



TRANSPORTATION AUTHORITY OF MARIN CITIZENS' OVERSIGHT COMMITTEE MEETING

MAY 15, 2023
5:00 P.M.

**TAM CONFERENCE ROOM
900 FIFTH AVENUE, SUITE 100
SAN RAFAEL, CALIFORNIA**

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

900 Fifth Avenue
Suite 100
San Rafael
California 94901

Phone: 415-226-0815
Fax: 415-226-0816

www.tam.ca.gov

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

How to watch the live meeting using the Zoom link:

<https://us02web.zoom.us/j/88302415329?pwd=RFhRTzNyYVBjVnE0WXlmL0JIZUVSUT09>

Webinar ID: 883 0241 5329
Passcode: 051523

Teleconference: Members of the public wishing to participate via teleconference, can do so by dialing in to the following number at 5:00 PM on the day of the meeting: **+1 669 900 6833**; Access Code: 883 0241 5329; Password: 051523

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

Before the meeting: Email your comments to info@tam.ca.gov. Please email your comments no later than 1:00 P.M. Monday, May 15, 2022 to facilitate timely distribution to Committee members. Please include the agenda item number you are addressing and your name and address. Your comments will be forwarded to the Committee members and will be placed into the public record.

During the meeting: For members of the public participating in-person, the Committee Chair will recognize persons from the audience who wish to address the Committee during public open time or on a particular agenda item at the time that item is considered by the Committee.

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 Committee and will become part of the public record.



Late agenda material can be inspected in TAM's office between the hours of 9:00 a.m. and 4:00 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. Call to Order (2 minutes)
2. 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 (public is welcome to address the Committee, but according to the Brown Act, the Committee may not deliberate or take action on items not on the agenda)
3. [Review and Approval of April 17, 2023 Meeting Minutes](#) (Action) (5 minutes)
4. TAM Staff Report (Discussion) (20 minutes)
5. [TAM Equity Statement and Action Plan](#) (Discussion) (20 minutes)
6. [Review the Draft TAM FY2023-24 Annual Budget](#) (Discussion) (20 minutes)
7. Committee Member Hot Items Report (Discussion) (10 minutes)
8. Discussion of Next Meeting Date and Recommended Items for the Agenda (5 minutes)



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
CITIZENS' OVERSIGHT COMMITTEE

APRIL 17, 2023
5:00 PM

MEETING MINUTES

Members Present: Peter Pelham, Major Marin Employers (Chairperson)
Jeffrey Olson, Central Marin Planning Area
Charley Vogt, Northern Marin Planning Area
Debbie Alley, Southern Marin Planning Area
Paul Roye, Ross Valley Planning Area
Kate Powers, Environmental Organizations
Allan Bortel, Marin County Paratransit Coordinating Council

Alternates Present: Susannah Saunders, Ross Valley Planning Area
Kay Noguchi, League of Women Voters
Nancy Okada, Environmental Organizations

Members/Alternate Present as Public: Zack Macdonald, Jim Schmidt

Marin Transit Staff Attending Remotely: Joanna Huitt, Senior Mobility Planner

Staff Members Present: Anne Richman, Executive Director
Li Zhang, Deputy Executive Director/Chief Financial Officer
Dan Cherrier, Director of Project Delivery
David Chan, Director of Programming & Legislation
Derek McGill, Director of Planning
Emily Tong, Senior Accountant
Grace Zhuang, Accounting and Payroll Specialist
Jennifer Doucette, Executive Assistant/Clerk of the Board
Molly Graham, Public Outreach Coordinator

Chairperson Peter Pelham called the Citizens' Oversight Committee (COC) meeting to order at 5:04 p.m.

1. Introductions and Welcome

Chairperson Pelham asked Grace Zhuang, Accounting and Payroll Specialist, to conduct the roll call. Ms. Zhuang did so and confirmed that a quorum was present. Ms. Zhuang stated the meeting order rules and instructions for the public to provide comments.

Chairperson Pelham announced that Member Jeffrey Olson was attending the meeting remotely for reasons of Just Cause that are allowed under Assembly Bill (AB) 2449.

2. Open Time for Public Expression

No public expression was received.

3. Review and Approval of March 20, 2023 Meeting Minutes (Action)

Member Kate Powers moved to approve the March 20, 2023 Meeting Minutes. Member Charley Vogt seconded the motion, and the Minutes were approved with Members Debbie Alley and Jeffrey Olson abstaining.

4. TAM Staff Report (Information)

Executive Director (ED) Anne Richman reported that the Marin County Flood Control District (MCFCD) is inviting the community to provide input and participate in the Marin City Stormwater Plan. A public meeting has been scheduled for June 1, 2023 and a local task force has been created. Over the 18-month process, the task force will conduct more public meetings. ED Richman stated that further information is available on the MCFCD website.

ED Richman reported that Marin County Department of Public Works has started the installation of replacement street lighting along Sir Francis Drake Boulevard (Blvd.) between Manor Road, Kentfield, and Eliseo Drive, Greenbrae, to reduce light dispersal on adjacent properties. The construction is expected to take about three weeks. ED Richman stated that the lighting fixtures were part of the Sir Francis Drake Blvd (SFDB) Rehabilitation Project, for which TAM contributed \$12.4 million in funding, including \$11.9 million from Measure AA/A Major Road funds, \$400,000 from Measure AA Safe Pathways, and approximately \$100,000 in TDA (Transportation Development Act) Article 3 funds. In response to Chairperson Pelham, ED Richman confirmed that TAM funds were not used for the replacement of the street lighting.

Member Paul Roye and ED Richman discussed the public outreach process for the SFDB Rehabilitation Project. ED Richman noted that it may have been difficult for residents to comprehend the impact of lighting from the plans, and that the intention is to either sell the original lights or use them for another project in the county.

Member Powers noted that the City of San Rafael changed the streetlights where she lives to energy-efficient bulbs, which emit brighter light.

Alternate Nancy Okada discussed her safety concerns relating to the design of the east bound lanes that approach the freeway from SFDB. data.

In response to Member Powers, ED Richman stated that the SFDB Rehabilitation Project was completed apart from the lights and landscaping, which were delayed due to water restrictions.

ED Richman provided an update on the Street Smarts banners, which were installed again last week for a Spring campaign and will remain in place until May. Yard signs are also available to those who are interested.

In response to Member Vogt, Director of Project Delivery Dan Cherrier stated that the yard signs could be placed on any property allowed by the local ordinances. ED Richman and Member Alley discussed the banners and ED Richman confirmed the Street Smarts banners will be erected in every jurisdiction, including unincorporated areas of the County.

ED Richman reported on a public meeting in Vallejo on Monday, April 24 to provide information on a potential tolling facility from Sears Point to Mare Island. The purpose of the proposal is to manage traffic and raise revenue for the State Route (SR) 37 corridor improvements. ED Richman added that the Metropolitan Transportation Commission (MTC) would need approval by the State for the tolling facility and that the anticipated construction timeline would be between 2025 and 2027.

In response to Member Vogt, ED Richman confirmed that Bay Area Toll Authority (BATA) would manage the revenues for the new facility, and that FasTrak, the electronic toll payment system that is also managed by BATA, would be used to pay the toll from Sears Point to Mare Island.

In response to Member Powers, ED Richman stated that the California Transportation Commission (CTC) and MTC have publicized the meeting and details will be added to the TAM website.

ED Richman reported that Pacific Gas & Electric (PG&E) is offering rebates for the lease or purchase of used electric vehicles (EV). She noted that a link has been provided on the PG&E website where more information can be obtained.

Member Vogt discussed the tax credits he has received for purchasing an EV. He added that PG&E had indicated last summer that rebates would be made available for property owners who installed EV charging stations. Alternate Susannah Saunders also noted that federal tax rebates were available for the installation of EV charging stations.

ED Richman concluded her presentation with an update on the upcoming community events, including a Vanpool Webinar for employers, Earth Day Marin in Mill Valley, Rotary Day of Service, and Bike to Work Day on May 18, which TAM will provide an energizer booth at the Central Marin Ferry Connector path.

Alternate Saunders noted that there will be an exhibition of EVs at Earth Day Marin.

5. Review of the Recommended Crossing Guard Location Selection (Discussion)

Mr. Cherrier presented the staff report, which asks the members to review the recommended crossing guard location selection, which was reviewed and recommended by the Marin Public Works Association (MPWA). Mr. Cherrier confirmed the 2023 Evaluation & Revised Location List is the fifth crossing guard location list released by TAM. Previous lists were released in 2006, 2010, 2014, 2018, and the 2023 list was postponed, which allowed extra time for traffic patterns to normalize after the Pandemic.

Mr. Cherrier provided background information on the selection process. He stated that MPWA recommends a list of sites to the TAM Board for approval, and that the current list was reviewed by the Funding, Programs & Legislation (FP&L) Executive Committee at the April 10 meeting. The TAM Board will review the list for approval at the April 27 meeting.

Mr. Cherrier stated that the Crossing Guard Program is funded mainly by the sales tax. He noted that the number of crossing guards funded by TAM was increased to 96 per year in 2018 with the passage of Measure AA, which dedicated a higher funding share to the program. Mr. Cherrier confirmed that there are sufficient funds to maintain 96 crossing guards and that about 2 guards are added each year under the changed condition request process. Mr. Cherrier confirmed there are currently 103 crossing guards funded by TAM and an additional 2 guards funded by school districts.

Mr. Cherrier discussed the need to adhere to the scoring system, which is based on standards in the California Manual of Uniform Traffic Control Devices (CMUTCD), for liability purposes. Two main components of the scoring system are vehicle volume and the number of school age pedestrians between the ages of 4 and 13 who use the crosswalk. He added that crosswalks are also evaluated over several days, in the mornings and afternoons, using criteria that includes pedestrian-vehicular accident history. Mr. Cherrier noted that the TAM Board removed the criteria for speed limits in April 2022 because the limit in all school zones is 25 miles per hour (mph); that an "Others Category" has been added relating to conditions such as ingress/egress, and the school age has been lowered to 4 years old from 5 years old. He confirmed that crosswalks are scored individually, and that there might be a single crossing guard in a location with multiple crosswalks.

Mr. Cherrier discussed capital improvements at intersections, reduction in school enrollment and installation of signage prohibiting a right hand turn on a red light, which are all factors that could contribute to a location receiving a lower score.

Mr. Cherrier discussed the funding level, which staff recommends keeping at the base of 96 but funding 97 locations due to a tied scoring condition. He added that there is sufficient revenue to fund 97 based on the current cost and revenue assumption.

Mr. Cherrier stated that he and Molly Graham, TAM's Public Outreach Coordinator, have been in contact with the jurisdictions that will be affected by the proposed reduction in guards; that they will attend upcoming Safe Routes Task Force meetings, and that there is an additional recommendation to the TAM Board for the next recertification cycle to take place in the 2026/2027 school year.

Mr. Cherrier discussed the scoring details for the list of crossing guard sites. He noted that public works directors have the discretion to move a guard from one location to another in their jurisdictions because the guards are recognized as traffic-controlling devices.

Chairperson Pelham and Mr. Cherrier discussed staffing issues following the Pandemic. Mr. Cherrier stated that while all guard positions are filled, there is an insufficient number of alternate guards who can provide backup when a guard is unable to work and that supervisors provide coverage when necessary.

Member Powers and Mr. Cherrier discussed staffing costs, intersection improvements and the option for school districts to fund crossing guards. Mr. Cherrier stated that the contract with the vendor stipulates the guards must be paid the living wage for Marin County for a two-hour shift, although the guards are required to work for one hour; that management costs include staffing costs, insurance, training and equipment purchase. Mr. Cherrier added that an RFP (Request for Proposal) has been issued but that there are only a few companies that are qualified to bid and that only 2 proposals were received in the past RFP cycle.

In response to Alternate Noguchi, Mr. Cherrier clarified the "Changed Condition" process approved by the TAM Board in 2011, which enabled the consideration of adding guards between cycles; in the current cycle 7 additional crossing guards were added beyond the 96 base line level. He stated that if there is a request to evaluate a site and the weighted score is more than 51, the cutoff for the last evaluation cycle, a guard is placed at the site. He noted that 90 sites were submitted for evaluation at the start of the program in 2006 and 161 locations were evaluated for the current cycle.

Member Alley and Mr. Cherrier discussed feedback relating to the impending removal of guards at some of the sites. Ms. Graham confirmed that staff would be meeting with the school districts and the schools which will be affected by the changes. She also confirmed social media will be used to help with outreach.

ED Richman noted that some locations will be provided with a crossing guard where a guard was not previously assigned, based on the scoring.

In response to Member Vogt, Mr. Cherrier confirmed the crossing guards are assigned to crossings near schools for students aged 4 to 13. They discussed how COC members, and the public could comment on the recommendation and Mr. Cherrier reiterated the importance of adhering to the selection process to reduce liability risk.

Member Jeff Olson stated that the cost of the program, without the crossing guards' wages, seemed considerable. In response, Deputy Executive Director/Chief Financial Officer Li Zhang stated that staff will evaluate the new proposals and there is a potential for savings on the number of hours paid to the crossing guards.

Ms. Zhuang advised Chairperson Pelham that no members of the public indicated they wished to speak. *The Committee recessed for a dinner break and reconvened with all members present as indicated.*

6. Proposed Measure B Performance Metrics (Discussion)

Director of Programming & Legislation David Chan presented the staff report which asks the COC to review the proposed Measure B project and program performance metrics and provide comments and input.

Mr. Chan stated that the TAM Board adopted the Amended Measure B Expenditure Plan and directed staff to prepare a Strategic Plan (SP). He stated that the purpose of the SP is to prioritize projects and programs and the amount of funding they receive, and reconcile the timing of expected revenues with the delivery of projects. The SP includes implementation guidelines that recipients must comply with, including performance metrics and reporting, which were requested by the COC during the Expenditure Plan review process. Mr. Chan confirmed the TAM Board should review the draft SP at the June 22 meeting; open a 30-day public comment period; and adopt the SP at the July 27 meeting following a public hearing.

Mr. Chan explained that each element of the SP will include a specific performance metric to gauge how well it meets the goals of Measure B. He discussed the 6 elements: Element 1.1 - Enhance Bicycle, Pedestrian, and Safety Improvements on Local Network; Element 1.2 – Maintain Class I Bicycle/Pedestrian Pathways; Element 2 – Improve Transit for Seniors and Persons with Disabilities; Element 3.1 – Maintain Crossing Guards and Street Smart Related Programs; Element 3.2 – Enhance/Expand Commute Alternative Programs; Element 3.3 – Support Alternative Fuels Infrastructure and Promotion. Mr. Chan stated that the purpose of the proposed metrics is to measure the effectiveness of the programs and consult the funding recipients and COC to gauge how well the performance measures are working.

Mr. Chan explained that information will be collected on an annual basis with the exception of Element 1.1, when the performance metric information will be collected on completion of a project, and Element 3.1, when reporting is proposed to occur every 4 years to coincide with the crossing guard location evaluation. Mr. Chan briefly discussed the metrics for Element 1.1, which the sponsor will need to provide, including the linear feet of sidewalk added; the linear feet of multi-use pathways and bikeways added, and the number of programs that have been implemented. Mr. Chan confirmed staff will present a report to the COC and TAM Board on the improvements that were made using Measure B funds.

In response to Member Powers, Mr. Chan stated that sponsors will need to provide a report that quantifies the improvements made when submitting the last invoice for reimbursement.

Mr. Chan discussed Element 1.2 relating to maintaining Class 1 bike paths. Sponsors will be asked to describe how a pathway is maintained and the frequency of maintenance, including pothole repairs and trash removal, which will be provided on an annual basis.

In response to Member Alley, Mr. Chan stated that the sponsor will be asked to confirm the frequency of path maintenance.

In response to Member Powers, Mr. Chan stated that 4 Class 1 bike pathways in the City of San Rafael, City of Novato and the County receive funding.

Mr. Chan discussed the metric data that Marin Transit (MT) will be asked to provide on an annual basis on submission of the final reimbursement request. He confirmed that MT staff participated in the development of the performance metrics recommended.

In response to Member Bortel, Mr. Chan confirmed that MT is the sole recipient of funds from Element 2, which is confirmed in the EP.

In response to Alternate Okada, Senior Mobility Planner Joanna Huitt at MT stated that some of the Marin Access programs require users to be 65 years or older and a resident of Marin in order to be eligible. An eligibility process would determine if they qualified for a low income-based program that offers reduced fares.

Mr. Chan discussed the Crossing Guard Program under Element 3.1, and he stated that the results of an upcoming survey will constitute the performance measures. He added that the survey will determine

1) The level of awareness of the Measure AA/Measure B Crossing Guard Program; 2) Whether or not the presence of a crossing guard influences the travel choices of the student or parents; and 3) Whether or not the communities served by the Crossing Guard Program consider the expenditure of these funds a good investment.

Mr. Chan discussed the data that will be collected for the 4 performance measures for Element 3.2, Enhance/Expand Commute Alternative Programs: 1) Awareness of Commute Alternatives; 2) Participation in Commute Alternatives; 3) Impact of Commute Alternatives; and 4) Funding and Partnerships. The data will include registered users and website traffic.

In response to Member Powers, Mr. Chan confirmed that TAM staff will collect the data for Element 3.2 with consultant support.

In response to Alternate Jim Schmidt, Director of Planning Derek McGill stated that TAM has developed the Marin Commutes program with MTC (Metropolitan Transportation Commission) that focuses on performance measures, which encourage awareness, use of alternative transportation modes, and measures the impact of the program. Mr. McGill stated that MTC provides performance data through the 511 Program for the Vanpool Program. He confirmed TAM expends approximately \$350,000 per year on the Marin Commutes Program and that funding is set aside from both Measure AA and Measure B, which is stipulated in both Expenditure Plans.

Mr. Chan discussed the 6 proposed performance measures and the corresponding metrics for Element 3.3, Support Alternative Fuels Infrastructure and Promotion, which include tracking the number of EVs sold and the number of rebate requests received for charging stations and EV fleets.

In response to Alternate Saunders, Mr. McGill stated that EV sales data for the County would be obtained from the California Energy Commission (CEC) and that staff will include data on used EV sales if the information is available. Mr. McGill stated that Reach Strategies has been engaged to increase awareness of the EV programs and has been working with agencies, such as police departments and school districts; and promote EV programs via online events.

In response to Member Powers, Mr. McGill confirmed that TAM promotes rebate programs offered by other agencies.

In response to Alternate Okada, Mr. McGill stated that most county agencies have alternative fuel vehicles in their fleets, such as EVs, E-bikes, plug-in hybrid vehicles, and zero-emission vehicles and TAM has provided over 30 public agency rebates. He confirmed that data is tracked on the type of EVs sold to the public and purchased by agencies using rebates, and that a main goal is to leverage funds.

In response to Alternate Schmidt, Mr. McGill confirmed that most of the EV data source is obtained from CEC and TAM's rebate program. He also confirmed that new EV sales, which are increasing, are used as a metric to determine the success of the program, and the number of rebate requests for level 2 and level 3 chargers provide a metric for increased EV infrastructure. He confirmed that the number of level 3 chargers in the County is growing substantially, and that TAM tracks private installations in addition to EV sales.

Ms. Zhang asked Mr. Chan on behalf of Member Zack Macdonald, who was attending the meeting virtually as a member of the public, if there was a way to add a metric under Element 1.1 to determine the number of E-bikes using the bike paths. In response, ED Richman stated that it is unlikely the technology exists to differentiate between E-bikes and regular bikes on the paths.

Member Powers expressed her appreciation for the inclusion of metrics in the Measure B SP.

7. Review of TAM's financial Audit Team Selection (Action)

Ms. Zhang provided background on the COC bylaws, which ask the COC to review the annual financial audit result and also recommend the selection of the audit team to the TAM Board during an RFP process. Ms. Zhang reported that Maze & Associates was ranked #1 by the professional evaluation panel out of 3 finalists and recommended to be interviewed by Chairperson Pelham and herself during the second round of interviews. Ms. Zhang added that Maze & Associates has been selected as the new audit team for MT, and that it is also the audit team for Sonoma-Marín Rail Transit (SMART), Sonoma County Transportation Authority (SCTA) and Contra Costa Transportation Authority (CCTA).

Chairperson Pelham discussed his support for staff's recommendation and stated that he was impressed with the team's experience with citizens' oversight committees and also the fact that the firm is Bay Area based; has a high retention rate; and has extensive transportation industry experience.

Member Vogt moved to refer the selection of Maze & Associates to the TAM Board for approval at its April 27, 2023 meeting, which Member Powers seconded. The motion was approved unanimously.

8. Committee Member Hot Items Report (Discussion)

Member Bortel reported on the April 17, 2023 Marin Paratransit Coordinating Council Meeting. Discussion items included plans to integrate paratransit services for seniors and people with disabilities; increased reliance on North Bay Cooperative Taxi; and the use of smaller buses. Member Bortel discussed his concern that the City of Novato is limiting the Dial-a-Ride service to allow only seniors and persons with disabilities. He also discussed fare increases and concerns raised by users of the service that rides to medical appointments have been delayed. Member Bortel added that MT staff discussed the shortage of drivers and noted that the hourly rate for drivers has been increased from \$18.50 to \$21.50.

9. Discussion of Next Meeting Date and Recommended Items for the Agenda

The next meeting was tentatively scheduled for Monday, May 15, 2023. Items for review will include the Draft FY2023-24 Budget.

The meeting was adjourned at 6:50 p.m.

THIS PAGE LEFT BLANK INTENTIONALLY



DATE: May 15, 2023

TO: Transportation Authority of Marin Citizens' Oversight Committee

FROM: Anne Richman, Executive Director
Derek McGill, Director of Planning

SUBJECT: TAM Equity Statement and Action Plan (Discussion), Agenda Item No. 5

RECOMMENDATION

This item is for discussion only.

