



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 3, 2010

Agenda Item 3: Discussion and appropriate action on a resolution adopting a revised Fiscal Year 2009-2010 Annual Operating and Capital Budget and adopting the Fiscal Year 2010-2011 Annual Operating and Capital Budget

The Alamo RMA operates on a 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 2010-2011 for Board consideration at this meeting, to allow for adoption prior to the start of the next fiscal year.

Additionally, staff will present a revised Fiscal Year 2009-2010 operating and capital budget, reflecting cost savings realized since the last revised budget was presented last year to the Board.

Staff will make a formal presentation on this item at the September 9, 2010 Board meeting, and this budget has been presented to the Finance Committee prior to the presentation to the full Board.

Staff recommends approval of the revised Fiscal Year 2009-2010 Operating and Capital Budget, and approval of the Fiscal Year 2010-2011 Operating and Capital Budget.

The budgets have been approved by the Finance Committee.

BOARD OF DIRECTORS

DR. WILLIAM E. THORNTON
CHAIRMAN

ROBERT S. THOMPSON
VICE-CHAIR

REYNALDO L. DIAZ, JR.
SECRETARY/TREASURER

ARTHUR J. DOWNEY, JR

JAMES R. REED

ROBERT G. RODRIGUEZ

CHRISTEL VILLARREAL

TERRY M. BRECHTEL
EXECUTIVE DIRECTOR

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**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE
ALAMO REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 10-30

WHEREAS, the Alamo Regional Mobility Authority (“Alamo RMA”) was created pursuant to the request of Bexar County and in accordance with provisions of the Transportation Code and the petition and approval process established in 43 TEX. ADMIN. CODE § 26.01, *et. seq.* (the “RMA Rules”); and

WHEREAS, the Board of Directors of the Alamo RMA has been constituted in accordance with the Transportation Code and the RMA Rules; and

WHEREAS, prudent management and fiscal oversight are overriding objectives of the Alamo RMA Board of Directors; and

WHEREAS, it is necessary and desirable to develop and adopt a budget for Alamo RMA operations at the commencement of each fiscal year; and

WHEREAS, on September 3, 2009, the Alamo RMA Board of Directors approved an operating and capital budget for the 2009-2010 fiscal year (“Fiscal Year 2009-2010”); and

WHEREAS, the Alamo RMA staff has recommended certain revisions to the Fiscal Year 2009-2010 operating and capital budget for the remainder of the fiscal year as reflected in the amended budget attached hereto as Attachment “A” and Attachment “B;” and

WHEREAS, Fiscal Year 2009-2010 comes to a close on September 30, 2010; and

WHEREAS, the Alamo RMA staff has developed a proposed operating and capital budget for fiscal year 2010-2011 (“Fiscal Year 2010-2011”) attached hereto as Attachment “A” and Attachment “B.”

NOW THEREFORE, BE IT RESOLVED, that the Alamo RMA Board of Directors approves the amended operating and capital budget for Fiscal Year 2009-2010 attached hereto as Attachment “A” and Attachment “B” ; and

BE IT FURTHER RESOLVED that the Alamo RMA Board of Directors approves the proposed operating and capital budget for Fiscal Year 2010-2011 attached hereto as Attachment “A” and Attachment “B;” and

BE IT FURTHER RESOLVED, that the Fiscal Year 2009-2010 operating and capital budget may be further amended from time-to-time with the approval of the Board of Directors; and

Adopted by the Board of Directors of the Alamo Regional Mobility Authority on the 9th day of September, 2010.

