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February 26, 2018

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

**SUBJECT: Marin County Transit District Second Quarter
FY 2017/18 Financial Report**

Dear Board Members:

board of directors

katie rice
president
supervisor district 2

stephanie moulton-peters
vice president
city of mill valley

damon connolly
2nd vice president
supervisor district 1

judy arnold
director
supervisor district 5

kate colin
director
city of san rafael

dennis rodoni
director
supervisor district 4

kathrin sears
director
supervisor district 3

RECOMMENDATION: Accept report and approve associated budget amendments.

SUMMARY: The quarterly report is an opportunity for your Board to review the District's financial status and to provide fiscal and operational accountability. This report represents all financial transactions for the District through the second quarter of Fiscal Year 2017/18.

Unaudited revenues and expenditures are shown on a full accrual basis consistent with Generally Accepted Accounting Principles (GAAP) for special districts. All known revenues and expenditures for the period are reported even if they have not been received or are awaiting payment. This includes recorded estimates for property tax and other significant transactions.

Second quarter operations expenses and revenues were consistent with the Board-adopted budget.

Operating Expenses

FY 2017/18 operating expenditures through the second quarter (Attachment A, Page 1) are \$14,315,602, which is 48 percent of the annual budget of \$29,952,222. With these expenditures, Marin Transit successfully delivered the transit services listed in Table 1.

Operating Revenue

Marin Transit's FY 2017/18 operating revenues through the second quarter (Attachment A, Page 1) are \$16,150,652 or 49 percent of the annual budget of \$32,874,780.

Table 1: FY 2017/18 Year to Date (YTD) thru Second Quarter Service Operations

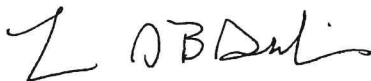
Service	Annual Estimated Revenue Hours	YTD thru Q2 Actual Revenue Hours	% of Annual
Regular Local and Trunk Line	115,700	54,990	48%
Community Shuttles	43,500	21,360	49%
Local Supplemental School1	7,100	2,773	39%
Muir Woods Shuttle	4,950	3,161	64%
Novato Dial-A-Ride	2,400	1,019	42%
West Marin Stagecoach Service	16,500	8,179	50%
Rural Dial A Ride	375	162	43%
Local Paratransit Service	62,455	28,699	46%
Regional Paratransit Service	10,560	4,312	41%
Yellow School Bus Service	6 buses	-	-
Service	Annual Estimated Trips	YTD thru Q2 Actual Trips	% of Annual
Catch A Ride	28,000	7,468	27%
Volunteer Driver	14,000	9,889	71%
Notes: 1) Includes College of Marin service			

Capital Budget

Through the second quarter, Marin Transit’s expenditures in the Capital Budget (Attachment A, Page 1) were \$2,730,450 or 13 percent of the \$20.4 million budget. Capital revenues tie closely to expenditures as they tend to be on a reimbursement basis. Marin Transit took delivery of ten 40ft hybrid transit buses in the second quarter. This \$7.6 million expenditure will be made in the third quarter. Attachment C provides a Capital Report for all major Marin Transit capital projects for the current period.

FISCAL/STAFFING IMPACT: This item includes the adoption of one administrative budget amendment (Attachment B) to increase the budget for the Bus Stop Improvement Project by \$17,000 to enable the District to expend remaining state grant funds (2018-06).

Respectfully submitted,



Lauren Gradia
 Director of Finance and Capital Projects

Attachment A: FY2017/18 Second Quarter Financial Report

Attachment B: FY2017/18 Budget Amendments

Attachment C: Capital Project Report

Marin Transit
 FY2017/18 Q2 Budget Report
 From 7/1/2017 Through 12/31/2017

Summary

	FY2016/17 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue					
Capital	6,712,602	19,765,564	20,380,419	2,730,450	13.40%
Vehicle Operations	38,255,506	32,874,780	32,874,780	16,150,652	49.13%
Total Revenue	<u>44,968,108</u>	<u>52,640,344</u>	<u>53,255,199</u>	<u>18,881,102</u>	<u>35.45%</u>
Expenditures					
Capital	6,738,076	19,797,188	20,411,953	2,730,450	13.38%
Vehicle Operations	33,843,981	29,939,722	29,952,222	14,315,602	47.79%
Total Expenditures	<u>40,582,058</u>	<u>49,736,910</u>	<u>50,364,175</u>	<u>17,046,052</u>	<u>33.85%</u>
Net Revenue Over Expenditures	<u>4,386,050</u>	<u>2,903,433</u>	<u>2,891,024</u>	<u>1,835,050</u>	<u>63.47%</u>

