



AGENDA

Meeting

of the

FINANCE & HUMAN RESOURCES COMMITTEE

of the

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

A Public Agency

Wednesday, March 1, 2017

9:00 AM

John G. Britton Auditorium

550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

2. ROLL CALL OF THE COMMITTEE MEMBERS

Dave Tabor, Chair; Paula Perotte, Director; Olivia Rodriguez, Director

3. REPORT REGARDING POSTING OF AGENDA

4. APPROVAL OF PRIOR MINUTES - (ATTACHMENT-ACTION MAY BE TAKEN)

The Board will be asked to waive the reading of and approve the draft minutes for the meeting of February 17, 2017.

5. PUBLIC COMMENT

Members of the public may address the Board on items within jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk, a "Request to Speak" form including a description of the subject you wish to address. Additional public comment will be allowed during each agenda item, including closed session items. Please fill out the Request to Speak form and indicate the agenda item number that you wish to comment on.

6. DRAFT BUDGET FOR FISCAL YEAR 2017-18- (ATTACHMENT – ACTION MAY BE TAKEN)

Staff is recommending that the Finance & Human Resources Committee authorize forwarding the draft Fiscal Year 2017-18 budget to the full Board for consideration.

7. DISCUSSION OF GENERAL LIABILITY INSURANCE RENEWAL - (INFORMATIONAL)

Staff will discuss the General Liability Insurance renewal options.

8. OTHER BUSINESS AND REPORTS - (ACTION MAY BE TAKEN)

Committee members will report on other related issues.

9. ADJOURNMENT

AMERICAN 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 & HUMAN RESOURCES COMMITTEE
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Friday, February 17, 2017
9:00 AM
John G. Britton Auditorium
550 Olive Street, Santa Barbara, CA 93101

- 1. CALL TO ORDER**
- 2. ROLL CALL OF THE COMMITTEE MEMBERS**
Director Dave Tabor reported all members were present.
- 3. REPORT REGARDING POSTING OF AGENDA**
Lilly Gomez, Office Administrator, reported that the agenda was posted on Monday, February 13, 2017 at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.
- 4. COMMITTEE CHAIR FOR 2017 - (ACTION MAY BE TAKEN)**
Director Rodriguez moved to elect Director Tabor as Chair of the Finance & Human Resources Committee for 2017. Director Perotte seconded the motion. The motion passed unanimously.
- 5. PUBLIC COMMENT**
None was made.
- 6. DRAFT BUDGET REVISION FOR FISCAL YEAR 2016-17- (ATTACHMENT – ACTION MAY BE TAKEN)**
General Manager, Jerry Estrada introduced and acknowledged Assistant General Manager, Brad Davis and Assistant Controller, Thais Sayat for their hard work and time put into the district's budget. Mr. Estrada stated the objective of the meeting was to forward the 2016-17 draft budget revision to the Full board with approval in the next regular scheduled Board meeting. Mr. Davis reviewed the changes made and recommended that the Finance & Human Resources Committee authorize forwarding the draft Fiscal Year 2016-17 budget revision to the full Board for consideration. Director Rodriguez moved to approve forwarding the draft Fiscal Year 2016-17 budget revision to the full Board for consideration. Director Perotte seconded the motion. The motion passed unanimously.
- 7. OTHER BUSINESS AND REPORTS - (ACTION MAY BE TAKEN)**
No other items were discussed.
- 8. ADJOURNMENT**
Committee Chair Tabor moved to adjourn the meeting at 10:16am. Director Rodriguez seconded the motion. The motion passed unanimously.



FINANCE & HUMAN RESOURCES COMMITTEE REPORT

MEETING DATE: MARCH 1, 2017 **AGENDA ITEM #:** 6

TYPE: ACTION

PREPARED BY: BRAD DAVIS

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: Draft Budget for Fiscal Year 2017-18

RECOMMENDATION:

Staff is recommending that the Finance & Human Resources Committee authorize forwarding the draft fiscal Year 2017-18 budget to the full board for its consideration.

DISCUSSION:

Staff has prepared and will present the 2017-18 draft budget to the Finance & Human Resources Committee. After taking into account any Committee recommendations or revisions, staff is requesting authorization to forward the draft budget to the full Board for its review at the March 7, 2017 board meeting.

