

**ANNUAL BUDGET** 

**Transportation Authority of Marin** 

# Review of TAM Proposed FY2019-20 Annual Budget

**TAM Board** 

June 27, 2019



# Introduction of the New Budget Report



Redesigned new look of the budget report



Comprehensive report defining the revenues and expenditures for the year and the work plans for various functional areas



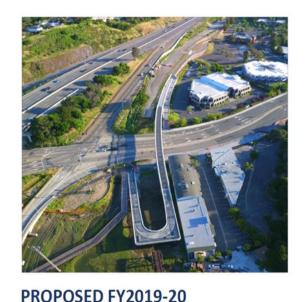
Improved transparency and readability



Input and comments welcome to further improve the document



# Item 12



ANNUAL BUDGET

Transportation Authority of Marin

# Components of the Proposed FY2019-20 Annual Budget

- Executive Director's Message
- TAM Budget General Overview
- FY2019-20 Annual Budget Process and Overview
- FY2019-20 Work Plans by Function
- Appendix

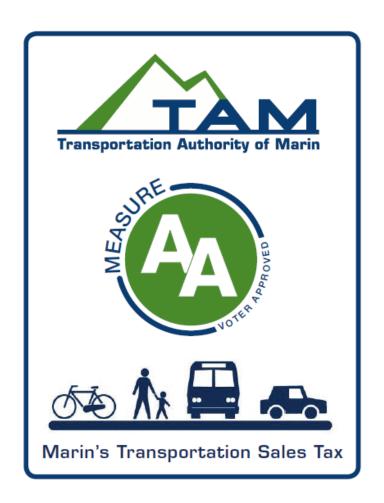
# Proposed FY2019-20 Annual Budget

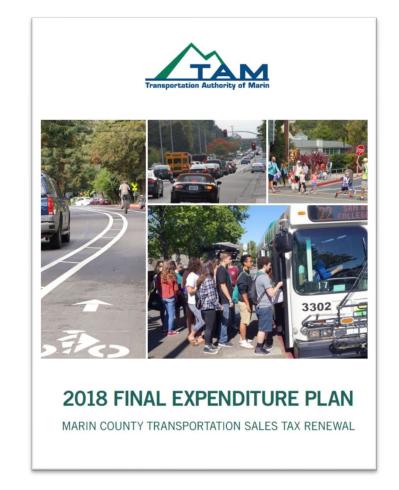
Executive Director's Message





# Measure AA Renewal - 76.7% Approval Rate







#### Marin-Sonoma Narrows

- TAM-SCTA San Antonio Creek Bridge project nearly complete, bike path to open in August
- Final Segment in Marin to be "shovel ready" in early 2020 -Measure AA completing design, permits
- Seeking additional funding, targeting completion in early 2022



# Richmond-San Rafael Bridge 3<sup>rd</sup> Lane

- ☐ Open in April 2018
- □ 2019 efforts to review potential shared use of upper deck for vehicles and multi-use path
  - ☐ Structural study
  - ☐ Traffic Study









# NB US-101 to EB I-580 Direct Connector

- Funding secured in RM3 and Measure AA
- TAM has interviewed firms to prepare Project Initiation Document (PID) and Project Approval/ Environmental Document (PA/ED)



tem 12

# North-South Greenway

- Environmental review complete
- Construction bids requested in late summer or fall
- First order of work is to widen the path over the Creek



# Safe Route to Schools

- Expanded education and outreach efforts including bilingual programs
- Increased infrastructure funding for Safe Pathways and small safety related projects around schools
- 58 schools in Marin
- 15,000 students travel green each day
- Increased Yellow School Bus service (Marin Transit)



**Crossing Guards** 

Funding Increased from4.2% to 7% in Measure AA

 97 Crossing Guards in Marin now funded by TAM

No Crossing Guard cuts



# GetSMART Lyft Incentive

FRE LYFT CREDIT

GET A RIDE TO AND FROM THE SMART TRAIN IN MINISTER

USE CODE: GETSMART17

USE CODE: GETSMART17

GOOD FOR UP TO SS OFF 40 LYFT LINE RIDES FER MONTH

GOOD FOR UP TO SS OFF 40 LYFT LINE RIDES FER MONTH

AND THE SMART TO SERVE THE SE

g+ ∰ **P** 

- \$5 off shared Lyft rides to/from SMART
- ADA service provided by Whistlestop
- Over 1300 rides provided each month

