



Meeting Date: May 27, 2020

Agenda Item: # 9

SUBJECT:

FY20/21 SECOND DRAFT BUDGET

SUMMARY:

Presented is the second draft budget for upcoming FY 20/21.

With the significant changes in line-item budgeting instituted last year, not all of the codes were transferred into QB and Paychecks. The final budget presented in June will project salaries, particularly in the driver wages, reported in the line-item breakdown required. Between now and the final budget presented in June, I will work on the numerous payroll reports, spreadsheets, etc. to determine the salaries and wages. The good news is that the FY 19-20 budget is projected to be underbudget for the Wages category.

MTA still faces many uncertainties. Although CARES funding is available, it is slow to receive AND still we do not have an adequate projection for the final \$60M distribution in the fall. The LTF and STA projections are the same or slightly lower than FY 19/20, but, likely to come in below budget.

MTA is looking to cut some staffing, marketing, advertising and potentially some service in the FY20/21 along with Management wages being frozen. Amended budgets for the year will be forthcoming as the situation changes and the duration of the Shelter In Place order continues or is revised.

STAFF RECOMMENDATION:

Discussion and Possible Direction

ATTACHMENTS:

FY 20-20 MTA Operating Budget

MENDOCINO TRANSIT AUTHORITY 2020/21 BUDGET W/ LINE ITEM BREAKDOWN	MTA 2020-2021 2ND DRAFT
------------------------------------------------------------------------------	--------------------------------

ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 2ND DRAFT	ADDITIONAL INFORMATION
OPERATING					
50010	LABOR				
50100	Operators Wages	\$1,423,000.00	\$1,550,616.00		
50250	Operations - Dispatch	\$165,682.00	\$164,000.00		
50300	Maintenance & Facilities Salaries & Wages	\$372,000.00	\$285,000.00		
50400	Administrative Salaries	\$532,000.00	\$498,000.00		
50500	Administrative Staff	\$198,000.00	\$147,000.00		
	TOTAL SALARIES	\$2,690,682.00	\$2,644,616.00		

51000	BENEFITS				
51100	FICA/Medicare	\$31,000.00	\$28,500.00	\$31,930.00	
51125	Pension Plan (CalPERS)	\$192,000.00	\$192,000.00	\$192,000.00	
51150	CalPERS Unfunded Liability	\$113,000.00	\$113,000.00	\$132,705.00	
51175	ICMA Retirement Plan	\$6,200.00	\$800.00	\$1,200.00	
51200	Medical Plan	\$662,000.00	\$662,000.00	\$668,620.00	
51260	Dental Plan- FSA - COBRA Admin	\$30,470.40	\$32,000.00	\$32,960.00	
51300	Vision Plan	\$3,240.00	\$6,562.00	\$3,337.20	
51325	Life Insurance	\$8,640.00	\$7,500.00	\$8,899.20	
51350	457 MTA Match	\$86,000.00	\$70,000.00	\$88,580.00	
51375	Worker's Compensation Insurance	\$152,000.00	\$152,000.00	\$175,000.00	
51450	Unemployment Insurance	\$15,000.00	\$19,500.00	\$27,500.00	
51600	Uniforms & Work Clothing Allowances	\$19,000.00	\$8,000.00	\$10,500.00	
51650	Air Med Services (REACH)	\$3,300.00	\$3,000.00	\$3,500.00	
51675	Misc .	\$5,500.00	\$2,700.00	\$3,200.00	
51700	Cash IN Lieu				
		\$1,327,350.00	\$1,297,562.00	\$1,379,931.40	

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

MTA 2020-2021 2ND DRAFT

ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 2ND DRAFT	ADDITIONAL INFORMATION
52000	SERVICE/USER FEES				
52100	Vehicle Technical Services (outsourcing)	\$2,700.00	\$7,200.00	\$8,500.00	Aging Gillig 40-Ft. Fleet
52125	Towing	\$2,700.00	\$2,900.00	\$3,200.00	
52150	Property Maintenance Services	\$4,500.00	\$5,500.00	\$5,500.00	
52170	Contract IT Services	\$32,500.00	\$3,500.00	\$32,100.00	RouteMatch, RTA
52250	Legal Counsel	\$21,000.00	\$10,000.00	\$10,500.00	
52275	Purchased Transportation (Willits DAR)	\$900.00	\$1,000.00	\$1,200.00	
52300	Marketing	\$32,000.00	\$40,000.00	\$15,000.00	
52325	Advertising, Legal Notices	\$35,000.00	\$21,250.00	\$15,000.00	
52400	Software Maintenance Fees	\$3,250.00	\$200.00	\$14,250.00	Engage IT- 6 months prepaid
52420	Drug and Alcohol Services	\$12,000.00	\$8,575.00	\$11,000.00	
52500	Facility Security System	\$7,200.00		\$7,200.00	
52550	Accident / Incident Payables	\$12,000.00	\$13,125.00	\$15,000.00	
52600	Professional & Technical Services	\$65,000.00	\$75,000.00	\$75,000.00	
	Outside Labor				
	TOTAL SERVICES / USER FEES	\$230,750.00	\$188,250.00	213,450.00	

ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 2ND DRAFT	ADDITIONAL INFORMATION
53000	MATERIALS & SUPPLIES CONSUMED				
53100	Fuel	\$450,000.00	\$425,000.00	\$450,000.00	
53150	Tires	\$30,000.00	\$27,000.00	\$30,000.00	
53200	Lubrication	\$11,000.00	\$21,000.00	\$25,000.00	
53250	Tools	\$3,500.00	\$700.00	\$1,500.00	
53300	Vehicle Maintenance & Repair Parts	\$53,000.00	\$42,500.00	\$53,000.00	
53325	Expense Parts	\$3,100.00	\$600.00	\$2,100.00	
53350	Shop Supplies (consumables)	\$6,200.00	\$21,500.00	\$21,500.00	
53400	Vehicle Accessories	\$1,200.00	\$1,000.00	\$1,200.00	
53450	Facilities Maintenance & Repair Parts	\$25,000.00	\$19,500.00	\$30,000.00	Aging Gillig 40FT. Fleet
53550	Office Supplies	\$19,500.00	\$53,000.00	\$37,500.00	
53670	Computer Programs & Supplies	\$10,000.00	\$0.00	\$5,000.00	
53650	Printing (Schedules, brochures)	\$15,000.00	\$10,500.00	\$15,000.00	
53700	Safety & Emergency Supplies	\$2,500.00	\$350.00	\$1,500.00	
53750	Other Materials & Supplies	\$8,500.00	\$125.00	\$5,500.00	
	TOTAL MATERIALS & SUPPLIES	\$638,500.00	\$622,775.00	\$678,800.00	

ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 2ND DRAFT	ADDITIONAL INFORMATION
54000	UTILITES				
54100	MTA Base: Water, Sewer & Solid Waste	\$20,900.00	\$7,500.00	\$12,000.00	
54125	FB Base: Water, Sewer & Solid Waste, Propane	\$4,800.00	\$3,000.00	\$3,200.00	
54150	Willits Base: Water, Sewer & Solid Waste	\$2,100.00	\$1,750.00	\$2,000.00	
54200	PG&E: Ukiah, Fort Bragg, Willits	\$9,500.00	\$8,875.00	\$9,500.00	
54300	TPX: Ukiah Phones/Internet	\$20,500.00	\$25,500.00	\$25,000.00	
54325	Comcast: Fort Bragg Phones/Internet	\$3,100.00	\$750.00	\$1,500.00	
54350	SEAKAY: South Coast Telephone/Internet	\$1,600.00		\$1,500.00	
54400	Verizon: Admin/OPS Cellular	\$13,500.00	\$23,500.00	\$25,000.00	
	TOTAL UTILITIES	\$76,000.00	\$70,875.00	\$79,700.00	

MENDOCINO TRANSIT AUTHORITY 2020/21 BUDGET W/ LINE ITEM BREAKDOWN	MTA 2020-2021 2ND DRAFT
------------------------------------------------------------------------------	--------------------------------

ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 2ND DRAFT	ADDITIONAL INFORMATION
56000	VEHICLE, CASUALTY & LIABILITY COSTS				
56100	Premiums for Liability & Property Dam.Risk Ins.	\$370,000.00	\$350,000.00	\$390,000.00	
	TOTAL CASUALTY & LIABILITY COSTS	\$370,000.00	\$350,000.00	\$390,000.00	

ACCOUNT	TITLE	FY 2019-20 PROPOSED PRELIMINARY BUDGET	FY 2019-20 PROJ Year-End	2020/21FINAL	ADDITIONAL INFORMATION
57000	TAXES				
57100	Taxes - State Board of Equalization	\$35,000.00	\$4,500.00	\$5,000.00	
57200	Vehicle Licensing & Registration Fees				
57200	Other Licensing Fees & Taxes	\$5,000.00	\$2,000.00	\$2,500.00	
	TOTAL TAXES	\$40,000.00	\$6,500.00	\$7,500.00	

