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April 08, 2024

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

**Subject: Marin County Transit District Second 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 second quarter of Fiscal Year 2023/24 and requests your approval of budget amendments (Attachment B).

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

Second quarter operations and capital expenses and revenues were consistent with the Board-adopted budget (Attachment A). Capital expenditures were three percent of the capital budget due to timing of vehicle purchases and construction projects.

Transit Operating Expenses

FY 2023/24 transit operating expenditures through the second quarter (Attachment A, Page 1) are \$20.6 million, which is 48 percent of the annual budget of \$42.9 million. With these expenditures, Marin Transit delivered 51 percent of budget fixed route service hours and 45 percent of budgeted paratransit service hours as identified in Table 1. Marin Transit is operating a higher level of fixed route hours than budgeted due to the June 2023 service



changes which have required more service hours than anticipated. Budget adjustment 2024-05 increases the budgeted service hours by 5,374 hours.

Transit Operating Revenues

Marin Transit’s FY2023/24 operating revenues through the second quarter (Attachment A, Page 1) are \$23.4 million or 53 percent of the annual budget of \$43.9 million.

Capital Budget

Through the second quarter, Marin Transit’s expenditures in the Capital Budget (Attachment A, Page 1) were \$587,000 or 3% percent of the \$17.3 million budget. Capital revenues typically tie closely to expenditures as they tend to be on a reimbursement basis. 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 Second Quarter Service Operations

Service	Budgeted Annual Revenue Hours	YTD thru Q2 Actual Revenue Hours	% of Annual
Regular Fixed Route	121,000	70,214	58%
Local Connectors (Shuttles)	39,700	11,723	30%
School Supplemental Service	1,725	673	39%
Muir Woods Shuttle	6,500	3,130	48%
West Marin Stagecoach Service	16,500	8,117	49%
Fixed Route Subtotal	185,425	93,857	51%
Marin Access Shuttles	400	248	62%
Local Paratransit Service	36,000	12,507	35%
Regional Paratransit Service	5,000	1,952	39%
Yellow School Bus Service	4 buses	4 buses	-
Service	Annual Estimated Trips	YTD thru Q1 Actual Trips	% of Annual
Catch A Ride	4,000	4,532	113%
Volunteer Driver	9,500	4,775	50%

Source: Marin Transit

Fiscal/Staffing Impact

This item includes Board adoption of the following five administrative budget amendments (Attachment B):



Amendment 2024-03 adds additional state and federal grant funding to the 3010/3020 Kerner project (FH).

Amendment 2024-04 increases FY2023/24 capital expenses by \$600,000 for a Hybrid Battery Refresh (HA) project.

Amendment 2024-05 increases the budgeted hours for fixed route service by 5,374 hours and increases the associated purchased transportation expenses by \$850,000.

Amendment 2024-06 moves consultant service budget from Administration budget to the Local Services budget and has no net fiscal impact.

The July 1, 2024 changes to the Catch a Ride program lowered the subsidy per ride.

Amendment 2024-07 increases the projected number of trips provided with the current budgeted funds.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "K. Sawin", written in a cursive style.

Karina Sawin
Accounting Manager

Attachment A: FY2023/24 Second Quarter Financial Report

Attachment B: FY2023/24 Budget Amendments

Attachment C: Capital Projects Report

Marin Transit
 FY2023/24 Q2 Budget Report
 From 7/1/2023 Through 12/31/2023

(In Whole Numbers)

	FY23 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue					
Vehicle Operations	37,990,774	43,865,464	43,865,464	23,289,204	53%
Capital	7,325,565	14,447,657	15,456,320	495,751	3%
Total Revenue	<u>45,316,339</u>	<u>58,313,121</u>	<u>59,321,783</u>	<u>23,784,955</u>	<u>40%</u>
Expenses					
Vehicle Operations	37,104,214	42,939,813	42,939,813	20,614,683	48%
Capital	7,347,763	16,347,653	17,348,318	587,100	3%
Total Expenditures	<u>44,451,977</u>	<u>59,287,466</u>	<u>60,288,131</u>	<u>21,201,783</u>	<u>35%</u>
Net Revenue Over Expenditures	<u>864,362</u>	<u>(974,345)</u>	<u>(966,348)</u>	<u>2,583,172</u>	<u>-267%</u>

