MARIN COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS

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Webinar ID: 879 7268 3373

Monday, December 7, 2020

In compliance with local and state shelter-in-place orders, and as allowed by Governor Newsom's Executive Order N-29-20, until further notice the Marin County Transit District meetings will not be providing an in-person meeting location for the public to attend. Members of the Board of Directors and staff may participate in this meeting electronically or via teleconference. Members of the public are encouraged to participate remotely as described below.

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How to provide comment on agenda items:

- To provide written public comment prior to or during the meeting, please email **info@marintransit.org** (if intended to be read aloud as public comment, please state "Public Comment" in subject line). Please email your comments no later than **8:30 A.M. Monday, December 7, 2020** to facilitate timely distribution to the Board of Directors. Please include the agenda item number you are addressing and include your name and address. Your comments will be forwarded to the Board of Directors and will be placed into the public record.

- During the meeting (only): Use the comment form available at **https://www.marintransit.org/meetings** to submit your meeting-related comments on this agenda. Your comments will become part of the public record.

- During the meeting (only): Ensure that you are in a quiet environment with no background noise (traffic, children, pets, etc.) To raise your hand on Zoom press ***9** and wait to be called upon by the President or the Clerk to speak. You will be notified that your device has been unmuted when it is your turn to speak. You will be warned prior to your allotted time being over. Your comments will also become part of the public record.

MARIN COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS
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AGENDA

Monday, December 7, 2020

9:30 a.m. Convene as the Marin County Transit District Board of Directors

1. Open Time for Public Expression (limited to three minutes per speaker on items not on the Transit District's agenda)

2. Board of Directors' Matters

3. General Manager's Report
   a. General Manager's Oral Report
   b. Monthly Monitoring Report: September 2020
   c. Healthy Transit Plan Monthly Metrics Report

4. Consent Calendar
   a. Minutes for November 2, 2020
   b. 2021 Board Meeting Schedule
   c. FY2021 First Quarter Financial Report
   d. FY2021 First Quarter Performance Report
   Recommended Action: Approve.

5. Marin Transit Comprehensive Annual Financial Report for Fiscal Year 2019/20
   Recommended Action: Accept report.

6. Bus Maintenance and Storage Facility Needs
   Recommended Action: Authorize the General Manager to identify and negotiate terms for purchase or lease of potential bus facility sites with the assistance of a real estate broker and legal counsel.

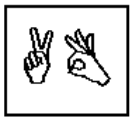
7. Marin Transit Free Fare Promotional Campaign During 2020 Election
   Recommended Action: Information only.

(continued)

8. Purchase Agreement with AZ Bus Sales for 32 Gillig Driver Shield Kits

Recommended Action: Authorize the General Manager to complete the purchase of 32 Driver Shield Kits from AZ Bus Sales for installation on Marin Transit-owned Gillig buses.

Adjourn



All Marin Transit public meetings are conducted in accessible locations. Copies of documents are available in accessible formats upon request. If you require Translation Assistance, American Sign Language Interpreters, Assistive Listening Devices or other accommodations to participate in this meeting, you may request them by calling (415) 226-0855 (voice) or contact the California Relay Service by dialing 711 to connect to the telephone listed above. **Requests must be received no less than five working days prior to the meeting to help ensure availability.** For additional information, visit our website at **http://www.marintransit.org**

Late agenda material can be inspected in the office of Marin Transit, between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday. The office is located at 711 Grand Avenue, Suite 110, San Rafael, CA 94901.

In case of Zoom outage dial 515-604-9094. Meeting ID: 142-334-233

Todas las reuniones públicas de Marin Transit se llevan a cabo en lugares accesibles. Están disponibles copias de los documentos en formatos accesibles, a solicitud. Si usted requiere ayuda con la traducción, intérpretes de Lenguaje Americano de Señas, dispositivos de ayuda auditiva, u otras adaptaciones para participar en esta reunión, puede solicitarlas llamando al (415) 226-0855 (voz) o comunicarse con el Servicio California Relay marcando al 711 para conectarse al número de teléfono mencionado. **Las solicitudes deben recibirse a más tardar cinco días laborables antes de la reunión para ayudar a asegurar la disponibilidad.** Para obtener información adicional, visite nuestro sitio web en **http://www.marintransit.org**

Material de agenda de última hora puede ser inspeccionado en la oficina de Marin Transit, entre las horas de 8:00 am y 5:00 pm. La oficina está ubicada en 711 Grand Avenue, Suite 110, San Rafael, CA 94901.

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December 7, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: General Manager Report – Monthly Report: September 2020

Dear Board Members:

RECOMMENDATION: This is a recurring information item.

SUMMARY: The attached monthly report provides an overview of Marin Transit operations for the monthly period ending September 30, 2020. The monthly reports summarize statistics on the performance of Marin Transit services and customer comments.

Overall ridership in September 2020 decreased by 62.9 percent compared to September 2019. Ridership on fixed-route services decreased significantly by 60.6 percent. Ridership on Marin Access services decreased by 70.8 percent. Yellow bus services were not operated in September due to school closures. September was the seventh month of ridership affected by the ongoing COVID-19 global pandemic.

Additional detailed analyses of system performance and trends are provided in separate quarterly and annual reports, including route-level statistics and financials. These reports are available on the District's website at https://marintransit.org/service-performance-and-reports.

FISCAL/STAFFING IMPACT: None associated with this report.

Respectfully submitted,

Nancy E. Whelan

Nancy Whelan
General Manager

Attachments

FISCAL YEAR

2021

Year-to-Date Ridership Trends

Fixed-Route Passengers (incl. Yellow Bus) by Month

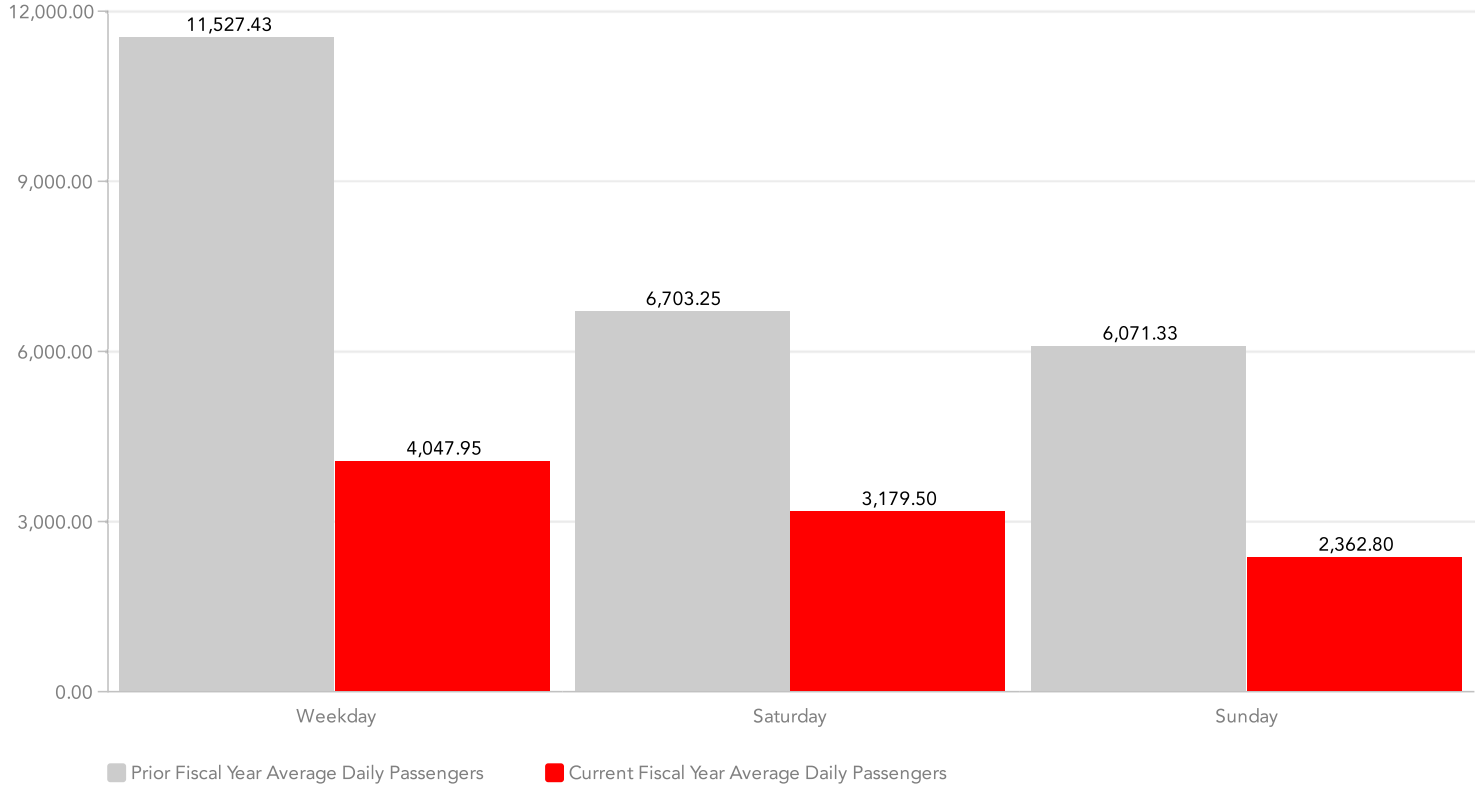
Demand Response Passengers by Month

Monthly Statistics

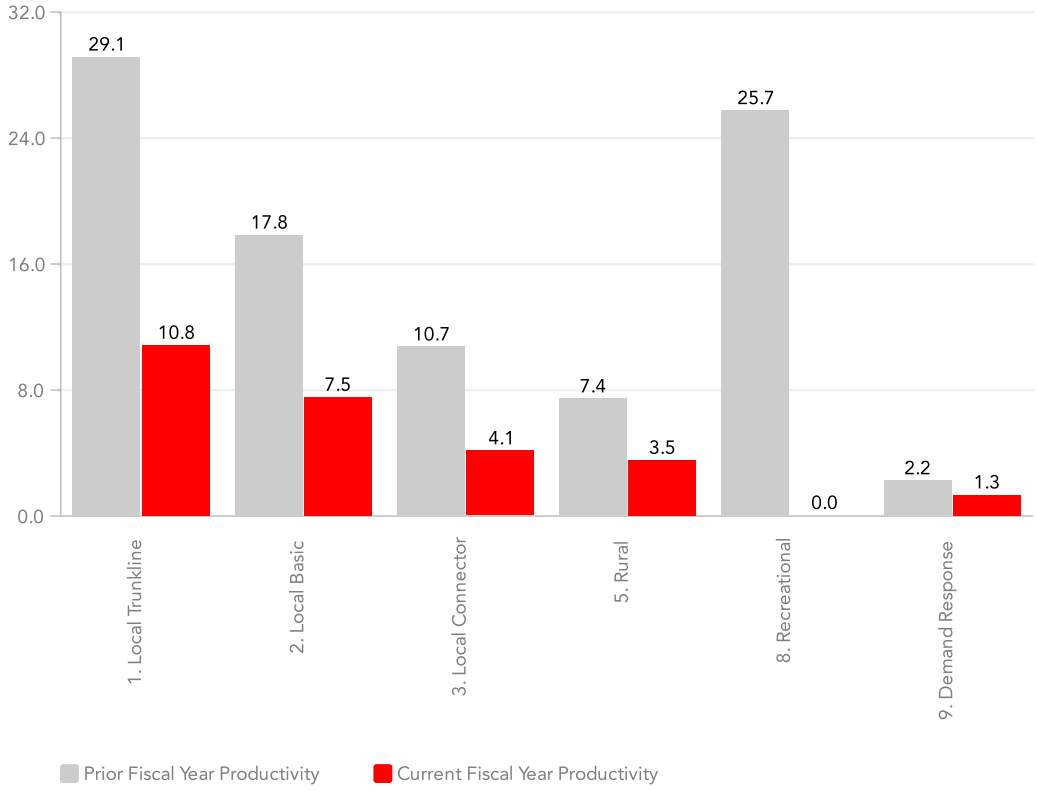
MONTH

September

Average Systemwide Daily Passengers



Productivity (pax/hr) by Typology



Route Typologies

1. Local Trunkline:
   Routes 35, 36, 71X
2. Local Basic:
   Routes 17, 22, 23, 23X, 29, 49
3. Local Connector:
   Routes 219, 228, 233, 245, 251, 257
5. Rural:
   Routes 61, 68
8. Recreational:
   Routes 66/66F
9. Demand Response:
   Local Paratransit, Novato Dial-A-Ride, Rural Dial-A-Ride

Monthly Customer Feedback Report

September 2020

Month:	September 2020							
	Program							
Category	Fixed-Route Local	Fixed-Route Shuttle	Stagecoach & Muir Woods	Supplemental & Yellow Bus	Demand Response	Mobility Management	Systemwide	Total
Commendation	**2**	**0**	**2**	**0**	**0**	**1**	**0**	**5**
Service Delivery Complaint	**13**	**6**	**1**	**2**	**0**	**0**	**1**	**23**
Accessibility	0	0	0	0	0	0	0	0
Driver Conduct Complaint	5	2	0	1	0	0	1	9
Driving Complaint	4	2	0	1	0	0	0	7
Early Trip	1	0	0	0	0	0	0	1
Equipment Issue	1	0	0	0	0	0	0	1
Farebox	0	0	0	0	0	0	0	0
Late Trip	0	0	0	0	0	0	0	0
Missed Connection	0	0	0	0	0	0	0	0
Missed Trip	0	0	1	0	0	0	0	1
No-Show	0	0	0	0	0	0	0	0
Off-Route	0	0	0	0	0	0	0	0
Pass-Up Complaint	2	2	0	0	0	0	0	4
Service Structure Complaint	**3**	**0**	**2**	**0**	**0**	**5**	**0**	**10**
Bus Stop Improvement Request	1	0	1	0	0	0	0	2
Fares	0	0	0	0	0	4	0	4
Other Complaint	1	0	0	0	0	0	0	1
Scheduling Complaint	1	0	1	0	0	0	0	2
Service Improvement Suggestion	0	0	0	0	0	1	0	1
Safety Complaint	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Total Service Hours	8,725	3,466	1,336	1,648	2,374	-	17,550	17,550
Commendations per 1,000 Hours	0.2	0.0	1.5	0.0	0.0	-	0.0	0.3
Complaints per 1,000 Hours	1.8	1.7	2.2	1.2	0.0	-	0.1	1.9

Total Passengers	78,041	14,092	4,630	12,895	3,099	1,086	113,843	113,843
Commendations per 1,000 Passenger:	0.0	0.0	0.4	0.0	0.0	0.9	0.0	0.0
Complaints per 1,000 Passengers	0.2	0.4	0.6	0.2	0.0	4.6	0.0	0.3

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supervisor district 3

December 7, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Healthy Transit Plan Monthly Metrics Report

Dear Board Members:

RECOMMENDATION: This is a recurring information item.

SUMMARY: In accordance with Marin Transit Board of Directors' Resolution No. 2020-05, staff collects and reports health metrics related to the COVID-19 pandemic on a monthly basis.

The data collection period for this report is October 10, 2020 – November 9, 2020.

Table 1: Healthy Transit Plan Metrics Report

Customer Facing	% Properly Wearing Face Coverings	99%
	% Vehicle Capacity for Safe Distancing	95%
Employee Facing	% Properly Wearing Face Coverings	90%
	% of Contact Tracing for Infected Employees	N/A

This information has been transmitted to the Metropolitan Transportation Commission and is available on the Metrics Dashboard at http://dashboard.healthytransitplan.com/.

Marin Transit contracts all fixed route service to three different operators. Marin Transit staff rely on observations in the field to confirm that drivers are properly wearing facial coverings at all times while operating a vehicle in revenue service. Per the Marin County Public Health Order issued on April 17, 2020, drivers of public transit vehicles are required to maintain properly worn facial coverings while operating a transit vehicle even if no passengers are onboard. Consequently, Marin Transit staff record a driver being non-compliant if they are recorded with the mask worn below their nose or mouth even if the vehicle is empty. Most of the non-compliant drivers were recorded at times when no passengers were onboard. Marin Transit is working with all three contractors to improve face mask compliance.

In addition to the Healthy Transit Plan Metrics, staff includes a summary of pass-up activity through the end of the reporting period. Pass-ups are defined as those instances when a bus has to leave a passenger at the curb because the bus is already at capacity. To comply with public health guidance, Marin Transit limits capacity on large buses to nine passengers and on small buses to four passengers. The capacity limits stated above allow for six feet of physical distancing between passengers.

Pass-up activity initially declined when Marin Transit introduced back up Supplemental Service (Routes 117, 122, 135, and 171) on August 10. As the County of Marin began to re-open and citizens resumed more activities outside of their home, pass-up activity initially increased as more passengers return to the system. Staff have noticed a small decline in pass up activity in recent weeks as COVID-19 transmission increases in Marin and the state determines that the County reverts to more restrictive activity tiers. Staff continue to monitor pass-up activity to adjust service as appropriate.

Chart 2: Pass-up activity trends

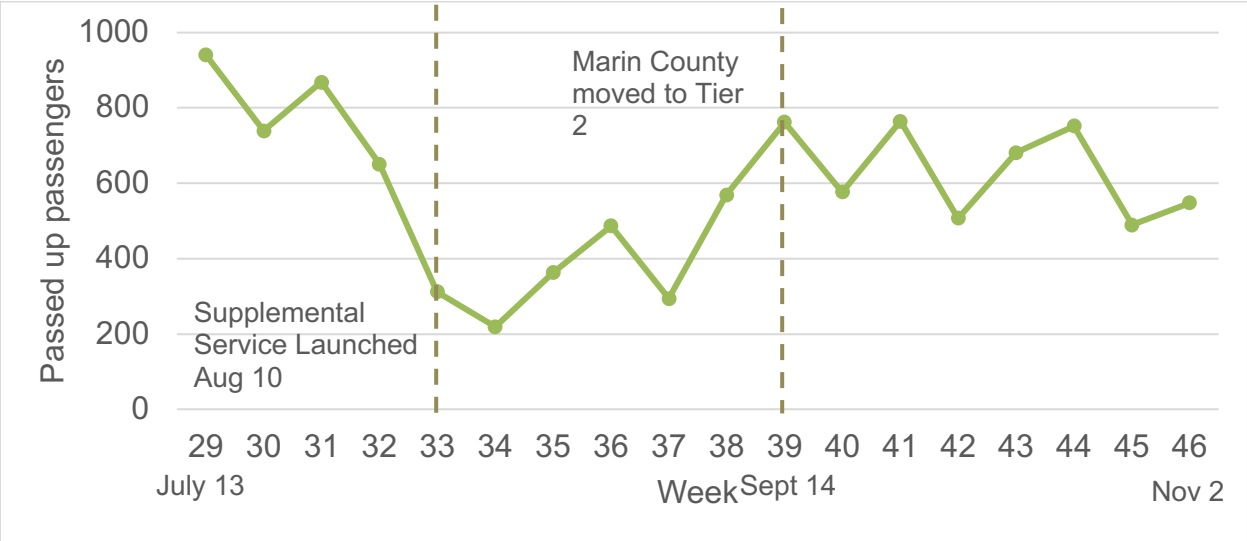

Table 3 summarizes complaints related to COVID-19 mitigation policy compliance. Complaints may include, but not be limited to, issues pertaining to pass-ups, overcrowding, properly worn face mask covering (driver or passenger), and vehicle cleanliness.

Table 3: Summary of COVID-19 Related Complaints

Date	Route	Complaint
10/10/20	68	Pass-up
10/10/20	171	Pass-up
10/12/20	68	Overcrowding
10/13/20	22	Pass-up
10/13/20	22	Improper mask - Driver
10/23/20	68	Pass-up
10/29/20	35	Pass-up

Marin Transit staff refer complaints to the appropriate contractor for investigation and follow up with the driver when they can identify that individual.

FISCAL/STAFFING IMPACT: None associated with this report.

Respectfully submitted,

Nancy Whelan
General Manager

REGULAR MEETING OF THE MARIN COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS

Held Monday, November 2, 2020 at 10:00 A.M.

Roll Call

Present: **President Rodoni, Vice President Colin, Second Vice President Arnold, Director Connolly, Director Lucan, Director Rice, Director Sears, Director Colbert**

Absent: **None**

Director Colbert was in attendance as a non-voting member

In compliance with local and state shelter-in-place orders, and as allowed by Governor Newsom's Executive Order N-29-20, until further notice the Marin County Transit District meetings will not be providing an in-person meeting location for the public to attend. Members of the public are encouraged to participate remotely via Zoom.

Vice President Rodoni opened the meeting at 10:04 A.M.

1. Open Time for Public Expression (limited to three minutes per speaker on items not on the Transit District's agenda)

   Board President Rodoni asked if any member of the public wished to speak. Seeing none he called for Board of Directors' Matters.

2. Board of Directors' Matters

   President Rodoni asked if any member of the Board wished to speak.

   President Rodoni called for the General Manager's Report.

3. General Manager's Report

   Staff Report

   Staff Report

   a. General Manager's Oral Report
   b. Monthly Monitoring Report: August 2020
   c. Healthy Transit Plan Monthly Metrics Report

   General Manager Nancy Whelan reported on the Free Fares for the Election 2020 campaign. The promotional campaign offered voters a free transportation option to polling places. All Marin Transit local routes, supplemental routes, and the West Marin Stagecoach operated fare free from October 31 through November 3, 2020. Demand response services including paratransit, Catch-A-Ride, Dial-A-Ride, and Connect were exempt from the free fare offerings.

Ms. Whelan noted that staff will present at numerous transit conferences in November, including those sponsored by CalACT and the California Transit Association.

Overall ridership in August 2020 decreased by 60.4 percent compared to August 2019. Ridership on fixed route services decreased by 58.9 percent, and by 72.6 percent on Marin Access services. Yellow bus service was suspended due to school closures throughout the entire month. August 2020 was the sixth month of ridership affected by the ongoing COVID-19 global pandemic.

In accordance with Marin Transit Board of Directors' Resolution No. 2020-05, staff collect data and report health metrics related to the COVID-19 pandemic on a monthly basis. Ms. Whelan presented data collected for the period September 10, 2020 – October 9, 2020.

Based on pass-up activity monitoring, on October 18, Sunday service was added on Route 135 with service in the Canal to the San Rafael Transit Center. The District launched back up Supplemental service (Routes 117, 122, 135, and 171) on August 10.

Discussions with the County to safely increase passenger capacity during the pandemic continue.

4. Consent Calendar
   a. Minutes for October 5, 2020
   b. Amendment to Agreement with Golden Gate Bridge Highway and Transportation District for Second Option Year
   c. Award Contract to We The Creative for Graphic Consulting Services
   d. Update to Marin Transit Personnel Policies & Procedures & Employment Compensation Framework
   e. Marin Transit Records Retention Schedule Update

Recommended Action: Approve.

M/s: Second Vice President Arnold – Director Connolly

Ayes: President Rodoni, Vice President Colin, Second Vice President Arnold, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: None

5. FY 2019/20 Year End Financial Report

Staff Report

Director of Finance and Capital Programs Lauren Gradia presented the Marin County Transit District's Year End Financial Report for Fiscal Year 2019/20.

FY 2019/20 (July 1, 2019 - June 30, 2020) was marked by an unprecedented disruption in transit service operations and ridership demand due to the COVID-19 pandemic. Marin Transit entered this period in a strong financial position. Recent years of strong economic growth enabled the District to fully fund the District's emergency and contingency reserves and the Measure AA transportation sales tax extension provides longer term baseline funding. Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funding and District reserves ensure Marin Transit can continue to provide baseline transit services in the near term. The District is working to carefully plan and evaluate options to ensure long term financial stability.

Recommended Action: Accept report.

M/s: Director Sears – Director Lucan

Ayes: President Rodoni, Vice President Colin, Second Vice President Arnold, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: None

6. FY 2019/20 Year End Performance Report

Staff Report

Director of Operations and Planning Robert Betts described the operational performance of all Marin Transit local transit services for FY 2019/20 and compared the results to the District's route level performance goals adopted by the Board on April 2, 2018. The annual report summarizes the seven service typologies and their respective productivity and subsidy goals. All but two typologies met their productivity goal and none met their subsidy goals.

The pandemic led to a steep decline in ridership and fare revenue. The District continues to operate fixed route and supplemental backup services to prevent overcrowding and limit pass-ups. Boarding capacity limitations remain in place to provide adequate social distancing. Staff will continue to monitor service and ridership levels to respond to changing circumstances as needed.

Director Rice remarked that its very impressive the way the District has handled the challenges during this unprecedented time. Ms. Rice emphasized the importance of staying focused on transit dependent riders.

Recommended Action: Accept report.

M/s: Director Rice – Vice President Colin

Ayes: President Rodoni, Vice President Colin, Second Vice President Arnold, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: None

7. Analysis of 2019/20 Measure AA Funded School Programs Managed By Marin Transit

Staff Report

Operations Manager Kelly Zalewski summarized the District's operational activities during the 2019/20 academic year related to: supplemental public transit school services, the District managed yellow bus program in Ross Valley, the College of Marin (COM) student pass program, the College of Marin express service (Route 122), and distribution of Measure AA funds to eligible yellow bus programs in Marin County.

Vice President Colin asked what percentage of Marin's schools are enrolled in the Youth Transit Pass program. Ms. Zaleswki stated she will return to the Board with this information. Ms. Colin asked how staff are communicating with schools during this time. Ms. Zalewski replied that staff communicate with school staff, superintendents, and administrative coordinators through email. Staff hold regular meetings with some school districts, depending on the volume of service. Ms. Colin suggested staff create a one-sheet description of the District's health and safety measures and precautions for school and parent distribution.

Recommended Action: Accept Report.

M/s: Vice President Colin – Director Sears

Ayes: President Rodoni, Vice President Colin, Second Vice President Arnold, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: None

8. Update on Marin Transit Ridership, Service Adjustments, and Near-Term Service Projections under COVID-19 Restrictions

Staff Report

Director of Operations and Planning Robert Betts presented an update on Marin Transit ridership, service adjustments, and near-term service projections under COVID-19 restrictions.

Staff is requesting an additional 6,020 hours of service to operate between January 1 and June 30, 2021 based on current conditions and the assumptions in the near-term service projections. The District will need to comprehensively assess all transit services once ridership patterns stabilize and staff better understands long-term financial conditions.

Marin Transit will develop decisions on future service in close collaboration with Golden Gate Transit and SMART. This will ensure that reductions or restructuring will maximize transit resources in Marin County, avoid unnecessary duplication of service, and coordinate schedules at key transfer locations.

Vice President Colin asked whether there are additional routes that Golden Gate Transit (GGT) plans to suspend where the District may need to consider adding replacement service. Mr. Betts replied that the strategy moving forward will be to add local service when GGT suspends routes, if feasible. Ms. Colin noted the decline in on demand services and suggested reaching out to inform riders of the District's latest health and safety measures to increase ridership for those services.

Director Connolly asked about the status of increasing transit vehicle capacity. Mr. Betts replied that vehicle capacity constraints remain unchanged. Mr. Connolly asked how pass-up activity affects scheduling and proposed service changes. Mr. Betts answered that the District's response to increased ridership has been to target additional service in areas with increasing pass-up activity. Mr. Betts emphasized the importance of increasing vehicle capacity restraints as the high schools return to in-person education. General Manager Nancy Whelan added that staff continue to discuss increases to vehicle capacity with the Department of Health and Human Services (HHS). Staff are proposing increasing capacity as the county's health metrics improve. Considerations for increasing vehicle capacities include education and outreach, coordination among operators, and safety.

Director Sears asked staff to clarify the time period for the $237,000 savings in the proposed adjusted schedules. Mr. Betts replied the time period is for December 2020 to June 2021.

President Rodoni asked how much longer the District can continue to sustain increasing service at high pass-up locations. Mr. Betts replied that decisions are based on finances and operational challenges such as congestion and peak platform capacity at the San Rafael Transit Center. Mr. Rodoni remarked on the importance of citing operational challenges and limitations when advocating for increased vehicle capacities with HHS.

Kevin Carroll of Marin Checker Taxi asked about when the Muir Woods Shuttle will restart. Mr. Betts responded that conversations with the National Park Service (NPS) continue and address park visitation, parking capacity, and vehicle capacity restrictions.

Recommended Action: Authorize Service Adjustments and Approve Budget Amendment 2021-04.

M/s: Director Sears – Second Vice President Arnold

Ayes: President Rodoni, Vice President Colin, Second Vice President Arnold, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: None

Adjourn President Rodoni adjourned the meeting at 11:22 A.M.

SINE DIE

_____
PRESIDENT

ATTEST:

_____
CLERK

Marin County Transit District
Board Meeting Dates for 2021

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In compliance with local and state shelter-in-place orders, and as allowed by Governor Newsom's Executive Order N-29-20, until further notice the Marin County Transit District meetings will be held remotely via Zoom. Schedule may adjust due to changes in shelter-in-place orders or availability of Marin County Board of Supervisors' Chambers

DATE	TIME	LOCATION
January 11	**9:30AM – 11:30PM***	Zoom
February 1	10AM - 12PM	Zoom
March 1	10AM - 12PM	Zoom
April 5	10AM - 12PM	Zoom
May 3	10AM - 12PM	Zoom
June 7	10AM - 12PM	Zoom
July 12	**9:30AM – 11:30AM***	Zoom
August 2	10AM - 12PM	Zoom
September 13	**9:30AM – 11:30AM***	Zoom
October 4	10AM - 12PM	Zoom
November 1	10AM - 12PM	Zoom
December 6	10AM - 12PM	Zoom

*Board meetings are typically at 10 am the first Monday of the month. Schedule may adjust due to availability of Marin County Board of Supervisors' Chambers, Room 330.

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director
supervisor district 2

kathrin sears
director
supervisor district 3

December 7, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Marin County Transit District First Quarter FY 2020/21 Financial Report

Dear Board Members:

RECOMMENDATION: Accept report and approve associated budget amendments.

SUMMARY: The quarterly report is an opportunity for your Board to review the District's financial status and to provide fiscal and operational accountability. This report represents all financial transactions for the District through the first quarter of Fiscal Year 2020/21 and requests your approval of budget amendment 2020-05.

Unaudited revenues and expenditures are shown on a full accrual basis consistent with Generally Accepted Accounting Principles (GAAP) for special districts. All known revenues and expenditures for the period are reported even if they have not been received or are awaiting payment. These include recorded estimates for property tax and other significant transactions.

First quarter operations and capital expenses and revenues were consistent with the Board-adopted budget (Attachment A).

Transit Operating Expenses
FY 2020/21 transit operating expenditures through the first quarter (Attachment A, Page 1) are $8.5 million, which is 23 percent of the annual budget of $34.9. With these expenditures, Marin Transit delivered 24 percent of budget fixed route service hours and nine percent of budgeted demand response service hours as identified in Table 1.

Transit Operating Revenue
Marin Transit's FY2020/21 operating revenues through the first quarter (Attachment A, Page 1) are $9.5 million or 25 percent of the annual budget of $34.3 million.

Capital Budget
Through the first quarter, Marin Transit's expenditures in the Capital Budget (Attachment A, Page 1) were $655,786 or six percent of the $10.7 million budget. Capital revenues typically tie closely to expenditures as they tend to be on a reimbursement basis. The primary expenditures were for three paratransit vehicles and one transit shuttle vehicle. Attachment C includes a complete Capital Report for all major Marin Transit capital projects for the current period.

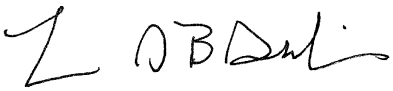
Facility Operations Budget
The facility operations expense and revenue tracked closely to the budget and were 25 percent and 24 percent of budget respectively (Attachment A page 1 and page 3).

Table 1: FY 2020/21 Year to Date (YTD) thru First Quarter Service Operations

Service	Budgeted Annual Revenue Hours	Revised - Budgeted Annual Revenue Hours	YTD thru Q1 Actual Revenue Hours	% of Annual
Regular Local and Trunk Line	114,899	112,523	27,521	24%
Community Shuttles	43,700	43,700	10,735	25%
Local and School Supplemental Service[1]	6,700	23,800	4,325	18%
Muir Woods Shuttle	6,500	1,820	0	0%
West Marin Stagecoach Service	16,400	17,450	4,184	24%
Fixed Route Subtotal	*188,199*	*199,293*	*46,765*	*23%*
Rural Dial A Ride	400	400	102	26%
Transit Connect	8,500	8,500	2,467	29%
Novato Dial-A-Ride	2,600	2,600	223	9%
Local Paratransit Service	60,400	60,400	4,210	7%
Regional Paratransit Service	7,400	7,400	400	5%
Yellow School Bus Service	6 buses	6 buses	0	-
Service	**Annual Estimated Trips**	**Revised Estimated Annual Trips**	**YTD thru Q1 Actual Trips**	**% of Annual**
Catch A Ride	14,300	14,300	3,904	27%
Volunteer Driver	14,000	14,000	3,036	22%
Note: 1) Includes College of Marin service				

FISCAL/STAFFING IMPACT: This item includes Board adoption of one administrative budget amendment (Attachment B). Amendment 2021-05 adjusts the current year capital project budgets based on the final FY2020/21 actuals to retain the total project budgets. The amendment decreases FY2020/21 capital revenue and expenses by $7,569. The shift of costs between fiscal years does not change the multi-year capital costs of the projects.

