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November 1, 2021

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

SUBJECT: Marin Transit FY 2020/21 Year End Financial Report

Dear Board Members:

board of directors

kate colin
president
city of san rafael

judy arnold
vice president
supervisor district 5

stephanie moulton-peters
2nd vice president
supervisor district 3

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

dennis rodoni
director
supervisor district 4

brian colbert
alternate
town of san anselmo

RECOMMENDATION: Accept report.

SUMMARY:

The attached report presents Marin County Transit District's (Marin Transit) Year End Financial Report for Fiscal Year 2020/21. The report provides numbers on a full accrual basis, consistent with Generally Accepted Accounting Principles (GAAP). These numbers may be subject to adjustments based on the Fiscal Year 2020/21 audited statements that will be completed in December 2021.

Fiscal Year 2020/21 (July 1, 2020 - June 30, 2021) expenditures for the District's Operations and Capital Programs were \$35.5. Operation expenses were 4% lower than the prior year and 15% below budget. Operation revenues were 4% lower than the prior year and 100% of budget. The District provided six percent more fixed route revenue service hours that the prior year and did not operated yellow bus service. Marin Transit provided 71% of budgeted demand response services.

FY2020/21 was the second year marked by unprecedented disruption in transit service operations and ridership demand due to the COVID-19 pandemic. Fixed route service operated with capacity restraints and ridership grew as the shelter in place restrictions were reduced and the service continued to provide access for essential workers and others dependent on the transit network. Most supplemental school service, Muir Woods service and yellow bus service continued to be suspended. Marin Transit added and re-deployed service, increasing fixed route service to reduce pass-ups on key corridors and routes. Marin Transit continued additional cleaning and safety protocols to help ensure the safety of operators and riders. By the end of the fiscal year, fixed route ridership showed signs of recovery and the Muir Woods shuttle was restarted.

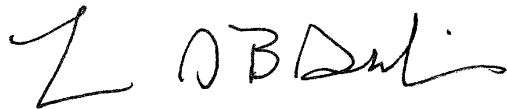
Marin Transit entered this period of disruption and uncertainty in a strong financial position. Recent years of strong economic growth

enabled the District to make decisions to fully fund the District's emergency and contingency reserves, and the 2018 passage of the Measure AA transportation sales tax extension provides long term baseline funding for the District. The District's long term stability is less certain and there are increasing challenges due to the tight labor market. It is increasingly difficult for our contractors to hire and retain frontline staff. This challenge is manifesting in missed service, inability to add service, increased costs to our contractors, and ultimately increased costs for the District as purchased transportation contracts are rebid or renegotiated.

Staff provides regular quarterly financial updates to the Board of Directors to monitor the District's financial position. Federal relief funding and District reserves ensure Marin Transit can continue to provide the needed local transit services in Marin County. Staff is continuing to work to better understand new travel patterns and transit needs, and project future impacts to the District's costs and revenues. The lack of ownership of sufficient parking and maintenance facilities continues to be a critical vulnerability in ensuring long term financial stability. The District purchased the Rush Landing bus parking facility in FY2019/20, and initiated the purchase of a paratransit maintenance facility, in San Rafael in FY2020/21. An additional fixed route maintenance facility and additional vehicle parking are still needed.

FISCAL/STAFFING IMPACT: None associated with this report.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "L Gradia".

Lauren Gradia
Director of Finance and Capital Programs

Attachment A Marin Transit FY2021 Year End Financial Report
Attachment B Marin Transit FY2021 Year End Capital Report
Attachment C Presentation for FY2021 Year End Financial Report

Marin County Transit District

Year End FY 2020/21 Financial Report

Summary

Fiscal Year 2020/21 (July 1, 2020 - June 30, 2021) was the second year marked by disruption in transit service operations and ridership demand due to the COVID-19 pandemic. Fixed route service operated with capacity restraints and ridership grew as the shelter in place restrictions were reduced and the service continued to provide access for essential workers and others dependent on the transit network. Most supplemental school service, Muir Woods service and yellow bus service continued to be suspended. Marin Transit added and re-deployed suspended service, increasing fixed route service to reduce pass-ups on key corridors and routes. Marin Transit continued additional cleaning and safety protocols to help ensure the safety of operators and riders. By the end of the fiscal year, fixed route ridership showed signs of recovery and the Muir Woods shuttle was restarted.

In FY2020/21, expenditures for the District's Operations and Capital Programs were \$35.5 million (table 1). Operation expenses were 4% lower than the prior year and 15% below budget. Operation revenues were 4% lower than the prior year and 100% of budget. The District provided 6% more fixed route revenue service hours and did not operate yellow bus service. Marin Transit provided 71% of budgeted demand response services. Figures 1 and 2 show the District's expenses by type and by program over the past five years.

Table 1: Summary

	FY 2019/20 Actual	FY2020/21 Original Budget	FY 2020/21 Revised Budget	FY 2020/21 Actual	Percent Total Budget Used
<i>Operations</i>	35,725,681	35,124,123	34,328,178	34,368,575	100%
<i>Capital</i>	15,853,562	8,455,992	8,694,494	5,754,427	66%
<i>Facility</i>	124,706	173,808	173,808	171,360	99%
Total Revenue	51,703,949	43,753,923	43,196,480	40,294,362	93%
<i>Operations</i>	31,037,461	35,117,071	34,871,908	29,749,318	85%
<i>Capital</i>	15,858,925	10,523,834	14,487,336	5,685,746	39%
<i>Facility</i>	28,885	90,414	90,414	85,307	94%
Total Expenditures	46,925,271	45,731,319	49,449,658	35,520,371	72%
Net Change in Fund Balance	\$4,778,678	(\$1,977,396)	(\$6,253,178)	\$4,773,991	
<i>Emergency Reserve</i>	5,594,559	5,852,845	5,852,845	5,852,845	
<i>Contingency Reserve</i>	11,189,118	11,705,690	11,705,690	11,705,690	
<i>Capital Reserve</i>	15,229,149	12,476,895	8,201,113	19,228,282	
Fund Balance (total reserve)	\$32,012,826	\$30,035,430	\$25,759,648	\$36,786,817	

The District’s FY2020/21 budget was developed with the assumption that the COVID-19 pandemic was waning, associated travel demand for local fixed route and paratransit return to a slightly modified pre-pandemic state. The District budgeted for the maximum amount of fixed route service feasible within equipment and contract constraints in anticipation of increased pass-ups if passenger demand increased and vehicle capacity restrictions remained in place. While the COVID-19 pandemic continued far longer than expected, fixed route passenger demand did increase as the economy reopened and the District spent 95% of the fixed route budgets (Local and Rural). Paratransit demand did not rebound, demand remained low, and the District spent 66% of the Marin Access budget. Overall, Marin Transit’s annual operations costs were 85% of the budgeted amount (table 1).

Fiscal year 2021/21 fare revenue was 60% less, or \$2.4 million less than pre-COVID levels. Other revenues generated from sales tax (local and state), diesel tax, and property tax did not decline significantly and in most cases increased. For example, property tax revenue grew 5% and preliminary sales tax numbers for FY2020/21 show 12% growth. Marin Transit continued to receive timely and significant federal funding for transit operations which back filled fare revenue losses and allowed the District to provide the increased fixed route services. Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act on March 27, 2020 followed by the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) on December 27, 2020, and the American Rescue Plan Act of 2021, on March 11, 2021. With no required local match, these funding sources provide a 100% federal share to support capital, operating, and other expenses eligible under those programs to prevent, prepare for, and respond to COVID-19. The District expended all remaining funds from the CARES act in FY2020/21 and will expend the CRRSAA funding in FY2021/22 (table 2). The ARP funds are anticipated to be available in FY2021/22 to address upcoming service operations contract increases.

Table 2: Federal Relief Funding

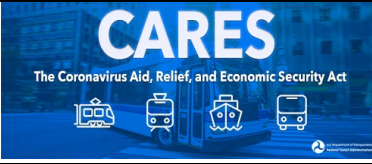

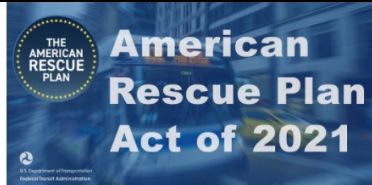
Relief Bill	Marin Transit Allocation	Anticipated Expenditure Year
	\$10.2 million	FY2020, FY2021
	\$4.2 million	FY2022
	\$2.6 - \$6.3 (Phase 2 allocation in progress)	FY2022, FY2023

Figure 1: Marin Transit Expenditures by Type

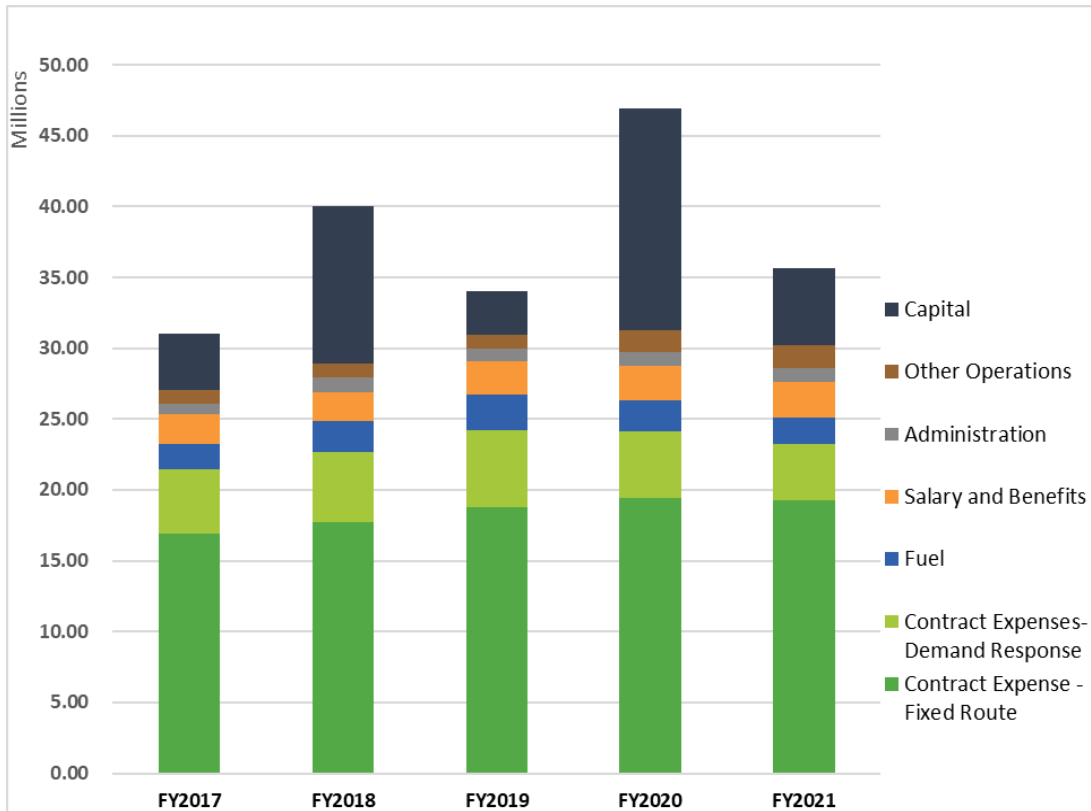
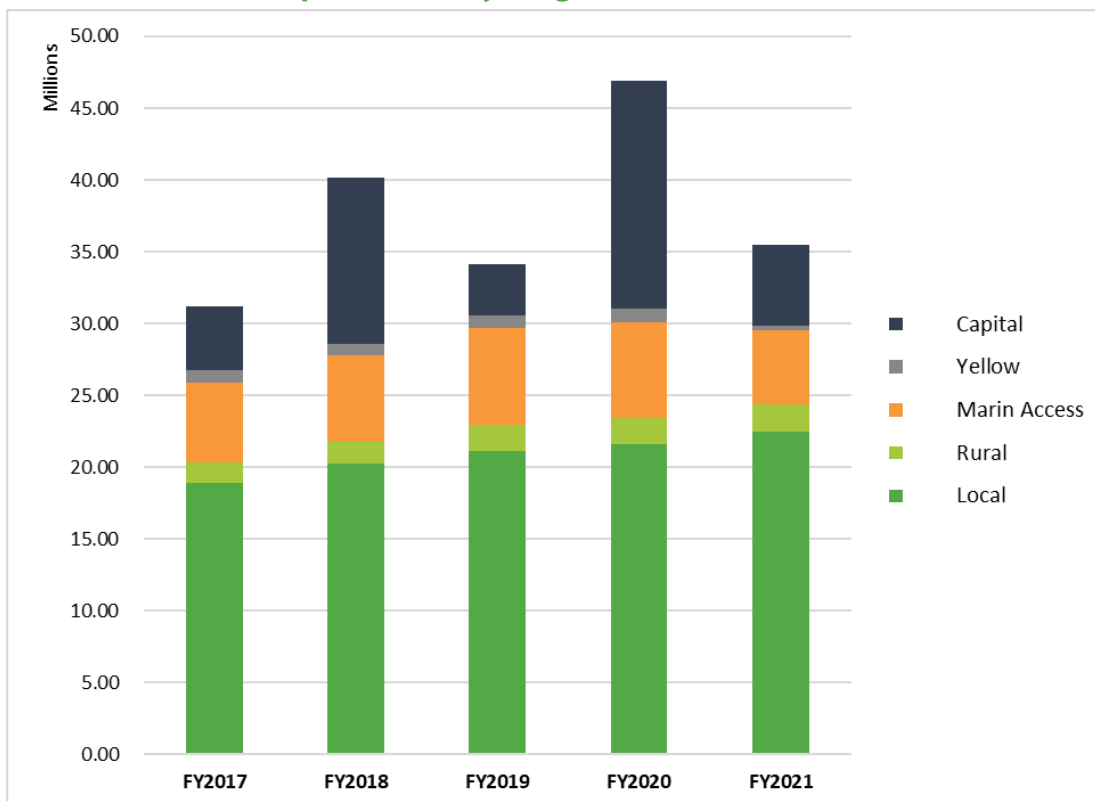


Figure 2: Marin Transit Expenditures by Program



Marin Transit entered this period of disruption and uncertainty in a strong financial position. Recent years of strong economic growth enabled the District to make decisions to fully fund the District's emergency and contingency reserves, and the 2018 passage of the Measure AA transportation sales tax extension provides long term baseline funding for the District. The District's long term financial stability is less certain and there are increasing challenges due to the tight labor market. It is increasingly difficult for our contractors to hire and retain frontline staff. This challenge is manifesting in missed service, difficulty adding service, increased costs to our contractors, and ultimately increased costs for the District as purchased transportation contracts are rebid or renegotiated.

Staff provides regular quarterly financial updates to the Board of Directors to monitor the District's financial position. Federal relief funding and District reserves ensure Marin Transit can continue to provide the needed local transit services in Marin County. Staff is continuing to work to better understand new travel patterns and transit needs, and project future impacts to the District's costs and revenues. The lack of ownership of sufficient parking and maintenance facilities continues to be a critical vulnerability in ensuring long term financial stability. The District purchased the Rush Landing bus parking facility in FY2019/20, and initiated the purchase of a paratransit maintenance facility, in San Rafael in FY2020/21. An additional fixed route maintenance facility and additional vehicle parking are still needed.

District Reserve Balance

Marin Transit's Board-adopted policy designates an Emergency Reserve equivalent to two months of operating expenses and a Contingency Reserve equivalent to an additional two to four months. If the reserve balance exceeds six months of operating expenditures, the policy allows for funding to be placed in a capital reserve. This reserve provides resources for high priority capital projects or grant matching funds. If total reserves exceed six months of operating expenditures over a prolonged period, the policy advises the Board to consider a range of options that include expanding transit service or decreasing fares to provide the optimal level of transit service and benefits to Marin County residents.

