

Adopted Budget - FY 2021

Transportation

Calculation of Contribution to(from) Fund Balance/General Fund

	Adopted Budget FY 2020	Adopted Budget FY 2021
<b>Estimated Revenue</b>		
Rev-Use Money/Property	16,000	15,500
Charges for Services	353,600	342,000
Miscellaneous Revenue	4,800	4,800
Non-Revenue Receipts	471,980	479,680
	0	0
Cat Aid State	632,200	687,990
Cat Aid Federal	1,836,000	2,015,630
Transfer from Fund Balance	0	366,950
<b>Total Estimated Revenue</b>	<b>3,314,580</b>	<b>3,912,550</b>
<b>Operating Expenses</b>		
Mass Transit Services	3,488,680	3,933,810
MASS TRANSIT DEMO GRANT	0	0
<b>Total Operating Expenses</b>	<b><u>3,488,680</u></b>	<b><u>3,933,810</u></b>
Net Operating Income (Loss)	-174,100	-21,260
Add:		
Depreciation	690,000	797,220
Deduct:		
Debt Service Principal	110	40
Capital Expenditures from Current Operating Funds	780,420	775,920
<b>Calculation of Contribution to(from) Fund Balance/General Fund</b>	<b><u>(264,630)</u></b>	<b><u>(0)</u></b>

**REVENUE – USE OF MONEY/PROPERTY:** This revenue provides for Interest on Investments and Rental Income. **CHARGES FOR SERVICES:** This revenue source is generated from the \$1 base fare and half fare for fixed route service, \$2 one-way trip fare for the Handivan service and \$4 one-way trip fare for the Reserve-a-Ride service. **NON-REVENUE RECEIPTS:** This is a contra-revenue which represents the cost allocation for administrative services. Since the Transportation Fund requires a General Fund subsidy, the allocation of administrative expenses are budgeted both as a revenue and as an expenditure. This provides a method to report and receive state and federal operating aid for these expenditures. **CATEGORIAL AID STATE:** This revenue stream represent the state share of operating and capital expenses for the transit system. **CATEGORIAL AID FEDERAL:** This revenue stream represent the federal share of operating and capital expenses for the transit system. **TRANSFER IN:** This revenue reflects the differential between cash fares, federal and state aid for the operation of the mass transit system. For fiscal years prior to FY 2021, this represents a Transfer In From General Fund. For FY 2021, the transfer is from Transportation Unreserved Fund Balance due to anticipated CARES Act funding. The appropriation will be approved prior to the end of FY 2020 and will cover expenditures beginning January 2020. The balance of unexpended funding will be carried forward to FY 2021 and used to cover expenditures until all CARES Act funding is expended. Since it is not known the amount of the carryforward and therefore Transportation Fund may not need General Fund support for FY 2021, the transfer from unreserved fund balance is replacing the Transfer In From General Fund. **OTHER:** This revenue includes advertising revenues and gain on disposal of property.

The amount of the transfer from Unreserved Fund Balance is higher than previous years' Transfer from the General Fund and is directly related to pay compensation study recommendations, the reassignment of the Parks and Recreation Grants Specialist position that previously administered the Senior Transportation Program to the Mass Transit Division and the loss of state Senior Transportation Assistance Program funds. Earlier this year the state informed all localities that senior transportation funding would be limited to a three-year period and because Danville received funds for the past three years, it could not receive additional aid.

The chart below does not include revenues related to the proposed Regional Bus Service. Revenues and expenditures are shown separately on page 9-9.

**Revenues**

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues:</b>					
Revenue Use Money & Property	\$ 15,460	\$ 17,026	\$ 16,000	\$ 15,500	\$ (500)
Charges for Services	364,247	355,916	353,600	342,000	(11,600)
Misc Revenue	(9,948)	6,278	4,800	4,800	-
Non-Revenue Receipts	259,350	379,730	471,980	479,680	7,700
Cat Aid State	433,110	593,341	632,200	687,990	55,790
Cat Aid Federal	609,543	2,007,389	1,836,000	2,015,630	179,630
Transfer In	230,660	282,900	264,630	366,950	102,320
<b>Totals</b>	<b>\$ 1,902,422</b>	<b>\$ 3,642,580</b>	<b>\$ 3,579,210</b>	<b>\$ 3,912,550</b>	<b>\$ 333,340</b>

**Description**

The Danville Transit System strives to provide safe, reliable, courteous public transportation through its fixed route and reservation based operations. During FY20 fixed route service was expanded to include the airport as part of the Averett Cougar Express operation and an assessment will be completed to evaluate the viability of linking certain bus routes to Southwyck Shopping Plaza. Also, during FY20 reservation based operational constraints increased greatly due to a driver shortage that created a two to three week delay in which transit staff could process reservations for service.

