

TOWN OF SAN ANSELMO
STAFF REPORT
 October 13, 2016

For the meeting of October 20, 2016

TO: Capital Programs Monitoring Committee

FROM: Sean Condry, P.E., Public Works Director

SUBJECT: Financial Report for Fiscal Year 2015/16 Measure D

RECOMMENDATION:

That the Capital Programs Monitoring Committee review the financial report for fiscal year 2015-16 for the Measure D Sales Tax Fund, as well as capital expenditures from the Road Maintenance Fund, Capital Projects Fund, and Grant Fund.

BACKGROUND and DISSCUSSION:

With the passing of ½ cents sales tax, Measure D, in 2013, residents approved the funding of paving, drainage, building projects, etc. Based on this, the Capital Program Monitoring Committee (CPMC) was appointed as the financial oversight committee to ensure that funds were being allocated and spent as required by measure D.

In 2015 the 7 Year Capital Improvement Plan (CIP) was approved by Town Council based on recommendation from the CPMC. The 1st year that the Measure D sales tax was put into effect was for Fiscal Year 14/15 and this report is for the 2nd fiscal year of the 7 Year CIP in 2015/16. The 7 Year CIP includes some revisions based on changes to paving projects in coordination with utilities, reprioritized need, and other factors.

Typical funding for Town projects is a patchwork of funds which allows the Town to complete long term or bigger projects. The overall annual budget comes from the following sources:

Budget

Description	Estimated Amount	Actual Amount
Road Maintenance (General Fund)	\$400,000	\$400,000
Road Impact Fees	\$170,000	\$248,041
Measure A (Marin's ½ cent sales tax)	\$150,000	\$152,260
Measure D Infrastructure	\$700,000	\$835,678
Measure B *	(\$100,00)	(\$0 but next year \$111,297)
*Measure B funds come every 3 years and is shown on attachment 6 only.		
Total	\$1,420,000/yr	\$1,635,979

In Fiscal Year 2015/16 many of the 7 Year CIP projects scheduled were completed, new projects were started, and other projects were deferred to 2015/16. Large projects that were completed in 2015/16 consist of the following (see Attachment 1 for a map and complete list of streets):

1. New ADA ramp at Isabel Cook Center
2. Crack seals, plugging and slurry seals on streets throughout San Anselmo-The list includes but is not limited to San Anselmo Avenue, Center Boulevard, Laurel Avenue, etc.
3. Paving-Sir Francis Drake Blvd. from the Hub to Madrone, Bridge Avenue, Ridge Road, Parkside Court, Hampton, Wood Court, etc.

Measure D Funds, Road Maintenance Funds, Grant Funds, and Capital Reconstruction Funds were used to complete all of the above projects (Attachment 2). Total Revenue and expenditure were as listed below for each category and further outlined in Attachment 2:

Fund	Total Available Revenue	Expense	Ending Balance
Measure D	\$1,049,802	-\$964,531	\$85,272
Grant Fund	\$640,250	-\$606,105	\$34,145
Road Maintenance	\$1,216,522	-\$802,002	\$414,520
Capital Reconstruction	\$131,801	-\$25,047	\$106,754
Total	\$3,038,375	(\$2,397,685)	\$435,798.00

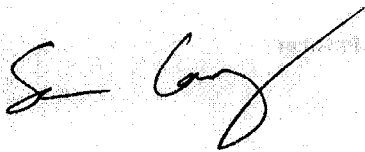
In the Fiscal Year 15/16 a total of \$964,531 from Measure D was spent mainly on road improvements. Many of the projects under Measure D also required funds from other sources. Unprogrammed Resurfacing Funds under Road Maintenance Funds were used to help complete crack seals, slurry seals, and plugging of roads in preparation for actual paving or as asset protection. Most of the Grant Fund Expense was related to bridge design and paving. Total expense on infrastructure improvements in San Anselmo for the 15/16 Fiscal Year was \$2,397,685.

CONCLUSION

With the new measure D ½ cents sales tax the Town appears to be well on its way on improving its infrastructure, especially when it comes to its roads. Over the past 4 years the overall Pavement Condition Index (PCI) for the Town has increased from 59 to 64 and the arterial PCI has increased to 70 which is beating the forecast of the computer model.

