



## MEMO

**To:** NCRA Board of Directors  
**From:** Executive Director Mitch Stogner  
**Date:** September 9, 2009  
**Subject:** **Agenda Items F2, F3, F4** - Adoption of Resolutions -NCRA Final Budgets for Fiscal Year 2009-2010

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### Agency – 787010

The attached FY 2009-2010 budget document outlines the requested budget for fiscal year 08-09, the actual revenues and expenditures for the 08-09 fiscal year ended June 30, 2009, and the proposed final budget for fiscal year 09-10, which began July 1.

#### Highlights of requested 09-10 Agency Budget:

- NCRA's three primary revenue sources on an annual basis continue to be advance lease payments from NWP Co. of \$240,000; property leases of \$222,000; and lease of rail cars and work equipment totaling about \$210,000 per year. Total projected revenue for 09-10 is \$690,500.
- The largest expenditures are labor, \$190,000 which covers salary for two full-time employees (Executive Director and Executive Assistant), Legal Fees of \$ 125,000, and contract service fees of \$90,000, which covers engineering, capital programming, and specialized accounting services provided by American Rail Consultants (annual contract not to exceed \$90,000 per year). Other relatively large projected expenditures, which are unchanged from previous years, include: insurance (\$37,000), Sonoma County Accounting Services (\$39,000), Single Year Audit Services (\$29,000), payments to CalPERS (\$45,000) and annual interest paid on long-term debt (\$60,000).

Once annual depreciation cost is removed from projected expenditures, staff projects an Agency Budget deficit of \$110,200 for fiscal year 09-10.

Options for addressing this deficit include aggressive pursuit of existing lease revenues, identification of possible new lease revenue, and appeals to the state and local governments.

### **Capital Budget**

#### **•Wingo/Camp II Dewatering Final Budget**

The Fish and Game contract budget provided \$3,080,880 for 1) temporary repair of the breaches in the Fish and Game levees using sheet piles, dewatering the flooded area, and repairing the pump house, 2) replacement of the old railbed/Fish and Game access road to Steamboat Slough levee and in-kind repair of all the Fish and Game levee breaches and overtopping, and 3) installation of gates at Railroad Slough and pipe plugs in culverts adjoining the east and west sides of Wingo Camp II. As of March 31, 2009 all work was complete, a final bill had been sent to Fish and Game, and a total of \$2,910,187.89 was expended. This project was completed on-time and under budget.

#### **•TCRP Final Budget**

The biggest component of the TCRP budget is project 32.9 which commits \$31 million to the Lombard to Windsor project. (With exception of \$240,000 for Canyon mapping)

Other TCRP Projects include:

- 32.3 - \$600,000 – mapping and Geotechnical Report for the Canyon;
- 32.4 - \$4.9 million for emergency repairs on the RRD and King Salmon levee repair on the ERD;
- 32.5 - \$2.9 million for sub-surface clean-up of 9 ECD sites;
- 32.7 - \$1.8 for local match to the \$8.6 million in ISTEPA funds.

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**RESOLUTION**  
**of the**  
**BOARD OF DIRECTORS**  
**of**  
**NORTH COAST RAILROAD AUTHORITY**

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IN THE MATTER OF:

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A Resolution Approving 2009-10  
Agency Budget.

Resolution No. 2009-\_\_

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WHEREAS, NORTH COAST RAILROAD AUTHORITY ("NCRA") has prepared and  
reviewed a Final 2009-10 Agency Budget;

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NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE  
NORTH COAST RAILROAD AUTHORITY as follows:

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1. The 2009-10 Final Agency Budget attached hereto as Exhibit "A" and incorporated herein by  
this reference, is adopted by NCRA as its 2009-10 Budget for the Agency.

