

**PROGRAMMING & PROJECTS  
EXECUTIVE COMMITTEE  
MEETING**

**MONDAY, JUNE 12, 2017**

**2:00 PM**

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

**AGENDA**

1. Chair's Report (Discussion)
2. Commissioners Comments (Discussion)
3. Executive Director's Report (Discussion)
4. Open time for public expression, up to three minutes per speaker, on items not on the Board of Commissioners' agenda. (While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)
5. Approval of Meeting Minutes from May 8, 2017 (Action) - **Attachment**
6. Crossing Guard Program
  - a. Changes to Crossing Guard Program Location Scoring Methodology (Action) - **Attachment**
  - b. Assessment of Crossing Guard Program (Action) - **Attachment**
7. Approve Funding Agreement with the City of Larkspur for the East Sir Francis Drake Blvd Project Approaching the Richmond-San Rafael Bridge (Action) - **Attachment**
8. MTC Bike Share Capital Program Grant Application (Discussion) - **Attachment**



900 Fifth Avenue  
Suite 100  
San Rafael  
California 94901

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

www.tam.ca.gov

**Belvedere**  
James Campbell

**Corte Madera**  
Diane Furst

**Fairfax**  
John Reed

**Larkspur**  
Dan Hillmer

**Mill Valley**  
Stephanie Moulton-Peters

**Novato**  
Eric Lucan

**Ross**  
P. Beach Kuhl

**San Anselmo**  
Tom McInerney

**San Rafael**  
Gary Phillips

**Sausalito**  
Ray Withy

**Tiburon**  
Alice Fredericks

**County of Marin**  
Damon Connolly  
Katie Rice  
Kathrin Sears  
Dennis Rodoni  
Judy Arnold



Late agenda material can be inspected in TAM's office between the hours of 8:00 a.m. and 5:00 p.m.  
TAM is located at 900 Fifth Avenue, Suite 100, San Rafael.

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MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
PROGRAMMING & PROJECTS EXECUTIVE COMMITTEE  
May 8, 2017  
2:00 p.m.

TAM CONFERENCE ROOM  
900 FIFTH AVENUE  
SAN RAFAEL, CALIFORNIA



**MEETING MINUTES**

Members Present: Stephanie Moulton-Peters, Mill Valley City Council, TAM Chair  
Alice Fredericks, Town of Tiburon  
Diane Furst, Corte Madera Town Council  
Eric Lucan, Novato City Council  
Katie Rice, County of Marin Board of Supervisors  
Kathrin Sears, County of Marin Board of Supervisors

Members Absent:

Staff Members Present: Dianne Steinhauser, Executive Director  
Bill Whitney, Deputy Executive Director  
Dan Cherrier, Principal Project Delivery Manager  
David Chan, Manager of Programming & Legislation  
Derek McGill, Planning Manager  
Li Zhang, Chief Financial Officer  
Molly Graham, Public Outreach Coordinator  
Nick Nguyen, Principal Project Delivery Manager  
Scott McDonald, Senior Transportation Planner

*Chair Stephanie Moulton-Peters called the meeting to order at 2:05 p.m.*

**1. Chair's Report** (Discussion)

Chair Moulton-Peters indicated she had nothing to report, but she asked to move agenda Item #8 (Approve Letter to MTC on HOV Hours of Operation) ahead of Item #6. The Committee agreed to the change.

**2. Commissioner Comments** (Discussion)

Chair Moulton-Peters commented on the presentation of the Tamalpais overcrossing project at TAM offices/. Commissioner Furst reported on local town efforts to develop design options for improved bike/ped access over the interchange; she discussed the recommendation by the Marin representative to the Caltrans Pedestrian Committee for much needed ADA improvements for the Tamalpais bridge overcrossing, as well as coordination between Caltrans, TAM and the city of Corte Madera.

**3. Executive Director's Report (Discussion)**

Executive Director (ED) Dianne Steinhauser commented on a brochure at the dais regarding the upcoming launch of a bicycle fix-it station at the Al Boro Community Center, including the May 10<sup>th</sup> dedication of the facility. A financial contribution was made by TAM to the San Rafael Chambers Leadership Institute to implement the project. She also reviewed the purpose of the Leadership Institute.

ED Steinhauser also discussed progress on the Lyft first/last mile project with the intent to coordinate with the start of SMART (Sonoma Marin Area Rail System) service; the anticipated launch date for the Zip Car carshare pods at Whistlestop's current location; the call for out now for projects for TFCA (Transportation Fund for Clean Area) and TDA (Transportation Development Act) funding; bike/ped project grant funds available under the BAAQMD (Bay Area Air Quality Management District); progress on Plan Bay Area 2040 including the upcoming May 20<sup>th</sup> Marin Workshop ; rebate requests on the use of electric fleet vehicles and or charging stations; improvements to the infrastructure supporting alternative fuel vehicles including dual-head charging stations; TAM's participation at the upcoming Bike to Work Day by sponsoring an Energizer Station; the Governor's signing of SB 1 and the additional funding for transportation projects it will provide.

Commissioner Fredericks mentioned hydrogen technology that has recently become available. She asked whether the heavy investment that has been made for electric vehicles will make it difficult to incorporate and adapt to the new technology. ED Steinhauser noted the staff report for Item #7 *Measure B. Vehicle Registration Fee, Fiscal Year Alternative Fuel Program Update and Fiscal Year 2017-18 Program Adoption* includes information on TAM's Alternative Fuel Program.

**5. Approval of Minutes from April 10, 2017 (Action)**

Commissioner Sears moved to approve the minutes of April 10, 2017. Commissioner Lucan seconded the motion, and it was unanimously approved.

**4. Open Time for Public Expression**

Cindy Winter gave a status report on buses in Marin, predicting that bus use may soon be an outdated form of travel if it doesn't evolve with the times. She discussed a company called Proterra, which offers all electric buses as well as buses that use a combination of electric with diesel. She also made comparisons with other types of fuels, as well as promotion of ride-share alternatives, which TAM is already doing.

Item #8 taken out of order.

**8. Approve Letter to MTC on HOV Hours of Operation (Action)**

ED Steinhauser presented this report which asked the Committee to review and approve the attached letter to be sent to the Metropolitan Transportation Commission (MTC) on High Occupant Vehicle (HOV) hours of operation and forward the letter to the full TAM Board for approval. She reported on a presentation made at the April TAM Board meeting by Andy Fremier from the Metropolitan Transportation Commission regarding proposed changes to the HOV (High Occupancy Vehicle) hours. She reviewed the draft letter that staff proposed sending to MTC and invited questions and edits.

Chair Moulton-Peters commented on the fragile nature of the system currently, and without the improvements, the HOV lanes won't be of much use.

Commissioner Sears said she thought the letter drafted by staff was very responsive to the comments raised at the Board meeting.

Commissioner Furst asked whether the idea of merging carpools, vanpools and transit was mentioned in the draft letter, and staff confirmed it was. Commissioner Furst asked if school bus service should be included, and she noted that Corte Madera is struggling with the need. Commissioner Fredericks asked how much that would affect freeway traffic, and other Commissioners agreed it was a valid concern. Commissioner Sears thought it could be added to the statement, "TAM actively supports the use of transit, carpools and vanpools..."

Commissioner Sears acknowledged that if too many changes are made at the same time it could be hard to determine which produces the greatest benefit. She discussed a similar situation with the Golden Gate Bridge when a change made to the timing of the lane shifts had a big impact on the traffic congestion.

Commissioner Lucan agreed, noting as well that his local school just announced a later-start school schedule; he expressed concern that changes made to the HOV lane hours could result in unintended consequences because of additional traffic from the adjusted school schedule. ED Steinhauser reviewed the changes proposed for the pilot program which would start changes in the southbound direction in June, changing from 630 to 830 AM, to 630 to 1000 AM, and asked Commissioner Lucan the specific traffic issues that would be most exacerbated, which he discussed. He expressed concern that if the pilot study starts in the summer when school is not in session, then when school starts up - with late-start schedules and parents leaving for work later after taking the children- and traffic gets worse, particularly on local roads, then the school changes will be blamed rather than the change to the HOV schedule.

In response to a question from Chair Moulton-Peters regarding the consideration to implement 30-minute incremental adjustments to the HOV hours, ED Steinhauser deferred to Project Manager Dan Cherrier. Mr. Cherrier reported on discussions at the Managed Lanes Committee meetings, indicating that Caltrans was not enthusiastic about incremental adjustments because of possible driver confusion. He noted Caltrans promised in-depth analysis would be done before they make their final recommendation to MTC. He added that the Highway Patrol has said there will be an extended grace period for enforcement of the hours.

Commissioner Furst commented on the Safe Routes program and difficulties in getting drivers to pay attention to the signs, after which the signs were taken down for a brief period to get their attention. She was concerned that incremental changes might mean that drivers quit paying attention to the hours. She suggested adding bright lights and other warnings as the lane changes occur.

Regarding potential changes to HOV lanes occurring when the third lane opens on the Richmond San Rafael bridge, Commissioner Sears expressed concern that there were too many variables to analyze the data and determine what is attributable to the HOV lane hour changes.

Mr. Cherrier commented on concerns regarding potential changes when SMART begins service and determining the effects on traffic on local traffic hotspots in addition to Highway 101. ED Steinhauser noted there has been no discussion regarding changing the hours as related to SMART start-up.

Commissioner Sears reminded the Committee that SMART service will provide very little impact on congestion in the southern part of Marin. ED Steinhauser commented on other strategies that can be used alongside the pilot, including ramp metering and possibly a bus-on-shoulder pilot study in northern Marin.

Chair Moulton-Peters commented on analysis of the different variables, and how the sequencing of each component will affect the data. Commissioner Fredericks pointed out that the greater awareness and changing behaviors will have their own impacts. ED Steinhauser commented that it would be good to create predictive models demonstrating how traffic patterns will be changed from the change in HOV hours, and how logical phasing could be explored.

Mr. Cherrier discussed the timing and phasing thus far, as well as expected next steps in the process. He noted that the MTC did not approve moving forward at their meeting today as Caltrans and TAM want to see more data and analyses for a better understanding of the cost vs. benefit. He also responded to a question from Commissioner Lucan regarding phasing of the project and whether work on both directions could be done at the same time.

Chair Moulton-Peters asked if there was information to explain why Caltrans (or MTC) wants to move forward with the change at this time. Mr. Cherrier said he thought it was related to express bus service from Sonoma County and northern Marin, which has experienced a loss of ridership and the perceived reason is because there is no time savings when compared to driving. Commissioner Sears agreed, noting it is hard to generate new riders when there is no apparent savings for those commuters.

Commissioner Furst asked if the bridge district is looking at clean air vehicles, and staff discussed incentives at the state level for the use of them. There was discussion as well about continued interest and improvements to the design of these vehicles and the rate of growth experienced in the industry. ED Steinhauser agreed that information on the growth over time would be helpful to have; she indicated staff would study it further and report back.

Commissioner Furst moved to recommend that the Board approve the draft letter as presented, subject to minor changes associated with studying pre-determined results, consider phasing of improvements including inserting language which would allow TAM to revisit the change in hours after one or two months should the travel time gains not be realized as anticipated, and make necessary recommendations based on input from the Committee and the full TAM Board.

Commissioner Sears seconded the motion, and it was unanimously approved.

There was no public comment on the item.

## **6. Revised Programming OBAG and Local Funds (Action)**

Commissioner Sears indicated she might have to leave early from the meeting but she would like to give input now since there are direct impacts on projects in her jurisdiction. She indicated she was okay with the proposed change in funding, provided there is equal backfilling of funds later for the projects affected, specifically the Phillips Drive project in Marin City.

Dave Chan, Manager of Programming and Legislation, presented the staff report which recommended that the Committee approved the revised funding recommendations made in the staff report and refer it to the full Board for approval. He reviewed past actions regarding OBAG (One Bay Area Grant) funding and local funds, and necessary changes to the five projects highlighted in the staff report. He also showed that the total amount approved for the

two fund sources remains almost the same, and he reviewed the specific changes, how the projects would be affected, and the new changed funding totals and timing of the allocations. ED Steinhauser noted that there are restrictions on the use federal funds, which is an important consideration for taking this action.

*Commissioner Sears left the meeting at 3:00 p.m.*

Mr. Chan added that the changes are predicated on Sausalito completing a complete streets policy. He pointed out that Sausalito has passed a resolution approving its policy but it has not been approved by MTC yet. ED Steinhauser also discussed the impacts on Sausalito's eligibility for the funding if it fails to meet the deadline.

Mr. Chan reviewed original budget estimates and TAM's efforts to ensure that all project needs are met.

Commissioner Furst moved to recommend the TAM Board approve the revised funding recommendations shown in the staff report. Commissioner Lucan seconded the motion. It was unanimously approved.

With brief discussion, the Committee agreed this item could be on Consent at the Board meeting. Commissioner Furst asked the spreadsheet showing how the funds will be moved be moved, be included in the next staff report. Staff agreed to provide it.

Commissioner Lucan suggested showing the information to the TAM representative from Sausalito before the next Board meeting.

