



**AGENDA**

MEETING OF THE  
**FINANCE COMMITTEE**  
OF THE  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A PUBLIC AGENCY  
TUESDAY, FEBRUARY 24, 2015  
9:00 A.M.  
**SANTA BARBARA MTD CONFERENCE ROOM (UPSTAIRS)**  
550 OLIVE STREET, SANTA BARBARA, CA 93101

1. **CALL TO ORDER**
2. **ROLL CALL OF THE FINANCE COMMITTEE**  
Bill Shelor, Committee Chair  
Dave Tabor, Director  
Roger Aceves, Director
3. **REPORT REGARDING POSTING OF THE AGENDA**
4. **APPROVAL OF PRIOR MINUTES (ATTACHMENT- ACTION MAY BE TAKEN)**  
The committee will be asked to waive the reading of and approve the draft minutes for the meeting of February 10, 2015.
5. **PUBLIC COMMENT**  
Members of the public may address the Committee on items within the jurisdiction of the Committee that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Committee Chair. Please complete and deliver to the MTD **Board Clerk, before the meeting is convened, a "Request to Speak" form including a description of the subject you wish to address.**
6. **FISCAL YEAR 2015-16 DRAFT OPERATING & CAPITAL BUDGET- (ATTACHMENT-INFORMATIONAL)**  
Staff will update the Finance Committee on the Fiscal Year 2015-16 Draft Operating & Capital Budget.
7. **OTHER**
8. **ADJOURNMENT**

**AMERICANS WITH DISABILITIES ACT:** If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.



**MINUTES**

MEETING OF THE  
**FINANCE COMMITTEE**  
OF THE  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A PUBLIC AGENCY  
TUESDAY, FEBRUARY 10, 2015  
10:00 A.M.  
**SANTA BARBARA MTD CONFERENCE ROOM (UPSTAIRS)**  
550 OLIVE STREET, SANTA BARBARA, CA 93101

- 1. CALL TO ORDER**  
Committee Chair Shelor called the meeting to order at 10:00 a.m.
- 2. ROLL CALL OF THE FINANCE COMMITTEE**  
Committee Chair Shelor reported that all members were present.
- 3. REPORT REGARDING POSTING OF THE AGENDA**  
Natasha Garduno, Executive Assistant, reported that the agenda was posted on Friday, February 6, 2015 at MTD's Administrative Office, mailed and emailed to those on the agenda list, and posted on MTD's website.
- 4. APPROVAL OF PRIOR MINUTES (ATTACHMENT- ACTION MAY BE TAKEN)**  
Director Tabor moved to waive the reading of and approve the draft minutes for the meeting of January 27, 2015. Director Aceves seconded the motion. The motion passed unanimously.
- 5. PUBLIC COMMENT**  
None was made.
- 6. MID-YEAR BUDGET REVISION- (ATTACHMENT- ACTION MAY BE TAKEN)**  
Thais Sayat, Interim Assistant Controller updated the Finance Committee on the District's Mid-year Budget Revision which recommends increasing the budget by \$272,000 which will mostly go towards health insurance costs for MTD union employees. The funding for this comes from increased revenues received from sales tax, advertising, and purchases of MTD discounted bus passes. The revision also includes decreases to the CEL service and diesel purchases. Ms. Sayat also reported that the budget revision more appropriately reflects the current administrative staff positions due to management transitions.
- 7. PROCUREMENT POLICY & CREDIT CARD POLICY- (ATTACHMENT-ACTION MAY BE TAKEN)**  
Jerry Estrada, General Manager, reviewed with the committee modifications to the agencies' Procurement Policy which enhances existing language pertaining to credit card use. The committee requested that staff include in the policy a notice of procedures to employees for reporting a credit card as lost/stolen as well as the time limit to submit receipts for purchases made with the credit card. Natasha Garduno, Executive Assistant, shared with the committee that research is currently being performed on account options available for MTD's company credit card which include user restrictions, transaction limits, and alert notifications.

The committee also requested that the Human Resources department handle termination of approved users of the company credit card upon ending employment with MTD.

**8. OTHER**

No other items were discussed.

**9. ADJOURNMENT**

Director Aceves moved to adjourn the meeting. Director Tabor seconded the motion. The motion passed unanimously.

## BOARD OF DIRECTORS REPORT

**MEETING DATE:** FEBRUARY 24, 2015      **AGENDA ITEM #:** 6

**TYPE:** INFORMATION

**PREPARED BY:** THAIS SAYAT

\_\_\_\_\_  
*Signature*

**REVIEWED BY:** GENERAL MANAGER

\_\_\_\_\_  
*GM Signature*

**SUBJECT:** FISCAL YEAR 2015-16 DRAFT OPERATING & CAPITAL BUDGET

### **DISCUSSION:**

Staff will update the Finance Committee on the Fiscal Year 2015-16 Draft Operating & Capital Budget.



