



TRANSPORTATION AUTHORITY OF MARIN
BOARD OF COMMISSIONERS MEETING

OCTOBER 24, 2024
6:00 P.M.

MARIN COUNTY CIVIC CENTER, ROOM 330
3501 CIVIC CENTER DRIVE, SAN RAFAEL, CALIFORNIA

900 Fifth Avenue
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San Rafael
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Belvedere
Nancy Kemnitzer

Corte Madera
Eli Beckman

Fairfax
Chance Cutrano

Larkspur
Gabe Paulson

Mill Valley
Urban Carmel

Novato
Rachel Farac

Ross
Teri Dowling

San Anselmo
Brian Colbert

San Rafael
Kate Colin

Sausalito
Melissa Blaustein

Tiburon
Alice Fredericks

County of Marin
Mary Sackett
Katie Rice
Stephanie Moulton-Peters
Dennis Rodoni
Eric Lucan

This meeting will be held in-person and via Zoom webinar.

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Webinar ID: 881 5544 9529
Passcode: 389590

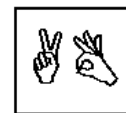
Teleconference: Members of the public wishing to participate via teleconference, can do so by dialing in to the following number at 6:00 p.m. on the day of the meeting: **+1 669 900 6833**; Access Code: 881 5544 9529; Password: 389590

How to provide public comment (limited to 2 minutes or less):

Before the meeting: Please email your comments to info@tam.ca.gov, no later than 5:00 p.m. Wednesday, October 23, 2024, to facilitate timely distribution to Board members. Please include the agenda item number you are addressing and your name and address. Your comments will be forwarded to the TAM Board members and will be placed into the public record.

During the meeting: For members of the public participating in-person, the Board Chair will recognize persons from the audience who wish to address the Board during public open time or on a particular agenda item at the time that item is considered by the Board.

If watching this meeting online, click the "raise hand" feature in the webinar controls. This will notify TAM staff that you would like to comment. If participating by phone, "raise hand" by pressing *9 and wait to be called upon by the Chair or the Clerk. You will be asked to unmute your device when it is your turn to speak, and your comments will become part of the public record.



Late agenda material can be inspected in TAM's office between the hours of 8:00 a.m. and 5:00 p.m.
The TAM Office 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 Jennifer Doucette, 415-226-0820 or email: jdoucette@tam.ca.gov no later than 5 days before the meeting date.

AGENDA

1. Chair's Report (Discussion)
2. Metropolitan Transportation Commission, Marin Transit and Sonoma-Marín Area Rail Transit Reports, and Commissioner Matters Not on the Agenda (Discussion)
3. Executive Director's Report (Discussion)
4. Open time for public expression, up to two minutes per speaker, on items not on the agenda that are within the subject matter of the agency's jurisdiction. (While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)
5. CONSENT CALENDAR (Action) – **Attachments**
 - a. Approve TAM Board Meeting Minutes of September 26, 2024
 - b. Review and Accept the FY2024-25 First Quarter Financial Report and Amend the FY2024-25 Budget
 - c. Contract Amendment with BKF Engineers to Complete Design and Support on the Richmond-San Rafael Bridge Approach Improvements and Budget Amendment
 - d. Acceptance of the TAM Workplace Violence Prevention Plan
 - e. Acceptance of Revisions to the TAM Human Resources Policies and Procedures
 - f. Overview of 2024 State Legislative Bills
6. Measure AA Expenditure Plan Review Process and Schedule (Action) – **Attachment**
7. Regional Measure 3 North Bay Transit Access Improvement Projects Funding Recommendation (Action) – **Attachment**
8. Update from Metropolitan Transportation Commission on Plan Bay Area 2050+ and Transit 2050+ (Discussion) – **Attachment**
9. Marin Sonoma Coordinated Transit Service Plan (Discussion) – **Attachment**
10. Update on Golden Gate Ferry Larkspur Service Expansion and Parking Study (Discussion) – **Attachment**



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
BOARD OF COMMISSIONERS

SEPTEMBER 26, 2024
6:00 PM

MARIN COUNTY CIVIC CENTER, ROOM 330
3501 CIVIC CENTER DRIVE, SAN RAFAEL, CALIFORNIA

MEETING MINUTES

Members Present: Alice Fredericks, Tiburon Town Council
Brian Colbert, San Anselmo Town Council, TAM Chair
Chance Cutrano, Fairfax Town Council
Dennis Rodoni, Marin County Board of Supervisors
Eric Lucan, Marin County Board of Supervisors, TAM Vice-Chair
Gabe Paulson, Larkspur City Council
Kate Colin, San Rafael City Council
Mary Sackett, Marin County Board of Supervisors
Nancy Kemnitzer, Belvedere City Council
Rachel Farac, Novato City Council
Stephanie Moulton-Peters, Marin County Board of Supervisors
Teri Dowling, Ross Town Council

Members Absent: Eli Beckman, Corte Madera Town Council
Katie Rice, Marin County Board of Supervisors
Melissa Blaustein, Sausalito City Council
Urban Carmel, Mill Valley City Council

Staff Members Present: Anne Richman, Executive Director
Bill Whitney, Project Delivery Manager
Dan Cherrier, Director of Project Delivery
David Chan, Director of Programming and Legislation
Derek McGill, Director of Planning
Emily Tong, Senior Accountant
Grace Zhuang, Accounting and Payroll Specialist
Jennifer Doucette, Executive Assistant/Clerk of the Board
Melanie Purcell, Director of Finance and Administration
Mikaela Hiatt, Associate Transportation Planner
Molly Graham, Public Outreach Coordinator
Scott McDonald, Senior Transportation Planner
Ray Rodriguez, Assistant Project Delivery Manager

Chair Colbert called the meeting to order at 6:03 p.m.

Chair Colbert welcomed everyone to the meeting and asked Executive Assistant/Clerk of the Board Jennifer Doucette to conduct a roll call to ensure a quorum. A quorum of the Board of Commissioners was confirmed and information about how the public may participate was provided.

1. Chair's Report

Chair Colbert reported on the Clean Fleet Expo, which was held in September.

2. Metropolitan Transportation Commission, Marin Transit and Sonoma-Marin Area Rail Transit Reports & Commissioner Matters Not on the Agenda (Discussion)

Metropolitan Transportation Commission Report – Commissioner Moulton-Peters

Commissioner Moulton-Peters reported on the Metropolitan Transportation Commission's (MTC's) Regional Transportation Measure Select Committee; recent North Bay funding allocations; and ongoing discussions regarding the Richmond-San Rafael Bridge pedestrian and bicycle pathway pilot, including public hearings at the San Francisco Bay Conservation and Development Commission (BCDC) scheduled for November 2024.

SMART Report – Commissioner Lucan

Commissioner Lucan reported that Sonoma-Marin Area Rail Transit (SMART) carried 91,894 passengers in the month of August 2024, representing the highest monthly total in the agency's history. Commissioner Lucan also reported that the initial analysis of ridership during the free-fare program for youth and older adults reflects a 12% increase in adult ridership, which covered the cost of the free-fare program.

Marin Transit Report – Commissioner Sackett

None.

Commissioner Matters Not on the Agenda

None.

Chair Colbert asked if any members of the public wished to speak and hearing none, closed this item.

3. Executive Director's Report (Discussion)

Executive Director (ED) Anne Richman introduced TAM's new Assistant Project Delivery Manager Ray Rodriguez; and provided highlights from the Executive Director's Report (EDR), which was distributed to the TAM Board and posted on the TAM website as supplemental information.

Chair Colbert asked if any members of the public wished to speak and hearing none, closed this item.

4. Open Time for Public Expression

Chair Colbert asked if any members of the public wished to speak and hearing none, closed this item.

5. CONSENT CALENDAR (Action)

- a. Approve TAM Countywide Transportation Plan Board Workshop Minutes of July 25, 2024
- b. Approve TAM Board Meeting Minutes of July 25, 2024
- c. Review of the Semi-Annual Project Status Report
- d. Evaluation of TAM Crossing Guard Program

Chair Colbert opened the item to public comment and hearing none asked for a motion.

Commissioner Paulson made the motion to approve the Consent Calendar. Commissioner Farac seconded the motion, which passed unanimously.

6. Safe Routes Equity Pilot Program Update (Discussion)

Principal Transportation Planner Scott McDonald, consultant Jen Shriber with Parametrix, and consultants Alexis Fineman and Corey Robinson with SEI Inc. presented this item for discussion.

Commissioner Sackett expressed support for “walking field trips”, including the use of local transit services; and encouraged the Safe Routes team to leverage local elected officials, including the County supervisors, if needed, when disseminating information to school districts and administrators.

In response to Commissioner Farac, Ms. Fineman explained that a park and walk location can encourage active transportation to school for those students/families that live beyond walking and bicycling distance to school. Commissioner Farac commented that park and walk strategies will be integral for the projected increase in students resulting from the expansion of the transitional kindergarten (TK) program in Novato.

Commissioner Colin commented on the importance of working with agencies such as the Canal Alliance and Voces de Canal while developing the Safe Routes Equity Pilot Program.

In response to Commissioner Dowling, Ms. Fineman explained that historically, mode-shift tallies have been used to measure program effectiveness; and Mr. McDonald explained that annual surveys and periodic evaluations of the overall Safe Routes to Schools program are also conducted.

Vice-Chair Lucan also commented on the role the County supervisors can play in assisting with the dissemination of information to school districts and administrators; and commented that the expansion of TK in certain school districts may affect the data collected with regard to “green trips”/mode-shift for those particular schools.

Commissioner Moulton-Peters expressed support for the Safe Routes Equity Pilot Program.

Chair Colbert asked if any members of the public wished to speak and hearing none, closed public comment.

Chair Colbert expressed support for the Safe Routes Equity Pilot Program.

7. Countywide Transportation Plan Board Update and Authorize Release of the Draft Plan (Discussion)

Director of Planning Derek McGill and consultants Bob Grandy with Fehr & Peers, and Steve Kinsey with CivicKnit presented this item for discussion.

Commissioner Dowling commented on the importance of incorporating senior mobility into the strategies of the CTP.

Commissioner Paulson commented on the importance of making transportation data and system management a thematic/goal strategy and leveraging private partnerships.

Commissioner Kemnitzer commented on the importance of incorporating transportation data and system management into all other programs and providing more detail in the CTP regarding specific data to be collected.

Commissioner Sackett commented on the importance of policy tracking at the federal, state, and regional levels, and that perhaps contracting with a federal lobbyist would be warranted.

Commissioner Cutrano expressed support for the inclusion of the Countywide Active Transportation Plan maps into the CTP, as well as the inclusion of a coordinated grant approach; and requested confirmation that the Fairfax-Bolinas Road will be included on the CTP map(s). Mr. McGill confirmed that the Fairfax-Bolinas Road will be incorporated into the relevant map.

Chair Colbert expressed support for the implementation strategies and the alignment with state and regional programs. In response to Chair Colbert's inquiry regarding the Active Transportation Plan's primary and secondary networks, Mr. McGill explained that the primary network is primarily comprised of an initial, minimum countywide network, with the secondary network being a longer-range vision expansion. In response to Chair Colbert, Mr. McGill confirmed that the Alto Tunnel could be referenced on the Active Transportation map.

Chair Colbert asked if any members of the public wished to speak.

Marin County Bicycle Coalition (MCBC) Policy and Planning Director Warren Wells expressed support for TAM's outreach to advocates such as MCBC and WTB-TAM throughout the development of the draft CTP; and commented on the importance of focusing on aging and mobility, coordinated grant funding, and adding a reference to the Alto Tunnel.

8. Update on the Sea Level Rise Adaptation Planning for Marin County's Transportation System Project (Discussion)

Associate Transportation Planner Mikaela Hiatt and consultant Jack Hogan with ARUP presented this item for discussion.

Commissioner Cutrano expressed support for the update, including the specification of areas that local jurisdictions may be able to address through recurring maintenance and/or capital improvement plans.

In response to Commissioner Paulson, Ms. Hiatt explained that due to the plan's focus on existing assets of the transportation system, strategic retreat has not been an area of focus; and that coordination with local, regional and state agencies has been ongoing throughout the development of the plan.

Commissioner Colin provided an update as a member of BCDC's Bay Adapt Local Electeds Regional Task Force, which is intended to ensure that local efforts and needs are coordinated with the Regional Shoreline Adaptation Plan.

In response to Commissioner Farac, Ms. Hiatt explained that projections were created with data from the Ocean Protection Council. Commissioner Farac reported on her attendance at the Association of State Floodplain Managers conference where mapping and risk management tools were showcased.

Commissioner Fredericks commented that the assessment report from Bay Wave includes information regarding various sources of sea level rise data.

Chair Colbert asked if any members of the public wished to speak and hearing none, closed public comment.

9. Redwood Bike Share Pilot Program Update (Discussion)

Principal Transportation Planner Scott McDonald and Drop Mobility Operations Manager Marc Azevedo presented this item for discussion.

In response to Commissioner Colin, Mr. Azevedo explained that typically, usage demographics change with the seasons and that demographic data will be collected throughout the pilot period.

In response to Commissioner Farac, Mr. Azevedo explained that riders are encouraged to use their own bicycle helmets and that branded helmet giveaways will be incorporated into the outreach effort.

In response to Commissioner Paulson, Mr. Azevedo explained that the first/last-mile connection to SMART will be one of the initial indicators of program success; and that community feedback and data collected during the first year of the program will be utilized to spur sponsorship and further funding efforts with the goal of building a sustainable system to run beyond the 2-year pilot and expand the service network.

In response to Commissioner Cutrano, Mr. Azevedo explained that users will receive push notifications on their mobile devices and on the bicycle when they are approaching the border of or have exited the geofenced area.

In response to Vice-Chair Lucan, Mr. Azevedo explained that bicycles have airless tires and that field technicians will be dispatched daily to identify and replace low batteries.

The meeting was adjourned at 8:26 p.m.

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DATE: October 24, 2024

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Finance and Administration Team

SUBJECT: Review and Accept the FY2024-25 First Quarter Financial Report and Amend the FY2024-25 Budget (Action), Agenda Item No. 5b

RECOMMENDATION

Staff recommends that the TAM Board reviews and accepts the FY2024-25 First Quarter Financial Report; and amends the budget to reflect the adjustments as listed.

BACKGROUND

This report, along with all accompanying attachments, provides a summary of the financial activities for the period ending September 30, 2024, and covers TAM's revenue and expenditure activities from July 1, 2024 to September 30, 2024. Revenues and expenditures are presented on a cash basis for the period covered.

DISCUSSION/ANALYSIS

Revenue Highlights

As of September 30, 2024, the total ½-Cent Transportation Sales Tax cash disbursements received from the California Department of Tax and Fee Administration (CDTFA) for the three-month period from July 2024 to September 2024 was \$8.77 million, which is 1.47% less than the total disbursements received for the same period in FY2023-24. TAM is continuing to experience flat or slightly lower than planned revenues.

As of September 30, 2024, TAM has received a total of \$585,990 in Measure B \$10 Vehicle Registration Fee cash disbursements from the Department of Motor Vehicles (DMV) for the three-month period from July 2024 to September 2024, nearly the same as the disbursements received for the same period in FY2023-24.

TAM also received \$951,856 in interest revenue for the three-month period from July 2024 to September 2024, which includes \$945,644 from its investments in CalTRUST (Investments Trust of California), and \$6,212 from its cash in the checking and money market accounts with Bank of Marin. The increase in interest revenue is due to timely investing of available resources in higher interest earning options.

Expenditure Highlights

Total expenditure through the first quarter of the year is approximately \$6.29 million. Please note all expenditures are reported on a cash basis and there are delays due to the time needed by vendors to prepare and submit payment requests for work conducted through the end of the first quarter of the year.

Budget Amendments

TAM staff is proposing the following amendments:

- Net increase in Revenues of \$416,482
 - Recognition of \$135,845 in federal funds for the Marin Sonoma Narrows HOV Lane study.
 - Recognition of \$283,637 for TFCA Regional North-South Greenway funds.

- Net increase in Expenditures of \$1,055,744
 - Fund \$153,591 for Golden Gate Transit connection to Larkspur ferry terminal (Smart Shuttle) support per Board approval in July, 2024
 - Allocate \$742,228 in Measure B Element 1.1 funds for the City of San Rafael South Merrydale Road-Civic Center Connector Pathway Project (\$120,000 will be made available for FY2024-25 and the remaining \$622,228 is slated for FY2026-27)
 - Shift \$3,566,257 from Highway 101 ROW Excess Fund to MTC Regional Measure 3 Fund (zero net impact)
 - Include \$159,925 in Traffic Monitoring, Reporting, and Travel Model Data to support the MSN HOV Lane study

Investment with CalTRUST

Attachment 7 of the staff report provides principal and interest earning details for each of the CalTRUST funds in which TAM invests. As of September 30, 2024, interest earnings from all funds totaled \$945,644, unrealized loss was \$506,147, which is mostly from the agency's investment in the Medium-Term Fund due to fluctuations in the current financial market condition. Staff is closely monitoring the agency's cash flow needs and does not currently expect a need to sell those funds in the near future.

FISCAL CONSIDERATION

As noted above, this action amends the budget to reflect the most current information affecting revenues and expenditures with an increase in revenues of \$416,482 and an increase in expenditures of \$1,055,744, leaving a net decrease in fund balance to offset future project costs of \$639,262.

NEXT STEPS

The Second Quarter Financial Report will be presented to the Board for review and acceptance by January 2025.

ATTACHMENTS

- Attachment 1 FY2024-25 Budget to Actual Comparison as of 09/30/2024
- Attachment 2 Summary of FY2024-25 Budget Amendments as of 09/30/2024
- Attachment 3 FY2024-25 Revenue and Expenditure Report as of 09/30/2024 – Measure A Sales Tax Detail
- Attachment 4 FY2024-25 Revenue and Expenditure Report as of 09/30/2024 – Measure AA Sales Tax Detail

- Attachment 5 5.1: Monthly Measure A/AA Sales Tax Disbursement Comparison
- 5.2: Annual Measure A/AA Sales Tax Actual Vs. Budget Comparison
- Attachment 6 FY2024 and FY2025 Monthly Measure B VRF Disbursement Comparison
- Attachment 7 CalTRUST Investment Monthly Interest Income by Fund
- Attachment 8 8.1: FY2024-25 Budget Revenue Overview by Funding Source
- 8.2: FY2024-25 Budget Expenditure Overview by Category
- Attachment 9 Transportation Acronyms

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Attachment 1: FY2024-25 Budget to Actual Comparison as of 9/30/24

| Budget Line Items | Annual Budget | Actual 9/30/24 | \$ Difference | Actual as % of Budget |
|---|---------------------------|--------------------------|----------------------------|-----------------------|
| <u>Beginning Fund Balance *</u> | <u>40,295,850</u> | <u>40,295,850</u> | | |
| REVENUES | | | | |
| Measure A/AA Sales Tax | 35,000,000 | 8,772,107 | (26,227,893) | 25.06% |
| Measure B Vehicle Registration Fee Revenue | 2,300,000 | 585,990 | (1,714,010) | 25.48% |
| Cities/Towns and County CMA Fee | 591,951 | 591,951 | - | 100.00% |
| Interest Revenue | 2,060,000 | 951,856 | (1,108,144) | 46.21% |
| MTC STP/CMAQ Planning & OBAG Grant Funds | 1,064,969 | - | (1,064,969) | 0.00% |
| MTC Regional Measure 3 Fund | 43,065,000 | - | (43,065,000) | 0.00% |
| State STIP/PPM Fund | 445,000 | - | (445,000) | 0.00% |
| CA State Earmark | 9,500,000 | - | (9,500,000) | 0.00% |
| State-SB1 Planning Grant | 400,000 | - | (400,000) | 0.00% |
| State TDA Fund | 13,500 | - | (13,500) | 0.00% |
| STIP/RTIP/ITIP Funds/SB1 Local Partnership Program Fund | 1,164,000 | - | (1,164,000) | 0.00% |
| Federal SS4A Grant | 280,000 | - | (280,000) | 0.00% |
| Part Time Transit Lane Grant | 550,000 | - | (550,000) | 0.00% |
| Realized Highway 101 ROW Excess Fund | 3,566,257 | - | (3,566,257) | 0.00% |
| Marin Transportation For Clean Air Funding | 350,000 | - | (350,000) | 0.00% |
| <u>Total Revenue Available</u> | <u>100,350,677</u> | <u>10,901,903</u> | <u>(89,448,774)</u> | <u>10.86%</u> |
| | | | | |
| EXPENDITURES | | | | |
| Administration | | | | |
| Salaries & Benefits | 3,084,842 | 744,303 | 2,340,539 | 24.13% |
| Office Lease | 264,827 | 80,654 | 184,173 | 30.46% |
| Agency IT Related Equipment Upgrade | 25,000 | - | 25,000 | 0.00% |
| Equipment Purchase/Lease | 17,500 | 1,034 | 16,466 | 5.91% |
| Telephone/Internet/Web Hosting Services | 25,000 | 5,421 | 19,579 | 21.68% |
| Office Supplies & Small Miscellaneous Items | 45,000 | 10,039 | 34,961 | 22.31% |
| Insurance | 20,000 | 17,202 | 2,798 | 86.01% |
| Financial Audit | 25,000 | 12,560 | 12,440 | 50.24% |
| Legal Services | 25,000 | - | 25,000 | 0.00% |
| Document/Video/Marketing Material Production | 35,000 | - | 35,000 | 0.00% |
| Memberships | 50,000 | 33,399 | 16,601 | 66.80% |
| Travel/Meetings/Conferences | 32,500 | 4,086 | 28,414 | 12.57% |
| Professional Development | 12,500 | 866 | 11,634 | 6.93% |
| Human Resources/Board Support | 15,000 | 617 | 14,383 | 4.11% |
| Information Technology Support | 50,000 | 8,384 | 41,616 | 16.77% |
| Annual Support & Upgrade of Financial System | 10,000 | - | 10,000 | 0.00% |
| Stipends | 7,200 | - | 7,200 | 0.00% |
| <u>Subtotal, Administration</u> | <u>3,744,369</u> | <u>918,564</u> | <u>13,825,805</u> | <u>24.53%</u> |

Attachment 1: FY2024-25 Budget to Actual Comparison as of 9/30/24

| Budget Line Items | Annual Budget | Actual 9/30/24 | \$ Difference | Actual as % of Budget |
|--|------------------|----------------|------------------|-----------------------|
| Professional Services | | | | |
| Bellam Blvd 101 Off-ramp Improvements - Design & ROW | 150,000 | 218,075 | (68,075) | 145.38% |
| Travel Model Maintenance & Update | 100,000 | 16,396 | 83,604 | 16.40% |
| Traffic Monitoring, Reporting & Travel Model Data Requests | 150,000 | 7,028 | 142,972 | 4.69% |
| Project Management Oversight | 240,000 | 1,837 | 238,164 | 0.77% |
| 101/580 Multi-modal and Local Access Improvements | 1,800,000 | 12,066 | 1,787,934 | 0.67% |
| State Legislative Assistance | 50,000 | 8,300 | 41,700 | 16.60% |
| Measure A/AA Sales Tax Compliance Audit | 22,000 | - | 22,000 | 0.00% |
| Mill Valley Study | 15,000 | - | 15,000 | 0.00% |
| Public Outreach Service Support | 10,000 | - | 10,000 | 0.00% |
| Expenditure Plan Update | 40,000 | - | 40,000 | 0.00% |
| Street Smarts Marin | 13,500 | 7,118 | 6,382 | 52.72% |
| Part Time Transit Lane | 500,000 | - | 500,000 | 0.00% |
| Countywide Transportation Plan | 225,000 | 38,924 | 186,076 | 17.30% |
| Equity Planning Support and Outreach | 100,000 | - | 100,000 | 0.00% |
| VMT Toolkit | 400,000 | - | 400,000 | 0.00% |
| MSN B7 Construction Design Support | 265,000 | 26,767 | 238,233 | 10.10% |
| School Access Safety Action Plan | 280,000 | - | 280,000 | 0.00% |
| Subtotal, Professional Services | 4,360,500 | 336,510 | 4,023,990 | 7.72% |
| Measure A Sales Tax Programs/Projects | | | | |
| Strategy 1 - Transit | 90,733 | - | 90,733 | 0.00% |
| <i>Substrategy 1.1 - Local Bus Transit Service</i> | 61,038 | - | 61,038 | 0.00% |
| <i>Substrategy 1.2 - Rural Bus Transit System</i> | 4,944 | - | 4,944 | 0.00% |
| <i>Substrategy 1.3 - Special Needs Transit Services</i> | 14,848 | - | 14,848 | 0.00% |
| <i>Substrategy 1.4 - Bus Transit Facilities</i> | 9,903 | - | 9,903 | 0.00% |
| Strategy 3 - Local Transportation Infrastructure | 21,852 | - | 21,852 | 0.00% |
| <i>Substrategy 3.2 - Local Streets and Roads</i> | 21,852 | - | 21,852 | 0.00% |
| Strategy 4 - Safer Access to Schools. | 512,376 | - | 512,376 | 0.00% |
| <i>Substrategy 4.1 - Safe Routes to Schools</i> | 5,448 | - | 5,448 | 0.00% |
| <i>Substrategy 4.2 - Crossing Guards</i> | 6,928 | - | 6,928 | 0.00% |
| <i>Substrategy 4.3 - Safe Pathways to School</i> | | | | |
| <i>Safe Pathway Capital Projects</i> | 500,000 | - | 500,000 | 0.00% |
| Subtotal, Measure A Programs | 624,961 | - | 624,961 | 0.00% |

Attachment 1: FY2024-25 Budget to Actual Comparison as of 9/30/24

| Budget Line Items | Annual Budget | Actual 9/30/24 | \$ Difference | Actual as % of Budget |
|---|--------------------------|-----------------------|--------------------------|-----------------------|
| Measure AA Sales Tax Programs/Projects | | | | |
| Major Road Set-Aside | 4,000,000 | - | 4,000,000 | 0.00% |
| <u>Category 1 - Reduce Congestion</u> | <u>1,780,275</u> | <u>184,263</u> | <u>1,596,012</u> | <u>10.35%</u> |
| <i>Category 1.1 - Completion of Marin-Sonoma Narrows</i> | | | | |
| <i>MSN B7/B8 Design/ROW/Utility Work</i> | 140,275 | 7,921 | 132,354 | 5.65% |
| <i>Category 1.3 - Enhance Interchanges</i> | 1,500,000 | 161,815 | 1,338,185 | 10.79% |
| <i>Category 1.4 - Transportation Demand Management</i> | 140,000 | 14,527 | 125,473 | 10.38% |
| <u>Category 2 - Local Transportation Infrastructure</u> | <u>7,848,669</u> | <u>7,481</u> | <u>7,841,188</u> | <u>0.10%</u> |
| <i>Category 2.1 - Local Roads</i> | 6,528,669 | - | 6,528,669 | 0.00% |
| <i>Category 2.2 - Large Safe Pathways Capital Projects</i> | 1,000,000 | - | 1,000,000 | 0.00% |
| <i>Category 2.3 - Sea Level Rise</i> | 200,000 | - | 200,000 | 0.00% |
| <i>Category 2.4 - Innovative Technology</i> | 120,000 | 7,481 | 112,519 | 6.23% |
| <u>Category 3 - Safer Access to Schools</u> | <u>3,970,000</u> | <u>242,816</u> | <u>3,727,184</u> | <u>6.12%</u> |
| <i>Category 3.1 - Safe Routes to Schools</i> | 1,270,000 | 67,303 | 1,202,697 | 5.30% |
| <i>Category 3.2 - Crossing Guards</i> | 2,400,000 | 175,513 | 2,224,487 | 7.31% |
| <i>Category 3.3 - Small Safe Pathways Capital Projects</i> | 300,000 | - | 300,000 | 0.00% |
| <u>Category 4 - Transit</u> | <u>20,507,963</u> | <u>-</u> | <u>20,507,963</u> | <u>0.00%</u> |
| <i>Category 4.1 - Local Bus Transit Service</i> | 13,500,000 | - | 13,500,000 | 0.00% |
| <i>Category 4.2 - Rural Bus Transit System</i> | 937,522 | - | 937,522 | 0.00% |
| <i>Category 4.3 - Special Needs Transit Services</i> | 3,220,411 | - | 3,220,411 | 0.00% |
| <i>Category 4.4 - School Transit Service</i> | 1,600,000 | - | 1,600,000 | 0.00% |
| <i>Category 4.5 - Bus Transit Facilities</i> | 1,250,030 | - | 1,250,030 | 0.00% |
| Subtotal, Measure AA Programs | <u>38,106,907</u> | <u>434,560</u> | <u>37,672,347</u> | <u>1.14%</u> |
| Measure B VRF Programs | | | | |
| <u>Element 1 - Maintain Local Streets & Pathways</u> | <u>1,015,000</u> | <u>-</u> | <u>1,015,000</u> | <u>0.00%</u> |
| <i>Element 1.1 - Bicycle, Pedestrian, and Safety</i> | 900,000 | - | 900,000 | 0.00% |
| <i>Element 1.2 - Bike/Ped Pathways</i> | 115,000 | - | 115,000 | 0.00% |
| <u>Element 2 - Seniors & Disabled Mobility</u> | <u>913,000</u> | <u>-</u> | <u>913,000</u> | <u>0.00%</u> |
| <i>Element 2.1 - Mobility Management Programs</i> | 100,000 | - | 100,000 | 0.00% |
| <i>Element 2.2 - Paratransit & Low Income Scholarships</i> | 185,000 | - | 185,000 | 0.00% |
| <i>Element 2.3 - Paratransit Plus</i> | 350,000 | - | 350,000 | 0.00% |
| <i>Element 2.4 - Volunteer Drive & Gap Grant</i> | 278,000 | - | 278,000 | 0.00% |
| <u>Element 3 - Reduce Congestion & Pollution</u> | <u>760,000</u> | <u>79,494</u> | <u>680,506</u> | <u>10.46%</u> |
| <i>Element 3.1 - Safe Routes to School/Street Smart Program</i> | 175,000 | 50,000 | 125,000 | 28.57% |
| <i>Element 3.2 - Commute Alternative Programs</i> | 285,000 | 29,494 | 255,506 | 10.35% |
| <i>Element 3.3 - Alternative Fuel Vehicle Program</i> | 300,000 | - | 300,000 | 0.00% |
| Subtotal, Measure B Programs | <u>2,688,000</u> | <u>79,494</u> | <u>2,608,506</u> | <u>2.96%</u> |

Attachment 1: FY2024-25 Budget to Actual Comparison as of 9/30/24

| Budget Line Items | Annual Budget | Actual 9/30/24 | \$ Difference | Actual as % of Budget |
|---|---------------------|-------------------|--------------------|-----------------------|
| Interagency Agreements | | | | |
| Caltrans - MSN B8 PS&E/ROW Support & Capital | 2,548,800 | - | 2,548,800 | 0.00% |
| Caltrans & Other - MSN B7 PS&E/ROW Support & Capital | 1,017,457 | 640,336 | 377,121 | 62.93% |
| Caltrans - MSN B7 Construction Capital & Support | 41,000,000 | 124,292 | 40,875,708 | 0.30% |
| Caltrans - 101 Interchange Studies | 100,000 | 6,175 | 93,825 | 6.18% |
| Caltrans - SR-37 Segment A1 Design/ROW coop | 7,500,000 | 3,750,000 | 3,750,000 | 50.00% |
| Caltrans - Part Time Transit Lane | 50,000 | - | 50,000 | 0.00% |
| Caltrans/County of Marin - Marin City Flood Mitigation | 2,000,000 | - | 2,000,000 | 0.00% |
| County of Marin - Bellam Ramp Construction | 7,200,000 | - | 7,200,000 | 0.00% |
| County of Marin - Southern Marin Study | 250,000 | - | 250,000 | 0.00% |
| Marin Transit - Bus Facility Lease or Purchase Contribution | 1,100,000 | - | 1,100,000 | 0.00% |
| Subtotal, Interagency Agreements | 62,766,257 | 4,520,803 | 58,245,454 | 7.20% |
| TFCA Programs/Projects Expenditures | | | | |
| TFCA - Reimbursement of Various Capital Projects | 722,816 | - | 722,816 | 0.00% |
| Subtotal, TFCA Programs/Projects | 722,816 | - | 722,816 | 0.00% |
| Total Expenditures | 113,013,810 | 6,289,931 | 106,723,879 | 5.57% |
| Net Change in Fund Balance | (12,663,133) | 4,611,972 | | |
| Ending Fund Balance | 27,632,717 | 44,907,822 | | |

* Beginning Fund Balance has been adjusted to exclude the July/Aug 2024 Measure A/AA and Measure B revenues that were accrued in the FY2023-24. The July/Aug 2024 revenues are included in the FY2024-25 revenue numbers .

