



October 25, 2007

TO: Transportation Authority of Marin Commissioners

FROM: Dianne Steinhauser, Executive Director

THROUGH: Li Zhang, Manager of Finance and Administration

RE: FY 2007-08 First Quarter Financial Report, Agenda Item 11

Executive Summary

The TAM FY2007-08 First Quarter Financial Report covers TAM revenue and expenditure activities for the period of July 1, 2007 to September 30, 2007. To use the format that is consistent from last years' reporting, the following five attachments are included in the report for your review:

Attachment 1. FY 2007-08 First Quarter Budget to Actual Comparison

Attachment 2. Summary of FY2007-08 Budget Amendments

Attachment 3. FY 2007-08 First Quarter Revenue and Expenditure Report – Measure A Detail

Attachment 4. FY 2006-07 and FY 2007-08 Measure A Monthly Disbursement Comparison

Attachment 5. Marin County July 2007 Investment Summary Report

Overall, Measure A revenues are coming in higher than budgeted, and expenditures for most budget line items are happening at a slower pace than projected. Staff is available to provide detailed information if you have specific questions.

The TAM Citizen's Oversight Committee reviewed the information at their regularly scheduled meeting of October 15th, and raised no critical financial concerns. Some adjustment in format may be made in the future to aid the COC's understanding of the information.

Recommendation: Information Item Only

Background

This report, along with all accompanying attachments, provides a summary of the financial activities for the first quarter of FY 2007-08. Revenues and expenditures are presented on cash basis for the period covered. Any material revenues or expenditures occurred but haven't been received/paid will be highlighted in the staff report for your information.

Revenue Highlights

TAM closed FY 2006-07 with a total of \$22.3 million of Measure A revenues on a cash basis (including cash disbursements from July 2006 to June 2007), which is \$2.8 million more than the \$19.5 million budgeted in the FY2006-07 TAM Budget. Cash disbursements coming in for the first quarter of FY 2007-08 imply the same level of revenue collection compared to last year, which will be about \$1.5 million

more than the \$20.8 million budgeted for the year. However, due to the financial market woes and the worries of another economic recession, it is unclear whether the revenue level will be sustained through the year. Staff will monitor the revenue trend and provide timely updates to the Committee. Staff recommendation at this time is to make allocations based on the adopted Strategic Plan revenues.

Even though no interest revenue has been distributed to TAM from the County Investment Pool for the first quarter, the first quarter interest is estimated to be about \$280,000. For most of the reimbursement-based revenues, TAM hasn't invoiced and received the actual cash payments, but staff expects \$131,250 from MTC to reimburse staff/project costs related to planning, programming and the Transportation/ Land Use Program for the first quarter. TAM also spent about \$175,000 for various Regional Measure 2 projects and expects the same amount of reimbursement from MTC.

Expenditure Highlights

While expenditures are trending under the budgeted amounts for the first quarter, growth in several expenditure areas will occur in the next quarter. Marin Transit will likely invoice TAM in the next few weeks for ¼ of the FY 2007-08 allocation (\$2.4 million) to cover its first quarter expenditures. TAM activity on the Marin-Sonoma Narrows and I-580/Highway 101 is scheduled to increase and expenditures for those projects will pick up soon. Invoices for the Measure A Major Roads projects and for the distribution to Marin cities/towns/county for the Measure A Local Roads will start to come in soon. We will also likely be experiencing our first TAM new office expenditures at the end of the second quarter. Staff believes that expenditures will remain within the budgeted amount.

Recommendation

Information Item Only

Attachments

- Attachment 1. FY 2007-08 First Quarter Budget to Actual Comparison
- Attachment 2. Summary of FY2007-08 Budget Amendments
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Attachment I: FY 2007-08 First Quarter Budget to Actual Comparison

