



**marin transit**

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October 3, 2022

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

**SUBJECT: Marin Transit FY 2021/22 Year End Financial Report**

Dear Board Members:

**board of directors**

**RECOMMENDATION:** Accept report.

stephanie moulton-peters  
president  
supervisor district 3

**SUMMARY:**

The attached report presents Marin County Transit District's (Marin Transit) Year End Financial Report for Fiscal Year 2021/22. 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 2021/22 audited statements that will be completed in December 2022.

katie rice  
vice president  
supervisor district 2

Fiscal Year 2021/22 (July 1, 2020 - June 30, 2021) expenditures for the District's Operations and Capital Programs were \$44.0 million. Operation expenses were 12% higher than the prior year and 7% below budget. There was a net loss of \$1.2 million due to planned expenditures of the capital reserve on facility projects. Operation revenues were 4% lower than the prior year and 100% of budget. The District provided 2% less fixed route revenue service hours, 64% more local paratransit service, and restored yellow bus service.

eric lucan  
2nd vice president  
city of novato

Fiscal Year 2021/22 was the third year marked by disruption in transit service operations and ridership demand due to the COVID-19 pandemic. Marin Transit's fixed route ridership was retained and recovered faster than any other Bay Area transit operator. Demand response ridership also continued to recover but at a slower rate. Muir Woods service and yellow bus service returned to more typical service level, but Supplemental School service operated limited service due to school bell time changes and limited operational capacity. Operational costs increased with the increased paratransit service hours, rising fuel prices, and new operational contracts.

judy arnold  
director  
supervisor district 5

kate colin  
director  
city of san rafael

damon connolly  
director  
supervisor district 1

dennis rodoni  
director  
supervisor district 4

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 emergency and contingency reserves, and the 2018 passage of the Measure AA transportation sales tax extension provides long term baseline

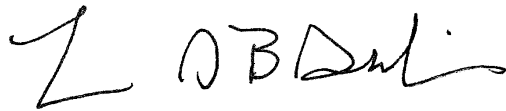
brian colbert  
alternate  
town of san anselmo

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 ensured Marin Transit could continue to provide the needed local transit services in Marin County throughout the pandemic. Since ridership has returned and revenues remain strong the District's short term financial outlook remains strong. 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, purchase a paratransit maintenance facility, in San Rafael in FY2021/22 and initiated a purchase of a small parking facility adjacent to the paratransit maintenance facility in FY2021/22. The District still needs an electric vehicle charging and fixed route maintenance facility.

**FISCAL/STAFFING IMPACT:** None associated with this report.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'L Gradia', written in a cursive style.

Lauren Gradia  
Director of Finance and Capital Programs

Attachments: Marin Transit FY2022 Year End Financial Report, Marin Transit FY2022 Year End Capital Report, and Presentation for FY2022 Year End Financial Report

## Marin County Transit District

### Year End FY 2021/22 Financial Report

Fiscal Year 2021/22 (July 1, 2021 - June 30, 2022) was the third year marked by disruption in transit service operations and ridership demand due to the COVID-19 pandemic. Marin Transit's fixed route ridership was retained and recovered faster than any other Bay Area transit operator. Demand response ridership also continued to recover but at a slower rate. Muir Woods service and yellow bus service returned to return to more typical service level, but Supplemental School service operated limited service due to school changes and limited operational capacity. Operational costs increased with the increase paratransit service hours, rising fuel prices, and new operational contracts.

In FY2021/22, expenditures for the District's Operations and Capital Programs were \$44.0 million (table 1). Operation expenses were 12% higher than the prior year and 7% below budget. There was a net loss of \$1.2 million due to planned expenditures of the capital reserve on facility projects. Operation revenues were 4% lower than the prior year and 100% of budget. The District provided 2% less fixed route revenue service hours, 64% more local paratransit service, and restored 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 2020/21 Actual	FY2021/22 Original Budget	FY 2021/22 Revised Budget	FY 2021/22 Actual	Percent Total Budget Used
<i>Operations</i>	34,368,575	36,948,095	37,036,527	36,862,258	100%
<i>Capital</i>	5,754,427	8,158,442	8,182,709	5,967,701	73%
<i>Facility</i>	171,360	0	0	0	NA
<b>Total Revenue</b>	<b>40,294,362</b>	<b>45,106,537</b>	<b>45,219,236</b>	<b>42,829,959</b>	<b>95%</b>
<i>Operations</i>	29,749,318	35,381,744	35,730,684	33,405,156	93%
<i>Capital</i>	5,685,746	13,838,442	17,306,296	10,631,869	61%
<i>Facility</i>	85,307	0	0	0	NA
<b>Total Expenditures</b>	<b>35,520,371</b>	<b>49,220,186</b>	<b>53,036,980</b>	<b>44,037,025</b>	<b>83%</b>
<b>Net Change in Fund Balance</b>	<b>\$4,773,991</b>	<b>(\$4,113,649)</b>	<b>(\$7,817,744)</b>	<b>(\$1,207,066)</b>	
<i>Emergency Reserve</i>	5,852,845	5,896,957	5,896,957	5,896,957	
<i>Contingency Reserve</i>	11,705,690	11,793,914	11,793,914	11,793,914	
<i>Capital Reserve</i>	19,228,282	14,982,297	11,278,202	17,888,880	
<b>Fund Balance (total reserve)</b>	<b>\$36,786,817</b>	<b>\$32,673,168</b>	<b>\$28,969,073</b>	<b>\$35,579,751</b>	

Fiscal year 2021/22 fare revenue was 73%, or \$1.0 million less than pre-COVID (FY2018/19) levels. Other revenues generated from sales tax (local and state), diesel tax, and property tax have continued to increase. For example, property tax revenue grew 7% and preliminary sales tax numbers for FY2021/22 show 5% growth. Marin Transit continued expending federal funding for transit operations which back filled fare revenue losses and allowed the District to continue to provide all transit 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 CRRSAA funds in FY2021/22 and will expend the remaining ARPA funding in FY2022/23 (table 2).

**Table 2: Federal Relief Funding**

Federal Relief Bill	Marin Transit Allocation	Anticipated Expenditure Year
Coronavirus Aid, Relief, and Economic Security (CARES) Act	\$10.2 million	FY2020, FY2021
Coronavirus Response and Relief Supplemental Appropriation Act of 2021 (CRRSAA)	\$4.2 million	FY2022
American Rescue Plan Act of 2021 (ARPA)	\$6.6 million	FY2022, FY2023
<b>Total</b>	<b>\$20.9 million</b>	

Figure 1: Marin Transit Expenditures by Type

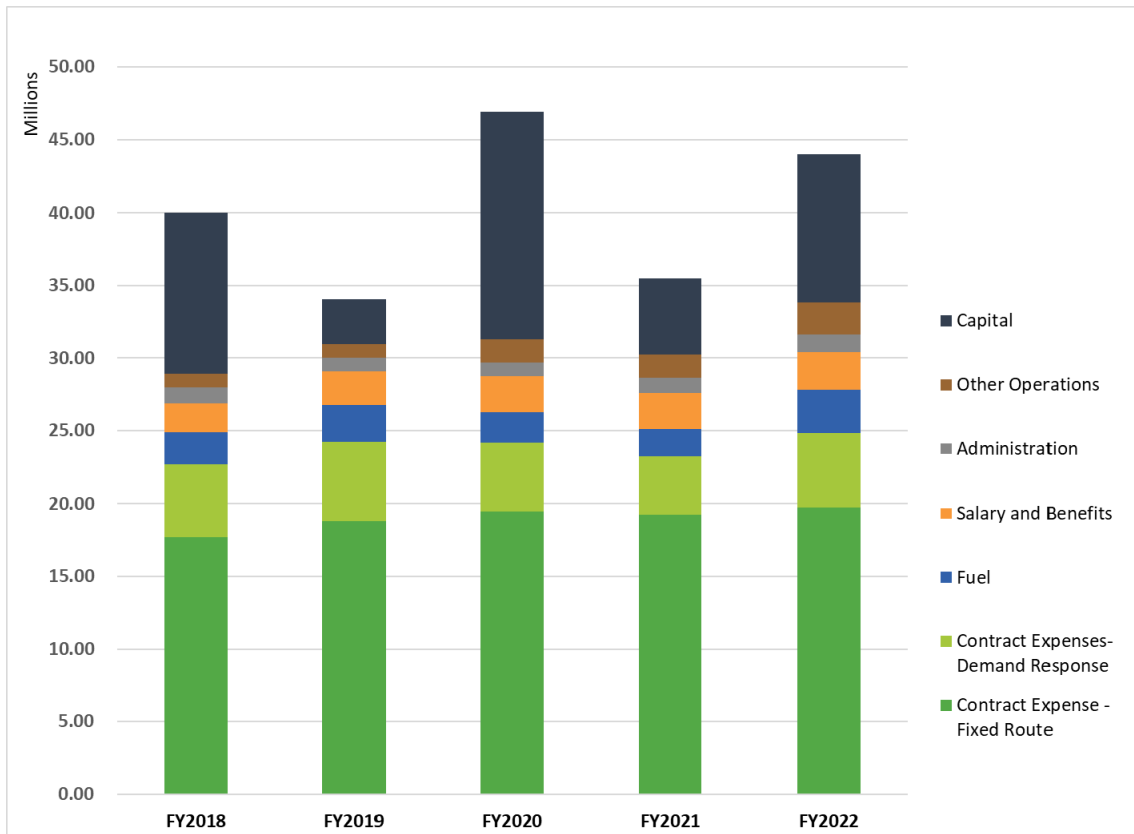
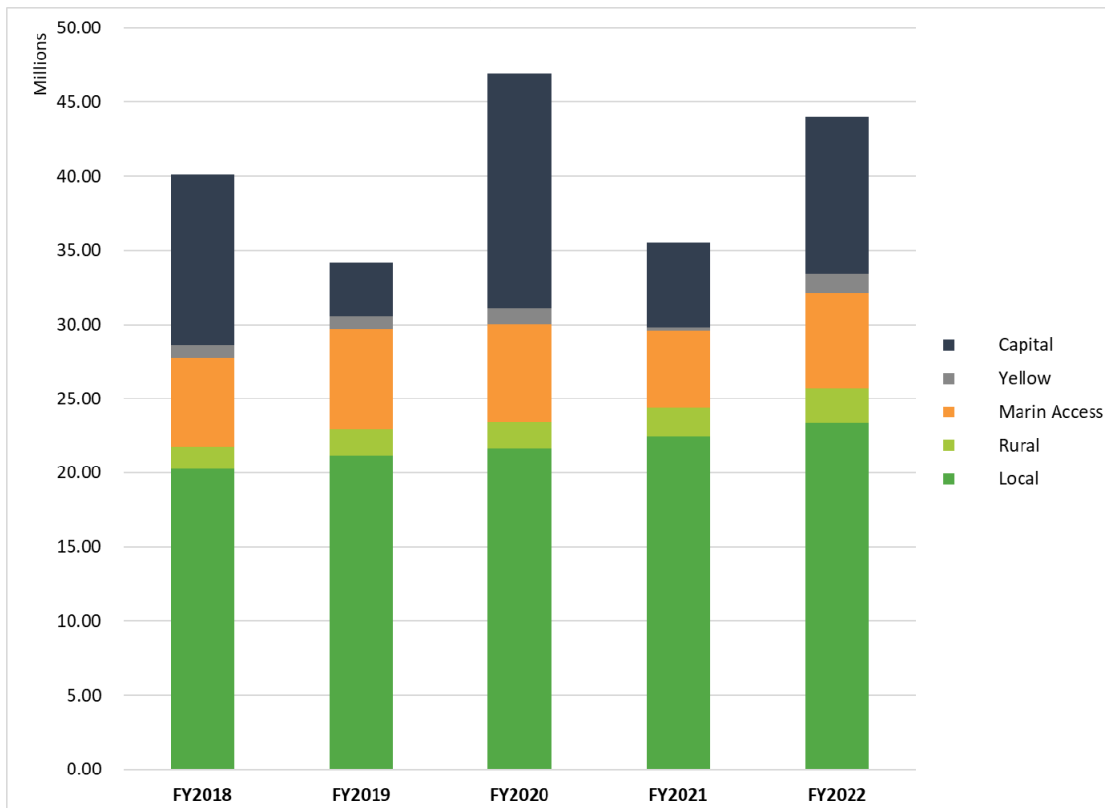


Figure 2: Marin Transit Expenditures by Program



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 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 ensured Marin Transit could continue to provide the needed local transit services in Marin County throughout the pandemic. Since ridership has returned and revenues remain strong the District's short term financial outlook remains strong. 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 zero emission bus charging, 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, purchased a paratransit maintenance facility, in San Rafael in FY2021/22 and initiated a purchase of a small parking facility adjacent to the paratransit maintenance facility in FY2021/22. The District still needs an electric vehicle charging and fixed route maintenance facility.

### **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 FY2021/22, the District budgeted and expended capital reserves on the purchase of the 3000 Kerner Paratransit Maintenance Facility. The District created a budget amendment for an additional expenditure of \$3.5 million in capital reserves on 3010/3020 Kerner. This purchase was not finalized until FY2022/23 and the capital reserves were not expended in FY2021/22. At June 30, 2022, the District fully funded the operational reserves and the capital reserves decreased \$1.3 million from the prior year to \$17.9 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 2021/22 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 7% and 12% higher than the prior year.

The Operations expenditures (table 4) enabled Marin Transit to deliver the transit services detailed in table 3. Marin Transit operated 2% less fixed route revenue service hours than the prior year and 64% more demand response service hours. Muir Woods Shuttle service operated and full season, backup service for capacity restrictions was no longer needed and most supplemental school service was restored. Ross Valley yellow bus service restarted with four buses. Operated service hours on paratransit services were significantly higher than the prior year but still lower than pre-COVID levels and 76% of the budgeted level.