In FY2020/21, the District budgeted the expenditure of Capital reserves on the purchase of a maintenance facility. This purchase was not finalized until FY2021/22 and the capital reserves were not expended in FY2020/21. Operational expenses were below budget due to the slow return of demand response service allowing the District to underspend property tax revenues. In FY2020/21, after fully funding the Emergency and Contingency Reserves the District added \$3.9 million to the capital reserve for a total capital reserve of \$19.2 million (table 1).

Operations

For the purposes of this report, the Operations Budget includes all revenues and expenses not directly related to purchasing or maintaining capital infrastructure or maintaining the Rush Landing facility. Table 4 shows actual FY 2020/21 operations revenues and expenses for the year as they compare to the adopted Budget. All Budget adjustments are shown in Attachment 1. Operations revenues and expenses were 4% lower than the prior year.

The Operations expenditures (table 4) enabled Marin Transit to deliver the transit services detailed in table 3. Marin Transit operated 6% more fixed route revenue service hours than the prior year and 24% fewer demand response service hours. Muir Woods Shuttle service continue to be suspended and restarted operations in June 2021. No Ross Valley yellow bus service was operated and supplemental school service began limited operations in the second half of the fiscal year. Marin Transit continue to re-deploy fixed route hours from the suspended services to provide additional service in key corridors. This additional service minimized pass-ups due to capacity limits set under public health orders. Operated service hours on paratransit services were significantly lower than budgeted due to a 70% reduction in demand for services. All contract operators were paid for additional cleaning and equipment needed to improve safety for contractor employees and passengers.

Table 3: Fiscal Year 2020/21 Transit Services

Service	FY 2019/20 Revenue Hours	FY2020/21 Budgeted Revenue Hours	FY 2020/21 Actual Revenue Hours	% of Budget
Regular Local and Trunk Line	107,113	112,524	107,113	95%
Community Shuttles	42,606	43,700	41,712	95%
Supplemental, Local & School	5,766	23,800	22,821	96%
Muir Woods Shuttle	4,477	1,820	166	9%
West Marin Stagecoach Service	15,920	17,450	16,290	93%
Fixed Route Subtotal	175,882	199,294	188,102	94%
Novato Dial-A-Ride	2,114	2,400	890	37%
Rural Dial A Ride	376	400	454	114%
Transit Connect	5,952	8,500	6,993	82%
Local Paratransit Service	44,764	60,400	18,964	31%
Demand Response Subtotal	53,206	75,135	53,206	71%
Regional Paratransit Service	5,953	7,400	2,427	33%
Yellow School Bus Service	6 buses 123 days	6 buses	0 buses	0%
Service	FY 2019/20 Actual Trips	FY 2020/21 Estimated Trips	FY 2020/21 Actual Trips	% of Estimate
Catch A Ride	12,142	14,300	4,379	31%
Volunteer Driver	11,142	14,000	12,840	92%

Notes: 1) Includes College of Marin Service

Table 4: Operations FY 2020/21 Actuals (Admin, Local, Rural & Marin Access)

	FY 2019/20 Actual	FY2020/21 Budget- Revised	FY 2020/21 Actual	Percent Budget Used
Revenue				
Fare Revenue	3,233,295	3,157,591	1,654,777	52%
Advertising & Other Revenue	395,462	420,240	367,408	87%
Reimbursements (GGBHTD)	1,897,214	2,074,256	1,267,335	61%
Interest	353,735	200,700	125,928	63%
Measure A	1,699,572	727,065	1,106,168	152%
Measure A Interest	85,000	0	0	-
Measure AA	11,212,364	11,995,237	9,159,204	76%
Measure B	956,701	1,075,000	910,679	85%
Property Taxes	4,755,734	4,471,001	4,975,162	111%
Development Fees	54,204	45,500	56,556	124%
State Transit Assistance (STA)	2,047,902	1,498,871	1,680,205	112%
Transit Development Act (TDA)	5,225,171	3,817,097	3,817,097	100%
Other State	18,958	16,300	32,769	201%
FTA Funds	3,475,476	5,713,288	9,207,534	161%
National Park Service	370,399	16,033	14,331	89%
Transfers to Capital Budget	(55,505)	(900,000)	(6,578)	-
Total Revenue	35,725,682	34,328,179	34,368,575	100%
Expenses				
Salaries and Benefits	2,470,182	2,675,000	2,478,182	93%
Professional Service	293,581	660,508	315,250	48%
Security and Maintenance	261,864	312,130	220,559	71%
Customer Service	637,447	659,555	681,567	103%
Mobility Management Programs	9,812	72,000	0	0%
Grants to External Agencies	435,485	435,485	232,085	53%
Office Supplies	289,124	364,618	330,566	91%
COVID Supplies and Cleaning	70,168	375,076	219,261	58%
General Insurance	47,662	63,000	63,052	100%
Contract Service Operation	24,172,094	26,050,929	23,220,992	89%
Membership & Prof Development	22,955	52,318	34,694	66%
Mileage and Travel	16,015	25,000	413	2%
Marketing	126,142	199,042	96,232	48%
Communication	158,029	228,670	188,554	82%
Fuel	2,111,976	2,967,168	1,891,121	64%
Vehicle and Parking Leases	19,019	25,472	0	0%
Office - Rental and Overhead	137,817	142,000	140,532	99%
Partner Agency Pass Through	85,000	0	0	-
Transfers to Capital Budget	(326,912)	(436,063)	(363,742)	83%
Total Expenses	31,037,460	34,871,908	29,749,318	85%
Net Revenue Over Expenditures	4,097,801	(543,729)	4,619,257	

Revenues

Marin Transit operations revenues were \$34.4 million in FY 2020/21. This represents a decrease of \$1.4 million (-4%) from the prior year (Table 3). The District continued to have a diverse set of revenue (figure 3 and figure 4), but for the second year the composition changed due to increased federal funds for operations from the CARES Act (figure 3). Measure AA Local Sales Tax continues the largest single source of funding, and the District claimed \$10.2 million in Measure AA revenues for operations. The District claims Measure AA funds on a reimbursement basis based on the District’s expenditures. Sales tax based revenue has continued to grow throughout the COVID-19 pandemic and property tax revenue grew five percent compared to the prior year.

Figure 3: Marin Transit Operations Revenues by Type

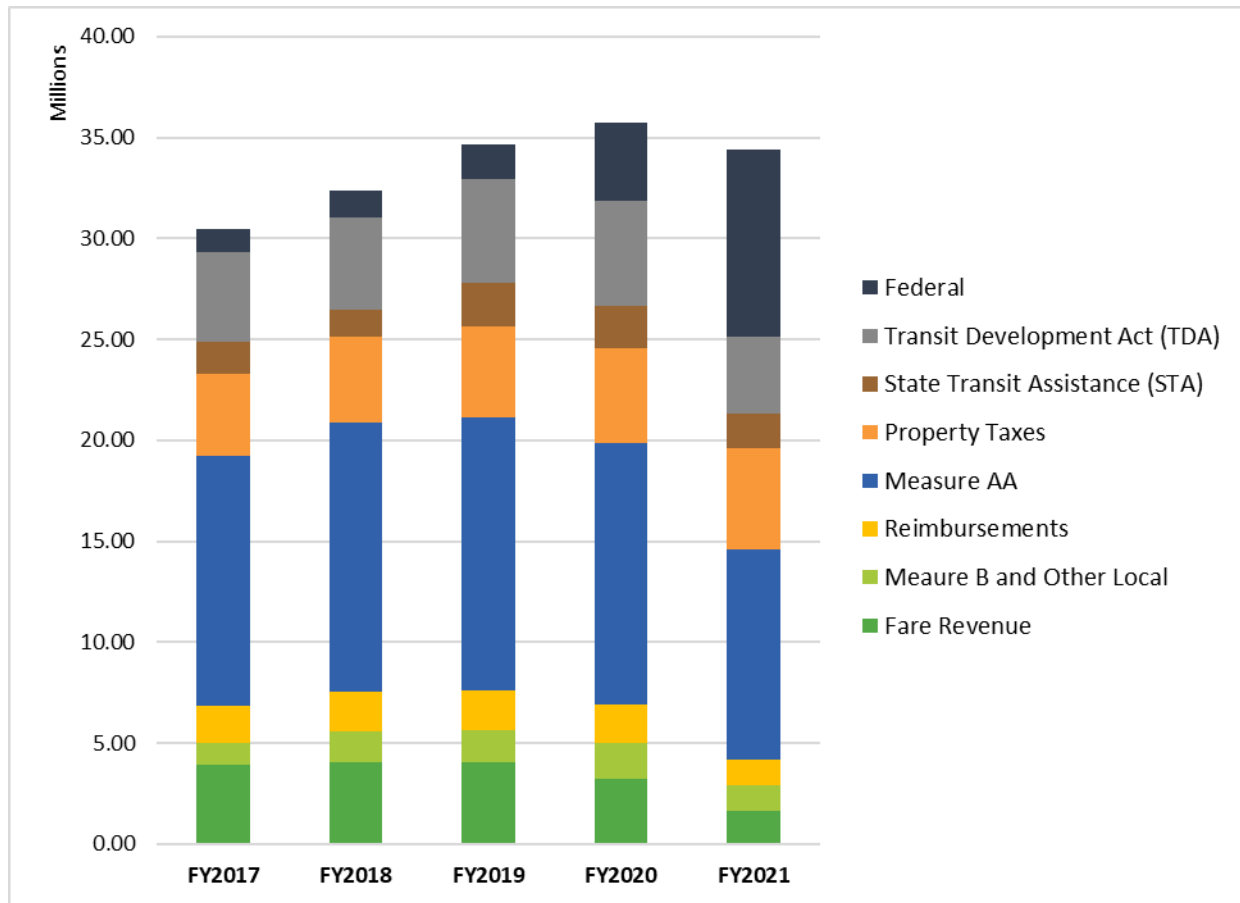
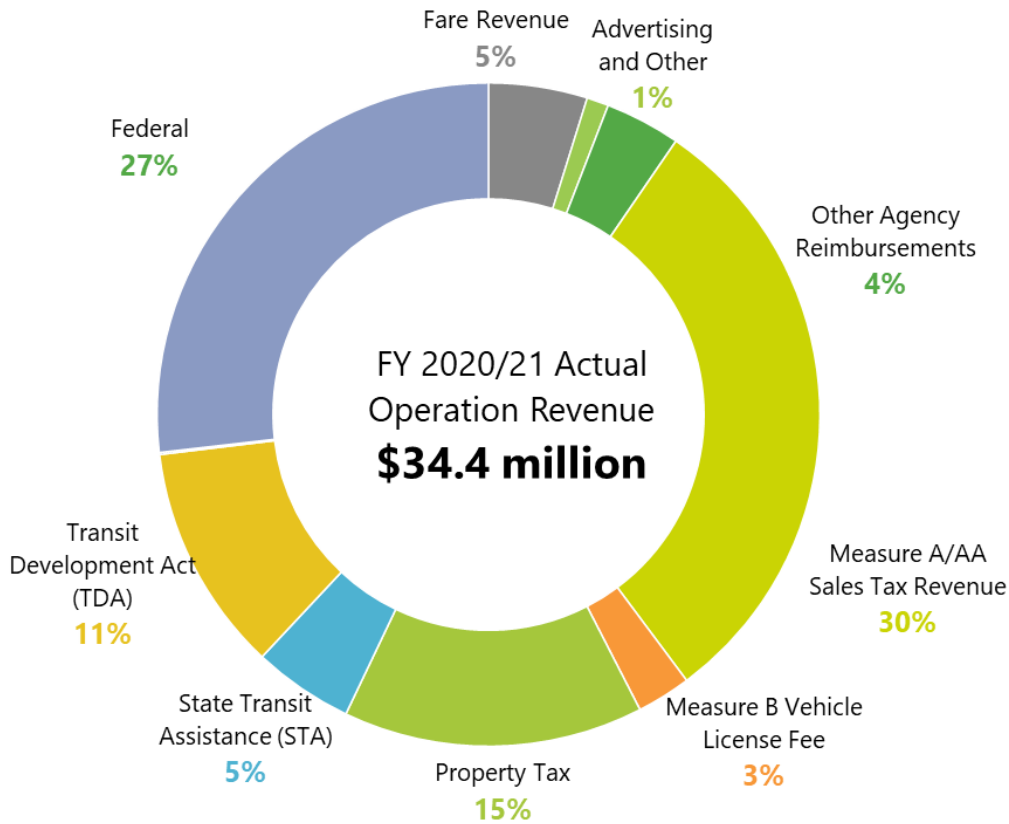


Figure 4: Operations Revenue Sources for FY 2020/21



Revenue variances of more than \$100,000 are shown in table 5. Fare revenue declined another 49%, after a 20% decline the prior year. The drop in fare revenue is primarily due to the pandemic’s effect on ridership and the suspension of services, but Marin Transit also reduced monthly bus pass prices by 50% .

Property tax revenues increased, reflecting the continued strong performance of the Marin County real estate market. While underlying sales tax revenues increased, Marin Transit’s expenditure of Measure A/AA funds for operations declined due to lower expenses and to increased availability of Federal funds for operations. Unspent funds will be available for expenditure in future years.

State Transit Assistance and Transportation Development Act allocation were significantly lower than the prior year. These allocations were made based on projected revenue declines and TDA funds were more resilient than anticipated and significant revenue carryforward is available for expenditure in FY2021/22.

FTA funds for operations were at a historical high due to the expenditure of federal relief funds.

