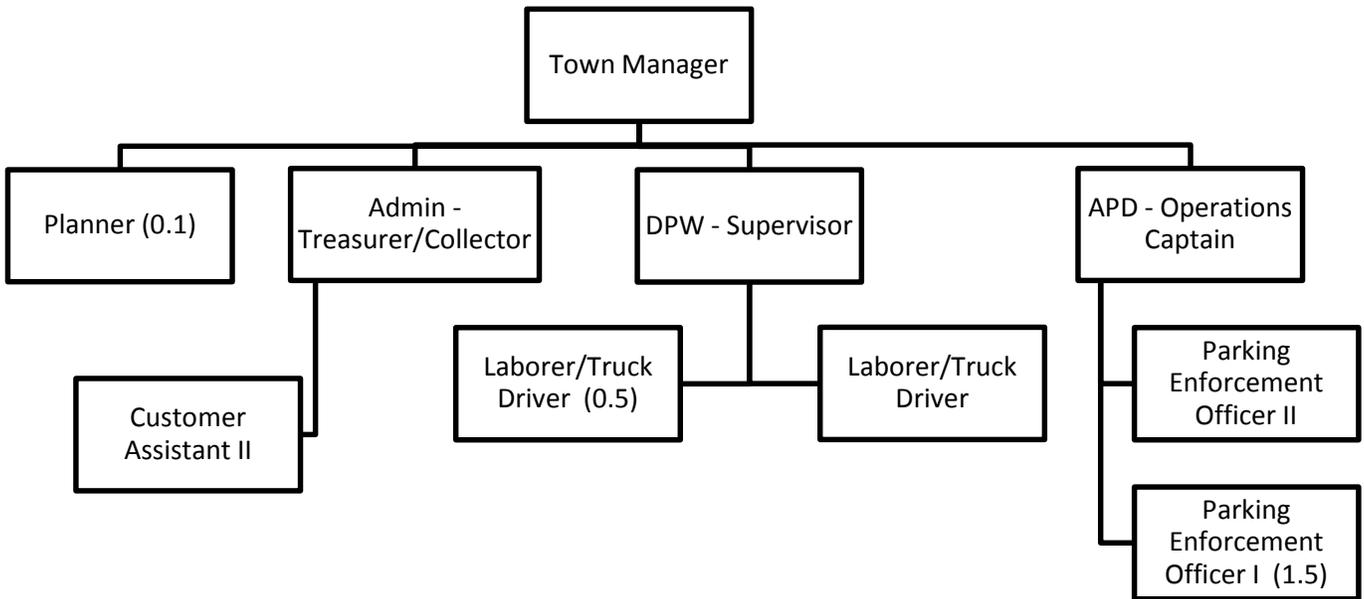


**TRANSPORTATION
FUND**

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 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 Budget	FY 16 Manager	Change FY 15 - 16	Percent Change
Operating Revenues	\$ 898,662	964,404	975,295	962,795	966,150	3,355	0.3%
Interest and Late Fees	\$ 929	515	321	1,000	500	(500)	-50.0%
SUBTOTAL REVENUES	\$ 899,592	964,919	975,616	963,795	966,650	2,855	0.3%
Transportation Fund Surplus	\$ 88,688	100,218	0	0	0	0	0.0%
TOTAL RESOURCES	\$ 988,280	1,065,137	975,616	963,795	966,650	2,855	0.3%
Operating Budgets	\$ 686,606	819,625	773,111	639,092	605,438	(33,655)	-5.3%
Debt Service	\$ 67,763	65,975	59,125	57,625	56,313	(1,312)	-2.3%
Capital Program	\$ 80,000	35,000	40,000	20,000	55,000	35,000	175.0%
TOTAL APPROPRIATION	\$ 834,369	920,600	872,236	716,717	716,751	34	0.0%
Indirect Costs Appropriated in General Fund	\$ 92,643	96,835	96,835	247,078	249,899	2,821	1.1%
TOTAL EXPENDITURES	\$ 927,012	1,017,435	969,071	963,795	966,650	2,855	0.3%

TRANSPORTATION FUND

REVENUES

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

LONG RANGE OBJECTIVES:

FY 16 OBJECTIVES:

- To develop a fund balance policy for this fund.

