






November 5, 2012

TO: GCT Board of Directors

FROM: Steve L. Rosenberg   
Director, Administrative Services

SUBJECT: Receive and File Budget Variance Status Report for the First Quarter  
of FY 2012-13

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For the first quarter of FY 2012-13, representing 25% of the fiscal year, GCT's operating expenses came to 20.7% of the annual budget of \$19,508,700. Employee wages across the agency are tracking at 20.8% of budget, with Operations labor at 21%, Maintenance labor at 17.4% and the administrative departments at 23.2%. Overall, the Operations Department finished the quarter at 20.5% of budget, the Maintenance Department finished the quarter at 16.5%, the Administration Department finished the quarter at 23.6% and Planning/Marketing & Paratransit finished the quarter at 24.2% (Paratransit Operations 23.4%; Planning and Marketing 26.7%).

Line items trending over budget for the first quarter include cyclical expenses which are typically weighted to the first quarter, such as dues and publications, audit expense and tickets and schedules expense. Other line items trending somewhat over budget include Contract Services and Supplies. Administration Contract Services expense is trending slightly over as the result of start-up costs for GCT's management training and team building project. Planning and Marketing Contract Services expense is trending over budget as the result of higher-than-expected costs to update GCT's guide-a-ride panels throughout the system, as well as consulting costs associated with facilitating GCT's strategic planning process and preparing grant proposals. Supplies expense is trending over budget as the result of large purchases to replace GCT's primary computer servers and for software for use in transit supervisor vehicles; these expenses were offset by additional grant revenues.

Fixed route passenger revenues finished the quarter at 21.4% of budget, and paratransit passenger revenues finished the year at 25.4% of budget. Fixed route fare revenues are somewhat variable and are typically under 25% for the first quarter of the fiscal year; YTD fixed route boardings are at 24.4% of the budget premise. Paratransit boardings (24.6%) and fare revenues (25.4%) are tracking close to budget and the budget premise.

Receive and File Budget Variance Status Report for the First Quarter of FY 2012-13

General Manager's Concurrence:

