



**DATE:** January 25, 2018

**TO:** Transportation Authority of Marin Citizens' Oversight Committee

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

**SUBJECT:** Review and Acceptance of the FY2017-18 Second Quarter Financial Report and Proposed Budget Amendments (Action), Agenda Item No. 9b

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**RECOMMENDATION:**

The TAM Board reviews and accepts the FY2017-18 Second Quarter Financial Report and Proposed Budget Amendments

**BACKGROUND:**

This report, along with all accompanying attachments, provides a summary of the financial activities for the period ending December 31, 2017 and covers TAM's revenue and expenditure activities from July 1, 2017 to December 31, 2017. Revenues and expenditures are presented on a cash basis for the period covered.

**DISCUSSION/ANALYSIS:**

Revenue Highlights:

As of December 31, 2017, the total Measure A Half-cent Transportation Sales Tax cash disbursements received from the Board of Equalization (BOE) for the six-month period from July 2017 to December 2017 was \$13.65 million, which is 5.51% higher than the total Measure A disbursements for the same period last year. The upward trend of sales tax revenue continued since FY2010-11 has started to level out now, with a 4.96% annual increase in FY2011-12, 11.07% in FY2012-13, 1.98% in FY2013-14, 4.90% in FY2014-15, 1.73% in FY2015-16, and only 0.2% in FY2016-17.

As of December 31, 2017, TAM has also received a total of \$1.20 million in Measure B \$10 vehicle registration fee cash disbursements from the Department of Motor Vehicle (DMV) for the months of July to December, which is slightly lower than the revenue received for the same period last year.

TAM received a total of \$559,000 in annual contributions from cities, towns, and the county for CMA planning, programming, and project delivery support services provided. The \$559,000 fee includes the \$430,000 base fee and \$129,000 temporary increase to support a few critical planning efforts. TAM also received \$348,954 in interest revenue from all its investments in CalTRUST for the first two quarters of FY2017-18.

Expenditure Highlights:

Total expenditure for the second quarter of the year is about \$13.81 million. Expenditures are on a cash basis and there are delays due to time needed by vendors to prepare and submit payment requests.

Budget Amendments:

The following budget amendments are proposed for the second quarter of FY 2017-18:

- Increase the budget amount for budget line “State Legislative Assistance” under Professional Services by \$1,750, making the total contract amount to \$36,750 for Khouri Consulting in FY 2017-18. The Board approved the contract extension and the increase of the annual maximum allowed at its November 30, 2017 meeting.
- Increase the budget amount for budget line “Measure A Strategy 4.2 Crossing Guard Count Series” by \$125,000 for a total of \$250,000. The Board approved the increase of the contract amount between TAM and Wiltac for the Crossing Guard Count Service at its July 10, 2017 meeting.
- Increase the “Non-motorized Transportation Pilot Program Fund” budget line under Revenue by \$1,214,985 and add the “CMFC - County Construction Agreement NTPP/CMAQ” budget line under Interagency Agreement. Those two offset budget lines are needed to present revenues and expenditures that were due in FY 2016-17 but could not be processed due to additional time needed for project closeout process until FY 2017-18.
- Formalize Board action taken in June and December 2017 by adding the “EPAC and Sales Tax Reauthorization Support” budget line. This line item takes into account the \$75,000 budget authority approved by the Board in June 2017 for EPAC meeting logistics and coordination, including development of meeting materials; development of educational and presentation materials; drafting and revising expenditure plan scenarios; and related outreach efforts such as constituent meeting support. It also includes the \$35,000 budget authority authorized by the Board in December of 2017 for a second poll. A total of \$105,000 is provided for this line item.

Investment with CalTRUST:

Attachment 6 of the staff report provides a detailed investment report for each of the funds invested with CalTRUST with the monthly interest earnings and unrealized gain/loss as of December 31, 2017.

**FISCAL CONSIDERATION:**

None

**NEXT STEPS:**

Third quarter financial report for FY2017-18 will be provided for review and acceptance in April 2018.

**ATTACHMENTS:**

- Attachment 1 FY 2017-18 Budget to Actual Comparison as of 12/31/17
- Attachment 2 Proposed FY 2017-18 Budget Amendments as of 12/31/17

- Attachment 3 FY 2017-18 Revenue and Expenditure Report as of 12/31/17– Measure A ½ Cent Sales Tax Detail
- Attachment 4 FY 2016-17 and FY 2017-18 Monthly Measure A Sales Tax Disbursement Comparison
- Attachment 5 FY 2016-17 and FY 2017-18 Monthly Measure B VRF Disbursement Comparison
- Attachment 6 CalTRUST Investment Monthly Interest Income Summary – 12/31/17
- Attachment 7 FY 2017-18 Budget Revenue and Expenditure Overview
- Attachment 8 Transportation Acronyms

## Attachment I: FY2017-18 Budget to Actual Comparison as of 12/31/17

Budget Line Items	Annual Budget	Actual 12/31/17	\$ Difference	Actual as % of Budget
Measure A Sales Tax Revenue	25,960,000	13,651,063	(12,308,937)	52.58%
Measure B VRF Revenue	2,350,000	1,234,841	(1,115,159)	52.55%
Cities/Towns and County Contribution	559,000	559,000	-	100.00%
Interest Revenue	355,000	518,090	163,090	145.94%
MTC STP/CMAQ Planning Fund and OBAG Grants	923,138	185,668	(737,470)	20.11%
MTC Regional Measure 2 Fund	1,215,000	-	(1,215,000)	0.00%
Transportation For Clean Air Funding	360,000	182,737	(177,263)	50.76%
State STIP PPM Fund	206,000	-	(206,000)	0.00%
STIP/RTIP Funds	721,786	78,928	(642,858)	10.94%
Federal Highway Bridge Program Fund	236,326	-	(236,326)	0.00%
Nonmotorized Transportation Pilot Program Fund	46,935	1,214,985	1,168,050	2588.68%
MTC Climate Initiatives Program Grant/CMAQ	215,542	23,800	(191,742)	11.04%
<b><i>Total Revenue Available</i></b>	<b>33,148,726</b>	<b>17,649,113</b>	<b>(15,499,613)</b>	<b>53.24%</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Salaries & Benefits	2,307,703	1,064,093	1,243,610	46.11%
LGS Insurance and HR/Payroll Service Cost	214,377	98,850	115,527	46.11%
Office Lease	250,000	139,806	110,194	55.92%
Agencywide IT and Computer Equipment Upgrade	30,000	8,687	21,313	28.96%
Equipment Purchase/Lease	10,000	3,942	6,058	39.42%
Telephone/Internet/ Web Hosting Services	25,000	8,489	16,511	33.95%
Office Supplies	30,000	20,112	9,888	67.04%
Update/Improvement of TAM Website	20,000	7,824	12,176	39.12%
Classification Study	30,000	-	30,000	0.00%
Insurance	8,000	5,878	2,122	73.48%
Financial Audit	25,000	12,000	13,000	48.00%
Legal Services	120,000	23,413	96,587	19.51%
Document Reproduction	65,000	3,815	61,185	5.87%
Memberships	25,000	15,820	9,180	63.28%
Travel/Meetings/Conferences	31,500	15,610	15,890	49.55%
Carshare Membership	3,000	144	2,856	4.81%
Electric Bike Purchase/Lease	3,000	-	3,000	0.00%
Professional Development	5,000	188	4,812	3.76%
Human Resources/Board Support	70,000	30,584	39,416	43.69%
Information Technology/Web Support	45,000	17,226	27,774	38.28%

