



## **NAPA VALLEY TRANSPORTATION AUTHORITY Board Agenda Letter**

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**TO:** Board of Directors  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Justin Paniagua, Senior Finance/Policy Analyst  
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**SUBJECT:** Napa Valley Transportation Authority (NVTA) Second Quarter (Q2)  
Fiscal Year (FY) 2016-17 Financial Statements, Budget Adjustments  
and 5-Year Forecast

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### **RECOMMENDATION**

That the Napa Valley Transportation Authority (NVTA) Board review the NVTA financial performance compared to budget (Attachment 1) for the second quarter (October - December) period and 5-year forecast.

### **COMMITTEE RECOMMENDATION**

None

### **EXECUTIVE SUMMARY**

The purpose of this memo and report is to provide a second quarter update on the agency's financial performance and to provide budget projections over the next 5 years. Staff typically requests approval for budget modifications but no adjustments are needed for the second quarter.

Throughout the fiscal year, staff carefully monitors budget variances versus actual expenses on a quarterly basis. Certain expense items must be adjusted to align with projected expenditures or actual expenses in their respective funds/departments. These budget adjustments will inform NVTA staff of necessary information to ensure a balanced year-end fiscal audit.

Attachment 1 summarizes NVTA's second quarter financial performance. The report includes detailed financial data assessing the agency's performance to budget. The discussion below summarizes and explains budget variances.

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**PROCEDURAL REQUIREMENTS**

1. Staff Report
2. Public Comment

**FINANCIAL IMPACT**

Is there a fiscal impact? No

**CEQA REQUIREMENTS**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION****Financial Performance:***Congestion Management Agency (Planning Fund) Budget vs. Actuals*

NVTA, the Congestion Management Agency, (also known as the General or Planning Fund), recognized \$3,221,904 in revenues for the quarter. Fiscal year-to-date the CMA has recognized approximately 73% of the total budgeted revenues. The majority of revenues are from multiple Transportation Development Act (TDA) disbursements totaling \$2,933,801 and NVTA's Second Quarter (Q2) CMA Planning Grant invoice. Other revenues are salary charge backs to the Public Transit Fund, interest, and some small refunds. Based on updated revenue projections, staff anticipates that revenues received during the fiscal year are projected to be within 1% of budgeted revenues.

Planning Fund expenses totaled \$1,062,676. Fiscal year-to-date, approximately 29% of the fiscal year budget has been expended. Personnel costs were \$467,292 for the second quarter (Q2), and to date 40% of salaries and benefits have been expended. Based on this, year-end personnel expenses are expected to be slightly lower than projections because the agency was not fully staffed until the end of the 2<sup>nd</sup> quarter and staff budgets at the higher end of approved salary ranges. Agency administration and consulting services accounted for \$595,384 in expenses. As of the end of the second quarter 22% of the administration and consulting budget has been expended. Staff is currently projecting a budget carryover of approximately \$1.2 million to the second year of the bi-annual budget. This is caused by front loading our planning budget in the first year and carrying what's left to the second year to complete current and future planning projects.

For reporting purposes, the TFCA fund and AVAA program fund are excluded from the reported fund figures because the funds are passed through to the City/Town/County jurisdictions by NVTA.

### *Public Transit (Transit Fund) Budget vs. Actuals*

Transit operating revenues came in at \$4,539,978 for the quarter. The Public Transit Fund has received a majority of the annual Transportation Development Act (TDA) allocation for the fiscal year; year to date the fund has received 81% of the annual TDA request. Based on updated revenue projections, staff projects that revenues received at the end of the fiscal year are expected to be within 1% of the budgeted revenues.

Overall, operating expenses in the Public Transit Fund totaled \$2,378,467. The primary expense categories were purchased transportation at \$2,131,841 and fuel at \$127,275. Total public transit expenditures equaled 44% of the fiscal year budget. Fuel cost for the fiscal year to date is on average \$2.11 per gallon, an increase of 1% from the fiscal year before. The budget variance is the result of sustained lower fuel costs. Due to an accounting change resulting from NVRTA's new Transdev contract NVRTA will pay the equivalent of thirteen (13) months of service in FY 2016-17. The old contract was paid on a cash basis; invoices were paid in the month received. With the new contract, payments will be switched to an accrual basis where expenses are recognized in the month they occur. Staff is not anticipating a need to increase appropriations at this time in order to cover the additional cost. It is expected that savings from other budget areas, namely fuel and NVRTA's budgeted contingency, will be enough to cover the additional expense.

