

Transportation Services

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TRANSPORTATION SERVICES

Budget Highlights	FY 2019 Actual	FY 2020 Budget	FY 2021 Requested	% Change From FY 2020 Budget
<u>Expenses</u>				
Employee Expense	3,004,957	3,225,580	3,270,522	1.4%
Supplies and Services	2,307,933	2,072,508	2,460,792	18.7%
Machinery and Equipment	45,646	208,864	228,100	9.2%
Debt Service	3,849,326	3,727,095	3,189,534	-14.4%
Administrative Overhead Recharge	167,196	188,802	251,658	33.3%
Total Expenses	9,375,058	9,422,849	9,480,176	0.6%
<u>Resources</u>				
FTA Operating	1,180,951	1,180,949	1,253,787	6.2%
State Operating Assistance	283,220	284,640	310,285	9.0%
Federal Pass-Thru Grant	53,972	58,167	68,114	17.1%
Medicaid Reimbursement	54,048	49,662	54,048	8.8%
Advertising Fees	33,870	42,710	33,870	-20.7%
Mini Bus Passenger Fares	137,908	123,617	137,908	11.6%
Fixed Route Passenger Fares	188,125	192,426	188,125	-2.2%
Iowa DMV/Burlington Trailways Rent	28,223	32,317	32,317	0.0%
Greater Downtown TIF - Debt Service	2,595,587	2,597,937	2,592,187	-0.2%
Sales Tax 20% - Debt Service	15,191	29,941	42,375	41.5%
Downtown Shuttle Service - GDTIF	134,704	134,704	134,704	0.0%
Private Participant	84,280	84,280	84,280	0.0%
Miscellaneous	34,143	3,417	—	0.0%
Operating Revenue-Parking System	3,059,034	3,078,821	3,047,383	-1.0%
Total Resources	7,883,256	7,893,588	7,979,383	1.1%
Transit Levy	1,172,885	1,571,307	1,822,188	16.0%
Increase (Decrease) in Transit Fund Balance	(290,989)	12,847	—	0.0%
Increase (Decrease) in Parking Fund Balance	(27,928)	29,199	321,395	1,000.7%
Property Tax Support	1,172,885	1,571,307	1,822,188	250,881
Percent Increase (Decrease)				15.97%
Personnel - Authorized FTE	53.77	53.73	53.73	

***Includes the Transit Division and Parking Division.**

TRANSIT

Budget Highlights	FY 2019 Actual	FY 2020 Budget	FY 2021 Requested	% Change From FY 2020 Budget
<u>Expenses</u>				
Employee Expense	2,380,019	2,559,601	2,619,066	2.3%
Supplies and Services	1,273,784	1,182,433	1,363,952	15.4%
Machinery and Equipment	17,689	3,315	54,206	1,535.2%
Debt Service	317,403	332,753	340,687	2.4%
Total	3,988,895	4,078,102	4,377,911	7.4%
<u>Resources</u>				
FTA Operating	1,180,951	1,180,949	1,253,787	6.2%
State Operating Assistance	283,220	284,640	310,285	9.0%
Federal Pass-Thru Grant	53,972	58,167	68,114	17.1%
Medicaid Reimbursement	54,048	49,662	54,048	8.8%
Advertising Fees	33,870	42,710	33,870	-20.7%
Mini Bus Passenger Fares	137,908	123,617	137,908	11.6%
Fixed Route Passenger Fares	188,125	192,426	188,125	-2.2%
Downtown Shuttle Service - GDTIF	134,704	134,704	134,704	0.0%
Greater Downtown TIF - Debt Service	302,212	302,812	298,312	-1.5%
Sales Tax 20% - Debt Service	15,191	29,941	42,375	41.5%
Iowa DMV/Burlington Trailways Rent	28,223	32,317	32,317	0.0%
Private Participant	84,280	84,280	84,280	0.0%
Miscellaneous	34,143	3,417	—	0.0%
Total Resources	2,530,847	2,519,642	2,638,125	4.7%
Transit Levy	1,458,109	1,558,460	1,739,786	11.6%
Increase (Decrease) in Transit Fund Balance	61	—	—	0.0%
Property Tax Support	1,458,109	1,558,460	1,739,786	181,326
Percent Increase (Decrease)				11.6%
Personnel - Authorized FTE	44.12	43.81	43.81	

