



MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
EXECUTIVE COMMITTEE  
Programming & Projects  
June 11, 2018  
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, Principal Project Delivery Manager  
David Chan, Programming Manager  
Dan Cherrier, Principal Project Delivery Manager  
Derek McGill, Planning Manager  
Nick Nguyen, Principal Project Delivery Manager

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

Chair Moulton-Peters commended staff on the Innovation Workshop.

**2. Commissioner Comments** (Discussion)

Chair Moulton-Peters thanked Commissioner Furst for her services to the Programming & Projects Committee, whose term has ended.

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

Executive Director (ED) Steinhauser discussed TAM's Innovation Workshop on Friday, June 8<sup>th</sup>, noting that several speakers expressed an interest for continuing to work with TAM. ED Steinhauser reported that there were over 130 participants, including at least 15 elected officials. Planning Manager Derek McGill commented on the positive feedback and said TAM would be reporting on the survey results at a later meeting.

ED Steinhauser reported on the schedule of city and town meetings where TAM is requesting support for the Final Expenditure Plan. She noted that the Fairfax Town Council unanimously supported the plan last week, and that compliments were received from alternative fuel supporters. ED Steinhauser stated that all but one city would have been addressed by the time of the June Board meeting. She discussed the process for getting the sales tax measure on the November 6<sup>th</sup> ballot.

Commissioner Fredericks suggested the drawdown method to market future visions and impacts that are gathered from the workshops.

In response to Chair Moulton-Peters, ED Steinhauser said that staff should be able to identify potential innovation partners in the County once the survey results are finalized. She noted that TAM was invited to participate in a federal grant application for the Bay Area relating to an Autonomous Vehicle (AV) pilot program along with Contra Costa and San Francisco.

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

Cindy Winter, Greenbrae, stated her pleasure in seeing the workshop well attended. Ms. Winter commented on possible AV routes in Marin, her experience now that she is carless, and she urged TAM to encourage the use of subscription car services through behavioral change and outreach to seniors and people with disabilities. Ms. Winter also discussed the cost of car ride services and increased personal productivity with the use of AVs.

Chair Moulton-Peters suggested to Ms. Winter that she contact Marin Transit for information on a new transit app and training.

#### **5. Approval of Minutes from March 12, 2018 (Action)**

Commissioner Fredericks moved to approve the minutes of April 9, 2018, with the following amendment:

“Commissioner Furst moved to accept the staff recommendation on Measure B funding, with the exception of adding \$45,000 per year in years 8 and 9 under Element 3.3....”, amended to:

“Commissioner Furst moved to accept the staff recommendation on Measure B funding, with the exception of adding \$45,000 per year in years FY2018-19 and FY2019-20 under Element 3.3....”:

Commissioner Lucan seconded the motion, which was unanimously approved.

#### **6. Project Updates and Select Capital Improvement Projects (Discussion)**

ED Steinhauser explained that staff would be including capital project updates into the quarterly financial report process to the commissioners, and Principal Project Delivery Manager Bill Whitney presented the current updates as contained in the staff report. Mr. Whitney explained that he would be keying in on two projects- ramp metering and the North South Greenway.

Mr. Whitney provided background information on the ramp metering project, noting that it is moving towards implementation. He discussed TAM's role in the project, including presentations on the benefits of the system, and Phase 1 of the project from Spencer Avenue to Sir Francis Drake Blvd northbound. He explained that this phase includes improvements to the Hwy 101 Tiburon/East Blithedale Avenue Interchange, including the westbound Tiburon Blvd to Northbound Highway 101 approach lane widening project. The overall Phase 1 Ramp Metering project including these improvements should begin in early 2019.

Mr. Whitney discussed outreach efforts for the ramp metering program and data collection that determines meter rates. In response to Chair Moulton-Peters, he said the lights would most likely be activated from Spencer Avenue

to Sir Francis Drake Blvd. Meters in San Rafael are not included in this Phase 1 work and would be activated in a later phase.

