



**DATE:** January 23, 2020

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

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

**SUBJECT:** Review and Acceptance of the FY2019-20 Second Quarter Financial Report (Action),  
Agenda Item No. 7b

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## **RECOMMENDATION**

The TAM Board reviews and accepts the FY2019-20 Second Quarter Financial Report.

## **BACKGROUND**

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

## **DISCUSSION/ANALYSIS**

### Revenue Highlights:

As of December 31, 2019, the total 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 to December 2019 was \$14.63 million, which is 0.26% less than the total disbursements for the same period of FY2018-19.

As of December 31, 2019, TAM has also received a total of \$1.22 million in Measure B \$10 vehicle registration fee cash disbursements from the Department of Motor Vehicles (DMV) for the six-month period from July to December 2019, which is about .41% less than the same period last year.

As of December 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 critical planning efforts.

TAM received \$541,547 in interest revenue from all its investments in CalTRUST and its money market account with Bank of Marin through the second quarter of FY2019-20.

### Expenditure Highlights:

Total expenditures through the second quarter of the year is about \$12.16 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 previously approved budget amendments are included in the FY2019-20 Second Quarter Financial Report:

- Increase the “Category 3.3 – Safe Pathways Capital Projects” budget line by \$200,000, from none to \$200,000. This increase is based on the programming of funds for Small Projects under the Measure AA Fourth Cycle Safe Pathways to Schools Call for Projects to accommodate the reimbursement requests that are expected during the current fiscal year. The bulk of the reimbursement requests are expected in FY2021-22 and FY2022-23. This budget amendment was approved by the TAM Board at its October 24, 2019 meeting.
- Increase the “Bellam Blvd 101 Off-ramp Improvements – Design & R/W” budget line by \$170,000, from \$250,000 to \$420,000, to cover the additional design work and the right-of-way costs so the project can be shovel ready. Funds from the Measure AA Major Roads Set-Aside will be used for this effort. The amount was approved by the TAM Board at its November 21, 2019 meeting, as part of the actions associated with the access improvements for the approaches to the Richmond-San Rafael Bridge.
- Increase the “Sir Francis Drake Flyover Bike Path Barrier” budget line by \$80,000, from \$100,000 to \$180,000, to cover the consultant support needed to finalize the Class IV Bikeway construction documents. Funds from the Measure AA Major Roads Set-Aside will be used for this effort. The amount was approved by the TAM Board at its November 21, 2019 meeting, as part of the actions associated with the access improvements for the approaches to the Richmond-San Rafael Bridge.
- Add the “BATA – Class IV Bikeway on the I-580 Sir Francis Drake Blvd Off-Ramp” budget line for \$1.30 million, for an interagency agreement with BATA to provide construction oversight and administration during construction of the bikeway. Funds from the Measure AA Major Roads Set-Aside will be used for this effort. The amount was approved by the TAM Board at its November 21, 2019 meeting as part of the actions associated with the access improvements for the approaches to the Richmond-San Rafael Bridge.

Investment with CalTRUST:

Attachment 7 of the staff report provides a detailed investment report for each of the CalTRUST funds TAM invests in. As of December 31, 2019, interest earning from all funds totaled \$531,075, with unrealized gain of \$138,174.

**FISCAL CONSIDERATION**

None

**NEXT STEPS**

Third Quarter Financial Report for FY2019-20 will be provided for review in April 2020.

**ATTACHMENTS**

Attachment 1 FY2019-20 Budget to Actual Comparison as of 12/31/2019

- Attachment 2 Summary of FY2019-20 Budget Amendments as of 12/31/2019
- Attachment 3 FY2019-20 Revenue and Expenditure Report as of 12/31/2019– Measure A Sales Tax Detail
- Attachment 4 FY2019-20 Revenue and Expenditure Report as of 12/31/2019 – Measure AA Sales Tax Detail
- Attachment 5 5.1: Monthly Measure A/AA Sales Tax Disbursement Comparison  
5.2: Annual Measure A/AA Sales Tax Actual Vs. Budget Comparison
- Attachment 6 FY2019 and FY2020 Monthly Measure B VRF Disbursement Comparison
- Attachment 7 CalTRUST Investment Monthly Interest Income by Fund
- Attachment 8 8.1: FY2019-20 Budget Revenue Overview by Funding Source  
8.2: FY2019-20 Budget Expenditure Overview by Category
- Attachment 9 Transportation Acronyms

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### Attachment I: FY2019-20 Budget to Actual Comparison as of 12/31/19

Budget Line Items	Annual Budget	Actual 12/31/19	\$ Difference	Actual as % of Budget
Measure A/AA Sales Tax Revenue	27,500,000	14,630,672	(12,869,328)	53.20%
Measure B VRF Revenue	2,400,000	1,218,657	(1,181,343)	50.78%
Cities/Towns and County Contribution	559,000	558,999	(1)	100.00%
Interest Revenue - Note 1	910,000	541,546	(368,454)	59.51%
MTC STP/CMAQ Planning Fund and OBAG Grants	1,039,487	132,218	(907,269)	12.72%
MTC Regional Measure 2 Fund	5,528,889	-	(5,528,889)	0.00%
Marin Transportation For Clean Air Funding	363,000	-	(363,000)	0.00%
Regional TFCA Competitive Grant	283,637	-	(283,637)	0.00%
State STIP PPM Fund	160,813	27,685	(133,128)	17.22%
STIP/RTIP/ITIP Funds/SB1 Local Partnership	948,500	-	(948,500)	0.00%
Nonmotorized Transportation Pilot Program Fund	19,000	-	(19,000)	0.00%
MTC Climate Initiatives Program Grant	72,091	20,349	(51,742)	28.23%
Federal STIP Fund	600,000	-	(600,000)	0.00%
Caltrans Bus On Shoulder Grant	88,000	-	(88,000)	0.00%
Realized Highway 101 ROW Excess Fund	4,349,000	-	(4,349,000)	0.00%
<b>Total Revenue Available</b>	<b>44,821,417</b>	<b>17,130,127</b>	<b>(27,691,290)</b>	<b>38.22%</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Salaries & Benefits	2,600,596	1,376,048	1,224,548	52.91%
Pension and OPEB Section 115 Trust Pre-Funding	157,470	-	157,470	0.00%
Office Lease	260,000	149,860	110,140	57.64%
Agencywide IT and Computer Equipment Upgrade	10,000	2,651	7,349	26.51%
Equipment Purchase/Lease	10,000	3,554	6,446	35.54%
Telephone/Internet/ Web Hosting Services	25,000	13,916	11,084	55.66%
Office Supplies	31,000	12,245	18,755	39.50%
Updates and Technical Support for TAM Website	20,000	2,368	17,632	11.84%
Classification Study	30,000	-	30,000	0.00%
Insurance	11,000	10,496	504	95.42%
Financial Audit	20,000	-	20,000	0.00%
Legal Services	80,000	12,781	67,219	15.98%
Document/Video/Marketing Material Production	45,000	15,109	29,891	33.58%
Memberships	25,000	17,271	7,729	69.09%
Travel/Meetings/Conferences	40,000	16,347	23,653	40.87%
Professional Development	8,000	576	7,424	7.20%
Human Resources/Board Support	60,000	6,114	53,886	10.19%
Information Technology Support	45,000	19,808	25,193	44.02%
Annual Support & Upgrade of Financial System	10,000	-	10,000	0.00%
Misc. Expenses	15,000	9,648	5,352	64.32%
<b>Subtotal, Administration</b>	<b>3,503,066</b>	<b>1,668,791</b>	<b>1,834,275</b>	<b>47.64%</b>
<b>Professional Services</b>				
Bellam Blvd 101 Off-ramp Improvements - Design & R/W	250,000	119,529	130,471	47.81%

