



**SPECIAL JOINT MEETING
AGENDA
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS
LOCAL TRANSPORTATION AUTHORITY
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS AND
MEASURE A AUTHORITY**

DATE: Thursday, May 19, 2016
3:00 p.m.

LOCATION: Board of Supervisors Chambers
481 Fourth Street
Hollister, CA 95023

DIRECTORS: Chair Tony Boch, Directors Ignacio Velazquez, Anthony Botelho,
Victor Gomez and Jerry Muenzer
Alternates: San Benito County: Jaime De La Cruz;
City of Hollister: Mickie Luna; San Juan Bautista: Jim West
Ex Officio: Caltrans District 5

Persons who wish to address the Board of Directors must complete a Speaker Card and give it to the Clerk prior to addressing the Board. Those who wish to address the Board on an agenda item will be heard when the Chairperson calls for comments from the audience. Following recognition, persons desiring to speak are requested to advance to the podium and state their name and address. After hearing audience comments, the Public Comment portion of the agenda item will be closed.

- A. Pledge of Allegiance**
- B. Verification of Certificate of Posting**

CONSENT AGENDA:

(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)

1. **APPROVE** Measure A Authority, Service Authority For Freeways and Expressways Draft Special Joint Meeting Minutes Dated January 21, 2016 – Gomez

ADMINISTRATIVE ITEMS:

3:00 P.M. Public Hearing (Or As Soon Thereafter As the Matter May Be Heard)

2. **Fiscal Year 2016/2017 Draft Budgets** – Postigo
 1. **RECEIVE** Presentation on FY 2016/17 Council of Governments Draft Budget
 2. **RECEIVE** Presentation on FY 2016/17 Local Transportation Authority Draft Budget
 3. **RECEIVE** Presentation on FY 2016/17 Service Authority for Freeways and Expressways Draft Budget
 4. **HOLD** Public Hearing and **RECEIVE** Comments on Draft Budgets

Adjourn to COG Meeting on June 16, 2016.

In compliance with the Americans with Disabilities Act (ADA), if requested, the Agenda can be made available in appropriate alternative formats to persons with a disability. If an individual wishes to request an alternative agenda format, please contact the Clerk of the Council four (4) days prior to the meeting at (831) 637-7665. The Council of Governments Board of Directors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Council's office at (831) 637-7665 at least 48 hours before the meeting to enable the Council of Governments to make reasonable arrangements to ensure accessibility.

**SAN BENITO COUNTY
MEASURE A AUTHORITY
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
SPECIAL JOINT MEETING**

January 21, 2016 3:00 P.M.

DRAFT MINUTES

MEMBERS PRESENT:

Chair Muenzer, Director Botelho, Director Gomez, Director Velazquez, and Alternate Director West

STAFF PRESENT:

Deputy County Counsel, Shirley Murphy; Executive Director, Mary Gilbert; Transportation Planner, Veronica Lezama; Secretary, Monica Gomez

CALL TO ORDER:

Chair Muenzer called the meeting to order at 4:09 P.M.

A. PLEDGE OF ALLEGIANCE

B. CERTIFICATE OF POSTING

Upon a motion duly made by Director Botelho, and seconded by Director West, the Directors unanimously approved the Certificate of Posting

C. ELECT MEA & SAFE Chairperson for 2016

Upon a motion duly made by Director Botelho, and seconded by Director Gomez, the Directors elected the Representative from the City of San Juan Bautista as MEA&SAFE's Chairperson for 2016. Vote: 5/0 motion passes

D. ELECT MEA & SAFE Vice Chairperson for 2016

Upon a motion duly made by Director Gomez, and seconded by Director Botelho, the Directors elected Ignacio Velazquez as MEA & SAFE's Vice Chairperson for 2016. Vote: 5/0 motion passes

- 1. APPROVE Measure A Authority Draft Meeting Minutes Dated June 18, 2015 – Gomez**
- 2. APPRVOE Service Authority for Freeways and Expressways Authority Draft Meeting Minutes Dated June 18, 2015 – Gomez**

There was no discussion or public comment on the Consent Agenda.

Upon a motion duly made by Director Gomez, and seconded by Director West, the Directors unanimously approved Items 1&2 from the Consent Agenda. Vote: 5/0 motion passes

Upon a motion made by Director Muenzer, and seconded by Director West, the Directors voted to adjourn the Special Joint meeting at 4:10 p.m.: Vote: 5/0 motion passes.

ADJOURN TO REGULAR COG MEETING FEBRUARY 18, 2016.



Staff Report

To: Council of San Benito County Governments
From: Kathy Postigo, Administrative Services Specialist **Telephone:** (831) 637-7665
Date: May 19, 2016
Subject: Council of Governments Draft Budget – FY 2016/17

Staff Recommendation:

RECEIVE presentation on FY 2016/17 Council of Governments Draft Budget.

Summary:

The Council of Governments Draft Budget – FY 2016/17 has been prepared using funding assumptions that match information received from the State with respect to revenue estimates. This first Draft Budget is balanced. A second fiscal year is included in the draft Budget for financial planning purposes.

Financial Considerations:

The Council of Governments Draft Budget – FY 2016/17 totals \$3.02 million. This Draft Budget includes fund transfers in the amount of \$1.9 million, administration costs of \$248,554, operating cost of \$513,281 and \$342,730 for planning activities.

The Draft Budget includes direct expenditures for the various upcoming projects and programs as reflected in the FY 2016/17 Draft Overall Work Program. Administration and Services and Supplies are also included to support those projects and programs.

The Draft Budget includes conservative revenue assumptions that are based on apportionments and distributions identified through State and Federal resources. Revenue funding from the various sources is outlined in the Revenue Summaries section of the budget.

The Draft Budget has decreased by \$772,198. Personnel, Services and Supplies have an increase of \$21,275 this is attributed mainly to the addition of a full time Office Assistant I. The Contracts line item has decreased due to completion of contracts for the Highway 25 Safety Project. The “Other” line item has decreased due to the TDA claims paid to the City of Hollister in FY 2015/2016.

Background:

The Draft Budget was prepared using the line item format. This style is easy to use and identifies where funds are spent.

The Draft Budget includes seven accounts:

- 1. Council of Governments Administration
- 2. Local Transportation Fund
- 3. State Transit Assistance Fund
- 4. Highway 25 Safety Project
- 5. Vanpool Program
- 6. Rideshare Program
- 7. Transportation Planning State Subvention

The most important component of the Draft Budget focuses on matching expenditures with revenues.

Staff Analysis:

The Council of Governments limits administrative and operations costs to 25.2% and directs agency funds to the priority transportation planning and construction activities identified in the Council’s Overall Work Program for 2016. Approximately 63.4% of the budget includes revenue transfers to the Local Transportation Authority, the Council of Governments Administration, and the County and Cities of Hollister and San Juan Bautista for transportation projects. The remaining 11.4% of the budget is directed to transportation planning activities.

The State and Federal Rideshare Program funding has ended. The Council of Governments would like to continue the Bike to School Program and staff has budgeted \$5,000 from the Vanpool Program to fund this activity for fiscal year 2016/2017. This will pay for flyers and supplies for the one day event at the local elementary schools.

In summary, the Council of Governments Draft Budget meets the goals and objectives of the agency and matches revenues with expenses.

Unless already awarded, pending grant applications and the funding associated with these are not assumed as a part of the Draft Budget.

Executive Director Review: _____

Counsel Review: N/A

Attachment: Council of Governments Draft Budget – FY 2016/17



Council of San Benito County Governments

Draft Budget Fiscal Year 2016/2017

Prepared and Compiled by:

Kathy Postigo
Administrative Services Specialist

Contact Information:

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Council of Governments - Draft Budget - FY 2016/17

EXPENDITURE DESCRIPTION	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
EXPENDITURE DESCRIPTION					
Personnel	366,232	419,408	404,439	427,113	38,207
Services & Supplies	141,349	163,304	124,417	128,455	(16,932)
Contracts	719,942	245,235	545,698	24,200	(174,244)
Capital	33,500	62,058	-	-	(33,500)
Other	2,526,984	2,447,565	1,941,255	2,061,086	(585,729)
TOTAL EXPENDITURES	3,788,007	3,337,570	3,015,809	2,640,854	(772,198)
REVENUES					
See Revenue Sheet for detail	6,906,389	9,169,692	8,175,207	6,482,272	1,268,818
Operating Transfers Received	255,296	300,433	232,763	242,713	(22,534)
TOTAL REVENUES	7,161,685	9,470,125	8,407,970	6,724,985	1,246,285
TOTAL PROPOSED BUDGET	3,788,007	3,337,570	3,015,809	2,640,854	(772,198)

The Council of Governments budget accounts include:

- | | |
|--|---|
| 1. Local Transportation Fund (6530101) | 5. Vanpool Program (6555101) |
| 2. State Transit Assistance (6520101) | 6. Highway 25 Safety Program (65551101) |
| 3. Rideshare Program (6545101) | 7. Transportation Planning State Subvention (6570101) |
| 4. Council of Governments Administration (6550103) | |

BUDGET NOTES

Personnel

COG salaries have increased due to the addition to a full-time Office Assistant I and the reclassification of two COG positions.

