



711 Grand Ave, #110
San Rafael, CA 94901
ph: 415.226.0855
marintransit.org

Board of Directors

Katie Rice

President
Supervisor District 2

Brian Colbert

Vice President
Town of San Anselmo

Eric Lucan

2nd Vice President
Supervisor District 5

Mary Sackett

Director
Supervisor District 1

Stephanie

Moulton-Peters
Director
Supervisor District 3

Dennis Rodoni

Director
Supervisor District 4

Maribeth Bushey

Director
City of San Rafael

Fred Casissa

Alternate
Town of Corte Madera

December 4, 2023

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

**Subject: Marin County Transit District First Quarter FY 2023/24
Financial Report**

Dear Board Members:

Recommendation

Accept report and approve associated budget amendments.

Summary

The quarterly report is an opportunity for your Board to review the District's financial status and to provide fiscal and operational accountability. This report represents all financial transactions for the District through the first quarter of Fiscal Year 2023/24 and requests your approval of budget amendments 2024-01 and 2024-02.

Background

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. These include recorded estimates for property tax and other significant transactions.

Discussion

First quarter operations and capital expenses and revenues were consistent with the Board-adopted budget (Attachment A). Capital expenditures were less than 50% of the capital budget due to timing of vehicle purchases scheduled for delivery in December and January.

Transit Operating Expenses

FY 2023/24 transit operating expenditures through the first quarter (Attachment A, Page 1) are \$10.7 million, which is 25 percent of the annual budget of \$42.9 million. With these expenditures, Marin Transit delivered 26 percent of budget fixed route service hours and 18 percent of budgeted local paratransit service hours as identified in Table 1.



Transit Operating Revenues

Marin Transit's FY2023/24 operating revenues through the first quarter (Attachment A, Page 1) are \$10.6 million or 24 percent of the annual budget of \$43.9 million.

Capital Budget

Through the first quarter, Marin Transit's expenditures in the Capital Budget (Attachment A, Page 1) were \$402,000 or 2% percent of the \$16.6 million budget. Capital revenues typically tie closely to expenditures as they tend to be on a reimbursement basis. This is not true this fiscal year due to the planned expenditure of capital reserve funds for facility projects. Attachment C includes a complete Capital Report for all major Marin Transit capital projects for the current period.

Table 1: FY2023/24 Year to Date (YTD) thru First Quarter Service Operations

Service	Budgeted Annual Revenue Hours	YTD thru Q1 Actual Revenue Hours	% of Annual
Regular Local and Trunk Line	121,000	35,157	29%
Community Shuttles	39,700	5,854	15%
School Supplemental Service	1,725	221	13%
Muir Woods Shuttle	6,500	2,552	39%
West Marin Stagecoach Service	16,500	4,051	25%
Fixed Route Subtotal	185,425	47,834	26%
Marin Access Shuttles	400	133	33%
Local Paratransit Service	36,000	6,440	18%
Regional Paratransit Service	5,000	1,012	20%
Yellow School Bus Service	4 buses	4	-
Service	Annual Estimated Trips	YTD thru Q1 Actual Trips	% of Annual
Catch A Ride	4,000	1,667	42%
Volunteer Driver	9,500	2,640	28%

Source: Marin Transit

Fiscal/Staffing Impact

Staff recommends that your Board approve Budget Amendments 2024-01 and 2024-02 (Attachment B). Amendment 2024-01 adjusts the current year capital budgets based on the FY2022/23 actuals to retain the total project budgets. The amendment increases FY2023/24 capital expenses by \$468,484. The shift of costs between fiscal years does not change the multi-year capital costs of the projects.



Amendment 2024-02 adds additional federal grant funding that was awarded and the associated local match to the 3010/3020 Kerner project.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Karina", with a long, sweeping horizontal line extending to the right.