BACKGROUND

Since its inception in 2004, TAM has focused on delivering transportation improvements for residents, workers and visitors in Marin County. This focus has been articulated in many of TAM's plans and efforts, including mission statement, expenditure plans and vision plans.

To reflect the needs of Equity Priority Communities (EPCs) and underserved populations, TAM manages the Community Based Transportation Plan (CBTP) process in Marin County, listening to the needs articulated by residents, working with the communities to prioritize those needs, and elevating them to a countywide discussion. This process has resulted in successful delivery of community priorities in the Canal Neighborhood, Marin City and Novato.

Additionally, TAM has long prioritized community outreach and support, resulting in successful ongoing implementation of the Safe Routes to Schools (SR2S) Program, funding for safe pathways for active transportation, and support for senior and disabled population mobility through Measure AA and Measure B programs managed by Marin Transit.

In June 2020 and again in July 2021, staff presented a discussion on the impacts of the pandemic on various transportation projects/programs and noted the social justice movements underway and the renewed focus of planning for equity. The TAM Board encouraged staff to further develop an approach to equity, and staff has been working to advance these efforts.

The Metropolitan Transportation Commission (MTC) supports these efforts with regional equity analysis and an Equity Framework. Through Plan Bay Area, MTC uses data from the American Community Survey to identify census tracts that have significant concentration of underserved populations, such as households with low incomes and people of color. This regional definition uses the following factors:

- People of Color (70% threshold)
- Low-Income (less than 200% of Fed. poverty level, 28% threshold)
- Level of English Proficiency (12% threshold)
- Seniors 75 Years and Over (8% threshold)

- Zero-Vehicle Households (15% threshold)
- Single Parent Households (18% threshold)
- People with a Disability (12% threshold)
- Rent-Burdened Households (14% threshold)

If a tract exceeds both threshold values for Low-Income and People of Color, shares or exceeds the threshold value for Low-Income, and also exceeds the threshold values for three or more variables, it is an EPC. In Marin County, this results in Marin City, the Canal Neighborhood, Southeast San Rafael, and Los Ranchitos defined as EPCs. The regional definition includes geographies that are not included in state definitions such as SB 535 and AB 1550 climate priority populations, which do not include any Marin County communities.

DISCUSSION/ANALYSIS

Building on TAM's support for equity and inclusion in the community engagement and planning process, staff has explored various ways to advance equity in TAM's internal operations, plan and program implementation, and community outreach and communications. An internal equity team has been developed to explore potential activities for advancing equity, and meetings with the Marin County Office of Equity, MTC and Marin Transit have also occurred to explore ways to partner and address this growing field.

At the October 27, 2022 TAM Board Meeting, the board adopted the draft TAM Equity Statement, included as Attachment A, to provide high-level policy guidance, and articulate a workplan with specific commitments to advance equity. Staff has shared this statement with MTC and the Marin County Office of Equity and no comments have been received at this time. The TAM Equity Statement is intended to be reviewed on a regular basis, and inform upcoming planning activities, specifically TAM's Countywide Transportation Plan (CTP).

Through the Board and Committee review, Board members noted limitations with the regional EPC definition and lack of context to Marin's population or communities. TAM has historically recognized that EPCs or regional definitions do not fully represent the needs of our diverse communities and has explored other ways to represent these communities in the regional planning processes, including the CBTP planning process by including communities such as Novato that are not reflected in the regional EPC definition. It was also noted that community engagement should guide the development of the equity statement and the Board directed staff to revise the equity statement to reflect the draft nature of the statement, pending community engagement activities.

FISCAL CONSIDERATION

Based on the input received from the Board, the COC and other partner agencies, various action items may require funding to retain consultant or expert support, and those needs are included in the Adopted TAM FY2022-23 and Draft FY2023-24 TAM Annual Budgets.

NEXT STEPS

Staff will conduct activities identified in the Action Plan.

ATTACHMENTS

Attachment A – Draft TAM Equity Statement and Action Plan
Attachment B – Staff Presentation

TAM Equity Statement and Action Plan

October 2022

To help guide potential actions to advance equity in transportation, the following draft equity statement has been developed for consideration. Revisions to this statement are expected based on upcoming community engagement.

Equity Statement

As the Congestion Management Agency and Marin County’s Transportation Sales Tax Authority, the Transportation Authority of Marin (TAM) recognizes the diverse needs of our communities including but not limited to, communities of color, low income, and historically marginalized populations.

TAM’s mission is to advance mobility and access for all in Marin County. TAM acknowledges the responsibility to serve historically underserved populations and enable communities to access equitable opportunities and achieve positive outcomes.

TAM is committed to advancing equity, civil rights, social and environmental justice in all of our practices including policies, programs, funding, projects, and operations.

Action Plan

To guide implementation of the equity statement, the following actions have been identified:

- Assess Internal Operations:
 - Review internal operations including training, contracts, hiring and other human resource policies and operational practices.
 - Review TAM Advisory Committee representation (including the Bike and Pedestrian Advisory Committee and Citizens’ Oversight Committee) to ensure committees fully reflect the local communities.

- Engage All Members of Our Communities:
 - Develop a community engagement plan that reflects input from a diverse set of residents, including populations identified above.
 - Conduct robust community engagement and capacity building through TAM projects and programs, with specific attention to regionally defined Equity Priority Communities and communities with similar demographics.

- Review Investments and Plan for Implementation:
 - Conduct a baseline investment equity review to establish historical investment levels and practices.
 - Explore options to update the Community Based Transportation Plan (CBTP) development process for future CBTPs.
 - Develop a Countywide Transportation Plan (CTP) that articulates the needs of our communities and prioritizes actions that address equity.
 - Explore development of an equity working group consisting of members of the community to refine the CTP workplan and identify areas of focus.
 - Create a data driven approach to addressing equity including developing criteria and metrics to assess programs and projects and measure progress in addressing equity.

- Commit to Accountability:
 - Hold ourselves accountable by reporting regularly to the Board and to the public on progress as staff works to fulfill the commitment made.
 - Commit to regular review and potential revisions to the Equity Statement, in conjunction with the Board and the communities we serve, to ensure that it remains relevant, viable, and forward-looking.



Item 5 - Attachment B

TAM's Equity Statement and Action Plan

Citizens' Oversight Committee Meeting

Derek McGill, Director of Planning

May 15, 2023

Planning Context

TAM Mission Statement (2004)

The Transportation Authority of Marin (TAM) is dedicated to making the most of Marin County transportation dollars and creating an efficient and effective transportation system that promotes mobility and accessibility by providing a variety of high-quality transportation options *to all users*.

TAM Community Based Transportation Plans (CBTP) 2004-current

A collaborative planning process that involves residents in minority and low-income communities, community and faith-based organizations that serve them, local jurisdictions, and transportation agencies including transit operators. The outcome is a plan that includes locally identified transportation needs, as well as solutions to address them.

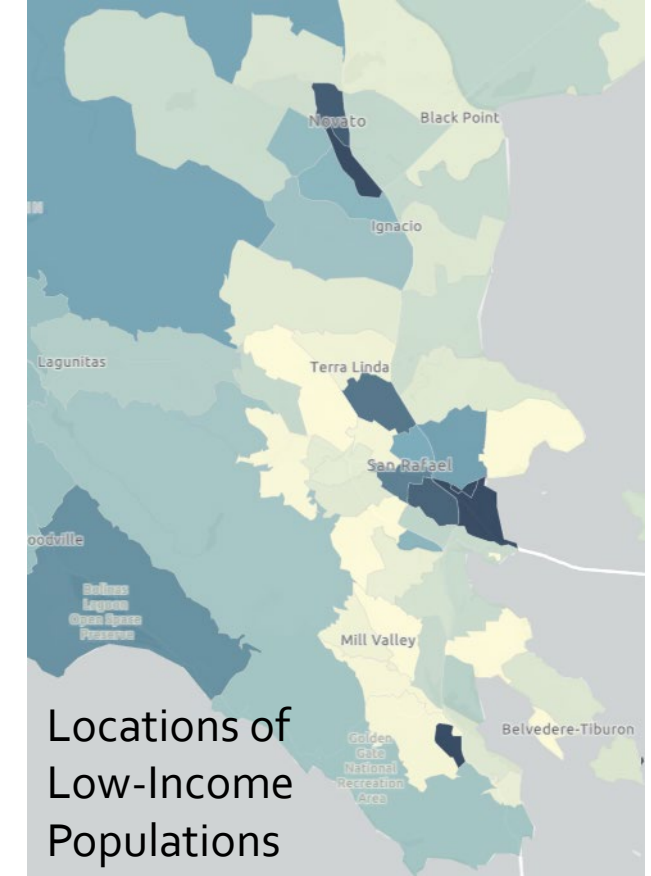
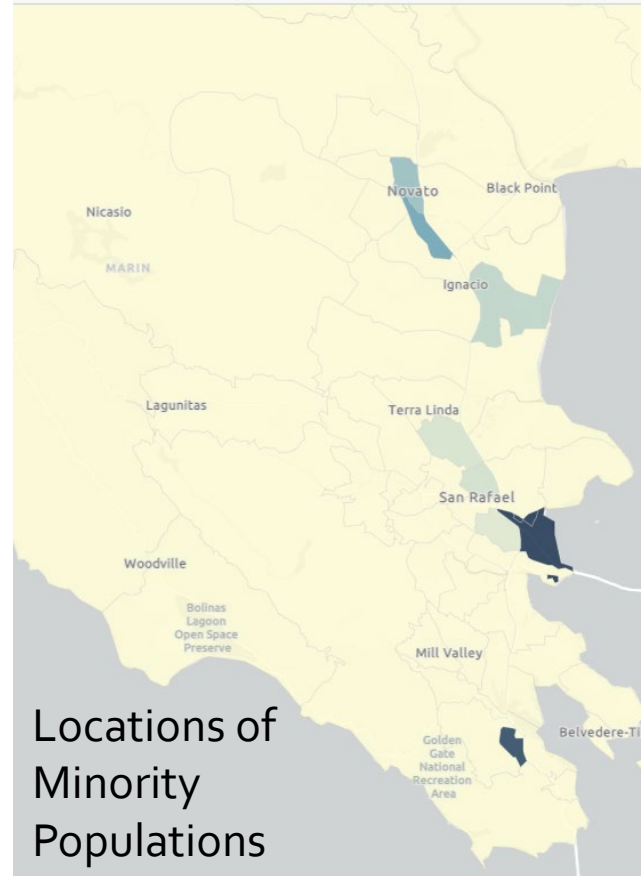
TAM Strategic Vision Plan (2017)

Vision Statement – TAM’s vision is to have an efficient and effective transportation system, one that enhances our scenic environment, provides *equity for all of our users (including our vulnerable populations)*, and grows our economy for our residents, visitors, and workforce.

Equity Goal – Maximize mobility for all people; and Objective – Enhance mobility and access for all.

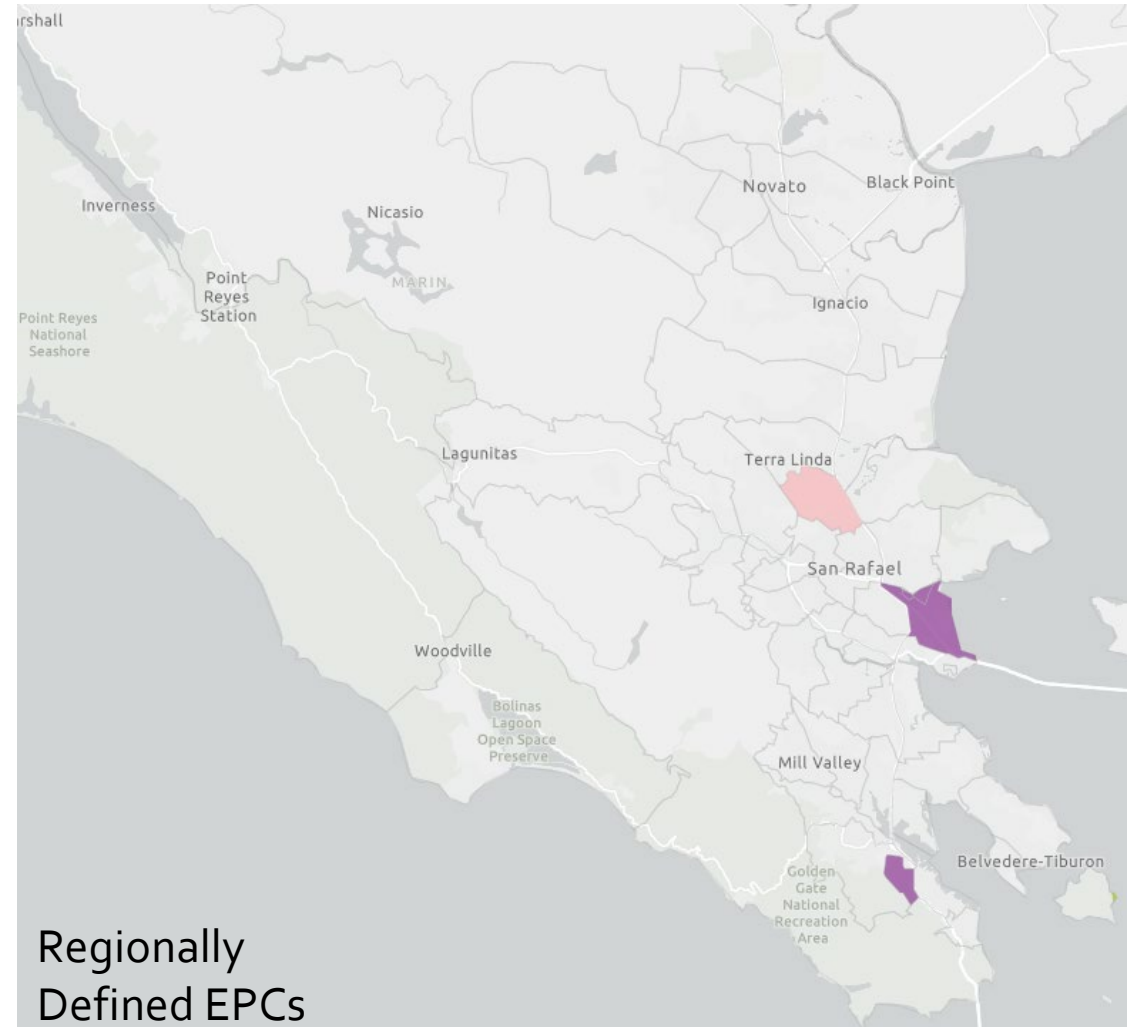
MTC Equity Priority Communities

- MTC uses data from the American Community Survey to identify communities (census tracts) that may have historically faced disadvantage and underinvestment due to their background or socioeconomic status.
- MTC measures eight variables:
 - People of Color
 - Low-Income
 - Level of English Proficiency
 - Seniors 75 Years and Over
 - Zero-Vehicle Households
 - Single Parent Families
 - People with a Disability
 - Rent-Burdened Households



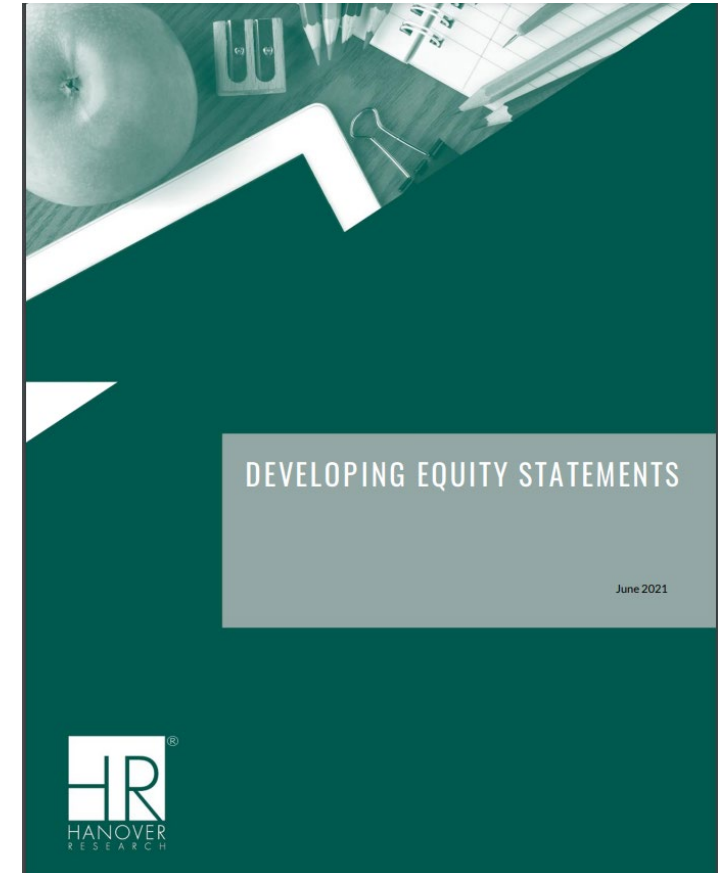
MTC Equity Priority Communities

- EPCs in Marin County:
 - Marin City
 - Canal Neighborhood
 - Southeast San Rafael
 - Los Ranchitos (new in PBA 2050)
- Other Regional and State Definitions include:
 - BAAQMD CARE Communities
 - SB 535 Disadvantaged Community Designations
 - AB 1550 Climate Priority Populations
- Limitations of EPC definition
 - Census Tract Boundaries
 - Issues exist outside identified geographies
 - More analysis and discussion needed for Marin Context
 - TAM has expanded CTBP efforts beyond EPCs in the past



Development of Equity Statement

- June 2020 and July 2021 TAM Board discussions on Pandemic Impact/Recovery
- Review of Local Jurisdictions' Diversity, Equity and Inclusivity Statements
- Collected County Transportation Agency Equity Statements
- Meetings with MTC, Marin County Office of Equity, Marin Transit
- Equity statement developed to guide actions
- Not static, expectation of further refining Equity Statement based on community conversations
- Action Plan articulates actions for implementation



TAM Equity Statement

Draft statement will be revised based on community dialogue

Define { As the Congestion Management Agency and Marin County’s Transportation Sales Tax Authority, the Transportation Authority of Marin (TAM) recognizes the diverse needs of our communities including but not limited to, communities of color, low income, and historically marginalized populations.

Acknowledge TAM’s Role { TAM’s mission is to advance mobility and access for all in Marin County. TAM acknowledges the responsibility to serve historically underserved populations and enable communities to access equitable opportunities and achieve positive outcomes.

Commitment { TAM is committed to advancing equity, civil rights, social and environmental justice in all of our practices including policies, programs, funding, projects, and operations.

Action Plan



- Carries the equity statement into implementation
- Action plan will also be subject to community dialogue and input
- Grouped into four main areas:
 - Assess Internal Operations (Two Actions)
 - Engage All Members of the Community (Two Actions)
 - Review Investments and Plan for Implementation (Five Actions)
 - Commit to Accountability (Two Actions)

Assess Internal Operations

- Review internal operations including training, contracts, hiring and other human resource policies and operational practices.
- Review TAM Advisory Committee representation (including the Bike and Pedestrian Advisory Committee and Citizens' Oversight Committee) to ensure committees fully reflect the local communities.



Making the Most of Marin County Transportation Dollars

Engage All Members of the Community

- Develop a community engagement plan that reflects input from a diverse set of residents.
- Conduct robust community engagement and capacity building through TAM projects and programs, with specific attention to regionally defined EPCs and communities with similar demographics.



Review Investments and Plan for Implementation

- Conduct a baseline investment equity review to establish historical investment levels and practices.
- Explore options to update the Community Based Transportation Plan (CBTP) development process for future CBTPs.
- Develop a Countywide Transportation Plan (CTP) that articulates the needs of our communities and prioritizes actions that address equity.
 - Explore development of an equity working group consisting of members of the community to refine the CTP workplan and identify areas of focus.
 - Create a data driven approach to addressing equity including developing criteria and metrics to assess programs and projects and measure progress in addressing equity.

Accountability

- Hold ourselves accountable by reporting regularly to the Board and to the public on progress as staff works to fulfill the commitment made here.
- Commit to regular review and potential revisions to the Equity Statement, in conjunction with the Board and the community we serve, to ensure that it remains relevant, viable, and forward-looking.



Making the Most of Marin County Transportation Dollars

Board Feedback & Next Steps

- Board Feedback
 - Generally Positive
 - Expand beyond EPC definitions to reflect Marin context
- Next Steps & COC Input
 - Staff will begin implementation & Community Engagement
 - Equity Statement and action plan are expected to be revisited as needed
- Upcoming Activities
 - CBTP Development
 - CTP Development

Questions?

Thank you!

Director of Planning
dmcgill@tam.ca.gov

THIS PAGE LEFT BLANK INTENTIONALLY



DATE: May 15, 2023

TO: Transportation Authority of Marin Citizens' Oversight Committee

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

SUBJECT: Review the Draft TAM FY2023-24 Annual Budget (Discussion), Agenda Item No. 6

RECOMMENDATION

The Citizens' Oversight Committee (COC) reviews the Proposed TAM FY2023-24 Annual Budget and provides input. Any input from the COC will be incorporated into the final draft that will be presented to the TAM Board for adoption at its June 22, 2023 meeting.

BACKGROUND

Pursuant to Article VI, Section 106.1 of the TAM Administrative Code, no later than its June meeting of each year, the TAM Board shall adopt the annual budget for the following fiscal year. A minimum thirty-day public inspection period and a public hearing are also required as part of the budget approval process.

Staff started the development process for the FY2023-24 Annual Budget in February, and the TAM Board approved the recommended Measure A/AA ½-Cent Transportation Sales Tax and the Measure B \$10 Vehicle Registration Fee (VRF) revenue levels and the budget development schedule at its March 23, 2023 meeting. Prior to the final adoption of the Budget, in addition to the COC review, the Draft FY2023-24 Annual Budget will also be shared with the Marin Managers Association (MMA) for its review and comment during May 2023. The TAM Board is scheduled to review and adopt the Proposed FY2023-24 Annual Budget at its June 22, 2023 meeting.

