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November 16, 2015

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

**SUBJECT: Marin County Transit District First Quarter Financial Report**

**board of directors**

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city of novato

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director  
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director  
city of mill valley

Dear Board Members:

**RECOMMENDATION:** Accept report, and adopt associated budget amendments (16-02, 16-04, and 16-05)

**SUMMARY:** This report represents all financial transactions for the District through the first quarter of Fiscal Year 2015/16. This quarterly report is an opportunity for your Board to review the District's financial status and to provide fiscal and operational accountability.

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.

First quarter operations expenses and revenues were both consistent with the Board adopted budget.

**Operating Expenses**

The FY2015/16 operating expenditures through the first quarter (Attachment A, Page 1) are \$6,373,372, which is 23% of the annual budget of \$27,838,050. With these expenditures, Marin Transit successfully delivered transit services shown in Table 1.

**Operating Revenue**

Marin Transit's FY2015/16 operating revenues through the first quarter (Attachment A, Page 1) are \$7,157,302 or 24% of the annual budget of \$29,730,138.

**Table 1: FY 2015/16 First Quarter Service Operations**

Service	Annual Estimated Revenue Hours	Q1 Actual Revenue Hours	% of Annual
Local Large Bus Fixed Route	87,500	22,235	25%
Community Shuttles	39,321	9,938	25%
Local Supplemental School	7,467 <sup>1</sup>	618	8%
Muir Woods Shuttle	5,211	2,483	48%
Novato Dial-A-Ride	2,650	549	21%
Yellow School Bus Service	7 Buses	6 buses	NA
West Marin Stagecoach Service	16,030	4,280	27%
Tomales Service	375	98	26%
Local Paratransit Service	61,217	13,807	23%
Regional Paratransit Service	9,845	2,566	26%
Service	Annual Estimated Trips	Q1 Actual Trips	% of Annual
Catch A Ride	19,200	3,859	20%
Volunteer Driver	19,755	3,727	19%

Notes: 1) corrected from 7,167 in budget document

**Capital Budget**

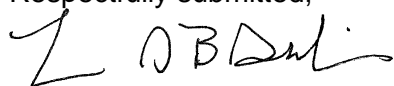
Marin Transit’s expenditures in the Capital Budget (Attachment A, Page 1) through the first quarter were \$1,042,082 or 8% of the \$13.6 million budget. Capital revenues tie closely to expenditures as they tend to be on a reimbursement basis. The primary expenditures were for the replacement of paratransit vehicles. Attachment C includes a complete Capital Report for all major Marin Transit capital projects for the current period.

**FISCAL/STAFFING IMPACT:** This quarterly report includes three budget amendments not addressed in previous Board reports. Budget amendment 16-02 creates a project for developing a maintenance facility as authorized at the June 22, 2015 Board meeting. The amendment transfers budget from the Infrastructure Support project to the new project, and there is no increase to the total capital budget.

Budget amendment 16-04 adjusts project budgets to reflect FY2014/15 actual expenditures. Since the FY2015/16 budget was adopted before the end of FY2014/15, the budget adjustment allows the District to maintain the total budget for multi-year projects. The net effect of this amendment is to increase the FY2015/16 Capital Budget by \$118,998.

Budget amendment 16-05 moves \$985,000 of future project budget for the construction of the Downtown Novato Bus Stop to the current year along with a corresponding amount of PTMISEA funded. This amendment increases the FY2015/16 Capital Revenues and Expenses Budget by \$985,000.

Respectfully submitted,



Lauren Gradia  
 Director of Finance and Capital Projects

- Attachment A: FY2015/16 First Quarter Financial Report
- Attachment B: FY2015/16 Budget Amendments
- Attachment C: Capital Project Report

Marin Transit  
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	<b>FY2014/15 Actual</b>	<b>Total Budget - Original</b>	<b>Total Budget - Revised</b>	<b>Current Period Actual</b>	<b>Percent Total Budget Used</b>
Revenue					
Capital	2,987,471	13,264,649	13,631,772	1,042,082	7.64%
Vehicle Operations	<u>28,010,488</u>	<u>29,730,138</u>	<u>29,730,138</u>	<u>7,157,302</u>	<u>24.07%</u>
Total Revenue	30,997,959	42,994,787	43,361,910	8,199,384	18.91%
Expenses					
Capital	2,987,471	13,264,649	13,631,772	1,042,082	7.64%
Vehicle Operations	<u>25,399,837</u>	<u>27,838,050</u>	<u>27,838,050</u>	<u>6,373,372</u>	<u>22.89%</u>
Expenditures	28,387,308	41,102,699	41,469,822	7,415,454	17.88%
Net Revenue Over Expenditures	<u>2,610,651</u>	<u>1,892,088</u>	<u>1,892,088</u>	<u>783,930</u>	<u>41.43%</u>
Emergency Reserve	4,412,111	4,639,675	4,639,675	4,639,675	
Contingency Reserve	4,824,465	6,488,989	6,488,989	5,380,831	
<b>Fund Balance (total reserve)</b>	<b><u>9,236,576</u></b>	<b><u>11,128,664</u></b>	<b><u>11,128,664</u></b>	<b><u>10,020,506</u></b>	