Karina Sawin
Accounting Manager

Attachment A: FY2023/24 First Quarter Financial Report

Attachment B: FY2023/24 Budget Amendments

Attachment C: Capital Projects Report

Marin Transit
FY2023/24 Q1 Budget Report
From 7/1/2023 Through 09/30/2023

(In Whole Numbers)

	<u>FY23 Actual</u>	<u>Total Budget - Original</u>	<u>Total Budget - Revised</u>	<u>Current Period Actual</u>	<u>Percent Total Budget Used</u>
Revenue					
Vehicle Operations	37,990,774	43,865,464	43,865,464	10,604,812	0
Capital	7,325,565	14,447,657	14,217,805	446,915	0
Total Revenue	<u>45,316,339</u>	<u>58,313,121</u>	<u>58,083,268</u>	<u>11,051,727</u>	<u>0</u>
Expenses					
Vehicle Operations	37,104,214	42,939,813	42,939,813	10,746,142	0
Capital	7,347,763	16,347,653	16,631,736	402,826	0
Total Expenses	<u>44,451,977</u>	<u>59,287,466</u>	<u>59,571,549</u>	<u>11,148,968</u>	<u>0</u>
Expenditures	<u>44,451,977</u>	<u>49,220,186</u>	<u>59,571,549</u>	<u>11,148,968</u>	<u>0</u>
Net Revenue Over Expenditures	<u>864,362</u>	<u>(974,345)</u>	<u>(1,488,281)</u>	<u>(97,241)</u>	<u>0</u>

Marin Transit
FY2023/24 Q1 Budget Report
From 7/1/2023 Through 09/30/2023

Operations Summary - Admin, Local, Rural, Marin Access, Yellow Bus

	<u>FY23 Actual</u>	<u>Total Budget - Original</u>	<u>Total Budget - Revised</u>	<u>Current Period Actual</u>	<u>Percent Total Budget Used</u>
Fare Revenue	3,359,930	3,367,118	3,367,118	725,900	21.56%
Advertising & Other Revenue	235,790	60,000	60,000	12,082	20.14%
Fee for Service	1,336,976	1,441,552	1,441,552	382,244	26.52%
Interest	285,133	90,700	90,700	208,335	229.70%
Measure A	900,490	942,869	942,869	942,866	100.00%
Measure AA	9,403,780	17,703,716	17,703,716	3,558,731	20.10%
Measure B	825,310	895,000	895,000	154,519	17.26%
Property Taxes	5,615,424	5,682,781	5,682,781	1,709	0.03%
Redevelopment Area (RDA) Fees	90,392	67,500	67,500	-	0.00%
State Transit Assistance (STA)	3,021,660	5,158,794	5,158,794	1,324,173	25.67%
Transit Development Act (TDA)	10,909,658	7,881,923	7,881,923	1,970,481	25.00%
Other State	25,419	32,300	32,300	977	3.02%
FTA Funds	5,421,507	1,681,360	1,681,360	1,019,369	60.63%
National Park Service	521,983	655,985	655,985	303,426	46.26%
Cost Center Revenue Transfers	(3,962,680)	(1,796,134)	(1,796,134)	-	0.00%
Total Revenue	<u>37,990,772</u>	<u>43,865,464</u>	<u>43,865,464</u>	<u>10,604,812</u>	24.18%
Salaries and Benefits	3,015,440	3,523,449	3,523,449	852,338	24.19%
Consultant Services	369,148	654,585	654,585	230,013	35.14%
Professional Service-Legal	35,708	150,000	150,000	3,288	2.19%
Security and Maintenance	236,725	272,628	272,628	49,884	18.30%
Customer Service	126,842	-	-	-	0.00%
Mobility Management Support Programs	3,873	63,113	63,113	730	1.16%
Grants to External Agencies	514,606	758,571	758,571	-	0.00%
Office Supplies	342,750	398,997	398,997	190,768	47.81%
Covid Cleaning and Supplies	3,709	-	-	-	0.00%
General Insurance	104,159	122,000	122,000	107,396	88.03%
Contract Service Operation	29,349,517	32,701,974	32,701,974	8,385,941	25.64%
Membership & Prof Development	68,339	88,065	88,065	39,349	44.68%
Mileage and Travel	16,094	25,750	25,750	2,687	10.43%
Marketing	127,998	167,483	167,483	34,314	20.49%
Communication	189,448	255,623	255,623	60,010	23.48%
Fuel	2,902,027	3,662,108	3,662,108	768,006	20.97%
Utilities	55,362	68,032	68,032	10,825	15.91%
Vehicle Leases	26,210	32,556	32,556	5,426	16.67%
Office - Rental and Overhead	-	189,479	189,479	46,548	24.57%
Cost Center Transfers	<u>(383,741)</u>	<u>(194,600)</u>	<u>(194,600)</u>	<u>(41,382)</u>	21.27%
Total Expenses	<u>37,104,214</u>	<u>42,939,813</u>	<u>42,939,813</u>	<u>10,746,141</u>	25.03%
Net Revenue Over Expenditures	<u>886,558</u>	<u>925,651</u>	<u>925,651</u>	<u>(141,329)</u>	-15.27%