# for SMART train users



SMART train users are being offered discounted rideshare runs between work and the Civic Center station, above, the downtown San Rafael station, the Hamilton station in Novato and the San Marin station in Novato. (Alan Dep/Marin Independent Journal)

# Regional Bike Share Pilot

- \$826,000 MTC grant
- Partnership with SCTA
- Qualified firms interviewed in July
- Project launch targeted for Summer 2020





#### **Marin Commutes**



- Launched Marin Commutes website
- Promotes the variety and benefits of alternative transportation options
- Provides tools and incentive to help create mode shift

# Alt. Fuels Program

Eligibility and technical assistance expands

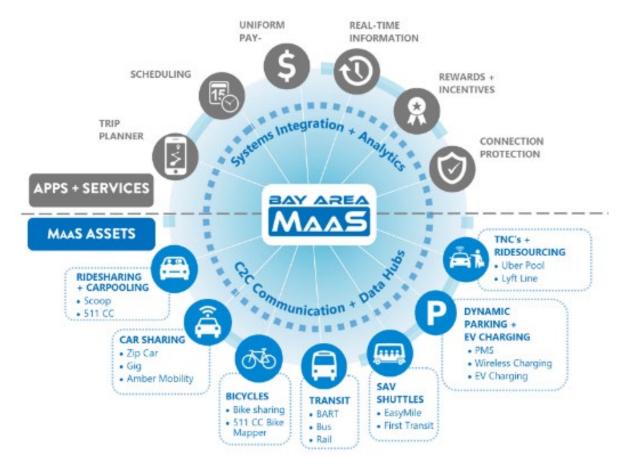
- EV charging infrastructure and fleet rebates rise
  - ✓ Over 140 charging heads and 9 fleet vehicles delivered and committed in 2018
- Public outreach tools and channels increase





# Mobility on Demand Innovation Grant

Federal innovation grant to include CCTA, 511, GoMentum Station, TAM, SFCTA and other partners to develop a Mobility on Demand platform in the Bay Area





tem 12

# Bus on Shoulder Feasibility Study



- Develop a conceptual design/operations
- Assess Ridership Benefits
- Develop Capital and Operations Costs
- Conduct Public Outreach
- Develop an Implementation Plan Partners
- Transit Operators, MTC, CHP, San Rafael & Novato, Caltrans



# Proposed FY2019-20 Annual Budget

Executive Director's Message





# Administration & Finance Function

Conduct a classification study to review current TAM positions

Continue to analyze the financial and payroll system and propose improvements to further increase work flow efficiency

Review current benefits and research options to help the agency maintain benefits while achieving cost savings

Monitor sales tax revenues and prepare for a potential recession

Conducting cash flow analyses of major capital projects and explore various financial tools to meet the cash flow of projects needs



#### Public Information and Outreach Function

#### Conduct

Conduct public outreach efforts for major capital improvement programs, including Marin-Sonoma Narrows, North-South Greenway, Bellam Blvd widening, and initiation of the 101 to 580 Direct Connector project

#### Manage

Manage outreach for key new initiatives, including Marin Commutes, the regional bikeshare pilot, the innovation program and interchange improvements

#### Partner

Partner with outreach efforts for key projects affecting Marin, such as the opening of the Multi-use Path on the Richmond-San Rafael Bridge, Major Roads progress and Ramp Metering

#### Support

Support all of TAM's functional areas with media, public involvement and stakeholder communication





#### Project Management and Delivery Function

#### Manage

Manage design completion for the Marin-Sonoma Narrows final segment in Marin and initiate construction

#### Manage

Manage project planning and environmental studies for the 101/580 Direct Connector Project

#### Partner

Partner with
Caltrans to
construct the
Northern Segment
of the North/South
Greenway Project
over Corte Madera
Creek, and manage
continuation of
Environmental
Document approval
of the Southern
Segment

#### Initiate

Initiate planning improvements to Highway 101 Interchanges (total 11)



### Project Management and Delivery Function

#### Monitor and Monitor Manage Manage Manage participate **Monitor Phase** Manage the Monitor and Manage the Safe Manage the **Bellam Boulevard Routes to Schools** Alternative One Ramp participate as a **Metering Project** widening project Fuel/Electric partner in programs, under GGBHTD's including crossing Vehicle Program, Construction planning for new including guards, Street **Bettini Transit** Smarts and development of Center education and plans and outreach programs to promote EV programs adoption amongst jurisdictions



