

Memorandum

Date: October 19, 2018

To: Gloria Boyce, General Manager

From: Matthew P. Branson, CPA, Interim Director of Administrative Services; and,
Julie Thompson, Sr. Budget/Grants Analyst

RE: Resolution 54 – 2018 – Approve the Updated Capital Improvement Plan, Adopt the FY 2019 Operating & Capital Budgets, and Authorize the General Manager to file all FY 2019 Federal and State Grants

Background

The Ben Franklin Transit (BFT) Board of Directors met on October 11, 2018 at 5:00 PM in a Special Budget Meeting to discuss the 2019 proposed operating and capital budget for BFT. At the Regular Board meeting that followed, the Board authorized the release of the proposed Fiscal Year 2019 Operating and Capital Budget for a public review and comment period. To date, BFT has not received any public comments.

The proposed Fiscal Year 2019 Operating Budget of \$42,022,300 and Capital budget of \$22,012,566 as presented are balanced with 2019 Operating Revenues, Federal/State Awards and Reserves.

In January 2015, the Board approved the BFT Strategic Plan with primary and secondary objectives consistent with BFT's Mission Statement and Core Values. The primary and secondary objectives are:

Primary

- Address Community Growth
- Maximize Community Outreach & Involvement
- Implement Succession Planning & Staff Development

Secondary

- Address Community Demographics
- Participate in Economic Development
- Plan for Para-Transit Demographic Shifts
- Integrate Technology
- Pursue Environmentally Friendly Buses

These objectives serve as the core basis in developing our agency-wide 2019 goals and major initiatives which are further developed with measurable outcomes at the department and employee level.

2019 Goals and Major Initiatives

- Safety First (Fleet / Service)
- Ridership Growth
- Strategic Planning
- Implementation of Operational Technology
- Agency Modernization
- FTA Triennial Review

Significant Contractual / Compliance Activities

Collective Bargaining Agreement (CBA) negotiations will begin in 2019 as all three CBAs are set to expire May 31, 2019. This budget does not include any increases in wages that may eventually emerge as a result of contract negotiations.

As a recipient of 5307 Urbanized Area Formula Program funds, BFT is required to participate in a program audit every three years. The FTA **Triennial Review** will be conducted by the FTA in the first half of 2019. The review will examine BFT’s performance and adherence to FTA policies and administrative requirements.

Budget Assumptions

Service Levels & Ridership Assumptions

1. **Service** levels are budgeted to support the improved route system as redesigned and implemented in September 2017. Increases are budgeted to complete the evaluation processes associated with demonstration routes 63D Pasco - Tierra Vida; 68D Pasco – Argent; and River Runner – Kennewick. Taxi feeder increases are budgeted to increase utilization of and connect customers to the fixed route system. Sunday Service increases are budgeted to support our regions Sunday Service needs.

	Revenue Miles			Revenue Hours		
	2018 Forecast	2019 Proposed	Var %	2018 Forecast	2019 Proposed	Var %
Fixed Route	2,503,000	2,503,000	0.00%	166,500	166,500	0.00%
Dial-A-Ride*	2,034,900	2,039,400	0.22%	134,100	134,400	0.22%
Vanpool	3,401,500	3,401,500	0.00%	70,700	70,700	0.00%
General Demand	144,400	145,100	0.48%	6,600	6,700	1.52%
Night Service	166,800	166,800	0.00%	5,500	5,500	0.00%
Taxi Feeder	56,000	58,800	5.00%	2,200	2,300	4.55%
Sunday Service	80,000	83,200	4.00%	2,900	3,000	3.45%
Total Miles/Hours	8,386,600	8,397,800	0.13%	388,500	389,100	0.15%

*Includes Contracted Arc and Taxi Demand Response

2. **Ridership** is budgeted with slight increases over Fiscal Year 2018. We continue to evaluate ridership activities and trends following the route system redesign and implementation in September 2017. Indeed, the demonstration services that began in 2018 were developed in response to feedback provided from the community following the system changes and are increasing ridership, connectivity and mobility in our region.

