



NAPA VALLEY TRANSPORTATION AUTHORITY Board Agenda Letter

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 (NVRTA) Fiscal Year End (FYE) 2018-19 Financial Statements, 5-Year Forecast and Delegated Authority Matrix, and Resolution No. 19-14 Amending the Fiscal Year (FY) 2019-20 Budget

RECOMMENDATION

That the Napa Valley Transportation Authority (NVRTA) Board (1) review the NVRTA financial performance compared to budget (Attachment 1) for the fiscal year ending June 30, 2019 period and 5-year forecast and (2) approve Resolution No. 19-14 (Attachment 2) increasing the fiscal year 2019-20 budget by \$9,209,703.

OTHER OPTIONS FOR CONSIDERATION

The Board of Directors may choose not to approve Resolution No. 19-14 (Attachment 2) or approve the resolution with a different appropriation amount.

COMMITTEE RECOMMENDATION

None

EXECUTIVE SUMMARY

NVRTA adopted a biennial budget cycle for the fiscal years ending in 2019 (FY 2018-19) and 2020 (FY 2019-20). Several expenses are front loaded in the first year of the biennial budget. Unused balances are carried over to the next fiscal year through a Resolution. Staff requests approval for a budget amendment for FY 2019-20 in the amount of \$9,209,703 for remaining carryover budget balances and expenses for contracts and projects previously approved.

Attachment 1 summarizes NVTAG's full fiscal year financial performance. The report includes detailed financial data assessing the agency's performance to budget. The discussion section summarizes and explains budget variances.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FINANCIAL IMPACT

Is there a fiscal impact? Yes, increase FY 2019-20 budget appropriations by \$9,209,703.
New Appropriation Request: \$47,664
Rollover from previous fiscal year: \$9,162,039

See Table 1 for the Expenses and Financing Carryover Amounts

Table 1: Expenses and Financing Carryovers

Expenses	Amount	Reason
Capital Budget	\$5,418,039	Rollover of unused capital budget
CMA- Professional Services	\$3,744,000	Rollover of unused consulting fees
Software maintenance	\$ 47,664	Real-time vehicle data software by Swiftly
Total Amendments	\$9,209,703	

Consequences if not approved: Several projects and programs will be postponed or suspended without the carryover and additional spending authority.

STRATEGIC GOALS MET BY THIS PROPOSAL

Goal 3: Use taxpayer dollars efficiently. The budget establishes parameters for each consultant contract and helps NVTAG track expenses and report changes to the NVTAG Board.

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

NVT A, the Congestion Management Agency (CMA), (also known as the General or Planning Fund), recognized \$7,329,898 in revenues in FY 2018-19 or approximately 80% of the total budgeted revenues. Most revenues are from Transportation Development Act (TDA) disbursements totaling \$5,533,143 and federal grants in the amount of \$1,297,921. Other revenues are salary charge backs to the Public Transit Fund, interest, refunds, and state grant funds.

Planning Fund expenses totaled \$5,078,796, equal to approximately 57% of the fiscal year budget. Personnel costs were \$2,088,626 for the fiscal year, equal to 99% of the salaries and benefits budgeted. Agency administration and consulting services accounted for \$2,038,100 in expenses, 35% of the total fiscal year adjusted budget. The budget carryover of approximately \$3,744,000 to the second year of the bi-annual budget is made up of the total remaining budget in consulting services. This is caused by front loading the planning budget in the first year and rolling over what's left to the second year to complete current and future planning projects.

For reporting purposes, the Transportation Fund for Clean Air (TFCA) fund and Abandoned Vehicle Abatement Authority (AVAA) program fund are excluded from the reported CMA fund figures because the funds are passed through to the City/Town/County jurisdictions by NVT A. The TFCA numbers are however included in the Consolidated Financial Statement.

Public Transit (Transit Fund) Budget vs. Actuals

Transit operating revenues came in at \$11,299,292 for the fiscal year. The Public Transit Fund received 97% of budgeted revenues. The Public Transit Fund received an additional \$1,030,689 from the Federal Transportation Administration (FTA). Most of the delta came from the Small Transit Intensive Communities (STIC) Funds program. STIC funds are not budgeted since they are merit-based awards for meeting higher levels of service criteria.

