission-critical technology and data systems. The IT Department builds and maintains AC Transit's data centers and voice and data networks; maintains public and private Cloud infrastructure, manages all wired, cellular, and wireless telecommunications services; deploys and supports enterprise and desktop computer hardware and software; maintains Big Data and data analytics platforms; designs mobile apps and websites, develops custom integration framework and application software; and maintains and monitors the cybersecurity of the District. Major teams within the department include Desktop Services, Software Engineering, Network Engineering, Cybersecurity, Telecommunications, and Project Management.

Category	FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>				
Salaried	43	5,011,510	43	5,615,924
Fringe Benefits	-	5,916,948	-	5,586,939
<b>Labor Total</b>	<b>43</b>	<b>10,928,458</b>	<b>43</b>	<b>11,202,864</b>
<b>Non-Labor</b>				
<b>1</b> Outside Professional Services	-	13,461,870	-	13,071,910
<b>2</b> Materials & Supplies	-	808,479	-	460,000
<b>3</b> Utilities and Taxes	-	2,064,500	-	1,903,500
<b>4</b> Miscellaneous	-	137,250	-	64,000
<b>Non-Labor Total</b>	<b>-</b>	<b>16,472,099</b>	<b>-</b>	<b>15,499,410</b>
<b>Grand Total</b>	<b>43</b>	<b>27,400,557</b>	<b>43</b>	<b>26,702,274</b>

## Non-Labor Recommended FY 2025-26 Budget Highlights

### 1 \$13.1M Outside Professional Services

- \$4.0M: Software as a Service (Swiftly, Salesforce, Origami)
- \$2.0M: Specialized professional services (PeopleSoft, Clever Devices, Apple)
- \$1.0M: Software license and support (Genfare, Dell, Vmware)
- \$1.1M: Managed solutions services providers (Ellipse, Planetaria, Ricoh, Digital Realty)
- \$972k: Managed hosting services (Azure, Clever Devices, Microsoft)
- \$858k: Clever devices system hosting and software maintenance
- \$735k: Software maintenance contracts (Hastus, Microsoft, Wonderware, Clipper, APC)
- \$620k: Microsoft enterprise agreement (licenses and data)
- \$556k: Oracle America, Inc
- \$440k: Software maintenance services (Ellipse, Cisco, Apple)
- \$407k: Hastus annual support
- \$ 90k: Infrastructure as a Service (Genetec)

### 2 \$460k Materials & Supplies

- \$440k: Computer related equipment (monitors, District-wide updates)
- \$20k: Stationery supplies

---

**3 \$1.9M Utilities and Taxes**

---

- \$1.9M: Telephone (FirstNet, Verizon, AT&T, Comcast)
- 

**4 \$64k Miscellaneous**

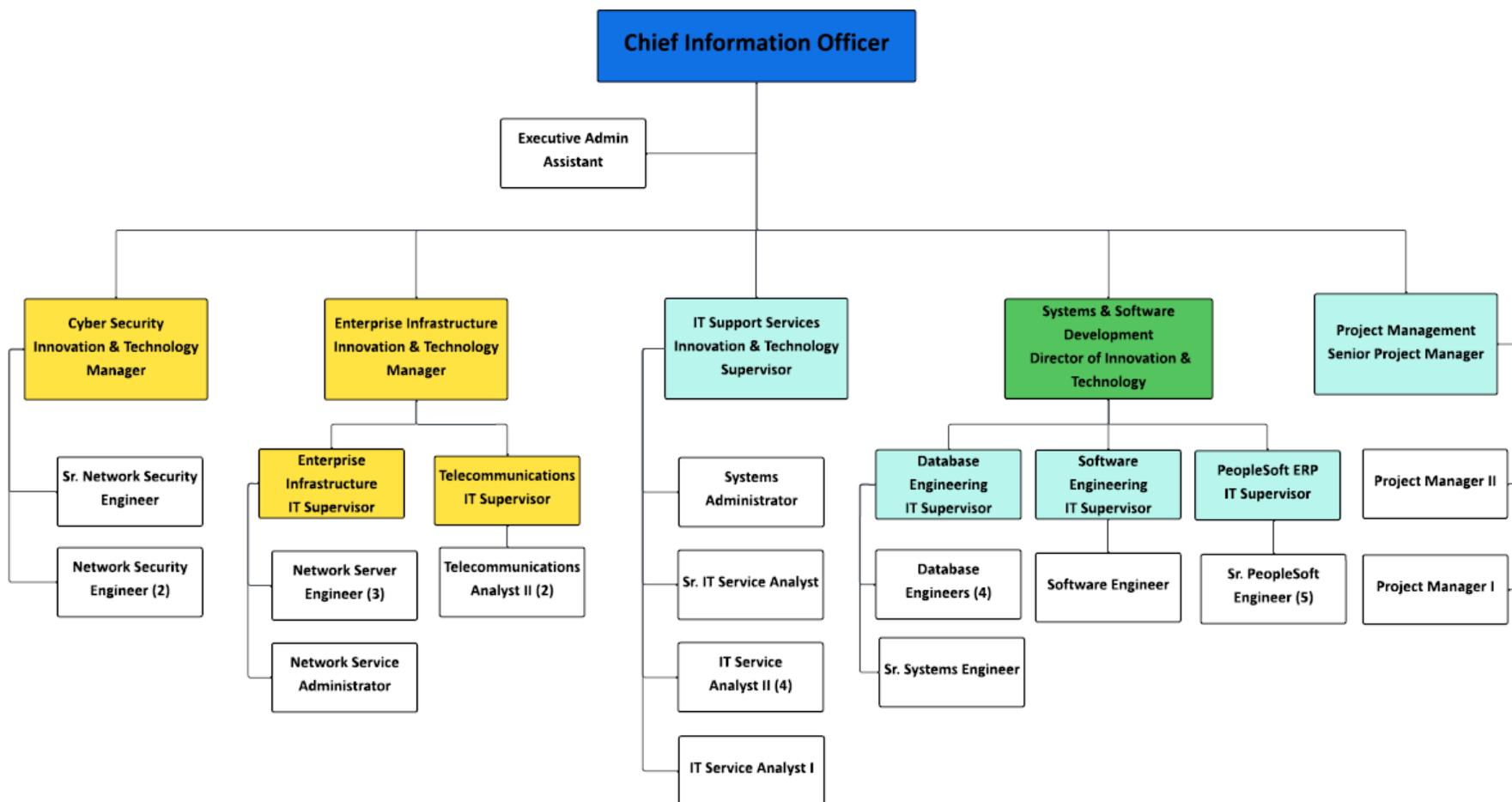
---

- \$63k: Dues & subscriptions
  - \$ 1k: Employee incentive
- 

<b>Positions</b>	<b>FY23-24 Positions</b>	<b>FY24-25 Positions</b>	<b>FY25-26 Recommended Positions</b>
<b>Innovation and Technology</b>	<b>43</b>	<b>43</b>	<b>43</b>
Chief Information Officer	1	1	1
Data Engineer	-	4	4
Database Administrator	4	-	-
Dir of Innovation & Technology	1	1	1
Executive Administrative Asst.	1	1	1
Innovation & Technology Manager	2	2	2
Innovation & Technology Supervisor	6	6	6
Innovation & Technology Service Analyst	5	-	-
Innovation & Technology Service Analyst II	-	4	4
Innovation & Technology Service Analyst II	-	1	1
Network Security Engineer	2	2	2
Network Server Administrator	1	1	1
Network/Server Engineer	3	3	3
Project Manager I	1	1	1
Project Manager II	1	1	1
Senior PeopleSoft Engineer	5	5	5
Senior Project Manager	1	1	1
Senior Systems Engineer	1	1	1
Software Engineer	3	3	3
Sr Innovation & Technology Service Analyst	1	1	1
Sr Network Security Engineer	1	1	1
Systems Administrator	1	1	1
Telecommunications Coord.	2	2	2
<b>Grand Total</b>	<b>43</b>	<b>43</b>	<b>43</b>