DISCUSSION/ANALYSIS

FY2023-24 Annual Budget Report Structure:

TAM's annual budget report includes four main sections, which along with the appendices, provide the Board and the public in Marin a comprehensive picture of all revenue and expenditure activities related to work items planned for the upcoming year, and gives the readers an overview of the agency's short-term financial situation and project and program delivery priorities.

The four main sections of the annual budget report are:

- Executive Director's Message – overview of TAM's budget situation and highlighting major goals and work anticipated for the upcoming year;
- TAM Budget Process General Overview – overview of TAM's budget process and related policies;
- FY2023-24 Annual Budget Process and Highlights – overview of all revenue and expenditure budget line items that are proposed for the fiscal year;

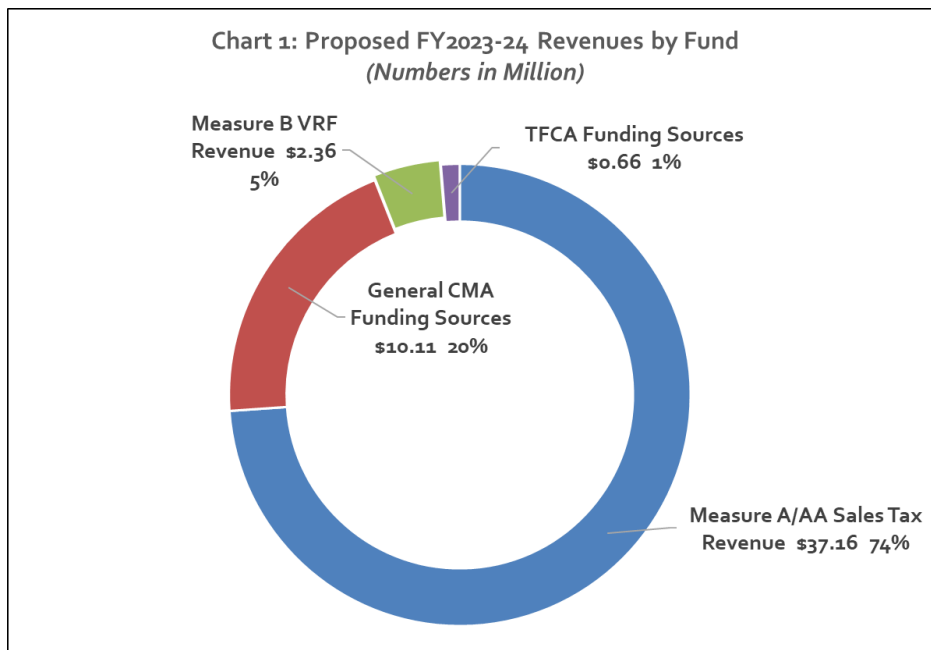
- FY2023-24 Work Plans by Function – overview and highlighted work items for the fiscal year period for each functional group in the agency.

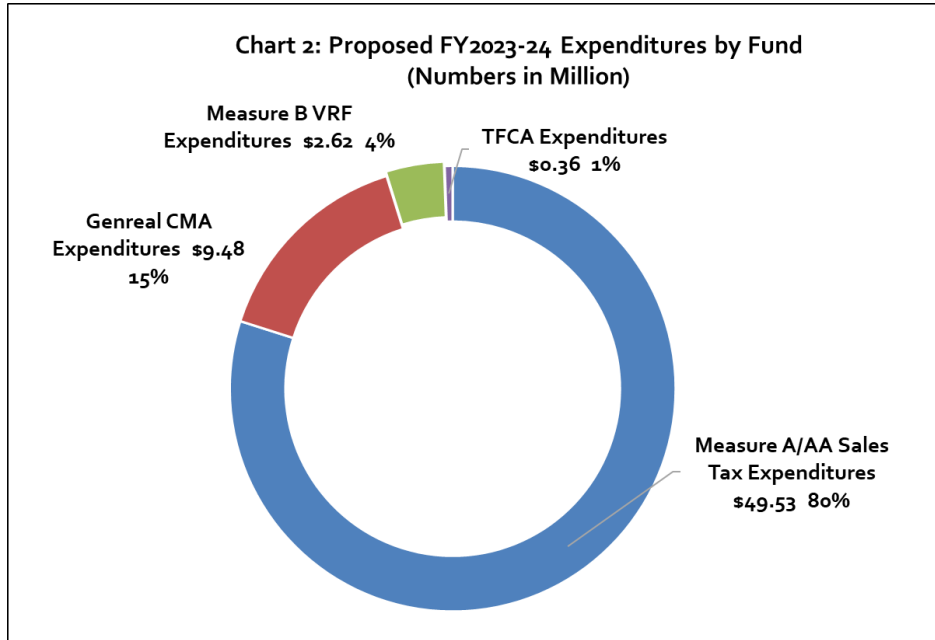
TAM's annual budget development process allows the agency to create the plan for its agency operations and project/program management and delivery, as well as funding allocations to various project sponsors for the upcoming fiscal year. The process by nature requires the use of various assumptions to project into the future in terms of revenue collections and operational, project and program expenditures.

Draft FY2023-24 Annual Budget Overview:

While all detailed budget information is included in Attachment 1: Draft TAM FY2023-24 Annual Budget for COC review and public comment, the following two charts present the total revenues and expenditures for the upcoming year. In summary, TAM's total revenue for FY2023-24 is expected to be \$50.28 million and total expenditure is expected to be \$61.98 million based on current project/program delivery schedules.

As the funding agency that collects the Measure A/AA, Measure B, and the Transportation Fund for Clean Air (TFCA) fund sources in cash but funds most projects/programs on a reimbursement basis, TAM's annual expenditures rely heavily on the project/program delivery plans and schedules managed both in-house and by various partner agencies. Having budgeted expenditures greater than revenues in some years is simply because TAM and its partner agencies are using accumulated fund balances from prior years to deliver more projects and programs in that particular year. Based on the proposed revenues and expenditures for FY2023-24, TAM will spend \$11.70 million more than it will collect in revenue and end the year with a fund balance of \$29.74 million. The charts below illustrate the proposed revenues and expenditures for FY2023-24 by the major governmental funds TAM controls.





Ongoing revenue challenges and new funding opportunities, as well as the proposed operating and salary/benefit changes for the upcoming year, are summarized below for your review and discussion.

Ongoing Uncertainties with the Sales Tax Revenue

As reported to the COC and Board at their March, 2023 meetings, even though based on the current cash disbursements and economic condition, staff is confident that TAM's Measure A/AA revenue collection will make another new high record at \$35.5 million for FY2022-23, and projected another slight 0.5% revenue increase for FY2023-24 at \$35.68 million, the many uncertainties both globally and nationally are casting a huge shadow on the economic future for all. More economists are seeing an increased chance that the U.S. economy will sink into a recession this year as a result of interest rate hikes, high inflation, end of fiscal stimulus, weak export markets abroad, and global political instability. While it is still highly likely that Marin's sales tax revenue will not suffer in the upcoming year due to the demographic and economic nature of the County, staff will closely monitor all indicators and update the Board with any warning signs.

Continuing Decrease of the Vehicle Registration Fee Revenue

As reported to the COC and Board in March 2023, the number of registered vehicles in Marin has been dropping in the last 3 years. Uncertainties with the continuation of remote work arrangements, travel habits, future commute patterns, high gas price and supply chain pressure all have potential impacts on personal vehicle replacement and purchase decisions, as well as with Marin's apparent population decline. Based on all those factors, the downward trend of VRF revenue is not expected to change in the near future.

Resolution of the Legal Case Against Regional Measure 3 (RM3)

After almost five years of waiting, transportation partners in the Bay Area can finally access the funds raised through RM3, after the California Supreme Court's dismissal in January of this year of the lawsuit filed by Howard Jarvis Taxpayers Association. Staff from the Metropolitan Transportation Commission (MTC) is working out the details of the allocation as well as reimbursement processes for the funding promises that TAM received under the Letter of No Prejudice (LONP) process for two of the highest priority projects in Marin that TAM manages directly: the US 101/I-580 Multi-Modal and Local Access Improvement Project (\$135 million designated in RM3), and the Marin-Sonoma Narrows (MSN) Project (total of \$120 million for the whole corridor designed in RM3). Meanwhile, TAM staff has assumed direct spending and expected reimbursement of the RM3 funding for both projects in the Draft FY2023-24

Annual Budget and will update those numbers accordingly when more clear guidelines from MTC become available.

It is also worth noting that RM3 included a few regional competitive programs, for which Marin projects may be eligible. TAM will monitor these programs as they are developed by MTC with an eye toward any applicable funding opportunities.

Development of Long-term City/County CMA Fee Agreement

To support the essential functions TAM carries out as the Congestion Management Agency (CMA) for the County, all local jurisdictions in Marin, including the County, have been making an annual formula-based (calculated based on 50% population and 50% lane miles share) fee contribution to TAM since the formation of the CMA. In FY2005-06, with the full start of the Measure A ½-Cent Transportation Sales Tax program/projects, the City/County fee was increased to \$430,000 (from \$350,000) annually to help cover the cost of additional functions TAM took on both as the CMA and the sales tax administration agency of Marin, and to provide the matching funds needed for various fund sources. The fee was maintained at \$430,000 for 10 years, until 2015, when all local jurisdictions agreed to a temporary 30% (\$129,000 per year) increase over a 5-year period, to support several critical county-wide transportation efforts. The temporary increase took effect in FY2015-16 and expired in FY2019-20.

TAM and MMA reached a long-term fee structure agreement in early 2022 and are currently in the process of finalizing the new City/County CMA Fee Funding Agreement between TAM and all the member agencies. The new long-term fee structure started with a \$550,000 base amount for FY2022-23 which then grows annually by the Bay Area Consumer Price Index (CPI). Based on the new agreement, the FY2023-24 City/County CMA fee is set at \$576,950.

Funding Opportunities to Focus on

While the pandemic has caused significant interruption and uncertainties at all levels, it also created funding opportunities through various stimulus programs and coincided with other new grant opportunities. Staff has been actively pursuing those funding opportunities and will continue to focus on competing for any new available funding sources in the upcoming year to bring in more dollars for critical transportation projects and programs in Marin.

Congress reintroduced earmark funding in FY2021-22 after a decade-long moratorium. The current iteration of earmark funding is referred to as "Community Projects" and "Member Projects." Various Marin agencies have been awarded grants for projects and programs in recent cycles and TAM will continue to work with local agencies to advocate for Marin's transportation project/program needs.

On the State side, the FY2022-23 California State Budget also included earmarks for certain projects, and TAM was named as the recipient of two of these state earmarks:

- \$10 million for mitigation of roadway flooding in Marin City
- \$20 million for design of SR37 Segment A early phase project (pending completion of environmental)

Another competitive funding opportunity is the Active Transportation Program (ATP). The following Marin projects received fund awards from ATP Cycle 6 in 2022-23. Both the State and regional amounts from Cycle 6 represent the most available funds from any previous cycles of ATP due to the one-time infusions from the record State surplus funds in 2021 and 2022 and the federal Infrastructure Investment and Jobs Act (IIJA).

- San Rafael's Canal Crossing Project for \$3,925,000,
- San Rafael's Canal Neighborhood Active Transportation Enhancements Project for \$4,123,000

- Corte Madera's Central Marin Regional Pathways Gap Closure Project for \$1,500,000

FY2022-23 was also the commencement of Cycle 3 of the One Bay Area Grant Program (OBAG 3). OBAG 3 distributes federal transportation funds from the IJJA. OBAG 3 funds are programmed over a four-year period from FY2022-23 to FY2025-26 and the following Marin projects are being awarded funds:

- San Rafael's Canal Area PDA Study (\$797,000)
- Marin Transit's Corridor Improvements (\$1,600,000)
- Sausalito's Bridgeway Bike Lane Project – Princess Street to Richardson (\$505,000)
- San Rafael's Northgate Area PDA Study (\$797,000)
- San Rafael's Second and Fourth Street Intersection Improvements (\$3,051,000)
- SMART's Pathway-Great Redwood Trail – Novato Hannah Ranch Road to Rowland (\$1,000,000)
- Corte Madera's Paradise Drive (\$2,056,000)
- TAM's Countywide Transportation Plan (\$400,000)

In addition, TAM is slated to receive \$3.45 million for CMA Planning Activities over the OBAG 3 period. In total, between the ATP and OBAG programs, Marin projects are slated to receive about \$20 million.

In early 2023, TAM and Marin Transit were awarded a \$1.25 million grant from MTC to support development of a Part-Time Transit Lane (PTTL, sometimes also called Bus on Shoulder) project on Southbound U.S. 101 between San Rafael and Novato. This effort follows a feasibility study that TAM completed which showed benefits to transit including travel time savings from a PTTL.

TAM also applied for the following grants from MTC and the State and expects to hear back as to awards later in the Spring or Summer:

- MTC Mobility Hubs Planning: \$400,000
- Caltrans Planning Grant for development of a Countywide Vehicle Miles Travelled Mitigation Toolkit: \$ 500,000.

Staff has submitted a \$6.8 million grant application for the federal Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Program for the Bellam Boulevard Improvement Project and is expecting award results around June.

Staff is also working on the recently announced funding opportunity for EV Charging and Fueling Infrastructure (CFI) grant program available from the U.S. Department of Transportation (USDOT). TAM is working in cooperation with various partners to identify the needs and locations in Marin, and TAM also is considering providing a portion of the required local matching funds through the Measure B VRF Program to support this high priority effort.

It is also expected that MTC and the Bay Area Air Quality Management District (BAAQMD) will release grant applications for Transportation Electrification funds later in the Summer, and other IJJA programs will roll out throughout the year.

While most of the funding awards will go directly to the project sponsors and have no impacts on TAM's upcoming year budget, the ones that TAM receives directly have been included in the proposed FY2023-24 Annual Budget as of June or will be incorporated into the Adopted Annual Budget during the budget amendments process throughout the year. Please also note that that for the funding/earmarks awards that TAM receives directly, only the expected expenditures for the upcoming fiscal year are included in the budget, rather than the entire amounts.

Proposed FY2023-24 Annual Cost of Living Adjustment (COLA)

During the FY2021-22 Annual Budget approval process, the TAM Board approved the following long-term COLA adjustment policy: Annual COLA ties to Consumer Price Index (CPI) for the San Francisco Bay Area but capped at the sales tax revenue growth rate and no COLA adjustment during the years the sales tax revenues decrease.

The most recent February 2023 Consumer Price Index for All Urban Consumers (CPI-U) released for the San Francisco-Oakland-Hayward Urban Area by the Bureau of Labor Statistics (BLS) is at 5.3%. However, having the agency's long-term financial health as the priority, staff is recommending capping the COLA increase requested at 3.5% for FY2023-24. As part of the review process, staff surveyed 13 agencies and received 11 responses as of May 9. 8 agencies out of the 11 that have responded to TAM's survey are in the process of finalizing their FY2023-24 COLA recommendations, with 2 at 2.5%, 1 at 3%, 3 at 3.5%, 1 at 4% and 1 at 4.5%, with the other 3 still in the review or negotiation process with no recommended numbers.

FISCAL CONSIDERATION

Expected revenue collection and reimbursement for FY2023-24 is \$50.28 million while the proposed expenditure is \$61.98 million. TAM's fund balance will be reduced by \$11.70 million but will remain positive at \$29.52 million by the end of FY2023-24.

NEXT STEPS

The TAM Board will review and release the budget for public comment at its May 25, 2023 meeting. Staff will continue to review comments from various sources and new revenue and expenditure information and update the draft budget when necessary. Any changes since the release of public comment in May will be reported at the June 22, 2023 TAM Board Meeting. The TAM Board will conduct a public hearing prior to the final adoption of the FY2023-24 Annual Budget at its June Meeting.

ATTACHMENTS

Attachment A – Draft TAM FY2023-24 Annual Budget
Attachment B – Staff Presentation

Transportation Authority of Marin

Fiscal Year 2023-24
Annual Budget – DRAFT



Making the Most of Marin County Transportation Dollars

Table of Contents

Executive Director’s Message	1
TAM Budget Process General Overview	2
About TAM	2
Budget Adoption and Amendment Policies	2
Budget Development Process and Timeline	2
An Historic Overview of TAM’s Budget	3
FY2023-24 Annual Budget Process and Highlights	4
Budget Summary	4
FY2023-24 Revenue Overview	4
FY2023-24 Expenditure Overview	7
FY2023-24 Annual Budget by Fund	15
Measure A/AA Sales Tax Fund Budget.....	15
Measure B Fund Budget	15
CMA Fund Budget.....	15
TFCA Fund Budget.....	15
FY2023-24 Appropriation Limit	24
FY2023-24 Work Plans by Function	25
Administration & Finance Function:	26
Public Information and Outreach Function:	27
Planning and Program Management:	28
Programming & Legislation Function:.....	30
Project Management and Delivery Function:.....	31
Appendix: FY2023-24 Classification & Salary Range.....	33

Executive Director's Message

I am pleased to present TAM's Annual Budget for the 2023-24 Fiscal Year. The Annual Budget provides a thorough picture of TAM's expected revenues and expenditures to plan, fund, manage and construct priority transportation programs and projects for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024.

This year TAM looks forward to continuing to deliver the projects and programs outlined in the voter-approved Expenditure Plans for Marin's transportation funding, including supporting our local partner agencies. In addition, TAM continues to adapt to the post-pandemic world, with changes to the local transportation system, economy and employment, a growing focus on equity, new methods of outreach, and many other effects. At the same time, there is still a need to plan for the future.

In that context, TAM will embark on our first Countywide Transportation Plan with extensive outreach and public engagement to set a path for needed transportation improvements, priorities and policies for Marin County. This comprehensive planning effort will also help develop strategies for greater inclusivity and engagement to enhance equity. TAM will also begin a targeted, technical study to identify potential solutions and options to address future Sea Level Rise and the interaction with our transportation systems. We will also continue to focus on reducing emissions from, and reliance on, single occupant vehicles through innovative programs including the Marin Commutes Program offering rewards for carpooling, walking, biking and taking transit.

Major capital improvement projects will continue to make progress, including entering the second year of construction for the final highway segment of the Marin-Sonoma Narrows, beginning the environmental studies for the US 101/I-580 Multi-Modal and Local Access Improvement Project, and initiating detailed planning for three interchanges along US 101 in Marin: SR 131 Tiburon Blvd./East Blithedale Ave., Manuel T. Freitas Parkway/Civic Center Dr., and Alameda del Prado/Nave Drive. We will also continue our focus on community projects including local bicycle and pedestrian improvements, and on advancing the planning and design for Part-Time Transit Lanes (aka Bus on Shoulder), to improve transit reliability and travel time.

We will also continue providing the funding and oversight for programs and services that are at the core of our local transportation and mobility network, including Marin Transit and Marin Access, Safe Routes to Schools, and our locally funded Crossing Guard program. The Alternative Fuels program is supporting schools, agencies, and jurisdictions to help create a clean fuel future, and this year will host a Clean Fuel Expo to showcase light and heavyweight vehicles of the future.

This budget document provides a clear fiscal plan for the TAM Board of Commissioners and the public. It defines the revenue from local, state, and federal resources, and outlines the expenditures that we anticipate for Marin's transportation priorities.

We thank our community for working with TAM to help fund transportation enhancements and move Marin forward.

In partnership,

Anne Richman

TAM Budget Process General Overview

About TAM

The Transportation Authority of Marin (TAM) was established by Marin County voters to support transportation projects and programs that make the County easier, cleaner and safer for all to live, work and play. TAM also serves as Marin's Congestion Management Agency (CMA) and is responsible for coordinating funding for many of the transportation projects and programs in the County, including various local, regional, state, and federal funds.

The TAM Board of Commissioners includes the five members of the County Board of Supervisors and a councilmember from each city and town. (A list of TAM's current Board members is included as Appendix 1.) TAM administers the expenditure plans for Measure A (2004), the original 20-year ½-Cent Transportation Sales Tax; Measure AA (2018), the 30-year renewal of the ½-Cent Transportation Sales Tax; and Measure B (2010), the \$10 Vehicle Registration Fee (VRF). These revenue sources are dedicated to transportation projects and programs in Marin and were approved by the Marin voters.

Mission Statement - TAM is dedicated to making the most of Marin County transportation dollars and creating an efficient and effective transportation system that promotes mobility and accessibility by providing a variety of high-quality transportation options to all users.

Budget Adoption and Amendment Policies

Pursuant to Article VI, Section 106.1 of the TAM Administrative Code, each year no later than its June meeting, the Board shall adopt the Annual Budget(s) for the ensuing fiscal year. Approval by a majority of the Commissioners is required for the adoption of the Annual Budget. In accordance with Section 180108 of the Public Utilities Code governing Local Transportation Authorities including TAM, notice of the time and place of a public hearing on the adoption of the Annual Budget shall be published pursuant to Section 6061 of the California Government Code not later than the 15th day prior to the date of the hearing. A preliminary proposed annual budget shall be available for public inspection at least 30 days prior to adoption.

In the event that total expenditures for the annual budget have to increase due to special circumstances, prior approval from the Board is required. In the event that total expenditures within one or more category(ies) are projected to be greater than the budgetary authority, a transfer of budgeted funds from other category(ies) may be processed as long as sufficient savings can be identified for transfers to the category(ies) in need. The Executive Director shall be authorized to approve budget transfers among categories if the dollar amount is equal or less than 5% of the total budget authority of the category from which funds will be reduced. Any transfer among categories that is greater than 5% of the total budget authority of the category from which funds will be reduced must receive prior approval from the Board. The Executive Director shall be authorized to approve all budget transfers among line items within the same category. Any transfer related to the Measure A/AA ½-Cent Transportation Sales Tax and Measure B \$10 VRF funds shall be effectuated according to the Policy and Procedures specified in the Expenditure Plans and currently adopted Strategic Plans.

