

AGENDA

CITIZENS' OVERSIGHT COMMITTEE

May 18, 2020

5:00 p.m.

Virtual Meeting



900 Fifth Avenue
Suite 100
San Rafael
California 94901

Phone: 415/226-0815
Fax: 415/226-0816

www.tam.ca.gov

Belvedere
James Campbell

Corte Madera
Charles Lee

Fairfax
John Reed

Larkspur
Dan Hillmer

Mill Valley
Urban Carmel

Novato
Eric Lucan

Ross
P. Beach Kuhl

San Anselmo
Brian Colbert

San Rafael
Gary Phillips

Sausalito
Susan Cleveland-Knowles

Tiburon
Alice Fredericks

County of Marin
Damon Connolly
Katie Rice
Kathrin Sears
Dennis Rodoni
Judy Arnold

Zoom link:

<https://us02web.zoom.us/j/83852794894?pwd=K1cwVVo3UmJwL0pkVDZFSXRJc1tvQT09>

Webinar ID: 838 5279 4894

Password: 332695

In compliance with local and state shelter-in-place orders, and as allowed by Governor Newsom's Executive Order N-29-20, until further notice the TAM Citizens' Oversight Committee meetings will not be providing an in-person meeting location for the public to attend. The Committee will meet via Zoom and members of the public are encouraged to participate remotely as described below.

How to watch the meeting:

Zoom link:

<https://us02web.zoom.us/j/83852794894?pwd=K1cwVVo3UmJwL0pkVDZFSXRJc1tvQT09>

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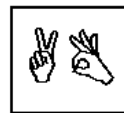
Password: 332695

The public will not be able to provide public comment during the meeting when viewing the meeting - this is a "listen only" participation method.

How to provide comment on agenda items:

- Before the meeting: email your comments to dmerleno@tam.ca.gov. Please email your comments no later than 1:00 PM Monday, May 18, 2020 to facilitate timely distribution to Committee members. Please include the agenda item number you are addressing and your name and address. Your comments will be forwarded to the TAM COC members and will be placed into the public record.

- During the meeting (only): Your meeting-related comments may be sent to info@tam.ca.gov. During the meeting your comments will be read (300 word limit per comment) when the specific agenda item is considered by the Committee. Your comment will also become part of the public record. (In order to ensure staff receives your comment during the meeting, it is recommended that you send your comment using info@tam.ca.gov early in the meeting.)



Late agenda material can be inspected in TAM's office between the hours of 8:00 a.m. and 5:00 p.m.
TAM is located at 900 Fifth Avenue, Suite 100, San Rafael.

The meeting facilities are accessible to persons with disabilities. Requests for special accommodations (assisted listening device, sign language interpreters, etc.) should be directed to Denise Merleno at 415-226-0820 or email: dmerleno@tam.ca.gov, **no later than 5 days** before the meeting date.



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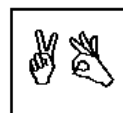
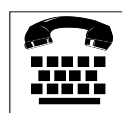
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1. Introductions and Welcome (2 minutes)
2. Open time for public expression, up to three minutes per speaker, on items not on the agenda (public is welcome to address the COC, but according to the Brown Act, the COC may not deliberate or take action on items not on the agenda)
3. [Review and Approval of March 16, 2020 Meeting Minutes](#) (Action) (5 minutes)
4. TAM Staff Report (Information) (20 minutes)
5. [Plan Bay Area 2050: Update on Marin County Projects](#) (Discussion) (20 minutes)
6. [Review and Provide Input on the Proposed TAM FY2020-21 Annual Budget](#) (Discussion) (30 minutes)
7. Committee Member Hot Items Report (Discussion) (10 minutes)
8. Discussion of Next Meeting Date and Recommended Items for the Agenda (5 minutes)



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MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
CITIZENS' OVERSIGHT COMMITTEE

March 16, 2020

5:00 p.m.

TAM Conference Room
900 Fifth Avenue, Suite 100
San Rafael, CA 94901

MEETING MINUTES

Members Present: Peter Pelham, Major Marin Employers (Chairperson)
Bob Burton, Southern Marin Planning Area (Vice-Chairperson)
Charley Vogt, Northern Marin Planning Area
Paul Roye, Ross Valley Planning Area
Kate Powers, Environmental Organizations
Kevin Hagerty, League of Women Voters
Allan Bortel, Marin County Paratransit Coordinating Council
Zack Macdonald, School Districts
Paul Premo, Taxpayer Group

Alternates Present: Veda Florez, Northern Marin Planning Area
Nancy Okada, Environmental Organizations
Kingston Cole, Taxpayer Groups

Staff Members Present: Anne Richman, Executive Director
Li Zhang, Deputy Executive Director/Chief Financial Officer
Scott McDonald, Senior Transportation Manager
Grace Zhuang, Accounting and Administration Specialist
Nancy Whelan, Marin Transit General Manager
Aida Banihashemi, Marin Transit Planning Manager

Chairperson Peter Pelham called the Citizens' Oversight Committee meeting to order at 5:05 p.m.

1. Introductions and Welcome

Chairperson Peter Pelham called the Citizens' Oversight Committee meeting to order at 5:05 p.m. Due to the COVID-19 Pandemic and the start of the Shelter in Place order, TAM conducted the meeting online through Zoom. Chairperson Pelham and Deputy Executive Director/Chief Financial Officer Li Zhang conducted the roll call for online attendance. The Committee also welcomed new Alternate Kingston Cole for the Taxpayer Groups.

Chairperson Pelham administered the Oath of Office to Mr. Kingston Cole as an Alternate for Taxpayer Groups. Alternate Cole provided a short biography of himself, noting that he retired as a consultant and has extensive work experiences with many of the transportation agencies in the country.

2. Open Time for Public Expression

No comments were made.

3. Review and Approval of January 27, 2020 Meeting Minutes (Action)

Member Charley Vogt made the following change to the minutes:

Page 2, Item 6: “*Charly* Vogt” amended to “*Charley* Vogt”.

Member Kevin Hagerty made the following change to the minutes:

Page 2, Item 6: “In *repose* to those concerns...” amended to “In *response* to those concerns....”.

Member Paul Premo asked staff to clarify Marin Transit’s performance criteria that is specified in the Expenditure Plan. In response, Marin Transit General Manager (GM) Nancy Whelan explained that the Short-Range Transit Plan (SRTP), which she would be discussing under Item 5, includes a chapter on goals, performance measures, and target measures. She noted that these measures are incorporated into the Expenditure Plan. Ms. Zhang stated that staff would provide more information on the performance criteria to the members.

Member Hagerty moved to approve the January 27, 2020 Meeting Minutes with the changes. Member Zack Macdonald seconded the motion, with Alternates Veda Florez, Nancy Okada, and Kingston Cole abstaining, and the Minutes were approved unanimously.

4. TAM Staff Report (Information)

Executive Director (ED) Anne Richman presented the staff report, beginning by expressing her pleasure that an application filed jointly with Marin Clean Energy (MCE) and other counties in the MCE service area, is advancing to the second phase in the funding process with the California Energy Commission (CEC). ED Richman stated that, if the application is successful, electric vehicle (EV) charging and technical assistance funding programs would be consolidated into a single program that would receive matching State funds. She reported that the final award should be announced in June 2020.

In response to Member Hagerty, ED Richman stated that TAM would contribute funds of \$80,000 over a 3-year period if the application was successful, and that TAM would be able to apply for matching State funds.

ED Richman reported on the State Route (SR) 37 Policy Committee meeting on March 5, 2020. ED Richman stated that the Committee consists of elected officials from four North Bay counties and the Metropolitan Transportation Commission (MTC), who usually meet quarterly. ED Richman stated that an action was taken at the March 5, 2020 meeting to request \$3.3 billion from the FASTER (Freedom, Affordability, Speed, Transparency, Equity, Reliability) Measure if it moves forward, of which \$600 million would be used for projects in the first 10 years of the Measure. She also reported on a second action to endorse, in concept, a bill proposed by Senator Bill Dodd of Napa which would authorize tolling on SR-37.

Finally, ED Richman reported that, due to the shelter-in-place order that became effective today, TAM staff will be working remotely, and the office closed.

Chairperson Pelham and ED Richman discussed the likelihood of the tolling legislation succeeding. ED Richman stated that the legislation is intended to raise funds for roadway improvements, including widening the two-lane section of SR-37. She stated that it was too soon to comment on whether the bill might succeed.

In response to Member Kate Powers, ED Richman stated that the direction for tolling has not been determined and that the toll corridor is currently defined from Highway 121 to Mare Island. ED Richman stated that discussions are ongoing because Marin, Sonoma and Solano Counties have expressed interest in expanding the toll corridor to allow improvements to the approach roads. She also stated that expenditure of the \$600 million

of funds from the FASTER Measure includes the interim project for Segment B (expanding the roadway to two lines in each direction), and environmental and design work for the ultimate project that would include Segment A in Marin.

Member Powers and ED Richman discussed studies relating to flooding in Segment A. ED Richman confirmed that a study by the County, funded by Caltrans (California Department of Transportation) and TAM, is available on the County's website, and that Caltrans is also funding an MTC study on the corridor.

5. Marin Transit's 2020-2029 Short Range Transit Plan (Information)

Marin Transit GM Nancy Whelan presented the agency's most recent SRTP, which she noted is required by the Measure A/AA Expenditure Plans. GM Whelan stated that the SRTP is Marin Transit's guiding policy for a 10-year period from 2020–2029, and highlights both local and regional funding needs. She stated that the Plan is updated every two years and is approved by both the Marin Transit and TAM Boards.

GM Whelan discussed the 3.4 million passenger trips each year served by fixed route service and Marin Access services, noting that the number of trips is similar to the number of bus trips provided by Golden Gate Transit (GGT), which serves a regional area. She acknowledged that the services Marin Transit provides are made possible by the Measure A/AA ½-Cent Transportation Sales Tax.

GM Whelan discussed the process to develop the SRTP, which began in July 2019 with a discussion on Marin Transit's fare policy, followed by a presentation of the draft SRTP to the Marin Transit Board at its November 2019 meetings. After a 3-month public comment period, the SRTP was adopted by the Marin Transit Board at its February 3, 2020 meeting and by the TAM Board at its February 27, 2020 meeting.

GM Whelan discussed the SRTP, noting that Marin Transit is in a good financial position due to the passage of Measure AA and the continuation of SB1. She confirmed the agency intends to maintain current service levels, including the additional funding provided to the 5 public school Yellow Bus Programs.

GM Whelan discussed the purchase of a site for bus parking in January 2020, expansion of services for first/last mile trips, trip planning, etc. She also discussed the 10-year Capital Plan of \$91 million and the Operating Plan, noting that revenues and expenses are almost balanced, and that the agency is not expected to enter into a deficit position.

GM Whelan discussed revenue sources, including capital funding over the 10-year period for vehicle replacement, and she confirmed the purchase price of the new site was about \$5 million. She also discussed operating revenue for the agency, including Measure A/AA and Measure B funds (36%), various state funds (24%), and property tax (14%), and fare revenue (11%). GM Whelan discussed expenditure of operating funds, including 77% for contracted services on fixed routes and paratransit services and 10% of administrative costs, which is relatively low compare to other transit agencies.

GM Whelan concluded her report with a discussion on future plans for the agency, including implementing a new fare policy and promoting Marin Transit Connect, the on-demand service, to target users such as seniors and other members of the population in need of accessible services. She also stated again Marin Transit's acquisition of its operation and maintenance facility will meet the for the majority of its operation needs and accommodate the expansion of the electric bus fleet to meet zero emission goals.

Marin Transit Planning Manager Aida Banihashemi discussed the agency's recent comprehensive assessment of fare policies across all programs and re-evaluation of eligibility standards for Marin Access programs that provide services to older adults and people with disabilities, such as Catch-A-Ride or Dial-A-Ride. Ms.

Banihashemi stated that staff has recommended changes to simplify fares and eligibility criteria for Marin Access programs.

Ms. Banihashemi discussed the agency's aim to streamline operations, support the low-income population, encourage ridership and simplify fares for riders. She discussed changes to the low-income fare assistance (LIFA) programs, including consolidation and expansion of eligibility criteria for the Paratransit and Catch-A-Ride programs to encourage more low-income riders. She also discussed new policies relating to fare assistance subsidies, including free and unlimited access to fixed routes services for riders eligible for LIFA programs. Ms. Banihashemi stated that a significant increase in ridership is anticipated with expansion of the LIFA programs, and she discussed the streamlined and simplified processes for programs targeted at seniors.

Ms. Banihashemi discussed fare changes in relation to the Clipper Program and fixed routes, including the elimination of 7-day passes for adults, seniors and youth due to low usage, and increases in Paratransit, Dial-A-Ride, and Catch-A-Ride fares with increased trips from 8 to 10 per month. Ms. Banihashemi expressed a desire to encourage fixed route services to be utilized over these services. She also discussed an increase in driver-reimbursement subsidies for the volunteer program to incentivize volunteer drivers to participate and riders to use the service.

Ms. Banihashemi provided a timeline for the draft policy changes, which were adopted by the Marin Transit Board at its February 3, 2020 meeting. She stated that an equity analysis concluded that the proposed changes to the Marin Access fares and Fare Assistance Programs would not result in disparate impacts or a disproportionate burden to minority and low-income riders. Furthermore, the proposed changes to the fixed route fares would benefit older persons, disabled and low-income riders. Ms. Banihashemi discussed outreach and education efforts, which have included mailing postcards to Marin Access and Paratransit riders.

In response to Member Hagerty, GM Whelan stated that the fare changes might result in less revenue, but the purpose of the changes is to encourage more people to use public transit. She confirmed there is sufficient bus capacity for additional riders.

Vice-Chairperson Bob Burton commented on his observation of large buses with few people on board in Southern Marin, acknowledging his observations were outside peak hours. GM Whelan stated that Marin Transit has replaced large 60-foot articulated buses with new 40-foot hybrid buses and stated that more services are provided during the peak times for the Canal. She noted that some services, such as the Route 17 from San Rafael to Mill Valley, appear close to empty as the bus reaches its destination. GM Whelan and Vice-Chairperson Burton discussed impacts from the SMART (Sonoma Marin Area Rail Transit) operation in Downtown San Rafael on bus schedules. GM Whelan confirmed that services operating east to west of the transit center have increased their run time by 4-6 minutes and stated that this should improve after the new transit center is built.

In response to Member Macdonald, who asked what was considered the main obstacle to increasing riders, GM Whelan stated that reduced traffic impacts and increased travel times would make bus transit a more attractive option. She noted that the County is well served with buses and that improvements could be made if buses were given signal priority and bus-on-shoulder use, for example.

In response to Member Powers, GM Whelan discussed the flexibility of the 10-year SRTP to meet changes that could be implemented by local jurisdictions' general plan updates. She noted that the SRTP is updated every 2 years. GM Whelan discussed the location of the new maintenance site purchased in Novato.

In further response to Member Powers, Ms. Banihashemi stated that Marin Transit is working with partner agencies to seek ways of expanding and enhancing the Volunteer Driver Program. She noted that Marin Transit funds two volunteer programs. GM Whelan confirmed that the subsidies for the Yellow School Bus Program are different from the subsidies for other bus programs.

Member Hagerty expressed concern that tourists mainly utilize the subsidized Marin Woods Shuttle Service. In response, GM Whelan stated that the purpose of subsidizing the Marin Woods Shuttle service is to relieve traffic congestion impacts.

6. Marin-Sonoma Bike Share Pilot Program Update (Discussion)

Senior Transportation Planner Scott McDonald presented this discussion item regarding the Marin-Sonoma Bike Share Pilot Program that TAM is overseeing in partnership with Sonoma County Transportation Authority (SCTA). Mr. McDonald provided background information on the program, noting that SCTA is directly managing the grant received from MTC and the contract with Gotcha Mobility. He stated that the purpose of the program is to provide a transportation option for employers and employees to travel to and from SMART stations other than driving a car.

Mr. McDonald discussed the \$826,000 grant, which identifies 7 cities with SMART stations in Sonoma and Marin, including Novato, San Rafael and Larkspur, and he confirmed the grant would fully fund the pilot program.

Mr. McDonald discussed the timeline and consulting team recruitment process, noting that a panel interviewed 3 consulting teams from the 8 proposals received, from which Gotcha Mobility was selected. He stated that Gotcha Mobility is based in South Carolina and operates bike share programs, and that the bikes could be tethered to infrastructure or self-locked and are designed to thwart vandalism. Mr. McDonald stated that several other agencies in the Bay Area are using the same vendor. Mr. McDonald discussed the Gotcha Mobility App, noting that Clipper Cards could be used for payment, and he provided information on the 3-year pilot program, which should begin operations with 300 electric bikes, and might be expanded to 350. He stated the contractor would be responsible for advertising, the collection of revenues, and customer service, and that they will work closely with the Technical Advisory Committee (TAC). Mr. McDonald discussed the need to develop agreements with city partners and to identify specific sites and service areas before the pilot program could begin.

Member Macdonald discussed for the benefits of the program, stating that it would encourage people not to use their car. He discussed his concern that the contractor is not familiar with Marin, which he thought would need a different model to ones that are utilized in South Carolina. Mr. McDonald stated the contractor has committed to hiring a subcontractor, who is familiar with Marin's network, to advise them on implementation. Member Macdonald suggested the contract with Gotcha Mobility should necessitate them hiring a local subcontractor to ensure personnel are available to solve mechanical issues, for example.

In response to Chairperson Pelham, Mr. McDonald explained that the metric used to determine the program's success would be the amount of usage, with the ultimate aim of the program becoming self-sustaining with sponsorship and advertising revenue with no public funding subsidies required.

In response to Member Hagerty, Mr. McDonald confirmed the bikes would be used for a single trip and then be available for another user.

