






April 25, 2012

TO: GCT Board of Directors

FROM: Steve L. Rosenberg   
Director, Administrative Services

SUBJECT: Receive and File Budget Variance Status Report for the Third Quarter of FY 2011-12

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For the third quarter of FY 2011-12, representing 75% of the fiscal year, GCT's operating expenses came to 66.4% of the annual budget of \$18,037,900. Employee wages across the agency are tracking at 70.9% of budget, with Operations labor at 71.8%, Maintenance labor at 72.9% and the administrative departments at 65.1%. The February 2012 service increase and revised bus schedules are expected to weigh GCT's operator labor expenses more heavily toward the fourth quarter of the fiscal year.

The Operations Department finished the quarter at 67.2% of budget, the Maintenance Department finished the quarter at 62.7%, the Administration Department finished the quarter at 71.1% and Planning/Marketing & Paratransit finished the quarter at 64.9% (Paratransit Operations 61.4%; Planning and Marketing 75.3%).

Line items trending over budget include Legal Services, which will end the year considerably over budget as a result of protracted labor negotiations. Planning and Marketing Dept. Contract Services expense is overrun as a result of preliminary assessment reports for the new facility alternatives, and Administration Department Supplies expense is overrun as a result of transit improvement funds for bus stop upgrades; both items have been expensed and both are offset by additional federal grant revenues. Marketing expense is overrun as a result of additional costs for revised Guide-a-Ride panels; these costs are partially offset by additional grant revenue.

Fixed route passenger revenues finished the quarter at 70.8% of budget, and paratransit passenger revenues finished the year at 64.8% of budget. Fixed route fare revenues have improved each quarter and slightly exceeded budget for the third quarter. Paratransit fare revenue numbers have also improved each quarter, however ridership continues to run below forecasted levels.

Based on current and anticipated cost trends, it would be reasonable to project GCT finishing the year at 92%-94% of budget, providing members with a carryover of \$1.1-\$1.4 million.

**IT IS RECOMMENDED that the Board of Directors receive and file this budget variance status report for the third quarter of FY 2011-12.**

General Manager's Concurrence:

  
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Steven P. Brown

**Gold Coast Transit  
Operating Budget Summary  
For the Quarter Ending March 31, 2012  
(75% of the Fiscal Year)**

	Fiscal Year 2011-12 Annual Budget	Fiscal Year- To-Date Actual Figures	Budget Remaining	Percentage of Budget Utilized
<b>Revenues</b>				
Passenger Fares - Fixed Route	\$ 2,798,200	\$ 1,980,465	\$ 817,735	70.78%
Passenger Fares - Paratransit	\$ 187,000	\$ 121,138	\$ 65,862	64.78%
Passenger Fares - Local Govt - Fixed Route	\$ 370,000	\$ 277,500	\$ 92,500	75.00%
Passenger Fares - Local Govt - Paratransit	\$ 75,000	\$ 56,250	\$ 18,750	75.00%
Advertising Revenue	\$ 150,000	\$ 163,659	\$ (13,659)	109.11%
Interest	\$ 12,000	\$ 11,148	\$ 852	92.90%
Other	\$ 1,000	\$ 10,454	\$ (9,454)	1045.40%
Operating Assistance - State	\$ 190,000	\$ 54,093	\$ 135,907	28.47%
Operating Assistance - Local (TDA)	\$ 10,260,600	\$ 7,695,446	\$ 2,565,154	75.00%
Other Local	\$ -	\$ -	\$ -	----
Maintenance/ADA - Federal	\$ 2,576,100	\$ 1,382,049	\$ 1,194,051	53.65%
Planning Funds - Federal	\$ 540,000	\$ 68,200	\$ 471,800	12.63%
Federal ARRA Funds - Operations Support	\$ 50,000	\$ 50,000	\$ -	100.00%
Federal ARRA Funds - Paratransit Support	\$ 100,000	\$ 100,000	\$ -	100.00%
Federal ARRA Funds - Transit Enhancement Proj	\$ -	\$ 25,000	\$ (25,000)	----
Demo Project - Market-Valentine Shuttle	\$ 307,000	\$ 145,091	\$ 161,909	47.26%
Demo Project - Vineyard Corridor Route	\$ 271,000	\$ -	\$ 271,000	0.00%
JARC Funding - Route 19	\$ 150,000	\$ 54,770	\$ 95,230	36.51%
Other Fed Grants and Reimbursements	\$ -	\$ 35,853	\$ (35,853)	----
<b>Subtotal</b>	<b>\$ 18,037,900</b>	<b>\$ 12,231,115</b>	<b>\$ 5,806,785</b>	<b>67.81%</b>
Investment Income Special Fund Cap Impt	\$ 23,000	\$ 8,534	\$ 14,466	37.10%
Investment Income Special Fund	\$ -	\$ 3,628	\$ (3,628)	----
Depreciation Offset	\$ 3,069,871	\$ 2,260,252	\$ 809,619	73.63%
<b>Total Revenues</b>	<b>\$ 21,130,771</b>	<b>\$ 14,503,529</b>	<b>\$ 6,627,242</b>	<b>68.64%</b>
<b>Expenses, By Category</b>				
Employees	\$ 12,569,200	\$ 8,746,020	\$ 3,823,180	69.58%
Service/Supplies - Operational	\$ 4,516,800	\$ 2,529,399	\$ 1,987,401	56.00%
Service/Supplies - Support	\$ 951,900	\$ 704,893	\$ 247,007	74.05%
<b>Total Operating Expenses</b>	<b>\$ 18,037,900</b>	<b>\$ 11,980,312</b>	<b>\$ 6,057,588</b>	<b>66.42%</b>
<b>Expenses, By Department</b>				
Fixed Route	\$ 9,802,000	\$ 6,589,559	\$ 3,212,441	67.23%
Maintenance	\$ 3,141,200	\$ 1,968,470	\$ 1,172,730	62.67%
Administration	\$ 1,849,200	\$ 1,315,016	\$ 534,184	71.11%
Planning and Marketing/Paratransit	\$ 3,245,500	\$ 2,107,267	\$ 1,138,233	64.93%
<b>Depreciation</b>				
Fixed Route	\$ 1,794,666	\$ 1,345,999	\$ 448,667	75.00%
Paratransit	\$ 576,683	\$ 429,513	\$ 147,170	74.48%
Maintenance	\$ 140,474	\$ 87,350	\$ 53,124	62.18%
Administration	\$ 558,048	\$ 397,390	\$ 160,658	71.21%
Total Depreciation	\$ 3,069,871	\$ 2,260,252	\$ 809,619	73.63%
<b>Total Expenses and Depreciation</b>	<b>\$ 21,107,771</b>	<b>\$ 14,240,564</b>	<b>\$ 6,867,207</b>	<b>67.47%</b>
<b>Excess or (Deficit)</b>	<b>\$ 23,000</b>	<b>\$ 262,965</b>	<b>\$ (239,965)</b>	
<b>Farebox Recovery Ratio</b>	<b>19.0%</b>	<b>20.3%</b>		
Fixed Route FRR	20.3%	21.5%		
Paratransit FRR	10.8%	11.9%		

**Gold Coast Transit**  
**Operating Budget - Detailed Expense Rollup**  
**For the Quarter Ending March 31, 2012**  
**(75% of the Fiscal Year)**