Please note the budget to actual comparisons are presented on a cash basis and revenues collected and expenditures paid may not reflected the actual collection and work during the period.

| Attachment 2: Summary of FY2024-25 Budget Amendments as of 9/30/24 | | | |
|---|---------------------------|----------------------------|---------------------------|
| Budget Line Items | Annual Budget | Proposed Amendments | Revised Budget |
| <u>Beginning Fund Balance *</u> | <u>40,295,850</u> | | <u>40,295,850</u> |
| REVENUES | | | |
| Measure A/AA Sales Tax | 35,000,000 | | 35,000,000 |
| Measure B Vehicle Registration Fee Revenue | 2,300,000 | | 2,300,000 |
| Cities/Towns and County CMA Fee | 591,951 | | 591,951 |
| Interest Revenue | 2,060,000 | | 2,060,000 |
| MTC STP/CMAQ Planning & OBAG Grant Funds | 1,064,969 | 132,845 | 1,197,814 |
| MTC Regional Measure 3 Fund | 43,065,000 | 3,566,257 | 46,631,257 |
| State STIP/PPM Fund | 445,000 | | 445,000 |
| CA State Earkmark | 9,500,000 | | 9,500,000 |
| State-SB1 Planning Grant | 400,000 | | 400,000 |
| State TDA Fund | 13,500 | | 13,500 |
| STIP/RTIP/ITIP Funds/SB1 Local Partnership Program Fund | 1,164,000 | | 1,164,000 |
| Federal SS4A Grant | 280,000 | | 280,000 |
| Part Time Transit Lane Grant | 550,000 | | 550,000 |
| Realized Highway 101 ROW Excess Fund | 3,566,257 | (3,566,257) | - |
| Marin Transportation For Clean Air Funding | 350,000 | | 350,000 |
| Regional TFCA Competitive Grants | - | 283,637 | 283,637 |
| <u>Total Revenue Available</u> | <u>100,350,677</u> | <u>416,482</u> | <u>100,767,159</u> |
| EXPENDITURES | | | |
| Administration | | | |
| Salaries & Benefits | 3,084,842 | | 3,084,842 |
| Office Lease | 264,827 | | 264,827 |
| Agency IT Related Equipment Upgrade | 25,000 | | 25,000 |
| Equipment Purchase/Lease | 17,500 | | 17,500 |
| Telephone/Internet/Web Hosting Services | 25,000 | | 25,000 |
| Office Supplies & Small Miscellaneous Items | 45,000 | | 45,000 |
| Insurance | 20,000 | | 20,000 |
| Financial Audit | 25,000 | | 25,000 |
| Legal Services | 25,000 | | 25,000 |
| Document/Video/Marketing Material Production | 35,000 | | 35,000 |
| Memberships | 50,000 | | 50,000 |
| Travel/Meetings/Conferences | 32,500 | | 32,500 |
| Professional Development | 12,500 | | 12,500 |
| Human Resources/Board Support | 15,000 | | 15,000 |
| Information Technology Support | 50,000 | | 50,000 |
| Annual Support & Upgrade of Financial System | 10,000 | | 10,000 |
| Stipends | 7,200 | | 7,200 |
| <u>Subtotal, Administration</u> | <u>3,744,369</u> | | <u>3,744,369</u> |

| Attachment 2: Summary of FY2024-25 Budget Amendments as of 9/30/24 | | | |
|---|----------------------|----------------------------|-----------------------|
| Budget Line Items | Annual Budget | Proposed Amendments | Revised Budget |
| Professional Services | | | |
| Bellam Blvd 101 Off-ramp Improvements - Design & ROW | 150,000 | | 150,000 |
| Travel Model Maintenance & Update | 100,000 | | 100,000 |
| Traffic Monitoring, Reporting & Travel Model Data Requests | 150,000 | 159,925 | 309,925 |
| Project Management Oversight | 240,000 | | 240,000 |
| 101/580 Multi-modal and Local Access Improvements | 1,800,000 | | 1,800,000 |
| State Legislative Assistance | 50,000 | | 50,000 |
| Measure A/AA Sales Tax Compliance Audit | 22,000 | | 22,000 |
| Mill Valley Study | 15,000 | | 15,000 |
| Public Outreach Service Support | 10,000 | | 10,000 |
| Expenditure Plan Update | 40,000 | | 40,000 |
| Street Smarts Marin | 13,500 | | 13,500 |
| Part Time Transit Lane | 500,000 | | 500,000 |
| Countywide Transportation Plan | 225,000 | | 225,000 |
| Equity Planning Support and Outreach | 100,000 | | 100,000 |
| VMT Toolkit | 400,000 | | 400,000 |
| MSN B7 Construction Design Support | 265,000 | | 265,000 |
| School Access Safety Action Plan | 280,000 | | 280,000 |
| Subtotal, Professional Services | 4,360,500 | 159,925 | 4,520,425 |
| Measure A Sales Tax Programs/Projects | | | |
| <u>Strategy 1 - Transit</u> | 90,733 | - | 90,733 |
| <i>Substrategy 1.1 - Local Bus Transit Service</i> | 61,038 | | 61,038 |
| <i>Substrategy 1.2 - Rural Bus Transit System</i> | 4,944 | | 4,944 |
| <i>Substrategy 1.3 - Special Needs Transit Services</i> | 14,848 | | 14,848 |
| <i>Substrategy 1.4 - Bus Transit Facilities</i> | 9,903 | | 9,903 |
| <u>Strategy 3 - Local Transportation Infrastructure</u> | 21,852 | - | 21,852 |
| <i>Substrategy 3.2 - Local Streets and Roads</i> | 21,852 | | 21,852 |
| <u>Strategy 4 - Safer Access to Schools.</u> | 512,376 | - | 512,376 |
| <i>Substrategy 4.1 - Safe Routes to Schools</i> | 5,448 | | 5,448 |
| <i>Substrategy 4.2 - Crossing Guards</i> | 6,928 | | 6,928 |
| <i>Substrategy 4.3 - Safe Pathways to School</i> | | | |
| <i>Safe Pathway Capital Projects</i> | 500,000 | | 500,000 |
| Subtotal, Measure A Programs | 624,961 | - | 624,961 |

| Attachment 2: Summary of FY2024-25 Budget Amendments as of 9/30/24 | | | |
|---|----------------------|----------------------------|-----------------------|
| Budget Line Items | Annual Budget | Proposed Amendments | Revised Budget |
| Measure AA Sales Tax Programs/Projects | | | |
| Major Road Set-Aside | 4,000,000 | | 4,000,000 |
| <u>Category 1 - Reduce Congestion</u> | 1,780,275 | - | 1,780,275 |
| <i>Category 1.1 - Completion of Marin-Sonoma Narrows</i> | | | |
| <i>MSN B7/B8 Design/ROW/Utility Work</i> | 140,275 | | 140,275 |
| <i>Category 1.3 - Enhance Interchanges</i> | 1,500,000 | | 1,500,000 |
| <i>Category 1.4 - Transportation Demand Management</i> | 140,000 | | 140,000 |
| <u>Category 2 - Local Transportation Infrastructure</u> | 7,848,669 | - | 7,848,669 |
| <i>Category 2.1 - Local Roads</i> | 6,528,669 | | 6,528,669 |
| <i>Category 2.2 - Large Safe Pathways Capital Projects</i> | 1,000,000 | | 1,000,000 |
| <i>Category 2.3 - Sea Level Rise</i> | 200,000 | | 200,000 |
| <i>Category 2.4 - Innovative Technology</i> | 120,000 | | 120,000 |
| <u>Category 3 - Safer Access to Schools</u> | 3,970,000 | - | 3,970,000 |
| <i>Category 3.1 - Safe Routes to Schools</i> | 1,270,000 | | 1,270,000 |
| <i>Category 3.2 - Crossing Guards</i> | 2,400,000 | | 2,400,000 |
| <i>Category 3.3 - Small Safe Pathways Capital Projects</i> | 300,000 | | 300,000 |
| <u>Category 4 - Transit</u> | 20,507,963 | 153,591 | 20,661,554 |
| <i>Category 4.1 - Local Bus Transit Service</i> | 13,500,000 | | 13,500,000 |
| <i>Category 4.2 - Rural Bus Transit System</i> | 937,522 | | 937,522 |
| <i>Category 4.3 - Special Needs Transit Services</i> | 3,220,411 | | 3,220,411 |
| <i>Category 4.4 - School Transit Service</i> | 1,600,000 | | 1,600,000 |
| <i>Category 4.5 - Bus Transit Facilities</i> | 1,250,030 | | 1,250,030 |
| <i>Category 4.6 - Expand Access to Transit</i> | - | 153,591 | 153,591 |
| Subtotal, Measure AA Programs | 38,106,907 | 153,591 | 38,260,498 |
| Measure B VRF Programs | | | |
| <u>Element 1 - Maintain Local Streets & Pathways</u> | 1,015,000 | 742,228 | 1,757,228 |
| <i>Element 1.1 - Bicycle, Pedestrian, and Safety</i> | 900,000 | 742,228 | 1,642,228 |
| <i>Element 1.2 - Bike/Ped Pathways</i> | 115,000 | | 115,000 |
| <u>Element 2 - Seniors & Disabled Mobility</u> | 913,000 | - | 913,000 |
| <i>Element 2.1 - Mobility Management Programs</i> | 100,000 | | 100,000 |
| <i>Element 2.2 - Paratransit & Low Income Scholarships</i> | 185,000 | | 185,000 |
| <i>Element 2.3 - Paratransit Plus</i> | 350,000 | | 350,000 |
| <i>Element 2.4 - Volunteer Drive & Gap Grant</i> | 278,000 | | 278,000 |
| <u>Element 3 - Reduce Congestion & Pollution</u> | 760,000 | - | 760,000 |
| <i>Element 3.1 - Safe Routes to School/Street Smart Program</i> | 175,000 | | 175,000 |
| <i>Element 3.2 - Commute Alternative Programs</i> | 285,000 | | 285,000 |
| <i>Element 3.3 - Alternative Fuel Vehicle Program</i> | 300,000 | | 300,000 |
| Subtotal, Measure B Programs | 2,688,000 | 742,228 | 3,430,228 |

| Attachment 2: Summary of FY2024-25 Budget Amendments as of 9/30/24 | | | |
|---|----------------------------|----------------------------|----------------------------|
| Budget Line Items | Annual Budget | Proposed Amendments | Revised Budget |
| Interagency Agreements | | | |
| Caltrans - MSN B8 PS&E/ROW Support & Capital | 2,548,800 | | 2,548,800 |
| Caltrans & Other - MSN B7 PS&E/ROW Support & Capital | 1,017,457 | | 1,017,457 |
| Caltrans - MSN B7 Construction Capital & Support | 41,000,000 | | 41,000,000 |
| Caltrans - 101 Interchange Studies | 100,000 | | 100,000 |
| Caltrans - SR-37 Segment A1 Design/ROW coop | 7,500,000 | | 7,500,000 |
| Caltrans - Part Time Transit Lane | 50,000 | | 50,000 |
| Caltrans/County of Marin - Marin City Flood Mitigation | 2,000,000 | | 2,000,000 |
| County of Marin - Bellam Ramp Construction | 7,200,000 | | 7,200,000 |
| County of Marin - Southern Marin Study | 250,000 | | 250,000 |
| Marin Transit - Bus Facility Lease or Purchase Contribution | 1,100,000 | | 1,100,000 |
| Subtotal, Interagency Agreements | <u>62,766,257</u> | <u>-</u> | <u>62,766,257</u> |
| TFCA Programs/Projects Expenditures | | | |
| TFCA - Reimbursement of Various Capital Projects | 722,816 | - | 722,816 |
| Subtotal, TFCA Programs/Projects | <u>722,816</u> | <u>-</u> | <u>722,816</u> |
| Total Expenditures | <u>113,013,810</u> | <u>1,055,744</u> | <u>114,069,554</u> |
| Net Change in Fund Balance | <u>(12,663,133)</u> | <u>(639,262)</u> | <u>(13,302,395)</u> |
| Ending Fund Balance | <u>27,632,717</u> | | <u>26,993,455</u> |

Attachment 3: FY2024-25 Revenue and Expenditure Report as of 9/30/24 – Measure A

| Budget Line | Interest | 5% Reserve | 1% Admin | 4% Program | S - 1.1 Local Bus | S - 1.2 Rural Bus | S - 1.3 Para. | S - 1.4 Cap. Imp. |
|--|-----------|------------|----------|------------|-------------------|-------------------|---------------|-------------------|
| REVENUE | | | | | | | | |
| FY2024 Accrual Balance | 4,510,155 | 1,115,478 | (21) | 17,150 | 149,554 | 6,081 | 18,236 | 13,029 |
| FY2025 Revenue | 74,733 | | 4 | 18 | 168 | 14 | 41 | 27 |
| | | | | | | | | |
| EXPENSES | | | | | | | | |
| ADMINISTRATION | | | | | | | | |
| Salaries & Benefits | | | | | | | | |
| PROFESSIONAL SERVICES | | | | | | | | |
| N/S Greenway - Construction Design Support | | | | | | | | |
| MEASURE A PROGRAMS/PROJECTS | | | | | | | | |
| Strategy 1 - Transit | | | | | | | | |
| Strategy 3 - Streets & Roads | | | | | | | | |
| Strategy 4- Safe Routes | | | | | | | | |
| Total Expenses | - | - | - | - | - | - | - | - |
| | | | | | | | | |
| BALANCE | 4,584,888 | 1,115,478 | (17) | 17,168 | 149,721 | 6,094 | 18,277 | 13,056 |

The FY2025 Revenue excludes July and Aug 2024 cash receipts. The two months of revenue were accrued in the FY2024 accrual balance.

Attachment 3: FY2024-25 Revenue and Expenditure Report as of 9/30/24 – Measure A

| Budget Line | S - 3.1 Major Roads | S - 3.2 Local Roads | S - 4.1 SR2S | S- 4.2 C. Guards | S - 4.3 Pathways | Total |
|--|------------------------|------------------------|-----------------|---------------------|---------------------|-----------|
| REVENUE | | | | | | |
| FY2024 Accrual Balance | 29,388 | 404,532 | 7,634 | 10,504 | (292,211) | 5,989,509 |
| FY2025 Revenue | 60 | 60 | 15 | 19 | 16 | 75,174 |
| | | | | | | |
| EXPENSES | | | | | | |
| ADMINISTRATION | | | | | | |
| Salaries & Benefits | | | | | | - |
| PROFESSIONAL SERVICES | | | | | | |
| N/S Greenway - Construction Design Support | | | | | | - |
| MEASURE A PROGRAMS/PROJECTS | | | | | | |
| Strategy 1 - Transit | | | | | | - |
| Strategy 3 - Streets & Roads | | | | | | - |
| Strategy 4- Safe Routes | | | | | | - |
| Total Expenses | - | - | - | - | - | - |
| | | | | | | |
| BALANCE | 29,448 | 404,592 | 7,649 | 10,523 | (292,195) | 6,064,684 |

Attachment 4: FY2024-25 Revenue and Expenditure Report as of 9/30/24 – Measure AA

| Budget Line | Interest | Major Road Set Aside | 5% Reserve | 1% Adm | 4% PM | Category DM | Cat 1.1 MSN | Cat 1.2 101/580 | Cat 1.3 Intrchngs | Cat 1.4 TDM | Cat 2.1 Local Roads | Cat 2.2 Large SP Projects | Cat 2.3 Sea Level Rise | Cat 2.4 Innovative Tech |
|---|-----------|----------------------|------------|---------|---------|-------------|-------------|-----------------|-------------------|-------------|---------------------|---------------------------|------------------------|-------------------------|
| REVENUE | | | | | | | | | | | | | | |
| FY2024 Accrual Balance | 1,840,579 | (7,338,140) | 6,904,677 | 944,674 | 493,966 | - | (2,346,731) | 1,707,949 | 930,092 | 532,202 | 6,288,010 | 1,275,544 | 1,017,131 | 540,431 |
| FY2025 Revenue | 391,572 | 195,833 | - | 26,541 | 106,162 | 56,250 | 31,311 | 41,748 | 62,623 | 10,437 | 502,966 | 68,586 | 22,862 | 11,431 |
| EXPENSES | | | | | | | | | | | | | | |
| ADMINISTRATION | | | | | | | | | | | | | | |
| Salaries & Benefits | | 11,783 | | 62,192 | 187,422 | 52,735 | | | | | | | | |
| Office Lease | | | | | 80,654 | | | | | | | | | |
| Agency IT Related Equipment Upgrade | | | | | | | | | | | | | | |
| Equipment Purchase/Lease | | | | | 1,034 | | | | | | | | | |
| Telephone/Internet/Web Hosting Services | | | | | 5,421 | | | | | | | | | |
| Office Supplies & Small Miscellaneous Items | | | | | 9,457 | | | | | | | | | |
| Insurance | | | | | 17,202 | | | | | | | | | |
| Financial Audit | | | | | 12,560 | | | | | | | | | |
| Legal Services | | | | | | | | | | | | | | |
| Document/Video/Marketing Material Production | | | | | | | | | | | | | | |
| Memberships | | | | | 10,899 | | | | | | | | | |
| Travel/Meetings/Conferences | | | | | 3,724 | | | | | | | | | |
| Professional Development | | | | | 866 | | | | | | | | | |
| Human Resources/Board Support | | | | | 617 | | | | | | | | | |
| Information Technology Support | | | | | 8,384 | | | | | | | | | |
| Annual Support & Upgrade of Financial System | | | | | | | | | | | | | | |
| PROFESSIONAL SERVICES | | | | | | | | | | | | | | |
| Bellam Blvd 101 Off Ramp Improvements - Design & ROW | | 218,075 | | | | | | | | | | | | |
| Measure A/AA Sales Tax Compliance Audit | | | | | | | | | | | | | | |
| Mill Valley Study | | | | | | | | | | | | | | |
| Project Management Oversight | | | | | | 375 | | | | | | | | |
| Public Outreach Service Support | | | | | | | | | | | | | | |
| Expenditure Plan Update | | | | | | | | | | | | | | |
| MEASURE AA SALES TAX PROGRAMS/PROJECTS | | | | | | | | | | | | | | |
| Major Road Set-Aside | | | | | | | | | | | | | | |
| Category 1 - Reduce Congestion | | | | | | | 7,921 | | 161,815 | 14,527 | | | | |
| Category 2 - Local Transportation Infrastructure | | | | | | | | | | | | | | 7,481 |
| Category 3 - Safer Access to Schools | | | | | | | | | | | | | | |
| Category 4 - Transit | | | | | | | | | | | | | | |
| INTERAGENCY AGREEMENTS | | | | | | | | | | | | | | |
| Marin Transit - Bus Facility Lease or Purchase Contribution | | | | | | | | | | | | | | |
| Caltrans - 101 Interchange Studies | | | | | | | | | 6,175 | | | | | |
| County of Marin - Bellam Ramp Construction | | | | | | | | | | | | | | |
| County of Marin - Southern Marin Study | | | | | | | | | | | | | | |
| Total Expenses | - | 229,858 | - | 62,192 | 338,239 | 53,110 | 7,921 | - | 167,990 | 14,527 | - | - | - | 7,481 |
| BALANCE | 2,232,151 | (7,372,164) | 6,904,677 | 909,022 | 261,889 | 3,140 | (2,323,341) | 1,749,698 | 824,724 | 528,113 | 6,790,975 | 1,344,130 | 1,039,993 | 544,381 |

The FY2025 Revenue excludes July and Aug 2024 cash receipts. The two months of revenue were accrued in the FY2024 accrual balance.

Attachment 4: FY2024-25 Revenue and Expenditure Report as of 9/30/24 – Measure AA

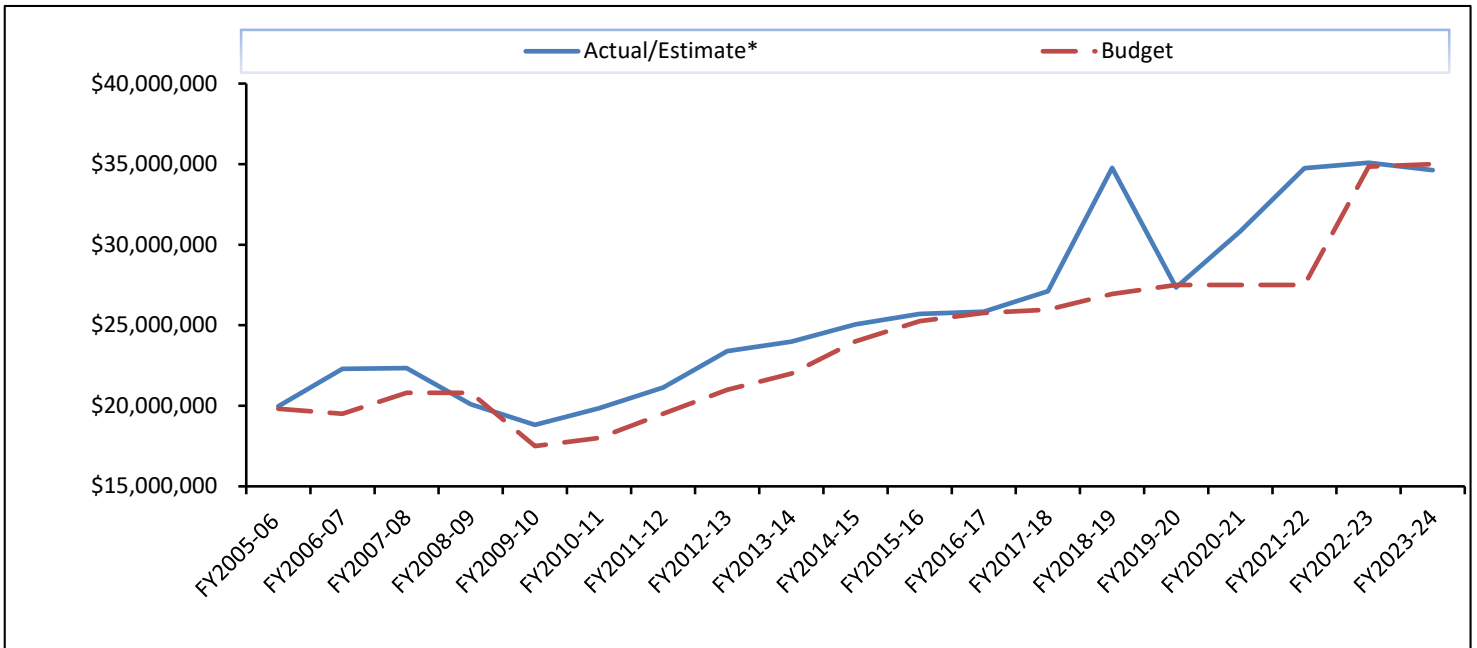
| Budget Line | Cat 3.1 SR2S | Cat 3.2 Crossing Guards | Cat 3.3 Small SP Projects | Cat 4.1 Local Transit | Cat 4.2 Rural Transit | Cat 4.3 Special Needs | Cat 4.4 School Transit | Cat 4.5 Transit Facilities | Cat 4.6 Transit Access | Total |
|---|-----------------|----------------------------|------------------------------|--------------------------|--------------------------|--------------------------|---------------------------|-------------------------------|---------------------------|------------|
| REVENUE | | | | | | | | | | |
| FY2024 Accrual Balance | 1,446,482 | 1,815,694 | 774,394 | 12,264,097 | (35,072) | 1,557,986 | 1,550,820 | 201,238 | 528,517 | 32,894,540 |
| FY2025 Revenue | 75,052 | 150,105 | 21,444 | 762,420 | 69,311 | 219,485 | 115,518 | 92,415 | 11,552 | 3,045,624 |
| | | | | | | | | | | |
| EXPENSES | | | | | | | | | | |
| ADMINISTRATION | | | | | | | | | | |
| Salaries & Benefits | | | | | | | | | | 314,132 |
| Office Lease | | | | | | | | | | 80,654 |
| Agency IT Related Equipment Upgrade | | | | | | | | | | - |
| Equipment Purchase/Lease | | | | | | | | | | 1,034 |
| Telephone/Internet/Web Hosting Services | | | | | | | | | | 5,421 |
| Office Supplies & Small Miscellaneous Items | | | | | | | | | | 9,457 |
| Insurance | | | | | | | | | | 17,202 |
| Financial Audit | | | | | | | | | | 12,560 |
| Legal Services | | | | | | | | | | - |
| Document/Video/Marketing Material Production | | | | | | | | | | - |
| Memberships | | | | | | | | | | 10,899 |
| Travel/Meetings/Conferences | | | | | | | | | | 3,724 |
| Professional Development | | | | | | | | | | 866 |
| Human Resources/Board Support | | | | | | | | | | 617 |
| Information Technology Support | | | | | | | | | | 8,384 |
| Annual Support & Upgrade of Financial System | | | | | | | | | | - |
| PROFESSIONAL SERVICES | | | | | | | | | | |
| Bellam Blvd 101 Off Ramp Improvements - Design & ROW | | | | | | | | | | 218,075 |
| Measure A/AA Sales Tax Compliance Audit | | | | | | | | | | - |
| Mill Valley Study | | | | | | | | | | - |
| Project Management Oversight | | | | | | | | | | 375 |
| Public Outreach Service Support | | | | | | | | | | - |
| Expenditure Plan Update | | | | | | | | | | - |
| MEASURE AA SALES TAX PROGRAMS/PROJECTS | | | | | | | | | | |
| Major Road Set-Aside | | | | | | | | | | - |
| Category 1 - Reduce Congestion | | | | | | | | | | 184,263 |
| Category 2 - Local Transportation Infrastructure | | | | | | | | | | 7,481 |
| Category 3 - Safer Access to Schools | 67,303 | 166,575 | | | | | | | | 233,878 |
| Category 4 - Transit | | | | | | | | | | - |
| INTERAGENCY AGREEMENTS | | | | | | | | | | |
| Marin Transit - Bus Facility Lease or Purchase Contribution | | | | | | | | | | - |
| Caltrans - 101 Interchange Studies | | | | | | | | | | 6,175 |
| County of Marin - Bellam Ramp Construction | | | | | | | | | | - |
| County of Marin - Southern Marin Study | | | | | | | | | | - |
| | | | | | | | | | | |
| Total Expenses | 67,303 | 166,575 | - | - | - | - | - | - | - | 1,115,197 |
| | | | | | | | | | | |
| BALANCE | 1,454,231 | 1,799,224 | 795,838 | 13,026,517 | 34,239 | 1,777,470 | 1,666,338 | 293,652 | 540,069 | 34,824,966 |

Attachment 5.1: FY2024 and FY2025 Monthly Measure A/AA Sales Tax Disbursement Comparison

(Cash Disbursement from July to June)

| | | FY2024 | FY2025 | \$ Difference | % Difference |
|------------------------|-----------------------------|-------------------|-------------------|------------------|---------------|
| Actuals | July | 3,064,213 | 2,883,434 | (180,779) | -5.90% |
| | August | 3,192,884 | 3,234,180 | 41,296 | 1.29% |
| | September | 2,645,981 | 2,654,493 | 8,512 | 0.32% |
| Actual / Budget | October | 2,746,229 | | (2,746,229) | -100.00% |
| | November | 3,474,197 | | (3,474,197) | -100.00% |
| | December | 2,621,475 | | (2,621,475) | -100.00% |
| | January | 2,538,294 | | (2,538,294) | -100.00% |
| | February | 3,801,621 | | (3,801,621) | -100.00% |
| | March | 2,509,054 | | (2,509,054) | -100.00% |
| | April | 2,431,403 | | (2,431,403) | -100.00% |
| | May | 3,186,759 | | (3,186,759) | -100.00% |
| | June | 2,547,242 | | (2,547,242) | -100.00% |
| | July - September | 8,903,077 | 8,772,107 | (130,971) | -1.47% |
| | Annual Disbursement | 34,759,351 | | | |
| | FY2025 Annual Budget | | 35,000,000 | | |

Attachment 5.2 Measure A/AA Sales Tax Actual Vs. Budget Comparison



Attachment 6: FY2024 and FY2025 Monthly Measure B VRF Disbursement Comparison

(Cash Disbursement from July to June)

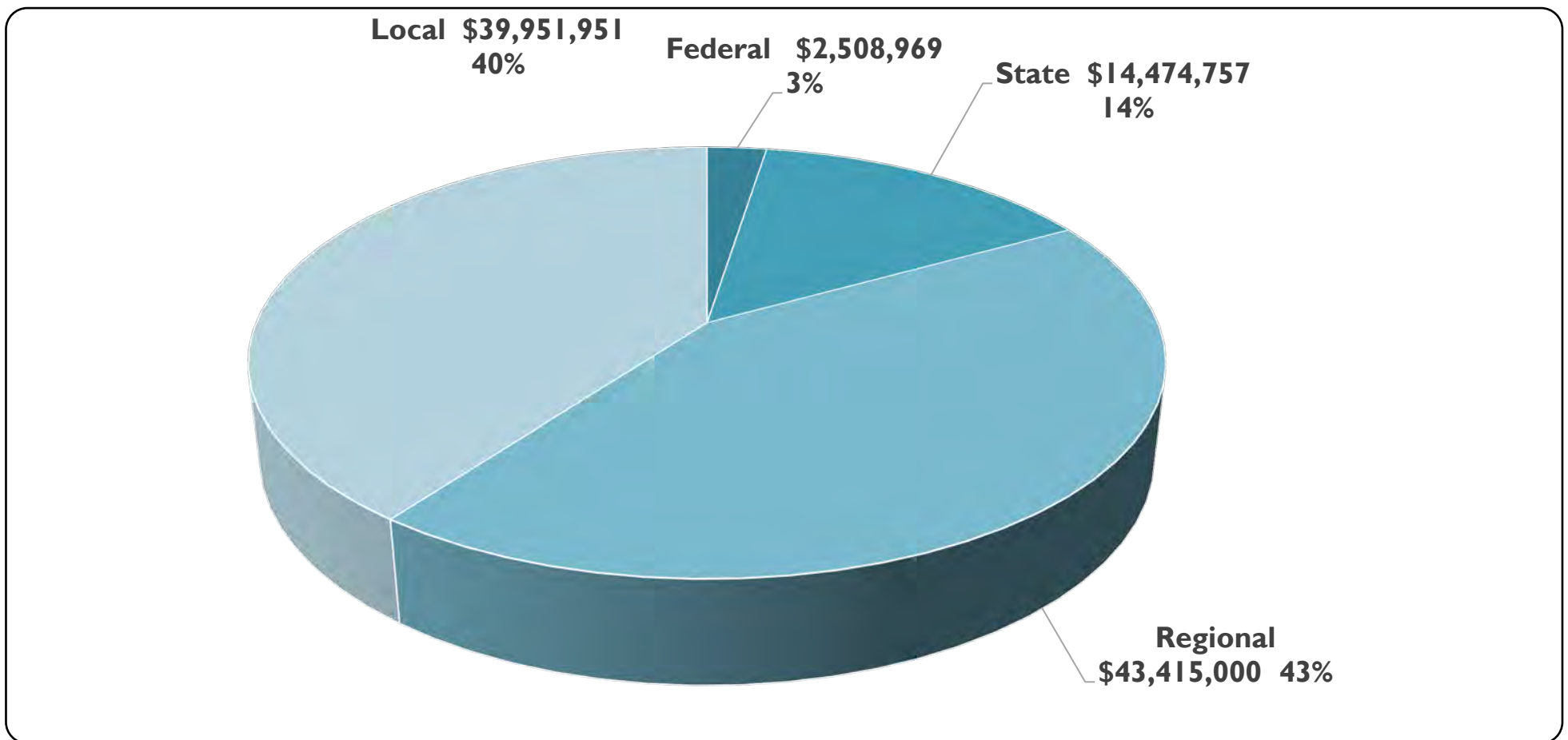
| | | FY2024 | FY2025 | \$ Difference | % Difference |
|------------------------|-----------------------------|------------------|------------------|----------------------|---------------------|
| Actual | July | 208,837 | 205,236 | (3,601) | -1.72% |
| | August | 200,384 | 179,147 | (21,237) | -10.60% |
| | September | 175,592 | 201,606 | 26,014 | 14.82% |
| Actual / Budget | October | 217,993 | | (217,993) | -100.00% |
| | November | 188,600 | | (188,600) | -100.00% |
| | December | 183,726 | | (183,726) | -100.00% |
| | January | 173,663 | | (173,663) | -100.00% |
| | February | 184,565 | | (184,565) | -100.00% |
| | March | 216,077 | | (216,077) | -100.00% |
| | April | 184,713 | | (184,713) | -100.00% |
| | May | 194,891 | | (194,891) | -100.00% |
| | June | 186,363 | | (186,363) | -100.00% |
| | July - September | <u>584,813</u> | <u>585,990</u> | <u>1,177</u> | <u>0.20%</u> |
| | Annual Disbursement | <u>2,315,404</u> | | | |
| | FY2025 Annual Budget | | <u>2,300,000</u> | | |

