

Committee Members
STEVE LADWIG
City of Trinidad
TAMI TRENT
City of Fortuna
MIKE WILSON
County of Humboldt

HTA Board Staff
GREG PRATT
General Manager
KATIE COLLENDER
Finance Manager



Humboldt Transit Authority
Finance and Operations Committee
HTA Conference Room - 133 V Street Eureka
AGENDA

Public Participation In-person or Teleconference
Microsoft Teams
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Meeting ID: 257 063 927 537
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Wednesday, May 26, 2023

11:00 AM

Committee Meeting

A. Call Meeting to Order

B. Roll Call & Introductions

C. Community Members Communication

Members of the community are invited to comment on items or issues not on the agenda.

D. New Business

1. Draft Fiscal Year 2023/2024 Budget

Staff: Katie Collender

Action Recommend: Review, Discuss, and if no Changes, Approve Draft Budget

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E. Adjournment

Humboldt Transit Authority (HTA) is committed to a policy of non-discrimination pursuant to the requirements of Title VI of the Civil Rights Act of 1964. Persons who require special accommodations, accessible seating, or documentation in alternative formats under the American with Disabilities Act or persons who require translation services (free of charge) should contact HTA at least two days prior to the meeting.

Humboldt Transit Authority (HTA) se compromete a una norma de no discriminación de acuerdo a los requisitos del Artículo VI del Acto Derechos Civiles de 1964. Las personas que requieren alojamiento especial de acuerdo con el American with Disabilities Act, o personas que requieren servicios de traducción (libre de cargo) deben comunicarse con HTA al menos dos días antes de la reunión.



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Finance and Operations Committee Members
FROM: Katie Collender, Finance Manager
DATE: May 26, 2023
SUBJECT: Draft Fiscal Year 2023/2024 Budget

Staff has completed the annual budget for the upcoming fiscal year. Through the budgeting process HTA examines its transactions closely, identifies service changes, gathers funding estimates, and considers economic forecasts to produce a balanced draft budget that anticipates how the agency will meet financial obligations in the upcoming year while striving towards its operational goals.

HTA is committed to rebuilding the ridership base lost during the pandemic. This will be accomplished by expanding outreach, simplifying fare processes, listening to community needs, and continuing to build public and private partnerships. Investment in technology will further this goal while increasing comfort and streamlining processes for riders. An accessible, convenient, affordable transit system benefits all residents of Humboldt County and these priorities are embedded in next year's budget.

Action Recommended: Review, Discuss, and if no Changes, Approve Draft Budget



1. Revenue

- a. Contract transportation is much higher as it now includes the Arcata operations revenue.
- b. In anticipation of the new fare structure, and with conservative ridership increases, there's only a slight increase in fares. If we achieve higher ridership, this will be even more favorable.
- c. After taking advertising in-house, revenue will more than double.
- d. HTA opted to use CARES rather than request a large increase from members last fiscal year, increasing contributions by only 3%. This year HTA requested a larger portion to make up for increased costs in RTS, 5%. The increases for SHI and WC followed the contractual structure agreed to in 2021. Staff withheld requesting more from the County for ETS, although with City of Eureka's LTF going largely to DAR this ended up requiring more Cares Act for that system.
- e. HTA's allocation of 5311 commuter and fixed route operating funds is only 2% more than the prior fiscal year, not on pace with costs. CalTRANS released more 5311(f) intercity operating funds to HTA this year for the Redwood Coast Express (RCX) route and concurrently allocated additional funding for SHI and WC.
- f. Cares Act funds were allocated to each system based on shortfalls from other revenue sources, encouragingly HTA requires less than last year in part due to advertising revenue and the TIRCP grant.
- g. STA and SGR allocations were larger in this fiscal year. The regional pools are shared between HTA and A&MRTS.
- h. LCTOP will be used for pass subsidies and ridership recruitment.
- i. Various percentages of current administrative positions whose workloads are displaced with TIRCP grant activities will be offset with that funding.
- j. The Samoa pilot program has ended and will not be renewed due to low ridership. Pending additional funding, HTA hopes to implement a microtransit alternative in the future.

2. Expenses

- a. Payroll
 - i. Employee pay rates will rise three percent at the start of the fiscal year per their bargaining agreements. It is anticipated that represented employees will request a classification and compensation study during the next negotiating cycle, which will not impact this fiscal year. An unrepresented position salary study is underway, with predictions budgeted.
 - ii. The contract for operating A&MRTS and the new Redwood Coast Express route will require more operators, reflected here.
 - iii. Insurance
 1. Worker's compensation insurance is holding fairly steady, partially due to HTA's favorable loss history.