#### **7. Measure B. Vehicle Registration Fee, Fiscal Year Alternative Fuel Program Update and Fiscal Year 2017-18 Program Adoption (Action)**

Project Delivery Manager Nick Nguyen presented the staff report which recommended that the Committee receive an update of the current fiscal year Measure B – Element 3.3 Alternative Fuel Program and proposal for Fiscal Year 2017-18, and forward to the TAM Board for adoption. Mr. Nguyen briefly discussed the background of the report, the different types of fuel available, details on the budget for the next fiscal year, how the funding will be allocated, and plans to approve new project funds at the state level.

Mr. Nguyen shows a short video presentation produced by the Marin School of Environmental Leadership to promote electric vehicle use, produced by high school students. TAM provided funding support for this effort.

Mr. Nguyen concluded his report with the staff recommendation for funding for FY 2017-18 of \$240,000 to be allocated as:

1. Public Agency EV Fleet Incentive	\$20,000
2. EV Public Charging Infrastructure	\$55,000
3. SMART Station EV Charging Infrastructure	\$35,000
4. Electric Bus Pilot Program	\$75,000
5. EV Outreach and Education	\$35,000
6. Alternative Fuel Consultant	<u>\$20,000</u>

In response to a question from the Committee, Mr. Nguyen discussed this zero-based budgeting approach of Element 3.

Commissioner Lucan asked about fleet vehicle replacement costs, especially with the shift to electric vehicles, and Mr. Nguyen explained that smaller jurisdictions such as those in Marin do not need to replace fleet vehicles as quickly due to lower mileage and that switching to alternative fuels, may have to be postponed until their funding has accumulated enough to make that purchase. As a new electric vehicle owner, Commissioner Lucan commented on gaps in the EV charging networks within Marin, which could also affect a city's ability to make that transition.

There was brief general discussion about the desire to switch to alternative fuels and the challenges involved.

There was no public comment on the item.

Commissioner Furst moved to recommend that the TAM Board approve the proposed budget for FY 2017-18, and Commissioner Lucan seconded the motion. It was unanimously approved.

The meeting was adjourned at 3:35 p.m.

DRAFT



**DATE:** June 12, 2017

**TO:** Transportation Authority of Marin Programming and Projects Executive Committee

**FROM:** Dianne Steinhauser, Executive Director  
Dan Cherrier, Principal Project Delivery Manager  
James O'Brien, Crossing Guard Coordinator

**SUBJECT:** Changes to Crossing Guard Program Location Scoring Methodology (Action), Agenda Item 6a

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## **RECOMMENDATION**

Forward to the full TAM Board a recommendation to change the Location Scoring Criteria and Methodology as presented by staff.

## **BACKGROUND**

The TAM Crossing Guard program provides trained crossing guards for critical intersections throughout Marin County. As committed in the Transportation Sales Tax (Measure A) Expenditure Plan, the program uses trained crossing guards under contract to a professional company that specializes in crossing guard programs. Under contract to TAM, All City Management Services currently provides guards under the close supervision of TAM staff. The current 2016/2017 school year is the eleventh year during which crossing guards have been funded by the TAM Crossing Guard Program. TAM also has an agreement with several school districts to provide guards on a reimbursement basis.

### History of Original Program

The TAM Measure A Transportation Sales Tax Expenditure Plan envisioned providing guards at up to 70 locations around Marin's schools. The implementation policies and the original list of locations for the TAM Crossing Guard Program were developed during the 2005/2006 school year. The process began with a questionnaire distributed to all public and private schools in Marin County and to members of the Marin Public Works Association (MPWA). While the questionnaire was being distributed and the responses collected, the MPWA together with the Technical Advisory Committee (TAC) established a set of "qualifying" criteria for prioritizing potential crossing guard locations. The evaluation criteria were based on the California Manual of Uniform Traffic Control Devices (MUTCD) and the Criteria for Adult Crossing Guards published by Caltrans. These resources are generally used by communities in California to determine if crossing guards are warranted and cost effective at specific locations. In order to apply the criteria to the 70 locations identified at that time, traffic data was collected for each of the locations. The traffic data included vehicle and pedestrian counts during a morning period for trips to school and an afternoon period for trips leaving school. In addition to the traffic data, information about the roadway characteristics, such as the number of lanes and the type of intersection control (e.g. stop sign, signal, etc.), was also collected. About 85 sites were reviewed for the potential to have a guard.

This process resulted in 54 locations receiving a crossing guard from the program during the 2006/2007 school year. The locations consisted of 44 qualifying locations and ten pilot locations. Pilot locations were

considered by MPWA and the TAC and took into account other facts besides MUTCD criteria. A funding commitment was made for three years for the qualifying locations and annually for the pilot locations. For the 2008/2009 school year, five qualifying locations and four additional pilot locations were added, which increased the program to 63 locations.

#### Current Program based on 2008-09 Revised Criteria

The discussions at the MPWA and TAC meetings in early 2008 brought to light the need to address the consideration of other factors in the process for evaluating potential future crossing guard locations. The evaluation based on the vehicular and pedestrian volumes is numerical and lends itself straightforwardly to developing a ranked list. The evaluation of other factors such as roadway geometry, sight distance, the speed of traffic and other site-specific conditions is based in large part on engineering judgment and presents a greater challenge when developing a ranked list. The MPWA and TAC both recommended developing a new set of scoring criteria for the next round of location evaluations.

The TAC, MPWA, and TAM staff spent several months between Fall 2008 to Summer 2009 developing a revised scoring criteria that incorporated the general intent of MUTCD along with the inclusion of these other factors. An Ad-Hoc committee was formed to apply the new criteria to several locations throughout the County. The Ad-Hoc committee recommended several changes to the scoring criteria that were incorporated before acceptance by the TAC and MPWA membership in July of 2009.

In Fall 2009, the number of locations evaluated in the process increased to 125. Note this was due to the successful reception of the program by schools, parents and communities, as well as cash-strapped schools being unable to fund guards and turning their sites over to TAM.

Counts were conducted in March and April of 2010 and again in May 2014. Care was taken to communicate with each school near each location to determine special days that might affect the number of children walking. The exact day that counts were to take place was not provided to the school; however, no counts were conducted on Fridays or within two days of Spring Break. Counts were performed for two hours in the morning and two hours in the afternoon. Data was collected in 15 minute intervals to determine peak hours of use.

Counting staff were provided the following parameters:

- School age bicyclists and pedestrians were to be separated from all other bicyclists and pedestrians;
- A school age pedestrian was defined as age 5 to 13;
- School age bicyclists using the crosswalk were counted as school age pedestrians;
- Vehicle counts included all turning movements;
- Volume for a crosswalk was determined by all vehicles that actually crossed the crosswalk.

After sorting for the initial criteria, each crosswalk was scored in accordance with the new adopted criteria. The scoring includes points applied for vehicle volumes, school age pedestrian volumes, intersection skew angle, stopping sight distance, location on a horizontal curve, speed limit, and other factors provided by public works staff. Other factors included accident history involving pedestrians or bicyclists, nearby intersections, bus stops limiting visibility, and multiple lanes to cross. The list also assumed that pedestrians who cross on opposite sides of a location will utilize the services of a crossing guard. School age pedestrian volumes were combined across an intersection where applicable. Public Work Directors were provided the list and asked to state any objections.

The ranked list was approved by the full TAM Board at the June 2010 meeting (revised in 2012), and again in July 2014. The most recent list has been in place since the 2014/2015 School Year.

Counts normally occur on a four year cycle and are not scheduled to occur again until the 2017/2018 School Year. During that time period conditions may change at schools including new travel patterns, changed attendance boundaries, grade level reconfiguration, school openings and closing, and several other factors.

At the December 2011 Board meeting, the TAM Board adopted a policy allowing for mid-cycle modifications to the ranked list based on requests for new locations from Public Works Directors and new counts of existing locations based on changed conditions.

Two additional locations were added to the Program during the 2016/2017 School Year. A guard was added at McAllister Avenue and Stadium Way near Kent Middle School. An additional guard was placed in front of San Ramon elementary School in Novato.

Currently the program provides 82 crossing guards with eight additional guards entirely paid for by Novato Unified School District, Kentfield School District, and Mark Day School, Dixie School district, and Larkspur-Corte Madera School District. San Rafael City Schools, Ross School District, Reed Union School District, and Larkspur-Corte Madera School District also provide guards at locations on the approved list; however, these guards are paid through direct payment to All City Management Services or utilize District forces.

## **DISCUSSION/ANALYSIS**

### Proposed Changes in Scoring Methodology

The Transportation Authority of Marin Technical Advisory Committee (TAC) formed the TAM Crossing Guard Program Recertification Ad Hoc Subcommittee to review the recertification process and provide recommendations and findings related to the following elements of the TAM Crossing Guard Program recertification process:

- 1) The timing of the pedestrian and vehicle counts during the school year to allow for the reevaluation to be complete in time to notify schools and school districts of changes to the Program before the end of the school year preceding the school year during which changes to the Program will take effect;
- 2) The method used for collecting the pedestrian, bicycle and vehicle count data, e.g. video, manual, or other method(s);
- 3) A method to eliminate some of the locations from the master list that are evaluated during the recertification process to minimize the cost of collecting, compiling and analyzing the pedestrian, bicycle and vehicle count data for the recertification process; and
- 4) The “*TAM Crossing Guard Program Location Scoring Criteria*” adopted in 2009 for use in developing a relative ranking of the locations for determining which locations will receive funding through the Crossing Guard Program.

There are currently 147 locations on the master list. Locations on the master list are evaluated and scored during “recertification” cycles to comply with the Measure A Transportation Expenditure Plan (TEP) requirements. The recertification process uses the “*TAM Crossing Guard Program Location Scoring Criteria*” adopted in 2009 to develop a relative ranking of the locations.

The number of locations to be scored has a direct impact on the cost of the recertification process (funding which could otherwise fund additional locations), and as the number of locations on the master list has increased, so has the cost of the recertification process. The number of locations scored for the 2010 recertification was 125. In 2012, four (4) locations were added to the list for a total of 129 locations, and in 2014, 132 locations were scored as part of the recertification cycle with five (5) locations added after the recertification for a total of 137 currently ranked locations. There are currently 147 locations on the master list for the next recertification, including ten (10) locations which do not have scores adopted by the TAM Board. Attachment A shows the current list of 147 locations and their rankings from 2012 and 2014. Note, the 2012 ranking was an update of the 2010 ranking with a few new locations added. Most scores used in the 2012 List were generated as part of the 2010 list.

The Subcommittee met with TAM staff in May, June and September of 2016 to review the TAM Crossing Guard Program recertification process. This item was discussed at the January 19, 2017, and February 16, 2017 TAC meetings, and adopted at the March 16, 2017 TAC meeting.

Currently, all of the locations on the master list are evaluated and scored during “recertification” cycles to comply with the Measure A Transportation Expenditure Plan (TEP) requirements. The location scoring criteria, adopted in 2009, are based primarily on pedestrian, bicycle and vehicle count data gathered at each location during the recertification process. Data is collected for all the locations on the master list and each location is given a score for ranking relative to all other locations on the list. The ranked list is then used to determine which locations will be funded through the TAM Crossing Guard Program.

The Authority Board has adopted policies to address the need for adding locations to the list between recertification cycles, and for updating the scoring data for locations which experience changes in conditions affecting school travel patterns between recertification cycles. TAM staff maintains a current set of scoring data for each location on the master list.

The number of locations scored has a direct impact on the cost of the recertification process. Increasing direct costs for data gathering along with increases in the number of locations on the master list have increased the cost of the recertification process. The number of locations scored for the 2010 recertification was 125. In 2012, four (4) locations were added to the list for a total of 129 locations, and in 2014, 137 locations were scored. There are currently 147 locations on the master list.

The current location scoring criteria has been used for the 2010 and 2014 recertification cycles, and for an off-cycle update approved by the TAM Board in 2012 to add new locations and update count data for locations with changed conditions in accordance with approved policy. Attachment A shows the current list of 147 locations with the rankings from 2012 and 2014.

### **Recommendations**

The TAC approved the following recommendations related to the TAM Crossing Guard Program recertification process:

- 1) Pedestrian, bicycle and vehicle count data should be collected during the early part of the school year, i.e. before mid-November;
- 2) Pedestrian, bicycle and vehicle count data should be collected using the most cost-effective method, or methods, available to provide the data required for scoring. Data should be collected for two days, unless circumstances warrant additional collection to ensure sufficient data for scoring;
- 3) New data should only be collected for locations that were not ranked in the top 30 or that ranked 110 or below in the 2012 and 2014 rankings as shown in Attachment A;
- 4) The “*TAM Crossing Guard Program Location Scoring Criteria*” adopted in 2009 should continue to be used in developing a relative ranking of the locations for determining which locations will receive funding through the Crossing Guard Program;
- 5) The limit of only one guard per location, even where opposite crosswalks qualify, should be continued; and
- 6) Locations at which TAM is providing a crossing guard funded by others should remain on the master list of locations, and scoring data for such locations should be collected during recertification cycles.