# Innovation and Technology



# Human Resources

The Human Resources Department is responsible for developing a high performing and engaged AC Transit workforce to support the District’s mission. To achieve this vision, the department attracts and hires highly qualified talent, provides development programs and opportunities to sustain and enhance staff knowledge, skills and abilities, provides effective performance management systems to support successful employee performance outcomes, leverages classification and compensation practices to ensure competitive total compensation, administers the agreements between the District and its represented employee base and manages the grievance process, and provides healthcare benefits, wellness, leave and return to work programs to promote health, welfare and safety for all staff. The HR Department is comprised of the following groups: Labor and Employee Relations, Staffing, Classification and Compensation, Learning and Development, Benefits and Wellness, Leave Management, and HR Information Systems.

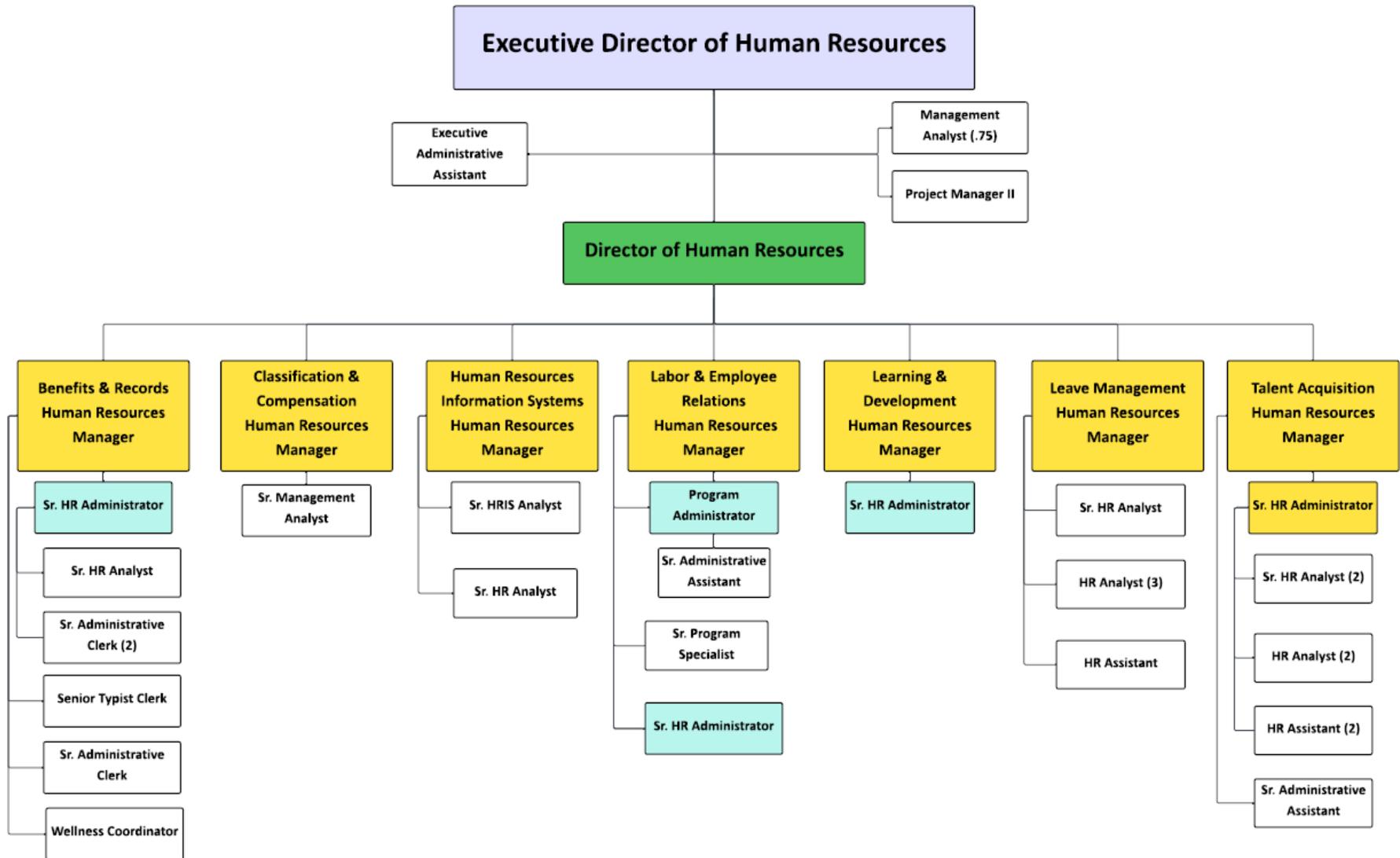
Category	FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>				
Salaried	35	3,764,472	35	4,030,223
Clerical	4	490,013	4	350,792
Fringe Benefits	-	5,683,774	-	6,992,832
<b>Labor Total</b>	<b>39</b>	<b>9,938,258</b>	<b>39</b>	<b>11,373,847</b>
<b>Non-Labor</b>				
<b>1</b> Outside Professional Services	-	2,613,344	-	1,175,780
<b>2</b> Materials & Supplies	-	44,766	-	50,450
<b>3</b> Miscellaneous	-	605,752	-	274,171
<b>Non-Labor Total</b>	<b>-</b>	<b>3,263,862</b>	<b>-</b>	<b>1,500,401</b>
<b>Grand Total</b>	<b>39</b>	<b>13,202,120</b>	<b>39</b>	<b>12,874,248</b>

