



Meeting Date: June 26, 2019

Agenda Item: # 17

AGENDA SUMMARY REPORT

SUBJECT:

Resolution 2019-11 Adopting Fiscal Year 2019-2020 Operating and Capital Budgets

SUMMARY:

The FY 2019/20 Operating Budget is in the new QuickBooks format style. This budget methodology more clearly defines cost centers for department heads to ensure integrity of the budget for the next fiscal year. Unlike the previous budget methodology which was based on a complex series of spreadsheet formulary this budget as presented is actual cost projection.

Expenses

Wages and Staffing:

The largest expenditure in the MTA budget is salaries and wages. This is a negotiation year, so MTA has incorporated percentage increases into this budget. This fiscal year also includes the addition of a full-time Maintenance Specialist and fills the one remaining Operations Day Supervisor, bringing MTA to just one administrative position left unfilled. Although MTA could hire a part-time Executive Assistant, it would reduce the first-year reserve accounts funding. MTA will reconsider the Executive Assistant in FY2020/21.

Benefits:

Blue Shield, our medical insurance provider has a 10% increase in health care premiums. MTA is still contracting with Arrow Benefits group for dental and the health care benefit plan to reduce staff workload and delay of reimbursements to employees. CalPERS has increased the unfunded liability payment from approximately \$58,000 in FY 18/19 to \$113,000 for combined Classic and PEPRA and 8% in retirement contributions. This increases MTA's overall benefit costs by 12.3%.

Service and User Fees

This section details professional services paid to outside vendors with only a 3.1% increase over FY 18/19

Materials and Supplies Consumed

Maintenance fuel, lube, tires, repair parts, facilities maintenance, office supplies and printing are categorized under Materials and Supplies Consumed. FY19/20 projections have increased by 13.7% over FY18/19 due to a projected significant spike in fuel costs and associated cost increases to associated petroleum products.

Utilities

Speaks for itself, however, now shows the cost breakdowns by locale. Projected costs reflect a 4.2% increase.

Vehicle, Casualty & Liability Costs, Taxes, Miscellaneous and Leases and Rentals

Again, are self-explanatory and show a more detailed tracking of costs.

Miscellaneous

Due to FTA regulation change from 25% to 50% mandatory safety-sensitive employee random drug and alcohol testing requirements, MTA is looking at a 10.6% increase in projected costs.

Funding Sources

Federal:

- 5310 Elderly Disabled: Provides operating funding for Mobility Management functions such as the Mobility Manager, printing, advertising and marketing.
- 5311(f) Intercity: Provides funding for routes that connect rural communities to intercity Greyhound depots.
- 5311 Discretionary: Option for both Operating and Capital projects. MTA utilizes all 5311 Discretionary funds for Operations.

State:

- Cap & Trade: Can be utilized for both operating or capital. However, usage is restricted only to projects that expand or increase revenue service. MTA utilizes these funds to provide free transportation to enrolled Mendocino College Students in the amount of \$110,000 for this program's final year.
- Local Transportation Funds (LTF): Sales tax collected within Mendocino County for public transportation. FY18-19 estimated revenues have increased by 5.4%.
- State Transit Assistance (STA): Gas Tax Funds designated to public transportation for both operating and capital expenditures. MTA will be receiving \$946,179 which are all being claimed for operations to allow for non TDA funds to be utilized to begin funding of the MTA Operating Reserve and the MTA CalPERS Liability Reserve.

Local:

- Farebox Revenues: With increased ridership MTA is projecting a 2.9% increase in fares.
- Redwood Coast Regional Center: Contracted service provided to the Redwood Coast Regional Center.
- Sonoma Contract: Contracted service to provide service from the South Coast through Sonoma County to Santa Rosa.
- Advertising Contract: Funds received from MTA sub-contractor for advertising on MTA buses and shelters.
- AG Van Leases: MTA has leased all 5 of its 15-passenger vans to a private company to transport farm workers.
- Maintenance Revenues: Funds received from senior centers, Veterans and other agencies for vehicle maintenance.

Conclusion

MTA staff is presenting to the Board of Directors a balanced budget for FY19/20. Total Operating Expenditures are projected at \$5,401,632 with an additional reserve account funding of \$800,000 bringing the total budget cost to \$6,201,632. Total Operating Revenues are solid at an estimated \$6,201,632. Operating Revenues are 8% more than FY18/19 and Operating Expenses have increased 8.1% over FY18/19, allowable by the Transit Development Act of California.

STAFF RECOMMENDATION:

Adopt Resolution 2019-11 Adopting the Fiscal Year 2019-2020 MTA Operating and Capital Budgets

MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2019-11
ADOPTION OF FISCAL YEAR 2019-2020
OPERATING AND CAPITAL BUDGETS

WHEREAS, MTA policy calls for the adoption of annual balanced budgets; and

WHEREAS, the MTA Finance Committee met and reviewed a Draft Operating and Capital Budgets on June 14, 2019; and

WHEREAS, funds required to balance the budgets are adequate, with the use of State Transit Assistance and Operating Reserves; and

WHEREAS, staff has prepared, and the Board of Directors has reviewed, all details of those budgets.

NOW, THEREFORE, BE IT RESOLVED that the MTA Board of Directors hereby Adopts the Final Fiscal Year 2019-2020 Operating and Capital Budgets presented to the Board on June 26, 2019, as may be revised at the meeting.

