



AGENDA

MEETING OF THE
FINANCE COMMITTEE
OF THE
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A PUBLIC AGENCY
TUESDAY, MARCH 1, 2016
10:00 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**
Dave Tabor, Committee Chair
Roger Aceves, Director
Bill Shelor, 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 18, 2016.
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. **DRAFT FISCAL YEAR 2016-17 OPERATING & CAPITAL BUDGET - (ATTACHMENT- ACTION MAY BE TAKEN)**
Staff is recommending that the Finance Committee authorize forwarding the draft Fiscal Year 2016-17 Operating & Capital Budget to the full board for its consideration.
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
THURSDAY, FEBRUARY 18, 2016
8:30 A.M.
SANTA BARBARA MTD AUDITORIUM
550 OLIVE STREET, SANTA BARBARA, CA 93101

1. **CALL TO ORDER**
Chair Tabor called the meeting to order at 8:30 a.m.
2. **ROLL CALL OF THE FINANCE COMMITTEE**
Chair Tabor reported all members were present.
3. **REPORT REGARDING POSTING OF THE AGENDA**
Lilly Gomez, Administrative Assistant, reported that the agenda was posted on Friday February 12, 2016 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 Aceves moved to waive the reading of and approve the draft minutes for the meeting of January 19, 2015. Director Shelor seconded the motion. The motion passed unanimously.
5. **PUBLIC COMMENT**
None was made.
6. **FISCAL YEAR 2015-16 BUDGET REVISION - (ATTACHMENT-ACTION MAY BE TAKEN)**
The Finance Committee authorized forwarding the draft Fiscal Year 2015-16 budget revision to the full board for its consideration.
7. **OTHER**
No other items were discussed.
8. **ADJOURNMENT**
Director Aceves moved to adjourn the meeting at 9:45 a.m. Director Shelor seconded the motion. The motion passed unanimously.

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.

BOARD OF DIRECTORS REPORT

MEETING DATE: March 1, 2016

AGENDA ITEM #: 6

TYPE: Action

PREPARED BY: Brad Davis

Signature

REVIEWED BY: General Manager

GM Signature

SUBJECT: Draft Fiscal Year 2016-17 Operating & Capital Budget

RECOMMEDATION:

Staff is recommending that the Finance Committee authorize forwarding the draft Fiscal Year 2016-17 Operating & Capital Budget to the full board for its consideration.

DISCUSSION:

Attached is the draft Fiscal Year 2016-17 Operating & Capital Budget for review by the Finance Committee. The revisions and basis thereof will be presented to the Committee. If acceptable to the Committee, staff is requesting authorization to forward the draft Fiscal Year 2016-17 Operating & Capital Budget to the full Board for its consideration.



OPERATING & CAPITAL BUDGET
FISCAL YEAR 2016-17
Draft Budget

Santa Barbara Metropolitan Transit District
550 Olive Street * Santa Barbara, CA 93101
Telephone (805) 963-3364 * FAX (805) 963-3365

March 1, 2016

**OPERATING & CAPITAL BUDGET
FISCAL YEAR 2016-17**

Draft Budget
March 1, 2016

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**OPERATING BUDGET SUMMARY
FISCAL YEAR 2016-17**

Operating Budget	Draft Budget <u>FY 2016-17</u>	Budget <u>FY 2015-16</u>	<u>Change</u>	Prior Year <u>FY 2014-15</u>
<u>Revenue</u>				
Passenger Fares	\$7,474,277	\$7,695,634	(\$221,357)	\$8,275,150
FTA Operating Assistance	4,981,529	4,943,999	37,530	4,914,363
Property Tax Revenue	975,000	975,000	0	1,028,132
Local Operating Assistance	1,339,522	446,317	893,205	116,288
Measure A	2,014,368	2,021,193	(6,825)	1,972,107
Non-Transportation Income	787,710	787,710	0	781,639
Sales Tax Revenue (TDA-LTF) CY	7,611,094	7,321,681	289,413	7,269,606
Unrestricted Net Assets	<u>482,360</u>	<u>209,615</u>	<u>272,745</u>	<u>(1,103,957)</u>
Total Operating Revenue	\$25,665,860	\$24,401,149	\$1,264,712	\$23,253,328
<u>Expense</u>				
Route Operations	\$15,561,095	\$14,435,306	\$1,125,789	\$13,510,762
Vehicle Maintenance	5,242,230	5,284,711	(42,482)	5,492,875
Passenger Accommodations	1,889,761	1,703,769	185,991	1,502,498
General Overhead	<u>2,972,775</u>	<u>2,977,362</u>	<u>(4,587)</u>	<u>2,747,193</u>
Total Operating Expense	\$25,665,860	\$24,401,149	\$1,264,712	\$23,253,328
	FY 2016-17	FY 2015-16		
<u>Unrestricted Net Position</u>				
Beginning Balance	\$10,084,002	\$10,293,617		
Net Change from Operating Activities	<u>(482,360)</u>	<u>(209,615)</u>		
Ending Balance *	<u>\$9,601,642</u>	<u>\$10,084,002</u>		

* Ending balance does not reflect any 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 2016-17