**Item 9b - Attachment**

<b>Budget Line Items</b>	<b>Annual Budget</b>	<b>Actual 12/31/17</b>	<b>\$ Difference</b>	<b>Actual as % of Budget</b>
Annual Support & Upgrade of Financial System	15,000	8,313	6,687	55.42%
Misc. Expenses	13,700	1,338	12,362	9.76%
<b>Subtotal, Administration</b>	<b>3,346,280</b>	<b>1,486,131</b>	<b>1,860,149</b>	<b>44.41%</b>
<b>Professional Services</b>			-	
Bellam Blvd 101 Off-ramp Improvements - Design	450,000	122,159	327,841	27.15%
East Sir Francis Drake Blvd Improvements of Access to RSR Bridge - Design Support	100,000	69,067	30,933	69.07%
Bike Path Improvement on Sir Francis Drake Fly-over	250,000	81,558	168,442	32.62%
580/101 Direct Connector Feasibility Study	150,000	-	150,000	0.00%
CMP Update/Traffic Monitoring	30,000	52,289	(22,289)	174.30%
Traffic Model Maintenance & Update	200,000	23,879	176,121	11.94%
Trip Monitoring and Reporting	25,000	-	25,000	0.00%
Countywide Bike/Pedestrian Plan Update	10,000	6,751	3,249	67.51%
Project Management Oversight	280,000	123,162	156,838	43.99%
MSN B1 Phase 2 & A4 Design	706,000	-	706,000	0.00%
MSN San Antonio Curve Correction Construction Support	150,000	28,480	121,520	18.99%
MSN San Antonio Bridge Replacement Design	200,000	31,610	168,390	15.81%
HOV Gap Closure Mitigation - Brookdale /Maintenance	20,000	250	19,750	1.25%
State Legislative Assistance	35,000	14,583	20,417	41.67%
Financial Advisor Services	20,000	3,500	16,500	17.50%
North/South Greenway Gap Closure PS&E	425,000	100,112	324,888	23.56%
TAM Junction Construction Management & Construction	680,000	338,327	341,673	49.75%
Public Outreach Service	25,000	25,799	(799)	103.20%
Street Smart Program Implementation	35,000	-	35,000	0.00%
Carshare Pilot Program Implementation	125,000	-	125,000	0.00%
Highway 101 Ramp Metering Special Study	50,000	-	50,000	0.00%
Highway 101 Bus on Shoulder White Paper	50,000	-	50,000	0.00%
CMFC Onsite Re-Vegetation Mitigation Monitoring and Reporting	15,000	3,603	11,397	24.02%
Consulting Pool	65,000	98,784	(33,784)	151.98%
<b>Subtotal, Professional Services</b>	<b>4,096,000</b>	<b>1,123,913</b>	<b>2,972,087</b>	<b>27.44%</b>
<b>Measure A Sales Tax Programs/Projects</b>				
Measure A Compliance Audit	20,000	-	20,000	0.00%
Bike/Ped Path Maintenance	166,000	10,500	155,500	6.33%
GGT Ferry Shuttle Service Contribution through MT	85,000	-	85,000	0.00%