Adoption of this Resolution was moved by Director _____ and Seconded by Director _____ at a regular meeting of the MTA Board of Directors on June 26, 2019 by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

James W. Mastin, Chairman

Carla A. Meyer, General Manager

MENDOCINO TRANSIT AUTHORITY 2018/19 BUDGET W/ LINE ITEM BREAKDOWN	MTA 2019-2020 FINAL
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ACCOUNT	TITLE	FY 2018-19 FINAL BUDGET	FY 2018-19 PROJ Year-End	2019-2020 FINAL	ADDITIONAL INFORMATION
OPERATING					
50010	LABOR				
50100	Operators Wages - Fixed Route - Inland	\$653,650.00	\$673,000.00	\$685,000.00	
50125	Operators Wages - Fixed Route - Fort Bragg	\$250,380.00	\$257,890.00	\$350,000.00	Potential Additional driver
50175	Operators Wages - South Coast	\$154,080.00	\$158,702.00	\$162,000.00	
50200	Operators Wages - DAR - Inland	\$125,180.00	\$128,935.00	\$143,000.00	
50225	Operators Wages - DAR - Fort Bragg	\$98,440.00	\$101,393.00	\$103,000.00	
50250	Operations - Dispatch	\$112,000.00	\$115,360.00	\$165,682.00	Potential Additional Dispatcher
50300	Maintenance & Facilities Salaries & Wages	\$354,808.00	\$365,452.00	\$372,000.00	
50400	Administrative Salaries	\$508,250.00	\$523,497.50	\$532,000.00	
50500	Administrative Staff	\$128,194.56	\$132,040.40	\$198,000.00	Addition of F/T Maintenance Specialist
	TOTAL SALARIES	\$2,384,982.56	\$2,456,269.90	\$2,710,682.00	

51000	BENEFITS				
51100	FICA/Medicare	\$28,500.00	\$28,500.00	\$31,000.00	
51125	Pension Plan (CalPERS)	\$170,000.00	\$170,000.00	\$192,000.00	Calpers increase for Classic and Pepra Plans
51150	CalPERS Unfunded Liability	\$54,500.00	\$54,500.00	\$113,000.00	As defined by CalPERS Actuarial for this FY
51175	ICMA Retirement Plan	\$6,250.00	\$6,250.00	\$6,200.00	
51200	Medical Plan	\$600,240.00	\$600,240.00	\$662,000.00	10% increase in premiums
51260	Dental Plan- FSA - COBRA Admin	\$40,000.00	\$40,000.00	\$41,000.00	
51300	Vision Plan	\$3,300.00	\$3,300.00	\$3,500.00	
51325	Life Insurance	\$7,500.00	\$7,500.00	\$8,000.00	
51350	457 MTA Match	\$4,800.00	\$4,800.00	\$10,500.00	
51375	Worker's Compensation Insurance	\$147,729.00	\$149,000.00	\$152,000.00	
51450	Unemployment Insurance	\$15,000.00	\$15,000.00	\$15,000.00	
51600	Uniforms & Work Clothing Allowances	\$19,000.00	\$19,000.00	\$19,000.00	
51650	Air Med Services (REACH)	\$3,250.00	\$3,250.00	\$3,300.00	
51675	Misc .	\$5,000.00	\$5,000.00	\$5,500.00	
	FY 17-18 Payroll Taxes				
	TOTAL EMPLOYEE BENEFITS	\$1,105,069.00	\$1,106,340.00	\$1,262,000.00	12.3% increase over FY18/19

MENDOCINO TRANSIT AUTHORITY 2018/19 BUDGET W/ LINE ITEM BREAKDOWN	MTA 2019-2020 FINAL
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ACCOUNT	TITLE	FY 2018-19 FINAL BUDGET	FY 2018-19 PROJ Year-End	2019-2020 FINAL	ADDITIONAL INFORMATION
52000	SERVICE/USER FEES				
52100	Vehicle Technical Services (outsourcing)	\$2,500.00	\$2,500.00	\$2,700.00	
52125	Towing	\$2,500.00	\$2,500.00	\$2,700.00	
52150	Property Maintenance Services	\$4,000.00	\$4,000.00	\$4,500.00	
52170	Contract IT Services	\$30,000.00	\$30,000.00	\$32,500.00	
52250	Legal Counsel	\$20,000.00	\$20,000.00	\$21,000.00	
52275	Purchased Transportation (Willits DAR)	\$3,500.00	\$3,500.00	\$900.00	
52300	Marketing	\$52,000.00	\$52,000.00	\$32,000.00	
52325	Advertising, Legal Notices	\$35,000.00	\$35,000.00	\$35,000.00	
52400	Software Maintenance Fees	\$6,000.00	\$6,000.00	\$3,250.00	
52420	Drug and Alcohol Services	\$9,000.00	\$9,000.00	\$12,000.00	
52500	Facility Security System	\$7,000.00	\$7,000.00	\$7,200.00	
52550	Accident / Incident Payables	\$12,000.00	\$12,000.00	\$12,000.00	
52600	Professional & Technical Services	\$40,000.00	\$40,000.00	\$65,000.00	
	Outside Labor				
	TOTAL SERVICES / USER FEES	\$223,500.00	\$223,500.00	\$230,750.00	3.1% increase over FY18/19

53000	MATERIALS & SUPPLIES CONSUMED				
53100	Fuel	\$375,000.00	\$375,000.00	\$450,000.00	
53150	Tires	\$27,300.00	\$27,300.00	\$30,000.00	
53200	Lubrication	\$10,500.00	\$10,500.00	\$11,000.00	
53250	Tools	\$3,500.00	\$3,500.00	\$3,500.00	
53300	Vehicle Maintenance & Repair Parts	\$65,000.00	\$50,000.00	\$53,000.00	
53325	Expense Parts	\$3,000.00	\$3,000.00	\$3,100.00	
53350	Shop Supplies (consumables)	\$6,000.00	\$6,000.00	\$7,250.00	
53400	Vehicle Accessories	\$1,000.00	\$1,000.00	\$1,200.00	
53450	Facilities Maintenance & Repair Parts	\$23,500.00	\$23,500.00	\$25,000.00	
53550	Office Supplies	\$19,500.00	\$19,500.00	\$21,000.00	
53670	Computer Programs & Supplies	\$10,000.00	\$10,000.00	\$12,000.00	
53650	Printing (Schedules, brochures)	\$17,000.00	\$17,000.00	\$17,500.00	
53700	Safety & Emergency Supplies	\$2,500.00	\$2,500.00	\$2,500.00	
53750	Other Materials & Supplies	\$8,500.00	\$8,500.00	\$8,500.00	
	TOTAL MATERIALS & SUPPLIES	\$572,300.00	\$557,300.00	\$645,550.00	13.7 increase over FY18/19