Non-Labor	Recommended FY 2025-26 Budget Highlights
<b>1</b>	<p><b>\$1.2M Outside Professional Services</b></p> <ul style="list-style-type: none"> <li>•\$530k: Workforce support &amp; compliance (non-lawyer legal, Alliant benefits broker, records, leave management)</li> <li>•\$323k: Talent acquisition &amp; onboarding (help wanted ads, job application software, pre-employment screening)</li> <li>•\$180k: Employee Assistance Program (EAP)</li> <li>•\$135k: Training, development &amp; feedback tools (learning &amp; development, exit survey software)</li> </ul>
<b>2</b>	<p><b>\$50k Materials &amp; Supplies</b></p> <ul style="list-style-type: none"> <li>•\$50k: Operational supplies (printing, postage, ergonomics and general office supplies)</li> </ul>
<b>3</b>	<p><b>\$274k Miscellaneous</b></p> <ul style="list-style-type: none"> <li>•\$264k: Employee engagement &amp; recognition (division holiday &amp; diversity celebrations, Family Day, new bus operator meetings &amp; employee resource management, Employee Wellness incentives)</li> <li>•\$ 10k: Dues &amp; Subscriptions</li> </ul>

<b>Positions</b>	<b>FY23-24 Positions</b>	<b>FY24-25 Positions</b>	<b>FY25-26 Recommended Positions</b>
<b>Human Resource</b>	<b>40</b>	<b>39</b>	<b>39</b>
Director of Human Resources	1	1	1
Exec Dir of Human Resources	1	1	1
Executive Administrative Asst.	1	1	1
Human Resources Analyst	5	5	5
Human Resources Assistant	3	3	3
Human Resources Manager	5	6	6
Labor Relations Manager	1	1	1
Management Analyst	1	-	-
Program Administrator	1	1	1
Project Manager II	2	1	1
Senior Administrative Asst.	3	2	2
Senior Administrative Clerk	3	3	3
Senior Human Resources Analyst	6	5	5
Senior Management Analyst	-	1	1
Senior Program Specialist	1	1	1
Senior Typist Clerk	1	1	1
Sr HR Info Systems Analyst	1	1	1
Sr Human Resources Admin	3	4	4
Wellness Coordinator	1	1	1
<b>Grand Total</b>	<b>40</b>	<b>39</b>	<b>39</b>



# Human Resources



## External Affairs, Marketing and Communications

The External Affairs, Marketing & Communications department informs and communicates with key stakeholders. The goals of the department are to: communicate key information to riders and non-riders; promote AC Transit and its services, advocate on behalf of District to federal, state, and local entities; develop and maintain relationships with elected officials, community-based organization, businesses, environmental justice organizations, faith-based organization, educational organizations, and others; provide excellent customer services; and develop and produce materials. The department is responsible for: Legislative Affairs, Community Relations, Government Relations, Marketing, Communications, Customer Service, Print Shop, and Graphic Services.

Category		FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>					
	Salaried	31	3,335,619	31	3,613,156
	Maintenance	4	302,589	4	270,605
	Clerical	5	346,303	5	358,191
	Fringe Benefits	-	4,250,247	-	3,899,817
	<b>Labor Total</b>	<b>40</b>	<b>8,234,759</b>	<b>40</b>	<b>8,141,769</b>
<b>Non-Labor</b>					
<b>1</b>	Outside Professional Services	-	2,184,751	-	1,110,570
<b>2</b>	Materials & Supplies	-	337,700	-	524,550
<b>3</b>	Miscellaneous	-	989,660	-	746,969
<b>4</b>	Leases & Rentals	-	180,000	-	250,000
	<b>Non-Labor Total</b>	<b>-</b>	<b>3,692,111</b>	<b>-</b>	<b>2,632,089</b>
<b>Grand Total</b>		<b>40</b>	<b>11,926,870</b>	<b>40</b>	<b>10,773,858</b>

### Non-Labor Recommended FY 2025-26 Budget Highlights

#### 1 \$1.1M Outside Professional Services

- \$370k: Call Center vendor
- \$258k: Branding, translations, cartography
- \$100k: BRT sponsorship consulting
- \$100k: Surveying
- \$ 96k: State advocacy
- \$ 84k: Federal advocacy
- \$ 79k: Printing services
- \$ 24k: Print shop equipment maintenance

## **2 \$525k Materials & Supplies**

---

- \$240k: Clipper Cards for EasyPass and admin fee
  - \$155k: Print shop inventory: paper, cartridge, media and other printing materials.
  - \$ 42k: Postage for EasyPass and Student Transit Pass Program (STPP)
  - \$ 40k: Timetables
  - \$ 31k: Stationery supplies, office equipment/furniture
  - \$ 17k: Inventory: signs, collateral materials, event supplies
- 

## **3 \$747k Miscellaneous**

---

- \$221k: Districtwide memberships (APTA, CTA, other industry, regional, and local groups)
  - \$150k: Recruiting campaigns - operators
  - \$ 96k: MTC Transit Information Displays
  - \$ 51k: Brand building & marketing campaigns
  - \$ 50k: Bus ads - wraps, shelters, exteriors
  - \$ 50k: Fare communication and promotional marketing
  - \$ 50k: Realign post implementation marketing
  - \$ 41k: Participation in community events, festivals and industry events
  - \$ 25k: Trade, sponsorship and partnership
  - \$ 5k: Other Dues & Subscriptions
  - \$ 5k: EasyPass advertising and promotion
  - \$ 2k: Customer Service Ticket Office
- 