Marin Transit
 FY2017/18 Q2 Budget Report
 From 7/1/2017 Through 12/31/2017

Operations Summary: Admin, Local, Yellow, Rural, Marin Access

	FY2016/17 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Fare Revenue	4,931,631	4,276,928	4,276,928	2,018,173	47.19%
Advertising & Other Revenue	504,182	400,200	400,200	212,784	53.17%
Reimbursements (GGBHTD, WSW)	2,314,034	2,102,476	2,102,476	951,154	45.24%
Interest	51,968	55,000	55,000	24,822	45.13%
Measure A	15,479,082	13,342,614	13,342,614	6,417,487	48.10%
Measure A Interest	85,000	85,000	85,000	0	0.00%
Measure B	839,597	1,045,000	1,045,000	419,927	40.18%
Property Taxes	5,026,765	4,180,831	4,180,831	2,060,550	49.29%
Development Fees	62,964	52,032	52,032	26,205	50.36%
State Transit Assistance (STA)	1,882,894	1,274,981	1,274,981	642,610	50.40%
Transit Development Act (TDA)	5,594,093	4,453,555	4,453,555	2,307,153	51.80%
Other State	19,273	148,114	148,114	71,432	48.23%
FTA Funds	1,385,529	1,366,509	1,366,509	927,106	67.84%
National Park Service	161,576	91,540	91,540	95,912	104.78%
Transfer to Capital Budget	(73,692)	0	0	(24,663)	-
Total Revenue	<u>38,264,894</u>	<u>32,874,780</u>	<u>32,874,780</u>	<u>16,150,652</u>	<u>49.13%</u>
Salaries and Benefits	2,623,080	2,411,546	2,411,546	1,067,749	44.28%
Professional Service	443,886	523,363	523,363	320,832	61.30%
Professional Service - Legal	46,535	100,000	100,000	46,929	46.93%
Security and Maintenance	333,002	286,326	286,326	125,582	43.86%
Customer Service	690,930	604,384	604,384	262,897	43.50%
Indirect County Overhead	2,009	2,500	2,500	335	13.40%
Mobility Management Support Programs	6,781	59,548	59,548	4,355	7.31%
Office Supplies	274,008	193,520	193,520	125,576	64.89%
General Insurance	50,184	29,000	29,000	27,860	96.07%
Contract Service Operation	26,942,118	23,306,597	23,306,597	11,246,825	48.26%
Membership & Prof Development	29,938	60,000	60,000	6,907	11.51%
Mileage and Travel	21,227	23,000	23,000	10,182	44.27%
Marketing	148,961	231,157	231,157	58,981	25.52%
Communication	227,243	178,400	178,400	143,390	80.38%
Fuel	2,321,690	2,126,218	2,126,218	1,025,188	48.22%
Misc Services	4,897	0	0	321	-
Vehicle and Vehicle Parking Leases	26,311	23,625	23,625	9,312	39.42%
Office - Rental and Overhead	121,015	100,940	113,440	49,055	43.24%
Partner Agency Pass Through	85,000	85,000	85,000	0	0.00%
Transfer to Capital Budget	(542,676)	(405,401)	(405,401)	(216,672)	53.45%
Total Expenses	<u>33,856,139</u>	<u>29,939,722</u>	<u>29,952,223</u>	<u>14,315,602</u>	<u>47.79%</u>
Net Revenue Over Expenditures	<u>4,408,755</u>	<u>2,935,057</u>	<u>2,922,557</u>	<u>1,835,050</u>	<u>62.79%</u>

