

TRANSPORTATION AUTHORITY OF MARIN  
BOARD OF COMMISSIONERS MEETING

JUNE 23, 2016

7:00 P.M.

MARIN COUNTY CIVIC CENTER, ROOM 330  
3501 Civic Center Drive, San Rafael, California



900 Fifth Avenue  
Suite 100  
San Rafael  
California 94901

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**Belvedere**  
Sandra Donnell

**Corte Madera**  
Diane Furst

**Fairfax**  
John Reed

**Larkspur**  
Dan Hillmer

**Mill Valley**  
Stephanie Moulton-Peters

**Novato**  
Eric Lucan

**Ross**  
P. Beach Kuhl

**San Anselmo**  
Tom McInerney

**San Rafael**  
Gary Phillips

**Sausalito**  
Tom Theodores

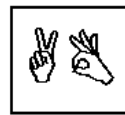
**Tiburon**  
Alice Fredericks

**County of Marin**  
Damon Connolly  
Katie Rice  
Kathrin Sears  
Steve Kinsey  
Judy Arnold

AGENDA

1. Chair's Report (Discussion)
  - a. Crossing Guard of the Year Presentation
2. Commissioner Matters not on the Agenda (Discussion)
3. Executive Director's Report (Discussion)
  - a. Richmond – San Rafael Bridge Third Lane & Multi-use Path Report
4. Commissioner Reports (Discussion)
  - a. MTC Report – Commissioner Kinsey
  - b. Marin Transit Report – Commissioner Sears
  - c. SMART – Vice-Chair Arnold
5. Public Hearing on the 2016 Measure A Transportation Sales Tax Strategic Plan Update
6. Public Hearing on the Adoption of the FY2016-17 Annual Budget
7. Open time for public expression, up to three minutes per speaker, on items not on the Board of Commissioners' Agenda. (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.)
8. CONSENT CALENDAR (Action) – **Attachment**
  - a. Approval of Meeting Minutes of May 19, 2016
  - b. Allocate Transportation Sales Tax (Measure A) Funds to Mill Valley for the Miller Avenue Rehabilitation Project

Agenda Continues on page 2



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 Denise Merleno, 415-226-0820 or email: dmerleno@tam.ca.gov **no later than 5 days** before the meeting date.

The Marin County Civic Center is served by several bus lines including Marin Transit Routes 45, 45K, 49, 233, and 259. Route 45 provides service to the Civic Center Hall of Justice Arch until 8:43 PM. In the evening, Golden Gate Transit provides service until 11:24 PM with routes 70 and 80 along Highway 101 from the San Pedro Road bus pads, which are about a half mile away. To access the San Pedro bus pad NB, walk south down San Pedro Rd and take the footpath to the NB 101 onramp where the bus stop is located. To access the SB pad, walk down San Pedro Rd and under the freeway, turn right on Merrydale and then take the footpath near the SB onramp to the bus pad. For arrival and departure times, call 511 or visit [www.marintransit.org](http://www.marintransit.org), or [www.goldengate.com](http://www.goldengate.com)

Agenda Continues from page 1

- c. Tam Junction Project – Approve Actions Necessary to Proceed to Construction
  - d. Approval of the 2016 Measure A Half-cent Transportation Sales Tax Compliance Audit Selection List
  - e. Allocate Measure A Transportation Sales Tax Funds and Measure B Vehicle Registration Fee Funds to Local Infrastructure Projects in Strategy 3.2 Transit and Element 1.1, Respectively
  - f. Adopt the 2016 Strategic Plan Update (SPU) of the Measure A Transportation Sales Tax Program
9. Exchange Funds between the Grand Avenue Bridge Project and the North Civic Center Drive Project (Action) - **Attachment**
  10. Allocate FY 16/17 Funds to Marin Transit (Action)
    - a. Allocate FY 16/17 Measure A Transportation Sales Tax Funds to Marin Transit - **Attachment**
    - b. Allocate FY 16/17 Measure B Vehicle Registration Fee Funds to Marin Transit - **Attachment**
  11. Plan Bay Area 2040 Revenue Update and Revised TAM Project List (Action) - **Attachment**
  12. TAM Request to MTC for Federal Funds (Action) - **Attachment**
  13. Review and Adoption of the Draft TAM FY16-17 Annual Budget (Action) - **Attachment**
  14. Caltrans Report (Discussion) - **Attachment**



**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
David Chan, Programming Manager

**SUBJECT:** Public Hearing on the 2016 Measure A Transportation Sales Tax Strategic Plan Update (SPU), Agenda Item 5

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## **RECOMMENDATION**

Recommend that the Board conduct a public hearing and receive public input on the draft 2016 Measure A Transportation Sales Tax Strategic Plan Update.

## **BACKGROUND**

The Measure A Transportation Sales Tax Expenditure Plan called for a Strategic Plan to provide a 20-year outlook on how local transportation sales will be allocated in the context of anticipated demands, timing, and other available revenues. The Strategic Plan was originally adopted in June 2006 with the anticipation that it would be substantially updated every two years. The Revenues and Expenditures Element of the Strategic Plan has been updated annually to ensure that funds are readily reported and adopted as available for the years needed and to prepare for debt issuance to accommodate project delivery.

Details of the 2016 Strategic Plan Update are contained in Item 8f of this TAM Board packet. The draft 2016 Strategic Plan Update has been reviewed by the TAM Executive Committee, Marin Public Works Association, Citizens Oversight Committee, and Marin Transit.

Per the Strategic Plan amendment policy, an amendment, including updates to the Strategic Plan, can be recommended as part of a regularly scheduled Board meeting. The update can be approved after allowing a minimum of 45 days for public comments, which began on May 19, 2016. A copy of the 2016 Strategic Plan Update was made available on TAM's website (<http://www.tam.ca.gov>) on May 24, 2016. July 3, 2016 officially signifies the end of the 45-day comment period.

As of June 16, 2016, when this memo was mailed out, no public comments were received by TAM. Staff will continue to receive and review comments until the close of the comment period. Staff is asking the TAM Board to review and adopt the 2016 Strategic Plan Update, scheduled for June 23, 2016, on the condition that no significant public comments will be received by July 3, 2016. Public comments received after the June 23<sup>rd</sup> Board meeting and before July 3<sup>rd</sup> that results in minor revisions and do not substantially alter the Strategic Plan will be incorporated in the final adopted 2016 Strategic Plan Update. Any major comments will necessitate the Strategic Plan Update be returned to the TAM Board for additional approvals.

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**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
Li Zhang, Chief Financial Officer

**SUBJECT:** Public Hearing on the Adoption of the FY2016-17 Annual Budget, Agenda Item 6

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### **RECOMMENDATION**

The Board conducts a public hearing and receives public input on the draft FY2016-17 Annual Budget.

Pursuant to Article VI, Section 106.1 of the TAM Administrative Code, no later than its June meeting of each year, the TAM Board shall adopt the annual budget for the following fiscal year. A minimum thirty-day public comment period and a public hearing are also required as part of the budget development process. The TAM Board adopted the recommended FY2016-17 revenue levels for both Measure A, the Half-cent Transportation Sales Tax, and, Measure B, the \$10 Vehicle Registration Fee, and the budget development schedule at its March 24 meeting. The draft FY2016-17 Annual Budget was reviewed and released by the TAM Board for its required 30-day public comment period at its May 19 meeting. The draft FY2016-17 Annual Budget has been reviewed by the TAM Finance and Policy Executive Committee and Citizens' Oversight Committee. It's also scheduled to be reviewed by the Marin Managers Association at its June 23 meeting.

Details of the Draft FY2016-17 Annual Budget are presented under Item 13 of the TAM Board packet.

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MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
TAM

MAY 19, 2016  
7:00 PM

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



**MEETING MINUTES**

Members Present: Stephanie Moulton-Peters, City of Mill Valley, TAM Chair  
Judy Arnold, Marin County Board of Supervisors, TAM Vice Chair  
Alice Fredericks, Tiburon Town Council  
Diane Furst, Corte Madera Town Council  
Eric Lucan, Novato City Council  
Gary Phillips, San Rafael City Council  
Herb Weiner, Sausalito City Council (Alternate)  
James Campbell, Belvedere City Council (Alternate)  
John Reed, Fairfax Town Council  
Kevin Haroff, Larkspur City Council (Alternate)  
P. Beach Kuhl, Ross Town Council  
Steve Kinsey, Marin County Board of Supervisors  
Tom McInerney, San Anselmo Town Council

Members Absent: Damon Connolly, Marin County Board of Supervisors  
Sandra Donnell, Belvedere City Council  
Katie Rice, Marin County Board of Supervisors  
Dan Hillmer, Larkspur City Council  
Kathrin Sears, Marin County Board of Supervisors  
Thomas Theodores, Sausalito City Council

Staff Members Present: Dianne Steinhauser, Executive Director  
Bill Whitney, Principal Project Delivery Manager  
Dan Cherrier, Principal Project Delivery Manager  
David Chan, Manager of Programming & Legislation  
Derek McGill, Planning Manager  
Li Zhang, Chief Financial Officer  
Molly Graham, Public Outreach Coordinator  
Nick Nguyen, Principal Project Delivery Manager  
Scott McDonald, Senior Transportation Planner

Chair Moulton-Peters called the meeting to order at 7:05 p.m.

**1. Chair's Report (Discussion)**

Chair Moulton-Peters indicated she had nothing to report.

## 2. Commissioner Matters not on the Agenda (Discussion)

No reports given.

## 3. Executive Director's Report (Discussion)

Executive Director (ED) Steinhauser noted that Commissioner Kinsey's term was up for renewal, and she administered the Oath of Office to him. She highlighted items included in her report, including a workshop held on May 6<sup>th</sup> in Point Reyes regarding the future of Highway 1; the high HOV violation rate reported Bay area wide; future policies for managed lanes and the work of TAM to consider managed Lanes on Highway 101; a recent report from the California Grand Jury regarding website quality and transparency and a follow-up report for TAM's website; staff's efforts to revise and launch a new website hopefully in July; TAM's participation via an energizer station for Bike to Work Day on May 12<sup>th</sup>; and the upcoming official ceremony for the opening of the Central Marin Ferry Connector project scheduled for May 20.

ED Steinhauser also discussed the OBAG2 (One Bay Area Grant) cycle of projects; the groundbreaking for the Marin Sonoma Narrows B3 Phase 2 (San Antonio Creek) project on July 6<sup>th</sup> and overall MSN project phasing/funding; needed improvements associated with placement of SMART (Sonoma Marin Area Rail Transit) stations; the state of California's efforts to develop a statewide bike/ped plan; and a federal earmark which will be redirected from a proposed Port Sonoma project to other projects yet to be decided upon by Caltrans and the Federal Highway Administration, no later than August 1st. She finalized her comments by announcing that additional federal funding (approximately \$72 million) will be coming to the region under the FAST (Fixing America's Surface Transportation) Act and that she would update the Board regarding the likelihood of Marin receiving a portion of that funding, which the CMA's were pushing for.

Vice Chair Arnold asked if there was an update on the San Antonio bike path bridge project. ED Steinhauser deferred to Project Manager Nick Nguyen, who stated that TAM is coordinating with staff from the County of Marin, who is overseeing this project, to schedule a second workshop in September with the residents in that community

Commissioner Phillips commented on a joint meeting, yet to be scheduled, between San Rafael, MTC (Metropolitan Transportation Commission), Golden Gate bridge representatives, SMART representatives, and some County Supervisors to discuss how the Port Sonoma earmark should be allocated. Commissioner Kinsey indicated he would be one of the Supervisors who would be participating.

Commissioner Kinsey complimented staff on the revised style of the Executive Director's report, noting it is well laid out and includes some illustrations and photos.

Commissioner Haroff echoed Commissioner Kinsey's comments. He asked for clarification regarding the funds earmarked for Port Sonoma, and whether legal constraints as to how those funds may be allocated. ED Steinhauser discussed the limitations and requirements for use of those funds referencing the guidance published by the FHWA in January- noting there is no specific prohibition in reassigning the earmark. She stated that a common knowledge policy exists whereby the funding usually remains in the corridor in which it was originally assigned if additional funding is required, although in this particular instance, the project was never started. She added that there is debate whether the funding should remain in the mode originally assigned but FHWA, as of now is being flexible in this regard. She also cautioned that if agreement can't be reached among the agencies, it is possible that MTC could decide to move the funds to another county given the very strong need for funding elsewhere.



Commissioner Kinsey pointed out there is a specific set of guidelines that needs to be followed in allocating the funds.

a. Richmond – San Rafael Bridge Third Lane & Multi-use Path Report

ED Steinhauser summarized a discussion among the Executive Committee regarding improvements needed for the approaches to the bridge from the Marin side and efforts to include those improvements as part of the overall project, but she noted that the application for funds from the Bay Area Toll Authority was rejected. She also discussed efforts to fund improvements to the Hwy 101 off-ramp to Bellam through Caltrans, but they indicated they had no funds either. She commented on the strong need by TAM to find other fund sources.

ED Steinhauser concluded with a brief update on the status of the bridge project and the expected timeline.

There was no public comment on the Executive Director report.

**4. Commissioner Reports (Discussion)**

a. MTC Report

Commissioner Kinsey reported on MTC's recent move to 375 Beale Street in San Francisco, together with ABAG (the Association of Bay Area Governments) and the Air District, the potential merger between MTC and ABAG as well as the timeline for the final decision on the subject. He finalized his comments by discussing, AB 2292 which addresses the definition of a "disadvantaged community" that will exclude any Marin County areas thus making them ineligible for certain fund sources. He encouraged the TAM Board to consider taking a position on this particular bill.

b. Marin Transit Report

Since Commissioner Sears was not present, no report was given on Marin Transit.

c. SMART

Vice Chair Arnold highlighted information in the SMART General Manager's report: a recent field trip to see Miramonte - the 53 acres bought by SMART and returned to wetlands as an environmental mitigation, platform shelter structures, parking, disaster training for the San Rafael Fire Department, SWAT training, and community education on rail safety. She noted that the next SMART Board meeting will include a decision on the fare structure.

Commissioner Phillips commented on the extensive outreach to the public in Marin and the schedule being followed to ensure that everyone gets the needed information, both in Marin and Sonoma.

**5. Open Time for Public Expression**

No speakers came forward.

**6. CONSENT CALENDAR (Action)**

- a. Approval of Meeting Minutes of April 28, 2016
- b. Review and Release the Draft TAM FY 16-17 Annual Budget for Public Comment
- c. Open a 45-Day Public Comment Period for the 2016 Strategic Plan Update (SPU) of the Measure A Transportation Sales Tax Program
- d. Award Contract and Initial Task Order for On-Call Countywide Travel Demand Forecast Modeling

Vice Chair Arnold moved to approve the Consent Calendar. Commissioner Fredericks seconded the motion, which carried unanimously.

**7. Update on Governor's Budget (Discussion)**

Gus Khouri of Khouri Consulting presented the staff report, discussing the revenue projections (which were higher than expected), the budget elements and expenditures, which he acknowledged were not much different than the draft budget. He also reviewed the matrix he had developed comparing the Governor's budget with the transportation funding alternatives proposed by the Senate and the House, noting that once again they are relying on a gas tax increase, a vehicle registration increase and cap-and-trade revenues. He expressed some concern with long-term funding issues for transportation programs and the need for predictable, stable revenue sources; and he mentioned the road user fee or a tiered vehicle registration fee structure as possible options.

Mr. Khouri briefly commented on differences between the two parties and areas in which they might come to agreement on how to fund transportation needs. He also expressed concern that self-help counties like Marin are being disrespected by the policies and restrictions that accompany some state allocations. He indicated he had more information on the different budget proposals should any of the Board need it. He noted there has been no new transportation legislation proposed or changed since last month's meeting, except for some that are pending further review for financial impacts before being voted on.

Mr. Khouri concluded with a summary of what has qualified for the November ballot thus far.

ED Steinhauser reported being part of a recent public workshop held by Senator Mike McGuire with Assemblymember Bill Dodd and Supervisor David Rabbitt regarding the need for a long-term solution for transportation funding, noting that about 200 people attended. She also discussed a possible 5-cent gas tax increase that MTC has authority to put on the ballot for the Bay Area counties, which would be approved/disapproved by each county's voters. She noted that Marin County has always polled supportive of the concept. She pointed out as well that all the proceeds would go toward local streets and roads needs.

**8. Measure B, Vehicle Registration Fee, Fiscal Year Alternative Fuel Program Update and FY16-17 Program Adoption (Action)**

ED Steinhauser introduced this item that recommended the TAM Board receive update of the current fiscal year Alternative Fuel Program update, and move to adopt the FY 16-17 Alternative Fuel Program. She began with a summary of the programs under Measure B administered by TAM, and she noted that Project Delivery Manager Nick Nguyen would present the report tonight reviewing the Alternative Fuels Program.

Mr. Nguyen discussed the goals of the Alternative Fuels Program, activities and budget from the FY 2015-16 program, and the proposed activities and budget for FY 2016-17.

Vice Chair Arnold asked which employers TAM will help to get charging stations installed. Mr. Nguyen noted that Marin Clean Energy applied for five grants, the Marin County Office of Education applied for four, Kentfield School District applied for one, and the Bolinas School District applied for one.

Commissioner Campbell asked about outreach and education, which Mr. Nguyen discussed, noting that TAM partners with the Golden Gate EV Association and Charge Across Town who manage outreach events, providing data such as event attendance and the number of people who realized the benefits of EVs after attending an event. These data enables staff to gauge the success of the program.

Commissioner Phillips questioned the recommendation for SMART Station EV Charging Infrastructure for the coming year – which stations would be included and how to sign up for it. Mr. Nguyen indicated San Rafael should contact TAM. ED Steinhauser clarified that there needs to be coordination with SMART regarding which stations; because parking is an issue for some of the stations, it could be difficult also to designate some spaces for EV parking only.

Commissioner Lucan asked whether the Buck Institute was one of the companies being considered for charging stations, given the number of employees who drive electric cars with no chargers there yet. Mr. Nguyen explained that, currently, the focus is on public agencies only, but may be expanded in future years to the private sector.

Commissioner Kinsey if there was any carryover of funds from year to year and if there are any reserve funds. Mr. Nguyen clarified the budget for this program is a zero-based one whereby the funding is programmed after the activity goals are set for each year and there is no carryover. Commissioner Kinsey added that there is much interest in EV infrastructure, and he would like to see outreach/education increased, as well as bringing TAM's website more current regarding what TAM is working on in this area. Mr. Nguyen confirmed that would be included with the updates that are planned for the website.

ED Steinhauser noted that TAM is always open and willing to partner with other public entities in areas like this, especially with educational agencies. She mentioned as well that bringing opportunities to Marin in biofuels and/or electric buses could be areas to explore in the future. She also reminded the Board of the Electric Vehicle Advisory Working Group that keeps TAM current on the issues.

Commissioner Kinsey said he thought SMART should handle the EV infrastructure in their station parking areas, rather than expecting TAM to do so. He pointed out the upcoming Marin Home & Garden Expo is including information and test drives of electric cars; it would have been good to reference it on TAM's website.

Commissioner Reed agreed that collaboration with other agencies was a good way to share information on the latest technologies and research, such as biofuel or biodiesel. He thought that outreach to nonprofit groups might be good as well. He cautioned, however, that one difficulty with the quick-charge EV units is how to encourage drivers to move their cars when charged so someone else can use the charger; that would be especially true for units in SMART station lots.

Commissioner Haroff said he was glad to hear of TAM's work with Marin Clean Energy. Mr. Nguyen said TAM is happy to help with grants, and encouraged board members to share this information. He also thanked the Board of Supervisors for promoting the EV grants in their newsletters as well.

Chair Moulton-Peters expressed that additional outreach and education is always good. She noted that she received an invitation to an electric vehicle house party from Cool the Earth last month, which included a speaker and a lot of information. She pointed out that events like Earth Day would be other opportunities for publicity.

Commissioner Kinsey moved to adopt the Alternative Fuel Program activities and budget for FY2016-17, modifying the staff recommendation to reduce, by \$10,000, the proposed budget for fleet incentives to \$15,000 and increase, by that \$10,000, the education/outreach component to \$35,000. Commissioner Arnold seconded the motion.

ED Steinhauser said she would rather make all the budget amounts flexible, with quarterly updates provided to the Board and adjustments made as needed. Commissioner Kinsey and Commission Arnold were agreeable to the change.

Commissioner Lucan supported the flexibility of moving the funding and given the number of vehicles (700) applying for an EV rebate, he would like to see more money allocated to adding infrastructure if there are any leftover funds to help the growing number of EVs that will need it.

The motion was unanimously approved.

## **9. Travel Monitoring and Reporting Update (Discussion)**

ED Steinhauser introduced the item, TAM's plans for travel counts, especially considering upcoming potential changes to the traffic flows with the completion of several projects.

Planning Manager Derek McGill presented the staff report, discussing past processes used, steps to develop new processes utilizing new more cost effective technologies, proposed changes such as using 24-hour counts not just peak period data, extension of bike/ped count locations, comparison of weekday to weekend volumes, improved ramp monitoring countywide, zone-based origin/destination counts, and mapping tool software, cost comparisons, and occupancy data.

Commissioner Campbell asked about data collected by Caltrans and whether it can be re-worked to compute travel times also. Mr. McGill said that data is collected by sensors embedded in the roadway and that it is only one of the tools that is used to compute travel time. Commissioner Campbell asked whether the data is used to predict travel times to various destinations, and Mr. McGill said it provides some data for that function. He confirmed that the Caltrans data is available for free online.

Commissioner Haroff asked about traffic monitoring on Sir Francis Drake Blvd. between College Avenue and Wolf Grade and whether they are used to estimate counts for the entire corridor. Mr. McGill stated that it is meant for those segments only and does not assume the same for the entire corridor. He also questioned whether counts are being made for the roadway rehabilitation project and if information is shared between the two agencies (TAM and the County). Mr. McGill stated counts are being done for the rehabilitation project and that the agencies involved are sharing the information generated.

Commissioner Haroff asked if bike use is also being tracked for the Sir Francis Drake corridor; Mr. McGill said it could be added.

ED Steinhauser expressed that improved technology has enabled greater data collection and analysis with greater precision for less money; she added that it will continue to improve and be useful to many of TAM's projects and programs.

Chair Moulton-Peters asked whether the data collection is done throughout the year or just at one particular time point each year. ED Steinhauser explained that they try to gather information during peak seasons – usually between the autumn months and the winter holiday, so summer counts are less likely. Mr. McGill added that the counts are

usually done every two years in October unless there is a project-specific need. ED Steinhauser noted that at this point there is no monthly or weekly counts but if software improves to the point of being cost-effective, it might be possible.

Commissioner Reed pointed out that the Sir Francis Drake corridor is the route least used by bicyclists, so to get accurate data may involve several counts along parallel routes.

#### **10. Review and Comment on TAM Goals and Accomplishments (Discussion)**

ED Steinhauser presented the staff report, reviewing TAM's Mission statement, its enabling legislation which creates both the Congestion Management Agency functions and the Transportation Sales Tax Authority functions, TAM's FY2015 project, planning, financial, programming and funding accomplishments, along with a preview of what's coming up in 2016, as well as unique TAM initiatives.

Commissioner Kinsey thanked staff for all their work during the last year, and he expressed appreciation for the helpful format of the report.

#### **11. Caltrans Report (Discussion)**

Chair Moulton-Peters asked, and ED Steinhauser confirmed there was nothing she needed to highlight in the Caltrans Report.

The meeting was adjourned at 9:15 p.m.

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**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
David Chan, Programming Manager

**SUBJECT:** Allocate Transportation Sales Tax (Measure A) Funds to Mill Valley for the Miller Avenue Rehabilitation Project (Action), Agenda Item No. 8b

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## **RECOMMENDATION**

The TAM Board approves the allocation of \$3,250,000 in Measure A funds to Mill Valley for the Miller Avenue Rehabilitation Project to complete construction and amend the Measure A Strategic Plan to accommodate this allocation.

## **BACKGROUND**

The Measure A Expenditure Plan provides funds for major roads and related infrastructure under Strategy 3, Sub-strategy 3.1. Projects funded under this strategy are described as those Marin roads most heavily traveled, and include these significant roads and their related infrastructure. A list of eligible roads was adopted with the Measure A Expenditure Plan.

The Expenditure Plan assigned the responsibility for establishing priorities for Sub-strategy 3.1 funding to the Marin Public Works Directors in collaboration with the Technical Advisory Committee (TAC) based on criteria such as condition of roadway, average daily traffic, transit frequency, bicycle and pedestrian activity, school access, accident history, matching funds opportunity, and geographic equity. Based on a thorough process of evaluation over many months, the Marin Public Works Association and TAC selected Mill Valley's Miller Avenue as the priority segment for improvement in the Southern Marin planning area. There were several additional roadways evaluated in the Southern Marin Planning Area that were included in the Sales Tax Expenditure Plan, that were a lower priority after Miller Avenue.

## **CURRENT PROJECT ALLOCATION REQUEST**

In March 2016, the Mill Valley's City Council approved the final plans and authorized advertising the project for construction bids. The overall project consists of a small federally-funded project, and the main Streetscape project. The main project was bid with additive alternatives to allow flexibility in awarding the project based on the available funding. On April 21, 2016, bids were opened for both projects.

The lowest bid for the smaller federal project was approximately 8% over the engineer's estimate, while the lowest bid for the larger Base Bid plus Alternates for the remaining work was approximately 11% higher than the engineer's estimate. While both bids were higher than expected, the scope of the approved project (Engineer's Estimate) also exceeded the identified funding.

Mill Valley is requesting \$3.25 million in Measure A funds to cover the cost difference between the lowest bids and the current funds available in order for Mill Valley to enter into contract for the construction phase. There is available funding under Measure A that had been set aside for the second priority project, east Blithedale, also in Mill Valley.

Mill Valley has also identified approximately \$5.7 million in other funds for the construction phase. The entire project costs approximately \$18.3 million. Cost and funding information is detailed in the Allocation Request form (Attachment A).

Mill Valley representatives will be in attendance at this Executive Committee meeting to provide an overview of project and address questions regarding the funding request

### **PRIOR ALLOCATIONS**

- In November 2006, TAM allocated \$250,000 in Measure A funds to Mill Valley to commence the conceptual engineering and environmental phases of the Miller Avenue Rehabilitation project.
- In March 2010, TAM allocated \$550,000 in Measure A funds to develop the Miller Avenue Streetscape Plan and environmental review.
- In May 2015, TAM allocated \$1,400,000 in Measure A funds to complete final design.
- In March 2016, TAM allocated \$4,800,000 in Measure A funds and \$1,211,798 in State Local Partnership Program (SLPP) funds for a total of \$6,011,798 to Mill Valley for the Miller Avenue Rehabilitation Project to complete construction.

### **REMAINING FUNDS AVAILABLE**

The Measure A Strategic Plan programmed approximately \$12.2 million to the Southern Planning Area where the Miller Avenue Rehabilitation Project resides. Of the \$12.2 million, \$7 million was tentatively programmed to the Miller Avenue Rehabilitation Project. Any unused funds (approximately \$5.2 million projected) will be programmed to the second prioritized project in the Southern Planning Area. The second prioritized project in the Southern Planning Area is Mill Valley's East Blithedale Avenue from Sunnyside Avenue to Tiburon Boulevard. Attachment C provides a breakdown of the total funds available for each planning areas and the current remaining amounts.

### **STRATEGIC PLAN AMENDMENT**

The Measure A Strategic Plan would need to be amended to program \$3.25 million of the remaining \$5.2 million in the Southern Planning Area to the Miller Avenue Rehabilitation Project, leaving slightly less than \$2 million for the second prioritized project if Mill Valley does not request additional Measure A funds for the Miller Avenue Rehabilitation Project after this allocation request is approved.

### **TECHNICAL ADVISORY COMMITTEE (TAC)**

The TAC convened on May 19, 2016 to hear Mill Valley discuss this project. After asking questions of Scott Schneider, Project Manager, the TAC passed a motion of support to recommend the allocation as requested.



## **EXECUTIVE COMMITTEE**

On June 13, 2016, the Programming and Projects Executive Committee reviewed the request and unanimously supported Mill Valley's funding request for \$3.25 million in Measure A funds.

## **NEXT STEPS**

If approved by the TAM Board, an amendment to the existing funding agreement will be issued to Mill Valley to add \$3.25 million in Measure A funds for construction. The Measure A Strategic Plan will be amended to include the additional \$3.25 million for Miller Avenue.

## **ATTACHMENTS:**

- Attachment A – Mill Valley Allocation Request Form
- Attachment B – Project Map
- Attachment C – Major Roads Ranking and Remaining Funds

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**ALLOCATION REQUEST FORM****Fiscal Year of Allocation:** 2015/2016**Expenditure Plan:** Major Roads and Infrastructure**Project Name:** Miller Avenue Streetscape Plan**Implementing Agency:** City of Mill Valley

**Project Description:** Miller Avenue Streetscape Plan will rehabilitate Mill Valley's major entry roadway, enhancing the City's sole truck route and major bus route, create a continuous Class II bicycle lane and improve pedestrian access on sidewalks and crosswalks. Since 2007, the City has held numerous public meetings and community workshops to receive input and refine the project scope, and how to address issues such as traffic, parking, bicycle and pedestrian access, landscaping, lighting, and other streetscape elements. In July 2011, the City Council approved the Miller Avenue Streetscape Plan and authorized a contract with a design consultant to generate the 30% design plans. In October 2014, the City Council reviewed the 30% design plans and approved moving forward with final design and construction. In October 2015, the City Council reviewed the 60% design plans and approved the CEQA Mitigated Negative Declaration. In March, 2016, the City Council approved the final plans and authorized advertising the project for construction bids. The overall project consists of a small federally-funded project, and the main Streetscape project. The main project was bid with additive alternatives to allow flexibility in awarding the project based on the available funding. On April 21, 2016, bids were opened for both projects, with the following results.

**Miller Avenue Streetscape Project:**

<b>Bidder</b>	<b>Engineer's Estimate</b>	<b>Maggiora &amp; Ghilotti, Inc.</b>	<b>Ghilotti Bros., Inc.</b>	<b>Ghilotti Construction Company, Inc.</b>
Base Bid	\$10,000,000	\$10,767,799	\$11,753,695	\$13,876,927
Add. Alt. 1	\$500,000	\$443,730	\$331,925	\$388,575
Add. Alt 2	\$400,000	\$827,360	\$780,720	\$519,767
Add. Alt 3	\$600,000	\$708,825	\$650,074	\$557,710
<b>TOTAL</b>	<b>\$11,500,000</b>	<b>\$12,747,714</b>	<b>\$13,516,378</b>	<b>\$15,342,979</b>

**Passage Sidewalk Gap Closure and Bicycle Lanes (Federal project):**

<b>Bidder</b>	<b>Base Bid</b>
Engineer's Estimate	\$395,000
Maggiora & Ghilotti, Inc., San Rafael, CA	\$426,426
Ghilotti Bros., Inc, San Rafael, CA	\$477,777
Ghilotti Construction Co, Inc., Santa Rosa, CA	\$544,925
CF Contracting, San Francisco, CA	\$553,428

The lowest responsive and responsible bids for both projects were from Maggiora & Ghilotti of San Rafael, CA. The lowest bid for the smaller federal project was approximately 8% over the engineer's estimate, while the lowest bid for the larger Base Bid plus Alternates for the remaining work was approximately 11% higher the engineer's estimate. Staff and the design engineer communicated with

Contractors to inquire about the higher than anticipated prices. We learned that there were a number of other high profile bids during the same bidding period in the north and east San Francisco Bay area, which reduced the amount of interested bidders and contributed to the increased prices.

While both bids were higher than expected, the scope of the approved project (Engineer's Estimate) also exceeded the identified funding. The overall funding package of approximately \$14 million is not sufficient to cover the project, thus, additional funds are required to construct the improvements.

**Previous Measure A Allocated Amounts:** \$250,000 in 2006/2007 for Environmental and Project Development, and \$550,000 in 2009/2010 for Preliminary Engineering and Environmental Phase, for a total of \$800,000. \$1,400,000 for Plans, Specifications, and Estimates (PSE) in 2014/2015. \$5,220,000 for construction in 2015/2016.

**Status on Previous Allocations:** From 2006 through 2011 using Measure A funds, the City refined the project scope through dozens of meetings with a wide range of community members, various City departments and technical consultants under the guidance of the Miller Avenue Design Advisory Committee. This successful effort resulted in the City Council's approval of the Miller Avenue Streetscape Plan, which meets the primary goals of repairing infrastructure, improving multi-modal functions including bicyclist and pedestrian safety, better transit access and improving safety.

Based on the preliminary design and construction cost estimate, it was determined that approximately 30% of the design effort is related to sewer rehabilitation work, equating to about \$420,000 of the \$1,400,000 effort. Thus, \$420,000 of the allocated Measure A funds for the PSE was re-allocated to the streetscape construction phase, with the previously approved funding of \$1,400,000 reduced to \$980,000. \$5,220,000 was allocated for construction in March 2016, along with \$1,211,798 of State Local Partnership Program funds.

The final project design was 'value-engineered' to be as cost effective as possible and still meet the original community intentions for the project.

**Measure A Programmed Amount:** \$3,250,000 of Transportation Sales Tax (TST) funds for Measure A funds - Major Roads Program.

**Current Measure A Requested Amount:** \$3,250,000 for the Construction phase.

**Scope of Work for Current Request:** Construction of the Miller Avenue Streetscape Project.

**Cash Flow Availability:** The City is requesting that \$3,250,000 in Measure A Major Roads be programmed for FY 2015/2016.

**Project Delivery Schedule:**

Project Component	Start Date	Estimated Completion
Preliminary Engineering, Scoping	October 2006	March 2010
Environmental Studies	March 2010	May 2015
Plans, Specifications and Estimate	May 2015	March 2016
Right of Way phase	None anticipated	None anticipated
Construction	June 2016	December 2017

**Project Cost:**

Preliminary Design, Environmental Scoping (Measure A)		\$ 800,000
Preliminary Design, Environmental Scoping (local MST)		\$ 675,000
Plans, Specifications, Estimates, Permits (Measure A)		\$ 980,000
Plans, Specifications, Estimate, Permits (Sewer Fund)		\$ 420,000
	Subtotal	\$2,875,000
Construction		\$13,174,140
Contingency @ 10%		\$1,317,414
	Subtotal	\$14,491,554
Construction Support		\$900,000
Total Construction Phase:		\$15,391,554
Total Project Cost		\$18,266,554

**Project Funding: The following identifies the various funding sources utilized to implement the project.**

<b>Environmental Studies &amp; Permits Fund Source</b>	<b>Planned</b>	<b>Committed</b>	<b>Total</b>
TAM Measure A - Regional	\$0	\$800,000	\$800,000
Local Municipal Services Tax	\$0	\$675,000	\$675,000
Total	\$0	\$1,475,000	\$1,475,000

<b>Plans, Specifications &amp; Estimate Fund Source</b>	<b>Planned</b>	<b>Committed</b>	<b>Total</b>
TAM Measure A - Regional	\$0	\$980,000	\$980,000
City of Mill Valley Sewer Funds	\$0	\$420,000	\$420,000
Total	\$0	\$1,400,000	\$1,400,000

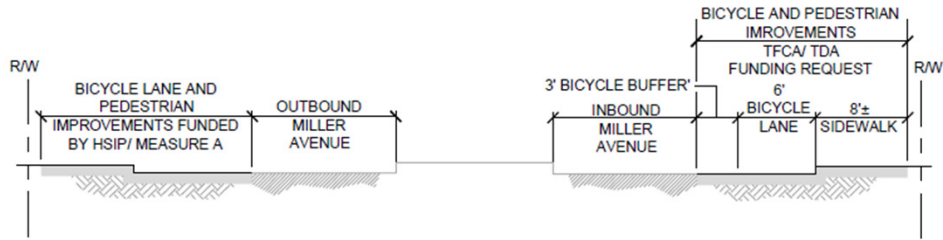
<b>Construction (including support) Fund Source</b>	<b>Planned</b>	<b>Committed</b>	<b>Total</b>
TAM Measure A - Regional	\$3,250,000	\$5,220,000	\$8,470,000
SLPP	\$0	\$1,211,798	\$1,211,798
Other	\$5,715,027	\$0	\$5,715,027
Total	\$8,965,027	\$6,431,798	\$15,396,825

<b>Total Funding (all Phases)</b>	<b>Planned</b>	<b>Committed</b>	<b>Total</b>
TAM Measure A - Regional	\$3,250,000	\$7,000,000	\$10,250,000
SLPP	\$0	\$1,211,798	\$1,211,798
Other	\$5,715,027	\$1,095,000	\$5,715,027
Total	\$8,965,027	\$9,306,798	\$18,271,825

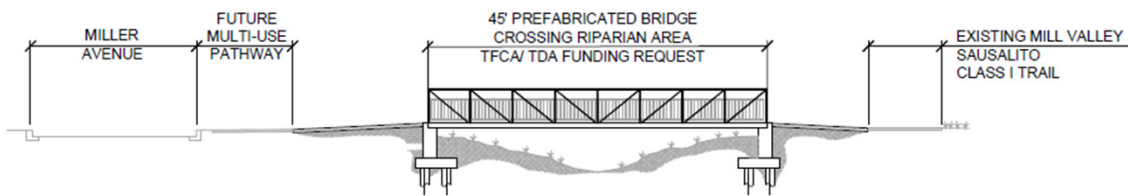
Miller Ave. Streetscape Project Construction Funding (all sources):

HSIP Passage sidewalk:	\$ 391,600
TFCA funding for MUP:	\$ 175,000
SR2S funding for MUP:	\$ 450,000
Development fees:	\$ 110,000
Reimbursement from utilities	\$ 125,000
Reimbursement from SASM	\$ 334,000
Flood Control Zone 3	\$ 650,000
CIP Carryover	\$ 542,427
City of Mill Valley Sewer Fund:	\$2,937,000
Total:	\$5,715,027

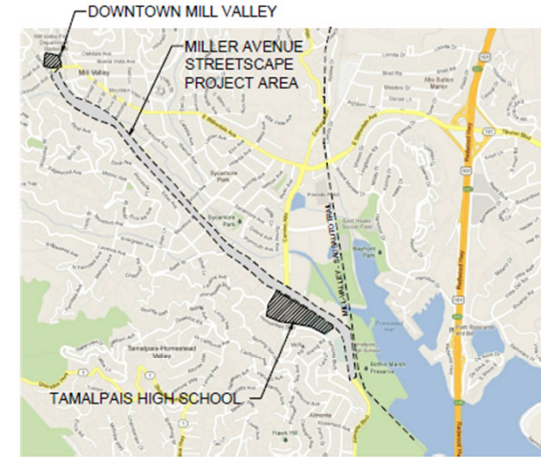
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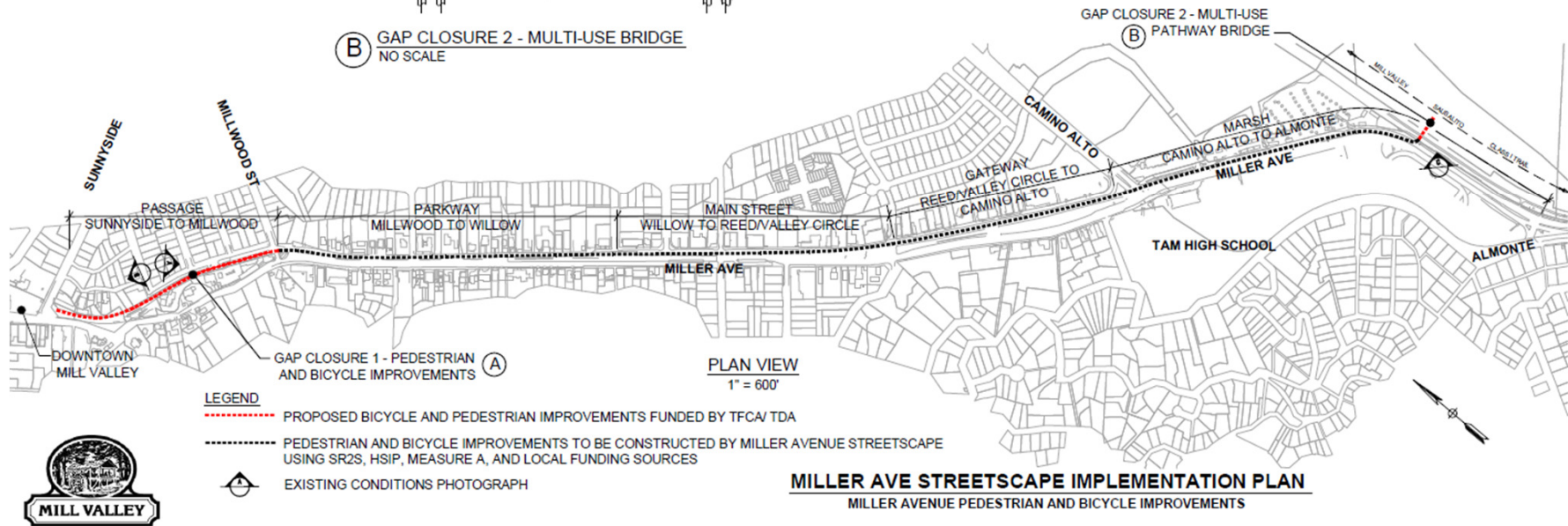
**(A) GAP CLOSURE 1 - PEDESTRIAN AND BICYCLE IMPROVEMENTS**  
NO SCALE



**(B) GAP CLOSURE 2 - MULTI-USE BRIDGE**  
NO SCALE



**VICINITY MAP**  
NTS



**PLAN VIEW**  
1" = 600'

**LEGEND**

- - - - - PROPOSED BICYCLE AND PEDESTRIAN IMPROVEMENTS FUNDED BY TFCA/ TDA
- - - - - PEDESTRIAN AND BICYCLE IMPROVEMENTS TO BE CONSTRUCTED BY MILLER AVENUE STREETSCAPE USING SR2S, HSIP, MEASURE A, AND LOCAL FUNDING SOURCES
- EXISTING CONDITIONS PHOTOGRAPH



**MILLER AVE STREETScape IMPLEMENTATION PLAN**  
MILLER AVENUE PEDESTRIAN AND BICYCLE IMPROVEMENTS

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## Major Roads Projects and Ranking

Planning Area	Lead Agency	Name of Roadway	Endpoints	Ranking
<b>Northern Marin</b>	Novato	Novato Blvd.	Diablo Ave. - San Marin Dr.	1
	Novato	San Marin Dr.	Novato Blvd. - US 101	2
	Marin County	Novato Blvd.	San Marin Dr. - Pt. Reyes/Petaluma	3
	Novato	South Novato Blvd.	US 101 - De Long Ave/Diablo Blvd	3
	Marin County	Atherton Ave.	US 101 - SR 37	5
<b>Central Marin</b>	San Rafael	4th Street	Red Hill Ave. - Grand Ave.	1
	San Rafael	3rd Street	2nd Street - Grand Ave.	2
	Marin County	Las Gallinas/Los Ranchitos/Lincoln	Lucas Valley Rd. - 2nd Street	3
	San Rafael	Pt. San Pedro Rd.	3rd St/ Grand Ave - Biscayne Dr/ City Limit	4
	San Rafael	Andersen Dr.	A Street - Sir Francis Drake Blvd.	4
	San Rafael	2nd Street	4th Street - Grand Ave	6
	Marin County	N San Pedro Rd.	Los Ranchitos -Sunny Oaks Dr.	6
	San Rafael	D Street	5th Ave - City Limit	8
	Marin County	Las Gallinas Ave.	Lucas Valley Rd. - US 101	9
<b>Southern Marin</b>	Mill Valley	Miller Ave.	Camino Alto - Throckmorton Ave.	1
	Mill Valley	E. Blithedale Ave.	Sunnyside Ave. - Tiburon Blvd.	2
	Marin County	Paradise Dr.	Tamalpais Dr. - Trestle Glen Blvd.	3
	Marin County	Almonte Blvd./ Miller Ave.	Shoreline Hwy - Camino Alto	3
	Tiburon	Paradise Dr.	Trestle Glen Blvd. - Tiburon Blvd.	5
	Sausalito	Bridgeway/ 2nd St/ S. Alexander Ave.	US 101 - Ft. Baker Rd.	6
<b>Ross Valley</b>	Marin County	Sir Francis Drake Blvd.	US 101 - Wolfe Grade	1
	Marin County	Sir Francis Drake Blvd.	Wolfe Grade - Ross Limit	1
	San Anselmo	Sir Francis Drake Blvd.	Bolinas Ave. - Butterfield Road	3
	Corte Madera	Tamaplais Dr.	Corte Madera Ave - Madera Blvd.	4
	Marin County	East Sir Francis Drake Blvd.	I-580 - US 101	5
	Corte Madera	Paradise Dr.	San Clemente - Tiburon Town limit	5
	Fairfax	Sir Francis Drake Blvd.	Butterfield Rd. - Co. Limit	7
	Ross	Sir Francis Drake Blvd.	Ross Limit - Bolinas Ave.	8
	Corte Madera	Tamal Vista Blvd. / Madera Blvd.	Fifer Ave. - Tamalpais Dr.	9
	Larkspur	Doherty Dr.	Magnolia Ave. - Riviera Cir.	10
	San Anselmo	Red Hill	SFD Blvd - San Rafael Limit	11
	Corte Madera	Lucky Dr.	Riviera Cir - SF Bay Trail	12
	Corte Madera	Fifer Ave.	Lucky Dr. - Nellen Ave.	12
	Larkspur	Magnolia/Corte Madera Ave/Camino Alto	College Ave - Corte Madera Limit	14
	Marin County	Wolf Grade	SRD Blvd - San Rafael Limit	15
<b>Western Marin</b>	Marin County	Sir Francis Drake Blvd.	Samuel P. Taylor - Platform Bridge	1
	Marin County	Sir Francis Drake Blvd.	Fairfax Limit - Samuel P. Taylor (Shafter Bridge)	2

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**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
Dan Cherrier, Principal Project Delivery Manager

**SUBJECT:** Tam Junction Project – Approve Actions Necessary to Proceed to Construction (Action),  
Agenda Item No. 8c

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**RECOMMENDATION:**

Accept the recommendation from the TAM Projects and Programs Executive Committee that construction proceed on the Tam Junction Project with TAM staff coordinating construction management directly. Note, a Construction Management firm will be hired and be directly responsible for the site inspection and management of construction activities. The following actions are requested:

- (1) authorize the Executive Director to advertise and solicit construction bids in accordance with the California Public Contract Code, and
- (2) authorize the Executive Director to execute a contract for construction management services.

**BACKGROUND:**

TAM staff were made aware of pedestrian and bicycling circulation needs in the TAM Junction area of Tam Valley and agreed to look into a potential project. During preliminary engineering, Caltrans informed TAM that pedestrian improvements were the responsibility of the State and that a project currently scheduled for construction in 2018 would be completed to provide a continuous sidewalk from the Coyote Creek Bridge to Flamingo Road on the southwest side of State Route 1. TAM has sponsored a separate project for bicycle improvements. TAM has coordinated with Caltrans to make sure that the two projects can co-exist without having to redo work.

TAM has utilized a variety of fund sources to further the project. Part of this effort included assisting Caltrans in the development of a Project Study Report for the entire corridor, assuring the bike and pedestrian improvements are well-coordinated and both are proceeding to be constructed.

Previous Board Actions: On January 28, 2016 the TAM Board authorized the Executive Director to enter into a Cooperative Agreement with the County of Marin to provide construction management.

**DISCUSSION/ANALYSIS:**

The local community has identified bicycle movement through the TAM Junction area as a significant need. Of particular concern is the high volume of Mill Valley Middle School students riding the wrong way in the shoulder areas of Route 1.

This project will construct Class II bike lanes on both sides of Shoreline from Flamingo Avenue to the existing path. Also, the Class II bike lanes will extend to Helen Avenue along Almonte Avenue and connect to the existing bike lanes. The project includes drainage improvements at the Almonte and Shoreline intersection to help improve periodic flooding.

The project will be built within State right of way and an encroachment permit from Caltrans will be required. Caltrans has commented on the initial submittal to Caltrans; staff and consultants are working diligently to resolve all comments. Caltrans will also act as the lead for the National Environmental Policy Act (NEPA) environmental document.

On May 9, the County informed TAM that due to their expected workload for the next fiscal year, they would be unable to provide construction management for the Project directly with their own staff. The County did offer to procure an outside consultant to provide these services for an additional fee for oversight. Staff feel that due to these new circumstances, the construction management for the Tam Junction Project can be managed in-house. TAM staff are currently in the process of approving in-house specifications and issuing a selection process for a construction management team for the Irwin Creek Mitigation Project, as approved by the TAM Board in March 2016; staff are well prepared and experienced to manage construction for this project as well.

TAM staff will be eliciting a professional Construction Management firm to perform the direct CM work, much like our cities, towns, and the County. TAM staff engineers have extensive experience with the oversight and management of constructing complex projects and have developed the in-house procedures to accomplish this task. With the support of the CM firm, staff is preparing to release the project for construction bidding and will bring an award package to the Board once the bids have been received, evaluated, and a determination has been made as to the lowest responsible bidder. Note, this project will require extensive coordination with local business and TAM staff were already planning to be heavily involved in this necessary outreach process.

Staff have discussed TAM's initial construction project with County Counsel and will follow-up with another meeting to review the contract provisions and our adherence with the Public Contract Code. We will also reach out to the County's Insurance Advisor to determine if our existing insurance coverage is adequate to protect TAM interests or if additional insurance is advisable. Previous investigations into insurance levels appropriate for this activity indicated a minor increase in TAM's insurance may be appropriate.

As mentioned, staff are proposing to retain the services of a construction management firm to handle the day-to-day inspection and contract compliance activities. A firm will be selected based on their experience and qualifications in managing a similar scope of projects. A separate contract may be issued for materials testing services. Funding for these services is included in the project budget.

The TAM Projects and Programs Executive Committee was presented with this request on June 13 and voted unanimously to proceed with the requested actions. The amount of the final award for Construction Management will be reported at the time of the construction award.

#### **FISCAL CONSIDERATION:**

This project has a variety of funding sources:

\$48,000 from CMA Planning for Preliminary Engineering;  
 \$20,000 from TDA Article 3 for Environmental;  
 \$175,000 from OBAG1 for Environmental and Final Design;  
 \$80,000 from TFCA for Utility Relocation and Construction Management; and  
 \$350,000 from TAM Safe Pathways for Construction Capital and Construction Management.

This funding is expected to be sufficient to complete the project. However, several risks remain related to utility relocation costs and Caltrans review. PG&E is still in the process of determining shared costs for the utility relocation and Caltrans will be reviewing further the plans, specifications, cost estimate, and NEPA Environmental Document. Unanticipated construction issues also remain a risk.

**NEXT STEPS:**

TAM staff will be working with Caltrans over the next few months to finalize the NEPA documentation and the plans/specifications. Depending on the length of the review time, TAM staff still plan to bring the project to construction in Fall of 2016. Construction duration is expected to require less than 60 days and must be completed by February 1, 2017 due to bird habitat concerns.

TAM will release and advertise the Project to solicit construction bids. Staff will evaluate the bids and determine the lowest responsible bidder in accordance with the California Public Contract Code and related project requirements.

A recommendation to award the construction contract will be brought back to the Board for a future action.

**ATTACHMENTS:**

None

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**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
Li Zhang, Chief Financial Officer

**SUBJECT:** Approval of the 2016 Measure A Half-cent Transportation Sales Tax Compliance Audit Selection List (Action), Agenda Item No. 8d

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**RECOMMENDATION:**

The TAM Board reviews and approves the list of auditees selected for the 2016 Measure A Half-cent Transportation Sales Tax Compliance Audit. The Finance and Policy Executive Committee Executive Committee reviewed the list at its June 13 meeting and voted unanimously to refer it to the TAM Board for approval.

**BACKGROUND:**

The Measure A Half-cent Transportation Sales Tax Expenditure Plan provides TAM with the authority to audit all Measure A fund recipients for their use of the sales tax proceeds. Independent compliance audits are explicitly permitted under the terms and conditions of TAM’s funding agreements/contracts with all Measure A Half-cent Transportation Sales Tax funding recipients. The TAM Board adopted the Measure A Compliance Audit Policy at its October 28, 2010 Board meeting and the implementation of the Policy started in 2011, with audit of Measure A Half-cent Sales Tax expenditures occurred in or prior to FY2010-11.

**DISCUSSION/ANALYSIS:**

**Funding Recipients Recommended for the 2016 Compliance Audit:**

The sixth round of compliance audits will cover Measure A Half-cent Sales Tax expenditures occurred in or prior to FY2015-16. Based on the requirement of the Compliance Audit Policy, a total of six compliance audits are recommended to be conducted for this round to confirm that all Measure A Half-cent Sales Tax funds are spent in accordance to the requirements of the Expenditure Plan.

No fund recipients are selected under Strategy 3.1, Major Roads Category for the 2016 cycle. Out of the three current active projects: Mill Valley/Miller Ave Project, Marin County/Sir Francis Drake Between Wolf Grade & Ross, and Novato/Novato Boulevard – Segment 1, Miller Ave was just audited in the 2014 Audit Cycle and TAM has not received any reimbursement requests in the last two years for the other two projects. Staff recommends delaying the audits on those two projects until project reimbursement

activities pick up or the completion of any of the three project phases defined: (1) Planning and Environmental Review, (2) Project Design and (3) Construction.

**Measure A Fund Recipients Selected for the 2016 Compliance Audit Cycle**

No.	Fund Recipient	Measure A Funding Strategy
<b>Interest Revenue Funding Usage</b>		
1	County of Marin	Usage of Multi-Use Path Maintenance Funds
<b>Strategy 1 Local Bus Transit System</b>		
2	Marin Transit	Local Transit, for all Measure A funds received for its FY2015-16 transit operation and capital needs
<b>Strategy 2 Highway 101 Gap Closure</b>		
	None	
<b>Strategy 3 Local Transportation Infrastructure</b>		
3	City of Belvedere	Strategy 3.2, Local Roads, for its usage of the Measure A Local Roads funds in or prior to FY2015-16
<b>Strategy 4 School Related Congestion and Safer Access to Schools</b>		
4	All City Management Services	Strategy 4.2, Crossing Guards for usage of funds in FY2015-16
5	Town of Tiburon	Strategy 4.3, Safe Pathways to School, for Measure A funds received for the Ned Way/Tiburon Rectangular Rapid Flashing Beacons Project

**FISCAL CONSIDERATION:**

Funding needed for this effort is included in the FY2016-17 Annual Budget and staff expects the task will be finished on schedule and within budget.

