



Meeting Date: April, 29, 2020

Agenda Item: 9

AGENDA SUMMARY REPORT

SUBJECT:

Discussion of MTA 2020/2021 1st Draft Operating Budget

SUMMARY:

The Mendocino Council of Governments (MCOG) releases the Local Transportation Funds (LTF) as provided to them by the Mendocino Auditor's Office. The FY20/21 estimate was approximately an increase of 3% (approximately \$110,000) of which 15% is provided to the Senior Center Transportation Program.

However, in light of COVID-19, the Mendocino County Auditor has suggested we utilize the same estimate given for FY 19/20.

Here are some assumptions we know:

- ✓ LTF Revenues will drop.
- ✓ STA Revenues (based on diesel gas tax) will drop.
- ✓ Fare Revenues have already and will likely continue to drop.
- ✓ Advertising Revenue declines.
- ✓ Totality of CARES funding is still uncertain.

The budget being presented today is a **very "rough" 1st Draft**. At this point in time, I am projecting a potential \$400,000 deficit-based reductions in LTF, STA, advertising revenues and fare revenue receipts. MTA will continue to adjust The FY 2020/21 Operating Budget with the May Board Meeting and requests that approval of the FY20/21 be approved at the June, 2020 meeting, in order to provide as accurate a budget as possible during this unchartered time.

Direct staff to continue modification of MTA FY2020/21 FINAL Operating Budget as more information becomes available for final adoption and approval at the June, 2020.

**MENDOCINO TRANSIT AUTHORITY 2020/21 BUDGET W/ LINE
ITEM BREAKDOWN**

MTA 2020-2021 1ST DRAFT

ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 1ST DRAFT	ADDITIONAL INFORMATION
OPERATING					
50010	LABOR				
50100	Operators Wages - Fixed Route - Inland	\$685,000.00	\$673,000.00	\$705,550.00	
50125	Operators Wages - Fixed Route - Fort Bragg	\$350,000.00	\$257,890.00	\$360,500.00	
50175	Operators Wages - South Coast	\$162,000.00	\$158,702.00	\$166,860.00	
50200	Operators Wages - DAR - Inland	\$143,000.00	\$128,935.00	\$147,290.00	
50225	Operators Wages - DAR - Fort Bragg	\$103,000.00	\$101,393.00	\$106,090.00	
50250	Operations - Dispatch	\$165,682.00	\$165,682.00	\$170,652.46	
50300	Maintenance & Facilities Salaries & Wages	\$372,000.00	\$365,452.00	\$383,160.00	
50400	Administrative Salaries	\$532,000.00	\$532,000.00	\$547,960.00	
50500	Administrative Staff	\$198,000.00	\$178,000.00	\$203,940.00	
	TOTAL SALARIES	\$2,710,682.00	\$2,561,054.00	\$2,792,002.46	

51000	BENEFITS				
51100	FICA/Medicare	\$31,000.00	\$36,000.00	\$39,000.00	
51125	Pension Plan (CalPERS)	\$192,000.00	\$220,000.00	\$235,000.00	
51150	CalPERS Unfunded Liability	\$113,000.00	\$113,000.00	\$125,000.00	
51175	ICMA Retirement Plan	\$6,200.00	\$1,000.00	\$1,030.00	
51200	Medical Plan	\$662,000.00	\$662,000.00	\$728,200.00	
51260	Dental Plan- FSA - COBRA Admin	\$30,470.40	\$40,000.00	\$41,200.00	
51300	Vision Plan	\$3,240.00	\$8,500.00	\$9,000.00	
51325	Life Insurance	\$10,500.00	\$3,500.00	\$4,500.00	
51350	457 MTA Match	\$86,000.00	\$86,000.00	\$95,000.00	
51375	Worker's Compensation Insurance	\$152,000.00	\$152,000.00	\$160,000.00	
51450	Unemployment Insurance	\$15,000.00	\$205,000.00	\$275,000.00	
51600	Uniforms & Work Clothing Allowances	\$19,000.00	\$8,000.00	\$10,000.00	
51650	Air Med Services (REACH)	\$3,300.00	\$3,300.00	\$4,500.00	
51675	Misc .	\$5,500.00	\$2,500.00	\$2,750.00	
	FY 17-18 Payroll Taxes				
	TOTAL EMPLOYEE BENEFITS	\$1,105,069.00	\$1,540,800.00	\$1,730,180.00	

