

**TRANSPORTATION AUTHORITY OF MARIN
BOARD OF COMMISSIONERS MEETING**

NOVEMBER 18, 2021

5:00 P.M.

Zoom

<https://us02web.zoom.us/j/88155449529?pwd=eS9NOTJUMm9kT1ITekZZNXF0QXRvdz09>

Webinar ID: 881 5544 9529

Passcode: 389590



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Belvedere
James Campbell

Corte Madera
Charles Lee

Fairfax
Chance Cutrano

Larkspur
Dan Hillmer

Mill Valley
Urban Carmel

Novato
Eric Lucan

Ross
P. Beach Kuhl

San Anselmo
Brian Colbert

San Rafael
Kate Colin

Sausalito
Susan Cleveland-Knowles

Tiburon
Alice Fredericks

County of Marin
Damon Connolly
Katie Rice
Stephanie Moulton-Peters
Dennis Rodoni
Judy Arnold

As allowed by Governor Newsom's Executive Order N-15-21 and Assembly Bill 361, until further notice the TAM Board meetings will not be providing an in-person meeting location for the public to attend because state and local officials are recommending measures to promote social distancing. The Board will meet via Zoom and members of the public are encouraged to participate remotely as described below. Note: this meeting will not be webcast on Granicus.

How to watch the live meeting using the Zoom link:

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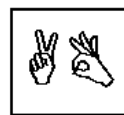
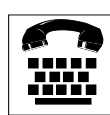
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Teleconference: Members of the public wishing to participate via teleconference, can do so by dialing in to the following number at 6:00 PM on the day of the meeting: **+1 669 900 6833**; Access Code: 881 5544 9529; Password: 389590

How to provide comment on agenda items:

- Before the meeting: email your comments to jdoucette@tam.ca.gov. Please email your comments no later than 5:00 P.M. Wednesday, November 17, 2021, to facilitate timely distribution to Board members. Please include the agenda item number you are addressing and your name and address. Your comments will be forwarded to the TAM Board members and will be placed into the public record.
- During the meeting (only): Your meeting-related comments may be sent to info@tam.ca.gov. During the meeting, your comments will be read (3 minutes limit per comment) when the specific agenda item is considered by the Board. Your comment will also become part of the public record. (In order to ensure staff receives your comment during the meeting, it is recommended that you send your comment early in the meeting.)
- During the meeting (only): If watching this meeting online, click on the "raise hand" feature in the webinar controls. This will notify TAM staff that you would like to comment. If participating by phone, "raise hand" on Zoom by pressing *9 and wait to be called on by the Chair or the Clerk to speak. Ensure that you are in a quiet environment with no background noise. You will be notified that your device has been unmuted when it is your turn to speak. You may be notified prior to your allotted time being over. Your comments will also become part of the public record.



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 Jennifer Doucette, 415-226-0820 or email: jdoucette@tam.ca.gov no later than 5 days before the meeting date.

AGENDA

1. Chair's Report (Discussion)
2. Commissioner Matters Not on the Agenda (Discussion)
3. Commissioner Reports (Discussion)
 - a. MTC Report – Commissioner Connolly
 - b. Marin Transit Report – Commissioner Colin
 - c. SMART Report – Commissioner Lucan
4. Executive Director's Report (Discussion)
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) – **Attachments**
 - a. Approve TAM Board Meeting Minutes October 28, 2021
 - b. Adopt TAM Resolution No. 2021-17 in Compliance with AB 361
 - c. State Legislative Consultant Contract Extension
 - d. Extension of the Information Technology Services Contract with SPTJ Consulting
 - e. Ride Amigos Software Subscription Agreement Extension to Support the Marin Commutes Program
7. Review and Acceptance of the 2021 Measure A/AA Compliance Audit Results (Action) – **Attachment**

MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
TAM

OCTOBER 28, 2021
6:00 PM

Virtual Meeting

MEETING MINUTES

Members Present: Alice Fredericks, Tiburon Town Council
Brian Colbert, San Anselmo Town Council
Damon Connolly, Marin County Board of Supervisors
Eric Lucan, Novato City Council, TAM Chair
Chance Cutrano, Fairfax Town Council
Kate Colin, San Rafael City Council
Stephanie Moulton-Peters, Marin County Board of Supervisors, TAM Vice Chair
Urban Carmel, Mill Valley City Council
Beach Kuhl, Ross Town Council
Katie Rice, Marin County Board of Supervisors
Daniel Hillmer, Larkspur City Council
Judy Arnold, Marin County Board of Supervisors
Susan Cleveland-Knowles, Sausalito City Council
Charles Lee, Corte Madera Town Council

Members Absent: James Campbell, Belvedere City Council
Dennis Rodoni, Marin County Board of Supervisors

Staff Members Present: Anne Richman, Executive Director
Bill Whitney, Principal Project Delivery Manager
Dan Cherrier, Principal Project Delivery Manager
David Chan, Director of Programming and Legislation
Jennifer Doucette, Executive Assistant/Clerk of the Board
Helga Cotter, Senior Accountant/HR Specialist
Derek McGill, Director of Planning
Molly Graham, Public Outreach Coordinator
Grace Zhuang, Accounting & Administrative Specialist
Li Zhang, Deputy Executive Director/Chief Financial Officer
Nick Nguyen, Principal Project Delivery Manager
Scott McDonald, Senior Transportation Planner

Chair Lucan called the meeting to order at 6:04 p.m.

Chair Lucan welcomed everyone to the meeting and asked Executive Assistant/Clerk of the Board Jennifer Doucette to conduct a roll call to ensure a quorum. A quorum of the Board was confirmed and detailed information about how the public may participate was provided.

1. Adopt TAM Resolution No. 2021-16 in Compliance with AB 361 (Action)

Executive Director (ED) Anne Richman recommended the Board adopt Resolution No. 2021-16 for compliance with Assembly Bill (AB) 361 so that TAM Board and Committee meetings can continue to be held virtually. Chair Lucan asked if any members of the public wished to speak or had sent an e-comment, and hearing none, asked for a motion.

Commissioner Cleveland-Knowles moved to adopt TAM Resolution No. 2021-16 for compliance with AB 361, which was seconded by Commissioner Cutrano. A roll call vote was conducted, and the motion was unanimously approved.

2. Chair's Report (Discussion)

Chair Lucan reported on the electric bike (e-bike) share site tour, which was conducted by Bolt Mobility and the City of Richmond's Transportation Demand and Sustainability Manager. Participants included Chair Lucan, Aide to Commissioner Connolly Mary Sackett, and several TAM staff.

3. Commissioner Matters Not on the Agenda (Discussion)

None.

4. Commissioner Reports (Discussion)

Item 4b was taken out of order.

b. Marin Transit Report – Commissioner Colin

Commissioner Colin reported that starting October 1, Marin Transit (MT) will offer free fares for adults aged 65 and older, and people with disabilities, in a pilot program that is aimed to assist people impacted by the COVID-19 pandemic. Free rides on local fixed route service countywide will be provided during this 6-month pilot from October 2021 through March 2022. In addition, two more pilot programs are planned: free transit passes to the families of low-income students who qualify to receive MT free youth passes; and free summer passes for students for approximately 9 weeks in the summer of 2022. The passes will be offered with a valid student identification or proof of age.