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2. Health insurance costs continue to rise, landing mostly on HTA as it pays the full cost of the lowest premium at all dependent levels.
 3. There is a cost savings per employee in dental and life insurance after HTA changed carriers this year.
 - iv. CalPERS employer costs rose for PEPRAs and Classic employees.
 - b. Administration
 - i. Higher legal expenses are partially a result of the TIRCP grant, and funding is provided to offset.
 - ii. To correspond with this fiscal year's focus on ridership recruitment, the marketing budget was expanded.
 - iii. Under specialized services, the contract with CAE has been expanded past Dial-a-Ride services to include a pilot microtransit program in Eureka. This is made possible by the new dispatching software implemented in February.
 - c. Operations
 - i. CalTIP is budgeting for higher contributions, but HTA's favorable experience modification factor has mitigated some effects.
 - d. Maintenance
 - i. No significant changes expected aside from normal cost escalation.
 - e. Vehicles
 - i. Outside repair shops are charging more, increasing the contract repairs estimate.
 - ii. The per gallon cost of fuel continues to rise overall and will increase with the addition of more service.
 - f. Facilities
 - i. Software has become more expensive, especially as more companies have moved to a subscription billing model.
 - ii. HTA is prioritizing technology that improves the rider's experience, such as passenger communication tools and electronic transactions.
 3. Additional Information
 - a. Allocation percentages are based on actual vehicle miles from the prior year.
 - b. CARES funding has helped fill the void of decreased operational revenues, but it will come to an end. Staff are working on finding other sources to ensure a steady transition away from CARES reliance, especially through grant funding and communicating the need for ongoing operational funding from the state and federal governments.
 - c. High inflation continues to impact expenses for goods and services. Continued federal funds rate hikes have slowed this slightly, hopefully costs will stabilize during the upcoming year without a corresponding recession.