PARKING

Budget Highlights	FY 2019 Actual	FY 2020 Budget	FY 2021 Requested	% Change From FY 2020 Budget
<u>Expenses</u>				
Employee Expense	619,152	665,979	648,664	-2.6%
Supplies and Services	1,034,109	890,075	1,096,800	23.2%
Machinery and Equipment	27,957	205,549	173,894	-15.4%
Administrative Overhead Recharge	167,196	188,802	172,088	-8.9%
Debt Service	3,531,923	3,394,342	2,848,847	-16.1%
Total Expenses	5,380,337	5,344,747	5,019,863	-6.1%
<u>Resources</u>				
Operating Revenue-Parking System	3,059,034	3,078,821	3,047,383	-1.0%
TIF Revenue for Debt Abatement	2,293,375	2,295,125	2,293,875	-0.1%
Total Resources	5,352,409	5,373,946	5,341,258	-0.6%
Net Operating Surplus(Deficit)	(27,928)	29,199	321,395	292,196
Personnel - Authorized FTE	9.65	9.92	9.92	

INTERMODAL RAMP

Budget Highlights	FY 2019 Actual	FY 2020 Budget	FY 2021 Requested	% Change From FY 2020 Budget
<u>Expenses</u>				
Employee Expense	5,684	—	17,330	0.0%
Supplies and Services	90,111	68,232	99,113	45.3%
Administrative Overhead Recharge - Parking/Transit	—	6,337	—	0.0%
Debt Service	302,212	302,812	298,312	-1.5%
Total Expenses	398,007	377,381	414,755	9.9%
<u>Resources</u>				
Operating Revenue-Parking System	118,934	146,971	110,482	-24.8%
Greater Downtown TIF - Debt Service	302,212	302,812	298,312	-1.5%
Total Resources	421,146	449,783	408,794	-9.1%
Net Operating Surplus(Deficit)	23,139	72,402	(5,961)	(78,363)
Intermodal Ramp is split 67% Parking and 33% Transit.				

Improvement Package Summary

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This improvement package provides funding for a smartphone for the Transportation Analyst. The smartphone would provide constant communication and access to emails.

Related Cost:	\$ 624	Tax Funds	Recurring	Recommend - Yes
Related Cost:	\$ 350	Tax Funds	Non-Recurring	
Total Cost:	<u>\$ 974</u>			
Property Tax Impact:	\$ 0.0004	—%		
Activity: Transportation Administration/Parking Administration				

Transit Significant Line Items

Transit Employee Expense

1. FY 2021 employee expense reflects a 1.5% wage package increase.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2020 The employee contribution of 6.29% is unchanged from FY 2020.
3. The City portion of health insurance expense is increased from \$921 in FY 2020 to \$1,013 in FY 2021 per month per contract which results in an annual cost increase of \$17,054 or 11.26%.
4. Overtime is unchanged from \$17,273 in FY 2020 to \$17,273 in FY 2021. FY 2019 actual was \$31,505.
5. Holiday Overtime unchanged from \$11,867 in FY 2020 to \$11,867 in FY 2021. FY 2019 actual was \$11,708.
6. Unemployment Insurance increased from \$16,117 in FY 2020 to \$21,253 in FY 2021 based on FY 2019 actual.

Transit Supplies & Services

7. General Liability Insurance Expense decreased from \$39,607 in FY 2020 to \$39,476 in FY 2021 based on FY 2019 actual plus 5%.
8. Electricity Utility Expense decreased from \$40,020 in FY 2020 to \$39,484 in FY 2021 based on FY 2019 actual of \$36,560 plus 8%.
9. Diesel Fuel increased from \$267,387 in FY 2020 to \$302,623 in FY 2021 based on FY 2019 actual of \$288,213 increased 5%.
10. Tire Expense decreased from \$57,690 in FY 2020 to \$46,118 in FY 2021 based on FY 2019 actual. This line item represents the Goodyear tires lease and is based on miles driven.

11. Motor Vehicle Maintenance increased from \$396,095 in FY 2020 to \$504,858 in FY 2021 based on FY 2019 actual plus 2%.
12. Motor Vehicle Maintenance Outsourced is unchanged from \$90,934 in FY 2020 to \$90,934 in FY 2021 based on FY 2020 budget. FY 2019 actual was \$58,924.
13. Software License increased from \$69,163 in FY 2020 to \$71,150 in FY 2021 based on FY 2020 budget plus 3%. This line item represents security camera annual maintenance, route planning software license and scheduling software license.
14. Sidewalk Snow Removal increased from \$6,920 in FY 2020 to \$53,841 in FY 2021 based on FY 2019 actual. This line item represents the contracted services agreement for snow removal of sidewalks.

