



TRANSPORTATION AUTHORITY OF MARIN
BOARD OF COMMISSIONERS MEETING

APRIL 27, 2023
6:00 P.M.

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

900 Fifth Avenue
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San Rafael
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Belvedere
Nancy Kemnitzer

Corte Madera
Pat Ravasio

Fairfax
Chance Cutrano

Larkspur
Kevin Carroll

Mill Valley
Urban Carmel

Novato
Rachel Farac

Ross
P. Beach Kuhl

San Anselmo
Brian Colbert

San Rafael
Kate Colin

Sausalito
Melissa Blaustein

Tiburon
Alice Fredericks

County of Marin
Mary Sackett
Katie Rice
Stephanie Moulton-Peters
Dennis Rodoni
Eric Lucan

This meeting will be held in-person and via Zoom webinar.

This meeting shall consist of a simultaneous teleconference call at the following location(s):
Hilton Garden Inn, 1400 Welton Street, Denver, CO 80202

How to watch the live meeting using the Zoom link:

<https://us02web.zoom.us/j/88155449529?pwd=eS9NOTJUMm9kT1ITekZZNXF0QXRvZ09>

Webinar ID: 881 5544 9529
Passcode: 389590

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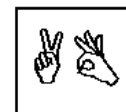
How to provide public comment (limited to 3 minutes or less):

Before the meeting: Please email your comments to info@tam.ca.gov, no later than 5:00 p.m. Wednesday, April 26, 2023, 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: For members of the public participating in-person, the Board Chair will recognize persons from the audience who wish to address the Board during public open time or on a particular agenda item at the time that item is considered by the Board.

If watching this meeting online, click 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” by pressing *9 and wait to be called upon by the Chair or the Clerk. You will be asked to unmute your device when it is your turn to speak and your comments will become part of the public record.

Meeting-related comments may also be sent to info@tam.ca.gov, and will be read (up to 3-minute limit per comment) when the specific agenda item is considered by the Board and will 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. Metropolitan Transportation Commission, Marin Transit and Sonoma-Marin Area Rail Transit Reports, and Commissioner Matters Not on the Agenda (Discussion)
3. Executive Director's Report (Discussion)
4. Open time for public expression, up to three minutes per speaker, on items not on the agenda that are within the subject matter of the agency's jurisdiction. (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.)
5. CONSENT CALENDAR (Action) – **Attachments**
 - a. Approve TAM Board Meeting Minutes March 23, 2023
 - b. Review and Accept the FY2022-23 Third Quarter Financial Report
 - c. Part Time Transit Lane Project Resolution of Local Support
 - d. Approval of Human Resources Consultant Services Team Selections
 - e. Review and Approval of TAM's Financial Audit Team Selection
6. Review of Recommended Crossing Guard Location Selection (Action) – **Attachment**
7. Approval of Team Selection and Contract Award for Sea Level Rise Adaptation Planning for Marin County's Transportation System (Action) – **Attachment**



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
BOARD OF COMMISSIONERS

MARCH 23, 2023
6:00 PM

In-Person & Virtual Meeting

MEETING MINUTES

Members Present: Alice Fredericks, Tiburon Town Council
Beach Kuhl, Ross Town Council
Brian Colbert, San Anselmo Town Council, TAM Chair
Chance Cutrano, Fairfax Town Council
Dennis Rodoni, Marin County Board of Supervisors
Kate Colin, San Rafael City Council
Katie Rice, Marin County Board of Supervisors
Kevin Carroll, Larkspur City Council
Mary Sackett, Marin County Board of Supervisors
Pat Ravasio, Corte Madera Town Council
Rachel Farac, Novato City Council
Urban Carmel, Mill Valley City Council

Members Absent: Eric Lucan, Marin County Board of Supervisors, TAM Vice-Chair
Melissa Blaustein, Sausalito City Council
Nancy Kemnitzer, Belvedere City Council
Stephanie Moulton-Peters, Marin County Board of Supervisors

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

Chair Colbert called the meeting to order at 6:01 p.m.

Chair Colbert welcomed everyone to the meeting and Executive Director (ED) Anne Richman issued an oath of office to Rachel Farac as the new Commissioner representing the City of Novato.

Chair Colbert 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. Chair's Report

Chair Colbert announced the appointment of Commissioner Sackett to the 101/580 Multi-modal and Local Access Improvement Project Ad-Hoc Committee; and the appointment of himself to the State Route (SR) 37 Policy Committee.

2. Metropolitan Transportation Commission, Marin Transit and Sonoma-Marín Area Rail Transit Reports & Commissioner Matters Not on the Agenda (Discussion)

MTC Report – Commissioner Moulton-Peters

None.

Marin Transit Report – Commissioner Rice

None.

SMART Report – Commissioner Colin on behalf of Commissioner Lucan

Commissioner Colin reported that Sonoma–Marín Area Rail Transit (SMART) ridership continues to increase and is currently 87% over the ridership level of February 2022; and year-to-date FY2022-23 ridership is up 93% versus the same period of FY2021-22.

Commissioner Colin also reported that SMART staff is exploring the development of a 3-day commuter pass in response to changes in commute patterns; and that the SMART Board continues to discuss freight operations and logistics.

Commissioner Carmel reported that the Mill Valley Town Council will vote on an electric bike (e-bike) safety ordinance at its April 3 meeting and if approved, will take effect 30 days later. Commissioner Carmel also commented on the benefits of incorporating such an ordinance on a countywide level.

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail.

Member of the public Clayton Smith commented on nationwide labor shortages.

3. Executive Director's Report (Discussion)

ED Anne Richman reported on the release of the Countywide Transportation Plan (CTP) Request for Proposal (RFP) on March 21; and provided an update on TAM's Sea Level Rise (SLR) Adaptation Planning RFP, which closed on March 7.

ED Richman also reported that TAM and Commute by Enterprise will host a webinar for Marin employers regarding vanpool program benefits on April 9; the Metropolitan Transportation Commission (MTC) launched a Richmond-San Rafael Bridge E-Bike Commute Program; and that TAM submitted an application for a Caltrans Sustainable Transportation Planning Grant for a "Vehicle Miles Traveled (VMT) Reduction and Mobility Enhancement Toolkit".

ED Richman further reported on the Highway Safety Improvement Program (HSIP) Cycle 11 funding opportunity; and an Infrastructure Investment and Jobs Act (IIJA) funding opportunity for electric vehicle (EV) chargers.

Lastly, ED Richman reported that Toks Omishakin, Secretary of the California State Transportation Agency (CalSTA), has launched a new blog: Toks Talks Transportation; called attention to this month's California Department of Transportation (Caltrans) report; and highlighted recent and upcoming TAM public outreach meetings.

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail.

Mr. Smith commented on the data used to measure the rate of SLR; the data collection process for the Richmond-San Rafael Bridge E-Bike Commute Program; and the electricity supply for e-bike and EV charging.

4. Open Time for Public Expression

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail, and hearing none, closed this item.

5. CONSENT CALENDAR (Action)

- a. Approve TAM Board Meeting Minutes February 23, 2023
- b. Adopt Positions on 2023 State Legislative Bills
- c. Appoint TAM Board Member Rachel Farac to the SMART Board of Directors

Based on the comments received from the Marin County Bicycle Coalition (MCBC), Chair Colbert pulled item 5b off Consent Calendar to consider separately and to provide direction to staff.

Commissioner Cutrano made a motion to approve items 5a and 5c of the Consent Calendar, which was seconded by Commissioner Fredericks. Chair Colbert opened the item to public comment and hearing none, a roll call vote was conducted, and the motion passed unanimously.

In regard to item 5b – Adopt Positions on 2023 State Legislative Bills – Chair Colbert asked staff to review the list of bills provided by MCBC and return to the Board with any additions to the matrix; and recommended approving the staff recommendations as presented in the staff report.

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail.

WTB-TAM Director of Planning Matthew Hartzell expressed his support for Assembly Bill (AB) 251, which would require the California Transportation Commission (CTC) to convene a task force to study the relationship between vehicle weight and injuries to vulnerable road users, such as pedestrians and cyclists, and degradation to roads, and to study the costs and benefits of imposing a passenger vehicle weight fee or restructuring an existing fee to include consideration of vehicle weight.

Mr. Smith expressed concern that a vehicle weight based fee could adversely affect users of commercial vehicles and light duty trucks, including laborers and tradesmen.

Commissioner Sackett made a motion to adopt positions on the 2023 State Legislative bills, with the modification for staff to return to the Board with consideration of the additional bills, as directed by Chair Colbert, which was seconded by Commissioner Rodoni. A roll call vote was conducted, and the motion passed unanimously.

6. Review and Approval of the Measure A/AA and Measure B Revenue Projections and the FY2023-24 Annual Budget Development Schedule (Action)

Deputy Executive Director/Chief Financial Officer Li Zhang presented this item, which recommends the Board approves the Measure A/AA ½-Cent Transportation Sales Tax and the Measure B \$10 Vehicle Registration Fee (VRF) revenue projections recommended for the FY2023-24 TAM Annual Budget development, and the Budget Development Schedule.

Ms. Zhang provided an overview of the FY2023-24 budget timeline and process; current geopolitical and U.S. economic conditions, including an overview of gross domestic product (GDP), and labor, consumer, business and housing market data. Ms. Zhang also provided an update on the local economy, including Measure A/AA and Measure B revenue projections.

In response to Commissioner Carmel, Ms. Zhang confirmed that the annual percentage increases recommended for the sales tax revenue represent nominal growth.

In response to Commissioner Rice, Ms. Zhang explained that the ability of Marin residents to work from home contributed to the increase in sales tax revenue in 2021 and 2022; however, staff still recommends taking a conservative approach with respect to revenue projections over the next 5 years.

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail.

Mr. Smith commented on the fluctuations of economic cycles and the current rate of inflation.

Commissioner Carmel expressed support for the revenue projection recommendations made by staff.

Commissioner Carroll commented on the insightful presentations provided by the Marin Economic Forum.

Commissioner Cutrano expressed support for the staff presentation and recommendations.

Chair Colbert expressed support for the staff recommendation; and clarified that Li Zhang is the Deputy Executive Director/Chief Financial Officer for TAM.

Commissioner Colin moved to approve the Measure A/AA ½-Cent Transportation Sales Tax and the Measure B \$10 VRF revenue projection recommended for the FY2023-24 TAM Annual Budget development, and the Budget Development Schedule, which was seconded by Commissioner Carmel. A roll call vote was conducted, and the motion passed unanimously.

7. Presentation of the San Anselmo Hub Study (Discussion)

ED Richman introduced Town of San Anselmo Public Works Director Sean Condry and Assistant Public Works Director Scott Schneider, and David Parisi with Parisi Transportation to present this study, which was partially funded by TAM.

Mr. Condry provided an overview of the study's purpose and process and historical background information. Mr. Condry also provided information on weekday peak vehicle demand; vehicular traffic flows; hub signal phasing; and transit, pedestrian and bicycle conditions.

Mr. Condry provided concepts and evaluation data for traffic, transit, and active transportation improvements, including adaptive traffic signal upgrades, bicycle bypass route, modern roundabout, T-intersection with displaced left turn, and a pedestrian and bicyclist flyover.

Lastly, Mr. Condry outlined next steps, including obtaining funding for the implementation of short-term improvements and further assessment and refinement of long-term concepts.

In response to Commissioner Carmel, ED Richman explained that funding for these improvements would likely need to come from a variety of sources.

In response to Commissioner Colin, Mr. Condry explained that the Hub Study incorporated a two-year parking study to determine how parking could be reconfigured for the bicycle bypass route; and that bike boxes will also be considered at various intersections.

In response to Commissioner Cutrano, Mr. Parisi explained that all of the active transportation elements were designed to overlay with the traffic and transit improvements.

In response to Commissioner Rodoni, Mr. Parisi reported that approximately 1,600 public transit riders move through the Hub daily; and that Parisi Transportation has been working with Marin Transit (MT) and Golden Gate Transit (GGT) throughout the Study to coordinate efforts to expedite public transit through the Hub.

In response to Commissioner Rice, Mr. Parisi explained that the Study evaluated downstream effects when evaluating the improvement concepts and determined that the roundabout did not increase congestion at downstream intersections. Mr. Parisi also explained that from a traffic standpoint the improvements are meant to balance the network and manage congestion, while improving transit access and bicycle and pedestrian safety; and that the Hub has been accommodating approximately 65,000 vehicles per day for decades.

Commissioner Sackett commented that because other towns/cities are impacted by the Hub, perhaps viewing the project as more interjurisdictional could be beneficial to obtain funding.

Mr. Condry reported that there have been discussions about meeting with the City of San Rafael and the Towns of Fairfax and Ross as potential partners for this regional intersection.

In response to Commissioner Carroll, Mr. Parisi explained that more roundabouts are being built nationwide; and research shows that typically, 70-80% of people are skeptical of roundabouts during the planning phase, but that a survey of the same group one year after implementation yields a 70-80% approval rating.

Commissioner Carmel commented that the County will continue to see growth and future planning is imperative; and expressed support for the multi-modal approach of the Study and the modern roundabout concept.

Commissioner Ravasio expressed support for the modern roundabout concept; and commented that the quality of design work is imperative to a successful improvement project.

In response to Commissioner Cutrano, Mr. Condry explained that one attribute of a roundabout is its ability to accommodate changes in traffic patterns. Commissioner Cutrano also expressed support of partnering with neighboring jurisdictions to provide feedback early in the process.

Mr. Condry explained that future planning could incorporate more roundabouts and fewer traffic signals.

In response to Commissioner Kuhl, Mr. Condry explained that the Town of San Anselmo has included the Ross Valley Fire Department (RVFD) in discussions regarding the improvement concepts, and that the RVFD will be part of the process.

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail.

Mr. Hartzell expressed support for the improvement concepts, including the multi-modal network connectivity, and the future planning components, including the modern roundabout; encouraged TAM to consider funding lower cost, short-term projects; and commented on the importance of this intersection as a regional hub within the County.

Chair Colbert thanked staff from both TAM and the Town of San Anselmo for the presentation; and commented that the Study is a foundational piece to addressing the immediate and pressing needs of the problem of vehicular congestion while future-proofing multi-modal transportation concerns for present and future generations.

The meeting was adjourned at 7:42 p.m.

DRAFT



DATE: April 27, 2023

TO: Transportation Authority of Marin Board of Commissioners

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

SUBJECT: Review and Accept the FY2022-23 Third Quarter Financial Report (Action), Agenda Item No. 5b

RECOMMENDATION

Staff recommends that the TAM Board reviews and accepts the FY2022-23 Third Quarter Financial Report.

BACKGROUND

This report, along with all accompanying attachments, provides a summary of the financial activities for the period ending March 31, 2023, and covers TAM's revenue and expenditure activities from July 1, 2022 to March 31, 2023. Revenues and expenditures are presented on a cash basis for the period covered.

DISCUSSION/ANALYSIS

Revenue Highlights:

As of March 31, 2023, the total ½-Cent Transportation Sales Tax cash disbursements received from the California Department of Tax and Fee Administration (CDTFA) for the nine-month period from July 2022 to March 2023 was \$26.95 million, which is 2.61% more than the total disbursements received for the same period in FY2021-22.

As of March 31, 2023, TAM has received a total of \$1.74 million in Measure B \$10 Vehicle Registration Fee cash disbursements from the Department of Motor Vehicles (DMV) for the nine-month period from July 2022 to March 2023, which is 0.33% less than the total disbursements received for the same period in FY2021-22

TAM also received \$897,781 in interest revenue for the nine-month period from July 2022 to March 2023, which includes \$892,724 from its investments in CalTRUST (Investments Trust of California), and \$5,057 from its cash in the checking and money market accounts with Bank of Marin. The increase in interest revenue is due to proactive monitoring of market interest rates change and timely investing of available resources.

Expenditure Highlights:

Total expenditure through the third quarter of the year is about \$17.79 million. Please note all expenditures are reported on a cash basis and there are delays due to the time needed by vendors to prepare and submit payment requests for work conducted through the end of third quarter of the year.

Budget Amendments:

TAM staff is proposing a \$120,000 budget increase for the Measure AA Safe Routes to Schools program due to an expected increase in cost and expansion of the program.

With the execution of the various funding agreements related to the Marin City Flood Mitigation Projects, depending on the timing of the funding disbursement and the start of the various projects, the TAM FY2022-23 Annual Budget may need to be amended over the next couple of months to reflect the expected revenue distribution of \$10 million and the expected current fiscal year expenditure amount of \$3 million.

Investment with CalTRUST:

Attachment 7 of the staff report provides principal and interest earning details for each of the CalTRUST funds in which TAM invests. As of March 31, 2023, interest earnings from all funds totaled \$892,724, unrealized loss was \$1,193,065, which is mostly from the agency's investment in the Medium-Term Fund due to the current financial market condition. Staff is closely monitoring the agency's cash flow needs and currently is not expecting any need to sell those funds in the near future. TAM also invested an additional \$10.6 million in the CalTRUST Liquidity Fund by the end of the third quarter since project/program spending/expenditure reimbursement requests have been much slower than anticipated.

