



# **Annual Fiscal Plan, FY 2022**

## **Capital Budget, FY 2022-2027**

**Serving Chesterfield, Henrico, and Richmond, Virginia**

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# Introduction

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May 11, 2021

Board of Directors  
Richmond Metropolitan Transportation Authority  
Richmond, Virginia

Honorable Members of the Board:

I am pleased to submit for your review and consideration the fiscal year 2022 operating and capital budgets for the Richmond Metropolitan Transportation Authority (RMTA or Authority). The Richmond region, like everywhere in the world, faced challenges as a result of the Covid-19 pandemic. In these unprecedented times over the course of the last fiscal year, the RMTA has continued its history of fiscal conservatism and sound financial stewardship. As a result, the RMTA is in a strong financial position and has sufficient revenues and reserves to fund its operations, meet its debt obligations and continue to fulfill its mission of facilitating and providing a variety of transportation and public facilities that improve life in the Richmond metropolitan area. The RMTA has also in the face of the pandemic remained committed to delivering excellent customer service to our patrons while safeguarding our staff.

You will find that the enclosed RMTA budget is provided on a per facility basis, with comparative prior year amounts broken out. Additionally, the budget is delineated by department to better allocate spending categories. This budget document is a useful tool which allows management to effectively plan with the Board of Directors how we intend to carry out our mission. As a political subdivision with fiduciary responsibilities to our bondholders, customers and staff, the budget provides a very important check and balance, an essential element in our management process. This document also serves as a budgetary link to the planning of RMTA's long-range capital and maintenance efforts for its infrastructure assets.

Although these are unique times, the RMTA's commitment to fiscal conservatism remains a priority. Primarily a commuter roadway, the Authority is optimistic that the Covid-19 pandemic is on the downswing and the Richmond region's workforce will incrementally be returning to work in the downtown area. Even though we remain optimistic, this budget document conservatively projects that toll revenue will decrease to approximately \$31.7 million due to the continued impact of Covid-19. Although there is an anticipated decline in toll revenue, the RMTA's operating budget still allows for the RMTA to maintain its operations in a fiscally efficient manner while still providing first in class customer service.

From an infrastructure perspective, the RMTA has historically prided itself on a well maintained system of roads, bridges and assets. The maintenance of the RMTA Expressway System will continue to be a priority. While the FY 2022 capital budget has been streamlined, all of the RMTA's most critical capital will be addressed. The capital plan allows for the Expressway, one of the gateway's to the city of Richmond, to continue to contribute to the region's economic strength.

## Chief Executive Officer's Transmittal Letter

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Financially, RMTA staff will continue to seek operational savings where possible while maintaining excellence in financial services. This shall include obtaining an unmodified opinion on the Authority's FY 2021 Comprehensive Annual Financial Report and receiving the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers' Association (GFOA), along with GFOA's Distinguished Budget Presentation Award. We will continue to pay close attention to traffic and revenue trends and identify what underlying factors impact revenue in the future and how fluctuations may have an effect on RMTA's long-term financial plan. A comparison to prior year's budget as well as detail of significant changes are noted in the Budget Overview section of this document.

I would like to recognize and thank executive staff for their tremendous contributions this year. First, I would like to thank Jim Madison, Director of Finance, as well as his team, for their efforts leading this budget process. I am appreciative of Jim's expertise and diligence in executing all of his responsibilities. I would also like to thank him for his steady leadership as we navigated this year of change in fluctuation with our traffic and revenue. Theresa Simmons, Director of Operations, continues to keep the RMTA assets in excellent condition and operations running smoothly. I am appreciative of her ability to be flexible this year as we oftentimes had to make changes in operations very quickly. Leslie Mehta, Chief of Staff and Counsel to the CEO, has proven to be a trusted advisor and provides sound and thoughtful counsel in relation to all RMTA matters. Additionally, Leslie has helped lead the organization through her work as chair of the Coronavirus Protection Prevention Committee. Leslie has ensured that we were in compliance with all of the Governor's Executive Orders and the CDC and Virginia Department guidelines as we worked to make sure our staff was safe. Sheryl Johnson, Director of Human Resources, has continued to provide wise and trusted counsel in all matters Human Resources to not only the CEO, but also the Compensation and Benefits Committee. Sheryl has provided invaluable guidance and ensured that we effectively communicated with all employees of the RMTA as we have navigated these uncertain times. Paula Watson, who oversees Procurement and Internal Audit, is our most tenured member of senior staff and she touches and concerns all that we do at RMTA. I am grateful for her wise counsel and for all the careful attention that she pays to every aspect in the operation of the RMTA. Paula's careful attention and guidance were also greatly appreciated as she helped to guide the Coronavirus Protection Prevention Task Force execute on its goals of ensuring that our employees were safe.

In closing, in a year when all of our lives have been changed, I am filled with immense gratitude for all of the RMTA staff. Our staff has worked tirelessly and has been flexible and nimble as we have navigated this new normal. I remain grateful every day for our staff that ensures that the RMTA provides the best customer service and most efficient operations in the region. It is because of everyone's hard work and dedication 365 days a year, 24 hours a day, that the RMTA is a successful organization.

Sincerely,



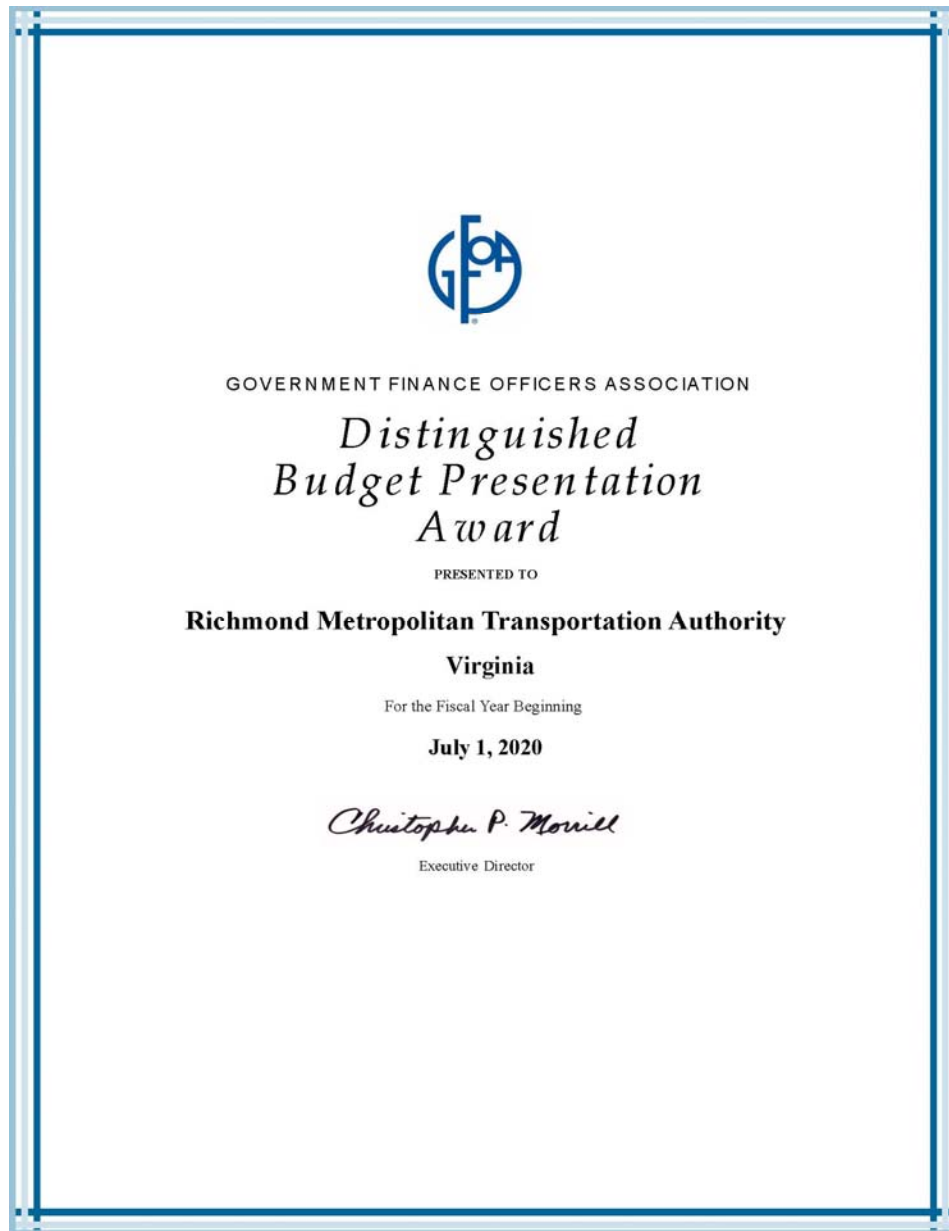
Joi Dean  
CEO

## Distinguished Budget Presentation Award

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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Richmond Metropolitan Transportation Authority, Virginia, for its annual budget for the fiscal year beginning July 1, 2020. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. The Authority believes our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.



## Budget Overview

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The Authority's 2022 Fiscal Plan and Capital Budget outlines a spending plan that covers operations, annual maintenance and related capital projects of the Expressway System. The Fiscal Plan also includes operating budgets for the Authority's Central Administration function.

### Budget Overview

	<b>FY2020 Actual</b>	<b>FY2021 Budget</b>	<b>FY2022 Budget</b>	<b>FY2021 to FY2022</b>	
				<b>\$</b>	<b>%</b>
Revenues					
Tolls	\$ 37,004,506	\$ 35,845,500	\$ 31,726,000	\$ (4,119,500)	-11.5%
Rentals	53,722	52,000	54,000	2,000	3.8%
Other	464,578	450,000	425,000	(25,000)	-5.6%
Subtotal	37,522,806	36,347,500	32,205,000	(4,142,500)	-11.4%
Operating Expenses					
Salaries and Benefits	\$ 6,653,365	\$ 6,769,496	\$ 6,034,204	\$ (735,292)	-10.9%
Operations	8,621,656	9,054,306	8,915,511	(138,795)	-1.5%
Subtotal	15,275,020	15,823,802	14,949,715	(874,087)	-5.5%
<b>Net Operating Revenue</b>	<b>\$ 22,247,786</b>	<b>\$ 20,523,698</b>	<b>\$ 17,255,285</b>	<b>\$ (3,268,413)</b>	<b>-15.9%</b>

### Toll Revenue

Toll revenue for FY 2022 is projected to decrease to \$31.7 million or 11.5% due to the impact of the COVID-19 virus pandemic. Toll rates were last increased in September 2008 and remain unchanged for the next fiscal year. The timing and extent of future rate adjustments will continue to be analyzed as projections are updated and revised based on actual results. Revenues cannot be commingled between the Authority's different operations (i.e. tolls cannot be used to support any of the Authority's other facilities).

### Rentals and Other Revenue

Rental revenue primarily consists of leasing several surface parking lots within the footprint of the Expressway System. Other revenue primarily consists of investment income which is forecasted to decrease due to reduced interest rates.

## Budget Overview

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### Compensation and Benefits

Salaries & Benefits	FY2020	FY2021	FY2022	FY2021 to FY2022	
	Actual	Budget	Budget	\$	%
Salaries	\$ 4,929,184	\$ 5,249,648	\$ 4,590,937	\$ (658,711)	-12.5%
Health Care	1,160,668	1,132,739	963,574	(169,165)	-14.9%
VRS Retirement	126,654	158,823	153,075	(5,748)	-3.6%
OPEB Contribution	300,000	100,000	50,000	(50,000)	-50.0%
Other	136,858	128,286	276,618	148,332	115.6%
<b>Total</b>	<b>\$ 6,653,365</b>	<b>\$ 6,769,496</b>	<b>\$ 6,034,204</b>	<b>\$ (735,292)</b>	<b>-10.9%</b>
FTE Positions	111.5	110.0	86.5	(23.5)	-21.4%

Compensation and benefits are reviewed by the Compensation and Benefits Committee of the Board of Directors as part of the budget development process.

Salaries are reduced in FY 2022 due to a restructure of personnel, elimination of open positions, and a wage freeze. Health care program management remains a focus of the Authority's cost containment efforts. For FY 2022, employee health care premiums decreased due to a restructure of personnel. To encourage a healthier workforce, a premium discount is available for employees who seek annual preventive care screenings.

Retirement benefits for eligible employees are provided through the Virginia Retirement System (VRS). VRS establishes required contribution rates for two-year periods as a percentage of an employee's salary based on an actuarial analysis. For FY 2022, the full actuarial recommended contribution rate is 1.15%. Employees are required to contribute an additional 5.0% towards their VRS retirement benefit.

In addition to retirement benefits through VRS, the Authority offers retiree health care benefits for eligible employees. The Authority's Local Finance Board oversees and administers the investment of these Other Post-Employment Benefit (OPEB) funds through a contractual arrangement with VML/VACO Finance through participation in the Virginia Pooled OPEB Trust Fund. The Authority's contributions are based on an actuarial analysis with contributions structured so that the plan was fully funded in FY 2020.

Other compensation and benefits include items such as group life insurance, unemployment benefits, and disability insurance.

The Authority continues to evaluate staffing requirements against current and future needs. See additional detail in the Department Budget section and the Personnel Complement in the Supplemental Information section.



## Budget Overview

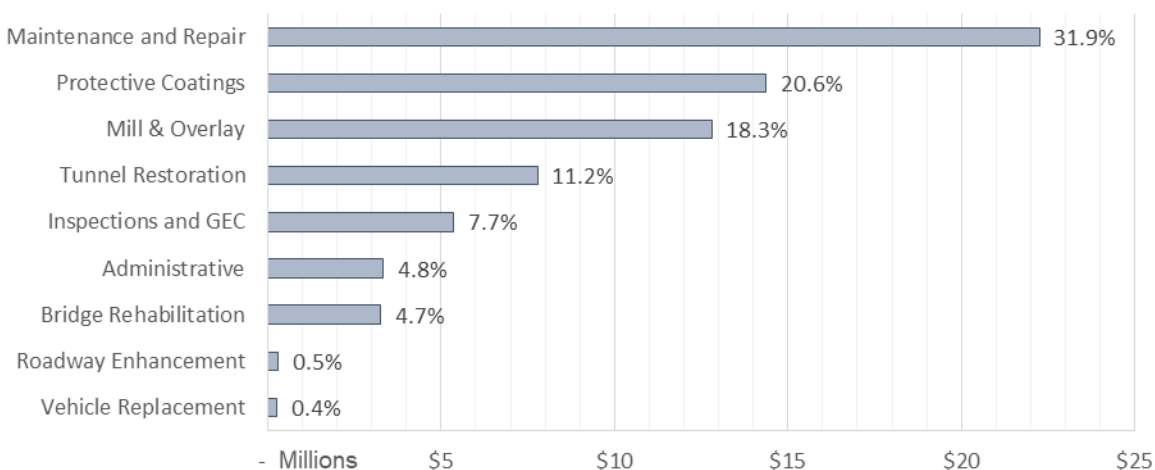
### Operations

Operating	FY2020 Actual	FY2021 Budget	FY2022 Budget	FY2021 to FY2022	
				\$	%
Toll Collection	\$ 6,315,648	\$ 6,211,497	\$ 6,125,740	\$ (85,757)	-1.4%
Maintenance	1,030,280	1,329,000	1,415,641	86,641	6.5%
SCOP	19,522	20,900	-	(20,900)	-100.0%
Administration	593,289	736,625	662,875	(73,750)	-10.0%
Engineering	21,389	19,630	27,130	7,500	38.2%
Finance	595,332	662,404	623,375	(39,029)	-5.9%
Human Resources	46,196	74,250	60,750	(13,500)	-18.2%
<b>Total</b>	<b>\$ 8,621,656</b>	<b>\$ 9,054,306</b>	<b>\$ 8,915,511</b>	<b>\$ (138,795)</b>	<b>-1.5%</b>

The overall budget decreases for FY 2022 by 1.5%. The E-ZPass processing costs are decreasing due to the reduction in traffic offset by increased annual road maintenance cost. See the Department Budget and Budget Detail sections for additional discussion on the significant budgetary changes for FY 2022.

### Expressway Capital

All Expressway System routine maintenance and major capital improvement projects are included in the Capital Budget, with a detailed Six-Year Plan for the upcoming and next five fiscal years. For FY 2022-2027, the Six-Year Plan totals \$69.8 million for the following projects (shown in millions):



Additional detail on each project is included in the Expressway Capital Budget section. A long-term capital projection is also included to provide perspective on projected capital needs beyond the Six-Year Plan.

## Mission Statement

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*Downtown Expressway and City of Richmond*

**Our mission** is to facilitate and provide a variety of transportation and public facilities that improve the quality of life in the Richmond metropolitan area. Our efforts are dedicated to the following constituents:

**To our customers,** we will provide safe, convenient, efficient facilities and excellent customer service while maintaining the lowest feasible costs;

**To our employees,** we will promote a safe and supportive work environment, provide an opportunity to advance according to their abilities and fairly compensate based on performance;

**To our bondholders,** we will operate in a financially sound and prudent manner and meet all debt payments and other legally imposed requirements to insure the protection of their interest.

Our mission can be accomplished through the sound management of existing projects and consideration of additional projects as approved by the City of Richmond and the Counties of Chesterfield and Henrico. These projects are financed primarily through user fee schedules that offer the lowest possible costs to the public, fairly compensate employees, and offer financial safety to bondholders.

## Principal Officials

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### Board of Directors

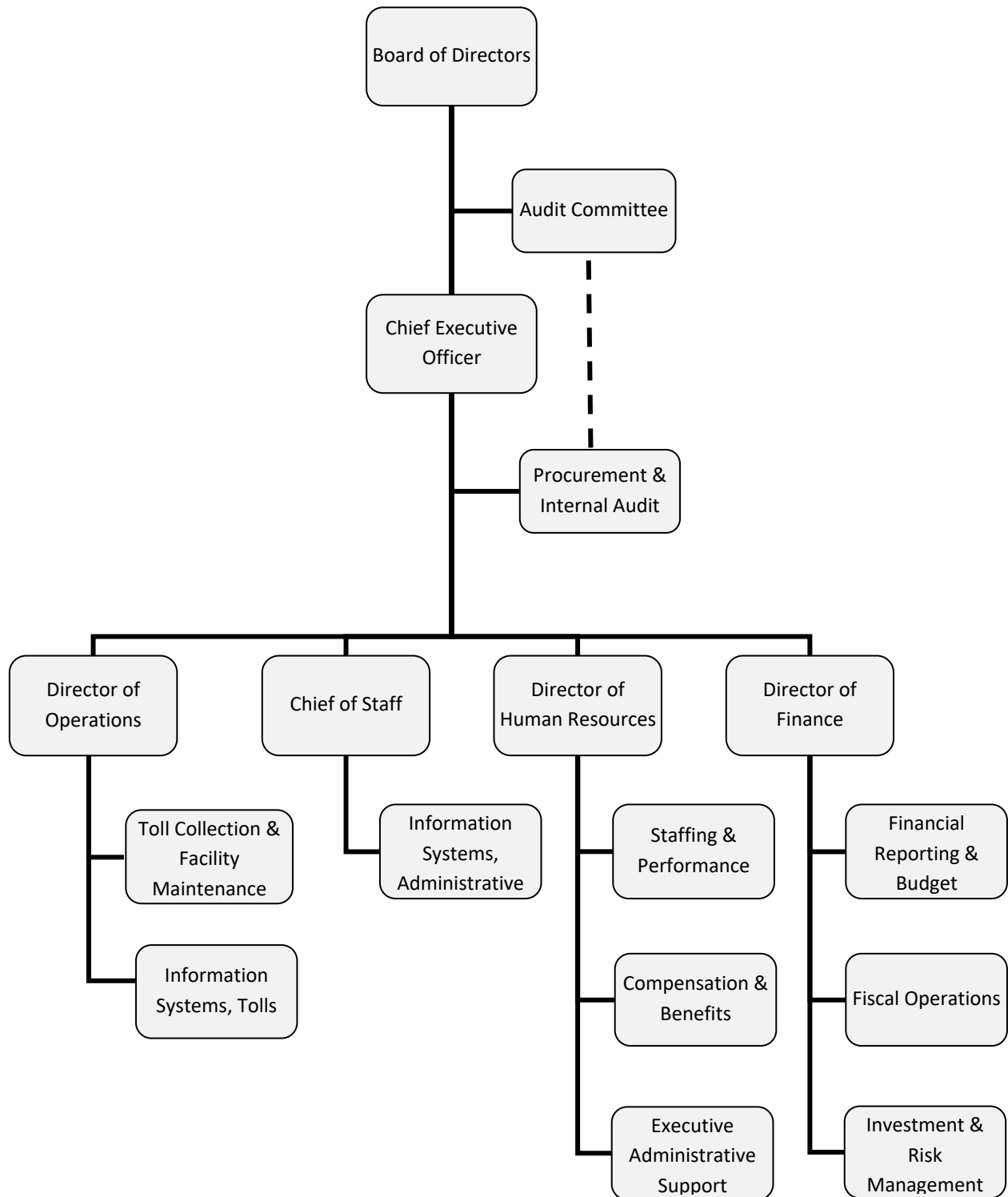
Marilyn West, Chair	City of Richmond
Marvin Tart, Sr., Vice-Chair	Henrico County
Carlos M. Brown	Commonwealth Transportation Board
Dr. Unwana Dabney	City of Richmond
Jane dufrane	Henrico County
Stephen Elswick	Chesterfield County
Aubrey W. Fountain, III	City of Richmond
Barrett Hardiman	City of Richmond
Thomas A. Hawthorne	Henrico County
Harvey Hinson	Henrico County
Darius Johnson	City of Richmond
Tyrone Nelson	Henrico County
Lane Ramsey	Chesterfield County
Gregory A. Whirley	Chesterfield County
Donald Williams	Chesterfield County
Bill Woodfin	Chesterfield County