Overall, operating expenses in the Public Transit Fund totaled \$11,196,174. The primary expense categories were purchased transportation at \$8,962,438 and fuel at \$1,200,871. Total public transit expenditures constitute 97% of the fiscal year adjusted budget. Fuel cost for the fiscal year averaged \$3.02 per gallon, an increase of 10% from the previous fiscal year.

Capital Purchases

In FY 2018-19 NVT A completed three (3) capital projects. NVT A purchased new bus stop signs, six (6) bus shelters, and a new engine for the Yountville Trolley. Total capital

expenditures for the year were \$65,149. The remaining budget of \$5,418,039 will be rolled over into the FY 2019-20 budget.

5-Year Forecast:

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

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 requested that staff provide quarterly disclosure on any Executive Director delegated authority expenses made over the prior quarter. The Table 2 below shows delegated authority expenses as of June 30, 2019.

Table 2: Executive Director Delegated Authority

QUARTERLY DELEGATED AUTHORITY SMALL CLAIMS REPORT (\$5K > 50K)							FY 18-19
CON NO.	VENDOR	DESCRIPTION	QTR 1 JUL-SEP	QTR 2 OCT-DEC	QTR 3 JAN-MAR	QTR 4 APR-JUN	TOTAL \$
1841	SHERWOOD	ADA ASSIST (SGTC BOARD RM)	\$ 6,200				\$ 6,200
181006	PENINSULATORS	OFFICE SHADES	\$ 29,988		\$ 7,512		\$ 37,500
181008	UTA	APCs (3 EA)	\$ 15,822				\$ 15,822
181011	SMITH's	STORAGE RM CABINETS	\$ 24,680				\$ 24,680
181012	SIGN DIMENSIONS	BUS STOP SIGNS		\$ 8,566			\$ 8,566
181014	TOLAR	BUS SHELTERS		\$ 49,175			\$ 49,175
181015	ABBEY	STORAGE RM CARPET		\$ 10,520			\$ 10,520
1850	RIDEAMIGOS	TRAVEL DEMAND MGMT SVCS		\$ 17,885			\$ 17,885
	MOODY INVESTORS	CREDIT RATING ANALYTICS	\$ 6,000				\$ 6,000
	CHICOBAG	MARKETING MATERIAL		\$ 13,976			\$ 13,976
	COAST LANDSCAPE	MULCH / WEED ABATEMENT		\$ 6,962			\$ 6,962
	FLUID NRG	WEBSITE		\$ 19,100			\$ 19,100
	GRANICUS	LEGISLATIVE SOFTWARE		\$ 19,600			\$ 19,600
	REMIX	SOFTWARE		\$ 41,000			\$ 41,000
191002	GENFARE	MEDIA FARE			\$ 7,405		\$ 7,405
191003	NAPA ELECTRIC	PnR LIGHT POLE RETROFIT (6)			\$ 13,964		\$ 13,964
191006	OUTFRONT	BULLETINBOARD AD/HWY29			\$ 47,460		\$ 47,460
	BARTEL ASSOC	OPEB EVALUATION			\$ 12,805		\$ 12,805
	TRANSDEV	BUS WASH REPAIR			\$ 5,261		\$ 5,261
1913	EYEP SOLUTIONS	SGTC SECURITY CAMERAS *Construction<\$175k				\$ 63,991	\$ 63,991
1915	TY LIN	BUILD GRANT APPLICATION				\$ 49,000	\$ 49,000
1850-A1	RIDEAMIGOS	V-COMMUTE INCENTIVES				\$ 23,000	\$ 23,000
191004	SWIFTLY	VINE TRANSIT REAL TIME SOFTWARE				\$ 48,864	\$ 48,864
1901	TRILLIUM	DESIGN & DEVELOP NEW VINETRANSIT.COM				\$ 49,640	\$ 49,640
	LOHNES & WRIGHT	DESIGN & PAGINATION NEW MAP/SCHED LOCAL/REG				\$ 6,120	\$ 6,120
	COMPASS LITHO	PRINT NEW MAP/SCHED (18,650)				\$ 11,502	\$ 11,502
	PANDORA	AUDIO ADVERTISING FOR BOTTLEROCK				\$ 13,000	\$ 13,000
	S&P GLOBAL	STANDARD & POORS ANALYTICAL SVC ANNL				\$ 5,000	\$ 5,000
	BELL PRODUCTS	REPLACE HVAC COMPRESSOR & REPAIRS				\$ 7,373	\$ 7,373
	TRANSDEV	BUS 138 ENGINE REBUILD				\$ 12,789	\$ 12,789
	TRANSDEV	BUS 134 GILLIG REAR CRADLE REPAIR				\$ 7,378	\$ 7,378
	UNIVERSAL BLDG	PRESSURE WASH BUS BAYS & WINDOWS				\$ 5,313	\$ 5,313
		TOTAL	\$ 82,690	\$ 186,784	\$ 94,407	\$ 302,970	\$ 666,850

