**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 Actual	FY 11 Actual	FY 12 Budget	FY 13 Manager	Change FY 12 - 13	Percent Change
Operating Revenues	\$	925,443	961,735	943,217	979,000	979,000	0	0.0%
Interest	\$_	8,012	2,136	2,708	2,000	2,000	0	0.0%
SUBTOTAL REVENUES	\$	933,455	963,871	945,925	981,000	981,000	0	0.0%
Transportation Fund Surplus	\$_	98,754	84,323	55,833	88,688	100,218	11,530	13.0%
TOTAL RESOURCES	\$	1,032,209	1,048,194	1,001,758	1,069,688	1,081,218	11,530	1.1%
Operating Budgets Gen. Fund Services	\$ \$	768,371 90,117	781,742 	707,320 	829,282 	883,408 	54,125	6.5%
Gen. Fund Loan Repayment		0	0	0	0	0	0	0.0%
Debt Service	\$	79,288	64,019	71,032	67,763	65,975	(1,788)	-2.6%
Capital Program	\$_	85,000	50,000	75,000	80,000	35,000	(45,000)	-56.3%
TOTAL APPROPRIATION	\$	1,022,776	895,761	853,352	977,045	984,383	7,338	0.8%
Indirect Costs Appropriated in General Fund	\$		96,907	93,782	92,643	96,835	4,192	4.5%
TOTAL EXPENDITURES	\$	1,022,776	992,668	947,134	1,069,688	1,081,218	11,530	1.1%

**REVENUES** 

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

#### **LONG RANGE OBJECTIVES:**

#### **FY 13 OBJECTIVES:**

To monitor new parking rates and costs associated with pay-by-space parking system. To develop a fund balance policy for this fund.

SERVICE LEVELS:	FY 07 <u>Actual</u>	FY 08 <u>Actual</u>	FY 09 <u>Actual</u>	FY 10 <u>Actual</u>	FY 11 <u>Actual</u>
Funding Composition (%)					
Operating Revenues	98	98	90	92	94
Interest	2	1	1	1	1
Grants	0	0	0	0	0
Taxation	0	0	0	0	0
Surplus Funds	0	1	9	8	6

## **REVENUES**

	FY 09	FY 10	FY 11	FY 12	FY 13	Change	Percent
	Actual	Actual	Actual	Budget	Manager	FY 12 - 13	Change
	•						
Parking Violations	288,782	322,344	306,248	300,000	300,000	0	0.0%
Parking Fines	152,237	163,274	159,585	155,000	155,000	0	0.0%
Parking Fines - Registry Fees	42,289	53,321	57,059	42,000	42,000	0	0.0%
Parking Meter Fees	397,463	390,254	387,865	450,000	450,000	0	0.0%
Parking Permit Fees	20,024	13,440	14,925	15,000	15,000	0	0.0%
Parking Garage Reserved Fee	14,907	16,895	17,535	17,000	17,000	0	0.0%
Miscellaneous	1,730	2,208				0	0.0%
Interest	8,012	2,136	2,708	2,000	2,000	0	0.0%
	925,443	963,871	945,925	981,000	981,000	0	0.0%

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	\$75/mo or \$750/yr

#### **SIGNIFICANT BUDGET CHANGES:**

Parking fees and other revenue will remain unchanged in FY 13. \$100,218 from Transportation Fund Surplus will be appropriated to support this budget. The July 1, 2011 Transportation Fund Free Cash is \$228,639, down from \$270,926 last year.

#### 4480: PARKING MANAGEMENT

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

#### **RECENT ACCOMPLISHMENTS & CURRENT CHALLENGES:**

- Summer and Fall 2011: Phase 1 and 2 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.
- Understand full impact to revenue and expenses after the improvements to the system and develop recommendations to restore the fund to fully balanced and adequate reserve level.

#### LONG RANGE OBJECTIVES:

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

To decrease traffic congestion in the Downtown and surrounding areas.