	FY 2008 Total Budget	YTD Actual	YTD Budget	YTD Actual over/(under) YTD Budget	YTD Actual as % of YTD Budget
REVENUE					
Measure A Revenue	20,800,000	5,694,451	5,200,000	494,451	109.5%
Cities and Counties	430,000	430,000	107,500	322,500	400.0%
Interest Earned	250,000		62,500	(62,500)	0.0%
STP/CMAQ(MTC)	375,000	-	93,750	(93,750)	0.0%
T-Plus (MTC) - Note 3	150,000	-	37,500	(37,500)	0.0%
STIP/PPM (Caltrans)	141,000	-	35,250	(35,250)	0.0%
RM2	7,100,000	3,816	1,775,000	(1,771,184)	0.2%
Community Based Transportation	55,000	-	13,750	(13,750)	0.0%
TDA Article 3	63,000	1,513	15,750	(14,237)	9.6%
TFCA/BAAQMD	363,038	-	90,760	(90,760)	0.0%
Non-Motorized Transportation Pilot Program	100,000	-	25,000	(25,000)	0.0%
MSN Federal Earmark	500,000	-	125,000	(125,000)	0.0%
CMIA Bond Revenue	2,500,000	-	625,000	(625,000)	0.0%
TCRP	3,100,000	-	775,000	(775,000)	0.0%
Total Revenue Available	<u>35,927,038</u>	<u>6,129,780</u>	<u>8,981,760</u>	<u>(2,851,979)</u>	<u>68.2%</u>
EXPENDITURES					
Administration					
Salaries & Benefits	1,778,000	401,951	444,500	(42,549)	90.4%
Office Lease	186,500	983	46,625	(45,642)	2.1%
Office Furniture	79,500	480	19,875	(19,395)	2.4%
Equipment	80,000	-	20,000	(20,000)	0.0%
Telephone	14,300	631	3,575	(2,944)	17.7%
Office Supplies	20,000	3,610	5,000	(1,390)	72.2%
Insurance	8,000	-	2,000	(2,000)	0.0%
Audit	15,000	-	3,750	(3,750)	0.0%
Legal	20,000	-	5,000	(5,000)	0.0%
Accounting/Payroll	10,000	-	2,500	(2,500)	0.0%
Document Reproduction	10,000	2,690	2,500	190	107.6%
Memberships	10,000	190	2,500	(2,310)	7.6%
Travel/Meetings/Conferences	20,000	1,656	5,000	(3,344)	33.1%
Professional Development	5,000	190	1,250	(1,060)	15.2%
Misc Expenses	5,000	53	1,250	(1,197)	4.2%
Subtotal	<u>1,707,262</u>	<u>412,435</u>	<u>426,815</u>	<u>(14,381)</u>	<u>96.6%</u>

Attachment I: FY 2007-08 First Quarter Budget to Actual Comparison

	FY 2008 Total Budget	YTD Actual	YTD Budget	YTD Actual over/(under) YTD Budget	YTD Actual as % of YTD Budget
Professional Services					
Congestion Management Plan	65,000	13,530	16,250	(2,720)	83.3%
T-PLUS	75,000	2,286	18,750	(16,464)	12.2%
Program Management Oversight	400,000	74,193	100,000	(25,807)	74.2%
Community Based Transportation	49,000	10,331	12,250	(1,919)	84.3%
Bike Planning	63,000	6,780	15,750	(8,970)	43.0%
MSN Hot Lane Follow Up Study	200,000	-	50,000	(50,000)	0.0%
MSN Preliminary Engineer and Design	3,100,000	610	775,000	(774,390)	0.1%
I01 Gap Closure CMO	290,000	48,139	72,500	(24,361)	66.4%
Federal Legislative Assistance	25,000	-	6,250	(6,250)	0.0%
State Legislative Assistance	35,000	8,333	8,750	(417)	95.2%
Financial Advisor	35,000	-	8,750	(8,750)	0.0%
HR/IT/Board Support	55,000	3,229	13,750	(10,521)	23.5%
Consulting Pool	50,000	1,313	12,500	(11,187)	10.5%
Hwy 101/Greenbrae	3,500,000	121,590	875,000	(753,410)	13.9%
580/101 Connector	2,350,000	-	587,500	(587,500)	0.0%
Street Smarts - NTPP	100,000	-	25,000	(25,000)	0.0%
Subtotal	<u>2,628,036</u>	<u>290,336</u>	<u>657,009</u>	<u>(366,673)</u>	<u>44.2%</u>
Measure A Programs					
Reserve	1,040,000	284,723	260,000	24,723	109.5%
Strategy 1 - Transit	9,733,514	-	2,433,379	(2,433,379)	0.0%
Strategy 2 - Gap Closure	1,984,115	37,961	496,029	(458,067)	7.7%
Strategy 3 - Streets and Roads	6,805,406	-	1,701,352	(1,701,352)	0.0%
Strategy 4 - Safe Routes	3,119,250	10,627	779,813	(769,186)	1.4%
Subtotal	<u>18,338,461</u>	<u>333,311</u>	<u>4,584,615</u>	<u>(4,251,305)</u>	<u>7.3%</u>
Interagency Agreements					
TFCA	600,000	-	150,000	(150,000)	0.0%
County RM2	3,800,000	-	950,000	(950,000)	0.0%
Subtotal	<u>2,461,252</u>	<u>-</u>	<u>615,313</u>	<u>(615,313)</u>	<u>0.0%</u>
Total Expenditures	<u>25,135,011</u>	<u>1,036,081</u>	<u>6,283,753</u>	<u>(5,247,672)</u>	<u>16.5%</u>

Attachment 2: Summary of FY 2007-08 Budget Amendments

No budget amendment actions taken place in the first quarter of FY2008.

