



MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
TAM

May 30, 2019  
6:00 PM

MARIN COUNTY CIVIC CENTER, ROOM 330  
3501 CIVIC CENTER DRIVE  
SAN RAFAEL, CALIFORNIA

**MEETING MINUTES**

Members Present: Alice Fredericks, Tiburon Town Council, TAM Vice Chair  
Damon Connolly, Marin County Board of Supervisors  
Dan Hillmer, Larkspur City Council  
David Kunhardt, Corte Madera Town Council  
Dennis Rodoni, Marin County Board of Supervisors  
Eric Lucan, Novato City Council  
John Reed, Fairfax Town Council  
Judy Arnold, Marin County Board of Supervisors, TAM Chair  
Susan Cleveland-Knowles, Sausalito City Council  
Stephanie Moulton-Peters, Mill Valley City Council

Members Absent: Brian Colbert, San Anselmo Town Council  
Gary Phillips, San Rafael City Council  
James Campbell, Belvedere City Council  
Kathrin Sears, Marin County Board of Supervisors  
Katie Rice, Marin County Board of Supervisors  
P. Beach Kuhl, Ross Town Council

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

Chair Arnold called the meeting to order at 6:00 p.m.

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

- a. Letter of Appreciation for Cindy Winter

Chair Arnold acknowledged and thanked Cindy Winter for her support of TAM, her advocacy for safe walking and cycling, and contributions to TAM's research in the area of new transportation technology. She encouraged Ms.

Winter to return and participate in future TAM meetings. ED Steinhauser presented a letter of appreciation to Ms. Winter. Ms. Winter thanked the TAM Board and stated she appreciated the opportunity to contribute and learn about autonomous vehicle technology. She stated she believed TAM is on the right track with regards to autonomous vehicle integration. Ms. Winter discussed a 3-month autonomous bus pilot program at Sacramento State using a small AV, and she suggested it would be useful to obtain the results of the program.

**2. Commissioner Matters Not on the Agenda (Discussion)**

There were none.

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

ED Steinhauser reported on the California Transportation Foundation 2019 Transportation Award event on May 28, where TAM was one of the award recipients for the Freeway Project of the Year Award for the Richmond-San Rafael Bridge Eastbound Third Lane. She acknowledged the Bay Area Toll Authority, Caltrans, OC Jones, and the Contra Costa Transportation Authority as fellow award winners.

**4. Commissioner Reports (Discussion)**

a. Metropolitan Transportation Commission (MTC) Report

Commissioner Connolly reported that MTC has been focusing this month on housing-related state legislation in development. He noted SB 50 has been tabled for this year but may return for consideration next year, and AB 1487, which is a proposal to create a new regional housing agency with taxation authority, that has passed the Assembly and is moving to the Senate. Commissioner Connolly commented on the development of Plan Bay Area 2050 and the current revisions in progress, which include two categories for self-nominated Priority Development Areas (PDA) that will incorporate mobility and equity with the mix. He noted that outreach will continue.

b. Marin Transit Report

Commissioner Connolly stated he had nothing to report.

c. SMART

Commissioner Lucan reported on SMART's promotion allowing children 18 and younger to travel free on the train when accompanied by an adult between Memorial Day and Labor Day.

Commissioner Moulton-Peters asked ED Steinhauser for an update on SMART's traffic closure in San Rafael. ED Steinhauser reported that work on the Larkspur extension is progressing and noted occasional closures would occur. Public Outreach Officer Molly Grahame stated that Second Street would be closed on Friday, May 31<sup>st</sup> at 8 p.m. until Monday, June 3<sup>rd</sup> at 4 a.m., and Third Street would be closed from Friday, June 7<sup>th</sup> until Monday, June 10<sup>th</sup> during the same hours.

**5. Open Time for Public Expression**

Carleen Cullen, Cool the Earth (CTE), reported on the Drive Clean Marin campaign between local agencies and non-profit organizations to develop electric transportation. She noted that the campaign does not address congestion but should impact greenhouse gasses. Ms. Cullen reported on the results of CTE's focus groups on perceptions of electric vehicles and the need to increase both access to charging stations and the public's knowledge of them. She

also discussed the need for ultra-fast charging stations, which would benefit apartment complexes, and their commitment to helping towns and the County to advance new technology.

