

TOWN OF SAN ANSELMO
STAFF REPORT
 April 22, 2019

For the meeting of [May 2, 2019](#)

TO: Capital Programs Monitoring Committee
 FROM: Sean Condry, P.E., Public Works Director
 SUBJECT: Financial Report for Fiscal Year 2017/18 Measure D

RECOMMENDATION:

That the Capital Programs Monitoring Committee review the financial report for fiscal year 2017-18 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:

Since the passing of the ½ cents sales tax under Measure D in 2013, the Town has been able to increase funding for 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. This is the 4th year with funding from Measure D that has been incorporated into various projects especially paving. While the 7 Year CIP has had to be flexible to work with changing street conditions, coordination with utilities etc. the Towns Pavement Condition Index (PCI) has increased from the 50s to 69 currently.

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	\$705,000
Road Impact Fees	\$170,000	\$255,039
Measure A (Marin’s ½ cent sales tax)	\$150,000	\$153,477
Measure D Infrastructure	\$700,000	\$887,475
Measure B *	(\$100,00)	\$0
*Measure B funds come every 3 years and is shown on attachment 6 only.		
Total	\$1,420,000/yr.	\$2,000,991

In Fiscal Year 2017/18 many of the 7 Year CIP projects scheduled were completed, new projects were started, and other projects were deferred. Large projects that were completed in 2017/18 consist of the following (see Attachment 1 for a map and complete list of streets):

1. Crack seals, plugging and/or slurry seals on streets throughout San Anselmo-The list includes but is not limited to San Anselmo Avenue, Scenic, Sir Francis Drake, Butterfield, Oak Springs etc.
2. Paving-Humboldt, Sais, Terrace, Avenue Del Norte, Myrtle and Crooked.

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 Resources	Expense	Ending Balance
Measure D	\$1,243,239	(\$1,175,739)	\$67,500
Grant Fund	\$750,193	(\$731,744)	\$18,449
Road Maintenance	\$1,335,720	(\$967,230)	\$368,490
Capital Reconstruction	\$185,701	(\$117,795)	\$67,906
Total	\$3,514,853	(\$2,992,508)	\$522,345

In the Fiscal Year 17/18 a total of \$1,175,739 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 17/18 Fiscal Year was \$2,992,508.

CONCLUSION

With the 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. Staffs goal has been to get to a PCI of 70 which is considered an excellent PCI. The Town’s overall PCI has increased from the 50s to 69 and the arterial PCI has increased to 73 which is very good, and the Town is beating the forecast of the computer model.

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>