

**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 09 Actual	FY 10 Budget	FY 10 Actual	FY 11 Budget	FY 12 Manager	Change FY 11 - 12	Percent Change
Operating Revenues	\$ 925,443	891,700	961,735	902,000	979,000	77,000	8.5%
Interest	\$ 8,012	12,000	2,136	10,000	2,000	(8,000)	-80.0%
SUBTOTAL REVENUES	\$ 933,455	903,700	963,871	912,000	981,000	69,000	7.6%
Transportation Fund Surplus	\$ 98,754	84,323	84,323	55,833	88,688	32,855	58.8%
TOTAL RESOURCES	\$ 1,032,209	988,023	1,048,194	967,833	1,069,688	101,855	10.5%
Operating Budgets	\$ 731,298	764,328	764,998	728,019	829,282	101,262	13.9%
Gen. Fund Services	\$ 90,117	--	--	--	--		
Gen. Fund Loan Repayment	0	0	0	0	0	0	0.0%
Debt Service	\$ 79,288	76,788	64,019	71,032	67,763	(3,269)	-4.6%
Capital Program	\$ 85,000	50,000	50,000	75,000	80,000	5,000	6.7%
TOTAL APPROPRIATION	\$ 985,703	891,116	879,017	874,051	977,045	102,994	11.8%
Indirect Costs Appropriated in General Fund	\$	96,907	96,907	93,782	92,643	(1,139)	-1.2%
TOTAL EXPENDITURES	\$ 985,703	988,023	975,924	967,833	1,069,688	101,855	10.5%

TRANSPORTATION FUND**REVENUES**

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

LONG RANGE OBJECTIVES:**FY 12 OBJECTIVES:**

To develop and implement recommendations to adjust parking rates to fund improvements to the parking system.

SERVICE LEVELS:

	FY 06 <u>Actual</u>	FY 07 <u>Actual</u>	FY 08 <u>Actual</u>	FY 09 <u>Actual</u>	FY 10 <u>Actual</u>
Funding Composition (%)					
Operating Revenues	98	98	98	90	92
Interest	2	2	1	1	1
Grants	0	0	0	0	0
Taxation	0	0	0	0	0
Surplus Funds	0	0	1	9	8

TRANSPORTATION FUND

REVENUES

	FY 09 Actual	FY 10 Budget	FY 10 Actual	FY 11 Budget	FY 12 Manager	Change FY 11 - 12	Percent Change
Parking Violations	288,782	260,000	322,344	285,000	300,000	15,000	5.3%
Parking Fines	152,237	138,000	163,274	150,000	155,000	5,000	3.3%
Parking Fines - Registry Fees	42,289	50,000	53,321	42,000	42,000	0	0.0%
Parking Meter Fees	397,463	400,000	390,254	390,000	450,000	60,000	15.4%
Parking Permit Fees	20,024	25,000	13,440	20,000	15,000	(5,000)	-25.0%
Parking Garage Reserved Fee	14,907	18,700	16,895	15,000	17,000	2,000	13.3%
Miscellaneous	1,730	0	2,208	0	0	0	0.0%
Interest	8,012	12,000	2,136	10,000	2,000	(8,000)	-80.0%
	925,443	903,700	963,871	912,000	981,000	69,000	7.6%

Rate Summary	Location	Current	Recommended
Metered Parking	On Street, Main St and Spring St lots	\$0.40 per hour	\$0.50 per hour
	Boltwood Garage and CVS Lot	\$0.50 per hour	\$0.50 per hour
Permit Parking	Residential	\$35 per year	\$25 per year
	Employment	\$35 per year	\$25 per year
Leased	Lower level of Boltwood Garage	\$75/mo or \$650/yr	\$75/mo or \$750/yr

SIGNIFICANT BUDGET CHANGES:

Recommended changes to parking rates require review and approval from the Select Board. \$88,688 from Transportation Fund Surplus will be appropriated to support this budget. The July 1, 2010 Transportation Fund Free Cash is \$270,926.

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 violations to online payment menu, allowing payment by credit card or ACH and improving RMV release time to one business day with this method.
- Spring 2011: Phase 1 installation of new customer-friendly Pay By Space parking machines in Boltwood Garage, Town/CVS Lot, Amity Street, and Town Hall Lot with pay by credit card and cell phone capability.