In response to Member Powers, Mr. McDonald confirmed the bikes would be too heavy to load on to a bus bike rack and noted that the intended use of the bikes is for shorter trips to and from transit. He stated that the battery charge should hold for approximately 37 miles.

Member Macdonald asked and Mr. McDonald confirmed that the bikes would be peddle-assisted electric bikes. Member Macdonald suggested collaborating with College of Marin. In response, Mr. McDonald stated that Kentfield is thought to be outside the service area of the current contract. He noted that the service area would be monitored for future expansion.

In response to Vice-Chairperson Burton, Mr. McDonald stated that opportunities to connect to the Larkspur Ferry terminal from the SMART station are being discussed.

7. Review of the Proposed Revisions to the Compliance Audit Policy (Action)

Ms. Zhang presented the item, which asks the Committee to review the proposed revisions to the Measure A ½-Cent Transportation Sales Tax Compliance Audit Policy, provide input, and refer it to the TAM Board for approval. Ms. Zhang provided background information on the Compliance Audit Policy, which was originally developed with guidance from the COC. She stated that the policy is in need of revision to reflect the new projects and programs implemented under the Measure AA Expenditure Plan since July 2019.

Ms. Zhang stated that she had highlighted the current policies and recommended revisions in the staff report for clarification. She discussed the proposed changes under Strategy 1, which includes transit expenditures and revenues, noting that Marin Transit is audited annually because it receives more than 50% of the sales tax funds. Ms. Zhang stated that staff is suggesting the policy to be revised to cover both Strategy 1 under Measures A and Category 4 under Measure AA because Marin Transit should continue to receive funds that were collected under the sales tax. She confirmed that both revenue sources would be included in Marin Transit's annual compliance audit process until Measure A funds are fully spent.

Ms. Zhang discussed the need to revise the policy relating to highway projects under Measure AA Category 1 because the policy under Measure A related to the Highway 101 Gap Closure Project which was completed in 2013. She stated that TAM staff typically manage the highway projects with support from consultants. Ms. Zhang confirmed the purpose of the audit would be to ensure that funds spent by the consultants were in accordance with the contract requirements, noting that an opportunity is also provided to review the in-house contract management process for potential improvements.

Ms. Zhang discussed revisions to the policy relating to the Major Roads and Local Streets and Roads Strategy under Measure A and the Local Streets and Roads Category under Measure AA. She explained that for the uncompleted major road projects under Measure A, \$2.35 million is set aside annually, for up to 13 years, to ensure the funding level committed to complete major roads projects started under Measure A. Ms. Zhang discussed the three project phases that could be audited, recommending that the process is not changed for Measure AA.

Ms. Zhang stated that the funds for Local Streets and Roads are distributed by formula to local jurisdictions, who do not need to incur expenses prior to requesting funds. Ms. Zhang noted that funding for Local Streets and Roads increased under Measure AA and the list of eligible projects was increased. She stated that staff is not recommending changes to the policy of selecting one jurisdiction for auditing annually.

Ms. Zhang discussed the Safe Routes to School Category that is audited every 3 years under Measure A. She stated that staff is not recommending changes to the policy under Measure AA. Ms. Zhang also confirmed that staff is not recommending changes to the Crossing Guards program under Measure AA, which is audited every other year or when a new contractor is hired.

Ms. Zhang discussed Safe Pathways to Schools under Measure A, which provides the discretion to audit 2 projects. She stated that one large project and one small project are usually selected, and that staff is not recommending changes to the process under Measure AA.

Ms. Zhang discussed interest revenue, which she stated is provided for multi-use pathways, and that the recipients are audited every 3 years. She stated that staff is not recommending changes under Measure AA.

In conclusion of her report, Ms. Zhang stated that the members are requested to review the proposed revisions, provide input, and refer the changes to the TAM Board for approval. Ms. Zhang also stated that the Committee members would be reviewing a list of proposed funding recipients selected for auditing for the FY2020-2021 audit cycle at the May COC meeting.

In response to Member Powers, Ms. Zhang explained that some of the strategies under Measure A have a remaining balance. She confirmed that Measure A funds and Measure AA funds are tracked separately and are only spent on projects that are eligible under the respective expenditure plan. Ms. Zhang confirmed a Major Roads Category does not exist under Measure AA but there is a \$2.35 million annual set-side for 13 years for the uncompleted major road projects that were promised under Measure A.

Vice-Chairperson Burton moved to approve the proposed revisions to the Measure A/AA ½-Cent Transportation Sales Tax Compliance Audit Policy and refer it to the TAM Board for approval. Member Hagerty seconded the motion, which was approved unanimously with Alternates Cole and Okada abstaining. Alternate Florez had left the meeting.

8. Committee Member Hot Items Report (Information)

Some of the members stated that they had not been able to unmute their phones to participate in the meeting. Ms. Zhang stated that the issue would be resolved prior to the next meeting.

9. Discussion of Next Meeting Date and Recommended Items for the Agenda

The next meeting was scheduled for Monday, May 11, the second Monday of the week since Ms. Zhang will be on a business trip on May 18, the third Monday of the month.

Member Bortel moved to adjourn the meeting at 6:45 p.m., which was seconded by Member Powers. The motion was approved unanimously.

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DATE: May 18, 2020

TO: Transportation Authority of Marin Citizens' Oversight Committee

FROM: Derek McGill, Planning Manager

SUBJECT: Plan Bay Area 2050: Update on Marin County Projects (Discussion), Agenda Item No. 5

RECOMMENDATION

N/A. Discussion item only.

BACKGROUND

Every four years, MTC and the Association of Bay Area Governments (ABAG) are required to develop and adopt a Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). The last RTP/SCS, known as Plan Bay Area 2040, was adopted in August of 2017. Immediately following the adoption of Plan Bay Area 2040, MTC staff began development of a scenario planning process, Horizon, and the update to the RTP/SCS known as Plan Bay Area 2050.

As the Congestion Management Agency (CMA) for Marin County, TAM is required to coordinate with MTC on the development of the RTP/SCS and to submit projects on behalf of Marin County. In April 2019, the TAM Board accepted its initial draft list of projects for Marin County for consideration in PBA 2050. MTC's primary goal at that time was to identify a universe of projects to be considered for inclusion into PBA 2050. This initial project list is included as **Attachment A**, identifying approximately \$3.6B in improvements to Marin County's transportation network.

At the last three TAM Board meetings, staff provided an overview of the elements and recent activities with PBA 2050. Staff will continue to provide updates on this process as key elements of the plan are drafted for MTC's approval in Summer 2020.

DISCUSSION/ANALYSIS

In January 2020, MTC provided a draft forecast of county funding expected to be available to Marin over the 30-year planning horizon covered in PBA 2050. The 30-year financial forecast assumes operations and maintenance funds are committed (MTC's fix-it first strategy) and these revenues are not included in the county budgets. The financial forecast is also split into two timeframes to comply with the state's greenhouse gas (GHG) reduction mandate by 2035. The financial forecast includes the following major sources of funding:

- One Bay Area Grant (OBAG) Funding – this federal funding is distributed based on a 50% split to Priority Development Areas (PDAs), and future funding cycles are not expected until 2023, pending federal transportation bill reauthorization. Typically, these funds average \$10 million per cycle for Marin County and are split amongst a pool of eligible projects.

- Regional Transportation Improvement Funding (RTIP) – this state funding source is used for capital improvements and will not be available for TAM until approximately 2028 due to prior project advances that are being repaid.
- County Sales Tax Funding and Vehicle Registration Fees – Marin’s local ½-Cent Transportation Sales Tax (Measure AA) and \$10 Vehicle Registration Fee (Measure B) funds are required to be spent in accordance with the voter approved expenditure plans. TAM spends approximately 77% of Measure AA, and 75% of Measure B on operations and maintenance of the system.
- Transportation for Clean Air (TFCA) County Share – this funding source, available from the Bay Area Air Quality Management District (BAAQD) and distributed by TAM, is typically spent to support bike and pedestrian projects, or projects that meet BAAQMD emission reduction metrics.
- Local Partnership Program (LPP) (Formula) – this state funding source is for Self Help Counties that have voter-approved fee or sales tax measures dedicated to transportation. It is eligible for capital investments as determined by the TAM Board and approved by CTC. The LPP formula funds are intended to support TAM-led projects but can be made available to other agencies’ projects and are dispersed in cycles every 2-3 years.

Approximately \$557M is estimated to be available for purposes of submitting a fiscally constrained project list for the Plan, as shown below.

Table 1: Plan Bay Area 2050 Draft Financial Projections for Marin County
(Numbers in \$ Millions)

	OBAG	RTIP	Meas. AA	Meas. B VRF	TFCA	LPP	Total Available
MARIN							
Bin 1 (2021-2035)	31.95	47.95	121.63	11.55	7.39	12.42	232.89
Bin 2 (2036-2050)	48.20	72.83	176.16	9.12	5.83	12.42	324.56
Total	80	121	298	21	13	25	557

In addition to the above funding sources, the following funds are anticipated to be assigned to various Marin County projects:

- Regional Measure 3
- Active Transportation Program
- State Highway Operations and Protection Program
- Other Bridge Toll Funds
- Federal Transit administration (FTA) Funding
- Local Streets and Roads funding

Based on these available revenues, TAM staff have revised the April 2019 Marin County PBA 2050 initial project list to fit within this new fiscal envelope, included as **Attachment B**. This list has been reviewed by project sponsors and reflects their input. The constrained project list is for planning purposes only and no funding is programmed as part of this process.

In developing the constrained project list, TAM staff considered the above revenue sources with eligible projects based on the following factors:

- County budget funding source eligibility (described above)
- Project schedule and alignment with individual funding sources
- Likelihood to attract regional funding
- Ability to use other fund sources
- Ability to align with regional strategies being considered as part of the draft blueprint

Based on this framework, many projects in the revised project list will require MTC regional discretionary funding in the Plan. Projects that are not fully funded either through local or regional funds will not be included in the plan.

The TAM Board approved this list at their April 23, 2020 meeting. TAM staff conveyed the list to MTC and is requesting that MTC add these projects into the final blueprint for the Plan, pending funding assignment. MTC is assessing all of the project requests from throughout the Bay Area. TAM staff will report back on the transportation investments included in the final blueprint later this spring/summer.

FISCAL CONSIDERATION

PBA 2050 does not program or allocate funding. However, transportation projects in PBA 2050 are included in CEQA (California Environmental Quality Act) requirements related to air quality for the region, allowing projects to become eligible for state and federal funding.

NEXT STEPS

Staff will work with MTC and project sponsors to support Marin County's transportation projects in PBA 2050.

MTC is expected to continue discussion on the transportation blueprint of PBA 2050, and TAM staff will report out on this effort over the coming months. Other elements of the plan development are summarized as follows:

- MTC will develop draft regional population and housing growth forecasts for local jurisdictions' review in mid-2020;
- Develop the Draft PBA 2050 Report and environmental reports, in late 2020;
- Approve the environmental reports and Plan Bay Area 2050 in mid-2021 and Adopt RHNA allocations in 2021.

ATTACHMENTS

Attachment A: TAM Board Initial Project List – Approved April 2019

Attachment B: Marin County PBA 2050 Revised Project List

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SUBMITTED TO MTC IN APRIL 2019



TAM DRAFT RTP Project List – April 25, 2019

Programmatic Category	Projects in Category (not exclusive)
Minor Highway Improvements	Highway Interchange Improvements Bellam Boulevard Improvements Bike/Ped Crossings Auxiliary Lanes
Minor Roadway Improvements	Local Road Rehab Projects Sea Level Rise Bridge Replacement HSIP Projects Sir Francis Drake Boulevard 3rd Street 2 nd Street East Blithedale Ave
Minor Transit Improvements	Bus Stop Shelter Replacements Access to transit Fleet Expansion/Facilities Manzanita Park and Ride Other Park and Ride Improvements Transit Service Expansion
New Bicycle & Pedestrian Facilities	North South Greenway Projects SMART Multi Use Path Cross Marin Bikeway 2nd to Anderson Path Grand Avenue East Francisco Boulevard Central Marin Gap Closure Bay Trail Segments Approaches to the RSR Bridge Safe Pathways Projects Small Safety Projects Safe Routes to Transit Projects
Management Systems	Ramp Metering Phase 1 & 2 Innovative Technology
Safety and Security	Safe Routes to Schools Program Crossing Guard Program
Travel Demand Management	TDM Program Alt Fuels Program Traveler Information Programs
Intersection Improvements	Anderson at Drake The Hub
Multimodal Streetscape Improvements	Local Road Improvements



	Project Sponsor	Est. Construction Date	Est. Operation Date	Project Cost
Non-Exempt Projects				
<i>Transit Capacity Increasing</i>				
SMART Larkspur Extension	Project Completed 2019	2019	2019	\$ 40
Downtown Novato SMART Station	Fully Funded	2019	2019	\$ 5
San Rafael Transit Center Relocation	GGBHTD	2024	2026	\$ 45
Marin Transit O&M Facility	MT	2021	2024	\$ 31
Larkspur Ferry Parking Garage	GGBHTD	2024	2026	\$ 64
Bus On Shoulder on Highway 101	TAM	2027	2029	\$ 50
	<i>Subtotal</i>			\$ 190
<i>Roadway Capacity Increasing</i>				
RSR Eastbound Travel Lane	-	-	2017	\$ 74
Marin Sonoma Narrows	TAM	2020	2023	\$ 151
US 101/I-580 Direct Connector	TAM	2025	2026	\$ 147
RSR Westbound Joint Use Lane*	TAM	2022	2023	\$ 160
Resilient State Route 37	TAM	2030	2036	\$ 1,000
Novato Boulevard**	Novato	2021	2023	\$ 15
	<i>Subtotal</i>			\$ 1,473
	TOTAL			\$ 1,664
			<i>MTC Target Budget</i>	1,174

* Funding from Toll O&M

** The addition of a roadway lane requires this project to be listed as a non-exempt project.

Additional Notes – Projects in ~~Strikethrough text~~ indicate fully funded projects or completed projects since the last RTP submittal process. MTC target budget does not provide a forecast for revenue sources and will be revised once revenue forecasts are developed.

Item 5 - Attachment B

Marin County PBA 2050 Revised Project List (page 1 of 2)

Revenue Forecast (\$M)

RTP Project List	Est. Const Date	Est. Op Date	Project Cost (\$M)	Project Cost YOE (\$M)	Revenue Forecast (\$M)													
					Local Committed	Regional Committed	RM3	SHOPP	County Discretionary	Total	Shortfall	Regional Request						
<i>Transit Capacity Increasing</i>																		
San Rafael Transit Center Relocation	2024	2026	\$ 45	\$ 51			\$ 30		\$ 3	\$ 33	\$ 18	\$ 18						
Marin Transit O&M Facility	2021	2024	\$ 31	\$ 32					\$ 10	\$ 10	\$ 22	\$ 22						
Larkspur Ferry Parking Garage	2024	2026	\$ 64	\$ 72					\$ 1	\$ 1	\$ 71	\$ 71						
Bus On Shoulder on Highway 101	2027	2029	\$ 10	\$ 12					\$ 12	\$ 12	\$ 0							
<i>Regional Express (ReX) Bus Network</i>	TBD	TBD	\$ 62	TBD					\$ 1	\$ 1								
<i>Roadway Capacity Increasing</i>																		
Marin Sonoma Narrows	2020	2023	\$ 141	\$ 141			\$ 90		\$ 12	\$ 102	\$ 39	\$ 39						
US 101/I-580 Direct Connector	2025	2027	\$ 147	\$ 171			\$ 135		\$ 19	\$ 154	\$ 17	\$ 17						
RSR Westbound Joint Use Lane	2022	2023	\$ 160	\$ 170					\$ 1	\$ 1	\$ 169	\$ 169						
Resilient State Route 37	2030	2036	\$ 1,000	\$ 1,344			\$ 20		\$ 27	\$ 47	\$ 1,297	\$ 1,297						
Novato Boulevard*	2021	2023	\$ 15	\$ 15					\$ 13	\$ 15	\$ 0							
Minor Highway Improvements			\$ 877					TBD	\$ 602	\$ 101	\$ 703	\$ 174	\$ 174					
New Bicycle & Pedestrian Facilities			\$ 531							\$ 72	\$ 72	\$ 459	\$ 100					
Management Systems			\$ 80							\$ 15	\$ 15	\$ 65	\$ 65					
Safety and Security			TBD							\$ 151	\$ 151	\$ 30	\$ 30					
Travel Demand Management			\$ 27							\$ 13	\$ 13	\$ 13	\$ 13					
Intersection Improvements			TBD							\$ 23	\$ 23	TBD	\$ 15					
Multimodal Streetscape Improvements			TBD							\$ 51	\$ 51	TBD	\$ 30					
Planning			TBD							\$ 5	\$ 5	TBD						
Emission Reduction Technology			TBD							\$ 7		\$ 30						
Minor Roadway Improvements			\$ 1,374								\$ 1,374							
Minor Transit Improvements			\$ 168								\$ 168							
Preservation/Rehab			TBD								TBD							
Routine Operations & Maintenance			TBD								TBD							
<i>O&M</i>																		
Transit Operations				\$ 7,247					\$ 690	\$ 6,557	\$ 7,247	\$ -						
Transit Capital**				\$ 2,978					\$ 73	\$ 2,905	TBD	\$ 21	\$ 2,957	\$ 21				
Local Streets and Roads				\$ 1,374					\$ 318	\$ 1,056		\$ 1,374	\$ -					
Subtotal				\$ 4,732	\$ 16,664				\$ 1,083	\$ 10,518	\$ 275	\$ 558	\$ 12,987	\$ 2,366	\$ 2,090			
Bin 1 (21-35)												\$ 233						
Bin 2 (35-50)												\$ 325						
Total Budget												\$ 558						

* The addition of a roadway lane requires this project to be listed as a standalone project.