### Executive Management

Joi Dean	Chief Executive Officer
Sheryl Johnson	Director of Human Resources
James Madison	Director of Finance
Leslie Mehta	Chief of Staff
Theresa Simmons	Director of Operations

## Organizational Chart

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# KEY DATES IN RMTA HISTORY

**1966**

*RMA is created by the Virginia General Assembly (1966)*

*RMA purchases the Boulevard Bridge (1969)*

*Powwhite Parkway opens to Cary Street (1973)*

**1970**

*Second Street Parking Deck opens (1975)*

*Downtown Expressway opens to Seventh Street (1976)*

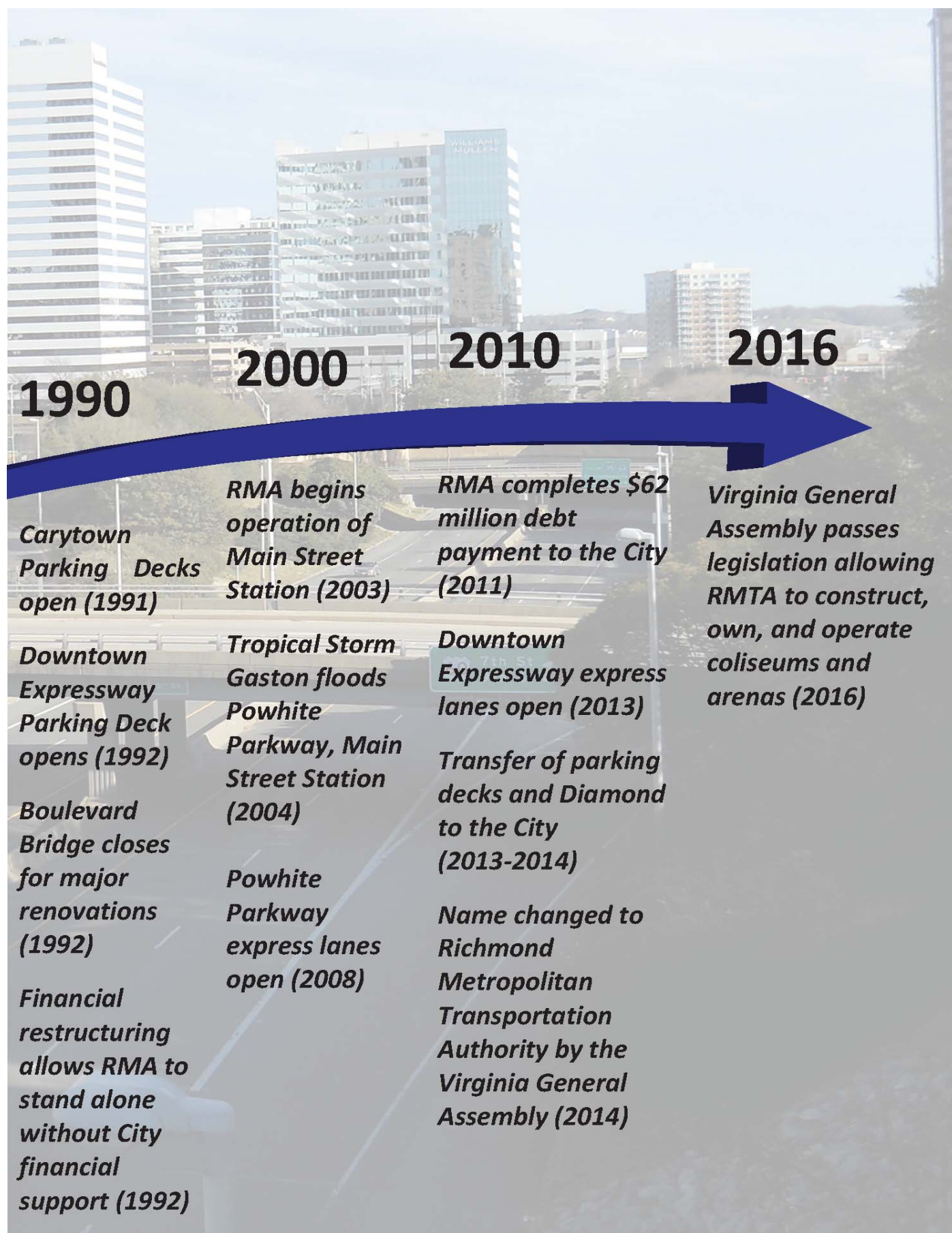
*Connecting ramps to and final portions of I-95 completed (1977)*

**1980**

*The Diamond opens (1985)*

*Powwhite Parkway Bridge widened from six to ten lanes; sections of Powwhite Parkway widened by one lane (1987)*

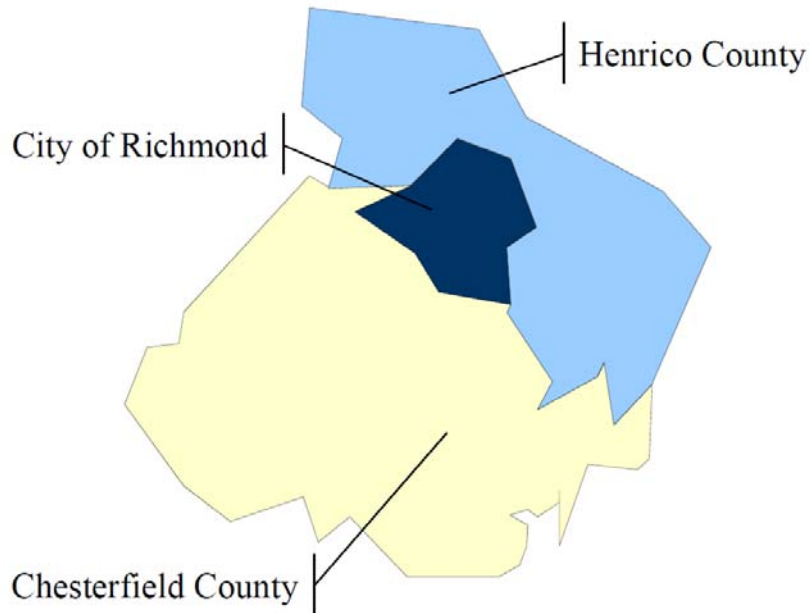




## History

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The Richmond Metropolitan Transportation Authority (the “Authority” or “RMTA”), formerly known as the Richmond Metropolitan Authority, was created in 1966 by an Act of the General Assembly of the Commonwealth of Virginia to plan, finance, build, and maintain a much-needed expressway system to serve the Richmond metropolitan area.



Initially \$2.05 million was borrowed for operating funds and \$20 million was guaranteed by the City of Richmond to cover the cost of planning, designing and acquiring the right-of-way for an expressway. This initial financial commitment resulted in the City having greater representation on the Authority’s Board of Directors. The Board originally consisted of eleven members, six of whom were appointed by the Mayor of the City of Richmond, with the approval of City Council, and two each by the Boards of Supervisors of the counties of Chesterfield and Henrico. The Commonwealth Transportation Commissioner appointed the eleventh member from the Commonwealth Transportation Board.

In 1969, as construction on the Expressway System continued, the Authority purchased the Boulevard Bridge for \$1.2 million. Soon after, the Authority began making several improvements to the bridge, including the installation of automated toll equipment to provide more efficient toll collection. Many Richmond area natives still refer to the Boulevard Bridge as the “Nickel Bridge” because of its initial five cent toll.

In response to escalating demands for another route to cross the James River, the Authority built the Powhite Parkway. The Parkway opened in January 1973, with approximately 6,000 vehicles utilizing the facility on the first day.

Along with increased accessibility to the downtown area came the need for increased parking facilities. In 1973, the statute that created the Authority was amended to authorize the Authority to provide parking facilities for the Richmond metropolitan area. The City of Richmond provided the land and the Authority borrowed the funds to begin building what was to become the Second Street Parking Deck.

## History

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In July 1973, the Authority introduced the Parham Express Bus Service. The pilot program was introduced in cooperation with the City of Richmond, the County of Henrico, and the Virginia Department of Highways. The service provided a comfortable bus ride over interstate routes between a commuter parking lot in suburban Henrico County and downtown Richmond. Seven buses provided morning and afternoon round trips. Full operation of the bus service was later passed on to the Greater Richmond Transit Company. Nevertheless, the Parham Express Bus Service was the first experiment with express transit in the Richmond area and became the model for future express bus services in the region.



*Downtown Expressway Opening Ceremony, 1976*

In 1976, the Downtown Expressway, linking Interstates 195 and 95, opened to the public. All connecting ramps and the remaining portions of I-195 were completed by September 1977. When the Downtown Expressway opened, average daily traffic was approximately 8,000 vehicles.



*The Diamond*

In 1984, another legislative amendment allowed the Authority to construct and own a new baseball stadium to replace the aging Parker Field. The existing ballpark was demolished and replaced with an \$8 million, state of the art baseball stadium called The Diamond. The new stadium was completed before the beginning of the 1985 baseball season.



## History

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*Expressway Parking Deck*

In the late 1980s, at the request of the City of Richmond, feasibility studies were conducted on parking needs in the Carytown district and downtown. As a result, the Authority constructed two, 110-parking space decks in Carytown. The decks opened in early 1991, providing free parking to visitors to the Carytown shopping district. The feasibility study also projected increased demands for parking in the downtown area. At the request of the City, the Authority constructed the Expressway Parking Deck, a 1,000-parking space deck with convenient access to the Downtown Expressway and I-95. The facility opened on February 14, 1992.



*Boulevard Bridge*

In August 1992, the Authority closed the Boulevard Bridge for extensive renovations. The \$8.3 million project included replacing the concrete deck, which allowed the Authority to widen the lanes and construct a single walkway. The bridge reopened in October 1993.

## History

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*Powhite Parkway Plaza, Express Lanes (left) and Traditional Lanes (right)*

In June 1994, the Authority, in conjunction with the Virginia Department of Transportation (VDOT), surveyed drivers on the Downtown Expressway, the Powhite Parkway and the Powhite Parkway Extension regarding support of an Electronic Toll Collection (ETC) system in the Richmond metropolitan area. What followed was the introduction of an ETC system called SmartTag in 1999. This system, later renamed E-ZPass, revolutionized Virginia's toll road system, and is currently used on all of the Authority's and VDOT toll facilities.

As toll collection technology evolved and traffic volume began to grow, the Authority began to look more closely at utilizing technology to increase capacity along the Powhite Parkway. A long-range plan was developed to ease congestion by splitting the existing toll plaza into two separate facilities – one for northbound traffic and one for southbound traffic – and implementing six Open Road Tolling (ORT) or express lanes. The new configuration resulted in an elimination of rush hour delays, allowing motorists to travel at near-highway speeds through the toll plazas.

In 2008 the Richmond Braves announced their relocation to Gwinnett County, Georgia, leaving The Diamond. Just one year later, it was announced that the newly minted Richmond Flying Squirrels would make their debut at The Diamond for the 2010 season. The Flying Squirrels immediately built a successful relationship with the community, finishing first or second in Eastern League attendance in each of their ten seasons at The Diamond.

Between 1970 and 1992, the City of Richmond contributed funding for the operation of the Authority's Expressway System. In 1992, the Authority underwent a financial restructuring that allowed the Expressway System to become fully reliant on user fees. In January 2011, the Authority began in-depth discussions with the City of Richmond administration on a plan to pay the City for its previous financial support. In November 2011, the Authority successfully restructured its debt and fully paid the subordinate debt due to the City of \$62.3 million. The debt restructuring extended the maturity of the Authority's outstanding debt from 2022 to 2041.

## History

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*Downtown Expressway, Express Lanes and Traditional Lanes*

The Authority broke ground in June 2011 for construction of the Downtown Expressway ORT Project. This \$15.5 million project opened to traffic in August 2012 and features three westbound ORT or express lanes at the plaza. Similar to the Powhite Parkway express lanes, this project resulted in a significant reduction of rush hour delays. Eastbound customers continue to encounter gates due to roadway configurations on the City streets.

Multiple times since 2007, members of the General Assembly introduced legislation proposing Board reallocation to provide equal representation from each of the Authority's three member jurisdictions, with a goal to encourage greater regional collaboration. Each time these bills failed, however during the 2013 legislative session all three jurisdictions supported the proposed bill.

In 2013, the Authority became more proactive in helping frame an environment for equalizing representation. In March 2013, the Authority's Board unanimously authorized the Chief Executive Officer to pursue negotiations to transfer ownership of City-funded assets to the City of Richmond. These assets included the Expressway Parking Deck, Second Street Parking Deck, and Carytown Parking Decks. The Diamond, which was built at the request of all three jurisdictions on City-donated land, was also considered for ownership transfer. The Authority and the City agreed to transfer the parking facilities to the City during 2013 and 2014, and The Diamond was transferred in December 2014.

## History

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*Outfield view of The Diamond*

In the 2014 General Assembly session, legislation was again introduced to equalize representation on the Authority's Board. In addition to equalization, the legislation included the following: an increase in Board membership from eleven to sixteen, with five members from each jurisdiction and one member appointed from the Commonwealth Transportation Board; a requirement that certain actions of the Authority receive approval from the local governing bodies and the Richmond Mayor, including debt issuance; an allowance for the governing body of each locality to appoint one of its own elected members to the Authority's Board; and the changing of the Authority's name to the Richmond Metropolitan Transportation Authority. This legislation passed with near unanimity, becoming effective July 1, 2014.

In the 2016 General Assembly session, legislation was introduced to expand the Authority's powers to include the construction, ownership and operation of coliseums and arenas. Similar to other projects, approval from the local governing bodies and the Richmond Mayor would be required. This legislation passed with little debate and becomes effective July 1, 2016.

In the 2020 General Assembly session, legislation was introduced that decreases from five to four the number of members of the Richmond Metropolitan Transportation Authority appointed by the Mayor of the City of Richmond and adds to the Authority one member of the City Council of the City of Richmond appointed by the president of the Council. This legislation was passed and becomes effective July 1, 2020.

The Authority remains a flexible vehicle for future regional initiatives and is committed to working with its member jurisdictions to meet transportation demands both today and in the future.

## **Budget Development**

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## **Fund Structure, Basis of Accounting and Budgeting, and Budget Process**

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### **Fund Structure**

The Authority is a self-supporting entity, depending solely on the revenues derived from operations and proceeds from the issuance of revenue bonds to fund the Expressway System. The resolutions authorizing the issuance of bonds prohibit the commingling of funds between the Authority's different operations, i.e. tolls generated from the Expressway System cannot be used to support any of the Authority's other facilities.

The Authority administers three enterprise funds: Expressway, Expressway Repair and Contingency (Capital), and Central Administration. Each of these funds are considered major funds for budgetary presentation and are included in the Authority's annual audited financial statements.

### **Basis of Accounting and Budgeting**

The "basis of accounting" and "basis of budgeting" determine when revenues and expenses are recognized for the purposes of financial reporting and budget control. All funds of the Authority are accounted for in the Authority's annual audited financial statements and annual budget using the accrual basis of accounting. Under the accrual basis of accounting, revenue is recognized when earned and becomes measurable; expenses are recognized when an obligation to pay is incurred.

### **Budget Process**

Section 701 of the Authority's 2011 Amended and Restated Bond Resolution requires a budget for the Expressway fund to be adopted no less than 30 days prior to the beginning of each fiscal year. In accordance with Section 708 of the 2011 Resolution, the Authority is required to engage a Traffic and Revenue Consultant for the purpose of preparing and certifying a schedule of tolls for the forthcoming budget year considered sufficient to pay operating expenses, debt service, and maintenance and repairs on the Expressway System as certified by the Authority's Consulting Engineers.

Many aspects of the budget development process occur throughout the fiscal year. Each month, the Authority prepares budget-to-actual and other financial reports for staff and the Board of Directors. Continual monitoring of the current year activity identifies any budget adjustments necessary.

The Chief Executive Officer may authorize adjustments to the adopted budget as requested by staff between individual line items within expense categories (compensation and benefits, operations, and capital). Board approval is needed to increase the total budgeted expense per fund or transfer budget authorization between expense categories.

The Authority sends monthly traffic and revenue data to the Traffic and Revenue Consultant throughout the year. In January, the Authority coordinates with the Traffic and Revenue Consultant to provide an updated current fiscal year projection and next fiscal year estimate.

Throughout January and February, the Executive Staff reviews the current fiscal year activity and determines the level of spending needed for the next fiscal year. Departmental objectives are reviewed to ensure resources are in alignment with the strategic plan and Board goals. Budget requests are provided to Finance for further evaluation and to compile into budgets by fund. The Executive Staff holds budget meetings throughout the development process as budget estimates are revised and finalized. The Finance and Operations Committee and the Compensation and Benefits Committee of the Board of Directors meet to discuss significant budget items.

## Fund Structure, Basis of Accounting and Budgeting, and Budget Process

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During March, budget amounts are finalized and the draft budget document is prepared. The draft document is reviewed by staff and the Chief Executive Officer before being finalized and presented to the Board as a proposed budget in April. The Board reviews the proposed budget and adjustments are made (if necessary) before formal Board adoption in May.

For FY 2022, the budget development process followed the calendar of events as described below:

<b>Date</b>	<b>Action</b>
January 8, 2021	Finance coordinates with Traffic and Revenue Consultant to provide an updated current fiscal year projection and next fiscal year revenue estimate.
January 21, 2021	Initial budget overview with Executive Staff, including review of budget calendar and required items.
January 29, 2021	Traffic and Revenue Consultant provides “Mid-Year Toll Certification”, including initial estimate of next year’s traffic and revenue projections.
February 12, 2021	Directors provide initial budget requests to Finance.
February 18, 2021 [week of]	Initial budget retreat with Executive Staff.
February 26, 2021	Initial operating budget draft completed.
March 1, 2021	Capital budget estimates reviewed by Executive Staff
March 9, 2021	Compensation and Benefits Committee meeting to review salary and benefits.
March 15, 2021	Capital budget draft completed
March 22, 2021 (Week of )	Budget workshop with Finance and Operations Committee to review operating and capital budget drafts and long-term financial plan update.
March 22, 2021	Traffic and Revenue Consultant provides draft estimate of Expressway toll revenue. Does not certify due to COVID-19.
March 29, 2021	Final budget review with Executive Staff
April 2, 2021	Proposed budget document complete.
April 12, 2021	Proposed budget presented to Board with comment period prior to adoption.
May 11, 2021	Board vote for budget adoption.

## Financial Policies

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The Authority's financial policies serve as guidelines for the financial planning and management of the Authority. These policies represent a combination of required practices under existing bond documents, statutory requirements, and recommended best practices from the Government Finance Officers Association (GFOA). Financial policies are reviewed periodically for updates and revisions. The following financial policies have been adopted by the Authority's Board of Directors as noted.

### **Financial Planning (adopted March 2014)**

*Balanced Budget* – The annual budget of the Authority will be considered balanced when all payments for operations, debt service, and annual capital plan needs do not exceed budgeted revenues.

*Budget Adoption* – The Board will adopt an annual budget no less than 30 days prior to the beginning of each fiscal year.

*Budget Adjustments* – The Chief Executive Officer may authorize adjustments to the adopted budget as requested by staff between individual line items within the expense categories of compensation and benefits, operating, and capital. Board approval is needed to increase the total budgeted expense per fund or transfer budget authorization between expense categories (compensation and benefits, operating, and capital).

*Long-Term Financial Plan* – Toll rate adjustments and borrowing decisions are identified within the context of the long-term financial plan. The long-term financial plan includes: estimated revenues, estimated operating expenses, debt service, funds available for the capital plan, debt service coverage ratios, and cash balances. The Authority will consult with its Consulting Engineer, Traffic and Revenue Consultant, and Financial Advisors to update its long-term financial plan.

*Condition Assessment of Assets* – Accurate inventories of capital assets, their condition, life spans, and cost will be maintained to ensure proper stewardship. Condition assessments of infrastructure assets will be performed to determine the amount needed to maintain and preserve the assets at the condition level established and disclosed by the Authority.

### **Revenue and Expense (adopted March 2014)**

*Revenue Sources* – Each year the Board shall consider potential sources of revenue as part of the annual budget process.

*Revenue Forecasts* – Revenue forecasts shall use a conservative, objective, and realistic approach.

*Service Rates* – The Authority shall develop and maintain fair and equitable rates for all services while accomplishing funding requirements per debt covenants.

*On-Going and One-Time Revenues* – The Authority will only propose operating expenses which can be supported from on-going revenues. Before undertaking any agreement that would create fixed on-going expenses, the cost implications of such agreements will be fully determined for current and future years. The on-going operating expense impact resulting from the use of one-time revenue sources will be reviewed for compliance with this policy.