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### Attachment I: FY2019-20 Budget to Actual Comparison as of 12/31/19

Budget Line Items	Annual Budget	Actual 12/31/19	\$ Difference	Actual as % of Budget
SFD Flyover Bike Path Barrier	100,000	-	100,000	0.00%
CMP Update/Traffic Monitoring	60,000	30,671	29,329	51.12%
Traffic Model Maintenance & Update	80,000	29,315	50,685	36.64%
Trip Monitoring and Reporting	25,000	-	25,000	0.00%
Project Management Oversight	400,000	46,298	353,702	11.57%
MSN B7/B8 Phase 2 ROW Utility	1,100,000	551,105	548,895	50.10%
MSN San Antonio Curve Correction Construction Support	40,000	14,491	25,509	36.23%
HOV Gap Closure Mitigation - Brookdale /Maintenance	6,000	3,000	3,000	50.00%
State Legislative Assistance	42,000	17,500	24,500	41.67%
Financial Advisor/Sales Tax Audit Services	40,000	35,226	4,774	88.06%
North-South Greenway Gap Closure / PS&E & CM Services	400,000	13,929	386,071	3.48%
Public Outreach Service Support	45,000	-	45,000	0.00%
Street Smart Program Implementation	19,000	9,400	9,600	49.47%
CMFC Onsite Re-Vegetation Mitigation Monitoring and Reporting	2,500	3,388	(888)	135.53%
Bus On Shoulder Feasibility Study	100,000	-	100,000	0.00%
Consulting Pool	70,000	-	70,000	0.00%
<b>Subtotal, Professional Services</b>	<b>2,779,500</b>	<b>873,851</b>	<b>1,905,649</b>	<b>31.44%</b>
<b>Measure A Sales Tax Programs/Projects</b>				
Measure A Compliance Audit	20,000	-	20,000	0.00%
Bike/Ped Path Maintenance	100,000	-	100,000	0.00%
Central Marin Ferry Connector - SMART Insurance Policy	10,000	-	10,000	0.00%
<u>Strategy 1 - Transit</u>	<u>5,284,100</u>	<u>1,924,935</u>	<u>3,359,165</u>	<u>36.43%</u>
<i>Substrategy 1.1 - Local Bus Transit Service</i>	<i>2,015,600</i>	<i>1,699,572</i>	<i>316,028</i>	<i>84.32%</i>
<i>Substrategy 1.2 - Rural Bus Transit System</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0.00%</i>
<i>Substrategy 1.3 - Special Needs Transit Services</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0.00%</i>
<i>Substrategy 1.4 - Bus Transit Facilities</i>	<i>3,268,500</i>	<i>225,363</i>	<i>3,043,137</i>	<i>6.89%</i>
<u>Strategy 2 - Hwy 101 Gap Closure</u>	<u>300,000</u>	<u>-</u>	<u>300,000</u>	<u>0.00%</u>
<i>STP/HIP Swap Project</i>	<i>300,000</i>	<i>-</i>	<i>300,000</i>	<i>0.00%</i>
<u>Strategy 3 - Local Transportation Infrastructure</u>	<u>6,243,544</u>	<u>1,857,537</u>	<u>4,386,007</u>	<u>29.75%</u>
<i>Substrategy 3.1 - Major Roads</i>	<i>3,800,000</i>	<i>172,107</i>	<i>3,627,893</i>	<i>4.53%</i>
<i>Substrategy 3.2 - Local Roads</i>	<i>2,443,544</i>	<i>1,685,430</i>	<i>758,114</i>	<i>68.97%</i>
<u>Strategy 4 - Safer Access to Schools.</u>	<u>2,151,000</u>	<u>639,050</u>	<u>1,511,950</u>	<u>29.71%</u>
<i>Substrategy 4.1 - Safe Routes to Schools</i>	<i>550,000</i>	<i>353,708</i>	<i>196,292</i>	<i>64.31%</i>
<i>Substrategy 4.2 - Crossing Guards</i>	<i>350,000</i>	<i>285,343</i>	<i>64,657</i>	<i>81.53%</i>
<i>Substrategy 4.3 - Safe Pathways to School</i>				
<i>Safe Pathways Plan Development</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0.00%</i>
<i>Safe Pathway Capital Projects</i>	<i>1,251,000</i>	<i>-</i>	<i>1,251,000</i>	<i>0.00%</i>
<b>Subtotal, Measure A Programs</b>	<b>14,108,644</b>	<b>4,421,522</b>	<b>9,687,122</b>	<b>31.34%</b>

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Attachment I: FY2019-20 Budget to Actual Comparison as of 12/31/19