***OPERATING & CAPITAL BUDGET***  
***FISCAL YEAR 2015-16***  
***Draft Budget***

***Santa Barbara Metropolitan Transit District***  
***550 Olive Street \* Santa Barbara, CA 93101***  
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***Submitted March 3, 2015***

**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**

**OPERATING & CAPITAL BUDGET  
FISCAL YEAR 2015-16**

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**OPERATING BUDGET SUMMARY  
FISCAL YEAR 2015-16**

Operating Budget	Draft Budget FY 2015-16	Revised Budget FY 2014-15	Change	Prior Year FY 2013-14
<u>Revenue</u>				
Passenger Fares	\$8,381,432	\$8,374,757	\$6,675	\$8,127,766
FTA Operating Assistance	4,943,999	4,943,999	0	4,943,999
Property Tax Revenue	965,000	965,000	0	985,328
Local Operating Assistance	515,138	76,091	439,047	93,848
Measure A	2,021,193	1,977,464	43,729	1,890,866
Non-Transportation Income	798,232	779,032	19,200	825,217
Sales Tax Revenue (TDA-LTF) CY	7,437,215	7,086,422	350,793	5,958,218
Unrestricted - Net Assets	218,152	0	0	0
Total Operating Revenue	\$25,280,361	\$24,202,765	\$859,444	\$22,825,242
<u>Expense</u>				
Route Operations	\$14,820,496	\$14,046,696	\$773,800	\$13,026,263
Vehicle Maintenance	5,896,968	5,868,993	27,975	5,692,760
Passenger Accommodations	1,650,483	1,526,171	124,312	1,350,017
General Overhead	2,912,414	2,760,905	151,509	2,756,203
OPEB Liability	0	0	0	0
Total Operating Expense	\$25,280,361	\$24,202,765	\$1,077,595	\$22,825,243
	FY 2015-16	FY 2014-15		
<u>Net Assets - Unrestricted</u>				
Beginning Balance	\$9,316,262	\$9,133,078		
Net Change from Operating Activities	(218,152)	183,184		
*Ending Balance	\$9,098,110	\$9,316,262		

(\*The ending balance for fiscal years 2015-16 does not reflect the year-end adjustment to account for Other Post-Employment Benefits (retiree health insurance). Governmental accounting standards require the District to book the actuarially derived estimate each year.

**OPERATING REVENUE DETAIL**  
**FISCAL YEAR 2015-16**

	Draft Budget FY 2015-16	Revised Budget FY 2014-15	Change	Prior Year FY 2013-14
<b>FAREBOX REVENUE</b>				
Cash Fares	\$2,703,558	\$2,676,522	\$27,036	\$2,708,564
Downtown-Waterfront Shuttle/My Ride	1,105,345	1,087,330	18,015	1,064,400
UCSB Contract Fares	947,093	947,093	0	938,874
SBCC Contract Fares	994,131	994,131	0	801,644
Amtrak Fares	0	0	0	0
Special Event Fares	77,294	77,294	0	114,692
Brooks Pass Program	2,542	2,542	0	5,730
Day Pass	5,378	5,378	0	4,136
Adult 10-Ride Pass	794,746	755,009	39,737	746,109
Youth 10-Ride Pass	401,644	381,562	20,082	413,542
Senior/Mobility 10-Ride Pass	110,386	111,490	(1,104)	111,613
Coastal Express - 10-Ride Pass	0	92,689	(92,689)	100,128
Adult 30-Day Pass	781,170	742,112	39,059	646,925
Youth 30-Day Pass	236,422	238,786	(2,364)	213,068
Senior/Mobility 30-Day Pass	221,722	223,939	(2,217)	216,422
Ventura CE - 30-Day Pass	0	38,880	(38,880)	41,919
<i>Subtotal</i>	<u>\$8,381,432</u>	<u>\$8,374,757</u>	<u>\$6,675</u>	<u>\$8,127,766</u>
<b>NON-TRANSPORTATION INCOME</b>				
Advertising on Buses	\$525,000	\$500,000	\$25,000	\$496,705
Interest on Investments	52,200	70,000	(17,800)	61,719
Overpass Lease & Misc. Revenue	221,032	209,032	12,000	266,793
<i>Subtotal</i>	<u>\$798,232</u>	<u>\$779,032</u>	<u>\$19,200</u>	<u>\$825,217</u>
<b>SUBSIDIES</b>				
TDA Sales Tax Revenue	\$7,437,215	\$7,086,422	\$350,793	\$5,958,218
(Unrestricted - Cash Reserves)	218,152	0	218,152	0
FTA Formula Assistance	4,943,999	4,943,999	0	4,943,999
Property Tax Revenue	965,000	965,000	0	985,328
Measure A	2,021,193	1,977,464	43,729	1,890,866
LOA	515,138	76,091	439,047	93,848
<i>Subtotal</i>	<u>\$16,100,697</u>	<u>\$15,048,976</u>	<u>\$1,051,721</u>	<u>\$13,872,259</u>
<i>Total Operating Revenue</i>	<u>\$25,280,361</u>	<u>\$24,202,765</u>	<u>\$1,077,596</u>	<u>\$22,825,242</u>