This first draft of the budget is limited to significant inputs and factors that drive the majority of the budget. As overall revenue looks to be relatively unchanged while operating expenses exhibit 3% growth, the draft includes a \$650,000 deficit. The key assumptions leading to these results include the following:

- Reduction in cash fares and pass sales of 5%
- No growth in federal operating assistance
- LTF sales tax revenue increase per SBCAG projection
- 3,700 increase in revenue hours to improve on-time performance
- No change in the currently budgeted employment level
- Wage and fringe benefit increases per the CBA
- A 10% rise in the cost of diesel fuel
- Adjustment to projected liability and workers' compensation payouts and reserves

Attachment: Draft FY2017-18 Operating & Capital Budget



OPERATING & CAPITAL BUDGET

for

FISCAL YEAR 2017-18

Draft

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

March 1, 2017

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

OPERATING & CAPITAL BUDGET

FISCAL YEAR 2017-18

Draft

March 1, 2017

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Operating Budget Summary Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	FY2015-16 Actual
<u>Revenue</u>				
Fare Revenue	\$7,072,443	\$7,223,874	(\$151,431)	\$7,562,307
LTF Sale Tax Revenue	7,771,309	7,460,309	311,000	7,375,456
FTA Operating Assistance	5,081,813	5,081,813	0	4,984,944
Measure A Sale Tax Revenue	2,014,211	2,014,368	(157)	2,007,455
State & Local Operating Assistance	1,219,558	1,413,778	(194,220)	475,593
Property Tax Revenue	1,132,878	1,110,665	22,214	1,094,851
Non-Transportation Income	850,105	846,180	3,925	846,727
Total Operating Revenue	<u>\$25,142,317</u>	<u>\$25,150,987</u>	<u>(\$8,669)</u>	<u>\$24,347,334</u>
<u>Expense</u>				
Route Operations	\$15,720,426	\$15,335,910	\$384,516	\$14,347,432
Vehicle Maintenance	5,541,163	5,276,642	264,521	4,959,460
Passenger Accommodations	1,724,168	1,594,388	129,779	1,521,888
General Overhead	2,807,631	2,818,342	(10,710)	3,043,662
Total Operating Expense	<u>\$25,793,388</u>	<u>\$25,025,283</u>	<u>\$768,105</u>	<u>\$23,872,443</u>
Surplus/Deficit	<u>(\$651,071)</u>	<u>\$125,704</u>	<u>(\$776,775)</u>	<u>\$474,892</u>
<u>Unrestricted Net Position</u>				
Beginning Balance	FY 2016-17 \$10,949,218	FY 2016-17 \$10,823,514		FY 2015-16 \$10,348,622
Net Change from Operating Activities	<u>(651,071)</u>	<u>125,704</u>		<u>474,892</u>
Ending Balance *	<u>\$10,298,147</u>	<u>\$10,949,218</u>		<u>\$10,823,514</u>

* Ending balance does not reflect any year-end adjustment to account for Other Post-Employment Benefits (OPEB) for retiree health insurance. Governmental accounting standards require the District to book the actuarially derived estimate each year.

Operating Revenue Detail Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	FY2015-16 Actual
<i>FAREBOX REVENUE</i>				
Cash Fares & Tokens	\$2,000,674	\$2,105,972	(\$105,299)	2,341,861
Adult Passes	1,073,435	1,129,932	(56,497)	1,253,642
Youth Passes	502,089	528,515	(26,426)	533,213
Senior Passes	154,427	162,555	(8,128)	176,627
Mobility Passes	141,367	148,808	(7,440)	153,470
Day Passes	4,425	4,658	(233)	5,166
Coastal Express Pass Refunds	0	0	0	(25,365)
Downtown-Waterfront Shuttle	1,115,348	1,089,303	26,044	1,055,152
UCSB Contract Fares	1,019,804	1,013,519	6,285	991,118
SBCC Contract Fares	905,874	885,612	20,262	931,386
Special Event Fares/Amtrak	120,000	120,000	0	110,051
City My Ride Program	35,000	35,000	0	35,987
<i>Subtotal</i>	<u>\$7,072,443</u>	<u>\$7,223,874</u>	<u>(\$151,431)</u>	<u>\$7,562,307</u>
<i>NON-TRANSPORTATION INCOME</i>				
Advertising on Buses	\$600,000	\$600,000	\$0	588,265
Interest on Investments	22,910	22,910	0	25,788
Lease & Other Income	227,195	223,270	3,925	232,675
<i>Subtotal</i>	<u>\$850,105</u>	<u>\$846,180</u>	<u>\$3,925</u>	<u>846,727</u>
<i>GRANTS & SUBSIDIES</i>				
TDA Sales Tax Revenue	\$7,771,309	\$7,460,309	\$311,000	7,375,456
FTA Formula Assistance	5,081,813	5,081,813	0	4,984,944
Property Tax Revenue	1,132,878	1,110,665	22,214	1,094,851
Measure A	2,014,211	2,014,368	(157)	2,007,455
State & Local Operating Assistance	1,219,558	1,413,778	(194,220)	475,593
<i>Subtotal</i>	<u>\$17,219,769</u>	<u>\$17,080,933</u>	<u>\$138,836</u>	<u>15,938,300</u>
<i>Total Operating Revenue</i>	<u><u>\$25,142,317</u></u>	<u><u>\$25,150,987</u></u>	<u><u>(\$8,669)</u></u>	<u><u>24,347,334</u></u>

