



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
CITIZENS' OVERSIGHT COMMITTEE

March 19, 2018

5:00 p.m.

TAM Conference Room
900 Fifth Avenue, Suite 100
San Rafael, CA 94901

MEETING MINUTES

Members Present: V-Anne Chernock, Northern Marin Planning Area
Peter Pelham, Major Marin Employers
Bob Burton, Southern Marin Planning Area
Scott Tye, West Marin Planning Area
Vince O'Brien, Bicyclists & Pedestrians Groups
Kate Powers, Environmental Organizations
Kevin Hagerty, League of Women Voters
Allan Bortel, Marin County Paratransit Coordinating Council
Paul Premo, Taxpayer Group

Alternates Present Nancy Okada, Environmental Organizations
Kay Noguchi, League of Women Voters

Staff Members Present: Dianne Steinhauer, TAM Executive Director
Li Zhang, Chief Financial Officer
Nancy Whelan, Marin Transit General Manager
Dan Cherrier, Principle Project Delivery Manager
Molly Graham, Public Outreach Coordinator
Grace Zhuang, Accounting and Administration Specialist

Public Present David Klinetobe

Chairperson V-Anne Chernock called the Citizens' Oversight Committee meeting to order at 5:02 p.m.

1. Introductions and Welcome

Introductions were made.

2. Review and Approval of January 16, 2018 Meeting Minutes (Action)

Member Scott Tye corrected the minutes, page 3, last paragraph before the recess announcement: "Member Scott Tye discussed Caltrans funding that is now available as a result of the heavy rains last year and impacts on Highway 1...", amended to read: "Member Scott Tye discussed Caltrans funding that is now initiating construction as a result of the heavy rains on Hwy 101...".

Member Scott Tye moved to approve the January 16, 2018 meeting minutes as amended, and Member Kate Powers seconded the motion. The minutes were approved with Member Bob Burton abstaining due to his absence at the last meeting.

3. TAM Staff Report (Information)

TAM Executive Director (ED) Dianne Steinhauser presented an update on the Sales Tax reauthorization process, noting that TAM is currently conducting outreach at the council meetings at cities and towns, presenting the renewal of the sales tax as a discussion item, not for approvals. ED Steinhauser said that staff might recommend changes to the proposed expenditure plan based on comments received from all the council meetings. However, she noted that the intention is to go forward with a ballot measure in November for a 30-year renewal of the sales tax based on the public opinion poll conducted.

ED Steinhauser explained that if the ballot measure is successful, the new expenditure plan would begin on January 1, 2019, when there would be a 6-year overlap with the current expenditure plan. She discussed the reasons a 10-year renewal is not recommended, mostly due to the necessary time and financial commitments needed for major projects and programs.

ED Steinhauser discussed the poll, noting the 63.2% support level indicated for a sales tax renewal. She provided an overview of the recommendations in the proposed expenditure plan, including funding for school buses and seniors with disabilities, and matching funds for highway and interchange improvements. Local Roads will be combined with the Major Roads category. ED Steinhauser noted that funds for current major road projects would not be removed and she noted that crossing guard funding and school safety education funding would be increased.

ED Steinhauser also discussed an evaluation by Marin Climate and Energy Partnership of CO² emissions which showed that transportation emissions had dropped by 9% in Marin between 2005 and 2015. She said this was due in part to the Safe Routes to Schools and Complete Streets programs.

ED Steinhauser provided information on TAM's electric vehicle program that is funded by the vehicle registration fee (Measure B). She explained that the funds are invested in publicly available infrastructure, such as chargers, and transit and municipal fleets. ED Steinhauser discussed feedback from the council meetings, where advocates are requesting funds for charging units at multi-family residential units and commercial parking lots for businesses. She explained that staff is not recommending such sponsorship, and that the program is already funding public charging stations, public agency fleets and chargers at SMART stations.

Member Nancy Okada stated that would not recommend the provision of charging stations at multi-family residential units because such units are often located close to transit, and residents should be encouraged to use public transit. Member Scott Tye disagreed because he said that those residents will still require parking and would otherwise impact the community if spaces are not provided. He suggested expansion should include schools for reasons he discussed.

In response, ED Steinhauser stated that TAM has reached out to the school districts and that San Rafael School District will be installing 32 chargers this year.

Member Allan Bortel discussed the issue that there will be less need for charging stations in the future as technology advances.

Member Kate Powers, representing Environmental Organizations, discussed the need to increase electrification in the expenditure plan to reduce greenhouse gas emissions and their belief that people should be encouraged to switch to electric vehicles. She said that the installation of charging stations in public places should be encouraged and suggested another solution would be to partner with agencies, such as MCE, Marin Clean Energy, who are undertaking green building initiatives. ED Steinhauser confirmed the idea and responded that TAM is not keen on getting into the utility company business or private property improvement business.

Member Kevin Hagerty suggested no further action should be taken until all comments have been received from the public meetings, and he is concerned that the poll did not reflect this kind of strong interest in EVs. Further he added that funding would need to be redirected from other vital projects/programs, but he has no objection to adding wording to allow the flexibility of spending funds in various categories.