It should be noted that, the Federal Transit Administration (FTA) released partial apportionments for fiscal year 2017. The partial apportionment equaled approximately 58% or 7/12 of the full year apportionment. If Congress continues to appropriate funds incrementally, NVRTA will have to request advance allocation of TDA funds or borrow against its line of credit – both of which will result in an interest expense.

### *Capital Purchases*

In the second quarter, Vine Transit had \$522,359 in capital expenses. Purchases included final payments for the Computer Aided Dispatch/Automated Vehicle Locator (CAD/AVL) system and the purchase of three (3) paratransit buses. Capital expenditures are lower than budgeted because a planned replacement of several buses will not commence until the second year of the bi-annual budget. Therefore any savings will be carried over to FY 2017-18.

### **5-Year Forecast:**

Based upon revenues and expenses to date, staff is not recommending any changes to the 5-year forecast.

### **Budget Amendments:**

There were no adjustments to total appropriations in the quarter.

*Note that the information summarized in this memo and contained in the attached report has not been audited and should be used for informational purposes only.*

### **Executive Director Delegated Authority**

The Board authorizes the Executive Director up to \$49,999 in delegated authority for any one purchase and up to \$175,000 for construction expenses. The authority limits the Executive Director to cumulative authority – that is, that the total amount of any one contract/award or construction expense must be within the \$50,000 or \$175,000 respectively. The Board further requested that staff provide quarterly disclosure on any executive director delegated authority expenses made over the prior quarter.

The chart on the following page shows delegated authority expenses as of December 31, 2016.

FY 2016-17 QUARTERLY DELEGATED AUTHORITY SMALL CLAIMS REPORT (> \$5K - 50K )							
CONTR/ PO NO.	VENDOR	DESCRIPTION	QTR 1 JUL-SEP	QTR 2 OCT-DEC	QTR 3 JAN-MAR	QTR 4 APR-JUN	TOTAL \$
16-1018	MAGNETIC TICKET	BUS TRANSFER MEDIA	\$ 13,840				\$ 13,840
	TRANSDEV	TRANSMISSION		\$ 8,734			\$ 8,734
	FLUID	WEB HOST		\$ 6,350			\$ 6,350
	REMIX	TRANSIT PLANNING SOFTWARE 3-YRS SUBSCRIPTION		\$ 34,020			\$ 34,020
16-27	MTCO	BOARD ROOM A/V ENHANCEMENT/REDESIGN		\$ 42,992			\$ 42,992
<b>TOTAL</b>			\$ 13,840	\$ 92,096	\$	\$ -	\$ 105,936

