



Meeting Date: March 27, 2019

Agenda Item: # 9

AGENDA SUMMARY REPORT

SUBJECT:

Preliminary Fiscal Year 2019-2020 Budget

SUMMARY:

The MTA Finance Committee met on March 18, 2018 to review and discuss the Fiscal Year 2019-2020 Preliminary Budget.

The Finance Committee recommended the following changes to the preliminary budget: header corrections and additional columns to reflect revenues from operations and revenues from other sources.

With the above-mentioned changes, the Finance Committee recommended the Fiscal Year 2019-2020 Preliminary Budget be presented to the full Board for approval.

Ratify MTA Finance Committee Recommendation to Approve Preliminary Fiscal Year 2019-2020 Budget

ATTACHMENTS:

MTA Fiscal Year 2019-2020 Preliminary Budget

MENDOCINO TRANSIT AUTHORITY 2018/19 BUDGET W/ LINE ITEM BREAKDOWN							MTA 2019-2020 PROPOSED	
ACCOUNT	TITLE	2017-18 BUDGET	FY 2017-18 PROJECTED YEAR END	FY 2018-19 FINAL BUDGET	% CHANGE	ADDITIONAL INFORMATION	2019-2020 Proposed	ADDITIONAL INFORMATION
OPERATING								
50010 LABOR								
50100	Operators Wages - Fixed Route - Inland	\$2,192,291.00	\$610,000.00	\$653,650.00	7.00%	7% COLA Increase as per CBA	\$683,064.25	4.5% Increase SF CPI
50125	Operators Wages - Fixed Route - Fort Bragg		\$234,000.00	\$250,380.00	7.00%	" " "	\$261,647.10	4.5% Increase SF CPI
50175	Operators Wages - South Coast		\$144,000.00	\$154,080.00	7.00%	" " "	\$161,013.60	4.5% Increase SF CPI
50200	Operators Wages - DAR - Inland		\$116,990.00	\$125,180.00	7.00%	" " "	\$130,813.10	4.5% Increase SF CPI
50225	Operators Wages - DAR - Fort Bragg		\$92,000.00	\$98,440.00	7.00%	" " "	\$102,869.80	4.5% Increase SF CPI
50250	Operations - Dispatch		\$98,000.00	\$112,000.00	7.00%		\$117,040.00	4.5% Increase SF CPI
50300	Maintenance & Facilities Salaries & Wages		\$331,596.00	\$354,808.00	7.00%	" " "	\$370,774.36	4.5% Increase SF CPI
50400	Administrative Salaries		\$475,000.00	\$508,250.00	7.00%	7% COLA , Fill Vacant OPS Manager	\$531,121.25	4.5% Increase SF CPI
50500	Administrative Staff		\$119,808.00	\$128,194.56	7.00%	" " "	\$133,963.32	4.5% Increase SF CPI
	FY17-18 Wages-Vac/Sick/Hol	\$358,722.00						
	TOTAL SALARIES	\$2,551,013.00	\$2,221,394.00	\$2,384,982.56			\$2,492,306.78	

51000 BENEFITS								
51100	FICA/Medicare		\$26,480.00	\$28,500.00			\$29,782.50	
51125	Pension Plan (CalPERS)	\$269,992.00	\$157,875.00	\$170,000.00			\$177,650.00	
51150	CalPERS Unfunded Liability		\$51,000.00	\$54,500.00			\$56,952.50	
51175	ICMA Retirement Plan		\$5,830.00	\$6,250.00			\$6,531.25	
51200	Medical Plan	\$590,345.00	\$580,000.00	\$600,240.00		Premium Increase	\$627,250.80	
51260	Dental Plan- FSA - COBRA Admin		\$31,500.00	\$40,000.00			\$41,800.00	
51300	Vision Plan		\$3,175.00	\$3,300.00			\$3,448.50	
51325	Life Insurance		\$7,470.00	\$7,500.00			\$7,837.50	
51350	457 MTA Match		\$4,468.00	\$4,800.00			\$5,016.00	
51375	Worker's Compensation Insurance	\$203,103.00	\$179,500.00	\$147,729.00			\$154,376.81	
51450	Unemployment Insurance		\$10,127.00	\$15,000.00			\$15,675.00	
51600	Uniforms & Work Clothing Allowances	\$14,800.00	\$14,800.00	\$19,000.00			\$19,855.00	
51650	Air Med Services (REACH)		\$3,025.00	\$3,250.00			\$3,396.25	
51675	Misc .		\$8,000.00	\$5,000.00			\$5,225.00	
	FY 17-18 Payroll Taxes	\$73,023.00						
	TOTAL EMPLOYEE BENEFITS	\$1,078,240.00	\$1,083,250.00	\$1,105,069.00			\$1,154,797.11	