SUPPORTING DOCUMENTS

- Attachments: (1) Fiscal Year End 2018-19 Financial Statements and 5 Year Forecast
 (2) Resolution No. 19-14

Division: 830 NVIA - Consolidated										5 Year Forecast FY 2019-20					September 18, 2019				
	Adopted Budget	Budget Adjustments	Adjusted Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	YTD Total	Budget vs Actual	Percent of Budget	Budget	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24				
Revenues																			
41400 Sales and Use Tax	12,304,839	-	12,304,839	2,000,000	4,940,309	2,463,133	729,324	10,132,766	2,172,073	82.35%	9,076,495	11,818,600	9,210,000	12,222,900	9,566,200				
41410 Sales and Use Tax - Capital	-	100,000	100,000	-	-	-	88,912	88,912	11,088	0.00%	-	-	-	-	-				
43790 State-Other Funding	1,806,413	-	1,806,413	-	752,634	417,900	610,161	1,780,695	25,718	98.58%	1,506,600	1,549,700	1,594,100	1,639,900	1,687,000				
43890 Federal-Other Funding	4,459,424	-	4,459,424	-	39,403	573,729	3,800,902	4,414,034	45,390	98.98%	2,846,600	2,797,700	2,839,700	2,882,500	2,926,200				
43950 Other-Governmental Agencies	629,400	-	629,400	-	1,411	358,364	357,271	717,046	(87,646)	113.93%	715,400	715,400	715,400	715,400	715,400				
45100 Interest	46,400	-	46,400	8,583	24,606	16,720	21,181	71,089	(24,689)	153.21%	47,000	47,700	48,400	49,100	49,800				
46800 Charges for Services (Forebox)	1,187,100	-	1,187,100	268,486	219,220	228,969	563,270	1,279,943	(92,843)	107.82%	1,271,700	1,309,900	1,349,200	1,389,700	1,431,400				
46810 American Canyon Contribution	35,700	-	35,700	13,350	8,800	8,000	6,819	36,169	(469)	101.31%	37,700	38,800	40,000	41,200	42,400				
46820 Yountville Contribution	38,600	-	38,600	9,800	9,800	9,800	11,903	41,303	(2,703)	107.00%	40,000	41,200	42,400	43,700	45,000				
46825 St. Helena Contribution	31,655	-	31,655	9,800	6,600	6,600	11,293	34,293	(2,638)	108.33%	32,455	33,400	34,400	35,400	36,500				
46830 Callistoga & CTBID Contribution	65,100	-	65,100	25,000	15,000	10,000	15,000	65,000	100	99.85%	65,100	67,100	69,100	71,200	73,300				
47150 Other Grants	-	-	-	-	-	-	-	-	-	0.00%	-	-	-	-	-				
47400 Insurance Settlement	-	-	-	-	-	3,686	-	3,686	(3,686)	100.00%	-	-	-	-	-				
48100 Sale of Capital Assets	-	-	-	-	-	-	-	-	-	0.00%	-	-	-	-	-				
49900 Intrafund Revenue	243,500	-	243,500	47,278	50,629	41,387	46,185	185,480	58,020	76.17%	253,500	261,100	268,900	277,000	285,300				
Total Revenues	20,848,131	100,000	20,948,131	2,382,297	6,067,611	4,138,287	6,262,221	18,850,416	2,097,715	89.99%	15,892,550	18,680,600	16,211,600	19,368,000	18,558,500				
Expenses																			
51100 Salaries and Wages	1,552,700	-	1,552,700	165,449	422,162	367,282	598,290	1,553,183	(483)	100.03%	1,614,400	1,662,800	1,712,700	1,764,100	1,817,000				
51110 Extra Help	5,000	-	5,000	2,893	-	-	-	2,893	2,107	0.00%	5,000	5,000	5,000	5,000	5,000				
51200 401A Employer Contribution	24,500	-	24,500	750	1,550	13,908	7,697	23,906	594	97.57%	24,500	24,500	24,500	24,500	24,500				
51205 Cell Phone Allowance	3,000	-	3,000	450	750	900	1,050	3,150	(150)	0.00%	3,000	3,100	3,200	3,300	3,400				
51300 Medicare	18,000	-	18,000	3,987	5,978	5,160	7,304	22,429	(4,429)	124.60%	18,000	18,500	19,100	19,700	20,300				
