



ALAMO RMA
Alamo Regional Mobility Authority
"Moving people faster"

Board Memorandum

To: Alamo RMA Board of Directors

From: Terry M. Brechtel, Executive Director *TMB*

Copies: File

Date: Friday, September 21, 2012

Agenda Item 3: Discussion and appropriate action on a resolution adopting the Fiscal Year 2012-2013 Annual Operating and Capital Budget

The Alamo RMA operates on an October 1 through September 30 fiscal year. In accordance with this timeline, staff will bring forward a proposed operating and capital budget for Fiscal Year 2012-2013 for Board consideration at this meeting, to allow for adoption prior to the start of the next fiscal year.

Staff will make a formal presentation on this item at the September 27, 2012 Board meeting, and this budget has been presented to the Finance Committee prior to the presentation to the full Board.

The budget has been reviewed and is recommended by the Finance Committee.

Staff recommends approval of the Fiscal Year 2012-2013 Operating and Capital Budget. (See Budget Highlights)

BOARD OF DIRECTORS

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EXECUTIVE DIRECTOR

Alamo Regional Mobility Authority Budget Summary		Budget Revised FY 2012	Proposed Budget FY 2013
		<i>Adopted May 10, 2012</i>	
Operating Expense			
Salary & Benefit Costs - 6.5 FTE's		\$ 1,241,668.00	\$ 954,044
Total Personnel Costs		\$ 1,241,668.00	\$ 954,044
Contractual & Operational Costs			
Development & Registration Fees		\$ 8,605.00	\$ 2,775.00
Investor & Conference Travel		\$ 18,399.00	\$ 15,150.00
Mileage & Parking Reimbursement		\$ 10,000.00	\$ 7,440.00
Licensure		\$ 750.00	\$ 840.00
Insurance Non - Employee		\$ 12,331.00	\$ 15,710.90
Website		\$ 500.00	\$ 500.00
Communications		\$ 18,560.00	\$ 15,240.00
Supplies		\$ 4,000.00	\$ 4,000.00
Printing		\$ 2,495.00	\$ 4,500.00
Postage		\$ 1,500.00	\$ 1,500.00
Equip Rental & Maint		\$ 37,280.00	\$ 36,745.00
Office Space		\$ 85,216.00	\$ 92,278.00
Meeting Expense		\$ 3,300.00	\$ 2,300.00
Memberships/Organizations		\$ 6,291.00	\$ 3,525.00
Subscriptions/Publications		\$ 325.00	\$ 125.00
Prof Svcs - Finance/Acctg		\$ 22,300.00	\$ 26,500.00
Prof Svcs - Legal		\$ 32,000.00	\$ 30,000.00
Prof Svcs - Other		\$ 26,450.00	\$ 25,000.00
Moving Expense		\$ 10,605.00	\$ -
Miscellaneous		\$ 2,300.00	\$ 1,700.00
Total Contractual & Operational Costs		\$ 326,940.00	\$ 285,828.90
Equipment Purchases			
Non-Capitalized Equipment Purchases		\$ 19,500.00	\$ 13,379.00
Non-Capitalized Equipment Purchases - Dispositions		\$ -	\$ -
Total Non-Capitalized Equipment Purchases		\$ 19,500.00	\$ 13,379.00
Total Equipment Purchases		\$ 19,500.00	\$ 13,379.00
Other Expense			
Interest Expense			
Interest Expense Bexar County/COSA		\$ 38,050.00	\$ 38,050.00
Total Other Expense		\$ 38,050.00	\$ 38,050.00
Total Operating Expense (before depreciation)		\$ 1,626,158.00	\$ 1,291,301.90
Total Operating Expense		\$ 1,626,158.00	\$ 1,291,301.90
Depreciation Expense Computer Software		\$ 15,779.00	\$ 15,779.00
Total Operating Expense With Depreciation		\$ 1,641,937.00	\$ 1,307,080.90
Non-Allocated Reserve			\$ 278,465.00