## **4 \$250k Lease & Rentals**

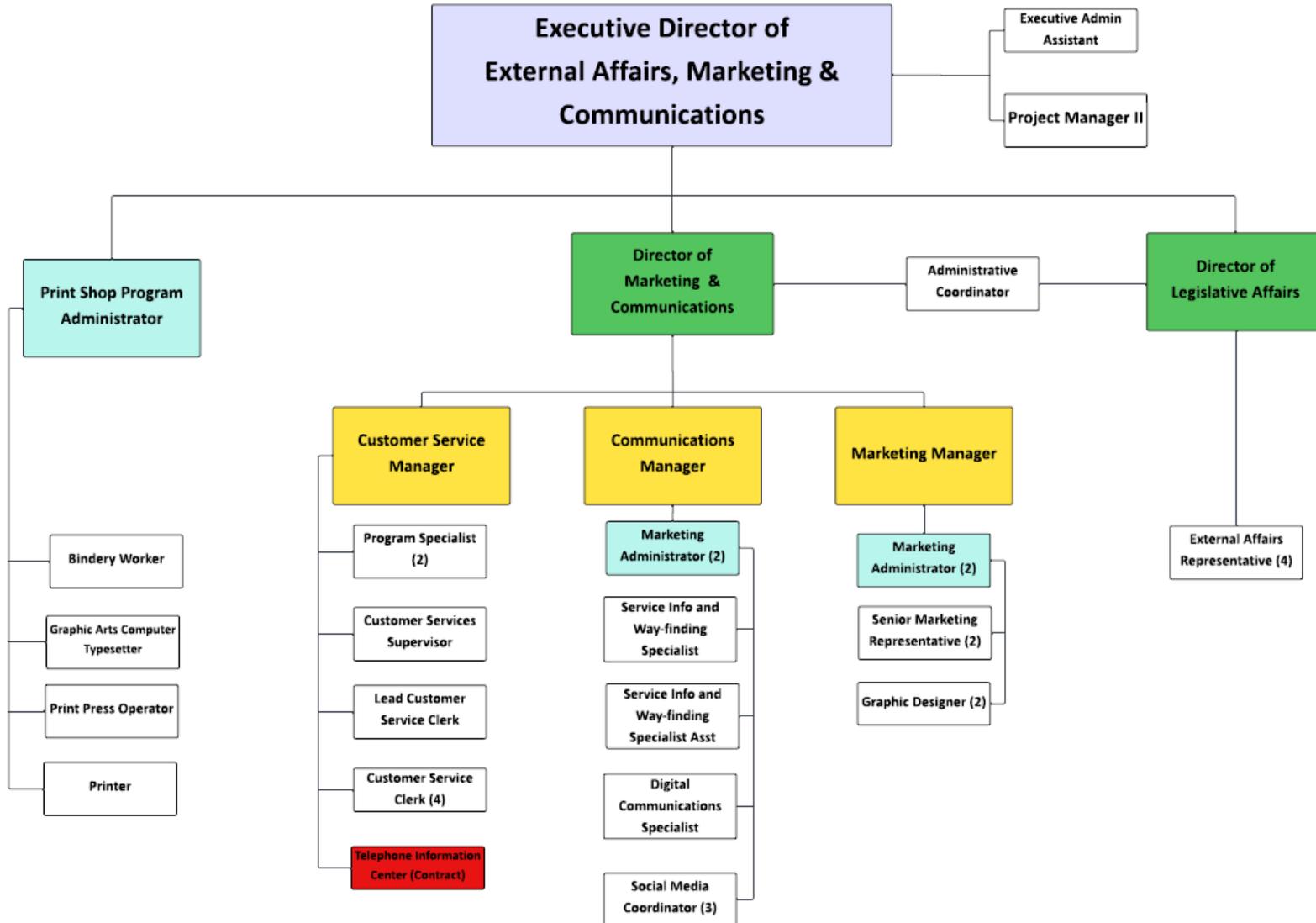
---

- \$250k: Print Shop lease services
-

<b>Positions</b>	<b>FY23-24 Positions</b>	<b>FY24-25 Positions</b>	<b>FY25-26 Recommended Positions</b>
<b>External Affairs, Marketing &amp; Communications</b>	<b>40</b>	<b>40</b>	<b>40</b>
Administrative Coordinator	3	1	1
Assistant Graphic Designer	2	2	2
Bindery Worker	1	1	1
Communications Manager	1	1	1
Customer Service Clerk	4	4	4
Customer Services Manager	1	1	1
Customer Services Supervisor	1	1	1
Digital Communications Spec	1	1	1
Dir of Legis Affairs & Comm Rel	1	1	1
Dir of Mktg, Communications, Customer Services	1	1	1
Exec Dir External Affairs, Mktg, & Communications	1	1	1
Executive Administrative Asst.	1	1	1
External Affairs Rep	4	4	4
Graphic Arts/Computer Typesetter	1	1	1
Lead Customer Service Clerk	1	1	1
Marketing Administrator	4	4	4
Marketing Manager	1	1	1
Printer	1	1	1
Printing Press Operator	1	1	1
Program Administrator	1	1	1
Program Specialist	-	2	2
Project Manager II	1	1	1
Public Info Systems Coord	1	-	-
Public Information Systems Asst	1	-	-
Service Information and Wayfinding Specialist	-	1	1
Service Info and Wayfinding Specialist Assistant	-	1	1
Social Media Coordinator	3	3	3
Sr. Marketing Representative	2	2	2
<b>Grand Total</b>	<b>40</b>	<b>40</b>	<b>40</b>



# External Affairs, Marketing and Communications



## Finance

The Finance Department is responsible for managing the financial operations of the agency. The departments within Finance include: Accounting; the Office of Management and Budget, which is responsible for the operating and capital budgets, grant applications and management, and capital planning; Payroll, which handles active employees, pension payments on behalf of ACTERP, and Board member stipends; Procurement, which is responsible for all purchasing, contracts, vendor payments, and management of supplies and inventory at all divisions; Treasury, which manages cash flow, banking and revenues; and Real Estate.

Category	FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>				
Salaried	57	6,102,409	57	6,134,579
Maintenance	34	2,320,566	34	2,505,056
Clerical	6	449,677	6	457,638
Fringe Benefits	-	9,750,175	-	9,136,275
<b>Labor Total</b>	<b>97</b>	<b>18,622,827</b>	<b>97</b>	<b>18,233,548</b>
<b>Non-Labor</b>				
<b>1</b> Outside Professional Services	-	4,139,393	-	3,460,703
<b>2</b> Materials & Supplies	-	406,678	-	357,600
<b>3</b> Utilities and Taxes	-	1,000	-	600
<b>4</b> Miscellaneous	-	170,750	-	96,236
<b>Non-Labor Total</b>	<b>-</b>	<b>4,717,821</b>	<b>-</b>	<b>3,915,139</b>
<b>Grand Total</b>	<b>97</b>	<b>23,340,648</b>	<b>97</b>	<b>22,148,687</b>

Non-Labor	Recommended FY 2025-26 Budget Highlights
<b>1</b>	<p><b>\$3.5M Outside Professional Services</b></p> <ul style="list-style-type: none"> <li>•\$1.0M - District share of Regional Clipper O&amp;M</li> <li>•\$717k - Cash revenue processing (Brinks)</li> <li>•\$562k - Financial System Consulting &amp; Improvements</li> <li>•\$380k - Auditing and Actuarial Services</li> <li>•\$302k - TVM/Parking Cash Collection &amp; Maintenance</li> <li>•\$300k - Offsite Records Storage</li> </ul>
<b>2</b>	<p><b>\$358k Materials and Supplies</b></p> <ul style="list-style-type: none"> <li>•\$100k - Districtwide Office Furniture Contingency</li> <li>•\$ 92k - Stationary &amp; Office Supplies</li> <li>•\$ 91k - Ticket/Pass Stock</li> <li>•\$ 75k - Postage</li> </ul>
<b>3</b>	<p><b>\$ ~1k Utilities &amp; Taxes</b></p> <ul style="list-style-type: none"> <li>•\$ ~ 1k - Permits &amp; Licenses</li> </ul>