HUMBOLDT TRANSIT AUTHORITY
DRAFT BUDGET
2023-2024

| | Operations Total | Administration | Maintenance | Total | Prior Year | Difference | Percentage Change |
|--|---------------------|---------------------|---------------------|----------------------|---------------------|---------------------|----------------------|
| REVENUE | | | | | | | |
| Operating Revenue | | | | | | | |
| 400.40 Contract Transportation | \$ 729,253 | | | \$ 729,253 | \$ 196,369 | \$ 532,884 | ↑ 271% |
| 400.30 Fares | \$ 974,059 | | | \$ 974,059 | \$ 965,500 | \$ 8,559 | → 1% |
| Non-operating Revenues | | | | | | | |
| 410.10 Advertising Revenue | | \$ 175,000 | | \$ 175,000 | \$ 51,000 | \$ 124,000 | ↑ 243% |
| 410.80 Rent & Leases | | | | | | | |
| 414.00 LTF/JPA Member Assessment | \$ 4,004,736 | | | \$ 4,004,736 | \$ 3,565,864 | \$ 438,872 | ↑ 12% |
| 411.00 Federal Operating | \$ 1,171,341 | | | \$ 1,171,341 | \$ 895,422 | \$ 275,919 | ↑ 31% |
| 411.50 CARES Act | \$ 930,928 | | | \$ 930,928 | \$ 1,216,235 | \$ (285,307) | ↓ -23% |
| 412.00 State Operating Funds | | | | | | | |
| 412.01 STAF | \$ 413,940 | \$ 261,194 | \$ 451,649 | \$ 1,126,783 | \$ 1,045,522 | \$ 81,261 | → 8% |
| 412.02 SGR State OF Good Repair | \$ 42,000 | | \$ 180,784 | \$ 222,784 | \$ 203,147 | \$ 19,637 | → 10% |
| 412.03 LCTOP | \$ 373,000 | | | \$ 373,000 | \$ 360,372 | \$ 12,628 | → 4% |
| 412.04 TIRCP | | \$ 325,000 | | \$ 325,000 | | | |
| TOTAL REVENUE | \$ 8,639,257 | \$ 761,194 | \$ 632,433 | \$ 10,032,884 | \$ 8,499,431 | \$ 1,533,453 | ↑ 18% |
| DIRECT EXPENSE | | | | | | | |
| Payroll | | | | | | | |
| 680.00 Labor | | | | | | | |
| Administration | \$ 27,546 | \$ 947,556 | | \$ 975,102 | \$ 749,902 | \$ 225,200 | ↓ 30% |
| Maintenance | \$ 40,000 | | \$ 602,000 | \$ 642,000 | \$ 651,524 | \$ (9,524) | ↓ -1% |
| Operations | \$ 1,961,417 | | | \$ 1,961,417 | \$ 1,317,800 | \$ 643,617 | ↑ 49% |
| 680.1 Birthday | \$ 7,900 | \$ 3,100 | \$ 2,500 | \$ 13,500 | \$ 14,500 | \$ (1,000) | ↓ -7% |
| 680.6 Vacation | \$ 209,200 | \$ 121,500 | \$ 84,000 | \$ 414,700 | \$ 339,850 | \$ 74,850 | ↓ 22% |
| 680.2 Holiday Time | \$ 76,420 | \$ 31,000 | \$ 27,000 | \$ 134,420 | \$ 112,000 | \$ 22,420 | ↓ 20% |
| 670.00 Employment Taxes | \$ 40,625 | \$ 13,400 | \$ 12,100 | \$ 66,125 | \$ 56,000 | \$ 10,125 | ↓ 18% |
| 673.00 Worker's Comp Insurance | \$ 280,100 | \$ 16,500 | \$ 86,400 | \$ 383,000 | \$ 380,500 | \$ 2,500 | → 1% |
| 690.00 Health & Welfare | | | | | | | |
| 6042.1 Health and Dental | \$ 576,924 | \$ 197,000 | \$ 172,000 | \$ 945,924 | \$ 810,000 | \$ 135,924 | ↓ 17% |
| 6042.3 Vision | \$ 3,384 | \$ 4,700 | \$ 3,100 | \$ 11,184 | \$ 11,000 | \$ 184 | → 2% |
| 6042.4 Life | \$ 2,485 | \$ 800 | \$ 900 | \$ 4,185 | \$ 3,700 | \$ 485 | ↓ 13% |
| 6042.2 Retiree Health | \$ 168,000 | \$ 21,000 | \$ 9,500 | \$ 198,500 | \$ 180,000 | \$ 18,500 | ↓ 10% |
| 672.00 PERS Retirement | \$ 378,800 | \$ 102,000 | \$ 72,000 | \$ 552,800 | \$ 470,000 | \$ 82,800 | ↓ 18% |
| 674.00 Physicals/DMV/Backgrounds | \$ 9,700 | \$ 7,600 | \$ 1,700 | \$ 19,000 | \$ 15,250 | \$ 3,750 | ↓ 25% |
| General | | | | | | | |
| 603.00 Dues & Subscriptions | | \$ 4,000 | \$ 4,000 | \$ 8,000 | \$ 7,100 | \$ 900 | ↓ 13% |
| 604.00 General Operating Supplies | | \$ 5,000 | \$ 2,000 | \$ 7,000 | \$ 5,100 | \$ 1,900 | ↑ 37% |
| 609.00 Office Supplies | | \$ 10,200 | \$ 4,000 | \$ 14,200 | \$ 14,000 | \$ 200 | → 1% |
| 611.00 Printing Expense | \$ 500 | \$ 350 | \$ 1,800 | \$ 2,650 | \$ 2,500 | \$ 150 | ↓ 6% |
| 616.10 Meetings & Trainings | | \$ 48,000 | \$ 15,800 | \$ 63,800 | \$ 50,000 | \$ 13,800 | ↓ 28% |
| Administration | | | | | | | |
