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- San Bernardino County Transportation Commission
 - San Bernardino County Transportation Authority
 - San Bernardino County Congestion Management Agency
 - Service Authority for Freeway Emergencies
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Revised Attachment Agenda Item No. 14

Commuter Rail and Transit Committee Meeting

August 13, 2015

9:00 a.m.

Location:
SANBAG

First Floor Lobby

1170 W. 3rd Street, San Bernardino, California 92410

Discussion Calendar

Transportation Programming and Fund Administration

That the Commuter Rail and Transit Committee recommend the Board, acting in its capacity as the San Bernardino County Transportation Authority, approve the Valley Transportation Services Fiscal Year 2015/2016 Budget.

The Valley Transportation Services Fiscal Year 2015/2016 Budget was updated after the agenda was published. The major changes to the budget from that included in the agenda are the addition of a Rural TREP Program and the inclusion of the Loma Linda Adult Day Health Care Services transportation program in the Community Services Partners budget. The changes are indicated in bold italics in Attachment 2.

Valley Transportation Services
Source and Application of Funds
Fiscal Year 2015/16

Fund Summary	Projected		Adopted	
	FY	2014/15	FY	2015/16
Source of Funds				
Measure I - VTRANS		2,400,000		2,354,700
Measure I - Pass Through		26,640		27,500
Federal 5310		-		-
New Freedom		265,519		482,150
JARC		205,687		244,500
Maintenance Service		30,100		93,500
Maintenance Parts		13,400		18,700
Interest Income / Other		7,030		6,100
Total Source of Funds		2,948,375		3,227,150
Application of Funds				
VTS - Ops		406,693		581,400
VTS - VTS Capital		982		3,000
Maintenance Ops		269,200		244,900
Maintenance Capital		239,174		-
Travel Training		338,700		423,900
Valley Trep		240,000		325,000
TAXI		319,900		450,000
TREP				225,000
Other Trep		27,500		27,500
Community Partners		484,200		894,700
Total Application of Funds		2,326,349		3,175,400
Surplus		622,026		51,750

Measure I Funding/Allocation Summary
 Fiscal Year 2015/16

	Projected		Adopted	
	FY	2014/15	FY	2015/16
Total Allocation Per SANBAG Forecast		2,400,000		2,354,700
Valley Transportation Depts.				
VTS - Operations		406,693		581,400
VTS Capital Program		982		3,000
Maintenance - Operations		225,600		132,700
Maintenance Capital Program		239,174		-
Travel Training		67,469		84,750
Valley TREP		120,000		162,500
Taxi Voucher		239,925		450,000
Total Valley Transportation Depts.		1,299,843		1,414,350
Community Partners:				
PVW		160,000		50,800
CCLM		52,600		25,900
CSS		40,000		50,000
OPARC		64,000		143,800
211 Mobility		-		56,300
211 One-Click		18,000		-
City of Fontana		-		9,000
Loma Linda				54,000
YMCA Rancho/Fontana		-		32,900
Ontario/Montclair YMCA		8,100		72,000
Eligibility Projects		2,400		200,000
Developing Comm Projects		139,100		200,000
Total Community Partners		484,200		894,700
Total Applications		1,784,043		2,309,050
Unallocated Measure I Funding		615,957		45,650
Unrestricted Equity-Carryforward from PY		5,366,946		5,982,903
Less Operating Reserve		(750,000)		(750,000)
Current Year Unallocated Measure I		615,957		45,650
Unrestricted Measure I Reserves		5,232,903		5,278,553

**VTrans Operating Budget
Fiscal Year 2015/16**

	Projected	Adopted
	FY 2014/15	FY 2015/16
Income		
Other Income	1,150	
Total Measure I	1,262,806	714,800
Interest Income	5,880	6,100
Total Income	1,269,835	720,900
Expense		
Payroll	204,625	210,800
Payroll Taxes - Employer	16,132	16,600
Workers Comp	2,794	2,900
Medical Expense	17,050	25,200
Employer Pension Costs	13,710	24,000
Employee Benefit- Insurance	6,235	6,400
Professional Services		
Accounting Services	48,891	51,500
Consulting Services	4,089	25,000
Legal Services	18,327	51,500
Marketing Services	857	10,000
Total Professional Services	72,163	138,000
Payroll Processing Services	6,752	7,000
Facility		
Facility Rent	30,641	44,200
Facility Repair	-	2,000
Facility - Alarm/Security	462	500
Total Facility	31,103	46,700
Community Service		
Scholarships		25,000
Total Community Service	-	25,000
Office Supplies	2,227	2,300
Postage	421	440
Telephone	2,987	3,100
Insurance Premiums	-	10,300
Comp Supp, Serv. & Software	7,339	7,600
Minor Equip & Office Furniture	884	910
Tax/License/Dues/Permits	34	250
Travel		
Board Travel	3,777	15,000
Staff Travel	2,493	10,000
EE Mileage Reimburse	1,629	2,600
Total Travel	7,898	27,600
Professional Development	5,271	10,000
Dues & Memberships	4,174	5,000
Interest Expense	256	300
Equipment Rental	-	1,000
Miscellaneous	4,637	10,000
Total Expense	406,693	581,400
Net Income	863,142	139,500
Non-Cash Expense: Depreciation	7,260	7,457