### **SUPPORTING DOCUMENTS**

Attachment: (1) Second Quarter FY 2016-17 Financials and 5 Year Forecast Reports

Division: 830 NVTa - Consolidated

		Adopted	Budget	Adjusted								5 Year Forecast				
		Budget	Adjustments	Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	YTD Total	Budget vs Actual	Percent of Budget	Budget	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
Revenues																
41400	Sales and Use Tax	8,832,593	-	8,832,593	681,841	6,768,991			7,450,832	1,381,761	84.36%	1,726,700	3,140,400	3,298,800	3,464,000	3,636,500
43790	State-Other Funding	981,992	-	981,992	-	244,810			244,810	737,182	24.93%	6,243,692	6,913,900	7,212,700	7,522,900	7,843,900
43890	Federal-Other Funding	3,296,282	-	3,296,282	216,643	193,686			410,329	2,885,953	12.45%	1,770,000	1,780,700	1,791,500	1,802,400	1,813,400
43950	Other-Governmental Agencies	400,000	-	400,000	145,031	154,174			299,205	100,795	74.80%	2,251,830	2,092,000	2,092,000	2,092,000	2,092,000
45100	Interest	24,500	-	24,500	6,950	4,510			11,461	13,039	46.78%	395,000	429,700	429,800	429,900	430,000
46800	Farebox Revenue	1,756,770	-	1,756,770	252,181	276,771			528,952	1,227,818	30.11%	21,400	21,600	21,800	22,000	22,200
46810	American Canyon Contribution	30,225	-	30,225	7,032	5,945			12,977	17,248	42.94%	1,372,200	1,399,600	1,427,600	1,456,200	1,485,300
46820	Yountville Contribution	32,068	-	32,068	7,296	7,659			14,955	17,113	46.63%	33,119	33,800	34,500	35,200	35,900
46825	St. Helena Contribution	23,459	-	23,459	5,803	6,194			11,997	11,462	51.14%	34,489	35,200	35,900	36,600	37,300
46830	Calistoga & CTBID Contribution	65,093	-	65,093	24,917	15,038			39,956	25,137	61.38%	24,519	25,000	25,500	26,000	26,500
47900	Miscellaneous	-	-	-	13	2,500			2,513	(2,513)	0.00%	65,093	66,400	67,700	69,100	70,500
49900	Intrafund Revenue	196,000	-	196,000	43,771	81,604			125,375	70,625	63.97%	204,000	208,100	212,300	216,500	220,800
Total Revenues		15,638,982	-	15,638,982	1,391,479	7,761,881	-	-	9,153,361	6,485,621	58.53%	14,142,042	16,146,400	16,650,100	17,172,800	17,714,300
Expenses																
51100	Salaries and Wages	1,418,300	-	1,418,300	188,431	371,402			559,833	858,467	39.47%	1,471,500	1,545,100	1,622,400	1,703,500	1,788,700
51110	Extra Help	-	-	-	2,121	551			2,672	(2,672)	0.00%	-	-	-	-	-
51115	Overtime	-	-	-	-	-			-	-	0.00%	-	-	-	-	-
51200	401A Employer Contribution	18,000	-	18,000	1,000	-			1,000	17,000	5.56%	18,000	18,000	18,000	18,000	18,000
51205	Cell Phone Allowance	1,800	-	1,800	410	600			1,010	790	56.11%	1,800	1,900	2,000	2,100	2,200
51300	Medicare	17,000	-	17,000	3,530	5,308			8,838	8,162	51.99%	17,000	17,900	18,800	19,700	20,700
51400	Employee Insurance-Premiums	186,000	-	186,000	58,341	54,080			112,421	73,579	60.44%	186,000	195,300	205,100	215,400	226,200
51405	Workers Compensation	14,400	-	14,400	-	4,154			4,154	10,246	28.85%	14,400	15,100	15,900	16,700	17,500
51410	Unemployment Compensation	-	-	-	476	-			476	(476)	0.00%	-	-	-	-	-
51600	Retirement	165,000	-	165,000	27,808	28,298			56,106	108,894	34.00%	165,000	173,300	182,000	191,100	200,700
51605	Other Post Employment Benefits	30,000	-	30,000	-	2,898			2,898	27,102	9.66%	31,000	32,600	34,200	35,900	37,700
51990	Other Employee Benefits	3,000	-	3,000	-	-			-	3,000	0.00%	3,000	3,200	3,400	3,600	3,800
Total for: Salaries and Benefits		1,853,500	-	1,853,500	282,117	467,292	-	-	749,409	1,104,091	40.43%	1,907,700	2,002,400	2,101,800	2,206,000	2,315,500
52100	Administration Services	10,000	-	10,000	169	3,628			3,797	6,203	37.97%	10,000	10,300	10,600	10,900	11,200