*Monitoring* – Directors are responsible for managing division expenses within the total adopted operating budget. Monthly monitoring reports will be presented to the Directors, Chief Executive Officer, and Board of Directors.



## Financial Policies

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### **Debt Management (adopted March 2014)**

*Management of Borrowing* – The Authority will manage its debt obligations to keep debt service a predictable part of the operating budget, raise capital at the lowest cost unless other conditions or exigencies suggest otherwise, and support the Authority's credit rating objective.

*Credit Rating Objective* – The Authority will maintain a good reputation in the credit markets by implementing and maintaining a sound capital program and managing the annual budget responsibly, with a goal of maintaining and/or strengthening its credit rating.

*Appropriate Use of Debt* – Long-term debt issued will not exceed the useful life of projects financed unless other exigencies dictate otherwise. Current operations will not be financed with long-term debt. Short-term borrowing will not be used for operating purposes.

*Continuing Disclosure* – The Authority will ensure compliance with continuing disclosure reporting requirements, including its obligation to inform the Municipal Securities Rulemaking Board through the EMMA website (Electronic Municipal Market Access), post-issuance IRS compliance, and IRS arbitrage regulations.

*Post-Issuance Compliance* – The Authority will maintain a post-issuance tax compliance policy for its debt obligations that are eligible for tax benefits under federal and state law. Such obligations may include tax exempt bonds and/or bonds eligible for tax credits.

*Reserve Accounts* – The Authority will maintain reserve accounts as required by applicable bond documents, and where deemed advisable by the Board.

*Debt Service Coverage Ratio* – The Authority will maintain debt service coverage ratios at least sufficient to comply with current bond documents. The long-term financial plan will be used to ensure sufficient funding for capital while maintaining an internal debt service coverage ratio goal of at least 1.50X.

### **Reserve Fund (adopted March 2014, amended March 2016)**

*Funding Policy* – Adequate reserves are a necessary component of the Authority's overall financial management strategy and ensure sufficient funding is available to meet current and future operating, capital, and debt service obligations. Adequate reserves are a key factor in external agencies' measurement of the Authority's financial strength.

Current bond documents require certain accounts and prioritize their funding. Fund requirements are established, by either the provisions of the bond documents or Board policy, as follows:

1. Operating Fund, Section 504 of Bond Resolution – maintenance of a balance equal to the current and next month's budgeted Expressway System operating expenses; used to pay the operating costs of the Expressway System.
2. Parity Bond Fund, Section 505 of Bond Resolution – monthly transfers of 1/12th of annual principal and 1/6th of semi-annual interest to accumulate a sufficient balance for each debt service payment (January 15 and July 15).
3. Parity Bond Reserve Fund, Section 506 of Bond Resolution – maintenance of a balance equal to the lesser of: (a) 10% of the original sale proceeds on all parity bonds outstanding, (b) maximum annual debt service on all parity bonds outstanding, or (c) 125% of the average annual debt service on all parity bonds outstanding; used to cure shortfalls in debt service payment.

## Financial Policies

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4. Repair & Contingency Fund, Section 509 of Bond Resolution – maintain a balance as of June 30<sup>th</sup> at least equal to the next fiscal year's capital plan, as certified by the Consulting Engineers in accordance with Section 708 of Bond Resolution; used to pay the capital costs of the Expressway System.
5. Excess Balances Fund, Section 510 of Bond Resolution – no minimum funding level required per bond documents. In order to meet liquidity goals, this Board policy establishes the maintenance of a balance in such fund of between one and two years of the annual Expressway System operating budget. Use of amounts in the Excess Balances Fund is restricted to allowable purposes as defined under the Bond Resolution, including the redemption of outstanding debt and payment for capital costs of the Expressway. Any amounts drawn from the Excess Balances Fund shall require Board approval.

### **Accounting and Financial Reporting (adopted April 2015)**

*Accounting Standards* – The Authority's financial statements will conform to Generally Accepted Accounting Principles (GAAP) as established by the Government Accounting Standards Board (GASB).

*Accounting Records* – The Authority will maintain an accounting system to allow for the accurate and timely preparation of financial statements.

*Audit Requirement* – An independent certified public accountant will perform an annual audit of the Authority's financial statements. Audit results will be presented to the Authority's audit committee and Board of Directors for acceptance.

*Audit Committee* – The Authority will maintain an audit committee consisting of members of its Board of Directors to provide independent review and oversight of the Authority's financial reporting process, internal controls and independent auditors.

*Comprehensive Annual Financial Report* – The Authority will prepare a Comprehensive Annual Financial Report in accordance with guidelines established by the Government Finance Officers Association (GFOA) in order to maintain the GFOA's Certificate of Achievement for Excellence in Financial Reporting.

*Annual Budget* – The Authority will prepare an annual budget in accordance with guidelines established by the Government Finance Officers Association (GFOA) in order to maintain the GFOA's Distinguished Budget Presentation Award.

*Presentation of Financial Reports* – The Authority will use its website as a primary means of communicating financial information to its customers, bondholders and other interested parties.

## Revenue Sources and Forecasting Assumptions

### Revenue Sources

Toll revenue from the Expressway System represents over 98% of the Authority's total revenue and is considered the Authority's only major revenue source. The Authority's Traffic and Revenue Consultant prepares an annual traffic and revenue forecast, which is used as the basis for the Authority's toll revenue budget.

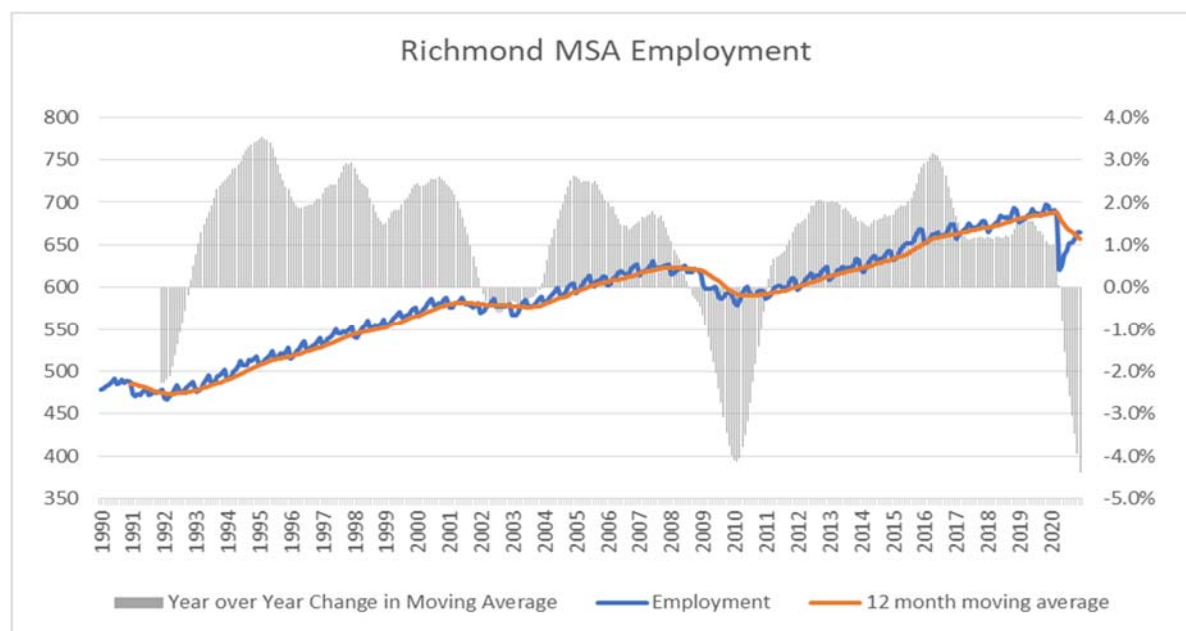
### Economic Conditions

Traffic on the Authority's Expressway System is primarily commuter-based, with area employment levels directly impacting the number of daily commuter trips. While the unemployment rate indicates the general direction of the economy, area employment is a more appropriate economic indicator to correlate to the Authority's traffic. Due to the COVID-19 pandemic, economic conditions deteriorated rapidly and traffic volume decreased significantly for the RMTA Expressway system. This impact has been factored in the FY 2022 budget with available information at the time of budget development.

### Employment

Employment data for the Richmond Metropolitan Statistical Area (MSA) from the Bureau of Labor Statistics (BLS) is historically correlated with RMTA traffic. As the RMTA is mostly a commuter facility, traffic is reasonably related to economic output and employment levels. The figures that follow show the historical employment levels for the Richmond MSA by month, the 12 month moving average of that monthly employment, and the annualized growth rate of the 12 month moving average. Two time periods are shown. The first is over 20 years which allows for depiction of pre-recession employment growth, decreases in employment during the recession, subsequent recovery, and the recent COVID-19 pandemic impact. The second graph presents approximately the last five years to show the most recent experience. The third graph shows the unemployment rates for the United States, Virginia, and Richmond for approximately the last three years.

Figure 1: Richmond MSA Employment – Long Term



## Revenue Sources and Forecasting Assumptions

Figure 2: Richmond MSA Employment – Short Term

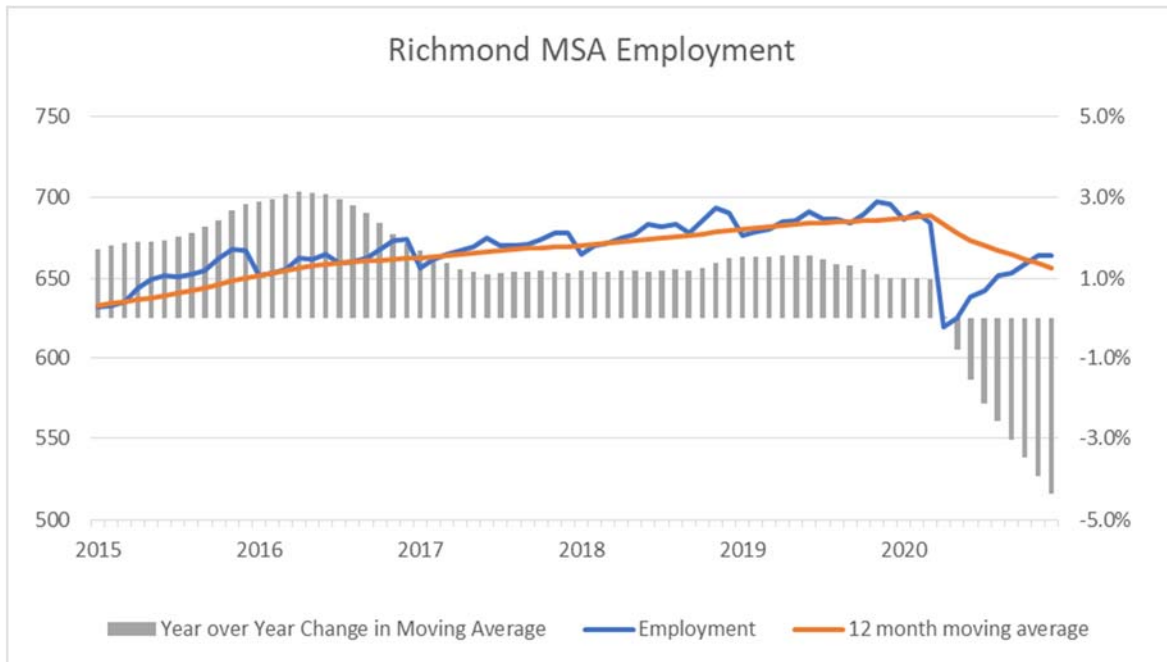
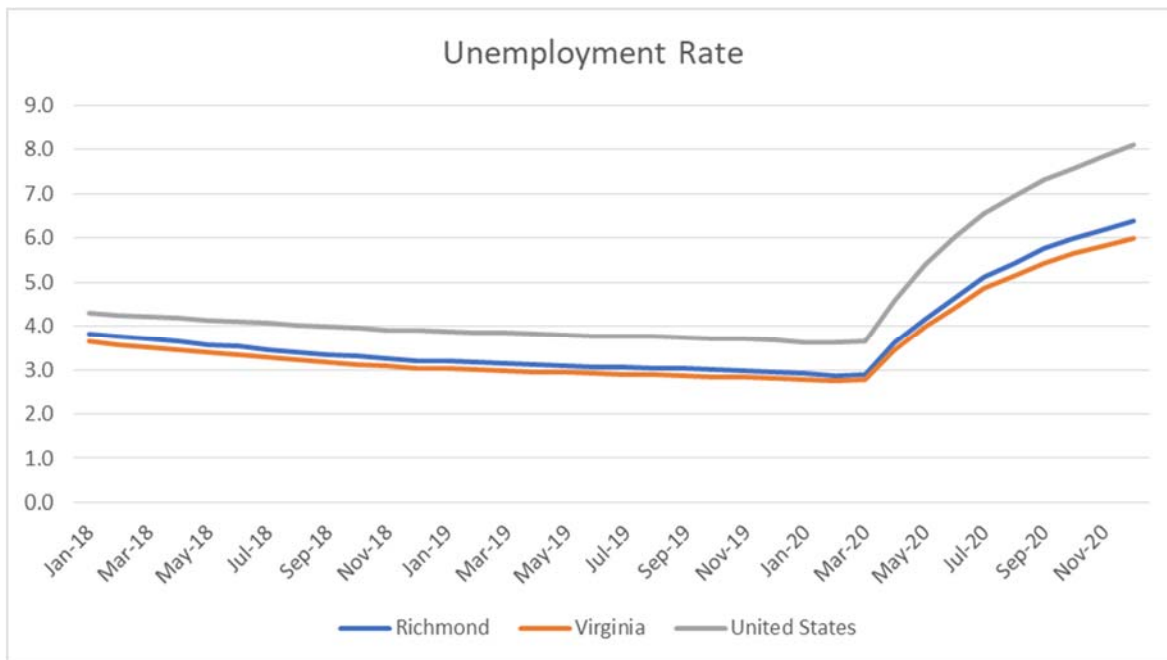


Figure 2: Unemployment Rates – Short Term

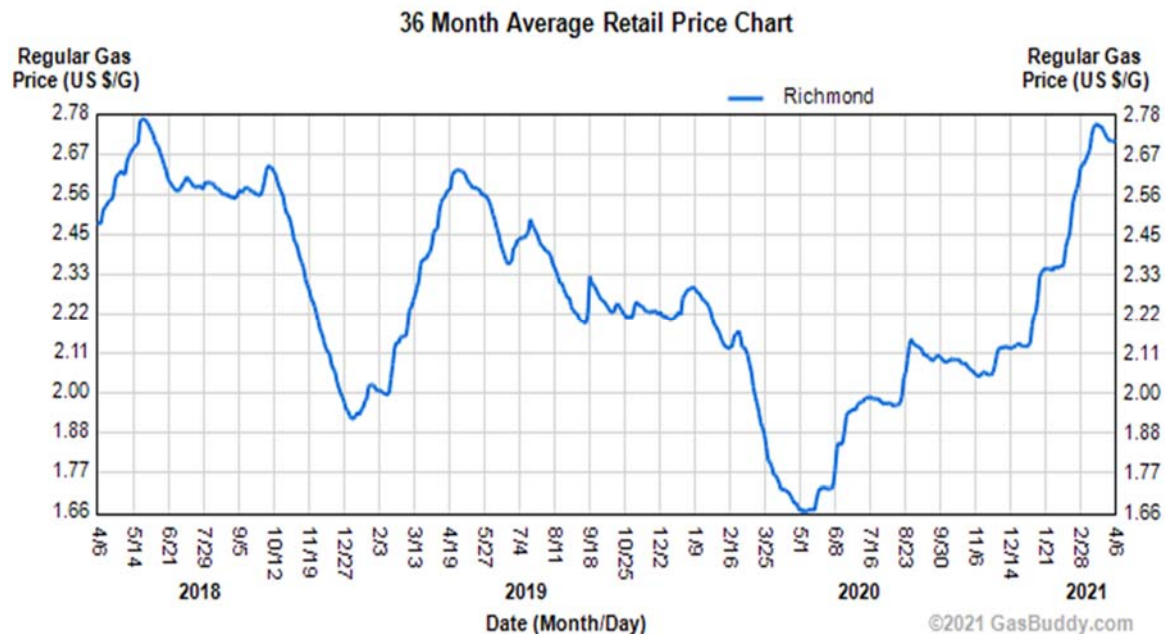


## Revenue Sources and Forecasting Assumptions

### Gas Prices

For the FY22 forecast, it is estimated that gas prices will remain below \$3.00. As of February 2020, gas prices were averaging approximately \$2.21. In February 2021, gas prices averaged \$2.70. Due to the COVID-19 virus impact on the economy, the prices could rise above \$3.00 temporarily. It should be noted that Richmond gas prices have been generally below those of the United States as a whole.

Figure 3: Price of Gasoline over the Past 36 months in Richmond, Virginia



## Long-Term Financial Plan

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### Long-Term Financial Plan Overview

The Authority works closely with its Traffic and Revenue Consultant and Consulting Engineer to develop a long-term financial plan for the Expressway that incorporates historical trends and assumptions regarding future traffic patterns, customer service demands, operating costs, debt requirements, and future capital needs. As stated in the Authority's financial policies, toll rate adjustments and borrowing decisions are identified within the context of the long-term financial plan.

The following contains a summary of the long-term financial plan, with a focus on the current and next six fiscal years. These conservative projections incorporate a sustained impact of the COVID-19 pandemic on traffic patterns. The projections are used for planning purposes only and may differ from actual results.

### Current and Next Six Fiscal Year Projections (in millions)

	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Tolls	\$ 29.0	\$ 30.5	\$ 31.4	\$ 32.6	\$ 33.9	\$ 35.3	\$ 36.7
Other	1.0	1.7	1.8	1.8	1.8	1.9	1.9
Total revenue	30.0	32.2	33.2	34.4	35.7	37.2	38.6
Operating expense	(12.3)	(14.9)	(15.4)	(15.9)	(16.3)	(16.8)	(17.3)
Net revenue	17.7	17.3	17.8	18.5	19.4	20.4	21.3
Debt service	(14.6)	(13.8)	(9.8)	(9.8)	(9.8)	(9.8)	(9.7)
Available for capital	\$ 3.1	\$ 3.5	\$ 8.0	\$ 8.7	\$ 9.6	\$ 10.6	\$ 11.6
Projected DSCR	1.21	1.25	1.82	1.89	1.98	2.08	2.20

### Toll Rates and Debt Issuance

The Authority's toll rates remain unchanged for FY 2022. The timing and extent of future rate adjustments will continue to be analyzed as projections are updated and revised based on actual results. The Authority has no plans to issue additional debt at this time.

### Debt Service Coverage Ratio

Debt service coverage ratio (DSCR) is an important consideration in the Authority's long-term financial planning efforts. The amount by which DSCR exceeds 1.00 illustrates the potential cash funding for capital, minimizing the need for borrowing. The Authority's bond resolution requires a DSCR of 1.20; a ratio below this level could place the Authority's bonds in default. The Authority's FY 2020 DSCR based on audited financial statements was 1.59. As illustrated in the projections above, the Authority expects to continue meeting its DSCR requirements for the foreseeable future.

## Long-Term Financial Plan

### Credit Rating

The confidence of financial markets in the Authority's performance is best illustrated through its credit rating. In October 2011, the Authority received credit ratings on its Series 2011-D Expressway revenue refunding bonds from three major credit rating agencies: Fitch, Moody's, and Standard & Poor's. This was the first time the Authority sought credit ratings from all three agencies.

Each rating agency periodically reviews the Authority's performance to determine if a rating action is needed. In April 2014, Fitch upgraded the Authority's initial rating from A- to A, citing the Authority's stable traffic, rate making flexibility, limited debt needs, and healthy infrastructure as key rating drivers. In May 2019, Standard & Poor's affirmed a previous rating of A+ with a stable outlook. Moody's affirmed their previous rating at A1 with a stable outlook in October 2019. In February 2020, Fitch affirmed a previous rating of A with a stable outlook.

In March 2020 Standard & Poor revised the outlook from stable to negative for all transportation infrastructure due to the impact from COVID-19. In April 2021, Fitch affirmed a previous rating of A with a stable outlook.