**Item 9b - Attachment**

<b>Budget Line Items</b>	<b>Annual Budget</b>	<b>Actual 12/31/17</b>	<b>\$ Difference</b>	<b>Actual as % of Budget</b>
Central Marin Ferry Connector - SMART Insurance Policy	25,000	-	25,000	0.00%
<b>Strategy 1 - Transit</b>	<b>18,814,534</b>	<b>4,668,225</b>	<b>14,146,309</b>	<b>24.81%</b>
<i>Substrategy 1.1 - Local Bus Transit Service</i>	10,200,000	2,472,178	7,727,822	24.24%
<i>Substrategy 1.2 - Rural Bus Transit System</i>	1,200,000	276,314	923,686	23.03%
<i>Substrategy 1.3 - Special Needs Transit Services</i>	2,154,534	464,844	1,689,690	21.58%
<i>Substrategy 1.4 - Bus Transit Facilities</i>	5,260,000	1,454,889	3,805,111	27.66%
<b>Strategy 2 - Hwy 101 Gap Closure/Debt Reserve</b>	<b>1,695,798</b>	<b>1,211,798</b>	<b>484,000</b>	<b>71.46%</b>
<i>STP/SLPP Swap Projects</i>	1,695,798	1,211,798	484,000	71.46%
<b>Strategy 3 - Local Transportation Infrastructure</b>	<b>10,506,419</b>	<b>2,347,204</b>	<b>8,159,215</b>	<b>22.34%</b>
<i>Substrategy 3.1 - Major Roads</i>	7,050,000	2,347,204	4,702,796	33.29%
<i>Substrategy 3.2 - Local Roads</i>	3,456,419	-	3,456,419	0.00%
<b>Strategy 4 - Safer Access to Schools.</b>	<b>3,883,000</b>	<b>836,055</b>	<b>3,046,945</b>	<b>21.53%</b>
<i>Substrategy 4.1 - Safe Routes to Schools</i>	823,000	229,531	593,469	27.89%
<i>Substrategy 4.2 - Crossing Guards</i>			-	
<i>Crossing Guards Services</i>	1,350,000	282,303		20.91%
<i>Crossing Guards Count Services</i>	110,000	-		0.00%
<i>Substrategy 4.3 - Safe Pathways to School</i>				
<i>Safe Pathways Plan Development</i>	100,000	56,695	43,305	56.70%
<i>Safe Pathway Capital Projects</i>	1,500,000	267,525	1,232,475	17.83%
<b>Subtotal, Measure A Programs</b>	<b>35,195,751</b>	<b>9,073,782</b>	<b>26,036,969</b>	<b>25.78%</b>
<b>Measure B VRF Programs</b>				
<b>Element 1 - Maintain Local Streets &amp; Pathways</b>	<b>112,000</b>	<b>-</b>	<b>112,000</b>	<b>0.00%</b>
<i>Element 1.1 - Local Streets</i>	-	-	-	
<i>Element 1.2 - Bike/Ped Pathways Maintenance</i>	112,000	-	112,000	0.00%
<b>Element 2 - Seniors &amp; Disabled Mobility</b>	<b>1,045,000</b>	<b>212,399</b>	<b>832,601</b>	<b>20.33%</b>
<i>Element 2.1 - Mobility Management Programs</i>	140,000	43,940	96,060	31.39%
<i>Element 2.2 - Paratransit &amp; Low Income Scholarships</i>	185,000	58,245	126,755	31.48%
<i>Element 2.3 - Paratransit Plus</i>	500,000	79,450	420,550	15.89%
<i>Element 2.4 - Volunteer Drive &amp; Gap Grant</i>	220,000	30,763	189,237	13.98%
<b>Element 3 - Reduce Congestion &amp; Pollution</b>	<b>660,000</b>	<b>114,865</b>	<b>545,135</b>	<b>17.40%</b>
<i>Element 3.1 - Safe Routes to School</i>	150,000	60,342	89,658	40.23%
<i>Element 3.2 - Trans. Demand Management</i>	200,000	25,115	174,885	12.56%
<i>Lyft Partnership Agreement</i>	70,000	4,879	65,121	6.97%
<i>Element 3.3 - Discretionary Fuel (EV) Programs</i>	240,000	24,530	215,470	10.22%
<b>Subtotal, Measure B Programs</b>	<b>1,817,000</b>	<b>327,264</b>	<b>1,489,736</b>	<b>18.01%</b>

**Item 9b - Attachment**

<b>Budget Line Items</b>	<b>Annual Budget</b>	<b>Actual 12/31/17</b>	<b>\$ Difference</b>	<b>Actual as % of Budget</b>
<b>Interagency Agreements</b>				
CMFC County Agreement RM2 (Maintenance Parks Dept.)	25,000	-	25,000	0.00%
Highway 101 Ramp Metering Local Support North-South Greenway (Southern Segment)- County Project Management	50,000	-	50,000	0.00%
HOV Gap Closure Offsite Landscaping Mitigation Funding Agreement - Caltrans	750,000	-	750,000	0.00%
SR37 Study Funding Contribution - Agreement	400,000	-	400,000	0.00%
Funding Agreement with Larkspur For East SF Drake Improvement Project	20,000	-	20,000	0.00%
County Lower Marin City Drainage Study Agreement	2,300,000	479,000	1,821,000	20.83%
Novato Pedestrian Access to Transit and Crosswalk Improvement Project Agreement	75,000	22,438	52,562	29.92%
Caltrans MSN A2 and A3 Construction Support	302,100	-	302,100	0.00%
Sausalito - Gate 6 Bridgeway Intersection Improvements	167,000	-	167,000	0.00%
Marin County - Signal Improvements/Upgrades on SFD Blvd	156,000	78,928	77,072	50.59%
Corte Madera - Tamal Vista Blvd Bike/Ped Improvements	340,000	-	340,000	0.00%
San Rafael - Multi Pathway - 2nd Street to Anderson Drive	526,000	-	526,000	0.00%
Marin Transit - Downtown Novato Bus Stop Improvement Project	250,000	-	250,000	0.00%
CMFC - County Construction Agreement NTPP/CMAQ	311,000	-	311,000	0.00%
	-	1,214,985	(1,214,985)	N/A
<b>Subtotal, Interagency Agreements</b>	<b>5,672,100</b>	<b>1,795,350</b>	<b>3,876,750</b>	<b>31.65%</b>
<b>Other Project/Program Expenditures</b>				
TFCA - Reimbursement of Various Capital Projects	786,000	1,392	784,608	0.18%
<b>Subtotal, Other Capital Expenditures</b>	<b>786,000</b>	<b>1,392</b>	<b>784,608</b>	<b>0.18%</b>
<b>Total Expenditures</b>	<b>50,913,131</b>	<b>13,807,833</b>	<b>37,020,299</b>	<b>27.12%</b>

## Attachment 2: Summary of FY2017-18 Budget Amendments as of 12/31/17

Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
Measure A Sales Tax Revenue	25,960,000	-	25,960,000
Measure B VRF Revenue	2,350,000	-	2,350,000
Cities/Towns and County Contribution	559,000	-	559,000
Interest Revenue	355,000	-	355,000
MTC STP/CMAQ Planning Fund and OBAG Grants	923,138	-	923,138
MTC Regional Measure 2 Fund	1,215,000	-	1,215,000
Transportation For Clean Air Funding	360,000	-	360,000
State STIP PPM Fund	206,000	-	206,000
STIP/RTIP Funds	721,786	-	721,786
Federal Highway Bridge Program Fund	236,326	-	236,326
Nonmotorized Transportation Pilot Program Fund	46,935	1,214,985	1,261,920
MTC Climate Initiatives Program Grant/CMAQ	215,542	-	215,542
<b><i>Total Revenue Available</i></b>	<b>33,148,726</b>	<b>1,214,985</b>	<b>34,363,711</b>
<b>EXPENDITURES</b>			
<b>Administration</b>			
Salaries & Benefits	2,307,703	-	2,307,703
LGS Insurance and HR/Payroll Service Cost	214,377	-	214,377
Office Lease	250,000	-	250,000
Agencywide IT and Computer Equipment Upgrade	30,000	-	30,000
Equipment Purchase/Lease	10,000	-	10,000
Telephone/Internet/ Web Hosting Services	25,000	-	25,000
Office Supplies	30,000	-	30,000
Update/Improvement of TAM Website	20,000	-	20,000
Classification Study	30,000	-	30,000
Insurance	8,000	-	8,000
Financial Audit	25,000	-	25,000
Legal Services	120,000	-	120,000
Document Reproduction	65,000	-	65,000
Memberships	25,000	-	25,000
Travel/Meetings/Conferences	31,500	-	31,500
Carshare Membership	3,000	-	3,000
Electric Bike Purchase/Lease	3,000	-	3,000
Professional Development	5,000	-	5,000
Human Resources/Board Support	70,000	-	70,000
Information Technology/Web Support	45,000	-	45,000



Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
Annual Support & Upgrade of Financial System	15,000	-	15,000
Misc. Expenses	13,700	-	13,700
<b>Subtotal, Administration</b>	<b>3,346,280</b>	-	<b>3,346,280</b>
<b>Professional Services</b>			
Bellam Blvd 101 Off-ramp Improvements - Design	450,000	-	450,000
East Sir Francis Drake Blvd Improvements of Access to RSR Bridge - Design Support	100,000	-	100,000
Bike Path Improvement on Sir Francis Drake Fly-over	250,000	-	250,000
580/101 Direct Connector Feasibility Study	150,000	-	150,000
CMP Update/Traffic Monitoring	30,000	-	30,000
Traffic Model Maintenance & Update	200,000	-	200,000
Trip Monitoring and Reporting	25,000	-	25,000
Countywide Bike/Pedestrian Plan Update	10,000	-	10,000
Project Management Oversight	280,000	-	280,000
MSN B1 Phase 2 & A4 Design	706,000	-	706,000
MSN San Antonio Curve Correction Construction Support	150,000	-	150,000
MSN San Antonio Bridge Replacement Design	200,000	-	200,000
HOV Gap Closure Mitigation - Brookdale /Maintenance	20,000	-	20,000
State Legislative Assistance	35,000	1,750	36,750
Financial Advisor Services	20,000	-	20,000
North/South Greenway Gap Closure PS&E	425,000	-	425,000
TAM Junction Construction Management & Construction	680,000	-	680,000
Public Outreach Service	25,000	-	25,000
Street Smart Program Implementation	35,000	-	35,000
Carshare Pilot Program Implementation	125,000	-	125,000
Highway 101 Ramp Metering Special Study	50,000	-	50,000
Highway 101 Bus on Shoulder White Paper	50,000	-	50,000
CMFC Onsite Re-Vegetation Mitigation Monitoring and Reporting	15,000	-	15,000
EPAC and Sales Tax Reauthorization Support	-	105,000	105,000
Consulting Pool	65,000	-	65,000
<b>Subtotal, Professional Services</b>	<b>4,096,000</b>	<b>106,750</b>	<b>4,202,750</b>
<b>Measure A Sales Tax Programs/Projects</b>			
Measure A Compliance Audit	20,000	-	20,000
Bike/Ped Path Maintenance	166,000	-	166,000
GGT Ferry Shuttle Service Contribution through MT	85,000	-	85,000

Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
Central Marin Ferry Connector - SMART Insurance Policy	25,000	-	25,000
<b>Strategy 1 - Transit</b>	<b>18,814,534</b>	<b>-</b>	<b>18,814,534</b>
<i>Substrategy 1.1 - Local Bus Transit Service</i>	10,200,000	-	10,200,000
<i>Substrategy 1.2 - Rural Bus Transit System</i>	1,200,000	-	1,200,000
<i>Substrategy 1.3 - Special Needs Transit Services</i>	2,154,534	-	2,154,534
<i>Substrategy 1.4 - Bus Transit Facilities</i>	5,260,000	-	5,260,000
Strategy 2 - Hwy 101 Gap Closure/Debt Reserve	1,695,798	-	1,695,798
<i>STP/SLPP Swap Project</i>	1,695,798	-	1,695,798
<b>Strategy 3 - Local Transportation Infrastructure</b>	<b>10,506,419</b>	<b>-</b>	<b>10,506,419</b>
<i>Substrategy 3.1 - Major Roads</i>	7,050,000	-	7,050,000
<i>Substrategy 3.2 - Local Roads</i>	3,456,419	-	3,456,419
<b>Strategy 4 - Safer Access to Schools.</b>	<b>3,883,000</b>	<b>125,000</b>	<b>3,758,000</b>
<i>Substrategy 4.1 - Safe Routes to Schools</i>	823,000	-	823,000
<i>Substrategy 4.2 - Crossing Guards</i>			
<i>Crossing Guards Services</i>	1,350,000	-	1,350,000
<i>Crossing Guards Count Services</i>	110,000	125,000	235,000
<i>Substrategy 4.3 - Safe Pathways to School</i>			
<i>Safe Pathways Plan Development</i>	100,000	-	100,000
<i>Safe Pathway Capital Projects</i>	1,500,000	-	1,500,000
<b>Subtotal, Measure A Programs</b>	<b>35,195,751</b>	<b>125,000</b>	<b>34,985,751</b>
<b>Measure B VRF Programs</b>			
<b>Element 1 - Maintain Local Streets &amp; Pathways</b>	<b>112,000</b>	<b>-</b>	<b>112,000</b>
<i>Element 1.1 - Local Streets</i>	-	-	-
<i>Element 1.2 - Bike/Ped Pathways Maintenance</i>	112,000	-	112,000
<b>Element 2 - Seniors &amp; Disabled Mobility</b>	<b>1,045,000</b>	<b>-</b>	<b>1,045,000</b>
<i>Element 2.1 - Mobility Management Programs</i>	140,000	-	140,000
<i>Element 2.2 - Paratransit &amp; Low Income Scholarships</i>	185,000	-	185,000
<i>Element 2.3 - Paratransit Plus</i>	500,000	-	500,000
<i>Element 2.4 - Volunteer Drive &amp; Gap Grant</i>	220,000	-	220,000
<b>Element 3 - Reduce Congestion &amp; Pollution</b>	<b>660,000</b>	<b>-</b>	<b>660,000</b>
<i>Element 3.1 - Safe Routes to School</i>	150,000	-	150,000
<i>Element 3.2 - Trans. Demand Management</i>	200,000	-	200,000
<i>Lyft Partnership Agreement</i>	70,000	-	70,000
<i>Element 3.3 - Discretionary Fuel (EV) Programs</i>	240,000	-	240,000
<b>Subtotal, Measure B Programs</b>	<b>1,817,000</b>	<b>-</b>	<b>1,817,000</b>