**NEXT STEPS:**

Funding recipients selected for the 2016 Compliance Audit cycle will be notified once the TAM Board approves the staff recommendation. Staff will also conduct a workshop in August to provide fund recipients opportunities to fully understand the compliance audit process and requirements. A detailed audit timeline will be made available at the workshop as well. All compliance audit reports will be presented to the Citizens’ Oversight Committee, Finance and Policy Executive Committee, and the TAM Board for review and acceptance once they are finalized.





**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
David Chan, Programming Manager

**SUBJECT:** Allocate Measure A Transportation Sales Tax Funds and Measure B Vehicle Registration Fee Funds to Local Infrastructure Projects in Strategy 3.2 Transit and Element 1.1, Respectively (Action), Agenda Item No. 8e

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## **RECOMMENDATION**

Allocate \$5,61,449 in Measure A Transportation Sales Tax (TST hereinafter) and Measure B Vehicle Registration Fee (VRF hereinafter) funds to cities, towns, and Marin County for local roads and related infrastructure projects in Strategy 3.2 of the Transportation Sales Tax Strategic Plan and Element 1.1 of the Vehicle Registration Fee Strategic Plan, respectively, for FY 2016/17.

## **BACKGROUND**

TST funds for Strategy 3 in the Expenditure Plan are used to maintain, improve, and manage Marin County's local transportation infrastructure, including roadways, bikeways, sidewalks, and pathways. Strategy 3 includes two sub-strategies: 3.1 for major roads and related infrastructure and 3.2 for local roads and related infrastructure. Funds apportioned to Strategy 3.2 for local roads and related infrastructure are programmed in the Strategic Plan to be distributed on an annual basis to each city, town, and Marin County calculated from a formula based on a 50/50 split derived from lane miles maintained and population.

Similar to Strategy 3.2 of the TST Strategic Plan, Element 1.1 of the VRF Strategic Plan was designated for local road and related infrastructure projects and appointed to jurisdictions based the same 50% lanes miles maintained and 50% population. While funds for Element 1.1 are collected annually, the annual collection is insufficient for the smaller jurisdictions to complete the typical street projects. When the VFR Strategic Plan was created, the Public Works Directors chose to have Element 1.1 funds distributed triennially because three years of revenue collection of Element 1.1 is equivalent to about one year of revenue collection for TST funds. The first allocation of VRF funds for Element 1.1 occurred in June 2013. This allocation of VRF funds represents the second allocation. The next, or third, allocation of VRF funds will be in FY 19/20.

Jurisdictions were asked to submit requests for TST and VRF funds concurrently.

## **TST STRATEGY 3.2 REQUIREMENTS**

TST funds for Strategy 3.2 may be used for local infrastructure projects including street and road projects, local transit projects, and bicycle and pedestrian projects. Where feasible, locally defined bicycle and

pedestrian projects will be implemented in conjunction with a related roadway improvement. This could include safety improvements, pedestrian facilities including disabled access, or bicycle facilities such as bike lanes or signage.

Local Infrastructure funds can be used for any eligible local transportation need identified by the local agency's Public Works Department and approved by the respective governing board. The allocation of TST funds is described in the Strategic Plan and requires an approved allocation from the TAM Board and an executed agreement between the local agency and TAM.

### **VRF ELEMENT 1.1 REQUIREMENTS**

Distribution of VRF Element 1.1 funds to the Department of Public Works in each of the jurisdictions is based on the existing transportation sales tax formula which uses 50 percent on local population and 50 percent on number of lane miles. Funds may be used for the following:

- Road maintenance, rehabilitation and congestion relief on local and residential streets. New facilities are also eligible for maintenance funds
- Safety improvements for all modes
- Emergency pothole repair on residential streets, sidewalks and pathways
- Crosswalk and accessibility enhancements
- Intersection control, pavement, and drainage improvements
- Streetscape improvements to better manage stormwater runoff
- Maintenance and improvement of Class I (exclusively) bicycle and pedestrian pathways, including new facilities

### **FUNDS AVAILABLE**

The available amount of TST funds for programming to Strategy 3.2 is approximately \$3.2 for FY 2016/17. This available amount is scheduled for adoption by the TAM Board on June 23, 2016 and incorporated in the FY 2016/17 Budget. However, the available amount has been adjusted to approximately \$3.13 million.

The available amount was adjusted because Larkspur received two advanced allocations of \$240,000 and \$380,162 in TST funds for its Doherty Drive Corridor Improvements Project from the TAM Board in February 2010 and December 2011, respectively. These advanced allocations include TST funds from FY 10/11 to FY 16/17. Larkspur was scheduled to receive \$127,079 in FY 16/17. Since Larkspur's allocation has already been granted by the TAM Board of \$99,173, only \$27,906 is available to Larkspur as unallocated funds for FY 16/17. FY 16/17 is the last fiscal year of the advancement allocated to Larkspur. Adjusted available amount shown represents the difference between the allocated amount and the collected amount.

The adjusted total available amount of TST funds for FY 2016/17 is \$3,134,400.

The annual available amount of VRF for programming is approximately \$830,000. Element 1.1 receives 35% of the total funds collected under the VRF Program. As noted above, VRF funds are allocated triennially. Three fiscal years of collected VRF revenues for Element 1.1 amount to \$2,507,049, which will be made available for allocation in FY 16/17.

The total amount of funding available is \$5,641,449 (see below table).

**CALL FOR PROJECTS**

On May 3, 2016, a Call for Projects was issued to the Public Works Directors of each agency, requesting applications for FY 2016/17. The Public Works Directors were informed of the allocation process and the amount of available funds for each agency. The FY 2016/17 funding allocations for local infrastructure projects as programmed in the two respective Strategic Plans and the amounts requested in the funding allocation requests are highlighted in the table.

Agency	Measure A Available	Previously Allocated	Measure A Adjusted Available	Measure B Available	Total Available	Total Requested	Carry-over
Belvedere	\$31,689	\$0	\$31,689	\$24,626	\$56,315	\$56,315	\$0
Corte Madera	\$113,822	\$0	\$113,822	\$88,240	\$202,062	\$202,062	\$0
Fairfax	\$88,923	\$0	\$88,923	\$68,968	\$157,891	\$157,891	\$0
Larkspur *	\$127,079	\$99,173	\$27,906	\$98,465	\$126,371	\$126,371	\$0
Mill Valley	\$184,314	\$0	\$184,314	\$142,972	\$327,286	\$327,286	\$0
Novato	\$588,510	\$0	\$588,510	\$456,206	\$1,044,717	\$1,044,717	\$0
Ross	\$32,982	\$0	\$32,982	\$25,605	\$58,587	\$58,587	\$0
San Anselmo	\$143,571	\$0	\$143,571	\$111,297	\$254,868	\$254,868	\$0
San Rafael	\$634,750	\$0	\$634,750	\$492,110	\$1,126,860	\$1,126,860	\$0
Sausalito	\$85,690	\$0	\$85,690	\$66,494	\$152,183	\$152,183	\$0
Tiburon	\$111,882	\$0	\$111,882	\$86,681	\$198,562	\$198,562	\$0
County	\$1,090,361	\$0	\$1,090,361	\$845,386	\$1,935,747	\$1,935,747	\$0
<b>Total</b>	<b>\$3,233,573</b>	<b>\$93,641</b>	<b>\$3,134,400</b>	<b>\$2,507,049</b>	<b>\$5,641,449</b>	<b>\$5,641,449</b>	<b>\$0</b>

Attachment A contains a summary of projects from each agency describing anticipated project(s) that will be funded with TST and VRF funds for FY 2016/17.

**NEXT STEPS**

If approved by the TAM Board, funding agreements for the amounts listed will be issued to the agencies.

**ATTACHMENT**

Attachment A: FY16/17 Local Infrastructure Allocation Requests

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**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Names:**

- Bella Vista Historic Iron Guardrail Repair Project
- Roadway Guardrail Installation – Bella Vista Ave
- Britton Ave Curb & Gutter replacement
- Sidewalk Repair Program

**Implementing Agency:** City of Belvedere

**Scope of Work:**

- Repairs to existing historic Iron Guardrail located at Beach Rd/Bella Vista Ave
- Installation of a new wooden guardrail along edge of roadway IFO 110 Bella Vista
- Replace approximately 115' of deteriorated concrete curb and gutter on Britton Ave
- Repair damaged and uplifted sidewalks and curb/gutters in various locations around the city (quantities unknown until inspection of all sidewalks are completed)

**Cost of Scope:** \$56,315

**Measure A Available Amount:** \$31,689

**Measure B Available Amount:** \$24,626

**Total Requested Amount:** \$56,315

**Other Funding:** Road Impact and General Funds

**Project Delivery Schedule (include start & completion milestones):**

July 1, 2016 – June 30, 2017

**Environmental Clearance:**

N/A

**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:** FY 2016/ 2017 Pavement Rehabilitation Project (Project No. 16-005)

**Implementing Agency:** Town of Corte Madera

**Scope of Work:** The project will rehabilitate the pavement of the following streets: 1.) Redwood Avenue from Summit Drive to Merry Lane, 2.) Stetson Avenue from Buida Court to Chapman Drive, 3.) Chapman Drive from Stetson Avenue to Stetson Avenue, 4.) Chapman Drive from Stetson Avenue to 600 feet south of Stetson Avenue, 5.) Chapman Drive from 600 feet south of Stetson Avenue to Corte Madera Avenue, 6.) Fifer Drive from Lucky Drive to Tamal Vista Boulevard, and 7.) Lucky Drive from Fifer to 140 feet east of Fifer. This project will include crack sealing, cold milling, asphalt overlay of existing pavement or cold-in-place recycling, structural repair of the roadway/ hillside, removal and replacement (R&R) of failed pavement sections, curb and gutter repair, adjustment of surface utilities to grade, upgrade of handicap ramps, restriping, replacement of traffic signal loops if any, and restoring of centerline monuments.

**Cost of Scope:** \$1,000,000

**Measure A Available Amount:** \$113,822

**Measure B Available Amount:** \$88,240

**Total Requested Amount:** \$202,062

**Other Funding:** Town of Corte Madera Street Impact Fees  
Gas Tax Funds  
FY 15/16 Measure A- Transportation Sales Tax Funds in the amount of  
\$108,972

\*Please note this is the same project we submitted to use Measure A Funds last year. The project was delayed and the cost estimate is much higher than we originally anticipated. The Town will use FY 16/17 funds for the project as well.

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):** Design 12-2015 to 7-2016, Bidding 7-2016 to 8-2016; Construction 9-2016 to 12-2016.

**Environmental Clearance:** It is anticipated the project will be found to be Categorical Exempt under CEQA.

**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:** Mountain View Road Rehabilitation

**Implementing Agency:** Town of Fairfax

**Scope of Work:** Mountain View Rd from Manzanita Rd to Tamalpais Rd, approx 1035 linear feet and 14 feet wide. PCI rating is 27. Most if not all of roadway is expected to require reconstruction. Grind existing failed roadway surface and replace with asphalt concrete, and related drainage, conforms and striping.

**Cost of Scope:** \$175,000

**Measure A Available Amount:** \$88,923

**Measure B Available Amount:** \$68,968

**Total Requested Amount:** \$157,891

**Other Funding:** Local funds- Gas Tax or General Fund

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):** Design expected summer 2016. Construction planned to begin October 2016 and complete November 2016

**Environmental Clearance:** Categorical Exemption



**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:** Safe Routes to School – Doherty Drive

**Implementing Agency:** City of Larkspur

**Scope of Work:** Completion of gap in pedestrian & bicycle pathway improvements on Doherty Drive between Lucky Drive and Riviera Circle.

**Cost of Scope:** \$138,000. Construction dollars available from the City’s Safe Routes grant is \$290,000. Through value engineering and redesign, the construction contract was negotiated at \$619,573, leaving a \$390,000 shortfall. Funds from Measure A & B will be make up a portion of the short fall.

**Measure A Available Amount:** \$27,624

**Measure B Available Amount:** \$98,465

**Total Requested Amount:** \$126,089

**Other Funding:** \$264,000 (local Measure C funds)

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):**

- start date: June 16, 2016
- substantial completion: August 10, 2016

**Environmental Clearance:** CEQA exemption application has been submitted to the County and is currently under review.

**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:** 2017 Road Rehabilitation Project – Southern Region & 2017 Road Rehabilitation Project - Western Region

**Implementing Agency:** County of Marin

**Scope of Work:** Construction of the following road rehabilitation segments.

Southern Region

- St. Thomas Way from both north and south of Martinique Ave to the ends.
- Saba Lane from Jamaica St. to St. Thomas Way.
- Trinidad Drive from Martinique Ave. to the south end.
- St. Lucia Place from Martinique Ave. to the end.
- Milland Drive from Seminary Ave. to the end.
- Carlotta Circle from Reed Blvd. to Reed Blvd.
- Belvedere Ave. from Reed Blvd. to East Strawberry Dr.

Western Region

- Point Reyes-Petaluma Rd. from Platform Bridge Road to Highway 1

**Cost of Scope:** \$3,400,000

**Measure A Available Amount:** \$1,090,361

**Measure B Available Amount:** \$845,386

**Total Requested Amount:** \$1,935,747

**Other Funding:** local general fund

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):** Construction anticipated between April 2017 and November 2017

**Environmental Clearance:** CEQA CatEx

**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:** 2016 Street and Sewer Rehabilitation Project - CIP

**Implementing Agency:** City of Mill Valley

**Scope of Work:** This is an annual capital improvement project that focuses on several streets identified and prioritized per the City's Pavement Management System and the City's 10 Year Plan. The improvements include road rehabilitation, slurry seal application, ADA ramp improvements, and sewer rehabilitation. Measure A and Measure B funds will be used for street rehabilitation, slurry seal, and ADA improvements. See attachment A for specific list of streets included in this project.

**Cost of Scope:** \$1,853,155.22 (street rehabilitation portion of project only. All storm and sewer related items not included)

**Measure A Available Amount:** \$184,314.00 (9.95% of total cost)

**Measure B Available Amount:** \$142,972 (7.72% of total cost)

**Total Requested Amount:** \$327,286.00

**Other Funding:**

Measure A & B	\$327,286.00
Gas Tax	\$370,000.00
Municipal Service	\$585,000.00
Road Impact Fees	\$570,869.22
Total	\$1,853,155.22 (street rehabilitation cost)

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):**

	Start	End
Design	01/2015	04/2016
Construction	06/2016	12/2016

**Environmental Clearance:** The City of Mill Valley is responsible for environmental clearance documentation. A copy of the CEQA document will be included in the progress or final report.

Transportation Authority of Marin  
Measure A – Transportation Sales Tax  
Measure B – Vehicle Registration Fee  
Allocation Request Form  
FY 2016-2017  
City of Mill Valley

**ATTACHMENT A**

**2016 Street and Sewer Rehabilitation Project**

Streets proposed for rehabilitation:

- Winwood Place End to End.
- Olive Street from Lovell Ave to Throckmorton Ave (ADA ramps, crosswalk striping)
- Hazel Ave from Monte Vista Ave to Rose Ave
- Molino Ave from Edgewood Ave to Cascade Dr
- Birch Street from Edgewood Ave to Molino Ave
- Robertson Terrace from Ethel Ave to End
- Hamilton Drive from Frontage Rd to PSB building ( ADA ramps, bike lanes stencils/lane)
- Shelter Bay Ave from Hamilton Drive to End (ADA ramps)

Streets proposed for slurry seal:

- Aster Ct from Azalea Dr to West End
- Hollyhock Ct from Azalea Dr to West End
- Leyton Ct from Ashford Ave to North End
- Somerset Ln from Lomita Dr to Ashford Ave
- Meadow Dr from Ashford Ave to City limits
- Dorset Ln from Meadow Rd to E Blithedale Ave
- Laurina Rd from Overhill Rd to end
- Overhill Rd from Camino Alto Ave to Escalon Dr
- Escalon Dr from Overhill Rd to end
- Lois Ct from Vasco Ct to end
- Middle Ct from Stanton Way to end
- Midhill Rd from Upper Hill Rd to end
- Jacklyn Terrace from Seaver Rd to end
- Roque Moraes Ct from Roque Moraes Dr to end
- Roque Moraes Dr from E Blithedale Ave to end
- Milay Pl from Roque Moraes Dr to Kipling Dr
- Euterpe St from Thalia Ave to Carmelita Dr
- Dell St from Mountain View Ave to W Blithedale Ave
- Mountain View Ave from E Blithedale Ave to Dell St
- Mountain View Ave from Dell St to Carmelita Ave
- Hill St from E Blithedale Ave to Oakdale Ave
- Circle Ave from Hillcrest Rd to east end
- Elinor Ave from Oakdale Ave to end

Transportation Authority of Marin  
Measure A – Transportation Sales Tax  
Measure B – Vehicle Registration Fee  
Allocation Request Form  
FY 2016-2017  
City of Mill Valley

- Hillcrest Ave from Circle Ave to Elinor Ave
- Madrona Ave from Throckmorton Ave to Lovell Ave
- Ethel Ave from Montford Ave to Throckmorton Ave
- Heuters Ln from Molino Ave to end
- Marion Ave from Edgewood Ave to Monte Vista Ave
- Hazel Ave from Marion Ave to 110 Hazel Ave
- Ralston Ave from Summit Ave to Manzanita Pl
- Marguerite Ave from Summit Ave to W Blithedale Ave
- Elaine Ave from Marguerite Ave to end
- Magee Ave from Tamalpais Ave to Corte Madera Ave
- Lee St from W Blithedale Ave to Eldridge Ave
- Eldridge Ave from Lee St to Cushing Dr
- King St from Eldridge Ave to Corte Madera Ave
- Cushing Dr from Eldridge Ave to end
- W Blithedale Ave from Hillside Ave to Ralston Ave

**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:** Measure A Group 9 Pavement Rehabilitation

**Implementing Agency:** City of Novato

**Scope of Work:** Pavement Rehabilitation including deep lift repairs, scrub seal and microsurface application; repair of tree damaged sidewalks and installation of ADA compliant curb ramps on the following street segments.

	Road Name	Begin	End
1	ADAMS COURT	JOHNSON ST	NORTH END
2	ARTHUR STREET	HAYES ST	WASHINGTON ST
3	BROWN DRIVE	WASHINGTON ST	BROWN CT
4	BROWN DRIVE	BROWN CT	SOUTH END
5	CAMBRIDGE STREET	JOHNSON ST	ARTHUR ST
6	DENISE COURT	WESTWOOD DR	SOUTH END
7	GARFIELD STREET	ARTHUR ST	NORTH END
8	GARNER DRIVE	WASHINGTON ST	JACKSON DR
9	HARDING DRIVE	WASHINGTON ST	1000 FT EAST OF WASHINGTON
10	HARDING DRIVE	1000 FT EAST OF WASHINGTON ST	WEST END
11	HARRISON COURT	CAMBRIDGE ST	WEST END
12	HAYES STREET	ARTHUR ST	NORTH END
13	JACKSON COURT	JACKSON DR	WEST END
14	JACKSON DRIVE	JACKSON CT	TRUMAN DR
15	JOHNSON STREET	END EAST OF CAMBRIDGE	END NORTH OF ADAMS
16	LANDING COURT	REDWOOD BLVD	NORTH END
17	MCCLAY ROAD	NOVATO BLVD	CENTER RD
18	PEACH STREET	CHASE ST	OLIVE SCHOOL
19	PIERCE DRIVE	ROWLAND BLVD	CUL DE SAC
20	REBECCA WAY	OLIVE AVE	END
21	RITA COURT	OLIVE AVE	END
22	RUDNICK AVENUE	OLIVE AVE	SUMMERS AVE
23	TRUMAN DRIVE	BROWN DR	1000 FT WEST OF BROWN DR
24	TRUMAN DRIVE	1000 FT WEST OF BROWN DR	SOUTH END

**Cost of Scope:** \$1,450,000

**Measure A Available Amount:** \$588,510

**Measure B Available Amount:** \$456,206

**Total Requested Amount:** \$1,044,716

**Other Funding:** \$100,000 gas tax, \$300,000 local long term maintenance

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):**

Project Development and Environmental  
Construction  
Project Close-out

July 2016 – March 2017  
April 2017 – September 2017  
December 2017

**Environmental Clearance:** Anticipated CEQA CE – January 2017

**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:** 2016 Roadway Improvements

**Implementing Agency:** Town of Ross

**Scope of Work:** Pavement repair, resurfacing, and maintenance on one or more of the following streets: Brookwood Lane, Redwood Drive (Brookwood to Town Limit), Lagunitas Road (various locations), Sir Francis Drake Blvd (various locations), Fallen Leaf, Wellington Avenue (various locations), Walnut Avenue, Olive Avenue and others TBD. Ancillary improvements include sidewalks, curb ramps, and pavement striping as may be required.

**Cost of Scope:** \$150,000 +/-

**Measure A Available Amount:** \$32,982.00

**Measure B Available Amount:** \$25,605.00

**Total Requested Amount:** \$58,587.00

**Other Funding:** Town Roadway Fund

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):** Advertise in Summer/Fall 2016 / Construct in Fall 2016 or Spring/Summer 2017

**Environmental Clearance:** CEQA Exemption 15301 (c) Existing Facilities



**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:** 2016 Pavement Rehabilitation and Preservation Project Repaving Bank Street, Arroyo Ave and slurry sealing Sir Francis Drake from Tamalpais to Center and From Sunny Hills Dr to Saunders Ave.

**Implementing Agency:** Town of San Anselmo

**Scope of Work:** Curb Ramps, Paving & Slurry Seal

**Cost of Scope:**

**Measure A Available Amount:** \$143,571

**Measure B Available Amount:** \$111,297

**Total Requested Amount:** \$254,868

**Other Funding:** Measure D Local Sales Tax Fund and General Fund

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):** Expected Start date of July 2016, Expected Completion date of September 2016

**Environmental Clearance:** Submitted as Categorical exemption pursuant to Section 15301 of the CEQA Guidelines because the work involves restoration and rehabilitation of existing improvements.

**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:**

Street Resurfacing 16/17  
Grand Avenue Pedestrian Bridge

**Implementing Agency:** City of San Rafael Department of Public Works

**Scope of Work:**

Street Resurfacing 16/17: see attached list of streets to be resurfaced  
Grand Avenue Pedestrian Bridge: construction of dedicated pedestrian/bicycle bridge east of existing span

**Cost of Scope:**

Street Resurfacing 16/17: \$1,000,000 (\$634,750 from Measure A, \$192,110 from Measure B, \$173,140 from Gas Tax)  
Grand Avenue Pedestrian Bridge: \$1,300,000 (\$300,000 Measure B, \$1,000,000 various grants)

**Measure A Available Amount:** \$634,750

**Measure B Available Amount:** \$492,110

**Total Requested Amount:** \$1,126,860

**Other Funding:** Gas Tax (\$173,140); various grants (\$1,000,000)

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):**

Street Resurfacing 16/17: Summer 2016  
Grand Avenue Pedestrian Bridge: Pending environmental review and permitting process

**Environmental Clearance:**

Street Resurfacing 16/17: categorically exempt  
Grand Avenue Pedestrian Bridge: pending

**Potential Roads to be Resurfaced FY2016-2017**

<b>Street</b>	<b>Begin</b>	<b>End</b>
Bret Harte Road	Altura Way	City Limit
DuBois Street	Andersen Drive	Irwin Street
Broadview Court	Broadview Drive	End
Broadview Drive	Jewell Street	End
Edward Court	Palm Avenue	End
Hibiscus Way	Hickory Lane	Holly Drive
Holly Drive	Las Pavadas Avenue	Hyacinth Way
Las Ovejas Avenue	Del Ganado Road	Las Colindas Road
Magnolia Avenue	Palm Avenue	Locust Avenue
Palm Avenue	Jewell Street	Magnolia Avenue
Penny Royal Lane	Las Ovejas Avenue	Pine Lane
Pine Lane	Penny Royal Lane	Las Raposas Road
Saint Francis Lane	Palm Avenue	End
Hoag Street	E Francisco Blvd	Canal Street
Bay Court	Bay Way	End
Bay Way	Point San Pedro Road	End
Corrillo Drive	Las Flores Avenue	El Prado Avenue
El Prado Avenue	Corrillo Drive	Merrydale Road
Las Flores Avenue	Corrillo Drive	Corrillo Drive
Marian Court	Kerner Blvd	End
Mirada Avenue	Corrillo Drive	Las Flores Avenue
Altura Way	Bret Harte Road	City Limit
Bret Harte Lane	Bret Harte Road	End
Tamalpais Avenue	Mission Avenue	Third Street
Pacheco Street	Lincoln Avenue	End

**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:** City of Sausalito FY 16/17 Streets Project

**Implementing Agency:** City of Sausalito

**Scope of Work:** Street Repair Program including Pavement Marking Replacement, Dig-Outs, Overlays, Reconstructions, and Related Work Consistent with Expenditure Plan and City Budget  
(See attached segment list)

**Cost of Scope:** \$1.2 million

**Measure A Available Amount:** \$85,690

**Measure B Available Amount:** \$66,494

**Total Requested Amount:** \$152,183

**Other Funding:** \$1.0 million

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):** Start 1JUL16, complete 30JUN17

**Environmental Clearance:** Categorically exempt

## **BUDGET SCENARIOS – SECTIONS SELECTED FOR TREATMENT**

The sections selected for treatment report shows in detail the management sections selected each analysis year for M&R treatment. This report helps the jurisdiction with identifying which streets are needed for M&R each analysis year.

Below is a description of the sections selected for treatment:

**Year** – Analysis year

**Street Name** – Name of Street

**Beginning Location** – Start of the management section

**End Location** – End of the management section

**Section ID** – Management section identifier

**FC** – This is a group of streets or roadway subsystems that are classified pending on the level of service and traffic.

A – Arterial

C – Collector

R – Residential/Local

O – Other (user defined)

**Surface** – Type of management section surface (AC, AC/AC, PCC, etc.)

**PCI** – Pavement Condition Index of management section after the treatment is applied

**Cost** – Associated and projected cost applied to the management section

**Cost Effectiveness Rating** – The rating is the weight cost – effectiveness ratio of the recommended treatment. The system is programmed to determine and select sections identified as needing treatment using a ratio. The sections with the highest ratios are selected first until all available funds have been exhausted. The management sections requiring PM/Rehab but not selected for the initial year are reconsidered in the following years of the analysis period. These are deferred maintenance costs and are based on the unmet needed treatments deferred in the present year.

**Treatment** – Treatment contains the type of treatment the system is recommending for the management section

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

Year	Budget	% PM	Year	Budget	% PM	Year	Budget	% PM
2015	\$575,000	15%	2016	\$575,000	15%	2017	\$575,000	15%
2018	\$575,000	15%	2019	\$575,000	15%			

## Year: 2015

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	Surf FC	Type PCI	Cost	Rating	Treatment
ALEXANDER AVE.	SOUTH CITY LIMIT	SOUTH ST.	ALEXAN	1	450	24	10,800	11/4/2014	A	AC/A C	67	\$91 619,468	CRACK SEAL
BEE ST.	BRIDGEWAY	CALEDONIA	BEESTR	1	104	36	3,744	11/7/2014	R	AC/A C	81	\$22 343,614	CRACK SEAL
BOOKER AVE.	SPENCER AVE.	CLOUDVIEW RD.	BOOKER	1	230	16	3,680	11/10/2014	R	AC/A C	86	\$9 756,472	CRACK SEAL
BUCHANAN DR.	NEVADA ST.	CUL-DE-SAC	BUCHAD	1	1,618	30	49,470	11/18/2014	R	AC	77	\$354 581,390	CRACK SEAL
CALEDONIA ST.	JOHNSON ST.	BRIDGEWAY	CALEDO	2	374	40	14,960	11/13/2014	R	AC/A C	84	\$55 511,530	CRACK SEAL
CRESCIENTA LN.	CRESCIENTA DR.	END	CRESSL	1	425	16	6,800	11/10/2014	R	AC/A C	86	\$16 756,472	CRACK SEAL
EBBTIDE AVE.	BRIDGEWAY	100 EBBTIDE	EBBTID	1	450	27	12,150	11/18/2014	R	AC/A C	86	\$28 756,472	CRACK SEAL
FILBERT AVE.	MARIE ST.	GIRARD AVE.	FILBER	2	1,000	18	18,000	11/17/2014	C	AC/A C	84	\$70 702,562	CRACK SEAL
GIRARD AVE.	LITHO ST.	FILBERT ST.	GIRARD	2	487	20	9,740	11/17/2014	C	AC/A C	84	\$38 702,562	CRACK SEAL
GLEN CT.	ROSE CT.	GLEN DR.	GLENCT	1	450	16	7,200	11/7/2014	R	AC	82	\$39 472,268	CRACK SEAL
GLEN DR.	CURREY AVE.	WIDTH CHANGE (BEND) @ 129	GLENDR	2	944	20	18,880	11/7/2014	R	AC/A C	86	\$44 756,472	CRACK SEAL
HARBOR DR.	GATE 5 RD.	CLIPPER YACHT (PVT ENTRANCE)	HARBOR	1	182	34	6,188	11/24/2014	R	AC	78	\$43 446,084	CRACK SEAL
HARRISON AVE.	ATTWOOD/BULKLEY AVE.	SAN CARLOS AVE. (S)	HARRIS	1	250	18	4,500	11/10/2014	R	AC	82	\$24 472,274	CRACK SEAL
HARRISON AVE.	SAN CARLOS AVE. (S)	PAVEMENT CHANGE	HARRIS	2	285	18	5,130	11/10/2014	R	AC	77	\$36 445,870	CRACK SEAL
JOHNSON ST.	WATER	BRIDGEWAY	JOHNSO	1	300	36	10,465	11/17/2014	R	AC	83	\$52 472,872	CRACK SEAL
JOHNSON ST.	CALEDONIA	GLEN	JOHNSO	4	775	17	13,175	11/17/2014	C	AC/A C	88	\$8 4,127,704	CRACK SEAL
LOCUST RD.	GIRARD AVE.	STEPS TO CAZNEAU	LOCUSR	1	390	16	6,240	11/17/2014	R	AC	79	\$40 459,090	CRACK SEAL
LOCUST ST.	CALEDONIA ST.	BONITA ST.	LOCUSS	2	430	18	7,740	11/12/2014	R	AC/P CC	86	\$18 756,472	CRACK SEAL
MAIN ST.	SECOND ST.	EAST END (BAY)	MAINST	2	95	25	2,375	11/24/2014	R	AC	85	\$11 465,335	CRACK SEAL

54

\*\* - Treatment from Project Selection

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

## Year: 2015

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment
MARION AVE.	EDWARDS AVE.	SOUTH ST.	MARION	1	100	20	2,000	11/25/2014	R	AC	78	\$14	456,180	CRACK SEAL
NAPA ST.	CALEDONIA ST.	FILBERT AVE.	NAPAST	2	556	36	20,016	11/13/2014	R	AC	78	\$132	456,046	CRACK SEAL
NEVADA ST.	RODEO AVE.	TOMALES	NEVADA	2	1,400	33	46,200	11/4/2014	A	AC/A C	84	\$176	1,022, 237	CRACK SEAL
OLIMA ST.	COLOMA ST.	BUTTE ST.	OLIMAS	2	280	24	6,720	11/18/2014	R	AC/A C	86	\$16	756,472	CRACK SEAL
PEARL ST.	EASTERBY ST.	SPRING ST.	PEARLS	1	260	36	9,360	11/14/2014	R	AC	79	\$59	458,905	CRACK SEAL
PEARL ST.	SPRING ST.	CUL-DE-SAC	PEARLS	2	190	36	6,840	11/14/2014	R	AC	80	\$41	466,387	CRACK SEAL
ROAD 3	HARBOR	DEAD END	ROAD3	1	380	26	9,880	11/24/2014	R	AC/A C	86	\$23	756,472	CRACK SEAL
RODEO AVE.	SAUSALITO TOWERS	NEVADA ST.	RODEOA	1	920	22	20,240	11/18/2014	R	AC	81	\$114	471,650	CRACK SEAL
RODEO AVE.	SAUSALITO TOWERS	WOODWARD AVE.	RODEOA	3	300	28	8,400	11/18/2014	R	AC	81	\$48	471,650	CRACK SEAL
ROSE CT.	GLEN DR.	GLEN CT.	ROSECT	1	250	15	3,750	11/7/2014	R	AC/A C	86	\$9	756,472	CRACK SEAL
SAN CARLOS AVE.	GLEN/HARRISON	SPENCER AVE.	SANCAR	2	1,200	17	20,400	11/17/2014	A	AC/A C	84	\$78	1,022, 237	CRACK SEAL
SAUSALITO BLVD.	SECOND ST.	THIRD ST.	SAUSAL	1	261	24	6,264	11/24/2014	R	AC	77	\$45	607,721	CRACK SEAL
SECOND ST.	RICHARDSON ST.	CUL-DE-SAC END @ 318	SECOND	2	212	20	4,240	11/12/2014	R	AC	77	\$31	439,532	CRACK SEAL
SOUTH ST.	2ND ST.	3RD ST.	SOUTHS	2	239	26	6,214	11/21/2014	R	AC	83	\$31	472,855	CRACK SEAL
SOUTH ST.	ALEXANDER AVE.	2ND ST.	SOUTHS	3	550	28	15,400	11/4/2014	A	AC/A C	84	\$59	1,022, 237	CRACK SEAL
SPRING ST.	BRIDGEWAY	WOODWARD AVE.	SPRING	1	958	36	34,488	11/17/2014	C	AC/A C	84	\$134	702,562	CRACK SEAL
SWEETBRIAR LN.	SPENCER AVE.	END @ 1	SWEETB	1	150	15	2,250	11/25/2014	R	AC/A C	86	\$6	756,472	CRACK SEAL
TURNEY ST.	BONITA ST.	GIRARD ST.	TURNEY	6	230	17	3,910	11/14/2014	R	AC	78	\$26	456,059	CRACK SEAL
VALLEY ST.	2ND ST.	BAY (EAST END)	VALLEY	2	120	25	3,000	11/24/2014	R	AC	81	\$17	471,666	CRACK SEAL
WEST CT.	RICHARDSON ST.	END	WESTCT	1	135	16	2,867	11/21/2014	R	AC	85	\$13	465,596	CRACK SEAL
WILLIAMS CT.	LINCOLN DR.	CUL-DE-SAC	WILLIA	1	136	24	5,609	11/17/2014	R	AC/A C	86	\$13	756,472	CRACK SEAL
Treatment Total											\$2,083			
BAY ST.	BRIDGEWAY	HUMBOLT ST.	BAYSTR	1	200	36	7,200	11/4/2014	C	AC/A C	75	\$2,200	49,657	CRACK & SLURRY SEAL

55  
\*\* - Treatment from Project Selection

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

## Year: 2015

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment
CENTRAL AVE.	SAN CARLOS AVE.	WEST	CENTRA	1	1,425	19	27,075	11/12/2014	R	AC	72	\$8,273	36,370	CRACK & SLURRY SEAL
GLEN DR.	JOHNSON ST.	SAN CARLOS AVE.	GLENDR	4	594	21	12,474	11/5/2014	C	AC	77	\$3,812	37,152	CRACK & SLURRY SEAL
HUMBOLDT AVE.	JOHNSON ST.	ENSIGN ST.	HUMBOL	2	260	56	14,560	11/5/2014	C	AC	71	\$4,449	32,500	CRACK & SLURRY SEAL
MARINSHIP WAY	LIBERTYSHIP	ROAD TURN	MARINS	2	430	25	10,750	11/4/2014	C	AC	77	\$3,285	37,148	CRACK & SLURRY SEAL
SAN CARLOS AVE.	SPENCER AVE.	CENTRAL/SUNSHI NE	SANCAR	3	766	18	13,788	11/21/2014	C	AC	76	\$4,213	35,786	CRACK & SLURRY SEAL
TOMALES ST.	WATEREE ST.	BUTTE ST.	TOMALE	2	860	19	16,340	11/18/2014	R	AC	78	\$4,993	38,503	CRACK & SLURRY SEAL
Treatment Total												\$31,225		
HUMBOLDT AVE.	ANCHOR ST.	BAY ST.	HUMBOL	3	260	57	14,820	11/4/2014	C	AC/A C	100	\$32,934	26,306	EG, FAB & 1.5IN AC
MARINSHIP WAY	HARBOR DR.	ROAD TURN	MARINS	1	425	41	17,425	11/4/2014	C	AC	100	\$38,723	26,460	EG, FAB & 1.5IN AC
SANTA ROSA AVE.	WIDTH CHANGE (1110') NEAR 184	GLEN DR.	SANTAR	3	1,098	18	18,600	11/25/2014	R	AC	100	\$41,334	22,866	EG, FAB & 1.5IN AC
Treatment Total												\$112,991		
**BONITA ST.	JOHNSON ST.	NAPA ST.	BONITA	1	1,784	18	32,112	11/17/2014	R	PCC	100	\$142,720	10,851	20%R&R, MEMB. & 2.0 IN AC
**CRESCENT AVE.	AC	MAIN ST.	CRESC	3	120	15	1,800	11/21/2014	C	PCC	100	\$8,000	12,820	20%R&R, MEMB. & 2.0 IN AC
**GIRARD AVE.	JOHNSON ST	TURNEY ST	GIRARD	11	651	20	13,020	11/17/2014	R	PCC	100	\$57,867	10,849	20%R&R, MEMB. & 2.0 IN AC
**LITHO ST.	CALEDONIA ST.	BONITA ST.	LITHOS	2	453	18	8,154	11/13/2014	R	PCC	100	\$36,240	10,663	20%R&R, MEMB. & 2.0 IN AC
Treatment Total												\$244,827		
SPENCER AVE.	PROSPECT AVE.	US 101	SPENCA	3	1,685	20	33,700	11/5/2014	A	AC	100	\$74,889	28,258	EG, 3%R&R, FAB & 1.5IN AC
Treatment Total												\$74,889		
BUTTE ST.	SACRAMENTO AVE.	TOMALES ST.	BUTTES	1	600	30	18,000	11/18/2014	R	AC	73	\$8,000	28,854	DIGOUT & SLURRY SEAL
CURREY LN.	CURREY AVE.	CUL-DE-SAC	CURREL	1	1,100	17	18,700	11/10/2014	R	AC	78	\$8,312	33,454	DIGOUT & SLURRY SEAL
ENSIGN ST.	BRIDGEWAY	HUMBOLT AVE.	ENSIGN	1	70	45	3,150	11/17/2014	R	AC	73	\$1,400	31,144	DIGOUT & SLURRY SEAL
GEORGE LN.	CURRY AVE	51 GEORGE LN	GEORGE	3	644	18	11,592	11/25/2014	R	AC/A C	71	\$5,152	26,871	DIGOUT & SLURRY SEAL
LOCUST ST.	BRIDGEWAY	CALEDONIA ST.	LOCUSS	1	390	20	7,800	11/13/2014	R	AC	72	\$3,467	30,559	DIGOUT & SLURRY SEAL
OLIMA ST.	EBBTIDE AVE.	COLOMA ST.	OLIMAS	1	1,867	35	65,345	11/18/2014	R	AC	77	\$29,043	31,759	DIGOUT & SLURRY SEAL
SACRAMENTO AVE.	BUTTE ST.	CUL-DE-SAC	SACRAM	1	680	19	13,160	11/18/2014	R	AC	78	\$5,849	34,451	DIGOUT & SLURRY SEAL

56  
\*\* - Treatment from Project Selection



## Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

													Treatment Total	\$61,223
BRIDGEWAY	NEVADA ST.	COLOMA ST. EAST	BRIDGE	10	1,400	25	36,500	11/4/2014	A	AC/A C	86	\$11,153	88,038	SLURRY SEAL
BRIDGEWAY	COLOMA ST.	CITY LIMITS EAST	BRIDGE	12	1,512	22	33,264	11/4/2014	A	AC/A C	84	\$10,164	82,435	SLURRY SEAL
BRIDGEWAY	SPRING ST.	NEVADA ST. EAST	BRIDGE	8	1,660	33	54,780	11/4/2014	A	AC/A C	87	\$16,739	90,881	SLURRY SEAL
CLOUDVIEW CIR. NAPA ST. PINE ST.	CLOUDVIEW RD. BRIDGEWAY CALEDONIA	END CALEDONAI ST. BONITA	CLOUDC NAPAST PINEST	1 1 5	125 76 420	20 36 17	2,500 2,736 7,140	11/10/2014 11/13/2014 11/17/2014	R R R	AC AC AC/A C	83 86 87	\$764 \$836 \$2,182	38,667 37,010 52,994	SLURRY SEAL
SPENCER AVE.	SAN CARLOS AVE.	COOPER LN./SAUSALITO BLVD.	SPENCA	1	600	20	12,000	11/17/2014	A	AC/P CC	93	\$3,667	89,276	SLURRY SEAL
TURNEY ST.	CALEDONIA ST	BONITA ST	TURNEY	5	418	17	7,106	11/14/2014	R	AC/A C	89	\$2,172	55,684	SLURRY SEAL
													Treatment Total	\$47,677
<b>Year 2015 Area Total</b>							<b>984,876</b>						Year 2015 Total	<b>\$574,915</b>

### Year: 2016

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment
ALEXANDER AVE.	SOUTH CITY LIMIT	SOUTH ST.	ALEXAN	1	450	24	10,800	11/4/2014	A	AC/A C	68	\$94	603,059	CRACK SEAL
CLOUDVIEW RD.	PROSPECT AVE.	HWY 101	CLOUDR	1	1,575	22	34,650	11/10/2014	R	AC	89	\$98	352,640	CRACK SEAL
CURREY AVE.	GLEN DR.	PLATT AVE.	CURREA	1	900	22	19,800	11/4/2014	A	AC	88	\$64	600,536	CRACK SEAL
CURREY AVE.	PLATT AVE./MONTE MAR DR.	CRESCIENTA DR.	CURREA	2	825	22	18,150	11/4/2014	A	AC	88	\$59	600,536	CRACK SEAL
FOURTH ST.	VALLEY ST.	MAIN ST.	FOURTH	1	354	15	5,310	11/12/2014	R	AC	89	\$15	351,769	CRACK SEAL
SECOND ST.	SOUTH ST.	RICHARDSON ST.	SECOND	1	1,036	25	25,900	11/4/2014	A	AC/A C	87	\$51	1,426,895	CRACK SEAL
SPENCER AVE.	COOPER LN./SAUSALITO	PROSPECT AVE.	SPENCA	2	700	20	14,000	11/5/2014	A	AC	88	\$45	600,071	CRACK SEAL
												Treatment Total	\$426	
ANCHOR ST.	BRIDGEWAY	HUMBOLDT ST.	ANCHOR	1	200	36	7,200	11/4/2014	C	AC/A C	78	\$2,266	52,995	CRACK & SLURRY SEAL
CALEDONIA ST.	NAPA ST.	JOHNSON ST.	CALEDO	1	1,760	36	63,360	11/13/2014	R	AC/A C	78	\$19,941	40,347	CRACK & SLURRY SEAL

57

\*\* - Treatment from Project Selection

Item 8e - Attachment A

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

## Year: 2016

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment
HARBOR DR.	BRIDGEWAY	ROAD 3	HARBOR	3	630	36	22,680	11/4/2014	C	AC	77	\$7,138	35,874	CRACK & SLURRY SEAL
Treatment Total												\$29,345		
BULKLEY AVE.	SAN CARLOS AVE.	SANTA ROSA AVE.	BULKLE	1	800	26	20,800	11/21/2014	C	AC	100	\$47,609	25,450	EG, FAB & 1.5IN AC
CRESCENT AVE.	MAIN ST.	WEST ST.	CRESCE	4	822	15	12,330	11/21/2014	R	AC	100	\$28,222	20,909	EG, FAB & 1.5IN AC
OLIVE ST.	BRIDGEWAY	END (NEAR WOODWARD)	OLIVES	1	350	23	8,050	11/17/2014	R	AC	100	\$18,426	21,387	EG, FAB & 1.5IN AC
PROSPECT AVE.	SPENCER AVE.	CLOUDVIEW RD.	PROSPE	1	305	20	6,100	11/10/2014	R	AC	100	\$13,963	21,053	EG, FAB & 1.5IN AC
Treatment Total												\$108,220		
HARBOR DR.	ROAD 3	GATE 5 RD.	HARBOR	2	240	24	5,760	11/4/2014	C	AC	100	\$19,776	17,639	EG, 10%R&R, FAB & 2.5IN AC
HEATH WAY	GATE 5 RD.	#1&3 HARBOR DR.	HEATHW	1	215	20	4,300	11/25/2014	R	AC	100	\$14,764	15,300	EG, 10%R&R, FAB & 2.5IN AC
Treatment Total												\$34,540		
**CABLE ROADWAY	PROSPECT AVE.	EAST TO STEPS	CABLER	1	208	15	3,120	11/10/2014	R	PCC	100	\$14,283	9,912	20%R&R, MEMB. & 2.0 IN AC
**GIRARD AVE.	TURNEY ST	LITHO ST	GIRARD	12	815	20	16,300	11/17/2014	R	PCC	100	\$74,618	10,453	20%R&R, MEMB. & 2.0 IN AC
**NORTH ST.	JOSEPHINE ST.	ATWOOD/THIRD ST.	NORTHS	1	450	14	6,300	11/24/2014	R	PCC	100	\$28,840	10,196	20%R&R, MEMB. & 2.0 IN AC
**TURNEY ST.	BRIDGEWAY	CALEDONIA ST.	TURNEY	2	168	36	6,048	11/13/2014	R	PCC	100	\$27,687	10,201	20%R&R, MEMB. & 2.0 IN AC
**TURNEY ST.	BONITA ST.	GIRARD AVE.	TURNEY	4	230	18	4,140	11/13/2014	R	PCC	100	\$18,952	9,910	20%R&R, MEMB. & 2.0 IN AC
Treatment Total												\$164,380		
**EXCELSIOR LN.	BULKLEY AVE.	STEPS TO BRIDGEWAY	EXCELS	1	200	12	2,800	11/21/2014	R	PCC	100	\$32,045	4,312	RECONSTRUCT AB & AC
**NORTH ST.	FOURTH ST.	CENTRAL AVE.	NORTHS	3	240	14	3,360	11/12/2014	R	PCC	100	\$38,454	4,312	RECONSTRUCT AB & AC
Treatment Total												\$70,499		
BRIDGEWAY	SPRING ST.	NEVADA ST. WEST	BRIDGE	7	1,660	30	49,800	11/4/2014	A	AC/A C	100	\$113,987	24,747	EG, 3%R&R, FAB & 1.5IN AC
Treatment Total												\$113,987		
BONITA ST.	JOHNSON ST	NAPA ST	BONITA	2	1,784	17	30,328	11/17/2014	R	AC/A C	85	\$9,545	48,960	SLURRY SEAL

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

## Year: 2016

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment	
BRIDGEWAY	PRINCESS ST.	JOHNSON ST.	BRIDGE	2	2,400	57	136,800	11/4/2014	A	AC/A C	85	\$43,054	85,496	SLURRY SEAL	
WEST CT.	RICHARDSON ST.	END	WESTCT	1	135	16	2,867	11/21/2014	R	AC	90	\$903	30,463	SLURRY SEAL	
											Treatment Total	\$53,502			
<b>Year 2016 Area Total</b>							<b>541,053</b>	<b>Year 2016 Total</b>		<b>\$574,899</b>					

## Year: 2017

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment	
ALEXANDER AVE.	SOUTH CITY LIMIT	SOUTH ST.	ALEXAN	1	450	24	10,800	11/4/2014	A	AC/A C	69	\$96	601,695	CRACK SEAL	
ATWOOD AVE.	HARRISON/BULKLE Y AVE.	NORTH ST.	ATWOOD	1	871	22	19,162	11/21/2014	C	AC	89	\$59	545,382	CRACK SEAL	
											Treatment Total	\$155			
COLOMA ST.	GATE 5 RD.	BRIDGEWAY	COLOMA	1	765	21	16,065	11/18/2014	R	AC	71	\$5,208	34,124	CRACK & SLURRY SEAL	
GLEN DR.	WIDTH CHANGE (BEND) @ 129	JOHNSON ST.	GLENDR	3	1,565	18	28,170	11/7/2014	R	AC	74	\$9,132	34,952	CRACK & SLURRY SEAL	
HARRISON AVE.	PAVEMENT CHANGE	SANTA ROSA AVE.	HARRIS	3	875	16	14,000	11/10/2014	R	AC	78	\$4,539	36,197	CRACK & SLURRY SEAL	
HARRISON AVE.	SANTA ROSA AVE.	GLEN DR.	HARRIS	4	770	24	18,480	11/10/2014	R	AC	72	\$5,991	39,124	CRACK & SLURRY SEAL	
KENDALL CT.	NEVADA ST.	CUL-DE-SAC	KENDAL	1	290	25	7,250	11/18/2014	R	AC	76	\$2,351	43,289	CRACK & SLURRY SEAL	
LOWER CRESCENT AVE.	CRESCENT AVE.	MAIN ST.	LOWERC	1	800	18	14,400	11/24/2014	R	AC	78	\$4,668	36,215	CRACK & SLURRY SEAL	
STANFORD WAY	EBBTIDE AVE.	OLIMA ST.	STANFO	1	765	24	18,360	11/18/2014	R	AC	78	\$5,952	46,524	CRACK & SLURRY SEAL	
VISTA CLARA DR.	MONTE MAR DR.	CURREY AVE.	VISTAC	1	500	16	8,000	11/10/2014	R	AC	76	\$2,594	35,734	CRACK & SLURRY SEAL	
WEST ST.	RICHARDSON ST.	MAIN ST.	WESTST	2	353	19	6,707	11/21/2014	R	AC	76	\$2,175	35,750	CRACK & SLURRY SEAL	
WRAY AVE.	CURREY AVE.	CUL-DE-SAC	WRAYAV	1	510	15	7,650	11/10/2014	R	AC	75	\$2,480	35,209	CRACK & SLURRY SEAL	
											Treatment Total	\$45,090			
SANTA ROSA AVE.	SAN CARLOS AVE.	WIDTH CHANGE (1110') NEAR 184	SANTAR	2	1,110	16	17,760	11/25/2014	R	AC	100	\$41,871	20,478	EG, FAB & 1.5IN AC	
											Treatment Total	\$41,871			
BUTTE ST.	THE ANCHORAGE	SACRAMENTO AVE.	BUTTES	2	345	26	8,970	11/18/2014	R	AC	100	\$31,721	14,854	EG, 10%R&R, FAB & 2.5 AC	
SOUTH ST.	MARION AVE.	CITY LIMITS	SOUTHS	1	416	15	6,240	11/21/2014	R	AC	100	\$22,067	14,854	EG, 10%R&R, FAB & 2.5 AC	

59

\*\* - Treatment from Project Selection

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

## Year: 2017

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment
WOODWARD AVE.	RODEO AVE.	SPRING ST.	WOODWA	2	445	26	11,570	11/17/2014	C	AC	100	\$40,916	17,125	EG, 10%R&R, FAB & 2.5IN AC
Treatment Total												\$94,704		
**BEE ST.	CALEDONIA ST.	BONITA ST.	BEESTR	2	424	18	7,632	11/7/2014	R	PCC	100	\$89,965	4,186	RECONSTRUCT AB & AC
**SANTA ROSA AVE.	BULKLEY AVE.	SAN CARLOS AVE.	SANTAR	1	829	16	13,264	11/21/2014	C	PCC	100	\$156,354	4,975	RECONSTRUCT AB & AC
Treatment Total												\$246,319		
BRIDGEWAY	JOHNSON ST.	NAPA ST. (EAST SIDE)	BRIDGE	4	2,175	17	36,975	11/4/2014	A	AC/A	100	\$87,171	23,590	EG, 3%R&R, FAB & 1.5IN AC
Treatment Total												\$87,171		
GEORGE LN.	CURRY AVE	51 GEORGE LN	GEORGE	3	644	18	11,592	11/25/2014	R	AC/A	78	\$5,466	26,456	DIGOUT & SLURRY SEAL
Treatment Total												\$5,466		
BRIDGEWAY	COLOMA ST.	CITY LIMITS WEST	BRIDGE	11	1,512	34	51,408	11/4/2014	A	AC/A	81	\$16,665	73,454	SLURRY SEAL
BRIDGEWAY	JOHNSON ST.	NAPA ST. (WEST SIDE)	BRIDGE	3	2,175	20	43,500	11/4/2014	A	AC/A	81	\$14,102	73,613	SLURRY SEAL
BRIDGEWAY	NAPA ST.	SPRING ST. EAST	BRIDGE	6	2,250	29	65,250	11/4/2014	A	AC/A	82	\$21,152	76,129	SLURRY SEAL
SAUSALITO BLVD.	SECOND ST.	THIRD ST.	SAUSAL	1	261	24	6,264	11/24/2014	R	AC	83	\$2,031	52,923	SLURRY SEAL
Treatment Total												\$53,950		
Year 2017 Area Total						449,469	Year 2017 Total		\$574,726					

## Year: 2018

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment
ALEXANDER AVE.	SOUTH CITY LIMIT	SOUTH ST.	ALEXAN	1	450	24	10,800	11/4/2014	A	AC/A	69	\$99	583,779	CRACK SEAL
BRIDGEWAY	NEVADA ST.	COLOMA ST. EAST	BRIDGE	10	1,400	25	36,500	11/4/2014	A	AC/A	84	\$165	1,180,180	CRACK SEAL
BRIDGEWAY	COLOMA ST.	CITY LIMITS EAST	BRIDGE	12	1,512	22	33,264	11/4/2014	A	AC/A	82	\$188	976,933	CRACK SEAL
BRIDGEWAY	SPRING ST.	NEVADA ST. EAST	BRIDGE	8	1,660	33	54,780	11/4/2014	A	AC/A	85	\$212	1,339,675	CRACK SEAL
CLOUDVIEW CIR.	CLOUDVIEW RD.	END	CLOUDC	1	125	20	2,500	11/10/2014	R	AC	80	\$17	426,304	CRACK SEAL