Marin Transit
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 From 7/1/2023 Through 12/31/2023

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

	FY23 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Fare Revenue	3,359,930	3,367,118	3,367,118	1,613,924	47.93%
Advertising & Other Revenue	235,790	60,000	60,000	24,163	40.27%
Fee for Service	1,336,976	1,441,552	1,441,552	725,436	50.32%
Interest	285,133	90,700	90,700	436,687	481.46%
Measure A	900,490	942,869	942,869	942,866	100.00%
Measure AA	9,403,780	17,703,716	17,703,716	7,912,107	44.69%
Measure B	825,310	895,000	895,000	325,003	36.31%
Property Taxes	5,615,424	5,682,781	5,682,781	2,849,667	50.15%
Redevelopment Area (RDA) Fees	90,392	67,500	67,500	36,672	54.33%
State Transit Assistance (STA)	3,021,660	5,158,794	5,158,794	2,648,346	51.34%
Transit Development Act (TDA)	10,909,658	7,881,923	7,881,923	3,940,962	50.00%
Other State	25,419	32,300	32,300	5,798	17.95%
FTA Funds	5,421,507	1,681,360	1,681,360	1,474,748	87.71%
National Park Service	521,983	655,985	655,985	352,827	53.79%
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>23,289,204</u>	53.09%
Salaries and Benefits	3,015,440	3,523,449	3,523,449	1,644,296	46.67%
Consultant Services	369,148	654,585	654,585	356,487	54.46%
Professional Service-Legal	35,708	150,000	150,000	3,801	2.53%
Security and Maintenance	236,725	272,628	272,628	97,180	35.65%
Customer Service	126,842	-	-	-	0.00%
Mobility Management Support Programs	3,873	63,113	63,113	2,921	4.63%
Grants to External Agencies	514,606	758,571	758,571	-	0.00%
Office Supplies	342,750	398,997	398,997	238,643	59.81%
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	16,362,331	50.03%
Membership & Prof Development	68,339	88,065	88,065	50,593	57.45%
Mileage and Travel	16,094	25,750	25,750	10,386	40.33%
Marketing	127,998	167,483	167,483	39,490	23.58%
Communication	189,448	255,623	255,623	145,067	56.75%
Fuel	2,902,027	3,662,108	3,662,108	1,488,376	40.64%
Utilities	55,362	68,032	68,032	25,038	36.80%
Vehicle Leases	26,210	32,556	32,556	13,565	41.67%
Office - Rental and Overhead	-	189,479	189,479	93,096	49.13%
Cost Center Transfers	(383,741)	(194,600)	(194,600)	(63,984)	32.88%
Total Expenses	<u>37,104,214</u>	<u>42,939,813</u>	<u>42,939,813</u>	<u>20,614,683</u>	48.01%
Net Revenue Over Expenditures	<u>886,558</u>	<u>925,651</u>	<u>925,651</u>	<u>2,674,521</u>	288.93%