Marin Transit
FY2023/24 Q1 Budget Report
From 7/1/2023 Through 09/30/2023

<i>Detail - Administration</i>			Total Budget -	Total Budget -	Current Period	Percent Total	
			FY23 Actual	Original	Revised	Actual	Budget Used
Revenue							
Interest	4070400	285,133	90,700	90,700	208,335	229.69%	
Redevelopment Fees	4079950	38,459	27,500	27,500	-	0.00%	
Residual ABX 126	4079954	51,933	40,000	40,000	-	0.00%	
PropTax-CurrntSecured	4080101	4,861,117	5,006,731	5,006,731	-	0.00%	
County Fee-SV2557Admin Basic Tax	4080102	(62,795)	(66,950)	(66,950)	-	0.00%	
Property Tax-Unitary	4080103	49,892	45,000	45,000	-	0.00%	
PropTax-CurrntUnSecur	4080104	88,184	85,000	85,000	-	0.00%	
Educ Rev Augm Fund-Redist	4080105	489,524	500,000	500,000	-	0.00%	
PropTax-Supp CY SECR	4080106	174,652	100,000	100,000	-	0.00%	
PropTax-Supp Unsecured	4080107	5,711	4,000	4,000	-	0.00%	
PropTax-Redemtion	4080108	4,284	3,500	3,500	1,709	48.82%	
Property Tax-Prior Unsecured	4080109	4,855	5,500	5,500	-	0.00%	
National Park Service	4089901	1	150	150	-	0.00%	
Local Government Payments	4090101	84,632	-	-	-	0.00%	
Other State	4119940	206	300	300	-	0.00%	
Total Revenue		6,075,788	5,841,431	5,841,431	210,044	0	
Transfers							
Property Tax Transfer	4700001	(5,060,645)	(4,137,308)	(4,137,308)	(218,005)	0	
Total Transfers		(5,060,645)	(4,137,308)	(4,137,308)	(218,005)	0	
Net Revenue		4,064,537	1,682,115	1,682,115	(7,961)	72.53%	
Expense							
Salaries	5010200	1,828,834	2,133,390	2,133,390	608,724	28.53%	
Employee Benefits	5020000	1,186,605	1,390,059	1,390,059	243,614	17.52%	
Consultant Services	5030301	135,533	220,000	220,000	39,736	18.06%	
Professional Svcs - Legal	5030303	33,143	150,000	150,000	3,288	2.19%	
Prof Svcs - Accounting and Audit	5030305	31,682	37,000	37,000	-	0.00%	
Security Services	5030701	1,328	5,000	5,000	502	10.04%	
Office Supplies	5049901	6,193	14,200	14,200	2,489	17.52%	
Small Furn/Equip	5049902	2,115	10,000	10,000	2,936	29.35%	
Software	5049903	93,803	95,000	95,000	61,989	65.25%	
Copier Suppl & Svc	5049904	7,836	10,000	10,000	1,990	19.90%	
Postage	5049905	1,033	3,500	3,500	-	0.00%	
Computers	5049906	22,223	23,000	23,000	2,798	12.16%	
Communication - Phone	5050201	29,752	36,350	36,350	8,380	23.05%	
Insurance - Gen Liability	5060301	104,159	122,000	122,000	107,396	88.02%	
Membership & Prof Development	5090101	68,339	88,065	88,065	39,349	44.68%	
Mileage and Travel	5090202	16,094	25,750	25,750	2,687	10.43%	
Marketing	5090801	6,522	14,420	14,420	14,486	100.45%	
Office Rental	5121200	16,753	189,479	189,479	46,548	1.91%	
Total Expense		3,591,947	4,567,213	4,567,213	1,186,912	0	
Transfers							
Cost Center Salary/Benefit Transfers	5100100	(2,800,830)	(3,117,902)	(3,117,902)	(871,994)	27.96%	
Cost Center Transfer Overhead	5100101	(636,698)	(592,663)	(592,663)	(181,549)	30.63%	
Total Transfers		(3,437,527)	(3,710,565)	(3,710,565)	(1,053,544)	28.39%	
Total Expense		154,420	856,648	856,648	133,368	15.57%	