Mr. Whitney discussed the scope of the study in response to Commissioner Rice, noting that San Rafael's downtown grid will be studied by the Technical Advisory Committee (TAC) in response to the City's concern about the effects of metering on northbound traffic entering San Rafael. He confirmed that Caltrans are funding the ramp metering project.

In response to Commissioner First, Mr. Whitney confirmed that Public Works' staff are part of the Ramp Metering TAC, and that Caltrans has released design documents to local agencies and have asked for feedback. He discussed the need to close ramps during construction, only at night.

Mr. Whitney proceeded to discuss the north segment of the North-South Greenway project, noting that one segment is owned by Caltrans and the other belongs to the City of Larkspur. He reported that Caltrans expressed concern relating to the structural design of the 95% submittal, albeit that they have approved the design concept. Mr. Whitney discussed the reasons why the project costs will exceed the estimate and said it is possible the Committee will be asked to reserve Measure A interest funds for the project.

In response to Commissioner Rice, Mr. Whitney said that approximately 30% of the \$15 million projected costs relate to soft costs such as design and environmental studies.

Mr. Whitney discussed the southern segment, noting that SMART is supporting the path along the southern segment. He said Marin Municipal Water District have expressed concerns relating to water, so the environmental document is not anticipated to be completed until next year.

ED Steinhauser discussed the improvements that will result in this project, including quality bike and pedestrian facilities from Wornum Drive to the ferry terminal and SMART station. Chair Moulton-Peters suggested highlighting the comparatively low cost of building bike paths in relation to highways during bike project discussions with the Board. Commissioner Rice suggested including information on project cost increases.

**7. Approaches to the Richmond San Rafael Bridge – Project Update and Augment Project Budget and Approve Contract Amendment and Interagency Agreement (Action)**

Principal Project Delivery Manager Bill Whitney presented the staff report. He discussed the two improvement projects relating to the Richmond San Rafael Bridge approaches, from East Sir Francis Drake Blvd and northbound from Bellam towards Hwy 580. He noted that a separate bicycle and pedestrian improvement project was pursued at East Sir Francis Drake Blvd offramp structure from Hwy 580, where East Sir Francis Drake exits the freeway – improvements were to include a concrete barrier that separates traffic and bicyclists.

Mr. Whitney discussed improvements to East Sir Francis Drake Blvd, that are completed. These improvements have had a substantial benefit to traffic flow, especially relocating an east bound lane drop. However, he noted that estimated costs have risen on the bicycle and pedestrian improvements on the structure over Hwy 580 and that staff are requesting the project is suspended for the time being to direct funds to the project at Bellam Blvd that is more urgent. ED Steinhauser explained that the bicycle improvements on Sir Francis Drake Blvd might attract RM3 funds, which she discussed with the Committee.

Principal Project Delivery Manager Dan Cherrier furthered the discussion on a potential project to replace the Sir Francis Drake overcrossing, making it wider to accommodate bikes, in relation to acquiring RM3 funds for the

connector project. Mr. Cherrier also reported on the Richmond San Rafael Bridge, noting that there is no traffic backup towards Hwy 580, and he discussed future improvements on Bellam Blvd that are scheduled for 2019.

Mr. Cherrier discussed the actions requested from the Committee, including approval for increased funding for the Bellam Blvd project and the adoption of the CEQA document. In response to Commissioner Sears, Mr. Cherrier confirmed the consultant determined the project was exempt from the CEQA process. There was general agreement amongst the commissioners that a second opinion should be sought to confirm the exemption.

Chair Moulton-Peters opened the public comment period. David Schonbrunn discussed the reasons he believes the Bellam Blvd improvements should have been accomplished earlier. Mr. Schonbrunn said the project does not address the flow of traffic from the freeway that is not using Hwy 580, and he suggested that traffic flowing east on Sir Francis Drake Boulevard should no longer be able to access Anderson Drive for reasons he discussed.

In response, ED Steinhauser discussed the timeline for the project, noting that the project benefits access to the area, including the Canal Neighborhood and East San Rafael. She noted that Golden Gate buses use Anderson Drive to access their facilities and so closing it was not advisable. She noted that changes might occur in the future at that location in relation to the connector project.