ACCOUNT	TITLE	FY 2019-20 PROPOSED PRELIMINARY BUDGET	FY 2019-20 PROJ Year-End	2020/21FINAL	ADDITIONAL INFORMATION
58000	MISCELLANEOUS				
58050	Dues & Subscriptions	\$7,300.00	\$10,250.00	\$10,250.00	
58200	Travel	\$7,500.00	\$14,500.00	\$7,500.00	
58225	Board Expenses	\$7,300.00	\$500.00	\$5,500.00	
58300	Safety Program (Awards-Banquets-Employee Incent.)	\$6,500.00	\$4,500.00	\$4,500.00	
58400	Training (Classes, Seminars & Materials)	\$5,250.00	\$3,500.00	\$3,500.00	
58450	CDL and DOT Physical Expenses	\$4,000.00		\$3,500.00	
58600	Other Miscellaneous	\$7,500.00	\$1,000.00	\$3,500.00	
	TOTAL MISCELLANEOUS	\$45,350.00	\$34,250.00	\$38,250.00	

ACCOUNT	TITLE	FY 2019-20 PROPOSED PRELIMINARY BUDGET	FY 2019-20 PROJ Year-End	2020/21FINAL	ADDITIONAL INFORMATION
59000	LEASES & RENTALS				
59100	Leases and Rentals	\$19,000.00	\$10,000.00	\$10,000.00	
	TOTAL LEASES & RENTALS	\$19,000.00	\$10,000.00	\$10,000.00	
	TOTAL OPERATING EXPENDITURES	\$5,437,632.00	\$5,224,828.00	\$2,797,631.40	

MENDOCINO TRANSIT AUTHORITY 2020/21 BUDGET W/ LINE ITEM BREAKDOWN	MTA 2020-2021 2ND DRAFT
------------------------------------------------------------------------------	--------------------------------

ACCOUNT	TITLE	FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 2ND DRAFT	ADDITIONAL INFORMATION
---------	-------	----------------------------	--------------------------	---------------------	------------------------

OPERATING REVENUE		FY 2019-20 FINAL BUDGET	FY 2019-20 PROJ Year-End	2020-2021 2ND DRAFT	
41000	REVENUES FROM OPERATING				
41100	Fixed Route Farebox Revenue	\$690,000.00	\$369,268.00	\$200,000.00	
41200	Dial-A-Ride Farebox Revenue				
41300	Redwood Coast Regional Center	\$65,000.00	\$48,790.00	\$35,000.00	
41400	Sonoma County Contract	\$172,000.00	\$135,000.00	\$135,000.00	
	TOTAL OPERATING REVENUES	\$907,000.00	\$553,058.00	\$370,000.00	

42000	REVENUES FROM OTHER SOURCES				
42100	Local Transportation Fund (LTF)	\$3,025,911.00	\$3,025,911.00	\$3,025,911.00	
42150	State Transit Assistance	\$946,179.00	\$709,634.00	\$834,637.00	
42200	5310 Operating Assistance	\$225,000.00	\$150,000.00	\$200,000.00	
42300	5311 Operating Assistance	\$503,210.00	\$503,210.00	\$531,772.00	
42400	5311(f) Operating Assistance	\$300,000.00	\$300,000.00	\$300,000.00	Applied - Not Yet Awarded
42425	LCTOP Cap and Trade	\$110,000.00	\$2,500.00	\$10,500.00	
42415	Cal-OES	\$30,000.00	\$0.00	\$0.00	
42500	Advertising Contract	\$110,000.00	\$100,000.00	\$90,000.00	
42600	Ag Van Leases	\$23,000.00	\$43,656.00	\$45,000.00	
42625	Senior Center Administration	\$26,500.00	\$26,500.00	\$26,500.00	
42650	Maintenance Labor Revenue	\$25,000.00	\$39,603.00	\$35,000.00	
42800	RTAP	\$2,000.00	\$0.00	\$1,000.00	
42900	Investment (Interest) Income	\$15,000.00	\$5,458.00	\$7,500.00	
44000	Other - Fuel Rebates, etc.	\$800.00	\$326.00	\$550.00	
45000	CARES-5311	\$557,349.00	\$101,987.00	\$750,000.00	
46000	CARES-5311(F)	\$144,998.00	\$2,500.00	\$105,000.00	
	TOTAL REVENUES FROM OTHER SOURCES	\$3,954,729.00	\$5,011,285.00	\$5,963,370.00	

TOTAL OPERATING REVENUE	\$4,861,729.00	\$5,564,343.00	\$6,333,370.00	
--------------------------------	-----------------------	-----------------------	-----------------------	--