



marin transit

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June 27, 2016



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

**SUBJECT: Marin County Transit District Third Quarter FY 2015/16 Financial Report**

**board of directors**

Dear Board Members:

kathrin sears  
president  
supervisor district 3

**RECOMMENDATION:** Accept report.

katie rice  
vice president  
supervisor district 2

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

stephanie moulton-peters  
2nd vice president  
city of mill valley

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

judy arnold  
director  
supervisor district 5

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

maribeth bushey  
director  
city of san rafael

**Operating Expenses**

FY 2015/16 operating expenditures through the third quarter (Attachment A, Page 1) are \$18,776,949, which is 67 percent of the annual budget of \$27,838,050. With these expenditures, Marin Transit successfully delivered the transit services listed in Table 1.

damon connolly  
director  
supervisor district 1

Overall, Marin Transit's operating expenses are eight percent under budget. Fuel expenses continue to reflect the most savings this fiscal year compared to the budget. Other line items that are more than \$100,000 below budget include salaries and benefits, consultant services, contract service operation, and marketing.

steve kinsey  
director  
supervisor district 4

**Table 1: FY 2015/16 Year to Date (YTD) thru Third Quarter Service Operations**

Service	Annual Estimated Revenue Hours	YTD thru Q3 Actual Revenue Hours	% of Annual
Local Large Bus Fixed Route	87,500	66,253	76%
Community Shuttles	39,321	29,682	75%
Local Supplemental School	7,467 <sup>1</sup>	5,402 <sup>2</sup>	72%
Muir Woods Shuttle	5,211	3,085	59%
Novato Dial-A-Ride	2,650	1,622	61%
Dillion Beach Dial-A-Ride		87	N/A
Yellow School Bus Service	7 Buses	6 buses	N/A
West Marin Stagecoach Service	16,030	12,033	75%
Tomales Service	375	161	43%
Local Paratransit Service	61,217	42,474	69%
Regional Paratransit Service	9,845	7,489	76%
Service	Annual Estimated Trips	YTD thru Q3 Actual Trips	% of Annual
Catch A Ride	19,200	12,260	64%
Volunteer Driver	19,755	11,943	61%

Notes: 1) Corrected from 7,167 in budget document;  
2) Includes College of Marin service

**Operating Revenue**

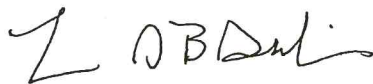
Marin Transit's FY2015/16 operating revenues through the third quarter (Attachment A, Page 1) are \$21,306,138 or 72 percent of the annual budget of \$29,730,138. Current year revenues are consistent with the FY2015/16 budget.

**Capital Budget**

Through the third quarter, Marin Transit's expenditures in the Capital Budget (Attachment A, Page 1) were \$10,611,812 or 72 percent of the \$14.7 million budget. Capital revenues tie closely to expenditures as they tend to be on a reimbursement basis. The primary expenditures were for vehicle replacements. Eleven hybrid transit vehicles were delivered during the quarter and are currently in service. Attachment C includes a complete Capital Report for all major Marin Transit capital projects for the current period.

**FISCAL/STAFFING IMPACT:** There is no net fiscal impact from this report.

Respectfully submitted,



Lauren Gradia  
Director of Finance and Capital Projects

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

Marin Transit  
 FY2015/16 Q3 Budget Report  
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	<u>FY2014/15 Actual</u>	<u>Total Budget - Original</u>	<u>Total Budget - Revised</u>	<u>Current Period Actual</u>	<u>Percent Total Budget Used</u>
Revenue					
Capital	2,987,471	13,264,649	14,666,503	10,611,812	72.35%
Vehicle Operations	<u>28,010,488</u>	<u>29,730,138</u>	<u>29,730,138</u>	<u>21,306,138</u>	<u>71.67%</u>
Total Revenue	30,997,959	42,994,787	44,396,641	31,917,950	71.89%
Expenses					
Capital	2,987,471	13,264,649	14,666,503	10,611,812	72.35%
Vehicle Operations	<u>25,399,837</u>	<u>27,838,050</u>	<u>27,838,050</u>	<u>18,776,949</u>	<u>67.45%</u>
Expenditures	28,387,308	41,102,699	42,504,553	29,388,761	69.14%
Net Revenue Over Expenditures	<u>2,610,651</u>	<u>1,892,088</u>	<u>1,892,088</u>	<u>2,529,189</u>	<u>133.67%</u>
Emergency Reserve	4,572,081	4,639,675	4,639,675	4,639,675	
Contingency Reserve	7,275,144	9,099,638	9,099,638	9,736,739	
<b>Fund Balance (total reserve)</b>	<b><u>11,847,225</u></b>	<b><u>13,739,313</u></b>	<b><u>13,739,313</u></b>	<b><u>14,376,414</u></b>	