Submitted and reviewed by:

Approved:

Terry M. Brechtel
Executive Director for the
Alamo Regional Mobility Authority

William E. Thornton
Chairman, Board of Directors
Resolution Number 10-30
Date Passed 09/09/10



ALAMO RMA

Alamo Regional Mobility Authority

"Moving people faster"

Revised Operating Budget: Fiscal Year 2010

**Proposed Operating Budget &
Capital Projects Budget: Fiscal Year 2011**

September 3, 2010

Alamo Regional Mobility Authority
Revised Operating Budget: Fiscal Year 2010
Proposed Operating Budget & Capital Projects Budget: Fiscal Year 2011

Highlights

Revised Operating Budget: Fiscal Year 2010

- Projected expenditures through September 30, 2010 are \$138,780 less than Fiscal Year 2010 adopted budget
- Revised fiscal year 2010 budget is reduced from \$1,784,741 to \$1,645,962 (\$138,779)
- One line item adjustment:
 - Administrative Assistant position became vacant in October 2010
 - Full-time Administrative Assistant position not filled
 - Administrative Assistant position work covered on part-time basis
 - \$35,000 reallocated from other professional services to payroll to cover part-time employment (20 hours per week) of Administrative Assistant

Operating Budget: Fiscal Year 2011

- Summary Operating Budget

Payroll	\$1,213,356
Office Space	102,758
Operating Expense	196,056
Professional Services	<u>70,000</u>
Total Operating Budget	\$1,582,170
Percent reduction from FY 2010	-11.350%
- No increase in base salaries
- Travel and training expense reduced to minimum to meet professional requirements
- No new equipment items
- Utilization of outside counsel and related fees for Alamo RMA operational and general legal issues have been reduced through the use in in-house legal counsel

Capital Projects Budget (2009 through 2014)

- Beginning in fiscal year 2009 eight projects were defined for preliminary work, development work and/or construction work. These projects are as follows:
 - Two Environmental Impact Statement Projects
 - ✓ US 281 from Loop 1604 north to the Bexar County Line (7.9miles)
 - ✓ Loop 1604 from Hwy 90 north and east to IH-35 (35 miles)

- Two Construction Projects
 - ✓ US 281 Super Street
 - ✓ Loop 1604/US 281 Interchange – South
 - Bexar County environmental clearance for Loop 1604 Super Street Project
 - On-going preliminary analyses, planning and evaluation for the development of Loop 1604
 - On-going preliminary analyses, planning and evaluation for the development of US 281 north of Loop 1604 to Bexar County line
 - General research and analyses
-
- The capital projects budget reflects budgets for the aforementioned projects from inception (2009) through completion
 - The total value of the capital projects listed through 2014 is \$163,865,671
 - The proposed capital budget will provide the frame work to develop, design and structure a short-term, intermediate-term and long-term comprehensive development plan and plan of finance.

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ALAMO RMA

Alamo Regional Mobility Authority

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To: **Alamo RMA Staff**
From: **Carrie Conner**
Subject: **2011 Holiday Calendar**
Date: **October 1, 2010**

The official holidays recognized by the Alamo Regional Mobility Authority for the 2011 Calendar year are as follows:

BOARD OF DIRECTORS

DR. WILLIAM E. THORNTON
CHAIRMAN

ROBERT S. THOMPSON
VICE-CHAIR

REYNALDO L. DIAZ, JR.
SECRETARY/TREASURER

ARTHUR J. DOWNEY, JR

JAMES R. REED

ROBERT G. RODRIGUEZ

CHRISTEL VILLARREAL

TERRY M. BRECHTEL
EXECUTIVE DIRECTOR

<u>Holiday</u>	<u>Observed Date</u>
New Years Day	Friday, December 31, 2010
Martin Luther King's Birthday	Monday, January 17, 2011
Presidents Day	Monday, February 21, 2011
Battle of Flowers Parade Day	Friday, April 22, 2011
Memorial Day	Monday, May 30, 2011
Independence Day	Monday, July 4, 2011
Labor Day	Monday, September 5, 2011
Veterans Day	Friday, November 11, 2011
Thanksgiving Day	Thursday, November 24, 2011
Friday after Thanksgiving Day	Friday, November 25, 2011
Christmas Eve (Holiday Observed)	Friday, December 23, 2011
Christmas Day (Holiday Observed)	Monday, December 26, 2011

