AGENDA ITEM 3 C Information Item

MEMORANDUM

DATE: April 24, 2019

TO: El Dorado County Transit Authority

Transit Advisory Committee

FROM: Julie Petersen, Finance Manager

SUBJECT: Fiscal Year 2018/19 Revised Mid-Year Operating Budget

REQUESTED ACTION:

BY MOTION,

1. Fiscal Year 2018/19 Revised Mid-Year Operating Budget Adjustments

2. Use of Contingency funds to offset increases Expenses

BACKGROUND

The Fiscal Year (FY) 2018/19 Mid-Year Adjusted Operating Budget is presented to consider the status of the El Dorado County Transit Authority's (El Dorado Transit) budget at the six (6) month closing. Section 8.9 of the <u>Joint Exercise of Powers Agreement of the El Dorado County Transit Authority</u> states that the Executive Director has the power "to execute transfers within major budget units, as long as the total expenditures of each major budget unit remain unchanged".

The Fiscal Year 2018/19 Mid-Year Operating Budget includes a reduction in Revenue and Service & Supply accounts requiring Board approval.

Account adjustments are noted in bold in the attached budget report.

This item was adopted by the El Dorado County Transit Authority Board on February 7, 2019.

DISCUSSION

Revenue Accounts

Net change is a decrease of \$429,829 in revenue

Account 4270.00 State Transit Assistance (STA): STA funds may be used for operating
revenues if certain criteria are met and capital projects. El Dorado Transit does not
typically use STA to fund transit operations due to the volatility of the funding stream.
STA is impacted by the price and amount of fuel sold and potential legislative action. The
El Dorado Transit Board normally approves a transfer of all STA from operating to

capital as a component of mid-year budget adjustments however; this year final adjustments will be made during the Final Amended Budget Process. The increase of \$253,233 is due to the revised allocation provided by the State Controllers' Office.

- Account 4270.00 State Transit Assistance (STA) <u>Deferred</u>: STA funds may be used for operating revenues if certain criteria are met and capital projects. STA deferred revenue was being used to balance the budget. Contingency funds are requested to allow for the return of deferred funds to the Capital budget.
- Account 4970.00 Interest Income: Interest income has been increased to reflect actual receipts and final projections; revised to \$45,000.
- Account 4100.00 Federal Transit Administration (FTA) Section 5311 Grant: Adjusting to actual allocation; revised to \$509,322.
- Account 4300.00 Farebox: Increase based on first six (6) months actual income; revised to \$245,000.
- Account 4360.00 Scrip: Decrease based on six (6) months actual receivables; revised to \$47,000.
- Account 4400.00 Advertising Revenue: zeroed to allocated revenue to Operating Reserves.
- Account 4990.00 Misc. Revenue: zeroed to allocated revenue to Operating Reserves.
- Account 4107.03 Fair Shuttle AB2766 Grant: Increase to recognize the remaining balance available on this two (2) year grant cycle.
- Account 5060.00 Offset Reserve Fund: Increase based on balance provided by insurance pool; revised to \$8,374.

Service and Supply Accounts Net change is a decrease of \$429,829 expenses

The adjustments in each line item presented, are based on actual costs for the first six (6) months of fiscal year 2018/19 and a projection for the remaining six (6) months.

- Account 5160.07 Park and Ride Maintenance: Increase of \$3,000 based on first six (6) month actual.
- Account 5040.00 Vehicle Maintenance (In-House): Budget line item added in the amount of \$40,000 based on first six (6) month actual. This is for preventive maintenance and incident repairs.
- Account 5040.02 Vehicle Maintenance/Tires & Tubes: Increase in the amount of \$20,000 based on first six (6) month actual.
- Account Vehicle Maintenance/Sales Tax/Fuel & Lubricants: Budget line item increased in the amount of \$10,000 based on first six (6) month actual.
- Account 5030.00 Professional Services: Increase of \$20,000 based on first six (6) month actual and projections for upcoming items.
- Account Rents/Leases Equipment: Increase of \$4,000 based on first six (6) months actual expenses.
- Account 5040.01 Fuel Purchase: Increase of \$50,000 based on first six (6) month actual.

- Account 5090.74 Connect Card Administration Expenses: Budget line item increased in the amount of \$30,000 based on first six (6) months actual expenses.
- Account 6270.00 Contingency: Reduced by \$606,829 to replace the reallocation of deferred STA and other adjustments.

FISCAL IMPACT

The overall outlook of the El Dorado Transit budget is positive. The mid-year budget for fiscal year 2018/19 nets a \$429,829 decrease in revenue and expenses while maintaining the current level of public transportation provided to the residents of the County of El Dorado.

El Dorado Transit is a joint powers agency and does not draw funding from the general funds of either member agency. The annual budget includes a contingency. If contingency funds are not used they are moved to the next fiscal year as allowed per California law under the Transportation Development Act.

EL DORADO COUNTY TRANSIT AUTHORITY ADOPTED MID YEAR OPERATING BUDGET 2018/2019

Page	OPERATING BUDGET		FY 2018/2019 Final	FY 2018/2019 Mid Year	Difference
	REVENUE ACCOUNTS		Adopted 06/07/2018	Adopted 02/07/2019	+-
1900 Subt Transit Assistance STA AVSSUED (Scott State 1930	4270.00	· ,			
		State Transit Assistance (STA) Deferred	\$737,699	\$0	
1400.000 Facebook 3800.000	4270.01	State Transit Assistance (STA)/State of Good Repair (SGR)	\$235,684	\$236,877	\$1,193
	4970.00	Interest Income	\$20,000	\$45,000	\$25,000
1510.00 Courses Seventer S500.00 S500.00 S55.00 S55.	4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$490,631	\$509,322	\$18,691
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	4990.00	Misc. Revenue	\$400	\$0	-\$400
111200	4107.03	Fair Shuttle AB2766 Grant	\$39,785	\$41,899	\$2,114
111200	4109.04	Low Carbon Transit Operations Program (LCTOP) Grant CP	\$217,678	\$217,678	\$0
	4112.00				\$0
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504.0.4 Vehicle Maintenance/Sales Tax/ Fuel & Lub. \$4,300 \$4,300 \$10,000 509.0.8 Vehicle Maintenance/Sales Tax/ Fuel & Lub. \$35,000 \$45,000 \$10,000 5090.40 Memberships \$7,400 \$7,400 \$0 5090.70 Office Expense \$15,000 \$15,000 \$0 5090.80 Postage \$4,000 \$4,000 \$0 5090.00 Operating Expense - Other \$600 \$600 \$0 5090.00 Professional Services \$150,000 \$170,000 \$20,000 \$030.01 Employee Medical Exams \$9,000 \$9,000 \$0 \$030.30 Background Checks \$2,000 \$2,000 \$0 \$090.8 Pubs/Legal Notices \$4,000 \$4,000 \$0 \$090.75 Printing \$20,000 \$20,000 \$0 \$120.02 Rents/Leases - Equipment \$17,000 \$21,000 \$4,000 \$120.03 Rents/Leases - Equipment Purchase - Data Processing \$1,000 \$1,000 \$0 \$140		Vehicle Maintenance/Lubricants		*	
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