Respectfully submitted,



Lauren Gradia
Director of Finance and Capital Projects

Attachment A: FY2020/21 First Quarter Financial Report
Attachment B: FY2020/21 Budget Amendments
Attachment C: Capital Project Report

Marin Transit
FY2020/21 Q1 Budget Report
From 7/1/2020 Through 9/30/2020

Summary

	Fy20 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue					
Capital	15,853,562	8,455,992	8,694,494	655,786	7.54%
Facility Operations	124,706	173,808	173,808	42,240	24.30%
Vehicle Operations	35,725,681	35,124,123	34,328,178	8,749,314	25.49%
Total Revenue	51,703,950	43,753,923	43,196,480	9,447,340	21.87%
Expenses					
Capital	15,858,925	10,523,834	10,762,336	655,786	6.09%
Facility Operations	28,885	90,414	90,414	22,156	24.50%
Vehicle Operations	31,037,461	35,117,071	34,871,908	7,808,561	22.39%
Total Expenses	46,925,271	45,731,319	45,724,658	8,486,503	18.56%
Expenditures	46,925,271	45,731,319	45,724,658	8,486,503	18.56%
Net Revenue Over Expenditures	4,778,679	(1,977,396)	(2,528,178)	960,837	-38.01%

Marin Transit
FY2020/21 Q1 Budget Report
From 7/1/2020 Through 9/30/2020

Operations Summary - Admin, Local, Rural, Marin Access, Yellow Bus

	FY20 Actual	Total Budget · Original	Total Budget · Revised	Current Period Actual	Percent Total Budget Used
Fare Revenue	3,233,295	3,430,831	3,157,591	324,890	10%
Advertising & Other Revenue	395,462	420,240	420,240	98,647	23%
Fee for Service	1,897,214	2,074,256	2,074,256	367,741	18%
Interest	353,735	200,700	200,700	73,422	-1%
Measure A	1,699,572	727,065	727,065	0	0%
Measure A Interest	85,000	0	0	0	0%
Measure AA	11,212,364	11,995,237	11,995,237	1,392,867	12%
Measure B	956,701	1,075,000	1,075,000	370,747	34%
Property Taxes	4,755,734	4,471,001	4,471,001	1,050,000	23%
Redevelopment Area (RDA) Fees	54,204	45,500	45,500	208	0%
State Transit Assistance (STA)	2,047,902	1,498,871	1,498,871	390,225	26%
Transit Development Act (TDA)	5,225,171	3,817,097	3,817,097	954,274	25%
Other State	18,958	16,300	16,300	4,853	30%
FTA Funds	3,475,476	5,713,288	5,713,288	3,721,440	65%
National Park Service	370,399	538,738	16,033	0	0%
Cost Center Revenue Transfers	(55,505)	(900,000)	(900,000)	0	0%
Total Revenue	35,725,681	35,124,123	34,328,178	8,749,314	25%
Salaries and Benefits	2,470,182	2,675,000	2,675,000	633,381	24%
Consultant Services	268,196	560,508	560,508	47,820	9%
Professional Service-Legal	25,385	100,000	100,000	7,192	7%
Security and Maintenance	261,864	312,130	312,130	47,849	15%
Customer Service	637,447	659,555	659,555	163,104	25%
Mobility Management Support Programs	9,812	72,000	72,000	0	0%
Grants to External Agencies	435,485	435,485	435,485	0	0%
Office Supplies	359,293	739,694	739,694	220,290	30%
General Insurance	47,662	63,000	63,000	63,052	100%
Contract Service Operation	24,172,094	26,442,927	26,050,929	6,139,735	24%
Membership & Prof Development	22,955	52,318	52,318	2,934	6%
Mileage and Travel	16,015	25,000	25,000	46	0%
Marketing	126,142	199,042	199,042	11,737	6%
Communication	158,029	228,670	228,670	124,920	55%
Fuel	2,111,976	2,820,333	2,967,168	398,077	13%
Vehicle Leases	19,019	25,472	25,472	0	0%
Office - Rental and Overhead	137,817	142,000	142,000	34,624	24%
Partner Agency Pass Through	85,000	0	0	0	0%
Cost Center Transfers	(326,912)	(436,063)	(436,063)	(86,199)	20%
Total Expenses	31,037,461	35,117,071	34,871,908	7,808,561	22%
Net Revenue Over Expenditures	4,688,220	7,052	(543,730)	940,753	-173%

Marin Transit
FY2020/21 Q1 Budget Report
From 7/1/2020 Through 9/30/2020

Facility Operations

	FY20 Actual	Total Budget · Original	Total Budget · Revised	Current Period Actual	Percent Total Budget Used
Rental Revenue	124,706	173,808	173,808	42,240	24.30%
Total Revenue	124,706	173,808	173,808	42,240	24.30%
Consultant Services	9,632	14,000	14,000	9,815	70.10%
Security and Maintenance	0	18,000	18,000	401	2.22%
Office Supplies	0	5,000	5,000	0	0.00%
General Insurance	742	5,200	5,200	3,038	58.42%
Fuel	12,547	34,200	34,200	6,681	19.53%
Cost Center Transfers	5,964	14,014	14,014	2,220	15.84%
Total Expenses	28,885	90,414	90,414	22,156	24.50%
Net Revenue Over Expenditures	95,821	83,394	83,394	20,084	24.08%

Marin Transit
FY2020/21 Q1 Budget Report
From 7/1/2020 Through 9/30/2020

Detail: Administration		FY20 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Interest	4070400	353,735	200,700	200,700	73,422	37%
Development Fees	4079950	22,103	20,500	20,500	-	0%
Residual ABX 126	4079954	32,101	25,000	25,000	208	1%
PropTax-CurrntSecured	4080101	4,143,282	4,200,000	4,200,000	1,050,000	25%
County Fee-SV2557	4080102	(55,828)	(66,499)	(66,499)	-	0%
Property Tax-Unitary	4080103	38,244	39,000	39,000	-	0%
PropTax-CurrntUnSecur	4080104	86,244	80,000	80,000	-	0%
Educ Rev Augm Fund-Redist	4080105	441,482	120,000	120,000	-	0%
PropTax-Supp CY SECR	4080106	92,303	90,000	90,000	-	0%
PropTax-Supp Unsecured	4080107	3,583	1,000	1,000	-	0%
PropTax-Redemtion	4080108	3,291	2,000	2,000	-	0%
Property Tax-Prior Unsecured	4080109	3,133	5,500	5,500	-	0%
National Park Service	4089901	154	150	150	-	0%
Other State	4119940	239	300	300	-	0%
Total Revenue		5,164,066	4,717,651	4,717,651	1,123,630	24%
Property Tax Transfer	4700001	(467,196)	(3,495,075)	(3,495,075)	(150,507)	4%
Total Transfers		(467,196)	(3,495,075)	(3,495,075)	(150,507)	4%
Net Revenue		4,696,870	1,222,576	1,222,576	973,123	80%
Expense						
Salaries	5010200	1,586,784	1,710,720	1,710,720	455,557	27%
Employee Benefits	5020000	883,398	964,280	964,280	177,824	18%
Consultant Services	5030301	119,669	200,000	200,000	18,935	9%
Professional Svcs - Legal	5030303	25,385	100,000	100,000	7,192	7%
Prof Svcs - Accounting and Audit	5030305	28,535	35,898	35,898	-	0%
Security Services	5030701	140	-	-	-	-
Office Supplies	5049901	7,784	13,000	13,000	(434)	-3%
Small Furn/Equip	5049902	2,123	10,000	10,000	7,414	74%
Software	5049903	69,213	65,000	65,000	46,220	71%
Copier Suppl & Srvc	5049904	8,784	9,725	9,725	2,022	21%
Postage	5049905	2,349	3,278	3,278	7	0%
Computers	5049906	10,065	21,500	21,500	33	0%
COVID- Supplies and Cleaning	5049911	3,057	-	-	1,742	-
Communication - Phone	5050201	28,111	32,500	32,500	4,965	15%
Insurance - Gen Liability	5060301	47,662	63,000	63,000	63,052	100%
Membership & Prof Development	5090101	22,955	52,318	52,318	2,934	6%
Mileage and Travel	5090202	16,015	25,000	25,000	46	0%
Marketing	5090801	12,747	13,506	13,506	90	1%
Office Rental	5121200	137,817	142,000	142,000	34,624	24%
Subtotal Expense		3,012,593	3,461,726	3,461,726	822,221	24%
Salary/Benefit Transfers	5100100	(2,345,658)	(2,497,265)	(2,497,265)	(622,476)	25%
Transfer Overhead	5100101	(658,288)	(629,039)	(629,039)	(167,384)	27%
Total Transfers		(3,003,945)	(3,126,304)	(3,126,304)	(789,859)	25%
Total Expense		8,648	335,423	335,423	32,362	10%

Marin Transit
FY2020/21 Q1 Budget Report
From 7/1/2020 Through 9/30/2020

Detail - Local		FY20 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Advertising Revenue	4060301	237,238	265,740	265,740	57,382	22%
Lease of Property	4070301	158,224	154,500	154,500	41,265	27%
Local Government Payments	4090101	30,000	-	-	-	-
Measure A Sales Tax	4092001	1,699,572	565,432	565,432	-	0%
Measure A Sales tax - Interest	4092003	85,000	-	-	-	-
Measure AA - Sales Tax	4092005	7,703,546	8,899,994	8,899,994	595,626	7%
State Transit Assistance -Pop. Based	4110101	944,383	607,097	607,097	146,479	24%
Transit Develoment Act (TDA)	4110102	5,225,171	3,817,097	3,817,097	954,274	25%
State Transit Assistance - Lifeline	4110103	391,151	-	-	-	-
State Transit Assistance - Rev Based	4110104	650,000	831,774	831,774	213,746	26%
SREC Credits	4119911	-	-	-	4,853	-
Fed-FTA 5307 Urbanized Area	4139910	-	70,520	70,520	-	0%
Fed-FTA 5307 CARES	4139914	1,500,608	3,000,000	3,000,000	3,286,871	110%
National Park Service	4139951	370,245	538,588	15,883	-	0%
Special Fares - Paid By Another	4020000	510,430	646,250	373,010	-	0%
Fare Revenue	4140100	1,964,027	1,786,534	1,786,534	283,866	16%
Total Revenue		21,469,595	21,183,525	20,387,580	5,584,362	27%
Transfers						
Property Tax Transfer	4700001	39,176	1,500,000	1,500,000	117,958	8%
Program Revenue Transfer	4700002	66,604	80,000	80,000	-	0%
Total Transfers		105,780	1,580,000	1,580,000	117,958	7%
Net Revenue		21,575,375	22,763,525	21,967,580	5,702,320	26%
Expense						
Consultant Services	5030301	45,392	210,000	210,000	19,320	9%
Fare Processing Charges	5030310	14,523	17,510	17,510	205	1%
Customer Service	5030320	310,030	330,000	330,000	80,715	24%
Custodial Service	5030602	12,133	22,613	22,613	-	0%
Security Services	5030701	248,254	287,560	287,560	47,849	17%
Fuel	5040101	1,405,450	1,852,562	1,983,935	302,128	15%
Electrical Power	5040160	28,906	60,000	60,000	7,484	12%
Small Furn/Equip	5049902	3,983	5,000	5,000	-	0%
Software	5049903	38,311	42,000	42,000	35,640	85%
COVID- Supplies and Cleaning	5049911	45,828	300,000	300,000	42,194	14%
Communication	5050200	59,692	114,740	114,740	85,733	75%
Purchased Transportation	5080101	17,191,268	18,315,607	17,770,564	4,516,843	25%
Marketing	5090801	72,320	98,403	98,403	7,587	8%
Expense Transfer - GGT Pass Thru	5100404	85,000	-	-	-	
Subtotal Expense		19,561,090	21,655,996	21,242,326	5,145,698	24%
Cost Center Salary/Benefit Transfers	5100100	1,587,426	1,589,698	1,589,698	438,665	28%
Cost Center Transfer Overhead	5100101	426,859	422,368	422,368	117,957	28%
Total Transfers		2,014,285	2,012,066	2,012,066	556,622	28%
Total Expense		21,575,375	23,668,062	23,254,392	5,702,320	25%

Marin Transit
FY2020/21 Q1 Budget Report
From 7/1/2020 Through 9/30/2020

Detail - Rural

		FY20 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Measure A Sales Tax	4092001	-	27,059	27,059	-	0%
Measure AA - Sales Tax	4092005	900,000	564,320	564,320	417,880	74%
Fed-FTA 5311 Rural	4139920	231,638	220,302	220,302	27,443	12%
Fed-FTA 5311 CARES	4139923	239,772	109,772	109,772	50,000	46%
Fare Revenue	4140100	81,649	81,423	81,423	13,802	17%
Total Revenue		1,453,059	1,002,875	1,002,875	509,125	51%
Transfers						
Property Tax Transfer	4700001	362,105	995,407	995,407	6,965	1%
Total Transfers		362,105	995,407	995,407	6,965	1%
Net Revenue		1,815,164	1,998,282	1,998,282	516,090	26%
Expense						
Consultant Services	5030301	4,472	15,450	15,450	351	2%
Fuel	5040101	199,554	241,500	256,962	41,957	16%
Small Furn/Equip	5049902	132	5,000	5,000	1,642	33%
COVID- Supplies and Cleaning	5049911	-	-	-	1,503	-
Communication-AVL	5050205	13,756	17,652	17,652	12,887	73%
Communication-Data	5050206	831	1,093	1,093	208	19%
Purchased Transportation	5080101	1,457,241	1,535,051	1,688,096	421,219	25%
Marketing	5090801	8,073	34,132	34,132	3,423	10%
Subtotal Expense		1,684,060	1,849,879	2,018,386	483,189	24%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	103,321	109,503	109,503	25,936	24%
Cost Center Transfer Overhead	5100101	27,783	32,205	32,205	6,974	22%
Total Transfers		131,104	141,708	141,708	32,910	23%
Total Expense		1,815,164	1,991,587	2,160,094	516,099	24%

Marin Transit
FY2020/21 Q1 Budget Report
From 7/1/2020 Through 9/30/2020

Detail - Special / Marin Access

		FY20 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Measure A Sales Tax	4092001	-	134,574	134,574	-	0%
Measure AA - Sales Tax	4092005	2,137,479	1,930,923	1,930,923	376,148	19%
Measure B	4099950	956,701	1,075,000	1,075,000	370,747	34%
State Transit Assistance -Pop. Based	4110101	62,368	60,000	60,000	30,000	50%
State Prop Tx Relief HOPTR	4119910	18,719	16,000	16,000	-	0%
Fed-FTA 5307 Formula	4139910	687,028	697,574	697,574	73,659	11%
Fed-FTA 5307 CARES	4139914	315,743	1,500,000	1,500,000	279,807	19%
Fed-FTA 5310 Mobility	4139915	500,687	115,120	115,120	3,660	3%
Fare Revenue	4140100	224,988	342,960	342,960	27,222	8%
GGBHTD Pymt local Paratransit	4601003	1,036,216	1,148,187	1,148,187	242,348	21%
GGBHTD Pymt for Reg. Paratransit	4601004	738,501	819,586	819,586	125,392	15%
Total Revenue		6,678,429	7,839,924	7,839,924	1,528,984	20%
Transfers						
Property Tax Transfer	4700001	1,561	80,000	80,000	24,424	31%
Program Revenue Transfer	4700002	(66,604)	(80,000)	(80,000)	-	0%
Total Transfers		(65,043)	-	-	24,424	-
Net Revenue		6,613,386	7,839,924	7,839,924	1,553,408	20%
Expense						
Consultant Services	5030301	36,094	63,000	63,000	8,107	13%
Fare Processing Charges	5030310	586	-	-	-	-
Customer Service	5030320	327,417	329,555	329,555	82,389	25%
Fuel	5040101	478,066	666,271	666,271	46,508	7%
Small Furn/Equip	5049902	431	5,000	5,000	-	0%
Software	5049903	145,414	183,315	183,315	61,676	34%
COVID- Supplies and Cleaning	5049911	21,283	75,076	75,076	20,632	27%
Communication-MERA Radio	5050204	20,291	21,598	21,598	20,204	94%
Communication-Data	5050206	15,587	15,450	15,450	923	6%
Purchased Transportation	5080101	4,457,843	5,144,938	5,144,938	1,082,928	21%
Purchased Transportation - Regional	5080102	639,654	785,074	785,074	118,746	15%
Marketing	5090801	32,809	50,000	50,000	638	1%
Misc-Exp Transit User Training	5098001	7,242	12,000	12,000	-	0%
Gap Grant	5098002	2,570	60,000	60,000	-	0%
Total Expense		6,185,288	7,411,276	7,411,276	1,442,750	19%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	337,378	312,866	312,866	87,207	28%
Cost Center Transfer Overhead	5100101	90,721	92,015	92,015	23,450	25%
Total Transfers		428,099	404,880	404,880	110,657	27%
Total Expense		6,613,386	7,816,156	7,816,156	1,553,407	20%

Marin Transit
FY2020/21 Q1 Budget Report
From 7/1/2020 Through 9/30/2020

Detail - Yellow Bus

		FY20 Actual	Total Budget - Original	Total Budget - Revised	Current Period Actual	Percent Total Budget Used
Revenue						
Fares - Pd by Anthr Agency	4030000	151,010	151,000	151,000	-	0%
Local Government Payments	4090101	92,497	106,483	106,483	-	0%
Measure AA - Sales Tax	4092005	471,339	600,000	600,000	3,213	1%
Fare Revenue - Yellow Bus	4140105	301,192	422,665	422,665	-	0%
Total Revenue		1,016,038	1,280,148	1,280,148	3,213	0%
Transfers						
Property Tax Transfer	4700001	8,849	19,668	19,668	1,160	6%
Total Transfers		8,849	19,668	19,668	1,160	6%
Net Revenue		1,024,887	1,299,816	1,299,816	4,373	0%
Expense						
Consultant Services	5030301	5,595	-	-	300	-
Fare Processing Charges	5030310	13,330	18,650	18,650	602	3%
Custodial Service	5030602	1,337	1,957	1,957	-	0%
Small Furn/Equip	5049902	136	1,800	1,800	-	0%
Software	5049903	400	-	-	-	-
Communication-AVL	5050205	11,550	15,852	15,852	-	0%
Communication-Data	5050206	8,210	9,785	9,785	-	0%
Yellow Bus School Service	5080103	426,087	662,256	662,256	-	0%
Marketing	5090801	193	3,000	3,000	-	0%
Measure AA Yellow Bus Grants	5098008	435,485	435,485	435,485	-	0%
Leases and Rentals - Passenger Vehicles	5120401	19,019	25,472	25,472	-	0%
Total Expense		921,342	1,174,257	1,174,257	902	0%
Transfers						
Cost Center Salary/Benefit Transfers	5100100	81,603	101,681	101,681	2,736	3%
Cost Center Transfer Overhead	5100101	21,943	29,905	29,905	736	2%
Total Transfers		103,546	131,586	131,586	3,472	3%
Total Expense		1,024,888	1,305,843	1,305,843	4,373	0%

Detail:Capital Budget

		Total Project Budget	FY2020/21 Budget	FY2020/21 Revised	FY2020/21 Actual	Total Project Expenditures
EA	Replace 2 Artics with 4 - 40ft Electric	4,366,507	1,000	1,000	0	2,220
PC	Purchase 16 Paratransit Replacements	1,472,000	1,471,000	1,466,234	378,449	384,215
SC	Purchase 9 Shuttle Replacements	1,161,000	1,160,000	1,155,025	3,777	9,752
XB	Purchase 4 Replacement XHFs	1,740,000	1,728,597	1,727,407	1,342	13,935
XC	Purchase 2 XHF Replacements	850,000	850,000	847,363	1,520	4,157
NR	Staff Car	49,000	49,000	49,000	0	0
	Subtotal Vehicles	***9,638,507***	***5,259,597***	***5,246,030***	***385,088***	***414,279***
BN	Novato Bus Stop Shelters	0	0	0	0	0
	Subtotal Bus Stop Improvements	***0***	***0***	***0***	***0***	***0***
FS	Facility - Improvements	1,187,842	1,187,842	1,187,842	22,607	22,607
YF	Yellow Bus Parking Facility	3,000,000	3,000,000	3,000,000	0	0
	Subtotal Facility	***4,187,842***	***4,187,842***	***4,187,842***	***22,607***	***22,607***
AY	AVL Replacement Equipment	180,000		32,225	12,750	160,525
ME	MERA	29,000	29,000	29,000	2,243	2,243
RT	Realtime Signs	212,394	210,394	184,167	4,568	32,795
	Subtotal Technology Projects	***241,394***	***239,394***	***245,392***	***19,561***	***195,563***
GG	Golden Gate Capital Costs (GG)	17,000	17,000	17,000	4,174	4,174
BM	Bus Stop Maintenance (BM)	120,000	120,000	120,000	25,294	25,294
VR	Major Vehicle Repairs (VR)	300,000	300,000	300,000	3,005	3,005
IF	Infrastructure Support (IF)	400,000	400,000	590,000	196,057	196,057
	Subtotal Ongoing Capital Expenses	***837,000***	***837,000***	***1,027,000***	***228,530***	***228,530***
	Total Expenditures	***14,904,743***	***10,523,833***	***10,706,264***	***655,786***	***860,978***

Attachment B

FY2020/21 Q1
Budget Amendments

Number	Board Authorization	Description	Function	Program	Project	GL	Original	Change	Final
2021-01	6/1/2020	Reduce GGT hours by 14,800 revenue (17/17x)	Operations	LCL	NA	5080104- Purchased Transportation GGT	10,237,536	(1,859,970)	8,407,566
			Operations	LCL	NA	5040150-Oil and Fuel GGT	836,927	(151,160)	685,317
		Increase Marin Airporter hours by 12,424 revenue hours (add 17/17x, and reduce 22 hours by 2,375)	Operations	LCL	NA	5080106- Purchased Transportation MA	6,196,803	656,975	6,853,778
			Operations	LCL	NA	5040151-Oil and Fuel Airporter	760,948	122,949	883,897
		Increase Stagecoach Hours by 1,050	Operations	STG	NA	5080105- Purchased Transportation	$1,509,363	$62,118	$1,571,481
			Operations	STG	NA	5040152-Oil and Fuel	$241,500	$15,462	$256,962
		Transfer seven 2015, 40ft Gillig Hybrids between contractors	Capital	CPT	IF	5230101 Vehicles	0	$190,000	$190,000
		Total Change for 2021-01						($1,153,626)	
2021-02	7/13/2020	Increase Project budget for 2- XHF Replacements	Capital	XC	NA	5230101 Vehicles	$850,000	$56,241	$906,241
2021-03	8/03/2020	Add 8,500 hours of SUP service to the MV contract to address COVID impacts	Operations	SUP,01	NA	5080105 – Purchased Transportation MV	$831,275	$761,480	$1,592,755
			Operations	MWS	NA	5080105 – Purchased Transportation MV	$854,122	($184,135)	$669,987
			Operations	STG	NA	5080105 – Purchased Transportation MV	$1,571,481	($58,450)	$1,513,031
			Operations	LCL	NA	5040152 – Oil and Fuel	126,846	$140,314	$267,160
			Operations	MWS	NA	5040152 -Oil and Fuel	105,000	($33,923)	$71,077

								($625,287)	
2021-04	11/02/2020	Add 7,000 SUP service and 1,600 SUP School service to MV contract to address COVID Impacts, Reduce Muir Woods shuttle hours by 4,680.	Operations	SUP,01	NA	5080105 – Purchased Transportation MV	$1,592,755	$491,230	$2,083,985
			Operations	MWS	NA	5080105 – Purchased Transportation MV	$669,987	($531,962)	$138,024
			Operations	STG	01	5080105 – Purchased Transportation MV	$1,513,031	$149,377	$1,662,409
			Operations	SUP,05	NA	5080105 – Purchased Transportation MV	$0	$121,340	$121,340
			Operations	LCL	NA	5040152 – Oil and Fuel	$267,160	$75,670	$342,830
			Operations	MWS	NA	5040152 -Oil and Fuel	$71,077	($41,677)	$29,400
			Operations	SUP,05	NA	5040152 -Oil and Fuel	$0	$19,200	$19,200
			Operations	MWS	NA	4139952 Fed- National Parks Fare Payment	$172,500	($124,200)	$48.300
			Operations	MWS	NA	4139951 National Parks Payment	$538,588	($522,705)	$15,882
			Operations	MWS	NA	4140106 Muir Woods Shuttle Fares	$207,000	($149,040)	$57.960
2021-05	Pending	Roll forward of FY2020 Capital Project expenditures;	Capital	Capital	EA	Future Years	$4,366,007	($1,720)	$4,363,287
					PC	5230101 Vehicles	$1,471,000	($4,766)	$1,466,234
					SC	5230101 Vehicles	$1,160,000	($4,975)	$1,155,025
					XB	5230101 Vehicles	$1,728,597	($1,190)	$1,727,407
					XC	5230101 Vehicles	$850,000	($2,637)	$847,363
					AY	5230102 Equipment	0	$32,056	$32,056
					RT	5230102 Equipment	$210,394	($26,227)	$184,167

Capital Projects Report FY2020/21

This capital project report provides detail FY2020/21. Project descriptions and status are given for all major capital projects. Projects are grouped according to project type as shown below.

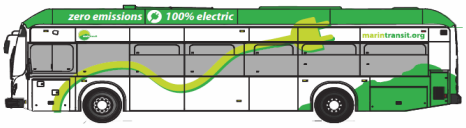
	Total Project Budgets	Total Expended thru Q1 FY2021	Total Project Expenditures	
Vehicles	$5,246,030	$385,088	$414,278	
Bus Stop Improvements	$0	$0	$0	
Facility	$4,187,842	$22,607	$22,697	
Technology Projects	$245,394	$19,561	$195,732	
Ongoing Capital Expenses	$837,000	$228,530	$228,530	(annual)
	$10,516,266	$655,786	$861,236	

VEHICLES

Purchase Four 40ft Electric Vehicles (Replacement) **Total Project Budget** **$4,366,507**

Concept: Replace two 60ft Artics with four 40ft Electric Buses

Funding: $3,580,536 Federal Section 5307
$785,971 Measure A



Description: Purchase of four 40-foot Battery Electric Buses to replace two 60-foot Articulated buses beyond their useful life

Status: These vehicles will replace three 60-ft articulated buses in a seat for seat replacement. Staff will bring this to the Board in October, 2020.

Project ID	*Budget*	*Expended to Date*	*Percent Complete*	*Anticipated Completion Date*
EA	$4,366,507	$2,220	0%	Dec-21

VEHICLES

Purchase 16 Paratransit Vehicles (Replacements) **Total Project Budget** **$1,472,000**

Concept: Purchase 16 Paratransit Replacements

Funding: $1,207,040 Federal 5307
$263,738 Measure A
$1,222 Property Tax

Description: Purchase 16 Paratransit Vehicles to replace vehicles beyond their useful life.

Status: Board authorized the purchase of 15 paratransit vehicles in May 2020. The remaining vehicle replacement is being delayed to pilot a battery electric cutaway in the future. Staff anticipates delivery of the paratransit vehicles in October 2020.

Project ID	*Budget*	*Expended to Date*	*Percent Complete*	*Anticipated Completion Date*
PC	$1,472,000	$384,214	26%	Dec-20

VEHICLES

Purchase 9 Shuttle Replacements **Total Project Budget** **$1,161,000**

Concept: Purchase Nine Shuttle Replacements

Funding: $952,020 Federal Section 5307
$208,980 State STA SB1

Description: Replace 9 Shuttles that are beyond their useful life

Status: Board authorized the purchase of nine replacement shuttle vehicles in May 2020. Delivery of the vehicles is anticipated in November 2020.

Project ID	*Budget*	*Expended to Date*	*Percent Complete*	*Anticipated Completion Date*
SC	$1,161,000	$9,753	10%	Jan-21

VEHICLES

Purchase Four 30ft XHF Vehicles (Replacement) **Total Project Budget** **$1,740,000**

Concept: Purchase four 35ft XHF vehicles

Funding: $559,600 Federal Section 5307
$94,089 State Transit Assistance - Revenue Based
$313,147 State Transit Assistance - State of Good Repair
$576,670 Measure A
$151,494 Paul Sarbanes

Description: Purchase of four replacement 30-foot XHFs

Status: These vehicles will replace 4 cutaway vehicles beyond their useful life. This purchase was approved by your Board in April 2019. Delivery of these vehicles was expected this year, but is anticipated to be delayed due to COVID-19 impacts at the manufacturer's site. Delivery is now expected in February 2021.

Project ID	*Budget*	*Expended to Date*	*Percent Complete*	*Anticipated Completion Date*
XB	$1,740,000	$13,934	1%	Jun-21

VEHICLES

Purchase Two 35ft XHF Vehicles (Replacement) **Total Project Budget** **$906,241**

Concept: Purchase two 35ft XHF vehicles

Funding: $743,118 Federal 5307
$56,241 State STA SB1
$163,123 Measure B

Description: Purchase of two replacement 35-foot XHFs

Status: Board authorized the purchase of two replacement XHFs in May 2020. Staff anticipates delivery of these vehicles in October 2021.

Project ID	*Budget*	*Expended to Date*	*Percent Complete*	*Anticipated Completion Date*
XC	$906,241	$4,157	0%	Sep-21

VEHICLES

Staff Car **Total Project Budget** **$49,000**

Concept: Purchase an electric staff car

Funding: $2,000 Measure B
$2,000 CVRP Rebate
$45,000 State STA

Description: Purchase an electric staff car to replace a retired-active vehicle

Status: Board approved the purchase of a new electric staff car on May 4, 2020. This purchase is delayed until a charging station is installed at Marin Transit's office location, and staff return to the office.

Project ID	*Budget*	*Expended to Date*	*Percent Complete*	*Completion Date*
NR	$49,000	$0	0%	Jun-21

ADMIN AND OPERATIONS FACILITY

Maintenance Facility - Capital Improvements **Total Project Budget** **$1,187,842**

Concept: Acquire property and develop a maintenance facility

Funding: $1,084,589 Measure A/Capital Reserves
$103,253 FTA 5339

Description: Purchase land for a new facility and make improvements

Status: Marin Transit successfully completed the purchase of right of way at 600 Rush Landing Rd in Novato. Additional improvements are being planned for the site like enhanced fencing, lighting, and infrastructure for charging electric buses. Maintenance capacity at this site is being evaluated.

Project ID	*Budget*	*Expended to Date*	*Percent Complete*	*Anticipated Completion Date*
FS	$1,187,842	$22,697	2%	Jun-21

Yellow Bus Parking Facility **Total Project Budget** **$3,000,000**

Concept: Identify and purchase property for vehicles

Funding: $3,000,000 Capital Reserve

Description: Replace temporary leased parking with a permanent location

Status: Marin Transit is evaluating and identifying opportunities for land acquisition.

Project ID	*Budget*	*Expended to Date*	*Percent Complete*	*Anticipated Completion Date*
YF	$3,000,000	$0	0%	NA

TECHNOLOGY PROJECTS

TECHNOLOGY PROJECTS **Total Project Budget** **$421,394**

Concept: District technology projects

Funding:
$99,631 Measure A
$174,163 Lifeline - Federal Section 5307
$147,600 Federal Section 5307

Projects:		Total Project Cost	Expended to Date
AY	AVL Replacements	$180,000	$160,694
ME	MERA	$29,000	$2,243
RT	Realtime Signs	$212,394	$32,795

Description: Marin Transit provides technology acquisitions for vehicle operations, fare collection, and passenger information

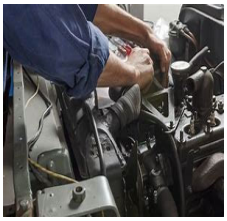
Status: Marin Transit will continue the project to pay for fareboxes and on board equipment associated with vehicle replacements. AVL Replacements are underway and should be complete in February 2021. Real Time Signs contract has been awarded with work underway. The MERA radio project includes the capital bond payments.

ONGOING CAPITAL EXPENSES

Ongoing Capital Expenses **Annual Budget** **$1,027,000**

Concept: Ongoing capital expenses

Funding: $1,027,000 Measure A



Projects:		Total Project Budgets	Annual Budget	Expended in FY2021
GG	Golden Gate Capital Costs	$17,000	$17,000	$4,174
BM	Bus Stop Maintenance	$120,000	$120,000	$25,294
VR	Major Vehicle Repairs	$300,000	$300,000	$3,005
IF	Infrastructure Support	$590,000	$590,000	$196,057

Description: Ongoing capital costs associated with the Golden Gate operations

Status: Capital depreciation expenses for equipment owned by Golden Gate Transit are billed monthly. Major vehicle repairs, such as transmissions, are expended as needed. Infrastructure support includes small capital projects, staff support, and work on partner agency capital projects.

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director
supervisor district 3

December 7, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Marin County Transit District First Quarter FY 2020/21 Performance Report

Dear Board Members:

RECOMMENDATION: Accept report.

SUMMARY: As part of the District's service monitoring process, staff has prepared a quarterly performance report alongside the quarterly financial report. Attached is the report for the first quarter of FY 2020/21.

The quarterly report provides route-level statistics and performance measures with financial data and an in-depth analysis of trends. The report discusses any relevant external factors, such as service changes.

Additional detailed analyses of system performance and trends are provided in an annual system performance report. This report is available on the District's website at https://marintransit.org/service performance reports in addition to the monthly reports.

FISCAL/STAFFING IMPACT: None associated with this report.

Respectfully submitted,

Aida Banihashemi
Planning Manager

Attachments

Quarterly Performance Report for FY 2020/21 Q1

This report summarizes the operational performance of Marin Transit services for the first quarter of FY 2020/21 from July 1, 2020 through September 30, 2020. The Quarterly Performance Report provides detailed route-level statistics, analyzes trends, and evaluates performance measures established under Measure A and Measure AA.

Report Format

The data presented in this report is generated directly from TransTrack, Marin Transit's data management system. TransTrack enables Marin Transit to consolidate and analyze all operational data from the District's transit programs and contractors as one system. The reporting tools capture all costs associated with service operations and is not limited to contractor costs. This reporting format most accurately represents the District's actual costs of providing service.

Route performance is presented relative to typology-based targets. The Board updated the targets on April 2, 2018 as part of a larger performance monitoring plan update. These typology-based targets match routes and service levels to the markets they are intended to serve. All performance and financial data are consistent with the District's reporting for the National Transit Database.

Performance Goals

Performance goals at the route level are measured in both productivity (unlinked passengers per hour and per trip) and cost-effectiveness (subsidy per unlinked passenger trip). **Table 1** below summarizes route level performance goals by typology. Note that there are currently no productivity or cost-effectiveness goals identified for the Yellow Bus or Partnership service typologies.

Table 1: Productivity and Subsidy Goals by Service Typology

Service Typology	Routes	Unlinked Passenger Trips per Hour (at or above)	Subsidy per Passenger Trip (at or below)
Local Trunkline	35, 36, 71x	20	$4.50
Regular Local	17, 22, 23, 23X, 29, 49	18	$6.50
Local Connector	219, 228, 233, 245, 251, 257	8	$9.00
Supplemental	113, 115, 117, 119, 125, 139, 145, 149, 151, 154	20 per trip	$3.00
Rural	61, 68	6	$12.00
Recreational	66 (Muir Woods Shuttle)	25	$3.00
Demand Response	Local DAR, Novato DAR, Dillon Beach/Tomales DAR, Point Reyes DAR	2	$35.00

Performance Summary

In the first quarter of FY 2020/21, Marin Transit carried a total of 337,544 passengers systemwide. This represents a decrease of 60.9% in ridership compared to the first quarter of fiscal year 2019/20. On fixed-route transit services including Yellow School Bus, Marin Transit carried 325,419 riders. This is a 59.3% decrease from the previous fiscal year. Marin Access services carried 12,123 trips on demand response and mobility management programs, a decrease of 72.1% compared to the year before. The tables at the end of this report provide a breakdown of all route-level statistics.

Local Trunkline (Routes 35, 36, and 71x)
In the first quarter of FY 2020/21, Local Trunkline services carried 128,563 passengers. This is a 57.3% decrease compared to the first quarter of the previous fiscal year. No routes met the productivity target of 20 passengers per hour nor the $4.50 per passenger subsidy target.

Local Basic (Routes 17, 22, 23, 23x, 29, and 49)
Local Basic services carried a total of 110,275 passengers during the first quarter of this fiscal year, a decrease of 58.3% compared to last fiscal year. None of the routes met the subsidy target of $6.50 per passenger or the performance target of 18 passengers per hour.

Local Connector (Routes 219, 228, 233, 245, 251, and 257)
During the first quarter of the fiscal year, Local Connector services carried 42,299 total passengers. This is 60.4% fewer than the previous year. None of these routes met the productivity target of 8 passengers per hour or the subsidy target of $9.00 per passenger.

Supplemental School (Routes 113, 115, 119, 125, 139, 145, 149, 151, and 154)
Supplemental school services were suspended due to the COVID-19 pandemic Shelter in Place order and school closures. Thus, these routes carried no passengers during the first quarter of FY 2020/21.