| 6120.00 Legal Expenses | | \$ 55,000 | | \$ 55,000 | \$ 25,000 | \$ 30,000 | ↓ 120% |
| 6121.00 Accounting & Bookkeeping | | \$ 22,000 | | \$ 22,000 | \$ 35,000 | \$ (13,000) | ↑ -37% |
| 6122.00 Outside consultants | | \$ 32,000 | | \$ 32,000 | \$ 75,000 | \$ (43,000) | ↑ -57% |
| 600.00 Marketing and Advertising | | \$ 50,000 | | \$ 50,000 | \$ 25,000 | \$ 25,000 | ↓ 100% |
| 602.00 Cost of Funds | \$ 6,240 | \$ 9,200 | | \$ 15,440 | \$ 13,000 | \$ 2,440 | ↓ 19% |
| 605.00 Property Insurance | | \$ 17,000 | | \$ 17,000 | \$ 20,000 | \$ (3,000) | ↑ -15% |
| 6052.00 ERMA Liability | | \$ 15,000 | | \$ 15,000 | \$ 17,000 | \$ (2,000) | ↑ -12% |
| 608.00 Mileage & Per Diem | | \$ 8,000 | \$ 3,000 | \$ 11,000 | \$ 11,000 | \$ - | → 0% |
| 610.00 Postage | | \$ 3,250 | | \$ 3,250 | \$ 2,750 | \$ 500 | ↓ 18% |
| 613.00 Service Charges | | \$ 1,000 | | \$ 1,000 | \$ 1,000 | \$ - | → 0% |
| 615.00 Specialized Services | \$ 979,223 | | | \$ 979,223 | \$ 964,917 | \$ 14,306 | → 1% |
| Operations | | | | | | | |
| 688.20 Uniforms & Shoes | \$ 8,410 | | \$ 2,100 | \$ 10,510 | \$ 6,500 | \$ 4,010 | ↓ 62% |
| 662.00 GFI -Ticket Stock & Equip | \$ 7,130 | | | \$ 7,130 | \$ 6,000 | \$ 1,130 | ↓ 19% |
| 663.00 Onboard WIFI | \$ 18,500 | | | \$ 18,500 | \$ 21,100 | \$ (2,600) | ↑ -12% |
| 661.00 Schedule Printing & Updates | \$ 550 | | | \$ 550 | \$ 600 | \$ (50) | ↑ -8% |
| 664.00 Liability & Vehicle Insurance | | | | | | | |
| 664 Premiums | \$ 353,614 | | \$ 6,700 | \$ 360,314 | \$ 341,700 | \$ 18,614 | ↓ 5% |
| 664.1 Deductibles | \$ 9,630 | | | \$ 9,630 | \$ 6,500 | \$ 3,130 | ↓ 48% |
| 666.00 Operations Supplies | \$ 2,060 | | | \$ 2,060 | \$ 2,000 | \$ 60 | → 3% |
| Maintenance | | | | | | | |
| 620.00 Gen. Maintenance Supplies | | | \$ 18,000 | \$ 18,000 | \$ 17,500 | \$ 500 | → 3% |
| 635.00 Shop Tools | | | \$ 24,000 | \$ 24,000 | \$ 22,000 | \$ 2,000 | ↓ 9% |
| 688.30 Safety Supplies & Gear | \$ 37,670 | \$ 2,800 | \$ 6,500 | \$ 46,970 | \$ 45,000 | \$ 1,970 | → 4% |
| 688.10 Uniforms - Shop | | | \$ 19,000 | \$ 19,000 | \$ 18,500 | \$ 500 | → 3% |
| Vehicles | | | | | | | |
| 651.00 Contract Repairs | \$ 44,000 | | \$ 2,500 | \$ 46,500 | \$ 38,000 | \$ 8,500 | ↓ 22% |
| 653.00 Fuel | \$ 950,000 | | \$ 12,000 | \$ 962,000 | \$ 629,000 | \$ 333,000 | ↓ 53% |
| 614.00 Special Studies/Permits | | | \$ 7,800 | \$ 7,800 | \$ 18,000 | \$ (10,200) | ↑ -57% |
| 655.00 Parts | \$ 282,000 | | \$ 5,000 | \$ 287,000 | \$ 235,000 | \$ 52,000 | ↓ 22% |
| 656.00 Small Tool Allowance | | | \$ 5,000 | \$ 5,000 | \$ 4,500 | \$ 500 | ↓ 11% |
| 657.00 Tires | \$ 149,000 | | \$ 2,000 | \$ 151,000 | \$ 147,998 | \$ 3,002 | → 2% |
| Facilities | | | | | | | |
| 601.00 Computer and Software | \$ 264,800 | | | \$ 264,800 | \$ 202,145 | \$ 62,655 | ↓ 31% |
| 630.00 Facility Contract Repairs | \$ 9,900 | | | \$ 9,900 | \$ 11,998 | \$ (2,098) | ↑ -17% |
| 631.00 Rentals & Leases | \$ 10,200 | | | \$ 10,200 | \$ 11,998 | \$ (1,798) | ↑ -15% |
| 632.00 Contract Maint. | \$ 67,800 | | | \$ 67,800 | \$ 79,500 | \$ (11,700) | ↑ -15% |
| 633.00 Utilities | \$ 64,200 | | | \$ 64,200 | \$ 74,998 | \$ (10,798) | ↑ -14% |
| 634.00 Gen Facility M & R | \$ 21,600 | | | \$ 21,600 | \$ 25,501 | \$ (3,901) | ↑ -15% |
| Total Direct Expense | \$ 7,069,528 | \$ 1,748,956 | \$ 1,214,400 | \$ 10,032,884 | \$ 8,499,431 | \$ 1,533,453 | ↓ 18% |
| Revenues minus Direct Expense | \$ 1,569,729 | \$ (987,762) | \$ (581,967) | \$ - | \$ - | \$ - | |
| Allocated Admin. & Maint. Costs | \$ 1,569,729 | | | | | | |
| Total Expenses including Indirect | \$ 8,325,311 | | | | | | |
| NET Total | \$ - | | | | | | |