Table 5: Operations Revenue Variances >\$100,000 over Prior Year

Revenue Category	FY 2020/21 Actual	Variance from Prior Year		Notes
		Amount (\$)	%	
Fare Revenue	\$1,654,777	(\$1,578,518)	-49%	Reduced ridership due to the pandemic, suspended service and reduce fare prices
Reimbursements (GGBHTD)	\$1,267,335	(\$629,879)	-33%	Reduced costs for regional and local paratransit service
Interest	\$125,928	(\$227,807)	-64%	Decline in interest rates
Measure A/AA	\$10,265,372	(\$2,731,564)	-58%	Reduced reliance on Local Sales Tax revenue
Property Tax	\$4,975,162	\$219,428	5%	Continued strong growth of Marin County property tax revenues
State Transit Assistance	\$1,680,205	(\$367,697)	-18%	Revenue generation was down due to pandemic
Transportation Development Act	\$3,817,097	(\$1,408,074)	-27%	Revenue allocation based on projected revenue decline; actual revenue did not decline
FTA	\$9,207,534	\$5,732,058	165%	Expenditure of one-time federal CARES act funding on transit operations
National Park Service	\$14,331	(\$356,068)	-4%	Muir Woods Shuttle was suspended for 11 months in FY2020/21

Table 6: Operations Expense Variances >\$100,000 from Prior Year

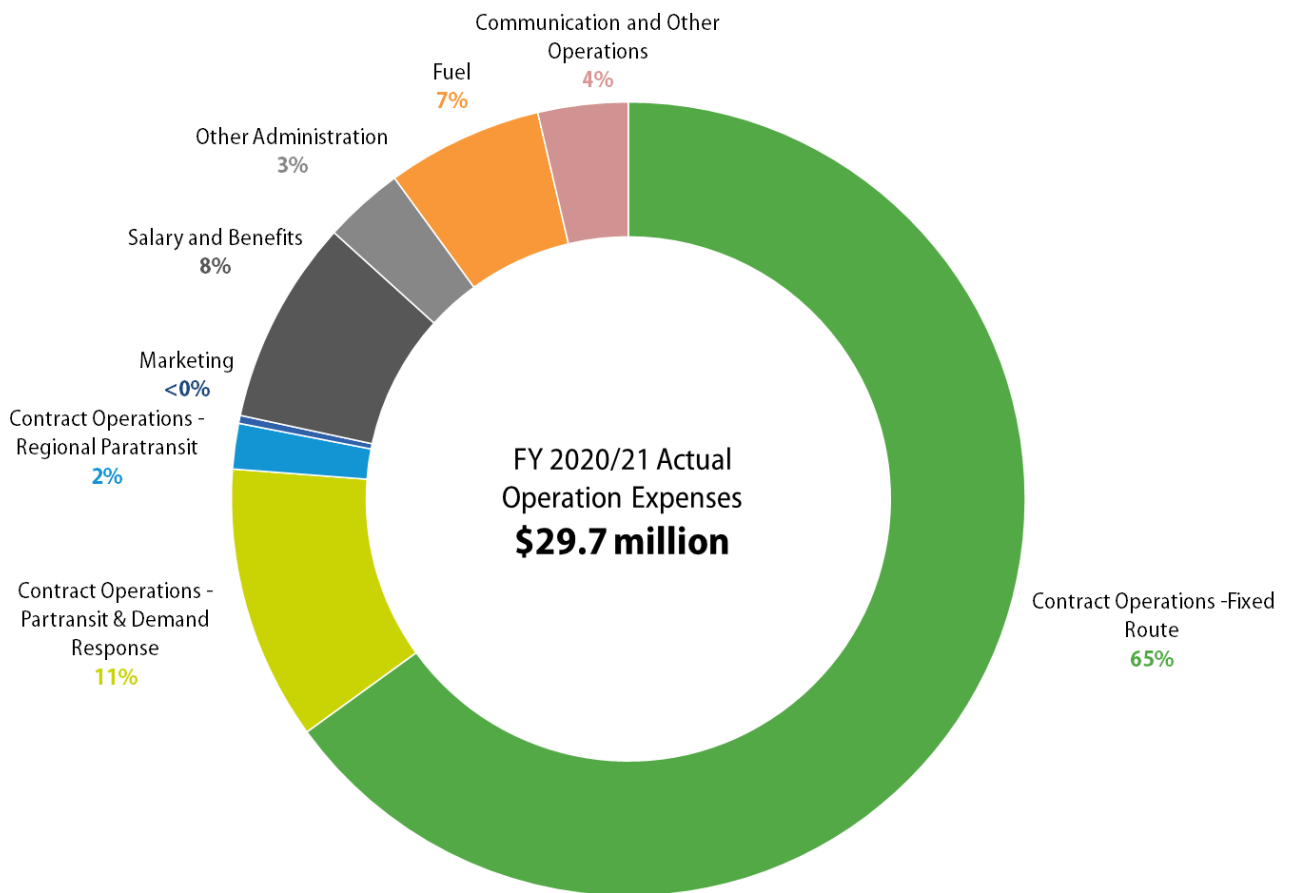
Expense Category	FY 2020/21 Actual	Variance from Prior Year		Notes
		Amount (\$)	%	
Grants to External Agencies	\$232,085	(\$203,400)	-47%	Drop in yellow bus grants due to service suspensions
COVID Supplies and Cleaning	\$219,261	\$149,093	212%	Increase in supplies and cleaning costs due to COVID precautions.
Contract Service Operation	\$23,220,992	(\$951,102)	-4%	Drop in demand response services
Fuel	\$1,891,121	(\$220,855)	-10%	Drop in demand response services and drop in fuel prices.

Expenses

Marin Transit’s FY 2020/21 operations expenses of \$29.7 million (table 4) were 4% lower than in FY2020/21 and 15% below the budget. Expense variations greater than \$100,000 from the prior year are shown in Table 6. Contract service operations expenses (purchased transportation) continued to be 78% of total operations costs (figure 5, 65% Fixed Route, 11% Local Paratransit, and 2% Regional Paratransit Operations). Contract operations cost were 11% below budget and 4% below the prior year (table 6). Covid related cleaning and supplies was the only cost component to increase more than \$100,000 over the prior year (table 6).

The program area budgets provide a more detailed discussion of expenses.

Figure 5: Systemwide Operations Expense Categories for FY2020/21



Marin Transit accounts for expenses by program area: Administration, Local Fixed Route, Rural Service, Marin Access Service and Yellow Bus Service. Financial highlights from each program area are summarized below.

Administration

The Administration budget includes revenues and expenses shared by all program areas. These items are budgeted and recorded in Administration, and expenses are allocated to the program budgets based on a program's resource usage (i.e., billed staff time). This enables Marin Transit to track administrative costs and identify the full cost of programs.

District Administrative revenues is primarily comprised of property tax revenue. Property tax revenue increased 5% from the prior year continued to show strong growth

Marin Transit's Administrative expenses include staff salaries, benefits, and associated office space. Administrative costs were 12% under budget and increased 1% from the prior year. The District had two vacant positions at the end of the fiscal year due to employee departures. Based on payroll hours, Marin Transit employed 15.6 FTEs and ended FY2020/21 with 14 regular employee FTE's and two vacant full time positions and vacant part time positions. All regular employees working a minimum of 20 hours a week receive contributions to a Governmental 401(a) single employer defined contribution pension plan (the Plan). District contributions are based on years of service and are posted into individual employee accounts under the Plan. A report of contributions, total balances, and investment returns is provided in Attachment 2. Marin Transit's closed defined benefit plan for employees hired under prior employment models was funded by agreements with CalPERS and Marin County in FY2020/21. The District paid \$10,333 in administrative fees for the plan.

Table 7: Marin Transit Staffing Full Time Equivalent (FTEs)

	FY 2019/20	FY 2020/21
Budget	16.4	16.4
Actual	15.3	15.6

Notes:

1) Stated in Full Time Equivalent (FTE's)

Software expenses over budget and increased due to usage of new software, including contract management software, and additional licenses needed for the remote work environment. For the second year, insurance expenses increased 32% which was significant but close to the budgeted amount. All other administrative expenses were at or below the budgeted level.

Table 8: Administration FY 2020/21 Actuals

		FY2019/20 Actual	FY2020/21 Budget Original	FY2020/21 Budget Revised	FY2020/21 Actual	Percent Budget Used
Revenue						
4070400	Interest	353,735	200,700	200,700	125,928	63%
4079950	Development Fees	22,103	20,500	20,500	23,894	117%
4079954	Residual ABX 126	32,101	25,000	25,000	32,662	131%
4080101	PropTax-CurrntSecured	4,143,282	4,200,000	4,200,000	4,366,859	104%
4080102	County Fee-Admin Basic Tax	-55,828	-66,499	-66,499	-62,492	94%
4080103	Property Tax-Unitary	38,244	39,000	39,000	39,531	101%
4080104	PropTax-CurrntUnSecur	86,244	80,000	80,000	82,857	104%
4080105	Educ Rev Augm Fund-Redist	441,482	120,000	120,000	451,508	376%
4080106	PropTax-Supp CY SECR	92,303	90,000	90,000	89,757	100%
4080107	PropTax-Supp Unsecured	3,583	1,000	1,000	1,711	171%
4080108	PropTax-Redemption	3,291	2,000	2,000	2,952	148%
4080109	PropTax-Prior Unsecured	3,133	5,500	5,500	2,480	45%
4119940	Other	393	450	450	371	82%
Subtotal Revenue		5,164,066	4,717,651	4,717,651	5,158,018	109%
4700001	Property Tax Transfer	(467,196)	(3,495,075)	(3,495,075)	(271,548)	8%
Net Revenue		4,696,870	1,222,576	1,222,576	4,886,470	400%
Expense						
5010200	Salaries	1,586,784	1,710,720	1,710,720	1,526,167	89%
5030301	Benefits	883,398	964,280	964,280	952,015	99%
5030301	Consultant Services	119,809	200,000	200,000	86,368	43%
5030304	Prof Services – Legal	25,385	100,000	100,000	15,999	NA
5030305	Prof Svcs - Audit	28,535	35,898	35,898	35,898	100%
5049901	Office Supplies	7,784	13,000	13,000	3,035	23%
5049902	Small Furn/Equip	2,123	10,000	10,000	10,193	102%
5049903	Software Maintenance	69,213	65,000	65,000	90,751	140%
5049904	Copier Suppl & Srvc	8,784	9,725	9,725	8,286	85%
5049905	Postage	2,349	3,278	3,278	1,062	32%
5049906	Computers	10,065	21,500	21,500	9,282	43%
5049911	COVID -Supplies and Cleaning	3,057	0	0	561	NA
5050201	Communication - Phone	28,111	32,500	32,500	32,009	98%
5060301	Insurance - Gen Liability	47,662	63,000	63,000	63,052	100%
5090101	Memberships & Prof Dev.	22,955	52,318	52,318	34,694	66%
5090202	Mileage and Travel	16,015	25,000	25,000	413	2%
5090801	Marketing	12,747	13,506	13,506	2,068	15%
5121200	Office Rental	137,817	142,000	142,000	140,532	99%
Subtotal Expense		3,012,593	3,461,725	3,461,725	3,012,385	87%
5100100	Salary/Benefit Transfers	(2,345,658)	(2,497,265)	(2,497,265)	(2,330,228)	93%
5100101	Transfer Overhead	(658,288)	(629,039)	(629,039)	(419,907)	67%
Net Expense		8,647	335,421	335,421	262,250	78%

Local Service

The Local Service budget (table 9) includes all revenues and expenses related to the provision of fixed route service and general purpose dial-a-ride (excluding rural services). Local service includes the regular trunk line routes, Community Shuttles, supplemental school service, general purpose on-demand services, and the Muir Woods Shuttle service.

The Shelter In Place order required limited capacities on vehicles. As ridership started to return, some passengers were passed-up on core routes. To minimize pass-ups, Marin Transit used the supplemental school service hours, Muir Woods shuttle hours and added additional hours to provide additional service in key corridors. As a result, 6% more service was operated than FY2019/20 (figure 6) while unlinked passenger trips declined 43% in (figure 7). The District's annual performance report provides more analysis of ridership trends.

Total expenses for local service increased 2.4 percent over the previous fiscal year compared to a 6% increase the prior year (table 9). Local service costs 95% of budget primarily due to lower fuel prices.

Local Service is primarily funded with State Transit Assistance (STA), Transportation Development Act (TDA), local Measure A/AA sales tax, and fare revenue. Fare revenue was about 50% of pre-COVID fares, the District received federal relief funding to back fill all losses Marin Transit expended \$6.76 million in Coronavirus Aid, Relief and Economic Security (CARES) Act funding on local service in FY2020/21.

Marin Transit had no discretionary grant funds for local service in FY 2020/21.