51400 Employee Insurance-Premiums	300,000	-	300,000	67,073	70,102	75,425	73,980	286,580	13,420	95.53%	321,600	331,200	341,100	351,300	361,800				
51405 Workers Compensation	14,400	-	14,400	-	5,963	2,763	2,711	11,437	2,963	79.42%	14,400	14,800	15,200	15,700	16,200				
51410 Unemployment Compensation	-	-	-	161	161	3,570	1,365	2,527	(2,527)	0.00%	-	-	-	-	-				
51600 Retirement	166,000	-	166,000	39,683	33,706	29,906	39,454	142,748	23,252	85.99%	180,000	185,400	191,000	196,700	202,600				
51605 Other Post Employment Benefits	25,000	-	25,000	-	-	-	38,000	38,000	(13,000)	152.00%	25,000	25,800	26,600	27,400	28,200				
51990 Other Employee Benefits	3,000	-	3,000	-	2,657	-	(884)	1,773	1,227	59.11%	3,000	3,200	3,400	3,600	3,800				
Total for: Salaries and Benefits	2,111,600	-	2,111,600	280,444	543,029	498,914	766,238	2,088,626	22,974	98.91%	2,208,900	2,274,300	2,341,800	2,411,300	2,482,800				
52100 Advertising Services	10,000	65,000	75,000	6,195	3,720	187	61,968	68,519	6,481	91.36%	10,000	10,200	10,400	10,600	10,800				
52125 Accounting/Auditing Services	95,700	-	95,700	4,888	1,523	62,791	4,993	76,195	19,505	79.62%	95,700	97,400	99,200	101,000	103,000				
52130 Information Technology Services	97,490	-	97,490	24,373	24,373	24,373	24,373	97,490	-	100.00%	101,400	103,100	104,800	106,600	108,700				
52131 ITS-Communication Services	21,741	-	21,741	5,435	5,435	5,435	5,435	21,741	-	100.00%	22,400	22,800	23,300	23,800	24,300				
52140 Legal Services	85,700	-	85,700	-	-	35,579	23,482	59,061	26,639	68.92%	85,700	87,400	89,100	90,900	92,700				
52150 Temporary/Contract Help	7,500	-	7,500	-	-	-	-	-	7,500	0.00%	7,500	7,500	7,500	7,500	7,500				
52310 Consulting Services	5,882,100	(100,000)	5,782,100	85,283	766,957	255,094	930,766	2,038,100	3,744,000	35.25%	926,300	3,469,300	694,700	3,538,700	708,600				
52325 Waste Disposal Services	18,500	-	18,500	1,476	5,904	1,476	9,802	18,657	(157)	100.85%	18,700	18,800	18,900	19,000	19,100				
52335 Security Services	42,000	-	42,000	1,559	7,738	2,592	6,258	18,148	23,852	43.21%	42,000	42,300	42,600	42,900	43,500				
52340 Landscaping Services	5,000	-	5,000	650	3,800	1,210	9,750	15,410	(10,410)	308.20%	5,200	5,300	5,400	5,500	5,600				
52490 Other Professional Services	9,985,000	-	9,985,000	2,307,777	2,458,643	2,318,410	2,064,657	9,149,486	835,514	91.63%	9,800,300	9,996,300	10,196,200	10,400,100	10,608,100				
52500 Maintenance-Equipment	132,500	-	132,500	51,502	51,010	33,551	42,144	178,208	(45,708)	134.50%	135,000	108,000	108,500	109,000	109,500				
52505 Maintenance-Buildings/Improvem	68,778	100,000	168,778	16,570	63,829	43,714	57,191	181,304	(12,526)	107.42%	90,000	91,500	93,000	94,600	96,200				
52510 Maintenance-Bldg-PW Charges	16,222	-	16,222	-	-	-	10,912	10,912	5,310	67.27%	17,000	17,300	17,600	18,000	18,400				
52515 Maintenance-Software	115,500	35,000	150,500	21,703	78,764	51,800	(13,641)	138,626	11,874	92.11%	115,500	117,000	118,000	119,000	120,600				
52520 Maintenance-Vehicles	62,000	-	62,000	-	-	-	20,167	20,167	41,833	32.53%	62,000	47,000	47,000	47,000	47,000				
52600 Rents and Leases - Equipment	7,000	-	7,000	967	1,995	2,357	2,133	7,453	(453)	106.47%	7,000	7,100	7,200	7,300	7,400				
52605 Rents and Leases - Bldg/Land	6,000	-	6,000	-	-	-	-	-	6,000	0.00%	6,000	-	-	-	-				