54000	UTILITIES				
54100	MTA Base: Water, Sewer & Solid Waste	\$20,000.00	\$20,000.00	\$20,900.00	
54125	FB Base: Water, Sewer & Solid Waste, Propane	\$4,500.00	\$4,500.00	\$4,800.00	
54150	Willits Base: Water, Sewer & Solid Waste	\$2,000.00	\$2,000.00	\$2,100.00	
54200	PG&E: Ukiah, Fort Bragg, Willits	\$9,000.00	\$9,000.00	\$9,500.00	
54300	TPX: Ukiah Phones/Internet	\$19,775.00	\$19,775.00	\$20,500.00	
54325	Comcast: Fort Bragg Phones/Internet	\$3,000.00	\$3,000.00	\$3,100.00	
54350	SEAKAY: South Coast Telephone/Internet	\$1,500.00	\$1,500.00	\$1,600.00	
54400	Verizon: Admin/OPS Cellular	\$13,000.00	\$13,000.00	\$13,500.00	
	TOTAL UTILITIES	\$72,775.00	\$72,775.00	\$76,000.00	4.2% increase over FY18/19

MENDOCINO TRANSIT AUTHORITY 2018/19 BUDGET W/ LINE ITEM BREAKDOWN	MTA 2019-2020 FINAL
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ACCOUNT	TITLE	FY 2018-19 FINAL BUDGET	FY 2018-19 PROJ Year-End	2019-2020 FINAL	ADDITIONAL INFORMATION
56000	VEHICLE, CASUALTY & LIABILITY COSTS				
56100	Premiums for Liability & Property Dam.Risk Ins.	\$350,000.00	\$350,000.00	\$370,000.00	
	TOTAL CASUALTY & LIABILITY COSTS	\$350,000.00	\$350,000.00	\$370,000.00	Projected 5.4% increase in premiums

ACCOUNT	TITLE	FY 2018-19 PROPOSED PRELIMINARY BUDGET	FY 2018-19 PROJ Year-End	2019-2020 FINAL	ADDITIONAL INFORMATION
57000	TAXES				
57100	Taxes - State Board of Equalization	\$35,000.00	\$35,000.00	\$36,575.00	
57200	Vehicle Licensing & Registration Fees				
57200	Other Licensing Fees & Taxes	\$5,000.00	\$5,000.00	\$5,225.00	
	TOTAL TAXES	\$40,000.00	\$40,000.00	\$41,800.00	4.3% increase over FY 18/19

58000	MISCELLANEOUS				
58050	Dues & Subscriptions	\$7,000.00	\$7,000.00	\$7,300.00	
58200	Travel	\$7,000.00	\$10,000.00	\$7,500.00	
58225	Board Expenses	\$7,000.00	\$5,000.00	\$7,300.00	
58300	Safety Program (Awards-Banquets-Employee Incent.)	\$6,500.00	\$5,000.00	\$6,500.00	
58400	Training (Classes, Seminars & Materials)	\$5,000.00	\$5,000.00	\$5,250.00	
58450	CDL and DOT Physical Expenses	\$2,000.00	\$2,000.00	\$4,500.00	FTA requirement of 50% annual drug testing
58600	Other Miscellaneous	\$7,000.00	\$7,000.00	\$7,500.00	
	TOTAL MISCELLANEOUS	\$41,500.00	\$41,000.00	\$45,850.00	10.6% increase over FY18/19

59000	LEASES & RENTALS				
59100	Leases and Rentals	\$19,000.00	\$19,000.00	\$19,000.00	
	TOTAL LEASES & RENTALS	\$19,000.00	\$19,000.00	\$19,000.00	No Change
59200	RESERVE ACCOUNTS				
59225	Operating Reserve			\$500,000.00	From non-LTF revenues
59250	CalPers Liability Reserve			\$300,000.00	From non-LTF revenues
	TOTAL RESERVE TRANSFER			\$800,000.00	
	TOTAL OPERATING EXPENDITURES	\$4,809,126.56	\$4,866,184.90	\$6,201,632.00	8.1%

\$5,401,632.00

MENDOCINO TRANSIT AUTHORITY 2018/19 BUDGET W/ LINE ITEM BREAKDOWN			MTA 2019-2020 FINAL		
ACCOUNT	TITLE	FY 2018-19 FINAL BUDGET	FY 2018-19 PROJ Year-End	2019-2020 FINAL	ADDITIONAL INFORMATION

OPERATING REVENUE		FY 2018-19 FINAL BUDGET	FY 2018-19 PROJ Year-End	2019-2020 FINAL	
ACCOUNT	OPERATING REVENUE				
41000	REVENUES FROM OPERATING				
41100	Fixed Route Farebox Revenue	\$670,000.00	\$670,000.00	\$690,000.00	
41200	Dial-A-Ride Farebox Revenue				
41300	Redwood Coast Regional Center	\$65,000.00	\$65,000.00	\$65,000.00	
41400	Sonoma County Contract	\$172,000.00	\$172,000.00	\$172,000.00	
	TOTAL OPERATING REVENUES	\$907,000.00	\$907,000.00	\$927,000.00	2.9% increase

42000	REVENUES FROM OTHER SOURCES				
42100	Local Transportation Fund (LTF)	\$2,661,288.00	\$2,661,288.00	\$3,025,911.00	
42150	State Transit Assistance	\$300,000.00	\$300,000.00	\$946,179.00	
42200	5310 Operating Assistance	\$65,000.00	\$65,000.00	\$225,000.00	
42300	5311 Operating Assistance	\$592,141.00	\$592,141.00	\$484,742.00	
42400	5311(f) Operating Assistance	\$122,000.00	\$122,000.00	\$300,000.00	
42425	LCTOP Cap and Trade	\$82,878.00	\$82,878.00	\$110,000.00	
42500	Advertising Contract	\$120,000.00	\$120,000.00	\$120,000.00	
42600	Ag Van Leases	\$10,000.00	\$10,000.00	\$20,000.00	
42625	Senior Center Administration	\$26,500.00	\$26,500.00		
42650	Maintenance Labor Revenue	\$25,000.00	\$25,000.00	\$25,000.00	
42800	RTAP	\$2,000.00	\$2,000.00	\$2,000.00	
42900	Investment (Interest) Income			\$15,000.00	
44000	Other - Fuel Rebates, etc.	\$800.00	\$800.00	\$800.00	
	TOTAL REVENUES FROM OTHER SOURCES	\$3,954,729.00	\$4,007,607.00	\$5,274,632.00	20.8% increase in revenues