Attachment 7: CalTRUST Investment Monthly Interest Income by Fund
(July - September 2024)

| | Short Term | Medium Term | Liquidity* | Total |
|---|-------------------|--------------------|-------------------|-----------------|
| Initial Principal Investment | \$ 1,808,530 | \$ 44,297,339 | \$ - | \$ 46,105,869 |
| Prior Reinvested Interest Revenue | \$ 199,426 | \$ 6,354,202 | \$ 2,990,693 | \$ 9,544,320 |
| Prior Reinvestment of Interest to Liquidity Fund | \$ (124,124) | \$ (4,130,092) | \$ 4,254,215 | \$ - |
| Prior Realized Gain/(Loss) | \$ 5,599 | \$ 77,449 | \$ - | \$ 83,048 |
| Prior Purchase | \$ - | \$ - | \$ 104,550,000 | \$ 104,550,000 |
| Prior Redemption | \$ (938,351) | \$ (4,000,000) | \$ (80,611,728) | \$ (85,550,079) |
| | | | | |
| Realized Gain/(Loss) - 9/30/24 YTD | \$ - | \$ - | \$ - | \$ - |
| | | | | |
| FY2023-24 Monthly Interest Income | | | | |
| <i>July-24</i> | \$ 4,240 | \$ 159,507 | \$ 156,361 | \$ 320,109 |
| <i>August-24</i> | \$ 3,793 | \$ 144,090 | \$ 190,274 | \$ 338,156 |
| <i>September-24</i> | \$ 3,850 | \$ 148,058 | \$ 135,472 | \$ 287,379 |
| Total Thru 1st Quarter | \$ 11,883 | \$ 451,655 | \$ 482,106 | \$ 945,644 |
| Reinvestment of Interest to Liquidity Fund | \$ (11,883) | \$ (451,655) | \$ 463,538 | \$ - |
| | | | | |
| Net Investment Purchase/Redemption - 9/30/24 YTD | \$ - | \$ - | \$ (700,000) | \$ (700,000) |
| | | | | |
| Unrealized Gain/(Loss) - 9/30/24 Cumulative | \$ 7,607 | \$ (513,754) | \$ - | \$ (506,147) |
| | | | \$ | \$ - |
| | | | | |
| Market Value - 9/30/24 | \$ 958,687 | \$ 42,085,145 | \$ 31,428,825 | \$ 74,472,656 |

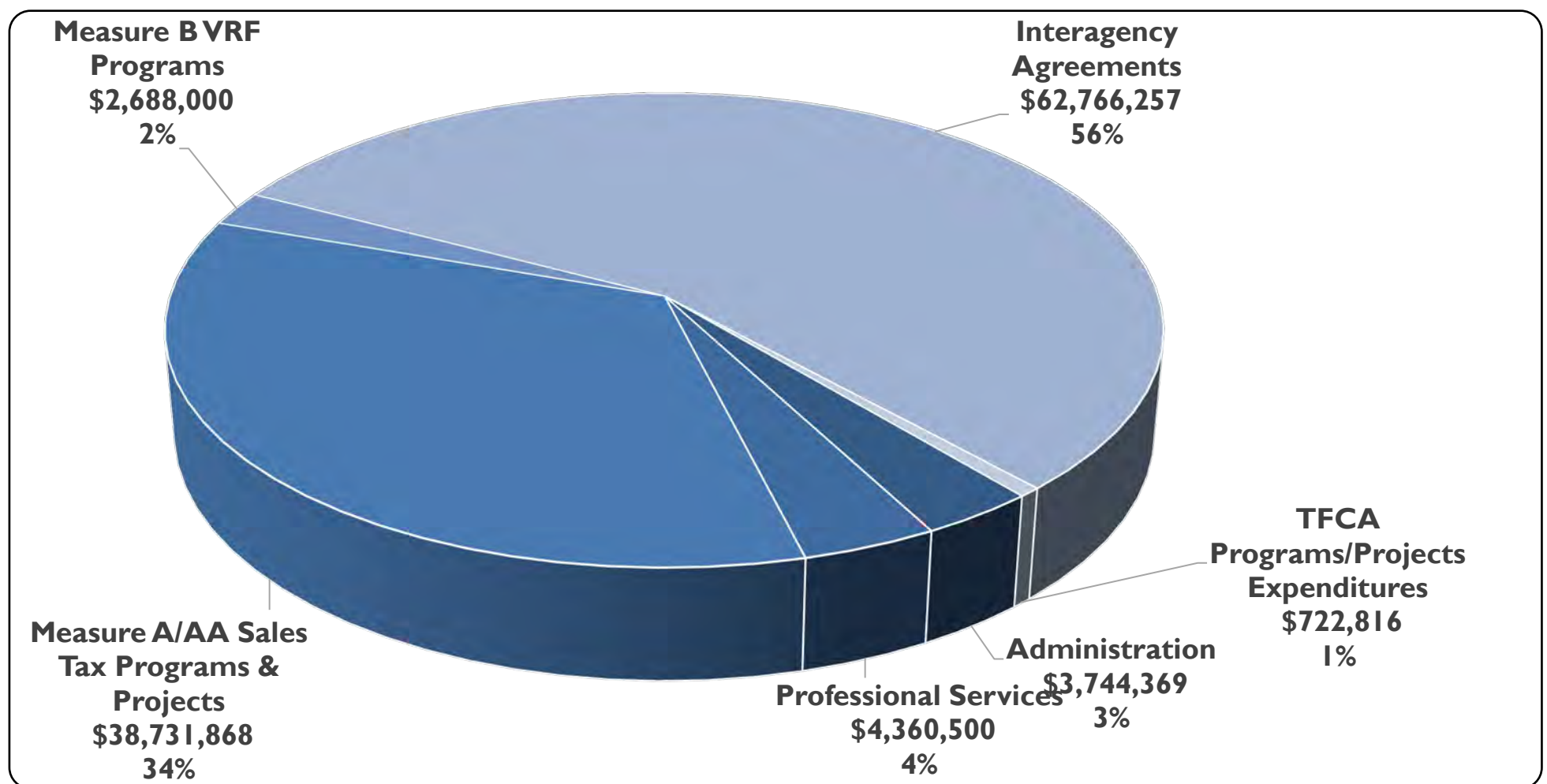
Note: Starting December 1, 2018, interests earned in the short-term and medium-term funds are reinvested in the liquidity fund for potential immediate agency cash needs with no principal risk.

Attachment 8.1: FY2024-25 Budget Revenue Overview by Funding Source



Attachment 8.2: FY2024-25 Budget Expenditure Overview by Category

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Transportation Acronyms

| Acronym | Full Term |
|----------|--|
| ABAG | Association of Bay Area Governments |
| ADA | Americans with Disabilities Act |
| BAAQMD | Bay Area Air Quality Management District |
| BATA | Bay Area Toll Authority |
| BART | Bay Area Rapid Transit |
| BCDC | Bay Conservation and Development Commission |
| BPAC | Bicycle / Pedestrian Advisory Committee |
| BRT | Bus Rapid Transit |
| Caltrans | California Department of Transportation |
| CEQA | California Environmental Quality Act |
| CIP | Capital Investment Program |
| CMA | Congestion Management Agency |
| CMAQ | Congestion Mitigation and Air Quality |
| CMFC | Central Marin Ferry Connection |
| CMP | Congestion Management Program |
| CO-OP | Cooperative Agreement |
| CTC | California Transportation Commission |
| DPW | Department of Public Works |
| EIR | Environmental Impact Report |
| EV | Electric Vehicle |
| FHWA | Federal Highway Administration |
| FTA | Federal Transit Administration |
| FY | Fiscal Year |
| GGT | Golden Gate Transit |
| GGBHTD | Golden Gate Bridge Highway and Transportation District |
| HOT Lane | High Occupancy Toll Lane |
| HOV Lane | High Occupancy Vehicle Lane |
| ITIP | Interregional Transportation Improvement Program |
| ITS | Intelligent Transportation Systems |

Transportation Acronyms

| Acronym | Full Term |
|-----------|--|
| LOS | Level of Service |
| MCBC | Marin County Bicycle Coalition |
| MPO | Metropolitan Planning Organization |
| MPWA | Marin Public Works Association |
| MT | Marin Transit |
| MTC | Metropolitan Transportation Commission |
| MTS | Metropolitan Transportation System |
| Neg Dec | Negative Declaration |
| NEPA | National Environmental Policy Act |
| NOP | Notice of Preparation |
| NTPP | Non-motorized Transportation Pilot Program |
| OBAG | One Bay Area Grant |
| PAED | Project Approval and Environmental Document |
| PCA | Priority Conservation Area |
| PCI | Pavement Condition Index |
| PDA | Priority Development Area |
| PS&E | Plans, Specifications and Engineers Estimate |
| PSR | Project Study Report |
| RHNA | Regional Housing Needs Allocation |
| RM2 | Regional Measure 2 (Bridge Toll) |
| RM3 | Regional Measure 3 (Bridge Toll- 2018) |
| RTIP | Regional Transportation Improvement Program |
| RTP | Regional Transportation Plan |
| SCS | Sustainable Communities Strategy |
| SMART | Sonoma Marin Area Rail Transit |
| SR | State Route |
| SR2S/SRTS | Safe Routes to Schools |
| STA | State Transit Assistance |
| STIP | State Transportation Improvement Program |

Transportation Acronyms

| Acronym | Full Term |
|---------|--|
| STP | Surface Transportation Program |
| TCM | Transportation Control Measures |
| TCRP | Transportation Congestion Relief Program |
| TDA | Transportation Development Act |
| TDM | Transportation Demand Management |
| TFCA | Transportation Fund for Clean Air |
| TIP | Federal Transportation Improvement Program |
| TMP | Traffic Management Plan |
| TMS | Transportation Management System |
| TNC | Transportation Network Company |
| TOD | Transit-Oriented Development |
| TOS | Transportation Operations Systems |
| VMT | Vehicle Miles Traveled |
| VRF | Vehicle Registration Fee |

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DATE: October 24, 2024

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Dan Cherrier, Director of Project Delivery

SUBJECT: Contract Amendment with BKF Engineers to Complete Design and Support on the Richmond-San Rafael Bridge Approach Improvements and Budget Amendment (Action), Agenda Item No. 5c

RECOMMENDATION

Staff is recommending the TAM Board authorize the Executive Director to execute the sixth amendment to Contract C-FY17-02 with BKF Engineers, to extend the contract time for the design and support of the Richmond-San Rafael Bridge Approach Improvement Projects to December 31, 2026 and to increase the Not to Exceed amount by \$400,000 to \$2,460,000. This action also requires a budget amendment to add a new budget line for \$150,000 in the TAM FY2024/2025 Budget for the Sir Francis Drake Flyover Bike facility.

BACKGROUND

TAM has been working closely with the Bay Area Toll Authority (BATA), Caltrans, the City of San Rafael and the City of Larkspur to advance improvements to the approaches to the Richmond-San Rafael Bridge. The TAM Board previously approved funding for three independent projects to improve access to the Bridge: (1) vehicular access improvements at the Highway 101 off-ramp to Bellam Blvd., (2) vehicular, bicycle and pedestrian access improvements along East Sir Francis Drake Blvd., and (3) bicycle access improvements on the I-580 Overcrossing to Westbound Sir Francis Drake Blvd. The Bellam Blvd. project is about to enter the construction phase. The improvements to East Sir Francis Drake Blvd. have been completed and are providing travel benefits for both eastbound and westbound users. Construction of a separated bicycle facility project for the Sir Francis Drake flyover was open to users in 2020.

The East Sir Francis Drake Project improvements have provided a notable relief to the congestion compared to the pre-project conditions.

The Class IV bikeway on the I-580 overcrossing to Sir Francis Drake Blvd. has allowed bicycle connectivity to the multi-use path on the Richmond-San Rafael Bridge for users of the Class II facility on Andersen Drive without the necessity to cross Sir Francis Drake Blvd. This project experienced numerous design changes and required design support during construction. The design effort was streamlined by referring to the improvements as a pilot. In this manner, the pathway was able to open much sooner to complement the multi-use path on the Bridge.

The scope of the Bellam Blvd. Improvement Project involves improving safety on northbound Highway 101 by allowing for additional storage on the on-ramp and reducing the stopped traffic in the right lane of Highway 101. Other improvements include adding a second lane to the off-ramp to separate Highway 101 traffic turning left at Bellam Blvd. from traffic going straight across the ramp or turning right; adding a second right turn lane to help with traffic merging from the I-580 off-ramp; reconfiguring the crosswalk across Bellam Blvd.; and making improvements to the eastbound on-ramp.

DISCUSSION

Design of the two-way bicycle facility across the Sir Francis Drake Flyover was expedited to allow for construction shortly after the opening of the multi-use path on the upper deck of the Richmond San Rafael Bridge. Caltrans allows certain key steps to be bypassed during the design process if the project is identified as a pilot. Among the bypassed steps were obtaining design exceptions, determining ownership of the structure, assigning maintenance responsibilities, and the long-term issues associated with the barrier.

The four-year pilot has now been completed and has been found to be very successful. A decision was made by Caltrans and BATA to complete the pilot and make the barrier-separated facility permanent. Since TAM was responsible for the original design, staff must now work with Caltrans and BATA to complete the design steps that were omitted. TAM will continue to utilize the designer BKF Engineers to complete these steps.

The Bellam Ramp Project is entering the construction phase. Bids are scheduled to be opened on October 23, 2024. Construction will take approximately one year. TAM previously entered into an Interagency Agreement with Marin County to administer the construction contract. Remaining steps for the consultant include construction staking and design support during construction.

This past spring, Caltrans required that the Bellam Right of Way process be performed in strict accordance with Caltrans' right of way procedures. Note, this is very unusual for a project being administered by others when the right of way does not involve Caltrans. This step was time-consuming and more expensive than anticipated. BKF Engineers will now require additional contract authority to complete the remaining steps.

Staff is recommending that \$400,000 be added to the BKF Engineers contract to complete the work on the Sir Francis Drake Flyover and the Bellam Ramp Project.

FISCAL IMPACTS

Each of the three design projects under this contract experienced design changes due to unexpected conditions and additional regulatory challenges. It is expected that an additional \$400,000 will be sufficient to complete design support for the Bicycle Barrier Project/closeout activities, and to complete bid support, design support during construction, and closeout activities for the Bellam Blvd. Project.

Funding for the additional work is from the Measure AA Major Road Set Aside. Note, this Project was originally funded by the Measure A Bond Reserve. The remaining balance of the Measure A Bond reserve was placed in the Measure AA Major Road Set Aside in 2019. This action includes a budget amendment to add a new budget line for \$150,000 in the TAM FY2024/2025 Budget for the Sir Francis Drake Flyover Bike facility.

NEXT STEPS

Complete the design and obtain Caltrans approval for the design exceptions for the Class IV Bikeway on the Sir Francis Drake Flyover. Assist BATA with transfer of ownership of the barrier to Caltrans and determine maintenance responsibilities.

Work closely with the County of Marin and Caltrans to complete construction of the Bellam Ramp Project.

ATTACHMENTS

None.

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DATE: October 24, 2024

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Melanie Purcell, Director of Finance and Administration

SUBJECT: Acceptance of the TAM Workplace Violence Prevention Plan (Action), Agenda Item No. 5d

RECOMMENDATION

Staff recommends the TAM Board approve the TAM Workplace Violence Prevention Plan (WVPP) in accordance with Senate Bill (SB) 553 as noted in the attached draft document. The Administration, Projects and Planning (AP&P) Executive Committee reviewed the WVPP at its October 14, 2024, meeting and recommended it to the Board for approval.

BACKGROUND

In 2023, the California State Legislature passed Senate Bill 553, requiring all California employers to develop and implement a Workplace Violence Prevention Plan (WVPP) effective July 1, 2024. The WVPP must meet certain criteria including definitions of the types of violence experienced in the workplace, the parties responsible for implementing and monitoring the plan, employee communications and involvement, and response and reporting procedures.

DISCUSSION/ANALYSIS

The proposed TAM WVPP is modeled from the template provided by Cal/OSHA and has been circulated amongst staff to gain their feedback. While the plan is not required to itemize specific safety and workplace violence prevention steps, the proposed TAM WVPP does include some guidelines unique to our operations and designed to protect staff.

FISCAL CONSIDERATION

No significant costs identified at this time. Costs for training materials will be nominal depending on options available.

NEXT STEPS

Upon approval by the TAM Board, the WVPP, alongside the existing HR Policies and Procedures, will be made available in the staff internal drive and staff will be notified of the updates. The provisions of the plan, including required training and reporting, will be implemented as soon as possible; and the Workplace Violence Prevention Plan as shown in Attachment A will be incorporated into the HR Policies and Procedures, to be effective immediately.

ATTACHMENTS

Attachment A – Draft Workplace Violence Prevention Plan

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Transportation Authority of Marin (TAM) DRAFT Workplace Violence Prevention Plan (WVPP)

Purpose:

The purpose of the TAM Workplace Violence Prevention Plan is to establish, implement, and maintain an effective workplace violence prevention plan as required under Labor Code sections 6401.7 and 6401.9. California Senate Bill 553 (SB 553) requires California workplaces to have a policy in place to address the rising episodes of violence occurring at the worksite. SB 553 has multiple requirements of an employer which can be broadly grouped into two categories: pre-violent incident activities and post-violent incident activities.

The goal of establishing a Workplace Violence Prevention Plan is to reduce violent incidents in the workplace at TAM. Ultimately, this is achieved through improved employee awareness, violent incident identification and reporting, tracking of violent incidents, and corrective actions when hazards are recognized.

Specifically, this Plan contains procedures to address the following statutory requirements:

- 1) Provide effective training to employees on the legal requirements related to the prevention of workplace violence.
- 2) Maintain records of the following: (a) Workplace Violence hazards, (b) TAM employee trainings, (c) Violent Incident Logs, and (d) the investigation of any incident of Workplace Violence.
- 3) Ensure certain records are made available to the California Division of Occupational Safety and Health (Cal/OSHA) and employees.
- 4) Although all employees are responsible for contributing to and complying with the WVPP and all managers are responsible for implementing and maintaining the WVPP, the Director of Finance & Administration (DFA) is charged with maintaining the state mandated documentation and investigating incident and hazards of workplace violence.

Definitions:

For the purposes of the WVPP, the following definitions apply:

- “Access” means the right and opportunity to examine and receive a copy of the WVPP.
- “Credible threat of violence” is a knowing and willful statement or course of conduct that would place a reasonable person in fear for his or her safety, or the safety of his or her immediate family, and that serves no legitimate purpose.
- “Designated Representative” means any individual or organization to whom an employee gives Written Authorization to exercise a right of access.
- “Emergency” or “Emergencies” means unanticipated circumstances that can be life threatening or pose a risk of significant injuries to employees or other persons.
- “Engineering Controls” mean an aspect of the built space or a device that removes a hazard from the workplace or creates a barrier between the worker and the hazard.

- “Serious Injury or Illness” means any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization for other than medical observation or diagnostic testing, or in which an employee suffers an amputation, the loss of an eye, or any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by an accident on a public street or highway, unless the accident occurred in a construction zone.
- “Threat of Violence” means any verbal or written statement, including, but not limited to, texts, electronic messages, social media messages, or other online posts, or any behavioral or physical conduct, that conveys an intent, or that is reasonably perceived to convey an intent, to cause physical harm or to place someone in fear of physical harm, and that serves no legitimate purpose.
- “Workplace Violence” means any act of violence or Threat of Violence that occurs in TAM’s covered workplace. Workplace Violence does not include lawful acts of self-defense or defense of others.

Although there are different definitions and/or interpretations of “violence,” for purposes of reporting and analyzing events, the Workplace Violence definitions as set forth in SB 553 are included below and are used consistently throughout training and reporting materials.

- Type I. Violence by Strangers Example: DPW street cleaner assaulted by Stranger while sweeping up.
- Type II. Violence by Customers/Clients Example: Transit operators being assaulted by a customer/client.
- Type III. Violence by Current or Past Coworkers Example: Co-worker violence. Disgruntled employee returning to worksite to do harm.
- Type IV. Violence by someone with Personal Relations with an Employee Example: Domestic abuse situations where partner comes to worksite to do harm.

Violence may include not only acts of violence but also threats to commit violence or do harm. Workplace violence includes any conduct, verbal or physical, in-person or virtual, which causes another to reasonably fear for their own personal safety or that of their immediate family.

Education, Training, and Communication:

Education and Training

SB 553 requires all employees to complete an annual mandatory workplace violence training and instruction that is clear, understandable, and effective. This training includes an understanding of what a violent incident is, how to escalate for attention and help, and what the role of the supervisor is in completing a violent incident report. The training is meant to be a general overview and does not address all sites or scenarios. Training shall be provided at a minimum annually, when a deficiency is observed, and after a Workplace Violence incident.

Communication

Beyond the initial and annual training for all employees on WVPP, TAM will have ongoing effective communication with employees related to the topic of workplace violence. This includes encouraging employees to report violent incidents without fear of retaliation, addressing employee concerns around violence, and any post-event investigations yielding corrective actions that could reduce violent incidents. Communication can be in-person, or virtual, and can include staff meetings, newsletters, or staff notices. These communications also serve to bring timely updates to employees when changes in processes have been identified after a violent incident investigation to prevent future episodes. Communications will also be maintained on the shared drive for reference.

Identifying, Evaluating, and Correcting Workplace Violence Hazards

TAM encourages the active involvement of employees in identifying, evaluating, and correcting Workplace Violence hazards by:

- 1) Scheduling general employee meetings at which Workplace Violence hazards are freely and openly discussed by those present;
- 2) Surveying employees regarding the identification, evaluation, and correction of any Workplace Violence hazards;
- 3) Providing a means by which employees may provide feedback regarding the identification, evaluation, and correction of any Workplace Violence hazards; and
- 4) Providing a means by which employees may report potential Workplace Violence hazards that TAM will evaluate and, if necessary, correct.

Designing and Implementing Training

TAM encourages the active involvement of employees in designing and implementing training by:

- 1) Providing opportunities for employees to identify the daily activities they believe put them at most risk for Workplace Violence and address those activities within the training; and
- 2) Authorizing sufficient time and resources to facilitate employee participation, including holding trainings during regular working hours.

Reporting and Investigating Workplace Violence Incidents

TAM encourages the active involvement of employees in reporting and investigating Workplace Violence incidents by:

- 1) Encouraging any employee who experiences, witnesses, or becomes aware of a violent incident, threat, or other Workplace Violence concern in which there is an immediate threat to the employee's safety or the safety of others or where a Serious Injury or Illness has occurred to immediately report the incident to law enforcement, security, and/or emergency medical services;
- 2) Encouraging any employee who experiences, witnesses, or becomes aware of a violent incident, threat, or other Workplace Violence concern to immediately report the facts and circumstances of the violent incident, threat, or other Workplace Violence concern to their supervisor or another manager;
- 3) Encouraging any employee who experiences, witnesses, or becomes aware of a violent incident, threat, or other Workplace Violence concern to participate in the investigation of the violent incident, threat, or other Workplace Violence concern;
- 4) Allocating adequate resources and training for employees to appropriately recognize Workplace Violence concerns.

Coordination with Other Employers

When and where applicable (e.g., multiemployer workplaces), TAM will coordinate with other employers to ensure that those employers and employees understand their respective roles, as provided in the WVPP.

Specifically, TAM will coordinate with other employers to ensure that all employees within the workplace are trained on Workplace Violence prevention and all Workplace Violence incidents involving any employee are reported, investigated, and recorded.

At a multiemployer worksite, TAM will ensure that when an employee experiences a Workplace Violence incident, TAM shall record the information in the Violent Incident Log and provide a copy of that Log to the controlling employer. If TAM is the controlling employer at a worksite, TAM will ensure that it receives copies of all Logs from other employers.

Violent Incident Report:

The Violent Incident Report shall be completed by the individual's immediate supervisor. If the immediate supervisor is not available, the report shall be completed by an available manager. Prior to proceeding with any formal investigation, the management level supervisor shall report any incidents of threats or acts of physical violence to the DFA or designee. The Violent Incident Report should be completed as quickly as possible while the details of the event are still current, ideally within 24 hours. The report is mainly data collection, so creating a culture and environment where an employee is comfortable coming forward to report a violent incident is crucial. If the incident is between an employee and their supervisor, the DFA must complete the report. The report template is Addendum A.

Violent Incident Investigation:

The DFA or designee is required to complete the incident investigation in a timely manner, such as within seven (7) calendar days. Addendum B includes the materials, questions, and required analysis. As required by SB 553, completed reports should be made available to the employee within 15 days from the date of the request. Procedures for investigating workplace violent incidents may include the following:

- A visit to the incident scene as soon as possible.
- Interviews of threatened or injured workers and witnesses.

Violent Incident Log Completion:

Complete the incident log (Addendum C) with the details required, and forward to the DFA after completion of the investigation. Identifying a record number (as shown with an example in Addendum C) instead of employee names allows tracking while protecting confidentiality. The log and supporting materials should be audit ready.

Post Incident Report and Analysis

The intent of the log is to identify trends and opportunities for further hazard reduction. The log should be reviewed by the Executive Director and DFA at least annually, or sooner if there are more frequent incidents of workplace violence. Per SB 553, the log data must be maintained for a minimum of 5 years.

Workplace Hazard Correction

The ongoing reporting and tracking of violent incidents support the identification of trends and the potential for hazard reduction or mitigation. Hazards that are identified with potential solutions will be addressed and implemented in a timely manner. If corrections are significant, they may require an update and modification to the current WVPP. Such updates to the WVPP will be brought to the attention of all employees in a timely manner.

Practices to Reduce Workplace Violence Risk

The following are practices known to help reduce risk in the workplace. This list is not intended to be all inclusive or exhaustive and will be updated through training and amendments to the WVPP.

- 1) Staff will use the online meeting protocol to prevent and mitigate interruptions to meetings, particularly related to hate speech or other disruptive activities.
- 2) The TAM office building should be unlocked during regular business hours with all staff members verifying it is locked before 9 a.m. and after 5 p.m. unless otherwise directed.
- 3) The front door to the TAM office suite will be unlocked during regular business hours except when there is only one staff person on-site or those on-site are unable to clearly hear and/or see the front door.
- 4) At least two staff members should be on-site at any time there are guests in the TAM office suite. This is particularly important after meetings or outside regular business hours.
- 5) Each staff member should maintain their Outlook calendar with an accurate record of off-site meetings or out-of-office time. This allows for reporting of concerns and coordination with other employers.

DRAFT

Addendum A – Violent Incident Report**Violent Incident Report Instructions**

The supervisor receiving a report of workplace violence must complete this form with as much detail as possible to support an investigation. The original report must be forwarded to the Director of Finance & Administration (DFA). The reporting employee and supervisor may retain a copy, if desired.

Employee Information

Reporting Employee: _____

Affected Employee(s): _____

Affected Employee(s) Job Title(s): _____

Department: _____

Facility Address: _____

Incident Information

Date incident occurred: _____ Time incident occurred: _____

Specific address and detailed description of description where incident occurred (i.e. empty hallway, warehouse bathroom):

Definitions of Violent Incident Types

- **Type I violence:** workplace violence committed by a person who has no legitimate business at the worksite and includes violent acts by anyone who enters the workplace or approaches workers with the intent to commit a crime.
- **Type II violence:** workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.
- **Type III violence:** workplace violence against an employee by a present or former employee, supervisor, or manager.
- **Type IV violence:** workplace violence committed in the workplace by a person who does not work there but has or is known to have had a personal relationship with an employee.

Checklist of Questions to Answer After a Violent Incident

1. Which type of person threatened or assaulted the employee(s)?

Type I: Stranger Thief/Suspect OtherType II: Client/Customer Passenger Person in Custody Patient VisitorType III: Current Co-worker Former Co-worker Supervisor/ ManagerType IV: Current Spouse or Partner Former Spouse or Partner Employee's Friend Employee's Relative Family/friend of client or patient

2. What type of violent incident occurred (check all that apply)?

 Verbally harassed Verbally Threatened Physically Assaulted Punched Slapped Grabbed Pushed Choked Kicked Bitten Hit with Object Threatened with Weapon Assaulted with Weapon Animal Attack Other (Describe): _____

3. Was a weapon used? Yes No

Describe the incident: _____

4. Was/were the employee(s) working alone? Yes No

If not, who was/were with the employee(s) that may have witnessed the incident?

5. Were there threats made before the incident occurred? Yes No

If yes, was it ever reported to the employee's supervisor or manager that the employee(s) was/were threatened, harassed, or was/were suspicious that the attacker may become violent? _____

6. Are you willing to testify against the Respondent in Court to obtain a restraining order? Yes No

7. Has the incident been reported to law enforcement? Yes No

Reporter Information

Report Completed By: _____ **Date:** _____

Department/Job Title: _____

Phone number: _____ **Email:** _____

Addendum B – Violent Incident Investigation

The Director of Finance & Administration or designee will complete the investigation into the violent incident. Further investigation and resolution of the incident is expected within seven (7) days in addition to submitting a copy of the completed investigation to the Executive Director.

Incident Analysis to be completed by the DFA or designee:

Has this type of incident occurred before at the workplace? Yes No

What were the main factors that contributed to the incident? _____

What could have prevented or at least minimized the damage caused by this incident?

- Yes No Did the employee(s) require medical attention as a result of the incident?
 Yes No Did the employee(s) miss work as a result of the incident?
 Yes No Did the employee(s) apply for workers' compensation?
 Yes No Was security contacted?
 Yes No Was building facilities contacted?
 Yes No Was immediate counseling provided to affected workers and witnesses?
 Yes No Was critical incident debriefing provided to all affected staff who desired it?
 Yes No Was post-trauma counseling provided to affected staff who desired it?
 Yes No Was all counseling provided by a professional counselor?

Post-Incident Response

Has there been follow-up with the Employee(s)? Yes No

Is this a recurring event? Yes No

Are there modifications to be made to WVPP to reflect updated practices? Yes No

Describe updates to WVPP _____

Investigation Completed By: _____ Date: _____

Department/Job Title: _____

Phone number: _____ Email: _____

Addendum C – Violent Incident Log and Instructions

Every workplace violence incident is reported and recorded in a violent incident log. Any element of personal identifying information sufficient to allow identification of any person involved in a violent incident will **NOT** be recorded. Such personal identifying information includes the person's name, address, electronic mail address, telephone number, social security number, or other information that, alone or in combination with other publicly available information, could reveal the person's identity.

Upon receipt of report, the DFA assigns a number system for tracking including date of report, Department, initials of who completed the log entry, without including employee name. Tracking and trending should include date, time and location, violence type, type of assault, and incident detailed description.

It is expected that the logs will be maintained by the DFA and reviewed with the Executive Director on a timely basis.

Departments are expected to review the data at least quarterly and make improvements to prevent further incidents.

| Template Log is below: Log # | Person who completed the Log | Incident Date | Incident Time (24-hour, military) | Physical Location | Violence Perpetrator(s) Type, e.g., I: stranger; II: client; III: employee (current or former); IV: Personal relationship | Incident Type, e.g., Verbal threats, Physical attack | Police Notified Y/N |
|------------------------------|------------------------------|---------------|-----------------------------------|---|---|--|---------------------|
| Example: DHR12.13.23-1 | Jane Doe | 12/13/23 | 1403 | 900 Fifth Avenue, Suite 100, San Rafael | III | Verbal | Y |

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DATE: October 24, 2024

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Melanie Purcell, Director of Finance and Administration

SUBJECT: Acceptance of Revisions to the TAM Human Resources Policies and Procedures (Action), Agenda Item No. 5e

RECOMMENDATION

Staff recommends the TAM Board approve the updates to the TAM Human Resources Policies and Procedures (HR Policies and Procedures) as noted in the attached draft document, including #203 and #205, to clarify compensation adjustment eligibility; and #302 to modify the payment in lieu of health coverage provision. The Administration, Projects and Planning (AP&P) Executive Committee reviewed these updates at its October 14, 2024, meeting and recommended them to the Board for approval.

BACKGROUND

The TAM Board first adopted the HR Policies and Procedures on November 30, 2017. The HR Policies and Procedures have been reviewed and revised over the years as needed, with the most recent revision adopted by the TAM Board on June 27, 2024.

