

	B	C	H	I	J
1	Central Midlands Regional Transit Authority				
2	FY2020 Operating and Capital Budget				
3					
4		Total Approved Budget FY 2020	Proposed Adjustment	Proposed Adjustment Amount	Explanations
5	Operating Revenue				
6	Passenger Fares Revenue	\$ 2,720,579	2,496,522	(224,058)	Fares coming in equal to FY 2019 levels
7	Advertising Revenue	\$ 40,000	15,000	(25,000)	Reduction of advertising benches and lack of advertising on buses
8	Contractual Service Revenue	\$ 155,000	275,000	120,000	Additional contract revenues has been added
9	Local Revenue: County of Lexington	\$ 238,771	351,391	112,621	Additional revenue added due to FY 19 Lexington County revenues being posted
10	Interest Income	\$ 40,000	180,000	140,000	Additional income from interest with the banks and Local Government Investment Fund
11	1% Sales Taxes Revenue Earned: Richland County	\$ 18,855,298	18,855,298	-	
12	SCDOT: State Mass Transit Funds	\$ 567,919	567,919	-	Need drawdowns
13	SCDOT: OPT Rural Program 5311 Revenue	\$ 146,536	146,536	-	Need drawdowns
14	SCDOT: OPT Rural Program 5339 Revenue	\$ -	180,000	180,000	New Cutaway Vehicles; (\$153,000 is SCDOT federal and \$27,000 is SCDOT SMTF
15	Rental Income	\$ 5,400	9,620	4,220	Additional rental income from Megabus and Richland Library
16	Hospitality/Accommodations Tax	\$ 6,000	21,000	15,000	Need drawdown from Cayce, add Richland County H-Tax funds to cover Route 84 marketing costs for service to Riverbanks Zoo.
17	CDBG - Shelters	\$ 81,000	81,000	-	
18	CDBG - Pass Program	\$ 19,000	19,000	-	
19	Federal Revenue: Planning	\$ -	144,000	144,000	Cover planning staff salary and benefits, planning consultants and Executive Director salary and benefits for planning
20	Federal Revenue: Non PM	\$ 891,191	891,191	-	
21	Federal Revenue: PM	\$ 800,000	800,000	-	
22	Federal Revenue: Cap Ex	\$ 727,200	274,016	(453,184)	Need drawdowns
23	Federal Revenue: 5310 Salary Positions	\$ 57,200	57,200	-	
24	Federal Revenue: ADP Software	\$ 80,000	80,000	-	
25	Federal Revenue: ADP Hardware	\$ 80,000	80,000	-	
26	Federal Revenue: Operations Assistance	\$ 1,500,000	1,500,000	-	
27	Federal Revenue: ADA Paratransit	\$ 455,572	455,572	-	

	B	C	H	I	J
4		Total Approved Budget FY 2020	Proposed Adjustment	Proposed Adjustment Amount	Explanations
28	Federal Revenue: Training	\$ 41,600	27,265	(14,335)	Reduction due to lack only NTI and FTA trainings being eligible. Subtract RTAP revenue.
29	OPT Revenue: RTAP	\$ -	3,700	3,700	Increase to add revenues received from RTAP.
30	Federal Revenue: 3rd Party Contractual (Website)	\$ 16,000	16,000	-	
31	Federal Revenue: Automated Passenger Counters	\$ 319,230	319,230	-	
32	Federal Revenue: Safety & Security	\$ 130,557	130,557	-	Need drawdowns
33	Federal Revenue: Vanpool Operations	\$ 120,000	120,000	-	Need drawdowns
34	Federal Revenue: Bike Program	\$ 256,000	256,000	-	Need drawdowns
35	Federal Revenue: 5339 Shelter Acquisition & Installation	\$ 1,440,928	1,866,581	425,653	Cover engineering costs for bus shelters
36	Federal Revenue: 5310 Mobility Program	\$ 8,854	8,854	-	
37	Insurance Claim	\$ -	10,000	10,000	Damaged assets reimbursed to The COMET
38	Fuel Tax Refund	\$ -	50,000	50,000	IRS allows for Credit For Federal Tax Paid On Fuels retroactive to July 1, 2017
39	Gain(Loss) on Sale of Asset	\$ -	500	500	Sale of surplus assets
40	Management Fee Revenue	\$ -	10,400	10,400	Transdev for Operational Advisor overhead
41	Miscellaneous Income	\$ 1,000	30,000	29,000	Additional Income generated (refunds, concessions)
42	Total Revenue	\$ 29,800,835	30,329,352	528,517	Net Adjustment
43					
44	Operating Expenses				
45	Salaries	\$ 892,087	807,954	(84,134)	Changes in positions. Marketing & Public Information Manager, Administrative & Customer Service Specialist and Financial Office Assistant at 9 months, Planning and Development Specialist and Transit Traffic Checker at 3 months. Eliminated Procurement Specialist
46	Fringe Benefits	\$ 277,882	274,175	(3,707)	Changes in benefits based on above
47	Membership, Dues, Subscriptions	\$ 36,000	20,000	(16,000)	Eliminate TASC, ZEBRA and a few other organizations, reduce APTA to \$1,084
48	Tuition Reimbursement	\$ 42,000	12,000	(30,000)	Reduce due to lack of use
49	Marketing/Advertising/Promotion	\$ 256,000	300,000	44,000	Additional marketing expenses using H-Tax funds from Cayce, West Columbia and Richland County
50	Office Expense	\$ 12,000	15,000	3,000	
51	Charitable Donations (Passes)	\$ 7,200	30,400	23,200	Add four days of free fares at (\$5,800 per day)

