



**DATE:** April 8, 2019

**TO:** Transportation Authority of Marin Administration, Projects and Planning Executive Committee

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

**SUBJECT:** Review and Acceptance of the FY2018-19 Third Quarter Financial Report (Action), Agenda Item No. 6

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**RECOMMENDATION:**

The TAM Administration, Projects and Planning Executive Committee reviews the FY2018-19 Third Quarter Financial Report, including all proposed budget amendments, and refers it to the TAM Board for review and approval.

**BACKGROUND:**

This report, along with all accompanying attachments, provide a summary of the financial activities for the period ending March 31, 2019 and covers TAM's revenue and expenditure activities from July 1, 2018 to March 31, 2019. Revenues and expenditures are presented on a cash basis for the period covered.

**DISCUSSION/ANALYSIS:**

Revenue Highlights:

As of March 31, 2019, the total Measure A 1/2-Cent Transportation Sales Tax cash disbursements received from the California Department of Tax and Fee Administration (CDTFA) for the six-month period from July 2018 to March 2019 was \$21.96 million, which is 5.57% higher than the total Measure A disbursements for the same period of FY2017-18.

As of March 31, 2019, TAM has also received a total of \$1.83 million in Measure B \$10 vehicle registration fee cash disbursements from the Department of Motor Vehicles (DMV) for the nine-month period from July 2018 to March 2019, which is about 0.80% higher than the same period of last year.

As of March 31, 2019, TAM received all the fee contributions from cities, towns, and the county for CMA planning, programming, and project delivery support services provided. The total fee of \$559,000 includes the \$430,000 base fee and \$129,000 temporary increase to support a few critical planning efforts. The agency also received a total \$2.02 million in reimbursement for various CMA project/program work, and \$183,021 in TFCA (Transportation Fund for Clean Air) funds. TAM also received \$788,521 in interest revenue from all its investments in CalTRUST and its money market account with Bank of Marin for the first three quarters of FY2018-19.

Expenditure Highlights:

Total expenditures through the third quarter of the year is about \$16.61 million, of which \$13.18 million is under the Measure A 1/2-Cent Sales Tax program. 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 included in this quarterly financial report:

Add the “Pension Liability Pay-Down” and “Pension/OPEB Section 115 Trust Funding” for \$393,896 and \$157,470 respectively. The “Pension Liability Pay-Down” includes the one-time pay-down of TAM’s pension liability as of June 30, 2019 in the amount of \$338,254, and TAM’s pension liability payment for FY2018-19 in the amount of \$55,642. The TAM Board reviewed and approved staff’s recommendation to make a one-time contribution to fully pay down the agency’s current pension liability as of June 30, 2019 at its February 28, 2019 meeting. The TAM board also reviewed and approved staff’s recommendation to set up two Section 115 trust funds, one for the pre-fund of future pension liability, in the amount of \$129,970 and one for Other Post-Employment Benefit liability, in the amount of \$27,500. The sum of those two amounts are reflected under budget line “Pension/OPEB Section 115 Trust Funding”. Future contribution levels for the funds will be reviewed and set during annual budget development process.

Increase the “Human Resources/Board Support” Line by \$50,000, from \$60,000 to \$110,000, to cover the recruitment cost of the new Executive Director. The \$50,000 is expected to cover both the staff support of the County of the Marin and cost of the recruitment consultant team. The amount was approved by the TAM Board at its February 28, 2019 meeting.

Move a total of \$148,000 budget authority from budget line “580/101 Direct Connector Project Support” to “Project Management Oversight” to fund a Richmond-San Rafael Bridge Upper Deck Traffic Study and related project management effort. This recommended change was reviewed and approved by the TAM Board at its January 24, 2019 meeting.

Increase the “MSN B1 Phase 2 & A4 Design” line by \$300,000, from \$800,000 to \$1,100,000. The TAM Board reviewed and approved an additional \$1.5 million for the project at its February 28, 2019 meeting, of which, \$300,000 is expected to be spent in the current fiscal year, with the remaining for work in FY2019-20.

Increase the “Sales Tax Reauthorization Support” Line by \$270,000, from \$50,000 to \$320,000. This increase is required to cover the \$293,434.55 election cost for Measure AA, invoiced by the County Elections Department on March 1, 2019.

Decrease the “San Rafael – Multi-Use Path: 2nd to Rice Drive” Line by \$763,000, from \$3,713,000 to \$2,950,000. A total of \$763,000 Measure A interest funds was originally allocated to the project by the TAM Board on June 28, 2018. However, it was later determined that Measure A interest funds may not be an appropriate funding sources to defray the shortfall of the project. To help bridge the shortfall before removing the Measure A interest funds, TAM staff reached out to MTC and successfully secured additional \$763,000 in STP/CMAQ funds which the City of San Rafael agreed to use for its fully funded Grand Ave Bridge Project, and in return freed up \$681,000 of Local Traffic Mitigation funds and \$81,000 of TDA funds for the Multi-Use Path: 2nd to Rice Drive Project. The TAM Board reviewed and approved staff’s recommendation at its July 26, 2018 meeting.

Add the “San Rafael – Canal Neighborhood CBTP” with \$20,000. The TAM Board approved the allocation of \$75,000 in CMA planning funds to the City of San Rafael to update the Canal Neighborhood Community

Based Transportation Plan at its March 28, 2019 meeting. \$20,000 of the \$75,000 is expected to be used in the current year, with the remaining to be spent in FY2019-20.

Investment with CalTRUST:

Attachment 6 of the staff report provides a detailed investment report for each of the CalTRUST funds TAM invests in, with the monthly interest earnings and unrealized gain/loss as of March 31, 2019.

