

**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 08 Actual	FY 09 Budget	FY 09 Actual	FY 10 Budget	FY 11 Manager	Change FY 10 - 11	Percent Change
Operating Revenues	\$ 871,423	892,000	925,443	891,700	902,000	10,300	1.2%
Interest	\$ 11,725	20,000	8,012	12,000	10,000	(2,000)	-16.7%
SUBTOTAL REVENUES	\$ 883,148	912,000	933,455	903,700	912,000	8,300	0.9%
Transportation Fund Surplus	\$ 11,098	98,754	98,754	84,323	55,833	(28,490)	-33.8%
TOTAL RESOURCES	\$ 894,246	1,010,754	#####	988,023	967,833	(20,190)	-2.0%
Operating Budgets	\$ 706,425	756,349	731,298	764,328	728,019	(36,310)	-4.8%
Gen. Fund Services	\$ 88,949	90,117	90,117	--	--		
Gen. Fund Loan Repayment	0	0	0	0	0	0	0.0%
Debt Service	\$ 98,874	79,288	79,288	76,788	71,032	(5,756)	-7.5%
Capital Program	\$ 0	85,000	85,000	50,000	75,000	25,000	50.0%
TOTAL APPROPRIATION	\$ 894,247	1,010,754	985,703	891,116	874,051	(17,065)	-1.9%
Indirect Costs Appropriated in General Fund	\$			96,907	93,782	(3,125)	-3.2%
TOTAL EXPENDITURES	\$ 894,247	1,010,754	985,703	988,023	967,833	(20,190)	-2.0%

TRANSPORTATION FUND**REVENUES**

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

LONG RANGE OBJECTIVES:

FY 11 OBJECTIVES:

SERVICE LEVELS:

	FY 05 <u>Actual</u>	FY 06 <u>Actual</u>	FY 07 <u>Actual</u>	FY 08 <u>Actual</u>	FY 09 <u>Actual</u>
Funding Composition (%)					
Operating Revenues	100	98	98	98	90
Interest	0	2	2	1	1
Grants	0	0	0	0	0
Taxation	0	0	0	0	0
Surplus Funds	0	0	0	1	9

TRANSPORTATION FUND

REVENUES

	FY 08 Actual	FY 09 Budget	FY 09 Actual	FY 10 Budget	FY 11 Manager	Change FY 10 - 11	Percent Change
Parking Violations	248,286	260,000	288,782	260,000	285,000	25,000	9.6%
Parking Fines	135,418	138,000	152,237	138,000	150,000	12,000	8.7%
Parking Fines - Registry Fees	46,232	50,000	42,289	50,000	42,000	(8,000)	-16.0%
Parking Meter Fees	396,620	400,000	397,463	400,000	390,000	(10,000)	-2.5%
Parking Permit Fees	25,587	28,000	20,024	25,000	20,000	(5,000)	-20.0%
Parking Garage Reserved Fee	18,973	16,000	14,907	18,700	15,000	(3,700)	-19.8%
Miscellaneous	307	0	1,730			0	0.0%
Interest	11,725	20,000	8,012	12,000	10,000	(2,000)	-16.7%
	<u>883,148</u>	<u>912,000</u>	<u>925,443</u>	<u>903,700</u>	<u>912,000</u>	<u>8,300</u>	<u>0.9%</u>

SIGNIFICANT BUDGET CHANGES:

None. \$55,833 from Transportation Fund Surplus will be appropriated to support this budget. The July 1, 2009 Transportation Fund Free Cash is \$339,131.

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:

- Returned to fully staffed through recruitment of new officer and promotion in hours of formerly part time officer.
- Through collaboration with Chamber, improved downtown space turnover with time limit enforcement (meter feeding) and addition of four 15 minute free spaces.
- Added parking violation to online payment menu, allowing payment by credit card or ACH and improving RMV release time to one business day with this method.

LONG RANGE OBJECTIVES:

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 11 OBJECTIVES:

To continue to pursue improvements according to recommendations of 2008 Downtown Parking Study by PVPC.
Return outreach routes to PVTA management and financing.
To continue to discourage meter feeding and increase parking space turnover, with understanding and cooperation of downtown merchants and customers.