	Draft Budget FY 2016-17	Budget FY 2015-16	Change	Prior Year FY 2014-15
<i>FAREBOX REVENUE</i>				
Cash Fares	\$2,371,667	\$2,470,486	(\$98,819)	\$2,607,715
Downtown-Waterfront Shuttle/My Ride	1,105,345	1,105,345	0	1,089,962
UCSB Contract Fares	1,008,099	985,040	23,059	975,677
SBCC Contract Fares	917,130	931,386	(14,256)	966,051
Special Event Fares	77,294	77,294	0	93,336
Brooks Pass Program	0	0	0	1,612
Day Pass	5,280	5,280	0	4,920
Adult 10-Ride Pass	625,222	675,916	(50,694)	746,104
Youth 10-Ride Pass	373,602	383,182	(9,580)	407,426
Senior/Mobility 10-Ride Pass	110,792	110,792	0	108,945
Coastal Express - 10-Ride Pass	0	(7,361)	7,361	85,598
Adult 30-Day Pass	521,921	593,092	(71,171)	703,798
Youth 30-Day Pass	137,716	162,978	(25,262)	232,070
Senior/Mobility 30-Day Pass	220,208	220,208	0	221,645
Ventura CE - 30-Day Pass	0	(18,004)	18,004	30,291
<i>Subtotal</i>	<u>\$7,474,277</u>	<u>\$7,695,634</u>	<u>(\$221,357)</u>	<u>\$8,275,150</u>
<i>NON-TRANSPORTATION INCOME</i>				
Advertising on Buses	\$525,000	\$525,000	\$0	\$532,773
Interest on Investments	42,580	42,580	0	39,876
Overpass Lease & Misc. Revenue	220,130	220,130	0	208,990
<i>Subtotal</i>	<u>\$787,710</u>	<u>\$787,710</u>	<u>\$0</u>	<u>\$781,639</u>
TDA Sales Tax Revenue	\$7,611,094	\$7,321,681	\$289,413	\$7,269,606
(Unrestricted - Net Assets)	482,360	209,615	272,745	(1,103,957)
FTA Formula Assistance	4,981,529	4,943,999	37,530	4,914,363
Property Tax Revenue	975,000	975,000	0	1,028,132
Measure A	2,014,368	2,021,193	(6,825)	1,972,107
LOA	1,339,522	446,317	893,205	116,288
<i>Subtotal</i>	<u>\$17,403,874</u>	<u>\$15,917,805</u>	<u>\$1,486,069</u>	<u>\$14,196,539</u>
<i>Total Operating Revenue</i>	<u>\$25,665,860</u>	<u>\$24,401,149</u>	<u>\$1,264,712</u>	<u>\$23,253,328</u>

OPERATING EXPENSE SUMMARY
FISCAL YEAR 2016-17

	Draft Budget FY 2016-17	Budget FY 2015-16	Change	Prior Year FY 2014-15
<i>ROUTE OPERATIONS</i>				
Drivers	\$11,566,433	\$10,680,754	\$885,679	\$10,310,778
Dispatch & Supervision	669,363	610,807	58,557	543,450
Hiring & Training	305,835	284,526	21,309	352,860
Risk & Safety	2,193,953	2,033,709	160,244	1,674,610
Transportation Subsidies	825,511	825,511	0	629,064
<i>Subtotal</i>	<u>\$15,561,095</u>	<u>\$14,435,306</u>	<u>\$1,125,789</u>	<u>\$13,510,762</u>
<i>VEHICLE MAINTENANCE</i>				
Mechanics	\$1,237,821	\$1,151,755	\$86,066	\$1,029,836
Cleaners & Fuelers	815,744	787,242	28,502	773,664
Supervision	593,916	451,766	142,149	586,525
Vehicle Consumables	1,724,346	2,023,546	(299,200)	2,365,289
Bus Parts & Supplies	709,661	709,661	0	607,513
Vendor Services	82,500	82,500	0	51,024
Risk & Safety	78,241	78,241	0	79,024
<i>Subtotal</i>	<u>\$5,242,230</u>	<u>\$5,284,711</u>	<u>(\$42,482)</u>	<u>\$5,492,875</u>
<i>PASSENGER ACCOMMODATIONS</i>				
Passenger Facilities	\$745,526	\$650,588	\$94,937	\$658,002
Transit Development	374,791	369,959	4,832	340,329
Promotion & Information	445,600	338,233	107,367	214,781
Fare Revenue Collection	323,844	344,990	(21,146)	289,386
<i>Subtotal</i>	<u>\$1,889,761</u>	<u>\$1,703,769</u>	<u>\$185,991</u>	<u>\$1,502,498</u>
<i>GENERAL OVERHEAD</i>				
Finance	\$558,120	\$527,384	\$30,737	\$469,395
Personnel	175,017	156,090	18,927	56,579
Utilities & Communication	239,200	239,200	0	216,966
Operating Facilities	314,332	322,909	(8,578)	314,333
District Administration	1,686,106	1,731,779	(45,673)	1,689,920
<i>Subtotal</i>	<u>\$2,972,775</u>	<u>\$2,977,362</u>	<u>(\$4,587)</u>	<u>\$2,747,193</u>
<i>Total Operating Cost</i>	<u><u>\$25,665,860</u></u>	<u><u>\$24,401,149</u></u>	<u><u>\$1,264,712</u></u>	<u><u>\$23,253,328</u></u>