Budget Development Process and Timeline

TAM's annual budget development process begins in late February/early March with a kickoff meeting with all staff that are involved in the annual budget process. In March, revenue estimates for the Measure A/Measure AA ½-Cent Transportation Sales Tax and Measure B \$10 VRF funds are prepared based on economic analyses

and presented to the TAM Board for consideration. The draft annual budget is presented to the TAM Board and released for public comments in May and the final budget is adopted at the June Board meeting.

An Historic Overview of TAM’s Budget

A five-year historic look at TAM’s actual revenue, expenditure, and fund balance, with a comparison to the estimated actuals of the current fiscal year, FY2022-23, is presented below to provide an overview of the collection of revenues as well as delivery of projects/programs over the past few years. Over the years, TAM and its partner agencies have increased delivery of several major projects/programs, mostly under the Measure A/AA Sales Tax Projects/Programs and the Interagency Agreements Categories. TAM’s ending fund balance at the end of FY2022-23 is expected to be around \$41.44 million.

	FY2017-18 Actual	FY2018-19 Actual	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Actual	FY2022-23 Estimated
Revenues						
<i>Measure A/AA Sales Tax Revenue</i>	27,507,852	28,976,082	27,345,662	30,832,521	34,754,393	35,500,000
<i>Measure B VRF Revenue</i>	2,386,486	2,417,118	2,327,292	2,404,319	2,311,091	2,300,000
<i>Cities/Town & County Contribution</i>	559,000	558,999	558,999	500,001	500,000	550,000
<i>Interest Earnings</i>	139,632	1,914,194	2,507,746	408,181	293,480	1,304,683
<i>BAAQMD/TFCA</i>	362,284	364,537	368,939	358,753	354,562	350,000
<i>Federal</i>	3,124,051	2,238,572	1,258,584	1,069,755	873,381	1,072,000
<i>State</i>	1,193,020	718,371	993,157	189,494	448,967	168,118
<i>Regional</i>	753,288	4,201,448	14,829	4,364,229	6,970,819	366,122
<i>Other Revenue</i>	337,770	-	-	1,262,593	92,974	159,000
Total Revenues	36,363,383	41,389,321	35,375,208	41,389,847	46,599,667	41,769,923
Expenditures						
<i>Administration</i>	3,058,896	3,378,703	3,154,149	3,051,241	3,109,702	3,432,952
<i>Professional Services</i>	2,803,406	4,216,373	2,629,748	1,196,698	939,034	759,144
<i>Measure A Sales Tax Projects/Programs</i>	28,668,609	21,849,187	9,737,500	14,507,742	1,117,540	2,066,517
<i>Measure AA Sales Tax Projects/Programs</i>	-	182,971	17,396,486	20,345,625	21,987,567	33,784,795
<i>Measure B VRF Projects/Programs</i>	1,556,536	1,790,363	4,098,404	1,718,578	1,526,555	4,017,095
<i>Interagency Agreements</i>	5,855,948	3,992,151	535,629	6,686,595	7,783,208	1,695,927
<i>TFCA Programs/Projects</i>	176,392	66,388	366,676	1,310,733	362,625	219,000
Total Expenditures	42,119,787	35,476,136	37,918,592	48,817,212	36,826,231	45,975,429
Net Change in Fund Balance	(5,756,404)	5,913,185	(2,543,384)	(7,427,365)	9,773,436	(4,205,506)
Ending Fund Balance	39,933,631	45,846,816	43,303,432	35,876,067	45,649,503	41,443,996

FY2023-24 Annual Budget Process and Highlights

Staff officially started the FY2023-24 Annual Budget process with the in-house kickoff meeting on February 27, 2023. The following is the timeline for the FY2023-24 Annual Budget development:

March-June 2023	Budget and Work Plan Development/Review Work Process
March 2023	Review and Acceptance of Measure A/AA & B Revenue Levels
May 2023	Review and Release of Draft Budget for Comments
June 22, 2023	Public Hearing and Adoption of Final Budget

The FY2023-24 Annual Budget is presented in the comprehensive report to not only present a clear financial plan, but also to include the agency’s planning, project, communication and administrative work elements for the upcoming year.

While confident to report that the agency can still provide the necessary funding and cash flow support for the priority transportation projects/programs managed by TAM and by our partner agencies in the upcoming fiscal year, staff will closely monitor the economic uncertainty caused by rising inflation, supply chain pressure and geopolitical conflicts. TAM is committed to work diligently and effectively with all our local, regional, state and federal partners during this challenging time to protect and obtain valuable transportation funds for the County.

Budget Summary

TAM’s annual budget provides reasonable estimates for revenues and expenditures expected for the upcoming fiscal year. TAM’s total expected revenue for FY2023-24 is \$50.28 million and total expected expenditure is \$61.98 million. Revenues are presented in the budget by the source of funds, while expenditures are presented by main spending categories.

Please note that as a funding agency that collects the Measure A/AA ½-Cent Transportation Sales Tax, the Measure B \$10 Vehicle Registration Fee, as well as a few other small fund sources with advance payments, having budgeted expenditures over its budgeted revenues is not an alarming financial situation for TAM. When budgeted expenditures exceed budgeted revenues in certain years, it generally means that TAM and its partner agencies are using prior year accumulated fund balances to deliver more projects and programs in that particular year.

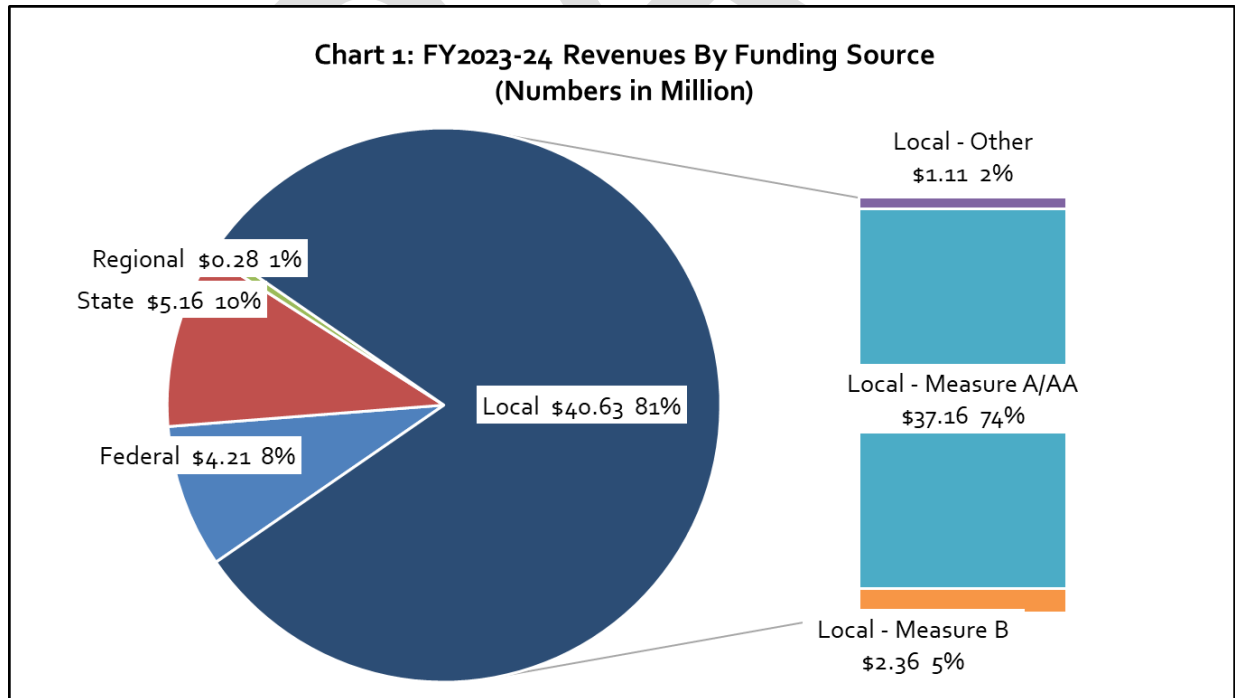
FY2023-24 Revenue Overview

As a transportation planning and funding agency, as well as the administrator of the Measure A/AA ½-Cent Transportation Sales Tax and the Measure B \$10 Vehicle Registration fee, the suite of funding sources TAM has to manage is complex. In FY2023-24, TAM is expecting a total of \$50.28 million in revenue. Table 1 and Chart 1 illustrate TAM’s revenues by funding sources.

Table 1: FY2023-24 Annual Budget – Revenue

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
Beginning Balance	35,876,066	45,649,498	45,649,498	41,443,992
Measure A/AA Sales Tax	34,754,393	34,850,000	35,500,000	35,680,000
Measure B Vehicle Registration Fee Revenue	2,311,091	2,300,000	2,300,000	2,250,000
Cities/Towns and County CMA Fee	500,000	550,000	550,000	576,950
Interest Revenue	293,480	250,000	1,304,683	1,770,500
MTC STP/CMAQ Planning & OBAG Grant Funds	850,748	1,228,121	1,000,000	1,524,234
MTC Regional Measure 3 Fund	-	-	-	2,666,507
CA State Earmark	-	-	-	3,000,000
State TDA Fund	274,062	-	105,000	83,000
Federal STP Fund	10,000	10,000	10,000	5,000
Highway Safety Improvement Program (HSIP)	12,633	72,000	62,000	10,000
Part Time Transit Lane Grant	-	-	-	404,648
Realized Highway 101 ROW Excess Fund	92,974	225,000	159,000	1,675,000
Marin Transportation For Clean Air Funding	354,562	350,000	350,000	350,000
Regional TFCA Competitive Grants	-	63,727	-	283,637
Expired Revenue Line Items	7,145,724	1,618,395	429,240	-
Total Revenue Available	46,599,666	41,517,243	41,769,923	50,279,477

The funding generated by all the voter-approval Expenditure Plans illustrates how important local revenues are to the transportation future of Marin County. As you can see in Chart 1, for FY2023-24, about 81% of the revenue that TAM expects is from voter approved local measures and interest earnings from the fund balances of those measures, with 74% from Measure A/AA ½-Cent Sales Tax revenue, and 5% from Measure B VRF revenue.



Measure A/AA ½-Cent Transportation Sales Tax Revenue

The voters' strong approval of Measure AA, the 30-year extension of the Measure A ½-Cent Transportation Sales Tax, in November 2018, marked the end of the collection of Measure A revenue on March 31, 2019 and launched the start of Measure AA revenue collection on April 1, 2019, with the exception of minor revenue adjustments to sales tax transactions that happened prior to April 1, 2019.

At the March 23, 2023 TAM Board meeting, staff recommended, and the TAM Board approved the \$35.68 million revenue level for the Measure A/AA 1/2-Cent Transportation Sales Tax for FY2023-24. The Board also approved the revised FY2022-23 revenue level from \$34.85 million to \$35.5 million since Marin's sales tax has experienced very healthy growth over the two years.

Measure B \$10 Vehicle Registration Fee (VRF) Revenue

As reported to the Board in March 2023, the number of registered vehicles in Marin County continues to drop in the last 3 years, which indicates a VRF revenue drop is expected for FY2022-23 and FY2023-24. Based on this, the budget level for the Measure B VRF revenue for FY2023-24 is set at \$2.25 million.

City/Town/County CMA Fee Contribution

With the recovery of the economy and the improvement of revenue situation for local jurisdictions, TAM staff and MMA reached agreement on the long-term fee structure early this year, which brought the fee structure in line with the efforts required to effectively support all local partners for their transportation project and program related needs. As allowed by the new funding agreement, the total CMA fee for FY2023-24 is set at \$576,950 after adjusting the \$550,000 base fee for FY2022-23 by the allowed Bay Area Consumer Price Index (CPI).

MTC STP/CMAQ Planning and OBAG Grant Funds

TAM received a share of planning funds consistent with recent years through the MTC One Bay Area Grants (OBAG) Cycle 2 and Cycle 3 processes. The current funding agreement with MTC covers the core CMA staffing and planning functions. It's a 10-year agreement which provides funds from FY2017-18 to FY2026-27. These revenue items are reimbursement based. About \$1.51 million in revenue is expected for this line item based on the work planned. The total realized revenue will depend on actual program and project expenditures in FY2023-24.

Regional Measure 3 Revenue

Staff from the Metropolitan Transportation Commission (MTC) is working out the details of the allocation and reimbursement processes for the funding promises that TAM received under the Letter of No Prejudice (LONP) process for two of the highest priority projects in Marin that TAM manages directly: the US 101/I-580 Multi-Modal and Local Access Improvement Project (\$135 million designated in RM3), and the Marin-Sonoma Narrows (MSN) Project (total of \$120 million for the whole corridor designed in RM3). Meanwhile, TAM staff has assumed directly spending and expected reimbursement of RM3 funding for both projects in the Draft FY2023-24 Annual Budget and will update those numbers accordingly when more clear guidelines from MTC become available. As of now, TAM expects a total of \$2.66 million in RM3 funds for the work related to the US 101/I-580 Multi-Modal and Local Access Improvement Project and MSN Project.

Transportation Funding for Clean Air

TAM receives 40% of the TFCA funds collected in Marin, a \$4 statewide vehicle registration fee, as Marin's local share every year. This fund is collected and distributed to TAM in advance every year. Based on the estimated revenue for FY2022-23, a total of \$0.35 million is estimated for FY2023-24.

TAM is also expecting to fully invoice and be reimbursed for the \$283,673 regional TFCA grant spent for the construction of the North-South Greenway Project.

Part-Time Transit Lane Grant

TAM, in partnership with Marin Transit, applied for and was awarded a total of \$1.11 million in Transit Performance Initiative (TPI) Investment Program funds from the Metropolitan Transportation Commission (MTC). About \$404,000 of the grant is expected to be spent and reimbursed in FY2023-24 for the preparation of a Project Initiation Document (PID) and the subsequent phase consisting of Project Approval and Environmental Document (PA/ED) of the Part-Time Transit Lane Project.

Caltrans Safe Roads Marin Grant

TAM received a \$72,000 grant from Caltrans for the safe roads study for the County and is expected to complete the work in FY2023-24.

Realized Highway 101 ROW Excess Fund

TAM programmed \$3.13 million of the total \$6.80 million of the excess right of way sale proceeds from the Highway 101 Gap Closure Project as part of the OBAG 2 process to various projects, and the remaining \$3.67 million to the Marin-Sonoma Narrows (MSN) Project. A total of \$1.68 million is expected to be spent in FY2023-24 to support the MSN B8 Project.

FY2023-24 Expenditure Overview

In FY2023-24, with the support and cooperation of our federal, state, regional and local partners, TAM is expected to deliver a total of \$61.98 million in projects, programs and services under the major spending categories of the agency: Administration; Professional Services, Measure A Sales Tax Programs/Projects; Measure AA Sales Tax Programs/Projects; Measure B VRF Programs; Interagency Agreements and TFCA Programs and Projects.

Administration

Proposed FY2023-24 total expenditure for the Administration Category is \$3.82 million, which is about \$192,000 (5.3%) higher than the FY2022-23 budgeted amount. The increase is mostly due to the salary and benefit cost change. A copy of TAM's current organization chart is included on Page 9 of the report.

2023 Cost of Living Adjustment (COLA)

Current TAM COLA policy allows staff an annual COLA increase based on the most recent CPI as of May each year, or sales tax growth rate from the prior year, whichever is lower. The most recent February 2023 Consumer Price Index for All Urban Consumers (CPI-U) released for the San Francisco-Oakland-Hayward Urban Area by the Bureau of Labor Statistics (BLS) is at 5.3%. However, having the agency's long-term financial health as the priority, staff is recommending capping the COLA increase requested at 3.5% for FY2023-24. As part of the review process, staff surveyed 13 agencies. 8 agencies out of the 11 that have responded to TAM's survey as of May 9 are in the process of finalizing their FY2023-24 COLA recommendations, with 2 at 2.5%, 1 at 3%, 3 at 3.5%, 1 at 4% and 1 at 4.5%.

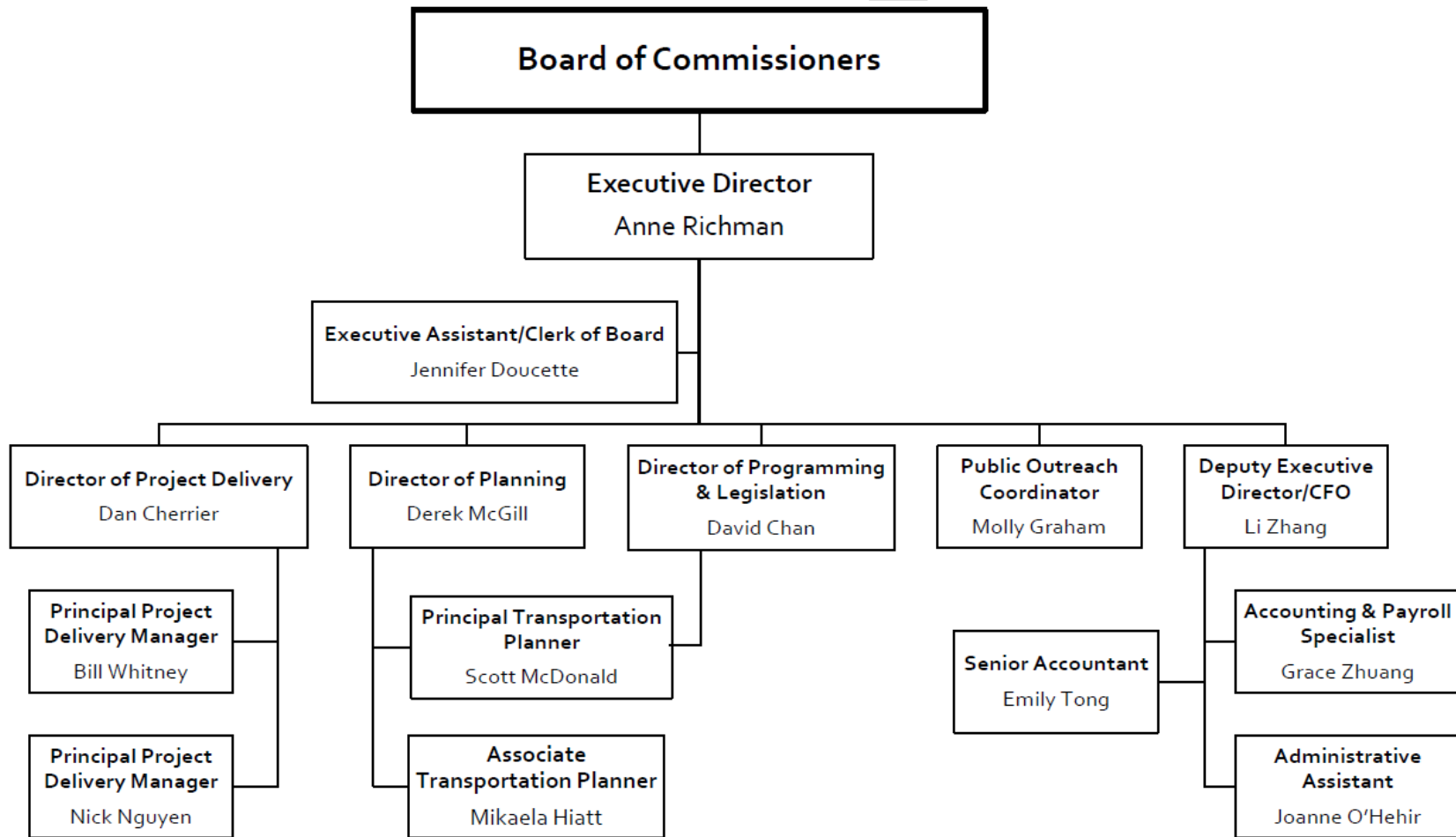
TAM will also soon start an agency-wide compensation study, which is expected to be completed by the end of 2023. Any potential compensation and benefit changes recommended as a result of the study will be presented to the Board for review and approval. All approved changes will be effective as of January 1, 2024 or as approved by the Board.

Table 2.1: FY2023-24 Annual Budget – Expenditure/Administration

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
Salaries & Benefits	2,643,127	2,979,000	2,929,612	3,167,466
Agency-Wide Classification Study	-	25,000	2,000	23,000
Office Lease	234,669	245,000	245,199	257,000
Agency IT Related Equipment Upgrade	10,785	40,000	20,213	30,000
Equipment Purchase/Lease	4,251	10,000	6,000	10,000
Telephone/Internet/Web Hosting Services	21,961	25,000	24,034	25,000
Office Supplies & Small Miscellaneous Items	28,330	25,000	39,847	40,000
Insurance	13,716	15,000	14,682	20,000
Financial Audit	20,000	23,000	20,000	25,000
Legal Services	10,020	35,000	5,000	35,000
Document/Video/Marketing Material Production	23,876	50,000	22,100	30,000
Memberships	13,752	34,500	38,500	45,000
Travel/Meetings/Conferences	17,539	26,500	20,500	26,000
Professional Development	5,745	5,000	5,000	7,500
Human Resources/Board Support	4,764	20,000	5,000	20,000
Information Technology Support	28,740	45,000	25,000	45,000
Annual Support & Upgrade of Financial System	6,898	10,000	8,000	10,000
Expired Expenditure Line Items	21,529	11,000	2,266	-
Subtotal, Administration	3,109,702	3,624,000	3,432,952	3,815,966

DRAFT

Chart 2: Transportation Authority of Marin Organization Chart
(As of May 2023)



Professional Services

The proposed FY2023-24 expenditure level for the Professional Services Category is \$4.49 million, which is \$2.85 million (170%) higher than the FY2022-23 budgeted amount. With the anticipation of RM3, state earmark for State Route 37 (SR 37) and potential federal grants, various work tasks for the Bellam Blvd. Improvement Project, US 101/I-580 Multi-Modal and Local Access Improvement Project, and SR-37 Segment A1 Design are scheduled to pick up in FY2023-24, along with continuing construction design support for the North-South Greenway Project, and the update of the Vision Plan/Countywide Transportation Plan.