Operating Expense Summary Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	%	FY2015-16 Actual
<i>ROUTE OPERATIONS</i>					
Drivers	\$11,822,507	\$11,564,989	\$257,518	2.2%	\$10,500,979
Dispatch & Supervision	661,697	658,731	2,966	0.5%	601,938
Hiring & Training	346,118	325,282	20,836	6.4%	274,341
Risk & Safety	2,021,046	1,935,808	85,238	4.4%	2,144,664
Transportation Subsidies	869,058	851,100	17,958	2.1%	825,511
<i>Subtotal</i>	<u>\$15,720,426</u>	<u>\$15,335,910</u>	<u>\$384,516</u>	2.5%	<u>\$14,347,432</u>
<i>VEHICLE MAINTENANCE</i>					
Mechanics	\$1,283,652	\$1,191,370	\$92,282	7.7%	\$1,035,277
Cleaners & Fuelers	840,173	818,360	21,813	2.7%	792,001
Supervision	675,950	601,616	74,334	12.4%	497,031
Vehicle Consumables	1,857,025	1,765,873	91,152	5.2%	1,895,002
Bus Parts & Supplies	750,163	765,924	(15,760)	-2.1%	665,807
Vendor Services	60,000	60,000	0	0.0%	50,259
Risk & Safety	74,200	73,500	700	1.0%	24,083
<i>Subtotal</i>	<u>\$5,541,163</u>	<u>\$5,276,642</u>	<u>\$264,521</u>	5.0%	<u>\$4,959,460</u>
<i>PASSENGER ACCOMMODATIONS</i>					
Passenger Facilities	\$634,305	\$601,296	\$33,008	5.5%	\$638,692
Transit Development	374,309	328,152	46,157	14.1%	354,304
Promotion & Information	437,272	377,807	59,465	15.7%	233,543
Fare Revenue Collection	278,281	287,133	(8,851)	-3.1%	295,349
<i>Subtotal</i>	<u>\$1,724,168</u>	<u>\$1,594,388</u>	<u>\$129,779</u>	8.1%	<u>\$1,521,888</u>
<i>GENERAL OVERHEAD</i>					
Finance	\$581,775	\$556,750	\$25,025	4.5%	\$522,989
Personnel	161,531	166,672	(5,141)	-3.1%	159,651
Utilities & Communication	227,000	227,000	0	0.0%	200,338
Operating Facilities	334,667	339,010	(4,343)	-1.3%	329,087
District Administration	1,502,658	1,528,909	(26,251)	-1.7%	1,831,597
<i>Subtotal</i>	<u>\$2,807,631</u>	<u>\$2,818,342</u>	<u>(\$10,710)</u>	-0.4%	<u>\$3,043,662</u>
<i>Total Operating Cost</i>	<u>\$25,793,388</u>	<u>\$25,025,283</u>	<u>\$768,105</u>	3.1%	<u>\$23,872,443</u>

Route Operations Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	FY2015-16 Actual
<i>DRIVERS</i>				
Scheduled	\$6,800,244	\$6,612,398	\$187,845	\$6,064,799
Scheduled Overtime	344,119	334,336	9,783	315,070
Unscheduled Pay	260,428	341,430	(81,002)	228,743
Driver Lite Duty	7,528	7,521	7	1,635
FICA	642,707	633,042	9,665	564,119
Pension	941,216	927,885	13,332	860,154
Health	1,768,170	1,660,881	107,289	1,538,455
Sick Pay	168,233	167,293	940	133,346
Vacation Pay	539,790	531,027	8,763	478,882
Holiday Pay	253,344	253,344	0	232,661
Other Paid Leave	27,708	27,708	0	43,477
Unemployment Insurance	34,020	33,124	896	25,686
Uniforms	35,000	35,000	0	13,952
<i>Drivers Subtotal</i>	<u>\$11,822,507</u>	<u>\$11,564,989</u>	<u>\$257,518</u>	<u>\$10,500,979</u>
<i>DISPATCH & SUPERVISION</i>				
Supervisors	\$228,412	\$223,947	\$4,465	\$164,008
Staff	174,297	170,880	3,417	177,675
FICA	36,840	36,119	721	30,663
Pension	38,053	37,470	583	40,334
Health	103,985	111,748	(7,763)	92,524
Sick Pay	4,260	4,177	83	29,330
Vacation Pay	32,400	31,766	634	34,306
Holiday Pay	17,377	17,037	340	14,394
Other Paid Leave	24,821	24,336	485	17,700
Unemployment Insurance	1,252	1,252	0	1,004
	<u>\$661,697</u>	<u>\$658,731</u>	<u>\$2,966</u>	<u>\$601,938</u>
<i>HIRING & TRAINING</i>				
Staff	\$62,626	\$47,421	\$15,205	\$22,012
Student Drivers	36,905	36,606	299	45,211
Existing Drivers/Supers	137,683	135,204	2,479	125,995
FICA	19,025	17,606	1,419	10,395
Pension	13,468	10,478	2,990	9,940
Health	21,708	23,832	(2,125)	18,811
Sick Pay	2,593	2,261	332	1,527
Vacation Pay	4,678	4,542	135	(295)
Holiday Pay	3,498	3,415	83	3,038
Other Paid Leave	713	694	18	1,163
Unemployment Insurance	112	112	0	378
Medical Exams & License Fees	27,050	27,050	0	28,016
Employment Advertising	6,000	6,000	0	7,019
Training, Travel & Meetings	10,060	10,060	0	1,129
<i>Hiring & Training Subtotal</i>	<u>\$346,118</u>	<u>\$325,282</u>	<u>\$20,836</u>	<u>\$274,341</u>