Marin Transit  
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**OPERATIONS: Admin, Local, Rural, Marin Access**

	FY15 Actual	Total Budget · Original	Total Budget · Revised	Current Period Actual	Percent Total Budget Used
<b>Revenue</b>					
Fare Revenue	3,669,512	4,078,076	4,078,076	1,121,345	27.49%
Advertising & Other Revenue	283,688	344,520	344,520	86,130	25.00%
Fee for Service	1,974,352	2,448,427	2,448,427	592,398	24.19%
Interest	9,816	5,000	5,000	0	0.00%
Measure A	10,299,547	11,300,289	11,300,289	2,231,933	19.75%
Measure B	863,617	863,386	863,386	201,844	23.37%
Property Taxes	3,577,395	3,630,099	3,630,099	822,566	22.65%
Redevelopment Area (RDA) Fees	33,961	17,517	17,517	131	0.74%
State Transit Assistance (STA)	1,310,912	1,328,015	1,328,015	342,423	25.78%
Transit Development Act (TDA)	4,542,050	4,566,400	4,566,400	1,141,600	24.99%
Other State	19,534	19,343	19,343	0	0.00%
FTA Funds	1,297,129	962,250	962,250	529,852	55.06%
National Park Service	168,666	166,816	166,816	87,080	52.20%
Cost Center Revenue Transfers	<u>(39,691)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
<b>Total Revenue</b>	<b>28,010,488</b>	<b>29,730,138</b>	<b>29,730,138</b>	<b>7,157,302</b>	<b>24.07%</b>
<b>Expenses</b>					
Salaries and Benefits	1,410,195	1,992,741	1,992,741	394,334	19.78%
Consultant Services	328,800	523,561	523,561	74,579	14.24%
Consultant - Legal	88,716	85,000	85,000	8,558	10.06%
Security and Maintenance	19,183	204,000	204,000	5,534	2.71%
Customer Service	118,760	499,480	499,480	28,059	5.61%
Indirect County Overhead	2,009	5,000	5,000	502	10.04%
Mobility Management Support Programs	73,699	75,000	75,000	12,888	17.18%
Office Supplies	86,261	128,999	128,999	56,003	43.41%
General Insurance	29,444	30,000	30,000	29,580	98.60%
Contract Service Operation	21,814,329	21,157,393	21,157,393	5,207,337	24.61%
Membership & Prof Development	14,671	27,000	27,000	2,326	8.61%
Mileage and Travel	13,063	18,400	18,400	2,330	12.66%
Marketing	114,661	235,314	235,314	21,824	9.27%
Communication	110,284	126,605	126,605	81,356	64.25%
Fuel	1,291,857	2,864,944	2,864,944	489,474	17.08%
Misc Services	22,348	30,750	30,750	8,238	26.79%
Office - Rental and Overhead	92,236	96,000	96,000	23,240	24.20%
Partner Agency Pass Through	0	0	0	0	0.00%
Cost Center Transfers	<u>(230,676)</u>	<u>(262,137)</u>	<u>(262,137)</u>	<u>(72,791)</u>	<u>27.76%</u>
<b>Total Expenses</b>	<b>25,399,837</b>	<b>27,838,050</b>	<b>27,838,050</b>	<b>6,373,372</b>	<b>22.89%</b>
<b>Net Revenue Over Expenditures</b>	<b><u>2,610,651</u></b>	<b><u>1,892,088</u></b>	<b><u>1,892,088</u></b>	<b><u>783,930</u></b>	<b><u>41.43%</u></b>