Marin Transit
 FY2017/18 Q2 Budget Report
 From 7/1/2017 Through 12/31/2017

Detail: Administration

		FY2016/17 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Interest	4070400	51,968	55,000	55,000	24,822	45.13%
Development Fees	4079950	17,940	15,634	15,634	10,104	64.63%
Residual ABX 126	4079954	40,024	36,398	36,398	11,101	30.50%
PropTax-CurrntSecured	4080101	3,577,553	3,759,249	3,759,249	1,879,625	50.00%
County Fee-SV2557Admin Basic Tax	4080102	(57,683)	(60,856)	(60,856)	(29,812)	48.99%
Property Tax-Unitary	4080103	33,188	32,057	32,057	0	0.00%
PropTax-CurrntUnSecur	4080104	72,363	67,380	67,380	4,679	6.94%
Educ Rev Augm Fund-Redist	4080105	365,940	280,915	280,915	179,028	63.73%
PropTax-Supp CY SECR	4080106	87,685	97,091	97,091	21,715	22.37%
PropTax-Supp Unsecured	4080107	1,149	1,000	1,000	664	66.40%
PropTax-Redemption	4080108	3,561	1,500	1,500	962	64.13%
Property Tax-Prior Unsecured	4080109	2,776	2,494	2,494	3,691	148.00%
Other State	4119940	840	300	300	334	111.33%
Total Revenue		<u>4,197,304</u>	<u>4,288,162</u>	<u>4,288,162</u>	<u>2,106,913</u>	49.13%
Transfers						
Property Tax Transfer	4700001	(73,692)	(1,047,312)	(1,047,312)	(24,663)	2.35%
Total Transfers		(73,692)	(1,047,312)	(1,047,312)	(24,663)	2.35%
Net Revenue		<u>4,123,612</u>	<u>3,240,851</u>	<u>3,240,850</u>	<u>2,082,250</u>	64.25%
Expense						
Salaries	5010200	1,307,083	1,769,932	1,769,932	785,192	44.36%
Employee Benefits	5020000	768,995	641,614	641,614	282,557	44.04%
Consultant Services	5030301	63,753	125,000	125,000	80,128	64.10%
Prof Svcs - Legal	5030304	27,403	100,000	100,000	46,929	46.93%
Prof Svcs - Accounting and Audit	5030305	38,315	31,827	31,827	81	0.25%
Office Supplies	5049901	10,630	13,000	13,000	4,792	36.86%
Small Furn/Equip	5049902	7,876	12,730	12,730	3,498	27.48%
Software	5049903	48,981	61,267	61,267	42,550	69.45%
Copier Suppl & Srvc	5049904	8,333	9,500	9,500	4,439	46.73%
Postage	5049905	2,492	3,000	3,000	0	0.00%
Computers	5049906	12,787	15,000	15,000	12,699	84.66%
Communication - Phone	5050201	23,854	29,000	29,000	13,628	46.99%
Insurance - Gen Liability	5060301	22,324	29,000	29,000	27,860	96.07%
Membership & Prof Development	5090101	25,322	60,000	60,000	6,907	11.51%
Mileage and Travel	5090202	15,883	23,000	23,000	10,182	44.27%
Marketing	5090801	5,441	12,360	12,360	4,005	32.40%
County Fee - Special District	5100401	2,009	2,500	2,500	335	13.40%
Office Rental	5121200	96,668	100,940	113,440	49,055	43.24%
Total Expense		2,488,150	3,039,670	3,052,170	1,374,837	45.04%
Transfers						
Salary/Benefit Transfers	5100100	(1,934,963)	(2,181,125)	(2,181,125)	(966,850)	44.33%
Transfer Overhead	5100101	(410,212)	(552,750)	(552,750)	(160,787)	29.09%
Total Transfers		(2,345,175)	(2,733,874)	(2,733,874)	(1,127,637)	19.31%
Total Expense		<u>142,974</u>	<u>305,796</u>	<u>318,296</u>	<u>247,200</u>	77.66%
Net Revenue Over Expenditures		<u>3,980,638</u>	<u>2,935,055</u>	<u>2,922,554</u>	<u>1,835,050</u>	62.79%

Marin Transit
 FY2017/18 Q2 Budget Report
 From 7/1/2017 Through 12/31/2017

Detail: Local Service

		FY17 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Special Fares - Paid By Another Agency	4020000	269,244	277,276	277,276	135,275	48.79%
Advertising Revenue	4060301	245,018	238,400	238,400	140,604	58.98%
Lease of Property	4070301	152,772	161,800	161,800	72,180	44.61%
Donations	4070500	0	0	0	5,000	-
Fee For Service	4090101	1,635	0	0	1,679	-
Measure A Sales Tax	4092001	8,716,638	10,079,224	10,079,224	4,974,836	49.36%
Measure A Sales tax - Interest	4092003	85,000	85,000	85,000	0	0.00%
State Transit Assistance	4110101	1,021,043	1,214,815	1,214,815	612,408	50.41%
Transit Development Act (TDA)	4110102	4,440,516	4,453,555	4,453,555	2,307,153	51.80%
State Transit Assistance - Lifeline	4110103	502,218	0	0	0	-
State- Low Carbon Transit Operations	4119904	0	128,676	128,676	68,257	53.05%
Program						
Fed-FTA 5307 Urbanized Area Formula	4139910	0	222,210	222,210	128,171	57.68%
Fed- FTA 5307 STP	4139912	123,080	0	0		-
National Park Service	4139951	87,654	91,540	91,540	95,912	104.78%
Fare Revenue	4140100	<u>2,773,985</u>	<u>3,031,479</u>	<u>3,031,479</u>	<u>1,441,962</u>	<u>47.57%</u>
Total Revenue		18,418,804	19,983,975	19,983,975	9,983,437	49.96%
Transfers						
Property Tax Transfer	4700001	0	250,000	250,000	0	0.00%
Program Revenue Transfer	4700002	<u>77,810</u>	<u>100,000</u>	<u>100,000</u>	<u>0</u>	<u>0.00%</u>
Total Transfers		77,810	350,000	350,000	0	0.00%
Net Revenue		<u>18,496,614</u>	<u>20,333,975</u>	<u>20,333,975</u>	<u>9,983,437</u>	<u>49.10%</u>
Expense						
Salaries and Benefits	5010200	6,216	0	0	0	0.00%
Consultant Services	5030301	144,334	200,000	200,000	163,671	81.84%
Fare Processing Charges	5030310	37,694	37,922	37,922	23,359	61.60%
Customer Service	5030320	279,495	284,384	284,384	134,044	47.13%
Custodial Service	5030602	13,588	14,602	14,602	9,991	68.42%
Security Services	5030701	253,525	270,224	270,224	114,986	42.55%
Fuel	5040101	1,246,749	1,406,954	1,406,954	710,644	50.51%
Software	5049903	23,750	22,000	22,000	0	0.00%
Communication-AVL	5050205	57,071	78,094	78,094	69,257	88.68%
Communication-Data	5050206	2,799	2,731	2,731	1,295	47.42%
Purchased Transportation - In Report	5080101	15,336,943	16,371,183	16,371,183	8,066,912	49.28%
Marketing	5090801	69,781	90,500	90,500	41,915	46.31%
Expense Transfer - GGT Pass Through	5100404	85,000	85,000	85,000	0	0.00%
Signs	5122010	<u>4,897</u>	<u>0</u>	<u>0</u>	<u>321</u>	<u>=</u>
Total Expense		17,561,842	18,863,594	18,863,594	9,336,395	49.49%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	998,502	1,165,498	1,165,498	554,783	47.60%
Cost Center Transfer Overhead	5100101	211,683	304,881	304,881	92,260	30.26%
Total Transfers		1,210,185	1,470,379	1,470,379	647,043	44.01%
Total Expense		<u>18,772,027</u>	<u>20,333,973</u>	<u>20,333,973</u>	<u>9,983,438</u>	<u>49.10%</u>