#### 4 \$100k Miscellaneous

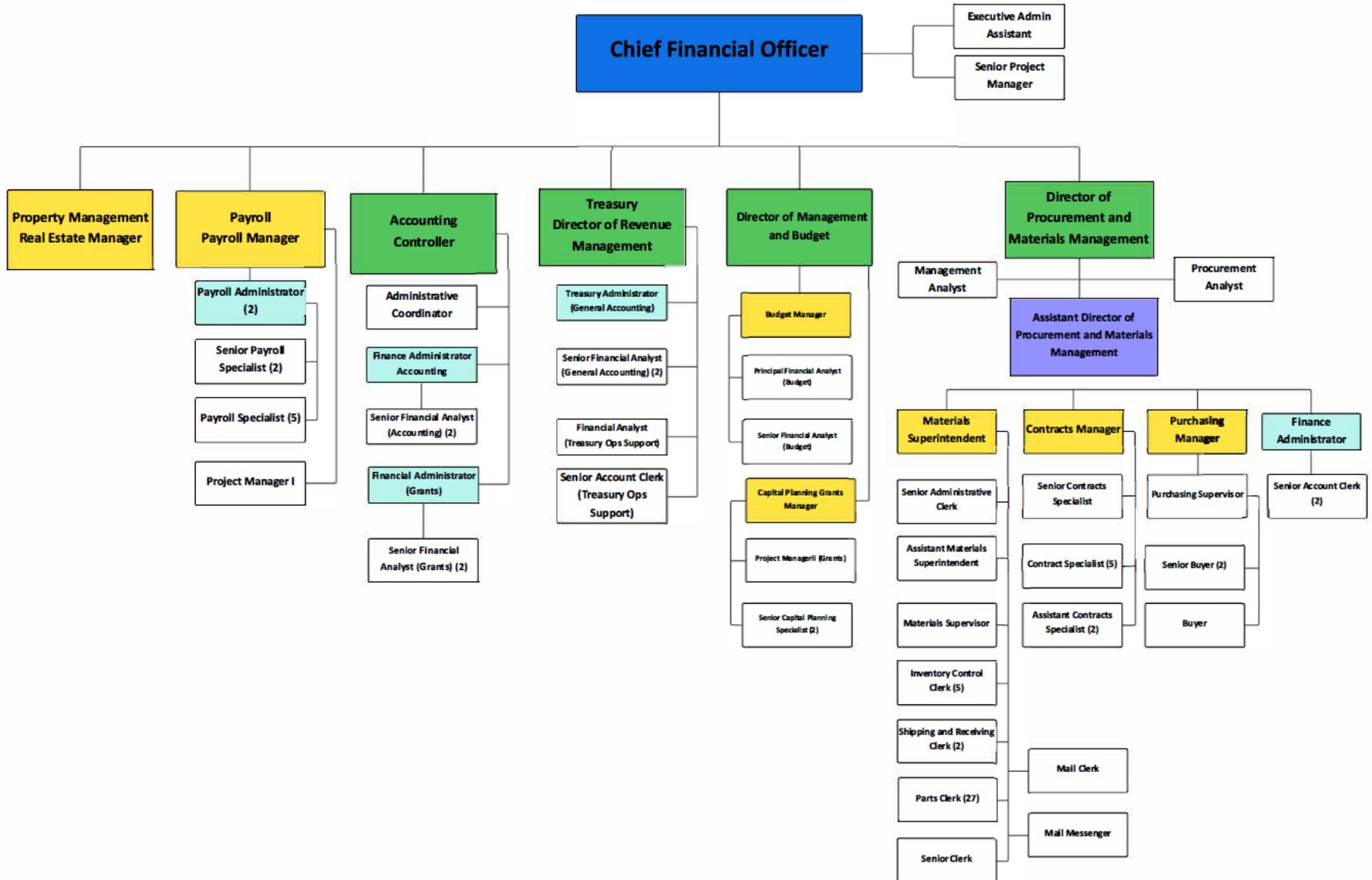
- \$ 68k: Required Public Notice and Bank Fees
- \$ 27k: Dues & Subscriptions
- \$ 4k: Procurement Miscellaneous

Positions	FY23-24 Positions	FY24-25 Positions	FY25-26 Recommended Positions
<b>Finance</b>	<b>97</b>	<b>97</b>	<b>97</b>
Administrative Coordinator	1	1	1
Assistant Contracts Specialist	1	-	-
Asst Dir Procurement & Materials Management	1	1	1
Asst Materials Superintendent	2	2	2
Budget Manager	1	1	1
Buyer	2	2	2
Capital Planning & Grants Mgr	1	1	1
Chief Financial Officer	1	1	1
Contracts Services Manager	1	1	1
Contracts Specialist	4	5	5
Controller	1	1	1
Dir Procurement & Materials Management	1	1	1
Director of Management and Budget	1	1	1
Director of Revenue Management	1	1	1
Executive Administrative Asst.	1	1	1
Finance Administrator	3	3	3
Financial Analyst	1	1	1
Inventory Control Clerk	5	5	5
Mail Clerk	1	1	1
Mail Messenger	1	1	1
Management Analyst	1	1	1
Materials Superintendent	1	1	1
Parts Clerk	27	27	27
Payroll Administrator	2	2	2
Payroll Manager	1	1	1
Payroll Specialist	4	4	4
Principal Financial Analyst	1	4	4
Procurement & Materials Analyst	1	1	1
Project Manager I	1	1	1
Project Manager II	2	1	1
Purchasing Manager	1	1	1
Purchasing Supervisor	1	1	1
Real Estate Manager	1	1	1
Senior Account Clerk	3	3	3
Senior Administrative Clerk	1	1	1

<b>Positions</b>	<b>FY23-24 Positions</b>	<b>FY24-25 Positions</b>	<b>FY25-26 Recommended Positions</b>
Senior Capital Planning Spec.	2	2	2
Senior Contracts Specialist	3	3	3
Senior Financial Analyst	3	2	2
Senior Payroll Specialist	1	1	1
Senior Project Manager	1	1	1
Shipping/Receiving Clerk	2	2	2
Sr Fin Analyst-Budget	1	1	1
Sr Fin Analyst-Fin Reporting	2	1	1
Sr. Buyer	2	2	2
Treasury Administrator	1	1	1
<b>Grand Total</b>	<b>97</b>	<b>97</b>	<b>97</b>



# Finance



## District Overhead

District Overhead is a grouping of administrative expenses not associated with any single program or department and which are incurred in the day-to-day operation of the District, i.e., Retiree Health and Welfare, Election of Directors, Grant Labor Reclass to Capital, Use Tax, Life Insurance Plans, and interest, among other various and miscellaneous accounts.

Category	FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>				
Salaried	-	(416,050)	-	-
Fringe Benefits	-	9,266,700	-	3,983,173
Temp Help	-	414,051	-	500,000
<b>Labor Total</b>	<b>-</b>	<b>9,264,701</b>	<b>-</b>	<b>4,483,173</b>
<b>Non-Labor</b>				
<b>1</b> Materials & Supplies	-	175,000	-	192,543
<b>2</b> Utilities and Taxes	-	3,180,000	-	3,158,000
<b>3</b> Casualty and Liabilities	-	(350,000)	-	(350,000)
<b>4</b> Miscellaneous	-	1,751,735	-	1,243,045
<b>5</b> Interest Expense	-	299,111	-	298,000
<b>Non-Labor Total</b>	<b>-</b>	<b>5,055,846</b>	<b>-</b>	<b>4,541,588</b>
<b>Grand Total</b>	<b>-</b>	<b>14,320,547</b>	<b>-</b>	<b>9,024,761</b>