Marin Transit
FY2023/24 Q2 Budget Report
From 7/1/2023 Through 12/31/2023

<i>Detail - Administration</i>		FY23 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Interest	4070400	285,133	90,700	90,700	436,687	481.46%
Redevelopment Fees	4079950	38,459	27,500	27,500	23,612	85.86%
Residual ABX 126	4079954	51,933	40,000	40,000	13,060	32.65%
PropTax-CurrntSecured	4080101	4,861,117	5,006,731	5,006,731	2,503,366	50.00%
County Fee-SV2557Admin Basic Tax	4080102	(62,795)	(66,950)	(66,950)	(29,802)	44.51%
Property Tax-Unitary	4080103	49,892	45,000	45,000	-	0.00%
PropTax-CurrntUnSecur	4080104	88,184	85,000	85,000	11,573	13.62%
Educ Rev Augm Fund-Redist	4080105	489,524	500,000	500,000	330,057	66.01%
PropTax-Supp CY SECR	4080106	174,652	100,000	100,000	29,141	29.14%
PropTax-Supp Unsecured	4080107	5,711	4,000	4,000	-	0.00%
PropTax-Redemption	4080108	4,284	3,500	3,500	341	9.74%
Property Tax-Prior Unsecured	4080109	4,855	5,500	5,500	4,991	90.75%
National Park Service	4089901	1	150	150	-	0.00%
Local Government Payments	4090101	84,632	-	-	-	0.00%
Other State	4119940	206	300	300	192	64.00%
Total Revenue		6,075,788	5,841,431	5,841,431	3,323,218	56.89%
Transfers						
Property Tax Transfer	4700001	(5,060,645)	(4,137,308)	(4,137,308)	(613,023)	14.82%
Total Transfers		(5,060,645)	(4,137,308)	(4,137,308)	(613,023)	14.82%
Net Revenue		4,064,537	1,682,115	1,704,123	2,710,195	159.04%
Expense						
Salaries	5010200	1,828,834	2,133,390	2,133,390	1,190,787	55.82%
Employee Benefits	5020000	1,186,605	1,390,059	1,390,059	453,510	32.63%
Consultant Services	5030301	135,533	220,000	220,000	82,279	37.40%
Professional Svcs - Legal	5030303	33,143	150,000	150,000	3,801	2.53%
Prof Svcs - Accounting and Audit	5030305	31,682	37,000	37,000	-	0.00%
Security Services	5030701	1,328	5,000	5,000	774	15.48%
Office Supplies	5049901	6,193	14,200	14,200	3,942	27.76%
Small Furn/Equip	5049902	2,115	10,000	10,000	5,884	58.84%
Software	5049903	93,803	95,000	95,000	79,948	84.16%
Copier Suppl & Srvc	5049904	7,836	10,000	10,000	4,051	40.51%
Postage	5049905	1,033	3,500	3,500	3,956	113.03%
Computers	5049906	22,223	23,000	23,000	3,434	14.93%
Communication - Phone	5050201	29,752	36,350	36,350	16,482	45.34%
Insurance - Gen Liability	5060301	104,159	122,000	122,000	107,396	88.03%
Membership & Prof Development	5090101	68,339	88,065	88,065	50,593	57.45%
Mileage and Travel	5090202	16,094	25,750	25,750	10,386	40.33%
Marketing	5090801	6,522	14,420	14,420	15,324	106.27%
Office Rental	5121200	16,753	189,479	189,479	93,096	49.13%
Total Expense		3,591,947	4,567,213	4,567,213	2,125,643	46.54%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	(2,800,830)	(3,117,902)	(3,117,902)	(1,702,108)	54.59%
Cost Center Transfer Overhead	5100101	(636,698)	(592,663)	(592,663)	(354,379)	59.79%
Total Transfers		(3,437,527)	(3,710,565)	(3,710,565)	(2,056,487)	55.42%
Total Expense		154,420	856,648	856,648	69,156	(1.97)%