Marin Transit
 FY2017/18 Q2 Budget Report
 From 7/1/2017 Through 12/31/2017

Detail: Yellow Bus Service

		FY17 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Yellow Bus Fares - Paid by other Agency	4030000	145,000	145,000	145,000	62,500	43.10%
Fee For Service	4090101	81,419	119,200	119,200	45,528	38.19%
Measure A Sales Tax	4092001	307,397	175,042	175,042	107,015	61.14%
Fare Revenue - Yellow Bus	4140105	<u>328,066</u>	<u>407,400</u>	<u>407,400</u>	<u>169,258</u>	<u>41.55%</u>
Total Revenue		861,882	846,642	846,642	384,301	45.39%
Net Revenue		<u>861,882</u>	<u>846,642</u>	<u>846,642</u>	<u>384,301</u>	<u>45.39%</u>
Expense						
Fare Processing Charges	5030310	8,108	12,222	12,222	9,219	75.43%
Custodial Service	5030602	1,236	1,500	1,500	605	40.33%
Software	5049903	215	0	0	140	-
Communication-AVL	5050205	2,630	12,000	12,000	13,180	109.83%
Communication-Data	5050206	8,697	9,000	9,000	4,188	46.53%
Yellow Bus School Service	5080103	593,822	624,456	624,456	269,436	43.15%
Marketing	5090801	1,945	2,000	2,000	1,192	59.60%
Leases and Rentals	5120401	<u>23,983</u>	<u>23,625</u>	<u>23,625</u>	<u>9,312</u>	<u>39.42%</u>
Total Expense		640,636	684,803	684,803	307,272	44.87%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	182,547	131,744	131,744	66,046	50.13%
Cost Center Transfer Overhead	5100101	<u>38,700</u>	<u>30,095</u>	<u>30,095</u>	<u>10,983</u>	<u>36.49%</u>
Total Transfers		221,246	161,839	161,839	77,029	47.60%
Total Expense		<u>861,882</u>	<u>846,642</u>	<u>846,642</u>	<u>384,301</u>	<u>45.39%</u>

Marin Transit
 FY2017/18 Q2 Budget Report
 From 7/1/2017 Through 12/31/2017

Detail: Rural Service

		FY17 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Measure A Sales Tax	4092001	1,061,315	1,133,976	1,133,976	577,638	50.94%
Fed-FTA 5311 Rural	4139920	206,437	193,063	193,063	97,699	25.00%
National Park Service	4139951	1,355	0	0	0	0.00%
Fare Revenue	4140100	<u>121,370</u>	<u>123,264</u>	<u>123,264</u>	<u>61,403</u>	<u>28.05%</u>
Total Revenue		<u>1,390,476</u>	<u>1,450,303</u>	<u>1,450,303</u>	<u>736,741</u>	<u>50.80%</u>
Transfers						
Property Tax Transfer	4700001	<u>0</u>	<u>25,457</u>	<u>25,457</u>	<u>0</u>	<u>0.00%</u>
Total Transfers		<u>0</u>	<u>25,457</u>	<u>25,457</u>	<u>0</u>	<u>0.00%</u>
Net Revenue		<u>1,390,476</u>	<u>1,475,760</u>	<u>1,475,760</u>	<u>736,741</u>	<u>49.92%</u>
Expense						
Consultant Services	5030301	3,697	16,391	16,391	17,168	104.74%
Fuel	5040101	155,735	185,034	185,034	90,328	48.82%
Communication-AVL	5050205	12,743	14,027	14,027	15,936	113.61%
Communication-Data	5050206	831	1,000	1,000	416	41.60%
Purchased Transportation - In Report	5080101	1,096,113	1,090,787	1,090,787	567,788	52.05%
Purchased Transportation - Regional	5080102	1,355	0	0	0	0.00%
Marketing	5090801	<u>15,565</u>	<u>31,236</u>	<u>31,236</u>	<u>6,262</u>	<u>20.05%</u>
Total Expense		<u>1,286,039</u>	<u>1,338,475</u>	<u>1,338,475</u>	<u>697,898</u>	<u>52.14%</u>
Transfers						
Cost Center Salary/Benefit Transfers	5100100	86,169	107,973	107,973	33,304	30.84%
Cost Center Transfer Overhead	5100101	<u>18,268</u>	<u>29,312</u>	<u>29,312</u>	<u>5,539</u>	<u>18.90%</u>
Total Transfers		<u>104,437</u>	<u>137,285</u>	<u>137,285</u>	<u>38,843</u>	<u>28.29%</u>
Total Expense		<u>1,390,476</u>	<u>1,475,760</u>	<u>1,475,760</u>	<u>736,741</u>	<u>49.92%</u>

