



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
CITIZENS' OVERSIGHT COMMITTEE

December 10, 2018

5:00 p.m.

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

MEETING MINUTES

Members Present	Peter Pelham, Major Marin Employers Joy Dahlgren, Central Marin Planning Area Paul Roye, Ross Valley Planning Area Scott Tye, West Marin Planning Area Vince O'Brien, Bicyclists & Pedestrians Groups Kevin Hagerty, League of Women Voters Allan Bortel, Marin County Paratransit Coordinating Council
Alternates Present	Jeffrey Olson, Central Marin Planning Area Jayni Allsep, Southern Marin Planning Area Kay Noguchi, League of Women Voters
Staff Members Present	Dianne Steinhauser, TAM Executive Director Li Zhang, Chief Financial Officer Dan Cherrier, Principal Project Delivery Manager Molly Graham, Public Outreach Coordinator Helga Cotter, Senior Accountant
Auditor/Consultant Present	Ahmad Gharaibeh, Auditor of Vavrinek, Trine, Day & Co., LLP David Parisi, Consultant of Parisi Transportation Consulting
Public Present	Charles Vogt Veda Florez

Chairperson Peter Pelham called the Citizens' Oversight Committee meeting to order at 5:00 p.m.

1. Introductions and Welcome

Chairperson Pelham introduced Charles Vogt, who expressed an interest in joining the COC as representative of the North Marin Planning Area. Mr. Vogt spoke briefly about himself, noting that he is a former city manager from Johnson County, Kansas, and has a special interest in bicycle and pedestrian traffic.

2. Review and Approval of October 15, 2018 Meeting Minutes (Action)

Member Hagerty noted that in Item 3 relating to the Executive Director's staff report, Executive Director (ED) Steinhauser referred to there being four design options for the San Rafael Transit Center. Member Hagerty noted that a fifth option was added after the meeting took place, and a notation was made to the minutes.

Member Scott Tye moved to approve the October 15, 2018 meeting minutes as amended and Member Allan Bortel seconded the motion. The minutes were approved unanimously.

3. TAM Staff Report (Information)

ED Steinhauser thanked the committee for all its support in helping to pass Measure AA. She noted that the final result was 76.65%, with Fairfax leading the jurisdictions at 84.24% and Novato the lowest at 70.52%. ED Steinhauser gave credit to the committee for its great work in developing the expenditure plan for the sales tax extension, which will become effective April 1, 2019.

ED Steinhauser also noted that Proposition 6, the repeal of SB1, was defeated with the highest percentage of votes coming from San Francisco at 82%, Marin in second place at 75%, and Solano County the lowest at 56%. She noted that San Mateo's increase in sales tax from ½% to 1% passed at 66.9%.

ED Steinhauser reported that staff would provide a more detailed list of new features and continuing programs related to Measure AA at future COC meetings.

ED Steinhauser provided background information on major capital funding from SB1 and RM3 for Marin Sonoma Narrows (MSN), and the Hwy 101/ 580 Connector project. She discussed the impending bridge toll rise in relation to the legal challenges to RM3, noting that funds might not be available for a couple of years. ED Steinhauser said that the new measure will enable work to continue on the design for MSN, and that TAM could request SB1 funds if RM3 funding fails. She noted that the third lane has not been constructed between Olompali to the old San Antonio Road, and that Sonoma has a similar gap between East Washington to Petaluma Blvd North that it had hoped to complete with funds from RM3. ED Steinhauser noted that staff might need to request up to \$2 million for this project and borrow funds from other TAM fund sources in order to complete the design work timely.

In response to Member Bortel, ED Steinhauser said that TAM would have to wait until the new Measure AA expenditure plan becomes effective on April 1 to tap into funds because Measure A funds were not allowed for the MSN project.

ED Steinhauser said that TAM plans to start design work on the Hwy 101/580 Connector project in January 2019, noting that funding from Measure AA will begin on April 1, 2019. She briefly discussed the new interchange program, noting that there will be insufficient funds to build new interchanges.

ED Steinhauser also discussed a new program, Marin Commutes, which will launch in January. She said the new website will provide information on the range of services offered to commuters, such as emergency ride home, vanpool assistance, carpool services, carshare program, the new bikeshare program, and Marin Transit's on-demand transit program, Marin Connect, etc.

Member Paul Royce and ED Steinhauser discussed the northbound Hwy 101/580 Direct Connector, which ED Steinhauser confirmed would be a flyover that would provide a third lane to the bridge. She noted that Caltrans is replacing the Harbor Street Bridge, which she discussed in connection with traffic.

In response to Member Vince O'Brien, ED Steinhauser provide an update to the third lane project on the Richmond-San Rafael Bridge, noting that, as of now, the moveable barrier is expected to be installed in January, with the third lane opening for bikes/pedestrians possibly operating by the end of February.

ED Steinhauser discussed concerns relating to the absence of a bike lane on the Marin side (which will not be constructed for a year, necessitating safety improvements in the meantime), the possibility of opening the third lane to vehicle traffic, increased wait times at the tolls, and the absence of a hard shoulder on the bridge. She noted that Marin County Bike Coalition is supportive of traffic using the third lane.

