



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
EXECUTIVE COMMITTEE
Administration, Projects & Planning
April 8, 2019
3:30 PM

TAM CONFERENCE ROOM
900 FIFTH AVENUE
SAN RAFAEL, CALIFORNIA

MEETING MINUTES

Members Present: Alice Fredericks, Tiburon Town Council, Committee Chair
Damon Connolly, Marin County Board of Supervisors
Kate Sears, Marin County Board of Supervisors

Members Absent: Brian Colbert, San Anselmo Town Council
Gary Phillips, San Rafael City Council

Other Commissioners Present: Judy Arnold, Marin County Board of Supervisors
Stephanie Moulton-Peters, Mill Valley City Council

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, Deputy Executive Director
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 3:35 p.m.

1. Chair's Report (Discussion)

Chair Fredericks noted she did not have a report.

2. Commissioner Comments (Discussion)

There were none.

Items 3 and 4 were heard in reserve order.

4. Open time for public expression

Cindy Winter, Greenbrae, discussed the plans for a possible parking garage at Larkspur Landing. Ms. Winter stated that there seemed to be support for the site to be used for housing, and she suggested that the site be used for parking

for the time being and housing in the future. Ms. Winter's comments included the following: A suggestion that parking fees for the Larkspur Ferry terminal should be raised considerably to ascertain if more people would be encouraged to bicycle or carpool; the effect of a large minivan order on solving first/last mile problems; encouraging the use of shared ride services and the ferry to meet Larkspur Mart's needs; and the need to consider what factors could be important on determining the necessity of a new parking garage.

3. Executive Director's Report (Discussion)

ED Steinhauser reported that Caltrans will undertake two paving projects on Hwy 101 in 2027 from the Golden Gate Bridge to Ignacio, and from Ignacio to the Sonoma County line. She also reported that the ramp metering project will begin shortly for which Caltrans has sent flyers through the mail to notify the public, and that a website has been developed that will include a construction schedule. ED Steinhauser confirmed that a link will be provided on TAM's website.

She discussed the public outreach campaign for the Marin Commutes website, which she noted would be advertised on Marin Transit and Golden Gate buses.

ED Steinhauser also reported on loose concrete that fell from the Richmond-San Rafael Bridge, which closed a portion of the bridge for part of the day last Friday. She explained that 30 joints on the upper deck need to be repaired or replaced and that the project should be completed in June. ED Steinhauser reported that funding from BATA has been requested to undertake a study to determine if the bridge needs replacing. She noted that the bridge was retrofitted to a no-fail standard after the Loma Prieta earthquake and that it should withstand an 8.1 – 8.3 quake, although it would most likely remain inoperable the following day.

In response to Supervisor Sears, ED Steinhauser stated that staff would contact Caltrans regarding the potholes on northbound Hwy 101 between Corte Madera and San Rafael.

5. Approval of the Minutes from February 11, 2019 Meeting (Action)

Commissioner Arnold moved to approve the Minutes from February 11, 2019 Meeting, which Commissioner Connolly seconded. Commissioner Sears abstained as she was not part of this Committee in February. The motion carried unanimously.

6. Review and Acceptance of the FY2018-19 Third Quarter Financial Report (Action)

Chief Financial Officer Li Zhang presented the staff report which asked the Committee to forward to the full TAM Board the recommendation of reviewing and approving the FY2018-19 Third Quarter Financial Report, including all proposed budget amendments.

She noted that revenue will exceed the \$28M benchmark for the year, but that a decrease is anticipated in the forthcoming year. Ms. Zhang confirmed that the anticipated \$2.4M revenue from Measure B will be collected and that the level should be maintained into next year. She noted that reimbursement revenue was low due to delayed project delivery that resulted in delayed invoicing and reimbursement.

Ms. Zhang discussed two budget amendments, which she noted were approved by the Board, with the exception of the ballot measure cost that has been added to the budget. She discussed the need to direct \$850,000 of RM2 funds to SMART for the southern segment of the North/South Greenway and confirmed this action was approved by the Board last year. Ms. Zhang confirmed that TAM received payment by MTC, which would be released to SMART.

ED Steinhauser explained that MTC agreed to pay SMART part of the RM2 funds to relinquish leased properties in the southern segment of the north south Greenway to make room for the bikeway.

Ms. Zhang discussed a minor amendment relating to the Hwy 101/ I-580 Direct Connector for a project report and noted that most of the money was moved to a study as part of the PMO project management contract.

She explained that an amendment has been made to the CalTRUST monthly investment report, noting that it had previously included a breakdown of funds by Measure. Ms. Zhang explained that the investments have been collated into short-term and medium-term and liquid funds, and she confirmed that the interest revenue for this year should be approximately \$1M, which is higher than anticipated.

ED Steinhauser reminded the committee that staff will review the Measure AA interest summary with the strategic plan at the end of the month.

No members of the public came forward to speak.

Commissioner Sears moved to approve the review and acceptance of the FY2018-19 Third Quarter Financial Report, which Commissioner Arnold seconded. The motion carried unanimously.

