

OTO Operational Budget

Fiscal Year 2021
July 1, 2020 - June 30, 2021

Operating Fund	Estimated	6/30/2019	\$406,045	6/30/2020	\$393,102
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ESTIMATED REVENUES

<i>Cost Category</i>	<i>Approved Budgeted Amount FY18</i>	<i>Total Amount Budgeted FY20</i>	<i>Proposed Budgeted Amount FY19</i>	<i>Total Amount Budgeted FY21</i>	<i>Increase/ Decrease</i>
Ozarks Transportation Organization Revenue					
Consolidated FHWA/FTA PL Funds	\$558,554		\$654,352		
Surface Transportation Block Grant Funds	\$200,000		\$100,000		
Local Jurisdiction Match Funds	\$135,025		\$156,191		
Interest Income	\$3,200		\$6,000		
Total Ozarks Transportation Organization Revenue		\$896,779		\$916,543	↑ \$18,385
TOTAL REVENUE		\$896,779		\$916,543	

ESTIMATED EXPENDITURES

<i>Cost Category</i>	<i>Approved Budgeted Amount FY 2020</i>	<i>Total Amount Budgeted FY 2020</i>	<i>Proposed Budgeted Amount FY 2021</i>	<i>Total Amount Budgeted FY 2021</i>	
Building					
Building Lease (GASB 87)	\$75,400		\$52,125		↓ \$23,275
Building Common Area Main Exp	\$0		\$19,950		↑ \$19,950
Infill Cost	\$2,000		\$2,000		SAME
Maintenance	\$4,000		\$4,000		SAME
Utilities	\$3,500		\$3,500		SAME
Office Cleaning	\$4,400		\$5,550		↑ \$1,150
Total Building		\$89,300		\$87,125	
Commodities					
Office Supplies/Furniture	\$7,000		\$7,000		SAME
OTO Media/Advertising (not included in UPWP)	\$2,500		\$2,500		SAME
OTO Promotional Items (not included in UPWP)	\$2,000		\$2,000		SAME
Publications	\$300		\$1,000		↑ \$700
Public Input Promotional Items	\$2,500		\$2,500		SAME
Total Commodities		\$14,300		\$15,000	
Information Technology					
Computer Upgrades/Equipment Replacement/Repair	\$8,000		\$8,000		SAME
Data Backup/Storage	\$4,400		\$4,400		SAME
GIS Licenses	\$5,500		\$5,500		SAME
IT Maintenance Contract	\$12,000		\$12,000		SAME
Server Upgrade	\$6,000		\$0		↓ \$6000
Software	\$4,900		\$4,900		SAME
Webhosting	\$2,300		\$2,300		SAME
Total Information Technology		\$43,100		\$37,100	

Cost Category	Approved	Total Amount Budgeted FY 2020	Proposed	Total Amount Budgeted FY 2021	Increase/ Decrease
	Budgeted Amount FY 2020		Budgeted Amount FY 2021		
Organization Insurance					
Directors and Officers	\$3,000		\$3,000		SAME
Errors & Omissions	\$3,000		\$3,000		SAME
Professional Liability	\$2,700		\$2,700		SAME
Workers Comp	\$1,700		\$1,700		SAME
Total Organization Insurance		\$10,400		\$10,400	
Operating					
Bank Fees (not included in UPWP)	\$30		\$30		SAME
Copy Machine Lease Principal (GASB 87)	\$5,700		\$1,650		↓ \$4,050
Copy Machine Lease Interest Exp	\$0		\$200		↑ \$200
Copy Machine Maintenance	\$0		\$650		↑ \$650
Copy Machine Toner & Overages	\$0		\$3,200		↑ \$3,200
Dues/Memberships	\$5,500		\$8,000		↑ \$2,500
Education/Training/Travel	\$23,000		\$23,000		SAME
Food/Meeting Expense	\$4,300		\$4,300		SAME
Legal/Bid Notices	\$2,500		\$2,000		↓ \$500
Postage/Postal Services	\$1,800		\$1,800		SAME
Printing/Mapping Services/Tablets	\$2,500		\$14,000		↑ \$11,500
Public Input Event Registrations	\$1,500		\$1,500		SAME
Staff Mileage Reimbursement	\$3,500		\$3,500		SAME
Telephone/Internet	\$5,000		\$5,000		SAME
Total Operating		\$55,330		\$68,830	
Personnel					
Salaries	\$403,588		\$404,308		↓ \$720
Payroll Tax	\$32,287		\$32,214		↓ \$73
Retirement	\$40,904		\$46,495		↑ \$5,561
Health & Dental Insurance	\$65,554		\$84,722		↑ \$19,168
Employee Family Insurance Contribution *	(\$14,181)		(\$22,928)		↑ \$8,747
Mobile Data Plans	\$3,240		\$3,240		SAME
Total Personnel		\$531,392		\$548,051	
Professional Services in Lieu of Staff					
Professional Services	\$24,000		\$50,000		↑ \$26,000
Transportation Consultant/Modeling Services	\$30,000		\$30,000		SAME
Payroll Services	\$2,700		\$4,000		↑ \$1,300
Total Professional Services in Lieu of Staff		\$56,700		\$84,000	
Other Services and Special Projects					
Aerial Photos	\$25,000		\$0		↓ \$25,000
Audit	\$4,600		\$4,640		↑ \$40
Legislative Education (Not in UPWP)	\$7,000		\$7,000		SAME
Long Range Plan Update	\$10,000		\$5,000		↓ \$5,000
TIP Tool Maintenance	\$9,600		\$9,600		SAME
Travel Sensing & Travel Time Services Project	\$3,000		\$3,000		SAME
Travel Demand Model Update	\$50,000		\$15,000		↓ \$35,000
Total Other Services and Special Projects		\$109,200		\$44,240	
TOTAL OTO Expenditures		\$909,722		\$894,746	
Estimated Net Decrease in Operating Fund Balance		-\$12,943		\$21,797	
Ending Operating Fund Balance 6/30/2019		\$393,102	6/30/2020	\$414,899	

* Employee Family Insurance Contribution Withholding is debited to the health insurance account.