**6. CONSENT CALENDAR (Action)**

- a. Approve TAM Board Meeting Minutes of April 25, 2019
- b. Accept Update of Program/Project Management and Oversight Services Contract
- c. Review and Release the Proposed TAM FY2019-20 Annual Budget for Public Comment
- d. Appointments to the Citizens' Oversight Committee
- e. Amendment to the Mark Thomas & Company Highway 101 Marin Sonoma Narrows Contract, C-FY08/09-06, to Complete the Construction Support for Segment B3 – San Antonio Creek Curve Correction Project

Commissioner Kunhardt commented on the Measure B Vehicle Registration Fee fund budget, asking about the proposed decrease in Element 3.3, the Alternative Fuel Vehicle Program. He felt the figure is less than half the amount that should have been budgeted and he is concerned that even less will be allotted in the future.

Commissioner Moulton-Peters commented on the Program/Project Management and Oversight Services Contract and stated the on-call support and advice has been helpful. She supported the contract update.

Chair Arnold open and closed public comment on the Consent Calendar with no speakers coming forward.

Commissioner Hillmer moved to approve the Consent Calendar, which Commissioner Lucan seconded. The motion carried unanimously.

**7. Policy on Use of Measure A/AA Interest (Action)**

ED Steinhauser introduced Deputy ED Dan Cherrier to present the proposed policy. She noted the executive committee had approved this policy to be presented to the Board.

Mr. Cherrier noted the interest policy has historically been part of the strategic plan, but is being presented separately tonight. He reviewed past usage of Measure A interest, noting usually these funds are used for critical unexpected needs that cannot be funded through other means, because those funding sources are fixed. Upcoming projects include, Bellam Boulevard and the North South Greenway, which may have higher than anticipated bids. The interest funds may be required for these projects to prevent delay and future increased costs. Staff is recommending reserving current funds for allocation to 1) A long-term commitment to fund an insurance policy related to the Central Marin Ferry Connector Project, 2) bid opening and construction shortfalls, 3) funding commitments to bike and pedestrian path maintenance, noting that few other funding sources can be used for that purpose, and 4) other emerging unfunded immediate needs, noting that the funds were used for the Golden Gate shuttle service to the ferry and the Yellow School Bus Program. Mr. Cherrier confirmed that staff is not requesting anything new.

Mr. Cherrier reviewed comments from the Executive Committee meeting, including the suggestion from Marin Transit to allocate the interest funds in the same percentages as the rest of the Expenditure Plan. He noted that this suggestion would result in very small amounts and remove a source of flexible funds that historically has been used to help keep projects on track. He added this can be revisited in future years if there are no similar emerging projects needing these funds.

ED Steinhauser noted an additional complication is that TAM does not have other flexible sources of funds to turn to and would have to request commitments from local jurisdictions in construction shortfall situations, such as higher than anticipated opening bids. She added that specific use of these funds would be brought to the Board for approval and tonight's action is to approve the general policy.

Chair Arnold suggested that the reference to Central Marin Ferry Connector project should be removed in the first priority because the commitment should be finished before the end of the year.

Commissioner Hillmer requested that the plan to revisit the policy annually be included in the policy as well.

Commissioner Moulton-Peters stated this is an important source of funding and flexibility and benefits a variety of agencies and projects, and that she supports it. She hoped that this policy would remain in perpetuity and reviewed annually.

Chair Arnold open and closed public comment on the Item with no speakers coming forward.

Commissioner Kunhardt moved to accept the Policy on Use of Measure A/AA Interest, which Vice-Chair Fredericks seconded. The motion passed unanimously.

## **8. Measure AA Strategic Plan (Discussion)**

Chair Arnold stated that today would open a 30-day comment period on the Measure AA Strategic Plan. A public hearing, Board discussion, and potential approval of the strategic plan would be on the Board's agenda for the June 27 meeting.

ED Steinhauser introduced Manager of Programming and Legislation David Chan to present the proposed strategic plan. Mr. Chan provided background information on the measure, noting that collection of funds from Measure AA began on April 1, 2019 and will continue to March 31, 2049. He explained that the Expenditure Plan directs TAM to develop a Strategic Plan with the purpose of reconciling funding, timing and project needs, and that the plan lists the categories of projects that are eligible for funding. Mr. Chan also explained that a commitment under Measure AA was made to continue funding 6 projects, including 5 projects from the Major Roads category, which will be funded by a set aside of \$2.35 million annually for 14 years from revenues collected. He noted that the same amount was set aside for 14 years under Measure A.