** Support for Minor Transit Improvements/State of Good Repair

~~Strikethrough~~ text indicates these programs have been included in the O&M category

Marin County PBA 2050 Revised Project List (page 2 of 2)

Programmatic Category	Projects in Category (not exclusive)	Supportive PBA 2050 Draft Blueprint Strategies
Minor Highway Improvements	Highway Interchange Improvements Bellam Boulevard Improvements Bike/Ped Crossings Auxillary Lanes	Operate and Maintain the Existing System Advance Regional Vision Zero Policy Build a Complete Streets Network Adapt to Sea Level Rise
New Bicycle & Pedestrian Facilities	North South Greenway Projects SMART Multi Use Path 2nd to Anderson Cross Marin Bikeway East Francisco Central Marin Gap Closure Bay Trail Approaches to the RSR Bridge Safe Pathways Projects Small Safety Projects Safe Routes to Transit Projects	Operate and Maintain the Existing System Advance Regional Vision Zero Policy Build a Complete Streets Network Adapt to Sea Level Rise
Management Systems	Bus Transit Technologies Ramp Metering Innovative Signal Technology	Enable Seamless Mobility Reform Regional Transit Fare Policy Advance a Regional Vision Zero Policy Operate and Maintain the Existing System
Safety and Security	Safe Routes to Schools Program Crossing Guard Program Road Safety Projects	Advance Regional Vision Zero Policy Build a Complete Streets Network
Travel Demand Management	TDM Program Shared Mobility Programs	Build a Complete Streets Network
Intersection Improvements	Anderson at Drake The Hub (San Anselmo)	Operate and Maintain the Existing System Advance Regional Vision Zero Policy Build a Complete Streets Network
Multimodal Streetscape Improvements	Local Road Improvements Sea Level Rise Program	Operate and Maintain the Existing System Advance Regional Vision Zero Policy Build a Complete Streets Network Adapt to Sea Level Rise
Planning	Various Studies and Plans	TBD
Emission Reduction technology	Alternative Fuel Programs	N/A
Minor Roadway Improvements	Local Road Rehab Projects Sea Level Rise Bridge Replacement HSIP Projects Sir Francis Drake Boulevard 3rd Street (San Rafael) 2nd Street (San Rafael) East Blithedale	Operate and Maintain the Existing System Advance Regional Vision Zero Policy Build a Complete Streets Network Adapt to Sea Level Rise
Minor Transit Improvements	Bus Stop Shelter Replacements Access to transit Fleet Expansion/Facilities Manzanita Park and Ride Other Park and Ride Improvements Transit Service Expansion	Enable Seamless Mobility Reform Regional Transit Fare Policy Advance a Regional Vision Zero Policy Operate and Maintain the Existing System



DATE: May 18, 2020

TO: Transportation Authority of Marin Citizens' Oversight Committee

FROM: Li Zhang, Deputy Executive Director/Chief Financial Officer

SUBJECT: Review and Provide Input on the Proposed TAM FY2020-21 Annual Budget (Discussion)
- Agenda Item No. 6

RECOMMENDATION:

The Citizens' Oversight Committee (COC) reviews the Proposed TAM FY2020-21 Annual Budget and provides comments.

BACKGROUND:

Pursuant to Article VI, Section 106.1 of the TAM Administrative Code, no later than its June meeting of each year, the TAM Board shall adopt the annual budget for the following fiscal year. A minimum thirty-day public comment period and a public hearing are also required as part of the budget approval process. The TAM Board will conduct a budget hearing and conditionally adopt the final FY2020-21 Annual Budget at its June 25, 2020 meeting, pending the completion of the 30-day budget comment period.

Staff started the development process for the FY2020-21 Annual Budget in February and the TAM Board approved the recommended Measure A/AA ½-Cent Transportation Sales Tax, the Measure B \$10 Vehicle Registration Fee revenue levels and the budget development schedule at its April 23, 2020 meeting. Prior to the final adoption of the Budget, the Proposed FY2020-21 Annual Budget will also be shared with the Marin Managers Association (MMA) for review and comment during May.

DISCUSSION/ANALYSIS:

TAM's Budget Structure:

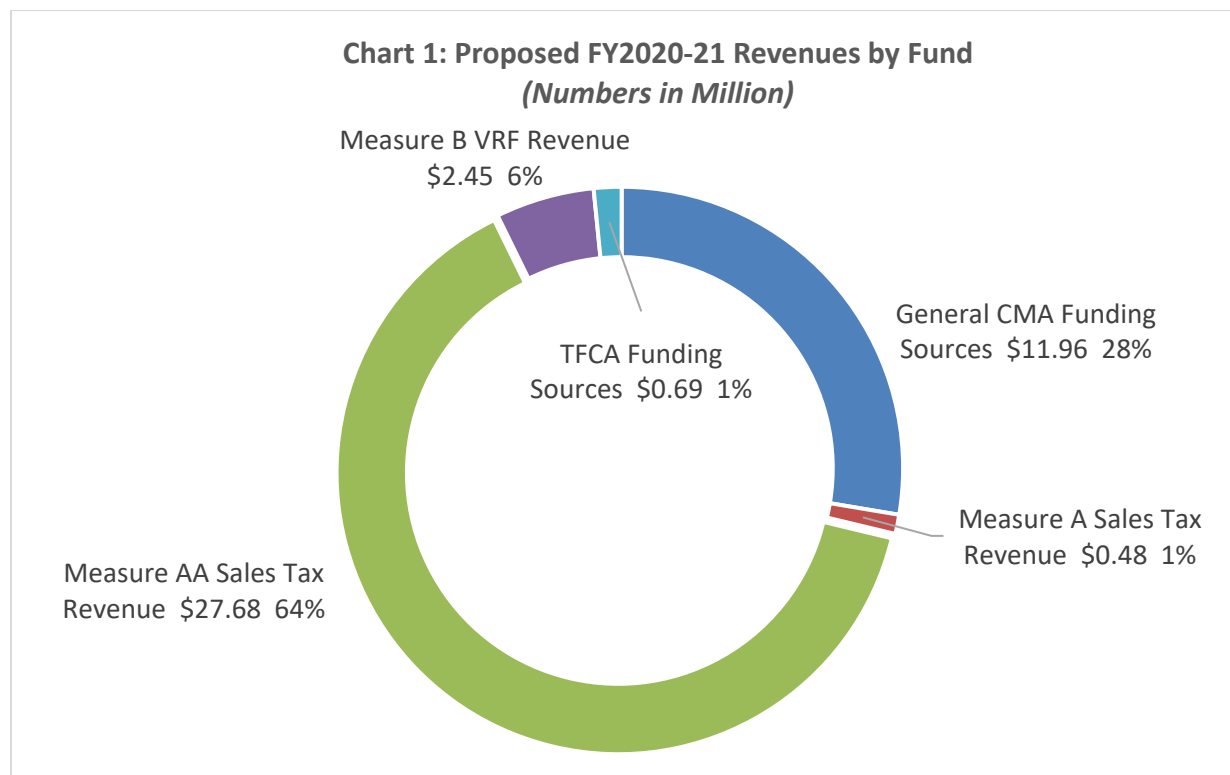
In an effort to present the agency's budget in a more transparent and easier to understand format staff revamped TAM's traditional annual budget document and presented the new budget report to the TAM Board and public during the FY2019-20 (current year) budget development process. The budget report now includes four main sections:

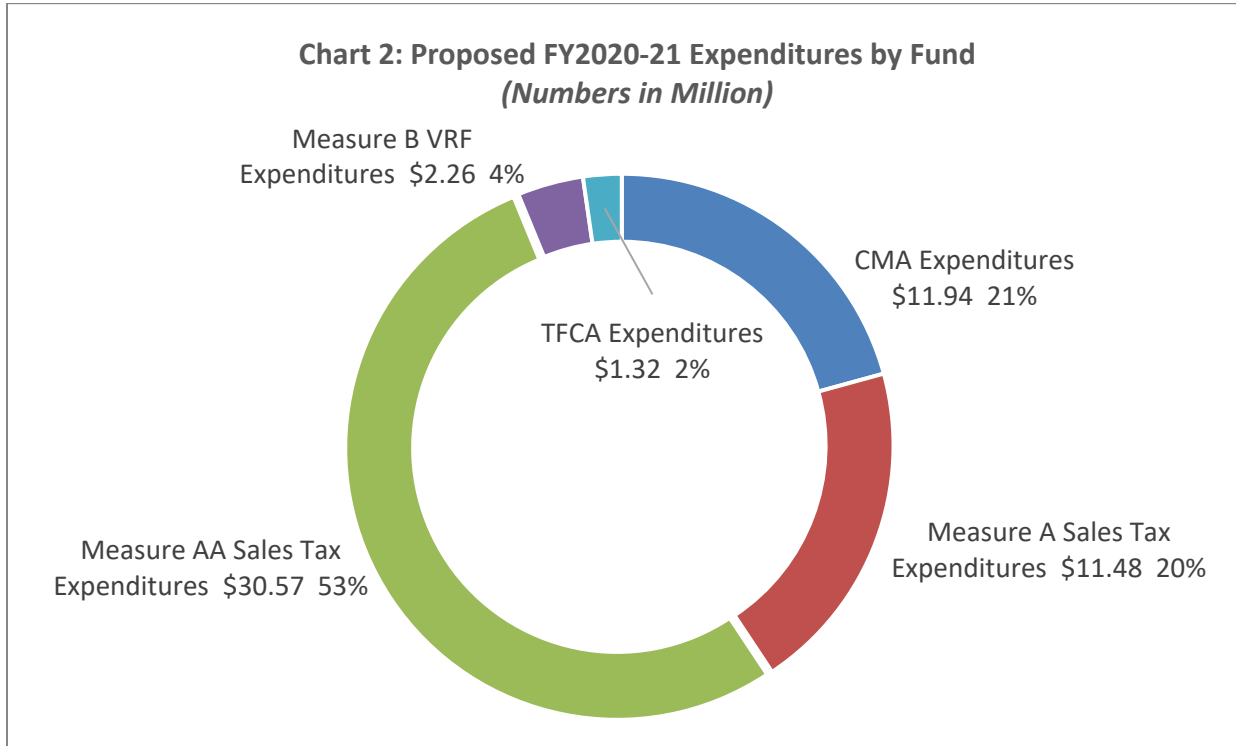
- Letter from the Executive Director - providing an overview of TAM's budget situation and highlighting prior year accomplishments and major milestones anticipated for the upcoming year
- TAM Budget General Overview – providing an overview of TAM's budget process and related policies

- Annual Budget Process and Overview – providing in-depth analyses of all revenue and expenditure budget line items that are proposed for the fiscal year
- Work Plans by Function – providing the general overview and highlighted work items for the fiscal year period for each functional group in the agency

These four sections, along with the appendices, will provide the TAM Board and the public in Marin a complete picture of all revenue and expenditure activities related to all work items planned, and also give the readers a report on the financial situation of the agency.

In summary, TAM’s total expected revenue for FY2020-21 is \$43.26 million and total expected expenditure is \$57.56 million. Please note that as a funding agency that collects the Measure A/AA ½-Cent Transportation Sales Tax, the Measure B \$10 Vehicle Registration Fee, as well as the Transportation Fund for Clean Air (TFCA) fund sources with advance payments, having budgeted expenditures over its budget revenues, in most cases, will not be an alarming financial situation for TAM. When budgeted expenditure exceeds budgeted revenue in certain years, it simply means that TAM and its partner agencies are using prior year accumulated fund balances to deliver more projects and programs in that particular year. Based on the proposed revenues and expenditures for FY2020-21, TAM will spend \$14.30 million more than it will collect in revenue and end the year with a fund balance of \$24.89 million. The charts below illustrate the proposed revenue and expenditure for FY2020-21 by the major governmental funds TAM has.





Budget Planning in Unprecedented Times

TAM’s annual budget development process allows the agency to create the plan for its administrative operations and project/program management and delivery, as well as funding allocations to various project sponsors for the upcoming fiscal year. The process by nature requires the use of assumptions to project into the future in terms of revenue collections and operational, project and program expenditures. In most years, based on the information available by April, staff is confident that the revenues proposed in the budget for the upcoming year can be realized within reasonable deviations. However, COVID-19 has brought unprecedented public health and economic challenges and uncertainties to the US and globally. The abrupt short-term revenue reduction in the current year and potential long-term revenue erosion in the upcoming year and beyond have made the FY2020-21 budget cycle extremely difficult.

While all detailed budget information is included in Attachment 1: Proposed TAM FY2020-21 Annual Budget for your review, staff would like to highlight the following items for discussion and confirmation.

Review of Measure A/AA Sales Tax Revenue Level and Additional Usage of Reserve Funds

The Shelter in Place order has a significant and abrupt impact on the sales tax collection. Staff believes a review of the recommended \$27.5 million Measure A/AA 1/2-Cent Transportation Sales Tax revenue level is necessary once there is a clearer plan for reopening the economy and more indication of how fast the recovery is likely to be. However, with the Shelter in Place order now extended to the end of May, it’s unlikely that we can gain more certainty on which direction the economy is going by the end of May. On the other hand, with TAM’s ongoing prudent fiscal and funding practices, and the current reserve level under the Measure A/AA 1/2-Cent Transportation Sales Tax program, staff is comfortable moving forward with the \$27.5 million revenue level for the development of the FY2020-21 TAM Annual Budget.

To help reduce the impact of reduced revenues on TAM’s funding recipients, staff has also released \$1.75 million of Measure A reserve to all active strategies under Measure A through TAM’s annual allocation

process, and the Board also approved staff's recommendation to not take 5% of the Measure AA revenue collection for reserve in FY2020-21. These actions make more funding available to the funding recipients right away. When a clear plan for reopening the economy is available, and if a further reduction of the revenue level for FY2020-21 is deemed necessary, staff will bring different proposals of how the TAM Board can use the remaining \$5.8 million reserve to help funding recipients maintain sufficient funding to keep critical transportation projects and programs going while the recovery takes its time.

Staff appreciates the valuable input and support the COC provided during TAM's Measure AA Reserve Policy development back in 2019, which now allows the agency to better weather the COVID-19 storm. If necessary, staff will bring the reserve usage proposals to the COC for input and direction when things are clearer.

Pending Legal Case Against Regional Measure 3 (RM3)

When RM3 was approved by the voters on June 5, 2018, a total of \$255 million was expected to be available to support two of the highest priority projects in Marin that TAM manages directly, with \$135 million for the Northbound (NB) US-101 to Eastbound (EB) I-580 Direct Connector Project and \$120 million for the completion of the Marin-Sonoma Narrows (MSN) Project. However, as of now, the RM3 funds are still inaccessible due to ongoing litigation against the Measure. While the funds from Measure AA can provide sufficient funds to support the project planning and environmental study phase of the NB US-101 to EB I-580 Direct Connector Project over the next two years, the MSN Project needs the RM3 funds urgently in order to secure Senate Bill (SB1) funds and move into construction with full funding. The uncertainty of the RM3 funding availability timeline may add extra challenges to TAM's project management and delivery of those two critical projects in the upcoming year.

Staff will continue to monitor the RM3 legal situation and will bring the necessary revisions to the budget for approval once the RM3 funds become available. Meanwhile, to continue the agency's prudent funding practice and allow more flexibility with funding plans, staff has also recommended and the TAM Board has approved the submittal of Letters of No Prejudice (LONP) for both projects. In this case, TAM will be able to seek reimbursement from RM3 for costs incurred after the effective date in the approved LONP, when the RM3 funds become available.

FY2020-21 City/County CMA Fee Level

To support the essential functions TAM carries out as the Congestion Management Agency (CMA) of Marin, all local jurisdictions in Marin, including the County, have been making an annual formula-based (calculated based on 50% population and 50% lane miles share) fee contribution to TAM since the formation of the CMA. The total City/County fee fund was \$350,000 back in FY2004-05. In FY2005-06, with the full start of the Measure A ½-Cent Transportation Sales Tax program/projects, the City/County fee was increased to \$430,000 annually to help cover the cost of additional functions TAM took on both as the CMA and the sales tax administration agency of Marin.

In 2015, all local jurisdictions agreed to a temporary 30% (\$129,000 per year) increase over a 5-year period, which brought the annual total amount to \$559,000. The additional funds were needed in order to support a few critical county-wide transportation efforts during that time period. The temporary increase took effect in FY2015-16 and FY2019-20 is the last year of the 5-year period.

With the hope to permanently bring the fee structure in line with the efforts required to effectively support all local partners for their transportation project and program related needs, TAM staff engaged MMA and presented the work plan and various funding options to the group early this year. While the group was initially supportive of an increased base close to the \$559,000 temporary fund level with annual adjustment tied to the Consumer Price Index (CPI), the abrupt COVID-19 crisis and the Shelter in Place order greatly reduced the current year and potential upcoming year revenue level for all local agencies. TAM staff fully

understands that a long-term increased funding level is just not financially prudent for our local partners to consider at this time and appreciates the \$500,000 funding level that MMA was willing to accept during a time that they are all facing extreme budget pressure. The \$500,000 funding level is a \$59,000 reduction from the current year but a \$70,000 increase from the original base. MMA also agreed that once the economy stabilizes and the revenue situation improves, TAM and the group can reengage in a discussion of setting a long-term funding level for the City/County fee.

Controlling FY2020-21 Operations, Salary and Benefit Costs

The 1% administration fee and 4% project/program management fee that TAM is allowed to take off the top of the annual sales tax collection cover more than half of TAM's staff cost and almost all of the agency's other ongoing operation costs, such as rent, office supplies, IT (Information technology) support, etc. While TAM is in a fortunate position that no immediate staff level and operational adjustments are needed due to the reduced sales tax level expected for both the current and next fiscal year, staff wants to take precautions and be prepared for worse case scenarios.