	TOTAL OPERATING REVENUE	\$4,861,729.00	\$4,914,607.00	\$6,201,632.00	8% overall increase in operating revenues minus reserve funding
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Effective 07/01/2018

**Mendocino Transit Authority
 2018/19 WAGE & STAFFING TABLE**

APPENDIX A - REPRESENTED

Job Title	Step A	Step B	Step C	Step D	Step E	Step F
MAINTENANCE						
Mechanic	25.54	26.81	28.15	29.56	31.04	32.59
Lead Mechanic	28.09	29.50	30.97	32.52	34.14	35.86
Mechanics Helper	19.73	20.73	21.75	22.84	23.99	25.19
Shelter Maintenance Cleaner	16.98	17.83	18.71	19.66	20.64	21.67
Cleaner	14.20	14.91	15.64	16.44	17.25	18.12

Job Title	Step A	Step B	Step C	Step D	Step E	Step F
OPERATIONS						
Dispatchers	18.75	19.69	20.67	21.70	22.79	23.93
Dispatchers - Bilingual	20.18	21.19	22.25	23.36	24.52	25.75

Job Title	Step A	Step B	Step C	Step D	Step E	Step F
DRIVERS						
Transit Vehicle Operators	17.86	18.75	19.69	20.67	21.71	22.79
Driver Trainer	19.61	20.59	21.62	22.71	23.84	25.03
Driver in Training	\$15.00 per hour until solo					

APPENDIX A - NON-REPRESENTED

Job Title	Step A	Step B	Step C	Step D	Step E	Step F
ADMINISTRATION						
(1) General Manager	101,404.97	-----by contract-----				129,422.92
(1) Chief Fiscal Officer	33.45	35.13	36.89	38.73	40.66	44.13
(1) Human Resources Director	33.45	35.13	36.89	38.73	40.66	44.13
Finance Assistant	24.79	26.03	27.32	28.70	30.13	32.68
Human Resources Assistant	24.79	26.03	27.32	28.70	30.13	32.68
Mobility Manager	24.79	26.03	27.32	28.70	30.13	32.68
Administrative Assistant III	20.22	21.24	22.30	23.41	24.58	25.81
Administrative Secretary	19.44	20.40	21.44	22.50	23.63	25.66
Bilingual Receptionist	15.28	16.04	16.83	17.68	18.56	20.15
Administrative Assistant II	15.78	16.57	17.40	18.26	19.19	20.15
Administrative Assistant I	12.31	12.93	13.57	14.24	14.96	15.71

Effective 07/01/2018

**Mendocino Transit Authority
 2018/19 WAGE & STAFFING TABLE**

APPENDIX A - REPRESENTED

Job Title	Step A	Step B	Step C	Step D	Step E	Step F
MAINTENANCE						
(1) Maintenance Manager	37.92	39.81	41.80	43.89	46.10	50.02
Maintenance Specialist	22.31	23.43	24.59	25.83	27.12	29.41

Job Title	Step A	Step B	Step C	Step D	Step E	Step F
OPERATIONS						
(1) Operations Manager	37.92	39.81	41.80	43.89	46.10	50.02
Operations Supervisor	23.68	24.88	26.11	27.41	28.78	31.23

(1) Exempt Position



Meeting Date: June 26, 2019

Agenda Item: # 17

AGENDA SUMMARY REPORT

SUBJECT:

Resolution 2019-11 Adopting Fiscal Year 2019-2020 Operating and Capital Budgets

SUMMARY:

The FY 2019-20 Capital Budget as presented is based on the model that has been utilized here at MTA for several years. In FY 20-21 a revised and more simplistic Capital Plan will be developed by the General Manager and CFO.

While many former funding sources have come to an end, the failure of Prop 6 will ensure that Capital funds continue to flow to transit agencies.

Funding Sources:

Federal:

- 5310 Elderly Disabled: Provides capital funding for vehicles for Dial-A-Ride vehicles and Mobility Management.
- 5311(f) Intercity: Provides funding for routes that connect rural communities to intercity Greyhound depots and buses on those routes.
- 5311 Discretionary: Option for both Operating and Capital projects. MTA utilizes all 5311 funds for Operations.
- 5339 Low or No Emissions: Provides federal funding for clean energy buses and infrastructure.

State:

- Cap & Trade: Can be utilized for both operating or capital. However, usage is restricted only to projects that expand or increase revenue service.

Local:

- LTF: Local Transportation Funds that are sales tax based and utilized for operating funds.
- STA: State Transit Assistance. These funds can be used for operating expenses based upon a formula mandated by the Transit Development Act (TDA), otherwise are limited to capital expenditures.

Expenses

Vehicle Acquisition: MTA's commitment to air quality by scheduling replacement of all vehicles at the end of their useful lives is essential and has been followed closely since inception.

In the 'Vehicles' section of the Capital Plan, the replacement schedule is designated as follows:

- Fixed Route – Cutaways
- Fixed Route – Heavy Duty
- Senior Center Fleets – By Location

Vehicles highlighted in red indicate replacement and the new vehicle number is indicated in green.

The 'Vehicle Replacement Costs' section of the plan, estimates the cost of each vehicle by type over the next five years.

At this time, MTA has a pending 5339 Low No federal grant application for a 35 ft. battery electric Gillig Bus.

Equipment and Minor Facilities:

Under the 'Equipment' tab the purchase detail is provided by Category. These are items necessary to the day to day operation of the agency ranging from Uniforms and office furniture, maintenance equipment, telephones and technology. Detail is listed by fiscal year and also has the added 5-year component.

