



MEETING OF THE  
 TRANSPORTATION AUTHORITY OF MARIN  
 EXECUTIVE COMMITTEE  
 Administration, Projects & Planning  
 June 10, 2019  
 3:30 PM

TAM CONFERENCE ROOM  
 900 FIFTH AVENUE  
 SAN RAFAEL, CALIFORNIA

**MEETING MINUTES**

Members Present: Alice Fredericks, Tiburon Town Council, Committee Chair  
 Brian Colbert, San Anselmo Town Council  
 Damon Connolly, Marin County Board of Supervisors  
 Gary Phillips, San Rafael City Council  
 Judy Arnold, Marin County Board of Supervisors

Members Absent: Kate Sears, Marin County Board of Supervisors

Staff Members Present: Dianne Steinhauser, Executive Director  
 Bill Whitney, Principal Project Delivery Manager  
 Dan Cherrier, Deputy Executive Director  
 David Chan, Manager of Programming & Legislation  
 Derek McGill, Planning Manager  
 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 Alice Fredericks called the meeting to order at 3:50 p.m.*

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

Chair Fredericks noted she did not have a report.

**2. Commissioner Comments** (Discussion)

There were none.

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

Executive Director (ED) Steinhauser reported that TAM is working with Marin Clean Energy (MCE) and Bay Area Air Quality Management District (BAAQMD) to launch an electric vehicle (EV) promotion campaign with Cool the Earth, called "Drive Clean Marin." ED Steinhauser confirmed that TAM will commit up to \$27,000 in funding to promote EV's in Marin, MCE is allocating \$40,000 for activities over its four-county territory, and BAAQMD is contributing \$30,000.

ED Steinhauser also reported on the Ramp Metering project on Hwy 101. She stated that Caltrans is notifying local agencies and the public that construction will be taking place, which is scheduled to be completed by the Spring of 2020.

ED Steinhauser announced the opening of the Grand Avenue Bicycle and Pedestrian Bridge on Thursday, June 13, which TAM helped to fund. ED Steinhauser concluded her report with an update on the June 27 Board Meeting noting that interviews for the executive director position will occur prior to the board meeting.

Chair Fredericks thanked TAM and the City of San Rafael on completing the Grand Avenue Bicycle and Pedestrian Bridge project.

#### **4. Open time for public expression**

No one from the public came forward to speak.

#### **5. Approval of the Minutes from May 13, 2019 Meeting (Action)**

Commissioner Phillips moved to approve the Minutes from May 13, 2019 Meeting which Commissioner Connolly seconded. The motion carried unanimously.

#### **6. Mobility on Demand Grant (Discussion)**

ED Steinhauser introduced Tim Haile, Deputy Director of Capital Projects at the Contra Costa Transportation Authority (CCTA), to discuss the agency's plans for a Mobility on Demand pilot program. ED Steinhauser explained that a federal grant was awarded to Contra Costa, San Francisco and Marin to develop a Mobility on Demand program and that it was the only regional transportation agency of the nine awardees.

Mr. Haile discussed Contra Costa's plan to develop a single platform that would integrate public and private transportation networks to enable users to plan trips that would include multi-modal transport options. Mr. Haile explained that it is hoped the single platform would complement all existing public and private transportation options from over 24 transit operators in the Bay Area to provide a seamless, personal trip for the user.

Mr. Haile discussed the mobile application, which will enable users to schedule, pay and track their journey, and receive rewards for the trip that was booked through the platform. Mr. Haile explained that the main purpose of the platform is to tailor the transport options to the user, which could include carshare in addition to transit.

Mr. Haile discussed the \$17.6 million grant, which he noted requires a 50% match. He explained that there is a requirement to complete Phase 1 of the project, which includes a trip study of the Hwy 680 corridor in Contra Costa County with destinations in Marin County (such as SMART), and San Francisco. Mr. Haile stated that a main goal is to connect people to transportation options more efficiently and in a way that makes the journey time comparable to driving. By way of example, Mr. Haile explained that, having evaluated the transportation options, he chose to arrive at this meeting by carshare to save time.