On the other hand, staff reviewed TAM's investment interest allocation practice during the last month. As you can see from prior investment reports, TAM's investment accounts were originally set up to track the interest for each of TAM's funds separately. However, this requires close tracking of the cash flow in every one of TAM's funds and rebalance of the amounts in the investment accounts for each fund, which is very time consuming. Staff surveyed a few agencies and has changed the interest allocation process to allocate the total interest revenue based on the cash and CalTRUST investment balance for each fund at the end of each month. As a result, the presentation of Attachment 6 is changed to only show the three CalTRUST investment funds, instead of by each TAM fund.

**FISCAL CONSIDERATION:**

None

**NEXT STEPS:**

Fourth quarter financial report will be incorporated as part of the TAM annual financial report and be represented in October or November 2019.

**ATTACHMENTS:**

- Attachment 1 FY2018-19 Budget to Actual Comparison as of 3/31/2019
- Attachment 2 Proposed FY2018-19 Budget Amendments as of 3/31/2019
- Attachment 3 FY2018-19 Revenue and Expenditure Report as of 3/31/2019– Measure A ½ Cent Sales Tax Detail
- Attachment 4 FY2017-18 and FY2018-19 Monthly Measure A Sales Tax Disbursement Comparison
- Attachment 5 FY2017-18 and FY2018-19 Monthly Measure B VRF Disbursement Comparison
- Attachment 6 CalTRUST Investment Monthly Interest Income Summary – 3/31/2019
- Attachment 7 FY2018-19 Budget Revenue and Expenditure Overview
- Attachment 8 Transportation Acronyms

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## Attachment I: FY2018-19 Budget to Actual Comparison as of 3/31/19

Budget Line Items	Annual Budget	Actual 3/31/19	\$ Difference	Actual as % of Budget
Measure A Sales Tax Revenue	26,940,000	21,956,319	(4,983,681)	81.50%
Measure B VRF Revenue	2,400,000	1,826,142	(573,858)	76.09%
Cities/Towns and County Contribution	559,000	559,000	-	100.00%
Interest Revenue	400,000	788,521	388,521	197.13%
MTC STP/CMAQ Planning Fund and OBAG Grants	1,452,023	295,827	(1,156,196)	20.37%
MTC Regional Measure 2 Fund	5,642,680	1,094,084	(4,548,596)	19.39%
Transportation For Clean Air Funding	360,000	183,021	(176,979)	50.84%
State STIP PPM Fund	194,063	81,568	(112,495)	42.03%
STIP/RTIP/ITIP Funds/SB1 Local Partnership	1,153,122	66,341	(1,086,781)	5.75%
Nonmotorized Transportation Pilot Program Fund	37,287	-	(37,287)	0.00%
MTC Climate Initiatives Program Grant/CMAQ	65,111	3,987	(61,124)	6.12%
Realized Highway 101 ROW Excess Fund	615,000	475,926	(139,074)	77.39%
<b><i>Total Revenue Available</i></b>	<b>39,818,286</b>	<b>27,330,736</b>	<b>(12,487,550)</b>	<b>68.64%</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Salaries & Benefits	2,481,774	1,813,049	668,726	73.05%
Office Lease	260,000	208,152	51,848	80.06%
Agencywide IT and Computer Equipment Upgrade	10,000	7,773	2,227	77.73%
Equipment Purchase/Lease	10,000	6,860	3,140	68.60%
Telephone/Internet/ Web Hosting Services	25,000	17,977	7,023	71.91%
Office Supplies	40,000	15,910	24,090	39.78%
Update/Improvement of TAM Website	20,000	8,347	11,653	41.74%
Classification Study	30,000	-	30,000	0.00%
Insurance	12,000	9,512	2,488	79.26%
Financial Audit	20,000	12,000	8,000	60.00%
Legal Services	70,000	43,678	26,322	62.40%
Document/Video/Marketing Material Production	61,000	12,650	48,350	20.74%
Memberships	25,000	18,402	6,598	73.61%
Travel/Meetings/Conferences	41,500	19,068	22,432	45.95%
Carshare Membership	1,000	-	1,000	0.00%
Electric Bike Purchase/Lease	5,000	4,154	846	83.09%
Professional Development	6,000	4,228	1,772	70.47%
Human Resources/Board Support	60,000	6,298	53,702	10.50%
Information Technology Support	45,000	21,728	23,273	48.28%
Annual Support & Upgrade of Financial System	15,000	8,623	6,377	57.49%
Misc. Expenses	20,500	5,058	15,442	24.68%
<b><i>Subtotal, Administration</i></b>	<b>3,258,774</b>	<b>2,243,469</b>	<b>1,015,306</b>	<b>68.84%</b>