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**Administration**

		Total Budget - FY15 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
<b>Revenue</b>						
Lease of Property	4070301	245	0	0	0	0.00%
Interest	4070400	9,816	5,000	5,000	0	0.00%
Redevelopment Fees	4079950	13,583	11,310	11,310	0	0.00%
Residual ABX 126	4079954	20,377	6,207	6,207	131	2.10%
PropTax-CurrntSecured	4080101	3,126,747	3,226,380	3,226,380	806,595	25.00%
County Fee-SV2557Admin Basic Tax	4080102	(49,661)	(48,970)	(48,970)	0	0.00%
Property Tax-Unitary	4080103	29,656	30,874	30,874	0	0.00%
PropTax-CurrntUnSecur	4080104	69,581	66,581	66,581	0	0.00%
Educ Rev Augm Fund-Redist	4080105	304,033	276,782	276,782	15,461	5.58%
PropTax-Supp CY SECR	4080106	88,406	70,120	70,120	0	0.00%
PropTax-Supp Unsecured	4080107	1,149	1,565	1,565	0	0.00%
PropTax-Redemption	4080108	2,516	1,798	1,798	510	28.34%
Property Tax-Prior Unsecured	4080109	4,969	4,969	4,969	0	0.00%
National Park Service	4089901	0	0	0	0	0.00%
Other State	4119940	<u>208</u>	<u>208</u>	<u>208</u>	<u>0</u>	0.00%
Subtotal Revenue		3,621,625	3,652,824	3,652,824	822,697	22.52%
Property Tax Transfer	4700001	(994,095)	(1,369,481)	(1,369,481)	<u>0</u>	<u>0.00%</u>
<b>Total Revenue</b>		2,627,530	2,283,343	2,283,343	822,697	36.03%
<b>Expense</b>						
Salaries and Benefits	5010200	883,320	1,975,041	1,975,041	286,400	14.50%
Benefits	5020000	518,805	0	0	101,175	0.00%
Consultant Services	5030301	61,425	230,163	230,163	40,456	17.57%
Prof Svcs - Accounting and Audit	5030305	45,058	42,115	42,115	0	0.00%
Office Supplies	5049901	6,535	8,240	8,240	1,894	22.98%
Small Furn/Equip	5049902	2,599	12,000	12,000	7,605	63.37%
Software	5049903	44,521	56,650	56,650	2,609	4.60%
Copier Suppl & Srvs	5049904	6,854	8,000	8,000	1,520	19.00%
Postage	5049905	1,135	2,500	2,500	58	2.30%
Computers	5049906	4,630	10,609	10,609	0	0.00%
Communication - Phone	5050201	20,635	23,602	23,602	5,640	23.89%
Insurance - Gen Liability	5060301	29,444	30,000	30,000	29,580	98.60%
Membership & Prof Development	5090101	14,671	27,000	27,000	2,326	8.61%
Mileage and Travel	5090202	13,063	18,400	18,400	2,330	12.66%
Marketing	5090801	19,144	24,479	24,479	1,560	6.37%
County Transfer - Special District	5100401	2,009	5,000	5,000	502	10.04%
Office Rental	5121200	<u>92,236</u>	<u>96,000</u>	<u>96,000</u>	<u>23,240</u>	<u>24.20%</u>
Subtotal Expense		1,766,085	2,569,799	2,569,799	506,895	19.73%
Cost Center Salary/Benefit Transfers	5100100	(1,306,935)	(1,829,544)	(1,829,544)	(346,931)	18.96%
Cost Center Transfer Overhead	5100101	<u>(442,267)</u>	<u>(348,998)</u>	<u>(348,998)</u>	<u>(121,198)</u>	<u>34.72%</u>
<b>Total Expense</b>		16,882	391,257	391,257	38,766	9.90%