DISCUSSION/ANALYSIS

Amendments for TAM's HR Policies and Procedures are shown in Attachment A. The substantive amendments include:

Policy #203 and #205 – Modify the eligibility for a pay increase upon successful completion of the introductory period to employees who were hired at a payrate in the bottom half of their assigned range.

Policy #302 – Modify the payment in lieu of health care so that all employees are eligible to receive one-half of the single Kaiser premium as a cash payment when electing to not participate in TAM's health coverage. For some employees hired prior to January 1, 2013, their employment letters specify that they will be paid the full single Kaiser premium. Participation in this benefit is dependent on proof of coverage and will be paid according to IRS regulations.

Upon approval by the TAM Board, the existing HR Policies and Procedures will be updated with the adopted revisions and staff will be notified of the updates.

FISCAL CONSIDERATION

No additional costs are anticipated although TAM may see slight savings if employees choose to be covered by another eligible healthcare plan.

NEXT STEPS

Upon approval by the TAM Board, the changes shown in Attachment A will be incorporated into the HR Policies and Procedures, to be effective immediately.

ATTACHMENTS

Attachment A – Draft HR Policies and Procedures with Revisions Tracked (pertinent excerpts)



HUMAN RESOURCES POLICIES & PROCEDURES

Adopted November 30, 2017
Revised, October 24, June 27, 2024



SECTION: EMPLOYMENT PRACTICES
SUBJECT: INTRODUCTORY PERIOD

The introductory period is an intrinsic part and extension of the employee selection process. The employee will be considered in training and under careful observation and evaluation by supervisory personnel during this timeframe. Generally, this period will be utilized to train the employee for his/her job responsibilities and to determine whether there is a good fit between TAM's business needs and the work performance of the employee.

GUIDELINES

1. All newly hired employees except temporary employees shall serve an introductory period of six months.
2. During the introductory period, the Executive Director may dismiss an employee at any time, with or without cause and with or without notice. The discharge is at the sole discretion of the Executive Director. Completing the introductory period does not change TAM's employment at-will policy and does not imply any type of employment agreement between TAM and the employee.
3. Six (6) months after the start of employment, the employee is scheduled for his/her initial performance evaluation. Performance that is deemed satisfactory or above satisfactory shall qualify the employee for a regular employee position and potential increase in compensation, if the employee was originally hired in the lower half of their respective salary range. The Annual Review shall be conducted six months following the successful completion of the introductory period, whereupon the employee shall then be eligible for a salary adjustment based on the evaluation results.

Employees promoted or transferred to a new position shall serve an introductory period in the position to which the employee was promoted or transferred. If the employee is not successful in the new employment arrangement, the employee may return to the previously held position with no loss of seniority in that position at the sole discretion of the Executive Director.



SECTION: EMPLOYMENT PRACTICES
SUBJECT: COMPENSATION POLICY

TAM's compensation program is designed to attract, retain, motivate, and reward the best possible work force in an equitable manner. To accomplish this, TAM has established the following plan, provisions and standards for employee compensation. (As a public agency, the salary approved for all positions rests with the full discretion of TAM Board and its budgetary determinations shall control TAM's compensation plan.)

GUIDELINES

1. Salary and Wage Plan

A compensation program is designed to fairly compensate each employee at a salary that is determined by the competitive job market, job responsibilities and the required level of expertise. The compensation program includes both base salary and a competitive benefit program.

TAM Board will review the Salary and Benefits plan periodically, but a compensation plan should be updated at least every five years, depending on the labor market. The Executive Director has overall responsibility for recommending, interpreting, and monitoring the salary and performance evaluation program.

Employees are responsible for engaging in the performance evaluation program. The Executive Director should discuss performance and salary-related issues with all employees.

2. Salary Structure

The salary structure assigns each classification to a salary range based on comparable positions in comparable agencies, according to the skills, responsibilities, and qualifications that the classification requires, as adopted by TAM Board. Advancement in the salary range is accomplished through positive performance evaluations as explained in section 3, Performance Review.

3. Performance Review

The employee's supervisor is responsible for reviewing each employee's performance. Performance evaluations shall occur annually on the employee's anniversary date. Based upon the results of the performance review and the recommendation of the supervisor, the Executive Director, may grant salary adjustments, within the approved salary ranges, and the adopted budget for the fiscal year in which the increase is scheduled. Compensation adjustments based on performance evaluations may include step increases within the salary structure and/or bonuses. The design of and method for conferring any adjustments will be distributed to employees as part of the review process. Timely and effective performance reviews are important and will be the basis for any performance-based salary adjustments.

4. Timing of Increases



Employees ~~may~~ shall be considered for an increase at the completion of their introductory period, usually six (6) months, if they were hired within the bottom half of the salary range for their position, and after twelve (12) months of employment with the Agency and annually thereafter. Pay increases will take effect with the pay period that encompasses the employee's anniversary date.

5. Start Salary

The Executive Director determines the start rate of pay for a newly hired employee. Employees are not eligible to receive increases during the introductory period.

6. Promotions

An employee who is promoted to a higher classification shall be moved to the established salary range for the new classification and shall receive a minimum of five percent (5%) salary increase if available within the new range. Any increase shall not exceed the assigned salary range for the new classification.

7. Out of Rate Pay

Employees who are assigned to duties beyond the employee's current job description on a temporary basis, or to fill a higher classification represented on an approved salary schedule shall receive out-of-rate pay at the discretion of the Executive Director after working one complete continuous month (30 days) at the higher classification level each time he/she is assigned.

Employees assigned shall receive a minimum of five percent (5%) salary increase. Temporary assignments should generally not exceed six (6) months but may be extended on a case-by-case basis at the discretion of the Executive Director.



SECTION: BENEFITS
SUBJECT: HEALTH AND WELFARE BENEFITS

TAM provides its eligible employees access to comprehensive health and welfare insurance protection including medical, dental, workers' compensation and unemployment insurance protection. The enrollment and/or cancellation date for all insurance coverage is the 1st of each month, unless otherwise indicated. For example, if an employee's first day of employment is January 15, the first possible enrollment date for the above-mentioned insurance plans is February 1st.

TAM also provides other optional benefit plans as outlined below.

GUIDELINES

1. Health Benefits

TAM offers a comprehensive insurance plan for full-time regular employees and eligible dependents with a choice between PPO or HMO plans. Employees may enroll their spouse, eligible children, registered domestic partners, and/or eligible children of registered domestic partners. TAM pays a share of the premium costs for employees plus family as stated in the Employee Benefit Summary. The employee is responsible for any premium that exceeds the approved TAM contributions. Employees shall also be responsible for deductibles or co-payments within the plans. Employees are advised to consider premium costs as well as required co-payments when selecting a plan.

All full-time employees and their qualified dependents are eligible for coverage. If the employee does not enroll in a plan within 30 days of date of hire, coverage may be denied or delayed, and the employee may not be eligible to enroll in a health insurance plan until the next open enrollment period. The health benefit is updated annually to reflect changes to the health benefit plan and premiums effective January 1 of every year.

In addition, employees hired prior to January 1, 2013, who can provide proof of other insurance coverage may elect to receive cash in lieu of TAM's health coverage, equal to a one-half TAM's single employee contribution level. Employees who have a different provision included in their initial employment letter are subject to those provisions. An Employee should refer to his/her offer letters for the specific level of benefit. Evidence of alternative coverage must be provided in advance of payment and the DFA notified of any change in circumstances as soon as possible.

2. Dental Benefits

A fully paid dental insurance plan is offered to full-time regular employees and eligible dependents. Employees may enroll their spouse, eligible children, registered domestic partners, and/or eligible children of registered domestic partners. TAM pays the premium costs for employees plus family, but the employee is responsible for any



deductibles or co-payments.



DATE: October 24, 2024

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
David Chan, Director of Programming and Legislation

SUBJECT: Overview of 2024 State Legislative Bills (Action), Agenda Item No. 5f

RECOMMENDATION

The TAM Board accepts the report on the overview of the 2024 State Legislative Bills.

BACKGROUND

The 2024 Legislative Session is the second year of a two-year session. Bills introduced in the first year of the session can be carried over to the second year of the session. Bills that are not passed in the second year of a two-year session are considered dead and must be reintroduced in a future session for consideration. Therefore, all 2024 bills that did not pass the Legislature or were vetoed by the Governor must be reintroduced for consideration.

The 2024 Legislative Session ended on August 31, 2024. The Governor had until September 30, 2024 to sign or veto bills. Unsigned bills by the deadline automatically become law without the Governor’s signature. All signed or unsigned bills that have not been vetoed by the Governor take effect January 1, 2025, unless specified.

DISCUSSION/ANALYSIS

The table below and Attachment A contain the 20 state bills that were monitored by staff and TAM’s Legislative Consultant, Khouri Consulting. The table below is a summary of the bills listed in Attachment A that show TAM’s adopted position and the final result for the bills.

Of the 20 bills listed in the table, TAM supported seven bills. Five of the seven supported bills were signed into law by the Governor. TAM opposed one bill, Assembly Bill (AB) 2535, that failed in Legislative Session. TAM also adopted Watch positions on 12 bills, of which five bills were signed into law by the Governor.

| Bill | Author | Subject | TAM Adopted Position | Final Result |
|---------|----------|-------------------------------------|----------------------|-----------------|
| AB 817 | Pacheo | Teleconferencing – Brown Act | Support | Failed |
| AB 1774 | Dixon | E-Bike – Sales Prohibition | Support | Signed into law |
| AB 1778 | Connolly | E-Bike – Age Limit on Class 2 Bikes | Support | Signed into law |
| AB 1904 | Ward | Transit Buses Yield Sign | Support | Signed into law |
| AB 2061 | Wilson | Sales Tax – Ferries | Watch | Signed into law |
| AB 2259 | Boerner | Bicycle Safety Handbook | Watch | Failed |

| Bill | Author | Subject | TAM Adopted Position | Final Result |
|---------|---------------|--|----------------------|-----------------|
| AB 2290 | Friedman | Active Transportation Program – Class III Path | Watch | Failed |
| AB 2535 | Bonta | SB1 – Trade Corridor Enhancement Program | Oppose | Failed |
| AB 2669 | Ting | Toll Bridges – Bicycle Pedestrian | Watch | Signed into law |
| AB 2744 | McCarty | Bicycle Pedestrian Safety | Watch | Failed |
| AB 2796 | Carillo | Zero-Emission Vehicles | Watch | Failed |
| AB 2815 | Petrie-Norris | Electric Vehicle Charging | Support | Failed |
| SB 768 | Caballero | CARB Study on VMT Impacts on CEQA | Watch | Signed into law |
| SB 904 | Dodd | SMART – Voter Initiative | Support | Signed into law |
| SB 915 | Cortese | Autonomous Vehicles | Watch | Failed |
| SB 960 | Wiener | Bicycle Pedestrian Transit Priority in SHOPP | Watch | Signed into law |
| SB 1031 | Wiener, Wahab | Regional Transportation Measure/Consolidation | Watch | Failed |
| SB 1216 | Blakespear | Class III Bikeways ATP Prohibition | Watch | Signed into law |
| SB 1271 | Min | E-Bike – Label Classifications | Support | Signed into law |
| SB 1510 | Stern | Electric Vehicle Charging | Watch | Failed |

Letters of support or opposition were developed and circulated for bills that TAM supported or opposed. Mr. Gus Khouri of Khouri Consulting also testified at Legislative hearings to convey TAM’s positions on specific legislation during the legislative session.

At the October 14, 2024, Funding, Programs and Legislation (FP&L) Executive Committee meeting, Mr. Khouri provided an overview of the 2024 Legislative Session and briefly discussed what to expect for the 2025 Legislative Session that may influence TAM’s 2025 Legislative Platform. Attachment B is Mr. Khouri’s State Legislative report from this month.

FISCAL CONSIDERATION

There are no immediate fiscal impacts with the summary of the 2024 State Legislation Session.

NEXT STEPS

Staff will explore ideas to be used in the development of the 2025 Legislative Platform and present the proposed 2025 Legislation Platform for adoption in January 2025.

ATTACHMENTS

- Attachment A – Bill Matrix – October 2024
- Attachment B – Khouri Consulting’s State Legislative Update

Attachment A

TAM Bill Matrix – October 2024

| Measure | Status | Bill Summary | Recommended Position |
|--|--|---|----------------------|
| AB 817 (Pacheco) Open meetings: teleconferencing: subsidiary body | 7/5/24 Senate Local Government Failed Passage | This bill allows, until January 1, 2026, a subsidiary body of a local agency to teleconference without meeting all the teleconferencing requirements of the Ralph M. Brown Act (Brown Act). A subsidiary body is defined as a commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making, or advisory, created by charter, ordinance, resolution, or formal action of a legislative body that does not take final action on behalf of a local entity. | Support |
| AB 1774 (Dixon) Vehicles: electric bicycles | 7/2/24 Signed by the Governor, Chapter 55, Statutes of 2024 | This bill would prohibit a person from selling a product or device that can modify the speed capability of an electric bicycle such that it no longer meets the definition of an electric bicycle. | Support |

Attachment A

TAM Bill Matrix – October 2024

| Measure | Status | Bill Summary | Recommended Position |
|--|---|---|----------------------|
| AB 1778 (Connolly) Vehicles: electric bicycles | 9/30/24 Signed by the Governor, Chapter 1005, Statutes of 2024 | As amended on May 30, this bill, until January 1, 2029, would authorize a local jurisdiction within the County of Marin to adopt an ordinance or resolution that prohibits any person under 16 years of age from operating a Class 2 electric bicycle. A class 2 electric bicycle is defined as a bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of aiding when the bicycle reaches the speed of 20 miles per hour. The bill would require an ordinance or resolution that is adopted to make a violation an infraction punishable by either a fine of \$25 or completion of an electric bicycle safety and training course. Only warning tickets can be issued for the first 60 days after a resolution is adopted. After 60 days, a fine of \$25 may be imposed. The bill would prohibit a record of the action from being transmitted to the court and a fee from being imposed if the person who violates the ordinance or resolution delivers proof to the issuing agency within 120 days after the citation was issued that the person has completed specified requirements. | Support |
| AB 1904 (Ward) Transit buses: yield right-of-way sign | 8/27/24 Signed by the Governor, Chapter 555, Statutes of 2024 | This bill would allow transit agencies statewide to equip buses with a yield right-of-way sign on the left rear of the bus designed to warn a person operating a motor vehicle approaching the rear of the bus that the bus is entering traffic and be illuminated by a red flashing light when the bus is signaling in preparation for entering a traffic lane after having stopped to receive or discharge passengers. | Support |

Attachment A

TAM Bill Matrix – October 2024

| Measure | Status | Bill Summary | Recommended Position |
|---|---|---|----------------------|
| AB 2061 (Wilson) Sales and Use Tax: exemptions: zero-emission public transportation ferries | 9/3/2024 Signed by Governor, take effect immediately, tax levy | Current sales and use tax laws impose a tax on retailers measured by the gross receipts from the sale of tangible personal property sold at retail in this state, or on the storage, use, or other consumption in this state of tangible personal property purchased from a retailer for storage, use, or other consumption in this state. This bill, beginning January 1, 2025, and until January 1, 2030, would exempt from those taxes the gross receipts from the sale in this state of, and the storage, use, or other consumption in this state of, zero-emission public transportation ferries, as defined, sold to a public agency, as specified. | Watch |
| AB 2259 (Boerner) Transportation: bicycle safety handbook | 8/15/24 Senate Appropriations Failed Passage | This bill would, upon appropriation by the Legislature, require the California State Transportation Agency to develop and distribute, on or before September 1, 2025, a bicycle safety handbook that includes information on, among other things, existing laws regulating bicycles and e-bikes. | Watch |
| AB 2290 (Friedman) Class III bikeways: bicycle facilities: Bikeway Quick-Build Project Pilot Program | 8/15/24 Senate Appropriations Failed Passage | As amended on June 13, this bill would prohibit the allocation of Active Transportation Program funds for a project that creates a Class III bikeway unless the project is on a residential street with a posted speed limit of 25 miles per hour or less. A Class III bikeway is defined as a bikeway that provides a right-of-way on-street or off-street, designated by signs or permanent markings and shared with pedestrians and motorists. This bill is like SB 1216. | Watch |

Attachment A

TAM Bill Matrix – October 2024

| Measure | Status | Bill Summary | Recommended Position |
|---|--|--|----------------------|
| AB 2535 (Bonta) Trade Corridor Enhancement Program | 5/16/24 Assembly Appropriations Failed Passage | <p>As amended April 24, this bill proposes to alter the Trade Corridor Enhancement Program (TCEP) to allow investment targets into zero-emission freight infrastructure. The minimum investment target is 15%, increasing by 5% each cycle until it reaches 50%.</p> <p>Additionally, starting on January 1, 2025, the Department of Housing and Community Development (HCD) and State Air Resources Board (ARB) would create guidance for programming projects that expand a highway's physical footprint to address the impact on the highest 10 percent of CalEnviroScreen communities.</p> <p>Lastly, the bill would require the applicant agency to complete the requirements of the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) within six months of the California Transportation Commission (CTC) adopting the TCEP program of projects as a condition of CTC funding for design, right-of-way, and capital construction costs.</p> | Oppose |
| AB 2669 (Ting) Toll bridges | 9/27/24 Signed by the Governor, Chapter 731, Statutes of 2024 | <p>Current law provides for the construction and operation of various toll bridges by the state, the Golden Gate Bridge, Highway and Transportation District, owned by Caltrans, and private entities that have entered into a franchise agreement with the state. As amended on April 2, this bill would prohibit a toll from being imposed on the passage of a pedestrian, bicycle, or personal micromobility device over these various toll bridges, unless the bridge was under construction on or after January 1, 2025, and the tolls are used for costs of constructing the bridge.</p> | Watch |

Attachment A

TAM Bill Matrix – October 2024

| Measure | Status | Bill Summary | Recommended Position |
|---|---|--|----------------------|
| AB 2744 (McCarty) Vehicles: pedestrian, bicycle, and vehicle safety | 4/22/24 Assembly Transportation Failed passage | As amended on April 15, this bill would, beginning on January 1, 2025, prohibit the construction of slip lanes. A slip lane is defined as a channelized right-turn lane that channelizes the right-turn lane between an island and the curb that allows a vehicle to turn onto a cross street without entering an intersection. | Watch |
| AB 2796 (Carrillo) Equitable Access to Zero-Emissions Vehicles Fund | 4/23/24 Assembly Transportation Failed passage | This bill would establish the Equitable Access to Zero-Emission Vehicles Fund and would make moneys in the fund available, upon appropriation by the Legislature, for a new vehicle rebate program and for other specified purposes. The bill would require the State Air Resources Board, by July 1, 2025, to establish a program to offer rebates for the purchase of zero-emission vehicles and other specified vehicles from moneys made available from the fund. | Watch |
| AB 2815 (Petrie-Norris) Clean Transportation Program: electric vehicle charging infrastructure | 8/15/24 Senate Appropriations Failed Passage | As amended on July 2, this bill would require the State Energy Resources Conservation and Development Commission, on or before January 1, 2026, to provide funding through a new or existing a program under the Clean Transportation Program to provide grants for repairs or replacement of nonoperational electric vehicle charging infrastructure that has been in operation for at least 5 years, that were installed prior to January 1, 2024, and that is in a publicly available parking space, as provided. The bill would authorize grant funding to be used for, among other things, the cost to repair, upgrade, or replace an electric vehicle charging port or supporting infrastructure and the cost of operations, maintenance, and warranties for repaired, upgraded, or replaced electric vehicle charging ports and supporting infrastructure. The bill would require the commission to allocate at least 50% of grant funding to low-income communities and disadvantaged communities. | Support |

Attachment A

TAM Bill Matrix – October 2024

| Measure | Status | Bill Summary | Recommended Position |
|--|--|--|----------------------|
| SB 768 (Caballero) California Environmental Quality Act: State Air Resources Board: vehicle miles traveled: study | 9/27/24 Signed by the Governor, Chapter 773, Statutes of 2024 | As amended on August 22 2024, this bill would require the California Air Resources Board (CARB) by January 1, 2028, subject to an appropriation by the legislature, in consultation with local agencies, including Regional Transportation Planning Agencies (RTPAs), to conduct a study on how vehicle miles traveled is used as a metric for measuring transportation impacts pursuant to the California Environmental Quality Act (CEQA). | Watch |
| SB 904 (Dodd) SMART | 9/28/24 Signed by the Governor, Chapter 866, Statutes of 2024 | <p>Current law creates, within the Counties of Sonoma and Marin, the Sonoma-Marina Area Rail Transit District with specified duties and powers relative to the provision of a passenger and freight rail system within the territory of the district. Under current law, the district is governed by a 12-member board of directors appointed by various local governmental entities. Current law authorizes the board to submit to the voters of the district a measure proposing a retail transaction and use tax ordinance.</p> <p>As amended on March 21, this bill would also authorize those special taxes to be imposed by a qualified voter initiative. The bill would require the board of supervisors of the Counties of Sonoma and Marin to call a special election on a tax measure proposed by the district's board of directors or a qualified voter initiative in their respective counties, as specified. The bill would delete a provision that limits the district, in the County of Sonoma north of the City of Healdsburg, to locating commuter stations only within incorporated areas. This bill also increases the procurement threshold, from \$40,000 to \$75,000, for supplies, materials, and equipment, and removes obsolete references to the North Coast Rail Authority.</p> | Support |

Attachment A

TAM Bill Matrix – October 2024

| Measure | Status | Bill Summary | Recommended Position |
|--|--|--|----------------------|
| SB 915 (Cortese) Local government: autonomous vehicles | 6/17/24 Assembly Transportation Failed Passage | As amended on May 16, this bill would authorize a city with a population of less than 250,000 that shares a border or is contiguous to a city that has enacted an autonomous vehicle services ordinance to enact an ordinance substantially consistent with that autonomous vehicle services ordinance. This bill would also require an autonomous vehicle service to include an interoperability or override system in each of its vehicles, as specified, and provide training for first responders on how to interact with the vehicles and the use of the override system. | Watch |
| SB 960 (Wiener) Transportation: planning: complete streets: transit priority projects | 9/27/24 Signed by the Governor, Chapter 630, Statutes of 2024 | As amended August 22, this bill would require Caltrans to adopt a transit priority policy to guide the implementation of transit priority facilities on the state highway system. The bill would require inclusion of bicycle, pedestrian, and transit priority facilities in the Transportation Asset Management Plan (TAMP), the State Highway System Management Plan (SHSMP), and the plain language performance report of the State Highway Operation and Protection Program (SHOPP). This bill would also require any project in the SHOPP to include bicycle, pedestrian, and transit priority facilities. The bill would require Caltrans to designate an encroachment permit manager in each district, require that entrances and exits interacting with local roads are addressed, and specifies that the bill pertains to facilities that are accessible to bicyclists and pedestrians. Targeted outreach to disadvantaged communities is required and Caltrans must publish on its website the status of projects and document cases when a complete streets project is not feasible. | Watch |

Attachment A

TAM Bill Matrix – October 2024

| Measure | Status | Bill Summary | Recommended Position |
|---|---|--|----------------------|
| SB 1031 San Francisco Bay area: local revenue measure: transportation improvements | 7/3/24 Assembly Transportation Failed Passage | <p>As amended on May 20, this bill would authorize the Metropolitan Transportation Commission (MTC) to raise and allocate new revenue and incur and issue bonds and other indebtedness by imposing a retail transaction and use tax, a regional payroll tax, a parcel tax, and a regional vehicle registration surcharge through a regional measure in all or a subset of the nine counties of the San Francisco Bay area.</p> <p>The bill would also require the California State Transportation Agency to select the University of California Institute of Transportation Studies or the Mineta Transportation Institute at San José State University to conduct an assessment, by January 1, 2026, of the associated advantages and disadvantages of consolidating transit agencies that are in the 9-county San Francisco Bay area.</p> <p>The legislation also prescribes a return to source distribution of funding of no less than 70 percent of revenues generated in each county, projects and programs that benefit that county, including transit operations funding for transit agencies that serves riders of that county for prescribed expenditures, over each five-year period that the tax is operative. MTC would recalculate allocations every two years. Language was inserted to prohibit a measure from being considered in Marin and Sonoma for 2026 to avoid conflict with a Measure Q extension attempt for SMART. MTC’s regional transportation plan, Plan Bay Area, would also be amended to include SMART’s extension to Cloverdale.</p> | Watch |

Attachment A

TAM Bill Matrix – October 2024

| Measure | Status | Bill Summary | Recommended Position |
|---|--|---|----------------------|
| SB 1216 (Blakespear) Transportation projects: Class III bikeways: prohibition | 9/27/24 Signed by the Governor, Chapter 788, Statutes of 2024 | As amended on July 3, this bill prohibits an agency from installing a sharrow on a highway where bicycle travel is permitted that has a posted speed limit greater than 30 miles per hour (mph) and prohibits the Active Transportation Program from funding projects that create a Class III bikeway on a highway with a design speed greater than 25 mph. This bill is like AB 2290. | Watch |
| SB 1271 (Min) Electric bicycles, powered mobility devices, and storage batteries | 9/27/24 Signed by the Governor, Chapter 791, Statutes of 2024 | As amended on August 22, this bill requires, beginning January 1, 2026, an electric bicycle (e-bikes), powered mobility device, or storage battery manufacturers or distributors to test e-bikes by an accredited testing laboratory for compliance with safety standards. Additionally, this bill requires, by January 1, 2026, similar testing for those who rent these devices, and revises the definitions of class 1 and class 3 e-bikes, as specified. | Support |
| SB 1510 (Stern) Permitting: electric vehicle charging | 2/16/24 Not referred to a committee - failed passage | Current law requires every city, county, and city and county to administratively approve an application to install electric vehicle charging stations through the issuance of a building permit or similar nondiscretionary permit and requires the review of an application to install an electric vehicle charging station to be limited to the building official's review of whether it meets all health and safety requirements of local, state, and federal law. Current law requires an electric vehicle charging station to comply with, among other things, all applicable rules of the Public Utilities Commission regarding safety and reliability, as specified. | Watch |

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October 2, 2024

TO: Board Members, Transportation Authority of Marin
 FROM: Gus Khouri, President
 Khouri Consulting LLC

RE: STATE LEGISLATIVE UPDATE – OCTOBER 2024

General Outlook

The 2023-24 Regular Session adjourned on August 31, 2024. The current class of legislators, which includes 35 termed-out members, is in office until November 30, 2024. The new class of legislators will be sworn in on December 2, 2024.

On August 31, Governor Newsom called for a Special Session to address gasoline price spikes in November 2022. Assemblymember Gregg Hart authored [ABx2 1](#), which requires the California Energy Commission (CEC) to develop requirements for oil refiners to maintain resupply plans to cover production loss during maintenance events and maintain minimum inventories. This bill does not, however, impact the gas tax and transportation revenue. Abx2 1 was signed into law on October 14, 2024.

Gas Tax Successor Source Effort

Transportation is heavily dependent on the gas tax. With gas-powered vehicles becoming more fuel efficient, the rise in telework, and rapid conversion to zero-emission vehicles, gas tax resources have declined, hampering the ability to fund infrastructure. The gas tax is regressive and is losing purchasing power despite inflationary adjustments included in SB 1 in 2017 for the gas tax, currently at 59.6 cents, and a flat, tiered vehicle registration fee. Governor Newsom's Executive Order N-79-20, which phases out gas-powered vehicle sales by 2035, makes it inevitable to convert to a new funding mechanism. This will impact funding for local streets and roads, highway safety and maintenance, and local apportionments for regional infrastructure needs.

In 2014, the Legislature called for a pilot program (SB 1077) to study a road charge model as a possible replacement source for the gas tax. Due to the limited number of participants from rural and low-income areas and the truncated timeline, more work is needed to recommend an appropriate charge rate. Issues include protecting privacy relating to data collection, enforcement, and compliance.

While the enactment of SB 1 has delayed possible implementation, the issue may rise to the forefront soon due to the prevalence of alternative fuel and electric vehicles, which do not pay at the pump. This conversation has been accelerated by Executive Order N-79-20, which prohibits the sale of gas-powered passenger vehicles by 2035 and will require conversion to alternative fuels and funding sources for state transportation programs.

Additionally, per SB 1121 of 2022, the California Transportation Commission (CTC) has been hosting meetings on a statewide needs assessment and potential successor source to the gas tax in hopes of formulating policy recommendations to the legislature. The next Road User Charge Task Force meeting is scheduled for November 8, 2024. Khouri Consulting has been working with the CTC on possible options, hoping to work with a broad coalition to introduce legislation in 2025.

Climate Action Plan for Transportation Infrastructure (CAPTI) 2.0

The California State Transportation Agency (CalSTA) has been conducting workshops on implementing a revised version of the Climate Action Plan for Transportation Infrastructure (CAPTI), designed to prioritize investments into multimodal options and only fund highway projects as a last resort. The most recent version of the plan places a heavier emphasis on the reduction of vehicle miles traveled to be eligible for state grant funding and encourages the establishment of managed lanes, including a congestion pricing mechanism, with excess proceeds directed towards active and public transportation projects on the highway.

We have been monitoring the process to ensure that access to state funding is not compromised so that TAM can continue to leverage Measure AA dollars to address safety and mobility.

Bills of Interest

The following is a list of bills that TAM took positions on with the final action by the Governor.

AB 1774 (Dixon) prohibits the sale of a product or device that can modify the speed capability of an electric bicycle such that it no longer meets the definition of an electric bicycle and clarifies that a person can modify an electric bicycle as long as it continues to conform to the definition of an electric bicycle. **Status: Signed by the Governor. Chapter 55, Statutes of 2024.**

AB 1778 (Connolly) authorizes the County of Marin, or any city within the County of Marin, to prohibit individuals under the age of 16 from riding a class 2 electric bicycle (e-bike) and to require all individuals to wear a helmet when riding a class 2 e-bike. **Status: Signed by the Governor. Chapter 1005, Statutes of 2024.**

AB 1904 (Ward) authorizes but does not require all transit buses to be equipped with a yield-right-of-way sign on the left rear of the bus. **Status: Signed by the Governor. Chapter 555, Statutes of 2024.**

SB 904 (Dodd), as amended on March 21, would authorize special taxes (sales tax) that may be pursued by the Sonoma-Marin Area Rail Transit District (SMART) board to submit to the voters within SMART's district also to be imposed by a qualified voter initiative. The bill would require the board of supervisors of the Counties of Sonoma and Marin to call a special election on a tax measure proposed by the SMART's board of directors or a qualified voter initiative in their respective counties, as specified. The bill would delete a provision that limits locating commuter stations only within incorporated areas in Sonoma County, allowing for a station to be built in Geyserville. This bill also increases the procurement threshold, from \$40,000 to \$75,000, for supplies, materials, and equipment and removes obsolete references to the North Coast Rail Authority. **Status: Signed by the Governor. Chapter 866, Statutes of 2024.**

SB 1271 (Min) prohibits a person from selling, leasing, renting, or offering for sale, leasing, or renting an electric bicycle (e-bike) unless an accredited testing laboratory has tested the battery for compliance with specific standards and modifies the definition of an e-bike. **Status: Signed by the Governor. Chapter 791, Statutes of 2024.**



DATE: October 24, 2024

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
David Chan, Director of Programming and Legislation
Derek McGill, Director of Planning

SUBJECT: Measure AA Expenditure Plan Review Process and Schedule (Action), Agenda Item No. 6

RECOMMENDATION

The TAM Board approves the proposed process and schedule for the Measure AA Expenditure Plan Review.

On October 14, 2024, the Administration, Projects, and Planning (AP&P) Executive Committee approved and referred the proposed process and schedule for the Measure AA Expenditure Plan Review to the TAM Board for adoption.

BACKGROUND

On November 6, 2018, Marin voters approved Measure AA to renew and extend the original Measure A Transportation Sales Tax by 76.7%. The Measure AA Expenditure Plan (“Expenditure Plan,” hereinafter) includes directions to fund Marin’s core transportation needs, including local street and road maintenance, Safe Routes to Schools programs, transit service, and highway and interchange improvements. Approximately \$35 million is collected annually to fund and administer the categories and sub-categories of the Expenditure Plan as shown in Attachment A. Attachment A also shows the percentage of Measure AA funds assigned to each category and sub-category.

The original 20-year Measure A, approved by voters in 2004, was due to expire on March 31, 2025. Measure AA was approved to extend the collection of a half-cent transportation sales tax for 24 years beyond the expiration of Measure A, or until the year 2049. In Measure AA, a policy was included for TAM to review the Expenditure Plan every six years on the rationale that four reviews can be conducted before expiration.

The Expenditure Plan states that:

[It] must be reviewed every six years following passage to ensure that it responds to a rapidly evolving transportation landscape, incorporates innovations, and reflects current priorities. The TAM Board may also consider an amendment at the point of the six year review or at any time deemed necessary during the life of the Expenditure Plan.