## Attachment I: FY2018-19 Budget to Actual Comparison as of 3/31/19

Budget Line Items	Annual Budget	Actual 3/31/19	\$ Difference	Actual as % of Budget
<b>Professional Services</b>			-	
Bellam Blvd 101 Off-ramp Improvements - Design & R/W	350,000	107,333	242,667	30.67%
580/101 Direct Connector Project Support	150,000	-	150,000	0.00%
CMP Update/Traffic Monitoring	60,000	-	60,000	0.00%
Travel Model Maintenance & Update	250,000	137,908	112,093	55.16%
Traffic Monitoring and Reporting	25,000	5,000	20,000	20.00%
Project Management Oversight	350,000	107,578	242,422	30.74%
MSN B1 Phase 2 & A4 Design	800,000	672,706	127,294	84.09%
MSN San Antonio Curve Correction Construction Support	150,000	77,698	72,302	51.80%
HOV Gap Closure Mitigation - Brookdale /Maintenance	10,000	3,000	7,000	30.00%
State Legislative Assistance	40,250	26,250	14,000	65.22%
Financial Advisor/Sales Tax Audit Services	20,000	-	20,000	0.00%
North-South Greenway Gap Closure / PS&E	700,000	476,363	223,637	68.05%
Public Outreach Service Support	45,000	20,500	24,500	45.56%
Street Smart Program Implementation	35,000	13,500	21,500	38.57%
Highway 101 Ramp Metering Implementation Plan Outreach	50,000	-	50,000	0.00%
CMFC Onsite Re-Vegetation Mitigation Monitoring and Reporting	10,000	1,858	8,143	18.58%
Innovation Program	25,000	-	25,000	0.00%
Sales Tax Reauthorization Support	50,000	319,340	(269,340)	638.68%
Consulting Pool	70,000	22,916	47,084	32.74%
<b>Subtotal, Professional Services</b>	<b>3,190,250</b>	<b>1,991,948</b>	<b>1,198,302</b>	<b>62.44%</b>
<b>Measure A Sales Tax Programs/Projects</b>				
Measure A Compliance Audit	20,000	11,500	8,500	57.50%
Bike/Ped Path Maintenance	166,000	-	166,000	0.00%
GGT Ferry Shuttle Service Contribution through MT	85,000	85,000	-	100.00%
Central Marin Ferry Connector - SMART Insurance Policy	25,000	-	25,000	0.00%
<b>Strategy 1 - Transit</b>	<b>18,061,751</b>	<b>6,571,668</b>	<b>11,490,083</b>	<b>36.38%</b>
<i>Substrategy 1.1 - Local Bus Transit Service</i>	10,400,000	4,987,151	5,412,849	47.95%
<i>Substrategy 1.2 - Rural Bus Transit System</i>	990,000	495,000	495,000	50.00%
<i>Substrategy 1.3 - Special Needs Transit Services</i>	2,721,751	779,874	1,941,877	28.65%
<i>Substrategy 1.4 - Bus Transit Facilities</i>	3,950,000	309,642	3,640,358	7.84%
Strategy 2 - Hwy 101 Gap Closure	400,000	-	400,000	0.00%
<i>STP/HIP Swap Project</i>	400,000	-	400,000	0.00%

## Attachment I: FY2018-19 Budget to Actual Comparison as of 3/31/19

Budget Line Items	Annual Budget	Actual 3/31/19	\$ Difference	Actual as % of Budget
<u>Strategy 3 - Local Transportation Infrastructure</u>	5,551,611	3,759,396	1,792,215	67.72%
<i>Substrategy 3.1 - Major Roads</i>	2,250,000	491,784	1,758,216	21.86%
<i>Substrategy 3.2 - Local Roads</i>	3,301,611	3,267,612	33,999	98.97%
<u>Strategy 4 - Safer Access to Schools.</u>	3,703,000	1,017,501	2,685,499	27.48%
<i>Substrategy 4.1 - Safe Routes to Schools</i>	823,000	358,352	464,648	43.54%
<i>Substrategy 4.2 - Crossing Guards</i>	1,530,000	312,182	1,217,818	
<i>Substrategy 4.3 - Safe Pathways to School</i>				
<i>Safe Pathways Plan Development</i>	100,000	64,456	35,544	64.46%
<i>Safe Pathway Capital Projects</i>	1,250,000	282,512	967,488	22.60%
<b>Subtotal, Measure A Programs</b>	<b>28,012,362</b>	<b>11,445,065</b>	<b>16,567,297</b>	<b>40.86%</b>
<b>Measure B VRF Programs</b>				
<u>Element 1 - Maintain Local Streets &amp; Pathways</u>	114,000	-	114,000	0.00%
<i>Element 1.1 - Local Streets</i>	-	-	-	
<i>Element 1.2 - Bike/Ped Pathways</i>	114,000	-	114,000	0.00%
<u>Element 2 - Seniors &amp; Disabled Mobility</u>	1,120,000	303,203	816,797	27.07%
<i>Element 2.1 - Mobility Management Programs</i>	140,000	21,195	118,805	15.14%
<i>Element 2.2 - Paratransit &amp; Low Income Scholarships</i>	235,000	99,072	135,928	42.16%
<i>Element 2.3 - Paratransit Plus</i>	600,000	133,001	466,999	22.17%
<i>Element 2.4 - Volunteer Drive &amp; Gap Grant</i>	145,000	49,935	95,065	34.44%
<u>Element 3 - Reduce Congestion &amp; Pollution</u>	1,138,999	602,333	536,666	52.88%
<i>Element 3.1 - Safe Routes to School/ Street Smart Program</i>	345,000	330,782	14,218	95.88%
<i>Element 3.2 - Commute Alternative Programs</i>	358,999	191,907	167,092	53.46%
<i>Element 3.3 - Alternative Fuel Vehicle Program</i>	435,000	79,643	355,357	18.31%
<b>Subtotal, Measure B Programs</b>	<b>2,372,999</b>	<b>905,535</b>	<b>1,467,464</b>	<b>38.16%</b>
<b>Interagency Agreements</b>				
CMFC County Agreement RM2 (Maintenance Parks Dept.)	25,000	-	25,000	0.00%
North-South Greenway (Southern Segment)- County Project Management	250,000	-	250,000	0.00%
North-South Greenway (Northern Segment) Cooperative Agreement with Caltrans for Construction	2,000,000	-	2,000,000	0.00%
HOV Gap Closure Offsite Landscaping Mitigation Funding Agreement - Caltrans	400,000	-	400,000	0.00%
SR37 Study Funding Contribution - Agreement (STA)	20,000	-	20,000	0.00%
Funding Agreement with Larkspur For East SF Drake Improvement Project - Construction	200,000	7,507	192,493	3.75%
County Lower Marin City Drainage Study Agreement	50,000	4,940	45,060	9.88%