Figure 6: Local Unlinked Passenger Trips by Program

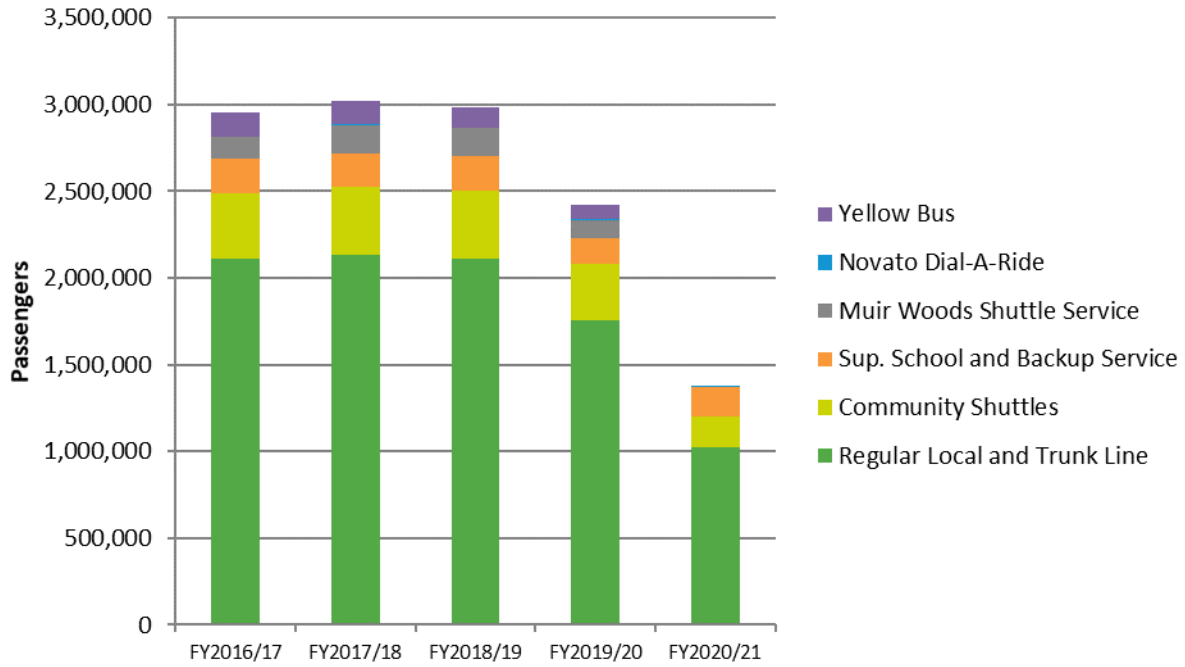


Figure 7: Local Revenue Service Hours by Program

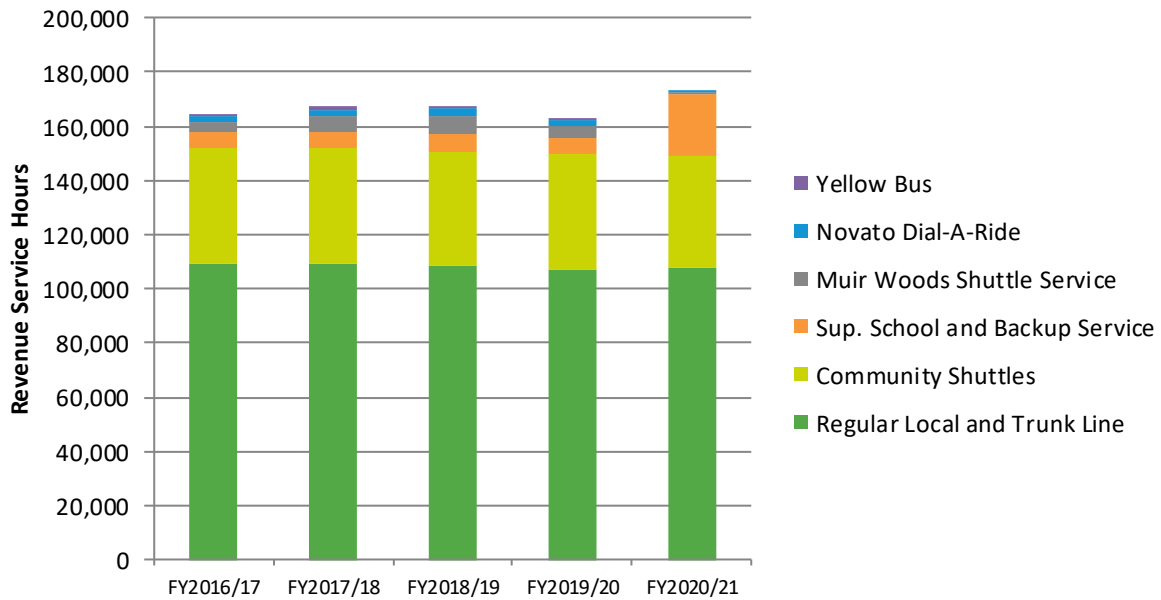


Table 9: Local Service FY 2020/21 Actuals

		FY2019/20 Actual	FY2020/21 Budget Original	FY2020/21 Budget Revised	FY2020/21 Actual	Percent Budget Used
Revenue						
4020000	Special Fares - Pd by Anthr Agcy	510,430	646,250	373,010	198,763	53%
4060301	Advertising Revenue	237,238	265,740	265,740	201,573	76%
4070301	Lease of Property	158,224	154,500	154,500	165,835	107%
4090101	Local Government Revenue	30,000	0	0	0	-
4092001	Measure A Sales Tax	1,699,572	565,432	565,432	944,535	167%
4092003	Measure A Sales tax - Interest	85,000	0	0	0	-
4092005	Measure AA - Sales Tax	7,703,546	8,899,994	8,899,994	6,979,897	78%
4110102	Transportation Development Act	5,225,171	3,817,097	3,817,097	3,817,097	100%
4110101	State Transit Assistance -Pop	944,383	607,097	607,097	766,220	126%
4110103	State Transit Assistance - Lifeline	391,151	0	0	0	-
4110105	State Transit Assistance -Rev.	650,000	831,774	831,774	853,985	103%
4119904	State - SREC Credits	0	0	0	14,010	N/A
4119910	Fed-FTA 5307 Formula	0	70,520	70,520	70,520	100%
4139914	Fed- FTA 5307 CARES	1,500,608	3,000,000	3,000,000	6,760,570	N/A
4139951	National Park Service	370,245	538,588	15,883	14,177	89%
4140100	Fare Revenue	1,964,027	1,786,534	1,786,534	1,270,458	71%
Subtotal Revenue		21,469,595	21,183,526	20,387,581	22,057,640	108%
4700001	Property Tax Transfer	39,176	1,500,000	1,500,000	6,045	0%
4700002	Program Revenue Transfer	66,604	80,000	80,000	33,412	42%
Total Revenue		21,575,375	22,763,526	21,967,581	22,097,097	101%
Expense						
5030301	Consultant Services	45,392	210,000	210,000	97,336	46%
5030310	Fare Processing Charges	14,523	17,510	17,510	14,679	84%
5030320	Customer Service	310,030	330,000	330,000	352,011	107%
5030602	Custodial Service	12,133	22,613	22,613	58	0%
5030701	Security Services	248,254	287,560	287,560	220,501	77%
5040101	Fuel	1,405,450	1,852,562	1,983,935	1,451,828	73%
5040160	Electrical Power	28,906	60,000	60,000	40,695	68%
5049902	Small Furniture/Equip	3,983	5,000	5,000	1,586	32%
5049903	Software	38,311	42,000	42,000	38,188	91%
5049911	COVID-Supplies and Cleaning	45,828	300,000	300,000	173,290	58%
5050200	Communication	59,692	114,740	114,740	108,810	95%
5080101	Purchased Transportation	17,191,268	18,315,607	17,770,564	17,718,445	100%
5090801	Marketing	72,320	98,403	98,403	60,226	61%
5100404	Expense Transfer - GGT Wave	85,000	0	0	0	N/A
Subtotal Expense		19,561,090	21,655,995	21,242,325	20,277,653	95%
5100100	Salary/Benefit Transfers	1,587,426	1,589,698	1,589,698	1,541,638	97%
5100101	Overhead Transfer	426,859	422,368	422,368	277,803	66%
Total Expense		21,575,375	23,668,061	23,254,391	22,097,094	95%

Rural Service

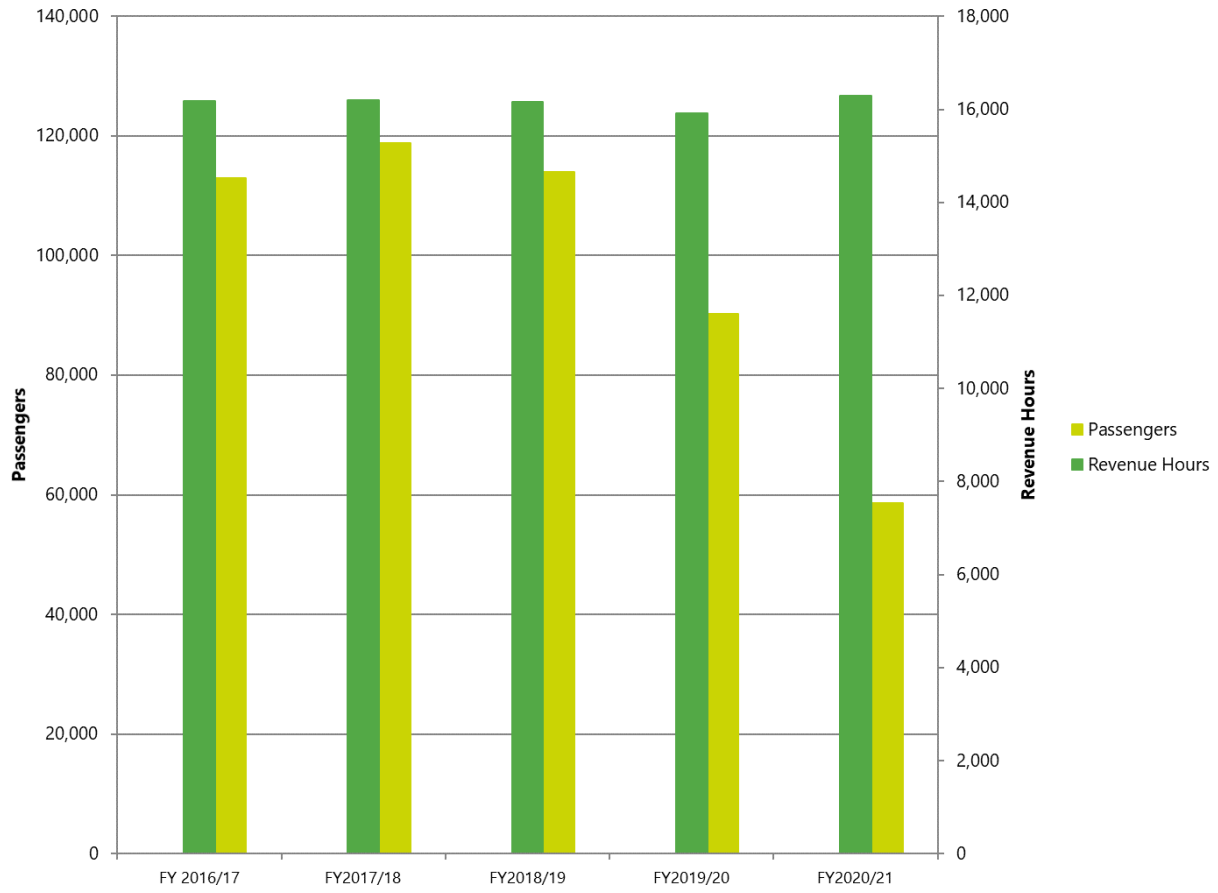
Rural Service is operated as the West Marin Stagecoach Service and includes the Northern Route 68, the Southern Route 61, and limited service to Tomales on the Dillon Beach/Tomales Dial-A-Ride (formerly Route 65). All Rural revenues and expenses are shown in Table 10. Actual costs and revenues were close to budgeted amounts. Marin Transit has continued to operate rural services throughout the COVID-19 pandemic to provide lifeline services to rural communities. However, the pandemic significantly impacted ridership. Passenger trips were 49% below, and fare revenue was 52% below pre-pandemic levels (FY2018/19)

The District expended \$800,000 in Federal 5311 CARES Act funding to offset the losses in fares and sales tax revenues.

Table 10: Rural Service FY 2020/21 Actuals

		FY2019/20 Actual	FY2020/21 Budget Original	FY2020/21 Budget Revised	FY2020/21 Actual	Percent Budget Used
Revenue						
4092001	Measure A Sales Tax	0	27,059	27,059	27,059	100%
409005	Measure AA Sales Tax	900,000	564,320	564,320	564,320	100%
4139920	Fed-FTA 5311 Rural	231,638	220,302	220,302	228,695	104%
4139923	Fed-FTA 5311 CARES	239,772	109,772	109,772	800,000	729%
4140100	Fare Revenue	81,649	81,423	81,423	52,419	64%
Subtotal Revenue		1,453,059	1,002,876	1,002,876	1,672,493	167%
4700001	Property Tax Transfer	362,105	995,407	995,407	258,925	26%
Total Revenue		1,815,164	1,998,283	1,998,283	1,931,418	97%
Expense						
5030301	Consultant Services	4,472	15,450	15,450	8,090	52%
5040101	Fuel	199,554	241,500	256,962	158,951	62%
5049902	Equipment	132	5,000	5,000	1,642	33%
5049911	COVID-Suppls and Cleaning	0	0	0	5,014	-
5050205	Communication-AVL	13,756	17,652	17,652	12,887	73%
5050206	Communication-Data	831	1,093	1,093	697	64%
5080101	Purchased Transportation	1,457,241	1,535,051	1,688,096	1,624,308	96%
5090801	Marketing	8,073	34,132	34,132	6,197	18%
Subtotal Expense		1,684,059	1,849,878	2,018,385	1,817,786	90%
5100100	Salary/Benefit Transfers	103,321	109,503	109,503	96,282	88%
5100101	Transfer Overhead	27,783	32,205	32,205	17,350	54%
Total Expense		1,815,163	1,991,586	2,160,093	1,931,418	89%

Figure 8: Rural Stagecoach Revenue Hours and Unlinked Passenger Trips



Marin Access (Paratransit and Mobility Management)

The Marin Access FY2020/21 actuals (table 11) include revenues and expenses for Paratransit Services for Local and Regional trips (Intra- and Inter-county) and Marin Transit's mobility management programs for the County's older adults, persons with disabilities, and low-income residents.

The COVID-19 pandemic reduced paratransit demand more significantly than fixed route service and the demand has return more slowly. Ridership was 60% percent lower than the prior year (Figure 9). The demand response purchased transportation contract has fixed and variable price components. The variable rate is based on the number of revenue hours operated and with lower demand this contract payment decreases. With the availability of federal relief funds, Marin Transit was able to amend the demand response contract to include a tier pricing structure to ensure the contractor was adequately compensated as demand changed and paid for additional cleaning and other new costs for operating during the pandemic.

With fewer revenue hours operated (figure 10), Marin Transit's overall expenses declined 21% from the prior year and were 66% of budget (table 11), but the cost per trip increased significantly due to the fix costs. Marin Transit had budgeted for the return of paratransit demand so contract operations costs were 65% of the budgeted amount, and fuel expenses were 36% of the budgeted amount (table 11). Even with the savings, the low passenger levels resulted in Marin Access blended cost per trip almost doubling from \$50 per trip in FY2019/20 to \$97 in FY2020/21. Pre-Covid, the cost per trip was closer to \$40.

Measure AA sales tax is the largest single funding source for Marin Access. Marin Transit expended \$1.4 million of Measure AA Category 4.3 funds to deliver mobility services for seniors and people with disabilities. Marin Transit receives Measure B funds from the County vehicle license fee to fund special mobility programs and staff. Marin Transit also pays for Marin Access programs with property tax, federal Americans with Disabilities Act (ADA) set-aside Section 5307 funds, and additional grant funding. Fare revenue was 41% lower than the prior year, and the District claimed \$559,614 in FTA Section 5307 CARES Act funding. GGBHTD reimburses all direct costs for providing regional paratransit and provides funding for about 24% of local paratransit based on their relative share of local fixed route trips.

Marin Transit expended the following discretionary grant funds for Marin Access service in FY 2020/21:

FY 2020/21 Expenditure	Total Grant Award	Program	Source
\$90,561	\$162,800	Mobility Management	FTA Section 5310 discretionary