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

	Total Budget - Total Budget -		Current	Percent Total	
	FY15 Actual	Original			Revised
<b>Revenue</b>					
Fare Revenue	3,669,512	4,078,076	4,078,076	2,895,469	71.00%
Advertising & Other Revenue	283,688	344,520	344,520	289,945	84.16%
Fee for Service	1,974,352	2,448,427	2,448,427	1,613,862	65.91%
Interest	9,816	5,000	5,000	4,612	92.24%
Measure A	10,299,547	11,300,289	11,300,289	8,100,051	71.68%
Measure B	863,617	863,386	863,386	641,175	74.26%
Property Taxes	3,577,395	3,630,099	3,630,099	2,636,476	72.63%
Redevelopment Area (RDA) Fees	33,961	17,517	17,517	31,062	177.32%
State Transit Assistance (STA)	1,310,912	1,328,015	1,328,015	866,753	65.27%
Transit Development Act (TDA)	4,542,050	4,566,400	4,566,400	3,424,800	75.00%
Other State	19,534	19,343	19,343	9,680	50.04%
FTA Funds	1,297,129	962,250	962,250	695,819	72.31%
National Park Service	168,666	166,816	166,816	116,506	69.84%
Cost Center Revenue Transfers	<u>(39,691)</u>	<u>0</u>	<u>0</u>	<u>(20,072)</u>	--
<b>Total Revenue</b>	<b>28,010,488</b>	<b>29,730,138</b>	<b>29,730,138</b>	<b>21,306,138</b>	<b>71.67%</b>
<b>Expenses</b>					
Salaries and Benefits	1,410,195	1,992,741	1,992,741	1,236,782	62.06%
Consultant Services	328,800	523,561	523,561	172,182	32.89%
Consultant - Legal	88,716	85,000	85,000	49,826	58.62%
Security and Maintenance	19,183	204,000	204,000	195,773	95.97%
Customer Service	118,760	499,480	499,480	304,261	60.92%
Indirect County Overhead	2,009	5,000	5,000	1,507	30.14%
Mobility Management Support Programs	73,699	75,000	75,000	42,841	57.12%
Office Supplies	86,261	128,999	128,999	112,367	87.11%
General Insurance	29,444	30,000	30,000	29,580	98.60%
Contract Service Operation	21,814,329	21,157,393	21,157,393	15,405,164	72.81%
Membership & Prof Development	14,671	27,000	27,000	20,450	75.74%
Mileage and Travel	13,063	18,400	18,400	9,893	53.77%
Marketing	114,661	235,314	235,314	60,203	25.58%
Communication	110,284	126,605	126,605	113,917	89.98%
Fuel	1,291,857	2,864,944	2,864,944	1,211,496	42.29%
Misc Services	22,348	30,750	30,750	15,482	50.35%
Office - Rental and Overhead	92,236	96,000	96,000	70,663	73.61%
Cost Center Transfers	<u>(230,676)</u>	<u>(262,137)</u>	<u>(262,137)</u>	<u>(275,438)</u>	<u>105.07%</u>
<b>Total Expenses</b>	<b>25,399,837</b>	<b>27,838,050</b>	<b>27,838,050</b>	<b>18,776,949</b>	<b>67.45%</b>
<b>Net Revenue Over Expenditures</b>	<b><u>2,610,651</u></b>	<b><u>1,892,088</u></b>	<b><u>1,892,088</u></b>	<b><u>2,529,189</u></b>	<b><u>133.67%</u></b>

