



TO: Board of Directors

DATE: October 12, 2010

**FROM: Celia McAdam, Executive Director
David Melko, Senior Transportation Planner**

**SUBJECT: FY 2010/11 WESTERN PLACER CONSOLIDATED TRANSPORTATION
SERVICE AGENCY BUDGET AMENDMENT #1**

ACTION REQUESTED

Adopt the FY 2010/11 Budget Amendment #1 for the Western Placer Consolidated Transportation Service Agency (WPCTSA).

BACKGROUND

As a government entity, WPCTSA must adopt an annual budget for income and expenditures, based on projections for the coming year. As the actual income and expenses are finalized as each fiscal year progresses, refinements will be necessary. For that reason, amendments to the budget are normally expected during the fiscal year.

DISCUSSION

Attachment 1 provides the operating budget summary for the WPCTSA for FY 2010/11 as provided in Amendment #1. Operating revenues, which now total \$930,233, have increased substantially since adoption of the FY 2010/11 budget for the following reasons:

- The recently completed Triennial Performance Audit recommends that the agency show the fully allocated cost for WPCTSA / Seniors First partnerships. Previously, the WPCTSA budget only showed the agency's share toward program costs. This necessitates adding in \$178,000 of Seniors First match revenue. Under adopted PCTPA policy, the Senior First revenue serves as the local match / fare recovery required for transit operators under the Transportation Development Act (TDA).
- The LTF Article 4.5 is up by \$109,474 due to a significant carryover from FY 2009/10 represented in the FY 2010/11 final apportionment. LTF Article 4.5 totals \$572,906, and is based on a four (4) percent allocation to the WPCTSA
- In July, State Transit Assistance (STA) revenue was allocated by the State Controller. Due to ongoing state budget issues, it was not expected that there would be STA money available this year, and thus this \$57,549 revenue was not accounted for in the adopted June budget.
- The TDA fiscal auditor has identified a cumulative carryover for WPCTSA of \$121,778.

In addition, WPCTSA was awarded a Federal Transit Administration (FTA) Urban New Freedom grant of \$162,206, as well as an FTA Rural New Freedom grant of \$25,294. The grants are identified in Amendment #1 as pending operating revenue as they have not yet been received. The grants will help fund the continuation of the "Health Express" non-emergency medical transportation pilot service for the next two years.

A Contingency Reserve of \$165,000 has been created to cover potential budget deficiencies where an original appropriation of funds has proved inadequate to cover necessary expenditures. As recent experience has demonstrated, LTF revenues which serve as the WPCTSA primary source of

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operating revenue have fluctuated widely over the past several years due to the volatile economic climate.

An end of the year operating budget surplus of \$1,175 is projected, which is intended to be carried over into FY 2011/12.

Attachment 1 also includes the capital budget summary. Capital revenues total \$189,772, consisting entirely of Prop 1B fund programs to be expended on capital programs. Grant applications have been submitted for all of the Prop 1B funds.

**Western Placer CTSA Operating Budget Summary
FY 2010/2011 - Amendment #1**

12-Oct-10

Operating Expenditures	FY 2010/2011 Amendment #1	FY 2010/2011 Adopted	Difference
PCTPA Staff Administration MOU - Per PCTPA OWP WE #23	\$ 55,433	\$ 55,611	\$ (178)
Legal Services	\$ 4,000	\$ 4,000	\$ -
Consulting Services	\$ -	\$ -	\$ -
Placer Collaborative Network (PCN) Membership	\$ 125	\$ 125	\$ -
Accounting Services	\$ 500	\$ 500	\$ -
Fiscal Auditors (TDA)	\$ 5,000	\$ 5,000	\$ -
Direct Expenses (1)	\$ 1,500	\$ 1,500	\$ -
Subtotal PCTPA Administration	\$ 66,558	\$ 66,736	\$ (178)
Seniors First - Health Express Pilot Program (2)	\$ 500,000	\$ 375,000	\$ 125,000
Seniors First - Volunteer Door-to-Door Pilot Program (2)	\$ 97,000	\$ 44,000	\$ 53,000
Seniors First - Voucher Program Pilot Program (3)	\$ 7,500	\$ 7,500	\$ -
South Transportation Call Center - CTSA Share (4)	\$ 25,000	\$ 25,000	\$ -
South Transportation Call Center - FTA 5307 Grant Local Match (5)	\$ 30,000	\$ 30,000	\$ -
Transit Ambassador Insurance Coverage (6)	\$ -	\$ -	\$ -
Surplus D-A-R Vehicle Program for Social Service Non-Profits (7)	\$ -	\$ -	\$ -
Taylor Road Shuttle Two-Year Pilot Service Enhancement (8)	\$ 38,000	\$ 38,000	\$ -
Contingency Reserve	\$ 165,000	\$ -	\$ 165,000
Subtotal WP CTSA Programs	\$ 862,500	\$ 519,500	\$ 343,000
Total WP CTSA Program Costs	\$ 929,058	\$ 586,236	\$ 342,822