Marin Transit
FY2023/24 Q1 Budget Report
From 7/1/2023 Through 09/30/2023

		FY23 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
<i>Detail- Local</i>						
Revenue						
Special Fares - Paid By Another Agency	5122871	497,295	566,783	566,783	67,912	11.98%
Advertising Revenue	4060301	142,601	60,000	60,000	12,081	20.13%
Lease of Property	4070301	93,189	-	-	-	0.00%
Local Government Payments	4090101	20,000	-	-	-	0.00%
Measure A Sales Tax	4092001	680,000	712,006	712,006	712,000	99.99%
Measure AA - Sales Tax	4092005	4,938,072	12,768,830	12,768,830	2,782,442	21.79%
State Transit Assistance -Population Based	4110101	1,461,660	2,598,794	2,598,794	669,173	25.74%
Transit Develoment Act (TDA)	4110102	10,909,658	7,881,923	7,881,923	1,970,481	25.00%
State Transit Assistance - Revenue Based	4110104	1,500,000	2,500,000	2,500,000	625,000	24.99%
SREC Credits	4119911	6,915	16,000	16,000	977	6.10%
Fed- FTA 5307 STP	4139912	239,570	40,400	40,400	284,002	0.00%
Fed-FTA 5307 CARES	4139914	3,589,664	-	-	-	0.00%
National Park Service	4139951	521,982	655,835	655,835	303,426	46.26%
Fare Revenue	4140100	<u>2,117,981</u>	<u>2,081,000</u>	<u>2,081,000</u>	<u>503,033</u>	<u>24.17%</u>
Total Revenue		26,718,587	29,881,571	29,881,571	7,930,527	26.54%
Transfers						
Property Tax Transfer	4700001	435,988	320,000	320,000	148,895	46.53%
Program Revenue Transfer	4700002	<u>72,367</u>	<u>80,000</u>	<u>80,000</u>	<u>40,000</u>	<u>50.00%</u>
Total Transfers		508,355	400,000	400,000	188,895	47.22%
Net Revenue		<u>27,226,942</u>	<u>30,281,571</u>	<u>30,281,571</u>	<u>8,119,422</u>	<u>26.81%</u>
Expense						
Consultant Services	5030301	201,942	260,000	260,000	171,459	65.94%
Fare Processing Charges	5030310	25,579	22,660	22,660	6,024	26.58%
Customer Service	5030320	126,842	-	-	-	0.00%
Bus Stop Maintenance	5030501	-	160,000	160,000	22,822	14.26%
Custodial Service	5030602	49,610	81,490	81,490	15,384	18.87%
Security Services	5030701	82,391	-	-	2,317	0.00%
Fuel	5040101	2,104,339	2,525,811	2,525,811	539,390	21.35%
Electrical Power	5040160	59,541	216,300	216,300	12,583	5.81%
Utilities (Facility)	5040180	42,814	37,132	37,132	7,581	20.41%
Small Furn/Equip	5049902	13,935	10,300	10,300	-	0.00%
Software	5049903	62,570	60,000	60,000	35,660	59.43%
COVID- Supplies and Cleaning	5049911	131	-	-	-	0.00%
Communication-MERA Radio	5050204	972	-	-	-	0.00%
Communication-AVL	5050205	106,347	143,600	143,600	14,385	10.01%
Communication-Data	5050206	2,261	14,287	14,287	438	3.06%
Purchased Transportation - In Report	5080101	21,793,060	23,798,817	23,798,817	6,432,071	27.02%
Marketing	5090801	<u>100,822</u>	<u>95,295</u>	<u>95,295</u>	<u>14,487</u>	<u>15.20%</u>
Total Expense		24,773,156	27,425,692	27,425,692	7,274,601	26.52%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	2,015,664	2,325,271	2,325,271	699,240	30.07%
Cost Center Transfer Overhead	5100101	<u>435,988</u>	<u>375,989</u>	<u>375,989</u>	<u>145,582</u>	<u>38.71%</u>
Total Transfers		2,451,652	2,701,261	2,701,261	844,821	31.28%
Total Expense		<u>27,224,808</u>	<u>30,126,953</u>	<u>30,126,953</u>	<u>8,119,422</u>	<u>26.95%</u>