Non-Labor	Recommended FY 2025-26 Budget Highlights
<b>1</b> <b>\$193k Materials &amp; Supplies</b>	<ul style="list-style-type: none"> <li>• \$123k: Shipping Cost</li> <li>• \$ 70k: Contingency PPE and related safety supplies</li> </ul>
<b>2</b> <b>\$3.2M Utilities and Taxes</b>	<ul style="list-style-type: none"> <li>• \$3.0M: Use Tax</li> <li>• \$138k: Fuel and Lubricant taxes</li> </ul>
<b>3</b> <b>\$(350)k Casualty and Liabilities</b>	<ul style="list-style-type: none"> <li>• \$(350)k: Loss Recovery</li> </ul>
<b>4</b> <b>\$1.2M Miscellaneous</b>	<ul style="list-style-type: none"> <li>• \$1.1M: Election of Directors</li> <li>• \$ 97k: Dues &amp; Subscriptions (Alameda County Transportation Commission)</li> </ul>
<b>5</b> <b>\$298k Interest Expense</b>	<ul style="list-style-type: none"> <li>• \$298k: Interest Expense for Certificate of Participation - Bank of NY</li> </ul>

# Retirement

The AC Transit Employees' Retirement Plan (ACTERP or Retirement Plan) is a separate legal entity and public agency that provides retirement, disability, and death benefits to former employees of AC Transit, their beneficiaries, and survivors. The Retirement Plan is administered by the Retirement Board which has exclusive control of the administration, investment, and disbursement of the funds of the Retirement Plan. AC Transit is the plan sponsor for ACTERP. Under the AC Transit/Retirement Board Agreement, the Retirement Board reimburses AC Transit for the employment of staff while AC Transit provides support services to ACTERP. The Executive Officer of the Retirement Plan manages the daily operations and staff of the Plan under direction of the Retirement Board. For budget purposes ACTERP is shown as a separate department.

Category	FY24-25 Positions	FY24-25 Budget	FY25-26 Positions	FY25-26 Recommended Budget
<b>Labor</b>				
Salaried	6	608,921	6	492,694
Fringe Benefits	-	445,061	-	427,561
<b>Labor Total</b>	<b>6</b>	<b>1,053,982</b>	<b>6</b>	<b>920,255</b>
<b>Non-Labor</b>				
<b>1</b> Expense Reclass	-	(922,900)	-	(936,000)
<b>Non-Labor Total</b>	<b>-</b>	<b>(922,900)</b>	<b>-</b>	<b>(936,000)</b>
<b>Grand Total</b>	<b>6</b>	<b>131,082</b>	<b>6</b>	<b>(15,745)</b>

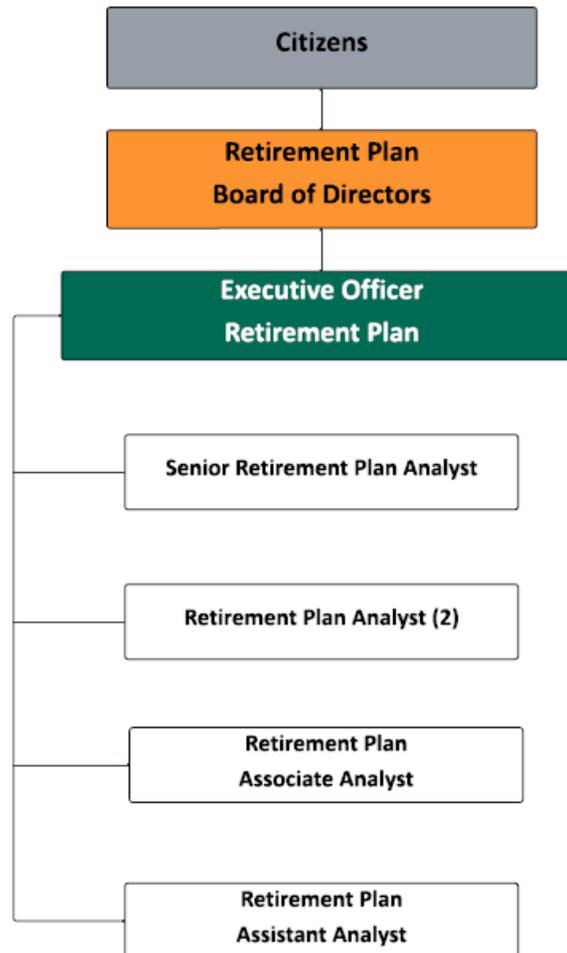
**Non-Labor Recommended FY 2025-26 Budget Highlights**

- 1 (\$936)k: Expense Reclass**
- (\$936)k: Reimbursed labor expenses from Retirement Department

Positions	FY23-24 Positions	FY24-25 Positions	FY25-26 Recommended Positions
<b>Retirement</b>	<b>6</b>	<b>6</b>	<b>6</b>
Associate Management Analyst	1	-	-
Exec Officer Retirement Plan	1	1	1
Principal Retirement Plan Analyst	1	-	-
Retirement Plan Analyst	1	2	2
Retirement Plan Associate Analyst	-	1	1
Retirement Plan Asst Analyst	1	1	1
Senior Retirement Plan Analyst	1	1	1
<b>Grand Total</b>	<b>6</b>	<b>6</b>	<b>6</b>



# Retirement Plan



# Capital Budget

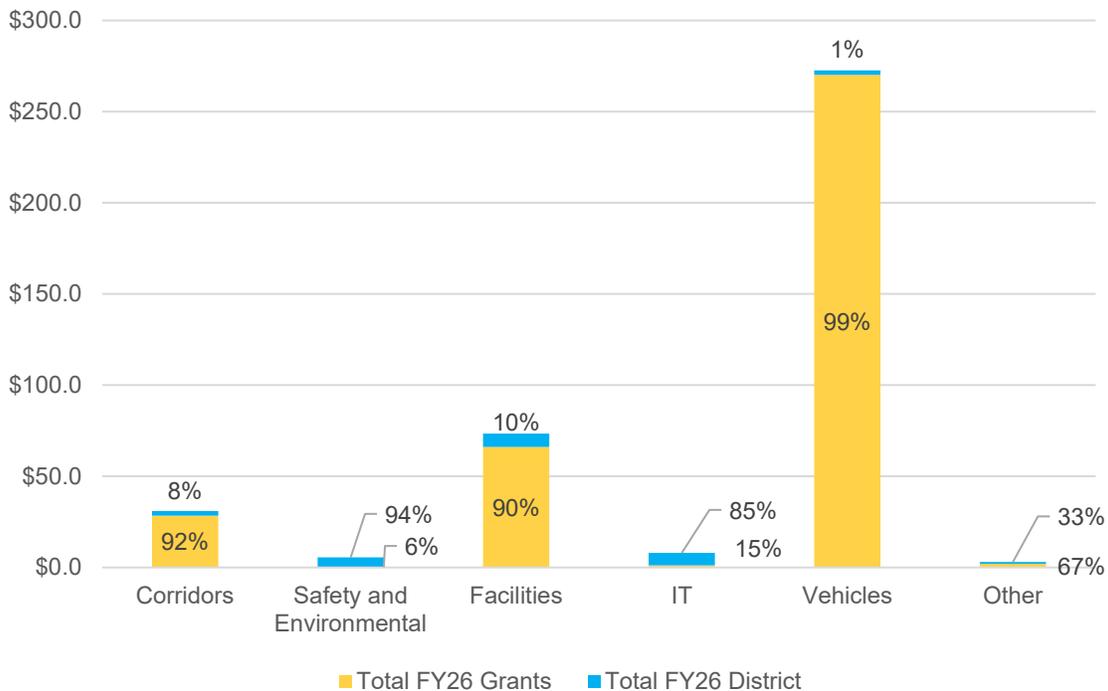
AC Transit’s Capital Budget delivers one-time investments identified through the 5-year Capital Investment Program (CIP) that meet the District’s goals, laid out in the Strategic Plan, Transit Asset Management Plan, Zero Emission Rollout Plan, and Clean Corridors Plan.