Supplemental Back up Service (Routes 400 COVID, 600 COVID, 117, 135, and 171)
The District created two new supplemental routes (400 COVID & 600 COVID) to serve the Canal corridor and Highway 101 bus pads and alleviate limits on boarding capacity related to the COVID-19 pandemic. This backup service went into effect in late May 2020 and ended on August 10, 2020 when the District launched three new back-up routes (117, 135, and 171). In addition to the Canal corridor and 101 bus pads, the District provided new backup service in Mill Valley and Strawberry. Supplemental back-up service carried 28,680 passengers during the first quarter of FY 2020/21. There are no performance targets established for this service.

Rural (West Marin Stagecoach Routes 61 and 68)
In the first quarter of the fiscal year, the two Stagecoach routes carried 14,841 passengers. This is a 55.6% decrease from the prior year. Neither route met the subsidy goal of $12.00 per passenger or productivity goal of 6 passengers per hour.

Partnership Services (Route 122 – College of Marin Express)
Route 122 was suspended due to the COVID-19 pandemic, and resumed service on August 10, 2020 along with the supplemental backup routes. During the first quarter of FY 2020/21, Route 122 carried 761 passengers. This represents an 83% decrease from the first quarter of the previous year.

Yellow Bus
Ross Valley School District yellow bus service was suspended due to the COVID-19 pandemic Shelter in Place order and school closures.

Recreational (Route 66-Muir Woods Shuttle)
The Muir Woods Shuttle service has been suspended since March 16, 2020 due the COVID-19 pandemic and did not operate during the first quarter of FY 2020/21.

Marin Access

Mobility Management programs offered by Marin Access include demand response services, Catch-A-Ride, and Volunteer Driver programs.

In the first quarter of FY 2020/21, local paratransit carried 7,773 passengers. The service productivity average of 1.8 passengers per hour did not meet the 2.0 standard. The number of passengers represents a 75% decrease in ridership compared to the prior fiscal year. The service did not meet the subsidy target of $35.00 per passenger.

The Novato Dial-a-Ride service carried 464 passengers and met its 2.0 productivity standard at 2.1 passengers per hour. Ridership was 64.6% lower than in the previous fiscal year. The service did not meet the subsidy target of $35.00 per passenger.

The Dillon Beach/Tomales Dial-a-Ride provides curb-to-curb pick-up and drop-off between Dillon Beach, Tomales, and Petaluma and operates on Wednesdays only. During the first quarter of the fiscal year, the service carried 55 passengers, a 52% decrease compared to last year. The service productivity average of 0.8 passengers per hour did not meet the 2.0 target, and the service did not meet its subsidy target of less than $35.00 per passenger.

In July 2016, Marin Transit added a general public dial-a-ride service between Point Reyes Station and Novato. The service currently runs twice per month on the first and third Monday. In the first quarter of the fiscal year, the service carried 40 passengers, 40.3% lower than the first quarter of last year, and did not meet its 2.0 productivity target with 1.3 passengers per hour. The service did not meet the subsidy target of less than $35.00 per passenger trip.

The Volunteer Driver Program completed 213 trips in the first quarter of FY 2020/21. This represents a 93% decrease compared to the previous fiscal year.

The Catch-a-Ride program provided 3,204 one-way trips. This is a decrease of 17.9% compared to the prior year.

Marin Transit launched a new on-demand microtransit service, Marin Transit Connect, in FY 17/18. This pilot program carried 374 passengers in the first quarter of FY 2020/21, a 90.5% decrease from the prior year. There are no Board-adopted performance targets for the Connect service. In early FY 19/20, staff provided a one-year evaluation report of the Connect pilot program that outlined suggested performance targets of 4 passengers per hour and $15 per passenger trip. While the Connect continued to show improvement in FY19/20, the program did not meet its staff-identified targets. Connect ridership was significantly impacted by the COVID-19 pandemic.

Ridership Trends

In response to the COVID-19 pandemic, the Governor issued a Shelter in Place order for the State of California that began on March 16, 2020. Travel was advised for essential trips only, including on public transportation. This factor led to a precipitous decline in travel demand and overall ridership throughout the first quarter of FY 2020/21.

As an essential public service, Marin Transit continues to provide regular services. The pandemic continues to impact Marin Transit operations, ridership, and corresponding fare revenue on fixed route and paratransit services.

Marin Transit suspended yellow bus service in the Ross Valley. The District also suspended the Muir Woods Shuttle service and Supplemental School Routes due to the closure of Marin County schools and the Muir Woods National Monument. Staff will remain in close communication with school districts and the National Park Service to identify when services may resume.

The overall 60.9% decrease in ridership is generally in line with the trends among bus transit agencies throughout the country and in the Bay Area. According to the National Transit Database, nationwide bus ridership declined 53.5% during the first quarter of FY 2020/21 compared to the prior year. Regionally, Golden Gate Transit experienced a 79.4% decrease in the first quarter of 2019/20. Compared to the prior year, demand for Marin Access mobility management and demand response programs declined by 72.1% during the first quarter of FY 2020/21.

Table 2 below compares these factors, and qualitatively evaluates their potential impact on ridership.

Table 2: Factors Impacting Ridership Comparison

Factor		FY 2019/20 Q1	FY 2020/21 Q1	Impact
Calendar	School Days	28	0	▼▼
	Weekdays	66	66	--
	Weekends & Holidays	28	28	--
	Muir Woods Shuttle	57	0	▼▼▼▼
Service Disruptions (cancelled/missed service)		178	35	▲▲▲
Rainfall (inches)		0.03	0.06	--
Gas Prices		$3.64	$3.14	▼

The District continues to maintain the remaining fixed route services and run supplemental backup services to allow for adequate physical distancing. Staff will work to determine how limited boarding capacity will impact future service and operations as the economy reopens. Staff will closely monitor service and ridership levels and respond to changing circumstances as needed and as Marin County's Department of Public Health status changes.

FY 2021 Marin Access Outreach and Travel Training

Travel Navigator Reporting Month: July 2020

Date(s)	Program	Description	Attendees
There were no Marin Access outreach or Travel Training events in July 2020 due to COVID-19.			

Travel Navigator Reporting Month: August 2020

Date(s)	Program	Description	Attendees
There were no Marin Access outreach or Travel Training events in August 2020 due to COVID-19.			

Travel Navigator Reporting Month: September 2020

Date(s)	Program	Description	Attendees
9/12/2020	Navigating Transit Presentation	Presentation to the Marin County MS Self Help Group	15

QUARTER
Q3 2020

Fixed-Route

Fixed-Route Passenger Statistics by Route

Typology	Route	Passengers	%Change*	Revenue Hours	%Change*	Productivity (pax/hr)	Change*
1. Local Trunkline	35	76,681	▼57.2%	6,452	▲11.6%	11.9	▼19.1
	36	37,715	▼58.6%	3,483	▲1.3%	10.8	▼15.7
	71	14,167	▼53.4%	2,032	▲7.6%	7.0	▼9.1
	Rollup	**128,563**	**▼57.3%**	**11,967**	**▲7.7%**	**10.7**	**▼16.3**
2. Local Basic	17	30,176	▼55.2%	3,564	▼5.1%	8.5	▼9.5
	22	19,103	▼67.4%	4,133	▼6.5%	4.6	▼8.6
	23	22,501	▼57.0%	2,796	▲0.8%	8.0	▼10.8
	23X	6,102	▼44.4%	650	▼9.5%	9.4	▼5.9
	29	4,399	▼51.4%	659	▼11.9%	6.7	▼5.4
	49	27,994	▼57.6%	3,753	▼1.4%	7.5	▼9.9
	Rollup	**110,275**	**▼58.3%**	**15,555**	**▼4.1%**	**7.1**	**▼9.2**
3. Local Connector	219	6,074	▼57.8%	1,638	▼0.1%	3.7	▼5.1
	228	7,410	▼65.7%	2,516	▼0.7%	2.9	▼5.6
	233	4,245	▼58.8%	1,101	▲0.1%	3.9	▼5.5
	245	5,934	▼55.4%	1,096	▼0.0%	5.4	▼6.7
	251	12,062	▼57.3%	2,404	▲0.0%	5.0	▼6.7
	257	6,574	▼65.3%	1,980	▲2.1%	3.3	▼6.4
	Rollup	**42,299**	**▼60.4%**	**10,734**	**▲0.2%**	**3.9**	**▼6.0**
4. Supplemental	113	0	▼100.0%	0	▼100.0%		
	115	0	▼100.0%	0	▼100.0%		
	117	3,151	▼1.3%	709	▲938.6%	4.4	▼42.3
	119	0	▼100.0%	0	▼100.0%		
	125	0	▼100.0%	0	▼100.0%		
	135	11,940		806		14.8	
	139	0	▼100.0%	0	▼100.0%		
	145	0	▼100.0%	0	▼100.0%		
	149	0	▼100.0%	0	▼100.0%		
	151	0	▼100.0%	0	▼100.0%		
	154	0	▼100.0%	0	▼100.0%		
	171	5,072		945		5.4	
	Covid	8,517		1,475		5.8	
	Rollup	**28,680**	**▼0.5%**	**3,935**	**▲484.0%**	**7.3**	**▼35.5**
5. Rural	61	3,965	▼63.1%	1,529	▼3.6%	2.6	▼4.2
	68	10,876	▼52.0%	2,654	▼1.0%	4.1	▼4.4
	Rollup	**14,841**	**▼55.6%**	**4,184**	**▼2.0%**	**3.5**	**▼4.3**
6. Partnership Services	122	761	▼83.0%	390	▼13.6%	2.0	▼8.0
	Rollup	**761**	**▼83.0%**	**390**	**▼13.6%**	**2.0**	**▼8.0**
7. Yellow Bus	Hdn Valley	0	▼100.0%	0	▼100.0%		
Rollup		**325,421**	**▼60.3%**	**46,769**	**▲1.7%**	**7.0**	**▼10.8**

* Change compared to same quarter of prior year

Fixed-Route

Fixed-Route Financial Statistics by Route

Typology	Route	Operating Cost	%Change*	Passenger Revenue	%Change*	Average Subsidy	Change*	Farebox Recovery	Change*
1. Local Trunkline	35	$1,021,137	▲11.7%	$81,547	▼49.5%	$12.25	▲$8.05	8.0%	▼9.7%
	36	$549,256	▲1.9%	$40,651	▼51.1%	$13.49	▲$8.49	7.4%	▼8.0%
	71	$328,224	▲4.8%	$17,292	▼50.7%	$21.95	▲$12.80	5.3%	▼5.9%
	Rollup	**$1,898,617**	**▲7.5%**	**$139,490**	**▼50.1%**	**$13.68**	**▲$8.74**	**7.3%**	**▼8.5%**
2. Local Basic	17	$534,359	▼10.3%	$31,932	▼54.8%	$16.65	▲$8.85	6.0%	▼5.9%
	22	$454,926	▼1.9%	$23,257	▼64.3%	$22.60	▲$15.80	5.1%	▼8.9%
	23	$435,521	▲2.6%	$25,764	▼47.6%	$18.21	▲$11.03	5.9%	▼5.7%
	23X	$102,614	▼8.1%	$6,733	▼35.0%	$15.71	▲$6.49	6.6%	▼2.7%
	29	$103,671	▼10.8%	$5,120	▼43.2%	$22.40	▲$10.57	4.9%	▼2.8%
	49	$415,187	▲0.8%	$28,549	▼50.1%	$13.81	▲$8.44	6.9%	▼7.0%
	Rollup	**$2,046,277**	**▼3.6%**	**$121,354**	**▼53.6%**	**$17.46**	**▲$10.41**	**5.9%**	**▼6.4%**
3. Local Connector	219	$180,710	▲3.6%	$6,916	▼54.6%	$28.61	▲$17.55	3.8%	▼4.9%
	228	$271,543	▲4.8%	$9,657	▼61.1%	$35.34	▲$24.50	3.6%	▼6.0%
	233	$119,898	▲4.2%	$5,060	▼51.3%	$27.05	▲$16.89	4.2%	▼4.8%
	245	$118,340	▲5.5%	$6,472	▼51.0%	$18.85	▲$11.42	5.5%	▼6.3%
	251	$264,512	▲3.7%	$12,877	▼45.5%	$20.86	▲$12.66	4.9%	▼4.4%
	257	$216,074	▲6.9%	$7,963	▼57.9%	$31.66	▲$21.99	3.7%	▼5.7%
	Rollup	**$1,171,078**	**▲4.7%**	**$48,945**	**▼53.9%**	**$26.53**	**▲$17.05**	**4.2%**	**▼5.3%**
4. Supplemental	113	$0	▼100.0%	$0	▼100.0%				
	115	$0	▼100.0%	$0	▼100.0%				
	117	$88,626	▲533.8%	$4,042	▲191.0%	$26.84	▲$22.90	4.6%	▼5.4%
	119	$0	▼100.0%	$0	▼100.0%				
	125	$0	▼100.0%	$0	▼100.0%				
	135	$99,089		$12,081		$7.29		12.2%	
	139	$0	▼100.0%	$0	▼100.0%				
	145	$0	▼100.0%	$0	▼100.0%				
	149	$0	▼100.0%	$0	▼100.0%				
	151	$0	▼100.0%	$0	▼100.0%				
	154	$0	▼100.0%	$0	▼100.0%				
	171	$118,037		$6,011		$22.09		5.1%	
	Covid	$220,074		$1,836		$25.62		0.8%	
	Rollup	**$525,826**	**▲287.5%**	**$23,969**	**▲40.8%**	**$17.50**	**▲$13.38**	**4.6%**	**▼8.0%**
5. Rural	61	$180,784	▼0.1%	$3,369	▼69.2%	$44.75	▲$28.90	1.9%	▼4.2%
	68	$316,526	▲1.6%	$9,833	▼52.9%	$28.20	▲$15.37	3.1%	▼3.6%
	Rollup	**$497,311**	**▲1.0%**	**$13,203**	**▼58.5%**	**$32.62**	**▲$18.83**	**2.7%**	**▼3.8%**
6. Partnership Services	122	$47,748	▼42.0%	$1,165	▼94.0%	$61.21	▲$47.13	2.4%	▼21.1%
	Rollup	**$47,748**	**▼42.0%**	**$1,165**	**▼94.0%**	**$61.21**	**▲$47.13**	**2.4%**	**▼21.1%**
7. Yellow Bus	Hdn Valley	$0	▼100.0%	$0	▼100.0%				
Rollup		**$6,190,199**	**▼1.4%**	**$348,130**	**▼64.6%**	**$17.95**	**▲$11.48**	**5.6%**	**▼10.0%**

* Change compared to same quarter of prior year

Marin Access

Marin Access Passenger Statistics by Service

Typology	Route	Passengers	%Change*	Revenue Hours	%Change*	Productivity (pax/hr)	Change*
9. Demand Response	**Dillon DAR**	55	▼52.2%	70	▲7.7%	0.8	▼1.0
	Local Para	7,773	▼75.0%	4,211	▼72.4%	1.8	▼0.2
	MTC	374	▼90.5%	2,467	▲58.4%	0.2	▼2.4
	Novato DAR	464	▼64.6%	223	▼66.3%	2.1	▲0.1
	PtReyesDAR	40	▼40.3%	32	-	1.3	▼0.9
	Rollup	**8,706**	**▼76.1%**	**7,002**	**▼60.1%**	**1.2**	**▼0.8**
Catch-A-Ride	**CAR_Gen**	2,819	▲29.0%	0			
	CAR_LowInc	385	▼77.6%	0			
	Rollup	**3,204**	**▼17.9%**	**0**			
Volunteer Driver	**VolDrvr**	177	▼91.8%	2,110	▼29.3%	0.1	▼0.6
	VolDvrWM	36	▼95.9%	668	▼53.8%	0.1	▼0.5
Rollup		**12,123**	**▼72.1%**	**9,780**	**▼55.5%**	**1.2**	**▼0.7**

Marin Access Financial Statistics by Service

Typology	Route	Operating Cost	%Change*	Passenger Revenue	%Change*	Average Subsidy	Change*	Farebox Recovery	Change*
9. Demand Response	**Dillon DAR**	$4,476	▲8.4%	$210	▼57.1%	$77.56	▲$45.90	4.7%	▼7.2%
	Local Para	$1,139,883	▼14.7%	$18,461	▼67.5%	$144.27	▲$103.04	1.6%	▼2.6%
	MTC	$193,506	▲35.7%	$1,222	▼84.9%	$514.13	▲$479.81	0.6%	▼5.0%
	Novato DAR	$26,689	▼51.6%	$1,553	▼32.4%	$54.17	▲$13.84	5.8%	▲1.6%
	PtReyesDAR	$2,013	▲0.6%	$157	▼44.6%	$46.40	▲$20.79	7.8%	▼6.4%
	Rollup	**$1,366,567**	**▼11.3%**	**$21,603**	**▼68.2%**	**$154.49**	**▲$114.09**	**1.6%**	**▼2.8%**
Catch-A-Ride	**CAR_Gen**	$56,694	▼13.5%	$3,536	▼22.9%	$18.86	▼$9.06	6.2%	▼0.8%
	CAR_LowInc	$24,712	▼38.0%	$483	▼86.6%	$62.93	▲$41.83	2.0%	▼7.1%
	Rollup	**$81,407**	**▼22.8%**	**$4,019**	**▼50.9%**	**$24.15**	**▼$0.76**	**4.9%**	**▼2.8%**
Volunteer Driver	**VolDrvr**	$20,464	▼11.1%	$0		$115.62	▲$104.99	0.0%	-
	VolDvrWM	$9,470	▼32.7%	$0		$263.06	▲$246.88	0.0%	-
Rollup		**$1,477,908**	**▼12.2%**	**$25,622**	**▼66.3%**	**$119.80**	**▲$82.77**	**1.7%**	**▼2.8%**

* Change compared to same quarter of prior year

Systemwide Total

Systemwide Passenger Statistics Summary

	Passengers	%Change*	Revenue Hours	%Change*	Productivity (pax/hr)	Change*
Values	337,544	▼60.9%	56,549	▼16.8%	6.0	▼6.7

Systemwide Financial Statistics Summary

	Operating Cost	%Change*	Passenger Revenue	%Change*	Average Subsidy	Change*	Farebox Recovery	Change*
Values	$7,668,107	▼3.7%	$373,752	▼64.7%	$21.61	▲$13.60	4.9%	▼8.4%

* Change compared to same quarter of prior year

marin transit

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director
supervisor district 2

kathrin sears
director
supervisor district 3

December 7, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Marin Transit Comprehensive Annual Financial Report for Fiscal Year 2019/20

Dear Board Members:

RECOMMENDATION: Accept report.

SUMMARY: Brown Armstrong Accountancy Corporation has completed the annual financial audit of the Marin County Transit District for the fiscal year that ended June 30, 2020. The audit includes a detailed *single* audit as required when the expenditure of federal funds in a fiscal year exceeds $500,000. Staff have incorporated the annual financial audit into the attached Comprehensive Annual Financial Report (CAFR). The auditor presented the CAFR to the ad hoc Audit Subcommittee of your Board for review on November 20, 2020. With your acceptance of this report, the District will be up-to-date with all independent audits and will submit the required federal audit well before the required deadline of March 30, 2020.

This is the third year the District has published a Comprehensive Annual Financial Report. The report is designed to ensure that users of the financial statements have the information and context needed to assess the financial health of the District.

The CAFR has four main components:

- Introductory Section
- Financial Section
- Statistical Section
- Single Audit Section governed

The **Introductory Section** discusses the District's governing structure, staff structure, and service area map.

The **Statistical Section** compiles data from the District's prior financial statements and Short Range Transit Plans, along with countywide statistics from the County of Marin and other sources. This section is designed to provide information about trends and the

local economy that will provide context for the reader to assess the District's financial condition.

The **Financial** and **Single Audit Sections** contain the District's audited financial statements and the results of the federal single audit. The audit was conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. The audit team found no deficiencies in internal control over financial reporting or in compliance that they considered to be material weaknesses. Similarly, the audit team found no material weaknesses or significant deficiencies in internal control over major federal award programs.

FISCAL/STAFFING IMPACT: None associated with this report.

Respectfully submitted,

Lauren Gradia
Director of Finance and Capital Programs

Attachments: Marin County Transit District FY2019/20 Comprehensive Annual Financial Report
Letter to the Board from Brown Armstrong Accountancy Corporation

MARIN COUNTY TRANSIT DISTRICT
San Rafael, California
A Component Unit of the County of Marin, California

COMPREHENSIVE ANNUAL FINANCIAL REPORT

For the Years Ended June 30, 2020 and 2019

MARIN COUNTY TRANSIT DISTRICT
(A COMPONENT UNIT OF THE COUNTY OF MARIN, CALIFORNIA)

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE FISCAL YEARS ENDED JUNE 30, 2020 AND 2019

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MARIN COUNTY TRANSIT DISTRICT
JUNE 30, 2020 AND 2019

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November 20, 2020

The Board of Directors
Marin County Transit District

We are pleased to present the Comprehensive Annual Financial Report (CAFR) of the Marin County Transit District (the District) for the fiscal years ended June 30, 2020 and 2019.

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

The District's enabling legislation requires an annual audit of the District's financial statements. This report is published to fulfill that requirement for the fiscal years ended June 30, 2020 and 2019.

Management of the District is responsible for establishing and maintaining internal controls designed to ensure that the assets of the District are protected from loss, theft, or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States. The internal controls are designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that:

(1) the cost of a control should not exceed the benefits likely to be derived; and,
(2) the valuation of costs and benefits requires estimates and judgments by management. Management believes internal controls in place are adequate to ensure the financial data provided herein is materially accurate.

Brown Armstrong Accountancy Corporation has issued an unmodified ("clean") opinion on the District's financial statements for the fiscal years ended June 30, 2020 and 2019. The independent auditor's report is located at the front of the financial section of this report. This report has been prepared by the Finance Department following the guidelines recommended by the Government Finance Officers Association of the United States and Canada (GFOA) and is in conformance with generally accepted accounting principles for state and local governmental entities established by the Governmental Accounting Standards Board (GASB). Generally accepted accounting principles require that management provide a narrative introduction, overview and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The District's MD&A can be found immediately following the report of the independent auditors. Responsibility for the accuracy, completeness and fairness of the presented data and the clarity of presentation, including all disclosures, rests with the management of the District.

The following provides an overview of the District's history, services, local economy, planning initiatives, and policies.

PROFILE OF THE GOVERNMENT

History

The Marin County Transit District ("Marin Transit" or the "District") was formed by a vote of the people of Marin County (the County) in 1964 and was given the responsibility for providing local transit service within the County. Marin Transit is a component unit of the County of Marin, California. Although Marin Transit has responsibility for local transit services, it does not own any facilities and does not employ its own drivers. Instead, Marin Transit contracts with other providers, including Golden Gate Bridge Highway and Transportation District (Golden Gate Transit), Marin Airporter, MV Transportation, Michael's Transportation, and the Senior Coordinating Council (Whistlestop Transportation), for local bus and paratransit services.

Prior to a major fixed route service restructuring by Golden Gate Transit in November 2003, the primary responsibility of Marin Transit was to manage and administer the paratransit contract for both local and regional paratransit services in the County. For fixed route services, Marin Transit was historically a "pass through" agency, providing funds for local services managed by Golden Gate Transit. With the 2003 service restructuring, Marin Transit took on increased responsibility for the planning, outreach, oversight, and management of local fixed route transit services throughout the County.

The passing of Measure A, the County's ½ cent sales tax increase, in 2004 further propelled the responsibility of Marin Transit under a 20-year expenditure plan providing a dedicated local funding source for public transit within the County. This new funding source allowed the District to fund its local big bus fixed route services, expand the rural Stagecoach service, and introduce the community shuttle program. In November 2018, Measure A was reauthorized as Measure AA for a 30-year extension.

The Muir Woods Shuttle program was inaugurated in 2005 and became the responsibility of Marin Transit in 2009. Although the County started the program as a demonstration project, its success in reducing transportation impacts on the National Monument and surrounding areas has led to a formal partnership between the District and the National Park Service.

Internal growth within the District has also occurred as responsibility for local service has increased. Staffing levels prior to the passage of Measure A included one full-time and one part-time employee. With the passage of Measure A, the number of full-time employees grew from 1.5 to 3.5 in 2006 and then to 5 employees in 2008. As of June 30, 2020, the District has 16 authorized full time equivalent employees.

Services

Fixed Route

Marin Transit operates transit service on 28 routes within Marin County. Over three million trips were made on the local fixed route network in fiscal year 2020.

Fixed route services are organized within the District based on route typologies. Typologies define the primary function of that route and its intended market. There are currently seven typologies: Local Trunkline, Local Basic, Local Connector, Supplemental School, Rural, Partnership, and Recreational. Below is a brief summary of each typology.

<u>Local Trunkline</u>

- Description: Services that operate along the highest ridership corridors and often the most densely populated areas of the County. These services provide the backbone for the transit system and connect with Local Basic and Local Connector services at key transfer locations. Along Highway 101, Trunkline service supplements the Golden Gate Transit regional services that continue to San Francisco and Sonoma Counties.
- Operational Focus: Capacity, frequency, and speed.
- Routes: 35, 36, 71x
- Program: Local Bus
- Typical Vehicle: 40' heavy duty or 60' articulated

Local Basic

- Description: Services that operate along many of the County's arterial corridors with transit-supportive land use patterns with an emphasis on providing the more extensive coverage of transit services.
- Operational Focus: Frequency, accessibility, and speed.
- Routes: 17, 22, 23, 23x, 29, 49
- Program: Local Bus
- Typical Vehicle: 35' or 40' heavy duty

Local Connector

- Description: Services to lower density areas with less supportive transit land use patterns or areas where larger bus capacity is not warranted. These services rely on good transfer opportunities to the Local Trunkline and Local Basic Services for travel outside the community.
- Operational Focus: Accessibility.
- Routes: 219, 228, 233, 245, 251, 257
- Program: Community Shuttles
- Typical Vehicle: 24' cutaways

Supplemental School

- Description: Services that are provided to address the transportation needs of schools, primarily middle and high schools, within the County. These services provide additional capacity on Marin Transit routes for this purpose and are not designed for transfer opportunities.
- Operational Focus: Capacity.
- Routes: 113, 115, 117, 119, 125, 139, 145, 151, 154
- Program: Local Bus
- Typical Vehicle: 35' or 40' heavy duty
- Service was temporarily suspended in March 2020 for the COVID-19 pandemic

Rural

- Description: Services to the rural areas of West Marin that provide community mobility and reduce congestion in the rural areas. Topography is challenging on these routes and requires specific attributes for the fleet used to deliver these services.
- Operational Focus: Accessibility.
- Routes: 61, 68
- Program: Rural and Recreational
- Typical Vehicle: 28'-32' cutaways

Recreational

- Description: Services that support recreational or tourist-based travel within the County. Major attractions include the Muir Woods National Monument within the Golden Gate National Recreational Area.
- Operational Focus: Accessibility.
- Routes: 66/66F
- Service was temporarily suspended in March 2020 for the COVID-19 pandemic

Partnership

- Description: Services that are provided in partnership to address specific needs within a certain community or certain rider type, such as students.
- Operational Focus: Depends on partnership goals.
- Routes: 122
- Program: Partnership
- Typical Vehicle: 35' heavy duty

Yellow Bus

Marin Transit provides yellow school bus service to two schools in the Ross Valley School District: White Hill Middle School and Hidden Valley Elementary School. In fiscal year 2020, this service carried over 118,000 passengers. Marin Transit handles all logistics of the program including contract management, website development, pass sales and production, customer service, and daily monitoring of the buses via GPS technology. Staff at White Hill Middle School and Hidden Valley Elementary School support the program by distributing passes and managing student loading on the buses in the afternoon. Marin Transit staff also provide planning and management support to Mill Valley School District and a Joint Powers Authority for Reed Union School District. Yellow bus school service was suspended in March 2020 due to the COVID-19 pandemic.

Demand Response

In addition to fixed-route services, the District provides a suite of programs named "Marin Access" to serve the aging and disabled population in Marin County. A total of five programs provide a variety of mobility options to these users and all services are coordinated by a team of Travel Navigators. These programs include local paratransit, dial-a-ride, volunteer driver, and subsidized taxi (Catch-A-Ride). Marin Transit launched a new on-demand, micro-transit pilot service, Marin Transit Connect, on May 22, 2018. Travel Navigators provide trip planning and technical assistance to riders to empower the user to select from available travel options to best meet their mobility need.

LOCAL ECONOMY

The District operates within Marin County, one of the nine counties in the San Francisco-Oakland Bay Area. The County includes 11 incorporated cities and towns: Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Novato, Ross, San Anselmo, San Rafael, Sausalito, and Tiburon.

The local economy entered a period of uncertainty with the onset of the COVID-19 pandemic. Prior to the pandemic the County had a strong economy. The County's unemployment dropped from 7.9% in 2009 to 2.4% in June 2019. The County unemployment rate reported for June 30, 2020 has increased to 10.10%. The higher unemployment rate may indicate a recession and may also reduce difficulties contractors had hiring and retaining drivers and other front line staff. These challenges may have been due to the sustained low unemployment rate combined with high housing costs.

A significant portion of the District's operating funds are derived from sales tax revenues. The COVID-19 pandemic's impact on the Marin County's sales tax rates is uncertain. Through June 30, 2020 there has not been a significant decline in sales tax. Marin County had six years of sales tax growth, averaging 5.2% per year, that ended in fiscal year 2016. After almost no growth in fiscal year 2017, taxable sales grew by 6.8% in fiscal year 2018, 5.3% in fiscal year 2019, respectively, and 5.6% in fiscal year 2020. The District projects a two year decline in sales tax followed by growth of 2.2% per year consistent with projections by the Transportation Authority of Marin.

LONG TERM PLANNING AND MAJOR INITIATIVES

Short Range Transit Plan

The District's Short Range Transit Plan (SRTP) is the primary service and financial planning document for the District and includes ten years of financial projections for operations and capital programs. The 2020-2029 SRTP was adopted by the Board of Directors (the Board) on February 3, 2020.

Operating Plan

The District has made significant adjustments in response to the countywide Shelter in Place order issued on March 16, 2020. Following this order, the District suspended all supplemental school and yellow bus service and suspended service to Muir Woods on April 7, 2020 due to the closure of the National Monument. Paratransit demand dropped to an unprecedented low. The District is monitoring and adjusting service to continue to provide service to essential works and lifeline access in accordance with capacity restrictions and with additional cleaning and safety protocols.

Marin Transit does not directly operate any of its services and instead provides them through contracts with multiple service providers. All service contracts are now in option years and the District is preparing for competitive bids.

Coronavirus Aid, Relief, and Economic Security (CARES) Act funding enabled the DIstirct to continue to pay contractors full fixed fee payments and for all planned service hours for the paratransit and supplemental school contractors through June 30, 2020. This funding allowed for the payment of administrative leave and wages for drivers and other hourly employees. The District executed contract amendments with operations contractors to provide for additional cleaning and supplies needed for continued operations during the pandemic. Though ridership declined significantly, Marin Transit quickly began to have rider pass-ups on core routes due to vehicle capacity limits to provide social distancing. To minimize pass ups, Marin Transit deployed supplemental service hours as back-up service on core routes. There were some fuel savings, primarily for paratransit. However, much of the cost savings were offset by increased operations expenses. Marin Transit's annual operations costs were 92% of the budgeted amount.

Marin Transit entered this period of unprecedented disruption and uncertainty in a strong financial position. Recent years of strong economic growth enabled the District to make decisions to fully fund the District's emergency and contingency reserves, and the 2018 passage of the Measure AA transportation sales tax extension provides long term baseline funding for the District. Staff provides regular financial updates to the Board of Directors to consider options that will ensure continued stability. CARES funding and District reserves ensure Marin Transit can continue to provide the needed baseline local transit services in Marin County. These resources will prevent the need for more significant service decisions until there is more economic and social stability. Staff is working to better understand the extent of sales tax impacts and the timeframe for restoring past ridership levels on Marin Transit. Based on that knowledge, the District will be able to carefully plan for and evaluate options to ensure long term financial stability.

Capital Plan

The District's Capital Improvement and Funding Plan has expanded as the District has taken increasing responsibility for transit service in Marin County. The District's primary capital responsibilities and priorities are to:

1. Maintain a sufficient fleet of clean fueled vehicles for local transit service,
2. Improve and maintain the amenities and accessibility of Marin County bus stops,
3. Improve major bus transfer locations,
4. Provide passenger information, and Improvement Program, and
5. Provide needed operations equipment and infrastructure.

The District's baseline capital resources limit the Capital Plan to primarily maintaining a state of good repair for existing assets and making the minimal level of investment required to maintain and operate the local bus system. The 10-year Capital Plan includes expenditures of $69 million, of which 78% is for purchasing transit vehicles. Other major capital expenditures included in the funded plan are major vehicle repairs, bus stop improvements, and small capital.

To ensure stable operations and allow for future expansion, the District needs to find a permanent location for contract maintenance and transit vehicle parking. The District purchased a bus parking facility in FY2019/20, but additional facilities are needed. In fiscal year 2020, the District added $4.2 million to a capital reserve to give a total balance of $15.2 million.

RELEVANT FINANCIAL POLICIES

Budget Process

Marin Transit's budget uses full accrual basis of accounting to record annual revenue and expenses consistent with Generally Accepted Accounting Principles (GAAP) for special districts and the District's annual audited financial reports. All known revenues and expenditures are recorded in the period they are earned or expended.

The Marin Transit Board adopts an annual budget for the District's fiscal year starting July 1 and ending June 30. Under the direction of the Director of Finance, staff develops a balanced budget for the Board that provides sufficient and sustainable funding for local transit service needs using the following guidelines:

1. Maintain adopted reserve levels;
2. Preserve a balance of revenues and expenditures over a ten-year horizon;
3. Provide for SRTP-adopted service levels; and
4. Allow for innovative growth.

Reserve Policy

Marin Transit's Board-adopted policy designates an Emergency Reserve equivalent to two months of operating expenses and a Contingency Reserve equivalent to an additional two to four months. When the emergency reserve is fully funded and the contingency reserve is funded with the equivalent of at least two months of operations funds, the District may fund a capital reserve through the budgeting process. The reserve is designed to reduce the District's future needs for borrowing or bonding for large capital projects.

If the reserve balance exceeds six months of operating expenditures for a prolonged period, the policy advises the Board to consider options such as, but not limited to, expanding transit service or decreasing fares in an effort to provide the optimal level of transit service and benefits to Marin County residents.

Consistent with the fiscal year 2020 budget, the District added $548,163 to the operations reserve in fiscal year 2020, to maintain a total operations reserve of $16.8 million or the equivalent of nine months operating expenses in the combined Emergency and Contingency Reserves.

AWARDS AND ACKNOWLEDGEMENTS

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the District for its Comprehensive Annual Financial Reports (CAFR) for the fiscal year ended June 30, 2018. Due to lengthened review times, the District has not received notification of award for the fiscal year ending June 30, 2019. The Certificate of Achievement is a prestigious national award, recognizing conformance with the highest standards for preparation of state or local government financial reports. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. The report must satisfy both GAAP and applicable legal requirements.

A Certificate of Achievement is valid for a period of only one year. We believe that our current CAFR continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this report required the dedicated efforts of the District's staff. We also gratefully recognize Brown Armstrong Accountancy Corporation for their timely audit and expertise on the preparation of this CAFR. Finally, we would like to thank the Board for its commitment and support in the development of a strong financial system.