Marin Transit
FY2023/24 Q1 Budget Report
From 7/1/2023 Through 09/30/2023

			FY23 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
<i>Detail - Rural</i>							
Revenue							
Measure A Sales Tax	4092001		55,080	57,672	57,672	57,672	100.00%
Measure AA - Sales Tax	4092005		1,131,141	926,812	926,812	582,735	62.87%
Fed-FTA 5311 Rural	4139920		297,303	303,249	303,249	-	0.00%
Fed-FTA 5311 CARES	4139923		246,000	-	-	-	0.00%
Fare Revenue	4140100		71,688	80,000	80,000	11,869	14.83%
Total Revenue			1,801,212	1,367,733	1,367,733	652,276	47.69%
Transfers							
Property Tax Transfer	4700001		598,419	1,318,000	1,318,000	7,329	0.00%
Total Transfers			598,419	1,318,000	1,318,000	7,329	0.00%
Net Revenue			2,399,631	2,685,733	2,685,733	659,605	24.56%
Expense							
Consultant Services	5030301		23,180	16,000	16,000	-	0.00%
Fuel	5040101		296,310	322,568	322,568	92,474	28.66%
Utilities (Facility)	5040180		60	-	-	-	0.00%
Small Furn/Equip	5049902		-	5,000	5,000	-	0.00%
Communication-AVL	5050205		11,824	15,000	15,000	-	0.00%
Purchased Transportation - In Report	5080101		1,907,873	2,057,149	2,057,149	520,699	25.31%
Marketing	5090801		11,229	21,218	21,218	3,900	18.38%
Total Expense			2,250,476	2,436,935	2,436,935	617,073	25.32%
Transfers							
Cost Center Salary/Benefit Transfers	5100100		122,629	140,938	140,938	35,203	24.97%
Cost Center Transfer Overhead	5100101		26,525	41,751	41,751	7,329	17.55%
Total Transfers			149,154	182,689	182,689	42,532	23.28%
Total Expense			2,399,630	2,619,624	2,619,624	659,605	25.18%

Marin Transit
FY2023/24 Q1 Budget Report
From 7/1/2023 Through 09/30/2023

			FY23 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
<i>Detail - Marin Access</i>							
Revenue							
Measure A Sales Tax	4092001		165,410	173,191	173,191	173,194	100.00%
Measure AA - Sales Tax	4092005		2,594,817	2,934,903	2,934,903	160,622	5.47%
Measure B	4099950		825,310	895,000	895,000	154,519	17.26%
State Transit Assistance -Population Based	4110101		60,000	60,000	60,000	30,000	50.00%
State Prop Tx Relief HOPTR	4119910		18,298	16,000	16,000	-	0.00%
Fed-FTA 5307 Urbanized Area Formula	4139910		1,039,640	1,061,461	1,061,461	668,260	62.95%
Fed-FTA 5310 Mobility	4139915		9,330	276,250	276,250	67,107	24.29%
Fare Revenue	4140100		203,095	170,875	170,875	39,103	22.88%
GGBHTD Payment for Local Paratransit	4601003		682,849	786,640	786,640	171,920	21.85%
GGBHTD Payment for Regional Paratransit	4601004		525,969	636,495	636,495	207,523	32.60%
Total Revenue			6,124,718	7,010,815	7,010,815	1,672,248	23.85%
Transfers							
Property Tax Transfer	4700001		63,558	703,174	703,174	15,975	2.27%
Program Revenue Transfer	4700002		(72,367)	(80,000)	(80,000)	-	0.00%
Total Transfers			(8,809)	623,174	623,174	15,975	2.56%
Net Revenue			6,115,909	7,633,989	7,633,989	1,688,223	22.11%
Expense							
Consultant Services	5030301		8,238	85,782	85,782	2,342	2.73%
Fare Processing Charges	5030310		1,403	-	-	323	0.00%
Custodial Service	5030602		20,769	24,000	24,000	7,349	30.62%
Security Services	5030701		-	-	-	1,150	0.00%
Fuel	5040101		441,837	597,429	597,429	123,559	20.68%
Utilities (Facility)	5040180		12,488	30,900	30,900	3,244	10.49%
Small Furn/Equip	5049902		1,253	10,000	10,000	-	0.00%
Software	5049903		130,942	156,997	156,997	82,592	52.60%
COVID- Supplies and Cleaning	5049911		3,578	-	-	-	0.00%
Communication-MERA Radio	5050204		25,963	27,846	27,846	33,742	121.17%
Communication-Data	5050206		12,330	18,540	18,540	3,065	16.53%
Purchased Transportation - In Report	5080101		4,568,889	5,525,452	5,525,452	1,141,900	20.66%
Purchased Transportation - Regional	5080102		476,339	566,716	566,716	179,415	31.65%
Marketing	5090801		9,425	36,050	36,050	1,440	3.99%
Misc-Exp Transit User Training	5098001		3,873	13,113	13,113	730	5.56%
Gap Grant	5098002		-	50,000	50,000	-	0.00%
Total Expense			5,717,327	7,142,825	7,142,825	1,580,851	22.13%
Transfers							
Cost Center Salary/Benefit Transfers	5100100		327,701	459,980	459,980	88,870	19.32%
Cost Center Transfer Overhead	5100101		70,882	136,262	136,262	18,503	13.57%
Total Transfers			398,583	596,242	596,242	107,372	18.01%
Total Expense			6,115,910	7,739,067	7,739,067	1,688,223	21.81%

