

**Joint Board Meeting
February 10, 2020**

Action Item: Approve 2020 ORCA Operating Budget Amendment No. 1 – ORCA ROOT Staff

Purpose: To allow the Fiscal Agent to move Contingency funds to Section 1.5 Next Gen ORCA - Wages and Benefits.

This action does not change the overall 2020 budget. Per the ORCA Regional Operating Budget Policy, use of the Contingency budget must be submitted to the Joint Board for approval.

Background: This action will accelerate the hiring of a Marketing and Communications Manager into 2020, and requires moving funds from Contingency. The need to establish marketing and communications strategies in advance of system roll-out has driven the urgency for filling this position. The role will evolve through launch and continue to be essential during system operation.

The approved 2020 ORCA Operating Budget allocated \$619,442 for ORCA ROOT staff wages and benefits. This action requires \$98,000 be added to the 2020 budget for the Marketing and Communications Manager. This additional position request is offset by expected savings due to deferred hiring and updated salary expectations, which indicate that the 2020 expenditure will come in at \$84,750 under budget. Thus, the net request to move from Contingency is \$13,251.

Amendment: 2020 Budget Amendment No. 1 would move \$13,251 from Contingency to Section 1.5 Next Gen ORCA - Wages and Benefits.

2020 Budget Line Item	Adopted 2020 Budget	Amended 2020 Budget
1.5 Next Gen ORCA - Wages & Benefits	\$619,442	\$632,693
2020 Contingency	\$1,153,517	\$ 1,140,266

Recommendation: The Site Managers recommend approval of Amendment No. 1 to the 2020 ORCA Operating Budget.