Commissioner Colin also reported that on September 13, the MT Board of Directors unanimously approved staff recommendation to award a new Marin Access contract to the firm that submitted the proposal that scored the highest by the evaluation panel, Transdev Services, Inc. MT continues to be committed to ongoing oversight and ensuring that the selected contractor provides safe, hands-on, high-quality, customer-oriented service. MT staff are working with Transdev and Vivalon to ensure facility and vehicle readiness for start of service on February 1, 2022. Mailers and emails were sent to all riders to notify them of the transition to a new service provider. A dedicated page on the MT website with information, FAQs, and an opportunity to provide input has been created. Transdev is committed to offering all qualified Vivalon employees an opportunity to transition to employment with Transdev. Next week, Transdev is holding an open house for Vivalon employees to meet with, and ask questions of, the Transdev management team. Transdev will provide information and documents to start the transfer of employment process.

Lastly, Commissioner Colin reported that on October 1, the MT Board of Directors approved the distribution of \$294,112 to eligible yellow bus programs for remobilization or other impacts due to the COVID19 pandemic. This funding was made available from prior year unused Measure AA funds due to three yellow bus programs that did not operate in FY 2020-21. San Rafael Elementary School District, Miller Creek Elementary School District, Tiburon Joint Powers Authority (Reed Union School District, Cove School) and Ross Valley School District are recipients of the supplemental funds.

Item 4c was taken out of order.

c. SMART Report – Chair Lucan

Chair Lucan reported that the Sonoma Marin Area Rail Transit (SMART) Board of Directors appointed Eddy Cumins as the new General Manager to succeed Farhad Mansourian upon his retirement.

Item 5 was taken out of order.

5. Executive Director's Report (Discussion)

ED Richman provided an update on recent projects and transportation news including updates on the project status of the final segment of the Marin-Sonoma Narrows (MSN); Gate 6 intersection modifications; the northbound Central San Rafael exit ramp and Bon Air bridge closures; the City of Richmond bike share visit; Marin Commutes Fall Campaign; Regional “All Aboard” Transit Campaign; International Walk and Roll to School Day (iWalk); new pedestrian safety measures, including Assembly Bill (AB) 43, which allows more local control over speed limits.

ED Richman also reported on her participation in the Marin Conservation League (MCL) meeting focusing on greenhouse gas (GHG) emission reduction; TAM’s application for a Caltrans sustainable communities grant program; the adoption of Plan Bay Area (PBA) 2050; and State Route (SR) 37 interim flood mitigation environmental clearance.

Lastly, ED Richman called attention to this month’s Caltrans (California Department of Transportation) report.

Chair Lucan opened the discussion to the Board members and public, and hearing none moved to the next agenda item.

4. Commissioner Reports (Discussion)

a. MTC Report – Commissioner Connolly

Commissioner Connolly reported that PBA 2050 was adopted by the Metropolitan Transportation Commission (MTC) and the Associations of Bay Area Governments (ABAG) on October 21.

Commissioner Connolly also reported on the Blue Ribbon Transit Recovery Task Force and its focus on local and regional public transit, recovery, and transformation. The issues considered include fare integration policy; mapping and wayfinding; bus transit priority; network management reform; connected network planning; data collection and coordination; accessibility; and funding.

Commissioner Connolly reported that surveys show that 87% of Bay Area residents believe public transit is important to our region. Coordinated public transit that operates as a seamless, multimodal transit system for the Bay Area is overwhelmingly popular, across riders and non-riders.

Commissioner Connolly noted that most of the bridges are back to 90% of pre-pandemic traffic volumes. Traffic on the Richmond-San Rafael (RSR) Bridge is at 88% of September 2019 level. The Bay Bridge is at 92% of September 2019 level. Single occupancy vehicle trips have recovered faster than carpools or transit. BART ridership is at 19% of 2019 level. High-Occupancy Vehicle (HOV) lane volumes are about 70% of 2019 level. Total vehicle volumes are 98% of 2019 level, with non-HOV lane volumes 18% more than 2019 level.

Commissioner Connolly also noted that there has been a substantial shift towards remote work. Forty percent of employees are working remotely three days a week, and 20% or more are working remotely five days a week. This data is reflected in surveys by both the Silicon Valley Leadership Group and the Bay Area Council.

Lastly, Commissioner Connolly reported that Bay Area transit ridership is slowly increasing but remains significantly below pre-pandemic levels. Stimulus funds, including allocations through the American Rescue Plan Act (ARPA), have been critical in allowing operators to maintain some level of service despite significant revenue losses. Most revenue service today supports transit dependent riders and essential service workers.

In response to Commissioner Carmel's comment that public transportation services have not returned to pre-pandemic levels, Commissioner Connolly noted that there should be a focus on returning regional bus routes to service for riders.

Commissioner Fredericks commented that the Golden Gate Bridge, Highway and Transportation District (GGBHTD) is receiving federal funds to offset the lower levels of ridership due to the pandemic. GGBHTD prioritizes route returns based on employer reopening tracking data.

Commissioner Rice commented that the increase in RSR Bridge traffic reflects the need for more affordable housing.

In response to Vice Chair Moulton Peters, Commissioner Connolly noted that transit riders may express their support of routes by contacting GGBHTD staff or providing comments at the GGBHTD Board meeting.

Commissioner Fredericks noted that members of the public may also provide comment at the GGBHTD's executive committee meetings.

Chair Lucan asked if any members of the public wished to speak or had sent in an e-comment and seeing none, moved to the next agenda item.

6. Open Time for Public Expression

Marin Sonoma Electric Vehicle Squad representative and Larkspur resident David Moller reported that all jurisdictions in Marin are compliant with AB 1236; and expressed his continued support of the Alternative Fuels program.

Chair Lucan asked if any other members of the public wished to speak or had sent in an e-comment and seeing none, moved to the next agenda item.

7. CONSENT CALENDAR (Action)

- a. Approve TAM Board Meeting Minutes September 23, 2021
- b. Approve the Programming of 2022 State Transportation Improvement Program Funds
- c. Accept the US 101 Part-Time Transit Lane Feasibility Study
- d. Review and Accept the FY2021-22 First Quarter Financial Report
- e. Adopt Revision to the Programming of FY21/22 and FY22/23 TFCA and TDA Article 3 Funds
- f. Approve Resolution 2021-12 (TDA Funding) and Authorize an Amendment to the Cooperative Agreement with Caltrans for the North/South Greenway Gap Closure Project

Commissioner Connolly moved to approve the Consent Calendar and was seconded by Commissioner Cutrano. Chair Lucan opened the item to public comment and hearing none, a roll call vote was conducted, and the motion passed unanimously.

8. State Legislative Update (Discussion)

ED Richman reported that Gus Khouri, TAM's Legislative Advocate with Khouri Consulting, will be presenting the State Legislative Update, including discussions at the state level regarding budget surplus and potential additional funding for transportation. ED Richman also noted that the EDs from the nine Bay Area County Transportation Authorities (BACTA) will be meeting with the Assemblymember Laura Friedman, Chair of the California State Assembly Transportation Committee, later this week.