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.
To consider expansion of pay by credit card and/or Pay By Space technology to replace street meters.

FY 12 OBJECTIVES:

To complete Phase 2 installation of Pay By Space parking machines with credit card and pay by cell phone capability in the Spring Street Lot and Main Street Lot in front of Town Hall.
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:

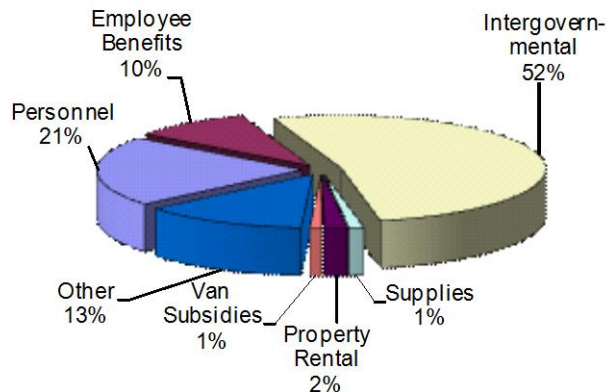
	FY 06	FY 07	FY 08	FY 09	FY 10
	Actual	Actual	Actual	Actual	Actual
Street Meters Maintained	394	394	394	400	400
Handicapped Spaces	21	21	21	21	21
Pay and Display Meters Maintained	7	7	7	7	7
Stolen and Demolished Meters	1	2	4	5	10
Meter Repairs	51	62	56	60	52
Meter Conversions	0	0	0	0	0
Tickets issued	27,955	26,795	22,529	24,335	25,130
Traffic Enforcement/Special Events	20	20	20	15	18
Hours of Meter Enforcement	4,720	4,720	4,720	4,410	4,410
Boot and Tow Releases	5	4	8	65	83
Parking Permits Issued	680	799	705	750	601
Committees Served: Parking Task Force	0	1	1	1	1
Collection Rate of Total Issues	83%	82%	88%	76%	74%
Hearings/Appeals	821	948	890	1,318	1515
Annual Meter Revenue per Space					
CVS Lot	\$418	\$521	\$488	\$479	\$426
Boltwood Garage	703	725	726	\$706	\$696
Street Meters	551	591	565	\$571	\$577

TRANSPORTATION FUND

4480: PARKING MANAGEMENT

	FY 09 Actual	FY 10 Budget	FY 10 Actual	FY 11 Budget	FY 12 Manager	Change FY 11 - 12	Percent Change
Personnel Services	\$ 195,140	210,186	214,020	209,216	243,979	34,763	16.6%
Operating Expenses	\$ 536,158	550,142	550,979	514,803	581,303	66,500	12.9%
Capital Outlay	\$ 0	4,000	0	4,000	4,000	0	0.0%
TOTAL APPROPRIATION	\$ 731,298	764,328	764,998	728,019	829,282	101,263	13.9%
SOURCES OF FUNDS							
User Fees	\$ 717,544	730,005	730,675	728,019	820,594	92,575	12.7%
Surplus	\$ 13,754	34,323	34,323	0	8,688	0	0.0%
POSITIONS							
Full Time	3.50	3.50	3.50	3.62	3.70	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	4.12	4.20	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 \$74,641 for health insurance, retirement and other employee benefits.

Intergovernmental, \$414,640 includes funds for the PVTA assessment, outreach routes and taxes to the General Fund for parking facilities.

Property Rental, \$14,513, provides funds for rental of the Unitarian Parking Lot.

Supplies, \$9,200, includes uniforms, supplies for revenue collection boxes, meter bags, etc.

Van Subsidies are \$7,500.

SIGNIFICANT BUDGET CHANGES:

Increases in personnel include and increase of .08 FTE of the Associate Planner's salary charged to the Transportation Fund for work related to transportation issues, planning, and development. Costs increase for the Town estimated share of the PVTA assessment to \$196,869 (+7.1%). Outreach Routes costs for the revised Route 32 increases to an estimated \$124,940 via direct contract with UMass Transit and are funded entirely by the Town. Professional/technical services expenses rise by \$37,000 to fund new transaction fees (estimated at \$30,000) for credit card parking payment processing and \$7,000 for wireless network fees for handheld parking ticket machines.

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 12 OBJECTIVES:**

To evaluate charges for services from General Fund departments.