**Table 3: Fiscal Year 2021/22 Transit Services**

Service	FY 2020/21 Revenue Hours	FY2021/22 Budgeted Revenue Hours	FY 2021/22 Actual Revenue Hours	% of Budget
Regular Local and Trunk Line	107,113	118,200	113,682	96%
Community Shuttles	41,712	44,800	41,489	93%
Supplemental, Local & School	22,821	9,000	4,569	51%
Muir Woods Shuttle	166	4,440	4,134	93%
West Marin Stagecoach Service	16,290	20,000	19,636	98%
<b>Fixed Route Subtotal</b>	<b>188,102</b>	<b>196,440</b>	<b>183,510</b>	93%
Novato Dial-A-Ride	890	2,600	1,267	49%
Rural Dial A Ride	454	400	391	98%
Transit Connect (Billable Hours)	6,993	6,120	5,566	91%
Local Paratransit Service	18,964	40,700	31,089	76%
<b>Demand Response Subtotal</b>	<b>27,301</b>	<b>75,135</b>	<b>38,313</b>	51%
Regional Paratransit Service	2,427	4,400	4,383	100%
Yellow School Bus Service	0 buses	6 buses	4 buses	0%
Service	FY 2020/21 Trips	FY 2021/22 Estimated Trips	FY 2021/22 Actual Trips	% of Estimate
Catch A Ride	4,379	9,800	4,100	42%
Volunteer Driver	12,855	13,500	9,613	71%

**Table 4: Operations FY 2021/22 Actuals (Admin, Local, Rural & Marin Access)**

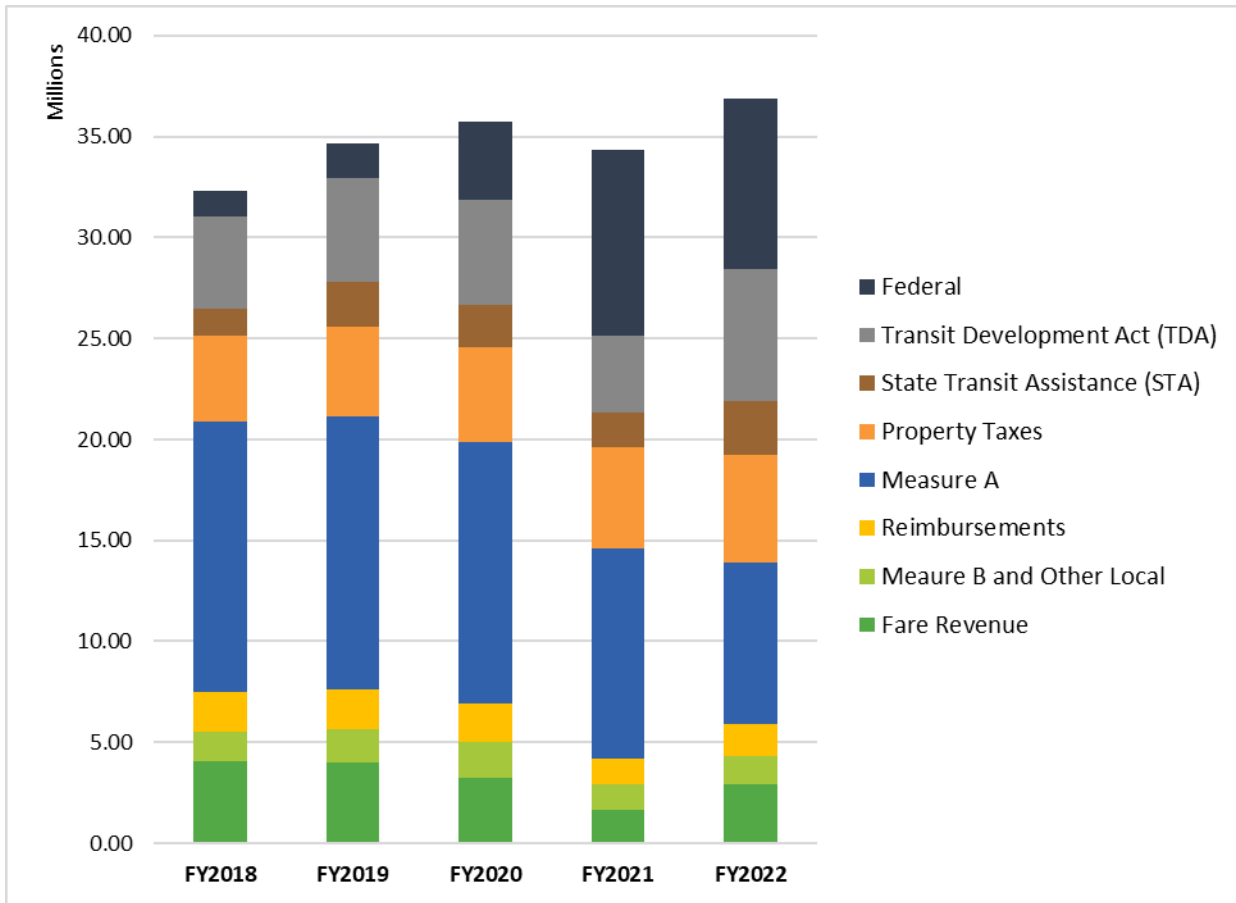
	FY 2020/21 Actual	FY2021/22 Budget- Revised	FY 2021/22 Actual	Percent Budget Used
<b>Revenue</b>				
Fare Revenue	1,654,777	3,017,579	2,931,085	97%
Advertising & Other Revenue	367,408	610,447	553,176	91%
Reimbursements (GGBHTD)	1,267,335	1,342,481	1,622,415	121%
Interest	125,928	160,700	3,027	2%
Measure A	1,106,168	0	0	-
Measure AA	9,159,204	12,726,002	7,956,597	63%
Measure B	910,679	944,943	808,354	86%
Property Taxes	4,975,162	4,940,101	5,341,685	108%
Development Fees	56,556	45,500	62,935	138%
State Transit Assistance (STA)	1,680,205	2,384,860	2,601,124	109%
Transit Development Act (TDA)	3,817,097	5,871,942	6,565,228	112%
Other State	32,769	32,300	32,156	100%
FTA Funds	9,207,534	5,294,542	8,115,859	153%
National Park Service	14,331	418,694	290,824	69%
Transfers to Capital Budget	-6,578	-753,564	-22,206	-
<b>Total Revenue</b>	<b>34,368,575</b>	<b>37,036,527</b>	<b>36,862,259</b>	<b>100%</b>
<b>Expenses</b>				
Salaries and Benefits	2,478,182	2,806,721	2,592,222	92%
Professional Service	315,250	693,752	533,392	77%
Security and Maintenance	220,559	388,631	381,099	98%
Customer Service	681,567	569,638	782,340	137%
Mobility Management Programs	0	92,360	3,942	4%
Grants to External Agencies	232,085	410,406	591,935	144%
Office Supplies	330,566	397,352	318,788	80%
COVID Supplies and Cleaning	219,261	342,000	105,550	31%
General Insurance	63,052	72,928	88,026	121%
Contract Service Operation	23,220,992	26,421,441	24,814,294	94%
Membership & Prof Development	34,694	53,888	44,580	83%
Mileage and Travel	413	25,750	5,095	20%
Marketing	96,232	178,411	56,060	31%
Communication	188,554	264,888	196,614	74%
Fuel	1,891,121	3,121,432	2,997,168	96%
Utilities (Facilities)	0	65,000	36,723	56%
Vehicle and Parking Leases	0	26,236	26,640	102%
Office - Rental and Overhead	140,532	146,260	149,419	102%
Transfers to Capital Budget	-363,742	-346,410	-318,732	92%
<b>Total Expenses</b>	<b>29,749,318</b>	<b>35,730,684</b>	<b>33,405,156</b>	<b>93%</b>
Net Revenue Over Expenditures	4,097,801	1,305,843	3,457,104	



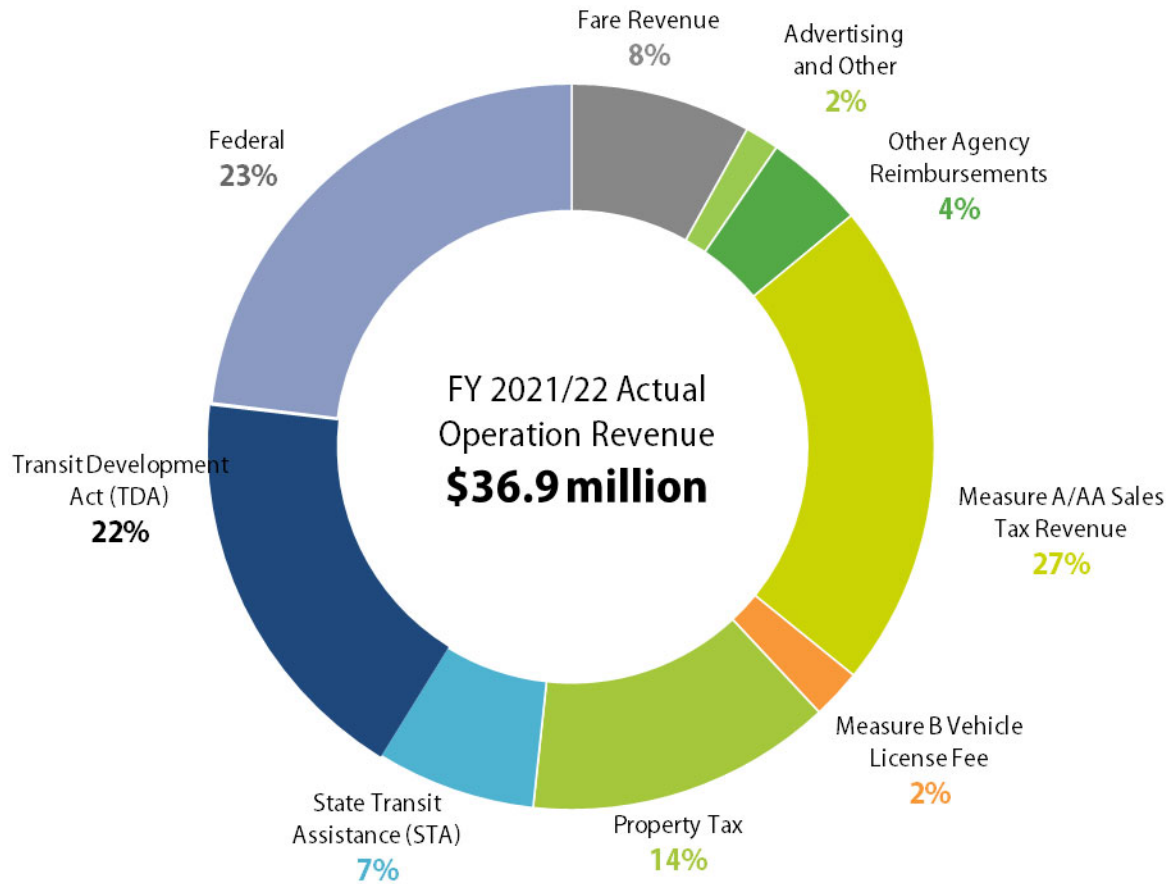
### Revenues

Marin Transit operations revenues were \$36.9 million in FY 2021/22. This represents an increase of \$2.4 million (7%) 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 federal relief bills (figure 3). Measure AA Local Sales Tax continues the largest single source of funding, and the District claimed \$8.0 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 2021/22**



Revenue variances of more than \$100,000 and more than 10% are shown in table 5. Fare revenue increased 77% and is 73% of pre-COVID fares. The increase in revenue is directly related to the returning demand for service.

Reimbursements increased as demand for paratransit service returned and GGBHTD pays for regional paratransit and part of the local paratransit costs. While available Measure AA funding increased with strong sales tax growth, the operations revenues are based on reimbursements and Marin Transit expended less Measure AA funding due to the availability of federal operations funds. Unspent funds are programmed for expenditure in future years when the federal funds are fully expended.

Total federal funds for operations decreased by \$1 million as the final allocations of federal relief funds are fully expended.

State Transit Assistance and Transportation Development Act allocations were significantly higher than the prior year. These allocations include significant revenue carryforward from prior years where declines were projected but not realized.

**Table 5: Operations Revenue Variances >\$100,000 and >10% over Prior Year**

Revenue Category	FY 2021/22 Actual	Variance from Prior Year		Notes
		Amount (\$)	%	
Fare Revenue	\$2,931,085	\$1,276,308	77%	Strong return of ridership
Advertising & Other Revenue	\$553,176	\$185,768	51%	Rush Landing rental revenue plus return of advertising rental
Reimbursements (GGBHTD)	\$1,622,415	\$355,080	28%	Reflects increasing demand for regional and local paratransit service
Interest	\$3,027	(\$122,901)	-98%	Decline in interest rates
Measure A/AA	\$7,956,597	(\$2,308,775)	-29%	Reduced reliance on Local Sales Tax revenue
Measure B	\$808,354	(\$102,325)	-11%	Prior year included more carryforward funds
State Transit Assistance	\$2,601,124	\$920,919	55%	Restoration of available funds
Transportation Development Act	\$6,565,228	\$2,748,131	72%	Restoration of available funds
FTA	\$8,115,859	(\$1,091,675)	-12%	Less Federal Relief funds available
NPS	\$290,824	\$276,493	>1000%	Return of Muir Woods service

**Table 6: Operations Expense Variances >\$100,000 and >10% from Prior Year**

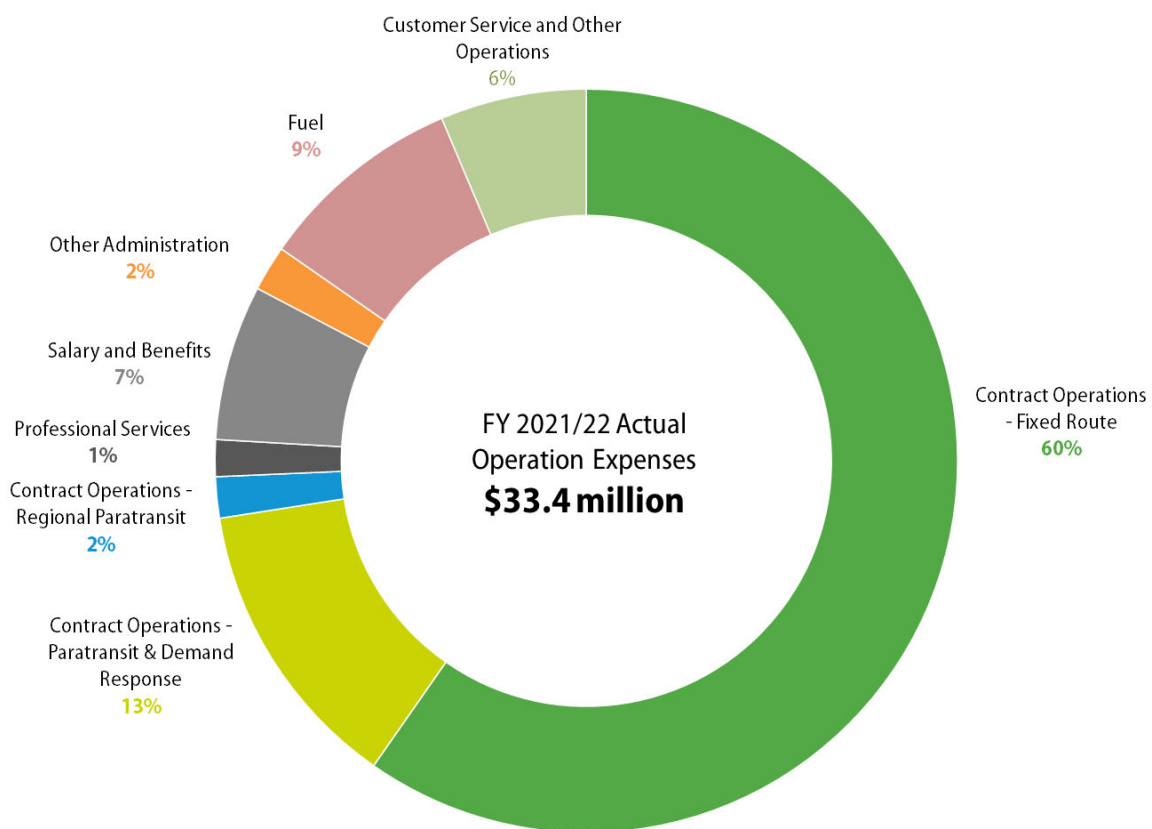
Expense Category	FY 2021/22 Actual	Variance from Prior Year		Notes
		Amount (\$)	%	
Professional Services	\$533,392	\$160,540	73%	Prior year had unusually low professional service costs
Security and Maintenance	\$381,099	\$100,773	15%	Increase in share of San Rafael Transit Center costs due to providing a larger amount of service relative to GGBHTD
Customer Service	\$782,340	\$100,773	15%	Increase in share of GGBHTD provided customer service costs due to providing a larger amount of service relative to GGBHTD
Grants to External Agencies	\$591,935	\$359,850	155%	Restoration of Measure AA yellow bus grants including re-mobilization grants
COVID Supplies and Cleaning	\$105,550	(\$113,711)	-52%	Reduction in need
Contract Service Operation	\$24,814,294	\$1,593,302	7%	Increase in paratransit service hours operated plus increasing contract rates
Fuel	\$2,997,168	\$1,106,047	58%	Rapidly increasing fuel prices

### Expenses

Marin Transit’s FY 2021/22 operations expenses of \$33.4 million (table 4) were 12% higher than in FY2021/22 and 7% below the budget. Expense variations greater than \$100,000 and greater than 10% from the prior year are shown in Table 6. Contract service operations expenses (purchased transportation) were 75% of total operations costs (figure 5, 60% Fixed Route, 13% Local Paratransit, and 2% Regional Paratransit Operations). Contract operations cost were within budget and 7% above the prior year (table 6). Fuel expenses increased by over 50% due to the rise in fuel prices. Grants to External Agencies also increased significantly due to the restoration of yellow bus service and the inclusion of additional funds to programs for re-mobilization costs. (table 6).