**OPERATING EXPENSE SUMMARY**  
**FISCAL YEAR 2015-16**

	Draft Budget FY 2015-16	Revised Budget FY 2014-15	Change	Prior Year FY 2013-14
<i>ROUTE OPERATIONS</i>				
Drivers	\$10,991,938	\$10,499,155	\$492,782	\$9,805,524
Dispatch & Supervision	568,443	551,316	17,126	514,492
Hiring & Training	362,027	355,176	6,851	297,460
Risk & Safety	2,077,578	2,010,538	67,040	1,784,519
Transportation Subsidies	820,511	630,511	190,000	624,268
<i>Subtotal</i>	<u>\$14,820,496</u>	<u>\$14,046,696</u>	<u>\$773,800</u>	<u>\$13,026,263</u>
<i>VEHICLE MAINTENANCE</i>				
Mechanics	\$1,222,076	\$1,190,224	\$31,852	\$1,069,605
Cleaners & Fuelers	788,008	762,737	25,271	764,566
Supervision	616,553	597,603	18,950	554,533
Vehicle Consumables	2,425,350	2,473,448	(48,098)	2,408,876
Bus Parts & Supplies	709,661	709,661	0	669,076
Vendor Services	82,500	82,500	0	55,974
Risk & Safety	52,820	52,820	0	170,130
<i>Subtotal</i>	<u>\$5,896,968</u>	<u>\$5,868,993</u>	<u>\$27,975</u>	<u>\$5,692,760</u>
<i>PASSENGER ACCOMMODATIONS</i>				
Passenger Facilities	\$627,305	\$603,838	\$23,467	\$624,129
Transit Development	391,804	376,454	15,350	331,650
Promotion & Information	276,285	256,763	19,522	131,482
Fare Revenue Collection	355,088	289,116	65,972	262,756
<i>Subtotal</i>	<u>\$1,650,483</u>	<u>\$1,526,171</u>	<u>\$124,312</u>	<u>\$1,350,017</u>
<i>GENERAL OVERHEAD</i>				
Finance	\$555,318	\$510,297	\$45,021	\$644,331
Personnel	122,380	66,392	55,988	106,741
Utilities & Communication	239,200	239,200	0	203,370
Operating Facilities	325,388	322,642	2,746	281,263
District Administration	1,670,128	1,622,374	47,755	1,520,498
<i>Subtotal</i>	<u>\$2,912,414</u>	<u>\$2,760,905</u>	<u>\$151,509</u>	<u>\$2,756,203</u>
<i>Total Operating Cost</i>	<u>\$25,280,361</u>	<u>\$24,202,765</u>	<u>\$1,077,595</u>	<u>\$22,825,243</u>

**ROUTE OPERATIONS DETAIL**  
**FISCAL YEAR 2015-16**

	Draft Budget <u>FY 2015-16</u>	Revised Budget <u>FY 2014-15</u>	Change	Prior Year FY 2013-14
<b>DRIVERS</b>				
Scheduled	\$6,335,908	\$6,058,748	\$277,160	\$5,798,772
Scheduled Overtime	293,687	281,909	11,778	271,073
Unscheduled Pay	195,817	189,637	6,181	198,205
Driver Lite Duty	26,079	25,224	854	0
FICA	593,190	571,953	21,237	536,294
Pension	917,219	851,181	66,038	831,267
Health	1,651,583	1,523,688	127,895	1,279,715
Sick Pay	133,191	148,154	(14,963)	142,567
Vacation Pay	496,589	499,988	(3,398)	448,311
Holiday Pay	253,344	253,344	0	222,304
Other Paid Leave	19,507	19,507	0	22,490
Unemployment Insurance	40,824	40,824	0	36,080
Uniforms	35,000	35,000	0	18,446
<i>Drivers Subtotal</i>	<u>\$10,991,938</u>	<u>\$10,499,155</u>	<u>\$492,782</u>	<u>\$9,805,524</u>
<b>DISPATCH &amp; SUPERVISION</b>				
Supervisors	\$158,356	\$156,016	\$2,340	\$158,979
Staff	163,249	160,048	3,201	154,651
FICA	31,566	31,030	536	28,054
Pension	37,106	35,744	1,362	36,489
Health	85,619	77,392	8,227	69,448
Sick Pay	8,679	8,616	63	12,534
Vacation Pay	33,237	32,629	607	25,585
Holiday Pay	15,634	15,360	274	12,781
Other Paid Leave	33,472	32,956	516	14,900
Unemployment Insurance	1,525	1,525	0	1,071
<i>Dispatch &amp; Supervision Subtotal</i>	<u>\$568,443</u>	<u>\$551,316</u>	<u>\$17,126</u>	<u>\$514,492</u>
<b>HIRING &amp; TRAINING</b>				
Staff	\$37,221	\$36,492	\$730	\$36,172
Student Drivers	51,712	51,494	217	56,354
Existing Drivers/Supers	174,151	171,773	2,378	117,618
FICA	21,060	20,792	268	12,446
Pension	10,754	10,171	583	12,880
Health	23,973	21,480	2,493	17,233
Sick Pay	1,765	1,761	4	4,862
Vacation Pay	5,368	5,274	94	7,894
Holiday Pay	4,155	4,086	69	4,728
Other Paid Leave	923	907	16	472
Unemployment Insurance	546	546	0	357
Medical Exams & License Fees	22,000	22,000	0	23,167
Employment Advertising	400	400	0	0
Training, Travel & Meetings	8,000	8,000	0	3,277
<i>Hiring &amp; Training Subtotal</i>	<u>\$362,027</u>	<u>\$355,176</u>	<u>\$6,851</u>	<u>\$297,460</u>
<b>RISK &amp; SAFETY</b>				
<b>Wages &amp; Benefits</b>				