Attachment 3: FY 2007-08 First Quarter Revenue and Expenditure Report – Measure A Detail

Budget Line	5% Reserve	1% Admin Note 1	4% Program	S - 1.1 Local Bus	S - 1.2 Rural Bus	S - 1.3 Para.	S - 1.4 Cap. Imp.	S - 2 Gap Closure	S - 3.1 Major Roads	S - 3.2 Local Roads	S - 4.1 SR2S	S - 4.2 C. Guards	S - 4.3 Pathways	Total
REVENUE														
Revenue	284,723	56,945	227,778	1,801,252	147,962	439,719	293,840	587,500	649,506	649,506	167,411	211,174	177,136	5,694,451
EXPENSES														
Audit														-
Consulting Pool			9,647											9,647
Furniture			480											480
HR/IT/Board Support			3,229											3,229
Insurance														-
Membership			190											190
Office Lease			983											983
Office Supplies			3,610											3,610
Phone			631											631
Program Management Oversight			7,616					48,139						55,755
Salaries & Benefits		73,106	60,170											133,275
Travel/Meetings/Conferences		13	1,272											1,285
Strategy 1.1				1,391										1,391
Strategy 1.2					1,391									1,391
Strategy 1.3						1,391								1,391
Strategy 1.4							1,391							1,391
Strategy 2								63,821						63,821
Strategy 3.1									8,037					8,037
Strategy 3.2										8,037				8,037
Strategy 4.1											6,507			6,507
Strategy 4.2												17,134		17,134
Strategy 4.3													6,507	6,507
Total Expenses		73,118	87,828	1,391	1,391	1,391	1,391	111,960	8,037	8,037	6,507	17,134	6,507	324,692
BALANCE	284,723	(16,174)	139,950	1,799,861	146,571	438,328	292,450	475,540	641,468	641,468	160,904	194,041	170,629	5,369,759

Note 1: Salaries & Benefits number for 1% Admin includes October advance payment for staff costs. Once October revenue is received, with the carryover from FY2006-07, which is not shown in this table, no deficit is expected.

Note 2: Direct Project Management is included in the cost of Strategies and Sub-strategies.

Attachment 4: FY 2007 and FY 2008 Measure A Monthly Measure A Generation Comparison

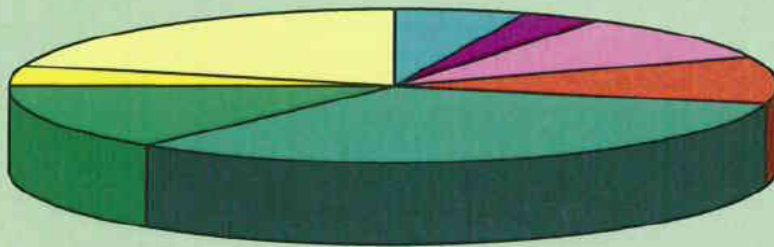
		FY 2007	FY 2008	\$ Difference	% Difference
Actual	July	1,179,300	1,510,300	331,000	28.07%
	August	1,572,400	2,013,700	441,300	28.07%
	September	2,827,595	2,170,451	(657,144)	-23.24%
	First 3-month Actual	<u>5,579,295</u>	<u>5,694,451</u>	<u>115,156</u>	<u>2.06%</u>
FY 2007 Actual and FY 2008 Estimates	October	1,192,900	1,558,700	365,800	30.66%
	November	2,623,900	2,078,300	(545,600)	-20.79%
	December	2,126,183			0.00%
	January	1,541,500			0.00%
	February	2,048,900			0.00%
	March	1,802,755			0.00%
	April	1,277,600			0.00%
	May	1,703,400			0.00%
	June	2,400,052			0.00%
	Actual Disbursement	<u>22,296,485</u>			<u>0.00%</u>
	FY 2008 Budgeted Revenue		<u>20,800,000</u>		

Note 1: Estimated based on Board of Equalization's disbursement formula, should be very close to the actual cash disbursements for October and November.

Attachment 5: Marin County Treasurer Portfolio Yield Report

Michael J. Smith, Marin County Treasurer
Portfolio Yield Report - Operating Funds
County of Marin, Schools & Special Districts
July 31, 2007

INVESTMENT HOLDINGS	BOOK VALUE	Portfolio Yields as 07/31/07
Local Agency Investment Funds	\$39,705,483.36	5.255%
Money Market Funds	\$23,106,833.18	5.180%
Negotiable CDs	\$68,800,000.00	5.358%
Bankers Acceptances	\$0.00	0.000%
Commercial Paper - Discount	\$70,828,201.17	5.343%
Federal Agency - Coupon	\$225,086,395.84	5.358%
Federal Agency - Discount	\$98,458,033.93	5.265%
Treasury Securities - Coupon	\$29,445,312.51	4.653%
Treasury Securities - Discount	\$142,633,315.01	5.016%
TOTAL	\$698,063,575.00	5.232%



- Local Agency Investment Funds
- Money Market Funds
- Negotiable CDs
- Bankers Acceptances
- Commercial Paper - Discount
- Federal Agency - Coupon
- Federal Agency - Discount
- Treasury Securities - Coupon
- Treasury Securities - Discount

* Detail monthly reports can be provided upon request.