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

**Figure 5: Systemwide Operations Expense Categories for FY2021/22**



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 are primarily comprised of property tax revenue. Property tax revenue increased 7% from the prior year and continued to show strong growth.

Marin Transit’s Administrative expenses include staff salaries, benefits, and associated office space (table 8). Administrative costs were 8% under budget and increased 12% from the prior year. The District had one vacant positions at the end of the fiscal year due to an employee departure. Based on payroll hours, Marin Transit employed 15.4 FTEs and ended FY2020/21 with 15 regular employee FTE’s, two part time employees, and one vacant full time position. 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 \$9,369 in administrative fees for the plan.

**Table 7: Marin Transit Staffing Full Time Equivalents (FTEs)**

	FY 2020/21	FY 2021/22
Budget	16.4	16.4
Actual	15.6	15.4

Notes:

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

Legal costs increase significantly due to a legal claim against the district. This claim was settled and the District’s insurance will partially cover these fees. All other expenditures were close to their budgeted amounts.

**Table 8: Administration FY 2021/22 Actuals**

		FY2020/21 Actual	FY2021/22 Budget Original	FY2021/22 Budget Revised	FY2021/22 Actual	Percent Budget Used
<b>Revenue</b>						
4070400	Interest	125,928	160,700	160,700	3,027	2%
4079950	Development Fees	23,894	20,500	20,500	27,505	134%
4079954	Residual ABX 126	32,662	25,000	25,000	35,430	142%
4080101	PropTax-CurrntSecured	4,366,859	4,472,425	4,472,425	4,553,967	102%
4080102	County Fee-Admin Basic Tax	-62,492	-68,494	-68,494	-59,808	87%
4080103	Property Tax-Unitary	39,531	40,170	40,170	45,468	113%
4080104	PropTax-CurrntUnSecur	82,857	80,000	80,000	83,978	105%
4080105	Educ Rev Augm Fund-Redist	451,508	320,000	320,000	551,990	172%
4080106	PropTax-Supp CY SECR	89,757	90,000	90,000	155,358	173%
4080107	PropTax-Supp Unsecured	1,711	1,000	1,000	3,396	340%
4080108	PropTax-Redemption	2,952	2,000	2,000	2,559	128%
4080109	PropTax-Prior Unsecured	2,480	3,000	3,000	4,777	159%
4119940	Other	371	450	450	369	82%
<b>Subtotal Revenue</b>		<b>5,164,066</b>	<b>5,146,751</b>	<b>5,146,751</b>	<b>5,408,016</b>	<b>105%</b>
4700001	Property Tax Transfer	(271,548)	(3,098,005)	(3,009,573)	(1,343,480)	45%
<b>Net Revenue</b>		<b>4,892,518</b>	<b>2,048,746</b>	<b>2,137,178</b>	<b>4,064,536</b>	<b>190%</b>
<b>Expense</b>						
5010200	Salaries	1,526,167	1,800,921	1,800,921	1,496,824	83%
5030301	Benefits	952,015	1,005,800	1,005,800	1,095,399	109%
5030301	Consultant Services	86,368	206,000	206,000	142,827	69%
5030304	Prof Services – Legal	15,999	103,000	103,000	135,851	132%
5030305	Prof Svcs - Audit	35,898	37,693	37,693	39,867	106%
5049901	Office Supplies	3,035	13,390	13,390	7,099	53%
5049902	Small Furn/Equip	10,193	10,300	10,300	7,001	68%
5049903	Software Maintenance	90,751	90,000	90,000	93,898	104%
5049904	Copier Suppl & Srvc	8,286	10,017	10,017	7,903	79%
5049905	Postage	1,062	3,377	3,377	1,124	33%
5049906	Computers	9,282	22,145	22,145	15,931	72%
5049911	COVID -Supplies and Cleaning	561	0	0	2,704	NA
5050201	Communication - Phone	32,009	33,475	33,475	38,574	115%
5060301	Insurance - Gen Liability	63,052	72,928	72,928	88,026	121%
5090101	Memberships & Prof Dev.	34,694	53,888	53,888	44,580	83%
5090202	Mileage and Travel	413	25,750	25,750	5,095	20%
5090801	Marketing	2,068	13,911	13,911	5,440	39%
5121200	Office Rental	140,532	146,260	146,260	149,419	102%
<b>Subtotal Expense</b>		<b>3,012,385</b>	<b>3,648,855</b>	<b>3,648,855</b>	<b>3,377,562</b>	<b>93%</b>
5100100	Salary/Benefit Transfers	(2,305,491)	(2,654,451)	(2,263,258)	85%	85%
5100101	Transfer Overhead	(444,644)	(563,590)	(496,732)	88%	88%
<b>Net Expense</b>		<b>262,250</b>	<b>430,814</b>	<b>430,814</b>	<b>617,572</b>	<b>143%</b>

## 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.

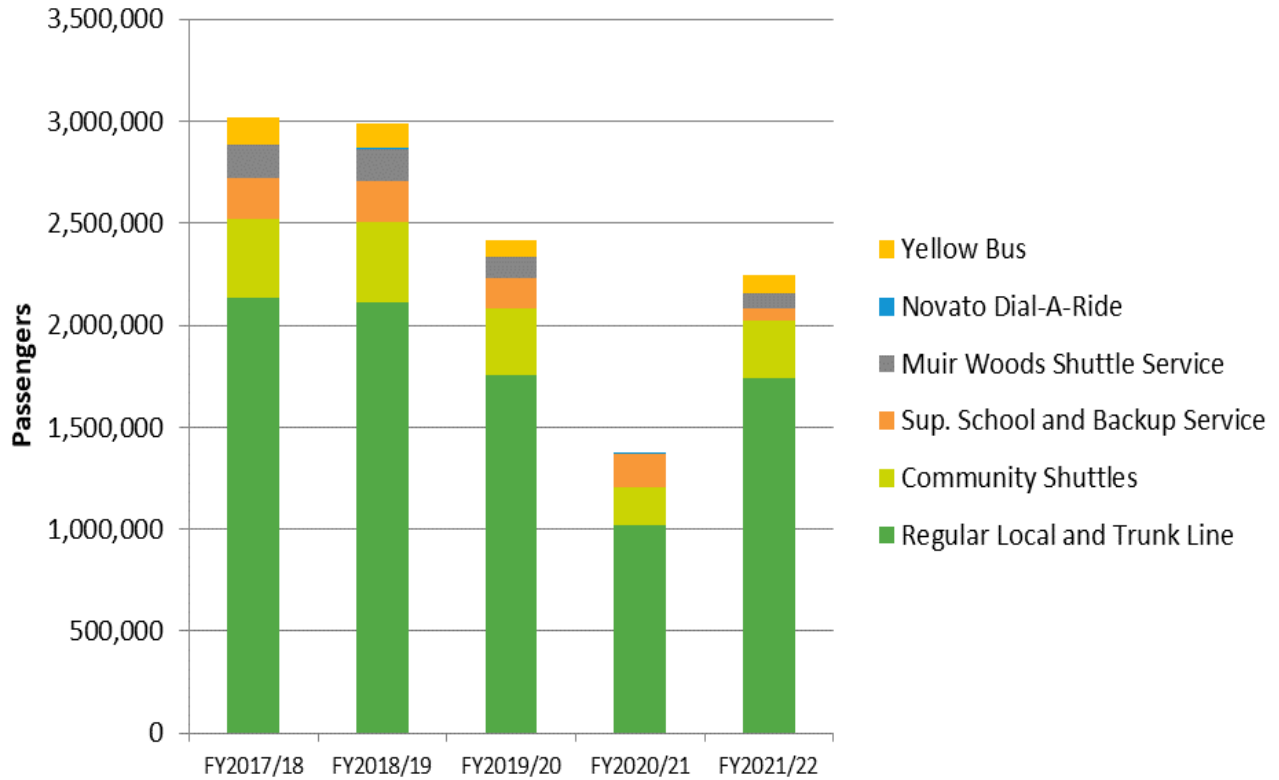
Marin Transit reduced service to pre-COVID levels as capacity restrictions on buses eased and additional service was not needed to reduce pass-ups in key corridors. As a result, even with the restoration of Muir Woods Shuttle and most supplemental school routes, Marin Transit operated 5% less service than FY2020/21 (figure 7). However, unlinked passenger trips increased 57% with the return of ridership to over 75% of pre-COVID levels (figure 6). The District's annual performance report provides more analysis of ridership trends.

Total expenses for local service increased 3 percent over the previous fiscal year (table 9). Local service costs 94% of budget. Fuel costs increased 43% but were within budget since the budget includes allowances for significant price fluctuation.

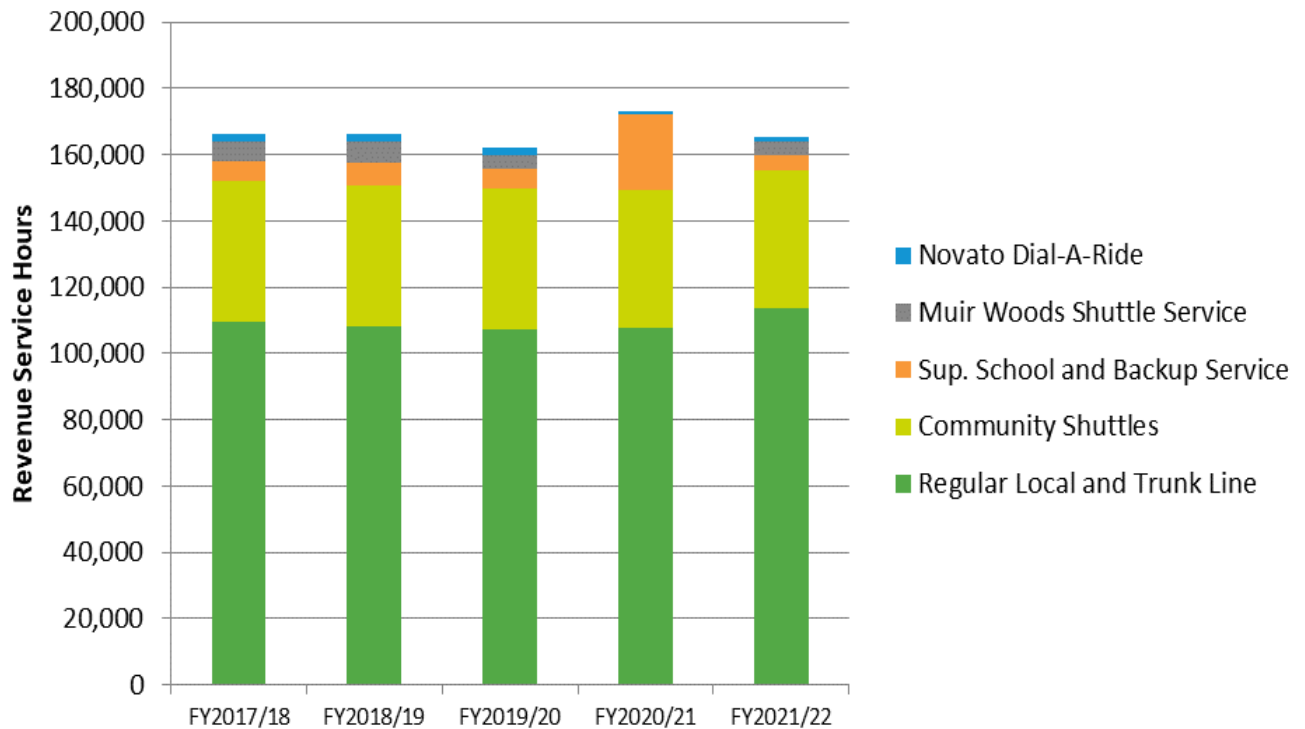
Local Service is primarily funded with State Transit Assistance (STA), Transportation Development Act (TDA), local Measure A/AA sales tax, and fare revenue. Fare revenue from local service was about 73% of pre-COVID fares. Marin Transit expended \$6.6 million in federal COVID relief funding on local service in FY2021/22 and has \$3.6 million in remaining ARPA funds.

Marin Transit had no discretionary grant funds for local service in FY 2021/22.