Vice-Chairperson Peter Pelham noted that a reduction of 9% in transportation greenhouse gas emissions might be not truly representative of the extent of reduction achieved during the time period reported because traffic has increased since the survey was completed. He also noted that the expenditure plan could be adjusted according to all comments received.

The group also discussed the change of wording and percentage adjustment. Chairperson Chernock noted that congestion relief is a lead category that should garner the support necessary to extend the half-cent sales tax measure, rather than green measures, and the group commented on the increase in the number of charging stations.

ED Steinhauser noted that Cool The Earth have publicly announced they will strongly oppose the extension of the half-cent sales tax measure if 3%-4% of funds are not committed to EVs, and she suggested moving 1% from Local Streets and Roads into EVs which would need Board approval.

The Committee recessed for ten minutes for a dinner break and reconvened with all members present as indicated.

4. Marin Transit Report and Short Range Transit Plan Presentation (Information)

Marin Transit General Manager (GM) Nancy Whelan provided an overview of the programs in the updated Short-Range Transit Plan (SRTP), noting that Marin Transit always bring its SRTP for the review of the committee as required by the Measure A Expenditure Plan. She explained that the 10-year plan includes a framework for performance monitoring and a financial plan, which is required by the Expenditure Plan. GM Whelan discussed the overall funding picture, the need to update the plan every 2 years, and confirmed the plan needs acceptance by the TAM Board and approval by the Marin Transit Board. She noted that the Marin Transit Board has adopted the current plan in December and that it will be going forward to the TAM Board at their meeting on March 22nd for adoption.

In response to a committee member, GM Whelan discussed the composition of the Marin Transit Board, noting that most of the board members are also TAM board commissioners.

GM Whelan discussed the importance of the plan as a resource for staff, and she noted that the plan is posted on Marin Transit's new website. She provided an overview of the services they provide, and said they have performed an evaluation recently and that they do not propose many changes to the service levels. She said the services include a partnership with the College of Marin, which provides approximately 500 daily rides to students who pay a transportation fee at the beginning of a semester and then ride at no additional charge on any Marin Transit local bus routes.

GM Whelan discussed the school bus program with supplemental routes and three yellow bus programs, and their hope to expand the supplemental and yellow bus programs and the need for a bus facility. She also discussed Marin Access, the services provided to seniors and people with disabilities, and plans to expand the paratransit service, noting that they are now serving east San Rafael, which is outside of the mandated boundary for ADA services.

In response to Member Tye's questions, GM Whelan confirmed they are not mandated to provide a paratransit service to east San Rafael since this area does not have fixed route services. In response to another committee member, GM Whelan confirmed that the continued service growth forecasted for paratransit would be approximately 5%.

GM Whelan discussed the list of needs that are not fully funded, including the school bus service, and the committed funding level in the proposed expenditure plan, which is only an additional \$350,000 over the current funding level. She discussed overcrowded school buses on the supplemental routes and authorization to purchase two expansion buses. In response to Member Nancy Okada's question, GM Whelan stated that the buses accommodate approximately 50 students and she discussed the use of Muir Woods' buses as school buses.

GM Whelan discussed a 2-year pilot program she hoped will be approved by their Board on April 22, which would use similar technology to an Uber/Lyft application. She said that they would contract with Whistlestop for an on-demand service for use of 4 dedicated, wheelchair accessible vans that would offer first- and last-mile trips for SMART stations, short trips for same day paratransit service, and short trips for large employers in the area. This program is made possible by grant funding from paratransit services.

GM Whelan discussed the need to change some of their performance goals, which will be discussed with their Board. Marin Transit is also considering emerging technology, such as an on-demand pilot project, private sector goods or automated buses.

In response to a comment from Member Bortel, GM Whelan stated Marin Transit does not have a clear understanding as to the ridership impact from SMART since data is not yet available relating to transfers from the train to buses. She noted that train arrivals match the bus schedules in San Rafael.

GM Whelan moved on to discuss the financial plan, noting that 41% of their operating budget is funded by Measure A, that they would have to reduce their services by 50% if they were to lose Measure A and some of other funds that were possible because of the matching funds provided by Measure A. She mentioned they have built a new 10-year financial model, updated the revenue and expenditures (including projections on new sources of funding including SB1), and noted that they have new contracts.

GM Whelan provided information on future risks and challenges, including the possibility of funding from Measure A ending, and the need for a parking and maintenance facility. She noted that they have recently awarded contracts that were put out to bid, which has provided more certainty about costs.

In response to a question from Member Hagerty, GM Whelan explained that they would need to use their reserve funds and reduce services if the sales tax measure is not renewed.

In response to Member Powers, Ms. Whelan stated that the Marin Transit vehicles are currently stored, fueled and maintained in eight different locations, including facilities owned by Golden Gate Transit.

In response to a question from Member Kay Noguchi, Ms. Whelan stated that they do not currently own electric buses but that two are on order, and both Measure A and Measure B funds are being used for the purchase of those two buses.

A decision was made to discuss Item 6 relating to Measure A ½ Cent Transportation Sales Tax before Item 5 relating to the Crossing Guard Program.