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**Local**

		Total Budget -	Total Budget -	Current Period	Percent Total
	FY15 Actual	Original	Revised	Actual	Budget Used
<b>Revenue</b>					
Advertising Revenue	4060301	218,971	278,004	278,004	69,501 25.00%
Lease of Property	4070301	64,472	66,516	66,516	16,629 25.00%
Fee For Service	4090101	26,559	0	0	235 0.00%
Measure A Sales Tax	4092001	7,109,172	8,086,178	8,086,178	1,612,495 19.94%
State Transit Assistance	4110101	1,217,391	1,256,385	1,256,385	324,583 25.83%
Transit Development Act (TDA)	4110102	4,542,050	4,566,400	4,566,400	1,141,600 24.99%
State Transit Assistance - Lifeline	4110103	13,181	0	0	0 0.00%
Fed- FTA 5307 STP	4139912	216,017	122,249	122,249	0 0.00%
National Park Service	4139951	120,773	166,816	166,816	57,627 34.54%
Fed-FTA 5304 State Planning	4139961	81,850	10,000	10,000	0 0.00%
Fare Revenue	4140100	3,210,813	3,255,396	3,255,396	828,511 25.45%
Fare Revenue - Yellow Bus	4140105	0	368,000	368,000	169,140 45.96%
Subtotal Revenue		16,821,249	18,175,944	18,175,944	4,220,321 23.22%
Program Revenue Transfer	4700002	99,846	100,000	100,000	0 0.00%
<b>Total Revenue</b>		<b>16,921,095</b>	<b>18,275,944</b>	<b>18,275,944</b>	<b>4,220,321 23.09%</b>
<b>Expense</b>					
Salaries and Benefits	5010200	4,282	17,700	17,700	5,852 33.06%
Benefits	5020000	654	0	0	908 0.00%
Consultant Services	5030301	233,724	226,350	226,350	19,904 8.79%
Customer Service	5030320	0	302,000	302,000	0 0.00%
Custodial Service	5030602	19,183	20,000	20,000	5,534 27.67%
Security Services	5030701	0	184,000	184,000	0 0.00%
Fuel	5040101	489,952	1,884,401	1,884,401	300,163 15.92%
Software	5049903	0	0	0	50 0.00%
Communication-AVL	5050205	42,635	44,746	44,746	40,430 90.35%
Communication-Data	5050206	2,331	10,000	10,000	583 5.82%
Purchased Transportation - In Report	5080101	15,033,513	13,551,734	13,551,734	3,455,503 25.49%
Yellow Bus School Service	5080103	0	616,000	616,000	78,371 12.72%
Marketing	5090801	39,082	95,481	95,481	11,732 12.28%
Signs	5122010	22,348	30,750	30,750	8,238 26.79%
Subtotal Expense		15,887,705	16,983,162	16,983,162	3,927,268 23.12%
Cost Center Salary/Benefit Transfers	5100100	772,109	1,099,154	1,099,154	218,958 19.92%
Cost Center Transfer Overhead	5100101	261,282	193,627	193,627	74,095 38.26%
<b>Total Expense</b>		<b>16,921,095</b>	<b>18,275,943</b>	<b>18,275,943</b>	<b>4,220,321 23.09%</b>

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**Rural**

		Total Budget -	Total Budget -	Current Period	Percent Total
	FY15 Actual	Original	Revised	Actual	Budget Used
<b>Revenue</b>					
Measure A Sales Tax	4092001	886,505	1,010,565	1,010,565	230,515 22.81%
Fed-FTA 5311 Rural	4139920	212,197	217,117	217,117	54,279 25.00%
National Park Service	4139951	47,893	0	0	29,453 NA
Fare Revenue	4140100	<u>128,410</u>	<u>124,126</u>	<u>124,126</u>	<u>39,008</u> <u>31.42%</u>
<b>Total Revenue</b>		<b>1,275,005</b>	<b>1,351,808</b>	<b>1,351,808</b>	<b>353,255 26.13%</b>
<b>Expense</b>					
Salaries and Benefits	5010200	2,718	0	0	0 0.00%
Benefits	5020000	417	0	0	0 0.00%
Consultant Services	5030301	2,906	15,914	15,914	282 1.76%
Fuel	5040101	180,232	255,608	255,608	51,578 20.17%
Communication-AVL	5050205	14,212	15,167	15,167	13,477 88.85%
Communication-Data	5050206	831	1,000	1,000	208 20.78%
Purchased Transportation - In Report	5080101	890,257	901,952	901,952	231,605 25.67%
Purchased Transportation - Excluded	5080102	2,840	0	0	29,453 0.00%
Marketing	5090801	<u>31,236</u>	<u>25,750</u>	<u>25,750</u>	<u>3,810</u> <u>14.79%</u>
<b>Subtotal Expense</b>		<b>1,125,648</b>	<b>1,215,391</b>	<b>1,215,391</b>	<b>330,413 27.19%</b>
Cost Center Salary/Benefit Transfers	5100100	111,593	116,198	116,198	17,067 14.68%
Cost Center Transfer Overhead	5100101	<u>37,763</u>	<u>20,219</u>	<u>20,219</u>	<u>5,776</u> <u>28.56%</u>
<b>Total Expense</b>		<b>1,275,005</b>	<b>1,351,808</b>	<b>1,351,808</b>	<b>353,255 26.13%</b>