## Attachment I: FY2018-19 Budget to Actual Comparison as of 3/31/19

Budget Line Items	Annual Budget	Actual 3/31/19	\$ Difference	Actual as % of Budget
Novato Pedestrian Access to Transit and Crosswalk Improvement Project Agreement	151,000	-	151,000	0.00%
Funding Agreement with County of Marin for Bellam Boulevard Construction and Construction Management	1,800,000	-	1,800,000	0.00%
Caltrans MSN A2 and A3 Construction Support	42,000	-	42,000	0.00%
Sausalito - Gate 6 Bridgeway Intersection Improvements	47,000	-	47,000	0.00%
Corte Madera - Tamal Vista Blvd Bike/Ped Improvements	526,000	-	526,000	0.00%
San Rafael - Multi-Use Path: 2nd Street to Rice Drive	3,713,000	-	3,713,000	0.00%
Marin County/Caltrans SR-37 Planning Grant Match	9,000	-	9,000	0.00%
San Anselmo-Hub Reconfiguration Phase I Study	309,000	-	309,000	0.00%
Bicycle and Pedestrian Plan Update	15,000	15,000	-	100.00%
Marin County/Caltrans Planning Grant Match				
Manzanita & Southern Marin Flooding	21,000	-	21,000	0.00%
<b>Subtotal, Interagency Agreements</b>	<b>9,578,000</b>	<b>27,447</b>	<b>9,550,553</b>	<b>0.29%</b>
<b>Other Project/Program Expenditures</b>				
TFCA - Reimbursement of Various Capital Projects	397,000	-	397,000	0.00%
<b>Subtotal, Other Capital Expenditures</b>	<b>397,000</b>	<b>-</b>	<b>397,000</b>	<b>0.00%</b>
<b>Total Expenditures</b>	<b>46,809,385</b>	<b>16,613,463</b>	<b>30,195,922</b>	<b>35.49%</b>



## Attachment 2: Summary of FY2018-19 Budget Amendments as of 3/31/19

Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
Measure A Sales Tax Revenue	26,940,000	-	26,940,000
Measure B VRF Revenue	2,400,000	-	2,400,000
Cities/Towns and County Contribution	559,000	-	559,000
Interest Revenue	400,000	-	400,000
MTC STP/CMAQ Planning Fund and OBAG Grants	1,452,023	-	1,452,023
MTC Regional Measure 2 Fund	5,642,680	-	5,642,680
Transportation For Clean Air Funding	360,000	-	360,000
State STIP PPM Fund	194,063	-	194,063
STIP/RTIP/ITIP Funds/SB1 Local Partnership Nonmotorized Transportation Pilot Program Fund	1,153,122	-	1,153,122
	37,287	-	37,287
MTC Climate Initiatives Program Grant/CMAQ	65,111	-	65,111
Realized Highway 101 ROW Excess Fund	615,000	-	615,000
<b><i>Total Revenue Available</i></b>	<b>39,818,286</b>	<b>-</b>	<b>39,818,286</b>
<b>EXPENDITURES</b>			
<b>Administration</b>			
Salaries & Benefits	2,481,774	-	2,481,774
Pension Liabilities Pay Down		393,896	
Pension/OPEB Section 115 Trust Funding		157,470	
Office Lease	260,000	-	260,000
Agencywide IT and Computer Equipment Upgrade	10,000	-	10,000
Equipment Purchase/Lease	10,000	-	10,000
Telephone/Internet/ Web Hosting Services	25,000	-	25,000
Office Supplies	40,000	-	40,000
Update/Improvement of TAM Website	20,000	-	20,000
Classification Study	30,000	-	30,000
Insurance	12,000	-	12,000
Financial Audit	20,000	-	20,000
Legal Services	70,000	-	70,000
Document/Video/Marketing Material Production	61,000	-	61,000
Memberships	25,000	-	25,000
Travel/Meetings/Conferences	41,500	-	41,500
Carshare Membership	1,000	-	1,000
Electric Bike Purchase/Lease	5,000	-	5,000
Professional Development	6,000	-	6,000
Human Resources/Board Support	60,000	50,000	110,000
Information Technology Support	45,000	-	45,000
Annual Support & Upgrade of Financial System	15,000	-	15,000
Misc. Expenses	20,500	-	20,500
<b><i>Subtotal, Administration</i></b>	<b>3,258,774</b>	<b>601,366</b>	<b>3,308,774</b>

## Attachment 2: Summary of FY2018-19 Budget Amendments as of 3/31/19

Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
<b>Professional Services</b>			-
Bellam Blvd 101 Off-ramp Improvements - Design & R/W	350,000	-	350,000
580/101 Direct Connector Project Support	150,000	(148,000)	2,000
CMP Update/Traffic Monitoring	60,000	-	60,000
Travel Model Maintenance & Update	250,000	-	250,000
Traffic Monitoring and Reporting	25,000	-	25,000
Project Management Oversight	350,000	148,000	498,000
MSN B1 Phase 2 & A4 Design	800,000	300,000	1,100,000
MSN San Antonio Curve Correction Construction Support	150,000	-	150,000
HOV Gap Closure Mitigation - Brookdale /Maintenance	10,000	-	10,000
State Legislative Assistance	40,250	-	40,250
Financial Advisor/Sales Tax Audit Services	20,000	-	20,000
North-South Greenway Gap Closure / PS&E	700,000	-	700,000
Public Outreach Service Support	45,000	-	45,000
Street Smart Program Implementation	35,000	-	35,000
Highway 101 Ramp Metering Implementation Plan Outreach	50,000	-	50,000
CMFC Onsite Re-Vegetation Mitigation Monitoring and Reporting	10,000	-	10,000
Innovation Program	25,000	-	25,000
Sales Tax Reauthorization Support	50,000	270,000	320,000
Consulting Pool	70,000	-	70,000
<b>Subtotal, Professional Services</b>	<b>3,190,250</b>	<b>570,000</b>	<b>3,760,250</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
Central Marin Ferry Connector - SMART Insurance Policy	25,000	-	25,000
Strategy 1 - Transit	18,061,751	-	18,061,751
<i>Substrategy 1.1 - Local Bus Transit Service</i>	10,400,000	-	10,400,000
<i>Substrategy 1.2 - Rural Bus Transit System</i>	990,000	-	990,000
<i>Substrategy 1.3 - Special Needs Transit Services</i>	2,721,751	-	2,721,751
<i>Substrategy 1.4 - Bus Transit Facilities</i>	3,950,000	-	3,950,000
Strategy 2 - Hwy 101 Gap Closure	400,000	-	400,000
<i>STP/HIP Swap Project</i>	400,000	-	400,000