Mr. Chan summarized the revenue and expenditure estimates, reviewed notable expenditures in each category, and provided explanations for annual funding trends. He noted that 5% could be set aside for administration and program management costs and that approximately \$1.1 billion over a 30-year period should be collected for the remaining 4 categories. Mr. Chan also discussed the immediate need for funds in Category 1, including matching funds for Marin Sonoma Narrows and the Direct Connector projects, while in Category 2, a request for funds would be made from the cities and towns for Local Streets and Roads. Other funding priorities would include Safe Pathway Call for Projects in June 2019 for small and large projects, which Mr. Chan discussed. He anticipated seeking Board approval for projects in the fall.

Mr. Chan moved on to discuss Category 4 that concerned revenue for transit, noting the differences in allocation under Measure A and Measure AA and the effects of the proposed 5% reserve. He discussed the anticipated drop in funding over the next few years, noting that transit received additional funds that were distributed under Strategy 2 from Measure A.

ED Steinhauser noted that TAM did not collect a 5% reserve from funding categories in the last five years since there was already a healthy reserve collected. In FY19/20, staff's recommendation is to release the current reserve and begin collecting the 5% again. However, the Board can choose not to collect a reserve, delay or lessen it, but TAM will not have an emergency fund to maintain services and programs if the economy enters a recession. ED Steinhauser noted that staff is currently conducting research on other counties' processes.

Commissioner Moulton-Peters asked if the reserve is an all or nothing decision. ED Steinhauser stated the Expenditure Plan recommends a reserve be considered across all elements, which is the expectation of the public and the Citizens' Oversight Committee.

Commissioner Kunhardt asked if the current reserve could be either partially distributed and then rolled over into the new reserve. ED Steinhauser stated it could, but the changes in percentage allocation make that complicated.

Commissioner Lucan asked if it is possible not to collect a reserve in some categories since Marin Transit has its own reserve. ED Steinhauser stated it is not recommended. She noted the Expenditure Plan Advisory Committee also expected that the reserve would be taken across all categories.

Vice-Chair Fredericks asked about a potential increase in other funding available to Marin Transit. Mr. Chan noted there is a carryover from Measure A that has not yet been programmed of about \$9.3 million. ED Steinhauser added that the increase in collection for this year would represent about \$525,000 immediately available to Marin Transit. ED Steinhauser noted that a letter had been received from Marin Transit in response to the draft Strategic Plan. An analysis and response from TAM would be available at the next Board meeting, and staff would be happy to consider and respond to any other comments. Mr. Chan also noted that a breakdown of projected revenue at 0%, 5%, and 10% reserve was included in the staff report for the Board's consideration.

Mr. Chan noted that many of the policy elements are carried over from Measure A and reviewed the policy elements including the strategic plan update policy, the expenditure plan amendment policy, the funding restriction policy, and the interest fund policy. He noted in addition to the reserve policy, the Board needs to discuss and agree on the advancement of fund policy for Local Streets and Roads. He also noted that a cash flow plan and possible financing options would need to be discussed for certain projects. ED Steinhauser noted that the funding plans for these projects were based on 30 years' worth of sales tax collection; however, some of these major projects will be ready for allocation in the next two to three years.

Commissioner Moulton-Peters asked for a visual that captures the overall picture of the funding distribution and speaks particularly to the off-the-top allocations. She hoped to see a one page document incorporating the charts of the sub-elements and the reserve scenarios.

Commissioner Rodoni asked if a 2.5% reserve allocation collected for twice as long as the 5% allocation could be considered and that if TAM and Marin Transit could discuss and have a consensus on the amounts. ED Steinhauser stated staff would provide estimates based on that scenario as well.

Commissioner Rodoni also commented on the differing amount of Marin Transit's allocation as reflected in the strategic plan and in Marin Transit's letter. He asked if TAM staff could meet with Marin Transit to resolve the discrepancy and clarify the correct number.

Mr. Chan reviewed the public comment and approval timeline.

Chair Arnold open and closed public comment on the Item with no speakers coming forward.

## **9. Caltrans Report (Discussion)**

ED Steinhauser reported that Caltrans is working closely with Bay Area Toll Authority (BATA) to study loading and traffic on the Richmond-San Rafael Bridge. Caltrans has also committed to developing the planning and environmental work associated with raising Highway 37 in Marin County and will be amending that into the 2018 shop at its June meeting. She gave an update on other Caltrans projects and noted Caltrans District 4 Director Tony Tavares has been invited to a future TAM meeting to speak about the Caltrans priorities.

Commissioner Lucan moved to adjourn the meeting, which Commissioner Kunhardt seconded. The motion passed unanimously.

*The meeting was adjourned at 6:57 p.m.*

Approved July 8, 2019