### **Recommendation Detail:**

The Subcommittee developed the following in depth recommendations (summary of which is presented above). Further detail of each recommendation is presented below:

- 1) Pedestrian, bicycle and vehicle count data should be collected during the early part of the school year, i.e. before mid-November, so the scoring can take place to allow for a draft ranked list to be developed

- and distributed for review in the January-February timeframe. A final ranking in March would allow time to notify the schools and school districts about any pending changes to the Crossing Guard Program before the end of the school year. TAM has historically notified individual schools and school districts about upcoming changes to the Crossing Guard Program before the changes are implemented so the schools and districts can notify students and families about the pending changes. Changes have typically been implemented at the beginning of the school year, so the schools and districts must be notified before the end of the preceding school year.
- 2) Pedestrian, bicycle and vehicle count data should be collected using the most cost-effective method, or combination of methods, available to provide the data required for scoring. In the most recent data collection cycle, video data capture methods were used and complemented by manual counts. Previous data collection cycles used only manual counts. The numbers of days on which data is collected should be reduced to two days (the video data was typically collected over three days). Additional data can be collected for certain locations on a case-by-case basis to ensure sufficient data for scoring.
  - 3) Identify any locations that have ranked in the top 30 in both the 2012 and 2014 rankings as shown in Attachment A, and any locations that have ranked 110 or below, in both the 2012 and 2014 rankings. Only perform data collection for locations that are not included in either the “Top 30,” or the “110 or Below,” groups to reduce the number of locations for which count data must be collected and analyzed. Some concerns were expressed at the TAC meeting related to locations getting “stuck” in the bottom group and not being considered for future eligibility based on lack of updated count data. A similar concern was expressed for locations being “grandfathered” into the top 30 group. It was noted that concerns about locations being excluded from future funding eligibility due to the lack of updated count data are addressed by the current policy which allows for an evaluation of any location at any time upon request by the local public works department. A public works department can request an evaluation in the future based on an observed increase, or decrease, in pedestrian and bicycle volumes at any location, including locations which are not counted in the upcoming recertification cycle based on this recommendation. This recommendation will eliminate the need to collect data for 28 locations (11 locations in the 110 or below group plus 17 locations in the top 30 group as shown in Attachment A).
  - 4) Continue to use the “*TAM Crossing Guard Program Location Scoring Criteria*” adopted in 2009 for use in developing a relative ranking of the locations for determining which locations will receive funding through the Crossing Guard Program with minor revisions to provide clarification. The Ad Hoc Subcommittee made a clarification regarding pedestrian count data for uncontrolled intersections to be used for scoring. The current scoring criteria states that the scoring for school-aged pedestrian volumes at uncontrolled intersections is based on the daily pedestrian volume, but daily volumes are not counted. The clarification is that the scoring for school-aged pedestrian volume is based on the combined a.m. and p.m. peak hour volume rather than the daily volume. The Subcommittee also made recommendations for incorporating accident data gathered by others into the scoring process. The location scoring criteria includes extra points for documented accident histories. Attachment B shows the scoring criteria with the change from “daily” to “combined a.m. and p.m.” reflected.
  - 5) An overall goal of the Program has been to maximize the number of locations with a crossing guard. At one site, two opposite crosswalks score high enough to qualify for separate guards. Efforts have been made to consolidate users to one side of the intersection without success. Requests have been made by the crossing guard vendor and the School District to add a second guard. The Ad-Hoc felt that the Program would be better served limit the guards to one per location.
  - 6) A location exists where the students experience no conflict with vehicles due to traffic signal phasing that has eliminated all other movements during crossing. The Ad-Hoc felt this crossing guard should be maintained.
  - 7) The TAM Crossing Guard Program currently allows for a crossing guard to be deployed through the TAM contract with the company providing crossing guards at locations requested and funded

by others, i.e. the sponsoring entity reimburses TAM for cost of crossing guard. It is recommended that locations at which a crossing guard is deployed through the TAM contract and funded by others should remain on the TAM Crossing Guard Program master list of locations.

### **FISCAL CONSIDERATION**

The \$110,000 in the approved 2018 budget assumes that the current scores for 28 locations will remain and not require new counts. Should the TAM Board wish to proceed with counting all sites, then the budget would have to be revised.

### **NEXT STEPS**

Forward recommendations for revised scoring and counting methodology to the full TAM Board along with any requested changes.

### **ATTACHMENTS**

Attachment A – List showing Rankings in 2012 and 2014 Lists  
Attachment B – Proposed Changes to Crossing Guard Scoring Criteria

**Transportation Authority of Marin  
TAM Crossing Guard Program Recertification Process**

**Executive Committee Meeting June 12, 2017  
Attachment A**

**TAM Crossing Guard Program 2012 and 2014 Location Rankings**

TAM Site No.	Location	City/Community	2012 Rank	2014 Rank	Notes	Count in 2017
1	Mt Shasta & Idylberry	Lucas Valley	43	68		Y
2	Las Gallinas & Miller Creek Rd	Marinwood	12	62		Y
3	Nova Albion Way at Vallecito School	San Rafael	4	3	Note 1	N
4	Nova Albion Way & Arias Street	San Rafael	90	64		Y
5	Sir Francis Drake Blvd & Laurel Grove Ave	Kentfield	58	49		Y
6	College Ave & Woodland Ave (East Side)	Kentfield	47	58		Y
7	College Ave & Stadium Way	Kentfield	34	50		Y
8	Sir Francis Drake Blvd & Wolfe Grade	Kentfield	105	123		Y
9	Sir Francis Drake Blvd & College Ave	Kentfield	65	71		Y
10	Tam Racket Club & Doherty Rd	Larkspur	3	42		Y
11	Corte Madera & Tamalpais Dr (& Redwood)	Corte Madera	92	128		Y
12	Doherty Dr at Piper Park Crosswalk	Larkspur	36	4		Y
13	Magnolia Ave & King St	Larkspur	51	45		Y
14	E Blithedale & Lomita Ave	Mill Valley	19	9	Note 1	N
15	Throckmorton Ave & Old Mill St	Mill Valley	22	74		Y
16	E Strawberry Dr at Strawberry School	Marin County	9	14	Note 1	N
17	Bell Lane & Enterprise Concourse	Mill Valley	20	37		Y
18	Tiburon Blvd & Blackfield Dr	Tiburon	80	27		Y
19	Camino Alto & Sycamore Ave	Mill Valley	18	18	Note 1	N
20	Tiburon Blvd & Avenida Mireflores	Tiburon	66	53		Y
21	Tiburon Blvd & Lyford Dr	Tiburon	13	20	Note 1	N
22	Tiburon Blvd & Trestle Glen	Tiburon	72	80		Y
23	Lagunitas & Allen Avenue	Ross	39	35		Y
24	Lagunitas & Ross Common	Ross	59	15		Y
25	Sir Francis Drake Blvd & Lagunitas	Ross	106	91		Y
26	Sir Francis Drake Blvd & Oak Manor	Fairfax	108	120		Y
27	Butterfield Rd & Green Valley Court	Sleepy Hollow	25	26	Note 1	N

**Transportation Authority of Marin  
TAM Crossing Guard Program Recertification Process**

**Executive Committee Meeting June 12, 2017  
Attachment A**

**TAM Crossing Guard Program 2012 and 2014 Location Rankings**

TAM Site No.	Location	City/Community	2012 Rank	2014 Rank	Notes	Count in 2017
28	Sir Francis Drake Blvd & Broadmoor Ave	San Anselmo	97	121		Y
29	Sir Francis Drake Blvd & Bolinas Ave	San Anselmo	103	133		Y
30	Sir Francis Drake Blvd & Tamal Ave	San Anselmo	48	69		Y
31	Sir Francis Drake Blvd & Barber Ave/Ross Ave	San Anselmo	113	124	Note 2	N
32	Bahia Way & Kerner Blvd	San Rafael	7	1	Note 1	N
33	N San Pedro & Roosevelt	Santa Venitia	63	72		Y
34	Bahia Way at School Entrance	San Rafael	28	32		Y
35	Kerner Blvd & Canal St	San Rafael	35	33		Y
36	177 N San Pedro Road	Santa Venitia	5	30	Note 1	N
37	Knight Dr & Ashwood Ct	San Rafael	49	13		Y
38	Woodland Ave & Siebel	San Rafael	94	118		Y
39	5th Ave & River Oaks Dr	San Rafael	23	38		Y
40	Happy Lane & 5th Ave	San Rafael	50	40		Y
41	Oak Manor (mid-block at school)	Fairfax	60	17		Y
42	Sir Francis Drake Blvd & Oak Tree Lane	Fairfax	8	5	Note 1	N
43	Center Rd & Wilson Ave	Novato	64	31		Y
44	Center Rd & Leland Dr	Novato	6	8	Note 1	N
45	S Novato Blvd & Sunset Pkwy	Novato	53	83		Y
46	Sutro Ave & Dominic Dr	Novato	24	10	Note 1	N
47	Arthur & Cambridge St	Novato	14	110		Y
48	S Novato Blvd & Yukon Way	Novato	56	77		Y
49	San Marin Dr & San Ramon Way	Novato	79	85		Y
50	San Ramon Way & San Benito Way	Novato	21	28	Note 1	N
51	Diablo Ave & Hotchkin Dr	Novato	102	111		Y
52	Alameda De La Loma & Calle De La Mesa	Ignacio	17	56		Y
53	Paladini & Vineyard	Novato	10	11	Note 1	N
54	Wilson & Vineyard	Novato	76	25		Y

**Transportation Authority of Marin  
TAM Crossing Guard Program Recertification Process**

**Executive Committee Meeting June 12, 2017  
Attachment A**

**TAM Crossing Guard Program 2012 and 2014 Location Rankings**

TAM Site No.	Location	City/Community	2012 Rank	2014 Rank	Notes	Count in 2017
55	W Castlewood Dr & Knight Dr	San Rafael	54	99		Y
56	Avenida Mireflores at School	Tiburon	29	46		Y
57	Mohawk (in front of Neil Cummins School)	Corte Madera	26	39		Y
58	Tamalpais Dr & Eastman Ave	Corte Madera	84	103		Y
59	Butterfield Rd (in front of School)	San Anselmo	46	61		Y
60	Sunset Pkwy & Lynwood Dr	Novato	73	34		Y
61	Karen Way (in front of school)	Tiburon	30	43		Y
62	Blackstone & Las Gallinas	Marinwood	74	86		Y
63	Las Gallinas & Elvia Ct	Marinwood	75	54		Y
64	Lomita Dr (in front of Edna Maguire School)	Mill Valley	40	75		Y
65	Sir Francis Drake Blvd & Marinda Dr	Fairfax	44	7		Y
66	Ross & Kensington	San Anselmo	95	108		Y
67	Sir Francis Drake Blvd & Butterfield Rd	San Anselmo	93	95		Y
68	Sunset Pkwy & Ignacio Blvd	Novato	86	12		Y
69	Olema-Bolinas Rd & Mesa	Bolinas	127	126	Note 2	N
70	Olema-Bolinas Road (in front of school)	Bolinas	96	59		Y
71	Marinwood Ave & Miller Creek Rd	Marinwood	99	105		Y
72	Nova Albion Way & Las Gallinas Ave	San Rafael	52	89		Y
73	Sir Francis Drake Blvd & Meadow Way	San Geronimo	110	114	Note 2	N
74	Hickory Ave (near Mohawk)	Corte Madera	27	44		Y
75	Magnolia Ave & Wiltshire Ave	Larkspur	62	66		Y
76	Harvard Ave & Wellesley	Tamalpais Valley	117	132	Note 2	N
77	E Blithedale & Elm Ave	Mill Valley	70	70		Y
78	Ricardo Ln & E Strawberry Dr	Marin County	101	78		Y
79	Gibson & Shoreline	Tamalpais Valley	120	87		Y
80	Montford Ave & Melrose Ave	Tamalpais Valley	109	127		Y
81	Melrose Ave & Evergreen Ave	Tamalpais Valley	91	81		Y

**Transportation Authority of Marin  
TAM Crossing Guard Program Recertification Process**

**Executive Committee Meeting June 12, 2017  
Attachment A**

**TAM Crossing Guard Program 2012 and 2014 Location Rankings**

TAM Site No.	Location	City/Community	2012 Rank	2014 Rank	Notes	Count in 2017
82	Tiburon Blvd & E Strawberry Dr	Marin County	118	92		Y
83	Evergreen Ave & Ethel Ave	Tamalpais Valley	114	113	Note 2	N
84	Richmond & Belle	San Anselmo	38	100		Y
85	Richmond & Mariposa	San Anselmo	115	119	Note 2	N
86	Tiburon Blvd & Kleinert Way	Tiburon	61	57		Y
87	Tiburon Blvd & Stewart Dr	Tiburon	87	67		Y
88	Blackfield Dr & Karen Way	Tiburon	107	134		Y
89	Woodland (at back entrance of school)	San Anselmo	77	117		Y
90	Sir Francis Drake Blvd & Aspen Court	San Anselmo	128	130	Note 2	N
91	Sir Francis Drake Blvd & Saunders Ave	San Anselmo	122	102		Y
92	Sequoia & Miracle Mile	San Anselmo	112	129	Note 2	N
93	Woodland Ave & Eva	San Rafael	68	96		Y
94	Woodland Ave & Lovell Ave	San Rafael	98	94		Y
95	Racquet Club Dr & 5th Ave	San Rafael	88	101		Y
96	Bellam Blvd & Francisco Blvd East	San Rafael	126	135	Note 2	N
97	Bellam Blvd & I-580 on ramp	San Rafael	124	106		Y
98	Bellam Blvd & I-580 off ramp	San Rafael	125	104		Y
99	Bellam Blvd & Anderson Dr	San Rafael	121	97		Y
100	Olive Ave & Summers Ave	Novato	119	107		Y
101	One Main Gate Road at School	Novato	41	19		Y
102	Wilson Ave at X-walk to field	Novato	83	55		Y
103	Tinker Way & Bowling Circle	Novato	116	76		Y
104	Center Rd & Tamalpais Ave	Novato	37	73		Y
105	Center Rd & Diablo Ave	Novato	45	79		Y
106	Adams St & Johnson St	Novato	33	47		Y
107	Sunset Parkway & Merritt Dr	Novato	69	2		Y
108	Lovell Ave & Old Mill St	Mill Valley	42	29		Y