Budget Line Items	Annual Budget	Actual 12/31/19	\$ Difference	Actual as % of Budget
<b>Measure B VRF Programs</b>				
<u>Element 1 - Maintain Local Streets &amp; Pathways</u>	2,528,821	1,665,619	863,202	65.87%
<i>Element 1.1 - Local Streets</i>	2,414,821	1,665,619	749,202	
<i>Element 1.2 - Bike/Ped Pathways</i>	114,000	-	114,000	0.00%
<u>Element 2 - Seniors &amp; Disabled Mobility</u>	1,245,000	210,472	1,034,528	16.91%
<i>Element 2.1 - Mobility Management Programs</i>	140,000	16,225	123,775	11.59%
<i>Element 2.2 - Paratransit &amp; Low Income Scholarships</i>	235,000	68,484	166,516	29.14%
<i>Element 2.3 - Paratransit Plus</i>	700,000	97,265	602,735	13.90%
<i>Element 2.4 - Volunteer Drive &amp; Gap Grant</i>	170,000	28,498	141,502	16.76%
<u>Element 3 - Reduce Congestion &amp; Pollution</u>	870,000	173,302	696,698	19.92%
<i>Element 3.1 - Safe Routes to School/ Street Smart Program</i>	175,000	54,150	120,850	30.94%
<i>Element 3.2 - Commute Alternative Programs</i>	350,000	82,816	267,184	23.66%
<i>Element 3.3 - Alternative Fuel Vehicle Program</i>	345,000	36,336	308,664	10.53%
<b>Subtotal, Measure B Programs</b>	<b>4,643,821</b>	<b>2,049,394</b>	<b>2,594,427</b>	<b>44.13%</b>
<b>Measure AA Sales Tax Programs/Projects</b>				
<u>Category 1 - Reduce Congestion</u>	4,600,000	55,506	4,544,494	1.21%
<i>Category 1.1 - Completion of Marin-Sonoma Narrows</i>				
<i>MSN Phase 2 HOV Lane ROW/Utility Relocation &amp; Design</i>	2,800,000	-	2,800,000	0.00%
<i>Category 1.2 - Match for Completion of 101/580 Direct Connector</i>				
<i>580/101 Direct Connector Project PID &amp; PAED</i>	1,400,000	55,506	1,344,494	3.96%
<i>Category 1.3 - Enhance Interchanges</i>	350,000	-	350,000	0.00%
<i>Category 1.4 - Traffic Demand Management</i>	50,000	-	50,000	0.00%
<u>Category 2 - Local Transportation Infrastructure</u>	2,190,425	930,765	1,259,660	42.49%
<i>Category 2.1 - Local Roads</i>	1,349,425	930,765	418,660	68.97%
<i>Category 2.2 Safe Pathways</i>	650,000	-	650,000	0.00%
<i>Category 2.3 - Sea Level Rise</i>	50,000	-	50,000	0.00%
<i>Category 2.4 Innovative Technology</i>	141,000	-	141,000	0.00%
<u>Category 3 - Safer Access to Schools.</u>	1,740,000	159,100	1,580,900	9.14%
<i>Category 3.1 - Safe Routes to Schools</i>	400,000	-	400,000	0.00%
<i>Category 3.2 - Crossing Guards</i>	1,340,000	159,100	1,180,900	
<i>Category 3.3 - Safe Pathways Capital Projects</i>	-	-	-	
<u>Category 4 - Transit</u>	13,627,856	1,950,092	11,677,764	14.31%
<i>Category 4.1 - Local Bus Transit Service</i>	7,584,400	918,440	6,665,960	12.11%
<i>Category 4.2 - Rural Bus Transit System</i>	948,639	456,901	491,738	48.16%
<i>Category 4.3 - Special Needs Transit Services</i>	2,809,000	309,568	2,499,432	11.02%
<i>Category 4.4 - School Transit Service</i>	1,120,000	265,185	854,815	23.68%
<i>Category 4.5 - Bus Transit Facilities</i>	1,024,147	-	1,024,147	0.00%
<i>Category 4.6 - Expand Access to Transit</i>	141,670	-	141,670	0.00%
<b>Subtotal, Measure AA Programs</b>	<b>22,158,281</b>	<b>3,095,463</b>	<b>19,062,818</b>	<b>13.97%</b>

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### Attachment I: FY2019-20 Budget to Actual Comparison as of 12/31/19

Budget Line Items	Annual Budget	Actual 12/31/19	\$ Difference	Actual as % of Budget
<b>Interagency Agreements</b>				
North-South Greenway (Southern Segment)- County Project Management	150,000	-	150,000	0.00%
North-South Greenway (Northern Segment) Cooperative Agreement with Caltrans for Construction	5,000,000	-	5,000,000	0.00%
HOV Gap Closure Offsite Landscaping Mitigation Funding Agreement - Caltrans	400,000	-	400,000	0.00%
Funding Agreement with County of Marin for Bellam Boulevard Construction and Construction Management	3,955,000	-	3,955,000	0.00%
County Lower Marin City Drainage Study Agreement	45,000	33,007	11,993	73.35%
Novato Pedestrian Access to Transit and Crosswalk Improvement Project Agreement	318,000	-	318,000	0.00%
Marin Transit Bus Facility Lease or Purchase Fund Contribution	1,100,000	-	1,100,000	0.00%
Sausalito - Gate 6 Bridgeway Intersection Improvements	73,000	-	73,000	0.00%
Corte Madera - Tamal Vista Blvd Bike/Ped Improvements	526,000	-	526,000	0.00%
San Anselmo-Hub Reconfiguration Phase I Study	309,000	-	309,000	0.00%
Marin County/Caltrans Planning Grant Match Manzanita & Southern Marin Flooding	24,000	-	24,000	0.00%
San Rafael - Canal Neighborhood CBTP	55,000	-	55,000	0.00%
Caltrans - MSN Phase 2 HOV Lanes ROW and Construction Support	3,750,000	-	3,750,000	0.00%
<b>Subtotal, Interagency Agreements</b>	<b>15,705,000</b>	<b>33,007</b>	<b>15,671,993</b>	<b>0.21%</b>
<b>TFCA Programs/Projects Expenditures</b>				
North/South Greenway Construction	283,637	-	283,637	0.00%
TFCA - Reimbursement of Various Capital Projects	768,000	17,250	750,750	2.25%
<b>Subtotal, TFCA Programs/Projects</b>	<b>1,051,637</b>	<b>17,250</b>	<b>1,034,387</b>	<b>1.64%</b>
<b>Total Expenditures</b>	<b>63,949,949</b>	<b>12,159,279</b>	<b>51,790,670</b>	<b>19.01%</b>

*Note 1: Interest includes \$7,155 Bank of America Credit Card Account Bonus*



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**Attachment 2: Summary of FY2019-20 Budget Amendments as of 12/31/19**