Mr. Khouri provided an update on AB 14 (Aguiar-Curry), AB 43 (Friedman), AB 361 (Rivas), AB 1499 (Daly), Senate Bill (SB) 4 (Gonzalez), and SB 339 (Wiener); and a summary of the FY 2021-22 State Budget.

Mr. Khouri also reported on Senate Bill (SB) 1 Cycle 3 Competitive Programs, including the Active Transportation Program (ATP), the Solutions for Congested Corridors Program (SCCP), Local Partnership Program (LPP), Trade Corridor Enhancement Program (TCEP); and the release of the draft Transit and Intercity Rail Capital Program (TIRCP) guidelines.

Chair Lucan asked if any members of the public wished to speak or had sent in an e-comment and seeing none moved to the next agenda item.

9. 2021 Congestion Management Program Report & 2020 Transportation System Monitoring Report (Action)

Senior Transportation Planner Scott McDonald presented this item, which requested that the TAM Board accept the 2021 Congestion Management Program (CMP) and 2020 Transportation System Monitoring Report for Marin County.

Mr. McDonald provided an overview and update of the program including expanded data collection; morning and evening conditions on arterial roads and freeways; HOV lane level of service (LOS) levels; transit ridership trends; and bicycle and pedestrian counts.

Mr. McDonald introduced TJKM Transportation Planner Cory Peterson to present an overview of the congestion maps, which reflect all of the major freeways and arterials in Marin and displays the LOS. Mr. Peterson also provided details on the data comparison tools that are available within the online mapping program.

Mr. McDonald reported that the pandemic had a major impact on both congestion and volume and was most influential on morning traffic; bicycle/pedestrian monitoring showed a decline in average activity since 2018 counts but was mixed depending on location; transit ridership decline was evident in the reported data; and that overall traffic reduced significantly from changes associated with the pandemic.

In response to Commissioner Colin, Mr. McDonald explained that the timeline for the next cycle has yet to be determined. Mr. McDonald also noted that the LOS metrics used are currently required through the state legislation for the CMP and that TAM staff is working with MTC to determine how vehicle miles traveled (VMT) data may be incorporated in the future.

In response to Commissioner Carmel, Mr. McDonald explained that the minimum LOS for arterial roads is 'D', and the minimum LOS for freeways is 'E'.

ED Richman explained that a major goal of PBA 2050 is to address GHG emissions and VMT through policy tools, capital improvements, and land-use patterns. ED Richman also noted the Blue Ribbon Transit Recovery Task Force's focus on public transportation and alternative modes of travel for transit recovery and transformation. ED Richman further noted that TAM is applying for funds to produce a VMT toolkit for use by local jurisdictions in response to a state legislation requirement that developers provide assessments of VMT generated by their development to mitigate any increases.

Commissioner Colbert expressed his support of the bicycle/pedestrian count data in the Ross Valley area and also expressed his support of a bike share program.

Commissioner Cleveland-Knowles expressed her support of an annual workshop to discuss broader transportation issues.

Chair Lucan asked if any members of the public wished to speak or had sent an e-comment.

Sausalito Taxi owner Kevin Carroll commented that data reflected in passenger travel logs could be used to identify gaps in public transportation.

Commissioner Cleveland-Knowles moved to accept the 2021 CMP and 2020 Transportation System Monitoring Report for Marin County, which was seconded by Commissioner Arnold. A roll call vote was conducted, and the motion passed unanimously.

10. Review and Accept the FY2020-21 TAM Annual Comprehensive Financial Report (Action)

Deputy Executive Director/Chief Financial Officer Li Zhang presented this item which recommended that the TAM Board review and accept the FY2020-21 TAM Annual Comprehensive Financial Report (ACFR).

Ms. Zhang noted that TAM's Citizens' Oversight Committee (COC) reviewed the draft report at its October 25 meeting and recommended that the TAM Board accept the report. Ms. Zhang introduced Nathan Edelman of Eide Bailly LLP and then she and Mr. Edelman summarized the report, noting that there were no findings.

Vice Chair Moulton-Peters expressed her support of sharing the economic data with the city and county housing collaborative.

In response to Chair Lucan, Ms. Zhang explained that the majority of TAM funds are invested in CalTRUST and that staff is closely monitoring the cash needs of various projects and exploring various investment options.

Chair Lucan asked if any members of the public wished to speak or had sent an e-comment, and hearing none, asked for a motion.

Commissioner Fredericks made a motion to accept the FY2020-21 TAM ACFR and was seconded by Commissioner Hillmer. A roll call vote was conducted, and the motion passed unanimously.

11. Comment Letter on Draft EIR for San Rafael Transit Center Relocation Project (Action)

ED Richman presented the staff report, which recommends that the TAM Board authorizes the ED to send a comment letter (Attachment A) on the Draft Environmental Impact Report (EIR) for the San Rafael Transit Center Relocation Project to GGBHTD.

Commissioner Colin expressed her support of addressing the EIR comments from all of the community partners.

Commissioner Cleveland-Knowles expressed her support of an efficient transit center that encourages more use of public transportation.

Chair Lucan asked if any members of the public wished to speak or had sent an e-comment, and hearing none, asked for a motion.

Vice Chair Moulton-Peters made a motion to authorize the ED to send the comment letter on the Draft EIR for the San Rafael Transit Center Relocation Project to the GGBHTD and was seconded by Commissioner Fredericks. A roll call vote was conducted, and the motion passed unanimously.

12. Public Comment Regarding Closed Session Item

Chair Lucan asked if any members of the public wished to speak or had sent an e-comment, and hearing none, moved to the next item.

13. Adjourn to Closed Session

14. Reconvene to Open Session – Announcement from Closed Session

Chair Lucan reported that the Board met in closed session to discuss the annual performance review for the ED, and direction has been given to staff.

The meeting was adjourned at 9:21 p.m.

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DATE: November 18, 2021

TO: Transportation Authority of Marin Board of Commissioners

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

SUBJECT: Adopt TAM Resolution No. 2021-17 in Compliance with AB 361 (Action),
Agenda Item No. 6b

RECOMMENDATION

The TAM Board adopts TAM Resolution No. 2021-17 as shown in Attachment A and allows all TAM public meetings subject to the Ralph M. Brown Act to be conducted remotely for the next 30 days in compliance with Assembly Bill (AB) 361 and Government Code Section 54953(e)(2), in order to ensure the health and safety of the public while providing access to public meetings.

BACKGROUND

On March 4, 2020, Governor Newsom declared a State of Emergency to help the State prepare for a broader spread of COVID-19. In response to the COVID-19 pandemic, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings electronically without a physical meeting place. Executive Order N-29-20 expired on September 30, 2021.

DISCUSSION

On September 16, 2021, Governor Newsom signed AB 361, which became effective immediately upon approval. AB 361 provides local government bodies that are subject to the Ralph M. Brown Act the ability to continue to use video and/or teleconferencing through December 31, 2023 under certain conditions, including when state or local officials have recommended social distancing during a proclaimed state of emergency.

On September 22, 2021, Director Benita McLarin of Marin Health & Human Services issued a letter (Attachment B) to the County Board of Supervisors recommending that the County continue to use social distancing to enhance safety at public meetings. Director McLarin noted that safety measures can include using video/teleconferencing for public meetings and spacing at in-person meetings so that individuals from different households are not sitting next to each other.