52705 Insurance - Premiums	75,000	-	75,000	709	27,739	13,906	380,391	422,745	(347,745)	563.66%	75,000	76,500	78,000	79,500	81,100				
52800 Communications/Telephone	21,500	-	21,500	2,611	9,001	4,443	11,184	27,239	(5,739)	126.69%	21,500	21,700	21,900	22,100	22,300				
52810 Advertising/Marketing	172,500	-	172,500	12,000	64,709	20,585	49,552	146,846	25,654	85.13%	172,500	156,100	157,200	158,300	159,500				
52820 Printing & Binding	60,000	-	60,000	11,116	7,268	12,470	35,195	66,048	(6,048)	110.08%	60,000	55,300	55,600	55,900	56,200				
52825 Bank Charges	14,000	-	14,000	573	900	560	13,713	15,837	(1,837)	112.08%	14,000	14,200	14,400	14,600	14,800				
52830 Publications & Legal Notices	17,500	-	17,500	604	2,310	873	5,104	11,300	6,200	64.57%	17,500	17,800	18,100	18,400	18,700				
52900 Training/Conference Expenses	40,000	-	40,000	2,786	18,380	4,243	15,602	41,011	(1,011)	102.53%	40,000	40,800	41,600	42,400	43,200				
52905 Business Travel/Mileage	15,000	-	15,000	693	3,441	2,761	5,601	12,497	2,503	83.31%	15,000	15,300	15,600	15,900	16,200				
53100 Office Supplies	35,000	-	35,000	926	15,270	8,221	14,526	38,943	(3,943)	111.27%	35,000	35,700	36,400	37,100	37,800				
53110 Freight/Postage	4,000	-	4,000	1,798	878	2,129	2,268	7,073	(3,073)	176.83%	4,000	3,600	3,700	3,800	3,900				
53115 Books/Media/Periodicals/Subscr	6,000	-	6,000	3,296	815	1,534	5,830	11,475	(5,475)	191.24%	6,000	6,100	6,200	6,300	6,400				
53120 Memberships/Certifications	35,000	-	35,000	3,236	27,267	611	6,785	37,899	(2,899)	108.28%	35,000	35,700	36,400	37,100	37,800				
53205 Utilities - Electric	31,000	-	31,000	1,936	15,744	2,886	6,975	27,541	3,459	88.84%	31,000	31,500	32,000	32,500	33,000				
53220 Utilities - Water	25,000	-	25,000	-	10,450	4,681	5,225	20,356	4,644	81.43%	25,000	25,200	25,400	25,600	25,900				
53250 Fuel	1,282,800	-	1,282,800	91,161	392,828	216,208	501,426	1,201,624	81,176	93.67%	1,347,950	1,361,400	1,375,000	1,388,700	1,402,600				
Total for: Services and Supplies	18,493,031	100,000	18,593,031	2,661,826	4,069,240	3,134,679	4,322,167	14,187,912	4,405,119	76.31%	13,447,150	16,145,200	13,600,900	16,679,700	14,090,400				
54315 Interest on Debt (I-Bank; Bank of Marin)	-	-	-	-	-	-	-	-	-	0.00%	-	933,000	326,000	621,000	606,600				
57900 Intrafund Expenditures	243,500	-	243,500	47,277	52,028	41,645	44,530	185,480	58,020	76.17%	253,500	261,100	268,900	277,000	285,300				
Total for: Other Expenses	243,500	-	243,500	47,277	52,028	41,645	44,530	185,480	58,020	76.17%	253,500	261,100	268,900	277,000	285,300				
Total Expenditures	20,848,131	100,000	20,948,131	2,989,547	4,664,297	3,675,237	5,132,935	16,462,017	4,486,114	78.58%	15,909,550	18,680,600	16,211,600	19,368,000	16,858,500				
Net Surplus (Deficit)	-	-	-	(607,251)	1,403,314	463,050	1,129,286	2,388,399	-	-	(17,000)	-	-	-	-				
54600 Depreciation Expense	2,122,000	-	2,122,000	-	-	-	-	-	2,122,000	0.00%	2,857,900	2,915,100	2,973,400	3,032,900	3,093,600				
Capital Revenues																			
41410 Sales and Use Tax - Capital	2,695,657	-	2,695,657	-	-	-	11,824	11,824	2,683,833	0.00%	-	933,000	326,000	621,000	606,600				
43950 Other-Governmental Agencies	1,963,789	-	1,963,789	-	20,647	-	25,545	46,192	-	0.00%	-	865,000	609,000	309,000	318,300				
43890 Federal-Other Funding	923,742	-	923,742	-	-	-	-	-	923,742										