SERVICE LEVELS:

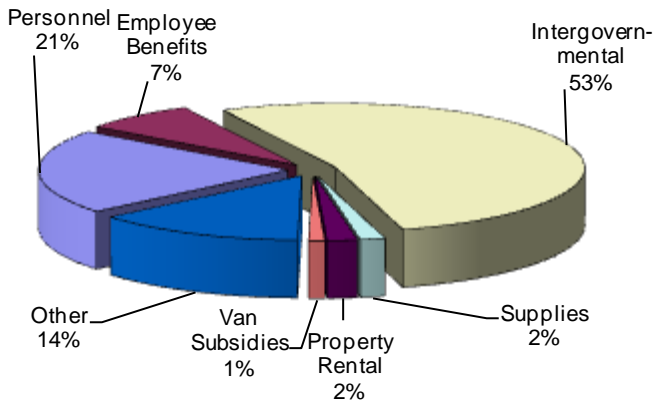
	FY 05	FY 06	FY 07	FY 08	FY 09
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Street Meters Maintained	396	394	394	394	400
Handicapped Spaces		21	21	21	21
Pay and Display Meters Maintained		7	7	7	7
Stolen and Demolished Meters	6	1	2	4	5
Meter Repairs	233	51	62	56	60
Meter Conversions	70	0	0	0	0
Tickets issued	28,275	27,955	26,795	22,529	24,335
Traffic Enforcement/Special Events	20	20	20	20	15
Hours of Meter Enforcement	4,720	4,720	4,720	4,720	4,410
Boot and Tow Releases	5	5	4	8	65
Parking Permits Issued	722	680	799	705	750
Committees Served: Parking Task Force	0	0	1	1	1
Collection Rate of Total Issues	89%	83%	82%	88%	86%
Hearings/Appeals	598	821	948	890	1,318
Annual Meter Revenue per Space					
CVS Lot	\$380	\$418	\$521	\$488	\$479
Boltwood Garage	671	703	725	726	\$706
Street Meters	463	551	591	565	\$571

TRANSPORTATION FUND

4480: PARKING MANAGEMENT

	FY 08 Actual	FY 09 Budget	FY 09 Actual	FY 10 Budget	FY 11 Manager	Change FY 10 - 11	Percent Change
Personnel Services	\$ 201,105	214,984	195,140	210,186	209,216	(970)	-0.5%
Operating Expenses	\$ 502,889	537,365	536,158	550,142	514,803	(35,339)	-6.4%
Capital Outlay	\$ 2,430	4,000	0	4,000	4,000	0	0.0%
TOTAL APPROPRIATION	\$ 706,425	756,349	731,298	764,328	728,019	(36,309)	-4.8%
SOURCES OF FUNDS							
User Fees	\$ 706,425	742,595	717,544	730,005	728,019	(1,986)	-0.3%
Surplus	\$ 0	13,754	13,754	34,323	0	34,323	0.0%
POSITIONS							
Full Time	3.50	3.50	3.50	3.50	3.42	-0.08	
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	3.92	-0.08	

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 \$53,721 for health insurance, retirement and other employee benefits.

Intergovernmental, \$298,794 includes funds for the PVTa assessment, outreach routes and taxes to the General Fund for parking facilities.

Property Rental, \$14,228, 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 \$7,500.

SIGNIFICANT BUDGET CHANGES:

RECOMMENDED BUDGET:

Personnel Services net decrease due to employee turnover. Beginning in FY 10, 12% of the Associate Planner's salary is charged to the Transportation Fund to work related to transportation issues, planning, and development. Costs decrease for the Town estimated share of the PVTa assessment to \$183,894 (-11.2%). Outreach Routes costs for the revised Route 32 increases to an estimated \$114,900 (FY 10 actual was \$110,576) per November 2009 estimates from UMass Transit and are funded entirely by the Town.

ADDITIONAL CUTS TO MEET FINANCE COMMITTEE'S -3% BUDGET GUIDELINE:

The Parking Clerk position in the Finance Department that is funded by the Transportation Fund would be eliminated and her duties would be assumed by the remaining 4 staff members in the Collector's Office by charging 20% of their salaries to the Transportation 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 11 OBJECTIVES:**

To evaluate charges for services from General Fund departments.