<b>Budget Line Items</b>	<b>Annual Budget</b>	<b>Proposed Amendments</b>	<b>Revised Budget</b>
<b>Interagency Agreements</b>			
CMFC County Agreement RM2 (Maintenance Parks Dept.)	25,000	-	25,000
Highway 101 Ramp Metering Local Support	50,000	-	50,000
North-South Greenway (Southern Segment)- County Project Management	750,000	-	750,000
HOV Gap Closure Offsite Landscaping Mitigation Funding Agreement - Caltrans	400,000	-	400,000
SR37 Study Funding Contribution - Agreement	20,000	-	20,000
Funding Agreement with Larkspur For East SF Drake Improvement Project	2,300,000	-	2,300,000
County Lower Marin City Drainage Study Agreement	75,000	-	75,000
Novato Pedestrian Access to Transit and Crosswalk Improvement Project Agreement	302,100	-	302,100
Caltrans MSN A2 and A3 Construction Support	167,000	-	167,000
Sausalito - Gate 6 Bridgeway Intersection Improvements	156,000	-	156,000
Marin County - Signal Improvements/Upgrades on SFD Blvd	340,000	-	340,000
Corte Madera - Tamal Vista Blvd Bike/Ped Improvements	526,000	-	526,000
San Rafael - Multi Pathway - 2nd Street to Anderson Drive	250,000	-	250,000
Marin Transit - Downtown Novato Bus Stop Improvement Project	311,000	-	311,000
CMFC - County Construction Agreement NTPP/CMAQ	-	1,214,985	1,214,985
<b>Subtotal, Interagency Agreements</b>	<b>5,672,100</b>	<b>1,214,985</b>	<b>6,887,085</b>
<b>Other Project/Program Expenditures</b>			
TFCA - Reimbursement of Various Capital Projects	786,000	-	786,000
<b>Subtotal, Other Capital Expenditures</b>	<b>786,000</b>	<b>-</b>	<b>786,000</b>
<b>Total Expenditures</b>	<b>50,913,131</b>	<b>1,446,735</b>	<b>52,024,866</b>

**Attachment 3: FY2017-18 Revenue and Expenditure Report as of 9/30/17 – Measure A 1/2 Cent Sales Tax Detail *Item 9b - Attachment***

Budget Line	Interest	5% Reserve	1% Admin	4% Program	Strategy PM	S - 1.1 Local Bus	S - 1.2 Rural Bus	S - 1.3 Para.	S - 1.4 Cap. Imp.	S - 2 Gap Closure/Debt Reserve	S - 3.1 Major Roads	S - 3.2 Local Roads	S - 4.1 SR2S	S - 4.2 C. Guards	S - 4.3 Pathways	Total
<b>REVENUE</b>																
FY2017 Accrual Balance *	3,419,976	5,285,266	144,964	896,559	-	6,115,985	713,850	376,161	4,786,363	1,022,975	10,307,097	3,343,416	1,400,081	919,476	1,453,183	40,185,351
FY2018 Revenue	-	-	96,478	385,911	158,333	3,330,392	270,032	810,095	540,064	783,333	1,159,004	1,200,671	274,035	348,772	290,643	9,647,763
<b>EXPENSES</b>																
<b>ADMINISTRATION</b>																
Salaries & Benefits			83,467	307,200	72,605					37,955						501,228
LGS Insurance and HR/Payroll Service Cost			7,754	28,538	6,745					3,526						46,562
Office Lease				139,806												139,806
Agencywide IT and Computer Equipment Upgrade				8,687												8,687
Equipment Purchase/Lease				3,942												3,942
Telephone/Internet/ Web Hosting Services				8,489												8,489
Office Supplies				19,004												19,004
Update/Improvement of TAM Website				7,824												7,824
Classification Study																-
Insurance				5,878												5,878
Financial Audit				12,000												12,000
Legal Services				15,785												15,785
Document Reproduction				2,665												2,665
Memberships				3,820												3,820
Travel/Meetings/Conferences				11,181												11,181
Carshare Membership				144												144
Electric Bike Purchase/Lease																-
Professional Development				188												188
Human Resources/Payroll/Board Support				19,804												19,804
Information Technology Support				17,226												17,226
Annual Support & Upgrade of Financial System				19,093												19,093
Misc Expenses																-
<b>PROFESSIONAL SERVICES</b>																
Bellam Blvd 101 Off-ramp Improvements - Design										122,159						122,159
ESFD Blvd Impr of Access to RSR Bridge - Design Support										69,067						69,067
Bike Path Improvement on Sir Francis Drake Fly-over										81,558						81,558
580/101 Direct Connector Feasibility Study																-
Project Management Oversight				34,191												34,191
Financial Advisor Services				3,500												3,500
TAM Junction Construction Management & Construction															300,157	300,157
Consulting Pool				6,853												6,853
<b>MEASURE A SALES TAX PROGRAMS/PROJECTS</b>																
Measure A Compliance Audit				10,500												10,500
Bike/Ped Path Maintenance																-
GGT Ferry Shuttle Service Contribution through MT																-
Central Marin Ferry Connector - SMART Insurance Policy																-
Strategy 1 - Transit						2,472,178	276,314	464,844	1,454,889							4,668,225
Strategy 2 - Gap Closure / Debt Reserve										1,211,798						1,211,798
Strategy 3 - Streets & Roads											2,347,204					2,347,204
Strategy 4- Safe Routes													229,531	254,161	324,220	807,912
<b>INTERAGENCY AGREEMENTS</b>																
Funding Agreement with Larkspur For East SF Drake Improvement Project										479,000						479,000
County Lower Marin City Drainage Study Agreement - Swap						22,438										22,438
Novato Pedestrian Access to Transit and Crosswalk Improvement Project Agreement																-
<b>Total Expenses</b>	-	-	91,221	686,319	79,349	2,494,616	276,314	464,844	1,454,889	2,005,063	2,347,204	-	229,531	254,161	624,377	11,007,888
<b>BALANCE</b>	3,419,976	5,285,266	150,221	596,151	78,984	6,951,761	707,567	721,412	3,871,538	(198,754)	9,118,897	4,544,086	1,444,585	1,014,087	1,119,449	38,825,226