While the state proclamation of emergency remains in place, TAM Resolution No. 2021-17 would provide TAM with the option to use video and/or teleconferencing for all public meetings held by the TAM Board, TAM Executive Committees, and Citizens' Oversight Committee (COC) before TAM Resolution No. 2021-17 expires 30 days from the date of approval, which is December 18, 2021.

AB 361 restricts public agencies from passing such a resolution for more than 30 days at a time. The TAM Board will need to pass a new resolution when an existing resolution expires to continue remote meetings.

FISCAL IMPACTS

There are no immediate fiscal impacts with the adoption of TAM Resolution No. 2021-17.

NEXT STEPS

Staff will continue to hold public meetings remotely for the duration allowed by TAM Resolution No. 2021-17 and consider requesting the Board to adopt another resolution to further authorize remote meetings when TAM No. 2021-17 is due to expire on December 18, 2021.

ATTACHMENTS

Attachment A – TAM Resolution No. 2021-17

Attachment B – Marin Health and Human Services Letter, dated September 22, 2021

TAM RESOLUTION NO. 2021-17**RESOLUTION OF THE TRANSPORTATION AUTHORITY OF MARIN (TAM) MAKING FINDINGS THAT THE PROCLAIMED STATE OF EMERGENCY CONTINUES TO IMPACT THE ABILITY TO MEET SAFELY IN PERSON AND DECLARING THAT TAM WILL CONTINUE TO MEET REMOTELY IN ORDER TO ENSURE THE HEALTH AND SAFETY OF THE PUBLIC**

WHEREAS, TAM is committed to preserving and nurturing public access and participation in meetings of the Board of Commissioners, Executive Committees, and Citizens Oversight Committee (COC); and

WHEREAS, all meetings of TAM's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch TAM's legislative bodies conduct their business; and

WHEREAS, the Ralph M. Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of COVID-19; and

WHEREAS, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings remotely without a physical meeting place; and

WHEREAS, as a result of Executive Order N-29-20, staff set up Zoom teleconference meetings for all Board of Commissioners, TAM Executive Committee and COC meetings; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which specified that Executive Order N-29-20 would remain in effect through September 30, 2021, at which point it would expire; and

WHEREAS, since the issuance of Executive Order N-08-21, the Delta variant has emerged, causing a spike in COVID-19 cases throughout the state; and

WHEREAS, the Governor's proclaimed State of Emergency remains in effect, and State and local officials, including the Marin County Director of Health and Human Services, the California Department of Public Health, and the Department of Industrial Relations, have imposed or recommended measures to promote social distancing; and

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill (AB) 361 into law, as urgency legislation that goes into effect on October 1, 2021, amending Government Code Section 54953 of the Ralph M. Brown Act to allow legislative bodies to continue to meet remotely during a proclaimed state of emergency, provided certain conditions are met and certain findings are made; and

WHEREAS, the continued local rates of transmission of the virus and variants causing COVID-19 are such that the Director of Health & Human Services has recommended that the County continue to emphasize social distancing in order to minimize the potential spread of COVID-19 during indoor, public meetings; and

WHEREAS, TAM cannot maintain adequate safe social distance between members of the public, Board and Committee members, and staff in their respective meeting locations; and

WHEREAS, because of the rise in cases due to the Delta variant, TAM is concerned about the health and safety of attendees, the TAM Board of Commissioners desires to take the actions necessary to comply with AB 361 and to continue to hold its Board and Committee meetings remotely.

NOW, THEREFORE, THE TAM BOARD RESOLVES AS FOLLOWS:

1. TAM has reconsidered the circumstances of the State of Emergency, and finds that:
 - a. The factors triggering the State of Emergency continue to directly impact the ability of the members of the TAM Board of Commissioners, COC members, staff, and members of the public to meet safely in person; and
 - b. State and local officials continue to recommend measures to promote social distancing.
2. TAM public meetings will continue to be conducted remotely for the next 30 days in compliance with AB 361 and Government Code Section 54953(e)(2), in order to ensure the health and safety of the public while providing access to public meetings.
3. TAM will reconsider the circumstances of the State of Emergency and revisit the need to conduct meetings remotely within 30 days of the adoption of this Resolution.
4. If the TAM Board of Commissioners takes a contrary action at a public meeting (i.e. after taking up the matter at a public meeting, the TAM Board of Commissioners determines that its committees shall not utilize remote meetings under AB 361 or directs the use of hybrid meetings, etc.), this Resolution shall become null and void and any public meetings that have not already been noticed shall be carried out consistent with the action of the TAM Board of Commissioners.

REGULARLY PASSED AND ADOPTED this 18th day of November 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Eric Lucan, Chair
Transportation Authority of Marin

ATTEST:

Jennifer Doucette
Clerk of the Board



DEPARTMENT OF
HEALTH AND HUMAN SERVICES

Promoting and protecting health, well-being, self-sufficiency, and safety of all in Marin County.



Benita McLarin, FACHE
DIRECTOR

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San Rafael, CA 94903
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www.marincounty.org/hhs

September 22, 2021

Dennis Rodoni
President, Board of Supervisors
3501 Civic Center Drive, 3rd Floor
San Rafael, CA 94903

Re: Public Meetings/Social Distancing

Dear President Rodoni:

On September 20, 2021, Governor Newsom signed AB 361. The legislation provides that local agencies may continue to hold certain public meetings via video/tele-conference as they have done during the Covid-19 emergency. The legislation allows such meetings to continue during a proclaimed state of emergency if state or local officials have recommended measures to promote social distancing.

Local government meetings are indoor meetings that are sometimes crowded, involve many different and unfamiliar households, and can last many hours. Given those circumstances, I recommend a continued emphasis on social distancing measures as much as possible to make public meetings as safe as possible. These measures can include using video/tele-conferencing when it meets community needs and spacing at in-person meetings so that individuals from different households are not sitting next to each other. I will notify you if this recommendation changes while the Governor's state of emergency for COVID-19 remains in place.

Respectfully,

Benita McLarin
Director, Health & Human Services

cc: Matthew H. Hymel, CAO
Brian E. Washington, County Counsel

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DATE: November 18, 2021

TO: Transportation Authority of Marin Board of Commissioners

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

SUBJECT: State Legislative Consultant Contract Extension (Action), Agenda Item No. 6c

RECOMMENDATION

The TAM Board approves a one-year extension with Khouri Consulting for State Legislative Services not to exceed \$46,200.

BACKGROUND

In October 2018, prior to the expiration of TAM's prior contract for State Legislative Consultant, staff issued a Request for Qualifications (RFQ) for State Legislative Services. One proposal from Khouri Consulting was received by the deadline. Staff evaluated Khouri Consulting's proposal based on the following criteria and confirmed that Khouri Consulting was responsive to TAM's legislative needs.

- written proposal that is responsive and best addresses TAM's needs as described in the RFQ;
- experience and knowledge of personnel assigned to TAM;
- firm's overall experience and knowledge with CMAs and transportation issues;
- firm's responsiveness to questions in interview;
- firm's access to key elected and appointed officials and organizations and the ability to develop coalition to effectively represent TAM; and
- availability of firm to TAM during the course of a legislative year.

