September 16, 2013

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

SUBJECT: Marin County Transit District Year End FY 2012/2013 Financial Report

Dear Board Members:

RECOMMENDATION: Accept report

SUMMARY: This attached report presents Marin County Transit District’s (Marin Transit’s) Year End Financial Report for Fiscal Year 2012/13. The report includes final unaudited numbers on a full accrual basis consistent with Generally Accepted Accounting Principals (GAAP) and will be subject to adjustments based on the audited statements for the fiscal year to be completed in fall 2013.

Between July 1, 2012 and June 30, 2013 (Fiscal Year 2012/13) Expenditures for Operations and Capital Project Budgets was $27,308,657 (table 1) and after two years of using reserve funds to maintain service, the District was able to return $1,524,217 million to the Contingency Reserve in accordance with the District’s Board adopted policy. Operations revenue increased $2.1 million and expenses decreased $929,784 compared to FY2011/12.

The significant increase in Operations revenue was due a combination of factors. Marin Transit was able to use Federal Transit Administration (FTA) funds for Paratransit service ($673,378), received additional Measure A sales tax funds ($917,515), had larger Measure B vehicle license fee claim ($257,238) and received additional State Transit Development Act (TDA & STA) allocations ($330,026).

Changes in service deployment and new service contracts were the primary contributors to the lower Operations expenses. In Fiscal Year 2012/13, Marin Transit’s local large bus service was operated under a new five year operations contract with the Golden Gate Bridge and Highway Transportation District (GGBHTD). This contract allowed Marin Transit to better match the service typologies identified in the Board adopted Short Range Transit Plan (SRTP). This included shifts in both the Supplemental School and Community Shuttle programs. The
contract included a reduced hourly rate and a shift from payment according to total hours operated to revenue hours operated to be consistent with industry practices and to provide the District with greater cost predictability.

Table 1: Summary

<table>
<thead>
<tr>
<th></th>
<th>FY 2010/11 Actual</th>
<th>FY 2011/12 Actual</th>
<th>FY 2012/13 Revised Budget</th>
<th>FY 2012/13 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operations</strong></td>
<td>22,654,218</td>
<td>22,967,828</td>
<td>25,589,280</td>
<td>25,144,012</td>
</tr>
<tr>
<td><strong>Capital</strong></td>
<td>948,918</td>
<td>2,800,651</td>
<td>7,649,399</td>
<td>3,688,861</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$23,603,136</strong></td>
<td><strong>$25,768,479</strong></td>
<td><strong>$33,238,679</strong></td>
<td><strong>$28,832,873</strong></td>
</tr>
<tr>
<td><strong>Operations</strong></td>
<td>23,060,780</td>
<td>24,549,580</td>
<td>26,725,266</td>
<td>23,619,796</td>
</tr>
<tr>
<td><strong>Capital</strong></td>
<td>987,318</td>
<td>2,800,649</td>
<td>7,706,399</td>
<td>3,688,861</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$24,048,098</strong></td>
<td><strong>$27,350,229</strong></td>
<td><strong>$34,431,665</strong></td>
<td><strong>$27,292,407</strong></td>
</tr>
<tr>
<td><strong>Net Change in Fund Balance</strong></td>
<td>$(444,962)</td>
<td>$(1,581,750)</td>
<td>$(1,192,986)</td>
<td>$1,524,216</td>
</tr>
<tr>
<td><strong>Emergency Reserve</strong></td>
<td>3,843,463</td>
<td>4,091,507</td>
<td>4,371,956</td>
<td>4,371,956</td>
</tr>
<tr>
<td><strong>Contingency Reserve</strong></td>
<td>3,532,821</td>
<td>1,702,936</td>
<td>229,591</td>
<td>2,946,792</td>
</tr>
<tr>
<td><strong>Fund Balance (total reserve)</strong></td>
<td><strong>$7,376,284</strong></td>
<td><strong>$5,794,533</strong></td>
<td><strong>$4,601,546</strong></td>
<td><strong>$7,318,748</strong></td>
</tr>
</tbody>
</table>

1. Based on two months of FY14 operations budget

As a result of becoming a direct federal grant recipient and now reporting data directly to the Federal Transportation Administration (FTA), District staff is working with GGBHTD staff to reconcile reporting of service hours. The revenue hours included in this report are based on the previously submitted monthly reporting and maybe adjusted as a result of staff work and feedback from FTA staff.

Marin Transit implemented its largest capital program ever in FY2012/13 and expended $3,688,861 in the capital budget and increased the District’s capital assets by $2.5 million. The District acquired 14 new vehicles, completed the final American Recovery and Reinvestment Act (ARRA) project, and managed three active projects focused on improving bus stop facilities. The District continue to leverage Measure A sales tax revenue and received $2.9 million in State and Federal funds for Capital projects which accounted for 79% of capital revenues.