Total revenues from measure D have been higher than first predicted which will hopefully allow the Town to get more projects completed.

Respectfully submitted,

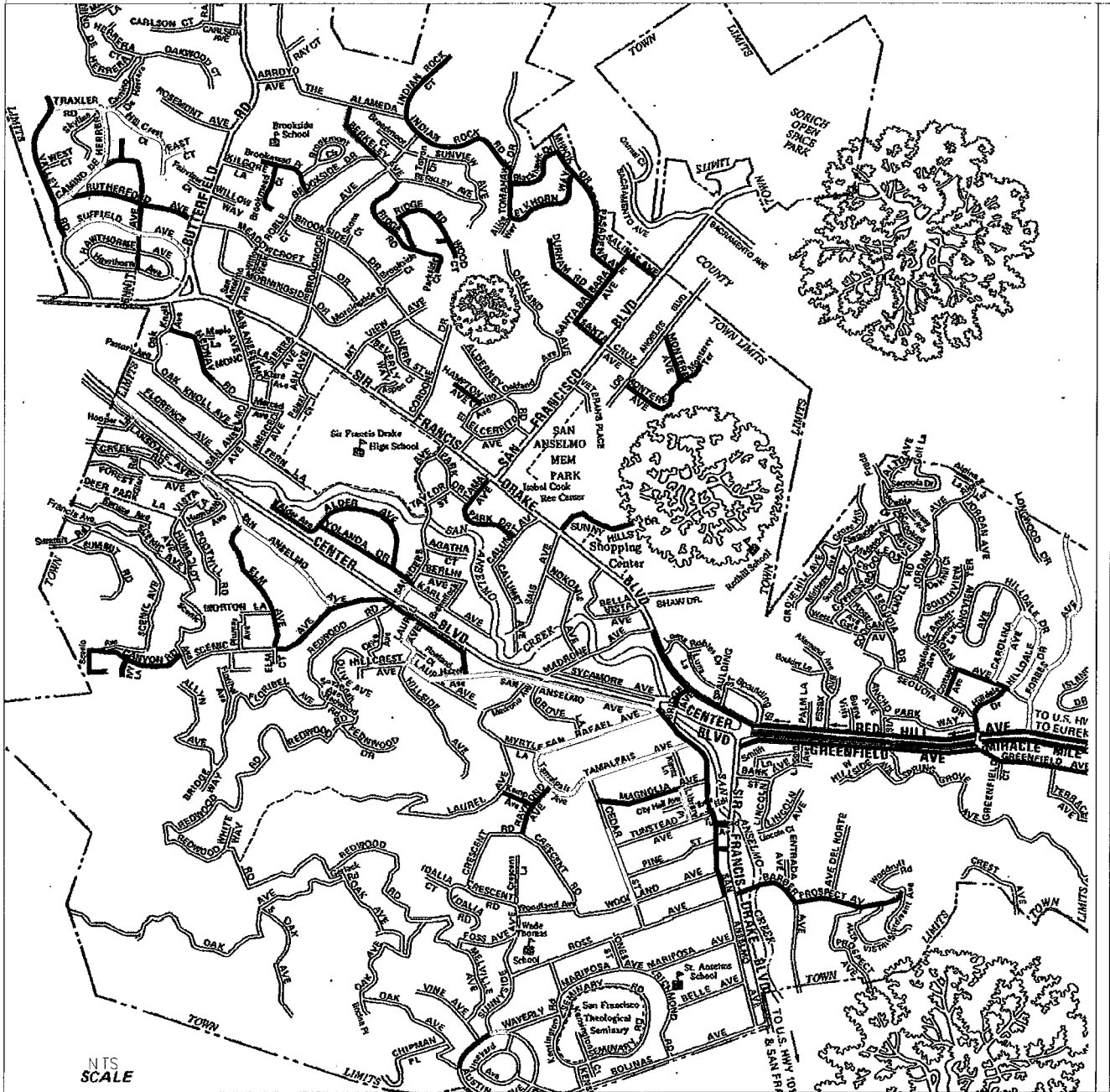


Sean Condry, P.E.
Public Works Director

Attachment: Attachment 1 Map and list of pavement projects
Attachment 2 CIP Revenues and Expenditures