7. Accept Marin County Project list for MTC's Horizon/Plan Bay Area 2050 (Action)

ED Steinhauser introduced this item which asked the Committee to forward to the full TAM Board the recommendation to accept the Marin County Project List for submittal to MTC. She commented briefly on the list of projects and programs that she confirmed would be eligible for the Regional Transportation Program (RTP).

Derek McGill, Planning Manager, discussed amendments that have been made since the packet was issued, which have been included as supplemental materials.

Mr. McGill presented the staff report and confirmed that the action is to recommend to the TAM Board to accept the list of projects for submittal to MTC for their consideration for inclusion within the regional transportation planning process, which he discussed. Mr. McGill discussed the need to identify projects that are currently required to submit \$250M projects or projects that require air quality conformity for purposes of CEQA.

Mr. McGill provided background information on the formation of the project list and he confirmed the need to identify project costs. He noted that the information has been shared with MPWA and planning directors, and that a revised supplemental list has been included that was based on input by public works' directors.

Mr. McGill discussed the list of programmatic categories and estimated costs, noting that the listed projects would not need a performance evaluation. He also discussed non-exempt projects, which included transit capacity increasing projects and roadway capacity increasing projects, and he noted that \$1.6 B worth of projects have been identified.

Mr. McGill explained that these projects will be assessed by MTC prior to April's Board Meeting, which he discussed. He noted that the target budget has been exceeded and explained why staff recommends the projects to be submitted to MTC, which he discussed in relation to revenue sources. Mr. McGill confirmed that projected revenue will be assigned to projects, when a more limited list will be presented to the Board for their consideration.

Mr. McGill discussed the process for an upcoming revenue needs assessment, whereby public works departments and transit operators submit a list of needs to MTC for the purpose of maintaining local streets and roads and other local assets. He also discussed a regional housing needs assessment that MTC will be conducting.

Mr. McGill summarized the next steps, which included acceptance by the Board for the initial project list, and resubmittal of the list to the Board following MTC's project performance assessment and available revenue for each project.

In response to Commissioner Moulton-Peters, Mr. McGill confirmed that completed projects are included on the list to show the progress the Agency has made and added that they will not be included in the list that is submitted to MTC.

She noted that the East Blithedale project in Mill Valley is estimated to cost \$10 million but the City has only \$3 million, so she was hoping that the project could be included on the list. Mr. McGill replied that is included in the Programmatic Category of the list since it is not considered a capacity-increasing project. He added that this project may be eligible for funding under Measure AA and the Local Streets and Roads category.

Chair Fredericks stated that clarified that this should be considered as a “wish list” and that the funding amounts attached to each project is by no means guaranteed. Mr. McGill concurred.

ED Steinhauser added that there has been an effort to identify funding for housing in this RTP and that this will need to be further refined as the process unfolds.

Commissioner Sears moved to approve forwarding to the full TAM Board the recommendation to accept the Marin County Project List for submittal to MTC which was seconded by Commissioner Moulton-Peters. The motion passed unanimously.

8. Accept the TAM Demand Model and Model Use Policy (Action)

Mr. McGill presented this item asked the Committee to forward to the full TAM Board the recommendation to accept the TAM Demand Model and Model Use Policy. He introduced Mr. Kevin Johnson of Fehr & Peers who has led the effort to develop a new demand model for TAM.

Mr. Johnson explained that the TAM Demand Model (TAMDM) is activity based and the data it captures through tracking individual’s activities throughout the day. He noted the Model’s usage, the sources of data used, how the model was developed, Model calibration and validation using traffic counts taken in the field, transit boardings, and Big Data.

Mr. McGill reported that TAM’s Model Use Policy has been revised to provide access to local and regional agencies and their qualified consultants. He added that written permission from TAM must be obtained before access will be granted to qualified consultants. Additionally, users must document any revisions made to the Model which TAM will then consider whether to direct TAM’s consultants to make these changes. Lastly, users must commit to legal and operating commitments including deletion of the Model from user’s computers once their work is complete in order to avoid multiple versions.

Mr. McGill concluded his report with staff’s recommendation to accept the TAM Demand Model and Model Use Policy which is included in staff report.

Responding to Commissioner Moulton-Peters who asked if the Model Use Policy had been reviewed by the Marin Public Works Association, Mr. McGill confirmed that this step had been taken.

Commissioner Moulton-Peters asked for confirmation that this Model will capture trips coming in from other counties and their modes which Mr. McGill confirmed.

Chair Fredericks asked about a line item in the Use Policy which indicated that the expense of the software license required and asked if there were opportunities for smaller jurisdictions and consultants to have access to it collectively and Mr. McGill advised that this is not authorized by the software provider.

Commissioner Sears commended staff on this dynamic tool. She asked why 2040 was the year selected as the horizon year for planning, and Mr. McGill replied that it is due to a model-consistency requirement set forth by MTC.

She asked for confirmation that the changing the horizon year in the model could demonstrate the impact on travel if, for example, tolls or fares are changed and Mr. McGill confirmed that it would be possible to do any year desired before or after the year 2040.

Commissioner Sears moved to forward to the full TAM Board the recommendation to accept the TAM Demand Model and Model Use Policy which was seconded by Commissioner Moulton-Peters. The motion passed unanimously.

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

Approved May 13, 2019