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

Respectfully submitted,

Lauren Gradia
Director of Finance and Capital Programs

Attachments
Marin County Transit District Year End FY2012/13 Financial Report
September 16, 2013

Summary
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<tr>
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<td>$5,794,533</td>
<td>$4,601,547</td>
<td>$7,318,739</td>
</tr>
</tbody>
</table>

1) Based on two months of FY14 operations budget
**District Reserve Balance**

Marin Transit’s board adopted policy designates an Emergency Reserve equivalent to two months of operating expenses and a Contingency Reserve equivalent to an additional two to four months. In FY 2010/11 and FY 2011/12, Marin Transit relied on funds from the Contingency Reserve to balance the operations budget. The District was able to return funds to the contingency Reserve of approximately one and a half month’s operations funds. However, the District did not meet the Board’s adopted level of two to four months.

**Operations**

For the purposes of this report, Operations includes all revenues and expenses not directly related to purchasing or maintaining the capital infrastructure. Table 2 shows actual FY2012/13 operations revenue and expense for the year as they compare to the Budget. All Budget revisions are included in Attachment A. The Operations expenditures allowed Marin Transit to successfully deliver the following transit services:

<table>
<thead>
<tr>
<th>Service</th>
<th>Annual Estimate</th>
<th>Actual</th>
<th>% of Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Large Bus Fixed Route</td>
<td>113,524 revenue hours</td>
<td>109,034</td>
<td>96%</td>
</tr>
<tr>
<td>Community Shuttles</td>
<td>11,657 revenue hours</td>
<td>11,705</td>
<td>100%</td>
</tr>
<tr>
<td>Muir Woods Shuttle</td>
<td>3,000 revenue hours</td>
<td>2,882</td>
<td>96%</td>
</tr>
<tr>
<td>Novato Dial-A-Ride</td>
<td>2,200 revenue hours</td>
<td>2,098</td>
<td>95%</td>
</tr>
<tr>
<td>West Marin Stagecoach Service</td>
<td>12,800 revenue hours</td>
<td>12,527</td>
<td>98%</td>
</tr>
<tr>
<td>Local Paratransit Service</td>
<td>54,596 revenue hours</td>
<td>56,277</td>
<td>103%</td>
</tr>
</tbody>
</table>

Marin Transit operations revenues increased by $2.1 from FY2011/12 and were $25,144,012 in FY2012/13. The increase was due to a combination of factors. For the first time, Marin Transit was able to use $673,378 in Federal Section 5307 funds set aside by MTC for paratransit operation, Measure A operations revenue increased $917,515 and State transit revenue increased 7% ($330,026).

What remained unchanged was Marin Transit’s continued reliance on diverse revenue streams (Figure 1) with no single revenue source making up the majority of the District’s operating funds.

**Figure 1: Operations Revenue Sources for FY2012/13**

- Transit Development Act (TDA) 14%
- State Transit Assistance (STA) 6%
- Property Taxes 13%
- Measure B 2%
- Measure A 37%
- FTA Funds 4%
- Advertising & Other Revenue 15%
- Fee for Service 7%
### Table 2: Operations FY2012/13 Actuals (Admin, Local, Rural & Marin Access)