	B	C	H	I	J
4		Total Approved Budget FY 2020	Proposed Adjustment	Proposed Adjustment Amount	Explanations
52	Postage & Shipping	\$ 5,500	8,725	3,225	Additional mailing due to DART letters being sent out
53	Printing	\$ 85,000	140,000	55,000	Additional printing & copies
54	Board Member Expenses	\$ 10,000	10,000	-	
55	Transit Academy	\$ 1,500	3,000	1,500	
56	Contractor: Fixed Route	\$ 8,473,375	10,473,375	2,000,000	Some of Transdev's FY 2019 expense is hitting in FY 2020 budget due to timing of payments
57	Contractor: DART	\$ 2,816,697	2,523,625	(293,072)	Transfer to 5311: Rural Expenses
58	Reserved for Service Enhancements	\$ 270,000	270,000	-	
59	DPT 5311: Rural Expenses	\$ -	293,072	293,072	Expenses associated with Routes 44X, 46, 47, 92X, Paratransit from Transdev
60	Vehicle Fuel - Propane	\$ 900,000	900,000	-	Propane coming in less.
61	Vehicle Fuel - Diesel/Unleaded	\$ 1,000,000	1,015,000	15,000	Diesel coming in slightly higher
62	DPT SMTF (Urban + Rural): Diesel	\$ -	519,078	519,078	amount of SCDOT SMTF
63	Insurance - Vehicle	\$ 95,000	95,000	-	
64	Insurance - Property	\$ 17,710	25,000	7,290	
65	Insurance - Tort Liability	\$ 23,500	25,000	1,500	
66	Insurance - Officers & Directors	\$ 6,307	6,500	193	
67	Professional Contracted Services	\$ 472,430	963,260	490,830	Engineering is coming in slightly higher for bus stop planning and intermodal station replacement, Operations Advisor for Transdev (Reimbursed by Transdev) needs to be added, legal expenses changed from \$1,000 to \$4,000 due to increased work load, Penny litigation increased due to DOR audit. Auditor owes The COMET \$750 due to overbilling.
68	Fare Collection Services/Supplies/Fees	\$ 50,000	25,000	(25,000)	Services coming in lower.
69	Tickets & Transfers	\$ 30,000	30,000	-	
70	Natural Gas	\$ 9,600	9,600	-	
71	Electricity	\$ 140,300	122,228	(18,072)	Electricity coming in lower due to energy savings measures implemented
72	Water & Sewer	\$ 35,000	40,000	5,000	
73	Telecommunications	\$ 84,100	90,000	5,900	Use of technology on buses coming in higher
74	Other Administrative Expenses	\$ 39,000	34,000	(5,000)	Lower expenses
75	Banking Fees	\$ 25,000	31,000	6,000	Fees paid to banks increased
76	Payroll Processing Fees	\$ 2,500	3,500	1,000	Fees will increase with increase in # of employees
77	Leases/Rentals	\$ 38,000	33,000	(5,000)	Lease of equipment coming in lower