\*\* - Treatment from Project Selection

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

## Year: 2018

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment
ENSIGN ST.	BRIDGEWAY	HUMBOLT AVE.	ENSIGN	1	70	45	3,150	11/17/2014	R	AC	72	\$30	455,814	CRACK SEAL
GLEN DR.	JOHNSON ST.	SAN CARLOS AVE.	GLENDR	4	594	21	12,474	11/5/2014	C	AC	73	\$116	342,482	CRACK SEAL
HUMBOLDT AVE.	ANCHOR ST.	BAY ST.	HUMBOL	3	260	57	14,820	11/4/2014	C	AC/A C	87	\$27	1,014, 488	CRACK SEAL
MARINSHIP WAY	HARBOR DR.	ROAD TURN	MARINS	1	425	41	17,425	11/4/2014	C	AC	87	\$32	1,014, 488	CRACK SEAL
MARINSHIP WAY	LIBERTYSHIP	ROAD TURN	MARINS	2	430	25	10,750	11/4/2014	C	AC	73	\$100	342,381	CRACK SEAL
NAPA ST.	BRIDGEWAY	CALEDONAI ST.	NAPAST	1	76	36	2,736	11/13/2014	R	AC	83	\$15	432,744	CRACK SEAL
OLIMA ST.	EBBTIDE AVE.	COLOMA ST.	OLIMAS	1	1,867	35	65,345	11/18/2014	R	AC	75	\$542	486,608	CRACK SEAL
PINE ST.	CALEDONIA	BONITA	PINEST	5	420	17	7,140	11/17/2014	R	AC/A C	86	\$22	895,878	CRACK SEAL
SPENCER AVE.	PROSPECT AVE.	US 101	SPENCA	3	1,685	20	33,700	11/5/2014	A	AC	87	\$60	1,457, 651	CRACK SEAL
TOMALES ST.	WATEREE ST.	BUTTE ST.	TOMALE	2	860	19	16,340	11/18/2014	R	AC	76	\$133	395,379	CRACK SEAL
TURNEY ST.	CALEDONIA ST	BONITA ST	TURNEY	5	418	17	7,106	11/14/2014	R	AC/A C	87	\$12	1,595, 722	CRACK SEAL
Treatment Total												\$1,770		
CHANNING WAY	PROSPECT AVE.	CUL-DE-SAC @ 21	CHANNI	1	400	20	8,000	11/10/2014	R	AC	78	\$2,672	35,244	CRACK & SLURRY SEAL
PLATT AVE.	TOYON LN.	CURREY LN.	PLATTA	2	350	19	6,650	11/10/2014	R	AC	78	\$2,221	35,023	CRACK & SLURRY SEAL
WOODWARD AVE.	MARIN AVE.	RODEO AVE.	WOODWA	1	1,215	19	23,085	11/14/2014	R	AC	78	\$7,708	35,024	CRACK & SLURRY SEAL
Treatment Total												\$12,601		
CAZNEAU AVE.	PLATT AVE.	MARIE ST.	CAZNEA	1	580	13	7,540	11/21/2014	C	AC	100	\$18,310	23,663	EG, FAB & 1.5IN AC
GEORGE LN.	51 GEORGE LN	CUL-DE-SAC	GEORGE	2	511	18	9,198	11/25/2014	R	AC	100	\$22,336	19,670	EG, FAB & 1.5IN AC
VALLEY ST.	WEST ST.	2ND ST.	VALLEY	1	780	17	13,260	11/21/2014	R	AC	100	\$32,200	19,910	EG, FAB & 1.5IN AC
Treatment Total												\$72,846		
ARANA CIR.	NEVADA ST.	NEVADA CIRCLE	ARANAC	1	1,250	20	25,000	11/18/2014	R	AC	100	\$91,061	14,422	EG, 10%R&R, FAB & 2.5IN AC
Treatment Total												\$91,061		
**EDWARDS AVE.	SOUTH ST.	ALEXANDER AVE.	EDWARD	1	998	17	16,966	11/21/2014	R	PCC	100	\$205,992	4,064	RECONSTRUCT AB & AC
**SPENCER CT.	SPENCER AVE.	END	SPENCC	1	200	16	3,200	11/7/2014	R	PCC	100	\$38,853	4,064	RECONSTRUCT AB & AC
Treatment Total												\$244,845		
BRIDGEWAY	NEVADA ST.	COLOMA ST. WEST	BRIDGE	9	1,400	25	38,300	11/4/2014	A	AC/A C	100	\$93,004	22,471	EG, 3%R&R, FAB & 1.5IN AC

## Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

										Treatment Total		\$93,004			
BRIDGEWAY	NAPA ST.	SPRING ST. WEST	BRIDGE	5	2,250	26	60,900	11/4/2014	A	AC/A C	79	\$20,334	69,831	SLURRY SEAL	
HARRISON AVE.	SAN CARLOS AVE. (S)	PAVEMENT CHANGE	HARRIS	2	285	18	5,130	11/10/2014	R	AC	81	\$1,713	35,523	SLURRY SEAL	
JOHNSON ST.	BRIDGEWAY	CALEDONIA ST.	JOHNSO	2	215	36	7,740	11/17/2014	C	AC/P CC	91	\$2,585	52,313	SLURRY SEAL	
JOHNSON ST.	CALEDONIA	GLEN	JOHNSO	4	775	17	13,175	11/17/2014	C	AC/A C	91	\$4,399	50,057	SLURRY SEAL	
NEVADA ST.	RODEO AVE.	TOMALES	NEVADA	2	1,400	33	46,200	11/4/2014	A	AC/A C	87	\$15,426	61,358	SLURRY SEAL	
RICHARDSON ST.	BRIDGEWAY	SECOND ST.	RICHAR	2	200	36	7,200	11/21/2014	A	AC/A C	91	\$2,404	45,379	SLURRY SEAL	
SAN CARLOS AVE.	GLEN/HARRISON	SPENCER AVE.	SANCAR	2	1,200	17	20,400	11/17/2014	A	AC/A C	87	\$6,812	61,358	SLURRY SEAL	
SOUTH ST.	ALEXANDER AVE.	2ND ST.	SOUTHS	3	550	28	15,400	11/4/2014	A	AC/A C	87	\$5,142	61,358	SLURRY SEAL	
										Treatment Total		\$58,815			
<b>Year 2018 Area Total</b>						<b>656,174</b>		<b>Year 2018 Total</b>		<b>\$574,942</b>					

### Year: 2019

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment
ALEXANDER AVE.	SOUTH CITY LIMIT	SOUTH ST.	ALEXAN	1	450	24	10,800	11/4/2014	A	AC/A C	70	\$101	575,469	CRACK SEAL
BONITA ST.	JOHNSON ST.	NAPA ST.	BONITA	1	1,784	18	32,112	11/17/2014	R	PCC	88	\$43	1,049,790	CRACK SEAL
BONITA ST.	JOHNSON ST	NAPA ST	BONITA	2	1,784	17	30,328	11/17/2014	R	AC/A C	83	\$156	617,973	CRACK SEAL
BRIDGEWAY	PRINCESS ST.	JOHNSON ST.	BRIDGE	2	2,400	57	136,800	11/4/2014	A	AC/A C	83	\$725	1,066,579	CRACK SEAL
BRIDGEWAY	SPRING ST.	NEVADA ST. WEST	BRIDGE	7	1,660	30	49,800	11/4/2014	A	AC/A C	87	\$91	1,415,195	CRACK SEAL
BULKLEY AVE.	SAN CARLOS AVE.	SANTA ROSA AVE.	BULKLE	1	800	26	20,800	11/21/2014	C	AC	87	\$39	984,940	CRACK SEAL
CALEDONIA ST.	NAPA ST.	JOHNSON ST.	CALEDO	1	1,760	36	63,360	11/13/2014	R	AC/A C	76	\$525	420,681	CRACK SEAL
CLOUDVIEW RD.	PROSPECT AVE.	HWY 101	CLOUDR	1	1,575	22	34,650	11/10/2014	R	AC	85	\$160	411,130	CRACK SEAL
CURREY AVE.	GLEN DR.	PLATT AVE.	CURREA	1	900	22	19,800	11/4/2014	A	AC	83	\$111	617,761	CRACK SEAL

9

\*\* - Treatment from Project Selection

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

## Year: 2019

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment
CURREY AVE.	PLATT AVE./MONTE MAR DR.	CRESCIENTA DR.	CURREA	2	825	22	18,150	11/4/2014	A	AC	83	\$101	617,761	CRACK SEAL
EXCELSIOR LN.	BULKLEY AVE.	STEPS TO BRIDGEWAY	EXCELS	1	200	12	2,800	11/21/2014	R	PCC	88	\$10	350,345	CRACK SEAL
FOURTH ST.	VALLEY ST.	MAIN ST.	FOURTH	1	354	15	5,310	11/12/2014	R	AC	85	\$25	411,069	CRACK SEAL
GIRARD AVE.	JOHNSON ST	TURNEY ST	GIRARD	11	651	20	13,020	11/17/2014	R	PCC	88	\$18	1,049,790	CRACK SEAL
HARBOR DR.	ROAD 3	GATE 5 RD.	HARBOR	2	240	24	5,760	11/4/2014	C	AC	87	\$11	984,940	CRACK SEAL
HARBOR DR.	BRIDGEWAY	ROAD 3	HARBOR	3	630	36	22,680	11/4/2014	C	AC	72	\$219	327,862	CRACK SEAL
LITHO ST.	CALEDONIA ST.	BONITA ST.	LITHOS	2	453	18	8,154	11/13/2014	R	PCC	88	\$11	1,049,790	CRACK SEAL
NORTH ST.	FOURTH ST.	CENTRAL AVE.	NORTHS	3	240	14	3,360	11/12/2014	R	PCC	88	\$12	350,345	CRACK SEAL
SANTA ROSA AVE.	WIDTH CHANGE (1110') NEAR 184	GLEN DR.	SANTAR	3	1,098	18	18,600	11/25/2014	R	AC	88	\$25	1,049,790	CRACK SEAL
SECOND ST.	SOUTH ST.	RICHARDSON ST.	SECOND	1	1,036	25	25,900	11/4/2014	A	AC/A C	83	\$127	865,783	CRACK SEAL
SPENCER AVE.	COOPER LN./SAUSALITO	PROSPECT AVE.	SPENCA	2	700	20	14,000	11/5/2014	A	AC	83	\$78	617,050	CRACK SEAL
Treatment Total												\$2,588		
BULKLEY AVE.	SANTA ROSA AVE.	PRINCESS ST.	BULKLE	2	1,120	25	28,000	11/21/2014	C	AC	77	\$9,630	33,072	CRACK & SLURRY SEAL
PROSPECT AVE.	CLOUDVIEW RD.	CUL-DE-SAC @ 159	PROSPE	2	1,575	20	35,347	11/10/2014	R	AC	78	\$12,157	34,060	CRACK & SLURRY SEAL
Treatment Total												\$21,787		
CRESCENT AVE.	LOWER CRESCENT AVE.	PCC	CRESC	2	843	20	16,860	11/21/2014	C	AC	100	\$42,170	23,011	EG, FAB & 1.5IN AC
GORDON ST.	SPRING ST.	END @ 15	GORDON	1	185	20	3,700	11/17/2014	R	AC/A C	100	\$9,255	19,478	EG, FAB & 1.5IN AC
LITHO ST.	BRIDGEWAY	CALEDONIA ST.	LITHOS	1	130	36	4,680	11/13/2014	R	AC	100	\$11,706	19,242	EG, FAB & 1.5IN AC
Treatment Total												\$63,131		
BRIDGEWAY	RICHARDSON ST.	PRINCESS ST.	BRIDGE	1	1,400	32	44,800	11/4/2014	A	AC/A C	100	\$168,076	21,495	EG, 10%R&R, FAB & 2.5IN AC
COLOMA ST.	BRIDGEWAY	TOMALES ST.	COLOMA	2	443	34	15,062	11/18/2014	R	AC	100	\$56,509	14,002	EG, 10%R&R, FAB & 2.5IN AC
Treatment Total												\$224,585		



\*\* - Treatment from Project Selection

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 02/18/2015

Scenario: \$Current Budget

## Year: 2019

Street Name	Begin Location	End Location	Street ID	Section	Length	Width	Area	Last Inspected	FC	Surf Type	PCI	Cost	Rating	Treatment
**FOURTH ST.	MAIN ST.	RICHARDSON ST.	FOURTH	2	353	15	5,295	11/21/2014	R	PCC	100	\$66,218	3,946	RECONSTRUCT AB & AC
**SUNSHINE AVE.	SAUSALITO BLVD.	SAN CARLOS AVE.	SUNSHI	1	706	14	9,884	11/21/2014	R	PCC	100	\$123,606	3,946	RECONSTRUCT AB & AC
Treatment Total											\$189,824			
BEE ST.	CALEDONIA ST.	BONITA ST.	BEESTR	3	424	17	7,208	11/14/2014	R	AC/A C	80	\$2,479	42,941	SLURRY SEAL
BUCHANAN DR.	NEVADA ST.	CUL-DE-SAC	BUCHAD	1	1,618	30	49,470	11/18/2014	R	AC	81	\$17,014	45,779	SLURRY SEAL
FILBERT AVE.	EASTERBY ST.	MARIE	FILBER	1	612	24	14,688	11/4/2014	C	AC	84	\$5,052	37,310	SLURRY SEAL
FILBERT AVE.	MARIE ST.	GIRARD AVE.	FILBER	2	1,000	18	18,000	11/17/2014	C	AC/A C	85	\$6,191	43,236	SLURRY SEAL
GIRARD AVE.	LITHO ST.	FILBERT ST.	GIRARD	2	487	20	9,740	11/17/2014	C	AC/A C	85	\$3,350	43,236	SLURRY SEAL
GLEN DR.	CAZNEAU AVE.	CURREY AVE.	GLENDR	1	436	16	6,976	11/7/2014	R	AC/A C	84	\$2,400	36,185	SLURRY SEAL
HUMBOLDT AVE.	END	JOHNSON ST.	HUMBOL	1	350	75	26,250	11/5/2014	C	AC	87	\$9,028	38,424	SLURRY SEAL
JOHNSON ST.	CALEDONIA ST.	GLEN DR.	JOHNSO	3	775	18	13,950	11/17/2014	C	AC/P CC	87	\$4,798	49,104	SLURRY SEAL
SPRING ST.	BRIDGEWAY	WOODWARD AVE.	SPRING	1	958	36	34,488	11/17/2014	C	AC/A C	85	\$11,861	43,236	SLURRY SEAL
WOODWARD AVE.	SPRING ST	EASTERBY	WOODWA	3	370	18	31,374	11/17/2014	C	AC/A C	87	\$10,790	40,618	SLURRY SEAL
Treatment Total											\$72,963			
Year 2019 Area Total						911,956		Year 2019 Total			\$574,878			
Total Section Area:						3,543,528		Grand Total			\$2,874,360			



**Transportation Authority of Marin  
Measures A and B – Transportation Sales Tax and Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

**Expenditure Plan:** Local Roads and Related Infrastructures (Strategy 3.2 of Measure A and Element 1 of Measure B)

**Project Name:** 2018 Various Streets overlay

**Implementing Agency:** Tiburon

**Scope of Work:** Grind and overlay a number of existing roadway segments in Tiburon.

**Cost of Scope:** \$1.3 million

**Measure A Available Amount:** \$111,882. Use 91,297 for this project and use \$20,585 for Ferry terminal (separate ARF)

**Measure B Available Amount:** \$86,861

**Total Requested Amount:** \$178,158

**Other Funding:** Streets Impact Fees, Gas Tax

**Cash flow Availability (leave blank):**

**Project Delivery Schedule (include start & completion milestones):** Design starts August 2017, Bid February 2018, construction start June 2018, construction complete October 2018.

**Environmental Clearance:** Should be a Catex under pursuant to Section 15301 (c) of Title 14 of the California Code of Regulations as it consists of the repair and maintenance of existing roads and pathways with negligible or no expansion of existing use..

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**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
David Chan, Programming Manager

**SUBJECT:** Adopt the 2016 Strategic Plan Update (SPU) of the Measure A Transportation Sales Tax Program (Action), Agenda Item No. 8f

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## **RECOMMENDATION**

Recommend the TAM Board adopt the 2016 Strategic Plan Update (SPU) of the Measure A Transportation Sales Tax (Measure A) Program.

## **BACKGROUND**

The Measure A Transportation Sales Tax (TST, hereafter) Expenditure Plan called for a Strategic Plan to provide a 20-year outlook on how local transportation sales will be allocated in the context of anticipated demands, timing, and other available revenues. It serves as the overall roadmap for programming Measure A funds to the four strategies, as identified in the TST Expenditure Plan. The TST Strategic Plan was originally adopted in June 2006 with the anticipation that it would be substantially updated every two years. The Revenues and Expenditures Element of the TST Strategic Plan has been updated annually to ensure that funds are readily available for the years needed and to prepare for debt issuance to accommodate project delivery, particularly with projects in the Major Roads category. The last substantial update to the TST Strategic Plan was conducted in 2014.

## **GENERAL ASSESSMENT**

The TST Strategic Plan is being updated in 2016 to reconcile funds allocated and revenues generated for the past eleven fiscal years and update revenue and expenditure projections for future years. The 2016 TST Strategic Plan has reexamined the schedules of critical projects and their impacts on the Sales Tax Program.

Overall, the TST program has been operating predictably since the last major update in 2014 and the intermediate update in 2015. This is reflective in the 2016 SPU because there have little or no changes, except for the revenue collection which has increased steadily since FY 10/11 and the delay on the construction phases for some of the major road projects. As with prior TST Strategic Plan Updates, the critical elements that drive the Strategic Plan are the timing to issue debt and annual revenue collection.

As highlighted below, issuing debt will not be needed until possibly FY 19/20. In TAM's annual budget, scheduled for adoption in June, revenue collection has increased six consecutive fiscal years since the low of FY 09/10. FY 15/16 is projected to be the sixth consecutive fiscal year of increase revenues. As a result

of healthy revenue collection and sufficient funds to maintain the current demands from the major road projects, the 2016 SPU can be seen as a status quo from previous SPUs.

## **HIGHLIGHTS**

While there are no substantial changes to the 2016 SPU, there are areas worth noting when before we approach the 2018 SPU. Following is a summary of the noted areas in the 2016 TST Strategic Plan Update. All changes from the previous SPU are highlighted in the document attached.

### **Revenue Assumptions**

Sales tax revenue has steadily increased annually since FY 09/10 when the sales tax revenue was at a low of \$18.8 million. As mentioned above, FY 15/16 is projected to be the sixth consecutive fiscal years of increase revenue collection. The actual collection for FY 14/15 was \$25.3 million. Collection for FY 15/16 is expected to be approximately \$25.8 million, which is a remarkable \$7 million increase from six years ago. From all available economic indicators, this steady increase is projected for the foreseeable future.

### **Revenue and Expenditure Elements**

The Revenue and Expenditure worksheets (Attachment B) have been revised for each strategy based on new revenue projections and project delivery schedules.

### **Anticipated Debt Issuance**

The Major Road category of the SPU has been operating on a “pay as you go” model because the need to reimburse project sponsors’ costs has not exceeded the revenues collected. The benefit of a “pay as you go” model is the avoidance to pay costly interests on borrowed funds. However, it has always been anticipated that at some point in the future, the “pay as you go” model would not be adequate and issuing debt would be needed to meet the cash flow demands.

The 2016 SPU shows that debt financing is not needed until FY 19/20 at the earliest. The need to issue debts is driven by construction phases of four projects in Major Road Category under Strategy 3.1. Given the track records of major road projects, the need for construction funding is more often delayed than accelerated. The remaining major road projects with TST funds in their construction phases include the following:

- North Planning Area - Novato’s Novato Boulevard Segment 1
- Central Planning Area - San Rafael’s Third Street
- Southern Planning Area - Mill Valley’s E. Blithedale Avenue
- Ross Valley Planning Area - Marin County’s Sir Francis Drake Boulevard from Hwy 101 to Ross

There are still funds remaining, approximately \$935,000, in the West Planning Area after the first prioritized project, Sir Francis Drake Boulevard (Samuel P. Taylor to Platform Bridge), was completed. The second prioritized project, also with Marin County as the sponsor, is on Sir Francis Drake from Samuel P. Taylor to Fairfax town limit. The remaining funds may be used for a scoping exercise and some design work on the entire length of the project but certainly not enough for construction. Alternatively, Marin County may use the remaining funds to construct a smaller portion of the project so that some benefits may still be realized by the community. Regardless of the direction chosen for the remaining funds, the amount is insufficient to impact the time for debt financing.

If the four abovementioned projects stay on schedule, approximately \$9.5 million in additional funds will be needed to meet the anticipated cash flow needs from the Major Road Category under Strategy 3.1. When issuing debt becomes inevitable, staff will present the Board with various options for consideration with the goal of minimizing financing costs, which burden all categories in the TST Program.

### **Additional funds to Marin Transit**

Staffs of TAM and Marin Transit have worked cooperatively to include in this Strategic Plan Update for our Transportation Sales Tax an amount of approximately \$2 million not previously included, or made available. This amount represents funds from the first quarter of collection shortly after the passage of Measure A in 2014. TAM is able to now make those funds available as additional carry-over in this Strategic Plan Update.

### **Strategy 2 Fund Exchange Commitment**

Strategy 2 of the TST Expenditure Plan provides that it would fully fund up to \$25 million to ensure completion of the Highway 101 Gap Closure Project. While the Highway 101 Gap Closure Project was successfully completed and opened for public use in 2009, TAM is still obligated to fulfilling obligations on Strategy 2 from two fund exchange commitments made by the TAM Board in December 2005 and July 2010.

In December 2005, TAM approved the exchange of \$5.91 million in federal funds with the same amount in TST funds, originally programmed to the Highway 101 Gap Closure Project, to alleviate administrative burdens on local project sponsors which would have otherwise used federal funds on smaller projects. TAM was assigned by MTC to allocate TST funds to 24 preapproved projects to fulfill the fund exchange commitment for using federal funds on the Highway 101 Gap Closure Project.

TAM had fulfilled 23 of the 24 allocations in prior SPUs. The funds for the lone project, Marinwood Village, could not be allocated because the project was not moving forward as planned. In December 2015, the TAM Board redirected the funds to the Grand Avenue Bridge project. The allocation of the remaining funds to the Grand Avenue Bridge project satisfied the fund exchange commitment with MTC.

In July 2010, the TAM Board committed nearly \$6 million in State Local Partnership Program (SLPP) funds to the Major Roads Category of Strategy 3.1. SLPP was created by Proposition 1B of 2006 that provided matching state transportation funds for "self-help" agencies, including TAM, in which voters have approved fees or taxes solely dedicated to transportation improvements. The SLPP funds were divided based on 50% population and 50% lane miles to the five Planning Areas to supplement existing funds from Major Road Category.

However, in July 2011, the TAM Board diverted all available SLPP funds from the Major Roads category to the SMART project. Concurrently, the TAM Board directed the same amount of Measure A Debt Service Reserve to the Major Road Category to make those projects whole.

To date, \$2 million of the \$6 million available has been allocated to two projects: West Sir Francis Drake Boulevard in the West Planning Area and Miller Avenue in the South Planning Area. The remaining \$4 million is still available for allocations to three Planning Areas (North, Central, and Ross Valley). The commitment to backfill SLPP funds with Measure A Debt Service Reserve is anticipated to be satisfied in FY 18/19 when project sponsors plan to go to construction on Major Road projects. As noted previously, the targeted FY 18/19 date can be delayed if construction schedules do not proceed as planned.

### **Local Roads Formula of Strategy 3.2**

As required by the TST Expenditure Plan, the formula used to distribute Measure A TST funds must be updated every two years with the latest available data. The last formula update was done in 2014 with the most current population data from the California Department of Finance and lane miles from MTC. Therefore, new formula update for local roads was included in 2016 as shown in Attachment B and is reflected in the funding shown in Attachment 3-3 of Attachment A. As in the past, the changes are nominal given that the population in Marin County is very stable and the lane miles for each jurisdiction change only imperceptibly.

As a result, the distribution formula for most jurisdictions did not change from 2014. The jurisdictions that did experience a change were only a change of a few hundredth of a percentage point. The new formula will be shared with the Marin Public Works Association at its May 2016 meeting. Staff does not anticipate objections from the group.

As a result of high overall revenue collection mentioned above, the Local Roads category has seen a steady increase of revenues from low of \$2.11 million in FY 09/10 to \$3.22 million in FY 16/17. The funds for FY 16/17 are scheduled for allocations in June 2016.

These figures really emphasize the importance of local funds compared to federal funds for local roads. In previous federal cycles that occurred every three years, Marin received about \$2.3 million for the entire three-year period in federal funds for local road projects, which are only about 25% of the amount compared to the FY 16/17 Measure A TST funds available. When our Vehicle Registration Fee (Measure B) for local roads is factored into the equation, the percentage dropped to about 19%, leading to a conclusion that scarce federal funds could be directed to fund regional projects since local agencies can expect over \$4 million annually for local road projects from the Measure A TST and Measure VRF Programs

### **Interest Revenues**

Measure A TST funds are invested and interest revenues are earned. Since the 2014 SPU, interest revenues have been tracked and recorded in Attachment 1 of the 2016 SPU that shows available revenues, projects committed with these revenues, and remaining available for programming. The current amount projected to earn over the life of the Measure A TST Program is approximately \$5.1 million. The TAM Board had previously allocated \$2.76 million to various projects, including ongoing funding for bike path maintenance and Golden Gate Transit's Ferry Shuttle project.

### **MTC Loan Payment**

In 2008, MTC loaned TAM approximately \$12.5 million at a favorable interest rate of 3% to complete the funding plan for the Highway 101 Gap Closure Project. TAM has been making annual payment to MTC since the inception of the loan. The payment for FY 15/16 represents the last payment in fulfilling TAM's obligation on the loan.

### **PLAN AMENDMENT POLICY**

Per the Strategic Plan amendment policy, an amendment, including updates to the Strategic Plan, can be recommended as part of a regularly scheduled Board meeting. The update can be approved after allowing a minimum of 45 days for public comments, which began on May 19, 2016. A copy of the 2016 Strategic Plan Update was made available on TAM's website (<http://www.tam.ca.gov>) on May 24, 2016. July 3, 2016 officially signifies the end of the 45-day comment period.

As of June 16, 2016, when this memo was mailed out, no public comments were received by TAM. Staff will continue to receive and review comments until the close of the comment period. Staff is asking the TAM Board to adopt the 2016 Strategic Plan Update on the condition that no significant public comments will be received by July 3, 2016. Public comments received after the June 23<sup>rd</sup> Board meeting and before July 3<sup>rd</sup> that results in minor revisions and do not substantially alter the Strategic Plan will be incorporated in the final adopted 2016 Strategic Plan Update. Any major comments will necessitate the Strategic Plan Update be returned to the TAM Board for additional approvals.

**NEXT STEPS**

Post the adopted 2016 SPU on TAM's website if no significant comments are received by July 3, 2016.

**ATTACHMENTS:**

Attachment A – Draft 2016 Strategic Plan Update  
Attachment B – Revenue and Expenditure Worksheets

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**TRANSPORTATION AUTHORITY OF MARIN**

**MEASURE A – TRANSPORTATION SALES TAX**

**STRATEGIC PLAN UPDATE (SPU)**

**20164**

**Chair:**

~~Alice Fredericks – Tiburon Town Council~~ Stephanie Moulton-Peters - Mill Valley City Council

**Vice Chair:**

Judy Arnold - Marin County Board of Supervisors

**Commissioners:**

~~Susan L. Adams~~ Damon Connolly – Marin County Board of Supervisors

Sandra Donnell - Belvedere City Council

Alice Fredericks – Tiburon Town Council

Diane Furst - Corte Madera Town Council

~~Ford Greene – San Anselmo Town Council~~

Daniel Hillmer - Larkspur City Council

Steve Kinsey – Marin County Board of Supervisors

P. Beach Kuhl - Ross Town Council

~~Stephanie Moulton-Peters – Mill Valley City Council~~

Eric Lucan - Novato City Council

Tom McInerney – San Anselmo Town Council

Gary Phillips – San Rafael City Council

John Reed - Fairfax Town Council

Katie Rice - Marin County Board of Supervisors

Kathrin Sears - Marin County Board of Supervisors

~~Herb Weiner~~ Tom Theodores – Sausalito City Council

**Executive Director:**

Dianne Steinhauser

www.tam.ca.gov

**TAM Board Alternates:**

James Campbell – Belvedere City Council  
Carla Condon – Corte Madera Town Council  
~~Damon Connolly~~Kate Colin – San Rafael City Council  
Pat Eklund – Novato City Council  
Renee Goddard – Fairfax Town Council  
Kevin Haroff – Larkspur City Council  
~~John McCauley~~Sashi McEntee – Mill Valley City Council  
~~Tom McInerney~~Ford Greene – San Anselmo Town Council  
~~Carla Small~~Elizabeth Brekhus – Ross Town Council  
Erin Tollini – Tiburon Town Council  
~~Vacant~~Herb Weiner – Sausalito City Council

**Citizens’ Oversight Committee (COC ) Members**

Allan Bortel - Marin County Paratransit Coordinating Council  
Robert Burton - Southern Marin Planning Area  
V-Anne Chernock – Northern Marin Planning Area  
Joy Dahlgren – Central Marin Planning Area  
Pamela Gach – League of Women Voters  
~~Robert Johnston~~Vacant – Environmental Organizations  
Vince O’Brien – Bicyclists and Pedestrians Groups  
Peter Pelham – Major Marin Employers  
Paul Premo - Taxpayer Groups  
~~Gilda Selehau~~Paul Roye - Ross Valley Planning Area  
Scott Tye - West Marin Planning Area  
~~Vacant~~Kathleen Helmer – School Districts

**COC Alternates**

Jayni Allsep – Southern Marin Planning Area  
Rocky Birdsey - Marin County Paratransit Coordinating Council  
Monique Broussard – Major Marin Employers  
Kay Noguchi – League of Women Voters  
Nancy Okada - Environmental Organizations  
~~Paul Roye~~ – ~~Ross Valley Planning Area~~

**Table of Contents**

**LIST OF ATTACHMENTS .....4**

**LIST OF APPENDICES .....4**

**GLOSSARY .....5**

**EXECUTIVE SUMMARY .....7**

**I. INTRODUCTION.....11**

A. THE TRANSPORTATION AUTHORITY OF MARIN..... 12

B. OVERVIEW OF THE STRATEGIES ..... 12

    1. *Strategy 1: Local Bus Transit*..... 14

    2. *Strategy 2: US 101 HOV Gap Closure*..... 14

    3. *Strategy 3: Local Transportation Infrastructure* ..... 15

    4. *Strategy 4: School Related Congestion and Safer Access to Schools*..... 15

C. STRATEGIC PLAN PURPOSE & GUIDING PRINCIPLES ..... 16

**II. POLICY ELEMENTS .....19**

A. SEPARATION OF STRATEGIES & SUB-STRATEGIES POLICY ..... 19

B. RESERVE POLICY ..... 20

C. DEBT POLICY ..... 21

D. INVESTMENT POLICY ..... 22

E. FUND SWAP POLICY ..... 22

F. COMPLIANCE AUDIT POLICY..... 23

G. STRATEGIC PLAN AMENDMENT POLICY..... 24

**III. REVENUES & EXPENDITURES.....~~2625~~**

A. SALES TAX REVENUE FORECAST METHODOLOGY .....~~2625~~

B. OFF-THE-TOP EXPENDITURE ASSUMPTIONS / DEBT CAPACITY .....~~2625~~

C. REVENUE AND EXPENDITURE PLAN .....~~2726~~

    1. *Revenue Available for Programming* .....~~2726~~

    2. *Revenue & Expenditure Plan by Strategy/Sub-Strategy*.....~~2726~~

    3. *Fund Leveraging* .....~~2827~~

D. PROGRAMMING METHODOLOGY & ASSUMPTIONS FOR STRATEGIES ..... 29

    1. *Strategy 1: Local Bus Transit*..... 29

    2. *Strategy 2: US 101 HOV Gap Closure*.....~~3231~~

    3. *Strategy 3: Local Transportation Infrastructure* .....~~3332~~

    4. *Strategy 4: School Related Congestion and Safer Access to Schools*..... 38

**IV. IMPLEMENTATION GUIDELINES.....43**

A. CLAIMANT POLICIES .....43

    1. *Eligibility for Funding* ..... 43

    2. *Application Process*..... 43

    3. *Allocation and Disbursement of Funds* ..... 44

    4. *Monitoring and Reporting Requirements* ..... 45

    5. *Eligible and Ineligible Costs* ..... 45

    6. *Other*..... 46

**V. CONCLUSION.....47**

### **List of Attachments**

**Attachment 1 – Sales Tax Revenues and Assignment to Strategies**

**Attachment 2 – Sales Tax Programming Summary**

**Attachment 3-1 – Strategy 1: Local Bus Transit Revenues and Expenditures**

**Attachment 3-2 – Strategy 2: Highway 101 Gap Closure Revenues and Expenditures**

**Attachment 3-3 – Strategy 3: Local Transportation Infrastructure Revenues and Expenditures**

**Attachment 3-4 – Strategy 4: School-Related Congestion and Safer Access to Schools Revenues and Expenditures**

### **List of Appendices**

**1. Local Transportation Infrastructure, Major Roads & Related Infrastructure**

- a. Candidate Projects
- b. Funding Allocations by Planning Area
- c. Project Prioritization Criteria for Major Roads
- d. Major Roadway Projects Data Table

**2. Local Transportation Infrastructure– Funding Allocations by Community**

**3. Safer Access to Schools**

- a. Crossing Guard Location Evaluation Criteria
- b. Summary Data, Crossing Guard Survey
- c. Crossing Guard Requests (Phase 1 and 2)
- d. Safe Pathway Selection Process and Selected Projects for FY 07/08 and 09/10
  - i. Call for Projects
  - ii. Summary of Project Descriptions
  - iii. Scoring Summary for Projects Selected

**4. Implementation and Claimant Forms**

- a. Sample Application – Major Roads
- b. Sample Funding Agreement – Local Roads
  - i. Exhibit A – Conditions on Sub-Strategy 3.2
  - ii. Exhibit B – Sample Allocation Request Form
  - iii. Exhibit C – Sample Annual Report Form

**5. Project Fact Sheets (various projects)**

**6. Marin County Transportation Sales Tax Expenditure Plan**

**7. Marin County Transit District Short-Range Transit Plan**

**8. Comments and Responses on 2014 Draft Strategic Plan**

## Glossary

- Allocation** An action by the TAM Board making funds available. After funds are programmed in the Strategic Plan, the TAM Board can make individual allocations to projects and programs. Following the allocation action, TAM enters into a funding agreement with the sponsor. The sponsor can then spend the funds.
- Authority** Transportation Authority of Marin (TAM) – the agency created for the purpose of administering the ½-cent sales tax for transportation in Marin County. The TAM Board includes representatives from each city and town in Marin County, plus the five members of the Board of Supervisors. The Authority also functions as the Congestion Management Agency for Marin County.
- Citizens' Oversight Committee** A 12-member committee of TAM consisting of 5 representatives selected from the five planning areas and 7 representing diverse interest groups in Marin County. Reports directly to the public on all issues related to the Expenditure Plan and use of the ½-cent transportation sales tax.
- Claimant** A project or program sponsor who is due to receive funding under one of the four Strategies established in the Marin County Transportation Sales Tax Measure Expenditure Plan.
- Expenditure Plan** The Marin County Transportation Sales Tax Measure Expenditure Plan, which is the plan for spending the ½-cent transportation sales tax funds.
- Hwy 101 Gap Closure Project** The Gap Closure Project includes the completion of the HOV lane on Highway 101 through San Rafael. This project is designed to relieve a critical bottleneck on Highway 101, in both the Northbound and Southbound directions.
- Golden Gate Bridge Highway and Transportation District** The agency responsible for the Golden Gate Bridge, as well as for regional transit including ferries and bus service between Sonoma, Marin, and San Francisco counties. Golden Gate currently operates local transit services in Marin County under contract to the Marin Transit.
- HOV Lane** High Occupancy Vehicle or Carpool lane, open to vehicles with 2 or more occupants—including buses—during peak commute hours.
- Leverage or Leveraging (*also Matching*)** The planned use of local sales tax dollars to attract other local, regional, State, or Federal funds. Can include the use of local funds as a required match to these other fund sources.

**Marin Transit (formerly Marin County Transit District (MCTD))**

The existing local transit district, Marin Transit currently contracts for local transit services with Golden Gate Transit. Marin Transit also currently contracts for paratransit services with Whistlestop Wheels, as well as contracting for the West County Stagecoach. Marin Transit is governed by two city representatives and five representatives from the Board of Supervisors.

**Paratransit**

Specialized transportation services for seniors and/or persons with disabilities who are unable to use regular bus routes.

**(to) Program**

To assign a future expenditure of funds to a particular use within a particular timeframe.

**Self-Help County**

A county with a local sales tax dedicated to transportation is called a “self-help” county because the tax demonstrates that the County is willing to “help itself” to solve its own transportation problems. A self-help county has greater opportunities to compete for regional, State, and Federal grants by establishing a reliable source (i.e., sales tax revenues) for the local matching funds that are required by most grantors.

**Short Range Transit Plan**

A 10-year vision of the capital and operating needs of a transit agency. Required by the Metropolitan Transportation Commission (MTC), under guidance from the Federal Transit Administration (FTA), an SRTP is required from each major transit agency in the Bay Area. The SRTP serves to identify transit needs and develop priorities.

**Transportation Sales Tax Strategic Plan, or “Measure A” Strategic Plan**

A detailed plan of expenditures and revenue completed by the Transportation Authority of Marin every two years. The plan projects the availability of sales tax funds, and assigns or ‘programs’ the revenue to eligible projects and programs, per the sales tax Expenditure Plan approved by voters.

**Technical Advisory Committee**

A committee of TAM made up of Public Works staff, other city staff, and representatives of diverse public interests who will prioritize infrastructure improvements and make recommendations to the Transportation Authority of Marin.

**Transportation Authority of Marin (TAM)**

See “Authority.”

**Transit District**

See “Marin Transit”

## Executive Summary

The Marin County Transportation Sales Tax Expenditure Plan, approved by voters as Measure A in November 2004, dedicates an estimated \$332 million in local sales tax revenues to transportation needs in the county over a twenty year period. The current 201~~46~~ estimate is ~~nearly~~approximately \$~~499,460~~ million. The sales tax was approved at a time when formerly reliable state and federal sources of transportation funding were sorely lacking and has continued to dwindle to date. A number of transportation options in Marin were in danger of being severely reduced—or eliminated entirely—if the sales tax measure had not passed.

The Sales Tax Expenditure Plan approved by voters lists projects and programs that are eligible for sales tax funds and establishes the maximum percentage of funds that can be allocated to each strategy. It did not establish exactly when allocations will be made. The Transportation Authority of Marin has developed this Strategic Plan to establish the timing of allocations and address funding priorities among the projects. The Strategic Plan reconciles the timing of expected revenues with the schedule for when those revenues are needed in order for sponsors to deliver projects and services. It takes into consideration the availability of federal, state, and other funds beyond Measure A.

The 201~~64~~ Measure A Strategic Plan Update continues to provide a 20-year outlook for how the local transportation sales tax has been spent and will be spent. ~~While the 201~~64~~ Strategic Plan Update~~ contains few changes from the 2014 SPU, it is still-is particularly important useful because ~~TAM has managed the transportation sales tax successfully for eight years. This update it~~ continues to present to the financial community and the Authority's stakeholders at large a clear sense of the agency's strategy in managing its revenues and expenditures responsibly and cost effectively. It provides the best available understanding of when revenue will be available and how that revenue will be spent. The resulting assignment of dollars to programs and projects is a commitment to sponsors that the funds will be available. The Strategic Plan itself does not constitute a final funding commitment. Commitments to individual projects and programs are secured through actual allocation actions by the TAM Board.

The Strategic Plan makes provisions for project management oversight, administration, and overhead necessary to manage and oversee a program of this complexity. The Plan also accounts for the necessary reserves that take into account the fluctuations in sales tax revenue seen over the last several years of shifting economic trends. It programs funds for repayment to the Metropolitan Transportation Commission (MTC) for a loan of funds for the Hwy 101 Gap Closure, in lieu of previously planned debt financing. The first payment to MTC was made in FY 2008-09 and the last payment will be remitted in FY 2015-16. It also plans for debt financing beginning at the earliest in FY ~~2019-2017-18~~ for several Major Road projects. It programs funds according to realistic project and program schedules. The Strategic Plan provides the overall structure for the management of the sales tax revenues. Finally, guidance is provided for sponsors on requesting, utilizing, and reporting on the results of the sales tax allocated.

In short, the Strategic Plan provides the overall roadmap for the programming of Measure A funds consistent with sponsor's expectations. The Revenues and Expenditures Element of the Strategic Plan will continue to be updated annually to ensure that funds are readily available for the years needed and to prepare for debt issuance to accommodate project delivery.

As outlined in the Expenditure Plan, the revenues generated by the ½ cent sales tax are programmed to four Strategies and their associated Sub-Strategies. The Strategies and Sub-Strategies are as follows, with a brief summary of what the Strategic Plan includes for each:

**Strategy 1: Local Bus Transit**

Sub-Strategy 1.1: Maintain and expand local bus transit service

Sub-Strategy 1.2: Maintain and expand the rural bus transit system

Sub-Strategy 1.3: Maintain and expand transit services and programs for those with special needs—seniors, persons with disabilities, youth and low-income residents

Sub-Strategy 1.4: Invest in bus transit facilities for a clean and efficient transit system

**Strategy 2: US 101 HOV Gap Closure**

**Strategy 3: Local Transportation Infrastructure**

Sub-Strategy 3.1: Major Roads and Related Infrastructure

Sub-Strategy 3.2: Local Roads for all Modes

**Strategy 4: School Related Congestion and Safer Access to Schools**

Sub-Strategy 4.1: Safe Routes to School

Sub-Strategy 4.2: Crossing Guards

Sub-Strategy 4.3: Safe Pathways to School

**Strategy 1**—Marin Transit is the sole claimant for Strategy 1. The Expenditure Plan requires that Marin Transit prepare a Short-Range Transit Plan (SRTP)—to be approved by the TAM Board of Commissioners—that provides a 10-year outlook for revenues and needs for local transit in the county. The first SRTP was prepared and approved by the Marin Transit Board in March 2006 and accepted by the TAM Board as part of the approval process. ~~As~~Subsequent SRTPs ~~were~~ was incorporated into the Strategic Plan in 2009, 2012, and 2015. Currently, the 55% maximum share identified for Strategy 1 is fully programmed annually, consistent with local transit needs identified in the SRTP.

~~As required by the Measure A Expenditure Plan, Marin Transit will be updating its SRTP periodically. The last SRTP was adopted by Marin Transit Board in 2012, which was incorporated in the 2012 Strategic Plan Update. The entire SRTP, including the service plan, financial plan, and capital plan, will be updated by Marin Transit in the fall of 2014, which is after the adoption of the 2014 Strategic Plan Update. Marin Transit's SRTP will be incorporated into the 2014 Strategic Plan Update after its adoption later this year as an attachment under Appendix 7.~~

**Strategy 2**—While the funding horizon has shifted somewhat since the Expenditure Plan was created—making available some federal funds that were not originally planned for on the Highway 101 HOV Gap Closure project—the costs of construction rose. As a result, the full 7.5% of Measure A funds, capped at \$25 million, were programmed to this Strategy, which includes completing the multi-use path through Puerto Suello Hill and adding sound-reduction strategies in the project area. The entire facilities were completed and a HOV Gap Closure Project completion ceremony was held in March 2011. While the HOV Gap Closure Project is complete, activities remain for Strategy 2. These includes tracking repayment to MTC on a loan secured for the Gap Closure Project, allocating Measure A funds to one remaining project that swapped its federal funds with the Gap Closure Project, and fulfilling commitments to backfilled State-Local Partnership Program (SLPP) funds with



Measure A Debt Reserved funds to projects in the Major Roads category. The last payment on the MTC loan ~~was remitted in December 2015~~~~is scheduled for FY 15/16~~ and the remaining project with swapped federal funds ~~was allocated in FY 15/16~~~~is scheduled for allocation in FY 14/15~~. For the SLPP commitments, \$2 million of the \$6 million has been allocated to two major road projects. It is anticipated that the final allocation on the SLPP backfilled will be made in FY 18/19.

**Strategy 3**—The approach to allocating funds to the two Sub-Strategies that comprise Strategy 3 is different in each case. Regarding Sub-Strategy 3.1, Major Roads and Related Infrastructure, programming of available sales tax revenues is recommended for the first few years for the development phases of the Major Road projects. The first major road project to start construction was the City of Novato’s Novato Boulevard in the Fall of 2007, followed by the City of San Rafael’s Fourth Street in Spring of 2008. Novato Boulevard is divided by three segments. Novato has completed Segments 2 and 3 of the project. Segment 1 of the Novato Boulevard project is scheduled to commence final design in FY 16/17 and construction in FY 18/19.

The Fourth Street project completed construction early 2009. San Rafael received an allocation of Measure A funds in March 2016 to conduct a scoping exercise on the second prioritized project, Third Street, in the Central Planning Area. Construction for the Third Street is scheduled for FY 19/20.

~~Since 2009~~, Mill Valley and Marin County have received funds for major roads. Mill Valley will ~~start construction on~~~~be entering into final design of~~ the Miller Avenue Rehabilitation Project in ~~the Summer of 2016~~~~FY 14/15~~ and Marin County completed the West Sir Francis Drake Boulevard Rehabilitation Project (Samuel P Taylor State Park to Platform Bridge) with a ribbon cutting ceremony held in February 2014. ~~Prior to completion of the West Sir Francis Drake Boulevard Rehabilitation Project~~, Marin County has also received funds~~also requested and received funds~~ to commence preliminary engineering for the Ross Valley Sir Francis Drake Boulevard Rehabilitation Project (Highway 101 to Ross Town limit).

Regarding Sub-Strategy 3.2, Local Roads for all Modes, programming is based on the local jurisdiction formula outlined in the Expenditure Plan, which is based on population and road miles within the local jurisdiction. The formula share was updated with the 2008, 2010, ~~and 2012~~, and 2014 Strategic Plan Updates, utilizing the most current population data from the California Department of Finance and lane miles from MTC. The measurement of lane miles versus road miles was a more accurate representation of each jurisdiction’s maintenance responsibilities. The distribution formula for the 20164 Strategic Plan Update will be updated once again with latest population and lane miles data.

**Strategy 4**—The three ~~Sub~~-Strategies comprising Strategy 4 are at various stages of implementation, and so funds are programmed accordingly. ~~Sub~~-Strategy 4.1, Safe Routes to School, has begun receiving an annual allocation based on the historical program cost with an assumed escalation over the next 20 years. ~~Sub~~-Strategy 4.2, Crossing Guards, has recommended programming for crossing guards at approximately 64 critical intersections. Measure B has been funding another 12 intersections. The Crossing Guard Program is entering its ~~seventh-tenth~~ year, having received its first allocation for the Fall 2006 school year. ~~Sub~~-Strategy 4.3, Safe Pathways to School, is the capital improvement element of the Safe Routes to School program. The initial set of projects, selected based on performance criteria and approved Safe Routes plans, were authorized in ~~the Falls of~~ 2007 and 2010. Projects were allocated with ~~the third cycle of funding in March 2015~~~~will start in the~~

| ~~summer of 2014~~. Estimated programming is included in this Strategic Plan; with specific projects listed in Appendix 3d.

The detailed dollar amounts programmed for each Strategy and Sub-Strategy are included as Attachments to the Strategic Plan (See Attachments 3-1 through 3-4.)

A number of policies are outlined or included in this Strategic Plan to make clear the actions, intentions and expectations of TAM. The policy elements discussed in this document include: the Separation of Strategies and Sub-Strategies, Reserves, Debt, Investments, Fund Swaps, and Strategic Plan Amendments. These policies are part of the structure and guidelines for prudent administration of the Measure A program.

Of paramount interest to local sponsors due to receive a portion of the sales tax revenues are the implementation guidelines; how sponsors, or claimants, receive and utilize the funds. This Strategic Plan provides various claimant policies, including: Eligibility for Funding, the Application Process, Allocations and Disbursement of Funds, Monitoring and Reporting Requirements, and Eligible and Ineligible Costs.

This Strategic Plan programming roadmap will serve as the starting line for sales tax usage. Each time a sponsor requests the next phase of funding for a project or program, TAM will assess progress and eligibility, assuring that sponsor reporting requirements are met. The incremental allocation of funds along with regular monitoring done by TAM staff will provide additional assurance that the goals of the Expenditure Plan, the strong message from voters, are being met.

| This assignment of the [current](#) estimated [\\$499332](#) million in sales tax revenue to the voter approved projects and programs will assure that the primary goal of the ½-cent sales tax for transportation is being met:

**Improve mobility and reduce local congestion for everyone who lives or works in Marin County by providing a variety of high quality transportation options designed to meet local needs.**

## I. Introduction

The Transportation Sales Tax Measure Expenditure Plan approved by voters as Measure A in November 2004 dedicates an estimated \$332 million in local sales tax revenues to transportation needs in Marin County. The current estimate is \$4~~9960~~ million.

The Strategic Plan implements the primary goal of the Transportation Sales Tax Measure, Measure A, as set forth in the Expenditure Plan:

**Improve mobility and reduce local congestion for everyone who lives or works in Marin County by providing a variety of high quality transportation options designed to meet local needs.**

The Expenditure Plan lists transportation projects and programs that are eligible for sales tax funds and establishes the maximum percentage of sales tax funds that can be allocated to each strategy over the 20-year life of the Expenditure Plan. The Expenditure Plan provided minimal guidance on the timing of allocation of the ½ cent sales tax revenue to each of the strategies. TAM has developed the Strategic Plan to establish the timing of allocation amounts, addressing funding priorities among the projects. The Strategic Plan reconciles the timing of expected revenues with the schedule for when those revenues are needed in order for sponsors to deliver projects and services. It takes into consideration the schedule of availability of federal, state, and other funds beyond Measure A; the debt issuance capacity within the Measure A program; and an assessment of the reasonableness of project and program schedules.

The Strategic Plan has been developed in close coordination with project and program sponsors. Independent but related efforts, such as the ongoing implementation of Marin Transit's Short Range Transit Plan, a 10 Year outlook of revenue capacity and needs, as well as the ongoing implementation of the comprehensive funding plan for the completion of the Highway 101 Gap Closure project, have been closely coordinated with TAM, to assure that sales tax revenues are not overstated, and are consistent with TAM forecasts and Expenditure Plan commitments. The resultant Strategic Plan continues to provide the overall roadmap for the programming of Measure A funds consistent with sponsor's expectations. The Strategic Plan will be updated every two years.

In the development of the Expenditure Plan, a number of themes on how the sales tax funds should be spent emerged. The Strategic Plan codifies these themes as *guiding principles*. These principles have guided the Strategic Plan policies and the specific programming recommendations, as Strategic Plan Updates are implemented:

1. Maximize leveraging of outside fund sources
2. Support timely and cost-effective project delivery, ensuring all strategies progress towards measurable improvements.
3. Maximize the cost effective use of sales tax dollars.
4. Promote a balanced use of funds throughout the County
5. Promote high environmental and conservation awareness.

These guiding principles guide both the policies on the use of Transportation Sales Tax funds, as well as programming recommendations.

The Strategic Plan makes provisions for project management administration consistent with the voter-approved Expenditure Plan and overhead necessary to oversee a program of this complexity. The Plan also accounts for the necessary reserves that take into account the fluctuations in sales tax revenue seen over the last several years of shifting economic trends. The Strategic Plan provides the overall structure for the management of the sales tax revenues. Finally, guidance is provided to sponsors on requesting, utilizing, and reporting on the results of the sales tax allocated.

The Strategic Plan roadmap will serve as the starting line for sales tax usage. Each time a sponsor requests the next phase of funding for a project or program, TAM will assess progress and eligibility, assuring that sponsor reporting requirements are met. The incremental allocation of funds along with regular monitoring done by TAM staff will provide additional assurance that the goals of the Expenditure Plan—a strong message from voters—are being met.

### ***A. The Transportation Authority of Marin***

TAM was created in 2004 by the Marin County Board of Supervisors to develop and administer the Expenditure Plan. With the passage of Measure A, TAM now manages the implementation of the transportation programs financed by the ½-cent, 20-year sales tax. TAM also serves as the designated Congestion Management Agency (CMA) for the County, providing countywide planning and programming for transportation related needs. TAM plays a leading role in the planning, financing and implementation of transportation projects and programs in the County.

The TAM sixteen member governing board comprises representatives from each of the cities and towns in Marin County, and all five members of the County Board of Supervisors. A Technical Advisory Committee (TAC), made up of Public Works staff, other local government staff and representatives of diverse public interests prioritize infrastructure improvements and make recommendations to TAM. A twelve member Citizens' Oversight Committee, made up of five representatives from the five planning areas and seven representatives from diverse interest groups in the County, report directly to the public on all issues related to the Expenditure Plan and sales tax use.

### ***B. Overview of the Strategies***

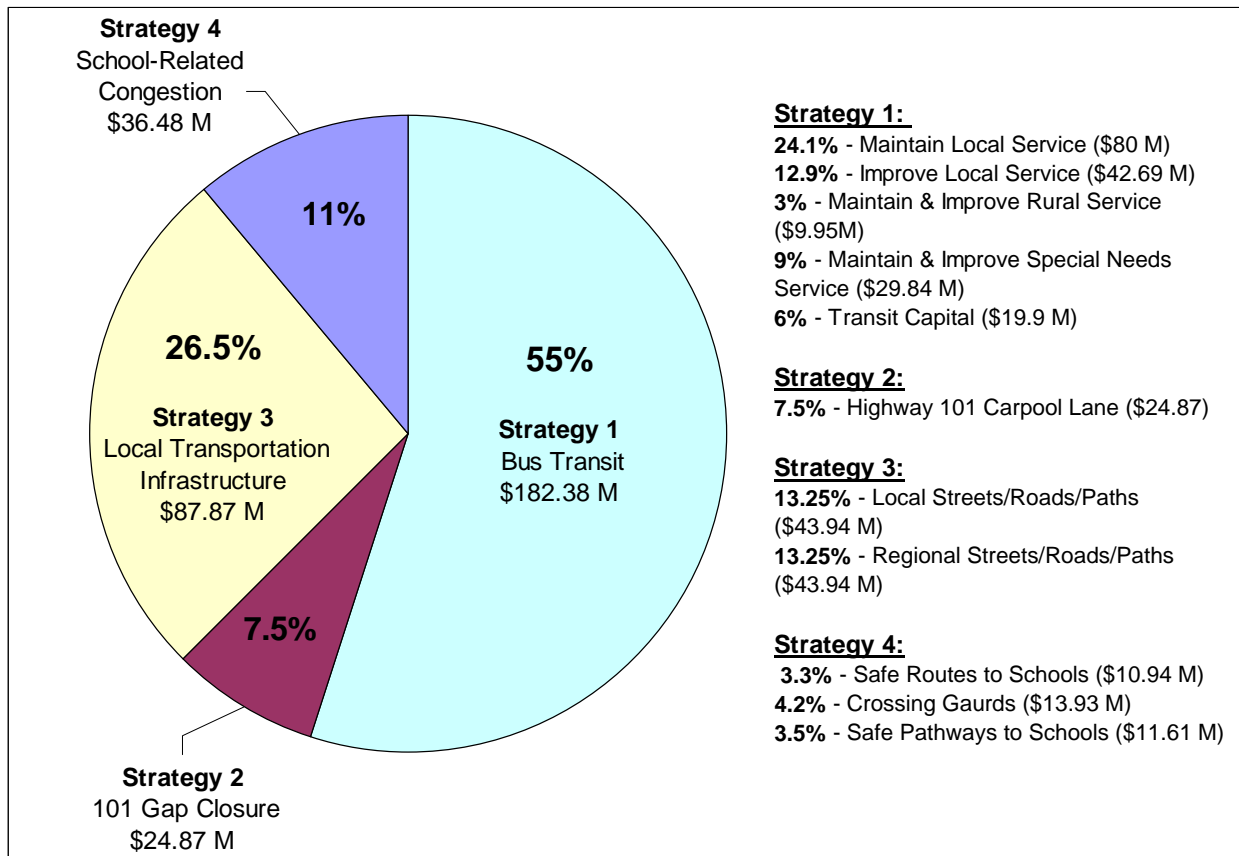
The development of the Transportation Sales Tax Measure Expenditure Plan was the result of over four years of planning and extensive input from the public and from the cities and towns of Marin County. The Expenditure Plan was developed with the assistance of five Citizens' Advisory Committees, representing diverse interests, including environmental, social justice, business and advocates for every travel mode and advocates for underserved populations including seniors, persons with disabilities, and those with limited income.