Item 1

# Planning and Programs Function



Implement the Marin Commutes public outreach and mode shift campaigns



Coordinate with MTC/BATA and CCTA on TDM strategies for the Richmond-San Rafael Bridge Corridor, aka Richmond Bridge Forward



Develop the Marin and Sonoma County's Bikeshare Program



Coordinate the development of the long-range transportation forecasts for Year 2040



Coordinate and facilitate of Marin County's transportation interests in MTC/ABAG's Regional Transportation Plan/Sustainable Communities Strategy, Plan Bay Area 2050



Develop new Measure Programs for Sea Level Rise, Innovation and Commute Alternatives and Trip Reduction



# Programming and Legislation Function

0	
Manage	<ul> <li>Manage the fund allocation and programming process for Measure A, AA and B and present the required strategic plan updates</li> </ul>
Assist in	<ul> <li>Assist in delivery of federally funded projects from OBAG2 to assure no loss of funds</li> </ul>
Conduct	<ul> <li>Conduct Calls for Projects for TDA Article 3, TFCA, and Safe Pathways</li> </ul>
Develop	<ul> <li>Develop the Active Transportation Program applications with priority direction from the TAM Board</li> </ul>
Develop	<ul> <li>Develop RM3 competitive program applications, for example Safe Routes to Transit, with priority direction from the TAM Board.</li> </ul>
Conduct	Conduct various call for project fund cycles
Provide	Provide necessary assistance to Measure AA funding recipients during the first year of project/program implementation
Track	Track legislation affecting funding in Marin County and bring issues as necessary to the TAM Board

# Proposed FY2019-20 Annual Budget

#### TAM Budget General Overview

	FY2013-14	FY2014-15	FY2015-16	FY2016-17	FY2017-18	FY2018-19
	Actual	Actual	Actual	Actual	Actual	Final Budget
Revenues						
Measure A Sales Tax Revenue	24,086,678	25,265,790	25,702,937	25,755,762	27,507,852	26,940,000
Measure B VRF Revenue	2,347,339	2,333,642	2,376,492	2,399,640	2,386,486	2,400,000
Cities/Town & County Contribution	430,043	429,914	559,001	559,000	559,000	559,000
Interest Earnings	203,298	164,964	682,270	122,475	139,632	400,000
BAAQMD/TFCA	356,306	355,848	361,034	361,471	362,284	360,000
Federal	763,713	1,591,156	5,301,158	840,442	3,124,051	1,554,421
State	1,674,388	1,418,942	716,923	665,974	1,193,020	1,962,185
Regional	977,992	1,862,025	1,259,013	5,597,422	753,288	5,642,680
Other Revenue	22,927	-	338,130		337,770	
Total Revenues	30,862,684	33,422,281	37,296,958	36,302,186	36,363,383	39,818,286
Expenditures						
Administration	2,221,074	2,342,920	2,857,963	3,013,630	3,058,896	3,860,140
Professional Services	2,511,401	2,979,268	1,717,395	2,965,064	2,803,406	3,758,250
Measure A Sales Tax Projects/Programs	25,529,043	18,689,459	19,325,453	25,351,395	28,668,609	28,012,362
Measure B VRF Projects/Programs	3,285,753	1,547,808	1,290,574	3,632,620	1,556,536	2,372,999
Interagency Agreements	596,806	1,541,444	4,902,359	4,526,973	5,855,948	9,685,000
TFCA Programs/Projects	171,012	43,196	765,658	276,856	176,392	397,000
Total Expenditures	34,315,089	27,144,095	30,859,402	39,766,538	42,119,787	48,085,751
Net Change in Fund Balance	(3,452,405)	6,278,186	6,437,556	(3,464,352)	(5,756,404)	(8,267,465)
Ending Fund Balance	36,438,644	42,716,830	49,154,387	45,690,035	39,933,631	31,666,166

Transportation Authority of Marin

tem 12

# Item 12

## Proposed FY2019-20 Annual Budget

#### TAM Budget General Overview

Budget Adoption Policy and General Development Timeline No later than June Meeting

