

TRANSPORTATION AUTHORITY OF MARIN
BOARD OF COMMISSIONERS MEETING

FEBRUARY 27, 2020

6:00 P.M.

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

AGENDA

900 Fifth Avenue
Suite 100
San Rafael
California 94901

Phone: 415/226-0815
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www.tam.ca.gov

Belvedere
James Campbell

Corte Madera
David Kunhardt

Fairfax
John Reed

Larkspur
Dan Hillmer

Mill Valley
Stephanie Moulton-Peters

Novato
Eric Lucan

Ross
P. Beach Kuhl

San Anselmo
Brian Colbert

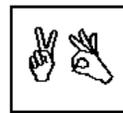
San Rafael
Gary Phillips

Sausalito
Susan Cleveland-Knowles

Tiburon
Alice Fredericks

County of Marin
Damon Connolly
Katie Rice
Kathrin Sears
Dennis Rodoni
Judy Arnold

1. Chair's Report (Discussion)
2. Commissioner Matters Not on the Agenda (Discussion)
3. Executive Director's Report (Discussion)
4. Commissioner Reports (Discussion)
 - a. MTC Report - Commissioner Connolly
 - b. Marin Transit Report – Commissioner Rodoni
 - c. SMART – Commissioner Lucan
5. Open time for public expression, up to three minutes per speaker, on items not on the Board of Commissioners' Agenda. (While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)
6. CONSENT CALENDAR (Action) – **Attachment**
 - a. Approve TAM Board Meeting Minutes January 23, 2020
 - b. Accept Compliance Audit Results
 - c. Appointment to the Citizens' Oversight Committee



Late agenda material can be inspected in TAM's office between the hours of 8:00 a.m. and 5:00 p.m.
The TAM Office is located at 900 Fifth Avenue, Suite, 100, San Rafael.

The meeting facilities are accessible to persons with disabilities. Requests for special accommodations (assisted listening device, sign language interpreters, etc.) should be directed to Denise Merleno, 415-226-0820 or email: dmerleno@tam.ca.gov **no later than 5 days** before the meeting date.

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

7. Caltrans Report (Discussion) – Caltrans District 4 Director Tony Tavares – **Attachment**
8. Review and Accept the FY2018-19 COC/2019 TAM Annual Report (Action) - **Attachment**
9. Marin-Sonoma Bike Share Pilot Program Update (Discussion) - **Attachment**
10. Accept Marin Transit’s 2020-2029 Short Range Transit Plan and Incorporate it into the Measure AA Strategic Plan (Action) – **Attachment**
11. Alternative Fuels Program Update (Discussion) - **Attachment**
12. Plan Bay Area 2050 Update (Discussion) - **Attachment**

MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
TAM

JANUARY 23, 2020
6:00 PM

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



MEETING MINUTES

Members Present:

Alice Fredericks, Tiburon Town Council, TAM Vice-Chair
Brian Colbert, San Anselmo Town Council
Damon Connolly, Marin County Board of Supervisors
Dan Hillmer, Larkspur City Council
David Kunhardt, Corte Madera Town Council
Dennis Rodoni, Marin County Board of Supervisors
Eric Lucan, Novato City Council
Gary Phillips, San Rafael City Council
John Reed, Fairfax Town Council
Judy Arnold, Marin County Board of Supervisors, TAM Chair
Kathrin Sears, Marin County Board of Supervisors
Katie Rice, Marin County Board of Supervisors
Stephanie Moulton-Peters, Mill Valley City Council

Members Absent:

P. Beach Kuhl, Ross Town Council
James Campbell, Belvedere City Council
Susan Cleveland-Knowles, Sausalito City Council

Staff Members Present

Anne Richman, Executive Director
Bill Whitney, Principal Project Delivery Manager
Dan Cherrier, Principal Project Delivery Manager
David Chan, Manager of Programming and Legislation
Derek McGill, Planning Manager
Helga Cotter, Senior Accountant
Li Zhang, Deputy Executive Director/Chief Financial Officer
Molly Graham, Public Outreach Coordinator
Nick Nguyen, Principal Project Delivery Manager
Scott McDonald, Senior Transportation Planner

Chair Arnold called the meeting to order at 6:05 p.m.

1. TAM Annual Selection of Chair and Vice Chair, Review of Ex-Officio Members, and Issue Oath of Office for 2020 Term (Action)

Executive Director (ED) Anne Richman issued oaths of office to Commissioners Arnold, Colbert, Fredericks, Lucan, Phillips, Rodoni, and Sears who began a new term on the TAM Board.

ED Richman presented this item which recommended that the TAM Board select a Chair and Vice-Chair.

Commissioner Sears moved to approve the selection of Commissioner Judy Arnold as the TAM Chair and Commissioner Alice Fredericks as the TAM Vice Chair which was seconded by Commissioner Lucan. The motion was approved unanimously.

2. Chair's Report (Discussion)

None.

Commissioner Reed joined the meeting and was seated at the dais.

3. Commissioner Matters Not on the Agenda (Discussion)

Vice Chair Fredericks noted that April 22 will mark the 50th anniversary of Earth Day and suggested that TAM find a way to publicize its successes at addressing climate change.

Commissioner Rice announced that the Marin County Board of Supervisors recently adopted a resolution regarding the County's policy on fleet vehicle purchases. The policy complements Governor Newsom's executive order to purchase from manufacturers who are in alignment with California's goal to reduce vehicle emissions.

Commissioner Moulton-Peters reported that she and ED Richman attended the National Governor's Association Infrastructure Summit in San Francisco earlier this week.

ED Richman issued the oath of office to Commissioner Reed who began a new term on the TAM Board.

4. Executive Director's Report (Discussion)

ED Richman highlighted items in her report including the status of the Phase 1 Ramp Metering project, TAM's holiday party and fundraiser for 10,000 Degrees, service at new SMART stations in Larkspur and Novato, expansion of the GetSMART Program to serve the new SMART stations, local coordination with the Bay Area Air Quality Management District (BAAQMD) on funding opportunities, a ribbon cutting ceremony held on December 11, 2019 for a new section of carpool lanes and the completion of the bicycle connection as part of the Marin Sonoma Narrows project, an update of activity for the FASTER Technical Advisory Group of which she is a member, and the launch of the California Resilience Challenge which addresses climate change threats.

5. Commissioner Reports (Discussion)

a. MTC Report

This report was provided later in the meeting.

b. Marin Transit Report

Commissioner Rodoni provided a summary of activities that occurred at the last Marin Transit Board Meeting including the reorganization of the Board where he was selected as the President, Councilmember Kate Colin as the Vice-President, and Supervisor Judy Arnold as the Second Vice-President. Additionally, that the Marin Transit Board held public hearings on the Short-Range Transit Plan, proposed fare changes, and changes in fares and service areas for the Marin Connect Program.

c. SMART Report

Commissioner Lucan reported on the reorganization of the SMART Board and that he had been selected as the SMART Chair for 2020. He thanked Commissioner Phillips for chairing the SMART Board for 2019. Commissioner Lucan stated that ridership is growing and that the data is now available on the SMART website. He finalized his comments by stating that a ride on SMART versus driving a car emits 33 percent less pounds of carbon dioxide.

6. Open Time for Public Expression

None.

7. CONSENT CALENDAR (Action)

- a. Approve TAM Board Meeting Minutes of November 21, 2019
- b. Review and Acceptance of the FY2019-20 Second Quarter Financial Report
- c. Approve the Change of TAM's Unemployment Insurance Financing Method
- d. Approval of the Cooperative Agreement and Resolution for the Northbound US 101 to Eastbound I-580 Direct Connector Project
- e. Appoint TAM Board Member Eric Lucan to the Sonoma-Marín Area Rail Transit District (SMART) Board of Directors
- f. Allocate Transportation Sales Tax (Measure AA) Funds to Mill Valley for the East Blithedale Avenue Rehabilitation Project
- g. Letters of No Prejudice (LONP) for Regional Measure (RM) 3 Projects

Commissioner Phillips asked that Item 7b be removed from Consent Calendar for discussion.

Commissioner Moulton-Peters moved to approve Consent Items 7a and 7c-7g which Commissioner Sears seconded. The motion was approved unanimously.

Regarding, Item 7b - Review and Acceptance of the FY2019-20 Second Quarter Financial Report, Li Zhang, Deputy Executive Director/Chief Financial Officer, responded to questions from Commissioner Phillips regarding the potential for delays in the receipt of revenues before the end of the fiscal year. She stated she did not anticipate any unforeseen issues to arise and expects Measure AA and Measure B revenues to come in close to budget.

Commissioner Kunhardt referred to the pie charts in the staff memo and questioned why the revenues and expenditures did not balance. He suggested that a notation should be added as to why the two charts are not supposed to balance, if that is the case.

Ms. Zhang explained that, with the exception of the project funds which are 100% reimbursement based, revenues and expenditures may not balance in any given year. She cited the example that revenues from Measures AA and B are collected in advance and may be used for current or future year project and program expenditures. She also explained that the fund balance accumulated over the years allows TAM to spend more in a given year for major project/program needs.

Commissioner Phillips moved to approve the acceptance of the FY2019-20 Second Quarter Financial Report which was seconded by Vice-Chair Fredericks. The motion passed unanimously.

8. Adopt the 2020 Legislative Platform (Action)

David Chan, Manager of Programming and Legislation, presented this item which recommended that the TAM Board adopt the draft 2020 Legislative Platform.

Mr. Chan introduced Gus Khouri, TAM's legislative consultant, who provided an update on recent activities by the state legislature. Mr. Khouri then spoke on the draft legislative platform for the board's consideration.

Chair Arnold asked and Mr. Khouri confirmed that changes suggested by the TAM Funding, Programs and Legislation Executive Committee had, in fact, been incorporated into the latest document.

Commissioner Phillips referred to the staff report and asked why there was a strikethrough notation in the San Rafael Transit Center line item.

ED Richman replied that the entire RM3 item was being deleted because it is no longer a legislative matter. She noted that the voters had approved it and it is now in the implementation phase, though is stalled due to litigation.

In response to a question posed by Commissioner Kunhardt on the FASTER initiative being a two-year bill and if a lead agency had been identified, Mr. Khouri stated that it is a two-year bill that was introduced last year and is still in the house of origin. In order for it to remain viable, it has to be moved out of the house of origin by the end of the month. He added that it is, essentially, a placeholder bill but Senator Beall is attempting to move it to the Assembly.

Commissioner Connolly added that the discussion will continue this year with anticipation of placing it on the November 2020 ballot.

Chair Arnold asked if any members of the public wished to speak and seeing none closed the item to public comment.

Commissioner Kunhardt moved to adopt the draft 2020 Legislative Platform as presented in the staff report which was seconded by Vice-Chair Fredericks. The motion passed unanimously.

9. Review and Accept the January 2020 Project Status Report (Action)

ED Richman introduced Principal Project Delivery Managers Nick Nguyen, Dan Cherrier and Bill Whitney who presented this item which recommended that the TAM Board accept the January 2020 Project Status Report.

The projects covered included: the Marin Sonoma Narrows, North-South Greenway Gap Closure, Class 4 Bikeway on the Sir Francis Drake Blvd. Off-Ramp, Bellam Blvd. Off-Ramp from US 101, Northbound US 101 to Eastbound I-580 Direct Connector, State Route 37, and the upcoming study of US 101 Interchanges.

Commissioner Phillips asked for an update on the SMART rail network bikeways between Novato and Petaluma relative to the Marin Sonoma Narrows project. Mr. Nguyen stated that most of the bike path has been completed with the exception of a small tract on San Antonio Road up to the county line. Mr. Nguyen clarified that approximately one mile of Class 3 bikeway currently exists but will be upgraded to a Class 2 facility when funding becomes available.

Commissioner Rice questioned whether the hours of operation are the same for the high-occupancy vehicle (HOV) lanes in both Marin and Sonoma and Mr. Nguyen confirmed that they differ.

Commissioner Kunhardt commented on the southern segment of the North-South Greenway Gap Closure project and stated that the Town of Corte Madera's Climate Adaptation work is identifying the area as a possible location for a levee which would raise the old railway to defend against sea level rise.

Commissioner Rice asked for the estimated costs of the Bellam Blvd Off-Ramp project and the Direct Connector project as well as the construction timeline if funding was available. Mr. Cherrier replied that it was \$6.2 million and \$150 million respectively and that he would hope to advertise the Bellam project by summer and complete it by late summer of 2021 if funds were available.

Commissioner Rice commented that while the Bellam project will not ameliorate the issues completely, it will improve the flow of traffic and reduce stacking on the freeway near the offramp. She expressed concern that Caltrans has not expedited the progress of this project, regardless of the lack of funding, given the safety issue involved.

Mr. Cherrier stated that, in addition to the funding shortfall, staff has met with Caltrans over the safety issues but the small number of accidents that have occurred at that location does not signify, in Caltrans' view, as an urgent situation compared to other locations.

Commissioner Kunhardt agreed with Commissioner Rice and asked if there was anything that TAM could do to advance the project.

ED Richman suggested her desire to investigate other alternatives prior to exerting additional political pressure on Caltrans. She reminded everyone of a letter that TAM sent to Caltrans on the matter and is awaiting a formal response.

Chair Arnold asked if any members of the public wished to speak.

Jeff Rhodes spoke on the Northbound US 101 to Eastbound I-580 Direct Connector project and stated that, from an equity, safety and fiscal standpoint, he believes that the project should consider access to the southeast area of San Rafael.

In response to a question from Commissioner Kunhardt asking if he was suggesting an interchange or flyover to connect with Francisco Blvd. East, Mr. Rhodes stated he was suggesting a programmatic document rather than a specific design although he did have some designs in mind.

Commissioner Phillips commented that the speaker's points were worthy of consideration.

Seeing no other speakers, Chair Arnold closed the item to public comment.

Vice-Chair Fredericks moved to accept the January 2020 Project Status Report which was seconded by Commissioner Kunhardt. The motion passed unanimously.

10. Plan Bay Area 2050 Update (Discussion)

Derek McGill, Planning Manager, presented this discussion item on MTC Horizon and Plan Bay Area 2050.

Commissioner Connolly asked for clarification on Priority Development Areas (PDAs) and High Resource Areas (HRAs). Mr. McGill replied that the definition of the term "High Resource Area" still needs to be refined and that the implication of including growth areas that are not locally identified is still unclear at this point.

Commissioner Rodoni noted that enhanced regional transit is one of the strategies in Plan Bay Area 2050, yet, as observed in the report provided earlier on the agenda, the SR37 project does not contain a provision for transit enhancement. He encouraged that further consideration be given to adding bus and/or rail to the SR37 project.

Commissioner Lucan asked if the Priority Conservation Areas (PCAs) component of previous iterations of Plan Bay Area was being considered in this update. Mr. McGill stated that Marin continues to support this key element of the Plan by submitting additional PCAs including areas in Tiburon and San Anselmo.

Commissioner Lucan asked if there would continue to be a grant cycle associated with PCAs(?) and ED Richman said that MTC will need to make the determination whether or not to continue the grant program.

Commissioner Rice asked how the Regional Housing Needs Assessment (RHNA) methodology and housing legislation outcomes will coordinate with MTC's blueprint for housing, transportation and the environment. Mr. McGill stated that MTC is moving forward with the blueprint to help identify the framework for the RHNA methodology committee and clarify how it integrates its elements with that framework.

Chair Arnold asked if any members of the public wished to speak and seeing none closed the item to public comment.

Agenda Item 5a – the MTC Report – was heard out of order.

Commissioner Connolly stated that there will be a two-day MTC/ABAG board workshop at the end of the month. He noted that SR37 has the potential to become the Bay Area's eighth toll bridge, and he reported on the FASTER initiative which may be put to the voters as early as this November, various housing bills including SB50 (Weiner) and AB1487 (Chiu), Plan Bay Area 2050, and the ongoing discussion on conditioning transportation dollars on housing development.

Commissioner Rodoni left the meeting.

11. Adopt a Position of Support for the SMART Sales Tax Renewal (Action)

Mr. Chan presented this item which recommended that the TAM Board consider adopting a position of support for Measure I in March 2020 to extend Sonoma-Marin Area Rail Transit's (SMART's) sales tax collection for another 30 years, from 2029 to 2059.

ED Richman welcomed SMART General Manager Farhad Mansourian to speak on the matter. Mr. Mansourian introduced Chief Financial Officer Erin McGrath, and Chief Engineer Bill Gamlen, provided an update on SMART's history, proposed future development, and finalized his comments by requesting that the TAM Board support Measure I.

Chair Arnold asked if any members of the public wished to speak.

Patrick Seidler of WTB/TAM (Wilderness Trail Bikes/Transportation Alternatives for Marin) distributed a packet of information to the TAM Board and expressed his organization's support, in general, for the SMART rail and trail project. He stated, however, that SMART's 2019 Strategic Plan eliminates 40 percent of the pathway from the Larkspur station to the Marin/Sonoma border and that Measure I will eviscerate the legislative integrity of SMART's original measure - Measure Q which provided for pathway from Larkspur to Cloverdale. He said that SMART is not being accountable or honoring its commitments to complete the trail which would fill a gap in the North-South Greenway as promised in Measure Q. He added that SMART is not participating in the community's goal of building a sustainable future. He finalized his comments by stating that "Measure I needs to fail."

Seeing no other speakers, Chair Arnold closed the item to public comment.

Chair Arnold spoke briefly on the consequences to SMART if Measure I fails, including its inability to refinance its debt payments to a lower rate and possible service cuts that the Agency would need to make to pay for those debt payments. She encouraged the TAM Board to continue to support SMART through endorsement of Measure I.

Commissioner Rice stated that she would not be in support of Measure I. She said that she believes SMART will be successful in the future but that, due to the uncertainty of mandates that may come through the Plan Bay Area process, RHNA and other state legislation on development, this is not the right time for SMART to go to the ballot. She added that few in her Ross Valley community use SMART since they are “east/west” travelers and, as a result, some question its value. She finalized her comments by stating her preference to wait until 2024 when more information will be available in terms of SMART’s potential growth opportunities.

Commissioner Hillmer expressed his support for Measure I. He noted that the train enables a person to live and travel anywhere between San Francisco and Santa Rosa without a car and that he expects ridership to increase given the discounted rate for users of both the ferry and train.

Commissioner Colbert stated he would not be in support of Measure I. While he expressed support for multi-modal transportation, in general, he believes that it is premature to ask voters to reauthorize SMART’s sales tax. He emphasized that the train location, schedule, and other challenges make it difficult for residents in the Ross Valley to access.

Commissioner Lucan, who is serving as SMART’s Chair for 2020, provided the SMART Board’s reasoning for placing Measure I on the ballot now as opposed to waiting until 2024. He stressed that the time is right for investing in SMART, now, in its fledgling status rather than wait a few years which will require the Agency to dip into the reserve fund in the interim.

Commissioner Kunhardt expressed his support for Measure I. He emphasized that Measure I is a continuation of the current sales tax rather than an increase. As such, he said that this should be considered as a financing tool for a new asset which is being given the opportunity for a long life. This longer life will enable SMART to complete its promises.

Commissioner Moulton-Peter expressed her support for Measure I. She spoke on SMART being in its infancy and that she sees no reason why ridership will not increase over time as has been the case with other transit operators. She said she was sympathetic towards voters in the Ross Valley since they are the most distant, geographically, from the SMART facility whereas southern Marin is connected via the bike path and Hwy 101. She suggested that TAM could recommend that SMART agree to use a sizeable portion of the \$12 million it would receive from refinancing its debt to complete the bike path that SMART agreed to build. She added that this would free up TAM to use its bike path funds to complete a bike path to the Ross Valley through San Rafael.

Vice-Chair Fredericks expressed her support for Measure I. She stated that the SMART train is the best option when considering how to address regional growth, jobs, economy, travel and housing. She emphasized the need for long-term funding to confront the impacts, challenges, and the provision of services.

Commissioner Phillips expressed his support for Measure I. He cited evidence of reduction in greenhouse gas emissions, increase in ridership since service began, and his belief that ridership will increase. He stated that the renewal of the measure is a funding mechanism and agreed to by the full SMART Board, as the most appropriate path to take at this time.

Commissioner Connolly expressed his support for Measure I. He stated that the train is still in its infancy and that ridership will increase, particularly with the opening of the segment that extends the train to Larkspur and the ferry. He agreed with previous commenters that the renewal is a prudent fiscal measure akin to financing. He cited areas of improvement which need to be addressed including resolving the first and last mile issue, fare structuring, a more comprehensive, transparent report on ridership numbers, and options to increase ridership.

Commissioner Reed expressed his support for Measure I. He noted that the original sales tax measure was approved with strong support of the bicycle community, so it is understandable that the cycling community felt snubbed when promises were not fulfilled. However, he believes that supporting the renewal will allow SMART to refinance its debt and encouraged SMART to work more closely with the biking community in the future.

Vice-Chair Fredericks made a motion to adopt a position of support for Measure I in March 2020 to extend Sonoma-Marine Area Rail Transit's (SMART's) sales tax collection for another 30 years, from 2029 to 2059 which was seconded by Commissioner Lucan. The vote passed 10-2 with Commissioners Colbert and Rice dissenting and Commissioners Campbell, Cleveland-Knowles, Kuhl and Rodoni not in attendance.

12. Caltrans Report (Information)

The meeting was adjourned at 8:45 p.m.



DATE: February 27, 2020

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Li Zhang, Deputy Executive Director/Chief Financial Officer

SUBJECT: Review and Acceptance of the 2019 Measure A Compliance Audit Results (Action) - Agenda Item No. 6b

RECOMMENDATION

The TAM Board reviews and accepts the 2019 Measure A Compliance Audit results.

The Citizens' Oversight Committee (COC) and the Administration, Projects & Planning Executive Committee reviewed the 2019 Measure A Compliance Audit results at their January 27, 2020 and February 10, 2020 meeting respectively. Both Committees were satisfied with the audit process and results and voted unanimously to refer all reports to the TAM Board for acceptance. The COC also discussed at the meeting the update of the current Compliance Audit Policy to include all Measure AA projects/programs. Staff will start the revision process to the Compliance Audit Policy with guidance from the COC and bring the final recommended changes to the APP Executive Committee and TAM Board for review and acceptance in the near future.

BACKGROUND

As specified in the Measure A ½-Cent Transportation Sales Tax Expenditure Plan, TAM has the fiduciary responsibility to the voters of Marin to ensure that all Measure A funds are spent in accordance with the expenditure plan. An independent compliance audit is also explicitly permitted under the terms and conditions of TAM's funding agreements/contracts with all Measure A funding recipients. TAM is required to work with the COC to employ an independent auditor to conduct compliance audits of all sales tax expenditures. The COC has the authority to request and review specific information, comment on the auditor's reports and report the audit results to the voters in Marin. The COC played a critical role in the development of the original Measure A Compliance Audit Policy adopted by the TAM Board in October 2010. The implementation of the Policy started with the FY2011-12 and prior Measure A funding activities.

The Measure AA ½-Cent Transportation Sales Tax Expenditure Plan, renewal of Measure A, maintains the same compliance audit requirement for maximum transparency, oversight and accountability. While the 2019 Compliance Audit Cycle covers only Measure A expenditures, except for a small share of Marin Transit's expenditures, the usage of Measure AA funds is expected to increase for various projects and programs in the 2020 Compliance Audit Cycle. Due to the critical role the COC has in this matter, staff will bring recommended changes to the Policy to incorporate all Measure AA Categories to the COC for

review at its next meeting, with the plan to recommend the changes to the TAM Board for approval prior to the start of the 2020 Compliance Audit Cycle.

The TAM Board approved the five Measure A ½-Cent Transportation Sales Tax fund recipients that were selected for the 2019 Compliance Audit Cycle at its June 27, 2019 meeting, as shown in Table 1: Measure A Fund Recipients Selected for the 2019 Compliance Audit Cycle. This audit cycle, the ninth, covers Measure A revenue and expenditure activities which occurred in or prior to FY2018-19.

Table 1: Measure A Fund Recipients Selected for the 2019 Compliance Audit Cycle

No.	Fund Recipient	Measure A Funding Strategy
Interest Revenue Funding Usage		
1	City of San Rafael	Usage of Multi-Use Path Maintenance Funds
2	County of Marin	Usage of Multi-Use Path Maintenance Funds
Strategy 1 Local Bus Transit System		
3	Marin Transit	Local Transit, for all Measure A funds received for its FY2018-19 transit operation and capital needs
Strategy 2 Highway 101 Gap Closure		
	None	
Strategy 3 Local Transportation Infrastructure		
4	City of Sausalito	Strategy 3.2, Local Roads, for its usage of the FY2018-19 or prior Measure A Local Roads funds
Strategy 4 School Related Congestion and Safer Access to Schools		
5	Town of Fairfax	Strategy 4.3, Safe Pathways to School, Large Capital Project, for Measure A funds received for Fairfax Bike Spine Gap Completion Project

DISCUSSION/ANALYSIS

Measure A Compliance Audit Process:

The annual Measure A Compliance Audit Workshop was conducted on August 30, 2019. Staff, along with the audit team from Moss, Levy & Hartzheim LLP (MLH), reviewed the requirements of the Measure A Expenditure Plan, the Measure A Compliance Audit Policy, and the funding agreements/contracts, along with the audit process and timeline. Representatives from several fund recipients attended the workshop and provided staff with valuable questions and feedback.

The audit team, along with TAM staff, started the initial audit work with the fund recipients selected in September 2019, and field visits were scheduled for the last week of October 2019. However, due to the massive PG&E power shutdown in Marin during the week of October 28, 2019, all field visits were cancelled. Because of the fully booked schedule of the audit team and staff resource limitation of some of the fund recipients during the holiday months, this unforeseen event had a major impact on the audit's schedule. With extra support provided by TAM staff, the audit team was able to present the draft audit results to TAM for review during the first week of January 2020.

Staff is very pleased to report that there are no non-compliance findings in the 2019 Compliance Audit Cycle with the exception of one observation which was fully acknowledged and addressed by the respective fund recipient.

Measure A Compliance Audit Results by Fund Recipients:

The main purpose of the compliance audit is to verify all Measure A funds were spent according to the requirements of the Measure A Expenditure Plan and the funding agreements/contracts. Results from the

audits can also help TAM staff to continue improving the fund programming, allocation and management process.

Compliance audit results for the 5 fund recipients selected for this round of audit effort are presented below for your review.

Interest Revenue: City of San Rafael - Multi-Use Path Maintenance for Puerto Suello Hill Pathway

Measure A Expenditure Audited:

The compliance audit for the City of San Rafael covers all Measure A expenditures which occurred in FY2018-19 for the maintenance costs of the Puerto Suello Hill Multi-Use Pathway.

Measure A Allocation					
Period Audited	Agreement Number	Measure A Strategy	Agreement Date	Available Amount*	
FY2018-19	A-2015-017	Interest Fund	7/8/2016	\$22,461	
Measure A Expenditures					
Project Audited		Measure A Strategy		Amount	
Multi-Use Path Maintenance for Puerto Suello Hill Pathway		Interest Fund		\$44,922	
Total Measure A Reimbursement*				\$22,461	

* Available Amount and Total Measure A Reimbursement amounts are 50% of the Measure A Expenditures.

Result:

The results of the auditor’s procedures disclosed no instances of noncompliance with the Measure A Expenditure Plan and the funding agreement between City of San Rafael and TAM. However, the following observation is reported.

Observation – General ledger detail for Measure A expenditures were not reconciled:

During the review of the segregated general ledger for Measure A revenue and expenditures, it was noted that the accounting detail for Measure A funds did not reconcile with the supporting documentation submitted to TAM for reimbursement. The audit team and TAM staff confirmed that the supporting documentation did provide the correct maintenance and utility costs for the correct locations dictated in the funding agreement. However, in the general ledger, not all of the submitted costs were posted to the correct accounts that were set aside for Measure A funds.

Effect:

Without all expenditures associate with Measure A funds being posted to the appropriate account that was set aside for Measure A, it’s difficult to identify Measure A expenditures based on the accounting records alone.

Recommendation:

The audit team recommends that the City ensure all expenditures associated with Measure A funds be posted to the correct general ledger accounts.

Questioned Cost:

None noted.

Follow-up Meeting and/or Action:

TAM staff reviewed the observation with the City staff. City staff agrees with the observation and provided the following response and committed to address the observation.

City's response:

The City agrees with the auditor's observation. Moving forward, City staff will review the accounting records prior to year-end and ensure only and all legitimate expenditures related to the project are coded correctly to the proper account.

Interest Revenue: County of Marin - Multi-Use Path Maintenance for Cal Park Hill Tunnel

Measure A Expenditure Audited:

The compliance audit for the County of Marin covers all Measure A expenditures which occurred in FY2018-19 for the maintenance costs of the Cal Park Hill Tunnel Multi-Use Pathway.

Measure A Allocation					
Period Audited	Agreement Number	Measure A Strategy	Agreement Date	Available Amount*	
FY2018-19	A-2015-014	Interest Fund	9/22/2015	\$34,853	
Measure A Expenditures					
Project Audited		Measure A Strategy		Amount	
Multi-Use Path Maintenance for Cal Park Hill Tunnel		Interest Fund		\$69,706	
Total Measure A Reimbursement*				\$34,853	

* Available Amount and Total Measure A Reimbursement amounts are 50% of the Measure A Expenditures.

Result:

The results of the auditor's procedures disclosed no instances of noncompliance with the Measure A Expenditure Plan and the funding agreement between County of Marin and TAM.

Follow-up Meeting and/or Action:

Not needed.

Strategy 1: Marin Transit - Local Transit

Measure A Expenditure Audited:

The compliance audit for Marin Transit covers all Measure A expenditures that occurred in FY2018-19. Please note that even though it was not specifically required, the audit team also reviewed all expenditures related to the limited amount (\$182,971) of Measure AA fund reimbursement that Marin Transit received during FY2018-19.

Measure A Allocation				
Period Audited	Agreement Number	Measure A Strategy	Agreement Date	Available Amount
FY2018-19	A-FY19-02	Strategy 1.1-1.4	7/1/2018	\$18,061,751
Measure A Expenditures				
Project Audited	Measure A Strategy	Amount		
Local Bus Transit Service	Strategy 1.1	\$	10,083,682	
Rural Bus Transit Service*	Strategy 1.2	\$	990,000	
Special Needs Transit System**	Strategy 1.3	\$	2,386,318	
Bus Transit Facilities	Strategy 1.4	\$	783,571	
Total Measure A Reimbursement		\$	14,243,571	

* Includes \$66,451 from Measure AA

** Includes \$116,520 from Measure AA

Result:

The results of the auditor's procedures disclosed no instances of noncompliance with the Measure A Expenditure Plan and the funding agreement between Marin Transit and TAM.

Follow-up Meeting and/or Action:

Not needed.

Strategy 2 – Highway 101 Gap Closure - No Audit Conducted

Strategy 3.1 – No Audit Conducted

Strategy 3.2 – City of Sausalito – Local Roads/Local Street Repair Program

Measure A Expenditure Audited:

The compliance audit for the City of Sausalito covers Measure A expenditures under the Strategy 3.2, Local Roads allocation, which was spent in FY2018-19.

Measure A Allocation					
Period Audited	Agreement Number	Measure A Strategy	Agreement Date	Available Amount	
FY2018-19	A-FY18-15	Strategy 3.2	9/14/2018	\$	92,468
Measure A Expenditures					
Project Audited	Measure A Strategy	Amount			
Local Street Repair Program	Strategy 3.2	\$	92,468		
Total Measure A Reimbursement		\$	92,468		

Result:

The results of the auditor's procedures disclosed no instances of noncompliance with the Measure A Expenditure Plan and the funding agreement between the City of Sausalito and TAM.

Follow-up Meeting and/or Action:

Not needed

Strategy 4.3 – Town of Fairfax – Safe Pathways to School, Fairfax Bike Spine Gap Completion Project

Measure A Expenditure Audited:

The compliance audit for the Town of Fairfax covers Measure A expenditures under the Strategy 4.3 Local Streets and Roads allocation, which were spent in FY2017-18.

Measure A Allocation					
Period Audited	Agreement Number	Measure A Strategy	Agreement Date	Available Amount	
FY2015-16 - FY2017-18	A-2015-003	Strategy 4.3	6/15/2016	\$ 350,000	
Measure A Expenditures					
Project Audited	Measure A Strategy		Amount		
Fairfax Bike Spine Gap Completion Project	Strategy 4.3		\$ 350,000		
Total Measure A Reimbursement			\$ 350,000		

Result:

The results of the auditor’s procedures disclosed no instances of noncompliance with the Measure A Expenditure Plan and the funding agreement between the Town of Fairfax and TAM.

Follow-up Meeting and/or Action:

Not needed.

FISCAL IMPACTS

The Measure A compliance audit was conducted within budget and a month behind schedule due to the disruption of the PG&E power shutdown.

NEXT STEPS

Upon review and acceptance of the TAM Board, the final reports will be distributed to the auditees for their record.