SERVICE LEVELS:

	FY 05 <u>Actual</u>	FY 06 <u>Actual</u>	FY 07 <u>Actual</u>	FY 08 <u>Actual</u>	FY 09 <u>Actual</u>
Number of departments reimbursed	7	7	7	7	7
Percentage of total Fund expenses paid to the General Fund	7	7	7	7	7

TRANSPORTATION FUND**GENERAL FUND SERVICES**

	FY 08 Actual	FY 09 Budget	FY 09 Actual	FY 10 Budget	FY 11 Manager	Change FY 10 - 11	Percent Change
General Fund Loan Repayment	0	0	0	0	0	0	0.0%
General Fund Services	\$ 88,949	90,117	90,117	96,907	93,782	(3,125)	-3.2%
TOTAL APPROPRIATION	\$ 88,949	90,117	90,117	96,907	93,782	(3,125)	-3.2%
SOURCES OF FUNDS							
User Fees	88,949	90,117	90,117	96,907	93,782	(3,125)	-3.2%

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	\$ 3,966
Finance Department	1% of budget	12,161
Human Resources	1% of budget	2,707
Construction and Maintenance	5% of budget	42,162
Information Systems	3% of budget	21,456
Police		5,964
Town Hall Debt		<u>5,964</u>
TOTAL ADMINISTRATIVE REIMBURSEMENTS		<u>\$93,782</u>

SIGNIFICANT BUDGET CHANGES:

Planning Department staff time now charged directly to Transportation Fund (see Parking Management).

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

To provide funds to satisfy debt obligations.

LONG RANGE OBJECTIVES:**FY 11 OBJECTIVES:**

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

SERVICE LEVELS:

	<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>	<u>FY 09</u> <u>Actual</u>
Number of issues outstanding	2	2	2	2	1

TRANSPORTATION FUND

DEBT SERVICE

		FY 08 Actual	FY 09 Budget	FY 09 Actual	FY 10 Budget	FY 11 Manager	Change FY 10 - 11	Percent Change
Principal	\$	66,429	50,000	50,000	50,000	55,000	5,000	10.0%
Interest	\$	32,445	29,288	29,288	26,788	16,032	(10,756)	-40.2%
TOTAL APPROPRIATION	\$	98,874	79,288	79,288	76,788	71,032	(5,756)	-7.5%
SOURCE OF FUNDS								
User Fees	\$	98,874	79,288	79,288	76,788	71,032	(5,756)	-7.5%
Surplus	\$	0	0	0	0	0	0	0.0%

MAJOR COMPONENTS:	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Parking Garage	55,000	16,032	71,032

SIGNIFICANT BUDGET CHANGES:

In December 2009, the Town refunded (refinanced) bonds originally issued in 1999 for construction of the Boltwood Parking Garage. This refunding results in a savings of \$3,256 in FY 11 due to lower interest rate on bonds. The Town will also realize interest savings thru FY 20, the last year of debt service on these bonds.

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 11 OBJECTIVES:
 Finalize and begin to fund a multi-year capital plan to repair parking lots and replace/add pay and display machines.
 To initiate RFP for downtown parking facility, incorporating user friendly and cost effective hardware elements into meter parking improvements.
 To renovate Amity Lot and incorporate with new capacity from Bank of America lot.

SERVICE LEVELS:	FY 05 <u>Actual</u>	FY 06 <u>Actual</u>	FY 07 <u>Actual</u>	FY 08 <u>Actual</u>	FY 09 <u>Actual</u>
Number of Projects:					
Departmental Equipment (meters)	0	1	1	0	1
Existing Facilities	0	1	0	0	0
New Facilities	0	0	0	0	0

TRANSPORTATION FUND

CAPITAL PROGRAM

		FY 08 Actual	FY 09 Budget	FY 09 Actual	FY 10 Budget	FY 11 Manager	Change FY 10 - 11	Percent Change
Departmental Equipment	\$	0	85,000	85,000	0	50,000	50,000	-
Existing Facilities	\$	0	0	0	50,000	25,000	(25,000)	-50.0%
New Facilities	\$	0	0	0	0	0	0	0.0%
TOTAL APPROPRIATION	\$	0	85,000	85,000	50,000	75,000	25,000	50.0%
SOURCE OF FUNDS								
User Fees	\$	0	0	0	0	19,167	19,167	-
Surplus Funds	\$	0	85,000	85,000	50,000	55,833	5,833	11.7%

MAJOR COMPONENTS:

Equipment	\$50,000	Parking Lots/Meter Equipment
Facilities	25,000	Garage Storage Room