Figure 9: Marin Access Ridership

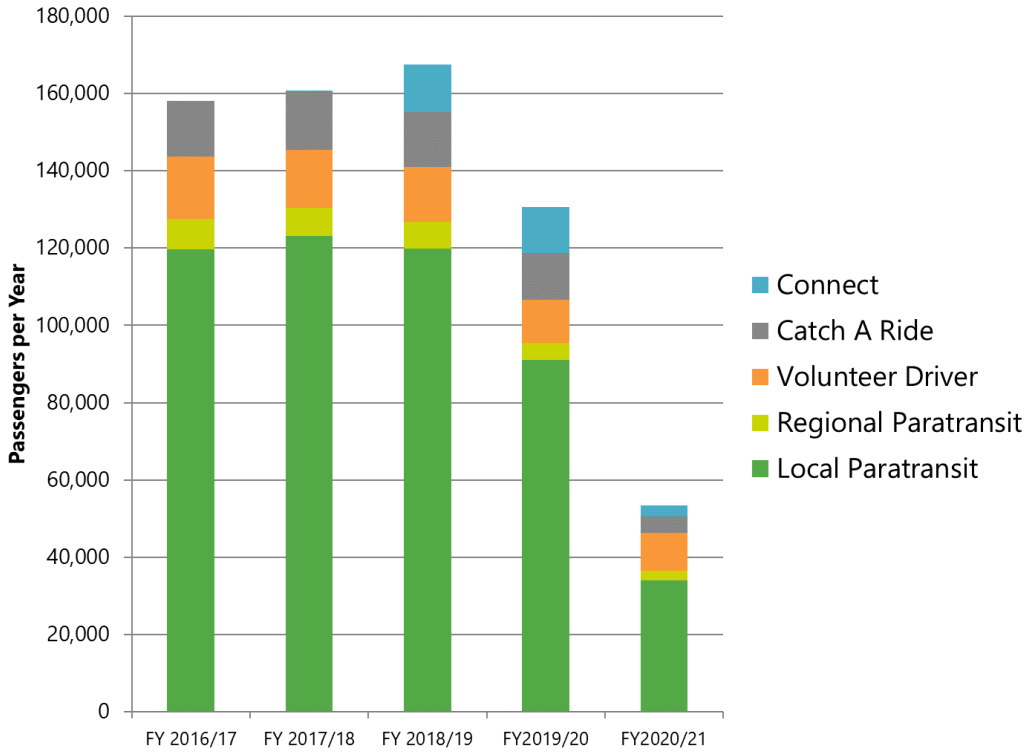


Figure 10: Marin Access Revenue Hours

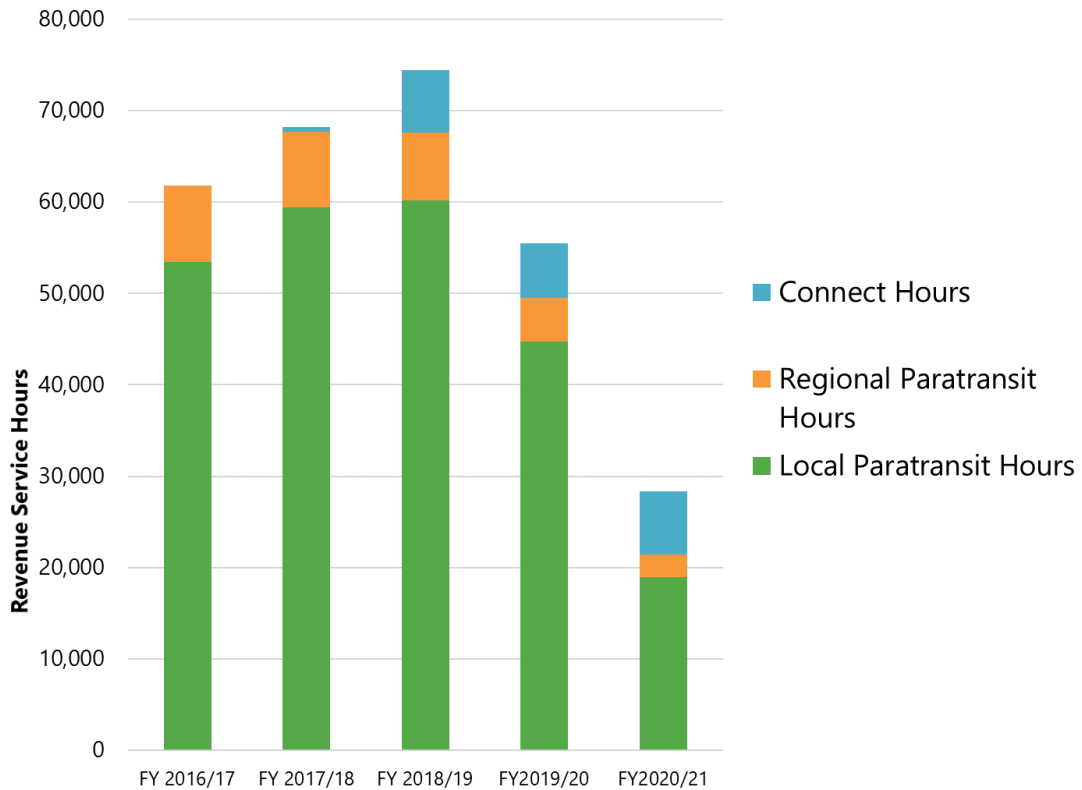


Table 11: Marin Access FY 2020/21 Actuals

		FY2019/20 Actual	FY2020/21 Budget Original	FY2020/21 Budget Revised	FY2020/21 Actual	Percent Budget Used
Revenue						
4092001	Measure A Sales Tax	0	134,574	134,574	134,574	100%
4092005	Measure AA Sales Tax	2,137,479	1,930,923	1,930,923	1,353,396	70%
4099950	Measure B	956,701	1,075,000	1,075,000	910,679	85%
4110101	State Transit Assistance	62,368	60,000	60,000	60,000	100%
4119910	State Prop Tx Relief HOPTR	18,719	16,000	16,000	18,541	116%
4139910	Fed-FTA 5307 Urbanized Area For	687,028	697,574	697,574	697,574	100%
4139915	Fed-FTA 5307 CARES Act	315,743	1,500,000	1,500,000	559,614	N/A
4139941	Fed-FTA 5310 Mobility	500,687	115,120	115,120	90,561	79%
4140100	Fare Revenue	224,988	342,960	342,960	133,137	39%
4601003	GGBHTD – Local Paratransit Payment	1,036,216	1,148,187	1,148,187	693,171	60%
4601004	GGBHTD – Regional Paratransit	738,501	819,586	819,586	574,164	70%
Subtotal Revenue		6,678,430	7,839,924	7,839,924	5,225,411	67%
4700001	Property Tax Transfer	1,561	80,000	80,000	0	-
4700002	Program Revenue Transfer	-66,604	-80,000	-80,000	-33,412	42%
Total Revenue		6,613,387	7,839,924	7,839,924	5,191,999	66%
Expense						
5030301	Consultant Services	36,094	63,000	63,000	52,189	83%
5030310	Fare Processing Charges	586	0	0	61	N/A
5030320	Customer Service	327,417	329,555	329,555	329,556	100%
5040101	Fuel	478,066	666,271	666,271	239,647	36%
5049902	Small Furn/Equip	431	5,000	5,000	0	N/A
5049903	Software	145,414	183,315	183,315	166,425	91%
5049911	COVID- Supplies and Cleaning	21,283	75,076	75,076	40,395	54%
5050204	Communication-MERA Radio	20,291	21,598	21,598	20,204	94%
5050206	Communication-Data	15,587	15,450	15,450	13,948	90%
5080101	Purchased Transportation	4,457,843	5,144,938	5,144,938	3,327,108	65%
5080102	Purchased Transportation - Regional	639,654	785,074	785,074	551,131	70%
5090801	Marketing	32,809	50,000	50,000	27,738	55%
5098001	Misc-Exp Transit User Training	7,242	12,000	12,000	0	0%
5098002	Gap Grant	2,570	60,000	60,000	0	0%
Subtotal		6,185,287	7,411,277	7,411,277	4,768,402	64%
5100100	Salary/Benefit Transfers	337,378	312,866	312,866	358,919	115%
5100101	Transfer Overhead	90,721	92,015	92,015	64,677	70%
Total Expense		6,613,386	7,816,158	7,816,158	5,191,998	66%

Yellow Bus Service

The Yellow Bus Service budget (table 12) includes full operation of yellow bus service for the Ross Valley School District, oversight of yellow bus operations for the Reed Union and Mill Valley school districts and administration of a Measure AA yellow bus grant program.

The Ross Valley School District yellow bus program did not operate in FY2020/21 since schools were primarily held remotely for the school year. The primary expenses for yellow bus for FY2020/21 were for the Measure AA grant program to school districts that began in person learning and re-started yellow bus service. Other expenses were related to maintaining the program website, communication and assets during the suspension.

Table 12: Yellow Bus Service FY 2020/21 Actuals

		FY2019/20 Actual	FY2020/21 Budget Original	FY2020/21 Budget Revised	FY2020/21 Actual	Percent Budget Used
Revenue						
4030000	Fares - Paid by Another Agency	151,010	151,000	151,000	0	0%
4090101	Fee For Service	92,497	106,483	106,483	0	0%
4092005	Measure AA Sales Tax	471,339	600,000	600,000	261,591	44%
4140105	Fare Revenue - Yellow Bus	301,192	422,665	422,665	0	0%
Subtotal Revenue		1,016,038	1,280,148	1,280,148	261,591	20%
4700001	Property Tax Transfer	8,849	19,668	19,668	0	0%
Total Revenue		1,024,887	1,299,816	1,299,816	261,591	20%
Expense						
5030301	Consultant Services	5,595	0	0	3,600	-
5030310	Fare Processing Charges	13,330	18,650	18,650	1,029	6%
5030602	Custodial Service	1,337	1,957	1,957	0	0%
5049903	Equipment	136	1,800	1,800	0	0%
5049903	Software	400	0	0	118	-
5050205	Communication-AVL	11,550	15,852	15,852	0	0%
5050206	Communication-Data	8,210	9,785	9,785	0	0%
5080103	Yellow Bus School Service	426,087	662,256	662,256	0	0%
5090801	Marketing	193	3,000	3,000	0	0%
5098008	Measure AA Ylw Bus Grants	435,485	435,485	435,485	232,085	53%
5120401	Leases and Rentals	19,019	25,472	25,472	0	0%
Subtotal Expense		921,342	1,174,257	1,174,257	236,832	20%
5100100	Salary/Benefit Transfers	81,603	101,681	101,681	25,184	25%
5100101	Transfer Overhead	21,943	29,905	29,905	4,538	15%
Total Expenses		1,024,888	1,305,843	1,305,843	266,554	20%

Facility

The District purchased 600 Rush Landing, an operations facility, with vehicle parking and office space, in fiscal year FY2019/20. Marin Transit leases space to MV Transportation through a lease that the District took by assignment with the property acquisition. The site has no vehicle maintenance, but provides vehicle parking for the contractor that operates the Muir Woods Shuttle, Supplemental and Rural services.

All property maintenance expenses for 600 Rush landing are funded through the Facility Budget (table 13). Marin Transit has a property manager who serves as the primary contact with lease holders and has responsibility for responding to lease holder concerns and managing building maintenance and utilities.

Revenues from property leases exceed the property maintenance costs. The net income from the property leases will be from a federally funded property. As such, the federal share will be required to be spent on federal programs. This net income will be available for facility improvements in FY2021/22.

Table 13: Facility Operations FY 2020/21 Actuals

	FY2020 Actual	FY 2021 Budget	FY2021 Actual	Percent Total Budget Used
Revenue				
4070302 Lease of Facility	124,706	173,808	171,360	99%
Total Revenue	124,706	173,808	171,360	99%
Expense				
5030301 Consultant Services	9,632	14,000	37,293	266%
5030603 Custodial Service - Janitorial	0	10,000	200	2%
5030650 Landscaping	0	5,000	1,800	36%
5030701 Security Services	0	3,000	1,882	63%
5040180 Utilities	12,547	34,200	27,135	79%
5049902 Small Equipment	0	5,000	0	0%
5060302 Insurance	742	5,200	6,955	134%
Subtotal Expense	22,921	76,400	75,265	99%
5100100 Salary/Benefit Transfers	4,700	12,000	8,509	71%
5100101 Overhead Transfer	1,264	2,014	1,533	76%
Total Transfers	5,964	14,014	10,042	72%
Total Expense	28,885	90,414	85,307	94%
Net Revenue (Expense)	95,821	83,394	86,053	103%

Capital

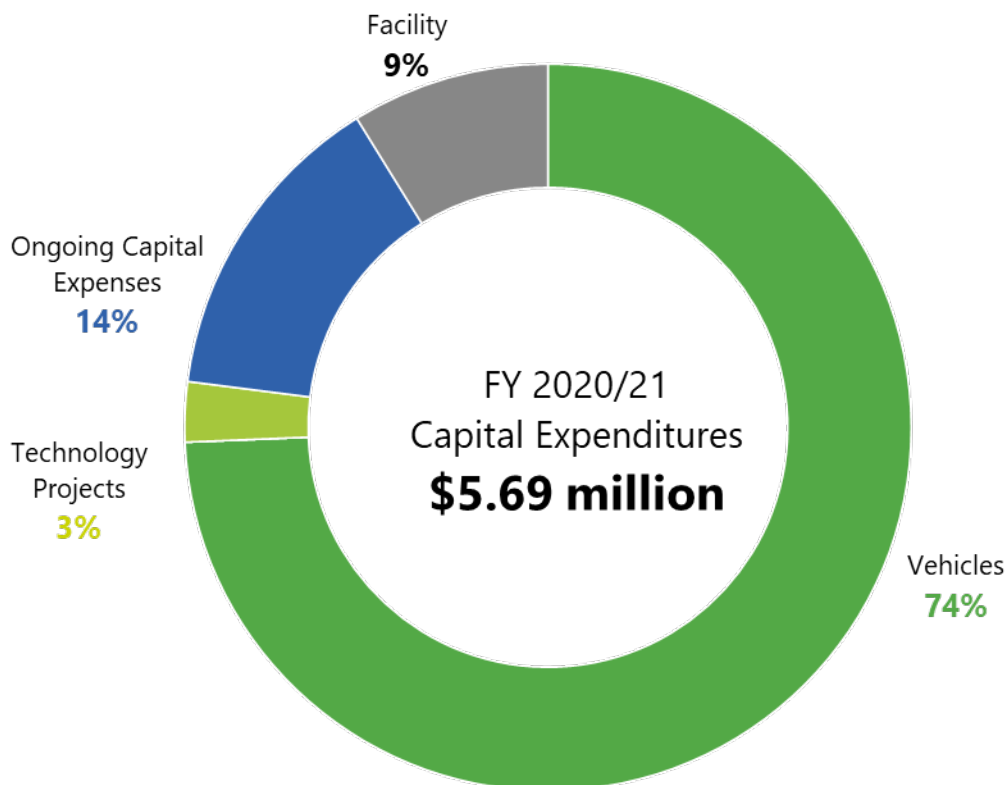
Marin Transit’s Capital Program includes all expenses related to purchasing and maintaining the transit system’s capital assets (table 14). This includes vehicle purchases, vehicle leasing, bus stop improvements, technology projects, and communication systems (figure 8). A more detailed status report of the District’s capital projects is included in the Attachment B - FY 2020/21 Capital Report.

In FY 2020/21, capital expenditures were \$5.89 million. The expenditures included the following major projects:

- Purchase of 15 Paratransit Replacements
- Purchase of 9 Shuttle Replacements
- Purchase of 4 XHF (Rural) XHF Vehicles
- Facility purchase and maintenance projects
- Realtime Sign Installations; and
- Major Vehicle repairs

Vehicle purchases were 72% of the total expenditures.

Figure 11: Capital Expenditures Categories



Capital Revenue

Marin Transit’s capital program is funded primarily with federal funds and matching local funds. Federal Section 5307 funds are available through regional programming for up to 82% of vehicle replacement costs. In FY 2020/21, 47% of capital funding came from federal sources (figure 12).

Marin Transit’s allocation of local sales tax (Measure A and Measure AA) is critical for providing grant matching funds, maintenance of capital assets and facility costs. Marin Transit receives approximately \$900,000 per year in Measure AA funds, down from about \$1.4 million per year under Measure A. In FY2020/21, Marin Transit expended \$1.99 million of Measure A and AA funds primarily for the matching funds for vehicle purchases and the facility costs.