Proposed Budget Line Item Detail FY 2013

Category	Description	Revised 2012	Estimated Fee	Budgeted Amount
		9 FTE		6.5 FTE
Compensation with Benefits	Salary & Benefit Costs	\$ 1,241,668.00		\$ 954,044
Development & Registration Fees	Bond Buyer Conf Out of State	\$ 900.00	\$ 300.00	\$ 600.00
	IBTTA-Other Board Out-of-State	\$ 750.00	\$ 750.00	\$ 1,500.00
	Short Course College Station	\$ 700.00	\$ 325.00	\$ 325.00
	Tx Transportation Forum Austin	\$ 1,750.00	\$ 350.00	\$ 350.00
	Finance Conference	\$ -	\$ -	\$ -
	GFOA	\$ 755.00	\$ -	\$ -
	IBTTA-Financial Out-of-State	\$ 750.00	\$ -	\$ -
	IBTTA-Org Mgmt Out-of-State	\$ 750.00	\$ -	\$ -
	IBTTA-Technical Out-of-State	\$ 750.00	\$ -	\$ -
	Other Training (Notary, CE: San Antonio	\$ 500.00	\$ -	\$ -
	Team Texas	\$ 1,000.00	\$ -	\$ -
		\$ 8,605.00		\$ 2,775.00
Investor & Conference Travel	Bond Buyer Conf Out of State	\$ 1,301.00	\$ 1,325.00	\$ 2,650.00
	IBTTA-Other Board Out-of-State	\$ 676.00	\$ 1,500.00	\$ 3,000.00
	Investor Relations Various Cities US/TX	\$ 3,000.00	\$ 8,000.00	\$ 8,000.00
	Short Course College Station	\$ 1,500.00	\$ 750.00	\$ 750.00
	Travel for Non-scheduled Events	\$ 500.00	\$ 500.00	\$ 500.00
	Tx Transportation Forum Austin	\$ -	\$ 250.00	\$ 250.00
	Bond Buyer Conf In Texas	\$ -	\$ -	\$ -
	Finance Conf New York	\$ -	\$ -	\$ -
	GFOA National	\$ 1,895.00	\$ -	\$ -
	Greater Chamber Washington DC	\$ 2,665.00	\$ -	\$ -
	IBTTA-Financial Out-of-State	\$ 1,508.00	\$ -	\$ -
	IBTTA-Org Mgmt Out-of-State	\$ 1,500.00	\$ -	\$ -
	IBTTA-Technical Out-of-State	\$ 1,500.00	\$ -	\$ -
	TCDRS Austin	\$ 555.00	\$ -	\$ -
	Team Texas	\$ 200.00	\$ -	\$ -
	Transportation Research Br Washington DC	\$ 1,599.00	\$ -	\$ -
		\$ 18,399.00		\$ 15,150.00
Mileage & Parking Reimbursement		\$ 10,000.00	\$ 7,440.00	\$ 7,440.00
Licensure	Notary	\$ -	\$ 90.00	\$ 90.00
	Engineers	\$ 250.00	\$ 250.00	\$ 500.00
	CPA	\$ 250.00	\$ -	\$ -
	Law	\$ 250.00	\$ 250.00	\$ 250.00
		\$ 750.00		\$ 840.00
Insurance Non - Employee	Workers comp, property, liability	\$ 10,856.00	\$ 10,855.90	\$ 10,855.90
	Auto liability	\$ 775.00	\$ 775.00	\$ 775.00
	Surety Bond Renewals for Board, ED, CFO	\$ 700.00	\$ 3,600.00	\$ 4,080.00
		\$ 12,331.00		\$ 15,710.90
Website	Domain & hosting renewal every 2 years	\$ 500.00	\$ 500.00	\$ 500.00
Communications	Phones	\$ 13,000.00	\$ 9,240.00	\$ 9,240.00
	Internet	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00
	Conference Call	\$ 700.00	\$ 700.00	\$ 700.00
	Video Conferencing	\$ -	\$ 500.00	\$ 500.00
	Sprint Wireless Card	\$ 60.00	60	0
		\$ 18,560.00		\$ 15,240.00
Supplies		\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Printing	Annual Report	\$ 2,495.00	\$ 2,250.00	\$ 2,250.00

Proposed Budget Line Item Detail FY 2013

<i>Category</i>	<i>Description</i>	<i>Revised 2012</i>	<i>Estimated Fee</i>	<i>Budgeted Amount</i>
		<i>9 FTE</i>		<i>6.5 FTE</i>
Compensation with Benefits	Salary & Benefit Costs	\$ 1,241,668.00		\$ 954,044
	Strategic Plan	\$ -	\$ 2,250.00	\$ 2,250.00
	Business Cards update for 5 employees (max)	\$ -	\$ -	\$ -
	Other Printing Obligations	\$ -	\$ -	\$ -
		\$ 2,495.00		\$ 4,500.00
Postage		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Equip Rental & Maint	Xerox copier rental/copies/maint	\$ 13,584.00	\$ 12,240.00	\$ 12,240.00
	Xerox copier materials/overage	\$ -	\$ 500.00	\$ 500.00
	CMIT IT Server Maintenance & Oncall	\$ 21,086.00	\$ 1,765.00	\$ 21,180.00
	CMIT Oncall Services	\$ 1,860.00	\$ 93.00	\$ 2,325.00
	Phone repair services	\$ -	\$ -	\$ -
	Star Shuttle Rental for Toll Ops Tour	\$ 750.00	\$ 500.00	\$ 500.00
		\$ 37,280.00	\$ 15,098.00	\$ 36,745.00
Office Space	SPECTRUM LLP Office Lease	\$ 85,216.00	\$ 92,278.00	\$ 92,278.00
Meeting Expense	Board lunches	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
	Offsite Mtg Space	\$ 1,000.00	\$ -	\$ -
		\$ 3,300.00		\$ 2,300.00
Memberships/Organizations	International Bridge & Tunnel	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
	SAMCo General Membership Level FY10 actual	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	Texas Good Roads	\$ 25.00	\$ 25.00	\$ 25.00
	AACOG	\$ 480.00	\$ -	\$ -
	AICPA	\$ 266.00	\$ -	\$ -
	GFOA	\$ 160.00	\$ -	\$ -
	GFOAT	\$ 60.00	\$ -	\$ -
	Greater San Antonio Chamber of Commerce	\$ 575.00	\$ -	\$ -
	Hispanic Chamber of Commerce	\$ -	\$ -	\$ -
	IAP2	\$ 260.00	\$ -	\$ -
	North San Antonio Chamber (complimentary)	\$ -	\$ -	\$ -
	Team Texas	\$ 500.00	\$ -	\$ -
	Texas Building Procurement Co-op 10 actual	\$ 100.00	\$ -	\$ -
	WTS (Brechtel)	\$ 230.00	\$ -	\$ -
	WTS International	\$ 135.00	\$ -	\$ -
		\$ 6,291.00	\$ 3,525.00	\$ 3,525.00
Subscriptions/Publications	Journal	\$ 100.00	\$ 125.00	\$ 125.00
	SA Express News	\$ 225.00	\$ -	\$ -
		\$ 325.00		\$ 125.00
Prof Svcs - Finance/Acctg	Audit FY 12	\$ 22,300.00	\$ 26,500.00	\$ 26,500.00
		\$ 22,300.00		\$ 26,500.00
Prof Svcs - Legal	Locke Lord Board Prep/ Operational/Legislative Sn	\$ 32,000.00	\$ 30,000.00	\$ 30,000.00
		\$ 32,000.00		\$ 30,000.00
Prof Svcs - Other	Accounting & Risk Model Assistance	\$ 26,450.00	\$ 15,000.00	\$ 15,000.00
	Accounting Temp	\$ -	\$ 10,000.00	\$ 10,000.00