*For a full copy of the original 7 Year CIP CPMC report go to:
<http://www.townofsananselmo.org/ArchiveCenter/ViewFile/Item/4610>

TOWN OF SAN ANSELMO
 PAVEMENT PRESERVATION AND RESTORATION
 FISCAL YEAR 2015/2016



NTS
 SCALE

r.colvert 4/29/16

- PAVEMENT PRESERVATION crack seal/slurry
- PAVEMENT PRESERVATION crack seal
- PAVEMENT RESTORATION

ATTACHMENT 1

DRAWN: RAC

DRAWING DATE: 5/19/16

TOWN OF SAN ANSELMO STREET CUTTING MORATORIUM
(updated 08/31/2016)

<u>Street</u>	<u>From</u>	<u>To</u>	<u>MORATORIUM</u>		<u>Type</u>
			<u>Start</u>	<u>Expiration</u>	
Austin Av	N/O Oak Av	E/O Sunnyside Av	6/28/2016	6/28/2019	Slurry
Camino de Herrera	N/O Rutherford Av	N/O Traxler Rd	6/28/2016	6/28/2019	Slurry
Canyon Rd	All	All	4/12/2016	4/12/2023	Pavement
Carolina Av	Jordan Av	Hilldale Dr	6/28/2016	6/28/2019	Slurry
Cedar St	Woodland Av	200' S/O Magnolia Av	6/28/2016	6/28/2019	Slurry
Cedar St	200' S/O Magnolia Av	Tamalpais	6/24/2016	6/24/2023	Pavement
Center Blvd	San Anselmo Av	Town Limits	6/28/2016	6/28/2019	Slurry
East Ct	E/O Hillcrest Ct	End	6/28/2016	6/28/2019	Slurry
Forbes Av	N/O Red Hill Av	Twn Lm	6/28/2016	6/28/2019	Slurry
Hampton Av	All	All	5/15/2016	5/15/2023	Pavement
Hazel Av	All	All	5/17/2016	5/17/2019	Slurry
Hilldale Dr	N/O Jordan Av	E/O Carolina Av	6/28/2016	6/28/2019	Slurry
Ivy Ln	All	All	4/19/2016	4/19/2023	Pavement
Jordan Av	W/O Hilldale Dr	W/O Cottage Drf	6/28/2016	6/28/2019	Slurry
Laurel Av	Hazel Av	San Anselmo Av	5/17/2016	5/17/2019	Slurry
Library Place	Magnolia Av	City Hall	5/16/2016	5/16/2019	Slurry
Library Place	City Hall	Tunstead Av	5/17/2016	5/17/2019	Slurry
Loma Robles Dr	sfd	gate/luna	8/1/2015	8/1/2022	Pavement
Magnolia Av	30' N of Cedar	Tamalpais Av	7/15/2015	7/15/2022	Pavement
Magnolia Av	Library Pl	30' N of Center	6/24/2016	6/24/2023	Pavement
Medway Av	Oak Knoll Av	San Anselmo Av	1/1/2016	1/1/2023	Pavement
Nokomis Av	Madrone Av	Sais Av	9/1/2015	9/1/2022	Pavement
Parkside Ct	All	All	10/8/2015	10/8/2022	Pavement
Raymond Avnue	Kemp	Tamalpais	7/1/2015	7/1/2022	Pavement
Red Hill Av	All	All	7/14/2015	7/14/2018	Slurry
Ridge Road	All	All	10/8/2015	10/8/2022	Pavement
San Anselmo Av	Ross Av	Center/Sycamore Av	7/14/2015	7/14/2018	Slurry
San Anselmo Av	Elm Ct	Forest Av	5/17/2016	5/17/2019	Slurry
San Anselmo Av	Scenic	Elm Ct	5/17/2016	5/17/2019	Slurry
San Anselmo Av	San Anselmo Av	Raymond Av	5/17/2016	5/17/2019	Slurry
San Anselmo Av	San Rafael Av	Hazel Av	5/18/2016	5/18/2019	Slurry
San Rafael	All	All	5/17/2016	5/17/2019	Slurry
Saunders	Center Blvd	Yolanda Dr	5/17/2016	5/17/2019	Slurry
Sir Francis Drake EB	Bella Vista E	Center Blvd	10/8/2015	10/8/2022	Pavement
Sir Francis Drake EB	Sunny Hills	Bella Vista E	8/26/2016	8/26/2023	Pavement
Sir Francis Drake WB	Madrone Av	Center Blvd	10/8/2015	10/8/2022	Pavement
Sir Francis Drake WB	Sunny Hills	Madrone Av	8/26/2016	8/26/2023	Pavement
Suffield Av	Valley Rd	Butterfield Rd	6/28/2016	6/28/2019	Slurry
Tamalpais Av	All	All	5/16/2016	5/16/2019	Slurry
Traxler Dr	E/O Valley Rd	W/O Camino de Herrera	6/28/2016	6/28/2019	Slurry
Wood Ct	All	All	10/8/2015	10/8/2022	Pavement