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<i>Detail- Local</i>		FY23 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Special Fares - Paid By Another Agency	4020000	497,295	566,783	566,783	187,425	33.07%
Advertising Revenue	4060301	142,601	60,000	60,000	24,162	40.27%
Lease of Property	4070301	93,189	-	-	-	#DIV/0!
Local Government Payments	4090101	20,000	-	-	-	#DIV/0!
Measure A Sales Tax	4092001	680,000	712,006	712,006	712,000	100.00%
Measure AA - Sales Tax	4092005	4,938,072	12,768,830	12,768,830	6,121,057	47.94%
State Transit Assistance -Population Based	4110101	1,461,660	2,598,794	2,598,794	1,338,347	51.50%
Transit Development Act (TDA)	4110102	10,909,658	7,881,923	7,881,923	3,940,962	50.00%
State Transit Assistance - Revenue Based	4110104	1,500,000	2,500,000	2,500,000	1,250,000	50.00%
SREC Credits	4119911	6,915	16,000	16,000	2,853	17.83%
Fed- FTA 5307 STP	4139912	239,570	40,400	40,400	284,002	702.98%
Fed-FTA 5307 CARES	4139914	3,589,664	-	-	-	0.00%
National Park Service	4139951	521,982	655,835	655,835	352,827	53.80%
Fare Revenue	4140100	<u>2,117,981</u>	<u>2,081,000</u>	<u>2,081,000</u>	<u>1,090,580</u>	<u>52.41%</u>
Total Revenue		26,718,587	29,881,571	29,881,571	15,304,215	51.22%
Transfers						
Property Tax Transfer	4700001	435,988	320,000	320,000	237,341	74.17%
Program Revenue Transfer	4700002	<u>72,367</u>	<u>80,000</u>	<u>80,000</u>	<u>51,050</u>	<u>63.81%</u>
Total Transfers		508,355	400,000	400,000	288,391	72.10%
Net Revenue		<u>27,226,942</u>	<u>30,281,571</u>	<u>30,281,571</u>	<u>15,592,606</u>	<u>50.91%</u>
Expense						
Consultant Services	5030301	201,942	260,000	260,000	236,443	90.94%
Fare Processing Charges	5030310	25,579	22,660	22,660	17,457	77.04%
Customer Service	5030320	126,842	-	-	-	0.00%
Bus Stop Maintenance	5030501	-	160,000	160,000	50,597	31.62%
Custodial Service	5030602	49,610	81,490	81,490	28,677	35.19%
Security Services	5030701	82,391	-	-	5,214	0.00%
Fuel	5040101	2,104,339	2,525,811	2,525,811	1,077,921	42.68%
Electrical Power	5040160	59,541	216,300	216,300	28,758	13.30%
Utilities (Facility)	5040180	42,814	37,132	37,132	18,486	49.78%
Small Furn/Equip	5049902	13,935	10,300	10,300	1,778	17.26%
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	84,800	59.05%
Communication-Data	5050206	2,261	14,287	14,287	876	6.13%
Purchased Transportation - In Report	5080101	21,793,060	23,798,817	23,798,817	12,360,767	51.94%
Marketing	5090801	<u>100,822</u>	<u>95,295</u>	<u>95,295</u>	<u>16,055</u>	<u>16.84%</u>
Total Expense		24,773,156	27,425,692	27,425,692	13,963,490	50.91%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	2,015,664	2,325,271	2,325,271	1,348,383	57.98%
Cost Center Transfer Overhead	5100101	<u>435,988</u>	<u>375,989</u>	<u>375,989</u>	<u>280,733</u>	<u>74.66%</u>
Total Transfers		2,451,652	2,701,261	2,701,261	1,629,116	60.31%
Total Expense		<u>27,224,808</u>	<u>30,126,953</u>	<u>30,126,953</u>	<u>15,592,606</u>	<u>51.76%</u>

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<i>Detail - Rural</i>	FY23 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
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	926,812	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 <u>71,688</u>	<u>80,000</u>	<u>80,000</u>	<u>33,360</u>	<u>31.74%</u>
Total Revenue	1,801,212	1,367,733	1,367,733	1,017,844	74.42%
Transfers					
Property Tax Transfer	4700001 <u>598,419</u>	<u>1,318,000</u>	<u>1,318,000</u>	<u>261,604</u>	<u>19.85%</u>
Total Transfers	598,419	1,318,000	1,318,000	261,604	19.85%
Net Revenue	<u>2,399,631</u>	<u>2,685,733</u>	<u>2,685,733</u>	<u>1,279,448</u>	<u>47.64%</u>
Expense					
Consultant Services	5030301 23,180	16,000	16,000	-	0.00%
Fuel	5040101 296,310	322,568	322,568	157,718	48.89%
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	3,384	22.55%
Purchased Transportation - In Report	5080101 1,907,873	2,057,149	2,057,149	1,034,706	50.29%
Marketing	5090801 <u>11,229</u>	<u>21,218</u>	<u>21,218</u>	<u>3,900</u>	<u>18.38%</u>
Total Expense	2,250,476	2,436,935	2,436,935	1,199,708	49.23%
Transfers					
Cost Center Salary/Benefit Transfers	5100100 122,629	140,938	140,938	65,999	46.82%
Cost Center Transfer Overhead	5100101 <u>26,525</u>	<u>41,751</u>	<u>41,751</u>	<u>13,741</u>	<u>32.91%</u>
Total Transfers	149,154	182,689	182,689	79,740	43.65%
Total Expense	<u>2,399,630</u>	<u>2,619,624</u>	<u>2,619,624</u>	<u>1,279,448</u>	<u>48.84%</u>