Major Facilities:

Revamp of the solar canopy to a 440 Transformer will be completed FY 2019-20 if MTA is awarded the 5339 federal grant for the Gillig Battery-Electric bus. Final Admin/Ops Building design has been moved to FY20-21. The Transit Location/Design RFP will be completed in FY19-20.

Revenue / Expenditures by Fund Type

The Revenue / Expenditures by Fund Type provides a year to year look at each fund by beginning balance, deposits, interest (if applicable), withdrawals and ending balance. These funds are:

- Capital Reserve – MCOG
- Capital Reserve - MTA
- State Transit Assistance (STA)
- Other
- Federal – 5310 Bus Program
- State Transportation Improvement Program (STIP)
- Prop 1B (PTMISEA)
- Prop 1B (Safety-Security)
- Cap and Trade

Capital Expenditures for FY 19-20

- \$85,000 RFP Transit Center Location/Design Study (SGR Funds)
- \$30,000 Electronic Fuel Pumps to interface with RTA Maintenance Software
- \$25,000 Replacement Facility Generator (\$22,000 of remaining Cal-OES funds)
- \$4,000 Willits Yard Reseal
- \$4,000 Upgraded Phone System
- \$5,000 Multi Refrigerant Recycle Machine
- \$8,500 Computer Replacements
- \$135,000 One Cutaway Bus Replacment (remaining PTIMSEA funds)
- \$179,000 MTA Capital match for 35ft. Gillig Battery Electric Bus (if NO Low grant awarded)

Conclusion:

In FY's 19-20 and 20-21 MTA plans to utilize said years STA funding for operating to off-set non-TDA funds for building of the MTA Operating Reserve and CalPERS Unfunded Liability Reserve accounts. Moving forward in following fiscal years, MTA will continue to fund the reserve accounts with STA at a lesser rate; moving more STA into Long-Term Capital Reserve for heavy duty bus replacement, Administration Building and Transit Center matching funds. Projections for these accounts has stabilized with the failure of Prop 6.

Recommendation: Review, approve and adopt **Resolution 2019-11**, FY 2019-20 Operating and Capital Budget.

STAFF RECOMMENDATION:

Adopt Resolution 2019-11 Adopting the Fiscal Year 2019-2020 MTA Operating and Capital Budgets

FY 19-20 FIVE YEAR CAPITAL PROGRAM by YEAR - FINAL

Revenues	2019/20	2020/21	2021/22	2022/23	2023/24
FEDERAL					
5310 Elderly and Disabled			220000	222000	222,000
5311(f) Intercity					
5311 Discretionary					
5339 Low-No Emission Bus/Infrastructure	1,124,655				
Projected Federal Fund Totals	\$1,124,655	\$0	\$220,000	\$222,000	\$222,000

STATE	2019/20	2020/21	2021/22	2022/23	2023/24
STIP	\$0	\$0	\$0	\$0	\$0
Prop 1B Modernization (PTMISEA)	312,096	\$0	\$0	\$0	\$0
State of Good Repair (SB1)	261,394	393,394	140,000	150,000	175,000
CAL-OES (Prop 1B)	22,463	\$0	\$0	\$0	\$0
Cap & Trade	180,995	190,000	200,000	225,000	225,000
HVVP Electric Bus Vouchers	160,000				
Projected State Fund Totals	\$936,948	\$583,394	\$340,000	\$375,000	\$400,000

LOCAL	2019/20	2020/21	2021/22	2022/23	2023/24
MTA Capital Reserve Fund	526,626				
MCOG Capital Reserve Fund	674,846	674,846			
State Transit Assistance					
Other - New Funding Source					
Projected Local Fund Totals	\$1,201,472	\$674,846	\$0	\$0	\$222,000
TOTALFUNDS AVAILABLE	\$3,263,075				

FUND NOT VERIFIED

Expense	2019/20	2020/21	2021/22	2022/23	2023/24
Vehicle Acquisition:					
Staff Vehicles			\$37,500		
Maintenance Vehicles					
Cutaways - Paratransit		\$570,000	\$260,000	\$260,000	
Cutaways - FR	\$375,000	\$250,000	\$390,000	\$390,000	\$260,000
Buses - Medium Duty		\$500,000			\$260,000
Buses - Heavy Duty	\$1,415,000			\$2,550,000	
Senior Center Vehicles					
Trolley					
Equipment & Minor Facilities					
Operations	\$8,500	\$14,000	\$8,500	\$8,000	\$8,000
Vehicle	\$7,500	\$7,500	\$7,500	\$7,500	\$9,000
Maintenance	\$49,000	\$105,000	\$33,000	\$19,500	\$18,500
Administration	\$23,000	\$32,300	\$25,300	\$22,000	\$20,075
Shelters & Benches	\$2,400	\$154,000	\$154,000	\$167,700	\$162,000
Security					
Miscellaneous					
Major Facilities					
Transit Center	\$85,000				
Finalize Admin/OPS Design		\$100,000	\$262,500		
Total Expense	\$1,965,400	\$1,732,800	\$1,178,300	\$3,424,700	\$737,575

REVENUE / EXPENDITURES BY FUND TYPE

Capital Reserve - MCOG	2019/20	2020/21	2021/22	2022/23	2023/24
Beg. Balance-Unallocated by MCOG	674846				
Unallocated STA	463957				
Deposit		1,139,553	1,140,303	1,141,053	1,142,053
Interest	750	750	750	1,000	1,100
Withdrawal/Expenditure					
End Balance	\$1,139,553	\$1,140,303	\$1,141,053	\$1,142,053	\$1,143,153

Capital Reserve - MTA	2019/20	2020/21	2021/22	2022/23	2023/24
Beginning Balance	526,626	\$299,126			
Deposit					
Interest	500				
Withdrawal/Expenditure	228000				
End Balance	\$299,126	\$0	\$0	\$0	\$0