Table 2.2: FY2023-24 Annual Budget – Expenditure/Professional Services

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
Bellam Blvd 101 Off-ramp Improvements - Design & Travel Model Maintenance & Update	33,532	700,000	70,000	900,000
Traffic Monitoring, Reporting & Travel Model Data	-	100,000	80,000	200,000
Project Management Oversight	52,441	75,000	110,000	150,000
101/I-580 Multi-modal and Local Access Improvements	106,836	140,000	190,000	1,660,000
State Legislative Assistance	44,100	46,200	46,200	60,000
Financial Advisor/Sales Tax Audit Services	17,718	10,000	24,000	25,000
Measure A/AA Sales Tax Compliance Audit	15,500	20,000	19,194	20,000
N/S Greenway - Construction Support	624,753	250,000	131,000	103,000
Public Outreach Service Support	-	40,000	12,000	20,000
Part Time Transit Lane	-	-	-	302,000
Countywide Transportation Plan	-	150,000	10,000	350,000
Local Road Safety Plan	-	72,000	62,000	10,000
SR-37 Segment A1 Design	-	-	-	500,000
Equity Framework	-	50,000	-	50,000
Expired Expenditure Line Items	44,154	10,000	4,750	-
Subtotal, Professional Services	939,034	1,663,200	759,144	4,490,000

Measure A Sales Tax Programs/Projects

The approval of the Measure AA ½-Cent Transportation Sales Tax Expenditure Plan by the Marin voters in November 2018 marked the end of Measure A revenue collection as of March 31, 2019. With Measure A reserve funds to be released this year and a few strategies still spending down their fund balances, a total expenditure of \$2.31 million is expected in FY2023-24.

Table 2.3: FY2023-24 Annual Budget – Expenditure/Measure A Sales Tax Programs/Projects

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
<u>Strategy 1 - Transit</u>	<u>248,000</u>	<u>2,445,230</u>	<u>1,441,207</u>	<u>1,058,388</u>
Strategy 1.1 - Local Bus Transit Service	248,000	680,000	680,000	712,000
Strategy 1.2 - Rural Bus Transit System	-	55,080	55,080	57,672
Strategy 1.3 - Special Needs Transit Services	-	165,410	165,410	173,194
Strategy 1.4 - Bus Transit Facilities	-	1,544,740	540,717	115,522
<u>Strategy 3 - Local Transportation Infrastructure</u>	<u>158,150</u>	<u>406,545</u>	<u>243,440</u>	<u>504,896</u>
Strategy 3.1 - Major Roads	158,150	163,105	-	250,000
Strategy 3.2 - Local Streets and Roads	-	243,440	243,440	254,896
<u>Strategy 4 - Safer Access to Schools</u>	<u>711,390</u>	<u>537,870</u>	<u>381,870</u>	<u>744,358</u>
Strategy 4.1 - Safe Routes to Schools	62,475	60,690	60,690	63,546
Strategy 4.2 - Crossing Guards	79,450	77,180	77,180	80,812
Strategy 4.3 - Safe Pathways To School	-	-	-	-
Safe Pathway Capital Projects	569,465	400,000	244,000	600,000
Subtotal, Measure A Programs/Projects	1,117,540	3,389,645	2,066,517	2,307,642

Measure AA Sales Tax Programs/Projects

Staff is excited to implement and deliver the projects/programs under Measure AA while continuing the delivery of the projects/programs under Measure A and managing the transition of projects/programs eligible under both expenditure plans.

Under Category 1, Reduce Congestion, a total of \$2.93 million of work is planned for FY2023-24, including \$0.5 million to support MSN B7/B8 right of way, construction design work and utility work; \$0.3 million for the Project Initiation Document (PID) & Project Approval and environmental Document (PA&ED) of the US 101/I-580 Multi-Modal and Local Access Improvement Project; \$2.0 million for studies related to interchange enhancements; and \$125,000 for Transportation Demand Management.

Under Category 2, Local Transportation Infrastructure, TAM will release \$6.63 million in local roads funds estimated to be collected in FY2022-23 and expects to spend \$1.0 million on large Safe Pathways projects, \$250,000 on sea-level rise and \$50,000 on innovative technology study and support.

Under Category 3, Safer Access to Schools, \$3.43 million is expected to be needed under Measure AA after fully spending the funds available under Measure A. These funds will be spent on Safe Routes to Schools Education and Encouragement programs (\$1.20 million), the Crossing Guard program (\$1.98 million), and the Small Safe Pathway Capital projects (\$250,000).

Under Category 4, Transit, Marin Transit plans to request a total of \$20.33 million for its operational and capital needs in FY2023-24 under Categories 4.1 to 4.5, a much higher ask compared to the last 2 years due to the phase out of the transit support funds that were made available under various federal pandemic relief grants. Golden Gate Transit is expected to claim its share, up to \$534,357 with prior year carryovers, to support local access to ferry services and regional transit under Category 4.6.

Due to the typical uncertainties associated with budgeting and project/program delivery, it will be hard to split the expenditures under Measure A and AA for the project/programs that are eligible for both Measure A and AA. The split is estimated based on current available information and may change during the budget year. Staff will monitor the progress of all spending closely and adjust the split during the year.

Table 2.4: FY2023-24 Annual Budget – Expenditure/Measure AA Sales Tax Programs/Projects

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
Major Road Set-Aside	3,195,998	5,000,000	5,867,398	8,000,000
<u>Category 1: Reduce Congestion</u>	<u>1,679,126</u>	<u>4,200,000</u>	<u>2,550,000</u>	<u>2,930,000</u>
<i>Category 1.1 - Completion of Marin-Sonoma Narrows</i>				
MSN B7/B8 Design/ROW/Utility Work	99,111	1,400,000	1,170,000	200,000
MSN B7 Construction Design Support	-	400,000	190,000	300,000
<i>Category 1.2 - Match for Completion of 101/580 Local</i>				
580/101 Multi-modal and Local Access PID & PAED	804,018	1,100,000	800,000	300,000
<i>Category 1.3 - Enhance Interchanges</i>	775,997	1,200,000	290,000	2,005,000
<i>Category 1.4 - Transportation Demand Management</i>	-	100,000	100,000	125,000
<u>Category 2: Local Transportation Infrastructure</u>	<u>5,722,549</u>	<u>7,988,432</u>	<u>7,823,432</u>	<u>7,926,254</u>
<i>Category 2.1 - Local Roads</i>	5,208,678	6,773,432	6,773,432	6,626,254
<i>Category 2.2 - Large Safe Pathway Capital Projects</i>	513,871	1,000,000	1,000,000	1,000,000
<i>Category 2.3 - Sea Level Rise</i>	-	100,000	50,000	250,000
<i>Category 2.4 - Innovative Technology</i>	-	115,000	-	50,000
<u>Category 3: Safer Access to Schools</u>	<u>2,547,164</u>	<u>3,290,000</u>	<u>3,025,000</u>	<u>3,430,000</u>
<i>Category 3.1 - Safe Routes to Schools</i>	741,694	1,090,000	975,000	1,200,000
<i>Category 3.2 - Crossing Guards</i>	1,622,609	1,950,000	1,950,000	1,980,000
<i>Category 3.3 - Small Safe Pathway Capital Projects</i>	182,861	250,000	100,000	250,000
<u>Category 4: Transit</u>	<u>8,842,730</u>	<u>14,643,464</u>	<u>14,518,965</u>	<u>20,331,820</u>
<i>Category 4.1 - Local Bus Transit Service</i>	3,232,784	6,000,000	6,000,000	13,000,000
<i>Category 4.2 - Rural Bus Transit Service</i>	664,630	1,131,141	1,131,141	926,812
<i>Category 4.3 - Special Needs Transit Service</i>	2,767,189	4,159,467	4,159,467	2,934,903
<i>Category 4.4 - School Transit Service</i>	1,291,954	1,600,000	1,600,000	1,700,000
<i>Category 4.5 - Bus Transit Facilities</i>	886,173	1,628,357	1,628,357	1,235,748
<i>Category 4.6 - Expand Access to Transit</i>	-	124,499	-	534,357
Subtotal, Measure AA Programs/Projects	21,987,567	35,121,896	33,784,795	42,618,074

Measure B VRF Programs

All expected programs for the upcoming fiscal year under the Measure B Expenditure Plan are presented under the Measure B VRF Programs category. The expected expenditure level for FY2023-24 is \$2.37 million. With the implementation of the amended Measure B Expenditure Plan and new Strategic Plan, a total of 5-year worth of funds will be made available under Element 1.1 for eligible bike/pedestrian improvement projects but only \$700,000 is expected to be needed in FY2023-24. For Element 1.2, Bike/Pedestrian Pathways Maintenance, about \$100,000 is made available to eligible project sponsors in FY2023-24. Marin Transit is planning to request a total of \$0.90 million under Element 2, Improving Transit for Seniors and People with Disabilities, during FY2023-24. The proposed FY2023-24 spending level for Element 3, Reduce Congestion and Pollution, is \$0.68 million, which is for a share of the Crossing Guard program, various employer/employee TDM programs under Marin Commutes, and for the alternative fuels/ electric vehicle program.

Table 2.5: FY2023-24 Annual Budget – Expenditure/Measure B VRF Programs

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
Element 1 - Maintain Local Streets & Pathways	57,396	2,357,095	2,317,095	800,000
<i>Element 1.1 - Local Streets and Roads</i>	-	2,257,095	2,257,095	700,000
<i>Element 1.2 - Bike/Ped Pathways Maintenance</i>	57,396	100,000	60,000	100,000
Element 2 - Seniors & Disabled Mobility	808,354	950,000	950,000	895,000
<i>Element 2.1 - Mobility Management Programs</i>	100,000	100,000	100,000	100,000
<i>Element 2.2 - Paratransit & Low-Income Scholarships</i>	205,000	190,000	190,000	180,000
<i>Element 2.3 - Paratransit Plus</i>	360,000	360,000	360,000	340,000
<i>Element 2.4 - Volunteer Drive & Gap Grant</i>	143,354	300,000	300,000	275,000
Element 3 - Reduce Congestion & Pollution	660,805	875,000	750,000	675,000
<i>Element 3.1 - Safe Routes to School/Street Smart</i>	175,000	175,000	175,000	175,000
<i>Element 3.2 - Commute Alternative Programs</i>	319,137	350,000	350,000	250,000
<i>Element 3.3 - Alternative Fuel Vehicle Program</i>	166,668	350,000	225,000	250,000
Subtotal, Measure B Programs	1,526,555	4,182,095	4,017,095	2,370,000

Interagency Agreements

The Interagency Agreements category covers fund agreements between TAM and its transportation partners for the implementation of various transportation projects/programs. It includes a total of \$6.05 million for FY2023-24, of which the majority is for contract services and construction related funding agreements with various agencies that will help TAM deliver construction projects, including the US 101/I-580 Multi-Modal and Local Access Improvement Project, the North/South Greenway, Marin City Flood Mitigation, and the MSN projects.

Table 2.6: FY2023-24 Annual Budget – Expenditure/Interagency Agreements

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
Caltrans - MSN B8 PS&E/ROW Support & Capital	48,685	225,000	154,000	150,000
Various Agencies - Bike/Ped Path Maintenance	26,299	100,000	30,000	30,000
Marin Transit - Bus Facility Lease or Purchase	-	1,100,000	-	1,100,000
Caltrans & Other - MSN B7 PS&E/ROW Support &	44,288	450,000	5,000	1,525,000
Caltrans - MSN B7 Construction Capital & Support	-	1,026,000	328,000	550,000
Caltrans - 101/580 Multil-modal and Local Access PID	32,931	120,000	95,000	40,000
Caltrans - 101 Interchange Studies	-	-	-	100,000
Caltrans - SR-37 Segment A1 Design/ROW coop	-	-	-	500,000
Caltrans - Part Time Transit Lane	-	-	-	50,000
Marin City Flood Mitigation	-	-	1,000,000	2,000,000
Expired Expenditure Line Items	7,631,005	1,927,000	83,927	-
Subtotal, Interagency Agreements	7,783,208	4,948,000	1,695,927	6,045,000

TFCA Programs/Projects

This category includes anticipated reimbursement requests for various TFCA capital projects funded by the Marin Local TFCA funding at \$0.34 million.

Table 2.8: FY2023-24 Annual Budget – Expenditure/TFCA Programs/Projects

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
TFCA - Reimbursement of Various Capital Projects	78,988	394,000	219,000	334,000
Expired Expenditure Line Items	283,637	28,364	-	-
Subtotal, TFCA Programs/Projects	362,625	422,364	219,000	334,000

DRAFT

FY2023-24 Annual Budget by Fund

TAM currently has five major governmental funds: Measure A, Measure AA, Measure B, CMA and TFCA. In the past, Measure A and Measure AA funds budgets were presented separately. However, with the prior to April 1, 2019 Measure A revenue adjustments becoming more immaterial, and the zeroing out of fund balances under various Measure A Strategies, staff has combined the Measure A and AA budget sheets into one to reduce unnecessary repetitiveness and confusion.

The budget represents the process through which certain policy decisions are made, implemented and controlled by fund. Budget authorities can be adjusted during the year according to the budget amendment policy. Also, the legal level of budgetary control by TAM is the total expenditures at the agency level, if the adjustments among the different funds are in compliance with the expenditure requirements of each fund. This section of the budget document provides the details of the FY2023-24 budget at the individual fund level. The budget at the fund level presents the spending priorities in the upcoming fiscal year and provides specific information by fund.

Measure A/AA Sales Tax Fund Budget

The Measure A Fund accounts for revenues and expenditures for the projects and programs set forth by the voters in the Measure A ½-Cent Transportation Sales Tax Expenditure Plan, approved by Marin voters in November 2004, and further described in the TAM Measure A Strategic Plan, initially adopted in June 2006, and updated on a biennial basis, with annual updates of revenue and expenditure sheets. On April 1, 2019, collection of the Measure A ½-Cent Transportation Sales Tax was replaced by Measure AA, the renewal of the Measure A that was approved by the Marin Voters in November 2018.

The Measure AA Fund accounts for revenues and expenditures for the projects and programs set forth by the voters in Measure AA ½-Cent Transportation Sales Tax Expenditure Plan, approved by Marin voters in November 2018, and further described in the TAM Measure AA Strategic Plan, which will be brought forward to the TAM Board for review and approval as a separate action annually.

Measure B Fund Budget

The Measure B Fund accounts for revenues and expenditures for the projects and programs set forth by the voters in the Measure B Vehicle Registration Fee Expenditure Plan, approved by Marin voters in November 2010, and further described in the TAM Measure B Strategic Plan, initially adopted in July 2011, and amended by the TAM Board in February 2023. The FY2023-24 budget reflects the changes that were implemented.

CMA Fund Budget

The CMA Fund accounts for revenues and expenditures for TAM's congestion management activities, primarily the local planning and programming work elements. Major revenue sources for this fund are various federal, state, regional and the City/County CMA Fee revenues.

TFCA Fund Budget

The TFCA fund accounts for revenues and expenditures for the TFCA capital grant TAM receives from the Bay Area Air Quality Management District (BAAQMD). The purpose of the TFCA grant is to fund capital improvements that can contribute to the improvement of air quality, and studies related to the monitoring of air quality control. A discrete amount of TFCA is available for management of the local program.

Table 3: FY2023-24 Annual Budget – Combined

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
<u>Beginning Balance</u>	<u>35,876,066</u>	<u>45,649,498</u>	<u>45,649,498</u>	<u>41,443,992</u>
Measure A/AA Sales Tax	34,754,393	34,850,000	35,500,000	35,680,000
Measure B Vehicle Registration Fee Revenue	2,311,091	2,300,000	2,300,000	2,250,000
Cities/Towns and County CMA Fee	500,000	550,000	550,000	576,950
Interest Revenue	293,480	250,000	1,304,683	1,770,500
MTC STP/CMAQ Planning & OBAG Grant Funds	850,748	1,228,121	1,000,000	1,524,234
MTC Regional Measure 3 Fund	-	-	-	2,666,507
CA State Earmark	-	-	-	3,000,000
State TDA Fund	274,062	-	105,000	83,000
Federal STP Fund	10,000	10,000	10,000	5,000
Highway Safety Improvement Program (HSIP)	12,633	72,000	62,000	10,000
Part Time Transit Lane Grant	-	-	-	404,648
Realized Highway 101 ROW Excess Fund	92,974	225,000	159,000	1,675,000
Marin Transportation For Clean Air Funding	354,562	350,000	350,000	350,000
Regional TFCA Competitive Grants	-	63,727	-	283,637
Expired Revenue Line Items	7,145,724	1,618,395	429,240	-
<u>Total Revenue Available</u>	<u>46,599,666</u>	<u>41,517,243</u>	<u>41,769,923</u>	<u>50,279,477</u>
EXPENDITURES				
Administration				
Salaries & Benefits	2,643,127	2,979,000	2,929,612	3,167,466
Agency-Wide Classification Study	-	25,000	2,000	23,000
Office Lease	234,669	245,000	245,199	257,000
Agency IT Related Equipment Upgrade	10,785	40,000	20,213	30,000
Equipment Purchase/Lease	4,251	10,000	6,000	10,000
Telephone/Internet/Web Hosting Services	21,961	25,000	24,034	25,000
Office Supplies & Small Miscellaneous Items	28,330	25,000	39,847	40,000
Insurance	13,716	15,000	14,682	20,000
Financial Audit	20,000	23,000	20,000	25,000
Legal Services	10,020	35,000	5,000	35,000
Document/Video/Marketing Material Production	23,876	50,000	22,100	30,000
Memberships	13,752	34,500	38,500	45,000
Travel/Meetings/Conferences	17,539	26,500	20,500	26,000
Professional Development	5,745	5,000	5,000	7,500
Human Resources/Board Support	4,764	20,000	5,000	20,000
Information Technology Support	28,740	45,000	25,000	45,000
Annual Support & Upgrade of Financial System	6,898	10,000	8,000	10,000
Expired Expenditure Line Items	21,529	11,000	2,266	-
<u>Subtotal, Administration</u>	<u>3,109,702</u>	<u>3,624,000</u>	<u>3,432,952</u>	<u>3,815,966</u>
Professional Services				
Bellam Blvd 101 Off-ramp Improvements - Design & Travel Model Maintenance & Update	33,532	700,000	70,000	900,000
Traffic Monitoring, Reporting & Travel Model Data	52,441	75,000	110,000	150,000
Project Management Oversight	106,836	140,000	190,000	140,000
101/580 Multi-modal and Local Access Improvements	-	-	-	1,660,000
State Legislative Assistance	44,100	46,200	46,200	60,000
Financial Advisor/Sales Tax Audit Services	17,718	10,000	24,000	25,000
Measure A/AA Sales Tax Compliance Audit	15,500	20,000	19,194	20,000
N/S Greenway - Construction Support	624,753	250,000	131,000	103,000
Public Outreach Service Support	-	40,000	12,000	20,000
Part Time Transit Lane	-	-	-	302,000
Countywide Transportation Plan	-	150,000	10,000	350,000
Local Road Safety Plan	-	72,000	62,000	10,000
SR-37 Segment A1 Design	-	-	-	500,000
Equity Framework	-	50,000	-	50,000
Expired Expenditure Line Items	44,154	10,000	4,750	-
<u>Subtotal, Professional Services</u>	<u>939,034</u>	<u>1,663,200</u>	<u>759,144</u>	<u>4,490,000</u>

Table 3: FY2023-24 Annual Budget – Combined
(Continued)

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
Measure A Sales Tax Programs/Projects				
Strategy 1 - Transit	<u>248,000</u>	<u>2,445,230</u>	<u>1,441,207</u>	<u>1,058,388</u>
Strategy 1.1 - Local Bus Transit Service	248,000	680,000	680,000	712,000
Strategy 1.2 - Rural Bus Transit System	-	55,080	55,080	57,672
Strategy 1.3 - Special Needs Transit Services	-	165,410	165,410	173,194
Strategy 1.4 - Bus Transit Facilities	-	1,544,740	540,717	115,522
Strategy 3 - Local Transportation Infrastructure	<u>158,150</u>	<u>406,545</u>	<u>243,440</u>	<u>504,896</u>
Strategy 3.1 - Major Roads	158,150	163,105	-	250,000
Strategy 3.2 - Local Streets and Roads	-	243,440	243,440	254,896
Strategy 4 - Safer Access to Schools	<u>711,390</u>	<u>537,870</u>	<u>381,870</u>	<u>744,358</u>
Strategy 4.1 - Safe Routes to Schools	62,475	60,690	60,690	63,546
Strategy 4.2 - Crossing Guards	79,450	77,180	77,180	80,812
Strategy 4.3 - Safe Pathways To School	-	-	-	-
Safe Pathway Capital Projects	569,465	400,000	244,000	600,000
Subtotal, Measure A Programs/Projects	1,117,540	3,389,645	2,066,517	2,307,642
Measure AA Sales Tax Programs/Projects				
Major Road Set-Aside	<u>3,195,998</u>	<u>5,000,000</u>	<u>5,867,398</u>	<u>8,000,000</u>
Category 1: Reduce Congestion	<u>1,679,126</u>	<u>4,200,000</u>	<u>2,550,000</u>	<u>2,930,000</u>
Category 1.1 - Completion of Marin-Sonoma Narrows				
MSN B7/B8 Design/ROW/Utility Work	99,111	1,400,000	1,170,000	200,000
MSN B7 Construction Design Support	-	400,000	190,000	300,000
Category 1.2 - Match for Completion of 101/580 Local				
580/101 Multi-modal and Local Access PID & PAED	804,018	1,100,000	800,000	300,000
Category 1.3 - Enhance Interchanges	775,997	1,200,000	290,000	2,005,000
Category 1.4 - Transportation Demand Management	-	100,000	100,000	125,000
Category 2: Local Transportation Infrastructure	<u>5,722,549</u>	<u>7,988,432</u>	<u>7,823,432</u>	<u>7,926,254</u>
Category 2.1 - Local Roads	5,208,678	6,773,432	6,773,432	6,626,254
Category 2.2 - Large Safe Pathway Capital Projects	513,871	1,000,000	1,000,000	1,000,000
Category 2.3 - Sea Level Rise	-	100,000	50,000	250,000
Category 2.4 - Innovative Technology	-	115,000	-	50,000
Category 3: Safer Access to Schools	<u>2,547,164</u>	<u>3,290,000</u>	<u>3,025,000</u>	<u>3,430,000</u>
Category 3.1 - Safe Routes to Schools	741,694	1,090,000	975,000	1,200,000
Category 3.2 - Crossing Guards	1,622,609	1,950,000	1,950,000	1,980,000
Category 3.3 - Small Safe Pathway Capital Projects	182,861	250,000	100,000	250,000
Category 4: Transit	<u>8,842,730</u>	<u>14,643,464</u>	<u>14,518,965</u>	<u>20,331,820</u>
Category 4.1 - Local Bus Transit Service	3,232,784	6,000,000	6,000,000	13,000,000
Category 4.2 - Rural Bus Transit Service	664,630	1,131,141	1,131,141	926,812
Category 4.3 - Special Needs Transit Service	2,767,189	4,159,467	4,159,467	2,934,903
Category 4.4 - School Transit Service	1,291,954	1,600,000	1,600,000	1,700,000
Category 4.5 - Bus Transit Facilities	886,173	1,628,357	1,628,357	1,235,748
Category 4.6 - Expand Access to Transit	-	124,499	-	534,357
Subtotal, Measure AA Programs/Projects	21,987,567	35,121,896	33,784,795	42,618,074