In January 2019, the TAM Board approved a contract with Khouri Consulting for State Legislative Services for up to three years at \$42,000 annually with an option for two one-year extensions at TAM's discretion. Furthermore, the TAM Board authorized the Executive Director with the discretion to include a cost-of-living increase (COLA) after two years into the contract.

DISCUSSION

The initial three-year duration of the contract with Khouri Consulting is due to expire December 31, 2021. Staff is recommending continuing the contractual relationship with Khouri Consulting after the expiration of the initial contract.

For the duration of the contract with Khouri Consulting, Mr. Khouri has been actively and consistently monitoring issues and supporting TAM's direction and priorities on legislation germane to Marin's transportation projects/programs and other related issues. He helps communicate positions on legislative bills that are pertinent to TAM. He provides prudent advice on complex issues, and he is readily available when requested.

Mr. Khouri also advocates on behalf of TAM's interests before the legislative bodies particularly on transportation funding involving Senate Bill (SB) 1 and other state funding opportunities. Staff believes that a continued relationship with Khouri Consulting would be beneficial to TAM instead of issuing another RFQ.

Staff is recommending exercising the first year of the available two one-year options with a COLA increase of \$4,200 as authorized by the TAM Board in January 2019. A COLA increase was not considered after the second year because the pandemic slowed the state legislative session significantly and TAM was anticipating a substantial reduction in revenue collection. Staff is anticipating that the state legislative session will resume normal activities in 2022 and revenue collection from our Measure AA Transportation Sales Tax has not suffered the significant loss as initially expected. Furthermore, staff is anticipating using Khouri Consulting more proactively in 2022 to advocate local projects for state funding with targeted State Legislators. Staff believes that the recommended COLA increase is modest and reasonable under the circumstances.

The one-year extension with Khouri Consulting will be contracted not to exceed \$46,200. The contract extension will commence January 1, 2022 and expire December 31, 2022. Before expiration of the one-year extension on December 31, 2022, consideration will be given on the remaining available second year extension with Khouri Consulting.

FISCAL IMPACTS

There are no additional fiscal impacts. The budget needed for the state legislative assistance contract is already included in the adopted TAM FY 21-22 Annual Budget.

NEXT STEPS

Upon approval of the TAM Board, staff will issue a one-year contract extension with Khouri Consulting not to exceed \$46,200.



DATE: November 18, 2021

TO: Transportation Authority of Marin Board of Commissioners

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

SUBJECT: Extension of the Information Technology Services Contract with SPTJ Consulting (Action), Agenda Item No. 6d

RECOMMENDATION:

The TAM Board approves the extension of the Information Technology (IT) Services Contract with SPTJ Consulting by 3 months, to February 28, 2022, with additional \$10,000 to cover the agency's daily IT needs.

BACKGROUND/DISCUSSION:

TAM selected and entered into a contract with SPTJ Consulting for IT services on December 1, 2016, for an initial 3-year period and in October 2019 extended the contract for 2 years to November 30, 2021 for a total not to exceed amount of \$208,000 for the 5-year period.

In anticipation for the expiration of the current contract by the end of November, staff issued a Request for Proposal (RFP) for IT Services on October 1, 2021 and received 7 proposals by the October 22 deadline. However, through discussions with a few of the interested teams during the RFP period, staff learned that due to the high IT service demand during the pandemic, an up to 3-month on-board period after the execution of the contract may be needed in order to ensure a smooth transition and guarantee of adequate personnel resources with some of the teams. To make sure that TAM has the option and time to evaluate and work with all qualified teams, staff is requesting that the Board approve a 3-month extension of the current contract in case it is needed.

FISCAL CONSIDERATION:

N/A. Budget authority needed for the three-month extension is already included in the FY2021-22 Annual Budget.

NEXT STEPS:

Upon Board approval, staff will execute the amendment with SPTJ Consulting. Staff will return to the Board at a future meeting for the approval of the new IT contract upon completion of the RFP process.

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DATE: November 18, 2021

TO: Transportation Authority of Marin Board of Commissioners

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

SUBJECT: Ride Amigos Software Subscription Agreement Extension to Support the Marin Commutes Program (Action), Agenda Item No. 6e

RECOMMENDATION

Authorize the Executive Director to extend the Ride Amigos Software Subscription Agreement for one year, increasing the aggregate contract not to exceed amount by \$30,885 for a total of \$116,649.

BACKGROUND

As part of an ongoing commitment to promote a variety of high-quality transportation options and alternatives to single occupant vehicle trips, TAM launched its Marin Commutes Program in January 2019. The Marin Commutes Program is a comprehensive public engagement effort emphasizing the benefits of alternative transportation options and building awareness of the incentives and tools available to Marin commuters through the website *MarinCommutes.org* and various other public outreach efforts. With the goal of encouraging alternatives to single occupancy vehicle trips, TAM contracted with Ride Amigos through its standard introductory subscription service in December 2018 to integrate its Transportation Demand Management (TDM) software platform into the newly developed *MarinCommutes.org* site.

Several agencies and employers in the Bay Area are also implementing online TDM platforms through Ride Amigos to offer commute related incentives using the real-time rideshare apps and trip planning tools. Ride Amigos is currently being utilized by the Napa Valley Transportation Authority (NVTA), Sonoma County Transportation Authority (SCTA), and Solano Transportation Authority (STA), along with TAM, to coordinate a pilot program to support travel along State Route 37 (SR37) through a grant provided by the Bay Area Air Quality Management District (BAAQMD). The Metropolitan Transportation Commission (MTC) has also entered into an agreement with Ride Amigos to provide expanded ride share matching regionally while coordinating with county platforms.

Through TAM's Ride Amigos software subscription, employers can also provide additional trip promotions and incentives, with the County of Marin currently administering incentives for employees that track green trips on the software platform. While COVID-19 halted some of the commute activities over the past year and a half, currently TAM is using the software for a Fall trip-logging campaign running through November 21, 2021, with increasing participation in past weeks and statistics being developed for future reporting. The use of the Ride Amigos software is a cornerstone of TAM's Marin Commutes Program to support local employers and employee transportation.

DISCUSSION

The Marin Commutes Program is TAM's public facing effort, which incorporates the Marin Emergency Ride Home Program, Vanpool Incentive Program, car share promotion, electric vehicle promotion, the Connect2Transit Program, and shared ride and transit planning into the Ride Amigos Software platform. Ride Amigos consistently provides innovations to improve the platform and the user experience.

Ride Amigos Software has been an effective tool for the following services: trip planning, incentive management, commute challenges, trip tracking, gamification, and data collection to support the distribution of incentives to encourage adoption and ongoing use of non-single occupant vehicle commuting modes.

The proposed action would extend the contract from its current expiration date of December 9, 2021, to December 8, 2022, to gain another year of experience with the Ride Amigos Software platform, grow the benefits of the Marin Commutes Program, and coordinate with regional programs using the software to expand green trips.