<table>
<thead>
<tr>
<th>Revenue</th>
<th>FY12 Actual</th>
<th>FY2013 Budget - Original</th>
<th>FY2013 Budget - Revised</th>
<th>FY2013 Actual</th>
<th>Percent Total Budget Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fare Revenue</td>
<td>3,610,175</td>
<td>3,690,651</td>
<td>3,690,651</td>
<td>3,720,004</td>
<td>100.80%</td>
</tr>
<tr>
<td>Advertising &amp; Other Revenue</td>
<td>456,149</td>
<td>444,183</td>
<td>444,183</td>
<td>334,864</td>
<td>75.38%</td>
</tr>
<tr>
<td>Fee for Service</td>
<td>1,783,457</td>
<td>1,740,583</td>
<td>1,740,583</td>
<td>1,776,389</td>
<td>102.05%</td>
</tr>
<tr>
<td>Interest</td>
<td>6,473</td>
<td>6,000</td>
<td>6,000</td>
<td>2,575</td>
<td>42.91%</td>
</tr>
<tr>
<td>Measure A</td>
<td>8,323,168</td>
<td>10,321,194</td>
<td>10,348,629</td>
<td>9,240,683</td>
<td>89.29%</td>
</tr>
<tr>
<td>Measure B</td>
<td>276,677</td>
<td>707,000</td>
<td>755,600</td>
<td>534,025</td>
<td>70.67%</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>3,159,754</td>
<td>3,168,485</td>
<td>3,168,485</td>
<td>3,190,322</td>
<td>100.68%</td>
</tr>
<tr>
<td>Redevelopment Area (RDA) Fees</td>
<td>8,012</td>
<td>12,185</td>
<td>12,185</td>
<td>39,437</td>
<td>323.65%</td>
</tr>
<tr>
<td>State Transit Assistance (STA)</td>
<td>1,390,390</td>
<td>1,844,540</td>
<td>1,844,540</td>
<td>1,580,302</td>
<td>85.67%</td>
</tr>
<tr>
<td>Transit Development Act (TDA)</td>
<td>3,451,219</td>
<td>3,036,615</td>
<td>3,036,615</td>
<td>3,591,333</td>
<td>118.26%</td>
</tr>
<tr>
<td>Other State</td>
<td>20,206</td>
<td>20,124</td>
<td>20,124</td>
<td>19,893</td>
<td>98.85%</td>
</tr>
<tr>
<td>FTA Funds</td>
<td>372,066</td>
<td>439,899</td>
<td>439,899</td>
<td>1,070,210</td>
<td>243.28%</td>
</tr>
<tr>
<td>National Park Service</td>
<td>152,482</td>
<td>150,000</td>
<td>150,000</td>
<td>126,276</td>
<td>84.18%</td>
</tr>
<tr>
<td>Cost Center Transfers</td>
<td>(42,401)</td>
<td>(68,213)</td>
<td>(68,213)</td>
<td>(82,301)</td>
<td>131.59%</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>22,967,827</td>
<td>25,513,245</td>
<td>25,589,280</td>
<td>25,144,012</td>
<td>98.23%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Benefits</td>
<td>1,415,820</td>
<td>1,722,349</td>
<td>1,722,349</td>
<td>1,566,667</td>
<td>90.96%</td>
</tr>
<tr>
<td>Consultant Services</td>
<td>341,668</td>
<td>457,228</td>
<td>457,228</td>
<td>357,317</td>
<td>78.15%</td>
</tr>
<tr>
<td>Indirect County Overhead</td>
<td>36,888</td>
<td>50,000</td>
<td>50,000</td>
<td>36,888</td>
<td>73.77%</td>
</tr>
<tr>
<td>Mobility Management Support Programs</td>
<td>28,047</td>
<td>64,000</td>
<td>64,000</td>
<td>20,359</td>
<td>31.81%</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>45,411</td>
<td>127,048</td>
<td>122,048</td>
<td>92,225</td>
<td>75.56%</td>
</tr>
<tr>
<td>General Insurance</td>
<td>17,819</td>
<td>25,500</td>
<td>25,500</td>
<td>25,433</td>
<td>99.73%</td>
</tr>
<tr>
<td>Contract Service Operation</td>
<td>21,810,961</td>
<td>23,005,662</td>
<td>23,312,497</td>
<td>20,510,523</td>
<td>87.98%</td>
</tr>
<tr>
<td>Membership &amp; Prof Development</td>
<td>17,995</td>
<td>21,115</td>
<td>21,115</td>
<td>24,087</td>
<td>114.07%</td>
</tr>
<tr>
<td>Mileage and Travel</td>
<td>12,487</td>
<td>18,400</td>
<td>18,400</td>
<td>13,524</td>
<td>73.50%</td>
</tr>
<tr>
<td>Marketing</td>
<td>121,467</td>
<td>206,787</td>
<td>206,787</td>
<td>71,972</td>
<td>34.80%</td>
</tr>
<tr>
<td>Communication</td>
<td>49,963</td>
<td>77,019</td>
<td>77,019</td>
<td>61,345</td>
<td>79.64%</td>
</tr>
<tr>
<td>Fuel</td>
<td>704,196</td>
<td>852,591</td>
<td>879,941</td>
<td>939,615</td>
<td>106.78%</td>
</tr>
<tr>
<td>Misc Services</td>
<td>25,850</td>
<td>25,000</td>
<td>25,000</td>
<td>27,249</td>
<td>108.99%</td>
</tr>
<tr>
<td>Office - Rental and Overhead</td>
<td>138,815</td>
<td>137,655</td>
<td>120,655</td>
<td>110,847</td>
<td>81.87%</td>
</tr>
<tr>
<td>Cost Center Transfers</td>
<td>(217,809)</td>
<td>(377,273)</td>
<td>(377,273)</td>
<td>(238,256)</td>
<td>63.15%</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>24,549,580</td>
<td>26,413,081</td>
<td>26,725,266</td>
<td>23,619,795</td>
<td>88.38%</td>
</tr>
</tbody>
</table>

Net Change in Fund Balance
- FY12: $(1,581,753)$
- FY13: $(899,836)$
- FY13 Revised: $(1,135,986)$
- FY13 Actual: $1,524,2217$

Marin Transit’s FY 2012/13 operations expenses of $23,619,795 (Table 2) were $3.1 million (12%) less than budget and $919,785 (4%) less that FY2011/12. Expense categories under budget by more than $100,000 include Staff Salaries and Benefits, Consultant Services, Contract Service Operation, and Marketing. Fuel expenses were the only category over budget by more than $10,000 and this was primarily due to Local Paratransit fuel costs associated with a Board approved three percent service increase.
Marin Transit provides local transit service through purchased transportation contracts. Under this structure the majority of district operations expenses are for contract service operation (86%) and associated fuel and communication expenses (4%) (Figure 2).

**Figure 2: Operations Expense Categories for FY2012/13**

Marin Transit accounts for expenses by program area as defined by Measure A sales tax expenditure sub-strategies. Financial highlights from each program area are summarized below.