FISCAL CONSIDERATION

None.

NEXT STEPS

The Fourth Quarter Financial Report will be incorporated as part of the TAM FY2022-23 Annual Comprehensive Financial Report (ACFR) and presented to the Board for review and acceptance by November 2023.

ATTACHMENTS

- Attachment 1 FY2022-23 Budget to Actual Comparison as of 3/31/2023
- Attachment 2 Summary of FY2022-23 Budget Amendments as of 3/31/2023
- Attachment 3 FY2022-23 Revenue and Expenditure Report as of 3/31/2023 – Measure A Sales Tax Detail
- Attachment 4 FY2022-23 Revenue and Expenditure Report as of 3/31/2023 – Measure AA Sales Tax Detail
- Attachment 5 5.1: Monthly Measure A/AA Sales Tax Disbursement Comparison
5.2: Annual Measure A/AA Sales Tax Actual Vs. Budget Comparison
- Attachment 6 FY2022 and FY2023 Monthly Measure B VRF Disbursement Comparison
- Attachment 7 CalTRUST Investment Monthly Interest Income by Fund
- Attachment 8 8.1: FY2022-23 Budget Revenue Overview by Funding Source
8.2: FY2022-23 Budget Expenditure Overview by Category
- Attachment 9 Transportation Acronyms

Attachment I: FY2022-23 Budget to Actual Comparison as of 3/31/23

Budget Line Items	Annual Budget	Actual 3/31/23	\$ Difference	Actual as % of Budget
<u>Beginning Fund Balance</u>	<u>43,615,300</u>	<u>43,615,300</u>		
REVENUES				
Measure A/AA Sales Tax	34,850,000	26,949,104	(7,900,896)	77.33%
Measure B Vehicle Registration Fee Revenue	2,300,000	1,743,346	(556,654)	75.80%
Cities/Towns and County CMA Fee	550,000	550,000	-	100.00%
Interest Revenue	250,000	897,781	647,781	359.11%
MTC STP/CMAQ Planning & OBAG Grant Funds	1,228,121	349,430	(878,691)	28.45%
MTC Regional Measure 2 Fund	1,518,390	366,122	(1,152,268)	24.11%
State STIP PPM Fund	100,005	63,118	(36,887)	63.11%
Federal STP Fund	10,000	5,000	(5,000)	50.00%
Caltrans Safe Roads Marin Grant	72,000	-	(72,000)	0.00%
Realized Highway 101 ROW Excess Fund	225,000	96,231	(128,769)	42.77%
Marin Transportation For Clean Air Funding	350,000	175,098	(174,902)	50.03%
Regional TFCA Competitive Grants	63,727	23,787	(39,941)	37.33%
<u>Total Revenue Available</u>	<u>41,517,244</u>	<u>31,219,016</u>	<u>(10,298,228)</u>	<u>75.20%</u>
EXPENDITURES				
Administration				
Salaries & Benefits	2,979,000	2,050,674	928,326	68.84%
Agency-Wide Classification Study	25,000	-	25,000	0.00%
Office Lease	245,000	198,944	46,056	81.20%
Agency IT Related Equipment Upgrade	40,000	20,213	19,787	50.53%
Equipment Purchase/Lease	10,000	3,218	6,782	32.18%
Telephone/Internet/Web Hosting Services	25,000	16,931	8,069	67.73%
Office Supplies & Small Miscellaneous Items	31,000	34,617	(3,617)	111.67%
Insurance	15,000	14,682	318	97.88%
Financial Audit	23,000	20,000	3,000	86.96%
Legal Services	35,000	1,525	33,475	4.36%
Document/Video/Marketing Material Production	50,000	16,052	33,948	32.10%
Memberships	34,500	37,132	(2,632)	107.63%
Travel/Meetings/Conferences	31,500	14,126	17,374	44.84%
Professional Development	5,000	3,819	1,181	76.38%
Human Resources/Board Support	20,000	1,531	18,469	7.66%
Information Technology Support	45,000	15,167	29,833	33.70%
Annual Support & Upgrade of Financial System	10,000	7,569	2,431	75.69%
<u>Subtotal, Administration</u>	<u>3,624,000</u>	<u>2,456,200</u>	<u>1,167,800</u>	<u>67.78%</u>

Attachment I: FY2022-23 Budget to Actual Comparison as of 3/31/23

Budget Line Items	Annual Budget	Actual 3/31/23	\$ Difference	Actual as % of Budget
Professional Services				
Bellam Blvd I01 Off-ramp Improvements - Design & ROW	700,000	43,773	656,227	6.25%
Travel Model Maintenance & Update	100,000	-	100,000	0.00%
Traffic Monitoring, Reporting & Travel Model Data Requests	75,000	83,229	(8,229)	110.97%
Project Management Oversight	140,000	52,614	87,386	37.58%
State Legislative Assistance	46,200	30,800	15,400	66.67%
Financial Advisor/Sales Tax Audit Services	10,000	19,419	(9,419)	194.19%
Measure A/AA Sales Tax Compliance Audit	20,000	19,194	806	95.97%
N/S Greenway - Construction Design Support	250,000	34,365	215,635	13.75%
Public Outreach Service Support	40,000	5,745	34,255	14.36%
Vision Plan Update/Countywide Transportation Plan	150,000	-	150,000	0.00%
Safe Roads Marin - HSIP Caltrans	72,000	-	72,000	0.00%
Equity Framework	50,000	-	50,000	0.00%
Consulting Pool	10,000	6,758	3,242	67.58%
Subtotal, Professional Services	1,663,200	295,899	1,367,301	17.79%
Measure A Sales Tax Programs/Projects				
<u>Strategy 1 - Transit</u>	2,445,230	1,441,207	1,004,023	58.94%
<i>Substrategy 1.1 - Local Bus Transit Service</i>	680,000	680,000	-	100.00%
<i>Substrategy 1.2 - Rural Bus Transit System</i>	55,080	55,080	-	100.00%
<i>Substrategy 1.3 - Special Needs Transit Services</i>	165,410	165,410	-	100.00%
<i>Substrategy 1.4 - Bus Transit Facilities</i>	1,544,740	540,717	1,004,023	35.00%
<u>Strategy 3 - Local Transportation Infrastructure</u>	406,545	-	406,545	0.00%
<i>Substrategy 3.1 - Major Roads</i>	163,105	-	163,105	0.00%
<i>Substrategy 3.2 - Local Streets and Roads</i>	243,440	-	243,440	0.00%
<u>Strategy 4 - Safer Access to Schools</u>	537,870	60,690	477,180	11.28%
<i>Substrategy 4.1 - Safe Routes to Schools</i>	60,690	-	60,690	0.00%
<i>Substrategy 4.2 - Crossing Guards</i>	77,180	60,690	16,490	78.63%
<i>Substrategy 4.3 - Safe Pathways to School</i>		-		
<i>Safe Pathway Capital Projects</i>	400,000	-	400,000	0.00%
Subtotal, Measure A Programs	3,389,645	1,501,897	1,887,748	44.31%

Attachment I: FY2022-23 Budget to Actual Comparison as of 3/31/23

Budget Line Items	Annual Budget	Actual 3/31/23	\$ Difference	Actual as % of Budget
Measure AA Sales Tax Programs/Projects				
Major Road Set-Aside	5,000,000	5,367,398	(367,398)	107.35%
<u>Category 1 - Reduce Congestion</u>	<u>4,200,000</u>	<u>1,634,331</u>	<u>2,565,669</u>	<u>38.91%</u>
Category 1.1 - Completion of Marin-Sonoma Narrows				
MSN B7/B8 Design/ROW/Utility Work	1,400,000	1,157,371	242,629	82.67%
MSN B7/B8 Construction Design Support	400,000	92,422	307,578	23.11%
Category 1.2 - Match for Completion of 101/580 Direct Connector				
580/101 Direct Connector Project PID & PAED	1,100,000	218,357	881,643	19.85%
Category 1.3 - Enhance Interchanges	1,200,000	166,182	1,033,818	13.85%
Category 1.4 - Transportation Demand Management	100,000	-	100,000	0.00%
<u>Category 2 - Local Transportation Infrastructure</u>	<u>7,988,432</u>	<u>374,560</u>	<u>7,613,872</u>	<u>4.69%</u>
Category 2.1 - Local Roads	6,773,432	-	6,773,432	0.00%
Category 2.2 - Large Safe Pathways Capital Projects	1,000,000	374,560	625,440	37.46%
Category 2.3 - Sea Level Rise	100,000	-	100,000	0.00%
Category 2.4 - Innovative Technology	115,000	-	115,000	0.00%
<u>Category 3 - Safer Access to Schools</u>	<u>3,170,000</u>	<u>1,972,471</u>	<u>1,197,529</u>	<u>62.22%</u>
Category 3.1 - Safe Routes to Schools	970,000	748,888	221,112	77.20%
Category 3.2 - Crossing Guards	1,950,000	1,221,829	728,171	62.66%
Category 3.3 - Small Safe Pathways Capital Projects	250,000	1,755	248,245	0.70%
<u>Category 4 - Transit</u>	<u>14,643,464</u>	<u>2,806,459</u>	<u>11,837,006</u>	<u>19.17%</u>
Category 4.1 - Local Bus Transit Service	6,000,000	1,370,394	4,629,606	22.84%
Category 4.2 - Rural Bus Transit System	1,131,141	726,516	404,625	64.23%
Category 4.3 - Special Needs Transit Services	4,159,467	481,579	3,677,888	11.58%
Category 4.4 - School Transit Service	1,600,000	227,970	1,372,030	14.25%
Category 4.5 - Bus Transit Facilities	1,628,357	-	1,628,357	0.00%
Category 4.6 - Expand Access to Transit	124,499	-	124,499	0.00%
Subtotal, Measure AA Programs	35,001,896	12,155,218	22,846,678	34.73%
Measure B VRF Programs				
<u>Element 1 - Maintain Local Streets & Pathways</u>	<u>2,357,095</u>	<u>-</u>	<u>2,357,095</u>	<u>0.00%</u>
Element 1.1 - Local Streets and Roads	2,257,095	-	2,257,095	0.00%
Element 1.2 - Bike/Ped Pathways	100,000	-	100,000	0.00%
<u>Element 2 - Seniors & Disabled Mobility</u>	<u>950,000</u>	<u>603,316</u>	<u>346,684</u>	<u>63.51%</u>
Element 2.1 - Mobility Management Programs	100,000	69,952	30,048	69.95%
Element 2.2 - Paratransit & Low Income Scholarships	190,000	69,435	120,565	36.54%
Element 2.3 - Paratransit Plus	360,000	403,109	(43,109)	111.97%
Element 2.4 - Volunteer Drive & Gap Grant	300,000	60,821	239,179	20.27%
<u>Element 3 - Reduce Congestion & Pollution</u>	<u>875,000</u>	<u>458,011</u>	<u>416,989</u>	<u>52.34%</u>
Element 3.1 - Safe Routes to School/Street Smart Program	175,000	100,000	75,000	57.14%
Element 3.2 - Commute Alternative Programs	350,000	197,695	152,305	56.48%
Element 3.3 - Alternative Fuel Vehicle Program	350,000	160,317	189,683	45.80%
Subtotal, Measure B Programs	4,182,095	1,061,328	3,120,767	25.38%

Attachment I: FY2022-23 Budget to Actual Comparison as of 3/31/23

Budget Line Items	Annual Budget	Actual 3/31/23	\$ Difference	Actual as % of Budget
Interagency Agreements				
Caltrans - N/S Greenway (Northern Segment) Construction	1,500,000	-	1,500,000	0.00%
Larkspur N/S Greenway (ORH)- Construction support	150,000	-	150,000	0.00%
San Anselmo - Hub Reconfiguration Phase I Study	9,000	-	9,000	0.00%
Caltrans - MSN B8 PS&E/ROW Support & Capital	225,000	92,915	132,085	41.30%
Larkspur - North-South Greenway Construction Management	200,000	-	200,000	0.00%
Various Agencies - Bike/Ped Path Maintenance	100,000	-	100,000	0.00%
Marin Transit - Bus Facility Lease or Purchase Contribution	1,100,000	-	1,100,000	0.00%
Marin County - Drake/Cole Improvement Project	68,000	-	68,000	0.00%
Caltrans - 580/101 Direct Connector PID	120,000	40,519	79,481	33.77%
Caltrans & Other - MSN B7 PS&E/ROW Support & Capital	450,000	3,317	446,683	0.74%
Caltrans - MSN B7 Construction Capital & Support	1,026,000	187,117	838,883	18.24%
Subtotal, Interagency Agreements	4,948,000	323,867	4,624,133	6.55%
TFCA Programs/Projects Expenditures				
North/South Greenway Construction	28,364	-	28,364	0.00%
TFCA - Reimbursement of Various Capital Projects	394,000	-	394,000	0.00%
Subtotal, TFCA Programs/Projects	422,364	-	422,364	0.00%
Total Expenditures	53,231,200	17,794,408	35,436,792	33.43%
Net Change in Fund Balance	(11,713,956)	13,424,607		
Ending Fund Balance	31,901,344	57,039,907		

Please note the budget to actual comparisons are presented on a cash basis and revenues collected and expenditures paid may not reflected the actual collection and work during the period.

Attachment 2: Summary of FY2022-23 Budget Amendments as of 3/31/23			
Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
<u>Beginning Fund Balance</u>	<u>43,615,300</u>	<u>43,615,300</u>	<u>43,615,300</u>
REVENUES			
Measure A/AA Sales Tax	34,850,000		34,850,000
Measure B Vehicle Registration Fee Revenue	2,300,000		2,300,000
Cities/Towns and County CMA Fee	550,000		550,000
Interest Revenue	250,000		250,000
MTC STP/CMAQ Planning & OBAG Grant Funds	1,228,121		1,228,121
MTC Regional Measure 2 Fund	1,518,390		1,518,390
State STIP PPM Fund	100,005		100,005
Federal STP Fund	10,000		10,000
Caltrans Safe Roads Marin Grant	72,000		72,000
Realized Highway 101 ROW Excess Fund	225,000		225,000
Marin Transportation For Clean Air Funding	350,000		350,000
Regional TFCA Competitive Grants	63,727		63,727
<u>Total Revenue Available</u>	<u>41,517,244</u>	<u>-</u>	<u>41,517,244</u>
EXPENDITURES			
Administration			
Salaries & Benefits	2,979,000		2,979,000
Agency-Wide Classification Study	25,000		25,000
Office Lease	245,000		245,000
Agency IT Related Equipment Upgrade	40,000		40,000
Equipment Purchase/Lease	10,000		10,000
Telephone/Internet/Web Hosting Services	25,000		25,000
Office Supplies & Small Miscellaneous Items	31,000		31,000
Insurance	15,000		15,000
Financial Audit	23,000		23,000
Legal Services	35,000		35,000
Document/Video/Marketing Material Production	50,000		50,000
Memberships	34,500		34,500
Travel/Meetings/Conferences	31,500		31,500
Professional Development	5,000		5,000
Human Resources/Board Support	20,000		20,000
Information Technology Support	45,000		45,000
Annual Support & Upgrade of Financial System	10,000		10,000
<u>Subtotal, Administration</u>	<u>3,624,000</u>	<u>-</u>	<u>3,624,000</u>

Attachment 2: Summary of FY2022-23 Budget Amendments as of 3/31/23			
Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
Professional Services			
Bellam Blvd I01 Off-ramp Improvements - Design & ROW	700,000		700,000
Travel Model Maintenance & Update	100,000		100,000
Traffic Monitoring, Reporting & Travel Model Data Requests	75,000		75,000
Project Management Oversight	140,000		140,000
State Legislative Assistance	46,200		46,200
Financial Advisor/Sales Tax Audit Services	10,000		10,000
Measure A/AA Sales Tax Compliance Audit	20,000		20,000
N/S Greenway - Construction Design Support	250,000		250,000
Public Outreach Service Support	40,000		40,000
Vision Plan Update/Countywide Transportation Plan	150,000		150,000
Safe Roads Marin - HSIP Caltrans	72,000		72,000
Equity Framework	50,000		50,000
Consulting Pool	10,000		10,000
Subtotal, Professional Services	1,663,200	-	1,663,200
Measure A Sales Tax Programs/Projects			
Strategy 1 - Transit	2,445,230	-	2,445,230
<i>Substrategy 1.1 - Local Bus Transit Service</i>	680,000		680,000
<i>Substrategy 1.2 - Rural Bus Transit System</i>	55,080		55,080
<i>Substrategy 1.3 - Special Needs Transit Services</i>	165,410		165,410
<i>Substrategy 1.4 - Bus Transit Facilities</i>	1,544,740		1,544,740
Strategy 3 - Local Transportation Infrastructure	406,545	-	406,545
<i>Substrategy 3.1 - Major Roads</i>	163,105		163,105
<i>Substrategy 3.2 - Local Streets and Roads</i>	243,440		243,440
Strategy 4 - Safer Access to Schools	537,870	-	537,870
<i>Substrategy 4.1 - Safe Routes to Schools</i>	60,690		60,690
<i>Substrategy 4.2 - Crossing Guards</i>	77,180		77,180
<i>Substrategy 4.3 - Safe Pathways to School</i>			
<i>Safe Pathway Capital Projects</i>	400,000		400,000
Subtotal, Measure A Programs	3,389,645	-	3,389,645