Allocation Percentages
Admin. Allocation -987,762
Maint. Allocation -581,967
Total Allocations by service

NOTES: Admin & Maintenance Allocation Percentages are based on vehicle mileage.

HUMBOLDT TRANSIT AUTHORITY
DRAFT BUDGET
2023-2024

| | Redwood Transit System (RTS) | Eureka Transit System (ETS) | Southern Humboldt Intercity (SHI) | Willow Creek (WC) | AMRTS Operations & Maintenance | CTSA | Dial-A-Ride (DAR) Contract | Redwood Coast Express (RCX) | Operations Total | Administration | Maintenance | Total | Prior Year | Difference | Percentage Change |
|-----------------------------------|------------------------------|-----------------------------|-----------------------------------|-------------------|--------------------------------|-------------------|----------------------------|-----------------------------|---------------------|-------------------|-------------------|----------------------|---------------------|---------------------|-------------------|
| REVENUE | | | | | | | | | | | | | | | |
| Operating Revenue | | | | | | | | | | | | | | | |
| 400.40 Contract Transportation | \$ 119,800 | \$ 5,442 | | \$ 118 | \$ 603,893 | | | | \$ 729,253 | | | \$ 729,253 | \$ 196,369 | \$ 532,884 | ↑ 271% |
| 400.30 Fares | \$ 593,140 | \$ 219,386 | \$ 51,423 | \$ 27,732 | | \$ 72,378 | | \$ 10,000 | \$ 974,059 | | | \$ 974,059 | \$ 965,500 | \$ 8,559 | → 1% |
| Non-operating Revenues | | | | | | | | | | | | | | | |
| 410.10 Advertising Revenue | | | | | | | | | | \$ 175,000 | | \$ 175,000 | \$ 51,000 | \$ 124,000 | ↑ 243% |
| 410.80 Rent & Leases | | | | | | | | | | | | | | | |
| 414.00 LTF/JPA Member Assessment | \$ 1,783,512 | \$ 268,158 | \$ 626,803 | \$ 303,944 | | \$ 133,246 | \$ 889,073 | | \$ 4,004,736 | | | \$ 4,004,736 | \$ 3,565,864 | \$ 438,872 | ↑ 12% |
| 411.00 Federal Operating | \$ 503,971 | \$ 104,598 | \$ 300,000 | \$ 152,841 | | | | \$ 109,931 | \$ 1,171,341 | | | \$ 1,171,341 | \$ 895,422 | \$ 275,919 | ↑ 31% |
| 411.50 CARES Act | \$ 180,937 | \$ 367,094 | \$ 57,752 | \$ 140,276 | | \$ 96,117 | | \$ 88,752 | \$ 930,928 | | | \$ 930,928 | \$ 1,216,235 | \$ (285,307) | ↓ -23% |
| 412.00 State Operating Funds | | | | | | | | | | | | | | | |
| 412.01 STAF | \$ 268,940 | | \$ 10,000 | | | \$ 45,750 | \$ 89,250 | | \$ 413,940 | \$ 261,194 | \$ 451,649 | \$ 1,126,783 | \$ 1,045,522 | \$ 81,261 | → 8% |
| 412.02 SGR State OF Good Repair | | | | | | \$ 42,000 | | | \$ 42,000 | | \$ 180,784 | \$ 222,784 | \$ 203,147 | \$ 19,637 | → 10% |
| 412.03 LCTOP | \$ 228,000 | \$ 110,000 | \$ 15,000 | \$ 20,000 | | | | | \$ 373,000 | | | \$ 373,000 | \$ 360,372 | \$ 12,628 | → 4% |
| 412.04 TIRCP | | | | | | | | | | \$ 325,000 | | \$ 325,000 | | | |
| TOTAL REVENUE | \$ 3,678,300 | \$ 1,074,678 | \$ 1,060,978 | \$ 644,911 | \$ 603,893 | \$ 389,491 | \$ 978,323 | \$ 208,683 | \$ 8,639,257 | \$ 761,194 | \$ 632,433 | \$ 10,032,884 | \$ 8,499,431 | \$ 1,533,453 | ↑ 18% |
| DIRECT EXPENSE | | | | | | | | | | | | | | | |
| Payroll | | | | | | | | | | | | | | | |
| 680.00 Labor | | | | | | | | | | | | | | | |
| Administration | | | | | | | | \$ 27,546 | \$ 27,546 | \$ 947,556 | | \$ 975,102 | \$ 749,902 | \$ 225,200 | ↓ 30% |
| Maintenance | | | | | | | | \$ 40,000 | \$ 40,000 | | \$ 602,000 | \$ 642,000 | \$ 651,524 | \$ (9,524) | ↓ -1% |
| Operations | \$ 1,076,000 | \$ 250,000 | \$ 250,000 | \$ 130,000 | \$ 202,417 | | | \$ 53,000 | \$ 1,961,417 | | | \$ 1,961,417 | \$ 1,317,800 | \$ 643,617 | ↓ 49% |
| 680.1 Birthday | \$ 4,000 | \$ 900 | \$ 900 | \$ 500 | \$ 700 | | | \$ 900 | \$ 7,900 | \$ 3,100 | \$ 2,500 | \$ 13,500 | \$ 14,500 | \$ (1,000) | ↑ -7% |