State Transit Assistance (MTA - STA)	2019/20	2020/21	2021/22	2022/23	2023/24
Beginning Balance	946,179	0	990,000	490,350	1,290,900
Deposit	946,179	960,000	500,000	1,100,000	1,100,000
interest or adjustment			350	550	650
budgeted or spent		960,000	500,000	300,000	300,000
End Balance	\$0	\$0	490,350	1,290,900	2,091,550

ESTIMATED AMOUNTS

STATE OF GOOD REPAIR (SGR)	2019/20	2020/21	2021/22	2022/23	2023/24
Beginning Balance	129,579	176,644	308,994	449,394	\$599,819
Appropriated	131,815	132,000	140,000	150,000	175,000
Interest	250	350	400	425	450
Withdrawal/Expenditure	85,000				
End Balance	\$176,644	\$308,994	\$449,394	\$599,819	\$775,269

Federal - 5310 Bus Program	2019/20	2020/21	2021/22	2022/23	2023/24
Beginning Balance					
Withdrawal/Expenditure					
End Balance	\$0	\$0	\$0		\$0

Proposition 1B (2006) - Public Transit Modernization, Improvement and Service Account - (PTM)	2019/20	2020/21	2021/22	2022/23	2023/24
Beginning Balance	\$312,096				
received					
interest + adjustment					
budgeted or spent	312096				
End Balance	0				

END OF 10-YEAR PROGRAM

Proposition 1B (2006) - Transit System Security (Security)	2019/20	2020/21	2021/22	2022/23	2023/24
Beginning Balance	22,413				
Appropriated, and allocated to MTA					
interest					
budgeted or spent	22413				
End Balance	0				

END OF 10-YEAR PROGRAM

Fund usage restrictive. Utilization must be connected to new or expanded revenue

Cap & Trade	2019/20	2020/21	2021/22	2022/23	2023/24
Beginning Balance	71,245	166,686	357,186	557,886	783,886
Appropriated, and allocated to MTA	180,091	190,000	200,000	225,000	225,000
Used for Operations	110,000				
interest	350	500	700	1,000	1,000
budgeted or spent					
End Balance	\$166,686	357,186	557,886	783,886	1,009,886

rolling forward for electric bus purchase

TOTAL EXPENDITURES FROM FUND BALANCES	2019/20	2020/21	2021/22	2022/23	2023/24

MTA Five -YearCapital Vehicle Replacement Plan

 = retire and sell
 = buy

Staff - Vehicles					19/20	20/21	21/22	22/23	23/24
Odometer	4 YEARS OR 100,000 MILES								
	Fund	#	Year	Make/Mod					
	AgWorker	AG 1	09	Escape hybrid - AW		REPLACE			
	STIP	201	11	ChevVolt plug-in-hybrid			REPLACE		
	STA	307	11	Toyota Prius hybrid		REPLACE			
	STA	308	11	Toyota Prius hybrid			REPLACE		
		309		Hybrid - ALL Wheel			REPLACE		
		310		Hybrid - All Wheel		BUY			
		311		electric		BUY			
		312		hybrid			BUY		
		313		electric			BUY		
		314		electric			BUY		
		315							
		316							

Maintenance - Facilities Vehicles					19/20	20/21	21/22	22/23	23/24
FUND	Van for Cleaning								
	96	07		Sprinter		MTC - F			
	97	07		Sprinter		MTC - U			
	STA	94	19			buy			
	STA	93	19			buy			
FUND	Pickup Truck								
	STA	98	02	Ford E350					
	CAPTIAL R.	95	14						

Dial-a-Ride - Paratransit Vans					19/20	20/21	21/22	22/23	23/24
Odometer	Type II or Class A	5 YEARS OR 150,000 MILES							
	Fund	#	Year	Make/Mod					
		619	11	Glaval gas					
		620	11	Glaval gas					
		621	11	Glaval gas			DAR		
		622	11	Glaval gas			DAR		
		623	11	Glaval gas				DAR	
		624	13	Glaval gas				DAR	
		625	13	Glaval gas					
		626	13	Glaval gas					DAR
		627	13	Glaval gas					DAR
		628	13	Glaval gas					
	5310/STA	629	17						
	5310/STA	630	18						
	5310/STA	631	18						
	5310/STA	632	18						
	5310/STA	633	18						
	5310/STA	634	19						
	5310/STA	635	19				BUY		
	5310/STA	636	19				BUY		
	5310/STA	637	19					BUY	
	5310/STA	638	19					BUY	
	5310/STA	639	20					BUY	
		640	27					BUY	

Fixed Route - Cutaway									
Odometer	Type III or Class C	5 YEARS OR 150,000 MILES							
	Fund	#	Year	Make/Mod	19/20	20/21	21/22	22/23	23/24
		722	07	Starcraft					
		723	11	Glaval gas					
		726	11	Glaval gas					
		727	11	Glaval gas					
		728	11	Glaval VTM hybrid		FR-CUT			
		729	13	Glaval gas		FR-CUT			
		730	13	Glaval gas	FR-CUT				
		731	13	Glaval gas	FR-CUT				
		732	15	Glaval gas	FR-CUT				
		733	16	Glaval gas			FR-CUT		
		734	16	Glaval gas			FR-CUT		
		735	16	Glaval gas			FR-CUT		
		736	16	Glaval gas					FR-CUT
		737	18	Glaval gas					FR-CUT
		738	18	Glaval Gas					FR-CUT
		739	18	Glaval Gas					
	PTIMSEA	740			BUY				
	PTIMSEA	741			BUY				
	PTIMSEA/RES	742			BUY				
	STA	743							
	STA	744							
	STA	745							
	STA	746				BUY			
	STA	747				BUY			
	STA	748						FR-CUT	
	STA	749					BUY	FR-CUT	
	STA	750					BUY	FR-CUT	
	STA	751					BUY		
	STA	752							BUY
	STA	753							BUY
	STA	754							BUY
	STA	755							
	STA	756							
	STA	757							
	STA	758							
	STA	759							
	STA	760							
	STA	761							
	STA	762							
	STA	763							
	STA	764						BUY	
	STA	765						BUY	
	STA	766						BUY	
					3	2	3	3	3