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<i>Detail - Marin Access</i>	FY23 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue					
Measure A Sales Tax	4092001	165,410	173,191	173,191	100.00%
Measure AA - Sales Tax	4092005	2,594,817	2,934,903	2,934,903	22.69%
Measure B	4099950	825,310	895,000	895,000	36.31%
State Transit Assistance -Population Based	4110101	60,000	60,000	60,000	100.00%
State Prop Tx Relief HOPTR	4119910	18,298	16,000	16,000	2,754
Fed-FTA 5307 Urbanized Area Formula	4139910	1,039,640	1,061,461	1,061,461	1,061,738
Fed-FTA 5310 Mobility	4139915	9,330	276,250	276,250	129,008
Fare Revenue	4140100	203,095	170,875	170,875	101,305
GGBHTD Payment for Local Paratransit	4601003	682,849	786,640	786,640	327,931
GGBHTD Payment for Regional Paratransit	4601004	525,969	636,495	636,495	390,482
Total Revenue		6,124,718	7,010,815	7,010,815	3,237,224
Transfers					
Property Tax Transfer	4700001	63,558	703,174	703,174	63,028
Program Revenue Transfer	4700002	(72,367)	(80,000)	(80,000)	(51,050)
Total Transfers		(8,809)	623,174	623,174	11,978
Net Revenue		6,115,909	7,633,989	7,633,989	3,249,202
Expense					
Consultant Services	5030301	8,238	85,782	85,782	5,369
Fare Processing Charges	5030310	1,403	-	-	693
Custodial Service	5030602	20,769	24,000	24,000	9,412
Security Services	5030701	-	-	-	1,150
Fuel	5040101	441,837	597,429	597,429	223,979
Utilities (Facility)	5040180	12,488	30,900	30,900	6,553
Small Furn/Equip	5049902	1,253	10,000	10,000	-
Software	5049903	130,942	156,997	156,997	99,392
COVID- Supplies and Cleaning	5049911	3,578	-	-	-
Communication-MERA Radio	5050204	25,963	27,846	27,846	33,742
Communication-Data	5050206	12,330	18,540	18,540	5,784
Purchased Transportation - In Report	5080101	4,568,889	5,525,452	5,525,452	2,279,784
Purchased Transportation - Regional	5080102	476,339	566,716	566,716	353,778
Marketing	5090801	9,425	36,050	36,050	4,211
Misc-Exp Transit User Training	5098001	3,873	13,113	13,113	2,921
Gap Grant	5098002	-	50,000	50,000	-
Total Expense		5,717,327	7,142,825	7,142,825	3,026,768
Transfers					
Cost Center Salary/Benefit Transfers	5100100	327,701	459,980	459,980	184,103
Cost Center Transfer Overhead	5100101	70,882	136,262	136,262	38,330
Total Transfers		398,583	596,242	596,242	222,434
Total Expense		6,115,910	7,739,067	7,739,067	3,249,202

Marin Transit
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Detail - Yellow Bus

		FY23 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
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	7,022	38.13%
Measure AA - Sales Tax	4092005	739,750	1,073,171	1,073,171	198,428	18.48%
Fare Revenue - Yellow Bus	4140105	<u>298,871</u>	<u>297,460</u>	<u>297,460</u>	<u>201,254</u>	<u>67.65%</u>
Total Revenue		1,233,147	1,560,047	1,560,047	406,704	26.07%
Transfers						
Property Tax Transfer	4700001	-	-	-	-	-
Total Transfers		-	-	-	-	-
Net Revenue		<u>1,233,147</u>	<u>1,560,047</u>	<u>1,560,047</u>	<u>406,704</u>	<u>26.07%</u>
Expense						
Consultant Services	5030301	11,799	4,000	4,000	7,951	198.78%
Fare Processing Charges	5030310	10,533	9,143	9,143	7,411	81.05%
Custodial Service	5030602	1,885	2,138	2,138	240	11.21%
Software	5049903	848	1,000	1,000	598	59.81%
Yellow Bus School Service	5080103	603,356	753,840	753,840	333,296	44.21%
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>13,565</u>	<u>41.66%</u>
Total Expense		1,169,237	1,561,748	1,561,748	363,061	23.25%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	44,723	27,599	27,599	50,665	183.57%
Cost Center Transfer Overhead	5100101	<u>9,674</u>	<u>8,176</u>	<u>8,176</u>	<u>10,548</u>	<u>129.02%</u>
Total Transfers		54,397	35,775	35,775	61,213	171.11%
Total Expense		<u>1,223,634</u>	<u>1,597,523</u>	<u>1,597,523</u>	<u>424,274</u>	<u>26.56%</u>