**Transportation Authority of Marin  
TAM Crossing Guard Program Recertification Process**

**Executive Committee Meeting June 12, 2017  
Attachment A**

**TAM Crossing Guard Program 2012 and 2014 Location Rankings**

TAM Site No.	Location	City/Community	2012 Rank	2014 Rank	Notes	Count in 2017
109	Nova Albion & Monticello	San Rafael	15	109		Y
110	Belle Ave (in front of school)	San Rafael	89	51		Y
111	Lincoln Ave & Paloma (east side of Lincoln)	San Rafael	111	131	Note 2	N
112	Grand Ave & Jewell St	San Rafael	85	122		Y
113	Sir Francis Drake Blvd & Manor Rd	Kentfield	100	88		Y
114	Sir Francis Drake Blvd & Bon Air Rd	Kentfield	82	90		Y
115	Sir Francis Drake Blvd & S Eliseo Dr	Kentfield	129	116	Note 2	N
116	Golden Hind Passage (in front of school)	Corte Madera	71	112		Y
117	E Blithedale & Buena Vista Ave	Mill Valley	67	84		Y
118	Woodland Ave & Lindaro St	San Rafael	16	23	Note 1	N
119	Miller Ave & Evergreen Ave	Mill Valley	2	21	Note 1	N
120	San Marin Dr & San Carlos Way	Novato	123	93		Y
121	Sir Francis Drake & Glen Dr	Fairfax	1	16	Note 1	N
122	Miller Ave & Almonte Blvd	Mill Valley	55	36		Y
123	Sutro Ave (in front of Pleasant Vly Elementary)	Novato	11	24	Note 1	N
124	Olive Avenue (in back of school)	Novato	31	48		Y
125	Wilson Ave & Hansen Road	Novato	104	136		Y
126	Shoreline Hwy & Almonte Blvd	Tamalpais Valley	32	65		Y
127	Redwood Hwy & S.B. Seminary Dr Ramp	Mill Valley	57	63		Y
128	Redwood Hwy & DeSilva Dr (at POC)	Marin County	81	137		Y
129	Marin St & Bayview St	San Rafael	78	125		Y
130	Shoreline Highway & Pine Hill Road	Tamalpais Valley	NA	41	Note 3	Y
131	Kleinert Way & Neds Ave	Tiburon	NA	82	Note 3	Y
132	San Benito Way & San Ramon Way (south)	Novato	NA	52	Note 3	Y
133	Arthur Street & Taft Court/Tyler Street	Novato	NA	115	Note 3	Y
134	Ross Common (at Post Office)	Ross	NA	22	Note 3	Y
135	Paradise Drive at Seawolf Passage	Corte Madera	NA	98	Note 3	Y

**Transportation Authority of Marin  
TAM Crossing Guard Program Recertification Process**

**Executive Committee Meeting June 12, 2017  
Attachment A**

**TAM Crossing Guard Program 2012 and 2014 Location Rankings**

TAM Site No.	Location	City/Community	2012 Rank	2014 Rank	Notes	Count in 2017
136	Tiburon Blvd & Mar West St	Tiburon	NA	6	Note 3	Y
137	Spindrift Passage & Prince Royal Passage	Corte Madera	NA	60	Note 3	Y
138	Arthur Street (in front of HS)	Novato	NA	NA	Note 4	Y
139	Sutro Avenue & Center Road	Novato	NA	NA	Note 4	Y
140	Shoreline Highway (in front of West Marin School)	Point Reyes Station	NA	NA	Note 4	Y
141	Arias Street & Trellis Drive	San Rafael	NA	NA	Note 4	Y
142	Tiburon Boulevard and San Rafael Avenue	Tiburon	NA	NA	Note 4	Y
143	South Novato Boulevard and Lark Court	Novato	NA	NA	Note 4	Y
144	Main Gate Road and C Street	Novato	NA	NA	Note 4	Y
145	San Ramon Way and San Juan Court	Novato	NA	NA	Note 4	Y
146	Almonte Boulevard and Rosemont Avenue	Tamalpais Valley	NA	NA	Note 4	Y
147	McAllister Avenue and Stadium Way	Kentfield	NA	NA	Note 4	Y

**Notes:**

- 1) Location ranked in top 30 in 2012 and 2014 lists
- 2) Location ranked below 110 in 2012 and 2014 lists
- 3) New location and count data added in 2014
- 4) New location added since 2014 Ranked List was approved
- 5) 17 Locations ranked in top 30 for both 2012 and 2014 Rankings
- 6) 11 Locations below Rank 110 for both 2012 and 2014 Rankings

**Transportation Authority of Marin  
TAM Crossing Guard Program Recertification Process**

**Executive Committee Meeting: June 12, 2017  
Handout Attachment B**

**TAM Crossing Guard Program Location Scoring Criteria**

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

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**DATE:** June 12, 2017

**TO:** Transportation Authority of Marin Programming and Projects Executive Committee

**FROM:** Dianne Steinhauser, Executive Director  
Dan Cherrier, Principal Project Delivery Manager  
James O'Brien, Crossing Guard Coordinator

**SUBJECT:** Assessment of Crossing Guard Program (Action) – Agenda Item 6b

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## **RECOMMENDATION**

Forward to the full TAM Board a recommendation to accept the 2017 Crossing Guard Assessment Report.

## **BACKGROUND**

The TAM Crossing Guard program provides trained crossing guards for critical intersections throughout Marin County. As committed in the Transportation Sales Tax (Measure A) Expenditure Plan, the program uses trained crossing guards under contract to a professional company that specializes in crossing guard programs. Under contract to TAM, All City Management Services currently provides guards under the close supervision of TAM staff. The current 2016/2017 school year is the eleventh year during which crossing guards have been funded by the TAM Crossing Guard Program. TAM also has an agreement with several school districts to provide guards on a reimbursed basis.

## **DISCUSSION/ANALYSIS**

Measure A requires that the Crossing Guard Program be assessed periodically, and the Measure A Crossing Guard Program 2016-17 Assessment Report summarizes a survey conducted during the 2016-17 regular school year as part of recurring reviews of the Program. The 2016-17 Parent/Student Questionnaire was distributed with a focus on nine schools served by the Crossing Guard Program throughout Marin County. Some schools opted for a link to an on-line survey in lieu of a printed survey. The printed surveys were typically completed by the student during school hours (for middle school grades) or sent home with the student to be completed with the parents (for elementary school grades). The link to the on-line survey was distributed by the schools and/or school districts using their email lists.

The questions in the 2016-17 Questionnaire were the same as the two previous surveys conducted during the 2008-09 and 2012-13 school years, and the survey was distributed to the same list of nine schools. More than 3,700 printed surveys were distributed and more than 1600 complete responses were collected. Incomplete responses were removed from the responses deemed complete and the Assessment Report only includes the complete responses. The total number of responses, both printed and on-line, included in the Assessment Report is 2,139.

The Assessment Report reflects a strong overall support of the Marin County Crossing Guard Program. When asked if crossing guards are a good way to use transportation funding, eighty-nine percent (89%) of

respondents, both parents and students, indicated they feel the Crossing Guard Program is a good use of transportation funding.

Note, Appendix D of the Assessment Report is undergoing final Quality Assurance and will be available for review by staff at the Committee Meeting.

### **FISCAL CONSIDERATION**

The Assessment Report was included in the 2017 Strategic Plan and was completed using in-house staff and the on-call consultant contract.

### **NEXT STEPS**

Forward the Crossing Guard Assessment Report to the full TAM Board with any comments.

### **ATTACHMENTS**

Attachment A – 2017 Crossing Guard Evaluation Report Executive Summary without Appendix D



# **Measure A Crossing Guard Program 2016-17 Assessment Report**

**June 2017**



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Appendix D: Summary of Additional Information and Comments Received..... D-1

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## Executive Summary

The Marin County Transportation Sales Tax Expenditure Plan, approved by voters in 2004 as Measure A, committed a portion of the sales tax revenues to the Measure A Crossing Guard Program. The Crossing Guard Program is included in the overall Measure A Program under *Strategy 4: School Related Congestion and Safer Access to Schools*.

Measure A included a requirement that the programs included in Strategy 4 be assessed regularly through a public process involving parents, school officials and students throughout Marin County. The Transportation Authority of Marin conducted a survey as part of the required assessment for the Crossing Guard Program during the 2016-17 regular school year. This was the third such survey since the passage of Measure A. The previous assessments were performed in the 2008-09 and 2012-13 school years. The Measure A Crossing Guard Program 2016-17 Assessment Report documents the assessment and the findings based on the survey.

The assessment consisted primarily of a survey distributed to parents and students at a sampling of seven elementary and two middle schools currently served by the Crossing Guard Program. The survey was distributed in print to five of the seven elementary schools and the two middle schools, and via a link to an on-line survey to the school districts of the remaining two elementary schools.

More than 3,700 surveys were distributed in print to seven schools and 1,771 responses were collected at the end of the survey period. Some survey responses contained irregularities such as blank answers. One hundred fifty-three (153) of the 1,771 responses received were deemed incomplete due to irregularities. The remaining 1,618 responses were deemed “complete” and are included in the analysis documented in this 2016-17 Assessment Report.

A total of 570 responses were received on-line, of which 521 were deemed complete and are included in the analysis for this Report.

Surveys from a total of 21 schools were received, including six schools from which less than three responses each were received. The 2,139 responses analyzed for this Report include 875 from parents (including 8 respondents identifying themselves as “Other”) and 1,264 from students.

By comparison, the 2012-13 and 2008-09 Assessment Reports included analysis of 1,961 and 977 total responses, respectively.

### **2,139 Complete Responses**

**875 from Parents (41%)**

**1,264 from Students (59%)**

**1,618 from Hardcopy (76%)**

**521 from On-Line (24%)**

The survey had three primary objectives:

1. To determine the level of awareness of the Measure A Crossing Guard Program;
2. To determine whether or not the presence of crossing guards influences travel choices for students that walk or ride a bicycle to and from school on most school days; and
3. To determine whether or not the communities served by the Crossing Guard Program consider the expenditure of Measure A funds a good investment.

The responses to the survey indicate the following:

- Almost all of the respondents are aware of the crossing guards, but only one in six parents knows that Measure A provides funding for crossing guards.
- Approximately four-fifths (4/5) of the students that walk or ride a bicycle to school reported they use a crosswalk where a crossing guard is on duty on most school days.
- A significant majority of the students that walk or ride their bicycle on most school days regularly use a crosswalk where a crossing guard is on duty and feel more comfortable knowing the crossing guards are at certain locations.
- Based on responses from parents and students combined, approximately one in seven of the students that walk or ride their bicycle on most school days reported they changed from being driven to school in a car to walking or bicycling, in part, due to the presence of the crossing guards.
- Almost all of the parents, i.e. ninety-eight percent (98%) indicated they believe the Crossing Guard Program is a valuable investment of Measure A funds along with almost eight in ten of the students.

The Crossing Guard Program continues to achieve its primary objective of increasing the number of students that walk or ride their bicycle in lieu of being driven to school. The survey results indicate that the communities served by the Crossing Guard Program consider the crossing guards an important and valuable aspect of travel to and from school. In addition to the eleven questions contained in the survey, respondents were afforded the opportunity to provide additional information and/or comments. A large majority of the comments received reflect a strong appreciation for the Crossing Guard Program and for individual guards. The comments received are shown in Appendix D of this Report.

### **98% Approval !!**

*\* From parents when asked if the Crossing Guard Program is a good way to spend transportation funding (Students were at 83%)*

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## Introduction

The Marin County Transportation Sales Tax Expenditure Plan, approved by voters in 2004 as Measure A, committed a portion of the sales tax revenues to the Measure A Crossing Guard Program. The Crossing Guard Program is included in the overall Measure A Program under *Strategy 4: School Related Congestion and Safer Access to Schools*.

The Transportation Authority of Marin conducted a survey as part of the required assessment for the Crossing Guard Program during the 2016-17 regular school year. This was the third such survey since the passage of Measure A. The previous assessments were performed in the 2008-09 and 2012-13 school years. The Measure A Crossing Guard Program 2016-17 Assessment Report documents the assessment and the findings based on the survey.