To consider expansion of pay by credit card and/or pay-by-space technology to replace street meters.

#### **FY 13 OBJECTIVES:**

To complete education, signs, and service as needed for full user friendly environment in lots where pay-by-space has been implemented.

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

To return outreach routes to PVTA management and financing.

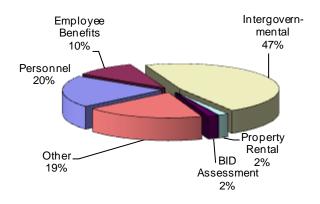
To seek capital funding for a green (low fuel consumption and low emission) town center officer vehicle for collections, enforcement, and travel needs.

SERVICE LEVELS:	FY 07	FY 08	FY 09	FY 10	FY 11
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Street Meters Maintained	394	394	400	400	407
Handicapped Spaces	21	21	21	21	21
Pay and Display Meters Maintained	7	7	7	7	7
Stolen and Demolished Meters	2	4	5	10	8
Meter Repairs	62	56	60	52	55
Tickets issued	26,795	22,529	24,335	25,130	23,670
Traffic Enforcement/Special Events	20	20	15	18	19
Hours of Meter Enforcement	4,720	4,720	4,410	4,410	4,450
Boot and Tow Releases	4	8	65	83	53
Parking Permits Issued	799	705	750	601	600
Committees Served: Parking Task Force	1	1	1	1	1
Collection Rate of Total Issues	82%	88%	76%	74%	75%
Hearings/Appeals	948	890	1,318	1,515	1,318
Annual Meter Revenue per Space					
CVS Lot	\$521	\$488	\$479	\$426	\$451
Boltwood Garage	725	726	\$706	\$696	\$699
Street Meters	591	565	\$571	\$577	\$556

#### **4480: PARKING MANAGEMENT**

	_	FY 09 Actual	FY 10 Actual	FY 11 Actual	FY 12 Budget	FY 13 Manager	Change FY 12 - 13	Percent Change
Personnel Services	\$	136,900	142,735	153,509	168,838	180,462	11,624	6.9%
Operating Expenses	\$	631,471	639,007	553,811	656,444	698,946	42,502	6.5%
Capital Outlay	\$_	0	0		4,000	4,000	0	0.0%
TOTAL APPROPRIATION	\$	768,371	781,742	707,320	829,282	883,408	54,126	6.5%
SOURCES OF FUNDS User Fees Surplus	\$ \$	754,617 13,754	747,419 34,323	707,320 0	820,594 8,688	818,190 65,218	(2,404) 8,688	-0.3% 0.0%
POSITIONS								
Full Time		3.50	3.50	3.62	3.70	3.70	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	4.12	4.20	4.20	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 Tree and Grounds Maintenance budget.

Employee benefits are \$88,143 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.

The Business Improvement District (BID) Assessment is \$15,000.

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

#### **SIGNIFICANT BUDGET CHANGES:**

Cost of the Town estimated share of the PVTA assessment remain unchanged at \$196,869 as do the Outreach Routes costs for the revised Route at \$124,940, via direct contract with UMass Transit and are funded entirely by the Town.

Professional/technical services expenses rise by \$14,000 to fund transaction fees for credit card parking payment processing and for wireless network fees for handheld parking ticket machines.

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

## **GENERAL FUND SERVICES**

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

## **LONG RANGE OBJECTIVES:**

#### **FY 13 OBJECTIVES:**

To evaluate charges for services from General Fund departments.