ATTACHMENTS

- Attachment 1 Measure A Compliance Audit Report – City of San Rafael
- Attachment 2 Measure A Compliance Audit Report – County of Marin
- Attachment 3 Measure A Compliance Audit Report – Marin Transit
- Attachment 4 Measure A Compliance Audit Report – City of Sausalito
- Attachment 5 Measure A Compliance Audit Report – Town of Fairfax


MOSS, LEVY & HARTZHEIM LLP

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE

 Transportation Authority of Marin
 900 Fifth Ave #100
 San Rafael, CA 94903

We have audited the City of San Rafael's (City) compliance with the types of compliance requirements described in the Measure A ½-Cent Transportation Sales Tax Expenditure Plan and the respective funding agreement with the Transportation Authority of Marin (TAM), for the fiscal year ended June 30, 2019.

Compliance

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Measure A Expenditure Plan, and the respective funding agreement between the City and TAM. Management of the City is responsible for compliance with the Measure A Expenditure Plan and requirements of its funding agreement with the TAM. Our responsibility is to express an opinion on the City's compliance based on our audit. Our audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide legal determination on the City's compliance with those requirements.

In our opinion, the City complied with the compliance requirements referred to above for funding allocated during the fiscal year ended June 30, 2019 for maintenance expenditures on the Puerto Suello Hills Multi-Use Path.

Internal Control over Compliance

The Management of the City is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to Measure A funded programs. In planning and performing our audit, we considered the City's internal control over compliance to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. We noted no deficiencies that we considered to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We noted no deficiencies that we considered to be significant deficiencies.

However, we did have an observation that we felt needed to be reported in this report, detailed in the findings and observations section as #2019-1.

This report is intended solely for the information of the TAM Board of Commissioners, City Council, TAM Citizens' Oversight Committee (COC), Management of the TAM, and Management of the City, and is not intended to be and should not be used by anyone other than these specified parties.

Moss, Levy & Hartzheim

MOSS, LEVY & HARTZHEIM, LLP
Culver City, CA
January 18, 2020

CITY OF SAN RAFAEL
Measure A Compliance Report
Notes to the Compliance Report
June 30, 2019

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Financial Reporting Entity

The City is an incorporated city that receives funding under the Measure A Expenditure Plan as a member of the County of Marin.

Basis of Accounting

The City utilizes the economic resources measurement focus basis of account, whereby revenues are recognized when measurable and available. The City considers all revenues reported to be available if the revenues are collected within sixty days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred. Capital assets acquisitions are reported as expenditures in the governmental funds.

NOTE 2 MEASURE A SALES TAX

The Measure A sales tax is a ½-cent set forth by voters as a step in implementing a 1.6 billion dollar “transportation vision” set forth by the County of Marin as a plan to alleviate traffic congestion, reinvent the public transportation system, provide additional pedestrian and bike pathways, provide safer routes to school and many other additional transit related goals. Citizens’ Advisory Committees in each part of the County, representing the many diverse interests in Marin, provided input that result in a draft expenditure plan. The draft plan was presented to each of Marin’s City/Town Councils and to numerous stakeholder groups. Their comments prompted refinements reflected in the Final Measure A ½-Cent Transportation Sales Tax Expenditure Plan.

The Measure Expenditure Plan is administered by TAM. Its 16-member board consists of the five members of the Board of Supervisors and a council member of each incorporated City/Town. TAM is accountable to a 12-member COC, created with the assistance of the League of Women Voters. The COC reviews all expenditures and reports annually to the public.

CITY OF SAN RAFAEL

Measure A Compliance Report

Attachment A – Procedures Performed

June 30, 2019

1. Obtained original Funding Agreement/Contract, Allocation Request, and Funding Agreement/Contract Amendments for the audit period or for the period during which funding was utilized for an approved project.
2. Reviewed Funding Agreement/Contract, Allocation Request, and Funding Agreement/Contract Amendments to determine total funding provided by the applicable Strategy for the audit period or for the projects being audited.
3. Interviewed finance staff regarding internal controls in the following areas, specific to, but not limited to, accounting for Measure A funding, to obtain an understanding of the entity's operations:
 - a. Cash Disbursements – Reviewed policies and procedures regarding approval, defacements, accounts payable check processing, and other matters related to the disbursement of funds.
 - b. Cash Receipts – Reviewed policies and procedures regarding cash handling of over-the-counter receipts and cash receipts received through the mail, bank deposits, bank reconciliations, and other matters related to the receipt of funds.
4. Obtained all invoices submitted to the Authority for reimbursements, if applicable.
5. Obtained supporting documentation for all invoices submitted to the Authority for reimbursements, including construction, personnel, project management, consultants, and other related costs.
6. Obtained general ledger detail for revenue and expenditures charged to the Measure A funding source or equivalent reports where income and expenses associated with Measure A funds can be clearly identified.
7. Reviewed remittances from the Authority to ensure that all revenues are correctly coded to the specific cost center or fund code designated for Measure A funding.
8. For reimbursement-based agreements, we reviewed all invoices submitted to the Authority to ensure that the costs being billed on the invoices reconcile with the ones being charged to the specific Measure A cost center in the entity's financial accounting system.
9. For reimbursement-based agreements/contracts, expenditures charged to the specific cost center or fund code designated for Measure A funding were selected on a random basis and tested for the following attributes:
 - a. Approval – Reviewed invoices and supporting documentation to ensure that the proper review and approval process occurred and is documented on the invoice.
 - b. Invoice – Reviewed invoices and supporting documentation to ensure that they are mathematically accurate, properly addressed to the auditee, and have sufficient detail to justify the amounts being charged and the cost center or fund code to which it is being charged to.
 - c. Coding – Reviewed invoices and supporting documentation to ensure that they have been correctly coded to the specific cost center or fund code designated for Measure A funding.
 - d. Allowable – Reviewed invoices and supporting documentation to ensure that the costs being charged to the specific cost center or fund code designated for Measure A funding are allowable costs based on the Measure A Expenditure Plan, the entity's funding agreement with the Authority, and specific requirements of the Strategy for which the funds were restricted for. Also reviewed expenditures to ensure that all costs are direct costs and not indirect costs or allocations of any kind.

CITY OF SAN RAFAEL

Measure A Compliance Report

Attachment A – Procedures Performed

June 30, 2019

10. For entities receiving funding in advance for Strategy 3 under a Measure A funding agreement, we reviewed, in summary form, various invoices to verify that expenditures being charged to the specific cost center or fund code restricted for Measure A are reasonable for the project. In addition, expenditures are also tested in the same fashion as outlined in step 9 of this list.
11. For entities where capital construction projects were funded utilizing Measure A Strategy 3 and 4 funding, we obtained the necessary project files and reviewed them for the following requirements:
 - a. Procurement Process – Reviewed procurement process of the project to ensure that the project was properly advertised in publications, internet, trade journals and/or other acceptable means. If other means of procurement, such as selective RFP submittals were followed, we determined whether the process is adequate in regard to the project. Reviewed any other evidence of procurement when appropriate, such as fax logs or mailing lists.
 - b. Bids and Proposals – Reviewed bids and proposals received to ensure that sufficient bids were received in regard to the project.
 - c. Bid Award – Reviewed City/Town Council Agendas and Minutes along with Staff Reports in regard to the bid award to ensure that the contract for the project was properly approved by Department Heads and the City/Town Council and was properly documented in a public forum. Also, we reviewed bidding results to ensure that the lowest bid was selected, and if the lowest bid was not selected, that there is sufficient documentation for any other selection process utilized.
12. For entities where professional service contracts were paid utilizing Measure A funding, with regards to construction projects or other purposes, we reviewed the policies and procedures of the entity to ensure that internal policies and procedures were followed in regard to the selection of professional service firms.
13. For entities where capital construction projects were paid utilizing Measure A Strategy 3 and 4 funding, we reviewed any applicable environmental review requirements and reviewed documentation to verify that all reports and reviews were performed prior to the start of any construction.
14. For entities where personnel costs were charged to the specific cost center or fund code designated for Measure A funding, we selected a representative sample of charges for personnel costs and tested for the following:
 - a. Recalculation – Reviewed and reconciled wage rates from personnel costs charged to Measure A cost center or fund code to the entity’s payroll registers to ensure that wage rates being charged were accurate and properly approved; reviewed all benefits and fringe costs being allocated in addition to wage rates to ensure that they are accurate and appropriate; recalculated personnel costs utilizing wage rates and hours being charged to ensure that the amounts are mathematically accurate; review the calculation to ensure no indirect costs are included in the reimbursement request.
 - b. Timesheet – Reviewed timesheets for selected personnel costs to ensure that hours being charged to Measure A are properly supported with an approved timesheet. All charges to Measure A funding must be clearly documented on timesheets, detailing the number of hours and the funding source, on a daily basis. We also reviewed timesheets for selected personnel costs to ensure that signatures of both the employee and supervisor are present. Electronic time documentation methods must also have similar electronic signatures.
15. Obtained close-out reports, from completed capital construction projects, submitted to the Authority.
16. Reviewed close-out reports to ensure that they were submitted within 90 days and were properly certified in accordance with the entity’s funding agreement/contract with the Authority.

CITY OF SAN RAFAEL

Measure A Compliance Report

Attachment B - Findings and Observations

June 30, 2019

2019-1 Observation – General ledger detail for Measure A expenditures were not reconciled:

During the review of the segregated general ledger for Measure A revenue and expenditures, it was noted that the accounting detail for Measure A funds did not reconcile with the supporting documentation submitted to TAM for reimbursement. It was noted that the supporting documentation did provide the correct maintenance and utility costs for the correct locations dictated in the fund agreement, however, in the general ledger, not all of the submitted costs were posted to the correct accounts that were set aside for Measure A funds.

Effect:

Without all expenditures associate with Measure A funds being posted to the appropriate account that was set aside for Measure A, it's difficult to identify Measure A expenditures based on the accounting records alone.

Recommendation:

We recommend that the City ensure that all expenditures associated with Measure A funds be posted to the correct general ledger accounts.

Questioned Cost:

None noted.

City's response:

The City agrees with the audit's observation. Moving forward, City staff will review the accounting records prior to year-end and ensure only and all legitimate expenses related to the project are coded correctly to the proper account.

CITY OF SAN RAFAEL

Measure A Compliance Report

Attachment C – Schedule of Funding Allocations and Expenditures

June 30, 2019

Measure A Allocation					
Period Audited	Agreement Number	Measure A Strategy	Agreement Date	Available Amount*	
FY2018-19	A-2017-017	Interest Fund	7/8/2016	\$22,461	
Measure A Expenditures					
Project Audited		Measure A Strategy		Amount	
Multi-Use Path Maintenance for Puerto Suello Hill Pathway		Interest Fund		\$44,922	
Total Measure A Reimbursement*				\$22,461	

* Available Amount and Total Measure A Reimbursement amounts are 50% of the Measure A Expenditures.

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE

 Transportation Authority of Marin
 900 Fifth Avenue, Suite 100
 San Rafael, CA 94903

We have audited the County of Marin's (County) compliance with the types of compliance requirements described in the Measure A ½-Cent Transportation Sales Tax Expenditure Plan and the respective funding agreement with the Transportation Authority of Marin (TAM), for the fiscal year ended June 30, 2019.

Compliance

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Measure A Expenditure Plan, and the respective funding agreement between the County and TAM. Management of the County is responsible for compliance with the Measure A Expenditure Plan and requirements of its funding agreement with TAM. Our responsibility is to express an opinion on the County's compliance based on our audit. Our audit includes examining, on a test basis, evidence about the County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide legal determination on the County's compliance with those requirements.

In our opinion, the County complied in all material respects, with the compliance requirements referred to above for funding allocated during the fiscal year ended June 30, 2019 for maintenance expenditures on the Cal Park Hill Tunnel Multi-Use Path.

Internal Control over Compliance

The management of the County is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to Measure A funded programs. In planning and performing our audit, we considered the County's internal control over compliance to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over compliance.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We noted no deficiencies that we considered to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We noted no deficiencies that we considered to be significant deficiencies.

This report is intended solely for the information of the Board of Commissioners, Board of Supervisors, Citizens' Oversight Committee, Management of the Transportation Authority of Marin, and Management of the County, and is not intended to be and should not be used by anyone other than these specified parties.

Moss, Levy & Hartzheim

MOSS, LEVY & HARTZHEIM, LLP
Culver City, CA
January 18, 2020

COUNTY OF MARIN
Measure A Compliance Report
Notes to the Compliance Report
June 30, 2019

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Financial Reporting Entity

The County receives funding under the Measure A Expenditure Plan as a member of the County of Marin.

Basis of Accounting

The County utilizes the economic resources measurement focus basis of account, whereby revenues are recognized when measurable and available. The County considers all revenues reported to be available if the revenues are collected within sixty days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred. Capital assets acquisitions are reported as expenditures in the governmental funds.

NOTE 2 MEASURE A SALES TAX

The Measure A sales tax is a ½-cent set forth by voters as a step in implementing a 1.6 billion dollar “transportation vision” set forth by the County of Marin as a plan to alleviate traffic congestion, reinvent the public transportation system, provide additional pedestrian and bike pathways, provide safer routes to school and many other additional transit related goals. Citizens’ Advisory Committees in each part of the County, representing the many diverse interests in Marin, provided input that result in a draft expenditure plan. The draft plan was presented to each of Marin’s City/Town Councils and to numerous stakeholder groups. Their comments prompted refinements reflected in the Final Measure A ½-Cent Transportation Sales Tax Expenditure Plan.

The Measure Expenditure Plan is administered by the Authority. Its 16-member board consists of the five members of the Board of Supervisors and a council member of each incorporated City/Town. The Authority is accountable to a 12-member COC, created with the assistance of the League of Women Voters. The COC reviews all expenditures and reports annually to the public.

COUNTY OF MARIN

Measure A Compliance Report

Attachment A – Procedures Performed

June 30, 2019

1. Obtained original Funding Agreement/Contract, Allocation Request, and Funding Agreement/Contract Amendments for the audit period or for the period during which funding was utilized for an approved project.
2. Reviewed Funding Agreement/Contract, Allocation Request, and Funding Agreement/Contract Amendments to determine total funding provided by the applicable Strategy for the audit period or for the projects being audited.
3. Interviewed finance staff regarding internal controls in the following areas, specific to, but not limited to, accounting for Measure A funding, to obtain an understanding of the entity's operations:
 - a. Cash Disbursements – Reviewed policies and procedures regarding approval, defacements, accounts payable check processing, and other matters related to the disbursement of funds.
 - b. Cash Receipts – Reviewed policies and procedures regarding cash handling of over-the-counter receipts and cash receipts received through the mail, bank deposits, bank reconciliations, and other matters related to the receipt of funds.
4. Obtained all invoices submitted to the Authority for reimbursements, if applicable.
5. Obtained supporting documentation for all invoices submitted to the Authority for reimbursements, including construction, personnel, project management, consultants, and other related costs.
6. Obtained general ledger detail for revenue and expenditures charged to the Measure A funding source or equivalent reports where income and expenses associated with Measure A funds can be clearly identified.
7. Reviewed remittances from the Authority to ensure that all revenues are correctly coded to the specific cost center or fund code designated for Measure A funding.
8. For reimbursement-based agreements, we reviewed all invoices submitted to the Authority to ensure that the costs being billed on the invoices reconcile with the ones being charged to the specific Measure A cost center in the entity's financial accounting system.
9. For reimbursement-based agreements/contracts, expenditures charged to the specific cost center or fund code designated for Measure A funding were selected on a random basis were and tested for the following attributes:
 - a. Approval – Reviewed invoices and supporting documentation to ensure that the proper review and approval process occurred and is documented on the invoice.
 - b. Invoice – Reviewed invoices and supporting documentation to ensure that they are mathematically accurate, properly addressed to the auditee, and have sufficient detail to justify the amounts being charged and the cost center or fund code to which it is being charged to.
 - c. Coding – Reviewed invoices and supporting documentation to ensure that they have been correctly coded to the specific cost center or fund code designated for Measure A funding.
 - d. Allowable – Reviewed invoices and supporting documentation to ensure that the costs being charged to the specific cost center or fund code designated for Measure A funding are allowable costs based on the Measure A Expenditure Plan, the entity's funding agreement with the Authority, and specific requirements of the Strategy for which the funds were restricted for. Also reviewed expenditures to ensure that all costs are direct costs and not indirect costs or allocations of any kind.

COUNTY OF MARIN

Measure A Compliance Report

Attachment A – Procedures Performed

June 30, 2019

10. For entities receiving funding in advance for Strategy 3 under a Measure A funding agreement, we reviewed, in summary form, various invoices to verify that expenditures being charged to the specific cost center or fund code restricted for Measure A are reasonable for the project. In addition, expenditures are also tested in the same fashion as outlined in step 9 of this list.
11. For entities where capital construction projects were funded utilizing Measure A Strategy 3 and 4 funding, we obtained the necessary project files and reviewed them for the following requirements:
 - a. Procurement Process – Reviewed procurement process of the project to ensure that the project was properly advertised in publications, internet, trade journals and/or other acceptable means. If other means of procurement, such as selective RFP submittals were followed, we determined whether the process is adequate in regard to the project. Reviewed any other evidence of procurement when appropriate, such as fax logs or mailing lists.
 - b. Bids and Proposals – Reviewed bids and proposals received to ensure that sufficient bids were received in regard to the project.
 - c. Bid Award – Reviewed City/Town Council Agendas and Minutes along with Staff Reports in regard to the bid award to ensure that the contract for the project was properly approved by Department Heads and the City/Town Council and was properly documented in a public forum. Also, we reviewed bidding results to ensure that the lowest bid was selected, and if the lowest bid was not selected, that there is sufficient documentation for any other selection process utilized.
12. For entities where professional service contracts were paid utilizing Measure A funding, with regards to construction projects or other purposes, we reviewed the policies and procedures of the entity in question to ensure that internal policies and procedures were followed in regard to the selection of professional service firms.
13. For entities where capital construction projects were paid utilizing Measure A Strategy 3 and 4 funding, we reviewed any applicable environmental review requirements and reviewed documentation to verify that all reports and reviews were performed prior to the start of any construction.
14. For entities where personnel costs were charged to the specific cost center or fund code designated for Measure A funding, we selected a representative sample of charges for personnel costs and tested for the following:
 - a. Recalculation – Reviewed and reconciled wage rates from personnel costs charged to Measure A cost center or fund code to the entity’s payroll registers to ensure that wage rates being charged were accurate and properly approved; reviewed all benefits and fringe costs being allocated in addition to wage rates to ensure that they are accurate and appropriate; recalculated personnel costs utilizing wage rates and hours being charged to ensure that the amounts are mathematically accurate; review the calculation to ensure no indirect costs are included in the reimbursement request.
 - b. Timesheet – Reviewed timesheets for selected personnel costs to ensure that hours being charged to Measure A are properly supported with an approved timesheet. All charges to Measure A funding must be clearly documented on timesheets, detailing the number of hours and the funding source, on a daily basis. We also reviewed timesheets for selected personnel costs to ensure that signatures of both the employee and supervisor are present. Electronic time documentation methods must also have similar electronic signatures.
15. Obtained close-out reports, from completed capital construction projects, submitted to the Authority.
16. Reviewed close-out reports to ensure that they were submitted within 90 days and were properly certified in accordance with the entity’s funding agreement/contract with the Authority.

COUNTY OF MARIN
Measure A Compliance Report
Attachment B - Findings and Observations
June 30, 2019

None Noted

COUNTY OF MARIN

Measure A Compliance Report

Attachment C – Schedule of Funding Allocations and Expenditures

June 30, 2019

Measure A Allocation					
Period Audited	Agreement Number	Measure A Strategy	Agreement Date	Available Amount*	
FY2018-19	A-2015-014	Interest Fund	9/22/2015	\$34,853	
Measure A Expenditures					
Project Audited	Measure A Strategy			Amount	
Multi-Use Path Maintenance for Cal Park Hill Tunnel	Interest Fund			\$69,706	
Total Measure A Reimbursement*				\$34,853	

* Available Amount and Total Measure A Reimbursement amounts are 50% of the Measure A Expenditures.

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MOSS, LEVY & HARTZHEIM LLP

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE

Transportation Authority of Marin
900 Fifth Avenue, Suite 100
San Rafael, CA 94903

We have audited Marin Transit's (Agency) compliance with the types of compliance requirements described in the Measure A ½-Cent Transportation Sales Tax Expenditure Plan and the respective funding agreement with the Transportation Authority of Marin (TAM), for the fiscal year ended June 30, 2019.

Compliance

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Measure A Expenditure Plan, and the respective funding agreement between the Agency and TAM. Management of the Agency is responsible for compliance with the Measure A Expenditure Plan and requirements of its funding agreement with TAM. Our responsibility is to express an opinion on the Agency's compliance based on our audit. Our audit includes examining, on a test basis, evidence about the Agency's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide legal determination on the Agency's compliance with those requirements.

In our opinion, the Agency complied, in all material respects, with the compliance requirements referred to above for funding allocated during the fiscal years end June 30, 2019 and for expenditures during the fiscal year ended June 30, 2019.

Internal Control over Compliance

The Management of the Agency is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to Measure A funded programs. In planning and performing our audit, we considered the Agency's internal control over compliance to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control over compliance.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. We noted no deficiencies that we considered to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We noted no deficiencies that we consider to be significant deficiencies.

This report is intended solely for the information of the TAM Board of Commissioners, Agency Board of Directors, TAM Citizens' Oversight Committee (COC), Management of TAM, and Management of the Agency, and is not intended to be and should not be used by anyone other than these specified parties.

Moss, Levy & Hartzheim

MOSS, LEVY & HARTZHEIM, LLP
Culver City, CA
January 18, 2020

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**Financial Reporting Entity**

Marin Transit is an agency formed by vote by the people of Marin County that provides local transit services within Marin County and receives funding under the Measure A Expenditure Plan.

Basis of Accounting

The Agency utilizes the accrual basis of accounting, whereby revenues are recognized when earned and expenses are recognized when incurred.

NOTE 2 MEASURE A SALES TAX

The Measure A sales tax is a ½-cent set forth by voters as a step in implementing a 1.6 billion dollar “transportation vision” set forth by the County of Marin as a plan to alleviate traffic congestion, reinvent the public transportation system, provide additional pedestrian and bike pathways, provide safer routes to school and many other additional transit related goals. Citizens’ Advisory Committees in each part of the County, representing the many diverse interests in Marin, provided input that result in a draft expenditure plan. The draft plan was presented to each of Marin’s City/Town Councils and to numerous stakeholder groups. Their comments prompted refinements reflected in the Final Measure A ½-Cent Transportation Sales Tax Expenditure Plan.

The Measure Expenditure Plan is administered by TAM. Its 16-member board consists of the five members of the Board of Supervisors and a council member of each incorporated City/Town. TAM is accountable to a 12-member COC, created with the assistance of the League of Women Voters. The COC reviews all expenditures and reports annually to the public.

NOTE 3 REVENUE RECOGNITION

Marin Transit is an Agency that operates on the economic resource measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of the related cash flows. The Transportation Authority of Marin operates using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when the liability is incurred, as under accrual accounting. Due to this difference, there will be certain differences between revenue accrued as revenue by Marin Transit and amounts accrued as expenditures by the Transportation Authority of Marin. The difference in the FY 12/13 was an additional \$1,505 accrued by Marin Transit as Revenue but not shown by the Transportation Authority of Marin as expenditures due to the fact that the invoice was received more than 60 days after the close of the fiscal year. Numbers shown in the accompanying Schedule of Funding Allocation and Expenditures reflect Marin Transit’s accounting records.

MARIN TRANSIT

Measure A Compliance Report

Attachment A – Procedures Performed

June 30, 2019

1. Obtained original Funding Agreement/Contract, Allocation Request, and Funding Agreement/Contract Amendments for the audit period or for the period during which funding was utilized for an approved project.
2. Reviewed Funding Agreement/Contract, Allocation Request, and Funding Agreement/Contract Amendments to determine total funding provided by the applicable Strategy for the audit period or for the projects being audited.
3. Interviewed finance staff regarding internal controls in the following areas, specific to, but not limited to, accounting for Measure A funding, to obtain an understanding of the entity's operations:
 - a. Cash Disbursements – Reviewed policies and procedures regarding approval, defacements, accounts payable check processing, and other matters related to the disbursement of funds.
 - b. Cash Receipts – Reviewed policies and procedures regarding cash handling of over-the-counter receipts and cash receipts received through the mail, bank deposits, bank reconciliations, and other matters related to the receipt of funds.
4. Obtained all invoices submitted to the Authority for reimbursements, if applicable.
5. Obtained supporting documentation for all invoices submitted to the Authority for reimbursements, including construction, personnel, project management, consultants, and other related costs.
6. Obtained general ledger detail for revenue and expenditures charged to the Measure A funding source or equivalent reports where income and expenses associated with Measure A funds can be clearly identified.
7. Reviewed remittances from the Authority to ensure that all revenues are correctly coded to the specific cost center or fund code designated for Measure A funding.
8. For reimbursement-based agreements, we reviewed all invoices submitted to the Authority to ensure that the costs being billed on the invoices reconcile with the ones being charged to the specific Measure A cost center in the entity's financial accounting system.
9. For reimbursement-based agreements/contracts, expenditures charged to the specific cost center or fund code designated for Measure A funding were selected on a random basis and tested for the following attributes:
 - a. Approval – Reviewed invoices and supporting documentation to ensure that the proper review and approval process occurred and is documented on the invoice.
 - b. Invoice – Reviewed invoices and supporting documentation to ensure that they are mathematically accurate, properly addressed to the auditee, and have sufficient detail to justify the amounts being charged and the cost center or fund code to which it is being charged to.
 - c. Coding – Reviewed invoices and supporting documentation to ensure that they have been correctly coded to the specific cost center or fund code designated for Measure A funding.
 - d. Allowable – Reviewed invoices and supporting documentation to ensure that the costs being charged to the specific cost center or fund code designated for Measure A funding are allowable costs based on the Measure A Expenditure Plan, the entity's funding agreement with the Authority, and specific requirements of the Strategy for which the funds were restricted for. Also reviewed expenditures to ensure that all costs are direct costs and not indirect costs or allocations of any kind.

MARIN TRANSIT

Measure A Compliance Report

Attachment A – Procedures Performed

June 30, 2019

10. For entities receiving funding in advance for Strategy 3 under a Measure A funding agreement, we reviewed, in summary form, various invoices to verify that expenditures being charged to the specific cost center or fund code restricted for Measure A are reasonable for the project. In addition, expenditures are also tested in the same fashion as outlined in step 9 of this list.
11. For entities where capital construction projects were funded utilizing Measure A Strategy 3 and 4 funding, we obtained the necessary project files and reviewed them for the following requirements:
 - a. Procurement Process – Reviewed procurement process of the project to ensure that the project was properly advertised in publications, internet, trade journals and/or other acceptable means. If other means of procurement, such as selective RFP submittals were followed, we determined whether the process is adequate in regard to the project. Reviewed any other evidence of procurement when appropriate, such as fax logs or mailing lists.
 - b. Bids and Proposals – Reviewed bids and proposals received to ensure that sufficient bids were received in regard to the project.
 - c. Bid Award – Reviewed City/Town Council Agendas and Minutes along with Staff Reports in regard to the bid award to ensure that the contract for the project was properly approved by Department Heads and the City/Town Council and was properly documented in a public forum. Also, we reviewed bidding results to ensure that the lowest bid was selected, and if the lowest bid was not selected, that there is sufficient documentation for any other selection process utilized.
12. For entities where professional service contracts were paid utilizing Measure A funding, with regards to construction projects or other purposes, we reviewed the policies and procedures of the entity in question to ensure that internal policies and procedures were followed in regard to the selection of professional service firms.
13. For entities where capital construction projects were paid utilizing Measure A Strategy 3 and 4 funding, we reviewed any applicable environmental review requirements and reviewed documentation to verify that all reports and reviews were performed prior to the start of any construction.
14. For entities where personnel costs were charged to the specific cost center or fund code designated for Measure A funding, we selected a representative sample of charges for personnel costs and tested for the following:
 - a. Recalculation – Reviewed and reconciled wage rates from personnel costs charged to Measure A cost center or fund code to the entity’s payroll registers to ensure that wage rates being charged were accurate and properly approved; reviewed all benefits and fringe costs being allocated in addition to wage rates to ensure that they are accurate and appropriate; recalculated personnel costs utilizing wage rates and hours being charged to ensure that the amounts are mathematically accurate; review the calculation to ensure no indirect costs are included in the reimbursement request.
 - b. Timesheet – Reviewed timesheets for selected personnel costs to ensure that hours being charged to Measure A are properly supported with an approved timesheet. All charges to Measure A funding must be clearly documented on timesheets, detailing the number of hours and the funding source, on a daily basis. We also reviewed timesheets for selected personnel costs to ensure that signatures of both the employee and supervisor are present. Electronic time documentation methods must also have similar electronic signatures.
15. Obtained close-out reports, from completed capital construction projects, submitted to the Authority.
16. Reviewed close-out reports to ensure that they were submitted within 90 days and were properly certified in accordance with the entity’s funding agreement/contract with the Authority.

MARIN TRANSIT

Measure A Compliance Report

Attachment B - Findings and Observations

June 30, 2019

None Noted

MARIN TRANSIT

Measure A Compliance Report

Attachment C – Schedule of Funding Allocations and Expenditures

June 30, 2019

Measure A Allocation				
Period Audited	Agreement Number	Measure A Strategy	Agreement Date	Available Amount
FY2018-19	A-FY18-01	Strategy 1.1-1.4	7/1/2018	\$18,061,751
Measure A Expenditures				
Project Audited	Measure A Strategy	Amount		
Local Bus Transit Service	Strategy 1.1	\$ 10,083,682		
Rural Bus Transit Service*	Strategy 1.2	\$ 990,000		
Special Needs Transit System**	Strategy 1.3	\$ 2,386,318		
Bus Transit Facilities	Strategy 1.4	\$ 783,571		
Total Measure A Reimbursement		\$ 14,243,571		

* Includes \$66,451 from Measure AA

** Includes \$116,520 from Measure AA

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MOSS, LEVY & HARTZHEIM LLP

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE

 Transportation Authority of Marin
 900 Fifth Ave #100
 San Rafael, CA 94903

We have audited the City of Sausalito's (City) compliance with the types of compliance requirements described in the Measure A Expenditure Plan and the respective funding agreement with the Transportation Authority of Marin (TAM), for the fiscal year ended June 30, 2019.

Compliance

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Measure A Expenditure Plan, and the respective funding agreement between the City and TAM. Management of the City is responsible for compliance with the Measure A Expenditure Plan and requirements of its funding agreement with TAM. Our responsibility is to express an opinion on the City's compliance based on our audit. Our audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide legal determination on the City's compliance with those requirements.

In our opinion, the City complied with the compliance requirements referred to above for funding allocated during the fiscal year ended June 30, 2019 for the City of Sausalito Local Street Repair Program.

Internal Control over Compliance

The Management of the City is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to Measure A funded programs. In planning and performing our audit, we considered the City's internal control over compliance to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. We noted no deficiencies that we considered to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We noted no deficiencies that we considered to be significant deficiencies.

This report is intended solely for the information of the TAM Board of Commissioners, City Council, TAM Citizens' Oversight Committee (COC), Management of the Transportation Authority of Marin, and Management of the City, and is not intended to be and should not be used by anyone other than these specified parties.

Moss, Levy & Hartzheim

MOSS, LEVY & HARTZHEIM, LLP
Culver City, CA
January 18, 2020

CITY OF SAUSALITO

Measure A Compliance Report

Notes to the Compliance Report

June 30, 2019

NOTE 1 **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES****Financial Reporting Entity**

The City is an incorporated City that receives funding under the Measure A Expenditure Plan as a member of the County of Marin.

Basis of Accounting

The City utilizes the economic resources measurement focus basis of account, whereby revenues are recognized when measurable and available. The City considers all revenues reported to be available if the revenues are collected within sixty days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred. Capital assets acquisitions are reported as expenditures in the governmental funds.

NOTE 2 **MEASURE A SALES TAX**

The Measure A sales tax is a ½-cent set forth by voters as a step in implementing a 1.6 billion dollar “transportation vision” set forth by the County of Marin as a plan to alleviate traffic congestion, reinvent the public transportation system, provide additional pedestrian and bike pathways, provide safer routes to school and many other additional transit related goals. Citizens’ Advisory Committees in each part of the County, representing the many diverse interests in Marin, provided input that result in a draft expenditure plan. The draft plan was presented to each of Marin’s City/Town Councils and to numerous stakeholder groups. Their comments prompted refinements reflected in the Final Measure A ½-Cent Transportation Sales Tax Expenditure Plan.

The Measure Expenditure Plan is administered by TAM. Its 16-member board consists of the five members of the Board of Supervisors and a council member of each incorporated City/Town. TAM is accountable to a 12-member COC, created with the assistance of the League of Women Voters. The COC reviews all expenditures and reports annually to the public.