Attachment 2: Summary of FY2022-23 Budget Amendments as of 3/31/23			
Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
Measure AA Sales Tax Programs/Projects			
Major Road Set-Aside	5,000,000		5,000,000
<u>Category 1 - Reduce Congestion</u>	4,200,000	-	4,200,000
Category 1.1 - Completion of Marin-Sonoma Narrows			
MSN B7/B8 Design/ROW/Utility Work	1,400,000		1,400,000
MSN B7/B8 Construction Design Support	400,000		400,000
Category 1.2 - Match for Completion of 101/580 Direct Connector			
580/101 Direct Connector Project PID & PAED	1,100,000		1,100,000
Category 1.3 - Enhance Interchanges	1,200,000		1,200,000
Category 1.4 - Transportation Demand Management	100,000		100,000
<u>Category 2 - Local Transportation Infrastructure</u>	7,988,432	-	7,988,432
Category 2.1 - Local Roads	6,773,432		6,773,432
Category 2.2 - Large Safe Pathways Capital Projects	1,000,000		1,000,000
Category 2.3 - Sea Level Rise	100,000		100,000
Category 2.4 - Innovative Technology	115,000		115,000
<u>Category 3 - Safer Access to Schools</u>	3,170,000	120,000	3,290,000
Category 3.1 - Safe Routes to Schools	970,000	120,000	1,090,000
Category 3.2 - Crossing Guards	1,950,000		1,950,000
Category 3.3 - Small Safe Pathways Capital Projects	250,000		250,000
<u>Category 4 - Transit</u>	14,643,464	-	14,643,464
Category 4.1 - Local Bus Transit Service	6,000,000		6,000,000
Category 4.2 - Rural Bus Transit System	1,131,141		1,131,141
Category 4.3 - Special Needs Transit Services	4,159,467		4,159,467
Category 4.4 - School Transit Service	1,600,000		1,600,000
Category 4.5 - Bus Transit Facilities	1,628,357		1,628,357
Category 4.6 - Expand Access to Transit	124,499		124,499
Subtotal, Measure AA Programs	35,001,896	120,000	35,121,896
Measure B VRF Programs			
<u>Element 1 - Maintain Local Streets & Pathways</u>	2,357,095	-	2,357,095
Element 1.1 - Local Streets and Roads	2,257,095		2,257,095
Element 1.2 - Bike/Ped Pathways	100,000		100,000
<u>Element 2 - Seniors & Disabled Mobility</u>	950,000	-	950,000
Element 2.1 - Mobility Management Programs	100,000		100,000
Element 2.2 - Paratransit & Low Income Scholarships	190,000		190,000
Element 2.3 - Paratransit Plus	360,000		360,000
Element 2.4 - Volunteer Drive & Gap Grant	300,000		300,000
<u>Element 3 - Reduce Congestion & Pollution</u>	875,000	-	875,000
Element 3.1 - Safe Routes to School/Street Smart Program	175,000		175,000
Element 3.2 - Commute Alternative Programs	350,000		350,000
Element 3.3 - Alternative Fuel Vehicle Program	350,000		350,000
Subtotal, Measure B Programs	4,182,095	-	4,182,095

Attachment 2: Summary of FY2022-23 Budget Amendments as of 3/31/23			
Budget Line Items	Annual Budget	Proposed Amendments	Revised Budget
Interagency Agreements			
Caltrans - N/S Greenway (Northern Segment) Construction	1,500,000		1,500,000
Larkspur N/S Greenway (ORH)- Construction support	150,000		150,000
San Anselmo - Hub Reconfiguration Phase I Study	9,000		9,000
Caltrans - MSN B8 PS&E/ROW Support & Capital	225,000		225,000
Larkspur - North-South Greenway Construction Management	200,000		200,000
Various Agencies - Bike/Ped Path Maintenance	100,000		100,000
Marin Transit - Bus Facility Lease or Purchase Contribution	1,100,000		1,100,000
Marin County - Drake/Cole Improvement Project	68,000		68,000
Caltrans - 580/101 Direct Connector PID	120,000		120,000
Caltrans & Other - MSN B7 PS&E/ROW Support & Capital	450,000		450,000
Caltrans - MSN B7 Construction Capital & Support	1,026,000		1,026,000
Subtotal, Interagency Agreements	4,948,000	-	4,948,000
TFCA Programs/Projects Expenditures			
North/South Greenway Construction	28,364		28,364
TFCA - Reimbursement of Various Capital Projects	394,000		394,000
Subtotal, TFCA Programs/Projects	422,364	-	422,364
Total Expenditures	53,231,200	120,000	53,351,200
Net Change in Fund Balance	(11,713,956)	(120,000)	(11,833,956)
Ending Fund Balance	31,901,344	43,495,300	31,781,344

Attachment 3: FY2022-23 Revenue and Expenditure Report as of 3/31/23 – Measure A

Budget Line	Interest	5% Reserve	1% Admin	4% Program	S - 1.1 Local Bus	S - 1.2 Rural Bus	S - 1.3 Para.	S - 1.4 Cap. Imp.
REVENUE								
FY2022 Accrual Balance	4,122,059	4,021,844	56,750	11,749	166,231	1,920	5,752	1,439,115
FY2023 Revenue	157,360	-	214	859	8,167	663	1,987	1,324
EXPENSES								
ADMINISTRATION								
Salaries & Benefits			34,715					
PROFESSIONAL SERVICES								
N/S Greenway - Construction Design Support	25,885							
MEASURE A PROGRAMS/PROJECTS								
Strategy 1 - Transit		1,010,820						430,387
Strategy 4- Safe Routes		60,690						
Total Expenses	25,885	1,071,510	34,715	-	-	-	-	430,387
BALANCE	4,253,534	2,950,334	22,249	12,608	174,398	2,583	7,739	1,010,053

The FY2023 Revenue excludes July and Aug 2022 cash receipts. The two months of revenue were accrued in the FY2022 accrual balance.

Attachment 3: FY2022-23 Revenue and Expenditure Report as of 3/31/23 – Measure A

Budget Line	S - 3.1 Major Roads	S - 3.2 Local Roads	S - 4.1 SR2S	S- 4.2 C. Guards	S - 4.3 Pathways	Total
REVENUE						
FY2022 Accrual Balance	11,009	386,153	3,058	4,678	(297,066)	9,933,252
FY2023 Revenue	2,926	2,926	728	926	773	178,853
EXPENSES						
ADMINISTRATION						
Salaries & Benefits						34,715
PROFESSIONAL SERVICES						
N/S Greenway - Construction Design Support						25,885
MEASURE A PROGRAMS/PROJECTS						
Strategy 1 - Transit						1,441,207
Strategy 4- Safe Routes						60,690
Total Expenses	-	-	-	-	-	1,562,497
BALANCE	13,935	389,079	3,786	5,604	(296,293)	8,549,609

Attachment 4: FY2022-23 Revenue and Expenditure Report as of 3/31/23 – Measure AA

Budget Line	Interest	Major Road Set Aside	5% Reserve	1% Adm	4% PM	Category DM	Cat 1.1 MSN	Cat 1.2 101/580	Cat 1.3 Intrchns	Cat 1.4 TDM	Cat 2.1 Local Roads	Cat 2.2 Large SP Projects	Cat 2.3 Sea Level Rise	Cat 2.4 Innovative Tech
REVENUE														
FY2022 Accrual Balance	(289,614)	(100,643)	3,426,114	685,078	740,500		(1,972,966)	(1,222,918)	521,507	402,109	6,991,490	946,932	825,981	290,389
FY2023 Revenue	608,621	1,370,831	1,037,366	207,473	829,892	393,750	234,526	312,703	469,052	78,177	3,745,854	510,798	170,265	85,135
EXPENSES														
ADMINISTRATION														
Salaries & Benefits		45,992		97,882	585,320	382,452								
Agency-Wide Classification Study														
Office Lease					198,944									
Agency IT Related Equipment Upgrade					20,213									
Equipment Purchase/Lease					3,218									
Telephone/Internet/Web Hosting Services					16,931									
Office Supplies & Small Miscellaneous Items					32,916									
Insurance					14,682									
Financial Audit					20,000									
Legal Services					572									
Production					15,982									
Memberships					14,632									
Travel/Meetings/Conferences					13,646		73							
Professional Development					3,819									
Human Resources/Board Support					1,531									
Information Technology Support					15,167									
Annual Support & Upgrade of Financial System					7,569									
PROFESSIONAL SERVICES														
Bellam Blvd 101 Off Ramp Improvements - Design & ROW		43,773												
N/S Greenway - PS&E/Environmental/Construction Design Support														
Project Management Oversight						31,433								
Financial Advisor/Sales Tax Audit Services					19,419									
Measure A/AA Sales Tax Compliance Audit					19,194									
N/S Greenway - Construction Design Support														
Public Outreach Service Support														
Consultant Pool					6,758									
MEASURE AA SALES TAX PROGRAMS/PROJECTS														
Major Road Set-Aside		5,367,398												
Category 1 - Reduce Congestion							1,249,793	218,357	166,182					
Category 2 - Local Transportation Infrastructure												374,560		
Category 3 - Safer Access to Schools														
Category 4 - Transit														
INTERAGENCY AGREEMENTS														
Various Agencies - Bike/Ped Path Maintenance														
Marin Transit - Bus Facility Lease or Purchase Contribution														
Marin County - Drake/Cole Improvement Project														
Caltrans - 580/101 Direct Connector PID								40,519						
Caltrans & Other - MSN B7 PS&E/ROW Support & Capital														
Caltrans - MSN B7 Construction Capital & Support							187,117							
Total Expenses	-	5,457,163	-	97,882	1,010,514	413,885	1,436,983	258,876	166,182	-	-	374,560	-	-
BALANCE	319,007	(4,186,975)	4,463,480	794,669	559,878	(20,135)	(3,175,423)	(1,169,090)	824,377	480,286	10,737,344	1,083,771	176,265	375,524

The FY2023 Revenue excludes July and Aug 2022 cash receipts. The two months of revenue were accrued in the FY2022 accrual balance.

Attachment 4: FY2022-23 Revenue and Expenditure Report as of 3/31/23 – Measure AA

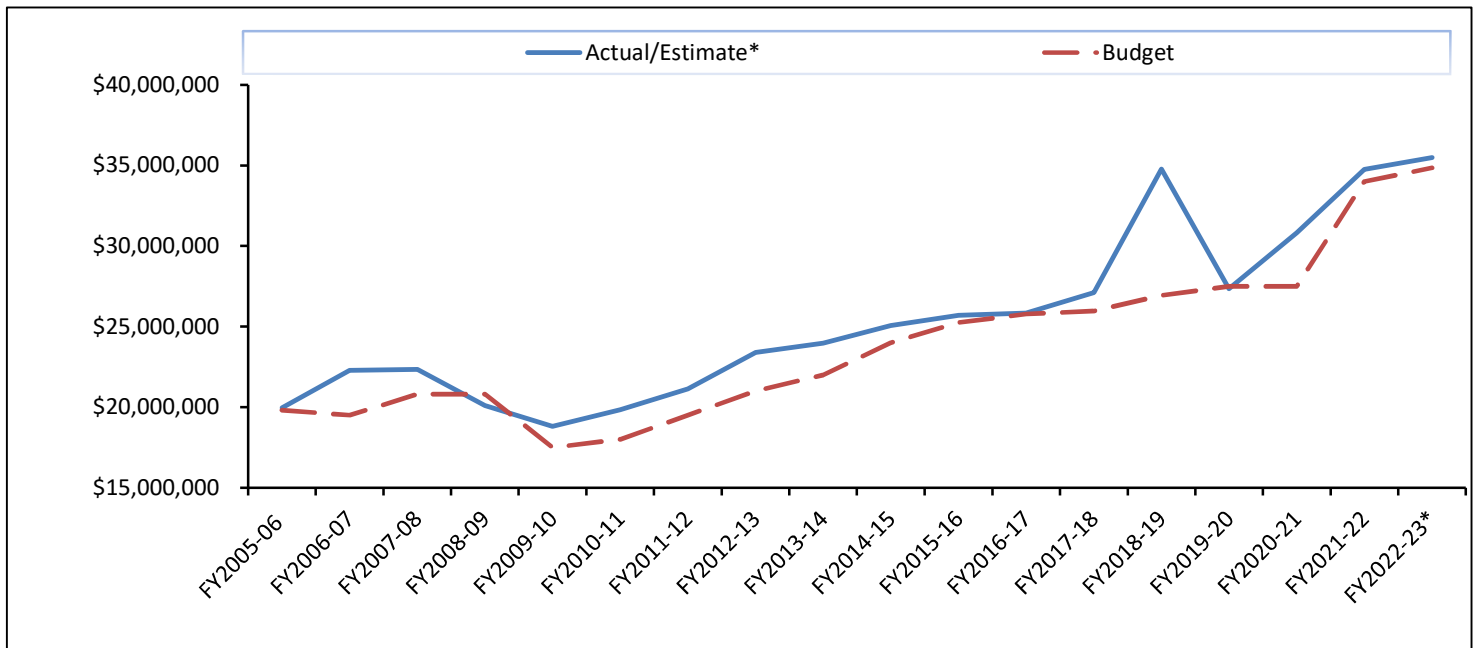
Budget Line	Cat 3.1 SR2S	Cat 3.2 Crossing Guards	Cat 3.3 Small SP Projects	Cat 4.1 Local Transit	Cat 4.2 Rural Transit	Cat 4.3 Special Needs	Cat 4.4 School Transit	Cat 4.5 Transit Facilities	Cat 4.6 Transit Access	Total
REVENUE										
FY2022 Accrual Balance	1,693,277	1,941,795	260,152	10,397,840	288,005	1,489,533	1,117,473	504,172	239,369	29,175,575
FY2023 Revenue	561,176	1,122,355	160,337	5,674,581	515,871	1,633,592	859,785	687,828	85,978	21,355,946
EXPENSES										
ADMINISTRATION										
Salaries & Benefits										1,111,646
Agency-Wide Classification Study										-
Office Lease										198,944
Agency IT Related Equipment Upgrade										20,213
Equipment Purchase/Lease										3,218
Telephone/Internet/Web Hosting Services										16,931
Office Supplies & Small Miscellaneous Items										32,916
Insurance										14,682
Financial Audit										20,000
Legal Services		319								891
Document/Video/Marketing Material Production										15,982
Memberships										14,632
Travel/Meetings/Conferences										13,719
Professional Development										3,819
Human Resources/Board Support										1,531
Information Technology Support										15,167
Annual Support & Upgrade of Financial System										7,569
PROFESSIONAL SERVICES										-
Bellam Blvd 101 Off Ramp Improvements - Design & ROW										43,773
N/S Greenway - PS&E/Environmental/Construction Design Support										-
Project Management Oversight										31,433
Financial Advisor/Sales Tax Audit Services										19,419
Measure A/AA Sales Tax Compliance Audit										19,194
N/S Greenway - Construction Design Support										-
Public Outreach Service Support										-
Consultant Pool										6,758
MEASURE AA SALES TAX PROGRAMS/PROJECTS										-
Major Road Set-Aside										5,367,398
Category 1 - Reduce Congestion										1,634,331
Category 2 - Local Transportation Infrastructure										374,560
Category 3 - Safer Access to Schools	748,888	1,215,425	1,755							1,966,068
Category 4 - Transit				1,370,394	726,516	481,579	227,970			2,806,459
INTERAGENCY AGREEMENTS										-
Various Agencies - Bike/Ped Path Maintenance										-
Marin Transit - Bus Facility Lease or Purchase Contribution										-
Marin County - Drake/Cole Improvement Project										-
Caltrans - 580/101 Direct Connector PID										40,519
Caltrans & Other - MSN B7 PS&E/ROW Support & Capital										-
Caltrans - MSN B7 Construction Capital & Support										187,117
Total Expenses	748,888	1,215,744	1,755	1,370,394	726,516	481,579	227,970	-	-	13,988,888
BALANCE	1,505,565	1,848,406	418,735	14,702,027	77,360	2,641,546	1,749,288	1,192,000	325,347	36,542,632

Attachment 5.1: FY2022 and FY2023 Monthly Measure A/AA Sales Tax Disbursement Comparison

(Cash Disbursement from July to June)