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**Administration**

		Total Budget -		Current Period	Percent Total	
	FY15 Actual	Original	Revised	Actual	Budget Used	
<b>Revenue</b>						
Lease of Property	4070301	245	0	0	0	--
Interest	4070400	9,816	5,000	5,000	4,612	92.24%
Redevelopment Fees	4079950	13,583	11,310	11,310	8,119	71.79%
Residual ABX 126	4079954	20,377	6,207	6,207	22,942	369.61%
PropTax-CurrntSecured	4080101	3,126,747	3,226,380	3,226,380	2,419,785	75.00%
County Fee-SV2557Admin Basic Tax	4080102	(49,661)	(48,970)	(48,970)	(22,937)	46.84%
Property Tax-Unitary	4080103	29,656	30,874	30,874	16,522	53.51%
PropTax-CurrntUnSecur	4080104	69,581	66,581	66,581	5,997	9.01%
Educ Rev Augm Fund-Redist	4080105	304,033	276,782	276,782	155,234	56.09%
PropTax-Supp CY SECR	4080106	88,406	70,120	70,120	57,116	81.45%
PropTax-Supp Unsecured	4080107	1,149	1,565	1,565	1,099	70.22%
PropTax-Redemption	4080108	2,516	1,798	1,798	1,165	64.79%
Property Tax-Prior Unsecured	4080109	4,969	4,969	4,969	2,494	50.19%
Other State	4119940	208	208	208	112	53.85%
Misc Reimbursement	4601001	<u>0</u>	<u>0</u>	<u>0</u>	<u>8</u>	--
Subtotal Revenue		3,621,625	3,652,824	3,652,824	2,672,268	73.16%
Property Tax Transfer	4700001	<u>(994,095)</u>	<u>(1,369,481)</u>	<u>(1,369,481)</u>	<u>(283,175)</u>	<u>20.68%</u>
<b>Total Revenue</b>		<b>2,627,530</b>	<b>2,283,343</b>	<b>2,283,343</b>	<b>2,389,093</b>	<b>104.63%</b>
<b>Expense</b>						
Salaries and Benefits	5010200	883,320	1,975,041	1,975,041	1,229,634	62.26%
Consultant Services	5030301	61,425	230,163	230,163	68,218	29.64%
Prof Svcs - Accounting and Audit	5030305	45,058	42,115	42,115	7,417	17.61%
Office Supplies	5049901	6,535	8,240	8,240	5,755	69.84%
Small Furn/Equip	5049902	2,599	12,000	12,000	9,535	79.46%
Software	5049903	44,521	56,650	56,650	42,885	75.70%
Copier Suppl & Svc	5049904	6,854	8,000	8,000	5,547	69.34%
Postage	5049905	1,135	2,500	2,500	1,406	56.24%
Computers	5049906	4,630	10,609	10,609	4,801	45.25%
Communication - Phone	5050201	20,635	23,602	23,602	19,361	82.03%
Insurance - Gen Liability	5060301	29,444	30,000	30,000	29,580	98.60%
Membership & Prof Development	5090101	14,671	27,000	27,000	20,450	75.74%
Mileage and Travel	5090202	13,063	18,400	18,400	9,893	53.77%
Marketing	5090801	19,144	24,479	24,479	3,366	13.75%
County Transfer - Special District	5100401	2,009	5,000	5,000	1,507	30.14%
Office Rental	5121200	<u>92,236</u>	<u>96,000</u>	<u>96,000</u>	<u>70,663</u>	<u>73.61%</u>
Subtotal Expense		1,766,085	2,569,799	2,569,799	1,530,018	59.54%
Cost Center Salary/Benefit Transfers	5100100	<u>(1,306,935)</u>	<u>(1,829,544)</u>	<u>(1,829,544)</u>	<u>(1,347,159)</u>	<u>73.63%</u>
Cost Center Transfer Overhead	5100101	<u>(442,267)</u>	<u>(348,998)</u>	<u>(348,998)</u>	<u>(322,956)</u>	<u>92.54%</u>
<b>Total Expense</b>		<b>16,882</b>	<b>391,257</b>	<b>391,257</b>	<b>(140,097)</b>	<b>-35.81%</b>

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**Local**

		FY15 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
<b>Revenue</b>						
Advertising Revenue	4060301	218,971	278,004	278,004	171,903	61.83%
Lease of Property	4070301	64,472	66,516	66,516	118,042	177.46%
Fee For Service	4090101	26,559	0	0	15,563	--
Measure A Sales Tax	4092001	7,109,172	8,086,178	8,086,178	5,796,815	71.69%
State Transit Assistance	4110101	1,217,391	1,256,385	1,256,385	813,233	64.73%
Transit Development Act (TDA)	4110102	4,542,050	4,566,400	4,566,400	3,424,800	75.00%
State Transit Assistance - Lifeline	4110103	13,181	0	0	0	--
Fed- FTA 5307 STP	4139912	216,017	122,249	122,249	0	0.00%
National Park Service	4139951	120,773	166,816	166,816	87,052	52.18%
Fed-FTA 5304 State Planning	4139961	81,850	10,000	10,000	17,875	178.75%
Fare Revenue	4140100	3,210,813	3,255,396	3,255,396	2,349,714	72.18%
Fare Revenue - Yellow Bus	4140105	0	368,000	368,000	204,123	55.47%
Subtotal Revenue		16,821,249	18,175,944	18,175,944	12,999,120	71.52%
Program Revenue Transfer	4700002	99,846	100,000	100,000	0	0.00%
<b>Total Revenue</b>		<b>16,921,095</b>	<b>18,275,944</b>	<b>18,275,944</b>	<b>12,999,120</b>	<b>0.00%</b>
<b>Expense</b>						
Salaries and Benefits	5010200	4,936	17,700	17,700	7,148	40.38%
Consultant Services	5030301	233,724	226,350	226,350	45,706	20.19%
Fare Processing Charges	5030310	0	0	0	24,470	--
Customer Service	5030320	0	302,000	302,000	210,588	69.73%
Custodial Service	5030602	19,183	20,000	20,000	8,331	41.66%
Security Services	5030701	0	184,000	184,000	187,442	101.87%
Fuel	5040101	489,952	1,884,401	1,884,401	738,180	39.17%
Software	5049903	0	0	0	50	--
Communication-AVL	5050205	42,635	44,746	44,746	51,520	115.14%
Communication-Data	5050206	2,331	10,000	10,000	1,438	14.38%
Purchased Transportation - In Report	5080101	15,033,513	13,551,734	13,551,734	10,252,260	75.65%
Yellow Bus School Service	5080103	0	616,000	616,000	427,171	69.35%
Marketing	5090801	39,082	95,481	95,481	28,265	29.60%
Signs	5122010	22,348	30,750	30,750	15,482	50.35%
Subtotal Expense		15,887,705	16,983,162	16,983,162	11,998,051	70.65%
Cost Center Salary/Benefit Transfers	5100100	772,109	1,099,154	1,099,154	807,445	73.46%
Cost Center Transfer Overhead	5100101	261,282	193,627	193,627	193,625	100.00%
<b>Total Expense</b>		<b>16,921,095</b>	<b>18,275,943</b>	<b>18,275,943</b>	<b>12,999,121</b>	<b>71.13%</b>