30-day public comment period and public hearing

From February to June each year

Budget Amendment Policies

Overall expenditure increase: Board approval

Among category transfer: less than 5% of the transfer-out category: Executive Director approval; more than 5% of the transfer-out category: Board approval

Transportation Authority of Marin

# Proposed FY2019-20 Annual Budget

#### Budget Development Process and Timeline

- February 5, 2019
  Staff Budget Kick-off Meeting
- February-March 2019
  Staff Budget Work at Project/Program Level
- March 2019
  Review and Acceptance of Measure AA/B Revenue Levels
- April-May 2019
  Staff Develop Draft Budget and Work Plans
- May 2019
  Review and Release of Draft Budget Report for Comments
  - June 2019
    Public Hearing and Adoption of Final Budget



# Unique Challenges of TAM's Budget Development



As the transportation planning, funding and project and program management agency for the whole County, TAM's budget is a complex suite of many important transportation projects and programs for the County



TAM's budget, revenues collected and expenditures spent, is dependent on TAM staff's work and work of many of the partner agencies



Extra challenging to have reliable information for the budget which may cause variances between what's budgeted and what actually happens

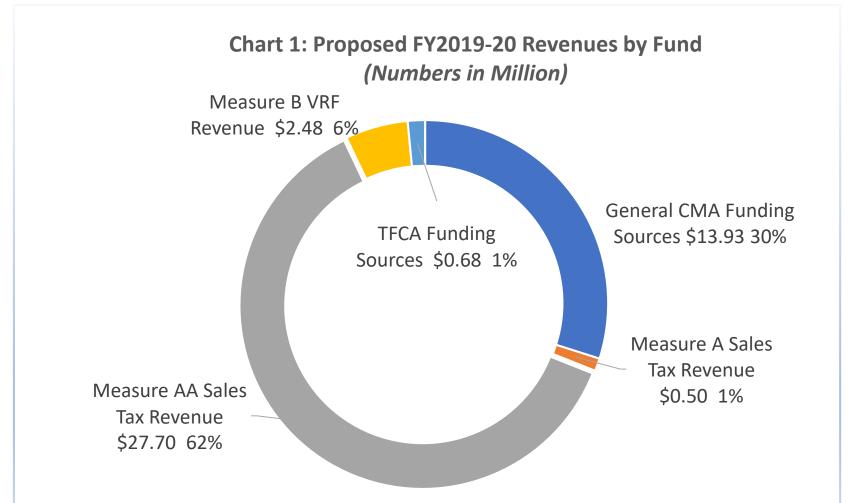


Ongoing effective communication with all partner agencies is key for obtaining accurate and updated information

# Item 12

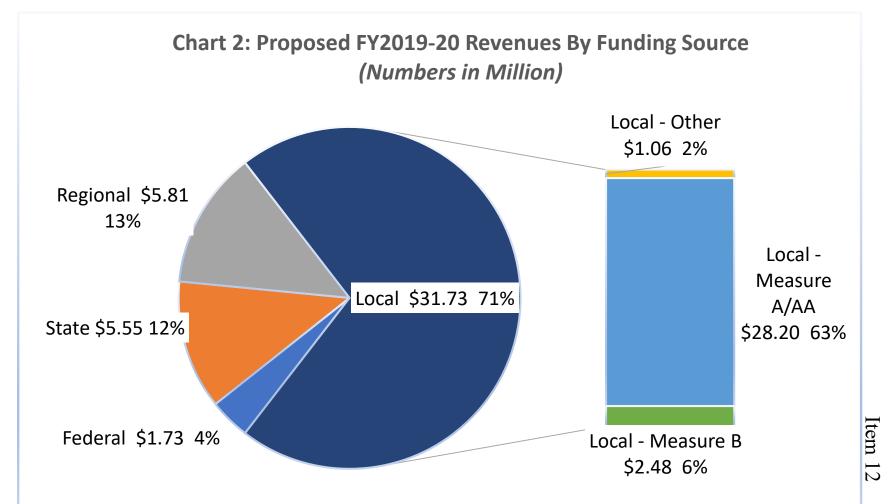
## FY2019-20 Budget Process and Overview