Figure 12: Capital Revenue Categories

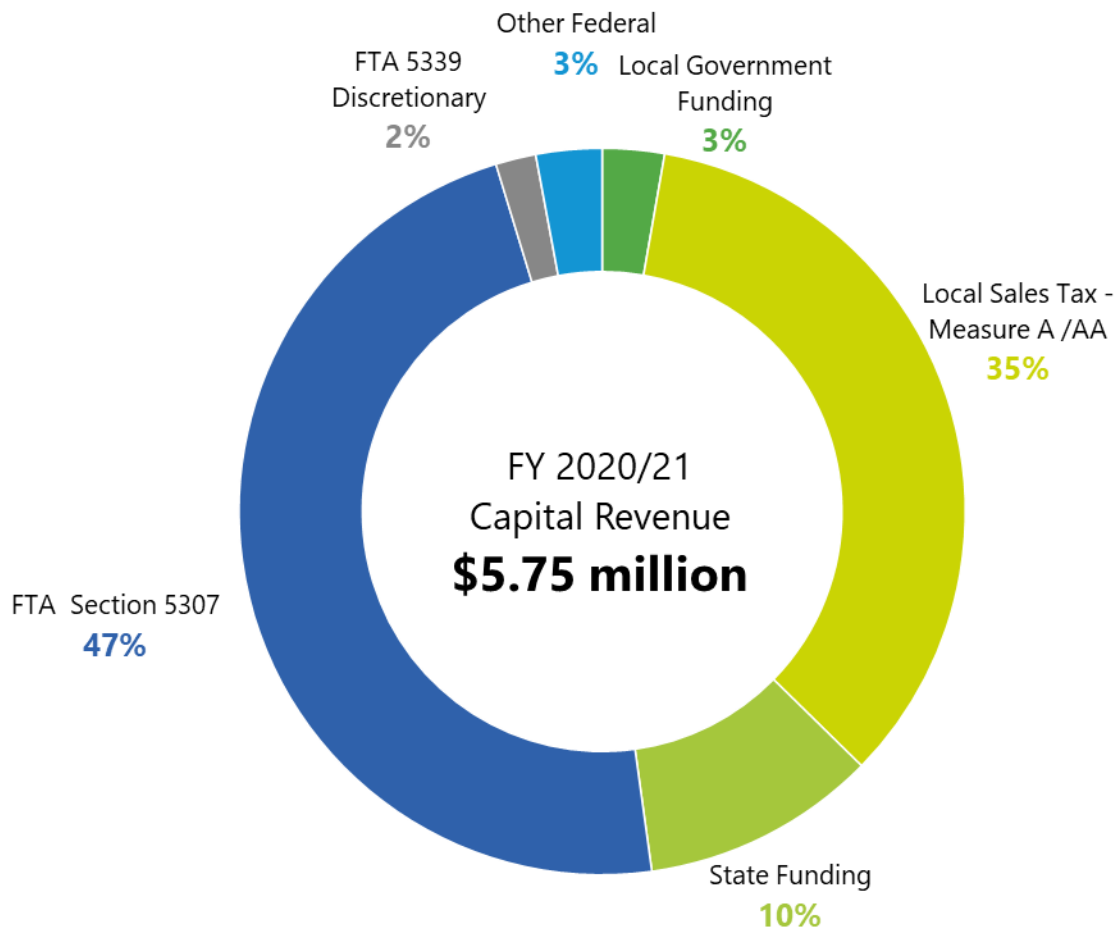


Table 14: Capital FY 2020/21 Actuals

		Total Project Budget	FY2020/21 Budget	FY2020/21 Revised	FY2020/21 Actual	Total Project Expenditures
EA	Replace 2 Artics with 4 - 40ft Electric	4,366,507	1,000	1,000	7,404	9,624
PC	Purchase 15 Paratransit Replacements	1,472,000	1,471,000	1,466,234	1,414,594	1,420,360
SC	Purchase 9 Shuttle Replacements	1,161,000	1,160,000	1,155,025	1,060,775	1,066,750
XB	Purchase 4 Replacement XHF's	1,740,000	1,728,597	1,727,407	1,741,386	1,753,979
XC	Purchase 2 XHF Replacements	906,241	850,000	903,604	3,161	5,798
NR	Staff Car	49,000	49,000	49,000	0	0
	Subtotal Vehicles	9,694,748	5,259,597	5,302,270	4,227,320	4,256,511
BN	Novato Bus Stop Shelters	0	0	0	0	0
	Subtotal Bus Stop Improvements	0	0	0	0	0
FS	Facility - Improvements	1,187,842	1,187,842	1,187,842	162,043	162,043
FA	Maintenance Facility Purchase	3,625,000	0	3,625,000	339,370	339,370
FD	Maintenance Facility Improvements	1,100,000	0	100,000	0	0
YF	Yellow Bus Parking Facility	3,000,000	3,000,000	3,000,000	0	0
	Subtotal Facility	4,187,842	4,187,842	7,912,842	501,413	501,413
AY	AVL Replacement Equipment	180,000	0	32,225	20,441	168,216
ME	MERA	29,000	29,000	29,000	2,243	2,243
RT	Realtime Signs	212,394	210,394	184,167	128,899	157,126
	Subtotal Technology Projects	421,394	239,394	245,392	151,583	327,585
GG	Golden Gate Capital Costs (GG)	17,000	17,000	17,000	16,696	16,696
BM	Bus Stop Maintenance (BM)	120,000	120,000	120,000	100,510	100,510
VR	Major Vehicle Repairs (VR)	300,000	300,000	300,000	196,149	196,149
IF	Infrastructure Support (IF)	590,000	400,000	590,000	492,075	492,075
	Subtotal Ongoing Capital Expenses	1,027,000	837,000	1,027,000	805,430	805,430
	Total Expenditures	15,330,984	10,523,833	14,487,505	5,685,746	5,890,938

Attachment 1: FY 2020/21 Budget Amendments

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
2021-01	6/1/2020	Reduce GGT hours by 14,800 revenue (17/17x)	Operations	LCL	NA	5080104- Purchased Transportation GGT	10,237,536	(1,859,970)	8,407,566
			Operations	LCL	NA	5040150-Oil and Fuel GGT	836,927	(151,160)	685,317
		Increase Marin Airporter hours by 12,424 revenue hours (add 17/17x, and reduce 22 hours by 2,375)	Operations	LCL	NA	5080106- Purchased Transportation MA	6,196,803	656,975	6,853,778
			Operations	LCL	NA	5040151-Oil and Fuel Airporter	760,948	122,949	883,897
		Increase Stagecoach Hours by 1,050	Operations	STG	NA	5080105- Purchased Transportation	\$1,509,363	\$62,118	\$1,571,481
			Operations	STG	NA	5040152-Oil and Fuel	\$241,500	\$15,462	\$256,962
		Transfer seven 2015, 40ft Gillig Hybrids between contractors	Capital	CPT	IF	5230101 Vehicles	0	\$190,000	\$190,000
		Total Change for 2021-01							
2021-02	7/13/2020	Increase Project budget for 2- XHF Replacements	Capital	XC	NA	5230101 Vehicles	\$850,000	\$56,241	\$906,241
2021-03	8/03/2020	Add 8,500 hours of SUP service to the MV contract to address COVID impacts	Operations	SUP,01	NA	5080105 – Purchased Transportation MV	\$831,275	\$761,480	\$1,592,755
			Operations	MWS	NA	5080105 – Purchased Transportation MV	\$854,122	(\$184,135)	\$669,987
			Operations	STG	NA	5080105 – Purchased Transportation MV	\$1,571,481	(\$58,450)	\$1,513,031
			Operations	LCL	NA	5040152 – Oil and Fuel	126,846	\$140,314	\$267,160
			Operations	MWS	NA	5040152 -Oil and Fuel	105,000	(\$33,923)	\$71,077

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
								(\$625,287)	
2021-04	11/02/2020	Add 7,000 SUP service and 1,600 SUP School service to MV contract to address COVID Impacts, Reduce Muir Woods shuttle hours by 4,680.	Operations	SUP,01	NA	5080105 – Purchased Transportation MV	\$1,592,755	\$491,230	\$2,083,985
			Operations	MWS	NA	5080105 – Purchased Transportation MV	\$669,987	(\$531,962)	\$138,024
			Operations	STG	01	5080105 – Purchased Transportation MV	\$1,513,031	\$149,377	\$1,662,409
			Operations	SUP,05	NA	5080105 – Purchased Transportation MV	\$0	\$121,340	\$121,340
			Operations	LCL	NA	5040152 – Oil and Fuel	\$267,160	\$75,670	\$342,830
			Operations	MWS	NA	5040152 -Oil and Fuel	\$71,077	(\$41,677)	\$29,400
			Operations	SUP,05	NA	5040152 -Oil and Fuel	\$0	\$19,200	\$19,200
			Operations	MWS	NA	4139952 Fed- National Parks Fare Payment	\$172,500	(\$124,200)	\$48,300
			Operations	MWS	NA	4139951 National Parks Payment	\$538,588	(\$522,705)	\$15,882
			Operations	MWS	NA	4140106 Muir Woods Shuttle Fares	\$207,000	(\$149,040)	\$57,960
2021-05	02/10/2021	Roll forward of FY2020 Capital Project expenditures;	Capital	Capital	EA	Future Years	\$4,366,007	(\$1,720)	\$4,363,287
					PC	5230101 Vehicles	\$1,471,000	(\$4,766)	\$1,466,234
					SC	5230101 Vehicles	\$1,160,000	(\$4,975)	\$1,155,025
					XB	5230101 Vehicles	\$1,728,597	(\$1,190)	\$1,727,407

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
					XC	5230101 Vehicles	\$850,000	(\$2,637)	\$847,363
					AY	5230102 Equipment	0	\$32,056	\$32,056
					RT	5230102 Equipment	\$210,394	(\$26,227)	\$184,167
2021-06	2/10/2021	Add capital project to purchase of maintenance facility	Capital	CPT	FA	5230104 Facility	\$0	\$3,625,000	\$3,625,000
2021-07	2/10/2021	Maintenance facility improvements	Capital	CPT	FD	Total Project	\$0	\$1,100,000	\$1,100,000
					FD	5230104 Facility	\$0	\$100,000	\$100,000

Attachment 2: Annual Report of Marin Transit’s Defined Contribution Retirement Account 401(a)

The Marin County Transit District established a Governmental 401(a) single employer defined contribution pension plan (the Plan) in October 2013. The plan is available to all employees who have attained twenty-one years of age and have more than 1,000 hours of service. Based on years of service, the District is required to contribute 10% to 15% of each employee’s compensation into an individual employee account under the Plan. In FY2019/20 Marin Transit completed a review of plan administration options and based on the review moved the plan from Nationwide to a new plan with Principal to reduce employee fees. Marin Transit also hired a financial consultant to help with the selection and maintenance of investment options. The following statement of balances is intended to provide a report of contributions and allow for review of plan effectiveness.

Investment Balances

	July1, 2019 – June 30, 2020	July1, 2020– June 30, 2021
Starting Balance	\$1,158,953	\$1,340,654
Contributions¹	\$185,692	\$239,959
Admin Expenses	(\$1,987)	(\$8,033)
Withdrawals	(\$3,730)	\$0
Earnings	(\$38,988)	\$453,174
Ending Balance	\$1,340,654	\$2,015,736
Estimated Average Annual Rate of Return²	-3%	27%
Total Participants	24	24
Prior Employee Participants	7	10
Active Participants	17	14
Ineligible employees	0	1
Tier 1 (15%)	8	7
Tier 2 (13%)	3	4
Tier 3 (10%)	6	3

¹ Through 6/30 payroll (full accrual basis)

² Calculated based on an average of the quarterly returns on invested assets

Capital Projects Report FY2020/21

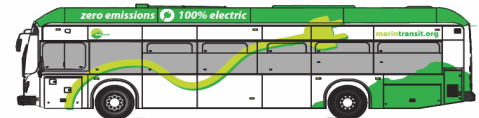
This capital project report provides detail FY2020/21. Project descriptions and status are given for all major capital projects. Projects are grouped according to project type as shown below.

	Total Project Budgets	Total Expended FY2021	Total Project Expenditures
Vehicles	\$9,694,748	\$4,227,320	\$4,256,511
Bus Stop Improvements	\$0	\$0	\$0
Facility	\$4,187,842	\$501,413	\$501,413
Technology Projects	\$421,394	\$151,583	\$327,585
Ongoing Capital Expenses	\$1,027,000	\$805,430	\$805,430 (annual)
	\$15,330,984	\$5,685,746	\$5,890,939

Purchase Four 40ft Electric Vehicles (Replacement) Total Project Budget \$4,366,507

Concept: Replace two 60ft Artics with four 40ft Electric Buses

Funding: \$2,656,800 Federal Section 5307
 \$1,338,882 State LCTOP
 \$370,825 Measure A



Description: Purchase of four 40-foot Battery Electric Buses to replace three 60-foot Articulated buses beyond their useful life

Status: These vehicles will replace three 60-ft articulated buses in a seat for seat replacement. Board authorized the purchase of four 40ft Electric buses in October 2020. After a slight delay due to availability of microchips, vehicles are estimated to begin production in late November 2021 and be delivered in early January 2022.

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion
EA	\$4,366,507	\$9,624	5%	Dec-21

Purchase 16 Paratransit Vehicles (Replacements) Total Project Budget \$1,472,000

Concept: Purchase 16 Paratransit Replacements

Funding: \$1,207,040 Federal 5307
 \$263,738 Measure A
 \$1,222 Property Tax



Description: Purchase 16 Paratransit Vehicles to replace vehicles beyond their useful life (revised to 15).

Status: Board authorized the purchase of 15 paratransit vehicles in May 2020. The remaining vehicle replacement is being delayed to pilot a battery electric cutaway in the future. The paratransit vehicles were received in October 2020. All equipment has been installed and the vehicles were placed into service in January 2021. This project is complete.

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion
PC	\$1,472,000	\$1,420,360	100%	Dec-20

VEHICLES

VEHICLES



VEHICLES

Purchase 9 Shuttle Replacements **Total Project Budget \$1,161,000**

Concept: Purchase Nine Shuttle Replacements

Funding: \$952,020 Federal Section 5307
\$208,980 State STA SB1

Description: Replace 9 Shuttles that are beyond their useful life



Status: Board authorized the purchase of nine replacement shuttle vehicles in May 2020. The vehicles were received in December 2020. The vehicles were placed into service in March 2021. This project is complete.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
SC	\$1,161,000	\$1,066,750	100%	Jan-21

VEHICLES

Purchase Four 30ft XHF Vehicles (Replacement) **Total Project Budget \$1,740,000**

Concept: Purchase four 35ft XHF vehicles

Funding: \$559,600 Federal Section 5307
\$94,089 State Transit Assistance - Revenue Based
\$313,147 State Transit Assistance - State of Good Repair
\$576,670 Measure A
\$151,494 Paul Sarbanes

Description: Purchase of four replacement 30-foot XHFs



Status: These vehicles will replace 4 cutaway vehicles beyond their useful life. This purchase was approved by your Board in April 2019. These vehicles were received in February 2021 and placed into service in March 2021. This project is complete.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
XB	\$1,740,000	\$1,753,979	100%	Jun-21

VEHICLES

Purchase Two 35ft XHF Vehicles (Replacement) **Total Project Budget \$906,241**

Concept: Purchase two 35ft XHF vehicles

Funding: \$697,000 Federal 5307
\$56,241 State STA SB1
\$153,000 Measure A

Description: Purchase of two replacement 35-foot XHFs



Status: Board authorized the purchase of two replacement XHFs in May 2020. Staff anticipates delivery of these vehicles in October 2021.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
XC	\$906,241	\$5,798	10%	Sep-21



VEHICLES

Staff Car **Total Project Budget \$49,000**

Concept: Purchase an electric staff car
Funding: \$2,000 Measure B
 \$2,000 CVRP Rebate
 \$45,000 State STA



Description: Purchase an electric staff car to replace a retired-active vehicle

Status: Board approved the purchase of a new electric staff car on May 4, 2020. This purchase is delayed until a charging station is installed at Marin Transit's office location, and staff return to the office.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Completion</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>
NR	\$49,000	\$0	0%	Dec-22

ADMIN AND OPERATIONS FACILITY

Facility - Capital Improvements **Total Project Budget \$1,187,842**

Concept: Acquire property and develop a maintenance facility
Funding: \$1,084,589 Measure AA/Capital Reserves
 \$103,253 FTA 5339



Description: Make improvements to Rush Landing Facility

Status: Marin Transit successfully completed the purchase of right of way at 600 Rush Landing Rd in Novato. Additional improvements are being planned for the site like enhanced fencing, lighting, and infrastructure for charging electric buses. Construction of phase 1 of the improvements is anticipated in October 2021.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
FS	\$1,187,842	\$162,043	14%	Aug-21

Maintenance Facility Purchase **Total Project Budget \$3,625,000**

Concept: Acquire a maintenance facility for paratransit vehicles
Funding: \$3,625,000 Measure AA/Capital Reserves



Description: 3000 Kerner - Maintenance Facility Purchase

Status: Marin Transit is in escrow to purchase property located at 3000 Kerner Boulevard in San Rafael. Prior to acquisition, Marin Transit is conducting due diligence activities such as an Environmental Site Assessment, Building Inspections, and an ALTA Survey. The anticipated final purchase of the property is in July 2021.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
FA	\$3,625,000	\$339,370	9%	Jul-21



ADMIN AND OPERATIONS FACILITY

Maintenance Facility - Capital Improvements **Total Project Budget \$1,100,000**

Concept: Capital improvement for maintenance facility
Funding: \$1,100,000 Measure AA/Capital Reserves



Description: Capital Improvements at 3000 Kerner Blvd

Status: Once the purchase of 3000 Kerner is complete, Marin Transit will perform modifications to convert the space into a paratransit vehicle maintenance facility. Planned improvements include retrofitting warehouse space for effective use for vehicle maintenance and reconfiguration of office space.

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion
FD	\$1,100,000	\$0	0%	Dec-21

Yellow Bus Parking Facility **Total Project Budget \$3,000,000**

Concept: Identify and purchase property for vehicles
Funding: \$3,000,000 Capital Reserve



Description: Replace temporary leased parking with a permanent location

Status: Marin Transit is evaluating and identifying opportunities for land acquisition.

