

August 24, 2021



## EXECUTIVE COMMITTEE AGENDA ITEM 3B

### CRTPA FY 2022 BUDGET

TYPE OF ITEM: Action

#### **STATEMENT OF ISSUE**

The purpose of this item is to discuss the FY 2022 CRTPA Budget.

#### **RECOMMENDED ACTION**

Option 1: Approve the FY 2022 CRTPA Budget

#### **BACKGROUND AND ANALYSIS**

The Fiscal Year (FY) 2022 tentative budget (***Attachment 1***) has been developed for Executive Committee review and approval. For comparison purposes, the FY 21 approved and amended budgets have also been included in the attachment.

As with any budget, there are increases in some areas and decreases in others. Overall, the budget reflects an increase of 2.4 percent in FY 22. Some of the highlights of the budget include significant cost reductions in operating categories. This is due in part to having expended funds for computer equipment, and adjustments to the budget line items based on prior years' costs. The FY 22 budget also includes a 4% cost-of-living adjustment in the salary budget. Personnel cost increases are due to rising health insurance costs and salary enhancements. Additionally, the operating budget reflects a significant increase in the Revenue Collection and Information Systems accounts and increases overall by 2.4 percent. There may be slight adjustments to the CRTPA budget as the City of Tallahassee finalizes its budget. Project Budgets are included and reflects the approved work tasks in the CRTPA's FY 2021 – 2022 Unified Planning Work Program.

#### **RECOMMENDED ACTION**

Option 1: Approve the FY 2020 CRTPA Budget

Option 2: As desired by the Committee.

#### **ATTACHMENT**

Attachment 1: CRTPA FY 2022 Operating and Project Budgets

**ATTACHMENT 1**

Fund	Dept	Account	Description	2021 Approved Budget	2022 Proposed Budget	Net Change FY21 to FY22	2021 Amended Budget
870	460101	511000	Salaries	439,378.00	452,422.00	2.88%	439,378.00
870	460101	511300	Salary Enhancements	13,181.00	20,424.00	35.46%	13,181.00
870	460101	512400	Other Salary Items	1,560.00	1,560.00	0.00%	1,560.00
870	460101	515000	Pension- Current	87,500.00	89,000.00	1.69%	116,000.00
870	460101	515100	Pension- MAP	25,648.00	26,757.00	4.14%	25,648.00
870	460101	515600	Mandatory Medicare	6,597.00	6,879.00	4.10%	6,597.00
870	460101	516000	Health Benefits	69,506.00	79,000.00	12.02%	69,506.00
870	460101	516100	Flex Benefits	9,840.00	9,840.00	0.00%	9,840.00
<b>PERSONNEL SERVICES: TOTAL</b>				<b>\$ 653,210.00</b>	<b>\$ 685,882.00</b>	<b>4.76%</b>	<b>\$ 681,710.00</b>
870	460101	521010	Advertising	9,000.00	3,200.00	-181.25%	3,200.00
870	460101	521030	Reproduction	3,000.00	500.00	-500.00%	500.00
870	460101	521040	Unclassified Professional	500.50	501.00	0.10%	501.00
870	460101	521100	Equipment Repairs	795.00	795.00	0.00%	795.00
870	460101	521160	Legal Services	32,000.00	34,000.00	5.88%	35,000.00
870	460101	521180	Unclassified Contractual	32,000.00	35,000.00	8.57%	32,000.00
870	460101	521190	Computer Software	15,000.00	15,000.00	0.00%	15,000.00
870	460101	522080	Telephone	3,750.00	1,750.00	-114.29%	1,750.00
870	460101	523020	Food	1,750.00	1,000.00	-75.00%	250.00
870	460101	523050	Postage	750.00	250.00	-200.00%	250.00
870	460101	523060	Office Supplies	13,000.00	8,000.00	-62.50%	3,000.00
870	460101	523080	Unclassified Supplies	1,512.00	500.00	-202.40%	512.00
870	460101	524010	Travel & Training	10,000.00	15,000.00	33.33%	5,000.00
870	460101	524020	Journals & Books	600.00	600.00	0.00%	0.00
870	460101	524030	Memberships	3,000.00	3,000.00	0.00%	2,500.00
870	460101	541040	Insurance	18,000.00	17,500.00	-2.86%	15,900.00
870	460101	550040	Computer Equipment	18,000.00	5,000.00	-260.00%	18,000.00
<b>OPERATING EXPENDITURES: TOTAL</b>				<b>\$162,657.50</b>	<b>\$141,596.00</b>	<b>-14.87%</b>	<b>\$134,158.00</b>
870	460101	560010	Human Resource Expense	8,300.00	9,803.00	15.33%	8,300.00
870	460101	560020	Accounting Expense	23,250.00	21,835.00	-6.48%	23,250.00
870	460101	560030	Purchasing Expense	3,000.00	3,742.00	19.83%	3,000.00
870	460101	560040	Information Systems Expense	28,000.00	37,671.00	25.67%	28,000.00
870	460101	560070	Revenue Collection	810.00	1175.00	31.06%	810.00
870	460101	560082	Facilities and Environmental	850.00	850.00	0.00%	850.00
870	460101	560090	Vehicle Garage Expense	30.00	12.00	-150.00%	30.00
870	460101	611300	Debt Service Transfer	5,853.00	5,853.00	0.00%	5,853.00
870	460101	612400	Inter-Fund Ops Transfer	\$0.00	\$0.00	0.00%	\$0.00
<b>INTERNAL SERVICES: TOTAL</b>				<b>\$70,093</b>	<b>\$80,941</b>	<b>13.40%</b>	<b>\$70,093</b>
<b>FY 22 BUDGET TOTAL</b>				<b>\$ 885,961</b>	<b>\$ 908,419</b>	<b>2.47%</b>	<b>\$ 885,961</b>