	Fiscal Year To-Date Annual Budget	Fiscal Year- To-Date Actual Figures	Budget Remaining	Percentage of Budget Utilized
<b>Employees</b>				
Salaries	\$ 8,317,200	\$ 5,893,367	\$ 2,423,833	70.86%
Health Benefits	\$ 1,370,800	\$ 938,638	\$ 432,162	68.47%
Retirement	\$ 1,715,500	\$ 1,209,517	\$ 505,983	70.51%
Other Benefits	\$ 236,200	\$ 129,769	\$ 106,431	54.94%
Worker's Comp Insurance	\$ 748,000	\$ 489,817	\$ 258,183	65.48%
Safety Program	\$ 71,000	\$ 36,932	\$ 34,068	52.02%
Medical Exams	\$ 37,900	\$ 21,803	\$ 16,097	57.53%
Contract Services	\$ 11,000	\$ 12,064	\$ (1,064)	109.68%
Uniforms	\$ 61,600	\$ 14,112	\$ 47,488	22.91%
<b>SUBTOTAL</b>	<b>\$ 12,569,200</b>	<b>\$ 8,746,020</b>	<b>\$ 3,823,180</b>	<b>69.58%</b>
<b>Service/Supplies - Operational</b>				
ADA Paratransit Services	\$ 2,218,200	\$ 1,362,297	\$ 855,903	61.41%
CNG Fuel Station	\$ 170,000	\$ 37,607	\$ 132,393	22.12%
Contract Repair	\$ 350,000	\$ 153,025	\$ 196,975	43.72%
Contract Services	\$ 98,500	\$ 84,141	\$ 14,359	85.42%
Fuels and Lubricants	\$ 702,400	\$ 252,657	\$ 449,743	35.97%
Maintenance Agreements	\$ 10,000	\$ 9,060	\$ 940	90.60%
Marketing	\$ 42,000	\$ 68,014	\$ (26,014)	161.94%
OTC Facilities	\$ 11,500	\$ 7,973	\$ 3,527	69.33%
Repair Parts	\$ 583,000	\$ 348,734	\$ 234,267	59.82%
Schedules/Marketing	\$ 50,000	\$ 46,174	\$ 3,826	92.35%
Supplies	\$ 131,200	\$ 86,887	\$ 44,313	66.22%
Tires	\$ 150,000	\$ 75,007	\$ 74,993	50.00%
Warranty Recovery	\$ 0	\$ (2,176)	\$ 2,176	N/A
<b>SUBTOTAL</b>	<b>\$ 4,516,800</b>	<b>\$ 2,529,399</b>	<b>\$ 1,987,401</b>	<b>56.00%</b>
<b>Service/Supplies - Support</b>				
Audit	\$ 22,000	\$ 11,441	\$ 10,559	52.00%
Contract Services	\$ 60,000	\$ 36,653	\$ 23,347	61.09%
Dues	\$ 43,000	\$ 31,489	\$ 11,511	73.23%
Insurance	\$ 473,300	\$ 340,817	\$ 132,483	72.01%
Legal	\$ 73,000	\$ 85,961	\$ (12,961)	117.76%
Officers and Directors Expense	\$ 40,000	\$ 29,054	\$ 10,946	72.63%
Supplies	\$ 70,100	\$ 66,594	\$ 3,506	95.00%
Telephone/Utilities	\$ 170,500	\$ 102,885	\$ 67,615	60.34%
<b>SUBTOTAL</b>	<b>\$ 951,900</b>	<b>\$ 704,893</b>	<b>\$ 247,007</b>	<b>74.05%</b>
<b>Total Operating Expenses</b>	<b>\$ 18,037,900</b>	<b>\$ 11,980,312</b>	<b>\$ 6,057,588</b>	<b>66.42%</b>
Total Depreciation	\$ 3,069,871	\$ 2,260,252	\$ 809,619	73.63%

**Gold Coast Transit**  
**Operating Budget - Detail by Department**  
**For the Quarter Ending March 31, 2012**  
**(75% of the Fiscal Year)**