Total 404,439

Services and Supplies

Services and Supplies includes those necessary purchases to support planning and project delivery. It also includes the San Benito Cost Plan.

Total 124,417

Contracts

Contracts include services under contract for AMBAG metropolitan planning, the regional GIS system, Triannual Performance audit and the outside financial audit.

Total 545,698

Capital

No capital ins included in this Budget.

Total -

Other

Other includes operating transfers to LTA, COG Administration, City of Hollister, San Juan Bautista and San Benito County in pass-through funds. This category includes COG's share of the cost for current employee retirement benefits (OPEB).

Total 1,941,255

TOTAL PROPOSED BUDGET 3,015,809

**COUNCIL OF GOVERNMENTS
DRAFT BUDGET - FY 2016/17
REVENUE SUMMARY**

REVENUE DESCRIPTION	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Local Transportation Fund (6530101)					
LTF Balance	1,376,881	1,297,522	1,092,795	1,237,845	(284,086)
341000 TDA 2% Reserved for Bike/Ped.	475,700	441,311	468,391	495,391	(7,309)
541001 LTF Interest Revenue	8,000	6,500	6,800	6,000	(1,200)
550102 General Sales Tax (1/4%) LTF	1,354,000	1,575,000	1,354,000	1,350,000	-
Set aside Local Streets & Roads(carry over)	700,000	700,000	700,000	700,000	-
Total	3,914,581	4,020,333	3,621,986	3,789,236	(292,595)
Transportation Planning State Subvention (6570101)					
551405 STIP Planning, Programming, & Monitoring	45,000	45,000	55,000	55,000	10,000
551407 Rural Planning Assistance	294,000	275,000	294,000	275,000	-
570017 Contribution (City of Hollister & S.B. County T.I.F.)	44,936	40,000	-	-	-
RSTP From Previous years	1,017,918	2,206,456	2,088,098	1,332,057	1,070,180
551412 RSTP Exchange	574,634	521,642	521,642	603,750	(52,992)
Fund Balance (carry over previous years)	13,983	844,418	744,822	40,063	730,839
541001 Interest Revenue	15,000	10,000	15,000	9,000	-
Total	2,005,471	3,942,516	3,718,562	2,314,870	1,758,027
State Transit Assistance (6520101)					
551406 STA Revenue	290,883	279,852	243,450	290,000	(47,433)
Fund Balance (carryover previous years)	-	-	-	-	-
541001 STA Interest Revenue	200	200	200	300	-
Total	291,083	280,052	243,650	290,300	(47,433)
COG Administration (6550103)					
576012 OPEB revenue	14,070	14,068	14,891	-	821
570006 ALUC Fees	900	1,200	900	-	-
576012 Contributions (LTF)	240,326	300,433	232,763	242,713	(7,564)
Total	255,296	315,701	248,554	242,713	(6,742)
Rideshare Fund (6545101)					
556310 CMAQ Rideshare	-	-	-	-	-
570012 Donations/Balance	5,000	5,173	5,000	5,000	-
Total	5,000	5,173	5,000	5,000	-
Hwy 25 Safety (6551101)					
541001 Interest Revenue	3,500	4,000	3,500	-	-
564501 Copies	-	-	-	-	-
576012 Contributions (Measure A Balance)	142,534	141,796	-	-	(142,534)
570014 Contributions (RDA)Balance	455,581	628,875	492,893	-	37,312
Total	601,615	774,671	496,393	-	(105,222)
Vanpool Administration Account (6555101)					
542010 Passenger Lease Fees	21,000	19,000	21,000	21,000	-
570015 AB 2766	-	25,000	-	-	-
556310 Carryover from previous years	53,569	87,679	52,825	61,866	(744)
Total	74,569	131,679	73,825	82,866	-
*TOTAL COG REVENUES	6,907,289	9,169,692	8,175,207	6,482,272	1,313,598

*Total does not include the transfer of LTF funds or Planning Subvention to COG Administration.

Note: Revenue to the various accounts are reimbursed at the end of the fiscal year or when the project has been completed.

Acronyms Summary:

RSTP - Regional Surface Transportation Program
CMAQ - Congestion Mitigation and Air Quality
5311 - Federal Transit Administration Section 5311 Program

MBUAPCD - Monterey Bay Unified Air Pollution Control District
STIP - State Transportation Improvement Program
LTF - Local Transportation Fund

**COUNCIL OF GOVERNMENTS - STATE TRANSIT ASSISTANCE
DRAFT BUDGET - FY 2016/17
EXPENDITURES**

EXPENDITURE DESCRIPTION	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Personnel					
610101 Salaries	-	-	-	-	-
623510 Administrative Support	-	-	-	-	-
623508 Outside Labor	-	-	-	-	-
Total	-	-	-	-	-
Services and Supplies					
620202 Magazines and Subscriptions	-	-	-	-	-
620301 Clothing and Safety	-	-	-	-	-
620501 Communications	-	-	-	-	-
620701 Computer Maintenance	-	-	-	-	-
620702 Computer Supplies	-	-	-	-	-
640701 General Insurance	-	-	-	-	-
621501 Maintenance of Equipment	-	-	-	-	-
621502 Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503 Maintenance of Equipment - Auto	-	-	-	-	-
621701 Maintenance of Structures and Grounds	-	-	-	-	-
623619 Marketing	-	-	-	-	-
621901 Medical/Dental/Lab Supplies and Services	-	-	-	-	-
622101 Membership Dues	-	-	-	-	-
622501 Office Furniture under \$700	-	-	-	-	-
622502 Office Equipment under \$300	-	-	-	-	-
622505 Special Project Supplies - Printing	-	-	-	-	-
622504 Supplies	-	-	-	-	-
622503 Postage and Delivery	-	-	-	-	-
623501 Legal	-	-	-	-	-
623502 Accounting	-	-	-	-	-
623507 Other Consultants	-	-	-	-	-
622701 Public and Legal Notices	-	-	-	-	-
622901 Rent Equipment	-	-	-	-	-
622902 Rent Structures	-	-	-	-	-
622903 Rent Space	-	-	-	-	-
623101 Small Tools	-	-	-	-	-
623613 Special Dept Expense - Other	-	-	-	-	-
623302 Travel Lodging	-	-	-	-	-
623303 Travel Meals	-	-	-	-	-
623301 Training	-	-	-	-	-
623304 Travel Transportation	-	-	-	-	-
623701 Utilities	-	-	-	-	-
Total	-	-	-	-	-
Contracts					
623601 Special Dept Expense - Contracts	-	-	-	-	-
Total	-	-	-	-	-
Capital					
650304 Furniture and Fixtures	-	-	-	-	-
650302 Equipment other than Computer	-	-	-	-	-
650303 Computer Hardware	-	-	-	-	-
650301 Automobiles, Trucks, Vans	-	-	-	-	-
Total	-	-	-	-	-
Other					
640513 Operating Transfers (to LTA)	291,083	280,052	243,650	290,300	(47,433)
Total	291,083	280,052	243,650	290,300	(47,433)
TOTAL PROPOSED BUDGET	291,083	280,052	243,650	290,300	(47,433)

**COUNCIL OF GOVERNMENTS - STATE TRANSIT ASSISTANCE
DRAFT BUDGET - FY 2016/17
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
541001	STA Interest Revenue	200	200	200	300	-
400000	Fund Balance (carryover previous years)	-	-	-	-	-
551406	STA Revenue	290,883	279,852	243,450	290,000	(47,433)
	TOTAL REVENUE	291,083	280,052	243,650	290,300	(47,433)
	TOTAL BUDGET	291,083	280,052	243,650	290,300	(47,433)

EXPENDITURES						
	Personnel	-	-	-	-	-
	Services & Supplies	-	-	-	-	-
	Contracts	-	-	-	-	-
	Capital	-	-	-	-	-
	Other	291,083	280,052	243,650	290,300	(47,433)
	TOTAL EXPENDITURES	291,083	280,052	243,650	290,300	(47,433)

REVENUES						
	Revenues	291,083	280,052	243,650	290,300	(47,433)
	TOTAL REVENUES	291,083	280,052	243,650	290,300	(47,433)
	TOTAL PROPOSED BUDGET	291,083	280,052	243,650	290,300	(47,433)

FUND BALANCE	-
DESIGNATED FUND BALANCE	-
UNDESIGNATED FUND BALANCE	-

**COUNCIL OF GOVERNMENTS - STATE TRANSIT ASSISTANCE
DRAFT BUDGET - FY 2016/17
BUDGET NOTES**

BUDGET NOTES

BUDGET NOTES	Proposed Budget FY 16/17
Personnel No Personnel expenditures are proposed in this Budget.	
Total	-
Services and Supplies No Services and Supplies are proposed in this Budget.	
Total	-
Contracts No Contracts are proposed in this Budget.	
Total	-
Capital No Capital expenditures are proposed in this Budget.	
Total	-
Other Other includes operating transfers to LTA for transit capital and operations.	
Total	243,650
TOTAL PROPOSED BUDGET	243,650