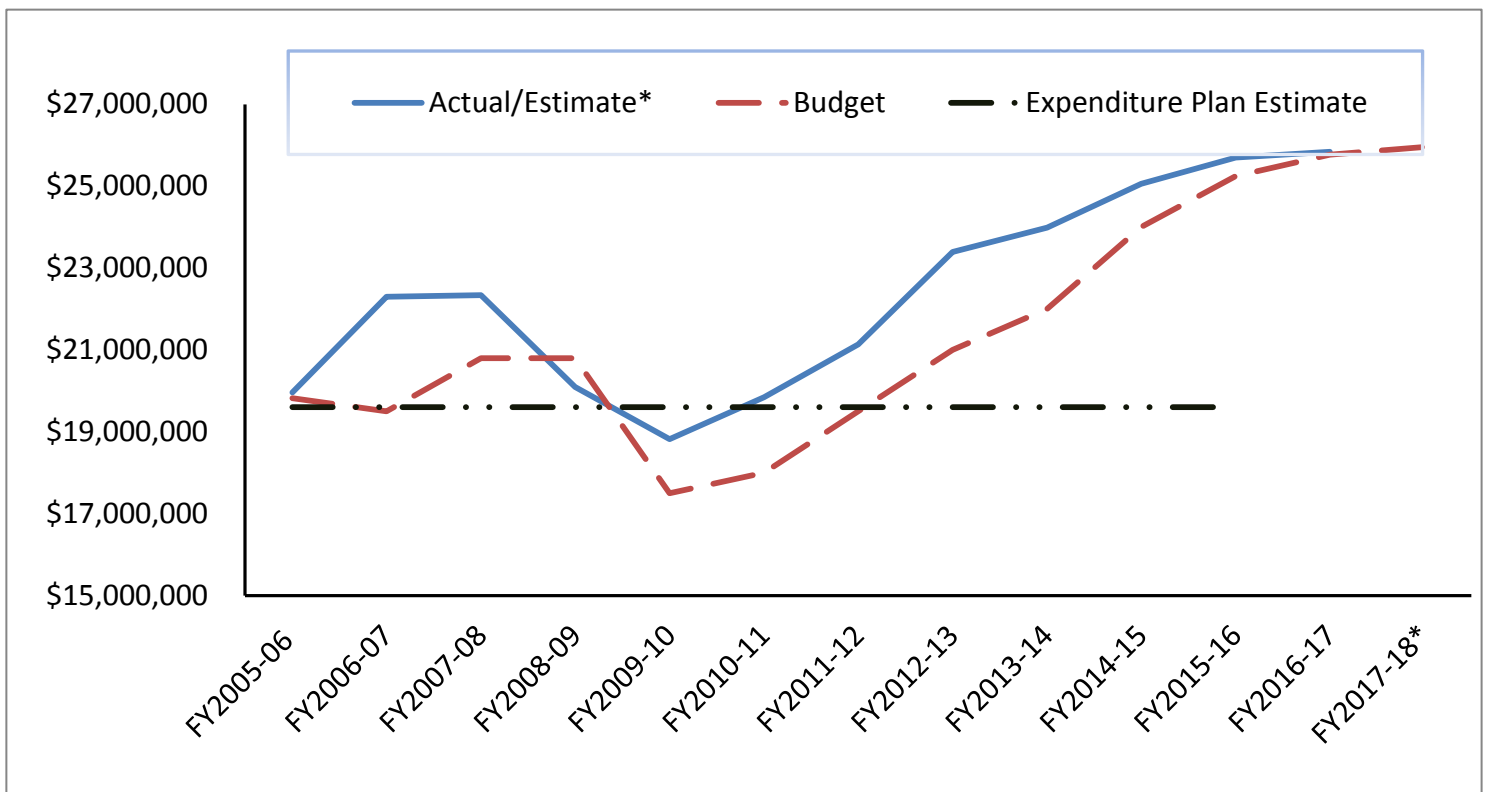
\* FY2016-17 audit is still in process and the numbers are subject to change.

**Attachment 4.1: Monthly Measure A 1/2 Sales Tax Disbursement Comparison**

(Cash Disbursement from July to June)

		<b>FY2017</b>	<b>FY2018</b>	<b>\$ Difference</b>	<b>% Difference</b>
<b>Actuals</b>	<b>July</b>	1,750,700	1,715,700	(35,000)	-2.00%
	<b>August</b>	2,334,300	2,287,600	(46,700)	-2.00%
	<b>September</b>	2,359,141	2,721,654	362,513	15.37%
	<b>October</b>	1,784,300	1,755,200	(29,100)	-1.63%
	<b>November</b>	2,379,100	2,340,200	(38,900)	-1.64%
	<b>December</b>	2,330,771	2,830,710	499,939	21.45%
<b>Actual / Budget</b>	<b>January</b>	1,921,100	-	(1,921,100)	-100.00%
	<b>February</b>	2,561,400	-	(2,561,400)	-100.00%
	<b>March</b>	2,110,685	-	(2,110,685)	-100.00%
	<b>April</b>	1,557,800	-	(1,557,800)	-100.00%
	<b>May</b>	2,077,100	-	(2,077,100)	-100.00%
	<b>June</b>	2,671,065	-	(2,671,065)	-100.00%
	<b>July-December</b>	<u>12,938,312</u>	<u>13,651,063</u>	<u>712,752</u>	<u>5.51%</u>
	<b>Annual Disbursement</b>	<u>25,837,461</u>			
	<b>FY2018 Annual Budget</b>		<u>25,960,000</u>		