**ROUTE OPERATIONS DETAIL**  
**FISCAL YEAR 2015-16**

	Draft Budget <u>FY 2015-16</u>	Revised Budget <u>FY 2014-15</u>	<u>Change</u>	<u>Prior Year FY 2013-14</u>
Staff	\$74,856	\$44,076	\$30,780	\$65,313
Supervisors	292,938	288,609	4,329	255,705
Driver Accident Pay	1,755	1,698	57	1,821
FICA	32,174	28,978	3,196	27,173
Pension	40,781	35,576	5,205	35,026
Health	76,435	59,632	16,803	53,748
Sick Pay	5,254	4,536	718	12,808
Vacation Pay	27,117	24,882	2,235	26,735
Holiday Pay	14,963	12,483	2,480	10,481
Other Paid Leave	3,694	2,510	1,184	12,308
Unemployment Insurance	1,488	1,488	0	952
Wages & Benefits Subtotal	<u>\$571,454</u>	<u>\$504,467</u>	<u>\$66,988</u>	<u>\$502,070</u>
<b>Public Liability</b>				
Professional Services	\$157,689	\$157,689	\$0	\$82,295
Insurance	270,760	270,760	0	250,778
Current Year Incident Payouts	30,000	30,000	0	34,499
Current Year Incident Reserves	30,000	30,000	0	16,550
Prior Years Incident Payouts	50,000	50,000	0	41,501
Change in Prior Years Reserves	(50,000)	(50,000)	0	(16,195)
Public Liability Subtotal	<u>\$488,449</u>	<u>\$488,449</u>	<u>\$0</u>	<u>\$409,428</u>
<b>Workers' Compensation</b>				
Professional Services	\$198,938	\$198,938	\$0	\$178,811
Insurance	69,825	69,825	0	70,764
Current Year Incident Payouts	150,000	150,000	0	115,655
Current Year Incident Reserves	250,000	250,000	0	322,997
Prior Years Incident Payouts	375,000	375,000	0	204,551
Change in Prior Years Reserves	(51,619)	(51,619)	0	(48,383)
Miscellaneous Risk & Safety	25,531	25,479	52	28,626
Workers' Compensation Subtotal	<u>\$1,017,674</u>	<u>\$1,017,622</u>	<u>\$52</u>	<u>\$873,021</u>
<i>Risk &amp; Safety Subtotal</i>	<u>\$2,077,578</u>	<u>\$2,010,538</u>	<u>\$67,040</u>	<u>\$1,784,519</u>
<b>TRANSPORTATION SUBSIDIES</b>				
Dial-a-Ride (Easy Lift)	\$820,511	\$630,511	\$190,000	\$624,268
Transportation Subsidies Subtotal	<u>\$820,511</u>	<u>\$630,511</u>	<u>\$190,000</u>	<u>\$624,268</u>
<b>TOTAL ROUTE OPERATIONS</b>	<u><u>\$14,820,496</u></u>	<u><u>\$14,046,696</u></u>	<u><u>\$773,800</u></u>	<u><u>\$13,026,263</u></u>

**VEHICLE MAINTENANCE DETAIL**  
**FISCAL YEAR 2015-16**

	Draft Budget <u>FY 2015-16</u>	Revised Budget <u>FY 2014-15</u>	<u>Change</u>	<u>Prior Year FY 2013-14</u>
<b>MECHANICS</b>				
Mechanics	\$705,731	\$695,343	\$10,388	\$661,621
Less Mechanic Labor Capitalization	(29,749)	(29,310)	(440)	(13,351)
Mechanics-OT	25,745	25,364	380	19,293
FICA	68,844	67,863	981	59,166
Pension	91,229	84,737	6,491	82,399
Health	161,980	149,982	11,999	118,705
Sick Pay	19,534	19,534	0	20,406
Vacation Pay	114,269	112,729	1,540	66,596
Holiday Pay	33,157	32,667	490	28,290
Other Paid Leave	1,487	1,465	22	1,816
Unemployment Insurance	3,549	3,549	0	3,094
Uniforms	12,000	12,000	0	12,815
Tool Allowance	14,300	14,300	0	8,755
<b>Mechanics Subtotal</b>	<u>\$1,222,076</u>	<u>\$1,190,224</u>	<u>\$31,852</u>	<u>\$1,069,605</u>
<b>CLEANERS &amp; FUELERS</b>				
Service Workers	\$437,870	\$431,426	\$6,444	\$432,155
FICA	37,146	36,680	466	36,767
Pension	71,410	66,035	5,376	70,133
Health	161,980	149,982	11,999	136,101
Sick Pay	9,289	9,137	152	10,374
Vacation Pay	31,015	30,557	458	46,767
Holiday Pay	23,459	23,112	347	18,023
Other Paid Leave	1,934	1,905	29	460
Unemployment Insurance	3,577	3,577	0	2,856
Uniforms	7,098	7,098	0	6,606
Medical Exams & License Fees	3,230	3,230	0	4,324
<b>Cleaners &amp; Fuelers Subtotal</b>	<u>\$788,008</u>	<u>\$762,737</u>	<u>\$25,271</u>	<u>\$764,566</u>
<b>SUPERVISION</b>				
Staff	\$351,206	\$347,111	\$4,095	\$321,283
FICA	30,463	30,276	187	28,762
Pension	39,821	39,576	245	37,695
Health	137,690	121,621	16,069	103,721
Sick Pay	4,213	4,181	31	12,218
Vacation Pay	23,664	25,451	(1,786)	27,822
Holiday Pay	15,109	15,018	91	14,271
Other Paid Leave	3,022	3,004	18	2,845
Unemployment Insurance	1,365	1,365	0	1,190

