



DATE: January 28, 2021

TO: Transportation Authority of Marin Board of Commissioners

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

SUBJECT: Review and Approve the FY2019-20 COC/2020 TAM Annual Report (Action), Agenda Item No. 8

RECOMMENDATION:

The TAM Board reviews and approves the FY2019-20 COC/2020 TAM Annual Report and directs staff to finalize the report with the Annual Report Sub-Committee of the Citizens' Oversight Committee (COC) and make it available for the public in February.

The COC reviewed the combined FY2019-20 COC/2020 TAM Annual Report at its January 19, 2021 meeting. The COC provided very favorable feedback on the report, and authorized the Chairperson Peter Pelham to present the report to the TAM Board for review and approval at the January 28, 2021 TAM Board 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 the TAM Board as well as the 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 COC 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 an additional \$6,000 is set aside for the reproduction and distribution of the hard copies.

NEXT STEPS:

With the approval of the TAM Board, staff will finalize the report with the Annual Report Sub-Committee of the COC and make it available for the public in February 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)

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