**COUNCIL OF GOVERNMENTS - LOCAL TRANSPORTATION FUND
DRAFT BUDGET - FY 2016/17**

EXPENDITURE DESCRIPTION	EXPENDITURES				
	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016*	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Personnel					
610101 Salaries	-	-	-	-	-
623510 Administrative Support	-	-	-	-	-
623508 Outside Labor	-	-	-	-	-
Total	-	-	-	-	-
Services and Supplies					
620202 Magazines and Subscriptions	-	-	-	-	-
620301 Clothing and Safety	-	-	-	-	-
620501 Communications	-	-	-	-	-
620701 Computer Maintenance	-	-	-	-	-
620702 Computer Supplies	-	-	-	-	-
640701 General Insurance	-	-	-	-	-
621501 Maintenance of Equipment	-	-	-	-	-
621502 Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503 Maintenance of Equipment - Auto	-	-	-	-	-
621701 Maintenance of Structures and Grounds	-	-	-	-	-
623619 Marketing	-	-	-	-	-
621901 Medical/Dental/Lab Supplies and Services	-	-	-	-	-
622101 Membership Dues	-	-	-	-	-
622502 Office Equipment under \$300	-	-	-	-	-
622505 Special Project Supplies - Printing	-	-	-	-	-
622504 Supplies	-	-	-	-	-
622503 Postage and Delivery	-	-	-	-	-
623501 Legal	-	-	-	-	-
623502 Accounting	-	-	-	-	-
623507 Other Consultants	-	-	-	-	-
622701 Public and Legal Notices	-	-	-	-	-
622901 Rent Equipment	-	-	-	-	-
622902 Rent Structures	-	-	-	-	-
622903 Rent Space	-	-	-	-	-
623101 Small Tools	-	-	-	-	-
623613 Special Dept Expense - Other	-	-	-	-	-
623302 Travel Lodging	-	-	-	-	-
623303 Travel Meals	-	-	-	-	-
623301 Training	-	-	-	-	-
623304 Travel Transportation	-	-	-	-	-
623701 Utilities	-	-	-	-	-
Total	-	-	-	-	-
Contracts					
623601 Special Dept Expense - Contracts	-	-	-	-	-
Total	-	-	-	-	-
Capital					
650304 Furniture and Fixtures	-	-	-	-	-
650303 Computer Hardware	-	-	-	-	-
650301 Automobiles, Trucks, Vans	-	-	-	-	-
Total	-	-	-	-	-
Other					
640513 Operating Transfers (LTA)	893,407	749,294	1,065,881	1,103,941	172,474
640513 Operating Transfer (COG Admin)	240,326	300,433	232,763	242,713	(7,564)
640513 Operating Transfer (2% reserve Bike & Ped)	27,080	31,500	27,080	27,000	-
640513 Operating Transfer (2%Bike /Ped Master Plan)	-	-	-	-	-
640513 Operating Transfers City of Hollister)	705,000	705,000	-	-	(705,000)
Total	1,865,813	1,786,227	1,325,724	1,373,654	(540,090)
TOTAL PROPOSED BUDGET	1,865,813	1,786,227	1,325,724	1,373,654	(540,090)

**COUNCIL OF GOVERNMENTS - LOCAL TRANSPORTATION FUND
DRAFT BUDGET - FY 2016/17
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
LTF Balance from previous years)	1,376,881	1,297,522	1,092,795	1,237,845	(284,086)
Set Aside for Local Streets & Roads(carryover)	700,000	700,000	700,000	700,000	-
341000 TDA 2% Reserve for Bike/Ped	475,700	441,311	468,391	495,391	(7,309)
541001 LTF Interest Revenue	8,000	6,500	6,800	6,000	(1,200)
550102 General Sales Tax 1/4% (LTF)	1,354,000	1,575,000	1,354,000	1,350,000	-
TOTAL REVENUE	3,914,581	4,020,333	3,621,986	3,789,236	(292,595)

EXPENDITURES VS REVENUES

EXPENDITURES VS REVENUES	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
EXPENDITURES					
Personnel	-	-	-	-	-
Services & Supplies	-	-	-	-	-
Contracts	-	-	-	-	-
Capital	-	-	-	-	-
Other (Operating Transfers out)	1,865,813	1,786,227	1,325,724	1,373,654	(540,090)
TOTAL EXPENDITURES	1,865,813	1,786,227	1,325,724	1,373,654	(540,090)
REVENUES					
Revenues	\$3,914,581	\$4,020,333	3,621,986	\$3,789,236	(292,595)
TOTAL REVENUES	3,914,581	4,020,333	3,621,986	3,789,236	(292,595)
TOTAL PROPOSED BUDGET	1,865,813	1,786,227	1,325,724	1,373,654	(540,090)

FUND BALANCE	2,296,263
DESIGNATED FUND BALANCE	1,168,391
UNDESIGNATED FUND BALANCE	1,127,872

**COUNCIL OF GOVERNMENTS - LOCAL TRANSPORTATION FUND
DRAFT BUDGET - FY 2016/17
BUDGET NOTES**

BUDGET NOTES

BUDGET NOTES	Proposed Budget FY 16/17
Personnel No Personnel expenditures are proposed in this Budget.	
Total	-
Services and Supplies No Services and Supplies are proposed in this Budget.	
Total	-
Contracts No Contract expenditures are proposed in this Budget.	
Total	-
Capital No Capital expenditures are proposed in this Budget.	
Total	-
Other Other includes operating transfers to the LTA and COG Administration budgets. Also, there is a required set-aside of 2% for bicycle and pedestrian projects as mandated in the Transportation Development Act.	
Total	1,325,724
TOTAL PROPOSED BUDGET	1,325,724

**COUNCIL OF GOVERNMENTS - RIDESHARE PROGRAM
DRAFT BUDGET - FY 2016/17
EXPENDITURES**

EXPENDITURE DESCRIPTION	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Personnel					
610101 Salaries	-	-	-	-	-
623510 Administrative Support	-	-	-	-	-
623508 Outside Labor	-	-	-	-	-
Total	-	-	-	-	-
Services and Supplies					
620202 Magazines and Subscriptions	-	-	-	-	-
620301 Clothing and Safety	-	-	-	-	-
620501 Communications	-	-	-	-	-
620701 Computer Maintenance	-	-	-	-	-
620702 Computer Supplies	-	-	-	-	-
640701 General Insurance	-	-	-	-	-
621501 Maintenance of Equipment	-	-	-	-	-
621502 Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503 Maintenance of Equipment - Auto	-	-	-	-	-
621701 Maintenance of Structures and Grounds	-	-	-	-	-
623619 Marketing	-	-	-	-	-
621901 Medical/Dental/Lab Supplies and Services	-	-	-	-	-
622101 Membership Dues	-	-	-	-	-
622501 Office Furniture under \$700	-	-	-	-	-
622502 Office Equipment under \$300	-	-	-	-	-
622505 Special Project Supplies - Printing	-	-	-	-	-
622504 Supplies	-	-	-	-	-
622503 Postage and Delivery	-	-	-	-	-
623501 Legal	-	-	-	-	-
623502 Accounting	-	-	-	-	-
623507 Other Consultants	-	-	-	-	-
622701 Public and Legal Notices	-	-	-	-	-
622901 Rent Equipment	-	-	-	-	-
622902 Rent Structures	-	-	-	-	-
622903 Rent Space	-	-	-	-	-
623101 Small Tools	-	-	-	-	-
623613 Special Dept Expense - Other	5,000	5,173	5,000	5,000	-
623302 Travel Lodging	-	-	-	-	-
623303 Travel Meals	-	-	-	-	-
623301 Training	-	-	-	-	-
623304 Travel Transportation	-	-	-	-	-
623701 Utilities	-	-	-	-	-
Total	5,000	5,173	5,000	5,000	-
Contracts					
623601 Special Dept Expense - Contracts	-	-	-	-	-
Total	-	-	-	-	-
Capital					
650304 Furniture and Fixtures	-	-	-	-	-
650302 Equipment other than Computer	-	-	-	-	-
650303 Computer Hardware	-	-	-	-	-
650301 Automobiles, Trucks, Vans	-	-	-	-	-
Total	-	-	-	-	-
Other					
640513 Operating Transfers	-	-	-	-	-
Total	-	-	-	-	-
TOTAL PROPOSED BUDGET	5,000	5,173	5,000	5,000	-