	Boardings		
	2018 Forecast	2019 Proposed	Var %
Fixed Route	2,019,700	2,029,800	0.50%
Dial-A-Ride*	364,100	365,600	0.41%
Vanpool	650,500	650,500	0.00%
General Demand	27,400	27,500	0.36%
Night Service	24,400	24,400	0.00%
Taxi Feeder	15,700	16,500	5.10%
Sunday Service	13,800	14,300	3.62%
Total Boardings	3,115,600	3,128,600	0.42%

*Includes Contracted Arc and Taxi Demand Response

Revenue Assumptions

3. **Fare** revenues are expected to increase 5.8% as compared to the 2018 forecast and 6.7% as compared to the 2018 budget. The 2019 proposed budget amount is \$3,839,950.
4. **Farebox Recovery Ratio** for combined modes is projected to be 9.0%, a decrease from the 2018 budgeted rate of 9.2% which also equates to the cumulative ratio of 9.2% as of August 31, 2018.
5. **Sales Tax Revenue** is projected at \$36,950,000, a 12.0% increase from the 2018 forecast of \$32,995,400. The increase in sales tax revenue reflects consistent economic growth over the last six years and reflects projected increases with 2019 being an outage/refueling year. Economic growth is due in part to continued construction and growth in the hotel, education, medical and housing markets and is in line with regional economic growth forecasts. Sales tax revenues are programmed to fund operating activities in 2019.
6. **Miscellaneous Revenue** is projected at \$950,000 and is comprised of advertising revenues, interest income and proceeds from the sale of surplus assets.
7. **State Grants** for 2019 have not been awarded as of the date of this memorandum. Vanpool capital activity is typically funded with Washington State Vanpool Investment Program funds. An award is anticipated but is not reflective in the budget until notification is received. For the purposes of communicating capital budgetary needs, Vanpool purchases are being proposed as being funded with fleet replacement reserve funds. We anticipate notification of award prior to the adoption of the budget and will adjust funding sources accordingly.
8. **Federal Grants** are budgeted in the amount of \$4,983,828 and include 5307 and 5339 formula funding for Federal Fiscal Year 2018. Of these funds, 1,900,000 will be used for operating expenditures and \$3,083,828 will be used for capital expenditures.

Work Force Assumptions

9. **Work Force.** In 2018 the Board of Directors authorized the General Manager to increase approved headcount by 11 full-time equivalent (FTE) employees (Resolution 11-2018 and 30-2018). Those changes are reflective in the 2018 total employee (EE) figures below. The 2019 budget requests the Board of Directors authorize the General Manager to increase approved headcount by one (1) additional FTE for a Dispatcher to allow the Operations Department to more effectively manage dispatching activities between Fixed Route and Dial-A-Ride operations.

Department	Operator	Mech, SW & Maint	Supervisor	Admin	2018 Total EE	2019 Request	2019 Total EE	2019 EE by Hours
Fixed Operations	127.00	-	5.50	6.00	138.50	1.00	139.50	139.84
Dial-A-Ride	87.00	-	4.00	15.00	106.00	-	106.00	110.98
General Demand	4.00	-	0.50	-	4.50	-	4.50	5.06
Vanpool	-	-	1.00	3.00	4.00	-	4.00	4.09
Maintenance	-	31.00	3.00	2.00	36.00	-	36.00	37.69
HR, Safety, Training	-	-	4.00	5.00	9.00	-	9.00	9.50
Admin Services	-	-	4.00	11.00	15.00	-	15.00	15.11
Planning, Marketing	-	-	3.00	10.00	13.00	-	13.00	13.06
Total	218.0	31.0	25.0	52.0	326.0	1.0	327.0	335.3

10. **Salaries & Wages** costs are budgeted to increase 3.9% in 2019 as compared to the 2018 forecast. The budget has been prepared with considerations for normal step progression through the salary scale for both represented and non-represented employees but does not include any other wage increases that might be collectively bargained in 2019. In keeping with last year's budget practice, wages and benefits have been budgeted with a utilization rate of 95% allowing for a 5% vacancy rate for Fixed Route and Dial-A-Ride Operators.
11. **Employee Benefits** are budgeted to increase 8.1% in 2019 as compared to the 2018 forecast.
- Health Insurance:** This budget includes a 2% increase for 2019 health insurance or approx. \$254,000 over the prior year. A rate increase of 2% was published by the health insurance provider for non-represented employees; however, rate adjustments have not been published for employees represented by a collective bargaining agreement (CBA). To be conservative, this budget includes a 2% rate increase for all employees and will be updated.
 - Pension:** The mandated employer contribution rate for PERS increases to 12.83% of earnings for 2019, a slight increase from the 2018 average of 12.77%. The impact is approx. \$202,000.
 - Washington State Family Medical Leave (FML) Act:** Starting in 2020, Washington will offer paid family and medical leave benefits to workers. The program will be funded by premiums paid by both employees and employers. The contributions begin in 2019. This budget includes approx. \$28,000 to cover the employer portion of the 2019 contribution.
12. **Professional Services** costs are projected to increase 6.5% in 2019 as compared to the 2018 forecast and decreases 13.3% when compared to 2018 as some projects thought to be completed in 2018 were shifted to 2019.