Marin Transit
 FY2017/18 Q2 Budget Report
 From 7/1/2017 Through 12/31/2017

Detail: Marin Access

		FY17 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Measure A Sales Tax	4092001	2,180,396	1,954,372	1,954,372	757,998	38.78%
Measure B	4099950	627,198	1,045,000	1,045,000	419,927	40.18%
State Transit Assistance -Population Based	4110101	53,429	60,166	60,166	30,202	50.20%
State Prop Tx Relief HOPTR	4119910	18,953	19,138	19,138	2,841	14.84%
Fed-FTA 5307 Urbanized Area Formula	4139910	627,012	701,236	701,236	701,236	100.00%
Fed-FTA 5310 Mobility	4139915	49,157	250,000	250,000	0	0.00%
Fed-FTA 5317 New Freedom	4139941	59,661	0	0	0	-
Fare Revenue	4140100	304,867	292,509	292,509	147,775	50.52%
Misc.-Reimbursement	4601001	8,841	0	0	4,190	-
GGBHTD Payment for Local Paratransit	4601003	1,010,628	1,114,848	1,114,848	506,009	45.39%
GGBHTD Payment for Regional Paratransit	4601004	<u>734,514</u>	<u>868,428</u>	<u>868,428</u>	<u>393,748</u>	<u>45.34%</u>
Total Revenue		5,674,656	6,305,698	6,305,698	2,963,926	47.00%
Transfers						
Property Tax Transfer	4700001	0	771,855	771,855	0	0.00%
Program Revenue Transfer	4700002	<u>(77,810)</u>	<u>(100,000)</u>	<u>(100,000)</u>	<u>0</u>	<u>0.00%</u>
Total Transfers		(77,810)	671,855	671,855	0	0.00%
Net Revenue		<u>5,596,846</u>	<u>6,977,552</u>	<u>6,977,552</u>	<u>2,963,926</u>	<u>42.48%</u>
Expense						
Consultant Services	5030301	29,947	100,000	100,000	27,206	20.69%
Customer Service	5030320	279,713	320,000	320,000	128,853	20.21%
Fuel	5040101	416,456	534,230	534,230	224,217	20.98%
Software	5049903	55,717	57,022	57,022	57,460	95.00%
Communication- Mobile Data Terminal	5050203	4,685	4,750	4,750	2,413	25.16%
Communication-MERA Radio	5050204	18,824	19,765	19,765	19,178	0.00%
Communication-Data	5050206	7,800	8,033	8,033	3,900	24.27%
Purchased Transportation - In Report	5080101	3,659,036	4,384,838	4,384,838	1,959,808	21.91%
Purchased Transportation - Regional	5080102	730,612	835,334	835,334	382,880	22.34%
Marketing	5090801	22,091	95,061	95,061	5,607	0.72%
Misc-Exp Transit User Training	5098001	4,770	9,548	9,548	2,105	5.88%
<u>Gap Grant</u>	<u>5098002</u>	<u>0</u>	<u>50,000</u>	<u>50,000</u>	<u>2,250</u>	<u>2.90%</u>
Total Expense		5,229,651	6,418,581	6,418,581	2,815,877	43.87%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	302,966	454,283	454,283	126,939	27.94%
Cost Center Transfer Overhead	5100101	<u>64,229</u>	<u>104,687</u>	<u>104,687</u>	<u>21,110</u>	<u>20.16%</u>
Total Transfers		367,194	558,970	558,970	148,049	26.49%
Total Expense		<u>5,596,846</u>	<u>6,977,551</u>	<u>6,977,551</u>	<u>2,963,926</u>	<u>42.48%</u>