The Transportation Authority of Marin coordinated the 2016-17 assessment with the Authority's Technical Advisory Committee (TAC), the Marin Public Works Association (MPWA), the Marin Office of Education, School District offices, the Marin County Schools Superintendents, and the individual schools.

## Background and Purpose

The Transportation Authority of Marin (TAM) Crossing Guard Program is funded primarily by Measure A which authorized the collection of sales tax to implement the Measure A Transportation Expenditure Plan (TEP). Additional funding is provided from a Vehicle Registration Fee authorized by Measure B, and from local sources wishing to leverage the TAM Crossing Guard Program.

The Marin County Crossing Guard Program currently provides funding for 78 crossing guards during the regular school year with a mix of Measure A and Measure B funding. The 2016-17 regular school year represents the eleventh year of the Crossing Guard Program. The number of guards funded in a given year is dependent on the total amount of sales tax revenues received by the Authority, a percentage of which is made available for the Crossing Guard Program, and the amount available from the vehicle registration fee.

The Authority uses a set of criteria based on industry standards to determine if locations “qualify” for funding based primarily on vehicular and pedestrian traffic volumes at the specific locations. The criteria are vetted by the TAC and MPWA and the list of locations for each school year is approved by the Authority Board.

The questions in the 2016-17 Questionnaire were the same as the two previous surveys conducted during the 2008-09 and 2012-13 school years, and the survey was distributed to the same list of nine schools.

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More than 3,700 printed surveys were distributed to seven schools (five elementary and two middle) and 1,771 responses were collected. One hundred fifty-three (153) of the 1,771 responses received were deemed incomplete due to irregularities such as blank answers or multiple answers to questions requiring only one answer. The remaining 1,618 responses were deemed “complete” and are included in the analysis documented in this 2016-17 Assessment Report.

A total of 570 responses were received on-line, of which 521 were deemed complete and are included in the analysis for this Report.

The list for the sampling of schools to receive the survey was based on the list of schools involved in the previous two surveys. The original list was endorsed by the Marin County Schools Superintendents. One of the schools on the 2009 list was removed from the list because the crossing guard provided for the school had been discontinued.

Some schools do not distribute hardcopy materials for students to take home, except on rare occasions, and prefer to distribute materials such as the survey via electronic means, i.e. email. An on-line version of the survey was developed and a link was distributed to schools, or school districts, which prefer not to send hardcopies home with students. A list of the nine schools included in the sampling for the focused distribution of the survey is included in Appendix B.

The survey had three primary objectives:

1. To determine the level of awareness of the Measure A Crossing Guard Program;
2. To determine whether or not the presence of crossing guards influences travel choices for students that walk or ride a bicycle to and from school on most school days; and
3. To determine whether or not the communities served by the Crossing Guard Program consider the expenditure of Measure A funds a good investment.

Each of the questions in the survey can be directly related to one of the three objectives.

## **Methodology**

The Authority distributed approximately 3,700 copies of the survey to five elementary schools and two middle schools in May 2017. The Authority coordinated with the seven schools to determine how many Spanish versions were needed for each school. The Authority returned to the schools to collect the completed surveys and compiled the responses. Some of the surveys collected were incomplete or had conflicting information such as multiple choices where only one choice was requested. Responses containing irregularities were deemed “incomplete” and removed from the analysis.

The link to the on-line survey was distributed via email by the Reed School District office, and the Ross Valley School District office, and thereby made available to households with students at schools in addition to Reed Elementary or Manor Elementary (the two schools in those Districts included in the sampling group of nine schools). The on-line responses were downloaded at the end of the Survey period and compiled with the hardcopy responses.

In addition to the parent/student survey, informal interviews with school employees, officials, and public works employees were conducted to solicit feedback from individuals involved with providing crossing guard services. The feedback received from school employees, officials, and public works employees is incorporated into the ongoing efforts to manage the Crossing Guard Program along with feedback received on a regular basis.

## Responses

A total of 1,771 hardcopy surveys (out of approximately 3,700 distributed) were returned to the Authority from the schools that received the hardcopy version of the survey. One hundred fifty-three (153) of the surveys were deemed incomplete and excluded from further analysis. The remaining 1,618 “complete” responses were combined with the on-line responses and included in the analysis documented in this 2016-17 Assessment Report.

A total of 570 responses were received on-line, of which 521 were deemed complete and are included in the analysis for this Report.

Surveys from a total of 21 schools were received, including six schools from which less than three responses each were received. The 2,139 responses analyzed for this Report include 875 from parents (including 8 respondents identifying themselves as “Other”) and 1,264 from students.

By comparison, the 2012-13 and 2008-09 Assessment Reports included analysis of 1,961 and 977 total responses, respectively.

### **2,139 Complete Responses**

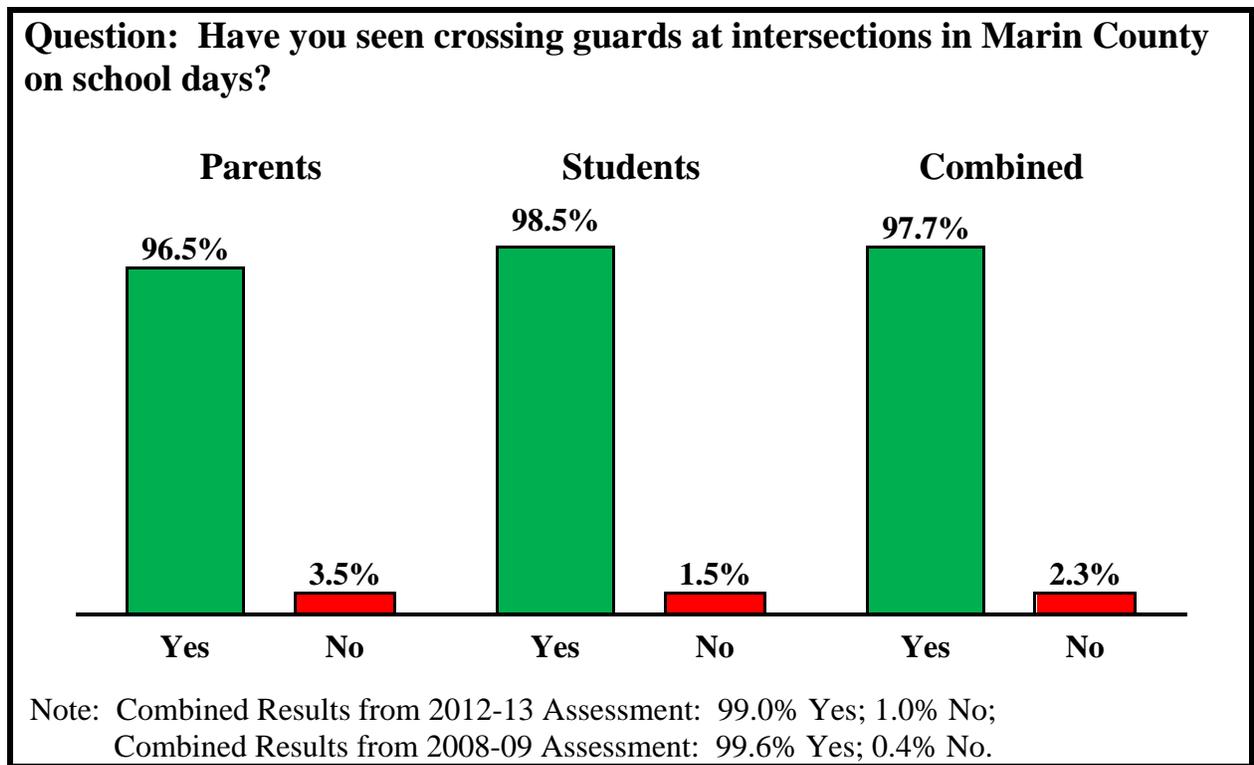
**875 from Parents (41%)**  
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**521 from On-Line (24%)**

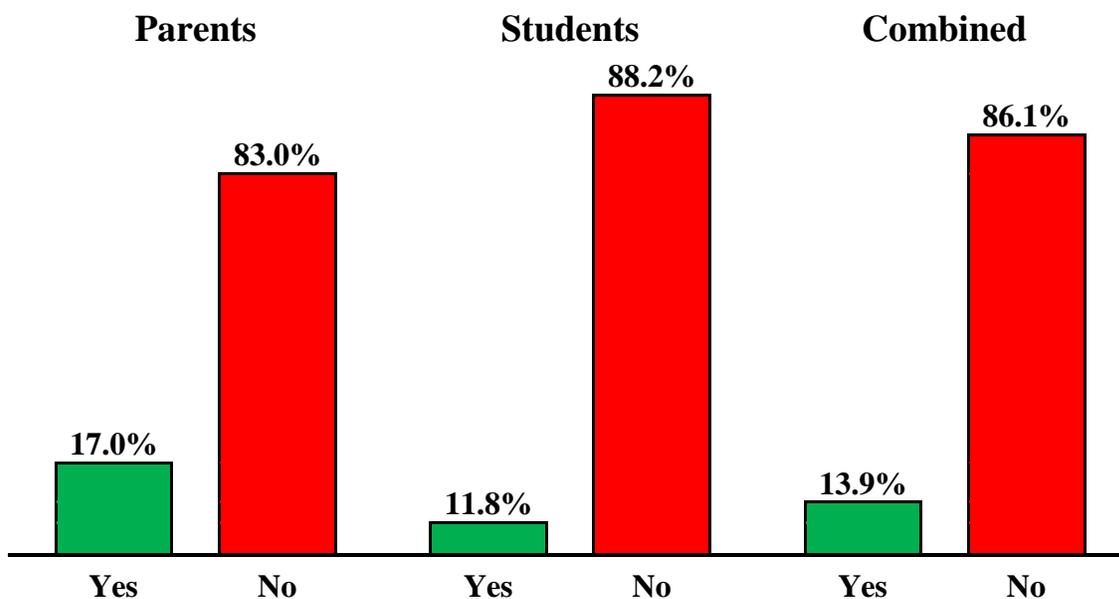
The feedback received from the informal interviews with school employees, officials, and public works employees was mostly positive and reflected support for the Crossing Guard Program. Some law enforcement agencies have provided crossing guard services while others do not actually serve as crossing guards but provide support through enforcement activities in school crossing areas, much of the time simply by their presence in the area.

The responses to individual questions from the survey are detailed below and are segregated according to which of the three objectives of the Assessment they are related. The responses detailed below are also separated into responses from parents and from students. The combined totals are included with a note comparing the responses from the previous Assessments in 2013 and 2009. (Note: The responses from the 2009 Assessment were not segregated between responses from parents and from students, but it was assumed that a majority of the responses received for the 2009 Assessment were provided by parents.)

**Objective 1: To determine the level of awareness of the Measure A Crossing Guard Program**

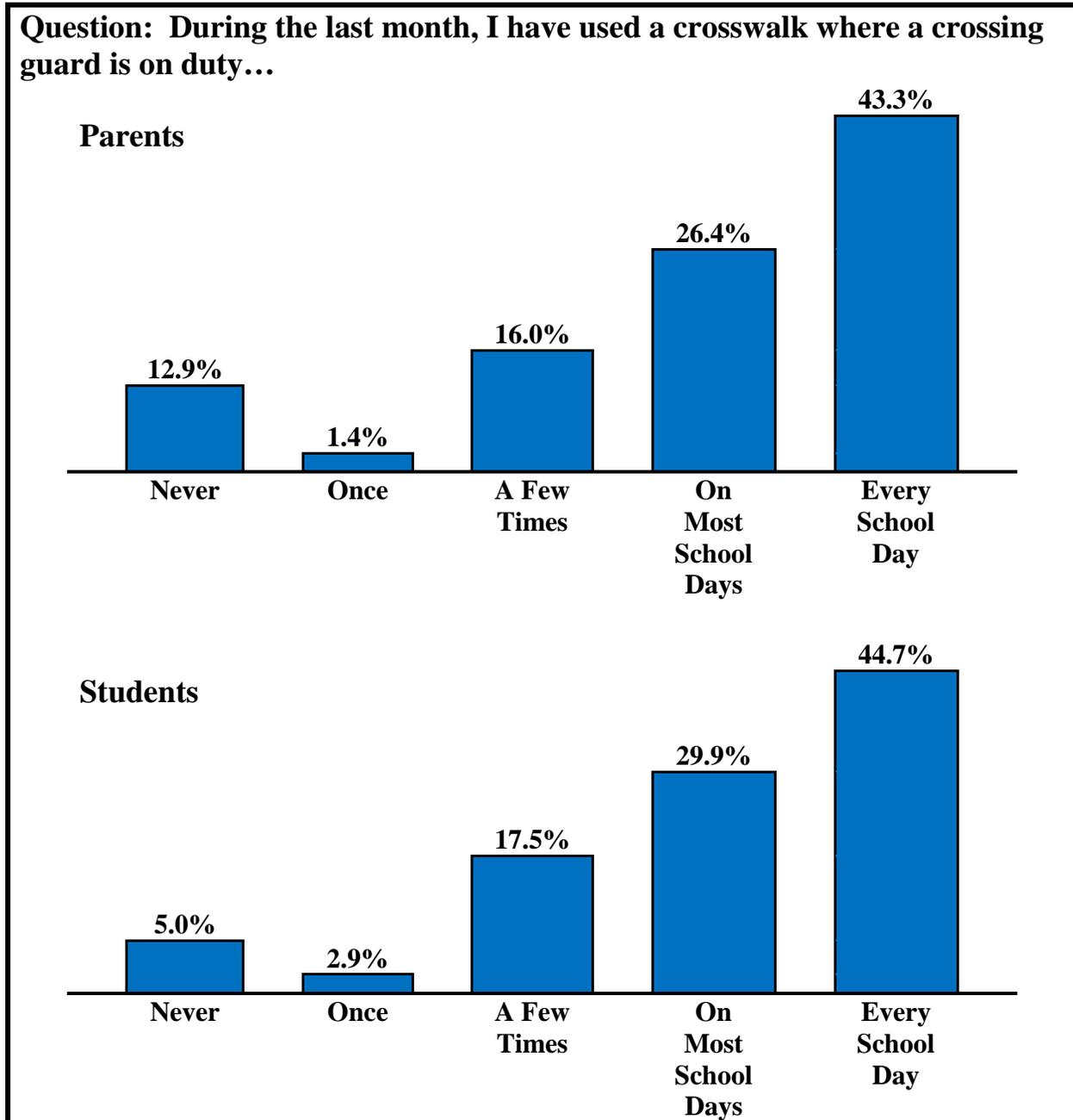


**Question: Do you know that funding for crossing guards in Marin County comes from the Transportation Authority of Marin Measure A countywide sales tax?**