Proposed FY2019-20 Revenues - \$44.82 M



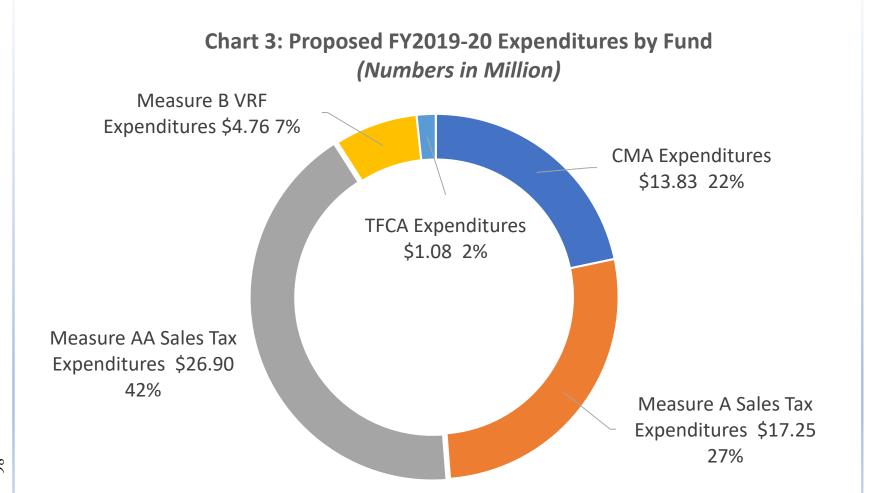


Proposed FY2019-20 Revenues - \$44.82 M





Proposed FY2019-20 Expenditures - \$63.90 M





Proposed Revenues vs. Expenditures





# tem 12

### FY2019-20 Budget Process and Overview

#### Proposed Expenditures - Administration

	FY2017-18	FY2018-19	FY2018-19	FY2019-20
	Actual	Final Budget	<b>Estimated Actual</b>	<b>Proposed Budget</b>
Salaries & Benefits	2,339,827	2,481,774	2,451,336	2,600,596
Pension and OPEB Section 115 Trust Pre-Funding	-	157,470	-	157,470
Office Lease	248,025	260,000	252,000	260,000
Agencywide IT and Computer Equipment Upgrade	39,129	10,000	8,500	10,000
Equipment Purchase/Lease	7,840	10,000	9,000	10,000
Telephone/Internet/ Web Hosting Services	20,803	25,000	25,000	25,000
Office Supplies	30,721	40,000	20,215	31,000
Updates and Technical Support for TAM Website	44,716	20,000	15,000	20,000
Classification Study	-	30,000	-	30,000
Insurance	5,878	12,000	9,512	11,000
Financial Audit	18,000	20,000	19,000	20,000
Legal Services	60,651	70,000	60,622	80,000
Document/Video/Markting Material Production	20,528	61,000	21,125	45,000
Memberships	18,044	25,000	20,330	25,000
Travel/Meetings/Conferences	33,314	42,500	23,285	40,000
Professional Development	1,187	6,000	5,228	8,000
Human Resources/Board Support	80,550	110,000	80,000	60,000
Information Technology Support	50,023	45,000	26,000	45,000
Annual Support & Upgrade of Financial System	14,216	15,000	8,623	10,000
Misc. Expenses	25,445	20,500	10,345	15,000
Expired Expenditure Line Items	-	398,896	398,050	-
Subtotal, Administration	3,058,898	3,860,140	3,463,171	3,503,066