Marin Transit
FY2023/24 Q1 Budget Report
From 7/1/2023 Through 09/30/2023

Detail - Yellow Bus

		<u>FY23 Actual</u>	<u>Total Budget - Original</u>	<u>Total Budget - Revised</u>	<u>Current Period Actual</u>	<u>Percent Total Budget Used</u>
Revenue						
Yellow Bus Fares - Paid by Another Agency	4030000	171,000	171,000	171,000	-	0.00%
Local Government Payments	4090101	23,526	18,416	18,416	2,800	15.20%
Measure AA - Sales Tax	4092005	739,750	1,073,171	1,073,171	32,933	3.06%
Fare Revenue - Yellow Bus	4140105	<u>298,871</u>	<u>297,460</u>	<u>297,460</u>	<u>103,983</u>	<u>34.95%</u>
Total Revenue		1,233,147	1,560,047	1,560,047	139,716	8.96%
Transfers						
Property Tax Transfer	4700001	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,806</u>	<u>-</u>
Total Transfers		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Revenue		<u>1,233,147</u>	<u>1,560,047</u>	<u>1,560,047</u>	<u>145,522</u>	<u>9.33%</u>
Expense						
Consultant Services	5030301	11,799	4,000	4,000	6,488	162.20%
Fare Processing Charges	5030310	10,533	9,143	9,143	3,915	42.81%
Custodial Service	5030602	1,885	2,138	2,138	87	4.06%
Software	5049903	848	1,000	1,000	314	31.38%
Yellow Bus School Service	5080103	603,356	753,840	753,840	111,856	14.83%
Marketing	5090801	-	500	500	-	0.00%
Measure AA Yellow Bus Grants	5098008	514,606	758,571	758,571	-	0.00%
Leases and Rentals - Passenger Vehicles	5120401	<u>26,210</u>	<u>32,556</u>	<u>32,556</u>	<u>5,426</u>	<u>16.66%</u>
Total Expense		1,169,237	1,561,748	1,561,748	128,086	8.20%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	44,723	27,599	27,599	14,431	52.28%
Cost Center Transfer Overhead	5100101	<u>9,674</u>	<u>8,176</u>	<u>8,176</u>	<u>3,005</u>	<u>36.75%</u>
Total Transfers		54,397	35,775	35,775	17,436	48.74%
Total Expense		<u>1,223,634</u>	<u>1,597,523</u>	<u>1,597,523</u>	<u>145,522</u>	<u>9.11%</u>

Marin Transit
FY2023/24 Q1 Budget Report
From 07/01/2023 Through 09/30/2023

Detail:Capital Budget

	Total Project Budget	Prior Year Expenditures	FY2023/24 Budget	FY2023/24 Revised	FY2023/24 Actual	Total Project Expenditures
LE Purchase 7 35 ft Hybrids	6,423,974	1,363	6,422,474	6,421,111	2,138	3,501
PD Purchase 5 paratransit replacements	505,000	7,313	496,594	497,687	841	8,154
PE Purchase 1 electric paratransit	677,208	4,295	673,208	672,913	269	4,564
PF Purchase 5 paratransit replacements	515,000	4,438	509,500	510,562	894	5,332
Subtotal Vehicles	8,121,182	17,409	8,101,776	8,102,273	4,142	21,551
BN Novato Bus Stop Shelters	61,115	2,972	52,052	58,143	285	3,257
BP ADA Bus Stop Improvements	1,703,000	261,331	1,477,288	1,441,679	43,705	305,036
BQ Capital Corridor Improvements	2,000,000	0	500,000	500,000	0	0
Subtotal Bus Stop Improvements	3,764,115	264,303	2,029,340	1,999,822	43,990	308,293
FS Facility - Rush Landing Improvements	2,800,000	2,480,568	0	319,432	227,437	2,708,005
FG Facility Maintenance Facility	20,000,000	44,098	300,000	300,000	17,969	62,067
FH Facility - 3010/3020 Kerner Improvements	2,148,537	121,927	1,848,537	2,026,610	56,994	178,921
FI Facility - Kerner Driver Break Room	650,000	0	650,000	650,000	0	0
YF Yellow Bus Parking Facility	3,000,000	0	3,000,000	3,000,000	0	0
Subtotal Facility	28,598,537	2,646,593	5,798,537	6,296,042	302,400	2,948,993
GG Golden Gate Capital Costs (GG)	24,000	54,186	18,000	18,000	4,985	4,985
VR Major Vehicle Repairs (VR)	200,000	236,197	200,000	200,000	2,726	2,726
IF Infrastructure Support (IF)	400,000	1,426,624	200,000	200,000	44,583	44,583
Subtotal Ongoing Capital Expenses	624,000	1,717,007	418,000	418,000	52,294	52,294
Total Expenditures	41,107,834	4,645,312	16,347,653	16,816,137	402,826	3,331,131

