



## **BUDGET AND FINANCIAL PLAN**

**2012-13 FISCAL YEAR**

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June 6, 2012



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## **GUIDE TO THE BUDGET AND FINANCIAL PLAN**

The Gold Coast Transit (GCT) Budget and Financial Plan for FY 2012-13 presents the agency's financial and program plan in a single document for easy reference. It describes the services provided by GCT and presents historical and anticipated costs of each function.

### **Budget Message and Summary**

This section summarizes the budgetary guidelines, highlights, fund structure, significant financial issues, the budget basis and process.

### **Expenditures**

This section summarizes the expenditures in a historical and anticipated level. Included are the staffing levels of GCT.

### **Capital Improvements**

This section summarizes the approved and proposed capital program. Included is the depreciation for the capital equipment.

### **Operating Revenue**

This section summarizes the operating revenue. Included are local fund contributions from GCT member governments, federal grants, state funds and farebox revenue and recovery.

### **Appendix**

Detailed information is provided on the annual expenditures as summarized in the Expenditure section. A glossary of terms is also provided.

## **FY 12-13 BUDGET AND FINANCIAL PLAN**

### **GOLD COAST TRANSIT MISSION STATEMENT**

GCT's Board of Directors in 2009 adopted the following mission statement, providing a clear, concise strategic direction for the organization:

***GCT's mission is to provide safe, responsive, convenient, efficient, and environmentally responsible public transportation that serves the diverse needs of our community.***

### **BOARD OF DIRECTORS**

#### **City of Ojai**

Councilmember Carol Smith  
Director

Councilmember Carlon Strobel  
Alternate

#### **City of Oxnard**

Councilman Bryan A.  
MacDonald - Chair

Councilmember Carmen  
Ramirez - Alternate

#### **City of Port Hueneme**

Councilmember Jonathan  
Sharkey – Director

Councilmember Sylvia Muñoz  
Schnopp - Alternate

#### **City of Ventura**

Councilmember Carl E. Morehouse  
Director

Councilmember Brian Brennan  
Alternate

#### **County of Ventura**

Supervisor John C. Zaragoza  
Vice-Chair

Supervisor Steve Bennett  
Alternate

### **SENIOR MANAGEMENT STAFF**

Steven P. Brown  
General Manager

Steve L. Rosenberg  
Director of Administrative Services

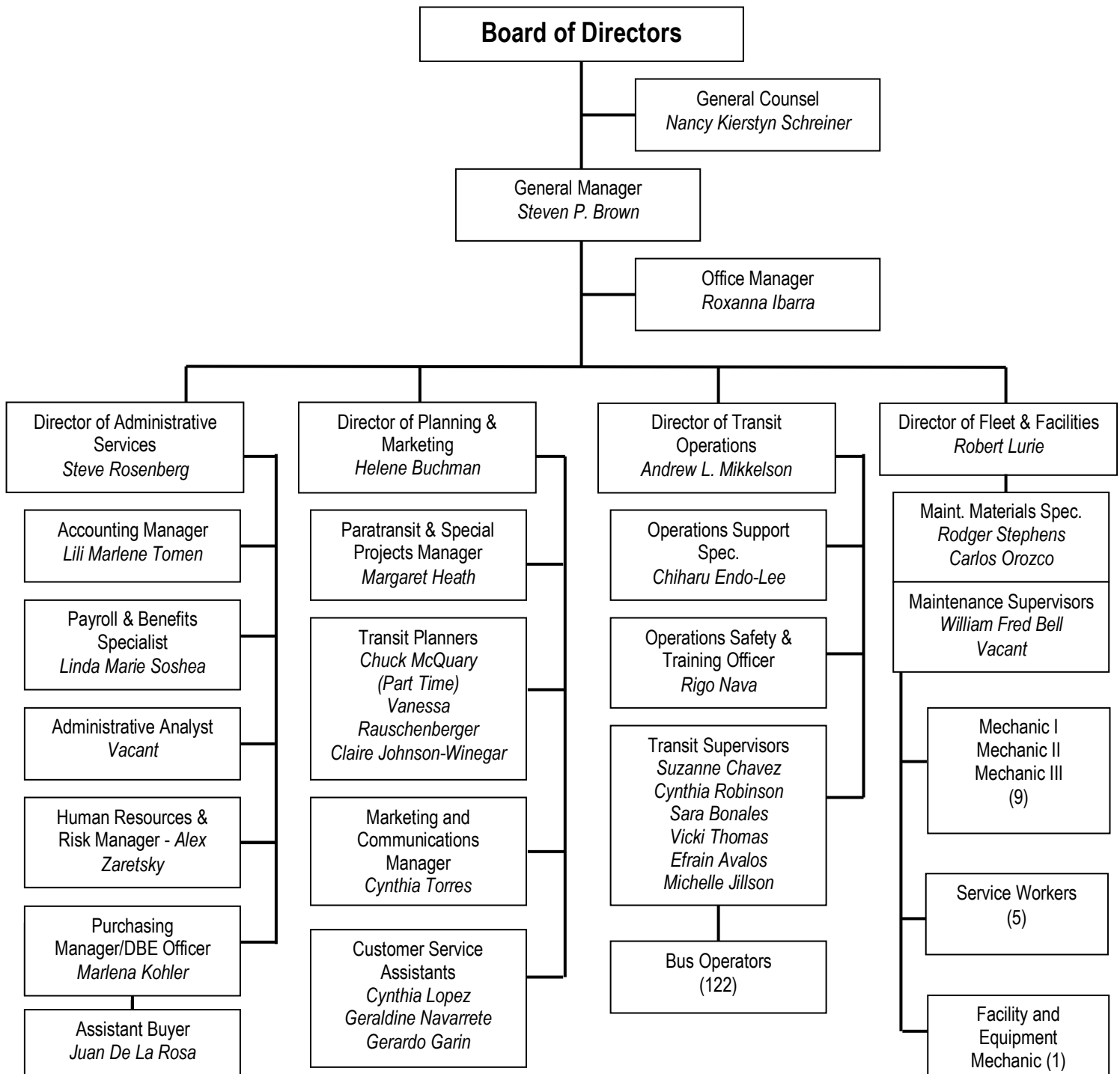
Robert Lurie  
Director of Fleet & Facilities

Helene Buchman  
Director of Planning & Marketing

Andrew Mikkelson  
Director of Transit Operations



## Organizational Chart – June 2012



## **BUDGET MESSAGE AND EXECUTIVE SUMMARY**

GCT is committed to the protection of public investment through sound financial practices. This commitment is reflected throughout the process from budget development to final adoption. Following is a description of the budget process.

BUDGETARY GUIDELINES – The budget was developed following these guidelines.

- A. Prudent budgetary control is tied to strategic planning and resource availability.
- B. Meaningful public and JPA member agency input is solicited during the annual budget review.
- C. Salary and benefit increases for employees reflect the agreed upon level. For FY 2012-13, resource constraints dictate that the budget be premised on no wage or benefit increases. Actual wage or benefit increases are subject to future labor agreements approved by the GCT Board of Directors. GCT Represented employees last received a contractual wage increase in November 2009. The most recent merit increase for GCT Non-represented employees was in February 2009.
- D. Appropriate insurance coverage is budgeted to mitigate the risk of material loss.
- E. Major capital items are specified in the Ten-Year Plan and are typically anticipated in the capital reserve funding request. The annual capital reserve contribution will be reinstated in FY2012-13, albeit at a modest funding level. For the three prior fiscal years resource constraints dictated that the capital reserve contribution be deferred.
- F. Budget versus actual financial information is reported.

### BUDGET HIGHLIGHTS FOR FY 2011-12 - THE PRIOR BUDGET YEAR

The proposed operating budget for FY 2011-12 was \$18,037,900, a 6.9% increase from the approved FY 2010-11 budget. Revenues available to GCT for provision of transit service increased from their historic low levels in FY 2010-11, however did not return to their previous levels. On the expense side, the key factors were a substantial increase in service from FY 2010-11 and a continued freeze on wage and benefit increases for GCT employees.

Budget highlights were as follows:

- Revenues – Local Transportation Fund, while still historically low, were higher than forecast during FY 2009-10, creating a modest LTF surplus. A portion of that surplus was distributed to our members in FY 2011-12. Receipts were also forecast to be slightly higher in FY 2011-12. The combination of these factors resulted in a 23% increase in LTF revenue to GCT's member agencies. Approximately one-half of that increase was considered non-recurring.



GCT typically receives modest support from STA, as it did in FY 2011-12 once the program was restored. The STA program is critical to GCT in that it supports county transit programs (primarily Metrolink commuter rail) that would otherwise reduce available LTF to GCT's members.

GCT's primary source of federal funding is FTA Section 5307 grant funding. The FTA's authorizing transit funding legislation, SAFETEA-LU, expired after FY 2009 and continued to be extended through continuing resolutions. GCT followed VCTC's recommendation to premise a 10% reduction in 5307 formula funding. GCT's FY 2011-12 budget also included three separate route-specific federal grants totaling \$728,000; Congestion Mitigation and Air Quality (CMAQ) grants for demonstration projects serving the Market-Valentine area of Ventura (third of a three-year project) and the Vineyard-Rose corridor in north Oxnard and unincorporated County areas (starting January 2012), and a Job Access and Reverse Commute (JARC) program grant for service in the Gonzales Road area in Oxnard.

The FY 2011-12 budget incorporated the full amount of the 20% two-phase passenger fare increase approved by the Board in December 2009, the first increase since July 2003.

- Labor – For the second consecutive year, GCT's FY 2011-12 budget included no wage or benefit increases. GCT's existing Memoranda of Understanding (MOUs) with SEIU Local 721 expired on October 31, 2010 and negotiations were ongoing at that time. Overall labor costs increased from FY 2010-11 to FY 2011-12 as the result of adding employees to support service improvements.
- Boardings - Fixed route boardings were projected to increase 3% compared to FY 2010-11 projected actual boardings.

Paratransit boardings were projected to increase 6.7% from the projected actual boardings for FY 2010-11. At this increased level of just under 81,900 boardings, system utilization would still have been 1% less than in FY 2008-09.

- Service Adjustments – GCT implemented a number of service improvements in FY 2011-12. Revenue service hours increased 10.9% to 163,909 from the FY10-11 premise of 147,815, and revenue service miles increased 15.4% to 1,765,891 from the FY10-11 premise of 1,530,869.
- GCT's budgeted fixed route cost per revenue hour for FY 2011-12 was \$95.24, a 2.6% decrease from FY 2010-11, and the budgeted fixed route cost per revenue mile was \$8.84, a 6.4% decrease from FY 2010-11.
- Fuel - The budget for fueling the fixed route and paratransit fleets with CNG in FY 2011-12 was \$649,400, a 7% decrease from the FY 2010-11 budget of \$698,300. The unit price used to calculate the FY2011-12 budget was \$.682 per therm, based on 20% above the 12-month rolling average for the period April 2010 through March 2011. The federal excise tax credit on alternative fuels had been extended through

December 2011, so the FY 2011-12 budget premised receiving this credit for the first two quarters of the fiscal year.

- Paratransit operations - The budget for contracted paratransit services in FY 2011-12 was \$2,218,000, a .8% increase from the FY 2010-11 budget.
- Farebox Recovery Ratio – California regulations require that a transit service claimant for TDA funds have a system wide ratio of fare and local revenues to operating cost of at least 20%, or that the claimant realize a farebox recovery ratio (FBRR) of 20% for fixed route service and 10% for paratransit service. The FY 2010-11 budget met the latter goal by supplementing on-board farebox receipts with local non-TDA funds in the form of route guarantees for fixed route service and service guarantees for paratransit service to support service to senior citizens who are not ADA eligible. These route or service guarantees count as fare and local revenues in calculating the FBRR. The FY 2011-12 budget included guarantees of \$370,000 for fixed route and \$75,000 for paratransit, a total of \$445,000.
- Capital Reserve Contribution – For the third consecutive year the capital reserve contribution for FY 2011-12 was completely deferred as a result of ongoing reduced transit funding levels and the need to restore and improve service.