FISCAL IMPACTS

No additional budget increase is needed to support the Ride Amigos Software contract extension. Ride Amigos Software is a component of the Marin Commutes Program included in the adopted TAM FY2021-2022 Annual Budget. Funding for the Ride Amigos Agreement is available through Measure B, Element 3.2 Commute Alternative Programs.

NEXT STEPS:

TAM staff will work with Ride Amigos to execute the contract extension and continue implementation of its software through the *MarinCommutes.org* site.

ATTACHMENTS:

N/A



DATE: November 18, 2021

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 2021 Measure A/AA Compliance Audit Results (Action),
Agenda Item No. 7

RECOMMENDATION:

The TAM Board reviews and accepts the 2021 Measure A/AA compliance audit results.

The TAM Citizens' Oversight Committee (COC) is scheduled to review the 2021 Measure A compliance audit results at its November 15, 2021 meeting and staff will report any comments from the COC to the Board at the November 18, 2021 meeting.

BACKGROUND:

TAM has a fiduciary responsibility to the voters of Marin County to ensure that the Measure A and Measure AA Transportation Sales Tax funds are spent appropriately and has carried out this responsibility diligently since the inception of Measure A in 2004. Both the Measure A and Measure AA Expenditure Plans provided TAM with the authority to audit all Measure A/AA fund recipients for their use of the sales tax proceeds. An independent compliance audit is explicitly permitted under the terms and conditions of TAM's funding agreements/contracts with all Measure A/AA funding recipients. The COC played a critical role in the development of the original Measure A Compliance Audit Policy and the final Policy was adopted by the TAM Board at its October 28, 2010 Board meeting. The implementation of the Policy started with the FY2011-12 and prior Measure A funding activities. The Compliance Audit Policy was updated to include all categories under Measure AA and approved by the TAM Board at its April 23, 2020 meeting.

The TAM Board approved the five Measure A/AA Transportation Sales Tax fund recipients that were selected for the 2021 audit cycle at its June 24, 2021 meeting as shown in Table 1. The 2021 compliance audit cycle covers Measure A/AA revenue and expenditure activities which occurred in or prior to FY2020-21.

Table 1: Sales Tax Fund Recipients Selected for the 2021 Compliance Audit Cycle

No.	Fund Recipient	Measure A/AA Funding Strategy/Category
Interest Revenue Funding Usage		
	None for this Cycle	
Measure A Strategy 1/Measure AA Category 4 Local Bus Transit System		
1	Marin Transit	For all sales tax funds received for its FY2020-21 transit operation and capital needs
Measure AA Category 1 Highway 101 & Adjacent Roadways		
	None for this Cycle	
Measure A Strategy 3.1/Measure AA Major Road Set Aside		
2	City of San Rafael	For its usage of the FY2020-21 or prior sales tax Major Roads funds for the Planning and Environmental Review phase of 3rd Street Project
Measure A Strategy 3.2/Measure AA Category 2.1 Local Street and Road		
3	City of Belvedere	For the usage of the FY2020-21 or prior sales tax Local Roads funds
Measure A Strategy 4.1/Measure AA Category 3.1 Safe Routes to School Program		
4	Parisi Associates	Strategy 4.1 & 4.3 and Category 3.1, Safe Routes & Safe Pathways to School, for all sales tax funds received under the Safe Routes to School professional contract
Measure A Strategy 4.2/Measure AA Category 3.2 Crossing Guard Program		
	None for this Cycle	
Measure A Strategy 4.3 Safe Pathways to School Project		
5	Town of Corte Madera	Small capital projects, for Measure A funds received for Pixley Avenue/Redwood Avenue Intersection Improvements

DISCUSSION/ANALYSIS:

Measure A/AA Compliance Audit Process:

The annual Measure A/AA Compliance Audit Workshop was conducted on September 2, 2021. Staff, along with the audit team from Moss, Levy & Hartzheim (MLH), LLP, reviewed the requirements of the Measure A/AA Expenditure Plans, the agreements and contracts in place, and the compliance audit policy adopted, and explained the audit process and timeline. Representatives from 7 different fund recipients attended the workshop and provided staff with valuable questions and feedback.

The audit team from MLH, along with TAM staff, started the initial pre-audit meetings with the fund recipients selected in September, field visits were completed, and draft audit results were presented to TAM staff for review at the end of October. Staff is very pleased to report that there is no non-compliance finding during this round of the compliance audit.

Measure A/AA Compliance Audit Results by Fund Recipients:

The main purpose of the compliance audit is to verify that all Measure A/AA Transportation Sales Tax funds were spent according to the requirements of the Measure A/AA Transportation Sales Tax Expenditure Plans/Strategic Plan and the funding agreements/contracts. Results from the audits can also help TAM staff to continue improving the fund programming, allocation, and monitoring process.

Compliance audit results for the 5 fund recipients selected for the 2021 compliance audit effort are presented below for your review.

Marin Transit, Measure A Strategy 1 & Reserve and Measure AA Category 4 Funds for Local Transit

Measure A/AA Expenditure Audited:

Compliance audit for Marin Transit covers all Measure A and Measure AA funds allocated and spent in FY2020-21 for Marin Transit’s operational and capital needs.

Measure A/AA Allocation				
Allocation Period	Agreement Number	Measure A/AA Strategy/Category	Agreement Date	Available Amount
FY 20/21	A-FY21-13	Measure A	7/1/2020	\$ 244,535
FY 20/21	A-FY21-13	Measure A Reserve	7/1/2020	\$ 930,520
FY 20/21	A-FY21-13	Measure AA	7/1/2020	\$ 13,791,730
Total Measure A/AA Allocation				\$ 14,966,785

Measure A/AA Expenditures		
Project Name	Strategy/Category	Amount
Marin Transit Operation and Capital Needs	A S1.1	\$ 244,535
	Measure A Reserve	\$ 930,520
	AA C4.1	\$ 6,678,993
	AA C4.2	\$ 564,320
	AA C4.3	\$ 1,353,396
	AA C4.4	\$ 562,535
	AA C4.5	\$ 1,920,860
Total Measure A/AA Expenditure		\$ 12,255,159

Result:

The results of the auditor’s procedures disclosed no instances of noncompliance with the Measure A/AA Expenditure Plans and the funding agreement between Marin Transit and TAM.

Follow-up Meeting and/or Action:

Not needed.

City of San Rafael, Measure A Strategy 3.1 & Reserve Funds for Third Street Rehabilitation Project

Measure A Expenditure Audited:

The Compliance audit for the City of San Rafael covers Measure A funds allocated and spent in FY2019-20 and FY2020-21 for the Third Street Rehabilitation Project.

Measure A/AA Allocation				
Allocation Period	Agreement Number	Measure A/AA Strategy/Category	Agreement Date	Available Amount
FY 19/20	A-FY20-19	A S3.1	9/23/2019	\$ 931,546
FY 19/20	A-FY20-19	Measure A Reserve	9/23/2019	68,454
Total Measure A/AA Allocation				\$ 1,000,000

Measure A/AA Expenditures				
Project Name	Phase	Measure A Strategy	Date of Completion	Amount
Third Street Rehabilitation Project	PE, ENV	A S3.1	N/A	\$ 725,000
	PE, ENV	Measure A Reserve	N/A	\$ 68,454
Total Measure A/AA Expenditure				\$ 793,454

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 San Rafael and TAM.