In order to meet the goal of improving mobility and reducing local congestion for everyone who lives or works in Marin County, the Expenditure Plan defined four strategies to provide improvements to multiple modes of travel, thereby improving future mobility. The strategies are:

1. Develop a seamless local bus transit system that improves mobility and serves community needs, including special transit for seniors and the disabled (paratransit services).

2. Fully fund and ensure the accelerated completion of the Highway 101 Carpool Lane Gap Closure Project through San Rafael.
3. Maintain, improve, and manage Marin County’s local transportation infrastructure, including roads, bikeways, sidewalks, and pathways.
4. Reduce school related congestion and provide safer access to schools.

The Expenditure Plan was based on the expectation that the ½-cent sales tax will generate approximately \$332 million (currently estimated \$499.60 million) over 20-years, net of expenses for administration and program management, debt service and bond issuance costs. The respective allocation for each strategy —by percentage and estimated revenue—is shown in the chart below.



Per the Expenditure Plan, each of the four strategies is further divided into sub-strategies. Each sub-strategy is allocated a percentage of actual sales tax receipts, after expenses. The sections that follow provide a brief overview of each of the strategies. A more detailed description of each—including the related sub-strategies and the current estimated figures, is included in Section III. D.

## 1. Strategy 1: Local Bus Transit

**Develop a seamless local bus transit system that improves mobility and serves community needs, including special transit for seniors and the disabled (paratransit services).** – 55% of sales tax revenue will be used for this strategy, which is intended to support and maintain a local bus (and paratransit) service that meets the needs of the local community.

As transportation funding has failed to keep pace with the need for it, it has become increasingly difficult to maintain transit services that effectively provide mobility to the communities that rely on them. Strategy 1 is specifically intended to help meet this need. It is divided into four sub-strategies:

1. Maintain and expand local bus transit service
2. Maintain and expand the rural bus transit system
3. Maintain and expand transit services and programs for those with special needs
4. Invest in bus transit facilities for a clean and efficient transit system

Marin Transit is the sole claimant for Strategy 1. Marin Transit developed its first Short-Range Transit Plan (SRTP), approved by the MCTD (predecessor to Marin Transit) Board on March 20<sup>th</sup>, 2006, a 10 year outlook of revenues and needs of local transit service in Marin County. The latest adopted SRTP is incorporated to the Strategic Plan Update. The SRTP correlates specific programs and projects with the sub-strategies that make up Strategy 1. The TAM Board of Commissioners approved the SRTP, as part of the Strategic Plan approval process, committing to the funding levels outlined in the SRTP. The SRTP and its related Service Plan continue to be implemented by the Marin Transit Board and staff.

## 2. Strategy 2: US 101 HOV Gap Closure

**Fully fund and ensure the accelerated completion of the Highway 101 Carpool Lane Gap Closure Project through San Rafael** – 7.5% of sales tax revenue will be used for this strategy, which includes completing the final segments of the HOV lane and including elements that will improve this project in the neighborhoods adjacent to it, including landscaping, noise reduction, completion of the multi-use path through Puerto Suello Hill.

The Highway 101 Gap Closure project has been the highest priority transportation project in Marin County for over two decades. Initially, the costs for design and construction of the project were to have been paid for with federal and state transportation funds through the State Transportation Improvement Program (STIP). At the time that Measure A was passed, the STIP had been unable to meet the demands of cities and counties for several years. This dire situation is likely to continue unabated for several more years, as fuel tax revenues are barely able to keep up with maintenance needs of the existing system. The Measure A Program came along at a time when local funds are more often expected to make up for the shortfalls at the state and federal levels on major projects such as the Highway 101 improvements.

Since the passage of Measure A, the Metropolitan Transportation Commission dedicated discretionary federal funds to the Highway 101 Gap Closure project, covering a portion of

the escalating project costs. Measure A funds are being used to cover remaining carpool lane costs, as well as the design and construction of an adjacent bike path and a sound-absorbing facing for the planned and existing soundwalls. All available Measure A sales tax funds have been used to complete the final segment - Segment 4 over Puerto Suello Hill.

### **3. Strategy 3: Local Transportation Infrastructure**

**Maintain, improve, and manage Marin County’s local transportation infrastructure, including roads, bikeways, sidewalks, and pathways** – 26.5% of sales tax revenue is used for this strategy, which includes roads, bikeways, sidewalks, and pathways of local and regional significance.

The purpose of this strategy is to provide funding to maintain and improve transportation infrastructure that is of county-wide significance, as well as those that primarily serve local jurisdictions. Half of the funds are allocated for regionally significant facilities, while the other half are allocated for local facilities.

The Measure A sales tax funds help to address the over hundreds of millions of dollars in road rehabilitation needs facing local jurisdictions in Marin County. With the majority of available federal and state funds dedicated to the maintenance and rehabilitation of state highways and bridges, the Measure A funds begin to address a historical backlog of local road needs.

Since inception of the Measure A program, a number of Major road projects have been developed and are underway, including Novato Boulevard Rehabilitation in Novato, the 4<sup>th</sup> Street West End improvements in San Rafael, Miller Avenue in Mill Valley, West Sir Francis Drake Boulevard in West Marin County, and Sir Francis Drake Boulevard in Ross Valley.

### **4. Strategy 4: School Related Congestion and Safer Access to Schools**

**Reduce school related congestion and provide safer access to schools** – 11% of sales tax revenue is used for this strategy, which includes Safe Routes to School, Crossing Guards, and Safe Pathways to School.

The purpose of this strategy is to provide a reliable funding stream for school-related transportation and safety issues. School-related traffic is a significant contributor to congestion in the county, generating over 21% of morning peak period trips. Strategy 4 provides several programs to improve school-related traffic and safety.

The Safe Routes to School program was established in 2000 and has proven to be very successful—increasing alternative mode use and reducing single-student occupant auto trips by over 15%. The overall program utilizes the following elements to maintain success and deliver a comprehensive solution to school related congestion:

- Education – of students, parents, school administrators and teachers, as well as the community on alternative strategies for school travel and ways to enhance safety of school trips,

- Encouragement - of students and parents to select alternative modes of travel to school,
- Enforcement – of safe practices of crossing busy streets , as well as safe practices in biking and walking to school,
- Engineering – of improvements around school sites to make access safer and more usable for all modes, and
- Evaluation – of the program in the eyes of school administrators and teachers, parents, students and the community to determine what else needs to be done and whether existing programs need to be changed

Measure A provided funding to continue this successful program beyond the 2004-2005 school year, when the previous funding expired. In addition to continuing the program, Measure A is allowing it to be expanded to all schools in the county. At present, nearly 50 schools have active Safe Routes elements underway at the schools. Goals for expansion particularly include more activity around high-schools. TAM is piloting two new innovative programs as part of the Safe Routes strategy – the School Pool Program to get students and parents to carpool to school, and the Street Smarts Program, an innovative program of marketing safety for drivers, cyclists, and pedestrians, on the heaviest and most dangerous streets in our local jurisdictions. If proven successful, these programs will be expanded to all jurisdictions in Marin.

The Crossing Guard program provides funding for trained crossing guards at approximately 75 (increasing to 76 in the upcoming year) key intersections throughout the County. Measure A expenditures will account for 64 of the guards in the program. In accordance with the Expenditure Plan, the crossing guards are provided by a professional company that specializes in crossing guard programs in order to “eliminate liability concerns and to ensure that there are well trained crossing guards with back-ups for every critical intersection.” The program was evaluated in 2009 and 2013 and found by the survey participants to be a good expenditure of Measure A funds.

The Safe Pathways program is integral to the success of the overall strategy; it is the capital improvement element of the Safe Routes to School program. This program provides funds to design and construct projects identified through the implementation of the Safe Routes Plans developed under the Safe Routes to School program. Typical projects might include the construction of pathways, sidewalk improvements, or traffic safety devices. In 2007, ~~and~~ 2010, ~~and 2015~~ approximately over \$7.44 M million in project funding was awarded to local schools and Marin’s cities, towns, and the County, to enable a number of safe pathway projects to be constructed over the next few years.

### ***C. Strategic Plan Purpose & Guiding Principles***

This Strategic Plan serves as the programming document for the programs and projects that are contained in the four strategies defined in the Expenditure Plan. In the development of the Expenditure Plan, a number of themes on how the sales tax funds should be spent emerged. The Strategic Plan codifies these themes as guiding principles. These principles guide the Strategic Plan policies and the specific programming recommendations:



### **1. Maximize leveraging of outside fund sources**

The ability of local sales tax to serve as an incentive to match outside fund sources is a distinct advantage realized by the passage of the Transportation Sales Tax Measure. The message sent by voters that the County is willing to fund many of its transportation needs create opportunities at the federal, state, and regional level for funding to come to Marin County. The ability to utilize these sources will provide TAM with the flexibility to respond to emerging transportation issues. The active pursuit of these opportunities, whereby sales tax within the framework of the Expenditure Plan can be utilized to bring additional funds to the County, will continue to be a primary focus of TAM. A discussion of TAM's successful leveraging efforts to date is included in Section III.C.3.

### **2. Support timely and cost-effective project delivery, ensuring all strategies progress towards measurable improvements.**

With the recent dearth of funding at the federal and state level resulting in an increasingly larger backlog of transportation needs, it is imperative that local dollars be utilized efficiently and effectively. Local dollars should be actively delivering those projects with the greatest local impact based on measurable performance criteria. Projects or programs that progress towards delivering a public improvement should receive priority funding. Funding commitments should be examined for projects or programs that are not progressing adequately toward delivery, and remedies to promote progress should be actively supported by TAM. All strategies should progress towards measurable improvements.

### **3. Maximize the cost effective use of sales tax dollars.**

The projects and programs envisioned in the Expenditure Plan may only be deliverable if they receive a concentrated influx of funding over a relatively short time period. The timing of sales tax collection may not exactly fit the delivery needs of projects. While the Expenditure Plan envisioned the need for advancing sales tax revenue for the largest of its projects, the Hwy 101 Gap Closure project, the Strategic Plan process will examine the need to advance funds for other project delivery needs as well. This can be accomplished in a variety of ways, by the leveraging of outside fund sources, the loaning of revenue within or between Expenditure Plan strategies, and the advancing of sales tax through short or long-term debt financing, all of which will be considered. The imperative to advance funds through financing means that, over the 20-years of the Expenditure Plan, fewer dollars will be available for projects and programs because of the need to pay interest. The trade-off is the ability to deliver projects early on, for the benefit of Marin residents today. Prudence dictates that we strike a balance between accelerated delivery and financing costs, and minimize—to the extent feasible—the cost of financing.

### **4. Promote a balanced use of funds throughout the County.**

The Expenditure Plan provides the basis for how funds are distributed throughout the County over the life of the Measure A program. TAM will remain committed to working with program and project sponsors to move all strategies forward simultaneously to provide a balanced expenditure of Measure A funds throughout the County.

**5. Promote high environmental and conservation awareness.**

TAM will remain committed to working with program and project sponsors in a cooperative manner to deliver the Measure A program with attention to environmental and conservation awareness. Allocation of Measure A funds for right of way capital and construction will be contingent upon demonstration of completed environmental documentation. Attention shall be paid to any impacts on local traffic circulation, bike and pedestrian safety and accommodation, minimizing disruption to Marin County residents.

## II. Policy Elements

The Strategic Plan sets policy and provides guidance for the administration of the Measure A program, ensuring prudent stewardship of the funds. Policies considered by the TAM Board and incorporated into this document not only guide the financial decisions TAM expects to make but also will determine how sales tax funds are allocated to specific projects and programs. Some policies have been adopted as separate and distinct actions of the TAM Board; others are defined in this Strategic Plan.

### A. *Separation of Strategies & Sub-strategies Policy*

The Strategic Plan captures the intent of the Expenditure Plan in assigning funding commitments to the four key Strategies. The Expenditure Plan is organized around four strategies designed to protect the environment and quality of life enjoyed in Marin County. Each strategy is supported by specific but flexible programs that have been designed to “provide a high degree of accountability to the voters.” In the Strategic Plan, a percentage share of Measure A revenues is programmed to each strategy or sub-strategy within the four strategies. As sales tax receipts increase or decrease, the dollar amounts programmed to each strategy and sub-strategy may fluctuate accordingly, but the overall percentage will be maintained.

For purposes of developing the Revenue and Expenditure element of the Strategic Plan, financial assumptions concerning how Measure A revenues would be programmed, interest earned, and funds borrowed between strategies were developed. These assumptions have guided the development of the fund tracking and monitoring systems, which track what levels of sales tax have been expended for each strategy and sub-strategy over time. In general, for tracking purposes, each strategy or sub-strategy is considered as a discreet and separate “fund” that is eligible for its percentage share of revenues annually. Sales tax revenue may be allocated for eligible projects and programs within the strategy or sub-strategy annually or they may be allocated at a later time.

The Expenditure Plan states that “actual revenues will be programmed over the life of the Plan based on the percentage distributions identified in the Plan.” The actual requirements for funds in a specific program or sub-strategy may be higher or lower than the projected revenue availability in any given year. To address these variances, annual allocations may be greater than or be less than the amount available. With the biennial updates to the Strategic Plan, and the annual updates to the Revenue and Expenditure element within the overall Strategic Plan, status information on actual expenditures will be presented and reconciliation options discussed, to ensure that percentage distributions will be achieved over the life of the plan.

Borrowing between strategies or sub-strategies is allowed to the extent it lessens debt financing and allows projects and programs to move forward based on their readiness. In the biennial Strategic Plan updates, and the annual updates to the Revenue and Expenditure element, revenues and expenditures within each strategy and sub-strategy will be reported and options for reconciling any share imbalance will be discussed. At the sunset of the Measure, each of the strategies will have received their respective percentage shares per the Expenditure Plan.

Interest earnings on Measure A fund balance are allocated as determined by the TAM Board. In November of 2006, the TAM Board allocated a specific amount of interest revenue, \$225,000, to the Highway 101 Gap Closure project to close a funding gap in the project in order for the project to proceed to construction. This revenue was consistent with interest collected, in that several years of Highway 101 revenue had been accumulated, pending major construction on the corridor starting. In 2010, the TAM Board allocated \$300,000 to SMART design needs for the Highway 101 Gap Closure. In 2013, the TAM Board made two allocations in the amounts of \$85,000 and \$250,000 to the Golden Gate Ferry Shuttle and an insurance policy for the SMART Central Marin Ferry Connection, respectively. [The TAM Board continued to fund Golden Gate Ferry Shuttle in 2014 and 2015 at the same amount of \\$85,000 each year.](#)

Besides the abovementioned allocations, routine maintenance of the primary north-south trunk-line multi-use path system, known in part as the North-South Greenway, has been adopted by the TAM Board as an eligible expenditure of interest earned on fund balances. TAM conduct an inventory of what is needed to provide maintenance of the existing North-South Greenway path system, examining primary Class 1 bi/pedestrian facilities, Class 2 facilities, and differentiating between those facilities built, funded, and not-yet funded. In February 2008, the TAM Board adopted a policy of allowing for a 50% reimbursement of routine maintenance cost of local Class 1 bike/pedestrian facilities of regional or countywide usage and significance, approved on a case-by-case basis. This policy allows TAM to utilize Measure A funds, with bike/pedestrian path maintenance an allowable expense under the original Expenditure Plan, to offset the high cost of a regionally significant facility being built maintained by a local jurisdiction within Marin County. This policy does not preclude the TAM Board from allocating Measure A interest earnings to other projects in the Expenditure Plan if it deems necessary.

Local jurisdictions, defined as the County of Marin as well as the cities and towns of Marin County, who are responsible for routine maintenance of the Class 1 multi-use path facility may apply for the Measure A Transportation Sales Tax interest funds. TAM will provide up to 50% on a reimbursable basis, to local jurisdictions in which the path segment lies. Projects are to be considered by the TAM Board on a case-by-case basis and exception was made for the maintenance Puerto Suello Hill multi-use path. In its agreement with the City of San Rafael, TAM agreed to pay the City \$40,000 annually in advance. Maintenance cost of the path is estimated to be over \$80,000 annually and the City agreed to cover the difference.

Over the life of the plan, all direct Measure A sales tax revenues will be programmed according to the percentage distributions identified in the Expenditure Plan.

Specific policies related to programming sales tax revenue to strategies and sub-strategies are discussed in the *Revenue & Expenditure* section of the Strategic Plan.

### **B. Reserve Policy**

The Expenditure Plan states “The Authority will also have the ability to set aside a reserve fund of up to 10% of the annual receipts from the tax for contingencies, to ensure that the projects included in this plan are implemented on schedule.” The purpose of establishing a reserve is to not only ensure that projects are implemented on time, but to allow for fluctuations in annual sales tax receipts that might negatively impact ongoing operating programs. The impacts on revenue availability to strategies of establishing a 5% and a 10% annual reserve fund were

analyzed. Given that the reserve fund is only one mechanism TAM will use to address fluctuations in sales tax revenue and that a conservative (low) sales tax forecast will be used, a 5% annual reserve is established for the first five years of the Strategic Plan. The conditions and process for disbursing revenues from the reserve will be considered in future policy discussions of the Board.

### **C. Debt Policy**

The Transportation Sales Tax Measure Expenditure Plan acknowledges and allows for debt to be issued for expediting the delivery of transportation projects. As envisioned in the Expenditure Plan, approximately \$30 million in debt capacity is reserved in the Strategic Plan to meet the cash flow needs of the 101 Gap Closure project, estimated at \$25 million and other eligible projects, and estimated \$5 million. Issuing debt was originally anticipated to meet the cash demand for the Gap Closure Project, but an infusion of \$12.5 million in federal funds loaned by MTC in 2007 in exchange for future Measure A funds alleviated this demand. The MTC loan secured offers more favorable terms and lower interest expenses to TAM compared to private bond financing. However, in order to meet the rapid repayment schedule and other funding commitments under Strategy 2, it ~~was~~ necessary for TAM to borrow from the 5% reserve set aside starting in FY2012-13. At any time, TAM will maintain a reserve level over \$1 million. And reserve will be restored to its intended level by debt reserve funds off the top once the MTC loan is fully repaid.

Issuing debt may still be necessary for the major road projects from Strategy 3.1. Based on the current construction schedules for several major road projects, debt financing is anticipated in FY2014-2016 if projects do not experience delays. A specific description of debt financing assumed in the Strategic Plan is provided in Section III.B.

The debt policy that the TAM Board adopted in July 2007 provides a framework for issuing debt, addressing restrictions on the amount and type of debt to be issued, the issuance process, and the management of the debt portfolio.

Objectives of TAM's debt policy are to:

- 1) Maximize the use of Measure A cash and other leveraged funds to capital projects, thereby minimizing the amount of debt required to deliver projects cost effectively and in a timely manner;
- 2) Maintain cost effective access to the capital markets through prudent yet flexible policies;
- 3) Moderate debt principal and debt service payment through effective planning and project cash management in accordance with TAM project sponsors; and,
- 4) Achieve the highest practical credit ratings.

An effective debt management policy provides guidelines to manage a debt program in line with the available resources. Adherence to its debt management policy signals to rating agencies and the capital markets that TAM is well managed and will likely meet its obligations in a timely manner.

To assure that Major Road projects that may require debt financing have an assured scope, cost, and schedule, so as to issue debt only when necessary, TAM staff recommend a policy revision

as part of this Strategic Plan Update whereby the local jurisdiction responsible for the delivery of the Major road project will be required to adopt a project scope, cost, and schedule through the local governing board in a timely manner to allow TAM to pursue the issuance of debt without undue delays to the project. This board action will be accompanied by a request to TAM to supply sufficient Measure A funds, in accordance with the project's funding plan, and in accordance with the project's expected cash flow needs. TAM will reserve the right to supply Measure A or equal funds to meet the project's needs.

#### ***D. Investment Policy***

The TAM Administrative Code Article VI, Section 106.8 states that "all funds of the Authority will be invested in the manner and upon the conditions set forth in Government Code 53601, and the receipt, transfer or disbursement of such funds during the term of the Agreement shall be accounted for in accordance with generally accepted accounting principles applicable to governmental entities." The Marin County Director of Finance is appointed as TAM's Treasurer by the Board. Currently, TAM holds investments in both the Marin County Investment Pool and CalTRUST. CalTRUST is a program established by public agencies in California for the purpose of pooling and investing local agency funds.

To expand upon the Administrative Code, TAM developed an investment policy with the help of its financial advisor team and input from the Marin County Department of Finance. The TAM Investment Policy was adopted by the Board in April 2007. This policy has been reviewed and updated annually. The following objectives were set forth in the policy:

- a) **Preservation of capital through high quality investments and by continually evaluating the credit of financial institutions approved for investment transactions, and securities considered and held in safekeeping;**
- b) **Maintenance of sufficient liquidity to enable the participants and other depositors to meet their operating requirements; and**
- c) **A rate of return consistent with the above objectives.**

#### ***E. Fund Swap Policy***

The Expenditure Plan envisioned the role of other fund sources to help meet Marin's transportation needs. It recognized that the sales tax funding opened up new opportunities to compete for state and federal grants that require a local match. The Expenditure Plan also discusses TAM's authority to bond "and use other financing mechanisms for the purposes of expediting the delivery of transportation projects and programs and to provide economies of scale." The Expenditure Plan specifically mentions that TAM will be able to use "other means to accelerate the delivery of projects and programs, including seeking outside grants and matching or leveraging tax receipts to the maximum extent possible."

Leveraging funds through a "fund swap," i.e., exchanging Measure A funds for an equivalent or greater amount of state or federal dollars is one mechanism that TAM will utilize in the delivery of the Measure A program. In its role as the Congestion Management Agency for Marin, TAM

has the responsibility for programming the majority of state and federal funds that come to the county. TAM is therefore well-situated to identify opportunities where such an exchange would be appropriate. Specifically, TAM looks for fund swap opportunities that meet one or more of the following criteria:

- The fund swap will in some way reduce overall project costs of TAM sales tax strategies, e.g. by reducing or eliminating the need for other financing.
- The fund swap will facilitate the accelerated delivery of TAM's sales tax strategies.
- The fund swap will facilitate the accelerated or reduced delivery cost of TAM funded projects that would otherwise have been funded with federal funds.

TAM has engaged in a number of fund swaps that have accelerated the delivery of TAM funded projects and programs, specifically projects and programs that would have been delivered with federal funds. These fund swaps include the following:

- **TE/TLC/STP Funds** - In December 2005, TAM approved the swapping of federal funds and Measure A funds, originally programmed to the Highway 101 Gap Closure Project, to alleviate burdens on local project sponsors which would have otherwise used federal funds on smaller projects. The Highway 101 Gap Closure Project was already "federalized", meaning that it had already met all requirements to use federal funds, and would not incur any additional burden by adding more federal funds.

The total amount of swapped federal funds includes \$1.039 million in Transportation Enhancement (TE) funds, \$1.392 million in Transportation for Livable Communities (TLC) funds, and \$3.48 million in Surface Transportation Program (STP) funds. The federal funds were programmed to the Highway 101 Gap Closure Project with the commitment from TAM that the equal amount of Measure A funds would be programmed to other projects in the County that would have otherwise used these federal funds.

- [State Local Partnership Program \(SLPP\) - In July 2010, the TAM Board committed nearly \\$6 million in SLPP funds to the Major Roads Category of Strategy 3.1. However, in July 2011, the TAM Board diverted all available SLPP funds from the Major Roads category to the SMART project. Concurrently, the TAM Board directed the same amount of Measure A Debt Service Reserve to the Major Road Category to make those projects whole. To date, \\$2 million of the \\$6 million available has been allocated to two projects: West Sir Francis Drake Boulevard in the West Planning Area and Miller Avenue in the South Planning Area. The remaining \\$4 million is still available for allocations to three Planning Areas \(North, Central, and Ross Valley\). The commitment to backfill SLPP funds with Measure A Debt Service Reserve is anticipated to be satisfied in FY 18/19 when project sponsors plan to go to construction on Major Road projects. As noted previously, the targeted FY 18/19 date can be delayed if construction schedules do not proceed as planned.](#)
- **NTPP** - Concurrent to the abovementioned funds swap, TAM approved the below list of County TE projects that would be receiving Measure A funds, including \$400,000 to City of San Rafael's Medway/Canal Improvement Project. TAM helped to facilitate a transaction between Marin County and the City of San Rafael to swap \$265,300 in

Measure A funds with equal amount in Non-motorized Transportation Pilot Program (NTPP) funds in order to assist Marin County to implement its Bicycle Signing and Striping Project more expeditiously.

- Safe Routes to School – TAM received federal Safe Routes to School funding as part of the Block Grant Program [and One Bay Area Grant \(OBAG\) Program](#) from MTC. The funds were intended to establish a Safe Routes to School Program in each CMA, but Marin already has a mature and respected Safe Routes to School Program that was being modelled in other counties. Furthermore, the federal funds could not be used in TAM's existing Safe Routes to School contract because the contract was not "federalized." In consultation with MTC, the federal funds were programmed to the County for the Strawberry Point and Venetia Valley Safe Pathway capital projects [and to San Rafael for the Grand Avenue Bridge project](#) and equivalent Safe Pathway funds were programmed to the existing Safe Routes to School Program.

#### ***F. Compliance Audit Policy***

The Measure A Expenditure Plan provided TAM with the authority to audit all Measure A fund recipients for their use of the sales tax proceeds. An independent compliance audit is explicitly permitted under the terms and conditions of TAM's funding agreements/contracts with all Measure A funding recipients. Compliance Audits are typical practice amongst sales tax agencies around the state. With the assistance of TAM's Citizens' Oversight Committee, the TAM Board adopted the Measure A Compliance Audit Policy at its October 28, 2010 Board meeting. TAM has been conducting annual Measure A compliance Audits since FY2011-12.

#### ***G. Strategic Plan Amendment Policy***

The Strategic Plan is the programming document that directs the use of the transportation sales tax revenue over the next 20 years. The Strategic Plan provides the intent of the Board and resultant assurance to sponsors. While the programming is a statement of intent, the Board must approve individual allocations before the sales tax can be used.

It is envisioned that annual adjustments to the Revenue and Expenditure element of the Strategic Plan will be routinely done to update revenue status, and allow adjustments to programming. These are envisioned to occur at the change of the Fiscal Year in June/July. For any other adjustments in the revenue and expenditure element that occur prior to the annual update, and which result in a reduced use of sales tax, the change will be noted in the allocation action of the Board, but an amendment to the Strategic Plan's revenue and expenditure element will not be necessary. If changes in the revenue and expenditure element result in increased use in sales tax over \$250,000, these changes will be noted in the allocations action of the Board, and an amendment to the Strategic Plan's revenue and expenditure element will be approved simultaneously.

An amendment to the strategic plan will be implemented as part of a regularly scheduled Board meeting. Noticing of the amendment will occur as part of the current process for noticing Board meetings. In all cases, the noticing shall comply with the Brown Act. Comments will be accepted at the meeting regarding the amendment. Approval of the amendment will occur at the



following Board meeting, allowing time for additional comment. Any changes to policies contained in the Strategic Plan will also necessitate an amendment to the Strategic Plan, done simultaneously with changes to the policy.

For amendment changes \$250,000 and under, the Board will have the authority to program funds from prior year(s) that were not allocated and/or unprogrammed carryover funds without formally amending the Strategic Plan and opening a formal public comment period. All TAM allocation actions will continue to be done at regularly scheduled and noticed TAM board meetings, allowing public comment and input.

### III. Revenues & Expenditures

The **Measure A – Transportation Sales Tax 20164 Strategic Plan** provides a 20-year outlook for how the local transportation sales tax will be spent. The Revenue and Expenditure Element of the Strategic Plan is the result of an analysis and modeling of revenue capacity, matched to project costs and project delivery schedules. The resulting assignment of dollars to programs and projects does not constitute a final funding commitment. Commitments are secured through actual allocations actions by the TAM Board to individual projects and programs.

#### *A. Updated Sales Tax Revenue Forecast Assumptions*

TAM evaluated and revised its revenue assumptions during the 20164 Strategic Plan update. The budgeted Measure A revenue level for FY20164-175, which is \$26.34 million, was used as the base for future revenue growth. With the steady recovery of sales tax revenue in the last sevenfive years in Marin County, staff recommended a 2% annual increase starting in FY2015-16.

It is anticipated that sales tax revenue projections will be updated annually as part of the Revenue and Expenditure update process. Actual revenue and expenditure data will be added to the forecast, which, through the effects of compounding, could impact future revenue estimates. Revised economic analyses could suggest that more robust growth forecasts should be applied at that time, or that continuation of conservative forecasts is the more prudent option.

#### *B. Off-the-top Expenditure Assumptions / Debt Capacity*

The Expenditure Plan indicates that allocations to strategies and sub-strategies are made after taking “off-the-top” expenses for administration, program management, debt service reserve and up to 10% reserve. The Expenditure Plan originally assumed a \$30 million bond issue in the first year of the sales tax.

For purposes of developing the revenue and expenditure plan, it is important to understand how funds are taken “off-the-top” and how the net amount available to strategies and sub-strategies is calculated.

Sales tax revenues are received monthly from the Board of Equalization. From the revenues remitted to TAM, the following off-the-top allocations are made consistent with the Expenditure Plan:

- 1% of sales tax receipts to TAM administration of the sales tax,
- 4% of sales tax receipts to sales tax overall program administration,
- \$2.35 million debt reserve for project expenditures under Strategy 2 and debt service and financing costs needed for the 101 Gap Closure project and other eligible projects,
- 5% of sales tax receipts reserved annually for the first five years of the Strategic Plan.

The remaining revenues are allocated to each sub-strategy, with the exception of Strategy 2, which is funded with the debt reserve, according to re-calculated percentage shares per the

Expenditure Plan. The above-mentioned off-the-top expenditures were envisioned at the time the Expenditure Plan was developed and approved. Funding levels programmed to strategies in this Strategic Plan, as well as allocated to strategies in the first year—such as transit and Safe Routes to School—reflect this off-the-top assumption.

As called for in the Expenditure Plan, debt payment is reserved off-the-top in the Strategic Plan to account for some form of debt financing. Specifically, approximately \$2.35 million is taken off-the-top for debt service and debt issuance costs annually, beginning in FY 2005-06. This amount was calculated based on a bond issuance of approximately \$30 million and interest assumptions at the time the Expenditure Plan was developed. Staff will revisit the debt finance assumptions before the issuance of the bond and adjust assumptions and bond reserve needs appropriately. Note that sufficient debt reserve will be maintained to cover Strategy 2 expenditures, including direct project design and construction support costs and repaying a MTC loan (\$12.5 Million for the Hwy 101 Gap Closure), paying the State Local Partnership Program swap, as well as debt issuance that may be needed for the delivery of Major Road projects.

Current schedules for several Major Road Projects indicate that funding needs will exceed revenues collected starting in FY2017-18. Staff will monitor the progress of the projects and present various financing options to the Board for review when financing appears imminent.

### ***C. Revenue and Expenditure Plan***

#### **1. Revenue Available for Programming**

The ½ cent sales tax forecast for Marin County is the gross revenue available for the Measure A Expenditure Plan. As noted previously, certain “off the top” deductions are made for expenditures required by law as anticipated in the Expenditure Plan. After the off-the-top expenditures and reserves are set aside, the amount available for programming to strategies is calculated based on the percentage share of each strategy and sub-strategy in the Expenditure Plan. Measure A sales tax revenue available for programming for each year of the plan period is shown in Attachment 1.

#### **2. Revenue & Expenditure Plan by Strategy/Sub-Strategy**

The Expenditure Plan dedicated funding to strategies and sub-strategies by percentage share. The four strategies and associated sub-strategies are progressing at slightly different paces, given the nature of the project or program.

The sales tax revenue and expenditures programmed for each strategy and sub-strategy are shown in the Attachments to this Strategic Plan:

**Attachment 1 – Sales Tax Revenues and Assignment to Strategies** – this table exhibits in tabular format the revenue available by Strategy in each of 20 years of the Strategic Plan.

**Attachment 2 – Sales Tax Programming Summary** – this table exhibits programming of each Strategy over the 20 years of the Strategic Plan.

**Attachment 3-1–Strategy 1: Local Bus Transit System Revenues and Expenditures****Attachment 3-2–Strategy 2: Highway 101 Gap Closure Revenues and Expenditures****Attachment 3-3–Strategy 3: Local Transportation Infrastructure Revenues and Expenditures****Attachment 3-4–Strategy 4: School-Related Congestion and Safer Access to Schools Revenues and Expenditures**

The tables in Attachments 3-1 through 3-4 provide the basis for which allocations to sub-strategies will be made. For each Strategy, there is a detailed table of planned revenues and programming to those revenues.

Methodology and assumptions for how funds are programmed for each strategy and sub-strategy are described in Section III.D Programming Methodology and Assumptions for Strategies. Note that many of the aforementioned strategies will require TAM and consultant support staff to manage their direct delivery. For purposes of establishing sales tax availability targets for each sub-strategy, direct project management costs were included as a cost to each strategy. For Strategy 2 project management costs are included in the overall capital cost of the project and may be funded with debt proceeds or with debt reserves in the first two years of the program. For Strategy 3, project management costs are included only for the major infrastructure projects. For all other sub-strategies, direct project management costs are deducted before sales tax revenue availability is calculated by percentage shares for each sub-strategy.

Note that at the end of each fiscal year, if direct project management costs are not expended as envisioned, the funds are returned to the Strategy and allowed to be claimed by the project or program sponsor in the following year.

**3. Fund Leveraging**

As discussed previously in this document, as well as in the Expenditure Plan, one of the important principles that guide the implementation of Measure A is the commitment to leverage sales tax revenues to help attract other regional, state and federal funds to transportation needs in Marin County. While the timing and availability of such funds is not always easy to predict, TAM has already proven successful at capturing federal funds largely due to Marin’s status as a self-help county. To date, \$21 million in CMAQ and \$19 million in additional STIP funds have been secured for the Highway 101 Gap Closure Project, as well as \$5.9 million in exchange funds. As a result of receiving these funds, the need for bonding has been postponed until at least FY20~~1940~~-2014, and the total amount of bond funds needed may be reduced.

Measure A funds for transit will assist in leveraging other local funds for the Local Initiatives program introduced in Marin Transit's Short Range Transit Plan by providing matching funds for local transit services. Additionally, new federal rural transit dollars will be matched with Measure A, and several federal, state, and regional transit capital grant programs can be accessed with the availability of Measure A funds.

TAM has utilized Measure A funds dedicated to engineering support for our Safe Routes to School program to develop grant applications for both state and federal Safe Routes programs. Marin has been very successful in securing federal and state grants, in large part due to the efforts of our Safe Routes team in developing grant applications supported by the local jurisdiction, the local neighborhood community, and the local volunteer task forces of parents and school officials who identify and support capital improvements around schools.

TAM staff will continue to work to identify potential funding sources that can likely be captured by leveraging sales tax revenues. TAM will continue to secure additional funding from regional, state and federal sources on an ongoing basis.

**D. Programming Methodology & Assumptions for Strategies**

**1. Strategy 1: Local Bus Transit**

Strategy 1 of the Expenditure Plan is to “develop a seamless local bus transit system that improves mobility and serves community needs, including special transit for seniors and the disabled (paratransit services).” Measure A provides a dedicated source of local funds for public transit which Marin Transit uses to plan and implement services for the County’s residents. The four sub-strategies in the Measure A Expenditure Plan and the share of Measure A revenue for each sub-strategy is as follows:

Sub-strategies	Percentage Share
1.1 Maintain and expand local bus transit service	37%
1.2 Maintain and expand the rural bus transit system	3%
1.3 Maintain and expand transit services and programs for those with special needs – seniors, persons with disabilities, youth, and low-income residents	9%
1.4 Invest in bus transit facilities for a clean and efficient transit system	6%
<b>Total</b>	<b>55%</b>

The Expenditure Plan required Marin Transit to prepare a Short Range Transit Plan (SRTP) every two years through a planning process that includes extensive public input from all areas of the county. Marin Transit embarked on development of a ten-year SRTP in the Spring of 2005. This SRTP was Marin Transit’s first, and was based on extensive data collection and community involvement. The SRTP and supplemental documents provide detailed performance data that address the criteria included in the Expenditure Plan. The TAM Board of Commissioners approved the SRTP in May 2006 as part of the Strategic Plan. Marin Transit subsequently updated the SRTP in 2009, ~~and 2012, and 2015~~ and these ~~2009 and 2012~~ SRTPs were incorporated in the ~~2009 and 2012~~ Strategic Plan Updates.

~~Marin Transit is in the process of preparing a comprehensive update of its SRTP for release in the fall of 2014. In 2012, the Agency prepared a full update of the SRTP including revised~~

~~goals, measures and standards, an updated service plan. The 2012 Marin Transit Board adopted Short Range Transit Plan is included as an attachment under Appendix 7.~~

~~A~~ Significant changes were incorporated since the ~~in the~~ 2012 SRTP ~~with~~ is the introduction of service typologies ~~to which~~ better match service delivery to community needs. These typologies have been developed through the ongoing planning work and offer a range of vehicles and services targeted at meeting local demands, gain public support and reduce costs to the agency.

~~The 2012 SRTP shows that~~ Marin Transit has been providing ~~des~~ four types of fixed route services:

- **Local Fixed Route.** The local fixed route program contains the majority of service within the County and consists of 18 routes. These services carry approximately 80% of the riders and account for 65% of the revenue hours within the Marin Transit system. These routes are all operated under a four year contract awarded by Marin Transit to Golden Gate Transit (contract expires June 30, 2016). All fixed route vehicles carry up to three bicycles.
- **Muir Woods Shuttle.** Marin Transit, in partnership with the National Park Service, assumed operation of the Route 66 seasonal service from Marin County in 2009. This service is operated by MV Transportation under contract to Marin Transit (a five year contract that expires 12/31/16).
- **Rural Stagecoach.** Branded as the West Marin Stagecoach, this service provides weekday and weekend service connecting two major transfer hubs to the west Marin area. This service is operated by MV Transportation under contract to Marin Transit (a five year contract that expires 12/31/2016). All Stagecoach vehicles can carry up to two bicycles.
- **Community Shuttle.** This program consists of six shuttle bus routes which provide neighborhood connector service in Tiburon, San Rafael, San Anselmo, Fairfax, and Novato. The shuttle routes are operated under contract for Marin Transit by Marin Airporter (a five year contract that expires 6/31/14). All shuttle vehicles can carry up to two bicycles.

Marin Transit also provides demand response service, which is curb-to-curb service offered to individuals who are unable to use fixed route transit services. Two primary types of demand response services are offered in Marin County:

- **Local Paratransit.** Paratransit service as mandated by the Americans with Disabilities Act is curb-to-curb service offered to individuals who are unable to use fixed route transit services due to disability. Marin Transit offers the Marin Access Paratransit Service, which is the primary type of paratransit service available in Marin County. Whistlestop, under contract to Marin Transit, provides local and regional (on behalf of Golden Gate Transit) Marin Access Paratransit by offering door-to-door service to individuals who meet the eligibility requirements for service under the Americans with Disabilities Act

(ADA). Whistlestop provides both the services mandated by the ADA and additional service outside of the ADA required service area.

- **Novato Dial-A-Ride.** The Novato Dial-A-Ride service provides a flexible route and demand responsive service primarily targeted to seniors, students, and persons with disabilities riding within Novato. This service started in August 2009 and replaced the EZ-Rider. The Dial-A-Ride is designed to provide passengers curb-to-curb pick-up and drop-off service in Novato. All trips must start and end within the City of Novato and everyone is welcome to use the service. Rides are scheduled by calling the reservation number up to seven days in advance. The Novato Dial-a-Ride vehicle can carry two bicycles. This service is operated under a three year contract awarded by Marin Transit to Whistlestop Wheels. ~~(an initial three year contract awarded on 7/1/2010 and will be extended for one year to expire 06/30/15).~~

Seniors and riders with disabilities also have access to other programs provided under the Mobility Management services. These services include the Volunteer Driver programs and the Catch-A-Ride subsidized taxi program.

- **Volunteer Driver:** Marin Transit currently supports two volunteer driver programs, the STAR program in Central Marin and the TRIP program in West Marin. These programs empower the rider to find their own driver by providing mileage reimbursement for their trips. Both programs are open to Marin residents who are over the age of 60 or who are eligible for paratransit. Both programs reimburse mileage at \$0.35 per mile. The STAR program allows for up to 100 miles of reimbursement per month and the TRIP program allows for up to 300 miles of reimbursement per month (to allow for greater distances in rural West Marin).
- **Catch-A-Ride:** Marin Catch-A-Ride allows Marin's senior and disabled individuals to travel by taxi at a discounted rate. Riders can schedule rides through the Catch-A-Ride call center which then organizes the trip with one of the participating taxi companies. This program allows riders to take up to eight rides a month with either a \$14 or \$18 subsidy (based on income level). Ride costs are calculated by mileage and exact fares are quoted to the rider over the phone at the time of scheduling. Since its launch in September 2012 over 1,400 riders have signed up to use the program and at the time of this publication riders were taking over 1,400 rides a month.

In addition to services provided, Marin Transit's most recent Capital Plan includes replacement of vehicles needed to operate service, bus stop improvement and maintenance funds, technology improvement projects including advancement of the Agency's real-time passenger information system and internal data management system, and contributions toward an operations facility.

Marin Transit continues to study the local needs of transit riders in the County through its ongoing planning, outreach, and data collection efforts. ~~Recent efforts include the 2012 Tiburon Transit Needs Assessment, the 2013 Countywide Transit Market Assessment, and the current Countywide Coordinate School Transportation Study.~~

The SRTP will continue to provide the foundation for the Strategy 1 revenues and expenditures in the Strategic Plan. The SRTP includes the maximum amount of Measure A funds available for the ten-year period, based on the forecasted sales tax availability by sub-strategy.

## 2. Strategy 2: US 101 HOV Gap Closure

Strategy 2 of the Expenditure Plan “fully fund and accelerated completion of the Highway 101 carpool lane gap closure project through San Rafael.” Eligible use of funds identified in the Expenditure Plan include completion of final construction segments through Central San Rafael and Puerto Suello Hill; noise reduction strategies to improve quality of life in adjacent neighborhoods; aesthetic and landscaping improvements; and completion of the north-south bicycle way through Puerto Suello Hill to improve bicycle safety. Note that while the other Strategies under Measure A receive a percentage share of funding under the Expenditure Plan, the Strategy 2 funding for the Gap Closure is capped at \$25 Million total. Any excess funds, of which there is likely to be none, are designated for usage under Strategy 1- transit.

In FY 2005-06, Measure A funds began to be utilized for the development of the Gap Closure’s Puerto Suello Hill bike/pedestrian path and sound-absorbing soundwall features. At that time, no Measure A funds had been utilized for the Gap Closure Segment 3 project through central San Rafael and including the 580 connector reconstruction, which began construction the Spring of 2006, except for construction oversight by TAM necessary on the project. Throughout FY 2005-06 and into FY 2006-07, TAM developed the multi-use path over Puerto Suello Hill and the sound-absorbing soundwall system, for incorporation into Caltrans’ carpool lane project. This last phase of major construction began in June 2007, and includes the path and soundwall construction. The facilities were completed and HOV Gap Closure Project completion ceremony was held in March 2011.

In December 2005, the TAM Board approved two “fund swaps” for reducing the amount of debt that will need to be entered into to fund the Highway 101 carpool lane. These “fund swaps” entailed the assignment of federal funds available to Marin County for other projects in exchange for Measure funds. The federal funds were available in Summer 2006, when the last phase of the Highway 101 carpool lane work started, with payback in Measure funds over a three year period starting in FY 2006-07. The total amount of swapped funds, \$2.432 million in Transportation Enhancement or “TE” funds, as well as \$3.48 million in Surface Transportation Program, or “STP” funds have were replaced by Measure funds and are identified in the programming summary for Strategy 2, Attachment 3.2. In October 2007, the TAM Board approved another agreement with MTC to exchange \$12.5 million in CMAQ funds for future Measure A funds. MTC agreed to provide the entire amount of CMAQ funds in FY 2008-09 while TAM will repay MTC with Measure A funds over seven years, with the last payment [made in December 2015, scheduled for FY 15/16.](#) In 2008, the TAM Board approved committing \$1.5 million in TDA Article 3 funds to the project in order to fulfill TAM’s financial commitments to the State.

All programmed Measure A funds have been allocated to the US 101 HOV Gap Closure project by the TAM Board, with most of the funds directly funded capital construction through a Cooperative Agreement entered into with Caltrans. The approved funds have been expended. Caltrans needs to bill TAM for reimbursement.



### 3. Strategy 3: Local Transportation Infrastructure

Strategy 3 of the Expenditure Plan addresses the need to “maintain, improve, and manage Marin County’s local transportation infrastructure, including roads, bikeways, sidewalks, and pathways.” Eligible uses of funds identified in the Expenditure Plan include a variety of roadway, bikeway, sidewalk and pathway improvements:

- Pavement and drainage maintenance;
- Signalization and channelization;
- Transit and traffic flow improvements;
- Transportation Systems Management and Demand Management;
- Improvements to reduce response times for emergency vehicles;
- Bike path construction and maintenance;
- Sidewalk and crosswalk construction and maintenance

The two sub-strategies in the Measure A Expenditure Plan and the share of Measure A revenue for each sub-strategy is as follows:

Sub-strategies	Percentage Share
3.1 Major Roads and Related Infrastructure	13.25%
3.2 Local Roads for all Modes	13.25%
<b>Total</b>	<b>26.5%</b>

#### 3.1 Major Roads and Related Infrastructure

The Expenditure Plan describes the Major Road and Related Infrastructure sub-strategy as targeting “the most heavily traveled and significant roads and related infrastructure in Marin County.” These are roads of countywide significance that may cross jurisdictional boundaries. Included in the Expenditure Plan is a list of roadways that were identified as “priority candidates” for funding under this sub-strategy (see Appendix 1.a).

Funds are allocated to the five County planning areas based on a formula weighted 50% by the population of the planning area and 50% by the number of road miles within the limits of the planning areas. This distribution will be balanced every six years to address changes in population and road mile figures (see Appendix 1.b for current distribution).

The Expenditure Plan assigned the responsibility for establishing the priorities for Major Roads projects to the Public Works Directors of each city, town, and the county working together with a Technical Advisory Committee (TAC). Through a process that was conducted over a 10 months period in FY 2005-06, the Public Works Directors and the TAC made recommendations to TAM regarding the anticipated distribution of Measure A funds under this sub-strategy. The prioritization process was based on the following performance criteria identified in the Expenditure Plan:

- Condition of roadway
- Average daily traffic
- Transit frequency
- Bicycle and pedestrian activity

- School access
- Accident history
- Opportunities for matching funds
- Geographic equity

As an initial exercise in implementing the Major Infrastructure sub-strategy, the Public Works Directors and the TAC reviewed the performance criteria listed in the Expenditure Plan and developed criteria descriptions and weighting criteria for evaluation of the roadway segments. The criteria definitions they developed are listed below:

- **Condition of roadway:** The Pavement Condition Index (PCI), a common standard of measure for roadways, was used to evaluate the roadway condition. The PCI is a numerical rating of the pavement condition that ranges from 0 to 100, with 0 being the worst possible condition and 100 being the best possible condition
- **Average daily traffic:** The Average Daily Traffic (ADT) is another industry standard, consisting of the total traffic volume on a roadway during a given period (from 1 to 365 days) divided by the number of days in that period.
- **Transit frequency:** Transit frequency is a measure of availability of fixed route public transit to the public. As an objective measure, the calculation of average daily bus seat trips was used as a performance measure.
- **Bicycle and pedestrian activity:** Bicycle and pedestrian activity was assessed by determining if the roadway includes an existing pedestrian facility and/or bicycle facility or if a pedestrian and/or bicycle facility is planned in the community's adopted Bicycle Master Plan.
- **School access:** School access was determined by the number of designated school zones included in the roadway segment.
- **Accident history:** Accident history was evaluated by calculating the number of accidents for a certain volume of traffic.
- **Opportunities for matching funds:** This performance criterion was evaluated by determining whether matching funds were available for the project. By obtaining matching funds, a project could be implemented with fewer Marin County tax dollars, freeing those dollars to be used on other projects.
- **Geographic equity:** The available funding based on the Expenditure Plan allocation formula determined the prioritization for this performance criterion. Further refinements to the geographic equity criterion will be achieved by examining the distribution of projects within each planning area.

The Public Works Directors reviewed the roadways identified in the Expenditure Plan and developed logical roadway segments limits based on local knowledge of the route within each of the planning areas. They also developed proposed weighting criteria for

the performance measures listed above. These weighting criteria were reviewed and refined by the TAC. The Public Works Directors and the TAC agreed that consideration of the opportunities for matching funds and the geographic equity performance criterion would be excluded from the initial selection of projects, but would be used in a second phase of the evaluation process.

The Public Works Directors completed a matrix that incorporated data for the performance criteria for evaluation using their preferred performance criteria weighting system. Based on this evaluation, the Public Works Directors then developed a preliminary list of priority segments, using a weighted system that reflected the importance of pavement and traffic as performance criteria.

In a concurrent effort, the TAC evaluated the roadway segments using a weighted system that reflected a more multi-modal consideration of the performance criteria, with greater weighting for transit frequency and bicycle and pedestrian activity (see Appendix 1.c, Project Prioritization Criteria for Major Roads). Although two distinct weighting systems were used, the Public Works Directors and the TAC evaluations resulted in the same priority ranking for the high ranking roadway segments.

Project sponsors for the priority segments were identified and agreed to by the Public Works Directors. Project sponsors were requested to develop project scopes for their segments, as follows:

- **Northern Marin**  
City of Novato – Novato Blvd between Diablo Avenue and San Marin Drive.
- **Central Marin**  
City of San Rafael – 4<sup>th</sup> Street between Red Hill Avenue and Grand Avenue.
- **Ross Valley**  
County of Marin – Sir Francis Drake Blvd between US 101 and Wolfe Grade and between Wolfe Grade and the Ross City limit. (note: these two segments tied in their scoring, so the County will come back with a proposal as to which goes first).
- **Southern Marin**  
City of Mill Valley – Miller Avenue between Camino Alto and Throckmorton Avenue.
- **Western Marin**  
County of Marin – Sir Francis Drake Blvd between Samuel P. Taylor and the Platform Bridge.

It was recommended by the Public Works Directors and agreed to by the TAC that the detailed scoping of the project will occur at the local level by the project sponsor. The draft scope will be brought back to the TAC for review. The approval of the scope will occur at a publicly noticed meeting of the local sponsor legislative body. TAM will post public notices regarding these projects as well as available project information on the

TAM website. TAM will receive a final scoping recommendation from the local jurisdiction.

The TAC will receive regular updates to the projects as they progress through their various phases of development. Furthermore, the TAM Board receives updates as sponsors request Measure A allocations. Since the Strategic Plan policies dictate that sponsors can only receive Measure A funds for the current phase of a project, the TAM Board is ensured to be kept abreast of a project's progress when funding requests are presented to for funding consideration.

Since inception, Measure A allocations were made to the following Major Roads projects:

- **Northern Marin**  
Novato Boulevard – Funding for the environmental document and PS&E of Segment 1 (Diablo Avenue to Grant Avenue). Full funding for the completion of Segment 2 (Grant Avenue to Eucalyptus Avenue) and Segment 3 (Eucalyptus Avenue to San Marin Drive). Segments 2 and 3 are completed.
- **Central Marin**  
4<sup>th</sup> Street, San Rafael – Construction funds were allocated in FY 2007-08. Project is completed. Approximately \$~~11.49.5~~ million is available for the next prioritized project in Central Marin, which is 3<sup>rd</sup> Street (2<sup>nd</sup> Street to Grand Avenue). San Rafael is the sponsor for 3<sup>rd</sup> Street. [Funds were allocated to San Rafael in March 2016 to commence preliminary engineering on 3<sup>rd</sup> Street.](#) If funding remains after completion of 3<sup>rd</sup> Street, the third prioritized project is Las Gallinas/Los Ranchitos/Lincoln with the County as the sponsor.
- **Ross Valley**  
Sir Francis Drake Boulevard between US 101 and Ross town limits – Funding for preliminary engineering was allocated to the County in June 2013. The segment from US 101 to the Ross town limit represents both priorities one and two of the Ross Valley Planning Area.
- **Southern Marin**  
Miller Avenue, Mill Valley – Funding for preliminary engineering began in FY 2006-07. Funding for PS&E [was allocated in May 2017. are programmed in FY 2014-15.](#) Funding for -construction [was allocated in March 2016.is programmed to begin in FY 2016-17.](#)
- **Western Marin**  
Sir Francis Drake Blvd from Samuel P. Taylor Park to the Platform Bridge – Funds for the environmental document and PS&E were allocated in FY 2006-07. Design funds were allocated in FY 2010-11 with construction in FY 2011-12. The project was completed in January 2014. Approximately \$~~935665~~,000 remains for the second prioritized project in the West Marin Planning Area, which is Sir Francis Drake Blvd from Fairfax Limit to Samuel P. Taylor (Shafter Bridge). The County is also the sponsor for this segment. While the remaining

funds are insufficient for the construction phase of the project, it should sufficient to conduct preliminary engineering to move the project as a “shovel ready” project for other funding.