Member contribution - The FY 2011-12 member contribution, including both TDA and non-TDA contribution, was \$9,870,105 a 21% increase from the historically low FY 2010-11 member contribution of \$8,158,911.

#### BUDGET HIGHLIGHTS FOR FY 2012-13, THE UPCOMING BUDGET YEAR

The proposed operating budget for FY 2012-13 is \$19,508,700, an 8.2% increase from the FY 2011-12 budget. LTF revenues available to GCT's members for provision of transit service increased 2.89% from FY 2011-12 and are up approximately 28% from their historic low levels in FY 2010-11; however they have not returned to higher pre-2009 levels. On the expense side, the key increase factors are a substantial increase in service hours from FY 2011-12, tempered by the third consecutive year of no wage and benefit increases for GCT employees.

Budget highlights are as follows:

- Revenues –GCT's primary revenue source is Local Transportation Fund revenues received by its member agencies from a .25% state sales tax generated by the Transportation Development Act (TDA). Sales tax receipts are forecast to be somewhat higher in FY 2012-13 compared to FY 2011-12.

GCT will receive its STA allocation, currently estimated at just over \$200,000, and is including in the FY 2012-13 budget another \$20,000 rolled over from the previous year's allocation. STA, which was fully restored in FY 2011-12 after having been eliminated in 2009 as part of state budget reduction programs, is critical to GCT in

that it supports county transit programs (primarily Metrolink commuter rail) that would otherwise reduce available LTF to GCT's members.

GCT's primary source of federal funding is FTA Section 5307 grant funding. The FTA's authorizing transit funding legislation, SAFETEA-LU, expired after FY 2009 and continues to be extended through continuing resolutions. No new funding bill has been implemented at this time, however there continues to be activity toward that end. VCTC's Program of Projects (POP) for FY 2012-13 allocates to GCT \$3,542,859, a 3% increase from the FY 2011-12 POP.

GCT's FY 2012-13 operating budget also includes two (2) route-specific federal grants totaling \$834,500. Congestion Mitigation and Air Quality (CMAQ) grants for demonstration projects serving the Vineyard-Rose corridor in north Oxnard (a three-year project which commenced in February 2012) and the Victoria Ave. corridor from Port Hueneme to Ventura (a three-year project which will commence in February 2013).

GCT generates local revenue through sales of exterior and interior bus advertising. This program continues to grow and is budgeted to provide \$180,000 in local revenue in FY 2012-13.

- Labor – For the third consecutive year, GCT's budget is premised on no wage or benefit increases. GCT's recently reached agreement on Memoranda of Understanding (MOUs) with SEIU Local 721 covering our three employee units. These MOUs expire on October 31, 2013, however either party may request a wage and medical benefit contribution reopener in September 2012. Overall labor costs will increase from FY 2011-12 to FY 2012-13 as the result of adding employees to support service increases and other service improvements.
- Boardings – The budget premise for FY 2012-13 fixed route service is for 3.66 million boardings, a 4.7% increase from the FY 2011-12 forecast of 3.5 million. The budget premise for FY 2012-13 fixed route fare revenue is \$2.85 million, a 4.6% increase from the FY 2011-12 forecast of \$2.72 million and 1.7% higher than the FY2011-12 budget.

The budget premise for FY 2012-13 paratransit is for 70,300 boardings, a 2% increase from the FY 2011-12 forecast. The budget premise for FY 2012-13 paratransit fare revenue is for \$155,800, a 2% increase from the FY 2011-12 forecast.

- Service Adjustments – GCT will be implementing significant service improvements in FY 2012-13, with revenue service hours increasing 12% from 163,909 in FY 2011-12 to 183,600. Revenue service miles will increase 3.9%, from 1,765,891 in FY 2011-12 to 1,834,233. The service improvements are:

- Restructuring Route 16 (Ojai-Ventura), returning GCT service to downtown Ojai and transferring service to Meiners Oaks to the Ojai Trolley, beginning in August 2012.
- A full year of service upgrades to Routes 1 (Port Hueneme), 4 (North Oxnard), 6 (Oxnard-Ventura) and 8 (Oxnard College), focused on improved schedules and running times, which began February 2012.
- A full year of CMAQ-funded Route 17 (Vineyard - Rose Ave), which began service February 2012, and the addition of CMAQ-funded Route 21 (Victoria - Port Hueneme to Ventura), to begin service February 2013.
- Cancel service on Route 40 (Market-Valentine) due to low ridership, effective August 2012. Provide periodic Market Street shuttle service until February 2013.
- Restructure service on Routes 10 (Telegraph Road) and 11 (Telephone Road), to provide service to the Market-Donlon area after Route 40 cancellation.

GCT's budgeted fixed route cost per revenue hour for FY 2012-13 is \$ 93.67, a 1.7% decrease from \$95.24 in FY 2011-12, and the budgeted fixed route cost per revenue mile is \$9.38, a 6.1% increase from \$8.84 in FY 2011-12.

- Fuel - The budget for fueling the fixed route and paratransit fleets with CNG in FY 2012-13 is \$716,100, a 10.3% increase from the FY 2011-12 budget of \$649,400. The increase results from the expiration of the Alternate Fuels Excise Tax Rebate on December 31, 2011. The FY 2011-12 Budget included a credit of \$229,400 for the rebate. The unit price used to calculate the FY 2012-13 budget was \$.5904 per therm, based on 20% above the 12-month rolling average for the period May 2011 through April 2012. This premise was used for conservatism, as the current market price for natural gas is at a historic low.
- Paratransit operations - The budget for contracted paratransit services in FY 2012-13 is \$2,090,700, a 5.7% decrease from the FY 2011-12 budget. Lower ridership estimates account for the decrease.
- Farebox Recovery Ratio – California regulations require that a transit service claimant for TDA funds have a system wide ratio of fare and local revenues to operating cost of at least 20%, or that the claimant realize a farebox recovery ratio (FBRR) of 20% for fixed route service and 10% for paratransit service. The FY 2012-13 budget meets the latter goal by supplementing on-board farebox receipts with local advertising revenue as well as local non-TDA funds in the form of route guarantees for fixed route service and service guarantees for paratransit service to support service to senior citizens who are not ADA eligible. Advertising revenue and route or service guarantee revenue count as fare and local revenues in calculating the FBRR. The FY 2012-13 budget includes guarantees of \$440,000 for fixed route

service and \$80,000 for paratransit service, a total of \$520,000, and \$180,000 in advertising revenue.

- Capital Reserve Contribution – For FY 2012-13, GCT will reinstate member contribution to the capital reserve fund, albeit at a minimal level of \$100,000, after three consecutive years of complete deferral as a result of reduced transit funding levels and the need to restore and improve service. GCT recognizes the need to build its capital reserve so it may maintain its ability to compete for federal grants to build the agency and maintain and expand service.
- Member contribution - The FY 2011-12 member contribution, including both TDA and non-TDA contribution, is \$10,516,668 a 6.6% increase from the FY 2011-12 member contribution of \$9,870,105.

## BUDGET PROCESS

The proposed budget was developed by the Director of Administrative Services in consultation with the GCT General Manager and management team. Budget premises and a draft proposed budget were discussed and reviewed with the GCT Technical Advisory Committee (TAC) on April 18, 2012 and presented for discussion and direction to the Board at the May Board Meeting on May 2, 2012.

The final funding allocations for this budget were approved by the Oxnard City Council on May 15, 2012 and the Ventura City Council on May 21, 2012. The Ojai and Port Hueneme City Councils and the Ventura County Board of Supervisors are scheduled to consider approval later in June 2012.

## BUDGET SUMMARY

The budget summary is displayed in Table 1, Operating Budget Summary, Revenues and Expenses, and Table 2, Operating Budget – Functional Categories. Table 1 provides a summary of both revenue and expense, categorized by both expenditure type and department, Table 2 provides a line item breakout of the expenses by type. Member agency financial participation is detailed in the Revenue section, in Tables 15, 16 and 17 starting on page 28.

The budget document provides details for the operating budget in the **Expenditures** (page 12) section, the capital project budget in the **Capital Improvements** (page 15) section and the revenue sources in the **Operating Revenue** (page 21) section. These sections include tables reflecting the operating expense budgets by line item breakouts, and are accompanied by a discussion of significant cost categories. In the appendix are detailed tables of the line items by each of GCT's departments and a glossary of terms.

TABLE 1

Gold Coast Transit  
Operating Budget Summary  
July 1, 2012 to June 30, 2013

<u>Operating Revenue</u>				<u>Proposed</u>	
<u>Item</u>	<u>FY10-11</u>	<u>FY10-11</u>	<u>FY11-12</u>	<u>Budget</u>	<u>% +/-</u>
	<u>Budget</u>	<u>Actuals</u>	<u>Budget</u>	<u>FY12-13</u>	<u>FY13 vs.</u>
					<u>FY12</u>
Passenger Fares-Fixed Route	\$2,671,700	\$2,581,811	\$2,798,200	\$2,845,700	+1.7%
Passenger Fares-Paratransit	\$169,000	\$164,858	\$187,000	\$155,800	(16.7%)
Special Transit Fares (FR) - Member Gov'ts	\$227,000	\$217,000	\$370,000	\$440,000	+18.9%
Special Transit Fares (PT) - Member Gov'ts	\$78,000	\$78,000	\$75,000	\$80,000	N/A
Interest	\$10,000	\$13,901	\$12,000	\$12,000	+0.0%
Advertising Income	\$120,000	\$157,466	\$150,000	\$180,000	+20.0%
Other	\$1,000	\$12,665	\$1,000	\$1,000	+0.0%
Operating Assistance-State	\$140,000	\$140,000	\$190,000	\$220,000	+15.8%
Operating Assistance-Local (LTF)	\$8,731,300	\$7,348,445	\$10,260,600	\$11,278,800	+9.9%
Operating Assistance-Local (Other)	\$100,000	\$0	\$0	\$0	N/A
Demo Project - Market-Valentine Shuttle	\$287,500	\$287,500	\$307,000	\$0	(100.0%)
Demo Project - Vineyard Corridor Route	\$0	\$0	\$271,000	\$558,200	N/A
Demo Project - Victoria Route	\$0	\$0	\$0	\$276,300	
JARC Funding For Route 19	\$0	\$0	\$150,000	\$0	N/A
Preventive Maintenance-Federal	\$1,678,500	\$1,425,674	\$1,632,700	\$1,858,000	+13.8%
Paratransit Assistance-Federal	\$1,438,100	\$788,100	\$1,043,400	\$972,900	(6.8%)
Planning Assistance-Federal	\$582,000	\$562,000	\$540,000	\$630,000	+16.7%
Medi-Cal Reimbursement / Paratransit	\$0	\$0	\$0	\$0	N/A
Operating Assistance- Federal ARRA	\$640,000	\$590,000	\$50,000	\$0	N/A
Other Fed Grants and Reimbursements	<u>0</u>	<u>325,604</u>	<u>0</u>	<u>0</u>	N/A
<b>TOTAL</b>	<b>\$16,874,100</b>	<b>\$14,693,023</b>	<b>\$18,037,900</b>	<b>\$19,508,700</b>	<b>+8.2%</b>
<b><u>Operating Expenses</u></b>					
<b><u>FUNCTIONAL CATEGORIES</u></b>					
Employee Support	11,430,300	10,899,496	12,569,200	13,867,000	+10.3%
Service/Supplies - Operational	4,526,400	3,341,834	4,516,800	4,622,600	+2.3%
Service/Supplies - Support	<u>917,400</u>	<u>899,914</u>	<u>951,900</u>	<u>1,019,100</u>	+7.1%
<b>TOTAL</b>	<b>16,874,100</b>	<b>15,141,244</b>	<b>18,037,900</b>	<b>19,508,700</b>	<b>+8.2%</b>
<b><u>DEPARTMENT CATEGORIES</u></b>					
Fixed Route	9,091,700	8,166,482	9,802,000	10,977,100	+12.0%
Paratransit	2,419,100	2,004,310	2,426,700	2,311,600	(4.7%)
Maintenance	2,840,200	2,484,908	3,149,200	3,394,200	+7.8%
Administration	1,775,300	1,704,666	1,841,200	2,011,400	+9.2%
Planning and Marketing	<u>747,800</u>	<u>759,247</u>	<u>818,800</u>	<u>814,400</u>	(0.5%)
<b>TOTAL</b>	<b>16,874,100</b>	<b>15,119,614</b>	<b>18,037,900</b>	<b>19,508,700</b>	<b>+8.2%</b>
Total Fixed Route	14,455,000	13,115,303	15,611,200	17,197,100	+10.2%
Total Paratransit	<u>2,419,100</u>	<u>2,004,310</u>	<u>2,426,700</u>	<u>2,311,600</u>	(4.7%)
Farebox Recovery Ratio	<u>18%</u>	<u>20%</u>	<u>19%</u>	<u>18%</u>	
FRR Fixed Route	<u>20%</u>	<u>21%</u>	<u>20%</u>	<u>20%</u>	
FRR Paratransit	<u>10%</u>	<u>12%</u>	<u>11%</u>	<u>10%</u>	