  
\_\_\_\_\_  
Steven P. Brown

**Gold Coast Transit  
Operating Budget Summary  
For the Quarter Ending September 30, 2012  
(25% of the Fiscal Year)**

	<b>Fiscal Year 2012-13 Annual Budget</b>	<b>Fiscal Year- To-Date Actual Figures</b>	<b>Budget Remaining</b>	<b>Percentage of Budget Utilized</b>
<b>Revenues</b>				
Passenger Fares - Fixed Route	\$ 2,845,700	\$ 608,468	\$ 2,237,232	21.38%
Passenger Fares - Paratransit	\$ 155,800	\$ 39,598	\$ 116,202	25.42%
Passenger Fares - Local Govt - Fixed Route	\$ 440,000	\$ 110,001	\$ 329,999	25.00%
Passenger Fares - Local Govt - Paratransit	\$ 80,000	\$ 19,999	\$ 60,001	25.00%
Advertising Revenue	\$ 180,000	\$ 52,406	\$ 127,594	29.11%
Interest	\$ 12,000	\$ 1,805	\$ 10,195	15.04%
Other	\$ 1,000	\$ 938	\$ 62	93.75%
Operating Assistance - State	\$ 220,000	\$ 48,706	\$ 171,294	22.14%
Operating Assistance - Local (TDA)	\$ 11,278,800	\$ 2,819,699	\$ 8,459,101	25.00%
Other Local	\$ -	\$ -	\$ -	----
Maintenance/ADA - Federal	\$ 2,830,900	\$ -	\$ 2,830,900	0.00%
Planning Funds - Federal	\$ 630,000	\$ -	\$ 630,000	0.00%
Federal ARRA Funds - Transit Enhancement Proje	\$ -	\$ -	\$ -	----
Demo Project - Market-Valentine Shuttle	\$ -	\$ -	\$ -	----
Demo Project - Vineyard Corridor Route	\$ 558,200	\$ -	\$ 558,200	0.00%
JARC Funding - Route 19	\$ 276,300	\$ -	\$ 276,300	0.00%
Other Fed Grants and Reimbursements	\$ -	\$ 14,744	\$ (14,744)	----
<b>Subtotal</b>	<b>\$ 19,508,700</b>	<b>\$ 3,720,354</b>	<b>\$ 15,788,346</b>	<b>19.07%</b>
Investment Income Special Fund Cap Impt	\$ 23,000	\$ 0	\$ 23,000	0.00%
Investment Income Special Fund	\$ -	\$ 1,790	\$ (1,790)	----
Depreciation Offset	\$ 2,940,839	\$ 756,077	\$ 2,184,762	25.71%
<b>Total Revenues</b>	<b>\$ 22,472,539</b>	<b>\$ 4,478,221</b>	<b>\$ 17,994,318</b>	<b>19.93%</b>
<b>Expenses, By Category</b>				
Employees	\$ 13,867,000	\$ 2,912,320	\$ 10,954,680	21.00%
Service/Supplies - Operational	\$ 4,622,600	\$ 887,700	\$ 3,734,900	19.20%
Service/Supplies - Support	\$ 1,019,100	\$ 240,392	\$ 778,708	23.59%
<b>Total Operating Expenses</b>	<b>\$ 19,508,700</b>	<b>\$ 4,040,411</b>	<b>\$ 15,468,289</b>	<b>20.71%</b>
<b>Expenses, By Department</b>				
Fixed Route	\$ 10,977,100	\$ 2,249,539	\$ 8,727,561	20.49%
Maintenance	\$ 3,386,200	\$ 557,886	\$ 2,828,314	16.48%
Administration	\$ 2,019,400	\$ 475,810	\$ 1,543,590	23.56%
Planning and Marketing/Paratransit	\$ 3,126,000	\$ 757,177	\$ 2,368,823	24.22%
	<b>\$ 19,508,700</b>	<b>\$ 4,040,411</b>	<b>\$ 15,468,289</b>	<b>20.71%</b>
<b>Depreciation</b>				
Fixed Route	\$ 1,794,665	\$ 448,937	\$ 1,345,728	25.02%
Paratransit	\$ 423,968	\$ 143,171	\$ 280,797	33.77%
Maintenance	\$ 164,928	\$ 28,880	\$ 136,048	17.51%
Administration	\$ 557,278	\$ 135,089	\$ 422,189	24.24%
Total Depreciation	<b>\$ 2,940,839</b>	<b>\$ 756,077</b>	<b>\$ 2,184,762</b>	<b>25.71%</b>
<b>Total Expenses and Depreciation</b>	<b>\$ 22,449,539</b>	<b>\$ 4,796,488</b>	<b>\$ 17,653,051</b>	<b>21.37%</b>
<b>Excess or (Deficit)</b>	<b>\$ 23,000</b>	<b>\$ (318,267)</b>	<b>\$ 341,267</b>	
<b>Farebox Recovery Ratio</b>	<b>19.0%</b>	<b>20.6%</b>		
Fixed Route FRR	20.2%	22.0%		
Paratransit FRR	10.2%	11.0%		

**Gold Coast Transit**  
**Operating Budget - Detailed Expense Rollup**  
**For the Quarter Ending September 30, 2012**  
**(25% of the Fiscal Year)**