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**Special**

		Total Budget -	Total Budget -	Current Period	Percent Total
	FY15 Actual	Original	Revised	Actual	Budget Used
<b>Revenue</b>					
Fee For Service	4090101	5,357	0	0	0.00%
Measure A Sales Tax	4092001	2,303,870	2,203,546	2,203,546	388,923 16.66%
Measure B	4099950	863,617	863,386	863,386	201,843 0.00%
State Transit Assistance	4110101	80,340	71,630	71,630	17,840 24.90%
State Prop Tx Relief HOPTR	4119910	19,326	19,135	19,135	0 0.00%
Fed-FTA 5307 Urbanized Area Formula	4139910	677,859	461,944	461,944	461,944 100.00%
Fed-FTA 5310 Mobility	4139915	0	50,000	50,000	0 0.00%
Fed-FTA 5317 New Freedom	4139941	109,207	100,940	100,940	13,629 13.50%
Fare Revenue	4140100	330,289	330,554	330,554	84,687 25.61%
Misc.-Reimbursement	4601001	64,447	66,294	66,294	0 0.00%
GGBHTD Payment for Local Para	4601003	725,800	1,217,696	1,217,696	289,262 23.75%
GGBHTD Payment for Regional Para	4601004	<u>1,152,188</u>	<u>1,164,437</u>	<u>1,164,437</u>	<u>302,901</u> <u>26.01%</u>
Subtotal Revenue		6,332,300	6,549,562	6,549,562	1,761,029 26.89%
Property Tax Transfer	4700001	954,404	1,369,481	1,369,481	0 0.00%
Program Revenue Transfer	4700002	<u>(99,846)</u>	<u>(100,000)</u>	<u>(100,000)</u>	<u>0</u> <u>0.00%</u>
Total Revenue		7,186,858	7,819,043	7,819,043	1,761,029 22.52%
<b>Expense</b>					
Consultant Services	5030301	74,402	94,019	94,019	22,496 23.92%
Customer Service	5030320	118,760	197,480	197,480	28,059 14.20%
Fuel	5040101	621,674	724,935	724,935	137,732 18.99%
Software	5049903	19,987	31,000	31,000	42,268 136.34%
Communication - Phone	5050201	0	0	0	0 0.00%
Communication- Mobile Data Terminal	5050203	3,871	4,000	4,000	1,011 25.28%
Communication-MERA Radio	5050204	19,268	19,900	19,900	18,057 90.73%
Communication-Data	5050206	6,500	8,190	8,190	1,950 23.80%
Purchased Transportation - In Report	5080101	4,774,784	5,008,642	5,008,642	1,131,227 22.58%
Purchased Transportation - Regional	5080102	1,112,936	1,079,065	1,079,065	281,178 26.05%
Marketing	5090801	25,199	89,604	89,604	4,722 5.26%
Misc-Exp Transit User Training	5098001	5,897	9,000	9,000	528 5.86%
Gap Grant	5098002	50,158	46,000	46,000	12,360 26.87%
Low Income Rider Scholarships	5098003	<u>17,644</u>	<u>20,000</u>	<u>20,000</u>	<u>0</u> <u>0.00%</u>
Subtotal Expense		6,851,080	7,331,835	7,331,835	1,681,589 22.94%
Cost Center Salary/Benefit Transfers	5100100	250,881	414,995	414,995	59,355 14.30%
Cost Center Transfer Overhead	5100101	<u>84,898</u>	<u>72,212</u>	<u>72,212</u>	<u>20,086</u> <u>27.81%</u>
Total Expense		7,186,860	7,819,042	7,819,042	1,761,030 22.52%



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	Total Project	Prior Years <sup>1</sup>	FY 2015/16 Budget	FY 2015/16 Budget Revised <sup>2</sup>	Current Period Actual
LV Replace Seven 40ft Hybrid Vehicles	5,073,675	12,573	5,071,000	5,059,427	172
LX Replace 4 30ft Hybrid Vehicles	2,832,000	6,993	2,830,500	2,825,007	172
PV Replace Three Paratransit Vehicles	244,872	231,015	0	13,856	13,985
PZ Replace Thirteen Paratransit Vehicles	1,114,173	972,895	0	141,278	1,159
PR Replace Nine Paratransit Vehicles	872,400	0	872,400	872,400	218,314
PE Purchase Six Paratransit Vehicles	580,000	0	580,000	580,000	349,728
ST Replace Three Stage Vehicles	720,190	0	720,190	720,190	221,759
SV Replace Two Shuttle Vehicles	244,000	0	244,000	244,000	0
<i>Subtotal Vehicles</i>	<i>11,681,310</i>	<i>1,223,476</i>	<i>10,318,090</i>	<i>10,456,158</i>	<i>805,289</i>
BI Bus Stop Improvements SGR (BI)	2,000,000	1,320,498	519,395	679,502	35,182
BS Bus Stop Inventory Update	100,000	0	100,000	100,000	0
NH Downtown Novato Stop (NH)- Design	591,149	422,201	100,000	168,948	51,306
NC Downtown Novato Stop (NH) Construction	3,255,000	0	0	0	0
MW Muir Woods Infrastructure Improvements	638,000	95,271	542,729	542,729	0
<i>Subtotal Bus Stop Improvements</i>	<i>6,584,149</i>	<i>1,837,970</i>	<i>1,262,124</i>	<i>1,491,179</i>	<i>86,488</i>
AL AVL (AL)	40,000	0	40,000	40,000	0
FB Fareboxes (FB)	30,000	0	30,000	30,000	0
FP Paratransit Fareboxes	121,000	0	121,000	121,000	0
TB Mobility Management Technology Backbone	375,000	12,706	340,798	362,294	1,750
MD Mobile Data Terminals	12,500	0	12,500	12,500	0
ME MERA	26,000	0	26,000	26,000	27,283
RD Radio Communication Upgrade	348,000	0	348,000	348,000	0
TC Clipper Installation on Stage and Shuttles	145,893	145,893	0	0	0
<i>Subtotal Technology Projects</i>	<i>1,098,393</i>	<i>158,599</i>	<i>918,298</i>	<i>918,298</i>	<i>29,033</i>
GG Golden Gate Capital Costs (GG)	150,000	-	150,000	150,000	31,508
BM Bus Stop Maintenance (BM)	100,000	-	100,000	100,000	0
VR Major Vehicle Repairs (VR)	300,000	-	300,000	300,000	0
IF Infrastructure Support (IF)	216,137	-	216,137	216,137	89,763
<i>Subtotal Ongoing Capital Expenses</i>	<i>766,137</i>	<i>0</i>	<i>766,137</i>	<i>766,137</i>	<i>121,271</i>
<b>Total Expenditures</b>	<b>20,129,989</b>	<b>3,220,045</b>	<b>13,264,649</b>	<b>13,631,772</b>	<b>1,042,081</b>