TABLE 2

Gold Coast Transit  
Operating Budget – Functional Categories  
July 1, 2012 to June 30, 2013

<u>Employee Support</u>	<u>FY10-11 Budget</u>	<u>FY10-11 Actuals</u>	<u>FY11-12 Budget</u>	<u>Proposed Budget FY12-13</u>	<u>% +/- FY13 vs. FY12</u>
Salaries	7,690,600	7,356,647	8,317,200	9,251,400	+11.2%
Health Benefits	1,194,800	1,170,873	1,370,800	1,444,100	+5.3%
WCI	753,000	665,778	748,000	800,000	+7.0%
Retirement	1,453,300	1,370,005	1,715,500	1,891,100	+10.2%
Other Benefits	183,900	211,414	236,200	277,800	+17.6%
Uniforms	52,000	39,116	61,600	63,700	+3.4%
Medical Exams	33,200	30,492	37,900	38,900	+2.6%
Safety & Training	59,500	45,707	71,000	82,000	+15.5%
Contracts	<u>10,000</u>	<u>9,463</u>	<u>11,000</u>	<u>18,000</u>	<u>+63.6%</u>
<b>TOTAL</b>	<b>\$11,430,300</b>	<b>\$10,899,496</b>	<b>\$12,569,200</b>	<b>\$13,867,000</b>	<b>+10.3%</b>
<u>Service/Supplies - Operational</u>	<u>FY10-11 Budget</u>	<u>FY10-11 Actuals</u>	<u>FY11-12 Budget</u>	<u>Proposed Budget FY12-13</u>	<u>% +/- FY13 vs. FY12</u>
Fuel/Lubricants	749,700	247,227	702,400	858,600	+22.2%
Tires	150,000	103,482	150,000	155,000	+3.3%
Repair Parts	535,000	467,495	583,000	600,000	+2.9%
CNG Fuel Station	170,000	35,870	170,000	170,000	+0.0%
Paratransit Service Contract	2,200,000	1,828,105	2,218,200	2,090,700	(5.7%)
Contract Repair	271,000	149,158	350,000	350,000	+0.0%
Contract Services	168,500	140,349	98,500	134,500	+36.5%
Supplies	135,700	108,075	131,200	137,300	+4.6%
Tickets/Schedules	57,500	76,053	56,000	63,000	+12.5%
Marketing	68,000	152,229	36,000	38,000	+5.6%
OTC Facilities *	11,000	10,631	11,500	11,500	+0.0%
Maintenance Agreements	10,000	7,578	10,000	14,000	+40.0%
Warranty Recovery	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>+0.0%</u>
<b>TOTAL</b>	<b>\$4,526,400</b>	<b>\$3,326,252</b>	<b>\$4,516,800</b>	<b>\$4,622,600</b>	<b>+2.3%</b>
<u>Service/Supplies - Support</u>	<u>FY10-11 Budget</u>	<u>FY10-11 Actuals</u>	<u>FY11-12 Budget</u>	<u>Proposed Budget FY12-13</u>	<u>% +/- FY13 vs. FY12</u>
Telephones/Utilities	177,900	143,696	170,500	176,100	+3.3%
Insurance	470,000	481,908	473,300	513,000	+8.4%
Contract Services	69,000	54,812	68,000	68,000	+0.0%
Supplies	64,500	77,830	70,100	74,000	+5.6%
Legal	37,000	65,856	73,000	93,000	+27.4%
Audit	24,000	17,613	22,000	23,000	+4.5%
Officers & Directors	40,000	25,532	40,000	36,000	(10.0%)
Dues	<u>35,000</u>	<u>32,666</u>	<u>35,000</u>	<u>36,000</u>	<u>+2.9%</u>
<b>TOTAL</b>	<b>\$917,400</b>	<b>\$899,914</b>	<b>\$951,900</b>	<b>\$1,019,100</b>	<b>+7.1%</b>
<b>GRAND TOTAL</b>	<b>\$16,874,100</b>	<b>\$15,125,662</b>	<b>\$18,037,900</b>	<b>\$19,508,700</b>	<b>+8.2%</b>

## **EXPENDITURES**

### **Employees – Support**

The proposed budget for employee support shows an increase of \$1,297,800 (10.3%). This increase is driven primarily by adding additional bus operators, bus supervision and maintenance personnel to directly support increased service levels. The budget also includes an additional administrative analyst position approved by the Board in March 2012 to address a critical personnel shortfall. The increases in health benefits, WCI (Workers' Comp) and retirement are also driven by additional personnel to directly support increased service levels. GCT did not increase its contribution to employee health benefits from FY 2011-12 to FY 2012-13, and GCT's CalPERS employer contribution rate increased 1.45%, from 14.289% in FY 2011-12 to 14.496% in FY 2012-13.

GCT's workers' compensation coverage is obtained through the County Supervisors Association of California Excess Insurance Authority (CSAC-EIA). Budgeted cost increases are primarily due to increased exposure hours resulting from service increases.

For the third consecutive year this budget is premised on a freeze on wage and health benefit contribution increases for all GCT employees, although step and longevity increases as defined within the GCT Personnel Rules and MOUs will be honored. GCT's current MOUs with SEIU Local 721 extend through October 31, 2013, although either party may request a wage and medical benefit contribution reopen in September 2012.

GCT anticipates beginning the fiscal year with approximately 122 bus operators and incrementally increasing that number to 126-130 as service increases take effect. Operator headcount is driven by service levels and other variables, and actual headcount typically will vary throughout the year. Non-operator headcount will increase to 50.5 by the end of the fiscal year. Table 3 shows the Employee Support expense budget.



**TABLE 3**

**Gold Coast Transit  
Employee Support Expenses  
July 1, 2012 to June 30, 2013**

<u>Employee Support</u>	<u>FY10-11 Budget</u>	<u>FY10-11 Actuals</u>	<u>FY11-12 Budget</u>	<u>Proposed Budget FY12-13</u>	<u>% +/- FY13 vs. FY12</u>
Salaries	7,690,600	7,356,647	8,317,200	9,251,400	+11.2%
Health Benefits	1,194,800	1,170,873	1,370,800	1,444,100	+5.3%
WCI	753,000	665,778	748,000	800,000	+7.0%
Retirement	1,453,300	1,370,005	1,715,500	1,891,100	+10.2%
Other Benefits	183,900	211,414	236,200	277,800	+17.6%
Uniforms	52,000	39,116	61,600	63,700	+3.4%
Medical Exams	33,200	30,492	37,900	38,900	+2.6%
Safety & Training	59,500	45,707	71,000	82,000	+15.5%
Contracts	<u>10,000</u>	<u>9,463</u>	<u>11,000</u>	<u>18,000</u>	<u>+63.6%</u>
<b>TOTAL</b>	<b>\$11,430,300</b>	<b>\$10,899,496</b>	<b>\$12,569,200</b>	<b>\$13,867,000</b>	<b>+10.3%</b>

**Service/Supplies – Operational**

The proposed budget for Service/Supplies - Operational shows an increase of \$105,800 (2.3%). Increases in contract services and fuel/lubricants are offset by decreases in the budget for contracted paratransit services. The year-to-year increase in contract services primarily reflects a reduced budget for this line item in FY 2011-12, as the budget for this line item is still lower than in previous years.

Fuel and lubricant cost shows a 22.2% budget increase, as the elimination of the Alternate Fuels Excise Tax Rebate and the increase in revenue service miles will more than offset the reduced commodity cost of natural gas. It should be noted that GCT operating 100% of its fleet on compressed natural gas (CNG) and owning and operating its dispensing station has kept GCT's costs low throughout the recent historically low natural gas market, and has been a major factor in allowing GCT to maintain service levels during the recent economic downturn.

Cost increases are anticipated in contract repair and repair parts, as the extended warranties recently expired on twenty-six (26) of GCT's 54 fixed route buses and eleven (11) of our oldest buses approach the end of their useful life. The budgeted cost for contracted paratransit service is 5.7% lower than in FY 2011-12, as GCT anticipates ridership will increase 2% from FY 2011-12 but remain lower than was projected in the FY 2011-12 budget.

Table 4 shows the Operational Service/Supply expense budget.

**TABLE 4**

**Gold Coast Transit  
Service/Supplies – Operational Expenses  
July 1, 2012 to June 30, 2013**

<u>Service/Supplies - Operational</u>	<u>FY10-11</u>	<u>FY10-11</u>	<u>FY11-12</u>	<u>Proposed</u>	<u>% +/-</u>
	<u>Budget</u>	<u>Actuals</u>	<u>Budget</u>	<u>Budget</u>	<u>FY13 vs.</u>
				<u>FY12-13</u>	<u>FY12</u>
Fuel/Lubricants	749,700	247,227	702,400	858,600	+22.2%
Tires	150,000	103,482	150,000	155,000	+3.3%
Repair Parts	535,000	467,495	583,000	600,000	+2.9%
CNG Fuel Station	170,000	35,870	170,000	170,000	+0.0%
Paratransit Service Contract	2,200,000	1,828,105	2,218,200	2,090,700	(5.7%)
Contract Repair	271,000	149,158	350,000	350,000	+0.0%
Contract Services	168,500	140,349	98,500	134,500	+36.5%
Supplies	135,700	108,075	131,200	137,300	+4.6%
Tickets/Schedules	57,500	76,053	56,000	63,000	+12.5%
Marketing	68,000	152,229	36,000	38,000	+5.6%
OTC Facilities *	11,000	10,631	11,500	11,500	+0.0%
Maintenance Agreements	10,000	7,578	10,000	14,000	+40.0%
Warranty Recovery	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>+0.0%</u>
<b>TOTAL</b>	<b>\$4,526,400</b>	<b>\$3,326,252</b>	<b>\$4,516,800</b>	<b>\$4,622,600</b>	<b>+2.3%</b>

\* OTC - Oxnard Transportation Center

**Service/Supplies – Support**

The proposed budget for service/supplies support in FY 2012-13 shows an increase of \$67,200 (7.1%) from FY2011-12, primarily due to increases in legal and insurance expenses. GCT has experienced increased legal costs for general, labor and employment counsel activities over the past few years, and this higher level of activity is likely to continue.