13. **Fuel & Lubricants** costs are projected to increase 6.5% in 2019 as compared to the 2018 forecast. According to the U.S. Energy Information Administration fuel prices are expected to increase through the end of 2019, with regular gasoline retail averaging \$2.76 per gallon and diesel retail prices averaging \$3.11 per gallon. Net of bulk purchase discounts and tax exemptions on fuel purchases, BFT estimates gasoline will cost an average of \$2.41 per gallon and diesel an average of \$2.76 per gallon.
14. **Tires & Tubes** costs are projected to increase 13.0% in 2019 as compared to the 2018 forecast and increase 5.4% over 2018 budget due to tire replacement cycles. Tires for Fixed Route buses are rented and the tire lease increases 3% in 2019. A new bus comes with rented tires already installed as part of our tire rental agreement; whereas, when BFT buys new DAR and Vanpool vehicles the initial purchase price includes the first set of tires creating a break in the replacement cost cycle. Studded snow tires are usually purchased every-other-year which produces a larger variation in the year to year comparisons.
15. **Material & Supplies** are projected to increase 13.1% in 2019 as compared to the 2018 forecast and increase 11.6% when compared to the 2018 budget. In 2018, BFT implemented new technologies with most first-year software maintenance agreement costs being capitalized. In 2019, those second-year costs are properly accounted for as operating expense.
16. **Liability Insurance** premium costs are budgeted to increase 5.0% over the 2018 forecast and is pending further information from WSTIP. The base rate is subject to increases based on (1) claims paid, (2) experience factors of those in the pool and (3) progress towards meeting the WSTIP strategic commitment to attain a \$5M pool self-insurance retention by 2023.
17. **Rental** costs are budgeted to increase 16.8% in 2019 as compared to the 2018 forecast and increase 31.5% over the 2018 budget due to additional training space needs.
18. **Miscellaneous** costs are budgeted to increase 134.3% in 2019 as compared to the 2018 forecast and an increase of 23.2% when compared to the 2018 budget. The increase is in response to a commitment to training and staff development, even the development of training programs for bargaining unit employees. Also included in miscellaneous costs is a contingency amount of \$120,000 for facility maintenance.

Department Activities / Impacts

19. **Fixed Route Operations** costs are budgeted to increase 7.0% or \$1,010,800 over the 2018 forecast and 6.6% over the 2018 budget due in part to continued labor and benefit costs associated with demonstration service, a requested 2019 additional position (Dispatcher) and to other increases in compensation and benefits, expected parts usage for diesel engine replacements, fuel costs and improving operational technology. Revenue miles are budgeted at 2,503,000; revenue hours at 166,500; boardings at 2,029,800.
20. **Dial-A-Ride Operations** costs are budgeted to increase 3.3% or \$360,900 over the 2018 forecast and 3.8% over the 2018 budget due to increases in compensation and benefits, fuel cost, and cost associated with improving operational technology. Revenue miles are budgeted at 1,749,500; revenue hours at 118,200; boardings at 283,300.

21. **General Demand** costs are budgeted to decrease 7.0% or \$43,900 under the 2018 forecast and 12.8% under the 2018 budget due to a change in staffing levels in Prosser. In 2018, one FTE position was reassigned from the Prosser office to the Tri-Cities office due to changes in service levels. Instead of starting work in Prosser, that FTE position starts work in the Tri-Cities office and performs work in Prosser as needed with costs for Prosser work being charged to General Demand as incurred. This is a continuance of the practice whereby Tri-Cities operators performing Prosser work charge time to General Demand and vice versa for Prosser operators performing Tri-Cities work. Revenue miles are budgeted at 145,100; revenue hours at 6,700; boardings at 27,500.