| 680.6 Vacation | \$ 114,000 | \$ 25,000 | \$ 25,000 | \$ 18,000 | \$ 22,000 | | | \$ 5,200 | \$ 209,200 | \$ 121,500 | \$ 84,000 | \$ 414,700 | \$ 339,850 | \$ 74,850 | ↓ 22% |
| 680.2 Holiday Time | \$ 42,000 | \$ 9,500 | \$ 9,500 | \$ 6,000 | \$ 7,500 | | | \$ 1,920 | \$ 76,420 | \$ 31,000 | \$ 27,000 | \$ 134,420 | \$ 112,000 | \$ 22,420 | ↓ 20% |
| 670.00 Employment Taxes | \$ 22,100 | \$ 5,000 | \$ 5,000 | \$ 3,000 | \$ 4,500 | | | \$ 1,025 | \$ 40,625 | \$ 13,400 | \$ 12,100 | \$ 66,125 | \$ 56,000 | \$ 10,125 | ↓ 18% |
| 673.00 Worker's Comp Insurance | \$ 170,600 | \$ 27,500 | \$ 27,500 | \$ 22,300 | \$ 25,200 | | | \$ 7,000 | \$ 280,100 | \$ 16,500 | \$ 86,400 | \$ 383,000 | \$ 380,500 | \$ 2,500 | → 1% |
| 690.00 Health & Welfare | | | | | | | | | | | | | | | |
| 6042.1 Health and Dental | \$ 192,352 | \$ 113,886 | \$ 113,886 | \$ 65,000 | \$ 73,100 | | | \$ 18,700 | \$ 576,924 | \$ 197,000 | \$ 172,000 | \$ 945,924 | \$ 810,000 | \$ 135,924 | ↓ 17% |
| 6042.3 Vision | \$ 1,100 | \$ 680 | \$ 680 | \$ 340 | \$ 430 | | | \$ 154 | \$ 3,384 | \$ 4,700 | \$ 3,100 | \$ 11,184 | \$ 11,000 | \$ 184 | → 2% |
| 6042.4 Life | \$ 825 | \$ 500 | \$ 500 | \$ 270 | \$ 310 | | | \$ 80 | \$ 2,485 | \$ 800 | \$ 900 | \$ 4,185 | \$ 3,700 | \$ 485 | ↓ 13% |
| 6042.2 Retiree Health | \$ 82,000 | \$ 37,000 | \$ 37,000 | \$ 12,000 | | | | | \$ 168,000 | \$ 21,000 | \$ 9,500 | \$ 198,500 | \$ 180,000 | \$ 18,500 | ↓ 10% |
| 672.00 PERS Retirement | \$ 224,400 | \$ 47,500 | \$ 47,500 | \$ 20,400 | \$ 34,000 | | | \$ 5,000 | \$ 378,800 | \$ 102,000 | \$ 72,000 | \$ 552,800 | \$ 470,000 | \$ 82,800 | ↓ 18% |
| 674.00 Physicals/DMV/Backgrounds | \$ 4,500 | \$ 2,500 | \$ 1,000 | \$ 500 | \$ 700 | | | \$ 500 | \$ 9,700 | \$ 7,600 | \$ 1,700 | \$ 19,000 | \$ 15,250 | \$ 3,750 | ↓ 25% |
| General | | | | | | | | | | | | | | | |
| 603.00 Dues & Subscriptions | | | | | | | | | | \$ 4,000 | \$ 4,000 | \$ 8,000 | \$ 7,100 | \$ 900 | ↓ 13% |
| 604.00 General Operating Supplies | | | | | | | | | | \$ 5,000 | \$ 2,000 | \$ 7,000 | \$ 5,100 | \$ 1,900 | ↓ 37% |
| 609.00 Office Supplies | | | | | | | | | | \$ 10,200 | \$ 4,000 | \$ 14,200 | \$ 14,000 | \$ 200 | → 1% |
| 611.00 Printing Expense | | | | | | \$ 500 | | | \$ 500 | \$ 350 | \$ 1,800 | \$ 2,650 | \$ 2,500 | \$ 150 | ↓ 6% |
| 616.10 Meetings & Trainings | | | | | | | | | | \$ 48,000 | \$ 15,800 | \$ 63,800 | \$ 50,000 | \$ 13,800 | ↓ 28% |
| Administration | | | | | | | | | | | | | | | |
| 6120.00 Legal Expenses | | | | | | | | | | \$ 55,000 | | \$ 55,000 | \$ 25,000 | \$ 30,000 | ↓ 120% |
| 6121.00 Accounting & Bookkeeping | | | | | | | | | | \$ 22,000 | | \$ 22,000 | \$ 35,000 | \$ (13,000) | ↑ -37% |
| 6122.00 Outside consultants | | | | | | | | | | \$ 32,000 | | \$ 32,000 | \$ 75,000 | \$ (43,000) | ↑ -57% |
| 600.00 Marketing and Advertising | | | | | | | | | | \$ 50,000 | | \$ 50,000 | \$ 25,000 | \$ 25,000 | ↓ 100% |
| 602.00 Cost of Funds | \$ 3,000 | \$ 700 | \$ 700 | \$ 320 | \$ 700 | \$ 820 | | | \$ 6,240 | \$ 9,200 | | \$ 15,440 | \$ 13,000 | \$ 2,440 | ↓ 19% |
| 605.00 Property Insurance | | | | | | | | | | \$ 17,000 | | \$ 17,000 | \$ 20,000 | \$ (3,000) | ↑ -15% |
| 6052.00 ERMA Liability | | | | | | | | | | \$ 15,000 | | \$ 15,000 | \$ 17,000 | \$ (2,000) | ↑ -12% |
| 608.00 Mileage & Per Diem | | | | | | | | | | \$ 8,000 | \$ 3,000 | \$ 11,000 | \$ 11,000 | \$ - | → 0% |
| 610.00 Postage | | | | | | | | | | \$ 3,250 | | \$ 3,250 | \$ 2,750 | \$ 500 | ↓ 18% |
| 613.00 Service Charges | | | | | | | | | | \$ 1,000 | | \$ 1,000 | \$ 1,000 | \$ - | → 0% |
| 615.00 Specialized Services | \$ 500 | \$ 100 | \$ 100 | \$ 50 | \$ 50 | \$ 100 | \$ 978,323 | | \$ 979,223 | | | \$ 979,223 | \$ 964,917 | \$ 14,306 | → 1% |