For reference, a summary of the rating scale for each rating agency (from highest to lowest):

Moody's	S&P	Fitch
Aaa	AAA	AAA
Aa1	AA+	AA+
Aa2	AA	AA
Aa3	AA-	AA-
A1	A+	A+
A2	A	A
A3	A-	A-
Baa1	BBB+	BBB+
Baa2	BBB	BBB
Baa3	BBB-	BBB-

Lower ratings are non-investment grade

### Capital Plan Funding

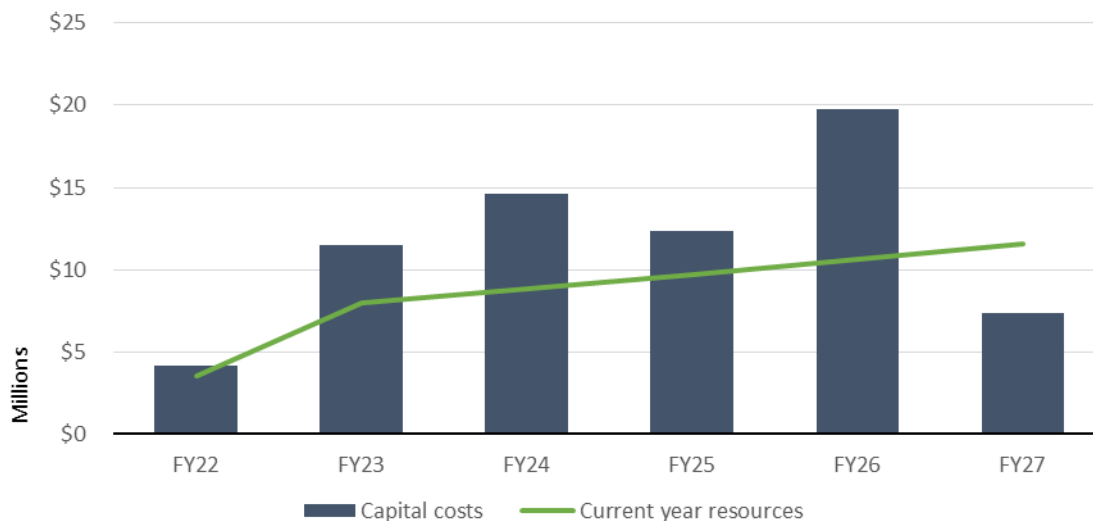
Capital needs must be compared to available resources to ensure capital funding is sufficient. In accordance with adopted financial policies, the Authority's goal is to have cash balances on hand as of June 30th to fully fund the next fiscal year's Capital Budget.

The following table and graph compares projected amounts available for capital after payments for operations and debt service against budgeted capital costs (in millions):

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Prior available for capital	\$ 2.1	\$ 1.4	\$ -	\$ -	\$ -	\$ -
Current available for capital	3.5	8.0	8.7	9.6	10.6	11.6
Debt issuance	-	-	-	-	-	-
Use of reserves	-	2.1	5.9	2.8	9.1	-
Capital budget	(4.2)	(11.5)	(14.6)	(12.4)	(19.7)	(7.4)
Available for future capital	<u>\$ 1.4</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4.2</u>

## Long-Term Financial Plan

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### Excess Balances Overview

For budgetary purposes, fund balance or fund equity is defined as the cumulative difference between revenues and expenses over time. For the Authority's Expressway System, this cumulative difference is best represented by the Excess Balances fund. The Excess Balances fund was established by the Authority's bond resolution and provides the only reserves available for the Expressway System with capital assets valued in excess of \$350 million.

After making required payments to fund operations, debt service and related reserves and the Capital Budget, any remaining revenue is transferred to Excess Balances at fiscal year-end. The Authority's financial policies establish the maintenance of a balance of between one and two years of the annual Expressway System operating budget in the Excess Balances fund. Any amounts drawn from Excess Balances requires the approval of the Board of Directors.

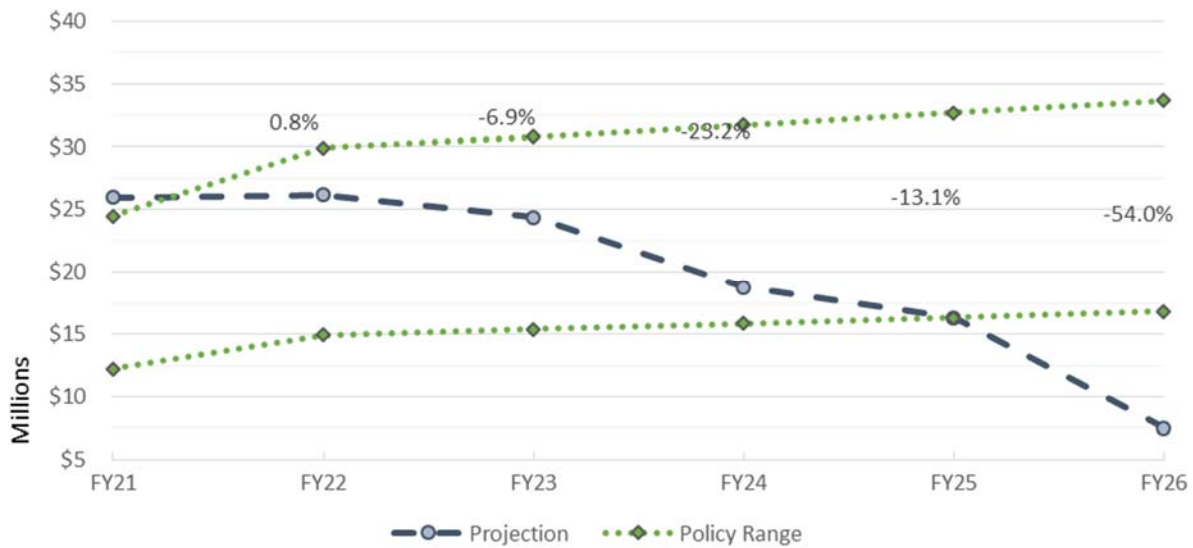
### Actual and Projected Changes to Excess Balances (millions)

These projections are used by the Authority for planning purposes only. Future projections are based on cash balances on hand and may differ from actual results due to changes in revenue, operating expenses, or capital estimates, as well as the timing of cash receipts and payments.



## Long-Term Financial Plan

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The use of reserves is driven by the difference between capital cost estimates, operational expenses, and available revenue. While the current long-term financial plan shows the use of reserves in FY 2023-2026, the Authority continues to evaluate all available options to determine the appropriate action necessary to support its funding requirements.

## Department Budgets

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## Expressway Operations

### Description

The Expressway Operations department is responsible for the collection of toll revenue and facility maintenance. Toll collection remains the primary function of the Authority, serving over 64.3 million customers in FY 2020 on the Authority's Expressway System, comprised of the Powhite Parkway, Downtown Expressway, and Boulevard Bridge.

### Priorities

1. Provide efficient and convenient toll collection methods
2. Provide a high level of customer service

### Performance Measures

Priority	Objective	Performance Measure	Result
1,2	Ensure public awareness of tolling programs and practices	Growth of E-ZPass penetration rates	<u>FY19</u> 72.5% <u>FY20</u> 74.0%

### Financial Summary

	FY2020	FY2021	FY2022	FY2021 to FY2022	
Toll Collection	Actual	Budget	Budget	\$	%
Compensation and Benefits	\$ 4,264,730	\$ 4,388,398	\$ 3,787,202	\$ (601,196)	-13.7%
Operating	6,315,648	6,211,497	6,125,740	(85,757)	-1.4%
<b>Total</b>	<b>\$ 10,580,378</b>	<b>\$ 10,599,895</b>	<b>\$ 9,912,942</b>	<b>\$ (686,953)</b>	<b>-6.5%</b>
FTE Positions	90.0	87.0	66.0	(21.0)	-24.1%

	FY2020	FY2021	FY2022	FY2021 to FY2022	
Maintenance	Actual	Budget	Budget	\$	%
Compensation and Benefits	\$ 307,299	\$ 341,390	\$ 336,005	\$ (5,385)	-1.6%
Operating	1,030,280	1,329,000	1,415,641	86,641	6.5%
<b>Total</b>	<b>\$ 1,337,579</b>	<b>\$ 1,670,390</b>	<b>\$ 1,751,646</b>	<b>\$ 81,256</b>	<b>4.9%</b>
FTE Positions	6.0	6.0	6.0	-	-

	FY2020	FY2021	FY2022	FY2021 to FY2022	
Total Expressway Operations	Actual	Budget	Budget	\$	%
Compensation and Benefits	\$ 4,572,029	\$ 4,729,788	\$ 4,123,207	\$ (606,581)	-12.8%
Operating	7,345,928	7,540,497	7,541,381	884	0.0%
<b>Total</b>	<b>\$ 11,917,957</b>	<b>\$ 12,270,285</b>	<b>\$ 11,664,588</b>	<b>\$ (605,697)</b>	<b>-4.9%</b>
FTE Positions	96.0	93.0	72.0	(21.0)	-22.6%

FY 2022 compensation and benefits costs decreased due to restructured staffing schedules and operating hours and suspension of wage increases. Healthcare costs decreased due to a reduction in staff and employer health savings account contributions. FY2022 overall operating costs increased slightly due to road maintenance and sanitation expenses for COVID-19 offset by decreased toll system maintenance and fees and the elimination of the SCOP operation.

## Expressway Operations

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### Highlights

Since its initial implementation in 1999, customers continue to utilize E-ZPass as the preferred method of payment on the Authority's Expressway System. The success and convenience of E-ZPass is evident by the growing number of customers who pay via E-ZPass, from 44% in FY 2006 to 74% in FY 2020. As of February 28, 2021, the peak morning and evening rush hours on the Powhite Parkway and Downtown Expressway, E-ZPass usage exceeds 80%.

The Authority contracts with the Virginia Department of Transportation (VDOT) for the day-to-day operation of the E-ZPass program. Services provided by VDOT as part of this contract include E-ZPass transaction processing, customer account management, and violations processing. VDOT uses a fee structure designed to recover the costs of operating the E-ZPass program.

At the time of publishing the budget document, VDOT provided the FY 2022 E-ZPass processing rates and the FY 2022 budget includes an increase based on forecasted increase of transactions and E-ZPass participation growth. The Authority estimates 74.5% of FY 2021 transactions will be collected via E-ZPass.

Additional focuses of the Toll Collection department include a commitment to providing excellent customer service through ongoing training efforts and proactive toll system maintenance to ensure accurate and reliable revenue collection. Toll system maintenance is performed by the current system integrators, The Revenue Markets, Inc. (TRMI) and TransCore, as well as the Authority's toll system maintenance team. The Authority, TRMI and TransCore work diligently to maintain the automatic coin machines (ACM), in-pavement sensors and overhead equipment throughout the Expressway System in good working order, while Authority staff works on the design and implementation of the new toll collection system. Upon notification and verification of reported equipment issues staff works quickly to resolve them.

Maintenance is responsible for the routine maintenance, miscellaneous repairs, and preventative maintenance of all toll plazas and facility grounds and buildings. Primary functions include but are not limited to daily janitorial duties, graffiti removal, landscaping throughout the Expressway System, and snow/ice removal at toll plazas buildings. As a result of the diligent work of the Maintenance employees, the Authority had no slip and fall incidents resulting in worker's compensation claims during the winter weather months in FY 2021.

This was the third year the Authority would oversee its own snow and ice removal operations previously performed by VDOT. In FY 2019, the Authority's inaugural year of performing this service, there were seven (7) recorded snow and ice events at a cost of approximately \$76,000. During FY 2020, there was one recorded snow and ice event that cost the Authority approximately \$4,000 due to the fact that this storm event didn't materialize as originally forecasted. During FY2021, there were eight (8) recorded snow and ice events at a cost of approximately \$85,000.

The Authority is currently in the process of rehabilitating the salt sheds facility located on Authority property along the Powhite Parkway. This facility was originally built and operated by VDOT beginning in the 1980s. VDOT terminated its snow and ice removal services for the Authority in 2017 at which time they abandoned the salt shed facility. Upon completion of the rehabilitation of the site which includes,

## Expressway Operations

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but is not limited to, the installation of a new waterproofing member line, new asphalt, runoff detention pond and curb and gutter, the Authority will utilize this site for its snow and ice removal operations during the 2021 - 2022 inclement weather season.

The Expressway Operations department was also responsible for the conversion of at least five (5) cash lanes to E-Z-Pass only lanes throughout the Expressway System. The Authority anticipates these lane conversions will help to increase the E-Z-Pass penetration rates and increase throughput. This unplanned project was completed using contract savings and without a request for additional capital from the Authority's Board of Directors.

In response to the COVID-19 virus, the Authority's Expressway Operations department worked quickly to implement a variety of precautionary measures to limit the potential impact of this virus on our staff and community. These measures include, but are not limited to the following:

- Maintenance cleaning at each plaza facility has been increased to twice daily, including Saturdays and Sundays
- All staff must wear gloves when handling money
- Increased distribution of hand sanitizer and disinfectant wipes
- Ongoing communication with toll plaza staff, providing updated information and guidance as it is provided from the Center for Disease Control and Prevention, the World Health Organization and the Virginia Department of Health
- Development of alternative staffing plans for toll plazas and the Authority's main office, including options to allow employees to work from home.

Additionally, in response to the pandemic and in consideration of the Governors' Stay at Home order, out of an abundance of caution and as a preemptive measure to help prevent the spread of COVID-19, toll attendants were removed from toll booths on Friday, April 3, 2020. This decision was congruent with the policy of tolling authorities throughout the Commonwealth including VDOT. Prior to the decision taking affect, signage was placed at all of the RMTA plazas notifying our customers of the changes that were being put in place. The Authority returned to limited operations on June 1, 2020. Each mainline toll plaza opened one (1) full service lane in each direction between the hours of 6:30 AM and 9:00 PM. The Boulevard Bridge remains exact change and E-ZPass Only.

## Administration

### Description

The Chief Executive Officer leads the organization, providing operational direction for the execution of policies established by the Board of Directors and for advising and recommending actions to the Board to meet the organization's needs. The CEO is the face of the organization in working and collaborating with local jurisdiction stakeholders and various transportation related partners.

Administration provides support services necessary to the Authority's daily operations, primarily through information systems and administrative support. Administration is also responsible for coordinating all external communications through press releases and web site updates. For budgetary purposes, internal audit and procurement functions are also classified under Administration.

### Priorities

1. Coordinate all external communications with media and customers
2. Provide operational support through information technology services
3. Conduct internal audit reviews of Authority processes and procedures
4. Oversee the procurement and contractual process

### Performance Measures

Priority	Objective	Performance Measure	Result
1	Manage the Authority's social media presence	Regular monitoring and updates of Facebook Info Line and Twitter	Staff monitors account activity
2	Archive Board and Committee meeting materials electronically	Archive all Board and Committee documents electronically	All meeting materials were uploaded
3	Routinely examine internal processes and procedures to ensure compliance and safekeeping of Authority assets	Number of internal audit examinations and related findings	<u>FY20</u> 4 internal reviews performed -no significant findings <u>FY21</u> 4 internal reviews performed -no significant findings
4	Manage the procurement process for all contracts	Number of contracts signed with oversight by the Internal Audit and Procurement Manager	<u>FY20</u> 10 contracts with value of \$8.6 million <u>FY21</u> 10 contracts with value of \$8.6 million

### Financial Summary

Administration	FY2020 Actual	FY2021 Budget	FY2022 Budget	FY2021 to FY2022	
				\$	%
Compensation and Benefits	\$ 1,000,764	\$ 807,974	\$ 868,615	\$ 60,641	7.5%
Operating	593,289	736,625	662,875	(73,750)	-10.0%
<b>Total</b>	<b>\$ 1,594,052</b>	<b>\$ 1,544,599</b>	<b>\$ 1,531,490</b>	<b>\$ (13,109)</b>	<b>-0.8%</b>
FTE Positions	4.0	4.0	5.0	1.0	25.0%

FY 2022 compensation and benefits costs increased primarily due to an additional position in the department. FY 2022 operating expense decreased due to reduced legal and consulting services.

## Administration

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### Highlights

The Administration continues to assess the new website to ensure that it is meeting the needs of our customers. The RMTA continues to increase social media presence since the website was redesigned in 2018. In an effort to further engage in social media, the RMTA twitter handles, added in 2018, directly link to the website. The website allows for our customers to submit comments regarding our customer service and roadway operation. During the COVID-19 coronavirus pandemic, the RMTA has used its website and social media presence to inform customers about Authority staffing reconfigurations and closures.

Like most organizations throughout the country this past year, the RMTA had to shift from an office environment to a telework environment. As employees shifted to a teleworking environment, the Information Technology department worked to ensure employees' transition was seamless and the productivity was not reduced.

The Information Technology department continues to work with Operations and HNTB, our engineering consultants, on the Toll system upgrade to ensure the network is fully capable of handling the increased amount of data that will be moving across it and to ensure the communication between the toll equipment and the RMTA network is linked properly.

The IT department installed fiber and switch and router replacements at two toll facilities/plazas in anticipation of a new toll system upgrade. The IT department upgraded several laptops and desktop workstations and is in the process of updating servers to ensure Microsoft compliance. Moreover, the IT department increased bandwidth throughout the Authority to support additional camera activity.

In addition to examining daily operations, the Authority's internal auditor added procurement oversight during FY 2016. This allows for a streamlined approach to procurement with enhanced accessibility of contracts and staff awareness of expiring and upcoming contract renewals. Additionally, vendors have a single procurement contact for all procurements. In FY 2020, approximately 10 contracts were signed with a value of \$8.6 million. In FY 2021, approximately 9 contracts were signed with a value of \$600,000.

## Engineering

### Description

Engineering provides the expertise required to preserve existing assets and facilities as directed by the Authority's bond covenants. Engineering considers the most sustainable, efficient and cost-effective approaches possible when planning for the future needs and demands of the Authority's assets.

### Priorities

1. Maintain assets through preventative maintenance and rehabilitation
2. Develop a comprehensive and cost-effective asset preservation plan

### Performance Measures

Priority	Objective	Performance Measure	Result
1	Perform annual inspections to identify asset needs timely	Annual facility inspections	<u>FY19</u> 100% complete <u>FY20</u> 100% complete
1,2	Maintain bridges at or above the established condition level	% of bridges rated below Federal Highway Administration (FHWA) condition rating of 5	<u>FY19</u> 0% <u>FY20</u> 0%
1,2	Maintain pavement at or above the established condition level	% of pavement with a PCR score less than 40	<u>FY19</u> 0.0% <u>FY20</u> 0.0%

### Financial Summary

Engineering	FY2020 Actual	FY2021 Budget	FY2022 Budget	FY2021 to FY2022 \$	%
Compensation and Benefits	\$ 167,875	\$ 295,702	\$ 294,634	\$ (1,068)	-0.4%
Operating	21,389	19,630	27,130	7,500	38.2%
<b>Total</b>	<b>\$ 189,264</b>	<b>\$ 315,332</b>	<b>\$ 321,764</b>	<b>\$ 6,432</b>	<b>2.0%</b>
FTE Positions	1.0	2.0	2.0	-	0.0%

FY 2022 compensation and benefits costs decreased slightly due to reduced employer health savings account contributions. FY 2022 operating costs increased due to additional training and seminar expense.

### Highlights

The Authority successfully completed the Protective Coatings 2019 (PC-2019) project for the Boulevard Bridge. This project took approximately 18 months to complete and included the removal of the bridges' protective coating system which had reached its end of useful life and the application of a new protective coating system. Project costs were approximately \$5.0M using a low cost invitation to bid procurement process. It included approximately 193,000 square feet of bridge steel which is more than 4 football fields. Also included was approximately 44,000 square feet of concrete protective coating for the bridge piers.

This project was a cost effective bridge preservation treatment to assure the continued structural integrity of the bridge that is nearly 100 years old. RMTA's bridge management program focuses on a planned strategy of cost-effective treatments to be performed to maintain bridges in good condition, preserve existing bridge elements or component conditions and retard future deterioration. Appropriate timing of planned preservation treatments and activities extend useful life of the structures at an overall lower lifetime cost.



## Engineering

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The Authority's annual Miscellaneous Repair project was completed on-time and on-budget. This annual project's scope is determined by the facility needs as well as items identified for repair during the annual bridge and pavement inspections. The reduced traffic volumes and revenue during 2020 caused by the COVID-19 pandemic, the RMTA revised the 2020 Miscellaneous Repair project. The main items addressed during the MR-20 project included 8,000 LF of guardrail, steel repairs, bridge joint repairs and shotcrete repairs, to name a few.

The toll collection system project (TSS-2017) is ongoing. The Authority's dedication to its customers, regional stakeholders and member jurisdictions is further evidenced by its continued commitment to ensuring the final toll system design meets all system requirements, safeguarding revenue and capital project funds.

The Authority continues to review the capital budget, making adjustments based on the annual facility inspection reports and condition assessments. Over the past year staff has adjusted the long range capital plan to include anticipated capital needs through FY 2041, including the addition of several missing items such as toll system expansions and upgrades, buildings and facility repairs and renovations, and cyclical preventative maintenance activities such as full protective bridge coatings, bridge deck overlays and mill & asphalt overlays. These cyclical preventative maintenance activities provide a planned strategy of cost-effective treatments to keep bridges and pavement in good condition, retard future deterioration and avoid large expenses such as reconstructions and/or full replacements of assets.

## Finance

### Description

Finance plans, organizes, and directs the financial activities of the Authority including note and bond financing, investment management, accounting, financial analysis, risk management, cash management, financial reporting and annual budgeting. Finance also provides fiscal operation support through the accounts payable, accounts receivable and payroll functions.