	<b>Fiscal Year To-Date Annual Budget</b>	<b>Fiscal Year- To-Date Actual Figures</b>	<b>Budget Remaining</b>	<b>Percentage of Budget Utilized</b>
<b>Employees</b>				
Salaries	\$ 9,251,400	\$ 1,927,192	\$ 7,324,208	20.83%
Health Benefits	\$ 1,444,100	\$ 339,196	\$ 1,104,904	23.49%
Retirement	\$ 1,891,100	\$ 407,853	\$ 1,483,247	21.57%
Other Benefits	\$ 277,800	\$ 32,698	\$ 245,102	11.77%
Worker's Comp Insurance	\$ 800,000	\$ 178,896	\$ 621,104	22.36%
Safety Program	\$ 82,000	\$ 2,788	\$ 79,212	3.40%
Medical Exams	\$ 38,900	\$ 5,329	\$ 33,571	13.70%
Contract Services	\$ 18,000	\$ 13,231	\$ 4,769	73.51%
Uniforms	\$ 63,700	\$ 5,137	\$ 58,563	8.06%
<b>SUBTOTAL</b>	<b>\$ 13,867,000</b>	<b>\$ 2,912,320</b>	<b>\$ 10,954,680</b>	<b>21.00%</b>
<b>Service/Supplies - Operational</b>				
ADA Paratransit Services	\$ 2,090,700	\$ 488,660	\$ 1,602,040	23.37%
CNG Fuel Station	\$ 170,000	\$ 21,620	\$ 148,380	12.72%
Contract Repair	\$ 350,000	\$ 25,271	\$ 324,729	7.22%
Contract Services	\$ 134,500	\$ 56,035	\$ 78,465	41.66%
Fuels and Lubricants	\$ 858,600	\$ 120,469	\$ 738,131	14.03%
Maintenance Agreements	\$ 14,000	\$ 2,255	\$ 11,745	16.11%
Marketing	\$ 44,000	\$ 3,672	\$ 40,328	8.35%
OTC Facilities	\$ 11,500	\$ 2,658	\$ 8,842	23.11%
Repair Parts	\$ 600,000	\$ 98,091	\$ 501,909	16.35%
Schedules/Marketing	\$ 57,000	\$ 19,607	\$ 37,393	34.40%
Supplies	\$ 137,300	\$ 27,972	\$ 109,328	20.37%
Tires	\$ 155,000	\$ 21,390	\$ 133,610	13.80%
Warranty Recovery	\$ 0	\$ -	\$ 0	N/A
<b>SUBTOTAL</b>	<b>\$ 4,622,600</b>	<b>\$ 887,700</b>	<b>\$ 3,734,900</b>	<b>19.20%</b>
<b>Service/Supplies - Support</b>				
Audit	\$ 23,000	\$ 9,522	\$ 13,478	41.40%
Contract Services	\$ 60,000	\$ 8,147	\$ 51,853	13.58%
Dues	\$ 44,000	\$ 21,386	\$ 22,614	48.60%
Insurance	\$ 513,000	\$ 126,029	\$ 386,971	24.57%
Legal Services	\$ 93,000	\$ 4,411	\$ 88,589	4.74%
Officers and Directors Expense	\$ 36,000	\$ 3,679	\$ 32,321	10.22%
Supplies	\$ 74,000	\$ 23,701	\$ 50,299	32.03%
Telephone/Utilities	\$ 176,100	\$ 43,517	\$ 132,583	24.71%
<b>SUBTOTAL</b>	<b>\$ 1,019,100</b>	<b>\$ 240,392</b>	<b>\$ 778,708</b>	<b>23.59%</b>
<b>Total Operating Expenses</b>	<b>\$ 19,508,700</b>	<b>\$ 4,040,411</b>	<b>\$ 15,468,289</b>	<b>20.71%</b>
Total Depreciation	\$ 2,940,839	\$ 756,077	\$ 2,184,762	25.71%

**Gold Coast Transit**  
**Operating Budget - Detail by Department**  
**For the Quarter Ending September 30, 2012**  
**(25% of the Fiscal Year)**