HUMBOLDT TRANSIT AUTHORITY
DRAFT BUDGET
2023-2024

| | Redwood Transit System (RTS) | Eureka Transit System (ETS) | Southern Humboldt Intercity (SHI) | Willow Creek (WC) | AMRTS Operations & Maintenance | CTSA | Dial-A-Ride (DAR) Contract | Redwood Coast Express (RCX) | Operations Total | Administration | Maintenance | Total | Prior Year | Difference | Percentage Change |
|--|------------------------------|-----------------------------|-----------------------------------|-------------------|--------------------------------|--------------|----------------------------|-----------------------------|------------------|----------------|--------------|---------------|--------------|--------------|-------------------|
| Operations | | | | | | | | | | | | | | | |
| 688.20 Uniforms & Shoes | \$ 4,500 | \$ 2,100 | \$ 700 | \$ 450 | \$ 450 | | | \$ 210 | \$ 8,410 | | \$ 2,100 | \$ 10,510 | \$ 6,500 | \$ 4,010 | ↓ 62% |
| 662.00 GFI -Ticket Stock & Equip | \$ 3,000 | \$ 1,500 | \$ 1,500 | \$ 600 | \$ 30 | \$ 500 | | | \$ 7,130 | | | \$ 7,130 | \$ 6,000 | \$ 1,130 | ↓ 19% |
| 663.00 Onboard WIFI | \$ 9,500 | \$ 4,800 | \$ 3,000 | \$ 1,200 | | | | | \$ 18,500 | | | \$ 18,500 | \$ 21,100 | \$ (2,600) | ↑ -12% |
| 661.00 Schedule Printing & Updates | \$ 300 | \$ 100 | \$ 100 | \$ 50 | | | | | \$ 550 | | | \$ 550 | \$ 600 | \$ (50) | ↑ -8% |
| 664.00 Liability & Vehicle Insurance | | | | | | | | | | | | | | | |
| 664.00 Premiums | \$ 194,616 | \$ 40,392 | \$ 40,392 | \$ 18,360 | | \$ 47,736 | | \$ 12,118 | \$ 353,614 | | \$ 6,700 | \$ 360,314 | \$ 341,700 | \$ 18,614 | ↓ 5% |
| 664.1 Deductibles | \$ 5,300 | \$ 1,100 | \$ 1,100 | \$ 500 | | \$ 1,300 | | \$ 330 | \$ 9,630 | | | \$ 9,630 | \$ 6,500 | \$ 3,130 | ↓ 48% |
| 666.00 Operations Supplies | \$ 1,000 | \$ 500 | \$ 300 | \$ 135 | \$ 125 | | | | \$ 2,060 | | | \$ 2,060 | \$ 2,000 | \$ 60 | → 3% |
| Maintenance | | | | | | | | | | | | | | | |
| 620.00 Gen. Maintenance Supplies | | | | | | | | | | | \$ 18,000 | \$ 18,000 | \$ 17,500 | \$ 500 | → 3% |
| 635.00 Shop Tools | | | | | | | | | | | \$ 24,000 | \$ 24,000 | \$ 22,000 | \$ 2,000 | ↓ 9% |
| 688.30 Safety Supplies & Gear | \$ 13,000 | \$ 7,000 | \$ 4,200 | \$ 1,700 | \$ 5,050 | \$ 6,720 | | | \$ 37,670 | \$ 2,800 | \$ 6,500 | \$ 46,970 | \$ 45,000 | \$ 1,970 | → 4% |
| 688.10 Uniforms - Shop | | | | | | | | | | | \$ 19,000 | \$ 19,000 | \$ 18,500 | \$ 500 | → 3% |
| Vehicles | | | | | | | | | | | | | | | |
| 651.00 Contract Repairs | \$ 16,000 | \$ 8,000 | \$ 7,000 | \$ 5,000 | \$ 7,000 | \$ 1,000 | | | \$ 44,000 | | \$ 2,500 | \$ 46,500 | \$ 38,000 | \$ 8,500 | ↓ 22% |
| 653.00 Fuel | \$ 420,000 | \$ 180,000 | \$ 175,000 | \$ 150,000 | | | | \$ 25,000 | \$ 950,000 | | \$ 12,000 | \$ 962,000 | \$ 629,000 | \$ 333,000 | ↓ 53% |
| 614.00 Special Studies/Permits | | | | | | | | | | | \$ 7,800 | \$ 7,800 | \$ 18,000 | \$ (10,200) | ↑ -57% |