ROUTE OPERATIONS DETAIL
FISCAL YEAR 2016-17

	Draft Budget <u>FY 2016-17</u>	Budget FY 2015-16 <u>FY 2015-16</u>	<u>Change</u>	Prior Year FY 2014-15 <u>FY 2014-15</u>
DRIVERS				
Scheduled	\$6,574,408	\$6,139,781	\$434,627	\$5,961,153
Scheduled Overtime	319,454	333,387	(13,934)	315,277
Unscheduled Pay	253,020	168,196	84,824	173,998
Driver Lite Duty	5,043	20,710	(15,667)	4,004
FICA	618,815	576,102	42,714	551,466
Pension	934,764	892,219	42,544	891,963
Health	1,855,416	1,625,346	230,070	1,465,074
Sick Pay	133,599	133,191	408	146,983
Vacation Pay	522,514	464,421	58,093	472,765
Holiday Pay	253,344	243,344	10,000	231,138
Other Paid Leave	27,708	27,708	0	33,875
Unemployment Insurance	33,348	33,348	0	32,685
Uniforms	35,000	23,000	12,000	30,397
Drivers Subtotal	<u>\$11,566,433</u>	<u>\$10,680,754</u>	<u>\$885,679</u>	<u>\$10,310,778</u>
DISPATCH & SUPERVISION				
Supervisors	\$223,947	\$173,656	\$50,291	\$164,576
Staff	165,163	180,272	(15,109)	149,685
FICA	36,501	33,409	3,092	30,118
Pension	37,573	39,066	(1,493)	39,441
Health	116,895	100,411	16,484	78,261
Sick Pay	9,177	8,335	842	21,168
Vacation Pay	37,482	36,690	792	27,443
Holiday Pay	17,037	16,389	648	12,770
Other Paid Leave	24,336	21,382	2,953	18,553
Unemployment Insurance	1,252	1,196	56	1,435
	<u>\$669,363</u>	<u>\$610,807</u>	<u>\$58,557</u>	<u>\$543,450</u>
HIRING & TRAINING				
Staff	\$33,870	\$22,875	\$10,995	\$34,364
Student Drivers	36,606	36,312	294	42,851
Existing Drivers/Supers	135,654	133,386	2,268	162,489
FICA	16,580	15,518	1,062	16,629
Pension	10,530	9,206	1,325	17,437
Health	24,923	20,125	4,798	26,282
Sick Pay	1,949	1,765	184	6,231
Vacation Pay	4,542	4,474	68	8,335
Holiday Pay	3,415	3,355	60	6,329
Other Paid Leave	694	683	12	1,158
Unemployment Insurance	112	448	(336)	631
Medical Exams & License Fees	22,000	22,000	0	27,437
Employment Advertising	4,900	4,900	0	1,419
Training, Travel & Meetings	10,060	9,480	580	1,268
Hiring & Training Subtotal	<u>\$305,835</u>	<u>\$284,526</u>	<u>\$21,309</u>	<u>\$352,860</u>

ROUTE OPERATIONS DETAIL
FISCAL YEAR 2016-17

	Draft Budget <u>FY 2016-17</u>	Budget FY 2015-16	Change	Prior Year FY 2014-15
RISK & SAFETY				
Wages & Benefits				
Staff	\$144,202	\$90,531	\$53,671	\$37,242
Supervisors	298,796	292,938	5,859	280,451
Driver Accident Pay	1,765	1,731	35	1,915
FICA	38,814	34,031	4,783	27,668
Pension	48,988	43,069	5,920	35,459
Health	98,127	91,814	6,313	50,503
Sick Pay	6,148	5,666	483	7,007
Vacation Pay	33,239	28,469	4,770	25,563
Holiday Pay	18,060	19,991	(1,932)	10,751
Other Paid Leave	5,166	5,522	(356)	11,429
Unemployment Insurance	1,445	1,333	112	846
Wages & Benefits Subtotal	\$694,750	\$615,093	\$79,657	\$488,834
Public Liability				
Professional Services	\$174,066	\$119,066	\$55,000	\$163,176
Insurance	280,682	255,165	25,517	240,798
Current Year Incident Payouts	75,000	75,000	0	7,604
Current Year Incident Reserves	140,000	140,000	0	1,421
Prior Years Incident Payouts	270,000	270,000	0	32,283
Change in Prior Years Reserves	(270,000)	(270,000)	0	253,451
Public Liability Subtotal	\$669,748	\$589,231	\$80,517	\$698,733
Workers' Compensation				
Professional Services	\$174,364	\$174,364	\$0	\$210,126
Insurance	86,109	86,109	0	76,162
Current Year Incident Payouts	150,000	150,000	0	44,157
Current Year Incident Reserves	250,000	250,000	0	286,222
Prior Years Incident Payouts	275,000	275,000	0	256,955
Change in Prior Years Reserves	(131,619)	(131,619)	0	(408,895)
Miscellaneous Risk & Safety	25,601	25,531	71	22,316
Workers' Compensation Subtotal	\$829,455	\$829,385	\$71	\$487,043
Risk & Safety Subtotal	<u>\$2,193,953</u>	<u>\$2,033,709</u>	<u>\$160,244</u>	<u>\$1,674,610</u>
TRANSPORTATION SUBSIDIES				
Dial-a-Ride (Easy Lift)	\$825,511	\$825,511	\$0	\$629,064
Transportation Subsidies Subtotal	<u>\$825,511</u>	<u>\$825,511</u>	<u>\$0</u>	<u>\$629,064</u>
TOTAL ROUTE OPERATIONS	<u>\$15,561,095</u>	<u>\$14,435,306</u>	<u>\$1,125,789</u>	<u>\$13,510,762</u>