**COUNCIL OF GOVERNMENTS - RIDESHARE PROGRAM
DRAFT BUDGET - FY 2016/17
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
556310	CMAQ Rideshare	-	-	-	-	-
	Donations/Carry over	5,000	5,173	5,000	5,000	-
	TOTAL REVENUE	5,000	5,173	5,000	5,000	0
EXPENDITURES VS REVENUES						
EXPENDITURES		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
	Personnel	-	-	-	-	-
	Services & Supplies	5,000	5,173	5,000	5,000	-
	Contracts	-	-	-	-	-
	Capital	-	-	-	-	-
	Other	-	-	-	-	-
	TOTAL EXPENDITURES	5,000	5,173	5,000	5,000	-
REVENUES						
	Revenues	5,000	5,173	5,000	5,000	\$0
	TOTAL REVENUES	5,000	5,173	5,000	5,000	-
	TOTAL PROPOSED BUDGET	5,000	5,173	5,000	5,000	-
	FUND BALANCE			-		
	DESIGNATED FUND BALANCE			-		
	UNDESIGNATED FUND BALANCE			-		

**COUNCIL OF GOVERNMENTS - RIDESHARE PROGRAM
 DRAFT BUDGET - FY 2016/17
 BUDGET NOTES**

BUDGET NOTES

		Proposed Budget FY 16/17
Personnel		
	Total	-
Services and Supplies		
Services and Supplies for the Bike to School event at local elementary schools and other program activities as needed.		
	Total	5,000
Contracts		
	Total	-
Capital		
	Total	-
Other		
	Total	-
TOTAL PROPOSED BUDGET		5,000

**COUNCIL OF GOVERNMENTS - ADMINISTRATION
DRAFT BUDGET - FY 2016/17
EXPENDITURES**

EXPENDITURE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Personnel						
610101	Salaries	77,296	72,000	92,201	79,613	14,905
610101	Directors Stipend	7,475	7,000	7,475	7,500	-
623508	Outside Labor	-	-	-	-	-
Total		84,771	79,000	99,676	87,113	14,905
Services and Supplies						
620202	Magazines and Subscriptions	100	65	100	50	-
620301	Clothing and Safety	-	-	-	-	-
620501	Communications	2,010	1,600	1,700	1,500	(310)
620701	Computer Maintenance	1,000	500	500	500	(500)
620702	Computer Supplies	175	-	175	150	-
640701	General Insurance	1,541	1,541	1,522	1,250	(19)
621501	Maintenance of Equipment	600	975	1,000	775	400
621502	Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503	Maintenance of Equipment - Auto	-	-	-	-	-
621701	Maintenance of Structures and Grounds	-	-	-	-	-
623619	Marketing	-	644	581	-	581
621901	Medical/Dental/Lab Supplies and Services	-	-	-	-	-
622101	Membership Dues	2,500	1,800	2,500	2,000	-
622501	Office Furniture under \$700	-	-	-	-	-
622502	Office Equipment under \$300	-	-	-	-	-
622505	Special Project Supplies - Printing	-	-	-	-	-
622504	Supplies	1,000	1,000	1,000	1,200	-
622503	Postage and Delivery	800	750	800	800	-
623501	Legal	19,000	12,000	15,000	19,000	(4,000)
623502	Accounting	-	-	-	-	-
623507	Other Consultants	-	-	-	-	-
622701	Public and Legal Notices	850	600	850	550	-
622901	Rent Equipment	3,000	2,400	3,000	3,200	-
622902	Rent Structures	33,000	33,187	35,442	35,255	2,442
622903	Rent Space	-	-	-	-	-
623101	Small Tools	-	-	-	-	-
623613	Special Dept. Expense - Other	-	-	-	-	-
623302	Travel Lodging	100	200	200	100	100
623303	Travel Meals	50	50	100	75	50
623301	Training	-	-	-	-	-
623304	Travel Transportation	600	1,050	900	600	300
623311	Tuition -Reim	-	-	-	-	-
640101	Cost Allocation Plan	57,112	57,112	37,422	45,000	(19,690)
623701	Utilities	3,000	2,964	3,000	3,000	-
Total		126,438	118,437	105,792	115,005	(20,647)
Contracts						
623601	Special Dept. Expense - Contracts	20,000	21,075	19,000	16,000	(1,000)
Total		20,000	21,075	19,000	16,000	(1,000)
Capital						
650304	Furniture and Fixtures	-	-	-	-	-
650302	Equipment other than Computer	-	-	-	-	-
650303	Computer Hardware	-	-	-	-	-
650301	Automobiles, Trucks, Vans	-	-	-	-	-
Total		-	-	-	-	-
Other						
640320	OPEB Charges	16,392	15,912	16,391	16,900	(1)
640704	Retiree medical	7,695	7,695	7,695	7,695	-
Total		24,087	23,607	24,086	24,595	(1)
TOTAL PROPOSED BUDGET		255,296	242,119	248,554	242,713	(6,742)

**COUNCIL OF GOVERNMENTS - ADMINISTRATION
DRAFT BUDGET - FY 2016/17
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
576012	OPEB revenue	14,070	14,068	14,891	-	821
570010	Miscellaneous	-	-	-	-	-
576012	ALUC Fees	900	1,200	900	-	-
576012	Contributions(LTF)	240,326	300,433	232,763	242,713	(7,564)
TOTAL REVENUE		255,296	315,701	248,554	242,713	(6,742)

EXPENDITURES VS REVENUES		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
EXPENDITURES						
	Personnel	84,771	79,000	99,676	87,113	14,905
	Services & Supplies	126,438	118,437	105,792	115,005	(20,647)
	Contracts	20,000	21,075	19,000	16,000	(1,000)
	Capital	-	-	-	-	-
	Other	24,087	23,607	24,086	24,595	(1)
TOTAL EXPENDITURES		255,296	242,119	248,554	242,713	(6,742)
REVENUES						
	Revenues	255,296	315,701	248,554	242,713	(6,742)
TOTAL REVENUES		255,296	315,701	248,554	242,713	(6,742)
TOTAL PROPOSED BUDGET		255,296	242,119	248,554	242,713	(6,742)
FUND BALANCE				0		
DESIGNATED FUND BALANCE				-		
UNDESIGNATED FUND BALANCE				0		

**COUNCIL OF GOVERNMENTS - ADMINISTRATION
DRAFT BUDGET - FY 2016/17
BUDGET NOTES**

BUDGET NOTES

		Proposed Budget FY 16/17
Personnel		
Personnel includes salaries, administrative support, and professional services. These include regular staff salaries, and temporary help. Administrative support is the Board of Directors compensation.		
Total		99,676
Services and Supplies		
Services and Supplies include normal budget items to support COG operations. The budget for Services and Supplies includes an increase in legal services and a decrease in the County Cost Allocation Plan.		
Total		105,792
Contracts		
Contracts include the cost of the outside financial audit.		
Total		19,000
Capital		
No Capital items are included in the Draft Budget.		
Total		-
Other		
Other includes COG's share of cost for current employees retirement benefits (OPEB - Other Post Employee Benefits).		
Total		24,086
		-
TOTAL PROPOSED BUDGET		248,554

**COUNCIL OF GOVERNMENTS - HIGHWAY 25 SAFETY PROJECT
DRAFT BUDGET - FY 2016/17
EXPENDITURES**

EXPENDITURE DESCRIPTION	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Personnel					
610101 Salaries	-	-	-	-	-
623510 Administrative Support	-	-	-	-	-
623508 Outside Labor	-	-	-	-	-
Total	-	-	-	-	-
Services and Supplies					
620202 Magazines and Subscriptions	-	-	-	-	-
620301 Clothing and Safety	-	-	-	-	-
620501 Communications	-	-	-	-	-
620701 Computer Maintenance	-	-	-	-	-
620702 Computer Supplies	-	-	-	-	-
640701 General Insurance	-	-	-	-	-
621501 Maintenance of Equipment	-	-	-	-	-
621502 Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503 Maintenance of Equipment - Auto	-	-	-	-	-
621701 Maintenance of Structures and Grounds	-	-	-	-	-
623619 Marketing	-	-	-	-	-
621901 Medical/Dental/Lab Supplies and Services	-	-	-	-	-
622101 Membership Dues	-	-	-	-	-
622501 Office Furniture under \$700	-	-	-	-	-
622502 Office Equipment under \$300	-	-	-	-	-
622505 Special Project Supplies - Printing	-	-	-	-	-
622504 Supplies	-	-	-	-	-
622503 Postage and Delivery	-	-	-	-	-
623501 Legal	-	-	-	-	-
623502 Accounting	-	-	-	-	-
623507 Other Consultants	-	-	-	-	-
622701 Public and Legal Notices	-	-	-	-	-
622901 Rent Equipment	-	-	-	-	-
622902 Rent Structures	-	-	-	-	-
622903 Rent Space	-	-	-	-	-
623101 Small Tools	-	-	-	-	-
623613 Special Dept. Expense - Other	-	-	-	-	-
623302 Travel Lodging	-	-	-	-	-
623303 Travel Meals	-	-	-	-	-
623301 Training	-	-	-	-	-
623304 Travel Transportation	-	-	-	-	-
623701 Utilities	-	-	-	-	-
Total	-	-	-	-	-
Contracts					
623601 Special Dept. Expense - Contracts	601,615	135,982	496,393	-	(105,222)
Total	601,615	135,982	496,393	-	(105,222)
Capital					
650304 Furniture and Fixtures	-	-	-	-	-
650302 Equipment other than Computer	-	-	-	-	-
650303 Computer Hardware	-	-	-	-	-
650301 Automobiles, Trucks, Vans	-	-	-	-	-
Total	-	-	-	-	-
Other					
640513 Operating Transfers	-	-	-	-	-
Total	-	-	-	-	-
TOTAL PROPOSED BUDGET	601,615	135,982	496,393	-	(105,222)