Marin Transit
 FY2017/18 Q2 Budget Report
 From 7/1/2017 Through 12/31/2017

Detail:Capital Budget

	Total Project Budget	FY2017/18 Budget Revised	Current Period Actual	Total Project Expense
EV Purchase Two Electric Vehicles (Replacements)	1,662,022	1,626,292	2,315	38,045
LY Purchase Ten 40ft Vehicles (Replacements)	7,710,000	7,692,803	4,361	21,558
PA Purchase Three Paratransit Vehicles	267,000	267,000	1,006	1,006
PB Purchase Two Accessible Vans	102,780	102,780	800	800
NR Non Revenue Van	40,750	40,750		
SA Purchase One Shuttle Vehicle	130,000	130,000		
XA Purchase Two 35ft XHF Vehicles	925,000	10,000		
Subtotal Vehicles	10,837,552	9,869,625	8,482	61,409
BI Bus Stop Improvements SGR (BI)	2,025,045	631,367	64,158	1,457,836
BS Bus Stop Assessment Update	100,000	89,982	57,461	67,479
NC Downtown Novato Hub (NH) Construction	4,790,000	2,129,675	2,037,064	4,697,389
BW Muir Woods Infrastructure Improvements	638,000	531,753	3,104	109,351
TR San Rafael Transit Center	100,000	100,000		-
Subtotal Bus Stop Improvements	7,653,045	3,482,777	2,161,787	6,332,055
FC Facility Preliminary Design & Env	174,486	78,660	13,119	108,945
FR Facility ROW Purchase & Capital Improvements	5,500,000	5,500,000		
Subtotal Facility	5,674,486	5,578,660	13,119	108,945
OA On Board Equipment - 2016	210,000	160,908	80,566	129,658
OB On Board Equipment - 2015	432,451	65,784	65,784	432,451
TB Mobility Technology Backbone	375,000	335,253	109,411	149,158
ME MERA	29,000	29,000	25,054	25,054
RD Radio Communication Upgrade	348,000	71,917	20,186	23,269
Subtotal Technology Projects	1,394,451	662,862	301,001	759,590
GG Golden Gate Capital Costs (GG)		20,000	9,597	4,799
BM Bus Stop Maintenance (BM)		100,000	11,647	6,007
VR Major Vehicle Repairs (VR)		300,000	40,853	28,488
IF Infrastructure Support (IF)		385,000	183,963	96,111
Subtotal Ongoing Capital Expenses	-	805,000	246,060	135,405
Total Expenditures	25,559,534	20,398,924	2,730,449	7,397,404

**Attachment B: FY2017/18 Q2
Budget Amendments**

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
2018-01		Roll forward of unspent FY2017 Capital Project budgets; and update all Prior Years and Total Budgets	Capital	Capital	EV	5230101 Vehicles	1,622,022	4,270	1,626,292
	LY				5230101 Bus Stops	7,695,047	(2,244)	7,692,803	
	BI				5230101 Bus Stops	600,000	31,796"	631,351	
	BS				5230101 Bus Stops	80,000	9,982	89,982	
	NC				5230104 Facility and Stops	1,637,663	402,012	2,039,675	
	BW				5230104 Facility and Stops	512,729	19,024	531,753	
	FC				5230104 Facility and Stops	102,881	(24,221) ¹	87,195	
	OA				5230102 Equipment	164,956	(4,048)	160,908	
	OB				5230102 Equipment	105,861	(40,076)	65,785	
	TB				5230102 Equipment	356,500	(21,247)	335,253	
RD	5230102 Equipment	75,000	(3,083)	71,917					
2018-02	11/20/2017	Increase costs for construction manager due to the project timeline extension.	Capital	Capital	NC	5230104 Facility and Stops	2,039,675	90,000	2,129,675
2018-03	12/18/2017	Add projects for vehicle purchase to FY2018 budget	Capital	Capital	XA	5230101 Vehicles	0	10,000	10,000
				Capital	SA	5230101 Vehicles	0	130,000	130,000
2018-04	12/18/2017	Office Lease	Operations	Admin	NA	5121201 Office Rental	100,940	12,500	113,440
2018-05	12/18/2017	Paratransit Property lease	Capital lease	Capital	IF	5120301 Vehicle Parking Lease	\$0	\$12,600	\$12,600
2018-06	pending	Increase Budget for Bus Stop Improvement Project to spend remaining grant funds	Capital	Capital	BS	Total Budget	2,025,045	16,888	2,041,933
2018-07	Pending	Increase Budget for capital project to purchase accessible vans to purchase 2 additional vans	Capital	Capital	PB	523010 Vehicles	\$102,780	\$142,220	\$245,000

Notes:
1) Revised based on audit

Capital Projects Report through December 2017

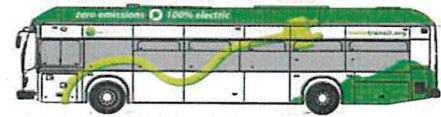
This capital project report provides detail through the Second Quarter of FY2017/18. Project descriptions and status are given for all major capital projects. Projects are grouped according to project type as shown below.

	Total Project Budgets	Total Expended FY2018	Total Project Expenditures
Vehicles	\$10,837,552	\$8,482	\$61,409
Bus Stop Improvements	\$7,653,046	\$2,161,787	\$6,332,055
Facility	\$5,674,418	\$13,119	\$108,945
Technology Projects	\$1,396,898	\$301,001	\$759,590
Ongoing Capital Expenses	\$805,000	\$246,060	\$135,405 (annual)
	\$26,366,914	\$2,730,449	\$7,397,404

Purchase Two Electric Vehicles Total Project Budget \$1,662,022

Concept: Purchase Two Electric Vehicles

Funding: \$1,190,640 Federal Section 5307
 \$75,000 Transportation Authority of Marin
 \$260,360 Measure A



Description: Replace two 40 ft vehicles beyond their useful life with battery electric vehicles

Status: Board authority to purchase the vehicles was given in November 2016 and the vehicle order has been placed with BYD Motors. The vehicles are in production, but delivery has been delayed to spring 2018.