	B	C	H	I	J
4		Total Approved Budget FY 2020	Proposed Adjustment	Proposed Adjustment Amount	Explanations
78	Office Equipment & Furniture <\$5,000	\$ 6,000	7,100	1,100	New employees needing office equipment
79	Federal Expense: 5310	\$ 86,762	86,762	-	Need drawdowns
80	Federal Expense: 5339 Shelter Acquisition & Installation	\$ 1,801,160	1,801,160	-	Need drawdowns, shift some costs to Professional Services to cover engineering services
81	SCDOT: OPT Rural Program 5339 Expense: Vehicles	\$ -	290,595	290,595	Costs associated with purchase of 2 cutaways at 80% Federal/20% Local.
82	Federal Expense: Transit Operations	\$ 3,000,000	3,000,000	-	Need drawdowns
83	Federal Expense: Preventative Maintenance (PM)	\$ 1,000,000	1,000,000	-	
84	Federal Expense: Capital Expenses	\$ 2,037,228	328,801	(1,708,427)	Need drawdowns. Expenses include: Cutaways - \$219,541 total and 3 staff cars and 1 shop truck purchase at \$109,260 total
85	Federal Expense: Capital-Non PM	\$ 623,377	1,573,377	950,000	Additional capital expenses made
86	Federal Expense: 3rd Party Contractual (Website)	\$ 25,000	25,000	-	
87	Federal Expense: Automated Passenger Counter	\$ 498,796	500,000	1,204	
88	Federal Expense: Safety & Security	\$ 559,358	609,695	50,337	Increase in Police due to ride routes. Richland County increased rates by \$5.00. Did not use West Columbia
89	Federal Expense: Software Acquisition/Maintenance	\$ 100,000	200,000	100,000	
90	Federal Expense: Hardware Acquisition	\$ 100,000	180,000	80,000	Purchase of additional PEM machine for Admin Offices
91	Federal Expense: Vanpool Operations	\$ 120,000	120,000	-	Need drawdowns to covet April to July of Vanpool expenses paid to Enterprise
92	Federal Expense: Bike Program	\$ 250,000	250,000	-	Need drawdowns to cover 75% of the bikeshare stations purchased
93	Federal Expense: ADA Paratransit	\$ 569,465	569,465	-	Need drawdowns
94	Federal Expense: Training & Development (Staff)	\$ 70,000	69,000	(1,000)	Transfer to OPT Expense: RTAP Trainings
95	OPT Expense: RTAP	\$ -	3,700	3,700	Rural Trainings
96	Depreciation Expense	\$ 2,800,000	-	(2,800,000)	Removal of budget line for depreciation
97	Total Expenses	29,800,834	29,763,147	(37,688)	Net Adjustment
98	Net Income (Loss)	\$ 0	\$	566,205	

**Central Midlands Regional Transit Authority
Fiscal Year Ending 6/30/20 - Amended**

Attachment "A"

Select Expense Breakdown

Budget FY 2020

Membership, Dues, Subscriptions - 4201	
APTA	\$ 1,084
GFOA	\$ 300
CTAA (Community Transportation Association of America)	\$ 300
TASC (Transportation Association of South Carolina)	\$ -
CTE (Center for Transportation & the Environment)	\$ 3,000
ZEBRA (Zero Emission Bus Resource Alliance)	\$ -
ACT, SHRM, Sam's Club, Costco, Chamber, COMTD, Procurement, Vista, Five Points, other organizations that benefit The COMET	\$ 15,316
Total	\$ 20,000

Attachment "B"

Select Expense Breakdown

Board Member Expenses - 4210	
12 Monthly Meetings - Luncheon	\$ 4,500
Board Member Training	\$ 5,500
Total	\$ 10,000

Professional Contract Services - 4361

Legal (Currently Burr Forman McNair) \$4,000 per month, plus special projects	\$ 63,000
Extra Attorneys (Currently Robinson Gray, Riley-Pope-Laney Attorneys)	\$ 75,000
IT Manager (Currently iT1 Solutions)	\$ 37,230
Audit Firm	\$ 22,000
Lobbyist for State	\$ 60,000
Public Relations (Chernoff) \$225.00 per hour	\$ 85,000
ADA Eligibility (Able-SC \$80.00 per new applicant \$60 per re-certification)	\$ 44,000
Engineering & Design	\$ 315,000
Transdev Operations Advisor (Remibursed by Transdev - \$3,000 per week)	\$ 93,600
Other contractors for special projects	\$ 168,430
Total	\$ 963,260
	\$ -

Telecommunications - 4383

iPad data plan with Verizon (1 cell phone; 10 iPads)	\$ 8,000
The COMET cell phones (7 employees); wi-fi (Administration, Transit Center, Buses) (AT&T)	\$ 82,000
Total	\$ 90,000