**COUNCIL OF GOVERNMENTS - HIGHWAY 25 SAFETY PROJECT
DRAFT BUDGET - FY 2016/17
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
541001	Interest Revenue	3,500	4,000	3,500	-	-
551405	STIP - Hwy 25 Safety	142,534	141,796	-	-	(142,534)
570014	Contributions Balance	455,581	628,875	492,893	-	37,312
TOTAL REVENUE		601,615	774,671	496,393	-	(105,222)

EXPENDITURES VS REVENUES		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
EXPENDITURES						
	Personnel	-	-	-	-	-
	Services & Supplies	-	-	-	-	-
	Contracts	601,615	135,982	496,393	-	(105,222)
	Capital	-	-	-	-	-
	Other	-	-	-	-	-
	TOTAL EXPENDITURES	601,615	135,982	496,393	-	(105,222)
REVENUES						
	Revenues	601,615	774,671	496,393	-	(105,222)
	TOTAL REVENUES	601,615	774,671	496,393	-	(105,222)
	TOTAL PROPOSED BUDGET	601,615	135,982	496,393	-	(105,222)
	FUND BALANCE			-		
	DESIGNATED FUND BALANCE			-		
	UNDESIGNATED FUND BALANCE			-		

**COUNCIL OF GOVERNMENTS - HIGHWAY 25 SAFETY PROJECT
DRAFT BUDGET - FY 2016/17
BUDGET NOTES**

BUDGET NOTES

		Proposed Budget FY 15/16
Personnel		
No Personnel expenditures are proposed in this Draft Budget.		
	Total	-
Services and Supplies		
No Services and Supplies are proposed in this Budget.		
	Total	-
Contracts		
Contracts regarding the Hwy 25 widening.		
	Total	496,393
Capital		
No Capital expenditures are proposed in this Budget.		
	Total	-
Other		
	Total	-
TOTAL PROPOSED BUDGET		496,393

**COUNCIL OF GOVERNMENTS - VANPOOL PROGRAM
DRAFT BUDGET - FY 2016/17
EXPENDITURES**

EXPENDITURE DESCRIPTION	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Personnel					
610101 Salaries	8,170	5,650	7,349	15,000	(821)
623510 Administrative Support	-	-	-	-	-
623508 Outside Labor	-	-	-	-	-
Total	8,170	5,650	7,349	15,000	(821)
Services and Supplies					
620202 Magazines and Subscriptions	-	-	-	-	-
620301 Clothing and Safety	-	-	-	-	-
620501 Communications	-	-	-	-	-
620701 Computer Maintenance	-	-	-	-	-
620702 Computer Supplies	-	-	-	-	-
640701 General Insurance	163	163	158	300	(5)
621501 Maintenance of Equipment	3,000	5,600	3,500	3,500	500
621502 Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503 Maintenance of Equipment - Auto	-	-	-	-	-
621701 Maintenance of Structures and Grounds	-	-	-	-	-
623619 Marketing	-	-	-	-	-
621901 Medical/Dental/Lab Supplies and Services	-	-	-	-	-
622101 Membership Dues	-	-	-	-	-
622501 Office Furniture under \$700	-	-	-	-	-
622502 Office Equipment under \$300	-	-	-	-	-
622505 Special Project Supplies - Printing	-	-	-	-	-
622504 Supplies	-	-	-	-	-
622503 Postage and Delivery	-	-	-	-	-
623501 Legal	100	-	100	100	-
623502 Accounting	-	-	-	-	-
623507 Other Consultants	-	-	-	-	-
622701 Public and Legal Notices	-	-	-	-	-
622901 Rent Equipment	-	-	-	-	-
622902 Rent Structures	-	-	-	-	-
622903 Rent Space	-	-	-	-	-
623101 Small Tools	-	-	-	-	-
623613 Special Dept. Expense - Other	500	110	500	-	-
623302 Travel Lodging	-	-	-	-	-
623303 Travel Meals	-	-	-	-	-
623301 Training	-	-	-	-	-
623304 Travel Transportation	-	-	-	-	-
623701 Utilities	-	-	-	-	-
Total	3,763	5,873	4,258	3,900	495
Contracts					
623601 Special Dept. Expense - Contracts	-	-	-	-	-
Total	-	-	-	-	-
Capital					
650304 Furniture and Fixtures	-	-	-	-	-
650302 Equipment other than Computer	-	-	-	-	-
650303 Computer Hardware	-	-	-	-	-
650301 Automobiles, Trucks, Vans	33,500	62,058	-	-	(33,500)
Total	33,500	62,058	-	-	(33,500)
Other					
640320 OPEB	273	273	281	300	-
640513 Operating Transfers (Rideshare)	5,000	5,000	5,000	5,000	-
Total	5,273	5,273	5,281	5,000	8
TOTAL PROPOSED BUDGET	50,706	78,854	16,888	23,900	(33,818)

**COUNCIL OF GOVERNMENTS - VANPOOL PROGRAM
DRAFT BUDGET - FY 2016/17
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
542010	Passenger Lease Fees	21,000	19,000	21,000	21,000	-
570015	MBUAPCD-AB2766	-	25,000	-	-	-
570011	Carryover from Vanpool	53,569	87,679	52,825	56,937	(744)
TOTAL REVENUE		74,569	131,679	73,825	77,937	(744)

EXPENDITURES VS REVENUES		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
EXPENDITURES						
	Personnel	8,170	5,650	7,349	15,000	(821)
	Services & Supplies	3,763	5,873	4,258	3,900	495
	Contracts	-	-	-	-	-
	Capital	33,500	62,058	-	-	(33,500)
	Other	5,273	5,273	5,281	5,000	8
TOTAL EXPENDITURES		50,706	78,854	16,888	23,900	(33,818)
REVENUES						
	Revenues	74,569	131,679	73,825	77,937	(744)
TOTAL REVENUES		74,569	131,679	73,825	77,937	(744)
TOTAL PROPOSED BUDGET		50,706	78,854	16,888	23,900	(33,818)
FUND BALANCE				56,937		
DESIGNATED FUND BALANCE				-		
UNDESIGNATED FUND BALANCE				56,937		

**COUNCIL OF GOVERNMENTS - VANPOOL PROGRAM
DRAFT BUDGET - FY 2016/17
BUDGET NOTES**

BUDGET NOTES

	Proposed Budget FY 16/17
Personnel Personnel includes salaries, administrative support, and professional services. These include regular staff salaries, reimbursement, and temporary help.	
Total	7,349
Services and Supplies Services and Supplies include normal budget items to support vanpool operations. The budget for Services and Supplies shows continuing levels of funding needs.	
Total	4,258
Contracts No Contract expenditures are proposed in the Budget.	
Total	-
Capital No Capital expenditures are proposed in the Budget	
Total	-
Other Transferring \$5,000 to Rideshare for Bike to School event and other Rideshare activities along with OPEB costs.	
Total	5,281
TOTAL PROPOSED BUDGET	16,888

**COUNCIL OF GOVERNMENTS - TRANSPORTATION PLANNING STATE SUBVENTION
DRAFT BUDGET - FY 2016/17
EXPENDITURES**

EXPENDITURE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016'	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Personnel						
610101	Salaries	273,291	334,758	297,414	325,000	24,123
623508	Professional Services - Outside Labor	-	-	-	-	-
	Total	273,291	334,758	297,414	325,000	24,123
Services and Supplies						
620202	Magazines and Subscriptions	-	-	-	-	-
620301	Clothing and Safety	-	-	-	-	-
620501	Communications	-	-	-	-	-
620701	Computer Maintenance	-	-	-	-	-
620702	Computer Supplies	-	-	-	-	-
640701	General Insurance	5,448	3,819	5,643	4,000	195
621501	Maintenance of Equipment	-	-	-	-	-
621502	Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503	Maintenance of Equipment - Auto	-	-	-	-	-
621701	Maintenance of Structures and Grounds	-	-	-	-	-
623619	Marketing	-	-	-	-	-
621901	Medical/Dental/Lab Supplies and Services	-	-	-	-	-
622101	Membership Dues	-	-	-	-	-
622501	Office Furniture under \$700	-	-	-	-	-
622502	Office Equipment under \$300	-	-	-	-	-
622505	Special Project Supplies - Printing	-	-	-	-	-
622504	Supplies	-	10	100	100	100
622503	Postage and Delivery	-	-	-	-	-
623501	Legal	-	-	-	-	-
623502	Accounting	-	-	-	-	-
623507	Other Consultants	-	-	-	-	-
622701	Public and Legal Notices	-	-	-	-	-
622901	Rent Equipment	-	-	-	-	-
622902	Rent Structures	-	-	-	-	-
622903	Rent Space	-	-	-	-	-
623101	Small Tools	-	-	-	-	-
623613	Special Dept. Expense - Other	-	30,000	-	-	-
623302	Travel Lodging	-	109	1,500	-	1,500
623303	Travel Meals	100	58	400	100	300
623301	Training	500	-	1,125	200	625
623304	Travel Transportation	100	25	600	150	500
623701	Utilities	-	-	-	-	-
	Total	6,148	33,821	9,368	4,550	3,220
Contracts						
623601	Special Dept. Expense - Contracts	33,391	18,178	30,305	8,200	(3,086)
623601	Special Dept. Expense - Contracts(TIF)	44,936	40,000	-	-	-
623601	Special Dept. Expense -Contracts(APEX)	20,000	30,000	-	-	(20,000)
	Total	98,327	88,178	30,305	8,200	(23,086)
Capital						
650304	Furniture and Fixtures	-	-	-	-	-
650302	Equipment other than Computer	-	-	-	-	-
650303	Computer Hardware	-	-	-	-	-
650301	Automobiles, Trucks, Vans	-	-	-	-	-
	Total	-	-	-	-	-
Other						
640320	Operating Transfers (To COG Admin.OPEB)	6,420	12,839	5,643	6,500	(777)
640513	Operating Transfers (RSTP)	574,634	640,000	574,634	603,750	-
	Total	581,054	652,839	580,277	610,250	-
	TOTAL PROPOSED BUDGET	958,820	1,109,596	917,364	948,000	4,257