VEHICLES

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
EV	\$1,662,022	\$38,045	2%	Jun-18	

Replace Ten 40ft Vehicles with Hybrid Vehicles Total Project Budget \$7,710,000

Concept: Purchase ten 40ft Hybrid Vehicles

Funding: \$6,322,200 Federal Section 5307
 \$1,387,800 Measure A



Description: Replace ten 40 ft vehicles that are beyond their useful life.

Status: Board authorized purchase in March 2016. Vehicles were delivered in December 2017. Equipment like Clipper, and surveillance cameras are being installed.

VEHICLES

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
LY	\$7,710,000	\$21,558	95%	Mar-18	

VEHICLES

Purchase Three Paratransit Vehicles **Total Project Budget \$267,000**

Concept: Purchase three Paratransit cutaway vehicles

Funding: \$218,940 Federal Section 5307
\$48,060 Measure A

Description: Replace three paratransit vehicles that are beyond their useful life.

Status: Board authorized purchase of the vehicles in August 2017. The purchase order was submitted in December 2017 for a March 2018 Delivery.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
PA	\$267,000	\$1,006	5%	Mar-18

VEHICLES

Purchase Two Accessible Vans **Total Project Budget \$102,780**

Concept: Purchase two Accessible vans

Funding: \$84,280 Federal Section 5307
\$18,500 Measure A

Description: Purchase two accessible vans to replace two paratransit vehicles beyond their useful life. These vehicles will be used for same-day accessible trips.

Status: Board authorized purchase of the vehicles in August 2017. Staff is recommending a change of vehicle type to accommodate more passengers. This will be presented to the board in February, for a vehicle delivery in April.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
PB	\$102,780	\$800	5%	Jan-18

VEHICLES

Purchase Non Revenue Van **Total Project Budget \$40,750**

Concept: Purchase Non Revenue Van

Funding: \$32,600 Federal Share of FTA Disposed Vehicles
\$8,150 Measure A

Description: Purchase vehicle for Marin Transit Staff use.

Status: Staff is researching options for a vehicle for staff use that features additional cargo space to purchase via a state contract process or from a dealership. The vehicle will be used to support service monitoring, bus stop maintenance, marketing, capital projects, and transporting staff.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
NR	\$40,750	\$0	10%	Jul-18

VEHICLES

Purchase One Shuttle **Total Project Budget \$130,000**

Concept: Purchase One Shuttle
Funding: \$104,000 Federal Section 5307
 \$26,000 Measure A

Description: Purchase one shuttle to replace a contractor-owned vehicle beyond its useful life

Status: Board authorized purchase of the vehicle in December 2017. Vehicle delivery is anticipated in June of 2018.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
SA	\$130,000	\$0	0%	Jul-18

VEHICLES

Purchase Two 35ft XHF Vehicles **Total Project Budget \$925,000**

Concept: Purchase two 35ft XHF vehicles
Funding: \$740,000 Federal Section 5307
 \$185,000 Measure A

Description: Purchase of two expansion 35-foot XHF's

Status: The Board authorized the purchase of this vehicle in December 2017. The vehicles will be used for school service and Muir Woods shuttle. Vehicle delivery is anticipated in October of 2018.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
XA	\$925,000	\$0	0%	Nov-18

BUS STOP IMPROVEMENTS

Bus Stop Improvements (State of Good Repair) Total Project Budget \$2,025,045

Concept: Improve bus stops in Marin County
Funding: \$1,600,000 Federal Section 5309
 \$400,000 PTMISEA
 \$25,045 Measure A

Description: Phase 1: Install new bus stop signage throughout Marin County. Phase 2: Minor and Major bus stop improvements at 12 locations throughout the County (see table below for locations and improvements). Phase 3: Additional bus stop improvements of up to 10 stops

Status: Phase 1 - complete. Phase 2 - complete. Phase 3 - Mark Thomas & Co is completing plans and specifications for 11 additional stop improvements. Staff developed and released a Request for Proposals for a Construction



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Phase 3</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Anticipated</u>	<u>Completion</u>
				<u>Date</u>	
BI	\$2,025,045	\$1,457,836	72%	Jun-18	



Downtown Novato Bus Stop Improvements- Construction Total Project Budget \$4,790,000

Concept: Construct Downtown Novato Bus Stop Improvement Project
Funding: \$1,980,716 PTMISEA
 \$989,000 ATP Grant
 \$389,284 Measure A
 \$1,120,000 Measure A Reserve
 \$311,000 OBAG2

Description: Redwood and Grant Transit Improvement Project is a safety and operations-improving upgrade project to a bus stop in Downtown Novato.

Status: In November 2016 construction contracts were awarded to Thompson Builders Corporation and the Conservation Corps North Bay. Construction started in January 2017 with tree removal, demolition and transition of bus services from the median to Redwood Blvd curbsides. Construction was mostly complete by September including facility shelter, display cabinets and landscaping. Bus services were move back into the median. The contractor finished outstanding tasks and the City of Novato will issue a final Occupancy Permit upon receipt of as-built drawings.