<b>Budget Line Items</b>	<b>Annual Budget</b>	<b>Proposed Amendments</b>	<b>Revised Budget</b>
Measure A/AA Sales Tax Revenue	27,500,000		27,500,000
Measure B VRF Revenue	2,400,000		2,400,000
Cities/Towns and County Contribution	559,000		559,000
Interest Revenue	910,000		910,000
MTC STP/CMAQ Planning Fund and OBAG Grants	1,039,487		1,039,487
MTC Regional Measure 2 Fund	5,528,889		5,528,889
Marin Transportation For Clean Air Funding	363,000		363,000
Regional TFCA Competitive Grant	283,637		283,637
State STIP PPM Fund	160,813		160,813
STIP/RTIP/ITIP Funds/SB1 Local Partnership	948,500		948,500
Nonmotorized Transportation Pilot Program Fund	19,000		19,000
MTC Climate Initiatives Program Grant	72,091		72,091
Federal STP Fund	600,000		600,000
Caltrans Bus On Shoulder Grant	88,000		88,000
Realized Highway 101 ROW Excess Fund	4,349,000		4,349,000
<b>Total Revenue Available</b>	<b>44,821,417</b>	<b>-</b>	<b>44,821,417</b>
<b>EXPENDITURES</b>			
<b>Administration</b>			
Salaries & Benefits	2,600,596		2,600,596
Pension and OPEB Section 115 Trust Pre-Funding	157,470		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	31,000		31,000
Updates and Technical Support for TAM Website	20,000		20,000
Classification Study	30,000		30,000
Insurance	11,000		11,000
Financial Audit	20,000		20,000
Legal Services	80,000		80,000
Document/Video/Marketing Material Production	45,000		45,000
Memberships	25,000		25,000
Travel/Meetings/Conferences	40,000		40,000
Professional Development	8,000		8,000
Human Resources/Board Support	60,000		60,000
Information Technology Support	45,000		45,000
Annual Support & Upgrade of Financial System	10,000		10,000
Misc. Expenses	15,000		15,000
<b>Subtotal, Administration</b>	<b>3,503,066</b>	<b>-</b>	<b>3,503,066</b>
<b>Professional Services</b>			
Bellam Blvd 101 Off-ramp Improvements - Design & R/W	250,000	170,000	420,000

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**Attachment 2: Summary of FY2019-20 Budget Amendments as of 12/31/19**

<b>Budget Line Items</b>	<b>Annual Budget</b>	<b>Proposed Amendments</b>	<b>Revised Budget</b>
<b>SFD Flyover Bike Path Barrier</b>	100,000	80,000	180,000
CMP Update/Traffic Monitoring	60,000		60,000
Traffic Model Maintenance & Update	80,000		80,000
Trip Monitoring and Reporting	25,000		25,000
Project Management Oversight	400,000		400,000
MSN B7/B8 Phase 2 ROW Utilityn	1,100,000		1,100,000
MSN San Antonio Curve Correction Construction Support	40,000		40,000
HOV Gap Closure Mitigation - Brookdale /Maintenance	6,000		6,000
State Legislative Assistance	42,000		42,000
Financial Advisor/Sales Tax Audit Services	40,000		40,000
North-South Greenway Gap Closure / PS&E & CM Services	400,000		400,000
Public Outreach Service Support	45,000		45,000
Street Smart Program Implementation	19,000		19,000
CMFC Onsite Re-Vegetation Mitigation Monitoring and Reporting	2,500		2,500
Bus On Shoulder Feasibility Study	100,000		100,000
Consulting Pool	70,000		70,000
<b>Subtotal, Professional Services</b>	<b>2,779,500</b>	<b>250,000</b>	<b>3,029,500</b>
<b>Measure A Sales Tax Programs/Projects</b>			
Measure A Compliance Audit	20,000		20,000
Bike/Ped Path Maintenance	100,000	-	100,000
Central Marin Ferry Connector - SMART Insurance Policy	10,000	-	10,000
<u>Strategy 1 - Transit</u>	5,284,100	-	5,284,100
<i>Substrategy 1.1 - Local Bus Transit Service</i>	2,015,600	-	2,015,600
<i>Substrategy 1.2 - Rural Bus Transit System</i>	-	-	-
<i>Substrategy 1.3 - Special Needs Transit Services</i>	-	-	-
<i>Substrategy 1.4 - Bus Transit Facilities</i>	3,268,500	-	3,268,500
Strategy 2 - Hwy 101 Gap Closure	300,000	-	300,000
<i>STP/HIP Swap Project</i>	300,000	-	300,000
<u>Strategy 3 - Local Transportation Infrastructure</u>	6,243,544	-	6,243,544
<i>Substrategy 3.1 - Major Roads</i>	3,800,000	-	3,800,000
<i>Substrategy 3.2 - Local Roads</i>	2,443,544	-	2,443,544
<u>Strategy 4 - Safer Access to Schools.</u>	2,151,000	-	2,151,000
<i>Substrategy 4.1 - Safe Routes to Schools</i>	550,000	-	550,000
<i>Substrategy 4.2 - Crossing Guards</i>	350,000	-	350,000
<i>Substrategy 4.3 - Safe Pathways to School</i>			
<i>Safe Pathways Plan Development</i>	-	-	-
<i>Safe Pathway Capital Projects</i>	1,251,000	-	1,251,000
<b>Subtotal, Measure A Programs</b>	<b>14,108,644</b>	<b>-</b>	<b>14,108,644</b>

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Attachment 2: Summary of FY2019-20 Budget Amendments as of 12/31/19

Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
<b>Measure B VRF Programs</b>			
<i>Element 1 - Maintain Local Streets &amp; Pathways</i>	2,528,821	-	2,528,821
<i>Element 1.1 - Local Streets</i>	2,414,821	-	2,414,821
<i>Element 1.2 - Bike/Ped Pathways</i>	114,000	-	114,000
<i>Element 2 - Seniors &amp; Disabled Mobility</i>	1,245,000	-	1,245,000
<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>	700,000	-	700,000
<i>Element 2.4 - Volunteer Drive &amp; Gap Grant</i>	170,000	-	170,000
<i>Element 3 - Reduce Congestion &amp; Pollution</i>	870,000	-	870,000
<i>Element 3.1 - Safe Routes to School/ Street Smart Program</i>	175,000	-	175,000
<i>Element 3.2 - Commute Alternative Programs</i>	350,000	-	350,000
<i>Element 3.3 - Alternative Fuel Vehicle Program</i>	345,000	-	345,000
<b>Subtotal, Measure B Programs</b>	<b>4,643,821</b>	<b>-</b>	<b>4,643,821</b>
<b>Measure AA Sales Tax Programs/Projects</b>			
<i>Category 1 - Reduce Congestion</i>	4,600,000	-	4,600,000
<i>Category 1.1 - Completion of Marin-Sonoma Narrows         MSN Phase 2 HOV Lane ROW/Utility Relocation &amp; Design</i>	2,800,000	-	2,800,000
<i>Category 1.2 - Match for Completion of 101/580 Direct Connector         580/101 Direct Connector Project PID &amp; PAED</i>	1,400,000	-	1,400,000
<i>Category 1.3 - Enhance Interchanges</i>	350,000	-	350,000
<i>Category 1.4 - Traffic Demand Management</i>	50,000	-	50,000
<i>Category 2 - Local Transportation Infrastructure</i>	2,190,425	-	2,190,425
<i>Category 2.1 - Local Roads</i>	1,349,425	-	1,349,425
<i>Category 2.2 Safe Pathways</i>	650,000	-	650,000
<i>Category 2.3 - Sea Level Rise</i>	50,000	-	50,000
<i>Category 2.4 Innovative Technology</i>	141,000	-	141,000
<i>Category 3 - Safer Access to Schools.</i>	1,740,000	200,000	1,940,000
<i>Category 3.1 - Safe Routes to Schools</i>	400,000	-	400,000
<i>Category 3.2 - Crossing Guards</i>	1,340,000	-	1,340,000
<i>Category 3.3 - Safe Pathways Capital Projects</i>	-	200,000	200,000
<i>Category 4 - Transit</i>	13,627,856	-	13,627,856
<i>Category 4.1 - Local Bus Transit Service</i>	7,584,400	-	7,584,400
<i>Category 4.2 - Rural Bus Transit System</i>	948,639	-	948,639
<i>Category 4.3 - Special Needs Transit Services</i>	2,809,000	-	2,809,000
<i>Category 4.4 - School Transit Service</i>	1,120,000	-	1,120,000
<i>Category 4.5 - Bus Transit Facilities</i>	1,024,147	-	1,024,147
<i>Category 4.6 - Expand Access to Transit</i>	141,670	-	141,670
<b>Subtotal, Measure AA Programs</b>	<b>22,158,281</b>	<b>200,000</b>	<b>22,358,281</b>

Item 7b - Attachment

**Attachment 2: Summary of FY2019-20 Budget Amendments as of 12/31/19**

<b>Budget Line Items</b>	<b>Annual Budget</b>	<b>Proposed Amendments</b>	<b>Revised Budget</b>
<b>Interagency Agreements</b>			
North-South Greenway (Southern Segment)- County Project Management	150,000	-	150,000
North-South Greenway (Northern Segment) Cooperative Agreement with Caltrans for Construction	5,000,000	-	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	3,955,000	-	3,955,000
County Lower Marin City Drainage Study Agreement	45,000	-	45,000
Novato Pedestrian Access to Transit and Crosswalk Improvement Project Agreement	318,000	-	318,000
Marin Transit Bus Facility Lease or Purchase Fund Contribution	1,100,000	-	1,100,000
Sausalito - Gate 6 Bridgeway Intersection Improvements	73,000	-	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	24,000	-	24,000
San Rafael - Canal Neighborhood CBTP	55,000	-	55,000
Caltrans - MSN Phase 2 HOV Lanes ROW and Construction Support	3,750,000	-	3,750,000
<b>BATA - Class IV Bikeway on the I-580 Sir Francis Drake Blvd Off-Ramp</b>	-	1,300,000	1,300,000
<b>Subtotal, Interagency Agreements</b>	<b>15,705,000</b>	<b>1,300,000</b>	<b>17,005,000</b>
<b>TFCA Programs/Projects Expenditures</b>			
North/South Greenway Construction	283,637	-	283,637
TFCA - Reimbursement of Various Capital Projects	768,000	-	768,000
<b>Subtotal, TFCA Programs/Projects</b>	<b>1,051,637</b>	-	<b>1,051,637</b>
<b>Total Expenditures</b>	<b>63,949,949</b>	<b>1,750,000</b>	<b>65,699,949</b>

Attachment 3: FY2019-20 Revenue and Expenditure Report as of 12/31/19 – Measure A Sales Tax Detail

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>																
FY2019 Accrual Balance	4,273,288	5,678,498	300,474	303,235	-	2,661,038	(540)	(1,620)	4,367,058	-	10,608,769	2,818,844	1,433,119	307,479	1,020,142	33,769,785
FY2020 Revenue	284,940	-	1,033	4,126	-	39,197	3,178	9,534	6,356	-	14,036	14,036	3,495	4,450	3,708	388,087
<b>EXPENSES</b>																
<b>ADMINISTRATION</b>																
Salaries & Benefits				84,909												84,909
Office Lease				149,860												149,860
Agencywide IT and Computer Equipment Upgrade				2,651												2,651
Equipment Purchase/Lease				3,554												3,554
Telephone/Internet/ Web Hosting Services				13,916												13,916
Office Supplies				12,240												12,240
Update/Improvement of TAM Website				2,105												2,105
Classification Study																-
Insurance				10,496												10,496
Financial Audit																-
Legal Services				10,481												10,481
Document/Video/Marketing Material Production				10,637												10,637
Memberships				4,771												4,771
Travel/Meetings/Conferences				13,562												13,562
Professional Development				576												576
Human Resources/Payroll/Board Support				3,882												3,882
Information Technology Support				19,808												19,808
Annual Support & Upgrade of Financial System																-
Misc Expenses				909												909
<b>PROFESSIONAL SERVICES</b>																
Bellam Blvd 101 Off-ramp Improvements - Design & R/W																-
SFD Flyover Bike Path Barrier																-
Project Management Oversight																-
Financial Advisor/Sales Tax Audit Services				3,234												3,234
North-South Greenway Gap Closure / PS&E & Services	13,929															13,929
Public Outreach Support																-
Consulting Pool																-
<b>MEASURE A SALES TAX PROGRAMS/PROJECTS</b>																
Measure A Compliance Audit																-
Bike/Ped Path Maintenance																-
Central Marin Ferry Connector - SMART Insurance Policy																-
Strategy 1 - Transit						1,699,572			225,363							1,924,935
Strategy 2 - Gap Closure / Debt Reserve																-
Strategy 3 - Streets & Roads											172,107	1,685,430				1,857,537
Strategy 4- Safe Routes													353,708	265,850		619,558
<b>INTERAGENCY AGREEMENTS</b>																
FA with County of Marin for Bellam Boulevard Construction and Construction Management																-
County Lower Marin City Drainage Study Agreement						33,007										33,007
Novato Pedestrian Access to Transit and Crosswalk Improvement Project Agreement																-
Marin Transit Bus Facility Lease or Purchase Fund Contribution																-
<b>Total Expenses</b>	13,929	-	-	347,593	-	1,732,579	-	-	225,363	-	172,107	1,685,430	353,708	265,850	-	4,796,559
<b>BALANCE</b>	4,544,299	5,678,498	301,507	(40,232)	-	967,655	2,638	7,914	4,148,051	-	10,450,698	1,147,449	1,082,907	46,079	1,023,850	29,361,314

