

**TRANSPORTATION  
FUND**

## TRANSPORTATION FUND

**MISSION STATEMENT:** To provide a parking and public transportation system that meets the needs of Amherst residents and businesses, and, that can be supported through fees and other alternative non-tax revenue sources.

## TRANSPORTATION FUND SUMMARY

	FY 07 Actual	FY 08 Budget	FY 08 Actual	FY 09 Budget	FY 10 Manager	Change FY 09 - 10	Percent Change
Operating Revenues	\$ 887,317	897,453	871,424	892,000	891,700	(300)	-0.03%
Interest	\$ 22,328	10,000	11,725	20,000	12,000	(8,000)	-40.0%
<b>SUBTOTAL REVENUES</b>	<b>\$ 909,645</b>	<b>907,453</b>	<b>883,149</b>	<b>912,000</b>	<b>903,700</b>	<b>(8,300)</b>	<b>-0.9%</b>
Transportation Fund Surplus	\$ 0	0	11,098	98,754	84,323	(14,431)	-14.6%
<b>TOTAL RESOURCES</b>	<b>\$ 909,645</b>	<b>907,453</b>	<b>894,247</b>	<b>1,010,754</b>	<b>988,023</b>	<b>(22,731)</b>	<b>-2.2%</b>
Operating Budgets	\$ 685,940	719,629	706,425	756,349	764,328	7,978	1.1%
Gen. Fund Services	\$ 91,514	88,949	88,949	90,117	96,907	6,790	7.5%
Gen. Fund Loan Repayment	0	0	0	0	0	0	0.0%
Debt Service	\$ 132,191	98,874	98,874	79,288	76,788	(2,500)	-3.2%
Capital Program	\$ 0	0	0	85,000	50,000	(35,000)	-41.2%
<b>TOTAL APPROPRIATION</b>	<b>\$ 909,645</b>	<b>907,453</b>	<b>894,247</b>	<b>1,010,754</b>	<b>988,023</b>	<b>(22,731)</b>	<b>-2.2%</b>

**TRANSPORTATION FUND****REVENUES**

**GOAL STATEMENT:** To maintain revenue sources adequate to support existing parking and transportation facilities and related expenses.

**LONG RANGE OBJECTIVES:****FY 10 OBJECTIVES:**

To consider adjustments to hourly and permit fees to encourage long-term parking on side streets and lots and increase turnover at metered spaces.

**SERVICE LEVELS:**

	<b>FY 04</b>	<b>FY 05</b>	<b>FY 06</b>	<b>FY 07</b>	<b>FY 08</b>
	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>
Funding Composition (%)					
Operating Revenues	90	100	98	98	98
Interest	0	0	2	2	1
Grants	0	0	0	0	0
Taxation	0	0	0	0	0
Surplus Funds	10	0	0	0	1

## TRANSPORTATION FUND

## REVENUES

	FY 07 Actual	FY 08 Budget	FY 08 Actual	FY 09 Budget	FY 10 Proposed	Change FY 09 - 10	Percent Change
Parking Violations	259,339	300,000	248,286	260,000	272,000	12,000	4.6%
Parking Fines	138,593	130,000	135,418	138,000	143,650	5,650	4.1%
Parking Fines - Registry Fee	50,777	50,000	46,232	50,000	50,000	0	0.0%
Parking Meter Fees	410,590	388,000	396,620	403,500	420,000	16,500	4.1%
Parking Permit Fees	27,163	25,000	25,587	25,000	25,000	0	0.0%
Parking Garage Reserve Fee	16,288	15,000	18,973	16,000	18,700	2,700	16.9%
Miscellaneous	372	0	307	0	0	0	0.0%
Interest	22,328	10,000	11,725	15,000	12,000	(3,000)	-20.0%

**SIGNIFICANT BUDGET CHANGES:**

None. \$84,323 from Transportation Fund Surplus will be appropriated to support this budget. The July 1, 2008 Transportation Fund Free Cash is \$288,036.