## Attachment 2: Summary of FY2018-19 Budget Amendments as of 3/31/19

Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
Strategy 3 - Local Transportation Infrastructure	5,551,611	-	5,551,611
<i>Substrategy 3.1 - Major Roads</i>	2,250,000	-	2,250,000
<i>Substrategy 3.2 - Local Roads</i>	3,301,611	-	3,301,611
Strategy 4 - Safer Access to Schools.	3,703,000	-	3,703,000
<i>Substrategy 4.1 - Safe Routes to Schools</i>	823,000	-	823,000
<i>Substrategy 4.2 - Crossing Guards</i>	1,530,000	-	1,530,000
<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>	1,250,000	-	1,250,000
<b>Subtotal, Measure A Programs</b>	<b>28,012,362</b>	<b>-</b>	<b>28,012,362</b>
<b>Measure B VRF Programs</b>			
<i>Element 1 - Maintain Local Streets &amp; Pathways</i>	114,000	-	114,000
<i>Element 1.1 - Local Streets</i>	-	-	-
<i>Element 1.2 - Bike/Ped Pathways</i>	114,000	-	114,000
<i>Element 2 - Seniors &amp; Disabled Mobility</i>	1,120,000	-	1,120,000
<i>Element 2.1 - Mobility Management Programs</i>	140,000	-	140,000
<i>Element 2.2 - Paratransit &amp; Low Income Scholarships</i>	235,000	-	235,000
<i>Element 2.3 - Paratransit Plus</i>	600,000	-	600,000
<i>Element 2.4 - Volunteer Drive &amp; Gap Grant</i>	145,000	-	145,000
<i>Element 3 - Reduce Congestion &amp; Pollution</i>	1,138,999	-	1,138,999
<i>Element 3.1 - Safe Routes to School/ Street Smart Program</i>	345,000	-	345,000
<i>Element 3.2 - Commute Alternative Programs</i>	358,999	-	358,999
<i>Element 3.3 - Alternative Fuel Vehicle Program</i>	435,000	-	435,000
<b>Subtotal, Measure B Programs</b>	<b>2,372,999</b>	<b>-</b>	<b>2,372,999</b>
<b>Interagency Agreements</b>			
CMFC County Agreement RM2 (Maintenance Parks Dept.)	25,000	-	25,000
North-South Greenway (Southern Segment)- County Project Management	250,000	-	250,000
North-South Greenway (Northern Segment) Cooperative Agreement with Caltrans for Construction	2,000,000	-	2,000,000
HOV Gap Closure Offsite Landscaping Mitigation Funding Agreement - Caltrans	400,000	-	400,000
SR37 Study Funding Contribution - Agreement (STA)	20,000	-	20,000
Funding Agreement with Larkspur For East SF Drake Improvement Project - Construction	200,000	-	200,000

## Attachment 2: Summary of FY2018-19 Budget Amendments as of 3/31/19

Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
County Lower Marin City Drainage Study Agreement	50,000	-	50,000
Novato Pedestrian Access to Transit and Crosswalk Improvement Project Agreement	151,000	-	151,000
Funding Agreement with County of Marin for Bellam Boulevard Construction and Construction Management	1,800,000	-	1,800,000
Caltrans MSN A2 and A3 Construction Support Sausalito - Gate 6 Bridgeway Intersection Improvements	42,000	-	42,000
Corte Madera - Tamal Vista Blvd Bike/Ped Improvements	47,000	-	47,000
San Rafael - Multi-Use Path: 2nd Street to Rice Drive	526,000	-	526,000
	3,713,000	(763,000)	2,950,000
Marin County/Caltrans SR-37 Planning Grant Match	9,000	-	9,000
San Anselmo-Hub Reconfiguration Phase I Study	309,000	-	309,000
Bicycle and Pedestrian Plan Update	15,000	-	15,000
Marin County/Caltrans Planning Grant Match			
Manzanita & Southern Marin Flooding	21,000	-	21,000
San Rafael - Canal Neighborhood CBTP		20,000	20,000
<b>Subtotal, Interagency Agreements</b>	<b>9,578,000</b>	<b>(743,000)</b>	<b>8,815,000</b>
<b>Other Project/Program Expenditures</b>			
TFCA - Reimbursement of Various Capital Projects	397,000	-	397,000
<b>Subtotal, Other Capital Expenditures</b>	<b>397,000</b>	<b>-</b>	<b>397,000</b>
<b>Total Expenditures</b>	<b>46,809,385</b>	<b>428,366</b>	<b>46,666,385</b>