	<b>Fiscal Year 2012-13 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	\$ 6,622,300	\$ 1,393,458	\$ 5,228,842	21.04%
Health Benefits	\$ 1,078,000	\$ 249,041	\$ 828,959	23.10%
Worker's Comp Insurance	\$ 698,600	\$ 156,194	\$ 542,406	22.36%
Retirement	\$ 1,353,800	\$ 294,735	\$ 1,059,065	21.77%
Other Benefits	\$ 183,300	\$ 19,208	\$ 164,092	10.48%
Uniforms	\$ 49,000	\$ 941	\$ 48,059	1.92%
Medical Exams	\$ 31,500	\$ 4,550	\$ 26,950	14.45%
Safety Programs	\$ 14,000	\$ 748	\$ 13,252	5.34%
Fuels and Lubricants	\$ 745,000	\$ 99,859	\$ 645,141	13.40%
Tires	\$ 80,000	\$ 2,852	\$ 77,148	3.56%
Supplies	\$ 10,000	\$ 847	\$ 9,153	8.47%
Maintenance Agreements	\$ 14,000	\$ 2,255	\$ 11,745	16.11%
Telephone/Utilities	\$ 97,600	\$ 24,851	\$ 72,749	25.46%
<b>Total Fixed Route</b>	<b>\$ 10,977,100</b>	<b>\$ 2,249,539</b>	<b>\$ 8,727,561</b>	<b>20.49%</b>
<b>MAINTENANCE</b>				
Salaries	\$ 1,287,200	\$ 223,134	\$ 1,064,066	17.33%
Health Benefits	\$ 198,000	\$ 45,171	\$ 152,829	22.81%
Worker's Comp Insurance	\$ 91,900	\$ 20,555	\$ 71,345	22.37%
Retirement	\$ 264,500	\$ 47,632	\$ 216,868	18.01%
Other Benefits	\$ 42,900	\$ 2,513	\$ 40,387	5.86%
Uniforms	\$ 14,700	\$ 3,501	\$ 11,199	23.81%
Medical Exams	\$ 6,000	\$ 500	\$ 5,500	8.34%
Safety Programs	\$ 14,500	\$ -	\$ 14,500	0.00%
Fuels and Lubricants	\$ 34,000	\$ 4,003	\$ 29,997	11.77%
Tires	\$ 75,000	\$ 18,538	\$ 56,462	24.72%
Repair Parts	\$ 600,000	\$ 98,091	\$ 501,909	16.35%
CNG Fuel Station	\$ 170,000	\$ 21,620	\$ 148,380	12.72%
Contract Repair	\$ 350,000	\$ 25,271	\$ 324,729	7.22%
Supplies	\$ 125,300	\$ 26,800	\$ 98,500	21.39%
Telephone/Utilities	\$ 52,200	\$ 12,409	\$ 39,791	23.77%
Contract Services	\$ 60,000	\$ 8,147	\$ 51,853	13.58%
Warranty Recovery	\$ 0	\$ -	\$ 0	N/A
<b>Total Maintenance</b>	<b>\$ 3,386,200</b>	<b>\$ 557,886</b>	<b>\$ 2,828,314</b>	<b>16.48%</b>

**Gold Coast Transit**  
**Operating Budget - Detail by Department**  
**For the Quarter Ending September 30, 2012**  
**(25% of the Fiscal Year)**