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**Rural**

		<u>FY15 Actual</u>	<u>Total Budget -</u> Original	<u>Total Budget -</u> Revised	<u>Current Period</u> Actual	<u>Percent Total</u> Budget Used
<b>Revenue</b>						
Measure A Sales Tax	4092001	886,505	1,010,565	1,010,565	650,577	64.38%
Fed-FTA 5311 Rural	4139920	212,197	217,117	217,117	162,838	25.00%
National Park Service	4139951	47,893	0	0	29,453	--
Fare Revenue	4140100	<u>128,410</u>	<u>124,126</u>	<u>124,126</u>	<u>96,449</u>	<u>31.42%</u>
<b>Total Revenue</b>		<b>1,275,005</b>	<b>1,351,808</b>	<b>1,351,808</b>	<b>939,317</b>	<b>69.49%</b>
<b>Expense</b>						
Salaries and Benefits	5010200	417	0	0	0	0.00%
Consultant Services	5030301	2,906	15,914	15,914	9,361	58.82%
Fare Processing Charges	5030310	0	0	0	764	--
Fuel	5040101	180,232	255,608	255,608	135,384	52.97%
Communication-AVL	5050205	14,212	15,167	15,167	13,898	91.63%
Communication-Data	5050206	831	1,000	1,000	485	48.50%
Purchased Transportation - In Report	5080101	890,257	901,952	901,952	658,662	73.03%
Purchased Transportation - Excluded	5080102	2,840	0	0	29,453	--
Marketing	5090801	<u>31,236</u>	<u>25,750</u>	<u>25,750</u>	<u>14,954</u>	<u>58.07%</u>
<b>Subtotal Expense</b>		<b>1,125,648</b>	<b>1,215,391</b>	<b>1,215,391</b>	<b>862,961</b>	<b>71.00%</b>
Cost Center Salary/Benefit Transfers	5100100	111,593	116,198	116,198	61,587	53.00%
Cost Center Transfer Overhead	5100101	<u>37,763</u>	<u>20,219</u>	<u>20,219</u>	<u>14,769</u>	<u>73.05%</u>
<b>Total Expense</b>		<b>1,275,005</b>	<b>1,351,808</b>	<b>1,351,808</b>	<b>939,317</b>	<b>69.49%</b>