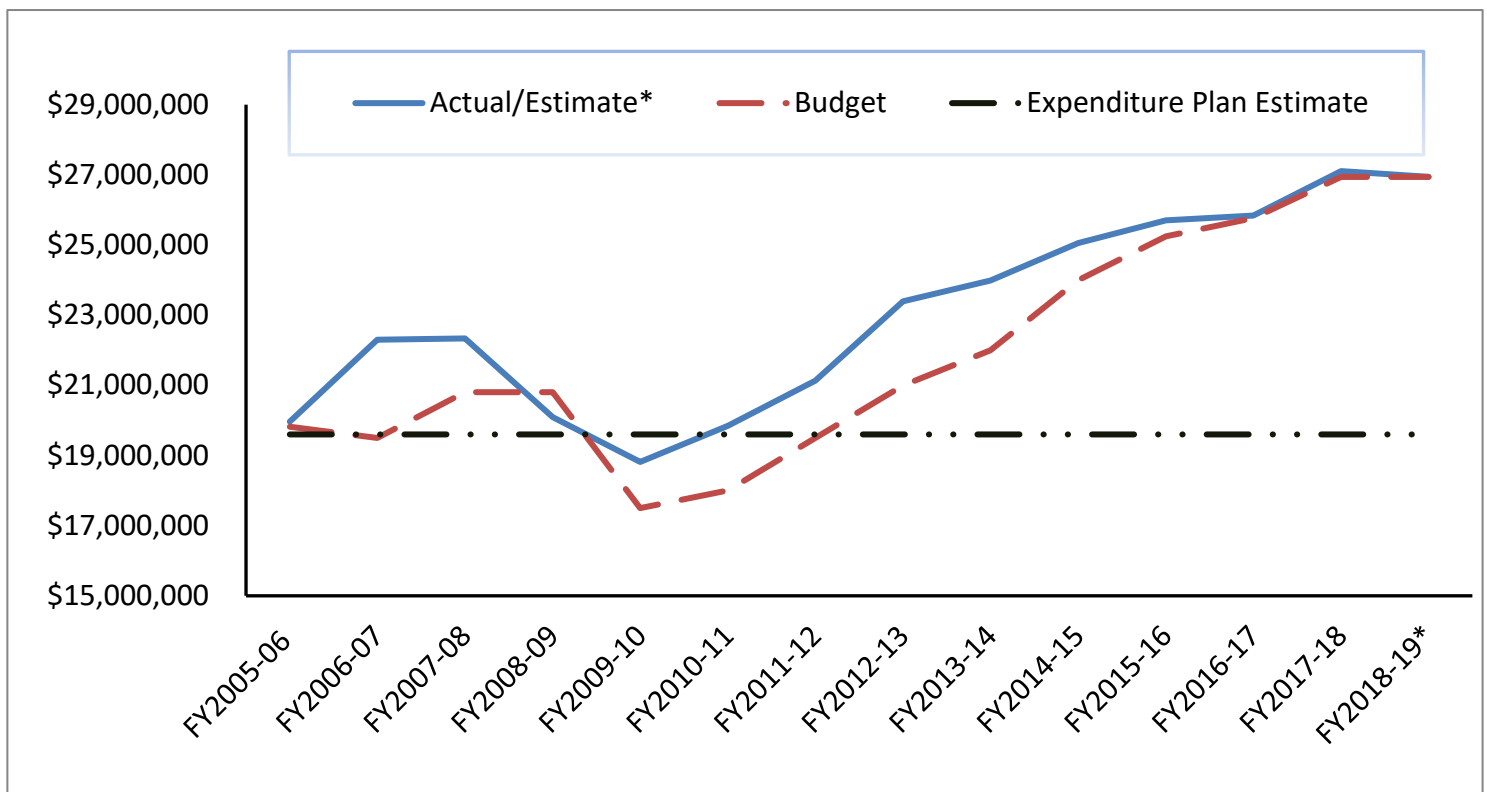
Budget Line	Interest	5% Reserve	1% Admin	4% Program	Strategy PM	S - 1.1 Local Bus	S - 1.2 Rural Bus	S - 1.3 Para.	S - 1.4 Cap. Imp.	S - 2 Gap Closure/Debt Reserve	S - 3.1 Major Roads	S - 3.2 Local Roads	S - 4.1 SR2S	S- 4.2 C. Guards	S - 4.3 Pathways	Total
<b>REVENUE</b>																
FY2018 Accrual Balance	#####	5,383,287	253,242	524,945	-	5,061,881	300,671	391,711	3,951,588	(993,266)	9,196,121	3,352,542	1,485,289	620,114	830,954	33,715,139
FY2019 Revenue	786,456	-	175,517	702,069	475,000	5,662,385	459,112	1,377,337	918,225	2,350,000	1,926,837	2,051,837	436,023	554,939	462,449	18,338,186
<b>EXPENSES</b>																
<b>ADMINISTRATION</b>																
Salaries & Benefits				804,647												804,647
Office Lease				208,152												208,152
Agencywide IT and Computer Equipment Upgrade				7,773												7,773
Equipment Purchase/Lease				6,860												6,860
Telephone/Internet/ Web Hosting Services				17,977												17,977
Office Supplies				15,896												15,896
Update/Improvement of TAM Website				7,747												7,747
Classification Study				-												-
Insurance				9,512												9,512
Financial Audit				12,000												12,000
Legal Services				4,557												4,557
Document/Video/Marketing Material Production				3,935												3,935
Memberships				5,696												5,696
Travel/Meetings/Conferences				10,235												10,235
Carshare Membership																-
Electric Bike Purchase/Lease				4,154												4,154
Professional Development				4,228												4,228
Human Resources/Payroll/Board Support				6,298												6,298
Information Technology Support				21,728												21,728
Annual Support & Upgrade of Financial System				8,623												8,623
Misc Expenses				3,818												3,818
<b>PROFESSIONAL SERVICES</b>																
Bellam Blvd 101 Off-ramp Improvements - Design										107,333						107,333
580/101 Direct Connector Project Support																-
Project Management Oversight			3,631													3,631
Financial Advisor/Sales Tax Audit Services																-
North-South Greenway Gap Closure / PS&E & Services	142,951															142,951
Public Outreach Service Support																-
Sales Tax Reauthorization Support				293,435												293,435
Consulting Pool				12,916												12,916
<b>MEASURE A SALES TAX PROGRAMS/PROJECTS</b>																
Measure A Compliance Audit				11,500												11,500
Bike/Ped Path Maintenance																-
GGT Ferry Shuttle Service Contribution through MT	85,000															85,000
Central Marin Ferry Connector - SMART Insurance Policy																-
Strategy 1 - Transit						4,987,151	495,000	779,874	309,642							6,571,668
Strategy 2 - Gap Closure / Debt Reserve																-
Strategy 3 - Streets & Roads											491,784	3,267,612				3,759,396
Strategy 4- Safe Routes													358,352	312,182	346,968	1,017,502
<b>INTERAGENCY AGREEMENTS</b>																
Funding Agreement with Larkspur For East SF Drake Improvement Project - Construction										7,507						7,507
County Lower Marin City Drainage Study Agreement						4,940										4,940
Novato Pedestrian Access to Transit and Crosswalk Improvement Project Agreement																-
FA with County of Marin for Bellam Boulevard Const and Const Mngt																-
San Rafael - Multi Pathway - 2nd Street to Rice Drive																-
Total Expenses	227,951	3,631	-	1,481,688	-	4,992,091	495,000	779,874	309,642	114,840	491,784	3,267,612	358,352	312,182	346,968	13,181,615
<b>BALANCE</b>	3,914,566	5,379,655	428,759	(254,674)	475,000	5,732,175	264,784	989,174	4,560,170	1,241,895	10,631,173	2,136,766	1,562,961	862,871	946,435	38,871,710