Attachment 4: FY2019-20 Revenue and Expenditure Report as of 12/31/19 – Measure AA Sales Tax Detail

Budget Line	Interest	Major Road Set Aside \$2.35M/Yr	Measure AA 5% Reserve	Admin Sal & Ben 1%	Programming Management 4%	Category 1-4 DM	Subcat 1.1 MSN	Subcat 1.2 101/580	SubCat 1.3 Intrchns/ Flood	SubCat 1.4 TDM	SubCat 2.1 Local Roads	SubCat 2.2 Safe Pathways	SubCat 2.3 Sea Level Rise	SubCat 2.4 Innovative Tech	SubCat 3.1 SR25	SubCat 3.2 Crossing Guards	SubCat 3.3 SP Capital Projects	Sub Cat 4.1 Local Transit	SubCat 4.2 Rural Transit	SubCat 4.3 Special Needs	SubCat 4.4 School Transit Svc	SubCat 4.5 Bus Transit Facilities	SubCat 4.6 Expand Access to Transit	Total
<b>REVENUE</b>																								
FY2019 Accrual Balance	33,371	410,971	322,284	64,454	257,734		73,816	98,421	147,630	24,606	1,082,620	147,630	49,209	24,605	172,235	344,470	49,209	1,623,929	81,179	350,975	246,051	196,840	24,605	5,826,845
FY2020 Revenue	68,817	783,332	475,920	95,185	380,736	225,000	102,463	136,617	204,926	34,154	1,677,719	228,780	76,261	38,130	247,050	494,102	70,586	2,548,465	231,679	733,649	386,130	308,905	38,613	9,587,218
<b>EXPENSES</b>																								
<b>ADMINISTRATION</b>																								
Salaries & Benefits					410,878																			410,878
Travel/Meetings/Conferences									45															45
<b>PROFESSIONAL SERVICES</b>																								-
Bellam Blvd 101 Off-ramp Improvements - Design & R/W		119,529																						119,529
Project Management Oversight		10,808																						10,808
<b>MEASURE AA SALES TAX PROGRAMS/PROJECTS</b>																								-
Category 1 - Reduce Congestion								55,506																55,506
Category 2 - Local Transportation Infrastructure											930,765													930,765
Category 3 - Safer Access to Schools																153,846								153,846
Category 4 - Transit																		918,440	456,901	309,568	265,185			1,950,092
<b>INTERAGENCY AGREEMENTS</b>																								-
Funding Agreement with County of Marin for Bellam Boulevard Construction and Construction Management																								-
<b>Total Expenses</b>	-	130,337	-	-	410,878	-	-	55,506	45	-	930,765	-	-	-	-	153,846	-	918,440	456,901	309,568	265,185	-	-	3,631,469
<b>BALANCE</b>	102,188	1,063,966	798,204	159,639	227,592	225,000	176,279	179,531	352,511	58,760	1,829,574	376,410	125,470	62,735	419,285	684,726	119,796	3,253,955	(144,043)	775,057	366,997	505,746	63,218	11,782,593