6. Review FY2018-19 Measure A ½ Cent Transportation Sales Tax and Measure B \$10 Vehicle Registration Fee Revenue Estimates and Budget Development Schedule (Information)

TAM Chief Financial Officer Li Zhang explained that staff usually start the annual budget process in January of every year, and that revenue projections for both Measure A and Measure B are typically presented to the COC and the TAM Board for approval and acceptance in March.

Ms. Zhang discussed the three Measure A revenue scenarios proposed for the development of the FY2018-19 budget, noting that the TAM Board usually chooses the most conservative approach for financial prudence. For this FY2018-19 budget cycle, as well the FY2017-18 one, staff proposed to use excess revenue above the budget levels to replenish the reserve funds that were released in December 2016 to assist Marin Transit with a funding gap on its Redwood and Grant Bus Station Project. Ms. Zhang reported that the Executive Committee reviewed and recommended staff's proposal to the TAM Board for approval at its March 12 meeting.

Ms. Zhang discussed Measure B funds and noted that vehicle registration has been rising for four years, although it is not reflected in the funds collected for reasons she discussed. She confirmed the Draft Budget would be presented to the TAM Executive Committee and the COC in May, followed by release to the public for comment at the May Board meeting and adoption by the Board at the June meeting.

In response to a question from Member Hagerty, Ms. Zhang noted that public comments that have been received in the past are usually confined to expenditures exceeding revenues for the year. She explained that TAM is a funding agency that does have revenue exceeding expenditures and that this is not necessarily a bad sign since the Agency is allocating more funding and more projects are being completed.

Ms. Zhang also explained the means by which staff costs are met, both by Measure A and Measure B, and through various grants for TAM's congestion management agency function.

5. TAM Crossing Guard Program Location Recertification (Information)

TAM Project Manager Dan Cherrier presented the staff report. He stated that TAM is entering its 13th year in the crossing guard program, which he noted is funded by Measure A, Measure B, reimbursement from the school districts, and a one-time payment through OBAG (One Bay Area Grant). Mr. Cherrier explained that there are 90 guards in the program; that a new ranked list is drafted every 4 years and that a new list should go into effect in August 2018.

Mr. Cherrier discussed the ranked list materials provided to the committee members, noting that funding can be provided for the first 58 sites on the list, and that 35 sites might potentially lose their crossing guard in January 2019. Mr. Cherrier said that Novato and Kentfield school districts will pay for some guards and that, if the proposed expenditure plan is passed and the funding increased from 4.2% to 6.5%, then an additional 30 guards could be funded. He discussed a proposal to fund a portion of those 30 guards through December 31, 2018 using \$170,000 of funds from Measure B, for which the TAM Board will be asked to review and approve at its March 22 Board meeting.

Mr. Cherrier discussed the notification processes for cutting the crossing guard if the proposed extended sales tax measure is not put on the ballot, or if it does not pass in November, 2018. Mr. Cherrier discussed the ways in which the school districts would be affected with a separate list showing impacts to school districts and individual school.

In response to a question from Member Bob Burton, Mr. Cherrier explained that the location of crossing guards relates to the worst traffic congested areas and not the type of school. He noted that 25% of traffic congestion has been determined to be related to schools, and one of the aims of the

program is to reduce traffic congestion by enabling students to walk safely to school. Mr. Cherrier noted that half of the four private schools might lose crossing guards as well. Member Burton said that priority for filling gaps in the crossing guard program should be given to public schools, to which there was agreement by some members.

In response to a question from Member Powers, Mr. Cherrier discussed how the 150 sites on the list were chosen, noting that each agency's public works director is consulted about the need for a guard before a site is evaluated. He discussed the volunteer crossing guard program, noting that the school has to provide the volunteer, who would not be under the contractors' Workman's Compensation policy. Chairperson Chernock noted that the Technical Advisory Committee (TAC) is involved in the review and management of the Crossing Guards Program and Mr. Cherrier confirmed that the TAC is recommending the ranked list to the TAM Board.

Mr. Cherrier also discussed the scoring process, the data utilized by staff performing the scoring, the cost of funding a crossing guard and the need to use Measure B funds as costs have increased.

Member Tye stated that an expansion of the yellow bus service might impact the need for crossing guards, and it was noted that the next analysis of the ranked list in 4 years might show there to be a need for fewer guards.

Mr. Cherrier discussed the next steps in adopting the list, noting that the different agencies' public works directors support the list in the main; the TAC is in agreement, and the Executive Committee has reviewed and agreed to refer staff's recommendation to the Board, which is that TAM funds 58 crossing guards on the list, and the conditional request for funding another 20 locations for 6 months using a bridge loan from Measure B funds. Mr. Cherrier said it is hoped the TAM Board will approve the recertification; however, there might be public opposition to using Measure B funds for this purpose.

7. Committee Member Hot Items Report (Information)

No discussion for this item.

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

The next meeting date was tentatively set for April 16, 2018 so the COC may have a chance to provide more input on the draft expenditure plan before the TAM Board takes action at its April 26 meeting.

9. Open Time for Public Input

As no members of the public wished to speak, the meeting was adjourned at 7:25 p.m.