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ATTACHMENT "A"

ALAMO
REGIONAL MOBILITY AUTHORITY
FY10 Revised Budget & FY10 Projected Operating Expense
FY11 Operating Budget

	FY10			FY10 PROJECTED OPERATING EXPENSE				FY11
	OPERATING BUDGET		Total	ACTUAL	PROJECTED	PROJECTED	INCREASE/ (DECREASE)	OPERATING BUDGET
	Adopted September 10, 2009	Revised September 9, 2010		Oct-July	Aug-Sept	September 30, 2010	from Revised Budget	Proposed September 9, 2010
Operating Expense								
Salary, Benefits and Retirement Expense	1,138,668	31,000	1,169,668	967,073	202,595	1,169,668	(0)	1,146,417
Payroll Tax Expense	66,528	4,000	70,528	58,730	11,798	70,528	0	66,939
Accrued Vacation	18,254		18,254	-	8,328	8,328	(9,926)	19,493
Professional & Contractual Services								
Financial/Accounting								
External Auditor	20,000		20,000	15,600	4,400	20,000		20,000
Legal								
Legal-General Counsel	35,000		35,000	17,914	3,450	21,364	(13,636)	20,000
Other Professional Services	75,000	(35,000)	40,000	1,300	1,500	2,800	(37,200)	30,000
Industry Conferences/Staff Development/Licensure	14,675		14,675	7,325	1,700	9,025	(5,650)	9,700
Business Travel	29,550		29,550	4,891	1,000	5,891	(23,659)	14,050
Mileage & Parking Reimbursement	12,600		12,600	7,027	1,400	8,427	(4,173)	10,200
Insurance Expense	14,771		14,771	9,941	1,534	11,475	(3,296)	12,300
Website Hosting	750		750	300	-	300	(450)	750
Telecommunications	20,100		20,100	9,872	3,000	12,872	(7,228)	15,000
Supplies, Printing, Postage, Equipment								
Supplies	6,619		6,619	3,105	750	3,855	(2,764)	5,000
Printing	6,000		6,000	4,676	-	4,676	(1,324)	9,500
Postage	3,000		3,000	1,961	500	2,461	(539)	4,000
Equipment Rental & Maintenance	35,052		35,052	30,717	6,530	37,247	2,195	37,500
Office Space	100,348		100,348	79,630	16,046	95,676	(4,672)	102,758
Meeting Expense	5,359		5,359	2,909	500	3,409	(1,950)	4,300
Memberships & Subscriptions								
Memberships	6,179		6,179	4,840	-	4,840	(1,339)	5,100
Books, Subscriptions & Reference	1,500		1,500	472	-	472	(1,028)	275
Advertising/Recruiting Costs	3,500		3,500	1,577	-	1,577	(1,923)	-
Miscellaneous Expense	2,239		2,239	1,721	300	2,021	(218)	2,239
Subtotal Operating Expense	1,615,691	-	1,615,691	1,231,581	265,331	1,496,913	(118,779)	1,535,521
Non-Capitalized & Capitalized Equip Purchases	131,000	-	131,000	68,421	42,578	110,999	(20,001)	8,599
Total Operating Expense	1,746,691	-	1,746,691	1,300,002	307,909	1,607,912	(138,780)	1,544,120
Nonoperating Expense								
Interest Expense	38,050		38,050	31,710	6,340	38,050	-	38,050
Total Operating & Nonoperating Expense	1,784,741	-	1,784,741	1,331,712	314,249	1,645,962	(138,780)	1,582,170

ATTACHMENT "B"