The Recommended FY 2025-26 Capital Budget includes a projected maximum investment of \$393.5 million, composed of \$368.2 million in grant funds (94%), and \$25.3 million (6%) in District Capital funds. The Draft Capital Budget is shown in Attachment X. The Recommended FY 2025-26 Capital Budget includes 9 new, 39 continuing, and 7 annual projects for a total of 55 projects.

The Budgeted amounts for capital projects represent what is necessary for projects to complete (usually the full project, sometimes just a distinct phase such as design) but this budget is not limited to a single fiscal year. The project budget is approved so that the District can make the commitments necessary to hire contractors and procure materials over the life of the project. This also means that in a given year, actual capital spending will be less than the full budget, often around 50% less. To better show spending needs given the District’s projected deficit, while the Capital Budget listing shows the full budgets, staff has changed to showing an expected spending amount at the bottom of the full Operating Budget table. This is to better show what the size of the net deficit will be in the fiscal year including Capital, because what matters is spending and not budget.

Capital projects are mainly supported by restricted grant funds, particularly facilities and bus purchases. Many grants require a proportional contribution from the project sponsor, referred to as “local match”. To the extent possible, staff utilize other grants to meet these requirements. However, District Capital commitment is still needed as match for certain grants, and for projects that are difficult to fund with grants.

**FIGURE 2 TOTAL FY 2025-26 CAPITAL BUDGET, BY CATEGORY AND FUND TYPE**



Of the 66 projects included in the current FY 2024-25 budget, 14 have been completed and another 13 are anticipated to close by the end of the fiscal year.

In preparing this year's budget, staff have prioritized active and continuing projects, new projects required to meet compliance or safety requirements, new required state of good repair projects, and grant funded transit reliability or enhancement projects.

Where possible, staff have Recommended deferring discretionary projects, delaying projects that require a significant local match to enable them to seek additional grant funding, and utilized flexible cost savings from closing projects to offset District Capital wherever possible.

The Recommended Capital Budget adds new grants for bus replacements, grants for corridor enhancement on Line 51 and District Capital for required sewer work at D4.

Since the Draft Budget was brought to the Board, the District has received preliminary notice of award for new grants under the Air District's Community Air Protection Program, and Alameda County Transportation Commission's Comprehensive Investment Program. Additionally, for better representation of funding certainty, funds anticipated under the state Hybrid and Zero Emission Truck and Bus Voucher Incentive Program and ARCHES have been moved from the Planned Funding column to FY26.

Of note, the Recommended Capital Budget includes multiple bus procurements, which reflect procurements that were deferred over the past few years due to price increases and insufficient funds. Bus purchases, particularly fuel cell buses, have seen increasingly long lead times, with purchases taking up to two years to be delivered. These procurements are expected to be delivered in two to three years but must be included in the Capital Budget to allow for contracts to be executed to reserve the District's place in the manufacturing line.

## FY2025-2026 RECOMMENDED CAPITAL BUDGET

Project ID	Project Title	FY2024-2025 and Prior (Expended)	FY26 Grants (Programmed)	FY26 District (Programmed)	FY26 (Programmed)	Planned Funds	Total Project Cost
<b>Corridors</b>							
2143	MacDonald Avenue and Cutting Blvd TSP	330,091	8,069,069	541,704	8,610,773	-	8,940,864
2210	Fruitvale Corridor TSP	-	4,711,830	252,170	4,964,000	-	4,964,000
2217	Foothill Corridor Planning Study	19,144	1,950,000	275,197	2,225,197	-	2,244,341
2228	High-Priority Bus Stop Improvements/InACT	-	1,800,000	600,000	2,400,000	600,000	3,000,000
TBD	International, Phase 2	-	3,906,000	505,592	4,411,592	-	4,411,592
2240	Park St TSP	-	1,094,418	141,793	1,236,211	-	1,236,211
NEW/0699	Grand Avenue Bus Lanes Planning	-	-	150,000	150,000	-	150,000
NEW/0697	Line 51 Rapid Gap Closure	-	6,900,000	-	6,900,000	-	6,900,000
<b>Subtotal</b>		<b>349,235</b>	<b>28,431,317</b>	<b>2,466,456</b>	<b>30,897,773</b>	<b>600,000</b>	<b>31,847,008</b>

<b>Safety and Environment</b>							
2220	CMF - Entrance Gate/Fencing	-	-	450,000	450,000	-	450,000
2218	Security Enhancement CMF D2 D4	27,280	-	1,365,070	1,365,070	1,558,419	2,950,769
2219	Security Enhancement D3 and GO	-	-	-	-	2,094,800	2,094,800
2229	Climate Adaptation Planning Grant	99,043	324,542	0	324,542	-	423,585
Annual	Environmental Remediation	N/A	-	200,000	200,000	-	200,000
NEW 0688	Tempo BRT Station Ped Bollards	N/A	-	295,000	295,000	-	295,000
NEW 0630	D4 SEWER REPLACEMENTS	N/A	-	2,875,000	2,875,000	-	2,875,000
<b>Subtotal</b>		<b>126,323</b>	<b>324,542</b>	<b>5,185,070</b>	<b>5,509,612</b>	<b>3,653,219</b>	<b>9,289,154</b>