ACCOUNT	TITLE	2017-2018 BUDGET	FY 2017-18 PROJECTED ACTUAL YEAR END	FY 2018-19 PROPOSED PRELIMINARY BUDGET	% CHANGE	ADDITIONAL INFORMATION	2019-2020 Proposed	ADDITIONAL INFORMATION
52000	SERVICE/USER FEES							
52100	Vehicle Technical Services (outsourcing)		\$1,800.00	\$2,500.00			\$2,612.50	
52125	Towing		\$730.00	\$2,500.00			\$2,612.50	
52150	Property Maintenance Services	\$26,890.00	\$2,250	\$4,000.00		Fire Extinguishers, Hazardous Waste, Exterminator	\$4,180.00	
52170	Contract IT Services		\$14,500.00	\$30,000.00		Two-years paid through TSSDRA Grant	\$31,350.00	
52250	Legal Counsel		\$15,100.00	\$20,000.00			\$20,900.00	
52275	Purchased Transportation (Willits DAR)	\$1,800.00	\$2,500.00	\$3,500.00			\$3,657.50	
52300	Marketing	\$125,086.00	\$37,025.00	\$52,000.00			\$54,340.00	
52325	Advertising, Legal Notices		\$28,500.00	\$35,000.00			\$36,575.00	
52400	Software Maintenance Fees		\$15,450.00	\$6,000.00		RTA, Cummins, Snap-On, Trillium	\$6,270.00	
52420	Drug and Alcohol Services		\$6,300.00	\$9,000.00			\$9,405.00	
52500	Facility Security System		\$1,300.00	\$7,000.00		Program to I.D. entry	\$7,315.00	
52550	Accident / Incident Payables		\$4,865.60	\$12,000.00			\$12,540.00	
52600	Professional & Technical Services		\$37,500.00	\$40,000.00		Egometrics, Price Waterman, Quickbooks Expert, Fisher Wireless	\$41,800.00	
	Outside Labor	\$120,032.00						
	TOTAL SERVICES / USER FEES	\$273,808.00	\$167,820.60	\$223,500.00	75.09%		\$233,557.50	

53000	MATERIALS & SUPPLIES CONSUMED							
53100	Fuel	\$348,075.00	\$330,000.00	\$375,000.00		Unstable Market 6% increase	\$391,875.00	
53150	Tires	\$27,552.00	\$26,500.00	\$27,300.00		3% inc.	\$28,528.50	
53200	Lubrication	\$10,925.00	\$7,500.00	\$10,500.00			\$10,972.50	
53250	Tools	\$3,000.00	\$3,000.00	\$3,500.00			\$3,657.50	
53300	Vehicle Maintenance & Repair Parts	\$31,226.00	\$45,000.00	\$65,000.00		15% increase, no credit card receipts/aging fleet	\$67,925.00	
53325	Expense Parts	\$2,400.00	\$2,400.00	\$3,000.00			\$3,135.00	
53350	Shop Supplies (consumables)	\$3,000.00	\$4,000.00	\$6,000.00			\$6,270.00	
53400	Vehicle Accessories	\$0.00	\$500.00	\$1,000.00			\$1,045.00	
53450	Facilities Maintenance & Repair Parts	\$11,350.00	\$20,175.00	\$23,500.00			\$24,557.50	
53550	Office Supplies	\$13,900.00	\$14,500.00	\$19,500.00			\$20,377.50	
53670	Computer Programs & Supplies			\$10,000.00			\$10,450.00	
53650	Printing (Schedules, brochures)		\$15,000.00	\$17,000.00			\$17,765.00	
53700	Safety & Emergency Supplies	\$0.00		\$2,500.00			\$2,612.50	
53750	Other Materials & Supplies	\$5,710.00	\$7,500.00	\$8,500.00			\$8,882.50	
	TOTAL MATERIALS & SUPPLIES	\$457,138.00	\$476,075.00	\$572,300.00			\$598,053.50	