Budgeted costs for general liability and property damage insurance will experience a modest increase in FY 2012-13 as a result of increased exposure associated with service increases. GCT belongs to the California Transit Systems Joint Powers Authority (formerly known as the California Transit Insurance Pool), or CalTIP, a joint powers insurance authority consisting of thirty-four member transit operators joining together to provide more stable, cost-effective risk financing and risk management services. For FY 2012-13, as in prior years, GCT will benefit from a credit for certain prior years having closed with lower-than-expected claims.

Other line items have minor increases or are essentially flat from the FY 2011-12 budget after having been reduced in prior years in an effort to reduce GCT's administrative costs.

Table 5 shows the Support Service and Supply expense budget.

TABLE 5

**Gold Coast Transit  
Service/Supplies – Support Expenses  
July 1, 2012 to June 30, 2013**

<u>Service/Supplies - Support</u>	<u>FY10-11</u> <u>Budget</u>	<u>FY10-11</u> <u>Actuals</u>	<u>FY11-12</u> <u>Budget</u>	<u>Proposed</u> <u>Budget</u> <u>FY12-13</u>	<u>% +/-</u> <u>FY13 vs.</u> <u>FY12</u>
Telephones/Utilities	177,900	143,696	170,500	176,100	+3.3%
Insurance	470,000	481,908	473,300	513,000	+8.4%
Contract Services	69,000	54,812	68,000	68,000	+0.0%
Supplies	64,500	77,830	70,100	74,000	+5.6%
Legal	37,000	65,856	73,000	93,000	+27.4%
Audit	24,000	17,613	22,000	23,000	+4.5%
Officers & Directors	40,000	25,532	40,000	36,000	(10.0%)
Dues	35,000	32,666	35,000	36,000	+2.9%
<b>TOTAL</b>	<b>\$917,400</b>	<b>\$899,914</b>	<b>\$951,900</b>	<b>\$1,019,100</b>	<b>+7.1%</b>

**CAPITAL IMPROVEMENTS**

**Capital Project Funding**

GCT capital projects are typically funded by a combination of FTA, State and local matching funds. FTA Section 5307 funds are provided for capital projects, typically at 80% of the cost, with a 20% required local match. For certain projects, Congestion Mitigation and Air Quality (CMAQ) funds are provided; CMAQ funds vary from 75% to 100% of the project cost with any remainder made up from local matching funds. GCT may also apply for funds under FTA Section 5309, which can provide a discretionary allocation for bus-related capital projects.

State funds for capital projects are provided under the Public Transportation Modernization, Improvement, and Service Enhancement Account Program (PTMISEA), created by Proposition 1B, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. PTMISEA-funded projects typically do not require a local funding component.

In FY 2009-10 GCT received \$7.5 million under the American Recovery and Reinvestment Act (ARRA), commonly known as stimulus funds. The ARRA program was initiated by the federal government to fund infrastructure investments and create jobs. Stimulus funds do not require may local match, so they may be used to fund 100% of a project. Several projects on GCT's capital project plan are funded by ARRA.

Local matching funds are provided through the GCT Capital Reserve. The capital reserve allows funding for major capital projects to be planned and funded in advanced without placing sudden or excessive demands on local funding sources. As recently as FY2008-09, the approved annual allocation from LTF to the GCT Capital Reserve fund

was \$1,200,000. For three consecutive years, from FY 2009-10 through FY 2011-12, annual allocations to the GCT Capital Reserve fund were deferred in their entirety in response to the economic recession and state funding crisis. For FY 2012-13 GCT has reinstated the capital reserve contribution at the modest funding level of \$100,000. The capital reserve fund balance on March 31, 2012 was \$2,222,817.

### **Ten-Year Capital Project Plan**

A capital project plan has been developed to ensure that:

- GCT plans for the necessary fleet, facilities and equipment to provide service in a safe and cost efficient manner;
- Capital costs are identified and programmed in advance and distributed throughout a number of fiscal cycles to avoid sudden or excessive demand on local funding sources;
- A capital reserve is established to allow for major procurements without sudden or excessive demand on funding sources. Although most of GCT's major capital investments are made using grant funding, many grants (including most Federal grants) require the agency to provide matching funds; and
- Long lead times required for certain tasks are understood and accommodated. The development of specifications and the required competitive procurement process for selecting a bus manufacturer can easily take six to twelve months. It may take the manufacturer another one to two years to build a transit bus.

### **Proposed Capital Projects**

The FY 2012-13 ten-year capital project plan anticipates significant growth in the provision of public transit in western Ventura County. The most significant item in the plan is a new Maintenance and Operations facility for GCT; our current facility is far smaller than the industry standard for our current service level and expansion on our existing site is not feasible.

In October 2011 the FTA awarded GCT a \$15,000,000 federal grant for the property acquisition, design and construction of a new maintenance and operations facility. This award is an important milestone for GCT as it provides a substantial portion of the funds needed to purchase property and construct a new facility. In February 2012, Caltrans awarded GCT \$824,289 in PTMISEA funds for the project; these funds may be applied as matching funds for the federal grant. Combined with a previous smaller grant, GCT has \$16.3 million in firm committed funds for this project, with another \$8.4 million in PTMISEA funds anticipated to be allocated by VCTC later in 2012.

Other significant items on the ten-year capital project plan include provision of expansion buses for anticipated service growth, periodic replacement of our bus and service vehicle fleets, mid-life major refurbishment of our bus fleets, and periodic routine replacement of GCT's paratransit fleet.

The total projected cost for all items on the ten-year capital project plan is \$114.8 million, which includes \$28.2 million of programmed projects listed in Table 6 for which funding has been identified and \$86.6 million of programmed projects listed in Table 7 for which funding has not been identified. The projected local match needed for all projects in the ten-year plan is \$27.9 million, \$10.2 million of which will be provided for using state PTMISEA funds.

Historically the Federal government has authorized its transit capital funding programs in five or six-year authorization cycles. The most recent authorizing legislation, SAFETEA-LU, expired in 2009 and has been extended by continuing resolutions since that time. With no Federal authorization in place, planning for future capital projects is based on projected need with no firm guidance as to projected funding levels. Federally-funded projects must be included in the Transportation Improvement Plan (TIP), which is administered by the VCTC and the Southern California Association of Governments (SCAG).

Table 6 shows a list of projects on the ten-year capital project plan for which funding has been identified. Table 7 reflects those items in the ten-year capital project plan which are programmed but for which funding has not currently been identified. Table 8 provides summary-level data for the entire plan, and Table 9 details the programming for revenue vehicles plan items.

**TABLE 6**

**Gold Coast Transit  
Ten-Year Capital Project Plan – Projects with Identified Funding**

<u>Project</u>	<u>Federal</u>	<u>Local/State</u>	<u>Total</u>	<u>Project Type</u>
<b><u>New Operations &amp; Maintenance Facility</u></b>				
New Facility Requirements Planning - FTA 5309	\$448,342		\$448,342	New Facility
New Operations & Maintenance Facility - FTA 5309	\$15,000,000		\$15,000,000	New Facility
New Operations & Maintenance Facility - State Prop. 1B		\$824,289	\$824,289	New Facility
New Operations & Maintenance Facility - State Prop. 1B (Pending VCTC Allocation)		<u>\$8,400,000</u>	<u>\$8,400,000</u>	New Facility
<b>Project Total</b>	<b>\$15,448,342</b>	<b>\$9,224,289</b>	<b>\$24,672,631</b>	
<b><u>Other 5307 FTA Funded Projects</u></b>				
Replace Radio Transmitter	\$18,114	\$6,900	\$25,014	Bldgs & Equipment
<b><u>ARRA Funded Projects</u></b>				
Replacement Supervisor Vans	\$63,507	\$0	\$63,507	Service Vehicles
Upgrade Fareboxes	\$553,441	\$0	\$553,441	On-Board Equipment
Transit Enhancements	\$69,000	\$0	\$69,000	Other
Renovate Existing GCT Facility	<u>\$1,827,379</u>	<u>\$0</u>	<u>\$1,827,379</u>	Bldgs & Equipment
	<u>\$2,513,327</u>	<u>\$0</u>	<u>\$2,513,327</u>	
<b><u>Other State Prop. 1B / PTMISEA projects</u></b>				
Automatic Vehicle Stop Annunciators		\$500,000	\$500,000	On-Board Equipment
Operator Training Module		\$250,000	\$250,000	On-Board Equipment
ADA Call Back System		\$70,000	\$70,000	Bldgs & Equipment
Facility Security Upgrade		\$100,000	\$100,000	Bldgs & Equipment
Facility Locks and Gates		<u>\$26,893</u>	<u>\$26,893</u>	Bldgs & Equipment
		<u>\$946,893</u>	<u>\$946,893</u>	
<b>TOTAL</b>	<b><u>\$17,979,783</u></b>	<b><u>\$10,178,082</u></b>	<b><u>\$28,157,865</u></b>	