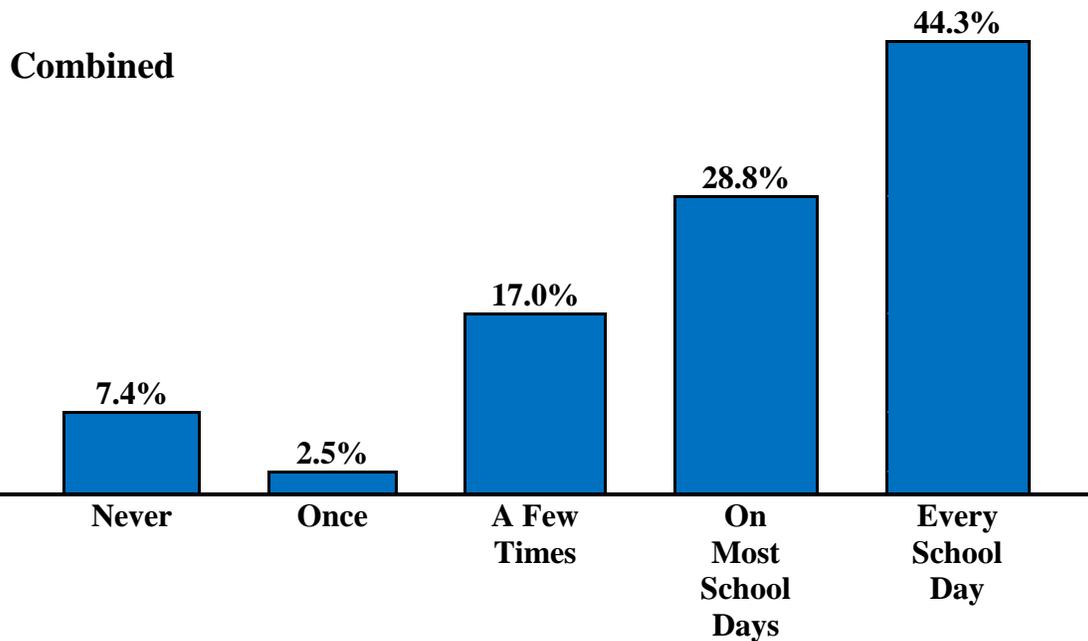
Note: Combined Results from 2012-13 Assessment: 15.3% Yes; 84.7% No;  
 Combined Results from 2008-09 Assessment: 14.4% Yes; 85.6% No.

**Objective 2: To determine whether or not the presence of crossing guards influences travel choices for students that walk or ride a bicycle to and from school on most school days**



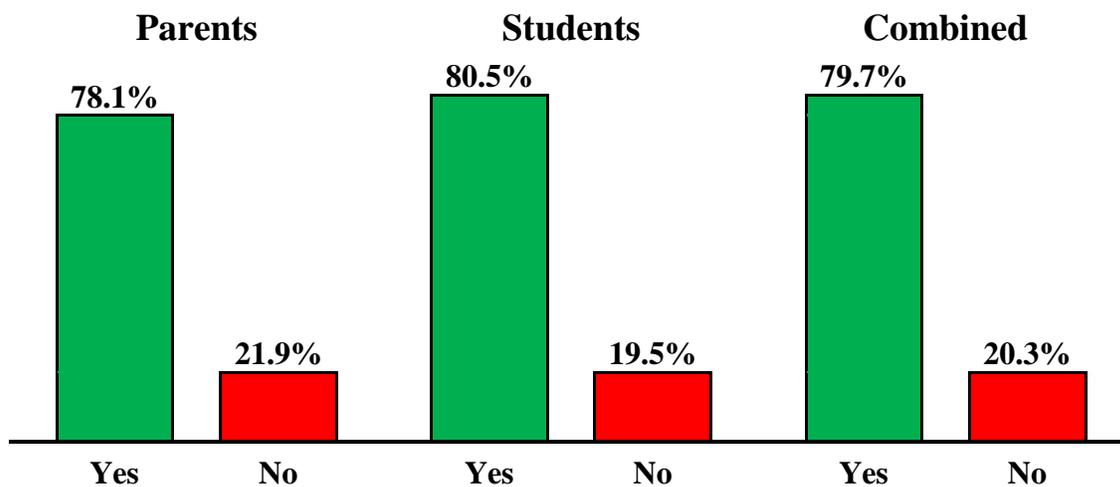
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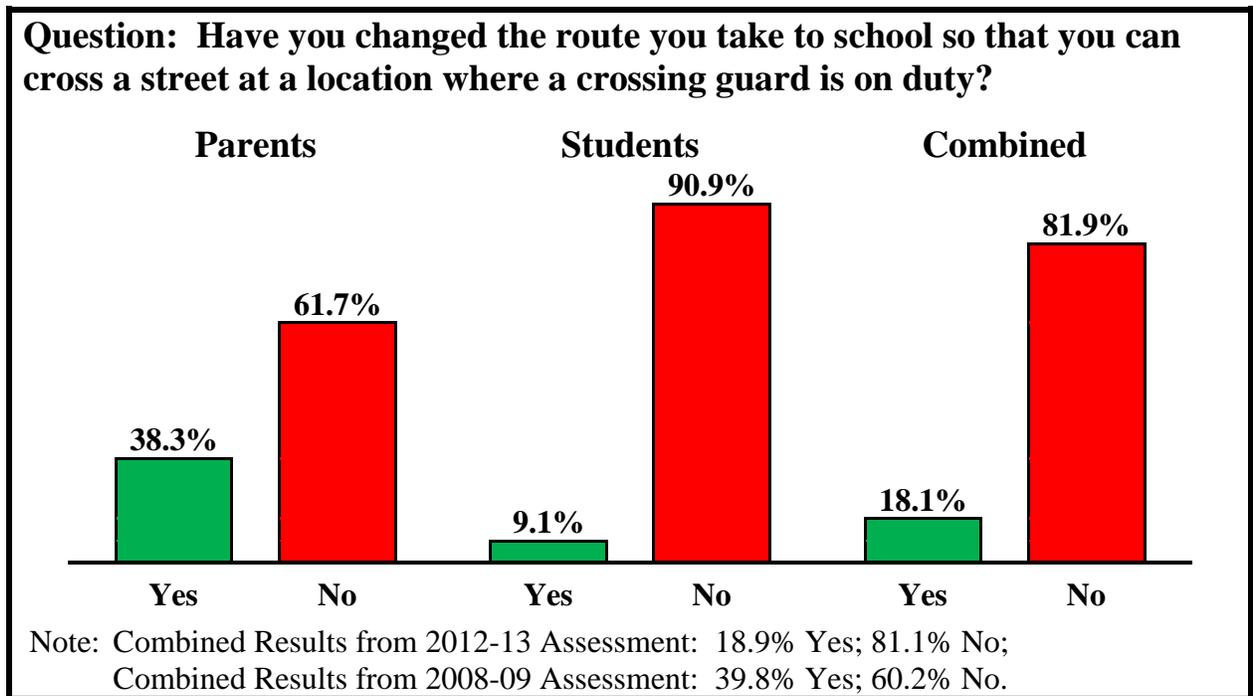
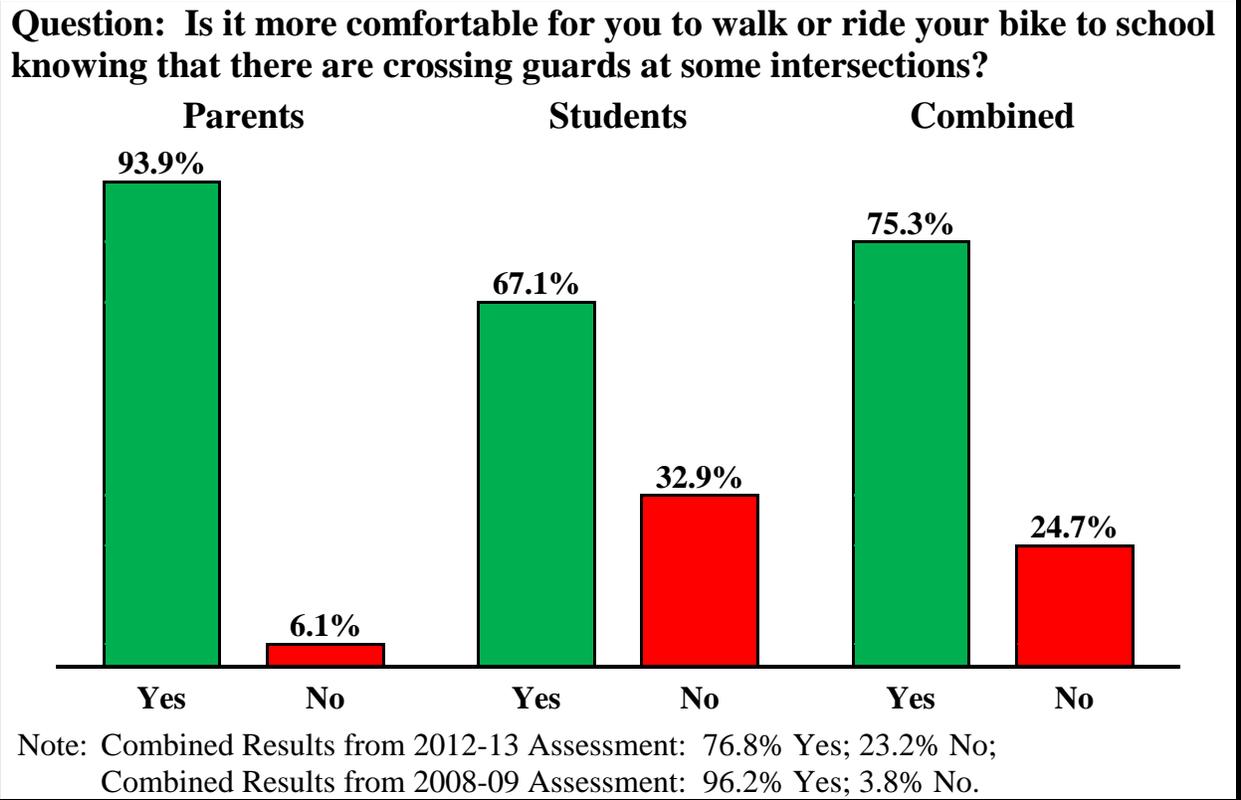


Note: Combined Results from 2012-13 Assessment: 5.1%, 2.2%, 17.6%, 30.4%, & 44.7%;  
Combined Results from 2008-09 Assessment: 10.4%, 4.3%, 23.1%, 27.4%, & 34.7%.

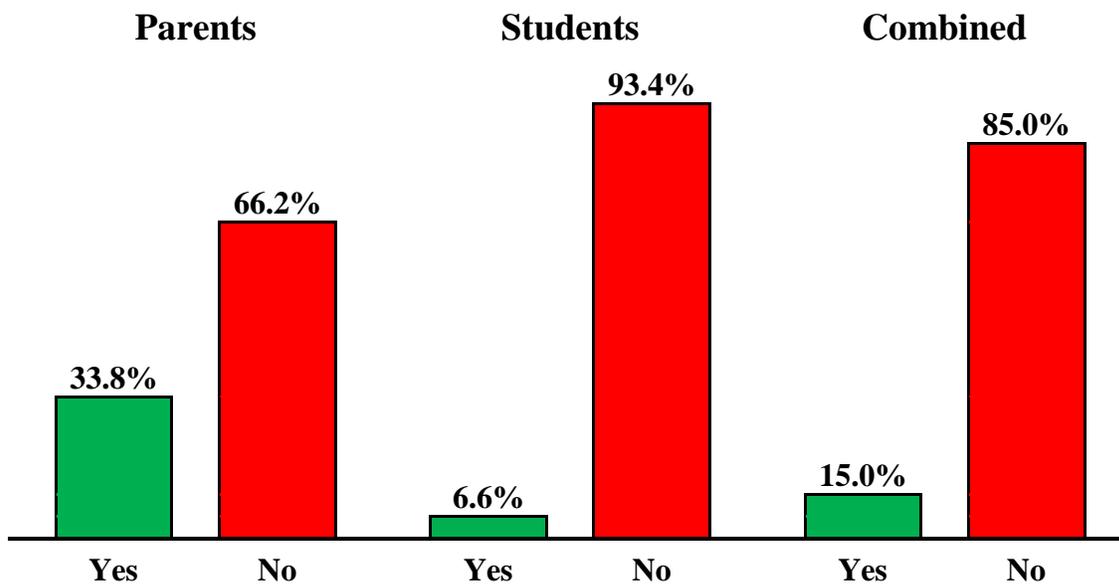
**Question: Do you regularly cross a street where a crossing guard is on duty on your way to or from school?**



Note: Combined Results from 2012-13 Assessment: 82.2% Yes; 17.8% No;  
Combined Results from 2008-09 Assessment: 85.7% Yes; 14.3% No.