To modify this Expenditure Plan, an amendment must be approved by a two-thirds majority of the total commissioners on TAM’s Board, and include a noticed public hearing, and a 45-day public comment period.

Following the two-thirds vote, any plan amendment will be submitted to each of the cities and towns in Marin County and to the County Board of Supervisors for approval. Amending the Expenditure Plan will require a majority vote of 50+% of the cities or towns representing 50+% of the incorporated population, as well as a majority vote of the Board of Supervisors.

DISCUSSION/ANALYSIS

County Counsel

Before a process and schedule was developed, staff consulted with County Counsel to ensure that the review process complies with Measure AA Expenditure Plan policies and applicable state laws. County Counsel provided the following guiding recommendations:

- The start of the six-year period commenced on April 1, 2019 when the California State Board of Equalization started the collection of Measure AA funds.
- The review requirement compels TAM to review the Measure AA Expenditure Plan after the Measure AA Expenditure Plan has been in place for six years to gauge the effectiveness of investments and consider amendments if needed.
- The first six-year period for the Measure AA Expenditure Plan concludes March 31, 2025.
- TAM must bring a final review for the TAM Board's consideration after April 1, 2025 but before March 31, 2026.

Allowable Amendments

The review process can result in amendments or status quo to the policies, categories and sub-categories, and funding percentages of Measure AA. New categories and sub-categories may be introduced to the Expenditure Plan but they must be transportation related, show a nexus to the payer of the transportation sales tax, and not prohibited in areas mentioned below.

Limitations of the Expenditure Review

The Expenditure Plan further states the TAM Board cannot increase the sales tax through an amendment process; any increase in the level of tax must be approved by voters. The TAM Board cannot amend the plan to include prohibited categories, such as including funds to extend or operate SMART, to support parks and open space, or to fund the planning, construction, or renovation of housing. The TAM Board Amendments must continue to fulfill obligations for long-term contracts, bonding, and financing; any such amendments will be subordinate to any sales tax lien against any bond issuance.

Review Process

Besides gauging the effectiveness of Measure AA investments and considering amendments as recommended by County Counsel, staff developed additional goals for the review that include:

- Educate and celebrate success of Measure AA
- Advance Countywide Transportation Plan (CTP) goals of safety, equity, and sustainability
- Educate on Measure AA development process that show changes from Measure A
- Support community involvement in funding review

The review process will target key stakeholders that include:

- TAM Community Oversight Committee (COC)
- General Marin Public
- Special interest groups
- Funding recipients
- TAM Board, including establishment of a new Measure AA Expenditure Plan Review Ad Hoc Committee

Transportation funding needs and proposed amendments will be presented and discussed at:

- COC meetings
- Marin Public Works Association (MPWA) meetings
- Marin Managers' Association (MMA) meetings
- Roadshow presentations
- Workshops/public meetings
- Council/Transit Board meetings
- TAM Board meetings

Existing recipients of Measure AA funds, such as local jurisdictions and transit operators, will be given opportunities to present at some of the abovementioned meetings on their accomplishments with allocated Measure AA funds and discuss future needs. Amendments will be proposed and discussed at these meetings and presentations.

At the conclusion of the meetings and presentations, proposed amendments or status quo will be recommended for the Expenditure Plan to be presented to the TAM Board for consideration and open a 45-day public comment period. After the 45-day public comment period, the Expenditure Plan will be presented to the TAM Board for adoption.

Upon adoption by the TAM Board, any amendments to the Expenditure Plan will be presented to the cities, towns, and Marin County for approval.

Proposed Schedule

A proposed schedule was developed as shown in Attachment B that is consistent with County Counsel's recommendations. The proposed schedule highlights major tasks that need to take place in order for a proposed Expenditure Plan to be presented for TAM Board adoption in March 2026.

Additionally, upon approval of the Expenditure Plan in March 2026, the existing Strategic Plan will need to be updated to reflect the changes from the newly approved Expenditure Plan. The current Expenditure Plan requires TAM to prepare:

...a Strategic Plan that identify the priorities for projects and the dates for project implementation based on project readiness, ability to generate matching or leveraged funds, need for borrowing and other relevant criteria. The Strategic Plan must be approved by the TAM Board, following a noticed public hearing on the draft Annual Strategic Plan and a 30-day public comment period.

Attachment B also includes a proposed schedule for TAM Board adoption of the Measure AA Strategic Plan.

FISCAL CONSIDERATION

There are no fiscal impacts with the adoption of the Measure AA Expenditure Plan Review process and schedule. Consultant services will be needed to assist in the review process as shown in Attachment B, primarily in the areas of financial analysis and public outreach. Staff will follow adopted procurement procedures and seek TAM Board approval if needed.

Costs for consultant services were anticipated in the development of the FY2024-25 Annual Budget. No budget amendment will be needed to retain consultant services for the review of the Measure AA Expenditure Plan.

NEXT STEPS

Staff will incorporate suggestions, if any, from the TAM Board and follow the process and schedule upon adoption by the TAM Board.

ATTACHMENTS

Attachment A – Measure AA Expenditure Plan Categories of Funding
Attachment B – Proposed Schedule
Attachment C – PowerPoint Presentation

Measure AA
Expenditure Plan Categories

| IMPLEMENTATION CATEGORY | % OF SALES TAX FUNDS ALLOCATION |
|--|---------------------------------|
| 1. Reduce congestion on Highway 101 and adjacent roadways by leveraging non-local funds to accelerate completion of key multimodal projects. | 7.0% |
| Provide local matching funds to accelerate the completion of the Marin Sonoma Narrows, to complete the 17-mile carpool lane and multi-use pathway facilities. | 1.5% |
| Provide local matching funds to accelerate the completion of the Northbound Highway 101/ Eastbound I-580 Direct Connector, including the development of local enhancements to reduce impacts and enhance the facility for all users. | 2.0% |
| Improve Highway 101 local interchanges and freeway access routes to reduce congestion, improve local traffic flow, and address flooding impacts throughout the county. | 3.0% |
| Implement commute alternatives and trip reduction strategies to decrease Single Occupant Vehicle (SOV) trips, increase shared mobility, and reduce peak hour congestion throughout the county. | 0.5% |
| 2. Maintain, improve, and manage Marin's local transportation infrastructure, including roads, bikeways, sidewalks, and pathways to create a well-maintained and resilient transportation system. | 26.5% |
| Maintain and manage local roads to provide safe and well-maintained streets for all users. All investments will consider the needs of all users in accordance with local practices (i.e. "Complete Streets" practices) that have been adopted in each city, town, and the County. Improvements to maximize the efficiency, effectiveness, and resiliency of our transportation system to be determined by local jurisdictions and may include: <ul style="list-style-type: none"> • Paving and repair to roadways, drainage, sidewalks and intersections • Bike lanes and paths • Safe pathways to transit and bus stop improvements • System enhancements to accommodate new technologies such as signal coordination, real time information • Investments to address congestion on local street and road corridors • Facilities and support including project management, technical services and outreach to support alternative fuel vehicles, electric vehicles, zero emission vehicles and autonomous vehicles • Municipal fleet conversion to alternative fuel vehicles including electric vehicles • Improvements to address sea level rise and flooding on local streets | 22.0% |
| Provide safe pathways for safe walking and biking access to schools. | 3.0% |
| Develop projects to address and mitigate transportation impacts from sea level rise, including facilities to support alternative fuel vehicles including electric vehicles. | 1.0% |
| Support operational improvements to local streets and roads through innovative technology. | 0.5% |

| IMPLEMENTATION CATEGORY | % OF SALES TAX FUNDS ALLOCATION |
|---|---------------------------------|
| 3. Reduce school-related congestion and provide safer access to schools. | 11.5% |
| Maintain the Safe Routes to Schools program. | 3.5% |
| Expand the crossing guard program, providing funding for up to approximately 96 crossing guards throughout Marin County. | 7.0% |
| Capital funding for small school safety related projects. | 1.0% |
| 4. Maintain and expand efficient and effective local transit services in Marin County, including services to schools and specialized service for seniors and persons with disabilities, to reduce congestion and meet community needs. | 55.0% |
| Maintain and improve existing levels of bus transit service in areas that can support productive fixed-route service throughout Marin County. <ul style="list-style-type: none"> • Maintain a network of high productivity bus service in high volume corridors • Expand first and last mile transit services for residents and workers • Provide innovative services in communities that may not support traditional fixed-route service • Enhance public safety through Marin Transit's role in providing emergency mobility in the face of natural disaster • Provide funding for the Muir Woods Shuttle System | 33.0% |
| Maintain and expand the rural and recreational bus services including the West Marin Stagecoach. | 3.0% |
| Maintain and expand transit services and programs for those with special needs – seniors and persons with disabilities including those who are low-income. | 9.5% |
| Provide transit services to schools in Marin County to reduce local congestion. <ul style="list-style-type: none"> • Provide yellow bus services in partnership with local schools and parent organizations • Provide transit routes to schools along high performing corridors | 5.0% |
| Invest in bus transit facilities for a clean and efficient transit system. <ul style="list-style-type: none"> • Provide matching funds for the purchase of the green transit fleet including alternative fuel vehicles and electric vehicles • Support the role of Marin Transit in development of a renewed/relocated Bettini Bus Hub • Support the development of a local bus maintenance facility • Improve passenger amenities at bus stops, including real-time transit information | 4.0% |
| Expand access to ferries and regional transit, managed by Golden Gate Transit. <ul style="list-style-type: none"> • Expand and maintain connecting ferry shuttle services to address first and last mile connections • Expand and maintain remote parking locations and other strategies to expand regional transit access for Marin's residents and commuters • Expand first and last mile access to regional transit services for access to jobs in Marin County | 0.5% |
| TOTAL | 100.0% |

PROPOSED SCHEDULE

MEASURE AA EXPENDITURE PLAN REVIEW 2025-2026

| Expenditure Review Plan Schedule | |
|---|-------------------------|
| Collection of Measure AA Revenue Commenced | April 1, 2019 |
| TAM Executive Committee and Board Presentations on Process/Schedule | October 2024 |
| Establish Measure AA Ad Hoc Committee | December 2024 |
| Solicitation for Outreach Support | October-December 2024 |
| Solicitation for Financial Advisor | January-March 2025 |
| Expenditure Plan in Effect for Six Years | March 31, 2025 |
| Work with Measure AA Ad Hoc Committee | January-December 2025 |
| TBD Meetings/Workshops | April-December 2025 |
| Present Draft Amended Expenditure Plan to TAM Executive Committee and Board | September-December 2025 |
| Open 45-day comment period/hearing for any changes proposed | January 2026 |
| Adoption of the Amended Measure AA Expenditure Plan | March 2026 |
| Present Amended Expenditure Plan to Cities, Towns, and County | March/April 2026 |
| Post Expenditure Plan Online and Distribute to Partners | March/April 2026 |
| Identify Expenditure Plan changes in TAM FY2026-27 Budget Process | April 2026 |
| Strategic Plan Schedule | |
| Produce Draft Strategic Plan | April 2026 |
| Present Strategic Plan to COC | May 2026 |
| Opening 30-day Public Comment Period | June 2026 |
| TAM Executive Committee and Board Adopt Strategic Plan | July 2026 |

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Measure AA Expenditure Plan Review Process & Schedule

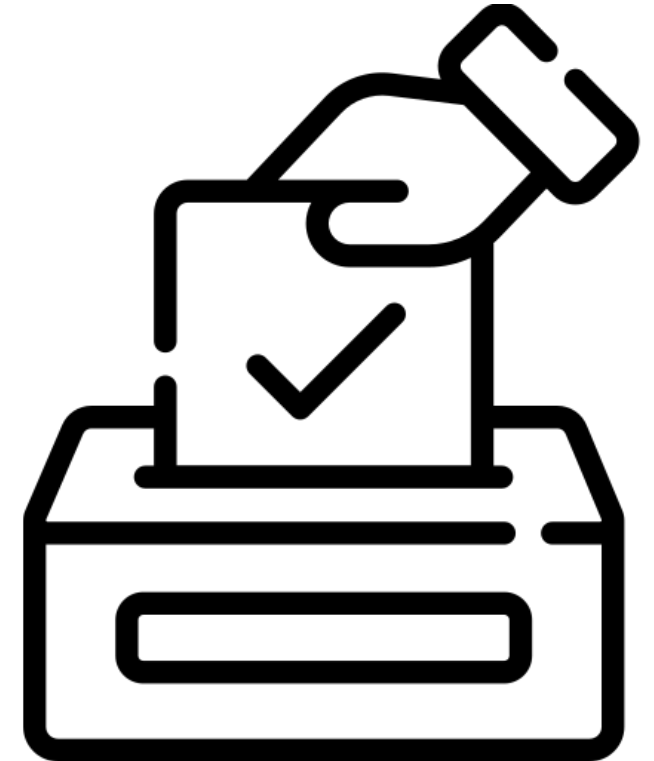
Transportation Authority of Marin

Board of Commissioners

October 24, 2024

Background

- Original 20-year Measure A, approved by voters in 2004, was due to expire on March 31, 2025
- Marin voters approved Measure AA to renew and extend the original Measure A Transportation Sales Tax in November 2018
- Measure AA extends the collection of a half-cent transportation sales tax for 24 years to 2049



Measure AA



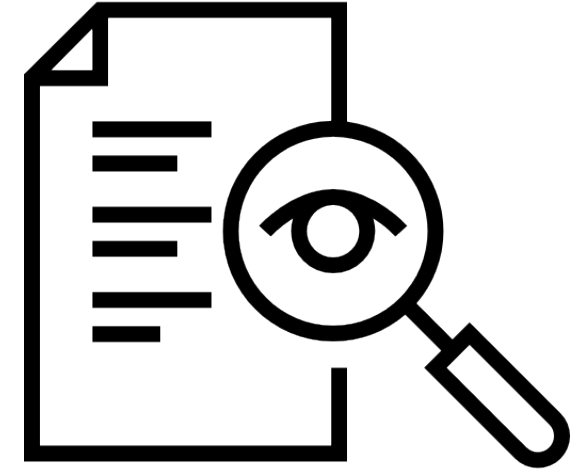
Measure AA Expenditure Plan (“Expenditure Plan,” hereinafter) funds four main categories:

- Highway and Interchange Improvements – 7%
- Local Street and Road Maintenance – 26.5%
- Safe Routes to Schools Programs – 11.5%
- Transit Services – 55%

Approximately \$35 million is collected annually to fund and administer the four categories

Review Requirement

A policy was included in Measure AA for TAM to review the Expenditure Plan every six years



Purpose of the review:

- Respond to a rapidly evolving transportation landscape
- Incorporate innovations
- Reflect current priorities
- Consider amendments or Status Quo

How to Amend the Expenditure Plan?

- To modify this Expenditure Plan, amendments must be approved by a two-thirds majority of the total commissioners on TAM's Board in a noticed public hearing and after a 45-day public comment period.
- Following the two-thirds vote, any plan amendment will be submitted to each of the cities and towns in Marin County and to the County Board of Supervisors for their approval.
- Amending the Expenditure Plan will require a majority vote of 50+% of the cities or towns representing 50+% of the incorporated population, as well as a majority vote of the Board of Supervisors.

County Counsel

Staff consulted with County Counsel who provided the following guiding recommendations:

- Review after six years to gauge the effectiveness of investments and consider amendments if needed
- The first six-year period for the Measure AA Expenditure Plan concludes March 31, 2025
- TAM must bring a final review for the TAM Board's consideration after April 1, 2025, but before March 31, 2026

What Can Be Amended?

Review process can result in amendments or status quo to:

- policies
- categories and sub-categories
- funding percentages of Measure AA

New categories and sub-categories may be introduced but...

- must be transportation related
- show a nexus to the payer of the transportation sales tax
- not in prohibited areas explicitly mentioned in Expenditure Plan

What Cannot Be Amended?

- Increased sales tax
(must be approved by voters, not amendment process)
- Funds to:
 - extend or operate SMART
 - support parks and open space, or to
 - plan, construct, or renovate housing
- Must continue to fulfill obligations for long-term contracts, bonding, and financing

Key Stakeholders

The review process will target key stakeholders that include:

- TAM Community Oversight Committee (COC)
- General Marin Public
- Special interest groups
- Funding recipients
- TAM Board, including establishment of a new Measure AA Expenditure Plan Review Ad Hoc Committee

Outreach/Communications

Transportation funding needs and proposed amendments will be presented and discussed at:

- COC meetings
- Marin Public Works Association (MPWA)
- Marin Managers' Association (MMA)
- Roadshow presentations
- Workshops/Public meetings (North, Central, South)
- Council/Transit Board meetings
- TAM Executive Committee & Board meetings
- Equity Working Group
- Email comments/survey



Preview of Considerations

Potential Issues

- Fixed funding (not new)
- Inflation: Program and project costs rising
- Changing travel trends
- Emerging needs
- Changes in other grant programs and policy shifts
- New technology not coming as quickly as expected previously, or looks different
- Potential other measures under discussion in similar timeframe
- Economic uncertainties

Potential Opportunities

- Celebrate successes of local funding
- Evaluate what's working, what can be improved
- Support CTP priorities
- Changing travel trends
- Emerging needs
- Synergies with other grant programs and policy shifts
- Technology
- Update financial forecasts
- Better define TAM's role in certain areas

Proposed Expenditure Plan Review Schedule

| Expenditure Plan Review Schedule | | |
|---|--------------------|------|
| Collection of Measure AA Revenue Commenced | April 1 | 2019 |
| TAM Executive Committee and Board Presentations on Process/Schedule | October | 2024 |
| Establish Measure AA Ad Hoc Committee | December | |
| Solicitation for Outreach Support | October-December | |
| Solicitation for Financial Advisor | January-March | |
| Expenditure Plan in Effect for Six Years | March 31 | 2025 |
| Work with Measure AA Ad Hoc Committee | January-December | |
| TBD Meetings/Workshops | April-December | |
| Present Draft Amended Expenditure Plan to TAM Executive Committee/Board | September-December | 2026 |
| Open 45-day comment period/hearing for any changes proposed | January | |
| Adoption of the Amended Measure AA Expenditure Plan | March | |
| Present Amended Expenditure Plan to Cities, Towns, and County | March/April | |
| Post Expenditure Plan Online and Distribute to Partners | March/April | |
| Identify Expenditure Plan changes in TAM FY2026-27 Budget Process | April | |

Strategic Plan and Proposed Schedule

The Strategic Plan identifies project priorities and dates for project implementation based on:

- project readiness
- ability to generate matching or leveraged funds
- need for borrowing
- other relevant criteria

Upon approval of the Expenditure Plan, the Strategic Plan will need to be updated to reflect the newly approved changes

| Strategic Plan Schedule | |
|--|------------|
| Produce Draft Strategic Plan | April 2026 |
| Present Strategic Plan to COC | May 2026 |
| Open 30-day Public Comment Period | June 2026 |
| TAM Executive Committee and Board Adopt Strategic Plan | July 2026 |

Executive Committee

On October 14, 2024, the Administration, Projects and Planning (AP&P) Executive Committee approved the proposed process and schedule for the Measure AA Expenditure Plan Review.

Questions and Feedback

Thank you!

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DATE: October 24, 2024

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
David Chan, Director of Programming and Legislation

SUBJECT: Regional Measure 3 North Bay Transit Access Improvement Projects Funding Recommendation (Action), Agenda Item No. 7

RECOMMENDATION

The TAM Board approves funding recommendations, shown in Table 2 below, for Regional Measure 3 (RM3) North Bay Transit Access Improvement funds.

On October 14, 2024, the Funding, Programs, and Legislation (FP&L) Executive Committee approved and referred staff recommendations for RM3 North Bay Transit Access Improvement funds to the TAM Board for adoption.

BACKGROUND

In June 2018, Bay Area voters approved RM3 to raise tolls on the region's state-owned toll bridges. Toll revenues, estimated at \$4.45 billion total, are administered by the Metropolitan Transportation Commission (MTC) to fund highway and transit improvements in the toll bridge corridors and their approach routes to address the Bay Area's traffic congestion.

Four specific projects in Marin were included in the RM3 Expenditure Plan:

- U.S. 101 Marin-Sonoma Narrows (MSN) – \$120 million (Marin and Sonoma counties)
- Richmond-San Rafael Bridge Access (I-580) Improvements – \$210 million total, of which \$135 million is for improvements in Marin County
- State Route 37 Improvements – \$100 million (Marin, Sonoma, Napa, and Solano counties)
- San Rafael Transit Center – \$30 million

In addition, projects in Marin are also potentially eligible for funds under other programmatic categories such as the RM3 Bay Trail/Safe Routes to Transit Program and the North Bay Transit Access Improvement Program. Below is the discussion on the RM3 North Bay Transit Access Improvement Program.

DISCUSSION

RM3 North Bay Transit Access Improvement Program

The RM3 North Bay Transit Access Improvement Program provides \$100 million for five North Bay counties, including Marin. Below is the actual legislative description of the North Bay Transit Access Improvement Program:

(26) North Bay Transit Access Improvements. Provide funding for transit improvements, including, but not limited to, bus capital projects, including vehicles, transit facilities, and access to transit facilities, benefiting the Counties of Marin, Sonoma, Napa, Solano, and Contra Costa. Priority shall be given to projects that are fully funded, ready for construction, and serving rail transit or transit service that operates primarily on existing or fully funded high-occupancy vehicle lanes. The project sponsor is the Metropolitan Transportation Commission. Eligible applicants are any transit operator providing service in the Counties of Contra Costa, Marin, Napa, Solano, or Sonoma. One hundred million dollars (\$100,000,000).

MTC has since determined that that the \$100 million under the North Bay Transit Access Improvement Program will be evenly distributed to the five eligible County Transportation Agencies (CTAs) with \$20 million per agency. TAM is administering the allotted \$20 million for projects in Marin County.

Call for Projects

On April 25, 2024, the TAM Board approved a process to distribute the RM3 North Bay Transit Access Improvement funds through a competitive process by soliciting applications through a Call for Projects with the three eligible transit operators in Marin: the Golden Gate Bridge Highway and Transportation District (GGBHTD), Marin Transit, and Sonoma-Marín Area Rail Transit (SMART).

On May 23, 2024, TAM staff released a Call for Projects with RM3 North Bay Transit Access Improvement funds with an application deadline of July 19, 2024. Eligible capital project types include:

- vehicle projects
- transit facilities
- access to transit facilities
- other transit capital improvements

Factors for evaluating applications include:

- fully funded with the award of RM3 funds
- ready for construction or procurement
- serving rail transit or transit service that operates primarily on existing or fully funded high-occupancy vehicle lanes
- amount of other funds leveraged
- countywide and regional significance
- RM3 funds do not supplant existing funds
- safety enhancement
- benefiting disadvantaged communities
- broad and strong public support

Available Funding Amount

The Call for Projects indicated that approximately \$10 million of the \$20 million will be available in the first round of the Call for Projects with the reservation to program more than \$10 million if the call results in meritorious projects that are clearly better served with the additional RM3 funds programmed in one round rather than through multiple programming rounds. The remaining \$10 million or whatever remains from the first Call for Projects will be made available through a second Call for Projects. The issuance of the second Call for Projects will be determined at a later date.

Applications Received

By the deadline of July 19, 2024, six applications were received from three applicants, totaling over \$32.4 million in requests as shown in Table 1.

| Table 1 Applications Received | | | |
|--|---|--|-------------------------|
| Applicant | Project | Description | Requested Amount |
| GGBHTD | San Rafael Transit Center Replacement Project | The SRTC Replacement Project replaces the existing transit center located in downtown San Rafael to a new location immediately north of the existing location. | \$16,000,000 |
| Marin Transit | Marin County Priority Bus Stop Improvements Project | GGBHTD will be transferring responsibilities of 188 bus stops to Marin Transit. RM3 funds will be used to address deferred maintenance and start to replace shelters that are beyond their useful life. | \$2,500,000 |
| Marin Transit | Fixed Route Electric Vehicle Charging & Maintenance Facility | Marin Transit is acquiring land to build an electric bus facility to serve a 79-vehicle fleet that provides local transit service to primarily low-income and minority riders. | \$6,000,000 |
| Marin Transit | Transit Bus Replacements | Project will provide local match funds for 18 vehicles to be purchased in FY2025 and FY2026 to replace aging vehicles. | \$1,500,000 |
| SMART | SMART Pathway in Novato: Hanna Ranch Rd. to Rowland Blvd./Vintage Way | Construct 0.4 miles of Class 1 non-motorized paved pathway within and along the publicly owned railroad right-of-way. This segment of Pathway will close a gap between two existing pathway segments. | \$4,713,180 |
| SMART | SMART Civic Center Station Kiss-and-Ride & Micromobility Connector | Create a new drop-off/"kiss-and-ride" facility with handicap parking and a Class 1 bicycle pathway connection at SMART's Civic Center Station in SMART-owned Right-of-Way (ROW) along Civic Center Drive, where there is currently no designated loading zone for people accessing the station by vehicle. | \$1,719,000 |
| | | Total Requested: | \$32,432,180 |

Evaluation

Staff reviewed the applications in accordance with the criteria noted above and determined that all applications were aligned with the intent and goals of the RM3 North Bay Transit Access Improvement Program. While some more than others, all applications were considered countywide significant while containing elements that either directly or indirectly contributed to the countywide network in meaningful ways. MTC was consulted and agreed that all applications were eligible for funding.

Staff Recommendations

Staff has developed funding recommendations for Board consideration shown in Table 2 below. The recommendations were developed with the intent to fully or partially fund the applications that would allow applicants to deliver the projects in their entirety or a phase of the project that allows the project to be construction ready with the exception of GGBHTD's San Rafael Transit Center Replacement Project, which is requesting \$16 million. This amount exceeds the targeted \$10 million in the first cycle of funding.

Even if the entire amount of \$20 million was made available, programming \$16 million or 80% of the available funds to one project is not a desired outcome that would leave other projects either entirely unfunded or severely underfunded with little or no path to delivery without contribution from other sources.

Staff recommendations are intended to fund the most projects possible to ensure delivery or construction-ready projects to attract other sources. For outside grants, construction ready or also known as “shovel-ready” projects that have already completed all pre-construction phases (i.e., preliminary engineering, environmental, and final design) are generally considered more favorable than projects in need of funds for pre-construction phases.

| Table 2 Staff Recommendations | | | |
|--|--|---------------------|---|
| Applicant | Project | Requested | Recommended (nearest \$1000) |
| GGBHTD | San Rafael Transit Center Replacement Project | \$16,000,000 | \$2,000,000 |
| Marin Transit | Transit Bus Replacements | \$1,500,000 | \$1,500,000 |
| Marin Transit | Fixed Route Electric Vehicle Charging & Maintenance Facility | \$6,000,000 | \$923,000 |
| Marin Transit | Marin County Priority Bus Stop Improvements Project | \$2,500,000 | \$2,500,000 |
| SMART | SMART Pathway in Novato: Hanna Ranch Rd. to Rowland Blvd./Vintage Way | \$4,713,180 | \$4,713,000 |
| SMART | SMART Civic Center Station Kiss-and-Ride & Micromobility Connector | \$1,719,000 | \$224,000 |
| | Total: | \$32,432,180 | \$11,860,000 |
| | Remaining Available for 2nd Cycle Call for Projects: | | \$8,140,000 |

Staff recommendations fund the following projects to ensure project completion:

- Marin Transit’s Transit Bus Replacements
- Marin Transit’s Bus Stop Improvements Project
- SMART’s Pathway in Novato

In addition, staff recommendations fund the following projects to complete final design (PS&E) to advance the projects to construction-ready status:

- Marin Transit’s Electric Vehicle Charging & Maintenance Facility
- SMART’s Civic Center Station Kiss-and-Ride & Micromobility Connector

Staff recognizes the countywide and regional importance of the San Rafael Transit Center Replacement Project to Marin’s transit network that will be used by all Marin transit operators, including circulation improvements to enhance safety for all users. The San Rafael Transit Center was also provided \$30 million separately within the RM3 Expenditure Plan as a high priority project which now has a significant funding need. Considerable efforts, partnership, and funding have been invested to advance the project to this stage.

Staff recommends \$2 million for the San Rafael Transit Center Replacement Project at this time so that a second Call for Projects can be issued at a later date. GGBHTD’s San Rafael Transit Center Replacement Project is fully funded to complete all pre-construction phases but construction is not scheduled to commence until 2027 at the earliest.

Another consideration is that the San Rafael Transit Center Replacement Project is widely recognized as consistent with many goals of regional, state, and federal funding sources, and should be highly competitive with other funding sources with the potential to cover the \$14 million shortfall.

This recommendation will also allow TAM to issue a second Call for Projects to ascertain other viable candidates at a later time, particularly with potential projects that may be revealed at the conclusion of the Countywide Transportation Plan (CTP) and the Mobility Hub Planning process. This decision will not impact the delivery schedule of the San Rafael Transit Center Replacement Project and will ensure that priority projects from the CTP and Mobility Hub Planning process will have a path for funding.

FISCAL CONSIDERATION

There are no immediate fiscal impacts to TAM or TAM's annual budget by programming RM3 North Bay Transit Access Improvement funds. Recipients will receive RM3 funds directly from MTC through funding agreements between the recipients and MTC. While staff will provide guidance and assistance, recipients will be submitting reimbursement requests and reporting requirements directly to MTC.

NEXT STEPS

Upon approval from the TAM Board, staff will communicate the approved recommendation to MTC and work with MTC to program and allocate the funds to recipients.

A second Call for Projects would be released with the remaining \$8.14 million at a later date.