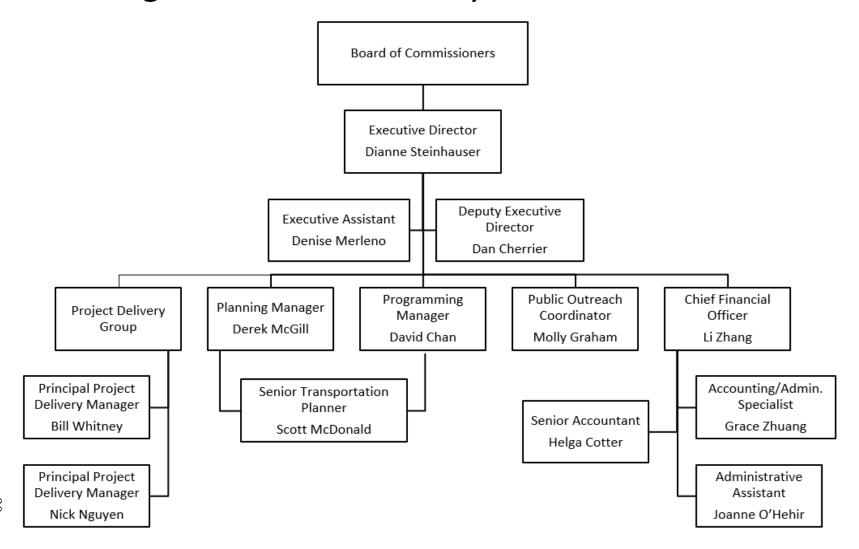
# tem 12

# FY2019-20 Budget Process and Overview

Proposed Expenditures - Administration



#### TAM Organization Chart - May 2019





em 12

#### Proposed Expenditures – Professional Services

	FY2017-18	FY2018-19	FY2018-19	FY2019-20
	Actual	Final Budget	<b>Estimated Actual</b>	<b>Proposed Budget</b>
Bellam Blvd 101 Off-ramp Improvements - Design & R/W	275,123	350,000	320,000	250,000
SFD Flyover Bike Path Barrier				100,000
CMP Update/Traffic Monitoring	56,389	60,000	50,000	60,000
Travel Model Maintenance & Update	92,020	250,000	180,000	80,000
Traffic Monitoring and Reporting	15,000	25,000	25,000	25,000
Project Management Oversight	379,889	488,000	240,000	400,000
MSN Phase 2 HOV Lane ROW/Utility Relocation & Design	180,927	1,100,000	2,020,000	1,100,000
MSN San Antonio Curve Correction Construction Support	85,175	150,000	135,000	40,000
HOV Gap Closure Mitigation - Brookdale /Maintenance	6,750	10,000	6,000	6,000
State Legislative Assistance	36,750	40,250	40,250	42,000
Financial Advisor/Sales Tax Audit Services	7,138	20,000	2,625	20,000
North-South Greenway Gap Closure / PS&E & CM Services	442,759	700,000	600,000	400,000
Public Outreach Service Support	39,174	45,000	30,000	45,000
Street Smart Program Implementation	13,500	35,000	16,000	19,000
CMFC Onsite Re-Vegetation Mitigation Monitoring and				
Reporting	3,603	10,000	2,000	2,500
Bus On Shoulder Feasibility Study				100,000
Consulting Pool	103,729	70,000	45,000	70,000
Expired Expenditure Line Items	1,078,636	405,000	319,809	-
Subtotal, Professional Services	2,816,560	3,758,250	4,031,684	<i>2,759,500</i> °



Proposed Expenditures - Professional Services



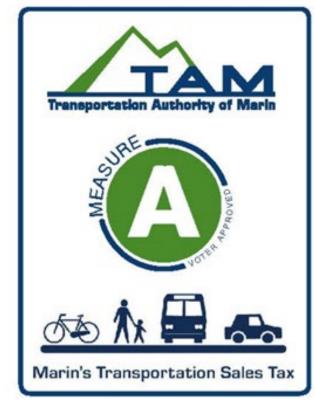


Proposed Expenditures – Measure A

	FY2017-18	FY2018-19	FY2018-19	FY2019-20
	Actual	Final Budget	<b>Estimated Actual</b>	<b>Proposed Budget</b>
Measure A Compliance Audit	10,500	20,000	11,500	20,000
Bike/Ped Path Maintenance	48,796	166,000	60,000	100,000
Central Marin Ferry Connector - SMART Insurance Policy	14,349	25,000	15,000	10,000
Strategy 1 - Transit	16,708,511	18,061,751	14,035,400	5,284,100
Strategy 1.1 - Local Bus Transit Service	9,960,852	10,400,000	9,860,000	2,015,600
Strategy 1.2 - Rural Bus Transit System	1,139,691	990,000	990,000	-
Strategy 1.3 - Special Needs Transit Services	2,154,534	2,721,751	2,535,400	-
Strategy 1.4 - Bus Transit Facilities	3,453,434	3,950,000	650,000	3,268,500
Strategy 2 - Hwy 101 Gap Closure	1,211,798	400,000	100,000	300,000
STP/HIP Swap Project	1,211,798	400,000	100,000	300,000
Strategy 3 - Local Transportation Infrastructure	7,561,452	5,551,611	4,301,611	6,243,544
Strategy 3.1 - Major Roads	4,260,337	2,250,000	1,000,000	3,800,000
Strategy 3.2 - Local Roads	3,301,115	3,301,611	3,301,611	2,443,544
Strategy 4 - Safer Access to Schools.	3,028,050	3,703,000	3,163,000	2,151,000
Strategy 4.1 - Safe Routes to Schools	711,337	823,000	823,000	550,000
Strategy 4.2 - Crossing Guards	1,366,924	1,530,000	1,240,000	350,000
Strategy 4.3 - Safe Pathways To School				
Safe Pathways Plan Development	203,144	100,000	100,000	-
Safe Pathway Capital Projects	746,645	1,250,000	1,000,000	1,251,0 <del>00</del>
Expired Expenditure Line Items	85,000	85,000	85,000	em
Subtotal, Measure A Programs/Projects	28,668,456	28,012,362	21,771,511	14,108,644