Town of San Anselmo

		2014-2015 Total Activity	2015-2016 Total Activity	2016-2017 Total Budget
Fund: 12 - SALES TAX MEASURE D				
BEGINNING BALANCE		112,451	214,124	85,272
Revenue				
<u>12.00.41003</u>	MEASURE D SALES TAX	804,946	835,678	775,000
	Total Revenue:	804,946	835,678	775,000
Expense				
<u>12.41.61411</u>	TOWN HALL TOWER REPAIR	73,100	0	0
<u>12.41.62906</u>	SUPPLIES-OTHER	124	0	0
<u>12.41.63100</u>	CAPITAL OUTLAY - CONSTRUCTION	0	369,407	24,000
<u>12.41.63101</u>	CAPITAL OUTLAY - PAVING	377,555	558,242	422,000
<u>12.41.63103</u>	DRAINAGE CAPITAL OUTLAY	0	14,745	100,000
<u>12.41.63104</u>	PAINTING	0	0	50,000
<u>12.41.63108</u>	CAPITAL OUTLAY - DESIGN	21,994	8,850	0
<u>12.41.63109</u>	UNPROGRAMMED RESURFACING	162,450	0	140,000
<u>12.41.63117</u>	CONSTRUCTION - BUILDING IMPROV	0	12,720	95,000
<u>12.41.63121</u>	ARTERIAL MEDIAN WORK	0	0	60,000
<u>12.41.63200</u>	SLURRY RESURFACING CONST ENG	68,050	566	35,000
<u>12.41.63301</u>	CRACK SEAL	0	0	20,000
<u>12.41.63401</u>	DIGOUT	0	0	35,000
	Total Expense:	703,272	964,531	981,000
ENDING BALANCE		214,124	85,272	-120,728