ATTACHMENTS

- Attachment A – Expanded Project Descriptions
- Attachment B – Project Maps and Images
- Attachment C – PowerPoint Presentation

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Attachment A

| RM3 North Bay Transit Access Improvements - Expanded Project Descriptions | | | | | | |
|---|--|---|--------------|--------------------|----------------|-----------|
| Applicant | Project Name | Description | Project Cost | RM3 Request Amount | Local Priority | Start CON |
| GGBHTD | San Rafael Transit Center (SRTC) Replacement Project | The SRTC Replacement Project replaces the existing transit center located in downtown San Rafael immediately north of the existing location. The SRTC is located in downtown San Rafael. The SRTC is the 2nd busiest regional transit hub in the Bay Area, providing access to the regional transportation network for area residents and a key transfer point in San Rafael and the greater North Bay region. The SRTC Replacement Project will include 17 bus bays to better accommodate transit, airport shuttles, and Greyhound services. Five platforms with a minimum width of 9 feet will be provided adjacent to the bus bays, and curbside bays will be located on both sides of Tamalpais Avenue between 3rd and 4th Streets. Platforms will incorporate passenger amenities like seating and shelters or canopies. The transit center will also include provisions for paratransit, pick up/drop off, maintenance vehicles, and shuttle curbside space, as well as bicycle parking with racks and lockers. Other features of the transit center will include public art, security, and wayfinding signage. | \$67,245,000 | \$16,000,000 | 1 | 6/2027 |
| Marin Transit | Transit Bus Replacements | Project will provide local match funds for 18 vehicles to be purchased in FY2025 and FY2026 to replace aging vehicles. This project fully funds 6-40ft buses and 4-30ft hybrid buses to be ordered in FY2025 and 7- 40ft and 1-30ft hybrid buses to be ordered in FY2026. | \$19,163,985 | \$1,500,000 | 1 | 3/2025 |
| Marin Transit | Fixed Route Electric Vehicle Charging and Maintenance Facility | Marin Transit has acquired land to build an electric bus facility to serve a 79-vehicle fleet that provides local transit service to primarily low-income and minority riders. Site ownership will allow investment in electrical infrastructure needed to continue converting to a zero-emission fleet. The project also includes development and implementation of a workforce development program that includes unionized and employee-owned purchased transportation providers. The purchase of a facility will consolidate existing leased facilities and save transit operation costs. | \$44,463,000 | \$6,000,000 | 2 | 4/2027 |

Attachment A

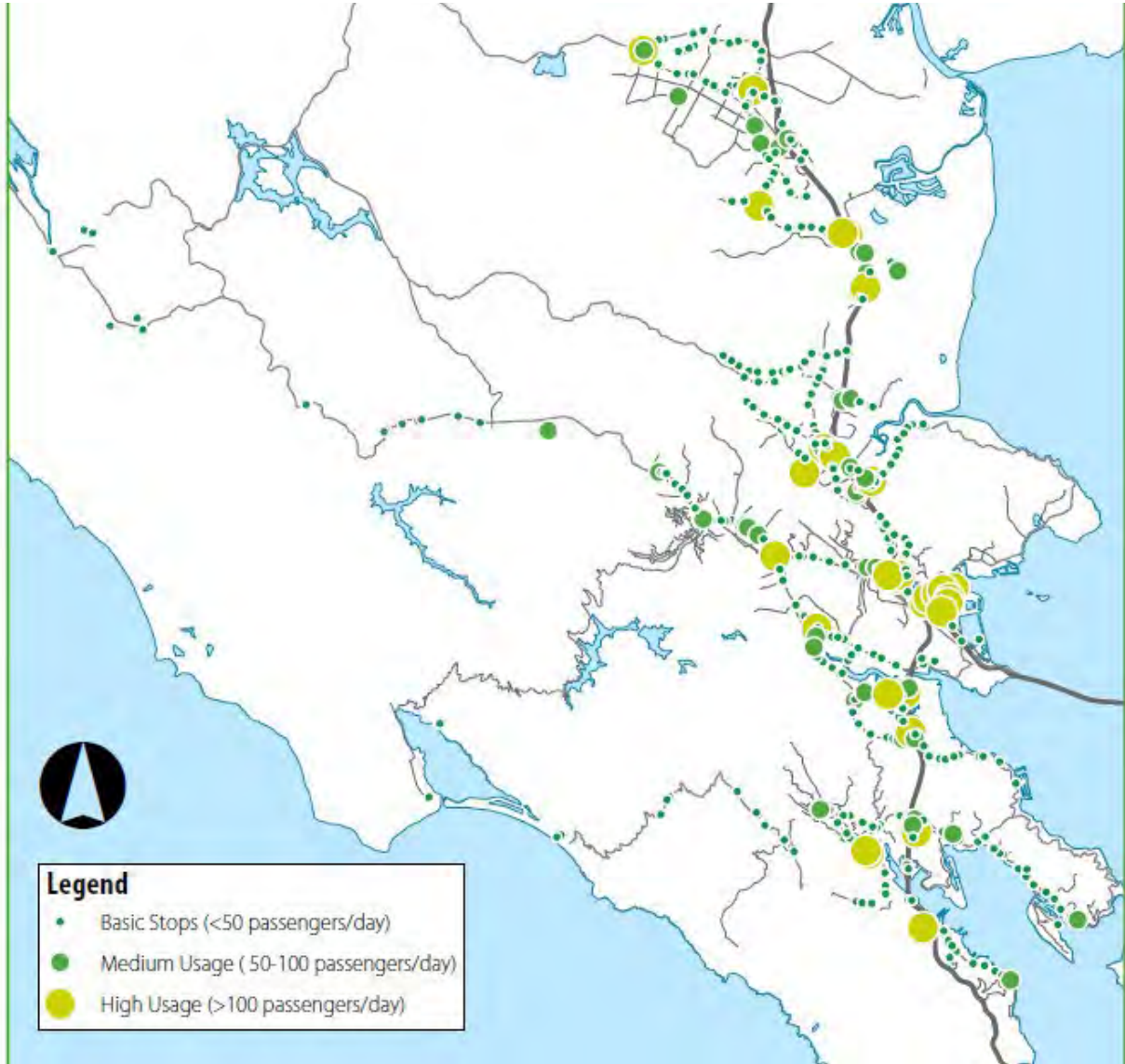
| | | | | | | |
|---------------|--|---|----------------------|---------------------|---|--------|
| Marin Transit | Marin County Priority Bus Stop Improvements Project | GGBHTD will be transferring responsibilities of 188 bus stops to Marin Transit. Marin Transit is requesting RM3 funds to address deferred maintenance and start to replace shelters that are beyond their useful life. The funds will also be used to implement amenities and ADA improvements at various stops. | \$2,500,000 | \$2,500,000 | 3 | 1/2026 |
| SMART | SMART Pathway-Great Redwood Trail: Novato (Hanna Ranch Rd. to Rowland Blvd./Vintage Way South) | Construct 0.4 miles of Class 1 non-motorized paved pathway within and along the publicly owned railroad right-of-way in Novato between Hanna Ranch Rd. to Rowland Blvd./Vintage Way South. This segment of Pathway will close a gap between two existing pathway segments. Elements of the pathway include a bridge and retaining walls over challenging wetlands. | \$7,095,000 | \$4,713,180 | 1 | 7/2025 |
| SMART | SMART Civic Center Station Kiss-and-Ride and Micromobility Connector | Create a new drop off/"kiss-and-ride" facility with handicap parking and a Class 1 bicycle pathway connection at SMART's Civic Center Station in SMART-owned Right-of-Way (ROW) along Civic Center Drive, where there is currently no designated loading zone for people accessing the station by vehicle. Additionally, the loading/"kiss-and-ride" zone will make it possible for SMART's planned micro-transit shuttle to serve the station area. The area around the station is home to several larger employers including Marin County, as well as many services and programmed events at the Civic Center and Fairgrounds. The project also includes a one-direction, separated bike path and new sidewalk. There is no current sidewalk on the southwest side of Civic Center Drive. | \$1,719,000 | \$1,719,000 | 2 | 1/2026 |
| | | Total | \$142,185,985 | \$32,432,180 | | |

Attachment B
Project Maps and Images

San Rafael Transit Center Replacement Project Location Map










Marin Transit's Bus Stop Improvements



2024 Fleet Summary

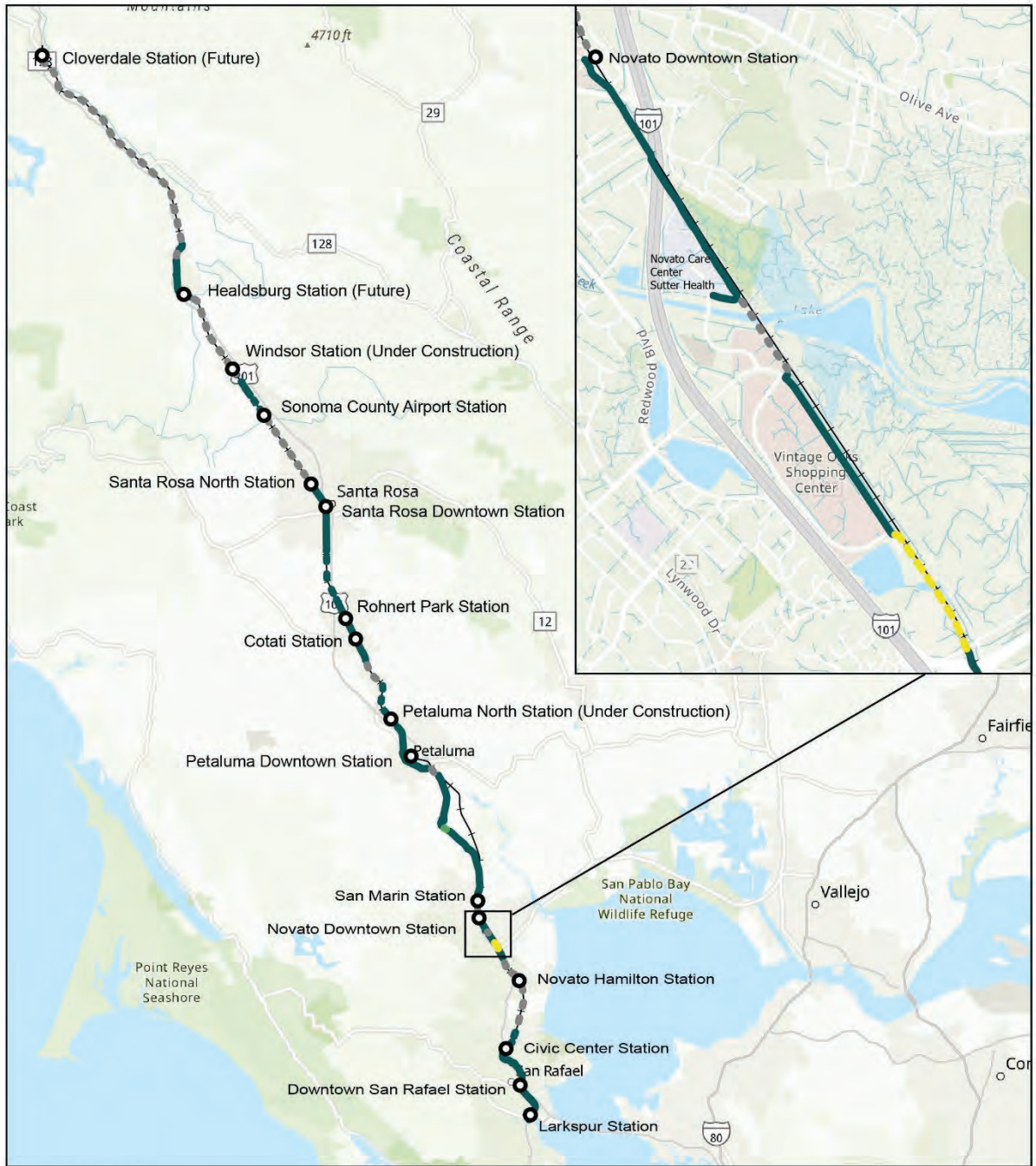
Marin Transit Bus Replacements

114 Vehicles Total; 68 fixed route, 46 Demand Response

| No. of Vehicles | Vehicle Type | Vehicle | Fuel Type | Contractor | Service | Vehicle Length | Seating Capacity |
|-----------------|---|---|-------------|--|--------------------------|------------------------|--------------------------|
| 30 4 4 | 40ft Hybrid Vehicle 35ft Hybrid Vehicle 30ft Hybrid Vehicle |  | Diesel | Marin Airporter, Golden Gate Transit | Fixed Route Local | 40ft 35.5ft 30ft | 34 - 38 29 - 31 26 |
| 4 2 | 40ft Battery Electric 35ft Battery Electric |  | Electricity | Marin Airporter, Golden Gate Transit | Fixed Route Local | 40ft 35ft | 38 32 |
| 4 7 | 35ft XHF 29ft XHF |  | Diesel | Marin Airporter | West Marin Stagecoach | 35ft 29ft | 41 29 |
| 13 | Shuttle Cutaway |  | Gasoline | Marin Airporter | Local Shuttle | 24ft | 20 |
| 15 | Paratransit Cutaway |  | Gasoline | Transdev | Paratransit | 22ft 24ft | 8 12 |
| 14 | Ford Transit Vans |  | Gasoline | Transdev | Paratransit | 22ft | 6 |
| 17 | Paratransit Cutaway Owned by GGBHTD |  | Gasoline | Transdev | Paratransit | 22ft | 8 |

SMART Pathway Gap Closure Project Between Hanna Ranch Road and Rowland Way South/Vintage Way

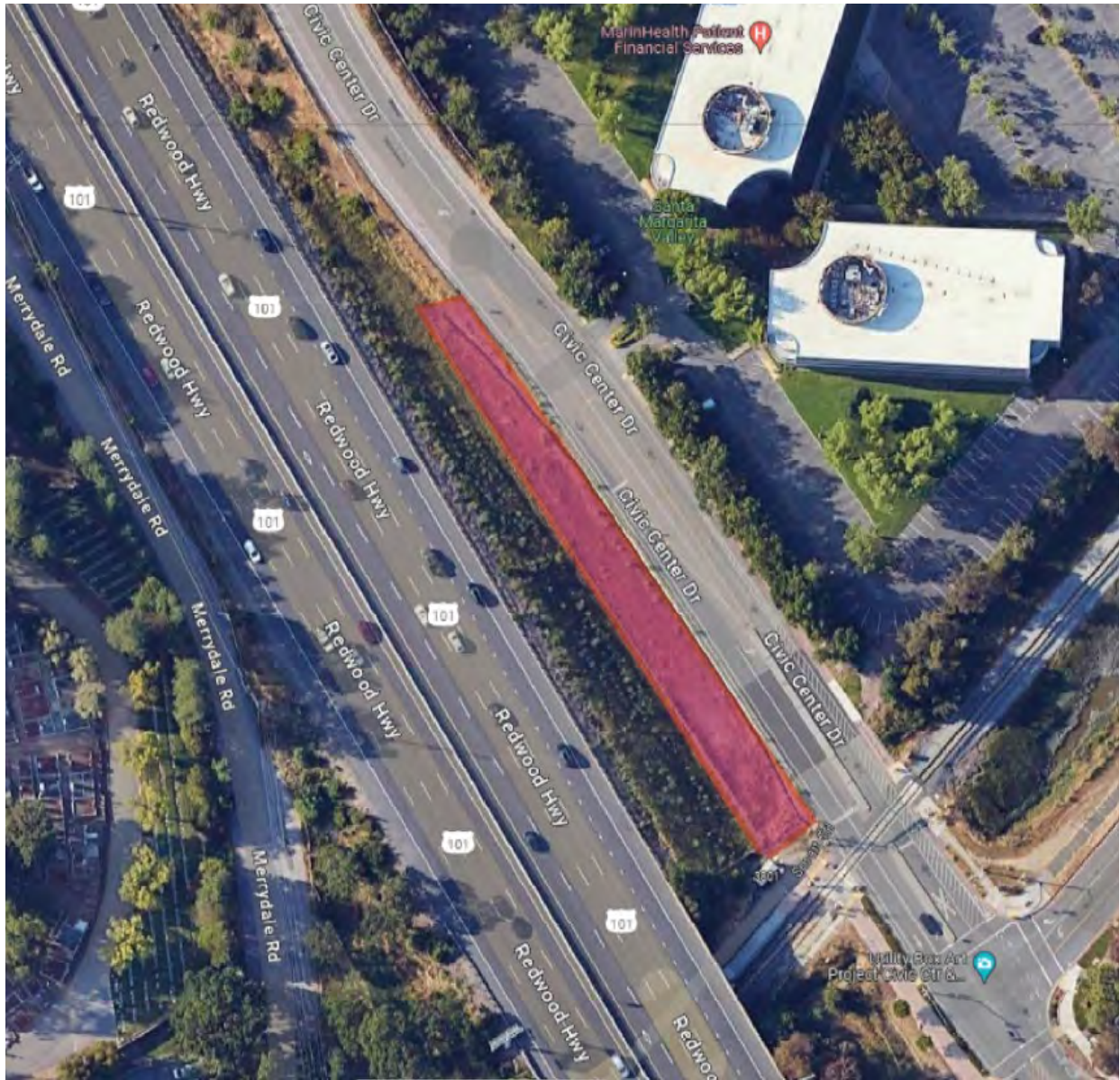
SMART System Overview Map and Project Detail



Legend

- | | | |
|-----------------|--------------------|-----------|
| ● SMART Station | Pathway Segments | ■ Funded |
| — SMART Track | ■ Complete | ■ Planned |
| | ■ Construction | |
| | ■ Proposed Project | |

SMART Kiss and Ride Location





Item 7 - Attachment C

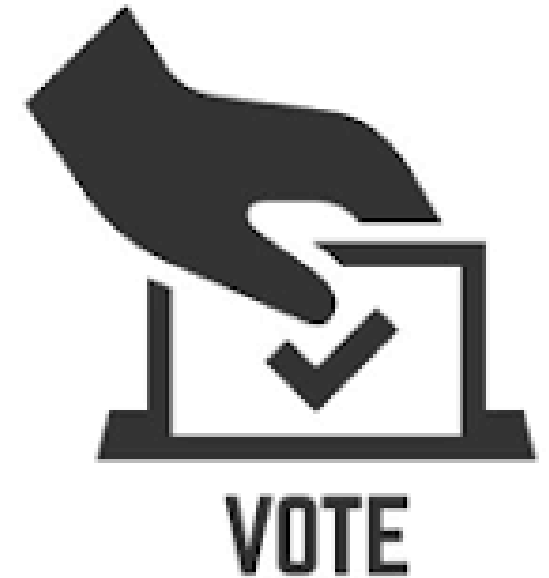
Regional Measure 3 (RM3) North Bay Transit Access Improvements

Transportation Authority of Marin
Board of Commissioners

October 24, 2024

What are RM3 Funds?

- In June 2018, Bay Area voters approved RM3 to raise tolls on the region's state-owned toll bridges
- MTC administers funds for highway and transit improvements in the toll bridge corridors and the approach routes to address congestion problems

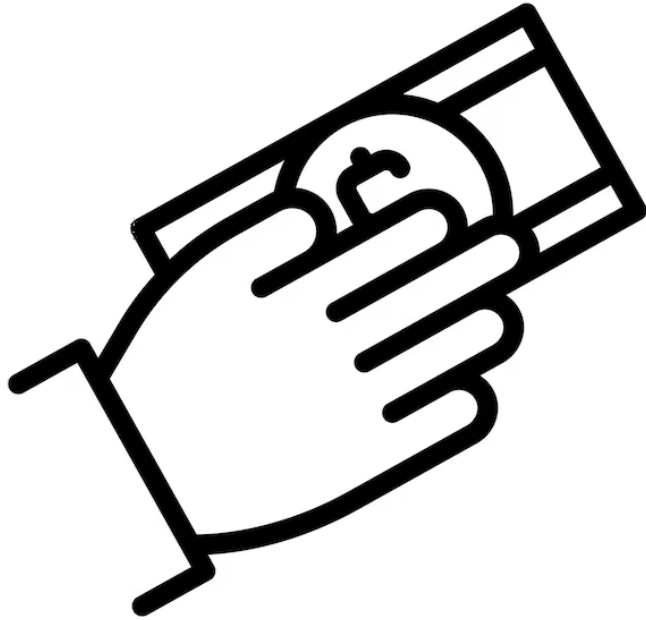


North Bay Transit Access Improvement Program



- Provides \$100 million for five North Bay Counties: Marin, Sonoma, Napa, Solano, and Contra Costa
- Per MTC, \$100 million to be evenly distributed to the five eligible County Transportation Agencies (CTAs) with \$20 million per agency
- TAM to administer the \$20 million for projects in Marin County

Call for Projects



- April 25, 2024 – TAM Board approved a Call for Projects to distribute funds
- Eligible applicants include:
 - GGBHTD
 - Marin Transit
 - Sonoma-Marín Area Rail Transit
- May 23, 2024 – TAM staff released a Call for Projects with an application deadline of July 19, 2024

Call for Projects (cont.)

- Eligible capital project types include:
 - vehicle projects
 - transit facilities
 - access to transit facilities
 - other transit capital improvements



- Approximately \$10 million of the \$20 million was made available in the first round of the Call for Projects
- Remaining funds for second Call for Projects could address needs from the Countywide Transportation Plan (CTP) and the Mobility Hub Planning process

Applications Received

| Applicant | Project | Description | Requested Amount |
|---------------|---|--|---------------------|
| GGBHTD | San Rafael Transit Center Replacement Project | The SRTC Replacement Project replaces the existing transit center located in downtown San Rafael to a new location immediately north of the existing location. | \$16,000,000 |
| Marin Transit | Marin County Priority Bus Stop Improvements Project | GGBHTD will be transferring responsibilities of 188 bus stops to Marin Transit. RM3 funds will be used to address deferred maintenance and start to replace shelters that are beyond their useful life. | \$2,500,000 |
| Marin Transit | Fixed Route Electric Vehicle Charging & Maintenance Facility | Marin Transit is acquiring land to build an electric bus facility to serve a 79-vehicle fleet that provides local transit service to primarily low-income and minority riders. | \$6,000,000 |
| Marin Transit | Transit Bus Replacements | Project will provide local match funds for 18 vehicles to be purchased in FY2025 and FY2026 to replace aging vehicles. | \$1,500,000 |
| SMART | SMART Pathway in Novato: Hanna Ranch Rd. to Rowland Blvd./Vintage Way | Construct 0.4 miles of Class 1 non-motorized paved pathway within and along the publicly owned railroad right-of-way. This segment of Pathway will close a gap between two existing pathway segments. | \$4,713,180 |
| SMART | SMART Civic Center Station Kiss-and-Ride & Micromobility Connector | Create a new drop-off/"kiss-and-ride" facility with handicap parking and a Class 1 bicycle pathway connection at SMART's Civic Center Station in SMART-owned Right-of-Way (ROW) along Civic Center Drive, where there is currently no designated loading zone for people accessing the station by vehicle. | \$1,719,000 |
| | | Total Requested: | \$32,432,180 |

Evaluation

- Staff reviewed the applications using RM3 criteria
- All applications were determined to align with the intent and goals of the RM3 North Bay Transit Access Improvement Program
- All applications were considered countywide significant while containing elements that either directly or indirectly contributed to the countywide network in meaningful ways
- MTC was consulted and concurred with staff's assessment

Staff Recommendations

| Applicant | Project | Requested | Recommended | Phase Funded |
|---------------|---|---------------------|---------------------|--------------|
| GGBHTD | San Rafael Transit Center Replacement Project | \$16,000,000 | \$2,000,000 | Design |
| Marin Transit | Transit Bus Replacements | \$1,500,000 | \$1,500,000 | Procure |
| Marin Transit | Fixed Route Electric Vehicle Charging & Maintenance Facility | \$6,000,000 | \$923,000 | Design |
| Marin Transit | Marin County Priority Bus Stop Improvements Project | \$2,500,000 | \$2,500,000 | CON |
| SMART | SMART Pathway in Novato: Hanna Ranch Rd. to Rowland Blvd./Vintage Way | \$4,713,180 | \$4,713,000 | CON |
| SMART | SMART Civic Center Station Kiss-and-Ride & Micromobility Connector | \$1,719,000 | \$224,000 | Design |
| | Total: | \$32,432,180 | \$11,860,000 | |
| | Remaining Available for 2nd Cycle Call for Projects | | \$8,140,000 | |

Staff Recommendations (cont.)

- Recommendations fund projects to completion or final design phase to get projects “shovel-ready”
- Recommendations allow TAM to issue a second Call for Projects at a later date
- San Rafael Transit Center:
 - greater shortfall than funds available
 - funding \$2 million for final design phase now will help defray some of the construction shortfall
 - construction is not scheduled to commence until 2027 at the earliest
 - project remains eligible when 2nd Call for Projects is issued
 - recognized for its countywide and regional significance and should be highly competitive for other grant programs
- Many of these factors also apply to Marin Transit Facility and SMART Civic Center Station projects

Executive Committee and Next Steps

- On October 14, 2024, the Funding, Programs and Legislation (FP&L) Executive Committee approved Staff Recommendations (slide 8)
- Upon approval from the TAM Board, staff will communicate the approved recommendations to MTC
- Work with MTC to program and allocate the funds to recipients
- Recipients will receive RM3 funds directly from MTC
- Issue a second Call for Projects sometime after the conclusion of the CTP and the Mobility Hub Planning process

Questions & Feedback

Thank you!

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DATE: October 24, 2024

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Derek McGill, Director of Planning

SUBJECT: Update from Metropolitan Transportation Commission on Plan Bay Area 2050+ and Transit 2050+ (Discussion), Agenda Item No. 8

RECOMMENDATION

This is a discussion item.

BACKGROUND

Every four years, the Metropolitan Transportation Commission (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 2050, was adopted in October 2021. At the heart of Plan Bay Area 2050 are 35 strategies spread across the elements of transportation, housing, the economy and the environment, that collectively seek to make the Bay Area more equitable for all residents and more resilient in the face of unexpected challenges. The Plan is also required to meet state greenhouse gas (GHG) reduction targets of 19% per capita.

Following the adoption of Plan Bay Area 2050, MTC began a limited and focused update to the plan, referred to as Plan Bay Area 2050+, to reflect changes from the last three years. At the same time, MTC has developed a parallel planning process called Transit 2050+, which will overhaul the six transit-related strategies that will feed into the development of Plan Bay Area 2050+.

Transit 2050+ aims to present a vision for a more unified and uniform transit system, as well as account for rapid changes in commute patterns brought about by the COVID-19 pandemic and significant reductions in anticipated transit revenues through 2050.

As the County Transportation Agency (CTA) 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. Staff have worked with MTC to ensure that Marin's projects and transit service needs are represented in these plans.

DISCUSSION/ANALYSIS

In October 2024, MTC released its draft Blueprint for Plan Bay Area 2050+ including the long-range transit projects in Transit 2050+. MTC worked closely with TAM and CTA partners during the development of the draft blueprint, and with TAM, SMART, GGBHTD, and Marin Transit during the development of the draft network for Transit 2050+.

MTC's current draft blueprint for Plan Bay Area 2050+ represents a regional path forward for transportation in the face of increasing fiscal challenges and with increasingly stringent GHG emissions reduction targets. The plan will not meet GHG emissions reduction targets with transportation projects alone, but instead relies on a mixture of land use strategies, transportation pricing, and environmental policies to demonstrate reductions in GHG emissions.

Projects must be included in the Plan to be eligible for certain funding sources. Projects that are specifically identified in the Plan are either large projects (\$250M+ project costs), or those that add transportation system capacity, (either new roadway lanes, or expanded transit service) for air quality purposes. Notable Marin County relevant transportation projects included in the draft plan include:

- State Route 37 improvements and transit service
- Richmond San Rafael Bridge Forward Project
- US 101/580 Multimodal and Local Access Improvement Project
- Highway interchange improvements
- US 101 Part Time Transit Lanes
- SMART to Healdsburg

Smaller projects are typically grouped into programmatic categories rather than being named individually. PBA 2050+ will include many locally important projects within plan strategies, to ensure access to regional, state and federal funds.

At the meeting, MTC staff will provide a presentation and update on the draft Plan.

FISCAL CONSIDERATION

There are no fiscal impacts associated with this presentation.

NEXT STEPS

MTC will continue to develop the Plan Bay Area 2050+ blueprint for adoption in early 2025. From there, they will begin development of the environmental reports required for the plan for adoption by the end of 2025.

ATTACHMENTS

Attachment A – MTC Plan Bay Area 2050+ Presentation

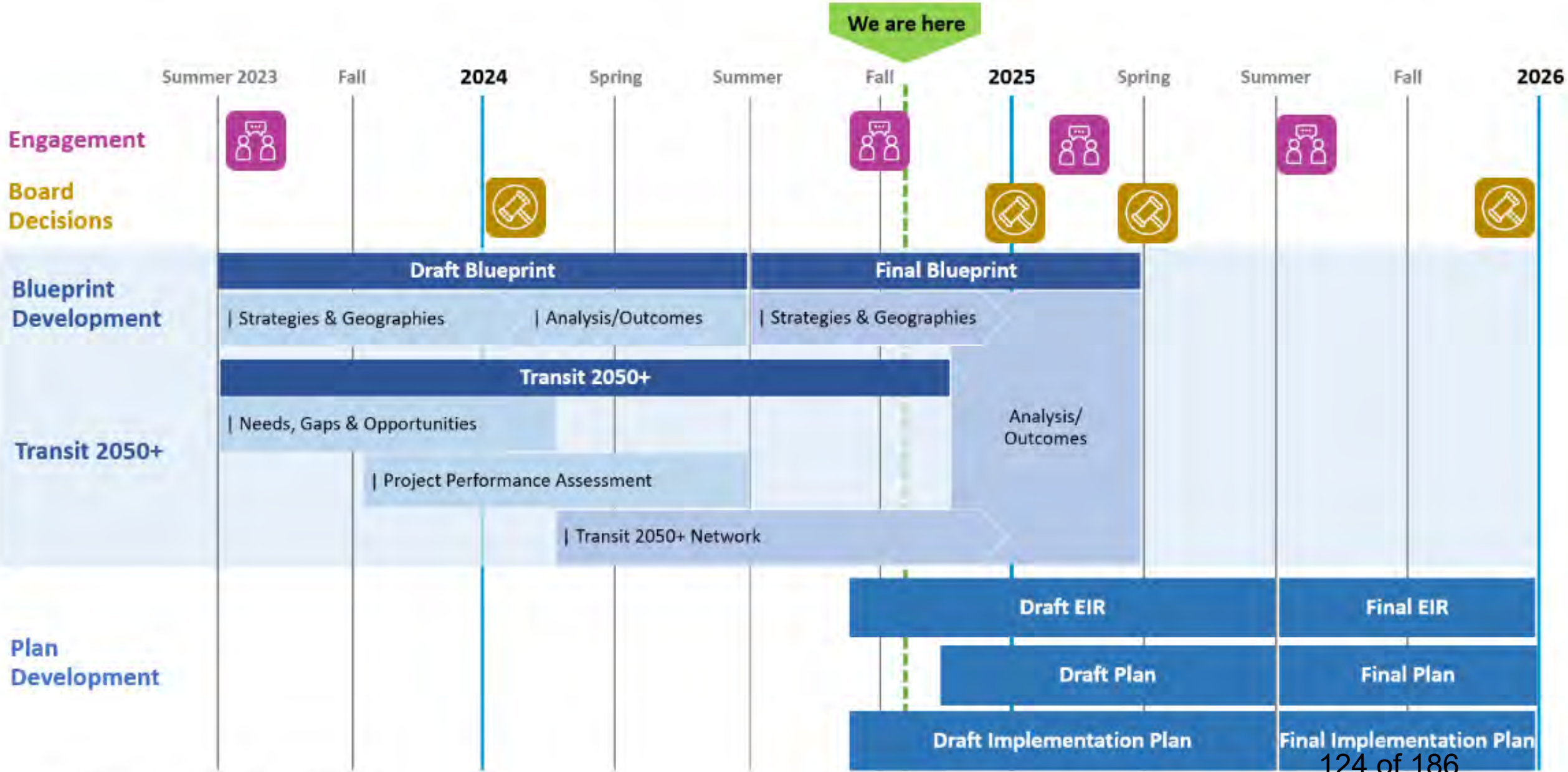


Plan Bay Area 2050+: Final Blueprint Initial Recommendations

Transportation Authority of Marin
Board of Commissioners Meeting

October 24, 2024

Plan Bay Area 2050+: Schedule



* Dates are tentative and subject to change

Engagement Summary: Round 2

Engagement Activities

1. Pop-Up Workshops (18)

- Focused on reaching Equity Priority Communities and transit users

2. Online Survey

- Enabled broader participation
- Mirrored pop-up workshop activities

3. Tribal and Community-Based Organization Engagement

- Hosted additional pop-ups, discussion groups, presentations and promotion
- Enhanced engagement with Native American residents through CBO partnerships

4. Digital Promotion

- Broad marketing to boost participation and raise awareness

5. Webinars, Technical Workshops (2) & Office Hours

- *Introducing the Plan Bay Area 2050+ Draft Blueprint and Draft Transit 2050+ Network* webinar kicked off Round 2 engagement
- Additional webinar(s) and office hours for technical partners will be available in the fall

Engagement Topics

1. Seek input on how to best address Draft Blueprint challenges
2. Seek input on Draft Transit 2050+ Network and strategies

Note: More detailed engagement findings will be shared with MTC/ABAG Committees in November



Plan Bay Area 2050+: Vision, Elements, and Themes

Vision

Ensure by the year 2050 that the Bay Area is **affordable**, **connected**, **diverse**, **healthy** and **vibrant** for all.

Elements



Themes

Plan Bay Area 2050+
35 Strategies Organized Into
11 Themes



Maintain and Optimize the Existing System



Create Healthy and Safe Streets



Build a Next-Generation Transit Network



Protect and Preserve Affordable Housing



Spur Housing Production at All Income Levels



Create Inclusive Communities



Improve Economic Mobility



Shift the Location of Jobs



Reduce Risks from Hazards



Expand Access to Parks and Open Space



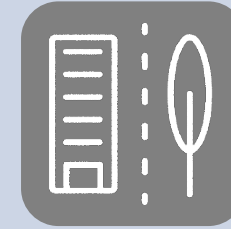
Reduce Climate Emissions

What are the Key Elements of the Final Blueprint?