Final programming of the capital portion of the projects will take place and allocations of funds considered by the TAM Board once the project scope is defined and environmental activity and design are substantially complete. For that reason, remaining capital funds are listed as a lump sum in the Strategic Plan by year, less the expenditures described above.

It will be impossible to guarantee the programming and allocation of funds for all of the Major Infrastructure segments in the years they are needed, without debt financing or some or type of loan strategy to allow the projects to proceed. Under the current revenue estimate for the sales tax, approximately \$64 million is available annually for the Major Infrastructure projects. There are not sufficient funds available for all projects to proceed simultaneously, without debt financing or other loan provisions.

With the exception of the Central planning area and possibly the Southern planning area, it should be noted that the current revenue assumptions only support funding the first prioritized projects in each planning area based on the current cost estimates for each project. Based on the current cost estimates for the first priority project in the Central planning area, Measure A funds would also be available for the second priority project.

Based on the costs and schedules on key major road projects shown in Attachment 3-3, the need to issue debt to ensure project delivery is anticipated in FY 20~~1915~~~~2016~~. Protocols have been established to issue debt and a team has been assembled to facilitate any transactions, including a financial advisor, a bond counsel and a disclosure counsel. Given that the costs to issue debt are significant and will lessen the overall Measure A revenues for other projects, it is the policy of the Strategic Plan to require a project sponsor’s board to adopt a project scope, cost, and schedule, and submit that information formally to TAM at least six months prior to anticipated debt issuance to ensure TAM that these projects are ready for delivery as scheduled and the costs are reliable.

### **3.2 Local Infrastructure for All Modes**

The Expenditure Plan recognized that each jurisdiction has unique needs and that local priorities are best identified at the local level. Because of this, Local Roads funds are distributed on a programmatic basis. Funds are allocated to local agencies based on a formula weighted 50% by the population of the local agency’s jurisdiction and 50% by the number of lane miles within the limits of that agency’s jurisdiction. This formula is updated on a biennial basis to address changes in population and road mile figures (see Appendix 2 for current distribution). The formula in the 201~~62~~ SPU was updated with the most current population data from the California Department of Finance and lane miles from MTC.

Local Infrastructure funds can be used for any eligible local transportation need identified by the jurisdiction’s Public Works Director and approved by the respective governing board. As defined by the Expenditure Plan, eligible projects include street and road projects, local transit projects, and bicycle and pedestrian projects. Where feasible,

locally defined bicycle and pedestrian projects will be implemented in conjunction with a related roadway improvement. This could include safety improvements, pedestrian facilities including disabled access, or bicycle facilities such as bike lanes or signage.

The TAM Board made its first allocation to local cities, towns and Marin County in July 2006, allocating funds available immediately as they had been accumulated over FY 2005-06, following the adoption of the original Strategic Plan. Since inception, the TAM Board has made annual allocations at the beginning of each fiscal year (as shown in Attachment 3-3).

To continually receive funds from TAM for Local Infrastructure needs, the local city/town and the county are required to submit a report at the end of each fiscal year outlining what the funds were spent on. The purpose of these reports is to have ongoing documentation showing that this element of Measure A funds was spent on eligible activity in accordance with the Expenditure Plan. It is up to each jurisdiction to decide what to spend the funds on, in accordance with the Measure Expenditure Plan. Reports are collected annually and posted on the TAM Website, in order for broad viewing of what our local transportation sales tax funds are being spent on.

#### **4. Strategy 4: School Related Congestion and Safer Access to Schools**

The Expenditure Plan identifies school-related trips as a “significant component of traffic congestion” in Marin, accounting for over 21% of all trips in the morning peak period. Consequently, Strategy 4 is intended “to make a significant improvement in local congestion while encouraging safe and healthy behavior” in the County’s young people.

Strategy 4 is comprised of three sub-strategies designed to complement each other with the overall objective of providing safer access to Marin schools. These sub-strategies include an educational/planning component and a capital improvement element, sub-strategies 4.1 and 4.3, respectively. Sub-strategy 4.2 represents an investment of Measure A funds in crossing guards.

The three sub-strategies in the Measure A Transportation Sales Tax Expenditure Plan and the share of revenue for each sub-strategy are as follows:

Sub-strategies	Percentage Share
4.1 Safe Routes to Schools	3.3%
4.2 Crossing Guards	4.2%
4.3 Safe Pathways to School	3.5%
<b>Total</b>	<b>11.0%</b>

##### **4.1 Safe Routes to Schools**

The Expenditure Plan describes Safe Routes to Schools (SR2S) as a “proven program designed to reduce local congestion around schools while instilling healthy and sustainable habits in our young people.” Sub-strategy 4.1 provides an on-going, long-term revenue source for the Safe Routes to School program that began in 2000 as a partnership between local parents and bicycle and pedestrian advocates. The program’s

mission was—and continues to be—to relieve congestion around schools by promoting alternatives to students being driven alone. In doing this, the program seeks to improve safety, create a healthy lifestyle for children, and enhance the sense of community in their neighborhoods.

Over the last several years, the Safe Routes program has expanded to include over 50 schools throughout the county. The program includes classroom education, special events, and Safe Routes development, mapping and engineering assistance. Structure is provided through the development of “Safe Routes Travel Plans,” which map out future improvements and target the use of funds used in sub-strategy 4.3, “Safe Pathways.”

The success of the Marin County program is based largely on the broad based involvement of parents, teachers, local public works officials, engineers, school administrators, and local elected officials, and law enforcement all working together with program staff to ensure that the program is successful over the long term.

TAM’s Safe Routes to Schools program continues to make a significant impact across the county, reducing car trips to and from schools and making a safer environment for all:

- In 2000, there were nine schools participating in Safe Routes to Schools; today, there are 55 schools, representing over 25,000 students.
- Since the program began, there has been an eight percent mode shift countywide from single-student car trips to walking, bicycling, riding a bus, and carpooling to/from schools.
- Twenty-four schools have exceeded the countywide average since joining SR2S. Old Mill and Tam Valley elementary schools in Mill Valley and Bacich Elementary in Kentfield, for example, have increased the number of green trips to/from their school by over 20 percent.
- Over 25 percent of families changed their travel mode because of SR2S.
- Over 110 Safe Routes to Schools infrastructure projects, totaling more than \$20 million, have been constructed or are currently under design.
- Street Smarts Marin continues to educate drivers, pedestrians and cyclists about safe traveling, and is deployed in 10 Marin communities.

In order to strengthen the relevance and long-term impacts of Marin’s Safe Routes to Schools program, it is constantly evolving and developing new ideas, and will need to continue to do so going forward. With that in mind, the program’s recent Evaluation Report lists recommendations, intended to improve the effectiveness of the existing program, setting it up for even greater success in future years. The following are some of the successes that address those recommendations

1. The consulting team of Parisi Transportation Consulting prepared a White Paper detailing the basic building blocks of a successful and sustainable Safe Routes to Schools program.
2. Four school districts have adopted a comprehensive Safe Routes to School policy and two other school districts are in the process of adopting a policy.
3. Safe Route to Schools has extended its reach into four more middle and high schools.

4. Safe Routes to Schools has expanded its reach on Facebook to five times the number of hits and its newsletter outreach to double its previous reach. It has instituted Walk and Roll Wednesdays as the core of the program.
5. Safe Routes to School has brought in a bi-lingual outreach specialist to work in the immigrant communities of Marin.
6. Marin representatives attend a quarterly meeting at MTC with other programs in the Bay Area. It has hosted meetings with other Bay Area programs that work with high schools and helped to put on the first Bay Area Youth Conference on Transportation.
7. Safe Routes to School continues to collect Student Tally Surveys from all schools twice a year. In the latest survey of Fall 2013, the average mode share for green trips was 52%, an increase of 3% since 2011.
8. The Transportation Authority of Marin received a grant of \$150,000 from the Bay Area Air Quality District to develop a pilot transit incentive program with two other Bay Area communities.
9. In the 2012-13 school year, Safe Routes to Schools worked with three high schools to develop a distracted driving program to address texting while driving.
10. The program has enrolled 10 schools in its SchoolPool program, which promotes walking and cycling together, as well as carpooling.
11. The program has developed Suggested Route Maps for four schools, providing guidance on recommended walking and cycling routes to schools.
12. Over 10 transportation audits completed annually, working with Task Forces to identify issues and with PublicWorks Departments to develop short-term and long-range solutions.
13. A dozen engineering concept plans focused on increased pedestrian and bicycle safety are prepared annually.

#### 4.2 Crossing Guards

The 2016 Strategic Plan Update provides for establishment of crossing guards at approximately 56 intersections throughout the county and tasks local Public Works Directors and the TAC with their prioritization. An additional 11 guards are administered through the Vehicle Registration Fee, separate from the 56 locations funded with Measure A funds. In accordance with the Expenditure Plan, the crossing guards are provided by a professional company that specializes in crossing guard programs in order to “eliminate liability concerns and to ensure that well trained crossing guards with back-ups are available for every critical intersection.”

TAM has provided crossing guards at 63 locations since the FY 2008/09 school year, with the exception of FY 2010/11 that funded 75 locations. The 12 additional locations in FY 2010/11 were funded in anticipation of the infusion of newly authorized Vehicle Registration Fee. Once the Vehicle Registration Fee became available for the 12 locations, Measure A returned to funding 63 locations in FY 2011/12.

Rising costs in the 2015/2016 School Year reduced the number of guards able to be funded by the Sales Tax from 63 to 56 and from 12 to 11 from the Vehicle Registration Fee. Short term funding from MTC and the Vehicle Registration Fee has been used and allocated to maintain the total number of guard until the 2018/2019 School Year. At that time cuts to the program may be required. Possible solutions include the recently approved Volunteer Guard Program



Selection of crossing guard locations is based on responses to a crossing guard survey sent to local schools. To these locations, the TAC and Public Works Directors apply selection criteria approved by the TAM Board. The process is based on standard criteria (see Appendix 3.a) generally used by communities in California to determine if a crossing guard would be warranted and cost effective, namely pedestrian counts and traffic data

The location selection process resulted in a revised ranked list for the 2014/2015 school year. The next list is expected to be ready for the 2018/2019 School Year/ In 2011 the TAM Board adopted new polices to accommodate changed conditions around schools including new travel patterns. In addition the policy accommodates changes associated with school openings and closing as well as accepting new requests from Public Works Directors.

The Crossing Guard program was assessed in 2009 and 2013 and found to be accepted by the users as a good use of Measure A funds. The current level of 56 guards is expected to be maintained for the life of the Measure A program. Should revenue or expense projections not be realized, an adjustment will be made to the number of guards (either an increase or a decrease) in future years.

### **4.3 Safe Pathways**

The Expenditure Plan closely links sub-strategies 4.3 and 4.1. As the capital improvement element of the Safe Routes to School program, Safe Pathways is integral to the success of the overall strategy. The sub-strategy provides funds to design and construct projects identified through implementation of the Safe Routes Plans developed under sub-strategy 4.1, the Safe Routes program. As defined in the Expenditure Plan, typical projects might include the construction of pathways, sidewalk improvements, or traffic safety devices. Key to the success of Safe Pathways projects is the opportunity to leverage other fund sources and the ability to incorporate Safe Pathways elements into larger infrastructure projects.

The Expenditure Plan states that eligible Safe Pathways projects will be selected based on performance criteria that focus on improving safety throughout the County. All projects will come from approved Safe Routes plans.

Approved Safe Routes plans are developed in a cooperative effort of schools' Safe Routes to Schools teams, which include school officials and staff, parents and children local elected officials and representatives of public works departments of local jurisdictions and at times, neighborhood representatives. A primary element in development of the plans is the "walkabout" where the team identifies on-site, the routes to the school and areas for safety improvement. Plans resulting from this reconnaissance are reviewed by the local jurisdictions' public works department. This thorough review means that the final approved concept reflects support of parents, school officials and local jurisdictions.

Since inception, TAM issued a Call for Projects in 2007, ~~and~~ 2010, and 2014. The next call is anticipated for the summer of 2019. The call required schools and public work

departments to submit only projects covered by plans. Most cities and towns in the county and the County itself meet this criterion. After a rigorous selection process governed by criteria established in the Measure A Expenditure Plan, TAM staff recommendations were also reviewed by the Marin Public Works Association (MPWA) and the TAC. The Expenditure Plan's performance criteria encourage a candidate project to:

- Relieve an identified safety or congestion problem along a major school route
- Complete a “gap” in the bicycle and pedestrian system along a major school route
- Maximize daily uses by students and others
- Attract matching funds
- Respect geographic equity

Similar to the Major Roads sub-strategy, the MPWA and TAC refine the definitions of the performance criteria and develop a project evaluation program. Based on the evaluation of projects, the TAC recommends projects to the TAM Board for inclusion in future updates to the Revenue and Expenditure element of the Strategic Plan.

Safe Pathway projects are also coordinated with other projects being funded by Measure A funds, federal funds or gas tax subventions from the state (i.e., Prop 42).

Recommended programming in the Strategic Plan will coincide with the funding levels available each year for this sub-strategy. In 2007, ~~and~~ 2010, and 2015 the TAM Board awarded Safe Pathways funding of \$1.766 million to 12 projects, ~~and~~ \$2.595 million to 13 projects, and \$3.48 million to 27 projects, respectively. The projects selected in FY 2007-08, ~~and~~ FY 2010-11, and FY 2014-15 for funding are listed in Appendix 3d-iv. Based on projected revenue, a ~~fourth~~<sup>third</sup> call for Safe Pathways projects will be issued in the summer of 2019. ~~2014-15 fiscal year.~~

## IV. Implementation Guidelines

Before Measure A Transportation Sales Tax funds can be spent on a project or program, the sponsoring agency will need to request an allocation of funds and execute a funding agreement with TAM. In general, the funding agreement will describe the project/program scope, the anticipated schedule, and an estimated cash flow of Measure A funds. The agreement will also specify the responsibilities of both TAM and the project sponsor, as described in this section. The TAM Executive Director shall have the authority to execute such funding agreements on behalf of the TAM Board of Commissioners.

### A. *Claimant Policies*

The following claimant policies provide a framework for the funding agreements that will be developed for the allocation of Measure A funds. These policies clarify TAM's expectations of sponsors to deliver their projects and have been designed to support the Implementation Guidelines provided in the Expenditure Plan and the Strategic Plan Guiding Principles discussed in Section I.C.

#### 1. Eligibility for Funding

- Project types and sponsors are to be as identified in the Marin County Transportation Sales Tax Expenditure Plan.
- The addition of new project types and/or sponsors can only be accomplished through an Expenditure Plan amendment.
- Projects are to be consistent, as applicable, with regional and state plans, such as Marin Transit's SRTP, Marin County's Congestion Management Plan, and the Metropolitan Transportation Commission's (MTC's) regional Transportation Improvement Plan (including Air Quality Conformity).

#### 2. Application Process

- There are two paths for the allocation of funds:
  1. Programmatic funding, such as Strategy 3.2, Local Roads for all modes.
  2. Project specific funding, such as Strategy 3.1, Major Roads projects.
- Allocations for programmatic funding will be on an annual basis, in accordance with formulas specified in the Strategic Plan. For Local Roads projects, sponsors need to submit an allocation request form that specifies projects anticipated for implementation. The proposed projects should come from sponsors' Capital Improvement Programs (CIP) or equivalent. Sponsors may also use Local Roads funds for unanticipated emergency projects not in their CIP. If sponsors use such funds for projects not mentioned in the allocation request form, a revised allocation request form needs to be submitted to TAM before proceeding to implementation.
- For an allocation of project specific Measure A funds, project sponsors will need to submit a complete application package (See Appendix 4.a), consisting of the following information:
  1. Identification of Lead Sponsor

2. Inclusion in local and/or regional plans (as required)
3. Status of environmental review (as required)
4. Notice of impediments to project or program
5. Scope of Work / Description of Service
6. Adherence to Performance Measures (as required)
7. Delivery Schedule (by Phase)
8. Funding Plan
  - ✓ Cost and funding for each phase of the project, including the status on non-Measure A funds on whether these funds have been secured or have expiring deadlines
  - ✓ Cash flow needed on Measure A funds
  - ✓ Expenditures to Date

### 3. Allocation and Disbursement of Funds

- All allocations of Measure A funds by TAM will be reviewed for the following:
  1. Consistency with the Strategic Plan [Program of Projects]
  2. Completeness of the application via the Allocation Request Form (See Appendix 4.c) and consistency with Strategic Plan requirements.
- All allocations of Measure A funds will be governed by a funding agreement between TAM and the sponsoring agency. The TAM Board will approve such allocations. TAM's Executive Director will have the authority to execute funding agreements.
- Programmatic funding will be approved annually and project specific funding will be approved based on project readiness. For multi-year projects, funding allocations and funding agreements may be for the term of project phases (i.e. environmental, design, construction).
- All agreements will document the following (See Appendix 4.b):
  1. Scope of Work
  2. Project Schedule
  3. Funding Plan
  4. Adherence to Performance Measures (if applicable)
  5. Reporting requirements
  6. Acceptance of TAM's Claimant Policies
- Funding agreements shall be executed by resolution of the sponsor's governing board.
- Prior to the disbursement of funds, a project must have:
  1. an approved allocation resolution from the TAM Board
  2. an executed funding agreement between the sponsoring agency and TAM.
- The standard method of payment will be through reimbursement, with the exceptions of Strategies 1.1, 1.2, and 1.3, which can be distributed one month before costs have been incurred, and Strategy 3.2 (Local Roads and Related Infrastructure), which are distributed on a formula basis. Project advances will require approval from the TAM Board.
- Funds may be accumulated by TAM or by recipient agencies over a period of time to pay for larger and long-term projects. All interest income generated by these proceeds will be used for the transportation purposes described in the Expenditure Plan.
- Timely use of funds requirement will be specified in each agreement.

- Project reimbursement requests must be accompanied by evidence of payment. Reimbursement requests shall be submitted no more frequently than on a monthly basis.
- Measure A funds will not substitute for another fund source that has been programmed or allocated previously to the project or program without prior approval of TAM.
- Other fund sources committed to the project or program will be used in conjunction with Measure A funds. To the maximum extent practicable, other fund sources will be spent down prior to Measure A funds. Otherwise, Measure A funds will be drawn down at a rate proportional to the Measure A share of the total funds programmed to that project phase or program.
- After a multi-year allocation of funds has been made to a project phase, the release of funds in any subsequent fiscal year will be subject to the submittal and acceptance by TAM's Executive Director of a complete Progress Report meeting the requirements for progress reports as adopted by the TAM Board.
- Measure A funds will be allocated to phases of a project or to a program based on demonstrated readiness to begin the work and ability to complete the project phase.
- Measure A allocations for right-of-way and construction will be contingent on a completed environment document.

#### **4. Monitoring and Reporting Requirements**

- Recipients of Measure A funds will be required to submit status reports per the provisions of the funding agreement.
- The report will provide information on compliance to established performance measures.
- Audit requirements will be specified in the agreement.

#### **5. Eligible and Ineligible Costs**

- Funds are to be expended in accordance with the applicable provisions of the Expenditure Plan and the Public Utilities Code Section 180000 et seq.
- Eligible phases are as follows:
  1. Planning / Conceptual Engineering
  2. Preliminary Engineering / Environmental Studies
  3. Design Engineering (PS&E)
  4. Right of Way Support / Acquisition
  5. Construction
- Eligible project sponsor costs include the following:
  1. Direct staff time (salary and benefits)
  2. Consultants selected through a competitive selection process
  3. Right of way acquisition costs
  4. Competitively bid construction contracts
- TAM oversight costs are eligible costs.
- Indirect costs (as defined by OMB Circular A-87) will not be considered an eligible expense.
- Retroactive expenses are ineligible. No expenses will be reimbursed that are incurred prior to Board approval of the Measure A allocation for a particular project or

program. TAM will not reimburse expenses incurred prior to fully executing a funding Agreement.

**6. Other**

- Project sponsor will provide signage at construction sites for projects funded partially or wholly by Measure A sales tax revenue so that the Marin County taxpayers are informed as to how funds are being used.
- Project cancellation will require repayment of all unexpended funds and funds determined by audit not to have been expended as provided for in the funding agreement.

## V. Conclusion

The Measure A – Transportation Sales Tax 20164 Strategic Plan Update is a comprehensive document guiding the allocation of sales tax revenue over 20 years. With comprehensive policies and procedures corresponding to principles outlined in the Expenditure Plan approved by voters, this guiding document will provide the necessary assurance to project and program sponsors, as well as the banking community, that TAM is managing its sales tax funds well.

The public was notified—via U.S. mail and a notice on the TAM website homepage ([www.tam.ca.gov](http://www.tam.ca.gov))—that the 20164 Strategic Plan Update will be circulated for comment from May 1922, 20164 to July 36, 20164. Copies of the document were be available electronically on the TAM website, ~~and CDs~~ and hard copies were be available at the TAM’s office at ~~781 Lincoln~~ [900 Fifth Avenue, Suite 100160](#); San Rafael, CA 94901. A public hearing was held on June 236, 201614, immediately prior to the regular meeting of the TAM Board of Commissioners. The TAM Board of Commissioners approved the final 20164 Strategic Plan Update at their regular meeting on June 236, 20164, on the condition that no public comments would be received by July 3<sup>rd</sup>–6<sup>th</sup> that would necessitate TAM Board attention. ~~By the July 6<sup>th</sup> deadline, one comment was received relating to Marin Transit. Staff briefly addressed the comment and directed the inquirer to Marin Transit for further information.~~ The 2014 Strategic Plan Update became effective on July 36, 20164.

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Transportation Authority of Marin  
Attachment 2: Sales Tax Programming/Expenditure Summary

Strategy 1 - Local Bus Transit	Total	FY 04/05	FY05/06	FY06/07	FY07/08	FY08/09	FY09/10	FY10/11	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25
Substrategy 1: Local Bus Transit System	\$ 174,105,059	\$ 2,755,000	\$ 7,195,156	\$ 6,147,252	\$ 6,548,000	\$ 7,594,615	\$ 6,527,304	\$ 6,579,438	\$ 6,427,463	\$ 6,811,501	\$ 7,824,594	\$ 7,109,173	\$ 9,000,000	\$ 13,995,922	\$ 9,180,948	\$ 9,384,713	\$ 9,592,552	\$ 9,804,549	\$ 10,020,785	\$ 10,241,347	\$ 10,466,319	\$ 10,898,429
Substrategy 2: Rural Bus Transit System	\$ 13,880,944	\$ 92,000	\$ 259,627	\$ 592,202	\$ 530,920	\$ 635,083	\$ 514,642	\$ (192,059)	\$ 333,754	\$ 554,086	\$ 570,757	\$ 886,505	\$ 1,200,000	\$ 1,450,213	\$ 744,401	\$ 760,923	\$ 777,775	\$ 794,963	\$ 812,496	\$ 830,379	\$ 848,620	\$ 883,656
Substrategy 3: Special Needs Transit Service	\$ 42,333,363	\$ 615,000	\$ 1,950,765	\$ 1,337,742	\$ 1,764,797	\$ 1,775,065	\$ 1,507,622	\$ 1,567,907	\$ 1,550,728	\$ 1,875,095	\$ 1,949,564	\$ 2,303,870	\$ 2,203,546	\$ 2,572,019	\$ 2,233,204	\$ 2,282,768	\$ 2,333,324	\$ 2,384,890	\$ 2,437,488	\$ 2,491,138	\$ 2,545,861	\$ 2,650,969
Substrategy 4: Bus Transit Facilities	\$ 28,796,514	\$ -	\$ 983,988	\$ 1,000,313	\$ 1,264,367	\$ 1,142,267	\$ 678,999	\$ 702,895	\$ 955,931	\$ 670,157	\$ 964,439	\$ 1,078,590	\$ 1,500,000	\$ 4,948,140	\$ 1,488,802	\$ 1,521,845	\$ 1,555,549	\$ 1,589,927	\$ 1,624,992	\$ 1,660,759	\$ 1,697,241	\$ 1,767,313
<b>Subtotal, Strategy 1</b>	<b>\$ 259,115,879</b>	<b>\$ 3,462,000</b>	<b>\$ 10,389,535</b>	<b>\$ 9,077,509</b>	<b>\$ 10,108,084</b>	<b>\$ 11,147,030</b>	<b>\$ 9,228,567</b>	<b>\$ 8,658,181</b>	<b>\$ 9,267,876</b>	<b>\$ 9,910,839</b>	<b>\$ 11,309,354</b>	<b>\$ 11,378,138</b>	<b>\$ 13,903,546</b>	<b>\$ 22,966,293</b>	<b>\$ 13,647,356</b>	<b>\$ 13,950,249</b>	<b>\$ 14,259,200</b>	<b>\$ 14,574,330</b>	<b>\$ 14,895,762</b>	<b>\$ 15,223,623</b>	<b>\$ 15,558,042</b>	<b>\$ 16,200,367</b>
Strategy 2 - 101 Gap Closure	Total	FY 04/05	FY05/06	FY06/07	FY07/08	FY08/09	FY09/10	FY10/11	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25
<b>Subtotal, Strategy 2</b>	<b>\$ 32,196,844</b>	<b>\$ -</b>	<b>\$ 2,114,662</b>	<b>\$ 1,031,500</b>	<b>\$ 849,515</b>	<b>\$ 1,830,117</b>	<b>\$ 4,301,967</b>	<b>\$ 2,837,117</b>	<b>\$ 3,173,963</b>	<b>\$ 5,729,025</b>	<b>\$ 2,211,360</b>	<b>\$ 1,936,325</b>	<b>\$ 2,179,960</b>	<b>\$ 1,175,804</b>	<b>\$ -</b>	<b>\$ 2,825,529</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Strategy 3 - Local Infrastructure	Total	FY 04/05	FY05/06	FY06/07	FY07/08	FY08/09	FY09/10	FY10/11	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25
Substrategy 1: Major Roads	\$ 61,157,870	\$ -	\$ -	\$ 776,000	\$ 2,972,050	\$ 3,300,000	\$ 178,256	\$ 1,312,000	\$ 2,000,000	\$ 1,996,278	\$ 2,000,000	\$ 1,348,286	\$ 8,350,000	\$ 1,840,000	\$ 1,800,000	\$ 13,485,000	\$ 14,800,000	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -
Substrategy 2: Local Roads	\$ 61,198,707	\$ 146,968	\$ 2,177,684	\$ 2,651,406	\$ 2,574,881	\$ 2,490,553	\$ 2,135,371	\$ 2,188,101	\$ 2,499,777	\$ 2,681,338	\$ 3,434,390	\$ 3,049,918	\$ 3,233,573	\$ 3,240,324	\$ 3,311,863	\$ 3,384,833	\$ 3,459,262	\$ 3,535,179	\$ 3,612,615	\$ 3,691,600	\$ 3,772,165	\$ 3,926,907
<b>Subtotal, Strategy 3</b>	<b>\$ 122,356,577</b>	<b>\$ 146,968</b>	<b>\$ 2,177,684</b>	<b>\$ 3,427,406</b>	<b>\$ 5,546,931</b>	<b>\$ 5,790,553</b>	<b>\$ 2,313,627</b>	<b>\$ 3,500,101</b>	<b>\$ 4,499,777</b>	<b>\$ 4,677,616</b>	<b>\$ 5,434,390</b>	<b>\$ 4,398,204</b>	<b>\$ 11,583,573</b>	<b>\$ 5,080,324</b>	<b>\$ 5,111,863</b>	<b>\$ 16,869,833</b>	<b>\$ 18,259,262</b>	<b>\$ 8,535,179</b>	<b>\$ 3,612,615</b>	<b>\$ 3,691,600</b>	<b>\$ 3,772,165</b>	<b>\$ 3,926,907</b>
Strategy 4 - School Access	Total	FY 04/05	FY05/06	FY06/07	FY07/08	FY08/09	FY09/10	FY10/11	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25
Substrategy 1: Safe Routes to Schools	\$ 12,948,719	\$ -	\$ 362,866	\$ 293,650	\$ 524,863	\$ 507,307	\$ 635,528	\$ 717,535	\$ 756,676	\$ 704,616	\$ 459,782	\$ 703,878	\$ 810,000	\$ 810,000	\$ 655,000	\$ 655,000	\$ 660,000	\$ 650,000	\$ 730,000	\$ 730,000	\$ 775,000	\$ 807,018
Substrategy 2: Crossing Guards	\$ 17,354,636	\$ -	\$ 45,700	\$ 568,736	\$ 775,539	\$ 659,867	\$ 719,899	\$ 811,679	\$ 699,007	\$ 811,918	\$ 928,160	\$ 912,131	\$ 1,065,000	\$ 946,000	\$ 1,076,000	\$ 1,015,000	\$ 970,000	\$ 1,010,000	\$ 1,175,000	\$ 1,020,000	\$ 1,035,000	\$ 1,110,000
Substrategy 3: Safe Pathways	\$ 14,351,115	\$ -	\$ 3,715	\$ 135,620	\$ 1,961,130	\$ 297,267	\$ 79,684	\$ 2,154,002	\$ 86,104	\$ 156,718	\$ 148,201	\$ 3,260,680	\$ 96,689	\$ 100,000	\$ 100,000	\$ 437,858	\$ 834,222	\$ 854,276	\$ 874,730	\$ 895,594	\$ 916,875	\$ 957,751
<b>Subtotal, Strategy 4</b>	<b>\$ 44,654,471</b>	<b>\$ -</b>	<b>\$ 412,281</b>	<b>\$ 998,006</b>	<b>\$ 3,261,532</b>	<b>\$ 1,464,441</b>	<b>\$ 1,435,111</b>	<b>\$ 3,683,216</b>	<b>\$ 1,541,787</b>	<b>\$ 1,673,252</b>	<b>\$ 1,536,143</b>	<b>\$ 4,876,689</b>	<b>\$ 1,971,689</b>	<b>\$ 1,856,000</b>	<b>\$ 1,831,000</b>	<b>\$ 2,107,858</b>	<b>\$ 2,464,222</b>	<b>\$ 2,514,276</b>	<b>\$ 2,779,730</b>	<b>\$ 2,645,594</b>	<b>\$ 2,726,875</b>	<b>\$ 2,874,769</b>
<b>Total Sales Tax Programming</b>	<b>\$ 458,323,771</b>	<b>\$ 3,608,968</b>	<b>\$ 15,094,162</b>	<b>\$ 14,534,421</b>	<b>\$ 19,766,062</b>	<b>\$ 20,232,141</b>	<b>\$ 17,279,272</b>	<b>\$ 18,678,615</b>	<b>\$ 18,483,402</b>	<b>\$ 21,990,732</b>	<b>\$ 20,491,247</b>	<b>\$ 22,589,355</b>	<b>\$ 29,638,769</b>	<b>\$ 31,078,421</b>	<b>\$ 20,590,219</b>	<b>\$ 35,753,468</b>	<b>\$ 34,982,683</b>	<b>\$ 25,623,784</b>	<b>\$ 21,288,108</b>	<b>\$ 21,560,818</b>	<b>\$ 22,057,082</b>	<b>\$ 23,002,042</b>







Transportation Authority of Marin
Attachment 3-4 -- Strategy 4: School Related Congestion and Safer Access to Schools -- Detail
Revenues and Expenditures
(Programming based)

Table with 23 columns: Total, FY 04/05, FY05/06, FY06/07, FY07/08, FY08/09, FY09/10, FY10/11, FY11/12, FY12/13, FY13/14, FY14/15, FY15/16, FY16/17, FY17/18, FY18/19, FY19/20, FY20/21, FY21/22, FY22/23, FY23/24, FY24/25. Row: Revenue Available to Strategy 4 1.

Table for Substrategy 1: Safe Routes to Schools. Includes Revenue and Expenditures sections with 23 columns for fiscal years.

Table for Substrategy 2: Crossing Guards. Includes Revenue and Expenditures sections with 23 columns for fiscal years.

Table for Substrategy 3: Capital Funds for Safe Pathways. Includes Revenue and Expenditures sections with 23 columns for fiscal years.

Projects Allocated under 4.3 Safe Pathway Program

Table listing projects and their funding amounts for various fiscal years (FY 07/08, FY 10/11, FY 13/14, FY 14/15).

Notes:

- 1 Amount available after allowable TAM staffing and administration and project management costs are deducted.
2 MTC authorized a swap between TAM's Safe Routes to Schools Program funded with federal funds and the Strawberry Point School Project.
3 MTC authorized a swap between the Green Ways and Venetia Valley School Projects.
4 The Marin Community Foundation (MCF) awarded TAM two annual grants of \$175,000 each for TAM's SchoolPool/GreenWays Program.
5 Marin County was allocated \$85,000 as advancement to install a Rapid Rectangular Flashing Beacon System (RRFB) at the intersection of Pine Hill Road and Shoreline Boulevard on July 25, 2013.
6 On June 2014, the TAM Board authorized a funding swap, programming \$633,000 in Measure A 4.3 funds to SRTS 4.1 expansion and Crossing Guard Program 4.2 expansion in exchange for programming \$633,000 OBAG funds for capital projects in Third Cycle of Safe Pathway Call for Projects.



**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
David Chan, Programming Manager

**SUBJECT:** Exchange Funds between the Grand Avenue Bridge Project and the North Civic Center Drive Project (Action), Agenda Item No. 9

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## **RECOMMENDATION**

Recommend the TAM Board approve a funding exchange of \$791,000 in federal funds from San Rafael's Grand Avenue Bridge with \$711,900 in local funds from Marin County's North Civic Center Drive Project.

## **BACKGROUND**

### ***San Rafael's Grand Avenue Bridge Project***

The Grand Avenue Bridge Project will construct a pedestrian/bicycle bridge across the San Rafael Canal along the east side of Grand Avenue, new sidewalk construction on the west side of Grand Avenue, and elimination of an uncontrolled crosswalk crossing Francisco Boulevard East, all to provide safer, critical access to the Bettini Transit Center, schools, and shopping for residents of the Canal Neighborhood.

The Canal Neighborhood is one of Marin County's most densely populated communities, representing more than 25% of San Rafael's 58,994 residents. It is one of the designated "Communities of Concerns" by MTC. Biking, walking, and the use of public transit is almost double that of the same modes in the rest of Marin County. There are limited educational, shopping, and health services available within the Canal Neighborhood, and travel to other locations for these services is highly constrained by poor bicycle/pedestrian routes. The main roads providing access for the Canal Neighborhood are Bellam Boulevard and Francisco Boulevard East.

### ***Marin County's North Civic Center Drive Project***

This project will construct improvements to Civic Center Drive that will provide: 1) a safe path of travel for pedestrians and bicyclists connecting the SMART station and the Civic Center Campus between Merrydale Overcrossing/Scettrini Drive and Judge Haley Drive; and 2) class II bike lanes. The improvements consist of new 8-foot-wide sidewalks, drainage, curb and gutter, class II bike lanes, landscaping, lighting, traffic signalization (with interconnection to Merrydale Overcrossing/Scettrini Drive), or roundabout, at Peter Behr Drive and a reservation for a future class I bikeway conforming to the City of San Rafael bicycle master plan for long term improvements.

## **ONE BAY AREA GRANT (OBAG) CYCLE 1**

Originally, OBAG Cycle 1 (OBAG 1) covers a four-year period from FY 12/13 to FY 15/16. In the middle of the OBAG 1 cycle, the Metropolitan Transportation Commission (MTC) added a fifth year to OBAG 1. OBAG 1 now covers a five-year period from FY 12/13 to FY 16/17. FY 16/17 is the last year of OBAG 1 and the last year of the current Federal Surface Transportation Act. A new law, Fixing America's Surface Transportation (FAST) Act, has been enacted into law.

With FY 16/17 representing the last year of the current Federal Surface Transportation Act, projects with federal funds programmed in FY 16/17 must obligate their funds in the year that the funds are programmed with little to no chance of deferral. Given that FY 16/17 is the last year, MTC has stressed to project sponsors to obligate their funds or risk losing them. Obligation of funds is defined as obtaining an E-76 or also known as an authorization to proceed through federal authority, delegated to Caltrans.

Under the current MTC Guidelines for federal funds from OBAG 1, project sponsors need to submit their requests for authorization to proceed by November 1, 2016. After submitting a request, project sponsors may not get an actual authorization to proceed for several months depending on the completeness of the paperwork submitted and what further studies or documentation are required by Caltrans.

However, requests submitted by November 1<sup>st</sup> are guaranteed with funds set aside for those projects even if approval is delayed. Requests submitted after November 1<sup>st</sup> are subject to availability at the time of approval, which is determined by all other requests submitted by California agencies for the rest of the fiscal year. In some years, funds would be available through the end of the fiscal year. In others, funds may be depleted as early as March. When funds are depleted early, MTC may borrow from other regions and/or California may borrow from other states. There will be no opportunity to borrow from other regions or other states since FY 16/17 is the last year of the period.

All agencies with funds programmed in FY 16/17 will make desperate efforts to obligate their funds, which means that the availability of funds after the due date of November 1<sup>st</sup> will not likely last to the end of the fiscal year.

## **FUNDING EXCHANGE PROPOSAL**

In OBAG Cycle 1 (OBAG 1), TAM programmed a total of \$791,000 in federal Congestion Mitigation Air Quality (CMAQ) to the Grand Avenue Bridge Project. The entire amount of CMAQ funds is programmed in FY 16/17 for construction.

San Rafael recently completed and submitted its environmental studies (ENV) for the Grand Avenue Bridge Project to Caltrans for approval. After the ENV is approved by Caltrans, but not before, San Rafael will enter the Right-of-Way (ROW) phase. Land adjacent to the bridge will need to be obtained for the project to be constructed. As noted, San Rafael cannot proceed with ROW until the ENV is approved by Caltrans. It is uncertain how long the approval process will take. Depending on the completeness of the ENV submitted and the follow-up required by Caltrans, approval may take two to four months.

After ENV is approved, San Rafael will enter the ROW phase to purchase land necessary for the construction of the project. It is uncertain how long is needed to finalize the process, which usually depends on the willingness of the landowners and the complexity of the acquisition.

Based on the remaining steps needed, it is almost certain that San Rafael will not be able to submit a request for authorization for construction by November 1<sup>st</sup>. There is a possibility that when a construction request



is finally submitted to Caltrans, funds will still be available. However, this is a risk that staff rather not assume if there is an alternative to ensure that the presence of unforeseeable delays will not jeopardize the funding for this project, and the funding staying in Marin. Note MTC may start to move funds early in calendar year 2017 to assure the nine-county Bay region does not lose funds overall to either other region ready to use them, or to the State (Caltrans).

To hedge against this risk, staff is proposing to program the \$791,000 in federal CMAQ funds from the Grand Avenue Bridge Project to the North Civic Center Drive Project. In exchange, the Grand Avenue Bridge Project would receive \$711,900 in local funds currently programmed in the North Civic Center Drive Project. Federal funds are difficult to process and require additional tasks not associated with local funds. It is generally accepted to exchange federal funds with a lesser amount of local funds, though the rate can be negotiated among the parties. This proposal is based on a 90% return rate of local funds to San Rafael.

The North Civic Center Drive is starting construction now. Staff at TAM have confirmed that MTC will bring this change through their Commission in July, and funds will then be made available to the County for immediate use on the Civic Center Drive project. As well, MTC is willing to make the more flexible STP funds available, giving the County maximum flexibility on what project elements charge against the federal funds.

Without federal funds, the San Rafael would not need to submit a request for authorization for construction to Caltrans. In the event that the ROW phase takes much longer than anticipated, San Rafael would not need to be concerned about losing the funds.

MTC has been made aware of this proposal and has been very cooperative. MTC will bring this request to its Commission for approval in July so that the federal Transportation Improvement Program (TIP) database can be amended to move the federal funds from Grand Avenue Bridge Project to North Civic Center Drive Project.

#### **NEXT STEPS**

Request a TIP amendment with MTC to program \$791,000 from the Grand Avenue Bridge Project to the North Civic Center Drive Project.

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**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
David Chan, Programming Manager

**SUBJECT:** Allocate FY 16/17 Measure A Transportation Sales Tax Funds to Marin Transit (Action),  
Agenda Item No. 10a

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## **RECOMMENDATION**

Allocate \$16,393,369 in Measure A Transportation Sales Tax (Measure A, hereinafter) funds to the Marin County Transit District (Marin Transit) from Strategy 1 of the Strategic Plan for FY 16/17.

In addition, allocate \$528,650 in Measure A funds fund to Lifeline Recipients from Strategy 1.1, with \$210,650 to Marin County for the Lower Marin City Drainage Study and \$318,000 to Novato for the Pedestrian Access to Transit Project.

Marin Transit's General Manager, Nancy Whelan, will be present at the TAM Board meeting to discuss Marin Transit's activities and answer any questions.

## **BACKGROUND**

Strategy 1 of the Measure A Expenditure Plan is to develop a seamless local bus transit system that improves mobility and serves community needs, including special transit for seniors and the disabled (paratransit services), as well as rural transit service. The Measure A Expenditure Plan provides a dedicated source of local funds for public transit which Marin Transit uses to plan and implement services for the County's residents. Strategy 1 includes four sub-strategies, which are:

- 1.1 - Maintain and expand local bus transit service
- 1.2 - Maintain and expand the rural bus transit system
- 1.3 - Maintain and expand transit services and programs for those with special needs – seniors, persons with disabilities, youth, and low-income residents
- 1.4 - Invest in bus transit facilities for a clean and efficient transit system

TAM has annually allocated Measure A funds to Marin Transit according the available amounts shown in the TST Strategic Plan. Funds not requested or funds unused after each fiscal year are carried over as available the following fiscal year.

**FUNDS AVAILABLE**

The Measure A 2016 Strategic Plan Update, scheduled for adoption on June 23, 2016, shows nearly \$23 million available for allocation to Marin Transit under Strategy 1 in FY 16/17. The breakdown is shown in the following table:

<b>Strategy 1 – Local Bus Transit</b>	<b>Prior Year Carryover</b>	<b>FY16/17 Funds</b>	<b>Total Available</b>	<b>Allocated Amount</b>	<b>Carryover</b>
1.1 Maintain and Expand Local Bus Transit Service	\$5,014,743	\$8,981,179	\$13,995,922	\$10,000,000	\$3,995,922
Funds to swap with Lifeline Cycle 4 funds				(\$528,650)	
Subtotal for 1.1				\$9,471,350	
1.2 Maintain & Expand Rural Bus Transit System	\$722,009	\$728,204	\$1,450,213	\$1,100,000	\$350,213
1.3 Maintain & Expand Transit Services for Those with Special Needs	\$387,408	\$2,184,611	\$2,572,019	\$2,572,019	\$0
1.4 Invest in Bus Transit Facilities for a Clean and Efficient Transit System	\$3,491,732	\$1,456,407	\$4,948,139	\$3,250,000	\$1,698,139
<b>Total for Marin Transit</b>	<b>\$9,615,892</b>	<b>\$13,350,401</b>	<b>\$22,966,293</b>	<b>\$16,393,369</b>	<b>\$6,044,274</b>
<b>Total for Lifeline Recipients</b>				\$528,650	
<b>Total Allocation</b>				<b>\$1,922,019</b>	<b>\$6,044,274</b>

Marin Transit is requesting \$16,922,019 in Measure A funds to supplement its operations in FY 16/17. The remaining unrequested amount of \$6,044,274 will be carried over as available next fiscal year.

This remaining unrequested amount is subject to change, depending on the unused funds from FY 15/16 and the final revenue collection from FY 15/16. Both figures will be finalized by September 2016. Historically, both figures had generally increased because: 1) Marin Transit tended to leave some funds, even if nominal, unexpended and 2) annual revenue collections had been normally higher than our conservative estimates. Therefore, the current remaining unrequested amount of \$6,044,274 should increase when Marin Transit requests for FY 17/18 funds in June 2017.

**Lifeline Cycle 4 Fund Exchange**

Of the \$10 million requested for Strategy 1.1 to maintain local bus service, \$528,650 will be exchanged with Lifeline Cycle 4 funds. TAM will direct \$528,650 in Measure A funds to Marin County’s Lower Marin City Drainage Study (\$210,650) and Novato’s Pedestrian Access to Transit Project (\$318,000) and Marin Transit will receive \$528,650 in State Transit Assistance (STA) funds. This funding exchange was necessitated because available STA funds in the Lifeline Cycle 4 Program can only be programed to specific transit operators and Marin Transit is an eligible recipient while Marin County and Novato are not.

This funding exchange was approved by the TAM Board in January 28, 2016, Marin Transit Board in March 28, 2016, and MTC Commission on May 25, 2016. MTC is currently in the process of making the STA funds available to Marin Transit.

## SCOPE OF SERVICE

Marin Transit is responsible for local transit service within Marin County, providing over 3.5 million unlinked passenger trips per year and just over 213,000 revenue hours of service. Marin Transit provides services through contract operators including the Golden Gate Bridge Highway and Transportation District (GGBHTD), Marin Airporter, MV Transportation, and the Marin Senior Coordinating Council (Whistlestop Wheels). TST funds continue to be essential to Marin Transit and are 39% of Marin Transit's operating budget and 11% of Marin Transit's capital budget.

Marin Transit's focus for FY 2016/17 is maintaining existing local service and initiating new projects and service enhancements, as described below.

- 22% expansion of regular local and trunk line services (45% Measure A)
- 8% increase in shuttle service (45% Measure A)
- New marketing and schedule information (45% Measure A)
- Expansion and continuation of yellow bus program (25% Measure A)
- Continuation of rural service expansion implemented in 2014 (76 % Measure A)
- Continuation of a rural connection in Tomales (76% Measure A)
- Implementation of an enhanced volunteer driver program for seniors and the disabled (50% Measure A & B)
- Start procurement of two electric buses (22% Measure A)
- Purchase two replacement 29-ft vehicles for rural and seasonal service (48% Measure A)

In addition to federal, state, and other local funds, Marin Transit plans to use TST funds in FY 2016/17 for the following tasks:

**Strategy 1.1** – Major programs funded under this sub strategy include local fixed route (GGBHTD contract), Community Shuttle service, Supplemental School, Muir Woods seasonal shuttle, and Novato Dial-A-Ride. All services are operated under contract, and the direct contract service costs are 87% of budgeted expenses. Other major expenses are consultant services (ride checks, service contract audits, grant funded studies), directly purchased fuel costs, communication, marketing, and staff time for contract oversight.

The requested \$10,000,000 of Measure A funds will provide almost half of the needed revenues to operate the local fixed route service and is Marin Transit's largest single source of funding. The local service budget for FY 2016/17 is \$20.6 million.

Marin Transit will continue the operation a pilot yellow bus program in Ross Valley and begin to provide operations support for school district yellow bus services in Mill Valley and on the Tiburon peninsula in FY 2016/17. This non-traditional role for a transit agency is made possible by Measure A and other local funds and will allow Marin Transit to try a new approach to address school transportation and school related traffic congestion.

**Strategy 1.2** – Rural Bus Transit Service – Rural Service is operated as the West Marin Stagecoach and includes northern route 68, southern route 61, and Tomales-Dillon Beach Dial-A-Ride. The Stagecoach did not have a dedicated local source of funding until the passage of Measure A. The West Marin Stagecoach Routes 68 and 61 will be operated under contract with MV Transportation. The Tomales-Dillion Beach Dial-A-Ride will be operated under contract with Whistlestop Wheels. In addition to Measure A funding, rural service is supported by a combination of Federal Transit Administration (FTA) Section 5311 funding, and farebox revenue.

**Strategy 1.3** – Transit Services and Programs for Those with Special Needs – Marin Transit has developed the Mobility Management program called Marin Access with funding from the Measures A and B Programs. Marin Access goes beyond the required operation of local paratransit to expand services for seniors and the disabled.

Mobility management initiatives in the FY 2016/17 budget include; awarding and implementing a new contract for the provision of Travel Navigator services in east and west Marin to create a more comprehensive and coordinated countywide program, expanding travel training, evaluating new providers and wheelchair accessible vehicles for the Catch-A-Ride (Paratransit Plus) discounted taxi ride program, formalizing a means tested low-income fare policy across all Marin Access programs, expanding volunteer driver programs, re-focusing the Gap Grants initiative, and revising the eligibility process, including requirements, for all programs.

Marin Transit also provides free tickets to Marin County’s Homeward Bound program for homeless residents traveling to work that are valued at \$100,000 per year.

**Strategy 1.4** – Bus Transit Facilities for a Clean and Efficient Transit System – Marin Transit has developed a capital improvement program for FY2016/17 that supports the projects and services described in the previous sub strategies. As required in the Measure A Expenditure Plan, Marin Transit has given high priority to opportunities to match or leverage Measure A funds to ensure the maximum benefit from transportation sales tax dollars. In the early years of the Measure, state bond funds were available to match federal funding for transit vehicles. This bond funding is no longer available and Marin Transit will be increasingly reliant on Measure A capital funds for the local share (20%) of transit vehicle procurements. The requested \$3,250,000 in Sub Strategy 1.4 Measure A funds will provide 29% of Marin Transit’s capital budget for FY 2016/17 plus a contingency.

## **ATTACHMENT**

Attachment A: FY 16/17 Marin Transit Allocation Request

**EXHIBIT A****Allocation Request Form****Transportation Authority of Marin  
Measure A – Transportation Sales Tax**

Fiscal Year of Allocation:	2016/17
Expenditure Plan:	Strategy 1 – Local Bus Transit
Project Name:	Support and Maintain Local Bus Service
Implementing Agency:	Marin County Transit District (Marin Transit)

**SCOPE OF WORK**

The Marin County Transit District (Marin Transit) is responsible for local transit service within Marin County, providing over 3.5 million unlinked passenger trips per year and just over 213,000 revenue hours of service. Marin Transit provides services through contract operators including the Golden Gate Bridge Highway and Transportation District (GGBHTD), Marin Airporter, MV Transportation, the Marin Senior Coordinating Council (Whistlestop Transportation) and Michael's Transportation. Measure A funds continue to be essential to Marin Transit and are 39% of Marin Transit's operating budget and 11% of Marin Transit's capital budget.

Marin Transit's Short Range Transit Plan (SRTP) is the primary service and financial planning document for the District and includes ten years of financial projections for operations and capital programs. The SRTP was last adopted by the Marin Transit Board of Directors on July 27, 2015. The SRTP provides an opportunity to measure the effectiveness of bus transit investments and to plan for the future.

In addition to maintaining and monitoring local service operations, in FY2016/17 Marin Transit will initiate a number of new projects and service enhancements. Key projects are listed below and additional projects and details are included on the following sub strategy descriptions.

Marin Transit strives to leverage Measure A funds through grant funding and partnerships. Numbers in parenthesis show the proportion of funding provided by Measure A for each of the services or projects:

- 22% expansion of regular local and trunk line services (45% Measure A)
- 8% increase in shuttle service (45% Measure A)
- New marketing and schedule information (45% Measure A)
- Expansion and continuation of yellow bus program (25% Measure A)
- Continuation of rural service expansion implemented in 2014 (76 % Measure A)
- Continuation of a rural connection in Tomales (76% Measure A)
- Implementation of an enhanced volunteer driver program for seniors and the disabled (50% Measure A & B)
- Start procurement of two electric buses (22% Measure A)
- Purchase two replacement 29-ft vehicles for rural and seasonal service (48% Measure A)

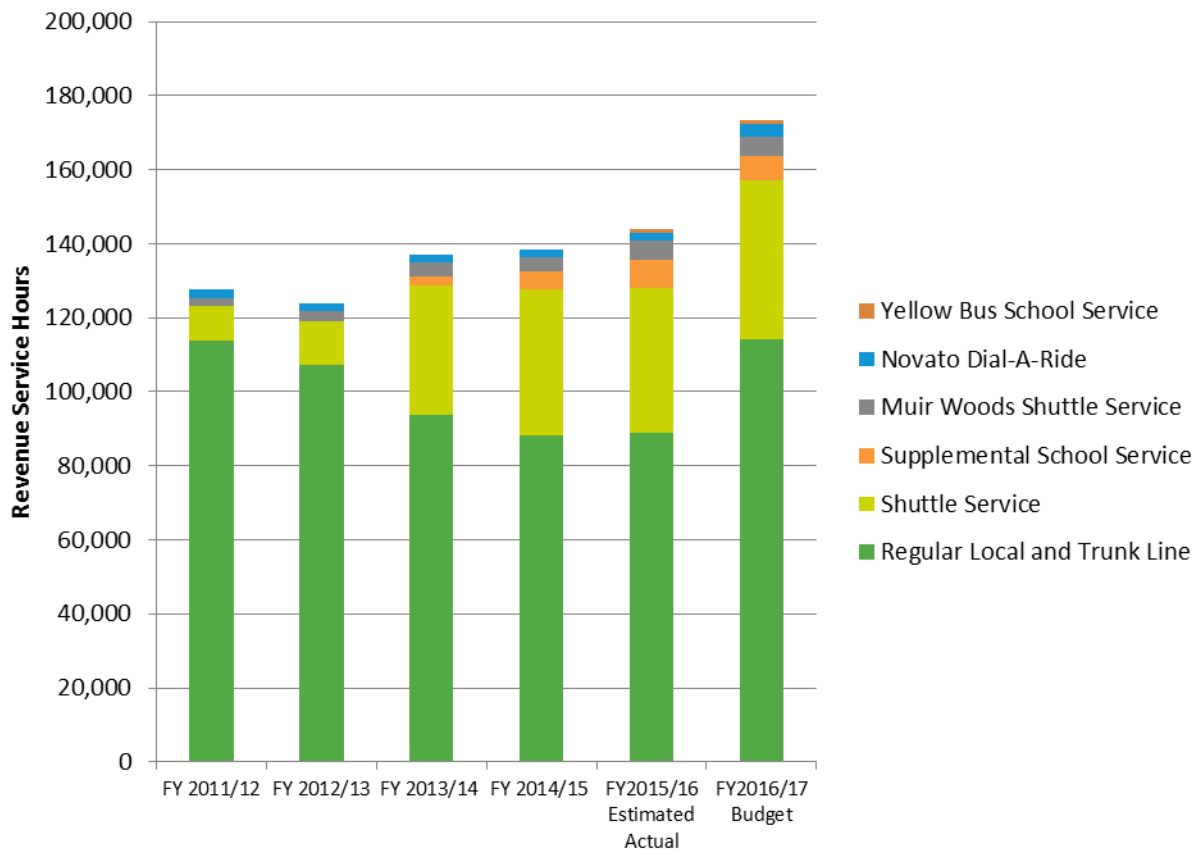
**Sub Strategy 1.1 – Maintain and Expand Local Bus Transit Service**

Major programs funded under this sub strategy include local fixed route (GGBHTD contract), community shuttle service, supplemental school service, Muir Woods seasonal shuttle, and Novato Dial-A-Ride. All services are operated under contract, and the direct contract service costs are 87% of budgeted expenses. Other major expenses are: consultant services (ride checks, service contract audits, grant funded studies), directly purchased fuel, communication, marketing, and staff time for contract oversight. The requested \$10,000,000 of Measure A funds will provide almost half of the needed revenues to operate the local fixed route service and is Marin Transit’s largest single source of funding.