CITY OF SAUSALITO

Measure A Compliance Report

Attachment A – Procedures Performed

June 30, 2019

1. Obtained original Funding Agreement/Contract, Allocation Request, and Funding Agreement/Contract Amendments for the audit period or for the period during which funding was utilized for an approved project.
2. Reviewed Funding Agreement/Contract, Allocation Request, and Funding Agreement/Contract Amendments to determine total funding provided by the applicable Strategy for the audit period or for the projects being audited.
3. Interviewed finance staff regarding internal controls in the following areas, specific to, but not limited to, accounting for Measure A funding, to obtain an understanding of the entity's operations:
 - a. Cash Disbursements – Reviewed policies and procedures regarding approval, defacements, accounts payable check processing, and other matters related to the disbursement of funds.
 - b. Cash Receipts – Reviewed policies and procedures regarding cash handling of over-the-counter receipts and cash receipts received through the mail, bank deposits, bank reconciliations, and other matters related to the receipt of funds.
4. Obtained all invoices submitted to the Authority for reimbursements, if applicable.
5. Obtained supporting documentation for all invoices submitted to the Authority for reimbursements, including construction, personnel, project management, consultants, and other related costs.
6. Obtained general ledger detail for revenue and expenditures charged to the Measure A funding source or equivalent reports where income and expenses associated with Measure A funds can be clearly identified.
7. Reviewed remittances from the Authority to ensure that all revenues are correctly coded to the specific cost center or fund code designated for Measure A funding.
8. For reimbursement-based agreements, we reviewed all invoices submitted to the Authority to ensure that the costs being billed on the invoices reconcile with the ones being charged to the specific Measure A cost center in the entity's financial accounting system.
9. For reimbursement-based agreements/contracts, expenditures charged to the specific cost center or fund code designated for Measure A funding were selected on a random basis and tested for the following attributes:
 - a. Approval – Reviewed invoices and supporting documentation to ensure that the proper review and approval process occurred and is documented on the invoice.
 - b. Invoice – Reviewed invoices and supporting documentation to ensure that they are mathematically accurate, properly addressed to the auditee, and have sufficient detail to justify the amounts being charged and the cost center or fund code to which it is being charged to.
 - c. Coding – Reviewed invoices and supporting documentation to ensure that they have been correctly coded to the specific cost center or fund code designated for Measure A funding.
 - d. Allowable – Reviewed invoices and supporting documentation to ensure that the costs being charged to the specific cost center or fund code designated for Measure A funding are allowable costs based on the Measure A Expenditure Plan, the entity's funding agreement with the Authority, and specific requirements of the Strategy for which the funds were restricted for. Also reviewed expenditures to ensure that all costs are direct costs and not indirect costs or allocations of any kind.

CITY OF SAUSALITO

Measure A Compliance Report

Attachment A – Procedures Performed

June 30, 2019

10. For entities receiving funding in advance for Strategy 3 under a Measure A funding agreement, we reviewed, in summary form, various invoices to verify that expenditures being charged to the specific cost center or fund code restricted for Measure A are reasonable for the project. In addition, expenditures are also tested in the same fashion as outlined in step 9 of this list.
11. For entities where capital construction projects were funded utilizing Measure A Strategy 3 and 4 funding, we obtained the necessary project files and reviewed them for the following requirements:
 - a. Procurement Process – Reviewed procurement process of the project to ensure that the project was properly advertised in publications, internet, trade journals and/or other acceptable means. If other means of procurement, such as selective RFP submittals were followed, we determined whether the process is adequate in regard to the project. Reviewed any other evidence of procurement when appropriate, such as fax logs or mailing lists.
 - b. Bids and Proposals – Reviewed bids and proposals received to ensure that sufficient bids were received in regard to the project.
 - c. Bid Award – Reviewed City/Town Council Agendas and Minutes along with Staff Reports in regard to the bid award to ensure that the contract for the project was properly approved by Department Heads and the City/Town Council and was properly documented in a public forum. Also, we reviewed bidding results to ensure that the lowest bid was selected, and if the lowest bid was not selected, that there is sufficient documentation for any other selection process utilized.
12. For entities where professional service contracts were paid utilizing Measure A funding, with regards to construction projects or other purposes, we reviewed the policies and procedures of the entity in question to ensure that internal policies and procedures were followed in regard to the selection of professional service firms.
13. For entities where capital construction projects were paid utilizing Measure A Strategy 3 and 4 funding, we reviewed any applicable environmental review requirements and reviewed documentation to verify that all reports and reviews were performed prior to the start of any construction.
14. For entities where personnel costs were charged to the specific cost center or fund code designated for Measure A funding, we selected a representative sample of charges for personnel costs and tested for the following:
 - a. Recalculation – Reviewed and reconciled wage rates from personnel costs charged to Measure A cost center or fund code to the entity’s payroll registers to ensure that wage rates being charged were accurate and properly approved; reviewed all benefits and fringe costs being allocated in addition to wage rates to ensure that they are accurate and appropriate; recalculated personnel costs utilizing wage rates and hours being charged to ensure that the amounts are mathematically accurate; review the calculation to ensure no indirect costs are included in the reimbursement request.
 - b. Timesheet – Reviewed timesheets for selected personnel costs to ensure that hours being charged to Measure A are properly supported with an approved timesheet. All charges to Measure A funding must be clearly documented on timesheets, detailing the number of hours and the funding source, on a daily basis. We also reviewed timesheets for selected personnel costs to ensure that signatures of both the employee and supervisor are present. Electronic time documentation methods must also have similar electronic signatures.
15. Obtained close-out reports, from completed capital construction projects, submitted to the Authority.
16. Reviewed close-out reports to ensure that they were submitted within 90 days and were properly certified in accordance with the entity’s funding agreement/contract with the Authority.

CITY OF SAUSALITO

Measure A Compliance Report

Attachment B - Findings and Observations

June 30, 2019

None Noted

CITY OF SAUSALITO

Measure A Compliance Report

Attachment C – Schedule of Funding Allocations and Expenditures

June 30, 2019

Measure A Allocation					
Period Audited	Agreement Number	Measure A Strategy	Agreement Date	Available Amount	
FY2018-19	A-2018-015	Strategy 3.2	9/14/2018	\$ 92,468	
Measure A Expenditures					
Project Audited	Measure A Strategy		Amount		
Local Street Repair Program	Strategy 3.2		\$ 92,468		
Total Measure A Reimbursement			\$ 92,468		

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MOSS, LEVY & HARTZHEIM LLP

CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE

 Transportation Authority of Marin
 900 Fifth Ave #100
 San Rafael, CA 94903

We have audited the Town of Fairfax's (Town) compliance with the types of compliance requirements described in the Measure A Expenditure Plan and the respective funding agreement with the Transportation Authority of Marin (TAM), for the fiscal year ended June 30, 2016 through June 30, 2018.

Compliance

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Measure A Expenditure Plan, and the respective funding agreement between the Town and TAM. Management of the Town is responsible for compliance with the Measure A Expenditure Plan and requirements of its funding agreement with TAM. Our responsibility is to express an opinion on the Town's compliance based on our audit. Our audit includes examining, on a test basis, evidence about the Town's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide legal determination on the Town's compliance with those requirements.

In our opinion, the Town complied with the compliance requirements referred to above for funding allocated for the Fairfax Bicycle Spine Gap Completion Project and completed during the fiscal years ended June 30, 2016 through June 30, 2018.

Internal Control over Compliance

The Management of the Town is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to Measure A funded programs. In planning and performing our audit, we considered the Town's internal control over compliance to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over compliance.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. We noted no deficiencies that we considered to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We noted no deficiencies that we considered to be significant deficiencies.

This report is intended solely for the information of the TAM Board of Commissioners, Town Council, TAM Citizens' Oversight Committee (COC), Management of TAM, and Management of the Town, and is not intended to be and should not be used by anyone other than these specified parties.

Moss, Levy & Hartzheim

MOSS, LEVY & HARTZHEIM, LLP
Culver City, CA
January 18, 2020

TOWN OF FAIRFAX

Measure A Compliance Report

Notes to the Compliance Report

June 30, 2019

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**Financial Reporting Entity**

The Town is an incorporated Town that receives funding under the Measure A Expenditure Plan as a member of the County of Marin.

Basis of Accounting

The Town utilizes the economic resources measurement focus basis of account, whereby revenues are recognized when measurable and available. The Town considers all revenues reported to be available if the revenues are collected within sixty days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred. Capital assets acquisitions are reported as expenditures in the governmental funds.

NOTE 2 MEASURE A SALES TAX

The Measure A sales tax is a ½-cent set forth by voters as a step in implementing a 1.6 billion dollar “transportation vision” set forth by the County of Marin as a plan to alleviate traffic congestion, reinvent the public transportation system, provide additional pedestrian and bike pathways, provide safer routes to school and many other additional transit related goals. Citizens’ Advisory Committees in each part of the County, representing the many diverse interests in Marin, provided input that result in a draft expenditure plan. The draft plan was presented to each of Marin’s City/Town Councils and to numerous stakeholder groups. Their comments prompted refinements reflected in the Final Measure A ½-Cent Transportation Sales Tax Expenditure Plan.

The Measure Expenditure Plan is administered by TAM. Its 16-member board consists of the five members of the Board of Supervisors and a council member of each incorporated City/Town. TAM is accountable to a 12-member COC, created with the assistance of the League of Women Voters. The COC reviews all expenditures and reports annually to the public.

TOWN OF FAIRFAX

Measure A Compliance Report

Attachment A – Procedures Performed

June 30, 2019

1. Obtained original Funding Agreement/Contract, Allocation Request, and Funding Agreement/Contract Amendments for the audit period or for the period during which funding was utilized for an approved project.
2. Reviewed Funding Agreement/Contract, Allocation Request, and Funding Agreement/Contract Amendments to determine total funding provided by the applicable Strategy for the audit period or for the projects being audited.
3. Interviewed finance staff regarding internal controls in the following areas, specific to, but not limited to, accounting for Measure A funding, to obtain an understanding of the entity's operations:
 - a. Cash Disbursements – Reviewed policies and procedures regarding approval, defacements, accounts payable check processing, and other matters related to the disbursement of funds.
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TOWN OF FAIRFAX

Measure A Compliance Report

Attachment A – Procedures Performed

June 30, 2019

10. For entities receiving funding in advance for Strategy 3 under a Measure A funding agreement, we reviewed, in summary form, various invoices to verify that expenditures being charged to the specific cost center or fund code restricted for Measure A are reasonable for the project. In addition, expenditures are also tested in the same fashion as outlined in step 9 of this list.
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 - b. Timesheet – Reviewed timesheets for selected personnel costs to ensure that hours being charged to Measure A are properly supported with an approved timesheet. All charges to Measure A funding must be clearly documented on timesheets, detailing the number of hours and the funding source, on a daily basis. We also reviewed timesheets for selected personnel costs to ensure that signatures of both the employee and supervisor are present. Electronic time documentation methods must also have similar electronic signatures.
15. Obtained close-out reports, from completed capital construction projects, submitted to the Authority.
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TOWN OF FAIRFAX
Measure A Compliance Report
Attachment B - Findings and Observations
June 30, 2019

None Noted

TOWN OF FAIRFAX

Measure A Compliance Report

Attachment C – Schedule of Funding Allocations and Expenditures

June 30, 2019

Measure A Allocation				
Period Audited	Agreement Number	Measure A Strategy	Agreement Date	Available Amount
FY2015-16 - FY2017-18	A-2015-003	Strategy 4.3	6/15/2016	\$ 350,000
Measure A Expenditures				
Project Audited	Measure A Strategy	Amount		
Fairfax Bike Spine Gap Completion Project	Strategy 4.3	\$ 350,000		
Total Measure A Reimbursement				\$ 350,000

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DATE: February 27, 2020

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Li Zhang, Deputy Executive Director/Chief Financial Officer

SUBJECT: Appointment to the Citizens' Oversight Committee (Action), Agenda Item No. 6c

RECOMMENDATION:

The TAM Board accepts the nomination and appoints Mr. Kingston Cole to the Alternate seat representing the Taxpayer Groups on the Citizens' Oversight Committee (COC). If appointed, Mr. Cole will complete the balance of a four-year term expiring on May 31, 2021.

BACKGROUND:

The COC oversees the ½-cent Measure A/AA 1/2-Cent Transportation Sales Tax and the Measure B \$10 Vehicle Registration Fee (VRF) revenue and expenditure activities. As an independently functioning group, the COC assures that the voter approved Measure A/AA Sales Tax and Measure B VRF Expenditure Plans are carried out accordingly. The COC is composed of 12 members and 12 alternates who are private citizens residing in Marin County and collectively represent the diversity of Marin County. All COC members should have no economic interest in TAM's projects. Over the years, due, in part, to the dedication and strong support of the members, the COC has become an indispensable part of TAM.

DISCUSSION/ANALYSIS:

TAM has been fortunate to have Mr. Paul Premo serving as a member of the COC representing the Taxpayers Group since 2013. However, it has been difficult finding an appropriate member of the public to serve in the alternate seat until now. Staff is happy to report that Mr. Kingston Cole has submitted his application for this position. Mr. Cole is a longstanding resident of the City of San Rafael and brings a wide range of experience to the table which will help him fulfill his responsibilities as a valuable new addition to the COC. A graduate of Georgetown University and Creighton School of Law, Mr. Cole has over 30 years of experience in the telecom industry as consultant to many major transit and transportation agencies. He is a past trustee of the National Maritime Association, current president of his neighborhood association and the Director of the Coalition of Sensible Taxpayers (CO\$T) Board. He believes that he will be able to assist the COC to continually ensure TAM meets and maintains its fiscal compliance and integrity. Mr. Cole's decades of experience working with many of the major

urban transit agencies as well as 10 plus departments of transportation and other agencies will also be of value to the COC.

Mimi Willard, President of CO\$T, confirmed the nomination of Mr. Cole by the Board of Directors of CO\$T, and believed that Mr. Cole’s appointment to the COC would ensure TAM continues to receive valuable input and support from taxpayer representatives in the County.

**TAM Citizens’ Oversight Committee Membership
(February 2020)**

Position	Candidate	Term Expiration
Northern Marin Planning Area – (1)	Member – Charley Vogt Alternate – Veda Florez	2021
Central Marin Planning Area – (1)	Member - Joy Dahlgren Alternate – Jeffrey Olson	2021
Ross Valley Planning Area – (1)	Member – Paul Roye Alternate – Vacant	2023
Southern Marin Planning Area – (1)	Member - Robert Burton Alternate – Jayni Allsep	2023
West Marin Planning Area – (1)	Member – Scott Tye Alternate – Vacant	2023
Marin County Paratransit Coordinating Council – (1)	Member - Allan Bortel Alternate – Vacant	2023
Advocacy Group Representing Bicyclists and Pedestrians – (1)	Member – Vince O’Brien Alternate – Vacant	2023
Environmental Organizations – (1)	Member – Kate Powers Alternate – Nancy Okada	2021
School Districts – (1)	Member – Zack Macdonald Alternate – Vacancy	2021
Major Marin Employers – (1)	Member – Peter Pelham Alternate – Vacant	2021
Taxpayer Group – (1)	Member – Paul Premo Alternate – Kingston Cole - NOMINATED	2021
League of Women Voters – (1)	Member – Kevin Hagerty Alternate – Kay Noguchi	2023

FISCAL CONSIDERATION:

Not Applicable.

NEXT STEPS:

Staff will continue to actively solicit nominations and applications to fill the remaining vacant positions.

February 2020

TAM Board Meeting Caltrans Report

PROJECTS IN INITIATION PHASE

Rehabilitate Pavement (CAPM); MRN-131 PM 0.00/4.4; On Route 131 (Tiburon Blvd) from US 101/131 interchange to Main Street (EA: 04-1Q230)

Scope: Overlay Pavement, upgrade curb ramps, add/replace guardrails and improve drainage.

Cost Estimate: \$11M (Construction Capital)

Schedule: Start Construction: Summer 2024
End Construction: Summer 2025

Address Seismic Deficiencies and Upgrade Pedestrian Infrastructure; MRN-101 PM 7.4/18.8; On Route 101 at Tamalpais Overcrossing (EA: 04-4J860)

Scope: Install cable restrainer at bridge abutments to improve seismic resistance, and upgrade Pedestrian Overcrossing (POC) to meet ADA standards.

Cost Estimate: \$18M (Construction Capital)

Schedule: Start Construction: Fall 2024
End Construction: Fall 2025

Resurface Deck and Replace Fender System; MRN-37 PM 14.5; Petaluma River Bridge (EA: 04-2Q500)

Scope: Resurface bridge deck, replace bridge fender system, mitigate bridge scour, and upgrade bridge railings.

Cost Estimate: \$ 32M (Construction Capital)

Schedule: Start Construction: Spring 2025
End Construction: Fall 2026

Drainage System Restoration; MRN-1 PM 13.1/44.9; On Route 1 from 0.7 mile north of Stinson Beach to 0.5 mile north of Walker Creek (EA: 04-2Q530)

Scope: Replace 29 deteriorated drainage culverts within the project limits, replace headwalls, and install drainage inlets.

Cost Estimate: \$6.5 M (Construction Capital)

Schedule: Start Construction: Spring 2025
End Construction: Spring 2027

Repair/Replace Culverts; MRN-1 PM 13.05/45.1; On Route 1 at various locations from 0.2 mi north of Calle del Arroyo to 0.2 mi south of Tomales-Petaluma Rd. (EA: 04-3A250)

Scope: Repair/Replace 21 damaged/deteriorated cross culverts within the project limits, replace headwalls, and install drainage inlets.

Cost Estimate: \$3.6M (Construction Capital)

Schedule: Start Construction: Spring 2025
End Construction: Spring 2027

Upgrade and Replace Existing Bridge Railing Systems (Coyote Creek Bridge-# 27-0018, Eskoot Creek Bridge-#27-0077, Olema Creek Bridges-#27-0020 & #27-0021); MRN-1 PM 7.4/18.8; On Route 1 at various locations (EA: 04-0P960)

Scope: Upgrade/replace the bridge railings systems to meet the current standard on four bridges along Route 1.

Cost Estimate: \$8.1M (Construction Capital)

Schedule: Start Construction: Spring 2025
End Construction: Fall 2026

PM: Post Mile
PSE: Plans, Specifications, and Estimate
EA: Project Expense Authorization Number

Report Prepared by Caltrans District 4 Office of Project Management
February 19, 2020

February 2020

TAM Board Meeting Caltrans Report

Replace Culvert; MRN-1 PM 40.3/40.3; On Route 1 near Marshall at 0.10 mile south of Clark Road (EA: 04-2J510)

Scope: Replace existing 66-inch diameter culvert and rebuild slope.

Cost Estimate: \$2.3M (Construction Capital)

Schedule: Start Construction: Spring 2025
End Construction: Spring 2027

Rehabilitate Pavement (CAPM); MRN-37 PM R11.2/14.6; On Route 37 from Route 101/37 interchange to Petaluma River Bridge. (EA: 04-2K740)

Scope: Overlay pavement with asphalt concrete and mitigate roadway settlement at post mile (PM) 13.04.

Cost Estimate: \$19 M (Construction Capital)

Schedule: Start Construction: Spring 2025
End Construction: Spring 2026

Plant Establishment Period; MRN-1 PM 10.7/11.0; On Route 1 near Stinson Beach, from 1.5 to 1.2 miles south of Panoramic Highway junction north (EA: 04-0AA48)

Scope: Complete the monitoring requirements/commitments for plant establishment. This project will provide four (4) additional years of plant establishment period (PEP) for replacement tree, shrub, and erosion control plants installed on State Route (SR) 1 as a follow-up to two Director's Order major damage projects (EA 04-4K240, EA 04-4S220).

Cost Estimate: \$1.1M (Construction Capital)

Schedule: Start Construction: Spring 2021
End Construction: Fall 2025

PROJECTS IN ENVIRONMENTAL PHASE

Marin 1 Capital Preventive Maintenance Project (CAPM); MRN-1 PM 22.8/31.2 & 45.0/50.5; On Route 1 near Point Reyes Station & Olema, from Olema Creek to north of Cypress Road & on Route 1 near Tomales, from south of Tomales-Petaluma Road to south of Valley Ford Road (EA: 04-1J960)

Scope: Overlay pavement and shoulders with HMA-A, upgrade existing guardrails and crash cushions, and drainage improvements.

Cost Estimate: \$24.4 M (Construction Capital)

Schedule: Start Construction: Spring 2023
End Construction: Fall 2024

A public outreach informational meeting was held on April 2, 2019. The next public outreach informational meeting is planned in March 2020. The information for the public meeting will be advertised in Point Reyes Light and Marin Independent Journal. The project will include sidewalk/crosswalk improvements in Point Reyes Station after funding agreement with TAM is executed.

February 2020

TAM Board Meeting Caltrans Report

San Antonio Creek Bridge Scour Mitigation; MRN/SON-101 PM 0.0; On Route 101, near City of Petaluma, at Sonoma/Marin County line (EA: 04-3J080)

Scope: Mitigate scour and preserve the structural integrity of the northbound San Antonio Creek Bridge and mitigated scour at southbound San Antonio Creek bridge abutment left in place by MSN B3 project. The project will also minimize the flooding potential at the site by clearing drainage ditches of silt.

Cost Estimate: \$997K (Construction Capital)

Schedule: Start Construction: Summer 2022
End Construction: Winter 2023

The northbound San Antonio Creek Bridge will be relinquished to the County upon completion of the scour mitigation repairs.

Repair Culverts; MRN-101 PM 11.2; On Route 101 at Irwin Creek Bridge, Bridge #27-0097 (EA: 04-0K510)

Scope: Rehabilitate corrugated metal arch culvert bridge and four adjoining deteriorated culverts.

Cost Estimate: \$1.9M (Construction Capital)

Schedule: Start Construction: Fall 2022
End Construction: Summer 2023

Reconstruct SR 37; MRN-37 PM 11.2/13.7; On Route 37 from US 101 to Atherton Avenue.

Scope: Reconstruct State Route 37 to address Sea Level Rise (SLR) and recurring flooding, while including Complete Streets features to address multi-modal bicycle and pedestrian use (EA 04-4Q320 - long lead project).

Cost Estimate: \$10.0M (Env. Clearance)

Schedule: Env. Clearance: Spring 2023
Start Construction: TBD
End Construction: TBD

This is a long lead project that is funded for the environmental phase (PA&ED) at this time.

PROJECTS IN DESIGN PHASE

Marin-Sonoma Narrows Contract B6 – Replace Bridge; MRN/SON -101 PM MRN-101 27.0/27.6 & SON-101 0.0/0.3; On San Antonio Road (local road) near Petaluma, 0.6 miles north of Route 101 (EA: 04-2640S)

Scope: Construct a two-lane bridge.

Cost Estimate: \$5.2M (Construction Capital)

Schedule: Start Construction: TBD
End Construction: TBD

Caltrans was the lead for the environmental phase. The lead agency for Design, R/W, and Construction is yet to be determined. The project sponsor is Marin County. The County has held two public information public meetings on this project.

February 2020

TAM Board Meeting Caltrans Report

North/South Greenway Gap Closure Project (Northern Segment); MRN-101 PM 8.4/8.6; On Route 101 in Larkspur, at East San Francis Drake Blvd (EA: 04-1A661)

Scope: Construct a new bike path on Corte Madera Creek Bridge (off-ramp)

Cost Estimate: \$6.0M (Construction Capital)

Schedule: Start Construction: Spring 2020 (RTL in April 2020)
End Construction: Spring Fall 2021

Public scoping meetings were held on March 19, 2015, July 29, 2015 and March 21, 2016. The cooperative agreement with TAM for construction has been executed. The freeway maintenance agreement (amendment) with the City of Larkspur has been executed.

Replace Harbor Bridge; MRN-101 PM 10.63/10.87; On Route 101 in San Rafael, from Route 101 off-ramp to 2nd Street at the San Rafael Harbor (EA: 04-4G820)

Scope: Replace existing bridge.

Cost Estimate: \$11.4M (Construction Capital)

Schedule: Start Construction: Spring 2020
End Construction: Winter 2020

The project was presented to the City Council in May 2018. This project will also modify the 2nd Street intersection in San Rafael to improve traffic flow. San Rafael Sanitation District has relocated a sewer line. The previous bid did not get any qualified bidders and the project was re-re-advertised on February 10, 2020, and bids will open on March 3, 2020. Due to in-water work window restriction and long lead times for the specialty pile and precast elements, the revised project schedule could result in a delay on in-water activities to 2021

With the help of the City of San Rafael, Caltrans conducted a public survey to evaluate three alternatives for the loudest and most disruptive phase of the project, pile driving. Based on the results of the survey, the project will close the 2nd Street off-ramp for three-weekends (11 pm Friday to 5 am Monday). Pile driving will occur around the clock during these weekends.

Lagunitas Creek Bridge; MRN-1 PM 28.51; On Route 1 near Point Reyes Station, at Lagunitas Creek (EA: 04-0G642)

Scope: Replace existing bridge.

Cost Estimate: \$11.6M (Construction Capital)

Schedule: Start Construction: Spring 2022
End Construction: Spring 2023

The Environmental Document (EIR/EA) was completed on June 29, 2018. An informational public meeting was held in September 2018. The project is in litigation (EIR/EA is challenged by Friends of the Green Bridge, et al).

Bellam Intersection Improvement; MRN-101/580- PM 9.8/9.9 & PM 4.4/4.7; Northbound Route 101 / Eastbound I-580 Off-Ramp to Bellam Blvd. in San Rafael (EA: 04-0Q270)

Scope: Widen off-ramp, modify intersection, and modify traffic signal.

Cost Estimate: \$6.3 M (Construction Capital)

Schedule: Start Construction: TBD
End Construction: TBD

TAM is the lead for this project, and the project will be implemented via an encroachment permit. The schedule is dependent on funding.

February 2020

TAM Board Meeting Caltrans Report

Pavement Overlay and Curb Ramps; MRN-101- PM 14.7; On Route 101 at Lucas Valley Under Crossing in the City of San Rafael (EA: 04-1Q510)

Scope: Construct curb ramps and overlay asphalt pavement.

Cost Estimate: \$1.6M (Construction Capital)

Schedule: Start Construction: Spring 2020
End Construction: Fall 2020

The City of San Rafael is the lead for this project, and the project will be implemented via an encroachment permit.

Marin-Sonoma Narrows Contract B7 – HOV lane in Marin; MRN – 101- PM 20.8/27.3; On Route 101, in and north of Novato, SB HOV lane from 0.3 miles south of the Marin/Sonoma County line to just south of Franklin Ave. Overhead (4.8 miles), and NB HOV lane from 1.7 miles north of Atherton Ave Overcrossing to 0.3 miles south of the Marin/Sonoma County line (3.6 miles)- (EA: 04-26472)

Scope: Roadway and bridge widening and Redwood Landfill Interchange modification for HOV lanes and standard shoulders and horizontal and vertical roadway alignment correction. The scope does not include utility relocation and R/W acquisition for access control. Roadway work is not in direct conflict with utilities to be relocated.

Cost Estimate: \$104M (Construction Capital)

Schedule: Start Construction: Fall 2020
End Construction: Fall 2023

This project is funded by Local and RM3 funds. TAM is the lead for PS&E of this project. This project combines the mainline improvements of MSN Contracts B1-Phase 2 and A4. Currently, the project is not fully funded for construction. The project sponsors are seeking SB1 funding to fully fund this project. The project could be delayed if the release of RM3 funding is delayed due to a pending lawsuit.

Marin-Sonoma Narrows Contract B8 – HOV lane in Marin; MRN - 101 – PM 24.0/27.5; On Route 101, from 2.0 miles north of Atherton Ave. Overcrossing to 0.1 miles south of the Marin/Sonoma County (EA: 04-26473).

Scope: line / Relocate utilities located in State R/W on Route 101 and widen and rehabilitate 0.6 miles of San Antonio Road (County Road) to include Class-II bike facility

Cost Estimate: \$4.9M (Construction Capital and Utility Relocation)

Schedule: Start Construction: Spring 2022
End Construction: Spring 2023

This project is funded by Local and RM3 funds and TAM is the lead for PS&E of this project. The project scope is to secure R/W, relocate utility, and widen/rehabilitate San Antonio Road for Class II bike lanes. The project could be delayed due to 1) right-of-way acquisitions from private properties and 2) Release of RM3 funding due to a pending lawsuit.

Restore Damaged Drainage System; MRN-101 PM 0.2; On Route 101, near Sausalito, 0.1 miles south of Alexander Avenue (EA: 04-4J420)

Scope: Replace existing damaged Corrugated Metal Pipe (CMP) down drains with new Corrugated Steel Pipe (CSP) down drains.

Cost Estimate: \$909K (Construction Capital)

Schedule: Start Construction: Summer 2020
End Construction: Fall 2020

Interim repairs were completed in November 2019. This project is being coordinated with NPS, and it will address issues related to scouring/surface drainage within State R/W.

February 2020

TAM Board Meeting Caltrans Report

Upgrade Curb Ramps and Sidewalk; MRN-131 PM 0.9; On Route 131, in the Town of Tiburon, at Blackfield Dr. and Greenwood Cove Dr. intersection; (EA: 04-4J450)

Scope: Eliminate four free right turns, upgrade curb ramps and sidewalk and install new traffic signals, also install APS system countdown timers.

Cost Estimate: \$2.1M (Construction Capital)

Schedule: Start Construction: Spring 2020
End Construction: Fall 2020

The project is being coordinated with Golden Gate Transit and Marin Transit for bus stop relocation improvements.

Upgrade Curb Ramps and Sidewalk; MRN-101 PM 13.7; On Route 101, in San Rafael, at Manuel T Freitas Parkway; (EA: 04-4K800)

Scope: Upgrade curb ramps and sidewalk.

Cost Estimate: \$2.2M (Construction Capital)

Schedule: Start Construction: Spring 2022
End Construction: Spring 2022

The project is being coordinated with Golden Gate Transit and City of San Rafael for bus stop relocation/improvements in City R/W. The project could require a new roundabout or a signal at offramp terminus in City R/W.

Construct Two-way Bike path on Sir Francis OC (Bridge No. 27-0040); MRN-580 PM 3.3/3.4; On Route 580 from Anderson Dr. to 0.7 miles east of Richmond-San Rafael bridge. (04-0Q2730)

Scope: Construct a two-way bike-path (4-year pilot project)

Cost Estimate: \$1.1 M (Construction Capital)

Schedule: Start Construction: Spring 2020
End Construction: Spring/Summer 2020

TAM is the lead for this project, and the project will be implemented via an encroachment permit. The bike path will connect to the independent bike path built by (EA: 04-2J680 – Contract 2) or other The Bay Area Toll Authority (BATA) funded project. The pilot study will be conducted by Caltrans.

PROJECTS IN CONSTRUCTION PHASE

Construct Tie-Back Retaining Wall; MRN-1 PM 10.95; On Route 1 near Stinson Beach, approximately 1.2 miles south of North Panoramic Highway at Web Creek (EA: 04-4S220)

Scope: Replace culvert and backfill sinkhole.

Cost Estimate: \$2.4M (Construction Capital)

Schedule: Completion of the construction contract is anticipated in March 2020.

Construction activities have been completed. The project is in 5-year Plant Establishment Period (PEP) period.

February 2020

TAM Board Meeting Caltrans Report

Marin-Sonoma Narrows Contract L1A (MRN) – Follow-up Mitigation Planting and Sound Wall; MRN-101 PM 26.5/27.6, On Route 101 in Novato, at Olive Avenue (EA: 04-264H3)

Scope: Implement follow-up mitigation planting for MSN Phase 1 and construct Sound Wall on northbound Route 101 at Olive Avenue in Novato.

Cost Estimate: \$2.8M (Construction Capital)

Schedule: Completion of the construction contract is anticipated in April 2020.

Construction activities have been completed. The project is in 3-year Plant Establishment Period (PEP) period has been completed. CCA delayed to February 2020 to install an irrigation line connection.

Marin-Sonoma Narrows Contract B3 - San Antonio Curve Correction; MRN-101 PM 26.5/27.6 & SON-101 0.0/1.2; On Route 101, near Petaluma, from 0.3 miles south of San Antonio Rd. to 1.2 miles north of Marin/Sonoma County line (EA: 04-26409)

Scope: Realign Route 101 to the west to correct horizontal alignment and construct a new mainline San Antonio Creek Bridge. The project has extended the frontage roads and pedestrian/bicycle facility built by other MSN contracts.

Cost Estimate: \$64.5M (Construction Capital)

Schedule: Project was awarded on January 21, 2016. Acceptance of the construction contract is anticipated in April 2020.

The ground-breaking ceremony was held on July 6, 2016. Construction is substantially complete. Project is addressing final punch list items for relinquishment of frontage Road/Bike Path to the County. A ribbon-cutting ceremony was held in December 2019.

Route 580/101 HOV Gap Closure Mitigation Planting; MRN-101 PM 9.7/12.7; On Route 101 in San Rafael, at Brookdale Area and offsite riparian mitigation planting (EA: 04-2261H)

Scope: Follow-up Mitigation Planting for the Marin Route 580/101 HOV Gap Closure Project.