		FY2022	FY2023	\$ Difference	% Difference
Actuals	July	3,060,294	3,064,770	4,475	0.15%
	August	3,136,938	3,115,515	(21,422)	-0.68%
	September	2,593,609	2,789,732	196,123	7.56%
	October	3,003,354	2,787,367	(215,988)	-7.19%
	November	2,885,919	3,433,472	547,554	18.97%
	December	2,580,827	2,775,146	194,319	7.53%
	January	2,601,176	2,693,039	91,863	3.53%
	February	4,068,704	3,748,167	(320,537)	-7.88%
	March	2,331,782	2,541,895	210,113	9.01%
Actual / Budget	April	2,291,983		(2,291,983)	-100.00%
	May	3,606,477		(3,606,477)	-100.00%
	June	2,610,277		(2,610,277)	-100.00%
	July - March	<u>26,262,603</u>	<u>26,949,104</u>	<u>686,501</u>	<u>2.61%</u>
	Annual Disbursement	<u>34,771,340</u>			
	FY2023 Annual Budget		<u>34,850,000</u>		

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



Attachment 6: FY2022 and FY2023 Monthly Measure B VRF Disbursement Comparison

(Cash Disbursement from July to June)

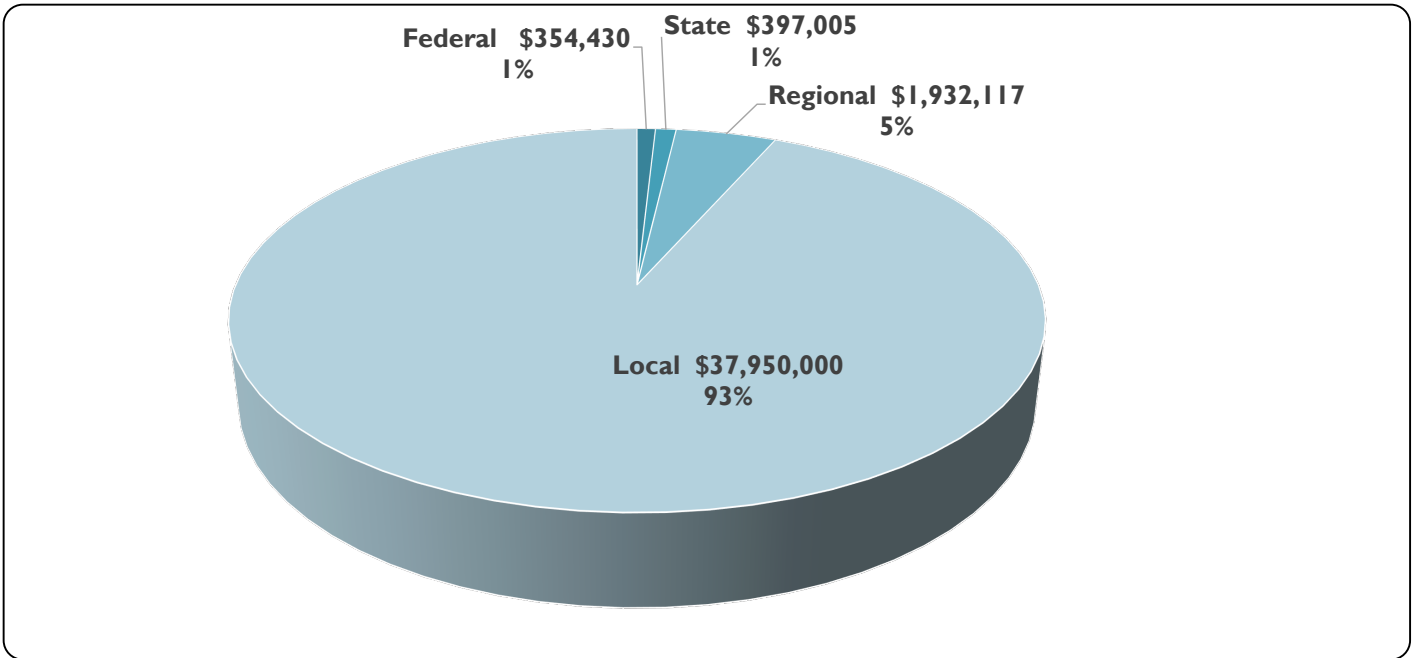
		FY2022	FY2023	\$ Difference	% Difference
Actual	July	191,151	196,187	5,036	2.63%
	August	209,086	199,555	(9,532)	-4.56%
	September	189,937	196,934	6,997	3.68%
	October	202,293	212,908	10,615	5.25%
	November	197,478	186,032	(11,445)	-5.80%
	December	174,814	199,452	24,638	14.09%
	January	183,190	179,771	(3,419)	-1.87%
	February	206,589	175,490	(31,099)	-15.05%
	March	194,601	197,018	2,417	1.24%
Actual / Budget	April	183,146		(183,146)	-100.00%
	May	203,565		(203,565)	-100.00%
	June	179,738		(179,738)	-100.00%
	July - March	<u>1,749,138</u>	<u>1,743,346</u>	<u>(5,792)</u>	<u>-0.33%</u>
	Annual Disbursement	<u>2,315,587</u>			
	FY2023 Annual Budget		<u>2,300,000</u>		

Attachment 7: CalTRUST Investment Monthly Interest Income by Fund
(July - March 2023)

	Short Term	Medium Term	Liquidity*	Total
Initial Principal Investment	\$ 1,808,530	\$ 44,297,339	\$ -	\$ 46,105,869
Prior Reinvested Interest Revenue	\$ 123,009	\$ 3,714,131	\$ 659,369	\$ 4,496,509
Prior Reinvestment of Interest to Liquidity Fund	\$ (47,707)	\$ (1,490,021)	\$ 1,537,728	\$ -
Prior Realized Gain/(Loss)	\$ 5,599	\$ 77,449	\$ -	\$ 83,048
Prior Redemption	\$ (938,351)	\$ (4,000,000)	\$ (2,001,728)	\$ (6,940,079)
Realized Gain/(Loss) - 3/31/23 YTD	\$ -	\$ -	\$ -	\$ -
FY2022-23 Monthly Interest Income				
<i>July-22</i>	\$ 1,103	\$ 43,576	\$ 234	\$ 44,913
<i>August-22</i>	\$ 1,597	\$ 56,920	\$ 490	\$ 59,007
<i>September-22</i>	\$ 1,753	\$ 62,020	\$ 603	\$ 64,377
<i>October-22</i>	\$ 2,072	\$ 69,675	\$ 904	\$ 72,651
<i>November-22</i>	\$ 2,174	\$ 77,297	\$ 1,318	\$ 80,789
<i>December-22</i>	\$ 2,358	\$ 82,319	\$ 16,400	\$ 101,076
<i>January-23</i>	\$ 2,933	\$ 91,719	\$ 43,027	\$ 137,680
<i>February-23</i>	\$ 2,651	\$ 97,743	\$ 47,628	\$ 148,023
<i>March-23</i>	\$ 3,157	\$ 117,595	\$ 63,458	\$ 184,209
Total Thru 3rd Quarter	\$ 19,799	\$ 698,864	\$ 174,060	\$ 892,724
Reinvestment of Interest to Liquidity Fund	\$ (19,799)	\$ (698,864)	\$ 718,663	
Net Investment Purchase/Redemption - 3/31/23 YTD	\$ -	\$ -	\$ 10,600,000	\$ 10,600,000
Unrealized Gain/(Loss) - 3/31/23 Cumulative	\$ (1,885)	\$ (1,191,181)	\$ -	\$ (1,193,065)
				\$ -
Market Value - 3/31/23	\$ 949,195	\$ 41,407,718	\$ 11,688,094	\$ 54,045,006

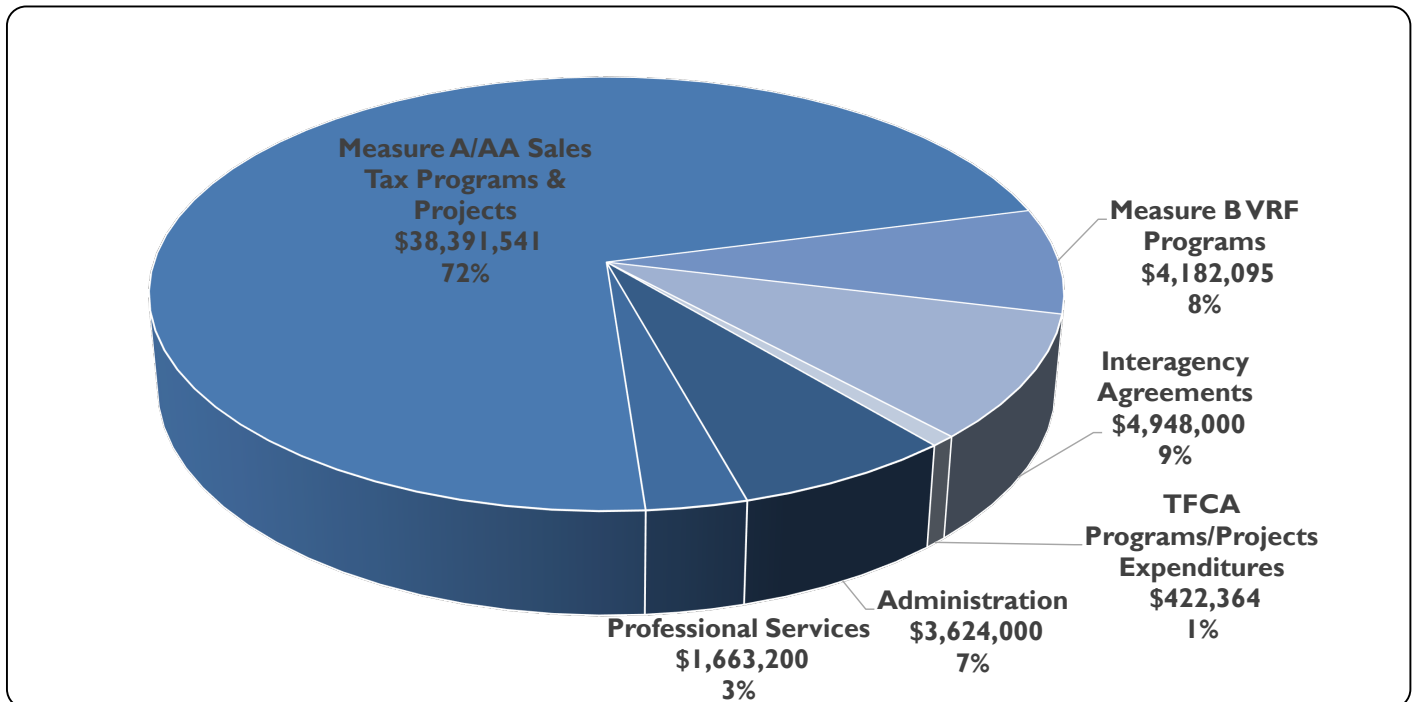
Note: Starting December 1, 2018, interests earned in the short-term and medium-term funds are reinvested in the liquidity fund for potential immediate agency cash needs with no principal risk.

Attachment 8.1: FY2022-23 Budget Revenue Overview by Funding Source



Attachment 8.2: FY2022-23 Budget Expenditure Overview by Category

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Attachment 9: Transportation Acronyms

Acronym	Full Term
ABAG	Association of Bay Area Governments
ADA	Americans with Disabilities Act
BAAQMD	Bay Area Air Quality Management District
BATA	Bay Area Toll Authority
BART	Bay Area Rapid Transit
BCDC	Bay Conservation and Development Commission
BPAC	Bicycle / Pedestrian Advisory Committee
BRT	Bus Rapid Transit
BTA	Bicycle Transportation Account
Caltrans	California Department of Transportation
CEQA	California Environmental Quality Act
CIP	Capital Investment Program
CMA	Congestion Management Agency
CMAQ	Congestion Mitigation and Air Quality
CMFC	Central Marin Ferry Connection
CMP	Congestion Management Program
CO-OP	Cooperative Agreement
CTC	California Transportation Commission
DPW	Department of Public Works
EIR	Environmental Impact Report
EV	Electric Vehicle
FASTER	Freedom, Affordability, Speed, Transparency, Equity, Reliability
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
GGT	Golden Gate Transit
GGBHTD	Golden Gate Bridge Highway and Transportation District
HOT Lane	High Occupancy Toll Lane
HOV Lane	High Occupancy Vehicle Lane
ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
JARC	Job Access and Reverse Commute
LATIP	Local Area Transportation Improvement Program
LOS	Level of Service
MCBC	Marin County Bicycle Coalition
MPO	Metropolitan Planning Organization
MPWA	Marin Public Works Association
MT	Marin Transit
MTC	Metropolitan Transportation Commission

Attachment 9: Transportation Acronyms

Acronym	Full Term
MTS	Metropolitan Transportation System
Neg Dec	Negative Declaration
NEPA	National Environmental Policy Act
NOP	Notice of Preparation
NTPP	Non-motorized Transportation Pilot Program
OBAG	One Bay Area Grant
PAED	Project Approval and Environmental Document
PCA	Priority Conservation Area
PCI	Pavement Condition Index
PDA	Priority Development Area
PS&E	Plans, Specifications and Engineers Estimate
PSR	Project Study Report
RHNA	Regional Housing Needs Allocation
RM2	Regional Measure 2 (Bridge Toll)
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
SCS	Sustainable Communities Strategy
SLPP	State-Local Partnership Program
SMART	Sonoma Marin Area Rail Transit
SR	State Route
SR2S/SRTS	Safe Routes to Schools
STA	State Transit Assistance
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TCM	Transportation Control Measures
TCRP	Transportation Congestion Relief Program
TDA	Transportation Development Act
TDM	Transportation Demand Management
TFCA	Transportation Fund for Clean Air
TIP	Federal Transportation Improvement Program
TLC	Transportation for Livable Communities
TMP	Traffic Management Plan
TMS	Transportation Management System
TNC	Transportation Network Company
TOD	Transit-Oriented Development
TOS	Transportation Operations Systems
VMT	Vehicle Miles Traveled
VRF	Vehicle Registration Fee



DATE: April 27, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Bill Whitney, Principal Project Delivery Manager
Derek McGill, Planning Director

SUBJECT: Part Time Transit Lane Project Resolution of Local Support (Action), Agenda Item No. 5c

RECOMMENDATION

Staff recommends that the Board approves the Resolution of Local Support committing \$143,375 as matching funds to the Transit Performance Initiative Investment Program federal grant in the amount of \$1,106,625 and authorizes the Executive Director to enter into a funding agreement with Marin Transit and a Cooperative Agreement with the California Department of Transportation (Caltrans) to provide oversight in accordance with state procedures.

BACKGROUND

In June 2019, TAM initiated a Feasibility Study to determine the benefits and costs of implementing a Bus on Shoulder project along US 101, also referred to as a Part Time Transit Lane (PTTL). PTTL is a concept that has been successfully implemented in various parts of the United States, as well as piloted in California. During peak hours, public transit buses are allowed to operate on the shoulder of the highways to bypass areas of traffic congestion. This operational exception can significantly improve travel times for transit, improve transit reliability and make transit a more attractive travel option.

The Marin PTTL Feasibility Study area limits were on US 101 between Mission Avenue in San Rafael and San Marin Drive in Novato. The Feasibility Study assessed the existing conditions in the corridor, the development of a concept design and an operational plan, and the capital costs associated with the concept. The Feasibility Study also assessed how PTTL would interact and relate to other capital investments underway and planned for the corridor.

TAM staff formed a technical advisory committee (TAC) comprised of staff from local transit operators, local jurisdictions, Caltrans District 4 and Headquarter, Metropolitan Transportation Commission (MTC), and the California Highway Patrol (CHP), to help guide the development of the Feasibility Study. The TAC supported the development and review of the Feasibility Study.

On October 28, 2021 the Study findings were presented and approved by the TAM Board. The Study recommended further developing a PPTL in the southbound direction of US 101 from De Long Avenue in Novato to Lincoln Avenue in San Rafael.

Staff has been seeking grants to advance project development since the completion of the Feasibility Study. In addition to the MTC grant award, staff re-applied for state Transit and Intercity Rail Capital Program (TIRCP) funding to provide funding for remaining design and construction phases of the project in February. TIRCP award announcements are expected as soon as the last week of April 2023.

DISCUSSION/ANALYSIS

In the Fall of 2022, MTC issued a call for projects for the Transit Performance Initiative (TPI) Investment Program. The TPI program funds low-cost capital investments that can be implemented rapidly to improve operations and customer experience on transit corridors and systems. In addition to the traditional capital grants that have been awarded through every round of the TPI Investment Program, the latest round accepted proposals for early phase planning and project development to support advancement of projects that could be eligible for a TPI capital grant in future years. Only Transit agencies are eligible for TPI funds.

Marin Transit, in partnership with TAM, prepared and submitted an application for the TPI Investment Program to advance the PTTL into the next phase of project development, which includes preparation of a Project Initiation Document (PID) and the subsequent phase consisting of Project Approval and Environmental Document (PA/ED). Staff evaluated the scope of work and estimated it to cost \$1.25 million for both phases.

MTC staff evaluated the application and in February, the MTC Commission approved a grant award to Marin Transit as the sponsor in the amount of \$1,106,625 from the TPI Investment Program. The TPI fund source is federal funding from the One Bay Area Grant (OBAG) Program. This funding source provides 88.53% of the total project cost with a 11.47% local match requirement. Staff recommends that TAM provide \$143,375 as the matching funds for this grant. The attached Resolution of Local Support is required by MTC to confirm TAM's participation in the grant and compliance with grant requirements.