Table 3: FY2023-24 Annual Budget – Combined
(Continued)

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
Measure B VRF Programs				
Element 1 - Maintain Local Streets & Pathways	<u>57,396</u>	<u>2,357,095</u>	<u>2,317,095</u>	<u>800,000</u>
Element 1.1 - Local Streets and Roads	-	2,257,095	2,257,095	700,000
Element 1.2 - Bike/Ped Pathways Maintenance	57,396	100,000	60,000	100,000
Element 2 - Seniors & Disabled Mobility	<u>808,354</u>	<u>950,000</u>	<u>950,000</u>	<u>895,000</u>
Element 2.1 - Mobility Management Programs	100,000	100,000	100,000	100,000
Element 2.2 - Paratransit & Low-Income Scholarships	205,000	190,000	190,000	180,000
Element 2.3 - Paratransit Plus	360,000	360,000	360,000	340,000
Element 2.4 - Volunteer Drive & Gap Grant	143,354	300,000	300,000	275,000
Element 3 - Reduce Congestion & Pollution	<u>660,805</u>	<u>875,000</u>	<u>750,000</u>	<u>675,000</u>
Element 3.1 - Safe Routes to School/Street Smart	175,000	175,000	175,000	175,000
Element 3.2 - Commute Alternative Programs	319,137	350,000	350,000	250,000
Element 3.3 - Alternative Fuel Vehicle Program	166,668	350,000	225,000	250,000
Subtotal, Measure B Programs	1,526,555	4,182,095	4,017,095	2,370,000
Interagency Agreements				
Caltrans - MSN B8 PS&E/ROW Support & Capital	48,685	225,000	154,000	150,000
Various Agencies - Bike/Ped Path Maintenance	26,299	100,000	30,000	30,000
Marin Transit - Bus Facility Lease or Purchase	-	1,100,000	-	1,100,000
Caltrans & Other - MSN B7 PS&E/ROW Support &	44,288	450,000	5,000	1,525,000
Caltrans - MSN B7 Construction Capital & Support	-	1,026,000	328,000	550,000
Caltrans - 101/580 Multil-modal and Local Access PID	32,931	120,000	95,000	40,000
Caltrans - 101 Interchange Studies	-	-	-	100,000
Caltrans - SR-37 Segment A1 Design/ROW coop	-	-	-	500,000
Caltrans - Part Time Transit Lane	-	-	-	50,000
Marin City Flood Mitigation	-	-	1,000,000	2,000,000
Expired Expenditure Line Items	7,631,005	1,927,000	83,927	-
Subtotal, Interagency Agreements	7,783,208	4,948,000	1,695,927	6,045,000
TFCA Programs/Projects				
TFCA - Reimbursement of Various Capital Projects	78,988	394,000	219,000	334,000
Expired Expenditure Line Items	283,637	28,364	-	-
Subtotal, TFCA Programs/Projects	362,625	422,364	219,000	334,000
Check	362,625	422,364	219,000	334,000
Total Expenditures	36,826,234	53,351,200	45,975,429	61,980,682
Net Change in Fund Balance	9,773,432	(11,833,957)	(4,205,506)	(11,701,206)
Ending Balance	45,649,498	33,815,541	41,443,992	29,742,786

Table 3.1: FY2023-24 Annual Budget - 1/2-Cent Transportation Sales Tax

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
<u>Beginning Balance</u>	<u>31,410,945</u>	<u>40,786,566</u>	<u>40,786,566</u>	<u>38,629,475</u>
REVENUE				
Measure A/AA Sales Tax	34,754,393	34,850,000	35,500,000	35,680,000
Interest Revenue	239,793	200,000	1,086,000	1,475,000
<u>Total Revenue Available</u>	<u>34,994,186</u>	<u>35,050,000</u>	<u>36,586,000</u>	<u>37,155,000</u>
EXPENDITURES				
Administration				
Salaries & Benefits	1,478,858	1,646,000	1,638,612	1,692,291
Agency-Wide Classification Study	-	25,000	2,000	23,000
Office Lease	234,669	245,000	245,199	257,000
Agency IT Related Equipment Upgrade	10,785	40,000	20,213	30,000
Equipment Purchase/Lease	4,251	10,000	6,000	10,000
Telephone/Internet/Web Hosting Services	21,961	25,000	24,034	25,000
Office Supplies & Small Miscellaneous Items	28,330	25,000	39,847	40,000
Insurance	13,716	15,000	14,682	20,000
Financial Audit	20,000	23,000	20,000	25,000
Legal Services	4,582	15,000	4,000	15,000
Document/Video/Marketing Material Production	21,842	25,000	22,000	20,000
Memberships	11,252	12,000	16,000	20,000
Travel/Meetings/Conferences	17,119	20,000	20,000	25,000
Professional Development	5,745	5,000	5,000	7,500
Human Resources/Board Support	4,764	20,000	5,000	20,000
Information Technology Support	28,740	45,000	25,000	45,000
Annual Support & Upgrade of Financial System	6,898	10,000	8,000	10,000
Expired Expenditure Line Items	15,154	-	-	-
<u>Subtotal, Administration</u>	<u>1,928,666</u>	<u>2,206,000</u>	<u>2,115,586</u>	<u>2,284,791</u>
Professional Services				
Bellam Blvd 101 Off-ramp Improvements - Design & ROW	33,532	700,000	70,000	900,000
N/S Greenway - Construction Support	418,934	150,000	26,000	20,000
Financial Advisor/Sales Tax Audit Services	17,718	10,000	24,000	25,000
Measure A/AA Sales Tax Compliance Audit	15,500	20,000	19,194	20,000
Project Management Oversight	20,077	100,000	105,000	100,000
Public Outreach Service Support	-	25,000	11,000	10,000
Expired Expenditure Line Items	19,798	5,000	-	-
<u>Subtotal, Professional Services</u>	<u>525,559</u>	<u>1,010,000</u>	<u>255,194</u>	<u>1,075,000</u>
Measure A Sales Tax Programs/Projects				
Strategy 1 - Transit	<u>248,000</u>	<u>2,445,230</u>	<u>1,441,207</u>	<u>1,058,388</u>
Strategy 1.1 - Local Bus Transit Service	248,000	680,000	680,000	712,000
Strategy 1.2 - Rural Bus Transit System	-	55,080	55,080	57,672
Strategy 1.3 - Special Needs Transit Services	-	165,410	165,410	173,194
Strategy 1.4 - Bus Transit Facilities	-	1,544,740	540,717	115,522
Strategy 3 - Local Transportation Infrastructure	<u>158,150</u>	<u>406,545</u>	<u>243,440</u>	<u>504,896</u>
Strategy 3.1 - Major Roads	158,150	163,105	-	250,000
Strategy 3.2 - Local Streets and Roads	-	243,440	243,440	254,896
Strategy 4 - Safer Access to Schools	<u>711,390</u>	<u>537,870</u>	<u>381,870</u>	<u>744,358</u>
Strategy 4.1 - Safe Routes to Schools	62,475	60,690	60,690	63,546
Strategy 4.2 - Crossing Guards	79,450	77,180	77,180	80,812
Strategy 4.3 - Safe Pathways To School				
Safe Pathway Capital Projects	569,465	400,000	244,000	600,000
Expired Expenditure Line Items	-	-	-	-
<u>Subtotal, Measure A Programs/Projects</u>	<u>1,117,540</u>	<u>3,389,645</u>	<u>2,066,517</u>	<u>2,307,642</u>

**Table 3.1: FY2023-24 Annual Budget - 1/2-Cent Transportation Sales Tax
(Continued)**

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
Measure AA Sales Tax Programs/Projects				
<i>Major Road Set-Aside</i>	3,195,998	5,000,000	5,867,398	8,000,000
<u>Category 1: Reduce Congestion</u>	1,679,126	4,200,000	2,550,000	2,930,000
<i>Category 1.1 - Completion of Marin-Sonoma Narrows MSN B7/B8 Design/ROW/Utility Work</i>	99,111	1,400,000	1,170,000	200,000
<i>MSN B7 Construction Design Support</i>	-	400,000	190,000	300,000
<i>Category 1.2 - Match for Completion of 101/580 Local Access 580/101 Multi-modal and Local Access PID & PAED</i>	804,018	1,100,000	800,000	300,000
<i>Category 1.3 - Enhance Interchanges</i>	775,997	1,200,000	290,000	2,005,000
<i>Category 1.4 - Transportation Demand Management</i>	-	100,000	100,000	125,000
<u>Category 2: Local Transportation Infrastructure</u>	5,722,549	7,988,432	7,823,432	7,926,254
<i>Category 2.1 - Local Roads</i>	5,208,678	6,773,432	6,773,432	6,626,254
<i>Category 2.2 - Large Safe Pathway Capital Projects</i>	513,871	1,000,000	1,000,000	1,000,000
<i>Category 2.3 - Sea Level Rise</i>	-	100,000	50,000	250,000
<i>Category 2.4 - Innovative Technology</i>	-	115,000	-	50,000
<u>Category 3: Safer Access to Schools</u>	2,547,164	3,290,000	3,025,000	3,430,000
<i>Category 3.1 - Safe Routes to Schools</i>	741,694	1,090,000	975,000	1,200,000
<i>Category 3.2 - Crossing Guards</i>	1,622,609	1,950,000	1,950,000	1,980,000
<i>Category 3.3 - Small Safe Pathway Capital Projects</i>	182,861	250,000	100,000	250,000
<u>Category 4: Transit</u>	8,842,730	14,643,464	14,518,965	20,331,820
<i>Category 4.1 - Local Bus Transit Service</i>	3,232,784	6,000,000	6,000,000	13,000,000
<i>Category 4.2 - Rural Bus Transit Service</i>	664,630	1,131,141	1,131,141	926,812
<i>Category 4.3 - Special Needs Transit Service</i>	2,767,189	4,159,467	4,159,467	2,934,903
<i>Category 4.4 - School Transit Service</i>	1,291,954	1,600,000	1,600,000	1,700,000
<i>Category 4.5 - Bus Transit Facilities</i>	886,173	1,628,357	1,628,357	1,235,748
<i>Category 4.6 - Expand Access to Transit</i>	-	124,499	-	534,357
Subtotal, Measure AA Programs/Projects	21,987,567	35,121,896	33,784,795	42,618,074
Interagency Agreements				
Caltrans & Other - MSN B7 PS&E/ROW Support & Capital	-	450,000	-	-
Various Agencies - Bike/Ped Path Maintenance	26,299	100,000	30,000	30,000
Marin Transit - Bus Facility Lease or Purchase Contribution	-	1,100,000	-	1,100,000
Caltrans - MSN B7 Construction Capital & Support	-	1,026,000	328,000	-
Caltrans - 101/580 Multi-modal and Local Access PID	32,931	120,000	95,000	10,000
Caltrans - 101 Interchange Studies PID	-	-	-	100,000
Expired Expenditure Line Items	-	68,000	68,000	-
Subtotal, Interagency Agreement	59,230	2,864,000	521,000	1,240,000
Total Expenditures	25,618,565	44,591,541	38,743,091	49,525,507
Net Change in Fund Balance	9,375,621	(9,541,541)	(2,157,091)	(12,370,507)
Ending Balance	40,786,566	31,245,025	38,629,475	26,258,968

Table 3.2: FY2023-24 Annual Budget - Measure B Vehicle Registration Fee

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
<u>Beginning Balance</u>	<u>2,630,577</u>	<u>3,235,180</u>	<u>3,235,180</u>	<u>1,398,969</u>
REVENUE				
Measure B Vehicle Registration Fee Revenue	2,311,091	2,300,000	2,300,000	2,250,000
Interest Revenue	16,916	20,000	80,000	110,000
<u>Total Revenue Available</u>	<u>2,328,007</u>	<u>2,320,000</u>	<u>2,380,000</u>	<u>2,360,000</u>
EXPENDITURES				
Administration				
Salaries & Benefits	189,320	148,000	192,000	233,136
Legal Services	168	10,000	1,000	10,000
Document/Video/Marketing Material Production	1,099	5,000	100	5,000
<i>Expired Expenditure Line Items</i>	1,263	6,000	1,266	-
<u>Subtotal, Administration</u>	<u>191,850</u>	<u>169,000</u>	<u>194,366</u>	<u>248,136</u>
EXPENDITURES				
Professional Services				
<i>Expired Expenditure Line Items</i>	5,000	-	4,750	-
<u>Subtotal, Professional Services</u>	<u>5,000</u>	<u>-</u>	<u>4,750</u>	<u>-</u>
Measure B Programs				
Element 1 - Maintain Local Streets & Pathways	57,396	2,357,095	2,317,095	800,000
<i>Element 1.1 - Local Streets and Roads</i>	-	2,257,095	2,257,095	700,000
<i>Element 1.2 - Bike/Ped Pathways Maintenance</i>	57,396	100,000	60,000	100,000
Element 2 - Seniors & Disabled Mobility	808,354	950,000	950,000	895,000
<i>Element 2.1 - Mobility Management Programs</i>	100,000	100,000	100,000	100,000
<i>Element 2.2 - Paratransit & Low-Income Scholarships</i>	205,000	190,000	190,000	180,000
<i>Element 2.3 - Paratransit Plus</i>	360,000	360,000	360,000	340,000
<i>Element 2.4 - Volunteer Drive & Gap Grant</i>	143,354	300,000	300,000	275,000
Element 3 - Reduce Congestion & Pollution	660,805	875,000	750,000	675,000
<i>Element 3.1 - Safe Routes to School/Street Smart Program</i>	175,000	175,000	175,000	175,000
<i>Element 3.2 - Commute Alternative Programs</i>	319,137	350,000	350,000	250,000
<i>Element 3.3 - Alternative Fuel Vehicle Program</i>	166,668	350,000	225,000	250,000
<u>Subtotal, Measure B Programs</u>	<u>1,526,555</u>	<u>4,182,095</u>	<u>4,017,095</u>	<u>2,370,000</u>
<u>Total Expenditures</u>	<u>1,723,405</u>	<u>4,351,095</u>	<u>4,216,211</u>	<u>2,618,136</u>
Net Change in Fund Balance	604,603	(2,031,095)	(1,836,211)	(258,136)
<u>Ending Balance</u>	<u>3,235,180</u>	<u>1,204,085</u>	<u>1,398,969</u>	<u>1,140,833</u>

Table 3.3: FY2023-24 Annual Budget – CMA

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
<u>Beginning Balance</u>	<u>1,134,574</u>	<u>957,475</u>	<u>957,475</u>	<u>646,271</u>
REVENUE				
Cities/Towns and County CMA Fee	500,000	550,000	550,000	576,950
Interest Revenue	31,817	25,000	120,683	160,000
MTC STP/CMAQ Planning & OBAG Grant Funds	850,748	1,228,121	1,000,000	1,524,234
MTC Regional Measure 3 Fund	-	-	-	2,666,507
CA State Earmark	-	-	-	3,000,000
State TDA Fund	274,062	-	105,000	83,000
Federal STP Fund	10,000	10,000	10,000	5,000
Highway Safety Improvement Program (HSIP)	12,633	72,000	62,000	10,000
Part Time Transit Lane Grant	-	-	-	404,648
Realized Highway 101 ROW Excess Fund	92,974	225,000	159,000	1,675,000
<i>Expired Revenue Line Items</i>	<i>7,145,724</i>	<i>1,618,395</i>	<i>429,240</i>	-
<u>Total Revenue Available</u>	<u>8,927,957</u>	<u>3,728,516</u>	<u>2,435,923</u>	<u>10,105,340</u>
EXPENDITURES				
Administration				
Salaries & Benefits	948,365	1,123,000	1,049,000	1,219,737
Legal Services	5,270	10,000	-	10,000
Document/Video/Marketing Material Production	935	20,000	-	5,000
Memberships	2,500	22,500	22,500	25,000
Travel/Meetings/Conferences	420	6,500	500	1,000
<i>Expired Expenditure Line Items</i>	<i>5,112</i>	<i>5,000</i>	<i>1,000</i>	-
<u>Subtotal, Administration</u>	<u>962,602</u>	<u>1,187,000</u>	<u>1,073,000</u>	<u>1,260,737</u>
Professional Services				
Travel Model Maintenance & Update	-	100,000	80,000	200,000
Traffic Monitoring, Reporting & Travel Model Data Requests	52,441	75,000	110,000	150,000
Project Management Oversight	86,759	40,000	85,000	40,000
101/580 Multi-modal and Local Access Improvements	-	-	-	1,660,000
State Legislative Assistance	44,100	46,200	46,200	60,000
N/S Greenway - Construction Support	205,819	100,000	105,000	83,000
Public Outreach Service Support	-	15,000	1,000	10,000
Part Time Transit Lane PID & PA/ED	-	-	-	302,000
Countywide Transportation Plan	-	150,000	10,000	350,000
Local Road Safety Plan	-	72,000	62,000	10,000
SR-37 Segment A1 Design	-	-	-	500,000
Equity Framework	-	50,000	-	50,000
<i>Expired Expenditure Line Items</i>	<i>19,356</i>	<i>5,000</i>	-	-
<u>Subtotal, Professional Services</u>	<u>408,475</u>	<u>653,200</u>	<u>499,200</u>	<u>3,415,000</u>
Interagency Agreements				
Caltrans - MSN B8 PS&E/ROW Support & Capital	48,685	225,000	154,000	150,000
Caltrans & Other - MSN B7 PS&E/ROW Support & Capital	44,288	-	5,000	1,525,000
Caltrans - MSN B7 Construction Capital & Support	-	-	-	550,000
Caltrans - 101/580 Multi-modal and Local Access PID Co-Op	-	-	-	30,000
Caltrans - SR-37 Segment A1 Design/ROW coop	-	-	-	500,000
Caltrans - Part Time Transit Lane PID Oversight	-	-	-	50,000
Marin City Flood Mitigation	-	-	1,000,000	2,000,000
<i>Expired Expenditure Line Items</i>	<i>7,631,005</i>	<i>1,859,000</i>	<i>15,927</i>	-
<u>Subtotal, Interagency Agreements</u>	<u>7,723,978</u>	<u>2,084,000</u>	<u>1,174,927</u>	<u>4,805,000</u>
<u>Total Expenditures</u>	<u>9,095,056</u>	<u>3,924,200</u>	<u>2,747,127</u>	<u>9,480,737</u>
Net Change in Fund Balance	(177,099)	(195,684)	(311,204)	624,603
<u>Ending Balance</u>	<u>957,475</u>	<u>761,791</u>	<u>646,271</u>	<u>1,270,873</u>

Table 3.4: FY2023-24 Annual Budget – TFCA

Budget Line	FY2021-22 Actual	FY2022-23 Final Budget	FY2022-23 Estimates	FY2023-24 Proposed Budget
<u>Beginning Balance</u>	<u>699,970</u>	<u>670,277</u>	<u>670,277</u>	<u>769,277</u>
REVENUE				
Marin Transportation For Clean Air Funding	354,562	350,000	350,000	350,000
Regional TFCA Competitive Grants	-	63,727	-	283,637
Interest Revenue	4,954	5,000	18,000	25,500
<u>Total Revenue Available</u>	<u>359,516</u>	<u>418,727</u>	<u>368,000</u>	<u>659,137</u>
EXPENDITURES				
Administration				
Salaries & Benefits	26,584	62,000	50,000	22,303
<u>Subtotal, Administration</u>	<u>26,584</u>	<u>62,000</u>	<u>50,000</u>	<u>22,303</u>
TFCA Programs/Projects				
TFCA - Reimbursement of Various Capital	78,988	394,000	219,000	334,000
Expired Expenditure Line Items	283,637	28,364	-	-
<u>Subtotal, Other Capital Expenditures</u>	<u>362,625</u>	<u>422,364</u>	<u>219,000</u>	<u>334,000</u>
<u>Total Expenditures</u>	<u>389,209</u>	<u>484,364</u>	<u>269,000</u>	<u>356,303</u>
Net Change in Fund Balance	(29,693)	(65,637)	99,000	302,834
<u>Ending Balance</u>	<u>670,277</u>	<u>604,640</u>	<u>769,277</u>	<u>1,072,111</u>

FY2023-24 Appropriation Limit

Per Article XIIB of California State Constitution, all State and local governments, including any city and county, school district, special district, authority, or other political subdivision of or within in the State, are subject to the appropriations limitation imposed by Proposition 4 (1979) and later amended by Proposition 111 (1990). The appropriations limit only applies to those revenues defined as “proceeds of taxes”, which in TAM’s case, is the sales tax revenue and its interest revenues generated by the Measure A/AA ½-Cent Transportation Sales Tax.