SERVICE LEVELS:

	<u>FY 10</u> <u>Actual</u>	<u>FY 11</u> <u>Actual</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Actual</u>	<u>FY 14</u> <u>Actual</u>
Funding Composition (%)					
Operating Revenues	92	94	91	91	100
Interest	1	1	0	0	0
Grants	0	0	0	0	0
Taxation	0	0	0	0	0
Surplus Funds	8	6	9	9	0

TRANSPORTATION FUND

REVENUES

		FY 12	FY 13	FY 14	FY 15	FY 16	Change	Percent
		Actual	Actual	Actual	Budget	Manager	FY 15 - 16	Change
Parking Violations	\$	246,560	265,303	256,297	265,000	255,000	(10,000)	-3.8%
Parking Fines	\$	134,868	144,785	146,207	145,000	145,000	0	0.0%
Parking Fines - Registry Fees	\$	49,040	54,991	58,086	52,000	52,000	0	0.0%
Parking Meter Fees	\$	424,899	445,985	459,288	446,000	457,600	11,600	2.6%
Parking Permit Fees	\$	24,955	20,783	21,216	20,745	21,300	555	2.7%
Parking Garage Reserved Fee	\$	14,550	23,081	25,126	24,850	26,250	1,400	5.6%
Parking Miscellaneous	\$	3,791	9,475	9,075	9,200	9,000	(200)	-2.2%
Parking Interest and Late Fees	\$	929	515	321	1,000	500	(500)	-50.0%
	\$	899,592	964,919	975,616	963,795	966,650	2,855	0.3%

Rate Summary	Location	Current
Metered Parking	On Street, Main St and Spring St lots Boltwood Garage and CVS Lot	\$0.50 per hour \$0.50 per hour
Permit Parking	Residential Employment	\$25 per year \$25 per year
Leased	Lower level of Boltwood Garage	\$1,000/year

SIGNIFICANT BUDGET CHANGES:

Most parking fees will remain unchanged in FY 16, except for the annual fee for reserved parking spaced in the lower level of the Boltwood garage, which is recommended to increase from \$950 to \$1,000 per year.

The July 1, 2014 Transportation Fund Free Cash is \$195,180, up from \$180,468 the previous year.

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:

- Reopened Kellogg Ave Lot in reduced size after UUSA church expansion. This smaller footprint lot has 1 HP space and 3 20 minute "high-turnover rate" spaces in support of local businesses adjacent to the lot.
- Supported additional access to new location of Amherst Survival Center during the transition from the former Route 32/Gatehouse Road to the new Route 33.
- Improved lighting and signage at multi-space parking meters with shelters installed in April 2014 to enhance the public's ease of use.
- Returned the reconfigured Route 33 to PVTA's management and financing.
- Replaced handheld computers and radio equipment used by enforcement staff.

LONG RANGE OBJECTIVES:

- To explore options for additional parking space inventory for peak demand periods and continue to evaluate options for annual revenue growth.

FY 16 OBJECTIVES:

- To seek options to expand public parking through lease or other mutually beneficial arrangement, with owners of private downtown parking, as recommended in the 2008 Downtown Parking Study by PVPC.
- To offer user feedback to PVTA and UMass Transit from staff and the Public Transportation & Bicycling Committee concerning the modifications and service enhancements that were implemented in FY 15.
- To participate in the review of zoning in relation to the municipal business district and parking currently being led by the Town Planning staff.
- To add trash barrels and litter pick up throughout the Town at bus stops.

SERVICE LEVELS:

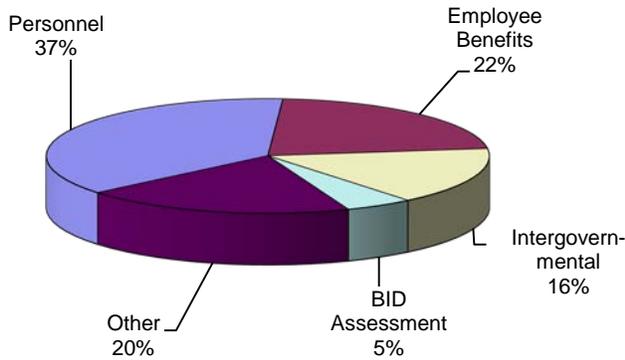
	FY 10	FY 11	FY 12	FY 13	FY 14
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Street Meters Maintained	400	407	339	339	339
Handicapped Spaces	21	21	21	21	21
Pay and Display Meters Maintained	7	7	12	12	12
Stolen and Demolished Meters	10	8	6	4	2
Meter Repairs	52	55	70	68	65
Tickets issued	25,130	23,670	21,857	25,222	22,808
Traffic Enforcement/Special Events	18	19	22	20	26
Hours of Meter Enforcement	4,410	4,450	4,438	4,442	4,478
Boot and Tow Releases	83	53	57	46	38
Parking Permits Issued	601	600	700	639	740
Committees Served: Parking Task Force	1	1	1	1	1
Collection Rate of Total Issues	74%	75%	73%	75%	79%
Hearings/Appeals	1,515	1,318	1,248	1,211	1,252
Annual Meter Revenue per Space					
CVS Lot	\$426	\$451	\$433	\$533	\$572
Boltwood Garage	\$696	\$699	\$714	\$874	Upper \$1,158 Lower \$447
Street Meters	\$577	\$556	\$456	\$549	\$532
Amity Lot			\$619	\$1,092	\$1,081
Main St Lot			\$634	\$1,002	\$906
Spring St Lot			\$318	\$597	\$582

TRANSPORTATION FUND

4480: PARKING MANAGEMENT

	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 Budget	FY 16 Manager	Change FY 15 - 16	Percent Change
Personnel Services	\$ 155,497	167,878	172,705	186,480	225,216	38,736	20.8%
Operating Expenses	\$ 531,109	639,245	596,302	448,612	376,222	(72,390)	-16.1%
Capital Outlay	\$ 0	12,503	4,104	4,000	4,000	0	0.0%
TOTAL APPROPRIATION	\$ 686,606	819,625	773,111	639,092	605,438	(33,654)	-5.3%
SOURCES OF FUNDS							
User Fees	\$ 677,918	754,407	773,111	639,092	605,438	(33,654)	-5.3%
Surplus	\$ 8,688	65,218	0	0	0	0	0.0%
POSITIONS							
Full Time	3.70	3.70	3.70	3.70	4.60	0.90	
Part Time With Benefits	1.00	1.00	1.00	1.00	0.00	-1.00	
Full Time Equivalents	4.20	4.20	4.20	4.20	4.60	0.40	

MAJOR COMPONENTS:



Personnel Services includes funds for two full time enforcement officers, two part time enforcement officers, a parking clerk, a .1 planner, and one and a half maintenance workers.

Employee benefits are \$132,541 for health insurance, retirement, and other employee benefits, including a payment of \$26,902 into the OPEB Trust Fund.

Intergovernmental, \$97,831 includes funds for the PVTA subsidies and taxes to the General Fund for parking facilities.

The Business Improvement District (BID) Assessment is \$30,000.

Other includes supplies, utilities, technical services, and subsidies.

SIGNIFICANT BUDGET CHANGES:

Personnel costs increase because of the addition of a part-time parking enforcement officer.

Starting in FY 15 the reimbursements to the General Fund for the Pioneer Valley Transportation Authority (PVTA) and Registry of Motor Vehicles (RMV) Cherry Sheet assessments moved to the General Fund Services section of the Transportation Fund budget.

PVTA has resumed financial responsibility for the Route 33 (a blend of the former Route 32 and Gatehouse Road outreach routes). Although effective September 1, 2014, this significant reduction to operating expenses takes effect in the FY 16 budget. 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 16 OBJECTIVES:**

- To evaluate charges for services from General Fund departments.

