

TOWN OF SAN ANSELMO
STAFF REPORT
January 14, 2016

For the meeting of [January 21, 2016](#)

TO: Capital Program Monitoring Committee
FROM: Sean Condry, P.E., Public Works Director
SUBJECT: Financial Report for Fiscal Year 2014-15

RECOMMENDATION:

That the Capital Program Monitoring Committee (CPMC) review the financial report for fiscal year 2014-15 for the Measure D Sales Tax Fund, as well as capital expenditures from the Road Maintenance Fund, Capital Projects Fund, and Grant Fund and recommend approval to the Town Council.

BACKGROUND and DISCUSSION:

In 2011 the 5 Year Capital Improvement Plan was approved by Town Council based on recommendation from the CPMC (Attachment 1). The 3rd year of the 5 Year CIP was the 1st year that the Measure D sales tax was put into effect for Fiscal Year 14/15. Based on the new funding from Measure D in 2015, the remaining 2 years of the 5 year CIP were rolled into the new 7 Year CIP (Attachment 2) which was approved by Town Council in 2015.

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

| | |
|--|------------|
| Road Maintenance (General Fund) | \$400,000 |
| Road Impact Fees | \$170,000 |
| Measure A (Marin's ½ cent sales tax) | \$150,000 |
| Measure D Infrastructure | \$700,000 |
| Measure B * | (\$100,00) |
| *Measure B funds come every 3 years and is shown on attachment 6 only. | |

Total \$1,420,000/yr

In Fiscal Year 2014/15 many of the 5 Year CIP projects scheduled were completed, new projects were started, and other projects were deferred to 2015/16. Large projects that were completed in 2014/15 consist of the following:

1. Town Hall Tower Repair and Restoration
2. Crack seals, plugging and slurry seals on streets throughout San Anselmo-The list includes but is not limited to Ross, Woodland, Butterfield, Center Boulevard, Red Hill Avenue, Tunstead Avenue, Miwok Drive, and Nokomis Avenue

3. Paving-Oak Knoll Avenue, Berkeley Avenue, Toyon Drive, and Sunview Avenue.

Measure D Funds, Road Maintenance Funds, Grant Funds, and Capital Reconstruction Funds were used to complete all of the above projects (Attachment 3). Total Revenue and expenditure were as listed below for each category and further outlined in Attachment 3:

| Fund | Total Revenue | Expense | Ending Balance |
|------------------------|-----------------------|-------------------------|-----------------------|
| Measure D | \$917,397 | -\$703,272 | \$214,125.00 |
| Grant Fund | \$561,791 | -\$660,087 | (\$98,296.00) |
| Road Maintenance | \$980,080 | -\$551,993 | \$428,087.00 |
| Capital Reconstruction | \$346,276 | -\$250,820 | \$95,456.00 |
| Total | \$2,707,851.00 | (\$2,166,172.00) | \$435,798.00 |

In the Fiscal Year 14/15 a total of \$703,272 from Measure D was spent mainly on road improvements. Unprogrammed Resurfacing Funds under measure D were used to help complete crack seals, slurry seals, and plugging of roads in preparation for actual paving or as asset protection. Many of the projects under Measure D also required funds from other sources. The Grant fund shows a negative ending balance; however, this is only based on timing of billing versus receipt of funds from the various grant sources. Total expense on infrastructure improvements in San Anselmo for the 14/15 Fiscal Year was \$2,166,172.

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 3 years the Pavement Condition Index for the Town has increased from 59 to 64 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 5 Year CIP
Attachment 2 7 Year CIP
Attachment 3 CIP Revenues and Expenditures