Transit Debt Service

15. FY 2021 annual debt service includes the following (\$340,687):

Amount	Debt Series	Source	Purpose	Final Payment	Call Date
\$ 298,312	2012A G.O.	GDTIF	Intermodal Facility	2031	2021
\$ 3,039	2014B G.O.	Sales Tax 20%	Roof Improvements	2034	2021
\$ 11,562	2018A G.O.	Sales Tax 20%	Radio Replacements	2038	2026
\$ 6,484	2019A G.O.	Sales Tax 20%	Midtown Transfer	2039	2026
\$ 21,290	2020 G.O.	Sales Tax 20%	Vehicle Replacements	2040	
\$ 340,687	Total Transit Annual Debt Service				

Transit Revenue

16. Federal operating assistance is now based on a comparison of larger cities. Previously the allocation was based on population and population density. Federal operating assistance is allocated on the federal fiscal year of October through September. Final FTA allocations for FY 2021 should be received by March 2020. FY 2021 estimated Federal Operating Assistance is based on FY 2020 allocation of \$1,253,787. FY 2019 actual was \$1,180,951. FTA Operating funds require 50% local match.
17. State operating assistance increased from \$284,640 in FY 2020 to \$310,285 in FY 2021 based on FY 2020 revised. FY 2019 actual was \$283,220.
18. Federal pass-thru grant increased from \$58,167 in FY 2020 to \$68,114 in FY 2021. This line item \$60,614 preventative maintenance grant. FTA pass through grants require 20% local match.
19. MiniBus passenger-related revenues FY 2021 budget is based on FY 2019 actual. There has been a shift in Medicaid fares, more passengers are now using MiniBus instead of Fixed-Route. Staff have worked to diversify and improve accurate coding of sources of revenue. The following revenue line items make-up MiniBus passenger-related revenues:

Revenue Type	FY 2018	FY 2019	FY 2020 Budget	FY 2021	% Change From FY 2020 Budget
MiniBus Fares	\$ 114,301	\$ 121,465	\$ 107,975	\$ 121,465	12.49%
MiniBus Contract	\$ 18,948	\$ 16,443	\$ 15,642	\$ 16,443	5.12%
MiniBus Medicaid Fares	\$ 16,284	\$ 34,683	\$ 31,572	\$ 34,683	9.85%
Total Mini-Bus Revenues	\$ 149,533	\$ 172,591	\$ 155,189	\$ 172,591	11.21%

Fixed-Route passenger-related revenues have increased over the past four years through continuation of agreements with three colleges pre-paid unlimited ride passes. There has been a shift in Medicaid fares, more passengers are now using MiniBus instead of Fixed-Route.

The following revenue line items make-up Fixed-Route passenger-related revenues:

Revenue Type	FY 2018	FY 2019	FY 2020 Budget	FY 2021	% Change From FY 2020 Budget
Passenger Fares	\$ 187,216	\$ 188,125	\$ 192,426	\$ 188,125	-2.24%
Private Participant	\$ 84,280	\$ 84,280	\$ 84,280	\$ 84,280	—%
Fixed Route Medicaid	\$ 33,975	\$ 19,365	\$ 18,090	\$ 19,365	7.05%
Total Fixed Route Revenues	\$ 305,471	\$ 291,770	\$ 294,796	\$ 291,770	-1.03%

20. Reimbursements from the Greater Downtown TIF for the downtown service routes is unchanged from \$134,704 in FY 2020 to (\$134,704) in FY 2021.

Parking Significant Line Items

Parking Employee Expense

1. FY 2021 employee expense reflects a 1.5% wage package increase.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2020. The employee contribution of 6.29% is unchanged from FY 2020.
3. The City portion of health insurance expense is increased from \$921 in FY 2020 to \$1,013 in FY 2021 per month per contract which results in an annual cost savings of \$10,814 or 11.26%.
4. Overtime unchanged from \$4,000 in FY 2020 to \$4,000 in FY 2021. FY 2019 actual was \$3,458.
5. Retiree Five-Year Sick leave payout decreased from \$9,274 in FY 2020 to \$2,853 in FY 2021.
6. Workers Compensation increased from \$5,631 in FY 2020 to \$5,675 in FY 2021. FY 2019 actual was \$6,042.