52125	Accounting/Auditing Services	100,100	-	100,100	2,682	33,140			35,822	64,278	35.79%	76,000	78,300	80,600	83,000	85,500
52130	Information Technology Service	114,982	-	114,982	28,746	28,746			57,491	57,491	50.00%	116,100	119,300	122,700	126,100	129,600
52131	ITS-Communication Services	-	-	-	-	4,399			4,399	(4,399)	0.00%	-	-	-	-	-
52140	Legal Services	60,500	-	60,500	-	6,691			6,691	53,809	11.06%	87,542	89,800	92,100	94,500	96,900
52150	Temporary/Contract Help	10,000	-	10,000	-	-			-	10,000	0.00%	10,500	10,700	10,900	11,100	11,300
52310	Consulting Services	2,293,400	(14,875)	2,278,525	11,356	231,440			242,796	2,035,729	10.66%	287,000	1,431,600	1,474,200	1,518,100	1,563,300
52325	Waste Disposal Services	20,000	-	20,000	-	1,200			1,200	18,800	6.00%	60,000	60,000	61,200	62,400	63,600
52335	Security Services	47,000	-	47,000	3,101	9,156			12,258	34,742	26.08%	32,000	30,000	30,000	30,000	30,000
52340	Landscaping Services	3,000	-	3,000	-	-			-	3,000	0.00%	3,000	3,100	3,200	3,300	3,400
52360	Construction Services	250,000	-	250,000	-	164,799			164,799	85,201	65.92%	-	-	-	-	-
52490	Other Professional Services	8,587,000	-	8,587,000	2,028,703	2,131,841			4,160,544	4,426,456	48.45%	36,000	36,000	36,000	36,700	37,400
52500	Maintenance-Equipment	30,000	-	30,000	4,395	35,375			39,770	(9,770)	132.57%	9,104,500	9,414,000	9,734,000	10,064,900	10,407,000
52505	Maintenance-Buildings/Improvem	42,000	-	42,000	14,030	19,669			33,699	8,301	80.24%	62,000	63,300	64,600	65,900	67,300
52515	Maintenance-Software	72,000	-	72,000	12,596	16,656			29,252	42,748	40.63%	72,000	74,200	76,400	78,700	81,100
52520	Maintenance-Vehicles	32,000	-	32,000	3,153	-			3,153	28,847	9.85%	2,000	12,100	12,200	12,300	12,400
52600	Rents and Leases - Bldg/Land	8,000	-	8,000	1,098	2,405			3,503	4,497	43.79%	8,000	8,200	8,400	8,700	9,000
52605	Rents and Leases - Equipm	48,000	-	48,000	-	2,700			2,700	45,300	5.63%	30,000	30,000	30,000	30,000	30,000
52705	Insurance - Premiums	77,000	-	77,000	3,137	12,101			15,238	61,762	19.79%	106,000	107,000	109,000	111,100	113,200
52800	Communications/Telephone	17,600	-	17,600	6,474	3,369			9,843	7,757	55.93%	22,000	22,300	22,600	23,100	23,600
52810	Advertising/Marketing	300,000	-	300,000	4,347	28,603			32,950	267,050	10.98%	46,000	47,200	48,400	49,700	51,000
52820	Printing & Binding	65,500	-	65,500	3,374	18,053			21,427	44,073	32.71%	182,000	180,600	181,200	181,800	182,500
52825	Bank Charges	16,000	-	16,000	965	1,220			2,185	13,815	13.66%	57,500	58,400	58,800	59,200	59,600
52830	Publications & Legal Notices	12,000	-	12,000	2,796	9,679			12,476	(476)	103.97%	14,000	14,300	14,600	14,900	15,200
52900	Training/Conference Expenses	50,000	-	50,000	6,234	13,432			19,666	30,334	39.33%	50,000	51,500	53,000	54,600	56,200
52905	Business Travel/Mileage	20,000	-	20,000	3,157	4,782			7,939	12,061	39.69%	20,000	20,600	21,200	21,800	22,500
53100	Office Supplies	30,200	-	30,200	2,516	3,024			5,540	24,660	18.35%	22,000	22,600	23,200	23,800	24,500
53110	Freight/Postage	4,000	-	4,000	91	3,607			3,698	302	92.44%	13,200	13,300	13,400	13,700	14,000
53115	Books/Media/Periodicals/Subscr	7,000	-	7,000	226	314			540	6,460	7.72%	7,000	7,200	7,400	7,600	7,800
53120	Memberships/Certifications	36,000	-	36,000	16,442	10,641			27,083	8,918	75.23%	36,000	37,100	38,200	39,300	40,500
53205	Utilities - Electric	25,000	-	25,000	1,253	375			1,628	23,372	6.51%	17,000	17,500	18,000	18,500	19,000
53220	Utilities - Water	13,000	-	13,000	-	7,432			7,432	5,568	57.17%	16,000	16,200	16,400	16,600	16,800
53250	Fuel	1,188,200	-	1,188,200	168,917	127,541			296,458	891,742	24.95%	7,000	7,00			