| 655.00 Parts | \$ 105,000 | \$ 45,000 | \$ 44,000 | \$ 25,000 | \$ 45,000 | \$ 12,000 | | \$ 6,000 | \$ 282,000 | | \$ 5,000 | \$ 287,000 | \$ 235,000 | \$ 52,000 | ↓ 22% |
| 656.00 Small Tool Allowance | | | | | | | | | | | \$ 5,000 | \$ 5,000 | \$ 4,500 | \$ 500 | ↓ 11% |
| 657.00 Tires | \$ 72,000 | \$ 26,000 | \$ 27,000 | \$ 20,000 | | | | \$ 4,000 | \$ 149,000 | | \$ 2,000 | \$ 151,000 | \$ 147,998 | \$ 3,002 | → 2% |
| Facilities | | | | | | | | | | | | | | | |
| 601.00 Computer and Software | \$ 35,800 | \$ 35,800 | \$ 35,800 | \$ 35,800 | \$ 35,800 | \$ 85,800 | | | \$ 264,800 | | | \$ 264,800 | \$ 202,145 | \$ 62,655 | ↓ 31% |
| 630.00 Facility Contract Repairs | \$ 1,650 | \$ 1,650 | \$ 1,650 | \$ 1,650 | \$ 1,650 | \$ 1,650 | | | \$ 9,900 | | | \$ 9,900 | \$ 11,998 | \$ (2,098) | ↑ -17% |
| 631.00 Rentals & Leases | \$ 1,700 | \$ 1,700 | \$ 1,700 | \$ 1,700 | \$ 1,700 | \$ 1,700 | | | \$ 10,200 | | | \$ 10,200 | \$ 11,998 | \$ (1,798) | ↑ -15% |
| 632.00 Contract Maint. | \$ 11,300 | \$ 11,300 | \$ 11,300 | \$ 11,300 | \$ 11,300 | \$ 11,300 | | | \$ 67,800 | | | \$ 67,800 | \$ 79,500 | \$ (11,700) | ↑ -15% |
| 633.00 Utilities | \$ 10,700 | \$ 10,700 | \$ 10,700 | \$ 10,700 | \$ 10,700 | \$ 10,700 | | | \$ 64,200 | | | \$ 64,200 | \$ 74,998 | \$ (10,798) | ↑ -14% |
| 634.00 Gen Facility M & R | \$ 3,600 | \$ 3,600 | \$ 3,600 | \$ 3,600 | \$ 3,600 | \$ 3,600 | | | \$ 21,600 | | | \$ 21,600 | \$ 25,501 | \$ (3,901) | ↑ -15% |
| Total Direct Expense | \$ 2,846,343 | \$ 902,008 | \$ 888,308 | \$ 566,425 | \$ 494,012 | \$ 185,426 | \$ 978,323 | \$ 208,683 | \$ 7,069,528 | \$ 1,748,956 | \$ 1,214,400 | \$ 10,032,884 | \$ 8,499,431 | \$ 1,533,453 | ↓ 18% |
| Revenues minus Direct Expense | \$ 831,957 | \$ 172,670 | \$ 172,670 | \$ 78,486 | \$ 109,881 | \$ 204,065 | \$ - | \$ - | \$ 1,569,729 | \$ (987,762) | \$ (581,967) | \$ - | \$ - | | |
| Allocated Admin. & Maint. Costs | \$ 831,957 | \$ 172,670 | \$ 172,670 | \$ 78,486 | \$ 109,881 | \$ 204,065 | | | \$ 1,569,729 | | | | | | |
| Total Expenses including Indirect | \$ 3,678,300 | \$ 1,074,678 | \$ 1,060,978 | \$ 644,911 | \$ 494,012 | \$ 185,426 | \$ 978,323 | \$ 208,683 | \$ 8,325,311 | | | | | | |
| NET Total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | |
| Allocation Percentages | 53% | 11% | 11% | 5% | 7% | 13% | | | | | | | | | |
| Admin. Allocation -987,762 | \$ (523,514) | \$ (108,654) | \$ (108,654) | \$ (49,388) | \$ (69,143) | \$ (128,409) | | | | | | | | | |
| Maint. Allocation -581,967 | \$ (308,443) | \$ (64,016) | \$ (64,016) | \$ (29,098) | \$ (40,738) | \$ (75,656) | | | | | | | | | |
| Total Allocations by service | \$ (831,957) | \$ (172,670) | \$ (172,670) | \$ (78,486) | \$ (109,881) | \$ (204,065) | | | | | | | | | |

NOTES: Admin & Maintenance Allocation Percentages are based on vehicle mileage.

NOTES: AMRTS and DAR are contracted and administered by HTA. Maintenance and Administration costs are part of the contracts and are subtracted prior to allocations.