Revenues	Amount	Contractual	Non-Contractual
PL	\$ 520,644.00	\$ -	\$ 520,644.00
SU	\$ 797,000.00	\$ 550,000.00	\$ 247,000.00
CM	\$ 176,880.00	\$ 176,880.00	\$ -
FTA	\$ 180,222.00	\$ -	\$ 180,222.00
<b>TOTAL</b>	<b>\$ 1,674,746.00</b>	<b>\$ 726,880.00</b>	<b>\$ 947,866.00</b>

FY 2022 Consultant Budget		
	SU Funds	CM Funds
<b>Task 3.0 Long-Range Planning</b>		
3.0 Consultant Support Work	\$30,000.00	
<b>Task 3 TOTAL</b>	<b>\$30,000.00</b>	
<b>Task 4.0 Short-Range Planning</b>		
4.0 Long-Range Planning	\$30,000.00	
<b>Task 4 TOTAL</b>	<b>\$30,000.00</b>	
<b>Task 5.0 Mobility Planning</b>		
5.0. Consultant Support Work	\$30,000.00	
5.9 Wakulla Springs (SR 267) Feasibility Study	\$100,000.00	
5.10 Apalachee Pkwy Trail Feasibility Study	\$60,000.00	
5.11 Oak Ridge Road Trail Feasibility Study	\$75,000.00	
5.19 Regional Transit Study Update	\$60,000.00	
5.25 Congestion Management Plan Process Phase II		\$186,880.00
5.29 Iron Bridge Road Trail Feasibility Study	\$100,000.00	
Other (TBD)	\$35,000.00	
<b>Task 5.0 TOTAL</b>	<b>\$460,000.00</b>	<b>\$176,880.00</b>
<b>Task 6.0 Public Involvement</b>		
6.0 Consultant Support Work	\$30,000.00	
<b>Task 6 TOTAL</b>	<b>\$30,000.00</b>	
<b>SUBTOTAL</b>	<b>\$550,000.00</b>	<b>\$176,880.00</b>
<b>TOTALS</b>	<b>\$726,880.00</b>	