Division: 83010 & 83000 - NVT-A-CMA

Division: 83010 & 83000 - NVTA-CMA

Division: 83010 & 83000 - NVTA-CMA											5 Year Forecast					
		Adopted Budget	Budget Adjustments	Adjusted Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	YTD Total	Budget vs Actual	Percent of Budget	FY 2017-18				
												Budget	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
Revenues																
41400	Sales and Use Tax	3,532,791	-	3,532,791	225,008	2,933,801			3,158,808	373,983	89.41%	1,726,700	3,140,400	3,298,800	3,464,000	3,636,500
43790	State-Other Funding	69,000	-	69,000	-	-			-	69,000	0.00%	69,000	69,000	69,000	69,000	69,000
43890	Federal-Other Funding	792,000	-	792,000	216,643	193,686			410,329	381,671	51.81%	700,000	700,000	700,000	700,000	700,000
43950	Other-Governmental Agencies	10,000	-	10,000	-	-			-	10,000	0.00%	170,000	10,000	10,000	10,000	10,000
45100	Interest	5,000	-	5,000	1,960	159			2,120	2,880	42.39%	5,000	5,100	5,200	5,300	5,400
46800	Charges for Services	450,000	-	450,000	385	12,654			13,040	436,960	2.90%	-	-	-	-	-
47900	Miscellaneous	-	-	-	13	-			13	(13)	0.00%	-	-	-	-	-
49900	Intrafund Revenue	196,000	-	196,000	43,771	81,604			125,375	70,625	63.97%	204,000	208,100	212,300	216,500	220,800
Total Revenues		5,054,791	-	5,054,791	487,780	3,221,904			3,709,684	1,345,107	73.39%	2,874,700	4,132,600	4,295,300	4,464,800	4,641,700
Expenses																
51100	Salaries and Wages	1,418,300	-	1,418,300	188,431	371,402			559,833	858,467	39.47%	1,471,500	1,545,100	1,622,400	1,703,500	1,788,700
51110	Extra Help	-	-	-	2,121	551			2,672	(2,672)	0.00%	-	-	-	-	-
51115	Overtime	-	-	-	-	-			-	-	0.00%	-	-	-	-	-
51200	457(b) Employer Contribution	18,000	-	18,000	1,000	-			1,000	17,000	5.56%	18,000	18,000	18,000	18,000	18,000
51205	Cell Phone Allowance	1,800	-	1,800	410	600			1,010	790	56.11%	1,800	1,900	2,000	2,100	2,200
51300	Medicare	17,000	-	17,000	3,530	5,308			8,838	8,162	51.99%	17,000	17,900	18,800	19,700	20,700
51400	Employee Insurance-Premiums	186,000	-	186,000	58,341	54,080			112,421	73,579	60.44%	186,000	195,300	205,100	215,400	226,200
51405	Workers Compensation	14,400	-	14,400	-	4,154			4,154	10,246	28.85%	14,400	15,100	15,900	16,700	17,500
51410	Unemployment Compensation	-	-	-	476	-			476	(476)	0.00%	-	-	-	-	-
51600	Retirement	165,000	-	165,000	27,808	28,298			56,106	108,894	34.00%	165,000	173,300	182,000	191,100	200,700
51605	Other Post Employment Benefits	30,000	-	30,000	-	2,898			2,898	27,102	9.66%	31,000	32,600	34,200	35,900	37,700
51990	Other Employee Benefits	3,000	-	3,000	-	-			-	3,000	0.00%	3,000	3,200	3,400	3,600	3,800
Total for: Salaries and Benefits		1,853,500	-	1,853,500	282,117	467,292			749,409	1,104,091	40.43%	1,907,700	2,002,400	2,101,800	2,206,000	2,315,500
52100	Administration Services	10,000	-	10,000	169	3,628			3,797	6,203	37.97%	10,000	10,300	10,600	10,900	11,200
52125	Accounting/Auditing Services	74,000	-	74,000	2,279	32,507			34,785	39,215	47.01%	76,000	78,300	80,600	83,000	85,500
52130	Information Technology Service	80,891	-	80,891	20,223	20,223			40,446	40,446	50.00%	89,000	91,700	94,500	97,300	100,200
52131	ITS-Communication Services	-	-	-	-	4,399			4,399	(4,399)	0.00%	-	-	-	-	-