**Maintenance Department Budget
Fiscal Year 2015/16**

	Projected	Adopted
	FY 2014/15	FY 2015/16
Income		
Maint. Service Revenue	29,700	93,200
Maint. Parts Revenue	13,400	18,700
Maint. Revenue-Outside Services	400	300
Measure I	225,600	132,700
Total Income	269,200	244,900
Expense		
Payroll	93,500	96,300
Payroll Taxes - Employer	7,600	7,800
Workers Comp	9,700	9,600
Medical Expense	10,100	16,800
Employer Pension Costs	400	2,000
Employee Benefit- Insurance	200	210
Professional Services		
Accounting Services	2,700	2,060
Consulting Services	1,000	-
Legal Services	500	2,060
Marketing Services	2,000	500
Total Professional Services	6,200	4,620
Facility		
Facility Rent	39,000	40,200
Facility Repair	200	250
Facility - Alarm/Security	500	500
Total Facility	39,700	40,950
Cost of Goods Sublet	500	200
Cost of Goods Parts	10,600	15,000
Office Supplies	1,700	1,800
Postage	100	150
Telephone	4,000	4,100
Utilities	5,600	6,000
Insurance Premiums	12,000	12,400
Computer Supp. Serv. & Software	7,100	6,500
Minor Equip & Office Furniture	6,000	1,000
Shop Supplies	6,100	2,400
Shop Tools	4,700	3,600
Facility Maint. & Supplies	7,600	2,400
Tax/License/Dues/Permits	200	500
Travel		
Staff Travel	1,400	2,000
EE Milage Reimburse	1,400	1,200
Total Travel	2,800	3,200
Professional Development	1,500	1,000
Uniforms & Laundry	1,000	3,120
Dues & Memberships	300	500
Equipment Rental	400	250
Miscellaneous	500	500
Operating Contingency	1,000	2,000
Total Expense	269,200	244,900
Net Income	-	-
Non-Cash Expense: Depreciation	28,200	33,441

**Community Service Partners
Fiscal Year 2015/16**

	Projected	Adopted
	FY 2014/15	FY 2015/16
Income		
Total Measure I	484,200	894,700
Total Income	484,200	894,700
Expense		
Loma Linda		54,000
City of Fontana		9,000
YMCA Rancho/Fontana		32,900
Pomona Valley Workshop	160,000	50,800
Central City Lutheran	52,600	25,900
Community Senior Services	40,000	50,000
211 One-Click	18,000	
OPARC	64,000	143,800
211 Mobility Manager	-	56,300
Senior Programs	-	
Eligibility Projects	2,400	200,000
Ontario/Montclair YMCA	8,100	72,000
Developing Community Projects	139,100	200,000
Total Expense	484,200	894,700
Net Income	-	-

**Travel Training Department Budget
Fiscal Year 2015/16**

	Projected	Adopted
	FY 2014/15	FY 2015/16
Income		
Measure I	67,469	84,750
Federal 5310		-
JARC - Operating Revenue	101,712	212,000
New Freedom Operating Revenue	169,519	127,150
Total Income	338,700	423,900
Expense		
Payroll	196,400	258,196
Payroll Taxes - Employer	81,300	103,278
Workers Comp		
Medical Expense		
Employer Pension Costs		
Employee Benefit- Insurance		
Professional Services		
Accounting Services		5,000
Consulting Services	12,700	3,000
Legal Services	2,500	
Total Professional Services	15,200	8,000
Office Supplies	6,100	7,715
Postage		
Telephone	12,700	17,506
Computer Supp, Serv. & Software	5,100	6,300
Minor Equip & Office Furniture	2,100	
Travel		
Staff Travel		
EE Mileage Reimbursement	11,500	14,465
Total Travel	11,500	14,465
Professional Development	2,500	4,260
Miscellaneous	5,800	4,216
Total Expense	338,700	423,900
Net Income	-	-