**Attachment 4.2 Measure A 1/2 Sales Tax Actual Vs. Budget Comparison**



## Attachment 5: FY2017 and FY2018 Monthly Measure B VRF Disbursement Comparison

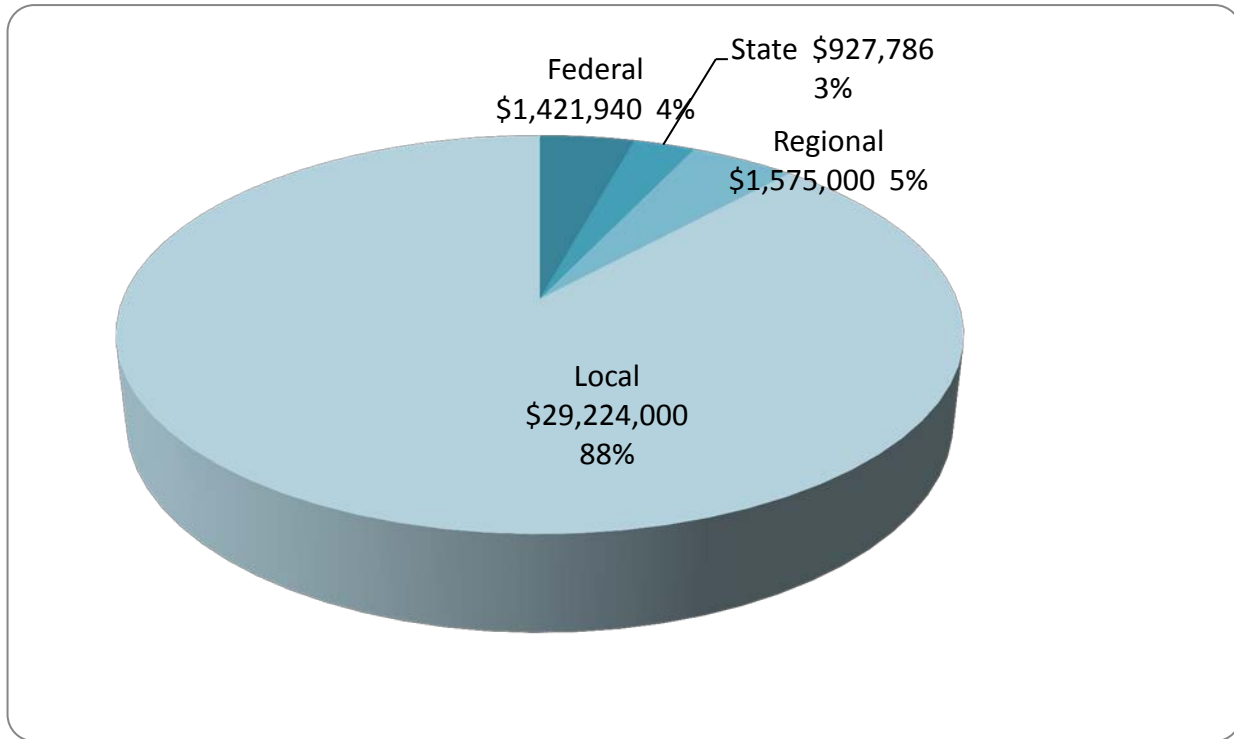
(Cash Disbursement from July to June)

		<b>FY2017</b>	<b>FY2018</b>	<b>\$ Difference</b>	<b>% Difference</b>
<b>Actual</b>	<b>July</b>	218,249	212,315	(5,935)	-2.72%
	<b>August</b>	215,745	211,733	(4,011)	-1.86%
	<b>September</b>	200,622	195,142	(5,480)	-2.73%
	<b>October</b>	222,554	216,932	(5,622)	-2.53%
	<b>November</b>	211,515	201,566	(9,949)	-4.70%
	<b>December</b>	190,745	197,154	6,409	3.36%
<b>Actual / Budget</b>	<b>January</b>	184,065		(184,065)	-100.00%
	<b>February</b>	184,149		(184,149)	-100.00%
	<b>March</b>	193,006		(193,006)	-100.00%
	<b>April</b>	194,424		(194,424)	-100.00%
	<b>May</b>	214,507	-	(214,507)	-100.00%
	<b>June</b>	180,005	-	(180,005)	-100.00%
	<b>July-December</b>	<u>1,259,430</u>	<u>1,234,841</u>	<u>(24,588)</u>	<u>-1.95%</u>
	<b>Annual Disbursement</b>	<u>2,409,586</u>			
	<b>FY2018 Annual Budget</b>		<u>2,350,000</u>		