### Priorities

1. Ensure fiscal compliance with financial policies, bond indentures, and other agreements
2. Establish and maintain an effective internal control environment
3. Prepare financial reports that are useful, timely and accurate

### Performance Measures

Priority	Objective	Performance Measure	Result
1,2,3	Receive an unmodified ("clean") audit opinion	External auditor's audit opinion	FY19 Unmodified FY20 Unmodified
1,2,3	Obtain the GFOA Financial Reporting Award	Consecutive years receipt of award	FY19 26 FY20 27
1,2,3	Obtain the GFOA Budget Presentation Award	Consecutive years receipt of award	FY20 6 FY21 7

### Financial Summary

Finance	FY2020		FY2021		FY2022		FY2021 to FY2022	
	Actual		Budget		Budget		\$	%
Compensation and Benefits	\$ 405,200	\$	435,450	\$	442,725	\$	7,275	1.7%
Operating	595,332		662,404		623,375		(39,029)	-5.9%
<b>Total</b>	<b>\$ 1,000,532</b>	<b>\$</b>	<b>1,097,854</b>	<b>\$</b>	<b>1,066,100</b>	<b>\$</b>	<b>(31,754)</b>	<b>-2.9%</b>
FTE Positions	4.5		4.5		4.5		-	-

FY 2022 compensation and benefits costs increased primarily due to retirement contributions. FY 2022 operating expenses decreased primarily due to reduced insurance policy and consultant costs.

### Highlights

Finance works closely with the CEO to identify revenue opportunities, implement cost savings, and improve financial reporting. Finance manages the portfolio of extensive investments to maximize returns while maintaining a conservative approach. Finance evaluates the Risk Management coverage annually for proper protection of RMTA assets and operational activities. Finance also communicates with the Traffic and Revenue consultant to monitor traffic statistics, revenues, funding, and overall financial performance.

In response to the COVID-19 pandemic Finance has taken steps to ensure that bond covenants and other financial obligations are met. Expenses have been reviewed extensively, making reductions wherever possible. Reserves and other financial resources have been aligned to provide liquidity as necessary. Staff attends online presentations on new federal legislation and provides information to industry organizations to support potential legislation for the Authority's and tolling industry's benefit. Additional reporting and analytics are provided to internal departments to assist in the management and decision making process during the current environment.

## Finance

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Finance continues to provide accurate and excellent financial services as evidenced by receiving an unmodified (“clean”) audit opinion on the Authority’s FY 2020 Comprehensive Annual Financial Report. Finance also received the GFOA’s Distinguished Budget Presentation Award for the 7th consecutive year for the Authority’s FY 2021 budget and continues to make improvements to the budget document based on GFOA recommendations and industry best practices.

In 2019 Finance led an initiative to participate in the Virginia Resources Authority (VRA) Virginia Pooled Financing Program (VPFP) in order to lower debt servicing. The issuance of Series 2019B bonds in FY 2020 lowered total Authority debt service over \$4.2 million and provides in excess of \$160,000 annually in interest savings.

Finance managed the investment portfolio of the Authority with assets over \$70 million in FY 2021, ensuring maximum yields while maintaining security of funds.

In FY 2020 and FY 2021 with the outbreak of the COVID-19 pandemic, Finance provided updates on Authority finances and operations to credit agencies. In a testament to the Authority’s management, robust maintenance of capital assets, and sound financial stewardship, in April 2021 Fitch affirmed the rating of “A” with a stable outlook.

Finance is responsible for risk management of the Authority and annually reviews and updates insurance and liability coverages. In conjunction with the insurance provider, evaluations are made to ensure adequate asset protection is provided at the best premium rates. For FY 2022, annual premiums were reduced by \$39k.

In FY 2021, Finance has undertaken a system conversion project for the financial reporting application. This upgraded application will improve efficiency with a reduction in vendor cost. With the increase in working remotely, staff will also have the benefit of accessing the program via an easier configuration. Additionally, various internal processing costs will be eliminated.

## Human Resources

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### Description

Human Resources maintains a productive and highly-skilled workforce through recruitment, employment, compensation, benefits, employee relations and health and safety programs while ensuring compliance with laws and regulations.

### Priorities

1. Maintain competitive compensation and benefit plans while managing costs
2. Promote a positive and efficient working environment through employee communication and recognition
3. Comply with federal, state and local regulatory mandates and requirements

### Performance Measures

Priority	Objective	Performance Measure	Result
1	Implement Compensation Study recommendations regarding updated compensation plan and to address competitive salary concerns as related to the market	Completion of phase one of the compensation study and introduction of phase two	March 2020
1	Evaluate benefit plans with benefits consultant and providers to ensure packages are consistent with the marketplace	Annual review of benefit plans	February 2020
1	Work with Executive Staff and Operations Team to evaluate and implement staffing plan for workforce reduction due to COVID-19	Timely communication of pay and benefit options	March 2020-ongoing
2	Evaluate employee engagement and interest regarding health and wellness	Completion of health and wellness survey	December 2019
2	Evaluate employee engagement and morale through OneRMTA Engagement Committee	Implementation of programs and activities recommended by committee	July 2019; November 2019; March 2020
2	Coordinate and conduct regular training and development programs/activities to enhance knowledge of employee policies and legislation	Mandatory management training; review of policies and procedures during quarterly supervisor meetings	October 2019; March 2020
3	Review Personnel Policies and Procedures manual at least annually	Revised policy manual	June 2020

## Human Resources

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### Financial Summary

Human Resources	FY2020		FY2021		FY2022		FY2021 to FY2022	
	Actual		Budget		Budget		\$	%
Compensation and Benefits	\$	331,106	\$	325,592	\$	305,023	\$ (20,569)	-6.3%
Operating		46,196		74,250		60,750	(13,500)	-18.2%
<b>Total</b>	<b>\$</b>	<b>377,301</b>	<b>\$</b>	<b>399,842</b>	<b>\$</b>	<b>365,773</b>	<b>\$ (34,069)</b>	<b>-8.5%</b>
FTE Positions		3.0		3.5		3.0	(0.5)	-14.3%

FY 2022 compensation and benefits costs decreased primarily due to elimination of a position and reduced employer health savings account contributions. FY 2022 operating costs decreased due to reduced consultant, office, and training expenses.

### Highlights

Human Resources staff continue to explore innovative ways to provide quality benefits through diversification of offerings and cost sharing. Human Resources worked with the benefits consultants to promote employee awareness about healthcare benefits and Health Savings Accounts (HSAs). Staff promoted LiveHealth online for convenience and lower cost option. Additionally, HR staff conducted a health and wellness survey to assess employee engagement and interest in programs to address health concerns. The next step is to establish a wellness committee to implement some of the ideas that came through the survey.

Through the efforts of the benefits consultant, OneDigital, Human Resources was able to secure a new medical insurance plan that resulted in a premium decrease in FY21, while maintaining the core benefits coverage. Because the RMTA continuously considers the well-being of employees, the Compensation and Benefits Committee decided that RMTA will continue to provide a contribution to employee HSA accounts.

Human Resources contracted Paypoint HR in FY19 to conduct a comprehensive compensation study to compare existing pay of all RMTA positions to compensation scales of comparator organizations within the Richmond Metropolitan area. Phase 1 was implemented in FY20. Staff worked with the Board Compensation and Benefits Committee to evaluate and plan the second phase of the consultant's recommendations.

The OneRMTA Employee Engagement Committee held several events during FY21 to promote employee morale and teambuilding: a "Just Because" cookout for staff; harvest festival for employees, family and friends; and an employee appreciation breakfast. At the Annual Employee Recognition luncheon, 17 employees were recognized for their outstanding and dedicated contributions to the RMTA. Human Resources also recognized employees at Board meetings to celebrate their retirement.

Human Resources continues to promote performance based merit increases through an annual evaluation process. Coinciding with the fiscal year, RMTA uses a common merit date for all employees.

Human Resources staff continues to navigate and implement the regulatory changes proposed by the U.S. Department of Labor. Staff attends regular training, review and analysis of the Fair Labor Standards Act (FLSA), Family and Medical Leave Act (FMLA), Workers' Compensation Act, Americans with Disabilities Act Amendments Act (ADAAA), and Equal Employment Opportunity Commission (EEOC) requirements to ensure consistent compliance with federal and state laws.

## Human Resources

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The COVID-19 pandemic has created new challenges for Human Resources. Staff attends daily virtual presentations on legal updates to enhance their knowledge regarding the new federal legislation and guidelines. In collaboration with executive staff, Human Resources has been involved in development of a reconstructed schedule for field staff. Additionally, staff provides timely communication to impacted employees and guidance regarding benefits rights and paid leave in accordance with federal legislation and RMTA policies.

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## Budget Detail

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## Department to Fund Crosswalk

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As shown in the previous section, expense budgets by department are developed in order to track costs by the Authority's main functions. In order to comply with bond indenture requirements and accounting principles, the Authority must separate department budgets into budgets by funds.

As discussed in the Fund Structure, Basis of Accounting and Budgeting, and Budget Process section, the Authority administers three enterprise funds: Expressway, Expressway Repair and Contingency (Capital), Central Administration. The Expressway Repair and Contingency budget is presented as the Expressway Capital Budget in this document.

A summary of the FY 2022 operating budget by department and a crosswalk to the budgets by fund can be found below.

	<b>Expressway</b>	<b>Central Administration</b>	<b>Total</b>
Toll Collection	\$ 9,912,942	\$ -	\$ 9,912,942
Maintenance	1,751,646	-	1,751,646
Administration	144,500	1,386,990	1,531,490
Engineering	20,000	301,764	321,764
Finance	570,525	495,575	1,066,100
Human Resources	-	365,773	365,773
	<b>\$ 12,399,613</b>	<b>\$ 2,550,102</b>	<b>\$ 14,949,715</b>

	<b>Expressway</b>	<b>Central Administration</b>	<b>Total</b>
Total Budget by Fund	\$ 14,432,278	\$ 2,550,102	\$ 16,982,380
Central Admin Allocation	(2,032,665)	-	(2,032,665)
	<b>\$ 12,399,613</b>	<b>\$ 2,550,102</b>	<b>\$ 14,949,715</b>

- (1) Central Administration costs are recovered by allocating Central Administration expenses to the Authority's operating activity and capital plan. The allocation is based on estimated employee efforts towards the management of the Authority's operating activities and capital plan and is reviewed annually during budget development.

The following pages present a line-item detail budget by fund with a discussion of significant line item variances. Additional discussion can be found in the Department Budget section.



## Expressway Fund Budget

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### Description

The Expressway fund is used to account for all ongoing Expressway System operations, including toll collection and maintenance. The Expressway System is comprised of the Powhite Parkway, Downtown Expressway, and Boulevard Bridge, providing a vital urban transportation link for the Richmond metropolitan area.

### Significant Budgetary Changes

- *Toll Revenue:* Year to date toll revenue in FY 2021 is projected to be under budget by approximately 16% due to the COVID-19 pandemic. The budgeted toll revenue for FY 2022 is 12% less than FY 2021 budget. See the Revenue Sources and Forecasting Assumption section for a detailed discussion on the development of the FY 2022 forecast.
- *Compensation and benefits:* Salaries are reduced in FY 2022 due to restructured staffing schedules, operating hours, suspension of wage increases, and elimination of the SCOP operation offset by increased unemployment benefit expense. Healthcare costs decreased due to a reduction in staff and employer health savings account contributions.
- *E-ZPass processing fees:* The FY 2022 budget includes an 8% increase based on increased traffic volume and E-ZPass utilization rate.
- *Toll System Maintenance:* FY 2022 costs decreased \$129,000 due to contractual maintenance for the toll system.
- *Annual Road Maintenance – Roadways:* FY 2022 includes an estimated \$95,000 increase for the general maintenance of the expressway system, buildings, and the salt sheds.

## Expressway Fund Budget

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### Certificate

In accordance with Section 701 of the 2011 bond resolution, the Authority is required to engage a Traffic and Revenue Consultant to certify that the budget has been prepared in accordance with the provisions of the Master Resolution and shall contain a certificate of the Consulting Engineers approving the same.

The Authority has contracted with Stantec Consulting Services Inc. as Traffic and Revenue Consultant and with HNTB as Consulting Engineer.

The certificate is presented as a draft for the proposed budget presentation; revenue and expense certifications are finalized upon budget adoption.

	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2021 to FY2022</b>	
	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	<b>\$</b>	<b>%</b>
Toll Revenue (1)	\$ 37,004,506	\$ 35,845,500	\$ 31,726,000	\$ (4,119,500)	-11.5%
Other Revenue (2)	518,300	502,000	479,000	(23,000)	-4.6%
	37,522,806	36,347,500	32,205,000	(4,142,500)	-11.4%
Operating Expenses	15,275,020	15,823,802	14,949,715	(874,087)	-5.5%
Net Operating Revenue	22,247,786	20,523,698	17,255,285	(3,268,413)	-15.9%
Debt Service	(14,576,801)	(14,575,739)	(13,753,176)	822,563	-5.6%
<b>Available for Capital</b>	<b>\$ 7,670,985</b>	<b>\$ 5,947,959</b>	<b>\$ 3,502,109</b>	<b>\$ (2,445,850)</b>	<b>-41.1%</b>

(1) As estimated by Stantec and the Authority

(2) As estimated by the Authority

### Revenue Certification



Richard Gobeille, P.E.  
Stantec Consulting Services, Inc.

### Expense Certification



Christopher Lester, P.E.  
HNTB Corporation

## Expressway Fund Budget

Expressway	FY2020 Actual	FY2021 Budget	FY2022 Budget	FY2021 to FY2022 \$ %	
Revenue					
Toll Revenue	\$ 35,769,334	\$ 34,613,500	\$ 30,466,000	\$ (4,147,500)	-12.0%
Violation Enforcement - CSC	967,512	1,000,000	1,000,000	-	0.0%
Violation Enforcement - Courts	246,824	210,000	225,000	15,000	7.1%
Toll Payments - Collections	20,836	22,000	35,000	13,000	59.1%
Parking Lot Rentals	53,722	52,000	54,000	2,000	3.8%
Interest Income	463,446	450,000	425,000	(25,000)	-5.6%
Miscellaneous Income	1,132	-	-	-	0.0%
Total Revenue	<u>\$37,522,806</u>	<u>\$36,347,500</u>	<u>\$32,205,000</u>	<u>\$ (4,142,500)</u>	<u>-11.4%</u>
Toll Collection					
Regular Pay	\$ 2,708,877	\$ 2,975,430	\$ 2,436,507	\$ (538,923)	-18.1%
Overtime	308,990	184,685	174,420	(10,265)	-5.6%
Payroll Taxes	222,735	241,749	199,736	(42,013)	-17.4%
Retirement	46,152	64,574	54,417	(10,157)	-15.7%
Health Insurance	879,803	841,226	682,596	(158,630)	-18.9%
Group Life Insurance	36,802	35,481	19,126	(16,355)	-46.1%
Long Term Disability	2,148	3,353	3,500	147	4.4%
Unemployment Benefits	34,912	15,000	200,000	185,000	1233.3%
Uniforms	6,727	4,900	2,900	(2,000)	-40.8%
Employee Mileage	17,584	22,000	14,000	(8,000)	-36.4%
Compensation and Benefits	4,264,730	4,388,398	3,787,202	(601,196)	-13.7%
E-ZPass Processing Fees	3,130,789	2,875,000	3,100,000	225,000	7.8%
Violation Enforcement - CSC	1,461,231	1,250,000	1,000,000	(250,000)	-20.0%
Collections Service	11,941	12,300	9,500	(2,800)	-22.8%
Armored Transport & Coin Counting	208,559	220,000	250,000	30,000	13.6%
Toll System Maint. - Transcore	318,299	438,000	400,000	(38,000)	-8.7%
Toll System Maint. - TRMI	841,663	1,034,697	943,240	(91,457)	-8.8%
Currency Counter Maintenance	2,856	3,000	3,000	-	0.0%
Security System	9,506	10,000	10,000	-	0.0%
Traffic Camera Hosting	1,983	2,500	2,500	-	0.0%
Utilities	178,093	195,000	185,000	(10,000)	-5.1%
Toll System Parts and Supplies	113,630	130,000	180,000	50,000	38.5%
(continued)					

## Expressway Fund Budget

Expressway	FY2020	FY2021	FY2022	FY2021 to FY2022	
	Actual	Budget	Budget	\$	%
Security System - Camera					
Maintenance	866	10,000	10,000	-	0.0%
Traffic Cameras - Maintenance	13,261	5,000	5,000	-	0.0%
Gate Claims	4,184	5,000	6,500	1,500	30.0%
Office Supplies and Printing	13,869	15,000	15,000	-	0.0%
Office Equipment	4,422	5,000	5,000	-	0.0%
Miscellaneous Expenses	496	1,000	1,000	-	0.0%
Operating	6,315,648	6,211,497	6,125,740	(85,757)	-1.4%
<b>Toll Collection Total</b>	<b>\$10,580,378</b>	<b>\$10,599,895</b>	<b>\$ 9,912,942</b>	<b>\$ (686,953)</b>	<b>-6.5%</b>

### Maintenance

Regular Pay	\$ 206,406	\$ 218,461	\$ 219,709	\$ 1,248	0.6%
Overtime	22,742	28,476	28,647	171	0.6%
Payroll Taxes	16,833	18,891	18,999	108	0.6%
Retirement	3,426	5,200	5,523	323	6.2%
Health Insurance	50,902	63,086	57,334	(5,752)	-9.1%
Group Life Insurance	2,803	2,776	2,793	17	0.6%
Uniforms	4,187	4,500	3,000	(1,500)	(0)
Compensation and Benefits	307,299	341,390	336,005	(5,385)	-1.6%
Annual Road Maintenance	827,299	1,100,000	1,169,641	69,641	6.3%
Building and Janitorial Services	21,307	25,000	25,000	-	0.0%
Materials & Supplies - Toll Plaza	7,392	7,500	7,500	-	0.0%
Materials & Supplies - Traffic Control	3,883	6,000	6,000	-	0.0%
Materials & Supplies - Grounds & Buildings	46,416	48,000	65,000	17,000	35.4%
Materials & Supplies - Roadways	-	10,000	10,000	-	0.0%
Grounds & Building Maintenance	61,642	75,000	83,000	8,000	10.7%
Maintenance - Equipment Repair	7,044	7,500	7,500	-	0.0%
Vehicle Operations and Maintenance	55,297	50,000	42,000	(8,000)	-16.0%
Operating	1,030,280	1,329,000	1,415,641	86,641	6.5%
<b>Maintenance Total</b>	<b>\$ 1,337,579</b>	<b>\$ 1,670,390</b>	<b>\$ 1,751,646</b>	<b>\$ 81,256</b>	<b>4.9%</b>

## Expressway Fund Budget

Expressway	FY2020	FY2021	FY2022	FY2021 to FY2022	
	Actual	Budget	Budget	\$	%
<b>SCOP</b>					
Regular Pay	\$ 147,789	\$ 146,082	\$ -	\$ (146,082)	-100.0%
Overtime	765	-	-	-	0.0%
Payroll Taxes	11,323	11,175	-	(11,175)	-100.0%
Retirement	2,591	3,041	-	(3,041)	-100.0%
Health Insurance	9,368	8,300	-	(8,300)	-100.0%
Group Life Insurance	795	754	-	(754)	-100.0%
Long Term Disability	610	638	-	(638)	-100.0%
Uniforms	3,151	5,000	-	(5,000)	-100.0%
Compensation and Benefits	176,392	174,990	-	(174,990)	-100.0%
Communications Systems	6,197	5,500	-	(5,500)	-100.0%
Communications Equipment	2,267	5,400	-	(5,400)	-100.0%
Materials & Supplies - Traffic Control	1,392	2,000	-	(2,000)	-100.0%
Training and Development	8,416	6,000	-	(6,000)	-100.0%
Safety Program	1,250	2,000	-	(2,000)	-100.0%
Operating	19,522	20,900	-	(20,900)	-100.0%
<b>SCOP Total</b>	<b>\$ 195,914</b>	<b>\$ 195,890</b>	<b>\$ -</b>	<b>\$ (195,890)</b>	<b>-100.0%</b>
<b>Administrative</b>					
Telecommunications	\$ 17,851	\$ 17,250	\$ 17,500	\$ 250	1.4%
Data Communications	28,287	36,000	36,500	500	1.4%
Computer Service Agreements	47,463	41,000	36,500	(4,500)	-11.0%
Legal Services	24,516	50,000	50,000	-	0.0%
Computer Hardware	5,782	10,000	4,000	(6,000)	-60.0%
Computer Software	3,751	5,000	-	(5,000)	-100.0%
Asset Management Software Hosting	17,100	19,000	20,000	1,000	5.3%
Insurance	368,281	387,660	349,067	(38,593)	-10.0%
Trustee Services	20,909	19,550	19,550	-	0.0%
Traffic and Revenue Consultant	36,689	49,834	49,908	74	0.1%
Audit and Accounting Services	62,170	60,000	60,000	-	0.0%
Credit Rating Fees	16,000	24,000	28,000	4,000	16.7%
Financial Advisor	-	18,000	10,000	(8,000)	-44.4%
Investment Advisor	44,172	51,000	54,000	3,000	5.9%
<b>Administrative Total</b>	<b>\$ 692,971</b>	<b>\$ 788,294</b>	<b>\$ 735,025</b>	<b>\$ (53,269)</b>	<b>-6.8%</b>
Compensation and Benefits	\$ 4,748,421	\$ 4,904,778	\$ 4,123,207	\$ (781,571)	-15.9%
Operations	8,058,421	8,349,691	8,276,406	(73,285)	-0.9%
Central Admin Allocation	2,105,834	2,068,552	2,032,665	(35,887)	-1.7%
<b>Total Expenses</b>	<b>\$14,912,676</b>	<b>\$15,323,021</b>	<b>\$14,432,278</b>	<b>\$ (890,743)</b>	<b>-5.8%</b>

## Central Administration Fund Budget

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### Description

The Central Administration fund is used to accumulate and allocate administrative expenses, including costs associated with the Board of Directors, Chief Executive Officer, and department Directors. Costs are allocated to the Authority's operations based on estimated Central Administration employee efforts toward each operation. Department Directors review the cost allocation percentages each year during the budget process.