Respectfully Submitted,

Nancy Whelan
General Manager

Lauren Gradia
Director

MARIN COUNTY TRANSIT DISTRICT
INTRODUCTORY SECTION
PRINCIPAL OFFICIALS

Damon Connolly District 1

Katie Rice District 2

Kathrin Sears District 3

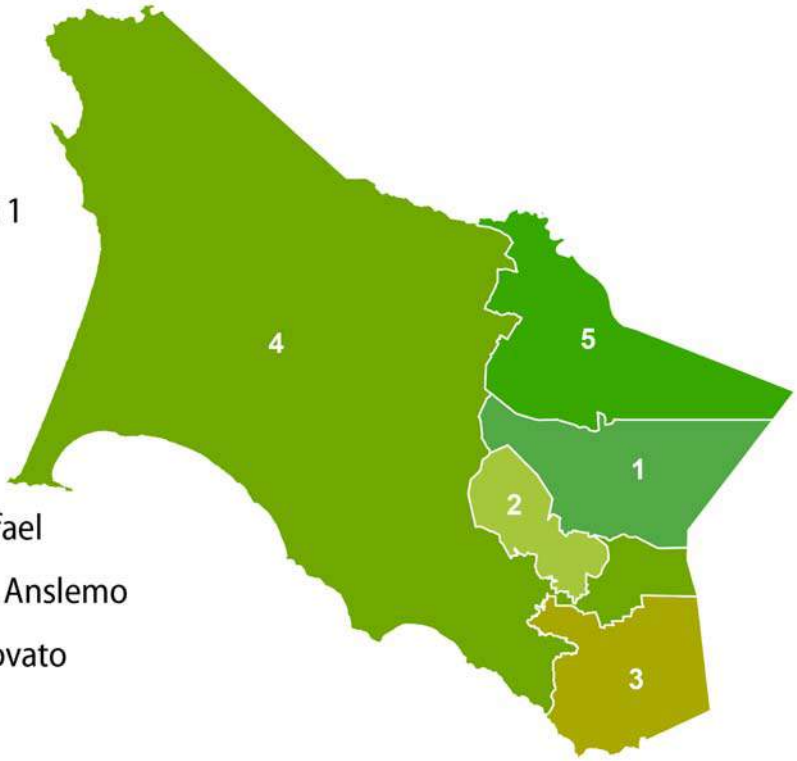
Dennis Rodoni District 4

Judy Arnold District 5

Kate Colin City of San Rafael

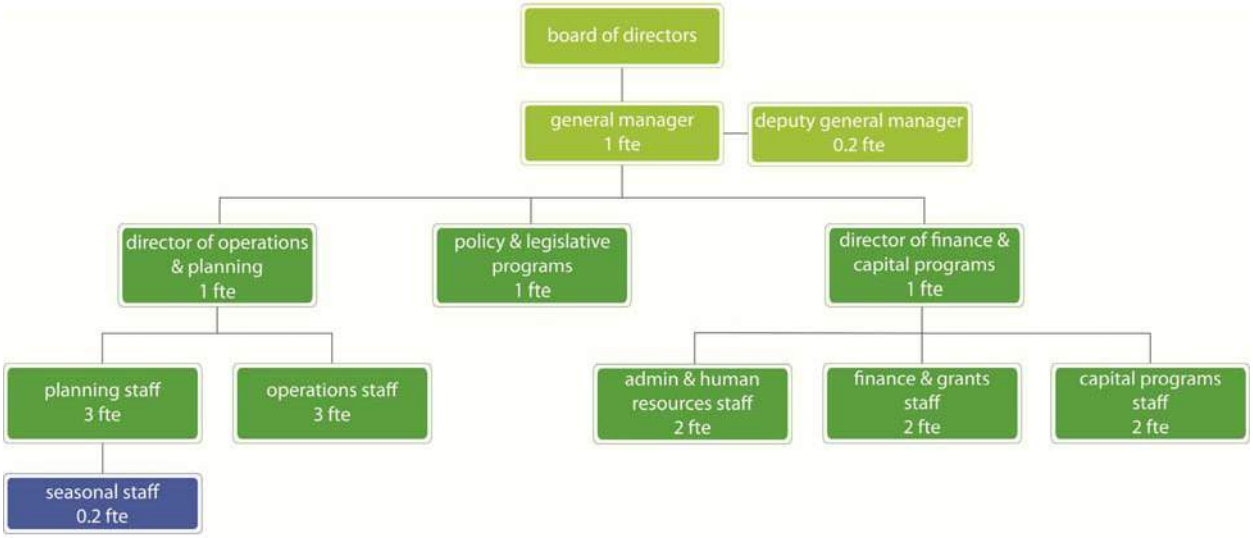
Brian Colbert City of San Anslemo

Eric Lucan (alt) City of Novato



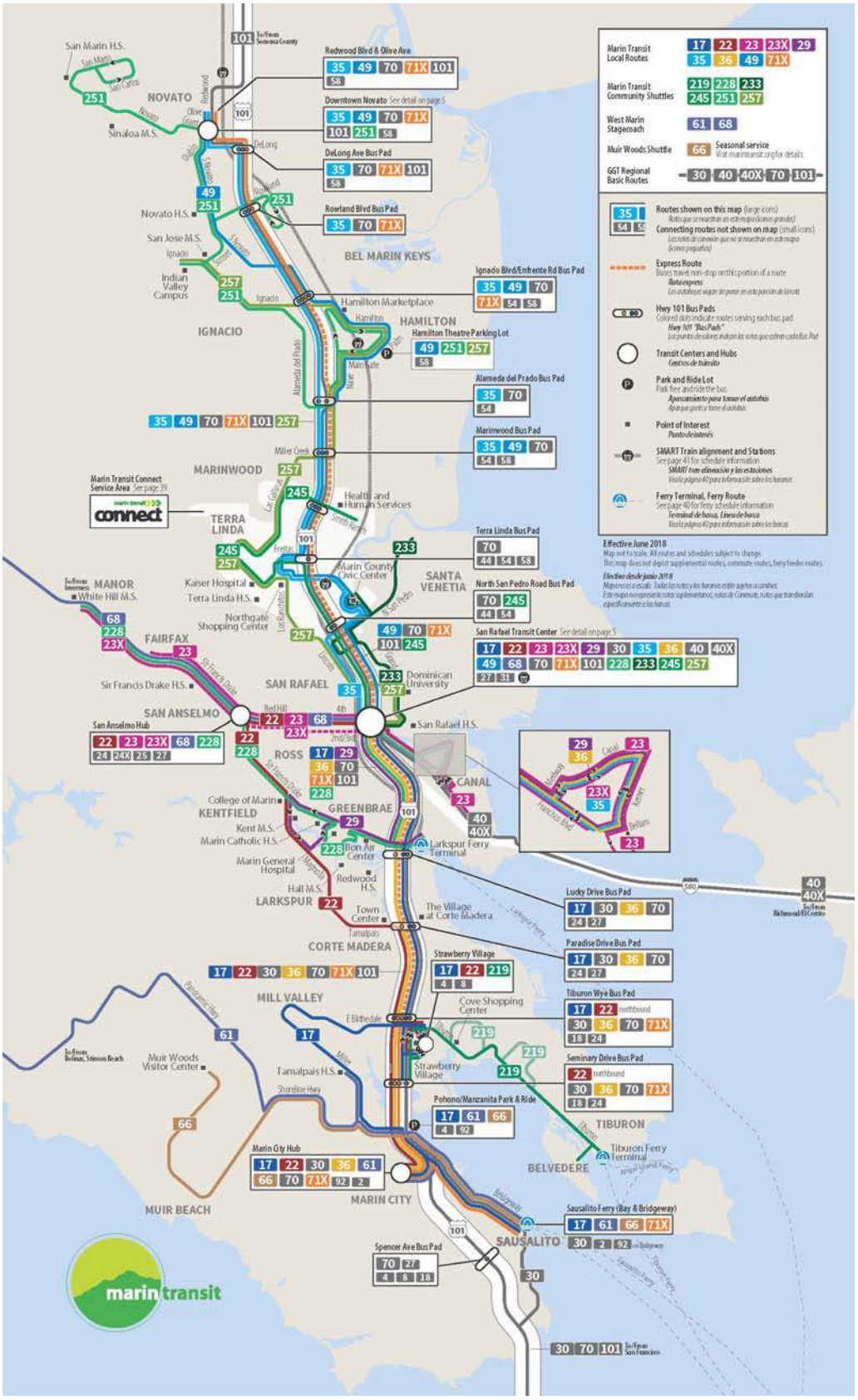
Board Member	District or City	Current Term Ends
Damon Connolly	District 1	January 1, 2023
Katie Rice	District 2	January 1, 2021
Kathrin Sears	District 3	January 1, 2021
Dennis Rodoni	District 4	January 1, 2021
Judy Arnold	District 5	January 1, 2023
Kate Colin	City of San Rafael	January 1, 2023
Eric Lucan	City of Novato	January 1, 2025
Brian Colbert	City of San Anselmo	January 1, 2021

MARIN COUNTY TRANSIT DISTRICT
INTRODUCTORY SECTION
ORGANIZATIONAL CHART



Note:
- Total authorized FTE 16.4
- Vacancies at 6/30/20 equal 0.4 FTE

MARIN COUNTY TRANSIT DISTRICT
INTRODUCTORY SECTION
SERVICE AREA MAP



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FINANCIAL SECTION

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BROWN ARMSTRONG
CERTIFIED PUBLIC ACCOUNTANTS

BROWN ARMSTRONG
Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Marin County Transit District
San Rafael, California

Report on the Financial Statements

We have audited the accompanying basic financial statements of the Marin County Transit District (the District), a component unit of the County of Marin, as of and for the fiscal years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

REGISTERED with the Public Company Accounting Oversight Board and MEMBER of the American Institute of Certified Public Accountants

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the District as of June 30, 2020 and 2019, and the respective changes in financial position, and cash flows thereof, for the fiscal years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, as listed in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB), who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audits were conducted for the purpose of forming an opinion on the financial statements that collectively comprise the District's basic financial statements. The introductory section, supplementary information, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The Budgetary Comparison Schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Budgetary Comparison Schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory section, Retirement Plan statements, and statistical section have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 20, 2020, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 20, 2020

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MARIN COUNTY TRANSIT DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020 AND 2019

As management of the Marin County Transit District (Marin Transit or the District), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal years ended June 30, 2020 and June 30, 2019. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found on pages i to vi of this report.

FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at June 30, 2020 and 2019, by $72,155,721 and $55,992,611 (net position), respectively. Of this amount, $40,142,892 and $28,758,459, respectively, is net investment in capital assets, and $32,012,829 and $27,234,152, respectively, is unrestricted.

- The District's total net position increased for the fiscal year ended June 30, 2020, by $16,163,110 compared to the fiscal year ended June 30, 2019. The District's total net position increased for the year ended June 30, 2019, by $3,770,343 compared to the year ended June 30, 2018. The increases are due to increased investment in capital assets and increased intergovernmental operating revenue including Federal and State funding.

- The District claimed $15,841,473 in fiscal year 2020 from the Transportation Authority of Marin as part of a voter approved sales tax, plus $85,000 in pass-through Measure A interest, for a total of $15,926,473 recognized in fiscal year 2020. The District claimed $14,243,570 in fiscal year 2019 from the Transportation Authority of Marin as part of a voter approved sales tax, plus $85,000 in pass-through Measure A interest, plus recognition of $3,824 in prior year revenue, for a total of $14,332,395 recognized in fiscal year 2019.

- The District's emergency reserve and contingency reserve are fully-funded, with a total value equivalent to six months operating funds. The District also added $4,230,515 to a capital reserve, for a total capital reserve of $15,222,142.

OVERVIEW OF THE FINANCIAL STATEMENTS

The discussion and analysis provided here are intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements consist of two components: (1) government-wide financial statements and (2) notes to the basic financial statements. This report also contains supplementary information intended to furnish additional detail to support to the basic financial statements.

Government-Wide Financial Statements

The District is a single-purpose entity that is required to account for its activity as a proprietary fund type under governmental accounting standards. Accordingly, the District presents only government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, similar to a private-sector business.

The statements of net position present information on all of the District's assets and liabilities, with the difference between assets and liabilities reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statements of activities and changes in net position present information showing how the District's net position changed during the fiscal year. All changes in net position are recognized on the date the underlying event that gives rise to the change occurs, regardless of the timing of the related cash flows.

The basic financial statements can be found on pages 10-13 of this report.

Notes to the Basic Financial Statements

The notes provide additional information that is necessary to acquire a full understanding of the data provided in the government-wide statements. The notes to the basic financial statements can be found on pages 14-29 of this report.

OVERALL FINANCIAL ANALYSIS

The financial statements provide both short-term and long-term information about the District's overall financial condition. This analysis addresses the financial statements of the District as a whole.

As noted earlier, net position may serve as a useful indicator of a government's financial position over time. In the case of the District, assets exceeded liabilities by $72,155,721 and $55,992,611 at June 30, 2020 and 2019, respectively.

STATEMENTS OF NET POSITION

As stated earlier, increases or decreases in net position over time may serve as a useful indicator of the District's financial position. A summary of the Statements of Net Position during the fiscal years ended June 30, 2020, 2019, and 2018, is shown below. The focus is on Net Position (Note 1):

	June 30, 2020	June 30, 2019	2020 - 2019 Increase (Decrease)	June 30, 2018	2019 - 2018 Increase (Decrease)
Cash	$ 22,732,624	$ 22,486,562	$ 246,062	$ 16,670,506	$ 5,816,056
Receivables	13,981,420	9,716,309	4,265,111	8,685,524	1,030,785
Prepaid expenses	136,882	14,192	122,690	40,442	(26,250)
Capital assets	40,142,892	28,758,459	11,384,433	29,085,919	(327,460)
Total Assets	76,993,818	60,975,522	16,018,296	54,482,391	6,493,131
Current liabilities	4,798,796	4,953,820	(155,024)	2,221,028	2,732,792
Noncurrent liabilities	39,301	29,091	10,210	39,095	(10,004)
Total Liabilities	4,838,097	4,982,911	(144,814)	2,260,123	2,722,788
Net investment in capital assets	40,142,892	28,758,459	11,384,433	29,085,919	(327,460)
Unrestricted net position	32,012,829	27,234,152	4,778,677	23,136,349	4,097,803
Total Net Position	$ 72,155,721	$ 55,992,611	$ 16,163,110	$ 52,222,268	$ 3,770,343

A substantial portion of the District's total net position reflects its investment in capital assets. These capital assets are used to provide bus services to Marin County residents and visitors. Consequently, these assets are not available for future spending. An additional portion of the District's net position represents resources that are subject to external restrictions imposed by grantors, contributors, or laws or regulations of other governments or constraints imposed by laws through constitutional provisions or enabling legislation, that restrict the use of net position. The remainder of the District's net position is unrestricted, and represents the District's reserve account. This reserve continues to meet the requirements of the Board of Directors adopted reserve policy.

STATEMENTS OF ACTIVITIES AND CHANGES IN NET POSITION

The Statements of Activities and Changes in Net Position provide information regarding the District's revenues and expenses. The table below reflects a summary of the District's Statements of Activities and Changes in Net Position during the fiscal years ended June 30, 2020, 2019, and 2018.

	June 30, 2020	June 30, 2019	2020-2019 Increase (Decrease)	June 30, 2018	2019-2018 Increase (Decrease)
Operating revenues					
Transit fares	$ 2,664,354	$ 3,303,234	$ (638,880)	$ 3,570,143	$ (266,909)
Contractual compensation	1,778,963	1,834,761	(55,798)	1,830,716	4,045
Special fares and school bus revenue	376,870	424,819	(47,949)	410,509	14,310
Total operating revenues	4,820,187	5,562,814	(742,627)	5,811,368	(248,554)
Operating expenses					
Purchased transportation services	24,614,822	24,245,772	369,050	22,698,220	1,547,552
Depreciation	4,119,852	3,549,062	570,790	2,908,165	640,897
Salary and benefits	2,420,797	2,099,316	321,481	1,881,194	218,122
Fuel	2,112,076	2,521,502	(409,426)	2,161,545	359,957
Professional services	1,352,263	1,340,332	11,931	1,440,732	(100,400)
General and administrative	537,450	422,474	114,976	416,675	5,799
Leases and rentals	137,817	126,723	11,094	98,832	27,891
Maintenance and facility costs	160,765	88,107	72,658	201,222	(113,115)
Total operating expenses	35,455,842	34,393,288	1,062,554	31,806,585	2,586,703
Operating Loss	(30,635,655)	(28,830,474)	(1,805,181)	(25,995,217)	(2,835,257)
Nonoperating revenues (expenses)					
Intergovernmental	25,660,130	24,340,749	1,319,381	22,142,502	2,198,247
Property taxes	4,803,083	4,561,268	241,815	4,321,194	240,074
Advertising and rentals	520,168	412,978	107,190	439,044	(26,066)
Gain on disposal of capital assets	-	-	-	2,093	(2,093)
Other revenues (expenses)	268,736	113,695	155,041	33,552	80,143
Total nonoperating revenues (expenses)	31,252,117	29,428,690	1,823,427	26,938,385	2,490,305
Income Before Capital Contributions	616,462	598,216	18,246	943,168	(344,952)
Capital contributions (grants)					
Intergovernmental	15,495,044	3,126,499	12,368,545	10,979,056	(7,852,557)
Other revenue	51,604	45,628	5,976	16,018	29,610
Total capital contributions (grants)	15,546,648	3,172,127	12,374,521	10,995,074	(7,822,947)
Change in Net Position	16,163,110	3,770,343	12,392,767	11,938,242	(8,167,899)
Net Position at Beginning of Year	55,992,611	52,222,268	3,770,343	40,284,026	11,938,242
Net Position at End of Year	$ 72,155,721	$ 55,992,611	$ 16,163,110	$ 52,222,268	$ 3,770,343

Revenues

Operating revenues decreased to $4.8 million in the fiscal year ended June 30, 2020, as compared to $5.6 million in the fiscal year ended June 30, 2019. This decrease was due to a a drop in fare revenue resulting from a significant drop in ridership due to the COVID-19 pandemic and the associated shelter in place order that began in March 2020.

The District's nonoperating revenues grew for the fiscal years ended June 30, 2020 and June 30, 2019. The increase in the fiscal year ended June 30, 2019, is primarily due to claiming $2.2 million of additional State funding including Transportation Development Act (TDA), State Transit Assistance (STA), and Low Carbon Transit Operations Program (LCTOP) funds. The increase in the fiscal year ended June 30, 2020, is primarily due to claiming $2.1 million of additional federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funds.

The majority of construction and vehicle acquisitions are funded with capital contributions from other governmental units such as federal, state, and local agencies. Therefore, capital contribution revenue is tied to the District's capital purchases, which naturally fluctuate over time. In the fiscal year ended June 30, 2020, the District purchased a vehicle parking facility and received a large number of vehicles, resulting in large spikes in capital contributions.

Expenses

Operating expenses increased in fiscal year ended June 30, 2020, due to increased depreciation expenses and increased purchased transportation costs from increased contract rates. Service cancelations related to the pandemic caused fuel expenses to decline in fiscal year ended June 30, 2020. During the fiscal year ended June 30, 2019, operating expenses increased due to increased purchased transportation costs from increased contract rates, increased fuel expense from price increases, and increased depreciation due to the purchase of additional vehicles in the prior year.

In the fiscal year ended June 30, 2020, Marin Transit had fewer vacant positions resulting in higher salary and benefit costs for operations.

In the fiscal year ended June 30, 2019, Marin Transit spent less staff time on capital projects resulting in higher salary and benefit costs for operations.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

Summary of Capital Assets (net of depreciation)

	Balance at June 30, 2020	Balance at June 30, 2019	Balance at June 30, 2018	Balance at June 30, 2017
Nondepreciable				
Land	$ 1,550,836	$ -	$ -	$ -
Work in progress	206,286	1,454,572	748,556	3,610,173
Total nondepreciable	1,757,122	1,454,572	748,556	3,610,173
Capital assets being depreciated				
Revenue vehicles	25,378,696	18,792,651	19,429,714	13,922,452
Facilities and stops	8,202,276	7,713,719	7,917,689	2,649,945
Communication and data equipment	682,904	417,171	498,678	522,064
Fare revenue collection equipment	29,568	64,108	105,619	134,881
Furniture and fixtures	29,318	36,965	7,204	10,406
Buildings	3,882,921	-	-	-
Non revenue vehicles	180,087	279,273	378,459	-
Total capital assets being depreciated	38,385,770	27,303,887	28,337,363	17,239,748
Capital assets, net	$ 40,142,892	$ 28,758,459	$ 29,085,919	$ 20,849,921

The District's investment in capital assets amounts to $40,142,892 and $28,758,459 and as of June 30, 2020 and June 30, 2019, respectively (net of accumulated depreciation). This investment in capital assets includes vehicles, facilities and stops, communication and data equipment, fare revenue collection equipment, and furniture and fixtures. Net assets increased in fiscal year 2020 by 40% after decreasing approximately 1% in fiscal year 2019.

The most significant additions to the District's capital costs in the year ended June 30, 2020, were purchase of a vehicle parking facility and eleven 40ft vehicle replacements. More detail on capital costs for fiscal year ended June 30, 2020, is included on page 21 of this report. The most significant additions to the District's capital costs in the year ended June 30, 2019, were a 40ft electric bus, five additional buses and shuttle replacements, and work completed on bus stop improvements.

Debt Administration

Pursuant to the enabling legislation (Marin County Transit District Act of 1964, § 70225), the District has the authority to issue debt. Currently, the District has no outstanding debt.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The on-going disruptions from the COVID-19 pandemic creates uncertainty for sales tax and fare revenues. Federal relief funding along with significant reserves allow the District to continue to provide services. The District adopted a fully funded budget for fiscal year ending June 30, 2021, and will continue to monitor revenue projections and prepare for service adjustments needed to respond to changing needs and to ensure long term financial sustainability. The District entered this period of disruption and uncertainty in a strong financial position. District reserves, combined with federal relief funding will allow the District to continue to provide needed baseline local transit services in Marin County.

Marin County voters passed Measure AA on November 6, 2018, to reauthorize and extend the local transportation sales tax for 30 years. The new measure continues to prioritize local transit and the expenditure plan specifies that that 55 percent of allocated sales tax revenues will go to local transit. The extension provides stability for Marin Transit's future intergovernmental revenues.

Marin Transit's budget for fiscal year ending June 30 2021, provides funding to continue to operate a similar level of service to the prior year. Due to the pandemic, services have been adjusted based on Board actions in response to changing needs. Supplemental school service hours have been redeployed to provide additional capacity needed to allow for social distancing on core services. Yellow school bus services and Muir Woods Shuttle service have not restarted, and paratransit demand continues to be down more than 70%. Marin Transit's contract service operations expenses continue to be the District's largest expense and are 79% of operations costs. Marin Transit will continue operations with existing service contracts which include costs escalations of 2.5% to 3.5%.

The District does not own sufficient transit vehicle parking and maintenance facilities. Without additional transit vehicle parking, increasing bus service levels will be constrained and it will be difficult to invest in electric bus charging infrastructure. Marin Transit has identified this as an ongoing challenge for contract operations and a risk for future operations contracts. To reduce this risk, Marin Transit purchased a bus parking facility in fiscal year ending June 30, 2020, but additional facilities are needed. Marin Transit has two capital projects to purchase parking and maintenance facilities.

The District adopted the Short Range Transit Plan (SRTP) on February 3, 2020. The 2020-2029 SRTP provides framework for service and capital planning for the next ten years. Financial projections are updated and a financially constrained plan and priorities for services and projects are established for potential future new revenues. The SRTP financial plan guides financial decision-making for the agency and is the basis for analyzing longer range financial impacts of changes in costs and revenues. The SRTP is updated every two to four years.

The District always continues to evaluate all services provided with an emphasis on continuing to improve the efficiency and convenience of the transit system for riders. During this pandemic, the District has been monitoring services and revenues carefully to ensure the District is prepared to adjust services as revenue projections stabilize. The District continues to provide the highest levels of local bus service possible while ensuring financial stability.

REQUESTS FOR INFORMATION

This financial report is designed to provide our residents, taxpayers and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the funds under its stewardship.

Please address any questions about this report or requests for additional financial information to our office at 711 Grand Avenue, Suite 110, San Rafael, California 94901.

Respectfully submitted,

Nancy Whelan
General Manager

BASIC FINANCIAL STATEMENTS

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MARIN COUNTY TRANSIT DISTRICT
STATEMENTS OF NET POSITION
JUNE 30, 2020 AND 2019

	2020	2019
ASSETS		
CURRENT ASSETS:		
Cash, cash equivalents, and investments	$ 22,732,624	$ 22,486,562
Accounts receivable:		
State grants	369,455	169,771
Transportation Authority of Marin	8,879,461	5,741,679
Federal grants	2,911,825	2,021,827
Golden Gate Bridge Highway and Transit District	878,486	1,317,965
Other receivables	942,193	465,067
Prepaid expenses	136,882	14,192
Total Current Assets	36,850,926	32,217,063
NONCURRENT ASSETS:		
Capital assets:		
Not depreciated	1,757,122	1,454,572
Depreciated, net	38,385,770	27,303,887
Total capital assets	40,142,892	28,758,459
Total Noncurrent Assets	40,142,892	28,758,459
Total Assets	$ 76,993,818	$ 60,975,522
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES:		
Accounts payable	$ 3,751,418	$ 4,224,507
Accrued payroll and benefits	97,090	87,041
Unearned revenue	853,743	564,477
Compensated absences - current portion	96,545	77,795
Total Current Liabilities	4,798,796	4,953,820
NONCURRENT LIABILITIES:		
Compensated absences - noncurrent portion	39,301	29,091
Total Noncurrent Liabilities	39,301	29,091
Total Liabilities	4,838,097	4,982,911
NET POSITION:		
Net investment in capital assets	40,142,892	28,758,459
Unrestricted	32,012,829	27,234,152
Total Net Position	$ 72,155,721	$ 55,992,611

The accompanying notes are an integral part of these financial statements.

MARIN COUNTY TRANSIT DISTRICT
STATEMENTS OF ACTIVITIES AND CHANGES IN NET POSITION
FOR THE FISCAL YEARS ENDED JUNE 30, 2020 AND 2019

	2020	2019
OPERATING REVENUES:		
Transit fares	$ 2,664,354	$ 3,303,234
Contractual compensation	1,778,963	1,834,761
Special fares	225,860	279,819
School bus services revenues	151,010	145,000
Total Operating Revenues	4,820,187	5,562,814
OPERATING EXPENSES:		
Purchased transportation services	24,614,822	24,245,772
Depreciation	4,119,852	3,549,062
Salaries and benefits	2,420,797	2,099,316
Fuel	2,112,076	2,521,502
Professional services	1,352,263	1,340,332
General and administrative	314,814	223,930
Utilities	149,744	64,639
Marketing	126,142	116,677
Leases and rentals	137,817	126,723
Other services	48,090	50,069
Casualty and liability costs	48,404	31,798
Maintenance costs	14,578	5,575
Capital costs	(3,557)	17,893
Total Operating Expenses	35,455,842	34,393,288
OPERATING LOSS	(30,635,655)	(28,830,474)
NONOPERATING REVENUES (EXPENSES):		
Intergovernmental revenue	25,660,130	24,340,749
Property tax revenue	4,803,083	4,561,268
Advertising	237,238	240,960
Rental income	282,930	172,018
Interest income	353,736	198,695
Gain on disposal of capital assets	-	-
Pass through of Measure A funds to Golden Gate	(85,000)	(85,000)
Total nonoperating revenues (expenses)	31,252,117	29,428,690
CAPITAL CONTRIBUTIONS:		
Intergovernmental revenue	15,495,044	3,126,499
Other revenue	51,604	45,628
Total capital contributions	15,546,648	3,172,127
Change in Net Position	16,163,110	3,770,343
NET POSITION:		
Beginning of year	55,992,611	52,222,268
End of year	$ 72,155,721	$ 55,992,611

The accompanying notes are an integral part of these financial statements.

MARIN COUNTY TRANSIT DISTRICT
STATEMENTS OF CASH FLOWS
FOR THE FISCAL YEARS ENDED JUNE 30, 2020 AND 2019

	2020	2019
CASH FLOWS FROM OPERATING ACTIVITIES:		
Cash received from customers	$ 2,853,364	$ 3,997,876
Cash receipts from contracts	1,778,963	1,834,761
Cash receipts from rent and leases	282,930	172,018
Cash paid for purchased transportation service	(24,575,813)	(24,234,201)
Cash paid to suppliers for goods and services	(4,300,371)	(4,499,138)
Cash received from (paid to) employees for services	(3,016,576)	88,941
Net Cash Used by Operating Activities	(26,977,503)	(22,639,743)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Property taxes received	4,803,083	4,561,268
Other noncapital revenues received (paid)	(3,550,747)	(510,438)
Intergovernmental revenues received	25,575,130	24,255,749
Net Cash Provided by Noncapital Financing Activities	26,827,466	28,306,579
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Proceeds from sale of capital assets	-	-
Acquisition of capital assets	(15,504,285)	(3,221,602)
Capital contribution revenues received	15,546,648	3,172,127
Net Cash Used by Capital and Related Financing Activities	42,363	(49,475)
CASH FLOWS FROM INVESTING ACTIVITIES:		
Interest income received	353,736	198,695
Net Cash Provided by Investing Activities	353,736	198,695
Net Increase in Cash, Cash Equivalents, and Investments	246,062	5,816,056
CASH, CASH EQUIVALENTS, AND INVESTMENTS:		
Beginning balance	22,486,562	16,670,506
Ending balance	$ 22,732,624	$ 22,486,562

The accompanying notes are an integral part of these financial statements.

MARIN COUNTY TRANSIT DISTRICT
STATEMENT OF CASH FLOWS (Continued)
FOR THE FISCAL YEARS ENDED JUNE 30, 2020 AND 2019

	2020	2019
RECONCILIATION OF OPERATING LOSS TO NET CASH USED BY OPERATING ACTIVITIES:		
Operating loss	$ (30,635,655)	$ (28,830,474)
Adjustments to reconcile operating loss from to net cash used by operating activities:		
Depreciation	4,119,852	3,549,062
Rent and lease receipts	282,930	172,018
Increase in accounts receivable	(477,126)	(279,387)
(Increase) decrease in prepaid expenses	(122,690)	26,250
Increase (decrease) in accounts payable	(473,089)	2,162,007
Increase in accrued payroll and benefits	10,049	4,012
Increase in unearned revenue	289,266	549,210
Increase in compensated absences	28,960	7,559
Net Cash Used by Operating Activities	$ (26,977,503)	$ (22,639,743)

The accompanying notes are an integral part of these financial statements.

MARIN COUNTY TRANSIT DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2020 AND 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Marin County Transit District (the District) are in conformity with accounting principles generally accepted in the United States of America (GAAP) applicable to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing accounting and financial reporting principles. The following is a summary of the significant accounting policies:

A. *Reporting Entity*

The District is a special district created by the authority of the Marin County Transit District Act of 1964. The District's purpose is to develop, finance, organize, and provide local Marin County transit service. Revenues are derived principally from property taxes, aid from other governmental entities, transportation contract revenue, and transit fare revenue.

The District is governed by a seven-member Board of Directors (the Board) comprised of the members of the Board of Supervisors of the County of Marin (the County) and two members chosen from city council persons or mayors of cities within the County. The District is a component unit of the County because the County controls the District's Board and may impose its will on the District.

The District contracts with five transit providers to operate transit services in Marin County:

Golden Gate Bridge Highway and Transportation District (Golden Gate): Since 1971, the District has contracted with Golden Gate to provide local transit services. In May of 2015, the District and Golden Gate entered into an agreement for transit services for the period July 1, 2015, through June 30, 2020, that contains options to extend the contract for two additional one-year periods. The contract specifies a rate per revenue hour and range of minimum and maximum revenue hours to be incurred each fiscal year for the term of the agreement and the two option years. The contract provides for a 2.7% increase in the rate per revenue hour annually. Fuel, capital costs, customer service, as well as San Rafael Transit Center security, maintenance, and utilities are separately compensated under the agreement in addition to the rate per revenue hour. The District sets the fare structure and rates, and establishes the service levels and the frequency of local transit services. Golden Gate collects passenger fares for the District's routes and the District's portion of State funding and applies them toward the District's obligation to Golden Gate.

Under the terms of the yearly agreements in place for the fiscal years ended June 30, 2020 and 2019, Golden Gate operated seven local fixed routes. The total cost of local bus transit service under these agreements during the fiscal years ended June 30, 2020 and 2019, was $10,728,455 and $10,760,016, respectively. Related fare revenue, advertising revenue, and other revenue earned for the fiscal years ended June 30, 2020 and 2019, was $2,639,781 and $2,914,393, respectively. Golden Gate was compensated for operating costs based on revenue hours incurred multiplied by a rate per hour specified in the contract as well as the District's share of capital costs of Golden Gate buses used. The agreement allowed the District the option of assuming ownership of revenue vehicles purchased with the District's capital contribution to Golden Gate. Ownership of all seventeen buses for which this provision applied was assumed during the fiscal year ended June 30, 2016. The remaining capital costs paid by the District to Golden Gate are related to the use of Golden Gate assets, including vehicles, facilities, and other assets, for which ownership may not be assumed by the District.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

A. *Reporting Entity* (Continued)

Under the local paratransit agreement, the District contracts for local and inter-county (regional) paratransit service on behalf of Golden Gate. With the implementation of the Americans with Disabilities Act (ADA), Golden Gate was required to provide complementary local and inter-county paratransit services. Golden Gate contracted with the District to be the primary public entity responsible to provide these inter-county paratransit services. The District, in turn, contracted with Marin Senior Coordinating Council to provide the actual services, with the understanding that the District would be adequately compensated by Golden Gate.

Marin Senior Coordinating Council, Inc.: The District has contracted with Marin Senior Coordinating Council, Inc., (MSCC, also known as "Whistlestop") since 2009 to provide local paratransit services. The contract was competitively bid, with a most recent contract start date of January 1, 2016. The contract has a 4 ½ year term with two one-year options. Paratransit services consist of demand responsive services for the disabled, which meets the requirements of the ADA and other federal provisions. Under the contract, MSCC provides the paratransit services and collects all the fare revenues. MSCC bills the District monthly for the net cost of services on an agreed-upon hourly basis. The District receives reimbursement from Golden Gate for the actual cost of the inter-county (regional) portion of this service and a portion of the local paratransit services.

MV Transportation, Inc.: MV Transportation, Inc., operates turn-key service on the Muir Woods Shuttle, Local Fixed Route Service, and Rural Service. This includes two rural routes established by the District and paid for in part by Federal Section 5311 Rural funding. This three-year contract, with two option years, was awarded in 2018 through a competitive bid process. Fare revenue on the service is collected through the District's GFI fare box system and is deposited directly into the District's account. The National Park Service pays for 50% of the Muir Woods Shuttle program.