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

(Cash Disbursement from July to June)

		FY2018	FY2019	\$ Difference	% Difference
<b>Actuals</b>	<b>July</b>	1,715,700	2,399,312	683,612	39.84%
	<b>August</b>	2,287,600	2,005,277	(282,323)	-12.34%
	<b>September</b>	2,721,654	2,263,404	(458,250)	-16.84%
	<b>October</b>	1,755,200	2,914,689	1,159,489	66.06%
	<b>November</b>	2,340,200	2,593,145	252,945	10.81%
	<b>December</b>	2,830,710	2,492,363	(338,347)	-11.95%
	<b>January</b>	1,922,900	2,526,400	603,500	31.38%
	<b>February</b>	2,563,900	2,570,735	6,835	0.27%
	<b>March</b>	2,660,526	2,190,995	(469,531)	-17.65%
<b>Actual / Budget</b>	<b>April</b>	1,613,200			
	<b>May</b>	2,664,162			
	<b>June</b>	2,030,811			
	<b>July - March</b>	<u>20,798,389</u>	<u>21,956,319</u>	<u>1,157,930</u>	<u>5.57%</u>
	<b>Annual Disbursement</b>	<u>27,106,563</u>			
	<b>FY2019 Annual Budget</b>		<u>26,940,000</u>		

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



**Attachment 5: FY2018 and FY2019 Monthly Measure B VRF Disbursement Comparison**  
*(Cash Disbursement from July to June)*

		<b>FY2018</b>	<b>FY2019</b>	<b>\$ Difference</b>	<b>% Difference</b>
<b>Actual</b>	<b>July</b>	212,315	202,207	(10,108)	-4.76%
	<b>August</b>	211,733	206,595	(5,138)	-2.43%
	<b>September</b>	195,142	193,419	(1,723)	-0.88%
	<b>October</b>	216,932	212,902	(4,030)	-1.86%
	<b>November</b>	201,566	203,044	1,478	0.73%
	<b>December</b>	197,154	205,529	8,375	4.25%
	<b>January</b>	186,692	187,241	549	0.29%
	<b>February</b>	184,297	185,018	721	0.39%
	<b>March</b>	205,752	230,188	24,435	11.88%
<b>Actual / Budget</b>	<b>April</b>	198,059			
	<b>May</b>	201,097			
	<b>June</b>	190,994			
	<b>July - March</b>	<u>1,811,583</u>	<u>1,826,142</u>	<u>14,560</u>	<u>0.80%</u>
	<b>Annual Disbursement</b>	<u>2,401,733</u>			
	<b>FY2019 Annual Budget</b>		<u>2,400,000</u>		

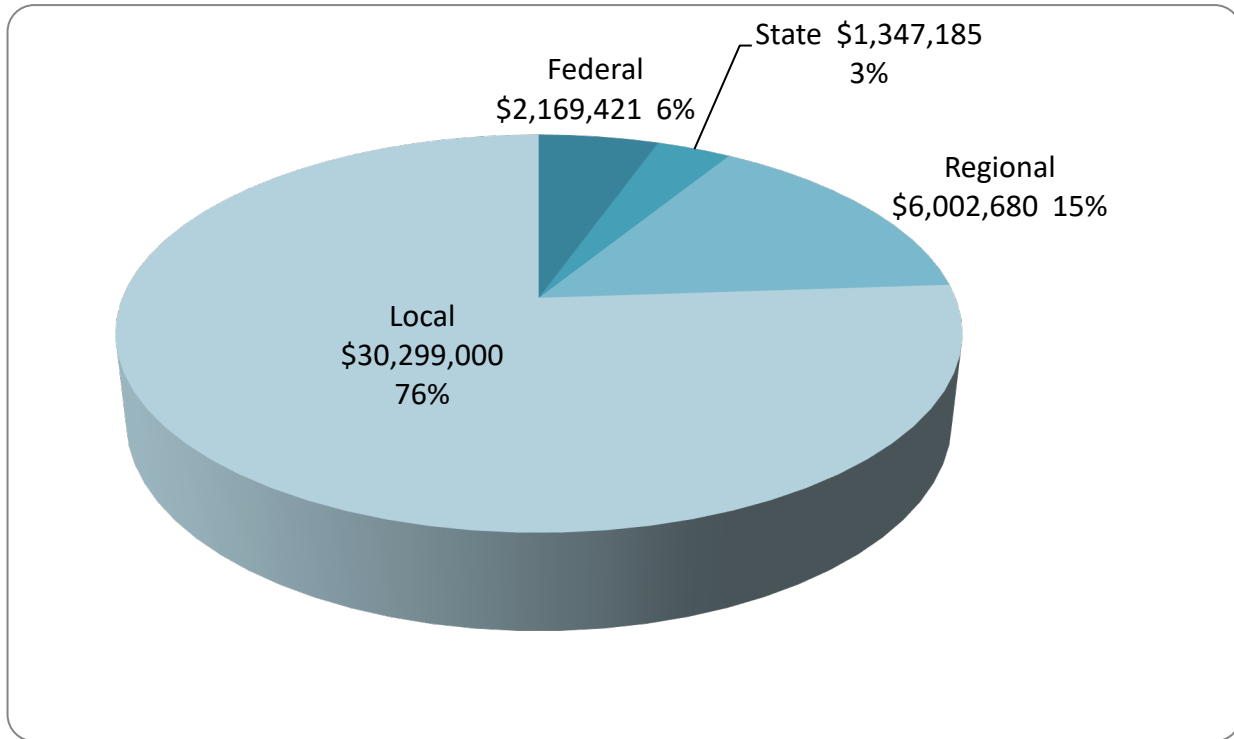
**Attachment 6: CalTRUST Investment Monthly Interest Income by Fund  
(July 2018 - March 2019)**