During the FY2016-17 budget cycle, the TAM Board approved the first Cost of Living Adjustment (COLA) for staff since 2004 and did the same in the following three budget cycles: FY2017-18, FY2018-19 and FY2019-20. According to the data released by the Bureau of Labor Statistics (BLS), as of March 2020, CPI for the San Francisco Bay Area is up 2.9% from a year ago. However, with the COVID-19 crisis and the abrupt short-term revenue reduction and potential long-term revenue base damage, staff discussed and all agreed that it's not in the best interest of the agency to request the TAM Board to review and approve a COLA increase during this budget cycle.

With TAM's office lease at the current office location expiring in November of this year, staff is in the process of reviewing options, including renegotiating with the current landlord for more favorable terms, and finding other locations that are more cost-effective but can still meet the operational needs of the agency. Staff is hoping to realize reasonable office lease cost savings during this process and will bring more details for the Board's review in the near future.

TAM's Pension and Other Post-Employment Benefits (OPEB) Liabilities

As a relatively young agency with a small staff team, TAM is in a much better position in term of its pension liability situation compared to many of our peer agencies. When TAM brought all employees in house and entered into direct contract with CalPERS (California Public Employees' Retirement System) in 2018, the agency also made the prudent decision and used about \$338,000 of the one-time cash payment received from the prior staff service agency, Local Government Services (LGS), to significantly pay down the pension liability. According to CalPERS' most recent evaluation report released in Summer 2019, TAM's FY2020-21 annual pension liability payment is \$4,565. TAM also made a one-time \$129,970 contribution to a pension Section 115 Trust fund, which provides the agency extra cushion should the agency's pension liability increase significantly due to various factors that are out of TAM's control.

To be fiscal responsible to the taxpayers in Marin, for OPEB, TAM only offers the lowest level of retiree medical benefit to all employees hired after January 1, 2018. TAM's "unequal" resolution with CalPERS, effective July 2018, defines its contribution toward retiree medical plan premiums to be \$1 per month during the first year as a PEMHCA (Public Employees' Medical & Hospital Care Act) contracting agency. In subsequent years, TAM's contribution for retiree medical premiums will be 5% times the number of prior years' Minimum Employer Contribution (MEC). (2018 is \$1 per month, increasing to 5% X \$136 = \$6.80 per month in 2019, and 10% X \$139 = \$13.9 per month in 2020.) For retirees hired prior to January 1, 2018, TAM provides a benefit equal to 100% of the MEC, in exchange of the \$2,500 annual health retirement account contribution employees agreed to give up during the LGS/TAM separation.

FISCAL CONSIDERATION:

Expected revenue collection and reimbursement for FY2020-21 is \$43.26 million while the proposed expenditure is \$57.56. TAM's fund balance will be reduced by \$14.30 million but will remain positive at \$24.89 million by the end of FY2020-21.

NEXT STEPS:

The TAM Board is expected to review and release the budget for the 30-day public comment period at its May 28, 2020 Board Meeting. Staff will continue to review the comments and updates from various sources that contribute to TAM's Proposed FY2020-21 Annual Budget and will report any changes at the June 25, 2020 TAM Board Meeting. The TAM Board will conduct a public hearing at its June 25, 2020 meeting and adopt the Proposed TAM FY2020-21 Budget pending the completion of the 30-day public comment period.

ATTACHMENTS:

Proposed TAM FY2020-21 Annual Budget



PROPOSED FY2020-21 ANNUAL BUDGET

Transportation Authority of Marin



Table of Contents

Executive Director’s Message	1
TAM Budget General Overview	2
About TAM.....	2
Budget Adoption and Amendment Policies	2
Budget Development Process and Timeline.....	2
A Historic Overview of TAM’s Budget	3
FY2020-21 Annual Budget Process and Overview	4
Budget Summary	4
FY2020-21 Revenue Overview	4
FY2020-21 Expenditure Overview.....	7
Proposed FY2020-21 Annual Budget by Fund	15
Measure A Fund Budget.....	15
Measure AA Fund Budget	15
Measure B Fund Budget.....	15
CMA Fund Budget	15
TFCA Fund Budget	15
FY2020-21 Appropriation Limit	23
FY2020-21 Work Plans by Function	24
Administration & Finance Function:.....	25
Public Information and Outreach Function:.....	26
Planning and Program Management:.....	27
Programming & Legislation Function:	29
Project Management and Delivery Function:.....	30
Appendix	31
Appendix 1: TAM Board of Commissioners – June 2020.....	31
Appendix 2: Proposed FY2020-21 Classification & Salary Range	32

Executive Director's Message

It is a unique time in which to be presenting TAM's FY2020-21 Annual Budget. We are all confronted with the unprecedented and uncertain COVID-19 (coronavirus) public health crisis and the significant impacts it is having on the economy. A Shelter in Place Order was declared on March 16 and is expected to be in force until the end of May to limit the spread of the virus. The abrupt disruption of COVID-19 and the Shelter in Place Order is expected to cause significant revenue loss, and the potential long-term revenue uncertainty has made the upcoming budget cycle extremely challenging for all of us.

Although we are faced with these economic and public health challenges, TAM is fortunate to enter into this crisis in a strong financial position and the region has benefitted from continuous economic growth over the last decade. The local ½-Cent Transportation Sales Tax, TAM's largest revenue source, was extended for 30 years by Marin County voters in 2018, and we have a healthy reserve that has been set aside for times such as these, when we may need to compensate for budget shortfalls.

TAM is committed to minimizing the funding impacts to our partner agencies and to our local transportation projects and programs. In an effort to offset reduced revenue, TAM will make \$1.75 million in reserve funding available to funding recipients, and also will temporarily suspend the 5% reserve collection from the ½-Cent Transportation Sales Tax in FY2020-21. Additionally, we have taken a hard look at our operating costs in order to bring the agency's budget into balance for the coming year.

We present this budget to the Board of Commissioners and the public to clearly show the anticipated revenues and expenditures of TAM for FY2020-21. Revenues are generated from a combination of local, regional, state and federal sources including sales tax, gas tax, vehicle registration fees, tolls, service fees, etc. Expenditures include voter approved projects and programs that reflect local priorities, as well as regional projects and programs that are delivered in coordination with partner agencies. These transportation investments are detailed in the annual budget, and include local roadway, highway and interchange projects; transit and paratransit services; pedestrian and bicycle improvements; and Safe Routes to Schools, alternative fuels, first/last mile and alternative commute options, and other vital transportation improvement programs.

We look forward to working together with the community, businesses, local organizations and agency partners to continue funding and delivering transportation improvements that are community priorities.

In partnership,

Anne Richman

TAM Budget General Overview

About TAM

The Transportation Authority of Marin (TAM) was established by Marin County voters to support transportation infrastructure projects and programs that make the County easier, cleaner and safer for all to live, work and play. TAM also serves as Marin's Congestion Management Agency (CMA) and is responsible for coordinating funding for many of the transportation projects and programs in the County, including various local, regional, state and federal funds.

The TAM Board of Commissioners includes the five members of the County Board of Supervisors and a councilmember from each city and town. *(A list of TAM's current Board members is included as Appendix 1.)* TAM administers the expenditure plans for Measure A (2004), the original 20-year ½-Cent Transportation Sales Tax; Measure AA (2018), the 30-year renewal of the ½-Cent Transportation Sales Tax; and Measure B (2010), the \$10 Vehicle Registration Fee (VRF). These revenue sources are dedicated to transportation projects and programs in Marin and were approved by the Marin voters.

Mission Statement - TAM is dedicated to making the most of Marin County transportation dollars and creating an efficient and effective transportation system that promotes mobility and accessibility by providing a variety of high-quality transportation options to all users.

Budget Adoption and Amendment Policies

Pursuant to Article VI, Section 106.1 of the TAM Administrative Code, each year no later than its June meeting, the Board shall adopt the Annual Budget(s) for the ensuing fiscal year. Approval by a majority of the Commissioners is required for the adoption of the Annual Budget. In accordance with Section 180108 of the Public Utilities Code governing Local Transportation Authorities including TAM, notice of the time and place of a public hearing on the adoption of the Annual Budget shall be published pursuant to Section 6061 of the California Government Code not later than the 15th day prior to the date of the hearing. A preliminary proposed annual budget shall be available for public inspection at least 30 days prior to adoption.

In the event that total expenditures for the annual budget have to increase due to special circumstances, prior approval from the Board is required. In the event that total expenditures within one or more category(ies) are projected to be greater than the budgetary authority, a transfer of budgeted funds may be processed as long as sufficient savings can be identified for transfers to the category(ies) in need. The Executive Director shall be authorized to approve budget transfers among categories if the dollar amount is equal or less than 5% of the total budget authority of the category from which funds will be reduced. Any transfer among categories that is greater than 5% of the total budget authority of the category from which funds will be reduced must receive prior approval from the Board. The Executive Director shall be authorized to approve all budget transfers among line items within the same category. Any transfer related to Measure A/AA ½-Cent Transportation Sales Tax and Measure B, the \$10 VRF funding shall be effectuated according to the Policy and Procedures specified in the Expenditure Plan and currently adopted Strategic Plan.

Budget Development Process and Timeline

TAM's annual budget development process begins in late January/early February with a kickoff meeting with all staff that are involved in the annual budget process. In March or April, revenue estimates for the Measure

A/Measure AA ½-Cent Transportation Sales Tax prepared based on economic analyses are presented to the TAM Board for consideration. The draft annual budget is presented to the TAM Board and released for public comments in April/May and adoption of the final budget is at TAM’s May/June Board meeting.

An Historic Overview of TAM’s Budget

A five-year historic look at TAM’s actual revenue, expenditure and fund balance, with a comparison to the estimated actuals of the current fiscal year, FY2019-20, is presented below to provide an overview of the collection of revenues as well as delivery of projects/programs over the past few years. Over the last 5-year period, TAM and its partner agencies have increased delivery of some major projects/programs, mostly under the Measure A Sales Tax Projects/Programs and the Interagency Agreements categories. TAM’s ending fund balance as the end of FY2019-20 is expected to be around \$39.5 million.

	FY2014-15 Actual	FY2015-16 Actual	FY2016-17 Actual	FY2017-18 Actual	FY2018-19 Actual	FY2019-20 Estimated Actual
Revenues						
<i>Measure A/AA Sales Tax Revenue</i>	25,265,790	25,702,937	25,755,762	27,507,852	28,976,082	27,500,000
<i>Measure B VRF Revenue</i>	2,333,642	2,376,492	2,399,640	2,386,486	2,417,118	2,420,000
<i>Cities/Town & County Contribution</i>	429,914	559,001	559,000	559,000	558,999	558,999
<i>Interest Earnings</i>	164,964	682,270	122,475	139,632	1,914,194	1,057,405
<i>BAAQMD/TFCA</i>	355,848	361,034	361,471	362,284	364,537	375,093
<i>Federal</i>	1,591,156	5,301,158	840,442	3,124,051	2,238,572	1,298,067
<i>State</i>	1,418,942	716,923	665,974	1,193,020	718,371	800,432
<i>Regional</i>	1,862,025	1,259,013	5,597,422	753,288	4,201,448	28,000
<i>Other Revenue</i>	-	338,130	-	337,770	-	-
Total Revenues	33,422,281	37,296,958	36,302,186	36,363,383	41,389,321	34,037,996
Expenditures						
<i>Administration</i>	2,342,920	2,857,963	3,013,630	3,058,896	3,378,703	3,306,274
<i>Professional Services</i>	2,979,268	1,717,395	2,965,064	2,803,406	4,216,373	2,235,479
<i>Measure A Sales Tax Projects/Programs</i>	16,753,135	18,357,291	25,351,395	28,668,609	21,849,187	10,176,441
<i>Measure AA Sales Tax Projects/Programs</i>	-	-	-	-	182,971	19,739,742
<i>Measure B VRF Projects/Programs</i>	1,547,808	1,290,574	3,632,620	1,556,536	1,790,363	4,405,536
<i>Interagency Agreements</i>	1,541,444	4,902,359	4,526,973	5,855,948	3,992,151	513,063
<i>TFCA Programs/Projects</i>	43,196	765,658	276,856	176,392	66,388	317,000
Total Expenditures	25,207,771	29,891,240	39,766,538	42,119,787	35,476,136	40,693,535
Net Change in Fund Balance	8,214,510	7,405,718	(3,464,352)	(5,756,404)	5,913,185	(6,655,539)
Ending Fund Balance	42,716,830	49,154,387	45,690,035	39,933,631	45,846,816	39,191,277

FY2020-21 Annual Budget Process and Overview

Staff officially started the FY2020-21 Annual Budget process with the in-house kickoff meeting on February 11, 2020. The following is the timeline for the FY2020-21 Annual Budget development:

February 11, 2020	Budget Development Kick-off Meeting
February-June 2020	Budget and Work Plan Development/Review Work Process
March-April 2020	Review and Acceptance of Measure A/AA & B Revenue Levels
May 2020	Review and Release of Draft Budget for Comments
June 25, 2020	Public Hearing and Adoption of Final Budget

The FY2020-21 Annual Budget is presented in the comprehensive budget report that was designed during the current year annual budget development process to not only present a clear financial plan, but also focus on the agency's planning, project, communication and administrative work elements for the upcoming year and present them in an easy to understand manner.

While staff is confident to report that the agency is still in the financial position to provide the necessary funding and cash flow support for the priority transportation projects/programs managed by TAM and by our partner agencies in the upcoming fiscal year, the major economic and social uncertainty caused by the COVID-19 pandemic is casting a big shadow on the financial future of the agency. TAM is committed to work diligently and effectively with all our local, regional, state and federal partners during this extremely challenging time to protect and obtain valuable transportation funds for the County through various sources.

Budget Summary

TAM's annual budget provides reasonable estimates for revenues and expenditures expected for the upcoming fiscal year. TAM's total expected revenue for FY2020-21 is \$43.26 million and total expected expenditure is \$57.56 million. Revenues are presented in the budget by the source of funds, while expenditures are presented by seven main spending categories.

Please note that as a funding agency that collects the Measure A/AA ½-Cent Transportation Sales Tax, the Measure B \$10 Vehicle Registration Fee, as well as a few other small fund sources with advance payments, having budgeted expenditure over its budgeted revenues is not an alarming financial situation for TAM. When budgeted expenditures exceeds budgeted revenues in certain years, it simply means that TAM and its partner agencies are using prior year accumulated fund balances to deliver more projects and programs in that particular year.

[FY2020-21 Revenue Overview](#)

As a transportation planning and funding agency, as well as the administrator of the Measure A/AA ½-Cent Transportation Sales Tax and the Measure B \$10 Vehicle Registration fee, the suite of funding sources TAM has to manage is complex. In FY2020-21, TAM is expecting a total of \$43.26 million in revenue. Table 1 and Chart 1 illustrate TAM's various revenue sources by funding sources.

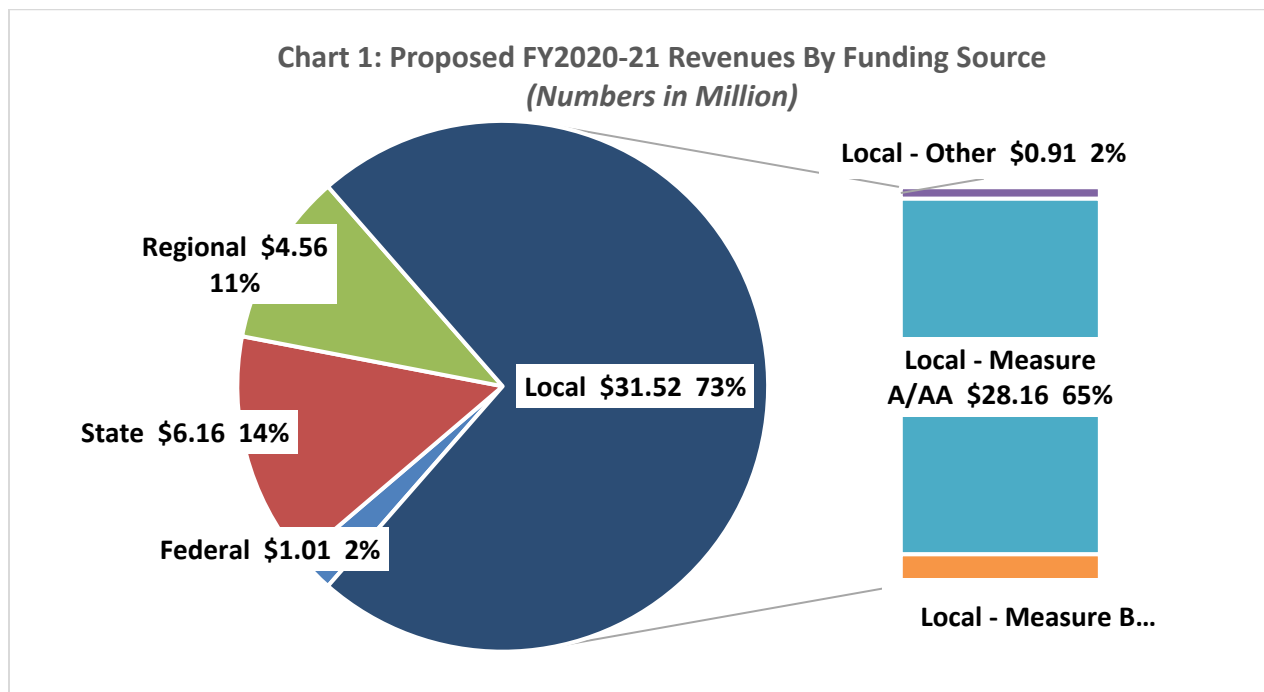
In addition to all revenue sources listed in Table 1, TAM is also hoping to receive Regional Measure 3 (RM3) funds in the upcoming year. A total of \$255 million was expected to be available to support two of the highest priority projects in Marin that TAM manages directly when RM3 was approved by the voters in June 2018, with \$135 million for the Northbound (NB) US-101 to Eastbound (EB) I-580 Direct Connector Project and \$120 million for the Marin-Sonoma Narrows (MSN) Project. However, as of now, the RM3 funds are still inaccessible due to

ongoing litigation against the measure. Staff will continue to keep the Board apprised of the RM3 legal situation and will bring the necessary revisions to the budget for approval once the RM3 funds become available.