VEHICLE MAINTENANCE DETAIL
FISCAL YEAR 2016-17

	Draft Budget <u>FY 2016-17</u>	Budget <u>FY 2015-16</u>	<u>Change</u>	Prior Year <u>FY 2014-15</u>
MECHANICS				
Mechanics	\$710,464	\$660,878	\$49,585	\$615,340
Less Mechanic Labor Capitalization	(30,072)	(29,531)	(541)	(14,828)
Mechanics-OT	26,024	25,556	468	24,665
FICA	69,177	64,857	4,320	56,154
Pension	92,953	91,229	1,725	77,694
Health	172,282	149,041	23,241	114,265
Sick Pay	19,407	19,534	(127)	35,699
Vacation Pay	113,355	109,156	4,199	60,402
Holiday Pay	33,516	31,276	2,240	25,253
Other Paid Leave	1,504	1,403	100	1,369
Unemployment Insurance	2,912	2,767	145	3,374
Uniforms	12,000	12,000	0	15,050
Tool Allowance	14,300	13,589	711	15,399
<i>Mechanics Subtotal</i>	<u>\$1,237,821</u>	<u>\$1,151,755</u>	<u>\$86,066</u>	<u>\$1,029,836</u>
CLEANERS & FUELERS				
Service Workers	\$443,411	\$437,870	\$5,541	\$434,061
FICA	38,050	37,147	903	37,069
Pension	72,839	71,410	1,428	71,783
Health	174,786	161,850	12,936	151,057
Sick Pay	9,494	9,289	206	9,673
Vacation Pay	37,997	31,015	6,981	36,398
Holiday Pay	23,928	23,459	469	18,118
Other Paid Leave	1,972	1,934	39	866
Unemployment Insurance	2,940	2,940	0	2,665
Tel Uniforms	7,098	7,098	0	8,285
Medical Exams & License Fees	3,230	3,230	0	3,689
<i>Cleaners & Fuelers Subtotal</i>	<u>\$815,744</u>	<u>\$787,242</u>	<u>\$28,502</u>	<u>\$773,664</u>
SUPERVISION				
Staff	\$351,460	\$244,290	\$107,169	\$341,746
FICA	30,264	22,081	8,184	30,130
Pension	39,561	28,864	10,698	40,040
Health	119,219	100,904	18,315	112,237
Sick Pay	5,066	4,259	806	6,065
Vacation Pay	21,211	25,542	(4,331)	31,295
Holiday Pay	14,065	10,537	3,528	14,822
Other Paid Leave	2,813	2,834	(21)	3,379
Unemployment Insurance	896	1,008	(112)	1,120
Training, Travel & Meetings	9,360	11,447	(2,087)	5,691
<i>Supervision Subtotal</i>	<u>\$593,916</u>	<u>\$451,766</u>	<u>\$142,149</u>	<u>\$586,525</u>

VEHICLE MAINTENANCE DETAIL
FISCAL YEAR 2016-17

	Draft Budget <u>FY 2016-17</u>	Budget <u>FY 2015-16</u>	<u>Change</u>	Prior Year <u>FY 2014-15</u>
VEHICLE CONSUMABLES				
Fuel & Lubricants	\$1,473,173	\$1,772,373	(\$299,200)	\$2,121,991
Electric Vehicle Power	84,000	84,000	0	79,001
Tire Lease	157,173	157,173	0	155,752
Tire Mounting	10,000	10,000	0	8,545
<i>Vehicle Consumables Subtotal</i>	<u>\$1,724,346</u>	<u>\$2,023,546</u>	<u>(\$299,200)</u>	<u>\$2,365,289</u>
VEHICLE PARTS & SUPPLIES				
Bus Parts Issued	\$594,661	\$594,661	\$0	\$521,732
Shop Supplies	85,000	85,000	0	70,908
Bus Servicing Supplies	20,000	20,000	0	9,851
Hazmat Disposal & Compliance	10,000	10,000	0	5,022
<i>Vehicle Part & Supplies Subtotal</i>	<u>\$709,661</u>	<u>\$709,661</u>	<u>\$0</u>	<u>\$607,513</u>
VENDOR BUS REPAIRS				
Vandalism Repairs	\$45,000	\$45,000	\$0	\$10,547
Accident Damage Repairs	7,500	7,500	0	17,671
Accident Claim Collections	(5,000)	(5,000)	0	(18,497)
Other Vendor Repairs	35,000	35,000	0	41,303
<i>Vendor Bus Repairs Subtotal</i>	<u>\$82,500</u>	<u>\$82,500</u>	<u>\$0</u>	<u>\$51,024</u>
RISK & SAFETY				
Workers' Comp Services	\$9,177	\$9,177	\$0	\$55,608
Workers' Comp Insurance	9,064	9,064	0	7,258
Current Year Incident Payouts	10,000	10,000	0	6,403
Current Year Incident Reserves	25,000	25,000	0	151,116
Prior Years Incident Payouts	75,000	75,000	0	10,082
Change in Prior Years Reserves	(50,000)	(50,000)	0	(151,443)
<i>Risk & Safety Subtotal</i>	<u>\$78,241</u>	<u>\$78,241</u>	<u>\$0</u>	<u>\$79,024</u>
TOTAL VEHICLE MAINTENANCE	<u><u>\$5,242,230</u></u>	<u><u>\$5,284,711</u></u>	<u><u>(\$42,482)</u></u>	<u><u>\$5,492,875</u></u>