A general discussion on the additional lane ensued, and Member Hagerty discussed the difficulty of measuring the success of the project. ED Steinhauser discussed future MTC plans relating to the third lane, which would include an electric bike promotion and removing the toll plaza.

ED Steinhauser briefly discussed other aspects of the Measure AA ½-Cent Sales Tax Expenditure Plan, including an increase to 22% for local streets and road funding which includes the safe routes to school component as well, and small amounts of funding for sea level rise and innovation. ED Steinhauser noted that the number of crossing guards funded by the sales tax would be increased to 97 in January, and she discussed the breakdown of 55% given to Marin Transit for its programs, which includes possible expansion of the high school bus service and a new facility to provide overnight parking for buses; 5% for the yellow bus program; 4% for bus transit facilities, which will be used for matching federal funds for bus replacement, and 0.5% for Golden Gate Transit access to the ferry. ED Steinhauser confirmed that no funding was provided for SMART, County parks or Hwy 37.

In response to Member Tye, ED Steinhauser said that staff would clarify funding details from the different local measures for senior transit at a future meeting.

Member Hagerty prompted a discussion on his concerns that the public were not aware of the programs and projects funded by the sales tax. Members commented on signage on Lucas Valley Road relating to Measure A sponsored work, signage on Marin Transit buses and TAM sponsored signs stitched to crossing guard clothing. Chief Financial Officer, Li Zhang, added that signage is one of the Measure A funding requirements.

Member Kay Noguchi brought attention to a flyer on asmdc.org from Assembly Member Marc Levine relating to a survey on transportation issues. ED Steinhauser mentioned she will be meeting with Mr. Levine and his team on several issues, including the survey.

4. Safe Routes to School Program Update (Information)

David Parisi, Parisi Transportation Consulting, provided an overview of the Safe Routes to Schools Program. He said that approximately 90% of Marin schools (an increase to 62 schools this year) in 14 school districts are participating in the program, and he discussed how they have measured the success of the program with trip reductions. Mr. Parisi discussed the 8 task force groups formed for the program, parent volunteers, and programs they operate that include a bilingual program in 6 schools, Walk and Roll Wednesdays, Green Sneaker Challenge, and participation in National Bike to School Day.

Mr. Parisi noted that the program has a bilingual program coordinator, and that they partner with Marin Health and Human Resource Department. He discussed a bike donation drive by Hall Middle School in Larkspur for one of the schools in the bilingual program, and growth in the participation of middle and high school students in the bike and walk to school programs, although he noted that high schools are difficult to penetrate.

Mr. Parisi discussed a new encouragement program that is funded by the Bay Area Air Quality Management District (BAAQMD), which encourages school drop offs in suitable locations close to schools. Mr. Parisi said the goal of this program is to incentivize families to allow students to walk part of the way to school and create a campus that is traffic and pollution-free and to encourage good habits. One success example is the Cove School in Corte Madera.

Mr. Parisi went on to discuss the education programs, noting that they taught over 13,000 students last year, which included pedestrian and bicycle safety training in schools.

Mr. Vogt discussed bike safety rodeos that occurred in his previous jurisdiction that offered students bicycle training before they began school. Mr. Parisi confirmed they manage a similar program in Marin and Member Tye noted the proliferation of scooters.

Mr. Parisi discussed progress that has been made in high schools, including car driver safety instruction. He said they are also working with school environmental clubs, and that activities include bike field trips, a no-idling campaign, and overcoming peer pressure related to riding bikes and using public transit.

Member Tye suggested that opportunities exist to coordinate Earth Day activities with the environmental groups.

Mr. Parisi discussed the Safe Pathways program, which includes updating pavement markings, restriping crosswalks, traffic calming, designing curve ramps and providing bike lanes. In response to Chairperson Pelham, Mr. Parisi clarified the term traffic-calming, noting that they use methods to reduce speed near schools. He said that \$40 million has been spent over 15 years on improvements, much of which was raised through because TAM was able to provide matching funds through Measure A.

Mr. Parisi discussed school safety assessments, which are undertaken throughout the year in schools and prioritize safety improvements and identify funding sources. In response to Ms. Veda Florez, Mr. Parisi discussed the provision of separated Class 4 bike lanes, noting that they are hoping to identify funding to provide a Class 4 bike lane on Doherty Drive by Redwood High School, and that a Class 4 bike lane was included in the Miller Avenue project.

Mr. Parisi discussed the promotion of routes to school maps that identify preferred key routes to schools, and the Street Smarts Program, which focuses on identifying locations where there is bad motorist behavior, such as not yielding at crosswalks. He noted that the County is undertaking a safety study to understand why over 3,000 crashes occurred this year, and that the program will try to respond with different messaging and more outreach.

Dan Cherrier, Deputy Executive Director, provided an update on the Crossing Guard program. As a result of Measure AA passing, he noted that 24 guards, who had been scheduled for removal, will remain in place with the addition of 16 new guards in January 2019. Mr. Cherrier confirmed the total number of guards funded by the sales tax will be 97, with 6 additional guards funded by other sources. He discussed the additional locations that will have crossing guards and noted that the program is due for evaluation in 2019/2020.