Operating Revenue	FY 2010/2011 Amendment #1	FY 2010/2011 Adopted	Difference
FY 2010/11 LTF Article 4.5 (9)	\$ 572,906	\$ 463,432	\$ 109,474
FY 2010/11 State Transit Assistance (9)	\$ 57,549	\$ -	\$ 57,549
LTF Article 4.5 Carryover (10)	\$ 121,778	\$ 21,949	\$ 99,829
Seniors First match toward Health Express Pilot Program (11)	\$ 125,000	\$ -	\$ 125,000
Seniors First match toward Volunteer Door-to-Door Pilot Program (11)	\$ 53,000	\$ -	\$ 53,000
Total Operating	\$ 930,233	\$ 485,381	\$ 444,852

Pending Operating Revenue	FY 2010/2011 Amendment #1	FY 2010/2011 Adopted	Difference
FFY 2009/10 FTA 5317 Urban New Freedom Grant (12)	\$ 162,206	\$ 162,206	\$ -
FFY 2009/10 FTA 5317 Rural New Freedom Grant (12)	\$ 25,294	\$ -	\$ 25,294
Total Pending	\$ 187,500	\$ 162,206	\$ 25,294

Operating Revenue to Operating Expenditure Comparison	FY 2010/2011 Amendment #1	FY2009/2010 Adopted	Difference
Surplus / (Deficit) (13)	\$ 1,175	\$ (100,855)	\$ 102,030

Notes

1. Direct Expenses include auto, advertising, meeting expenses, postage, printing and reproduction, and travel.
2. Represents program fully allocated cost vs. WPCTSA funding share only.
3. Vouchers fund last resort transportation; estimate is based on five year historical average with Pride.
4. Assume 800 calls/month @ 10 minutes each @ \$15/hour.
5. \$30,000 represents 20 percent local match required for \$150,000 FTA 5307 grant for ADA - secured by Roseville Transit for Call Center.
6. Insurance to be funded out of prior year STA allocation from PCTPA to Roseville Transit for Transit Ambassador program.
7. PCTPA received from Caltrans on behalf of WPCTSA FY 2007/08 PTMISEA allocation, eliminating the need to set aside local funds for this purpose.
8. \$38,000 represents annualized cost for a two year pilot service agreement with Placer County.
9. WPCTSA allocation for FY 2010/2011 approved at 4.0 percent by PCTPA in February 2010.
10. Cumulative LTF carryover.
11. Represents Seniors First local match toward Health Express and Volunteer Door-to-Door Pilot Programs.
12. SACOG and Caltrans New Freedom grant application awards; revenue is pending & has not been received.
13. Surplus funds go to carryover.

Western Placer CTSA Capital Budget Summary
FY 2010/2011 - Amendment #1

12-Oct-10

Capital Revenue (Allocations) (1)	FY 2010/2011 Amendment #1	FY 2010/2011 Adopted	Difference
FY 2007/08 Prop 1B	\$ 54,428	\$ 54,428	\$0
FY 2008/09 Prop 1B	\$ 58,827	\$ 58,827	\$0
FY 2009/10 Prop 1B	\$ 47,271	\$ 10,445	\$36,826
FY 2007/08 Prop 1B	\$ 10,445	\$ 10,445	\$0
FY 2008/09 Prop 1B	\$ 10,445	\$ -	\$10,445
FY 2009/10 Prop 1B	\$ 8,356	\$ -	\$8,356
Total Capital	\$ 189,772	\$ 134,145	\$55,627

Notes

1. Applications submitted for allocation amounts shown.