**Valley Volunteer Driver Program Budget
Fiscal Year 2015/16**

	Projected	Adopted
	FY 2014/15	FY 2015/16
Income		
Measure I	120,000	162,500
Federal 5310		
JARC - Operating Revenue	24,000	32,500
New Freedom Operating Revenue	96,000	130,000
Total Income	240,000	325,000
Expense		
Payroll	60,600	78,000
Payroll Taxes - Employer	35,300	45,468
Workers Comp		
Medical Expense		
Employer Pension Costs		
Employee Benefit- Insurance		
Marketing Services	1,900	2,400
503003 - Bank Fees	1,600	2,060
Facility Rent	1,900	2,472
Office Supplies		
Postage	1,900	2,472
Telephone	1,000	1,236
Computer Supp, Serv. & Software		
Minor Equip & Office Furniture	4,000	3,000
Travel	2,000	2,575
Professional Development		
509008 - Mileage Reimbursement Stipend	129,800	185,317
Miscellaneous	-	-
Total Expense	240,000	325,000
Net Income	-	-

**"Ride" Taxi Program Budget
Fiscal Year 2015/16**

	Projected	Adopted
	FY 2014/15	FY 2015/16
Income		
Measure I	239,925	450,000
Federal 5310		-
JARC - Operating Revenue	79,975	
Total Income	319,900	450,000
Expense		
Payroll	46,200	59,532
Payroll Taxes - Employer	22,500	29,025
Workers Comp		
Medical Expense		
Employer Pension Costs		
Employee Benefit- Insurance		
5030015 Marketing Services	3,200	10,300
503003 · Bank Fees	8,000	10,300
Facility Rent	1,200	2,472
Office Supplies		
Postage	8,000	
Telephone	1,900	1,545
Computer Supp, Serv. & Software		5,000
Minor Equip & Office Furniture	4,000	4,000
Travel		
Staff Travel		
Employee Mileage Rmbsmt	1,600	2,060
Total Travel	1,600	2,060
Professional Development		
509008 · Mileage Reimbursement Stipend	223,300	325,766
Miscellaneous	-	
Total Expense	319,900	450,000
Net Income	-	-

**Rural Volunteer Driver Program Budget
Fiscal Year 2015/16**

	Projected	Adopted
	FY 2014/15	FY 2015/16
Income		
New Freedom Operating Revenue		225,000
Total Income	-	225,000
Expense		
Payroll		46,992
Payroll Taxes - Employer		
Workers Comp		
Medical Expense		
Employer Pension Costs		
Employee Benefit- Insurance		
Professional Services		
Marketing Services		2,250
Total Professional Services	-	2,250
Facility		
Facility Rent		1,800
Total Facility	-	1,800
Office Supplies		1,350
Postage		
504010 · Duplicating		1,500
Telephone		900
Computer Supp, Serv. & Software		1,125
Travel		
Staff Travel		2,250
Employee Mileage Reimbursement		1,875
Total Travel	-	4,125
Professional Development		
509008 · Mileage Reimbursement Stipend		163,608
Miscellaneous		1,350
Total Expense	-	225,000
Net Income	-	-

**"Other" Volunteer Driver Program
Fiscal Year 2015/16**

	Projected	Adopted
	FY 2014/15	FY 2015/16
Income		
TREP Pass-Thru-Meas I Fnds		
MBTA - TREP	7,500	7,500
MARTA - TREP	15,000	15,000
VVTA - VV TREP	5,000	5,000
TREP Pass-Thru-Meas I Fnds	27,500	27,500
Total Income	27,500	27,500
Expense		
Telephone	82	
Milg Reimbursement Stipend	528	
TREP Pass-Thru Milg Reimb.		
MBTA Milg Reimb.	7,500	7,500
MARTA Milg Reimb.	15,000	15,000
VVTA-VV Milg Reimb.	5,000	5,000
TREP Pass-Thru Milg Reimb.	27,500	27,500
Total Expense	28,109	27,500
Net Income	(609)	-

Valley Transportation Services
 Capital Program
 Fiscal Year 15/16

Department	Projected	Adopted
	FY 2014/15	FY 2015/16
Valley Transportation Operations		
Board Room Monitoring Equipment	982	
Computer Server Replacement/Installations		
Computer Desktop Replacements		3000
IPADS (5 @ \$550 each)		
Total	982	3000
Maintenance Department		
Shop Equipment/Vehicles	46062	
Shop Construction	193112	
Total	239174	0
Total - All Departments	240156	3000

