

MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
FINANCE & POLICY EXECUTIVE COMMITTEE  
OCTOBER 8, 2018  
3:30 p.m.

TAM CONFERENCE ROOM  
500 FIFTH STREET  
SAN RAFAEL, CALIFORNIA



**MEETING MINUTES**

Members Present: Judy Arnold, County of Marin Board of Supervisors, Committee Chair  
Alice Fredericks, Tiburon Town Council  
Damon Connolly, County of Marin Board of Supervisors  
Gary Phillips, San Rafael City Council  
P. Beach Kuhl, Ross Town Council

Other Members Present: Stephanie Moulton-Peters, Mill Valley City Council, TAM Chair

Members Absent: None

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

Chair Judy Arnold called the meeting to order at 3:30 p.m.

**1. Chair’s Report** (Discussion)

Vice Chair Arnold had nothing to report.

**2. Commissioner Comments** (Discussion)

There were none.

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

Executive Director (ED) Dianne Steinhauser discussed information contained on a factsheet handout on Senate Bill 1 (SB1) which was made available to all at the outset of the meeting. She noted that the factsheet had been distributed to the city/town managers as well as their public works directors and that the Metropolitan

Transportation Commission (MTC) produced videos for each of the nine Bay Area Counties to portray the risks involved if this repeal of the gas tax is approved.

ED Steinhauser reported on several new grant programs that the Bay Area Air Quality Management District (BAAQMD) is proposing for this fall; and that Caltrans announced, today, a new round of transportation planning grants under SB1 with applications due by the end of November. She stated that last year, TAM received planning grant money for the SR 37 project, Highway 1 at Tam Valley, and the Corte Madera Sea-level rise adaption project. She reported on a number of upcoming transportation-related events including: a ribbon-cutting ceremony for the 41 EV charging stations planned at the Civic Center on October 10; TAM will participate in the International Walk to School Day working closely with Sun Valley Middle School; and Marin Transit's celebration for the arrival of two all-electric busses on October 16. She reported on continued outreach staff is conducting for the sales tax renewal effort.

#### **4. Open Time for Public Expression**

None.

#### **5. Approval of Meeting Minutes from September 10, 2018 (Action)**

Commissioner Kuhl moved to approve the minutes of September 10, 2018 and Commissioner Moulton-Peters seconded the motion. Commissioners Fredericks and Phillips abstained as they were not in attendance at the meeting. The motion was unanimously approved.

#### **6. Review and Approve Comment Letter to the Metropolitan Transportation Commission Regarding Current State Route 37 Planning Efforts (Action)**

Mr. Nick Nguyen, Project Manager, presented this item which asked that the committee recommend to the full TAM Board to review and approve a comment letter to the Metropolitan Transportation Commission (MTC) and/or SR 37 Policy Committee regarding current State Route (SR) 37 planning efforts, requesting its support and RM3 funding to study levee deficiency and potential improvements in Segment A and to prepare an environmental document for the whole corridor, inclusive of Segments A, B and C, for the ultimate project.

Mr. Nguyen reviewed a history of this project and efforts to date including two studies conducted: one by MTC which included all three segments and a second one done by TAM for Segment A - the portion of the highway within Marin County's jurisdiction. He then reported on staff's recommendation to request support and RM3 funding to study levee deficiency in Segment A.

Chair Arnold asked Mr. Nguyen to name the agencies who are referenced in the portion of the draft letter to MTC which stated, "This sentiment has been supported recently by various resource agencies." Mr. Nguyen replied that the Water Resource Board, and EPA were the two primary agencies who asked the SR 37 Policy Committee to study the corridor as a whole.

Chair Arnold asked if the entire policy committee should be copied in on the letter. ED Steinhauser suggested that a copy of this letter could be sent to the Policy Committee members as well as to MTC Director Steve Heminger. so they are aware of TAM's position.

Commissioner Fredericks suggested that the sentences in the draft letter are extremely long and asked if they could be reformatted a bit. She added that the “ask” as written in the last paragraph of the letter is not concise and that it should be rephrased so that TAM is asking for all three segments to be studied at the same time and how the effects will interact with each other. She finalized her comments by suggesting the removal of the phrase, “In closing” at the beginning of that paragraph since TAM will continue to request funding and inclusion of all three segments, simultaneously, in the environmental study.

Commissioner Moulton-Peters asked for clarification that TAM is not asking for a specific share of the funds but is asking for a certain approach. ED Steinhauser clarified the question by citing a sentence in the third paragraph of page 2 and asking the Committee’s approval to change the wording to, “*We are currently estimating the larger evaluation to cost \$2-\$3 million, with the further detailed studies and design of that effort an additional \$15 million.*”

Commissioner Moulton-Peters suggested a conversation between TAM and the SMART Board regarding any interest they may have in participating in this effort since they have rail tracks in the area. ED Steinhauser stated that she has discussed, already, the idea of SMART staff participating on TAM’s team to evaluate levees relative to the SMART rail’s physical proximity. She added that there is a suite of other partners, as well, that TAM staff intends to include in the discussion about the larger study effort.

Commissioner Moulton-Peters asked that the letter incorporate SMART’s interest in the corridor and ED Steinhauser agreed that it could be included.