TAM and Marin Transit are proposing to share the administration and implementation effort to advance the PTTL project. Marin Transit will secure the funds that are administered by the Federal Transit Administration (FTA) and TAM will serve as the project manager during the implementation phase.

FISCAL IMPACTS

It is recommended TAM provide the matching funds in the amount of \$143,375 for the \$1,106,625 TPI grant. Funds have been identified from the City/County funding source and will be included in the proposed FY2023-24 Annual Budget.

NEXT STEPS

Marin Transit will secure the FTA funds and enter into a funding agreement with TAM to implement the scope of work. The Marin Transit Board will be asked to consider and approve the Resolution of Local Support concurrently with the TAM Board's action.

Pending Board approval of this item and once the grant funds are available, TAM will also enter into a cooperative agreement with Caltrans for oversight services estimated to be \$100,000. Grant funds will be used to reimburse Caltrans for its services. TAM will also recruit and retain a consulting firm to prepare the PID and PA/ED documents. A professional services contract will be brought back to the Board for a recommendation at a future meeting.

ATTACHMENTS

Attachment A – Resolution of Local Support No. 2023-05 (in partnership with Marin Transit)

RESOLUTION OF LOCAL SUPPORT
Resolution No. 2023-05

Authorizing the filing of an application for funding assigned to MTC and committing any necessary matching funds and stating assurance to complete the project

WHEREAS, Marin Transit (sponsor) in partnership with the Transportation Authority of Marin (Implementation Agency) (herein referred to as APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$1,250,000 in funding assigned to MTC for programming discretion, which includes federal funding administered by the Federal Highway Administration (FHWA) and federal or state funding administered by the California Transportation Commission (CTC) such as Surface Transportation Block Grant Program (STP) funding, Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding, Transportation Alternatives (TA) set-aside/Active Transportation Program (ATP) funding, and Regional Transportation Improvement Program (RTIP) funding (herein collectively referred to as REGIONAL DISCRETIONARY FUNDING) for the Part Time Transit Lane Project on Southbound US 101 from De Long Avenue to Lincoln Avenue (herein referred to as PROJECT) for the Transit Performance Initiative (TPI) Investment Program (herein referred to as PROGRAM); and

WHEREAS, the United States Congress from time to time enacts and amends legislation to provide funding for various transportation needs and programs, (collectively, the FEDERAL TRANSPORTATION ACT) including, but not limited to the Surface Transportation Block Grant Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149) and the Transportation Alternatives (TA) set-aside (23 U.S.C. § 133); and

WHEREAS, state statutes, including California Streets and Highways Code §182.6, §182.7, and §2381(a)(1), and California Government Code §14527, provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

WHEREAS, pursuant to the FEDERAL TRANSPORTATION ACT, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal or state funds for a regionally-significant project shall submit an application first with the appropriate MPO, or RTPA, as applicable, for review and inclusion in the federal Transportation Improvement Program (TIP); and

WHEREAS, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

WHEREAS, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC requires a resolution adopted by the responsible implementing agency stating the following:

- the commitment of any required matching funds; and
- that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and

- that the PROJECT will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
- the assurance of the sponsor to complete the PROJECT as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
- that the PROJECT will have adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and
- that the PROJECT will comply with all project-specific requirements as set forth in the PROGRAM; and
- that APPLICANT has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and
- in the case of a transit project, the PROJECT will comply with MTC Resolution No. 3866, revised, which sets forth the requirements of MTC's Transit Coordination Implementation Plan to more efficiently deliver transit projects in the region; and
- in the case of a highway project, the PROJECT will comply with MTC Resolution No. 4104, which sets forth MTC's Traffic Operations System (TOS) Policy to install and activate TOS elements on new major freeway projects; and
- in the case of an RTIP project, state law requires PROJECT be included in a local congestion management plan, or be consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency; and

WHEREAS, that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and

WHEREAS, there is no legal impediment to APPLICANT making applications for the funds; and

WHEREAS, there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and

WHEREAS, APPLICANT authorizes its Executive Director, General Manager, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and

WHEREAS, MTC requires that a copy of this resolution be transmitted to the MTC in conjunction with the filing of the application.

NOW, THEREFORE, BE IT RESOLVED that the APPLICANT is authorized to execute and file an application for funding for the PROJECT for REGIONAL DISCRETIONARY FUNDING under the FEDERAL TRANSPORTATION ACT or continued funding; and be it further

RESOLVED that APPLICANT will provide any required matching funds; and be it further

RESOLVED that APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING; and be it further

RESOLVED that APPLICANT understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation and transit projects, and has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and be it further

RESOLVED that PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and be it further

RESOLVED that APPLICANT has reviewed the PROJECT and has adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and be it further

RESOLVED that PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM; and be it further

RESOLVED that, in the case of a transit project, APPLICANT agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution No. 3866, revised; and be it further

RESOLVED that, in the case of a highway project, APPLICANT agrees to comply with the requirements of MTC's Traffic Operations System (TOS) Policy as set forth in MTC Resolution No. 4104; and be it further

RESOLVED that, in the case of an RTIP project, PROJECT is included in a local congestion management plan, or is consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency; and be it further

RESOLVED that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects; and be it further

RESOLVED that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and be it further

RESOLVED that there is no legal impediment to APPLICANT making applications for the funds; and be it further

RESOLVED that there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and be it further

RESOLVED that APPLICANT authorizes its Executive Director, General Manager, City Manager, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and be it further

RESOLVED that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application; and be it further

RESOLVED that the MTC is requested to support the application for the PROJECT described in the resolution, and if approved, to include the PROJECT in MTC's federal TIP upon submittal by the project sponsor for TIP programming.

REGULARLY PASSED AND ADOPTED this 27th day of April 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Brian Colbert, Chair
Transportation Authority of Marin

ATTEST:

Jennifer Doucette
Clerk of the Board



DATE: April 27, 2023

TO: Transportation Authority of Marin Board of Commissioners

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

SUBJECT: Approval of Human Resources Consultant Services Team Selections (Action),
Agenda Item No. 5d

RECOMMENDATION

Staff recommends that the TAM Board approves the selection of Koff and Associates for a one-time agency compensation study and the selection of CPS HR Consulting for the agency's ongoing Human Resources (HR) support on an as-needed basis. Staff also recommends that the Board authorizes the Executive Director (ED) to negotiate and execute the professional contracts with the two recommended teams separately for the specific work scopes identified.

BACKGROUND

Staff issued a Request for Proposals for HR Consultant Services on February 28, 2023. TAM is seeking to update our compensation and benefits package plan to be aligned with current economic and market conditions and comparable agencies of similar size. TAM has not engaged in an overall compensation review in over 10 years. The study will review the agency's compensation structure for studied classifications, including conducting a market survey analysis and providing recommendations. As part of the RFP, TAM also asked the firms to provide quotes for ongoing HR support.

DISCUSSION/ANALYSIS

TAM received two proposals as of the March 27, 2023 deadline, one from Koff & Associates and one from CPS HR Consulting. While the CPS Consulting proposal covers both the compensation study and ongoing HR support, the proposal from Koff & Associates only covers the compensation study. The evaluation panel, which consisted of Angelica Khan, Human Resources Manager at the Alameda County Transportation Commission (ACTC); Emily Tong, TAM's Senior Accountant; and Li Zhang, TAM's Deputy Executive Director/Chief Financial Officer, reviewed both proposals. Both firms were invited for interviews on April 3, 2023. Based on the results of both the proposal review and the interviews, the panel recommended selecting Koff & Associates for the compensation study and CPS HR Consulting for the ongoing HR support services.

FISCAL CONSIDERATION

The estimated cost for the compensation study is approximately \$25,000 and is reflected in the TAM FY2022-23 Annual Budget under the *Agency-Wide Classification Study* budget line. Work will start during this fiscal year and unspent budget authority will be carried into the FY2023-24 Annual Budget for the completion of the study. Budget needs for the ongoing HR support services are included under the *Human Resources/Board Support* budget line, which is \$20,000 for FY2022-23. Staff expects that the existing budget level is sufficient to cover any potential HR services needs for the current fiscal year.

NEXT STEPS

Upon approval by the TAM Board, staff will start the negotiation process and enter into contracts with Koff and Associates and CPS HR Consulting for the respective services. The compensation study is expected to start in May and be completed within 4-5 months, with implementation of any changes approved by the Board being effective as of January 1, 2024.

ATTACHMENTS

None.



DATE: April 27, 2023

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 Approval of TAM's Financial Audit Team Selection (Action), Agenda Item No. 5e

RECOMMENDATION

Staff recommends that the TAM Board approves the selection of Maze and Associates as the financial audit team and authorizes the Executive Director to negotiate and enter into a contract with Maze and Associates for TAM's financial auditing service needs for FY2022-23, FY23-24, and FY24-25 with the option to extend the contract for two more audit cycles.

The Citizens' Oversight Committee (COC), as required by its bylaws, reviewed the staff recommendation and voted unanimously to refer the item to the TAM Board for approval at its April 17 meeting.

BACKGROUND

TAM is required by its Measure A/AA ½ Cent Transportation Sales Tax and Measure B \$10 Vehicle Registration Fee Expenditure Plans and the Public Utilities Code (PUC)180105(c) to conduct an annual financial audit. The COC is required to report the results of the TAM Annual Financial Audit, as well as the results of the compliance audits conducted for Measure A/AA, to the residents in Marin in its annual report.

DISCUSSION/ANALYSIS

TAM's financial audit services contract with Eide Bailly, LLP expired upon the completion of TAM's FY2021-22 Financial Audit. Staff issued a Request for Proposals for TAM's Financial Audit Services on March 1, 2023 to start the selection process for a new team.

Staff received four proposals as of the March 24, 2023 deadline, all of them qualified audit teams known in the governmental audit sector. The professional evaluation panel, consisting of three members: Daria Carrillo, Director of Finance with the Town of Corte Madera; Emily Tong, TAM's Senior Accountant, and Li Zhang, TAM's Deputy Executive Director/Chief Financial Officer, reviewed and ranked the proposals based on the evaluation criteria specified in the RFP. The top three firms were invited to participate in interviews with the professional panel on Tuesday, April 4, 2023.

Maze and Associates, the top ranked firm after the first round of interviews, was invited to participate in the second round interview with Peter Pelham, COC Chairperson, and Ms. Zhang on Friday, April 7, 2023. Chairperson Pelham and Ms. Zhang confirmed Maze and Associates' experience working with the citizens' oversight groups of other transportation authorities, and most recently, Alameda County Transportation Commission (ACTC), and feel very confident with the team's abilities to conduct TAM's financial audit as well as effectively communicate with the COC and address any questions or concerns from the committee when necessary.

FISCAL CONSIDERATION

The proposed cost is \$22-\$24K annually for the three-year contract, depending on the final audit work scope. The amount needed to start the FY2022-23 audit cycle is included in the current year's budget and the remaining needs will be included in the draft TAM FY2023-24 Annual Budget.

NEXT STEPS

Upon approval by the TAM Board, staff will start the negotiation process with Maze and Associates, finalize the contract, and begin coordinating plans for the field work related to the FY2022-23 financial audit.

ATTACHMENTS

None.



DATE: April 27, 2023

TO: TAM Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Dan Cherrier, Director of Project Delivery
Molly Graham, Public Outreach Coordinator

SUBJECT: Review of Recommended Crossing Guard Location Selection (Action), Agenda Item No. 6

RECOMMENDATION

The TAM Board approve the following:

1. The ranked list of crossing guard locations, which was reviewed and supported by the Marin Public Works Association (MPWA);
2. Staff recommendation to fund a total of 97 crossing guards, down to Rank 97 of the list;
3. The next recertification list be developed in three years (for the 2026/2027 school year) to allow for more time for post-Covid travel patterns to stabilize and to get the evaluation cycle back on track in terms of regular timing.

At its April 10 meeting, the Funding, Programs & Legislation (FP&L) Executive Committee reviewed the item and provided comments regarding the list development and outreach, and voted unanimously to refer the staff recommendations to the TAM Board for approval.

The TAM Citizens' Oversight Committee also reviewed and discussed the item at its April 17 meeting and was fully supportive of staff's recommendations.

BACKGROUND

TAM has been funding the Marin County Crossing Guard Program since 2006. Funding for the program comes from the transportation sales tax, Measure AA, and from the vehicle registration fee, Measure B. In the current fiscal year, the program is expected to cost approximately \$2.19 million.

A key decision in managing the program is to determine the locations for guards. In summary, the decision process involves assessing locations near schools throughout the County, developing a ranked list based on certain criteria, and assigning guards to the top locations, with the number of guards provided based on fiscal concerns. The Measure AA Expenditure Plan specifies a base level of 96 guards. Typically, this evaluation process can take a year, due to the intensive data collection and analysis. Ranked lists were developed in 2010, 2014, and 2018, with one expected in 2022. However, because of school operation disruptions early in the pandemic, staff felt it was prudent to delay the development of the 2022 ranked list to 2023 in order to obtain more consistent data.

Early in the program's history, locations were based on recommendations from local public works officials and on criteria from the California Manual of Uniform Traffic Control Devices (CMUTCD). MPWA and the former TAM Technical Advisory Committee developed a scoring system in 2009 that was based in part on the CMUTCD criteria and other factors. The TAM Board-approved scoring system utilizes vehicle volumes, pedestrian volumes, skew angle of the intersecting streets, stopping sight distance if impaired, designation if on the crest of a vertical curve, speed limit of any approaching roadway, accident history, and other relevant factors. Committees were formed in 2017 and 2021 to see if any changes should be made to the scoring system.

MPWA and the TAM Board approved the latest changes to the scoring methodology in April 2022. Those changes include using posted speed limits rather than school speed limit zones when determining the crosswalk speed limit; dropping the lower age of school age pedestrian to four years old to account for new transitional kindergarten (T-K) programs; and increasing the scoring weight of recent accidents at or near the crosswalk involving bicycles or pedestrians. The new scoring criteria is shown in Attachment B. It is important to have a standard process for evaluating the sites to reduce potential liability associated with location selection.

DISCUSSION/ANALYSIS

In order to obtain some of the needed data for this cycle, a contract was signed with a video counting firm this past summer. The video firm supplied the vehicle counts for most of the 161 intersections evaluated. The work was supplemented by the TAM on-call contractor TYLin, which supplied the pedestrian counts from the video. TYLin also gathered the accident and speed limit data. TAM staff performed quality control on the vehicle and pedestrian counts and performed all the site scoring.

The scores for the sites were then placed in a ranked list. Scores ranged from 2 to 154, out of a possible 210 points. Several sites had the same score and when necessary, an additional sorting was performed using Peak Hour pedestrian values. The Ranked List is shown in Attachment A.

Based on the Measure AA Expenditure Plan base level of 96 guard locations, (plus one additional site explained in the next section) there are some changes in the new list compared to the current guard locations:

- Some current locations have fallen below the funding cutoff. These locations are shown in red on Attachment A.
- Some locations (previously below the cutoff line), shown in green, are now above the cutoff line and are being proposed for crossing guard services.
- In one instance, a local jurisdiction is proposing to exchange locations, shown in gold. Crossing guards are defined as a traffic control device and the Public Works Director for each jurisdiction has final approval for guard placement. The Public Works Director for Corte Madera opted to move a guard location that scored above the funding cutoff at Pixley/Redwood to Tamalpais/Eastman, which was scored under the funding cutoff.

Status of sites that have no coloring remain the same as now, either guarded or unguarded, depending on if they are above or below the funding cutoff.

There are numerous reasons for the changes, including: capital projects that have been completed in the last several years that are designed to improve safety conditions (some projects were funded by TAM), such as reconfigured intersections and crosswalks, removal of uncontrolled crosswalks (several along Sir Francis Drake Blvd.), and realigned bicycle lanes; changes to signal timing; significant and in most cases declining school enrollment (see Attachment C) that likely affected some of the factors used in the analysis such as pedestrian counts; better video quality for this cycle to discriminate right turns on red versus right turns on green; grade level reconfiguration; and school closing or combining (Greenwood School closed, and Willow Creek/MLK Academy combined).

The Ranked List was reviewed and approved by MPWA at its March meeting. The Measure AA Expenditure Plan states that “The intersections will be prioritized by Marin Public Works Directors and approved by TAM”.

FISCAL CONSIDERATION

During the preparation of the Measure AA Expenditure Plan, staff determined that a base level of 96 guards was sustainable until the end of the Sales Tax Measure in 2048 based on revenue estimates at the time. This calculation utilized expected revenues from multiple sources as well as all known costs associated with the Program operation and evaluation.

The number of crossing guard locations traditionally has grown by two each year due to the “New and Changed Condition Policy”. Since the current base crossing guard list was approved in 2018, the number of locations paid for by the Program has grown from 96 to 103 (the change included one location that was discontinued due to a school closure). This growth was expected in the cash flow analysis and is acceptable as long as the Program resets to 96 guards upon the introduction of each new evaluation and list. Staff has updated the funding plan to incorporate the five years of actual revenues and expenditures and new revenue and program cost projection assumptions, and determined that a base of 96 guards is still sustainable going forward. With the upcoming end and re-bidding of the current guard contract, it remains to be seen whether cost/wage pressures will be in line with the projections. More information about the next contract is expected to be available later this summer.

