



**AREA TRANSPORTATION AUTHORITY  
OF NORTH CENTRAL PENNSYLVANIA**

Cameron, Clearfield, Elk, Jefferson, McKean, Potter, Clarion

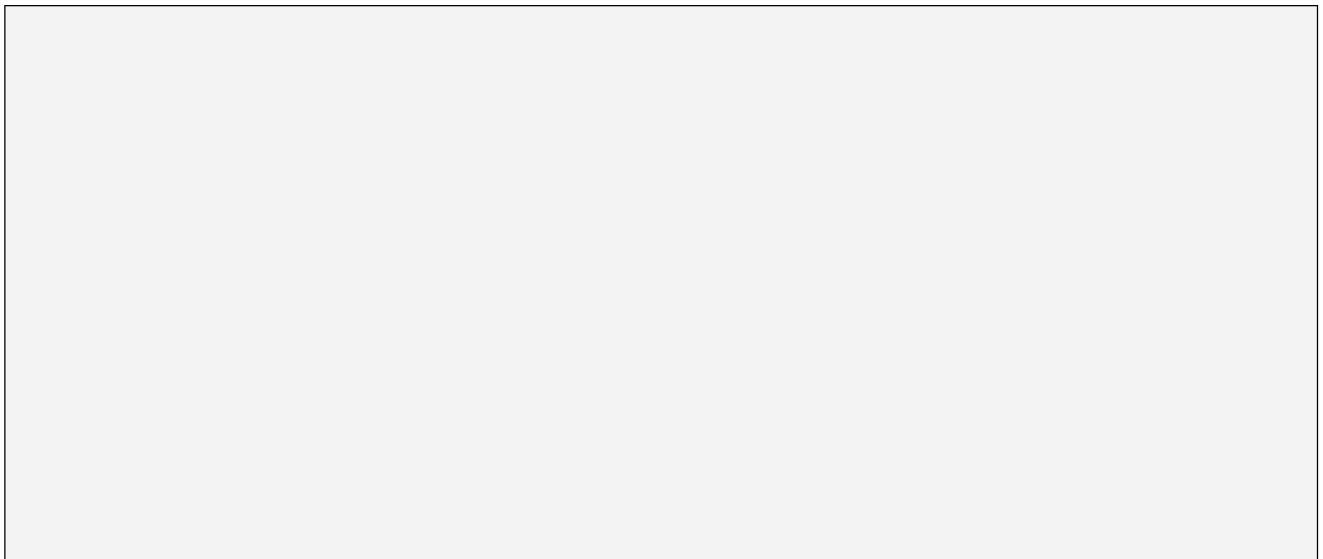
## **ATA Budget Committee**

### **AGENDA**

**April 27, 2015**

**10:00 am – 12:00 pm**

1. FY 2016 Budget
2. Items from the Floor





## BUDGET COMMITTEE MEETING MINUTES

April 27, 2015

A Budget Committee meeting was conducted at 10:35 a.m. on April 27, 2015 at the Area Transportation Authority, Johnsonburg, PA.

Attendees at the meeting were:

Anthony Viglione, Chairman - Budget Committee Member  
David Wolfe, Budget Committee Member  
Kristen Vida, Budget Committee Member

Michael Imbrogno, ATA Chief Executive Officer  
Coletta Corioso, ATA Chief Financial Officer  
Debbie Addeo, ATA Administrative Secretary

Ken Wingo was not able to attend the meeting as he was out of town.

Tony Viglione, Chairman of the Budget Committee called the meeting to order.

The draft minutes from the last meeting were presented to the committee for their approval. After reading the minutes Dave Wolfe made the motion to approve the minutes as written, and Kristen Vida seconded the motion.

Coletta initiated the meeting by briefly describing the process utilized to develop the zero-based budget.

A review of the following budget assumptions that were used to develop the FY2016 was given. The base budget of \$9,672,138 includes:

1. ATA will assume a pay freeze.
2. Includes a 10% increase in Health Insurance Rates effective December 2015. The renewal period is December 2015 and while rates are not known at this time, the representative of Gallagher suggested that this is a factor that should be included when planning for increases in future periods. (It is not an indication that rates will be at, above or below).

3. Includes a potential of five employees being added on to insurance as a result of 30 hpw requirement of AHCA and potential of a few part-timers obtaining 20 hpw to qualify for medical.
4. Projects natural gas prices to increase by 8.5% in 2016.
5. EIA (Energy Information Administration, a federal agency) projects fuel prices to be 13% higher in 2016. (Federal taxes on diesel \$.244) State taxes on diesel (\$.653).
6. Includes \$62,100 in additional estimated costs for Ecolane implementation:
  - a) Costs additional hours for Ecolane implementation include:
    - Drivers – 3 hrs. of additional training (\$4000)
    - Call Center – 620 hrs. of additional backup call center hours needed to support Ecolane implementation (\$10,600)
  - b. Data plans for on-board devices \$32,700
  - c. Annual Enterprise Cloud Manager and CradleCare support (\$8,800)
  - d. IVR software maintenance fees \$6,000

Coletta explained to the members that Ecolane is an internet based program that provides demand response software which would be used for managing the fleet, and for scheduling trips.

7. Includes additional IT staff needed to address anticipated change in available IT consulting. The gentleman that has been our consultant expressed that he will not stay on when Ecolane software is implemented.
8. Includes an increase of special projects coordinator to full-time status to assist in community development. (\$31,517)
9. Includes an increase in travel, training/staff development budget needed for newly hired staff in key positions.
10. Does not adjust for SAFTI dividends for FY2016 (preliminary estimates was \$196K but this has not been approved by SAFTI's board).

The budget with the pay freeze is an increase of 6% over FY2015 Budget; and 15.6% over the projected expenses for FY2015.

Coletta gave a detailed review of the FY 2015 (based on 9 months data) budget line items and discussions were held on line items that were under or over budget.

The proposed budget is \$519,146 over the FY 2015 budget (5.68%).

Coletta stated that a second meeting is needed to review projected revenues and anticipated performance on the Act 44 mandated measures.

A Budget Committee meeting is scheduled for Monday, May 4, 2015 at 10:30 a.m.

Meeting adjourned at 11:53 a.m.