In response to Commissioner Rice, ED Steinhauser said that a presentation for the F&P Committee relating to the use of Measure A interest funds will also be given to the full Commission at the next meeting.

General discussion on the Bellam Blvd project took place. Mr. Cherrier confirmed that the high number of residents in the Canal was a consideration in the design, and he acknowledged the design was implemented before the third lane opened on the Richmond San Rafael Bridge. He also confirmed the City of San Rafael supports the design and Chair Moulton-Peters suggested the City be invited to a meeting for their feedback.

Commissioner Sears moved to recommend (1) Augment the existing project budget with \$600,000 of Transportation Sales Tax Interest Funds, (2) Authorize the Executive Director to execute a contract amendment with BKF Engineering to increase the Not to Exceed amount by \$350,000, (3) Confirm staff decision to stop design activities on the bicycle facility on the westbound I580 off-ramp flyover to East Sir Francis Drake; (4) Authorize the Executive Director to Enter into an Interagency Agreement with the County of Marin for Construction Management and construction capital in the amount of \$4,000,000, (5) Adopt CEQA findings should a second opinion be consistent with the consultant's opinion that the project is exempt, for the Bellam Project (6) and forward these requests to the full TAM Board. Commissioner Rice seconded the motion, which carried unanimously.

**8. Programming Current Cycle 5 Lifeline Transportation Program (LTP) and Future State Transit Assistance (STA) Population-Based Funds**

**a. Prioritize Projects for Fifth Cycle Lifeline Transportation Program (LTP) Funds (Action)**

**b. Authorize Programming Distribution of State Transit Assistance (STA) Population-Based Funds (Action)**

Programming Manager David Chan provided materials to the Board and he presented the staff report. He provided background information on the LTP, noting that TAM has used Lifeline funds for community-based transportation funds in the Canal, Marin City and Novato. He discussed funds that have been received from MTC for the 5<sup>th</sup> cycle, which include STA and FTA (Federal Transit Administration) funds, and he discussed the need to swap funds if funds are not programmed to transit operations.

Mr. Chan noted that information on the projects submitted are contained in the staff report, and that the amount of funding requested is much greater than the amount available. Mr. Chan discussed the process and criteria for choosing projects for funding, including cost effectiveness and sustainability, the ranking of each project, and staff's recommendation to fund 3 projects (and a fourth partially), including Marin Transit's bus stop improvement program.

Mr. Chan discussed the need to swap the funds for the County and City of San Rafael. He explained that the Board is requested to approve the prioritized list and that staff would return with a different recommendation if they are unable to find a partner with whom to swap funds.

In response to Chair Moulton-Peters, ED Steinhauser provided background information on this source of MTC funding, noting that their purpose is to provide more equity in communities who spend an inordinate share of their funds in transportation costs. ED Steinhauser explained that TAM developed community-based transportation plans for the Canal, Marin City and certain areas in Novato who are most in need of funding. She said the cities produce a list of projects that TAM tries to prioritize and noted that the cities can fund projects themselves if they so choose.

Mr. Chan discussed the fund-swapping process in response to Chair Moulton-Peters. He confirmed the process does not result in an agency losing funds and that they are able to keep 1%-5% for administrative costs.

Commissioner Lucan noted that he would be unable to participate in any action that affected the Novato SMART station and would recuse himself.

ED Steinhauser clarified swaps in response to Commissioner Rice, which she noted enable TAM to fund projects that are not eligible for these funding sources. ED Steinhauser discussed the reasons LTP (and STA) funding might change in the future if SB 1 is repealed, and that this might be the final funding cycle.

ED Steinhauser discussed a second action recommended to the committee, which is a request to dedicate SB 1/STA funds (Item 8b) of \$2.4 million to transit operators for FY2018-19.

Mr. Chan explained how MTC has changed the Lifeline program for the forthcoming year, which allows CMAs to decide if they wish to continue the program.

In response to Chair Moulton-Peters, ED Steinhauser recommended caution in promising Lifeline funding to the communities in the future. She confirmed TAM is no longer receiving capital eligible funds, only transit eligible funds.