Cost Estimate: \$219K (Construction Capital); \$490K (Offsite Mitigation)

Schedule: Construction activities have been completed. The construction contract will be accepted in December 2021 after a 5-year Plant Establishment Period (PEP).

TAM is the lead for this project, and the project is being implemented via an encroachment permit. Caltrans is the lead for off-site mitigation. The off-site mitigation includes the restoration of a portion of Glenview Creek by California State Parks and the acquisition and transfer of the 2.1 acres Sausalito Lincoln/Butte parcel to Open Space Sausalito for preservation as permanent open space. The Brookdale parcel will be relinquished to the City of San Rafael after the Plant Establishment Period (PEP).

Construct Retaining Wall; MRN-1 PM 10.9; On Route 1 near Stinson Beach, approximately 1.2 miles south of North Panoramic Highway - Emergency Directors Order Contract (EA: 04-4K240-S1)

Scope: Construct retaining wall.

Cost Estimate: \$18.5M (Construction Capital)

Schedule: Project was awarded on February 26, 2017. Completion of the construction contract is anticipated in April 2020.

The DO was amended to accommodate new damage at the site. The project requires one-way traffic control.

February 2020

TAM Board Meeting Caltrans Report

Replace Culvert & Repair Washout; MRN-1 PM 22.7/22.8; On Route 1 near Olema, at Giacomini Creek - Emergency Directors Order (EA: 04-4K850)

Scope: Construct a box culvert (PM 22.78) and install sheet piles (PM 22.8).

Cost Estimate: \$4.2M (Construction Capital)

Schedule: Emergency Directors Order (DO) approved on April 12, 2017. Construction is substantially complete. Completion of the construction contract is anticipated in May 2020 after the Plant Establishment Period (PEP).

Scour Mitigation; MRN-101 PM 15.35; On Route 101 at Miller Creek Bridge (EA: 04-4G871)

Scope: Scour mitigation.

Cost Estimate: \$1.0M (Construction Capital)

Schedule: Construction has been completed. The contract will be accepted in Fall 2021 after a 3-year Plant Establishment Period (PEP).

Bicycle/Pedestrian Facility on Richmond-San Rafael Bridge; CC/MRN-580 PM CC 0.0/ 4.8 & MRN 4.8/7.8; On Route 580 at Richmond-San Rafael Bridge (EA: 04-2J680 – Contract 2)

Scope: Extend the bicycle/pedestrian path across the Richmond-San Rafael Bridge and to complete connections to the existing Bay Trail segments on the Marin County side of the Richmond-San Rafael Bridge. The bidirectional path will be located on the right shoulder of the westbound 580 (upper deck). The path project is a pilot program that will evaluate usage of the path by bicyclists and pedestrians.

Cost Estimate: \$40.0M (Construction Capital)

Schedule: Completion of the construction contract is anticipated in Spring 2020. The path was open to traffic in November 2019.

The Bay Area Toll Authority (BATA) is the lead for this project, and the project is being implemented via an encroachment permit. This bike path of this project will connect to the bike path to be built by EA 0Q273.

Install Concrete Barrier; MRN-101 PM 475/5.60; On northbound Route 101, from Strawberry Pedestrian Overcrossing (POC) to Tiburon Blvd. off-ramp (EA: 04-4H980)

Scope: Install a concrete barrier along state right-of-way between northbound Route 101 and Redwood Highway Frontage Road.

Cost Estimate: \$6.1M (Construction Capital)

Schedule: Construction contract awarded on January 2, 2019, Construction commenced in March/April 2019 after the rainy season, and completion of the construction contract is anticipated in March 2020.

The project was expedited by one year due to a recent accident at the project site. Construction of the safety barrier has been completed.

Marin 101 Ramp Metering - Phase 1; MRN-101 PM 0.0/9.0; On northbound Route 101, at various locations from north of GGB to Route 580 (EA: 04-15161)

Scope: Install ramp metering equipment and TOS elements at 10 locations from GGB to San Francis Drake Blvd., including ramp widening at three locations. TOS element includes changeable message signs, salvage/removal of wireless magnetometer vehicle detection sensors, and installation of inductance loops.

Cost Estimate: \$6.9M (Construction Capital)

Schedule: Construction contract was awarded on December 17, 2018, Construction started in April 2019 and completion of the construction contract acceptance is anticipated in Fall 2020.

The project also widens Route 131 from North Knoll Rd. to northbound Route 101 on-ramp to address congestion on Tiburon Blvd. TAM presented the project to Mill Valley City Council on May 6, 2019.

February 2020

TAM Board Meeting Caltrans Report

Regrade and Replace Pavement, Construct Temporary Flood Wall; MRN-37 PM 11.3/11.7; On Route 37, near Novato, from the Route 101 separation to Atherton Avenue (EA: 04- 3Q914)

Scope: Regrade and replace pavement and construct a temporary flood wall.

Cost Estimate: \$3.0M (Construction Capital)

Schedule: Emergency Directors Order (DO) approved on February 16, 2019. Completion of the construction contract is anticipated in March 2020.

A request for supplement DO is being requested for additional work to address flooding.

Millerton Gulch Bridge Scour Mitigation; MRN-1 PM 33.4; On Route 1, near Point Reyes Station, at Millerton Gulch Bridge – environmental monitoring and off-site mitigation (EA: 04-0J570)

Scope: Follow-up onsite environmental monitoring, and off-site mitigation.

Cost Estimate: \$860K (Construction Capital)

Schedule: Construction started in Summer 2019 and completion of the construction contract is anticipated in Summer 2023.

Emergency Directors Order (DO) project performed the scour mitigation work. This project was down-scoped to a follow-up off-site mitigation and environmental mitigation project with a 5-year plant establishment and monitoring period.

Muir Fire Damage Repair; MRN-1 PM 33.4; On Route 1, near Stinson Beach, from Cold Stream Road to 0.2 miles south of Lone Tree Creek. (EA: 04-2AC20)

Scope: Replace timber lagging, repair drainage, install erosion control, replace AC pavement.

Cost Estimate: \$5.6M (Construction Capital)

Schedule: Construction is delay and will start in April 2020 and completion of the construction contract is anticipated in Summer 2020.

Director's Order, Emergency Limited Bid (ELB) project to repair damage by wildfire on Route 1

Upgrade Pedestrian Facilities; MRN-1 PM 0.02/2.0 & 0.5/0.76; On Route 1 in and near Mill Valley, at Manzanita Park and Ride lot and the intersection of Almonte Blvd. (EA: 04-2G690)

Scope: Upgrade curb ramps, and construction new curb ramps as per current ADA standards.

Cost Estimate: \$1.98M (Construction Capital)

Schedule: Construction will start in March 202 completion of the construction contract is anticipated in Fall 2020.

The project was coordinated with Golden Gate Transit and Marin Transit for bus stop relocation improvements.

OTHERS

- Caltrans is working with the County of Marin Phase 1 of Bolinas Lagoon project.
- Caltrans maintenance restored the drainage system (culverts and ditches) along the Bolinas Lagoon to prevent recurring flooding on Route 1 prior to 2018 winter (EA 3Q020). Caltrans is working with the County and local elected officials to find solutions to flooding and vegetation management issues along Route 1.

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DATE: February 27, 2020

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Li Zhang, Deputy Executive Director/Chief Financial Officer

SUBJECT: Review and Accept the FY2018-19 COC/2019 TAM Annual Report (Action), Agenda Item No. 8

RECOMMENDATION:

The Board provides input and authorizes staff to finalize and distribute the FY2018-19 Citizens' Oversight Committee (COC)/2019 Transportation Authority of Marin (TAM) Annual Report.

Staff would like to thank the COC for its guidance and support during the FY2018-19 COC/2019 TAM Annual Report development process, especially the guidance and dedication of the members who served on the FY2018-19 COC/2019 TAM Annual Report Sub-Committee: Members Allan Bortel, Charley Vogt, Joy Dahlgren, Kevin Hagerty and Zack Macdonald.

BACKGROUND:

In accordance with the Measure A/AA 1/2-Cent Transportation Sales Tax Expenditure Plans and the Measure B \$10 Vehicle Registration Fee Expenditure Plan, the Citizens' Oversight Committee (COC) is required to develop and distribute an annual report to the public in Marin each year to report the spending of the Measure A/AA and Measure B funding as well as project/program achievements.

DISCUSSION/ANALYSIS:

New Look of the Annual Report

Prior to 2014, TAM was producing two annual reports every year, one as the TAM Annual Report and one as the COC Annual Report. The TAM Annual Report was on a calendar year base and covered TAM's project/program achievements and highlighted its upcoming activities, both as the Congestion Management Agency (CMA) and as the transportation sales tax administrator. On the other hand, the main purpose of the COC Annual Report is to report the results of the agency's annual financial and Measure A Compliance audit results and the accomplishments of all Measure A and Measure B (when it was passed in 2010) projects and programs. In 2014, to rebalance the competing public outreach work needs of the agency and with the confirmation that the COC Annual Report alone was sufficient to meet the annual reporting needs, the development of the TAM Annual Report was discontinued.

However, over the past two years, various COC members have shared with staff the value of being able to share with the public in Marin not only the Measure A/AA and Measure B related project/program

achievements and activities but all the critical projects, programs and planning activities that TAM is carrying out for the County. More specifically, the COC strongly agreed that a map illustrating all major capital projects in the County would be very informative for the residents in Marin and a great tool that the COC members can use to reach out and educate the general public.

Taking all those suggestions into consideration, staff redesigned this year's report so it serves both as the FY2018-19 COC Annual Report and the 2019 TAM Annual Report. This new structure of the report allows the coverage of all TAM's transportation project, program and planning activities, while meeting the report requirements of the Measure A, Measure AA and Measure B Expenditure Plans. This year's report also includes a "Marin County Projects Map" highlighting many of the critical improvements to the County's transportation network, as well as a "15 Years in Review" timeline illustrating the major achievements TAM has made in the past 15 years. The following sections are presented in the FY2018-19 COC/2019 TAM Annual Report in an effort to provide a complete picture of all transportation related work happening in the County:

- Letter from the TAM Board Chairperson
- Background/Overview
- Message from the COC Chairperson
- Funding
- Projects
- Transit
- Programs
- Planning and Coordination
- Community Engagement
- Featured COC Member of the Year

Distribution Plan

The COC annual report has been a key outreach tool for TAM. TAM will use the FY2018-19 COC/2019 TAM Annual Report to reach out to the community and confirm to the public that the Measure A/AA ½-Cent Transportation Sales Tax funds and the Measure B \$10 Vehicle Registration Fee funds are being spent in accordance with the voter-approved Expenditure Plans, as well as to educate the general public about not only the Measure A/AA and Measure B related project/program achievements and activities but all the critical projects, programs and planning activities that TAM is carrying out for the County. Below is the distribution plan for the hard copies. The report will also be available on TAM's website and will be electronically distributed through social media tools, such as Facebook, Twitter, etc.

- Distribute the report to Libraries/City/Town/County Civic Center
- Distribute the report to active committees and partners in transportation including the following:
 1. TAM Technical Advisory Committee
 2. TAM Bicycle/Pedestrian Advisory Committee
 3. School Districts
 4. Business/Chambers of Commerce
 5. Partner agencies including: Golden Gate Bridge, Highway and Transportation District, Marin Transit, and SMART
 6. Related agencies and advocacy groups: Health & Human Services, Paratransit Coordinating Council, the Marin Center for Independent Living, The Sierra Club, Marin Conservation League, and Marin County Bicycle Coalition, etc.
- Distribute the report at various transportation-related public meetings.

FISCAL CONSIDERATION:

The budget amount needed for production of the report is included in the Document Reproduction line of the FY2019-20 TAM Annual Budget. Design cost of the report is estimated not to exceed \$6,000 and additional \$6,000 is set aside for the reproduction of the hard copies.

NEXT STEPS:

With the acceptance of the TAM Board, staff will finalize the FY2018-19 COC/2019 TAM Annual Report and release it to interest groups, local agencies, advocacy organizations and Marin residents in March 2020.

Staff will also prepare a press release on the FY2018-19 COC/2019 TAM Annual Report.

ATTACHMENT:

Draft FY2018-19 COC/2019 TAM Annual Report

Insert 1 - 15 Years in Review Timeline

Insert 2 – Key Capital Improvement Projects

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DATE: February 27, 2020

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Scott McDonald, Senior Transportation Planner

SUBJECT: Marin-Sonoma Bike Share Pilot Program Update (Discussion), Agenda Item No. 9

RECOMMENDATION

Discussion Item. Receive a presentation regarding the Marin-Sonoma Bike Share Pilot Program that TAM is overseeing in partnership with the Sonoma County Transportation Authority (SCTA).

In July 2018, TAM entered into a cooperative agreement with SCTA regarding the bike sharing pilot program based on a grant from the Metropolitan Transportation Commission (MTC). Under the cooperative agreement, SCTA is the contracting entity for bike sharing services. As such, SCTA approved an agreement with Gotcha Mobility LLC on February 10, 2020 as the operator selected through the procurement process for the program. To assure consistency with the requirements of the cooperative agreement, TAM staff (with the concurrence of County Counsel) provided input to SCTA during the procurement process.

Staff presented this item to the TAM Funding, Programs & Legislation Executive Committee this month and received valuable input and guidance.

BACKGROUND

As bike share programs were expanding throughout the country, initial work to explore the viability of a bike share program in Marin County took place in 2012 when TAM formed a Bike Share Advisory Working Group and commissioned a feasibility study to consider opportunities, funding, and system designs for a program in Marin. The feasibility study encouraged TAM to identify grants to launch a program and also seek private sponsors for operating support, while monitoring emerging models suitable to Marin's topography and suburban landscape that would require less capital-intensive infrastructure than the traditional docking stations used at the time. With a Bike Share Ad Hoc Committee of the TAM Board created to review progress, TAM subsequently sought sponsorship pledges which confirmed potential private support, while advancing discussions with SCTA about a regional bike share program focused at Sonoma-Marina Area Rail Train (SMART) stations.

TAM and SCTA partnered in the summer of 2017 to submit a grant application to MTC for a bike share pilot program offering first/last-mile connections for commuters along the SMART corridor. In November 2017, MTC first announced an award of \$826,000 in federal CMAQ funds for the program. Given the administrative requirements associated with a federal grant, TAM and SCTA subsequently negotiated with MTC to ultimately receive \$826,000 in local funds from MTC reserves. SCTA was designated the lead fiscal agent to sign a funding agreement with MTC, and TAM and SCTA signed a separate cooperative agreement for joint oversight of the program in July 2018.

Working together TAM and SCTA initiated a contractor procurement process by releasing a Request for Information (RFI) to initially identify the latest technologies, models, and costs for bike share vendors along with the size and appropriate system. Based on input from the RFI process, the Marin-Sonoma Bike Share Program Request for Proposals (RFP) was issued to solicit proposals to implement and operate a 300-bike share program using Global Positioning System (GPS) enabled technology.

The RFP yielded eight proposals which were reviewed by a review committee. The committee included staff from the following agencies: TAM, SCTA, City of Santa Rosa, City of Petaluma, City of Novato, City of San Rafael, and SMART. Three interviews were conducted, and the committee recommended the selection of Gotcha Mobility, LLC (Gotcha Mobility) as the operator of the Marin-Sonoma Bike Share Program.

TAM and SCTA staff negotiated the scope of the program with Gotcha Mobility to develop the contract approved by the SCTA Board this month. With this agreement in place, Gotcha Mobility will now begin program development to launch the program.

DISCUSSION

The Marin-Sonoma Bike Share Program has been scoped to include a fleet of 300 electric bikes under the agreement with Gotcha Mobility, along with an optional task to expand the system with an additional 50 electric bikes dependent upon future demand and system performance. The initial system network will be established through a demand analysis considering densities around SMART stations, a survey of potential sites with participating agencies, and through soliciting input from the public to confirm appropriate distribution of bikes.

Program Development & Coordination

The program will include participation from the City of Santa Rosa, City of Rohnert Park, City of Cotati, City of Petaluma, City of Novato, City of San Rafael, City of Larkspur, and SMART through a technical advisory committee, with potential expansion to additional nearby public agencies with properties along the corridor. Participating agencies and properties will be confirmed along with their respective roles and responsibilities within the coming months. Staff representatives which included public works and transportation professionals from the abovementioned agencies convened as a technical advisory committee in January and will continue to meet regularly as the program develops.

SCTA and TAM are in the process of developing a coordination agreement modeled after the agreement that MTC utilized for the Bay Area Bike Share Program it manages. The purpose of the coordination agreement is to establish roles and responsibilities of the participating agencies, SCTA, TAM and the operator, as well as a process for new jurisdictions to join the program as it matures. SCTA and TAM will be seeking input on the coordination agreement from the technical advisory committee and developing a process for agencies involved to seek approval for participation in the program prior to initial operations.

Prior to launching the system, Gotcha Mobility will:

- Develop and implement a customized outreach and marketing campaign;
- Establish local warehouse spaces and rebalancing vehicles;
- Procure and install equipment;
- Develop website and branding; and
- Hire local staff to manage, operate, and maintain the system.

In addition to working closely with the technical advisory committee, Gotcha Mobility will work with each participating agency directly to explore locations for bikes within its respective jurisdiction.

Program Operating Period

While MTC's grant was initially established to specifically support bike share capital equipment costs, SCTA and TAM reached an agreement with MTC to allow for a leasing or use arrangement of a bike share system during a pilot period rather than requiring the purchase of equipment that may become outdated with rapid technology development. The pilot program under the agreement with Gotcha Mobility will cover a three-year operating period to initially include 300 electric bikes with an optional task of adding up to 50 more bikes after the initial network is established. The contract total is for \$826,000 (the full amount of the MTC Grant) which includes a \$165,000 optional task for system expansion with the 50 additional bikes.

During the three-year operating period, Gotcha Mobility will receive revenue from ridership as well as sponsorships and advertising, with the goal of building a program which is self-sustaining without additional public funding after the completion of the three-year pilot program. TAM and STCA will provide the contractor with information regarding previously expressed interest among potential sponsors. Program expansion above and beyond the scope of the contract, either within or outside the pilot service area, will not be precluded through the contract but would require negotiations directly between local agencies and the operator for additional bikes and services.

Riders will be able to access the bikes at hubs throughout the SMART corridor by using the Gotcha Mobility smart phone app or Clipper® card with memberships. Gotcha Mobility will also work with local organizations to set up memberships for individuals without access to smart phones or Clipper® cards. The program will be promoted heavily by Gotcha Mobility throughout Marin and Sonoma to build ridership and promoted through the local outreach departments of the participating agencies.

FISCAL IMPACTS

The MTC Bike Share Funding Agreement provides \$826,000 to SCTA for the implementation of a bike share pilot program. A complementary Cooperative Agreement between TAM and SCTA, approved by the TAM Board in July 2018, established a shared funding and project management arrangement based on the grant award from MTC. This provided that \$413,000 of the funds in the MTC Bike Share Funding Agreement will be used for TAM on behalf of agencies in Marin to benefit the Marin County portion of the program. The remaining half of the funds would be for the benefit of Sonoma County. It also clarified that SCTA and TAM must provide a local match of 11.47% or \$94,700, which can be covered through in-kind staff time divided between the two agencies. Since SCTA was designated as the fiscal agent by MTC, SCTA will provide reimbursement requests to MTC for expenditures billed by the operator. Therefore, other than staff time associated with implementing the program, there is not a direct budget impact for TAM based on the program funding structure.

NEXT STEPS

TAM and SCTA staff will work with Gotcha Mobility on program development to launch the pilot program. This will also require working with Gotcha Mobility and the technical advisory committee to finalize a service area analysis to confirm the public right-of-way necessary for bike share parking, along with the distribution of bikes. With input from the technical advisory committee, a coordination agreement will also be developed and approved by each of the participating agencies. As the program develops, TAM staff will continue to provide progress reports to the TAM Board.

ATTACHMENTS

Power Point Presentation

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Item 9 - Attachment



Marin-Sonoma Bike Share Pilot Program

TAM BOARD MEETING
February 27, 2020



Making the Most out of Marin Transportation Dollars



Bike Share Pilot Program Goals

- Support transit ridership by providing new first and last mile option near SMART stations
- Support VMT and GHG reduction goals
- Support Marin employers and employees
- Provide additional alternative transportation option for the public
- Reduce automobile dependency



Program Overview

- Joint Marin (TAM) and Sonoma (SCTA) program oversight
- Focus at SMART stations and key destinations, including downtowns and employment centers
- 300+ bicycles in 7 cities along the SMART Corridor, may include additional properties or jurisdictions based on demand analysis
- Participating agencies: SMART, Santa Rosa, Rohnert Park, Cotati, Petaluma, Novato, San Rafael, Larkspur, and may expand to include additional partners
- Demand analysis and input from Technical Advisory Committee (TAC) and public outreach to establish network
- MTC Grant \$826k, in-kind match from SCTA/TAM



Process to Date



Bike Share Procurement Process

- Eight proposals submitted by Bike Share Operators
- Three companies were selected for interviews
- Review Panel included staff from TAM, SCTA, Santa Rosa, Petaluma, San Rafael, Novato, SMART
- Gotcha Mobility was recommended by the review panel



MARIN-SONOMA BIKE SHARE PROGRAM



gotcha

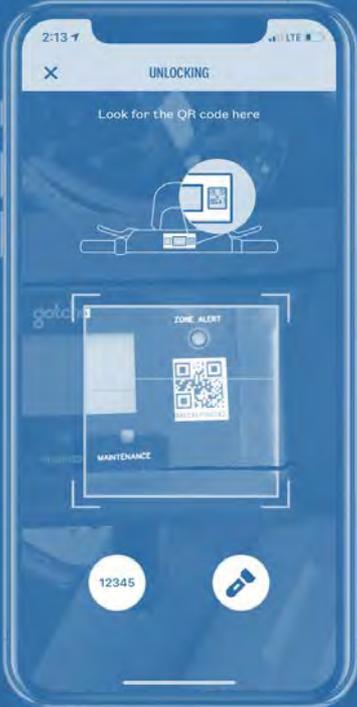




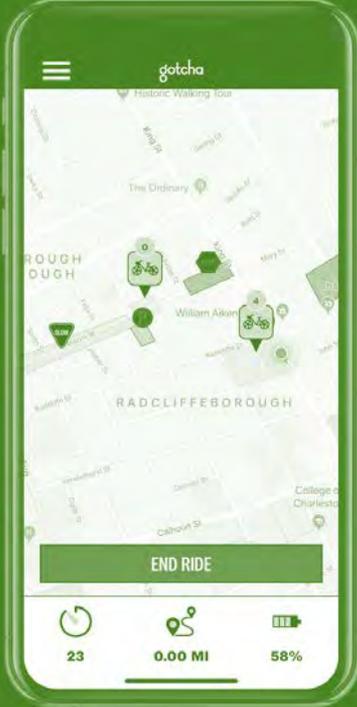
FIND YOUR E-BIKE.



UNLOCK AND HELMET UP.



RIDE ON.



LOCK UP AND END YOUR RIDE IN THE APP.





PHASE ONE:

- Execution of legal agreement*
- Execution of coordination agreement*
- Gain board approval*
- Confirm asset count
- Set recurring meeting schedule to initiate project planning
- Conduct heat map analysis
- Identify key stakeholders for community outreach
- Post local job openings
- Initiate preliminary site planning

*Denotes pivotal milestone

PHASE TWO:

- Solidify rider pricing
- Complete site planning*
- Initiate community outreach
- Gain required operational approval*
- Submit required site permits for approval*
- Order station equipment*
- Develop customized marketing materials
- Kick-off interview process for full-time positions
- Explore local warehouse spaces and secure rebalancing vehicles
- Finalize launch event details
- Initiate sponsorship planning

PHASE THREE:

- Push website live
- Hire and on-board full time team members*
- Kick-off interview process for part-time team members
- Outfit local warehouse space
- Implement marketing campaign
- Schedule asset delivery and install station equipment
- Troubleshoot technology
- In-market final assembly, safety inspection, and decal installation
- Activate customer service support
- Deploy assets / push system live
- Hold launch event

PHASE FOUR: LAUNCH!

Contractor Scope of Work Summary

- \$826k Contract for launch and 3-year pilot program
- Deployment of 300 e-bikes
- Optional task to add 50 additional e-bikes
- Sponsorship and advertising revenues to be collected by contractor to assist with operations
- Hiring local staff
- Warehousing facilities and call center
- Service area and parking hub planning
- Pricing and memberships include: Pay as you go, Monthly, Bulk purchase, Low-Income option
- Provide and maintain hardware, equipment, software, app, and website

Contractor Scope of Work Summary

- Set up physical sign-up locations
- Safety program, including free or discounted helmets for members
- Equity Program with discounted memberships
- System rebalancing and maintenance
- Ongoing marketing and customer service
- Data reporting

Role of Technical Advisory Committee

- **Purpose:** coordinate activities of the program and make decisions when appropriate
- **Makeup:** one designated staff representative from each of the coordinating agencies and one from each participating agency
- **Meetings:** held regularly through launch and as needed during operations
- **Near-term Goals:** TAM, SCTA, TAC and Gotcha to establish cooperative agreement defining: roles and responsibilities of entities, sample staff reports, and resolutions for agencies to join as participating agencies
- **Ongoing Goals:** Work together on permitting and promotion of the program through launch and operations

Summary of Next Steps

- February-Summer 2020 – Participating Agencies Develop Coordination Agreement for Permitting, System Operations, Site Planning
- From Summer 2020 until Program Launch - Final Program Development through TAC Review, Launch Event for Program
- Operation of 3-Year Pilot Program
- Program to be evaluated by TAC and adjusted as needed based on demand



Questions





DATE: February 27, 2020

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
David Chan, Programming and Legislation Manager

SUBJECT: Accept Marin Transit's 2020-2029 Short Range Transit Plan and Incorporate it into the Measure AA Strategic Plan (Action), Agenda Item No. 10

RECOMMENDATION

Recommend accepting Marin Transit's 2020-2029 Short Range Transit Plan (SRTP) and incorporating it into the Measure AA Strategic Plan.

BACKGROUND

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

Both the Measure A and the Measure AA Expenditure Plans require Marin Transit to prepare an SRTP every two years, or as directed by MTC, through a planning process that includes extensive public input from all areas of the county.

The first SRTP was prepared and approved by the Marin Transit Board in March 2006 and accepted by the TAM Board as part of the Measure A Strategic Plan development in 2006. Subsequent SRTPs were incorporated into the Measure A Strategic Plan in 2009, 2012, and 2015. The last SRTP was adopted by the Marin Transit Board in 2017 and was incorporated in the 2018 Measure A Strategic Plan.

DISCUSSION

The SRTP identifies Marin Transit's accomplishments since the 2017 update and sets out activities and programs for the next ten years. The document is organized into five chapters: *System Overview, Goals, Targets & Performance, Service Plan, Capital Plan, and Financial Plan.*

This SRTP notes that very little growth in service hours is anticipated in Marin Transit's fixed route services (+1%) but a relatively significant amount of growth (+19%) is expected in the demand response programs that primarily serve older adults and persons with disabilities. As a result, this SRTP does not include significant recommendations for service changes or expansion to the fixed route services, while planning for meeting the

future needs of demand-response programs. The SRTP also notes the significant changes in mobility services in the last few years.

Marin Transit noted that the agency is in a good financial position due in large part to the passage of Measure AA in Marin County and SB1 statewide. However, the SRTP recognizes the future financial unknowns and identifies measures that Marin Transit will undertake to stabilize costs and better understand future funding. To achieve some of the goals set by the SRTP, Marin Transit will focus on the following:

- increase efficiency of operations,
- plan for the expanding need for Marin Access programs and services, and
- evaluate unfunded service needs

Marin Transit further noted in its transmittal letter (Attachment A) that it takes considerable effort to update the SRTP every two years. Marin Transit staff is proposing to streamline every other SRTP update to focus on operating, capital, and financial plan in a series of tables and less emphasis on text descriptions on the existing system. Existing public input requirements will be maintained for the full version and the streamlined version of the SRTP updates. TAM staff believes Marin Transit's proposal maintains consistency with the requirements of the Measure AA Expenditure Plan and supports the proposal moving forward.

The Marin Transit Board of Directors adopted the 2020-2029 SRTP at its February 3, 2020 meeting. Attachment B is the Executive Summary from the 2020-2029 SRTP. The entire document can be downloaded from the following link:

<https://marintransit.org/short-range-transit-plan>

Marin Transit's representatives will be at the February 27, 2020 TAM Board meeting to present a brief overview of the 2020-2029 SRTP.

ATTACHMENT

Attachment A: Marin Transit Transmittal Letter, Dated February 14, 2020

Attachment B: Executive Summary of the 2020-2029 SRTP

Attachment C: Marin Transit's PowerPoint Presentation



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supervisor district 3

February 14, 2020

Ms. Anne Richman
Transportation Authority of Marin
900 Fifth Avenue, Suite 100
San Rafael, CA 94901

SUBJECT: Marin Transit FY2020-2029 Short Range Transit Plan

Dear Ms. Richman:

Marin Transit has completed its 2020-2029 Short Range Transit Plan (SRTP) and we are submitting it to the Transportation Authority of Marin (TAM) for approval. The SRTP is the ten-year operating, capital and financial plan for our service. It sets out goals, objectives and performance targets which guide the development of local transit services. The SRTP helps direct transit capital investments and includes a plan for converting the bus fleet to all electric vehicles. The plan was developed according to the Metropolitan Transportation Commission's SRTP Guidelines and was provided to for comment and review them during its development. Marin Transit updates the SRTP every two years as required by the Measure AA Expenditure Plan.

Fixed route service levels are planned to remain constant throughout the ten-year period. Staff are considering several minor service changes to enhance service performance and efficiency. Since the last SRTP, there have been significant changes in Marin Transit's local and State operations funding. Marin Transit is in a stronger financial position due to extension of the local transportation sales tax under Measure AA and State revenues under SB 1 for operations and capital projects.

The Marin Transit Board of Directors released the draft SRTP to the public on November 18, 2019 and held a public hearing on January 13, 2020. In addition to comments provided at public meetings, public comment was received through an online comment form, mail, email, and telephone. Staff have summarized all public and stakeholder comments and provided accompanying responses in Appendix H to the SRTP.

The SRTP approved by the Marin Transit Board is available at http://marintransit.org/short_range.html.

The Executive Summary of the plan and a powerpoint presentation for the February 27, 2020 TAM Board meeting are attached here. Marin Transit staff prepares the SRTP in-house, without consulting assistance. The SRTP is used regularly throughout our work at Marin Transit. It takes considerable effort to provide this level of detail every

two years for the update. Marin Transit staff propose to continue updating the SRTP every two years; however, every other update will be streamlined to focus on operating, capital, and financial plan updates in a series of tables. Less emphasis will be placed on text descriptions of the existing system and goals, targets and performance. The streamlined SRTP will highlight key changes to these areas. Public input will be sought on the SRTP development process in both the streamlined version and the full version.

We look forward to presenting a summary of the Marin Transit 2020-2029 SRTP to the TAM Board of Commissioners on February 27th. Please contact me if you need any further information on this SRTP.

Respectfully submitted,



Nancy Whelan
General Manager

Attachments:

Marin Transit 2020-2029 SRTP Executive Summary
Powerpoint presentation to TAM Board of Commissioners, February 27, 2020

Executive Summary

An up-to-date Short Range Transit Plan (S RTP) guides Marin Transit's investments in the future. It is a living document that uses current information, financial resources, and performance targets to plan for local public transit services. The S RTP balances Marin Transit's projected costs and revenues over a five-year timeframe, and is designed to provide a ten-year vision of the future.

In 2004, Marin County voters approved a 20-year ½ cent transportation sales tax increase (Measure A) that designates 55 percent of revenues to local transit services and established goals, objectives, and performance measures. Marin voters approved the 2018 Marin County Transportation Sales Tax Renewal Expenditure Plan (Measure AA) that extends the ½-cent transportation sales tax through 2039.

Dedicated local funding enables the District to pay for and improve local bus and shuttle services and provide targeted mobility programs for Marin senior, disabled, and low-income residents. The District depends on the availability of local funding sources to secure federal, state, and regional funding for public transit operations, equipment, and facilities. Scheduled Marin Transit services encompass all bus routes that begin and end within Marin County, supplemental middle and high school trippers, community shuttles, West Marin Stagecoach, and Muir Woods Shuttle. Marin Transit provides demand response paratransit services for those eligible under the Americans with Disabilities Act (ADA) and additional mobility management programs to expand travel options and serve seniors who no longer drive. In all cases, Marin Transit anticipates the needs of Marin County's diverse travel markets and delivers cost-effective, targeted service options. Marin Transit is a future-oriented mobility manager.