### Significant Budgetary Changes

- *Compensation and benefits*: Salaries increased due to an additional full-time position offset by elimination of a part-time position and reduced employer health savings account contributions.
- *OPEB Trust Contribution*: Decrease of \$50,000 as Trust is funded at 124% per June 30, 2020 valuation.
- *Legal*: FY 2022 decrease of \$50,000 reflects historical trend utilization.
- *Public Relations*: Increase of \$20,000 for communications

## Central Administration Fund Budget

Central Administration	FY2020 Actual	FY2021 Budget	FY2022 Budget	FY2021 to FY2022 \$ %	
<b>Administration</b>					
Regular Pay	\$ 488,929	\$ 506,301	\$ 606,141	\$ 99,840	19.7%
Payroll Taxes	32,397	35,035	42,989	7,954	22.7%
Retirement	47,804	50,126	53,102	2,976	5.9%
Health Insurance	118,233	99,416	102,454	3,038	3.1%
Group Life Insurance	5,883	6,564	7,902	1,338	20.4%
Long Term Disability	4,678	5,532	6,027	495	8.9%
Unemployment Benefits	2,840	5,000	-	(5,000)	-100.0%
OPEB Trust Contribution	<u>300,000</u>	<u>100,000</u>	<u>50,000</u>	<u>(50,000)</u>	<u>-50.0%</u>
Compensation and Benefits	1,000,764	807,974	868,615	60,641	7.5%
Telecommunications	9,736	10,000	10,000	-	0.0%
Data Communications	2,558	3,500	3,500	-	0.0%
Computer Service Agreements	27,418	29,500	26,500	(3,000)	-10.2%
Consulting Services	14,375	17,000	10,000	(7,000)	-41.2%
Legal Services	129,821	200,000	150,000	(50,000)	-25.0%
Office Lease and Parking	196,197	213,000	208,600	(4,400)	-2.1%
Miscellaneous Expenses	50	1,000	500	(500)	-50.0%
Computer Hardware	26,822	10,600	4,000	(6,600)	-62.3%
Computer Software	8,752	5,000	5,000	-	0.0%
Web Site Development	828	2,000	2,000	-	0.0%
Board Attendance Fees	4,450	7,000	4,000	(3,000)	-42.9%
Board Expenses - Other	3,997	7,500	3,000	(4,500)	-60.0%
Professional Memberships and Subscriptions	28,005	33,975	33,975	-	0.0%
Training and Development	6,340	22,300	22,300	-	0.0%
Public Relations	1,289	10,000	30,000	20,000	200.0%
Community Outreach	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>-</u>	<u>0.0%</u>
Operating	<u>465,639</u>	<u>577,375</u>	<u>518,375</u>	<u>(59,000)</u>	<u>-10.2%</u>
<b>Administration Total</b>	<b><u>\$ 1,466,402</u></b>	<b><u>\$ 1,385,349</u></b>	<b><u>\$ 1,386,990</u></b>	<b><u>\$ 1,641</u></b>	<b><u>0.1%</u></b>
<b>Engineering</b>					
Regular Pay	\$ 135,906	\$ 234,021	\$ 234,021	\$ -	0.0%
Payroll Taxes	10,286	17,903	17,903	-	0.0%
Retirement	8,644	10,749	11,748	999	9.3%
Health Insurance	10,129	27,557	25,270	(2,287)	-8.3%
Group Life Insurance	1,611	3,136	3,136	-	0.0%
Long Term Disability	<u>1,299</u>	<u>2,336</u>	<u>2,556</u>	<u>220</u>	<u>9.4%</u>
Compensation and Benefits	167,875	295,702	294,634	(1,068)	-0.4%
Professional Memberships and Subscriptions	620	630	630	-	0.0%
Training and Development	<u>3,669</u>	<u>-</u>	<u>6,500</u>	<u>6,500</u>	<u>0.0%</u>
Operating	<u>4,289</u>	<u>630</u>	<u>7,130</u>	<u>6,500</u>	<u>1031.7%</u>
<b>Engineering Total</b>	<b><u>\$ 172,164</u></b>	<b><u>\$ 296,332</u></b>	<b><u>\$ 301,764</u></b>	<b><u>\$ 5,432</u></b>	<b><u>1.8%</u></b>

## Central Administration Fund Budget

Central Administration	FY2020 Actual	FY2021 Budget	FY2022 Budget	FY2021 to FY2022 \$ %	
<b>Finance</b>					
Regular Pay	\$ 322,586	\$ 336,613	\$ 336,613	\$ -	0.0%
Overtime	6,367	884	1,768	884	100.0%
Payroll Taxes	23,852	25,818	26,038	220	0.9%
Retirement	6,277	11,989	15,141	3,152	26.3%
Health Insurance	40,250	53,991	56,828	2,837	5.3%
Group Life Insurance	3,606	4,025	4,025	-	0.0%
Long Term Disability	2,261	2,130	2,312	182	8.5%
Compensation and Benefits	405,200	435,450	442,725	7,275	1.7%
Payroll Systems and Services	26,810	27,600	26,000	(1,600)	-5.8%
Accounting System and Services	17,101	14,000	18,000	4,000	28.6%
OPEB Actuarial Valuation	-	7,000	3,600	(3,400)	-48.6%
Professional Memberships and Subscriptions	2,409	2,760	2,750	(10)	-0.4%
Training and Development	792	1,000	2,500	1,500	150.0%
Operating	47,111	52,360	52,850	490	0.9%
<b>Finance Total</b>	<b>\$ 452,311</b>	<b>\$ 487,810</b>	<b>\$ 495,575</b>	<b>\$ 7,765</b>	<b>1.6%</b>
<b>Human Resources</b>					
Regular Pay	\$ 244,310	\$ 248,674	\$ 229,070	\$ (19,604)	-7.9%
Overtime	402	396	792	396	100.0%
Payroll Taxes	17,689	19,054	17,584	(1,470)	-7.7%
Retirement	11,761	13,144	13,144	-	0.0%
Health Insurance	51,983	39,163	39,092	(71)	-0.2%
Group Life Insurance	2,751	3,070	3,070	-	0.0%
Long Term Disability	2,211	2,091	2,271	180	8.6%
Compensation and Benefits	331,106	325,592	305,023	(20,569)	-6.3%
Document Storage	2,176	2,000	2,000	-	0.0%
Copier Lease	5,492	3,500	3,500	-	0.0%
Postage Machine	3,505	4,000	2,000	(2,000)	-50.0%
Benefits Consultant	30,000	38,500	33,500	(5,000)	-13.0%
Office Supplies and Printing	5,161	5,500	4,500	(1,000)	-18.2%
Office Equipment	(7,405)	-	-	-	0.0%
Miscellaneous Expenses	492	1,000	500	(500)	-50.0%
Professional Memberships and Subscriptions	517	750	750	-	0.0%
Training and Development	2,682	4,000	1,500	(2,500)	-62.5%
Personnel - Employment	2,887	5,000	4,000	(1,000)	-20.0%
Personnel - Employee Relations	688	10,000	8,500	(1,500)	-15.0%
Tuition Assistance	-	-	-	-	0.0%
Operating	46,196	74,250	60,750	(13,500)	-18.2%
<b>Human Resources Total</b>	<b>\$ 377,301</b>	<b>\$ 399,842</b>	<b>\$ 365,773</b>	<b>\$ (34,069)</b>	<b>-8.5%</b>
Compensation and Benefits	\$ 1,904,944	\$ 1,864,718	\$ 1,910,997	\$ 46,279	2.5%
Operations	563,235	704,615	639,105	(65,510)	-9.3%
<b>Total Expenses</b>	<b>\$ 2,468,178</b>	<b>\$ 2,569,333</b>	<b>\$ 2,550,102</b>	<b>\$ (19,231)</b>	<b>-0.7%</b>



## **Expressway Capital Budget**

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## Capital Budget Overview

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### Overview

The Expressway Capital Budget includes capital expenditures for all preservation, capital maintenance, and major capital improvement projects for over 50 lane miles of roads and 36 bridges that comprise the Expressway System.

### Asset Maintenance Approach

The Authority's asset maintenance philosophy centers on performing annual condition assessments and facility inspections, which identify preventive maintenance and rehabilitation required to maintain and preserve infrastructure assets. This provides for cost-effective maintenance while minimizing the need for full asset replacement. Barring significant regional growth or a disaster scenario, the Authority expects this approach to asset maintenance will continue to extend the useful life of its major infrastructure assets without the need for full asset replacement.

### Capital Budget Development

The Authority utilizes its independent Consulting Engineer to perform annual condition assessments and facility inspections to identify required and recommended maintenance needs. The Capital Budget is developed by the Authority based on these recommendations. The Consulting Engineer is required to certify the final Capital Budget amounts per the Authority's 2011 bond resolution.

### Grouping

Expenses within the Capital Budget are grouped into two broad categories: Routine Maintenance and Capital Improvement Projects. The Routine Maintenance group includes costs required to maintain facilities at or above established condition levels. Recurring Routine Maintenance projects include general maintenance and repair, protective coatings, and inspections. The Capital Improvement Projects group includes all other projects, such as the recent Downtown Expressway ORT project and the Powhite Bridge Overlay project.

### Funding Sources

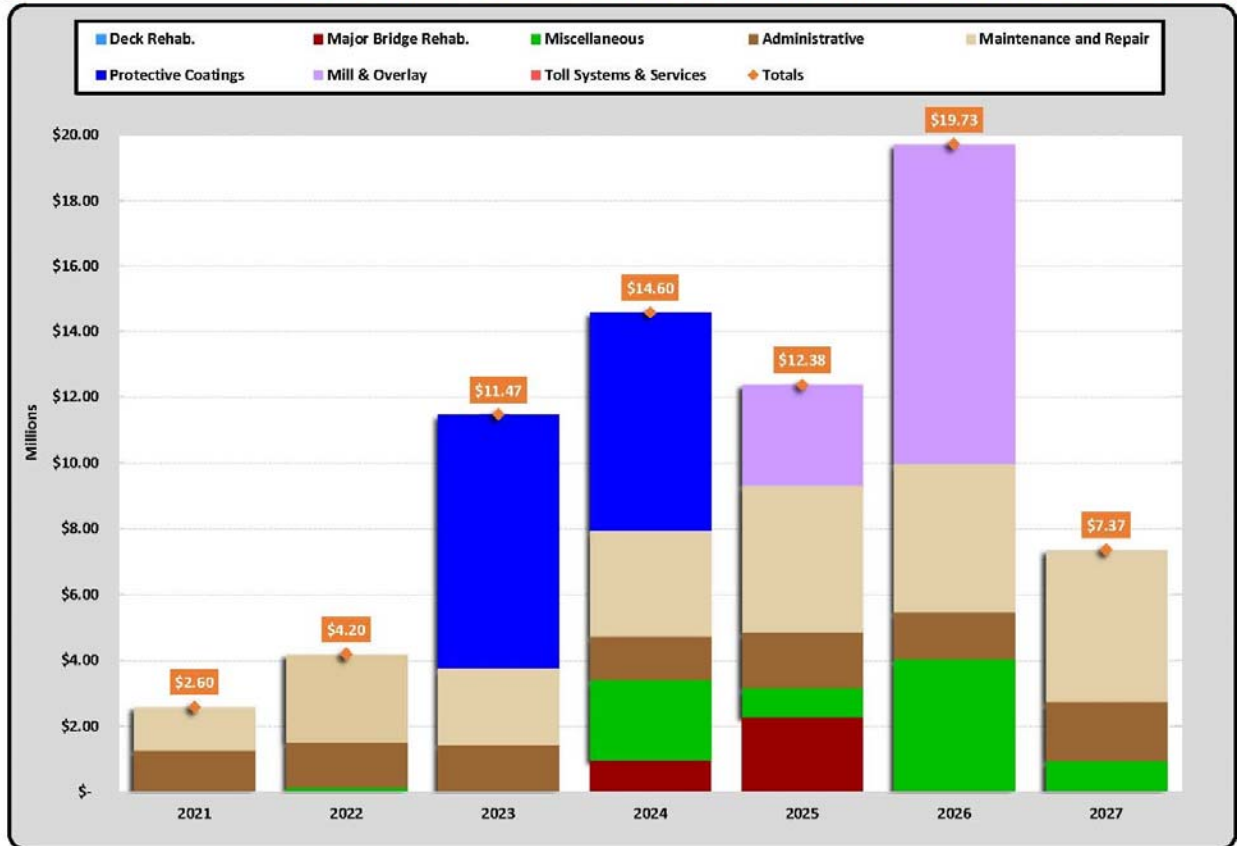
The Authority primarily funds its Capital Budget through current revenues, with debt funding used as appropriate. As indicated in its adopted financial policies, the Authority's goal is to have cash balances on hand as of June 30th to fully fund the next fiscal year's Capital Budget. See the Long-Term Financial Plan section of this document for additional information on the funding source for current and future year Capital Budgets.

### Presentation

The Capital Budget is presented in this document in two components: a detailed Six-Year Plan and a Long-Term Overview. The Six-Year Plan allows for a detailed project by project review of the upcoming fiscal year and succeeding five fiscal years, while the long-term capital projection provides perspective on capital needs through 2041.

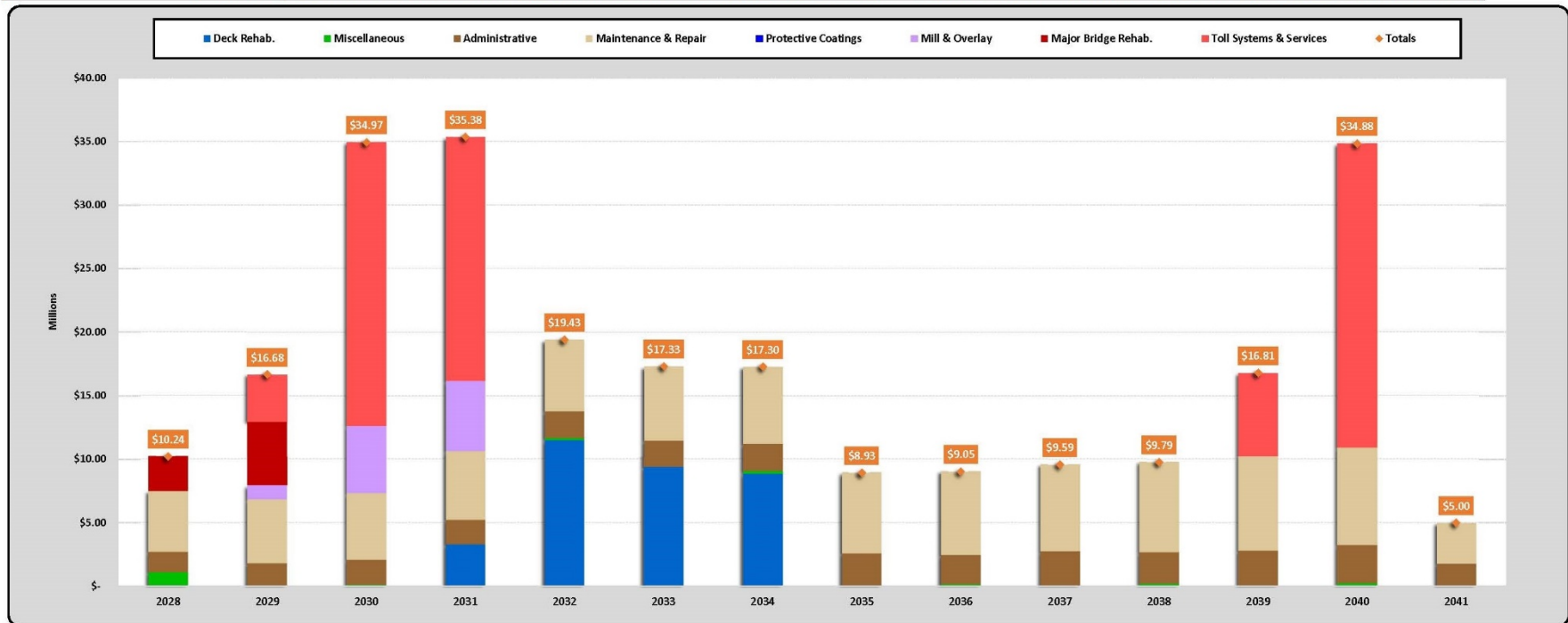
## Executive Summary by Category & Fiscal Year (2021 - 2027)

2021-2027								
Category	Totals	2021	2022	2023	2024	2025	2026	2027
Deck Rehab.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Repair	\$ 23,141,692	\$ 1,317,930	\$ 2,681,676	\$ 2,310,471	\$ 3,205,880	\$ 4,472,903	\$ 4,520,226	\$ 4,632,606
Protective Coatings	\$ 14,369,958	\$ -	\$ -	\$ 7,708,783	\$ 6,661,175	\$ -	\$ -	\$ -
Mill & Overlay	\$ 12,799,967	\$ -	\$ -	\$ -	\$ -	\$ 3,062,072	\$ 9,737,895	\$ -
Major Bridge Rehab.	\$ 3,250,896	\$ -	\$ -	\$ -	\$ 973,322	\$ 2,277,574	\$ -	\$ -
Toll Systems & Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debris	\$ 423,600	\$ -	\$ 146,233	\$ -	\$ 132,615	\$ -	\$ 144,752	\$ -
Roadway Enhancement Project	\$ 370,897	\$ 54,080	\$ -	\$ 58,493	\$ 60,833	\$ 63,266	\$ 65,797	\$ 68,428
Sign	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Under Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ 7,789,362	\$ -	\$ -	\$ -	\$ 2,250,808	\$ 822,457	\$ 3,821,263	\$ 894,834
Miscellaneous	\$ 8,583,859	\$ 54,080	\$ 146,233	\$ 58,493	\$ 2,444,256	\$ 885,723	\$ 4,031,812	\$ 963,262
Expressway Admin.	\$ 3,837,886	\$ 500,781	\$ 517,437	\$ 520,587	\$ 541,411	\$ 563,067	\$ 585,590	\$ 609,013
Vehicles	\$ 267,734	\$ -	\$ -	\$ 70,192	\$ -	\$ 94,899	\$ -	\$ 102,643
GEC & Inspection only	\$ 6,098,321	\$ 722,509	\$ 854,896	\$ 801,353	\$ 778,658	\$ 1,024,908	\$ 855,356	\$ 1,060,641
Administrative	\$ 10,203,940	\$ 1,223,290	\$ 1,372,333	\$ 1,392,132	\$ 1,320,069	\$ 1,682,873	\$ 1,440,946	\$ 1,772,297
	\$ 72,350,312	\$ 2,595,300	\$ 4,200,242	\$ 11,469,879	\$ 14,604,702	\$ 12,381,145	\$ 19,730,879	\$ 7,368,165



## Executive Summary by Category & Fiscal Year (2028-2041)

Category	2028-2041 Totals	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041
Deck Rehab.	\$ 32,946,799	\$ -	\$ -	\$ -	\$ 3,282,116	\$ 11,489,007	\$ 9,351,053	\$ 8,824,623	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Repair	\$ 83,339,470	\$ 4,817,910	\$ 5,010,627	\$ 5,211,052	\$ 5,419,494	\$ 5,636,274	\$ 5,861,725	\$ 6,096,194	\$ 6,340,042	\$ 6,593,643	\$ 6,857,389	\$ 7,131,684	\$ 7,416,952	\$ 7,713,630	\$ 3,232,854
Protective Coatings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mill & Overlay	\$ 11,954,262	\$ -	\$ 1,115,956	\$ 5,330,755	\$ 5,507,551	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Major Bridge Rehab.	\$ 7,737,123	\$ 2,704,292	\$ 5,032,831	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Toll Systems & Services	\$ 75,735,516	\$ -	\$ 3,700,611	\$ 22,322,084	\$ 19,212,387	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,573,369	\$ 23,927,065	\$ -
Debris	\$ 1,403,852	\$ 156,564	\$ -	\$ 169,340	\$ -	\$ 183,158	\$ -	\$ 198,104	\$ -	\$ 214,269	\$ -	\$ 231,753	\$ -	\$ 250,664	\$ -
Roadway Enhancement Project	\$ 71,166	\$ 71,166	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sign	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Under Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ 930,627	\$ 930,627	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 2,405,645	\$ 1,158,357	\$ -	\$ 169,340	\$ -	\$ 183,158	\$ -	\$ 198,104	\$ -	\$ 214,269	\$ -	\$ 231,753	\$ -	\$ 250,664	\$ -
Expressway Admin.	\$ 12,357,950	\$ 633,374	\$ 658,709	\$ 685,057	\$ 800,516	\$ 832,537	\$ 865,838	\$ 900,472	\$ 936,491	\$ 973,950	\$ 1,012,908	\$ 1,053,425	\$ 1,095,562	\$ 1,139,384	\$ 769,727
Vehicles	\$ 817,715	\$ -	\$ 111,018	\$ -	\$ 120,077	\$ -	\$ 129,876	\$ -	\$ 140,474	\$ -	\$ 151,936	\$ -	\$ 164,334	\$ -	\$ -
GEC & Inspection only	\$ 18,083,301	\$ 925,153	\$ 1,050,973	\$ 1,246,958	\$ 1,040,671	\$ 1,290,432	\$ 1,125,590	\$ 1,278,670	\$ 1,517,115	\$ 1,266,135	\$ 1,570,008	\$ 1,369,452	\$ 1,555,697	\$ 1,845,802	\$ 1,000,645
Administrative	\$ 31,258,969	\$ 1,558,527	\$ 1,820,700	\$ 1,932,016	\$ 1,961,265	\$ 2,122,969	\$ 2,121,304	\$ 2,179,142	\$ 2,594,080	\$ 2,240,085	\$ 2,734,853	\$ 2,422,877	\$ 2,815,593	\$ 2,985,186	\$ 1,770,372
	\$ 245,377,785	\$ 10,239,086	\$ 16,680,725	\$ 34,965,247	\$ 35,382,813	\$ 19,431,408	\$ 17,334,082	\$ 17,298,063	\$ 8,934,122	\$ 9,047,997	\$ 9,592,242	\$ 9,786,314	\$ 16,805,914	\$ 34,876,545	\$ 5,003,227