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**Special**

		FY15 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
<b>Revenue</b>						
Fee For Service	4090101	5,357	0	0	0	0.00%
Measure A Sales Tax	4092001	2,303,870	2,203,546	2,203,546	1,652,659	75.00%
Measure B	4099950	863,617	863,386	863,386	641,175	74.26%
State Transit Assistance	4110101	80,340	71,630	71,630	53,520	74.72%
State Prop Tx Relief HOPTR	4119910	19,326	19,135	19,135	9,569	50.01%
Fed-FTA 5307 Urbanized Area Formula	4139910	677,859	461,944	461,944	461,944	100.00%
Fed-FTA 5310 Mobility	4139915	0	50,000	50,000	0	0.00%
Fed-FTA 5317 New Freedom	4139941	109,207	100,940	100,940	53,162	52.67%
Fare Revenue	4140100	330,289	330,554	330,554	245,183	74.17%
Misc.-Reimbursement	4601001	64,447	66,294	66,294	15,159	22.87%
GGBHTD Payment for Local Para	4601003	725,800	1,217,696	1,217,696	822,040	67.51%
GGBHTD Payment for Regional Para	4601004	<u>1,152,188</u>	<u>1,164,437</u>	<u>1,164,437</u>	<u>761,093</u>	<u>65.36%</u>
Subtotal Revenue		6,332,300	6,549,562	6,549,562	4,715,504	72.00%
Property Tax Transfer	4700001	954,404	1,369,481	1,369,481	263,103	19.21%
Program Revenue Transfer	4700002	(99,846)	(100,000)	(100,000)	0	0.00%
<b>Total Revenue</b>		<b>7,186,858</b>	<b>7,819,043</b>	<b>7,819,043</b>	<b>4,978,607</b>	<b>63.67%</b>
<b>Expense</b>						
Consultant Services	5030301	74,402	94,019	94,019	66,072	70.28%
Customer Service	5030320	118,760	197,480	197,480	93,673	47.43%
Fuel	5040101	621,674	724,935	724,935	337,931	46.62%
Software	5049903	19,987	31,000	31,000	42,388	136.74%
Communication- Mobile Data Terminal	5050203	3,871	4,000	4,000	3,098	77.45%
Communication-MERA Radio	5050204	19,268	19,900	19,900	18,057	90.74%
Communication-Data	5050206	6,500	8,190	8,190	6,060	73.99%
Purchased Transportation - In Report	5080101	4,774,784	5,008,642	5,008,642	3,287,788	65.64%
Purchased Transportation - Regional	5080102	1,112,936	1,079,065	1,079,065	749,830	69.49%
Marketing	5090801	25,199	89,604	89,604	13,618	15.20%
Misc-Exp Transit User Training	5098001	5,897	9,000	9,000	3,812	42.36%
Gap Grant	5098002	50,158	46,000	46,000	25,673	55.81%
Low Income Rider Scholarships	5098003	<u>17,644</u>	<u>20,000</u>	<u>20,000</u>	<u>13,356</u>	<u>66.78%</u>
Subtotal Expense		6,851,080	7,331,835	7,331,835	4,661,356	63.58%
Cost Center Salary/Benefit Transfers	5100100	250,881	414,995	414,995	255,889	61.66%
Cost Center Transfer Overhead	5100101	<u>84,898</u>	<u>72,212</u>	<u>72,212</u>	<u>61,362</u>	<u>84.97%</u>
<b>Total Expense</b>		<b>7,186,860</b>	<b>7,819,042</b>	<b>7,819,042</b>	<b>4,978,607</b>	<b>63.67%</b>



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FY2015/16 Q3 Budget Report  
From 7/1/2015 Through 3/31/2016

		Total Project	Prior Years <sup>1</sup>	FY 2015/16 Budget	FY 2015/16 Budget Revised <sup>2</sup>	Current Period Actual
AD	Articulated Bus Decals (AD)	160,000		0	160,000	51,982
LV	Replace Seven 40ft Hybrid Vehicles	5,073,675	12,573	5,071,000	5,061,102	5,026,055
LX	Replace 4 30ft Hybrid Vehicles	2,858,000	6,993	2,830,500	2,851,007	2,828,797
LY	Replace 10 40ft Hybrid Vehicles	10,023,000	0	0	7,000	2,125
PV	Replace Three Paratransit Vehicles	244,872	231,015	0	13,856	13,854
PZ	Replace Thirteen Paratransit Vehicles	1,021,173	972,895	0	48,278	2,087
PR	Replace Nine Paratransit Vehicles	685,400	0	872,400	685,400	682,927
PE	Purchase Six Paratransit Vehicles	580,000	0	580,000	580,000	424,760
ST	Replace Three Stage Vehicles	720,190	0	720,190	720,190	593,515
SV	Replace Two Shuttle Vehicles	244,000	0	244,000	244,000	1,700
	<i>Subtotal Vehicles</i>	<i>21,610,310</i>	<i>1,223,476</i>	<i>10,318,090</i>	<i>10,370,833</i>	<i>9,627,802</i>
BI	Bus Stop Improvements SGR (BI)	2,000,000	1,320,498	519,395	519,395	38,779
BS	Bus Stop Inventory Update	100,000	0	100,000	100,000	0
NH	Downtown Novato Stop (NH)- Design	664,749	422,201	100,000	242,548	245,940
NC	Downtown Novato Stop Construction (NC)	3,255,000	0	0	985,000	20,422
FC	Maintenance Facility	40,000	0	0	40,000	21,537
MW	Muir Woods Infrastructure Improvements	638,000	95,271	542,729	542,729	0
	<i>Subtotal Facility &amp; Stop Improvements</i>	<i>6,697,749</i>	<i>1,837,970</i>	<i>1,262,124</i>	<i>2,429,672</i>	<i>326,678</i>
OB	On Board Equipment 2015	133,000	0	40,000	133,000	103,042
FB	Fareboxes (FB)	30,000	0	30,000	30,000	0
FH	Hybrid Fareboxes (FH)	161,000			161,000	160,994
FP	Paratransit Fareboxes	121,000	0	121,000	121,000	8,452
TB	Mobility Management Technology Backbone	375,000	12,706	340,798	362,294	1,750
MD	Mobile Data Terminals	12,500	0	12,500	12,500	1,100
ME	MERA	26,000	0	26,000	26,000	27,283
RD	Radio Communication Upgrade	348,000	0	348,000	348,000	0
TC	Clipper Installation on Stage and Shuttles	145,893	145,893	0	0	1,131
	<i>Subtotal Technology Projects</i>	<i>1,352,393</i>	<i>158,599</i>	<i>918,298</i>	<i>1,193,794</i>	<i>303,752</i>
GG	Golden Gate Capital Costs (GG)	150,000	-	150,000	150,000	81,504
BM	Bus Stop Maintenance (BM)	100,000	-	100,000	100,000	6,477
VR	Major Vehicle Repairs (VR)	300,000	-	300,000	300,000	67,233
IF	Infrastructure Support (IF)	216,137	-	216,137	202,804	198,366
	<i>Subtotal Ongoing Capital Expenses</i>	<i>766,137</i>	<i>0</i>	<i>766,137</i>	<i>752,804</i>	<i>353,580</i>
<b>Total Expenditures</b>		<b>30,426,589</b>	<b>3,220,045</b>	<b>13,264,649</b>	<b>14,747,103</b>	<b>10,611,812</b>