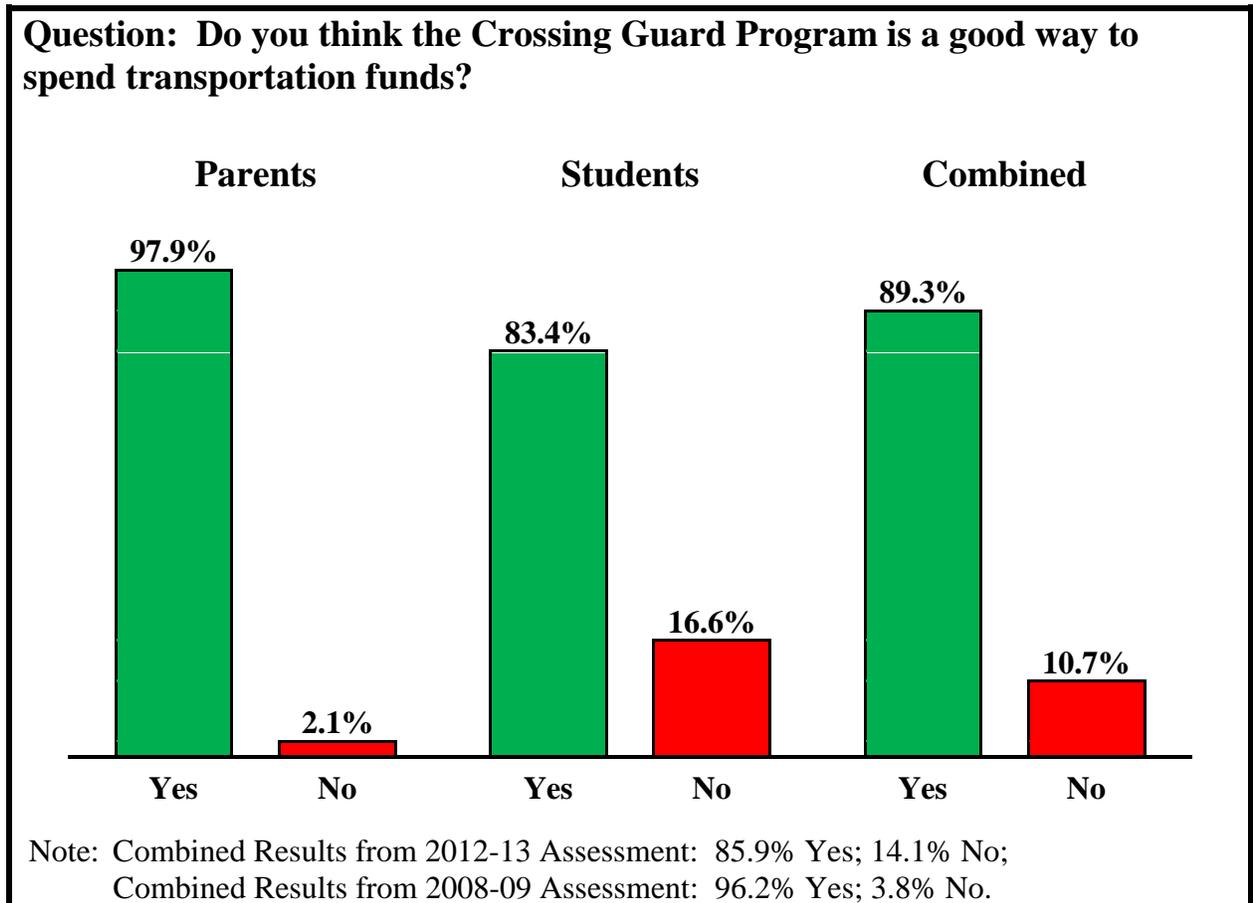


**Question: Did you change from being driven in a car to school to walking or biking because you know there are crossing guards at some intersections?**



Note: Combined Results from 2012-13 Assessment: 14.9% Yes; 85.1% No.  
 Combined Results from 2008-09 Assessment: 33.4% Yes; 66.6% No.

**Objective 3: To determine whether or not the communities served by the Crossing Guard Program consider the expenditure of Measure A funds a good investment**



The numbers of responses to each of the questions, i.e. the basis of the percentages shown above, are included in Appendix C.

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## Conclusions

The Crossing Guard Program continues to achieve its primary objective of increasing the number of students that walk or ride their bicycle in lieu of being driven to school. The survey results indicate that the communities served by the Crossing Guard Program see the crossing guards as an important and valuable aspect of travel to and from school. In addition to the responses to the questions detailed above, respondents were afforded the opportunity to provide additional information and/or comments. The additional information/comments are included in Appendix D. A large majority of the comments received reflect a strong appreciation for the Crossing Guard Program and for individual guards.

### **98% Approval !!**

*\* From parents when asked if the Crossing Guard Program is a good way to spend transportation funding (Students were at 83%)*

## **Appendices**

**Appendix A**

**Transportation Authority of Marin – Measure A  
Marin County Crossing Guard Program  
2016-17 Parent/Student Questionnaire  
English Version (also available in Spanish)**

The Transportation Authority of Marin (TAM) is conducting a survey to solicit feedback from students, parents, school officials, law enforcement and other parties involved with the Measure A Marin County Crossing Guard Program funded by TAM. The feedback will be used to assess the effectiveness of the Program, to identify areas for potential improvement, and to inform future funding decisions.

Please complete and submit one Questionnaire per student and return the completed form to the student’s classroom by May 26, 2017.

1. Please check the box that best applies to the individual completing this questionnaire.

Parent	Student (for which Questionnaire is being completed)	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (Please describe): \_\_\_\_\_

2. Please provide the following information about the student for which this questionnaire is being completed (name is not required).

School: \_\_\_\_\_

Grade: \_\_\_\_\_

3. Please answer “Yes” or “No” to the following question.

Have you seen crossing guards at intersections in Marin County on school days?

Yes

No

4. Please answer “Yes” or “No” to the following question.

Do you know that funding for crossing guards in Marin County comes from the Transportation Authority of Marin Measure A countywide sales tax?

Yes

No

5. **If this student (the one for which this questionnaire is being completed) walks or rides a bicycle to school on most school days, please answer all questions on behalf of the student. (If this student does not walk or ride a bicycle on most days, please skip to No. 11 below.)**

- |     |  |                                   |                                  |  |   |  |
|-----|--|-----------------------------------|----------------------------------|--|---|--|
| 6.  | During the last month, I have used a crosswalk where a crossing guard is on duty...  | Never<br><input type="checkbox"/> | Once<br><input type="checkbox"/> | A Few<br>Times<br><input type="checkbox"/> | On Most<br>School<br>Days<br><input type="checkbox"/> | Every<br>School<br>Day<br><input type="checkbox"/> |
| 7.  | Do you regularly cross a street where a crossing guard is on duty on your way to or from school?   |                                   |                                  | Yes<br><input type="checkbox"/>            |   | No<br><input type="checkbox"/>                     |
| 8.  | Is it more comfortable for you to walk or ride your bike to school knowing that there are crossing guards at some intersections?           |                                   |                                  | Yes<br><input type="checkbox"/>            |   | No<br><input type="checkbox"/>                     |
| 9.  | Have you changed the route you take to school so that you can cross a street at a location where a crossing guard is on duty?              |                                   |                                  | Yes<br><input type="checkbox"/>            |   | No<br><input type="checkbox"/>                     |
| 10. | Did you change from being driven in a car to school to walking or biking because you know there are crossing guards at some intersections? |                                   |                                  | Yes<br><input type="checkbox"/>            |   | No<br><input type="checkbox"/>                     |
| 11. | Do you think the Crossing Guard Program is a good way to spend transportation funds?   |                                   |                                  | Yes<br><input type="checkbox"/>            |   | No<br><input type="checkbox"/>                     |

If No, please explain \_\_\_\_\_

12. **Please provide any additional information or comments (attach additional sheets as necessary).**

Thank you for completing this questionnaire. Your input is very important to us.  
Please **return the completed questionnaire** to your classroom no later than **May 26, 2017**.

## Appendix B

### List of Nine Schools for Focused Distribution

Index	School District	School	Hardcopy Or On-Line
1	Mill Valley	Old Mill Elementary	Hardcopy
2	Mill Valley	Mill Valley Middle	Hardcopy
3	Reed	Reed Elementary	On-Line *
4	San Rafael Elementary	Vallecito Elementary	Hardcopy
5	San Rafael Elementary	Sun Valley Elementary	Hardcopy
6	Kentfield	Kent Middle	Hardcopy
7	Ross Valley	Manor	On-Line *
8	Novato	Rancho Elementary	Hardcopy
9	Novato	Lu Sutton Elementary	Hardcopy
* Link to On-Line survey was distributed to the Reed School District, which includes Reed Elementary; and the Ross Valley School District, which includes Manor School.			

**Appendix C**

**Summary of Responses for Questions 3 through 10 (See Note)**

<b>Q3</b>	<b>Have you seen crossing guards at intersections in Marin County on school days?</b>			
	<b>Response</b>	<b>Parents/Other</b>	<b>Students</b>	<b>Total</b>
	Yes	844	1,245	2,089
	No	31	19	50
<b>Q4</b>	<b>Do you know that most of the crossing guards in Marin County are funded by the countywide half-cent sales tax authorized by Measure A?</b>			
	<b>Response</b>	<b>Parents/Other</b>	<b>Students</b>	<b>Total</b>
	Yes	149	149	298
	No	726	1,115	1,841
<b>Q6</b>	<b>During the last month, I have used a crosswalk where a crossing guard is on duty...</b>			
	<b>Response</b>	<b>Parents/Other</b>	<b>Students</b>	<b>Total</b>
	Never	63	54	117
	Once	7	32	39
	A Few Times	78	191	269
	On Most School Days	129	326	455
	Every School Day	211	487	698
<b>Q7</b>	<b>Do you regularly cross a street where a crossing guard is on duty on your way to or from school?</b>			
		<b>Parents/Other</b>	<b>Students</b>	<b>Total</b>
	Yes	381	877	1,258
	No	107	213	320
<b>Q8</b>	<b>Is it more comfortable for you to walk or ride your bike to school knowing that there are crossing guards at some intersections?</b>			
		<b>Parents/Other</b>	<b>Students</b>	<b>Total</b>
	Yes	458	731	1,189
	No	30	359	389
<b>Q9</b>	<b>Have you changed the route you take to school so that you can cross a street at a location where a crossing guard is on duty?</b>			
		<b>Parents/Other</b>	<b>Students</b>	<b>Total</b>
	Yes	187	99	286
	No	301	991	1,292
<b>Q10</b>	<b>Did you change from being driven in a car to school to walking or biking because you know there are crossing guards at some intersections?</b>			
		<b>Parents/Other</b>	<b>Students</b>	<b>Total</b>
	Yes	165	72	237
	No	323	1,018	1,341
<b>Q11</b>	<b>Do you think the Crossing Guard Program is a good way to spend transportation funds?</b>			
		<b>Parents/Other</b>	<b>Students</b>	<b>Total</b>
	Yes	857	1,054	1,911
	No	18	210	228
Note: Question 5 was an instruction which did not require a response.				

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**Appendix D**

**Summary of Additional Information and Comments Received**

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**DATE:** June 12, 2017

**TO:** Transportation Authority of Marin Programming and Projects Executive Committee

**FROM:** Dianne Steinhauser, Executive Director  
Bill Whitney, Deputy Executive Director

**SUBJECT:** Approve Funding Agreement with the City of Larkspur for the East Sir Francis Drake Blvd Project Approaching the Richmond-San Rafael Bridge (Action) – Agenda Item No.7

---

**RECOMMENDATION:**

It is recommended the Committee recommend the TAM Board authorize the Executive Director to execute a funding agreement with the City of Larkspur to implement the construction and construction management phase for the East Sir Francis Drake Blvd Project approaching the Richmond-San Rafael Bridge and forward this recommendation to the full Board.

It is staff's desire to have the East Sir Francis Drake Blvd (ESFD) improvements in-place and in operation either before or soon after the third lane on the Richmond San Rafael bridge is opened.