PASSENGER ACCOMMODATIONS DETAIL
FISCAL YEAR 2016-17

	Draft Budget <u>FY 2016-17</u>	Budget FY 2015-16	Change	Prior Year FY 2014-15
PASSENGER FACILITIES				
Wages & Benefits				
Supervisors	\$186,493	\$182,836	\$3,657	\$190,091
TC Advisors	141,321	116,034	25,287	106,689
Staff	40,286	39,273	1,012	42,481
FICA	31,290	29,003	2,287	28,816
Pension	26,301	26,315	(14)	26,033
Health	203,864	141,532	62,332	129,273
Sick Pay	4,207	4,150	57	24,751
Vacation Pay	19,772	20,047	(275)	22,751
Holiday Pay	14,594	14,448	146	12,624
Other Paid Leave	2,348	2,337	11	6,240
Unemployment Insurance	2,237	1,800	437	2,285
Wages & Benefits Subtotal	\$672,713	\$577,776	\$94,937	\$592,034
Buildings & Grounds				
TC Contract Maintenance	\$47,720	\$47,720	\$0	\$50,354
TC Repairs/Supplies	10,000	10,000	0	6,705
Bus Stop Repairs/Supplies	10,000	10,000	0	6,014
TC Property Insurance	5,093	5,093	0	2,895
Buildings & Grounds Subtotal	\$72,813	\$72,813	\$0	\$65,968
Passenger Facilities Subtotal	<u>\$745,526</u>	<u>\$650,588</u>	<u>\$94,937</u>	<u>\$658,002</u>
TRANSIT DEVELOPMENT				
Staff	\$222,394	\$213,376	\$9,019	\$215,591
FICA	19,326	18,555	771	18,517
Pension	25,263	24,254	1,008	24,020
Health	50,815	56,492	(5,677)	48,200
Sick Pay	5,659	5,603	56	5,623
Vacation Pay	14,866	14,307	559	13,392
Holiday Pay	9,774	9,429	345	9,439
Other Paid Leave	2,932	2,829	104	3,564
Unemployment Insurance	762	750	11	941
Training, Travel & Meetings	5,000	6,364	(1,364)	0
Planning Services & Supplies	18,000	18,000	0	1,042
Transit Development Subtotal	<u>\$374,791</u>	<u>\$369,959</u>	<u>\$4,832</u>	<u>\$340,329</u>

PASSENGER ACCOMMODATIONS DETAIL
FISCAL YEAR 2016-17

	Draft Budget <u>FY 2016-17</u>	Budget <u>FY 2015-16</u>	Change	Prior Year <u>FY 2014-15</u>
PROMOTION & INFORMATION				
Wages & Benefits				
Staff	\$160,688	\$92,473	\$68,215	\$79,566
FICA	13,318	7,851	5,467	7,026
Pension	17,410	10,263	7,147	8,666
Health	48,991	25,334	23,657	20,039
Sick Pay	1,291	2,222	(930)	2,391
Vacation Pay	4,700	4,885	(185)	5,192
Holiday Pay	6,735	4,023	2,711	3,418
Other Paid Leave	1,684	1,006	678	1,270
Unemployment Insurance	582	414	168	224
Wages & Benefits Subtotal	\$255,400	\$148,473	\$106,927	\$127,792
Outside Services				
Media Ad Placement	5,000	5,000	0	155
Brochures & Publications	5,000	5,000	0	1,144
Promotional Giveaways	5,000	5,000	0	3,846
Bus/Shuttle Decorations	2,500	2,500	0	2,329
Other Promotions	65,000	65,000	0	6,551
Route Schedules & Information	101,700	101,700	0	72,964
Training, Travel & Meetings	6,000	5,560	440	0
Outside Services Subtotal	\$190,200	\$189,760	\$440	\$86,989
Promotion & Information Subtotal	\$445,600	\$338,233	\$107,367	\$214,781
FARE REVENUE COLLECTION				
Wages & Benefits				
Staff	\$106,148	\$104,220	\$1,929	\$89,168
FICA	9,596	9,328	268	9,186
Pension	12,544	12,193	351	10,883
Health	60,822	61,093	(271)	57,341
Sick Pay	3,286	3,219	67	7,979
Vacation Pay	9,143	7,834	1,310	10,006
Holiday Pay	4,572	4,438	134	3,218
Other Paid Leave	2,286	2,219	67	2,243
Unemployment Insurance	448	448	0	474
Wages & Benefits Subtotal	\$208,844	\$204,990	\$3,854	\$190,498
Outside Services				
Fare Processing	\$50,000	\$75,000	(\$25,000)	\$43,587
Farebox Parts & Repairs	35,000	35,000	0	24,289
Tickets, Tokens & Transfers	30,000	30,000	0	31,012
Outside Services Subtotal	\$115,000	\$140,000	(\$25,000)	\$98,888
Fare Revenue Collection Subtotal	\$323,844	\$344,990	(\$21,146)	\$289,386
TOTAL PSNGR ACCOMMODATIONS	\$1,889,761	\$1,703,769	\$185,991	\$1,502,498