TABLE 7

**Gold Coast Transit  
Ten-Year Capital Project Plan – Projects Programmed / Funding Not Identified**

<u>Project</u>	<u>Federal</u>	<u>Local/State</u>	<u>Total</u>	<u>Project Type</u>
<b><u>FY 2012-13</u></b>				
Replace Maintenance Vehicles (2)	\$64,000	\$16,000	\$80,000	Service Vehicles
Replace NABI Transit Buses (11)	<u>\$3,960,000</u>	<u>\$1,540,000</u>	<u>\$5,500,000</u>	New Buses
	\$4,024,000	\$1,556,000	\$5,580,000	
<b><u>FY 2013-14</u></b>				
New Facility Construction				
(Estimated Remaining Funding Requirement)	\$12,800,000	\$3,200,000	\$16,000,000	New Facility
Refurbish (Mid-life) New Flyer Buses (26)	\$2,600,000	\$650,000	\$3,250,000	Rebuild Buses
Transit Enhancements	\$200,000	\$50,000	\$250,000	Other
Replace Paratransit Vehicles (24)	<u>\$2,131,000</u>	<u>\$533,000</u>	<u>\$2,664,000</u>	Paratransit Vehicles
	\$17,731,000	\$4,433,000	\$22,164,000	
<b><u>FY 2014-15</u></b>				
Expansion Transit Buses (10)	\$4,208,000	\$1,052,000	\$5,260,000	New Buses
Replace Office Equipment	\$60,000	\$15,000	\$75,000	Other
Service Vehicles (4)	<u>\$96,000</u>	<u>\$24,000</u>	<u>\$120,000</u>	Service Vehicles
	\$4,364,000	\$1,091,000	\$5,455,000	
<b><u>FY 2015-16</u></b>				
Refurbish (Mid-life) 2009 NABI 35-ft. Transit Buses (9)	\$936,000	\$234,000	\$1,170,000	Rebuild Buses
Expansion Transit Buses (10)	\$4,336,000	\$1,084,000	\$5,420,000	New Buses
Service Vehicles (4)	<u>\$99,000</u>	<u>\$25,000</u>	<u>\$124,000</u>	Service Vehicles
	<u>\$5,371,000</u>	<u>\$1,343,000</u>	<u>\$6,714,000</u>	
<b><u>FY 2016-17</u></b>				
Refurbish (Mid-life) 2010 NABI 35-ft. Transit Buses (8)	\$896,000	\$224,000	\$1,120,000	Rebuild Buses
Expansion Transit Buses (10)	\$4,464,000	\$1,116,000	\$5,580,000	New Buses
Replace Service Vehicles (4)	<u>\$102,000</u>	<u>\$26,000</u>	<u>\$128,000</u>	Service Vehicles
	\$5,462,000	\$1,366,000	\$6,828,000	
<b><u>FY 2017-18</u></b>				
Replace 40-ft. New Flyer Buses (13)	\$6,157,000	\$1,539,000	\$7,696,000	New Buses
Replace Paratransit Vehicles (24)	\$2,400,000	\$600,000	\$3,000,000	Paratransit Vehicles
Service Vehicles (4)	<u>\$106,000</u>	<u>\$26,000</u>	<u>\$132,000</u>	Service Vehicles
	\$8,663,000	\$2,165,000	\$10,828,000	
<b><u>FY 2018-19</u></b>				
Replace 40-ft. New Flyer Buses (13)	\$6,157,000	\$1,539,000	\$7,696,000	New Buses
Replace Office Equipment	\$120,000	\$30,000	\$150,000	Other
Transit Enhancements	<u>\$400,000</u>	<u>\$100,000</u>	<u>\$500,000</u>	Other
	\$6,677,000	\$1,669,000	\$8,346,000	
<b><u>FY 2019-20</u></b>				
Replace 35-ft. NABI Buses (9)	\$4,392,000	\$1,098,000	\$5,490,000	New Buses
Expansion Transit Buses (5)	\$2,440,000	\$610,000	\$3,050,000	New Buses
Replace Maintenance Vehicles (3)	<u>\$100,800</u>	<u>\$25,200</u>	<u>\$126,000</u>	Service Vehicles
	\$6,932,800	\$1,733,200	\$8,666,000	
<b><u>FY 2020-21</u></b>				
Replace 35-ft. NABI Buses (8)	\$4,019,000	\$1,005,000	\$5,024,000	New Buses
Expansion Transit Buses (5)	\$2,512,000	\$628,000	\$3,140,000	New Buses
Facility Upgrades	<u>\$400,000</u>	<u>\$100,000</u>	<u>\$500,000</u>	Other
	\$6,931,000	\$1,733,000	\$8,664,000	
<b><u>FY 2021-22</u></b>				
Replace Paratransit Vehicles (24)	<u>\$2,726,000</u>	<u>\$682,000</u>	<u>\$3,408,000</u>	Paratransit Vehicles
	\$2,726,000	\$682,000	\$3,408,000	
<b>TOTAL -PROJECTS PROGRAMMED / FUNDING NOT IDENTIFIED</b>	<b>\$68,881,800</b>	<b>\$17,771,200</b>	<b>\$86,653,000</b>	
<b>TOTAL</b>	<b>\$86,861,583</b>	<b>\$27,949,282</b>	<b>\$114,810,865</b>	

TABLE 8

Gold Coast Transit  
Ten-Year Capital Project Plan – Summary Tables

	<u>Federal</u>	<u>Local / State</u>	<u>Total</u>
Identified Funding	\$17,979,783	\$10,178,082	\$28,157,865
FY 2012-13	\$4,024,000	\$1,556,000	\$5,580,000
FY 2013-14	\$17,731,000	\$4,433,000	\$22,164,000
FY 2014-15	\$4,364,000	\$1,091,000	\$5,455,000
FY 2015-16	\$5,371,000	\$1,343,000	\$6,714,000
FY 2016-17	\$5,462,000	\$1,366,000	\$6,828,000
FY 2017-18	\$8,663,000	\$2,165,000	\$10,828,000
FY 2018-19	\$6,677,000	\$1,669,000	\$8,346,000
FY 2019-20	\$6,932,800	\$1,733,200	\$8,666,000
FY 2020-21	\$6,931,000	\$1,733,000	\$8,664,000
FY 2021-22	<u>\$2,726,000</u>	<u>\$682,000</u>	<u>\$3,408,000</u>
Total - All Projects	\$86,861,583	\$27,949,282	\$114,810,865
<u>by Funding Status</u>			
Programmed / Funding Identified	\$17,979,783	\$10,178,082	\$28,157,865
Programmed / Funding NOT Identified	<u>\$68,881,800</u>	<u>\$17,771,200</u>	<u>\$86,653,000</u>
	<u>\$86,861,583</u>	<u>\$27,949,282</u>	<u>\$114,810,865</u>
<u>by Project Type</u>			
New Buses	\$42,645,000	\$11,211,000	\$53,856,000
New Facility	\$28,248,342	\$12,424,289	\$40,672,631
Paratransit Vehicles	\$7,257,000	\$1,815,000	\$9,072,000
Rebuild Buses	\$4,432,000	\$1,108,000	\$5,540,000
Other	\$1,249,000	\$295,000	\$1,544,000
Bldgs & Equipment	\$1,845,493	\$203,793	\$2,049,286
On-Board Equipment	\$553,441	\$750,000	\$1,303,441
Service Vehicles	\$631,307	\$142,200	\$773,507
	<u>\$86,861,583</u>	<u>\$27,949,282</u>	<u>\$114,810,865</u>
<u>Local Funding</u>			
Total Required		\$27,949,282	
Total Funded			
State		\$10,178,082	
Capital Reserve as of March 31, 2012		\$2,222,817	
Potential Shortfall		<u>\$15,548,383</u>	

**TABLE 9**

**Gold Coast Transit  
Ten-Year Capital Project Plan – Programmed Vehicle Procurements**

Fixed Route Buses

Replace NABI Transit Buses (11)	FY2012-13	\$3,960,000	\$1,540,000	\$5,500,000
Expansion Transit Buses (10)	FY2014-15	\$4,208,000	\$1,052,000	\$5,260,000
Expansion Transit Buses (10)	FY2015-16	\$4,336,000	\$1,084,000	\$5,420,000
Expansion Transit Buses (10)	FY2016-17	\$4,464,000	\$1,116,000	\$5,580,000
Replace 40-ft. New Flyer Buses (13)	FY2017-18	\$6,157,000	\$1,539,000	\$7,696,000
Replace 40-ft. New Flyer Buses (13)	FY2018-19	\$6,157,000	\$1,539,000	\$7,696,000
Replace 35-ft. NABI Buses (9)	FY2019-20	\$4,392,000	\$1,098,000	\$5,490,000
Expansion Transit Buses (5)	FY2019-20	\$2,440,000	\$610,000	\$3,050,000
Replace 35-ft. NABI Buses (8)	FY2020-21	\$4,019,000	\$1,005,000	\$5,024,000
Expansion Transit Buses (5)	FY2020-21	<u>\$2,512,000</u>	<u>\$628,000</u>	<u>\$3,140,000</u>
		\$42,645,000	\$11,211,000	\$53,856,000
Replacement Buses - 54				
Expansion Buses - 40				

Paratransit Vehicles

Replace Paratransit Vehicles (24)	FY2013-14	\$2,131,000	\$533,000	\$2,664,000
Replace Paratransit Vehicles (24)	FY2017-18	\$2,400,000	\$600,000	\$3,000,000
Replace Paratransit Vehicles (24)	FY2021-22	<u>\$2,726,000</u>	<u>\$682,000</u>	<u>\$3,408,000</u>
		\$7,257,000	\$1,815,000	\$9,072,000

**Depreciation**

Capital assets are depreciated over the course of their useful life. Table 10 is the depreciation schedule for FY 2012-13.

**TABLE 10**

**Gold Coast Transit - Depreciation Schedule  
July 1, 2012 to June 30, 2013**

<u>Item</u>	<u>FY10-11 Budget</u>	<u>FY10-11 Actuals</u>	<u>FY11-12 Budget</u>	<u>Proposed Budget FY12-13</u>
Facility	528,379	520,736	479,827	478,960
Buses	1,790,474	1,794,665	1,794,666	1,794,665
Other Vehicles	86,310	79,010	86,588	73,511
Shop Equipment	0	0	6,750	25,700
Office/Other Equipment	119,022	83,399	39,309	130,901
OTC Improvements	4,244	4,244	1,754	0
Intangible Assets	0	0	0	13,134
Paratransit Revenue Vehicles	555,064	555,063	555,062	401,972
Paratransit Other Equipment	<u>18,121</u>	<u>17,621</u>	<u>21,621</u>	<u>21,996</u>
<b>Total Depreciation</b>	<b>\$3,101,614</b>	<b>\$3,054,738</b>	<b>\$2,985,577</b>	<b>\$2,940,839</b>



## OPERATING REVENUE

Funding for GCT operating activities is derived from several sources, including passenger fares; local, state and federal funds; bus advertising sales and interest income and gain on disposed property. Table 11 reflects the revenue for operating activities in FY 2012-13.

**TABLE 11**

**Gold Coast Transit  
Operating and Planning Revenue  
July 1, 2012 to June 30, 2013**

<u>Item</u>	<u>FY10-11 Budget</u>	<u>FY10-11 Actuals</u>	<u>FY11-12 Budget</u>	<u>Proposed Budget FY12-13</u>	<u>% +/-(-) FY13 vs. FY12</u>
Passenger Fares-Fixed Route	\$2,671,700	\$2,581,811	\$2,798,200	\$2,845,700	+1.7%
Passenger Fares-Paratransit	\$169,000	\$164,858	\$187,000	\$155,800	(16.7%)
Special Transit Fares (FR) - Member Gov'ts	\$227,000	\$217,000	\$370,000	\$440,000	+18.9%
Special Transit Fares (PT) - Member Gov'ts	\$78,000	\$78,000	\$75,000	\$80,000	N/A
Interest	\$10,000	\$13,901	\$12,000	\$12,000	+0.0%
Advertising Income	\$120,000	\$157,466	\$150,000	\$180,000	+20.0%
Other	\$1,000	\$12,665	\$1,000	\$1,000	+0.0%
Operating Assistance-State	\$140,000	\$140,000	\$190,000	\$220,000	+15.8%
Operating Assistance-Local (LTF)	\$8,731,300	\$7,348,445	\$10,260,600	\$11,278,800	+9.9%
Other Local/State Assistance	\$100,000	\$48,221	\$0	\$0	N/A
Demo Project - Market-Valentine Shuttle	\$287,500	\$287,500	\$307,000	\$0	(100.0%)
Demo Project - Vineyard Corridor Route	\$0	\$0	\$271,000	\$558,200	N/A
Demo Project - Victoria Route	\$0	\$0	\$0	\$276,300	N/A
JARC Funding For Route 19	\$0	\$0	\$150,000	\$0	N/A
Preventive Maintenance-Federal	\$1,678,500	\$1,425,674	\$1,632,700	\$1,858,000	+13.8%
Paratransit Assistance-Federal	\$1,438,100	\$1,188,100	\$1,043,400	\$972,900	(6.8%)
Planning Assistance-Federal	\$582,000	\$562,000	\$540,000	\$630,000	+16.7%
Medi-Cal Reimbursement / Paratransit	\$0	\$0	\$0	\$0	N/A
Operating Assistance- Federal ARRA	\$640,000	\$590,000	\$50,000	\$0	N/A
Other Fed Grants and Reimbursements	<u>\$0</u>	<u>\$325,604</u>	<u>\$0</u>	<u>\$0</u>	N/A
<b>TOTAL</b>	<b>\$16,874,100</b>	<b>\$15,141,244</b>	<b>\$18,037,900</b>	<b>\$19,508,700</b>	<b>+8.2%</b>

Following is a brief discussion of each major area of revenue.

### **Passenger Fares**

Passenger fare revenues for FY 2011-12 are anticipated to finish the year approximately 3.8% below budgeted levels. Fixed route fares are projected to end the year 2.8% less than the FY 2011-12 budgeted amount, attributable to lower-than-anticipated revenue per boarding as an increase in the use of free transfers reduced the impact of the recent fare increase. Paratransit fares are forecast to be 18% less than the FY 2011-12 budgeted amount, attributable to lower-than-anticipated boardings.