Route Operations Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	FY2015-16 Actual
<i>RISK & SAFETY</i>				
<i>Wages & Benefits</i>				
Staff	\$143,562	\$139,281	\$4,281	\$99,230
Supervisors	304,753	298,796	5,957	287,303
Driver Accident Pay	1,756	1,755	2	2,267
FICA	39,335	38,445	890	33,440
Pension	49,398	48,598	799	42,653
Health	86,218	94,293	(8,075)	75,421
Sick Pay	6,251	6,159	93	23,781
Vacation Pay	34,018	33,274	744	32,907
Holiday Pay	18,521	18,095	426	14,512
Other Paid Leave	5,320	5,184	136	14,733
Unemployment Insurance	1,445	1,445	0	890
Wages & Benefits Subtotal	\$690,578	\$685,324	\$5,253	\$627,136
<i>Public Liability</i>				
Professional Services	\$147,858	\$250,000	(\$102,142)	\$167,014
Insurance	270,138	264,733	5,405	255,165
Current Year Incident Payouts	75,000	75,000	0	57,662
Current Year Incident Reserves	150,000	150,000	0	215,000
Prior Years Incident Payouts	125,000	200,000	(75,000)	298,601
Change in Prior Years Reserves	(225,000)	(145,000)	(80,000)	(271,422)
Public Liability Subtotal	\$542,996	\$794,734	(\$251,737)	\$722,019
<i>Workers' Compensation</i>				
Professional Services	\$225,000	\$225,000	\$0	\$219,313
Insurance	87,400	80,750	6,650	76,101
Current Year Incident Payouts	150,000	100,000	50,000	122,222
Current Year Incident Reserves	300,000	300,000	0	663,793
Prior Years Incident Payouts	325,000	300,000	25,000	208,920
Change in Prior Years Reserves	(325,000)	(575,000)	250,000	(515,855)
Miscellaneous Risk & Safety	25,072	25,000	72	21,014
Workers' Compensation Subtotal	\$787,472	\$455,750	\$331,722	\$795,509
<i>Risk & Safety Subtotal</i>	<u><i>\$2,021,046</i></u>	<u><i>\$1,935,808</i></u>	<u><i>\$85,238</i></u>	<u><i>\$2,144,664</i></u>
<i>TRANSPORTATION SUBSIDIES</i>				
ADA Paratransit Service	\$869,058	\$851,100	\$17,958	\$825,511
Transportation Subsidies Subtotal	<u>\$869,058</u>	<u>\$851,100</u>	<u>\$17,958</u>	<u>\$825,511</u>
TOTAL ROUTE OPERATIONS	<u><u>\$15,720,426</u></u>	<u><u>\$15,335,910</u></u>	<u><u>\$384,516</u></u>	<u><u>\$14,347,432</u></u>