**COUNCIL OF GOVERNMENTS - TRANSPORTATION PLANNING STATE SUBVENTION
DRAFT BUDGET - FY 2016/17
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
551405	STIP Planning, Programming & Monitoring	45,000	45,000	55,000	55,000	10,000
551407	Rural Planning Assistance	294,000	275,000	294,000	294,000	-
570017	Contribution (City of Hollister & S.B. County)	44,936	40,000	-	-	-
570015		-	-	-	-	-
	RSTP From Previous years	1,017,918	2,206,456	2,088,098	1,332,057	1,070,180
551412	RSTP Exchange	574,634	521,642	521,642	603,750	(52,992)
	Fund Balance (Carry over previous years)	13,983	844,418	744,822	40,063	730,839
541001	Interest Revenue	15,000	10,000	15,000	9,000	-
	TOTAL REVENUE	2,005,471	3,942,516	3,718,562	2,333,870	1,758,027

EXPENDITURES VS REVENUES		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
EXPENDITURES						
	Personnel	273,291	334,758	297,414	325,000	24,123
	Services & Supplies	6,148	33,821	9,368	4,550	3,220
	Contracts	98,327	88,178	30,305	8,200	(68,022)
	Capital	-	-	-	-	-
	Other	581,054	652,839	580,277	610,250	(777)
	TOTAL EXPENDITURES	958,820	1,109,596	917,364	948,000	(41,456)
REVENUES						
	Revenues	2,005,471	3,942,516	3,718,562	2,333,870	1,758,027
	TOTAL REVENUE	2,005,471	3,942,516	3,718,562	2,333,870	1,758,027
	TOTAL PROPOSED BUDGET	958,820	1,109,596	917,364	948,000	4,257
				FUND BALANCE		2,801,198
				DESIGNATED FUND BALANCE		2,035,106
				UNDESIGNATED FUND BALANCE		766,092

**COUNCIL OF GOVERNMENTS - TRANSPORTATION PLANNING STATE SUBVENTION
DRAFT BUDGET - FY 2016/17
BUDGET NOTES**

BUDGET NOTES

	Proposed Budget FY 16/17
Personnel Personnel includes salaries, administrative support, and professional services. These include regular staff salaries, executive director services and temporary help.	
Total	297,414
Services and Supplies Services and Supplies includes travel, lodging, meals, and training for planning activities.	
Total	9,368
Contracts Contracts includes costs for contribution to the County Regional GIS System, AMBAG imaginary and the EIR for the RTP.	
Total	30,305
Other Other includes operating transfers of RSTP funds to the Cities and County. Also includes share of OPEB costs.	
Total	580,277
TOTAL PROPOSED BUDGET	917,364

Staff Report

To: Local Transportation Authority
From: Kathy Postigo, Administrative Services Specialist **Telephone:** (831) 637-7665
Date: May 19, 2016
Subject: Local Transportation Authority Draft Budget FY 2016/17

Staff Recommendation:

RECEIVE presentation on FY 2016/17 Local Transportation Authority Draft Budget.

Summary:

The Local Transportation Authority Draft Budget – FY 2016/17 has been prepared using funding assumptions that are consistent with information provided through State and Federal programs. Expenditures match anticipated funding. A second fiscal year is included to the draft Budget for financial planning purposes.

Financial Considerations:

The Local Transportation Authority's total Draft Budget – FY 2016/17 is \$4.08 million. This Draft Budget includes contracts for transit operations including County Express and Jovenes de Antano. The Draft Budget includes personnel and services to support transit operations.

Overall, the Draft Budget is \$1,692,706 (or 57.8%) above the FY 2015/16 Budget. This increase is mainly attributed to the Special Projects line item. This is due to the appropriation of Public Transportation Modernization, Improvement and Service Enhancement (PTMISE) funding of \$1,445,315 for FY 2016/17.

Background:

The San Benito County Local Transportation Authority (LTA) administers and operates public transportation services in the County. County Express provides local Fixed Route service, General Public Dial-a-Ride, ADA Paratransit, and commuter services to the residents of San Benito County. Jovenes de Antano provides transportation for the Senior Lunch Program, Medical & Shopping Assistance Program and Out of County Medical Transportation.

The most important component of the Draft Budget focuses on aligning spending with anticipated funding and financing transit operations. The Local Transportation Authority is funded through the Transportation Development Act, Federal Transit Act and various local grants.

Pending grant applications will be amended into the Budget at a future date if the funds become available.

Staff Analysis:

The Local Transportation Authority limits personnel costs to 13.3 percent and directs agency funds to Services and Supplies, Operations, and Capital.

Services and Supplies represents 13.6 percent of the budget. This category includes large expenditures in maintenance and fuel. The fuel estimate is the largest unknown in the Authority's Draft Budget. Fluctuations at the gas pump are difficult to predict. The Authority also pays a 10 percent administrative fee to the County Public Works Road Department to purchase fuel.

Contracts represent 72.7 percent of expenditures. This category includes contracts with MV Transportation for County Express and Jovenes de Antaño for Specialized Transportation. Contract line item also includes contracts for the Intelligent Transportation Systems Technology for the 21st Century and the completion of the Triennial Performance Audit.

Other represents .4 percent of the budget. This category includes the OPEB cost for LTA salaries.

The Local Transportation Authority set up a separate account for the Public Transportation Moderation, Improvements and Service Enhancements Account (PTMISEA), the American Recovery and Reinvestment Act (ARRA) funding and the California Transit Assistance Fund (CTAF). The Draft Budget for this account is \$2,253,172. This funding is available for various transit capital needs, purchase of buses and customer services enhancements, transit maintenance and operational enhancements.

The Draft Budget is balanced with revenues matching expenditures.

In summary, the Local Transportation Authority meets the goals and objectives of the agency and matches anticipated funding with expenses.

Executive Director Review: _____

Counsel Review: N/A

Attachment: LTA Draft Budget – FY 2016/17

San Benito County Local Transportation Authority

Draft Budget Fiscal Year 2016/17

Prepared and Compiled by:

Kathy Postigo
Administrative Services Specialist

Contact Information:
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Hollister, California 95023
(831) 637-7665
www.SanBenitoCountyExpress.org