The budget premise for FY 2012-13 fixed route fare revenue is \$2.85 million, a 4.6% increase from the current FY 2011-12 forecast of \$2.72 million and 1.7% higher than the

FY2011-12 budget. The budget premise for FY 2012-13 paratransit fare revenue is for \$155,800, a 2% increase from the current FY 2011-12 forecast and 16.7% lower than the FY2011-12 budget.

Table 12 shows the current GCT passenger fare structure.

**TABLE 12**

**Gold Coast Transit Passenger Fare Structure - FY 2012-13**

<b><u>Fare Type</u></b>	<b><u>Fare Amount</u></b> <b><u>Effective August 2011</u></b>
<b><u>Cash Fares (One Way)</u></b>	
Adult	\$1.50
Youth (through age 18)	\$1.50
Seniors (65-74 years of age with GCT I.D or proof of age)	\$0.75
Medicare (with Medicare Card)	\$0.75
Disabled (ADA card or GCT I.D.)	\$0.75
Seniors 75+ (with GCT I.D or proof of age)	Free
Children under 45" tall (when accompanied by paid fare)	Free
Day Pass (One-Day/Unlimited Boardings)	\$4.00
Day Pass for Seniors/Medicare/Disabled	\$2.00
<b><u>Multi-Ride Ticket or Monthly Pass</u></b>	
Adult	
10-Ride	\$14.00
20-Ride	\$26.00
30-Ride	\$36.00
Monthly Pass (cost per ride based on 50 rides)	\$49.00
Youth	
10-Ride	\$11.00
20-Ride	\$20.50
30-Ride	\$29.00
Monthly Pass	\$38.50
Senior/Disabled	
10-Ride	\$6.50
20-Ride	\$12.00
30-Ride	\$17.50
Monthly Pass	\$21.50
<b>GCT ACCESS (Paratransit)</b>	
Cash Fare (one-way) - ADA Certified or Senior	\$3.00
Senior Nutrition (registered with County program)	Donation
Book of Ten Tickets - ADA Certified or Senior	\$30.00

## **Fixed Route Ridership**

Boardings in FY 2011-12 are trending 3.9% higher than FY 2010-11 and are nearly equal to FY 2009-10's boardings after nine months. Projections are that GCT will have 3.5 million boardings in FY 2011-12.

For FY 2011-12, the budget premise is that ridership will be 3.66 million boardings, 4.7% higher than the FY 2011-12 projection. Higher gasoline prices, a strengthening economy and the service improvements GCT is implementing in FY 2012-13 all suggest increased ridership in FY 2012-13.

## **Paratransit Ridership**

Paratransit boardings for FY 2011-12 are running 10% behind FY 2010-11 boardings, after decreases of 1.6% and 5.6% over the previous two years. Throughout the economic downturn ridership on ACCESS has declined for a number of reasons. Senior centers have lower attendance for classes and events, passengers that were using ACCESS for transportation to school have stopped attending school, a number of ACCESS passengers lost their jobs as part of workforce reductions, eliminating those trips, and financial concerns have forced passengers to reduce their spending and take fewer discretionary trips. GCT anticipates the trend flattening in FY 2012-13, and the budget premise is that FY 2012-13 boardings will increase 2% from projected actual boardings for FY 2011-12.

## **Farebox Recovery Ratio**

The *California Code of Regulations, § 6633.2* requires that a transit service claimant in an urbanized area, to qualify for allocation of TDA funds, must have a systemwide ratio of fare revenues to operating cost of at least twenty percent (20%), or that the claimant realize a farebox recovery ratio (FBRR) of 20% for fixed route service and 10% for paratransit service.

Beginning in FY 2007-08, GCT has received from its JPA member cities special transit fare revenue in the form of route guarantee funds from non-TDA funding sources. This fare revenue may be included in the FBRR calculation to achieve FBRR compliance.

Historically GCT used the 20% system-wide standard. Beginning in FY 2010-11, GCT's budget premise was to achieve compliance with the FBRR requirement by meeting the standard of 20% FBRR for fixed route service and 10% FBRR for paratransit service. This was to be met by supplementing on-board farebox receipts with local non-TDA funds in the form of route guarantees for fixed route service and service guarantees for paratransit service to support the provision of such service to non-ADA eligible citizens. For FY 2010-11 GCT met both the 20% system-wide standard and the 20% FBRR for fixed route service and 10% FBRR for paratransit service standards, and GCT projects to achieve both standards again in FY 2011-12.

GCT was recently advised by VCTC, with written concurrence from the State Department of Mass Transportation, that advertising revenue may be included as local revenue to achieve FBRR compliance. The FY 2012-13 budget projects to achieve the 20% FBRR for fixed route service and 10% FBRR for paratransit service standard by including passenger fare revenues, special transit fare revenues in the form of route guarantee funds from non-TDA funding sources and local advertising revenue.

Table 13 shows (1) the unlinked passenger trips, fare revenue and FBRR for fixed route service, (2) the one-way trips, fare revenue and FBRR for paratransit service and (3) the systemwide ratio of fare revenues to operating cost since FY 2003-04.

**TABLE 13**

**Gold Coast Transit  
Ridership, Revenue and Farebox Return  
FY 2003-04 to FY 2012-13**

Fiscal Year	(1) Fixed Route			(2) Paratransit			(3) Total
	<u>Unlinked</u>	<u>Farebox</u>	<u>Farebox</u> <u>Return</u>	<u>One Way</u>	<u>Farebox</u>	<u>Farebox</u> <u>Return</u>	<u>Farebox</u> <u>Return</u>
	<u>Passenger Trips</u>			<u>Trips</u>			
FY 2003-04	3,372,170	\$2,536,038	26.4%	108,024	\$135,519	6.6%	22.9%
FY 2004-05	3,307,000	\$2,275,915	20.8%	88,563	\$184,070	10.0%	19.3%
FY 2005-06	3,438,989	\$2,499,831	21.6%	78,362	\$157,100	9.3%	20.0%
FY 2006-07	3,395,500	\$2,641,230	23.0%	76,054	\$156,854	9.3%	21.3%
FY 2007-08	3,495,875	\$2,931,149 *	23.9%	79,686	\$162,457	9.2%	22.0% *
FY 2008-09	3,568,028	\$3,044,665 *	24.0%	82,655	\$161,476	6.5%	21.1% *
FY 2009-10	3,442,005	\$2,975,992 *	22.2%	77,985	\$161,839	7.5%	20.2% *
FY 2010-11	3,353,539	\$2,581,811 *	21.3%	76,730	\$164,858 *	12.1%	20.1% #
FY 2011-12 (Projected)	3,500,000	\$2,720,000 **	22.2%	68,976	\$152,800 *	12.0%	21.0% #
FY 2012-13 (Budgeted)	3,666,700	\$2,845,700 **	20.2%	70,300	\$155,800 *	10.2%	18.1% #

\* Includes Special Transit Fare Revenue for Non-TDA Route or Service Guarantees

\*\* Includes Special Transit Fare Revenue for Non-TDA Route or Service Guarantees and Fleet Advertising Revenue

# Farebox Recovery Ratio compliance to be achieved by realizing both 20% on Fixed Route and 10% on Paratransit

**Interest and Other Income**

Interest is earned on temporary investments with the State of California Local Agency Investment Fund (LAIF) and on money market and operating funds held at Santa Barbara Bank & Trust. Interest revenue for FY 2011-12, based on current very low interest rates, was budgeted at \$12,000; actual income will finish slightly higher due to somewhat higher average balances. The budget for FY 2012-13 is \$12,000, as interest rates and cash balances are anticipated to remain at or near current year levels.

## **Advertising Income**

GCT has internally managed a commercial bus advertising sales program since FY 2006-07, and continues to attract advertising contracts from both local and national companies. Projected revenues for FY 2011-12 are forecast to be approximately \$210,000. GCT budgets this revenue conservatively as the agency does not have staff dedicated primarily to advertising sales. The budget for FY 2012-13 is \$180,000.

Other revenue is also received from the sale of surplus property. The other revenue budget for FY 2012-13 is \$1,000.

## **State Transit Assistance Funds**

State Transit Assistance (STA) Funds are allocated to GCT from the State Controller's Office through VCTC. In FY 2009-10, in response to the state budget crisis the state eliminated STA funds. In March 2010, in response to a successful lawsuit from the California Transit Association, the state passed a revised gas tax which reinstated the STA.

Because GCT budgets for STA revenue using preliminary estimates and normally claims the budgeted amount, GCT can carry over a small balance from year to year. The preliminary estimate for GCT's FY 2012-13 STA allocation is \$200,028; including funds carried over from FY 2011-12, GCT has budgeted \$220,000 in STA revenue for FY 2012-13.

## **Federal Grant Funds**

GCT receives FTA Section 5307 Funds for service administration and support, capital assistance for paratransit and preventive maintenance activities and capital purchases. The matching ratio for these funds is 80 percent federal and 20 percent local. Section 5307 funds are formula driven and the amount is determined by the population of the area and the level of service provided. As has been the case over the past several years, Congress has not yet passed an authorization bill for next year. Based on expected funding, VCTC's Program of Projects (POP) for FY 2012-13 allocates to GCT \$3,542,859, a 3% increase from the FY 2011-12 POP. The funding is allocated as follows:

- \$ 630,000 for service administration and support
- \$ 972,918 for paratransit assistance
- \$ 1,819,941 for preventive maintenance
- \$ 120,000 for miscellaneous support equipment (capital projects)

By comparison, GCT's Section 5307 funding allocation for FY 2008-09 was \$3,580,319, for FY 2009-10 was \$3,297,552, for FY 2010-11 was \$3,241,097 and for FY 2011-12 was \$3,440,103.

For FY 2012-13 GCT will claim FTA Congestion Mitigation and Air Quality (CMAQ) Improvement Program funds for two demonstration projects; \$558,200 to operate a full year (months 6 through 17) of a three-year demonstration service serving the North Oxnard and unincorporated County areas, the Vineyard-Rose route, and \$276,300 for the initial five months of a three-year demonstration service serving the Victoria Avenue corridor between Port Hueneme and Ventura. That service will commence in February 2013. For FY 2012-13, GCT also will make use of \$38,059 in preventive maintenance funds initially programmed for FY 2011-12.

Table 14 summarizes grant funds in the FY 2012-13 operating budget.

**TABLE 14**

**Grant Funded Revenue - FY 2012-13 Operating Budget**

<u>Planning Assistance - Federal</u>	<u>Total</u>	<u>Federal</u>	<u>Local</u>
Transit Service Administration and Support	\$ 405,000	\$ 324,000	\$ 81,000
Marketing & Passenger Awareness Activities	\$ 330,000	\$ 264,000	\$ 66,000
Coordinated Paratransit Administration	\$ 52,500	\$ 42,000	\$ 10,500
<u>Capital Assistance - Federal</u>			
ADA Paratransit Service	\$ 1,216,125	\$ 972,900	\$ 243,225
Preventive Maintenance	\$ 2,274,926	\$ 1,858,000	\$ 454,985
<b>TOTAL 5307 Formula Grant Funds</b>	<b>\$ 4,278,551</b>	<b>\$ 3,460,900</b>	<b>\$ 855,710</b>
<u>Operating Assistance - Federal CMAQ</u>			
Vineyard-Rose Demonstration Service - CMAQ	\$ 558,200	\$ 558,200	\$ -
Victoria Ave. Demonstration Service - CMAQ	\$ 312,204	\$ 276,300	\$ 35,904
	<u>\$ 870,404</u>	<u>\$ 834,500</u>	<u>\$ 35,904</u>
<u>STATE / LOCAL ASSISTANCE</u>			
	<u>Total</u>	<u>State</u>	<u>Local</u>
State Transit Assistance	\$ 220,000	\$ 220,000	\$ -

**Local Assistance**

Local Transportation Funds (LTF) is the single largest source of GCT funding for operating costs. The funds are generated through a state quarter-cent sales tax authorized by the state Transportation Development Act (TDA). LTF funds are allocated by VCTC to local jurisdictions through a formula set by VCTC. LTF funds must first be used to fund transit. Presently, when there are no unmet transit needs, as determined by VCTC, unused LTF funds are available for local use on street and road

projects. SB716, signed into law in 2009, will limit Ventura County LTF funds to transit use only by 2014 unless otherwise amended by a subsequent legislative proposal. LTF funds are used to fund GCT and other Ventura County transit programs such as, Metrolink commuter rail, VISTA intercity bus service, Ojai Trolley, Oxnard Harbor Beaches Dial-A-Ride and the maintenance of bus transfer centers and train stations.