Fixed Route Fleet - Medium Duty Buses

Odometer		Type VII VIII or Class E							
0	0	Life: 7 years or 200,000 miles							
Fund	#	Year	Make/Mod	19/20	20/21	21/22	22/23	23/24	
	806	12	IC Eaton Hybrid						
	807	12	IC Eaton Hybrid						
	808	15	Cummins		replace				
	809	15	Cummins		replace				
	810	15	Cummins						
	PTIMSEA	811	Replaced w/FR Cutaway						
	PTIMSEA	812	Replaced w/FR Cutaway						
	STA	813			BUY				
	STA	814			BUY				
	STA	815							
	STA	816							
	STA	817							
		818							
		819							
		820							

2

Fixed Route Fleet - Heavy Duty Buses

Hubometer		Urban Bus Class H							
		LIFE: 12 YEARS OR 500,000 MILES							
Fund	#	Year	Make/Mod	19/20	20/21	21/22	22/23	23/24	
	906	99	40' Gillig	REPLACE					
	910	12	40' Gillig Clean Diesel Low Floor				REPLACE		
	911	12	40' Gillig Clean Diesel Low Floor				REPLACE		
	912	12	40' Gillig Clean Diesel Low Floor				REPLACE		
	913	12	40' Gillig Clean Diesel Low Floor						
	914	12	40' Gillig Clean Diesel Low Floor						
	915	13	40' Gillig Clean Diesel Low Floor						
	916	13	40' Gillig Clean Diesel Low Floor						
	917	13	40' Gillig Clean Diesel Low Floor						
	918			BUY					
	919						BUY		
	920						BUY		
	921						BUY		
	922								
	923								
	924								
	925								
	926								

1

3

Senior Center Fleets

Type II, or IIA, or Class A
 5 YEARS OR 150,000 MILES

Anderson Valley		Fund	#	Year	Make/Mod	19/20	20/21	21/22	22/23	23/24
27	54	ARRA	7504	10	Glaval gas		replace			
		5310	7505	17		serv	buy			
		BUY				0	1	0		

Redwood Coast		Fund	#	Year	Make/Mod	19/20	20/21	21/22	22/23	23/24
125	142	5310	7810	03	Goshen					
130	125	5310	7811	05	(State) ElDorado					
45	83	STIP	7814	11	Glaval gas purple					
	9	5310	7815	14	Glaval gas		replace			
			7816	16		serv	serv			
		5310	7817	18		serv	serv			
		5310	7818	19			buy			
		BUY				0	1			

South Coast		Fund	#	Year	Make/Mod	19/20	20/21	21/22	22/23	23/24
80	97	STIP	7205		MTA Borrowed Bus					
		5310	7206		New Bus					
		5310	7207		Expansion Bus	serv	serv			
		BUY				0	0			

Ukiah		Fund	#	Year	Make/Mod	19/20	20/21	21/22	22/23	23/24
103	122	5310	7112	07	Starcraft					
59	86	STIP	7114	08	(State) Starcraft	backup	RREPLACE			
70	97	STIP	7116	09	(State) Starcraft	serv	RREPLACE			
	17	5310	7117	14	Glaval	serv				
			7118	15	Glaval	serv				
			7121	20			BUY			
			7122	21			BUY			
		BUY				0	2			

Willits		Fund	#	Year	Make/Mod	19/20	20/21	21/22	22/23	23/24
96	95	STA	7407	07	Honda Odyssey					
10	35	5310	7409	12	Glaval gas	serv	REPLACE			
	4	5310	7410	15	Dodge	serv	REPLACE			
		5310	7411				BUY			
		5310	7511				BUY			
		BUY				0	2			

MTA Five-Year Capital Plan

Vehicle Replacement Plan - Estimated Costs

Schedule of Purchases	19/20	20/21	21/22	22/23	23/24
Staff - Hybrid AW		1			
Staff - Electric		1	3		
Staff - Mtc Van					
Staff - Mtc Truck		1			
Senior Center Mini-Van					
Senior Center Bus		6			
Dial-A-Ride Bus			2	2	2
Cutaway Buses	1	2	3	3	2
Medium Duty Bus		2			
Heavy Duty Bus	1			3	
TOTAL	2	13	8	8	4

Unit Cost (\$000)*	19/20	20/21	21/22	22/23	23/24
Staff - Hybrid AW					
Staff - Electric			\$35,000		
Staff - Mtc Van		\$35,000			
Staff - Mtc Truck (crew)					
Senior Center Mini-Van					
Senior Center Bus		\$95,000			
Dial-A-Ride Bus		\$127,500	\$130,000	\$130,000	\$130,000
Cutaway Bus	\$125,000	\$125,000	\$130,000	\$130,000	\$130,000
Medium Duty Diesel		\$25,000		\$200,000	
Heavy Duty Bus		\$250,000		\$850,000	
Medium Duty Hybrid					
Medium Duty Electric					

electric

TOTAL ANNUAL COST	19/20	20/21	21/22	22/23	23/24
Staff - Hybrid AW	\$0	\$0	\$0	\$0	
Staff - Electric	\$0	\$0	\$105,000	\$0	
Staff - Mtc Van	\$0	\$0	\$0	\$0	
Staff - Mtc Truck (crew)	\$0	\$0	\$0	\$0	
Senior Center Mini-Van	\$0	\$0	\$0		
Senior Center Cutaway	\$0	\$570,000	\$0	\$0	
Dial-A-Ride Bus	\$0	\$0	\$260,000	\$260,000	\$260,000
Cutaway Bus	\$125,000	\$250,000	\$390,000	\$390,000	\$260,000
Medium Duty Diesel	\$0	\$50,000	\$0	\$0	
Heavy Duty Bus	\$875,000	\$500,000	\$0	\$2,550,000	
Medium Duty Hybrid			\$0	\$0	
Medium Duty Electric	\$0	\$0	\$0	\$0	
Total Annual Costs	\$1,000,000	\$1,370,000	\$755,000	\$3,200,000	\$520,000