Attachment 2 - VTrans Fiscal Year 2015/2016 Budget - Consolidated

	Operating	Capital	Maintenance	Travel Training	Rural TREP	Other TREP	Valley TREP	TAXI	Partners	Total
Income										
409010 · TREP Pass-Thru Measue I Funds										
409011 · MBTA - TREP						7,500				7,500
409012 · MARTA - TREP						15,000				15,000
409014 · VVTA - VV TREP						5,000				5,000
407002 · Maintenance Service Revenue	-		93,200							93,200
407003 · Maintenance Parts Revenue	-		18,700							18,700
4070034 · Maintenance Revenue-Outside Serv			300							300
409001 · Measure I	714,800	3,000	132,700	84,750			162,500	450,000	894,700	2,442,450
409007 · JARC - Operating Revenue				212,000			32,500			244,500
409008 · New Freedom Operating Revenue				127,150	225,000		130,000			482,150
414001 · Interest Income	6,100	-	-	-	-	-	-	-	-	6,100
Total Income	720,900	3,000	244,900	423,900	225,000	27,500	325,000	450,000	894,700	3,314,900
Expense										
501001 · Payroll	210,800		96,300	258,196	46,992		78,000	59,532		749,820
502001 · Payroll Taxes - Employer	16,600		7,800	103,278			45,468	29,025		202,171
502002 · Workers Comp	2,900		9,600							12,500
502003 · Medical Expense	25,200		16,800							42,000
502005 · Employer Pension Costs	24,000		2,000							26,000
502007 · Employee Benefit- Insurance	6,400		210							6,610
503001 · Professional Services										
5030011 · Accounting Services	51,500		2,060	5,000						58,560
5030012 · Consulting Services	25,000		-	3,000						28,000
5030013 · Legal Services	51,500		2,060							53,560
5030015 · Marketing Services	10,000		500		2,250		2,400	10,300		25,450
Total 503001 · Professional Services	138,000		4,620	8,000	2,250		2,400	10,300		165,570
503002 · Payroll Processing Services	7,000									7,000
503003 · Bank Charges							2,060	10,300		12,360
503005 · Facility										
5030051 · Facility Rent	44,200		40,200		1,800		2,472	2,472		91,144
5030052 · Facility Repair	2,000		250							2,250
5030053 · Facility - Alarm	500		500							1,000
Total 503005 · Facility	46,700		40,950		1,800		2,472	2,472		94,394
503006 · Community Service										
5030621 · Scholarships	25,000									25,000
Total 503006 · Community Service	25,000									25,000
503031 - Loma Linda									54,000	54,000
503062 · City of Fontana									9,000	9,000
503063 · YMCA Rancho/Fontana									32,900	32,900
503064 · Pomona Valley Workshop									50,800	50,800
503066 · Central City Lutheran									25,900	25,900
503068 · Community Senior Services									50,000	50,000
503626 · OPARC									143,800	143,800
503630 · 211 Mobility Manager									56,300	56,300
503633 · Eligibility Projects									200,000	200,000
503634 · Ontario/Montclair YMCA									72,000	72,000
503699 · Developing Community Projects									200,000	200,000
504005 · Cost of Good Sublet			200							200
504006 · Cost of Goods Parts			15,000							15,000
504008 · Office Supplies	2,300		1,800	7,715	1,350					13,165
504009 · Postage	440		150				2,472			3,062
504010 · Duplicating					1,500					1,500
505001 · Telephone	3,100		4,100	17,506	900		1,236	1,545		28,387
505002 · Utilities			6,000							6,000
506001 · Insurance Premiums	10,300		12,400							22,700
506021 · Computer Supp. Serv. & Software	7,600	3,000	6,500	6,300	1,125			5,000		29,525
506052 · Minor Equip & Office Furniture	910		1,000				3,000	4,000		8,910
506060 · Shop Supplies			2,400							2,400
506070 · Shop Tools			3,600							3,600
506085 · Facility Maint. & Supplies			2,400							2,400
507001 · Tax/License/Dues/Permits	250		500							750
509001 · Travel							2,575			2,575
5090011 · Board Travel	15,000									15,000
5090012 · Staff Travel	10,000		2,000		2,250					14,250
5090013 · Employee Mileage Reimburse	2,600		1,200	14,465	1,875			2,060		22,200
Total 509001 · Travel	27,600		3,200	14,465	4,125		2,575	2,060		54,025
509002 · Professional Development	10,000		1,000	4,260						15,260
509003 · Uniforms & Laundry			3,120							3,120
509005 · Dues & Memberships	5,000		500							5,500
509008 · Mileage Reimburse Stipend					163,608		185,317	325,766		674,691
509010 · TREP Pass-Thru Mileage Reimburse										
509011 · MBTA Mileage Reimbursement						7,500				7,500
509012 · MARTA Mileage Reimbursement						15,000				15,000
509014 · VVTA-VV Mileage Reimbursement						5,000				5,000
511001 · Interest Expense	300									300
512002 · Equipment Rental	1,000		250							1,250
514001 · Miscellaneous	10,000		500	4,216	1,350					16,066
69800 · Operating Contingency			2,000							2,000
69901 · Construction-Temp Holding Acct										
Total Expense	581,400	3,000	244,900	423,936	225,000	27,500	325,000	450,000	894,700	3,175,436
Net Income	139,500	-	-	(36)	-	-	-	-	-	139,464

* Total Measure I Budgeted = \$2,442,450 less \$139,464 net income
 Estimated Measure I Fiscal Year 2015/2016 Revenue = \$2,354,700
 Excess Measure I to Fund Balance = \$51,714