

TRANSIT FUND

FY 2020 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2020 Transit Fund
Budget Summary**

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Revenues						
Local Revenues						
CUE Bus Receipts	\$ 428,102	\$ 475,000	\$ 475,000	\$ 475,000	\$ -	0.00%
Advertising	-	-	-	-	-	0.00%
Farewheels	611	1,200	1,200	1,200	-	0.00%
Charter Services	4,042	3,000	3,000	3,000	-	0.00%
Miscellaneous	-	-	-	-	-	0.00%
Total Local Revenues	432,755	479,200	479,200	479,200	-	0.00%
State and Federal Grants						
NVTC	(161,533)	628,000	628,000	628,000	-	0.00%
DRPT	-	3,402,500	3,402,500	-	(3,402,500)	-100.00%
Total State & Federal Grants	(161,533)	4,030,500	4,030,500	628,000	(3,402,500)	-84.42%
General Fund Support	-	-	-	-	-	0.00%
Transfers In - Trans Tax Fund	1,681,987	1,984,698	2,057,726	2,148,275	163,577	8.24%
Partnership Contributions						
GMU Bus Contribution	750,000	750,000	750,000	750,000	-	0.00%
Total Partnership Contributions	750,000	750,000	750,000	750,000	-	0.00%
Total Revenues	\$ 2,703,209	\$ 7,244,398	\$ 7,317,426	\$ 4,005,475	\$ (3,238,923)	-44.71%
Total Expenses	\$ 3,975,143	\$ 7,244,398	\$ 7,302,117	\$ 4,020,784	\$ (3,223,614)	-44.50%
Cash Equivalents - June 30	\$ -	\$ 18,387	\$ 15,309	\$ -		
Total FTE	33.3	33.3	33.5	33.5		

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$3,223,614 (44.5%) from the FY 2019 Adopted Budget. Notable changes are as follows:

- **Salaries, increase of \$111,129 (6.6%)**
 - Increase due to true up of part time labor from FY 2018.
- **Fringe Benefits, increase of \$96,182 (14.1%)**
 - Increase due to increases the cost of health insurance and retirement plans.
- **Internal Services, decrease of \$41,725 (3.1%)**
 - The allocation of motor pool expenses from Fleet Maintenance was updated based on actual usage statistics; as result, motor pool costs allocated to this division decreased.
- **Other Charges, decrease of \$3,402,500 (98.4%)**
 - Removed DRPT revenue and expenses from CUE accounting (\$3.4m).
- **Supplies & Materials, increase of \$6,300 (40.6%)**
 - Increases in office supplies (\$5k) for new CUE Bus office furniture and operating supplies (\$1k).

Cost Center 437110: CUE Bus

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 1,689,982	\$ 1,685,339	\$ 1,730,869	\$ 1,796,468	\$ 111,129	6.59%
Fringe Benefits	659,515	680,170	688,360	776,352	96,182	14.14%
Purchased Services	56,398	50,100	54,100	59,100	9,000	17.96%
Internal Services	1,538,369	1,348,896	1,348,896	1,307,172	(41,725)	-3.09%
Other Charges	14,506	3,459,392	3,459,392	56,892	(3,402,500)	-98.36%
Supplies & Materials	13,788	15,500	15,500	21,800	6,300	40.65%
Capital Outlay	2,585	5,000	5,000	3,000	(2,000)	-40.00%
Total	\$ 3,975,143	\$ 7,244,398	\$ 7,302,117	\$ 4,020,784	\$ (3,223,614)	-44.50%

PROGRAM:

CUE is a citywide bus service developed to relieve traffic congestion and to provide transit services within the City and between George Mason University (GMU) and the Vienna/Fairfax-GMU Metrorail station. Basic fare (cash and SmarTrip) is \$1.75.

A fare of \$0.85 is charged to students, seniors and persons with disabilities with a valid ID. GMU students, faculty and staff ride for free. In FY 18, the City started a Free Student Bus Pass Pilot Program for high school and middle school students. This program provides free rides on CUE to students who have their parent/guardian's approval. The City receives compensation annually from GMU, which is currently budgeted at \$750,000.

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

GOAL:

To provide the citizens of the City with effective transit service within the City and to the Vienna/Fairfax-GMU Metrorail station, and George Mason University. To meet the City's adopted goal of providing unsurpassed user-friendly, customer-focused business practices. To enhance quality of life measures and amenities with continued emphasis on recommendations of the Livability Task Force. To finalize and implement a more accelerated schedule for critical transportation projects involving state and federal funding. To continue emphasis on the reduction of the impact of increasing traffic through the City.