Vision: 83010 & 83000 - NVTA-CMA											5 Year Forecast				

vision: 83020 - NVTA-Public Transit

												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 2019-20 Budget	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Revenues																
41400	Sales and Use Tax (TDA)	5,960,608	-	5,960,608	1,000,000	2,755,374	1,352,077	(418,916)	4,688,535	1,272,073	78.66%	6,594,595	6,614,000	6,705,200	6,797,200	6,891,500
43790	State-Other Funding	1,737,413	-	1,737,413	-	752,634	417,900	566,877	1,737,411	2	100.00%	1,437,600	1,480,700	1,525,100	1,570,900	1,618,000
43890	Federal-Other Funding	2,085,424	-	2,085,424	-	-	-	3,116,113	3,116,113	(1,030,689)	149.42%	2,056,600	2,097,700	2,139,700	2,182,500	2,226,200
43950	Other-Governmental Agencies	426,400	-	426,400	-	-	338,364	108,036	446,400	(20,000)	104.69%	426,400	426,400	426,400	426,400	426,400
45100	Interest	26,400	-	26,400	4,700	12,998	7,275	6,053	31,025	(4,625)	117.52%	27,000	27,300	27,600	27,900	28,200
46800	Farebox Revenue	1,187,100	-	1,187,100	267,948	218,618	220,049	392,742	1,099,357	87,743	92.61%	1,271,700	1,309,900	1,349,200	1,389,700	1,431,400
46810	American Canyon Contribution	35,700	-	35,700	13,350	8,000	8,000	6,819	36,169	(469)	101.31%	37,700	38,800	40,000	41,200	42,400
46820	Yountville Contribution	38,600	-	38,600	9,800	9,800	9,800	11,903	41,303	(2,703)	107.00%	40,000	41,200	42,400	43,700	45,000
46825	St. Helena Contribution	31,655	-	31,655	9,800	6,600	6,600	11,293	34,293	(2,638)	108.33%	32,455	33,400	34,400	35,400	36,500
46830	Calistoga & CTBID Contribution	65,100	-	65,100	25,000	15,000	10,000	15,000	65,000	100	99.85%	65,100	67,100	69,100	71,200	73,300
47400	Insurance Settlement	-	-	-	-	-	3,686	-	3,686	(3,686)	0.00%	-	-	-	-	-
47900	Miscellaneous	-	-	-	-	-	-	-	-	-	0.00%	-	-	-	-	-
48100	Sale of Capital Assets	-	-	-	-	-	-	-	-	-	0.00%	-	-	-	-	-
49900	Intrafund Transfers-In	-	-	-	-	-	-	-	-	-	0.00%	-	-	-	-	-
Total Revenues		11,594,400	-	11,594,400	1,330,597	3,779,024	2,373,751	3,815,920	11,299,292	295,108	97.45%	11,989,150	12,136,500	12,359,100	12,586,100	12,818,900
Expenses																
52125	Accounting/Auditing Services	19,700	-	19,700	-	462	1,000	943	2,405	17,295	12.21%	19,700	19,900	20,100	20,300	20,700
52130	Information Technology Service	29,200	-	29,200	7,300	7,300	7,300	7,300	29,200	-	100.00%	31,000	31,300	31,600	31,900	32,500
52140	Legal Services	10,700	-	10,700	-	-	-	-	-	10,700	0.00%	10,700	10,900	11,100	11,300	11,500
52150	Temporary/Contract Help	7,500	-	7,500	-	-	-	-	-	7,500	0.00%	7,500	7,500	7,500	7,500	7,500
52325	Waste Disposal Services	15,000	-	15,000	1,200	4,798	1,200	7,198	14,395	605	95.97%	15,000	15,000	15,000	15,000	15,000
52335	Security Services	30,000	-	30,000	1,559	6,038	2,592	4,683	14,873	15,127	49.58%	30,000	30,300	30,600	30,900	31,500
52490	Other Professional Services	9,485,000	-	9,485,000	2,307,777	2,318,582	2,318,410	2,017,670	8,962,438	522,562	94.49%	9,800,300	9,996,300	10,196,200	10,400,100	10,608,100
52500	Maintenance-Equipment	107,500	-	107,500	49,085	46,675	29,644	36,513	161,917	(54,417)	150.62%	110,000	82,500	82,500	82,500	82,500
52505	Maintenance-Buildings/Improvem	15,000	-	15,000	-	1,646	-	-	1,646	13,354	0.00%	15,000	15,000	15,000	15,000	15,000
52515	Maintenance-Software	65,500	-	65,500	-	41,000	10,500	-	51,500	14,000	0.00%	65,500	66,000	66,000	66,000	66,500
52520	Maintenance-Vehicles	60,000	-	60,000	-	-	-	20,167	20,167	39,833	33.61%	60,000	45,000	45,000	45,000	45,000