GENERAL OVERHEAD DETAIL
FISCAL YEAR 2016-17

	Draft Budget FY 2016-17	Budget FY 2015-16	Change	Prior Year FY 2014-15
FINANCE				
Staff	\$310,897	\$258,226	\$52,671	\$267,013
FICA	27,457	23,610	3,847	23,620
Pension	35,891	30,862	5,029	30,636
Health	89,854	88,103	1,750	74,695
Sick Pay	6,471	13,242	(6,770)	6,396
Vacation Pay	21,867	20,116	1,750	7,069
Holiday Pay	13,688	13,940	(252)	11,895
Other Paid Leave	5,988	3,098	2,891	5,671
Unemployment Insurance	1,008	1,187	(179)	963
Financial Audit Services	45,000	75,000	(30,000)	41,437
<i>Finance Subtotal</i>	<u>\$558,120</u>	<u>\$527,384</u>	<u>\$30,737</u>	<u>\$469,395</u>
PERSONNEL				
Staff	\$99,304	\$92,129	\$7,175	\$37,243
FICA	8,360	7,870	489	3,538
Pension	10,928	10,288	640	3,406
Health	45,617	31,426	14,191	6,867
Sick Pay	1,130	1,115	16	0
Vacation Pay	3,038	5,164	(2,127)	3,612
Holiday Pay	4,203	5,464	(1,261)	1,323
Other Paid Leave	2,101	2,186	(84)	394
Unemployment Insurance	336	448	(112)	196
<i>Personnel Subtotal</i>	<u>\$175,017</u>	<u>\$156,090</u>	<u>\$18,927</u>	<u>\$56,579</u>
UTILITIES				
Telephone & Data Communications	\$46,000	\$46,000	\$0	\$41,477
Power, Water & Refuse	174,000	174,000	0	155,759
Two-Way Radios	19,200	19,200	0	19,730
<i>Utilities Subtotal</i>	<u>\$239,200</u>	<u>\$239,200</u>	<u>\$0</u>	<u>\$216,966</u>
OPERATING FACILITIES				
Wages & Benefits				
Staff	\$55,898	\$54,861	\$1,038	\$53,428
FICA	4,825	4,730	95	4,663
Pension	6,307	6,183	124	6,300
Health	11,613	11,649	(36)	9,473
Sick Pay	861	844	16	1,904
Vacation Pay	3,638	3,532	107	5,242
Holiday Pay	2,426	2,354	71	2,315
Other Paid Leave	243	235	7	0
Unemployment Insurance	224	224	0	224
<i>Wages & Benefits Subtotal</i>	<u>\$86,034</u>	<u>\$84,611</u>	<u>\$1,422</u>	<u>\$83,549</u>

GENERAL OVERHEAD DETAIL
FISCAL YEAR 2016-17

	Draft Budget FY 2016-17	Budget FY 2015-16	Change	Prior Year FY 2014-15
<i>OPERATING FACILITIES (cont'd)</i>				
Service Vehicles				
Parts & Repairs	\$12,000	\$12,000	\$0	\$19,478
Fuel	50,000	60,000	(10,000)	51,273
Service Vehicles Subtotal	\$62,000	\$72,000	(\$10,000)	\$70,751
Buildings & Grounds				
Contract Maintenance	\$74,960	\$74,960	\$0	\$73,394
Overpass Site	7,500	7,500	0	77
B&G Repairs/Supplies	38,000	38,000	0	41,046
Property Insurance	45,838	45,838	0	45,516
Buildings & Grounds Subtotal	\$166,298	\$166,298	\$0	\$160,033
<i>Operating Facilities Subtotal</i>	<u>\$314,332</u>	<u>\$322,909</u>	<u>(\$8,578)</u>	<u>\$314,333</u>
<i>DISTRICT ADMINISTRATION</i>				
Wages & Benefits				
Staff	\$558,025	\$528,416	\$29,609	\$450,049
Bus Ad Revenue Placement	8,875	8,701	174	9,017
FICA	50,147	48,016	2,132	44,876
Pension	65,552	62,765	2,787	59,784
Health	172,341	158,903	13,439	97,888
Sick Pay	10,961	14,653	(3,692)	9,324
Vacation Pay	54,204	48,954	5,251	65,600
Holiday Pay	24,869	27,409	(2,540)	19,311
Other Paid Leave	7,461	8,223	(762)	5,677
Unemployment Insurance	1,680	1,837	(157)	1,765
Wages & Benefits Subtotal	\$954,116	\$907,877	\$46,239	\$763,291
Administrative Services				
Directors Fees	\$12,600	\$12,600	\$0	\$10,620
Public Officials Insurance	62,752	51,422	11,330	36,750
Legal Counsel	125,000	125,000	0	104,765
Pension Administration	16,000	20,300	(4,300)	7,115
Office Equipment Maintenance	142,948	142,948	0	149,975
Miscellaneous Services	74,098	174,098	(100,000)	221,864
Office & Computer Supplies	49,511	49,511	0	40,226
Dues & Subscriptions	43,665	43,665	0	44,190
Conferences, Meetings & Training	17,698	16,640	1,058	5,426
Employee Relations	16,000	16,000	0	18,551
Retiree Health Insurance	86,032	86,032	0	216,713
Mandated Fees & Permits	38,550	38,550	0	30,263
Bus Ad Revenue Program	1,500	1,500	0	0
Miscellaneous	45,636	45,636	0	40,171
Administrative Services Subtotal	\$731,991	\$823,903	(\$91,912)	\$926,629
<i>District Administration Subtotal</i>	<u>\$1,686,106</u>	<u>\$1,731,779</u>	<u>(\$45,673)</u>	<u>\$1,689,920</u>
TOTAL GENERAL OVERHEAD	<u><u>\$2,972,775</u></u>	<u><u>\$2,977,362</u></u>	<u><u>(\$4,587)</u></u>	<u><u>\$2,747,193</u></u>