**Figure 6: Local Unlinked Passenger Trips by Program**



**Figure 7: Local Revenue Service Hours by Program**





**Table 9: Local Service FY 2021/22 Actuals**

		FY2020/21 Actual	FY2021/22 Budget Original	FY2021/22 Budget Revised	FY2021/22 Actual	Percent Budget Used
<b>Revenue</b>						
4020000	Special Fares - Pd by Anthr Agcy	198,763	556,323	556,323	437,028	79%
4060301	Advertising Revenue	201,573	273,712	273,712	232,513	85%
4070301	Lease of Property	165,835	336,735	336,735	320,663	95%
4092001	Measure A Sales Tax	944,535	0	0	0	-
4092005	Measure AA - Sales Tax	6,979,897	8,680,992	8,680,992	3,709,895	43%
4110102	Transportation Development Act	3,817,097	5,871,942	5,871,942	6,565,228	112%
4110101	State Transit Assistance -Pop	766,220	824,860	824,860	1,041,124	126%
4110105	State Transit Assistance -Rev.	853,985	1,500,000	1,500,000	1,500,000	100%
4119904	State - SREC Credits	14,010	16,000	16,000	13,528	85%
4119910	Fed-FTA 5307 Formula	70,520	0	0	0	-
4139914	Fed- FTA 5307 COVID Relief Funds	6,760,570	3,654,814	3,654,814	6,654,814	182%
4139951	National Park Service	14,177	418,544	418,544	290,671	69%
4140100	Fare Revenue	1,270,458	1,563,217	1,563,217	1,762,474	113%
<b>Subtotal Revenue</b>		<b>22,057,640</b>	<b>23,697,139</b>	<b>23,697,139</b>	<b>22,527,938</b>	<b>95%</b>
4700001	Property Tax Transfer	6,045	300,000	300,000	200,441	67%
4700002	Program Revenue Transfer	33,412	80,000	80,000	44,431	56%
<b>Total Revenue</b>		<b>22,097,097</b>	<b>24,077,139</b>	<b>24,077,139</b>	<b>22,772,810</b>	<b>95%</b>
<b>Expense</b>						
5030301	Consultant Services	97,394	210,000	210,000	98,603	47%
5030310	Fare Processing Charges	14,679	18,035	18,035	21,821	121%
5030320	Customer Service	352,011	338,910	338,910	584,338	172%
5030602	Custodial Service	0	68,291	68,291	40,325	59%
5030701	Security Services	220,501	298,324	298,324	294,721	99%
5040101	Fuel	1,451,828	2,268,597	2,265,407	2,070,224	91%
5040160	Electrical Power	40,695	120,000	120,000	61,579	51%
5040180	Utilities (Facility)	0	35,000	35,000	26,160	75%
5049902	Small Furniture/Equip	1,586	10,000	10,000	11,560	116%
5049903	Software	38,188	43,260	43,260	41,874	97%
5049911	COVID-Supplies and Cleaning	173,290	244,927	244,927	69,568	28%
5050200	Communication	108,810	128,454	128,454	107,927	84%
5080101	Purchased Transportation	17,718,445	18,374,221	18,374,221	17,518,227	95%
5090801	Marketing	60,229	90,000	90,000	32,612	36%
<b>Subtotal Expense</b>		<b>20,277,656</b>	<b>22,248,019</b>	<b>22,244,829</b>	<b>20,979,541</b>	<b>94%</b>
5100100	Salary/Benefit Transfers	1,541,638	1,801,776	1,801,776	1,488,314	83%
5100101	Overhead Transfer	277,803	307,752	307,752	304,955	99%
<b>Total Expense</b>		<b>22,097,097</b>	<b>24,357,547</b>	<b>24,354,357</b>	<b>22,772,810</b>	<b>94%</b>

## Rural Service

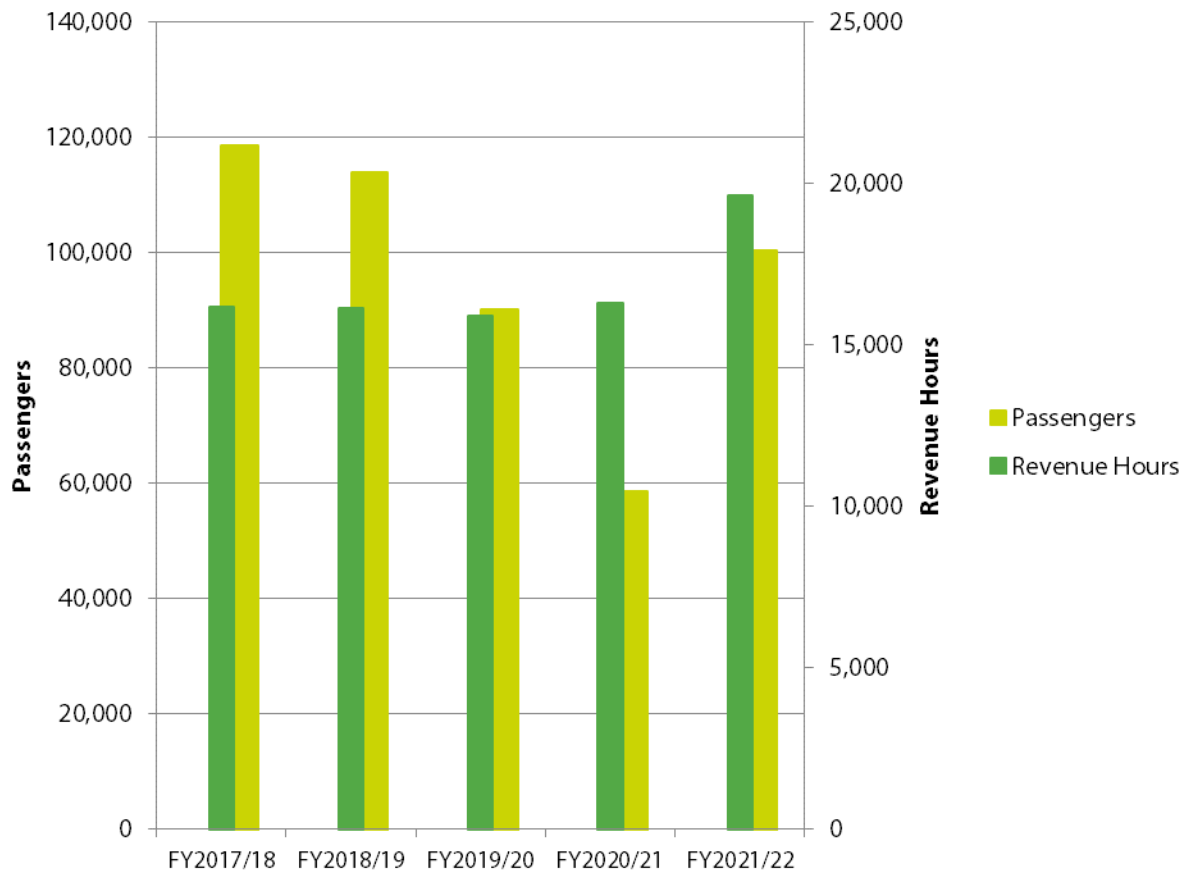
Rural Service is operated as the West Marin Stagecoach Service and includes the Northern Route 68, the Southern Route 61, and limited Dial A Ride service in Point Reyes, Dillon Beach and Tomales. All Rural revenues and expenses are shown in Table 10. In FY2021/22, the District operated temporarily increased service levels with 20% more service, primarily on the weekends. Actual expenses 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. Rural ridership has rebounded strongly and was 88% of pre-COVID ridership (figure 8) and fares were 76% of pre-COVID (FY2018/19) fare revenue.

The District expended \$304,048 in Federal 5311 CARES Act funding to offset the losses in fares and sales tax revenues.

**Table 10: Rural Service FY 2021/22 Actuals**

		FY2020/21 Actual	FY2021/22 Budget Original	FY2021/22 Budget Revised	FY2021/22 Actual	Percent Budget Used
<b>Revenue</b>						
4092001	Measure A Sales Tax	27,059	0	0	0	-
4092005	Measure AA Sales Tax	564,320	664,630	664,630	664,630	100%
4139920	Fed-FTA 5311 Rural	0	231,649	231,649	228,695	99%
4139923	Fed-FTA 5311 Federal Relief	1,028,695	523,877	523,877	304,048	58%
4140100	Fare Revenue	52,419	81,474	81,474	84,194	103%
<b>Subtotal Revenue</b>		<b>1,672,493</b>	<b>1,501,630</b>	<b>1,501,630</b>	<b>1,281,567</b>	<b>85%</b>
4700001	Property Tax Transfer	258,925	1,158,429	1,158,429	1,072,698	93%
<b>Total Revenue</b>		<b>1,931,418</b>	<b>2,660,059</b>	<b>2,660,059</b>	<b>2,354,265</b>	<b>89%</b>
<b>Expense</b>						
5030301	Consultant Services	8,090	15,914	15,914	7,059	44%
5040101	Fuel	158,951	257,829	257,829	367,930	143%
5040180	Utilities - facility	0	0	0	37	
5049902	Equipment	1,642	5,000	5,000	0	0%
5049911	COVID-Supplies and Cleaning	5,014	13,073	13,073	103	-
5050205	Communication-AVL	12,887	18,182	18,182	12,454	68%
5050206	Communication-Data	697	1,126	1,126	0	0%
5080101	Purchased Transportation	1,624,308	1,909,351	1,912,025	1,843,963	96%
5090801	Marketing	6,197	20,000	20,000	5,379	27%
<b>Subtotal Expense</b>		<b>1,817,786</b>	<b>2,240,475</b>	<b>2,243,149</b>	<b>2,236,925</b>	<b>100%</b>
5100100	Salary/Benefit Transfers	96,282	124,348	124,348	97,385	78%
5100101	Transfer Overhead	17,350	37,310	37,310	19,954	53%
<b>Total Expense</b>		<b>1,931,418</b>	<b>2,402,133</b>	<b>2,404,807</b>	<b>2,354,264</b>	<b>98%</b>

**Figure 8: Rural Stagecoach Revenue Hours and Unlinked Passenger Trips**



### Marin Access (Paratransit and Mobility Management)

The Marin Access FY2021/22 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. These programs include on demand CONNECT service, Catch A Ride taxi service, and a volunteer driver program.

The COVID-19 pandemic reduced paratransit demand more significantly than fixed route service and the demand has returned more slowly. Ridership was 40% percent higher than the prior year (Figure 9) and 48% of pre- COVID (FY2018/19) levels. 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. This contract was competitively procured, and a new contract operator started service in February 2022. This contractor is based out of the Marin Transit owned paratransit maintenance facility at 3000 Kerner in San Rafael, with vehicle park outs at GGBHTD properties in San Rafael and Novato.

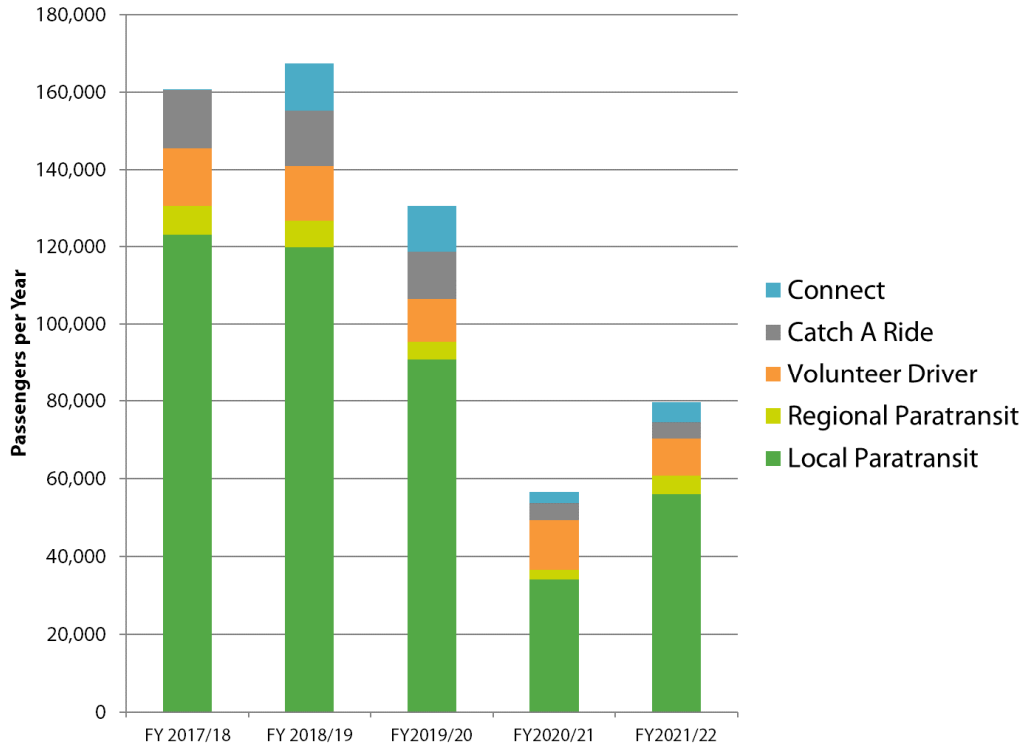
With fewer revenue hours operated (figure 10), Marin Access costs are below pre- COVID expenses (94% of FY2018/19 expenses) and were 88% of budget (table 11). Fuel costs increased rapidly with rising gasoline costs and exceeded the budget by 4% (table 11). The low passenger levels continue to result in high Marin Access blended cost per trip. The costs per trip was \$87 in FY2021/22 and \$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 \$2.8 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 63% higher than the prior year and 70% of pre COVID (FY2018/19) fares. GGBHTD reimburses all direct costs for providing regional paratransit and provides funding for about 20% of local paratransit based on their relative share of local fixed route trips, down from 22% in the prior year.