BUS STOP IMPROVEMENTS

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>	<u>Date</u>
NC	\$4,790,000	\$4,697,389	99%	Feb-18	



BUS STOP IMPROVEMENTS

Muir Woods Infrastructure Improvements **Total Project Budget \$638,000**

Concept: Improve boarding locations and purchase signage for the Muir Woods Shuttle

Funding: \$638,000 Federal Transit In the Parks



Description: Project includes funding for permanent changeable message signs and improvements to bus stops related to the Muir Woods Shuttle.

Status: Real time bus information was installed on vehicles and available for operations staff and onsite liaisons. Signage and additional passenger waiting amenities were installed at the Pohono Park and Ride lot. Purchase of a Mobile Information Kiosk was approved in May 2017. Vehicle delivery is anticipated in July 2018. Marin Transit continues work with multiple partner agencies to develop a long term agreement regarding access and responsibilities for the site.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
BW	\$638,000	\$109,351	17%	Aug-18	

BUS STOP IMPROVEMENTS

Bus Stop Conditions Update **Total Project Budget \$100,000**

Concept: Update District Bus Stop Inventory

Funding: \$100,000 Measure A

Description: Project to update the District's bus stop inventory to access bus stop improvement and access needs.

Status: Marin Transit hired a consultant to complete the inventory. The inventory took place during the summer of 2017 and is now complete.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
BS	\$100,000	\$67,479	100%	Dec-17	

ADMIN AND OPERATIONS FACILITY

Maintenance Facility - Project Development **Total Project Budget \$174,418**

Concept: Develop a maintenance facility

Funding: \$52,169 Measure A
\$122,249 FTA 5307

Description: Evaluate facility needs and develop plans to acquire a District-owned maintenance facility.

Status: Board authority to analyze facility needs was given June 2016. The District has been working with consultants to evaluate potential facility locations, feasibility and a preliminary space needs analysis. In August 2017, the board reviewed a report on Evaluating Costs and Benefits of a Operations and Maintenance Facility that analyzed the need, functions, goals, and objectives of developing a facility. Mark Thomas & Co is

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
FC	\$174,418	\$108,945	62%	NA	



ADMIN AND OPERATIONS FACILITY

Maintenance Facility - ROW Purchase & Capital Improvements **Total Project Budget \$5,500,000**

Concept: Develop a maintenance facility
Funding: \$1,100,000 Measure A
 \$4,400,000 FTA 5307
Description: Purchase land for a new facility.
Status: Marin Transit is actively searching for and evaluating available land to purchase in the county.

Project ID	Budget	Expended to		Anticipated Completion	
		Date	Percent Complete	Date	
FC	\$5,500,000	\$0	5%	NA	

TECHNOLOGY PROJECTS

TECHNOLOGY PROJECTS **Total Project Budget \$1,046,989**

Concept: District technology projects
Funding: \$300,000 Federal Job Access Funds (JARC)
 \$514,391 Federal Section 5307
 \$232,598 Measure A

Projects:		Total Project Cost	Expended to	
			Date	
OA	On Board Equipment 2016	\$210,000	\$129,658	
OB	Associated On-Board Equipment-2015	\$432,989	\$432,451	
TB	Mobility Technology Backbone	\$375,000	\$149,158	
ME	MERA	\$29,000	\$25,054	



Description: Marin Transit projects related to technology for vehicle operations, fare collection, and passenger information
Status: Marin Transit board approved the installation of security cameras on Paratransit vehicles in August 2017. Installation was complete in November 2017.

Radio Communication Upgrades - Needs Assessment **Total Project Budget \$348,000**

Concept: Conduct a current Radio Communications Needs Assessment
Funding: \$62,640 Measure A
 \$285,360 FTA 5307
Description: Evaluate current radio communications practices and determine areas for improvement with action plan.
Status: Marin Transit board approved a contract with DeltaWRX in September 2017 to complete a radio assessment at each of Marin Transit's contractors. Assessment should be complete in February 2018. A second phase will be initiated to fulfill consultant recommendations

Project ID	Budget	Expended to		Anticipated Completion	
		Date	Percent Complete	Date	
RD	\$348,000	\$23,269	7%	Feb-18	

Ongoing Capital Expenses **Annual Budget \$805,000**

ONGOING CAPITAL EXPENSES

Concept: Ongoing capital expenses

Funding: \$805,000 Measure A

<u>Projects:</u>		Total Project Budgets	Annual Budget	Expended in FY2018
GG	Golden Gate Capital Costs	\$20,000	\$20,000	\$4,799
BM	Bus Stop Maintenance	\$100,000	\$100,000	\$6,007
VR	Major Vehicle Repairs	\$300,000	\$300,000	\$28,488
IF	Infrastructure Support	\$385,000	\$385,000	\$96,111

Description: Ongoing capital costs including capital costs associated with the Golden Gate operations contract, major vehicle repairs, and other small capital expenses.

Status: Capital depreciation expenses for equipment owned by Golden Gate Transit are billed monthly. Major vehicle repairs, such as transmissions, are expended as needed.