

Attachment "B"
*Minutes of Oct. 15, 2013
Board Mtg. & Budget Workshop*

Link Transit

2014 Operation & Capital Budget

Board Workshop

October 15, 2013

Link Transit

2014 Revenue Projections

Operating Revenues:	2013		2013		2014		Budget to Actual		Budget to Budget	
	Budget	Year End Projection	Budget	Budget	Budget	\$	%	\$	%	
Sales Tax * <small>* Sales Tax est @ 2% increase</small>										
Federal Grants										
5307 Formula Funding	7,639,009	8,406,286	1,637,604	1,708,926	8,616,443	\$ 210,157	2.5%	\$ 977,434	12.8%	
State Operating Fund										
5316 JARC (Commuter Service)	1,637,604	1,708,926	1,637,604	1,708,926	1,708,926	-	0.0%	71,322	4.4%	
5316 JARC (Increase Service 1,2 & 8)	117,000	137,200	117,000	137,200	142,008					
5311 Grant (Leavenworth/Lake Wen)	435,202	429,450	156,250	156,250	-			(435,202)	-100.0%	
Special Needs Grant			112,500	112,500						
5317 New Freedom			30,000	30,000						
			110,202	110,202						
			26,250	20,498						
DOT Grants 2013 - 15										
5311 Grants	496,452	490,700	187,500	187,500	893,690			\$ 397,238	80.0%	
- Commuter Service (total estimated grant \$750,000)			60,000	60,000						
- Demand Responsive Upper Valley			112,500	112,500						
JARC Grant - (Increased Urban Frequency)			26,250	20,498						
5310 Grant - (Mobility Coordinator)			110,202	110,202						
Special Needs Grant										
Interest Income										
Investment Interest	5,596	6,667	3,293	5,317	6,667	-	0.0%	1,071	19.1%	
Sales Tax Interest			2,303	1,350						
Leases										
Columbia Station:										
NW Stage Lines	44,400	70,430	26,600	28,744	74,500			30,100	67.8%	
3rd Floor			9,000	33,029						
DC Straight Café			5,800	6,033						
Operations Base:										
Longyard Landscaping			3,000	2,625						
Other/Non-Transportation										
Misc Income	5,000	90,014	5,000	90,014	5,000	(85,014)	-94.4%	-	0.0%	
Sale of Fixed Assets										
Advertising										
Advertising	35,000	25,895	35,000	25,895	25,000	(895)	-3.5%	(10,000)	-28.6%	
Fares										
Fares	745,394	723,720	745,394	723,720	730,957	7,237	1.0%	(14,437)	-1.9%	
Total Projected Revenue	\$ 11,160,657	\$ 12,089,288	\$ 11,160,657	\$ 12,089,288	\$ 12,203,191	\$ 113,905	0.9%	\$ 1,017,526	9.1%	

Link Transit

2014 Operating Budget Summary

S:\Budget in progress\2014 Budget\2014-Operating Summary.xls\2014 Budget Summary

	2013		2014	Budget-vs-Projection		Budget-vs-Budget	
	2013 Budget	Year End Projection		Budget	\$	%	\$
Beginning Cash	\$ 1,226,816	\$ 2,404,047	\$ 3,113,328				

Revenues:								
Sales Tax	\$ 7,639,009	\$ 8,406,286	\$ 8,616,443	\$ 210,157	2%	\$ 977,434	13%	
Federal 5307 Formula Funding	1,637,604	1,708,926	1,708,926	-	0%	71,322	4%	
Operating Grants	1,048,654	1,057,350	1,035,698	(21,652)	-2%	(12,956)	-1%	
Interest	5,596	6,667	6,667	-	0%	1,071	19%	
Lease Revenue	44,400	70,430	74,500	4,070	6%	30,100	68%	
Miscellaneous	5,000	90,014	5,000	(85,014)	-94%	-	0%	
Advertising	35,000	25,895	25,000	(895)	-3%	(10,000)	-29%	
Fares	745,394	723,720	730,957	7,237	1%	(14,437)	-2%	
Total Revenues	\$ 11,160,657	\$ 12,089,288	\$ 12,203,191	\$ 113,904	1%	\$ 1,042,534	9%	

Transfer to Capital Accounts:								
Less-Transfers to Vehicle Replacement	(700,000)	-	-	-	100%	700,000	100%	
Less-Facility/Equip. Replacement	(250,000)	-	-	-	100%	250,000	0%	
Total Operating Revenue	\$ 10,210,657	\$ 12,089,288	\$ 12,203,191					

Expenditures:								
Operations	\$ 4,799,497	\$ 4,870,384	\$ 5,207,578	\$ 337,194	7%	\$ 408,081	9%	
Administration	470,189	308,938	396,655	87,718	28%	(73,534)	-16%	
Board of Directors/LTAC	70,378	61,154	70,744	9,590	16%	366	1%	
Finance	395,356	410,806	444,233	33,427	8%	48,877	12%	
Computer Systems	300,407	292,009	331,131	39,122	13%	30,724	10%	
Administrative Services	864,676	833,254	913,613	80,359	10%	48,937	6%	
Casualty/Liability Insurance	257,400	243,438	280,948	37,510	15%	23,548	9%	
Facility Maintenance	504,218	547,891	562,224	14,333	3%	58,006	12%	
Vehicle Maintenance	2,561,900	2,564,303	2,598,763	34,460	1%	36,863	1%	
Ebus Project Management	34,289	10,331	-	(10,331)	-100%	(34,289)	-100%	
Total Expenditures	\$ 10,258,310	\$ 10,142,507	\$ 10,805,889	\$ 663,381	6.5%	\$ 547,579	5%	