Vehicle Maintenance Detail Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	FY2015-16 Actual
<i>MECHANICS</i>				
Mechanics	\$726,632	\$666,661	\$59,971	\$631,049
Less Mechanic Labor Capitalization	(30,815)	(30,208)	(607)	(27,206)
Mechanics-OT	37,707	37,182	525	13,534
FICA	71,979	66,934	5,046	56,355
Pension	87,682	86,408	1,274	79,389
Health	180,689	160,077	20,612	134,803
Sick Pay	19,565	19,436	129	28,144
Vacation Pay	121,116	116,491	4,625	63,401
Holiday Pay	34,345	33,668	677	26,601
Other Paid Leave	1,541	1,510	30	1,104
Unemployment Insurance	2,912	2,912	0	2,299
Uniforms	16,000	16,000	0	14,804
Tool Allowance	14,300	14,300	0	11,000
<i>Mechanics Subtotal</i>	<u>\$1,283,652</u>	<u>\$1,191,370</u>	<u>\$92,282</u>	<u>\$1,035,277</u>
<i>CLEANERS & FUELERS</i>				
Service Workers	\$461,231	\$452,108	\$9,123	\$436,855
FICA	40,578	39,775	803	39,173
Pension	73,364	72,279	1,085	71,567
Health	182,528	173,100	9,429	162,972
Sick Pay	10,707	10,494	212	9,076
Vacation Pay	32,072	31,435	637	39,645
Holiday Pay	24,413	23,928	484	17,985
Other Paid Leave	2,012	1,972	40	1,143
Unemployment Insurance	2,940	2,940	0	2,069
Uniforms	7,098	7,098	0	7,978
Medical Exams & License Fees	3,230	3,230	0	3,538
<i>Cleaners & Fuelers Subtotal</i>	<u>\$840,173</u>	<u>\$818,360</u>	<u>\$21,813</u>	<u>\$792,001</u>
<i>SUPERVISION</i>				
Staff	\$425,958	\$360,204	\$65,754	\$274,540
FICA	36,075	30,761	5,314	24,012
Pension	47,157	38,983	8,174	28,138
Health	103,898	112,520	(8,622)	87,082
Sick Pay	3,794	3,759	35	40,906
Vacation Pay	23,635	20,353	3,282	18,685
Holiday Pay	16,822	16,492	330	10,870
Other Paid Leave	3,364	3,298	66	2,423
Unemployment Insurance	1,120	1,120	0	797
Training, Travel & Meetings	14,125	14,125	0	9,577
<i>Supervision Subtotal</i>	<u>\$675,950</u>	<u>\$601,616</u>	<u>\$74,334</u>	<u>\$497,031</u>
<i>VEHICLE CONSUMABLES</i>				
Bus Fuel	\$1,476,325	\$1,385,173	\$91,152	\$1,548,492
Oil & Lubricants	125,000	125,000	0	\$112,201
Electric Vehicle Power	84,000	84,000	0	77,482
Tire Lease	161,700	161,700	0	149,171
Tire Mounting	10,000	10,000	0	7,655
<i>Vehicle Consumables Subtotal</i>	<u>\$1,857,025</u>	<u>\$1,765,873</u>	<u>\$91,152</u>	<u>\$1,895,002</u>

Vehicle Maintenance Detail Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	FY2015-16 Actual
<i>VEHICLE PARTS & SUPPLIES</i>				
Bus Parts Issued	\$654,163	\$669,924	(\$15,760)	\$573,776
Shop Supplies	70,000	70,000	0	65,317
Bus Servicing Supplies	12,000	12,000	0	8,027
Hazmat Disposal & Compliance	14,000	14,000	0	18,686
<i>Vehicle Part & Supplies Subtotal</i>	<u>\$750,163</u>	<u>\$765,924</u>	<u>(\$15,760)</u>	<u>\$665,807</u>
<i>VENDOR BUS REPAIRS</i>				
Vandalism Repairs	\$7,500	\$7,500	\$0	\$4,258
Accident Damage Repairs	7,500	7,500	0	3,855
Accident Claim Collections	(5,000)	(5,000)	0	(13,494)
Other Vendor Repairs	50,000	50,000	0	55,640
<i>Vendor Bus Repairs Subtotal</i>	<u>\$60,000</u>	<u>\$60,000</u>	<u>\$0</u>	<u>\$50,259</u>
<i>RISK & SAFETY</i>				
Workers' Comp Services	\$15,000	\$15,000	\$0	\$25,993
Workers' Comp Insurance	9,200	8,500	700	7,570
Current Year Incident Payouts	15,000	15,000	0	0
Current Year Incident Reserves	25,000	25,000	0	503
Prior Years Incident Payouts	15,000	15,000	0	9,814
Change in Prior Years Reserves	(5,000)	(5,000)	0	(19,797)
<i>Risk & Safety Subtotal</i>	<u>\$74,200</u>	<u>\$73,500</u>	<u>\$700</u>	<u>\$24,083</u>
<i>TOTAL VEHICLE MAINTENANCE</i>	<u>\$5,541,163</u>	<u>\$5,276,642</u>	<u>\$264,521</u>	<u>\$4,959,460</u>