52140	Legal Services	50,000	-	50,000	-	6,691			6,691	43,309	13.38%	50,000	51,500	53,000	54,600	56,200
52310	Consulting Services	2,233,400	(14,875)	2,218,525	11,356	231,440			242,796	1,975,729	10.94%	277,000	1,421,600	1,464,200	1,508,100	1,553,300
52360	Construction Services	250,000	-	250,000	-	164,799			164,799	85,201	65.92%	-	-	-	-	-
52335	Security Services	12,000	-	12,000	-	1,700			1,700	10,300	14.17%	12,000	10,000	10,000	10,000	10,000
52340	Landscaping Services	3,000	-	3,000	-	-			-	3,000	0.00%	3,000	3,100	3,200	3,300	3,400
52500	Maintenance-Equipment	10,000	-	10,000	-	4,941			4,941	5,059	49.41%	10,000	10,300	10,600	10,900	11,200
52505	Maintenance-Buildings/Improvem	42,000	-	42,000	11,181	16,873			28,054	13,946	66.80%	42,000	43,300	44,600	45,900	47,300
52515	Maintenance-Software	72,000	-	72,000	12,596	16,656			29,252	42,748	40.63%	72,000	74,200	76,400	78,700	81,100
52520	Maintenance-Vehicles	2,000	-	2,000	-	-			-	2,000	0.00%	2,000	2,100	2,200	2,300	2,400
52600	Rents and Leases - Equipment	8,000	-	8,000	1,098	2,405			3,503	4,497	43.79%	8,000	8,200	8,400	8,700	9,000
52705	Insurance - Premiums	65,000	-	65,000	568	11,486			12,054	52,946	18.55%	65,000	67,000	69,000	71,100	73,200
52800	Communications/Telephone	10,000	-	10,000	5,072	1,668			6,740	3,260	67.40%	10,000	10,300	10,600	10,900	11,200
52810	Advertising/Marketing	78,000	-	78,000	120	19,444			19,564	58,436	25.08%	40,000	41,200	42,400	43,700	45,000
52820	Printing & Binding	20,000	-	20,000	3,374	4,536			7,910	12,090	39.55%	20,000	20,600	21,200	21,800	22,500
52825	Bank Charges	12,000	-	12,000	311	613			924	11,076	7.70%	12,000	12,400	12,800	13,200	13,600
52830	Publications & Legal Notices	10,000	-	10,000	2,796	9,679			12,476	(2,476)	124.76%	10,000	10,300	10,600	10,900	11,200
52900	Training/Conference Expenses	50,000	-	50,000	6,234	13,432			19,666	30,334	39.33%	50,000	51,500	53,000	54,600	56,200
52905	Business Travel/Mileage	20,000	-	20,000	3,157	4,782			7,939	12,061	39.69%	20,000	20,600	21,200	21,800	22,500
53100	Office Supplies	20,000	-	20,000	2,516	3,024			5,540	14,460	27.70%	20,000	20,600	21,200	21,800	22,500
53110	Freight/Postage	3,000	-	3,000	91	3,607			3,698	(698)	123.26%	3,000	3,100	3,200	3,300	3,400
53115	Books/Media/Periodicals/Subscr	7,000	-	7,000	226	314			540	6,460	7.72%	7,000	7,200	7,400	7,600	7,800
53120	Memberships/Certifications	36,000	-	36,000	16,442	10,641			27,083	8,918	75.23%	36,000	37,100	38,200	39,300	40,500
53205	Utilities - Electric	17,000	-	17,000	330	375			705	16,295	4.14%	16,000	16,500	17,000	17,500	18,000
53220	Utilities - Water	5,000	-	5,000	-	5,254			5,254	(254)	105.09%	6,000	6,200	6,400	6,600	6,800
53250	Fuel	1,000	-	1,000	57	266			323	677	32.26%	1,000	1,000	1,000	1,000	1,000
Total for: Services and Supplies		3,201,291	(14,875)	3,186,416	100,195	595,384			695,579	2,490,837	21.83%	967,000	2,130,200	2,193,500	2,258,800	2,326,200
Total Expenditures		5,054,791	(14,875)	5,039,916	382,312	1,062,676	-	-	1,444,987	3,594,929	28.67%	2,874,700	4,132,600	4,295,300	4,464,800	4,641,700
Net Surplus (Deficit)		-	14,875	14,875	105,468	2,159,228			2,264,696			-	-	-	-	-
54600	Depreciation Expense	30,000	-	30,000	-				-	30,000	0.00%	30,000	-	-	-	