- Notes 1. Update from original budget to reflect FY2015 actuals  
 2. Includes budget adjustment #16-04 to roll forward FY2015 actuals (pending board approval)



**Attachment B: FY2015/16 Q1  
Budget Amendments**

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
FY16-01	9/21/2015	Increase budget for Redwood and Grant Transit Improvement Project.	Capital	Capital	NH	5230104 Facilities and Stops	\$100,000	\$109,523	\$209,523
			Capital	Capital	NH	4092002 Measure A	\$59,425	\$109,523	\$168,425
FY16-02	Pending Q1 Report	Add project and funding to develop a maintenance facility	Capital	Capital	MC	5230104 Facilities and Stops	0	\$40,000	\$40,000
			Capital	Capital	IF	5049910 Infrastructure Support	\$470,000	(\$40,000)	\$430,000
FY16-03	Pending Board Letter	Add funding and budget for San Rafael Transit Center Relocation	Capital	Capital	IF	5230104 Facilities and Stops	0	\$26,667	\$26,667
			Capital	Capital	IF	4092002 Measure A	0	\$26,667	\$26,667
FY16-04	Pending Q1 Report	Roll forward of unspent FY2015 Capital Project budgets; and update all Prior Years and Total Budgets	Capital	Capital	PV	5230101 Vehicles	0	\$13,865	\$13,865
					LV	5230101 Vehicles	\$5,071,000	(\$11,573)	\$5,059,427
					LX	5230101 Vehicles	\$2,830,500	(\$5,493)	\$2,825,007
					NH	5230104 Facilities and Stops	\$209,523	(\$40,575)	\$168,948
					PZ	5230101 Vehicles	0	\$141,278	\$141,278
					TB	5230102 Technology Projects	\$340,798	\$21,496	\$364,294
FY16-05	Pending Q1 Report	Move funding for Construction of Novato Bus Stop to Current Year	Capital	Capital	NC	5230104 Facilities and Stops	0	\$985,000	\$985,000
					NC	4119901 PTMISEA (Lifeline)	0	\$985,000	\$985,000
FY16-06	Pending Board Letter	Add new project to Replace Articulated Bus Decals	Capital	Capital	DL	5230101 Vehicles	0	\$160,000	\$160,000
						4092002 Measure A	0	\$160,000	\$160,000



# Capital Projects Report for September 2015

This capital project report provides detail for the FY2015/16 First Quarter Capital Budget Report. 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 in FY2016 Q1
Vehicles	\$11,681,310	\$805,289
Bus Stop Improvements	\$6,584,149	\$86,488
Technology Projects	\$1,098,393	\$29,033
Ongoing Capital Expenses	\$766,137	\$121,271
	<u>\$20,129,989</u>	<u>\$1,042,081</u>

## Replace Seven 40ft Buses

**\$5,073,675**

**Concept:** Replacement of vehicles beyond their useful life with new Gillig Hybrid Vehicles

**Funding:** \$4,057,707 Federal Section 5307  
 \$1,014,293 PTMISEA  
 \$1,675 Measure A



**Description:** 40ft ft low floor transit vehicles. Vehicles have 12 year useful life and carry around 40 passengers. The vehicles will have Allison Hybrid transmissions with Cummins engines.

**Status:** Board approved vehicle order on June 23, 2014. A pre-production meeting was held at the end of March and vehicles will be built in January and February 2016. Expected delivery is March 2016.