**Administration**

The administration budget includes revenues and expenses that are shared by all program areas. While these items are budgeted and recorded in administration, expenses are allocated to the program budgets based on a program’s resource usage (i.e. billed staff time). This allows Marin Transit to track to the full cost of programs.

Administrative revenue for the District is primarily comprised of Property Tax revenue. Property Tax revenue increased one percent this year compared to a one percent decline last year and a 3.5% decline in FY2010/11.

Marin Transit’s administrative expenses, which include staff salary and benefits and associated office space, were $2,052,063 (Table 3). Marin Transit relocated to new office space in November 2012. The successful move has allowed the District’s activities and staff to grow into the new expanded space and reduce overhead costs.
<table>
<thead>
<tr>
<th>Item</th>
<th>FY2013 Budget - Original</th>
<th>FY2013 Budget - Revised</th>
<th>FY2013 Actual</th>
<th>Percent Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4070400</td>
<td>6,473</td>
<td>6,000</td>
<td>6,000</td>
<td>2,575</td>
</tr>
<tr>
<td>4079950</td>
<td>8,012</td>
<td>11,185</td>
<td>11,185</td>
<td>18,098</td>
</tr>
<tr>
<td>4079954</td>
<td>0</td>
<td>1,000</td>
<td>1,000</td>
<td>21,340</td>
</tr>
<tr>
<td>4080101</td>
<td>2,780,182</td>
<td>2,827,830</td>
<td>2,827,830</td>
<td>2,819,607</td>
</tr>
<tr>
<td>4080102</td>
<td>(42,344)</td>
<td>(58,979)</td>
<td>(58,979)</td>
<td>(45,483)</td>
</tr>
<tr>
<td>4080103</td>
<td>24,877</td>
<td>24,652</td>
<td>24,652</td>
<td>27,371</td>
</tr>
<tr>
<td>4080104</td>
<td>65,388</td>
<td>63,473</td>
<td>63,473</td>
<td>62,270</td>
</tr>
<tr>
<td>4080105</td>
<td>294,320</td>
<td>289,709</td>
<td>289,709</td>
<td>279,315</td>
</tr>
<tr>
<td>4080106</td>
<td>30,641</td>
<td>15,000</td>
<td>15,000</td>
<td>41,794</td>
</tr>
<tr>
<td>4080107</td>
<td>455</td>
<td>300</td>
<td>300</td>
<td>232</td>
</tr>
<tr>
<td>4119910</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>(9,831)</td>
</tr>
<tr>
<td>4119940</td>
<td>207</td>
<td>250</td>
<td>250</td>
<td>232</td>
</tr>
<tr>
<td>4601001</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>4,631</td>
</tr>
<tr>
<td>4700001</td>
<td>(3,073,090)</td>
<td>(3,186,920)</td>
<td>(3,186,920)</td>
<td>(1,097,875)</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>101,373</td>
<td>0</td>
<td>0</td>
<td>2,129,491</td>
</tr>
<tr>
<td><strong>Expense</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5010200</td>
<td>1,404,392</td>
<td>1,672,349</td>
<td>1,672,349</td>
<td>1,546,366</td>
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<td>42,978</td>
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<td>17,995</td>
<td>21,115</td>
<td>21,115</td>
<td>24,087</td>
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<td>12,487</td>
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<td>50,000</td>
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<td>2,675</td>
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<td>138,815</td>
<td>137,655</td>
<td>120,655</td>
<td>110,847</td>
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<td><strong>Subtotal</strong></td>
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<td>2,257,905</td>
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<tr>
<td>5100100</td>
<td>(1,267,534)</td>
<td>(1,672,349)</td>
<td>(1,672,349)</td>
<td>(1,084,386)</td>
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<td>5100101</td>
<td>(497,253)</td>
<td>(607,557)</td>
<td>(607,557)</td>
<td>(362,402)</td>
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<td><strong>Total Expense</strong></td>
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<td>(1)</td>
<td>(22,001)</td>
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Local Service

The Local Service budget (Table 4) includes all revenues and expenses related to the provision of fixed route service and general purpose dial-a-ride (excluding rural service). Local Service revenues are primarily State Transit Assistance (STA), Transit Development Act (TDA), Measure A, and fare revenue. Marin Transit reduced the need for property tax by $1.2 million in FY2012/13 and for the first time did not need to claim all of the Measure A funding available. The revenues generated from State funding sources in FY2012/13 fluctuated with Marin Transit’s STA share decreasing and TDA share increasing.

Local Service operation expenses were 16% under budget in FY2012/13 and decreased $1.98 million or 11% from FY2011/12 expenses. The decrease is primarily due to the previously referenced new fixed route service contract. Savings will allow the District to rebuild reserves and fund the new service deployed in August of 2013.