22. **Vanpool Operations** costs are budgeted to increase 6.9% or \$128,300 over the 2018 forecast and 3.9% over the 2018 budget due to increases in compensation and benefits, fuel and maintenance costs. Revenue miles are budgeted at 3,401,500; revenue hours at 70,700; boardings at 650,500.

23. **Maintenance Department** costs are budgeted to increase 12.2% or \$223,800 over the 2018 forecast and 18.1% over the 2018 budget due to labor and benefit costs associated with adding three positions at the end of 2018 (one Facilities Maintenance Worker and two Equipment Service Workers). Also, to increases in compensation and benefits, fuel and maintenance costs, additional repairs and maintenance as identified with the 2018 Facilities Condition Assessment and a contingency of \$120,000 for facility maintenance. Maintenance Labor Allocations are as presented.

	Labor Allocation
Fixed Route	54.20%
Dial-A-Ride	29.20%
General Demand	1.50%
Contracted Paratransit	1.70%
Vanpool	11.30%
Non-Revenue	2.10%
Total	100.00%

24. **Human Resources / Safety / Training** costs are budgeted to increase 28.1% or \$446,300 over the 2018 forecast and 28.4% over the 2018 budget due to labor and benefit costs associated with adding three positions at the end of 2018 (Training Manager, Training Specialist, Administrative Assistant). Also, costs associated with the comprehensive employee program, development of employee policies and handbook; organizational design; improved training and staff development.

25. **Executive / Administrative Services** costs are budgeted to increase 9.7% or \$304,100 over the 2018 forecast and 3.0% over the 2018 budget due to a triennial review, a review of best practices, file archiving, services, increases in software maintenance agreements, training and staff development.

26. **Marketing / Customer Service** costs are budgeted to increase 28.5% or \$324,790 over the 2018 forecast and increase 29.6% over the 2018 budget due in part to vacancies in 2018 that will be filled in 2019 including the 2018 approved Community Outreach Coordinator position. Increases are also due to costs associated with internal and external marketing and communications efforts as well as customer service support for ridership outreach and retention.

27. **Planning / Service Dev / Marketing** costs are budgeted to increase 17.6% or \$134,110 over the 2018 forecast due in part to costs associated with a FTA Triennial Review, a fare study, and a fixed route efficiency analysis.

a. **Contracted Paratransit** are budgeted at \$1,653,100 which represents a 2.7% decrease or \$45,600 under the 2018 forecast and 6.7% under the 2018 budget due to changes in service levels. Revenue miles are budgeted at 289,900; revenue hours at 16,200; boardings at 82,300.

- b. **Night Service** is budgeted at \$579,400 which represents a 4.9% increase or \$27,000 over the 2018 forecast. The budget will maintain the service level implemented as part of the system redesign and implementation in September 2017. Revenue miles are budgeted at 166,900; revenue hours at 5,500; and boardings at 24,400.
- c. **Taxi Feeder Services** is budgeted at \$312,000 which represents a 25.2% increase or \$62,700 increase over the 2018 forecast to increase utilization of and connect customers to the fixed route system. Revenue miles are budgeted at 58,800; revenue hours at 2,300; boardings at 16,500.
- d. **Sunday Service** is budgeted at \$338,000 which represents a 5.2% increase or \$16,700 increase over the 2018 forecast to support our regions Sunday Service needs. Revenue miles are budgeted at 83,200; revenue hours at 3,000; boardings at 16,500.

Capital Budget

28. The **Capital Improvement Plan (CIP)** for 2019 – 2024 was presented and approved by the Board of Directors July 11, 2018 with projects totaling \$91,277,027. Since July: two projects have updated costs; one new project has been identified; seven projects are completed.

Existing Project Revisions

FAC0009 – Transit Centers – Renovation of Knight Street increases from \$1,200,000 to \$2,400,000 based on revised scope and service costs.

FAC0020 – Facility Maintenance Building increases from \$1,000,000 to \$1,168,690 as Federal Awards are programed, and local programs matched.

New Project Approvals

FAC00021 – Fuel Island Roof Replacement totaling \$40,000. It was noted during the facility condition assessment that the membrane on the Fuel Island Roof is failing.