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion
YF	\$3,000,000	\$0	0%	NA

TECHNOLOGY PROJECTS

TECHNOLOGY PROJECTS **Total Project Budget \$421,394**

Concept: District technology projects
Funding: \$99,631 Measure A
 \$174,163 Lifeline - Federal Section 5307
 \$147,600 Federal Section 5307



Projects:		Total Project	Expended to
		Cost	Date
AY	AVL Replacements	\$180,000	\$168,216
ME	MERA	\$29,000	\$2,243
RT	Realtime Signs	\$212,394	\$157,126

Description: Marin Transit provides technology acquisitions for vehicle operations, fare collection, and passenger information

Status: Marin Transit will continue the project to pay for fareboxes and on board equipment associated with vehicle replacements. Fleet wide AVL replacements were completed in March 2021. Real Time Signs contract has been awarded and 19 signs are installed and operational as of march 2021. The MERA radio project includes the capital bond payments.



ONGOING CAPITAL EXPENSES

Ongoing Capital Expenses **Annual Budget \$1,027,000**

Concept: Ongoing capital expenses

Funding: \$1,027,000 Measure A

		Total Project Budgets	<u>Annual Budget</u>	<u>Expended in FY2021</u>
<u>Projects:</u>				
GG	Golden Gate Capital Costs	\$17,000	\$17,000	\$16,696
BM	Bus Stop Maintenance	\$120,000	\$120,000	\$100,510
VR	Major Vehicle Repairs	\$300,000	\$300,000	\$196,149
IF	Infrastructure Support	\$590,000	\$590,000	\$492,075



Description: Ongoing capital costs associated with the Golden Gate operations

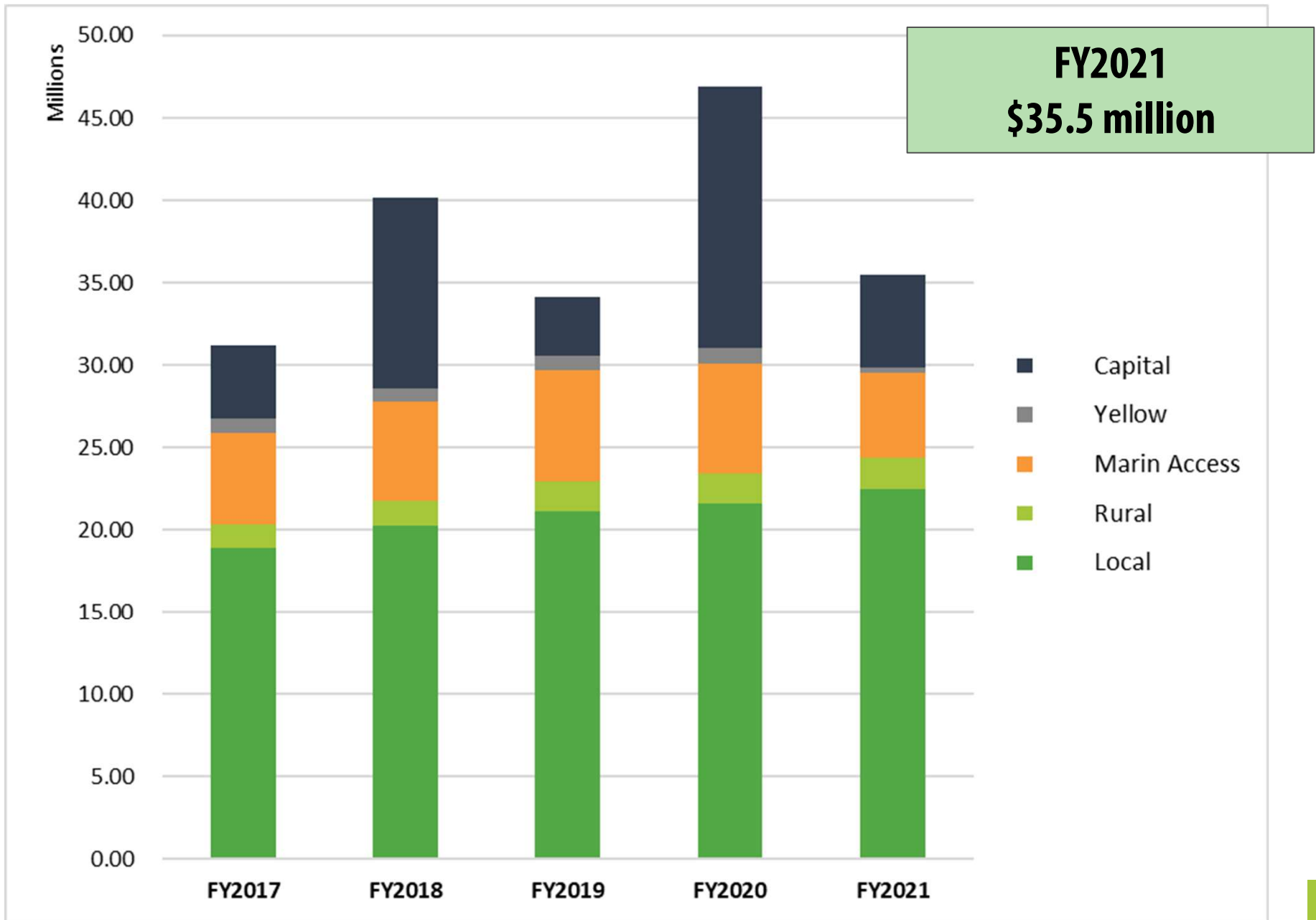
Status: Capital depreciation expenses for equipment owned by Golden Gate Transit are billed monthly. Major vehicle repairs, such as transmissions, are expended as needed. Infrastructure support includes small capital projects, staff support, and work on partner agency capital projects.



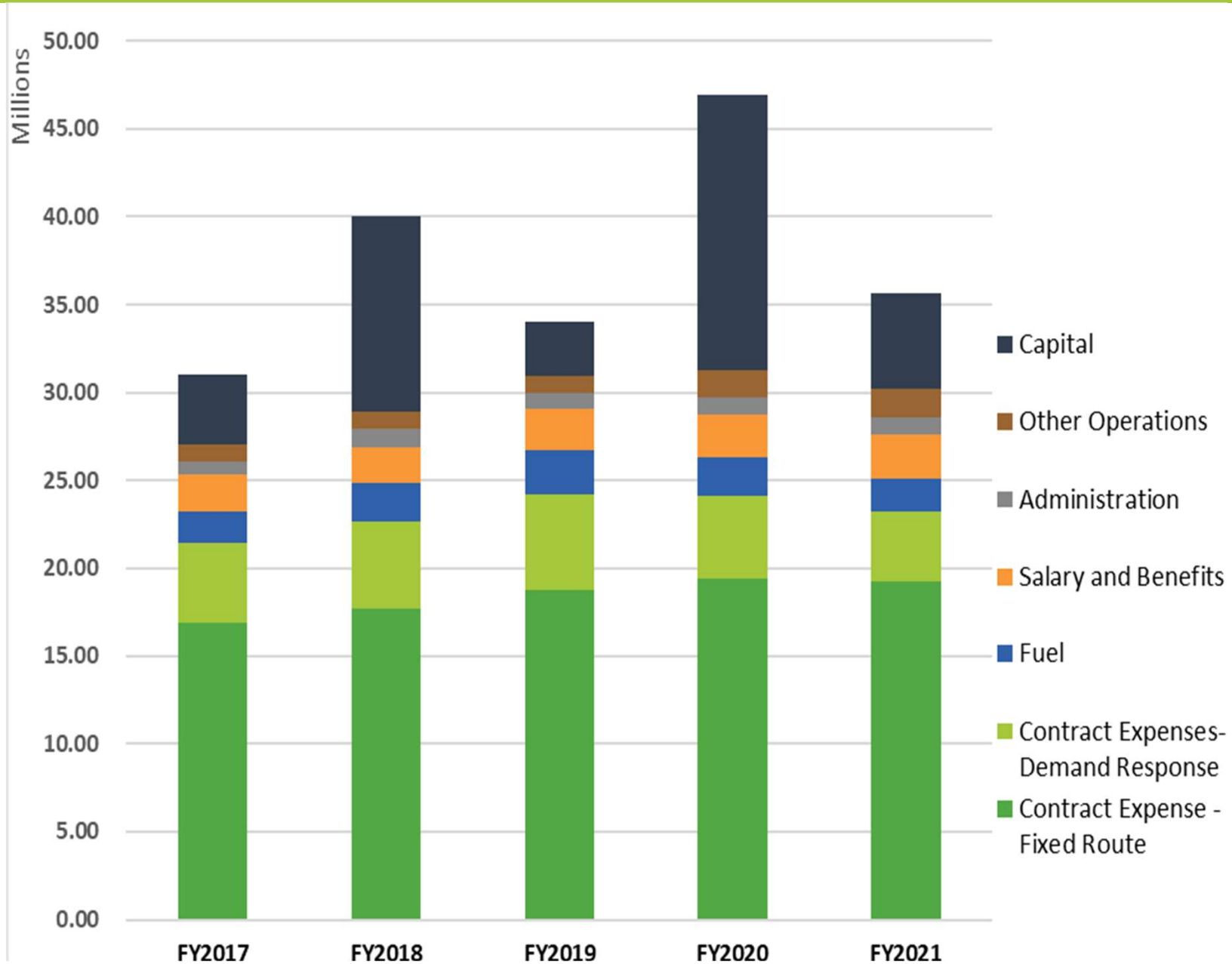
Marin Transit FY2020/21 Financial Report

Presented November 1, 2021

Total Expenditures






Total Expenditure by Type


















Service Levels Provided



Service Provided

-  >90%
-  75%-89%
-  < 75%

Service	FY 2020/21 Actual Revenue Hours	% of Budget
Regular Local and Trunk Line	107,113	 95%
Community Shuttles	41,712	 95%
Supplemental, Local & School	22,821	 96%
Muir Woods Shuttle	166	 9%
West Marin Stagecoach Service	16,290	 93%
Fixed Route Subtotal	188,102	 94%
Novato Dial-A-Ride	890	 37%
Rural Dial A Ride	454	 114%
Transit Connect	6,993	 82%
Local Paratransit Service	18,964	 31%
Demand Response Subtotal	53,206	 71%
Regional Paratransit Service	2,427	 33%
Yellow School Bus Service	0 buses	 0%
Service	FY 2020/21 Actual Trips	% of Estimate
Catch A Ride	4,379	 31%
Volunteer Driver	12,840	 92%



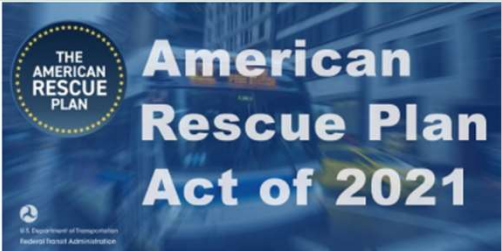
Summary



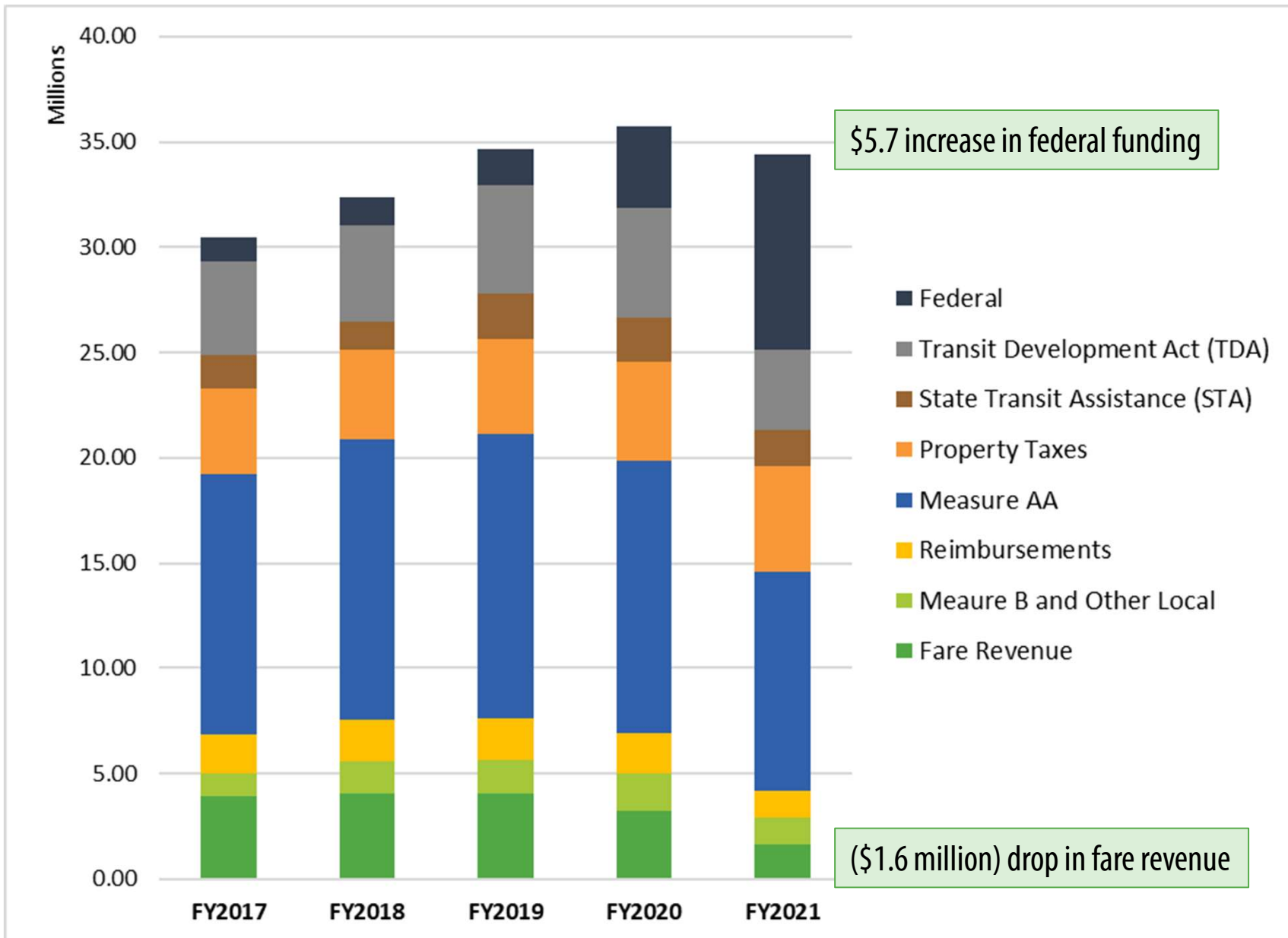
	FY 2019/20 Actual	FY2020/21 Original Budget	FY 2020/21 Revised Budget	FY 2020/21 Actual	Percent Total Budget Used
<i>Operations</i>	35,725,681	35,124,123	34,328,178	34,368,575	100%
<i>Capital</i>	15,853,562	8,455,992	8,694,494	5,754,427	66%
<i>Facility</i>	124,706	173,808	173,808	171,360	99%
Total Revenue	51,703,949	43,753,923	43,196,480	40,294,362	93%
<i>Operations</i>	31,037,461	35,117,071	34,871,908	29,749,318	85%
<i>Capital</i>	15,858,925	10,523,834	14,487,336	5,685,746	39%
<i>Facility</i>	28,885	90,414	90,414	85,307	94%
Total Expenditures	46,925,271	45,731,319	49,449,658	35,520,371	72%
Net Change in Fund Balance	\$4,778,678	(\$1,977,396)	(\$6,253,178)	\$4,773,991	
<i>Emergency Reserve</i>	5,594,559	5,852,845	5,852,845	5,852,845	
<i>Contingency Reserve</i>	11,189,118	11,705,690	11,705,690	11,705,690	
<i>Capital Reserve</i>	15,229,149	12,476,895	8,201,113	19,228,282	
Fund Balance (total reserve)	\$32,012,826	\$30,035,430	\$25,759,648	\$36,786,817	