Security - 4366

Columbia Police Department - 6 a.m. to 12 a.m., 363 days times \$35.00 per hour (17 hours a day + 12 hours a day)	\$ 284,115
City Center Partnership- Yellow Shirt Ambassador	\$ 50,000
Richland County Sheriff - 6 a.m. to 6 p.m., 363 days times \$45.00 per hour (12 hours a day)	\$ 196,020
West Columbia Police Department - 9 a.m. to 6 p.m., 104 days \$42.00 per hour (9 hours a day, two days a week)	\$ -
Cayce Police Department - 9 a.m. to 6 p.m., 104 days \$42.50 per hours (3 hours a day, four days a week)	\$ 79,560
Total	\$ 609,695

Central Midlands Regional Transit Authority						
FY 2020 Midyear Budget Review						
@ December 31, 2019						
<i>Expenses:</i>	<i>Actual YTD</i>	<i>Budgeted YTD</i>	<i>Variance YTD</i>	<i>Annual Budgeted Amount</i>	<i>\$ of Budget remaining</i>	<i>% of Budget Remaining</i>
Administrative						
Salaries (Staff/Intern) & Other Paid Wages	384,006	446,043	62,038	892,087	508,081	43%
SC Retirement: ER	56,687	69,405	12,718	138,809	82,122	41%
FICA & Medicare	26,363	34,122	7,760	68,245	41,882	39%
Health Insurance: ER	23,043	31,565	8,522	63,129	40,086	37%
SC Unemployment	940	3,250	2,310	6,500	5,560	14%
Workers Comp	1,123	600	(523)	1,200	77	94%
Dues/Subscriptions/Memberships	7,634	18,000	10,366	36,000	28,366	21%
Tuition Reimbursement	-	21,000	21,000	42,000	42,000	0%
Marketing/Advertising/Promotional Material	100,409	128,000	27,591	256,000	155,591	39%
Office Supplies & Other Related Expense	3,275	6,000	2,725	12,000	8,725	27%
Charitable Donations (Passes ONLY)	800	3,600	2,800	7,200	6,400	11%
Postage & Shipping	5,975	2,750	(3,225)	5,500	(475)	109%
Printing	87,208	42,500	(44,708)	85,000	(2,208)	103%
Board/Committee	1,947	5,000	3,053	10,000	8,053	19%
Transit Academy	-	750	750	1,500	1,500	0%
Tickets & Transfers	26,841	15,000	(11,841)	30,000	3,159	89%
Office Equipment - Lease & Rental	11,076	19,000	7,924	38,000	26,924	29%
Admin Misc: Fines, Taxes, etc.	12,692	19,500	6,808	39,000	26,308	33%
Banking Fees	17,282	12,500	(4,782)	25,000	7,718	69%
Payroll Processing Fees	891	1,250	359	2,500	1,609	36%
Federal Expense: Staff Training & Development	37,013	35,000	(2,013)	70,000	32,987	53%
Total Administrative	805,203	914,835	109,631	1,829,670	1,024,466	

Central Midlands Regional Transit Authority						
FY 2020 Midyear Budget Review						
@ December 31, 2019						
Operations & Maintenance						
Contractor-Fixed Route	6,229,657	5,736,687	(492,970)	11,473,375	5,243,718	54%
Contractor-DART	1,486,355	1,693,081	206,726	3,386,162	1,899,807	44%
Contractor-Spcl Svc/Svc Enhancements	39,291	135,000	95,709	270,000	230,709	15%
Propane Fuel	343,162	450,000	106,838	900,000	556,838	38%
Diesel & Vehicle Fuel	510,433	500,000	(10,433)	1,000,000	489,567	51%
Facility Related Repairs & Maintenance Expense	193,118	500,000	306,882	1,000,000	806,882	19%
Federal Expense: ADP Software ACQ & Maint	104,178	50,000	(54,178)	100,000	(4,178)	104%
Federal Expense: ADP Hardware ACQ & Maint	3,374	50,000	46,626	100,000	96,626	3%
Federal Expense: 3rd Party Contractual (Website)	800	12,500	11,700	25,000	24,200	3%
Federal Expense: APC	-	249,398	249,398	498,796	498,796	0%
Federal Expense: Safety & Security	230,716	279,679	48,963	559,358	328,642	41%
Federal Expense: Van Pool Ops	-	60,000	60,000	120,000	120,000	0%
Federal Expense: Bike Program	-	125,000	125,000	250,000	250,000	0%
Federal Expense: 5310	-	43,381	43,381	86,762	86,762	0%
Total Operations & Maintenance	9,141,084	9,884,726	743,642	19,769,453	10,628,369	
Insurance						
Insurance - Vehicle	44,333	47,500	3,167	95,000	50,667	47%
Insurance - Facility	8,460	8,855	395	17,710	9,250	48%
Insurance-Tort Liability	10,051	11,750	1,699	23,500	13,449	43%
Insurance-Officers & Directors	2,879	3,153	274	6,307	3,428	46%
Total Insurance	65,724	71,258	5,535	142,517	76,794	
Technical Services						
Professional Contract Services	596,141	236,215	(359,926)	472,430	(123,711)	126%
Fare Collection Service & Supplies	4,980	25,000	20,020	50,000	45,020	10%
Total Technical Services	601,121	261,215	(339,906)	522,430	(78,691)	
Utilities						
Natural Gas	2,157	4,800	2,643	9,600	7,443	22%
Electric	50,392	70,150	19,758	140,300	89,908	36%
Water & Sewer	15,239	17,500	2,261	35,000	19,761	44%
Telecommunications	45,493	42,050	(3,443)	84,100	38,607	54%