Chair Arnold indicated that SMART has received funding to study the rail’s path to Napa but not to American Canyon as that has never been an intended destination.

The Chair suggested that staff, at a minimum, send a copy of the letter to SMART and include a note inviting SMART staff to present it to their board as is appropriate.

Commissioner Phillips felt it would be more appropriate to take that route as suggested by Chair Arnold.

Commissioner Kuhl suggested that the letter would be more impactful if language is included to convey that it will not do any good to work on making improvements in Segments B and C, if traffic in Segment A is going to get blocked up due to flooding. He suggested that something to this effect be included in the second paragraph on the second page of the letter. After a brief discussion about the best place to put this statement, it was agreed to put it in the first paragraph of the letter. ED Steinhauser agreed to include this suggestion.

ED Steinhauser reminded everyone that the tenor and topic of the draft letter in discussion is consistent with the message TAM has conveyed for the past year regarding the need for a systemic approach to relieving congestion as well as providing a remedy for flooding in the corridor.

*Commissioner Connolly joined the meeting and was seated at the dais.*

ED Steinhauser noted that Solano County took the lead on this project and simultaneously notified, formally, the other partner CMAAs that they wanted a certain amount of funding from MTC to be applied to the interchange by the fairgrounds in Vallejo. What followed was MTC’s draft report in November 2017 which indicated the focus of funding for improvements was going to go to Segment B, in Solano, over the next 20 years and that the rest of the corridor, including Segment A in Marin, would be addressed after that, in a distant timeframe, likely 20 years or more. The executive director stated that she felt the TAM Board needed to be aware of this decision. Additionally,

she noted that Sonoma County is forwarding a letter to MTC stating their concerns over the segmented approach that MTC wants to take. Lastly, ED Steinhauser stressed that it is unfortunate that each of the four counties who have a stake in this corridor is taking their own position rather than a unified stand to correct issues throughout the length of the project.

Commissioner Phillipps motioned to recommend to the full TAM Board to review and approve comment letter to the Metropolitan Transportation Commission (MTC) and/or SR 37 Policy Committee regarding current State Route (SR) 37 planning efforts, requesting its support and RM3 funding to study levee deficiency in Segment A and to prepare an environmental document for the whole corridor, inclusive of Segments A, B and C, for the ultimate project with changes as discussed. Commissioner Fredericks seconded the motion which passed unanimously.

#### **7. Review and Acceptance of the First TAM Quarterly Project Status Report (Action)**

Li Zhang, Chief Financial Officer, presented this item which recommended that the TAM Finance and Policy Executive Committee review the First TAM Quarterly Project Status Report, provide comments, and refer it to the TAM Board for acceptance.

Ms. Zhang noted that this new quarterly report, as requested by the TAM Board, is an interdepartmental effort and, going forward, will be presented by the project delivery staff to the Programming & Projects Executive Committee and then to the full TAM Board later in the month. She added that the reports will be presented at the October, January, April, and July meetings.

The project managers reviewed the fact sheets for the projects assigned to each of them and responded to questions.

Commissioner Moulton-Peters suggested that each fact sheet have an area that shows the estimated vs. actual cost of the project by phase.

Commissioner Moulton-Peters commended staff on the report and suggested that it will be useful to the Board and to the public in answering questions regarding TAM's projects.

Commissioner Connolly moved to accept the first TAM Quarterly Project Status Report and refer it to the TAM Board for acceptance which was seconded by Commissioner Fredericks. The motion passed unanimously.

#### **8. Review and Acceptance of the FY2018-19 First Quarter Financial Report (Action)**

Ms. Zhang presented this report which recommended that the TAM Finance and Policy Executive Committee review the FY2018-19 First Quarter Financial Report and refer it to the TAM Board for acceptance.

She highlighted the fact that there has been a decrease in revenue from the Measure A ½-cent sales tax revenue and the Measure B \$10 Vehicle Registration Fee. She noted that the decrease in Measure A revenue is not due to a slowing economy but, instead, because of a revamping of the process by which the State of California distributes revenue, in this case, over the past two quarters. She added that she expects a sizeable “true-up” payment once the state’s new process is smoothed out. Regarding the decrease in Measure B revenue, she noted that this is due to a reduction in the number of registered vehicles.

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Ms. Zhang reported, also, that TAM's interest return in the CalTRUST account is doing well, primarily because of the investment in short- and medium-term fund accounts. She noted that the only downside risk to the funds in these accounts would occur should TAM find the need to liquidate them because, as of now, there is a non-realized loss.

ED Steinhauser reminded everyone that staff presented an interest fund summary report to the TAM Board in June at which time the TAM board programmed approximately \$1,000,000 in interest funds which could be applied to yellow school bus service. regarding an allocation of those funds, staff wanted to wait to see if the sales tax renewal is approved by voters next month. ED Steinhauser finalized her comments by stating that staff will revisit this topic with the Board after the November election.

Commissioner Phillips moved to refer the FY2018-19 First Quarter Financial Report to the TAM Board for acceptance which was seconded by Commissioner Kuhl. The motion passed unanimously.

*The meeting was adjourned at 5:00 p.m.*

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