**LOCAL TRANSPORTATION AUTHORITY
DRAFT BUDGET - FY 2016/17
EXPENDITURES**

EXPENDITURE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Personnel						
610101	Salaries	242,592	225,000	241,588	250,000	(1,004)
610101	Salaries (SRTP & LRTP)	-	5,700	-	-	-
610101	Salaries (5304 Bus Stop)	-	2,500	-	-	-
	Total	242,592	233,200	241,588	250,000	(1,004)
Services and Supplies						
620202	Magazines and Subscriptions	-	-	-	-	-
620301	Clothing and Safety	1,600	1,400	1,400	1,500	(200)
620501	Communications	1,000	975	1,000	1,000	-
620701	Computer Maintenance	300	225	200	100	(100)
620702	Computer Supplies	-	-	-	-	-
620703	Computer Software	13,600	13,600	500	200	(13,100)
640701	General Insurance	4,836	4,836	4,792	4,900	(44)
621501	Maintenance of Equipment	67,000	58,000	60,000	60,000	(7,000)
621502	Maintenance of Equipment - Oil and Gas	200,000	150,000	160,000	165,000	(40,000)
621503	Maintenance of Equipment - Auto	-	-	-	-	-
621701	Maintenance of Structures and Grounds	1,000	2,000	1,000	500	-
623619	Marketing	-	37	-	-	-
621901	Medical/Dental/Lab Supplies and Services	-	-	-	-	-
622101	Membership Dues	510	510	520	550	10
622501	Office Furniture under \$700	-	-	-	-	-
622505	Special Project Supplies - Printing	2,000	250	300	200	(1,700)
622504	Supplies	450	300	300	350	(150)
622503	Postage and Delivery	25	25	25	25	-
623501	Professional Service - Legal	5,000	6,000	5,000	4,500	-
623502	Professional Services - Accounting	-	-	-	-	-
623507	Professional Services - Other Consultants	-	-	-	-	-
622701	Public and Legal Notices	265	265	265	300	-
622901	Rent Equipment	-	-	-	-	-
622902	Rent Structures	-	-	-	-	-
622903	Rent Space	-	-	-	-	-
623101	Small Tools	500	250	250	250	(250)
623613	Special Dept. Expense - Other	66,400	65,000	-	-	(66,400)
623304	Travel	100	100	100	100	-
623303	Travel Meals	100	50	100	100	-
623301	Training	250	-	250	200	-
623304	Travel Transportation	-	10	50	150	50
623701	Utilities	10,475	-	12,000	12,000	1,525
	Total	375,411	303,833	248,052	251,925	(127,359)
Contracts						
623601	Special Dept. Expense - Contracts	1,149,461	1,088,000	1,325,041	1,182,461	175,580
	Total	1,149,461	1,088,000	1,325,041	1,182,461	175,580
Capital						
650304	Furniture and Fixtures	-	-	-	-	-
650302	Equipment other than Computer	-	-	-	-	-
650303	Computer Hardware	-	-	-	-	-
650301	Automobiles, Trucks, Vans	-	-	-	-	-
	Total	0	0	-	-	0
Other						
640320	OPEB	6,830	-	8,078	8,320.27	-
	Total	6,830	-	8,078	8,320	-
	TOTAL PROPOSED BUDGET	1,774,294	1,625,033	1,822,759	1,692,706	47,217

**LOCAL TRANSPORTATION AUTHORITY
DRAFT BUDGET - FY 2016/17
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016*	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
570003 Sale of Fixed Assets	-	2,568	3,000	3,000	3,000
551113 Misc. (FTA 5311 Operating Assistance)	311,062	311,062	295,228	363,178	(15,834)
551113 FTA 5310(Vehicles & Dispatch Software)	-	15,675	-	-	-
551113 FTA 5304 (SRTP & LRTP)	-	57,275	-	-	-
551113 FTA 5304 (Bus Stop Improvement Plan)	70,000	68,370	-	-	(70,000)
551113 FTA 5304 (IT Tech for Safety & Efficiency)	10,000	10,000	45,000	-	35,000
570015 AB2766 (Continuation of Intercounty)	-	21,000	-	-	-
551113 Low Carbon Transit Operations Program	18,741	18,741	-	-	(18,741)
576012 STA/LTF transfer	1,184,490	1,029,346	1,309,531	1,151,528	125,041
562803 County Express Fares	180,000	185,650	170,000	175,000	(10,000)
TOTAL REVENUE	1,774,294	1,699,688	1,822,759	1,692,706	48,466

EXPENDITURES VS REVENUES	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016*	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
EXPENDITURES					
Personnel	242,592	233,200	241,588	250,000	(1,004)
Services & Supplies	1,183,321	329,333	2,501,224	251,925	1,317,903
Contracts	1,149,461	1,088,000	1,325,041	1,182,461	175,580
Capital	0	0	-	-	-
Other	6,830	8,078	8,078	8,320	1,248
TOTAL EXPENDITURES	2,582,204	1,658,611	4,075,931	1,692,706	1,493,727
REVENUES					
Revenues	1,397,714	1,503,699	2,766,400	541,178	1,368,686
Operating Transfers (in)	1,184,490	1,029,346	1,309,531	1,151,528	125,041
TOTAL REVENUE	2,582,204	2,533,045	4,075,931	1,692,706	1,493,727
TOTAL PROPOSED BUDGET	2,582,204	1,658,611	4,075,931	1,692,706	1,493,727
FUND BALANCE			(0)		
DESIGNATED FUND BALANCE			-		
UNDESIGNATED FUND BALANCE			(0)		

The Local Transportation Authority's budget accounts include:

PTMISEA: Public Transportation Modernization, Improvement and Service enhancement Program
ARRA: American Recovery and Reinvestment Act
CTAF: California Transit Assistance Fund

**LOCAL TRANSPORTATION AUTHORITY
DRAFT BUDGET - FY 2016/17
BUDGET NOTES**

BUDGET NOTES

		Proposed Budget FY 16/17
Personnel		
Personnel includes salaries, administrative support, and professional services. These costs include regular staff salaries, executive director services and temporary help.		
Total		241,588
Services and Supplies		
Services and Supplies include normal budget items to support transit operations. The largest expenses include general insurance, maintenance, and fuel.		
Total		2,501,224
Contracts		
Contracts includes transit operations for fixed route, intercounty route, dial-a-ride, (County Express \$1,034,390) out of county medical and senior lunch program (Jovenes de Antano \$241,651). Also \$4,000 for the Triennial Performance Audit and the IT Tech for Safety & Efficiency grant.		
Total		1,325,041
Capital		
No Capital expenditures are proposed in this Draft Budget.		
Total		-
Other		
LTA share of OPEB costs.		
Total		8,078
TOTAL PROPOSED BUDGET		4,075,931

SRTP: Short Range Transit Plan
LRTP: Long Range Transit Plan

**LOCAL TRANSPORTATION AUTHORITY - PTMISEA, ARRA, AND CTAF
DRAFT BUDGET - FY 2016/17
EXPENDITURES**

EXPENDITURE DESCRIPTION	Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Personnel					
610101 Salaries(Brochures)	-	-	-	-	-
623510 Administrative Support	-	-	-	-	-
623508 Outside Labor	-	-	-	-	-
Total	-	-	-	-	-
Services and Supplies					
620202 Magazines and Subscriptions	-	-	-	-	-
620301 Clothing and Safety	-	-	-	-	-
620501 Communications	-	-	-	-	-
620701 Computer Maintenance	-	-	-	-	-
620702 Computer Supplies	-	-	-	-	-
640701 General Insurance	-	-	-	-	-
621501 Maintenance of Equipment	-	-	-	-	-
621502 Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503 Maintenance of Equipment - Auto	-	-	-	-	-
621701 Maintenance of Structures and Grounds	-	-	-	-	-
623619 Marketing	-	-	-	-	-
621901 Medical/Dental/Lab Supplies and Services	-	-	-	-	-
622101 Membership Dues	-	-	-	-	-
622501 Office Furniture under \$700	-	-	-	-	-
622502 Office Equipment under \$300	-	-	-	-	-
622505 Special Project Supplies - Printing	-	-	-	-	-
622504 Supplies	-	-	-	-	-
622503 Postage and Delivery	-	-	-	-	-
623501 Professional Service - Legal	-	-	-	-	-
623502 Professional Services - Accounting	-	-	-	-	-
623507 Professional Services - Other Consultants	-	-	-	-	-
622701 Public and Legal Notices	-	-	-	-	-
622901 Rent Equipment	-	-	-	-	-
622902 Rent Structures	-	-	-	-	-
622903 Rent Space	-	-	-	-	-
623101 Small Tools	-	-	-	-	-
623613 Special Dept. Expense - Other	807,910	25,500	2,253,172	-	1,445,262
623302 Travel Lodging	-	-	-	-	-
623303 Travel Meals	-	-	-	-	-
623301 Training	-	-	-	-	-
623304 Travel Transportation	-	-	-	-	-
623701 Utilities	-	-	-	-	-
Total	807,910	25,500	2,253,172	-	1,445,262
Contracts					
623601 Special Dept. Expense - Contracts	-	-	-	-	-
Total	-	-	-	-	-
Capital					
650304 Furniture and Fixtures	-	-	-	-	-
650302 Equip other than Computer(CTSGP/CTAF)	-	-	-	-	-
650303 Computer Hardware	-	-	-	-	-
650301 Automobiles, Trucks, Vans	-	-	-	-	-
Total	-	-	-	-	-
Other					
640513 Operating Transfers	-	-	-	-	-
Total	-	-	-	-	-
TOTAL PROPOSED BUDGET	807,910	25,500	2,253,172	-	1,445,262

**LOCAL TRANSPORTATION AUTHORITY - PTMISEA, ARRA, AND CTAF
DRAFT BUDGET - FY 2016/17
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
551401	OES (State)	-	-	-	-	-
551401	PTMISEA (Proposition B)	617,308	617,308	1,445,315	-	828,007
558301	ARRA (Bus Stop Shelters)	-	-	-	-	-
	Fund Balance (carryover previous years)	190,602	214,049	807,857	-	617,255
541001	Interest	-	2,000	-	-	-
		-	-	-	-	-
	TOTAL REVENUE	807,910	833,357	2,253,172	-	1,445,262