Note: The Long Term Capital Plan is only a tool utilized for planning purposes and may change due to facility needs and Authority funding capacity

## Six Year Plan

### Six-Year Plan by Project (in thousands)

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Total
<b>Routine Maintenance</b>							
Maintenance and Repair	\$ 2,828	\$ 2,310	\$ 3,338	\$ 4,473	\$ 4,665	\$ 4,633	\$ 22,247
Protective Coatings	-	7,709	6,661	-	-	-	14,370
Inspections and GEC	855	801	779	1,025	855	1,061	5,376
Administrative	517	521	541	563	586	609	3,337
Vehicle Replacement	-	70	-	95	-	103	268
<b>Subtotal</b>	<b>4,200</b>	<b>11,411</b>	<b>11,319</b>	<b>6,156</b>	<b>6,106</b>	<b>6,406</b>	<b>45,598</b>
<b>Capital Improvement Projects</b>							
Mill & Overlay	-	-	-	3,062	9,738	-	12,800
Tunnel Restoration	-	-	2,251	822	3,821	895	7,789
Bridge Rehabilitation	-	-	973	2,278	-	-	3,251
Roadway Enhancement	-	58	61	63	66	68	316
<b>Subtotal</b>	<b>-</b>	<b>58</b>	<b>3,285</b>	<b>6,225</b>	<b>13,625</b>	<b>963</b>	<b>24,157</b>
<b>Total</b>	<b>\$ 4,200</b>	<b>\$ 11,469</b>	<b>\$ 14,604</b>	<b>\$ 12,381</b>	<b>\$ 19,731</b>	<b>\$ 7,369</b>	<b>\$ 69,755</b>

#### Routine Maintenance

- Maintenance and Repair – routine repairs to prevent, delay, or reduce the deterioration of pavement and bridges; includes asphalt crack repairs, shotcrete repairs, and joint sealant replacement, as well as miscellaneous items such as sign overlays, pavement line markings, and facility maintenance and repairs.
- Protective Coatings – preservation and corrosion control of steel bridges through the application of a coating system; typically involves the full removal of lead-based paint.
- Inspections and GEC – annual pavement and bridge inspections and general engineering consulting (GEC) services provided by the Authority's Consulting Engineer.
- Administrative – a portion of the Central Administration allocation and miscellaneous expenses related to the capital program.
- Vehicle Replacement – periodic replacement of vehicles used to support Expressway operations.

#### Capital Improvement Projects

- Deck Rehabilitation – removal of damaged bridge deck surfaces and installation of an overlay as a cost-effective way to rehabilitate bridge decks.
- Mill & Overlay – removal and replacement of existing road surfaces in a more cost-efficient manner than a complete reconstruction.
- Toll Systems & Services – periodic replacement of the hardware and software systems used in toll collection as the equipment and systems near the end of its useful life.
- Roadway Enhancement – ongoing beautification project for the Downtown Expressway.

See the Project Pages for additional information on each project, including detailed project descriptions, estimated useful life, and operating budget impact.

## Six Year Plan

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### Change to Previous FY 2021 Estimate

	FY2021 Prior Year Estimate	Adjustments	FY2021 Capital Plan
Routine Maintenance			
Maintenance and Repair	\$ 1,317,930	\$ 1,867,239	\$ 3,185,169
Inspections and General Engineering	722,509	-	722,509
Administrative	500,781	-	500,781
Subtotal	\$ 2,541,220	\$ 1,867,239	\$ 4,408,459
Capital Improvement Projects			
Roadway Enhancement	54,080	-	54,080
<b>Total</b>	<u>\$ 2,595,300</u>	<u>\$ 1,867,239</u>	<u>\$ 4,462,539</u>

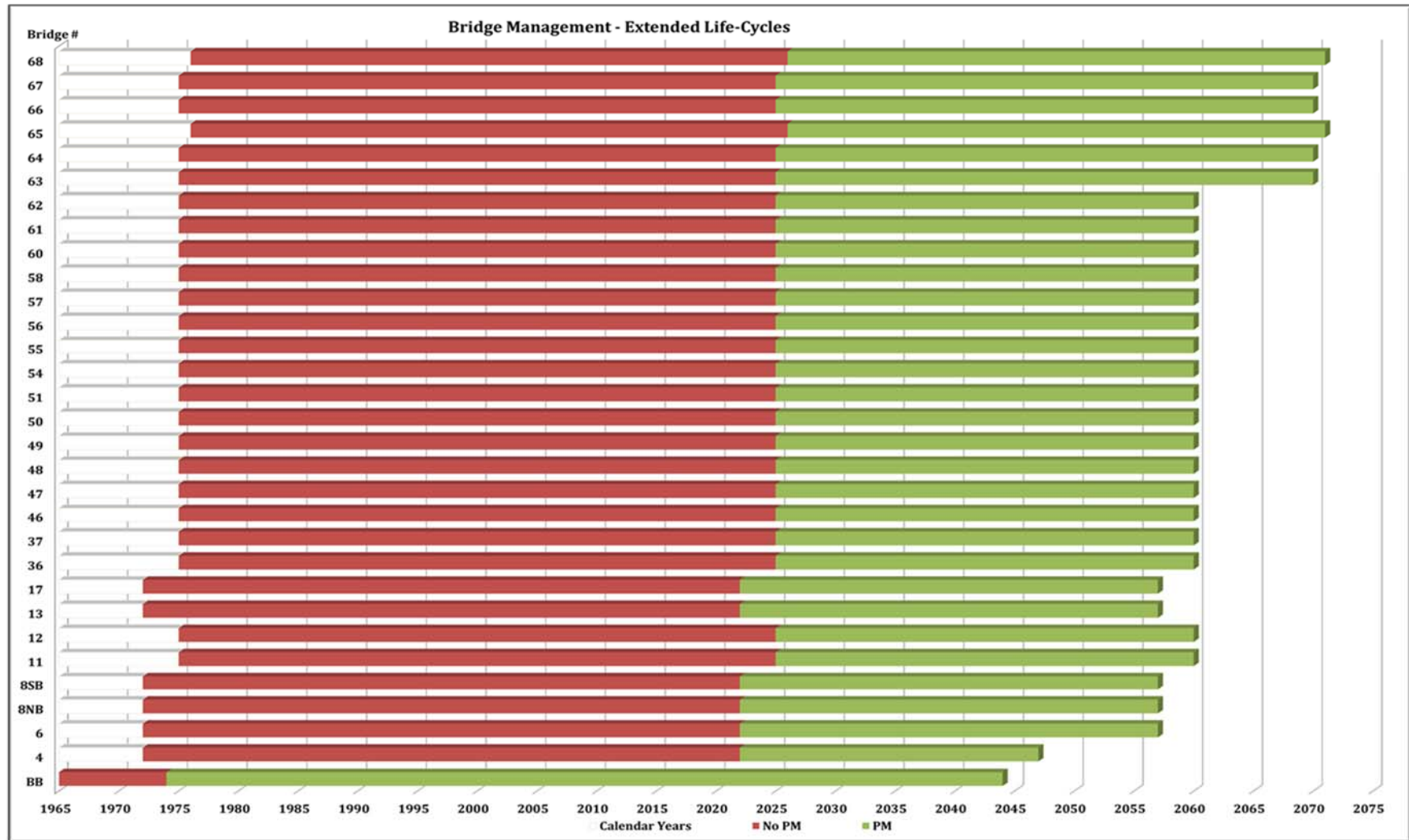
The FY 2021 estimate as shown in the prior year budget (\$2.6 million) requires certain adjustments due to timing, scope, or cost changes to reflect the appropriate adjusted budget. The \$1.9M increase for FY 2021 is due to:

- Increased materials and commodity expense for several planned maintenance projects

These increases are offset by savings from prior Protective Coating projects and adjustments to prior Maintenance project scope.

Any future timing, scope, or cost changes to the FY 2022 capital budget estimate of \$4.2 million will be outlined in next year's budget document.

## Bridge Management Life Cycle



This chart shows a graphical representation of the cumulative result of current and past preventive maintenance efforts on the extended life of each major bridge asset. The red bars indicate the bridge life cycle as if no preventative maintenance had been done since the structure was built. The extension of the green bars represent the cumulative result of current and past preventive maintenance efforts on the extended life of each major bridge asset.

## Project Pages

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### **Maintenance and Repair**

*Description:* Maintenance and Repair (M&R) is an ongoing project for routine maintenance actions that prevent, delay, or reduce the deterioration of the Expressway System's pavement and bridges. This project bundles individually small maintenance items into one large project to facilitate the lowest possible cost to the Authority. The M&R project includes asphalt crack repairs, shotcrete repairs and joint sealant replacement, as well as miscellaneous items such as sign overlays and pavement line markings.

The M&R project also includes the required steel repairs and retrofits as the needs are identified during the annual bridge inspections. These steel repairs are an integral part to the RMTA's asset management program which is driven by the RMTA policy goals and objectives that define the required condition of assets, the levels of performance, and the quality of services to meet customer needs. Routinely performing the necessary steel repairs and retrofits helps to extend the use life of the assets. These preservation activities typically cost much less than major reconstruction or replacement activities that delaying or forgoing the required steel repairs will result in.

Other major work items that are typically addressed with the M&R projects include shotcrete repairs for bridge columns, asphalt crack sealing, line striping, bridge deck sealing, high speed impact attenuators, overhead sign panel replacements as well as minor work such tree trimming, Right of Way fencing repairs, and drainage structure clean-out.

*Location:* As needed throughout the Expressway System.

*Estimated Useful Life:* Varies based on the repair type.

*Operating Budget Impact:* None.

*Total Cost:* Renewed on an annual basis with adjustments to project scope as needed.



## Project Pages

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### Protective Coatings

*Description:* Protective Coatings (PC) is an ongoing project for the preservation and corrosion control of steel bridges through the application of a coating system. The coating system prevents or slows corrosion through rust inhibitors in the coating pigments. This project typically involves the full removal of lead-containing paint as well as the design and construction of containment structures for the abrasive blasting operations. Adherence to the strict environmental regulations for the containment and disposal of all lead-based paints and spent blasting materials is required.

*Location:* As needed throughout the Expressway System.

*Estimated Useful Life:* 20-25 years, with up to 40 years in less severe salt containing environments.

*Operating Budget Impact:* None.

*Total Cost:* Renewed on an annual basis with adjustments to project scope as needed.

*Other Notes:* The scope of the PC project varies between fiscal years as different levels of coatings are required:

- FY 2018-2020 – Full bridge coatings: Interstate 95 ramps (2018-2019) and Boulevard Bridge (2019-2020). Interstate 95 ramps had a full coating in 1991 (27 years between applications) and Boulevard Bridge had a full coating in 1993 (26 years between applications).
- FY 2023 – 2024 – Full bridge coatings: James River Bridge (Powhite Parkway). The last protective coatings work on this was for the interior fascia girder only performed in 2014. This bridge had a full protective coating in 1988 (36 years between applications)

### Inspections and GEC

*Description:* The Inspections and GEC project includes funding for annual pavement, bridge, and overhead sign inspections as well as general engineering consulting (GEC) services provided by the Authority's Consulting Engineer. Condition assessments and facility inspections are performed each year on pavement, bridge structures, and ancillary structures to provide the basis for determining the maintenance needs of the Expressway System.

*Operating Budget Impact:* None.

*Total Cost:* Included annually in the Capital Budget based on projected needs.

*Other Notes:* Inspection estimates for FY 2022 (\$337k) includes costs for element level inspections for Authority bridges and pavement.

## Project Pages

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### **Administrative**

*Description:* The Administrative item consists of a portion of the Central Administration efforts towards the capital program as an administrative allocation as well as miscellaneous expenses specifically related to the capital program, such as legal costs for capital plan activity.

*Operating Budget Impact:* None.

*Total Cost:* Included annually in the Capital Budget based on projected needs.

### **Vehicle Replacement**

*Description:* The Vehicle Replacement project periodically replaces vehicles used to support Expressway operations, including maintenance.

*Operating Budget Impact:* Routine vehicle maintenance costs are included in the annual operating budget. No significant change to the operating budget is expected as a result of vehicle replacements.

*Total Cost:* Included annually in the Capital Budget based on replacement needs.

### **Deck Rehabilitation**

*Description:* Concrete bridge decks require periodic rehabilitation to reduce the impacts of gaining weathering and aggressive chemical solutions. A cost-effective way to rehabilitate bridge decks that are structurally sound is to remove the damaged wearing surface and install a latex-modified concrete (LMC) overlay, which prevents or retards corrosion of reinforcing steel and deterioration of the concrete bridge deck. This project provides for removal of old surfaces and new LMC overlays.

*Estimated Useful Life:* 25 years; no previous overlays have been performed.

*Operating Budget Impact:* None.

## Project Pages

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### **Mill & Overlay**

*Description:* The Mill & Overlay project consists of milling (removing) and replacing approximately two inches of the existing road surface with stone matrix asphalt (SMA). This technique extends the life of the roadway in a more cost-efficient manner than a complete reconstruction. SMA is used instead of conventional hot mix asphalt because of its increased rut resistance and improved durability, leading to more cost-effective repairs.

This project also includes the removal and replacement of the concrete apron connecting the asphalt lanes to the toll plaza. Rehabilitation includes subgrade excavation and stabilization prior to the placement of the new concrete base and pavement, including all dowel bars, tie bars, joint materials and sealant, and replacement of pavement marking.

*Location:* Downtown Expressway.

*Estimated Useful Life:* 15-20 years.

*Operating Budget Impact:* None.

### **Toll Systems and Services**

*Description:* The Toll Systems & Services (TSS) project includes the periodic replacement of the hardware and software systems used for toll collection. The TSS project is periodically necessary to update components of the current system that are nearing the end of their useful life.

Approximately \$0.6 million in FY 2016 was budgeted to utilize an outside consultant to examine the current toll system and review replacement options. In April 2016, the results of the consultant were presented to the Board of Directors as a Toll System Replacement Plan; the Board subsequently adopted a resolution approving and accepting the plan, authorizing staff to move forward with initial steps for implementation including the development of a request for proposals for a toll system integrator.

The TSS project also includes \$0.9 million in funding dedicated to the compliance of interoperability standards. Passed in 2012, Federal legislation (MAP-21) requires tolling facilities to implement technologies or business practices that provide for national interoperability of electronic toll collection systems.

*Location:* Throughout the Expressway System.

*Estimated Useful Life:* 7-10 years.

*Operating Budget Impact:* None.

*Total Cost:* \$25.5 million for the toll system replacement, \$0.9 million for interoperability.

## Project Pages

### Roadway Enhancement

*Description:* The Roadway Enhancement project is an ongoing project to visually enhance the median and shoulders of the Downtown Expressway. Enhancements primarily consist of increased landscaping efforts, the planting of low maintenance blooming plants, the removal and/or trimming of aged plants, and fencing replacement along the Downtown Expressway. The project began in FY 2013 and continues periodically as necessary.

*Location:* Downtown Expressway.

*Estimated Useful Life:* Variable.

*Operating Budget Impact:* None.

*Total Cost:* Included annually in the Capital Budget based on projected needs.

### Capital Projects Operating Costs Impact Summary

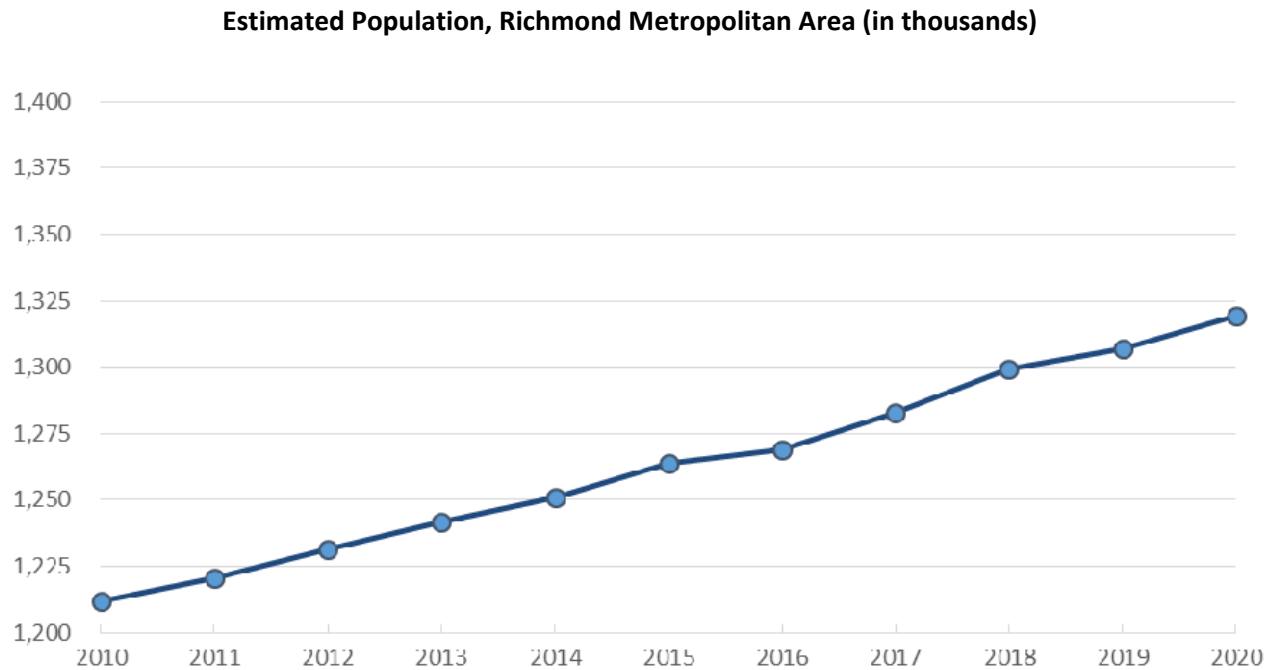
Capital Improvement Projects: FY 2022 Operating Costs Impact								
<u>Description</u>	<u>Long-term Operating Costs</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>6-Year Total</u>
Expressway Maintenance & Repair	No impact							
Protective Bridge Coatings	No impact							
Vehicle Replacement	No impact - fleet maintenance is budgeted							
Deck Rehabilitation	No impact							
Mill & Overlay	No impact							
Toll Systems and Services	Increased maintenance costs due to additional equipment (1)	\$ 300,000	\$ 325,000	\$ 375,000	\$ 450,000	\$ 475,000	\$ 500,000	\$ 2,425,000
Roadway Enhancement	No impact							
Total		\$ 300,000	\$ 325,000	\$ 375,000	\$ 450,000	\$ 475,000	\$ 500,000	\$ 2,425,000

(1) estimate based on current trends and contracted maintenance

## **Supplemental Information**

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## Estimated Population, Richmond Metropolitan Area



Fiscal Year	City of Richmond	Chesterfield County	Henrico County	Total RMTA Member Jurisdictions	Other Service Area	Total
2010	204,326	317,711	308,066	830,103	381,867	1,211,970
2011	206,238	319,641	310,742	836,621	383,874	1,220,495
2012	208,834	322,388	314,881	846,103	385,127	1,231,230
2013	211,172	326,950	316,973	855,095	386,570	1,241,665
2014	213,504	330,043	318,019	861,566	389,477	1,251,043
2015	217,938	333,450	320,717	872,105	391,512	1,263,617
2016	221,679	333,963	321,233	876,875	392,254	1,269,129
2017	222,853	340,020	324,395	887,268	395,693	1,282,961
2018	226,919	346,357	326,993	900,269	399,001	1,299,270
2019	226,841	350,760	328,999	906,600	400,661	1,307,261
2020	229,074	355,079	331,219	915,372	404,086	1,319,458

Population projection based on 2020 Census.