Division: 83020 - NVTA-Public Transit

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											5 Year Forecast					
		Adopted Budget	Budget Adjustments	Adjusted Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	YTD Total	Budget vs Actual	Percent of Budget	FY 2017-18 Budget	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
Revenues																
41400	Sales and Use Tax (TDA)	5,299,802	-	5,299,802	456,833	3,835,190			4,292,024	1,007,778	80.98%	6,174,692	6,844,900	7,143,700	7,453,900	7,774,900
43790	State-Other Funding	912,992	-	912,992	-	244,810			244,810	668,182	26.81%	1,070,000	1,080,700	1,091,500	1,102,400	1,113,400
43890	Federal-Other Funding	2,504,282	-	2,504,282	-	-			-	2,504,282	0.00%	2,081,830	2,082,000	2,082,000	2,082,000	2,082,000
43950	Other-Governmental Agencies	390,000	-	390,000	145,031	154,174			299,205	90,795	76.72%	390,000	424,600	424,600	424,600	424,600
45100	Interest	19,500	-	19,500	4,990	4,351			9,341	10,159	47.90%	21,400	21,600	21,800	22,000	22,200
46800	Farebox Revenue	1,306,770	-	1,306,770	251,796	264,117			515,912	790,858	39.48%	1,372,200	1,399,600	1,427,600	1,456,200	1,485,300
46810	American Canyon Contribution	30,225	-	30,225	7,032	5,945			12,977	17,248	42.94%	33,119	33,800	34,500	35,200	35,900
46820	Yountville Contribution	32,068	-	32,068	7,296	7,659			14,955	17,113	46.63%	34,489	35,200	35,900	36,600	37,300
46825	St. Helena Contribution	23,459	-	23,459	5,803	6,194			11,997	11,462	51.14%	24,519	25,000	25,500	26,000	26,500
46830	Calistoga & CTBID Contribution	65,093	-	65,093	24,917	15,038			39,956	25,137	61.38%	65,093	66,400	67,700	69,100	70,500
47900	Miscellaneous	-	-	-	-	2,500			2,500	(2,500)	0.00%					
Total Revenues		10,584,191	-	10,584,191	903,699	4,539,978	-	-	5,443,677	5,140,514	51.43%	11,267,342	12,013,800	12,354,800	12,708,000	13,072,600
Expenses																
52125	Accounting/Auditing Services	26,100	-	26,100	403	634			1,037	25,063	3.97%	27,100	27,600	28,200	28,800	29,400
52130	Information Technology Service	34,091	-	34,091	8,523	8,523			17,046	17,046	50.00%	37,542	38,300	39,100	39,900	40,700
52140	Legal Services	10,500	-	10,500	-	-			-	10,500	0.00%	10,500	10,700	10,900	11,100	11,300
52150	Temporary/Contract Help	10,000	-	10,000	-	-			-	10,000	0.00%	10,000	10,000	10,000	10,000	10,000
52310	Consulting Services	60,000	-	60,000	-	-			-	60,000	0.00%	60,000	60,000	61,200	62,400	63,600
52325	Waste Disposal Services	20,000	-	20,000	-	1,200			1,200	18,800	6.00%	20,000	20,000	20,000	20,000	20,000
52335	Security Services	35,000	-	35,000	3,101	7,456			10,558	24,442	30.16%	36,000	36,000	36,000	36,700	37,400
52490	Other Professional Services	8,587,000	-	8,587,000	2,028,703	2,131,841			4,160,544	4,426,456	48.45%	9,094,500	9,403,700	9,723,400	10,054,000	10,395,800
52500	Maintenance-Equipment	20,000	-	20,000	4,395	30,435			34,830	(14,830)	174.15%	20,000	20,000	20,000	20,000	20,000
52505	Maintenance-Buildings/Improvem	-	-	-	2,849	2,796			5,645	(5,645)	0.00%	-	10,000	10,000	10,000	10,000
52520	Maintenance-Vehicles	30,000	-	30,000	3,153	-			3,153	26,847	10.51%	30,000	30,000	30,000	30,000	30,000
52605	Rents and Leases - Bldg/Land	48,000	-	48,000	-	2,700			2,700	45,300	5.63%	41,000	40,000	40,000	40,000	40,000