	<b>Fiscal Year 2012-13 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	\$ 771,600	\$ 178,965	\$ 592,635	23.19%
Health Benefits	\$ 103,100	\$ 27,588	\$ 75,512	26.76%
Worker's Comp Insurance	\$ 5,500	\$ 1,234	\$ 4,266	22.44%
Retirement	\$ 162,700	\$ 38,313	\$ 124,387	23.55%
Other Benefits	\$ 37,900	\$ 7,795	\$ 30,105	20.57%
Uniforms	\$ 0	\$ 229	\$ (229)	N/A
Medical Exams	\$ 800	\$ 202	\$ 598	25.31%
Safety Programs	\$ 43,500	\$ 2,040	\$ 41,460	4.69%
Telephone/Utilities	\$ 23,300	\$ 5,605	\$ 17,695	24.06%
Insurance	\$ 513,000	\$ 126,029	\$ 386,971	24.57%
Contract Services	\$ 88,000	\$ 25,111	\$ 62,889	28.54%
Supplies	\$ 74,000	\$ 23,701	\$ 50,299	32.03%
Legal Services	\$ 93,000	\$ 4,411	\$ 88,589	4.74%
Audit	\$ 23,000	\$ 9,522	\$ 13,478	41.40%
Officers and Directors Expense	\$ 36,000	\$ 3,679	\$ 32,321	10.22%
Dues	\$ 44,000	\$ 21,386	\$ 22,614	48.60%
<b>Total Administration</b>	<b>\$ 2,019,400</b>	<b>\$ 475,810</b>	<b>\$ 1,543,590</b>	<b>23.56%</b>
<b>PARATRANSIT / PLANNING AND MARKETING</b>				
Salaries	\$ 570,300	\$ 131,635	\$ 438,665	23.08%
Health Benefits	\$ 65,000	\$ 17,396	\$ 47,604	26.76%
Worker's Comp Insurance	\$ 4,000	\$ 912	\$ 3,088	22.81%
Retirement	\$ 110,100	\$ 27,173	\$ 82,927	24.68%
Uniforms	\$ 0	\$ 466	\$ (466)	N/A
Other Benefits	\$ 13,700	\$ 3,182	\$ 10,518	23.22%
Medical Exams	\$ 600	\$ 76	\$ 524	12.65%
Safety Program	\$ 10,000	\$ -	\$ 10,000	0.00%
Tickets/Schedules	\$ 57,000	\$ 19,607	\$ 37,393	34.40%
Marketing	\$ 44,000	\$ 3,672	\$ 40,328	8.35%
Supplies	\$ 2,000	\$ 325	\$ 1,675	16.25%
Contract Services	\$ 64,500	\$ 44,156	\$ 20,344	68.46%
Telephone/Utilities	\$ 3,000	\$ 653	\$ 2,347	21.77%
OTC Facilities	\$ 11,500	\$ 2,658	\$ 8,842	23.11%
ADA Paratransit Services	\$ 2,090,700	\$ 488,660	\$ 1,602,040	23.37%
Paratransit Fuel	\$ 79,600	\$ 16,607	\$ 62,993	20.86%
<b>Total Paratransit / Planning &amp; Marketing</b>	<b>\$ 3,126,000</b>	<b>\$ 757,177</b>	<b>\$ 2,368,823</b>	<b>24.22%</b>

**Gold Coast Transit  
Operating Budget - Detail by Department  
For the Quarter Ending September 30, 2012  
(25% of the Fiscal Year)**

	<b>Fiscal Year 2012-13 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	\$ 478,960	\$ 125,406	\$ 353,554	26.18%
Revenue Vehicles	\$ 1,794,665	\$ 448,937	\$ 1,345,728	25.02%
Other Vehicles	\$ 73,511	\$ 17,021	\$ 56,490	23.15%
Maintenance Shop Equipment	\$ 25,700	\$ 2,931	\$ 22,769	11.41%
Office Equipment	\$ 65,184	\$ 6,400	\$ 58,784	9.82%
Other Equipment	\$ 65,717	\$ 8,927	\$ 56,790	13.58%
Intangible Assets	\$ 13,134	\$ 3,283	\$ 9,851	25.00%
Paratransit Revenue Vehicles	\$ 401,972	\$ 138,766	\$ 263,206	34.52%
Paratransit Office Equipment	\$ 9,193	\$ 1,204	\$ 7,989	13.10%
Paratransit Other Equipment	\$ 12,803	\$ 3,201	\$ 9,602	25.00%
<b>Total Depreciation</b>	<b>\$ 2,940,839</b>	<b>\$ 756,077</b>	<b>\$ 2,184,762</b>	<b>25.71%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 22,449,539</b>	<b>\$ 4,796,488</b>	<b>\$ 17,653,051</b>	<b>21.37%</b>