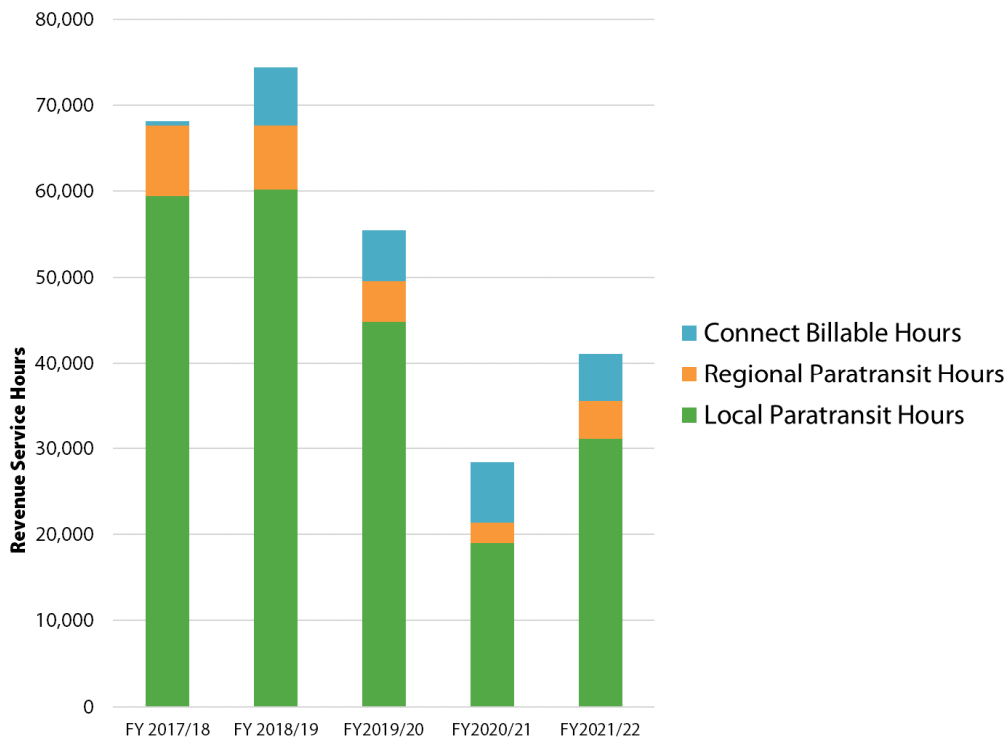
Marin Transit expended the following discretionary grant funds for Marin Access service in FY 2021/22:

FY 2021/22 Expenditure	Total Grant Award	Program	Source
\$80,146	\$162,800	Mobility Management	FTA Section 5310 discretionary

**Figure 9: Marin Access Ridership**



**Figure 10: Marin Access Revenue Hours**



**Table 11: Marin Access FY 2021/22 Actuals**

	FY2020/21 Actual	FY2021/22 Budget Original	FY2021/22 Budget Revised	FY2021/22 Actual	Percent Budget Used
<b>Revenue</b>					
4092001 Measure A Sales Tax	134,574	0	0	0	N/A
4092005 Measure AA Sales Tax	1,353,396	2,767,180	2,767,180	2,767,189	100%
4099950 Measure B	910,679	944,943	944,943	808,354	86%
4110101 State Transit Assistance	60,000	60,000	60,000	60,000	100%
4119910 State Prop Tx Relief HOPTR	18,541	16,000	16,000	18,412	115%
4139910 Fed-FTA 5307 Urbanized Area Formula	697,574	802,802	802,802	802,802	100%
4139915 Fed-FTA 5307 Federal Relief	559,614	0	0	0	N/A
4139941 Fed-FTA 5310 Mobility	90,561	81,400	81,400	80,146	98%
4139917 Fed-FTA 5310 Federal Relief	0	0	0	45,354	N/A
4140100 Fare Revenue	133,137	242,900	242,900	219,082	90%
4601003 GGBHTD – Local Paratransit Payment	693,171	527,331	527,331	921,650	175%
4601004 GGBHTD – Reg Paratransit Payment	574,164	705,473	705,473	654,653	93%
<b>Subtotal Revenue</b>	<b>5,225,411</b>	<b>6,148,029</b>	<b>6,148,029</b>	<b>6,377,642</b>	<b>104%</b>
4700001 Property Tax Transfer	0	784,361	784,361	48,134	-
4700002 Program Revenue Transfer	-33,412	-80,000	-80,000	-44,431	56%
<b>Total Revenue</b>	<b>5,191,999</b>	<b>6,852,390</b>	<b>6,852,390</b>	<b>6,381,345</b>	<b>93%</b>
<b>Expense</b>					
5030301 Consultant Services	52,189	83,900	83,900	107,001	128%
5030310 Fare Processing Charges	61	0	0	1,173	N/A
5030320 Customer Service	329,556	339,442	230,728	198,002	86%
5030602 Custodial Service	0	20,000	20,000	5,188	26%
5030701 Security Services	0	0	0	4,662	N/A
5040101 Fuel	239,647	478,197	478,197	497,434	104%
5040180 Utilities (Facility)	0	30,000	30,000	10,525	35%
5049902 Small Furn/Equip	0	10,000	10,000	23	0%
5049903 Software	166,425	178,064	178,064	131,383	74%
5049911 COVID- Supplies and Cleaning	40,395	84,000	84,000	33,174	39%
5050201 Communication - Phone	0	0	0	567	N/A
5050204 Communication-MERA Radio	20,204	22,246	22,246	22,962	103%
5050206 Communication-Data	13,948	35,000	35,000	14,129	40%
5080101 Purchased Transportation	3,327,108	4,335,581	4,836,797	4,281,305	89%
5080102 Purchased Transportation - Regional	551,131	659,320	616,274	597,625	97%
5090801 Marketing	27,738	51,500	51,500	12,630	25%
5098001 Misc-Exp Transit User Training	0	12,360	12,360	3,942	32%
5098002 Gap Grant	0	80,000	80,000	0	0%
<b>Subtotal</b>	<b>4,768,402</b>	<b>6,419,610</b>	<b>6,769,066</b>	<b>5,921,725</b>	<b>87%</b>
5100100 Salary/Benefit Transfers	358,919	355,281	355,281	380,269	107%
5100101 Transfer Overhead	64,677	106,599	106,599	77,917	73%
<b>Total Expense</b>	<b>5,191,998</b>	<b>6,881,490</b>	<b>7,230,946</b>	<b>6,379,911</b>	<b>88%</b>

## Yellow Bus Program

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 restarted operation in FY2021/22 with a four vehicle operation. The service was reduced to five buses from six buses to control program costs, reflect enrollment changes and incorporate more efficient scheduling. Marin Transit 's yellow bus program also includes making grants of Measure AA funds to other eligible county yellow bus programs. These grants increased and included additional funds for program remobilization.

**Table 12: Yellow Bus Service FY 2021/22 Actuals**

		FY2020/21 Actual	FY2021/22 Budget Original	FY2021/22 Budget Revised	FY2021/22 Actual	Percent Budget Used
<b>Revenue</b>						
4030000	Fares - Paid by Another Agency	0	151,000	151,000	151,000	100%
4090101	Fee For Service	0	109,677	109,677	46,112	42%
4092005	Measure AA Sales Tax	261,591	613,200	613,200	814,883	133%
4140105	Fare Revenue - Yellow Bus	0	422,665	422,665	277,307	66%
<b>Subtotal Revenue</b>		<b>261,591</b>	<b>1,296,542</b>	<b>1,296,542</b>	<b>1,289,302</b>	<b>99%</b>
4700001	Property Tax Transfer	0	13,219	13,219	0	0%
<b>Total Revenue</b>		<b>261,591</b>	<b>1,309,761</b>	<b>1,309,761</b>	<b>1,289,302</b>	<b>98%</b>
<b>Expense</b>						
5030301	Consultant Services	3,600	0	0	3,420	-
5030310	Fare Processing Charges	1,029	19,210	19,210	10,206	53%
5030602	Custodial Service	0	2,016	2,016	1,767	88%
5049903	Equipment	0	1,800	1,800	15	1%
5049903	Software	118	0	0	978	-
5050205	Communication-AVL	0	16,327	16,327	0	0%
5050206	Communication-Data	0	10,079	10,079	0	0%
5080103	Yellow Bus School Service	0	682,124	682,124	573,174	84%
5090801	Marketing	0	3,000	3,000	0	0%
5098008	Measure AA Ylw Bus Grants	232,085	410,406	410,406	591,935	144%
5120401	Leases and Rentals	0	26,236	26,236	26,640	102%
<b>Subtotal Expense</b>		<b>236,832</b>	<b>1,171,198</b>	<b>1,171,198</b>	<b>1,208,135</b>	<b>103%</b>
5100100	Salary/Benefit Transfers	25,184	106,584	106,584	60,141	56%
5100101	Transfer Overhead	4,538	31,980	31,980	12,323	39%
<b>Total Expenses</b>		<b>266,554</b>	<b>1,309,762</b>	<b>1,309,762</b>	<b>1,280,599</b>	<b>98%</b>

### Capital

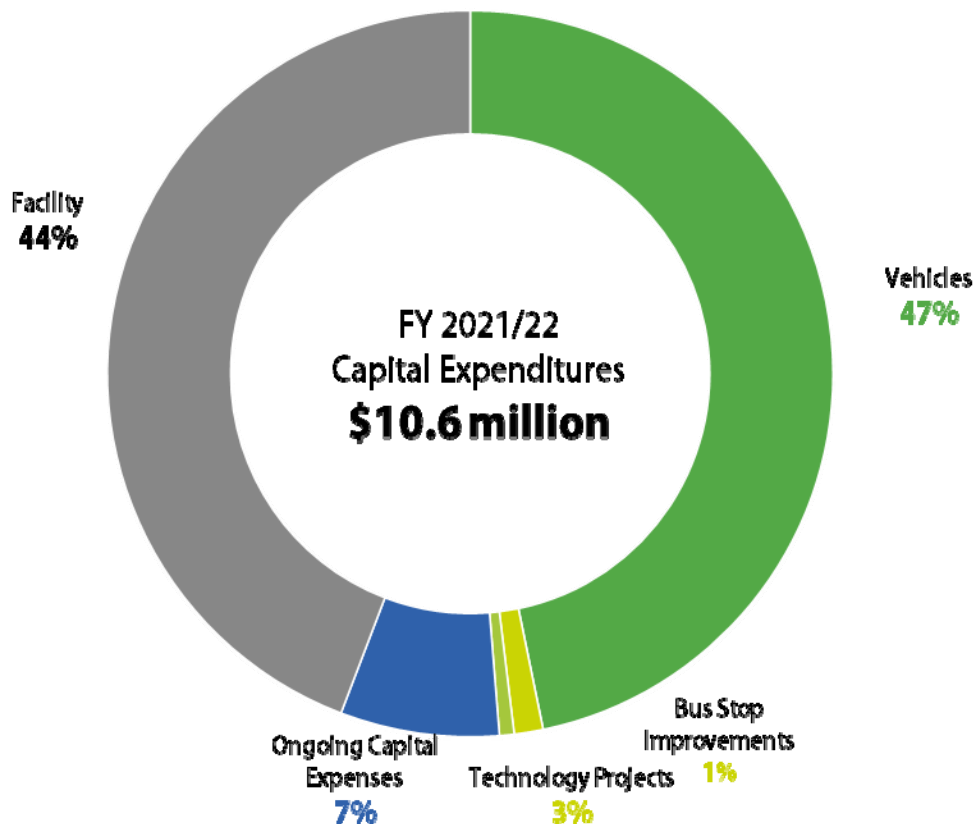
Marin Transit’s Capital Program includes all expenses related to purchasing and maintaining the transit system’s capital assets (table 14). This includes vehicle purchases, vehicle leasing, bus stop improvements, technology projects, communication systems, facilities purchases and improvements (figure 8). A more detailed status report of the District’s capital projects is included in the Attachment B - FY 2021/22 Capital Report.

In FY 2021/22, capital expenditures were \$10.6 million. The expenditures included the following major projects:

- Purchase of 4-40ft Electric Buses (replacements)
- Purchase of 2 XHF (Rural) XHF Vehicles (replacements)
- Paratransit Maintenance Facility purchase and improvements (3000 Kerner)
- Initiation of ADA Bus Stop Improvement Project; and
- Completion of the Realtime Sign Project

Vehicle purchases were 74% of the total expenditures and Facility costs were 44% of total expenditures.

**Figure 11: Capital Expenditures by Categories**



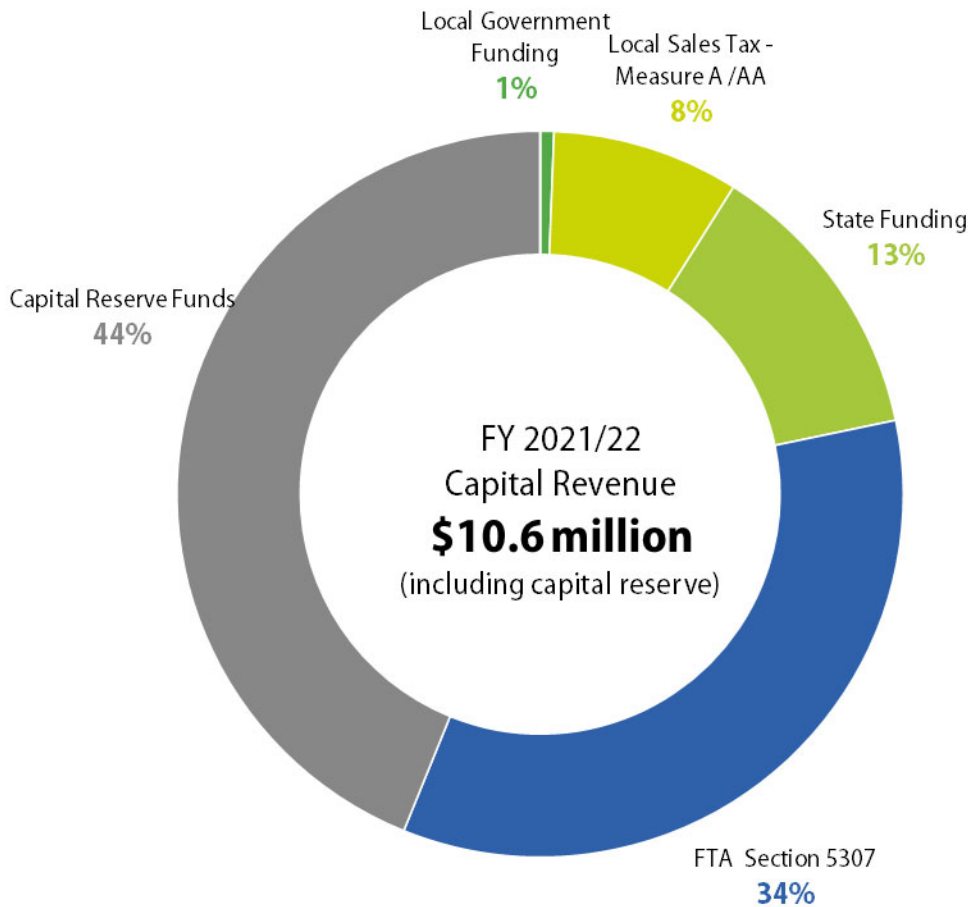


### Capital Revenue

Marin Transit’s capital program is typically 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 FY2021/22, Marin Transit expended \$4.6 million in capital reserve funds on the purchase and improvements to the paratransit maintenance facility and for improvements to the Rush Landing parking and electric vehicle charging site. Capital revenues by type are shown in 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 FY2021/22, Marin Transit expended \$886,172 of Measure A and AA funds primarily for the matching funds for vehicle purchases. State funds through the Low Carbon Transit Operations Program (LCTOP) provided \$1.4 million towards the purchase of the four 40ft electric buses.