Marin Transit Services and Programs

With approval of Measure A, the District developed the county's first local transit service plan as part of the 2006 Short Range Transit Plan. The local service plan was designed to enable local riders to travel more efficiently to reach work, school, and health care destinations with fewer transfers. Marin Transit has continued to refine the route structure to anticipate and serve the needs of local riders, improve service efficiency, and establish a system to evaluate performance by service type.

The District's bus and shuttle services carry over 3.2 million passenger trips each year, and are organized by program and service type. The five program areas are: local fixed route, community shuttle, supplemental school, rural fixed route, and the Muir Woods Shuttle. Service type refers to the purpose of individual routes and their intended markets. Marin Transit develops and delivers a family of services to accommodate the diverse transportation needs of Marin residents.

Marin Transit contracts out all its operations in five program areas – Big Bus, Community Shuttle, Rural and Seasonal, Special Needs, and Yellow Bus. Marin Transit initiated an innovative mobility management program, Marin Access, in 2008 to develop and deliver efficient travel options and improve information for senior and disabled residents. Since 2009, the District operates the award-winning seasonal Muir Woods Shuttle that keeps vehicles off narrow mountain roads, relieves congestion, and improves the experience of visitors from across the United States and around the world. This is accomplished through an ongoing partnership with the National Park Service.

Marin Transit works with many schools in Marin County to offer and manage supplemental transit and yellow bus services for students. These school service trips reduce roadway congestion during peak travel hours. The District offers a reduced-price Youth Pass for riders 18 and under that provides unlimited rides on all local transit services within Marin County. Free Youth Passes are provided to students of eligible families with demonstrated income hardships.

Under the umbrella of Marin Access, Marin Transit has a variety of programs that serve the transportation needs of older adults and those with disabilities. A team of Travel Navigators coordinate and match four mobility programs with eligible riders. These include local paratransit, travel training, volunteer driver, and subsidized taxi (Catch-A-Ride). The travel navigators provide trip planning and technical assistance so that riders can select the most appropriate option to make their trips. Delivery of Marin Access services is supported by the Measure A local transportation sales tax and the Measure B vehicle license fee. Measure B designates funds specifically to expand and enhance transportation services for senior and disabled residents.

Who Does Marin Transit Serve?

The table below is presented in Chapter 1 and compares the results of passenger surveys conducted on Marin Transit services in 2005, 2008, 2012, and 2017 with recent data on the demographics of Marin County residents.

The comparison highlights significant differences in transit riders from the average Marin County resident in income and race. Compared to the rest of the County, Marin Transit local riders have a significantly lower income level and a lower proportion of riders identify themselves as Caucasian/White. About 35 percent of Marin Transit local riders earn less than \$25,000 a year, while the majority of Marin County residents (63 percent) are at the other end of the range earning \$75,000 or more.

In addition to an overview of the District's services, partner agencies, and capital assets, Chapter 1 summarizes the findings from local transit needs and countywide market assessments. The findings identify the characteristics of those who are likely to use local transit services in the future. The recommendations from each of these studies significantly inform the SRTP service planning priorities.

Category	Transit Rider (Onboard Survey Results)				Marin County % ⁽¹⁾
	2005	2008	2012	2017 ⁽²⁾	
Age					
Persons under 18 years old	18%	25%	21%	11%	20%
Persons between 18 and 65 years old	78%	70%	72%	80%	60%
Persons 65 years old and older	4%	5%	7%	9%	20%
Gender					
Female	48%	46%	49%	44%	51%
Male	52%	54%	51%	56%	49%
Household Income					
Under \$25,000	51%	61%	57%	35%	12%
\$25,000 to \$49,999	28%	18%	20%	24%	13%
\$50,000 to \$74,999	10%	8%	7%	12%	12%
\$75,000 or more	10%	13%	16%	29%	63%
Race					
Hispanic	n/a	49%	43%	52%	16%
Caucasian/White	n/a	36%	39%	29%	72%
African American	n/a	9%	7%	7%	2%
Asian	n/a	8%	5%	5%	6%
Other	n/a	5%	6%	7%	4%

Source: (1) U.S. Census Bureau, 2013-2017 American Community Survey, (2) 2017 onboard survey did not include Supplemental school routes that were included in previous survey efforts.

Service Types and Productivity

Marin Transit has developed and applied categories of service by program and function. This system provides a means to establish performance standards and better design services in various parts of the county based on the profile of the travel market served and ridership levels. Chapter 1 provides a description of how the District defines these service types and the transit vehicles assigned to them.

Marin Transit Priorities and Performance Measurements

The Measure AA expenditure plan calls for Marin Transit to update this Short Range Transit Plan every two years so that the District will more effectively respond to the changing transit needs of all who travel within the county. The expenditure plan distributes transit funds within four categories:

- Maintain and expand local bus transit service
- Maintain and improve the rural bus transit system
- Maintain and expand transit service and program for those with special needs
- Invest in bus transit facilities for a clean and efficient transit system

As required in Measure AA, the transit planning process employs extensive public input from all areas of the county and bases investments on an analysis of measurable performance criteria. The Metropolitan Transportation Commission also compels transit operators to prepare an SRTP every four years, and this SRTP update addresses their requirements. Through Marin Transit’s short-range planning process, the District has established a system for evaluating the performance of its services and programs that refers to and builds on the eight criteria established in the Measure AA plan. The District organizes these measures into four categories to evaluate the performance of its services and programs as follows:

1) Systemwide Performance:

- a. Relieves congestion and provides mobility as measured in total ridership;
- b. Ensures high levels of customer satisfaction with services;
- c. Provides accessible and reliable transit services with Marin County;
- d. Ensures services are provided in a reliable manner;
- e. Provides service levels to prevent overcrowding;
- f. Promotes environmental justice based on demographic analysis; and
- g. Meets cost efficiency standards based on cost per revenue hour.

2) Corridor-Level Performance

- a. Provides adequate service frequency in priority transit corridors;
- b. Provides adequate span of service in priority transit corridors; and
- c. Provides competitive travel times to promote transit usage.

3) Route-Level Performance:

- a. Meets service typology productivity standards based on passengers per hour;
- b. Meets service typology cost effectiveness standards based on subsidy per passenger trip; and
- c. Establish funding agreements for Partnership services.

4) District Performance:

- a. Attracts outside funding sources, including federal and state revenue, as well as discretionary grants and other local funds;
- b. Operates the system in a manner that encourages public involvement and participation; and
- c. Maintains a capital plan to minimize air quality issues and provide quality amenities and vehicles

Chapter 2 of the SRTP provides detail on each Marin Transit goal and performance target. The District develops a monthly systemwide report, a quarterly route performance report, and an annual summary report that summarize operational and financial performance for the Board of Directors. These reports are available for viewing on the website: www.marintransit.org

Service Plan Goals within the Short Range Transit Plan

The District is planning for very little growth in the District’s fixed route services (+1%) and a relatively significant amount of growth (+19%) in the demand response programs that primarily serve older adults and persons with disabilities. The ten-year plan projects that operational expenses will outpace revenues in year three, District finances will remain stable over the ten years and support current and planned service levels.

This service plan recognizes a number of challenges and opportunities. These include:

- Lack of permanent operations and maintenance facilities;
- Attracting and retaining labor, including drivers and maintenance staff;
- Supporting transportation for special needs populations; and
- Defining transit’s priority within the county’s transportation hierarchy.

To respond to these challenges, Marin Transit has:

- Benefited from an extension to the local transportation sales tax (Measure A/AA) for an additional 30 years;
- Continued to diversify the District's planning and operations to better match service levels to demand;
- Controlled costs through competitive bidding;
- Leveraged regional transit expansion activities;
- Provided congestion relief through student transportation services, and
- Evaluated potential private sector partnerships to increase and expand mobility.

Additional opportunities will be recognized with improvements in regional transit, student transportation, and other alternative transportation options within the County. Further description of these challenges and opportunities as well as detailed funded and unfunded projects are included in Chapter 3 and Appendix C of the Plan.

Marin Transit Capital and Financial Plans

Delivering safe and cost-effective transit service requires adequate numbers of well-maintained vehicles, bus stops, and other supportive capital facilities and equipment. The capital plan addresses clean-fueled and electric vehicles, bus stop amenities and accessibility, major transfer locations, passenger information, and communications. The District has established a program of expenditures that identifies sufficient funding sources and the expected timeframe for each project. The capital plan also describes needed capital projects that will require additional funds - as unfunded capital needs.

The SRTP provides a ten-year plan for local and rural bus and shuttle routes and Marin Access programs based on projections of annual service hours and miles for each service category.

Marin Transit is currently in a strong financial position with a fully funded operations reserve, equivalent to six months of operations expenses. For operations, costs include contract services by program, fuel and communications, and customer service. Marin Transit draws from a variety of sources to pay for these services. These include local Measure AA and Measure B transportation funds, state gas tax funding under SB1, state transit assistance and transit development funds, federal grants for rural and lifeline services, and fares.

Appendix B of the SRTP evaluates the District’s fare policy structure, and is proposing updates current fare policy jointly with changes to Marin Access eligibility thresholds and low-income fare assistance program. These recommendations are included in the fare revenue projections.

The SRTP financial plan maintains the Marin Transit Board-adopted District reserve levels throughout the ten years. Chapters 4 and 5 describe the updated short-range capital and financial plans in detail.

Where is Local Transit Going in the Future?

This SRTP service plan is the basis for the ten-year financial and capital planning. The plan identifies delivery challenges and opportunities, and aligns them to financial projections to estimate the state of local transit in Marin County over the ten-year period. While currently in good financial health, the District is not forecasting significant growth until future financial and operating uncertainties are better defined.

The District also recognizes that mobility services are in the midst of radical changes and transit needs to respond to these changes. New technologies will reshape the transportation sector, and offer additional options for travel and car-free lifestyles. However, these technologies may not serve the general public in areas where public transit currently succeeds, particularly in terms of congestion relief and providing transportation for highly transit-dependent populations.

There are opportunities for public transit to be part of the solution alongside private and non-profit partners. Staff participates in ongoing discussions with these sectors to understand and identify opportunities for successful partnerships that can leverage technology and policy changes to improve local transit offerings and serve the mobility needs of all Marin residents. For example, Marin Transit anticipates that there will be a partnership to support on-demand mobility within the first year of the Plan.

To achieve the goals laid out in this plan, Marin Transit will focus on these initiatives:

Increase Efficiency of Operations

The District strives to create cost-neutral service expansion through increasing efficiency. Staff reassess route schedules and their alignments with current peak/off peak runtimes, and restructure routes that have excess time when the bus is out of service. Newly purchased scheduling software enables the District to closely assess current and proposed bus and shuttle schedules.

Plan for the Expanding Need for Marin Access Programs and Services

Marin County's older adult population is projected to increase by 25 percent over the next ten years. Marin Access programs provided almost 160,000 passenger trips in fiscal year 2017-18, and the number will increase in proportion with the numbers of residents reaching age 65 and above. Individualized transit services are by their nature expensive to provide, and the most expensive is door-to-door paratransit utilized by most Marin Access customers. The District will continue to plan for the expansion of these services while implementing or enhancing programs and policies intended to contain costs. The SRTP accommodates and manages future growth related to senior and Americans with Disabilities Act-eligible riders and evaluates current service options, usage, and funding. Priorities include:

- Maximize the use of electronic scheduling software to increase service and efficiency;
- Provide more robust paratransit service to area outside the ADA-mandated geographic service area;
- Develop a more robust, accessible same-day service;
- Evaluate fare policies and eligibility criteria for Marin Access programs;
- Pursue effective partnerships to test and support innovative modes and services;
- Establish a wider audience for services; and
- Support new and expanded volunteer driver programs within the county.

Marin Transit anticipates a 19 percent increase in ridership over the next ten years on current Marin Access services as Marin's senior population continues to grow. As demand for these services grows, the District must allocate a higher percentage of its budget to support these programs.

Evaluate Unfunded Service Needs

The SRTP Appendix C lists future service improvements as needs that are not funded within the Plan. These have been developed through analysis of:

- Input from riders (Bus Passenger Advisory Committee, comment cards, driver feedback, etc.);
- Input from Stakeholders (Partner agencies, local cities and towns, etc.);
- Current and previous planning studies;
- Changes in transportation market conditions; and
- Changes in demographics

Funded or unfunded, Marin Transit evaluates each service need based on the Measure AA performance criteria for transit investments. Appendix C includes the results of this evaluation for improvements that will require additional and financially sustainable funding to operate.

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Attachment C



Marin Transit Short Range Transit Plan 2020-2029

TAM Board of Commissioners

February 27, 2020

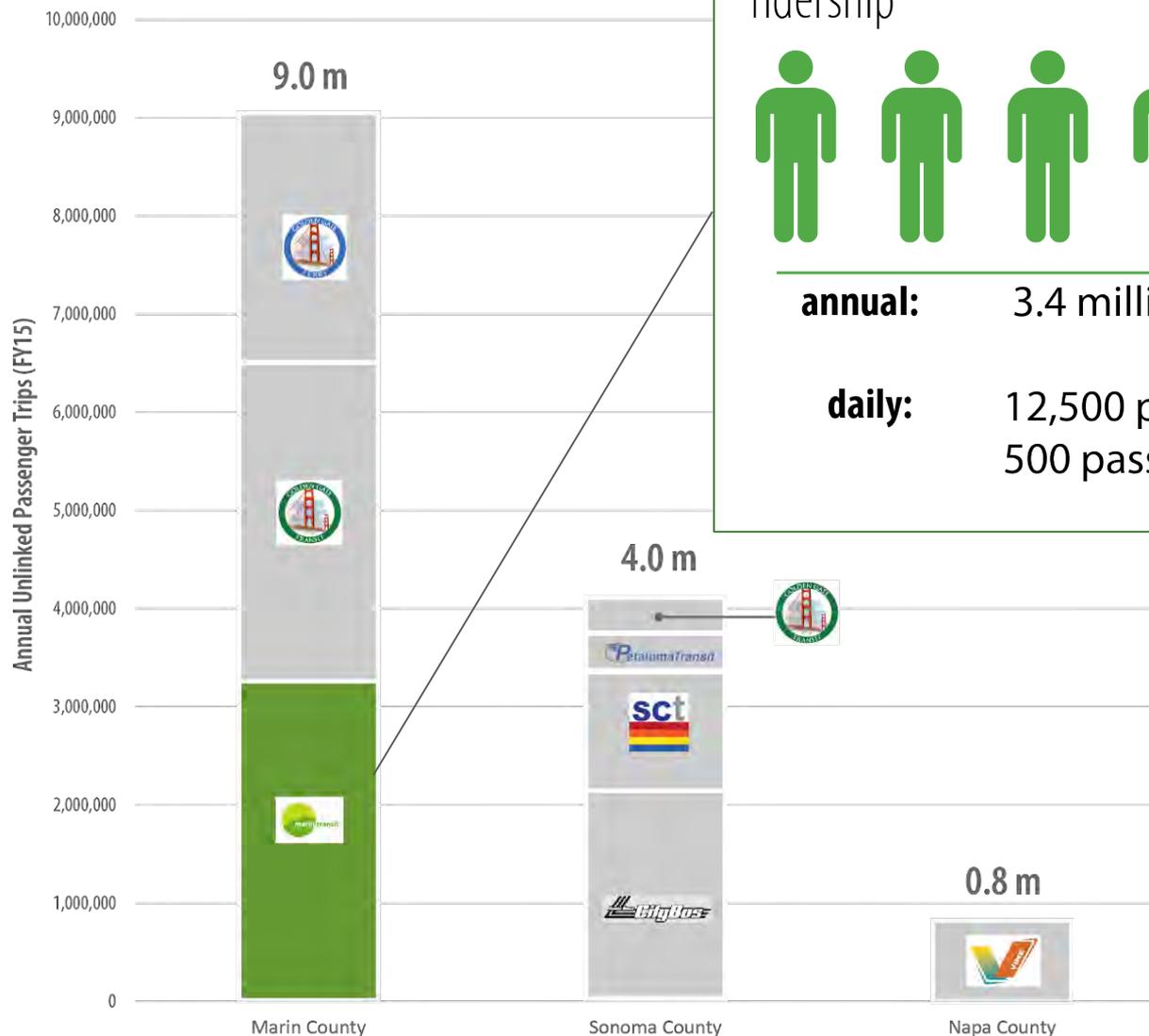
- **10-year plan** for transit service delivery
- **Guiding framework** for performance monitoring, service delivery, capital priorities, and financial planning
- Roadmap highlighting local (Measure AA) and regional **funding needs**
- Updated every two years and approved by the **Marin Transit Board of Directors** and the **TAM Board of Commissioners**



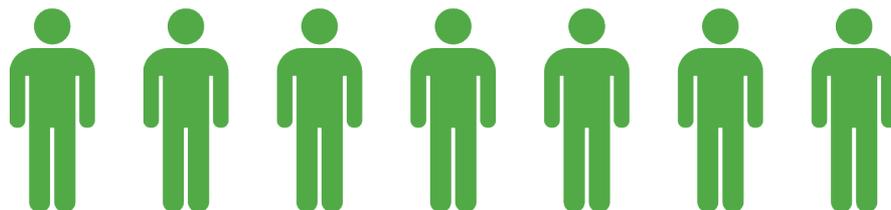
Marin Transit Overview

transit ridership

bus and ferry



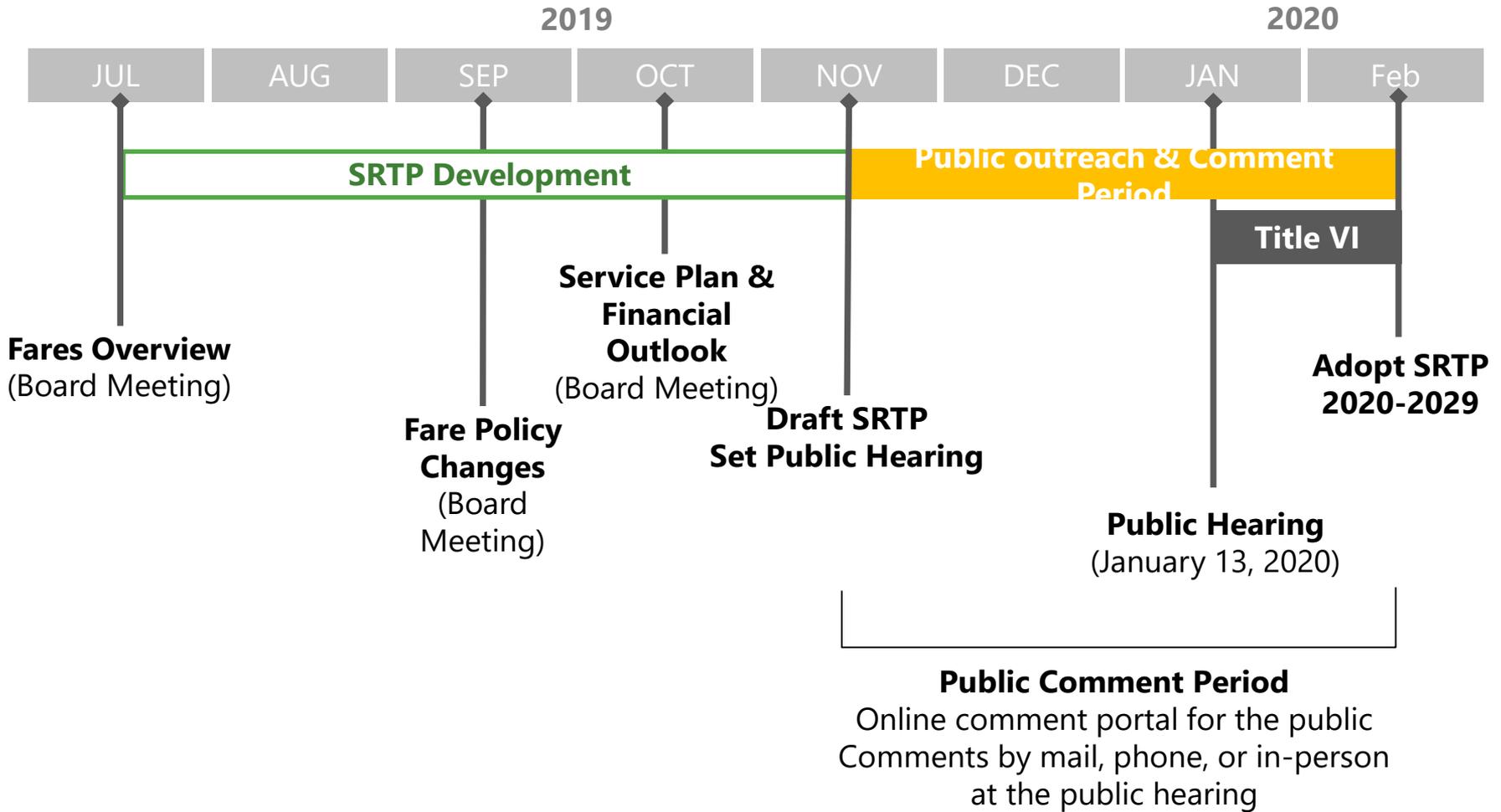
ridership



annual: 3.4 million passenger trips

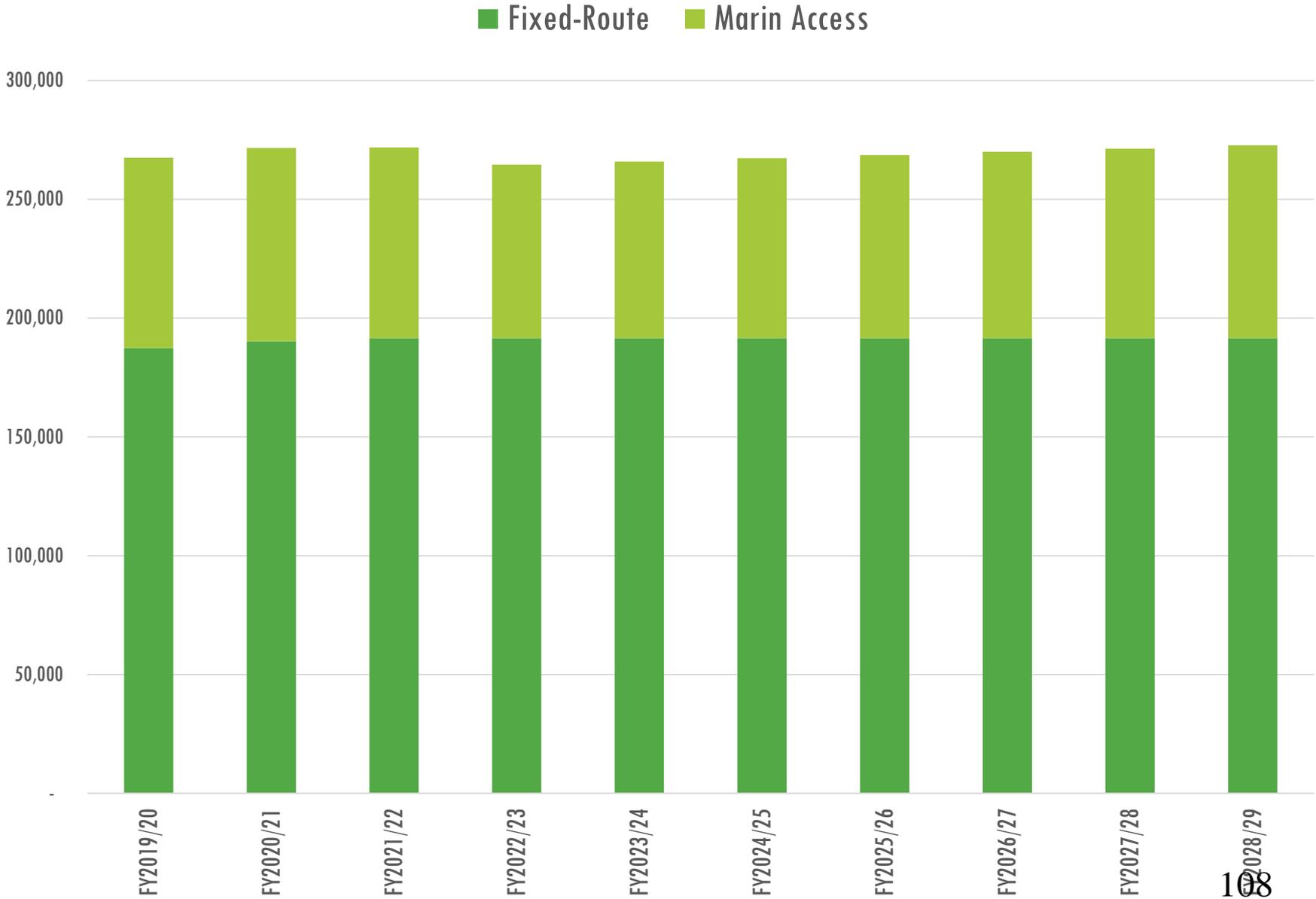
daily: 12,500 passenger trips (bus)
500 passenger trips (marin access)

Marin Transit S RTP 2020-2029



- **Good Financial Condition**
- **Strong Financial Certainty**
 - Measure AA local transportation sales tax reauthorization
 - New state funding from the gas tax increase (SB 1)
- **Stable Service Levels (limited expansion)**
 - Maintain Yellow Bus program allocations
- **Invest in Capital to Stabilize Operations and Reduce Ongoing Costs**
 - Operations & Maintenance Facility (all services)
- **Evaluate Partnership Opportunities to Expand Service**
 - Support first / last mile connections
 - Integrated trip planning + advanced technology

10-Year Service Levels

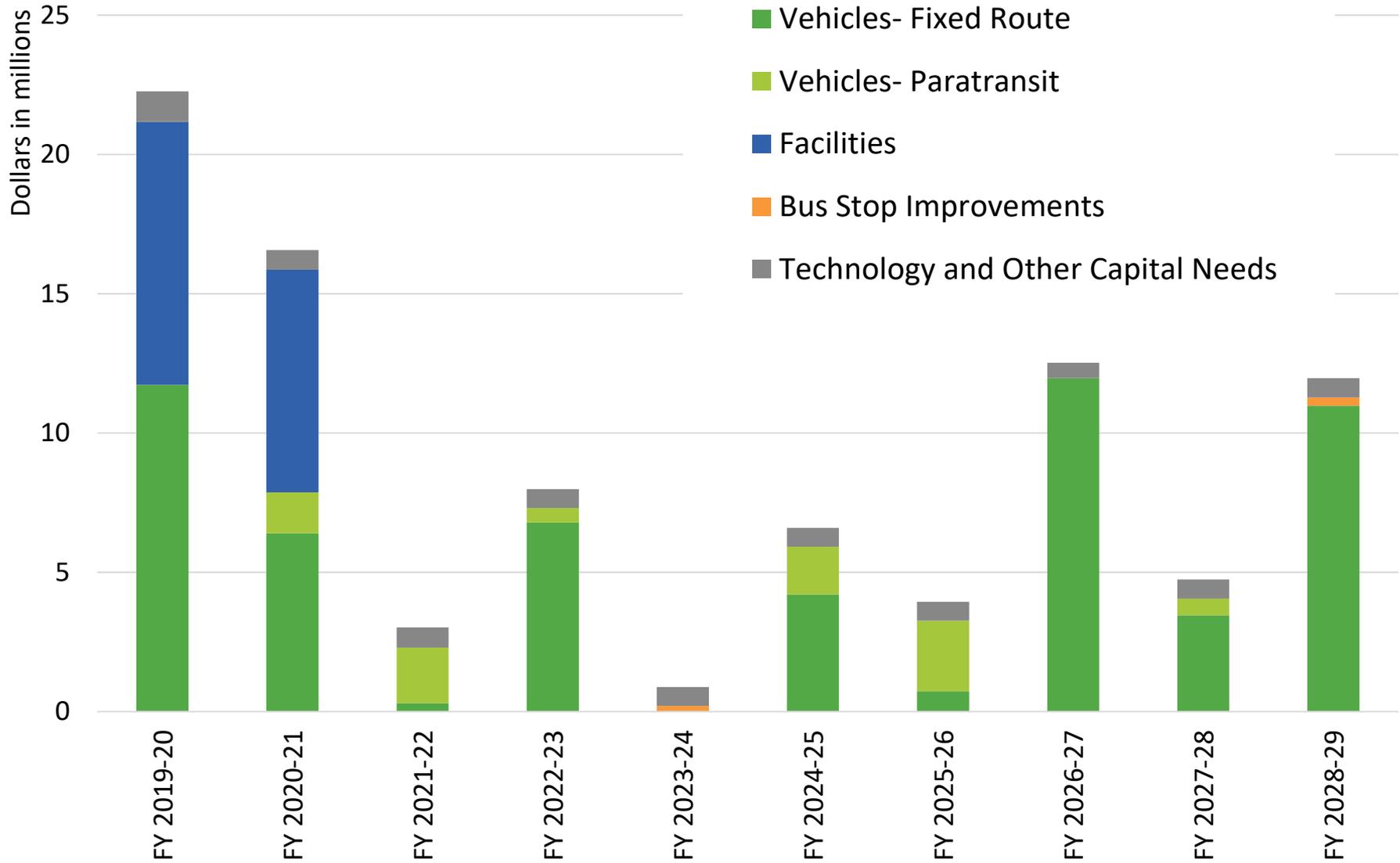


10 Year Financial Plan

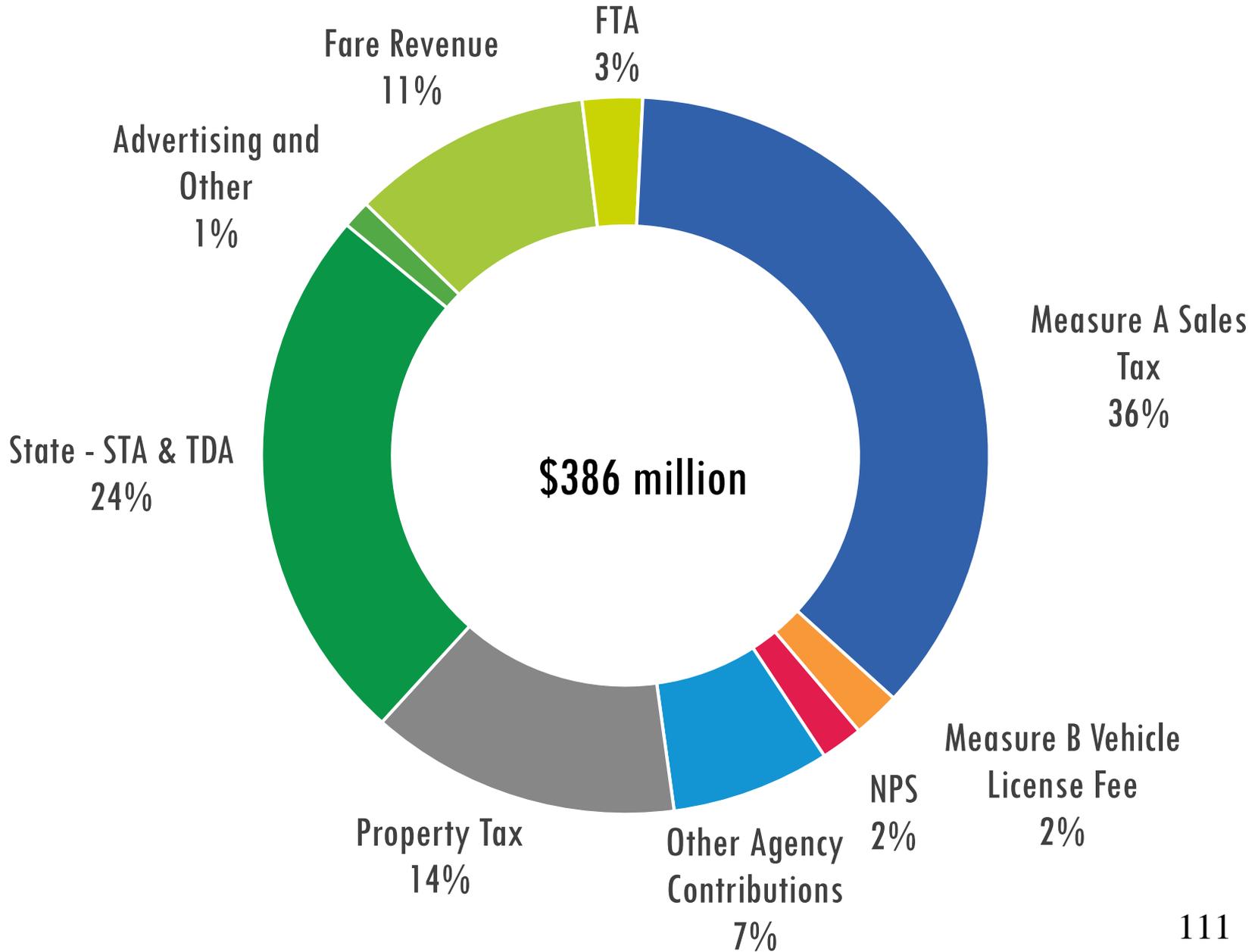
- 10 Year Capital Plan
 - \$91 million
- 10 Year Operations Plan
 - Expenses - \$400 million
 - Revenues - \$386 million



10-Year Capital Expenses - \$91 Million



10-Year Operations Funds



- **Comprehensive Fare and Eligibility Change**
- **Continue the On-Demand Service Pilot Project, and explore Same Day Accessible Service Expansion**
- **Ongoing Service Monitoring and Adjustments**
- **Pursue Operation and Maintenance Facility**
- **Expand Electric Bus Fleet in line with Zero Emission Fleet Goals**

Thank You

Nancy Whelan
General Manager, Marin Transit



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DATE: February 27, 2020

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Derek McGill, Planning Manager
Nick Nguyen, Project Delivery Manager

SUBJECT: Alternative Fuels Program Update (Discussion), Agenda Item No. 11

RECOMMENDATION

This program update is a discussion item only.