Mr. Haile discussed the need for a regional data center to allow for real time trip planning and provide information on what people are using and where they are going to enable better transportation planning and investment. Mr. Haile also discussed the need to integrate the transportation services. He noted that data collected from the mobile application can identify areas where governments can incentivize behavioral change and provide more mobility options.

ED Steinhauser stated the potential of this application to provide options that encourage people not to drive.

There were no public comments on this issue.

Commissioner Phillips stated that the project had a lot of merit and Chair Fredericks congratulated Mr. Haile and staff for attracting the grant.

**7. Review and Acceptance of 2019 Measure A 1/2-Cent Transportation Sales Tax Compliance Auditee Selection List (Action)**

Chief Financial Officer, Li Zhang, presented the staff report which asked the Committee to review the 2019 Measure A 1/2-Cent Transportation Sales Tax Compliance Auditee Selection List and refers it to the TAM Board for approval. Ms. Zhang noted that this is the 9<sup>th</sup> cycle of the Sales Tax Compliance Audit and that staff is recommending the following 5 recipients being audited: the City of San Rafael and County of Marin for the maintenance of multi-use pathways under the interest fund category, Marin Transit, who are audited annually due to the significant amount of funding it receive, the City of Sausalito for local streets and roads funding, and Town of Fairfax for a large Safe Pathways project. Ms. Zhang noted that Safe Routes Pathways category, under Strategy 4.1, is audited every 3 years and are not due to be audited this year, the Crossing Guards category, under Strategy 4.2, are audited every other year and were audited last year and for the final category - Safe Pathways to Schools - the Town of Fairfax has been selected for a large project.

Ms. Zhang explained that, since Measure AA will be implemented with the start of the new fiscal year on July 1, staff is recommending updating the Measure A Compliance Audit Policy to reflect new policies for the Citizens' Oversight Committee (COC) review and the Board's approval in the near future.

Ms. Zhang discussed the next steps in the process, when the Board will be asked to approve the list of auditees selected. Staff will conduct a workshop in August and the agencies will meet with the audit team. She noted that the contract for the previous auditor was terminated due to a potential conflict of interest because the auditor works, as well, with the City of San Rafael. Ms. Zhang stated that interviews for a new audit team were conducted early last week and staff will be making a recommendation to the TAM Board at its June meeting.

There were no members of the public present.

Commissioner Phillips moved to accept 2019 Measure A 1/2-Cent Transportation Sales Tax Compliance Auditee Selection List, which Commissioner Connolly seconded. The motion passed unanimously.

**8. Accept Caltrans Planning Grant for Bus on Shoulder and Authorize Local Resolution of Support (Action)**

ED Steinhauser introduced this item which asked the Committee to review and approve a resolution authorizing the Executive Director to execute Agreements with Caltrans to accept a Caltrans Planning Grant to conduct a Bus on Shoulder Feasibility Study for Highway 101 and approve matching funds from TAM as required by the grant. She stated that TAM has received a grant for a feasibility and planning study to implement Bus on Shoulder to provide travel time savings for transit users. ED Steinhauser explained that shoulder areas are available on Hwy 101 in north Marin from Novato to San Rafael but are limited in the south because the available road space was used for a carpool lane. ED Steinhauser provided background information on Bus on Shoulder and explained that buses would be able to use the shoulder to navigate the highway during commute hours to provide significant travel time savings.

Senior Transportation Planner Scott McDonald discussed the Caltrans grant, which the Board needs to formally accept by resolution at its June meeting. Mr. McDonald discussed the Hwy 101 corridor, which has 500 daily buses with 20,000 riders, half of whom use local Marin Transit routes and the other half use Golden Gate Transit's routes. He noted that there are significant delays from Novato to San Rafael, which should benefit from Bus on Shoulder.

Mr. McDonald explained the importance of the issue by comparing travel time between Marin Transit's route 35 and a single-occupancy vehicle, noting that the bus takes significantly longer than driving alone. Mr. McDonald explained how the study would look at the feasibility and the potential benefits to the different routes along the corridor.

Mr. McDonald discussed how Marin County has some existing facilities which Bus on Shoulder could capitalize on, such as inline bus stops and auxiliary lanes. Mr. McDonald showed some images of Bus on Shoulder in other cities.