VEHICLES

<u>Project ID</u>	<u>Budget</u>	<u>Expended to Date</u>	<u>Percent Complete*</u>	<u>Anticipated Completion Date</u>
LV	\$5,073,675	\$12,745	30%	Mar-16

## Replace Four 30ft Buses

**\$2,832,000**

**Concept:** Replacement of vehicles beyond their useful life with new Gillig Hybrid Vehicles

**Funding:** \$2,235,772 Federal Section 5307  
 \$443,358 PTMISEA  
 \$45,699 Cap and Trade  
 \$107,171 Measure A



**Description:** 30ft ft low floor transit vehicles. Vehicles have 12 year useful life and carry around 30 passengers. The vehicles will have Allison Hybrid transmissions with Cummins engines.

**Status:** Board approved vehicle order on June 23, 2014. A pre-production meeting was held at the end of March and vehicles will be built in January and February 2016. Expected delivery is March 2016.

VEHICLES

<u>Project ID</u>	<u>Budget</u>	<u>Expended to Date</u>	<u>Percent Complete*</u>	<u>Anticipated Completion Date</u>
LX	\$2,832,000	\$7,165	30%	Feb-16

\* Based on earned value

VEHICLES

**Replace Three Paratransit Vehicles COMPLETED \$244,872**

Concept: Replacement of paratransit vehicles beyond their useful life with new vehicles

Funding: \$195,897 Federal Section 5307  
\$48,974 PTMISEA

Description: The project includes the purchase of one Class A Starcraft 20' Ford E350 and two Class B Starcraft 22' Ford E450 vehicles. The vehicles were purchased through a cooperative vehicle purchasing agreement.

Status: These vehicles were put into service in May and June 2015. Project is complete.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to Date</u>	<u>Percent Complete*</u>	<u>Anticipated Completion Date</u>
PV	\$244,872	\$245,001	100%	Dec-15

VEHICLES

**Replace Thirteen Paratransit Vehicles \$1,114,173**

Concept: Replacement of paratransit vehicles beyond their useful life with new vehicles

Funding: \$891,338 Federal Section 5307  
\$222,836 PTMISEA

Description: The project includes the purchase of eight Class A Starcraft 20' Ford E350 and five Class B Starcraft 22' Ford E450 vehicles. The vehicles were purchased through a cooperative vehicle purchasing agreement.

Status: All vehicles are in service. Additional funding is available for equipment to be installed post-delivery.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to Date</u>	<u>Percent Complete*</u>	<u>Anticipated Completion Date</u>
PZ	\$1,114,173	\$974,054	87%	Dec-15

VEHICLES

**Replace Nine Paratransit Vehicles \$872,400**

Concept: Replacement of paratransit vehicles beyond their useful life with new vehicles

Funding: \$713,400 Federal Section 5307  
\$159,000 PTMISEA

Description: The project includes the purchase of nine Class A Starcraft 20' Ford E350 vehicles. The vehicles are being purchased through a cooperative vehicle purchasing agreement.

Status: Vehicles are delivered and are being put into service.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to Date</u>	<u>Percent Complete</u>	<u>Anticipated Completion Date</u>
PR	\$872,400	\$218,314	25%	Dec-15

\* Based on earned value

VEHICLES

**Purchase Six Paratransit Vehicles** **\$580,000**

Concept: Purchase six paratransit vehicles to increase the fleet size to meet demand

Funding: \$538,228 PTMISEA  
\$41,772 Measure A

Description: The project includes the purchase of six Class A Starcraft 20' Ford E350 vehicles. The vehicles are being purchased through a cooperative vehicle purchasing agreement.

Status: Vehicles are delivered and are being put into service.

<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>		<u>Date</u>
PE	\$580,000	\$349,728	60%	Dec-15

VEHICLES

**Replace Three Stagecoach Vehicles** **\$720,190**

Concept: Purchase three replacement vehicles

Funding: \$398,520 Federal Section 5307  
\$138,800 Federal Section 5339  
\$182,870 PTMISEA

Description: The project includes the purchase of one 29ft XHF vehicles and two 27.5 foot cutaways with associated equipment. The vehicles are being purchased through a cooperative vehicle purchasing agreement.



Status: The 27.5 foot vehicles have been built and delivered. They went into service September 14, 2015. The XHF is being built now, and delivery is anticipated December 2015

<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>		<u>Date</u>
SV	\$720,190	\$221,759	31%	Jun-16

VEHICLES

**Shuttle Vehicles** **\$244,000**

Concept: Purchase two shuttle vehicles

Funding: \$200,080 Federal Section 5307  
\$43,920 Measure A

Description: Replace two shuttle vehicles that are beyond their useful lives.