Follow-up Meeting and/or Action:

Not needed

City of Belvedere, Measure A Reserve and Measure AA Category 2.1 Funds for Local Roads

Measure A/AA Expenditure Audited:

The compliance audit for the City of Belvedere covers Measure A Reserve and Measure AA Category 2.1 funds allocated and spent in FY2020-21.

Measure A/AA Allocation				
Allocation Period	Agreement Number	Measure A/AA Strategy/Category	Agreement Date	Available Amount
FY 20/21	A-FY21-01	AA C2.1	7/1/2020	\$ 45,394
FY 20/21	A-FY21-01	Measure A Reserve	7/1/2020	\$ 2,461
Total Measure A/AA Allocation				\$ 47,855
Measure A/AA Expenditures				
Project Name	Phase	Measure A/AA Strategy/Category	Date of Completion	Amount
Golden Gate Lane Public Stairway	n/a	AA C2.1	7/7/2021	\$ 45,394
		Measure A Reserve	7/7/2021	\$ 2,461
Total Measure A/AA Expenditure				\$ 47,855

Result:

The results of the auditor’s procedures disclosed no instances of noncompliance with the Measure A/AA Expenditure Plans and the funding agreement between the City of Belvedere and TAM.

Follow-up Meeting and/or Action:

Not needed.

Parisi Transportation Consulting, Measure A 4.1 & 4.3 and Measure AA Category 3.1 Funds for Safe Routes to School

Measure A/AA Expenditure Audited:

Compliance audit for Parisi Transportation Consulting covers the Measure A Strategy 4.1 & 4.3 and Measure AA Category 3.1 funding allocated and expended during the fiscal years ended June 30, 2019 through June 30, 2021.

Measure A/AA Allocation				
Allocation Period	Contract Number	Measure A/AA Strategy/Category	Contract Date	Available Amount
FY 18/19 through FY 20/21	C-FY19-02	A S4.1&4.3/AA C3.1	7/1/2018	\$ 2,775,000
Total Measure A/AA Contract Amount				\$ 2,775,000
Measure A/AA Expenditures		Measure A/AA Strategy/Category	Expenditure Amount	
Safe Routes to School		A S4.1	\$ 2,122,741	
		A S4.3	\$ 100,000	
		AA C3.1	\$ 308,706	
Total Measure A/AA Expenditure			\$ 2,531,448	

Result:

The results of the auditor’s procedures disclosed no instances of noncompliance with the Measure A/AA Expenditure Plans and the professional contract between Parisi Transportation Consulting and TAM.

Follow-up Meeting and/or Action:

Not needed.

Town of Corte Madera, Measure AA Category 3.3 Funds for Safe Pathways to School

Measure AA Expenditure Audited:

The compliance audit for the Town of Corte Madera covers Measure AA Category 3.3 funds allocated in FY2019-20 and spent in FY2020-21 for the Pixley Avenue/Redwood Avenue Intersection Improvements Project.

<i>Measure A/AA Allocation</i>				
Allocation Period	Agreement Number	Measure A/AA Strategy/Category	Agreement Date	Available Amount
FY 20/21	A-FY20-22	AA C3.3	12/1/2019	\$ 50,000
Total Measure A/AA Allocation				\$ 50,000
<i>Measure A/AA Expenditures</i>				
Project Name	Phase	Measure A/AA Strategy/Category	Date of Completion	Amount
Pixley Ave. and Redwood Ave	All	AA C3.3	11/18/2020	\$ 50,000
Total Measure A/AA Expenditure				\$ 50,000

Result:

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

Follow-up Meeting and/or Action:

Not needed.

FISCAL CONSIDERATION:

The Measure A/AA compliance audit was conducted within budget and on schedule.

NEXT STEPS:

The 2022 Measure A/AA compliance audit cycle will start in June 2022.

ATTACHMENTS:

Attachment 1 Staff PowerPoint Presentation

Since the reports are very similar and essential information in the reports is highlighted in the staff memo and PowerPoint presentation, instead of including all reports as part of the package, please find the reports on the links below:

- [Attachment 2-1 Measure A/AA Compliance Audit Report – Marin Transit](#)
- [Attachment 2-2 Measure A/AA Compliance Audit Report – City of San Rafael](#)
- [Attachment 2-3 Measure A/AA Compliance Audit Report – City of Belvedere](#)
- [Attachment 2-4 Measure A/AA Compliance Audit Report – Parisi Transportation Consulting](#)
- [Attachment 2-5 Measure A/AA Compliance Audit Report – Town of Corte Madera](#)

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Review and Acceptance of the 2021 Measure A Compliance Audit Results

Transportation Authority of Marin

Board of Commissioners

November 18, 2021

Compliance Audit Policy and Background

- TAM has a fiduciary responsibility to the voters of Marin County to ensure that both the ½-cent Measure A and Measure AA Transportation Sales Tax funds are spent appropriately and in accordance with the Measure A and Measure AA Expenditure Plans.
- With the help of the COC, the Measure A Compliance Audit Policy was developed and adopted by the TAM Board in 2010. Last amendment to the Policy was reviewed and approved by the COC and TAM Board in April 2020 to include all Measure AA projects and programs.
- First Round of audits started in 2011 and this is our 11th round

Frequency of Audits for Measure A Program/Project

- Strategy 1, Local Transit – annually
- Strategy 2, Highway 101 Gap Closure – project is fully closed, and no additional audit needed
- Strategy 3.1, Major Roads – by project phase (planning and environmental review, project design and construction)
- Strategy 3.2, Local Roads – one audit per year
- Strategy 4.1, Safe Access to Schools – every three years
- Strategy 4.2, Crossing Guards – every two years
- Strategy 4.3, Safe Pathways to Schools – up to two audits per year
- Use of interest funds – every three years

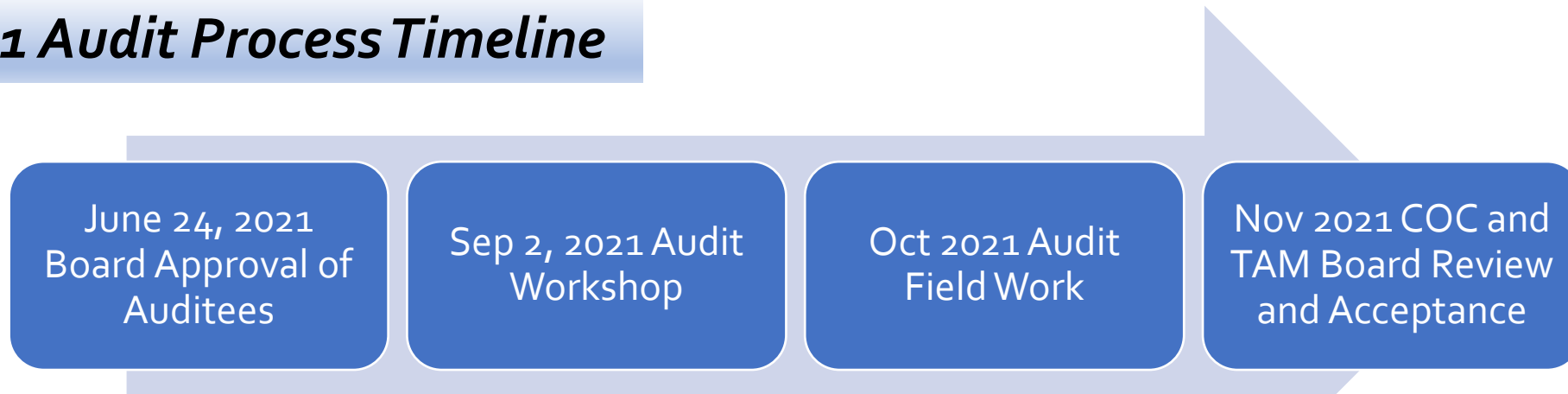
Frequency of Audits for Measure AA Program/Project