**MENDOCINO TRANSIT AUTHORITY 2020/21 BUDGET W/ LINE
ITEM BREAKDOWN**

MTA 2020-2021 1ST DRAFT

ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 1ST DRAFT	ADDITIONAL INFORMATION
52000	SERVICE/USER FEES				
52100	Vehicle Technical Services (outsourcing)	\$2,700.00	\$800.00	\$900.00	
52125	Towing	\$2,700.00	\$4,000.00	\$4,200.00	
52150	Property Maintenance Services	\$4,500.00	\$5,600.00	\$6,000.00	
52170	Contract IT Services	\$32,500.00	\$5,000.00	\$7,500.00	
52250	Legal Counsel	\$21,000.00	\$15,000.00	\$20,000.00	
52275	Purchased Transportation (Willits DAR)	\$900.00	\$1,550.00	\$5,000.00	
52300	Marketing	\$32,000.00	\$42,000.00	\$50,000.00	
52325	Advertising, Legal Notices	\$35,000.00	\$18,500.00	\$22,000.00	
52400	Software Maintenance Fees	\$3,250.00	\$1,000.00	\$4,000.00	
52420	Drug and Alcohol Services	\$12,000.00	\$9,000.00	\$12,000.00	
52500	Facility Security System	\$7,200.00	\$7,000.00	\$7,200.00	
52550	Accident / Incident Payables	\$12,000.00	\$15,000.00	\$19,000.00	
52600	Professional & Technical Services	\$65,000.00	\$40,000.00	\$45,000.00	
	Outside Labor				
	TOTAL SERVICES / USER FEES	\$230,750.00	\$164,450.00	202,800.00	

ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 1ST DRAFT	ADDITIONAL INFORMATION
53000	MATERIALS & SUPPLIES CONSUMED				
53100	Fuel	\$450,000.00	\$395,000.00	\$425,000.00	
53150	Tires	\$30,000.00	\$30,000.00	\$45,000.00	
53200	Lubrication	\$11,000.00	\$15,000.00	\$17,500.00	
53250	Tools	\$3,500.00	\$1,500.00	\$2,200.00	
53300	Vehicle Maintenance & Repair Parts	\$53,000.00	\$47,500.00	\$55,000.00	
53325	Expense Parts	\$3,100.00	\$850.00	\$2,500.00	
53350	Shop Supplies (consumables)	\$7,250.00	\$22,500.00	\$32,500.00	
53400	Vehicle Accessories	\$1,200.00	\$500.00	\$1,200.00	
53450	Facilities Maintenance & Repair Parts	\$25,000.00	\$18,500.00	\$32,000.00	
53550	Office Supplies	\$21,000.00	\$52,500.00	\$55,000.00	
53670	Computer Programs & Supplies	\$10,000.00	\$500.00	\$10,000.00	
53650	Printing (Schedules, brochures)	\$17,500.00	\$12,500.00	\$17,500.00	
53700	Safety & Emergency Supplies	\$2,500.00	\$450.00	\$5,500.00	
53750	Other Materials & Supplies	\$8,500.00	\$120.00	\$6,000.00	
	TOTAL MATERIALS & SUPPLIES	\$643,550.00	\$597,420.00	\$706,900.00	

ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 1ST DRAFT	ADDITIONAL INFORMATION
54000	UTILITES				
54100	MTA Base: Water, Sewer & Solid Waste	\$20,900.00	\$9,000.00	\$13,500.00	
54125	FB Base: Water, Sewer & Solid Waste, Propane	\$4,800.00	\$3,200.00	\$3,500.00	
54150	Willits Base: Water, Sewer & Solid Waste	\$2,100.00	\$2,100.00	\$3,500.00	
54200	PG&E: Ukiah, Fort Bragg, Willits	\$9,500.00	\$8,550.00	\$13,500.00	
54300	TPX: Ukiah Phones/Internet	\$20,500.00	\$32,000.00	\$40,000.00	
54325	Comcast: Fort Bragg Phones/Internet	\$3,100.00	\$950.00	\$1,700.00	
54350	SEAKAY: South Coast Telephone/Internet	\$1,600.00	\$200.00	\$1,200.00	
54400	Verizon: Admin/OPS Cellular	\$13,500.00	\$20,000.00	\$30,000.00	
	TOTAL UTILITIES	\$76,000.00	\$76,000.00	\$106,900.00	

MENDOCINO TRANSIT AUTHORITY 2020/21 BUDGET W/ LINE ITEM BREAKDOWN	MTA 2020-2021 1ST DRAFT
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ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 1ST DRAFT	ADDITIONAL INFORMATION
56000	VEHICLE, CASUALTY & LIABILITY COSTS				
56100	Premiums for Liability & Property Dam.Risk Ins.	\$370,000.00	\$349,000.00	\$390,000.00	
	TOTAL CASUALTY & LIABILITY COSTS	\$370,000.00	\$349,000.00	\$390,000.00	