Table 4: Local Service FY2013 Actuals

<table>
<thead>
<tr>
<th>FY12 Actual</th>
<th>FY2013 Budget - Original</th>
<th>FY2013 Budget - Revised</th>
<th>FY2013 Actual</th>
<th>Percent Total Budget Used</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
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<td>11,542</td>
<td>11,542</td>
<td>9,687</td>
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<td>4092001 Measure A Sales Tax</td>
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<td>7,708,724</td>
<td>7,708,724</td>
<td>6,808,015</td>
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<td>1,170,892</td>
<td>1,170,892</td>
<td>1,159,697</td>
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<td>4110102 Transit Development Act (TDA)</td>
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<td>3,036,615</td>
<td>3,036,615</td>
<td>3,591,333</td>
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<td>4110103 State Transit Assistance - Lifeline</td>
<td>146,477</td>
<td>588,079</td>
<td>588,079</td>
<td>361,602</td>
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<td>4139931 Fed-FTA 5316 JARC</td>
<td>0</td>
<td>105,920</td>
<td>105,920</td>
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<td>4139951 National Park Service</td>
<td>152,465</td>
<td>150,000</td>
<td>150,000</td>
<td>126,276</td>
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<td>4139961 Fed-FTA 5304 State Planning</td>
<td>66,664</td>
<td>145,000</td>
<td>145,000</td>
<td>100,372</td>
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<td>4140100 Fare Revenue</td>
<td>3,308,239</td>
<td>3,304,276</td>
<td>3,304,276</td>
<td>3,308,494</td>
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<td>1,546,324</td>
<td>170,151</td>
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<td>100,000</td>
<td>100,000</td>
<td>92,300</td>
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<td><strong>Total Revenue</strong></td>
<td>16,474,553</td>
<td>18,311,555</td>
<td>18,311,555</td>
<td>16,062,791</td>
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<td><strong>Expense</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
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<td>5010200 Salaries and Benefits</td>
<td>11,428</td>
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<td>50,000</td>
<td>20,301</td>
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<td>5030301 Consultant Services</td>
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<td>175,000</td>
<td>175,000</td>
<td>148,768</td>
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<td>5030602 Custodial Service</td>
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<td>5,150</td>
<td>5,150</td>
<td>6,565</td>
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<td>129,440</td>
<td>149,590</td>
<td>148,422</td>
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<td>0</td>
<td>0</td>
<td>47</td>
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<tr>
<td>5050205 Communication-AVL</td>
<td>0</td>
<td>11,439</td>
<td>11,439</td>
<td>11,673</td>
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<td>5080101 Purchased Transportation</td>
<td>16,666,322</td>
<td>17,492,958</td>
<td>17,530,958</td>
<td>14,944,503</td>
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<td>63,957</td>
<td>80,000</td>
<td>80,000</td>
<td>42,100</td>
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<td>5100100 Cost Center Salary/Benefit Transfers</td>
<td>731,694</td>
<td>836,175</td>
<td>836,175</td>
<td>543,010</td>
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<td>5101001 Cost Center Transfer Overhead</td>
<td>287,043</td>
<td>406,230</td>
<td>406,230</td>
<td>170,154</td>
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<td>5122010 Signs</td>
<td>25,850</td>
<td>25,000</td>
<td>25,000</td>
<td>27,249</td>
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<td><strong>Total Expense</strong></td>
<td>18,047,098</td>
<td>19,211,392</td>
<td>19,269,542</td>
<td>16,062,791</td>
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</tbody>
</table>
Figure 3: Local Contract Services Expense by Program

- Novato Dial-A-Ride
- Muir Woods Shuttle Service
- Shuttle Service
- Large Vehicle Service

FY2010/11 FY2011/12 FY2012/13 Actuals
Rural Service

Rural Service is operated as the West Marin Stagecoach Service and includes a Northern Route 68 and a Southern Route 61. Under the contract with MV Transportation for service operations, effective January 2012, costs for the service were reduced.

While maintaining the level of service, Marin Transit claimed 11% less Measure A funding in FY2012/13 (Table 5). Fare revenue increased 20% in FY2012/13, reflecting continued increases in ridership on the Stagecoach. Additional Federal Transit Administration (FTA) Section 5311 rural funding was available in FY2012/13 and resulted in an increased allocation of $267,436. While still not at the level the District received in FY2007/08 and FY2008/09, the District’s FTA 5311 funding has more than doubled since FY2010/11.

At the close of the fiscal year, the Rural Measure A reserve balance held by TAM was just over one million dollars. Marin Transit will be looking for opportunities for Rural service expansion opportunities in the next fiscal year.