Proposed Budget Line Item Detail FY 2013

<i>Category</i>	<i>Description</i>	<i>Revised 2012 9 FTE</i>	<i>Estimated Fee</i>	<i>Budgeted Amount 6.5 FTE</i>
Compensation with Benefits	Salary & Benefit Costs	\$ 1,241,668.00		\$ 954,044
	Other	\$ -	\$ -	\$ -
	Other	\$ -	\$ -	\$ -
		\$ 26,450.00		\$ 25,000.00
Advertising & Recruiting		\$ -	\$ -	\$ -
Moving Expenses		\$ 10,605.00	\$ -	\$ -
Miscellaneous	Parts, repairs, purchases	\$ 2,300.00	\$ 1,700.00	\$ 1,700.00
Purchases	Misc Software Replacement/as identified	\$ 1,500.00	\$ 250.00	\$ 1,500.00
	SAGE software Maintenance FY 2012 (if prepaid)	\$ -	\$ 7,279.00	\$ 7,279.00
	SAGE software Support FY 2012 (5459 if prepaid)	\$ -	\$ 2,000.00	\$ 2,000.00
	Phone System	\$ 5,000.00	\$ -	\$ -
	Television/Projector Screen	\$ 2,000.00	\$ -	\$ -
	Video Screen	\$ 700.00	\$ -	\$ -
	Video Conference	\$ 2,500.00	\$ -	\$ -
	Computer Replacement (1 LT Performance)	\$ 5,200.00	\$ 2,600.00	\$ 2,600.00
	Windows7 Upgrade to all pcs	\$ 2,100.00	\$ -	\$ -
	VND for Email	\$ 250.00	\$ -	\$ -
	Remote Emailing	\$ 250.00	\$ -	\$ -
		\$ 19,500.00		\$ 13,379.00
Non-Capitalized Equipment Purchases - Dispositions		\$ -	\$ -	\$ -
Interest Expense	COSA/Bexar County Start-up Loans	\$ 38,050.00	\$ 38,050.00	\$ 38,050.00
TOTAL Operating Expense Before Depreciation		\$ 1,602,425.00		\$ 1,291,301.90
Depreciation Expense Computer Sage Software		\$ 15,779.00	\$ 15,779.00	\$ 15,779.00
TOTAL Operating Expense With Depreciation		\$ 1,618,204.00		\$ 1,307,080.90

Alamo Regional Mobility Authority			
Capital Budget (Includes Allocation of Operating Expense): Fiscal Years 2009 through 2014			
September 18, 2012			
	Proposed	Prior Adopted	
	Capital Projects	Capital Projects	
	Budget	Budget	
	FY Years 2009	FY Years 2009	
	through 2014	through 2014	Difference
US 281 Environmental Impact Statement Project	9,155,694.25	8,605,713.88	549,980.37
US 281 Project	2,905,797.52	4,105,578.83	(1,199,781.31)
US 281 Super Street	6,786,152.49	6,768,772.14	17,380.35
281/1604 Interchange -- Construction Costs	120,389,939.93	120,174,668.00	215,271.93
281/1604 Interchange -- Development Costs	1,285,614.71	1,248,607.17	37,007.54
Loop 1604 Environmental Impact Statement Project	12,244,569.93	11,701,674.71	542,895.22
Loop 1604 Project	4,415,614.72	4,404,806.73	10,807.99
Loop 1604 Super Street	907,924.92	1,050,000.00	(142,075.08)
Interchange Contingency, Early Completion & Dispute Resolution	10,818,810.00	10,818,810.00	0.00
Total Expenditures	168,910,118.47	168,878,631.46	31,487.01