Attachment B

FY2023/24 Q1
Budget Amendments

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
2024-01	pending	Roll forward of FY2023 Capital Project expenditures.	Capital	Capital	LE	5230101 Vehicles	6,422,474	-1,363	6,421,111
					PD	5230101 Vehicles	496,594	1,093	497,687
					PE	5230101 Vehicles	673,208	-295	672,913
					PF	5230101 Vehicles	509,500	1,062	510,562
					BN	5230104 Facilities	52,052	6,091	58,143
					BP	5230104 Facilities	1,477,288	-35,609	1,441,679
					FH	5230104 Facilities	1,848,537	178,073	2,026,610
					FS	5230104 Facilities	0	319,432	319,432
		Total Change for 2024-01							
2024-02	pending	Update to add additional federal and local funding to 3010/3020 Kerner Project	Capital	Capital	FH	4139910 Fed-FTA 5307	1,192,789	193,579	1,386,368
						4700101 Ptax Reserves	0	346,600	346,600
						5230104 Facility	2,026,610	540,179	2,566,789
		Total Change for 2024-02							



Capital Projects Report FY2023/24

This capital project report provides details for FY2023/24. 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 FY2024	Total Project Expenditures
Vehicles	\$8,121,182	\$4,142	\$21,551
Bus Stop Improvements	\$3,764,115	\$43,990	\$308,293
Facility	\$28,598,537	\$302,400	\$2,948,993
Technology Projects	\$0	\$0	\$0
Ongoing Capital Expenses	\$624,000	\$52,294	\$52,294 (annual)
	\$41,107,834	\$402,826	\$3,331,131

Purchase Seven 35ft Hybrid Vehicles (Replacement)

Total Project Budget \$6,423,974

Concept: Replace seven 35ft Hybrid vehicles to replace vehicles beyond their useful life.

Funding: \$4,882,220 Federal Section 5307

\$770,877 State

\$770,877 Measure AA

Description: Purchase seven 35ft Hybrid vehicles

Status: Vehicles have been ordered and delivery is expected in January 2024



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u> <u>Date</u>	<u>Percent Complete</u>	<u>Anticipated</u> <u>Completion Date</u>
LE	\$6,423,974	\$3,501	0%	Mar-24

Purchase 5 Paratransit Vehicles (Replacements)

Total Project Budget \$505,000

Concept: Purchase 5 Paratransit Replacements

Funding: \$404,000 Federal 5307

\$101,000 Measure AA

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

Status: Board authorized purchase of these vehicles in November 2021 but the vendor canceled order due to supply chain issues. Board authorized new purchase to the board in November 2022 and delivery is estimated in early 2024.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u> <u>Date</u>	<u>Percent Complete</u>	<u>Anticipated</u> <u>Completion Date</u>
PD	\$505,000	\$8,154	30%	Mar-24

VEHICLES

VEHICLES



VEHICLES

Purchase 5 Paratransit Replacements**Total Project Budget****\$515,000**Concept: Purchase 5 paratransit replacementsFunding: \$412,000 Federal Section 5307
\$103,000 Measure AADescription: Replace 5 paratransit vehicles beyond their useful lifeStatus: This purchase was combined with the paratransit replacement above. Board authorized new purchase to the board in November 2022 and delivery is expected in early 2024.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion Date</u>
PF	\$515,000	\$5,332	30%	Mar-24