In response to Commissioner Arnold, ED Steinhauser explained that High Occupancy Lanes (HOV) sometimes exist alongside Bus on Shoulder lanes, citing Chicago as an example. She discussed the difficulty of buses using the HOV lanes in Marin particularly when needing to cross traffic to pick up passengers at traffic stops.

Mr. McDonald explained that the study will consider conceptual designs, ridership benefits, outreach, and develop an implementation plan. He stated that TAM's partners include transit operators, MTC, California Highway Patrol, the Cities of San Rafael and Novato, and Caltrans.

Mr. McDonald discussed the \$308,000 grant from SB1, which requires matching funds that staff is recommends through local city and county contributions. He noted that the grant must be formally accepted by a resolution at the next TAM Board meeting, so that the documents can be filed with Caltrans by the middle of July. Mr. McDonald stated that staff is asking the committee to make a recommendation to the Board to approve the resolution.

Commissioner Phillips asked why the project has not been undertaken by Caltrans and why the need for a feasibility study. In response, ED Steinhauser explained that the focus of the study would be on planning and design for the project; that frequency of bus trips and the need for buses to cross onramps need to be studied. Furthermore, ED Steinhauser explained that public outreach and studies showing the project's effectiveness is necessary to secure state funding for this capital project. She noted that TAM is undertaking the project, rather than Caltrans, because it is not a standard policy with the State at this point in time.

In response to Commissioner Phillips, Mr. McDonald stated that he envisaged the formation of a technical advisory group that would include public works personnel from the Cities of San Rafael and Novato. ED Steinhauser stated that TAM staff would provide presentations at Council meetings on the project if requested.

Commissioner Phillips moved to recommend that the TAM Board adopt a resolution authorizing the Executive Director to execute agreements with Caltrans to accept the Caltrans Planning Grant to conduct a Bus on Shoulder Feasibility Study for Highway 101 and approve matching funds from TAM required by the grant. which Commissioner Connolly seconded. The motion passed unanimously.

#### **9. Review and Accept the Updated Project Status Report (Action)**

Principal Project Delivery Manager Bill Whitney presented the staff report which asked the Committee to review the project updates provided and refers the item to the TAM Board for acceptance. Mr. Whitney acknowledged the updated financial and budget information in the report that was provided by Li Zhang and Helga Cotter. Mr. Whitney focused his discussion on the multi-use paths in Central Marin, including the northern and southern segments of the North South Greenway, and the extended path from Andersen Drive to Rice Drive, which he noted should open soon.

Mr. Whitney went on to discuss the segment between Rice Drive and Second Street in San Rafael which has a funding short fall even with a contributing grant the City of San Rafael has secured. Commissioner Phillips noted that the City of San Rafael has \$1.2 million in funding for a \$3 million project.

Mr. Whitney also discussed the northern segment of the North South Greenway crossing Corte Madera Creek and TAM's partner agencies, Caltrans and the City of Larkspur. He explained that the design phase should be completed soon and will then go out for construction bidding. Mr. Whitney noted that a contractor will be retained by the end of 2019, if bid results are within budget, and that construction will take approximately one year to complete.

Mr. Whitney discussed the southern segment of the Greenway between Corte Madera Creek and Wornum Drive, noting that additional right-of-way needs to be obtained from a private owner to connect to the SMART right-of-way that has previously been acquired for the path. He stated that environmental funds have been identified, but that the work is on hold due to funding concerns for the northern segment and will be re-started once construction bid results are known.

Mr. Whitney explained that he will return to the Board for approval to amend the design consultant contract for a time extension and to approve an increase in scope of work for design services during construction. Mr. Whitney stated that construction funds have already been allocated by MTC and that federal funds have been allocated for the Redwood Highway stretch, which will necessitate preparation of a NEPA (National Environmental Policy Act) compliant environmental document.

ED Steinhauser explained the Project Status Report is provided every 6 months to keep the Board informed of projects and to discuss any issues.

There being no members of the public, Commissioner Phillips moved to recommend that the TAM Board accept the Updated Project Status Report, which was seconded by Commissioner Connolly. The motion passed unanimously.

*The meeting was adjourned at 4:30 p.m.*

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