52705	Insurance - Premiums	12,000	-	12,000	2,569	615			3,184	8,816	26.53%	12,000	12,000	12,000	12,200	12,400
52800	Communications/Telephone	7,600	-	7,600	1,402	1,701			3,102	4,498	40.82%	6,000	6,000	6,000	6,000	6,000
52810	Advertising/Marketing	222,000	-	222,000	4,227	9,159			13,386	208,614	6.03%	162,000	160,000	160,000	160,000	160,000
52820	Printing & Binding	45,500	-	45,500	-	13,517			13,517	31,983	29.71%	45,500	46,000	46,000	46,000	46,000
52825	Bank Charges	4,000	-	4,000	654	607			1,260	2,740	31.51%	4,000	4,000	4,000	4,000	4,000
52830	Publications & Legal Notices	2,000	-	2,000	-	-			-	2,000	0.00%	2,000	2,000	2,000	2,000	2,000
53100	Office Supplies	10,200	-	10,200	-	-			-	10,200	0.00%	10,200	10,200	10,200	10,400	10,600
53110	Freight/Postage	1,000	-	1,000	-	-			-	1,000	0.00%	1,000	1,000	1,000	1,000	1,000
53205	Utilities - Electric	8,000	-	8,000	924	-			924	7,076	11.55%	10,000	10,000	10,000	10,000	10,000
53220	Utilities - Water	8,000	-	8,000	-	2,177			2,177	5,823	27.22%	6,000	6,000	6,000	6,000	6,000
53250	Fuel	1,187,200	-	1,187,200	168,861	127,275			296,136	891,064	24.94%	1,418,000	1,432,200	1,446,500	1,461,000	1,475,600
Total for: Services and Supplies		10,388,191	-	10,388,191	2,229,764	2,340,634	-	-	4,570,398	5,817,793	44.00%	11,063,342	11,395,700	11,732,500	12,081,500	12,441,800
54315	Interest on Debt (I-Bank)	-	-	-	-	-		-	-	-	0.00%		410,000	410,000	410,000	410,000
57900	Intrafund Expenditures	196,000	-	196,000	43,771	37,832			81,604	114,396	41.63%	204,000	208,100	212,300	216,500	220,800
Total for: Other Expenses		196,000	-	196,000	43,771	37,832	-	-	81,604	114,396	41.63%	204,000	618,100	622,300	626,500	630,800
Total Expenditures		10,584,191	-	10,584,191	2,273,535	2,378,467	-	-	4,652,001	5,932,190	43.95%	11,267,342	12,013,800	12,354,800	12,708,000	13,072,600
Net Surplus (Deficit)		-	-	-	(1,369,836)	2,161,511	-	-	791,676	(791,676)		-	-	-	-	-
54600	Depreciation Expense	2,092,000	-	2,092,000	-				-	2,092,000	0.00%	2,207,000	2,251,100	2,296,100	2,342,000	2,388,800
Capital Revenues																
41410	Sales and Use Tax - Capital	8,210,000	-	8,210,000	2,721,859	278,037			2,999,896	5,210,104	36.54%	4,100,000	895,000	1,850,000	1,550,000	1,350,000
43790	State-Other Funding	-	-	-	-	-			-	-	0.00%	-	-	-	-	-
43890	Federal-Other Funding	950,000	-	950,000	-	-			-	950,000	0.00%	3,500,000	8,000,000	3,500,000	800,000	1,000,000
Total Revenues		9,160,000	-	9,160,000	2,721,859	278,037	-	-	2,999,896	6,160,104	32.75%	7,600,000	8,895,000	5,350,000	2,350,000	2,350,000
Capital Expenses																
55100	Land	2,575,000	14,875	2,589,875	2,589,873	-			2,589,873	2	100.00%	-	-	-		
55200	Construction in Progress	675,000	-	675,000	-	-			-	675,000	0.00%	6,000,000	12,500,000	6,100,000	100,000	100,000
55400	Equipment	5,910,000	-	5,910,000	306,324	522,359			828,683	5,081,317	14.02%	4,600,000	750,000	2,250,000	2,250,000	2,250,000
Total for: Other Expenses		9,160,000	14,875	9,174,875	2,896,197	522,359	-	-	3,418,556	5,756,319	33.24%	10,600,000	13,250,000	8,350,000	2,350,000	2,350,000
Total Expenditures		9,160,000	14,875	9,174,875	2,896,197	522,359	-	-	3,418,556	5,756,319	37.26%	10,600,000	13,250,000	8,350,000	2,350,000	2,350,000
Net Surplus (Deficit)		-	(14,875)	(14,875)	(174,338)	(244,322)	-	-	(418,660)			(3,000,000)	(4,355,000)	(3,000,000)	-	-