Marin Airporter: Marin Airporter operates Local Fixed Route service and Community Shuttle Service. Marin Airporter has operated the Community Shuttle Service since 2006. The current three-year contract with two option years was awarded in 2018 through a competitive bid process. Fare revenue on this service is collected through the District's GFI fare box system and is deposited directly into the District's account.

Michael's Transportation Services: Michael's Transportation Services provides a six-yellow bus service to the Ross Valley School District. The current three-year contract, with two option years, was awarded in 2018 through a competitive bid process. Fare revenue on this service is collected through District pass sales and deposited into the District's account.

B. *Joint Ventures*

The District participates in two joint ventures. One joint venture is for risk management as disclosed in Note 10. The second joint venture is the Marin Emergency Radio Authority (the Authority). The Authority is responsible for acquiring, constructing, improving, and operating a countywide emergency radio system. During the fiscal year ended June 30, 1999, the Authority issued Revenue Bonds to be used for the acquisition of the radio system. The District is responsible for a 1.18% share of the annual contributions to the Authority for operations, which also covers debt payments. The amount of the contribution is disclosed in Note 12. The District is not directly responsible for liabilities of the Authority and only has a residual equity interest in the Authority that would result in the District's proportional share of residual assets being distributed to the District, if any, if the members vote to terminate the Authority. The Authority issues separate financial statements, which are available at: Marin Emergency Radio Authority, c/o Novato Fire Protection District, 95 Rowland Way, Novato, California 94945 or www.meraonline.org/contact.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. *Basis of Presentation*

The basic financial statements of the District have been prepared in conformity with GAAP as applied to government units. The GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District applies all applicable GASB pronouncements in its accounting and financial reporting. The more significant of the District's accounting policies are described below.

The District's resources are allocated to and accounted for in these financial statements as an enterprise fund type of the proprietary fund group. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other policies. Net position for the enterprise fund represents the amount available for future operations.

D. *Basis of Accounting*

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Enterprise funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with the operation of this fund are included on the Statement on Net Position. Net position is segregated into the net investment in capital assets, amounts restricted, and amounts unrestricted. Enterprise fund operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in net position.

The District uses the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Grant revenue is recognized when program expenditures are incurred in accordance with program guidelines. When such funds are received they are recorded as unearned revenues until earned. Transportation Development Act (TDA) revenues are recorded when all eligibility requirements have been met.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the District are charges to customers for transportation services, contractual compensation, and advertising. Operating expenses include the cost of purchased transportation services, contract labor, fuel, depreciation, professional services, leases and rentals, general and administrative, direct labor, marketing, utilities, and other operating expenses. All revenues and expenses not meeting these definitions are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

E. *Cash and Cash Equivalents*

The District defines cash and cash equivalents as cash on hand, demand deposits, and short-term investments, including the investment in the County investment pool. For the purposes of reporting cash flows, the District considers all cash and highly liquid investments purchased with an original maturity of three months or less to be cash equivalents. Additionally, one contractor who provides transportation services offsets certain types of revenues and expenses against monthly transportation service charges. Only the actual cash transactions are shown on the statement of cash flows.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

F. *Prepaid Expenses*

Prepaid expenses are costs paid as of the Statement of Net Position date that are related to future accounting periods. Prepaid expenses at June 30, 2020 and 2019, consisted mainly of prepaid software maintenance costs.

G. *Capital Assets*

Capital assets are valued at historical cost. Donated capital assets are reported at the acquisition value, which is the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction at the acquisition date. The District's policy defines capital assets as assets with an initial, individual cost of more than $5,000 and an estimated useful life in excess of one year. Provision is made for depreciation on the straight-line method over the estimated useful lives of the assets. The estimated useful lives are as follows:

Revenue vehicles	3 – 12 years
Facilities and stops	5 – 30 years
Communication and data equipment	3 – 5 years
Fare revenue and collection equipment	5 years
Furniture and fixtures	8 years
Non-revenue vehicles	2 years

Maintenance and repairs are expensed as operating expenses when incurred. Betterments that increase the useful lives or capacity of existing capital assets are capitalized when incurred. Costs of assets sold or retired (and the related amounts of accumulated depreciation) are eliminated from the capital asset accounts in the fiscal year of sale or retirement and the resulting gain or loss is included in nonoperating revenues (expenses).

Occasionally the District reimburses other organizations for the purchases of vehicles, facilities, and other assets. For the reimbursements in which the District does not own the assets, the transaction is recorded as capital costs within operating expenses on the Statements of Activities and Changes in Net Position.

H. *Unearned Revenue*

Unearned revenue at June 30, 2020, was State Transit Assistance funds from the State of Good Repair program for the purchase of a 30ft narrow bodied vehicle for the rural and seasonal service and Low Carbon Transit Operations funds for the purchase of 40ft electric transit vehicles. Unearned revenue at June 30, 2019, was State Transit Assistance funds from the State of Good Repair program for the purchase of 30ft narrow bodied vehicles for the rural and seasonal service, and fare revenue collected for yellow bus passes for school year 2019-2020.

I. *Compensated Absences*

At June 30, 2020 and 2019, the District's employment policy allows employees to accumulate earned, but unused vacation leave time. Vacation accrues at a rate of 80 hours per year until the third consecutive year of employment when an additional 40 hours are earned. Administrative leave and sick leave is provided to employees, but is not payable at separation or retirement and is not accrued as part of compensated absences. The current portion of the long-term liability is estimated based on historical trends.

J. *Property Taxes*

The County levies taxes and places liens on real property as of January 1 on behalf of the District. Property taxes are due the following November 1 and March 1 and become delinquent December 10 and April 10 for the first and second installments, respectively. Unsecured property taxes are levied throughout the fiscal year.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

J. *Property Taxes* (Continued)

In 1993, the District entered into an agreement (commonly known as the Teeter Plan) with the County. The Teeter Plan calls for the County to advance the District its share of the annual gross levy of secured property taxes and special assessments. In consideration, the District gives the County its rights to penalties and interest on delinquent secured property tax receivables and actual proceeds collected. The other receivables line on the Statements of Net Position refers mainly to unsecured property taxes.

K. *Measure A*

The County's voters passed a ½ cent sales tax measure (Measure A) in 2004 to provide local funding and investment for transportation infrastructure and programs. The tax went into effect on April 1, 2005, and lasts for a period of 20 years. Under the sales tax expenditure plan, fifty-five percent (55%) of Measure A is available for Local Transit service. The Transportation Authority of Marin (TAM) is the transportation sales tax authority in the County. TAM makes Measure A funding available to the District based on projections, and adjusts future year balances to account for actual receipts. The District requests Measure A funds on a reimbursement basis and does not carry an unspent balance of these funds.

The County's voters reauthorized and extended the ½ cent sales tax measure for 30 years in November 2018. The tax (Measure AA) went into effect March 1, 2019, with a period of 30 years and replaces Measure A. Under the updated sales tax expenditure plan, fifty-five percent (55%) of Measure AA is available for Transit with forty-five and ½ percent (45.5%) available for Local Transit service. TAM will continue to be the sales tax authority in the County and make Measure AA funding available to the District based on projections, and adjusts future years balances to account for actual receipts.

L. *Measure B*

In 2010, the County's voters approved Measure B, the Vehicle Registration Fee Initiative that collects $10 annually for each vehicle registered in the County for the purpose of improving transportation within the County. The TAM board adopted the Measure B Expenditure Plan on July 28, 2011, and is effective for 10 years. The Measure B Expenditure Plan designates 35% of the funds generated to be used to fund senior and disabled transportation services in the County, and the District is the designated agency to manage this component. The District requests Measure B funds on a reimbursement basis and does not carry an unspent balance of these funds.

M. *Net Position*

Net position is categorized as net investment in capital assets, restricted, and unrestricted as follows:

Net Investment in Capital Assets – The net investment in capital assets groups all capital assets into one category of net position, which is reduced by accumulated depreciation.

Restricted Net Position – Restricted net position represents amounts that are legally restricted for specific uses. The amount reported as restricted for capital additions represents a gain on sale of Federal Transit Administration (FTA) funded buses that must be used for future bus acquisitions.

Unrestricted Net Position – Unrestricted net position represents amounts not restricted for any other project.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

M. *Net Position* (Continued***)***

The District's Board approved a reserve policy for unrestricted net position allowing for a minimum of two months and maximum of six months of operating expenses to be reserved. An emergency reserve of two months of operating expenses and contingency reserve of more than two months but less than four months of operating expenses were approved under the policy. The emergency reserve is available for one-time, unanticipated expenditures or to offset unanticipated revenue fluctuations. The contingency reserve is available to maintain current transit service levels during revenue declines or slower than anticipated revenue growth. During the fiscal year ended June 30, 2018, a capital reserve was approved by the Board. Reserves were as follows at June 30:

	June 30, 2020	June 30, 2019
Emergency reserve	$ 5,594,559	$ 5,411,838
Contingency reserve	11,189,118	10,823,677
Capital reserve	15,229,152	10,998,637
	$ 32,012,829	$ 27,234,152

N. *Use of Estimates*

The preparation of the financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

O. *Reclassifications*

Certain amounts in 2019 have been reclassified to conform to the 2020 financial statement presentation. The reclassifications had no effect on total net position or change in net position.

NOTE 2 – CASH, CASH EQUIVALENTS, AND INVESTMENTS

Cash, cash equivalents, and investments as of June 30, 2020 and 2019, consist of the following:

	2020	2019
Cash on hand	$ 23	$ 23
Bank deposits	3,960,383	5,900,738
County of Marin investment pool	18,772,218	16,585,801
Total Cash, Cash Equivalents, and Investments	$ 22,732,624	$ 22,486,562

NOTE 2 – CASH, CASH EQUIVALENTS, AND INVESTMENTS (Continued)

Investment in the County of Marin Investment Pool

The District's Financial Management Policies indicate the District will invest excess funds in the County's investment pool. The County's investment pool is monitored and reviewed by a Treasury Oversight Committee (Committee). The Committee and County Board of Supervisors review and approve the County's investment policy yearly. The County's investment pool is not registered by the Securities and Exchange Commission. Interest earned on the pool is allocated to participants quarterly using the average daily cash balance of each fund. Investments held in the County's investment pool are available on demand to the District and are stated at amortized cost, which approximates fair value. The investment in the County pool is withdrawn on the amortized cost basis, which is different than the fair value of the District's investment in the pool. More information about the County's investment pool can be found in the notes to the County's basic financial statements at https://www.marincounty.org.

Interest rate risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. As of June 30, 2020 and 2019, the weighted average maturity of the investments contained in the County's investment pool was approximately 220 and 218 days, respectively.

Credit risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The County's investment pool has maintained the highest rating of AAA by Fitch Ratings, a nationally recognized statistical rating organization, since 1994.

Custodial credit risk

Custodial risk is the risk that the government will not be able to recover its deposits or the value of its investments that are in the possession of an outside party. Custodial credit risk does not apply to a local government's indirect deposits or investment in securities through the use of government investment pools (such as the County's investment pool). At June 30, 2020 and 2019, the carrying amount of the District's deposits was $3,960,383 and $5,900,738, respectively, and the balance in the financial institutions was $3,758,263 and $5,910,116, respectively. Of the balances in financial institutions, $250,000 at June 30, 2020 and 2019, was covered by federal depository insurance and the remaining amount was secured by a pledge of securities by the financial institution, but not in the name of the District.

NOTE 3 – CAPITAL ASSETS

Capital asset activity was as follows for the fiscal years ended June 30:

	Balance July 1, 2019	Additions	Deletions	Transfers	Balance June 30, 2020
Nondepreciable:					
Land	$ -	$ 1,442,595	$ -	$ 108,241	$ 1,550,836
Work in progress	1,454,572	200,714	-	(1,449,000)	206,286
Total Capital Assets, Not Being Depreciated	1,454,572	1,643,309	-	(1,340,759)	1,757,122
Capital Assets, Being Depreciated:					
Revenue vehicles	29,173,879	9,888,726	(716,264)	54,382	38,400,723
Facilities and stops	8,583,219	150,453	-	692,146	9,425,818
Communication and data equipment	1,881,522	104,376	(425,851)	315,896	1,875,943
Fare revenue collection equipment	464,862	7,891	(37,824)	-	434,929
Furniture and fixtures	123,907	-	-	-	123,907
Buildings	-	3,709,530	-	278,335	3,987,865
Non-revenue vehicles	403,044	-	(6,300)	-	396,744
Total Capital Assets, Being Depreciated	40,630,433	13,860,976	(1,186,239)	1,340,759	54,645,929
Less Accumulated Depreciation:					
Revenue vehicles	(10,381,228)	(3,357,063)	716,264	-	(13,022,027)
Facilities and stops	(869,500)	(354,042)	-	-	(1,223,542)
Communication and data equipment	(1,464,351)	(154,539)	425,851	-	(1,193,039)
Fare revenue collection equipment	(400,754)	(42,431)	37,824	-	(405,361)
Furniture and fixtures	(86,942)	(7,647)	-	-	(94,589)
Buildings	-	(104,944)	-	-	(104,944)
Non-revenue vehicles	(123,771)	(99,186)	6,300	-	(216,657)
Total Accumulated Depreciation	(13,326,546)	(4,119,852)	1,186,239	-	(16,260,159)
Total Capital Assets, Being Depreciated, Net	27,303,887	9,741,124	-	1,340,759	38,385,770
Total Capital Assets, Net	$ 28,758,459	$ 11,384,433	$ -	$ -	$ 40,142,892

Depreciation expense for the fiscal year ended June 30, 2020, was $4,119,852.

	Balance July 1, 2018	Additions	Deletions	Transfers	Balance June 30, 2019
Nondepreciable:					
Work in progress	$ 748,556	$ 800,495	$ -	$ (94,479)	$ 1,454,572
Capital Assets, Being Depreciated:					
Revenue vehicles	26,957,883	2,250,499	(67,654)	33,151	29,173,879
Facilities and stops	8,471,175	112,044	-	-	8,583,219
Communication and data equipment	1,821,367	37,098	(24,181)	47,238	1,881,522
Fare revenue collection equipment	464,862	-	-	-	464,862
Furniture and fixtures	88,351	21,466	-	14,090	123,907
Non-revenue vehicles	403,044	-	-	-	403,044
Total Capital Assets, Being Depreciated	38,206,682	2,421,107	(91,835)	94,479	40,630,433
Less Accumulated Depreciation:					
Revenue vehicles	(7,528,169)	(2,920,713)	67,654	-	(10,381,228)
Facilities and stops	(553,486)	(316,014)	-	-	(869,500)
Communication and data equipment	(1,322,689)	(165,843)	24,181	-	(1,464,351)
Fare revenue collection equipment	(359,243)	(41,511)	-	-	(400,754)
Furniture and fixtures	(81,147)	(5,795)	-	-	(86,942)
Non-revenue vehicles	(24,585)	(99,186)	-	-	(123,771)
Total Accumulated Depreciation	(9,869,319)	(3,549,062)	91,835	-	(13,326,546)
Total Capital Assets, Being Depreciated, Net	28,337,363	(1,127,955)	-	94,479	27,303,887
Total Capital Assets, Net	$ 29,085,919	$ (327,460)	$ -	$ -	$ 28,758,459

Depreciation expense for the fiscal year ended June 30, 2019, was $3,549,062.

NOTE 4 – COMPENSATED ABSENCES

Compensated absences activity was as follows for the fiscal years ended June 30, 2020 and 2019:

	Balance at July 1, 2019	Additions	Reductions	Balance at June 30, 2020	Due Within One Year
Compensated absences	$ 106,886	$ 118,388	$ (89,428)	$ 135,846	$ 96,545

	Balance at July 1, 2018	Additions	Reductions	Balance at June 30, 2019	Due Within One Year
Compensated absences	$ 99,327	$ 104,537	$ (96,978)	$ 106,886	$ 77,795

NOTE 5 – INTERGOVERNMENTAL REVENUE

The following is the detail of intergovernmental revenues for the fiscal years ended June 30:

	2020		
Federal revenue:	Non-Operating	Capital	Total
FTA			
Section 5307 (ADA Set-Aside)	$ 687,028	$ -	$ 687,028
Section 5307 (Vehicle/Equipment purchase)	-	8,088,277	8,088,277
Section 5307 (Lifeline Operations)	-	-	-
Section 5307 (STIP)	-	-	-
Section 5307 (CARES	1,816,351	-	1,816,351
Section 5309 (State of Good Repair)	-	-	-
Section 5310 (On-Demand Pilot)	350,000	-	350,000
Section 5310 (Mobility Management)	150,687	-	150,687
Section 5311 grant (Stagecoach operating)	231,638	-	231,638
Section 5311 (CARES	239,772	-	239,772
Section 5316 Job Access and Reverse Commute (JARC) (Mobility Tech)	-	28,558	28,558
Section 5317 (New Freedom Cycle 4 Funding)	-	-	-
Section 5320 (Transit in the Parks)	-	2,870	2,870
Section 5339 (Discretionary)	-	4,296,746	4,296,746
United States Department of the Interior			
National Park Service	370,245	-	370,245
National Park Service - Fare Revenue	284,570	-	284,570
Total federal revenue	4,130,291	12,416,451	16,546,742
State revenue:			
TDA	5,225,171	-	5,225,171
State Transit Assistance (STA)			
STA (Operations - Revenue Based)	650,000	25,837	675,837
STA (Operations - Population Based)	944,383	-	944,383
STA (Lifeline)	391,151	-	391,151
Paratransit	62,368	-	62,368
State of Good Repair (SGR)	-	258,833	258,833
Bay Area Air Quality Funds	-	67,522	67,522
State Transportation Improvement Program (STIP)	-	-	-
Active Transportation Program	-	-	-
Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA)	-	22,999	22,999
Home Owner Property Tax Relief	18,719	-	18,719
Low Carbon Transit Operations Program (LCTOP)	-	-	-
California Department of Transportation (Caltrans)	239	-	239
Total state revenue	7,292,031	375,191	7,667,222
Local revenue:			
Measure A			
Strategy 1.1 (Local)	1,699,572	-	1,699,572
Strategy 1.2 (Rural)	-	-	-
Strategy 1.3 (Special)	-	-	-
Strategy 1.4 (Capital)	254,170	2,678,687	2,932,857
Interest	85,000	-	85,000
Measure AA			
Category 4.1 Bus Transit Service	7,007,838	-	7,007,838
Category 4.2 Rural/Recreational Bus Services	900,000	-	900,000
Category 4.3 Transit Services for Special Needs	2,137,479	-	2,137,479
Category 4.4 Bus Services to Schools	1,167,047	-	1,167,047
Measure B	956,702	-	956,702
Golden Gate Highway and Transportation District	30,000	24,715	54,715
Total local revenue	14,237,808	2,703,402	16,941,210
Total intergovernmental revenue	$ 25,660,130	$ 15,495,044	$ 41,155,174

NOTE 5 – INTERGOVERNMENTAL REVENUE (Continued)

	2019		
Federal revenue:	Non-Operating	Capital	Total
FTA			
Section 5307 (ADA Set-Aside)	$ 715,573	$ -	$ 715,573
Section 5307 (Vehicle/Equipment purchase)	-	1,031,967	1,031,967
Section 5309 (State of Good Repair)	-	418,378	418,378
Section 5310 (On-Demand Pilot)	350,000	-	350,000
Section 5310 (Mobility Management)	136,487	-	136,487
Section 5311 grant (Stagecoach operating)	215,088	-	215,088
Section 5316 Job Access and Reverse Commute (JARC) (Mobility Tech)	4,000	56,938	60,938
Section 5320 (Transit in the Parks)	-	56,856	56,856
United States Department of the Interior			
National Park Service	323,371	-	323,371
National Park Service - Fare Revenue	406,475	-	406,475
Total federal revenue	2,150,994	1,564,139	3,715,133
State revenue:			
TDA	5,109,399	-	5,109,399
State Transit Assistance (STA)			
STA (Operations - Revenue Based)	598,064	780,911	1,378,975
STA (Operations - Population Based)	1,140,266	-	1,140,266
Paratransit	103,372	-	103,372
State of Good Repair (SGR)	-	104,643	104,643
Bay Area Air Quality Funds	67,500	-	67,500
State Transportation Improvement Program (STIP)	-	-	-
Active Transportation Program	-	-	-
Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA)	-	112,092	112,092
Home Owner Property Tax Relief	18,779	-	18,779
Low Carbon Transit Operations Program (LCTOP)	335,795	-	335,795
California Department of Transportation (Caltrans)	284	-	284
Total state revenue	7,373,459	997,646	8,371,105
Local revenue:			
Measure A			
Strategy 1.1 (Local)	10,083,682	-	10,083,682
Strategy 1.2 (Rural)	990,000	-	990,000
Strategy 1.3 (Special)	2,386,318	-	2,386,318
Strategy 1.4 (Capital)	279,881	507,514	787,395
Interest	85,000	-	85,000
Measure B	991,415	(17,800)	973,615
Measure B (TAM)	-	75,000	75,000
Total local revenue	14,816,296	564,714	15,381,010
Total intergovernmental revenue	$ 24,340,749	$ 3,126,499	$ 27,467,248

NOTE 6 – OPERATING LEASE

The District leases its office space under a non-cancellable operating lease. In July 2012, the District entered into a three-year lease, with one three-year option to renew at market rates. In June 2015, the District exercised its option to renew the lease for three additional years to October 31, 2018. In March 2018, the District added 923 square feet of additional square footage and extended the lease term by five year from the date of delivery of the additional square footage. The additional square footage was delivered October 1, 2018, and the five-year lease extends to September 31, 2023. As of June 30, 2020, future minimum lease payments under the operating lease were as follows:

Fiscal Year Ending June 30:	
2021	$ 140,532
2022	143,248
2023	145,963
2024	36,660
Total minimum lease commitments	$ 466,403

Lease expense for the fiscal years ended June 30, 2020 and 2019, totaled $137,817 and $126,723, respectively.

NOTE 7 – RETIREMENT AND OTHER POSTEMPLOYMENT BENEFITS

The District contributes to the Marin County Transit District Governmental 401(a) single employer defined contribution pension plan (the Plan) for its employees who have attained twenty-one years of age and have more than 1,000 hours of service. The Plan is administered by the District.

Benefit terms, including contribution requirements, for the Plan are established and may be amended by the District's Board. For each employee in the Plan at the end of the Plan year, the District is required to contribute 10% to 15% of annual salary, exclusive of overtime, to individual employee accounts. Employees are not permitted to make contributions to the Plan. For the fiscal years ended June 30, 2020 and 2019, the District recognized pension expense of $226,407 and $217,914, respectively.

Employees are fully vested in employer contributions after six months of service. Non-vested District contributions are forfeited upon termination. Such forfeitures are first used to pay Plan administrative expenses and any remaining forfeitures are used to reduce the required future employer contribution. There were no forfeitures for the fiscal years ended June 30, 2020 and 2019.

The District provides a Section 457 deferred compensation plan (Section 457 Plan) to its employees. Employees are allowed to contribute to the Section 457 Plan, but the District does not contribute to the Section 457 Plan. The District does not currently provide other postemployment benefits (OPEB) to employees.

The District also contracted with the County and an independent entity called Local Government Services (LGS) for staffing until all contract employees were hired by the District during the fiscal year ended June 30, 2014. Pension and OPEB benefits were available to County and LGS contract employees. The District does not currently have a contract with the County that defines responsibility for any unfunded retirement and OPEB benefits for County employees used by the District that may be payable upon separation. However, all former County employees retired or left the County's and District's service and the District does not believe a separation liability is applicable to the District. The contract with LGS stated that LGS is responsible for retirement and OPEB benefits for its employees used by the District.

NOTE 8 – COMMITMENTS AND CONTINGENCIES

Commitments

The District has the following commitments as of June 30:

Contractor	Purpose	2020	2019
Golden Gate	Local fixed route service	$ 8,737,323	$ 11,864,424
Whistlestop	Paratransit service	5,402,745	5,421,442
Gillig	Hybrid buses	-	8,906,040
Marin Airporter	Shuttle and fixed route services	6,094,802	12,011,379
MV Transportation, Inc.	Rural and seasonal transit service	3,218,424	6,315,828
BYD	Electric buses	-	684,294
Michael's Transportation Services	Yellow bus service	-	1,305,223
Whistlestop	Travel Navigator, Volunteer Driver	329,555	449,957
Creative Bus Sales	Paratransit and stage replacements	5,625,661	1,656,421
Syncromatics	Hardware replacement	3,969,240	-
		$ 33,377,750	$ 48,615,008

Contingencies

The District receives grants from federal and state agencies that are subject to compliance audits by the awarding agency. No such audits occurred during the fiscal year and the District's management does not believe that any such audits would result in material disallowed costs. However, it is possible that ineligible costs could be identified during any such audits in the future.

The District contracted with LGS (LGS, a Joint Powers Authority) for employees from May 1, 2010, through October 15, 2013. The contract required LGS to take responsibility for any pension benefits of LGS employees used by the District and LGS made contributions to the California Public Employees Retirement System (CalPERS) on their behalf. In June 2017, the District was made aware that CalPERS found that LGS incorrectly enrolled six of the individuals employed by LGS and used by the District into CalPERS membership. Due to this determination, it is unknown whether the employees will be allowed to retain CalPERS service credits and the status of previously made pension contributions/responsibility for any unfunded pension liability for the employees is in question. The District is working with LGS and CalPERS to explore options for retaining CalPERS service credits and other alternatives for the six current and/or former employees. The ultimate resolution of this matter is currently unknown.

The District is a party to claims arising in the normal course of business. The District's management and legal counsel are of the opinion that the ultimate liability, if any, arising from these claims will not have a material adverse impact of the financial position of the District.

Concentrations

A significant portion of the District's contracted transit services are provided by three transit contractors. A change in these relationships could have a significant impact on the District.

The District receives a substantial percentage of its revenue from sales tax, fuel tax, and property tax, including TDA, STA, and Measure A revenue. A significant change in these revenue sources could have a significant impact on the District's operations.

NOTE 9 – OTHER STATE GRANTS

PTMISEA

In November 2006, California voters passed a bond measure enacting the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. Of the $19.25 billion of State general obligation bonds authorized, $4 billion was set aside by the State as instructed by the statute as the PTMISEA. These funds are available to the California Department of Transportation for intercity rail projects and to transit operators in California for rehabilitation, safety, or modernization improvements; capital service enhancements or expansions; new capital projects; bus rapid transit improvements; or for rolling stock procurement, rehabilitation, or replacement.

For the fiscal years ended June 30, 2020 and 2019, the District was awarded $400,000 and $400,000, respectively, from the State's PTMISEA account for the projects listed in the tables below. The tables below disclose the PTMISEA amounts received, expended, and unexpended for each approved project that was verified during the course of the audit as of June 30:

Project Name	Grant Amount	Received through June 30, 2020	Expended through June 30, 2020	Unexpended at June 30, 2020
Local bus stop revitalization	$ 400,000	$ 400,000	$ 400,000	$ -
Total	$ 400,000	$ 400,000	$ 400,000	$ -

Project Name	Grant Amount	Received through June 30, 2019	Expended through June 30, 2019	Unexpended at June 30, 2019
Local bus stop revitalization	$ 400,000	$ 269,567	$ 377,002	$ 22,998
Total	$ 400,000	$ 269,567	$ 377,002	$ 22,998

LCTOP

The LCTOP was established by the California Legislature in 2014 by Senate Bill 862. The LCTOP provides funds to transit agencies to reduce greenhouse gas emission and improve mobility through operating and capital grants. Projects approved for LCTOP will support bus or rail services, or expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance, and other costs to operate those services or facilities, with each project reducing greenhouse gas emissions.

As of June 30, 2020, LCTOP funds of $500,806, plus $10,343 of interest, were allocated to the District. None of this amount was spent as of June 30, 2020.

As of June 30, 2019, LCTOP funds of $335,795 were allocated to the District. All of this amount, was received for transit operations on Route 23 and was spent during the fiscal year ended June 30, 2019.

State of Good Repair

The Road Repair and Accountability Act of 2017, SB 1 (Chapter 5, Statutes of 2017), signed by the Governor on April 28, 2017, includes a program that will provide additional revenues for transit infrastructure repair and service improvements. This investment in public transit will be referred to as the State of Good Repair program. These funds are to be made available for eligible transit maintenance, rehabilitation, and capital projects. As of June 30 2020 and 2019, funds of $258,833 and $104,643, respectively. All of these amounts were spent as of June 30, 2020 and 2019.

NOTE 10 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; injuries to employees; errors and omissions; and natural disasters. The risk of loss is managed by requiring contract operators to indemnify and hold harmless the District as well as maintain minimum specified levels of coverage. Additional coverage is provided by the County for errors and omissions, injuries to employees, and natural disaster. The District's insurance coverage is carried through California State Association of Counties Excess Insurance Authority (CSAC) in pooled programs and through a commercial insurance carrier.

CSAC is a public entity risk pool currently operating as a common risk management and insurance program for counties located throughout California. The purpose of CSAC is to spread the adverse effects of losses among the member entities and to purchase excess insurance as a group. The District's general liability insurance limit through CSAC was $25,000,000 with a $25,000 deductible at both June 30, 2020 and 2019. The District's claims have not exceeded the maximum insurance coverage, and there have been no reductions in insurance limits during the past three fiscal years.

The District is not directly responsible for liabilities of CSAC and only has a residual equity interest in CSAC that would result in the District's proportional share of residual assets being distributed to the District or its proportional share of additional premiums being required to be paid to CSAC if assets are not adequate to satisfy liabilities, if any, if the members vote to terminate CSAC. The financial statements of CSAC are available at CSAC's office at: 75 Iron Point Circle, Folsom, California 95630 or at www.csac-eia.org.

NOTE 11 – TRANSPORTATION DEVELOPMENT ACT COMPLIANCE REQUIREMENTS

Transit operators are required to either meet a TDA funding limit of 50% of total expenses or maintain a minimum required fare revenue to operating expenses ratio in order to be eligible for TDA funding. The District's direct allocation of STA revenue meets the 50% expenditure limitation under TDA Section 99268, thereby making the District exempt from fare revenue ratio requirements.

NOTE 12 – RELATED PARTY TRANSACTIONS

The District's Board includes members of the governing bodies of the County and the City of Novato, the City of Mill Valley, and City of San Rafael (the Cities). The District has various transactions with the County, Cities, and other agencies that have City and County governing body representatives on their governing bodies.

Receivables from Golden Gate and TAM are listed on the face of the Statement of Net Position. TDA and STA revenues listed in Note 5 are received from Golden Gate as well as various FTA and state grants. Measure A and Measure B revenues listed in Note 5 are received from TAM.

NOTE 12 – RELATED PARTY TRANSACTIONS (Continued)

The following table represents revenues, expenses, accounts payable, and unearned revenue to related agencies not separately reported in the Statements of Net Position and Statements of Activities and Changes in Net Position or Note 5:

	2020	2019
Revenues from related parties:		
Golden Gate:		
Fares	$ 1,208,103	$ 1,464,740
Paratransit contribution	1,036,216	1,059,560
Advertising	206,500	212,791
Other revenues	188,962	177,302
Total revenues from related parties not separately reported	$ 2,639,781	$ 2,914,393
Expenses to related parties:		
Golden Gate - transit contract		
Local transit service operations	$ 10,708,276	$ 10,760,016
Vehicle repairs	149,093	198,061
Capital costs	20,179	17,892
County of Marin - fuel	1,117,888	1,309,318
Marin Emergency Radio Authority - emergency radio system payments	48,090	50,069
County of Marin - other expenses	54,613	42,329
Metropolitan Transportation Commission - clipper	12,411	15,785
Total expenses to related parties	$ 12,110,550	$ 12,393,470
Accounts payable to related parties:		
Golden Gate:		
Transit contract	$ 1,537,198	$ 1,594,528
County of Marin - miscellaneous	112,990	246,143
Total accounts payable to related parties	$ 1,650,188	$ 1,840,671

NOTE 13 – SUBSEQUENT EVENTS

On March 11, 2020, the World Health Organization declared the outbreak of a coronavirus (COVID-19) pandemic. In response, the County, followed by the Governor of California, issued a Shelter at Home order effective March 19, 2020, requiring certain non-essential businesses to temporarily close to the public. At the current time, management is unable to quantify the potential effects of this pandemic on its future financial statements.

Subsequent events have been evaluated through November 20, 2020, the date these financial statements were available to be issued.

SUPPLEMENTARY INFORMATION

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MARIN COUNTY TRANSIT DISTRICT
SUPPLEMENTARY INFORMATION
FOR THE FISCAL YEARS ENDED JUNE 30, 2020 AND 2019

STATEMENTS OF FIDUCIARY NET POSITION – RETIREMENT PLAN

	2020	2019
ASSETS		
Cash	$ -	$ 26,352
Contributions receivable	10,019	8,475
Investments		
Fixed income	2,654	66,272
Target date funds	1,079,042	769,018
Stock mutual funds	248,939	288,836
Total Investments	1,330,635	1,124,126
TOTAL ASSETS	1,340,654	1,158,953
TOTAL NET POSITION RESTRICTED FOR RETIREMENT BENEFITS	$ 1,340,654	$ 1,158,953

STATEMENTS OF CHANGES IN FIDUCIARY NET POSITION – RETIREMENT PLAN

	2020	2019
ADDITIONS		
Contributions - employer	$ 226,407	$ 217,914
Increase in investments*	(38,989)	54,463
TOTAL ADDITIONS	187,418	272,377
DEDUCTIONS		
Admin Expenses	3,730	-
Withdrawals	1,987	-
TOTAL DEDUCTIONS	5,717	-
NET INCREASE IN NET POSITION	181,701	272,377
Net position restricted for retirement benefits - beginning of year	1,158,953	886,576
NET POSITION RESTRICTED FOR RETIREMENT BENEFITS - END OF YEAR	$ 1,340,654	$ 1,158,953
Number of Participants in Retirement Plan:		
Active	17	15
Retiree	-	-
Terminated	7	7

* Includes plan administrative fee of 0.70% and 0.95% for mutual funds through April 2020. After April 2020, administrative fees are listed as deductions.