Passenger Accomodations Detail Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	FY2015-16 Actual
<i>PASSENGER FACILITIES</i>				
Wages & Benefits				
Supervisors	\$190,211	\$186,493	\$3,718	\$191,289
TC Advisors	140,443	101,898	38,545	101,291
Staff	43,114	40,525	2,589	43,267
FICA	31,560	28,050	3,510	29,546
Pension	26,491	26,194	296	25,332
Health	91,785	108,468	(16,683)	130,976
Sick Pay	4,030	3,968	62	13,201
Vacation Pay	18,912	19,692	(780)	20,493
Holiday Pay	13,382	12,311	1,071	12,793
Other Paid Leave	2,457	1,778	680	4,285
Unemployment Insurance	1,453	1,453	0	1,818
Wages & Benefits Subtotal	<u>\$563,838</u>	<u>\$530,830</u>	<u>\$33,008</u>	<u>\$574,291</u>
Buildings & Grounds				
TC Contract Maintenance	\$47,576	\$47,576	\$0	\$47,980
TC Repairs/Supplies	10,000	10,000	0	8,804
Bus Stop Repairs/Supplies	10,000	10,000	0	5,083
TC Property Insurance	2,891	2,891	0	2,534
Buildings & Grounds Subtotal	<u>\$70,467</u>	<u>\$70,467</u>	<u>\$0</u>	<u>\$64,401</u>
<i>Passenger Facilities Subtotal</i>	<u><u>\$634,305</u></u>	<u><u>\$601,296</u></u>	<u><u>\$33,008</u></u>	<u><u>\$638,692</u></u>
<i>TRANSIT DEVELOPMENT</i>				
Staff	\$188,677	\$193,954	(\$5,276)	\$200,189
FICA	16,406	17,116	(711)	18,153
Pension	21,445	22,374	(929)	23,649
Health	33,220	52,228	(19,008)	45,648
Sick Pay	5,791	6,219	(428)	5,508
Vacation Pay	12,177	14,108	(1,931)	16,064
Holiday Pay	8,314	8,492	(178)	7,864
Other Paid Leave	2,494	2,876	(382)	4,588
Unemployment Insurance	784	784	0	622
Training, Travel & Meetings	5,000	5,000	0	31,616
Planning Services & Supplies	80,000	5,000	75,000	403
<i>Transit Development Subtotal</i>	<u><u>\$374,309</u></u>	<u><u>\$328,152</u></u>	<u><u>\$46,157</u></u>	<u><u>\$354,304</u></u>

Passenger Accommodations Detail Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	FY2015-16 Actual
<i>PROMOTION & INFORMATION</i>				
Wages & Benefits				
Staff	\$121,196	\$99,994	\$21,202	\$92,354
FICA	10,097	8,818	1,278	8,279
Pension	13,198	11,527	1,671	10,822
Health	8,737	18,933	(10,196)	22,505
Sick Pay	2,335	2,963	(628)	2,964
Vacation Pay	2,104	4,261	(2,156)	9,558
Holiday Pay	5,076	6,442	(1,365)	3,899
Other Paid Leave	1,269	1,610	(341)	1,868
Unemployment Insurance	560	560	0	327
Wages & Benefits Subtotal	<u>\$164,572</u>	<u>\$155,107</u>	<u>\$9,465</u>	<u>\$152,575</u>
Outside Services				
Media Ad Placement	15,000	5,000	10,000	0
Brochures & Publications	19,200	9,200	10,000	2,166
Promotional Giveaways	15,000	5,000	10,000	1,936
Bus/Shuttle Decorations	5,000	5,000	0	606
Other Promotions	86,300	66,300	20,000	8,159
Route Schedules & Information	126,200	126,200	0	68,101
Training, Travel & Meetings	6,000	6,000	0	0
Outside Services Subtotal	<u>\$272,700</u>	<u>\$222,700</u>	<u>\$50,000</u>	<u>\$80,968</u>
<i>Promotion & Information Subtotal</i>	<u><u>\$437,272</u></u>	<u><u>\$377,807</u></u>	<u><u>\$59,465</u></u>	<u><u>\$233,543</u></u>
<i>FARE REVENUE COLLECTION</i>				
Wages & Benefits				
Staff	\$108,288	\$106,148	\$2,140	\$108,575
FICA	9,787	9,596	192	8,409
Pension	12,794	12,544	251	12,192
Health	44,312	56,110	(11,799)	57,463
Sick Pay	3,331	3,286	46	4,972
Vacation Pay	9,326	9,143	183	12,125
Holiday Pay	4,663	4,572	91	4,499
Other Paid Leave	2,331	2,286	46	1,651
Unemployment Insurance	448	448	0	367
Wages & Benefits Subtotal	<u>\$195,281</u>	<u>\$204,133</u>	<u>(\$8,851)</u>	<u>\$210,254</u>
Outside Services				
Fare Processing	\$15,000	\$15,000	\$0	\$13,725
Farebox Parts & Repairs	38,000	38,000	0	45,177
Tickets, Tokens & Transfers	30,000	30,000	0	26,192
Outside Services Subtotal	<u>\$83,000</u>	<u>\$83,000</u>	<u>\$0</u>	<u>\$85,094</u>
<i>Fare Revenue Collection Subtotal</i>	<u><u>\$278,281</u></u>	<u><u>\$287,133</u></u>	<u><u>(\$8,851)</u></u>	<u><u>\$295,349</u></u>
<i>TOTAL PSNGR ACCOMMODATIONS</i>	<u><u><u>\$1,724,168</u></u></u>	<u><u><u>\$1,594,388</u></u></u>	<u><u><u>\$129,779</u></u></u>	<u><u><u>\$1,521,888</u></u></u>