The local service budget for FY 2016/17 is \$20.6 million. This is a 13% increase from the prior year and provides for a 19% increase in transit revenue service hours. The District’s adopted service change and expansion will be implemented on June 12, 2016 and the costs for these services include a 22% increase of regular local and trunk line service and an 8% increase in community shuttle hours.

Marin Transit will continue the operation of a pilot yellow school bus program in Ross Valley and begin to provide operations support for school district yellow bus services in Mill Valley and on the Tiburon peninsula. This non-traditional role for a transit agency is made possible by Measure A and other local funds, and allows Marin Transit to try a new approach to address school transportation and school related traffic congestion.

**Local Revenue Service Hours by Program**



Highlights for this sub strategy in the coming year:

- 22% expansion of regular local and trunk line services
- 8% increase in shuttle service
- New marketing and schedule information



- Operation of 11 new hybrid vehicles
- Expansion of yellow bus program

### Sub Strategy 1.2 – Maintain and Improve the Rural Bus Transit System

Rural service is operated as the West Marin Stagecoach and includes northern route 68, southern route 61, and Tomales-Dillon Beach Dial-A-Ride. The Stagecoach did not have a dedicated local source of funding until the passage of Measure A. The allocation request of \$1.1 million will provide 76% of rural operation costs.

Ridership and productivity (passengers per revenue hour) have continued to grow on the rural service since the passage of Measure A. Consequently, in June 2014 the Marin Transit Board of Directors adopted a significant rural service expansion specifically designed to respond to service demand on the north route (Route 68), and test a new rural connection in Tomales. The West Marin Stagecoach Routes 68 and 61 will continue to be operated under contract with MV Transportation. The Dial-A-Ride program to Tomales will be operated under contract with Whistlestop Transportation.

In addition to Measure A funding, rural service is supported by a combination of Federal Transit Administration (FTA) Section 5311 funding, and farebox revenue. The District is drawing down prior year sub strategy 1.2 Measure A funds held by the Transportation Authority of Marin to maintain the expanded service level. This will be the third year of expanded service and corresponding increases in expenditures. At the existing expenditure rate the District will be able to provide a minimum of two additional two years of service at the current level. Future service level adjustments will be based on route performance and available funding.



Highlights for this sub strategy in the coming year:

- Continue expanded rural service
- Provide a one day a week Dial-A-Ride service between Tomales and Petaluma

### Sub Strategy 1.3 – Maintain and Expand Transit Services and Programs for those with Special Needs

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Marin Transit has been very successful in meeting the goal of sub strategy 1.3, which is to not just maintain transit services and programs for seniors and those with disabilities, but to pioneer new programs to increase mobility for those with special needs. Services within this sub strategy are operated under the Marin Access banner.

Marin Transit completed a competitive procurement of paratransit services in May 2015 and started a new five year contract January 1, 2016 that includes more than 15% savings in operation costs. In addition to providing traditional paratransit services, with the help of Measure A and Measure B, Marin Transit has developed an innovative mobility management program. Marin Access goes beyond the required operation of local paratransit to expand services for seniors and the disabled.

Mobility management initiatives in the FY 2016/17 budget include; awarding and implementing a new contract for the provision of Travel Navigator services in east and west Marin to create a more comprehensive and coordinated countywide program, expanding travel training, evaluating new providers and wheelchair accessible vehicles for the Catch-A-Ride (Paratransit Plus) discounted taxi ride program, formalizing a means tested low-income fare policy across all Marin Access programs, expanding volunteer driver programs, re-focusing the Gap Grants initiative, and revising the eligibility process, including requirements, for all programs.

Marin Transit also provides free tickets to Marin County's Homeward Bound program for homeless residents traveling to work that are valued at \$100,000 per year.

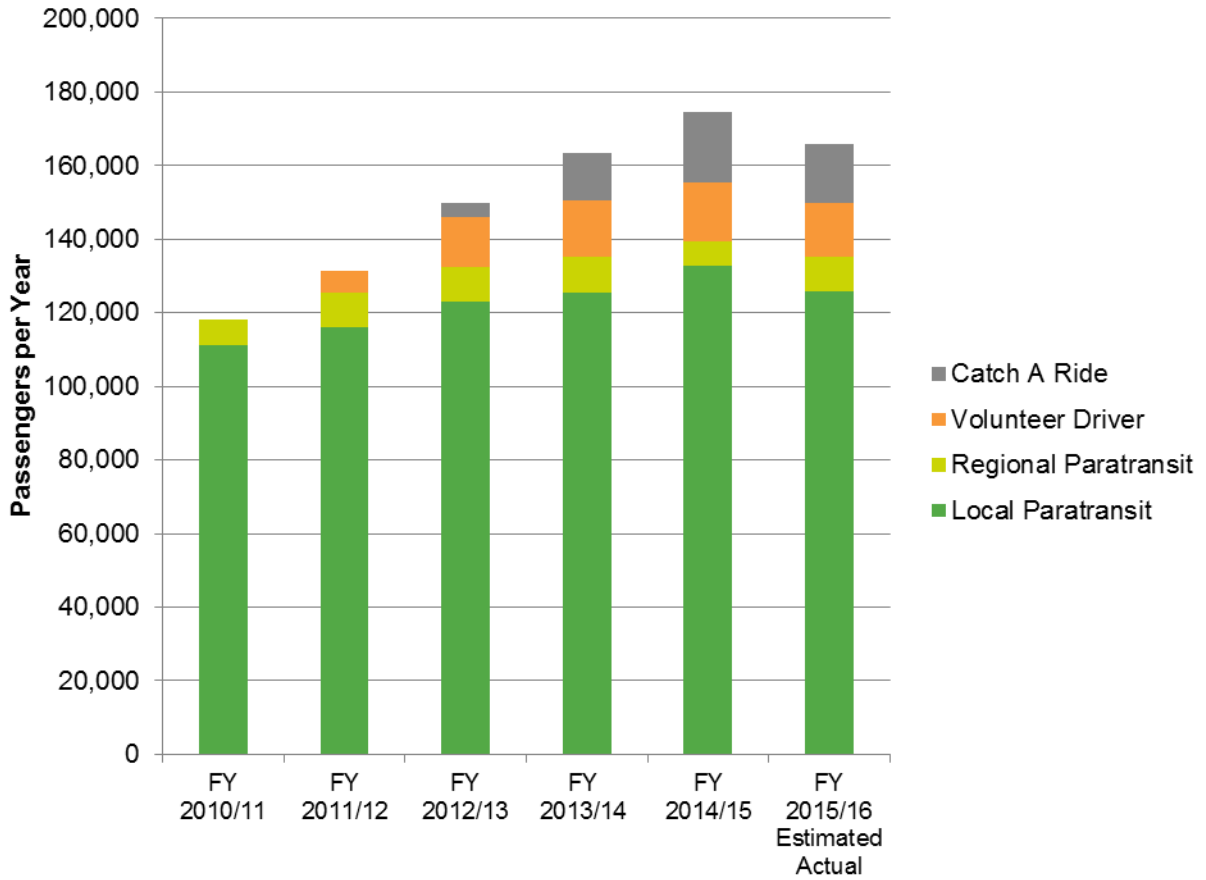
Marin Transit is requesting all of the available funds in this sub strategy, \$2,572,019 to provide 38% of the needed revenues to operate Marin Transit's Marin Access programs:

Local Paratransit Service	62,455 revenue hours
Regional Paratransit Service	10,560 revenue hours*
Catch A Ride	16,096 trips
Volunteer Driver	14,000 trips

Services for seniors and persons with disabilities are planned with the support of the existing consumer-based Paratransit Coordinating Council, which advises the Transit District on the needs of these communities, and public input from all areas of the county. To advise Marin Access and to promote multi-agency coordination of transportation resources, Marin Transit developed the Marin Mobility Consortium, a working partnership consisting of agency representatives and advocates. In FY15/16 Marin Transit undertook a comprehensive evaluation of all of its mobility management programs. Findings from this study will guide future program investments.

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\* Contract managed on behalf of GGBHTD, and all direct costs are funded by GGBHTD



Highlights for this sub strategy in the coming year:

- Increase service on all programs based on funding availability
- Begin implementation of recommendations from the recently completed senior mobility study
- Invest in technology to improve efficiency of Marin Access paratransit program

### Sub Strategy 1.4 – Invest in Bus Transit Facilities for a Clean and Efficient Transit System

Marin Transit has developed a capital improvement program for FY2016/17 that supports the projects and services described in the previous sub strategies. As required in the Measure A Expenditure Plan, Marin Transit has given high priority to opportunities to match or leverage Measure A funds to ensure the maximum benefit from transportation sales tax dollars. In the early years of the Measure, state bond funds were available to match federal funding for transit vehicles. This bond funding is no longer available and Marin Transit will be increasingly reliant on Measure A capital funds for the local share (20%) of transit vehicle procurements.

The requested \$3,250,000 in Sub Strategy 1.4 Measure A funds will provide 29% of Marin Transit's capital budget for FY 2016/17 plus a contingency.

Marin Transit's overall FY2016/17 capital program totals just over ten million dollars. The major programs for the year include the construction of the Downtown Novato Transit Hub, 15 transit vehicles replacements, and on-board vehicle equipment.

Project	FY2016/17 Budget	Total Project Cost	Percent Measure A
Purchase One Shuttle Vehicle	214,638	244,000	18%
Purchase 2 29ft XHF Vehicles	944,000	944,000	48%
Purchase 2 Electric Vehicles	1,527,000	1,527,000	22%
Replace 10 40ft Vehicles	500,000	10,023,000	18%
<b>Subtotal Vehicles</b>	<b>3,185,638</b>	<b>12,738,000</b>	<b>82%</b>
Bus Stop Improvements SGR (BI)	641,006	2,000,000	0%
Bus Stop Inventory Update	100,000	100,000	100%
Downtown Novato Hub (NH) Construction	3,205,000	3,255,000	15%
Muir Woods Infrastructure Improvements	542,729	638,000	0%
<b>Subtotal Bus Stop Improvements</b>	<b>4,488,735</b>	<b>5,993,000</b>	<b>12%</b>
Operations Facility- Project Scoping	164,292	600,000	80%
<b>Admin and Operations Facility</b>	<b>164,292</b>	<b>600,000</b>	<b>80%</b>
AVL Expansion	150,000	150,000	100%
On Board Security Cameras	100,000	100,000	20%
On Board Equipment - 2016	180,638	210,000	18%
On Board Equipment -2015	135,838	430,774	20%
Mobility Management Technology	358,250	375,000	20%
Mobile Data Terminals	12,500	12,500	100%
MERA	28,000	28,000	100%
Radio Communication Upgrade	348,000	348,000	20%
<b>Subtotal Technology Projects</b>	<b>1,313,226</b>	<b>1,654,274</b>	<b>52%</b>
Golden Gate Capital Costs (GG)	150,000	150,000	100%
Bus Stop Maintenance (BM)	100,000	100,000	100%
Major Vehicle Repairs (VR)	303,000	303,000	100%
Infrastructure Support (IF)	250,000	250,000	100%
Capital Planning	200,000	200,000	100%
<b>Subtotal Ongoing Capital Expenses</b>	<b>1,003,000</b>	<b>1,003,000</b>	<b>100%</b>
<b>Total Expenditures</b>	<b>10,154,891</b>	<b>21,988,274</b>	<b>29%</b>

## STRATEGIC PLAN UPDATE

## Programmed and Requested Amounts

Strategy 1 – Local Bus Transit		Prior Year Carry Forward	Available FY16/17 Funds	Total Available for FY 16/17 Programming	Requested Amount
1.1	Maintain and Expand Local Bus Transit Service	\$5,014,743	\$8,981,179	\$13,995,922	\$10,000,000
	Funds to be returned for TAM lifeline fund swap				(\$528,650)
	Total 1.1 Program Funds				\$9,471,350
1.2	Maintain & Expand Rural Bus Transit System	\$722,009	\$728,204	\$1,450,213	\$1,100,000
1.3	Maintain & Expand Transit Services for Those with Special Needs	\$387,408	\$2,184,611	\$2,572,019	\$2,572,019
1.4	Invest in Bus Transit Facilities for a Clean and Efficient Transit System	\$3,491,732	\$1,456,407	\$4,948,139	\$3,250,000
<b>Total</b>		\$9,615,892	\$13,350,401	\$22,966,293	\$16,922,019

Cash flow Availability	100% of Measure A funds available in FY 2016/17
Other Funds	<p>Marin Transit will leverage Measure A funds with other funds, including:</p> <ul style="list-style-type: none"> <li>• Transportation Development Act Funds (TDA)</li> <li>• State Transit Assistance (STA)</li> <li>• Fares</li> <li>• Property Taxes (used primarily for paratransit)</li> <li>• Federal Transit Administration Section 5311 Rural Transit Funds (used for West Marin Stagecoach Service)</li> <li>• Federal Transit Administration 5307 Bus and Bus Facilities Funds</li> </ul>
Project Delivery Schedule	July 1, 2016 – June 30, 2017
Environmental Clearance	Not Applicable

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**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
David Chan, Programming Manager

**SUBJECT:** Allocate FY 16/17 Measure B Vehicle Registration Fee Funds to Marin Transit (Action),  
Agenda Item No. 10b

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## **RECOMMENDATION**

Allocate \$937,386 in Measure B Vehicle Registration Fee (VRF, hereinafter) funds to the Marin County Transit District (Marin Transit) for Element 2 of the Strategic Plan for FY 16/17.

Note that Marin Transit's General Manager, Nancy Whelan, will be present at the TAM Board meeting to discuss Marin Transit's activities and answer any questions.

## **BACKGROUND**

In November 2010, Marin residents voted to pass the Measure B Vehicle Registration Fee (VRF) to increase their annual vehicle registration fee (VRF) by \$10 to help fund transportation improvements. The VRF Strategic Plan, adopted in July 2011, was developed to explain how the funds will be distributed to each of the three elements, as well as the oversight process. The Revenue and Programming Element of the VRF Strategic Plan is updated annually and reflected in TAM's annual budget.

## **VRF STRATEGIC PLAN**

According to the VRF Strategic Plan, third-five percent (35%) of the funds will be distributed to Marin Transit, under Element 2, for use on Mobility Management programs and enhancements to the specialized transportation system for people with disabilities including older adults regardless of disability status.

Funds from Element 2 could be used to implement a Mobility Management Program that implements mobility options for seniors and persons with disabilities, support and enhance paratransit (e.g. Whistlestop Wheels), create a "Paratransit Plus" program to serve older seniors who may not qualify for service under the Americans With Disabilities Act, and implement other innovative programs to provide mobility to seniors as an alternative to driving. Projects and programs may include:

1. "Paratransit Plus" Subsidized Program for Older Seniors – provides mobility options for seniors 80 years and older who may no longer drive safely and be safe drivers, have difficulty accessing transit, and may not qualify for ADA paratransit.
2. Volunteer Driver Programs Support – provides ongoing funding of volunteer driver programs for frail home-bound seniors that will soon be implemented with a one-year New Freedom grant funding.

3. Low Income Rider Scholarships – provides “seed money” to fund rides for low-income seniors and persons with disabilities through the Marin Access Mobility Management Center’s Ride Credit Bank and to help attract donated funds for this purpose.
4. “Gap-Grant” Program – provides a small source of competitive funding for local agencies to expand or implement new transportation services that meet the requirements of VRF.
5. Mobility Management Staffing – limited to \$100,000 annually, provides sufficient program staff to design, implement, and manage Marin Transit’s mobility management efforts including:
  - Oversight of the Marin Access Mobility Management Center;
  - Leadership and support of the Marin Mobility Consortium and its various subcommittees;
  - Operation of the agency’s travel training programs;
  - Implementing and monitoring Mobility initiatives including:
    - Technical assistance in the areas of transportation operations, and coordination of transportation of resources to Marin’s community transportation providers;
    - On-going outreach on transportation resources and issues to Marin residents and stakeholder agencies; and
    - Represent Marin Transit and Marin Access at various meetings.

## **FUNDS AVAILABLE**

In FY 16/17, the Revenue and Programming document shows \$1,489,909 available to Element 2, which is comprised of \$781,375 in new revenue and \$708,534 in carryover funds from previous years. The entire amount is available for allocation upon request. Any funds not requested are available for a supplemental allocation during the fiscal year or allowed to roll over and request a greater allocation next year.

## **ALLOCATION REQUEST**

Marin Transit submitted a FY 16/17 allocation request (Attachment A) for \$937,386 in VRF funds to implement projects and programs under Element 2 of the VRF Strategic Plan. Marin Transit is proposing the following scope of work:

- Manage the Mobility Management Program that identifies and implements mobility options for Senior and Persons with Disabilities - Marin Transit will provide sufficient program staff to design, implement, and manage Marin Transit’s mobility management efforts.
- Support and Enhance paratransit (e.g. Marin Access Paratransit, operated by Whistlestop) and other local services focused on this population – Marin Transit will increase the funding for the Low Income Rider Scholarships that fund paratransit rides for low-income seniors and persons with disabilities through the Marin Access Mobility Management Center.
- Create a “Paratransit Plus” program to serve older seniors who may not qualify for service under that Americans with Disabilities Act - Marin Transit will continue the Marin Catch-A-Ride program for individuals 80 years and older to provide a new mobility option for those who may no longer be safe drivers, have difficulty accessing transit, and may not qualify for ADA paratransit. This program is also made available to younger seniors who no longer drive. This program will



utilize taxi companies and other licensed providers to give partially subsidized rides that are coordinated through a taxi broker.

- Implement other innovative programs to provide mobility to seniors as an alternative to driving - Marin Transit will use funding to continue the volunteer driver programs for frail home-bound seniors. Marin Transit will start a “Gap-Grant” Program to provide a small source of competitive funding for local agencies to expand or implement new transportation services that meet the requirements of the VRF. Marin Transit will expand the volunteer based “Ambassador Program,” and expand the individualized transportation planning and eligibility assistance through the Travel Navigator component of the Marin Access Mobility Management Center to include individualized mobility counseling to help non-drivers maximize their options.

The below table includes a summary of the FY 16/17 program activities and amounts of requested, available, and carryover funds.

<b>Element 2</b>	<b>Requested</b>
Mobility Management Program	\$137,578
Paratransit Support and Enhancement	\$243,000
Paratransit Plus	\$300,000
Alternative to Driving Program	\$256,808
<b>Total Requested</b>	<b>\$937,386</b>
<b>Total Available</b>	<b>\$1,489,909</b>
<b>Carryover</b>	<b>\$552,523</b>

**ATTACHMENT**

Attachment A: FY16/17 Marin Transit Allocation Request

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**ATTACHMENT A**

**Transportation Authority of Marin  
Measure B – Vehicle Registration Fee**

**Allocation Request Form**

**Fiscal Year of Allocation:** 2016/17

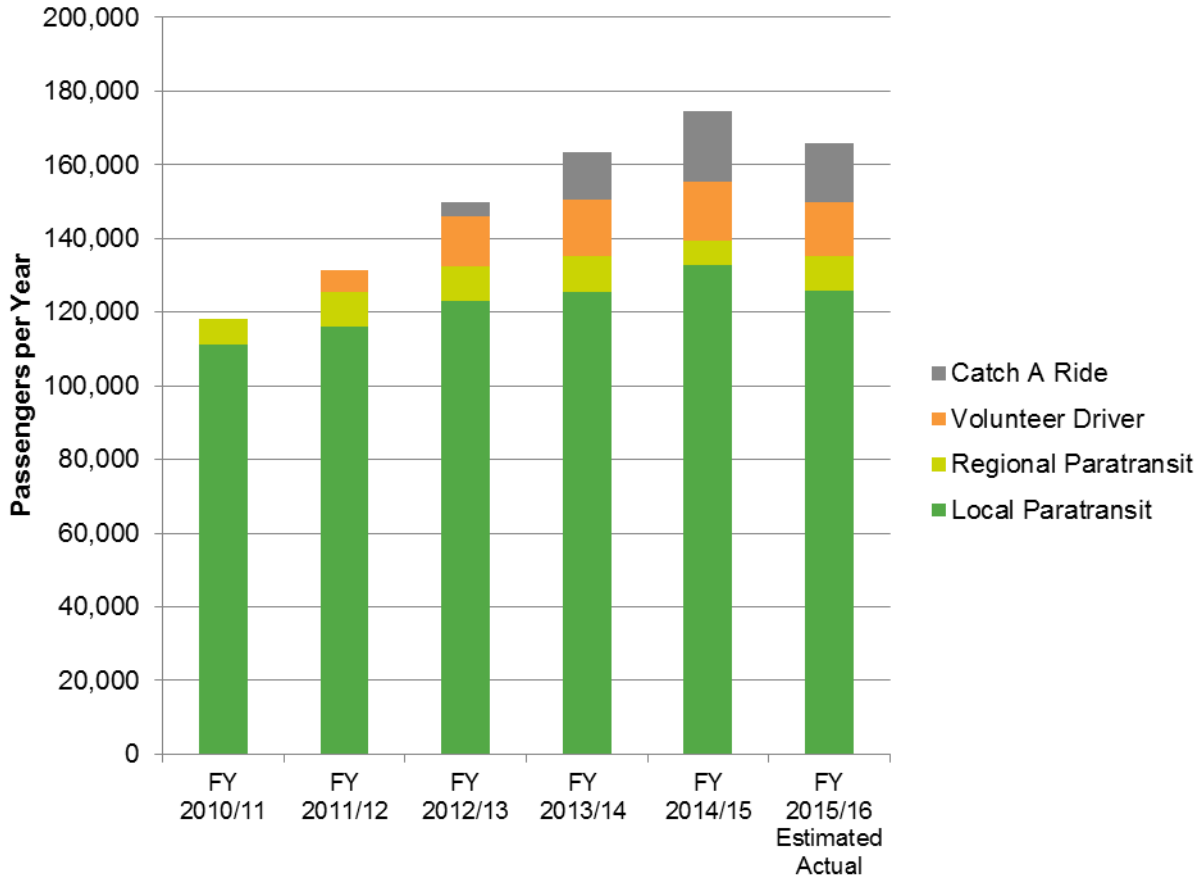
**Expenditure Plan:** Element 2

**Project Name:** Improve Transit for Seniors and Persons with Disabilities

**Implementing Agency:** Marin Transit

**Scope of Work:** Marin Transit will use FY 2016/17 Element 2, Measure B funds to continue successful Mobility Management Programs (Marin Access) for seniors and persons with disabilities (Figure 1). Building on Marin Transit’s prior mobility management efforts, the Measure B funding will be utilized to plan, market and operate specialized transportation services for Marin’s senior and disabled residents.

**Figure 1: Mobility Provided through Marin Access Programs (trips per year)**



After years of 6-8% growth, in FY 2014/15 Marin Transit’s Measure B programs for seniors and persons with disabilities saw the first decline in usage. Marin Transit staff is currently monitoring and evaluating ridership trends and evaluating new program adjustments in a Senior Mobility Study. In 2015/16 Marin Transit will continue these successful programs while making adjustments to maximize their effectiveness in meeting the mobility needs of these populations.

**ATTACHMENT A****Program Components:**

*Implementing a Mobility Management Program that identifies and implements mobility options for Senior and Persons with Disabilities*

Estimated Measure B Expenditure: \$137,578

Marin Transit will provide sufficient program staff to design, implement, and manage Marin Transit's mobility management efforts including:

- Oversight of the Marin Access Mobility Management Center;
- Leadership and support of the Marin Mobility Consortium and its various subcommittees;
- Operation of the agency's travel training programs;
- Implementing and monitoring Mobility initiatives including those listed below;
- Technical assistance in the areas of specialized transportation operations, and coordination of transportation of resources to Marin's community transportation providers;
- Travel training to introduce riders to fixed-route transit and provide them with the confidence and knowledge to ride on their own;
- On-going and outreach on transportation resources and issues to Marin residents and stakeholder agencies; and
- Represent Marin Transit and Marin Access at various meetings.

*Support and Enhance paratransit (e.g. Marin Access Paratransit, operated by Whistlestop) and other local services focused on this population*

Estimated Measure B Expenditure: \$243,000

With this funding, Marin Transit will increase the current level of "Low-Income Rider Scholarships" that provide free paratransit fares for low-income seniors and persons with disabilities through the Marin Access Mobility Management Center. This program will potentially fund up to 40,000 paratransit rides annually. The program may be adjusted or expanded based on results of the Senior Mobility Study and its corresponding Action and Implementation Plan.

Measure B will partially fund Marin Access Travel Navigators who provide a one-call, one-stop service for information and eligibility for all of the Marin Access programs.

Measure B funds will continue to support the rapidly growing need for mandated and non-mandated local paratransit service.

*Create a "Paratransit Plus" program to serve older seniors who may not qualify for service under that Americans with Disabilities Act*

Estimated Measure B Expenditure: \$300,000

Marin Transit will continue the popular Marin Catch-A-Ride, a program for individuals 80 years and older to provide a new mobility option for those who may no longer be safe drivers, have difficulty accessing transit, and may not qualify for ADA paratransit. This program is also available to younger seniors who no longer drive. This program utilizes taxi companies and other licensed providers to give partially subsidized rides that are coordinated through a taxi broker. The program experienced rapid expansion in prior years but it currently limited by the decline in taxi providers in Marin County.

**ATTACHMENT A**

Marin Transit expects to provide 16,500 trips in FY2015/16.

*Implement other innovative programs to provide mobility to seniors as an alternative to driving*

Estimated Measure B Expenditure: \$256,808

Marin Transit will use Measure B funding to continue the non-traditional volunteer driver programs (STAR in East Marin and TRIP in West Marin) for frail home-bound seniors. Responsibility for administering enrollment and reimbursement for TRIP will move from West Marin Senior Services to the Travel Navigators. Marin Transit will increase the mileage reimbursement rate for rides in West Marin from \$.35 to \$.40 per mile and increase the maximum monthly mileage from 300 to 400 miles per month. The STAR and TRIP programs are expected to provide 14,000 trips in FY2015/16.

Marin Transit will refocus the "Gap-Grant" Program to achieve an emphasis on program sustainability. These funds will continue to provide a small source of competitive funding for local agencies to expand or implement new transportation services that meet the requirements of Measure B.

Marin Transit will expand the volunteer-based "Ambassador Program," and enhance the individualized transportation planning and eligibility assistance through the Travel Navigator component of the Marin Access Mobility Management Center to include individualized mobility counseling to help non-drivers and those considering alternatives to driving maximize their mobility options.

Expenditures are estimated by program components, but actual expense may shift based on the implementation schedule of each program. Total expenditures will not exceed the allocation amount.

**Strategic Plan Update Programmed for FY 16/17: \$1,489,909**

**Requested Amounts: \$937,386**

**Cash flow Availability:** 100% of Measure B funds available for reimbursement in FY 2016/17.

**Other Funds: \$0**

**Project Delivery Schedule:** July 1, 2016 – June 30, 2017

**Environmental Clearance:** Not Applicable

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**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
Derek McGill, Planning Manager

**SUBJECT:** Plan Bay Area 2040 Revenue Update and Revised TAM Project List (Action), Agenda Item No. 11

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## **RECOMMENDATION**

Authorize TAM staff to submit a revised project list for inclusion into the regional transportation plan, Plan Bay Area 2040.

## **BACKGROUND**

The Regional Transportation Plan (RTP) provides a funding plan for future federal, state and regional funding over the life of the plan, and is updated every four (4) years. MTC is responsible for updates to the plan and is currently updating the RTP known as Plan Bay Area 2040 (PBA 2040).

In April of last year, TAM staff began public and stakeholder outreach to determine a list of programs and projects to submit for consideration in PBA 2040. In May of 2015, TAM adopted an outreach program for eliciting candidates for Plan Bay Area and as part of that outreach, conducted a call for projects, working closely with Marin's Managers, Public Works Directors, and Planning Directors. Our outreach included initial revenue forecast and budget for Marin County Transportation improvements. In October 2015, the TAM board adopted a project list for submittal to MTC based on those initial revenue forecasts provided to the CMA's in May of 2015. The approved list is attached as **Attachment A**.

On May 9<sup>th</sup>, 2016 MTC met with TAM staff to review update revenue forecasts for the Plan. MTC staff requested a revised project list to be submitted to MTC based on the updated revenue forecasts.

## **DISCUSSION/ANALYSIS**

In May 2015, TAM staff received a county target of \$480M for the 23-year life of Plan Bay Area 2040, including \$100M in State/Regional Transportation Improvement Program Funds (RTIP/STIP), and \$380M in Federal STP/CMAQ funds. In addition to these funds, CMA's were allowed to submit projects for regional funding, considered discretionary by MTC.

At the May 9<sup>th</sup> meeting with MTC staff, TAM was informed that the previous budget for STP/CMAQ funds was reduced from \$380M to approximately \$10M, consistent to the funds currently being considered in the OBAG 2 funding process. MTC staff stated that future STP/CMAQ funding levels are discretionary based on future MTC board decisions. These funds are no longer available for TAM to direct.

In addition to the reduction of STP/CMAQ, TAM staff were given a regional target of \$225M (+/- 25%) substantial less than the \$362.6M submitted in funding for regional consideration.

TAM has revised the project list to meet these reduced budgets. TAM staff have developed an approach that:

- *Retains all projects for consideration in the RTP. No projects will be cut from consideration for funding from future regional, state or federal funding.*
- *Reduces the amount of project funds based on OBAG 2 submitted costs.* Many of the cost estimates provided into the RTP are inconsistent with the requests received for funding under OBAG 2. Since future STP/CMAQ funds are not within TAM's budget, these costs were reduced for each project as noted in **Attachment B and include:**
  - *Downtown Novato Bus Transit Facility*
  - *Access Improvements to the Richmond San Rafael Bridge*
  - *Downtown San Rafael Transit Center Relocation*
- *Reduces program costs.* For programmatic categories all projects that meet the definition of the category are included in the Plan. Costs for these categories have been revised down 25% to meet revenue forecasts reductions. In the case of the Countywide Park and Ride/Express bus, these projects are considered as part of a regional program.
- *Revises large, long term projects scope.* Given the limited funding available to conduct studies or design large scale projects, and the length of time required for project development including technical studies, engineering, environmental clearance, design and construction of any major infrastructure project, these projects were revised to provide funding to phases which may be possible to complete within a 5-year time frame before adoption of the next RTP. Projects that have been revised are shown in Attachment B and include:
  - *Larkspur Ferry Terminal Parking garage.*
  - *US101/580 Interchange Direct Connector.*
  - *Tiburon East Blithedale Interchange Improvements.*
  - *San Rafael Transit Center Relocation.*

Together these changes meet the \$225M (+/- 25%) new regional funding budget provided by MTC and include all projects for consideration in to the plan. Other revenue sources are considered as part of this plan, and TAM staff have made notes on Attachment B on funds available to those projects, including RTIP, and future funds available from an extension of our local transportation sales tax, which is assumed in MTC's revenue forecasts. Revenue Forecasts by each county are included as **Attachment C**.

Note that the key feature for any project or program is to be included in the RTP. TAM staff goal is not to eliminate any projects or programs but to reduce funding as required. Note that funds can be added in or reduced in the RTP in the future, as long as the project is in there.

## **NEXT STEPS**

MTC will continue the update of PBA 2040 and will continue to work with TAM as forecasted revenues are revised. TAM staff will bring forward any additional changes to the project list when they occur.



**FISCAL CONSIDERATIONS**

This Project list provides a plan for future revenues, and there are no revenue allocations or obligations being considered for this item.

**ATTACHMENT**

Attachment A: October 2015 RTP Project List

Attachment B: Draft Revised RTP Project List

Attachment C: Marin County Updated County Target Budget

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Marin County RTP Project List Final Submitted List October 2015					
Project Sponsor	Project Title	Sponsor Submitted Project Request (2015 \$)	Marin RTP Share (YOE)	MTC Regional RTP Share (YOE)	Comments
<b>Programmatic Categories</b>					
Multiple	Highway Improvement Studies	\$ 34,600,000	\$ 10,000,000		Funding Level based on feasibility in 4 year cycle of the RTP. Full funding for PSRs. Flexibility for additional outreach and advancing into PAED ( engineering and environmental)
Multiple	Local Road And Bridges Rehabilitation and Improvements*	\$ 149,967,000	\$ 65,000,000		Total Pavement Mangement shortfall per MTC. \$499M Pavement, \$391M non-Pavement unmet needs. Staff rec = Increase over previous RTP of \$25M
Multiple	Major Road and Bridges Rehabilitation and Improvements*	\$ 213,800,000	\$ 65,000,000		Total Pavement Mangement shortfall per MTC. \$499 Pavement, \$391 non-Pavement unmet needs. Staff rec= increase over previous RTP of
MCTD & GGBHTD**	Local Bus and Ferry Transit Service Expansion - Capital Elements	\$ 89,850,000	\$ 14,000,000		20% of local transit expansion, seasonal and rural transit and regional bus and ferry connectors. 5% of ferry gangways and piers - capital elements only. 50% of Electric Bus Pilot Project.
MCTD/San Anselmo	Countywide Bus Stop Improvements	\$ 6,750,000	\$ 8,000,000		Full funding recommended- note local jurisdiction access to bus stops as well as physical bus stop facilities are both eligible.
Multiple	Countywide Park and Ride/ Express Bus Improvement Program	\$ 12,500,000	\$ 2,500,000	\$ 10,000,000	TAM Board approved TAC to consider prioritized options. MTC has indicated likelihood fo funding regionally.
Multiple	Access Improvements to SMART Stations	\$ 10,000,000			SMART access issues, including funding, total TAM share NTE \$10M.
Multiple	Bike and Pedestrian Improvements	\$ 252,624,201	\$ 40,000,000		Matching the last RTP of \$51M, assume \$1M in ATP every other year (\$11M), then \$40M from Marin RTP funds
	<i>Subtotals</i>	\$ 770,091,201	\$ 204,500,000	\$ 10,000,000	
<b>Standalone Projects</b>					
<i>Highway and Major Roads/ Local Roads</i>					
TAM	Marin Sonoma Narrows Phase 2 HOV Lanes	\$ 130,000,000	\$ 68,000,000	\$ 68,000,000	Full funding of project remainder, 50% Regional RTP. Note Caltrans historical commitment to finish this corridor with their share of state funds.
TAM	US 101/I-580 Direct Connector Project	\$ 171,000,000	\$ 15,000,000	\$ 156,000,000	Full funding of direct connector based on escalation of cost and scope from 2006 Study cost estimate

Marin County RTP Project List Final Submitted List October 2015					
Project Sponsor	Project Title	Sponsor Submitted Project Request (2015 \$)	Marin RTP Share (YOE)	MTC Regional RTP Share (YOE)	Comments
Marin County	Highway 101 & Highway 1 Interchange Coastal Flood Mitigation Project (Manzanita) PAED	\$ 3,000,000	\$ 3,000,000		Full funding of PAED. Ultimate project capital cost to be shared amongst agencies including Caltrans, expanded to Include Marin City and other areas.
TAM	Hwy 37 Improvements and Sea level Rise Mitigation PSR	\$ 3,000,000	\$ 300,000	\$ 2,700,000	TAM funds a 1/4 share between 4 counties of the cost of a basic PSR-PDS at \$1M YOE.
Mill Valley	Improve US 101/Tiburon Boulevard Interchange - Project Development and Phase 1	\$ 165,000,000	\$ 25,000,000		Prioritization of funded elements to be developed by multi-local TAC
<i>Major Road</i>					
TAM	Access Improvements to Richmond San Rafael Bridge	\$ 32,000,000	\$ 8,000,000	\$ 24,000,000	TAM match to regional funds; NOTE this is likely to be phased
Marin County	Sf Drake Upgrade and Synchronize traffic Signals/ Phase 1 Traffic Monitoring and Operations System	\$ 12,600,000	\$ 7,000,000	\$ 7,000,000	Pilot in the Sfdrake Corridor. Can be expanded if effective to other corridors.
San Anselmo	Sir Francis Drake Boulevard/Red Hill Avenue/Center Boulevard ( "The Hub") - project development	\$ 5,000,000	\$ 6,000,000		Funding for detailed alternatives analysis, engineering design and environmental clearance (PAED)
Various	Local Corridor Enhancements/Upgrade and Synchronize Traffic Signals	\$ 10,000,000	\$ 6,000,000	\$ 6,000,000	50% Marin RTP, 50% regional RTP (Multiple Corridors, including Sir Francis Drake)
Novato	Novato Boulevard Improvements - Diablo Ave. to Grant Ave.	\$ 16,000,000	\$ 4,500,000		Remainder is committed local funds- \$11,500,000. Full funding of capital improvements - adds capacity (stand alone required by MTC)
<i>Transit</i>					
GGBHTD	Larkspur Ferry Terminal Parking Garage	\$ 46,000,000	\$ 1,000,000	\$ 53,000,000	20% of Transit Capital
GGBHTD/San Rafael	San Rafael Downtown Transit Center Relocation	\$ 35,000,000	\$ 7,300,000	\$ 29,700,000	20% of Transit Capital. TAM intent is to work with MTC to fund with support from SMART, GGBHTD, Marin Transit, San Rafael and other users to fund
MCTD & GGBHTD**	Downtown Novato Bus Transit Facility	\$ 1,830,000		\$ 1,200,000	Full funding will be accomplished through MTC Active transportation Grant Program- ATP.
MCTD	Transit Technology Projects	\$ 2,500,000	\$ 500,000	\$ 2,000,000	20% of Transit Capital, if MTC doesn't fund from regional share, TAM will strongly consider increase

<b>Marin County RTP Project List Final Submitted List October 2015</b>					
<b>Project Sponsor</b>	<b>Project Title</b>	<b>Sponsor Submitted Project Request (2015 \$)</b>	<b>Marin RTP Share (YOE)</b>	<b>MTC Regional RTP Share (YOE)</b>	<b>Comments</b>
MCTD	Bus Maintenance Facility Relocation	\$ 6,000,000	\$ 3,000,000	\$ 3,000,000	Approximately 20%, if MTC doesn't fund from regional share, TAM will strongly consider increase
<i>TAM Measure Programs</i>					
TAM	Climate Protection Strategies Countywide	\$ 6,000,000	\$ 6,000,000		Accompanies TAM's VRF climate programs- crossing guards, TDM (employer/employee support) and Alt Fuels
TAM	Safe Routes to Schools Program	\$ 6,000,000	\$ 6,000,000		Identified Expansion. MTC likely to require dedication of portion of TAM discretionary to Safe Routes
	<i>Subtotals</i>	\$ 650,930,000	\$ 166,600,000	\$ 352,600,000	
<b>Totals</b>		<b>\$ 1,421,021,201</b>	<b>\$ 371,100,000</b>	<b>\$ 362,600,000</b>	
<b>County Target Budget</b>			<b>\$ 480,000,000</b>		
<b>Total Project Request (County plus Regional Request)</b>				<b>\$ 733,700,000</b>	

\* includes Bridge Replacement Program

\*\* all MCTD Projects in 2017\$

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October 2015 Funding Plan, TAM approved				Proposed June 2016 Funding Plan		
TAM October 2015 Programatic Category Name	Marin RTP Share	MTC Regional Share	Submitted Funding Plan	MTC New Programmatic Category	Draft Funding Plan	Notes
Coastal Flood Mitigation Projects PAED			\$3.0	Program: Highway - Safety and Security	\$3.0	Funding remains the same
Sir Francis Drake Boulevard/Red Hill Avenue/Center Boulevard ("The Hub") - project development	\$6.0		\$6.0	Program: Local Road - Intersection Improvements	\$6.0	Funding remains the same
Local Corridor Enhancement/Upgrade and Synchronize Traffic Signals	\$6.0	\$6.0	\$12.0	Program: Local Road - Management Systems		
Sir Francis Drake Upgrade and Synchronize Traffic Signals	\$7.0	\$7.0	\$14.0			
<b>Total</b>			<b>\$26.0</b>		<b>\$20.0</b>	Reduce by 25%.
Local Road and Bridges Rehabilitation and Improvements	\$65.0		\$65.0	Program: Local Road - Multimodal Streetscape Improvements		Reduce by 25% and split with New MTC category, local road preservation/rehabilitation.
Major Road and Bridges Rehabilitation and Improvements	\$65.0		\$65.0			
<b>Total</b>			<b>\$130.0</b>		<b>\$49.0</b>	
Countywide Bike and Pedestrian Improvements	\$40.0		\$40.0	Program: Local Road - New Bike/Pedestrian Facility	\$30.0	Reduce by 25%.
Marin Countywide Program: Local Road - Preservation/Rehabilitation			\$0.0	Program: Local Road - Preservation/Rehabilitation	\$49.0	New MTC category.
Highway Improvement Studies	\$5.0		\$10.0	Program: Planning	\$5.0	Reduce by 50%.
Transit Technology Projects	\$0.5	\$2.0	\$2.5	Program: Public Transit - Management Systems	\$2.5	Funding remains the same
Access Improvements to SMART Stations	\$10.0		\$10.0	Program: Public Transit - Minor Transit Improvements		Park and Rides and Express bus for \$12.5 included in Regional projects.
Countywide Bus Stop Improvements	\$8.0		\$8.0			
Local Bus and Ferry Transit Service Expansion - Capital Elements	\$14.0		\$14.0			
Countywide Park and Ride/Express Bus		\$10.0	\$12.5			
<b>Total</b>			<b>\$44.5</b>		<b>\$32.0</b>	
Safe Routes to School Program	\$6.0		\$6.0	Program: Public Transit - Safety and Security	\$1.0	In sales tax program now and likely in the future
Climate Protection Strategies Countywide	\$6.0		\$6.0	Program: Travel Demand Management	\$1.0	In VRF program now and likely in the future
<b>Subtotal</b>					<b>\$198.5</b>	

October 2015 Funding Plan, TAM approved				Proposed June 2016 Funding Plan		
TAM October 2015 Programatic Category Name	Marin RTP Share	MTC Regional Share	Submitted Funding Plan	MTC New Programmatic Category	Draft Funding Plan	Notes
<b>TAM Standalone Projects from October 2015</b>						
Larkspur Ferry Terminal Parking Garage	\$1.0	\$53.0	\$54.0	All stand-alone projects seperately listed	\$1.0	Reduce scope to study.
Bus Maintenance Facility Relocation	\$3.0	\$4.0	\$7.0		\$7.0	funding remains the same
Downtown Novato Bus Transit Facility		\$2.0	\$0.0		\$0.4	Revised based on recent application.
Widen Novato Boulevard between Diablo Avenue and Grant	\$4.0		\$4.0		\$4.0	funding remains the same
San Rafael Transit Center (SRTC) Relocation Project	\$6.3	\$29.7	\$36.0		\$1.5	Revised based on OBAG 2 application.
Access Improvements to Richmond San Rafael Bridge	\$3.0	\$24.0	\$32.0		\$7.0	Revised based on OBAG 2 application.
Implement Marin Sonoma Narrows HOV Lane and corridor	\$68.0	\$68.0	\$136.0		\$25.0	Remaining Funds from RTIP.
US 101/580 Interchange Direct Connector	\$5.0	\$156.0	\$171.0		\$15.0	Reduce scope to PAED.
Highway 37 Improvements and Sea Level Rise Mitigation PSR		\$2.7	\$3.0		\$3.0	funding remains the same
Tiburon East Blithedale (PAED and Phase 1)	\$25.0		\$25.0		\$12.0	Reduce scope to PAED.
<b>Total</b>					<b>\$274.40</b>	



**Plan Bay Area 2040****2016 Updated County Budgets (in billions of Year-of-Expenditure \$)**

County	April 2015 County Target Budgets*	Option 2		Option 1	Regional Discretionary Request Target ± 25%****
		A April 2016 County Project/Program Target**	B Anticipated Local Revenue from 2016 Ballot Measures***	A+B Total	
Alameda	\$2.65	\$6.52	n/a	\$6.52	\$1.51
Contra Costa	\$1.84	\$3.58	\$5.40	\$8.98	\$1.11
Marin	\$0.48	\$0.77	n/a	\$0.77	\$0.22
Napa	\$0.34	\$0.09	n/a	\$0.09	\$0.16
San Francisco	\$1.41	\$3.23	\$7.00	\$10.23	\$0.95
San Mateo	\$1.32	\$2.55	\$1.02	\$3.57	\$0.64
Santa Clara	\$3.28	\$8.30	\$5.80	\$14.10	\$2.05
Solano	\$0.82	\$0.23	\$1.60	\$1.83	\$0.42
Sonoma	\$1.01	\$0.99	n/a	\$0.99	\$0.55
<b>Total</b>	<b>\$13.15</b>	<b>\$26.26</b>	<b>\$20.82</b>	<b>\$47.08</b>	<b>\$7.61</b>

\*Only included placeholders for OBAG and RTIP.

\*\*Includes draft Plan Bay Area 2040 revenue forecast amounts for county sales tax funds, vehicle registration fee, OBAG 2, RTIP, TFCA county program, and county sales tax/vehicle registration fee reauthorizations where applicable. MTC expects these funds, with the exception of OBAG 2 and RTIP, to be shown as “committed” in the project database.

\*\*\*Assumes voter approval in 2016 of new transportation revenue source. These revenues are not included in the draft Plan Bay Area 2040 revenue forecast.

\*\*\*\*CMAs may submit regional discretionary funding requests for their county projects in a range of ± 25% from the listed amounts. Multi-county and regional projects should not be included in this amount.

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**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director

**SUBJECT:** TAM Request to MTC for Federal Funds (Action) – Agenda Item 12

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## **RECOMMENDATION**

Authorize the Executive Director to send a letter to the Executive Director of the Metropolitan Transportation Commission (MTC) regarding TAM receiving a share of newly identified federal One Bay Area Grant (OBAG) 2 funds.

## **BACKGROUND**

TAM's Executive Director along with the other 8 Bay Area congestion management agencies (CMA) have been negotiating with MTC's executive staff on receiving a share of FAST Act funds that were granted to this region beyond what was originally anticipated. The federal funds that come through the FAST Act are distributed by MTC under the OBAG 2 policies and procedures. While MTC anticipated a certain amount of funding, it is actually receiving \$72 million more than anticipated. This \$72 million has been the subject of much discussion.

Under the OBAG 2 Policies and Procedures adopted by MTC, 55 percent of the federal funds received stay with MTC for regional programs and 45 percent are distributed to the county CMA's for their distribution. The additional \$72 million was being proposed by MTC staff to be 100 percent dedicated to MTC's regional programs. TAM along with most of the other CMA's have been speaking out at regional meetings, asking for a 45 percent share of these federal funds similar to all other federal funds under OBAG 2. At a recent meeting of the Bay Area Partnership Board, TAM's Executive Director, along with five other executive directors, specifically lobbied for the 45 percent share. While MTC's plans for use of the funds are valid, TAM staff are well aware of valid needs in Marin as well. Note TAM has received almost \$50 million in candidates for its current level of \$10 million in OBAG 2.

Staff will present a letter at the meeting for the Board to consider. If approved, the letter will accompany additional letters from other CMAs in encouraging MTC to share the funds.

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**DATE:** June 23, 2016

**TO:** Transportation Authority of Marin Board of Commissioners

**FROM:** Dianne Steinhauser, Executive Director  
Li Zhang, Chief Financial Officer

**SUBJECT:** Review and Adoption of the Draft TAM FY16-17 Annual Budget (Action) - Agenda Item No.13

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**RECOMMENDATION:**

The TAM Board reviews and approves the draft TAM FY2016-17 Annual Budget.

**BACKGROUND:**

Pursuant to Article VI, Section 106.1 of the TAM Administrative Code, no later than its June meeting of each year, the TAM Board shall adopt the annual budget for the following fiscal year. A minimum thirty-day public comment period and a public hearing are also required as part of the budget development process. The TAM Board adopted the recommended FY2016-17 revenue levels for both Measure A, the Half-cent Transportation Sales Tax, and, Measure B, the \$10 Vehicle Registration Fee, and the budget development schedule at its March 24 meeting. Per the budget development schedule approved, the draft annual budget was presented to the Finance and Policy Executive Committee and TAM Board for review in May and the budget will be adopted pending any public comments at the June 23 TAM Board meeting.

The Citizens' Oversight Committee (COC) also reviewed and had no concerns on the draft FY2016-17 Annual Budget at its May 16 meeting. Prior to the final adoption of the Budget, the draft annual budget will also be presented to the Marin Managers Association, scheduled for the morning of June 23rd, which includes City/Town Managers and the County Administrator, for review and comments.

**DISCUSSION/ANALYSIS:**

TAM's annual budget provides reasonable estimates for revenues and expenditures expected for the upcoming fiscal year. The following five attachments, which are key components of TAM's annual budget, are presented as part of this report to give the Executive Committee, the Board, and the public in Marin a complete picture.

- Attachment 1: Draft TAM FY2016-17 Annual Budget, illustrates all revenue and expenditure items included in the budget.
- Attachment 2: Assumptions for FY2016-17 Budget Development, illustrates assumptions used for the specific line items/categories included in the budget.

- Attachment 3: FY2016-17 City/Town/County CMA Fee Schedule, illustrates the percentage share of each city/town/county's contribution to the CMA fee TAM receives from the local jurisdictions. The same share formula is also used for Measure A local infrastructure fund distribution.
- Attachment 4: Calculation of FY2016-17 Appropriations Limit, illustrates TAM's annual appropriation limit (Gann Limit) calculation for FY2016-17, which set the cap for the Measure A Half-cent Transportation Sales Tax expenditure level for the upcoming fiscal year.
- Attachment 5: Draft FY2016-17 Work Plans by Functional Area provides the board a detailed overview of major work tasks that will be taken on by TAM in the upcoming fiscal year.

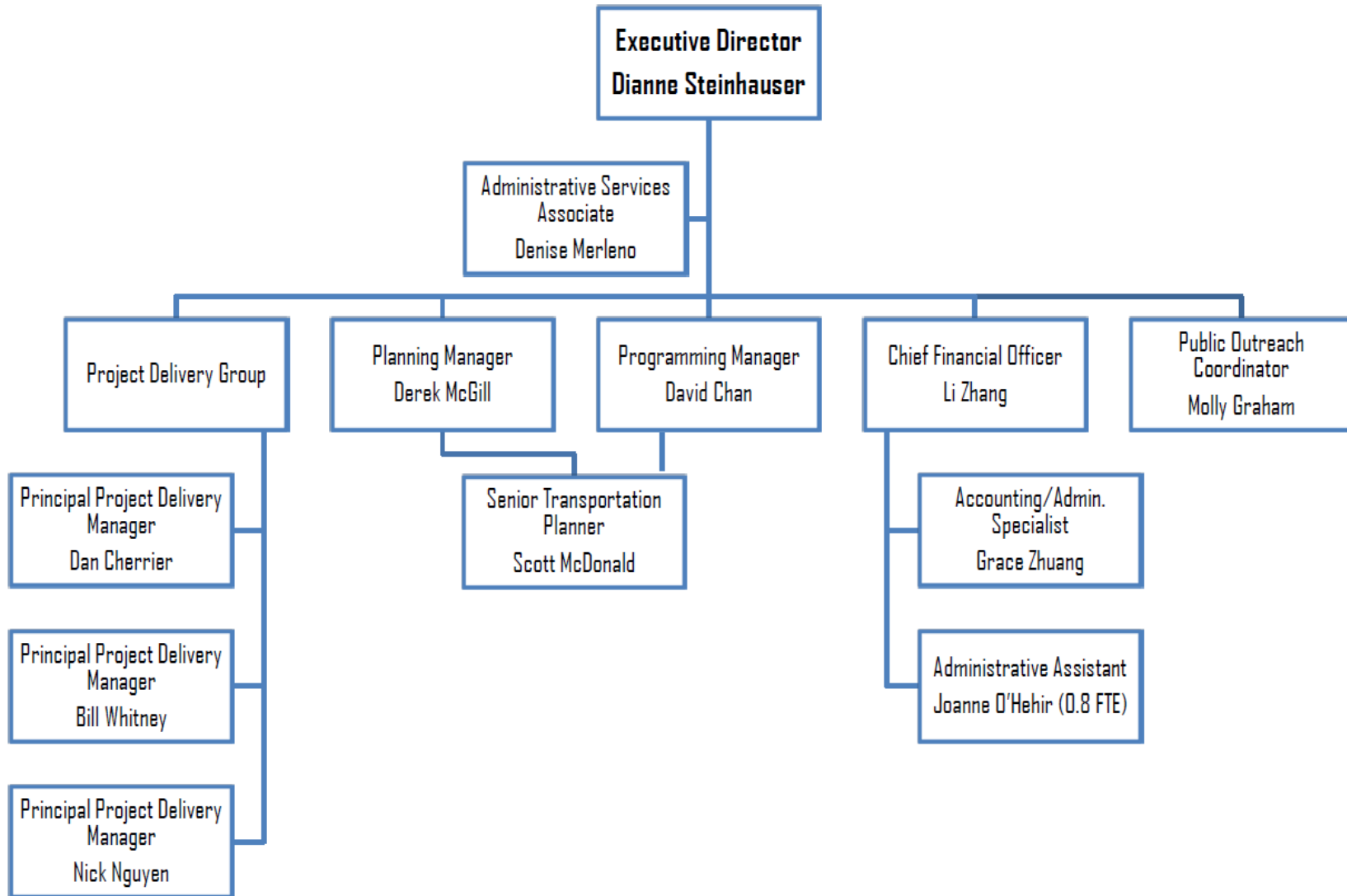
**Current Staffing Plan and Anticipated FY2016-17 Staffing and Benefit Changes:**

As shown in the TAM Organization Chart on Page 3, TAM currently has a total of 11.8 full time equivalent (FTE) positions hired through LGS/RGS, Local Government Services/Regional Government Services. With the FY2016-17 budget cycle, staff is requesting the approval of a part time (0.8 FTE) Accounting Manager/Senior Accountant position, as shown on the Proposed Organization Chart on Page 4 of the staff report.