	<b>Fiscal Year 2011-12 Annual Budget</b>	<b>Fiscal Year- To-Date Actual Figures</b>	<b>Budget Remaining</b>	<b>Percentage of Budget Utilized</b>
<b>FIXED ROUTE</b>				
Salaries	\$ 5,864,400	\$ 4,209,075	\$ 1,655,325	71.77%
Health Benefits	\$ 1,041,400	\$ 700,012	\$ 341,388	67.22%
Worker's Comp Insurance	\$ 652,400	\$ 423,023	\$ 229,377	64.84%
Retirement	\$ 1,217,200	\$ 853,947	\$ 363,253	70.16%
Other Benefits	\$ 143,600	\$ 74,876	\$ 68,724	52.14%
Uniforms	\$ 48,000	\$ 5,171	\$ 42,829	10.77%
Medical Exams	\$ 31,000	\$ 18,196	\$ 12,804	58.70%
Safety Programs	\$ 12,500	\$ 5,513	\$ 6,987	44.11%
Fuels and Lubricants	\$ 598,500	\$ 202,645	\$ 395,855	33.86%
Tires	\$ 80,000	\$ 23,781	\$ 56,219	29.73%
Supplies	\$ 10,000	\$ 7,556	\$ 2,444	75.56%
Maintenance Agreements	\$ 10,000	\$ 9,060	\$ 940	90.60%
Telephone/Utilities	\$ 93,000	\$ 56,705	\$ 36,295	60.97%
<b>Total Fixed Route</b>	<b>\$ 9,802,000</b>	<b>\$ 6,589,559</b>	<b>\$ 3,212,441</b>	<b>67.23%</b>
<b>MAINTENANCE</b>				
Salaries	\$ 1,124,100	\$ 819,054	\$ 305,046	72.86%
Worker's Comp Insurance	\$ 85,400	\$ 61,720	\$ 23,680	72.27%
Retirement	\$ 242,000	\$ 174,484	\$ 67,516	72.10%
Other Benefits	\$ 41,000	\$ 20,638	\$ 20,362	50.34%
Medical Exams	\$ 5,700	\$ 2,770	\$ 2,930	48.60%
Safety Programs	\$ 14,500	\$ 2,576	\$ 11,924	17.77%
Fuels and Lubricants	\$ 31,000	\$ 16,586	\$ 14,414	53.50%
Tires	\$ 70,000	\$ 51,226	\$ 18,774	73.18%
Repair Parts	\$ 583,000	\$ 348,734	\$ 234,267	59.82%
CNG Fuel Station	\$ 170,000	\$ 37,607	\$ 132,393	22.12%
Contract Repair	\$ 350,000	\$ 153,025	\$ 196,975	43.72%
Supplies	\$ 119,200	\$ 73,604	\$ 45,596	61.75%
Telephone/Utilities	\$ 52,200	\$ 30,019	\$ 22,182	57.51%
Contract Services	\$ 60,000	\$ 36,653	\$ 23,347	61.09%
Warranty Recovery	\$ 0	\$ (2,176)	\$ 2,176	N/A
<b>Total Maintenance</b>	<b>\$ 3,141,200</b>	<b>\$ 1,968,470</b>	<b>\$ 1,172,730</b>	<b>62.67%</b>

**Gold Coast Transit**  
**Operating Budget - Detail by Department**  
**For the Quarter Ending March 31, 2012**  
**(75% of the Fiscal Year)**