**VEHICLE MAINTENANCE DETAIL**  
**FISCAL YEAR 2015-16**

	Draft Budget FY 2015-16	Revised Budget FY 2014-15	Change	Prior Year FY 2013-14
Training, Travel & Meetings	10,000	10,000	0	4,726
<i>Supervision Subtotal</i>	<u>\$616,553</u>	<u>\$597,603</u>	<u>\$18,950</u>	<u>\$554,533</u>
<b>VEHICLE CONSUMABLES</b>				
Fuel & Lubricants	\$2,178,177	\$2,226,275	(\$48,098)	\$2,169,464
Electric Vehicle Power	90,000	90,000	0	81,593
Tire Lease	147,173	147,173	0	149,126
Tire Mounting	10,000	10,000	0	8,693
<i>Vehicle Consumables Subtotal</i>	<u>\$2,425,350</u>	<u>\$2,473,448</u>	<u>(\$48,098)</u>	<u>\$2,408,876</u>
<b>VEHICLE PARTS &amp; SUPPLIES</b>				
Bus Parts Issued	\$619,661	\$619,661	\$0	\$595,198
Shop Supplies	60,000	60,000	0	61,195
Bus Servicing Supplies	20,000	20,000	0	9,416
Hazmat Disposal & Compliance	10,000	10,000	0	3,267
<i>Vehicle Part &amp; Supplies Subtotal</i>	<u>\$709,661</u>	<u>\$709,661</u>	<u>\$0</u>	<u>\$669,076</u>
<b>VENDOR BUS REPAIRS</b>				
Vandalism Repairs	\$45,000	\$45,000	\$0	\$24,713
Accident Damage Repairs	7,500	7,500	0	605
Accident Claim Collections	(5,000)	(5,000)	0	(9,058)
Other Vendor Repairs	35,000	35,000	0	39,714
<i>Vendor Bus Repairs Subtotal</i>	<u>\$82,500</u>	<u>\$82,500</u>	<u>\$0</u>	<u>\$55,974</u>
<b>RISK &amp; SAFETY</b>				
Workers' Comp Services	\$10,470	\$10,470	\$0	\$8,319
Workers' Comp Insurance	7,350	7,350	0	3,724
Current Year Incident Payouts	10,000	10,000	0	982
Current Year Incident Reserves	25,000	25,000	0	180,188
Prior Years Incident Payouts	25,000	25,000	0	5,719
Change in Prior Years Reserves	(25,000)	(25,000)	0	(28,802)
<i>Risk &amp; Safety Subtotal</i>	<u>\$52,820</u>	<u>\$52,820</u>	<u>\$0</u>	<u>\$170,130</u>
<b>TOTAL VEHICLE MAINTENANCE</b>	<u><u>\$5,896,968</u></u>	<u><u>\$5,868,993</u></u>	<u><u>\$27,975</u></u>	<u><u>\$5,692,760</u></u>

**PASSENGER ACCOMMODATIONS DETAIL**  
**FISCAL YEAR 2015-16**

	Draft Budget <u>FY 2015-16</u>	Revised Budget <u>FY 2014-15</u>	Change	Prior Year FY 2013-14
<b>PASSENGER FACILITIES</b>				
<b>Wages &amp; Benefits</b>				
Supervisors	\$182,836	\$180,134	\$2,702	\$185,661
TC Advisors	104,606	102,428	2,179	106,779
Staff	39,263	38,373	890	42,471
FICA	28,108	27,622	486	29,171
Pension	26,315	25,200	1,115	26,308
Health	130,183	114,663	15,520	112,249
Sick Pay	4,164	4,127	37	5,920
Vacation Pay	19,866	19,572	295	25,440
Holiday Pay	14,369	14,157	212	12,990
Other Paid Leave	2,318	2,284	34	2,046
Unemployment Insurance	2,194	2,194	0	1,916
<b>Wages &amp; Benefits Subtotal</b>	<b>\$554,222</b>	<b>\$530,755</b>	<b>\$23,467</b>	<b>\$550,951</b>
<b>Buildings &amp; Grounds</b>				
TC Contract Maintenance	\$47,720	\$47,720	\$0	\$49,661
TC Repairs/Supplies	10,000	10,000	0	7,952
Bus Stop Repairs/Supplies	10,000	10,000	0	13,675
TC Property Insurance	5,363	5,363	0	1,890
<b>Buildings &amp; Grounds Subtotal</b>	<b>\$73,083</b>	<b>\$73,083</b>	<b>\$0</b>	<b>\$73,178</b>
<b>Passenger Facilities Subtotal</b>	<b>\$627,305</b>	<b>\$603,838</b>	<b>\$23,467</b>	<b>\$624,129</b>
<b>TRANSIT DEVELOPMENT</b>				
Staff	\$221,566	\$217,163	\$4,403	\$213,598
FICA	19,220	18,839	381	18,429
Pension	25,125	24,626	499	22,790
Health	69,297	59,812	9,485	42,513
Sick Pay	5,668	5,616	52	3,484
Vacation Pay	14,451	14,167	283	15,109
Holiday Pay	9,663	9,474	189	9,161
Other Paid Leave	2,899	2,842	57	1,996
Unemployment Insurance	915	915	0	785
Training, Travel & Meetings	5,000	5,000	0	2,950
Planning Services & Supplies	18,000	18,000	0	835
<b>Transit Development Subtotal</b>	<b>\$391,804</b>	<b>\$376,454</b>	<b>\$15,350</b>	<b>\$331,650</b>
<b>PROMOTION &amp; INFORMATION</b>				
<b>Wages &amp; Benefits</b>				
Staff	\$86,664	\$81,729	\$4,935	\$41,961
FICA	8,140	7,111	1,029	3,648