OBJECTIVES:

- To provide convenient and frequent access to the Vienna-Fairfax/GMU Metrorail Station
- To provide service seven days a week
- To meet our partnership requirements with George Mason University
- To meet all published schedules
- To meet all regional and local Americans with Disabilities Act requirements

SERVICES AND PRODUCTS:

- Public Transit service within the City and to/from the Vienna/Fairfax/GMU Metro Station and George Mason University
- Bus schedules and information

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Authorized Fleet Size	12	12	12	12
Basic Fare	\$1.75	\$1.75	\$1.75	\$1.75
Total Ridership	605,388	650,000	650,000	650,000
Revenue Hours	33,576	33,000	33,000	33,000
City Wheels Clients	31	31	31	31
Outcome Measurers				
On-time Performance at Vienna Metro	89%	88%	88%	90%
Percent Change in Ridership	-6.2%	-5.0%	-5.0%	-5.0%

Performance Measurement Results:

- Ridership is projected to decline in FY 2020 to less than 650,000 trips.
- The number of revenue hours is expected to remain constant.
- The City Wheels program is expected to remain constant at 31 clients. This service provides a subsidy to City residents with disabilities and allows them to utilize taxi services as they are not able to board the CUE Bus.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Transportation Director	126	-	-	0.10	0.10
Transit Superintendent	123	1.00	1.00	1.00	1.00
Bus Driver Supervisor	115	2.00	2.00	2.00	2.00
Multimodal Transportation Specialist	115	-	-	0.30	0.30
Administrative Assistant	113	0.50	0.50	0.30	0.30
Bus Driver	110	20.00	21.00	21.00	21.00
Bus Driver (P/T)	110	8.75	7.75	7.75	7.75
Transit Technician	107	1.00	1.00	1.00	1.00
Total FTE		33.25	33.25	33.45	33.45

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Metro

BUDGET COMMENTS: The City’s Metro subsidy is equal to our share of total Metro expenditures less any state or federal funding that is paid through NVTC. The FY 2020 CUE reimbursement request is estimated at \$628,000.

<u>4-YEAR BUDGET PROJECTION FOR THE CITY'S ACCOUNT AT NORTHERN VIRGINIA TRANSPORTATION COMMISSION</u>				
<u>ITEM</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
BALANCE FORWARD	\$ 4,144,584	\$ 4,312,630	\$ 4,306,283	\$ 1,361,086
REVENUES	3,894,000	3,947,000	3,979,000	4,021,350
TOTAL	7,545,992	6,320,492	5,194,992	4,497,492
EXPENDITURES				
WMATA	\$ 3,097,954	\$ 3,325,347	\$ 3,696,197	\$ 3,812,165
CUE BUS (REIMB. REQUESTS)	628,000	628,000	228,000	228,000
CUE BUS REPLACEMENT	-	-	3,000,000	-
TOTAL	3,725,954	3,953,347	6,924,197	4,040,165
ENDING BALANCE	\$ 4,312,630	\$ 4,306,283	\$ 1,361,086	\$ 1,342,271

FY 2020 Adopted Budget - City of Fairfax, Virginia

Transit Fund Expense Detail

Account	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
CUE Bus (437110)							
511105	Salaries - Full Time	\$1,322,572	\$1,455,046	\$1,408,629	\$1,445,090	\$ (9,956)	-0.68%
511110	Salaries - Part Time	271,625	160,053	252,000	281,138	121,085	75.65%
511115	Salaries - Overtime	72,572	39,000	39,000	39,000	-	0.00%
511117	Salaries - Special Events OT	-	(18,760)	(18,760)	(18,760)	-	0.00%
511125	Temporary Help	6,740	10,000	10,000	10,000	-	0.00%
511135	Holiday Premium	7,211	40,000	40,000	40,000	-	0.00%
511165	Annual Accrued Leave	9,936	-	-	-	-	0.00%
511170	MLR Kaiser Rebate	523	-	-	-	-	0.00%
511180	Salary Reimbursement	(1,197)	-	-	-	-	0.00%
512110	Fringe Benefits	659,515	680,170	688,360	776,352	96,182	14.14%
530113	Contract Services	15,597	30,000	30,000	30,000	-	0.00%
530351	Equipment Maintenance	33,397	5,000	9,000	14,000	9,000	180.00%
530438	Fare Wheels	2,170	2,500	2,500	2,500	-	0.00%
530620	Advertising	5,234	12,600	12,600	12,600	-	0.00%
540060	Management Fee	550,216	624,866	624,866	661,947	37,080	5.93%
540102	Motor Pool Charges	988,153	724,030	724,030	645,225	(78,805)	-10.88%
550110	Utilities Expense	1,119	800	800	800	-	0.00%
550314	Other Insurance	-	30,000	30,000	30,000	-	0.00%
550501	Travel & Training	845	11,990	11,990	11,990	-	0.00%
550779	State Funds Deposited at NVTC	-	3,402,500	3,402,500	-	(3,402,500)	-100.00%
550807	Other Expenses	289	350	350	350	-	0.00%
550820	Dues & Subscriptions	12,253	13,752	13,752	13,752	-	0.00%
560110	Office Supplies	1,030	1,500	1,500	6,800	5,300	353.33%
560416	Uniforms	10,543	12,000	12,000	12,000	-	0.00%
560420	Operating Supplies	2,215	2,000	2,000	3,000	1,000	50.00%
580108	Other Machinery & Equipment	2,585	5,000	5,000	3,000	(2,000)	-40.00%
Total Expenses		\$3,975,143	\$7,244,398	\$7,302,117	\$4,020,784	\$(3,223,614)	-44.50%

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