It is requested the Board of Directors approve the CIP with the revisions noted above show in the figure on the next page

Approved Capital Improvement Program as of 7-12-18	91,277,027
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Updated

FAC0009	Transit Centers - Renovation Knight Street	1,200,000
FAC0020	Facility Maintenance Building	168,690

New

FAC0024	Fuel Island Roof Replacement	40,000
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Closed

FAC0004	Bus Stop Upgrades: Pads/Benches/Shelters, etc.	(101,240)
EQP0008	Snow Plow	(6,700)
EQP0009	Tractor	(60,000)
EQP0010	Trailer	(20,000)
EQP0011	Gator/UTV Replacement	(100,000)
TEC0004	ADP Software - Trapeze Cert Module	(123,500)
TEC0004	ADP Software - Trapeze IVR System (Ripple)	(122,500)

Updated Capital Improvement Program as of 10-11-18	92,151,777
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29. **Capital Budget** authority is requested in the amount of \$22,015,066 as noted in Exhibits A & B.

30. **Overall Effect on Reserves from Operating and Capital Budget.** Budgeted revenues are expected to fund operating expenses and capital expenses are expected to be funded with Federal and State awards and local reserve funds.

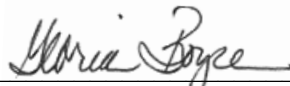
Funding

Budgeted:	No	
Funding Source:	Federal/State/Local/Reserves	
Total Budget:	Operating	\$42,022,300
	Capital	<u>\$22,015,066</u>
	Total	\$64,037,366

Recommendation

Staff recommends the Board Approve Resolution 54-2018 and accept, as updated, the Capital Projects as outlined in the Capital Improvement Plan and as presented in Exhibit A. Staff recommends the Board adopt the Fiscal Year 2019 Operating and Capital Budgets as summarized in Exhibit B to be effective for BFT January 1, 2019. Staff also recommends the Board delegate authority to the General Manager to file the Fiscal Year 2019 Federal and State grants in an amount not to exceed BFT's apportionment sufficient to claim all available current and prior year funds available to BFT.

Forwarded as presented:



Gloria Boyce, General Manager

BEN FRANKLIN TRANSIT

RESOLUTION 54-2018

RESOLUTION APPROVING THE UPDATED CAPITAL IMPROVEMENT PLAN, ADOPTING THE FISCAL YEAR 2019 OPERATING & CAPITAL BUDGETS, AND AUTHORIZING THE GENERAL MANAGER TO FILE ALL FY 2019 FEDERAL AND STATE GRANTS

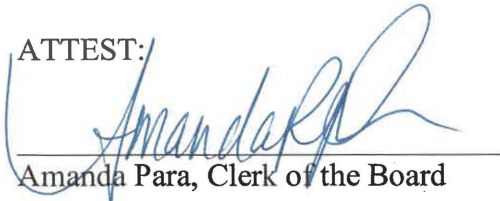
- WHEREAS, the governing authority of Ben Franklin Transit is required by law to adopt a budget for FY 2019 prior to incurring expenses in FY 2019; and
- WHEREAS, the Board was presented the preliminary budget on October 11, 2018 and was subsequently open to public review and comment; and
- WHEREAS, staff has considered Board and public comments; and
- WHEREAS, Exhibit B, attached to this resolution, shows a detailed breakdown of the operating and capital budget proposals discussed.

NOW, THEREFORE, BE IT RESOLVED BY THE BEN FRANKLIN TRANSIT BOARD OF DIRECTORS:

- THAT, the Board hereby accepts, as updated, the Capital Projects as outlined in the Capital Improvement Plan (which is attached to this Resolution as Exhibit A and incorporated herein by reference); and
- THAT, the Board hereby adopts the FY 2019 Operating and Capital Budget (which is attached to this Resolution as Exhibit B and incorporated herein by reference) for Ben Franklin Transit effective January 1, 2019; and
- THAT, the Board hereby authorizes the General Manger to file the FY 2019 Federal and State grants in an amount not to exceed BFT's apportionment sufficient to claim all available current and prior year funds available for BFT.

APPROVED AT A REGULAR BEN FRANKLIN TRANSIT BOARD OF DIRECTORS meeting held Thursday, November 8, 2018, 1000 Columbia Park Trail, Richland, Washington.