Table 1: TAM FY2020-21 Proposed Budget – Revenue

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Estimated Actual	FY2020-21 Proposed Budget
<i>Beginning Balance</i>	<i>39,933,631</i>	<i>45,846,816</i>	<i>45,846,816</i>	<i>39,191,277</i>
REVENUE				
Measure A/AA Sales Tax Revenue	28,976,082	27,500,000	27,500,000	27,500,000
Measure B VRF Revenue	2,417,118	2,400,000	2,420,000	2,420,000
Cities/Towns and County Contribution	558,999	559,000	558,999	500,000
Interest Revenue	1,075,683	910,000	1,050,237	731,967
MTC STP/CMAQ Planning Fund and OBAG Grants	698,619	1,039,487	769,591	969,646
MTC Regional Measure 2 Fund	4,201,449	5,528,889	28,000	4,276,767
Marin Transportation For Clean Air Funding	364,537	363,000	375,093	373,000
Regional TFCA Competitive Grant	-	283,637	-	283,637
State STIP PPM Fund	173,038	160,813	144,617	198,575
STIP/RTIP/ITIP Funds/SB1 Local Partnership	210,336	373,500	49,999	1,480,697
Federal STP Fund	1,492,479	600,000	467,522	40,000
Caltrans Bus On Shoulder Grant	-	88,000	30,000	288,000
Realized Highway 101 ROW Excess Fund	391,537	4,349,000	-	4,196,000
Expired Revenue Line Items	47,474	666,091	643,938	-
<i>Total Revenue Available</i>	<i>40,607,350</i>	<i>44,821,417</i>	<i>34,037,996</i>	<i>43,258,289</i>

The funding generated by all the voter-approval Expenditure Plans illustrates how important local revenues are to the transportation future of Marin County. As you can see in Chart 1, for FY2020-21, more than 70.7% of the revenue that TAM expects is from voter approved local measures, with 65.1% Measure A/AA ½-Cent Sales Tax revenue, 5.7% Measure B VRF revenue.



Measure AA ½-Cent Transportation Sales Tax Revenue

The voters' strong approval of Measure AA, the 30-year extension of the Measure A ½-Cent Transportation Sales Tax, in November 2018, marked the end of the collection of Measure A revenue on March 31, 2019 and launched the start of Measure AA revenue collection on April 1, 2019.

At the April 23, 2020 TAM Board meeting, staff recommended and the TAM Board approved the \$27.5 million revenue level for the Measure A/AA 1/2-Cent Transportation Sales Tax for FY2020-021, with the understanding that even though the recommended \$27.5 million does reflect a mild recession with close to 5% revenue drop in FY2020-21, further reduction of the revenue level may be necessary since it has been evident that the speed and magnitude of the COVID-19 induced economic damage is simply unprecedented. TAM staff, along with staff of other public agencies and various financial/economic analysis support teams, are working diligently to try to have a better understanding of the revenue situation. However, a reasonable assessment of the final revenue impact is simply not possible while the containment timeline of COVID-19 is still not clear. On the other hand, with TAM's ongoing prudent fiscal and funding practice and the current reserve level under the Measure A/AA 1/2-Cent Transportation Sales Tax program, staff is comfortable moving forward with the \$27.5 million revenue level for the development of the FY2020-21 TAM Annual Budget.

Measure B \$10 Vehicle Registration Fee Revenue

Budgeted Measure B revenue for the current year is \$2.40 million. Staff believes that actual revenue will be close to \$2.42 million and recommended and the TAM Board approved the \$2.42 million budget level for FY2020-21 at the April 23, 2020 TAM Board meeting.

City/Town/County CMA Fee Contribution

Expected revenue from the City/Town and County CMA contribution will be \$500,000 for FY2020-21 as agreed by all local jurisdictions. This is down slightly from the FY2019-20 amount of \$559,000, however that amount had been increased from \$430,000 for a period of five years. The amount for FY2020-21 was set in recognition of the budget pressures many cities expect to face due to the COVID crisis and based on discussion of work priorities.

MTC STP/CMAQ Planning and OBAG Grant Funds

TAM received a share of planning funds consistent with recent years through the MTC One Bay Area Grants (OBAG) Cycle 2 process. The current fund agreement with MTC covers the core CMA staffing and planning function needs. It's a 10-year agreement which provides fund from FY2017-18 to FY2026-27. These revenue items are reimbursement based. About \$0.97 million in revenue is expected for this line item based on the work planned. The total realized revenue will depend on actual programming and project expenditures in FY2020-21.

Regional Measure 2 Revenue

TAM expects a total of \$4.28 million in Regional Measure 2 (RM2) funds for the work related to the North/South Greenway project. Funding will be used for construction management/support and construction of the Northern Segment.

Transportation Funding for Clean Air

TAM receives 40% of the TFCA fund, a \$4 statewide vehicle registration fee, as Marin's local share every year. This fund is collected and distributed to TAM in advance every year. Based on the actual revenue received for FY2019-20, a total of \$0.37 million is estimated for FY2020-21.

In FY2020-21, TAM is also expecting \$0.28 million in TFCA funds from the 60% regional share that the Bay Area Air Quality Management District (BAAQMD) receives and then distributes to qualified projects/programs in the

region through its grant process. TAM was awarded this grant through a competitive grant application process for the construction of the Northern Segment of the North/South Greenway project.

State STIP PPM Fund

About \$0.20 million STIP/PPM funds is expected to be spent and reimbursed in FY2020-21 for STIP Planning, Programming and Monitoring related activities, mostly staff support.

STIP/RTIP/ITIP Funds/SB1 Local Partnership

A total of \$0.48 million is expected to be spent and reimbursed with STIP/RTIP funds for Highway 101 Gap Closure Mitigation projects in FY2020-21.

Staff also is recommending a total of \$1.74 million of SB 1 Local Partnership formula funds for the Bellam Boulevard Off-Ramp Project, of which \$1.0 million is expected to be spent in FY2020-21, pending the TAM Board's approval at its May Board meeting.

Caltrans Bus on Shoulder Grant

TAM staff received a grant from Caltrans for the Bus on Shoulder Feasibility Study, which is expected to be complete in FY2020-21. About \$288,000 will be spent and reimbursed on the study in FY2020-21.

Realized Highway 101 ROW Excess Fund

TAM programmed \$3.13 million of the total \$6.80 million of the excess right of way sale proceeds from the Highway 101 Gap Closure Project as part of the OBAG 2 process to various projects, and the remaining \$3.67 million to the Marin-Sonoma Narrows (MSN) Project. A total of \$4.20 million is expected to be spent in FY2020-21, including \$526,000 of the \$3.13 million programmed and all the \$3.67 million allocated to the MSN Project.

FY2020-21 Expenditure Overview

In FY2020-21, with the support and cooperation of our federal, state, regional and local partners, TAM is expected to deliver a total of \$57.56 million in projects, programs and services under the major spending categories of the agency: Administration; Professional Services, Measure A Sales Tax Programs/Projects; Measure AA Sales Tax Programs/Projects; Measure B VRF Programs; Interagency Agreements and TFCA Programs and Projects.

Administration

Proposed FY2020-21 total expenditures under the Administration Category is \$3.24 million, which is \$265,411 (8%) lower than the FY2019-20 budgeted amount, and \$68,618 (2%) lower than the FY2019-20 estimated actual as of May 2020. The majority of the savings are due to no additional contribution to the CalPERS Pension and Other Post-Employment benefits (OPEB) Section 115 Trusts, as is recommended in FY2020-21. There is also small savings of salary and benefit costs in FY2020-21 since there was a close to 2-month transition period that both the retired Executive Director and the current Executive Director were on the payroll in the current year.

Table 2.1: TAM FY2019-20 Proposed Budget – Expenditure/Administration

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Estimated Actual	FY2020-21 Proposed Budget
Salaries & Benefits	2,418,688	2,600,596	2,601,138	2,587,655
Office Lease	252,769	260,000	263,446	265,000
Agencywide IT and Computer Equipment Upgrade	7,773	10,000	4,652	10,000
Equipment Purchase/Lease	9,051	10,000	8,848	10,000
Telephone/Internet/ Web Hosting Services	22,743	25,000	23,347	25,000
Office Supplies	24,558	31,000	27,299	31,000
Updates and Technical Support for TAM Website	16,123	20,000	12,405	21,000
Insurance	9,512	11,000	10,496	12,000
Financial Audit	12,000	20,000	18,000	20,000
Legal Services	56,856	80,000	30,480	45,000
Document/Video/Marketing Material Production	22,141	45,000	37,273	45,000
Memberships	18,410	25,000	19,706	17,500
Travel/Meetings/Conferences	27,415	40,000	30,993	31,500
Professional Development	6,218	8,000	2,576	5,000
Human Resources/Board Support	28,209	60,000	10,182	35,000
Information Technology Support	30,512	45,000	32,683	45,000
Annual Support & Upgrade of Financial System	8,623	10,000	4,640	10,000
Misc. Expenses	5,633	15,000	10,640	22,000
Expired Expenditure Line Items	401,470	187,470	157,470	-
Subtotal, Administration	3,378,704	3,503,066	3,306,274	3,237,655

[FY2020-21 Staffing Level and Salary & Benefit Costs](#)

TAM currently has a total of 12.8 full-time equivalent (FTE) positions as shown in Chart 2: TAM Organization Chart. With the implementation of all the new projects/programs under Measure AA, TAM expects increases in workload. However, considering the revenue uncertainties the agency is experiencing due to COVID-19, staff recommends keeping the same staff level in FY2020-21. Assuming no staff turnover for the upcoming year, total salary and benefit costs expected for FY2020-21 is about \$2.59 million.

[2020 Cost of Living Adjustment](#)

Starting with the FY2016-17 budget cycle, the TAM Board approved the first 3% COLA for the agency staff since 2004. As part of the FY2016-17 budget review and approval process, the TAM Board also agreed to consider the approval of COLA adjustments during the review of each budget cycle, and subsequently approved three additional 3% COLA adjustments during the FY2017-18, FY2018-19 and FY2019-20 budget approval processes.

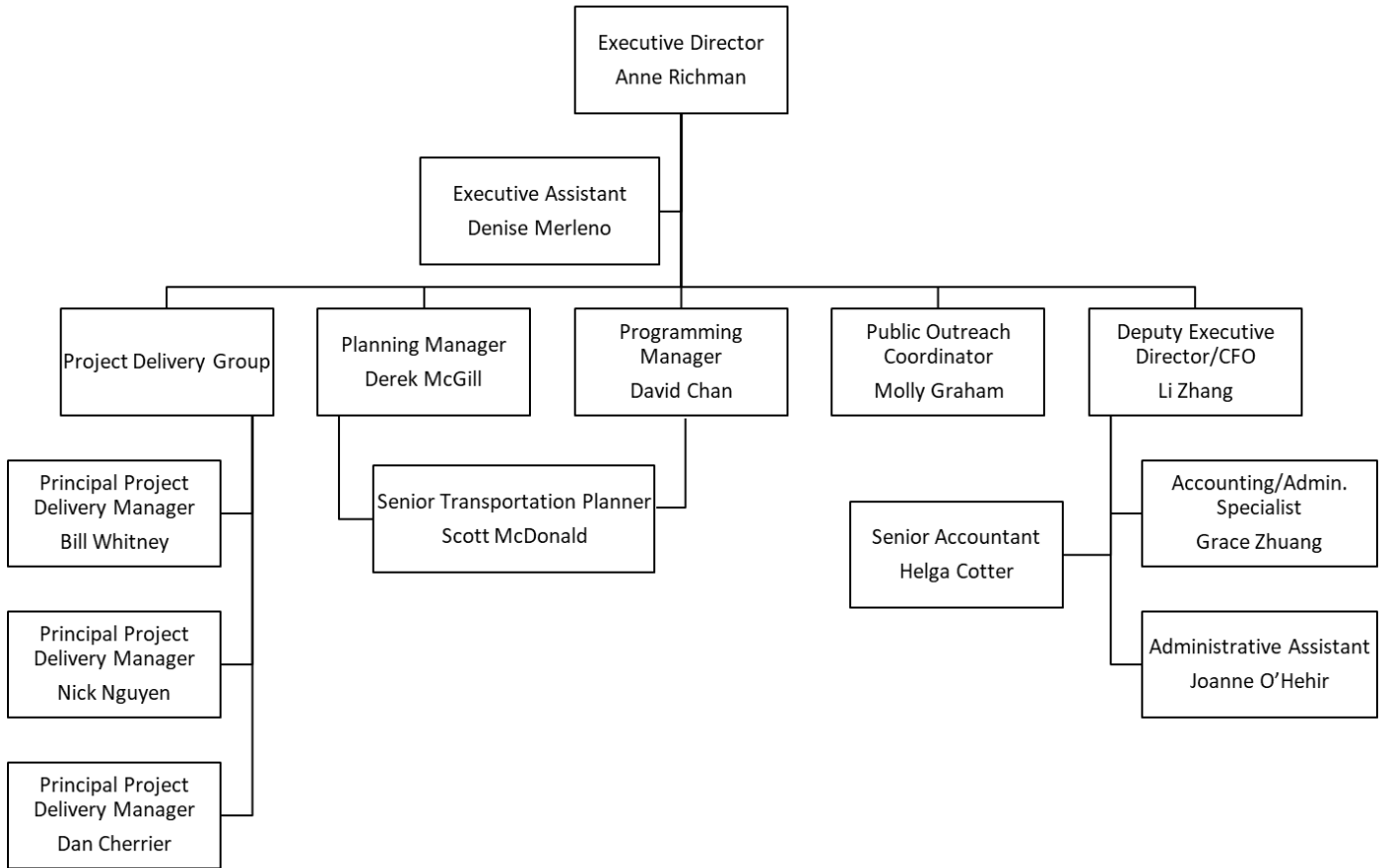
According to the data released by the Bureau of Labor Statistics, as of March 2020, the Consumer Price Index (CPI) for the San Francisco Bay Area is up 2.9% from a year ago. However, with the COVID-19 crisis and the abrupt short-term revenue reduction and potential long-term revenue base damage, staff discussed and all agreed that it's not in the best interest of the agency to request the TAM Board to review and approve a COLA increase during this budget cycle.

[2020 Holiday Benefit Adjustment](#)

TAM currently observes 10 paid holidays every year. Of the 12 agencies that TAM uses as comparable agencies during its ongoing benefit review and comparison process, 11 have more than 10 days of paid holidays, from 10.5 days to 12 days. Staff would like to recommend the TAM Board approve December 24 as an additional paid

holiday for TAM employees annually. This recommended benefit change will have no direct increase to TAM’s overall salary and benefit cost.

**Chart 2: Transportation Authority of Marin Organization Chart
(As of May 2020)**



Please note that Chief Financial Officer Li Zhang currently also services as the Deputy Executive Director role as part of TAM’s deputy rotation plan.

Professional Services

The proposed FY2020-21 expenditure level for the Professional Services Category is \$1.88 million, which is \$1,152,000 (38%) lower than the FY2019-20 budgeted amount, and \$357,979 (16%) lower than the FY2019-20 estimated actual as of May 2020. TAM is finishing up various capital projects, including MSN Project segments, and will continue the work on a suite of projects/programs in FY2020-21.

Table 2.2: TAM FY2020-21 Proposed Budget – Expenditure/Professional Services

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Estimated Actual	FY2020-21 Proposed Budget
Bellam Blvd 101 Off-ramp Improvements - Design & ROW	234,948	420,000	160,000	837,000
CMP Update/Traffic Monitoring	110,475	60,000	32,449	100,000
Travel Model Maintenance & Update	191,652	80,000	60,294	10,000
Traffic Monitoring and Reporting	5,000	25,000	-	25,000
Project Management Oversight	238,792	300,000	59,000	180,000
HOV Gap Closure Mitigation - Brookdale /Maintenance	6,000	6,000	3,000	5,500
State Legislative Assistance	40,250	42,000	42,000	42,000
Financial Advisor Services	15,248	30,000	38,143	20,000
North-South Greenway Gap Closure / PS&E & CM	563,712	400,000	400,000	325,000
Public Outreach Service Support	20,500	30,000	25,000	30,000
CMFC Onsite Re-Vegetation Mitigation Monitoring and Reporting	1,858	2,500	3,388	5,000
Bus On Shoulder Feasibility Study		100,000	20,000	288,000
Consulting Pool	10,000	25,000	7,749	10,000
Expired Expenditure Line Items	2,777,940	1,509,000	1,384,456	-
Subtotal, Professional Services	4,216,375	3,029,500	2,235,479	1,877,500

Measure A Sale Tax Programs/Projects

The approval of the Measure AA ½-Cent Transportation Sales Tax Expenditure Plan by the Marin voters in November 2018 marked the end of Measure A revenue collection as of March 31, 2019. However, many of the Measure A projects/programs will continue with the fund balance accumulated over the years. For this reason, both the Measure A and AA Sales Tax Program/Projects will be included in TAM’s annual budget for the next few years. In addition to the small prior to April 1, 2019 sales tax collection adjustment, a total of \$1.75 million of Measure A reserve funds will be released in FY2020-21 and be available under each of the strategies for funding recipients to access.

Marin Transit, the sole recipient under Strategy 1 of Measure A and Category 4 of Measure AA, is expected to request a total of \$14.97 million in FY2020-21 for its operation and capital needs. With the transition from Measure A to AA, for transit needs that are eligible under both Measure A and AA, TAM will apply the request to Marin Transit’s carryover under Measure A first, then the balance will be applied to new Measure AA funding.