Planning Assumptions

- **External Forces** reflect assumptions about future year conditions that are independent from Plan Bay Area and beyond the region's control, such as work-from-home levels or sea level rise
- The **Regional Growth Forecast** estimates how much the Bay Area might grow between now and 2050, including population, jobs and households
- **Needs and Revenue Analyses** are financial forecasts that support the Transportation, Housing and Environment Elements



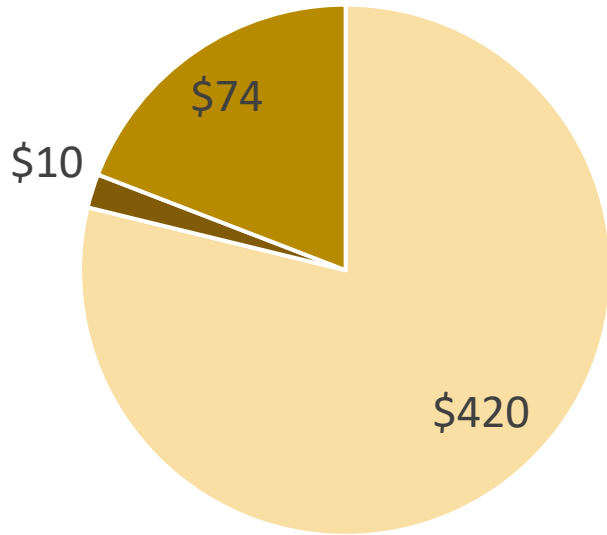
Strategies and Geographies

- **Strategies** are either public policies or investments that can be implemented in the Bay Area over the next 25 years
- **Growth Geographies** are where future housing and/or job growth would be focused
- Plan Bay Area includes: Transportation Strategies (including Transportation Project List); Housing Geographies & Strategies; Economic Geographies & Strategies; and Environmental Strategies (including Resilience Project List)



Final Blueprint: Revenues and Investments

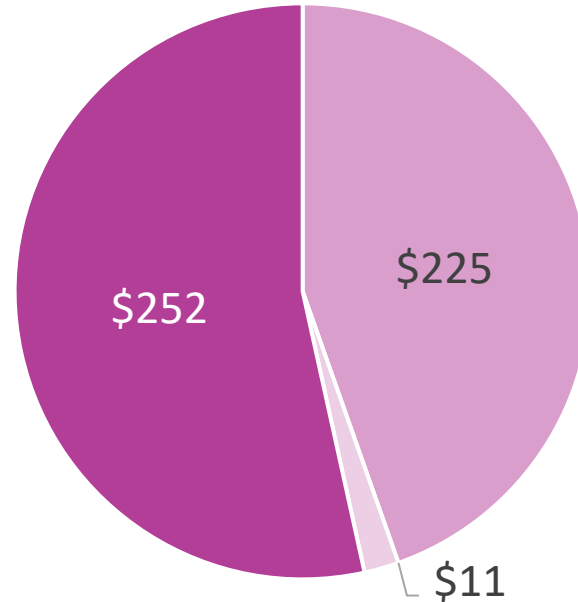
Transportation Strategies
(\$515 billion)



- Maintain & Optimize Existing System
- Create Healthy and Safe Streets
- Build a Next-Generation Transit Network

Existing revenues: \$422 billion
New revenues: \$93 billion

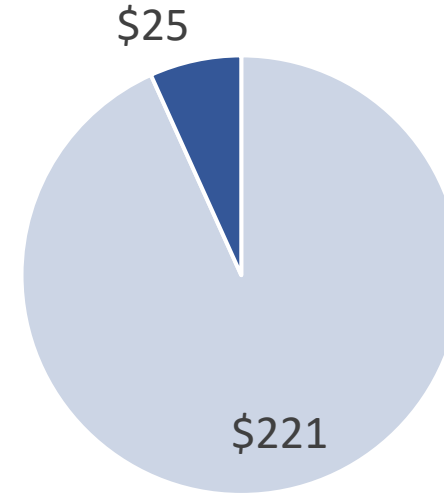
Housing Strategies
(\$488 billion)



- Protect and Preserve Affordable Housing
- Spur Housing Production at All Income Levels
- Create Inclusive Communities

Existing revenues: \$161 billion
New revenues: \$326 billion

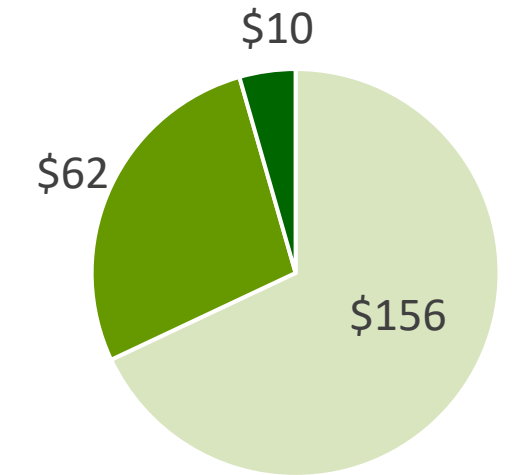
Economy Strategies
(\$235 billion)



- Improve Economic Mobility
- Shift the Location of Jobs

Existing revenues: N/A
New revenues: \$237 billion

Environment Strategies
(\$228 billion)



- Reduce Risks from Hazards
- Expand Access to Parks and Open Space
- Reduce Climate Emissions

Existing revenues: \$30 billion
New revenues: \$185 billion

Note: \$10 billion in transportation revenues are assigned to support Environment Element strategies focused on reducing climate emissions. Economic development revenues not inventoried. Numbers may not sum due to rounding. For more information, please see Agenda Item 10a, Attachments B-D posted online at the following location: <https://mtc.ca.gov/meetings-events/planning-com/mtc-2022-00-11t164000>



Transportation: Final Blueprint Strategy Adjustments



Photo Credit: Joey Kofica

Integrating Transit 2050+

The Transit 2050+ process has proposed a revamp to Plan Bay Area 2050's suite of transit strategies to help support cost-effective ridership recovery and growth, including greater emphasis on service frequencies and speed, the customer experience, and network integration.

Strategies Updated: T2, T3, T4, T11, T12



Photo Credit: Karl Nielsen

Facing Fiscal and Climate Realities

To close the plan's GHG gap the Final Blueprint continues to emphasize low-cost, high-impact, and climate-friendly strategies. The plan also proposes to distinguish between projects that increase roadway capacity and VMT versus those that do not, and adjusts the level of investment in the regional express lane network.

Strategies Updated: T6, T7, T8, EN8, EN9



Photo Credit: Karl Nielsen

Optimizing Our Pricing Approach

Staff are working with partners and stakeholders on a range of refined pricing approaches for the plan, including future all-lane tolling, a regional mileage-based user fee, or other options to address varied affordability, reliability, safety, and GHG/VMT goals, among others.

Strategies Updated: T5 129 of 186



| | | | |
|------|------|------------|------------|
| 2 | 2 | Challenges | Even |
| 2 | >10 | Challenges | Challenges |
| 3 | 5 | Challenges | Challenges |
| 3 | 3 | Advances | Advances |
| 7 | 6 | Challenges | Even |
| <0.5 | 6 | Challenges | Even |
| 6 | 5 | Challenges | Challenges |
| <0.5 | <0.5 | Challenges | Even |
| 1 | 4 | Challenges | Advances |
| 0.5 | 2 | Advances | Even |
| <0.5 | 2 | Challenges | Advances |
| 6 | 6 | Even | Even |
| 3 | 4 | Challenges | Even |
| 1 | 3 | Challenges | Challenges |
| <0.5 | 8 | Even | Even |
| 2 | 3 | Challenges | Even |
| 1 | 3 | Advances | Even |
| <0.5 | <0.5 | Challenges | Advances |
| 3 | 2 | Advances | Advances |
| 2 | 0.9 | Challenges | Even |



Analyzed Needs, Gaps, and Opportunities
to better align frequency, span, and speed with post-COVID travel demand and land use
(Fall 2023 and Winter 2024)

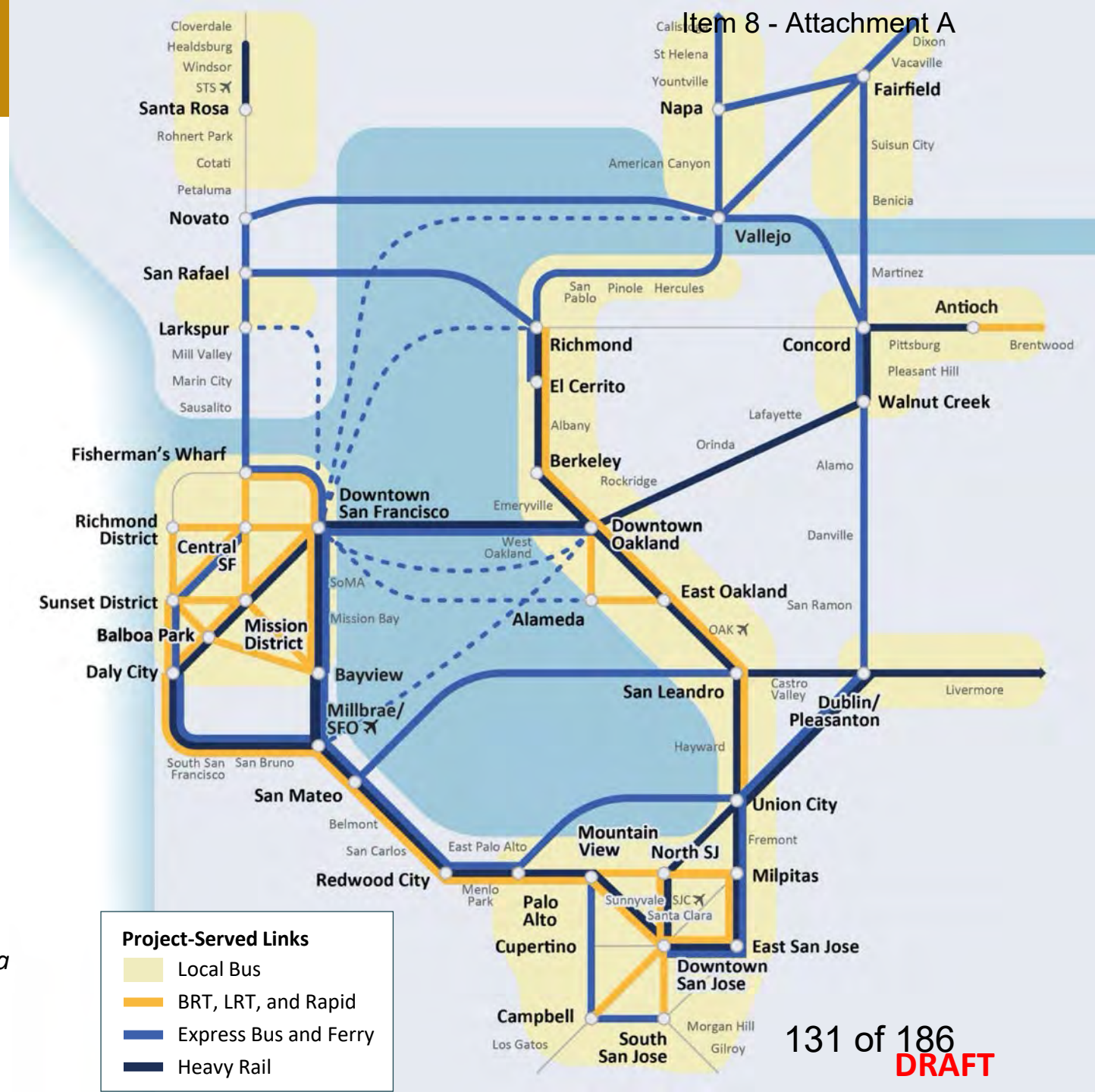
Leveraged Robust Performance Framework
to evaluate project-level benefits while preparing for network-scale evaluation
(Fall 2023 to Spring 2025)

Closely Collaborated with Operator-Led Team
to balance data-driven approach with critical local knowledge in shaping the Draft Network
(Summer 2023 to Summer 2025)

Transit: Draft Network “Big Picture”

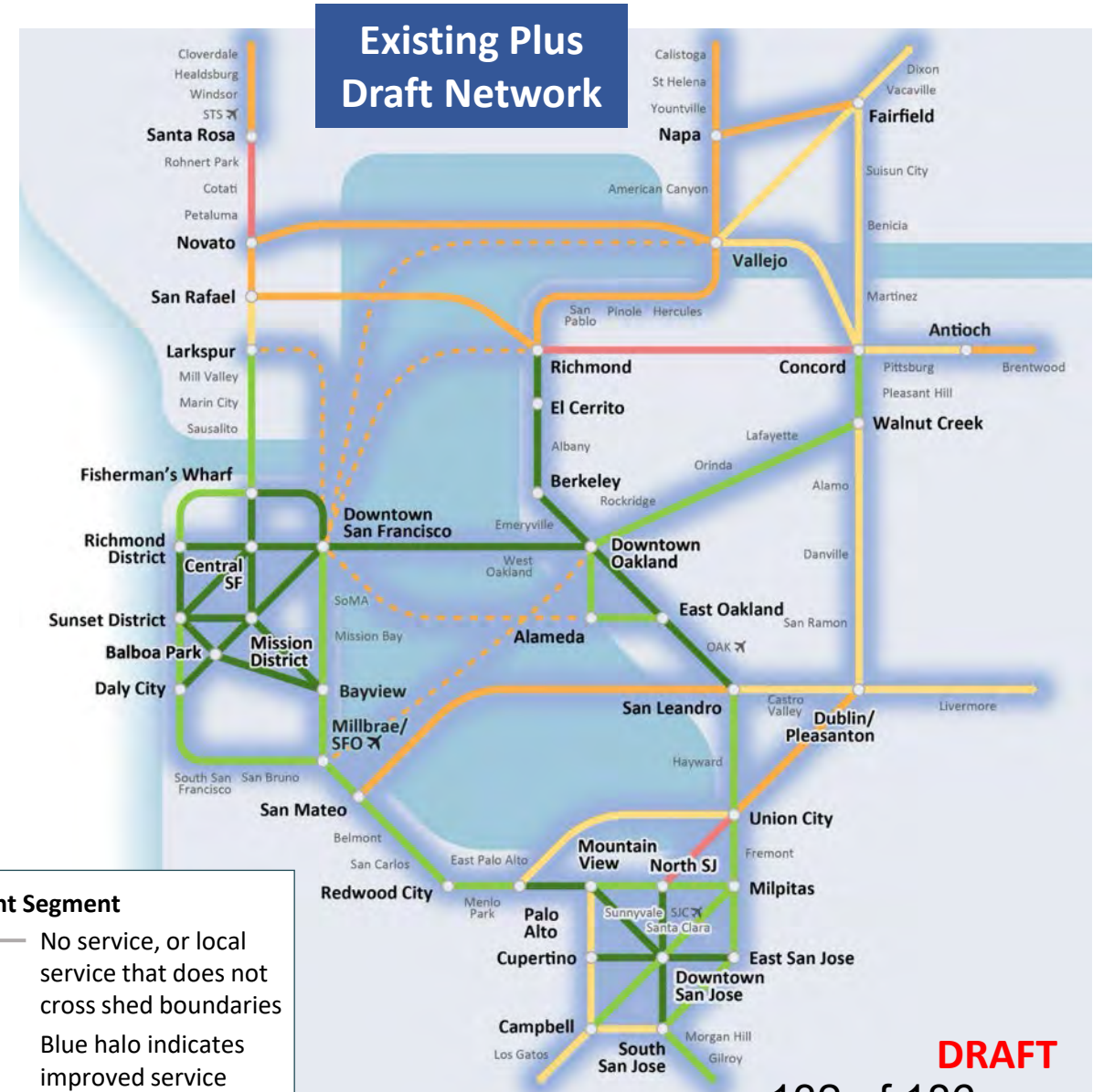
- **Supports cost-effective ridership recovery and growth** by accelerating bus investments—from BRT and rapid bus improvements in the urban core to critical express bus connectivity in suburban and rural areas.
- **Improves network integration by advancing high-priority rail** projects to completion, such as BART to Silicon Valley Phase 2, Caltrain/HSR Portal, Valley Link, and SMART to Healdsburg.
- **Funds complementary strategies beyond projects** to advance network integration with fares and mapping & wayfinding, improve timing at key nodes, and invest in safety & security for existing and new customers.

For clarity, Draft Transit Network maps integrate multimodal investments proposed to be funded by Strategies T5, T6, and T7, such as transit service funded by congestion pricing, Forward bus lines along bridge corridors, and new express bus service along SR-37, as well as required PDA frequency boost investments.





Transit: Draft Network Frequency Improvements (All Modes – PM Peak)



DRAFT



Housing & Economy: Final Blueprint Strategy Adjustments



Photo Credit: Joey Kofica

Scaling Up Innovation

The Final Blueprint considers approaches to achieve a nearly 25% reduction in the total cost of producing affordable housing, including expanding access to low-cost land; innovative design and construction processes; targeted fee reductions; and providing a single source of funding to projects that meet key criteria.

Strategies Updated: H4



Photo Credit: Karl Nielsen

Expanding Housing Opportunities

Coupled with leveraging public land and aging commercial sites, the expanded use of existing streamlining provisions and targeted development fee reductions result in cost savings and expanded opportunities for housing production, particularly in areas close to transit.

Strategies Updated: H3, H6, H8



Photo Credit: Karl Nielsen

Better Aligning Jobs and Transit

The Final Blueprint seeks a greater concentration of future *in-person* jobs near frequent transit. Targeted incentives and investments will help expand job access for low-income households, spur downtown recovery, and reduce climate emissions.

Strategies Updated: EC5



Environment: Final Blueprint Strategy Adjustments



Photo Credit: Getty Images/iStock

Accessibility Improvements

The Final Blueprint includes new approaches to support accessibility retrofits to make homes safer for residents with disabilities. It also has added emphasis for new community parks to be designed for residents of all abilities.

Strategies Updated: EN2, EN6



Photo Credit: Noah Berger

Greater Investment in Urban Parks

In the Draft Blueprint, there was only a modest increase in urban parks while regional population grew. Staff propose an increase in funding for community parks, particularly in Equity Priority Communities, and incorporating new parks as part of large-scale development.

Strategies Updated: EN6



Photo Credit: Kingmond Young

Updated Sea Level Rise Project Details

In spring 2024, local governments reviewed and updated sea level rise adaptation project details. This has led to a modest increase in element needs for projects such as ecotone levees, elevating infrastructure, marsh restoration, sea walls, and more.

Strategies Updated: EN1



PLAN BAY AREA 2050+



Next Steps

Fall 2024:

- Share Round 2 engagement findings with MTC/ABAG committees
- Finalize project lists and make final revisions to Final Blueprint in response to public, partner, and policymaker feedback

January 2025:

- Seek MTC/ABAG approval of Final Blueprint strategies and geographies, including project lists

Contact Information:

Chirag Rabari – crabari@bayareametro.gov – Plan Bay Area 2050+ Project Manager

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DATE: October 24, 2024

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Derek McGill, Director of Planning

SUBJECT: Marin Sonoma Coordinated Transit Service Plan (Discussion), Agenda Item No. 9

RECOMMENDATION

This is a discussion item.

BACKGROUND

In 2023, the Golden Gate Bridge Highway and Transportation District (GGBHTD) launched a strategic planning process to create a path forward regarding GGBHTD's future activities and finances. In the summer of 2023, GGBHTD solicited comments from the public on four broad topics: Transportation (including Bridge); Environment and Climate Change Mitigation/Adaptation; Finances (Revenue and Expenditure); and Labor/Employee Relations. One of the key themes identified through that process was the need for improved coordination among transit and county transportation agencies in Marin and Sonoma counties.

In response, GGBHTD convened a transit and funding partner meeting in September of 2023 to discuss the Strategic Plan and other topics. This workshop kickstarted an ongoing coordination process through 2024, consisting of a service planning project called the Marin Sonoma Coordinated Transit Service (MASCOTS) Plan, a regular marketing coordination meeting, financial coordination meetings, and a monthly meeting of General Managers and Executive Directors. Participating agencies are Marin Transit, GGBHTD, SMART, Santa Rosa CityBus, Petaluma Transit, Sonoma County Transit, Transportation Authority of Marin (TAM), Sonoma County Transportation Authority (SCTA), and the Metropolitan Transportation Commission (MTC).

DISCUSSION/ANALYSIS

Transit operators in Marin County and Sonoma County form a unique sub-region and have a history of coordinating transit service, fares, marketing, bus stops, and schedules to improve the network of transit services in the area. Regional services are operated by Golden Gate Transit Bus, Golden Gate Transit Ferry, Sonoma-Marin Area Rail Transit (SMART), and are complemented with local transit services provided by Marin Transit, Sonoma County Transit, Santa Rosa CityBus, and Petaluma Transit.

Historically, each of these transit operators have been responsible for individual service planning efforts that take into consideration the services operated by other transit operators. However, the introduction of new SMART service, and the evolving post-pandemic transit market resulted in an opportune time to launch a coordinated service planning effort to determine the future of transit service in the US 101 corridor in Marin and Sonoma Counties.

At the outset, the MASCOTS group agreed on the following principles of coordination:

1. Coordination of transit service maximizes the utility of the transit network for riders and the cost effectiveness of service provision.
2. Coordination of schedules supports riders' ability to seamlessly transfer between services.
3. Coordinated fares and transfer policies maximize the legibility, usability, and equity of the system.
4. Coordinated and joint outreach, marketing, and communication efforts help riders better understand the services available to them and maximize the impact of each operator's efforts.

As work progresses, the MASCOTS plan is assessing areas of overlapping service, areas of underserved demand, and connections among services, and will develop a coordinated plan for services to meet the needs/demands within the US 101 corridor. Work is currently underway, building off the development of MTC's regional Transit 2050+ planning process, with potential service recommendations being identified in early 2025. Steps toward implementation will follow.

The coordination of regional and local transit services, to respond to post-pandemic realities, is expected to result in changes to service availability and distribution in Marin and Sonoma Counties, and potentially to result in new transit service and capital needs. With 55% of Measure AA Sales Tax funding being designated for transit, and with transit services filling a key need for transportation in Marin County, TAM has a keen interest in the progress and outcomes of this work. Staff will continue to participate in these efforts, and support planning and implementation of MASCOTS service changes to adjust to emerging needs.

Staff representing the MASCOTS group will present an update on the service planning work conducted to date and some of the preliminary findings. Similar updates are expected to be conducted at the boards of all participating agencies this fall.

FISCAL CONSIDERATION

There are no fiscal impacts associated with this presentation.

NEXT STEPS

Participating agencies will continue to coordinate on the development of the MASCOTS plan. Any recommendations for service changes will be presented in 2025.

ATTACHMENTS

Attachment A – MASCOTS Presentation

MASCOTS

Marin-Sonoma Coordinated Transit Service Plan

Introduction & Existing Conditions

October 2024



Agenda

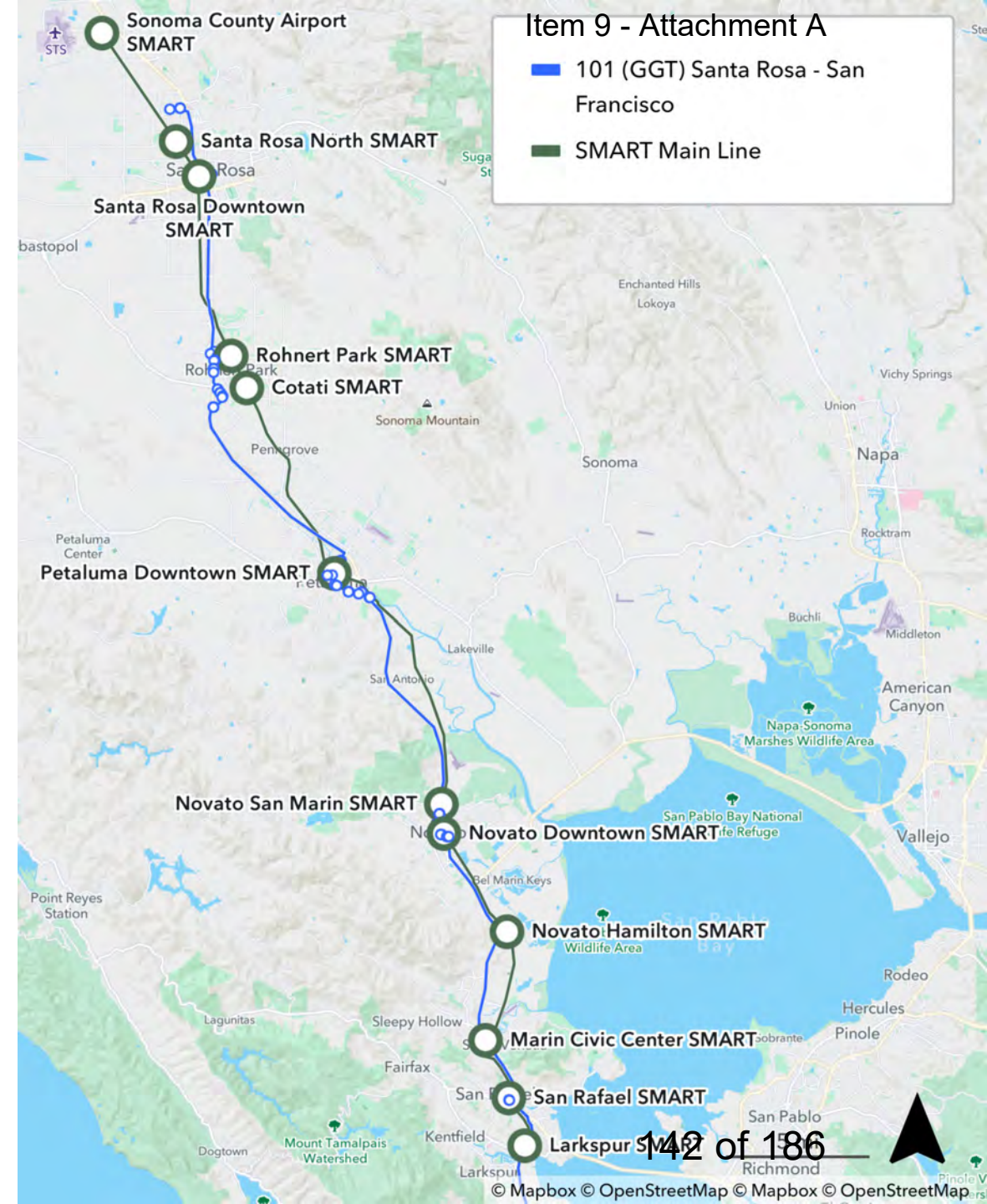
- Introduction
- Key Existing Conditions Findings
- Next Steps

MASCOTS Introduction

Why MASCOTS?

1. **SMART began service:** The operators in Marin and Sonoma Counties have not reconsidered the regional service structure comprehensively since SMART came into service
2. **Travel Patterns have Changed:** The pandemic changed regional travel demand and service levels/options to/from San Francisco and East Bay

→ It is an opportune moment to conduct a comprehensive structural analysis of transit in the Highway 101 corridor.



MASCOTS Purpose and Key Questions

Purpose: Improve service efficiency, effectiveness, and legibility along Highway 101 corridor to better serve existing and future transit customers.

Key Questions to be Addressed:

- What are the regional markets where transit can be successful?
- How well is current service meeting those markets?
- How well are equity priority communities served?
- What should future service look like?
- What is the right mix of, and relationship between, regional rail, regional bus, ferry, commuter service, and local service in the Highway 101 corridor?

MASCOTS Approach & Outcomes

- Focus on “regional service,” along Hwy 101 corridor
 - Will not repeat past work
 - Will not engage in local transit planning and integration
- Operator-neutral service planning exercise
- Grounded in “new normal” travel behavior and work patterns

→ **Final Report:** “Sub-Regional Strategic Operations Plan” that is intended to directly inform future service planning activities at each agency along the Highway 101 corridor

- Operational plan will consider costs, facilities, and funding

MASCOTS Process

June – August 2024

PHASE 1: Understand Current Conditions

Deliverables: Corridor Findings, Needs, and Opportunities

September – December 2024

PHASE 2: Develop Solutions to Address Opportunities

Deliverables: Initial Alternatives, Refined Alternatives

December 2024 – February 2025

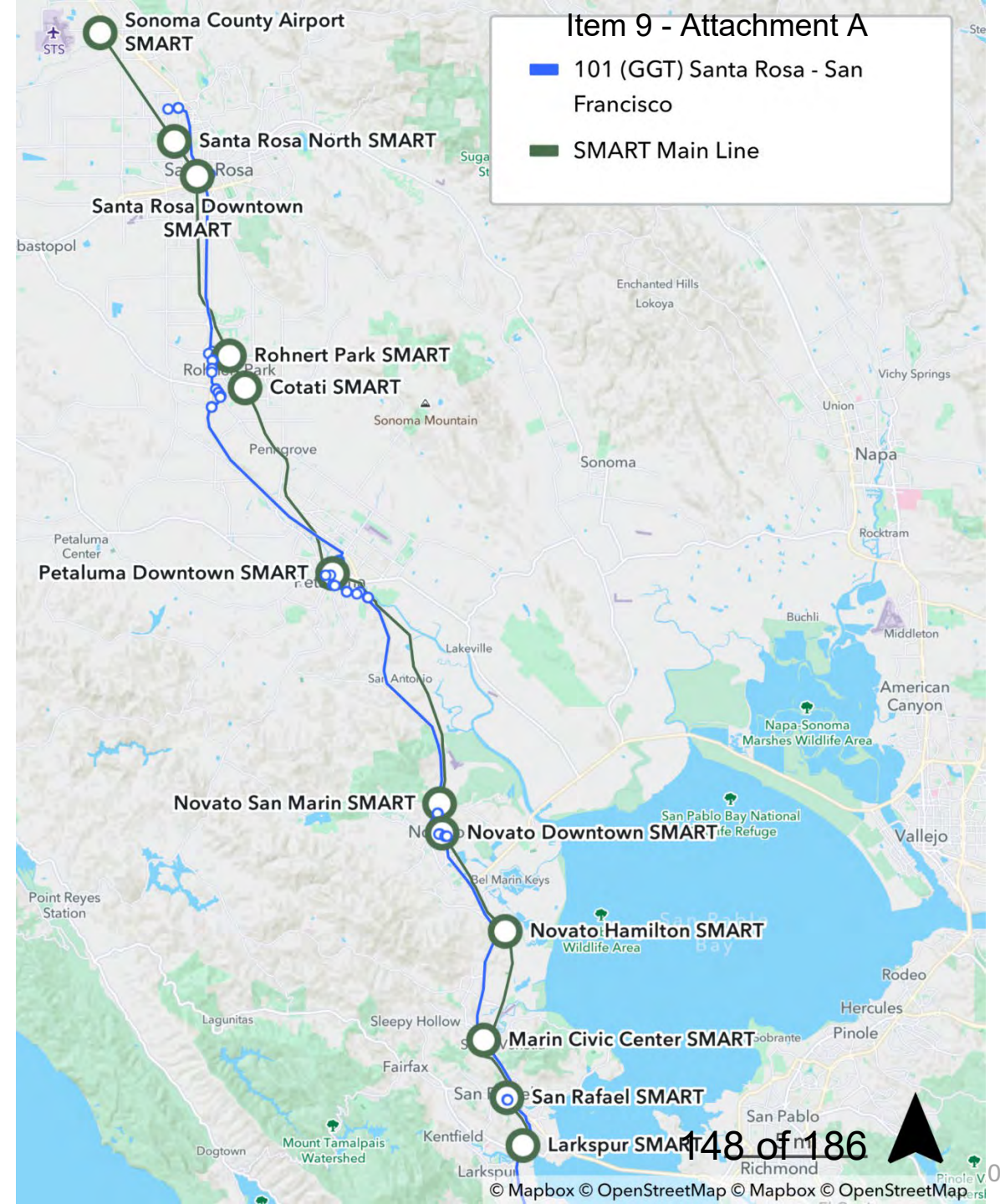
PHASE 3: Document Impacts of Alternatives