	Short Term	Medium Term	Liquidity*	Total
<b>Initial Principal Investment</b>	\$ 1,808,530	\$ 44,297,339	\$ -	\$ 46,105,869
<b>Prior Reinvested Interest Revenue</b>	\$ 57,854	\$ 1,814,073	\$ -	\$ 1,871,927
<b>FY2018-19 Monthly Interest Income</b>				
<i>July-18</i>	\$ 3,409	\$ 82,235		\$ 85,644
<i>August-18</i>	\$ 3,411	\$ 81,568		\$ 84,978
<i>September-18</i>	\$ 3,145	\$ 74,769		\$ 77,913
<i>October-18</i>	\$ 3,848	\$ 88,605		\$ 92,453
<i>November-18</i>	\$ 3,634	\$ 82,860		\$ 86,494
<i>December-18</i>	\$ 3,788	\$ 86,225		\$ 90,013
<i>January-19</i>	\$ 3,967	\$ 89,047	\$ 193	\$ 93,207
<i>February-19</i>	\$ 3,925	\$ 81,282	\$ 351	\$ 85,558
<i>March-19</i>	\$ 3,816	\$ 85,827	\$ 553	\$ 90,196
<i>April-19</i>				
<i>May-19</i>				
<i>June-19</i>				
<b>Total for the Third Quarter</b>	\$ 32,941	\$ 752,417	\$ 1,098	\$ 786,456
<b>Unrealized Gain/(Loss) - 3/31/2019</b>	\$ 1,908	\$ (283,634)	\$ -	\$ (281,727)
<b>Market Value - 3/31/2019</b>	\$ 1,901,233	\$ 46,580,195	\$ 1,098	\$ 48,482,526

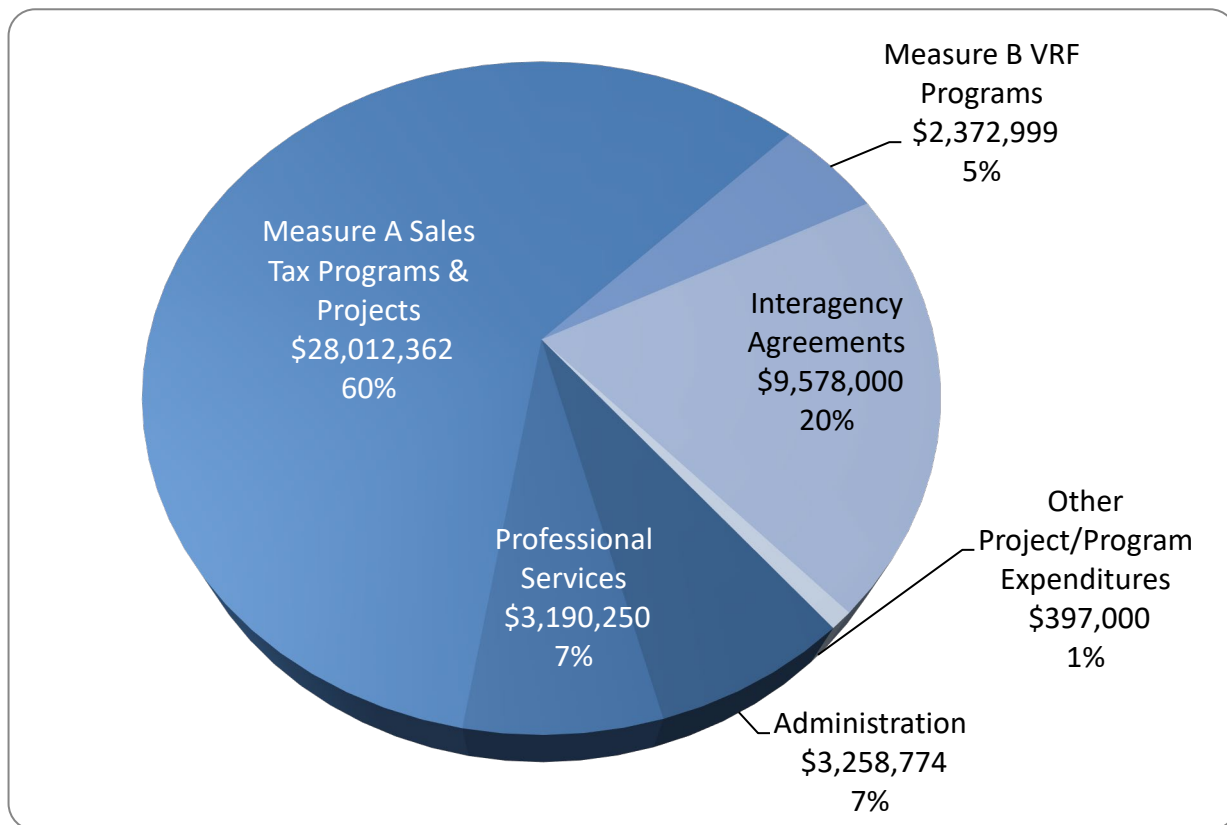
Note: Starting December 1, 2018, interests earned in the short-term and medium-term funds are reinvested in the liquidity fund for potential immediate agency cash needs with no principal risk.



**Attachment 7.1: FY2018-19 Budget Revenue Overview by Funding Source**



**Attachment 7.2: FY2018-19 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	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

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