**BACKGROUND:**

MTC/ BATA and Caltrans continue their efforts to open an eastbound third lane on the lower deck of the Richmond-San Rafael Bridge. A construction contract for the third lane is underway and completion is estimated to be in November 2017.

Beginning in January 2015 TAM initiated a series of meetings with Caltrans, MTC, Golden Gate Transit, Marin Transit, the County of Marin, the City of San Rafael, and the City of Larkspur to coordinate a possible set of improvements for the two approaches to the Richmond-San Rafael Bridge using Sir Francis Drake Blvd and the US101 northbound off-ramp to Bellam Blvd. The group generally agreed any improvements to East Sir Francis Drake Blvd and the Bellam Blvd intersection would need to have a positive effect in providing access to the bridge while not damaging access to the adjacent business districts and communities. Ideally, any recommended improvements should have a positive effect on local access as well as reducing travel time for through trips to the Richmond-San Rafael Bridge.

In January 2016 staff introduced conceptual improvements for both approach routes to the Richmond-San Rafael Bridge as well as proposed bicycle access improvements to the westbound Sir Francis Drake Blvd flyover from I-580. Note the westbound SFDrake flyover improvement is necessary to assure safe passage of bicyclists exiting and entering the Bridge bike lane from Anderson Drive. In July 2016 these concepts were again presented to the Board and a funding strategy was approved to provide \$7.45M for these three elements of work. The projects are being pursued as individual stand-a-lone projects in order to accelerate delivery.

**DISCUSSION/ANALYSIS:**

Staff has worked closely with the City of Larkspur to develop and finalize the scope of work. The ESFD work is within the City limits and will become the operational and maintenance responsibility of Larkspur.

The following vehicular and bicycle improvements are being pursued and incorporated into the final design and construction documents:

- At the intersection of Larkspur Landing Circle West (LLC) – add a double right turn lane configuration onto westbound SFD Blvd, add pedestrian bulb-outs, and update signal equipment to allow the intersection to operate at an increased level of service (LOS).
- At the intersection of Larkspur Landing Circle East (LLC) – make minor traffic signal improvements to increase to operational capacity of the intersection.
- Relocate the existing eastbound lane drop on ESFD Blvd approximately 1000 feet to the east. Moving the location of the lane drop reduces the congestion that spills back into the intersection at LLC East.
- Relocate a small portion of the existing Class 1 path to accommodate the lane drop relocation and widen the shoulder to accommodate bicycle traffic.
- Add conduit infrastructure to allow for the future implementation of adaptive traffic signal control in the SFD corridor.

### Permits

A resource agency permit is required from the Bay Conservation and Development Commission (BCDC) as certain project features fall within their jurisdiction. TAM and Larkspur staff have worked closely with BCDC staff to secure the permit in order to meet our desired schedule.

An encroachment permit is required from Caltrans to authorize the installation of conduits to allow for the future connection and implementation of adaptive signal control in the SFD corridor from the Town of Ross to the Richmond San Rafael Bridge. Discussions with Caltrans are underway but require more detailed study that may impact the schedule. Staff has developed a strategy to deliver the major scope of work without delay. This signal work could be included in future contracts if necessary.

### Lead Agency

TAM has acted as lead agency during the environmental and design phases of the project. TAM had discussions with the Larkspur Public Works Director regarding who will assume the lead role during construction. Since this scope of work is a routine part of their day-to-day operations TAM has requested, and the City has agreed to assume this role.

### **FISCAL CONSIDERATION:**

The Board has allocated funding to implement improvements to the two approaches to the Richmond-San Rafael Bridge, (include bicycle access improvements) in the amount of \$7.45M which includes capital and capital support costs. TAM is estimating the ESFD Project construction and construction support to be \$2.3M.

Estimated project costs continue to be refined for all three projects and no additional allocation is projected or needed at this time for this project. However it should be noted the TAM Board allowed further use of TAM Debt Reserve funds if need be to assure the projects are fully funded and can move forward.

### **NEXT STEPS:**

Execute a funding agreement with the City of Larkspur in the amount of \$2.3M to implement the construction and construction management phase of the East Sir Francis Drake Blvd Project



**DATE:** June 12, 2017

**TO:** Transportation Authority of Marin Programming & Projects Executive Committee

**FROM:** Dianne Steinhauser, Executive Director  
Derek McGill, Planning Manager  
Scott McDonald, Senior Transportation Planner

**SUBJECT:** MTC Bike Share Capital Program Grant Application (Discussion), Agenda Item No. 8

---

**RECOMMENDATION:**

Discussion Only. TAM Staff will provide a presentation to the Committee to receive input regarding the approach to the application.

**BACKGROUND:**

For several years as bike sharing has expanded throughout communities across the country, TAM has researched and pursued funding to introduce bike sharing in Marin County. Bike sharing offers a mobility option to complement and extend the reach of transit, whereby commuters can check out bikes and ride to or from transit and secure their bike at a separate location often either near home or an employment site (often referred in transportation as the “first or last mile”). In 2013, TAM completed a Marin County Bicycle Share Feasibility Study, and has since sought funding commitments from private sponsors (to cover a future operating phase) and grants (for system build out and launch). To date, TAM has raised about \$270,000 in pledged sponsorship commitments and identified potential grants through the Air District to help fund the operations and maintenance should there be sufficient funding to launch a system.

In May 2016, MTC announced a unique grant program particularly well suited to expand bike sharing around the Bay Area in suburban counties. With \$2 million in federal CMAQ funds available for the launch of new bike share programs with an emphasis on testing flexible “smart bike” systems, TAM partnered with SCTA to submit a letter of interest for a system focused on connections to and from the SMART rail corridor offering first/last-mile connections for commuters.

In April 2017, the Metropolitan Transportation Commission announced a call for projects under the Bike Share Capital Program with \$2 Million in federal Congestion Mitigation and Air Quality (CMAQ) funds, soliciting full applications from sponsors who previously submitted letters of interest. Applications for the capital build out and launch of programs are due by the deadline of June 30, 2017.

**DISCUSSION/ANALYSIS:**

The current opportunity through MTC’s capital grant is particularly well suited (with an emphasis on innovative systems with bikes better designed for Marin’s suburban density and topography) and potentially

the last bike share grant program with funding available in the near future to complement and support ridership on SMART during the initial years of operations.

If awarded a grant through this program to launch a system, TAM/SCTA would need to contract with a bike share vendor to develop and implement the system. The vendor selected for supplying capital equipment and rollout may also assist with operating a program in or the operating phase may be carried out through a separate contract. TAM and SCTA would work together on seeking additional support to promote the program to employers, employees, and sponsors. In addition to revenue from ridership and sponsors, TAM will look to grant funding such as the Air District's Transportation Fund for Clean Air to help support the program operation.

The potential estimated operating costs are expected to be covered to a large extent with grants/sponsorships/ridership—staff is also recommending a phasing approach starting out with just 50 bikes in Marin and 50 bikes in Sonoma to minimize the initial scale and for flexibility to test system demand. TAM/SCTA would review success after an initial year with MTC to discuss if expansion and continuation is warranted. MTC expects sponsors to develop a model to operate a system for three years, but also requires that if the initial 12-month per-bike usage is less than 0.5 trips per day, MTC may redistribute the capital equipment to another jurisdiction. After an initial year of testing through a pilot program, TAM would likely be able to determine the long-term viability of a program.

TAM and SCTA staff held meetings with agency partners in their respective counties to confirm partner support to implement a bike share program; these meetings included SMART, the Golden Gate Bridge Highway & Transportation District, City of Larkspur, City of San Rafael, County of Marin, and the City of Novato. Staff from these agencies recognized the challenges of implementing a cross jurisdictional program with federal funding. Staff will collect letters of support from local agencies as supplemental material for the application and future meetings would need to be held to further explore options for system siting and to evaluate requirements for adding bikes along the corridor either at or adjacent to SMART stations.

**NEXT STEPS:**

TAM staff will work with local agencies to collect letters of support for the application and return to the TAM Board after the application is evaluated with more details. Based on the proposed application from TAM/SCTA requesting a combined \$1 million in funding to bring a program to the SMART corridor, if awarded the grant both agencies would need resolutions of support from their respective Boards by December 2017.

Depending on the amount awarded, TAM and SCTA plan to negotiate with MTC regarding MTC providing assistance for processing or swapping federal funds, or to receive additional funding from MTC if the application is not fully funded.

**FINANCIAL CONSIDERATION:**

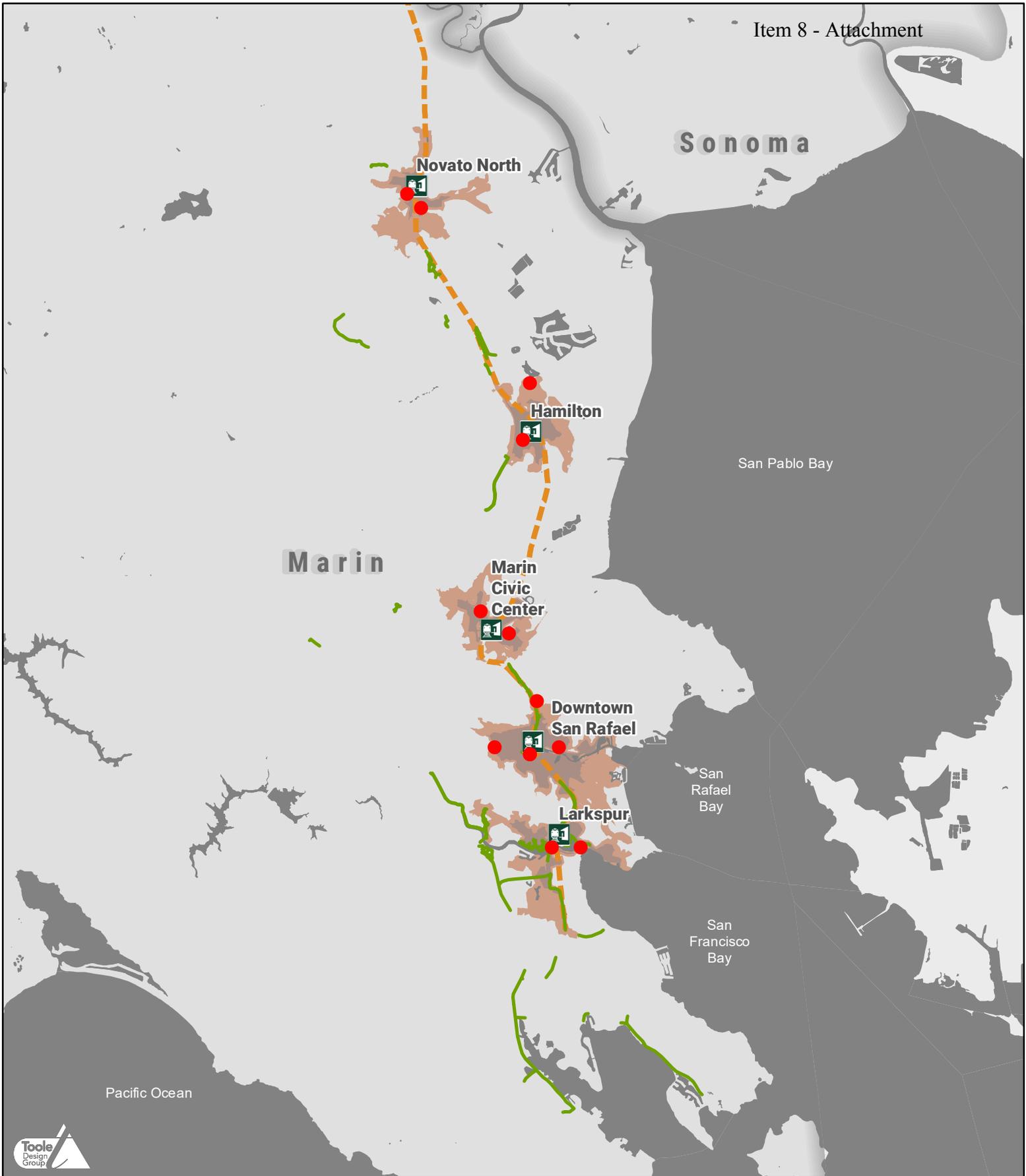
The application is for a bike share program along the SMART rail corridor would be cosponsored through a partnership between the Transportation Authority of Marin and the Sonoma County Transportation Authority, with close coordination and work with local agencies and SMART. The estimated amount of local match for Marin County's portion of the system might come from either staff time or TAM's Vehicle Registration Fee funds for commute alternative programs. Staff would present additional details after receiving a response to the application. Approximately \$50,000 from local funding might be utilized with future authorization from the TAM Board to proceed.

In addition to the local match, operations of the system may require additional funding; however the level of funding depends on the system size and scale, and federal aid requirements which will be determined by MTC based on the grant award.

**ATTACHMENTS:**

Attachment: General Network for Bike Share System in Marin

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- SMART Stations
- Rail Line
- Off-Street Bicycle Facilities
- Generalized Bikeshare Station Location
- Bikeshed**
- Two Miles
- Three Miles

# Marin County Proposed Bike Share Station Locations