Source: University of Virginia Weldon Cooper Center, Demographics Research Group (2020), Virginia Population Estimates

## Principal Employers, Richmond Metropolitan Area

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Employer Ranking (1, 2)</b>										
Virginia Commonwealth University	1	1	2	2	2	1	1	1	1	1
Henrico County School Board	2	3	4	4	3	3	3	7	7	2
Chesterfield County School Board	3	4	3	3	4	5	5	6	6	3
Capital One Bank	4	2	1	1	1	2	2	3	2	4
MCV Hospital	5	5	6	6	5	4	4	2	3	5
US Department of Defense	6	7	8	9	8	9	9	8	9	6
Bon Secours Health System	7	6	9	8	7	7	7	4	4	7
Wal-Mart	8	8	7	7	9	8	8	9	8	8
Richmond City Public Schools	9	9	10	-	-	-	-	-	-	9
City of Richmond	10	-	-	-	-	-	-	-	-	10
HCA Virginia Health System	-	-	5	5	6	6	6	5	5	-
Amazon	-	-	-	-	-	10	10	10	10	-
Integrity Staffing Solutions	-	-	-	10	10	-	-	-	-	-
County of Henrico	-	10	-	-	-	-	-	-	-	-
<b>Richmond Area Employment (3)</b>	578,495	590,551	600,337	608,250	621,411	631,095	636,068	689,437	685,100	686,632

- (1) Final quarter data for the top ten employers shown based on the most recent calendar year (2007-2019).
- (2) The Virginia Employment Commission does not disclose the actual number of employees, due to the Confidential Information Protection and Statistical Efficiency Act – Title V of Public Law 107-347. All employers have over 1,000 individuals employed.
- (3) Annual amounts based on the most recent calendar year (2007-2019). Total employment data obtained from the Bureau of Labor Statistics. Employment numbers are not seasonally adjusted. Historical employment data was updated in fiscal year 2020 based on revised employment estimates.

*Source: Virginia Employment Commission, Bureau of Labor Statistics*

## Expressway Toll Rates, Current and Historical

Two-Axle Vehicles	Effective Dates					
	Original (1)	July 1978	Nov. 1986	April 1988	January 1998	Sept. 2008
Powhite Parkway Mainline	\$ 0.20	\$ 0.25	\$ 0.30	\$ 0.35	\$ 0.50	\$ 0.70
Forest Hill Ramps	0.20	0.25	0.30	0.35	0.50	0.70
Douglasdale Ramps	0.10	0.10	0.10	0.10	0.15	0.20
Downtown Expressway Mainline	0.15	0.25	0.30	0.35	0.50	0.70
Second Street Ramps	0.10	0.10	0.10	0.20	0.25	0.35
Eleventh Street Ramps	0.10	0.10	0.10	0.15	0.20	0.30
Boulevard Bridge	0.10	0.10	0.10	0.20	0.25	0.35

Three-Axle Vehicles	Effective Dates					
	Original (1)	July 1978	Nov. 1986	April 1988	January 1998	Sept. 2008
Powhite Parkway Mainline	\$ 0.30	\$ 0.35	\$ 0.40	\$ 0.45	\$ 0.60	\$ 0.80
Forest Hill Ramps	0.30	0.35	0.40	0.45	0.60	0.80
Douglasdale Ramps	0.20	0.10	0.10	0.20	0.25	0.40
Downtown Expressway Mainline	0.25	0.35	0.40	0.45	0.60	0.80
Second Street Ramps	0.15	0.20	0.20	0.40	0.50	0.70
Eleventh Street Ramps	0.15	0.20	0.20	0.30	0.40	0.60
Boulevard Bridge	0.20	0.20	0.20	0.40	0.50	0.70

Four-Axle Vehicles	Effective Dates					
	Original (1)	July 1978	Nov. 1986	April 1988	January 1998	Sept. 2008
Powhite Parkway Mainline	\$ 0.40	\$ 0.45	\$ 0.50	\$ 0.55	\$ 0.70	\$ 0.90
Forest Hill Ramps	0.40	0.45	0.50	0.55	0.70	0.90
Douglasdale Ramps	0.20	0.10	0.10	0.20	0.25	0.40
Downtown Expressway Mainline	0.30	0.45	0.50	0.55	0.70	0.90
Second Street Ramps	0.20	0.20	0.20	0.40	0.50	0.70
Eleventh Street Ramps	0.20	0.20	0.20	0.30	0.40	0.60
Boulevard Bridge	0.20	0.20	0.20	0.40	N/A (2)	N/A (2)

Five or More-Axle Vehicles	Effective Dates					
	Original (1)	July 1978	Nov. 1986	April 1988	January 1998	Sept. 2008
Powhite Parkway Mainline	\$ 0.50	\$ 0.55	\$ 0.60	\$ 0.65	\$ 0.80	\$ 1.00
Forest Hill Ramps	0.50	0.55	0.60	0.65	0.80	1.00
Douglasdale Ramps	0.20	0.10	0.10	0.20	0.25	0.40
Downtown Expressway Mainline	0.35	0.55	0.60	0.65	0.80	1.00
Second Street Ramps	0.25	0.20	0.20	0.40	0.50	0.70
Eleventh Street Ramps	0.25	0.20	0.20	0.30	0.40	0.60
Boulevard Bridge	0.20	0.20	0.20	0.40	N/A (2)	N/A (2)

(1) Original RMTA opening dates: Boulevard Bridge in 1969, Powhite Parkway in 1973, Downtown Expressway in 1976.

(2) Vehicles over three axles are no longer permitted on the Boulevard Bridge.



## Operating Indicators

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Revenue (1):										
Powwhite Parkway	\$21,650,023	\$22,197,895	\$22,399,507	\$22,868,671	\$23,606,375	\$24,796,353	\$25,470,997	\$25,721,280	\$25,892,404	\$22,700,737
Downtown Expressway	11,791,817	11,900,320	12,210,502	12,823,395	13,061,678	13,674,656	13,979,051	14,216,747	14,359,468	11,738,154
Boulevard Bridge	1,607,330	1,583,026	1,555,089	1,515,723	1,492,920	1,523,353	1,510,119	1,448,133	1,419,349	1,285,439
Total	\$35,049,170	\$35,681,241	\$36,165,098	\$37,207,789	\$38,160,973	\$39,994,362	\$40,960,167	\$41,386,160	\$41,671,221	\$35,769,331
Traffic:										
Powwhite Parkway	31,787,393	32,666,065	32,842,238	33,554,196	34,579,728	36,350,428	37,354,162	37,689,222	38,172,792	34,058,075
Downtown Expressway	18,838,516	19,002,222	19,344,609	20,225,578	20,623,336	21,561,269	21,863,219	22,452,344	22,701,568	18,820,763
Boulevard Bridge	4,575,223	4,562,253	4,426,225	4,312,318	4,262,366	4,343,172	4,332,640	4,206,077	4,046,748	3,660,223
Total	55,201,132	56,230,540	56,613,072	58,092,092	59,465,430	62,254,869	63,550,021	64,347,643	64,921,108	56,539,061
Avg. Toll (2)	\$0.63	\$0.63	\$0.64	\$0.64	\$0.64	\$0.64	\$0.64	\$0.64	\$0.64	\$0.63
E-ZPass % (3)	59.6%	60.6%	62.0%	63.0%	64.9%	66.5%	68.6%	70.6%	72.0%	74.0%
Lane Miles	49.90	49.90	50.15	50.15	50.15	50.15	50.15	50.15	50.15	50.15

(1) Toll revenue excludes violation processing revenue. Toll rates were last increased in September 2008 (FY 2009).

(2) Average toll is determined by dividing toll revenue by traffic volumes.

(3) Transactions paid via Electronic Toll Collection (ETC, or E-ZPass) as a percentage of total traffic.

## Personnel Complement, Budgeted Positions

Department	Position	FY2020	FY2021	FY2022	Change
<b>Expressway Operations</b>					
Toll Collection	Floating Supervisor	2.0	1.0	1.0	-
Toll Collection	Plaza Superintendant	2.0	2.0	2.0	-
Toll Collection	Senior Toll Collection Attendant	8.0	8.0	7.0	(1.0)
Toll Collection	Toll Collection Attendant	53.0	53.0	33.0	(20.0)
Toll Collection	Toll Collection Supervisor	16.0	16.0	16.0	-
Toll Collection	Toll Maintenance Administrator	1.0	1.0	1.0	-
Toll Collection	Toll Maintenance Assistant	1.0	1.0	1.0	-
Toll Collection	Toll Operations Manager	1.0	1.0	1.0	-
Toll Collection	Vault Attendant	4.0	4.0	4.0	-
<b>Toll Collection</b>	<b>Total</b>	<b>88.0</b>	<b>87.0</b>	<b>66.0</b>	<b>(21.0)</b>
Maintenance	Maintenance Supervisor	1.0	1.0	1.0	-
Maintenance	Maintenance Worker	5.0	5.0	5.0	-
<b>Maintenance</b>	<b>Total</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>-</b>
SCOP	Lead Police Officer	1.0	1.0	-	(1.0)
SCOP	Special Police Officer	2.0	2.0	-	(2.0)
<b>SCOP</b>	<b>Total</b>	<b>3.0</b>	<b>3.0</b>	<b>-</b>	<b>(3.0)</b>
Administration	Chief Executive Officer	1.0	1.0	1.0	-
Administration	Chief of Staff	1.0	1.0	1.0	-
Administration	Information Systems Manager	1.0	-	1.0	1.0
Administration	Information Systems Administrator	1.0	1.0	1.0	-
Administration	Internal Auditor	1.0	1.0	1.0	-
<b>Administration</b>	<b>Total</b>	<b>5.0</b>	<b>4.0</b>	<b>5.0</b>	<b>1.0</b>
Engineering	Director of Operations	1.0	1.0	1.0	-
Engineering	Engineer	1.0	1.0	1.0	-
<b>Engineering</b>	<b>Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>-</b>
Finance	Director of Finance	1.0	1.0	1.0	-
Finance	Controller	1.0	1.0	1.0	-
Finance	Accounting Supervisor	1.0	1.0	1.0	-
Finance	Accounting Technician	1.5	1.5	1.5	-
<b>Finance</b>	<b>Total</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>-</b>
Human Resources	Director of Human Resources	1.0	1.0	1.0	-
Human Resources	Administrative Assistant	1.5	1.5	1.0	(0.5)
Human Resources	Employee Relations Manager	1.0	1.0	1.0	-
<b>Human Resources</b>	<b>Total</b>	<b>3.5</b>	<b>3.5</b>	<b>3.0</b>	<b>(0.5)</b>
<b>Totals</b>		<b>112.0</b>	<b>110.0</b>	<b>86.5</b>	<b>(23.5)</b>

## Expressway Debt

### Overview

The following debt was outstanding for the Expressway System as of December 31, 2020:

Series	Sale Date	Original Borrowing	Interest Rate	Final Maturity	Outstanding Balance
1998	March 1998	\$ 80,705,000	3.65-5.25%	July 2022	\$ 8,845,000
2002	April 2002	28,430,000	3.50-5.25%	July 2022	6,750,000
2011-A, B, C	November 2011	77,490,000	4.62-4.75%	July 2041	39,660,000
2011-D	November 2012	43,875,000	4.29%	July 2041	43,875,000
2017	August 2017	19,735,000	4.50%	July 2041	19,305,000
2019	August 2019	17,985,000	2.85%	July 2041	17,985,000
					<u>\$ 136,420,000</u>

### Legal Debt Limit

While the Authority has no legal debt limit, current bond documents require compliance with certain covenants, including a minimum debt service coverage ratio of no less than 1.20. A ratio below this level could place the Authority's bonds in a default status.

### Series 1998 bonds

Revenue bonds were issued to refund \$76,725,000 of Series 1992 bonds. Certain 1998 bonds are subject to mandatory redemption at par plus accrued interest beginning in July 2013 continuing through the final maturity date in July 2022.

### Series 2002 bonds

Revenue bonds were issued to refund a portion of Series 1992 bonds. The Series 2002 bonds may not be redeemed until maturity.

### Series 2011-A, B, & C bonds

Revenue bonds were issued to refund a portion of Series 1998 and Series 2002 bonds; fully refund Series 1999, Series 2000, Series 2005, Series 2006, and Series 2008 bonds; and fund various construction of \$22.3 million, including the Downtown Expressway Open Road Tolling Project.

### Series 2011-D bonds

Revenue bonds were issued and combined with other resources to pay off \$22.8 million of subordinate notes and \$39.4 million of accrued interest (totaling \$62.2 million) to the City of Richmond. The Authority issued debt in 1975 to construct the Expressway System with a Moral Obligation from the City to cover debt service short falls. Between 1975 and 1991, the Authority issued subordinate notes to the City for amounts equal to the City's contributions.

### Series 2017 bonds

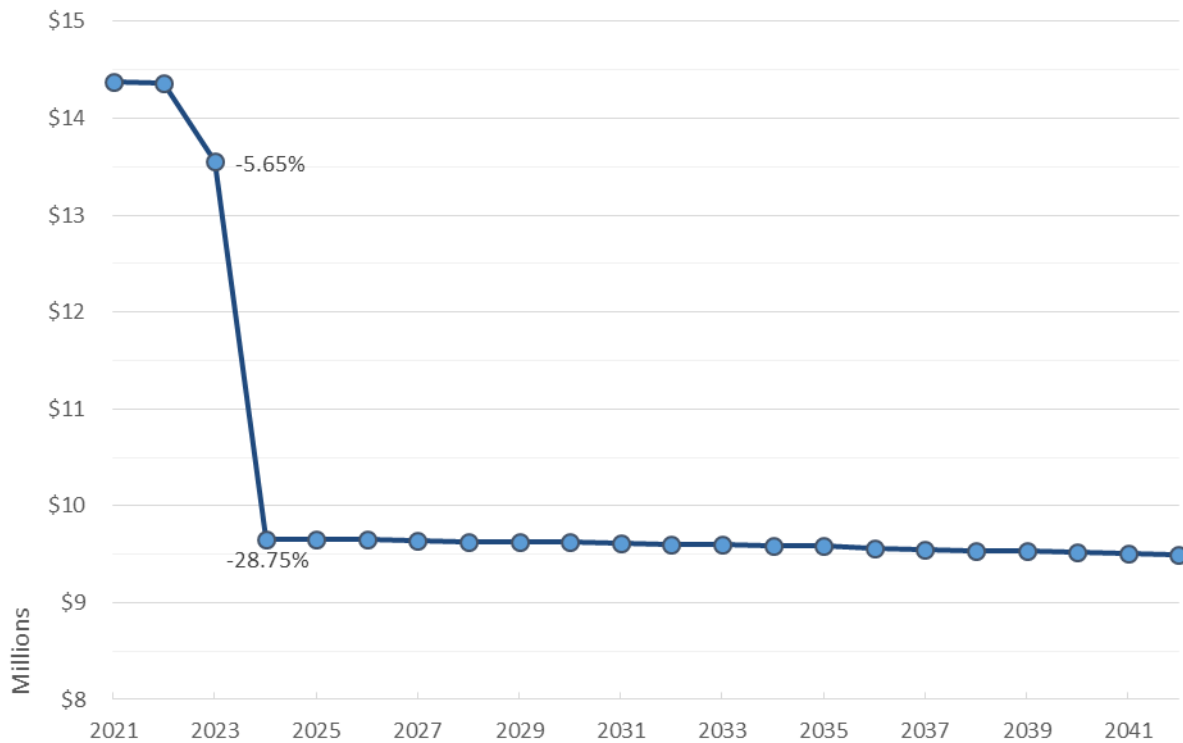
Revenue Bonds were issued to refund \$18,795,000 of the Series 2011-A bonds.

### Series 2019 bonds

Revenue Bonds were issued to fully refund \$19,035,000 of the Series 2011-A and Series 2011-B bonds.

## Expressway Debt

### Annual Debt Service Requirements (millions)



Debt service decreases in FY 2023-2024 due to Series 1998 and Series 2002 maturities. All remaining Expressway debt is scheduled for final maturity in July 2041 (FY 2042).

Fiscal Year	Principal	Interest	Total	Fiscal Year	Principal	Interest	Total
2021	7,650,000	6,726,270	14,376,270	2032	5,890,000	3,714,632	9,604,632
2022	8,050,000	6,314,458	14,364,458	2033	6,165,000	3,430,392	9,595,392
2023	7,650,000	5,902,548	13,552,548	2034	6,460,000	3,126,966	9,586,966
2024	4,050,000	5,606,562	9,656,562	2035	6,770,000	2,813,521	9,583,521
2025	4,245,000	5,408,217	9,653,217	2036	7,075,000	2,489,851	9,564,851
2026	4,455,000	5,199,891	9,654,891	2037	7,405,000	2,145,933	9,550,933
2027	4,660,000	4,981,438	9,641,438	2038	7,750,000	1,783,952	9,533,952
2028	4,875,000	4,747,645	9,622,645	2039	8,130,000	1,407,698	9,537,698
2029	5,125,000	4,501,648	9,626,648	2040	8,500,000	1,021,726	9,521,726
2030	5,375,000	4,247,584	9,622,584	2041	8,885,000	626,014	9,511,014
2031	5,625,000	3,984,787	9,609,787	2042	9,280,000	211,799	9,491,799
				Total	144,070,000	80,393,532	224,463,532

## Glossary

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### **Balanced Budget**

The budget is considered balanced when all payments for operations, debt service, and annual capital plan needs do not exceed budgeted revenues.

### **Basis of Accounting/Budgeting**

The method of accounting used to track and report revenues and expenses. The Authority uses the accrual basis for its accounting and budget basis. Under the accrual basis of accounting, revenue is recognized when earned and becomes measurable while expenses are recognized when an obligation to pay is incurred.

### **Bond Resolution**

A contract between the Authority and its bondholders that establishes rights and obligations of both parties, including the pledging of toll revenue to the bondholders and revenue and expense certification by the Traffic and Revenue Consultant and Consulting Engineer, respectively.

### **Capital Budget**

The portion of the Authority's annual budget that provides for the funding of preservation, replacement, repair, renewal, reconstruction, modification, and improvements of the Authority's Expressway System.

### **Consulting Engineer**

The firm retained by the Authority for the purpose of carrying out the duties imposed on the Consulting Engineer by the Bond Resolution and such other duties as assigned.

### **Debt Service**

Payment of principal, interest, and other obligations associated with the retirement of debt.

### **Debt Service Coverage Ratio (DSCR)**

Net revenue available after operations and debt service divided by debt service; the amount by which DSCR exceeds 1.0x illustrates the potential cash funding for the capital budget.

### **E-ZPass**

Form of electronic toll collection accepted on the Authority's Expressway System.

### **ETC**

Electronic Toll Collection; an electronic means for patrons to pay toll charges without using coins or currency. Patrons attach an electronic signal device, known as a transponder, to their windshield to automatically deduct the toll charges as they drive through a toll plaza. The Authority accepts ETC payments via E-ZPass.

### **Established Condition Level**

The Authority annually inspects roads and bridges to determine the condition assessment of the Authority's Expressway System. The Authority must maintain its assets at a certain condition level.

### **Excess Balances Fund**

Represents the only reserve available for the operation of the Expressway System and provides a manner to accumulate funding for long-term future capital needs associated with the Expressway System.

### **Expressway System**

Comprised of the Powhite Parkway, Downtown Expressway, the Boulevard Bridge, and associated on/off ramps.

## Glossary

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### **Fiscal Year**

A 12-month period for which an organization plans the use of its funds, which does not necessarily correspond to a calendar year. The Authority's fiscal year is from July 1<sup>st</sup> through June 30<sup>th</sup>.

### **Fund**

An account established by the Bond Resolution or other legal document to track revenues and expenses for a specific program.

### **GAAP**

Generally Accepted Accounting Principles; standard of framework of guidelines for financial accounting.

### **GASB**

Governmental Accounting Standards Board; source of GAAP used by state and local governments in the United States.

### **GFOA**

Government Finance Officers Association; professional organization of state and local government finance officers. The GFOA sponsors award programs for financial documents including the annual report and budget.

### **HNTB**

Howard, Needles, Tammen, and Bergendoff; the Consulting Engineer retained by the Authority.

### **Stantec, Inc.**

The Traffic and Revenue Consultant retained by the Authority.

### **MSA**

Metropolitan Service Area; geographical region with a relatively high population density and close economic ties throughout the area. The Richmond MSA includes the Cities of Colonial Heights, Hopewell, Petersburg, and Richmond, and the Counties of Amelia, Caroline, Charles City, Chesterfield, Cumberland, Dinwiddie, Goochland, Hanover, Henrico, King and Queen, King William, Louisa, New Kent, Powhatan, Prince George, and Sussex.

### **Operating Budget**

The portion of the budget that provides for the day-to-day operations of the Authority, including compensation and benefits, services, materials, and other expenses.

### **ORT**

Open-Road Tolling; a barrier-free system that allows for electronic toll collection (ETC) and violation enforcement under normal highway driving conditions.

### **OPEB**

Other-Post Employment Benefits; benefits offered to retirees outside of a pension. The Authority's OPEB includes retiree health care. Additional information on the OPEB plan can be found in the Authority's annual report.

### **Traffic and Revenue Consultant**

The Engineer or firm of Engineers retained by the Authority for the purpose of carrying out the duties imposed on the Traffic and Revenue Consultant by the Bond Resolution and such other duties as assigned. The Authority has contracted with Stantec, Inc. to be its Traffic and Revenue Consultant.

### **VDOT**

Virginia Department of Transportation