Marin Transit
 FY2023/24 Q2 Budget Report
 From 7/1/2023 Through 12/31/2023

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	6,421,116	4,418	5,781
PD Purchase 5 paratransit replacements	505,000	7,313	496,594	497,687	1,339	8,652
PE Purchase 1 electric paratransit	677,208	4,295	673,208	672,913	554	4,849
PF Purchase 5 paratransit replacements	515,000	4,438	509,500	510,562	1,251	5,689
Subtotal Vehicles	8,121,182	17,409	8,101,776	8,102,278	7,562	24,971
BN Novato Bus Stop Shelters	61,115	2,972	52,052	58,142	285	3,257
BP ADA Bus Stop Improvements	1,703,000	261,331	1,477,288	1,441,679	53,816	315,147
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	1,999,821	54,101	318,404
FS Facility - Rush Landing Improvements	2,800,000	2,480,568	0	319,432	231,072	2,711,640
FG Facility Maintenance Facility	20,000,000	44,098	300,000	300,000	28,244	72,342
FH Facility - 3010/3020 Kerner Improvements	2,688,716	121,927	1,848,537	2,566,789	85,427	207,354
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	1,100,000	0	0
Subtotal Facility	29,138,716	2,646,593	5,798,537	4,936,221	344,743	2,991,336
GG Golden Gate Capital Costs (GG)	24,000	54,186	18,000	18,000	9,971	9,971
VR Major Vehicle Repairs (VR)	200,000	236,197	200,000	200,000	26,745	26,745
IF Infrastructure Support (IF)	400,000	1,426,624	200,000	200,000	143,978	143,978
Subtotal Ongoing Capital Expenses	624,000	1,717,007	418,000	418,000	180,694	180,694
Total Expenditures	41,648,013	4,645,312	16,347,653	15,456,320	587,100	3,515,405

Attachment B

FY2023/24 Q2
Budget Amendments

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
2024-01	12/4/2023	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							\$468,485		
2024-02	12/4/2023	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							\$540,179

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
2024-03	Pending	Update to add new funding to 3010/3020 Kerner Project	Capital	Capital	FH	4139910 Fed-FTA 5307	1,386,368	693,184	2,079,552
						LCTOP	655,747	154,068	809,815
		Total Change for 2024-03							847,252
2024-04	Pending	Add project for 2017 Hybrid Battery Refresh	Capital	Capital	HA	5230101 Vehicles	0	600,000	600,000
		Total Change for 2024-04							\$600,000
2024-05	Pending	Increase Local Fixed Route Service hours by 5,374 budget	Operations	LCL	NA	5080101-Purchased Transportation	23,798,817	850,000	24,648,817
			Operations	LCL	NA	Fixed Route Hours	70,700 hours	5,374 hours	76,074 hours
		Total Change for 2024-05							\$850,000
2024-06	Pending	Move Consultant Service budget from Administration to Local Services Budget	Operations	ADM	NA	5030301 Consultant Services	225,000	(50,000)	175,000
			Operations	LCL	NA	5030301 Consultant Services	260,000	50,000	310,000
		Total Change for 2024-06							\$0
2024-07	Pending	Increase estimated Catch A Ride trips	Operations	CAR	NA	Catch A Ride Trips	4,000 trips	5,000 trips	9,000 trips
		Total Change for 2024-07							5,000 trips



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	\$7,562	\$24,971
Bus Stop Improvements	\$3,764,115	\$54,101	\$318,404
Facility	\$29,138,716	\$344,743	\$2,991,336
Technology Projects	\$0	\$0	\$0
Ongoing Capital Expenses	\$624,000	\$180,694	\$180,694 (annual)
	\$41,648,013	\$587,100	\$3,515,405

VEHICLES

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. The vehicles will be tested and equipment installed. They are anticipated to be put into service in April 2024.