Table 5: Rural Service FY2102/13 Actuals

<table>
<thead>
<tr>
<th>Item</th>
<th>FY12 Actual</th>
<th>Total Budget - Original</th>
<th>Total Budget - Revised</th>
<th>Current Period Actual</th>
<th>Percent Total Budget Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4092001 Measure A Sales Tax</td>
<td>621,643</td>
<td>737,375</td>
<td>764,810</td>
<td>551,757</td>
<td>72.14%</td>
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<tr>
<td>4139920 Fed-FTA 5311 Rural</td>
<td>213,007</td>
<td>166,144</td>
<td>166,144</td>
<td>267,436</td>
<td>160.96%</td>
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<tr>
<td>4140100 Fare Revenue</td>
<td>85,657</td>
<td>84,000</td>
<td>84,000</td>
<td>104,743</td>
<td>124.69%</td>
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<td>Total Revenue</td>
<td>920,307</td>
<td>987,519</td>
<td>1,014,954</td>
<td>923,936</td>
<td>91.03%</td>
</tr>
<tr>
<td>Expense</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5030301 Consultant Services</td>
<td>0</td>
<td>10,000</td>
<td>10,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>5040101 Fuel</td>
<td>76,195</td>
<td>126,254</td>
<td>133,454</td>
<td>140,791</td>
<td>105.49%</td>
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<td>5049905 Postage</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>212</td>
<td>0.00%</td>
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<td>5050204 Communication-MERA Radio</td>
<td>2,066</td>
<td>2,713</td>
<td>2,713</td>
<td>114</td>
<td>4.20%</td>
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<td>16,013</td>
<td>16,013</td>
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<td>623,977</td>
<td>644,212</td>
<td>656,407</td>
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<td>19,925</td>
<td>17,502</td>
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<td>109,349</td>
<td>152,032</td>
<td>152,032</td>
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<td>46.37%</td>
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<td>36,605</td>
<td>23,564</td>
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<td>Total Expense</td>
<td>920,307</td>
<td>987,519</td>
<td>1,014,954</td>
<td>923,937</td>
<td>91.03%</td>
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Marin Access (Paratransit and Mobility Management)

The Marin Access FY2012/13 actuals (Table 6) include revenues and expenses for Marin Access Paratransit Services for both Local and Regional trips (Intra- and Inter-county) and Marin Transit’s mobility programs for the county’s senior, disabled, and low-income residents including the Catch-A-Ride Taxi program and the Volunteer Driver programs.

Paratransit contract service operations costs continued to increase at the same rate as the prior year. Paratransit contract costs increased in FY2012/13 by 7.5% compared to 7% in FY2011/12 and 14% in FY2010/11. Ridership on all the Marin Access programs increased by 13% (Figure 4), while expenses increased 10% as compared to FY2011/12.

Table 6: Marin Access FY2012/13 Actuals

<table>
<thead>
<tr>
<th>Item</th>
<th>FY12 Actual</th>
<th>Total Budget - Original</th>
<th>Total Budget - Revised</th>
<th>Current Period</th>
<th>Percent Total Budget Used</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>4070301</td>
<td>Lease of Property</td>
<td>8,160</td>
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<td>Fee For Service</td>
<td>1,726,493</td>
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<td>4092001</td>
<td>Measure A Sales Tax</td>
<td>1,550,728</td>
<td>1,875,095</td>
<td>1,875,095</td>
<td>99.99%</td>
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<tr>
<td>4099950</td>
<td>Measure B</td>
<td>276,677</td>
<td>707,000</td>
<td>534,025</td>
<td>70.67%</td>
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<td>4110101</td>
<td>State Transit Assistance</td>
<td>83,881</td>
<td>85,569</td>
<td>59,003</td>
<td>68.95%</td>
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<td>4119910</td>
<td>State Prop Tx Relief HOPTR</td>
<td>19,999</td>
<td>19,874</td>
<td>29,492</td>
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<td>4139910</td>
<td>Fed-FTA 5307 Urban Area Formula</td>
<td>0</td>
<td>0</td>
<td>673,378</td>
<td>70.67%</td>
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<td>4139941</td>
<td>Fed-FTA 5317 New Freedom</td>
<td>92,396</td>
<td>22,835</td>
<td>29,024</td>
<td>127.10%</td>
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<td>4140100</td>
<td>Fare Revenue</td>
<td>216,279</td>
<td>302,375</td>
<td>312,582</td>
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<td>4601001</td>
<td>Misc.-Reimbursement</td>
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<td>42,188</td>
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<td>Property Tax Transfer</td>
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<td>Program Revenue Transfer</td>
<td>(103,207)</td>
<td>(100,000)</td>
<td>(92,300)</td>
<td>92.30%</td>
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<td><strong>Total Revenue</strong></td>
<td>5,471,595</td>
<td>6,214,172</td>
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<td>96.25%</td>
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<td>Consultant Services</td>
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<td>596,897</td>
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<td>329</td>
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<td>5050203</td>
<td>Communication- MDT</td>
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<td>Communication-MERA Radio</td>
<td>17,194</td>
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<td>Purchased Transportation</td>
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<td>Purchased Trans. - Regional</td>
<td>922,807</td>
<td>930,700</td>
<td>958,354</td>
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<td>17,371</td>
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<td>Cost Center Salary/Benefit Tmsfsrs</td>
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<td>Cost Center Transfer Overhead</td>
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<td>91,512</td>
<td>100,519</td>
<td>109.84%</td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
<td>5,471,595</td>
<td>6,214,172</td>
<td>6,027,792</td>
<td>93.27%</td>
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</tr>
</tbody>
</table>
Figure 4: Marin Access Passengers by Program

- Catch A Ride
- Volunteer Driver
- Regional Paratransit
- Local Paratransit
Capital

Marin Transit’s Capital Program includes all expenses related to purchasing and maintaining the transit system capital assets (Table 7). These include vehicles purchases, vehicle leasing, bus stop improvements, technology projects, and communication systems. Marin Transit established itself as a direct Federal Grant recipient in FY2012/13 and continued to be successful in obtaining and implementing state and federal grant funding for capital projects. The District continued to leverage Measure A sales tax revenue and received $2.9 million in State and Federal funds for Capital projects which accounted for 79% of capital revenues.