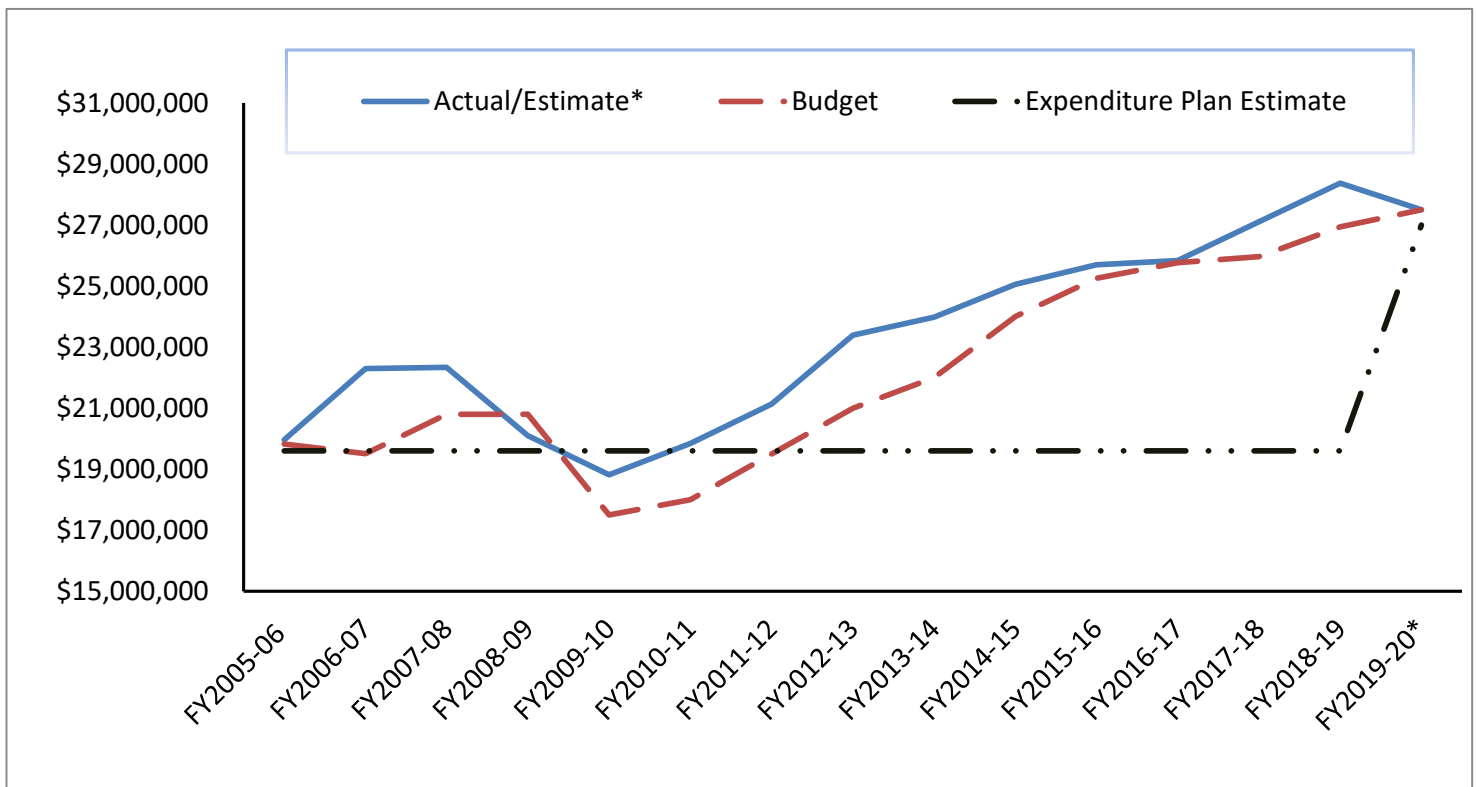
## Item 7b - Attachment

### Attachment 5.1: FY2019 and FY2020 Monthly Measure A/AA Sales Tax Disbursement Comparison

(Cash Disbursement from July to June)

		FY2019	FY2020	\$ Difference	% Difference
<b>Actuals</b>	<b>July</b>	2,399,312	2,532,734	133,421	5.56%
	<b>August</b>	2,005,277	2,493,913	488,636	24.37%
	<b>September</b>	2,263,404	2,376,037	112,634	4.98%
	<b>October</b>	2,914,689	2,731,580	(183,108)	-6.28%
	<b>November</b>	2,593,145	2,188,080	(405,065)	-15.62%
	<b>December</b>	2,492,363	2,308,328	(184,035)	-7.38%
<b>Actual / Budget</b>	<b>January</b>	2,526,400			
	<b>February</b>	2,570,735			
	<b>March</b>	2,190,995			
	<b>April</b>	2,357,186			
	<b>May</b>	1,840,627			
	<b>June</b>	2,217,415			
	<b>July - December</b>	<u>14,668,190</u>	<u>14,630,672</u>	<u>(37,518)</u>	<u>-0.26%</u>
	<b>Annual Disbursement</b>	<u>28,371,547</u>			
	<b>FY2020 Annual Budget</b>	<u>27,500,000</u>			

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



### Attachment 6: FY2019 and FY2020 Monthly Measure B VRF Disbursement Comparison

*(Cash Disbursement from July to June)*

		<b>FY2019</b>	<b>FY2020</b>	<b>\$ Difference</b>	<b>% Difference</b>
<b>Actual</b>	<b>July</b>	202,207	191,900	(10,306)	-5.10%
	<b>August</b>	206,595	222,192	15,597	7.55%
	<b>September</b>	193,419	210,893	17,474	9.03%
	<b>October</b>	212,902	208,020	(4,882)	-2.29%
	<b>November</b>	203,044	203,257	213	0.10%
	<b>December</b>	205,529	182,395	(23,134)	-11.26%
<b>Actual / Budget</b>	<b>January</b>	187,241			
	<b>February</b>	185,018			
	<b>March</b>	230,188			
	<b>April</b>	179,015			
	<b>May</b>	207,947			
	<b>June</b>	198,723			
	<b>July - December</b>	<u>1,223,696</u>	<u>1,218,657</u>	<u>(5,039)</u>	<u>-0.41%</u>
	<b>Annual Disbursement</b>	<u>2,411,827</u>			
	<b>FY2020 Annual Budget</b>		<u>2,400,000</u>		