Alamo Regional Mobility Authority

Capital Projects Budget

Fiscal Years 2009 through 2014

	Fiscal Year 2009	Fiscal Year 2010	Fiscal Year 2011	Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014	Grand Total
Loop 1604/US 281 Interchange - South							
Procurement Costs	247,863.00	126,113.00	0.00	0.00	0.00	0.00	373,976.00
Environmental Costs	184,664.06	62,652.94	0.00	0.00	0.00	0.00	247,317.00
Design Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Right of Way Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utility Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction Costs	0.00	12,860,343.00	50,560,461.00	36,058,690.00	9,757,785.00	10,909,727.90	120,147,006.90
Project Mgmt Costs	171,617.00	376,908.00	403,792.00	403,792.00	221,500.00	0.00	1,577,609.00
Public Involvement Costs	0.00	52,819.00	0.00	0.00	0.00	0.00	52,819.00
Construction Mgmt Costs	0.00	1,271,119.00	3,498,995.09	2,934,094.74	1,919,131.17	25,800.00	9,649,140.00
Total Project Cost	604,144.06	14,749,954.94	54,463,248.09	39,396,576.74	11,898,416.17	10,935,527.90	132,047,867.90
US 281 Super Street:							
Procurement Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Environmental Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Design Costs	519,446.00	0.00	0.00	0.00	0.00	0.00	519,446.00
Right of Way Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utility Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction Costs	0.00	5,585,459.82	0.00	0.00	0.00	0.00	5,585,459.82
Project Mgmt Costs	171,029.39	453,409.84	12,689.93	0.00	0.00	0.00	637,129.16
Public Involvement Costs	16,445.27	10,291.89	0.00	0.00	0.00	0.00	26,737.16
Construction Mgmt Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Project Cost	706,920.66	6,049,161.55	12,689.93	0.00	0.00	0.00	6,768,772.14
Loop 1604 Super Street:							
Procurement Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Environmental Costs	0.00	72,518.00	31,079.00	0.00	0.00	0.00	103,597.00
Design Costs	0.00	740,000.00	0.00	0.00	0.00	0.00	740,000.00
Right of Way Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utility Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction Costs	0.00	0.00	80,508.00	0.00	0.00	0.00	80,508.00
Project Mgmt Costs	0.00	56,000.00	24,001.00	0.00	0.00	0.00	80,001.00
Public Involvement Costs	0.00	45,894.00	0.00	0.00	0.00	0.00	45,894.00
Construction Mgmt Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Project Cost	0.00	914,412.00	135,588.00	0.00	0.00	0.00	1,050,000.00

Alamo Regional Mobility Authority

Capital Projects Budget

Fiscal Years 2009 through 2014

	Fiscal Year 2009	Fiscal Year 2010	Fiscal Year 2011	Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014	Grand Total
US 281 Project:							
Procurement Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Environmental Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Design Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Right of Way Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utility Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project Mgmt Costs	421,710.75	230,536.20	156,903.05	179,863.61	319,834.46	0.00	1,308,848.07
Public Involvement Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction Mgmt Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Project Cost	421,710.75	230,536.20	156,903.05	179,863.61	319,834.46	0.00	1,308,848.07
Loop 1604 Project:							
Procurement Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Environmental Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Design Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Right of Way Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utility Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project Mgmt Costs	121,348.75	195,548.45	200,986.88	194,051.04	349,307.25	0.00	1,061,242.37
Public Involvement Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction Mgmt Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Project Cost	121,348.75	195,548.45	200,986.88	194,051.04	349,307.25	0.00	1,061,242.37
General Project Research and Analysis:							
Procurement Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Environmental Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Design Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Right of Way Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utility Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project Mgmt Costs	0.00	379,808.00	301,955.48	226,103.44	413,686.06	0.00	1,321,552.98
Public Involvement Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction Mgmt Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Project Cost	0.00	379,808.00	301,955.48	226,103.44	413,686.06	0.00	1,321,552.98
Grand Total All Projects	4,311,148.07	31,983,076.39	60,097,722.59	43,021,882.01	13,516,314.61	10,935,527.90	163,865,671.57