52605	Rents and Leases - Bldg/Land	6,000	-	6,000	-	-	-	-	-	6,000	0.00%	6,000	-	-	-	-
52705	Insurance - Premiums	15,000	-	15,000	-	7,197	3,919	368,073	379,189	(364,189)	2527.93%	15,000	15,300	15,600	15,900	16,200
52800	Communications/Telephone	14,000	-	14,000	2,017	5,375	2,165	6,418	15,975	(1,975)	114.11%	14,000	14,000	14,000	14,000	14,000
52810	Advertising/Marketing	117,500	(30,000)	87,500	-	32,605	15,809	14,133	62,547	24,953	71.48%	117,500	100,000	100,000	100,000	100,000
52820	Printing & Binding	45,000	-	45,000	9,848	4,368	10,550	32,641	57,407	(12,407)	127.57%	45,000	40,000	40,000	40,000	40,000
52825	Bank Charges	4,000	-	4,000	573	559	560	13,359	15,052	(11,052)	376.31%	4,000	4,000	4,000	4,000	4,000
52830	Publications & Legal Notices	2,500	-	2,500	-	-	-	444	444	2,056	17.75%	2,500	2,500	2,500	2,500	2,500
53110	Freight/Postage	1,000	-	1,000	-	-	-	2,121	2,121	(1,121)	212.13%	1,000	500	500	500	500
53205	Utilities - Electric	6,000	-	6,000	392	1,841	1,191	2,541	5,964	36	99.41%	6,000	6,000	6,000	6,000	6,000
53220	Utilities - Water	13,000	-	13,000	-	6,771	3,175	2,637	12,583	417	96.79%	13,000	13,000	13,000	13,000	13,000
53250	Fuel	1,281,800	-	1,281,800	91,056	392,547	216,027	501,240	1,200,871	80,929	93.69%	1,346,950	1,360,400	1,374,000	1,387,700	1,401,600
Total for: Services and Supplies		11,350,900	(30,000)	11,320,900	2,470,807	2,877,765	2,624,041	3,038,081	11,010,694	310,206	97.26%	11,735,650	11,875,400	12,090,200	12,309,100	12,533,600
54315	Interest on Debt (I-Bank)	-	-	-	-	-	-	-	-	-	0.00%	-	-	-	-	-
57900	Intrafund Expenditures	243,500	-	243,500	47,277	52,028	41,645	44,530	185,480	58,020	76.17%	253,500	261,100	268,900	277,000	285,300
Total for: Other Expenses		243,500	-	243,500	47,277	52,028	41,645	44,530	185,480	58,020	76.17%	253,500	261,100	268,900	277,000	285,300
Total Expenditures		11,594,400	(30,000)	11,564,400	2,518,083	2,929,794	2,665,686	3,082,611	11,196,174	368,226	96.82%	11,989,150	12,136,500	12,359,100	12,586,100	12,818,900
Net Surplus (Deficit)		-	30,000	30,000	(1,187,486)	849,230	(291,935)	733,309	103,118	(73,118)		-	-	-	-	-
54600	Depreciation Expense	2,852,000	-	2,852,000	-	-	-	2,676,250	2,676,250.00	175,750.00	93.84%	2,857,900	2,915,100	2,973,400	3,032,900	3,093,600
Capital Revenues																
41410	Sales and Use Tax - Capital	2,695,657	-	2,695,657	-	-	-	11,824	11,824	2,683,833	0.44%	-	933,000	326,000	621,000	606,600
43950	State-Other Funding	923,742	-	923,742	-	-	-	-	-	923,742	0.00%	-	865,000	609,000	309,000	318,300
43890	Federal-Other Funding	1,963,789	-	1,963,789	-	20,647	-	25,545	46,192	1,917,597	2.35%	-	1,582,000	165,000	170,000	175,100
45100	Interest	-	-	-	-	-	-	(39)	(39)	39	#DIV/0!	-	-	-	-	-
Total Revenues		5,583,188	-	5,583,188	-	20,647	-	37,329	57,976	5,525,212	1.04%	-	3,380,000	1,100,000	1,100,000	1,100,000
Capital Expenses																
55100	Land	-	-	-	-	-	-	-	-	-	0.00%	-	-	-	-	-
55200	Construction in Progress	1,075,000	-	1,075,000	-	-	-	-	-	1,075,000	0.00%	-	100,000	100,000	100,000	100,000
55400	Equipment	4,508,188	-	4,508,188	-	11,686	4,288	49,175	65,149	4,443,039	1.45%	-	3,280,000	1,000,000	1,000,000	1,000,000
Total for: Other Expenses		5,583,188	-	5,583,188	-	11,686	4,288	49,175	65,149	5,518,039	1.17%	-	3,380,000	1,100,000	1,100,000	1,100,000
Total Expenditures		5,583,188	-	5,583,188	-	11,686	4,288	49,175	65,149	5,518,039	1.17%	-	3,380,000	1,100,000	1,100,000	1,100,000
Net Surplus (Deficit)		-	-	-	-	8,961	(4,288)	(11,846)	(7,173)			-	-	-	-	-