In response to Member O'Brien, Mr. Cherrier said that data collected from traffic counts show that the volume of traffic increased in general, with very few sites showing a decrease. However, he noted that a site might lose a crossing guard due to there being more need at a different location following an evaluation. Mr. Cherrier noted that the contract for the crossing guard program will cost \$11.5 million over a 5-year period.

Member Tye discussed an observation by Member Burton that cars cross into the bike lane at Tam Junction, and the importance of separation.

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

Ms. Florez introduced herself as the potential alternate for the North Marin Planning Area. She discussed her experiences working with transportation issues, include her work on the Policy Advisory Council of the Metropolitan Transportation Commission, and her interest in participating in the COC.

5. Review and Acceptance of the 2018 Measure A Compliance Audit Results (Action)

Ms. Zhang presented the staff report, noting that there were no findings for any of the projects that were chosen for this cycle. Ms. Zhang briefly explained that the compliance audit is required under the Expenditure Plan to determine that funds are spent according to the requirements. She discussed the terminology relating to the three plans (Measure A, Measure B and Measure AA).

Ms. Zhang discussed how the recipients who receive Measure A funds are chosen from the various strategies in the Expenditure Plan for auditing, noting that Marin Transit are audited annually because they receive 55% of the total sales tax collected. Other recipients included Major Roads audited by phase, the

selection of one agency each year under Strategy 3.2, Safe Access to Schools audited every three years, and she noted that the Crossing Guard program is audited every other year to ensure compliance with both the Expenditure Plan and the contract requirements.

Ms. Zhang discussed the general process for the audit and reported that the auditors completed the draft reports for all funding recipients selected for this cycle already with no findings. Ms. Zhang noted that there have been no findings for the past three audit cycles.

Ms. Zhang discussed the recipients who were audited under the various strategies, which included the City of Mill Valley for the Miller Avenue project, the Town of Ross for Local Streets and Roads, and the City of Novato for a Safe Pathways to School major project.

Ahmad Gharaibeh confirmed the purpose of the audit is to ensure the expenses charged by the fund recipients comply with the requirements of Measure A Expenditure Plan and the agreement between the recipients and TAM. Of the 6 recipients who were audited during this cycle Mr. Gharaibeh discussed in detail how they tested a sample of expenses from Marin Transit to ensure what they said they expended was in compliance. He confirmed that no findings or exceptions were found during the audit for six recipients selected

In response to Member Hagerty, Ms. Zhang confirmed the costs for the audit are met from the 4% programming management category allowed under Measure A and she noted that the cost of an audit does not necessarily depend on the size of the project. Ms. Zhang discussed how Marin Transit made the audit process easier by hiring a consultant to streamline their processes in earlier years.

In response to Mr. Vogt, Ms. Zhang said that Measure A supplies approximately 40% of Marin Transit's budget and it was noted that they would lose 60% of their services if this funding was not available.

Member Tye moved to approve 2018 Measure A Compliance Audit Results and Member Hagerty seconded the motion. The motion was approved unanimously.

6 Formation of the FY2017-18 COC Annual Report Sub-Committee and Approval of Development Schedule (Action)

Ms. Zhang discussed the need to form a sub-committee to help with the development of the FY2017-18 COC's annual report. Chairperson Pelham, Members Hagerty, and Member Joy Dahlgren volunteered to serve on the sub-committee.

In response to Member Tye and Mr. Vogt, Ms. Zhang stated that the design and production cost of the reports is about \$5,600. Hard copies will be made available to members for broad distribution. Member Tye requested that information on Measure AA is provided in the new report, which Ms. Zhang confirmed it is included.

Ms. Zhang said staff is recommending that Member Paul Premo is chosen as this year's featured COC member in the report, and she said he is making a good recovery following surgery. All committee members strongly agreed that Member Premo should be featured in the FY2017-18 annual report.

Member Tye moved to the appointments to the sub-committee and Member Bortel seconded the motion. The motion was approved unanimously.

7. Committee Member Hot Items Report (Information)

Member Tye reported on his attendance of Marin Transit's Board meeting regarding an emergency evacuation plan during major disasters such as the Camp Fire, and stated that the issue he spoke about was on the front page of the Chronicle today. Member Tye discussed his grave concern regarding the need

for an evacuation plan, particularly for the elderly, during a disaster. Ms. Florez noted that the County has a Nixle service to help but that elderly residents may not be familiar with cell and computer services during those times. Member Tye said that resources are available, but coordination is needed. Ms. Florez added that Marin Transportation Consortium, which she is participated in, has transportation for seniors and disabled, and is a good place to start.

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

The next meeting was scheduled for January 22, 2019. Ms. Zhang stated that discussions would include the COC Annual Report, updates on the North-South Greenway and ramp metering projects.

9. Open Time for Public Input

As no members of the public wished to speak, the meeting was adjourned at 7:00 p.m.

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