ATTEST:


Amanda Para, Clerk of the Board


Matt Watkins, Chairman

APPROVED AS TO FORM BY:


For: Patrick T. Roach, Legal Counsel

2019 - 2024 Capital Improvement Plan (CIP) Details Open and New Projects Oct 11, 2018		[A]	[B]	[A] + [B] = [C]	[D]	[E]	[D] + [E] = [F]	[G]	[G] + [F] = [H]
		CIP Approved Project Amount 07-12-18	2019 Revised & Additional CIP Project Amounts	2019 Updated CIP Project Amounts 10-11-18	Approved Budget Authority 07-12-18	2019 Requested Additional Budget Authority	2019 Updated Budget Authority 10-11-18	Project Expenses Thru 09-11-18	Remaining Budget Authority for 2019

Fleet										
FLT0007	DAR	10	991,087		991,087	991,087		991,087	(514,825)	476,262
FLT0007	DAR - 5310 Funds	6	584,117		584,117	584,117		584,117	(303,423)	280,694
FLT0008	BUS	13	6,389,500		6,389,500	6,389,500		6,389,500	(6,186,352)	203,148
FLT0009	VAN 15 Passenger	35	1,204,000		1,204,000	1,204,000		1,204,000	(1,175,459)	28,541
FLT0010	BUS	6	3,021,000		3,021,000	3,021,000		3,021,000	(3,252)	3,017,748
FLT0011	VAN	32	1,073,600		1,073,600	1,073,600		1,073,600	(957,313)	116,287
FLT0012	DAR - State Funding	Up To 20	2,000,000		2,000,000	2,000,000		2,000,000	(1,038,911)	961,089
FLT0013	VAN - Reinvestment of Insurance/Auction Proceeds	1	38,802		38,802	38,802		38,802	-	38,802
FLT0014	DAR - Reinvestment of Insurance/Auction Proceeds	1	101,404		101,404	101,404		101,404	(47)	101,357
FLT0015	BUS	8	4,827,200		4,827,200	4,827,200		4,827,200	-	4,827,200
FLT0016	DAR	12	1,151,400		1,151,400	1,151,400		1,151,400	-	1,151,400
FLT0017	Non-Revenue: Service Truck	1	60,000		60,000	60,000		60,000	(52,914)	7,086
FLT0018	(2019) DAR	Up To 10	969,095		969,095		969,095	969,095		
FLT0019	(2019) DAR - 5310 Funds	Up To 4	414,511		414,511		414,511	414,511		
FLT0020	(2019) VAN	Up To 22	787,380		787,380		787,380	787,380		
FLT0021	(2019) VAN	Up To 40	1,431,590		1,431,590		1,431,590	1,431,590		
FLT0022	(2019) Non-Revenue: Service Truck	1	61,800		61,800		61,800	61,800		
FLT0023	(2020) BUS	Up To 6	3,183,624		3,183,624					
FLT0024	(2020) BUS - Electric	Up To 2	1,704,880		1,704,880					
FLT0025	(2020) VAN	Up To 40	1,460,222		1,460,222					
FLT0026	(2020) Non-Revenue: OPS Supervisor Vehicles	Up To 8	360,000		360,000					
FLT0027	(2021) VAN	Up To 40	1,489,427		1,489,427					
FLT0028	(2021) Non-Revenue: Service Truck	1	63,654		63,654					
FLT0029	(2022) BUS	Up To 6	3,312,242		3,312,242					
FLT0030	(2022) BUS - Electric	Up To 2	1,756,540		1,756,540					
FLT0031	(2022) DAR	Up To 12	1,198,151		1,198,151					
FLT0032	(2022) VAN	Up To 40	1,519,215		1,519,215					
FLT0033	(2022) Non-Revenue: Service Truck	1	65,564		65,564					
FLT0034	(2023) DAR	Up To 12	1,210,133		1,210,133					
FLT0035	(2023) VAN	Up To 40	1,549,599		1,549,599					
FLT0036	(2023) Non-Revenue: Service Truck	1	67,531		67,531					
FLT0037	(2024) BUS	Up To 6	3,446,057		3,446,057					
FLT0038	(2024) BUS - Electric	Up To 2	1,791,846		1,791,846					
FLT0039	(2024) DAR	Up To 12	1,222,234		1,222,234					
FLT0040	(2024) VAN	Up To 40	1,580,591		1,580,591					
FLT0041	(2024) Non-Revenue: Service Truck	1	69,557		69,557					