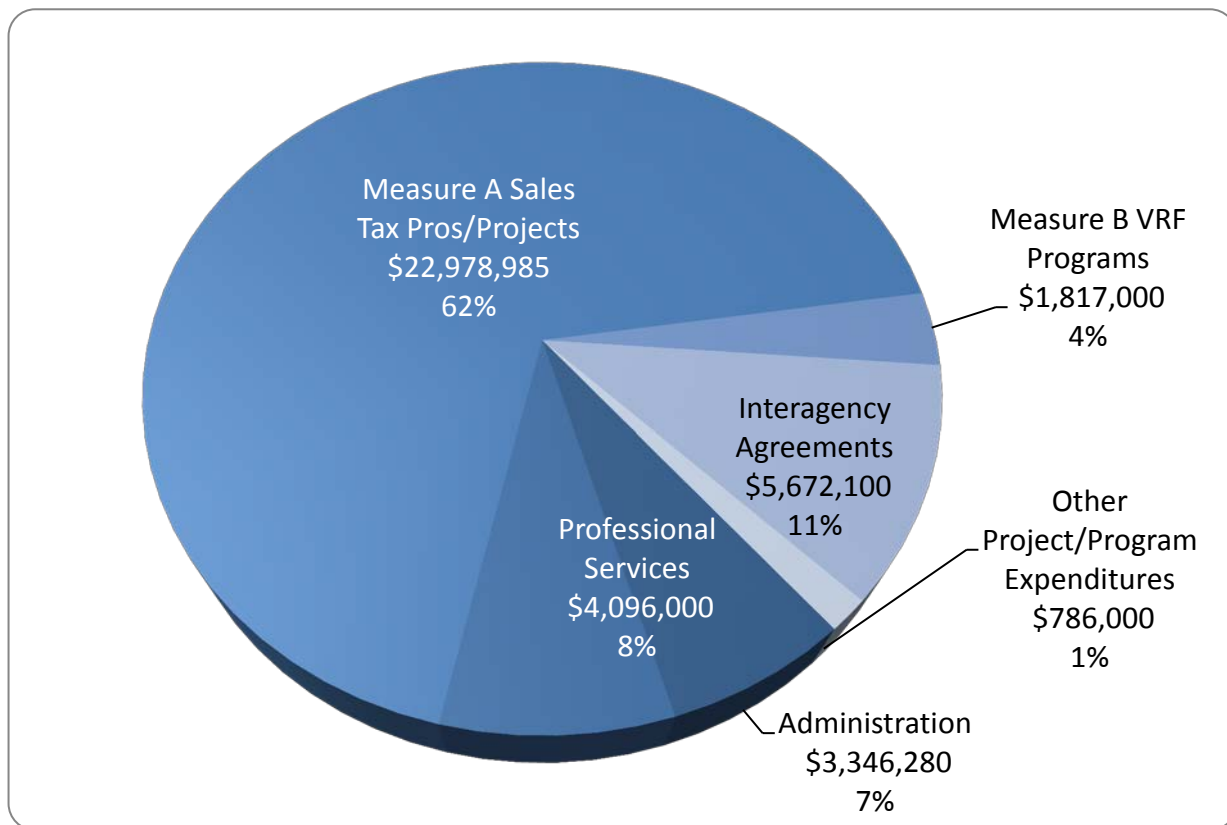
**Attachment 6: CalTRUST Investment Monthly Interest Income by Account  
(July - December 2017)**

	General CMA		Mea. A Sales Tax	Mea. B VRF		TFCA		Total
	Short Term	Medium Term	Medium Term	Short Term	Medium Term	Short Term	Medium Term	CalTRUST
<b>Principal Investment</b>	\$ 808,530	\$ 2,000,000	\$ 38,393,102	\$ 500,000	\$ 3,072,287	\$ 500,000	\$ 831,950	\$ 46,105,869
<b>Prior Reinvested Interest Revenue</b>	\$ 8,115	\$ 24,871	\$ 970,437	\$ 11,258	\$ 59,641	\$ 11,258	\$ 10,345	\$ 1,095,926
<b>FY2017-18 Monthly Interest Income</b>								
<i>July-17</i>	\$ 773	\$ 2,363	\$ 45,966	\$ 484	\$ 3,656	\$ 484	\$ 983	\$ 54,710
<i>August-17</i>	\$ 878	\$ 2,562	\$ 49,827	\$ 550	\$ 3,963	\$ 550	\$ 1,066	\$ 59,395
<i>September-17</i>	\$ 800	\$ 2,375	\$ 46,191	\$ 501	\$ 3,674	\$ 501	\$ 988	\$ 55,030
<i>October-17</i>	\$ 898	\$ 2,664	\$ 51,814	\$ 562	\$ 4,121	\$ 562	\$ 1,108	\$ 61,729
<i>November-17</i>	\$ 560	\$ 2,547	\$ 49,542	\$ 538	\$ 3,941	\$ 538	\$ 1,059	\$ 58,726
<i>December-17</i>	\$ 561	\$ 2,575	\$ 50,091	\$ 541	\$ 3,984	\$ 541	\$ 1,071	\$ 59,364
<i>January-18</i>								\$ -
<i>February-18</i>								\$ -
<i>March-18</i>								\$ -
<i>April-18</i>								\$ -
<i>May-18</i>								\$ -
<i>June-18</i>								\$ -
<b>Total for the 2nd Quarter</b>	\$ 4,471	\$ 15,085	\$ 293,430	\$ 3,176	\$ 23,340	\$ 3,176	\$ 6,275	\$ 348,954
<b>Unrealized Gain/(Loss) - 12/31/2017</b>	\$ (822)	\$ (18,139)	\$ (329,973)	\$ (517)	\$ (27,071)	\$ (517)	\$ (7,545)	\$ (384,584)
<b>Market Value - 12/31/2017</b>	\$ 820,294	\$ 2,021,818	\$ 39,326,996	\$ 513,918	\$ 3,128,197	\$ 513,918	\$ 841,025	\$ 47,166,165

**Attachment 7.1: FY2017-18 Budget Revenue Overview by Funding Source**



**Attachment 7.2: FY2017-18 Budget Expenditure Overview by Category**



*Note: Administration category includes all TAM's staff costs at \$2.22 million. Please note that the majority of the staff costs are for direct project and program management.*



## Attachment 8 - Transportation Acronyms

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

## Attachment 8 - Transportation Acronyms

Acronym	Full Term
MTS	Metropolitan Transportation System
Neg Dec	Negative Declaration
NEPA	National Environmental Policy Act
NOP	Notice of Preparation
NTPP	Non-motorized Transportation Pilot Program
OBAG	One Bay Area Grant
PAED	Project Approval and Environmental Document
PCA	Priority Conservation Area
PCI	Pavement Condition Index
PDA	Priority Development Area
PS&E	Plans, Specifications and Engineers Estimate
PSR	Project Study Report
RHNA	Regional Housing Needs Allocation
RM2	Regional Measure 2 (Bridge Toll)
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
SCS	Sustainable Communities Strategy
SLPP	State-Local Partnership Program
SMART	Sonoma Marin Area Rail Transit
SR	State Route
SR2S/SRTS	Safe Routes to Schools
STA	State Transit Assistance
STIP	State Transportation Improvement Program
STP	Federal Surface Transportation Program
TCM	Transportation Control Measures
TCRP	Transportation Congestion Relief Program
TDA	Transportation Development Act
TDM	Transportation Demand Management
TFCA	Transportation Fund for Clean Air
TIP	Federal Transportation Improvement Program
TLC	Transportation for Livable Communities
TMP	Traffic Management Plan
TMS	Transportation Management System
TNC	Transportation Network Company
TOD	Transit-Oriented Development
TOS	Transportation Operations Systems
VMT	Vehicle Miles Traveled
VRF	Vehicle Registration Fee