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	\$35,000.00	
57200	Vehicle Licensing & Registration Fees				
57200	Other Licensing Fees & Taxes	\$5,000.00	\$6,500.00	\$7,000.00	
	TOTAL TAXES	\$40,000.00	\$41,500.00	\$42,000.00	

ACCOUNT	TITLE	FY 2018-19 PROPOSED PRELIMINARY BUDGET	FY 2018-19 PROJ Year-End	2019-2020 FINAL	ADDITIONAL INFORMATION
58000	MISCELLANEOUS				
58050	Dues & Subscriptions	\$7,300.00	\$11,500.00	\$13,500.00	
58200	Travel	\$7,500.00	\$18,500.00	\$18,500.00	
58225	Board Expenses	\$7,300.00	\$500.00	\$7,300.00	
58300	Safety Program (Awards-Banquets-Employee Incent.)	\$6,500.00	\$200.00	\$6,500.00	
58400	Training (Classes, Seminars & Materials)	\$5,250.00	\$4,500.00	\$5,500.00	
58450	CDL and DOT Physical Expenses	\$4,000.00	\$200.00	\$4,000.00	
58600	Other Miscellaneous	\$7,500.00	\$500.00	\$7,500.00	
	TOTAL MISCELLANEOUS	\$45,350.00	\$35,900.00	\$62,800.00	

ACCOUNT	TITLE	FY 2018-19 PROPOSED PRELIMINARY BUDGET	FY 2018-19 PROJ Year-End	2019-2020 FINAL	ADDITIONAL INFORMATION
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	
59200	RESERVE ACCOUNTS				
59225	Operating Reserve				From non-LTF revenues
59250	CalPers Liability Reserve				From non-LTF revenues
	TOTAL RESERVE TRANSFER			\$0.00	
	TOTAL OPERATING EXPENDITURES	\$4,809,126.56	\$5,385,124.00	\$6,052,582.46	

MENDOCINO TRANSIT AUTHORITY 2020/21 BUDGET W/ LINE ITEM BREAKDOWN	MTA 2020-2021 1ST DRAFT
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ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 1ST DRAFT	ADDITIONAL INFORMATION
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OPERATING REVENUE		FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 1ST DRAFT	
41000	REVENUES FROM OPERATING				
41100	Fixed Route Farebox Revenue	\$670,000.00	\$550,000.00	\$555,000.00	
41200	Dial-A-Ride Farebox Revenue				
41300	Redwood Coast Regional Center	\$65,000.00	\$55,000.00	\$55,000.00	
41400	Sonoma County Contract	\$172,000.00	\$165,000.00	\$172,000.00	
	TOTAL OPERATING REVENUES	\$907,000.00	\$770,000.00	\$782,000.00	

42000	REVENUES FROM OTHER SOURCES				
42100	Local Transportation Fund (LTF)	\$2,661,288.00	\$2,661,288.00	\$2,400,000.00	
42150	State Transit Assistance	\$300,000.00	\$846,000.00	\$694,000.00	
42200	5310 Operating Assistance	\$65,000.00	\$120,000.00	\$80,000.00	
42300	5311 Operating Assistance	\$592,141.00	\$592,141.00	\$592,000.00	
42400	5311(f) Operating Assistance	\$122,000.00		\$300,000.00	
42425	LCTOP Cap and Trade	\$82,878.00	\$110,000.00	\$110,000.00	
42415	Cal-OES				
42500	Advertising Contract	\$120,000.00	\$120,000.00	\$85,000.00	
42600	Ag Van Leases	\$10,000.00	\$10,000.00	\$25,000.00	
42625	Senior Center Administration	\$26,500.00	\$26,500.00	\$26,500.00	
42650	Maintenance Labor Revenue	\$25,000.00	\$25,000.00	\$27,500.00	
42800	RTAP	\$2,000.00	\$2,000.00		
42900	Investment (Interest) Income				
44000	Other - Fuel Rebates, etc.	\$800.00	\$800.00	\$750.00	
	TOTAL REVENUES FROM OTHER SOURCES	\$3,954,729.00	\$4,513,729.00	\$4,340,750.00	

TOTAL OPERATING REVENUE	\$4,861,729.00	\$5,283,729.00	\$5,122,750.00	\$400,000.0
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