Staff presented this item to the Citizens' Oversight Committee (COC) at its January 27, 2020 meeting, addressed questions and received generally positive feedback from the COC. Questions received are mostly on TAM's budgeting process and outreach efforts, recognizing the need for accelerated electric vehicle (EV) adoption.

Staff presented this item to the TAM Funding, Programs and Legislation Executive Committee at its February 10, 2020 meeting. Staff addressed questions and received positive feedback from the Committee. Questions received were focused on funding provided to public agencies and whether the program should expand beyond public agencies, the potential for fast charging, hydrogen fuel cell technology, and other alternative fuel use. Staff responded that the use of public funds on public property is a policy choice that has been supported by the Alternative Fuel and Electric Vehicle (AFEV) Ad Hoc Committee and public agency staff. The use of other fuel technology is an eligible use of these funds. TAM provides rebates for hydrogen fuel cell technologies and is working with partners to consider medium and heavy-duty vehicle pilots.

BACKGROUND

With the passage of Measure B, the \$10 Vehicle Registration Fee (VRF) in 2010, TAM developed an Alternative Fuel Program as designated in Element 3, Reduce Congestion and Pollution, of the VRF Expenditure Plan. The Alternative Fuel Program provides funding for three main areas:

- Public Agency Electric Vehicle (EV) Charging Infrastructure,
- Public Agency EV Fleet Conversion; and
- Public Outreach/Technical Assistance.

As approved by the voters, this program was developed to maximize the use of scarce local transportation funding, and leverage outside grants. As noted in the last program update to the TAM Board in January 2019, while Element 3, Reduce Congestion and Pollution, currently receives 25 percent of the VRF funds generated, the Measure B Expenditure Plan approved by voters did not designate the funding levels that each of the sub-elements is to receive; instead, all funding from Element 3 is subject to regular budgeting review. In April 2018, the TAM Board approved a 3-year budget for the Alternative Fuel Program in the amount of \$435,000 for FY 2018/19 and \$345,000 for both FY 2019/20 and 2020/21.

In January 2019, after an extended program review and collaboration with the TAM AFEV Ad Hoc Committee, the TAM Board refreshed the Alternative Fuels program and adopted a FY2018-19/2019-20 program, now set to expire at the end of this fiscal year. The updated program has a continued emphasis on EV adoption, a new EV marketing effort, and additional review of new clean transportation fuel technologies. The program was developed based on key input from: Marin Public Works Association (MPWA), Marin Planning Directors, Marin Climate and Energy Partnership (MCEP), Bay Area Air Quality Management District (BAAQMD), Main Clean Energy (MCE), Pacific Gas & Electric (PG&E), and local EV advocates.

With approximately 4 months remaining for the current program, TAM staff has prepared the following update for the Board's review and discussion.

DISCUSSION/ANALYSIS

At the time of the January 2019 Alternative Fuel Program Update, TAM had conducted a comprehensive review of the Alternative Fuel Program with local jurisdictions, Bay Area Air Quality Management District (BAAQMD), Main Clean Energy (MCE), Pacific Gas & Electric (PG&E), and outreach to advocates. Based on this process, TAM updated the 2011 Site Plan, and adopted revisions to the EV rebate programs for public agency EV charging equipment and EV fleet programs, with the intent to streamline the funding process for local agencies and reduce some of the hurdles associated with installation of EV infrastructure. (**Attachments A and B**)

Notable changes made in 2019 to our Public Agency Rebate Programs include:

- Increased funding levels for EV charger installations under 10 charging heads
- Allowance for E-bike and non-Clean Vehicle Rebate Program (CVRP) vehicles
- Expansion to allow used vehicle purchases
- Expansion to allow leasing of vehicles
- Pilot opportunities for innovative charging and medium/heavy duty fleet conversion
- Provide technical assistance for local agencies including fleet management support, project delivery assistance and financial/grant planning.

TAM remains at the high end of rebate or incentive programs for EV charging installations when compared to other agencies providing EV charger rebates and fleet conversion rebates. Overall, as the technology has matured and public agency and utility programs have evolved, staff finds that the TAM programs have been a cost-effective way to support the growth in EV infrastructure in the County. However, we will continue to strive for continuous improvement in the administration of the program.

As the new program has been in place for approximately a year, TAM convened the TAM AFEV Ad Hoc Committee again in December 2019. The Ad Hoc Committee discussed program policies and updates on TAM program elements. Most notably the following policies were discussed and generally agreed upon within the Ad -Hoc Committee:

- *Leveraging of local funds* - TAM is one of many partner agencies encouraging the adoption of EVs. Local Jurisdictions, MCE, PG&E, State Agencies and the BAAMD are also key partners promoting EVs. TAM funding is limited and should be used to attract outside funding. Furthering the availability of funding is the private market, which is accelerating investments in charging equipment in Marin, such as VW Electrify America.
- *Replacement of Internal Combustion Engines* – TAM as the Congestion Management Agency (CMA) has a mission to reduce congestion and promote multimodal transportation. TAM's programs should focus on the replacement of internal combustion engines and not encourage more vehicles on the road.

- *Public agency focus* –TAM VRF funds should not be used to invest in private property, where BAAQMD, MCE, and other public utilities have a direct nexus for funding clean air or electric grid investments on private property. Note that the FPL Executive Committee also raised the question of investing in public vs private facilities and encouraged further discussion in this policy area.
- *Maintaining cost effectiveness* – TAM should encourage the investment in EV infrastructure where it is cost effective to do so, and where investment is needed.
- *Define success by increasing EV infrastructure and public agency fleet conversion* –TAM’s goal for the program is to encourage EV infrastructure and convert public agencies fleets, and the program is therefore designed to maximize outside investments, provide cost effective installations and serve as a “last in” rebate for local agencies. As such, the outright expenditure of funds is not an appropriate measure of program success. Rather, TAM should support installations that can attract more grant funding and serve the larger goal of increasing charger equipment.

EV Chargers in Marin County Overview

In 2019, TAM released an update to TAM’s initial EV Siting Study and noted the market for EV infrastructure at the time of the research (approximately August 2018). Based on TAM staff research, 80% of current electric vehicle charging is done at home. EV owners typically charge at home and, if offered, the workplace. If neither option is available, drivers rely on public charging infrastructure.¹ One exception to this trend is charging installations at multiunit family dwellings. Recent projections from the California Energy Commission (CEC) show that 24.3% of the needed level 2 charging in Marin County is publicly accessible, including commercial and retail locations. This data is included in **Attachment C**.

In 2018, 154 level 2 charging heads (the industry standard) were considered publicly accessible. In December 2019, TAM staff reviewed the current level of charging facilities and is pleased to note that Marin County’s EV charging infrastructure has grown significantly, with 40% more charging locations in the county, and 45% more level 2 charging heads.

EV charger growth has occurred all over the County, with private investment in Level 2 and Level 3 charging having grown in Southern Marin corridors, including the Muir Woods Shuttle parking area and the Villages in Corte Madera. Novato has seen growth with the installation of the Electrify America location in Novato. The County of Marin and MCE have expanded the supply of EV chargers in central and northern San Rafael partnering with TAM on funding. Collectively these locations account for most of the growth of EV charging infrastructure in the county.

TAM EV Charger Rebate Program Update

Prior to FY2018/19, TAM funded 68 charger heads in the County, leveraging grants from BAAQMD with local funding. The launch of PG&E and MCE funding programs alongside TAM’s revised program have increased the number of installed charger heads and committed projects moving forward.

TAM rebates grew from 68 prior to FY2018/19 to 138 charging heads, a 103% growth rate as of December 2019. In addition to these installed chargers, public agency partners throughout Marin have committed to installing an additional 205 charging heads in Marin County. When these committed chargers are installed this would result in 343 installed chargers with TAM funding, an increase of over 504% from the 2018 baseline. The project sponsors of these chargers are shown in **Attachment D**.

¹Accelerating Investment in Electric Vehicle Charging, Ceres, March 2018

Table 1: EV Charging Heads Summary

	August 2018	December 2019	% Change
TAM Funded EV Charging Heads	68	138	103%
TAM Funded EV Charging Heads (Publicly Accessible)	44	95	116%
Total Publicly Accessible EV Charging Heads	154	224	45%

The growth of EV chargers in Marin county is not only from TAM’s program, but also the availability of funding from PG&E, MCE and other funding sources. TAM’s program will continue to coordinate with these public entities, however the maturation of these programs will change the role TAM plays in supporting public agency EV charger adoption in Marin County, as all of TAM’s rebate recipients are also MCE customers. TAM will continue to work closely with MCE, as these programs mature and change to meet customer’s needs.

Additionally, there is a limited amount of publicly accessible parking locations in Marin County that would likely be cost effective or serve a benefit for EV charging. As documented in the 2018 site plan, residential and commercial charging are likely to be the important locations to support EV adoption, and TAM may need to reconsider our role in EV charger installations to seed innovative charging installations and respond to local needs around electric bikes, wildfire and power shut-off events, and the maturation of the utility providers and private charging enterprises.

Upcoming Commitments to EV Charging

TAM has been coordinating with partner agencies in Marin County to continue the investment trend in EV charging. College of Marin, San Rafael City Schools, County of Marin, the City of Novato and the City of San Rafael are all expected to deliver EV charging infrastructure in the coming months. Much of this work is supported by TAM technical assistance, providing grant funding opportunities and financial planning, as well as assistance in the project delivery process as needed. Based on CEC’s goal of 914 publicly accessible chargers on public, commercial and retail land uses in Marin County, TAM is on track to provide a third of that goal on public lands.

TAM EV Fleet Rebate

In addition to TAM’s EV Charging Infrastructure Program, TAM has been coordinating with local agencies to support the transition of public fleets in the county to alternative fuel vehicles including EVs. The current program has expanded the eligibility to support flexibility requested by fleet managers in the county, and has expanded to include E-bikes, leasing of vehicles, and Zero Emission Vehicle utility buggy/carts.

With the changes made to the program eligibility, TAM rebates saw an uptick in E-bike purchases with 6 e-bikes purchased by public agencies. Ten rebates were distributed for EVs, and 1 partial Hybrid Electric Vehicle (PHEV) rebate was distributed. Currently there are 9 committed rebates and TAM is expecting more in coming months. A list of these rebates is attached as **Attachment D**.

It’s important to note that while there may be a large fleet of public vehicles in the county, the majority of fleet is “mission-critical” trucks, passenger vans, four wheel drive vehicles, and medium or heavy-duty fleets that are not supported by the current EV market. Initial analysis indicates this leaves a small market of public agency fleet vehicles remaining for consideration of electrification.

Given the small amount of fleet vehicles eligible for conversion, the relative age of the current vehicle fleet, and recent state and federal fuel efficiency policy changes, TAM should consider seeding pilot programs on medium and heavy-duty fleets to attract regional or state funding.

EV Outreach and Education Program

TAM's EV outreach program has continued to target EV fleet conversion and charging equipment installation through outreach to public agencies focusing on first time installations; as well as providing technical assistance for agencies considering EV fleet conversion or charging equipment. As mentioned earlier, fleet management assistance, financial planning and grant assistance are also provided. The primary focus has been school districts and along key opportunity areas identified in the EV site plan, including major corridors in southern Marin along US 101. Specific activities over the past year include the following:

1. Outreach to local elected officials; e.g. promotion at Marin County Council of Mayors and Councilmembers meeting,
2. Outreach to Public Works and Planning Department officials,
3. Drafting of information toolkits for EV purchase and charger installation
4. EV educational information directly for consumers has been refreshed with new messaging and social media campaigns to promote EV adoption through TAM's contractors, Cool The Earth (e.g. Drive Clean Marin) and Reach Strategies.
5. Messaging and promotion have been coordinated with Drawdown Marin and TAM's green transportation alternatives program, Marin Commutes.
6. TAM's participation in two successful EV test drive events over the past year. One was produced by TAM in concert with its contractor for the San Rafael May Madness classic car show, and the second was a title sponsorship of the Drive Clean Marin EV test drive at the College of Marin.
7. Increased technical assistance to public agencies requesting information on EV purchasing and charging installation.

FISCAL IMPACTS

In April 2018, the board approved a 3-year budget for the Alternative Fuel Program in the amount of \$435,000 for FY 2018/19 and \$345,000 in both FY 2019/20 and 2020/21. Additionally, the TAM board approved a motion that unspent Alternative Fuel program funds from the increased funding level remain in the alternative fuel program.

Based on the revenue and expenditure information shown in **Attachment E**, revenues for this program have been assigned from Measure B Element 3.3 funding, as well as other funding sources available to TAM. Local uptick in growth of EV charger and EV fleet conversion rates show significant progress in the transition of electrification in transportation. As financial stewards of voter approved funding, TAM's administration of the alternative fuels program highlights TAM's goals of leveraging outside funding and supporting cost effective charging infrastructure. TAM is meeting the goals of project delivery and the expenditure of program funds continues to remain in budget.

TAM staff is currently exploring program options for the next fiscal year and will work with the AFEV Ad Hoc Committee to discuss potential program modifications.

NEXT STEPS

TAM will convene the AFEV Ad Hoc Committee and present the FY20/21 Program for the TAM Board's consideration in the near future.

ATTACHMENTS

Attachment A: TAM EVSE Rebate Program for 19/20

Attachment B: TAM Fleet Replacement Program for 19/20

Attachment C: California Energy Commission Goals for EV Chargers in Marin County

Attachment D: TAM Rebate Summaries

Attachment E: Program Revenues and Expenditures

Attachment F: Presentation

Title: Dates:	Electric Vehicle Supply Equipment Grant Program <u>July 1, 2019 - June 30, 2020</u>	
Description:	<p>TAM's Electric Vehicle Supply Equipment (EVSE) Grant Program assists public agencies that install employee-only or publicly accessible electric vehicle charging stations. The application process is designed to be streamlined. To participate, public agencies must meet the requirements below.</p>	
Eligible Agencies:	<p>Marin County's government entities and public districts, including school districts, colleges, and universities.</p>	
Local Fund Source:	<p>TAM's EVSE Grant Program is funded through Measure B, the \$10 Vehicle Registration Fee.</p>	
Rebate Summary:	<p>Based on a first-come first-serve basis until funds are depleted for the year, the EVSE grant program is focused on level 2 charger installation and provides matching funds for the installation of Level 1 and level 2 chargers at the following rebate level:</p> <ul style="list-style-type: none"> • Under 10 charging heads: 88.5% of the complete installation up to \$1,500 for one Level 1 charger (per charging head) or up to \$3,000 for one Level 2 charger (per charging head). • For installations over 10 charging heads: 75% of the complete installation up to \$1,500 for one Level 1 charger (per charging head) or \$3,000 for one Level 2 charger (per charging head). <p>Agencies interested in medium and heavy-duty fleet conversions should contact TAM staff for assistance in identifying additional grant opportunities to support Level 3 (DC Fast Charging) equipment.</p>	
*Add'l Fund Source (Not Mandatory to apply for TAM's grant program):	<p>TAM encourages the leveraging of other regional, state, utilities or private funding sources for the installation of EVSE. Additional funding sources are available, and TAM will prioritize the usage of Measure B Funds to leverage other sources, as needed. These fund sources include:</p> <ul style="list-style-type: none"> • MCE Charger Rebate • BAAQMD Charge! Rebate • PG&E's EV Fleet Charging Rebate and EV programs • Private Fund Sources including Electrify America <p>For more information about these fund sources and the applicability for your charging installation, please contact TAM staff to assist in financial planning to maximize leveraging opportunities.</p>	
Summary Requirements:	<p>Eligible Projects:</p> <ul style="list-style-type: none"> • Owned and operated by a Marin County government entity. • Comply with all applicable local, State and Federal requirements. • Are upgrades/improvements that expand access to existing PEV charging stations and new stations. • Have applicable insurance. • Have authorization to apply for and obtain permits for property, and authorization to operate station. 	

- Have adequate funds to complete project.
- Maintained and operated for no less than 3 years.
- If networked, use an open-standard protocol for network interoperability.
- If not free, accept credit cards as payment & shall not require a subscription fee or membership.
- Projects completed (installed and in-service/operable) within 9 months
- Charger locations must also be identified with at least 2 standardized way-finding traffic signs to direct motorists if the chargers are to be publicly accessible.

Eligible Project Costs:

- Labor & material construction costs.
- Labor & fees associated with cost to obtain permits.
- Equipment and equipment shipping costs.

**How to Apply
for a TAM
EVSE Grant:**

1. Reserve your grant with an email to nnguyen@tam.ca.gov. Include the quantity and estimated date of installation. Call to confirm with program coordinator, Nicholas Nguyen, at 415-226-0831.
2. Within 30 days of your reservation, confirm your commitment by providing a letter of intent signed by an authorized representative of your agency (use the sample below).
3. Comply with the summary requirements listed above, and purchase/install chargers.
4. Submit supporting documents to show completion, including contract, final costs, digital photographs of installed charger(s), and any changes from letter of intent. Submit electronically to nnguyen@tam.ca.gov, or by U.S. Mail to EV Charger Rebate, Transportation Authority of Marin, 900 5th Avenue, Suite 100, San Rafael, CA 94901
5. Once TAM verifies compliance with requirements, TAM will notify you and process your grant payment within 45 days.

Title: Dates:	TAM Electric Vehicle Fleet Rebate Program July 1, 2019 - June 30, 2020	
Program Description:	TAM's EV Fleet Rebate Program assists public agencies that replace internal combustion engine (ICE) vehicles with electric (fuel cell and battery) and plug-in hybrid vehicles.	
Eligible Agencies:	Marin County's government entities, including jurisdictions, school districts and special districts.	
Local Fund Source:	This program is funded through Marin County's Measure B (\$10 Vehicle Registration Fee).	
*Rebate Summary:	<p>TAM's EV Fleet Rebate Program provides a rebate for public agencies to convert ICE fleets to EV fleets. This program is administered on a first come first serve basis as funds are available and prioritizes conversion of existing light duty fleet conversion. The program provides the following rebates by vehicle type:</p> <ul style="list-style-type: none"> • New Light Duty Vehicles: TAM provides rebates of up to \$5,000 for the purchase <i>or lease</i> of new, eligible zero-emission and plug-in hybrid light-duty vehicles. These funds serve as an <i>additional</i> match to the California Clean Vehicle Rebate Project (CVRP), where rebates up to \$5,000 for new, eligible zero-emission and plug-in hybrid light-duty vehicles are provided by the state. Together these programs reduce the cost of a new EV by up to \$10,000. CVRP and TAM Rebates are as follows: <ul style="list-style-type: none"> ○ Hydrogen Fuel Cell Zero Emission Vehicle (ZEV): \$5,000 CVRP/\$5,000 TAM ○ Battery Electric ZEV: \$2,500 CVRP/\$2,500 TAM ○ Plug-in Hybrid Vehicle: \$1,500 CVRP/\$1,500 TAM ○ Zero Emission Motorcycle: \$900 CVRP/\$900 TAM • Used Light Duty Vehicles: Used fuel cell and battery ZEV's are eligible to receive a rebate of \$1,000 per vehicle for ZEVs that were CVRP eligible when new. • Other (Non-CVRP) Vehicles: For purchases of new non-CVRP eligible ZEVs, TAM will provide 75% of the cost up to \$1,500/vehicle will be made available to jurisdictions. These vehicle types include Electric Utility Vehicles such as utility and police buggies. Electric assist pedal bikes are eligible in this category and TAM will provide 75% of the cost up to \$1,000/e-bike. • Medium and heavy-duty vehicles: On a case by case basis, funds may be made available to public agencies to serve as a portion of local match requirements for regional, and state grants for fleet/engine replacement, including the Heavy Vehicle Incentive Program (HVIP) and Carl Moyer Grants. These grants support medium and heavy-duty fleet replacement with cleaner technology. Priority will be given to pilot demonstrations. Transit fleet replacements are excluded in this category as Battery Electric Bus fleets are evaluated in the county. <p>TAM will provide funding for a limit of five (5) vehicles per agency per year, with exceptions made on a case-by-case basis with consultation of TAM staff. Applicants must meet all requirements of the CVRP, including operating the</p>	

	<p>vehicles in California for 36 months (https://cleanvehiclerebate.org/eng). Applicants are encouraged to apply for additional private, state and regional funding programs as available and applicable. TAM staff will work with project sponsors to promote leveraging of local funding.</p>
<p>How to Apply for a TAM EV Rebate:</p>	<p>TAM's program follows guidelines in the Clean Vehicle Rebate Project (CVRP). Follow the CVRP process and mail a copy of your documents to TAM. See details at http://energycenter.org/cvrp.</p> <ol style="list-style-type: none"> 1. Select an eligible vehicle from the state approved list: https://cleanvehiclerebate.org/eng 2. Reserve your rebate with an email to EVRebate@tam.ca.gov. Include the quantity and make/model of vehicles, along with the estimated month of purchase. Include also a description of the ICE vehicles to be retired with estimated date and time of retirement. 3. Within 45 days of your reservation, confirm your commitment by providing a letter of intent signed by an authorized representative of your agency (sample provided). 4. Purchase or lease your eligible vehicle. 5. Apply for the CVRP using instructions on their website https://cleanvehiclerebate.org/eng. You will be issued a CVRP Application Number. 6. Mail supporting documents to CSE, per instructions. 7. Send a copy of your CSE documents and CVRP Application Number to TAM. Submit electronically to EVRebate@tam.ca.gov, or by U.S. Mail to EV Rebate, Transportation Authority of Marin, 900 5th Avenue, Suite 100, San Rafael, CA 94901. 8. Once TAM verifies approval of your submitted CVRP rebate, TAM will notify you and process your rebate within 45 days.
<p>Other Resources:</p>	<ul style="list-style-type: none"> • The Center for Sustainable Energy administers the CVRP: https://cleanvehiclerebate.org/eng • BAAQMD Charge! Program: http://www.baaqmd.gov/?sc_itemid=F026D4AC-FE69-4FBD-9232-187E17FC428D • U.S. Department of Energy Alternative Fuels Data Center has information on alternative fuel vehicles, laws and incentives, and a vehicle cost calculator tool: http://www.afdc.energy.gov/ • U.S. DOE fuel economy calculator has information on federal tax credits: http://www.fueleconomy.gov/feg/taxevb.shtml • Information about the California Air Resources Board's Zero Emission Vehicle program: http://www.arb.ca.gov/msprog/zevprog/zevprog.html • The California Plug-In Electric Vehicle Collaborative is a public/private organization focused on accelerating the adoption of PEVs to meet California's economic, energy and environmental goals: https://www.driveclean.ca.gov/ • The Golden Gate Electric Vehicle Association: www.ggeva.org
<p>Supporting Documents</p>	<p>TAM EV Fleet Rebate Program: How it Works TAM EV Fleet Rebate Sample Letter of Intent</p>

CEC EVI-Pro charger projection goals - upper estimate for chargers by 2025 per jurisdiction based on TAM Demand Model Service Population Estimates (2015)					
	Service Population (%)	PEV Multi-Family	PEV Work L2	PEV Public* L2	PEV Public DC Fast:
Belvedere	0.65%	14	4	6	2
Corte Madera	4.82%	106	31	44	16
Fairfax	2.61%	58	17	24	9
Larkspur	7.10%	157	45	65	24
Mill Valley	5.75%	127	37	53	19
Novato	22.17%	489	141	203	75
Ross	0.78%	17	5	7	3
San Anselmo	4.41%	97	28	40	15
San Rafael	30.66%	676	196	280	103
Sausalito	5.55%	122	35	51	19
Tiburon	3.87%	85	25	35	13
Marin	11.63%	256	74	106	39
Total	100.00%	2204	638	914	336

Estimated Total Level 2 Chargers needed	3756
Total Public* Level 2 Chargers	914
% of Public* Chargers/Total Need	24.3%

Projections based on California Energy Commission (CEC) EVI-Pro Report and website available here:

<https://maps.nrel.gov/cec/?aL=0&bL=cdark&cE=0&IR=0&mC=36.8708321556463%2C-116.34521484375001&zL=6>

*Public includes all publically accessible locations including commercial/retail properties.

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Agencies	Location	# of Charging Heads	Status
EV Chargers 2018/19			
San Anselmo	Magnolia Parking Lot	8	Operational
MCE	MCE Offices	10	Operational
County of Marin	Marin Civic Center	47	Operational
TAM	TAM Offices	2	Operational
Ross	Town Hall	2	Operational

EV Chargers 2019/20			
Corte Madera	Town Hall	1	Operational
San Rafael City Schools	Various	129	In Progress
City of Novato	Various	14	In Progress
College of Marin	Kentfield Campus	36	In Progress
Marin County	Los Gamos Building	24	In Progress
Tamalpais CSD	District Office	2	In Progress

EV Fleet Rebates 2018/19

<i>E-Bikes</i>	<i>Purchased</i>	<i>Committed</i>
Corte Madera	1	
Mill Valley	3	
Novato Police	1	
San Anselmo	1	
<i>Total</i>	6	0

EVs Purchased

Larkspur	2	
San Anselmo	2	
County of Marin	4	
County Parks & Open Space	2	
Ross	1	
Marin County Office of Education		4
Novato		5
San Rafael		TBD
Total	11	9+

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**TAM Alternative Fuel Program
FY18/19 Expenditures, Revenues and Grants**

<u>Budget Information</u>	<u>2018/19</u>
Measure B - Budget	435,000
<u>Program Information Details</u>	
1. Public Outreach	52,451
2. Technical Assistance	82,471
3. Marin Transit (2 buses)	75,000
4. Marketing Materials	7,910
5. EV Public Fleet Rebates	25,500
6. TAM EV Charger Rebates	64,599
<u>TAM Program Expenditures</u>	307,931

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Item 11 - Attachment E

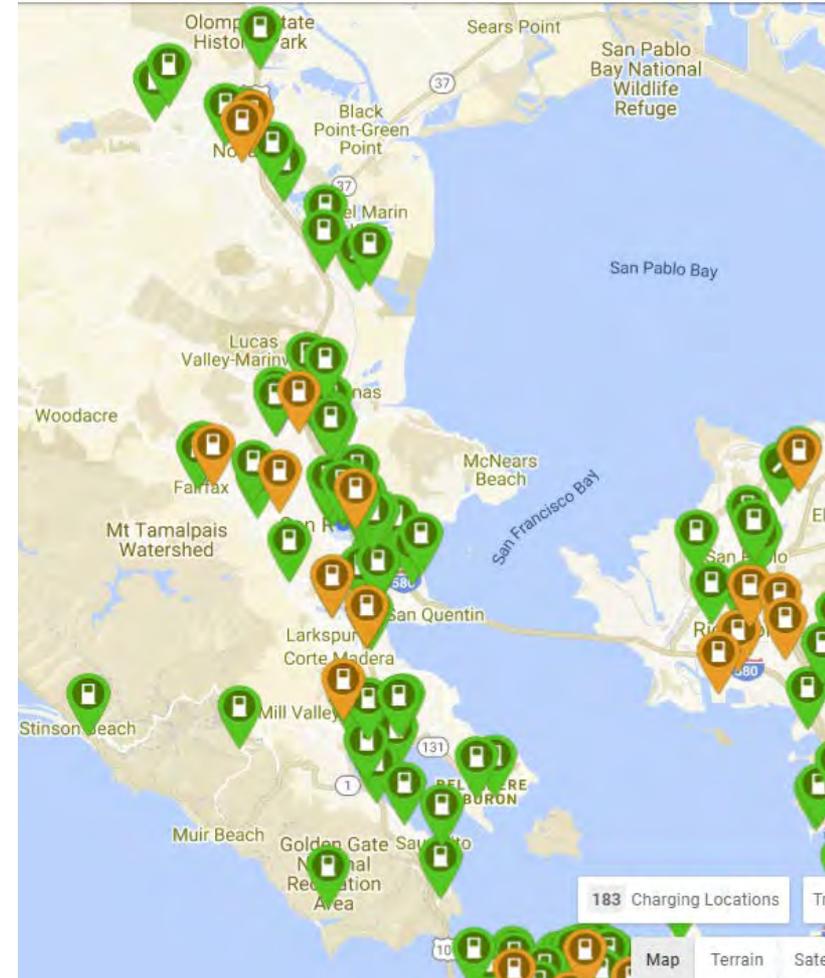


Alternative Fuels Program Update

TAM Board of Commissioners
February 27, 2020

Alternative Fuels Program Overview

- Marin County is a leader in Vehicle Adoption (3% of DMV Reg.)
- Measure B Element 3.3
- TAM Program launched in 2011
- Initial Siting Plan in 2011
- Public Agency Focused
 - EV Charging Infrastructure Program
 - Clean Fleets/Fleet Conversion
 - Outreach/Technical Assistance
- Updated program for 2019