**CAPITAL BUDGET
FUNDING SUMMARY
FISCAL YEAR 2016-17**

	<u>Draft Budget FY 2016-17</u>	<u>Budget FY 2015-16</u>
<u>Revenue</u>		
Dedicated Source(s):		
<u>TDA-State Transit Assistance (TDA - STA)</u>		
Current Year - Allocation	\$0	\$350,000
Prior Year(s) - Allocation	<u>1,388,921</u>	<u>3,594,897</u>
	<u>\$1,388,921</u>	<u>\$3,944,897</u>
 <u>Measure A Transit Capital - Sales Tax Revenue</u>		
Current Year - Allocation	\$934,138	\$936,550
Prior Year(s) - Allocation	<u>272,074</u>	<u>851,165</u>
	<u>\$1,206,212</u>	<u>\$1,787,715</u>
Dedicated Sources Subtotal	<u>\$2,595,133</u>	<u>\$5,732,612</u>
 Grants:		
<u>Proposition 1B - Bond Proceeds</u>		
PTMISEA	\$3,076,161	\$5,368,296
Transit Security - OHS	<u>0</u>	<u>739,085</u>
	<u>\$3,076,161</u>	<u>\$6,107,381</u>
 <u>Federal Capital - Grants</u>		
Federal Grants	<u>\$1,103,706</u>	<u>\$1,815,007</u>
Grants Subtotal	<u>\$4,179,867</u>	<u>\$7,922,388</u>
Total Capital Revenue	<u>\$6,775,000</u>	<u>\$13,655,000</u>
 <u>Expenditures</u>		
Buses	\$3,425,000	\$5,525,000
Bus Rehab	510,000	690,000
Fixed Facilities	1,550,000	2,395,000
Radios & Fareboxes	75,000	75,000
Bus Stops	50,000	500,000
Shop Equipment	75,000	75,000
Management Info Systems	90,000	90,000
Intelligent Transportation Systems	975,000	4,280,000
Office Furniture & Equipment	<u>25,000</u>	<u>25,000</u>
Total Capital Expenditures	<u>\$6,775,000</u>	<u>\$13,655,000</u>