In further response to Chair Moulton-Peters, Mr. Chan explained that Marin City still intends to use funds provided to them for a shuttle program, noting that they have experienced staffing problems.

In response to Chair Moulton-Peters, ED Steinhauser said that Marin Transit could use STA or Measure A funds for bus service, although she remains optimistic that TAM will find a partner for the \$316,000 of Lifeline swap funds.

In response to Commissioner Rice, Mr. Chan explained that Marin Transit Routes 36 and 122 were not prioritized for funding because the routes already exist, they meet the identified performance standards and are unlikely to be cut. The LTP program is intended for new improvements.

Chair Moulton-Peters opened the public comment period. Mr. Schonbrunn explained that he does not support this fund swap because it will result in there being less money available for transit operators, and SB 1 could provide funding for projects that are ineligible for LTP and STA funds.

ED Steinhauser suggested the Board take action on both items simultaneously.

Nancy Whelan, General Manager Marin Transit, confirmed the need for transit funds, particularly for school services in relation to traffic congestion relief. She discussed their ability to use SB1 funds and their concern should SB1 be repealed. She expressed her support that funds remain in transit to help with increasing costs and demand.

In response to Commissioner Sears, ED Steinhauser said that TAM was required to submit candidates by May 1, 2018 for FY2017-18 funds, and that the recommendation is to proceed with allocating the funds. Chair Moulton-Peters said she could support this year's allocation, and a brief discussion took place relating to future funding for these communities should SB1 be repealed. It was very likely the program would be re-set to transit services only.

Commissioner Lucan moved to recommend funding for the following prioritized projects:

- 1) Marin Transit's Bus Stop Improvements
- 2) Marin County's Drake/Cole Pedestrian Improvements
- 3) San Rafael's Canal Neighborhood Uncontrolled Crosswalk Improvement Project; and partial funding for the following project:
- 4) Marin Transit's School Transportation Service to Middle Schools, and

Refer to the TAM Board the recommendation to authorize staff to communicate to MTC on the percentage breakdown, as shown below, that each transit agency in Marin will receive in STA Population-based funds under the County Block Grant Program. Commissioner Rice seconded the motion, which carried unanimously.

**9. Project Update on the Marin Sonoma Narrows and Letter to MTC Requesting RM3 funds (Action)**

ED Steinhauser presented a brief staff report. She explained that the letter confirms TAM Board's support for the request for funds from MTC to accelerate completion of the MSN car pool lane and multi-use pathway facilities because funding sources from the State (CTC) will not cover the design support. ED Steinhauser noted that funding from sales tax should be available next year, but that there are insufficient funds remaining to continue with design beyond August or September of 2018 because the money the Board authorized under OBAG would have been spent.

ED Steinhauser stated that the project needs to be delivered and that MTC have indicated some willingness to advance TAM the funds, and that the attached letter confirms the request.

There was no comment from the public.

Commissioner Rice moved to recommend that the TAM Board authorize the TAM Chair to send the attached letter to the Metropolitan Transportation Commission (MTC) to request Regional Measure 3 funds to complete the design work of the remaining MSN segments in Marin County. Commissioner Lucan seconded the motion, which carried unanimously.

**10. Letter to MTC Requesting RM3 Funds – SMART Station in Downtown Novato (Action)**

Commissioner Lucan recused himself because he has a property interest within 1,000 feet of the SMART station. ED Steinhauser presented a brief staff report. She discussed the gap in funding for the Grant Avenue SMART platform in downtown Novato, noting that TAM has contributed \$1.5 million and the City of Novato has funded a substantial shortfall, but that a gap of \$2.1 million remained. ED Steinhauser noted that TAM and the City of Novato should be able to provide some extra funding, but that it is advised a request for the shortfall should be made to MTC for RM3 funds.

Commissioner Sears Moved to authorize the TAM Chair to send the attached letter to the Metropolitan Transportation Commission (MTC) to request an urgent advance of Regional Measure 3 (RM3) funds for SMART's station in Downtown Novato. Commissioner Rice Seconded the motion, which carried with Commissioner Lucan absent.

*The meeting was adjourned at 3:45 p.m.*

Approved July 9, 2018