Table 3: Preliminary Marin Transit FY2020-21 Measure A/AA Funding Request

	MT Request	Measure A	Measure AA
Local Bus Transit Service	8,999,994	944,535	8,055,459
Rural Bus Transit System	591,379	27,059	564,320
Special Needs Transit Services	2,065,497	134,574	1,930,923
School Transit Service	1,200,000	-	1,200,000
Bus Transit Facilities	2,109,915	68,887	2,041,028
Total	14,966,785	1,175,055	13,791,730

Under Strategy 3, \$6.00 million is budgeted to meet the reimbursement needs of active Major Road projects, and \$250,600 of Measure A reserve fund is budgeted to be distributed to local jurisdictions for Local Streets and Roads projects.

Under Strategy 4, \$532,500 is set aside for the Safe Routes to Schools Education and Encouragement programs, \$79,500 for crossing guard services and crossing guard count services, and \$1.00 million for Safe Pathways plan development and capital project cost reimbursements.

Table 2.3: TAM FY2020-21 Proposed Budget – Expenditure/Measure A Sales Tax Programs/Projects

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Estimated Actual	FY2020-21 Proposed Budget
Bike/Ped Path Maintenance	57,314	100,000	92,000	60,000
Strategy 1 - Transit	14,060,599	5,284,100	5,379,072	1,175,000
<i>Strategy 1.1 - Local Bus Transit Service</i>	<i>10,083,681</i>	<i>2,015,600</i>	<i>2,015,572</i>	<i>944,500</i>
<i>Strategy 1.2 - Rural Bus Transit System</i>	<i>923,549</i>	<i>-</i>	<i>-</i>	<i>27,000</i>
<i>Strategy 1.3 - Special Needs Transit Services</i>	<i>2,269,798</i>	<i>-</i>	<i>-</i>	<i>134,500</i>
<i>Strategy 1.4 - Bus Transit Facilities</i>	<i>783,571</i>	<i>3,268,500</i>	<i>3,363,500</i>	<i>69,000</i>
Strategy 3 - Local Transportation Infrastructure	4,609,022	6,243,544	2,993,544	6,250,600
<i>Strategy 3.1 - Major Roads</i>	<i>1,341,410</i>	<i>3,800,000</i>	<i>550,000</i>	<i>6,000,000</i>
<i>Strategy 3.2 - Local Streets and Roads</i>	<i>3,267,612</i>	<i>2,443,544</i>	<i>2,443,544</i>	<i>250,600</i>
Strategy 4 - Safer Access to Schools	2,342,669	2,151,000	1,705,825	1,612,000
<i>Strategy 4.1 - Safe Routes to Schools</i>	<i>692,086</i>	<i>550,000</i>	<i>875,000</i>	<i>532,500</i>
<i>Strategy 4.2 - Crossing Guards</i>	<i>1,261,071</i>	<i>350,000</i>	<i>325,000</i>	<i>79,500</i>
<i>Strategy 4.3 - Safe Pathways To School</i>				
<i>Safe Pathway Capital Projects</i>	<i>389,512</i>	<i>1,251,000</i>	<i>505,825</i>	<i>1,000,000</i>
Expired Expenditure Line Items	779,581	330,000	6,000	-
Subtotal, Measure A Programs/Projects	21,849,185	14,108,644	10,176,441	9,097,600

Measure AA Sale Tax Programs/Projects

Staff is excited to start the implementation of the projects/programs under Measure AA while continuing the delivery of the projects/programs under Measure A and managing the transition of projects/programs eligible under both expenditure plans. Due to the typical uncertainties associated with budgeting and project/program delivery, it will be hard to split the expenditures under Measure A and AA for the project/programs that are eligible for both Measure A and AA. The split is estimated based on current available information and may change during the budget year. Staff will monitor the progress of all spending closely and adjust the split when necessary during the year.

Under Category 1, Reduce Congestion, a total of \$3.75 million of work is planned for FY2020-21, including \$1.2 million to support MSN Phase 2 HOV Lane right of way, utility relocation and design work, \$1.3 million for the

Project Initiation Document (PID) & Project Approval and environmental Document (PA&ED) of the 580/101 Director Connector, \$1.20 million for studies related to interchange enhancements, and \$50,000 for traffic demand management.

Under Category 2, Local Transportation Infrastructure, TAM will release \$4.62 million in local roads funds estimated to be collected in FY2019-20, and expects to spend \$800,000 on Safe Pathways, \$50,000 on sea-level rise and \$50,000 on innovative technology study and support. Staff will bring those two new programs to the TAM Board for thorough discussions in the near future.

Under Category 3, Safer Access to Schools, \$2.80 million is expected to be needed under Measure AA after fully spending the funds under Measure A. These funds will be spent on Safe Routes to Schools Education and Encouragement programs (\$501,000), the Crossing Guard program (\$1.99 million), and the Safe Pathway Capital projects (\$300,000).

Under Category 4, Transit, as illustrated under the Measure A Strategy 1 section, \$13.79 million of Marin Transit’s total \$14.97 million requested amount for FY2020-21 will be applied under Measure AA. Golden Gate Transit also is expected to claim its share of \$111,000 to support local access to ferry services and regional transit.

Table 2.4: TAM FY2020-21 Proposed Budget – Expenditure/Measure AA Sales Tax Programs/Projects

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Estimated Actual	FY2020-21 Proposed Budget
Measure A/AA Compliance Audit	-	-	14,500	20,000
<u>Category 1: Reduce Congestion</u>	-	4,600,000	3,400,000	3,750,000
<i>Category 1.1 - Completion of Marin-Sonoma Narrows MSN Phase 2 HOV Lane ROW/Utility Relocation & Design</i>	-	2,800,000	2,500,000	1,200,000
<i>Category 1.2 - Match for Completion of 101/580 Direct Connector</i>	-	-	-	-
<i>580/101 Direct Connector Project PID & PAED</i>	-	1,400,000	700,000	1,300,000
<i>Category 1.3 - Enhance Interchanges</i>	-	350,000	200,000	1,200,000
<i>Category 1.4 - Transportation Demand Management</i>	-	50,000	-	50,000
<u>Category 2: Local Transportation Infrastructure</u>	-	2,190,425	1,449,425	5,521,957
<i>Category 2.1 - Local Roads</i>	-	1,349,425	1,349,425	4,621,957
<i>Category 2.2 - Safe Pathways</i>	-	650,000	100,000	800,000
<i>Category 2.3 - Sea Level Rise</i>	-	50,000	-	50,000
<i>Category 2.4 - Innovative Technology</i>	-	141,000	-	50,000
<u>Category 3: Safer Access to Schools</u>	-	1,940,000	910,000	2,791,000
<i>Category 3.1 - Safe Routes to Schools</i>	-	400,000	-	501,000
<i>Category 3.2 - Crossing Guards</i>	-	1,340,000	710,000	1,990,000
<i>Category 3.3 - Safe Pathway Capital Projects</i>	-	200,000	200,000	300,000
<u>Category 4: Transit</u>	182,971	13,627,856	13,965,817	13,902,730
<i>Category 4.1 - Local Bus Transit Service</i>	-	7,584,400	7,800,000	8,055,459
<i>Category 4.2 - Rural Bus Transit Service</i>	66,451	948,639	900,000	564,320
<i>Category 4.3 - Special Needs Transit Service</i>	116,520	2,809,000	2,800,000	1,930,923
<i>Category 4.4 - School Transit Service</i>	-	1,120,000	1,300,000	1,200,000
<i>Category 4.5 - Bus Transit Facilities</i>	-	1,024,147	1,024,147	2,041,028
<i>Category 4.6 - Expand Access to Transit</i>	-	141,670	141,670	111,000
Subtotal, Measure AA Programs/Projects	182,971	22,358,281	19,739,742	25,985,687

Measure B VRF Programs

All expected programs for the upcoming fiscal year under the Measure B Expenditure Plan are presented under the Measure B VRF Programs category. The expected expenditure level for FY2020-21 is \$2.12 million, much lower than the \$4.64 million budgeted in FY2019-20, mostly due to the release of Element 1.1, Local Streets funds in FY2019-20, which is distributed every three years and not applicable in FY2020-21. For Element 1.2, Bike/Pedestrian Pathways Maintenance, about \$114,000 is programmed and hopefully reimbursed in FY2020-21. Marin Transit is planning to request a total of \$1.08 million under Element 2, Improving Transit for Seniors and People with Disabilities, for FY2020-21. The proposed funding level for Element 3, Reduce Congestion and Pollution, in FY2020-21 is \$0.93 million, which is for a share of the Crossing Guard program, various employer/employee TDM programs under Marin Commutes, and for the alternative fuels/ electric vehicle support programs.

Table 2.5: TAM FY2020-21 Proposed Budget – Expenditure/Measure B VRF Programs

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Estimated Actual	FY2020-21 Proposed Budget
<u>Element 1 - Maintain Local Streets & Pathways</u>	69,724	114,000	80,000	114,000
<i>Element 1.2 - Bike/Ped Pathways</i>	69,724	114,000	80,000	114,000
<u>Element 2 - Seniors & Disabled Mobility</u>	991,414	1,245,000	1,245,000	1,075,000
<i>Element 2.1 - Mobility Management Programs</i>	75,274	140,000	140,000	100,000
<i>Element 2.2 - Paratransit & Low-Income Scholarships</i>	198,289	235,000	235,000	235,000
<i>Element 2.3 - Paratransit Plus</i>	614,766	700,000	700,000	600,000
<i>Element 2.4 - Volunteer Drive & Gap Grant</i>	103,085	170,000	170,000	140,000
<u>Element 3 - Reduce Congestion & Pollution</u>	861,237	870,000	665,715	933,000
<i>Element 3.1 - Safe Routes to School/Street Smart Program</i>	345,000	175,000	175,000	175,000
<i>Element 3.2 - Commute Alternative Programs</i>	294,041	350,000	250,000	413,000
<i>Element 3.3 - Alternative Fuel Vehicle Program</i>	222,196	345,000	240,715	345,000
Expired Expenditure Line Items	-	2,414,821	2,414,821	-
Subtotal, Measure B Programs	1,922,375	4,643,821	4,405,536	2,122,000

Interagency Agreements

The Interagency Agreements category covers fund agreements between TAM and its transportation partners for the implementation of various transportation projects/programs. It includes a total of \$13.95 million for FY2020-21, of which the majority is for contract services and construction related funding agreements with various agencies that will help TAM deliver construction projects, including the North/South Greenway, MSN, the Bellam Blvd Improvements, and the Class IV Bikeway on the I-580 Sir Francis Drake Blvd Off Ramp.

Table 2.6: TAM FY2020-21 Proposed Budget – Expenditure/Interagency Agreements

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Estimated Actual	FY2020-21 Proposed Budget
North-South Greenway (Southern Segment)- County Project Management	15,317	150,000	5,000	25,000
North-South Greenway (Northern Segment) Cooperative Agreement with Caltrans for Construction	-	5,000,000	-	4,000,000
HOV Gap Closure Offsite Landscaping Mitigation Funding Agreement - Caltrans	-	400,000	6,000	400,000
Corte Madera - Tamal Vista Blvd Bike/Ped Improvements	-	526,000	-	526,000
San Anselmo-Hub Reconfiguration Phase I Study	-	309,000	-	309,000
Marin County Rush Creek Hydraulics Study	-	-	-	25,000
San Rafael - Canal Neighborhood CBTP	-	55,000	-	75,000
Caltrans - MSN Phase 2 HOV Lanes ROW and Construction Support	-	3,750,000	80,000	3,670,000
Marin Transit Bus Facility Lease or Purchase Fund Contribution	-	1,100,000	-	1,100,000
North-South Greenway (Northern Segment) Cooperative Agreement with City of Larkspur Design Oversight	-	-	-	50,000
Marin County - Drake/Cole Improvement Project (funded w/Strategy 1.1 funds from Lifeline swap)	-	-	-	68,000
San Rafael - Canal Crosswalk Improvement Project (funded w/Strategy 1.1 funds from Lifeline swap)	-	-	-	248,000
Funding Agreement with County of Marin for Bellam Boulevard Construction and Construction Management	-	3,755,000	17,000	2,000,000
Caltrans - 580/101 Direct Connector PID	-	-	30,000	150,000
BATA - Class IV Bikeway on the I580 Sir Francis Drake Blvd Off Ramp	-	1,300,000	-	1,300,000
Expired Expenditure Line Items	3,976,836	660,000	375,063	-
Subtotal, Interagency Agreements	3,992,153	17,005,000	513,063	13,946,000

TFCA Programs/Projects

This category includes anticipated reimbursement requests for various TFCA capital projects funded by the Marin Local TFCA funding at \$1.01 million, and a regional TFCA grant at \$283,637 for the construction work of the North/South Greenway project.

Table 2.7: TAM FY2020-21 Proposed Budget – Expenditure/TFCA Programs/Projects

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Estimated Actual	FY2020-21 Proposed Budget
North/South Greenway Construction	-	283,637	-	283,637
TFCA - Reimbursement of Various Capital Projects	66,388	768,000	317,000	1,010,000
Subtotal, TFCA Programs/Projects	66,388	1,051,637	317,000	1,293,637

Proposed FY2020-21 Annual Budget by Fund

TAM currently has a total of five major governmental funds. The budget represents the process through which certain policy decisions are made, implemented and controlled by fund. On the other hand, budget authorities can be adjusted during the year according to the budget amendment policy. Also, the legal level of budgetary control by TAM is the total expenditures at the agency level, if the adjustments among the different funds are in compliance with the expenditure requirements of each fund. This section of the budget document provides the details of the FY2020-21 budget at the individual fund level. The budget at the fund level presents the spending priorities in the upcoming fiscal year and provides the specific information by fund.

Measure A Fund Budget

The Measure A Fund accounts for revenues and expenditures for the projects and programs set forth by the voters in the Measure A ½-Cent Transportation Sales Tax Expenditure Plan, approved by Marin voters in November 2004, and further described in the TAM Measure A Strategic Plan, initially adopted in June 2006, and updated on a biennial basis, with annual updates of revenue and expenditure sheets. On April 1, 2019, collection of the Measure A ½-Cent Transportation Sales Tax was replaced by Measure AA, the renewal of the Measure A that was approved by the Marin Voters in November 2018.

Measure AA Fund Budget

The Measure AA Fund accounts for revenues and expenditures for the projects and programs set forth by the voters in Measure AA ½-Cent Transportation Sales Tax Expenditure Plan, approved by Marin voters in November 2018, and further described in the TAM Measure AA Strategic Plan, which will be brought forward to the TAM Board for review and approval as a separate action annually.

Measure B Fund Budget

The Measure B Fund accounts for revenues and expenditures for the projects and programs set forth by the voters in the Measure B Vehicle Registration Fee Expenditure Plan, approved by Marin voters in November 2010, and further described in the TAM Measure B Strategic Plan, initially adopted in July 2011, and updated as needed.

CMA Fund Budget

The CMA Fund accounts for revenues and expenditures for TAM's congestion management activities, primarily the local planning and programming work elements. Major revenue sources for this fund are various federal, state, regional and the City/County Fee revenues.

TFCA Fund Budget

The TFCA fund accounts for revenues and expenditures for the TFCA capital grant TAM receives from the Bay Area Air Quality Management District (BAAQMD). The purpose of the TFCA grant is to fund capital improvements that can contribute to the improvement of air quality, and studies related to the monitoring of air quality control. A discrete amount of TFCA is available for management of the local program.