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

**Attachment B: FY2015/16 Q3  
Budget Amendments**

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
FY16-01	9/21/2015	Increase budget for Redwood and Grant Transit Improvement Project.	Capital	Capital	NH	5230104 Facilities and Stops	\$100,000	\$109,523	\$209,523
			Capital	Capital	NH	4092002 Measure A	\$59,425	\$109,523	\$168,425
FY16-02	11/16/2015	Add project and funding to develop a maintenance facility	Capital	Capital	MC FC	5230104 Facilities and Stops	0	\$40,000	\$40,000
			Capital	Capital	IF	5049910 Infrastructure Support	\$470,000	(\$40,000)	\$430,000
FY16-03	11/16/2015	Add funding and budget for San Rafael Transit Center Relocation	Capital	Capital	IF	5230104 Facilities and Stops	0	\$26,667	\$26,667
			Capital	Capital	IF	4092002 Measure A	0	\$26,667	\$26,667
FY16-04	11/16/2015	Roll forward of unspent FY2015 Capital Project budgets; and update all Prior Years and Total Budgets			PV	5230101 Vehicles	0	\$13,856	\$13,856
					LV	5230101 Vehicles	\$5,071,000	(\$9,898)	\$5,061,102
					LX	5230101 Vehicles	\$2,830,500	(\$5,493)	\$2,825,007
					NH	5230104 Facilities and Stops	\$209,523	(\$40,575)	\$168,948
					PZ	5230101 Vehicles	0	\$141,278	\$141,278
					TB	5230102 Technology Projects	\$340,798	\$21,496	\$362,294
FY16-05	11/16/2015	Move funding for Construction of Novato Bus Stop to Current Year	Capital	Capital	NC	5230104 Facilities and Stops	0	\$985,000	\$985,000
			Capital	Capital	NC	4119901 PTMISEA (Lifeline)	0	\$985,000	\$985,000
FY16-06	11/16/2015	Add new project to Replace Articulated Bus Decals	Capital	Capital	AD	5230101 Vehicles	0	\$160,000	\$160,000
			Capital	Capital		4092002 Measure A	0	\$160,000	\$160,000

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Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
					FH	5230101 Vehicles	\$0	\$161,000	\$161,000
FY16-07	12/21/2015	Amend total project budget for hybrid vehicle purchase (17 vehicles in three projects: LV, LX, and FH – hybrid fareboxes)	Capital	Capital	LX	5230101 Vehicles	\$2,825,000	\$26,000	\$2,851,000
					LX+FH	Total both projects	\$7,905,675	\$187,000	\$8,092,675
					PR	5230101 Vehicles	\$872,400	(\$187,000)	\$685,400
FY16-08	12/21/2015	Rename AVL project to include "Associated On-Board Vehicle Equipment" & shift budget from unspent funds in closed project	Capital	Capital	AV	5230102 Technology Projects	\$40,000	\$93,000	\$133,000
					PZ	5230101 Vehicles	\$1,114,173	(\$93,000)	\$1,021,173
FY16-09	03/28/2016	Create Capital vehicle replacement project for 10- 40ft Vehicles	Capital	Capital	LY	FY2016 Budget - 5230101 Vehicles	0	\$7,000	\$7,000
					LY	Total Budget - 5230101 Vehicles	0	\$10,023,000	\$10,023,000
FY16-10	03/28/2016	Amend to increase budget for additional project management and legal costs	Capital	Capital	NH	5230104 – Facility and Stops	\$168,948	+\$73,600	\$242,548

- 1 Current year project budget
- 2 Total project budget (multi-year)
- 3 Minor correction made in Q2

# Capital Projects Report through March 2016

This capital project report provides detail for through the Third Quarter of FY2015/16. 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 FY2016 thru Q3
Vehicles	\$21,610,310	\$9,627,802
Bus Stop Improvements	\$6,697,749	\$326,678
Technology Projects	\$1,352,393	\$303,752
Ongoing Capital Expenses	\$766,137	\$353,580
	<u>\$30,426,589</u>	<u>\$10,611,812</u>

**Articulated Bus Decals** **\$160,000**

Concept: Replace Articulated Bus Decals  
Funding: \$160,000 Measure A



Description: Restore ten of the District's 60 foot articulated transit vehicles.