Marin Transit implemented its largest capital program ever in FY2012/13 and expended $3,688,861 in the capital budget and increased the District’s capital assets by $2.5 million (Table 7). The District acquired 14 new vehicles including five 35ft Muir Woods vehicles, eight community shuttles and a new Novato Dial-A-Ride vehicle. Staff completed and deployed the final American Recovery and Reinvestment Act (ARRA) funded project to provide Automated Vehicle Location Systems for Rural and Community Shuttle Programs. In addition, staff managed the following three active projects focused on improving bus stop facilities:

- **State of Good Repair (SGR) Bus Stop Improvement Project**: design work for bus stop improvements throughout the county including signage, shelters, and other passenger amenities;
- **South Novato Bus Stop Improvements**: project to improve local to regional connections at Novato freeway bus pads. The project transitioned in the construction phase and is scheduled to be completed in October of 2013; and
- **Redwood and Grant Transit Improvement Project**: Staff launched a cooperative design project in Novato focused on improving safety and vehicles operations.

The only major difference between the budget and expenditures was in the Facilities and Stops line item. State approvals delayed the construction of the South Novato Bus Stop Improvement project and the SGR Bus Stop Improvement project ramped up slower than expected. Both projects are on track and will be completed or have significant milestones in FY2013/14.
### Table 7: Capital FY2012/13 Actuals

<table>
<thead>
<tr>
<th>FY12 Actual</th>
<th>FY2013 Budget - Original</th>
<th>FY2013 Budget - Revised</th>
<th>FY2013 Actual</th>
<th>Percent Total Budget Used</th>
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<tr>
<td><strong>Revenue</strong></td>
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<tr>
<td>4090101 Fee For Service</td>
<td>3,046</td>
<td>8,953</td>
<td>8,953</td>
<td>(17,886)</td>
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<td>4092001 Measure A Sales Tax</td>
<td>954,427</td>
<td>1,314,494</td>
<td>1,455,778</td>
<td>671,661</td>
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<tr>
<td>4119901 State - Proposition 1B</td>
<td>341,885</td>
<td>1,168,430</td>
<td>1,637,834</td>
<td>1,442,136</td>
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<tr>
<td>4119902 State- STIP Program</td>
<td>668,117</td>
<td>1,823,000</td>
<td>1,823,000</td>
<td>194,357</td>
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<tr>
<td>4139901 Fed-FTA 5309 (State of Good Repair)</td>
<td>29,483</td>
<td>860,000</td>
<td>860,000</td>
<td>104,731</td>
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<tr>
<td>4139910 Fed-FTA 5307 Urbanized Area Formula</td>
<td>0</td>
<td>195,621</td>
<td>195,621</td>
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<tr>
<td>4139911 Fed-FTA 5307 ARRA</td>
<td>403,728</td>
<td>0</td>
<td>0</td>
<td>39,684</td>
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<tr>
<td>4139931 Fed-FTA 5316 JARC</td>
<td>0</td>
<td>300,000</td>
<td>300,000</td>
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<td>4139950 FTA-5320 Transit in the Parks</td>
<td>340,228</td>
<td>1,100,000</td>
<td>1,637,834</td>
<td>1,442,136</td>
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<tr>
<td>4601001 Misc.-Reimbursement</td>
<td>14,497</td>
<td>200,000</td>
<td>200,000</td>
<td>7,666</td>
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<td>4601020 Sale of Assets</td>
<td>2,844</td>
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<td>4700001 Property Tax Transfer</td>
<td>42,401</td>
<td>68,213</td>
<td>68,213</td>
<td>82,301</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td>2,800,651</td>
<td>7,038,711</td>
<td>7,649,399</td>
<td>3,688,861</td>
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<tr>
<td><strong>Assets</strong></td>
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<tr>
<td>1050200 Assets Under Construct</td>
<td>319,067</td>
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<td>0</td>
<td>(515,918)</td>
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<tr>
<td>1110101 Revenue Vehicles</td>
<td>1,606,181</td>
<td>2,454,708</td>
<td>3,065,396</td>
<td>2,679,082</td>
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<td>1110102 Communication &amp; Data</td>
<td>71,880</td>
<td>375,000</td>
<td>385,000</td>
<td>115,848</td>
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<td>1110103 Administrative Buildings</td>
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<td>0</td>
<td>32,000</td>
<td>25,616</td>
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<tr>
<td>1110104 Facilities &amp; Stops</td>
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<td>3,198,000</td>
<td>3,198,000</td>
<td>696,642</td>
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<td>1110105 Non-Revenue Vehicles</td>
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<td>0</td>
<td>397,913</td>
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<tr>
<td>1110106 Fare Revenue Collection</td>
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<td><strong>Total Assets</strong></td>
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<td>6,680,396</td>
<td>3,265,483</td>
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<tr>
<td><strong>Expenses</strong></td>
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<td>5030301 Consultant Services</td>
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<td>980</td>
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<td>5030501 Bus Stop Maintenance</td>
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<td>100,000</td>
<td>100,000</td>
<td>6,948</td>
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<td>5049902 Small Furn/Equip</td>
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<td>0</td>
<td>3,782</td>
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<tr>
<td>5049903 Software</td>
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<td>5049905 Postage</td>
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<td>5049907 AVL Equipment</td>
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<td>14,000</td>
<td>11,004</td>
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<td>16,202</td>
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<td>666</td>
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<td>5049909 MDT Equipment</td>
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<td>29,940</td>
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<td>5050204 Communication-MERA Radio</td>
<td>25,739</td>
<td>25,770</td>
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<td>5090801 Marketing</td>
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<td>5100100 Cost Center Salary/Benefit Transf</td>
<td>140,311</td>
<td>304,063</td>
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<td>5100101 Cost Center Transfer Overhead</td>
<td>20,315</td>
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<td>(11,790)</td>
<td>23,516</td>
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<td>5120401 Leases and Rentals - Vehicles</td>
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<td>5122010 Signs</td>
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<td>5150001 Capital Lease Payment</td>
<td>431,732</td>
<td>431,736</td>
<td>431,736</td>
<td>184,391</td>
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<td>5150010 Related Parties -Vehicle</td>
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<td><strong>Total Expenses</strong></td>
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<td>1,011,003</td>
<td>1,011,003</td>
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<td><strong>Total Expenditures</strong></td>
<td>2,800,649</td>
<td>7,038,711</td>
<td>7,691,399</td>
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</table>
### Budget GL Account Modifications:

All accounts have been translated into the new SAGE accounting system.

### Attachment A: FY2012/13 Budget Amendments

<table>
<thead>
<tr>
<th>Number</th>
<th>Board Authorization</th>
<th>Description</th>
<th>Function</th>
<th>Program</th>
<th>Project</th>
<th>GL</th>
<th>Original</th>
<th>Change</th>
<th>Final</th>
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<tr>
<td>FY13-01</td>
<td>11/19/2012</td>
<td>Move budget from the Office leasing budget to reflect savings in the new office and from small office furniture to fund moving related capital costs for furniture.</td>
<td>Operations Admin NA</td>
<td>5121201-Office rental</td>
<td>$137,655</td>
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<td>$120,655</td>
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<td></td>
<td></td>
<td></td>
<td>Operations Admin NA</td>
<td>5049902-small office furniture and equipment</td>
<td>$20,000</td>
<td>-5,000</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Capital Capital NA</td>
<td>1110103-Furniture &amp; Fixtures</td>
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<td>+22,000</td>
<td>$22,000</td>
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<tr>
<td>FY13-02</td>
<td>11/19/2012</td>
<td>Increase Capital Budget to pay for capitalized equipment costs</td>
<td>Capital Capital NA</td>
<td>1110102-Equipment</td>
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<td></td>
<td>Capital Capital NA</td>
<td>1110103-Furniture &amp; Fixtures</td>
<td>$22,000</td>
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<td>$32,000</td>
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<td>FY13-03</td>
<td>12/17/2012</td>
<td>Increase Capital Budget for Shuttle Vehicle Purchase</td>
<td>Capital Capital Shuttle Vehicles</td>
<td>1110101-Revenue Vehicles</td>
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<td>Capital Capital Shuttle Vehicles</td>
<td>1110101-Revenue Vehicles</td>
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<td>Capital Capital NDAR</td>
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<td>Capital Capital NA</td>
<td>4092001-Measure A</td>
<td>$1,314,494</td>
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<td>$1,455,778</td>
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<tr>
<td>FY13-04</td>
<td>07/16/2012</td>
<td>Increase Stage contract and fuel budget and recognize additional Measure A revenue</td>
<td>Operations Rural NA</td>
<td>5040101-Fuel</td>
<td>$126,254</td>
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<td>$133,454</td>
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<td>Operations Rural NA</td>
<td>5080101-Purchased Transportation</td>
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<td>Operations Rural NA</td>
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<tr>
<td>FY13-05</td>
<td>03/18/2013</td>
<td>Volunteer Driver/Measure B</td>
<td>Operation Special VolDriver</td>
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<td>FY13-06</td>
<td>04/15/2013</td>
<td>Route 222 Route Change</td>
<td>Operation Local STL</td>
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<td>FY13-07</td>
<td>06/24/2013</td>
<td>Increase Local Paratransit Budget</td>
<td>Operation Local LPT</td>
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<td>FY13-08</td>
<td>06/24/2013</td>
<td>Increase Muir Woods Operations, Fuel &amp; Leasing Budget</td>
<td>Operation Local MWS</td>
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