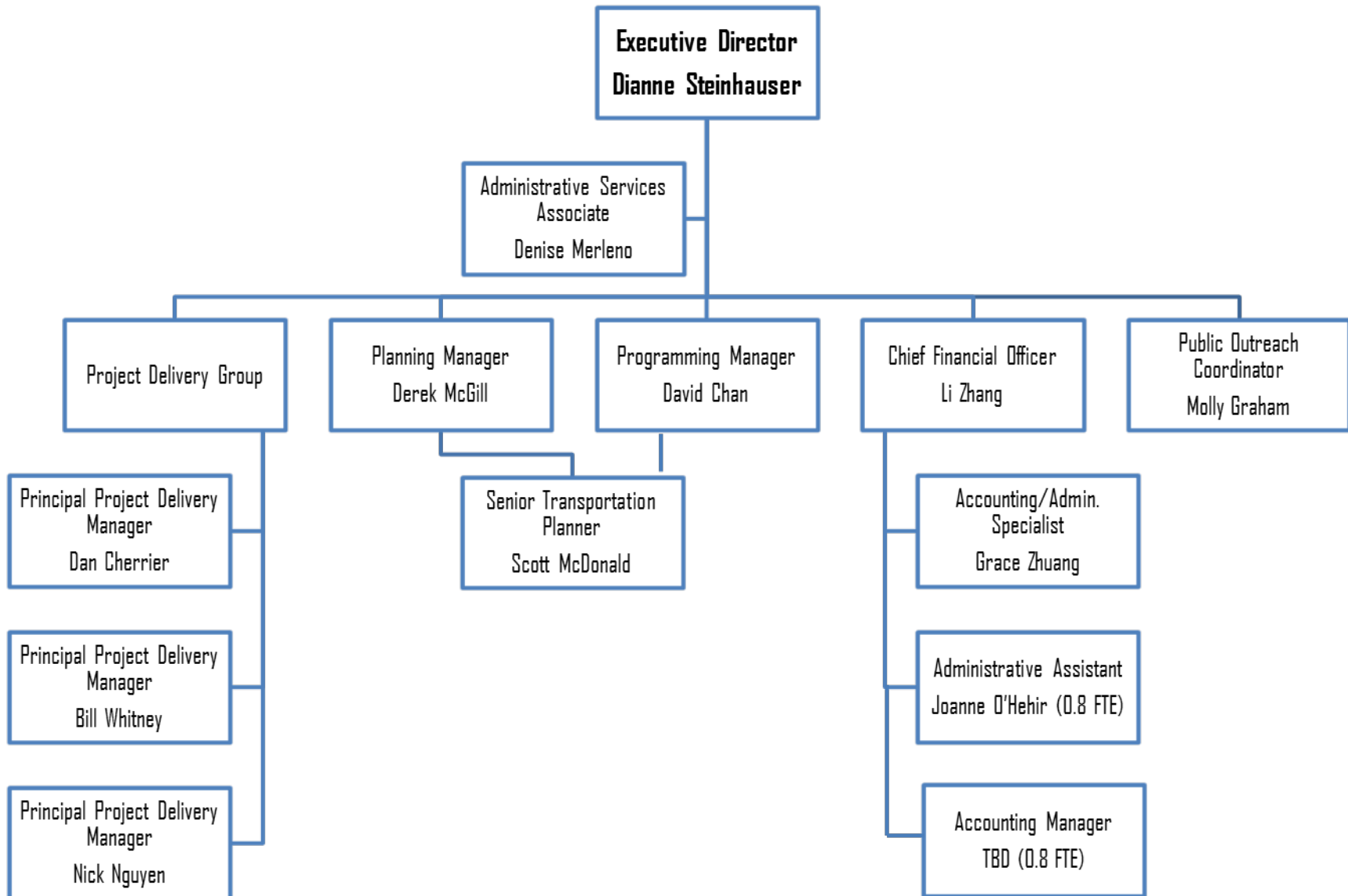
As you are aware, over the last six-month period, the agency has implemented its own MIP Financial System, approved the new bank service agreement with Bank of Marin, and also authorized staff to leave the Marin County Investment Pool and invest all its funds with CalTRUST. All of these accounting and financial work scope changes call for additional in-house staff support so the agency can have the necessary resources to maintain its effective and prudent management of the agency's financial resources. As you are aware, the County was providing additional layers of review, payment processing and banking services support for TAM while TAM was in the SAP financial system. TAM's current organizational structure doesn't provide sufficient layers of staff to maintain the required separation of duties, which could, therefore, create a potential internal control risk. Staff discussed this issue with TAM's financial audit team and determined that a part-time Accounting Manager/Senior Accountant is needed to take on all the additional work with the implementation of the new system, direct management of the bank activities and providing the necessary project/program and contract/agreement monitoring support. More importantly, this additional position will allow the Agency the necessary separation of duties as required. This added position will also allow the Chief Financial Officer of the Agency to focus more on the investment activities, funding management for various major programs and projects, as well as critical human resources related work, such as the CalPERS retirement issue and its potential significant impact on the Agency. This part-time position will be funded by savings from the County banking and treasury service fees and the enhanced investment return revenue and, therefore, has no negative impact on the Agency's overall administrative cost.

Staff is also bringing forward two adjustments to the Agency's overall salary and benefits structure with this budget cycle, including a Cost of Living Adjustment (COLA) and a tenure-based vacation plan, for final approval of the Board. Both benefits are consistent with what have been offered to employees by TAM's comparable agencies and other public agencies, cities, and towns in Marin County. The TAM Chairperson has appointed an Ad Hoc Working Group to review both options, consisting of TAM Commissioners Steve Kinsey, Beach Kuhl, Alice Fredericks, and Chair Moulton-Peters. The Ad Hoc Committee supported staff's recommendations and both changes were also reviewed and supported by the Finance and Policy Executive Committee at its May 9 meeting.

### Transportation Authority of Marin Current Organization Chart



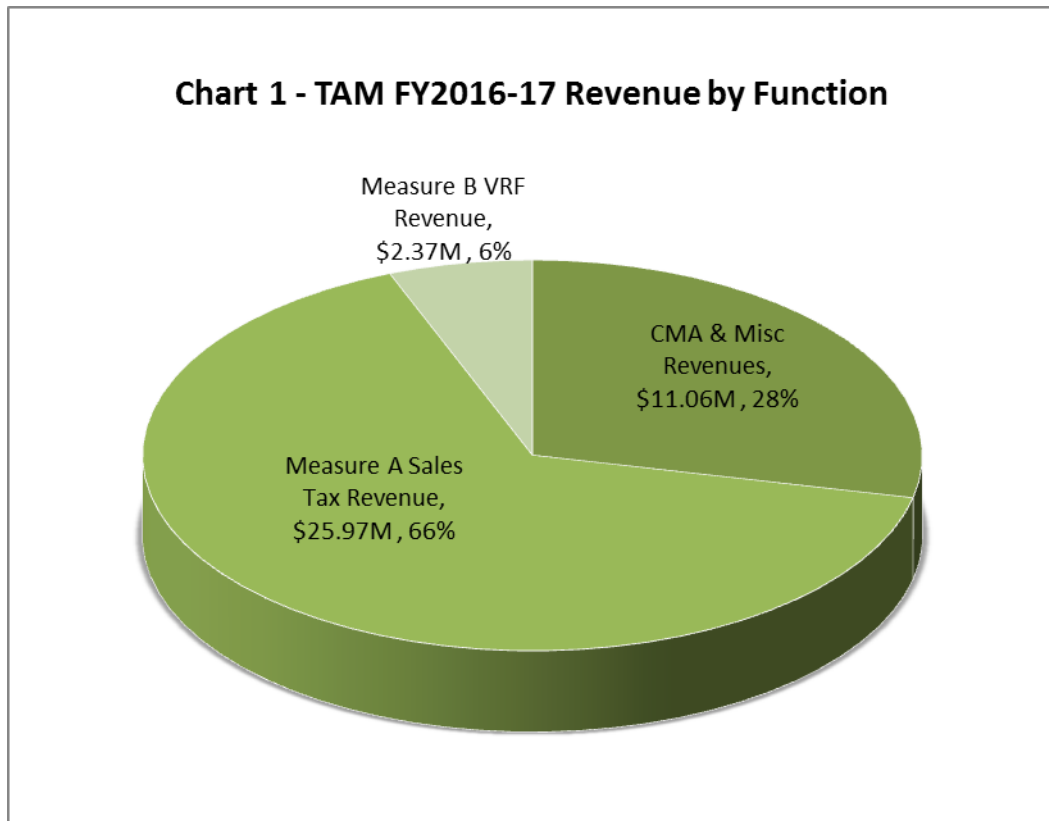
**Transportation Authority of Marin Current Organization Chart – FY2016-17 Proposed**





**Highlights of the Draft FY2016-17 Budget:**

***FY2016-17 Revenue Overview:***



**Cities/Towns and County Contribution:** As the Congestion Management Agency (CMA) in Marin County, TAM receives a total of \$430,000 from the Cities/Towns and the County annually for services provided. This annual contribution is used to fund ongoing support from TAM, such as managing various funding sources, conducting Calls for Projects, assisting in grant applications as needed and project delivery, provide federal aid support services, etc. The \$430,000 CMA fee level was agreed to by all local jurisdictions in 2003. . Each jurisdiction’s share of the CMA fee is calculated based on a 50% population/50% public road lane-mile maintained formula.

TAM staff also worked with representatives from the Marin Managers’ Association (MMA) and was able to achieve consensus last year on a five-year temporary fee increase to address critical workload, including TAM’s Strategic Vision Plan, a new Marin Travel Model, and increased travel monitoring and reporting. The 30% or \$129,000 annual contribution level increase went into effect in FY2015-16 and is reflected in the FY2016-17 Annual Budget as well.

**MTC STP/CMQ OBAG Grant and PDA Planning Funds:** TAM received a share of planning funds consistent with historical needs through the MTC OBAG grant process. A new four-year fund agreement with MTC is in place to cover the core CMA staffing and planning function needs for FY2012-13, FY2013-14, FY2014-15, FY2015-16 and FY2016-17. TAM is also the sponsor of several efforts approved by the TAM Board in November 2012 as part of the OBAG program.

OBAG Grant and PDA Planning funds will continue to be spent on the following list of planning and project efforts in FY2016-17:

- Continued implementation of ramp metering support on Highway 101 (pass through to member agencies)
- Final completion of PAED and PSE support for Almonte Shoreline bike/ped improvements
- Completion of Downtown San Rafael Bettini Transit facilities study
- San Rafael's Downtown Parking Study

These revenue items are reimbursement based so the total reimbursement will depend on actual project expenditures in FY2016-17.

MTC RM2 Revenue: TAM expects a total of \$2.76 million in Regional Measure 2 (RM2) funds for two major toll-funded projects in FY2016-17, final billing for the Central Marin Ferry Connector (CMFC) project and North/South Greenway project. Funding will be used for environmental document approval, preliminary engineering and final design for the North/South Greenway and final construction costs for the Central Marin Ferry Connection Project.

TFCA Funding: This is the 40% of the Transportation Fund for Clean Air (a \$4 statewide vehicle registration fee) that is collected and distributed to TAM in advance every year. Based on the actual revenue received for FY2015-16, a total of \$356,000 is estimated for FY2016-17. TAM is managing the cash for this funding program and currently this fund has a cash balance of \$1.58 million.

STIP/PPM: A total of \$206,000 of STIP/PPM funds is expected to be spent and reimbursed in FY2016-17. TAM will utilize \$52,000 of it to fund staffing costs for various project planning and monitoring work tasks.

STIP/RTIP/ITIP Funds: For various MSN design construction and Highway 101 Gap Closure Mitigation projects, a total of \$1.31 million is expected to be spent and reimbursed in FY2016-17. Those funds have been fully allocated by the CTC.

Federal Highway Bridge Program Fund: According the funding agreement between TAM and the County of Marin, about \$0.25 million Highway Bridge Program funding is expected as reimbursement for environmental, design and project management work related to the replacement of the San Antonio Road Bridge over San Antonio Creek in FY2016-17.

Non-motorized Transportation Pilot Program Fund: TAM received \$60,000 in Non-motorized Transportation Pilot Program (NTPP) funds from the County for the Street Smarts Program. Approximately \$27,000 of the \$60,000 is expected to fund a portion of the Street Smarts Program Implementation effort in FY2016-17.

MTC Climate Initiatives Program Grant: \$125,000 in CMAQ funds is expected for the Carshare Pilot Program.

CMFC NTPP/CMAQ Pass-through: Approximately \$4.5 million is expected to come to TAM to reimburse the County of Marin for construction costs of the CMFC project.

Measure A ½ cent Transportation Sales Tax Revenue

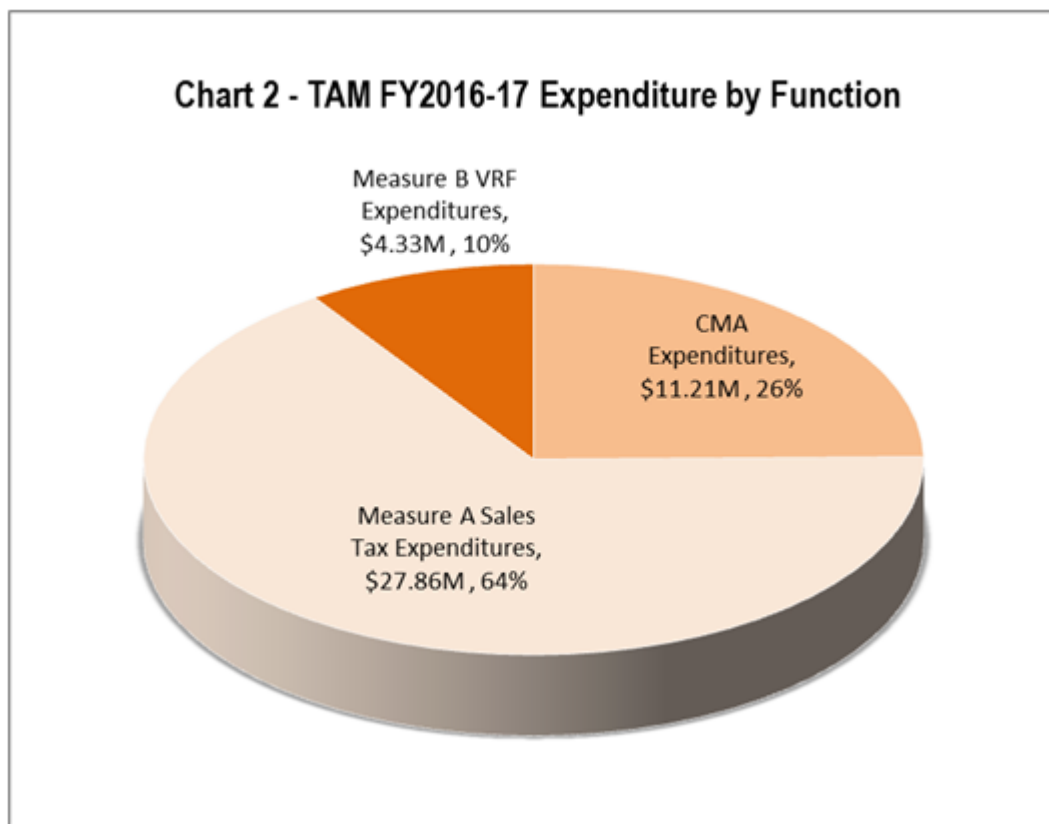
Taxable sales collection is one of the main indicators of the strength of the economy and consumer confidence. TAM's Measure A revenue collections peaked in FY2007-08 at \$22.3 million, then suffered

a significant loss, and reached its bottom in FY2009-10 at \$18.8 million. With the steady economic recovery in Marin County, we have seen encouraging recovery of the taxable sales in the last five years. Detailed technical analyses of the quarterly disbursements by HdL Companies, the consulting team that TAM engaged for sales tax trend analyses and annual revenue estimates, suggested that TAM will collect about \$25.77 million in FY2015-16, which is \$0.52 million higher than the \$25.25 million budgeted for the year. To continue TAM's prudent and conservative approach, staff recommended and the TAM Board adopted, at its March 24 meeting, \$25.77 million as the Measure A Sales Tax revenue level for FY2016-17. This reflects a 2.1% increase from the current year budget level. Any excess revenue above the budgeted amount from prior years (or "from the prior year") will be made available to project/program sponsors in the following year as carryover funds.

Measure B \$10 vehicle registration fee Revenue:

Total Measure B cash disbursements for the first nine-month period of FY2015-16 is \$1.74 million. Budgeted Measure B revenue for the current fiscal year is \$2.35 million. For the budget development of FY2016-17, staff recommended, and TAM Board adopted, the \$2.35 million revenue level. Based on the disbursements received so far and the most recent DMV Marin County Fee Paid Vehicle Registration estimate, staff believes that the proposed Measure B revenue level for the upcoming fiscal year is achievable.

***FY2016-17 Expenditure Overview:***



Administration:

Compared to the FY2015-16 budget, expenditures under the Administration category is approximately \$385,209 (13.9%) higher, which is mostly due to the increase of the staff level at the agency. The

FY2015-16 budget included 10.8 EFT and the proposed FY16-17 staff level is 12.6, including the newly hired full time Public Outreach Coordinator and a 0.8 EFT Accounting Manager/Senior Accountant. The FY2016-17 staff cost also reflects 3% overall cost increase for all positions as a one-time cost of living adjustment (COLA), as discussed under the Current Staffing Plan and Anticipated FY2016-17 Staffing and Benefit Changes Section. The draft FY2016-17 budget also includes a Classification Study line item for \$30,000. Staff is also recommending increasing the Legal Service and Human Report/Board Support line by \$60,000 total to cover the critical legal, human resource and CalPERS retirement plan related support needs for the CalPERS retirement issues all LGS/TAM employees are being impacted.

Professional Services:

Compared to the FY2015-16 budget, the proposed expenditure level for the Professional Services category is \$461,172 (11.6%) lower in FY2016-17. The reduction is due to the fact that the Agency is finishing up various capital projects, including all MSN Projects. Details for each of the professional budget lines are included in the assumption pages.

Measure A Programs/Projects:

Under Measure A Program/Projects, \$20,000 is budgeted to meet the continuing needs of the compliance audit effort. Out of the interest revenue, \$137,000 will be budgeted for Regional Bike/Ped Path maintenance and \$25,000 for the SMART insurance policy cost needed for the Central Marin Ferry Connector project. This is an annual amount for 10 years, totaling \$250,000.

About \$22.97 million is available under Strategy 1 for Marin Transit's operation and capital needs. As shown in Attachment 1, Marin Transit has requested a total of \$16.9 million in FY2016-17 for its transit operational and capital project/program needs.

Under Strategy 2, TAM has paid off the MTC loan which was secured for the cash flow needs of the Highway 101 Gap Closure Project as well as the related Caltrans construction support costs. The only remaining category under Strategy 2 is the TE/TLC/STP Swap Project category. All other swap projects are completed with the exception of \$484,000, which was reserved for the County of Marin HIP Project but was redirected to the City of San Rafael's Grant Ave Bridge Project early this year. \$250,000 of that fund is expected to be spent and reimbursed in FY2016-17.

Under Strategy 3, \$4.82 million is budgeted to meet the reimbursement needs of active Major Road projects, and \$3.13 million is budgeted to be distributed to local jurisdictions for local streets and roads projects.

Under Strategy 4, \$885,000 is set aside for Safe Routes to School programs, \$1.13 for crossing guard services and \$1.1 million for Safe Pathways plan development and capital project cost reimbursements.

Measure B Programs:

All expected programs for the upcoming fiscal year under the Measure B Expenditure Plan are presented under the Measure B VRF Programs category. The expected expenditure level for FY2016-17 is \$4.8 million. The expenditures are higher than revenue primarily due to the local streets and roads category. Local Streets Fund under Element 1.1 is allocated every three years. The first allocation cycle was in FY2013-14 and an additional \$2.5 million will be allocated to the local jurisdictions for local street maintenance needs in FY2016-17. For Element 1.2, Bike/Pedestrian Pathways Maintenance, about \$111,000 will be programmed and allocated in FY2016-17. Including expected new revenue for FY2016-17 and potential carryover funds from prior fiscal years, more than \$1.5 million will be available under Element 2, Improving Transit for Seniors and People with Disabilities. Marin Transit fully implemented the various sub-elements under Element 2 and has requested a total of \$937,386 for its FY2016-17 project/program needs. About \$644,000 is budgeted under Element 3 for various employer/employee

TDM programs and for the electric vehicle support program, both part of TAM's VRF Congestion and Pollution Reduction programs.

Interagency Agreements:

The Interagency Agreements category covers fund agreements between TAM and its transportation partners for the implementation of various transportation projects/programs. It includes a total of \$5.99 million for various project/program activities for FY2016-17, of which, \$4.75 million is for the Interagency Agreement between TAM and Marin County for the Central Marin Ferry Connection project, covering final payments for the project that was successfully completed early this year.

TFCA Programs/Projects:

This category includes anticipated reimbursement requests for TFCA projects, such as various TDM projects and the reimbursement anticipated for various active capital projects funded by TFCA funds. The total amount for expenditures anticipated for this category is \$430,000 for FY2016-17.

**FISCAL CONSIDERATION:**

The FY2016-17 Annual Budget presents a complete picture of TAM's expected revenue and expenditure activities for the upcoming fiscal year.

**NEXT STEPS:**

After the adoption of the FY2016-17 Annual Budget, staff will input the final budget numbers into the MIP Financial System. Staff will monitor the agency's revenue and expenditure activities and budget to actual comparison will be presented to the TAM board for review as part of the agency's Quarter Financial Report.

**ATTACHMENTS:**

- Attachment 1 Draft TAM FY2016-17 Annual Budget
- Attachment 2 Assumptions for FY2016-17 Budget Development
- Attachment 3 FY2016-17 City/Town/County CMA Fee Schedule
- Attachment 4 Calculation of FY2016-17 Appropriations Limit
- Attachment 5 FY2016-17 Work Plan by Functional Area

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## Attachment 1 - Draft FY2016-17 Annual Budget

	FY2014-15 Actual	FY2015-16 Final Budget	FY2016-17 Proposed Budget
<b><i>Beginning Balance</i></b>	<b><i>36,438,644</i></b>	<b><i>42,765,961</i></b>	<b><i>44,144,916</i></b>
<b>REVENUE</b>			
Measure A Sales Tax Revenue	25,265,790	25,250,000	25,770,000
Measure B VRF Revenue	2,333,642	2,350,000	2,350,000
Cities/Towns and County Contribution	429,914	559,000	559,000
Interest Revenue	214,096	180,000	230,000
MTC STP/CMAQ Planning Fund and OBAG Grants	910,188	1,331,521	1,314,740
PDA Planning Funds	254,798	602,820	85,729
MTC Regional Measure 2 Fund	1,862,025	5,674,916	2,755,516
Transportation For Clean Air Funding	355,848	358,000	356,000
State STIP PPM Fund	60,523	200,000	49,986
STIP/RTIP/TTIP Funds	1,193,879	1,047,514	1,262,306
Federal Highway Bridge Program Fund	259,227	422,819	247,691
Nonmotorized Transportation Pilot Program Fund	-	27,000	27,000
MTC Climate Initiatives Program Grant/CMAQ	-	78,288	125,000
CMFC NTPP/CMAQ Pass-through		6,200,000	4,500,000
<i>Realized Revenue Line Items for Prior Year</i>	<i>331,483</i>	<i>466,130</i>	<i>-</i>
<b><i>Total Revenue Available</i></b>	<b><i>33,471,413</i></b>	<b><i>44,748,008</i></b>	<b><i>39,632,969</i></b>
<b>EXPENDITURES</b>			
<b>Administration</b>			
Salaries & Benefits	1,922,539	2,074,057	2,203,266
LGS Insurance and HR/Payroll Service Cost	-	-	205,000
Office Lease	146,578	230,000	240,000
Agencywide IT and Computer Equipment Upgrade	24,258	20,000	10,000
Equipment Purchase/Lease	6,224	25,000	10,000
Telephone/Internet/ Web Hosting Services	26,345	23,000	25,000
Office Supplies	22,560	35,000	30,000
Update/Improvement of TAM Website	-	30,000	30,000
Classification Study		-	30,000
Insurance	5,917	15,000	15,000
Financial Audit	21,000	20,000	21,000
Legal Services	54,653	70,000	100,000
Document Reproduction	6,111	35,000	40,000
Memberships	5,615	25,000	25,000
Travel/Meetings/Conferences	19,026	25,000	25,000
Carshare Membership	-	3,000	3,000
Electric Bike Purchase/Lease	-	-	3,000
Professional Development	611	5,000	5,000
Human Resources/Board Support	25,414	50,000	70,000
Information Technology Support	42,660	35,000	40,000
Annual Support & Upgrade of Financial System		40,000	15,000
Misc. Expenses	11,414	13,500	13,500
<b><i>Subtotal, Administration</i></b>	<b><i>2,340,925</i></b>	<b><i>2,773,557</i></b>	<b><i>3,158,766</i></b>

## Attachment 1 - Draft FY2016-17 Annual Budget

	FY2014-15 Actual	FY2015-16 Final Budget	FY2016-17 Proposed Budget
<b>Professional Services</b>			
CMP Update/Traffic Monitoring	73,241	50,000	60,000
Traffic Model Maintenance & Update	749	250,000	200,000
Trip monitoring and reporting	-	75,000	85,000
Countywide Bike/Pedestrian Plan Update	144,515	50,000	19,000
Project Management Oversight	303,561	185,000	210,000
MSN Redwood Landfill Interchange Design	88,500	50,000	10,000
MSN San Antonio Curve Correction Construction Support	313,102	300,000	250,000
MSN San Antonio Bridge Replacement Design	207,859	375,000	200,000
MSN Orange Ave Soundwall Mitigation Design/Construction	579,189	120,000	35,000
HOV Gap Closure Irwin Creek Mitigation Design	45,594	100,000	60,000
HOV Gap Closure Mitigation Irwin Creek Construction Management/Construction	-	300,000	274,231
State Legislative Assistance	35,000	35,000	35,000
Financial Advisor Services	6,870	15,000	15,000
North-South Greenway Gap Closure PA&ED/PS&E	456,964	1,300,000	1,250,000
TAM Junction CM & Construction	32,677	250,000	420,000
Public Outreach Service	51,961	20,000	10,000
Street Smart Program Implementation		27,000	27,000
Carshare Pilot Program Implementation		70,000	140,000
Highway 101 Ramp Metering Special Study		-	50,000
Countywide Transportation Strategic Plan		350,000	110,000
Consulting Pool	15,670	65,000	65,000
<b>Subtotal, Professional Services</b>	<b>2,355,452</b>	<b>3,987,000</b>	<b>3,525,231</b>
<b>Measure A Sales Tax Programs/Projects</b>			
Measure A Compliance Audit	15,720	20,000	20,000
Bike/Ped Path Maintenance	34,648	107,000	137,000
Central Marin Ferry Connector - SMART Insurance Policy		25,000	25,000
<b>Strategy 1 - Transit</b>	<b>11,378,138</b>	<b>13,903,546</b>	<b>16,922,019</b>
<i>Substrategy 1.1 - Local Bus Transit Service</i>	<i>7,364,311</i>	<i>9,000,000</i>	<i>10,000,000</i>
<i>Substrategy 1.2 - Rural Bus Transit System</i>	<i>889,092</i>	<i>1,200,000</i>	<i>1,100,000</i>
<i>Substrategy 1.3 - Special Needs Transit Services</i>	<i>2,035,729</i>	<i>2,203,546</i>	<i>2,572,019</i>
<i>Substrategy 1.4 - Bus Transit Facilities</i>	<i>1,089,006</i>	<i>1,500,000</i>	<i>3,250,000</i>
Strategy 2 - Hwy 101 Gap Closure	-	484,000	250,000
<i>TE/TLC/STP Swap Project</i>	<i>-</i>	<i>484,000</i>	<i>250,000</i>
<b>Strategy 3 - Local Transportation Infrastructure</b>	<b>3,421,671</b>	<b>4,926,277</b>	<b>7,954,400</b>
<i>Substrategy 3.1 - Major Roads</i>	<i>42,829</i>	<i>1,970,000</i>	<i>4,820,000</i>
<i>Substrategy 3.2 - Local Roads</i>	<i>3,378,842</i>	<i>2,956,277</i>	<i>3,134,400</i>



## Attachment 1 - Draft FY2016-17 Annual Budget

	FY2014-15 Actual	FY2015-16 Final Budget	FY2016-17 Proposed Budget
<b>Strategy 4 - Safer Access to Schools.</b>	1,902,958	2,460,000	3,111,000
<i>Substrategy 4.1 - Safe Routes to Schools</i>	688,370	810,000	885,000
<i>Substrategy 4.2 - Crossing Guards</i>	938,015	1,050,000	1,126,000
<i>Substrategy 4.3 - Safe Pathways to School</i>			
<i>Safe Pathways Plan Development</i>	268,799	100,000	100,000
<i>Safe Pathway Capital Projects</i>	7,774	500,000	1,000,000
<b>Subtotal, Measure A Programs</b>	<b>16,753,135</b>	<b>21,925,823</b>	<b>28,419,419</b>
<b>Measure B VRF Programs</b>			
<b>Element 1 - Maintain Local Streets &amp; Pathways</b>	339,914	111,625	110,848
<i>Element 1.1 - Local Streets</i>	-	-	-
<i>Element 1.2 - Bike/Ped Pathways Maintenance</i>	339,914	111,625	110,848
<b>Element 2 - Seniors &amp; Disabled Mobility</b>	863,617	913,386	937,386
<i>Element 2.1 - Mobility Management Programs</i>	125,422	137,578	137,578
<i>Element 2.2 - Paratransit &amp; Low Income Scholarships</i>	228,299	223,000	243,000
<i>Element 2.3 - Paratransit Plus</i>	258,005	290,000	300,000
<i>Element 2.4 - Volunteer Drive &amp; Gap Grant</i>	251,891	262,808	256,808
<b>Element 3 - Reduce Congestion &amp; Pollution</b>	344,277	679,000	644,000
<i>Element 3.1 - Safe Routes to School</i>	198,797	172,000	274,000
<i>Element 3.2 - Trans. Demand Management</i>	104,702	267,000	130,000
<i>Element 3.3 - Discretionary Fuel (EV) Programs</i>	40,778	240,000	240,000
<b>Subtotal, Measure B Programs</b>	<b>1,547,808</b>	<b>1,704,011</b>	<b>1,692,234</b>
<b>Interagency Agreements</b>			
CMFC County Agreement RM2	1,233,921	3,720,000	250,000
CMFC - County Construction Agreement NTPP/CMAQ	-	6,200,000	4,500,000
CMFC - County Parks Mitigation and Monitoring Agreement			400,000
Highway 101 Ramp Metering Local Support	-	100,000	50,000
San Rafael Transit Needs and Relocation Study Funding Agreement	47,151	240,000	5,000
San Rafael Downtown Parking and Wayfinding Study	12,951	210,000	30,000
North-South Greenway (Southern Segment)- County Project Management	-	500,000	750,000
HOV Gap Closure Offsite Landscaping Mitigation Funding Agreement			490,000
<b>Subtotal, Interagency Agreements</b>	<b>1,294,023</b>	<b>10,970,000</b>	<b>5,985,000</b>
<b>TFCA Programs/Projects</b>			
TFCA - TDM Projects/Vanpool Incentive	35,696	16,000	16,000
TFCA - Reimbursement of Various Capital Projects	7,500	414,000	414,000
<b>Subtotal, Other Capital Expenditures</b>	<b>43,196</b>	<b>430,000</b>	<b>430,000</b>
<b>Expended Expenditure Line Items for Prior Year</b>	<b>2,809,557</b>	<b>1,578,662</b>	<b>-</b>
<b>Total Expenditures</b>	<b>27,144,096</b>	<b>43,369,053</b>	<b>43,210,651</b>
<b>Net Change in Fund Balance</b>	<b>6,327,317</b>	<b>1,378,955</b>	<b>(3,577,681)</b>
<b>Ending Balance</b>	<b>42,765,961</b>	<b>44,144,916</b>	<b>40,567,234</b>

## Attachment 1-A

**TRANSPORTATION AUTHORITY OF MARIN**  
**Draft FY2016-17 Annual Budget - CMA**

	FY2014-15 Actual	FY2015-16 Final Budget	FY2016-17 Proposed Budget
<b><i>Beginning Balance - Note 1</i></b>	<b><u>2,854,145</u></b>	<b><u>3,235,792</u></b>	<b><u>3,514,341</u></b>
<b>REVENUE</b>			
Cities/Towns and County Contribution	429,914	559,000	559,000
Interest Revenue	9,113	15,000	15,000
MTC STP/CMAQ Planning Fund & OBAG Grants	910,188	1,331,521	1,314,740
PDA Planning Funds	254,798	602,820	85,729
MTC Regional Measure 2 Fund	1,862,025	5,674,916	2,755,516
Transportation For Clean Air Funding	355,848	358,000	356,000
State STIP PPM Fund	60,523	200,000	49,986
STIP/RTIP/ITIP Funds	1,193,879	1,047,514	1,262,306
Federal Highway Bridge Program Fund	259,227	422,819	247,691
Nonmotorized Transportation Pilot Program Fund	-	27,000	27,000
MTC Climate Initiatives Program Grant/CMAQ		78,288	125,000
CMFC NTPP/CMAQ Pass-through		6,200,000	4,500,000
<i>Realized Revenue Line Items for Prior Year</i>	<i>331,483</i>	<i>466,130</i>	<i>-</i>
<b><i>Total Revenue Available</i></b>	<b><u>5,666,998</u></b>	<b><u>16,983,008</u></b>	<b><u>11,297,969</u></b>
<b>EXPENDITURES</b>			
<b>Administration</b>			
Salaries & Benefits	821,334	939,458	1,296,452
LGS Insurance and HR/Payroll Service Cost			120,627
Agency wide IT Related Equipment Upgrade		-	-
Office Supplies	834	5,000	5,000
Legal Services	15,398	30,000	30,000
Document Reproduction	317	15,000	10,000
Memberships	2,000	20,000	20,000
Travel/Meetings/Conferences	6,020	12,000	12,000
Carshare Membership/Car Lease		1,500	1,500
Professional Development		2,500	2,500
Human Resources/Board Support		20,000	10,000
Misc. Expenses	631	2,500	2,500
<b><i>Subtotal, Administration</i></b>	<b><i>846,534</i></b>	<b><i>1,047,958</i></b>	<b><i>1,510,579</i></b>
<b>Professional Services</b>			
CMP Update/Traffic Monitoring	73,241	50,000	60,000
Traffic Model Maintenance & Update	749	250,000	200,000
Trip monitoring and reporting	-	75,000	85,000
Countywide Bike/Pedestrian Plan Update	144,515	50,000	19,000
Project Management Oversight	211,682	100,000	100,000
MSN Redwood Landfill Interchange Design	88,500	50,000	10,000

## Attachment 1-A

**TRANSPORTATION AUTHORITY OF MARIN**  
**Draft FY2016-17 Annual Budget - CMA**

	FY2014-15 Actual	FY2015-16 Final Budget	FY2016-17 Proposed Budget
MSN San Antonio Curve Correction Construction Support	313,102	300,000	250,000
MSN San Antonio Bridge Replacement Design	207,859	375,000	200,000
MSN Orange Ave Soundwall Mitigation Design/Construction	579,189	120,000	35,000
HOV Gap Closure Irwin Creek Mitigation Design	45,594	100,000	60,000
HOV Gap Closure Mitigation Irwin Creek Construction Management/Construction	-	300,000	274,231
State Legislative Assistance	35,000	35,000	35,000
Financial Advisor Services	-	5,000	5,000
North-South Greenway Gap Closure PA&ED/PS&E	456,964	1,300,000	1,250,000
TAM Junction CM & Construction	32,677	250,000	420,000
Public Outreach Service	41,289	10,000	5,000
Street Smart Program Implementation		27,000	27,000
Carshare Pilot Program Implementation		70,000	140,000
Highway 101 Ramp Metering Special Study		-	50,000
Countywide Transportation Strategic Plan		234,000	110,000
TDM Support			70,000
Consulting Pool	-	25,000	25,000
<b>Subtotal, Professional Services</b>	<b>2,230,361</b>	<b>3,726,000</b>	<b>3,430,231</b>
<b>Interagency Agreements</b>			
CMFC County Agreement RM2	1,233,921	3,720,000	250,000
CMFC - County Construction Agreement NTPP/CMAQ		6,200,000	4,500,000
CMFC - County Parks Mitigation and Monitoring Agreement			400,000
Highway 101 Ramp Metering Local Support	-	100,000	50,000
San Rafael Transit Needs and Relocation Study Funding Agreement	47,151	240,000	5,000
San Rafael Downtown Parking and Wayfinding Study	12,951	210,000	30,000
North-South Greenway (Southern Segment)- County Project Management	-	500,000	750,000
HOV Gap Closure Offsite Landscaping Mitigation Funding Agreement		-	490,000
<b>Subtotal, Interagency Agreements</b>	<b>1,294,023</b>	<b>10,970,000</b>	<b>5,984,997</b>
<b>TFCA Programs/Projects</b>			
TFCA - TDM Projects/Vanpool Incentive	35,696	16,000	16,000
TFCA - Reimbursement of Various Capital Projects	7,500	414,000	414,000
<b>Subtotal, Other Capital Expenditures</b>	<b>43,196</b>	<b>430,000</b>	<b>430,000</b>
<b>Expired Expenditure Line Items for Prior Year</b>	<b>871,237</b>	<b>530,500</b>	
<b>Total Expenditures</b>	<b>5,285,351</b>	<b>16,704,458</b>	<b>11,355,807</b>
<b>Net Change in Fund Balance</b>	<b>381,647</b>	<b>278,550</b>	<b>(57,838)</b>
<b>Ending Balance</b>	<b>3,235,792</b>	<b>3,514,341</b>	<b>3,456,503</b>

## Attachment 1-B

**TRANSPORTATION AUTHORITY OF MARIN**  
**Draft FY2016-17 Annual Budget - Measure A**

	FY2014-15 Actual	FY2015-16 Final Budget	FY2016-17 Proposed Budget
<b><i>Beginning Balance - Note 1</i></b>	<b><u>31,294,326</u></b>	<b><u>36,543,672</u></b>	<b><u>37,130,577</u></b>
<b>REVENUE</b>			
Measure A Sales Tax	25,265,790	25,250,000	25,770,000
Interest Revenue	192,917	150,000	200,000
<b><i>Total Revenue Available</i></b>	<b><u>25,458,707</u></b>	<b><u>25,400,000</u></b>	<b><u>25,970,000</u></b>
<b>EXPENDITURES</b>			
<b>Administration</b>			
Salaries & Benefits	1,024,608	1,014,110	800,849
LGS Insurance and HR/Payroll Service Cost			74,514
Office Lease	146,578	230,000	240,000
Agency IT Related Equipment Upgrade	24,258	20,000	10,000
Equipment Purchase/Lease	6,224	25,000	10,000
Telephone/Internet/ Web Hosting Services	26,345	23,000	25,000
Office Supplies	21,726	30,000	25,000
Update/Improvement of TAM Website	-	30,000	30,000
Classification Study			30,000
Insurance	5,917	15,000	15,000
Financial Audit	21,000	20,000	21,000
Legal Services	39,255	30,000	60,000
Document Reproduction	5,182	15,000	25,000
Memberships	3,615	5,000	5,000
Travel/Meetings/Conferences	12,601	12,000	12,000
Carshare Membership	-	1,500	1,500
Electric Bike Purchase/Lease			3,000
Professional Development	611	2,500	2,500
Human Resources/Board Support	25,414	30,000	60,000
Information Technology Support	42,660	35,000	40,000
Annual Support & Upgrade of Financial System		40,000	10,000
Misc. Expenses	9,771	10,000	10,000
<b><i>Subtotal, Administration</i></b>	<b><u>1,415,765</u></b>	<b><u>1,588,110</u></b>	<b><u>1,510,363</u></b>
<b>Professional Services</b>			
Project Management Oversight	68,929	75,000	100,000
Financial Advisor/Sales Tax Audit Services	6,870	10,000	10,000
Public Outreach Contract	10,672	10,000	5,000
County Transportation Strategic Plan		116,000	-
Consulting Pool	15,670	40,000	40,000
<b><i>Subtotal, Professional Services</i></b>	<b><u>102,141</u></b>	<b><u>251,000</u></b>	<b><u>155,000</u></b>

## Attachment 1-B

**TRANSPORTATION AUTHORITY OF MARIN**  
**Draft FY2016-17 Annual Budget - Measure A**

	FY2014-15 Actual	FY2015-16 Final Budget	FY2016-17 Proposed Budget
<b>Measure A Sales Tax Programs/Projects</b>			
Measure A Compliance Audit	15,720	20,000	20,000
Bike/Ped Path Maintenance	34,648	107,000	137,000
Central Marin Ferry Connector - SMART Insurance Policy		25,000	25,000
<u>Strategy 1 - Transit</u>	<u>11,378,138</u>	<u>13,903,546</u>	<u>16,922,019</u>
<i>Substrategy 1.1 - Local Bus Transit Service</i>	<i>7,364,311</i>	<i>9,000,000</i>	<i>10,000,000</i>
<i>Substrategy 1.2 - Rural Bus Transit System</i>	<i>889,092</i>	<i>1,200,000</i>	<i>1,100,000</i>
<i>Substrategy 1.3 - Special Needs Transit Services</i>	<i>2,035,729</i>	<i>2,203,546</i>	<i>2,572,019</i>
<i>Substrategy 1.4 - Bus Transit Facilities</i>	<i>1,089,006</i>	<i>1,500,000</i>	<i>3,250,000</i>
<u>Strategy 2 - Hwy 101 Gap Closure</u>	<u>-</u>	<u>484,000</u>	<u>250,000</u>
<i>TE/TLC/STP Swap Project</i>		<i>484,000</i>	<i>250,000</i>
<u>Strategy 3 - Local Transportation Infrastructure</u>	<u>3,421,671</u>	<u>4,926,277</u>	<u>7,954,400</u>
<i>Substrategy 3.1 - Major Roads</i>	<i>42,829</i>	<i>1,970,000</i>	<i>4,820,000</i>
<i>Substrategy 3.2 - Local Roads</i>	<i>3,378,842</i>	<i>2,956,277</i>	<i>3,134,400</i>
<u>Strategy 4 - Safer Access to Schools.</u>	<u>1,902,958</u>	<u>2,460,000</u>	<u>3,111,000</u>
<i>Substrategy 4.1 - Safe Routes to Schools</i>	<i>688,370</i>	<i>810,000</i>	<i>885,000</i>
<i>Substrategy 4.2 - Crossing Guards</i>	<i>938,015</i>	<i>1,050,000</i>	<i>1,126,000</i>
<i>Substrategy 4.3 - Safe Pathways To School</i>			
<i>Safe Pathways Plan Development</i>	<i>268,799</i>	<i>100,000</i>	<i>100,000</i>
<i>Safe Pathway Capital Projects</i>	<i>7,774</i>	<i>500,000</i>	<i>1,000,000</i>
<b>Subtotal, Measure A Programs</b>	<b>16,753,135</b>	<b>21,925,823</b>	<b>28,419,419</b>
<i>Expired Expenditure Line Item for Prior Year</i>	<i>1,938,320</i>	<i>1,048,162</i>	
<b>Total Expenditures</b>	<b>20,209,361</b>	<b>24,813,095</b>	<b>30,084,782</b>
<b>Net Change in Fund Balance</b>	<b>5,249,346</b>	<b>586,905</b>	<b>(4,114,782)</b>
<b>Ending Balance</b>	<b>36,543,672</b>	<b>37,130,577</b>	<b>33,015,795</b>

## Attachment 1-C

**TRANSPORTATION AUTHORITY OF MARIN**  
**Draft FY2016-17 Annual Budget - Measure B**

	FY2014-15 Actual	FY2015-16 Final Budget	FY2016-17 Proposed Budget
<b><i>Beginning Balance - Note 1</i></b>	<u>2,290,173</u>	<u>2,986,497</u>	<u>3,499,997</u>
<b>REVENUE</b>			
Measure B Vehicle Registration Fee	2,333,642	2,350,000	2,350,000
Interest Revenue	12,066	15,000	15,000
<b><i>Total Revenue Available</i></b>	<u>2,345,708</u>	<u>2,365,000</u>	<u>2,365,000</u>
<b>EXPENDITURES</b>			
<b>Administration</b>			
Salaries & Benefits	76,597	120,489	105,965
LGS Insurance and HR/Payroll Service Cost			9,859
Legal		10,000	10,000
Document Reproduction	612	5,000	5,000
Travel/Meeting/Conference	405	1,000	1,000
Misc. Expense	1,012	1,000	1,000
<b><i>Subtotal, Administration</i></b>	<u>78,626</u>	<u>137,489</u>	<u>132,824</u>
<b>Professional Services</b>			
Project Management Oversight	22,950	10,000	10,000
<b>Measure B Programs</b>			
<b>Element 1 - Maintain Local Streets &amp; Pathways</b>	<u>339,914</u>	<u>111,625</u>	<u>2,617,897</u>
<i>Element 1.1 - Local Streets</i>	-	-	2,507,049
<i>Element 1.2 - Bike/Ped Pathways</i>	339,914	111,625	110,848
<b>Element 2 - Seniors &amp; Disabled Mobility</b>	<u>863,617</u>	<u>913,386</u>	<u>937,386</u>
<i>Element 2.1 - Mobility Management Programs</i>	125,422	137,578	137,578
<i>Element 2.2 - Paratransit &amp; Low Income Scholarships</i>	228,299	223,000	243,000
<i>Element 2.3 - Paratransit Plus</i>	258,005	290,000	300,000
<i>Element 2.4 - Volunteer Drive &amp; Gap Grant</i>	251,891	262,808	256,808
<b>Element 3 - Reduce Congestion &amp; Pollution</b>	<u>344,277</u>	<u>679,000</u>	<u>644,000</u>
<i>Element 3.1 - Safe Routes to School/ Street Smart Program</i>	198,797	172,000	274,000
<i>Element 3.2 - Commute Alternative Programs</i>	104,702	267,000	130,000
<i>Element 3.3 - Alternative Fuel Vehicle Program</i>	40,778	240,000	240,000
<b><i>Subtotal, Measure B Programs</i></b>	<u>1,547,808</u>	<u>1,714,011</u>	<u>4,209,283</u>
<b><i>Expired Expenditure Line Items for Prior Year</i></b>			
<b><i>Total Expenditures</i></b>	<u>1,649,384</u>	<u>1,851,500</u>	<u>4,342,107</u>
<b>Net Change in Fund Balance</b>	696,324	513,500	(1,977,107)
<b><i>Ending Balance</i></b>	<u>2,986,497</u>	<u>3,499,997</u>	<u>1,522,890</u>

## Attachment 2 - Assumptions for FY2016-17 Budget Development

Budget Line item	Assumption
<b>REVENUES</b>	
Measure A Sales Tax Revenue	\$25.77 million revenue estimate based on the current disbursements received and economic conditions
Measure B VRF Revenue	\$2.35 million estimated based on the most recent Marin County vehicle registration data and DMV fee off the top
Cities/Towns and County Contribution	The base contribution is \$430,000, local jurisdictions have agreed to a 5-year, 30%/\$129,000 increase to fund a few special projects, starting in FY2015-16, collected based on 50% lane-miles/50% population formula
Interest Revenue	Based on estimated fund balance and investment return rate
MTC STP/CMAQ Planning Fund and OBAG Grants	Estimated reimbursement fund for the following work elements: staff cost funded by MTC planning funds, CMP, traffic model, TAM Junction PA&ED, Ramp Metering, and Sausalito South Gateway Improvement Study and bike plan updates
PDA Planning Funds	Of \$750,000 total available, CBTP's, Fairfax to San Rafael Transit study finished estimated reimbursement for programmed projects: Downtown Bettini Transit facilities study, and San Rafael's Downtown Parking Study
MTC Regional Measure 2 Fund	Based on project and staff needs estimates for the Central Marin Ferry Connection Project and North/South Greenway Gap Closure (Northern Segment and Southern Segment). RM2 for County of Marin will be pass-through Agreements
Transportation For Clean Air Funding	FY2016-17 revenue disbursement estimated based on FY2014-15 actual revenue collection
State STIP PPM Fund	\$206,000 of STIP PPM funds allocation in FY2016-17, \$52K budgeted for staffing cost
STIP/RTIP/ITIP Funds	State funding allocated to various MSN projects and HOV Gap Closure Mitigation project
Federal Highway Bridge Program	Funds for San Antonio Creek Bridge replacement project managed by TAM for County of Marin
Nonmotorized Transportation Pilot Program Fund	Estimated \$27,000 reimbursement next year- \$60,000 NTPP grant from the County for Street Smarts work
MTC Climate Initiatives Program Grant/CMAQ	MTC grant expected for the Carshare Pilot Program implementation with \$15K Measure B funding contribution approved
CMFC NTPP/CMAQ Pass-through	Funds for payment on outstanding billing for Central Marin Ferry Connector
<b>EXPENDITURES</b>	
<b>Administration</b>	
<i>Salaries &amp; Benefits</i>	Estimated based on the proposed staffing plan, 12.6 FTE positions, this line include all salary, benefit as well as CalPERS OPEB (Other Post-Employment Benefit) liability payoff for all employees hired by LGS/RGS. Numbers will be revised to reflect the transition of employees from LGS to TAM.
<i>LGS Insurance and HR/Payroll Service Cost</i>	Cost of various insurance, payroll and HR services provided by LGS/RGS.
<i>Office Lease</i>	Lease cost under the new lease term
<i>Agencywide IT and Computer Equipment Upgrade</i>	Cover scheduled IT equipment upgrade needs
<i>Equipment Purchase/Lease</i>	For mail, copy, scan and other office equipment needs
<i>Telephone/Internet/ Web Hosting Services</i>	Estimates based on prior year usage of actual cost of the telephone/internet and cell phone services.

<b>Budget Line item</b>	<b>Assumption</b>
<i>Office Supplies</i>	Estimated based on FY2014-15 actual expenditures for office supplies needs, including all routine printing supply and copy costs.
<i>Update/Improvement of TAM Website</i>	Continued updates of TAM's website and incorporating microsites
<i>Classification Study</i>	Budget needed for a comprehensive classification study, TAM positions last reviewed and ranges adopted in 2011 based on 2010 data. Update effort in FY 2016-17 to take affect FY 2017-18.
<i>Insurance</i>	Based on current insurance cost and potential need of extra insurance to cover construction management risk
<i>Financial Audit</i>	Based on current/expected financial and compliance audit contracts other than Measure A compliance which is included under the Measure A Programs
<i>Legal Services</i>	For general legal services received from County Counsel and special legal services from outside legal teams. Increased work related to LGS PERS audit.
<i>Document Reproduction</i>	Based on estimated expenditures of major report production, including TAM and COC Annual Report, design services and copy editing
<i>Memberships</i>	Based on Self Help Counties Coalition, CalCOG, MCEP dues for employees' professional memberships and Marin Map-note increase primarily due to Marin Map capabilities now being suitable for TAM's projected work
<i>Travel/Meetings/Conferences</i>	Based on estimated staff work travel needs
<i>Carshare Membership</i>	Carshare membership and usage cost to provide option for staff who needs to travel to meetings.
<i>Professional Development</i>	Use by TAM staff for frequent short trips vicinity TAM offices including to/from Marin Civic Center
<i>Professional Development</i>	For staff professional development/computer skill training/classes
<i>Human Resources/Board Support</i>	For projected routine HR and board support functions beyond what is provided by LGS/RGS, including additional \$30,000 for potential support needed with LGS/TAM/CalPERS work.
<i>Information Technology Support</i>	For routine IT and web support needs
<i>Misc. Expenses</i>	For any necessary misc. administration needs that are not included in the above budget lines
<b>Professional Services</b>	
<i>CMP Update/Traffic Monitoring</i>	For the update of the Congestion Management Plan as required by State law, data collection will be performed in FY2016-17 and the CMP Update will be completed in FY 2017-18, estimated FY 2015-16 budget requirement: \$50,000
<i>Traffic Model Maintenance &amp; Update</i>	New contract. Modeling services estimated at \$200k with new model software and hardware included, as well as model development, SB743 modeling assistance, origin and destination studies and validation of model.
<i>Trip monitoring and reporting</i>	Ongoing trip counts and monitoring on state highways, major arterials and bike/ped facilities. Work includes various trip types on weekdays and weekends
<i>Countywide Bike/Pedestrian Plan Update</i>	Completing final bike/ped plan updates in Fall of 2016
<i>Project Management Oversight</i>	On-call consultant contract to meet TAM's various project/program management needs, estimate based on past use and PM input
<i>MSN Redwood Landfill Interchange Design</i>	Project completed, project features to be accepted by County. Minor work in FY 2016-17 to finalize project files and payments
<i>MSN San Antonio Curve Correction Construction Support</i>	Highway 101 at San Antonio Bridge Curve Correction project has entered the construction phase. Estimated remaining spending authority per Caltrans Coop is \$500,000 – Estimated FY 2016-17 budget requirement: \$250,000.