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion Date
LE	\$6,423,974	\$5,781	0%	May-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.

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion Date
PD	\$505,000	\$8,652	30%	May-24

VEHICLES

Purchase 5 Paratransit Replacements Total Project Budget \$515,000

Concept: Purchase 5 paratransit replacements

Funding: \$412,000 Federal Section 5307
 \$103,000 Measure AA



Description: Replace 5 paratransit vehicles beyond their useful life

Status: 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.

Project ID	Budget	Expended to		Anticipated
		Date	Percent Complete	Completion Date
PF	\$515,000	\$5,689	30%	May-24



VEHICLES

Purchase 1 Electric Paratransit

Total Project Budget

\$677,208

Concept: Purchase One Electric Paratransit Vehicle
Funding: \$677,208 State LCTOP



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 2024.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Completion Date</u>
		<u>Date</u>	<u>Percent Complete</u>	
PE	\$677,208	\$4,849	1%	Mar-25

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 Date</u>
		<u>Date</u>	<u>Percent Complete</u>	
BN	\$61,115	\$3,257	5%	Sep-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 and Caltrans is underway. Estimated design completion is Summer 2024, with Construction to begin in the Fall.

<u>Project ID</u>	<u>Budget</u>	<u>Expended to</u>		<u>Completion Date</u>
		<u>Date</u>	<u>Percent Complete</u>	
BP	\$1,703,000	\$315,147	19%	Jun-25



ADMIN AND OPERATIONS FACILITY

ADMIN AND OPERATIONS FACILITY

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 1. Phase 2 including enhanced fencing and lighting is almost complete.

Project ID	Budget	Expended to		Anticipated	
		Date	Percent Complete	Completion Date	
FS	\$2,800,000	\$2,711,640	97%	Mar-24	

Facility - Maintenance Facility **Total Project Budget \$20,000,000**

Concept: Purchase/Build Fixed Route Maintenance Facility
Funding: \$20,000,000 Capital Reserve



Description: Purchase/Build Fixed Route Maintenance Facility

Status: Marin Transit is actively looking for a site to purchase.

Project ID	Budget	Expended to		Anticipated	
		Date	Percent Complete	Completion Date	
FG	\$20,000,000	\$72,342	0%	Jul-25	

Facility - Kerner Driver Break Room Improvements **Total Project Budget \$650,000**

Concept: Improve Driver Break Room at Kerner
Funding: \$650,000 Local Property Tax

Description: Make improvements to Kerner Maintenance Facility to provide drivers with a Break Room area.

Status: Project anticipated to begin in 2024.

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

Facility - 3010/3020 Kerner Improvement **Total Project Budget \$2,148,537**

Concept: Improvements to the 3010/3020 Kerner Parking Facility
Funding: \$655,747 LCTOP Funding
 \$1,192,790 FTA 5307
 \$300,000 Local Property Tax



Description: Prepare site for vehicle parking and electric bus charging

Status: Board authorized contract for design of a new parking facility at 3000 Kerner Blvd in December 2022. Staff completed the 90% design in November 2023 and is going through the review process with the City of San Rafael and PG&E. Staff anticipates construction to begin in 2024.

Project ID	Budget	Expended to		Anticipated	
		Date	Percent Complete	Completion Date	
FH	\$2,148,537	\$207,354	10%	Dec-24	



ADMIN AND OPERATIONS FACILITY

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 Date</u>	<u>Percent Complete</u>	<u>Anticipated Completion Date</u>
YF	\$3,000,000	\$0	0%	NA

ONGOING CAPITAL EXPENSES

Ongoing Capital Expenses **Annual Budget \$418,000**

Concept: Ongoing capital expenses

Funding: \$418,000 Measure A

<u>Projects:</u>		<u>Total Project Budgets</u>	<u>Annual Budget</u>	<u>Expended in FY2024</u>
GG	Golden Gate Capital Costs	\$18,000	\$18,000	\$11,632
VR	Major Vehicle Repairs	\$200,000	\$200,000	\$26,745
IF	Infrastructure Support	\$200,000	\$200,000	\$143,978



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.