General Overhead Detail Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	FY2015-16 Actual
<i>FINANCE</i>				
Staff	\$336,359	\$317,748	\$18,610	\$277,239
FICA	29,509	27,989	1,521	23,956
Pension	38,574	36,586	1,988	28,789
Health	58,939	83,303	(24,364)	78,968
Sick Pay	6,916	6,478	437	7,692
Vacation Pay	22,344	21,906	438	23,994
Holiday Pay	14,001	13,726	275	11,826
Other Paid Leave	6,125	6,005	120	2,455
Unemployment Insurance	1,008	1,008	0	771
Financial Audit Services	68,000	42,000	26,000	67,299
<i>Finance Subtotal</i>	<u>\$581,775</u>	<u>\$556,750</u>	<u>\$25,025</u>	<u>\$522,989</u>
<i>PERSONNEL</i>				
Staff	\$102,549	\$100,909	\$1,640	\$104,047
FICA	8,735	8,495	240	8,907
Pension	11,419	11,105	314	4,954
Health	26,353	35,191	(8,837)	22,634
Sick Pay	1,159	1,141	18	13,664
Vacation Pay	4,392	3,089	1,303	128
Holiday Pay	4,392	4,271	121	3,409
Other Paid Leave	2,196	2,135	60	1,531
Unemployment Insurance	336	336	0	378
<i>Personnel Subtotal</i>	<u>\$161,531</u>	<u>\$166,672</u>	<u>(\$5,141)</u>	<u>\$159,651</u>
<i>UTILITIES</i>				
Telephone & Data Communications	\$62,000	\$62,000	\$0	\$36,544
Power, Water & Refuse	150,000	150,000	0	150,341
Two-Way Radios	15,000	15,000	0	13,454
<i>Utilities Subtotal</i>	<u>\$227,000</u>	<u>\$227,000</u>	<u>\$0</u>	<u>\$200,338</u>
<i>OPERATING FACILITIES</i>				
<i>Wages & Benefits</i>				
Staff	\$57,022	\$55,898	\$1,123	\$53,584
FICA	4,921	4,825	96	4,711
Pension	6,433	6,307	126	6,218
Health	4,891	10,717	(5,826)	10,312
Sick Pay	872	861	11	2,498
Vacation Pay	3,711	3,638	73	4,279
Holiday Pay	2,474	2,426	48	2,128
Other Paid Leave	247	243	5	0
Unemployment Insurance	224	224	0	175
<i>Wages & Benefits Subtotal</i>	<u>\$80,795</u>	<u>\$85,138</u>	<u>(\$4,343)</u>	<u>\$83,906</u>

General Overhead Detail Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change	FY2015-16 Actual
<i>OPERATING FACILITIES (cont'd)</i>				
Service Vehicles				
Parts & Repairs	\$24,660	\$24,660	\$0	\$12,208
Fuel	50,000	50,000	0	42,561
Service Vehicles Subtotal	\$74,660	\$74,660	\$0	\$54,768
Buildings & Grounds				
Contract Maintenance	\$78,360	\$78,360	\$0	\$82,079
Overpass Site	7,500	7,500	0	1,760
B&G Repairs/Supplies	42,000	42,000	0	58,721
Property Insurance	51,352	51,352	0	47,852
Buildings & Grounds Subtotal	\$179,212	\$179,212	\$0	\$190,413
<i>Operating Facilities Subtotal</i>	<u>\$334,667</u>	<u>\$339,010</u>	<u>(\$4,343)</u>	<u>\$329,087</u>
<i>DISTRICT ADMINISTRATION</i>				
Wages & Benefits				
Staff	\$520,624	\$514,501	\$6,123	\$542,312
Bus Ad Revenue Placement	2,264	0	2,264	12,535
FICA	47,068	46,363	705	46,916
Pension	61,527	60,605	921	60,148
Health	91,524	130,879	(39,355)	143,264
Sick Pay	10,494	10,390	104	13,645
Vacation Pay	53,842	51,306	2,535	46,251
Holiday Pay	23,314	22,967	348	23,215
Other Paid Leave	6,994	6,890	104	6,429
Unemployment Insurance	1,456	1,456	0	1,765
Wages & Benefits Subtotal	\$819,106	\$845,357	(\$26,251)	\$896,478
Administrative Services				
Directors Fees	\$12,600	\$12,600	\$0	\$12,180
Public Officials Insurance	62,752	62,752	0	56,706
Legal Counsel	75,000	75,000	0	85,117
Pension Administration	2,700	2,700	0	(752)
Office Equipment Maintenance	164,048	164,048	0	167,748
Miscellaneous Services	97,398	97,398	0	175,815
Office & Computer Supplies	50,000	50,000	0	42,488
Dues & Subscriptions	50,000	50,000	0	46,048
Conferences, Meetings & Training	17,698	17,698	0	20,603
Employee Relations	18,500	18,500	0	18,321
Retiree Health Insurance	63,481	63,481	0	250,597
Mandated Fees & Permits	34,000	34,000	0	41,907
Bus Ad Revenue Program	10,375	10,375	0	1,130
Miscellaneous Expenses	25,000	25,000	0	17,211
Administrative Services Subtotal	\$683,552	\$683,552	\$0	\$935,119
<i>District Administration Subtotal</i>	<u>\$1,502,658</u>	<u>\$1,528,909</u>	<u>(\$26,251)</u>	<u>\$1,831,597</u>
TOTAL GENERAL OVERHEAD	<u><u>\$2,807,631</u></u>	<u><u>\$2,818,342</u></u>	<u><u>(\$10,710)</u></u>	<u><u>\$3,043,662</u></u>

