

STAFF REPORT



MEETING DATE:	June 27, 2017
SUBJECT:	Approve Amendment #4 to SRTA's Fiscal Year 2016/17 Comprehensive Budget
AGENDA ITEM:	5-6
STAFF CONTACT:	Dave Wallace, Chief Fiscal Officer

STAFF RECOMMENDATION:

It is recommended that the board of directors approve Amendment #4 to SRTA's fiscal year (FY) 2016/17 comprehensive budget.

DISCUSSION:

SRTA's annual comprehensive budget covers all agency activities, including planning activities, road capital projects, non-motorized projects, transit operations, and building ownership.

Amendment #4 reduces the comprehensive budget by \$3,023 for human resources related expenses to bring it in agreement with the Overall Work Program. Attachment A summarizes the changes made to the comprehensive budget.

ALTERNATIVES:

The board of directors may modify Amendment #4 to the SRTA FY 2016/17 budget, provided that such changes are consistent with agreements with Caltrans, the Federal Highway Administration, and the Federal Transit Administration.

FINANCING:

Amendment #4 decreases SRTA's FY 2016/17 comprehensive budget by \$3,032. The Overall Work Program budget remains unchanged.

A handwritten signature in blue ink, appearing to read "D. Little", is written over a horizontal line.

Daniel S. Little, AICP, Executive Director

Attachments: Amended SRTA Comprehensive Fiscal Year 2016/17 Budget (changes highlighted)

Attachment #A
Shasta Regional Transportation Agency
Profit & Loss Budget Overview
 July 2016 through June 2017
 Amendment #4

10:13 AM
 04/17/2017
 Accrual Basis

	Jul '16 - Jun '17	
	Current	Total
Income		
41100 · Federal Highway Administration	1,088,907	1,088,907
41300 · Planning, Program. and Monit	160,695	160,695
41900 · Federal Transit Adm 5303	123,748	123,748
41930 · FTA 5311 (F)	16,700	16,700
42100 · Local Transportation Fund	7,200,400	7,200,400
42200 · State Transit Assistance Fund	800,000	800,000
42650 · Exchange Funds	1,618,729	1,618,729
42710 · TDA Administration	222,545	222,545
42725 · Non-Motorized 15-16	393,482	393,482
42740 · Non-Motorized 14-15	18,036	18,036
42745 · Non-Motorized 16-17	275,000	275,000
42760 · TDA 2% Bike & Ped 13-14	62,035	62,035
42762 · 2% Bike & Ped 14-15	133,220	133,220
42764 · 2% Bike & Ped 15-16	53,051	53,051
42766 · 2% Bike & Ped 16-17	150,000	150,000
42770 · LCTOP (2014-15)	37,319	37,319
42780 · LCTOP (2015-16)	74,291	74,291
42782 · LCTOP (2016-17)	182,537	182,537
42810 · Safe Routes- ATP Cycle 1	172,327	172,327
42840 · GoShasta-ATP Cycle 2	204,000	204,000
42860 · RCEA	0	0
42910 · Shasta College	2,000	2,000
42920 · Super Region Fees	7,060	7,060
42950 · City of Redding-GIS Reimburse	31,140	31,140
42953 · City of Anderson-GIS Reimburse	7,785	7,785
42955 · City of Shasta Lake- IS Reimbur	7,785	7,785
42957 · WSRCD-GIS Reimbursement	235	235
42960 · McConnell Foundation	23,355	23,355
42970 · Caltrans Planning Grant	55,059	55,059
42980 · CTSA Revenue	279,549	279,549
43300 · Rental Income		
43310 · Rental Income- Suite 101	51,276	51,276
43320 · Rental Income- Suite 201	16,800	16,800
43350 · Vacancy Loss	(3,404)	(3,404)
Total 43300 · Rental Income	64,672	64,672
43400 · LTF Rent Subsidy	0	0
Total Income	13,465,662	13,465,662
		12,590,617 OWP #3
		1,364,373 Duplicate Revenue
		64,672 Rental Revenue
		14,019,662 SRTA Overall
		(554,000) RABA Adm
		13,465,662 QB

Amendment #4

		Jul '16 - Jun 17					
Expense							
51000 · Personnel - Other	961,138	961,138					
Total 51000 · Personnel	961,138	961,138					
55000 · Consultants							
55010 · City of Redding on OWP	55,000	55,000					
55015 · City of Shasta Lake on OWP	55,000	55,000					
55018 · SSNP on OWP	59,500	59,500					
55056 · Cnty of Shasta- Non-Motor	235,000	235,000					
55058 · Shasta County Mental Health-ATP	165,000	165,000					
55070 · Shasta College	2,000	2,000					
55100 · Civic Plus	4,232	4,232					
55120 · Interwest	20,000	20,000					
55122 · Toole Design	184,000	184,000					
55140 · Center for Policy and Research	24,008	24,008	24009				
55210 · Consultant- LCTOP 15-16	74,291	74,291					
55220 · Geoterra	103,300	103,300					
55225 · New Venture Advisors	55,059	55,059					
55235 · Tehama County RCD Non-Motorized	58,036	58,036					
55240 · City of Redding Non-Motorized	393,482	393,482					
55245 · RABA for Cottonwood Express	37,319	37,319					
55000 · Consultants - Other	685,843	685,843	30000	398306	30000	30000	
Total 55000 · Consultants	2,211,070	2,211,070	15000				
60250 · Books and Educational materials	1,000	1,000					
60300 · Communication							
60310 · Cell Phone	2,000	2,000					
60320 · Internet	2,000	2,000					
60330 · Telephone	4,000	4,000					
60340 · Elevator	300	300					
60300 · Communication - Other	0	0					
Total 60300 · Communication	8,300	8,300					
60350 · Computer Support							
60355 · T/S in Scope	15,600	15,600					
60357 · TS-Out of Scope	2,000	2,000					
60360 · Hosted Backup	3,700	3,700					
60365 · MxLogic	240	240					
60370 · Annual Web Hosting	936	936					
60350 · Computer Support - Other	0	0					
Total 60350 · Computer Support	22,476	22,476					
60400 · Conferences	3,000	3,000					
60500 · Depreciation-Building	70,200	70,200					
60510 · Depreciation-Equipment	7,800	7,800					
60600 · Dues and Supscriptions	4,500	4,500					
60700 · Education and Training	1,000	1,000					
61000 · Insurance							
61500 · Liability	7,000	7,000					
61600 · Property	5,000	5,000					
61000 · Insurance - Other	0	0					
Total 61000 · Insurance	12,000	12,000					
61670 · Interest							
61675 · Suite 201	9,200	9,200					
61680 · Suite 202	21,800	21,800					
61670 · Interest - Other	0	0					
Total 61670 · Interest	31,000	31,000					
61690 · Licenses	17,000	17,000					
61700 · Meetings	2,000	2,000					
62000 · Postage	2,000	2,000					
63000 · Professional Services							
63200 · Auditing	25,000	25,000					
63300 · Legal	3,000	3,000					
63400 · Human Resources	2,357	(2,357)	0				
63500 · EAP Services	975	975					
63600 · FSA Administration	975	975					
66100 · Human Resources-Teamwork	19,829	(675)	19,154				
Total 63000 · Professional Services	52,136	49,104					