Town of San Anselmo

		2014-2015 Total Activity	2015-2016 Total Activity	2016-2017 Total Budget
Fund: 14 - GRANTS FUND				
BEGINNING BALANCE		9,948	-98,296	34,145
Revenue				
<u>14.00.45018</u>	STATE RECYCLING GRANT	0	5,000	5,000
<u>14.00.45043</u>	SAFE ROUTES TO SCHOOL:STREET IMPROVEME	111,291	3,181	497,200
<u>14.00.45045</u>	CALIFORNIA FISH AND GAME GRANT	66,174	0	0
<u>14.00.45062</u>	CAL TRANS NOKOMIS AVE BRIDGE	21,299	183,132	490,986
<u>14.00.45063</u>	CAL TRANS MADRONE AVE BRIDGE	18,856	173,240	472,169
<u>14.00.45064</u>	CALTRANS CENTER AVE BRIDGE	3,518	111,055	976,346
<u>14.00.45065</u>	CALTRANS REDHILL/SUNNYHILLS TRAIL	0	14,761	65,209
<u>14.00.45066</u>	LOW IMPACT DEV GRANT MAGNOLIA PKG	0	6,756	539,244
<u>14.00.45067</u>	BRIDGE PREVENTIVE MAINTENANCE GRANT	0	0	464,700
<u>14.00.47001</u>	TAM SAFE PATHS ALLOCATION	0	0	350,000
<u>14.00.47003</u>	TAM Safe PATHS ALLOCATION	0	23,500	0
<u>14.00.47004</u>	COUNTY OF MARIN MEMORIAL PARK	73,385	0	0
<u>14.00.47005</u>	TAM LOCAL STREET ALLOCATION STREET REHAI	0	135,215	0
<u>14.00.47006</u>	COUNTY OF MARIN ZERO WASTE GRANT	44,859	17,033	21,079
<u>14.00.47012</u>	TAM LOCAL STREETS ALLOCATION 2014-2015	152,260	0	0
<u>14.00.47013</u>	INTEGRATED REG WATER MGMT COUNTY GRAI	0	0	1,480,000
<u>14.00.47014</u>	COUNTY OF MARIN HAZARD MITIGATION GRAN	60,200	0	0
<u>14.00.47015</u>	TAM LOCAL STREETS 2016-2017 MEASURE A	0	0	143,571
<u>14.00.47016</u>	TAM LOCAL STREETS 2016-17 MEASURE B	0	0	111,297
<u>14.00.47017</u>	COUNTY OF MARIN NOKOMIS BRIDGE REPLACE	0	9,748	0
<u>14.00.47018</u>	COUNTY OF MARIN MADRONE BRIDGE REPLACI	0	31,991	0
<u>14.00.47019</u>	COUNTY OF MARIN CENTER BL BRIDGE REPLACI	0	23,934	0
	Total Revenue:	551,843	738,546	5,616,801
Expense				
<u>14.21.61195</u>	ZERO WASTE GRANT OUTSIDE SERVICES	29,201	1,500	21,079
<u>14.21.62992</u>	ZERO WASTE GRANT SUPPLIES	14,725	1,399	0
<u>14.41.61101</u>	OUTSIDE SERVICES-PROF FEES	0	23,500	1,476,020
<u>14.41.61150</u>	OUTSIDE SERVICES-OTHER	113,747	19,862	0
<u>14.41.62913</u>	RECYCLING CANS	0	0	15,000
<u>14.41.63100</u>	CAPITAL OUTLAY - CONSTRUCTION	6,097	0	1,385,433
<u>14.41.63102</u>	CAPITAL OUTLAY - ENGINEERING	83,635	0	464,700
<u>14.41.63106</u>	CAPITAL OUTLAY - TOWN BRIDGES	0	370,140	1,762,359
<u>14.41.63107</u>	CAPITAL OUTLAY - PAVING	152,260	133,400	254,868
<u>14.41.63108</u>	CAPITAL OUTLAY - DESIGN	8,421	828	0
<u>14.41.63114</u>	PROJECT MANAGEMENT	33,254	55,477	0
<u>14.41.63119</u>	BRIDGE DESIGN	218,748	0	0
	Total Expense:	660,087	606,105	5,379,459
ENDING BALANCE		-98,296	34,145	271,487