54000	UTILITIES							
54100	MTA Base: Water, Sewer & Solid Waste	\$20,436.00	\$18,643.00	\$20,000.00		Costs as per actuals	\$20,900.00	
54125	FB Base: Water, Sewer & Solid Waste, Propane		\$4,030.00	\$4,500.00			\$4,702.50	
54150	Willits Base: Water, Sewer & Solid Waste		\$1,610.00	\$2,000.00			\$2,090.00	
54200	PG&E: Ukiah, Fort Bragg, Willits		\$8,050.00	\$9,000.00			\$9,405.00	
54300	TPX: Ukiah Phones/Internet		\$26,500.00	\$19,775.00		Change to Fiber Optic	\$20,664.88	
54325	Comcast: Fort Bragg Phones/Internet	\$33,670.00	\$2,550.00	\$3,000.00		" " " "	\$3,135.00	
54350	SEAKAY: South Coast Telephone/Internet		\$1,020.00	\$1,500.00		" " " "	\$1,567.50	
54400	Verizon: Admin/OPS Cellular		\$10,745.00	\$13,000.00			\$13,585.00	
	TOTAL UTILITIES	\$54,106.00	\$73,148.00	\$72,775.00			\$76,049.88	

56000	VEHICLE, CASUALTY & LIABILITY COSTS							
56100	Premiums for Liability & Property Dam.Risk Ins.		\$330,860.00	\$350,000.00		CalTIP, Garage Keepers, ERMA - Mackey	\$365,750.00	
	TOTAL CASUALTY & LIABILITY COSTS		\$330,860.00	\$350,000.00			\$365,750.00	

ACCOUNT	TITLE	2017-2018 BUDGET	FY 2017-18 PROJECTED ACTUAL YEAR END	FY 2018-19 PROPOSED PRELIMINARY BUDGET	% CHANGE	ADDITIONAL INFORMATION	2019-2020 Proposed	ADDITIONAL INFORMATION
57000	TAXES							
57100	Taxes - State Board of Equalization		\$40,000.00	\$35,000.00			\$36,575.00	
57200	Vehicle Licensing & Registration Fees							
57200	Other Licensing Fees & Taxes		\$4,000.00	\$5,000.00			\$5,225.00	
	TOTAL TAXES	\$0.00	\$44,000.00	\$40,000.00			\$41,800.00	

ACCOUNT	TITLE	2017-2018 BUDGET	FY 2017-18 PROJECTED ACTUAL YEAR END	FY 2018-19 PROPOSED PRELIMINARY BUDGET	% CHANGE	ADDITIONAL INFORMATION	2019-2020 Proposed	ADDITIONAL INFORMATION
58000	MISCELLANEOUS							
58050	Dues & Subscriptions	\$7,125.00	\$6,785.00	\$7,000.00		Cal-ACT, CTA, Chamber, UDJ, etc.	\$7,315.00	
58200	Travel	\$21,300.00	\$2,400.00	\$7,000.00			\$7,315.00	
58225	Board Expenses	\$5,550.00	\$5,200.00	\$7,000.00			\$7,315.00	
58300	Safety Program (Awards-Banquets-Employee Incent.)		\$6,250.00	\$6,500.00			\$6,792.50	
58400	Training (Classes, Seminars & Materials)	\$5,900.00	\$3,650.00	\$5,000.00			\$5,225.00	
58450	CDL and DOT Physical Expenses		\$725.00	\$2,000.00			\$2,090.00	
58600	Other Miscellaneous	\$5,710.00	\$2,700.00	\$7,000.00		Culligan, Alhambra, Mic.	\$7,315.00	
	TOTAL MISCELLANEOUS	\$45,585.00	\$27,710.00	\$41,500.00			\$43,367.50	