Status: Waiting for pre-award authority on the federal funds.

<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>		<u>Date</u>
SV	\$244,000	\$0	0%	Mar-17

**Bus Stop Improvements (State of Good Repair)**

**\$2,000,000**

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



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). Planning for Phase 3 improvements is underway.

Phase 2 Improvements by Location

Stop No.	Location	Dir	Municipality	Description
158	Reed/ Belvedere	SB	Strawberry	Add a concrete pad to reinforce roadway
129	E Blithedale/ Tower	SB	Mill Valley	Remove existing bench and install a new shelter and bicycle rack
1314	Hamilton/ Marin Airporter	EB	Novato	Construct an accessible wheelchair landing and add a shelter
342	SFD/ Lagunitas	NB	Ross	Install new shelter
341	SFD/ Lagunitas	SB	Ross	Install new shelter
586/585	Civic Center/ N San Pedro	SB/NB	San Rafael	Upgrade adjacent intersection to meet ADA standards and add bicycle racks
560	Nova Albion/ Montecillo	EB	San Rafael	Add shelter and trash can
778	Rowland/S Novato	EB	Novato	Relocate bus stop to allow room for accessible wheelchair landing
725	Sunset/ Merritt	NB	Novato	Construct an accessible wheelchair landing and replace bench
409	Grand/ Acacia	NB	San Rafael	Construct an accessible wheelchair landing
546	Manuel T Frietas/ Montecillo	SB	San Rafael	Relocate bus stop to allow room for accessible wheelchair landing and relocate

Status: Phase 1 - complete. New signage was installed at bus stops throughout Marin County. Phase 2 - complete. Phase 3 - improvements at stops is in the design and development stage.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to Date</u>	<u>Percent Complete</u>	<u>Phase 2 Anticipated Completion Date</u>
BI	\$2,000,000	\$1,355,680	68%	May-15

BUS STOP IMPROVEMENTS

\* Based on earned value



BUS STOP IMPROVEMENTS

**Downtown Novato Bus Stop Improvements- Design**

**\$591,149**

Concept: Improve Operations and Safety of Bus Stop in Downtown Novato

Funding: \$100,000 County of Marin  
 \$100,000 TAM  
 \$391,149 Measure A

Description: In partnership with the City of Novato, GGBHTD and the County of Marin, Marin Transit will complete the design phase to replace the Downtown Novato Bus Stop located on Redwood Blvd.



Status: A site plan has been approved by the City of Novato and the Marin Transit board. Final construction plans are being prepared.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
NH	\$591,149	\$473,507	80%	Feb-16

**Muir Woods Infrastructure Improvements**

**\$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. Preliminary design and site plan work has been completed for upgrades to the boarding location at Pohono. Marin Transit is working 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</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
BW	\$638,000	\$95,271	15%	Dec-16

BUS STOP IMPROVEMENTS

**TECHNOLOGY PROJECTS**

**\$1,098,393**

Concept: District technology projects

Funding: \$300,000 Federal Job Access Funds (JARC)  
 \$384,580 Federal Section 5307  
 \$413,813 Measure A



<u>Projects:</u>		<u>Total Project</u>	<u>Expended in</u>
		<u>Cost</u>	<u>FY2016</u>
AV	Automated Vehicle Location (AVL)	\$40,000	\$0
FB	Fareboxes	\$30,000	\$0
FP	Paratransit Fareboxes	\$121,000	\$0
TB	Mobility Technology Backbone	\$375,000	\$1,750
MD	Mobile Data Terminals	\$12,500	\$0
ME	MERA	\$26,000	\$27,283
RD	Radio Communication Upgrades	\$348,000	\$0
TC	Clipper (Stage & Shuttles)	\$145,893	Complete

Description: Marin Transit projects related to technology for vehicle operations, fare collection, and passenger information

Status: Marin Transit will begin the procurement for paratransit fareboxes in calendar year 2016. The radio communication project will evaluate Marin Transit's current systems and identify future needs. Other technology projects allow for the replacement or repair of equipment as needed during the fiscal year.

**Ongoing Capital Expenses**

Concept: Ongoing capital expenses

Funding: \$0 Measure A

<u>Projects:</u>		<u>Annual Budget</u>	<u>Expended in</u>
			<u>FY2016</u>
GG	Golden Gate Capital Costs	\$150,000	\$31,508
BM	Bus Stop Maintenance	\$100,000	\$0
VR	Major Vehicle Repairs	\$300,000	\$0
IF	Infrastructure Support	\$216,137	\$89,763

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. Infrastructure support includes small capital projects, staff support, and work on partner agency capital projects.

TECHNOLOGY PROJECTS

ONGOING CAPITAL EXPENSES

\* Based on earned value