EXPENDITURES VS REVENUES		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
EXPENDITURES						
	Personnel	-	-	-	-	-
	Services & Supplies	807,910	25,500	2,253,172	-	1,445,262
	Contracts	-	-	-	-	-
	Capital	-	-	-	-	-
	Other	-	-	-	-	-
	TOTAL EXPENDITURES	807,910	25,500	2,253,172	-	1,445,262
REVENUES						
	Revenues	807,910	833,357	2,253,172	-	2,253,172
	TOTAL REVENUES	807,910	833,357	2,253,172	-	2,253,172
	TOTAL PROPOSED BUDGET	807,910	25,500	2,253,172	-	1,445,262
	FUND BALANCE					-
	DESIGNATED FUND BALANCE					-
	UNDESIGNATED FUND BALANCE					-

**LOCAL TRANSPORTATION AUTHORITY - PTMISEA, ARRA, AND CTAF
DRAFT BUDGET - FY 2016/17
BUDGET NOTES**

BUDGET NOTES

BUDGET NOTES	Proposed Budget FY 16/17
Personnel No Personnel expenditures are proposed in this Draft Budget.	
Total	-
Services and Supplies Special projects includes purchase of buses to increase service. Customer services enhancements, transit maintenance and operational enhancements. Bus stop improvement in SJB with OES funding. Purchase of buses will c capitalize them in LTA.	
Total	2,253,172
Contracts No Contract expenditures are proposed in this Draft Budget.	
Total	-
Capital No Capital expenditures are proposed in this Draft Budget.	
Total	-
Other No Other expenditures are proposed in this Draft Budget.	
Total	-
TOTAL PROPOSED BUDGET	2,253,172

PTMISEA: Public Transportation Modernization, Improvement and Service Enhancement Program
ARRA: American Recovery and Reinvestment Act
CTAF: California Transit Assistance Fund



Staff Report

To: Service Authority for Freeways and Expressways
From: Kathy Postigo, Administrative Services Specialist **Telephone:** (831) 637-7665
Date: May 19, 2016
Subject: Service Authority for Freeways and Expressways Draft Budget – FY 2016/17

Staff Recommendation:

RECEIVE presentation on FY 2016/17 Service Authority for Freeways and Expressways Draft Budget

Summary:

The Service Authority for Freeways and Expressways Draft Budget – FY 2016/17 has been prepared using revenue assumptions that match anticipated funding levels. The Draft Budget is balanced. A second fiscal year is included in the Draft Budget for financial planning purposes.

Financial Considerations:

The Service Authority for Freeways and Expressways' total draft budget for FY 2016/17 is \$57,058. Overall, the Draft Budget for FY 2016/17 is 21 percent higher than the FY 2015/16 Budget.

Background:

The Service Authority for Freeways and Expressways receives funding from the Department of Motor Vehicles from vehicle registration fees. With this funding, the Service Authority for Freeways and Expressways maintains the emergency call box program for San Benito County.

The Authority maintains 40 call boxes: 8 located on Highway 25 north of Hollister, 6 along Highway 101, 17 along Highway 156, 5 along Highway 25 south of Hollister and 4 along Panoche Road.

The funds received from vehicle registration fees can only be used for Service Authority for Freeways and Expressways purposes.

Staff Analysis:

The Service Authority for Freeways and Expressways receives funding from the Department of Motor Vehicles from vehicle registration fees. The Draft Budget includes 32.9 percent for Personnel, 39.8 percent for Services and Supplies including maintaining equipment, and 26.5 percent for contracts.

The Personnel line item decreased slightly. Services and Supplies line item decreased slightly. Contracts line item increased \$15,000 for the plan to contract with the California Highway Patrol for extra enforcement on Highway 25 between San Felipe and the Santa Clara County line.

Executive Director Review: _____

Counsel Review: N/A

Attachment: Service Authority for Freeways and Expressways Draft Budget – FY 2016/17



San Benito County

**Service
Authority for
Freeways and
Expressways**

Service Authority for Freeways and Expressways

Draft Budget Fiscal Year 2016/17

Prepared and Compiled by:
Kathy Postigo
Administrative Services Specialist

Contact Information:
330 Tres Pinos Road, Suite C7
Hollister, California 95023
(831) 637-7665

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
DRAFT BUDGET - FY 2016/17
EXPENDITURES**

EXPENDITURE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016'	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
Personnel						
610101	Salaries	22,612	15,645	18,787	22,750	(3,825)
623510	Administrative Support	-	-	-	-	-
623508	Outside Labor	-	-	-	-	-
Total		22,612	15,645	18,787	22,750	(3,825)
Services and Supplies						
620202	Magazines and Subscriptions	-	-	-	-	-
620301	Clothing and Safety	-	-	-	-	-
620501	Communications	4,200	3,500	3,600	4,200	(600)
620701	Computer Maintenance	-	-	-	-	-
620702	Computer Supplies	-	-	-	-	-
640701	General Insurance	451	451	398	375	(53)
621501	Maintenance of Equipment	18,848	17,500	18,500	18,900	(348)
621502	Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503	Maintenance of Equipment - Auto	-	-	-	-	-
621701	Maintenance of Structures and Grounds	-	-	-	-	-
623619	Marketing	-	-	-	-	-
621901	Medical/Dental/Lab Supplies and Services	-	-	-	-	-
622101	Membership Dues	-	-	-	-	-
622501	Office Furniture under \$700	-	-	-	-	-
622502	Office Equipment under \$300	-	-	-	-	-
622505	Special Project Supplies - Printing	-	-	-	-	-
622504	Supplies	-	-	-	-	-
622503	Postage and Delivery	-	-	-	-	-
623501	Legal	50	50	50	50	-
623502	Accounting	-	-	-	-	-
623507	Other Consultants	-	-	-	-	-
622701	Public and Legal Notices	-	-	-	-	-
622901	Rent Equipment	-	-	-	-	-
622902	Rent Structures	-	-	-	-	-
622903	Rent Space	-	-	-	-	-
623101	Small Tools	-	-	-	-	-
623613	Special Dept. Expense - Other	-	-	-	-	-
623302	Travel Lodging	-	-	-	-	-
623303	Travel Meals	50	-	50	50	-
623301	Training	-	-	-	-	-
623304	Travel Transportation	20	163	150	20	130
623701	Utilities	-	-	-	-	-
Total		23,619	21,664	22,748	23,595	(871)
Contracts						
623601	Special Dept. Expense - Contracts	125	120	15,125	125	15,000
Total		125	120	15,125	125	15,000
Capital						
650205	Improvements - Other	-	-	-	-	-
650304	Furniture and Fixtures	-	-	-	-	-
650302	Equipment other than Computer	-	-	-	-	-
650303	Computer Hardware	-	-	-	-	-
650301	Automobiles, Trucks, Vans	-	-	-	-	-
Total		-	-	-	-	-
Other						
640320	OPEB	545	545	398	550	(147)
Total		545	545	398	550	(147)
TOTAL PROPOSED BUDGET		46,901	37,974	57,058	47,020	10,157

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
DRAFT BUDGET - FY 2016/17
REVENUES AND EXPENDITURES VS REVENUES**

REVEUE DESCRIPTION		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
550109	Registered Vehicle Revenue	52,000	55,000	54,500	52,000	2,500
	Fund Balance(Carryover previous years)	115,597	142,997	160,500	160,500	44,903
541001	Interest Revenue	500	500	500	500	-
	TOTAL REVENUE	168,097	198,497	215,500	213,000	47,403

EXPENDITURES VS REVENUES		Adopted Budget FY 15/16	Estimated Actual to June 30, 2016	Proposed Budget FY 16/17	Budget Estimate for FY 17/18	Variance FY 15/16 FY 16/17
EXPENDITURES						
	Personnel	22,612	15,645	18,787	22,750	(3,825)
	Services & Supplies	23,619	21,664	22,748	23,595	(871)
	Contracts	125	120	15,125	125	15,000
	Capital	-	-	-	-	-
	Other	545	545	398	550	(147)
	TOTAL EXPENDITURES	46,901	37,974	57,058	47,020	10,157
REVENUES						
	Revenues	168,097	198,497	215,500	213,000	47,403
	TOTAL REVENUE	168,097	198,497	215,500	213,000	47,403
	TOTAL PROPOSED BUDGET	46,901	37,974	57,058	47,020	10,157

FUND BALANCE	158,442	
DESIGNATED FUND BALANCE	-	
UNDESIGNATED FUND BALANCE	158,442	Only available for SAFE projects

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
DRAFT BUDGET - FY 2016/17
BUDGET NOTES**

BUDGET NOTES

	Proposed Budget FY 16/17
Personnel Personnel includes salaries, administrative support, and professional services. These include regular staff salaries and temporary help.	
Total	18,787
Services and Supplies Services and Supplies include regular budget items to support call box operations.	
Total	22,748
Contracts Contracts includes a contract with CHP for call answering services and extra CA Highway Patrol enforcement for Hwy 25 between San Felipe and the Santa Clara County line.	
Total	15,125
Capital No Capital expenditures are proposed in this Budget.	
Total	-
Other SAFE share of OPEB costs.	
Total	398
TOTAL PROPOSED BUDGET	57,058