	<b>Fiscal Year 2011-12 Annual Budget</b>	<b>Fiscal Year- To-Date Actual Figures</b>	<b>Budget Remaining</b>	<b>Percentage of Budget Utilized</b>
<b>ADMINISTRATION</b>				
Salaries	\$ 718,700	\$ 489,474	\$ 229,226	68.11%
Health Benefits	\$ 81,400	\$ 59,617	\$ 21,783	73.24%
Worker's Comp Insurance	\$ 5,500	\$ 2,918	\$ 2,582	53.05%
Retirement	\$ 145,400	\$ 107,094	\$ 38,306	73.65%
Other Benefits	\$ 34,900	\$ 24,652	\$ 10,248	70.63%
Uniforms	\$ 0	\$ -	\$ 0	0.00%
Medical Exams	\$ 600	\$ 561	\$ 39	93.42%
Safety Programs	\$ 37,000	\$ 21,802	\$ 15,198	58.92%
Telephone/Utilities	\$ 23,300	\$ 14,279	\$ 9,021	61.29%
Insurance	\$ 473,300	\$ 340,817	\$ 132,483	72.01%
Contract Services	\$ 81,000	\$ 29,470	\$ 51,530	36.38%
Supplies	\$ 70,100	\$ 66,387	\$ 3,713	94.70%
Legal	\$ 73,000	\$ 85,961	\$ (12,961)	117.76%
Audit	\$ 22,000	\$ 11,441	\$ 10,559	52.00%
Officers and Directors Expense	\$ 40,000	\$ 29,054	\$ 10,946	72.63%
Dues	\$ 43,000	\$ 31,489	\$ 11,511	73.23%
<b>Total Administration</b>	<b>\$ 1,849,200</b>	<b>\$ 1,315,016</b>	<b>\$ 534,184</b>	<b>71.11%</b>
<b>PARATRANSIT / PLANNING AND MARKETING</b>				
Salaries	\$ 610,000	\$ 375,765	\$ 234,235	61.60%
Health Benefits	\$ 68,500	\$ 45,997	\$ 22,503	67.15%
Worker's Comp Insurance	\$ 4,700	\$ 2,157	\$ 2,543	45.89%
Retirement	\$ 110,900	\$ 73,993	\$ 36,907	66.72%
Other Benefits	\$ 16,700	\$ 9,604	\$ 7,096	57.51%
Medical Exams	\$ 600	\$ 277	\$ 323	46.21%
Safety Program	\$ 7,000	\$ 7,041	\$ (41)	100.59%
Tickets/Schedules	\$ 50,000	\$ 46,174	\$ 3,826	92.35%
Marketing	\$ 42,000	\$ 68,014	\$ (26,014)	161.94%
Supplies	\$ 2,000	\$ 5,934	\$ (3,934)	296.68%
Contract Services	\$ 28,500	\$ 66,735	\$ (38,235)	234.16%
Telephone/Utilities	\$ 2,000	\$ 1,882	\$ 118	94.08%
OTC Facilities	\$ 11,500	\$ 7,973	\$ 3,527	69.33%
ADA Paratransit Services	\$ 2,218,200	\$ 1,362,297	\$ 855,903	61.41%
Paratransit Fuel	\$ 72,900	\$ 33,426	\$ 39,474	45.85%
<b>Total Paratransit / Planning &amp; Marketing</b>	<b>\$ 3,245,500</b>	<b>\$ 2,107,267</b>	<b>\$ 1,138,233</b>	<b>64.93%</b>

**Gold Coast Transit**  
**Operating Budget - Detail by Department**  
**For the Quarter Ending March 31, 2012**  
**(75% of the Fiscal Year)**

	<b>Fiscal Year 2011-12 Annual Budget</b>	<b>Fiscal Year- To-Date Actual Figures</b>	<b>Budget Remaining</b>	<b>Percentage of Budget Utilized</b>
<b>DEPRECIATION</b>				
Building	\$ 479,827	\$ 366,332	\$ 113,495	76.35%
Revenue Vehicles	\$ 1,794,666	\$ 1,345,999	\$ 448,667	75.00%
Other Vehicles	\$ 86,588	\$ 60,568	\$ 26,020	69.95%
Maintenance Shop Equipment	\$ 6,750	\$ -	\$ 6,750	0.00%
Office Equipment	\$ 76,467	\$ 28,210	\$ 48,257	36.89%
Other Equipment	\$ 47,136	\$ 26,782	\$ 20,354	56.82%
OTC Leasehold Improvements	\$ 1,754	\$ 1,754	\$ 0	99.99%
Intangible Assets	\$ -	\$ 1,094	\$ (1,094)	N/A
Paratransit Revenue Vehicles	\$ 555,062	\$ 416,297	\$ 138,765	75.00%
Paratransit Office Equipment	\$ 8,318	\$ 3,613	\$ 4,705	43.44%
Paratransit Other Equipment	\$ 13,303	\$ 9,603	\$ 3,700	72.18%
<b>Total Depreciation</b>	<b>\$ 3,069,871</b>	<b>\$ 2,260,252</b>	<b>\$ 809,619</b>	<b>73.63%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 21,107,771</b>	<b>\$ 14,240,564</b>	<b>\$ 6,867,207</b>	<b>67.47%</b>