LTF funds act as the balancing factor in the budget and also may be used as local matching funds for the FTA Section 5307 Funds to this urbanized area. The local support figures are based on the GCT Joint Powers Agreement (JPA), which establishes the following funding formulae:

- (1) Equitably apportioned, for fixed route service, among the member agencies on the basis of the estimated costs of fixed route service mileage planned to be provided within each member agency's territorial jurisdiction. The Board has determined a fixed route budget apportionment as follows:
  - For Operations and Maintenance cost, based on the budget year's fixed route service mileage
  - For Administrative costs, based on the prior year's fixed route service mileage.
- (2) For ADA paratransit service, computed for each member agency based on the estimated cost of the ADA paratransit service and the usage of service by residents of the member agency for the preceding January through December period.
- (3) For express or limited stop fixed route service, apportion mileage costs only to those member agencies that benefit from express or limited service stops within their respective jurisdictions.

In providing local assistance funding, the governing body of each member agency shall assign by resolution the portion of its LTF funds, or utilize such other funds as determined by the member agency, to finance its share of the annual operating budget and capital expenditure budget.

For FY 2012-13 LTF revenues available to GCT's member agencies are projected to be higher than FY 2011-12 and FY 2010-11 but still lower than in previous years; this reduction is the result of variable sales tax receipts.

After the financial records are audited at the end of any fiscal year, any unspent local transit assistance funds are identified and held as carryover for credit to the member agencies TDA allocation. Historically these funds have been credited to the member agencies in the year following completion of the audit; for example carryover from FY 2010-11 will be returned as a credit on the FY 2012-13 budget. The carryover from FY 2010-11 was \$1,382,132. The breakdown by member is listed in the second column of the lower chart of Table 17.

Table 15 shows the percentage apportionment of GCT's LTF revenues among our member jurisdictions from FY 2009-10 to FY 2012-13.

TABLE 15

**Gold Coast Transit  
FY 2012-13 Member Agency  
Funding Allocation Calculation**

<u>Member Agency</u>	<u>Total Revenue</u> <u>Mileage</u>	<u>FY 2012-13 FIXED</u> <u>ROUTE MILEAGE -</u>	<u>PRIOR YEAR</u> <u>FIXED ROUTE</u> <u>MILEAGE -</u>	<u>Blended FIXED</u> <u>ROUTE Member</u>	<u>Paratransit</u> <u>Boardings for</u> <u>Calendar 2011</u>	<u>Paratransit</u> <u>Service</u> <u>Member</u> <u>Allocation</u>
		<u>Operations &amp;</u> <u>Maintenance</u> <u>Allocation</u> <u>percentage</u>	<u>Administration</u> <u>&amp; Planning</u> <u>Allocation</u> <u>percentage</u>	<u>Contribution</u> <u>Allocation</u> <u>percentage</u>		
Ojai	26,161.3	1.426%	1.124%	1.377%	2,153	3.08%
Oxnard	978,060.5	53.323%	51.742%	53.063%	38,314	54.83%
Port Hueneme	55,906.2	3.048%	2.621%	2.978%	6,101	8.73%
Ventura	553,449.2	30.173%	31.140%	30.332%	20,238	28.96%
Ventura County	220,655.4	12.030%	13.373%	12.251%	3,074	4.40%
<b>TOTAL</b>	<b>1,834,232.6</b>	<b>100.00%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>69,880</b>	<b>100.00%</b>

+3,261 out of area boardings

TABLE 16

**Gold Coast Transit  
Member Agency Funding Participation  
July 1, 2012 to June 30, 2013**

<u>Member Agency</u>	<u>Fixed Route /</u> <u>Operations &amp;</u> <u>Maintenance</u>	<u>Fixed Route /</u> <u>Administration</u> <u>&amp; Planning</u>	<u>Paratransit</u>	<u>Capital</u> <u>Program</u>	<u>Gross</u> <u>Contribution</u> <u>for FY12-13</u>	<u>FY12-13</u> <u>Member</u> <u>Share</u>
Ojai	\$136,980	\$21,230	\$35,151	\$1,426	\$194,787	1.53%
Oxnard	\$5,121,096	\$977,099	\$625,536	\$53,323	\$6,777,054	53.22%
Port Hueneme	\$292,723	\$49,486	\$99,608	\$3,048	\$444,865	3.49%
Ventura	\$2,897,843	\$588,052	\$330,417	\$30,173	\$3,846,485	30.21%
Ventura County	\$1,155,345	\$252,546	\$50,188	\$12,030	\$1,470,109	11.55%
<b>TOTAL</b>	<b>\$9,603,987</b>	<b>\$1,888,413</b>	<b>\$1,140,900</b>	<b>\$100,000</b>	<b>\$12,733,300</b>	<b>100.00%</b>
Prior Year	\$8,522,827	\$1,750,473	\$1,160,300	\$0	\$11,433,600	100.00%



**TABLE 16 (continued)**

<u>Member Agency</u>	<u>Gross Contribution for FY12-13</u>	<u>LESS - Net Carryover applied to FY12-13</u>	<u>Less Demonstration Service Funding Allocation</u>	<u>Calculated Member Contribution for FY12-13</u>	<u>LESS - Non-TDA Commitments for FY12-13</u>	<u>NET Member TDA Allocation for FY12-13</u>	<u>FY12-13 Contribution Percentage</u>	<u>Adjusted FY12-13 Vote Weight</u>
Ojai	\$194,787	(\$15,067)	\$0	\$179,720	\$0	\$179,720	1.53%	1.64%
Oxnard	\$6,777,054	(\$704,718)	(\$409,904)	\$5,662,432	(\$300,000)	\$5,362,432	53.22%	49.99% *
Port Hueneme	\$444,865	(\$47,037)	(\$38,328)	\$359,500	(\$20,000)	\$339,500	3.49%	3.73%
Ventura	\$3,846,485	(\$466,546)	(\$104,726)	\$3,275,213	(\$200,000)	\$3,075,213	30.21%	32.30%
Ventura County	\$1,470,109	(\$148,764)	(\$281,542)	\$1,039,803		\$1,039,803	11.55%	12.35%
<b>TOTAL</b>	<b>\$12,733,300</b>	<b>(\$1,382,132)</b>	<b>(\$834,500)</b>	<b>\$10,516,668</b>	<b>(\$520,000)</b>	<b>\$9,996,668</b>	<b>100.00%</b>	<b>100.00%</b>
Prior Year	\$11,433,600	(\$835,495)	(\$728,000)	\$9,870,105	(\$445,000)	\$9,425,105	100.00%	100.00%

\* Note: GCT's Joint Powers Agreement states that "the weighted vote of any single Board member shall not, of itself, be given the value or effect of a majority vote."

	<u>Calculated Member Contribution for FY12-13</u>	<u>Ojai/County Adjustment *</u>	<u>Adjusted Member Contribution for FY12-13</u>
Ojai	\$179,720	(\$143,143)	\$36,577
Oxnard	\$5,662,432		\$5,662,432
Port Hueneme	\$359,500		\$359,500
Ventura	\$3,275,213		\$3,275,213
Ventura County	\$1,039,803	\$143,143	\$1,182,946
<b>TOTAL</b>	<b>\$10,516,668</b>	<b>\$0</b>	<b>\$10,516,668</b>

\* Per mutual agreement for FY 2012-13, Ojai will pay its share for Paratransit and Capital Reserve (\$36,577), and Ventura County will pay Ojai's fixed route share and receive the benefit of the carryover (\$143,143).

TABLE 17

**Gold Coast Transit  
Member Agency Local Funding Allocations by Service Mode  
FY 2009-10 through FY 2012-13**

<u>Fixed Route Allocation</u>	<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>
Ojai	0.75%	1.22%	1.38%	1.16%
Oxnard	50.16%	52.46%	53.06%	51.95%
Port Hueneme	2.60%	2.70%	2.98%	2.64%
Ventura	35.43%	31.81%	30.33%	31.12%
Ventura County	<u>11.07%</u>	<u>11.81%</u>	<u>12.25%</u>	<u>13.13%</u>
	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>
<u>Paratransit Allocation</u>	<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>
Ojai	2.75%	2.82%	2.70%	3.08%
Oxnard	49.39%	51.25%	54.20%	54.83%
Port Hueneme	13.18%	9.04%	8.09%	8.73%
Ventura	29.84%	33.18%	31.91%	28.96%
Ventura County	<u>4.84%</u>	<u>3.71%</u>	<u>3.10%</u>	<u>4.40%</u>
	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>
<u>Overall Allocation</u>	<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>
Ojai	0.92%	1.35%	1.31%	1.53%
Oxnard	50.09%	52.36%	52.19%	53.22%
Port Hueneme	3.51%	3.24%	3.19%	3.49%
Ventura	34.95%	31.93%	31.20%	30.21%
Ventura County	<u>10.53%</u>	<u>11.12%</u>	<u>12.11%</u>	<u>11.55%</u>
	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>

**APPENDIX A – Operational Unit Expenditures**

**TABLE 18**

**Expenditures: Fixed Route Operating Budget  
FY 2010-11 through FY 2012-13**

<b><u>FIXED ROUTE</u></b>	<b><u>FY10-11 Budget</u></b>	<b><u>FY10-11 Actuals</u></b>	<b><u>FY11-12 Budget</u></b>	<b><u>Proposed Budget FY12-13</u></b>	<b><u>% +/- FY13 vs. FY12</u></b>
<b><u>Employees</u></b>					
Salaries	5,498,400	5,250,023	5,864,400	6,622,300	+12.9%
Health Benefits	886,000	867,574	1,041,400	1,078,000	+3.5%
WCI	661,200	590,423	652,400	698,600	+7.1%
Retirement	1,031,200	960,070	1,217,200	1,353,800	+11.2%
Other Benefits	111,200	135,624	143,600	183,300	+27.6%
Uniforms	40,000	30,471	48,000	49,000	+2.1%
Medical Exams	26,000	26,456	31,000	31,500	+1.6%
Safety & Training	12,000	6,479	12,500	14,000	+12.0%
<b><u>Service/Supplies - Operational</u></b>					
Fuel/Lube	625,500	163,158	598,500	745,000	+24.5%
Tires	80,000	41,557	80,000	80,000	+0.0%
Supplies	11,000	7,026	10,000	10,000	+0.0%
Maintenance Agreements	10,000	7,578	10,000	14,000	+40.0%
<b><u>Service/Supplies - Support</u></b>					
Telephones/Utilities	<u>99,200</u>	<u>80,043</u>	<u>93,000</u>	<u>97,600</u>	+4.9%
<b>TOTAL</b>	<b>\$9,091,700</b>	<b>\$8,166,482</b>	<b>\$9,802,000</b>	<b>\$10,977,100</b>	<b>+12.0%</b>