## TRANSPORTATION FUND

## 4480: PARKING MANAGEMENT

**GOAL STATEMENT:** To develop and manage transportation systems to serve the Town Center and adjacent residential areas.

### RECENT ACCOMPLISHMENTS & CURRENT CHALLENGES:

- Improvements in recent years in TEF Management include the implementation of handheld computer devices for violations, increasing legibility in the field and saving data entry time in the office. Administration of violations, late fines, late notices and RMV communication has been gathered into the office from an external vendor for greater flexibility and cost savings.
- Significant re-staffing in FY08 and early FY09 has brought the fund back to a healthy level for enforcement and administration.
- Current challenges include rising energy costs as this issue impacts the PVTA and resonates through the cost of outreach routes and the PVTA assessment to Amherst, and our partners, UMass, and the Five Colleges.
- Pioneer Valley Planning Commission downtown study, completed in FY08, includes many recommendations for parking capacity, which will provide direction in both short and long term planning. Our first accomplishment toward these recommendations is the pending negotiation with Bank of America, possibly increasing downtown public parking with an agreement with this private enterprise.
- The Public Transportation and Bicycle Committee reports several accomplishments, including a 20% increase in ridership for the Route 32 bus. Service of the Gatehouse Road route was combined with Route 45, resulting in improved service and annual savings of \$21,910.

### LONG RANGE OBJECTIVES:

To discourage meter feeding and increase parking space turnover, with understanding and cooperation of downtown merchants.

Evaluate options for 5-10% annual revenue growth, including options for additional parking space inventory.

To decrease traffic congestion in the Downtown and surrounding areas.

To improve bus service.

To increase the availability of shared-use vehicles, such as Zip cars.

### FY 10 OBJECTIVES:

To add parking violation payments to online payment menu.

To renovate Amity Lot and incorporate with new capacity from Bank of America lot.

To continue to pursue improvements according to recommendations of 2008 Downtown Parking Study by PVPC.

Return outreach routes to PVTA management and financing.

To discourage meter feeding and increase parking space turnover, with understanding and cooperation of downtown merchants and customers.

### SERVICE LEVELS:

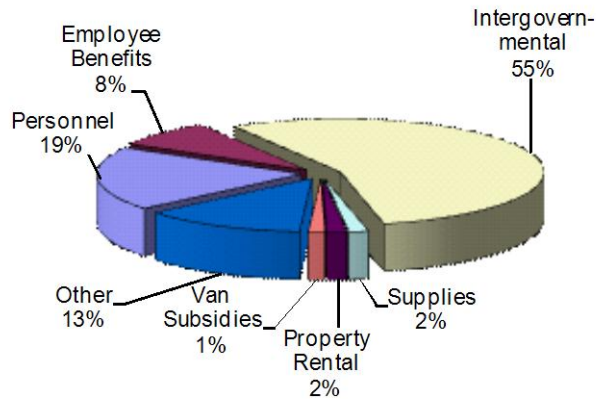
	<b>FY 04</b>	<b>FY 05</b>	<b>FY 06</b>	<b>FY 07</b>	<b>FY 08</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Street Meters Maintained	408	396	394	394	394
Handicapped Spaces			21	21	21
Pay and Display Meters Maintained			7	7	7
Stolen and Demolished Meters	3	6	1	2	4
Meter Repairs	260	233	51	62	56
Meter Conversions	0	70	0	0	0
Tickets issued	31,026	28,275	27,955	26,795	22,529
Traffic Enforcement/Special Events	20	20	20	20	20
Hours of Meter Enforcement	4,720	4,720	4,720	4,720	4,720
Boot and Tow Releases	16	5	5	4	8
Parking Permits Issued	614	722	680	799	705
Committees Served: Parking Task Force	1	0	0	1	1
Collection Rate of Total Issues	83%	89%	83%	82%	88%
Hearings/Appeals		598	821	948	890
Annual Meter Revenue per Space					
CVS Lot	\$478	\$380	\$418	\$521	\$488
Boltwood Garage	633	671	703	725	726
Street Meters	432	463	551	591	565