SERVICE LEVELS:

	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual	FY 10 Actual
Number of departments reimbursed	7	7	7	7	7
Percentage of total Fund expenses paid to the General Fund	7	7	7	7	11

TRANSPORTATION FUND

GENERAL FUND SERVICES

	FY 09 Actual	FY 10 Budget	FY 10 Actual	FY 11 Budget	FY 12 Manager	Change FY 11 - 12	Percent Change
General Fund Loan Repayment	0	0	0	0	0	0	0.0%
General Fund Services	\$ 90,117	96,907	96,907	93,782	92,643	(1,139)	-1.2%
TOTAL APPROPRIATION	\$ 90,117	96,907	96,907	93,782	92,643	(1,139)	-1.2%
SOURCES OF FUNDS							
User Fees	90,117	96,907	96,907	93,782	92,643	(1,139)	-1.2%

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 12 are as follows:

Select Board / Town Manager	1% of budget	\$ 4,538
Finance Department	1% of budget	13,114
Human Resources	1% of budget	2,971
Construction and Maintenance	5% of budget	39,737
Information Systems	3% of budget	20,957
Police		5,366
Town Hall Debt		<u>5,964</u>
TOTAL ADMINISTRATIVE REIMBURSEMENTS		<u>\$92,643</u>

SIGNIFICANT BUDGET CHANGES:

None.

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

To provide funds to satisfy debt obligations.

LONG RANGE OBJECTIVES:**FY 12 OBJECTIVES:**

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

SERVICE LEVELS:

	<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>	<u>FY 10</u> <u>Actual</u>
Number of issues outstanding	2	2	2	1	1

TRANSPORTATION FUND

DEBT SERVICE

		FY 09 Actual	FY 10 Budget	FY 10 Actual	FY 11 Budget	FY 12 Manager	Change FY 11 - 12	Percent Change
Principal	\$	50,000	50,000	50,000	55,000	55,000	0	0.0%
Interest	\$	29,288	26,788	14,019	16,032	12,763	(3,269)	-20.4%
TOTAL APPROPRIATION	\$	79,288	76,788	64,019	71,032	67,763	(3,269)	-4.6%
SOURCE OF FUNDS								
User Fees	\$	79,288	76,788	64,019	71,032	67,763	(3,269)	-4.6%
Surplus	\$	0	0	0	0	0	0	0.0%

MAJOR COMPONENTS:	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Parking Garage	55,000	12,763	67,763

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:

To initiate RFP for downtown parking facility, incorporating user friendly and cost effective hardware elements into meter parking improvements.

FY 12 OBJECTIVES:

Continue a multi-year capital plan to repair parking lots and replace pay and display machines with more customer friendly pay by space machines.

SERVICE LEVELS:

	FY 06 <u>Actual</u>	FY 07 <u>Actual</u>	FY 08 <u>Actual</u>	FY 09 <u>Actual</u>	FY 10 <u>Actual</u>
Number of Projects:					
Departmental Equipment (meters)	1	1	0	1	0
Existing Facilities	1	0	0	0	1
New Facilities	0	0	0	0	0

TRANSPORTATION FUND

CAPITAL PROGRAM

	FY 09 Actual	FY 10 Budget	FY 10 Actual	FY 11 Budget	FY 12 Manager	Change FY 11 - 12	Percent Change
Departmental Equipment	\$ 85,000	0	0	50,000	70,000	20,000	40.0%
Existing Facilities	\$ 0	50,000	50,000	25,000	10,000	(15,000)	-60.0%
New Facilities	\$ 0	0	0	0	0	0	0.0%
TOTAL APPROPRIATION	\$ 85,000	50,000	50,000	75,000	80,000	5,000	6.7%
SOURCE OF FUNDS							
User Fees	\$ 0	0	0	19,167	0	(19,167)	-100.0%
Surplus Funds	\$ 85,000	50,000	50,000	55,833	80,000	24,167	43.3%

MAJOR COMPONENTS:

Equipment	\$40,000	Security Cameras in Parking Garage
	30,000	Pay by Space Parking Machines
Facilities	10,000	Boltwood Garage Improvements

In FY 11 and 12, the Town plans to replace pay/display machines in a number of Town parking lots with more customer friendly "Pay By Space" machines that also accept payment by credit card or cell phone in addition to coin.