September 10, 2026

EXECUTIVE COMMITTEE AGENDA ITEM 5 B

CRTPA FISCAL YEAR 2027 BUDGET

TYPE OF ITEM: Action

STATEMENT OF ISSUE

The purpose of this item is to discuss the Fiscal Year (FY) 2027 CRTPA Budget. ***(Attachment 1)***

BACKGROUND AND ANALYSIS

The FY 2027 tentative budget is presented for Executive Committee review and approval. For comparison, the CRTPA's approved FY 2026 budget is included and the percentage change between the two years. The budget reflects the addition of a new position, as well as the Unclassified Contractual Services budget which varies each year dependent on the CRTPA's project budget and SU allocation.

In ***Attachment 2*** the additional staff position and the Unclassified Contractual Services budgets are removed, reflecting an overall budget increase is 3.07 %. Personnel costs increased slightly by 3.73%. A contributing factor is a 7% increase in health insurance costs. There is no change proposed for Pension costs. The proposed cost-of-living adjustment (COLA) is 4% consistent with last year's COLA. The overall operating budget increase is 2.5 %. The largest increase is the line item for Accounting and Legal services. Lastly, in the Internal Services category costs increased by less than 1%.

Attachment 3 shows the project budgets in the adopted UPWP, as well as the FY 2027 revenue per the CRTPA's contract. There may be slight adjustments to the CRTPA budget as the City of Tallahassee finalizes its budget. The final budget will be presented to the CRTPA Board at the September Meeting.

RECOMMENDED ACTION

Option 1: Approve the FY 2027 CRTPA proposed budget.

Option 2: As desired by the Committee.

ATTACHMENT

Attachment 1: CRTPA FY 2027 Budget with all Costs
Attachment 2: CRTPA FY 2027 Budget without Unclassified Contractual Services and New Position
Attachment 3: CRTPA FY 2027 Unclassified Contractual Services Projects and FY 2027 Revenue

ATTACHMENT 1

FY 2026 - FY 2027 DRAFT BUDGET	FY 27 Proposed		FY 26 Adopted		Percentage Change
511000 - Salaries	$	568,789	$	546,913	4.0%
511300 - Salary Enhancements	$	22,752	$	21,877	4.0%
512400 - Other Salary Items	$	1,560	$	1,560	0.0%
515000 - Pension- Current	$	89,000	$	89,000	0.0%
515100 - Pension- MAP	$	33,451	$	32,168	4.0%
515600 - Mandatory Medicare	$	8,600	$	8,270	4.0%
516000 - Health Benefits	$	71,573	$	66,891	7.0%
516100 - Flex Benefits	$	11,052	$	11,052	0.0%
Personnel Services Existing Staff (Subtotal)	**$**	**806,777**	**$**	**777,731**	**3.73%**
Additional Position with Fringe and Benefits	$	124,119	$	-	100.0%
Personnel Services	**$**	**930,896**	**$**	**777,731**	**19.69%**
521005 - Accounting/Audit Services	$	34,000	$	32,000	6%
521010 - Advertising	$	5,000	$	5,000	0%
521030 - Reproduction	$	507	$	507	0%
521100 - Equipment Repairs	$	819	$	819	0%
521160 - Legal Services	$	60,000	$	55,000	9%
521190 - IT Consulting Service (Software/Web/WCOT)	$	117,000	$	117,000	0%
522080 - Telephone	$	1,803	$	1,803	0%
523020 - Food	$	3,500	$	3,500	0%
523050 - Postage	$	250	$	250	0%
523060 - Office Supplies	$	3,000	$	3,000	0%
523065 - Computer Equipment (< $5,000)	$	5,000	$	5,000	0%
523080 - Unclassified Supplies	$	1,000	$	1,500	-33%
524010 - Travel & Training	$	15,225	$	15,225	0%
524020 - Journals & Books	$	609	$	609	0%
524040 - Membershp/Certificates/License	$	2,750	$	2,750	0%
524050 - Rent Expense- Building & Office	$	36,000	$	36,000	0%
541040 - Insurance	$	26,368	$	25,233	4%
Operating Expenditures	**$**	**312,831**	**$**	**305,196**	**2.50%**
521180 - [1]Unclassified Contractual Servics	$	1,305,870	$	1,162,877	12%
Operating Expenditures with Unclassified Contractual Services	**$**	**1,618,701**	**$**	**1,468,073**	**10.26%**
560010 - Human Resource Expense	$	7,556	$	7,580	-0.32%
560020 - Accounting Expense	$	13,765	$	14,603	-5.74%
560030 - Purchasing Expense	$	1,043	$	1,040	0.29%
560040 - Information Systems Expense	$	45,109	$	43,900	2.75%
560070 - Revenue Collection	$	139	$	127	9.45%
560082 - Facilities and Environmental	$	14,010	$	14,010	0.00%
560090 - Vehicle Garage Expense	$	-	$	-	
Staff Services Operating Expense	**$**	**81,622**	**$**	**81,260**	**0.45%**
TOTAL WITH NEW POSITION/UNCLASSIFIED CONTRACTUAL	**$**	**2,631,219**	**$**	**2,327,064**	**13.07%**
Local Billing - Estimate Unallowable Expenses $7,250 billed proportionately to the local governments.					