Parking Supplies & Services

7. Property Insurance decreased from \$99,656 in FY 2020 to \$89,821 in FY 2021 based on FY 2019 actual plus 5%. Parking is charged 21% of the property insurance cost for the Jule Operations and Training Center which is shared between the Transit and Parking funds.
8. Electrical Utility Expense increased from \$217,700 in FY 2020 to \$255,659 in FY 2021 based on FY 2019 actual of \$236,719 plus 8%. Parking is charged 21% of the electricity cost for the Jule Operations and Training Center which is shared between Transit and Parking funds.
9. Snow Removal Plowing increased from \$51,522 in FY 2020 to \$146,258 in FY 2021 based on FY 2019 actual.
10. Snow Removal Sidewalks increased from \$19,270 in FY 2020 to \$109,749 in FY 2021 based on FY 2019 actual.
11. Credit Card Charge increased from \$39,641 in FY 2020 to \$46,727 in FY 2021 based on FY 2019 actual.
12. Elevator Maintenance increased from \$27,187 in FY 2020 to \$31,649 in FY 2021 based on FY 2019 actual.
13. Contract Custodial is unchanged from \$30,682 in FY 2020 to \$30,682 in FY 2021 based on FY 2020 budget.
14. Camera Maintenance increased from \$52,163 in FY 2020 to \$60,077 in FY 2021 based on FY 2019 actual.
15. Property Maintenance increased from \$33,609 in FY 2020 to \$65,736 in FY 2021 based on FY 2019 actual.

Parking Machinery & Equipment

16. Equipment replacement items include (\$173,894):

<u>Parking Administration</u>	
Smartphone (1)/Desk Phones (4)	\$ 1,350
<u>Parking Maintenance</u>	
Technician Truck	\$ 39,000
Smartphones (2)/Desk Phones (2)	\$ 1,200
<u>Meter Enforcement</u>	
Compact Car	\$ 18,910
<u>Port of Dubuque Ramp</u>	
(56) Security Cameras	\$ 50,008
<u>Intermodal Facility</u>	
(29) Security Cameras	\$ 63,426
Recommended Improvement Packages	54,206
Total Equipment	\$ 228,100

Parking Debt Service

17. Debt issues and their debt service payments for the Parking Division include (\$2,848,847):

Amount	Debt Series	Source	Purpose	Final Payment	Call Date
\$ 51,100	G.O. 2012I	Parking Fees	5th St/Iowa Ramp	2021	2019
\$2,013,875	Revenue 2007	GDTIF	Port of Dubuque Ramp	2037	2019
\$ 38,222	Revenue 2008	Parking Fees	Lot 9	2023	
\$ 636,050	G.O. 2017A	Parking Fees	Central Ramp	2029	2025
\$ 53,462	G.O. 2018A	Parking Fees	POD Ramp Repairs	2026	2026
\$ 4,198	G.O. 2018A	Parking Fees	Re-Lamp Iowa Street Ramp	2031	2026
\$ 13,748	G.O. 2019C	Parking Fees	Locust Security Cameras	2033	2026
\$ 23,705	G.O. 2014C	Parking Fees	Parking Improvements	2034	2021
\$ 14,487	G.O. 2014B	Parking Fees	Parking Improvements	2034	2021
\$2,848,847	Total Parking Annual Debt Service				

Greater Downtown TIF will contribute \$2,013,875 in FY 2021 towards parking debt service for the Port of Dubuque Ramp which is covered by a minimum assessment agreement paid by Boyd gaming and a supplemental payment. Greater Downtown TIF will also contribute \$280,000 towards downtown parking ramp debt service.

Parking Revenue

18. Significant changes in operating budget revenue projections based on actual trends include:

Area	FY 2020	FY 2021	Change	FY 2019 Actual
Locust Street Ramp	\$ 311,675	\$ 315,963	\$ 4,288 (a)	\$ 317,296
Iowa Street Ramp	\$ 453,798	\$ 449,031	\$ (4,767) (a)	\$ 449,131
5th St. Ramp	\$ 366,111	\$ 333,013	\$ (33,098) (a)	\$ 333,013
Five Flags Ramp	\$ 108,324	\$ 122,487	\$ 14,163 (a)	\$ 122,487
Port of Dubuque Ramp	\$ 164,274	\$ 165,192	\$ 918 (a)	\$ 165,292
Central Ramp	\$ 339,268	\$ 326,697	\$ (12,571) (a)	\$ 326,697
Intermodal Ramp	\$ 118,940	\$ 74,044	\$ (44,896) (a)	\$ 72,123
Parking Lots	\$ 145,824	\$ 169,876	\$ 24,052 (a)	\$ 169,873
Street Parking Meters	\$ 742,536	\$ 766,617	\$ 24,081 (b)	\$ 766,770
Residential Parking District	\$ 19,756	\$ 18,331	\$ (1,425) (c)	\$ 18,331
Parking Ticket Fines	\$ 262,641	\$ 280,267	\$ 17,626 (d)	\$ 281,302
Total	\$ 3,033,147	\$ 3,021,518	\$ (11,629)	\$ 3,022,315

- a. Parking Ramp revenue is based on FY 2019 actual.
- b. Street Parking Meter revenue is based on FY 2019 actual.
- c. Residential Parking District is based on FY 2019 actual.
- d. Parking Ticket Fines is based on FY 2019 actual.