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Introduced and adopted this \_\_\_\_ day of \_\_\_\_\_, 2009 at a regular meeting of the  
Board of Directors of North Coast Railroad Authority by the following vote:

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AYES:

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NOES:

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ABSENT:

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\_\_\_\_\_  
ALLAN HEMPHILL  
Chairman of the Board

ATTEST:

\_\_\_\_\_  
MITCH STOGNER, Secretary

North Coast Railroad Authority (NCRA)  
 Final Budget Fiscal Year 09-10  
 AGENCY - 787010

Sub Object	Budgeted 08-09	as of 06/30/09		Requested 09-10
		Actual		
71700-Interest Earned on Pooled Cash	3,000.00	-82.00		3,000.00
<i>Funds received from cash accounts held with Sonoma County Auditor's Office.</i>				
71701-Interest Earned	0.00	0.00		0.00
<i>Cash held with others</i>				
71800 - Rent - Operator	240,000.00	240,000.00		240,000.00
<i>Funds received from Track Lease (NWP Co.)</i>				
71801 - Rents Real Estate	250,000.00	222,870.00		222,000.00
<i>Funds received from Leases along right-of-way.</i>				
71850 - Rents - Equipment	233,000.00	212,958.00		210,000.00
<i>Funds received from lease of railcars and NCRA owned equipment</i>				
72500 - State Other	0.00	3,200.00		5,000.00
<i>Disaster Assistance - State</i>				
73323 - Encroachment Permits	4,000.00	0.00		4,000.00
<i>Funds received from temporary or one time only encroachments</i>				
73702 - Application Fees	11,000.00	5,813.00		5,000.00
<i>Funds received from application fees</i>				
74040 - Misc revenue	5,000.00	818.00		1,000.00
<i>Insurance Reimbursements/Credit Card cash incentives, etc.</i>				
<b>Total Revenue</b>	<b>746,000.00</b>	<b>685,577.00</b>		<b>690,000.00</b>
75100 - Labor-Perm Positions	177,500.00	190,170.00		190,100.00
<i>Payroll for NCRA employees - Full-Time Administrative Staff and Executive Director</i>				
75110 - Extra Help	18,000.00	14,992.00		15,000.00

North Coast Railroad Authority (NCRA)  
 Final Budget Fiscal Year 09-10  
 AGENCY - 787010

<b>75210 · CALPERS Retirement</b>			45,000.00	43,414.00	45,000.00		
Retirement Benefits - Administrative Staff and Executive Director							
<b>75220 · FICA</b>			3,600.00	3,723.00	3,700.00		
Payroll Taxes							
<b>75300 · Health Insurance</b>			15,000.00	17,945.00	15,000.00		
Health Insurance Benefits for Executive Director							
<b>76040 · Telephone / Communication</b>			7,000.00	7,110.00	7,000.00		
Includes conference call capabilities and long distance							
<b>76060 · Business Meals</b>			1,000.00	1,944.00	1,300.00		
Meals for Board Meetings							
<b>76100 · Insurance Other</b>			45,000.00	36,477.00	37,000.00		
Includes General Liability Insurance and vehicle/equipment insurance							
SDRMA - Workers Compensation Insurance							
<b>76140 · Maintenance - Equipment - Property - Building</b>			15,000.00	7,878.00	7,500.00		
Railcar security, office equipment maintenance, building repair and maint.							
<b>76166 · Maintenance - Bridge</b>			20,000.00	56.00	100.00		
Emergency repairs not covered by State of Federal funds							
Bridge Electrical Emergency Repair							
<b>76300 Miscellaneous</b>			0.00	1,609.00	0.00		
Agency expense - minor claims							
<b>76400 · Office Expenses</b>			11,000.00	9,136.00	6,000.00		
General office supplies - Staples, US Bank Card, Ukiah Trophy, Alhambra, Outside Copy Services							
<b>76410 · Postage and Delivery</b>			5,000.00	5,185.00	5,000.00		
Includes FedEx, UPS, and Stamps.com							
<b>76415 · Books and Periodicals</b>			100.00	0.00	100.00		
Trade Publications - printing expenses							

North Coast Railroad Authority (NCRA)  
 Final Budget Fiscal Year 09-10  
 AGENCY - 787010