There is a tie-breaking system in place when creating the list. Since there is a tie (even with the tie-breaking process) between Rank 96 and 97 during this evaluation, staff is recommending that TAM fund a total of 97 locations during this round. This level is sustainable based on current revenue projection and cash flow analysis.

NEXT STEPS

TAM staff has reached out to superintendents at affected school districts about the changes and is in the process of meeting with the districts. Staff will also be attending Safe Routes to Schools (SR2S) Task Forces and working with the principal’s office at affected schools to notify students/parents of the proposed changes. Leaflets will be distributed before the end of school at crosswalks where crossing guard service will be discontinued. The new list would go into effect at the start of the 2023-24 school year, which is in August in most locations.

For more information or comments regarding guard placement, please email CrossingGuards@tam.ca.gov.

ATTACHMENTS

- Attachment A – Proposed 2023 Crossing Guard List
- Attachment B – Current Crossing Guard Scoring Criteria
- Attachment C – School Enrollment Changes 2017 to 2022
- Attachment D – Crossing Guard Presentation

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List of Proposed TAM Crossing Guard Program Locations

Location	City/Community	Type of Control Primary Crossing	Crit. No. 1	Crit. No. 2	Crit. No. 3	Crit. No. 4	Crit. No. 5	Crit. No. 6	Crit. No. 7	Crit. No. 8	Weighted Score	Rank
			Veh. Volume	Ped. Volume	Skew Angle	Stopping Sight	Horiz. Curve	Speed Limit	Accidents	Other Factors		
			2	5	1	Scoring Weight 10	5	2	10	5		
Sir Francis Drake & Glen Drive	Fairfax	Uncontrolled	20	20	0	0	0	2	1	0	154	1
Doherty Drive & Rose Lane (East) (at Piper Park)	Larkspur	Uncontrolled	20	20	0	0	0	0	1	0	150	2
Nova Albion Way at Vallecito School	San Rafael	Uncontrolled	20	19	0	0	0	0	1	0	145	3
Miller Avenue & Almonte Boulevard	Mill Valley	Uncontrolled	20	20	0	0	0	2	0	0	144	4
Center Road & Wilson Avenue	Novato	Stop Sign	11	20	1	0	0	2	1	1	142	5
East Strawberry Drive at Strawberry School	Marin County	Uncontrolled	12	20	0	0	0	0	1	1	139	6
Center Road & Leland Drive	Novato	Uncontrolled	17	20	0	0	0	1	0	0	136	7
Sunset Parkway & Merritt Drive	Novato	Uncontrolled	20	18	1	0	0	0	0	0	131	8
Olive Avenue (in back of school)	Novato	Uncontrolled	15	20	0	0	0	0	0	0	130	9
Sir Francis Drake Boulevard & Oak Tree Lane	Fairfax	Uncontrolled	20	17	0	0	0	0	0	1	130	10
Lagunitas Road & Ross Common	Ross	Uncontrolled	13	20	1	0	0	0	0	0	127	11
Ross Common (at Post Office)	Ross	Uncontrolled	13	20	0	0	0	0	0	0	126	12
Sir Francis Drake Boulevard & Marinda Dr	Fairfax	Uncontrolled	20	17	0	0	0	0	0	0	125	13
East Blithedale Avenue & Lomita Avenue	Mill Valley	Signal	2	20	2	0	0	2	1	1	125	14
Sir Francis Drake Boulevard & Manor Road	Kentfield	Uncontrolled	4	20	0	0	0	3	1	0	124	15
Sir Francis Drake Boulevard & Wolfe Grade	Kentfield	Signal	5	20	1	0	0	3	0	1	122	16
Larkspur Plaza Drive (Tam Racket Club) & Doherty Drive	Larkspur	Signal	2	20	0	0	0	0	1	1	119	17
Sutro Avenue (in front of Pleasant Vly Elementary)	Novato	Uncontrolled	9	20	0	0	0	0	0	0	118	18
College Avenue & Stadium Way	Kentfield	Signal	0	20	2	0	0	0	1	1	117	19
Camino Alto & Sycamore Avenue	Mill Valley	Signal	2	20	1	0	0	1	1	0	117	20
Happy Lane & 5th Avenue	San Rafael	Uncontrolled	8	20	1	0	0	0	0	0	117	21
Paladini Road & Vineyard Road	Novato	Stop Sign	8	20	0	0	0	0	0	0	116	22
Las Gallinas Avenue & Elvia Court	San Rafael	Stop Sign	20	15	1	0	0	0	0	0	116	23
Mohawk Avenue (in front of Neil Cummins School)	Corte Madera	Uncontrolled	5	20	0	0	0	0	0	1	115	24
Woodland Avenue & Lindaro Street	San Rafael	Stop Sign	7	20	0	0	0	0	0	0	114	25
San Ramon Way & San Juan Court	Novato	Uncontrolled	7	20	0	0	0	0	0	0	114	26
Woodland Avenue & Eva Street	San Rafael	Stop Sign	9	18	0	0	0	0	0	1	113	27
Magnolia Avenue & Wiltshire Avenue	Larkspur	Uncontrolled	20	11	1	0	0	0	1	1	111	28
Bahia Way at School Entrance	San Rafael	Uncontrolled	5	20	0	0	0	0	0	0	110	29
Wilson Avenue & Vineyard Road	Novato	Stop Sign	11	17	3	0	0	0	0	0	110	30
Sutro Avenue & Dominic Drive	Novato	Uncontrolled	16	15	1	0	0	1	0	0	110	31
Bell Lane & Enterprise Concourse	Mill Valley	Stop Sign	4	20	0	0	0	0	0	0	108	32
Belle Avenue (in front of school)	San Rafael	Uncontrolled	4	20	0	0	0	0	0	0	108	33
Donahue Street & Drake Avenue (NW)	Marin County	Uncontrolled	6	19	0	0	0	0	0	0	107	34
Karen Way (in front of school)	Tiburon	Uncontrolled	3	20	0	0	0	0	0	0	106	35
Hickory Avenue (near Mohawk Avenue)	Corte Madera	Uncontrolled	3	20	0	0	0	0	0	0	106	36
Miller Avenue & Evergreen Avenue	Mill Valley	Uncontrolled	20	13	0	0	0	0	0	0	105	37
Redwood Avenue & Pixley Avenue	Corte Madera	Uncontrolled	1	20	2	0	0	0	0	0	104	38
Calle Empinada & Calle Paseo	Novato	Uncontrolled	2	19	1	0	0	0	0	0	100	39
Shoreline Highway & Pine Hill Road	Mill Valley	Uncontrolled	20	7	0	1	0	0	0	3	100	40
Kerner Boulevard & Canal Street	San Rafael	Stop Sign	3	14	4	0	0	0	1	1	95	41
McAllister Avenue & Stadium Way	Kentfield	Uncontrolled	4	16	0	0	0	0	0	1	93	42
Butterfield Road & Green Valley Court	San Anselmo	Uncontrolled	18	11	0	0	0	1	0	0	93	43
Alameda De La Loma & Calle De La Mesa (East)	Novato	Stop Sign	3	17	1	0	0	0	0	0	92	44
Oak Manor Drive (mid-block at school)	Fairfax	Uncontrolled	11	14	0	0	0	0	0	0	92	45
Bahia Way & Kerner Boulevard	San Rafael	Stop Sign	9	12	1	0	0	0	1	0	89	46
Almonte Boulevard & Rosemont Avenue	Mill Valley	Uncontrolled	20	9	0	0	0	2	0	0	89	47
Lagunitas Road & Allen Avenue	Ross	Stop Sign	13	12	2	0	0	0	0	0	88	48
Tiburon Boulevard & Avenida Miraflores	Tiburon	Signal	3	15	1	0	0	3	0	0	88	49
San Ramon Way & San Benito Way (North)	Novato	Stop Sign	6	15	0	0	0	0	0	0	87	50
Lovell Avenue & Old Mill Street	Mill Valley	Uncontrolled	6	15	0	0	0	0	0	0	87	51
South Novato Boulevard & Yukon Way	Novato	Uncontrolled	20	7	0	0	0	3	0	1	86	52

List of Proposed TAM Crossing Guard Program Locations

Location	City/Community	Type of Control Primary Crossing	Crit. No. 1	Crit. No. 2	Crit. No. 3	Crit. No. 4	Crit. No. 5	Crit. No. 6	Crit. No. 7	Crit. No. 8	Weighted Score	Rank
			Veh. Volume	Ped. Volume	Skew Angle	Stopping Sight	Horiz. Curve	Speed Limit	Accidents	Other Factors		
			2	5	1	10	5	2	10	5		
North San Pedro Road & Roosevelt Avenue	San Rafael	Uncontrolled	20	7	0	0	0	0	1	0	85	53
177 North San Pedro Road	San Rafael	Uncontrolled	20	7	0	0	0	0	1	0	85	54
Sir Francis Drake Boulevard & Tamal Avenue	San Anselmo	Signal	1	13	0	0	0	1	1	1	84	55
Tiburon Boulevard & Lyford Drive	Tiburon	Signal	2	14	2	0	0	2	0	0	80	56
5th Avenue & River Oaks Drive	San Rafael	Uncontrolled	4	14	2	0	0	0	0	0	80	57
Tiburon Boulevard & Mar West Street	Tiburon	Uncontrolled	20	6	1	0	0	2	0	1	80	58
Shoreline Highway & Almonte Boulevard	Mill Valley	Signal	8	10	0	0	0	2	0	2	80	59
Throckmorton Ave & Old Mill Street	Mill Valley	Stop Sign	6	13	0	0	0	0	0	0	77	60
Blackstone Drive & Las Gallinas Avenue	San Rafael	Stop Sign	3	14	0	0	0	0	0	0	76	61
Magnolia Avenue & King Street	Larkspur	Stop Sign	13	8	0	0	0	0	1	0	76	62
South Novato Boulevard & Lark Court	Novato	Uncontrolled	20	5	0	0	0	3	0	1	76	63
Tiburon Boulevard & Stewart Drive	Tiburon	Uncontrolled	20	4	0	0	0	3	1	0	76	64
Sunset Parkway & Ignacio Boulevard	Novato	Stop Sign	8	10	0	0	0	2	0	1	75	65
College Avenue & Woodland Avenue/Kent Avenue	Kentfield	Stop Sign	20	4	0	0	0	0	1	1	75	66
Lomita Drive (in front of Edna Maguire School)	Mill Valley	Stop Sign	9	11	0	0	0	0	0	0	73	67
Gibson Avenue & Shoreline Highway	Tamalpais Valley	Signal	1	11	1	0	0	2	1	0	72	68
Trumbull Avenue & Vineyard Road	Novato	Stop Sign	2	13	2	0	0	0	0	0	71	69
Woodland Avenue & Siebel Street	San Rafael	Uncontrolled	2	13	1	0	0	0	0	0	70	70
Butterfield Road & Rosemont Avenue (in front of School)	San Anselmo	Stop Sign	20	6	0	0	0	0	0	0	70	71
West Castlewood Drive & Knight Drive	San Rafael	Stop Sign	11	9	2	0	0	0	0	0	69	72
Tiburon Boulevard & Kleinfert Way/Ned's Way	Tiburon	Uncontrolled	20	5	0	0	0	2	0	0	69	73
Sir Francis Drake Boulevard & Meadow Way	San Geronimo	Uncontrolled	15	7	0	0	0	2	0	0	69	74
Sunset Parkway & Lynwood Drive	Novato	Uncontrolled	4	12	0	0	0	0	0	0	68	75
One Main Gate Road at School	Novato	Uncontrolled	20	5	0	0	0	1	0	0	67	76
Redwood Highway & NB Off-Ramp/DeSilva Drive (at POC)	Marin County	Signal	2	7	2	1	1	2	0	1	65	77
Tiburon Boulevard & East Strawberry Drive	Marin County	Uncontrolled	6	3	0	1	0	4	1	2	65	78
Redwood Highway & Southbound Seminary Drive On-Ramp	Mill Valley	Stop Sign	12	6	1	0	0	2	0	1	64	79
Tiburon Boulevard & San Rafael Avenue	Tiburon	Signal	1	10	1	0	0	3	0	1	64	80
San Benito Way & San Ramon Way (south)	Novato	Uncontrolled	6	10	0	0	0	0	0	0	62	81
Ross Avenue & Kensington Road	San Anselmo	Stop Sign	3	11	0	0	0	0	0	0	61	82
Sir Francis Drake Boulevard & College Avenue	Kentfield	Signal	4	7	2	0	0	2	1	0	59	83
Wilson Avenue at X-walk to field	Novato	Uncontrolled	10	6	0	0	0	2	0	1	59	84
San Marin Drive & San Ramon Way	Novato	Stop Sign	15	5	0	0	0	2	0	0	59	85
Tiburon Boulevard & Trestle Glen Boulevard	Tiburon	Signal	3	8	2	0	1	3	0	0	59	86
Adams Street & Johnson Street	Novato	Stop Sign	1	11	1	0	0	0	0	0	58	87
Sir Francis Drake Boulevard & Butterfield Road	San Anselmo	Signal	0	11	0	0	0	1	0	0	57	88
Avenida Miraflores & Hilary Drive	Tiburon	Uncontrolled	8	6	0	0	0	0	0	2	56	89
Las Gallinas Avenue & Miller Creek Road	San Rafael	Stop Sign	4	7	0	0	0	0	1	0	53	90
Avenida Miraflores at School	Tiburon	Uncontrolled	9	6	0	0	0	0	0	1	53	91
Nova Albion Way & Arias Street	San Rafael	Signal	1	10	0	0	0	0	0	0	52	92
Sutro Avenue & Center Road	Novato	Stop Sign	5	6	0	0	0	1	1	0	52	93
Mt Shasta Drive & Idylberry Road	Lucas Valley	Stop Sign	3	9	0	0	0	0	0	0	51	94
Knight Drive & Ashwood Court	San Rafael	Uncontrolled	13	5	0	0	0	0	0	0	51	95
Marinwood Avenue & Miller Creek Road	San Rafael	Stop Sign	13	2	0	0	0	0	1	1	51	96
Center Road & Diablo Avenue	Novato	Stop Sign	12	3	0	0	0	1	1	0	51	97
Sir Francis Drake Boulevard & Laqunitas Road	Ross	Signal	1	8	1	0	0	1	0	1	50	98
Nova Albion Way & Montecillo Road	San Rafael	Stop Sign	10	6	0	0	0	0	0	0	50	99
Sir Francis Drake Boulevard & Saunders Avenue	San Anselmo	Uncontrolled	20	0	0	0	0	0	1	0	50	100
Sir Francis Drake Boulevard & Laurel Grove Avenue (East)	Kentfield	Signal	0	8	0	0	0	2	0	1	49	101
Woodland Avenue & Lovell Avenue	San Rafael	Uncontrolled	3	8	3	0	0	0	0	0	49	102
Corte Madera Avenue & Tamalpais Drive (& Redwood)	Corte Madera	Signal	4	6	1	0	0	0	1	0	49	103