- Category 1, Highways – at least one compliance audit for each major consultant support contract that's over \$1 million.
- Category 2, Local Transportation Infrastructure – one compliance audit per year.
- Category 3.1, Safe Access to Schools – every three years or when a new contract is in place.
- Category 3.2, Crossing Guards – every two years or with first year with new vendor
- Category 3.3, Safe Pathways to Schools – up to two per year, one big and one small project
- Category 4, Local Transit – annually
- Major Road Project Set Aside – by project (planning and environmental review, project design and construction)
- Use of interest funds – every three years

General Annual Process and Timeline

- Selection and approval of list of fund recipients subject to audit – June
- Compliance Audit Workshop – August/September
- Auditor field work and meetings – October/November
- Review of audit results by staff and fund recipients – November/December
- Audit results presented to COC and TAM Board for review and acceptance – November/December/January

2021 Audit Process Timeline



List of Recipients Selected for 2021 Audit Cycle

No.	Fund Recipient	Measure A/AA Funding Strategy/Category
Interest Revenue Funding Usage		
	None for this Cycle	
Measure A Strategy 1/Measure AA Category 4 Local Bus Transit System		
1	Marin Transit	For all sales tax funds received for its FY2020-21 transit operation and capital needs
Measure AA Category 1 Highway 101 & Adjacent Roadways		
	None for this Cycle	
Measure A Strategy 3.1/Measure AA Major Road Set Aside		
2	City of San Rafael	For its usage of the FY2020-21 or prior sales tax Major Roads funds for the Planning and Environmental Review phase of 3rd Street Project
Measure A Strategy 3.2/Measure AA Category 2.1 Local Street and Road		
3	City of Belvedere	For the usage of the FY2020-21 or prior sales tax Local Roads funds
Measure A Strategy 4.1/Measure AA Category 3.1 Safe Routes to School Program		
4	Parisi Associates	Strategy 4.1 & 4.3 and Category 3.1, Safe Routes & Safe Pathways to School, for all sales tax funds received under the Safe Routes to School professional contract
Measure A Strategy 4.2/Measure AA Category 3.2 Crossing Guard Program		
	None for this Cycle	
Measure A Strategy 4.3 Safe Pathways to School Project		
5	Town of Corte Madera	Small capital projects, for Measure A funds received for Pixley Avenue/Redwood Avenue Intersection Improvements

2021 Compliance Auditees – Marin Transit

<i>Measure A/AA Allocation</i>				
Allocation Period	Agreement Number	Measure A/AA Strategy/Category	Agreement Date	Available Amount
FY 20/21	A-FY21-13	Measure A	7/1/2020	\$ 244,535
FY 20/21	A-FY21-13	Measure A Reserve	7/1/2020	\$ 930,520
FY 20/21	A-FY21-13	Measure AA	7/1/2020	\$ 13,791,730
Total Measure A/AA Allocation				\$ 14,966,785
<i>Measure A/AA Expenditures</i>				
Project Name	Strategy/Category		Amount	
Marin Transit Operation and Capital Needs	A S1.1		\$	244,535
	Measure A Reserve		\$	930,520
	AA C4.1		\$	6,678,993
	AA C4.2		\$	564,320
	AA C4.3		\$	1,353,396
	AA C4.4		\$	562,535
	AA C4.5		\$	1,920,860
Total Measure A/AA Expenditure				\$ 12,255,159

2021 Compliance Auditees – City of San Rafael

<i>Measure A/AA Allocation</i>				
Allocation Period	Agreement Number	Measure A/AA Strategy/Category	Agreement Date	Available Amount
FY 19/20	A-FY20-19	A S3.1	9/23/2019	\$ 931,546
FY 19/20	A-FY20-19	Measure A Reserve	9/23/2019	68,454
Total Measure A/AA Allocation				\$ 1,000,000
<i>Measure A/AA Expenditures</i>				
Project Name	Phase	Measure A Strategy	Date of Completion	Amount
Third Street Rehabilitation Project	PE, ENV	A S3.1	N/A	\$ 725,000
	PE, ENV	Measure A Reserve	N/A	\$ 68,454
Total Measure A/AA Expenditure				\$ 793,454

2021 Compliance Auditees – City of Belvedere

<i>Measure A/AA Allocation</i>				
Allocation Period	Agreement Number	Measure A/AA Strategy/Category	Agreement Date	Available Amount
FY 20/21	A-FY21-01	AA C2.1	7/1/2020	\$ 45,394
FY 20/21	A-FY21-01	Measure A Reserve	7/1/2020	\$ 2,461
Total Measure A/AA Allocation				\$ 47,855
<i>Measure A/AA Expenditures</i>				
Project Name	Phase	Measure A/AA Strategy/Category	Date of Completion	Amount
Golden Gate Lane Public Stairway	n/a	AA C2.1	7/7/2021	\$ 45,394
		Measure A Reserve	7/7/2021	\$ 2,461
Total Measure A/AA Expenditure				\$ 47,855

2021 Compliance Auditees – Parisi Associates

<i>Measure A/AA Allocation</i>				
Allocation Period	Contract Number	Measure A/AA Strategy/Category	Contract Date	Available Amount
FY 18/19 through FY 20/21	C-FY19-02	A S4.1&4.3/AA C3.1	7/1/2018	\$ 2,775,000
Total Measure A/AA Contract Amount				\$ 2,775,000
<i>Measure A/AA Expenditures</i>		Measure A/AA Strategy/Category	Expenditure Amount	
Project Name				
Safe Routes to School		A S4.1	\$	2,122,741
		A S4.3	\$	100,000
		AA C3.1	\$	308,706
Total Measure A/AA Expenditure				\$ 2,531,448

2021 Compliance Auditees – Town of Corte Madera

<i>Measure A/AA Allocation</i>				
Allocation Period	Agreement Number	Measure A/AA Strategy/Category	Agreement Date	Available Amount
FY 20/21	A-FY20-22	AA C3.3	12/1/2019	\$ 50,000
Total Measure A/AA Allocation				\$ 50,000
<i>Measure A/AA Expenditures</i>				
Project Name	Phase	Measure A/AA Strategy/Category	Date of Completion	Amount
Pixley Ave. and Redwood Ave	All	AA C3.3	11/18/2020	\$ 50,000
Total Measure A/AA Expenditure				\$ 50,000

Q & A

2021 Compliance Audit Cycle Another Year of Clean Audit for all Auditees