Deliverables: Financial Impacts, Draft and Final Reports

Key Existing Conditions Findings

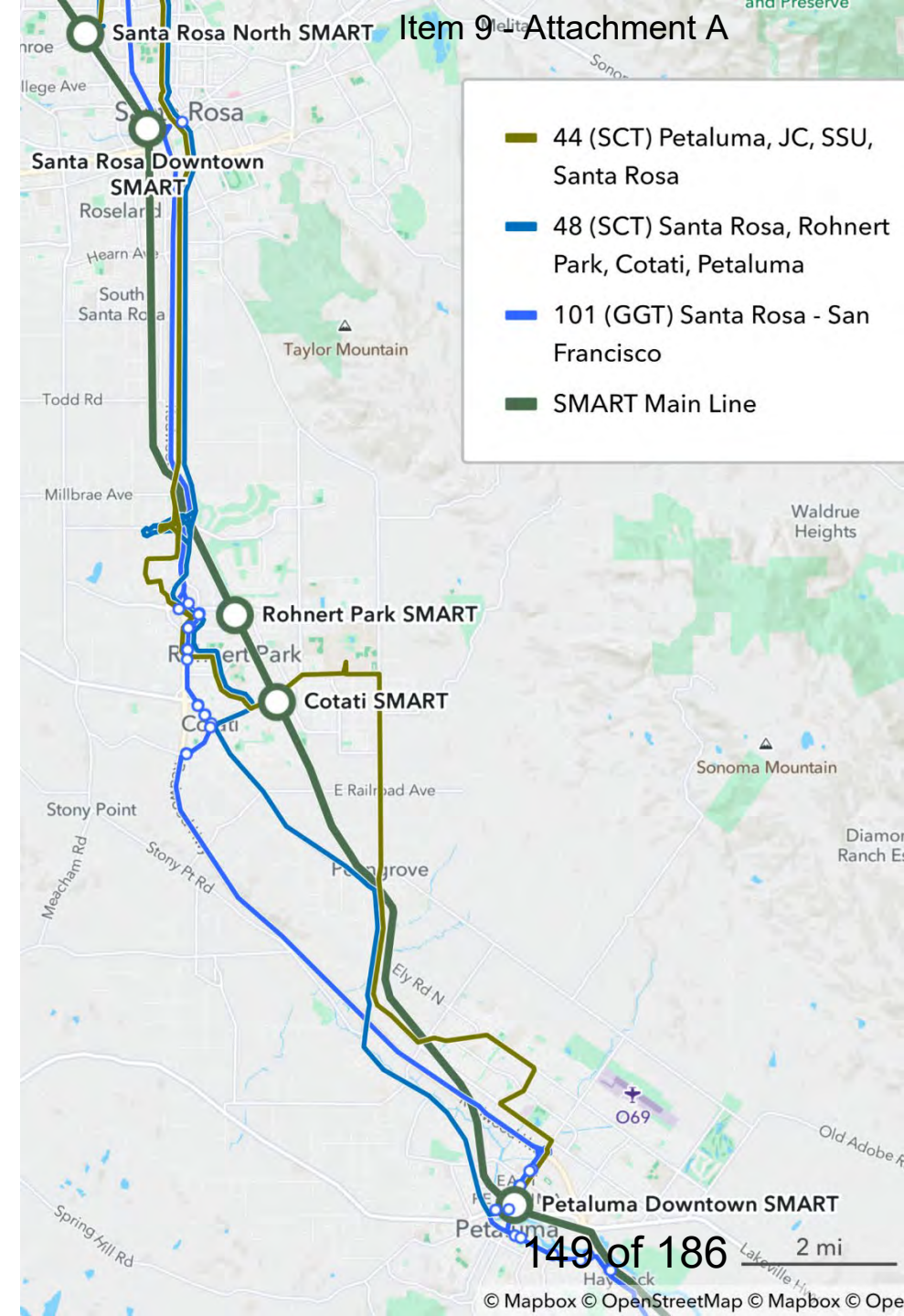
SMART Implementation has Changed Mobility between Marin and Sonoma Counties

- More people are using transit in the Highway 101 Corridor since SMART came into service
- SMART is faster, more reliable, and more frequent than the paralleling bus service during core hours of the day
- SMART carries a larger share of the travel market than paralleling GGT and Sonoma County Transit service
 - E.g. San Rafael to Santa Rosa trips (RT boardings estimate fall 2024)
 - Approx. SMART : 3,600; GGT 101: 680



Sonoma County & Sonoma to Marin Key Findings

- SMART, GGT, and Sonoma County Transit routes duplicate each other in 101 corridor, schedules are not coordinated, travel times and fares vary
- SMART has replaced GGT Route 101 as predominant rider choice for intra-Sonoma and Sonoma-Marin County trips – when it operates
- Local services are not designed to directly connect to SMART
- Commuter services to San Francisco are productive, but tweaks could improve productivity and rider experience



Ferries Carry the Majority of Riders between Marin County and San Francisco

- Ferries carry ~60% more riders than regional bus
- Sausalito Ferry: ~900 weekday riders
- Larkspur Ferry: ~2,400 weekday riders
- Tiburon Ferry: ~390 weekday riders
- Total Ferries: ~3,690 weekday riders
- All GGT buses on the GG Bridge carry ~2,300 weekday riders (<2/3 of all ferries)

There are significant differences in fare and frequency between ferries and buses depending on where you start from



GGT Service Effectiveness Across GG Bridge

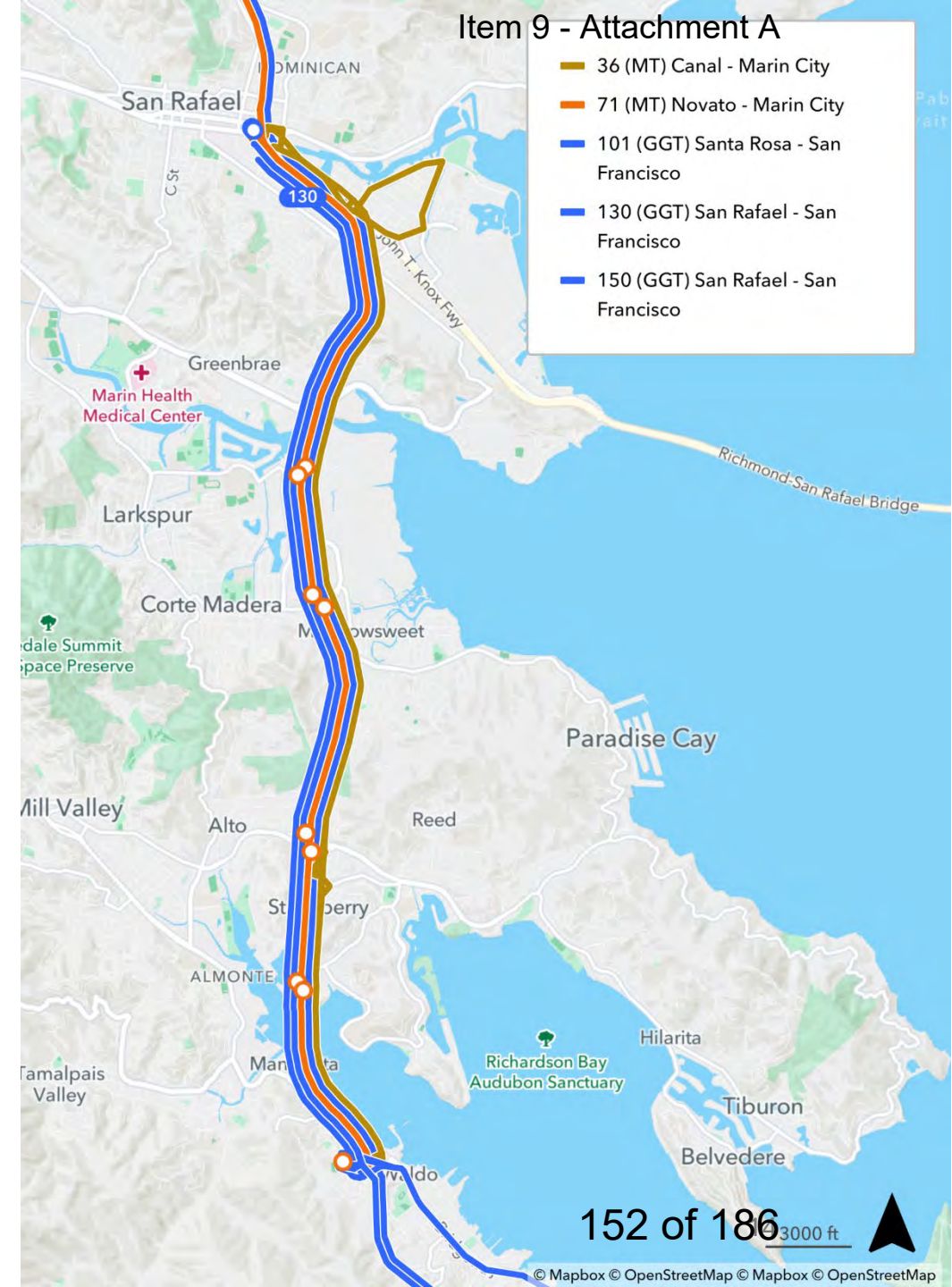
- For all GGT Routes other than 101 and 580X, more than a third of the ridership is not regional – it duplicates local service in Marin Co. or SF
- The average GGT 130 and 150 bus is less than 1/3 full crossing GG Bridge
- A significant portion of GGT's ridership derives from something other than its original mission – carrying people to/from San Francisco

| Percentage of Route Ridership | GGT Routes | | | | | | |
|-------------------------------|------------|------|------|------|------|------|------|
| | 101 | 114 | 130 | 132 | 150 | 154 | 172 |
| % SF-SF Ridership | 18% | 55% | 20% | 33% | 32% | 36% | 33% |
| % Sonoma-Sonoma Ridership | 11% | | | | | | 4% |
| % East Bay-East Bay Ridership | | | | | | | |
| % Marin-Marin Ridership | 12% | 4% | 33% | 11% | 21% | 3% | 0% |
| % Marin – SF Ridership | | 41% | 47% | 57% | 47% | 61% | |
| % Intercounty Ridership | 59% | | | | | | 63% |
| TOTAL | 100% | 100% | 100% | 100% | 100% | 100% | 100% |

Source: Fall 2023 (164 not available); updated 2024 data underway

Marin County Key Findings

- Highway 101 is overserved, there are too many all-day bus routes, each of which carries too few riders, too many options can create rider confusion.
 - Especially between San Rafael - Marin City
- Some schedule coordination is in place, but resources are still not optimally deployed to maximize rider benefit
- GGT 101's ridership between San Rafael and San Francisco is strong and demand could support more frequency
- Commute routes and ferries serve peak-directional demand to SF well



Next Steps

Anticipated MASCOTS Timeline:

PHASE 1: Understand Current Conditions

September – December 2024

PHASE 2: Develop Solutions to Address Opportunities

Deliverables: Initial Alternatives,
Refined Alternatives

PHASE 3: Document Impacts of Alternatives

Evaluation Process

- Develop Service Proposals
- Evaluate Proposals
- Discuss Proposals
- Refine Proposals

Engagement with Boards,
Public on proposals
anticipated in early 2025

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DATE: October 24, 2024

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Derek McGill, Director of Planning

SUBJECT: Update on Golden Gate Ferry Larkspur Service Expansion and Parking Study (Discussion), Agenda Item No. 10

RECOMMENDATION

This is a discussion item.

BACKGROUND

In 2019, the Golden Gate Bridge, Highway and Transportation District (GGBHTD) initiated the Larkspur Service Expansion and Parking Study (Study) to review ways to increase ferry ridership and reduce traffic congestion on Highway 101 in Marin and Sonoma counties and in the Larkspur Ferry Terminal area. The Study considers how the ferry terminal ground transportation area can accommodate increases in ridership with adequate parking, transit connectivity (bus and rail), and walking and bicycling, for overall reduction in traffic backup and congestion in the area.

When planning for the project began in 2019, ferry ridership had hit a maximum peak capacity and congestion on Highway 101 was worsening. Post-pandemic recovery has changed local and regional traffic patterns, and project planning is proceeding.

DISCUSSION/ANALYSIS

The purpose of the Larkspur Ferry Service Expansion and Parking Study is to analyze ways to increase ferry service across the San Francisco Bay to accommodate more ferry riders and alleviate congestion on Highway 101. Under current parameters, GGBHTD can provide up to forty-two (42) customer trips per day between Larkspur and San Francisco, and the Larkspur Ferry had been providing that level of service in 2019 and early 2020.

To add more ferry service and support greater demand, GGBHTD needs to complete an environmental review through the California Environmental Quality Act (CEQA) and have the GGBHTD Board adopt a new service plan. To increase ferry service, GGBHTD must also address customer access, including parking availability and management at the Larkspur Ferry Terminal (main and North/overflow lots). More information for the project is available at the following link: <https://www.goldengate.org/district/district-projects/larkspur-ferry-service-parking-expansion-study/>

On October 1, 2024, GGBHTD began a formal comment period on the scope of the environmental impact report for the project. A public scoping meeting was held on October 15th. The district staff and consultant team will provide an update to the TAM Board on the status of the project during the scoping process.

FISCAL CONSIDERATION

There are no fiscal impacts associated with this presentation.

NEXT STEPS

The formal comment period for the environmental scoping process ends on October 31st. TAM staff will continue to coordinate with GGBHTD as it advances project development. TAM will also continue to support the district's ferry ridership and travel demand forecasting through the use of the TAM Demand Model (TAMDM).

ATTACHMENTS

Attachment A – GGBHTD Presentation



Progress Update

Larkspur Ferry Service Expansion and Parking Study

October 24, 2024

Transportation Authority of Marin

Board of Commissioners Meeting
October 24, 2024





Agenda

1. Project Overview
2. Progress Updates
3. Schedule



1. Project Overview

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Project Overview and Background

Prior to the pandemic, Larkspur ferry service to San Francisco experienced continued growth, with full boats and parking at the Larkspur Ferry Terminal (LFT):

| | |
|--|---|
| Larkspur ferry ridership trends | 25% growth (2005-2019) |
| Larkspur ferry trips | - 40/day (42 in summer) - Maximum 42 trips/day (prior environmental clearance) |
| Main parking lot | - At capacity by 10 a.m. weekdays - Often at capacity by 9:30 or before; overflow lot also often at capacity |
| Customer arrival mode at LFT | 79% park at the terminal |



Project Overview – Scope

The study examines how the Larkspur Ferry Terminal can accommodate future increases in demand and reduce congestion on the U.S. Highway 101 corridor

- Forecasting future ferry service demand over 5-, 10- and 20-year horizons
- Developing and selecting a preferred Larkspur Ferry Terminal parking structure and landside access scenario to meet future demand
- Develop project consensus through stakeholder and community outreach
- Seek environmental clearance and develop preliminary parking structure design for ferry service and parking expansion, in preparation for future phases of project completion



2. Progress Updates

- A. Stakeholder Outreach
- B. Wake Wash Analysis
- C. Ferry Demand Forecast Findings
- D. Preliminary Parking Concepts
- E. Future Phases - Preliminary Design and Environmental



A. Stakeholder Outreach



Summary of Outreach

- Goal: Understand the needs, issues, drivers, and likely key questions and areas of concerns of the Study

Work Completed:

- 25 Stakeholder Interviews (2021)
- Community Open House (May 2024)
- Project website and FAQ (see below)
- Ferry Passenger Survey (Fall 2024)
- Project Scoping Meeting, October 15, 2024
 - Environmental Impact Report (EIR) Scoping Commenced 10/1/24
 - Public comments accepted 10/1-/31/24

Stakeholder Groups:

- Government and Elected Officials
- Environmental Organizations
- Commercial and Residential Property Owners
- Community-Based Organizations
- San Francisco and Regional Leaders
- Transportation Agencies and Transit Groups
- Business Leaders

Project website address: www.goldengate.org/district/district-projects/larkspur-ferry-service-parking-expansion-study/



What We Heard

Public Comment on the EIR Scope – currently being accepted, October 1-31, 2024

- Scoping Meeting held on October 15th at Drakes Landing Community Center

Community Open House May 15, 2024

- Ferry service schedule questions and concerns
- Pedestrian and bike access
- Congestion on Sir Francis Drake Boulevard
- Terminal and parking areas
- Restoration and protection of the tidal marshes
 - Impact on surrounding wetlands and habitats
- Potential for mixed-use housing for the site

Stakeholder Interviews (2021)

- Decrease of Ridership during COVID-19
- Transit Connectivity and demand
 - Synchronizing with other transit (SMART, Marin Transit)
- Environmental Impacts
- Impacts to Nearby Residents
 - Ferry wake
 - Visual impact of expanded parking



B. Wake Wash and Shoreline Erosion Analysis

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Overview – Ferry Wake Analysis

Objective

Assess ferry wake impacts in the vicinity of the Corte Madera Channel and Paradise Cay Yacht Harbor





Future Operations & Environmental Review

- October 2023 Board Action
 - Vote to move towards all high-speed fast ferry (catamaran) operations
 - Future fleet will consist solely of fast ferries
- Environmental Review
 - Baseline (current fleet): mix of fast ferry and Spaulding-class vessels
 - Future: fast ferry (catamaran) only



C. Ferry & Parking Demand Forecast Findings





Challenges and Assumptions

- **Covid**

- Work from home (WFH) impacts
 - Downtown SF office vacancy rose from <5% to approximately 30% in early 2023
- WFH rates in Marin County
 - Rose significantly from 11.4% pre-pandemic to 42% peak in the pandemic

- **Ridership Forecast Range**

Developed from three WFH Scenarios:

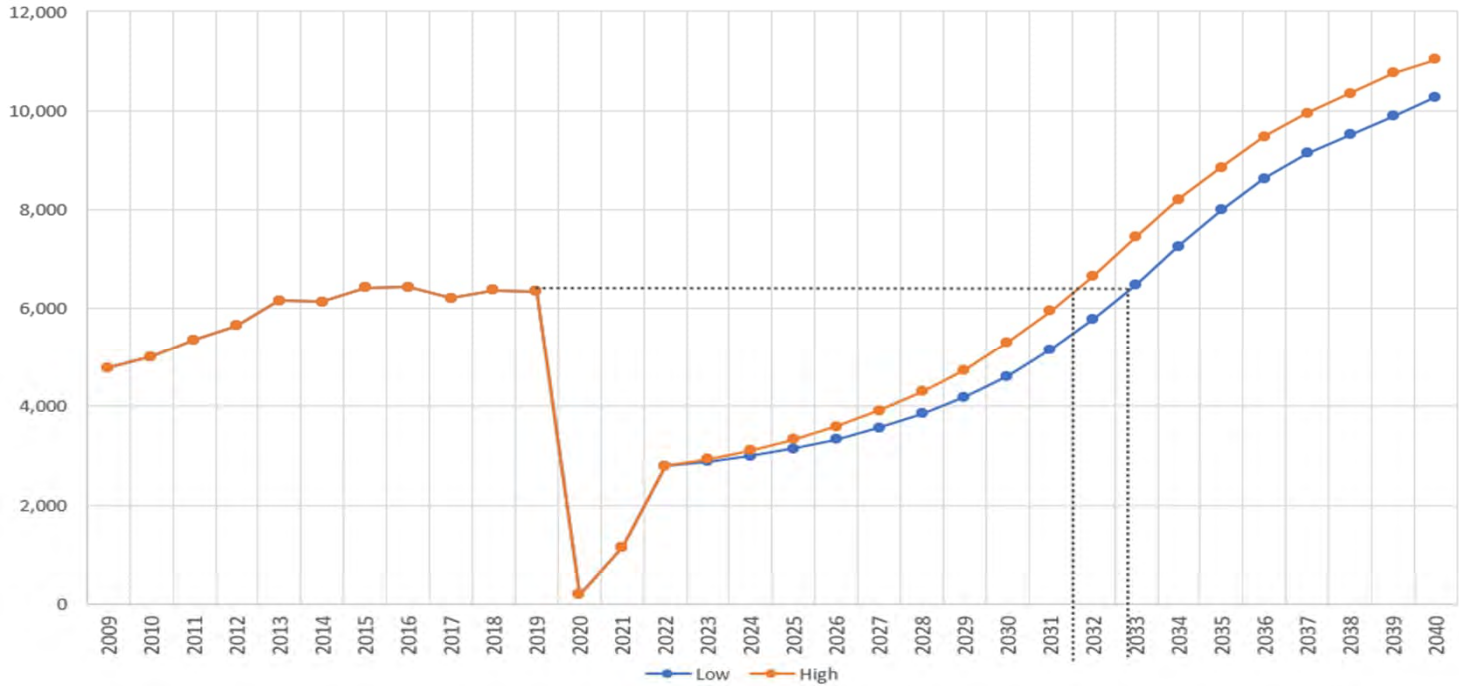
- Pre-COVID (high): 11.4% WFH
- Mid-point: 25% WFH
- Peak COVID (low): 42% WFH

- **20-Year Forecast – TAM Demand Model (TAMDM)**

- TAM allowed use and modification of their travel demand model to meet the specifics of the Larkspur Study



Larkspur Ferry Ridership Forecast



| | Existing (2019) | 5-Year (2025) | 10-Year (2030) | 20-Year (2040) |
|--|-----------------|---------------------------|---------------------------|-----------------------------|
| 85 th Percentile Daily Ridership | 6,348 | Low: 3,142 High: 3,326 | Low: 4,614 High: 5,307 | Low: 10,268 High: 11,031 |
| 85 th Percentile Southbound Ridership | 3,120 | Low: 1,645 High: 1,742 | Low: 2,416 High: 2,779 | Low: 5,377 High: 5,765 |



Conclusions and Recommendations

- Covid impacts (WFH and high office vacancy rates) on Larkspur Ferry Ridership would require a few more years to understand
- Continued, shifting ridership characteristics, increases in mid-day, weekend and non-work trips; higher mid-week work trips
- Increased U.S. Highway 101 congestion in the Marin/Sonoma corridor from intra-county suburb to suburb trips will benefit demand for the Larkspur Ferry
- District should monitor ferry ridership changes every 2 years and update future ridership for 2025 and 2030 based on actual ridership data
- Should market conditions change in downtown San Francisco, ferry ridership may return to 2019 levels sooner than forecast



D. Preliminary Parking & Landside Access Concepts

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Facility Design Considerations

- **Visual impacts**
- **Seismic stability**
- **Pedestrian access**
- **Demand management**
- **Multimodal and multi-use**
- **Bay and environmental impacts**
- **Displacement during construction**
- **Phased approach:** near/medium and long-term needs





Option 1 – Main Lot - Overview



- Pro
- Close to terminal
 - Architecture
 - Outside BCDC line
- Con
- Construction impact



Option 1 – Main Lot - Overview

VARIATIONS

Alternates of the same concept are possible and may include

- Elongated shape
- Single-level full floor plate.



Pro

- Close to terminal
- Architecture
- Outside BCDC line

Con

- Construction impact



Pro

- Close to terminal
- Semi invisible (views)
- Flexible phasing
- Low cost

Con

- Grazing BCDC line



Option 2 – Overflow Lot - Overview



Pro

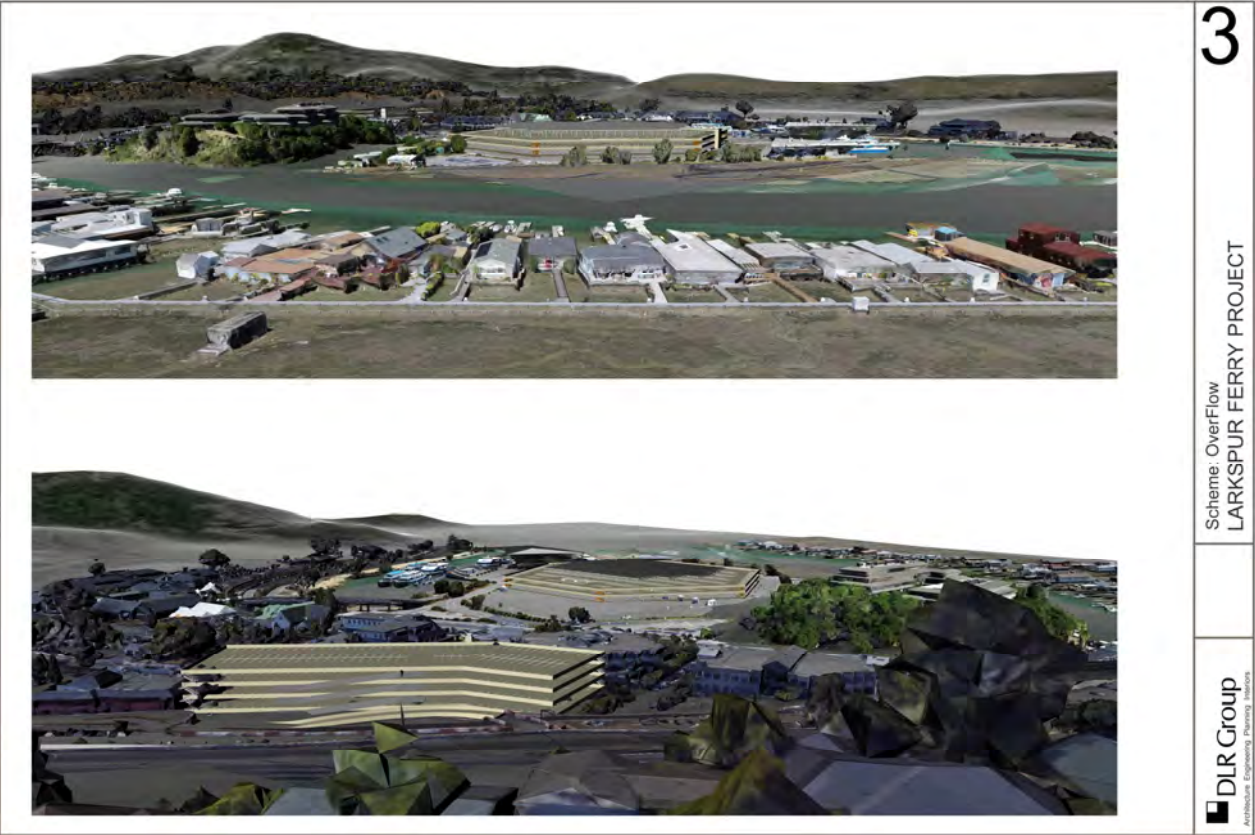
- Low visual impact
- Low construction impact
- Multi-modal

Con

- Limited capacity
- Walking distance



Main Lot Hexagon & Overflow - Views



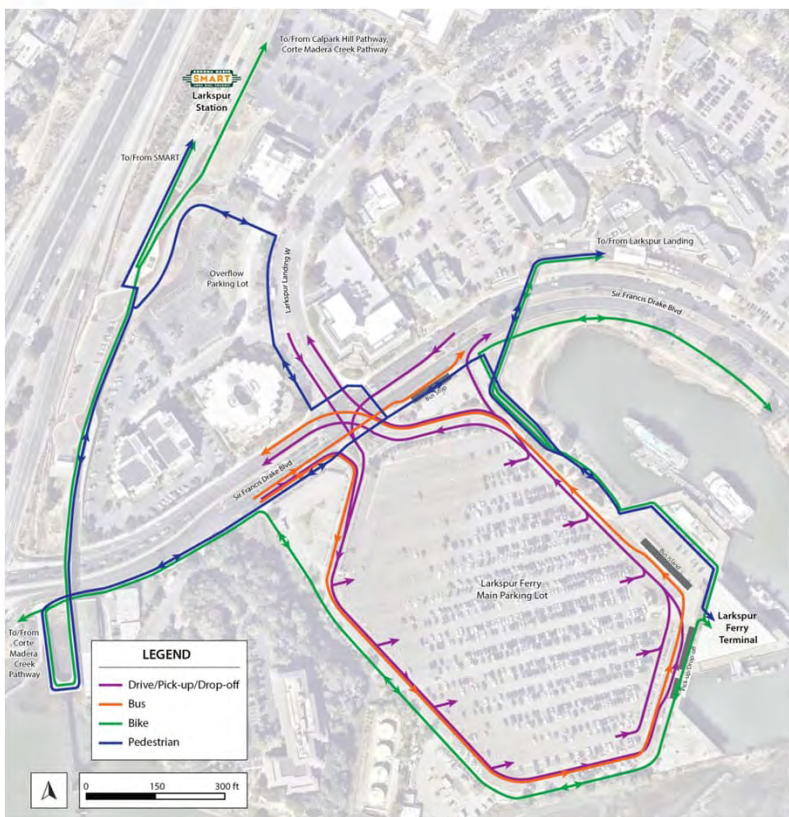
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Scheme: OverFlow
LARKSPUR FERRY PROJECT





Existing Landside Access for all Modes



Pedestrian

- Create safe and direct paths in the parking lot behind the Marin Transit bus stop and ADA parking lot.
- North lot access: add a crosswalk on Larkspur Landing Circle
- Streamline the pedestrian connection between the garage and the Terminal

Transit

- Extend existing bus island 200' by relocating motorcycle parking spaces to new garage

Bicycle

- Add 100 bike parking spaces in the Terminal to accommodate increased bike demand
- Convert existing bike racks to secured bike boxes



Key Issues and Evaluation Approach

Areas of Concern (stakeholders)

- Visual impacts
- Traffic
- Mode of travel

Evaluation criteria overview

- Sustainability & Climate Resiliency
- Mobility & Accessibility
- Community & Environment
- Cost

Project Area View: US 101 interchange and adjacent



Larkspur Ferry Service Expansion and Parking – Environmental Clearance and Preliminary Design Study



E. Future Phases

Preliminary Design and Environmental

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CEQA and Tiered Environmental Document Approach

- CEQA Process
 - Notice of Preparation – filed October 1, 2024
 - Initiates the environmental process
 - Public comment window – October 1-31, 2024
 - Scoping Meeting – October 15th
 - Technical studies
 - Evaluation and identification of the Preferred Alternative
- Environmental Strategy Approach – Tiered Document
 - Programmatic environmental document for long-term horizon
 - Project-level approval for immediate need (short-, medium- and long-term horizons)
 - Addressing cumulative impacts allows tiering on original document at later stages



Project Completion

- Environmental
 - Environmental Document and CEQA Findings
- Preliminary Design for Potential Expanded Parking Facilities
 - 30% Preliminary Landside and Parking Structure Design Study
 - Geotechnical and Seismic Studies
 - Engineers Estimate of Probable Cost
 - Memorandum: Constructability, Procurement and Operations
- Board Decision Point
 - After adoption of the Environmental Document
 - When and how to move forward with design and implementation

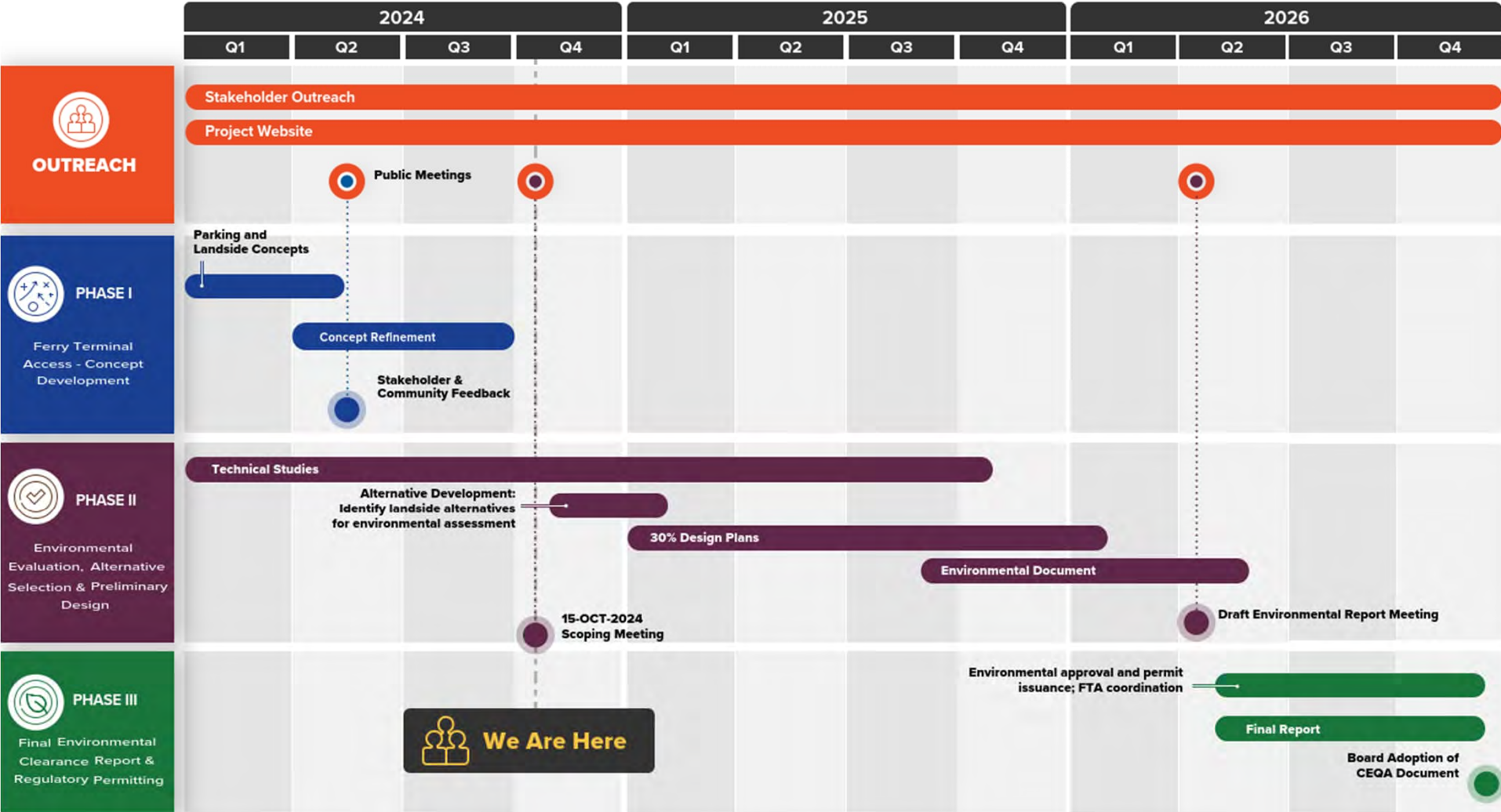


3. Schedule





Larkspur Ferry Service Expansion and Parking Study





Larkspur Ferry Service Expansion and Parking – Environmental Clearance and Preliminary Design Study