**PASSENGER ACCOMMODATIONS DETAIL**  
**FISCAL YEAR 2015-16**

	Draft Budget <u>FY 2015-16</u>	Revised Budget <u>FY 2014-15</u>	Change	Prior Year FY 2013-14
Pension	10,641	9,295	1,346	4,769
Health	24,394	20,907	3,487	6,206
Sick Pay	1,421	1,368	53	667
Vacation Pay	10,673	6,357	4,316	2,664
Holiday Pay	6,919	3,597	3,322	1,780
Other Paid Leave	1,730	899	831	837
Unemployment Insurance	505	300	205	155
Wages & Benefits Subtotal	<u>\$151,085</u>	<u>\$131,563</u>	<u>\$19,522</u>	<u>\$62,687</u>
Outside Services				
Media Ad Placement	5,000	5,000	0	2,852
Brochures & Publications	5,000	5,000	0	577
Promotional Giveaways	5,000	5,000	0	1,040
Bus/Shuttle Decorations	2,500	2,500	0	0
Other Promotions	5,000	5,000	0	5,683
Route Schedules & Information	101,700	101,700	0	58,714
Training, Travel & Meetings	1,000	1,000	0	(71)
Outside Services Subtotal	<u>\$125,200</u>	<u>\$125,200</u>	<u>\$0</u>	<u>\$68,795</u>
<i>Promotion &amp; Information Subtotal</i>	<u>\$276,285</u>	<u>\$256,763</u>	<u>\$19,522</u>	<u>\$131,482</u>
<b>FARE REVENUE COLLECTION</b>				
Wages & Benefits				
Security Officer	\$104,220	\$102,152	\$2,068	\$104,739
FICA	9,328	9,144	183	8,963
Pension	12,193	11,953	240	11,298
Health	61,093	52,940	8,153	49,069
Sick Pay	3,219	3,175	44	1,897
Vacation Pay	7,834	7,680	154	8,717
Holiday Pay	4,438	4,350	87	4,178
Other Paid Leave	2,219	2,175	44	2,420
Unemployment Insurance	546	546	0	476
Wages & Benefits Subtotal	<u>\$205,088</u>	<u>\$194,116</u>	<u>\$10,972</u>	<u>\$191,757</u>
Outside Services				
Fare Processing	\$75,000	\$20,000	\$55,000	\$10,596
Farebox Parts & Repairs	45,000	45,000	0	36,902
Tickets, Tokens & Transfers	30,000	30,000	0	23,501
Outside Services Subtotal	<u>\$150,000</u>	<u>\$95,000</u>	<u>\$55,000</u>	<u>\$70,999</u>
<i>Fare Revenue Collection Subtotal</i>	<u>\$355,088</u>	<u>\$289,116</u>	<u>\$65,972</u>	<u>\$262,756</u>
<b>TOTAL PSNGR ACCOMMODATIONS</b>	<u><u>\$1,650,483</u></u>	<u><u>\$1,526,171</u></u>	<u><u>\$124,312</u></u>	<u><u>\$1,350,017</u></u>

**GENERAL OVERHEAD DETAIL**  
**FISCAL YEAR 2015-16**

	Draft Budget FY 2015-16	Revised Budget FY 2014-15	Change	Prior Year FY 2013-14
<b>FINANCE</b>				
Staff	\$284,341	\$283,887	\$454	\$357,089
FICA	25,318	24,425	893	30,885
Pension	33,096	31,928	1,168	39,327
Health	89,774	84,493	5,281	82,526
Sick Pay	6,815	5,650	1,165	15,026
Vacation Pay	23,414	20,135	3,279	29,806
Holiday Pay	13,407	7,859	5,548	14,877
Other Paid Leave	2,979	1,746	1,233	3,264
Unemployment Insurance	1,174	1,174	0	1,331
Financial Audit Services	75,000	49,000	26,000	70,200
<b>Finance Subtotal</b>	<b>\$555,318</b>	<b>\$510,297</b>	<b>\$45,021</b>	<b>\$644,331</b>
<b>PERSONNEL</b>				
Staff	\$75,416	\$44,232	\$31,183	\$65,314
FICA	6,360	3,545	2,814	5,961
Pension	8,313	4,634	3,679	8,525
Health	21,097	8,582	12,516	15,922
Sick Pay	1,219	701	519	1,630
Vacation Pay	5,226	3,314	1,911	5,635
Holiday Pay	3,197	891	2,306	2,767
Other Paid Leave	1,279	356	922	749
Unemployment Insurance	273	137	137	238
<b>Personnel Subtotal</b>	<b>\$122,380</b>	<b>\$66,392</b>	<b>\$55,988</b>	<b>\$106,741</b>
<b>UTILITIES</b>				
Telephone & Data Communications	\$46,000	\$46,000	\$0	\$39,973
Power, Water & Refuse	174,000	174,000	0	148,037
Two-Way Radios	19,200	19,200	0	15,360
<b>Utilities Subtotal</b>	<b>\$239,200</b>	<b>\$239,200</b>	<b>\$0</b>	<b>\$203,370</b>
<b>OPERATING FACILITIES</b>				
<b>Wages &amp; Benefits</b>				
Staff	\$54,861	\$53,766	\$1,094	\$49,867
FICA	4,730	4,636	94	4,267
Pension	6,183	6,060	123	5,441
Health	11,649	10,346	1,303	8,403
Sick Pay	844	834	11	1,307
Vacation Pay	3,532	3,462	70	3,848
Holiday Pay	2,354	2,308	47	2,002
Other Paid Leave	235	231	5	0
Unemployment Insurance	273	273	0	238
<b>Wages &amp; Benefits Subtotal</b>	<b>\$84,660</b>	<b>\$81,915</b>	<b>\$2,746</b>	<b>\$75,373</b>
<b>OPERATING FACILITIES (cont'd)</b>				
<b>Service Vehicles</b>				
Parts & Repairs	\$12,000	\$12,000	\$0	\$10,692
Fuel	60,000	60,000	0	57,026