## TRANSPORTATION FUND

## 4480: PARKING MANAGEMENT

	FY 07 Actual	FY 08 Budget	FY 08 Actual	FY 09 Budget	FY 10 Manager	Change FY 09 - 10	Percent Change
Personnel Services	\$ 192,154	203,962	201,105	214,984	210,186	(4,798)	-2.2%
Operating Expenses	\$ 493,786	511,667	502,889	537,365	550,142	12,777	2.4%
Capital Outlay	\$ 0	4,000	2,430	4,000	4,000	0	0.0%
<b>TOTAL APPROPRIATION</b>	<b>\$ 685,940</b>	<b>719,629</b>	<b>706,425</b>	<b>756,349</b>	<b>764,328</b>	<b>7,979</b>	<b>1.1%</b>
<b>SOURCES OF FUNDS</b>							
User Fees	\$ 685,940	719,629	706,425	742,595	730,005	(12,590)	-1.7%
Surplus	\$ 0	0	0	13,754	34,323	13,754	0.0%
<b>POSITIONS</b>							
Full Time	3.50	3.50	3.50	3.50	3.50	0.00	
Part Time With Benefits	1.00	1.00	1.00	1.00	1.00	0.00	
Full Time Equivalents	4.00	4.00	4.00	4.00	4.00	0.00	

### MAJOR COMPONENTS:



Personnel Services includes funds for two full time enforcement officers, a half time enforcement officer, a parking clerk, and a half time maintenance worker shared with the Parks budget. Also included is \$61,369 for health insurance, retirement and other employee benefits.

Intergovernmental, \$422,192 includes funds for the PVTa assessment, outreach routes and taxes to the General Fund for parking facilities.

Property Rental, \$12,000, provides funds for rental of the Unitarian Parking Lot.

Supplies, \$11,800, includes uniforms, supplies for revenue collection boxes, meter bags, etc.

Van Subsidies are \$10,000.

### SIGNIFICANT BUDGET CHANGES:

Personnel Services net decreases due to employee turnover. Costs increase for the Town estimated share of the PVTa assessment to \$207,197 (+2.5%). Outreach Routes costs for the revised Route 32 increases to an estimated \$122,164 (FY 09 was \$112,000) per January 2009 estimates from UMass Transit and are funded entirely by the Town. M40 Express Bus contribution estimated at \$5,000 although it is not clear yet whether Town will need to fund.

NOTE: Ridership trend data for all bus routes are included in the Appendix.

**TRANSPORTATION FUND****GENERAL FUND SERVICES**

**GOAL STATEMENT:** To compensate the General Fund for services provided by various departments.

**LONG RANGE OBJECTIVES:****FY 10 OBJECTIVES:**

To evaluate charges for services from General Fund departments.

**SERVICE LEVELS:**

	<b>FY 04 Actual</b>	<b>FY 05 Actual</b>	<b>FY 06 Actual</b>	<b>FY 07 Actual</b>	<b>FY 08 Actual</b>
Number of departments reimbursed	6	7	7	7	7
Percentage of total Fund expenses paid to the General Fund	6	7	7	7	7



**TRANSPORTATION FUND****GENERAL FUND SERVICES**

	FY 07 Actual	FY 08 Budget	FY 08 Actual	FY 09 Budget	FY 10 Manager	Change FY 09 - 10
General Fund Loan Repayment	0	0	0	0	0	0
General Fund Services	\$ 91,514	88,949	88,949	90,117	96,907	6,790
<b>TOTAL APPROPRIATION</b>	<b>\$ 91,514</b>	<b>88,949</b>	<b>88,949</b>	<b>90,117</b>	<b>96,907</b>	<b>6,790</b>
<b>SOURCES OF FUNDS</b>						
User Fees	91,514	88,949	88,949	90,117	96,907	6,790