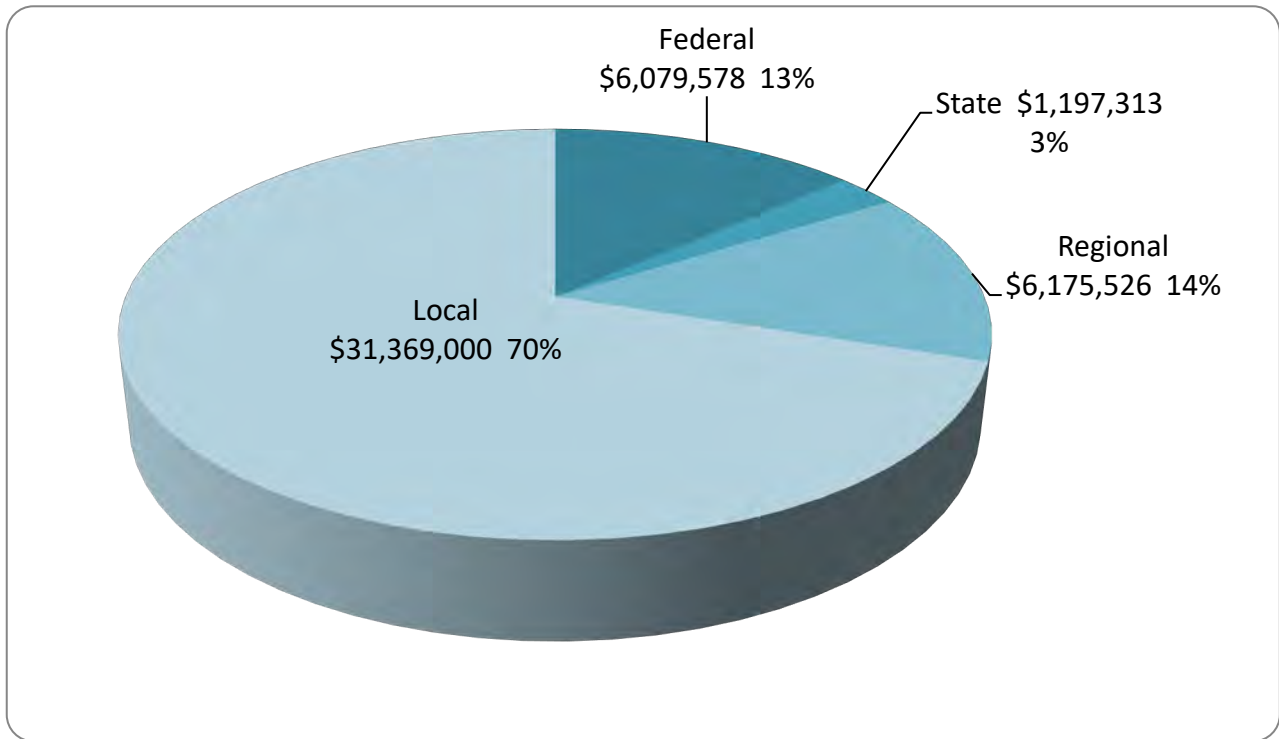


**Attachment 7: CalTRUST Investment Monthly Interest Income by Fund  
(July - December 2019)**

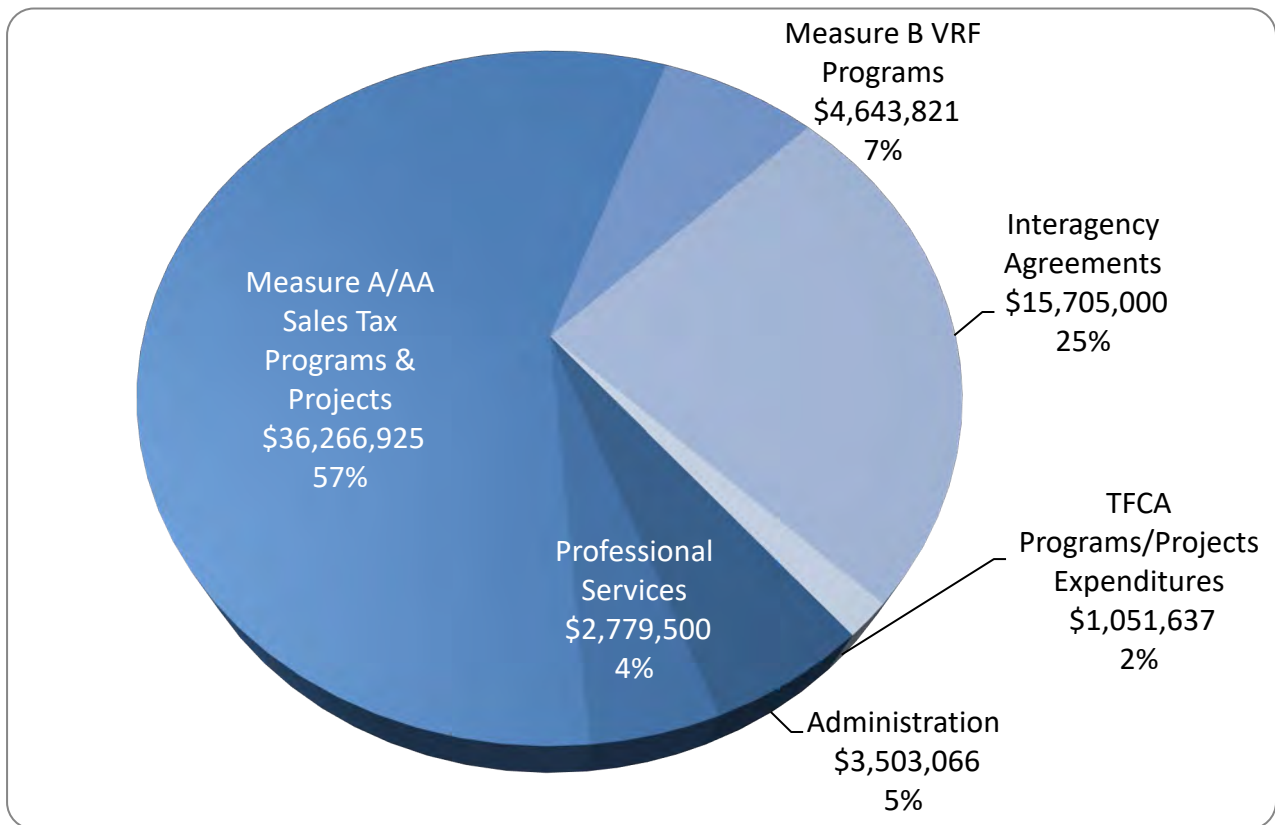
	<b>Short Term</b>	<b>Medium Term</b>	<b>Liquidity*</b>	<b>Total</b>
<b>Initial Principal Investment</b>	\$ 1,808,530	\$ 44,297,339	\$ -	\$ 46,105,869
<b>Prior Reinvested Interest Revenue</b>	\$ 75,302	\$ 2,224,110	\$ 644,408	\$ 2,943,820
<b>FY2019-20 Monthly Interest Income</b>				
<i>July-19</i>	\$ 4,154	\$ 93,972	\$ 1,371	\$ 99,497
<i>August-19</i>	\$ 3,577	\$ 81,554	\$ 1,338	\$ 86,469
<i>September-19</i>	\$ 3,523	\$ 84,019	\$ 1,594	\$ 89,136
<i>October-19</i>	\$ 3,409	\$ 83,615	\$ 1,525	\$ 88,549
<i>November-19</i>	\$ 3,045	\$ 75,944	\$ 1,424	\$ 80,413
<i>December-19</i>	\$ 3,205	\$ 82,217	\$ 1,588	\$ 87,010
<i>January-20</i>				
<i>February-20</i>				
<i>March-20</i>				
<i>April-20</i>				
<i>May-20</i>				
<i>June-20</i>				
<b>Total for the 2nd Quarter</b>	\$ 20,913	\$ 501,321	\$ 8,840	\$ 531,074
<b>Reinvestment of Interest to Liquidity Fund</b>	\$ (20,913)	\$ (501,321)	\$ 522,234	
<b>Unrealized Gain/(Loss) - 12/31/2019</b>	\$ 5,668	\$ 132,506	\$ -	\$ 138,174
<b>Market Value - 12/31/2019</b>	\$ 1,889,500	\$ 46,653,955	\$ 1,175,482	\$ 49,718,937

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

**Attachment 8.1: FY2019-20 Budget Revenue Overview by Funding Source**



**Attachment 8.2: FY2019-20 Budget Expenditure Overview by Category**



*Note: Administration category includes all TAM's staff costs at \$2.6 million. Please note that the majority of the staff costs are for direct project and program management.*

**Attachment 9: Transportation Acronyms**

<b>Acronym</b>	<b>Full Term</b>
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
FASTER	Freedom, Affordability, Speed, Transparency, Equity, Reliability
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 9: Transportation Acronyms**

<b>Acronym</b>	<b>Full Term</b>
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