**GENERAL OVERHEAD DETAIL**  
**FISCAL YEAR 2015-16**

	Draft Budget FY 2015-16	Revised Budget FY 2014-15	Change	Prior Year FY 2013-14
Service Vehicles Subtotal	\$72,000	\$72,000	\$0	\$67,718
Buildings & Grounds				
Contract Maintenance	\$74,960	\$74,960	\$0	\$73,986
Overpass Site	7,500	7,500	0	8,696
B&G Repairs/Supplies	38,000	38,000	0	36,702
Property Insurance	48,267	48,267	0	18,788
Buildings & Grounds Subtotal	<u>\$168,727</u>	<u>\$168,727</u>	<u>\$0</u>	<u>\$138,172</u>
<i>Operating Facilities Subtotal</i>	<u>\$325,388</u>	<u>\$322,642</u>	<u>\$2,746</u>	<u>\$281,263</u>
<b>DISTRICT ADMINISTRATION</b>				
Wages & Benefits				
Staff	\$562,731	\$474,016	\$88,715	\$441,033
Bus Ad Revenue Placement	8,701	8,572	129	8,962
FICA	49,358	40,487	8,871	36,812
Pension	64,520	52,924	11,596	52,611
Health	186,068	122,906	63,162	96,331
Sick Pay	10,340	66,288	(55,948)	14,876
Vacation Pay	42,493	52,562	(10,069)	40,357
Holiday Pay	22,800	14,245	8,555	19,560
Other Paid Leave	6,840	4,274	2,566	8,496
Unemployment Insurance	2,034	1,856	177	1,558
Wages & Benefits Subtotal	\$955,884	\$838,129	\$117,755	\$720,596
Administrative Services				
Directors Fees	\$12,600	\$12,600	\$0	\$10,920
Public Officials Insurance	33,864	33,864	0	27,805
Legal Counsel	135,000	135,000	0	120,079
Pension Administration	20,000	20,000	0	7,298
Office Equipment Maintenance	132,948	132,948	0	132,622
Miscellaneous Services	74,098	144,098	(70,000)	76,617
Office & Computer Supplies	49,511	49,511	0	44,293
Dues & Subscriptions	43,665	43,665	0	42,907
Conferences, Meetings & Training	10,000	10,000	0	10,206
Employee Relations	16,000	16,000	0	17,425
Retiree Health Insurance	88,372	88,372	0	207,974
Mandated Fees & Permits	38,550	38,550	0	32,072
Bus Ad Revenue Program	1,500	1,500	0	106
Miscellaneous	58,136	58,136	0	69,578
Administrative Services Subtotal	<u>\$714,244</u>	<u>\$784,244</u>	<u>(\$70,000)</u>	<u>\$799,902</u>
<i>District Administration Subtotal</i>	<u>\$1,670,128</u>	<u>\$1,622,374</u>	<u>\$47,755</u>	<u>\$1,520,498</u>
<b>TOTAL GENERAL OVERHEAD</b>	<u><u>\$2,912,414</u></u>	<u><u>\$2,760,905</u></u>	<u><u>\$151,509</u></u>	<u><u>\$2,756,203</u></u>

**CAPITAL BUDGET  
FUNDING SUMMARY  
FISCAL YEAR 2015-16**

	<u>Draft Budget FY 2015-16</u>	<u>Revised Budget FY 2014-15</u>
<b><u>Revenue</u></b>		
<b>Dedicated Source(s):</b>		
<u>TDA-State Transit Assistance (TDA - STA)</u>		
Current Year - Allocation	\$1,809,500	\$1,713,738
Prior Year(s) - Allocation	4,008,987	5,645,113
	<u>\$5,818,487</u>	<u>\$7,358,851</u>
<u>Measure A Transit Capital - Sales Tax Revenue</u>		
Current Year - Allocation	\$907,560	\$861,060
Prior Year(s) - Allocation	580,108	1,343,519
	<u>\$1,487,668</u>	<u>\$2,204,579</u>
<i>sub total:</i>	<u>\$7,306,155</u>	<u>\$9,563,430</u>
<b>Grants:</b>		
<u>Proposition 1B - Bond Proceeds</u>		
PTMISEA	\$2,181,775	\$2,570,858
Transit Security - OHS	245,818	506,735
	<u>\$2,427,593</u>	<u>\$3,077,593</u>
<u>Local Capital Assistance</u>		
Local Grants	\$0	\$0
<u>Federal Capital - Grants</u>		
Federal Grants	\$2,796,554	\$2,796,554
<i>sub total:</i>	<u>\$5,224,147</u>	<u>\$5,874,147</u>
<b>Total Capital Revenue</b>	<b><u>\$12,530,302</u></b>	<b><u>\$15,437,577</u></b>
<b><u>Expense - Projects</u></b>		
Buses	\$5,641,475	\$7,912,250
Bus Rehab	1,166,000	1,119,500
Fixed Facilities	1,925,000	1,900,000
Radios & Fareboxes	75,000	75,000
Bus Stops	501,990	501,990
Shop Equipment	60,000	88,000
Management Info Systems	50,000	80,000
Intelligent Transportation Systems	3,085,837	3,735,837
Office Furniture & Equipment	25,000	25,000
	<u>\$12,530,302</u>	<u>\$15,437,577</u>
<b>Total Capital Projects</b>	<b><u>\$12,530,302</u></b>	<b><u>\$15,437,577</u></b>