ACCOUNT	TITLE	2017-2018 BUDGET	FY 2017-18 PROJECTED ACTUAL YEAR END	FY 2018-19 PROPOSED PRELIMINARY BUDGET	% CHANGE	ADDITIONAL INFORMATION	2019-2020 Proposed	ADDITIONAL INFORMATION
59000	LEASES & RENTALS							
59100	Leases and Rentals	\$26,353.00	\$9,820.00	\$19,000.00		Copier, SC Parking, Pitney Bowes, Fire Dist., Willits	\$19,855.00	
	TOTAL LEASES & RENTALS	\$26,353.00	\$9,820.00	\$19,000.00			\$19,855.00	
	TOTAL OPERATING EXPENDITURES	\$4,486,243.00	\$4,434,077.60	\$4,809,126.56			\$5,025,537.26	

OPERATING REVENUE

ACCOUNT	TITLE	2017-18 BUDGET	FY 2017-18 PROJECTED YEAR END	FY 2018-19 PRELIMINARY BUDGET	% CHANGE	ADDITIONAL INFORMATION	2019-2020 Proposed	ADDITIONAL INFORMATION
41000	OPERATING REVENUE							
41100	Fixed Route Farebox Revenue	\$677,808.00	\$670,000.00	\$670,000.00			\$670,000.00	
41200	Dial-A-Ride Farebox Revenue							
41300	Redwood Coast Regional Center	\$65,000.00	\$60,000.00	\$65,000.00			\$65,000.00	
41400	Sonoma County Contract	\$172,000.00	\$172,000.00	\$172,000.00			\$172,000.00	
41500	Charters	\$25,226.00	\$5,500.00	\$0.00			\$0.00	
	TOTAL OPERATING REVENUES	\$940,034.00	\$907,500.00	\$907,000.00			\$907,000.00	

ACCOUNT	TITLE	2017-18 BUDGET	FY 2017-18 PROJECTED YEAR END	FY 2018-19 PRELIMINARY BUDGET	% CHANGE	ADDITIONAL INFORMATION	2019-2020 Proposed	ADDITIONAL INFORMATION
42000	NON-OPERATING REVENUES							
42100	Local Transportation Fund (LTF)	\$2,549,563.00	\$2,549,563.00	\$2,661,288.00			\$2,909,871.00	
42150	State Transit Assistance	\$175,000.00	\$175,000.00	\$300,000.00			\$946,179.00	
42200	5310 Operating Assistance			\$65,000.00			\$165,000.00	
42300	5311 Operating Assistance	\$469,217.00	\$469,217.00	\$592,141.00			\$484,742.00	
42400	5311(f) Operating Assistance	\$255,107.00	\$255,107.00	\$122,000.00				
42450	TSSDRA (Cal-OES Grant)			\$30,000.00				
42500	Advertising Contract	\$75,000.00	\$85,000.00	\$120,000.00			\$120,000.00	\$90,298 in 2017/18
42600	Ag Van Leases	\$0.00	\$30,000.00	\$10,000.00			\$10,000.00	
42625	Senior Center Administration	\$26,500.00	\$26,500.00	\$26,500.00			\$26,500.00	
42650	Maintenance Labor Revenue	\$30,000.00	\$29,000.00	\$25,000.00			\$25,000.00	
42800	RTAP			\$2,000.00			\$2,000.00	
42900	Investment (Interest) Income						\$15,000.00	\$15,150 in 2017/18
44000	Other - Fuel Rebates, etc.	\$800.00		\$800.00			\$800.00	
	TOTAL NON-OPERATING REVENUE	\$3,581,187.00	\$3,619,387.00	\$3,954,729.00			\$4,705,092.00	

	TOTAL OPERATING REVENUE	\$4,521,221.00	\$4,526,887.00	\$4,861,729.00			\$5,612,092.00	
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Reserve Account(s) Allocation

\$670,000.00

Revenue after transfer to reserve	\$4,521,221.00	\$4,526,887.00	\$4,861,729.00		\$4,942,092.00
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