TAM Ordinance 2018-01, the ordinance that adopted the Measure AA ½-Cent Transportation Sales Tax Expenditure Plan, set the FY2019-20 appropriation limit for the sales tax at \$70 million, to be adjusted annually based on two factors: change in the cost of living and population of the County. The appropriation limit for FY2023-24 is \$88.4 million.

DRAFT

FY2023-24 Work Plans by Function

TAM's mission is to make the most of Marin County transportation dollars and create an efficient and effective transportation system that promotes mobility and accessibility by providing a variety of high-quality transportation options to all users. The following functions help the agency to carry out this mission:

- Administration & Finance
- Public Information and Outreach
- Planning and Program Management
- Programming & Legislation
- Project Management and Delivery

As the CMA for the County, TAM works closely with all local jurisdictions as well as all other partners in the region to plan, coordinate and deliver a wide range of transportation projects and programs. TAM serves as a coordinating agency representing Marin and its local transportation needs with local, regional, state and federal agencies, making sure Marin's needs are heard through various processes while working cooperatively with other agencies on projects/programs with regional significance. Ongoing general coordination activities are highlighted below:

- Participate in and contribute to various ongoing meetings representing TAM on pertinent issues, such as the Marin Public Works Association (MPWA) and Marin Managers Association (MMA), various MTC working groups, the statewide group of Regional Transportation Planning Agencies (RTPA), the Bay Area County Transportation Agencies, and the California Self-Help Counties Coalition;
- Communicate with jurisdictions about funding opportunities and provide grant application support;
- Represent TAM and TAM member agencies on transportation matters to the public, other governmental agencies, community groups and transportation organizations;
- Coordinate and participate with local jurisdictions and other counties and organizations on local and regional transportation planning activities, including social equity, new mobility programs, climate action planning, and sea level rise planning;
- Provide localized communication support for regional, state and federal projects and programs in Marin County;
- Coordinate with Caltrans and state efforts including corridor planning, active transportation plans, sea level rise and vulnerability programs, greenhouse gas emissions, capital project development, and other transportation related topics;
- Monitor legislation and coordinate with partner agencies to support measures that enhance transportation projects, programs and funding.
- Monitor current trends and issues related to transportation, both on the local level and more broadly, including economic, social, and transportation related aspects of the pandemic response and recovery.

Highlights of the FY2023-24 work plans for all major functions are included as follows.

Administration & Finance Function:

Under the direction of the TAM Board and Executive Director, administers TAM's administrative and financial functions and activities; oversees and administers agency financial and accounting systems for both direct disbursements of Measure A/AA and Measure B funds, as well as payments through various grant funds; performs all related financial analyses, including managing the preparation of TAM's financial statements, TAM's strategic plans, annual budget, and other regular financial reports; analyzes benefit packages to ensure appropriate level of benefits and cost-effective plans; manages finance, audit, human resources (HR), and information technology (IT) projects and other daily operations and administration for the Agency; performs other related duties and special projects as assigned.

Major Ongoing Work Items:

- ✓ Continue to effectively and timely support the TAM Board and various Committees;
- ✓ Manage all meeting packet production and support the operation of all in-person/hybrid/remote meetings;
- ✓ Manage the Agency's annual insurance renewal processes;
- ✓ Produce timely and informative quarterly reports and budget adjustments throughout the year;
- ✓ Monitor economic conditions and various revenue sources and explore options for the Agency and the funding recipients during challenging financial times;
- ✓ Manage financial tracking and required reporting for federal, state, regional, and local grants received;
- ✓ Manage and report regulatory state filings including regular/quarterly payroll reporting and compensation reporting
- ✓ Conduct cash flow and funding analyses of major capital projects and explore financial tools to meet cash flow needs;
- ✓ Continue to timely and accurately execute all financial, payroll and accounting transactions;
- ✓ Monitor project/program revenues and expenditures and assist project and contract managers with preparation of various grant reports and reimbursement invoices;
- ✓ Continue to improve the financial and payroll system to increase workflow efficiency;
- ✓ Manage ongoing HR functions, including but not limited to annual performance review, recruitments, training, benefits changes and open enrollment, team building, and professional development support, review and update of the HR agency policy handbook as needed;
- ✓ Continue to manage the agency's benefit suite and explore options to improve cost effectiveness with no overall negative impacts to the benefit level.
- ✓ Manage all daily office operation needs, including but not limited to record keeping, and various IT support needs.

Expected to be Delivered Work Items:

- ✓ Complete the Agency-wide compensation study and recommend any necessary adjustment to the salary schedule and benefits – December 2023;
- ✓ Manage and lead the FY2024-25 Annual Budget development process and make any potential improvements and adjustments;
- ✓ Finalizing record retention policy and board adoption – September 2023;
- ✓ Phone system upgrade and maintenance – September 2023;

- ✓ Manage the agency's IT Upgrade project, including server replacement and other computer needs;
- ✓ Assist in the FY2023-24 Measure A/AA & Measure B Strategic Plans update process, manage financial/revenue related sections for both funds, and track programming and allocations;
- ✓ Assist in the ongoing fund plan and cash flow needs discussion, particularly for MSN and the 101-580 Multi-Modal and Local Access Improvement r projects due to the complexity caused by the litigation against the RM3 funds;
- ✓ Manage and coordinate the FY2022-23 annual financial, single, and other regulatory audits and reviews with outside auditors;
- ✓ Manage the 2023 Measure A/AA Compliance Audit process and provide necessary support to the fund recipients and auditor;
- ✓ Investment and banking service review and potential exploration of other options if necessary – December 2023.

Public Information and Outreach Function:

Under the direction of the TAM Board and Executive Director, the Public Information and Outreach Unit manages TAM's public information, stakeholder engagement, media relations, and project-related meetings and events.

Major Ongoing Work Items:

- ✓ Support communication of TAM's projects and programs, coordinate media communication, public outreach activities, meetings and events;
- ✓ Create public information material such as factsheets, website content, press releases, social media and the TAM Traveler newsletter;
- ✓ Coordinate with and support the Executive Director to advise the TAM Board Chairperson/Vice-Chairperson and TAM staff on stakeholder and media relations;
- ✓ Manage proactive communication with the public, community interest groups, agency partners, and the media;
- ✓ Maintain and update content on TAM's public information channels such as the TAM website and share TAM's communication materials with agency and community partners;
- ✓ Provide program support for Alternative Fuels, Safe Routes to Schools, Marin Commutes, Innovations Programs, and Funding programs;
- ✓ Coordinate closely with jurisdictions and agency partners regarding projects and programs that address common issues, programs, regional improvements and geographic areas;
- ✓ Coordinate with the media and community partners to provide timely information regarding TAM's projects, programs and funding allocations.

Expected to be Delivered Work Items:

- ✓ Support outreach for key initiatives, including the Countywide Transportation Plan, Highway 101 Interchange Studies, the Part-Time Transit Lane project development, Marin Commutes, the Alternative Fuels Program, Sea Level Rise Program and the Regional Bikeshare Program;
- ✓ Participate in and coordinate staff support as needed for public events, presentations and other outreach efforts;
- ✓ Support educational presentations for Board members and special sessions for specific issues and programs such as the Countywide Transportation Plan and equity engagement.

- ✓ Conduct extensive public engagement efforts for major capital improvement programs, including Marin-Sonoma Narrows, the North/South Greenway Gap Closure, the Bellam Boulevard widening and the Highway 101-580 Multimodal and Local Access Improvements Project;
- ✓ Support outreach efforts for agency partner projects in Marin, including Ramp Metering, the Third Street Rehabilitation, East Blithedale Avenue, Safe Pathways projects and other TAM funded transportation improvement projects;
- ✓ Manage student mentorship and internships program.

Planning and Program Management:

Under the direction of the TAM Board and Executive Director, the Planning department administers TAM's planning activities and programs. The range of work includes the development of plans and studies, travel information, transportation modeling, regional and local coordination, and management of ongoing transportation programs.

Planning Activities

Major Ongoing Work Items:

- ✓ Review/coordinate with MTC on regional planning activities related to Marin County transportation, including the implementation of Plan Bay Area 2050, seamless mobility efforts, active transportation, PDA planning, and Transit Oriented Communities (TOC) policy among others;
- ✓ Continue to advance Active Transportation Planning in the county, including advancement of North South greenway and Cross Marin Bikeway gap closures;
- ✓ Coordinate with MTC on the development of PBA 2050+ and Connected Network Plan;
- ✓ Coordinate with Marin Transit on Transit Priority Initiative Planning;
- ✓ Support city of San Rafael on Scoping and development of Canal PDA plan and Northgate PDA plan, serve on TAC and coordinate on transportation planning issues;
- ✓ Coordinate with BAYWAVE, and City of San Rafael SLR Planning; Manzanita & Donahue PID and regional coordination with Caltrans, BCDC, BARC and others.
- ✓ Continue to advance transit planning on SR-37 Corridor, including coordination with operators on Marin side transit connections;
- ✓ Continue to advance equity in transportation planning process, including formation of working groups and coordination with local transit operators;
- ✓ Support local jurisdiction compliance with new California Environmental Quality Act (CEQA) requirements including Vehicle Miles Traveled (VMT) analysis;
- ✓ Prepare travel demand forecasts and forecast data for traffic studies and transportation plans using TAM's Travel Demand Model (TAMDM) to support local agencies. Coordinate with regional agencies on travel demand forecasting methods and data through regional working group;
- ✓ Support Local jurisdictions with transportation/land use linkage and TOC Policy Compliance
- ✓ Participate in Marin Climate and Energy Partnership (MCEP), BayWAVE and other local planning efforts as applicable;
- ✓ Support programming staff with administration of OBAG program and policy compliance;
- ✓ Support Marin Wildfire Prevention Authority (MWPA) wildfire evacuation planning and serve on TAC;
- ✓ Continue to advance road safety planning in the county;
- ✓ Transition US 101 Part Time Transit Lane project to project development and subsequent phases;

- ✓ Support Caltrans Planning Grants and other local planning grants to maximize outside funding awarded for Marin County transportation planning needs.

Expected to be Delivered Work Items:

- ✓ Initiate Countywide Transportation Plan - Summer 2023;
- ✓ Initiate community-based transportation plan updates - Fall 2023;
- ✓ Update TAM model for PBA 2050 Consistency - Winter 2023;
- ✓ Complete MWPA Wildfire Evacuation Plan and support transition to implementation of infrastructure improvements - Spring 2024;
- ✓ Develop new Traffic Monitoring program using big data and continuing historical data collection efforts as appropriate, develop work scope - Summer 2023;
- ✓ Seek Grant funding and scope a Countywide Active Transportation Plan - Summer 2023;
- ✓ Launch Sea Level Rise Planning for Marin County – Summer 2023 through Spring 2024.

Program Management Activities

Major Ongoing Work Items:

- ✓ Continue to monitor, review and adjust TAM programs in response to Pandemic Recovery as necessary;
- ✓ Continue to review and assess programs to ensure equity is considered in all TAM programs;
- ✓ Manage and deliver TAM's Alternative Fuel Vehicle Program, including electric vehicle (EV) fleet and infrastructure rebate programs, public outreach, and technical assistance programs. Continue coordination with wide range of stakeholders and local community;
- ✓ Continue to advance identified EV project concepts into Project development processes or grant applications;
- ✓ Monitor implementation of EV Acceleration Strategy;
- ✓ Manage and deliver Marin Commutes public engagement program, including CBO, public and employer outreach efforts, encouragement programs including commute alternative incentives programs, and program evaluation;
- ✓ Manage a suite of transportation demand management (TDM) and vehicle trip reduction programs, including the Vanpool Incentive Program, Emergency Ride Home Program, and first/last mile programs.

Expected to be Delivered Work Items:

- ✓ Launch initial operating phase of the Marin and Sonoma County Bike Share Pilot Program - Estimated to be operational Summer 2024;
- ✓ Monitor and implement seasonal Marin Commutes incentive campaigns –Summer 2024;
- ✓ Closeout Multi- County State Route 37 Corridor TDM pilot program;
- ✓ Advance discussion and implementation planning around the TAM Innovation Program;
- ✓ Conduct EV outreach events including EV Expo & focused engagement efforts; Fall 2023;
- ✓ Complete local jurisdictions workplan adoption of EV Acceleration Strategy; Spring 2024;
- ✓ Continued delivery of EV Charging Infrastructure Rebates, Various Projects, Spring 2024;
- ✓ Continued delivery of EV Fleet Rebates, Various Projects, Spring 2024;
- ✓ Assess Future First/Last mile programs; Spring 2024;
- ✓ Transition Safe Routes Program to Planning staff, Spring 2024;

- ✓ Scope Innovation Program, Spring 2024.

Programming & Legislation Function:

Under the direction of the TAM Board and Executive Director, the Programming & Legislation department administers TAM's fund programming activities, including local, regional, state, and federal funds, and monitors pertinent state legislative activities. The range of work includes programming and allocation of TAM funds for projects and programs, competing for discretionary grants, and assisting local agencies in securing funds and providing ongoing support necessary to deliver funded improvements.

Ongoing Work Items:

- ✓ Manage the Measure A/AA Transportation Sales Tax Program and the Measure B Vehicle Registration Fee Program as amended in 2023;
- ✓ Manage TFCA and TDA Article 3 Program funds - participate in regional policy discussions and develop programming recommendations on TFCA and TDA funds;
- ✓ Manage TAM's State Transportation Improvement Program (STIP) and maintain the Transportation Improvement Program (TIP) database for Marin projects;
- ✓ Oversee implementation and support local agency projects from Second & Third Cycles of the Federal One Bay Area Grant Program (OBAG);
- ✓ Assist TAM and partner agencies in seeking discretionary funds and complying with regional, state, and federal requirements related to those funds;
- ✓ Develop annual legislative platform, monitor relevant state legislation, and communicate TAM's platform to stakeholders, key legislators, and partnering agencies;
- ✓ Monitor and apply for federal and state earmark opportunities;
- ✓ Monitor regional funding opportunities including RM3 and OBAG programs;
- ✓ Monitor delivery of TAM local funded projects;
- ✓ Coordinate with local agencies, including Marin Transit and GGBHTD, on submitting annual reports required by TAM funds;
- ✓ Convene TAM's BPAC as needed to evaluate funding recommendations and to review project updates;
- ✓ Prepare requests for programming and allocation of SB1 Local Partnership Program (LPP) Formulaic funds;
- ✓ Monitor annual obligation status and potential inactive status on state and federal funded projects;
- ✓ Coordinate with partner agencies, including TAM, for SB1 competitive programs where applicable;
- ✓ Participate in pertinent local, regional, state, and federal working groups and meetings, including but not limited to MTC, CTC, BAAQMD, MPWA, etc.

Expected to be Delivered Work Items:

- ✓ Complete Measure B Strategic Plan with TAM Board Approval in July 2023;
- ✓ Prepare allocation request forms and resolutions for TAM Board adoption in June, for local infrastructure projects and transit programs and projects funded with TAM local funds;
- ✓ Review and process reimbursement requests for TAM local funded projects;
- ✓ Work with Marin Transit to reconcile year end expenditures on TAM local funds;
- ✓ Update the Revenue and Expenditure component of the Measure AA Strategic Plan for adoption in the spring of 2024;
- ✓ Receive allocations of LLP funds for selected projects;

- ✓ Complete a Call for Projects with TFCA and TDA funds;
- ✓ Issue Call for Projects with Safe Pathway funds;
- ✓ Develop applications for TAM's Formulaic LPP funds for Cycle 4;
- ✓ Establish Equity Investment Analysis;
- ✓ Initiate Measure AA Expenditure Plan 6-Year Review;
- ✓ Establish Contractor Scope for State Leg Support.

Project Management and Delivery Function:

Under the direction of the TAM Board and Executive Director, manage project development from concept to operation. Projects are on and off the State Highway system and include a broad range of activities including educational programs and mode shift. Many projects are directly managed by TAM, while for others, TAM staff work with partner agencies to coordinate and represent Marin interests. Project and Program Management includes identifying issues, overseeing funding and budget, conceptual planning, preliminary engineering, project initiation, public outreach, site investigation, environmental studies, consultant selection and procurement, schedule development and monitoring, goal setting, environmental approval, design, permitting, regulatory approval, contract administration, construction oversight, environmental mitigation, agency coordination, project closeout, and verifying post construction activities. Program management includes, in addition to project duties, overall management of a transportation corridor or a particular TAM program, such as Alternative Fuel Vehicle Promotion or Safe Routes to School.

Major Ongoing Work Items:

- ✓ Monitor construction of the last remaining segment of Marin Sonoma Narrows (MSN) carpool lane extension from northern Novato to the Sonoma County line, the MSN B7 project;
- ✓ Continue with design of the MSN B8 Utility Relocation project, the companion project to the MSN B7 project;
- ✓ Coordinate and collaborate with SR-37 Policy Committee partners to plan and implement short and long-term projects to mitigate flooding and congestion along the entire 21-mile corridor, as well as a specific segment in Marin County;
- ✓ Preliminary engineering for 580/101 Multi-Modal and Local Access Improvement Project, with environmental process to begin in late 2023;
- ✓ Study effects of changing the HOV hours of operation on U.S. 101 (pending funding availability);
- ✓ Manage Safe Routes to School and Crossing Guard Programs;
- ✓ Coordinate with other agencies on ramp metering, Richmond-San Rafael (RSR) Bridge upper deck improvements, RSR Bridge access improvements, the relocation of the San Rafael Transit Center, and the Tamalpais Overcrossing Seismic and ADA Improvement Project;
- ✓ Monitor the preparation of the Caltrans US-101 Manzanita and Southern Marin Sea Level Rise project initiation document;
- ✓ Monitor the coordination and preparation of flood mitigation projects for Marin City and assist with funding of the projects;
- ✓ Continue to develop a Project Initiation Document that proposes a series of operational improvements and multi-model enhancements to three Interchanges on US101;
- ✓ Continue to help local public agencies in funding EV purchases/leases, e-bike purchases and charging station installations;

- ✓ Update and maintain the Local Agency Annual Disadvantaged Business Enterprise Program and the Americans with Disabilities Act Annual Certification through the Caltrans Office of Local Assistance;
- ✓ Provide Project/Program Management Oversight of minor agency contracts and on-call services;
- ✓ Participate in MPWA and BACTA meetings;
Prepare and develop applications for grant opportunities and assist local agencies with the preparation and submission of applications to grantors.

Expected to be Delivered Work Items:

- ✓ Coordinate with Caltrans to prepare the environmental clearance document for State Route 37 Segment A between U.S. 101 and State Route 121;
- ✓ Complete design of Bellam Boulevard safety improvements from Northbound U.S. 101 to separate regional traffic from local traffic, seeking funding for construction;
- ✓ Obtain Caltrans approval of the Project Study Report – Project Development Support for the Northbound US-101 to I-580 Multi-Modal and Local Access Improvement Project;
- ✓ Assist with the implementation of the North/South Greenway project in the City of Larkspur to extend the multi-use path from the Corte Madera Creek crossing southbound along Old Redwood Highway to the pedestrian overcrossing;
- ✓ Assist in funding the Marin City flood mitigation projects being developed by County of Marin and Caltrans;
- ✓ Advance a Local Road Safety Plan for Marin and develop next steps for implementation in partnership with other local agencies;
- ✓ Initiate preparation of the Project Initiation Document for a Part Time Transit Lane on Southbound U.S. 101 from Novato to San Rafael.

Appendix: FY2023-24 Classification & Salary Range

Transportation Authority of Marin Classification & Salary Range (Effective July 1, 2023)

Position Classification	FLSA	Monthly		FTE
		Minimum	Maximum	
	<i>Note 2</i>			
Executive Director - <i>Note 1</i>	E		\$ 24,088.42	1.0
Deputy Executive Director/Chief Financial Officer	E	\$ 14,347.56	\$ 17,934.46	1.0
Executive Assistant/Board of the Clerk	E	\$ 7,537.62	\$ 9,206.86	1.0
Public Outreach Coordinator	E	\$ 10,569.06	\$ 12,877.37	1.0
Director of Programming and Legislation	E	\$ 13,148.92	\$ 16,060.80	1.0
Director of Project Delivery	E	\$ 13,569.83	\$ 16,574.91	1.0
Principal Project Delivery Manager	E	\$ 13,238.85	\$ 16,170.65	2.0
Director of Planning	E	\$ 12,836.94	\$ 15,679.73	1.0
Principal Transportation Planner	E	\$ 10,746.19	\$ 13,125.97	1.0
Associate Transportation Planner	E	\$ 7,956.19	\$ 9,718.12	1.0
Senior Accountant	E	\$ 7,900.45	\$ 9,625.94	1.0
Accounting and Payroll Specialist	NE	\$ 6,752.22	\$ 8,247.52	1.0
Administrative Assistant	NE	\$ 4,764.16	\$ 5,819.21	0.8
				13.8

Note 1: Executive Director does not have salary steps.