**Capital Budget**  
**FISCAL YEAR 2015-16**

	Draft Budget FY 2015-16	Revised Budget FY 2014-15	New Funding Allocation	Carry-over Funding Allocation
<b>REVENUE VEHICLE PURCHASES</b>				
40' Diesel Buses (5)	\$2,266,475	\$2,266,475	\$0	\$2,266,475
60' Articulated Buses (3) (\$756,925)	0	2,270,775	0	0
EV Shuttles (9) (\$375,000)	3,375,000	3,375,000	0	3,375,000
Subtotal	<u>\$5,641,475</u>	<u>\$7,912,250</u>	<u>\$0</u>	<u>\$5,641,475</u>
<b>REVENUE VEHICLE IMPROVEMENTS</b>				
Diesel Fleet Drivetrains	\$600,000	\$564,500	\$600,000	\$0
EV Drivetrain/Battery Chargers etc	75,000	64,000	75,000	0
Lithium Battery Project	491,000	491,000	0	491,000
Subtotal	<u>\$1,166,000</u>	<u>\$1,119,500</u>	<u>\$675,000</u>	<u>\$491,000</u>
<b>OFFICE FURNITURE &amp; EQUIPMENT</b>				
Office Furniture Allowance	\$25,000	\$25,000	\$25,000	\$0
Subtotal	<u>\$25,000</u>	<u>\$25,000</u>	<u>\$25,000</u>	<u>\$0</u>
<b>MANAGEMENT INFORMATION SYSTEMS</b>				
Software Programming	\$20,000	\$50,000	\$20,000	\$0
PC Hardware/ IT Infrastructure Upgrades	30,000	30,000	30,000	0
Subtotal	<u>\$50,000</u>	<u>\$80,000</u>	<u>\$50,000</u>	<u>\$0</u>
<b>INTELLIGENT TRANSPORTATION SYSTEMS</b>				
AVL Radio System	\$2,577,635	\$3,227,635	\$0	\$2,577,635
Security Cameras on Bus	508,202	508,202	0	508,202
Subtotal	<u>\$3,085,837</u>	<u>\$3,735,837</u>	<u>\$0</u>	<u>\$3,085,837</u>
<b>SERVICE VEHICLES</b>				
Service Vehicle Replacements	\$0	\$0	\$0	\$0
Subtotal	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>BUS STOP EQUIPMENT</b>				
Superstops	\$251,990	\$251,990	\$0	\$251,990
Bus Stop Upgrades	250,000	250,000	50,000	200,000
Subtotal	<u>\$501,990</u>	<u>\$501,990</u>	<u>\$50,000</u>	<u>\$451,990</u>
<b>FIXED FACILITIES</b>				
T1 Fixed Facilities	\$375,000	\$350,000	\$25,000	\$350,000
Security Improvements T1	0	0	0	0
TC Expansion Project	1,550,000	1,550,000	0	1,550,000
TC Fixed Facilities	0	0	0	0
WIP - Calle Real Development	0	0	0	0
Subtotal	<u>\$1,925,000</u>	<u>\$1,900,000</u>	<u>\$25,000</u>	<u>\$1,900,000</u>
<b>FAREBOXES &amp; RADIOS</b>				
Fare Collection & Radio Allowance	\$75,000	\$75,000	\$75,000	\$0
Subtotal	<u>\$75,000</u>	<u>\$75,000</u>	<u>\$75,000</u>	<u>\$0</u>
<b>SHOP EQUIPMENT</b>				
Shop Equipment Allowance	\$60,000	\$88,000	\$60,000	\$0
Subtotal	<u>\$60,000</u>	<u>\$88,000</u>	<u>\$60,000</u>	<u>\$0</u>
<b>Total Capital Projects</b>	<u><u>\$12,530,302</u></u>	<u><u>\$15,437,577</u></u>	<u><u>\$960,000</u></u>	<u><u>\$11,570,302</u></u>

# OPERATING & CAPITAL BUDGET

## Financial Forecast

	Draft		Projected	
	Budget	Growth	Budget	Growth
	FY 2015-16	Rate	FY 2016-17	Rate
			FY 2017-18	FY 2018-19
				FY 2019-20
<b>OPERATING REVENUE</b>				
Passenger Fares	\$8,381,432	1.0%	\$8,465,246	1.0%
FTA Operating Assistance	4,943,999	0.0%	4,943,999	0.0%
Property Tax Revenue	965,000	3.0%	993,950	1.0%
Local Operating Assistance	515,138	1.0%	520,290	1.0%
Measure A	2,021,193	-1.0%	2,000,981	2.0%
Non-Transportation Income	798,232	2.0%	814,197	2.0%
Sales Tax Revenue (TDA - LTF) CY	7,437,215	3.0%	7,660,331	3.0%
Net Assets - Unrestricted	218,152		713,345	
<b>Total Operating Revenue</b>	<b>\$25,280,361</b>		<b>\$26,112,339</b>	<b>\$27,048,234</b>
<b>OPERATING EXPENSE</b>				
Route Operations	\$14,820,496		\$15,294,843	\$16,307,553
Vehicle Maintenance	3,718,791		3,858,140	4,157,051
(Fuel Costs)	2,178,177		2,221,740	2,379,484
Passenger Accommodations	1,650,483		1,709,256	1,835,765
General Overhead	2,912,414		3,028,359	3,278,388
<b>Total Operating Expense</b>	<b>\$25,280,361</b>		<b>\$26,112,339</b>	<b>\$27,958,241</b>
<b>Net Position - Unrestricted</b>				
Beginning Balance	\$9,316,262		\$8,892,110	\$4,481,194
Projected: Net Gain/Loss from Activities	(218,152)		(713,345)	(1,778,412)
*Post-Retirement Benefits - Retiree Health Care	(206,000)		(212,180)	(225,102)
Ending Balance	\$8,892,110		\$7,966,585	\$1,851,935