Town of San Anselmo



Account Number		2014-2015 Total Activity	2015-2016 Total Activity	2016-2017 Total Budget
Fund: 19 - ROAD MAINTENANCE FUND				
BEGINNING BALANCE		88,746	428,088	
Revenue				
<u>19.00.44001</u>	INTEREST	220	360	300
<u>19.00.48004</u>	ROAD IMPACT FEE: CONSTRUCT	254,243	204,441	200,000
<u>19.00.48005</u>	ROAD IMPACT FEE: GARB TRUCKS	43,599	43,600	43,600
<u>19.00.48008</u>	UTILITY REIMBURSEMENT	-3,752	0	0
<u>19.00.49001</u>	DONATIONS	85,000	50	0
<u>19.00.49012</u>	OTHER MISC REVENUE	8,025	9,982	0
<u>19.00.49019</u>	SF Theological Seminary for Bolinas Ave	104,000	0	0
<u>19.00.51999</u>	TRANSFERS IN	400,000	530,000	400,000
	Total Revenue:	891,335	788,434	643,900
Expense				
<u>19.41.60000</u>	REGULAR SALARIES	92,711	146,097	167,154
<u>19.41.60010</u>	TEMPORARY HELP	63,660	1,061	0
<u>19.41.60100</u>	RETIREMENT	5,925	9,051	12,354
<u>19.41.60200</u>	BENEFITS	5,468	9,706	22,104
<u>19.41.60203</u>	CASH BACK	4,106	4,654	4,380
<u>19.41.60215</u>	CAR ALLOWANCE	462	0	1,800
<u>19.41.60220</u>	PAYROLL TAXES	11,467	11,594	12,788
<u>19.41.61150</u>	OUTSIDE SERVICES-OTHER	748	0	0
<u>19.41.63100</u>	CAPITAL OUTLAY - CONSTRUCTION	0	5,988	0
<u>19.41.63101</u>	CAPITAL OUTLAY - PAVING	0	0	0
<u>19.41.63102</u>	CAPITAL OUTLAY - ENGINEERING	-4	10,828	0
<u>19.41.63103</u>	CAPITAL OUTLAY - DRAINAGE	0	2,295	0
<u>19.41.63104</u>	CAPITAL OUTLAY - PAINTING	0	3,510	0
<u>19.41.63107</u>	CAPITAL OUTLAY - PAVING	0	263,124	370,000
<u>19.41.63108</u>	CAPITAL OUTLAY - DESIGN	13,322	32,347	100,000
<u>19.41.63109</u>	UNPROGRAMMED RESURFACING	136,146	153,918	0
<u>19.41.63113</u>	UNPROGRAMMED DRAINAGE	78,814	136,890	100,000
<u>19.41.63114</u>	PROJECT MANAGEMENT	27,200	0	0
<u>19.41.63200</u>	SLURRY RESURFACING	68,008	177	0
<u>19.42.60010</u>	TEMPORARY HELP	10,000	0	0
<u>19.42.61101</u>	OUTSIDE SERVICES-PROF FEES	25,359	10,761	0
<u>19.42.61130</u>	OUTSIDE SVCS-SIGNALS	8,600	0	0
	Total Expense	551,993	802,002	790,580
ENDING BALANCE		428,088	414,520	-146,680



Town of San Anselmo

		2014-2015 Total Activity	2015-2016 Total Activity	2016-2017 Total Budget
Fund: 10 - CAPITAL RECONSTRUCTION				
BEGINNING BALANCE		312,312	95,456	106,754
Revenue				
<u>10.00.49012</u>	OTHER MISC REVENUE	9	0	0
<u>10.00.49017</u>	SNACK SHACK REVENUE	8,955	11,345	7,000
<u>10.00.51999</u>	TRANSFERS IN	25,000	25,000	25,000
	Total Revenue:	33,964	36,345	32,000
Expense				
<u>10.32.61502</u>	REPAIRS	0	684	0
<u>10.32.61504</u>	BLDG. MAINT-ELEVATOR	2,885	0	0
<u>10.32.61505</u>	BLDG. MAINT-HEAT/AIR	670	356	0
<u>10.32.61506</u>	BLDG. MAINT-OTHER	-17,559	3,923	0
<u>10.32.63100</u>	CAPITAL OUTLAY - fire dept	0	0	10,000
<u>10.41.61411</u>	TOWN HALL TOWER REPAIR	124,671	0	0
<u>10.41.62906</u>	SUPPLIES-OTHER	5,956	3,442	0
<u>10.41.62913</u>	RECYCLING CANS	4,006	0	0
<u>10.41.62998</u>	NON CAPITALIZED EQUIPMENT/SUPPLI	0	4,860	0
<u>10.41.63100</u>	CAPITAL OUTLAY - CONSTRUCTION	17,251	0	0
<u>10.41.63117</u>	CONSTRUCTION - BUILDING IMPROVEN	109,240	0	0
<u>10.42.62998</u>	NON CAPITALIZED EQUIPMENT/SUPPLI	0	8,754	0
<u>10.42.63100</u>	CAPITAL OUTLAY - CONSTRUCTION	0	0	48,068
<u>10.81.62906</u>	SUPPLIES-OTHER	0	3,027	0
<u>10.81.63117</u>	CONSTRUCTION - BUILDING IMPROVEN	3,700	0	0
	Total Expense:	250,820	25,047	58,068
ENDING BALANCE		95,456	106,754	80,686