**Figure 12: Capital Revenue Categories**



**Table 14: Capital FY 2021/22 Actuals**

		Total Project Budget	FY2021/22 Budget	FY2021/22 Revised	FY2021/22 Actual	Total Project Expenditures
EA	Replace 2 Artics with 4 - 40ft Electric	4,366,507	4,357,915	4,356,883	4,063,315	4,072,939
PD	Purchase 5 paratransit replacements	505,000	505,000	505,000	2,406	2,406
PE	Purchase 1 electric paratransit	300,000	5,000	5,000	0	0
XC	Purchase 2 XHF Replacements	906,241	900,094	900,443	907,062	912,860
HY	Hybrid Battery Replacements	300,500	150,000	150,000	0	0
NR	Staff Car	49,000	49,000	49,000	321	321
<b>Subtotal Vehicles</b>		<b>6,427,248</b>	<b>5,967,009</b>	<b>5,966,326</b>	<b>4,973,104</b>	<b>4,988,526</b>
BN	Novato Bus Stop Shelters	61,115	61,115	61,115	1,063	1,063
BP	ADA Bus Stop Improvements	303,000	303,000	303,000	135,722	135,722
<b>Subtotal Bus Stop Improvements</b>		<b>364,115</b>	<b>364,115</b>	<b>364,115</b>	<b>136,785</b>	<b>136,785</b>
FS	Facility - Rush Landing Improvements	2,800,000	2,680,000	2,637,957	586,771	748,814
FA	Facility- Maintenance Facility	3,625,000	100,000	3,285,630	2,941,363	3,280,733
FD	Facility - Kerner Improvements	1,100,000	1,000,000	1,100,000	996,220	996,220
FE	Facility - Kerner Parking ROW	3,650,000	0	200,000	175,293	175,293
YF	Yellow Bus Parking Facility	3,000,000	3,000,000	3,000,000	0	0
<b>Subtotal Facility</b>		<b>14,175,000</b>	<b>6,780,000</b>	<b>10,223,587</b>	<b>4,699,647</b>	<b>5,201,060</b>
RT	Realtime Signs	212,394	30,318	55,268	69,277	226,403
<b>Subtotal Technology Projects</b>		<b>212,394</b>	<b>30,318</b>	<b>55,268</b>	<b>69,277</b>	<b>226,403</b>
GG	Golden Gate Capital Costs (GG)	17,000	17,000	17,000	20,454	20,454
BM	Bus Stop Maintenance (BM)	120,000	120,000	120,000	108,234	108,234
VR	Major Vehicle Repairs (VR)	200,000	200,000	200,000	40,711	40,711
IF	Infrastructure Support (IF)	360,000	360,000	360,000	583,655	583,655
<b>Subtotal Ongoing Capital Expenses</b>		<b>697,000</b>	<b>697,000</b>	<b>697,000</b>	<b>753,054</b>	<b>753,054</b>
<b>Total Expenditures</b>		<b>21,875,757</b>	<b>13,838,442</b>	<b>17,306,296</b>	<b>10,631,867</b>	<b>11,305,828</b>

**Attachment 1: FY 2021/22 Budget Amendments**

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
2022-01 (moved from 2022-03)	12/6/2021	Roll forward of FY2021 Capital Project expenditures;	Capital	Capital	EA	5230101 Vehicles	\$4,357,915	(\$1,032)	\$4,356,883
					XC	5230101 Vehicles	\$900,094	\$349	\$900,443
					FS	5230104 Facilities	\$2,680,000	(\$42,043)	\$2,637,957
					FA	5230104 Facilities	\$100,000	\$3,185,630	\$3,285,630
					FD	5230104 Facilities	\$1,000,000	\$100,000	\$1,100,000
					RT	5230102 Equipment	\$30,318	\$24,950	\$55,268
		Total Change for 2022-03							
2022-02	9/13/2021	Increase local paratransit budget and adjust LPT/LPG split	Operations	LPT	NA	5080101- Purchased Transportation	\$2,940,912	\$192,093	\$3,133,005
			Operations	LPG	NA	5080101- Purchased Transportation	\$401,033	\$252,411	\$653,444
		Decrease regional paratransit budget	Operations	RPT	NA	5080101- Purchased Transportation	\$659,320	(\$43,046)	\$616,274
		Increase Transit Connect Budget	Operations	TCT	NA	5080101- Purchased Transportation	\$533,726	\$56,712	\$590,438
		Increase Rural Dial A Ride Budget	Operations	TOM	NA	5080101- Purchased Transportation	\$32,845	\$2,674	\$35,519
		Increase Novato Dial A Ride Budget	Operations	NDR	NA	5040152-Oil and Fuel	\$241,500	(\$3,190)	\$238,310

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final	
		Decrease customer service (moved to purchased transportation)	Operations	MMP	NA	5030320- Customer Service	\$33,944	\$5,338	\$39,282	
			Operations	LPG	NA	5030320- Customer Service	\$12,269	(\$5,153)	\$7,116	
			Operations	LPT	NA	5030320- Customer Service	\$116,285	(\$48,840)	\$67,445	
			Operations	RPT	NA	5030320- Customer Service	\$7,223	(\$3,034)	\$4,189	
			Operations	TCT	NA	5030320- Customer Service	\$33,944	(\$14,256)	\$19,688	
			Operations	CAR	NA	5030320- Customer Service	\$101,823	(\$42,769)	\$59,054	
		Total Change for 2022-02							(\$348,940)	
2022-03	5/5/2022	Add project to purchase 3010/3020 Kerner facility	Capital	CPT	FE	5230104 Facilities (FY22)	\$0	\$200,000	\$200,000	
					FE	Total Project Budget	\$0	\$3,650,000	\$3,650,000	

**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**

	<b>July 1, 2020– June 30, 2021</b>	<b>July 1, 2021– June 30, 2022</b>
<b>Starting Balance</b>	\$1,340,654	\$2,015,736
<b>Contributions<sup>1</sup></b>	\$239,959	\$247,087
<b>Admin Expenses</b>	(\$8,033)	(\$9,858)
<b>Withdrawals</b>	\$0	(\$109,099)
<b>Earnings</b>	\$453,174	(\$389,918)
<b>Ending Balance</b>	\$2,015,736	\$1,820,656
<b>Estimated Average Annual Rate of Return<sup>2</sup></b>	27%	(17%)
<b>Total Participants</b>	24	24
<b>Prior Employee Participants</b>	10	9
<b>Active Participants</b>	14	15
<b>Ineligible employees</b>	1	2
Tier 1 (15%)	7	7
Tier 2 (13%)	4	5
Tier 3 (10%)	3	3

<sup>1</sup> Through 6/30 payroll (full accrual basis)

<sup>2</sup> Calculated based on an average of the quarterly returns on invested assets

## Capital Projects Report FY2021/22

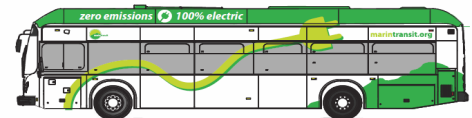
This capital project report provides details for FY2021/22. Project descriptions and status are given for all major capital projects. Projects are grouped according to project type as shown below.

	Total Project Budgets	Total Expended FY2022	Total Project Expenditures
Vehicles	\$6,427,248	\$4,973,104	\$4,988,526
Bus Stop Improvements	\$364,115	\$136,785	\$136,785
Facility	\$10,525,000	\$4,699,647	\$5,201,060
Technology Projects	\$212,394	\$69,288	\$226,403
Ongoing Capital Expenses	\$697,000	\$753,054	\$753,054 (annual)
	<b>\$18,225,757</b>	<b>\$10,631,878</b>	<b>\$11,305,828</b>

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

**Concept:** Replace three 60ft Artics with four 40ft Electric Buses

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



**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. All vehicles have been delivered and are waiting for charging infrastructure to be put into service.

VEHICLES

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion
EA	\$4,366,507	\$4,072,939	95%	Jun-22

### Purchase 5 Paratransit Vehicles (Replacements) Total Project Budget \$505,000

**Concept:** Purchase 16 Paratransit Replacements

**Funding:** \$414,100 Federal 5307  
 \$90,900 Measure AA



**Description:** Purchase 5 Paratransit Vehicles to replace vehicles beyond their useful life.

**Status:** Board authorized purchase of these vehicles in November 2021. Vendor has canceled order due supply chain issues. Staff anticipates bringing a new purchase to the board in late 2022

VEHICLES

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion
PD	\$505,000	\$2,406	0%	Mar-23



VEHICLES

**Purchase 1 Electric Paratransit** **Total Project Budget \$300,000**

Concept: Purchase One Electric Paratransit

Funding: \$300,000 Measure AA



Description: Replace 1 paratransit vehicles that is beyond its useful life

Status: Marin Transit will replace one paratransit vehicle with an electric paratransit vehicle. Staff plans to bring this purchase to the Board for authorization in 2023.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
PE	\$300,000	\$0	0%	Mar-23	

VEHICLES

**Purchase Hybrid Battery (Replacement)** **Total Project Budget \$300,500**

Concept: Purchase replacement batteries for Hybrid buses

Funding: \$246,410 Federal Section 5307  
\$54,090 Measure AA



Description: Purchase replacement batteries for Hybrid buses

Status: As a preventive maintenance measure, under the existing maintenance contract, Marin Airporter will replace the batteries on the 2015 Hybrid Buses.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
HY	\$300,500	\$0	0%	Dec-22	

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 AA



Description: Purchase of two replacement 35-foot XHFs

Status: Board authorized the purchase of two replacement XHFs in May 2020. Vehicles were delivered in October 2021. Vehicles went into service December, 2021

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
XC	\$906,241	\$912,860	100%	Mar-22	



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 was delayed due to limited vehicle availability. Staff plans to re-evaluate and bring this back to the board in early 2023.

<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	\$321	0%	Jun-23	

BUS STOP IMPROVEMENTS

**Bus Stop Improvements - Novato Bus Shelters** **Total Project Budget \$61,115**

Concept: Replace Bus Shelters in Novato  
Funding: \$48,892 Federal Lifeline Program  
 \$12,223 Measure AA



Description: Purchase up to eight shelters in Novato

Status: Marin Transit will replace up to eight advertising shelters previously under contract with an advertising company through the City of Novato with low-maintenance shelters.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
BN	\$61,115	\$1,063	2%	Jun-23	

**County Wide Stop Improvements** **Total Project Budget \$303,000**

Concept: Complete construction of Bus Stop Improvements  
Funding: \$242,400 Federal  
 \$60,600 Measure AA



Description: Design for ADA Bus Stop Improvements

Status: A task order for final design was initiated through Marin Transit's general engineering services contract. Design and coordination with local jurisdictions is underway.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
BP	\$303,000	\$135,722	45%	Dec-23	



**Facility - Capital Improvements** **Total Project Budget \$2,800,000**

Concept: Acquire property and develop a maintenance facility  
Funding: \$2,696,747 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 constructed. Bus Charging infrastructure installation is underway as Phase 1. Phase 2 will include enhanced fencing and lighting.

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion
FS	\$2,800,000	\$748,814	27%	Jun-23

**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 complete purchase of property located at 3000 Kerner Boulevard in San Rafael in July 2021. Remaining funds are being used to retrofit the building for use as a Paratransit Vehicle Maintenance Facility

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion
FA	\$3,625,000	\$3,280,733	100%	Aug-21

**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	\$996,220	91%	Jun-22

ADMIN AND OPERATIONS FACILITY

**Facility - Kerner Parking ROW** **Total Project Budget \$3,650,000**

Concept: Purchase Parking Facility  
Funding: \$3,650,000 Capital Reserve  
Description: Replace temporary leased parking with a permanent location  
Status: Marin Transit will close on the property in July 2022.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
FE	\$3,650,000	\$175,293	50%	NA	

ADMIN AND OPERATIONS FACILITY

**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.



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

TECHNOLOGY PROJECTS

**TECHNOLOGY PROJECTS** **Total Project Budget \$212,394**

Concept: District technology projects  
Funding: \$37,231 Measure AA  
 \$175,163 Federal Section 5307



<u>Projects:</u>		<u>Total Project</u>	<u>Expended to</u>
		<u>Cost</u>	<u>Date</u>
RT	Realtime Signs	\$212,394	\$226,403

Description: Marin Transit provides technology acquisitions for vehicle operations, fare collection, and passenger information  
Status: Real Time Signs project is complete with 22 new signs installed.

ONGOING CAPITAL EXPENSES

**Ongoing Capital Expenses** **Annual Budget \$697,000**

Concept: Ongoing capital expenses  
Funding: \$697,000 Measure A

<u>Projects:</u>		<u>Total Project Budgets</u>		<u>Expended in</u>	
			<u>Annual Budget</u>	<u>FY2022</u>	
GG	Golden Gate Capital Costs	\$17,000	\$17,000	\$20,454	
BM	Bus Stop Maintenance	\$120,000	\$120,000	\$108,234	
VR	Major Vehicle Repairs	\$200,000	\$200,000	\$40,711	
IF	Infrastructure Support	\$360,000	\$360,000	\$583,655	



ONGOI

Description: Ongoing capital costs associated with the Golden Gate operations

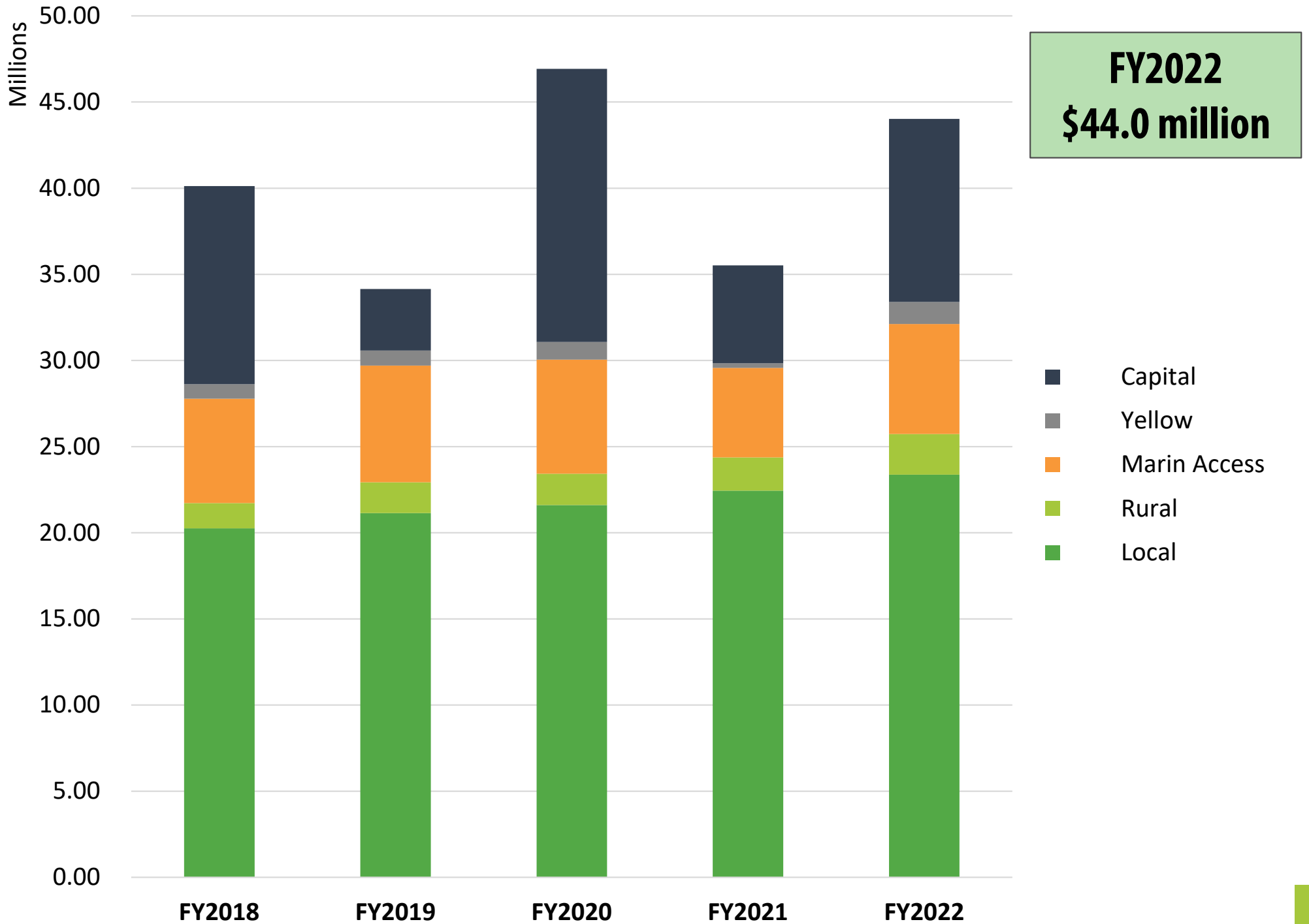
Status: Capital depreciation expenses for equipment owned by Golden Gate Transit are billed monthly. Major vehicle repairs, such as transmissions, are expended as needed. Infrastructure support includes small capital projects, staff support, and work on partner agency capital projects.