MARIN COUNTY TRANSIT DISTRICT
BUDGETARY COMPARISON SCHEDULE – OPERATIONS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Original Budget	Final Budget	Actual	Variance with Final Budget
REVENUES				
Fares	$ 4,160,781	$ 4,160,781	$ 3,233,297	$ (927,484)
Advertising and other revenues	408,000	408,000	395,462	(12,538)
Fees for service	2,097,563	2,097,563	1,897,213	(200,350)
Interest	150,700	150,700	353,736	203,036
Measure A	6,899,497	6,899,497	1,699,572	(5,199,925)
Measure A interest	-	-	85,000	85,000
Measure AA	7,508,005	7,508,004	11,212,364	3,704,360
Measure B	1,245,000	1,245,000	956,702	(288,298)
Property taxes	4,629,004	4,629,004	4,755,734	126,730
Redevelopment area (RDA) fees	39,950	39,950	54,204	14,254
State Transit Assistance (STA)	2,375,692	2,375,692	2,047,902	(327,790)
Transportation Development Act (TDA)	5,836,446	5,836,446	5,225,171	(611,275)
Other state revenue	18,800	18,800	18,958	158
Federal Transit Administration (FTA) funds	1,338,413	1,338,413	3,475,476	2,137,063
National Park Service grant	452,570	452,570	370,399	(82,171)
Cost center transfers	(1,400)	(1,400)	(55,505)	(54,105)
Total revenues	37,159,021	37,159,020	35,725,685	(1,433,335)
EXPENDITURES				
Salaries and benefits	2,675,000	2,675,000	2,470,182	204,818
Consultant services	727,217	727,217	268,196	459,021
Consultant - legal	-	-	25,385	(25,385)
Security and maintenance	303,854	303,854	261,864	41,990
Customer service	651,950	651,950	637,447	14,503
Indirect County overhead	2,652	2,652	-	2,652
Mobility management support programs	29,800	29,800	9,812	19,988
Grants to external agencies	405,485	405,485	435,485	(30,000)
Office supplies	233,808	258,808	359,293	(100,485)
General insurance	40,000	40,000	47,662	(7,662)
Contract service operation	25,631,104	25,631,104	24,172,094	1,459,010
Membership and prof development	63,654	63,654	22,955	40,699
Mileage and travel	24,401	24,401	16,015	8,386
Marketing	246,808	246,808	126,142	120,666
Communication	227,623	227,623	158,029	69,594
Fuel	2,663,294	2,663,294	2,111,976	551,318
Vehicle and vehicle parking leases	24,730	24,730	19,019	5,711
Office - rental and overhead	141,110	141,110	137,817	3,293
Partner agency pass through	-	-	85,000	(85,000)
Cost center transfers	(525,136)	(525,136)	(326,912)	(198,224)
Total expenditures	33,567,354	33,592,354	31,037,461	2,554,893
Excess of revenues over expenditures	$ 3,591,667	$ 3,566,666	$ 4,688,224	$ 1,121,558

MARIN COUNTY TRANSIT DISTRICT
BUDGETARY COMPARISON SCHEDULE – CAPITAL PROGRAM
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Original Budget	Final Budget	Actual	Variance with Final Budget
REVENUES				
Interest	$ -	$ -	$ 573	$ 573
Other local	-	-	24,715	24,715
Measure A sales tax	518,000	518,000	250,850	(267,150)
Measure A sales tax - capitalized	3,660,147	3,698,430	2,682,007	(1,016,423)
Measure A sales tax - interest	1,100,000	1,100,000	-	(1,100,000)
Measure B	114,500	114,500	-	(114,500)
STA - Revenue Based	-	209,575	284,670	75,095
STA - State of Good Repair (SGR)	503,478	529,975	-	(529,975)
Proposition 1B	-	90,499	22,999	(67,500)
State Bay Area Quality Funds	-	-	67,522	67,522
FTA 5309 SGR	-	-	-	-
FTA 5307 Urbanized Area Formula	8,134,673	8,830,913	8,088,277	(742,636)
FTA 5316 JARC	-	28,558	28,558	-
FTA 5339 Discretionary	4,400,000	4,400,000	4,296,746	(103,254)
FTA-5320 Transit in the Parks	151,494	171,642	2,870	(168,772)
Golden Gate payment for regional paratransit	-	-	4,247	4,247
Sale of assets	-	-	44,022	44,022
Property tax transfer	1,400	1,400	55,505	54,105
Total revenues	18,583,692	19,693,492	15,853,561	(3,839,931)
EXPENDITURES				
Vehicles				
Purchase 4-40ft electric	500	500	2,220	(1,720)
Electric vehicles	-	860,245	694,462	165,783
Electric fleet plan	114,500	114,500	-	114,500
Hybrid mid life battery replacements	130,000	124,313	123,362	951
Purchase 11-40ft hybrids	9,057,000	9,057,000	8,992,605	64,395
Purchase 16 paratransit vehicles	1,000	1,000	5,766	(4,766)
Purchase 9 shuttles	1,000	1,000	5,975	(4,975)
2018 Replace 4 rural vehicles upgrade to XHF	1,710,000	1,734,597	7,190	1,727,407
Purchase 2 XHF replacements	1,000	1,000	2,637	(1,637)
Non Revenue Vehicles				
Staff car	-	44,649	-	44,649
Facilities and Stops				
Bus stop improvements SGR	15,000	133,578	109,303	24,275
Bus stop inventory	5,000	-	-	-
Muir Woods infrastructure improvements	-	20,148	2,993	17,155
Facility				
Facility ROW	6,364,192	6,387,842	5,152,125	1,235,717
Yellow bus parking/facility	3,000,000	3,000,000	-	3,000,000
Technology Projects				
AVL equipment replacement	174,500	179,831	147,775	32,056
Marin Emergency Radio Authority	29,000	29,000	27,259	1,741
On board equipment - 2016	51,000	38,590	924	37,666
Realtime signs	210,000	210,000	28,227	181,773
Mobility management technology backbone	-	35,698	65,523	(29,825)
Ongoing Capital Expenses				
Bus stop maintenance	100,000	100,000	110,887	(10,887)
Golden Gate capital costs	18,000	18,000	20,179	(2,179)
Infrastructure support	399,999	399,999	281,216	118,783
Major vehicle repairs	202,000	202,000	78,298	123,702
Total expenditures	21,583,691	22,693,490	15,858,926	6,834,564
Excess (Deficiency) of revenues over (under) expenditures	$ (2,999,999)	$ (2,999,998)	$ (5,365)	$ (10,674,495)

MARIN COUNTY TRANSIT DISTRICT
BUDGETARY COMPARISON SCHEDULE – FACILITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Original Budget	Final Budget	Actual	Variance with Final Budget
REVENUES				
Lease of Facility	$ 164,277	$ 164,277	$ 124,706	$ (39,571)
Total revenues	164,277	164,277	124,706	(39,571)
EXPENDITURES				
Overhead Transfer				
Consultant services	-	9,000	9,632	632
Custodial service - janitorial	-	5,000	-	(5,000)
Landscaping	-	2,500	-	(2,500)
Security services	-	1,500	-	(1,500)
Utilities	-	6,834	12,547	5,713
Small equipment	-	2,500	-	(2,500)
Insurance	-	2,500	742	(1,758)
Salary/Benefit transfers	-	5,925	4,700	(1,225)
Overhead transfer	-	671	1,267	596
Total expenditures	-	36,430	28,888	(7,542)
Excess (Deficiency) of revenues over (under) expenditures	$ 164,277	$ 127,847	$ 95,818	$ (32,029)

MARIN COUNTY TRANSIT DISTRICT
BUDGETARY COMPARISON SCHEDULE –
RECONCILIATION TO STATEMENT OF ACTIVITIES,
AND CHANGES IN NET POSITION
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

Excess of revenues over expenditures - budgetary basis (operations)	$ 4,688,224
Deficiency of revenues under expenditures - budgetary basis (capital program)	(5,365)
Excess of revenues over expenditures - budgetary basis (facilities)	95,818
Amounts not budgeted:	
Capital asset additions	15,504,285
Net book value of capital asset disposals	-
Depreciation expense	(4,119,852)
Increase in net position	$ 16,163,110

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STATISTICAL SECTION

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STATISTICAL SECTION

This section of the Marin County Transit District's (the District) Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the District's overall health.

Contents Pages

Financial Trends

This segment contains trend information to help the reader understand how the District's financial performance and well-being have changed over time. 36-38

Revenue Capacity

This segment includes information to help the reader assess the District's most significant own-source revenues: passenger fares and property taxes. 39-44

Debt Capacity

This segment presents information intended to assist the reader in understanding and assessing the District's current level of outstanding debt and its ability to issue additional debt in the future. 45

Economic and Demographic Information

This segment depicts county-wide demographic and economic indicators to help the reader understand the environment within which the District's financial activities take place. 46-47

Operating Information

These schedules contain information about the District's operations and resources to help the reader understand how the District's financial information relates to the services the District provides and the activities it performs. 48-52

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
FINANCIAL TRENDS
SCHEDULE OF NET POSITION
LAST TEN FISCAL YEARS

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Net investment in capital assets	$ 2,249,366	$ 3,595,152	$ 6,113,707	$ 7,201,252	$ 8,665,148	$ 19,166,232	$ 20,849,921	$ 29,085,919	$ 28,758,459	$ 40,142,892
Restricted net position	-	-	-	-	-	307,027	31,624	-	-	-
Unrestricted net position	7,376,283	5,794,532	7,341,199	9,236,575	11,847,226	15,421,852	19,402,481	23,136,349	27,234,152	32,012,829
Total net position	$ 9,625,649	$ 9,389,684	$ 13,454,906	$ 16,437,827	$ 20,512,374	$ 34,895,111	$ 40,284,026	$ 52,222,268	$ 55,992,611	$ 72,155,721

Source: MCTD Audited Financial Statements

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
FINANCIAL TRENDS
STATEMENTS OF ACTIVITIES AND CHANGES IN NET POSITION
LAST TEN FISCAL YEARS

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
OPERATING REVENUES										
Transit fares	$ 3,640,913	$ 3,610,175	$ 3,720,004	$ 3,731,205	$ 3,669,514	$ 3,586,587	$ 3,528,289	$ 3,570,143	$ 3,303,234	$ 2,664,354
Contractual compensation	1,760,645	1,779,524	1,734,847	1,906,714	1,950,099	2,028,796	1,765,230	1,830,716	1,834,761	1,778,963
Special fares	-	-	-	20,000	-	250,798	269,244	265,509	279,819	225,860
School bus revenues	-	-	-	-	-	130,000	145,000	145,000	145,000	151,010
Advertising[1]	452,219	464,309	-	-	-	-	-	-	-	-
Miscellaneous	45,637	-	-	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES	5,899,414	5,854,008	5,454,851	5,657,919	5,619,613	5,996,181	5,707,763	5,811,368	5,562,814	4,820,187
OPERATING EXPENSES										
Purchased transportation services	20,826,032	21,839,008	20,517,322	21,720,736	21,888,029	20,461,632	21,422,651	22,698,220	24,245,772	24,614,822
Depreciation	511,521	651,343	715,867	937,139	917,002	1,753,960	2,387,889	2,908,165	3,549,062	4,119,852
Salaries and benefits	-	-	143,364	964,311	1,327,913	1,631,669	1,973,470	1,881,194	2,099,316	2,420,797
Fuel	567,028	704,196	953,177	1,355,476	1,291,857	1,619,444	1,818,940	2,161,545	2,521,502	2,112,076
Professional services	368,026	354,714	351,732	486,242	554,304	1,003,065	1,177,446	1,440,732	1,340,332	1,352,263
General and administrative	262,693	285,601	188,549	165,775	129,360	179,181	199,985	244,554	223,930	314,814
Utilities	30,326	30,703	43,021	73,940	91,016	106,949	116,578	98,832	64,639	149,744
Marketing	91,248	121,743	72,424	136,455	114,660	127,154	114,823	150,501	116,677	126,142
Leases and rentals	523,283	539,051	155,728	100,975	92,236	94,469	96,668	47,873	126,723	137,817
Other services	10,638	26,626	70,615	66,750	66,654	61,792	51,035	26,214	50,069	48,090
Casualty and liability costs	15,491	17,819	25,433	25,738	29,444	29,580	18,083	31,526	31,798	48,404
Maintenance costs	33,979	72,752	734	53,439	89,988	15,961	10,448	19,195	5,575	14,578
Capital costs	58,140	2,250	197,002	383,848	330,949	109,393	9,085	98,034	17,893	(3,557)
Contract labor[2]	1,013,098	1,358,638	1,324,074	469,169	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	24,311,503	26,004,444	24,759,042	26,939,993	26,923,412	27,194,249	29,397,101	31,806,585	34,393,288	35,455,842
OPERATING LOSS	$ (18,412,089)	$ (20,150,436)	$ (19,304,191)	$ (21,282,074)	$ (21,303,799)	$ (21,198,068)	$ (23,689,338)	$ (25,995,217)	$ (28,830,474)	$ (30,635,655)

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
FINANCIAL TRENDS
STATEMENTS OF ACTIVITIES AND CHANGES IN NET POSITION (Continued)
LAST TEN FISCAL YEARS

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
NONOPERATING REVENUES (EXPENSES)										
Intergovernmental revenue	$ 14,289,797	$ 15,113,612	$ 16,623,069	$ 18,559,479	$ 19,097,503	$ 19,069,595	$ 20,529,158	$ 22,142,502	$ 24,340,749	$ 25,660,130
Property tax revenue	3,141,177	3,164,121	3,229,758	3,447,835	3,611,357	3,848,219	4,111,657	4,321,194	4,561,268	4,803,083
Advertising[1]	-	-	334,864	344,516	283,443	229,202	245,018	280,788	240,960	237,238
Rental income	-	-	-	-	-	157,712	152,772	158,256	172,018	282,930
Interest income	23,628	6,472	2,575	5,399	9,816	14,044	51,968	118,552	198,695	353,736
Miscellaneous income	-	-	-	-	2,134	-	-	-	-	-
Marin Community Foundation	-	-	-	-	-	-	-	-	-	-
Other revenues/gain (loss) on disposal of capital assets	-	2,844	(21,696)	30,171	-	88,571	1,102	2,093	-	-
Pass through of Measure A to Golden Gate	-	-	-	(85,000)	-	(85,000)	(85,000)	(85,000)	(85,000)	(85,000)
TOTAL NONOPERATING REVENUES (EXPENSES)	17,454,602	18,287,049	20,168,570	22,302,400	23,004,253	23,322,343	25,006,675	26,938,385	29,428,690	31,252,117
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS	(956,487)	(1,863,387)	864,379	1,020,326	1,700,454	2,124,275	1,317,337	943,168	598,216	616,462
CAPITAL CONTRIBUTIONS										
Intergovernmental revenue	240,260	1,627,422	3,200,843	1,962,595	2,374,093	12,250,751	4,038,739	10,979,056	3,126,499	15,495,044
Other revenue	-	-	-	-	-	7,711	32,839	16,018	45,628	51,604
TOTAL CAPITAL CONTRIBUTIONS	240,260	1,627,422	3,200,843	1,962,595	2,374,093	12,258,462	4,071,578	10,995,074	3,172,127	15,546,648
CHANGE IN NET POSITION	(716,227)	(235,965)	4,065,222	2,982,921	4,074,547	14,382,737	5,388,915	11,938,242	3,770,343	16,163,110
Net position at beginning of year	10,341,876	9,625,649	9,389,684	13,454,906	16,437,827	20,512,374	34,895,111	40,284,026	52,222,268	55,992,611
Prior period adjustment	-	-	-	-	-	-	-	-	-	-
Net position at beginning of year, as restated	10,341,876	9,625,649	9,389,684	13,454,906	16,437,827	20,512,374	34,895,111	40,284,026	52,222,268	55,992,611
NET POSITION AT END OF YEAR	$ 9,625,649	$ 9,389,684	$ 13,454,906	$ 16,437,827	$ 20,512,374	$ 34,895,111	$ 40,284,026	$ 52,222,268	$ 55,992,611	$ 72,155,721

[1] Advertising revenue re-classified from Operating to Nonoperating Revenue beginning FY13.

[2] Labeled "Staff Compensation" from FY09 to FY12.

Source: MCTD Audited Financial Statements

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
REVENUE CAPACITY
PASSENGER AND FARE DATA
LAST TEN FISCAL YEARS

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Fare revenue[1, 3]	$ 3,640,913	$ 3,610,175	$ 3,720,004	$ 3,751,205	$ 3,669,514	$ 3,837,385	$ 3,797,533	$ 4,044,536	$ 4,024,376	$ 3,233,297
Passengers[2]	3,382,802	3,426,845	3,432,469	3,546,112	3,464,628	3,332,265	3,216,894	3,293,385	3,263,451	2,643,771
Average fare per passenger	$ 1.08	$ 1.05	$ 1.08	$ 1.06	$ 1.06	$ 1.15	$ 1.18	$ 1.23	$ 1.23	$ 1.22

[1] *Source: MCTD Audited Financial Statements. Includes Fares and Special Fares*

[2] *Sources: MCTD Short Range Transit Plans, Monthly Monitoring & Performance Statistic Reports*

[3] *Includes National Park fare payments in 2018.*

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
REVENUE CAPACITY
FARE STRUCTURE
AS OF JUNE 30, 2020

Category	Cash Price	Clipper	6 Month Pass [1]	1-Day Pass	31-Day Pass
Adult	$2.00	$1.80	-	$5.00	$40.00
Youth (5-18)	$1.00	$1.00	$175.00 [1]	$2.50	$40.00
Children Under 5		Free when accompanied by an adult			
Seniors (65+)	$1.00	$1.00	-	$2.50	$20.00
Persons with Disabilities	$1.00	$1.00	-	$2.50	$20.00
ADA Mandated Service[2]	$3.00	-	-	-	-
ADA Non-Mandated Service[3]	$3.00	-	-	-	-

[1] Free to low income youth. $325 for a year.
[2] ADA Regulations permit fares for ADA Mandated trips to be as high as $4.00.
[3] ADA Regulations set no maximum for Non-Mandated ADA trips.

Muir Woods Fare Category[1]	Current Fare
Adult	$3.25
Youth (16-18)	$3.25
Youth (under 16)	Free
Senior/Disabled (without NPS Pass)	$3.25
Senior/Disabled and up to three party members (with NPS Pass)	Free

[1] National Park Service (NPS) pays additional $1.75 per passenger

Source: MCTD 2018-2027 Short Range Transit Plan

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
REVENUE CAPACITY
COUNTY SALES TAX REVENUE
LAST TEN FISCAL YEARS

	2011	2012	2013	2014	2015	2016	2017	2018[2]	2019[2]	2020[2]
Local Measure A half cent sales tax revenue	$ 20,259,801	$ 21,265,462	$ 23,619,507	$ 24,086,678	$ 25,265,790	$ 25,702,937	$ 25,755,761	$ 27,507,852	$ 28,976,081	$ 27,345,662
Annual growth	6.7%	5.0%	11.1%	2.0%	4.9%	1.7%	0.2%	6.8%	5.3%	-5.6%
Sales tax revenue available to Marin Transit[1]	$ 10,043,678	$ 10,614,815	$ 11,944,532	$ 12,208,421	$ 12,874,175	$ 13,117,917	$ 13,144,538	$ 13,215,609	$ 14,120,950	$ 12,139,903
Percent of Measure A revenue	50%	50%	51%	51%	51%	51%	51%	50%	49%	44%
Annual growth	14.6%	5.7%	12.5%	2.2%	5.5%	1.9%	0.2%	0.5%	6.9%	-14.0%
Sales tax reserve funds	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,200,000	$ -	$ -

[1] 55% of Sales Tax Receipts after administrative reductions

[2] Preliminary numbers

Source: Transportation Authority of Marin (TAM) Annual Financial Report, TAM Measure A Programming Workbook

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
REVENUE CAPACITY
PROPERTY TAX REVENUE
LAST TEN FISCAL YEARS

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Property tax and development fee revenue	$ 3,141,177	$ 3,164,121	$ 3,229,758	$ 3,447,835	$ 3,611,357	$ 3,855,930	$ 4,144,496	$ 4,337,212	$ 4,606,896	$ 4,810,992
Expended on operations	3,141,177	3,164,121	3,229,758	3,447,835	3,611,357	3,848,219	4,111,657	4,321,194	4,561,268	4,810,092
Expended on capital	-	-	-	-	-	1,556,521	32,839	16,018	45,628	-
Annual growth	-3.6%	0.7%	2.1%	6.8%	4.7%	6.8%	7.5%	4.6%	6.2%	4.4%

Source: MCTD Audited Financial Statements, Budgetary Comparison Schedule

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
REVENUE CAPACITY
ASSESSED VALUATION OF TAXABLE PROPERTY IN MARIN COUNTY
LAST TEN FISCAL YEARS (IN THOUSANDS)

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Secured [1]	$ 55,762,678	$ 56,212,206	$ 56,725,179	$ 58,938,343	$ 62,341,701	$ 66,718,112	$ 70,952,207	$ 74,715,394	$ 78,744,004	*
Unsecured [2]	1,467,396	1,462,190	1,470,366	1,480,668	1,530,991	1,556,521	1,566,336	1,610,799	1,790,104	*
Exempt [3]	1,850,867	1,906,079	1,958,091	2,013,902	2,037,580	2,067,204	2,079,024	2,157,806	2,336,693	*
Total Taxable Assessed Value	$ 55,379,207	$ 55,768,317	$ 56,237,454	$ 58,405,109	$ 61,835,112	$ 66,207,429	$ 70,439,519	$ 74,168,387	$ 74,168,387	$ -
Total Direct Tax Rate	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	100.00%	*
Growth Rate	-1.3%	0.7%	0.8%	3.9%	5.9%	7.1%	6.4%	5.3%	5.5%	*

[1] Secured property is generally real property, defined as land, mines, minerals, timber, and improvements such as buildings, structures, crops, trees, and vines.

[2] Unsecured property is generally personal property including machinery, equipment, office tools, and supplies.

[3] Exempt properties include numerous full and partial exclusions/exemptions provided by the State Constitution and the legislature that relieve certain tax payers from the burden of paying property taxes.

* Unavailable

Source: Department of Finance – County of Marin, California

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
REVENUE CAPACITY
DIRECT AND OVERLAPPING PROPERTY TAX RATES [1] IN MARIN COUNTY
LAST TEN FISCAL YEARS (RATE PER $100 OF ASSESSED VALUE)

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
County Direct Rate	1.0000%	1.0000%	1.0000%	1.0000%	1.0000%	1.0000%	1.0000%	1.0000%	1.0000%	*
Local Special Districts	0.7677%	0.8093%	0.7721%	0.2876%	0.8156%	0.8200%	0.9221%	0.9041%	1.1128%	*
Schools	0.7423%	0.7808%	0.7884%	0.7775%	0.8000%	0.8114%	0.8506%	0.8381%	0.9108%	*
Cities	0.2860%	0.2523%	0.2522%	0.2601%	0.2519%	0.2510%	0.2394%	0.2353%	0.2357%	*
Total Direct and Overlapping [2]	2.7960%	2.8424%	2.8127%	2.3252%	2.8675%	2.8824%	3.0121%	2.9775%	3.2593%	0.0000%

[1] On June 6, 1978, California voters approved a constitutional amendment to Article XIIIA of the California Constitution, commonly known as Proposition 13, which limits the taxing power of California public agencies. Legislation enacted by the California Legislature to implement Article XIIIA (Statutes of 1978, Chapter 292, as amended) provides that, notwithstanding any other law, local agencies may not levy property tax except to pay debt service on indebtedness approved by votes prior to July 1, 1978, and that each County will levy the maximum tax permitted by Article XIIIA of $1 per $100 of full cash value. Full cash value is equivalent to assessed value, pursuant to Senate Bill 1656, Statutes of 1978. The rates shown above are percentages of assessed value.

[2] These rates represent the maximum rate charged to taxpayers if all rates applied to them. In reality, the rates applicable to tax rate areas will vary at amounts lower than these totals.

* Unavailable

Source: Department of Finance – County of Marin, California

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
DEBT CAPACITY
OUTSTANDING DEBT BALANCES
LAST TEN FISCAL YEARS

Lender	Original Loan Amount	Date of Loan	Purpose	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
N/A	N/A	N/A	N/A	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Source: MCTD Audited Financial Statements

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
ECONOMIC AND DEMOGRAPHIC INFORMATION
ECONOMIC AND DEMOGRAPHIC STATISTICS
LAST TEN FISCAL YEARS

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Population[1]	255,457	256,064	258,506	260,516	261,054	260,651	260,955	259,666	*	*
Personal income (in thousands)[1]	$ 23,009,440	$ 24,619,594	$ 25,045,431	$ 27,176,774	$ 29,227,230	$ 30,222,883	$ 32,502,500	$ 34,866,708	*	*
Per capita personal income[1]	$ 90,072	$ 96,146	$ 96,885	$ 104,319	$ 111,959	$ 1,556,521	$ 124,552	$ 134,275	*	*
School enrollment[2]	30,574	31,107	31,868	32,793	33,207	33,638	33,633	33,741	33,441	33,516
Unemployment rate[3]	7.50%	6.60%	5.50%	4.30%	3.60%	3.40%	3.00%	2.60%	2.40%	10.10%

* Unavailable

Sources:

[1] US Department of Commerce, Bureau of Economic Analysis – www.bea.gov
[2] California Department of Education, Educational Demographics Office – www.ed-data.org/county/Marin
[3] Employment Development Department, Labor Market Information – www. labormarketinfo.edd.ca.gov

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
ECONOMIC AND DEMOGRAPHIC INFORMATION
PRINCIPAL EMPLOYERS
CURRENT YEAR AND NINE YEARS AGO

2020			2011		
Employer	Employees	Percentage of Total County Employment	Employer	Employees	Percentage of Total County Employment
County of Marin	2,317	1.68%	County of Marin	2,223	1.84%
Kaiser Permanente Medical Center	2,014	1.46%	San Quentin State Prison	1,813	1.50%
BioMarin Pharmaceutical	1,765	1.28%	Kaiser Permanente Medical Center	1,331	1.10%
San Quentin Prison	1,614	1.17%	Fireman's Fund Insurance Co.	1,028	0.85%
Marin General Hospital	1,279	0.93%	Autodesk, Inc	975	0.81%
Glassdorr Inc	875	0.64%	Marin General Hospital	947	0.78%
San Rafael City Schools	865	0.63%	Novato Unified School District	683	0.56%
Novato Unified School District	800	0.58%	Safeway, Inc.	632	0.52%
Marin County Office of Education	656	0.48%	Macy's	619	0.51%
Dominican University of California	421	0.31%	BioMarin	452	0.37%
Total	12,606	9.15%		10,703	8.85%
Total County Employment	137,700			121,000	

Note: When information is not available, periods that are available are provided as an alternative.

Sources:

Community Profile, County of Marin
Employment Development Department, Labor Market Information - www.Labormarketinfo.edd.ca.gov
North Bay Business Journal - Book of Lists 2018

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
OPERATING INFORMATION
DISTRICT PROFILE
AS OF JUNE 30, 2020

Date the District was Formed	1964
Form of Governance	Board of Directors, with General Manager
Total Employees	16
Service Area	All of Marin County
Area of District (in square miles)	Approximately 520
Population of Service Area[1]	259,666
Local Financial Support	Measure A Sales Tax Revenue
Number of Fixed Route Bus Routes	29
Revenue Service Hours	230,194
Average Passenger Trips per Revenue Hour	11.3
Number of Vehicles in Service	122
Bus Stops	600+

[1] As of 2018

Source: MCTD Finance Department, FY 2018 System Performance Report

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
OPERATING INFORMATION
NON-OPERATING INTERGOVERNMENTAL REVENUE BY SOURCE
LAST TEN FISCAL YEARS

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Federal Revenue										
Federal Transit Administration	$ 652,055	$ 741,773	$ 1,070,210	$ 1,375,087	$ 1,317,128	$ 901,433	$ 1,065,347	$ 1,151,839	$ 1,421,148	$ 3,475,476
United States Department of the Interior - National Park Service	133,852	152,465	126,276	159,028	168,665	150,865	89,009	154,736	323,371	370,245
United States Department of the Interior - NPS Fare Reimbursement	-	-	-	-	-	-	-	187,050	406,475	113,828
Total Federal Revenue	785,907	894,238	1,196,486	1,534,115	1,485,793	1,052,298	1,154,356	1,493,625	2,150,994	3,959,549
State Revenue										
Transportation Development Act	3,293,393	3,451,219	3,591,333	4,015,345	4,542,050	4,562,778	4,440,516	4,614,306	5,109,399	5,225,171
State Transit Assistance	1,324,574	1,390,390	1,602,754	1,360,737	1,310,912	1,316,134	1,576,690	1,285,220	1,909,202	2,047,902
Public Transportation Modernization, Improvement, and Service Enhancement Account	-	-	-	-	-	-	-	-	-	-
State Transportation Improvement Program (STIP)	-	-	-	-	-	-	-	-	-	-
Home Owner Property Tax Relief	19,951	19,999	19,661	19,500	19,326	19,138	18,953	18,940	18,779	18,719
Low Carbon Transit Operations Program	-	-	-	-	-	275,413	-	128,676	335,795	-
Caltrans	252	207	232	253	208	283	320	334	284	239
Total State Revenue	4,638,170	4,861,815	5,213,980	5,395,835	5,872,496	6,173,746	6,036,479	6,047,476	7,373,459	7,292,031
Local Revenue										
Measure A	8,865,720	9,063,903	9,671,912	10,849,462	10,860,313	10,998,120	12,542,551	13,541,585	13,739,881	1,953,742
Measure A Interest	-	-	-	85,000	-	85,000	85,000	85,000	85,000	85,000
Measure AA	-	-	-	-	-	-	-	-	-	11,212,364
Measure B	-	276,677	534,025	671,308	863,617	730,335	627,198	974,816	991,415	956,702
Metropolitan Transportation Commission	-	13,334	6,666	-			-	-	-	-
Golden Gate Bridge Highway and Transportation District	-	-	-	-			-	-	-	30,000
County of Marin	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	3,645	-	23,759	15,284	30,096	83,574	-	-	170,742
Total Local Revenue	8,865,720	9,357,559	10,212,603	11,629,529	11,739,214	11,843,551	13,338,323	14,601,401	14,816,296	14,408,550
Total Intergovernmental Revenue	$ 14,289,797	$ 15,113,612	$ 16,623,069	$ 18,559,479	$ 19,097,503	$ 19,069,595	$ 20,529,158	$ 22,142,502	$ 24,340,749	$ 25,660,130

Source: MCTD Audited Financial Statements

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
OPERATING INFORMATION
SUMMARY OF SERVICE PROVIDER CONTRACTS
AS OF JUNE 30, 2020

Contract Type	Services Provided	Contractor	Current Term
Intergovernmental agreement	Local Fixed Route	Golden Gate Bridge Highway and Transportation District	July 1, 2015 — June 30, 2021
Competitively bid	Community Shuttles and Fixed Route Service	Marin Airporter	July 1, 2018 — June 30, 2021
Competitively bid	Rural and Seasonal Services	MV Transportation	July 1, 2018 — June 30, 2021
Competitively bid	Local Paratransit and Novato Dial-A-Ride	Marin Senior Coordinating Council	January 1, 2016 — June 30, 2021
Competitively bid	Travel Navigator	Marin Senior Coordinating Council	July 1, 2016 — June 30, 2021
Competitively bid	Catch-A-Ride	MV Transportation	July 1, 2013 — June 30, 2021
Competitively bid	Volunteer Driver and Travel Navigators	Marin Senior Coordinating Council	July 1, 2018 — June 30, 2021
Competitively bid	Volunteer Driver	West Marin Senior Services	July 1, 2018 — June 30, 2021
Competitively bid	Yellow Bus Service	Michael's Transportation	July 1, 2018 — June 30, 2021

Source: Finance Department

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
OPERATING INFORMATION
SUMMARY OF CAPITAL ASSETS
LAST TEN FISCAL YEARS

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Number of buses owned	50	51	55	58	66	90	95	105	109	122
Cost of assets:										
Land	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,550,836
Work in progress	196,851	515,919	701,902	1,024,112	2,176,497	1,746,405	3,610,173	748,556	1,454,572	206,286
Revenue vehicles	3,292,294	4,600,270	6,987,949	6,758,552	7,597,033	17,466,010	19,108,821	26,957,885	29,173,879	38,400,723
Facilities and stops	-	-	-	1,495,243	1,553,706	2,913,267	70,439,519	8,471,174	8,583,219	9,425,818
Communication and data equipment	631,867	680,264	984,560	1,065,948	1,251,626	1,251,626	1,634,293	1,821,367	1,881,522	1,875,943
Fare revenue collection equipment	193,708	193,708	257,913	266,465	412,356	412,356	459,532	464,862	464,862	434,929
Furniture and fixtures	62,735	62,735	88,351	88,351	88,351	88,351	88,351	88,351	123,907	123,907
Buildings	-	-	-	-	-	-	-	-	-	3,987,865
Non-revenue vehicles	-	-	6,300	6,300	6,300	6,300	6,300	403,044	403,044	396,744
Total cost of assets	4,377,455	6,052,896	9,026,975	10,704,971	13,085,869	23,884,315	95,346,989	38,955,239	42,085,005	56,403,051
Less: accumulated depreciation	2,128,089	2,457,744	2,913,268	3,503,719	4,420,721	4,718,083	7,001,075	9,869,320	13,326,546	16,260,159
Net capital assets	$ 2,249,366	$ 3,595,152	$ 6,113,707	$ 7,201,252	$ 8,665,148	$ 19,166,232	$ 88,345,914	$ 29,085,919	$ 28,758,459	$ 40,142,892

Source: MCTD Audited Financial Statements

MARIN COUNTY TRANSIT DISTRICT
STATISTICAL SECTION
OPERATING INFORMATION
VEHICLE OPERATING STATISTICS
LAST SIX FISCAL YEARS

	2015	2016	2017	2018	2019	2020
Motorbus:						
Vehicles Operated in Annual Maximum Service (VOMS)	69	53	55	54	54	54
Vehicles Available for Annual Maximum Service	85	82	74	71	71	71
Total Actual Vehicle Revenue Miles	2,133,375	2,166,258	2,307,555	2,300,458	2,317,639	2,272,524
Total Actual Vehicle Revenue Hours	152,799	156,803	178,049	180,238	180,036	175,859
Unlinked Passenger Trips	3,252,116	3,031,450	2,926	3,001,619	2,978,991	2,423,027
Passenger Miles Traveled (PMT)	13,209,269	12,312,979	11,970,345	12,281,711	12,189,124	9,914,289
Days Operated	365	366	365	365	365	366
Demand Response:						
Vehicles Operated in Annual Maximum Service (VOMS)	38	27	26	31	33	31
Vehicles Available for Annual Maximum Service	39	34	46	39	42	39
Total Actual Vehicle Revenue Miles	927,058	688,072	617,199	704,224	753,794	599,879
Total Actual Vehicle Revenue Hours	60,417	44,764	42,806	47,569	55,083	42,439
Unlinked Passenger Trips	137,131	98,483	93,410	98,068	108,076	86,049
ADA Unlinked Passenger Trips (UPT)	132,138	98,236	93,174	97,832	106,918	85,409
Passenger Miles Traveled (PMT)	1,039,975	811,798	757,048	772,059	717,078	592,626
Days Operated	365	366	365	365	365	366

Note: Fiscal year 2015 was the first year the District reported its own information to the National Transit Database (NTD). Information will be added prospectively until ten years is available.

Source: National Transit Database Reports

OTHER REPORTS

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BROWN ARMSTRONG
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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
Marin County Transit District
San Rafael, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Marin County Transit District (the District), a component unit of the County of Marin, California, as of and for the fiscal year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated November 20, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

REGISTERED with the Public Company Accounting Oversight Board and MEMBER of the American Institute of Certified Public Accountants

Compliance

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of the District's internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. Accordingly, this report is not suitable for any other purpose.

The report is intended for the information of management, the Board of Directors, the State Controller's Office, the U.S. Department of Transportation, and officials of applicable grantor agencies. However, this report is a matter of public record and its distribution is not limited.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 20, 2020

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BROWN ARMSTRONG
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON STATE COMPLIANCE

To the Board of Directors
Marin County Transit District
San Rafael, California

Report on Compliance with Transportation Development Act Requirements

We have audited the Marin County Transit District's (the District), a component unit of the County of Marin, California, compliance with Transportation Development Act (TDA) requirements that funds allocated to and received by the District were expended in conformance with applicable statutes, rules, and regulations of the TDA and the allocation instructions and resolutions of the Metropolitan Transportation Commission as required by Section 6667 of Title 21, Division 3, Chapter 2, Article 5.5 of the California Code of Regulations during the fiscal year ended June 30, 2020.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to the applicable statutes, rules, and regulations of the TDA.