Project ID	Project Title	FY2024-2025 and Prior (Expended)	FY26 Grants (Programmed)	FY26 District (Programmed)	FY26 (Programmed)	Planned Funds	Total Project Cost
<b>Facilities</b>							
2097	Bus Washers Maintenance Repair	-	613,570	-	613,570	-	613,570
2132	Ardenwood Parking Study	-	-	140,000	140,000	-	140,000
3111	GO Parking Garage Ramp	100,545	-	529,455	529,455	-	630,000
2160	D4-Transp HVAC Repair	266,986	-	398,014	398,014	-	665,000
2174	BART Restrooms	749,165	-	464,167	464,167	-	1,213,332
2184	D4 ZE Infrastructure	650,068	12,713,257	-	12,713,257	1,389,436	14,752,761
2193	D6 Hydrogen Station Development	7,840	13,856,292	1,637,868	15,494,160	-	15,502,000
2198	Rehab Maint. Bays for ZEBs	279,349	8,528,264	233,566	8,761,830	-	9,041,179
2204	TEC Modernization	842,244	19,871,400	507,920	20,379,319	-	21,221,563
2211	D4 H2 Upgrade	3,254,393	5,898,413	1,668,424	7,566,837	-	10,821,230
2231	D6 Parking Garage Demolition	-	3,827,200	956,800	4,784,000	-	4,784,000
2232	D2 Electrical Vault Repairs	-	245,000	-	245,000	-	245,000
2233	D6 Maintenance Re-Roof	-	500,000	-	500,000	4,906,083	5,406,083
Annual	Emergency Facility Repair	N/A	-	200,000	200,000	-	200,000
Annual	Stations/shelters Capital Maintenance	N/A	-	300,000	300,000	-	300,000
Annual	Facilities Maintenance	N/A	-	250,000	250,000	-	250,000
NEW 0714	Bus Operator Restrooms Feasibility Study	N/A	-	100,000	100,000	-	100,000
<b>Subtotal</b>		<b>6,150,590</b>	<b>66,053,396</b>	<b>7,386,214</b>	<b>73,439,610</b>	<b>6,295,519</b>	<b>85,885,718</b>

Project ID	Project Title	FY2024-2025 and Prior (Expended)	FY26 Grants (Programmed)	FY26 District (Programmed)	FY26 (Programmed)	Planned Funds	Total Project Cost
<b>IT</b>							
1861	CAD/AVL Real Time Bus Comm	28,420,440	63,200	378,667	441,868	-	28,862,307
2199	GO 10thFlr Conf Rm	47,175	267,108	111,777	378,885	-	426,060
3065	Expansion and Upgrade of APC	764,002	-	328,998	328,998	-	1,093,000
2208	Hastus Upgrade Latest	1,112,413	857,354	936,831	1,794,185	-	2,906,598
2209	Data Integration Managed Environment (DIME)	302,393	-	452,607	452,607	-	755,000
2221	Customer Relationship Mgmt Sys	689,487	-	769,830	769,830	-	1,459,317
2226	Clever - Radio Communication Backup	54,574	-	301,426	301,426	-	356,000
2227	Employee Engagement Software	-	-	120,000	120,000	-	120,000
2237	Enterprise Document Management	-	-	250,000	250,000	2,050,000	2,300,000
2192	EBP Software Purchase	-	-	3,000,000	3,000,000	-	3,000,000
Annual	IT Equipment Replacement	N/A	-	130,000	130,000	-	130,000
<b>Subtotal</b>		<b>31,390,484</b>	<b>1,187,663</b>	<b>6,780,136</b>	<b>7,967,798</b>	<b>2,050,000</b>	<b>41,408,282</b>

Project ID	Project Title	FY2024-2025 and Prior (Expended)	FY26 Grants (Programmed)	FY26 District (Programmed)	FY26 (Programmed)	Planned Funds	Total Project Cost
<b>Vehicles</b>							
2234	47 40ft NF Fuel Cell Buses	-	72,960,831	681,893	73,642,724	-	73,642,724
2235	9 60ft Artic NF Fuel Cell Bus	-	19,127,784	1,222,189	20,349,973	-	20,349,973
2236	18 40ft Diesel Buses	-	11,085,407	-	11,085,407	4,152,075	15,237,482
3106	BRT Maintenance Trucks	175,915	-	24,085	24,085	-	200,000
2181	Bus Maintenance Training	167,495	278,651	260,596	539,248	-	706,742
Annual	Non-revenue Fleet Replacement	N/A	-	300,000	300,000	-	300,000
NEW 0692	Purchase 10 35ft Battery Electric Buses	N/A	14,999,075	-	14,999,075	-	14,999,075
NEW 0720	Purchase 48 40ft Fuel Cell Buses	N/A	86,579,663	-	86,579,663	-	86,579,663
NEW 0721	Purchase 23 60ft Artic Fuel Cell Buses	N/A	54,569,118	-	54,569,118	-	54,569,118
NEW 0738	Purchase 19 40ft Diesel Buses	N/A	10,548,000	-	10,548,000	5,558,138	16,106,138
<b>Subtotal</b>		<b>343,410</b>	<b>270,148,529</b>	<b>2,488,763</b>	<b>272,637,292</b>	<b>9,710,213</b>	<b>282,690,915</b>
<b>Other</b>							
2238	LowNo - Workforce Development	23,075	2,007,214	501,816	2,509,030	-	2,532,105
Annual	STC Capital Contribution	N/A	-	500,000	500,000	-	500,000
<b>Subtotal</b>		<b>23,075</b>	<b>2,007,214</b>	<b>1,001,816</b>	<b>3,009,030</b>	<b>-</b>	<b>3,032,105</b>

<b>Likely Closeout* Projects (*may rollover to allow for final closeout and billing)</b>							
<b>Project ID</b>	<b>Project Title</b>	<b>FY2024-2025 And Prior</b>	<b>Total FY26 Grants</b>	<b>Total FY26 District</b>	<b>FY26 (Programmed)</b>	<b>Future Funds</b>	<b>Total Project Cost</b>
2070	South County Corridor Line 97	6,686,355	23,126	2,996	26,122	-	6,712,477
2100	Bus TSP Equipment	905,362	-	80,471	80,471	-	985,833
2119	Mission Boulevard Corridor TSP	1,173,047	862,729	8,692	871,421	-	2,044,468
2164	Rapid Corridor Improvements	7,985,464	7,315,496	-	7,315,496	-	15,300,960
2165	Southside Transit Lanes	338,868	-	-	-	-	338,868
2205	Durant Ave and MacArthur	2,211,399	912,159	27,531	939,691	-	3,151,089
2206	Tempo BRT Lane Delineation	1,760,174	1,142,600	68,645	1,211,245	-	2,971,419
3038	CMF-Remove 2 Single-Wall USTs	916,212	965,871	-	965,871	-	1,882,083
2054	San Leandro BART Terminal	7,704,473	-	132,920	132,920	-	7,837,393
2064	Richmond Parkway TC Rehab	1,712,242	1,307,046	-	1,307,046	-	3,019,287
2183	D2 ZE Infrastructure	5,157,194	975,587	-	975,587	-	6,132,781
2222	50 40ft Diesel Buses (2nd buy)	33,962,148	149,250	108,078	257,328	-	34,219,475
3014	SGR Non-Revenue Vehicles	970,121	29,879	-	29,879	-	1,000,000
<b>Subtotal</b>		<b>71,483,056</b>	<b>13,683,742</b>	<b>429,334</b>	<b>14,113,076</b>	<b>-</b>	<b>85,596,132</b>

<b>Grand Total (Excluding Likely Closeout)</b>	<b>38,383,117</b>	<b>368,152,660</b>	<b>25,308,455</b>	<b>393,461,115</b>	<b>22,308,951</b>	<b>454,153,182</b>
<b>Grand Total (Including Likely Closeout)</b>	<b>109,866,173</b>	<b>381,836,402</b>	<b>25,737,789</b>	<b>407,574,191</b>	<b>22,308,951</b>	<b>539,749,315</b>