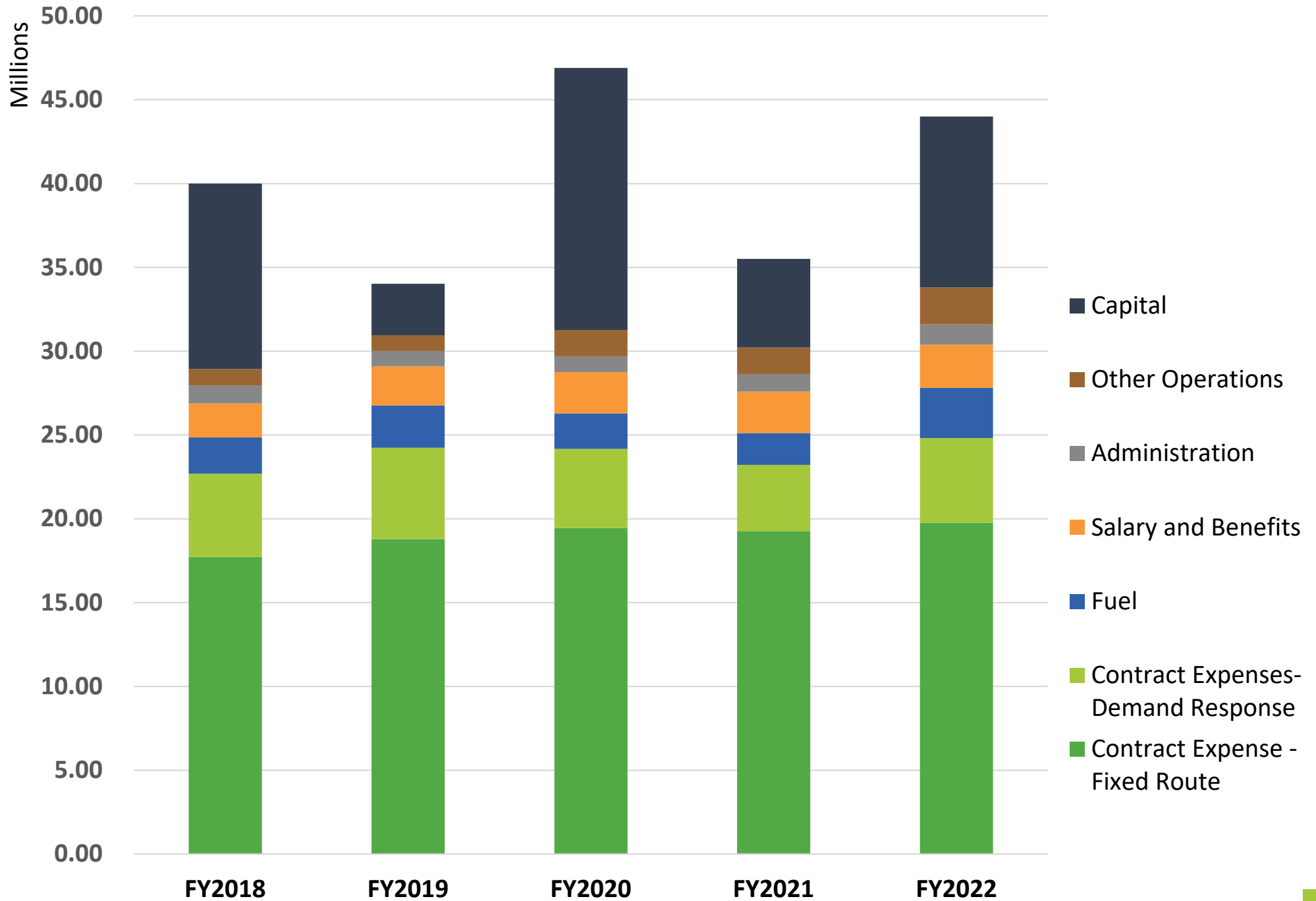
# **Marin Transit FY2021/22 Financial Report**

Presented October 3, 2022

# Total Expenditures






# Total Expenditure by Type


















# Service Levels Provided



## Service Provided

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

Service	FY 2021/22 Actual Revenue Hours	% of Budget
Regular Local and Trunk Line	113,682	 96%
Community Shuttles	41,489	 93%
Supplemental, Local & School	4,569	 51%
Muir Woods Shuttle	4,134	 93%
West Marin Stagecoach Service	19,636	 98%
<b>Fixed Route Subtotal</b>	<b>183,510</b>	 93%
Novato Dial-A-Ride	1,267	 49%
Rural Dial A Ride	391	 98%
Transit Connect (Billable Hours)	5,566	 91%
Local Paratransit Service	31,089	 76%
<b>Demand Response Subtotal</b>	<b>38,313</b>	 51%
Regional Paratransit Service	4,383	 100%
Yellow School Bus Service	4 buses	 0%
Service	FY 2021/22 Actual Trips	% of Estimate
Catch A Ride	4,100	 42%
Volunteer Driver	9,613	 71%

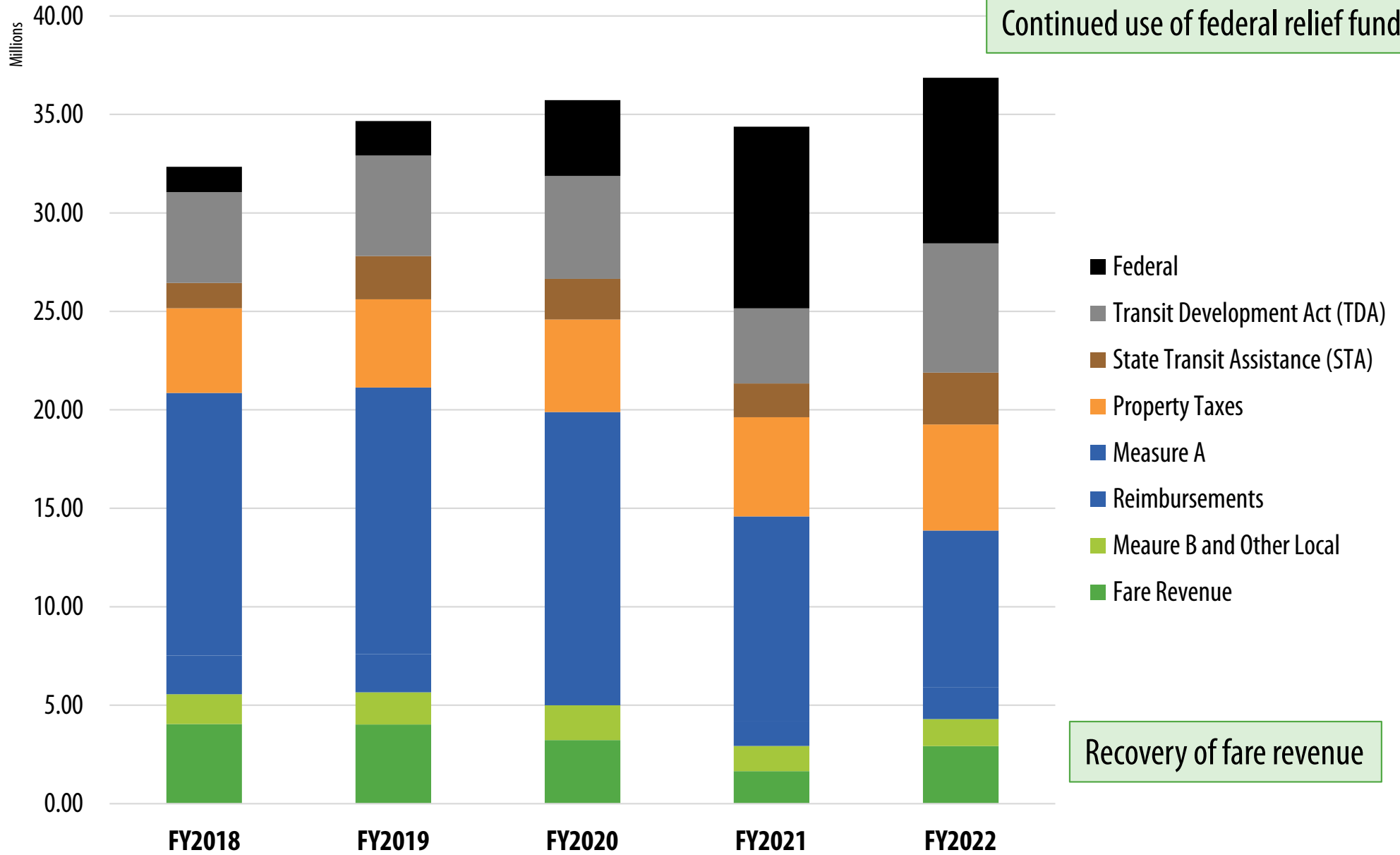
# Summary





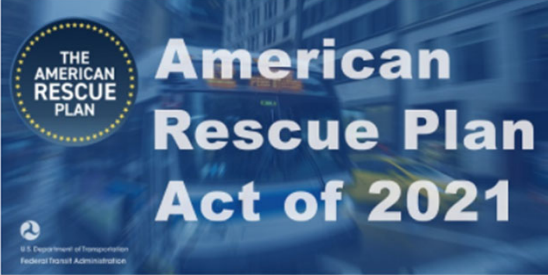
	FY 2020/21 Actual	FY2021/22 Original Budget	FY 2021/22 Revised Budget	FY 2021/22 Actual	Percent Total Budget Used
<i>Operations</i>	34,368,575	36,948,095	37,036,527	36,862,258	100%
<i>Capital</i>	5,754,427	8,158,442	8,182,709	5,967,701	73%
<i>Facility</i>	171,360	0	0	0	NA
<b>Total Revenue</b>	<b>40,294,362</b>	<b>45,106,537</b>	<b>45,219,236</b>	<b>42,829,959</b>	<b>95%</b>
<i>Operations</i>	29,749,318	35,381,744	35,730,684	33,405,156	93%
<i>Capital</i>	5,685,746	13,838,442	17,306,296	10,631,869	61%
<i>Facility</i>	85,307	0	0	0	NA
<b>Total Expenditures</b>	<b>35,520,371</b>	<b>49,220,186</b>	<b>53,036,980</b>	<b>44,037,025</b>	<b>83%</b>
<b>Net Change in Fund Balance</b>	<b>\$4,773,991</b>	<b>(\$4,113,649)</b>	<b>(\$7,817,744)</b>	<b>(\$1,207,066)</b>	
<i>Emergency Reserve</i>	5,852,845	5,896,957	5,896,957	5,896,957	
<i>Contingency Reserve</i>	11,705,690	11,793,914	11,793,914	11,793,914	
<i>Capital Reserve</i>	19,228,282	14,982,297	11,278,202	17,888,880	
<b>Fund Balance (total reserve)</b>	<b>\$36,786,817</b>	<b>\$32,673,168</b>	<b>\$28,969,073</b>	<b>\$35,579,751</b>	



# Operations Revenues



# Federal Relief Funding

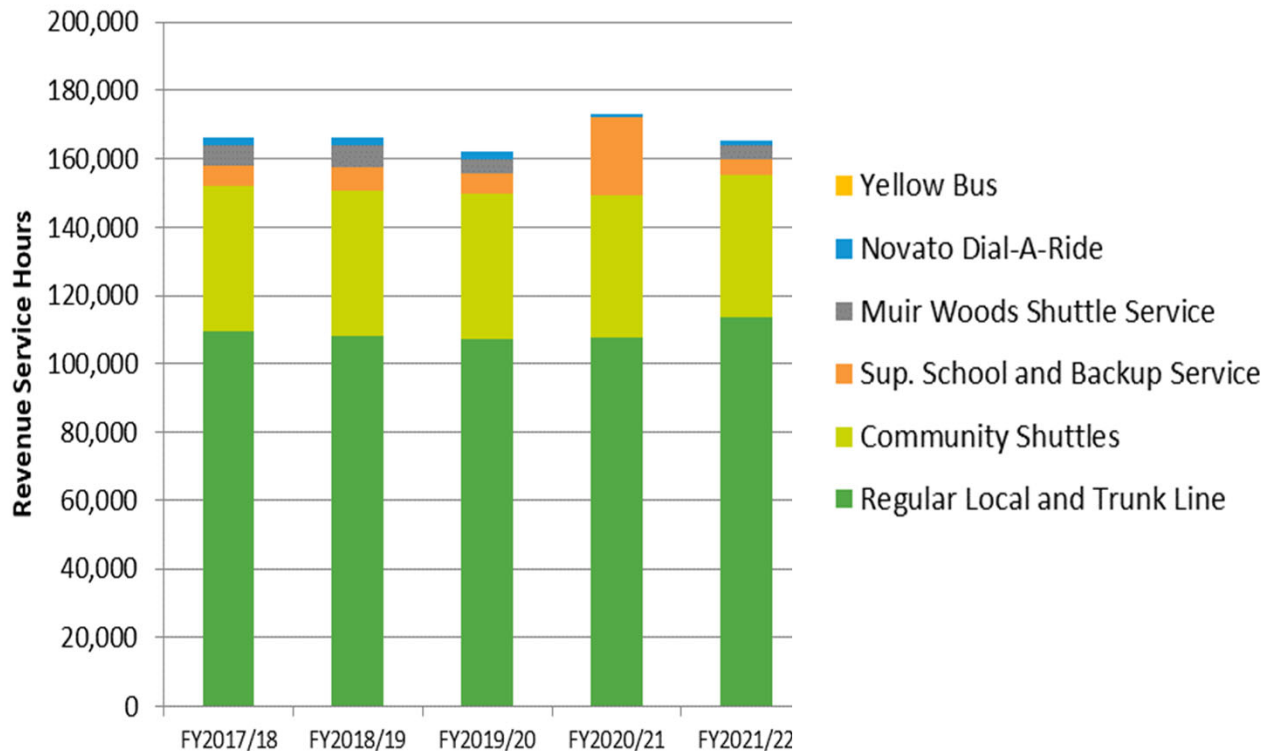
Relief Bill	Marin Transit Allocation	Anticipated Expenditure Year
 <p><b>CARES</b> The Coronavirus Aid, Relief, and Economic Security Act</p>	<p>\$10.2 million</p>	<p>FY2020, FY2021</p>
 <p><b>CRRSAA</b></p>	<p>\$4.2 million</p>	<p>FY2022</p>
 <p><b>American Rescue Plan Act of 2021</b></p>	<p>\$6.6</p>	<p>FY2022, FY2023</p>
<p><b>Total \$21 million</b></p>		<p><b>Unspent - \$3.6 million</b></p>

