



September 4, 2018

AGENDA ITEM 4 B
FISCAL YEAR 2019 CRTPA BUDGET

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

The FY 2019 tentative budget has been created for Board review and approval (*see Attachments 1 and 2*).

Overall the proposed budget is about 4% less than FY 2018. As with any budget, there are increases in some areas and decreases in others. The budget includes a 3% cost-of-living adjustment (COLA) consistent with the current proposed rate by the City of Tallahassee, our host agency. There may be slight adjustments to the budget as the City of Tallahassee finalizes its assumptions for pension rates and Internal Service Allocations.

RECOMMENDED ACTION

- Option 1: Approve the FY 2019 CRTPA Budget
- Option 2: As desired by the Board.

ATTACHMENT

- Attachment 1: Tentative FY 2019 CRTPA Budget
- Attachment 2: Contracted Planning Projects

FY 2019 Tentative CRTPA Budget

	FY 18 - Adopted	FY 19 - Proposed	Net Change	% Change
Personnel				
511000 - Salaries	\$ 440,222	\$ 419,862	\$ (20,360)	-4.6%
511300 - Salary Enhancements	\$ 13,207	\$ 12,596	\$ (611)	-
511500 - Temporary Wages	\$ 24,102	\$ -	\$ (24,102)	-100.0%
512400 - Other Salary Items	\$ 4,560	\$ 4,560	\$ -	0.0%
515000 - Pension- Current	\$ 81,857	\$ 85,334	\$ 3,476	4.2%
515100 - Pension- MAP	\$ 22,690	\$ 23,680	\$ 990	4.4%
515500 - Social Security	\$ 2,901	\$ -	\$ (2,901)	-100.0%
515600 - Mandatory Medicare	\$ 6,034	\$ 6,088	\$ 54	0.9%
516000 - Health Benefits	\$ 55,263	\$ 47,300	\$ (7,963)	-14.4%
516100 - Flex Benefits	\$ 10,646	\$ 9,841	\$ (805)	-7.6%
Operating				
521010 - Advertising	\$ 4,500	\$ 2,500	\$ (2,000)	-44.4%
521030 - Reproduction	\$ 3,000	\$ 3,500	\$ 500	16.7%
521100 - Equipment Repairs	\$ 225	\$ 225	\$ -	0.0%
521180 - Unclassified Contractual Svcs ¹	\$ 51,100	\$ 52,100	\$ 1,000	2.0%
521160 - Legal Services	\$ 24,000	\$ 28,000	\$ 4,000	16.7%
521190 - Computer Software	\$ 3,500	\$ 3,500	\$ -	0.0%
522080 - Telephone	\$ 1,000	\$ 1,000	\$ -	0.0%
523020 - Food	\$ 1,500	\$ 1,750	\$ 250	16.7%
523050 - Postage	\$ 750	\$ 750	\$ -	0.0%
523060 - Office Supplies ¹	\$ 4,000	\$ 13,000	\$ 9,000	225.0%
523080 - Unclassified Supplies	\$ 2,000	\$ 1,512	\$ (488)	-24.4%
524010 - Travel & Training	\$ 15,855	\$ 14,000	\$ (1,855)	-11.7%
524020 - Journals & Books	\$ 600	\$ 600	\$ -	0.0%
524030 - Memberships	\$ 2,500	\$ 2,750	\$ 250	10.0%
541040 - Insurance (General Liability & Workers Comp)	\$ 16,500	\$ 18,000	\$ 1,500	
550040 - Computer Equipment	\$ 10,000	\$ 10,000	\$ -	
Internal Service Allocations				
560010 - Human Resource Expense	\$ 10,026	\$ 10,100	\$ 74	0.7%
560020 - Accounting Expense	\$ 19,508	\$ 23,250	\$ 3,742	19.2%
560030 - Purchasing Expense	\$ 3,195	\$ 3,000	\$ (195)	-6.1%
560040 - Information Systems Expense	\$ 27,020	\$ 28,000	\$ 980	3.6%
560070 - Revenue Collection	\$ 19	\$ 810	\$ 791	4163%
560082 - Environmental	\$ 1,028	\$ 850	\$ (178)	-
Expenses (non-contractual)				
Personnel	\$ 661,482	\$ 609,261	\$ (52,221)	-7.9%
Operating	\$ 141,030	\$ 153,187	\$ 12,157	8.6%
Internal Service Allocations	\$ 60,796	\$ 66,010	\$ 5,214	8.6%
Subtotal	\$ 863,308	\$ 828,458	\$ (34,850)	-4.0%
521000 - Contractual Services (see attachment)	\$ 1,948,966	\$ 2,216,379	\$ -	-
Total		\$ 3,044,837		
¹ Budget increase due to potential needs for new offices.				

<u>Contracted Planning Projects</u>		
<u>Task 3.0 - LRP</u>		
RMP	\$	375,000
<u>Task 4.0 - SRP</u>		
TBD	\$	76,777
<u>Task 5.0 - Mobility Planning</u>		
Bike/Ped Master Plan	\$	166,560
Bike/Ped - Wakulla County	\$	30,000
ITS Master Plan	\$	55,000
CMP	\$	125,000
Performance Measures	\$	62,700
TBD	\$	150,000
<u>Task 7.0 - Special Projects</u>		
SW Area	\$	301,000
Midtown Phase II	\$	198,292
Monticello Trail	\$	55,000
US 27/Havana Downtown	\$	50,000
Corridor reviews	\$	50,000
Corridor Studies	\$	350,000
TBD	\$	171,050
	\$	<u>2,216,379</u>