Budget Line item	Assumption
<i>MSN San Antonio Bridge Replacement Design</i>	Replace San Antonio Road Bridge over San Antonio Creek. While the project has been environmentally cleared as part of the overall MSN project, the project documents must be revalidated before detailed design can commence. Estimated remaining spending authority per Marin Caltrans Coop is \$500,000 - Estimated FY 2016-17 budget requirement: \$200,000.
<i>MSN Orange Ave Soundwall Mitigation Design/Construction</i>	Provide design support for MSN mitigation in Marin County including Orange Avenue soundwall – Estimated remaining spending authority per Caltrans Coop and estimated FY 2016-17 budget requirement: \$120,000.
<i>HOV Gap Closure Irwin Creek Mitigation Design</i>	Provide design support services for the Hwy 101 Gap Closure Mitigation along Irwin Creek and Brookdale Avenue. Project scope changed to include Brookdale Visual Mitigation site only. Expenditure to date \$100,000
<i>HOV Gap Closure Mitigation Irwin Creek Construction Management/Construction</i>	Implement capital construction activities and provide construction management services for the Hwy 101 Gap Closure Mitigation along Brookdale Avenue. Construction scheduled for fall 2016
<i>State Legislative Assistance</i>	State legislative assistance and advocacy contract
<i>Financial Advisor Services</i>	For sales tax monitoring and allocation audit services and on-call financial advisor team to help TAM with various transportation financing issues
<i>North-South Greenway Gap Closure PA&amp;ED/PS&amp;E</i>	Northern Segment - Finalize preliminary engineering & environmental services required to obtain project approval and approval of the environmental document. Initiate final design Southern Segment - Analyze alternative alignments. Initiate environmental studies Expenditures to date \$1.1M
<i>TAM Junction CM &amp; Construction</i>	Almonte Shoreline - Class 2 bikepath along Highway 1 from Coyote Creek Bridge to Flamingo Road, construction expected Fall 2016
<i>Public Outreach Service</i>	Public outreach consultant support for unique efforts such as Innovations Workshop Fall 2016, Strategic Vision Plan, revenue measure outreach, etc.
<i>Street Smart Program Implementation</i>	Street Smart program implementation work paid by NTPP, includes replacement of banners
<i>Carshare Pilot Program Implementation</i>	consultant support for the implementation of the carshare pilot program
<i>Highway 101 Ramp Metering Special Study</i>	To respond to local traffic concerns regarding potential impacts, TAM will continue working with Caltrans to develop a Preliminary Implementation Plan to determine metering rates, which is expected to be funded by Caltrans. The Final Implementation Plan will be completed immediately prior to activation of metering lights
<i>Countywide Transportation Strategic Plan</i>	\$350k total project costs, \$116k in Measure A/HIP swap funds approved by the Board, \$110k remaining in consultant contract.
<i>TDM Support</i>	TAM delegated role of employer support due to MTC 511 program change. Work includes managing Telecommute Initiative and TDM outreach. New TDM elements expected 2016 due to SMART coming online.
<i>Consulting Pool</i>	A pool of small consultant contracts for various small misc. services, amount reflective of previous years

Budget Line item	Assumption
<b>Measure A Programs</b>	
<i>Measure A Compliance Audit</i>	For the annual compliance audit need of selected project sponsors
<i>Bike/Ped Path Maintenance</i>	Amount available for routine maintenance for regional paths according to the current Bike/Ped Path Maintenance Policy of TAM, \$107,000 annual amount as approved by the TAM Board at its April 24, 2014 meeting.
<i>Central Marin Ferry Connector - SMART Insurance Policy</i>	As a condition of the Cooperative Agreement TAM will reimburse SMART for the cost of insurance for the new bridge over SFDB in their right-of-way until such time passenger rail service is extended to Larkspur.
<b>Strategy 1 - Transit</b>	
<i>Substrategy 1.1 - Local Bus Transit Service</i>	Up to \$9.0 million can be claimed for Strategy 1.1 - Local Bus Transit Services
<i>Substrategy 1.2 - Rural Bus Transit System</i>	Up to \$0.92 million can be claimed for Strategy 1.2 - Rural Bus Transit System
<i>Substrategy 1.3 - Special Needs Transit Services</i>	Up to \$2.3 million can be claimed for Strategy 1.3 - Special Needs Transit Services
<i>Substrategy 1.4 - Bus Transit Facilities</i>	Up to \$1.6 million can be claimed for Strategy 1.4 - Bus Transit Facilities
<b>Strategy 2 - Hwy 101 Gap closure</b>	
<i>TE/TLC/STP Swap Project Reimbursement</i>	Hwy 101 Gap Closure remaining Measure A and federal fund swap for local projects, the remaining \$484,000 that is reserved for the County of Marin HIP Project was redirected to the City of San Rafael's Grant Ave Bridge Project. \$250,000 is estimated to be paid for eligible project costs in FY2016-17.
<b>Strategy 3 - Local Transportation Infrastructure</b>	
<i>Substrategy 3.1 - Major Roads</i>	Expected FY2016-17 expenditures/reimbursements for Major Roads projects is \$4.82 million, including \$3.72 million for Miller Ave, \$0.8 million for SFD/County project, \$0.3 million for Third Street/SR.
<i>Substrategy 3.2 - Local Roads</i>	Total allocation for FY2016-17 Local Roads projects is \$3.43 million.
<b>Strategy 4 - Safer Access to Schools</b>	
<i>Substrategy 4.1 - Safe Routes to Schools</i>	Total SR2S contract for FY2016-17 is \$885k, funds come out of Strategy 4.1, Strategy 4.3 also contributes to SR2S contract budget.
<i>Substrategy 4.2 - Crossing Guards</i>	Crossing guard cost based on \$22.00 hourly rate, service level at 61 guards, also including summer school service and transit reimbursement ( note Measure B VRF also funds guards)
<i>Substrategy 4.3 - Safe Pathways To School</i>	
<i>Safe Pathways Plan Development</i>	Total SR2S contract for FY2016-17 is \$885k, Total for 4.3 is \$100K, Strategy 4.1 also contributes to SR2S contract budget
<i>Safe Pathway Capital Projects</i>	\$3.48 million allocated March 2015, estimated reimbursement for FY2016-17 is \$1 million.

Budget Line item	Assumption
<b>Measure B Programs</b>	
<b><i>Element 1 - Maintain Local Streets &amp; Pathways</i></b>	
<i>Element 1.1 - Local Streets</i>	Based on project/program needs, allocation every three years. First round of allocation happened FY2013-14, second round in FY2016-17.
<i>Element 1.2 - Bike/Ped Pathways Maintenance</i>	About \$100K, 5% of Measure B revenue, is assigned annually per Board policy to reimburse member agencies for routine maintenance cost of eligible paths
<b><i>Element 2 - Seniors &amp; Disabled Mobility</i></b>	
<i>Element 2.1 - Mobility Management Programs</i>	To implement a Mobility Management Program that identifies and implements mobility options for Senior and Persons with Disabilities
<i>Element 2.2 - Paratransit &amp; Low Income Scholarships</i>	Support and enhance Paratransit and other local services focusing on this population
<i>Element 2.3 - Paratransit Plus</i>	"Paratransit Plus" program to serve older seniors who may not qualify for service under the Americans with Disabilities Act.
<i>Element 2.4 - Volunteer Drive &amp; Gap Grant</i>	Implement other innovative programs to provide mobility to seniors as an alternative to driving
<b><i>Element 3 - Reduce Congestion &amp; Pollution</i></b>	
<i>Element 3.1 - Safe Routes to School/Street Smart Program</i>	\$255K for crossing guard services, 16 guards are funded under Measure B, including \$16,000 for street smart education
<i>Element 3.2 - Trans. Demand Management</i>	TDM program to include Emergency Ride Home, rideshare training, business outreach, carshare, and other programs; program management; Carshare pilot; includes program coordination and administration and 511 program transition support.
<i>Element 3.3 - EV Discretionary Programs</i>	Alternative Fuel program to include capital match funds for EV fleet replacement, and ongoing grant matches for infrastructure, planning, education and marketing. FY 2016-17 program will reestablish a matching grant program for public agency charging stations – Estimated FY 2016-17 budget requirement: \$240,000
<b>Interagency Agreement</b>	
<i>CMFC County Agreement RM2</i>	Cooperative Agreement with the Marin County for construction and construction management services. Once facility is placed in service the Parks Department will maintain the new facility.
<i>CMFC - County Construction Agreement NTPP/CMAQ</i>	Per Caltrans direction payments for federal construction funding must be made to TAM as project sponsor. Pass though agreement reimburses County.
<i>CMFC - County Parks Mitigation and Monitoring Agreement</i>	Funding for Parks Department to implement off-site habitat mitigation and monitoring program per regulator permits. Parks also leading onsite monitoring and reporting.
<i>Highway 101 Ramp Metering Local Support</i>	CMA planning funds used to assess effects of ramp metering on local roads and reimburse the local jurisdictions for the support costs.
<i>San Rafael Transit Needs and Relocation Study Funding Agreement</i>	PDA support funding provided to San Rafael and GGT for San Rafael Bus Transit Needs and Relocation of Bus Transit Facilities project
<i>San Rafael Downtown Parking and Wayfinding Study</i>	PDA support funding provided to San Rafael to assess parking needs and opportunities in downtown PDA.

<b>Budget Line item</b>	<b>Assumption</b>
<i>North-South Greenway (Southern Segment)- County Project Management</i>	County of Marin has agreed to led the development of the North-South Greenway Southern Segment. Funding Agreement for preliminary engineering and environmental assessment.
<i>HOV Gap Closure Offsite Landscaping Mitigation Funding Agreement</i>	Agreement with Caltrans for off-site mitigation for the Highway 101 Gap Closure Project, total RTIP funding \$800K, \$490K for the agreement, \$35,132 staffing cost, and \$274,828 for construction and construction management.
<b>Other Capital Expenditures</b>	
<i>TFCA - TDM Projects/ Vanpool Incentive</i>	TFCA funds budgeted as incentive for Vanpool and other TDM projects
<i>TFCA - Reimbursement of Various Capital Projects</i>	Anticipated reimbursement request level from various TFCA project sponsors.

## Attachment 3 - FY2016-17 City/Town/County CMA Fee Schedule

Agency	SHARE			
	% Share	\$ Share of Base Fee	\$ Share of Temp Increase	Total FY2016-17 CMA Fee
Belvedere	0.98%	\$4,224	\$1,267	\$5,491
Corte Madera	3.52%	\$15,135	\$4,540	\$19,675
Fairfax	2.75%	\$11,829	\$3,549	\$15,378
Larkspur	3.93%	\$16,888	\$5,066	\$21,955
Mill Valley	5.70%	\$24,522	\$7,357	\$31,879
Novato	18.20%	\$78,247	\$23,474	\$101,721
Ross	1.02%	\$4,392	\$1,318	\$5,709
San Anselmo	4.44%	\$19,089	\$5,727	\$24,816
San Rafael	19.63%	\$84,405	\$25,321	\$109,726
Sausalito	2.65%	\$11,405	\$3,421	\$14,826
Tiburon	3.46%	\$14,867	\$4,460	\$19,327
County	33.72%	\$144,998	\$43,499	\$188,497
<b>Total</b>	<b>100.00%</b>	<b>\$430,000</b>	<b>\$129,000</b>	<b>\$559,000</b>

**Notes:**

1. Based on 50% lane miles and 50% population formula.
2. California Department of Finance (DOF) - May 2016
3. Metropolitan Transportation Commission (MTC) - May 2016

### Attachment 4 - Calculation of FY2016-17 Appropriation Limit

#### Calculation of FY2016-17 Appropriation Limit

FY2015-16 Appropriation Limit	\$ 77,907,047
Inflation Factor (Per capita income change, 2013-2014)*	X 1.0458
Population Factor (Population change, 2014-2015)**	X 1.0018
FY2016-17 Appropriation Limit	\$ 81,619,549

#### Appropriations Subject to the Limit

FY2016-17 Appropriation Limit	\$ 81,619,549
FY2016-17 Appropriations Subject to Limit	\$ 25,970,000
Amount under Limit	\$ 55,649,549

#### Data Sources:

\* Marin County Per Capita Income change data from 2013 to 2014 is from California Regional Exonomic Analysis Project.  
[https://california.reaproject.org/analysis/comparative-trends-analysis/per\\_capita\\_personal\\_income/tools/60041/60000/](https://california.reaproject.org/analysis/comparative-trends-analysis/per_capita_personal_income/tools/60041/60000/)

\*\* Marin County population change data from 2014 to 2015 is from the US Census.  
<http://www.census.gov/quickfacts/table/PST045215/06041>

## FY2016-17 Project Delivery Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
<b>PROJECTS DIRECTLY MANAGED BY TAM</b>					
1	Manage on-call PMO contract	Dan C	Contract and Task Order Management	Ongoing	CMA
2	Crossing Guard Program - Manage	Dan C	Renew current contract for FY 2016/2017	Summer 2016	Measure A & B
3	Manage Almonte / Shoreline Bicycle Improvement Project	Dan C	Managing final design/construction Fall 2016	Fall 2016	Measure A
4	Develop TAM as construction manager	Dan C/ Bill W	Provide construction oversight on Brookdale Ave. Mitigation and Tam Junction	Fall 2016	CMA
5	US 101 Ramp Metering Program - Phase One. Data Collection and Tiburon East/ Blithedale special traffic study with existing conditions (NB 101 in So. Marin)	Bill W	Project design on hold until additional funding can be secured by Caltrans. Presented traffic studies regarding local road/ ramp interface areas, including adding possible auxiliary lanes approaching the US101/SR131 Interchange. Preliminary Implementation Plan will be prepared in advance of the final design to identify signal metering rates. Plan is expected to be funded by Caltrans.	On hold	CMA
6	Manage Semi-Annual Traffic Data and Origin and Destination Data collection and reporting	Dan C/Nick	Work with Planning Manager to develop a system to monitor traffic distribution along various routes in Marin.	Ongoing	CMA
7	Manage TAM Technical Advisory Committee	Dan C	Manage TAM TAC to hold meetings as necessary for Crossing Guard and Major Road Issues	Ongoing	Measure A
8	Manage Hwy 101/Blithedale Bicycle and Pedestrian Improvements	Nick	Study potential improvements in the vicinity of the Blithedale Overcrossing - Study Report; Draft report completed in Fall 2015. Incorporate traffic improvement opportunities and go to Board for study approval	Summer, 2016	CMA
9	CMFC Construction Project Close-out. Provide oversight of On/Off-Site Habitat Mitigation and Report Requirements.	Bill W	Manage TAM's Fiduciary Responsibility for project close out and fulfillment of mitigation commitments	Mitigation and Reporting until 2021	CMA

## FY2016-17 Project Delivery Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
10	Study of improvements at Bellam/ 580 for RSR Project	Dan C	Manage work by CSW/ Darlene Whitlock. Coordinate with City SR DPW - consider next steps ( PSR-PDS, PSE, Construction) including funding	Ongoing	CMA
11	Implement improvements to the approaches to the Richmond San Rafael Bridge.	Dan C / Bill W	Develop improvements identified and agreed to by working group of affected parties. Retain design services and seek design/ construction funding. Work with County as part of West SFD corridor design.	Ongoing	CMA
12	San Antonio Road Bridge Replacement	Nick	Manage Design Phase, including coordination with environmental update, utility relocation , right-of-way activities, prepare PSE - construction docs	Construction Obligation Fall 2017	CMA
13	Project Initiation Document - Caltrans Annual Update	Bill W with DS	Provides a 3-year look ahead of project initiation documents for upcoming highway related projects	Annually	CMA
14	Bicycle Path Routine Maintenance Funding Program	Bill W/ David C	Coordinate with local jurisdictions to determine eligible paths and routine maintenance reimbursements	Annually	Measure A & B
15	US101 HOV Gap Closure Mitigation/ Brookdale Visual Mitigation	Bill W	Coordinate Design elements with the City of San Rafael and implement the planting and visual mitigation commitments	Construction Fall 2016	CMA
16	MSN Mitigation/Orange Ave. sound wall	Nick	Coordinate, Develop and implement MSN Mitigation and Orange Soundwall Project; Final design complete/construction funds June 2015 CTC; Summer 2016 completion	Construction Fall 2015	CMA
17	North/South Greenway - Northern Segment (TAM) - Southern Segment (County)	Bill W	Northern Segment - Finalize Preliminary Engineering/ Environmental Document with oversight by Caltrans, and Larkspur. Initiate final design. Provide assistance and project coordination for the Southern Segment being led by the County of Marin	Northern Segment Final Design Summer 2017 Southern Segment - PE/ED TBD	CMA
18	Consider new connector I-580 to Hwy 101	Dan C	Initiate PSR - funding unknown	Ongoing	CMA



## FY2016-17 Project Delivery Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
<b>PROJECTS BY OTHERS WITH TAM AS ACTIVE PARTNER</b>					
19	MSN Construction Contract B1	Nick	Coordinate issues resolution among various partners/complete and close-out project	Summer 2016	CMA
20	MSN Construction Contract A3	Nick	Resolve construction support funding issue with Caltrans	Summer 2016	CMA
21	MSN Curve Correction B3	Nick	Manage design contract and delivery of Curve Correction project. Coordination with project partners. Construction start April 2016. 3 year construction	Ongoing for 3+ years	CMA
22	Monitor Regional Managed Lane Programs	Dan C/Dianne	Monitor regional managed lane activities. Monitor state and federal guidelines as they relate to managed lanes. Attend MTC MLIP Meetings	Ongoing	CMA
23	Shoulder Running Lane and Multi-use Path on Richmond San Rafael Bridge-General Coordination	Dan C/ D Steinhauser	Work with Caltrans, BATA, CCTA and City of Richmond to represent TAM with the RSR Bridge project	Ongoing	CMA
<b>PROJECTS BY OTHERS WITH TAM IN AN OVERSIGHT ROLE</b>					
24	SMART Access Coordination	Bill W	Monitor activities associated with access in and around SMART stations by Transit Operators, Pedestrians, and Bicyclist		CMA
25	SR 37 Sea-Level Rise & Transportation Study	Nick/Dan/Dianne	Monitor Caltrans activities, along with corridor study being conducted by UC Davis. Four county Policy Committee established to plan corridor improvements	Ongoing	CMA
<b>PROJECT DELIVERY EFFORTS TRACKED BY TAM</b>					
26	Participate in Regional Committees related to Project Delivery	Dan C / Bill W / Nick	Participate in CMA Directors Meetings, CMA Project Directors Meetings, MTC, and CTC meetings as appropriate	Ongoing	CMA
27	Research Changing Federal Contracting Rules	Dan C	Research latest Local Assistance and FAR publications; Assist agencies with federal requests	Ongoing	CMA

## FY2016-17 Administration Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
<b>BOARD &amp; AGENCY SUPPORT</b>					
1	Ongoing Committee and Board support; response to information and meeting requests	Denise M	Meeting preparation and management	Ongoing	Overall
2	Manage various TAM records and response to public record request	Denise M	Various record keeping and production	Ongoing	Overall
3	Manage the COC, prepare for meeting package and , coordinate with COC members to address their needs	Li Z/Grace Zh	COC meetings held on a as-needed basis but no less than quarterly	Ongoing	Measure A & B
4	Manage the COC FY2015-16 Annual Report Development	Li Z	Draft ready in October, publish of the final report in November (fiscal year report)	January, 2017	Measure A & B
<b>OUTREACH</b>					
5	Manage public meetings and other outreach events of the various major capital projects	Molly G/Denise M	Active public outreach for various projects/programs	Ongoing	Overall
6	Manage public education and information of TAM programs, projects and planning efforts	Molly G	Proactive communication of key goals, successes and milestones	Ongoing	Overall
7	Update the TAM communications plan & develop a style guide and templates for collateral	Molly G	Update the TAM Communications Plan	July 2016	Overall
8	Respond to inquiries from the public/ follow up as necessary	Molly G/Team	Provide timely response to the public on various issues and develop tracking system	Ongoing	Overall
9	Arrange for reproduction and distribution of various TAM materials	Molly G/Team	TAM/COC Annual Report and other public outreach materials	Ongoing	Overall
10	Launch new website and provide staff training for content management.	Molly G	Design and development of TAM's new website to better meet the needs of staff and other users	Summer 2016	Overall
11	Work with the team for consistent maintenance of website content	Molly G/Team	Maintain a up to date and user friendly website	Ongoing	Overall
12	Develop and implement social media program and communications program including TAM updates newsletter/email	Molly G	Provide consistent social media content and create email/newsletter template and schedule	Ongoing	Overall

## FY2016-17 Administration Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
<b>HUMAN RESOURCES</b>					
13	Work with LGS/CalPERS to resolve the employee retirement plan issue	Dianne S/Li Z	The goal is to have TAM's own retirement plan directly with CalPERS, staff is working with LGS/CalPERS toward the goal	By June 2017	Overall
14	Covert all TAM employees hired by LGS/RGS currently to direct TAM employees and implement payroll services	Li Z/Accounting Manager	Working with LGS colsey to ensure smooth transfer of HR/payroll functions and documents	By June 2017	Overall
15	Research various benefit options for future TAM employees and make recommendation to staff and the Board	Li Z/Accounting Manager	Explore and evaluate various options, including what LGS/RGS offers	By June 2017	Overall
16	Manage the recruitment of new positions	Li Z	Develop specific recruitment plan for each position and ensure timely hiring of the position	As Needed	Overall
17	Continue to manage the LGS/RGS staffing contract and address any HR/Benefit related issues until the full transition of all HR/Benefit function	Li Z	Work with LGS/RGS, the employer on record, regarding various issues	Ongoing	Overall
<b>OFFICE OPERATION</b>					
18	Manage the daily operations of the office site	Li Z/Denise M/Joanne O	Maintain a professional and pleasant office environment	Ongoing	Overall
19	Maintain servers, internet and phone services for the office location and resolve any potential technical problems	Li Z/IT consultant	Ensure reliable IT infrastructure to meet the critical work needs	Ongoing	Overall

## FY2016-17 Finance Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
<b>Accounting &amp; Audit</b>					
1	Continue the enhancement of agency's new financial system, monitor the performance and make changes as needed	Li Z/Grace Zh	New system is up running , need additional time and sources to	Ongoing	Overall
2	Manage TAM FY2015-16 financial audit, ensure a smooth and timely audit process within budget and on schedule	Li Z/Grace Zh	Start the project in June, draft ready in October, acceptance of the audit result by the end of the year	Nov/Dec 2016	Overall
3	Manage the Measure A compliance audits, coordinate with all fund recipients and work out any potential issues and recommend changes needs to the Board if necessary	Li Z	Workshop with auditees in August, field work in Sep/Oct, final report for review and acceptance Dec 2016/Jan 2017	Annually	Measure A
4	Manage special audits required by grant agencies, such as single audit, TFCA audit, etc.	Li Z/Grace Zh	Coordinate with audit team and staff team during special audit processes	Ongoing	Overall
5	Maintain staff time reporting protocols, track staff costs against budget; make necessary adjustments to meet funding levels	Li Z/Grace Zh	Ensure mid-year and end of year actuals re: staffing meet budget availability	Ongoing	Overall
6	Provide regularly financial reports to the Board, COC, public, and others as requested	Li Z	Quarterly Financial updates to Board and the COC	Ongoing	Overall
<b>Funding and Budget Management</b>					
7	Monitor Measure A Sales Tax and Measure B VRF revenue trends and cash disbursements, provide periodical revenue projects to the Board, public and other agencies when needed	Li Z	Provide the TAM Board and other parties with timely revenue trend update and estimates for various project/program needs	Ongoing	Measure A & B
8	Monitor the funding level of various federal, state, regional and local transportation funds	Li Z	Monitor the funding level for various fund sources and recommend project/program budget adjustments when necessary	Ongoing	Overall
9	Working with the team, develop and monitor the fund plans for various projects and programs	Li Z	Develop and review the funding plans for projects/programs	Ongoing	Overall
10	Monitor actual revenues/expenditures against the FY2016-17 Budget and develop revisions as necessary	Li Z/Grace Zh	Quarterly budget review, recommend adjustments when needed	Ongoing	Overall
11	Coordinate and develop FY2017-18 budget and work plan process	Li Z	Draft ready in April for Board and public review, final adoption in May 2017	Annually	Overall

## FY2016-17 Finance Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
12	Monitor financial elements of Coop Agreements (Caltrans), and other interagency agreements	Li Z/Team	Various Caltrans Coops	Ongoing	CMA
13	Assist contract managers monitoring the expenditures of each contract	Li Z/Team	Ongoing monitoring, make sure expenditures are within the allowed contact amount or revision to the budget is required	Ongoing	Overall
<b>Cash &amp; Investment Management</b>					
14	Conduct cash flow analyses for various projects and programs and ensure all cash needs can be met	Li Z	working with the team to have understand the project/program schedule and cash needs	Ongoing	Overall
15	Actively Manage TAM's investment portfolio and maximize interest revenue return without increasing risk and limiting cash availability	Li Z	Quarterly Financial updates to Board and the COC	Ongoing	Overall
16	Review and update the agency's invest and debt policies when needed	Li Z	Regular review and monitor of the performance and financial market change	Ongoing	Overall

## FY2016-17 Programming Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
<b>LOCAL SALES TAX - MEASURE A</b>					
1	Manage Measure A application, allocation, and funding agreement process	David Chan	Process requests for funds through TAM Board and finalize local sponsor agreements	Ongoing	Measure A
2	Solicit Annual Reports on local road projects funded with Measure A funds	David Chan	Work with local sponsors to submit annual reports	Annually in August	Measure A
3	Monitor delivery of Measure A programs & projects and assure consistency to Strategic Plan policies	David Chan/Li Zhang	Assure delivery of prior phase work when funds requested	Ongoing	Measure A
4	Monitor project delivery all Safe Pathway (Measure A) fund recipients	David Chan	Work with recipients on ensuring timely delivery	Ongoing, report quarterly as part of Safe Routes status report	Measure A
5	Update Measure A Strategic Plan annually, develop updated revenue and expenditure element	David Chan	Update entire Strategic Plan and the Revenue and Expenditure element	March- June annually	Measure A
6	Amend Measure A Strategic Plan whenever necessary to accommodate changing project needs	David Chan	Update Revenue and Expenditure element of the Strategic Plan	Ongoing	Measure A
<b>LOCAL VEHICLE REGISTRATION FEE - MEASURE B</b>					
7	Provide oversight on projects with RTIP and ATP funds from the STIP	David Chan/ all managers on new ATP projects	Reconcile prior RTIP funds and develop new ATP projects for programming in the 2015 STIP	Ongoing/ New ATP project candidates selected Summer-Fall 2014	Measure B
8	Program TDA Article 3 funds	Scott McDonald	Convene the BPAC to review proposed projects	July - October	Measure B
9	Amend Measure B Strategic Plan whenever necessary to accommodate changing project needs	David Chan	Update Revenue and Expenditure element of the Strategic Plan	Ongoing	Measure B
<b>STATE FUNDS</b>					
10	Manage Prop 1 B / STIP funded projects in Marin Sonoma Narrows Corridor	Nick Nguyen	Manage all delivery and other requirements regarding fund sources for Marin Sonoma Narrows projects	Ongoing	CMA
11	Manage 2016 STIP Programming	David Chan	Manage programming of STIP funds, including requesting PPM funds from CTC.	July - March	CMA
12	Announce/support/coordinate local agency applications to state and regional grant programs	David Chan	Assist with ongoing grant opportunities, seeking out candidates & supporting applications	Ongoing	CMA

## FY2016-17 Programming Function Work Plan

Ref #	Work Items	Responsible Team-member	Action Item and/or Product	Date of Delivery	Functional Area
<b>FEDERAL FUNDS/OBAG</b>					
13	Prepare federal fund requests as needed	David Chan & Engineering Managers	Ongoing, for fed funds coming to TAM, such as earmarks, STP, and CMAQ	Ongoing	CMA
14	Manage Fund Monitoring System	David Chan	Work with consultant to prepare reports on upcoming federal deadlines	3 times annually	CMA
15	Monitor and assist in delivery of federally funded projects locally	Engineering Managers	Assist local governments in meeting federal obligation and billing requirements	Ongoing	CMA
16	Prepare for the next cycle of OBAG	David Chan	Assist jurisdictions to prepare for new requirements with next cycle of OBAG	As needed	CMA
<b>REGIONAL FUND SOURCES</b>					
17	Manage TFCA Program- participate in regional policy discussions on TFCA; Program TFCA funds	Scott McDonald	Conduct Call for Projects, adopt program of projects, reimburse funding requests, prepared annual reports and audit	Ongoing management; programming July - October annually	CMA
18	Track and respond to new or revised delivery requirements on various fund sources	David Chan & Engineering Managers	Ongoing changes in federal fund requests	Ongoing	CMA
19	Manage RM2 funded projects - system of Greenbrae/ Twin Cities Improvement projects	Bill Whitney	Meet RM2 quarterly reporting requirements and update MTC as needed	Ongoing	CMA
20	Announce/support/coordinate local agency applications to state and regional grant programs	David Chan	Assist with ongoing grant opportunities, seeking out candidates & supporting applications	Ongoing	CMA
<b>GENERAL PROGRAMMING RESPONSIBILITIES</b>					
21	Manage monitoring and reporting requirements from granting agencies	Dave Chan/all TAM managers	Manage misc. reporting requests as needed (i.e., TFCA, STP, CMAQ, PPM)	Ongoing	CMA
22	Provide support for the preparation of the RTP (Play Bay Area 2040)	David Chan	Verify fund estimates and select projects for inclusion. Work with local agencies on local needs.	As needed	CMA
23	Prepare TIP amendments and updates for Marin County	David Chan	Ongoing management of the TIP in coordination with local sponsors	Ongoing	CMA
24	Participate in statewide & regional committees related to programming	Executive Director/ David Chan	Ongoing coordination within region, at state level, and with fellow CMA's	Ongoing	CMA
<b>LEGISLATION</b>					
25	Track legislation affecting funding in Marin County/ bring issues as necessary to the TAM board	David Chan/Gus Khouri	Work with TAM's legislative consultant and County legislative outreach on issue of concern to TAM	Ongoing	CMA

Attachment 5: Work Plans by Functional Area

FY2016-17 Planning Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
<b>PROJECTS DIRECTLY MANAGED BY TAM</b>					
1	Congestion Management Plan	Derek	Procure Contractor, conduct expanded travel monitoring in fall, prepare Monitoring report and begin development of CMP.	Spring 2016	CMA
2	CMP Coordination - Regional and State	Derek	Attend quarterly CMP working group, Track MTC CMP guidance, and CMP legislation	Ongoing	CMA
3	Update and Maintain Marin Travel Model	Derek	Provide modeling services to local jurisdictions as needed, coordinate with local jurisdictions planning and DPW staff on modeling needs including SB743 CEQA modeling efforts.	Ongoing	CMA
4	New Model Development	Derek	Prepare updated O&D studies and data collection for baseline use in model development, review assessment of available models and prepare recommendation for new model. Assist local jurisdictions in VMT data and modeling tool assessments.	Winter 2016	CMA
5	New Model Development Transition Plan	Derek	New model contractor will develop transition plan to determine new model software, hardway and operating environment needs, verification of inputs and validation and calibration procedures.	Winter 2016	CMA
6	TAM Demand Model (TAMDM)	Derek	Deliver new TAMDM tool to replace MTM.	Summer/Fall 2017	CMA
7	Regional Modeling Coordination	Derek	Attend MTC Regional Modeling Working Group activities; monitor developments with regional modeling activities and model development.	Ongoing	CMA
8	Safe Routes to Schools program	Derek	Monitor delivery of services re. Parisi contract for implementation. Provide quarterly reports to the TAM board. Host Local Elected Safe Routes Liaison Meetings (2 x year)	Ongoing, with quarterly reports to the board	Measure A



## Attachment 5: Work Plans by Functional Area

## FY2016-17 Planning Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
9	Measure B Alternative Fuel Program - Regional Activities	Nick	Attend EV Coordinating Council and Planning Committee. Leverage local funds with regional funding opportunities to expand Marin's alternative fuel programs.	Ongoing	Measure B
10	Measure B Alternative Fuel Program - TAM Education Outreach	Nick	Manage TAM's EV Advisory Working Group; report to Marin jurisdictions and other interested groups about EV activities and alternative fuel opportunities. Partner with regional efforts to expand EV ownership in Marin. Support PR efforts such as Ride and Drive events.	Ongoing	Measure B
11	Measure B EV Program - Fleet Purchase and charging stations	Nick	Develop matching rebate programs for public fleet EV purchases and charging station installations in Marin.	Ongoing	Measure B
12	Car Share Program	Scott/Derek	Develop carshare program. Refine scope/contract with vendors and local jurisdictions. Monitor/Report.	Spring 2016	Measure B
13	Marin Bike Share Program	Scott/Derek	Monitor and track regional bikeshare program developments and regional opportunities for grants. Work with Ad-hoc on Summer 2016 Grant Opportunity around SMART stations.	Ongoing	Measure B
14	Measure B - TDM - Employer/Employee Commute Program Update	Derek/Scott	Monitor and evaluate necessary Employer/employee support efforts with MTC 511 changes. Retain contractor to provide employer/employee services including development of commute alternatives and telework programs, Employee transportation coordinator (ETC) training, provide commuter-related ordinance and policy support, Employee commute surveys, and ridematch support.	Ongoing	Measure B
15	Measure B - TDM - Emergency Ride Home Program	Scott/Molly	Oversee the ERH Program and management of the outreach and website. Expand employer/employee participation and marketing / advertising on buses, expansion in anticipation of SMART operations.	Ongoing	Measure B
16	Measure B - TDM - Vanpool Incentive Program	Scott	Review/monitor incentive program structure and effectiveness of new MTC contractors for Marin Programs. Evaluate and revise current outreach efforts as needed based on 511 changes. Administer TAM incentive.	Ongoing	Measure B

## Attachment 5: Work Plans by Functional Area

## FY2016-17 Planning Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
17	Measure B - TDM - Outreach/Education	Scott	Promote TAM's TDM activities, attend outreach events (bike to work day), partner with MTC 511 Rideshare changes, monitor MTC/BAAQMD implementation activities. Prepare for transition in MTC 511.org partnering at end fiscal year	Ongoing	Measure B
18	Bicycle/Pedestrian Plan Updates	Scott	Finalize updates for nine local jurisdiction plans, participation in public meetings, city council meetings, and coordination with local agencies.	Winter 2016	CMA
19	Develop TAM Strategic Vision Plan	Derek	Complete Strategic Vision Plan including vision, strategy, public outreach and implementation items. Work with TAM technical Advisory committee, citizens oversight committee, city managers association TAM sub-group and subcommittee of TAM board.	Winter 2016	CMA
20	MTC Climate Initiatives Grant Application - TDM	Derek/Scott	Pursue TDM grant opportunities including MTC climate initiatives grant focused on SMART Access.	ongoing	MEAS B
21	PDA Planning Grant Program Management	Scott	Program Management of federally-funded Planning Grants in Marin	Spring 2017	CMA
22	TAM Strategic Vision Plan Innovation Workshop	Derek	Host a innovation workshop to share emerging transportation solutions and their applicability to Marin as part of visioning process for Strategic Vision Plan.	Fall 2016	CMA
23	TAM Marin Transportation Investment Strategy	Derek	Prepare updated MTIS based on OBAG 2 investments and Land Use and PDA changes.	Fall 2017	CMA
<b>PROJECTS BY OTHERS WITH TAM AS ACTIVE PARTNER</b>					
24	Track MTC policy activity on goods movement/freight, climate change, etc.	All	Monitor all regional planning efforts and policy changes. Coordination with other CMA's regarding policy changes, attend CMA planning directors meetings, report back to local jurisdictions and TAM board.	Ongoing (analysis, monitoring and reporting )	CMA
25	Plan Bay Area: Project Performance Review	Derek	Monitor status and track TAM and Partner projects in RTP Submittal.	Fall 2017	CMA

Attachment 5: Work Plans by Functional Area

**FY2016-17 Planning Function Work Plan**

<b>Ref #</b>	<b>Work Items</b>	<b>Responsible Team-member</b>	<b>Action Item and/or Product</b>	<b>Date of Delivery</b>	<b>Functional Area</b>
26	Plan Bay Area: revenue forecast Review	Derek	Monitor and track status of MTC regional funding projections, including revised county budgets, regional budgets and forecasts	Fall 2017	CMA
27	Plan Bay Area: Marin Transportation Investment Strategy	Derek/Scott	Update TAM's PDA Growth & Investment Strategy, addressing MTC's review comments. Ongoing Cycle	Fall 2017	CMA
28	Marin Mobility Consortium	Derek/Scott	Track activity of the group and local senior mobility needs. Respond to issues raised/consult with MT and GGT management as needed. Attend semi regular meetings	Ongoing	CMA
29	Climate Change: Marin Climate Energy Partners	Derek/Scott	Track activity of the group and local climate action planning and update group on TAM activities. Respond to issues raised/consult with TAM and MTC management as needed.	Ongoing	CMA
30	CMA Planning Directors	Derek	Share, track and respond to regional issues, including MTC, Caltrans planning efforts, policy efforts, legislation including PBA, Sib 743, CMA legislation.	Ongoing	CMA
<b>PROJECTS BY OTHERS WITH TAM IN AN OVERSIGHT ROLE</b>					
31	Downtown San Rafael Transit Center Relocation Study	Derek/Scott	Monitor and track. Work to assure needs of all transportation partners at Bettini and SMART are met. Work to identify and secure funding for improvements in the area. Report as necessary to TAM Board. Attend monthly meetings	Ongoing	CMA
32	Downtown San Rafael Parking Study	Derek/Scott	Monitor and track. Report as necessary to TAM Board. Attend monthly meetings	Ongoing	CMA
33	Development Monitoring and General Plan Review	Derek	Assess traffic impacts of land use changes for major projects and plans triggering CMP compliance - perform required transportation modeling	Ongoing	CMA
34	Plan Bay Area: Complete Streets and Housing Certification	Scott/Derek	Track adoption of Complete Streets Requirements and Housing Element Certification from HCD. Report to locals of MTC/ABAG needs, and respond to MTC/ABAG data requests.	Ongoing	CMA
35	Community Based Transportation Plans Implementation and Coordination	Derek	Monitor implementation of projects identified in adopted CBTP, report back to communities regarding status of projects in CBTP's.	Ongoing	CMA

Attachment 5: Work Plans by Functional Area

FY2016-17 Planning Function Work Plan

<u>Ref #</u>	<u>Work Items</u>	<u>Responsible Team-member</u>	<u>Action Item and/or Product</u>	<u>Date of Delivery</u>	<u>Functional Area</u>
<b>PLANNING EFFORTS - TAM AS PARTICIPANT</b>					
30	Active Transportation Program Grants	Dave/Scott	Monitor Statewide and MTC Program Requirements, strategy /Best Practices development, provide support to local jurisdictions.	Ongoing	CMA
31	SB 743 CEQA Changes	Derek	Monitor State OPR guidelines development, provide support to local jurisdictions, coordination of Travel model requirements and VMT measurements.	Ongoing,	CMA
32	Cap and Trade; AHSC	Derek/David	Monitor state program, provide support to local jurisdictions, strategy development for applications, potential application package.	Ongoing	CMA
33	Emerging Technologies/ Big Data	Derek/Scott	Monitor regional technology trends, application of non-conventional data sources to monitoring/planning programs.	Ongoing	CMA
34	MTC Active Transportation Working Group	Scott	Track activity of the group and regional bike and pedestrian planning information. Attend monthly meetings and report to TAM board and local jurisdictions.	Ongoing	CMA
35	MTC TDM Working Group	Scott	Monitor and Track TDM Changes at regional level and with other CMAs.	Ongoing	CMA
36	MTC Partnership Technical Advisory Committee	Derek/David	Monitor and Track MTC programming, policy, planning and legislative issues and provide input for Marin.	Ongoing	CMA
37	RAWG	Derek	Participate and track MTC policy group. Provide input from Marin on Regional topics. Attend monthly meetings and report to local staff and Board.	Ongoing	CMA
38	Plan Bay Area: OBAG implementation	TAM Managers	Provide support as needed to local jurisdictions; conduct TAM programming, monitoring and reporting requirements	Summer 2012 onward	CMA
39	Graton Rancheria Tribal Coordination	Nick/Derek	Monitor activities of tribal transportation planning. Respond to requests for information. Outreach for Tribal Coordination as part of RTP process.	Ongoing	CMA

June 2016

## TAM Board Meeting Caltrans Report

### ***PROJECTS IN ENVIRONMENTAL PHASE***

**North/South Greenway Gap Closure Project (Northern Segment); MRN-101 PM 8.4/8.6; On Route 101 at East San Francis Drake Blvd. in Larkspur (EA: 04-1A661)**

**Scope:** Corte Madera Creek Bridge (off-ramp) widening.

**Cost Estimate:** \$6.0M (Construction Capital)

**Schedule:** Start Construction: Spring 2017  
End Construction: Fall 2018

First public scoping meeting was held on March 19, 2015. Second public meeting was held on July 29, 2015. The scope was revised to stay within budget.

**Lagunitas Creek Bridge; MRN-1 PM 28.51; On Route 1 at Lagunitas Creek, south of Point Reyes Station (EA: 04-0G642)**

**Scope:** Replace existing bridge.

**Cost Estimate:** \$5.90M (Construction Capital)

**Schedule:** Start Construction: Fall 2019  
End Construction: Fall 2020

The second public scoping meeting was held on October 14, 2015. The stakeholder group has provided recommendation on viable alternatives. Project insight newsletter sent to all addresses in the affected area.

**Upgrade Pedestrian Facilities; MRN-1 PM 0.02/2.0 and 0.5/0.76; On Route 1 in the City of Mill Valley, at Manzanita Park and Ride lot and at the intersection of Almonte Blvd. (EA: 04-2G690)**

**Scope:** Upgrade curb ramps, and construction new curb ramps as per current ADA standards.

**Cost Estimate:** \$1.98M (Construction Capital)

**Schedule:** Start Construction: Summer 2018  
End Construction: Fall 2019

TAM and Caltrans are coordinating to avoid conflicts with TAM's bike lane project at the same location.

**Replace Bridge; MRN-101 PM 10.63/10.87; On Route 101 in the City of San Rafael, from Route 101 off-ramp to 2<sup>nd</sup> Street at the San Rafael Harbor; Bridge#. 27-0033 (EA: 04-4G820)**

**Scope:** Replace existing bridge.

**Cost Estimate:** \$7.26M (Construction Capital)

**Schedule:** Start Construction: Summer 2018  
End Construction: Fall 2019

Coordination with City of San Rafael will be required.

**Scour Mitigation; MRN-101 PM 15.35; Miller Creek Bridge on Route 101 (EA: 04-4G871)**

**Scope:** Scour mitigation.

**Cost Estimate:** \$1.0M (Construction Capital)

**Schedule:** Start Construction: Summer 2017  
End Construction: Fall 2017

June 2016

## TAM Board Meeting Caltrans Report

### **Running Lane on Richmond-San Rafael Bridge; PM CC 0.0/ 4.8 and MRN 4.8/7.8; On Route 580 at Richmond-San Rafael Bridge (EA: 04-2J680)**

**Scope:** Convert existing shoulder to traffic lane on the lower deck for weekday afternoon commute and convert portion of existing shoulder to bicycle lane all times.

**Cost Estimate:** \$60M (Construction Capital)

**Schedule:** Start Construction: Fall 2016  
End Construction: Fall 2017

The environmental clearance and design (PSE) are being done concurrently. Environmental document is complete.

### **Centerline Rumble Strip and Pullouts; PM MRN 3.1/ 50.5; On Route 1 from 0.2 mile west of Erica Road to Valley Ford Road (EA: 04-4H870)**

**Scope:** Install rumble strip on the centerlines and construct pullouts at various location on Route 1 and shoulder widening in Stinson Beach.

**Cost Estimate:** \$5.0M (Construction Capital)

**Schedule:** Start Construction: Fall 2017  
End Construction: Fall 2018

Caltrans is working with Marin County Bicycle Coalition (MCBC), California Coastal Commission (CCC), State Park (SP) and Golden Gate National Recreation Area (GGNRA) to select suitable pullout locations on Route 1.

## **PROJECTS IN DESIGN PHASE**

### **Repair sinking pavement and drainage systems; MRN-101-PM 10.1; In San Rafael, at Route 101/580 Interchange in Marin County (EA: 04-2J480)**

**Scope:** Repair sinking pavement and drainage system.

**Cost Estimate:** \$2.66M (Construction Capital)

**Schedule:** Start Construction: Fall 2017  
End Construction: Fall 2018

### **Marin 101 Ramp Metering (FPI), Phase 1, MRN 101 PM 0.0/9.0; On NB Route 101, at various locations (EA: 04-15161)**

**Scope:** Install ramp metering equipment and TOS elements from GGB to San Francis Drake.

**Cost Estimate:** \$8.0M (Construction Capital)

**Schedule:** Start Construction: TBD  
End Construction: TBD

Coop agreement with MTC for funding is pending. Schedule is dependent on funding/coop agreement.

### **Marin-Sonoma Narrows Contract B6 – Replace Bridge; MRN/SON -101 PM MRN 101 27.0/27.6 & SON-101 0.0/0.3; On San Antonio Road (local road) 0.6 miles north of Route 101 (EA: 04-2640S)**

**Scope:** Construct a two lane bridge.

**Cost Estimate:** \$4.0M (Construction Capital)

**Schedule:** Start Construction: TBD  
End Construction: TBD

County of Marin is the lead for this project. County and TAM have conducted one public information meeting and preparing for a second in September.

June 2016

## TAM Board Meeting Caltrans Report

**Pedestrian Facility; on Routes 1, 131, 116, 128 and 29 in Marin, Sonoma and Napa Counties, at various locations (EA: 04-4A670)**

**Scope:** Upgrade curb ramps, driveways and sidewalks as per current ADA standards.

**Cost Estimate:** \$890K (Construction Capital)

**Schedule:** Start Construction: Summer 2016  
End Construction: Fall 2017

**Estero Americano Bridge; MRN/SON-1 PM 50.3/50.5; On Route 1 from 0.1 miles south of Estero Americano Bridge to 0.1 mile south of Valley Ford Road (EA: 04-20950)**

**Scope:** Replace existing bridge.

**Cost Estimate:** \$10.0M (Construction Capital)

**Schedule:** Start Construction: Fall 2017  
End Construction: Fall 2019

**Route 580/101 HOV Gap Closure Mitigation Planting; MRN-101 PM 9.7/12.7: On Route 101, in San Rafael at Brookdale Area and Offsite Riparian Mitigation Planting (EA: 04-2261H)**

**Scope:** Follow-up Mitigation Planting for the Marin Route 580/101 HOV Gap Closure Project.

**Cost Estimate:** \$920K (Construction Capital & Support)

**Schedule:** Start Construction: Fall 2016  
End Construction: Spring 2020

The schedule includes 3 year Plant Establishment Period (PEP) TAM is the lead for this Project. The project will be constructed via an encroachment permit.

Offsite mitigation includes restoration of a portion of Glenview Creek by California State Parks and the acquisition and transfer of the 2.1 acres Sausalito Lincoln/Butte parcel to Open Space Sausalito for preservation as permanent open space.

**Upgrade Pedestrian Facilities; MRN-101 PM 0.0/8.5 and MRN-131 PM 4.0/4.4; On Route 101 in the Cities of Sausalito, Corte Madera, Larkspur, and Tiburon, at various locations (EA: 04-3G210)**

**Scope:** Upgrade curb ramps, driveways and sidewalks to current ADA standards.

**Cost Estimate:** \$1.68M (Construction Capital)

**Schedule:** Start Construction: Summer 2017  
End Construction: Fall 2018

### **PROJECTS IN CONSTRUCTION PHASE**

**AC resurfacing; MRN-1 PM 17/19; On Route 1, near Bolinas, from 0.1 mile south of Bolinas Fairfax Road to 1.5 miles north of Horse Shoe Hill Road (EA: 04-3E340)**

**Scope:** Place rubberized HMA (Gap Graded).

**Cost Estimate:** \$887K (Construction Capital)

**Schedule:** Completion of construction contract is anticipated in Fall 2016.

**AC resurfacing; MRN-1 PM 13.1/15.0; On Route 1, from 0.2 mile north of Calle Del Arroyo to 1.0 mile south of Audobon Canyon Ranch (EA: 04-1J840)**

**Scope:** AC resurfacing.

**Cost Estimate:** \$799K (Construction Capital)

**Schedule:** Completion of construction contract is anticipated in Summer 2016.

June 2016

## TAM Board Meeting Caltrans Report

**Paint Bridge; MRN-580 PM 0.01/2.7; On Route 580 at the Richmond San Rafael Bridge & in Contra Costa County (EA: 04-3G484)**

**Scope:** Clean and Paint Bridges.

**Cost Estimate:** \$33.0M (Construction Capital)

**Schedule:** Completion of construction contract is anticipated in Spring 2018.

**Construct tie-back retaining wall; MRN-1 PM 10.95; In Marin County, at Web Creek (EA: 04-4S220)**

**Scope:** Replace culvert and backfill sink hole.

**Cost Estimate:** \$2.4M (Construction Capital)

**Schedule:** Completion of construction contract is anticipated in October 2021.

Construction activities will be completed by October 2016. The project has a 5 year Plant Establishment Period (PEP).

**Bridge Rail Replacement and Deck Rehabilitation; MRN-580 PM 3.3/4,5; On Route 580, in San Rafael, at Sir Francis Drake Blvd Overcrossing and Bellam Blvd Undercrossing (EA: 04-4G470)**

**Scope:** Replace bridge rails.

**Cost Estimate:** \$1.6M (Construction Capital)

**Schedule:** Major construction activities completed. Completion of contract is anticipated in Summer 2016.

**Marin-Sonoma Narrows Contract L1A (MRN) – Follow-up Mitigation Planting and Sound Wall; MRN-101 PM 26.5/27.6, On Route 101 in Novato and Sound wall at Olive Avenue (EA: 04-264H3)**

**Scope:** Implement follow-up mitigation planting for MSN Phase 1 and construct Sound Wall on northbound Route 101 at Olive Avenue in Novato.

**Cost Estimate:** \$2.8M (Construction Capital)

**Schedule:** Completion of contract is anticipated in December 2019. The Sound wall will be completed in July 2016. The project has a 3 year Plant Establishment Period (PEP) for mitigation planting.

The groundbreaking ceremony was held on February 24, 2016.

**Overhead and Roadside Sign Panel; On Route 101, 37, and 580 at various locations (EA: 04-2J180)**

**Scope:** Overhead and roadside sign panel replacement.

**Cost Estimate:** \$1.5M (Construction Capital)

**Schedule:** Project awarded on January 12, 2016. Completion of contract is anticipated in December 2016.

**Roadside Paving – MRN-101 PM 7.6/16.8; on Route 101 at various locations (EA: 04-3G700)**

**Scope:** Roadside paving.

**Cost Estimate:** \$2.0M (Construction Capital)

**Schedule:** Project awarded on December 14, 2015. Completion of construction contract is anticipated in December 2016.



June 2016

## TAM Board Meeting Caltrans Report

**Marin-Sonoma Narrows Contract B3 - San Antonio Curve Correction; MRN-101 PM 26.5/27.6 & SON-101 0.0/1.2; On Route 101 from 0.3 mile south of San Antonio Rd. to 1.2 mile north of Marin/Sonoma County line (EA: 04-26409)**

**Scope:** Realign Route 101 to the west to correct horizontal alignment and construct a new mainline San Antonio Creek Bridge. The project will extend frontage roads constructed in other MSN contracts and pedestrian/bicycle facility along San Antonio Creek.

**Cost Estimate:** \$49.3M (Construction Capital)

**Schedule:** Project awarded on January 21, 2016. Completion of construction contract is anticipated in November 2018.

The ground-breaking ceremony is scheduled for July 6, 2016.

**Bridge Rail Replacement; MRN-101 PM 1.5/14.0; On Route 101 at Spencer Avenue Overcrossing, Mar Drive Undercrossing, North Branch Gallinas Creek Bridge and Corte Madera Creek Bridges (EA: 04-4G460)**

**Scope:** Replace bridge rails.

**Cost Estimate:** \$8.7M (Construction Capital)

**Schedule:** Project awarded on January 28, 2016. Completion of construction contract is anticipated in June 2017.

The lane closure and detour plans revised to address CHP concerns.

**Bridge Rail Replacement and Deck Rehabilitation; MRN-101 PM 12.7/14.7; On Route 101 at Freitas Parkway Overcrossing, Lucas Valley Road Overcrossing and North San Pedro Undercrossing (EA: 04-4A000)**

**Scope:** Upgrade bridge rails.

**Cost Estimate:** \$1.9M (Construction Capital)

**Schedule:** Project awarded on March 1, 2016. Completion of construction contract is anticipated in December 2016.

**Asphalt Concrete dig-outs; MRN-1 PM 22.8/28.5 & 46.2/50.5; On Route 1, in and near point Reyes Station, from 5.7 miles south of Point Reyes Station to Lagunitas Creek Bridge and near Tomales 0.4 miles north of Tomales to Marin County line (EA: 04-3J470)**

**Scope:** Asphalt Concrete dig-out.

**Cost Estimate:** \$910K (Construction Capital)

**Schedule:** Project awarded on June 9, 2016. Completion of construction contract is anticipated in February 2017.

### OTHERS

Caltrans, County of Marin, City of Mill Valley and Town of Tiburon implemented short term measures to relieve traffic congestion on Highway 1 at TAM Junction and at the Highway 101/Tiburon Blvd./East Blithedale Avenue. Interchange area. Mid and long term measure will depend on availability of funding.

### STORM DAMAGE PROJECTS IN ENVIRONMENTAL / DESIGN PHASE

Project EA	Location/Description	Construction Capital Cost	Begin Construction

PM: Post Mile  
PSE: Plans, Specifications, and Estimate  
EA: Project Expense Authorization Number

Report Prepared by Caltrans District 4 Office of Project Management  
June 17, 2016

June 2016

## TAM Board Meeting Caltrans Report

04-3S900	<p><b><u>Project in Design (PSE)</u></b>  <u>Location:</u> Route 1, PM 6.6, In Marin County, near Muir Beach, 0.3 mile north of Seacape Drive.  <u>Scope:</u> Construct tie-back retaining wall.</p>	\$5.9M	Spring 2018
04-3S910	<p><b><u>Project in Design (PSE)</u></b>  <u>Location:</u> Route 1, PM 7.7, In Marin County, near Muir Beach, 0.2 mile north of Cold Stream Fire Road.  <u>Scope:</u> Construct tie-back retaining wall.</p>	\$6.2M	Spring 2018
04-4S780	<p><b><u>Project in Design (PSE)</u></b>  <u>Location:</u> Route 1, PM 24.7, In Marin County, approximately 0.6 south of Olema.  <u>Scope:</u> Replace twin culverts with a bridge.</p>	\$2.7M	Fall 2018
04-2G890	<p><b><u>Project in Environmental Phase (PSE)</u></b>  <u>Location:</u> Route 1, PM 8.1, In Marin County, approximately 2.1.miles north of Muir Beach Road.  <u>Scope:</u> Construct tie-back retaining wall.</p>	\$7.7M	Spring 2017
04-4S660	<p><b><u>Project in Design (PSE)</u></b>  <u>Location:</u> Route 1, PM 8.1/10, In Marin County, at Slide Ranch.  <u>Scope:</u> Construct retaining wall.</p>	\$2.2M	Spring 2018
04-1SS58	<p><b><u>Project in Environmental Phase (PSE)</u></b>  <u>Location:</u> Route 1, PM 2.2, In Marin County, Near Mill Valley, 0.2 mile north of Loring Avenue.  <u>Scope:</u> Install rock slope protection (RSP) and improve drainage.</p>	\$2.4M	Spring 2017
04-1SS59	<p><b><u>Project in Environmental Phase (PSE)</u></b>  <u>Location:</u> Route 1, PM 2.7, In Marin County, near Mill Valley, 0.6 mile south of Panoramic Highway.  <u>Scope:</u> Re-grade slope and repair down drain.  Project bids opened on is to be awarded.</p>	\$708K	Fall 2016
04-2K510	<p><b><u>Project in Environmental Phase (PSE)</u></b>  <u>Location:</u> In Marin County, on Route 1, near Stinson Beach at 2.2 miles north of Panoramic Highway.  <u>Scope:</u> Paving to shift the roadway pavement to the east; away from a washout that is encroaching into the traffic lane.  Directors Order (DO) project (emergency limited bid).</p>	\$1,100	Summer 2016

PM: Post Mile  
PSE: Plans, Specifications, and Estimate  
EA: Project Expense Authorization Number

Report Prepared by Caltrans District 4 Office of Project Management  
June 17, 2016