# Local Fixed Route Service and School Service

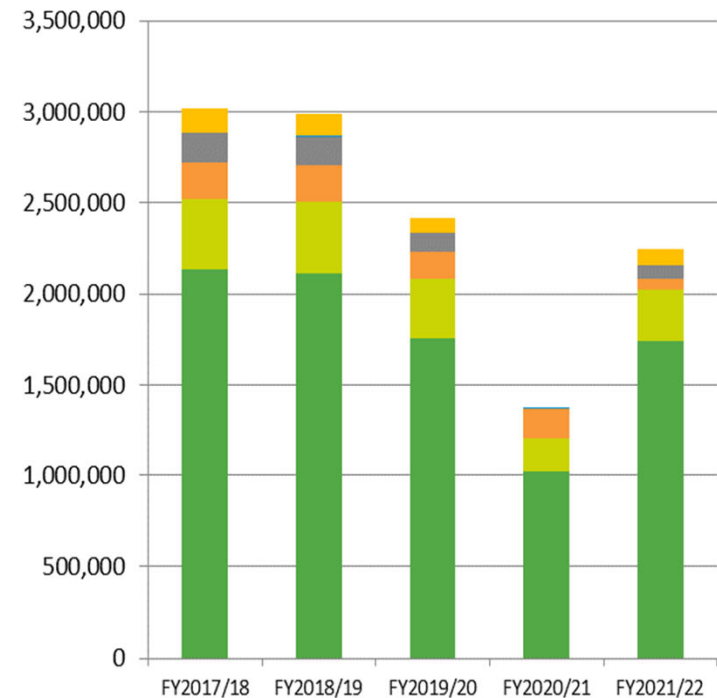


- Service levels returned to pre-COVID level
- More typical operations of Muir Woods Shuttle and school routes
- Ridership continued to recover

### Revenue Hours

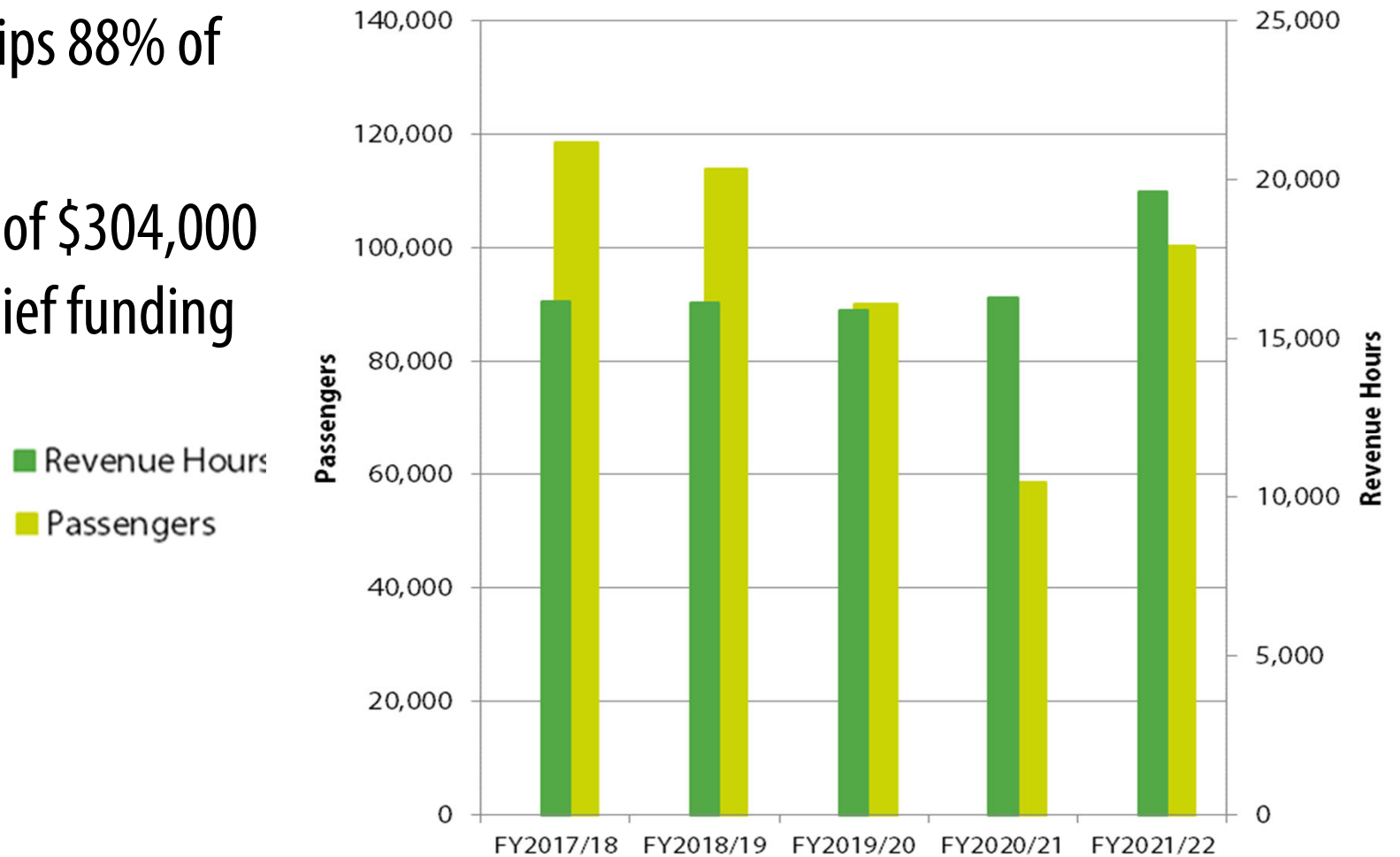


### Passengers



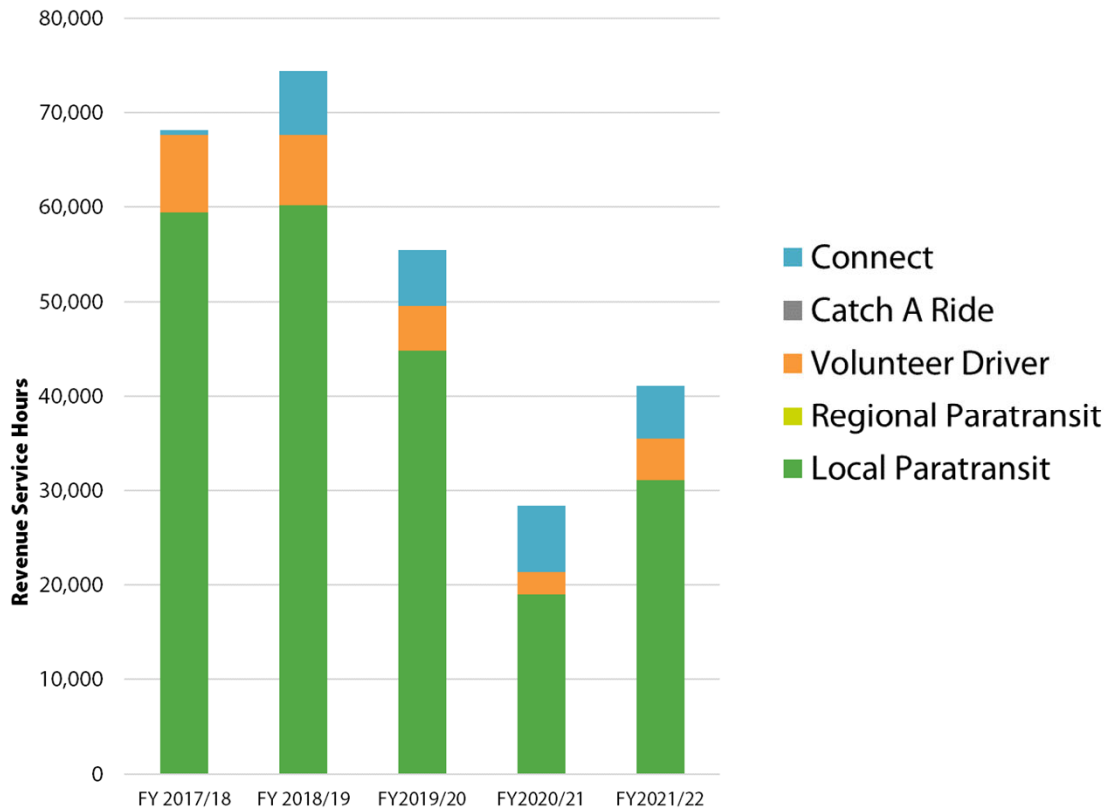
- Operated 20% more service (temporary increase)
- Passenger trips 88% of FY2019
- Expenditure of \$304,000 in federal relief funding

### Revenue Hours and Passengers

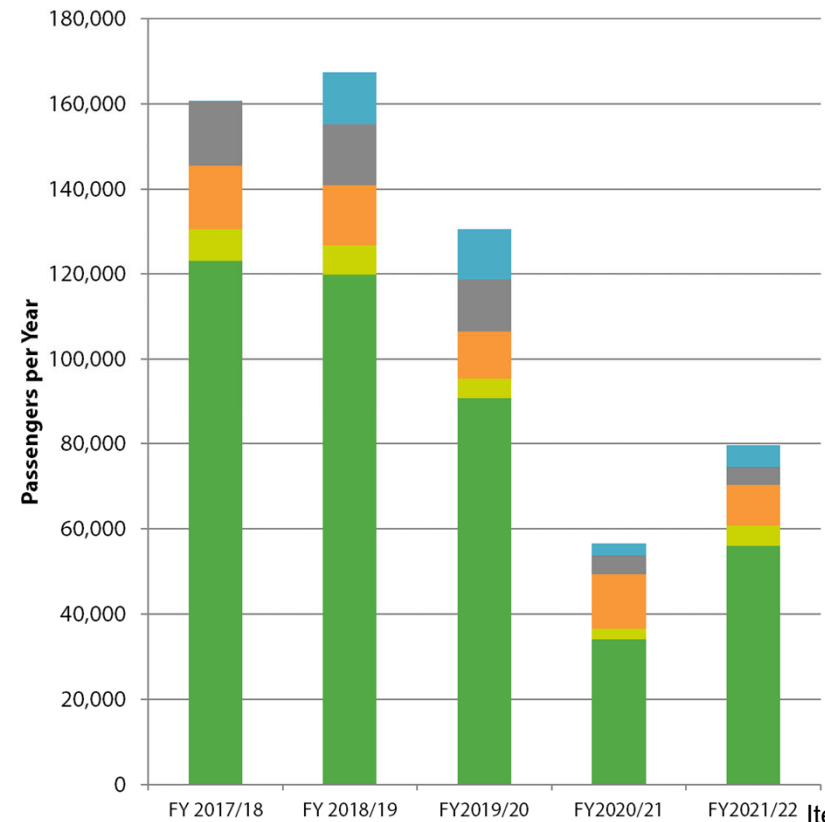


- Hours are primarily demand based
- Expenses were 88% of budget
- Cost per passenger remains high
- Billable service hours 55% of FY2018/19

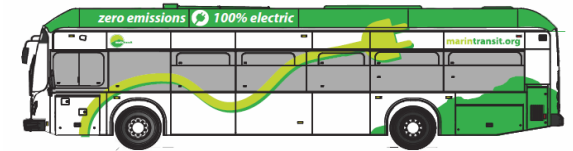
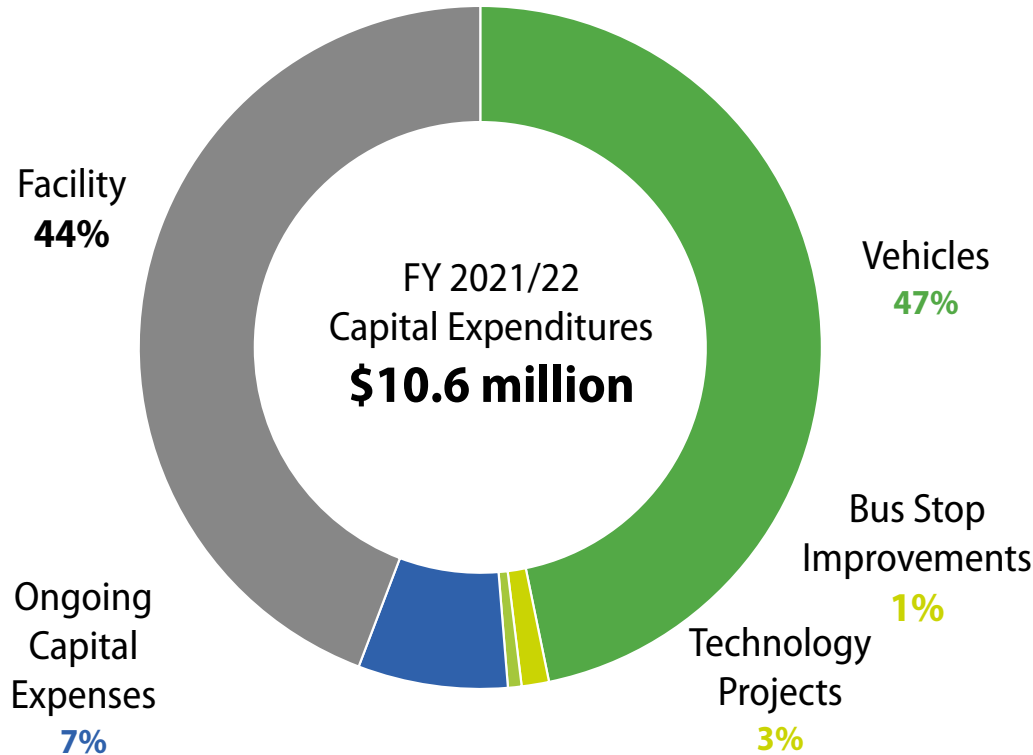
### Revenue Hours



### Passengers



# Capital \$10.6 million



Of note :

- Purchase of Four 40ft Electric Buses
- Purchase and Improvements at Paratransit Maintenance Facility
- Expenditure of \$4.6 million in Capital Reserve funds

- Strong short-term position
- Challenging service delivery environment
- Continued need for fixed route charging and maintenance facilities
- Stronger recovery in transit demand than other regional operators

## Thank You

Lauren Gradia, PE

Director of Finance and Capital Programs, Marin Transit

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