TABLE 19

Expenditures: Maintenance Operating Budget  
FY 2010-11 through FY 2012-13

<u>MAINTENANCE</u>	<u>FY10-11</u> <u>Budget</u>	<u>FY10-11</u> <u>Actuals</u>	<u>FY11-12</u> <u>Budget</u>	<u>Proposed</u> <u>Budget</u> <u>FY12-13</u>	<u>% +/-</u> <u>FY13 vs.</u> <u>FY12</u>
<u>Employees</u>					
Salaries	1,017,500	1,056,484	1,124,100	1,287,200	+14.5%
Health Benefits	170,400	179,413	179,500	198,000	+10.3%
WCI	82,200	66,760	85,400	91,900	+7.6%
Retirement	198,000	206,582	242,000	264,500	+9.3%
Other Benefits	25,900	31,089	41,000	42,900	+4.6%
Uniforms	12,000	8,645	13,600	14,700	+8.1%
Medical Exams	6,000	3,134	5,700	6,000	+5.3%
Safety & Training	10,000	6,007	14,500	14,500	+0.0%
<u>Service/Supplies - Operational</u>					
Fuel/Lubricants	30,000	19,877	31,000	34,000	+9.7%
Tires	70,000	61,925	70,000	75,000	+7.1%
Repair Parts	535,000	467,495	583,000	600,000	+2.9%
CNG Fuel Station	170,000	35,870	170,000	170,000	+0.0%
Contract Repair	271,000	149,158	350,000	350,000	+0.0%
Supplies	120,700	98,042	119,200	125,300	+5.1%
Warranty Recovery	0	-5,425	0	0	+0.0%
<u>Service/Supplies - Support</u>					
Telephones/Utilities	52,500	41,860	52,200	52,200	+0.0%
Contract Services	69,000	57,992	68,000	68,000	+0.0%
<b>TOTAL</b>	<b>\$2,840,200</b>	<b>\$2,484,908</b>	<b>\$3,149,200</b>	<b>\$3,394,200</b>	<b>+7.8%</b>

TABLE 20

Expenditures: Administration Operating Budget  
FY 2010-11 through FY 2012-13

<b><u>ADMINISTRATION</u></b>	<b><u>FY10-11</u></b> <b><u>Budget</u></b>	<b><u>FY10-11</u></b> <b><u>Actuals</u></b>	<b><u>FY11-12</u></b> <b><u>Budget</u></b>	<b><u>Proposed</u></b> <b><u>Budget</u></b> <b><u>FY12-13</u></b>	<b><u>% +/-</u></b> <b><u>FY13 vs.</u></b> <b><u>FY12</u></b>
<b><u>Employees</u></b>					
Salaries	700,600	656,122	718,700	771,600	+7.4%
Health Benefits	90,300	79,937	81,400	103,100	+26.7%
WCI	5,700	5,108	5,500	5,500	+0.0%
Retirement	139,900	134,562	145,400	162,700	+11.9%
Other Benefits	33,500	32,753	34,900	37,900	+8.6%
Medical Exams	600	629	600	800	+33.3%
Safety & Training	33,500	29,105	37,000	43,500	+17.6%
<b><u>Service/Supplies - Support</u></b>					
Telephones/Utilities	24,200	19,568	23,300	23,300	+0.0%
Insurance	470,000	481,908	473,300	513,000	+8.4%
Contract Services	76,500	46,100	81,000	88,000	+8.6%
Supplies	64,500	77,207	70,100	74,000	+5.6%
Legal	37,000	65,856	73,000	93,000	+27.4%
Audit	24,000	17,613	22,000	23,000	+4.5%
Officers & Directors	40,000	25,532	40,000	36,000	(10.0%)
Dues	<u>35,000</u>	<u>32,666</u>	<u>35,000</u>	<u>36,000</u>	+2.9%
<b>Total</b>	<b>\$1,775,300</b>	<b>\$1,704,666</b>	<b>\$1,841,200</b>	<b>\$2,011,400</b>	<b>+9.2%</b>

TABLE 21

Expenditures: Paratransit & Planning and Marketing Operating Budget  
FY 2010-11 through FY 2012-13

<u>PLANNING AND MARKETING/ PARATRANSIT</u>	<u>FY10-11 Budget</u>	<u>FY10-11 Actuals</u>	<u>FY11-12 Budget</u>	<u>Proposed Budget FY12-13</u>	<u>% +/- FY13 vs. FY12</u>
<u>Employees</u>					
Salaries	474,100	394,017	610,000	570,300	(6.5%)
Health Benefits	48,100	43,950	68,500	65,000	(5.1%)
WCI	3,900	3,487	4,700	4,000	(14.9%)
Retirement	84,200	68,791	110,900	110,100	(0.7%)
Other Benefits	13,300	11,948	16,700	13,700	(18.0%)
Medical Exams	600	273	600	600	+0.0%
Safety & Training	4,000	4,116	7,000	10,000	+42.9%
<u>Service/Supplies - Operational</u>					
Paratransit Service Contract	2,200,000	1,828,105	2,218,200	2,090,700	(5.7%)
Fuel/Lubricants	94,200	64,193	72,900	79,600	+9.2%
Tickets/Schedules	57,500	76,053	56,000	63,000	+12.5%
Marketing	68,000	152,229	36,000	38,000	+5.6%
Contracts	10,000	3,714	10,000	16,000	+60.0%
OTC Facilities	11,000	10,631	11,500	11,500	+0.0%
<u>Service/Supplies - Support</u>					
Telephones/Utilities	2,000	2,225	2,000	3,000	+50.0%
Contract Services	<u>92,000</u>	<u>96,818</u>	<u>18,500</u>	<u>48,500</u>	+162.2%
TOTAL	\$3,162,900	\$2,760,551	\$3,243,500	\$3,124,000	(3.7%)
PARATRANSIT	\$2,415,100	\$2,001,304	\$2,424,700	\$2,309,600	(4.7%)
PLANNING AND MARKETING	\$747,800	\$759,247	\$818,800	\$814,400	(0.5%)

## GLOSSARY

**Audit** – GCT’s annual financial record audit performed by an independent CPA firm.

**CNG Fuel Station** – Maintenance and upgrade expenses related to GCT’s onsite CNG fueling station.

**Contracted Paratransit Service** – Contract for the GCT ACCESS paratransit service. This service has been provided by MV Transportation since June 28, 2008.

**Contract Repair** – Expenses incurred to repair vehicles, equipment and facilities through outside vendors. Major overhauls of engines, transmissions, parts, painting, oil/fuel testing and other repairs are charged to this line item.

**Contract Services** – Expenses include computer hardware/software maintenance; office equipment maintenance, off-site storage fees, temporary help, janitorial, security and landscape services.

**Dues** – Fees associated with professional memberships or subscriptions, such as the American Public Transit Association, National Safety Council, local Chambers of Commerce and California Transit Association.

**Employee Support** – Includes: salaries, health benefits, worker’s compensation insurance, retirement, life insurance, uniforms, medical exams and safety programs.

**Fuels/Lubricants** – CNG and lubricant products for GCT revenue and non-revenue vehicles. Also included are fuel taxes--GCT is required to pay State Excise taxes of \$.01/therms of CNG – as well as any alternative fuel excise tax credit earned.

**Health Benefits** – GCT portion of the health, dental and vision insurance premiums for employees.

**Insurance** – Liability insurance for vehicles, errors & omission, bonding, traveling, boiler, employer liability, etc.

**Legal** –GCT has an agreement with Nordman Cormany Hair & Compton to provide GCT’s General Counsel services. Also included are any employment counsel and special legal services.

**Maintenance Agreements** – Maintenance agreements include the two-way radio, radio repeater, and coin counting machine.

**Medical Exams** –The MOU’s provide for biannual physical examinations for all represented employees. Management and non-represented employees are provided an exam annually. New employees are given pre-employment exams and employees absent from work for significant periods of time are examined prior to their return to

work. Pre-employment physicals and exams of safety-sensitive personnel include a drug/alcohol screen, which is required by FTA regulations and GCT policy.

**Officers & Directors** – Expenses related to Board of Directors attendance at board and committee meetings, conferences and travel/per diem while attending conferences or meetings. Included are the costs incurred by management employees while attending approved meetings and conferences.

**OTC Facilities** – The Customer Service Center (CSC) at the Oxnard Transportation Center (OTC), which provides route and schedule information and other services for transit passengers.

**Other Benefits** – GCT's contribution for unemployment insurance, FICA/Medicare, Employee Assistance Program (EAP), life insurance for represented and non-represented employees and deferred compensation for the General Manager. The EAP is required as a part of GCT's Drug and Alcohol Program and the represented employee MOUs.

**Repair Parts** – Repair parts are the materials, parts and components used in repairing vehicles and equipment.

**Retirement** – GCT's contribution for its employees to the California Public Employee Retirement System (CalPERS). In accordance with GCT's Personnel Rules and MOUs, GCT presently pays the employee contribution for employees hired prior to November 2, 2011, as well as the full employer contribution. GCT provides to its employees the 2.7% @ 55 Full, Supplemental or Modified Formula Plan for Local Miscellaneous Employees.

**Risk Management** – Program to manage and reduce risk, especially industrial injuries.

**Safety Programs** – Annual safety awards function, incentive awards, training videos and similar activities.

**Salaries** – Salary and wages of all employees. For represented positions this includes current salary, agreed upon step increases, agreed upon longevity and bilingual pay. For non-represented positions this includes current wages, merit increases in accordance with the personnel policy, longevity and bilingual pay, and a projected cost of living increase, if any (to be determined by the Board of Directors).

**Schedules/Marketing** – This includes the GCT Bus Book, maps, tickets, passes and artwork for public information and promotional products. Also included are media advertising, printing of promotional brochures, participation in fairs, parades, promotions, Chamber of Commerce functions and other community outreach activities.

**Service/Supplies – Operational** – Items related to operations, including fuels/lubricants, tires, repair parts, CNG fuel station maintenance and upgrades,



contracted paratransit service, contract repair, supplies, schedules/marketing, OTC facilities and maintenance agreements.

**Service/Supplies – Support** – Items related to the support of GCT services, but which are not direct operational expenses. Includes telephones/utilities, insurance, contract services, supplies, legal, audit, officers and directors and dues.

**Supplies** – For Fixed Route, expenses includes cash handling supplies, repair of locks, gate openers, etc. For Maintenance, expenses includes miscellaneous repair parts, industrial gases, repair of farebox counting equipment, non-stock parts and other miscellaneous parts, printing materials, freight, mail/delivery services, non-vehicle maintenance, and janitorial supplies. Also included is the mechanics' tool allowance as per union contract. For administrative departments, expenses include office supplies, computer supplies, computer software/hardware, copier costs, postage, office printing, office furniture and other associated expenses.

**Telephones/Utilities** – Costs associated with communications services, as well as electric, gas, water and refuse charges for the facility.

**Tires** –New tires are required for the front axles of all buses. Recapped tires are typically purchased for the rear axles of the buses.

**Uniforms** – Uniforms are provided by contract to the maintenance and operation employees. Bus Operators are provided 3 pants, 5 shirts and a cap annually. Every other year jackets/sweaters are provided. Operations supervisors are provided 5 shirts, 3 pants, vest, tie and cap. Maintenance employees are provided rental uniforms cleaned and delivered by a vendor.

**Urbanized Area (UZA)** – The FTA has designated areas over 200,000 population as specific urbanized areas. GCT is part of the Oxnard-Ventura UZA.

**Workers' Compensation Insurance** – Premium for the required workers' compensation insurance provided to GCT by the California State Association of Counties-Excess Insurance Authority (CSAC-EIA).