Auditor's Responsibility

Our responsibility is to express an opinion on each of the District's compliance requirements referred to in Section 6667, which requires that, for a transit claimant, the independent auditor will perform at least the following tasks:

(a) Determine whether the claimant was an entity eligible to receive the funds allocated to it;
(b) Determine whether the claimant is maintaining its accounts and records on an enterprise fund basis and is otherwise in compliance with the uniform system of accounts and records adopted by the State Controller, pursuant to Public Utilities Code Section 99234;
(c) Determine whether the funds received by the claimant pursuant to the TDA were expended in conformance with those sections of the TDA specifying the qualifying purposes, including Public Utilities Code Sections 99262 and 99263 for operators receiving funds under Article 4; Sections 99275, 99275.5, and 99277 for Article 4.5 claimants; Section 99400(c), (d), and (e) for Article 8 claimants for service provided under contract; and Section 99405(d) for transportation services provided by cities and counties with populations of less than 5,000;
(d) Determine whether the funds received by the claimants pursuant to the TDA were expended in conformance with the applicable rules, regulations, and procedures of the transportation planning agency and in compliance with the allocation instructions and resolutions;
(e) Determine whether interest earned on funds received by the claimant, pursuant to the TDA, were expended only for those purposes for which the funds were allocated in accordance with Public Utilities Code Sections 99234.1, 99301, 99301.5, and 99301.6;

(f) Verify the amount of the claimant's operating cost for the fiscal year, the amount of fare revenues required to meet the ratios specified in Sections 6633.2 and 6633.5, and the amount of the sum of fare revenues and local support required to meet the ratios specified in the Section 6633.2;
(g) Verify the amount of the claimant's actual fare revenues for the fiscal year;
(h) Verify the amount of the claimant's actual local support for the fiscal year;
(i) Verify the amount the claimant was eligible to receive under the TDA during the fiscal year in accordance with Sections 6634 and 6649;
(j) Verify, if applicable, the amount of the operator's expenditure limitation in accordance with Section 6633.1;
(k) In the case of an operator, determine whether the operator's employee retirement system or private pension plan is in conformance with the provisions of Public Utilities Code Sections 99271, 99272, and 99273;
(l) In the case of an operator, determine whether the operator has had a certification by the Department of the California Highway Patrol verifying that the operator is in compliance with Section 1808.1 of the Vehicle Code, as required in Public Utilities Code Section 99251;
(m) In the case of an operator, verify, if applicable, its State Transit Assistance eligibility pursuant to Public Utilities Code Section 99314.6 or 99314.7; and
(n) In the case of a claimant for community transit services, determine whether it is in compliance with Public Utilities Code Sections 99155 and 99155.5.

Compliance with the requirements referred to above is the responsibility of the District's management. Our responsibility is to express an opinion on the District's compliance based on our audit.

Report on Public Transportation Modernization, Improvement, and Service Enhancement Account

Also, as part of our audit, we performed tests of compliance to determine whether certain state funds were received and expended in accordance with the applicable bond act and state accounting requirements.

In November 2006, California voters passed a bond measure enacting the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Proposition 1B). Of the $19.925 billion of state general obligation bonds authorized, $4 billion was set aside by the State as instructed by the statute as the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA).

Additionally, Section 8879.23 (h) directs that $1 billion dollars be deposited in the Transit System Safety, Security, and Disaster Response Account. This section further directs that $100 million dollars be made available upon appropriation by the legislature to entities for eligible transit system safety, security, and disaster response projects (Office of Homeland Security (OHS)). These funds are available to the California Department of Transportation for intercity rail projects and to transit operations in California for rehabilitation, safety, or modernization improvements; capital service enhancements or expansions; new capital projects; bus rapid transit improvements; or for rolling stock procurement, rehabilitation, or replacement.

As of June 30, 2020, all Proposition 1B funds received and expended were verified in the course of our audit as follows:

	Proposition 1B Grant Fund		
	PTMISEA	LCTOP	Total
Unexpended proceeds - July 1, 2019	$ 22,998	$ -	$ 22,998
Proceeds received	-	500,806	500,806
Interest earned	-	10,343	10,343
Expenditures			
Local bus stop revitalization	22,998	-	22,998
Bus stop improvements	-	-	-
Unexpended proceeds - June 30, 2020	$ -	$ 511,149	$ 511,149

Opinion on Compliance

In our opinion, the District complied, in all material respects, with the compliance requirements referred to above that are applicable to the District for the fiscal year ended June 30, 2020.

Purpose of this Report

The purpose of this report on compliance is solely to describe the scope of our testing of compliance and the results of that testing. Accordingly, this report is not suitable for any other purpose.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 20, 2020

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors
Marin County Transit District
San Rafael, California

Report on Compliance for Each Major Federal Program

We have audited the Marin County Transit District's (the District), a component unit of the County of Marin, California, compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for year ended June 30, 2020. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations,* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion on Each Major Federal Program

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the fiscal year ended June 30, 2020.

REGISTERED with the Public Company Accounting Oversight Board and MEMBER of the American Institute of Certified Public Accountants

Report on Internal Control Over Compliance

Management of the District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Purpose of Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 20, 2020

MARIN COUNTY TRANSIT DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

A. SUMMARY OF AUDITOR'S RESULTS

Financial Statements

1. Type of auditor's report issued	Unmodified
2. Internal controls over financial reporting:	No
a. Material weakness identified	No
b. Significant deficiencies identified not to be considered material weaknesses?	No
3. Noncompliance material to financial statements under *Government Auditing Standards* noted?	No

Federal Awards

1. Internal control over major programs:	
a. Material weaknesses identified?	No
b. Significant deficiencies identified not to be considered material weaknesses?	No
2. Type of auditor's report issued on compliance for major programs:	Unmodified
3. Any audit findings disclosed that were are required to be reported in accordance with the Uniform Guidance?	No

4. Identification of major programs:

CFDA Number	Name of Federal Program
20.500, 20.507, and 20.526	U.S. Department of Transportation, Federal Transit Administration Federal Transit Cluster: Federal Transit Capital Investment Grants, 20.500; Federal Transit Formula Grants, 20.507; Bus and Bus Facilities Formula and Discretionary Program, 20.526

5. Dollar threshold used to distinguish between Type A and Type B Programs?	$750,000
6. Auditee qualified as a low-risk auditee under 2 CFR Section 200.516(a)?	Yes

MARIN COUNTY TRANSIT DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

B. CURRENT YEAR FINDINGS – FINANCIAL STATEMENTS

None.

C. CURRENT YEAR FINDINGS AND QUESTIONED COSTS – FEDERAL AWARDS PROGRAMS

None.

D. PRIOR YEAR FINDINGS – FINANCIAL STATEMENTS

None

E. PRIOR YEAR FINDINGS AND QUESTIONED COSTS – FEDERAL AWARD PROGRAMS

None.

MARIN COUNTY TRANSIT DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

Federal Grantor/Pass-Through Grantor, if Applicable/ Program Title/Grant or Pass-Through Number	Federal CFDA Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Expenditures
U.S. Department of the Interior, National Park Service				
National Park Service Conservation, Protection, Outreach, and Education - Direct Program				
(Muirr Woods Shuttle)	15.954	P18AC00483	$ -	$ 484,073
Total U.S. Department of the Interior Direct Programs			-	484,073
U.S. Department of Transportation, Federal Transit Administration				
Federal Transit Cluster - 20.507 and 20.526				
Federal Transit Formula Grants - Direct Program				
(5307 - Equipment)	20.507	CA-2016-055	-	121,933
(5307 - Emergency Radio System)	20.507	CA-2016-055	-	101,157
(5307 - Electric Vehicles)	20.507	CA-2016-055	-	615,280
(5307 - Replace 4 Rural Cutaway)	20.507	CA-2018-091	-	3,699
(5307 - ADA Set Aside)	20.507	CA-2019-073	-	687,028
(5307 - Replace 7 Arctics with 11 Hybrids)	20.507	CA-2019-073	-	7,216,000
(5307 - Real Time Sings)	20.507	CA-2019-073	-	23,146
(5307 - Purchase 2 XHF Replacements)	20.507	CA-2020-148	-	2,162
(5307 - Purchase 9 Shuttle Vehicles)	20.507	CA-2020-148	-	4,900
(5307 - CARES Act)	20.507	CA-2020-094-01	-	1,816,351
Total Federal Transit Formula Grants			-	10,591,656
Bus and Bus Facilities Formula Program - Direct Program				
(5339 - Facility ROW and Improvements)	20.526	CA-2017-063-00	-	4,296,746
Total Federal Transit Cluster - 20.507, and 20.526			-	14,888,402
Formula Grants for Rural Areas - Direct Program				
(5311 - Stagecoach Rural Op)	20.509	CA-2020-015	-	231,638
Passed-Through California State Transportation Agency, Department of Transportation				
Formula Grants for Rural Areas				
(5311 - CARES Act)	20.509	64VO20-01057	-	239,772
Enhanced Mobility of Seniors and Individuals with Disabilities				
(5310 - On Demand Pilot)	20.513	64AO18-00785	-	350,000
(5310 - Mobility Management/Travel Navigators)	20.513	64AM18-00756	-	150,687
Total Enhanced Mobility of Seniors and Individuals with Disabilities			-	500,687
Total Passed-Through California State Transportation Agency, Department of Transportation			-	740,459

The accompanying notes to the schedule of expenditures of federal awards are an integral part of this schedule.

MARIN COUNTY TRANSIT DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (Continued)
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

Federal Grantor/Pass-Through Grantor, if Applicable/ Program Title/Grant or Pass-Through Number	Federal CFDA Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Expenditures
Passed-Through the Metropolitan Transportation Commission				
Job Access Reverse Commute Program				
(Mobility Management Technology)	20.516	CA-37-X164-00	-	28,558
Paul S. Sarbanes Transit in the Parks - Direct Program				
(Muir Woods Infrastructure)	20.520	CA-20-X013-00	-	193
(Muir Woods Vehicles)	20.520	CA-20-X013-00	-	2,677
Total Enhanced Mobility of Seniors and Individuals with Disabilities			-	2,870
Total U.S. Department of Transportation, Federal Transit Administration			-	15,891,927
TOTAL FEDERAL AWARDS			$ -	$ 16,376,000

The accompanying notes to the schedule of expenditures of federal awards are an integral part of this schedule.

MARIN COUNTY TRANSIT DISTRICT
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

NOTE 1 – BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of the Marin County Transit District (the District) under programs of the federal government for the fiscal year ended June 30, 2020. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the District's operations, it is not intended to, and does not, present the financial position, changes in net position, or cash flows of the District.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenses reported on the Schedule are reported on the accrual basis of accounting. Such expenses are recognized following the cost principles contained in the Uniform Guidance and/or U.S. Office of Management and Budget (OMB) Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*, wherein certain types of expenses are not allowable or are limited as to reimbursement.

NOTE 3 – INDIRECT COST ALLOCATION PLAN

The District has an indirect cost allocation plan (ICAP) approved by the United States Department of Transportation, Federal Transit Administration (FTA) that is charged to programs where allowed under the related agreements. The ICAP during the fiscal year ended June 30, 2020, included an ICAP rate of 26.89% and a fringe benefit rate of 58.24% of total direct salaries and wages.

The District has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

NOTE 4 – SUBRECIPIENTS

There were no subrecipients of the District's programs during the fiscal year ended June 30, 2020.

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BROWN ARMSTRONG
Certified Public Accountants

To the Board of Directors
Marin County Transit District
San Rafael, California

We have audited the financial statements of Marin County Transit District (the District) for the year ended June 30, 2020. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards,* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 24, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices
Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. The District implemented Governmental Accounting Standards Board (GASB) Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance,* during the fiscal year 2020. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the District's financial statements was:

> Management's estimate of the useful lives of capital assets for purpose of calculating annual depreciation expense. Estimated useful lives range from two to thirty years. We evaluated the key factors and assumptions used to develop the estimate of the useful lives of assets in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

> The disclosure of capital assets in Note 1 to the financial statements as described above.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit
We encountered no significant difficulties in dealing with management in performing and completing our audit.

REGISTERED with the Public Company Accounting Oversight Board and MEMBER of the American Institute of Certified Public Accountants

Corrected and Uncorrected Misstatements
Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. No such misstatements occurred during the course of our audit.

Disagreements with Management
For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations
We have requested certain representations from management that are included in the management representation letter dated November 20, 2020.

Management Consultations with Other Independent Accountants
In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to Management's Discussion and Analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Schedule of Expenditures of Federal Awards, Statement of Fiduciary Net Position – Retirement Plan, Statement of Changes in Fiduciary Net Position – Retirement Plan, Budgetary Comparison Schedule – Operations, Budgetary Comparison Schedule – Capital Program, Budgetary Comparison Schedule – Facility, and Budgetary Comparison Schedule – Reconciliation to Statement of Activities and Changes in Net Position, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and statistical sections, which accompany the basic financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the information and use of the Board of Directors and management of Marin County Transit District and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 20, 2020

marin transit

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board of directors

dennis rodoni
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supervisor district 4

kate colin
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city of san rafael

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2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

December 7, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Bus Maintenance and Storage Facility Needs

Dear Board Members:

RECOMMENDATION: Authorize the General Manager to identify and negotiate terms for purchase or lease of potential bus facility sites with the assistance of a real estate broker and legal counsel.

SUMMARY: In June 2015, your Board authorized the General Manager to initiate a search for property to maintain and store buses. The General Manager was authorized to work with a real estate broker to identify properties and make non-binding offers to property owners. After a four-year search and financial assistance from a Federal Transit Administration grant, Marin Transit purchased the site at 600 Rush Landing on January 29, 2020. The 2.5 acre site is currently used to park 21 Marin Transit buses and has a two-story office building used in part for administration of bus service operated from that location by our contractor, MV Transportation.

The Rush Landing site does not have a bus maintenance facility and is not large enough to store Marin Transit's entire fleet. MV Transportation leases a garage in Novato to maintain Marin Transit's vehicles for Stagecoach, supplemental school, and Muir Woods Shuttle operations. MV Transportation's contract with Marin Transit will expire in June 2023 if the District chooses to execute both option years of the contract.

Marin Transit contracts with Marin Airporter to provide fixed route shuttle and local basic service. Marin Airporter owns and leases property for maintaining and storing Marin Transit's buses. If the District chooses to execute both option years of the contract with Marin Airporter, this contract will expire in June 2023.

Marin Transit contracts for paratransit and on-demand services with Vivalon (operating as Whistlestop Wheels). Vivalon operates and maintains vehicles owned by Marin Transit and Golden Gate Transit primarily from facilities it owns and leases in San Rafael. Marin Transit's contract with Vivalon will expire in June 2022 if the District chooses to execute the final option year of the contract.

As the contract expiration dates near, Marin Transit will be better positioned to attract competitive bids for these contracted services if the District provides a maintenance facility and additional vehicle parking. A description of benefits of facility ownership and quantification of the potential longer-term financial savings is provided in *Evaluating Costs and Benefits of a Marin Transit Operations and Maintenance Facility,* a report presented to the Marin Transit Board on August 17, 2017.

We will work with our commercial real estate broker to identify sites that are available or may be available in the near future. Staff will gather information on costs and potential sites and determine whether they are operationally and financially feasible. To get a better understanding of potential costs, this may require Marin Transit to authorize its real estate broker to submit non-binding offers to property owners. In the current real estate market, these non-binding offers need be made in a timely fashion. Thus, we are asking the Board to authorize the General Manager to identify potential bus facility sites and negotiate terms for purchase or lease of appropriate properties working with the real estate broker. The terms will be evaluated by staff and legal counsel. If the lease or purchase meets our objectives, we will return to your Board with recommendations for moving forward.

FISCAL/STAFFING IMPACT: There is no current fiscal impact. Staff will evaluate any future investment in bus maintenance and storage facilities and will return to the Board with the results of the evaluation and recommendations for the Board's consideration.

Respectfully submitted,

Nancy E. Whelan

Nancy Whelan
General Manager

marin transit

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board of directors

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supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

December 7, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Marin Transit Free Fare Promotional Campaign During 2020 Election

Dear Board Members:

RECOMMENDATION: Information Only

SUMMARY:
In October 2020, your Board authorized staff to implement a four-day promotional campaign to provide free fares during the national election. The countywide promotional campaign offered free fares on all fixed route services during the four days of the election from October 31 through November 3, 2020. Demand response services (paratransit, Catch-A-Ride, Dial-A-Ride, and Connect) were exempt from the free fare offerings.

The intent of the fare free campaign was to:
- Offer a free transportation option to the polls.
- Provide voters the opportunity to plan their votes and minimize the risk of capacity constraints due to required physical distancing and potential pass-ups;
- Provide a touchless boarding process without the need to navigate fare payment, and reduce dwell times at bus stops;
- Free fares eliminate a potential barrier for riders and provide an additional incentive for voters to take public transit to polls; and
- Demonstrate the safety and reliability of public transit.

Marin Transit and Marin County elections staff worked closely to develop and deploy a robust, coordinated marketing and outreach campaign. This free fare promotion for an election was a first for Marin Transit, and coordinated marketing efforts were key to its success.

Marin Transit carried 11,787 passengers systemwide over the course of the four-day election days, excluding non-eligible Demand Response services. The Free Fare Campaign did not trigger a spike in ridership between October 31 and November 3, 2020, and systemwide ridership was consistent with the average daily ridership in October and November. Staff attribute this to the small number of Marin County voters who voted in person. Over 92 percent of voters

cast their ballots early either by mail or at designated drop boxes throughout the county. Capacity limits on buses due to the pandemic also resulted in more passenger pass-ups during this period.

FISCAL/STAFFING IMPACT: In proposing the promotional campaign, staff estimated that the promotional campaign would cost the District $25,800. This figure includes the anticipated loss in fare revenue and administrative support. At $26,100, actual costs for the campaign were slightly higher.

This difference was mainly due to the amount of staff time dedicated to coordinating the event and providing on-site operational support. The estimated fare revenue loss is based on actual fare revenue collected during this period last year. Staff calculated fare revenue based on the ridership during the campaign and applied a system-wide average fare per rider to estimate the potential fare revenue loss.

Table 1: 2020 Election Campaign Cost Estimates and Actuals

Item	Estimated Cost	Actual Cost
Fare Revenue Loss	$13,800	$12,000
Staff Time, Consulting Support, Marketing and Direct Costs	$12,000	$14,100
Total	**$25,800**	**$26,100**

Respectfully submitted,

Aida Banihashemi
Planning Manager

Free Transit To Vote Campaign

Summary Report

December 2020

free marin transit to VOTE

Oct 31 - Nov 3, 2020

Free Transit to Vote Campaign
Marketing and Outreach Summary Report
December 2020

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Background

The COVID-19 pandemic presented extraordinary challenges for state and local elections offices and government officials made changes to ensure options for every eligible voter to vote safely. The County of Marin Elections Department reduced the number of polling places in Marin County into 29 polling places that were open three days before Election Day and on the Election Day.

In October 2020, Marin Transit's Board of Directors authorized the District to offer free fares during the four days of the election. County-wide fare free transit began when polling places opened on Saturday, October 31 and extended through Election Day on Tuesday, November 3. Staff estimated the total cost of the promotional campaign at $26,100. This amount included the cost of operations, fuel, fare revenue loss, consulting support, and staff time.

The free fare promotion went into effect on all Marin Transit local routes, supplemental routes, and the West Marin Stagecoach. Demand responses services including paratransit, Catch-A-Ride, and Connect were exempt from the four-day free fare campaign. A touchless boarding process was implemented during the campaign to minimize interaction between riders and drivers and reduce boarding times at bus stops.

All COVID-19 service and safety procedures were followed during the campaign, including the requirement for all passengers to wear a face covering while on board, enhanced cleaning protocols, and limitations to the number of passengers onboard at any given time to allow for physical distancing.

, Marin Transit and Marin County Department of Elections worked together to ensure residents and riders to implement a comprehensive, coordinated marketing and outreach program that began shortly after Marin Transit's Board of Directors approved the campaign on October 5, 2020.

This report provides an overview of campaign goals and the marketing and outreach efforts. It concludes with a summary of ridership and financial performance results.

Key Audience and Goals

The 2019 Marin County Fair free fare campaign provided a foundation to implement the Free Transit to Vote campaign in 2020. Due to the successful of that campaign, staff recommended that the Board consider for free fare promotions including Election Day. Staff originally proposed a one-day Election Day free fare campaign and requested that the Board expand the number of days to offer free transit to vote during the additional days that polling places were open.

The purpose of the system-wide free fare campaign for the 2020 General Election was to:

- Encourage Marin County residents to exercise their right to vote;
- Remove a potential barrier to voting due to access to transportation to reach polling places;
- Demonstrate the safety and reliability of public transit; and
- Promote voter awareness and education by including information about how to find polling places.

Marin Transit staff identified County and community partners in raising awareness about the free fare campaign with their primary audiences. These target groups include:

- Marin County Department of Elections to include free transit details as part of voter information;
- Elected officials to promote ways to safely cast votes without politicizing the free fares campaign; and
- Community-based organizations such as the Canal Alliance to include free transit information as part of their voter outreach.

Staff designed a targeted marketing campaign to:

- Raise awareness about the free transit service during the four days that polling places were open;
- Promote public safety with touchless boarding; and
- Demonstrate Marin Transit's commitment to working creatively with County partners such as the Department of Elections to continue to serve the needs of County residents during the period of COVID-19 restrictions.

Marketing and Outreach Efforts

Promotion for the Free Transit to Vote campaign relied on a digital marketing outreach, including a robust social media calendar and eblast campaign, and local media press release. This approach enabled Marin Transit and Department of Elections staff to work quickly to develop and distribute content for County and community partners to post and share to magnify the reach of the campaign.

This section provides a detailed list of the Free Transit to Vote marketing and promotional activities conducted by Marin Transit. Copies of specific marketing materials are included in the Appendix to this report.

Graphic Identity: Staff created a specialty logo for use throughout the campaign (Exhibit A). Staff adapted this graphic identity to different formats to ensure uniformity across multiple marketing materials.

Campaign Poster: Building on the campaign logo, staff developed a poster (Exhibit B) with additional information in English and Spanish for the social media campaign. A printed version of the poster was also placed at main transfer hubs, including San Rafael Transit Center, San

Anselmo Hub, Redwood and Grant, and Marin City. In past campaigns, staff placed posters as in-vehicle bus cards. Due to current low ridership, this campaign focused on digital outreach and marketing.

Vehicle Head Sign: All Marin Transit buses displayed exterior head-sign messages that read "Free Rides to the Polls" from October 30 to November 2.

Press Release: Staff distributed a press release (Exhibit C, D) to 82 major news and neighborhood outlets, including print, in-language, online, radio, and television outlets, highlighting the Marin Transit Board's approval of the free service. It was issued on October 26, 2020 along with a Spanish version.

Print, Television, Radio and Digital News Articles: Information on the free fare promotion was featured in the Marin Independent Journal (Exhibit E), KRON4 (Exhibit F), CBS San Francisco video (Exhibit G) and CBS San Francisco article (Exhibit H), Streetsblog SF (Exhibit I), KCBS Radio (Exhibit J), and KZSU News Podcast (Exhibit K).

Marin Transit Website: Staff created a dedicated webpage, marintransit.org/2020election, that included general information, links to the County's website, reminders regarding the transit vehicle capacity constraints, and a Trip Planner tool. Staff posted a news item on the Marin Transit website on October 5 (Exhibit L). A banner promoting the free fares was also added to the homepage for riders to directly navigate to the campaign's webpage.

E-blast Campaign: Staff sent dedicated e-blast notifications to all Marin Transit listservs, reaching over 700 recipients. To announce the campaign, the first e-blast in the two-part series (Exhibit M) was sent October 27, 2020 with a follow-up reminder on October 30, the day before the start of free transit service. Copy included pre-drafted social media for recipients to copy/paste into their accounts.

Transit to Vote Selfie Contest: To further expand the reach, staff initiated a TransitToVote selfie contest to offer riders a chance to win free 31-Day Passes. Entry required voters to include a selfie with the "I voted" sticker, a bus and tag @MarinTransit (Exhibit P). Selfies were to be posted between October 31 and November 3, 2020. The contest information was posted on Marin Transit's website and shared via social media, e-blasts, and community partners.

Social Media: Marin Transit updated its Facebook and Twitter with the campaign graphics, including the logo, poster, and in-language Spanish posts (Exhibit N). Facebook (15 posts, including re-posts, October 26 to November 3) had a combined a reach of 1,824 and engagement of 139. Twitter (19 posts, including retweets, October 26 to November 3) had a combined 11,200 impressions. Social media focused on only organic posts without paid social media ads. A sample of prominent posts from County and community partners (Exhibit O) included Department of Elections, County of Marin, Canal Alliance, and Marin County Supervisors' October e-Newsletters.

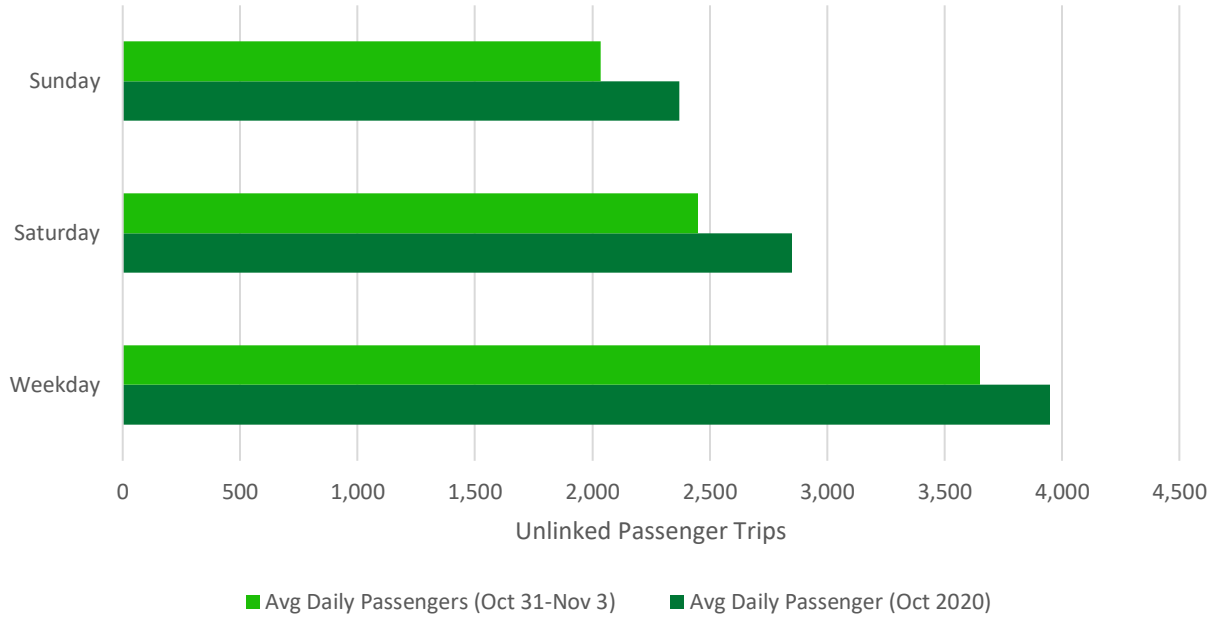
County of Marin Department of Elections: The Marin County Elections Department promoted the Free Transit to Vote campaign on their main homepage with a link to the campaign's webpage. The County shared an e-blast on free fare days with its listserv of Cities, County officials, and community organizations. The e-blast included pre-drafted social media posts for recipients to copy/paste into their accounts.

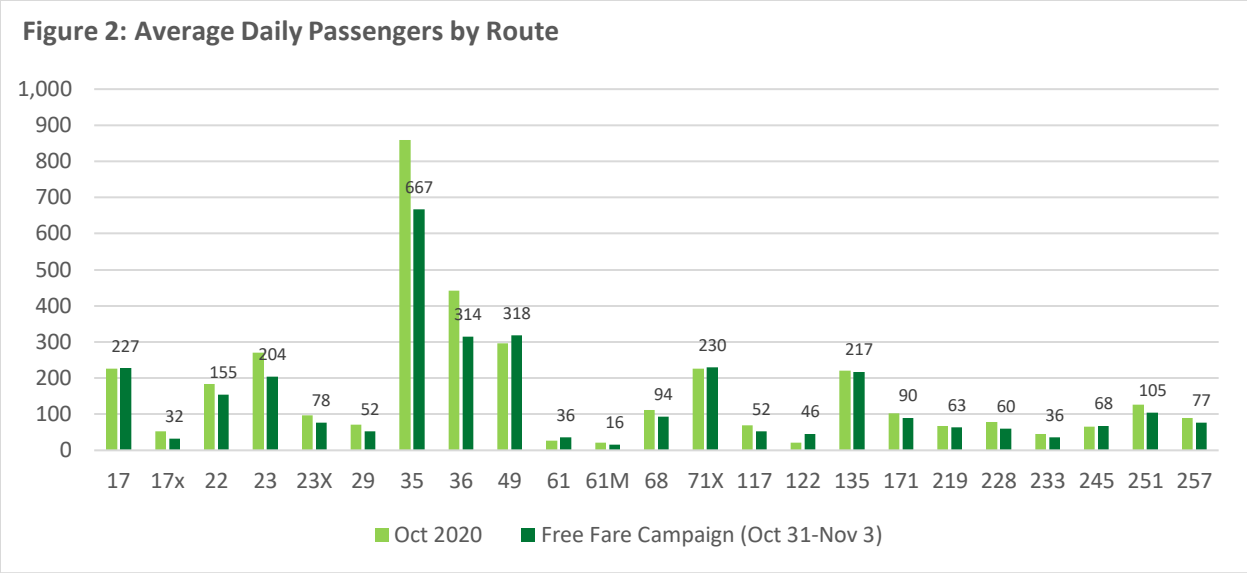
Results

Marin Transit carried 11,787 passengers systemwide over the course of the four election days, excluding non-eligible Demand Response services.

The Free Fare Campaign did not trigger any spike in ridership between October 31 and November 3, 2020 as the systemwide ridership remained consistent with the average daily ridership in October and November. See Figures 1 and 2.

Figure 1:Average Daily Passengers by Day Type





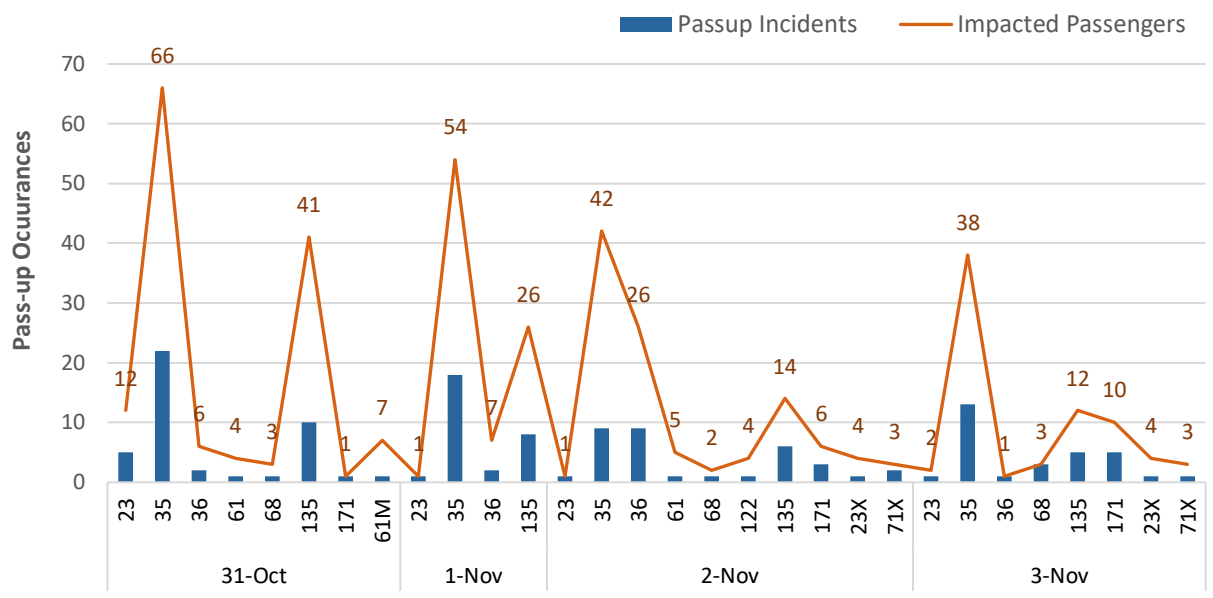
The lack of an increase reflects the small number of Marin County voters who voted in person at the polls. According to the Marin County Elections staff, there were over 58,000 ballots cast in 2020 representing about 90% of registered voters in Marin County. Over 92% of Marin voters cast their ballots early either by mail or at the designated drop boxes throughout the county. A little over 11,000 voted at the polls during the early voting period and on Election Day.

In response to the COVID-10 pandemic, state and local physical distancing guidelines limit the number of passengers onboard a transit vehicle at any given time. When these maximum capacities are reached, the drivers are required to asked passengers to take the next bus.

These measures have led to passenger pass-ups that can be considered as another factor that contributed to the level of ridership during the free fare days compared to October and November 2020.

Approximately 137 pass-up occurrences happened during the four-day election campaign that impacted a total of 410 passengers. This was slightly higher than typical days in October and November. Oct 31 and Nov 1 experienced the highest number of pass-up incidents compared to a typical weekend in October and November. Figure 3 shows pass-up activity by route during the free fare days (Oct 31, Nov 3, 2020). High demand routes such as routes serving the Canal area had the highest number of pass-up activity and impacted passengers.

Figure 3: Pass-Up Activity (Oct 31 - Nov 3)



Cost

Staff estimated that this promotional campaign will cost the District $25,800. The cost includes the anticipated loss in fare revenue and administrative support. Actual costs for the campaign were slightly higher than the initial estimate and totaled $26,100 as shown in Table 1.

Table 1: 2020 Election Campaign Cost Estimates and Actuals

Item	Estimated Cost	Actual Cost
Fare Revenue Loss	$13,800	$12,000
Staff Time, Consulting Support, Marketing and Direct Costs	$12,000	$14,100
Total	**$25,800**	**$26,100**

This difference was mainly due to the amount of staff time required to coordinate the event and provide on-site operational support. The estimated fare revenue loss is based on actual fare revenue collected during this period last year. Staff calculated fare revenue based on the ridership during the campaign and applied a system-wide average fare per rider to estimate the potential fare revenue loss.

Conclusions and Recommendations

Marin Transit is committed to improving mobility, reducing congestion, and continuing to offer safe and reliable public transit service. Those who rely on public transit continue to ride during the pandemic. Based on a recent survey, many riders indicated apprehension about riding transit due to safety concerns. The survey results also indicate that many riders are unaware of the safety measures the District has undertaken to reduce the transmission of COVID-19.

The purpose of the four-day free fare campaign for the 2020 General Election was to offer voters free transportation to polling places and provide the opportunity to make a plan to vote over four days. The District also aimed to minimize the risk of overcrowding. The campaign also demonstrated the safety and reliability of public transit.