List of Proposed TAM Crossing Guard Program Locations

Location	City/Community	Type of Control Primary Crossing	Crit. No. 1	Crit. No. 2	Crit. No. 3	Crit. No. 4	Crit. No. 5	Crit. No. 6	Crit. No. 7	Crit. No. 8	Weighted Score	Rank
			Veh. Volume	Ped. Volume	Skew Angle	Stopping Sight	Horiz. Curve	Speed Limit	Accidents	Other Factors		
			2	5	1	10	5	2	10	5		
Sir Francis Drake Boulevard & Barber Avenue/Ross Avenue	San Anselmo	Signal	2	6	0	0	0	2	1	0	48	104
Sir Francis Drake Boulevard & Bolinas Avenue	San Anselmo	Signal	2	5	0	0	0	2	1	1	48	105
Bolinas Avenue & Shady Lane	Ross	Uncontrolled	11	5	1	0	0	0	0	0	48	106
East Blithedale Avenue & Elm Avenue	Mill Valley	Signal	0	7	2	0	0	0	0	2	47	107
Melrose Avenue & Evergreen Avenue	Tamalpais Valley	Stop Sign	4	6	1	0	0	0	0	1	44	108
Racquet Club Drive & 5th Avenue	San Rafael	Stop Sign	13	3	3	0	0	0	0	0	44	109
Shoreline Highway (in front of West Marin School)	Point Reyes Station	Uncontrolled	17	2	0	0	0	0	0	0	44	110
Sir Francis Drake Boulevard & Broadmoor Avenue	San Anselmo	Signal	5	4	1	1	0	1	0	0	43	111
Tamalpais Drive & Eastman Avenue	Corte Madera	Signal	0	5	0	0	0	1	1	1	42	112
Sir Francis Drake Boulevard & South Eliseo Drive	Kentfield	Signal	2	6	2	0	0	3	0	0	42	113
Olema-Bolinas Road (in front of School)	Bolinas	Uncontrolled	8	5	0	0	0	0	0	0	41	114
Center Road & Tamalpais Avenue	Novato	Stop Sign	11	3	0	0	0	1	0	0	39	115
Richmond Road & Belle Avenue	San Anselmo	Uncontrolled	4	6	0	0	0	0	0	0	38	116
Bellam Boulevard & I-580 on ramp	San Rafael	Signal	13	1	1	0	0	3	0	0	38	117
Arthur Street & Cambridge Street	Novato	Stop Sign	11	3	0	0	0	0	0	0	37	118
Evergreen Avenue & Ethel Avenue	Tamalpais Valley	Stop Sign	3	6	0	0	0	0	0	0	36	119
Ricardo Lane & East Strawberry Drive	Marin County	Uncontrolled	5	4	1	0	0	0	0	1	36	120
Blackfield Drive & Karen Way	Tiburon	Uncontrolled	5	5	0	0	0	0	0	0	35	121
Diablo Avenue & Hotchkin Drive	Novato	Uncontrolled	14	1	0	0	0	1	0	0	35	122
Nova Albion Way & Las Gallinas Avenue	San Rafael	Signal	10	1	0	0	0	0	1	0	35	123
Bellam Boulevard & I-580 off ramp	San Rafael	Signal	7	1	0	0	0	3	1	0	35	124
Marin Street & Bayview Street	San Rafael	Stop Sign	2	6	0	0	0	0	0	0	34	125
Arthur Street & Taft Court/Tyler Street	Novato	Uncontrolled	12	2	0	0	0	0	0	0	34	126
Blackfield Drive & Cecilia Way	Tiburon	Uncontrolled	4	4	1	0	0	0	0	1	34	127
Wilson Avenue & Hansen Road	Novato	Uncontrolled	10	0	0	0	0	2	0	1	34	128
East Blithedale Avenue & Buena Vista Avenue	Mill Valley	Uncontrolled	3	3	2	0	0	0	0	2	37	129
Golden Hind Passage (in front of school)	Corte Madera	Uncontrolled	5	4	2	0	0	0	0	0	32	130
Bellam Boulevard & Anderson Drive	San Rafael	Signal	5	1	1	0	0	3	1	0	32	131
Bon Air Road & South Eliseo Drive	Marin County	Signal	3	3	0	0	0	0	1	0	31	132
Sir Francis Drake Boulevard & Bon Air Road	Kentfield	Signal	0	3	0	1	0	3	0	0	31	133
Sir Francis Drake Boulevard & Oak Manor Drive	Fairfax	Signal	0	5	1	0	0	2	0	0	30	134
Tiburon Boulevard & Blackfield Drive	Tiburon	Signal	6	2	0	0	0	4	0	0	30	135
Paradise Drive & Seawolf Passage	Corte Madera	Signal	0	5	1	0	0	1	0	0	28	136
San Marin Drive & San Carlos Way	Novato	Stop Sign	4	1	0	0	0	0	1	1	28	137
Spindrift Passage & Prince Royal Passage	Corte Madera	Uncontrolled	2	4	0	0	0	1	0	0	26	138
Drake Avenue & Phillips Drive (N)	Marin County	Uncontrolled	5	3	1	0	0	0	0	0	31	139
South Novato Boulevard & Sunset Pkwy	Novato	Signal	1	1	0	0	0	2	1	1	26	140
Grand Avenue & Jewell Street	San Rafael	Stop Sign	1	4	3	0	0	0	0	0	25	141
Woodland Avenue (at back of Wade Thomas school)	San Anselmo	Uncontrolled	2	4	0	0	0	0	0	0	24	142
Kleinert Way & Needs Avenue	Tiburon	Uncontrolled	6	1	0	0	0	0	0	1	22	143
Harvard Avenue & Wellesley Avenue	Tamalpais Valley	Uncontrolled	7	1	1	0	0	0	0	0	20	144
Montford Avenue & Melrose Avenue	Tamalpais Valley	Stop Sign	5	2	0	0	0	0	0	0	20	145
Tiburon Boulevard & Rock Hill Drive	Tiburon	Signal	2	2	0	0	0	3	0	0	20	146
Richmond Road & Mariposa Avenue	San Anselmo	Uncontrolled	2	3	0	0	0	0	0	0	19	147
Buchanan Drive (at school driveway)	Sausalito	Uncontrolled	3	2	3	0	0	0	0	0	19	148
Buchanan Drive & Wateree Street	Sausalito	Uncontrolled	1	3	0	0	0	0	0	0	17	149
Arias Street & Trellis Drive	San Rafael	Uncontrolled	3	2	0	0	0	0	0	0	16	150
Lincoln Avenue & Paloma Avenue	San Rafael	Signal	0	3	0	0	0	0	0	0	15	151
Olive Avenue & Summers Avenue	Novato	Uncontrolled	2	2	1	0	0	0	0	0	15	152
Sir Francis Drake Boulevard & Aspen Court	San Anselmo	Signal	1	2	0	0	0	1	0	0	14	153
Olema-Bolinas Road & Mesa Road	Bolinas	Stop Sign	5	0	0	0	0	2	0	0	14	154
Main Gate Road & C Street	Novato	Uncontrolled	3	1	0	0	0	1	0	0	13	155
Bridgeway & Nevada Street	Sausalito	Signal	2	1	0	0	0	2	0	0	13	156
Bellam Boulevard & Francisco Boulevard East	San Rafael	Signal	0	1	1	0	0	1	0	1	13	157

List of Proposed TAM Crossing Guard Program Locations

Location	City/Community	Type of Control Primary Crossing	Crit. No. 1	Crit. No. 2	Crit. No. 3	Crit. No. 4	Crit. No. 5	Crit. No. 6	Crit. No. 7	Crit. No. 8	Weighted Score	Rank
			Veh. Volume	Ped. Volume	Skew Angle	Stopping Sight	Horiz. Curve	Speed Limit	Accidents	Other Factors		
			2	5	1	10	5	2	10	5		
Sequoia Drive & Red Hill Avenue (Miracle Mile)	San Anselmo	Signal	1	1	0	0	0	2	0	0	11	158
End of Tinker Way	Novato	Uncontrolled	2	1	0	0	0	0	0	0	9	159
Arthur Street & Hayes Street	Novato	Uncontrolled	1	1	0	0	0	0	0	0	7	160
Nevada Street & Tomales Street	Sausalito	Uncontrolled	1	0	0	0	0	0	0	0	2	161

Notes:

Gold indicates a swapped location

Green indicates a site that is not currently guarded but is expected to have a guard beginning August 2023

Red indicates a site that curretly has a guard but is now under the funding line, not all are TAM funded

TAM Crossing Guard Program Scoring Process Guide

- **8 Criteria used for scoring crosswalks at locations on Master List**
- **Criteria related to vehicular and school-aged pedestrian volumes dependent on actual volumes counted (school-aged = transitional kindergarten through 8th grade)**
- **“Qualifying” vehicular and school-aged pedestrian volumes for scoring based on MUTCD 2012 Update**
- **Individual weighting factors for each criterion used to establish “Weighted Score”**
- **Locations ranked by the highest Weighted Score of all crosswalks at the location**
- **Scoring instructions for each criterion on following pages**
- **TAM Crossing Guard Program Location Scoring Criteria Summary (attached)**

Criteria No. 1: Vehicular Volume**1. Stop Sign**

$$\frac{\text{Peak Hour Volume from Counts}}{350} (\%) \quad \text{Multiplied by} \quad \frac{1 \text{ Point}}{10\%} = \text{SCORE (Rounded)}$$

2. Traffic Signal

$$\frac{\text{Turning Movement Peak Hour Volume from Counts}}{300} (\%) \quad \text{Multiplied by} \quad \frac{1 \text{ Point}}{10\%} = \text{SCORE (Rounded)}$$

3. Uncontrolled Rural

$$\frac{\text{Peak Hour Volume from Counts}}{300} (\%) \quad \text{Multiplied by} \quad \frac{1 \text{ Point}}{10\%} = \text{SCORE (Rounded)}$$

4. Uncontrolled Urban

$$\frac{\text{Peak Hour Volume from Counts}}{350} (\%) \quad \text{Multiplied by} \quad \frac{1 \text{ Point}}{10\%} = \text{SCORE (Rounded)}$$

Criteria No. 2: School-Aged Pedestrian Volume**1. Stop Sign**

$$\frac{\text{Peak Hour Pedestrian Volume from Counts}}{40} (\%) \quad \text{Multiplied by} \quad \frac{1 \text{ Point}}{10\%} = \text{SCORE (Rounded)}$$

2. Traffic Signal

$$\frac{\text{Peak Hour Pedestrian Volume from Counts}}{40} (\%) \quad \text{Multiplied by} \quad \frac{1 \text{ Point}}{10\%} = \text{SCORE (Rounded)}$$

3. Uncontrolled Rural

$$\frac{\text{Combined a.m. \& p.m. Pedestrian Volume from Counts}}{30} (\%) \quad \text{Multiplied by} \quad \frac{1 \text{ Point}}{10\%} = \text{SCORE (Rounded)}$$

4. Uncontrolled Urban

$$\frac{\text{Combined a.m. \& p.m. Pedestrian Volume from Counts}}{40} (\%) \quad \text{Multiplied by} \quad \frac{1 \text{ Point}}{10\%} = \text{SCORE (Rounded)}$$

Criteria No. 3: Intersection Skew Angle**All Intersection Control Types**

Maximum skew from 0 to 5 degrees	0 Points
Maximum skew from 6 to 15 degrees	1 point
Maximum skew from 16 to 25 degrees	2 points
Maximum skew from 26 to 35 degrees	3 points
Maximum skew from 36 to 45 degrees	4 points
Maximum skew greater than 45 degrees	5 points

Criteria No. 4: Stopping Sight Distance**All Intersection Control Types**

Stopping sight distance not impaired	0 Points
Stopping sight distance slightly impaired	1 point
Stopping sight distance significantly impaired	2 points

Criteria No. 5: Horizontal Curve**All Intersection Control Types**

Intersection not located on a curve with posted warning or speed reduction sign 0 Points

Intersection located on a curve with posted warning or speed reduction sign 1 point

Criteria No. 6: Speed Limit**All Intersection Control Types**

Posted speed limit (highest on any approach to crossing) 25 mph or less	0 Points
Posted speed limit (highest on any approach to crossing) 26 mph to 30 mph	1 point
Posted speed limit (highest on any approach to crossing) 31 mph to 35 mph	2 points
Posted speed limit (highest on any approach to crossing) 36 mph to 40 mph	3 points
Posted speed limit (highest on any approach to crossing) 41 mph to 45 mph	4 points
Posted speed limit (highest on any approach to crossing) 50 mph or more	5 points

(Note: Use posted speed limit for regular hours, i.e. not school-zone time-restricted limit.)

Criteria No. 7: Pedestrian-Vehicular Accident History

All Intersection Control Types

No documented pedestrian-vehicular accident history 0 Points

Documented pedestrian-vehicular accident history 1 point

Criteria No. 8: Other Factors**All Intersection Control Types**

Use cumulative score (i.e. total for all factors with maximum total score of 4)

Multiple ingress-egress within 50 feet of crosswalk	1 point
Crossing more than 4 lanes total (i.e. both directions)	1 point
Other factor(s) documented/concurred by Public Works	<u>1 point ea.</u>

Total Score
(Max. = 4)

TAM Crossing Guard Program Location Scoring Criteria Summary - Approved April 2022

Index	Criterion	Scoring	Score	Weight	Weighted Score
1	Actual vehicular volume crossing crosswalk as percent of qualifying volume (use highest hourly volume a.m. or p.m.)	One point, rounded to the nearest whole number, for each ten percentage points of maximum actual hourly volume counted (a.m. or p.m.) to applicable "qualifying volume." (Maximum of 20 points)		2	0
2	Actual school-aged pedestrian (TK - 8th Grade) volume as percent of qualifying volume (use highest hourly volume a.m. or p.m., or combined a.m./p.m. volume depending on the type of intersection control)	One point, rounded to the nearest whole number, for each ten percentage points of maximum actual volume counted (a.m. or p.m. - hourly or combined a.m./p.m.) to applicable "qualifying volume." (Maximum of 20 points)		5	0
3	Intersection Skew Angle	Maximum skew from 0 to 5 degrees = 0 Maximum skew from 6 to 15 degrees = 1 point Maximum skew from 16 to 25 degrees = 2 points Maximum skew from 26 to 35 degrees = 3 points Maximum skew from 36 to 45 degrees = 4 points Maximum skew greater than 45 degrees = 5 points		1	0
4	Stopping Sight Distance at Intersection	Stopping sight distance not impaired = 0 Stopping sight distance slightly impaired = 1 point Stopping sight distance significantly impaired = 2 points		10	0
5	Location of intersection on a horizontal curve with posted warning or speed reduction sign(s)	No = 0 Yes = 1 point		5	0
6	Posted speed limit (highest on any approach to pedestrian crossing). Note: this does not include school zone speed limits.	Posted Speed Limit 25 mph or less = 0 Posted Speed Limit 30 mph = 1 point Posted Speed Limit 35 mph = 2 points Posted Speed Limit 40 mph = 3 points Posted Speed Limit 45 mph = 4 points Posted Speed Limit 50 mph or greater = 5 points		2	0
7	Pedestrian-Vehicular Accident History	Pedestrian-Vehicular accident history documented? No = 0 Yes = 1 point		10	0
8	Other factors	Use total score (i.e. total for all factors) (Maximum of 4 points total) Multiple ingress-egress within 50 feet of crosswalk = 1 point Crossing more than 4 lanes total (i.e. both directions) = 1 point Other factor documented/concurred by Public Works = 1 point ea.		5	0
				Total	0

Enrollment Change 2017 to 2022

Source: Ed Data for public schools

School Name	2017	2022	Change	Percent Change
Mill Valley Middle	1,050	816	(234)	-22.3%
Bel Aire Elementary	503	327	(176)	-35.0%
San Jose Middle	726	555	(171)	-23.6%
Edna Maguire Elementary	588	430	(158)	-26.9%
Del Mar Middle	568	410	(158)	-27.8%
White Hill Middle	808	664	(144)	-17.8%
Greenwood - Closed	127	0	(127)	-100.0%
Davidson Middle	1,203	1,079	(124)	-10.3%
Bacich Elementary	645	523	(122)	-18.9%
Vallecito Elementary	510	397	(113)	-22.2%
Glenwood Elementary	417	304	(113)	-27.1%
Strawberry Point Elementary	355	255	(100)	-28.2%
Hamilton K-8	613	518	(95)	-15.5%
Reed Elementary	371	283	(88)	-23.7%
Cove Elementary	445	365	(80)	-18.0%
Hidden Valley Elementary	320	241	(79)	-24.7%
Lynwood Elementary	336	257	(79)	-23.5%
Kent Middle	588	511	(77)	-13.1%
Neil Cummins Elementary	580	504	(76)	-13.1%
Pleasant Valley Elementary	463	389	(74)	-16.0%
Lucas Valley Elementary	406	336	(70)	-17.2%
San Ramon Elementary	476	412	(64)	-13.4%
Tamalpais Valley Elementary	482	419	(63)	-13.1%
Mary Silveira Elementary	433	376	(57)	-13.2%
Wade Thomas Elementary	378	321	(57)	-15.1%
Sinaloa Middle	826	775	(51)	-6.2%
Park Elementary	310	259	(51)	-16.5%
Sun Valley Elementary	501	461	(40)	-8.0%
Hall Middle	516	481	(35)	-6.8%
Brookside Elementary	320	288	(32)	-10.0%
Coleman Elementary	401	370	(31)	-7.7%
Lu Sutton Elementary	365	335	(30)	-8.2%
Venetia Valley K-8	711	683	(28)	-3.9%
Lagunitas K-8	164	136	(28)	-17.1%
Loma Verde Elementary	415	394	(21)	-5.1%
Old Mill Elementary	298	278	(20)	-6.7%
Ross K-8	387	369	(18)	-4.7%
Rancho Elementary	369	352	(17)	-4.6%
West Marin K-8	145	128	(17)	-11.7%
Marin Primary K-8	356	343	(13)	-3.7%
Novato Charter	268	261	(7)	-2.6%

Enrollment Change 2017 to 2022

Source: Ed Data for public schools

School Name	2017	2022	Change	Percent Change
Bolinas K-8	91	94	3	3.3%
St. Anselm K-8	258	262	4	1.6%
Mark Day K-8	382	390	8	2.1%
Miller Creek Middle	632	645	13	2.1%
Olive Elementary	312	327	15	4.8%
Bahia Vista	561	580	19	3.4%
Marin Horizon K-8	248	298	50	20.2%
Laurel Dell Elementary	179	240	61	34.1%
MLK - Willow Creek	127	391	264	207.9%
Mount Tam K-8	unknown	240	N/A	N/A