76500 · Professional Fees		5,000.00	12,784.00	12,000.00	
76507 · Weed Abatement		15,000.00	8,924.00	6,500.00	
<i>Emergency weed abatement along right-of-way</i>					
<i>Weed abatement should be increased to at least \$120,000 per year. This line item is severely underfunded.</i>					
76516 · Data Processing Fees		5,000.00	3,739.00	5,000.00	
<i>Website maintenance</i>					
76540 · Contract Service Fees		120,000.00	36,198.00	90,000.00	
<i>American Rail Consultants</i>					
<i>*FY 08-09 Accrued Amount \$76,192.05</i>					
76573 · Administration Expense		14,000.00	7,500.00	14,000.00	
<i>Board Stipends</i>					
76589 · Permits and Fees		5,000.00	7,060.00	8,000.00	
<i>Fees associated with filing of public documents</i>					
76610 · Legal Fees		225,000.00	89,273.00	125,000.00	
<i>General Counsel \$5,400 per month plus litigation fees</i>					
<i>* FY 08-09 Accrued Amount \$56,100</i>					
76629 · Fiscal Accounting Fees		41,000.00	35,643.00	39,000.00	
<i>Sonoma County Auditor's Office</i>					
76630 · Audit / Accounting Fees		29,000.00	29,056.00	29,000.00	
<i>Single Year Audit Firm - Aycock and Edgmon</i>					
76639 · Property Management		5,000.00	5,460.00	5,300.00	
<i>Fee paid to Cyndee Logan</i>					
76800 · Public/Legal Notice		5,000.00	2,494.00	2,500.00	
<i>Fees for publishing announcements in newspapers</i>					
76840 · Rent - Facilities/Equipment		14,000.00	14,794.00	14,000.00	
<i>Talmage office rent, Board Meeting facilities</i>					



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**RESOLUTION**  
**of the**  
**BOARD OF DIRECTORS**  
**of**  
**NORTH COAST RAILROAD AUTHORITY**

IN THE MATTER OF:

A Resolution Approving 2009-10  
TCRP Budget.

Resolution No. 2009-\_\_

WHEREAS, NORTH COAST RAILROAD AUTHORITY ("NCRA") has prepared and reviewed a Final FY 2009-10 Budget for TCRP projects;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE NORTH COAST RAILROAD AUTHORITY as follows:

1. The FY 2009-10 TCRP Final Budget attached hereto as Exhibit "A" and incorporated herein by this reference, is adopted by NCRA as its 2009-10 Budget for TCRP projects.

Introduced and adopted this \_\_\_ day of \_\_\_\_\_, 2009 at a regular meeting of the Board of Directors of North Coast Railroad Authority by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

\_\_\_\_\_  
MITCH STOGNER, Secretary

\_\_\_\_\_  
ALLAN HEMPHILL  
Chairman of the Board

NCRA  
TCRP 787101  
Final Budget FY 09-10

		Budgeted	Actual	Requested	
		2008/09	Thru 06/30/09 2008/09	2009/10	
<b>Revenues:</b>					
Sub-Object					
1700	Interest on Pooled Cash	7,500	756	0	
1701	Interest Earned	0	0	0	
<b>Total Use of Money/Property</b>		<b>7,500</b>	<b>756</b>	<b>0</b>	
2500	State -Other	20,558,313	8,090,226	12,725,583	
2680	Fed - Disaster Relief	0	0	0	
2900	Other Governments	0	257,496	0	
		0	0	0	
<b>Total Intergovernmental</b>		<b>20,558,313</b>	<b>8,347,722</b>	<b>12,725,583</b>	12,210,591
4040	Miscellaneous Revenue	0	0	0	
<b>Total Miscellaneous Revenues</b>		<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Revenue:</b>		<b>20,565,813</b>	<b>8,348,478</b>	<b>12,725,583</b>	
<b>Expenses:</b>					
6300	Miscellaneous	0	0	0	
6500	Professional/Special Services (TCRP)	19,679,671	10,230,129	9,449,542	
6540	Contract Services	0	(209,335)	0	
6570	Consultant Services	0	0	0	
6573	Administration Costs	0	0	0	
<b>Total Services &amp; Supplies</b>		<b>19,679,671</b>	<b>10,020,794</b>	<b>9,449,542</b>	
7910	Long-Term Debt - Principal	0	0	0	
7930	Long-Term Debt - Interest	0		0	
<b>Total Other Charges</b>		<b>0</b>		<b>0</b>	
8510	Buildings/Improvements	0	0	0	
8560	Equipment	0	0	0	
<b>Total Fixed Assets</b>		<b>0</b>	<b>0</b>	<b>0</b>	
9000	Appropriations for Contingency	0	0	0	
<b>Total Appropriations for Contingency</b>		<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Expenses</b>		<b>19,679,671</b>	<b>10,020,794</b>	<b>9,449,542</b>	
<b>Beginning Balance - Retained Earnings</b>		<b>0</b>	<b>886,142</b>	<b>(786,174)</b>	
<b>Total Revenue</b>		<b>20,565,813</b>	<b>8,348,478</b>	<b>12,725,583</b>	
<b>Total Expenses</b>		<b>19,679,671</b>	<b>10,020,794</b>	<b>9,449,542</b>	
<b>Ending Balance - Retained Earnings</b>		<b>886,142</b>	<b>(786,174)</b>	<b>2,489,867</b>	