VEHICLES

Purchase 1 Electric Paratransit**Total Project Budget****\$677,208**Concept: Purchase One Electric ParatransitFunding: \$677,208 State LCTOPDescription: Replace 1 paratransit vehicles that is beyond its useful lifeStatus: Marin Transit will replace one paratransit vehicle with an electric paratransit vehicle. Staff plans to bring this purchase to the Board for authorization in 2024.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Anticipated</u>
		<u>Date</u>	<u>Percent Complete</u>	<u>Completion Date</u>
PE	\$677,208	\$4,564	1%	Mar-24

BUS STOP IMPROVEMENTS

Bus Stop Improvements - Novato Bus Shelters**Total Project Budget****\$61,115**Concept: Replace Bus Shelters in NovatoFunding: \$48,892 Federal Lifeline Program
\$12,223 Measure AADescription: Purchase up to eight shelters in NovatoStatus: 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 Date</u>
		<u>Date</u>	<u>Percent Complete</u>	
BN	\$61,115	\$3,257	5%	Jun-24

**Bus Stop Improvements - County Wide Stop Improvements****Total Project Budget \$1,703,000**Concept: Complete construction of Bus Stop Improvements

Funding: \$1,362,400 Federal
\$340,600 Measure AA

Description: Design & Construction 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>Date</u>	<u>Percent Complete</u>	<u>Completion Date</u>
BP	\$1,703,000	\$305,036	18%	Dec-24

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. Phase 1, which included Bus Charging infrastructure installation is complete. Phase 2 including enhanced fencing and lighting is almost complete.



<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u> <u>Date</u>	<u>Percent Complete</u>	<u>Anticipated</u> <u>Completion Date</u>
FS	\$2,800,000	\$2,708,005	97%	Dec-23

Facility - Maintenance Facility**Total Project Budget \$20,000,000**Concept: Purchase/Build Fixed Route Maintenance FacilityFunding: \$20,000,000 Capital ReserveDescription: Purchase/Build Fixed Route Maintenance FacilityStatus: Marin Transit is actively looking for a site to purchase.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u> <u>Date</u>	<u>Percent Complete</u>	<u>Anticipated</u> <u>Completion Date</u>
FG	\$20,000,000	\$62,067	0%	Jul-25

Facility - Kerner Driver Break Room Improvements**Total Project Budget \$650,000**Concept: Improve Driver Break Room at KernerFunding: \$650,000 Local Property TaxDescription: Make improvements to Kerner Maintenance Facility to provide drivers with a Break Room area.

Status: Project anticipated to begin in 2024.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u> <u>Date</u>	<u>Percent Complete</u>	<u>Anticipated</u> <u>Completion Date</u>
FI	\$650,000	\$0	0%	Jun-24



ADMIN AND OPERATIONS FACILITY

Facility - 3010/3020 Kerner Improvement

Total Project Budget \$2,148,537

Concept: Improvements to the 3010/3020 Kerner Parking FacilityFunding: \$655,747 LCTOP Funding

\$1,192,790 FTA 5339

\$300,000 Local Property Tax

Description: Prepare site for vehicle parking and electric bus chargingStatus: Board authorized contract for design of a new parking facility at 3000 Kerner Blvd in December 2022. Staff completed the design in November 2023 and anticipates construction to begin in 2024.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u> <u>Date</u>	<u>Percent Complete</u>	<u>Anticipated</u> <u>Completion Date</u>
FH	\$2,148,537	\$178,921	8%	Dec-24

Facility - Yellow Bus Parking Facility

Total Project Budget \$3,000,000

Concept: Identify and purchase property for vehiclesFunding: \$3,000,000 Capital ReserveDescription: Replace temporary leased parking with a permanent locationStatus: Marin Transit is evaluating and identifying opportunities for land acquisition.

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

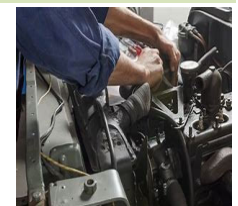
ONGOING CAPITAL EXPENSES

Ongoing Capital Expenses

Annual Budget \$418,000

Concept: Ongoing capital expensesFunding: \$418,000 Measure A

<u>Projects:</u>		Total Project Budgets	Annual Budget	Expended in FY2024
GG	Golden Gate Capital Costs	\$18,000	\$18,000	\$4,985
VR	Major Vehicle Repairs	\$200,000	\$200,000	\$2,726
IF	Infrastructure Support	\$200,000	\$200,000	\$44,583

Description: Ongoing 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.