SERVICE LEVELS:

	<u>FY 10</u> <u>Actual</u>	<u>FY 11</u> <u>Actual</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Actual</u>	<u>FY 14</u> <u>Actual</u>
Number of departments reimbursed	7	6	6	6	6
Percentage of total Fund expenses paid to the General Fund	11	11	10	10	10

TRANSPORTATION FUND

GENERAL FUND SERVICES

	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 Budget	FY 16 Manager	Change FY 15 - 16	Percent Change
General Fund Loan Repayment	0	0	0	0	0	0	0.0%
General Fund Services	\$ 92,643	96,835	96,835	247,078	249,899	2,821	1.1%
TOTAL APPROPRIATION	\$ 92,643	96,835	96,835	247,078	249,899	2,821	1.1%
SOURCES OF FUNDS							
User Fees	92,643	96,835	96,835	247,078	249,899	2,821	1.1%

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 16 are as follows:

Select Board / Town Manager	2% of budget	\$ 6,444
Finance Department	1% of budget	15,438
Human Resources	1% of budget	3,580
Construction and Maintenance	5% of budget	48,324
Information Systems	3% of budget	22,170
Police		5,881
Town Hall Debt		2,982
Cherry Sheet Charges:		
PVTA Assessment		93,081
RMV Ticket Marking Assessment		<u>52,000</u>
TOTAL ADMINISTRATIVE REIMBURSEMENTS		<u>\$249,899</u>

SIGNIFICANT BUDGET CHANGES:

In previous years, the Cherry Sheet charges for PVTA and RMV assessments were part of the operating budget.

TRANSPORTATION FUND

DEBT SERVICE

GOAL STATEMENT:
 To provide funds to satisfy debt obligations.

LONG RANGE OBJECTIVES:

FY 16 OBJECTIVES:

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

SERVICE LEVELS:	<u>FY 10 Actual</u>	<u>FY 11 Actual</u>	<u>FY 12 Actual</u>	<u>FY 13 Actual</u>	<u>FY 14 Actual</u>
Number of issues outstanding	1	1	1	1	1

TRANSPORTATION FUND

DEBT SERVICE

	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 Budget	FY 16 Manager	Change FY 15 - 16	Percent Change
Principal	\$ 55,000	55,000	50,000	50,000	50,000	0	0.0%
Interest	\$ 12,763	10,975	9,125	7,625	6,313	(1,312)	-17.2%
TOTAL APPROPRIATION	\$ 67,763	65,975	59,125	57,625	56,313	(1,312)	-2.3%
SOURCE OF FUNDS							
User Fees	\$ 67,763	65,975	59,125	57,625	56,313	(1,312)	-2.3%

MAJOR COMPONENTS:	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Parking Garage	50,000	6,313	56,313

SIGNIFICANT BUDGET CHANGES:

There are no significant changes to debt service in this fund. Fiscal 2020 will be the last year of debt service on the Parking Garage bonds.

TRANSPORTATION FUND

CAPITAL PROGRAM

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

RECENT ACCOMPLISHMENTS AND CURRENT CHALLENGES:

- Completed a significant upgrade to parking facility signs for meter instructions and way-finding in collaboration with the Chamber and the Amherst Business Improvement District.

LONG RANGE OBJECTIVES:

FY 16 OBJECTIVES:

- Replacement of aged or non-functional street meters.

SERVICE LEVELS:

	<u>FY 10 Actual</u>	<u>FY 11 Actual</u>	<u>FY 12 Actual</u>	<u>FY 13 Actual</u>	<u>FY 14 Actual</u>
Number of Projects:					
Departmental Equipment (meters)	0	1	1	1	1
Existing Facilities	1	1	1	0	2
New Facilities	0	0	0	0	0

TRANSPORTATION FUND

CAPITAL PROGRAM

	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 Budget	FY 16 Manager	Change FY 15 - 16	Percent Change
Departmental Equipment	\$ 70,000	0	0	0	0	0	0.0%
Existing Facilities	\$ 10,000	35,000	40,000	20,000	55,000	35,000	175.0%
New Facilities	\$ 0	0	0	0	0	0	0.0%
TOTAL APPROPRIATION	\$ 80,000	35,000	40,000	20,000	55,000	35,000	175.0%
SOURCE OF FUNDS							
User Fees	\$ 0	0	40,000	20,000	55,000	35,000	175.0%
Surplus Funds	\$ 80,000	35,000	0	0	0	0	0.0%

MAJOR COMPONENTS:

Stairwell Grates	\$5,000	Update to Stairwells in Garage
Communication Radios	\$7,500	Officer Communications to Dispatch
DPW	\$42,500	Repairs to Garage concrete walkways