Federal Relief Funding



Relief Bill	Marin Transit Allocation	Anticipated Expenditure Year
	<p>\$10.2 million</p>	<p>FY2020, FY2021</p>
	<p>\$4.2 million</p>	<p>FY2022</p>
	<p>\$3.6-\$6.3 (Phase 2 allocation in progress)</p>	<p>FY2022, FY2023</p>

Operations Revenues

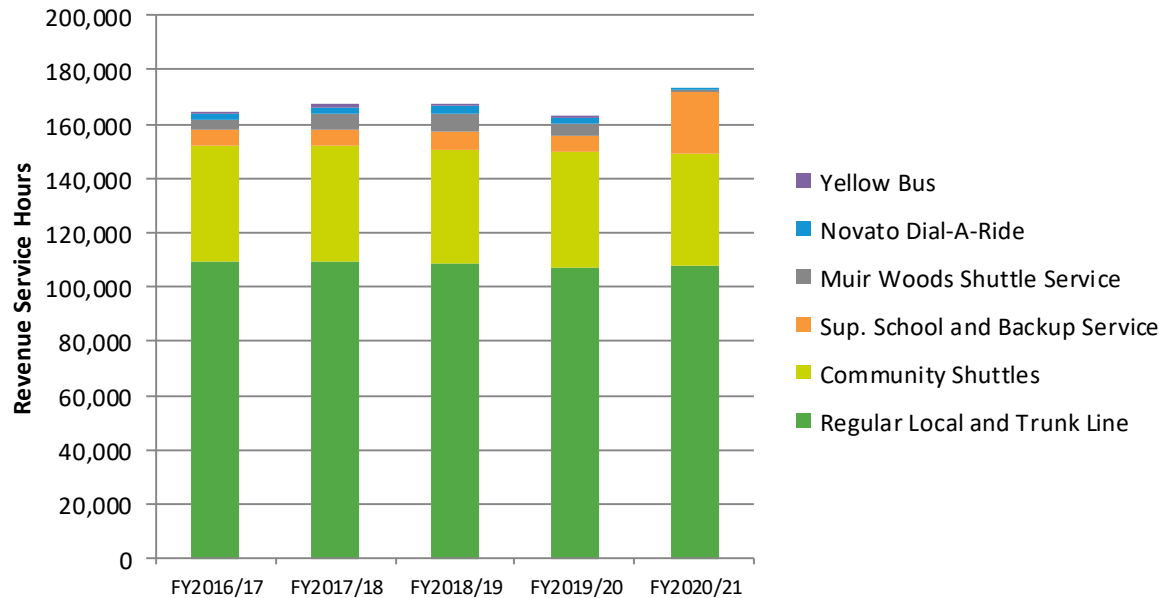


Local Fixed Route Service and School Service

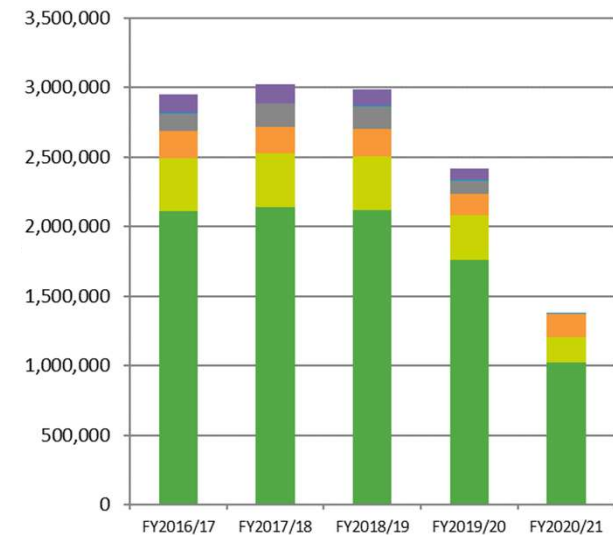


- Increased service levels 6%
- Redeployment of Muir Woods Shuttle and Supplemental School service hours
- Expenditure of \$6.8 million of CARES Act Funding

Revenue Hours



Passengers

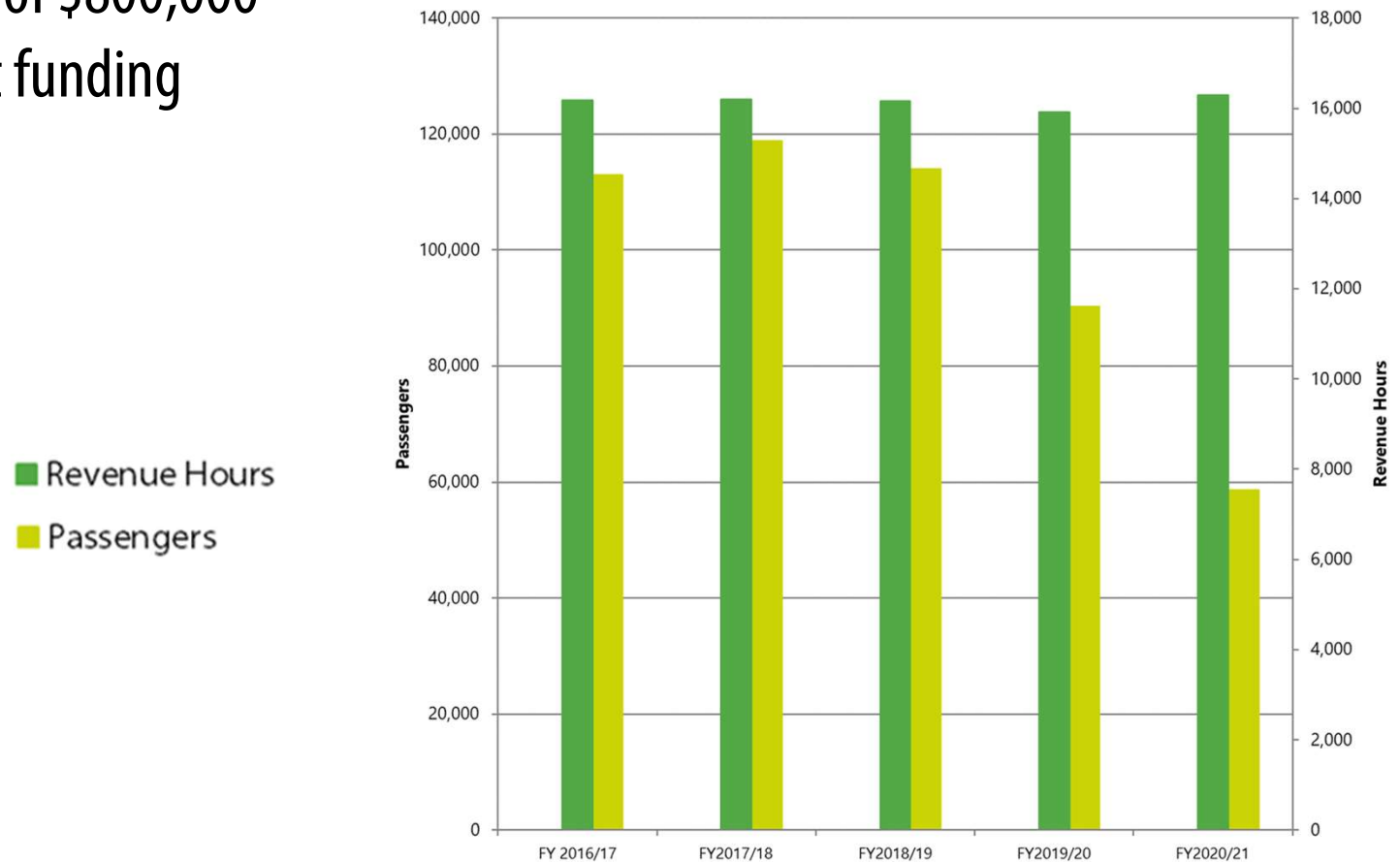


Rural Services



- Maintained service levels
- Drop in passenger trips
- Expenditure of \$800,000 in CARES Act funding

Revenue Hours and Passengers

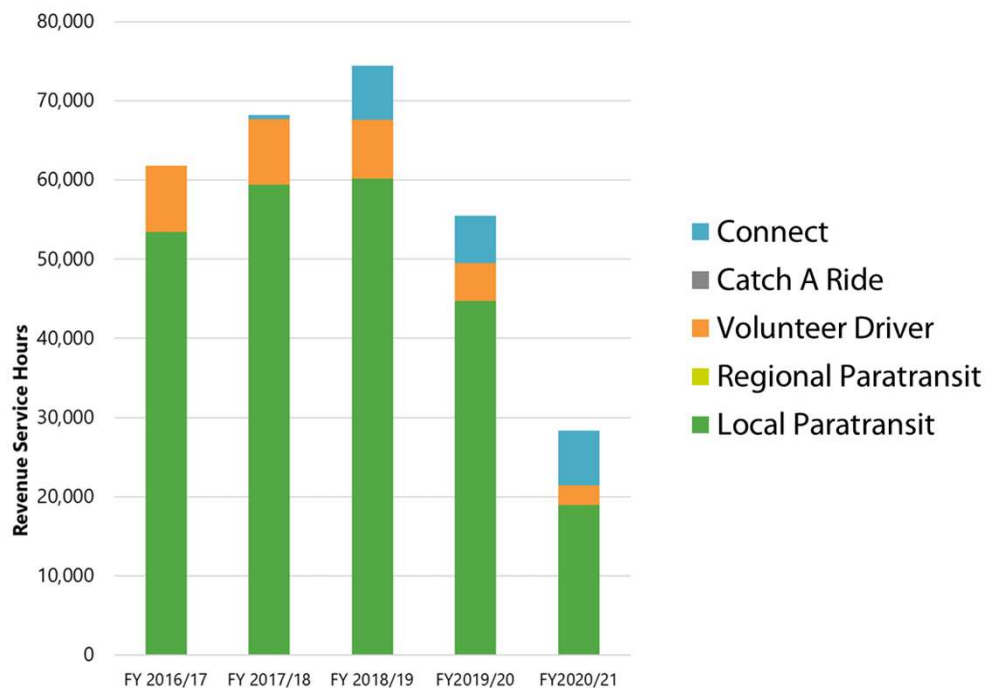


Marin Access

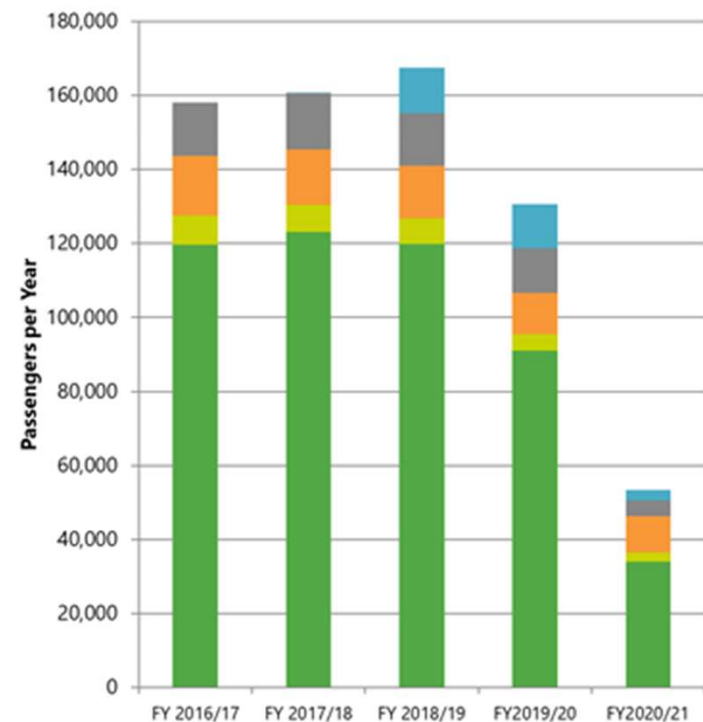


- Hours are primarily demand based
- Expenses were 66% of budget
- Hours and Passengers declined
- Expenditure of \$559,614 in CARES Act

Revenue Hours



Passengers



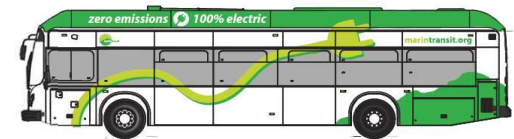
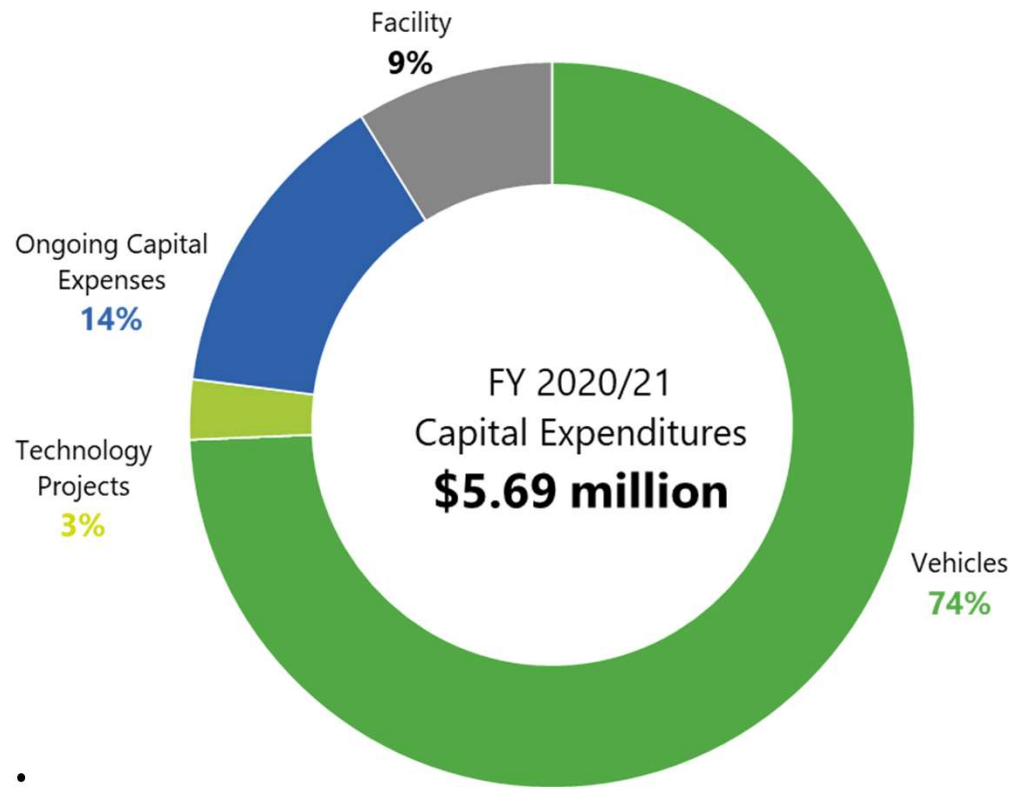
Facility Operations



Rental Revenues	\$124,206
Expenses	<u>\$28,885</u>
Net Revenue	\$95,321

- Muir Woods, Supplemental and Rural Contractor parking and administration location
- Plans for Electrical Vehicle Charging
- Net revenue available for programing in FY2021/22 budget

Capital \$5.69 million



Of note :

- Purchase of Kerner paratransit maintenance facility completed in FY2021/22
- Additional land for fixed route maintenance and parking is needed
- Did not find land to purchase yellow bus parking facility

Outlook



- Strong short-term position
- Challenging service delivery environment
- Continue need for sufficient facilities
- Up-coming and current contract re-negotiations and re-bids

Questions



Thank You

Lauren Gradia, PE

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