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**RESOLUTION**  
**of the**  
**BOARD OF DIRECTORS**  
**of**  
**NORTH COAST RAILROAD AUTHORITY**

IN THE MATTER OF:

A Resolution Approving 2009-10  
Fish and Game Budget.

Resolution No. 2009-\_\_

WHEREAS, NORTH COAST RAILROAD AUTHORITY ("NCRA") has prepared and reviewed a Final FY 2009-10 Budget for Fish and Game projects;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE NORTH COAST RAILROAD AUTHORITY as follows:

1. The FY 2009-10 Fish and Game Final Budget attached hereto as Exhibit "A" and incorporated herein by this reference, is adopted by NCRA as its 2009-10 Budget for Fish and Game projects.

Introduced and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2009 at a regular meeting of the Board of Directors of North Coast Railroad Authority by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

\_\_\_\_\_  
MITCH STOGNER, Secretary

\_\_\_\_\_  
ALLAN HEMPHILL  
Chairman of the Board

NCRA  
Fish and Game - 787408  
Final Budget FY 09-10

		Budgeted 2008/09	Actual Thru 06/30/09 2008/09	Requested 2009/10
<b>Revenues:</b>				
Sub-Object		2,500	285	50
1700	Interest on Pooled Cash			
<b>Total Use of Money/Property</b>		<b>2,500</b>	<b>285</b>	<b>50</b>
		0		
2404	State Reimbursement	1,323,197	882,004	443,607
2500	State -Other			
<b>Total Intergovernmental</b>		<b>1,323,197</b>	<b>882,004</b>	<b>443,607</b>
		0	0	0
4040	Miscellaneous Revenue			
<b>Total Miscellaneous Revenues</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Revenue:</b>		<b>1,325,697</b>	<b>882,290</b>	<b>443,657</b>
<b>Expenses:</b>				
		0	0	0
6300	Miscellaneous	89,266	40,968	48,298
6500	Professional/Special Services	1,131,800	763,443	368,357
6540	Contract Services	0	0	0
6570	Consultant Services	0	0	0
6573	Administration Costs			
<b>Total Services &amp; Supplies</b>		<b>1,221,066</b>	<b>804,411</b>	<b>416,655</b>
		95,000	66,276	48,236
7920	Interest			
<b>Total Other Charges</b>		<b>95,000</b>	<b>66,276</b>	<b>48,236</b>
<b>Total Expenses</b>		<b>1,316,066</b>	<b>870,686</b>	<b>464,891</b>
		0	9,631	21,234
<b>Beginning Balance - Retained Earnings</b>		<b>1,325,697</b>	<b>882,290</b>	<b>443,657</b>
<b>Total Revenue</b>		<b>1,316,066</b>	<b>870,686</b>	<b>464,891</b>
<b>Total Expenses</b>		<b>9,631</b>	<b>21,234</b>	<b>0</b>
<b>Ending Balance - Retained Earnings</b>				