Amendment #4

		Jul '16 - Jun 17
63850 · Property Management Expense	500	500
65000 · Repairs and Maintenance		
65100 · Building	3,468	3,468
65300 · Janitorial	3,908	3,908
65350 · Copier	2,000	2,000
65360 · Elevator	1,104	1,104
65370 · Landscape	3,220	3,220
65000 · Repairs and Maintenance - Other	0	0
Total 65000 · Repairs and Maintenance	13,700	13,700
65400 · Security	4,300	4,300
65450 · Software	6,000	6,000
65500 · Supplies		
65520 · Office	5,000	5,000
65530 · Small Equipment	6,000	6,000
65500 · Supplies - Other	38,800	38,800
Total 65500 · Supplies	49,800	49,800
65600 · Taxes-Property	900	900
66900 · Reconciliation Discrepancies	0	0
67000 · Travel		
67100 · Lodging	1,500	1,500
67200 · Meals	500	500
67300 · Mileage	1,000	1,000
67000 · Travel - Other	0	0
Total 67000 · Travel	3,000	3,000
68000 · Utilities		
68100 · Electric	15,339	15,339
68200 · Natural Gas	528	528
68300 · Sewer	900	900
68400 · Water	900	900
68500 · Garbage	1,176	1,176
68000 · Utilities - Other	0	0
Total 68000 · Utilities	18,843	18,843
69000 · Payments to Cities and Counties		
69100 · City of Redding		
69110 · RABA-STA	679,256	679,256
69120 · Local Transportation Fund	1,046,147	1,046,147
69130 · Exchange Funds	1,164,692	1,164,692
69470 · LTF for RABA	2,249,732	2,249,732
Total 69100 · City of Redding	5,139,827	5,139,827
69200 · City of Anderson		
69220 · Local Transportation Fund	262,621	262,621
69230 · Exchange Funds	132,185	132,185
69250 · STA Payments	75,088	75,088
69270 · LTF for RABA	72,403	72,403
Total 69200 · City of Anderson	542,297	542,297
69300 · City of Shasta Lake		
69320 · Local Transportation Fund	276,375	276,375
69330 · Exchange Funds	129,436	129,436
69340 · STA Payments	51,224	51,224
69370 · LTF for RABA	66,796	66,796
Total 69300 · City of Shasta Lake	523,831	523,831
69400 · County of Shasta		
69420 · Local Transportation Funds	2,513,906	2,513,906
69430 · Exchange Funds	192,416	192,416
Total 69400 · County of Shasta	2,706,322	2,706,322
Total 69000 · Payments to Cities and Counties	8,912,277	8,912,277

Amendment #4

		Jul '16 - Jun '17
69600 · Shasta Snr Nutr. - LTF/TDA	279,549	279,549
69910 · Payments to SRTA for 2% Bike &	142,144	142,144
69920 · Payments to SRTA Under TDA	264,320	264,320
69940 · Non-motorized Payments to SRTA	275,000	275,000
69950 · Payments to SRTA for CTSA	279,549	279,549
70000 · Indirect Cost Allocation		
70100 · Indirect Cost Allocation	0	0
Total 70000 · Indirect Cost Allocation	0	0
Total Expense	13,656,502	(3,032) 13,653,470
	(190,840)	3,032 (187,808)

80100 · Transfers In	0	0
80200 · Transfers Out	0	0
90003 · Use of Money and Property	325,185	325,185
	325,185	325,185

91001 · Architecture Fees	0	0
91003 · Permits & Fees	0	0
91005 · Construction	145,000	145,000
91006 · Construction Contingency	14,000	14,000
91007 · Cabling and Wiring	1,770	1,770
91009 · IT Support	2,132	2,132
91011 · Equipment	26,200	26,200
91013 · Furniture	30,000	30,000
92001 · Principal Payments	106,083	106,083
	325,185	325,185
	0	0
	(190,840)	3,032 (187,808)

PY True-up	STA	(5,564)
PY True-up	LTF	(248,593)
Prior Year	IDC Recovery	117,054
Current Year	IDC Unrecoverable	(75,232)
Rental		24,529
		(187,806)

Amendment #2 Indirect	690,928
Allowable to be collected	(615,696)

Uncollectable in 16-17	75,232
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