Capital Project Detail Fiscal Year 2017-18

	Draft FY2017-18 Budget	Revised FY2016-17 Budget	Change
<i>REVENUE VEHICLE PURCHASES</i>			
40' Diesel Buses (10)	\$5,000,000	\$1,425,000	\$3,575,000
40' Electric Buses (4)	2,000,000	0	2,000,000
30' Electric Buses (8)	0	3,100,000	(3,100,000)
30' Electric Buses-Capital Lease (6)	0	2,329,000	(2,329,000)
Paratransit Vans for Easy Lift (2)	0	100,000	(100,000)
Subtotal	<u>\$7,000,000</u>	<u>\$6,954,000</u>	<u>\$46,000</u>
<i>REVENUE VEHICLE IMPROVEMENTS</i>			
Bus Refurbishing	\$100,000	\$100,000	\$0
Diesel Fleet Drivetrains	200,000	185,000	15,000
Lithium-Ion Battery Upgrades	0	100,000	(100,000)
EV Drivetrains & Chargers	0	40,000	(40,000)
Subtotal	<u>\$300,000</u>	<u>\$425,000</u>	<u>(\$125,000)</u>
<i>OPERATING FACILITIES</i>			
Canopy Improvements	\$0	\$733,000	(\$733,000)
Shop Structural & Roof Upgrades	0	225,000	(225,000)
Charging Infrastructure Upgrades	0	160,000	(160,000)
Operating Facilities Allowance	75,000	50,000	25,000
Calle Real Development	100,000	100,000	0
Subtotal	<u>\$175,000</u>	<u>\$1,268,000</u>	<u>(\$1,093,000)</u>
<i>PASSENGER FACILITIES</i>			
TC Renovation Project	\$300,000	\$1,900,000	(\$1,600,000)
Bus Stop Upgrades	75,000	580,000	(505,000)
Subtotal	<u>\$375,000</u>	<u>\$2,480,000</u>	<u>(\$2,105,000)</u>
<i>INTELLIGENT TRANSPORTATION SYSTEMS</i>			
AVL Project (AIM)	\$150,000	\$2,150,000	(\$2,000,000)
Advanced Fare Collection System	0	1,000,000	(1,000,000)
Smartcard Project	150,000	985,000	(835,000)
Subtotal	<u>\$300,000</u>	<u>\$4,135,000</u>	<u>(\$3,835,000)</u>
<i>INFORMATION SYSTEMS</i>			
Fuel & Mileage Monitoring System	\$0	\$75,000	(\$75,000)
Software Systems Allowance	150,000	35,000	115,000
IT Infrastructure Allowance	50,000	75,000	(25,000)
Subtotal	<u>\$200,000</u>	<u>\$185,000</u>	<u>\$15,000</u>
<i>OTHER EQUIPMENT</i>			
Shop Equipment Allowance	\$75,000	\$75,000	\$0
Service Vehicles	200,000	100,000	100,000
Fare Collection & Radio Allowance	25,000	75,000	(50,000)
Office Furniture Allowance	25,000	25,000	0
Subtotal	<u>\$325,000</u>	<u>\$275,000</u>	<u>\$50,000</u>
Total Capital Projects	<u>\$8,675,000</u>	<u>\$15,722,000</u>	<u>(\$7,047,000)</u>