RESOLUTION No. 19-14

**A RESOLUTION OF THE
NAPA VALLEY TRANSPORTATION AUTHORITY (NVTA)
AMENDING THE FY 2019-20 BUDGET TO
INCREASE APPROPRIATIONS BY \$9,209,703**

WHEREAS, the Napa Valley Transportation Authority (NVTA) is designated the countywide transportation planning agency responsible for Highway, Streets and Roads, and transit planning and programming within Napa County, and

WHEREAS, on an routine basis the Board reviews and approves a budget for all transit services including fixed route, deviated route, paratransit, and taxi subsidy as well as NVTA administration and planning, and

WHEREAS, the NVTA Board of Directors has approved a budget for fiscal year 2019-20 with \$18,779,550 in total expenditures;

WHEREAS, the bi-annual budget was front loaded in the first year resulting in \$9,162,039 of budget rollover; and

WHEREAS, several contracts and projects were approved subsequent to the adoption of the bi-annual budget totaling \$47,664, and

WHEREAS, the money is available to NVTA, but an additional allocation request is needed for the use of funds.

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NOW, THEREFORE, BE IT RESOLVED, that the Napa Valley Transportation and Authority amend the FY 2019-20 Budget and increase the appropriation of \$18,779,550 by \$9,209,703 for expenditures in fund 8300 and authorizes the Executive Director to take all necessary actions to secure indicated Federal, State, Regional, and Local resources, and to execute contracts with Member Agencies or funding entities as necessary.

Passed and Adopted the 18th day of September, 2019.

Chris Canning, NVTa Chair

Ayes:

Nays:

Absent:

ATTEST:

Karalyn E. Sanderlin, NVTa Board Secretary

APPROVED:

DeeAnne Gillick, NVTa Legal Counsel