Crossing Guard Location Recertification

Transportation Authority of Marin
Board of Commissioners

April 27, 2023



Crossing Guard – 2023 Evaluation & Revised Location List

- 5th list of Crossing Guard locations
- Previous lists 2006, 2010, 2014, 2018
- Evaluation postponed to 2023 due to COVID-19
- Prior lists were recommended by MPWA and the TAM TAC
- This newly evaluated list was recommended by MPWA at its March meeting
- The TAM FP&L Executive Committee unanimously recommended approval
- Citizens' Oversight Committee reviewed the list at its April 17 meeting



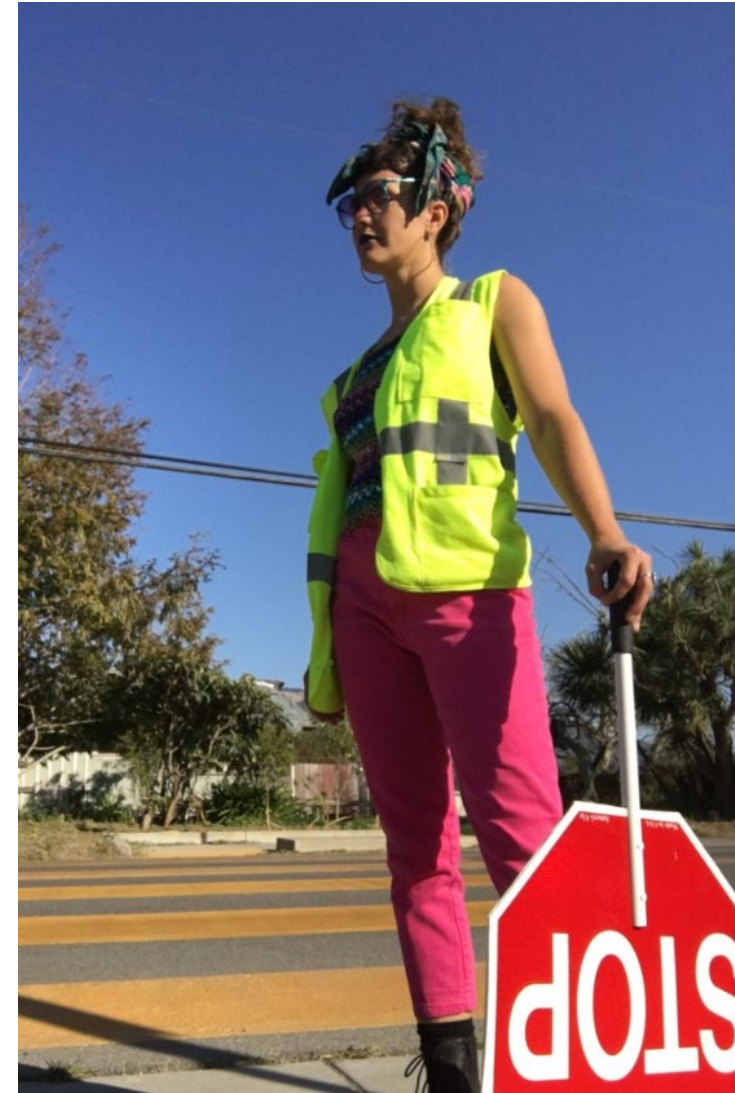
Basis of Program

- Included in Measure AA and Measure B
- Measure AA Renewal in 2018 increased local funding for Crossing Guards from 4.2% to 7%
- Created a base of 96 Guards
- Current cash flow analysis indicates that a base of 96 Guards can be maintained



Number of Guards/Locations

- Start with Base of 96
- “Changed condition policy” allows sites to be evaluated upon request (outside of regular evaluation cycle)
- If the changed condition site scores above the existing approved sites, the new site can be added
 - Average of 2 guards added each year due to changed condition
- Current list includes 105 Guards due to changed condition policy
 - 103 Guards are paid for by TAM
 - Larkspur-Corte Madera and Kentfield School Districts pay for one additional guard each
- New evaluation resets the list at 96 guards (97 guards this year due to a tie)



List Methodology

- The Crossing Guard list is based on a scoring system that has been refined over time
 - Crossing Guards are considered a traffic control device
 - The California Manual on Uniform Traffic Control Devices is the basis for the scoring system
 - Current scoring system began in 2010 with modifications in 2017 and 2022
 - MPWA has participated in changes to the scoring system
 - Current List created using criteria approved by TAM Board in April 2022



List Methodology – Weighted Scoring Criteria

- Vehicular volume crossing crosswalk
- School-aged pedestrian volume
- Intersection skew angle
- Stopping sight distance at intersection
- Location of intersection (on a horizontal curve with posted warning or speed reduction sign(s))
- Posted speed limit (highest on any approach to pedestrian crossing)
- Pedestrian-Vehicular Accident History
- Other Factors (ingress/egress, lanes, DPW considerations)
- Recent refinements include
 - Using posted speed for roadway rather than limit for school zone
 - Separate category for safety
 - School age lowered to 4-y.o. due to T-K



List Methodology – Process

- Crosswalks are scored individually
- Crosswalks are put into one of 4 categories:
 - Uncontrolled Rural
 - Uncontrolled Urban
 - Stop Sign
 - Signal
- The site score is the highest crosswalk score
- Vehicles volumes are paired with school age pedestrian volumes
- Highest scoring crosswalk used even if not the one that has the highest pedestrian count
- School age pedestrians from opposite crosswalk included if no crossing guard

New Evaluation & Crossing Guard List

Some changes affecting sites, examples include:

- Declining school enrollment
- Completed capital projects such as:
 - Removal of uncontrolled crosswalks
 - Realigned bike lanes
 - Realigned crosswalks
- Signal timing
- No Right on Red
- School closure/consolidation

Funding Level

- Staff recommends keeping the base at 96 but fund 97 locations this round due to a tied scoring condition
- Sufficient carryover exists to fund the guards at a base of 96 for this certification cycle with 2% annual revenue growth projected
- Projections assume similar costs/wages with inflation adjustment, new contract to be bid this year
- Larkspur Corte Madera and Kentfield School Districts plan to maintain paying for one additional guard each.

List – Recommendations & Next Steps

- Communication including:
 - Meet with each jurisdiction that is affected
 - Place informational signs at each site that will not have a guard in the coming school year
 - Attend SR2S Task Force meetings
 - Citizens' Oversight Committee Reviewed on April 17
- Staff recommends:
 - Approval of the list
 - Funding to rank 97 on the list, to go into effect for 2023-24 school year
 - That the next evaluation be for the 2026-2027 school year
 - Travel patterns may be different than pre-Covid
 - Enrollment may stabilize

Questions?

For comments or more information, please email
CrossingGuards@tam.ca.gov



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DATE: April 27, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Mikaela Hiatt, Associate Transportation Planner

SUBJECT: Approval of Team Selection and Contract Award for Sea Level Rise Adaptation Planning for Marin County's Transportation System (Action), Agenda Item No. 7

RECOMMENDATION

Staff is recommending the TAM Board authorizes the Executive Director (ED) to enter into a professional services contract with Arup to provide Sea Level Rise Adaptation planning for Marin County's Transportation System in an amount not to exceed \$550,000.

BACKGROUND

TAM has been coordinating with partner agencies and stakeholders in Marin County and the region to advance adaptation planning for sea level rise. The Measure AA ½-Cent Transportation Sales Tax Expenditure Plan sets aside 1% of the transportation sales tax under "Category 2.3: Develop projects to address transportation impacts from sea level rise (SLR)". The expenditure plan states:

"This funding would be utilized to support protecting and adapting Marin's roadways and related infrastructure to the effects of sea level rise and flooding. These funds can be used to serve as seed money to find solutions, attract matching grants and leverage private investments to meet the challenges and vulnerabilities identified in numerous planning efforts including those of Bay Wave, and CSMART."

Staff brought this item to the TAM Board for direction first on November 19, 2020 and again on October 27, 2022. The Board reviewed a high-level scope of work to be used for the Request for Proposals (RFP) seeking a team to help lead the Sea Level Rise Adaptation Planning for Marin County's Transportation System. The scope of work includes the following tasks:

1. Agency Coordination (Includes the development of a Technical Advisory Committee and a series of focus/stakeholder groups.)
2. Existing Plan Review
3. Identification of Vulnerable Locations
4. Identification of a Range of Adaptation Measures
5. Governance Review (Includes a review of funding opportunities and the assessment of governance systems for sea level rise.)
6. Implementation Plan Development
7. Draft and Final Report
8. Project Management

This effort is intended to build off previous adaptation planning efforts conducted in Marin County and the region to develop an implementation plan for TAM to support Marin County's Transportation System.

DISCUSSION/ANALYSIS

On January 31, 2023, TAM released the RFP seeking technical support to advance adaptation planning, identify potential solutions to the threats sea level rise poses to Marin communities, roadways, and critical transportation assets, and guide future implementation of transportation infrastructure and TAM funding programs. TAM received 6 proposals from the following firms by the proposal deadline on March 7, 2023.

- Arcadis
- Arup
- HDR
- Rincon Consultants
- Schaaf & Wheeler
- TYLin

A selection panel was formed that included staff from TAM's planning and project delivery team, County Department of Public Works, and the City of San Rafael Sustainability Department. The firms were evaluated on a number of criteria including qualifications of the firms and staff, qualifications and experience with sea level rise adaptation and implementation initiatives, approach and management of the work and demonstrated ability to meet the requirements of the RFP. The selection panel identified the top 3 firms for interviews which were conducted on March 20, 2023 and March 21, 2023. Based on the results of the evaluation, the selection panel ranked Arup as the top selection.

The anticipated work to be performed on this contract is aligned with the tasks included in the RFP's scope of work.

FISCAL CONSIDERATION

Funding for the Sea Level Rise Adaptation Planning for Marin County's Transportation System Agreement is available through Measure AA, Category 2.3 Sea Level Rise. The contract would be for a not to exceed amount of \$550,000, expected to be spent over the next two fiscal years. A total of \$100,000 budget authority is included in the FY2022-23 TAM Annual Budget for the work to start during this fiscal year. Any balance, as well as the additional budget needed, will be included in the next 2 budget cycles.

NEXT STEPS

Upon Board approval, staff will negotiate and enter into contract with Arup and commence work.

ATTACHMENTS

Attachment A – Staff Presentation



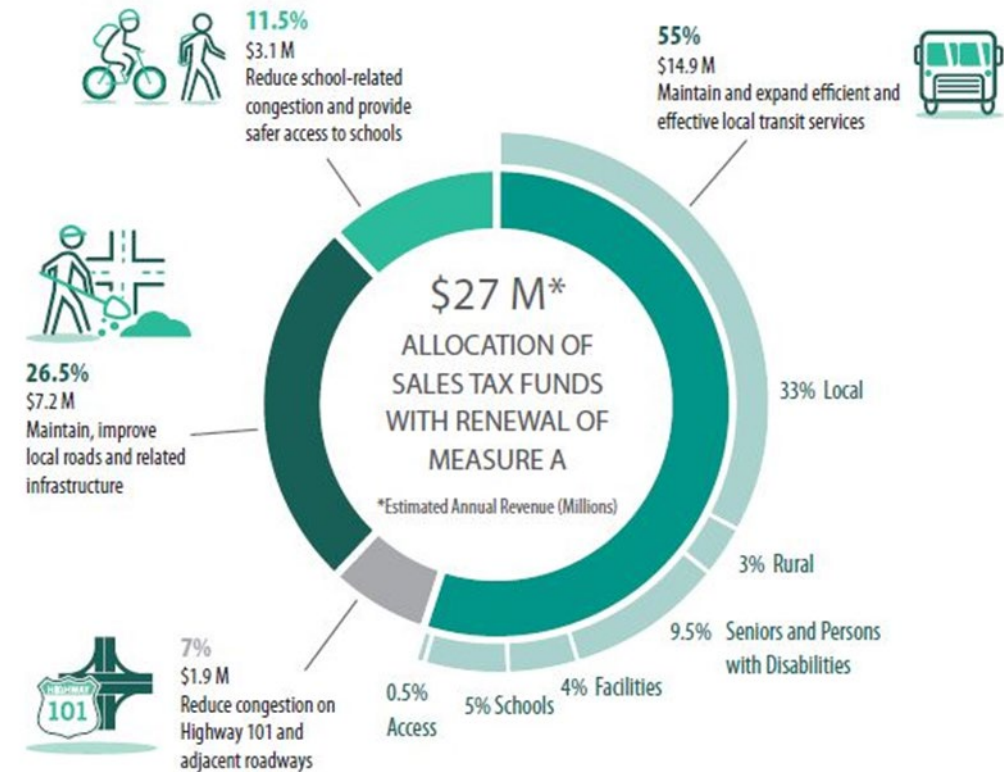
Sea Level Rise Adaptation Planning for Marin County's Transportation System Contract Award

Board of Commissioners

April 27, 2023

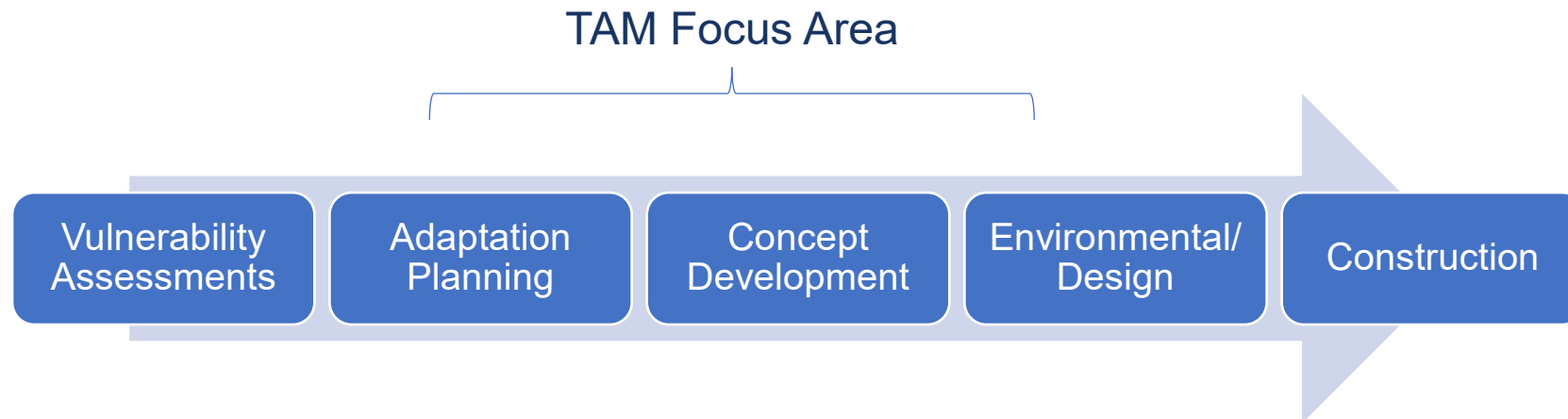
TAM Sea Level Rise Program

- Measure AA Category 2.3
 - 1% set aside to develop projects to address transportation impacts from sea level rise (SLR)
 - Support protecting and adapting Marin's roadways and related infrastructure to the effects of SLR and flooding
 - Can be seed money for solutions, matching grants, and the leverage of private investments
- Efforts underway in Marin County include:
 - BayWAVE and C-SMART
 - Local Jurisdiction Plans
 - Bay Conservation and Development Commission (BCDC), San Francisco Estuary Institute (SFEI), other regional efforts



Previous Board Direction

- Previous Board Discussions
 - Initial Input - November 2020
 - Discussion on Draft Scope of Work - October 2022
- Board Direction
 - Move from planning into initial conceptual design
 - Identify potential projects for project development



Request for Proposals

- RFP developed to solicit multidiscipline team of adaptation planners, engineers and watershed experts
- Consultant to facilitate the advancement of adaptation planning efforts including concept development and implementation plan
- Reviewed by TAM staff, County departments, and City staff
- Goals:
 - Build off previous planning efforts
 - Develop an implementation plan for TAM to support Marin County's Transportation System



Scope of Work

- Agency Coordination
- Existing Plan Review
- Identification of Vulnerable Locations
- Identification of a Range of Adaptation Measures
- Governance Review
- Implementation Plan Development
- Draft and Final Report
- Project Management



Responses and Review Process

Received 6 Proposals

- Arcadis
- Arup
- HDR
- Rincon
- Schaaf and Wheeler
- TYLin

Review Panel Ranked Proposals

- TAM staff
- County DPW staff
- City of San Rafael staff

Interviews of Top 3 Firms

- Interviewed over 2 days

Final Selection Panel Deliberations

- Final review and ranking amongst panelists
- Arup ranked first

Board Approval of Contract

- Approval of contract with Arup NTE \$550,000

Consultant Selection and Timeline

- Arup – lead consultant
 - WRT
 - Pathways Institute
- Close coordination with local jurisdictions and transit operators expected
- Anticipated Timeline – 18 months
- Contract Amount – Not to exceed \$550,000



Next Steps

- Board approval of team selection and authorize the Executive Director to negotiate and enter into contract with Arup
- Kick off this fiscal year
- Board updates at key milestones throughout the process



Questions?

Thank You!