SERVICE LEVELS:	FY 07 <u>Actual</u>	FY 08 <u>Actual</u>	FY 09 <u>Actual</u>	FY 10 <u>Actual</u>	FY 11 <u>Actual</u>
Number of departments reimbursed Percentage of total Fund expenses paid	7	7	7	7	7
to the General Fund	7	7	7	11	11

## **GENERAL FUND SERVICES**

		FY 09 Actual	FY 10 Actual	FY 11 Actual	FY 12 Budget	FY 13 Manager	Change FY 12 - 13	Percent Change
General Fund Loan Repayment General Fund Services	\$	0 90,117	0 96,907	0 93,782	0 92,643	0 96,835	0 4,192	0.0% 4.5%
TOTAL APPROPRIATION	* <b>-</b> \$ <u>-</u>	90,117	96,907	93,782	92,643	96,835	4,192	4.5%
COURCES OF FUNDS								
SOURCES OF FUNDS User Fees		90,117	96,907	93,782	92.643	96,835	4,192	4.5%
03011 003		50,117	30,907	55,762	52,043	50,055	4,192	4.5 /6

#### **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 13 are as follows:

Select Board / Town Manager Finance Department Human Resources Construction and Maintenance Information Systems Police	1% of budget 1% of budget 1% of budget 5% of budget 3% of budget	\$ 4,731 13,955 2,962 42,687 21,033 5,502
Town Hall Debt  TOTAL ADMINISTRATIVE REIMBURSEMENTS		<u>5,964</u> \$96,835
101/LE/IDMINIOTH/CTIVE REIMBORGEMENTO		<u>ψ50,000</u>

#### **SIGNIFICANT BUDGET CHANGES:**

None.

## **DEBT SERVICE**

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To provide funds to satisfy debt obligations.

#### **LONG RANGE OBJECTIVES:**

#### **FY 13 OBJECTIVES:**

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

SERVICE LEVELS:	FY 07	FY 08	FY 09	FY 10	FY 11
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Number of issues outstanding	2	2	1	1	1

## **DEBT SERVICE**

		FY 09 Actual	FY 10 Actual	FY 11 Actual	FY 12 Budget	FY 13 Manager	Change FY 12 - 13	Percent Change
Principal Interest	\$ \$	50,000 29,288	50,000 14,019	55,000 16,032	55,000 12,763	55,000 10,975	0 (1,788)	0.0% -14.0%
TOTAL APPROPRIATION	\$	79,288	64,019	71,032	67,763	65,975	(1,788)	-2.6%
SOURCE OF FUNDS								
User Fees Surplus	\$ \$	79,288 0	64,019 0	71,032 0	67,763 0	65,975 0	(1,788) 0	-2.6% 0.0%

MAJOR COMPONENTS:	<u>Principal</u>	Interest	<u>Total</u>	
Parking Garage	55,000	10,975	65,975	

#### **SIGNIFICANT BUDGET CHANGES:**

In December 2009, the Town refunded (refinanced) bonds originally issued in 1999 for construction of the Boltwood Parking Garage. The Town will realize interest savings thru FY 20, the last year of debt service on these bonds.

## **CAPITAL PROGRAM**

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

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**FY 13 OBJECTIVES:** 

SERVICE LEVELS:	FY 07 <u>Actual</u>	FY 08 Actual	FY 09 <u>Actual</u>	FY 10 <u>Actual</u>	FY 11 <u>Actual</u>
Number of Projects:					
Departmental Equipment (meters)	1	0	1	0	1
Existing Facilities	0	0	0	1	1
New Facilities	0	0	0	0	0

# **CAPITAL PROGRAM**

	FY 09	FY 10	FY 11	FY 12	FY 13	Change	Percent
	 Actual	Actual	Actual	Budget	Manager	FY 12 - 13	Change
Departmental Equipment	\$ 85,000	0	50,000	70,000	0	(70,000)	-100.0%
Existing Facilities	\$ 0	50,000	25,000	10,000	35,000	25,000	250.0%
New Facilities	\$ 0	0	0	0	0	0	0.0%
TOTAL APPROPRIATION	\$ 85,000	50,000	75,000	80,000	35,000	(45,000)	-56.3%
SOURCE OF FUNDS							
User Fees	\$ 0	0	19,167	0	0	0	0.0%
Surplus Funds	\$ 85,000	50,000	55,833	80,000	35,000	(45,000)	-56.3%

MAJOR COMPONENTS: Equipment \$35,000 Hybrid Car