Status: The project is underway. Five of the ten vehicles have been restored and are in service with the new decals.

VEHICLES

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
AD	\$160,000	\$51,982	32%	Jun-16	

**Replace Seven 40ft Buses** **\$5,073,675**

Concept: Replacement of vehicles beyond their useful life with new Gillig Hybrid Vehicles  
Funding: \$4,057,707 Federal Section 5307  
 \$1,014,293 PTMISEA  
 \$1,675 Measure A



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

Status: The vehicle procurement is complete and the vehicles are in service. Remaining funding needs to be expended on federal security requirements

VEHICLES

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete*</u>	<u>Date</u>	
LV	\$5,073,675	\$5,038,627	99%	Jun-16	

\* Based on earned value

**Replace Four 30ft Buses**

**\$2,858,000**

Concept: Replacement of vehicles beyond their useful life with new Gillig F

Funding: \$2,257,092 Federal Section 5307  
 \$443,358 PTMISEA  
 \$45,699 Cap and Trade  
 \$111,851 Measure A



VEHICLES

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

Status: The vehicles have been delivered and are in service. Final project closeout activities are being completed.

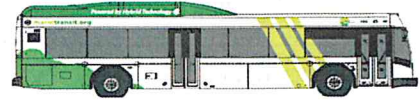
<u>Project ID</u>	<u>Budget</u>	<u>Expended to Date</u>	<u>Percent Complete*</u>	<u>Anticipated Completion Date</u>
LX	\$2,858,000	\$2,835,789	99%	Jun-16

**Replace Ten 40ft Hybrid Vehicles**

**\$10,023,000**

Concept: Purchase ten 40ft Hybrid Vehicles

Funding: \$8,218,860 Federal Section 5307  
 \$1,804,140 Measure A



VEHICLES

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

Status: Board authority to purchase the vehicles was given in March 2016 and the vehicle order has been placed with Gillig.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to Date</u>	<u>Percent Complete</u>	<u>Anticipated Completion Date</u>
LY	\$10,023,000	\$2,125	0%	Dec-17

**Replace Three Paratransit Vehicles**

**COMPLETED**

**\$244,872**

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

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

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



VEHICLES

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

<u>Project ID</u>	<u>Budget</u>	<u>Expended to Date</u>	<u>Percent Complete*</u>	<u>Anticipated Completion Date</u>
PV	\$244,872	\$244,869	100%	Dec-15

\* Based on earned value

VEHICLES

**Replace Thirteen Paratransit Vehicles COMPLETED \$1,021,173**

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

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

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

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

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>	
		<u>Date</u>	<u>Percent Complete*</u>	<u>Completion</u>	<u>Date</u>
PZ	\$1,021,173	\$974,981	95%		Dec-15

VEHICLES

**Replace Nine Paratransit Vehicles COMPLETED \$685,400**

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

**Funding:** \$560,060 Federal Section 5307  
\$125,340 PTMISEA

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

**Status:** Project is completed. \$187,000 of funds were reprogrammed by the Board on December 21, 2015. The remaining \$2,473 in funds will be reprogrammed for associated equipment.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>	<u>Date</u>
PR	\$685,400	\$682,927	100%		Dec-15

VEHICLES

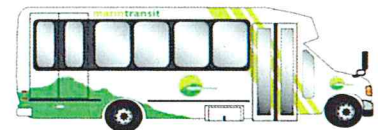
**Purchase Six Paratransit Vehicles COMPLETED \$580,000**

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

**Funding:** \$571,888 PTMISEA  
\$8,112 Measure A

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

**Status:** Project complete. \$155,240 is available for associated equipment or reprogramming.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>	<u>Date</u>
PE	\$580,000	\$424,760	100%		Dec-15

\* Based on earned value

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

Concept: Purchase three replacement vehicles  
Funding: \$398,520 Federal Section 5307  
 \$138,800 Federal Section 5339  
 \$182,870 PTMISEA

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

Status: The 27.5 foot vehicles went into service September 14, 2015. The XHF went into service in December 2015.



VEHICLES

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
ST	\$720,190	\$593,515	100%	Jun-16

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

Concept: Purchase two shuttle vehicles  
Funding: \$200,080 Federal Section 5307  
 \$43,920 Measure A

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

Status: Board authority to purchase the vehicles was given in March 2016 and the vehicle order has been placed with Creative Bus Sales.