**Expenditures**

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Expenditures:</b>					
Personnel Services	\$ 1,082,977	\$ 1,132,678	\$ 1,166,100	\$ 1,604,710	\$ 438,610
Employee Benefits	161,486	162,259	201,550	215,290	13,740
Purchased Services	201,585	248,097	252,230	282,920	30,690
Internal Service	119,331	113,007	131,190	144,410	13,220
Other Operating Exp	295,473	355,139	318,180	409,570	91,390
Cost Allocation	259,350	379,730	471,980	479,680	7,700
Depreciation	582,681	676,873	690,000	797,220	107,220
Debt Service	19	14	10	10	-
<b>Totals</b>	<b>\$ 2,702,902</b>	<b>\$ 3,067,797</b>	<b>\$ 3,231,240</b>	<b>\$ 3,933,810</b>	<b>\$ 702,570</b>

**Personnel**

Airport staff assist with mass transit grounds keeping duties such as maintaining bus shelters and bus stops, transporting vehicles to outside contractors for scheduled and unscheduled maintenance activities and completing bank deposits. The budget identifies that 10% of staff's time is dedicated to support these activities.

Salary for the Director of Transportation Services is allocated 50% to Airport operations in the General Fund. Also, Transit Drivers are used in the Expanded Paratransit operation.

<b>Position Title</b>	<b>FY 2019 FTEs</b>	<b>FY 2020 FTEs</b>	<b>FY 2021 FTEs</b>
SENIOR ADMINISTRATIVE ASSISTANT	0.570	0.570	0.570
AIRPORT MNTNC/SECURITY TCH I	0.100	0.100	0.100
AIRPORT MAINTEN/SECURITY TCH II	0.100	0.100	0.100
TRANSPORTATION BLD & GRDS SUPT	0.100	0.100	0.100
ACCOUNT CLERK	1.500	1.500	2.000
GRANTS SPECIALIST	-	0.700	-
SENIOR ACCOUNT CLERK	1.000	1.000	1.000
TRANSIT DRIVER II	30.240	32.200	35.500
TRANSPORTATION DISPATCHER	1.000	1.000	1.000
TRANSPORTATION SUPERVISOR	2.000	2.000	2.000
DIVISION DIR OF TRANS SERV	1.000	1.000	1.000
DIR OF TRANSPORTATION SRVCS	0.500	0.500	0.500
TRANSP GRANT SPECIALIST	-	-	1.000
<b>Total</b>	<b>38.110</b>	<b>40.770</b>	<b>44.870</b>

**Description**

For FY2020, Danville Transit intends to obtain federal and state capital aid to replace four vehicles used in reservation-based operations and replace two buses for fixed route service. In addition, federal and state funding is desired to replace the transit mechanic's 15 year old pickup truck and snow plow and flooring at the Transfer Center on Spring Street. Also, funding is requested to replace twelve tablets that are used in conjunction with the transit system's automated scheduling software and mobile dispatch functions.

**Expenditures**

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Expenditures:</b>					
Personnel Services	\$ 8,439	\$ -	\$ -	\$ -	
Purchased Services	91,475	121,987	203,000	12,000	(191,000)
Internal Services	1,443	-	-	-	
Other Operating Exp	11,467	3,269	-	-	-
Capital Outlay	588,857	595,854	577,420	763,920	186,500
<b>Totals</b>	<b>\$ 701,681</b>	<b>\$ 721,110</b>	<b>\$ 780,420</b>	<b>\$ 775,920</b>	<b>\$ (4,500)</b>

**Description**

This operation provides for principal payments for Mass Transit debt.

**Expenditures**

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Expenditures:</b>					
Debt Service	\$ 91	\$ 96	\$ 110	\$ 40	\$ (70)
<b>Totals</b>	<b>\$ 91</b>	<b>\$ 96</b>	<b>\$ 110</b>	<b>\$ 40</b>	<b>\$ (70)</b>

**Description**

Since October 2012, Danville Transit has directly operated bus service for the city’s Senior Transportation program. This operation is a coordinated effort with the Southern Area Agency on Aging due to shared resources including the use of vehicles and manpower. Federal transit funding levels for this service have remained consistent through FY2020, however state transit funding through the New Freedom grant program was reduced by \$46,000 during FY2018. In addition, the city is not eligible to obtain state Senior Transportation Assistance Program aid during FY2021 through the Virginia Department of Rail and Public Transportation since funding from this grant program was received for the past three years. The state also informed the city to include expenses related to the senior transportation service with other transit services as part of the FY2021 budget due to the loss of these funds..

**Expenditures**

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Expenditures:</b>					
Personnel Services	\$ 129,323	\$ 157,667	\$ 165,000	\$ -	\$ (165,000)
Employee Benefits	9,893	26,009	24,490	-	(24,490)
Purchased Services	-	26,846	30,000	-	(30,000)
Internal Service	10,915	8,575	9,950	-	(9,950)
Other Operating Exp	23,900	25,581	28,000	-	(28,000)
<b>Totals</b>	<b>\$ 174,031</b>	<b>\$ 244,678</b>	<b>\$ 257,440</b>	<b>\$ -</b>	<b>\$ (257,440)</b>

**Personnel**

Prior years personnel service expenditures related to driver wages and part-time staff who completed dispatch and administrative duties. Personnel as shown in Mass Transit Services were shared with the Expanded Paratransportation Service and charged based upon hours of service provided.