**MAJOR COMPONENTS:**

The General Fund provides services which are used by the Transportation Fund. Transfers are made from the Transportation Fund to the General Fund to compensate for the cost of these services. Charges for FY 06 are as follows:

Select Board / Town Manager	1% of budget	\$ 4,345
Finance Department	1% of budget	12,707
Human Resources	1% of budget	2,426
Construction and Maintenance	5% of budget	40,183
Planning	1% of budget	4,903
Information Systems	3% of budget	17,473
Police		5,70
Town Hall Debt		<u>5,964</u>
<b>TOTAL ADMINISTRATIVE REIMBURSEMENTS</b>		<b><u>\$96,907</u></b>

**SIGNIFICANT BUDGET CHANGES:**

None.

**TRANSPORTATION FUND****DEBT SERVICE****GOAL STATEMENT:**

To provide funds to satisfy debt obligations.

**LONG RANGE OBJECTIVES:****FY 10 OBJECTIVES:**

To make payments on debt incurred to build the parking garage on the Boltwood site.

**SERVICE LEVELS:**

	<b>FY 04</b> <b><u>Actual</u></b>	<b>FY 05</b> <b><u>Actual</u></b>	<b>FY 06</b> <b><u>Actual</u></b>	<b>FY 07</b> <b><u>Actual</u></b>	<b>FY 08</b> <b><u>Actual</u></b>
Number of issues outstanding	2	2	2	2	2

**TRANSPORTATION FUND**

**DEBT SERVICE**

		FY 07 Actual	FY 08 Budget	FY 08 Actual	FY 09 Budget	FY 10 Manager	Change FY 09 - 10
Principal	\$	95,538	66,429	66,429	50,000	50,000	0
Interest	\$	36,653	32,445	32,445	29,288	26,788	(2,500)
<b>TOTAL APPROPRIATION</b>	<b>\$</b>	<b>132,191</b>	<b>98,874</b>	<b>98,874</b>	<b>79,288</b>	<b>76,788</b>	<b>(2,500)</b>
<b>SOURCE OF FUNDS</b>							
User Fees	\$	132,191	98,874	98,874	79,288	76,788	(2,500)
Surplus	\$	0	0	0	0	0	0

<b>MAJOR COMPONENTS:</b>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Parking Garage	50,000	26,788	76,788

**SIGNIFICANT BUDGET CHANGES:**  
None.

**TRANSPORTATION FUND****CAPITAL PROGRAM**

**MISSION STATEMENT:** To maintain facilities and equipment to ensure the delivery of efficient parking and transportation services.

**LONG RANGE OBJECTIVES:****FY 10 OBJECTIVES:**

Finalize and begin to fund a multi-year capital plan to repair parking lots and replace/add pay and display machines.

**SERVICE LEVELS:**

	<u>FY 04</u> <u>Actual</u>	<u>FY 05</u> <u>Actual</u>	<u>FY 06</u> <u>Actual</u>	<u>FY 07</u> <u>Actual</u>	<u>FY 08</u> <u>Actual</u>
Number of Projects:					
Departmental Equipment (meters)	0	0	1	1	0
Existing Facilities	0	0	1	0	0
New Facilities	0	0	0	0	0

## TRANSPORTATION FUND

## CAPITAL PROGRAM

		FY 07 Actual	FY 08 Budget	FY 08 Actual	FY 09 Budget	FY 10 Manager	Change FY 09 - 10
Departmental Equipment	\$	10,000	0	0	85,000	0	(85,000)
Existing Facilities	\$	0	0	0	0	50,000	50,000
New Facilities	\$	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>\$</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85,000</b>	<b>50,000</b>	<b>(35,000)</b>
<b>SOURCE OF FUNDS</b>							
User Fees	\$	10,000	0	0	0	0	0
Surplus Funds	\$	0	0	0	85,000	50,000	(35,000)

**MAJOR COMPONENTS:**

Amity Street/Bank of America Lot Improvements

\$50,000