Table 4: Proposed FY2020-21 Annual Budget - Measure A 1/2-Cent Transportation Sales Tax

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Actual Estimated	FY2020-21 Proposed Budget
<i>Beginning Balance</i>	<u>33,645,375</u>	<u>33,769,786</u>	<u>33,769,786</u>	<u>16,724,093</u>
REVENUE				
Measure A Sales Tax	22,529,582	-	100,000	50,000
Interest Revenue	816,932	500,000	641,775	427,418
<i>Total Revenue Available</i>	<u>23,346,514</u>	<u>500,000</u>	<u>741,775</u>	<u>477,418</u>
EXPENDITURES				
Administration				
Salaries & Benefits	1,029,242	248,049	200,497	50,000
<i>Expired Expenditure Line Items</i>	459,723	606,000	310,445	-
<i>Subtotal, Administration</i>	<u>1,488,965</u>	<u>854,049</u>	<u>510,942</u>	<u>50,000</u>
Professional Services				
Bellam Blvd 101 Off-ramp Improvements - Design & ROW	58,420	250,000	-	687,000
North-South Greenway Gap Closure / PS&E & Services	286,657	400,000	400,000	175,000
<i>Expired Expenditure Line Items</i>	95,564	270,000	8,234	-
<i>Subtotal, Professional Services</i>	<u>440,641</u>	<u>920,000</u>	<u>408,234</u>	<u>862,000</u>
Measure A Sales Tax Programs/Projects				
Bike/Ped Path Maintenance	57,314	100,000	92,000	60,000
Strategy 1 - Transit	<u>14,060,599</u>	<u>5,284,100</u>	<u>5,379,072</u>	<u>1,175,055</u>
<i>Strategy 1.1 - Local Bus Transit Service</i>	<i>10,083,681</i>	<i>2,015,600</i>	<i>2,015,572</i>	<i>944,535</i>
<i>Strategy 1.2 - Rural Bus Transit System</i>	<i>923,549</i>	<i>-</i>	<i>-</i>	<i>27,059</i>
<i>Strategy 1.3 - Special Needs Transit Services</i>	<i>2,269,798</i>	<i>-</i>	<i>-</i>	<i>134,574</i>
<i>Strategy 1.4 - Bus Transit Facilities</i>	<i>783,571</i>	<i>3,268,500</i>	<i>3,363,500</i>	<i>68,887</i>
Strategy 3 - Local Transportation Infrastructure	<u>4,609,022</u>	<u>6,243,544</u>	<u>2,993,544</u>	<u>6,250,600</u>
<i>Strategy 3.1 - Major Roads</i>	<i>1,341,410</i>	<i>3,800,000</i>	<i>550,000</i>	<i>6,000,000</i>
<i>Strategy 3.2 - Local Streets and Roads</i>	<i>3,267,612</i>	<i>2,443,544</i>	<i>2,443,544</i>	<i>250,600</i>
Strategy 4 - Safer Access to Schools.	<u>2,342,669</u>	<u>2,151,000</u>	<u>1,705,825</u>	<u>1,612,000</u>
<i>Strategy 4.1 - Safe Routes to Schools</i>	<i>692,086</i>	<i>550,000</i>	<i>875,000</i>	<i>532,500</i>
<i>Strategy 4.2 - Crossing Guards</i>	<i>1,261,071</i>	<i>350,000</i>	<i>325,000</i>	<i>79,500</i>
<i>Strategy 4.3 - Safe Pathways To School</i>				
<i>Safe Pathway Capital Projects</i>	<i>389,512</i>	<i>1,251,000</i>	<i>505,825</i>	<i>1,000,000</i>
<i>Expired Expenditure Line Items</i>	<i>779,581</i>	<i>330,000</i>	<i>6,000</i>	<i>-</i>
<i>Subtotal, Measure A Programs/Projects</i>	<u>21,849,185</u>	<u>14,108,644</u>	<u>10,176,441</u>	<u>9,097,655</u>
Interagency Agreements				
Marin Transit Bus Facility Lease or Purchase Fund Contribution	-	1,100,000	-	1,100,000
North-South Greenway (Northern Segment) Cooperative Agreement with City of Larkspur Design Oversight	-	-	-	50,000
Marin County - Drake/Cole Improvement Project	-	-	-	68,000
San Rafael - Canal Crosswalk Improvement Project	-	-	-	248,000
<i>Expired Expenditure Line Items</i>	<i>71,661</i>	<i>563,000</i>	<i>351,007</i>	<i>-</i>
<i>Subtotal, Interagency Agreement</i>	<u>71,661</u>	<u>1,663,000</u>	<u>351,007</u>	<u>1,466,000</u>
<i>Total Expenditures</i>	<u>23,850,452</u>	<u>17,545,693</u>	<u>11,446,624</u>	<u>11,475,655</u>
Net Change in Fund Balance	124,411	(17,045,693)	(10,704,849)	(10,998,237)
<i>Ending Balance</i>	<u>33,769,786</u>	<u>16,724,093</u>	<u>23,064,937</u>	<u>5,725,856</u>

Table 5: Proposed FY2020-21 Annual Budget - Measure AA 1/2-Cent Transportation Sales Tax

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Actual Estimated	FY2020-21 Proposed Budget
<u>Beginning Balance</u>	-	5,826,843	5,826,843	4,851,572
REVENUE				
Measure AA Sales Tax	6,446,500	27,500,000	27,400,000	27,450,000
Interest Revenue	3,151	200,000	192,370	231,544
<u>Total Revenue Available</u>	6,449,651	27,700,000	27,592,370	27,681,544
EXPENDITURES				
Administration				
Salaries & Benefits	-	736,990	972,552	1,322,797
Office Lease	-	-	87,575	265,000
Agency IT Related Equipment Upgrade	-	-	2,000	10,000
Equipment Purchase/Lease	-	-	4,771	10,000
Telephone/Internet/ Web Hosting Services	-	-	8,046	25,000
Office Supplies	-	-	13,876	25,000
Updates and Technical Support for TAM Website	-	-	10,037	20,000
Insurance	-	-	-	12,000
Financial Audit	-	-	-	20,000
Legal Services	-	-	10,000	30,000
Document/Video/Marketing Material Production	-	-	7,000	20,000
Memberships	-	-	1,300	5,000
Travel/Meetings/Conferences	-	-	8,417	20,000
Professional Development	-	-	2,000	5,000
Human Resources/Board Support	-	-	800	30,000
Information Technology Support	-	-	11,480	45,000
Annual Support & Upgrade of Financial System	-	-	4,640	10,000
Misc. Expenses	92	-	150	10,000
<u>Subtotal, Administration</u>	92	736,990	1,144,644	1,884,797
Professional Services				
Bellam Blvd 101 Off-ramp Improvements - Design & ROW	176,528	170,000	160,000	150,000
Financial Advisor/Sales Tax Audit Services	-	-	6,152	10,000
Project Management Oversight	-	275,000	25,000	90,000
<i>Expired Expenditure Line Items</i>	<i>293,436</i>	<i>80,000</i>	<i>173,966</i>	<i>-</i>
<u>Subtotal, Professional Services</u>	469,964	525,000	365,118	250,000
Measure AA Sales Tax Programs/Projects				
Measure A/AA Compliance Audit	-	-	14,500	20,000
<u>Category 1: Reduce Congestion</u>	-	4,600,000	3,400,000	3,750,000
<i>Category 1.1 - Completion of Marin-Sonoma Narrows MSN Phase 2 HOV Lane ROW/Utility Relocation & Design</i>		<i>2,800,000</i>	<i>2,500,000</i>	<i>1,200,000</i>
<i>Category 1.2 - Match for Completion of 101/580 Direct Connector 580/101 Direct Connector Project PID & PAED</i>		<i>1,400,000</i>	<i>700,000</i>	<i>1,300,000</i>
<i>Category 1.3 - Enhance Interchanges</i>		<i>350,000</i>	<i>200,000</i>	<i>1,200,000</i>
<i>Category 1.4 - Transportation Demand Management</i>		<i>50,000</i>	<i>-</i>	<i>50,000</i>
<u>Category 2: Local Transportation Infrastructure</u>	-	2,190,425	1,449,425	5,521,957
<i>Category 2.1 - Local Roads</i>		<i>1,349,425</i>	<i>1,349,425</i>	<i>4,621,957</i>
<i>Category 2.2 - Safe Pathways</i>		<i>650,000</i>	<i>100,000</i>	<i>800,000</i>
<i>Category 2.3 - Sea Level Rise</i>		<i>50,000</i>	<i>-</i>	<i>50,000</i>
<i>Category 2.4 - Innovative Technology</i>		<i>141,000</i>	<i>-</i>	<i>50,000</i>
<u>Category 3: Safer Access to Schools</u>	-	1,940,000	910,000	2,791,000
<i>Category 3.1 - Safe Routes to Schools</i>		<i>400,000</i>	<i>-</i>	<i>501,000</i>
<i>Category 3.2 - Crossing Guards</i>		<i>1,340,000</i>	<i>710,000</i>	<i>1,990,000</i>
<i>Category 3.3 - Safe Pathway Capital Projects</i>		<i>200,000</i>	<i>200,000</i>	<i>300,000</i>

**Table 5: Proposed FY2020-21 Annual Budget - Measure AA 1/2-Cent Transportation Sales Tax
(Continued)**

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Actual Estimated	FY2020-21 Proposed Budget
Category 4: Transit	182,971	13,627,856	13,965,817	13,902,730
<i>Category 4.1 - Local Bus Transit Service</i>		7,584,400	7,800,000	8,055,459
<i>Category 4.2 - Rural Bus Transit Service</i>	66,451	948,639	900,000	564,320
<i>Category 4.3 - Special Needs Transit Service</i>	116,520	2,809,000	2,800,000	1,930,923
<i>Category 4.4 - School Transit Service</i>		1,120,000	1,300,000	1,200,000
<i>Category 4.5 - Bus Transit Facilities</i>		1,024,147	1,024,147	2,041,028
<i>Category 4.6 - Expand Access to Transit</i>		141,670	141,670	111,000
Subtotal, Measure AA Programs/Projects	182,971	22,358,281	19,739,742	25,985,687
Interagency Agreements				
Funding Agreement with County of Marin for Bellam Boulevard Construction and Construction Management	-	3,755,000	17,000	1,000,000
Caltrans - 580/101 Direct Connector PID	-	-	30,000	150,000
BATA - Class IV Bikeway on the I580 Sir Francis Drake Blvd Off Ramp	-	1,300,000	-	1,300,000
Subtotal, Interagency Agreement	-	5,055,000	47,000	2,450,000
Total Expenditures	653,027	28,675,271	21,296,504	30,570,484
Net Change in Fund Balance	5,826,843	(975,271)	6,295,865	(2,888,940)
Ending Balance	5,826,843	4,851,572	12,122,708	1,962,632

Table 6: Proposed FY2020-21 Annual Budget - Measure B Vehicle Registration Fee

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Actual Estimated	FY2020-21 Proposed Budget
<u>Beginning Balance</u>	<u>3,228,270</u>	<u>3,872,810</u>	<u>3,872,810</u>	<u>1,854,267</u>
REVENUE				
Measure B Vehicle Registration Fee	2,417,118	2,400,000	2,420,000	2,420,000
Interest Revenue	81,406	75,000	67,241	33,636
<u>Total Revenue Available</u>	<u>2,498,524</u>	<u>2,475,000</u>	<u>2,487,241</u>	<u>2,453,636</u>
EXPENDITURES				
Administration				
Salaries & Benefits	118,350	91,042	87,250	118,985
Office Supplies	79	1,000	100	1,000
Update/Improvements of TAM Website	-	-	263	1,000
Legal Services	4,567	10,000	3,500	5,000
Document/Video/Marketing Material Production	2,377	5,000	5,136	5,000
Travel/Meeting/Conference	2,879	5,000	2,500	5,000
Misc. Expense	1,212	2,000	1,500	2,000
<i>Expired Expenditure Line Items</i>	3,312	-	-	-
<u>Subtotal, Administration</u>	<u>132,776</u>	<u>114,042</u>	<u>100,248</u>	<u>137,985</u>
Measure B Programs				
Element 1 - Maintain Local Streets & Pathways	69,724	114,000	80,000	114,000
<i>Element 1.2 - Bike/Ped Pathways</i>	69,724	114,000	80,000	114,000
Element 2 - Seniors & Disabled Mobility	991,414	1,245,000	1,245,000	1,075,000
<i>Element 2.1 - Mobility Management Programs</i>	75,274	140,000	140,000	100,000
<i>Element 2.2 - Paratransit & Low-Income Scholarships</i>	198,289	235,000	235,000	235,000
<i>Element 2.3 - Paratransit Plus</i>	614,766	700,000	700,000	600,000
<i>Element 2.4 - Volunteer Drive & Gap Grant</i>	103,085	170,000	170,000	140,000
Element 3 - Reduce Congestion & Pollution	861,237	870,000	665,715	933,000
<i>Element 3.1 - Safe Routes to School/Street Smart Program</i>	345,000	175,000	175,000	175,000
<i>Element 3.2 - Commute Alternative Programs</i>	294,041	350,000	250,000	413,000
<i>Element 3.3 - Alternative Fuel Vehicle Program</i>	222,196	345,000	240,715	345,000
<i>Expired Expenditure Line Items</i>	-	2,414,821	2,414,821	-
<u>Subtotal, Measure B Programs</u>	<u>1,922,375</u>	<u>4,643,821</u>	<u>4,405,536</u>	<u>2,122,000</u>
<u>Total Expenditures</u>	<u>2,055,151</u>	<u>4,757,863</u>	<u>4,505,784</u>	<u>2,259,985</u>
Net Change in Fund Balance	644,540	(2,282,863)	(2,018,543)	193,651
<u>Ending Balance</u>	<u>3,872,810</u>	<u>1,589,947</u>	<u>1,854,267</u>	<u>2,047,918</u>

Table 7: Proposed FY2020-21 Annual Budget – CMA

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Actual Estimated	FY2020-21 Proposed Budget
<i>Beginning Balance - Note 1</i>	<u>1,770,058</u>	<u>755,114</u>	<u>755,114</u>	<u>459,107</u>
REVENUE				
Cities/Towns and County Contribution	558,999	559,000	558,999	500,000
Interest Revenue	143,713	100,000	115,507	8,419
MTC STP/CMAQ Planning & OBAG Grant Funds	698,619	1,039,487	769,591	969,646
MTC Regional Measure 2 Fund	4,201,449	5,528,889	28,000	4,276,767
State STIP PPM Fund	173,038	160,813	144,617	198,575
STIP/RTIP/ITIP Funds/SB1 Local Partnership	210,336	373,500	49,999	1,480,697
Federal STP Fund	1,492,479	600,000	467,522	40,000
Caltrans Bus On Shoulder Grant	-	88,000	30,000	288,000
Realized Highway 101 ROW Excess Fund	391,537	4,349,000	-	4,196,000
<i>Expired Revenue Line Items</i>	<i>47,474</i>	<i>666,091</i>	<i>643,938</i>	<i>-</i>
<i>Total Revenue Available</i>	<u>7,917,644</u>	<u>13,464,780</u>	<u>2,808,173</u>	<u>11,958,103</u>
EXPENDITURES				
Administration				
Salaries & Benefits	1,248,275	1,500,990	1,317,396	1,072,053
Office Supplies	14	5,000	1,050	5,000
Legal Services	43,771	40,000	6,500	10,000
Document/Video/Marketing Material Production	13,027	20,000	12,000	20,000
Memberships	12,706	20,000	12,500	12,500
Travel/Meetings/Conferences	8,701	15,000	6,500	6,500
Human Resources/Board Support	13,197	10,000	5,500	5,000
Misc. Expenses	463	3,000	8,081	10,000
<i>Expired Expenditure Line Items</i>	<i>393,896</i>	<i>160,470</i>	<i>157,470</i>	<i>-</i>
<i>Subtotal, Administration</i>	<u>1,734,050</u>	<u>1,774,460</u>	<u>1,526,997</u>	<u>1,141,053</u>
Professional Services				
CMP Update/Traffic Monitoring	110,475	60,000	32,449	100,000
Travel Model Maintenance & Update	191,652	80,000	60,294	10,000
Traffic Monitoring and Reporting	5,000	25,000	-	25,000
Project Management Oversight	238,792	25,000	34,000	90,000
HOV Gap Closure Mitigation - Brookdale /Maintenance	6,000	6,000	3,000	5,500
State Legislative Assistance	40,250	42,000	42,000	42,000
Financial Advisor Services	15,248	30,000	31,991	10,000
North-South Greenway Gap Closure / PS&E & CM Services	277,055	-	-	150,000
Public Outreach Service Support	20,500	30,000	25,000	30,000
CMFC Onsite Re-Vegetation Mitigation Monitoring and Reporting	1,858	2,500	3,388	5,000
Bus On Shoulder Feasibility Study		100,000	20,000	288,000
Consulting Pool	10,000	25,000	7,749	10,000
<i>Expired Expenditure Line Items</i>	<i>2,388,940</i>	<i>1,159,000</i>	<i>1,202,256</i>	<i>-</i>
<i>Subtotal, Professional Services</i>	<u>3,305,770</u>	<u>1,584,500</u>	<u>1,462,127</u>	<u>765,500</u>

**Table 7: Proposed FY2020-21 Annual Budget – CMA
(Continued)**

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Actual Estimated	FY2020-21 Proposed Budget
Interagency Agreements				
North-South Greenway (Southern Segment)- County Project Management	15,317	150,000	5,000	25,000
North-South Greenway (Northern Segment) Cooperative Agreement with Caltrans for Construction	-	5,000,000	-	4,000,000
HOV Gap Closure Offsite Landscaping Mitigation Funding Agreement - Caltrans	-	400,000	6,000	400,000
Corte Madera - Tamal Vista Blvd Bike/Ped Improvements	-	526,000	-	526,000
San Anselmo-Hub Reconfiguration Phase I Study	-	309,000	-	309,000
Marin County Rush Creek Hydraulics Study	-	-	-	25,000
San Rafael - Canal Neighborhood CBTP	-	55,000	-	75,000
Caltrans - MSN Phase 2 HOV Lanes ROW and Construction Support	-	3,750,000	80,000	3,670,000
Funding Agreement with County of Marin for Bellam Boulevard Construction and Construction Management				1,000,000
<i>Expired Expenditure Line Items</i>	<i>3,905,175</i>	<i>97,000</i>	<i>24,056</i>	<i>-</i>
Subtotal, Interagency Agreements	3,920,492	10,287,000	115,056	10,030,000
<u>Total Expenditures</u>	<u>8,960,311</u>	<u>13,645,960</u>	<u>3,104,180</u>	<u>11,936,553</u>
Net Change in Fund Balance	(1,014,944)	(181,180)	(296,007)	21,551
Ending Balance	755,114	573,934	459,107	480,658

Table 8: Proposed FY2020-21 Annual Budget – TFCA

	FY2018-19 Actual	FY2019-20 Final Budget	FY2019-20 Actual Estimated	FY2020-21 Proposed Budget
<i>Beginning Balance</i>	<u>1,289,928</u>	<u>1,622,263</u>	<u>1,622,263</u>	<u>1,228,739</u>
REVENUE				
Marin Transportation For Clean Air Funding	364,537	363,000	375,093	373,000
Regional TFCA Competitive Grant	-	283,637	-	283,637
Interest Revenue	30,481	35,000	33,344	30,950
<i>Total Revenue Available</i>	<u>395,018</u>	<u>681,637</u>	<u>408,437</u>	<u>687,587</u>
EXPENDITURES				
Administration				
Salaries & Benefits	22,821	23,525	23,443	23,821
<i>Subtotal, Administration</i>	<u>22,821</u>	<u>23,525</u>	<u>23,443</u>	<u>23,821</u>
TFCA Programs/Projects				
North/South Greenway Construction	-	283,637	-	283,637
TFCA - Reimbursement of Various Capital Projects	66,388	768,000	317,000	1,010,000
<i>Subtotal, Other Capital Expenditures</i>	<u>66,388</u>	<u>1,051,637</u>	<u>317,000</u>	<u>1,293,637</u>
<i>Total Expenditures</i>	<u>89,209</u>	<u>1,075,162</u>	<u>340,443</u>	<u>1,317,458</u>
Net Change in Fund Balance	332,335	(393,525)	67,994	(629,870)
<i>Ending Balance</i>	<u>1,622,263</u>	<u>1,228,739</u>	<u>1,690,257</u>	<u>598,869</u>

FY2020-21 Appropriation Limit

Per Article XIII B of California State Constitution, all State and local governments, including any city and county, school district, special district, authority, or other political subdivision of or within in the State, are subject to the appropriations limitation imposed by Proposition 4 (1979) and later amended by Proposition 111 (1990). The appropriations limit only applies to those revenues defined as “proceeds of taxes”, which in TAM’s case, is the sales tax revenue and its interest revenues generated by the Measure A/AA ½-Cent Transportation Sales Tax.