Facilities										
FAC0002	Maint Facility Upgrades: Hoist, Auto Fluid Disp, DEF, Maint Bays Upgrade		1,763,235		1,763,235	538,235	200,000	738,235	(112,078)	626,157
FAC0003	Transit Centers - Renovation 22nd		89,721		89,721	89,721	-	89,721	(89,310)	411
FAC0007	Transit Centers - Renovation 3 Rivers		272,212		272,212	272,212		272,212	(55,368)	216,844
FAC0009	Transit Centers - Renovation Knight Street	Updated	1,200,000	1,200,000	2,400,000	1,200,000	1,200,000	2,400,000	(34,400)	2,365,600
FAC0005	MOA Offices Build Outs		1,690,000		1,690,000	190,000	500,000	690,000	(81,422)	608,578
FAC0014	MOA Water Diversion		597,463		597,463	597,463		597,463	(84,654)	512,809
FAC0015	Passenger Amenities Improvements/Construction		8,841,926		8,841,926	3,591,926	3,000,000	6,591,926	(70,906)	6,521,020
FAC0016	Security Plan (consulting, campus imp., equipment)		1,625,000		1,625,000	625,000	125,000	750,000	(208)	749,792
FAC0017	Operations Building Renovations		2,863,600		2,863,600	1,363,600	1,500,000	2,863,600	-	2,863,600
FAC0018	Transit Asset Management Plan / Software		500,000		500,000	500,000		500,000	(161,790)	338,210
FAC0019	Transit Hubs (Connection Points)	Up To 3	8,000,000		8,000,000	-	8,000,000	8,000,000	-	8,000,000
FAC0020	Facility Maintenance Building	Updated	1,000,000	168,690	1,168,690	-	1,168,690	1,168,690	-	1,168,690
FAC0021	Fuel Island Roof Replacement	New	-	40,000	40,000	-	40,000	40,000	-	40,000

Equipment										
EQP0012	Mobile Dispatch Retrofit/Equipment		15,000		15,000	15,000	-	15,000	-	15,000
EQP0013	Bus Equipment		192,000		192,000	-	192,000	192,000	-	192,000

Transit Technologies										
TEC0005	Onboard Integrated Technology System		3,018,826		3,018,826	3,018,826	-	3,018,826	(1,298,175)	1,720,651
TEC0006	ADP Software - Vanpool Application		233,000		233,000	233,000	-	233,000	(89,153)	143,847
TEC0007	Replace Existing Switching Network w/Cisco		150,000		150,000	150,000	-	150,000	(97,810)	52,190
TEC0008	Point of Sale System		50,000		50,000	50,000	-	50,000	-	50,000
TEC0009	Customer Comment Record (CCR) Replacement		50,000		50,000	50,000	-	50,000	-	50,000
TEC0010	IT Related Projects: (Telephone System, ITS Replacement, etc.)		1,933,551		1,933,551	-	-	-	-	-
TEC0011	IT Related Projects - Records Management System		300,000		300,000	-	300,000	300,000	-	300,000
TEC0012	IT Related Projects - Operations Software		2,000,000		2,000,000	-	2,000,000	2,000,000	-	2,000,000
TEC0013	Fare Collection Program		1,000,000		1,000,000	-	125,000	125,000	-	125,000

Other										
PLN0002	Passenger Amenities Study		125,000		125,000	125,000		125,000	(30,213)	94,787
OTH0001	ERP Needs Analysis/Project Scoping		1,075,000		1,075,000	75,000		75,000	-	75,000
Contingency	For unforeseen items meeting the Capital Project definition				-	150,000		150,000	-	150,000

