



September 19, 2017

AGENDA ITEM 3 B

**FY 2018 BUDGET**

TYPE OF ITEM: Consent

**STATEMENT OF ISSUE**

The FY 2018 tentative budget has been created for Board review and approval (see **Attachment 1**). To provide a more transparent and comprehensive budget, several modifications have been made to more clearly identify expenditures as well as include all anticipated expenditures in one document.

Overall the proposed budget is about 9% less than FY 2017. As with any budget, there are increases in some areas and decreases in others. The most significant increases are in pension costs and health benefits. We were able to reduce spending in several areas to offset some of these increases. The budget includes a 3% cost-of-living adjustment (COLA) consistent with the current proposed rate by the City of Tallahassee, our host agency. This will offset projected increases in employee contributions to both health care benefits and pension. Any changes to the proposed COLA will be reflected in the final budget presented next month.

The FY 2018 Budget was recommended for approval at the August 23 CRTPA Executive Committee meeting.

**RECOMMENDED ACTION**

Option 1: Approve the FY 2018 CRTPA Budget

**ATTACHMENT**

Attachment 1: Tentative FY 2018 CRTPA Budget

	FY 17 - Adopted	FY 18 - Proposed	Net Change	% Change
<b>Personnel</b>				
511000 - Salaries	\$ 453,742	\$ 440,222	\$ (13,520)	-3.0%
511300 - Salary Enhancements	\$ -	\$ 13,207	\$ 13,207	-
511500 - Temporary Wages	\$ 23,000	\$ 24,102	\$ 1,102	4.8%
512400 - Other Salary Items	\$ 3,000	\$ 4,560	\$ 1,560	52.0%
515000 - Pension- Current	\$ 36,622	\$ 81,857	\$ 45,235	123.5%
515100 - Pension- MAP	\$ 17,637	\$ 22,690	\$ 5,053	28.6%
515500 - Social Security	\$ 5,940	\$ 2,901	\$ (3,039)	-51.2%
515600 - Mandatory Medicare	\$ 6,143	\$ 6,034	\$ (109)	-1.8%
516000 - Health Benefits	\$ 41,485	\$ 55,263	\$ 13,778	33.2%
516001 - Health Benefits-Retirees	\$ 10,328	\$ -	\$ (10,328)	-100.0%
516100 - Flex Benefits	\$ 17,268	\$ 10,646	\$ (6,622)	-38.3%
<b>Operating</b>				
521010 - Advertising	\$ 4,500	\$ 4,500	\$ -	0.0%
521030 - Reproduction	\$ 12,000	\$ 3,000	\$ (9,000)	-75.0%
521100 - Equipment Repairs	\$ 225	\$ 225	\$ -	0.0%
521180 - Unclassified Contractual Srvcs	\$ 82,500	\$ 6,500	\$ (76,000)	-92.1%
521160 - Legal Services	\$ -	\$ 24,000	\$ -	-
521190 - Computer Software	\$ 20,000	\$ 3,500	\$ (16,500)	-82.5%
522080 - Telephone	\$ 1,000	\$ 1,000	\$ -	0.0%
523020 - Food	\$ 1,200	\$ 1,500	\$ 300	25.0%
523050 - Postage	\$ 750	\$ 750	\$ -	0.0%
523060 - Office Supplies	\$ 4,500	\$ 4,000	\$ (500)	-11.1%
523080 - Unclassified Supplies	\$ 4,500	\$ 2,000	\$ (2,500)	-55.6%
524010 - Travel & Training	\$ 15,000	\$ 15,855	\$ 855	5.7%
524020 - Journals & Books	\$ 600	\$ 600	\$ -	0.0%
524030 - Memberships	\$ 2,500	\$ 2,500	\$ -	0.0%
524050 - Rent Expense- Building & Offic	\$ 12,626	\$ -	\$ (12,626)	-100.0%
541040- Insurance (for Workers Comp)	\$ -	\$ 16,500	\$ 16,500	
550040 - Computer Equipment	\$ -	\$ 10,000	\$ 10,000	
<b>Internal Service Allocations</b>				
560010 - Human Resource Expense	\$ 8,978	\$ 10,026	\$ 1,048	11.7%
560020 - Accounting Expense	\$ 18,141	\$ 19,508	\$ 1,367	7.5%
560030 - Purchasing Expense	\$ 6,848	\$ 3,195	\$ (3,653)	-53.3%
560040 - Information Systems Expense	\$ 25,529	\$ 27,020	\$ 1,491	5.8%
560070 - Revenue Collection	\$ 1,427	\$ 19	\$ (1,408)	-98.7%
560082 - Environmental	\$ -	\$ 1,028	\$ 1,028	-
<b>Expenses (non-contractual)</b>				
Personnel	\$ 615,165	\$ 661,482	\$ 62,206	7.5%
Operating	\$ 161,901	\$ 96,430	\$ (65,471)	-40.4%
Internal Service Allocations	\$ 60,923	\$ 60,796	\$ (127)	-0.2%
<b>Subtotal</b>	\$ 903,400	\$ 818,708	\$ (84,692)	-9.4%
521000 - Contractual Services (see attachment)	\$ -	\$ 2,000,066	\$ -	-
<b>Total</b>		\$ 2,818,774		

Contractual Services		
SW Area	\$	350,000
Midtown	\$	150,000
WEI	\$	62,500
Interactive TIP	\$	9,600
Webpage	\$	35,000
Cooridor reviews	\$	90,000
Audit	\$	30,000
TLCGIS	\$	10,000
RMP	\$	30,000
CMP	\$	185,000
ITS	\$	50,000
Unassigned	\$	997,966
	\$	<u>2,000,066</u>