TAM Ordinance 2018-01, the ordinance that adopted the Measure AA ½-Cent Transportation Sales Tax Expenditure Plan, set the FY2019-20 appropriation limit for the sales tax at \$70 million, to be adjusted annually based on two factors: change in the cost of living and population of the County. The appropriation limit for FY2020-21 is \$74.98 million.

FY2020-21 Work Plans by Function

TAM's mission is to make the most of Marin County transportation dollars and create an efficient and effective transportation system that promotes mobility and accessibility by providing a variety of high quality transportation options to all users. The following functions help the agency to carry out this mission:

- Administration & Finance
- Public Information and Outreach
- Planning and Program Management
- Programming & Legislation
- Project Management and Delivery

As the CMA for the County, TAM works closely with all local jurisdictions as well as all other partners in the region to plan, coordinate and deliver a wide range of transportation projects and programs. TAM serves as a coordinating agency representing Marin and its local transportation needs with local, regional, state and federal agencies, making sure Marin's needs are heard through various processes while working cooperatively with other agencies on projects/programs with regional significance. Ongoing general coordination activities are highlighted below:

- Participate and contribute to various ongoing meetings representing TAM on pertinent issues, such as the Marin Public Works Association (MPWA), MTC's Project Delivery Working Group (PDWG) and Partnership Technical Advisory Committee (PTAC), and Regional Transportation Planning Agencies (RTPA);
- Communicate with jurisdictions about funding opportunities and provide grant application support;
- Representing TAM and TAM member agencies on transportation matters to the public, other governmental agencies, community groups and transportation organizations;
- Coordinate and participate with local jurisdictions and other counties on local and regional transportation planning activities, including new mobility programs, climate action planning and sea level rise planning;
- Provide localized communication support for regional, state and federal projects and programs in Marin County;
- Coordinate with Caltrans and state efforts including corridor planning, active transportation plans, sea level rise and vulnerability programs, greenhouse gas emissions, capital project development, and other transportation related topics;
- Monitor legislation and coordinate with partner agencies to support measures that enhance transportation projects, programs and funding.

Detailed work plans for all major functions are included as follows.

Administration & Finance Function:

Under the direction of the Executive Director, administers TAM's administrative and financial functions and activities; oversees and administers agency financial and accounting systems for both direct disbursement of sales tax as well as payment through grants of funds by other agencies; performs all related financial analyses and work including managing the preparation of TAM's financial statements, TAM's strategic plan, annual budget, and other regular financial reports; analyzes benefit packages to ensure appropriate level of benefits and cost-effective plans; manages finance, human resources, and information technology consulting teams including providing direction and managing contracts; assists in managing the daily operations and administration for the Agency; performs other related duties as assigned.

Highlights of FY2020-21 Work Items

Major Ongoing Work Items:

- ✓ Continue to effectively and timely support the TAM Board and committees, as well as the Citizens' Oversight Committee;
- ✓ Monitor the economic condition and various revenue sources and explore options for the agency and our funding recipients to weather the recession;
- ✓ Conduct cash flow and funding analyses of major capital projects and explore financial tools to meet the cash flow of projects needs
- ✓ Continue to improve the agency's financial and payroll system and propose improvements to further increase workflow efficiency.

Expected to be Delivered Work Items:

- ✓ Office Lease Extension/Relocation – Expected to be Determined by July/August 2020;
TAM's office lease at its current location will expire on October 30, 2020. Staff is evaluating various options, including extending the lease at current location or moving to a different location.
- ✓ IT System Upgrade – Expected to be Completed by August 2020.
In the effort to upgrade agency systems and better prepare the agency for future events, such as the PSPS and the COVID-19 shelter in place order, TAM evaluated and will improve/redesign its IT system to allow more modern data storage and easy and efficient remote work abilities.

Public Information and Outreach Function:

Under the direction of the TAM Board and Executive Director, the Public Information and Outreach Unit manages TAM's public information, stakeholder engagement, media relations, and project-related meetings and events.

Highlights of FY2020-21 Work Items

Major Ongoing Work Items:

- ✓ Support communication of TAM's projects and programs, coordinate media communication, public outreach activities, meetings and events;
- ✓ Create public information material such as factsheets, website content, press releases, social media and the TAM Traveler newsletter;
- ✓ Coordinate with the Executive Director to advise the TAM Board Chairperson/Vice-Chairperson and TAM staff on stakeholder and media relations;
- ✓ Manage proactive communication with the public, community interest groups, agency partners, and the media;
- ✓ Maintain and update content on TAM's public information channels such as the TAM website and share TAM's communication materials with agency and community partners.

Expected to be Delivered Work Items:

- ✓ Support outreach for key initiatives, including the Highway 101 Interchange Studies, the Bus on Shoulder feasibility study, Marin Commutes, the Alternative Fuels Program and the Regional Bikeshare Program;
- ✓ Conduct extensive public engagement efforts for major capital improvement programs, including Marin-Sonoma Narrows, the North/South Greenway Gap Closure, the Bellam Boulevard widening and the Highway 101-580 Direct Connector;
- ✓ Support outreach efforts for agency partner projects in Marin, including Ramp Metering, the Sir Francis Drake Rehabilitation project, Safe Pathways projects and other TAM funded transportation improvement projects;
- ✓ Coordinate with the media and community partners to provide timely information regarding TAM's projects, programs and funding allocations.

Planning and Program Management:

Under the direction of the Executive Director the Planning department administers TAM's planning activities and programs. The range of work includes the development of plans and studies, traffic information, transportation modeling, congestion management planning, and the planning and implementation of ongoing transportation programs.

Highlights of FY2020-21 Work Items

Planning Activities

Major Ongoing Work Items:

- ✓ Implement the Congestion Management Program and system monitoring activities. Prepare travel data, traffic monitoring and reporting, review local development projects and plans for regional traffic analysis;
- ✓ Review/coordinate with MTC on regional planning activities related to Marin County transportation, including the development of Plan Bay Area 2050, seamless mobility efforts, active transportation and transportation demand management topics, among others;
- ✓ Continue leading local jurisdiction and transit operator working group to discuss transportation planning topics including Vehicle Miles Traveled and SB 743;
- ✓ Prepare travel demand forecasts and forecast data for traffic studies and transportation plans using TAM's Travel Demand Model (TAMDM) to support local agencies. Coordinate with regional agencies on travel demand forecasting methods and data through regional working group;
- ✓ Coordination and management of community-based transportation plans;
- ✓ Represent TAM on County of Marin's Drawdown effort and serve on Transportation Subcommittee and Executive Steering Committee;
- ✓ Participate in Marin Climate and Energy Partnership, BayWAVE and other local planning efforts as applicable;
- ✓ Oversee and convene TAM Bicycle Pedestrian Advisory Committee meetings to support bike/pedestrian planning.

Expected to be Delivered Work Items:

- ✓ Completion of traffic monitoring for CMP in Fall 2020. System monitoring report and CMP developed in Summer 2021.
- ✓ Develop and facilitate a consultant panel review of the TAMDM to facilitate industry familiarity with the tool. – Expected Winter 2021.
- ✓ Manage Marin County US 101 Bus on Shoulder Feasibility Study – Expected to be completed in summer 2021 with public outreach activities scheduled throughout FY 20/21.
- ✓ Review and provide TAM Board input on draft Plan Bay Area 2050 Blueprint – Summer 2020.
- ✓ Provide update on long range planning activities including review of the TAM Strategic Vision Plan which was accepted in 2017 to prepare for the next update scheduled for 2021.- Fall 2020 / Winter 2021.
- ✓ Initiate San Rafael Canal Neighborhood Community Based Transportation Plan - Winter 2021.

Program Management Activities

Major Ongoing Work Items:

- ✓ Manage and deliver TAM's Alternative Fuel Vehicle Program, including electric vehicle fleet and infrastructure rebate programs, public outreach, and technical assistance programs. Continue coordination with wide range of stakeholders and local community;
- ✓ Manage and deliver Marin Commutes public engagement program, including public and employer outreach efforts, encouragement programs including commute alternative incentives programs, and program evaluation;
- ✓ Implement a suite of transportation demand management and vehicle trip reduction programs, including the TAM Vanpool Incentive Program, Emergency Ride Home Program, and first/last mile programs.

Expected to be Delivered Work Items:

- ✓ Launch initial operating phase of the Marin and Sonoma County Bike Share Pilot Program - Estimated to be operational by spring 2021;
- ✓ Implement seasonal Marin Commutes program green trip incentive campaigns – Planned for September/October 2020 and April/May 2021;
- ✓ Develop and Launch FY2020-21 Alternative Fuel Program. Summer/Fall 2020. Expected to include EV technical assistance efforts, public outreach plan for Electric Vehicle promotion, and public agency medium /heavy duty fleet workshop with local agencies and electric utilities;
- ✓ Launch next phase of TAM's "GetSMART" first/last mile program in coordination with Marin Transit. July 2020;
- ✓ Advance discussion and implementation planning around TAM's Sea Level Rise program including Board presentations. Winter/Spring 2021;
- ✓ Advance discussion and implementation planning around the TAM Innovation program including Board presentations. Winter/Spring 2021.

Programming & Legislation Function:

Under the direction of the Executive Director the Programming & Legislation department administers TAM's fund programming activities, including local, regional, state, and federal funds, and monitors pertinent state legislative activities. The range of work includes programming and allocation of TAM funds for projects and programs, competing for discretionary grants, and assisting local agencies in securing funds and providing ongoing support necessary to deliver funded improvements.

Highlights of FY2020-21 Work Items

Ongoing Work Items:

- ✓ Manage the Measure A and AA Transportation Sales Tax Program and the Measure B Vehicle Registration Fee Program;
- ✓ Manage TFCA and TDA Article 3 Program funds - participate in regional policy discussions on TFCA; Program TFCA and TDA funds;
- ✓ Manage TAM's State Transportation Improvement Program (STIP);
- ✓ Maintain the Transportation Improvement Program (TIP) database for Marin projects;
- ✓ Assist our partnering agencies in seeking discretionary funds and complying with regional, state, and federal requirements related to those funds;
- ✓ Develop annual legislative platform, monitor relevant state legislation, and communicate TAM's platform to stakeholders, key legislators, and partnering agencies.

Expected to be Delivered Work Items:

- ✓ Review Measure B Expenditure Plan after 10-year period for consideration to be amended with stakeholders and develop proposals for TAM Board Approval no later than March 2021;
- ✓ Prepare allocation request forms for TAM Board adoption in June, for local infrastructure projects and transit programs and projects funded with Measures A, AA, and B funds;
- ✓ Coordinate with local agencies on submitting annual reports required by TAM funds;
- ✓ Prepare resolutions and funding agreements for funds approved by the TAM Board;
- ✓ Update Strategic Plan for Measure AA for adoption in the second quarter of 2021;
- ✓ Submit and monitor applications for Active Transportation Program funding to support local jurisdictions to advance local bike/ped projects – Summer 2020;
- ✓ Develop application for TAM's Formulaic Local Partnership Program (LPP) funds for the Bellam Project and apply for LPP Competitive funds for the Sir Francis Drake Boulevard Rehabilitation Project on behalf of Marin County;
- ✓ Develop the STIP Program of Projects bi-annually and process allocation requests with the California Transportation Commission (CTC) and request allocation of PPM funds from the CTC;
- ✓ Develop annual State Legislative Platform for adoption;
- ✓ Develop State Legislative matrix of bills to monitor, supporting or opposing bills as directed by the TAM Board.

Project Management and Delivery Function:

Under the direction of the Executive Director, manages project development from concept to operation. Projects are on and off the State Highway system and include a broad range of activities including educational programs and mode shift. Many projects are directly managed by TAM, while for others, TAM staff work with partner agencies to coordinate and represent Marin interests. Project and Program Management includes identifying issues, assessing funding and budget, conceptual planning, preliminary engineering, project initiation, public outreach, site investigation, environmental studies, consultant selection and procurement, schedule development and monitoring, goal setting, environmental approval, design, permitting, regulatory approval, contract administration, construction management, environmental mitigation, testing and inspection, agency coordination, project closeout, and verifying post construction activities. Program management includes, in addition to project duties, overall management of a transportation corridor or a particular TAM program such as Alternative Fuel Vehicle or Safe Routes to School.

Highlights of FY2020-21 Work Items

Major Ongoing Work Items:

- ✓ Design and construction of the last remaining segment of Marin Sonoma Narrows (MSN) carpool lane extension from northern Novato to the Sonoma County line;
- ✓ Coordinate and collaborate with SR-37 Policy Committee partners to plan and implement short and long-term projects to mitigate flooding and congestion along the entire corridor;
- ✓ Preliminary engineering for 580/101 Direct Connector. Completion expected early 2021. Project Initiation Document to begin 2021;
- ✓ Implement a project to extend the multi-use path from the Corte Madera Creek crossing southbound along Old Redwood Highway.;
- ✓ Manage Safe Routes to School and Crossing Guard Programs;
- ✓ Coordinate with other agencies on ramp metering, Richmond-San Rafael (RSR) Bridge upper deck improvements, RSR Bridge access improvements, and relocation of the San Rafael Transit Center;
- ✓ Continue work on a new program identified under the re-authorized transportation sales tax which consists of preparing studies of interchanges along Highway 101 to propose improving access to and from the highway on our local roadways while addressing safety for all users including cars, trucks, buses, bicyclists and pedestrians. The intent of this effort is to attract other funds that can be used to deliver transportation improvements near the highway interchanges.

Expected to be Delivered Work Items:

- ✓ Coordination on preliminary engineering with Sonoma County and Caltrans on Segment A improvements to State Route 37. Segment A is the portion between U.S. 101 and State Route 121. Current work is related to environmental studies and project approval;
- ✓ Expected design completion for the last segment of MSN HOV lane extension in late Summer 2020 and construction commencement in 2021;
- ✓ Design of Bellam Boulevard safety improvements from northbound U.S. 101 to separate regional traffic from local traffic. Construction expected to begin by Spring 2021.
- ✓ Begin construction of the northern segment of North/South Greenway over Corte Madera Creek. Expected to be complete in summer 2021

Appendix

Appendix 1: TAM Board of Commissioners – June 2020

<i>James Campbell</i>	<i>City of Belvedere</i>
<i>Charles Lee</i>	<i>Town of Corte Madera</i>
<i>John Reed</i>	<i>Town of Fairfax</i>
<i>Dan Hillmer</i>	<i>City of Larkspur</i>
<i>Urban Carmel</i>	<i>City of Mill Valley</i>
<i>Eric Lucan</i>	<i>City of Novato</i>
<i>P. Beach Kuhl</i>	<i>Town of Ross</i>
<i>Brian Colbert</i>	<i>Town of San Anselmo</i>
<i>Gary Phillips</i>	<i>City of San Rafael</i>
<i>Susan Cleveland-Knowles</i>	<i>City of Sausalito</i>
<i>Alice Fredericks</i>	<i>Town of Tiburon</i>
<i>Damon Connolly</i>	<i>County of Marin District 1</i>
<i>Katie Rice</i>	<i>County of Marin District 2</i>
<i>Kathrin Sears</i>	<i>County of Marin District 3</i>
<i>Dennis Rodoni</i>	<i>County of Marin District 4</i>
<i>Judy Arnold</i>	<i>County of Marin District 5</i>

Appendix 2: Proposed FY2020-21 Classification & Salary Range

Transportation Authority of Marin
Classification & Salary Range
(Effective July 1, 2020)

Position Classification	FLSA	Monthly Minimum	Maximum	FTE
	<i>Note 3</i>			
Executive Director - <i>Note 1</i>	E		\$ 20,600.00	1.0
Deputy Executive Director - <i>Note 2</i>	E	\$ 13,143.68	\$ 16,429.61	0.0
Executive Assistant	NE	\$ 6,905.15	\$ 8,434.32	1.0
Public Outreach Coordinator	E	\$ 9,682.23	\$ 11,796.85	1.0
Programming and Legislation Manager	E	\$ 12,045.62	\$ 14,713.16	1.0
Principal Project Delivery Manager	E	\$ 12,128.00	\$ 14,813.79	3.0
Planning Manager	E	\$ 11,759.81	\$ 14,364.06	1.0
Senior Transportation Planner	E	\$ 9,375.71	\$ 11,451.99	1.0
Associate Transportation Planner	E	\$ 7,288.60	\$ 8,902.69	0.0
Chief Financial Officer	E	\$ 12,464.67	\$ 15,225.01	1.0
Senior Accountant	E	\$ 7,237.54	\$ 8,818.24	1.0
Accounting and Administrative Specialist	NE	\$ 5,891.09	\$ 7,195.70	1.0
Administrative Assistant	NE	\$ 4,364.41	\$ 5,330.93	0.8
				<u>12.8</u>

Note 1: Executive Director does not have salary steps.

Note 2: The Deputy Executive Director position is a rotation among several existing managers.

Note 3: Fair Labor Standards Act (E-exempt, NE-Nonexempt)