Central Midlands Regional Transit Authority							
FY 2020 Midyear Budget Review							
@ December 31, 2019							
Total Utilites	113,281	134,500	21,219	269,000	155,719		

Central Midlands Regional Transit Authority							
FY 2020 Midyear Budget Review							
@ December 31, 2019							
Capital Expense							
Federal Expense: Preventative Maint (PM)	337,990	-	(337,990)	-	(337,990)	#DIV/0!	
Furniture, Fixtures, & Equipment < \$5000	3,276	3,000	(276)	6,000	2,724	55%	
Federal Expense: Shelter & Accessories ACQ/Install	-	900,580	900,580	1,801,160	1,801,160	0%	
Federal Expense: Cap EX (Non PM)	436	1,018,614	1,018,178	2,037,228	2,036,792	0%	
Federal Expense: Capital (Non PM)	1,241,856	311,688	(930,167)	623,377	(618,479)	199%	
Total Capital Expense	1,583,557	2,233,883	650,326	4,467,765	2,884,208		
Depreciation Expense	1,438,526	1,400,000	(38,526)	2,800,000	1,361,474	51%	
Total Expenses	13,748,496	14,900,417	1,151,921	29,800,835	16,052,339		

Title	FY 2020 Salary	Dental (pd by EE \$15/mo)	Health Insurance EE (rates based on coverage)	SC Unemployment 3% (4166)	FICA 6.2% & Medicare 1.45% (4162)	SC Retirement (15.56% of salaries)	Workers Comp
Executive Director/CEO	159,695	180	4,836	4,791	12,217	24,849	1,200
Director of Administration & Operations/COO	91,563	180	4,836	2,747	7,005	14,247	1,200
Director of Finance/CFD	87,975	180	7,416	2,639	6,730	13,689	1,200
Financial Accountant	55,185	180	4,836	1,656	4,222	8,587	1,200
Director of Regulatory Compliance & Civil Rights Officer	87,975	180	4,836	2,639	6,730	13,689	1,200
Grants and Regional Coordination Manager	86,608	180	4,836	2,598	6,626	13,476	1,200
Transit Operations Specialist	50,441	180	-	1,513	3,859	7,849	1,200
Administrative & Customer Service Specialist*	39,000	135	5,562	1,170	2,984	6,068	1,200
Marketing & Public Information Manager*	51,512	135	3,627	1,545	3,941	8,015	1,200
Financial Office Assistant*	24,000	-	-	720	1,836	3,734	1,200
Temporary Staff & PT Interns (Whitney, Kristen)	38,000	-	-	1,140	2,907	5,913	2,400
Temporary Transit Traffic Checker**	11,000	60	1,612	330	842	1,712	1,200
Planning & Development Specialist**	21,000	60	1,612	630	1,607	3,268	1,200
Annualized totals.	803,954	1,650	44,009	24,119	61,502	125,095	16,800
Total Employees =	12 Full Time, 2 Part Time						
			46000	24118.605	61502.44275	125095.1646	16459
* represents ~ 9 months salary (EE started in Oct 2019)							
** represents ~ 3 months salary and other expenses as EE's expected to begin on or near April 2020							