Note 2: Fair Labor Standards Act (E-exempt, NE-Nonexempt)

THIS PAGE LEFT BLANK INTENTIONALLY



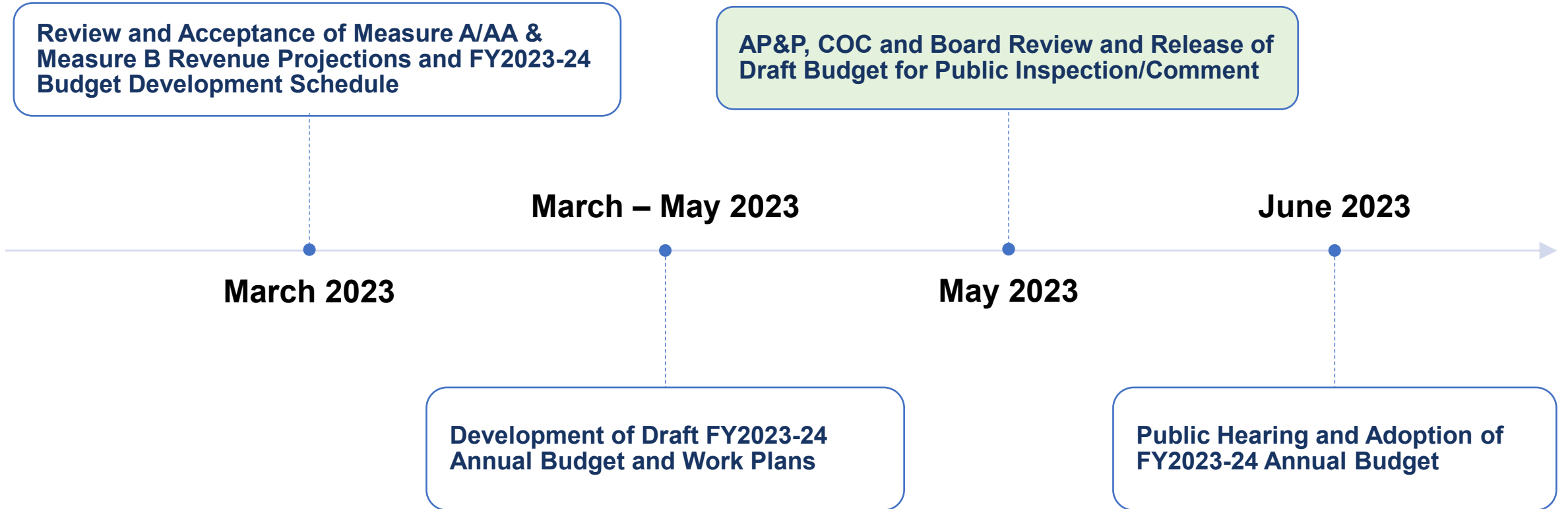
Item 6 - Attachment B

Review of Draft TAM FY2023-24 Annual Budget

Transportation Authority of Marin
Citizens' Oversight Committee

May 15, 2023

FY2023-24 Budget Timeline and Process



Expected Revenues and Expenditures for FY2023-24

- Revenue: \$50.28 million; Expenditure: \$61.98 million, expected to end the year with a fund balance of \$29.74 million.
- When budgeted expenditure exceeds revenue, it means that TAM and its partner agencies are planning to use prior year accumulated fund balances to deliver projects and programs in that particular year.

Chart 1: Proposed FY2023-24 Revenues by Fund
(Numbers in Million)

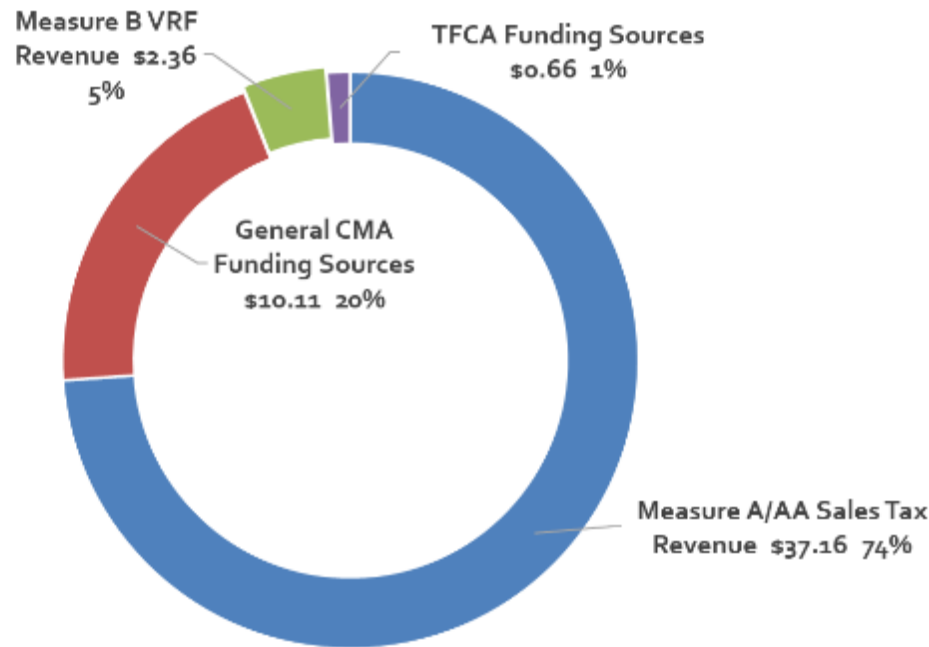
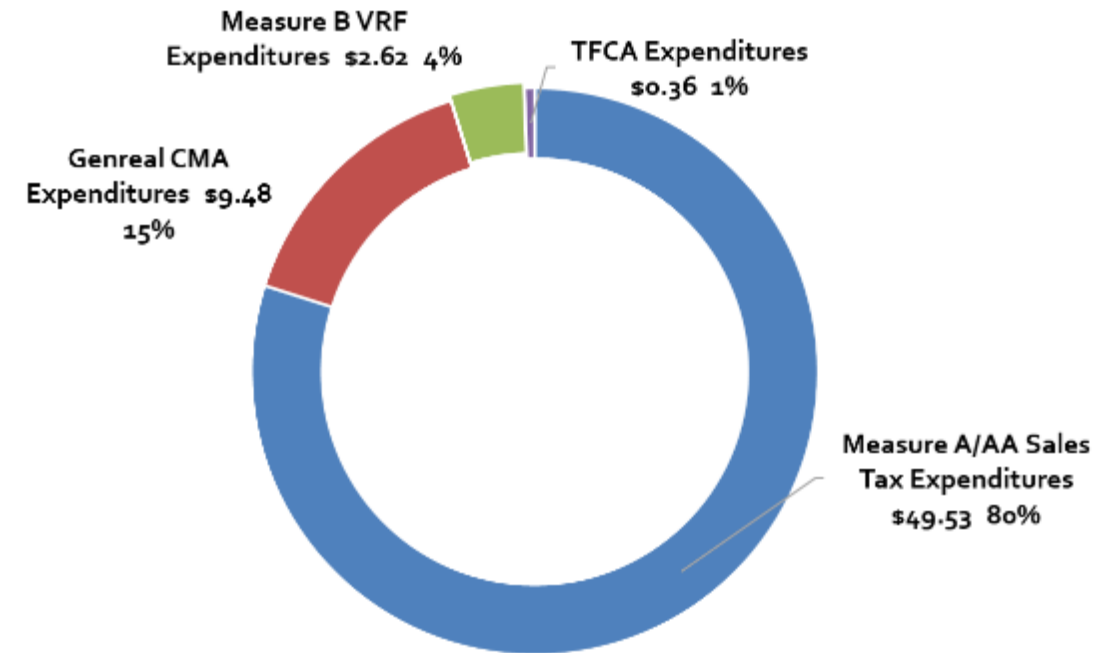


Chart 2: Proposed FY2023-24 Expenditures by Fund
(Numbers in Million)



Highlights of the FY2023-24 Budget

Transportation Authority of Marin
Fiscal Year 2023-24
Annual Budget – DRAFT





Making the Most of Marin County Transportation Dollars



Work plans focus for the upcoming year



Ongoing economic and revenue uncertainties and potential recession



Final resolution of the Regional Measure 3 lawsuit



Long-term City/County Fee Structure established



Proposed FY2023-24 COLA



Funding Opportunities to focus on

Work Plan Highlights

- Deliver the Measure A/AA and Measure B Expenditure Plans
 - Advance major capital projects, programs, and planning
 - Implement amended Measure B Expenditure Plan
 - Support local efforts – transit, local roads, active transportation
- Continue adapting to post-Covid shifts
 - Across various areas: traffic monitoring, economy/budget, outreach/communication
 - Internal policies & operations: HR, IT, etc.
- Plan for the future
 - Examples: Countywide Transportation Plan, Sea Level Rise, Equity, Multi-agency collaborations
 - Develop project pipeline and pursue new funding opportunities

Work Plan Highlights – *Items will be Reviewed by COC*

- Review and provide input on the Measure A/AA Measure B Strategic Plans - Board Approval in July 2023;
- Review the 2023 Measure A/AA Compliance Audit result and FY2022-23 annual financial and single audit results and refer to TAM Board for acceptance - Expected December 2023;
- Receive updates on the development of the Countywide Transportation Plan and provide public/community outreach support
- Review the Measure AA Expenditure Plan amendment timeline and process and provide public/community outreach support
- Ongoing review, support and feedback on Crossing Guard, SR2S, EV, and other essential projects/programs
- Review and support TAM's equity action plan effort

Economic and Revenue Uncertainties



Dow tumbles more than 300 points as banking sector worries reignite before Fed...

6 hours ago



Reuters

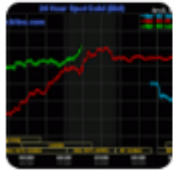
[Reactions: US regional banks fall as FRC failure shakes faith in banking...](#)

8 hours ago



Gold, silver rally on safe-haven demand as U.S. banking sector spooked

12 hours ago



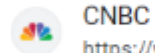
yahoo/finance

Bitcoin, Ether fall amid renewed banking sector concerns; BNB is sole gain...

1 day ago



More news →



<https://www.cnbc.com/banks>

Banking News

4 hours ago — Banking news, banks, online banking services, electronic banking, loans, and overall banking industry coverage.

- More economists believe a hard landing is not avoidable due to rising inflation, supply chain pressure and geopolitical conflicts.
- Banking sector worries continue to make headlines
- Sales tax in Marin has been doing well and is expected to continue growing in FY2023-24 at very moderate rate, but downward pressure is looming due to economic uncertainty.
- Marin Vehicle Registration Fee probably will go down more until it starts to stabilize again

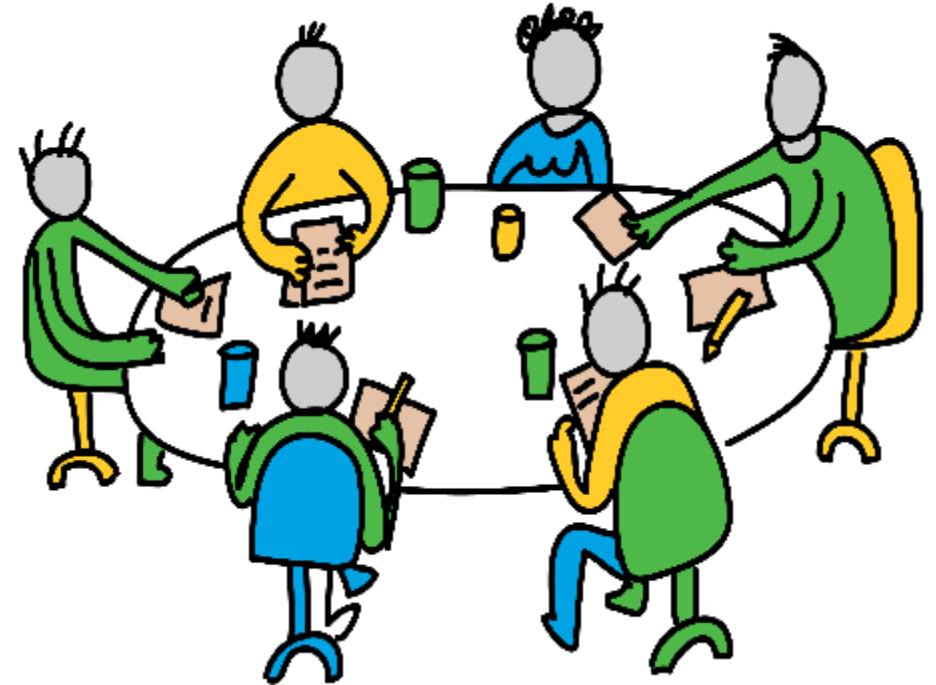
Resolution of Regional Measure 3 Litigation



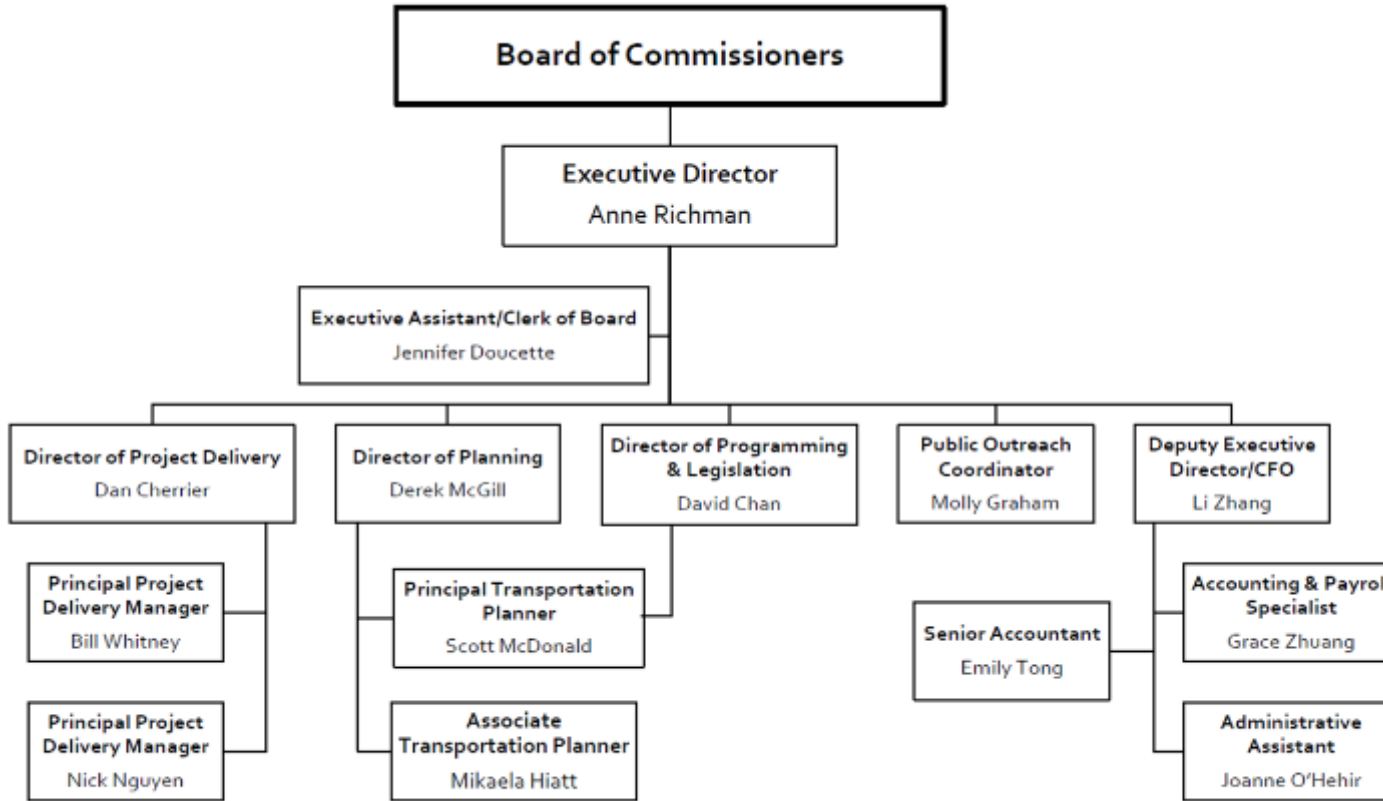
- Regional Measure 3 (RM3) was approved by voters on June 5, 2018
- Total of \$255 million expected for major projects:
 - \$135 million for the Northbound (NB) US 101 to Eastbound (EB) I-580 Multi-modal & Local Access Improvement Project
 - \$120 million for the completion of the Marin-Sonoma Narrows (MSN) Project, with \$90 million for Marin
- Litigation tied up funds for 4+ years
- Case dismissed by CA Supreme Court in January 2023
- MTC staff is now working out the details of the allocation/reimbursement process
- Direct spending and expected reimbursement of RM3 funding for both projects is included in the Draft FY2023-24 Annual Budget, will update numbers accordingly when more clear guidelines from MTC become available

Long-Term City/County Fee Structure

- Fee is an annual formula-based contribution to TAM to support the essential functions TAM carries out as the Congestion Management Agency (CMA) for Marin County
 - All jurisdictions contribute
 - Calculated based on 50% population and 50% lane miles share
- Historic fee level:
 - Set at \$430,000 in FY2005-06 with no increase
 - Temporary increase FY2015-16 to FY2019-20 to support several critical county-wide transportation efforts
 - Frozen for two years due to pandemic
- TAM and MMA reached long-term fee structure agreement in 2022, new funding agreement is in review
 - \$550,000 fee level in FY2022-23 with annual Consumer Price Index (CPI) adjustment
 - FY2023-24 funding level set at \$596,950



Proposed FY2023-24 COLA Adjustment



- Long-term COLA policy: Annual COLA ties to Consumer Price Index (CPI) for the San Francisco Bay Area but capped at the sales tax revenue growth rate and no COLA adjustment during the years the sales tax revenues decrease.
- Surveyed 13 Marin/Bay Area agencies and received 9 responses
- 8 of 11 have the following recommended COLA adjustment for FY2023-24:
 - 2 agency: 2.5%
 - 1 agency: 3%
 - 3 agencies: 3.5%
 - 1 agency: 4%
 - 1 agency: 4.5%
 - 3 agencies: still in review/negotiation process
- Staff recommendation: 3.5% effective as of July 1, 2023

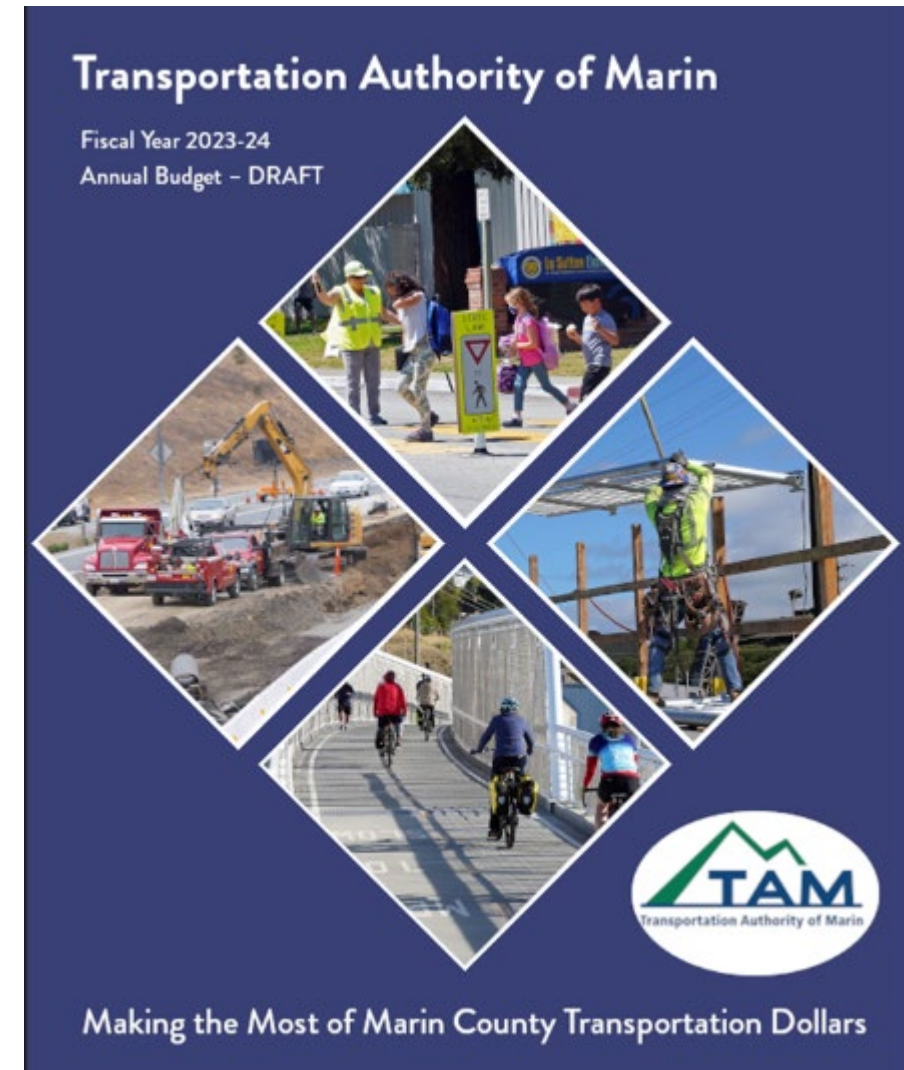
Funding Opportunities to Focus On

- Deliver on FY2022-23 Grant successes: OBAG3, ATP, Transit Priority/PTTL
- Support Marin projects and programs for FY2023-24 Congressional Directed Spending/Earmark process
- Applied for three MTC, State, and Federal grants; expect to hear back as to awards by Summer:
- Management of the Marin City and SR37 state earmarks that named TAM as recipient:
- Continue to compete for new available funding sources to bring in more dollars for critical transportation projects and programs in Marin.



Action Needed and Next Steps

- AP&P Executive Committee reviews and provides comments, and recommends the TAM Board release the Proposed FY2023-24 Budget for public comment period at its May 25 Board meeting
- Post on TAM's website for 30-day public inspection after AP&P review
- COC, MMA, and other stakeholder review and input
- Full budget presentation with revenue, expenditure and work plan review at the June 22 Board meeting
- Conduct Public Hearing and adopt at the June 22 meeting
- Strategic Plan update will follow in June/July (separate action)



Q & A