Totals			90,743,087	1,408,690	92,151,777	34,277,093	22,015,066	56,292,159	(12,437,982)	40,189,801
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CIP Approved Project Amount 07-12-18	2019 Revised & Additional CIP Project Amounts	2019 Updated CIP Project Amounts 10-11-18	Approved Budget Authority 07-12-18	2019 Requested Additional Budget Authority	2019 Updated Budget Authority 10-11-18	Project Expenses Thru 09-11-18	Remaining Budget Authority for 2019
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Table I				
2019 Budget (\$)				
	Total	Operating	Capital	Reserves
Revenues				
Local				
Fares	3,513,000	3,513,000	-	-
Contracted Services	326,950	326,950	-	-
Sales Tax	36,950,000	35,332,350	1,617,650	-
Other	950,000	950,000	-	-
Reserve Funds	15,369,979	-	15,369,979	-
Total Local	57,109,929	40,122,300	16,987,629	-
State				
Special Needs	-	-	-	-
Vanpool Investment Program	412,000	-	412,000	-
Total State	412,000	-	412,000	-
Federal				
FFY 2016/17 5310 Mobility/Disabilities	331,609	-	331,609	-
FFY 2017 5339 (c) Bus/Facilities Competitive	1,200,000	-	1,200,000	-
FFY 2018 5307/5340 Formula	6,515,735	1,900,000	2,148,876	2,466,859
FFY 2018 5310 Mobility/Disabilities	176,938	-	-	176,938
FFY 2018 5339 Bus/Facilities Formula	934,952	-	934,952	-
Total Federal	9,159,234	1,900,000	4,615,437	2,643,797
Total Revenues	\$ 66,681,163	\$ 42,022,300	\$ 22,015,066	\$ 2,643,797
Expenditures				
Operating Expenditures				
Bus Operations	15,525,700	15,525,700	-	-
Dial-A-Ride	11,141,200	11,141,200	-	-
General Demand	586,700	586,700	-	-
Vanpool	1,996,300	1,996,300	-	-
Maintenance	2,065,600	2,065,600	-	-
HR / Safety / Training	2,036,700	2,036,700	-	-
Executive / Administrative Services	3,430,500	3,430,500	-	-
Marketing / Customer Service	1,464,260	1,464,260	-	-
Planning / Service Dev / Purchased Transportation	3,775,340	3,775,340	-	-
Total Operating Expenditures	42,022,300	42,022,300	-	-
Capital Program Expenditures				
Fleet Program	3,664,376	-	3,664,376	-
Facilities Program	15,733,690	-	15,733,690	-
Equipment Program	192,000	-	192,000	-
Transit Technologies Program	2,425,000	-	2,425,000	-
Total Operating Expenditures	22,015,066	-	22,015,066	-
Total Expenditures	\$ 64,037,366	\$ 42,022,300	\$ 22,015,066	\$ -

2019 Capital Budget - Details				
Funding Sources				
Source	Local	State	Federal	Total
Local				
Sales Tax	1,617,650	-	-	1,617,650
Reserves	13,259,283	-	-	13,259,283
Local	14,876,933	-	-	14,876,933
State				
Special Needs Funding	-	-	-	-
Regional Mobility Funding	-	-	-	-
Vanpool Investment Program Funding	375,380	412,000	-	787,380
State	375,380	412,000	-	787,380
Federal				
FFY 2017 5339 Bus/Facilities Competitive	300,000	-	1,200,000	1,500,000
FFY 2018 5307/5340 Formula	1,118,676	-	2,148,876	3,267,552
FFY 2018 5310 Mobility/Disabilities	82,902	-	331,609	414,511
FFY 2018 5339 Bus/Facilities Formula	233,738	-	934,952	1,168,690
Federal	1,735,316	-	4,615,437	6,350,753
Total	\$ 16,987,629	\$ 412,000	\$ 4,615,437	\$ 22,015,066

2019 Capital Budget - Details				
Project Details				
Capital Project	Local	State	Federal	Total
Fleet				
DAR - 10	193,819	-	775,276	969,095
DAR (5310 funds) - 4	82,902	-	331,609	414,511
Vanpool - 62	1,806,970	412,000	-	2,218,970
Non-Revenue Service Vehicle - 1	61,800	-	-	61,800
Fleet Program	2,145,491	412,000	1,106,885	3,664,376
Facilities				
Campus Improvements	500,000	-	-	500,000
Facility Maintenance Building	233,738	-	934,952	1,168,690
Fuel Island Roof Replacement	40,000	-	-	40,000
Maintenance Facility Upgrades	40,000	-	160,000	200,000
Operations Building Renovations	300,000	-	1,200,000	1,500,000
Passenger Amenities	3,000,000	-	-	3,000,000
Safety & Security Plan/Equipment	25,000	-	100,000	125,000
Transit Center Renovations	240,000	-	960,000	1,200,000
Transit Hubs	8,000,000	-	-	8,000,000
Facilities Program	12,378,738	-	3,354,952	15,733,690
Equipment				
Bus Equipment	38,400	-	153,600	192,000
Equipment Program	38,400	-	153,600	192,000
Transit Technology				
Fare Collection Program	125,000	-	-	125,000
Operations Software	2,000,000	-	-	2,000,000
Records Management	300,000	-	-	300,000
Transit Technologies Program	2,425,000	-	-	2,425,000
Total	\$ 16,987,629	\$ 412,000	\$ 4,615,437	\$ 22,015,066