



DATE: January 19, 2021

TO: Transportation Authority of Marin Citizens' Oversight Committee

FROM: Li Zhang, Chief Financial Officer/Deputy Executive Director
Molly Graham, Public Outreach Coordinator

SUBJECT: Review and Approval the FY2019-20 COC/2020 TAM Annual Report (Action), Agenda Item No. 6

RECOMMENDATION:

Staff recommends that the Citizens' Oversight Committee (COC) reviews the combined FY2019-20 Citizens' Oversight Committee (COC)/2020 Transportation Authority of Marin (TAM) Annual Report, provides feedback, and authorizes the Chairperson to work with the Annual Report Development Subcommittee and staff to finalize the report and present it to the TAM Board for acceptance at its January 28, 2021 meeting.

BACKGROUND:

The annual report provides an overview of TAM's progress to deliver transportation projects and programs and it provides documentation and assurance 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. The report also provides a status update of high priority transportation programs and projects that are paid for with other regional, state and federal funds. This annual report is prepared in fulfillment of statutory and Expenditure Plan requirements.

Staff would like to thank the COC Annual Report Sub-Committee for its valuable review and input to create this draft report. Annual Report Sub-Committee Members are: Peter Pelham, Charley Vogt, Kevin Hagerty, Veda Florez and Zack Macdonald.

DISCUSSION/ANALYSIS:

The annual report is one of the primary tools to provide a comprehensive overview of TAM's progress to deliver transportation projects and programs in Marin County. The 2020 report includes an introductory section that highlights the key accomplishments achieved this year and acknowledges the context of the COVID-19 pandemic and the many challenges confronted in 2020.

The following sections are presented in the FY2019-20 COC/2020 TAM Annual Report:

- Letter from the TAM Board Chairperson
- About the Transportation Authority of Marin
- Message from the COC Chairperson
- 2020 Key Updates and Highlights

Funding
Projects
Transit
Programs
Planning and Coordination
Community Engagement
Featured COC Member of the Year
Financial Picture

Distribution Plan

Below are many of the key distribution contacts for the annual report. We encourage COC members to provide additional contacts to ensure a comprehensive and growing distribution list. Due to COVID-19 and the continued remote work environment there will be additional focus on circulating the report electronically, via TAM's distribution methods, social media, and community partners. The Sub-Committee also discussed the reduction of hard copy production and exploring greener options to produce and distribute the reports.

- Distribute the report to Libraries/City/Town/County Civic Center
- Distribute the report to active committees and partners in transportation including the following:
 1. *Local jurisdictions and various professional groups such Marin Public Works Association, etc.*
 2. *Various Bicycle/Pedestrian Advisory Committees*
 3. *School Districts and private schools throughout the County*
 4. *Business/Chambers of Commerce*
 5. *Transportation partner agencies in the County and in the Region such as other congestion management agencies/sales tax authorities, transit operators, etc.*
 6. *Various advocacy groups and related agencies: 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, when in-person meetings are permitted.

FISCAL CONSIDERATION:

The budget amount needed for production of the report is included in the Document Reproduction line of the FY2020-21 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 and distribution of the hard copies.

NEXT STEPS:

With the approval of the COC, staff will work with the Chairperson and the Subcommittee to finalize the report and the Chairperson will present the final draft report to the TAM Board for acceptance at its January 28, 2021 meeting.

Staff will incorporate any comments from the TAM Board, finalize the FY2019-20 COC/2020 TAM Annual Report, and release it to interested groups, local agencies, advocacy organizations and Marin residents per the distribution plan.

ATTACHMENT:

Draft FY2019-20 COC/2020 TAM Annual Report (Copy of Annual Report Provided Separately)