- Revenue collection of Measure A stopped as of March 31, 2019
- Continuation of work under Measure A for projects/programs that still have funding balances
- Measure A fund will not be fully closed until all funds are spent, maybe 3-5 years out for Strategy 3.1 Major Roads
- Main budget lines are dependent on the delivery of work and reimbursement request schedule of other agencies and tend to have large variances between budgeted and actuals







# tem 12

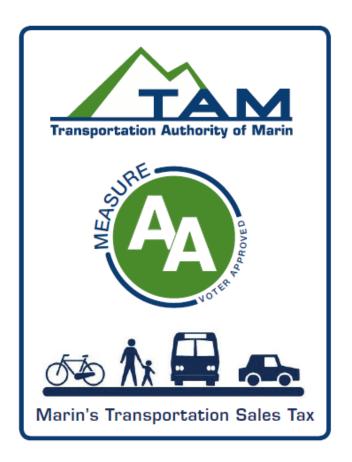
# FY2019-20 Budget Process and Overview

#### Proposed Expenditures – Measure AA

	FY2017-18	FY2018-19	FY2018-19	FY2019-20
	Actual	Final Budget	<b>Estimated Actual</b>	<b>Proposed Budget</b>
Category 1: Reduce Congestion	_			4,600,000
Category 1.1 - Completion of Marin-Sonoma Narrows				-
MSN Phase 2 HOV Lane ROW/Utility Relocation & Design				2,800,000
Category 1.2 - Match for Completion of 101/580 Direct				
Connector				-
580/101 Direct Connector Project PID & PAED				1,400,000
Category 1.3 - Enhance Interchanges				350,000
Category 1.4 - Traffic Demand Management				50,000
Category 2: Local Transportation Infrastructure	_			2,190,425
Category 2.1 - Local Roads				1,349,425
Category 2.2 - Safe Pathways				650,000
Category 2.3 - Sea Level Rise				50,000
Category 2.4 - Innovative Technology				141,000
Category 3: Safer Access to Schools				1,740,000
Category 3.1 - Safe Routes to Schools				400,000
Category 3.2 - Crossing Guards				1,340,000
Category 3.3 - Safe Pathway Capital Projects				-
Category 4: Transit				13,598,186
Category 4.1 - Local Bus Transit Service				7,584,400
Category 4.2 - Rural Bus Transit Service				948,639
Category 4.3 - Special Needs Transit Service				2,809,000
Category 4.4 - School Transit Service				1,120,000
Category 4.5 - Bus Transit Facilities				1,024,147
Category 4.6 - Expand Access to Transit				112,000
Subtotal, Measure AA Programs/Projects				22,128,611



# FY2019-20 Budget Process and Overview Proposed Expenditures – Measure AA



- Revenue collection of Measure AA started on April 1, 2019
- Delivery of voter approved projects/programs starting on July 1, 2019
- Detailed information about new programs, such as Sea Level Rise, Innovative Technology, will be available at the June Board Meeting as part of the final FY2019-20 work plan presentation and adoption or throughout the year as projects/programs are developed