While the free fare days did not trigger a spike in ridership, the campaign confirmed Marin Transit's commitment to working creatively with County partners to continue meet the needs of County residents during the restrictions of COVID-19.

The campaign succeeded as a token of appreciation for riders and addressed a potential barrier to voting with free transportation access to polling places. The Free Transit to Vote campaign promoted voter awareness and education about how to find polling places and contributed to the large voter turnout in the Marin County. The touchless boarding process during the campaign minimized interaction between riders and drivers. It also reduced the time required to board the bus at each stop. No incidents of abuse were reported throughout the four-day period.

Marin Transit and Marin County Elections staff worked closely to develop and deploy a robust, coordinated marketing and outreach effort leading up to the free fare service. The free fare

promotion during the national election was a valuable partnership with County Elections, and coordinated messaging were key to the success of the campaign.

The experience from the 2019 Marin County Fair campaign informed the communications strategies, and enabled staff to better understand the effort required to implement this type of campaign.

Based on the extensive coordinated marketing and outreach effort, this initiative provides a strong foundation for a similar partnership in the future.

Partnerships with County organizations, and community-based organizations, such as Canal Alliance, present opportunities to expand marketing and outreach efforts to broaden awareness and engagement. Ideas for future marketing and outreach efforts include encouraging participating riders to tag Marin Transit in social media.

FREE TRANSIT TO VOTE CAMPAIGN

Appendices

November 2020

Exhibit A: Graphic Logo

Exhibit B: Campaign Posters

Exhibit C: Press Release-English

PRESS RELEASE

Contact: Lisbet Sunshine
sunshine@thecivicedge.com
T: (415) 505-7183

Marin Transit Rocks the Vote with Fare Free Transit

San Rafael, CA (Oct. 20, 2018) –

Marin Transit will provide county-wide fare free transit Saturday, October 31, through Election Day on Tuesday, November 3, while Marin County polling places are open for the 2020 General Election.

All Marin Transit local routes, supplemental routes, and the West Marin Stagecoach will be free during the promotional campaign. Marin Transit's Board of Directors unanimously approved the campaign on Monday, October 5.

"We recognize the unprecedented times that we find ourselves in during this year's election," said Marin County Transit District Board President Dennis Rodoni. "We hope that the free transit offered while polling places are open will eliminate a potential cost barrier for rides and provide an additional incentive for voters to take public transit to polling places."

The free fare days will provide a touchless boarding process to further minimize interaction between riders and drivers and reduce boarding times at bus stops.

"Our COVID-19 service and safety procedures are still in full effect," said Marin Transit General Manager Nancy Whelan. "All passengers will be required to wear face coverings while on board vehicles, enhanced cleaning protocols will continue to be implemented, and Marin Transit drivers will limit the number of passengers onboard at any given time to allow for physical distancing."

Passengers are encouraged to plan their vote ahead of time to allow for additional wait times and minimize impacts with potential pass-ups as vehicles maintain lower passenger numbers for physical distancing.

"It is wonderful that Marin Transit is providing free fares to help Marin County get out the vote," said Lynda Roberts, Registrar of Voters. "In addition to planning for their trip to the polls on Marin Transit,

voters need to check their assigned polling place that is printed on the back cover of their voter information guide. Or call 415-473-6456 for help."
Demand response services including paratransit, Catch-A-Ride, Dial-A-Ride, and Connect will be exempt from the free fare offerings.

Marin Transit implemented a similar promotional campaign with Fare Free Marin Transit During the Fair for the 2019 County Fair. In addition to providing free fares during the five-day period of July 3 to July 7, the campaign also increased bus service during the Marin County Fair to make getting to and from the fair more accessible.

"We received a lot of positive feedback to the Marin County Fair free-fare campaign," said Rodoni. "The success of that campaign made us confident that we could replicate it for days the polls are open for Election 2020."

For more service and safety information, visit Marin Transit's website.

About Marin Transit:
Marin County Transit District (Marin Transit) was formed by a vote of the people of Marin County in 1964 and was given the responsibility for providing local transit service within Marin County. Marin Transit contracts with other providers, including Golden Gate Transit, Marin Airporter, MV Transportation and Whistlestop Transportation, for local bus and paratransit services. Marin Transit pays for services using Measure AA Funds, State Transportation Development Act Funds, fares, property taxes and Federal Section 5311 rural transit funds.

###

Exhibit D: Press Release-Spanish

NOTICIA DE PRENSA

Contacto: Lisbet Sunshine
sunshine@thecivicedge.com
T: (415) 505-7183

Marin Transit mueve la votación con Tránsito Gratuito

San Rafael, CA (20 de octubre de 2020) –

Marin Transit proporcionará transporte gratuito en todo el condado desde el sábado 31 de octubre hasta el día de las elecciones el martes 3 de noviembre, mientras que los lugares de votación del condado de Marin están abiertos para las elecciones generales de 2020.

Todas las rutas locales de Marin Transit, rutas complementarias y el West Marin Stagecoach, serán gratuitas durante la campaña promocional. La junta directiva de Marin Transit aprobó por unanimidad la campaña el lunes 5 de octubre.

“Reconocemos los tiempos sin precedentes en los que nos encontramos durante las elecciones de este año,” dijo el presidente de la Junta del Distrito de Tránsito del Condado de Marin, Dennis Rodoni. “Esperamos que el transporte gratuito que se ofrece mientras los lugares de votación están abiertos elimine una posible barrera de costos para los viajes y proporcione un incentivo adicional para que los votantes utilicen el transporte público a los lugares de votación.”

Los días de tarifa gratuita proporcionarán un proceso de embarque sin contacto para minimizar aún más la interacción entre los pasajeros y los conductores y reducir los tiempos de embarque en las paradas de autobús.

“Nuestros procedimientos de seguridad y servicio COVID-19 todavía están en pleno efecto,” dijo la Gerente de Marin Transit, Nancy Whelan. “Se requerirá que todos los pasajeros usen cubiertas para la cara mientras estén a bordo de los vehículos, y se seguirán implementando protocolos de limpieza mejorados y los conductores de Marin Transit limitarán la cantidad de pasajeros a bordo para permitir el distanciamiento físico.”

Se alienta a los pasajeros a que planifiquen su voto con anticipación para permitir tiempos de espera adicionales y minimizar los impactos con posibles pasajeros, ya que los vehículos mantienen un número menor de pasajeros para el distanciamiento físico.

“Es maravilloso que Marin Transit esté proporcionando tarifas gratuitas para ayudar al condado de Marin a obtener el voto,” dijo Lynda Roberts, Registradora de Votantes. “Además de planificar su viaje a las urnas en Marin Transit, los votantes deben verificar el lugar de votación asignado que está impreso en la contraportada de su guía de información para votantes. O llame al 415-473-6456 para obtener ayuda."

Los servicios de respuesta a la demanda, incluidos paratránsito, Catch-A-Ride, Dial-A-Ride y Connect, estarán exentos de las ofertas de tarifas gratuitas.

Marin Transit implementó una campaña promocional similar durante la Feria del Condado de 2019. Además de proporcionar tarifas gratuitas durante el período de cinco días del 3 de julio al 7 de julio, la campaña también aumentó el servicio de autobuses durante la Feria del Condado de Marin para hacer más accesible la entrada y la salida de la feria.

“Recibimos muchos comentarios positivos sobre la campaña de tarifas gratuitas de la Feria del Condado de Marin,” dijo Rodoni. “El éxito de esa campaña nos hizo confiar en que podríamos replicarla durante los días en que las urnas están abiertas para las elecciones de 2020.”

Para obtener más información sobre seguridad y servicio, visite
https://marintransit.org/2020election

Sobre Marin Transit:
El Distrito de Tránsito del Condado de Marin (Marin Transit) se formó por voto de la gente del Condado de Marin en 1964 y se le dio la responsabilidad de proporcionar el servicio de tránsito local dentro del Condado de Marin. Marin Transit tiene contratos con otros proveedores, incluidos Golden Gate Transit, Marin Airporter, MV Transportation y Whistlestop Transportation, para servicios locales de autobús y paratránsito. Marin Transit paga los servicios utilizando los fondos de la Medida AA, los fondos de la Ley de Desarrollo del Transporte del Estado, las tarifas, los impuestos a la propiedad y los fondos de tránsito rural de la Sección 5311 federal.

###

Exhibit E: Marin Independent Journal (IJ) News Article

LOCAL NEWS

Marin Transit offering free bus rides through Election Day

Passengers board a Marin Transit bus at the San Rafael Transit Center in San Rafael, Calif. on Thursday, Sept. 24, 2020. (Sherry LaVars/Marin Independent Journal)

By WILL HOUSTON | whouston@marinij.com |
PUBLISHED: October 30, 2020 at 2:47 p.m. | UPDATED: October 30, 2020 at 4:33 p.m.

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Marin Transit is offering free rides on its fixed-route buses from Saturday through Election Day in an effort to encourage more voter turnout.

Marin Transit's board of directors originally directed staff in May to offer free bus rides only on Election Day. However, the coronavirus pandemic and a reduction in polling locations led the county Elections Department to open polling places beginning on Saturday through Election Day. The Marin Transit board voted unanimously this month to extend the free ride promotion to correspond with the extended polling place hours.

"One advantage of the multi-day day campaign is that it will distribute the rider demand over four days rather than one single day, and minimize the risk of capacity constraints due to required physical distancing on buses and minimize potential pass-ups," Marin Transit executive director Nancy Whelan wrote in an email. "Free fares will eliminate a potential barrier for riders and provide an additional incentive for voters to take public transit to polls. In addition, we believe the campaign will increase ridership and provide an opportunity for riders to return to transit and see the health and safety measures implemented since the Shelter In Place Order."

The promotion is expected to cost Marin Transit about $25,800 based on current ridership levels, which are about 60% of normal. About $13,800 of the losses would result from lost fare revenues with the $12,000 coming from staff time, consulting fees and marketing costs. Whelan said the benefits of the program outweigh the costs.

"During these unprecedented times, we are pleased to be able to provide voters with a safe, clean, and fare-free alternative to driving to the polls," Whelan said.

Marin Transit will consider offering similar promotions for future elections, Whelan said.

Tags: **Buses**, **Coronavirus**, **elections**, **Marin Transit**, **newsletter**, **transportation**

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Exhibit F: KRON4 News Article

KRON4 KRONON NEWS WEATHER TRAFFIC SPORTS FEATURES COMMUNITY WATCH LIVE

Discover how

BAY AREA

Marin Transit offers free ride to the polls

by: Fareeha Rehman

Posted: Nov 3, 2020 / 09:11 AM PST / Updated: Nov 3, 2020 / 09:11 AM PST

MARIN COUNTY, Calif. (KRON) — Marin Transit is helping voters get to the polls.

All Marin Transit fixed routes will be fare free on Election Day, according to the Marin County Transit District.

The following polling places a

Exhibit G: CBS San Francisco Video

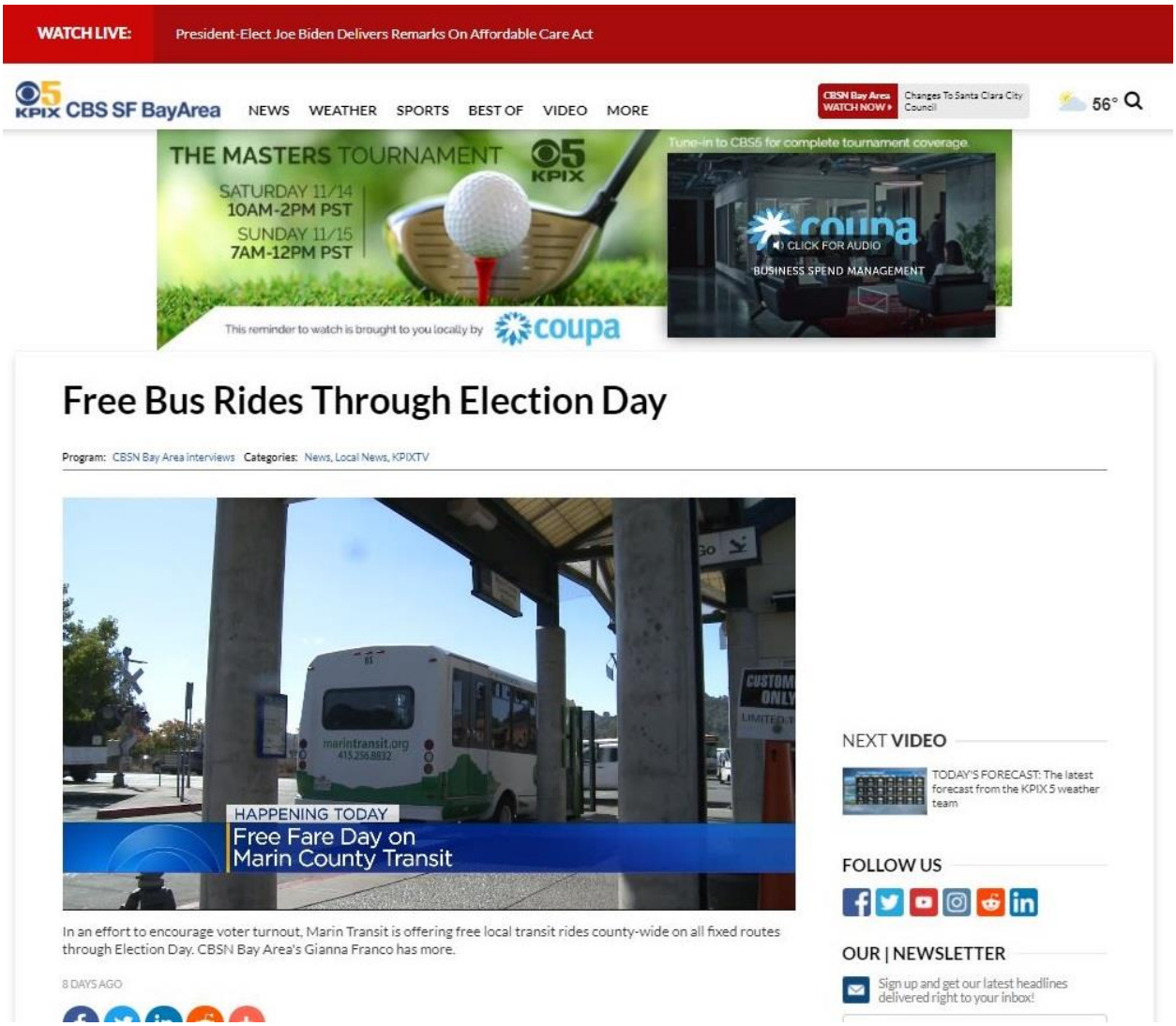
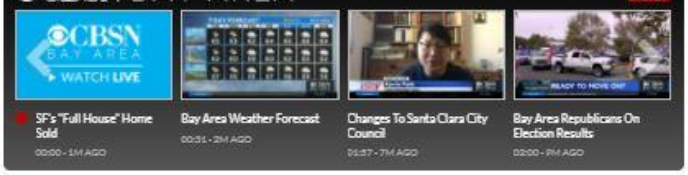


Exhibit H: CBS San Francisco News Article

Free, Discounted Rides, Maps To Polling Places Offered For Voters Needing A Hand

By Gianna Franco November 2, 2020 at 11:22 pm Filed Under: Discounted Rides, Election Day, Free Rides, KPIX 5 Vote Smart, Marin Transit, Santa Clara VTA

CBSN BAY AREA LIVE



SAN FRANCISCO (KPIX 5) — Bay Area transit agencies and businesses are offering maps to local polling places and free or discounted rides for people who may need a hand on Election Day.

Marin Transit is offering free fare days through Election Day, November 3rd. This includes all local routes, supplemental routes, and the West Marin Stagecoach. However, demand response services including para-transit, Catch-A-Ride, Dial-A-Ride, and Connect will be exempt from the free fare option. For a transit schedule and a list of polling places in Marin County you can click here.

ADVERTISING

Santa Clara Valley Transportation Authority (VTA) has created a voter map that lists 99 polling spots located near a VTA transit stop. You can access the map via their app, or on VTA's website by clicking here.

Rideshare companies such as Uber and Lyft are also offering free or discounted rides for voters. Lyft announced that they will give 50% off to riders who are headed out to vote or to a ballot drop box location, using the code 2020VOTE. The discount also applies on bikes and scooters where available.

allbirds

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MOST VIEWED

UPDATE: Love Triangle Is Motive In San Mateo Murder-Suicide; 2 Dead

Emily Harrington Becomes First Woman to Free Climb Yosemite's El Capitan in Single Day

Newsom Warns Of California COVID Spike As National Cases Soar; Some Counties To Move Back Tiers

Details Surface About Sen. Feinstein And The Chinese Spy Who Worked For Her

1 Shot, 3 Others Stabbed In Violent Martinez Sunday Night Confrontation

Convicted Contra Costa Gang Killer Dies In Soledad Prison Stabbing

Fast-Rising El Cerrito Housing Hub a Model of Bay Area Modular Construction, Manufacturing Prowess

Pelosi Would Become President If Election Results Are Not Certified, Says Law Professor

Exhibit I: Streetsblog SF Online Post

Getting People to Vote: Fare-Free Transit and Bike-Share on Election Day

By Melanie Curry | Nov 2, 2020 | 0 COMMENTS

Millions of California voters have already sent in their ballots, but plenty of people still plan to vote in person tomorrow. With fewer voting sites than four years ago – in part because every voter was given the option of mailing in their ballot to avoid public gatherings during the pandemic – people may have to travel longer distances to reach their polling stations.

To make it easier, transit agencies across the country are offering free bus rides all day – some since polls opened on Saturday. It's a big deal, as transit agencies have been struggling with plummeting fare revenue while providing safe transit. Many California have been experimenting with various types of fare-free rides for several years – and especially since the pandemic began.

Also, many bike- and scooter-share companies are offering free rides on Tuesday, including Bird, Motivate, Spin, L.A.'s Metro Bikeshare, and Lime (use the code "LIME2VOTE18" in the app).

Below is a partial list of California transit agencies supporting this get-out-the-vote effort with free rides. Check with your local provider – there are hundreds of transit agencies in the state, so it's very likely we've missed some. Find their websites here.

Also, double check your polling place location, as it may have changed since the last time you voted.

Southern California

San Diego's MTS will offer free rides on fixed-rout bus and rail services throughout San Diego County.

L.A. Metro, LADOT, Pasadena Transit, and Antelope Valley Transit Authority will all be fare-free on Tuesday.

L.A. County's on-demand transit for people who can't ride regular transit, Access, is also offering free rides by reservation to disabled residents to and from their polling location.

Some sources have listed the Culver CityBus and Long Beach Transit among those offering free rides on Tuesday, and while that may be so, it's not clearly announced on the agencies' sites.

Victor Valley Transit is offering Free Ride Day on Tuesday.

Riverside Transit Agency has been letting people ride for free since March, but as of today began requiring bus fares again – hopefully transit-depending voters in Riverside have already turned in their ballots.

Bay Area and Northern California

Marin Transit is offering free rides on its buses from Saturday, when polls opened, through Tuesday.

The Sacramento Regional Transit District is offering free rides system-wide on all bus, light rail, SmaRT Ride and SacRT GO paratransit services "in celebration of Election Day" on Tuesday, November 3. The agency has been offering free rides since the first day of early voting on October 24.

While not specifically offering free fares on election day, AC Transit is still offering free rides on its new BRT service, the Tempo Line, until November 9.

SolTrans in Solano County will offer free rides on all local and paratransit services on Tuesday. "It is our commitment to offer free rides this election day to allow our community access to the polls," says its website.

Santa Cruz Metro will offer free rides on its fixed-route services throughout the county.

Central California

The City of Clovis has eliminated fares for everyone on its Stageline and Round Up (on-demand) services, all the time, not just on election day.

Bakersfield's Golden Empire Transit District will offer free rides on Tuesday.

Lodi Transit is offering free rides through Tuesday.

Filed Under: Elections, Fares, Fares, Public Transportation, Streetsblog California

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MOST RECENT

Today's Headlines

Exhibit J: KCBS Radio Interview with Nancy Whelan, General Manager, Marin County Transit District

KCBS RADIO
ALL NEWS · 106.9FM 740AM

NEWS ELECTION TRAFFIC WEATHER PODCASTS CONNECT MORE

ALL NEWS KCBS RADIO ON DEMAND

Marin County waves bus fares through election day

November 02, 2020 1 min Download

See All Episodes

CATEGORY: News

Share

Voters in Marin can get a free ride to the polls for the election. KCBS Radio reporter Melissa Culross tells us the county's transit system is waving bus fares through election day tomorrow.

Exhibit J: KZSU News Podcast

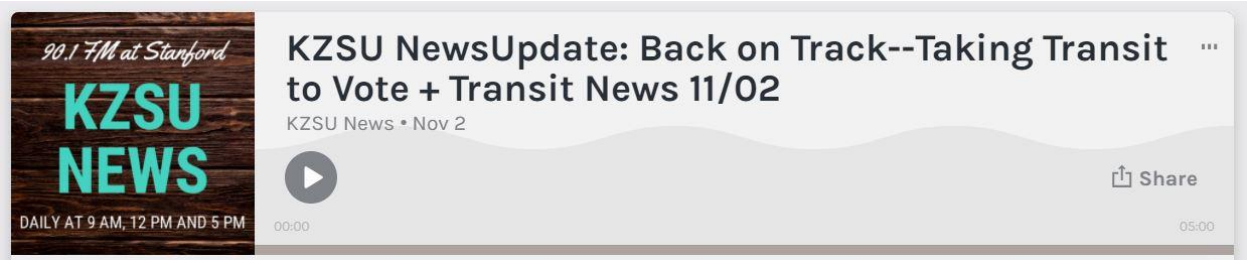
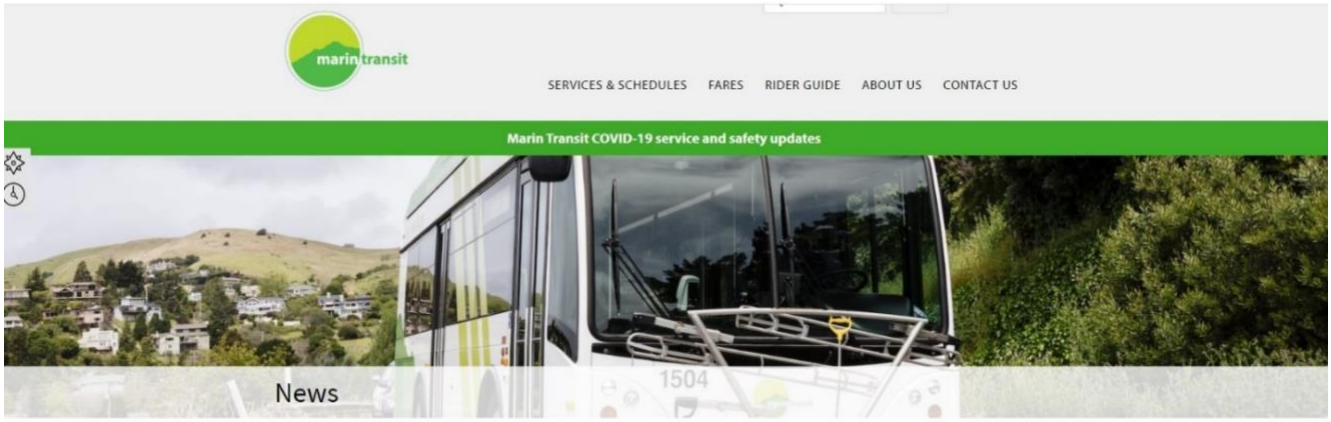


Exhibit L: Marin Transit Website



Marin Transit Offers Free Rides to Polls

Mon, Oct 5, 2020

On Monday, October 5, Marin Transit's Board of Directors unanimously approved free local transit rides county-wide on all fixed routes during the upcoming 2020 General Election.

This promotional campaign offers voters a free transportation option to the polls. The free fare days will provide a touchless boarding process without the need to navigate fare payment, minimize interaction between riders and drivers, and reduce boarding times at bus stops. Free fares will also eliminate a potential cost barrier for riders and provide an additional incentive for voters to take public transit to polling places.

All Marin Transit local routes, supplemental routes, and the West Marin Stagecoach will be fare free from October 31 through November 3, 2020. Demand response services including paratransit, Catch-A-Ride, Dial-A-Ride, and Connect will be exempt from the free fare offerings.

Exhibit L: Marin Transit Website (Continued)

Ride Marin Transit for free to the polls - Oct 31 thru Nov 3, 2020

View (/2020election) Edit (/node/519/edit) Delete (/node/519/delete) Revisions (/node/519/revisions)

free marin transit to VOTE

Oct 31 - Nov 3, 2020

On Monday, October 5, Marin Transit's Board of Directors unanimously approved free local transit rides county-wide on all fixed routes during the upcoming 2020 General Election.

This promotional campaign offers voters a free transportation option to the polls. The free fare days will provide a touchless boarding process without the need to navigate fare payment, minimize interaction between riders and drivers, and reduce boarding times at bus stops. Free fares will also eliminate a potential cost barrier for riders and provide an additional incentive for voters to take public transit to polling places.

All Marin Transit local routes, supplemental routes, and the West Marin Stagecoach will be fare free from October 31 through November 3, 2020. Demand response services including paratransit, Catch-A-Ride, Dial-A-Ride, and Connect will be exempt from the free fare offerings.

For more information on polling places and drop box locations visit: County of Marin Elections (https://www.marincounty.org/depts/rv/election-info/election-page?tabnum=7)

Plan Your Vote!

Marin Transit is committed to keeping you safe during the COVID-19 pandemic, and has implemented enhanced cleaning protocols and additional measures to limit disease transmission. To adhere to physical distancing guidance onboard vehicles, Marin Transit drivers will limit number of passengers onboard at any given time.

Plan your vote to allow for additional wait time and minimize impacts associated with potential pass-ups.

Need help finding your polling place? Visit: County of Marin Voter Information Portal (https://www.marincounty.org/depts/rv/voting-information/elections-dashboard)

Use our handy trip planner tool (https://marintransit.org), to plan your trip to the polls or drop box locations.

Transit To Vote selfie contest

Take transit to cast your ballot and enter our *Transit To Vote selfie contest* for a chance to win a free Monthly Pass!

Post your "I voted" selfie and tag @MarinTransit between now and Election Day on November 3. Be sure to include the bus, and "I voted" sticker.

Exhibit M: E-blast Campaign

free marin transit to VOTE

Oct 31 - Nov 3, 2020

Ride Marin Transit for free to the polls

We are excited to start Marin Transit's Free Election Campaign this Saturday, October 31!

Marin County polling places will be open and all Marin Transit local routes, supplemental routes, and the West Marin Stagecoach will be fare free with a touchless boarding process through Election Day on Tuesday, November 3.

In keeping with Marin Transit's commitment to provide safe transportation during the COVID-19 pandemic, enhanced cleaning protocols, physical distancing onboard vehicles, and mask requirements will continue to be implemented during the free fare campaign.

Help Us Share the News!

We're posting about the free fares on social media. Follow us @MarinTransit on Facebook and Twitter to share and retweet our posts and add your likes and comments.

Enter our #TransitToVote selfie contest for a chance to win a free 31 Day Pass. Post your "I voted" selfie, and tag @MarinTransit. Make sure to include the bus, and your "I voted" sticker. Selfies should be posted between October 31 and November 3, 2020. 😊🚌

Additional Resources

- For more information on polling places and drop box locations visit: County of Marin Elections
- Learn more about Marin Transit COVID-19 service and safety updates
- Plan ahead using the Marin Transit Trip Planner

Thank you for helping Marin Transit rock the vote!

Sincerely,
Your Marin Transit Team

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Want to change how you receive these emails?
You can update your preferences or unsubscribe from this list.

Exhibit M: E-blast Campaign (Continued)

free marin transit to VOTE

Oct 31 - Nov 3, 2020

Ride Marin Transit for free to the polls

Marin County polling places open tomorrow, Saturday, October 31, and Marin Transit will be starting its Free Election Campaign!

All Marin Transit local routes, supplemental routes, and the West Marin Stagecoach will be fare free with a touchless boarding process through Election Day on Tuesday, November 3. Ride to your local polling place or to drop off your ballot!

In keeping with Marin Transit's commitment to provide safe transportation during the COVID-19 pandemic, enhanced cleaning protocols, physical distancing onboard vehicles, and mask requirements will continue to be implemented during the free fare campaign.

#TransitToVote Selfie Contest
Post your "I voted" selfie and tag us @MarinTransit for a chance to win a free 31 Day Pass. Be sure to include the bus, your "I voted" sticker, and upload on or before Election Day.

Help Us Share the News!
We're posting about the free fares on social media. Follow us @MarinTransit on Facebook and Twitter to share and retweet our posts and add your likes and comments.

Additional Resources

- For more information on polling places and drop box locations visit: County of Marin Elections
- Learn more about Marin Transit COVID-19 service and safety updates
- Plan ahead using the Marin Transit Trip Planner

Thank you for helping Marin Transit rock the vote!

Sincerely,
Your Marin Transit Team

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Want to change how you receive these emails?
You can update your preferences or unsubscribe from this list.

Exhibit N: Marin Transit Social Media

Top Tweet earned 3,887 impressions

Election Day is tomorrow! We're still running free fares to help **#MarinCounty** get to the polls. Learn more about voting safely and make your plan to vote with @marinvotes. Find your polling: bit.ly/marinpollingpl… **@maringov** **#MarinVotes** pic.twitter.com/SU9ZfUk661

1 10 14

Marin Transit @marintransit · Nov 2

¡El día de las elecciones es mañana! Estamos ofreciendo tarifas gratuitas para ayudar #MarinCounty llegar a los lugares de votación. Haga su plan para votar con @marinvotes. Encuentre su lugar de votación: bit.ly/marinpollingpl...

2

Exhibit O: County and Community Partner Social Media

Exhibit O: County and Community Partner Social Media (Continued)

Exhibit O: County and Community Partner Social Media (Continued)

MARIN COUNTY
SUPERVISOR
KATE SEARS

Update from Kate

HAPPY HALLOWEEN! IT'S TIME TO VOTE!

Please Share Widely:

SHARE

We have a big weekend ahead of us! Saturday is Halloween, Daylight Savings Time ends on Sunday, and Election Day is on Tuesday. Do you have a plan for how you and your family will participate in these activities in a safe way? Read on for some fun videos and helpful resources...

Get to the Polls for FREE with Marin Transit

Marin Transit's Free Election Campaign begins this Saturday, October 31. Marin County polling places will be open and all Marin Transit local routes, supplemental routes, and the West Marin Stagecoach will be fare-free with a touchless boarding process through Election Day on Tuesday, November 3.

Enter their #TransitToVote selfie contest for a chance to win a free 31 Day Pass. Post your "I voted" selfie, and tag @MarinTransit. Make sure to include the bus, and your "I voted" sticker. Selfies should be posted between October 31 and November 3, 2020.

free marin transit to VOTE
Oct 31-Nov 3, 2020

Additional Resources:

- For more information on polling places and drop box locations visit: County of Marin Elections
- Learn more about Marin Transit COVID-19 service and safety updates
- Plan ahead using the Marin Transit Trip Planner

Exhibit O: County and Community Partner Social Media (Continued)

Stay In-the-Know

- Marin County news releases and other email updates. Enter your email address, click submit, and then check the box(es) for the emails you'd like to receive.
- Marin Health & Human Services Coronavirus resources:
  - Subscribe for daily email updates related to COVID-19 in our community.
  - Visit the Marin HHS Coronavirus website for FAQs, case count, and a variety of resources.
  - Have questions?
    - Call the COVID-19 Information Line at (415) 473-7191 (CA Relay Service Dial 711). Phone calls are answered Monday-Friday, 9:30am-12:00pm and 1:00pm-5:00pm.
    - Subscribe online to receive email notifications.
    - To review all historical updates, view the archive here.
- See what's happening in District 3:
  - Website | Newsletter | Facebook
- Learn more about DRAWDOWN: Marin
  - Website | Facebook

Exhibit P: Transit to Vote Selfie Contest

marin transit

711 grand ave, #110
san rafael, ca 94901

ph: 415.226.0855
fax: 415.226.0856
marintransit.org

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

December 7, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Purchase Agreement with AZ Bus Sales for 32 Gillig Driver Shield Kits

Dear Board Members:

RECOMMENDATION: Authorize the General Manager to complete the purchase of 32 Driver Shield Kits from AZ Bus Sales for installation on Marin Transit-owned Gillig buses.

SUMMARY:
Staff request that your Board authorize the General Manager to procure 32 Driver Shield Kits to provide enhanced COVID-19 protection for Marin Transit's contracted bus operators. The kits are made of a polycarbonate barrier manufactured by AZ Bus Sales. The AZ Bus Sales barrier uses US Department of Transportation (DOT) stamped safety glass and provides additional coverage as it extends over the farebox.

Background
At the beginning of the COVID-19 public health emergency, Golden Gate Transit (GGT) installed temporary clear barriers to separate their drivers from the public. GGT staff reviewed several permanent barrier options, including options from Driver Guard and Gillig. The AZ fabricated kit is the only barrier that offers DOT-certified safety glass. The AZ kit also complies with the safety standards agreed to by GGT drivers.

After evaluating the other barrier systems, GGT purchased the AZ Bus Sales kits for their Gillig fleet. GGT has requested that Marin Transit purchase and install the kits on the Marin Transit fleet operated by Golden Gate Transit. Subsequently, Marin Transit staff contacted Marin Airporter to confirm their interest in having the barriers installed on the Gillig buses that they operate and maintain under contract with Marin Transit. Installing the barrier kits on all Marin Transit-owned Gillig buses provides equal protection for drivers regardless of employer. Passengers may also be confused if some Marin Transit-branded Gillig buses have driver barriers and others do not.

Images of the installed barrier kits are provided below.

Image 1: Barrier closed at driver's seat (position while boarding passengers)

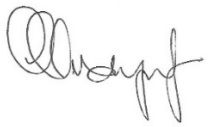
Image 2: Barrier closed to passenger area (position while bus is in operation)

The barrier kits are a custom fit for the Gillig buses and are not currently sized for the remaining Marin Transit-owned fleet. Staff has requested that AZ Bus Sales visit our operations and maintenance contractor sites to measure the District's other vehicle types and provide a quote for barrier kits that will fit the 43 remaining transit buses.

Procurement
Marin Transit completed a sole source procurement for this purchase. AZ Bus Sales is the sole manufacturer identified of the Polycarbonate COVID-19 driver barrier systems with DOT certification and extended barrier coverage for Gillig model buses. GGT provided invoices from AZ bus sales showing that the price they charged GGT, and staff determined that the AZ Bus Sales price for Marin Transit was the same as other agencies. This supports a fair and reasonable price justification.

FISCAL/STAFFING IMPACT: The cost of the 32 barrier kits will not exceed cost $59,616.96. The cost for maintenance staff to install the barriers at the respective contracted operators is estimated to be $1,060.08 (GGT) and $1,800 (Marin Airporter). The total installation cost will not exceed $2,860.08. The purchase will be funded through the Capital budget as a vehicle repair expense.

Respectfully submitted,



Mohamed Osman
Senior Operations Analyst