VEHICLES

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion</u>
SV	\$244,000	\$1,700	1%	Mar-17

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

**\$2,000,000**

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

Description: Phase 1: Install new bus stop signage throughout Marin County. Phase 2: Minor and Major bus stop improvements at 12 locations throughout the County (see table below for locations and improvements). Planning for Phase 3 improvements is underway.



Phase 2 Improvements by Location

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

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

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Phase 2</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Anticipated Completion</u>
BI	\$2,000,000	\$1,359,277	68%	Jun-17



BUS STOP IMPROVEMENTS

\* Based on earned value



**Downtown Novato Bus Stop Improvements- Design** **COMPLETED** **\$664,749**

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

Funding: \$100,000 County of Marin  
 \$100,000 TAM  
 \$464,749 Measure A

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



Status: Project approved by the City of Novato and the Marin Transit board. Final construction plans are being prepared. Additional staff time expended exceeded budget. Additional Measure A funds will be expended.

<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>	<u>Date</u>
NH	\$664,749	\$668,141	100%	Jun-16	

**Downtown Novato Bus Stop Improvements- Construction** **\$3,255,000**

Concept: Construct Downtown Novato Bus Stop Improvement Project

Funding: \$985,000 PTMISEA - Lifeline

Description: Marin Transit will begin construction for this project in FY2016/17 in partnership with the City of Novato, GGBHTD, and the County of Marin.

Status: Developing bid specifications for project.

<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>	<u>Date</u>
NC	\$3,255,000	\$20,422	1%	Dec-17	

BUS STOP IMPROVEMENTS

**Maintenance Facility - Project Development** **Annual Budget \$40,000**

Concept: Develop a maintenance facility

Funding: \$40,000 Measure A

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

Status: Board authority to analyze facility needs was given June 2016. The District has been working with consultants to evaluate potential facility locations and feasibility.

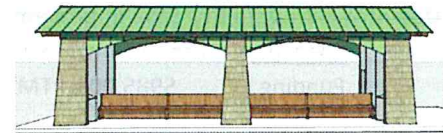
<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
FC	\$40,000	\$21,537	54%	NA	

**Muir Woods Infrastructure Improvements** **\$638,000**

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

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

Description: Project includes funding for permanent changeable message signs and improvements



Status: Real time bus information was installed on vehicles and available for operations staff and onsite liaisons. Preliminary design and site plan work has been completed for upgrades to the boarding location at Pohono. Marin Transit is working with multiple partner agencies to develop a long term agreement regarding access and responsibilities for the site.

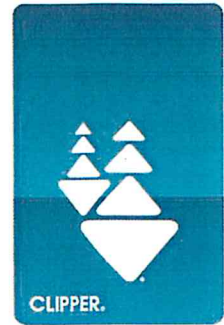
<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated Completion</u>	
		<u>Date</u>	<u>Percent Complete</u>	<u>Date</u>	
BW	\$638,000	\$95,271	15%	Dec-17	

BUS STOP IMPROVEMENTS

**TECHNOLOGY PROJECTS**

**\$1,352,393**

Concept: District technology projects  
Funding: \$300,000 Federal Job Access Funds (JARC)  
 \$384,580 Federal Section 5307  
 \$667,813 Measure A



<u>Projects:</u>		<u>Total Project</u>	<u>Expended in</u>
		<u>Cost</u>	<u>FY2016</u>
OB	Associated On-Board Equipment-2015	\$133,000	\$103,042
FB	Fareboxes	\$30,000	\$0
FP	Paratransit Fareboxes	\$121,000	\$8,452
FH	Hybrid Fareboxes (COMPLETE)	\$161,000	\$160,994
TB	Mobility Technology Backbone	\$375,000	\$1,750
MD	Mobile Data Terminals	\$12,500	\$1,100
ME	MERA	\$26,000	\$27,283
RD	Radio Communication Upgrades	\$348,000	\$0
TC	Clipper (Stage & Shuttles) (COMPLETE)	\$145,893	\$1,131

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

Status: Board approved paratransit fareboxes purchase on March 28, 2016. The order has been placed with the vendor and delivery is expected in June 2016. The hybrid farebox purchase was completed this period. The radio communication project will evaluate Marin Transit's current systems and identify future needs. Marin Transit is working on installing security cameras on all fixed route vehicles. Other technology projects allow for the replacement or repair of equipment as needed during the fiscal year.

**Ongoing Capital Expenses**

**\$766,137**

Concept: Ongoing capital expenses  
Funding: \$766,137 Measure A

<u>Projects:</u>		<u>Annual Budget</u>	<u>Expended in</u>
			<u>FY2016</u>
GG	Golden Gate Capital Costs	\$150,000	\$81,504
BM	Bus Stop Maintenance	\$100,000	\$6,477
VR	Major Vehicle Repairs	\$300,000	\$67,233
IF	Infrastructure Support	\$216,137	\$198,366

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

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

TECHNOLOGY PROJECTS

ONGOING CAPITAL EXPENSES