#### Proposed Expenditures – Measure B

	FY2017-18 Actual	FY2018-19 Final Budget	FY2018-19 Estimated Actual	FY2019-20 Proposed Budget
Element 1 - Maintain Local Streets & Pathways	72,050	114,000	75,000	2,528,821
Element 1.1 - Local Streets	-	-	-	2,414,821
Element 1.2 - Bike/Ped Pathways	<i>72,050</i>	114,000	75,000	114,000
Element 2 - Seniors & Disabled Mobility	957,016	1,120,000	950,000	1,245,000
Element 2.1 - Mobility Management Programs	159,019	140,000	50,000	140,000
Element 2.2 - Paratransit & Low-Income Scholarships	206,259	235,000	200,000	235,000
Element 2.3 - Paratransit Plus	<i>476,065</i>	600,000	600,000	700,000
Element 2.4 - Volunteer Drive & Gap Grant	115,673	145,000	100,000	170,000
Element 3 - Reduce Congestion & Pollution	527,472	1,138,999	1,138,999	870,000
Element 3.1 - Safe Routes to School/Street Smart Program	286,326	345,000	345,000	175,000
Element 3.2 - Commute Alternative Programs	180,724	358,999	358,999	350,000
Element 3.3 - Alternative Fuel Vehicle Program	60,423	435,000	435,000	345,000
Subtotal, Measure B Programs	1,556,538	2,372,999	2,163,999	4,643,821



tem 12

#### Proposed Expenditures – Measure B



- More than \$2 million spending level increase compared to the year before due to the release of Element 1.1, Local Streets funds, which is distributed every three years
- Updated FY2019-20 numbers for Element 2 based on final allocation request from Marin Transit
- O Updated FY2018-19 estimated actuals based on input from Marin Transit
- Detailed information about each element will be available at the June Board Meeting as part of the final FY2019-20 work plan presentation and adoption or throughout the year as projects/programs are developed

tem 12



# [tem 12

## FY2019-20 Budget Process and Overview

#### Proposed Expenditures – Interagency Agreements

	FY2017-18	FY2018-19	FY2018-19	FY2019-20
	Actual	Final Budget	Estimated Actual	<b>Proposed Budget</b>
North-South Greenway (Southern Segment)- County Project				
Management	207,418	250,000	100,000	150,000
North-South Greenway (Northern Segment) Cooperative				
Agreement with Caltrans for Construction	-	2,000,000	-	5,000,000
HOV Gap Closure Offsite Landscaping Mitigation Funding				
Agreement - Caltrans	-	400,000	-	400,000
Funding Agreement with County of Marin for Bellam				
Boulevard Construction and Construction Management	-	1,800,000	44,000	3,955,000
County Lower Marin City Drainage Study Agreement	29,388	50,000	50,000	45,000
Novato Pedestrian Access to Transit and Crosswalk				
Improvement Project Agreement	-	151,000	-	318,000
Marin Transit Bus Facility Lease or Purchase Fund				
Contribution				1,100,000
Sausalito - Gate 6 Bridgeway Intersection Improvements	83,536	47,000	-	73,000
Corte Madera - Tamal Vista Blvd Bike/Ped Improvements		526,000	-	526,000
San Anselmo-Hub Reconfiguration Phase I Study	-	309,000	-	309,000
Marin County/Caltrans Planning Grant Match Manzanita &				
Southern Marin Flooding	-	21,000	-	24,000
San Rafael - Canal Neighborhood CBTP		20,000	20,000	55,000
Caltrans - MSN Phase 2 HOV Lanes ROW and Construction				
Support				3,750,000
Expired Expenditure Line Items	5,522,606	4,111,000	3,840,272	-
Subtotal, Interagency Agreements	5,842,948	9,685,000	4,054,272	15,705,000



#### Proposed Expenditures – Interagency Agreement

- Highest spending level for the Interagency Agreement Category since the inception of TAM with construction and related support expected for several major projects, including Northern Segment of North/South Greenway/Caltrans; Bellam Blvd/County of Marin; MSN Phase 2 HOV Lane/Caltrans
- More significant variances between budgeted and actual numbers for this Category due to project schedule change, spending and reimbursement schedule
  - More details for major agreements will be available at the June Board Meeting as part of the final FY2019-20 work plan presentation and adoption or throughout the year as projects/programs are developed



#### Proposed Expenditures - TFCA

	FY2017-18	FY2018-19	FY2018-19	FY2019-20
	Actual	Final Budget	<b>Estimated Actual</b>	Proposed Budget
North/South Greenway Construction				283,637
TFCA - Reimbursement of Various Capital Projects	176,392	397,000	-	768,000
Subtotal, TFCA Programs/Projects	176,392	397,000	-	1,051,637





#### **Actions Needed**



102





Proposed FY2019-20 Annual Budget