The EV Space is Complex



Residential / Multi Family

- Local Jurisdictions
- PGE
- BAAQMD
- MCE



Vehicle Choice

- Auto Makers
- CARB
- Public Preference



Commercial/Business

- Local Jurisdictions
- PGE
- BAAQMD
- MCE



Transit and Public Fleets

- Transit Operators
- Local Jurisdictions
- CARB
- BAAQMD
- TAM
- Manufacturers



Public Infrastructure

- Local Jurisdictions
- BAAQMD
- TAM
- MCE
- PGE

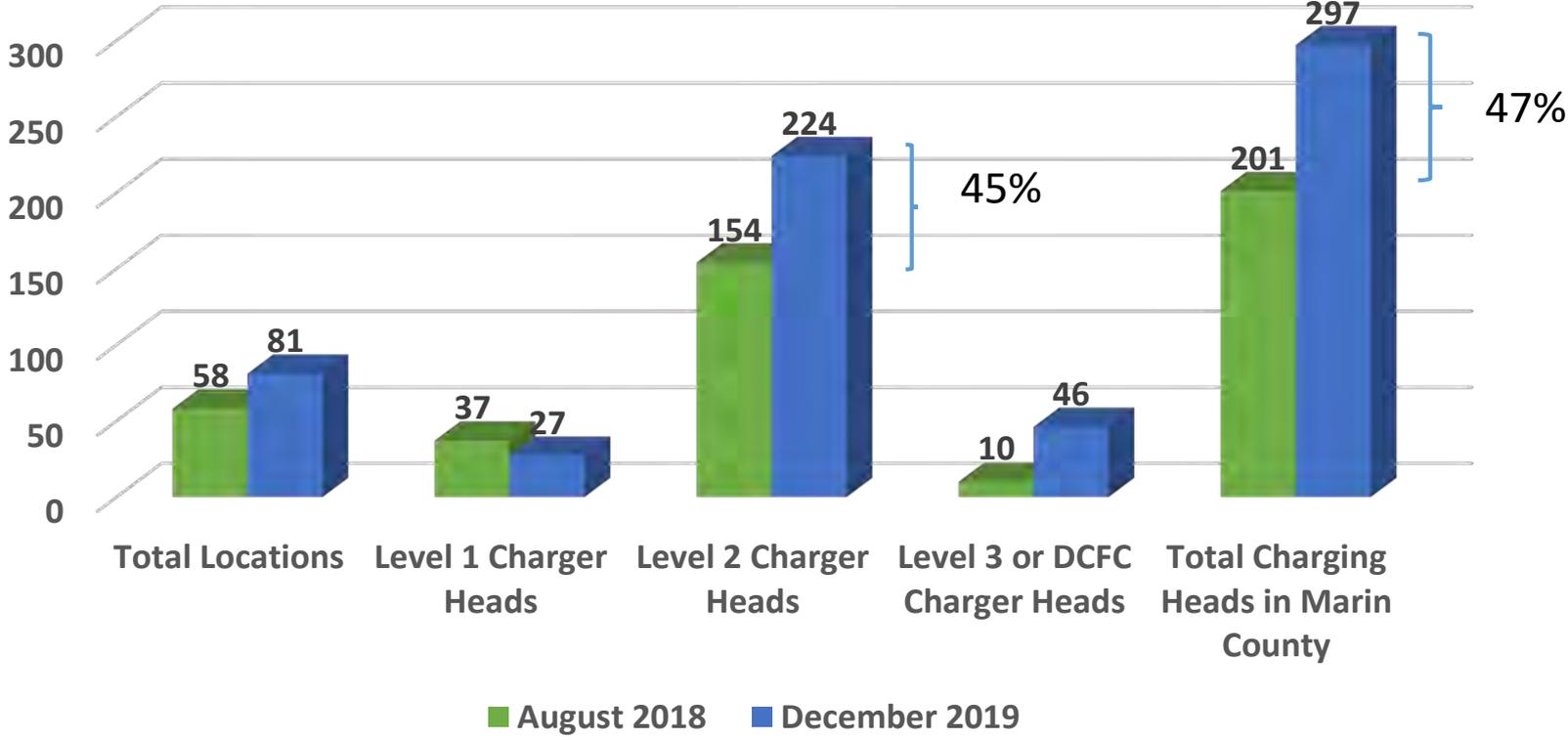


Regulations and Grants

- US DOT/EPA/etc.
- CARB, CEC, etc.
- Air District
- Local agencies & utilities

Marin County EV Charging Growth

Marin County Publicly Accessible EV Charging



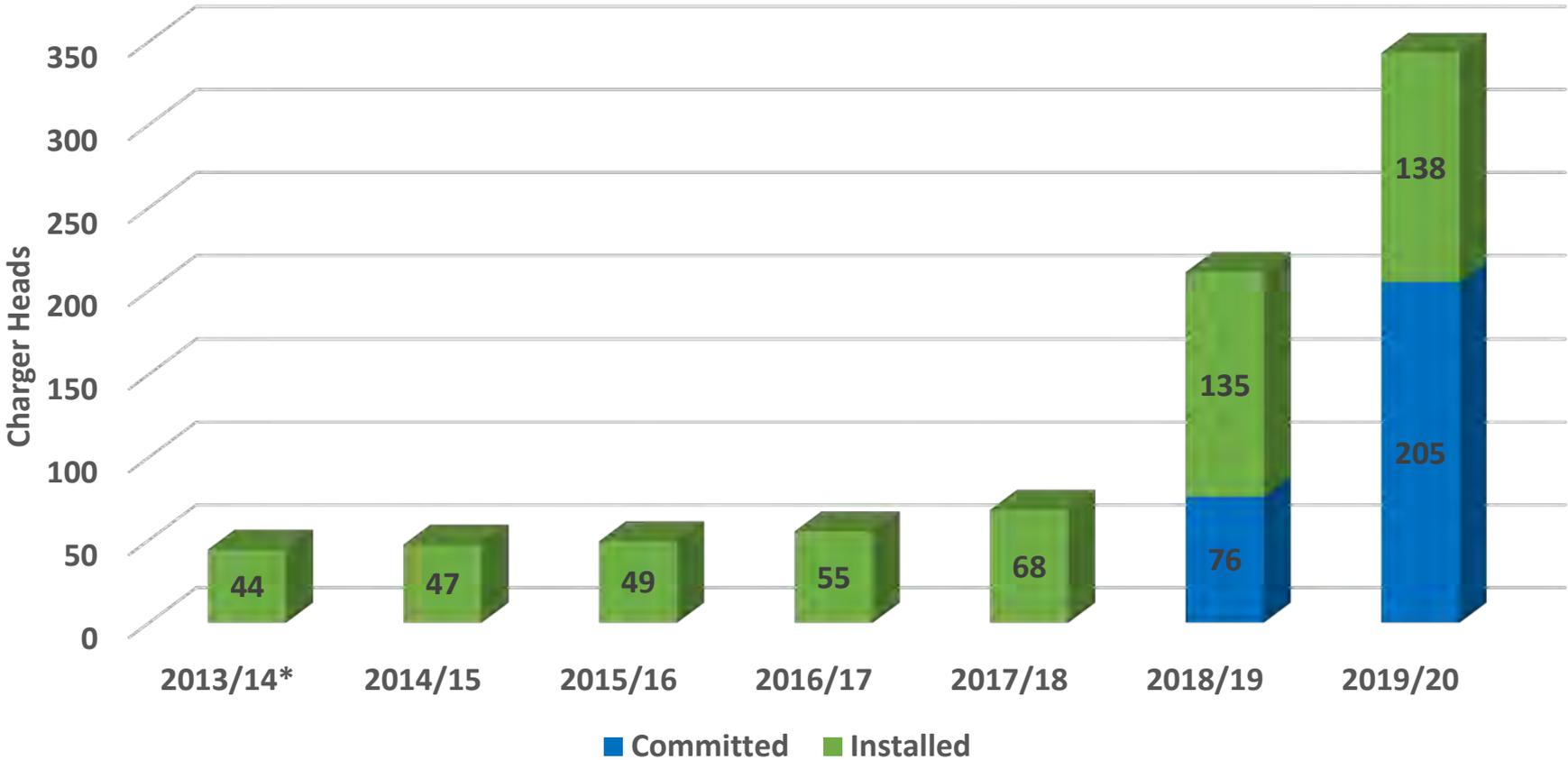
TAM EV Charger Program

- Public Agency Focus
- High Grant Levels
- Collaborate with MCE/PGE/BAAQMD to promote fund leveraging
- Priority is Level 2 Charging Installations
- *Program Details:*
 - Up to \$3,000 Rebate/Head
 - Increased Funding Levels for smaller sites – up from 75% to 88.5% of total
 - Increased Technical Assistance
 - Advanced Opportunity Areas like Southern Marin Corridors
 - Delivered committed projects



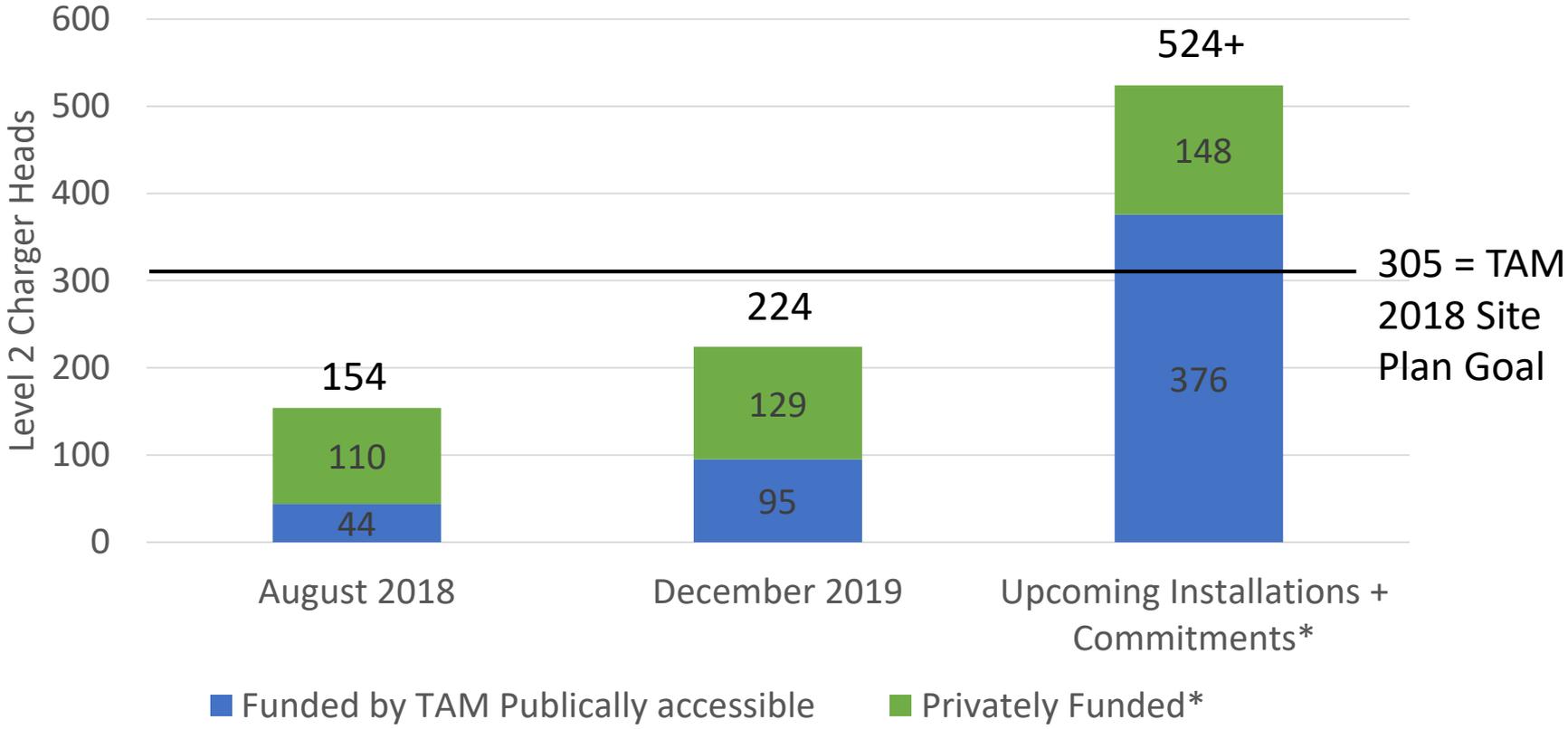
TAM's EV Rebate Usage

TAM EV Charger Rebate Cumulative Charger Heads



Anticipated Charger Growth

Cumulative Level 2 Chargers



*Assuming the current growth rate of private investment.



Examples of EV Charger Costs

- More funding does not equate to more installations
- Meeting the goal of increased charger heads, reduces TAM's rebate payout

Example A - Single Charger pedestal, 2 heads	
Charger Costs (Dual Head)	3,500
Panel Upgrades	7,000
Trenching Costs	10,000
<i>Total Installation Costs</i>	<i>20,500</i>
MCE Rebate (\$3k/Head)	6,000
BAAQMD Rebates	0
TAM Rebates	6,000
<i>Cost to Jurisdiction</i>	<i>8,500</i>

Example B - 5 pedestals, 10 heads	
Charger Costs (5 Dual Head units)	17,500
Panel Upgrades	7,000
Trenching Costs	20,000
<i>Total Installation Costs</i>	<i>44,500</i>
MCE Rebate (\$3k/Head)	30,000
BAAQMD Rebates	10,000
TAM Rebates	3,375
<i>Cost to Jurisdiction</i>	<i>1,125</i>

Fund Leveraging Results

- FY 18/19 Results
- 333% return on TAM's Funding

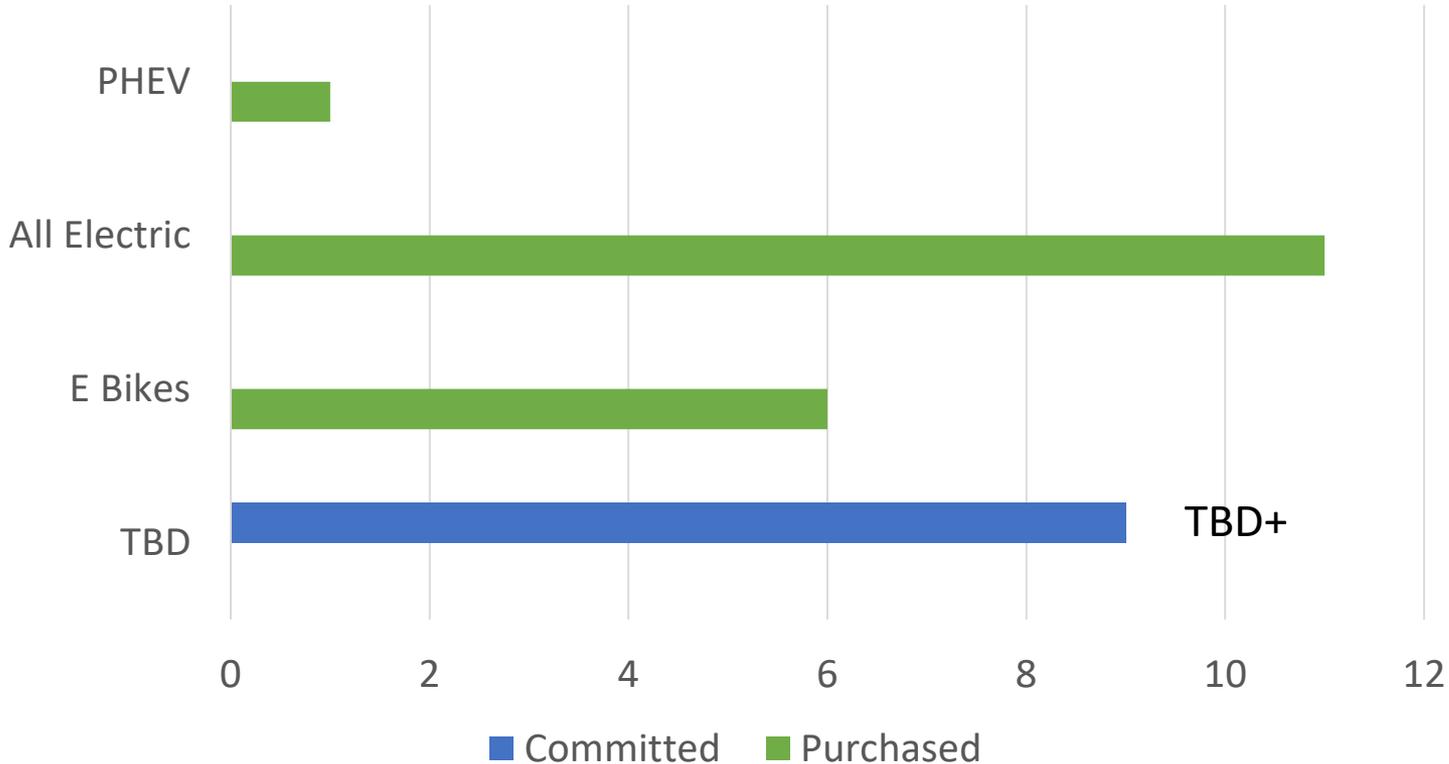
<u>TAM Fund Leveraging</u>	
TAM EV Charger Rebate	64,599
BAAQMD Grants	125,000
MCE Rebates	66,494
PGE Rebates	23,575
<i>Total Leveraged Funding</i>	215,069
<i>EV Charger Rebate Leverage Rate</i>	333%
Total Charger Installation Costs (Paid by TAM Partner Agencies)	361,674
Project Sponsor Costs	82,006

TAM EV Fleet Rebate Program



- Maintain Public Agency Focus and High Grant Levels
- Priority remains on Light Duty Vehicles and Fleet Conversion
- Expanded Program Eligibility Categories in 2019
- *Program Details:*
 - Include Vehicle Leasing
 - Include Used Vehicles
 - Include E-bikes and Other Zero Emission Vehicles
 - Explore Medium and Heavy Duty Fleet Conversion
 - Expand Technical Assistance

2018/19 EV Public Fleet Uptick

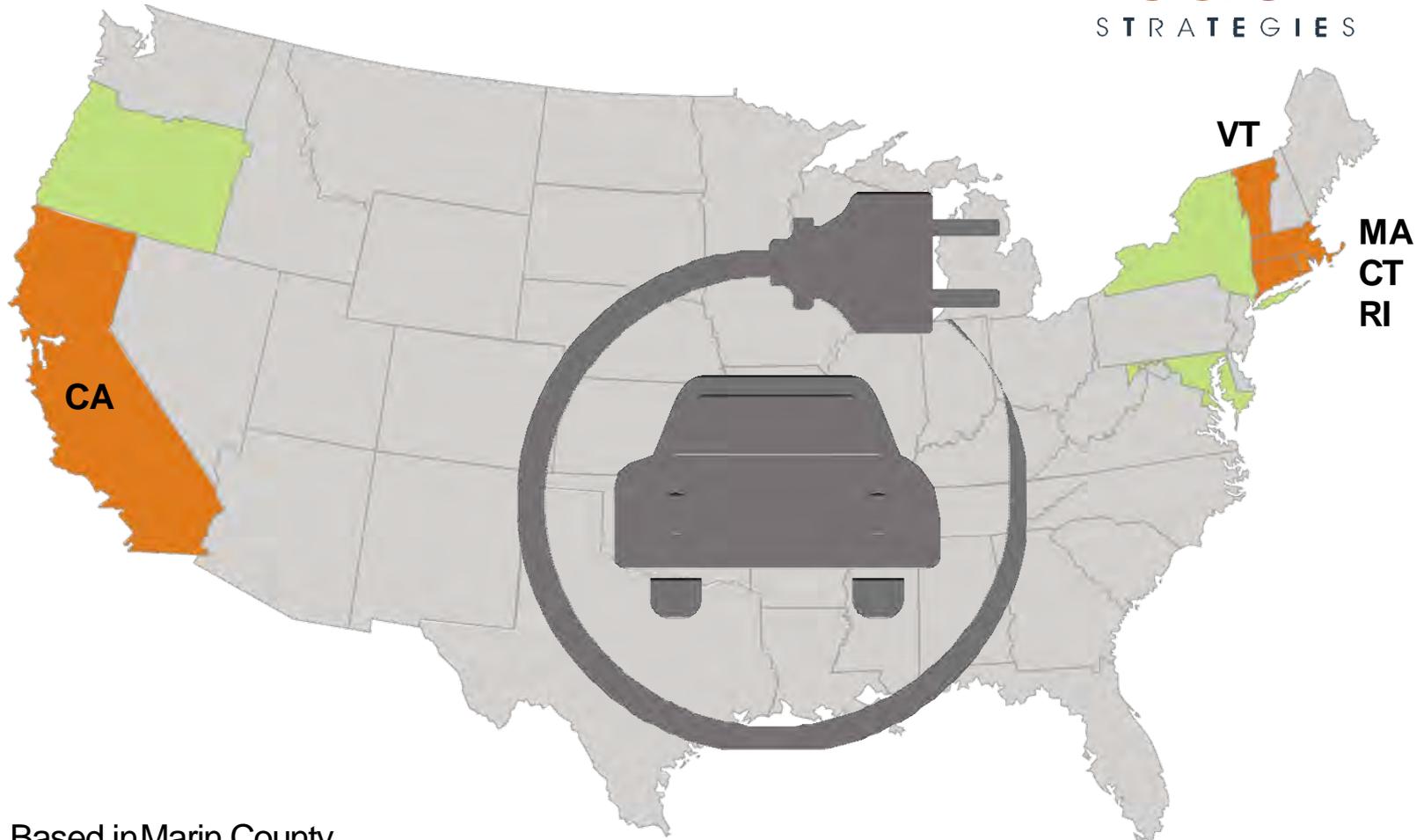


Outreach & Technical Assistance

- Public Agency Technical Assistance for funding and project delivery - increases rebates
- Coordination with Marin Commutes, Drawdown
- Provide opportunities and information for consumers



REACH ACROSS AMERICA



Based in Marin County
National leader in brand agnostic EV promotion and education.
www.reach-strategies.org



FUNDING TRANSPORTATION
PROJECTS, PLANNING AND
PROGRAMS IN MARIN COUNTY

How Electric Vehicles Can Benefit You

Electric vehicles bring benefits for everyone in your entire household. Over one million drivers across the United States and here in Marin are saving money and reducing environmental impacts by driving plug-in vehicles.

Electric Vehicles Save You Money

Save up to \$1,200 a year on fuel and maintenance costs. No more oil changes. Electricity as fuel which is far cheaper than gasoline; round-trip to the store. Buy or lease a new or used electric vehicle.

Present Fact-Based Information Resources



FUNDING TRANSPORTATION
PROJECTS, PLANNING AND
PROGRAMS IN MARIN COUNTY

How TAM Supports Electric Vehicles

To maintain the high quality of life in Marin, TAM supports the transition from fossil-fuel-based transportation to more sustainable electric vehicles. Switching to electric vehicles reduces harmful air pollution levels in our community and decreases greenhouse gas emissions. TAM supports EVs in an effort to create a more sustainable future for generations to come.



Expanding EV charging infrastructure

Growing electric vehicle charging infrastructure throughout Marin County is a critical part of TAM's commitment to sustainable transportation. As more electric vehicles merge onto roads and highways in Marin, public demand for readily available charging stations is increasing. TAM oversees revenue generated by Measures AA and B, which is used to help develop hundreds local EV charging stations. TAM funded double the amount of chargers they supported in 2018 and is set to double their number again in 2019. TAM is committed to help fund the installation of over 100 additional chargers throughout Marin this year, including the San Rafael School District and the College of Marin.



Converting Vehicle Fleets to Electric Power

Replacing older gas-only vehicles reduces local air pollution and greenhouse gas emissions, as well as reducing costs for fuel and vehicle upkeep. TAM provides up to \$5,000 per vehicle to replace older more polluting vehicles with EVs. The EV fleet program covers new plug-in vehicles, e-bikes, small utility EVs, and used electric vehicles. TAM helps municipalities, school districts, and local businesses convert their fleet to clean technologies by providing technical assistance, information on funding sources, etc. For example, the Marin County Department of Public Works fleet features a mixture of hybrid and electric vehicles. County parking lots have installed electric vehicle charging stations and local police stations have added e-bikes.



Promoting Electric Vehicle Awareness

TAM works with EV Marin residents to help with public outreach and EV promotion including supporting EV test drive events each year. These test drive and informational events feature the latest electric vehicles and allows attendees to experience them at no cost in an environment free from any sales pressure. Participants can ask questions and learn about the new technology while able to drive an array of EV options.

Spotlight Charge Station Progress

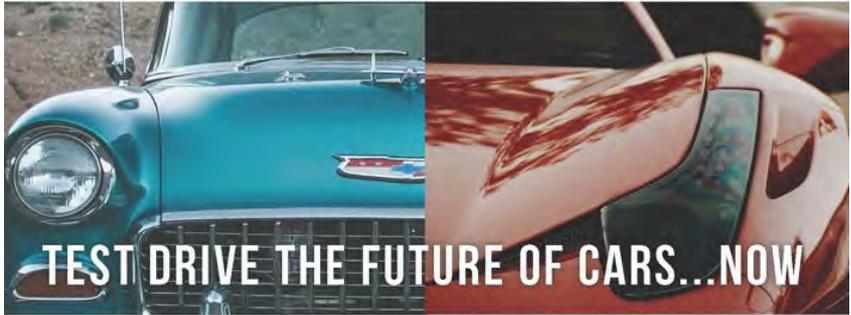




Sponsored by:



ELECTRIC VEHICLE TEST DRIVE EVENT



TEST DRIVE THE FUTURE OF CARS...NOW

Where: DOWNTOWN SAN RAFAEL @ MAY MADNESS Date: SATURDAY, MAY 12TH, 2018

Time: 12 PM - 4 PM | **VALID DRIVER'S LICENSE REQUIRED

WWW.DRIVECLEAN.ORG/TAM

OPEN TO ALL MAY MADNESS ATTENDEES



and more!

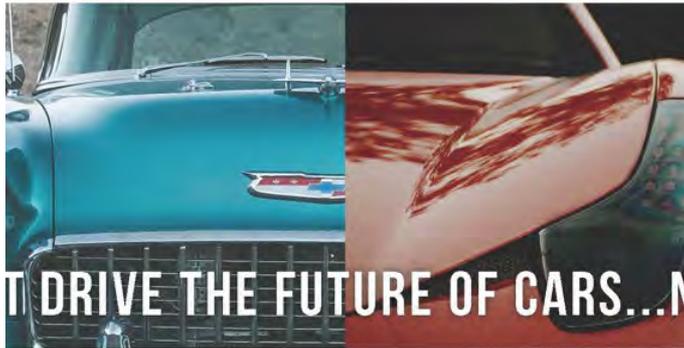




Sponsored by:



ELECTRIC VEHICLE TEST DRIVE EVENT



DOWNTOWN SAN RAFAEL @ MAY MADNESS *Date:* SATURDAY, MAY 12TH

Time: 12 PM - 4 PM | ****VALID DRIVER'S LICENSE REQUIRED****

WWW.DRIVECLEAN.ORG/TAM

OPEN TO ALL MAY MADNESS ATTENDEES



and more!

Produced by:

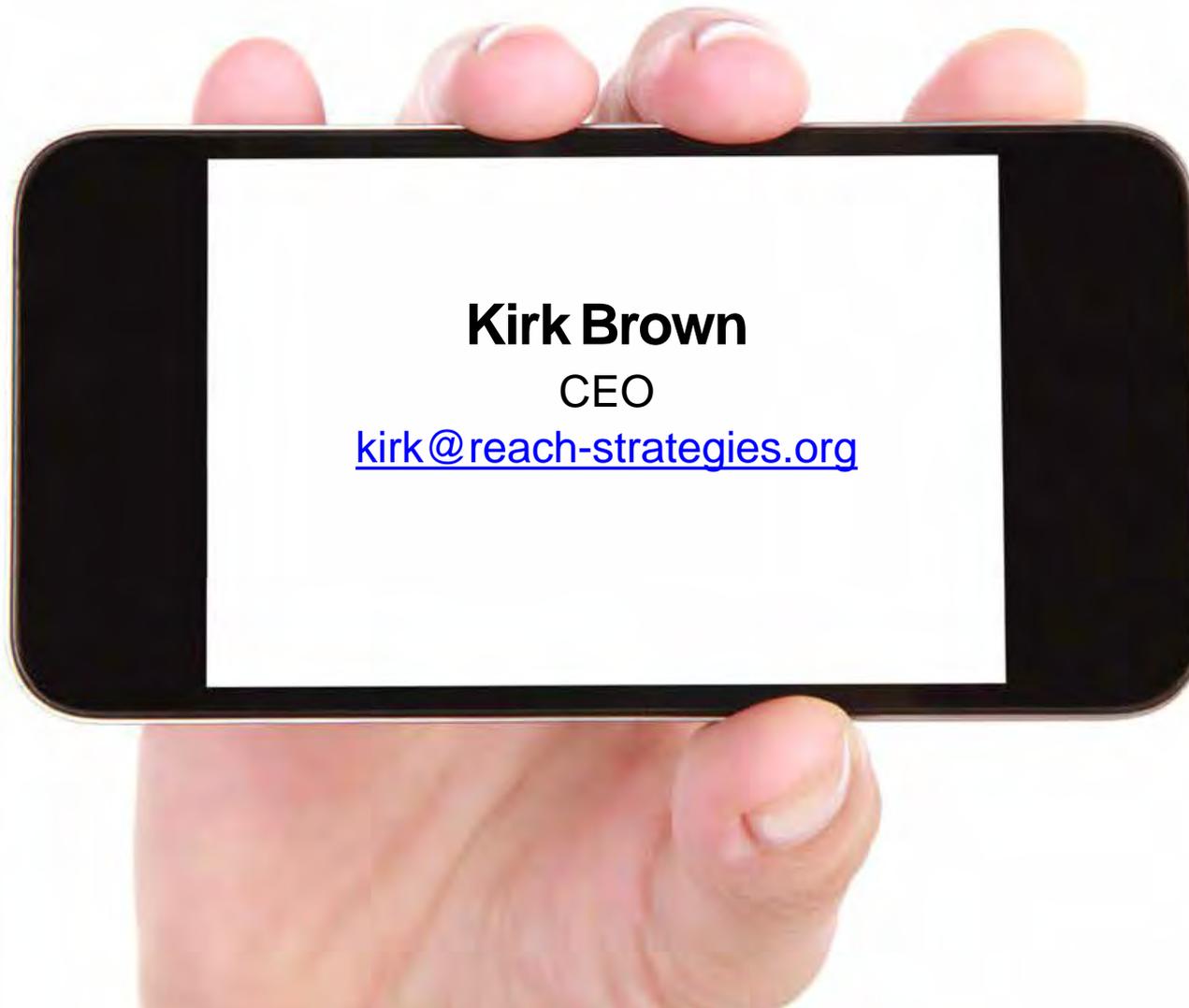


DOWNTOWN BUSINESS

Sample Survey Results

- **52% of attendees** drove their first plug-in electric vehicle at the event.
- Before the test drive, **84% of respondents said** that if they were to purchase or lease a vehicle in the next two years, it would **definitely or likely be an EV**
- After the test drive, 80% said their opinion of EVs was much or somewhat better, and **100% said they would definitely or likely purchase an EV as their next vehicle.**

CONTACT:

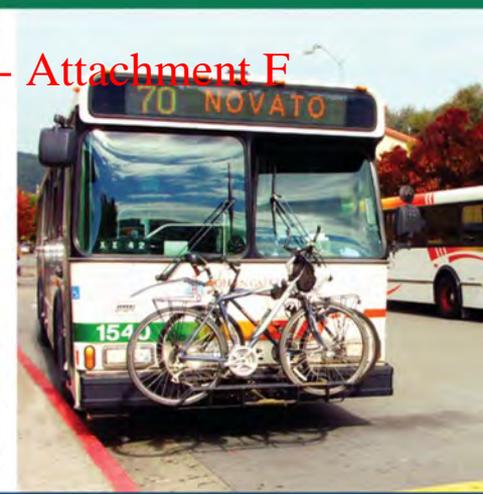


Considerations for Future of Program

- Maintain focus on Public Agencies
- Consider adjusting TAM's program in these areas:
 - Coordination with funding partners - *to maximize leverage and streamline project delivery*
 - For example: Partner with MCE on CalEVIP
 - Rebate levels for chargers and vehicles – *evaluate rebate levels in context of other rebate programs*
 - Technical Assistance and public outreach – *how to address today's and tomorrows challenges*
 - Support for pilots - *where they make sense*
- Still some uncertainty regarding technology, role of private funding



Item 11 - Attachment E



Questions?

Derek McGill, TAM Planning Manager



DATE: February 27, 2020

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Derek McGill, Planning Manager

SUBJECT: Plan Bay Area 2050 Update (Discussion), Agenda Item No. 12

RECOMMENDATION

N/A. This item is for discussion only.

BACKGROUND

Every four years, the Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG) are required to develop and adopt a Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). The last RTP/SCS, known as Plan Bay Area 2040, was adopted in August of 2017. Immediately following the adoption of Plan Bay Area 2040, MTC staff began development of a scenario planning process, Horizon, and the update to the RTP/SCS known as Plan Bay Area 2050.

As the Congestion Management Agency (CMA) for Marin County, TAM is required to coordinate with MTC on the development of the RTP/SCS and to submit projects on behalf of Marin County. In April 2019, the TAM Board approved an initial list of projects for consideration in Plan Bay Area 2050, included as **Attachment A**.

At the last two TAM board meetings, staff provided an overview of the activities to date with Plan Bay Area 2050. Staff will continue to provide updates on this process as key elements of the plan are drafted and when TAM revises its initial list of projects to meet fiscal constraints. The TAM Board will receive a draft revised project list for consideration/acceptance at the March 2020 Board meeting.

DISCUSSION/ANALYSIS

Overview of Plan Bay Area 2050

The RTP/SCS process is the result of state legislation, specifically SB 375, requiring regional planning agencies to integrate a sustainable community strategy within the regional transportation plan to align land use, transportation and housing decisions to achieve Greenhouse Gas (GHG) reduction goals set by the California Air Resource Board (CARB).

In November 2018, CARB reported that although RTP/SCSs have identified strategies that meet these goals, as well as public health, environment and social justice goals, the state is falling short of implementing the goals set in SB 375, with emissions from statewide passenger vehicle travel per capita increasing. As a result, Plan Bay Area 2050 must achieve a more ambitious GHG reduction mandate from the State: 19% reduction by 2035, compared to 2005 levels. This reduction level applies to the reduction of GHG from passenger Vehicle Miles Traveled (VMT) and not technology improvements such as Electric Vehicles (EV) that are

included in the state regulatory framework. This reduction in GHG emissions is directly related to the transportation required due to the forecasted number and location of jobs and housing.

The Plan Bay Area 2050 Draft Blueprint will identify complementary strategies designed to advance the Guiding Principles adopted by MTC in September 2019. The Draft Blueprint strategies are organized into four interconnected topical areas: transportation, housing, economy, and environment. The Draft Blueprint will study two different packages of strategies: “Blueprint Basic” that assumes the continuation of current revenue levels, and “Blueprint Plus” that integrates new regional revenues to support a more expansive strategy package.

Update on Plan Bay Area Work Activities

MTC held a two-day Commission workshop on January 30 and 31, 2020 to discuss the development of the Draft Blueprint for the Plan, including the transportation and growth framework elements of the Plan. Since that time, MTC has conducted the following:

- *Project Performance results released.* – MTC has completed its project performance assessment, testing investments over \$250M against a range of three different scenarios to assess the cost-benefit and equity scores of each investment. TAM will work with MTC to understand how the project performance assessment will be used in the development of the Plan. These results are included as **Attachment B**.
- *Draft Growth Framework released* – MTC has developed a draft growth framework recommendation that protects areas designated as Priority Conservation Areas (PCAs), areas outside existing Urban Growth Boundaries and areas of unmitigated sea level rise in the plan. The growth framework proposes growth in Priority Development Areas (PDAs), Transit Rich Areas (TRAs), and High Resource Areas (HRAs) throughout the region.
- *Draft Blueprint Strategies released* – MTC also released a draft list of 25 strategies (or policy bundles) for the four elements of the plan (Transportation, Housing, Environment and Economy). These elements are intended to work together to advance equity and meet the Plan’s GHG reduction goals.