Excess Revenues Over Expenditures:	\$ (47,653)	\$ 1,946,781	\$ 1,397,303					
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Ending Operating Cash Before Trans	\$ 1,179,163	\$ 4,350,828	\$ 4,510,631					
Transfer to Contingency Fund	-	-	-					
Transfer to Vehicle Replacement	-	(1,075,000)	(750,000)					
Transfer to Facility Reserve	-	(162,500)	(250,000)					
Ending Operating Cash	\$ 1,179,163	\$ 3,113,328	\$ 3,510,632					

Performance Goals for 2014

Based on Fully Allocated Costs

	Fully Allocated Costs	2014 Service Hrs	2013 Service Hrs	Change in Service Hours	% Change
Fixed Route	\$ 8,583,878	81,164	81,164	-	0%
Demand Response	\$ 2,222,011	21,010	21,010	-	0%
Total	\$ 10,805,889	102,174	102,174	-	0%

2014 Goals on Revenue Hours	Based Cost Per Hour	Cost Per Passenger	Boardings Per Hour	2014 Boardings	2013 Boardings
Fixed Route	\$ 105.76	\$ 9.45	11.19	908,000	875,000
Demand Response	\$ 105.76	\$ 37.03	2.86	60,000	60,000
Total Boardings				968,000	935,000

Link Transit

2014 vs 2013 Expenses by Category

	2013 Budget	2013 Year-End Projection	2014 Budget	Budget-vs-Projection \$	Budget-vs-Projection %	Budget-vs-Budget \$	Budget-vs-Budget %	% of Total Budget
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Operating Expenses:

Wages	\$ 4,468,882	\$ 4,367,950	\$ 4,671,358	\$ 303,408	7%	\$ 202,476	5%	43%
Benefits	3,181,317	3,286,812	3,500,598	213,786	7%	319,281	10%	32%
Subtotal - Personnel	7,650,199	7,654,762	8,171,956	517,194	7%	521,757	7%	76%
Services	476,102	344,151	484,077	139,926	41%	7,975	2%	4%
Material/Supplies	1,436,270	1,526,199	1,423,979	(102,220)	-7%	(12,291)	-1%	13%
Utilities	162,039	149,195	170,394	21,199	14%	8,355	5%	2%
Purchased Transportation	84,000	42,574	60,000	17,426	41%	(24,000)	-29%	1%
Tax & Licenses	24,000	24,669	24,000	(669)	-3%	-	0%	0%
Other	166,850	155,516	189,085	33,569	22%	22,235	13%	2%
Leases & Rentals	1,450	2,003	1,450	(553)	-28%	-	0%	0%
Insurance	257,400	243,438	280,948	37,510	15%	23,548	9%	3%
Subtotal - Operating & Maintenance Costs	2,608,111	2,487,745	2,633,933	146,188	6%	25,822	1%	24%

Total Operating Expenditures	\$ 10,258,310	\$ 10,142,507	\$ 10,805,889	\$ 663,381	13%	\$ 547,579	8%	100%
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Link Transit 2014 Capital Budget			
Project Descriptions	Funding Source		2014 Capital Budget
	Grants	Reserves	
Software/Computers/Office Equipment:			
Computer Systems:			
Fuel Dispensor Software Upgrade	\$ -	12,000	12,000
Exchange Server	-	2,000	2,000
Upgrade FileMaker	-	6,000	6,000
Upgrade Shoretell	-	4,000	4,000
Vmware System	-	30,713	30,713
Replace POS Cash Register for Guest Services	-	2,500	2,500
New Large Photocopier / Scanner for OPS Base Admin	-	18,000	18,000
New office "desk" chairs (\$500 X 25 + tax)	-	13,550	13,550
Total Software/Computers/Office Equipment	-	88,763	88,763
Projects:			
New Bus Stop Signs with Upgraded Graphics (700 Reflective Bus Stop Signs & 700 Reflective Route Signs)	-	25,000	25,000
Solar Lighting for Fifteen (15) Bus Shelters	-	15,000	15,000
Five (5) Bus Shelters (small)	-	30,000	30,000
Two (2) Bus Shelters (large)	-	15,500	15,500
Valley North Paving	-	5,000	5,000
Crack Seal Columbia Station Platform (concrete)	-	4,000	4,000
CS - Fire Alarm Update	-	10,000	10,000
Replace Man Gates & Double Gate	-	10,000	10,000
Reseal Ops Parking	-	8,750	8,750
Total Projects:	-	123,250	123,250
Facility Maintenance Equipment:			
Shop Floor Machine	-	13,000	13,000
Total Facility Maintenance Equipment:	-	13,000	13,000
Vehicle Maintenance Vehicles & Equipment:			
One (1) Spare Cummins ISL-280 Engines	-	32,000	32,000
Propane Convert - (Minivans - \$7,500 x 9, 1 Chev cutaway @ \$9,000)	-	77,256	77,256
Rehab Two (2) 40' Buses (\$230,000 each)	-	480,000	480,000
Rehab Two (2) 35' Buses (\$210,000 each)	-	430,000	430,000
Replace Staff Car	-	25,000	25,000
Electric Bus Project - Phase II	2,500,000	277,000	2,777,000
Total Vehicle Requests:	2,500,000	1,321,256	3,821,256
Total 2014 Capital Budget Requests	\$ 2,500,000	\$ 1,546,269	\$ 4,046,269