FIVE-YEAR CAPITAL PLAN

Equipment Purchase Detail

Category						Five-Year
Project	19/20	20/21	21/22	22/23	23/24	Total
Operations						
Miscellaneous	2,000	2,000	2,000	\$3,000	\$3,000	\$12,000
Office Furniture	3,000	2500	2500	\$3,000	\$3,000	\$16,427
Computers: Receptionist	1500		2000			\$5,000
Computers: Training Supervisor		1,500				\$1,500
Computers: Dispatch Supervisor		1,500				\$1,500
Computers: South Coast Supervisor		1,500				\$3,000
Computers: Fort Bragg Supervisor		1,500				\$1,500
Training Equipment	2,000	2,000	2,000	\$2,000	\$2,000	\$12,000
Transportation Totals	\$8,500	\$14,000	\$8,500	\$8,000	\$8,000	\$63,927
Vehicles						
Miscellaneous	2,500	2,500	2,500	2,500	3,000	17,500
Coach Transmissions and Engines	5000	5000	5000	5,000	6,000	36,144
				0		0
				0		0
				0		0
Vehicles Total	\$7,500	\$7,500	\$7,500	\$7,500	\$9,000	\$53,644
Maintenance						
Miscellaneous	3,000	3,000	3,000	\$3,000		\$20,000
Ukiah Yard Reseal		12,500		\$13,000		\$48,952
Willits Yard Reseal	4000		4500		\$5,000	\$12,500
Ft. Bragg Yard Reseal			3,500			\$6,500
Wood seal north wall of shop						\$9,507
Floor Scrubber					5,500	\$0
Break Room Roof			15,000			\$40,000
Wash Bay Brushes	7,000					\$14,000
Window Replacement		8,000			\$8,000	\$8,000
Mitchell Software						\$0
Old Ukiah Shop - Remodel		35,000				\$70,000
Tire machine, sensor friendly		12,000				\$12,000
Multi Refrigerant Recycle Machine	5,000					\$30,000
Wash Bay Pumps and Motors			7,000			\$13,751
Replace Diagnostics Laptop		2,500		\$3,500		\$8,000
Bob's Computer		2,500				\$4,000
Scaffolding		5,000				\$10,000
Nitrogen Tire Inflation System		25,000				\$25,000
Gas Pumps	30,000					\$50,000
Maintenance Totals	\$49,000	\$105,500	\$33,000	\$19,500	\$18,500	\$437,710

FY 19-20 FIVE YEAR CAPITAL PROGRAM by YEAR - FINAL

Equipment Purchase Detail

Category	19/20	20/21	21/22	22/23	23/24	Five-Year Total
Office - Administration						
Miscellaneous	\$3,000	\$3,000	\$3,000	\$3,500	3500	\$19,000
Lease Copier for Ukiah/Ft. Bragg	\$15,500	\$16,000	\$16,500	16500	16575	\$79,500
Heavy Duty Paper Shredder		\$3,500				\$3,500
Coin Sorter			\$2,500			\$2,500
Wiring Upgrade						\$5,000
Managed IT Network/Care						\$80,437
Office Lighting & Furniture		\$1,000		2000		\$11,462
Telephone+Cell, replace + headsets	\$4,000					\$20,000
Video Conference Ukiah and UVConfCtr						\$0
Web Page TimeTable Design + Install		\$5,500				\$5,500
Computer - Receptionist	\$1,500		\$1,500			\$4,500
Computer - HR	\$1,500					\$4,500
Computer - Accounting Specialist		\$1,800				\$3,300
Computer - Finance Manager		\$1,500				\$6,228
Computer - GM	\$1,500					\$4,000
Computer - Finance Clerk	\$4,000		\$1,800			\$7,300
Computer - Upgrades						
HR - Copier, Recording Equipment			\$2,500			\$5,000
Administration Totals	\$ 31,000	\$ 32,300	\$25,300	\$22,000	\$20,075	\$ 256,727
Shelters and Benches						
Shelters	1,200	1,500	2,500	\$1,500	\$2,500	\$31,152
Benches (materials)	1,200	1,500	1,500	\$1,200	\$1,500	\$12,030
Bus Stops & Signs		20,000		\$15,000	\$8,000	\$45,000
1 Stops			150,000	\$150,000	\$150,000	\$300,000
						\$0
						\$0
						\$0
Shelters and Benches Totals	\$2,400	\$23,000	\$154,000	\$167,700	\$162,000	\$388,182
Security						
Install Maintenance Facility Generator				0		
	25000			0		25000
				0		
				0		
Security Total	\$25,000	\$0	\$0	\$0	\$0	\$25,000

Mendocino Transit Authority

Facility Solarization and Modernization - By Project

Cap #	FY	Project	\$ COST	REVENUE SOURCE					TOTAL		
				Federal		State		Local			
				Grant	Amount	1B Modern	1B Security	STA		Cap & Trade	Reserve
89	20/21	Finish Design Admin/Ops	262,500		210,000	-	-	13,125		39,375	262,500
89	19/20	440 Transformer	100,000								
89	23/24	Construct Admin/Ops	795,000		636,000	-	-	39,750	119,250	-	795,000
89	24/25	Construct Admin/Ops	4,280,000		3,424,000	300,000		320,000	96,000	140,000	4,280,000
subtotal			5,437,500		4,270,000	300,000	-	372,875	215,250	179,375	5,337,500
TOTAL for design & construction			12,992,825	-	9,740,000	1,523,695	119,619	593,360	215,250	700,901	12,892,825
TOTAL w/ feasibility & environmental			13,112,514	-	9,740,000	1,523,695	119,619	593,360	215,250	820,590	13,012,514

MTA TRANSIT CENTER PROJECT

Cap #	FY	Project	\$ COST	REVENUE SOURCE					TOTAL		
				Federal		State		Local			
				Grant	Amount	1B Modern	1B Security	STA - SGR		Cap & Trade	Reserve
100	19/20	Transit Center Location/Design Study	85,000					85,000			85,000
100	20/21	Purchase Property	1,500,000	5339	1,200,000					300,000	1,500,000
100	23/24	Construct Transit Center									
subtotal											