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511000 - Salaries	$ 568,789	$ 546,913	4.0%
511300 - Salary Enhancements	$ 22,752	$ 21,877	4.0%
512400 - Other Salary Items	$ 1,560	$ 1,560	0.0%
515000 - Pension- Current	$ 89,000	$ 89,000	0.0%
515100 - Pension- MAP	$ 33,451	$ 32,168	4.0%
515600 - Mandatory Medicare	$ 8,600	$ 8,270	4.0%
516000 - Health Benefits	$ 71,573	$ 66,891	7.0%
516100 - Flex Benefits	$ 11,052	$ 11,052	0.0%
Personnel Services Existing Staff	**$ 806,777**	**$ 777,731**	**3.73%**
521005 - Accounting/Audit Services	$ 34,000	$ 32,000	6%
521010 - Advertising	$ 5,000	$ 5,000	0%
521030 - Reproduction	$ 507	$ 507	0%
521100 - Equipment Repairs	$ 819	$ 819	0%
521160 - Legal Services	$ 60,000	$ 55,000	9%
521190 - IT Consulting Service (Software/Web/WCOT)	$ 117,000	$ 117,000	0%
522080 - Telephone	$ 1,803	$ 1,803	0%
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524040 - Membershp/Certificates/License	$ 2,750	$ 2,750	0%
524050 - Rent Expense- Building & Office	$ 36,000	$ 36,000	0%
541040 - Insurance	$ 26,368	$ 25,233	4%
Operating Expenditures	**$ 312,831**	**$ 305,196**	**2.50%**
560010 - Human Resource Expense	$ 7,556	$ 7,580	-0.32%
560020 - Accounting Expense	$ 13,765	$ 14,603	-5.74%
560030 - Purchasing Expense	$ 1,043	$ 1,040	0.29%
560040 - Information Systems Expense	$ 45,109	$ 43,900	2.75%
560070 - Revenue Collection	$ 139	$ 127	9.45%
560082 - Facilities and Environmental	$ 14,010	$ 14,010	0.00%
560090 - Vehicle Garage Expense	$ -	$ -	
Staff Services Operating Expense	**$ 81,622**	**$ 81,260**	**0.45%**
TOTAL WITHOUT NEW POSITION/UNCLASSIFIED CONTRACTUAL	**$ 1,201,230**	**$ 1,164,187**	**3.18%**
Local Billing - Estimate Unallowable Expenses $7,250 billed proportionately to the local governments.			

521180 Unclassified Contractual Servics varies depending on the annual SU alllocation.	
TABLE II. 521180 - Unclassified Contractual Services - UPWP	
PROJECT	SU BUDGET
Data Collection - Supplemental data for ITS Master Plan	$ 27,500
RMP Socioeconomic Data/Model Update	$ 75,000
Bloxham Cutoff Multi Use Path Trail Feasibility Study	$ 175,000
Bradfordville Connector-Thomasville to Welaunnee Path	$ 150,000
ITS Master Plan Update	$ 190,969
Trail Wayfinding Signage CC2S	$ 25,000
SUN Trails Studies	$ 225,000
W Tennessee St SS4A Ph II Implement Plan	$ 150,000
SS4A High Inury Network	$ 45,000
SS4A Future Project Work	$ 121,077
Context Based Planning Future Project Work	$ 121,324
TOTAL FY 2027 UNCLASSIFIED CONTRACTUAL SERVICES	$ 1,305,870

REVENUES	
$ 1,476,808	Contract G3Q17 USDOT/FDOT
$ 895,788	
$ 251,373	State Funds/SUN Trails
$ 7,250	Local Funds
$ 2,631,219	Total FY 2027