Capital Project Detail
FISCAL YEAR 2016-17

	Draft Budget FY 2016-17	Budget FY 2015-16	Change	New Funding Allocation	Carry-over Funding Allocation
REVENUE VEHICLE PURCHASES					
40' Diesel Buses (5)	\$0	\$2,100,000	(\$2,100,000)	\$0	\$0
40' Diesel Buses (3)	1,425,000	1,425,000	0	0	1,425,000
EV Shuttles	2,000,000	2,000,000	0	0	2,000,000
Subtotal	<u>\$3,425,000</u>	<u>\$5,525,000</u>	<u>(\$2,100,000)</u>	<u>\$0</u>	<u>\$3,425,000</u>
REVENUE VEHICLE IMPROVEMENTS					
Diesel Fleet Drivetrains	\$360,000	\$360,000	\$0	\$360,000	\$0
EV Drivetrain/Battery Chargers etc	50,000	50,000	0	50,000	0
Lithium Battery Project	100,000	280,000	(180,000)	100,000	0
Subtotal	<u>\$510,000</u>	<u>\$690,000</u>	<u>(\$180,000)</u>	<u>\$510,000</u>	<u>\$0</u>
OFFICE FURNITURE & EQUIPMENT					
Office Furniture Allowance	\$25,000	\$25,000	\$0	\$25,000	\$0
Subtotal	<u>\$25,000</u>	<u>\$25,000</u>	<u>\$0</u>	<u>\$25,000</u>	<u>\$0</u>
MANAGEMENT INFORMATION SYSTEMS					
Software Programming	\$50,000	\$50,000	\$0	\$50,000	\$0
PC Hardware/ IT Infrastructure Upgrades	40,000	40,000	0	40,000	0
Subtotal	<u>\$90,000</u>	<u>\$90,000</u>	<u>\$0</u>	<u>\$90,000</u>	<u>\$0</u>
INTELLIGENT TRANSPORTATION SYSTEMS					
AVL Project (AIM)	\$0	\$3,280,000	(\$3,280,000)	\$0	\$0
Smartcard Project	975,000	1,000,000	(25,000)	0	975,000
Subtotal	<u>\$975,000</u>	<u>\$4,280,000</u>	<u>(\$3,280,000)</u>	<u>\$0</u>	<u>\$975,000</u>
BUS STOP EQUIPMENT					
Superstops	\$0	\$250,000	(\$250,000)	\$0	\$0
Bus Stop Upgrades	50,000	250,000	(200,000)	50,000	0
Subtotal	<u>\$50,000</u>	<u>\$500,000</u>	<u>(\$450,000)</u>	<u>\$50,000</u>	<u>\$0</u>
FIXED FACILITIES					
T1 Fixed Facilities	\$100,000	\$745,000	(\$645,000)	\$100,000	\$0
TC Renovation Project	1,400,000	1,500,000	(100,000)	0	1,400,000
TC Fixed Facilities	50,000	150,000	(100,000)	50,000	0
Subtotal	<u>\$1,550,000</u>	<u>\$2,395,000</u>	<u>(\$845,000)</u>	<u>\$150,000</u>	<u>\$1,400,000</u>
FAREBOXES & RADIOS					
Fare Collection & Radio Allowance	\$75,000	\$75,000	\$0	\$75,000	\$0
Subtotal	<u>\$75,000</u>	<u>\$75,000</u>	<u>\$0</u>	<u>\$75,000</u>	<u>\$0</u>
SHOP EQUIPMENT					
Shop Equipment Allowance	\$75,000	\$75,000	\$0	\$75,000	\$0
Subtotal	<u>\$75,000</u>	<u>\$75,000</u>	<u>\$0</u>	<u>\$75,000</u>	<u>\$0</u>
Total Capital Projects	<u><u>\$6,775,000</u></u>	<u><u>\$13,655,000</u></u>	<u><u>(\$6,855,000)</u></u>	<u><u>\$975,000</u></u>	<u><u>\$5,800,000</u></u>

OPERATING & CAPITAL BUDGET

Financial Forecast

	Draft		Growth		Projected		
	Budget	Growth		Growth	FY 2018-19	FY 2019-20	FY 2020-21
	FY 2016-17	Rate	FY 2017-18	Rate			
OPERATING REVENUE							
Passenger Fares	\$7,474,277	0.0%	\$7,474,277	1.0%	\$7,549,020	\$7,624,510	\$7,700,753
FTA Operating Assistance	4,981,529		5,081,813		5,189,235	5,698,129	6,228,129
Property Tax Revenue	975,000	1.0%	984,750	1.5%	999,521	1,014,514	1,029,730
Local Operating Assistance	1,339,522	1.0%	1,352,918	1.0%	1,366,447	1,380,111	1,393,910
Measure A	2,014,368		1,973,487		2,041,409	2,112,559	2,200,372
Non-Transportation Income	787,710	2.0%	803,464	2.0%	819,533	835,924	852,640
Sales Tax Revenue (TDA - LTF) CY	7,611,094	1.0%	7,687,205	2.0%	7,840,949	7,997,768	8,157,721
Unrestricted Net Position	482,360		1,126,434		1,470,665	1,441,851	1,409,141
<i>Total Operating Revenue</i>	<u>\$25,665,860</u>		<u>\$26,484,348</u>		<u>\$27,276,779</u>	<u>\$28,105,366</u>	<u>\$28,972,397</u>
OPERATING EXPENSE							
Route Operations	\$15,561,095	2.8%	\$15,990,455	2.9%	\$16,438,383	\$16,906,057	\$17,394,737
Vehicle Maintenance	3,769,056	2.8%	3,873,633	2.9%	3,981,849	4,094,688	4,212,436
(Fuel Costs)	1,473,173	10.0%	1,620,491	5.3%	1,701,515	1,786,591	1,875,921
Passenger Accommodations	1,889,761	2.5%	1,937,125	3.3%	1,998,187	2,062,359	2,129,856
General Overhead	2,972,775	3.0%	3,062,644	3.2%	3,156,844	3,255,671	3,359,448
<i>Total Operating Expense</i>	<u>\$25,665,860</u>	3.2%	<u>\$26,484,348</u>		<u>\$27,276,779</u>	<u>\$28,105,366</u>	<u>\$28,972,397</u>
<u>Net Position - Unrestricted</u>							
Beginning Balance	\$10,084,002		\$9,452,642		\$8,172,737	\$6,543,998	\$4,939,331
Projected: Net Gain/Loss from Activities	(482,360)		(1,126,434)		(1,470,665)	(1,441,851)	(1,409,141)
*Post-Retirement Benefits - Retiree Health Care	(149,000)		(153,470)		(158,074)	(162,816)	(167,701)
* Ending Balance	<u>\$9,452,642</u>		<u>\$8,172,737</u>		<u>\$6,543,998</u>	<u>\$4,939,331</u>	<u>\$3,362,489</u>