Upcoming TAM Fiscally Constrained Project List

In April 2019, the TAM Board accepted its initial draft list of projects for Marin County for consideration in Plan Bay Area 2050. MTC’s primary goal at that time was to identify a universe of projects to be considered for inclusion into Plan Bay Area 2050. This project list is included as **Attachment A**; identifying approximately \$3.6B in improvements to Marin County’s transportation network.

In January 2020, MTC provided a draft forecast of county funding available to TAM over the 30-year planning horizon covered in Plan Bay Area 2050. This 30-year financial forecast is split into two timeframes to comply with the state’s GHG reduction mandate by 2035. The financial forecast includes the following major sources of funding:

- One Bay Area Grant (OBAG) Funding – this federal funding is distributed based on a 50% split to PDAs, and future funding cycles are not expected until 2023, pending federal transportation bill reauthorization. Typically, these funds average \$10M per cycle for Marin County and are split amongst a pool of eligible projects.
- Regional Transportation Improvement Funding (RTIP) – this state funding source is used for capital improvements and will not be available for TAM until approximately 2028 due to prior project advances that are being repaid.
- County Sales Tax Funding and Vehicle Registration Fees – our local ½-Cent \Transportation Sales Tax Measure (Measure AA) and Vehicle Registration Fee (Measure B) funds are required to be spent in accordance with the voter approved expenditure plans. TAM spends approximately 77% of Measure AA, and 75% of Measure B on operations and maintenance of the system.

- Transportation for Clean Air (TFCA) County Share – these funds, available from the Bay Area Air Quality Management District (BAAQD) and distributed by TAM, are typically spent to support bike and pedestrian projects, or projects that meet BAAQMD emission reduction metrics.
- Local Partnership Program (Formula) – this state funding source is for Self Help Counties that have voter-approved fee or sales tax measures dedicated to transportation. It is eligible for capital investments as determined by the TAM Board and approved by CTC. These funds are intended to support TAM-led projects but can be made available to other agencies projects. These funds are dispersed in cycles every 2-3 years of approximately \$580k annually.

Approximately \$557M is determined to be available for purposes of submitting a fiscally constrained project list for the Plan, as shown below.

Table 1: Plan Bay Area 2050 Draft Financial Projections for Marin County
(Numbers in \$ Millions)

	OBAG	RTIP	Meas. AA	Meas. B VRF	TFCA	LPP	Total Available
MARIN							
Bin 1 (2021-2035)	31.95	47.95	121.63	11.55	7.39	12.42	232.89
Bin 2 (2036-2050)	48.20	72.83	176.16	9.12	5.83	12.42	324.56
Total	80	121	298	21	13	25	557

In addition to the above funding sources, the following funds are anticipated to be assigned to Marin County Projects:

- Regional Measure 3
- Active Transportation Program
- State Highway Operations and Protection Program
- Other Bridge Toll Funds
- Federal Transit administration (FTA) Funding
- Local Streets and Roads funding

TAM staff is working to develop a revised project list that takes into consideration the source of anticipated funding for our projects and program categories. TAM has conducted this process many times in the past, with the intention to allow all Marin County projects into the RTP to then compete for funding when those funds become available and the projects are ready to proceed. This revised list will be presented to the TAM Board for review and approval at its March meeting.

FISCAL CONSIDERATION

Plan Bay Area 2050 does not program or allocate funding. However, transportation projects in the RTP are included in CEQA (California Environmental Quality Act) requirements related to air quality for the region, allowing projects to become eligible for state and federal funding.

NEXT STEPS

Staff will work with MTC and project sponsors to bring a revised, fiscally constrained county project list to the Board for review in March 2020. Staff will work closely with MTC to interpret the results of the project performance effort and develop regional priorities for inclusion into the RTP.

MTC is expected to continue discussion on the transportation blueprint of the plan, and TAM staff will report out on this effort over the coming months. Once the transportation element of the plan is drafted, the plan timeline is summarized as follows:

- MTC will develop draft regional population and housing growth forecasts for local jurisdictions' review in early 2020;
- Develop the Draft Plan Bay Area 2050 Report and environmental reports, in late 2020
- Approve the environmental reports and Plan Bay Area 2050 in mid-2021, and
- Adopt RHNA allocations in 2021.

ATTACHMENTS

Attachment A: TAM Board Initial Project List – Approved April 2019

Attachment B: MTC Plan Bay Areas 2050 Final Project Performance

Attachment C: TAM Board Presentation



TAM DRAFT RTP Project List – April 25, 2019

Programmatic Category	Projects in Category (not exclusive)
Minor Highway Improvements	Highway Interchange Improvements Bellam Boulevard Improvements Bike/Ped Crossings Auxiliary Lanes
Minor Roadway Improvements	Local Road Rehab Projects Sea Level Rise Bridge Replacement HSIP Projects Sir Francis Drake Boulevard 3rd Street 2 nd Street East Blithedale Ave
Minor Transit Improvements	Bus Stop Shelter Replacements Access to transit Fleet Expansion/Facilities Manzanita Park and Ride Other Park and Ride Improvements Transit Service Expansion
New Bicycle & Pedestrian Facilities	North South Greenway Projects SMART Multi Use Path Cross Marin Bikeway 2nd to Anderson Path Grand Avenue East Francisco Boulevard Central Marin Gap Closure Bay Trail Segments Approaches to the RSR Bridge Safe Pathways Projects Small Safety Projects Safe Routes to Transit Projects
Management Systems	Ramp Metering Phase 1 & 2 Innovative Technology
Safety and Security	Safe Routes to Schools Program Crossing Guard Program
Travel Demand Management	TDM Program Alt Fuels Program Traveler Information Programs
Intersection Improvements	Anderson at Drake The Hub
Multimodal Streetscape Improvements	Local Road Improvements



		Project Sponsor	Est. Construction Date	Est. Operation Date	Project Cost
Non-Exempt Projects					
<i>Transit Capacity Increasing</i>					
SMART Larkspur Extension	Project Completed 2019		2019	2019	\$ 40
Downtown Novato SMART Station	Fully Funded		2019	2019	\$ 5
San Rafael Transit Center Relocation		GGBHTD	2024	2026	\$ 45
Marin Transit O&M Facility		MT	2021	2024	\$ 31
Larkspur Ferry Parking Garage		GGBHTD	2024	2026	\$ 64
Bus On Shoulder on Highway 101		TAM	2027	2029	\$ 50
<i>Subtotal</i>					\$ 190
<i>Roadway Capacity Increasing</i>					
RSR Eastbound Travel Lane	-		-	2017	\$ 74
Marin Sonoma Narrows		TAM	2020	2023	\$ 151
US 101/I-580 Direct Connector		TAM	2025	2026	\$ 147
RSR Westbound Joint Use Lane*		TAM	2022	2023	\$ 160
Resilient State Route 37		TAM	2030	2036	\$ 1,000
Novato Boulevard**		Novato	2021	2023	\$ 15
<i>Subtotal</i>					\$ 1,473
TOTAL					\$ 1,664
<i>MTC Target Budget</i>					1,174

* Funding from Toll O&M

** The addition of a roadway lane requires this project to be listed as a non-exempt project.

Additional Notes – Projects in ~~Strikethrough text~~ indicate fully funded projects or completed projects since the last RTP submittal process. MTC target budget does not provide a forecast for revenue sources and will be revised once revenue forecasts are developed.



Horizon/Plan Bay Area 2050: Final Project Performance Findings

Attachment A: Overall Summary Table

Benefit-Cost Ratios and Equity Scores across Three Futures, and Guiding Principle Flags

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Project Type	Project ID	Row ID	Project	Project Source	Lifecycle Cost	Guiding Principle Flags	Benefit-Cost Ratio			Equity Score		
							Rising Tides Falling Fortunes	Clean and Green	Back to the Future	Rising Tides Falling Fortunes	Clean and Green	Back to the Future
Build Core Rail	1004	1	New San Francisco-Oakland Transbay Rail Crossing - Commuter Rail (Crossing 5)	Crossings Study	\$46.1B	2	0.7	2	2	Even	Even	Even
	1007	2	New San Francisco-Oakland Transbay Rail Crossing - BART + Commuter Rail (Crossing 7)	Crossings Study	\$83.5B	2	0.6	1	1	Even	Even	Even
	1002	3	New San Francisco-Oakland Transbay Rail Crossing - BART (Crossing 3: Mission St)	Crossings Study	\$36.2B	0	0.6	1	1	Even	Even	Even
	1003	4	New San Francisco-Oakland Transbay Rail Crossing - BART (Crossing 4: New Markets)	Crossings Study	\$37.4B	0	0.6	1	1	Even	Even	Even
	2300	5	Caltrain Downtown Extension	TJPA	\$4.8B	0	<0.5	0.7	0.6	Challenges	Challenges	Challenges
	2205	6	BART to Silicon Valley (Phase 2)	VTA	\$6.0B	0	<0.5	<0.5	0.6	Advances	Advances	Even
	2306	7	Dumbarton Rail (Redwood City to Union City)	SamTrans + CCAG	\$3.9B	0	<0.5	<0.5	0.5	Even	Even	Challenges
	2310	8	Megaregional Rail Network + Resilience Project (Caltrain, ACE, Valley Link, Dumbarton, Cap Cor)	City of San Jose	\$54.1B	2	<0.5	0.5	<0.5	Challenges	Challenges	Challenges
	2208	9	BART Gap Closure (Millbrae to Silicon Valley)	VTA	\$40.4B	0	<0.5	<0.5	<0.5	Advances	Advances	Even
	6002	10	SMART to Richmond via New Richmond-San Rafael Bridge	Public/NGO Submission	\$5.0B	2	<0.5	<0.5	<0.5	Challenges	Challenges	Challenges
Extend Rail Network - High Cost	2308	11	Valley Link (Dublin to San Joaquin Valley)	TVSJVRRRA	\$3.0B	0	<0.5	1	1	Even	Even	Even
	2309	12	Altamont Corridor Vision Phase 1 (to San Joaquin Valley)	TVSJVRRRA, SJRRC	\$4.6B	0	<0.5	0.6	0.7	Challenges	Challenges	Challenges
	2206	13	BART Extension from Diridon to Cupertino	VTA	\$12.1B	0	<0.5	<0.5	<0.5	Even	Advances	Even
	2207	14	BART Extension from Diridon to Gilroy (replacing existing Caltrain)	VTA	\$17.7B	1	<0.5	<0.5	<0.5	Even	Advances	Even
	2204	15	BART on I-680 (Walnut Creek to West Dublin/Pleasanton)	Caltrans	\$11.0B	0	<0.5	<0.5	<0.5	Even	Even	Even
	2203	16	BART to Hercules & I-80 Bus from Vallejo to Oakland	CCTA	\$5.8B	0	<0.5	<0.5	<0.5	Challenges	Challenges	Challenges
Extend Rail Network - Low Cost	2312	17	ACE Rail Service Increase (10 Daily Roundtrips)	SJRRC	\$1.3B	0	<0.5	1	1	Challenges	Challenges	Challenges
	2202	18	BART DMU Extension to Brentwood	CCTA	\$0.6B	0	<0.5	0.5	<0.5	Advances	Challenges	Challenges
	2305	19	SMART to Solano (Novato to Suisun City, without sea level rise protections)	SMART	\$1.6B	0	<0.5	<0.5	<0.5	Even	Challenges	Challenges
	2304	20	SMART Extension to Cloverdale	SMART	\$0.5B	0	<0.5	<0.5	<0.5	Challenges	Even	Challenges
Optimize Existing Transit Network - High Cost	2201	21	BART Core Capacity	BART	\$4.5B	0	1	2	2	Even	Even	Even
	2001	22	AC Transit Local Rapid Network: Capital Improvements + Service Increase	AC Transit	\$6.4B	0	0.5	0.6	0.8	Advances	Advances	Even
	2303	23	Caltrain Full Electrification and Blended System: High Growth	VTA, City of San Jose	\$31.3B	2	<0.5	1	0.5	Challenges	Even	Challenges
	2302	24	Caltrain Full Electrification and Blended System: Moderate Growth	Caltrain + HSR	\$24.6B	2	<0.5	0.9	0.5	Challenges	Even	Challenges
	2005	25	Alameda County BRT Network + Connected Vehicle Corridors	ACTC	\$4.0B	0	<0.5	<0.5	0.6	Advances	Advances	Even
	2410	26	VTA LRT Systemwide Grade Separation and Full Automation	City of San Jose	\$14.8B	1	<0.5	<0.5	0.7	Advances	Advances	Even
	2409	27	VTA LRT Systemwide Grade Separation	VTA	\$11.6B	0	<0.5	<0.5	0.5	Advances	Advances	Even
	2401	28	North San Jose LRT Subway	VTA	\$4.9B	0	<0.5	<0.5	0.5	Even	Advances	Even
	2411	29	VTA LRT Systemwide Grade Separation, Network Expansion, and Full Automation	VTA, City of San Jose	\$44.2B	0	<0.5	<0.5	<0.5	Advances	Advances	Even
	2407	30	Muni Metro Southwest M-Line Subway	SFCTA	\$5.6B	0	<0.5	<0.5	<0.5	Advances	Advances	Challenges
	2301	31	Caltrain Full Electrification and Blended System: Base Growth	Caltrain + HSR	\$20.9B	2	<0.5	<0.5	<0.5	Even	Even	Even

Lifecycle Costs: This includes initial capital cost, annual O&M costs, rehabilitation and replacements costs, and a residual value of the investment at the end of the analysis period, calculated using discounted present value methodology. Refer to Attachment D for details, and for costs as reviewed with sponsors. Note: Societal transfers such as fare/toll revenue (or loss) are excluded from both benefits and costs, following standard practice for societal benefit-cost analyses.

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							Rising Tides Falling Fortunes	Clean and Green	Back to the Future	Rising Tides Falling Fortunes	Clean and Green	Back to the Future
Optimize Existing Transit Network - Low Cost	3001	32	Treasure Island Congestion Pricing	SF	\$0.8B	1	8	7	>10	Challenges	Challenges	Challenges
	6111	33	Integrated Transit Fare System (with Transit Capacity Expansion)	Public/NGO Submission	\$0.3B	0	6	7	>10	Advances	Advances	Advances
	6112	34	Integrated Transit Fare System and Seamless Transfers (with Transit Capacity Expansion)	Public/NGO Submission	\$0.5B	0	5	7	>10	Advances	Advances	Advances
	2209	35	Irvington BART Infill Station	ACTC	\$0.2B	0	1	1	9	Even	Even	Even
	3002	36	Downtown San Francisco Congestion Pricing	SF	\$0.3B	1	2	3	4	Challenges	Challenges	Challenges
	2007	37	San Francisco Southeast Waterfront Transit Improvements	SF	\$0.6B	0	2	3	4	Even	Even	Even
	2100	38	San Pablo BRT	AC Transit	\$0.5B	0	1	3	4	Advances	Advances	Even
	2008	39	Alameda Point Transit Network Improvements	ACTC	\$0.5B	0	0.7	3	4	Even	Even	Even
	2000	40	AC Transit Local Network: Service Increase	AC Transit	\$2.6B	0	1	2	2	Advances	Advances	Even
	2101	41	Geary BRT (Phase 2)	SF	\$0.6B	0	1	2	3	Even	Even	Challenges
	2105	42	Alameda County E14th St/Mission and Fremont Blvd Multimodal Corridor	ACTC	\$0.5B	0	1	2	2	Advances	Advances	Even
	2103	43	SamTrans El Camino Real BRT: Capital and Service Improvements	CCAG	\$0.6B	0	1	1	2	Advances	Even	Challenges
	2003	44	Muni Forward: Capital Improvements + Service Increase	SF	\$2.9B	0	0.7	2	1	Even	Even	Even
	6100	45	Integrated Transit Fare System	Public/NGO Submission	\$0.3B	0	2	<0.5	5	Advances	Advances	Advances
	2004	46	Sonoma Countywide Bus: Service Increase	SCTA	\$0.9B	0	<0.5	<0.5	1	Advances	Even	Even
2400	47	Downtown San Jose LRT Subway	VTA	\$1.9B	0	<0.5	<0.5	1	Even	Even	Even	
6106	48	Free Transit for Low-Income Households	Public/NGO Submission	\$0.1B	0	<0.5	<0.5	<0.5	Advances	Advances	Advances	
6101	49	Free Transit for All	Public/NGO Submission	\$0.1B	1	<0.5	<0.5	<0.5	Advances	Advances	Advances	
Build Local Transit	4000	50	Oakland/Alameda Gondola Network	City of Oakland	\$1.1B	1	0.7	<0.5	2	Even	Advances	Even
	4001	51	Mountain View AV Network (Free Fare, Subsidies from Companies)	City of Mountain View	\$1.4B	1	<0.5	0.9	1	Advances	Advances	Advances
	2403	52	Vasona LRT Extension (Phase 2)	VTA	\$0.3B	0	0.7	<0.5	1	Advances	Advances	Even
	2412	53	SR-85 LRT (Mountain View to US101 interchange)	City of Cupertino	\$3.7B	0	<0.5	0.7	0.6	Even	Challenges	Even
	2408	54	Muni Metro T-Third Extension to South San Francisco	City of South San Fran..	\$1.8B	0	<0.5	<0.5	1	Challenges	Challenges	Even
	4002	55	Contra Costa Autonomous Shuttle Program	CCTA	\$3.4B	0	<0.5	<0.5	<0.5	Advances	Even	Challenges
	4003	56	Cupertino-Mountain View-San Jose Elevated Maglev Rail Loop	City of Cupertino	\$8.1B	1	<0.5	<0.5	<0.5	Challenges	Challenges	Challenges
	2402	57	San Jose Airport People Mover	VTA	\$1.4B	0	<0.5	<0.5	<0.5	Even	Challenges	Even
Enhance Alternate Modes	2600	58	WETA Ferry Service Frequency Increase	WETA	\$0.4B	0	2	6	3	Challenges	Even	Even
	6006	59	Enhanced Regionwide Bike Infrastructure	MTC/ABAG	\$12.6B	0	1	3	3	Advances	Advances	Advances
	2602	60	WETA Ferry Service: Berkeley - San Francisco	WETA	\$0.2B	0	<0.5	1	1	Advances	Even	Even
	2700	61	Bay Bridge West Span Bike Path	MTC/ABAG	\$0.8B	0	<0.5	1	0.5	Even	Challenges	Challenges
	2603	62	WETA Ferry Service: Redwood City - San Francisco - Oakland	WETA	\$0.3B	0	0.6	0.6	<0.5	Even	Even	Even
	4004	63	Regional Hovercraft Network	CCAG	\$2.6B	0	<0.5	0.6	<0.5	Even	Challenges	Advances
	6004	64	Bay Trail Completion	Public/NGO Submission	n/a	0	cannot be modeled			cannot be modeled		
	6005	65	Regional Bicycle Superhighway Network	Public/NGO Submission	n/a	0	cannot be modeled			cannot be modeled		

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Build Road Capacity - High Cost	1001	66	Southern Crossing Bridge + New San Francisco-Oakland Transbay Rail Crossing - BART (Crossin..	Crossings Study	\$47.1B	1	0.6	1	2	Even	Even	Even
	3000	67	Regional Express Lanes (MTC + VTA + ACTC + US-101)	MTC/ABAG	\$12.1B	1	0.5	0.6	2	Challenges	Challenges	Challenges
	1005	68	Mid-Bay Bridge (I-238 to I-380) (Crossing 2)	Crossings Study	\$19.9B	2	<0.5	<0.5	1	Even	Challenges	Even
	1006	69	San Mateo Bridge Reconstruction and Widening (Crossing 1)	Crossings Study	\$15.7B	1	<0.5	<0.5	<0.5	Advances	Challenges	Even
Build Road Capacity - Low Cost	3101	70	I-680/SR-4 Interchange Improvements (Direct/HOV Connectors, Ramp Widening, Auxiliary Lan..	CCTA	\$0.4B	1	<0.5	2	3	Even	Challenges	Even
	3110	71	Union City-Fremont East-West Connector	ACTC	\$0.4B	1	0.7	1	3	Even	Even	Even
	3102	72	SR-4 Operational Improvements	CCTA	\$0.5B	1	<0.5	1	2	Challenges	Challenges	Even
	3104	73	I-80/I-680/SR-12 Interchange + Widening (Phases 2B-7)	STA	\$0.7B	2	<0.5	1	1	Challenges	Even	Even
	3103	74	SR-4 Widening (Brentwood to Discovery Bay)	CCTA	\$0.4B	1	<0.5	<0.5	6	Advances	Even	Challenges
	3106	75	SR-152 Realignment and Tolling	VTA	\$1.9B	2	2	<0.5	<0.5	Even	Challenges	Even
	3109	76	SR-262 Widening and Interchange Improvements	ACTC	\$1.2B	2	<0.5	<0.5	1	Even	Even	Challenges
	3100	77	SR-239 Widening (Brentwood to Tracy including Airport Connector)	CCTA	\$2.4B	1	<0.5	<0.5	0.9	Challenges	Advances	Challenges
	3105	78	SR-12 Widening (I-80 to Rio Vista)	STA	\$2.5B	2	<0.5	<0.5	0.7	Even	Challenges	Even
	Optimize Existing Freeway Network	5000	79	Bay Area Forward (Phase 1: Freeway Ramp and Arterial Components Only)	MTC/ABAG	\$0.6B	1	7	9	6	Challenges	Challenges
6103		80	Demand-Based Tolling on All Highways with Means-Based Tolls	Public/NGO Submission	\$6.0B	1	2	0.8	9	Even	Even	Even
6102		81	HOV Lane Network with per-mile fee for SOVs	Public/NGO Submission	\$7.7B	1	2	<0.5	5	Challenges	Challenges	Challenges
3003		82	San Francisco Arterial HOV and Freeway HOT Lanes	SF	\$1.3B	0	0.5	0.9	3	Challenges	Challenges	Even
2002		83	AC Transit Transbay Network: Capital Improvements + Service Increase	AC Transit	\$6.5B	0	0.5	0.8	1	Challenges	Challenges	Challenges
6022		84	Bus Rapid Transit (BRT) on All Bridges: Dedicated Lanes + Service/Capacity Improvements	Public/NGO Submission	\$1.2B	0	0.6	1	<0.5	Advances	Advances	Even
6020		85	Regional Express (ReX) Bus Network + Optimized Express Lane Network	Public/NGO Submission	\$41.0B	1	<0.5	0.7	0.5	Challenges	Challenges	Challenges
5003		86	I-680 Corridor Improvements (BRT, Express Bus, Shared AVs, Gondolas)	CCTA	\$4.6B	0	<0.5	0.5	0.6	Even	Even	Even
6104		87	Reversible Lanes on Top 10 Congested Bridges and Freeways	Public/NGO Submission	\$2.4B	1	<0.5	<0.5	<0.5	Challenges	Even	Advances
6003		88	I-80 Corridor Overhaul with Per-Mile Tolling	Public/NGO Submission	\$3.9B	1	<0.5	<0.5	<0.5	Even	Challenges	Challenges
6021		89	Bus Rapid Transit (BRT) on All Bridges: Dedicated Lanes only	Public/NGO Submission	\$0.2B	0	<0.5	<0.5	<0.5	Advances	Advances	Even
6105		90	Timing Regulation of Freight Delivery	Public/NGO Submission	n/a	1	cannot be modeled			cannot be modeled		
Resilience		7002	91	I-580/US-101/SMART Marin Resilience Project	MTC/ABAG/BCDC	\$0.2B	0	>10	>10	>10	Challenges	Challenges
	7005	92	SR-237 Resilience Project (Alviso)	MTC/ABAG/BCDC	\$0.2B	0	>10	n/a	>10	Even	n/a	Even
	7006	93	I-880 Resilience Project (South Fremont)	MTC/ABAG/BCDC	\$0.1B	0	>10	n/a	n/a	Challenges	n/a	n/a
	7004	94	SR-84 Resilience Project (Dumbarton Bridge, 101 Interchange)	MTC/ABAG/BCDC	\$0.2B	0	>10	n/a	n/a	Challenges	n/a	n/a
	7003	95	US-101 Peninsula Resilience Project (San Antonio Rd, Poplar Ave, Millbrae Ave)	MTC/ABAG/BCDC	\$0.2B	0	>10	n/a	n/a	Challenges	n/a	n/a
	7001	96	VTA LRT Resilience Project (Tasman West)	MTC/ABAG/BCDC	\$0.2B	0	5	5	8	Even	Advances	Even
	3200	97	SR-37 Long Term Project (Tolling, Elevation, Interchanges, Widening, Express Bus)	MTC/ABAG/North Bay ..	\$6.0B	2	2	2	0.7	Challenges	Challenges	Challenges

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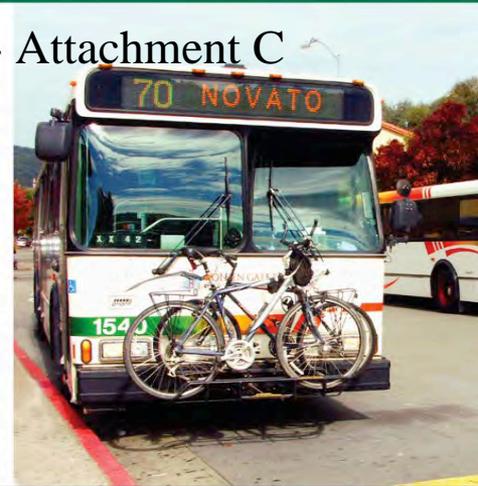
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MTC Plan Bay Area 2050 Update

TAM Board of Commissioners
February 27, 2020



Plan Bay Area Background

- Regional Transportation Plan (RTP) is a Federal and State Mandated Process
- In 2008, SB 375 integrated Transportation & Land Use planning to meet greenhouse gas (GHG) reduction targets – Sustainable Community Strategy (SCS):
 - Show how region meets GHG goals
 - Show how the region will house its population
- Allows Transportation Projects to Meet Air Quality Requirements, a condition of Regional, State and Federal Funding

Main Elements of PBA 2050

Similar to *Horizon*, *Plan Bay Area 2050* is integrating **four core topic areas**, as we work to create a long-range integrated regional vision for the next 30 years

Cross-Cutting Issues



Equity

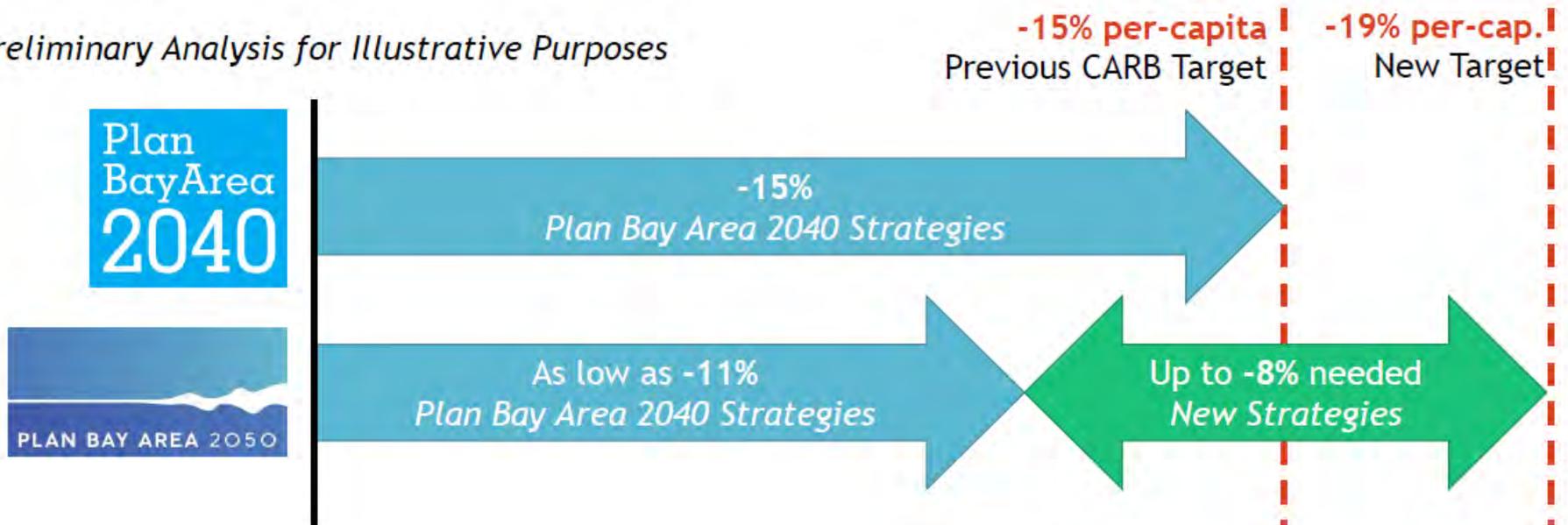


Resilience



Plan Bay Area 2050 Must Meet a More Ambitious Greenhouse Gas Reduction Target Under SB 375

Preliminary Analysis for Illustrative Purposes



Draft Regional Growth Framework

Protect



Areas outside Urban Growth Boundaries (including PCAs)



Unmitigated High Hazard Areas

Prioritize



PDAs



PPAs



TRAs:
Frequent Regional Rail



TRAs*
All Other



HRAs*

* Applies to all jurisdictions except those that have already nominated more than 50% of PDA-eligible areas



MTC's Draft PBA 2050 Strategies

Bold Strategies for a More Affordable Bay Area



Reduce the region's extreme cost of living by enabling over a million new homes near public transit

Strategies include:

- Allow a Greater Mix of Housing Types and Densities in Growth Areas
- Reduce Barriers to Housing Near Transit and in Areas of High Opportunity

Draft Blueprint: Strategies



Produce and preserve much-needed affordable housing through public, non-profit, and private sector action

Strategies include:

- Fund Affordable Housing Protection, Preservation, and Production
- Require 10 to 20 Percent of New Housing to be Affordable



Provide robust discounts for low-income residents both for tolls and transit fares

Strategies include:

- Reform Regional Transit Fare Policy
- Implement Per-Mile Tolling on Congested Freeways with Transit Alternatives

MTC's Draft PBA 2050 Strategies

Bold Strategies for a More Connected Bay Area



Create a world-class public transportation system, emphasizing maintenance and ridership as critical twin goals

Strategies include:

- Operate and Maintain the Existing System
- Advance Low-Cost Transit Projects
- Build a New Transbay Crossing

Standardize transit fares across the region and advance seamless mobility through unified trip planning & payment

Strategies include:

- Reform Regional Fare Policy
- Enable Seamless Mobility with Unified Trip Planning and Fare Payments

Permanently reduce traffic congestion through a proven approach of pricing select corridors

Strategies include:

- Implement Per-Mile Tolling on Congested Freeways with Transit Alternatives

MTC's Draft PBA 2050 Strategies

Bold Strategies for a More Diverse Bay Area



Protect renters from being displaced to the region's periphery and beyond

Strategies include:

- Further Strengthen Renter Protections Beyond State Legislation



Tackle racial inequities by enabling more housing in historically-exclusionary places

Strategies include:

- Allow a Greater Mix of Housing Types and Densities in Growth Areas
- Reduce Barriers to Housing Near Transit and in Areas of High Opportunity



Create opportunities to grow the middle class through business incubators and childcare programs

Strategies include:

- Expand Childcare Support for Low-Income Families
- Create Incubator Programs in Economically-Challenged Areas

MTC's Draft PBA 2050 Strategies

Bold Strategies for a More Healthy Bay Area



Eliminate traffic deaths by making streets safer for all roadway users

Strategies include:

- Advance Regional Vision Zero Policy through Street Design and Reduced Speeds
- Build a Complete Streets Network

Draft Blueprint: Strategies



Protect tens of thousands of Bay Area homes from rising sea levels and from potential earthquake damage

Strategies include:

- Adapt to Sea Level Rise
- Modernize Existing Building with Seismic, Wildfire, Drought, and Energy Retrofits



Ensure the region's greenbelt remains protected for future generations

Strategies include:

- Maintain Urban Growth Boundaries
- Protect High-Value Conservation Lands

MTC's Draft PBA 2050 Strategies

Bold Strategies for a More Vibrant Bay Area



Encourage more job growth in housing-rich areas through strategic regional impact fees

Strategies include:

- Assess Transportation Impact Fees on New Office Developments
- Assess Jobs-Housing Imbalance Fees on New Office Developments

Draft Blueprint: Strategies



Preserve critical industrial lands and work to catalyze job growth in these locations

Strategies include:

- Retain Key Industrial Lands through Establishment of Priority Production Areas
- Create Incubator Programs in Economically-Challenged Areas



Convert aging 20th century malls and office parks into vibrant mixed-use destinations for the 21st century

Strategies include:

- Transform Aging Malls and Office Parks into Neighborhoods

County Project Revision Process

- Goal is to include all Marin County Projects in PBA 2050 within identified Budget of \$557M
- Schedule of Projects
 - 2020-2035 - \$233M
 - 2035-2050 - \$325M
- Policies around each funding source
 - OBAG, RTIP, LPP, TFCA, County Funds
- Expectation of regional funds
 - RM3, SHOPP, ATP

Coordinating with MTC and North Bay Counties on SR-37



Questions and Discussion

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