



MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
TAM

June 27, 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  
Brian Colbert, San Anselmo Town Council  
Damon Connolly, Marin County Board of Supervisors  
Dennis Rodoni, Marin County Board of Supervisors  
David Kunhardt, Corte Madera Town Council  
Eric Lucan, Novato City Council  
John Reed, Fairfax Town Council  
Judy Arnold, Marin County Board of Supervisors, TAM Chair  
Gary Phillips, San Rafael City Council  
Stephanie Moulton-Peters, Mill Valley City Council  
P. Beach Kuhl, Ross Town Council  
Ray Withy, Sausalito City Council  
James Campbell, Belvedere City Council

Members Absent:

Dan Hillmer, Larkspur City Council  
Kathrin Sears, Marin County Board of Supervisors  
Katie Rice, 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 and 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

1. Chair Arnold called the meeting to order at 6:02 p.m.

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

Chair Arnold stated that she did not have a report.

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

Commissioner Colbert reported on his attendance of a mobility conference in the Netherlands, where he visited 6 cities in 6 days without the use of a car. Commissioner Colbert stated that they travelled by bike, electric bike, on foot, by tram and train, and he discussed three major impressions of his visit: A photo he was shown of Amsterdam in the 1970s that showed many cars, proving that it was not always a city of bikes, but that political leadership and cultural change were responsible for the mode shift; that there has been a serious commitment to biking, with a population of 850,000 and 880,000 bikes; and that pedestrians, bikers, and cars have been successfully separated so that all three modes feel safe.

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

ED (Executive Director) Steinhauser drew the Commissioners' attention to the Executive Director's Report and asked the commissioners to peruse the report, and she discussed an ongoing debate relating to a portion of Senate Bill 1 (SB1) called the Local Partnership Program, which guarantees funds to counties that have a transportation sales tax investing in local transportation. She explained that Senator Beall is sponsoring legislation that will change the formula determining how much the counties receive directly and how much is controlled by the California Transportation Commission (CTC). ED Steinhauser reported on a special meeting of the Self-Help Counties Coalition she attended in San Diego in June, which discussed the bill. She confirmed that a compromise was reached but needed to be finalized and which she will discuss at the July 8 Board Meeting. ED Steinhauser explained that the proposed legislation would provide more formula funds to transportation authorities and enable CTC to retain funds for priority needs. She explained how this would benefit small counties that receive little funding for major infrastructure projects.

ED Steinhauser discussed the conversion of the July 8 TAM Executive Committee meetings to a Board meeting, noting that a quorum would be more easily achieved if the meeting is held at 3:30 p.m. She urged the commissioners to ask their alternates to attend in their place if necessary and noted that discussions would center around normal business items.

ED Steinhauser concluded her report with a brief discussion on the success of some of TAM's ongoing programs, including Marin Commutes and the EV Program.

In response to Chair Arnold, ED Steinhauser stated that the July 8 Board Meeting will most likely be held at TAM's offices.

In response to Commissioner Rodoni, Chair Arnold confirmed that it is likely there will be a Board meeting on July 25 in order to interview candidates for the Executive Director's position.

Chair Arnold stated that she would confirm with Tony Tavares, District Director for Caltrans District 4, whether he will be able to attend a TAM Board meeting.

**5. Commissioner Reports (Discussion)**

**a. Metropolitan Transportation Commission (MTC) Report**

Commissioner Connolly provided an update on Regional Measure 3 (RM3). He stated that two court cases have been dismissed at the Superior Court level and that it is not known whether appeals will be filed. Commissioner Connolly noted that MTC will continue to refrain from releasing funds in the meantime, while some local projects that were expecting RM3 funds will move forward with other available funds. These include the San Rafael Transit Center, which will begin the environmental review process within the next 4 – 6 months; the final segment of the Marin Sonoma Narrows project (HOV lane and bike path), which will be shovel-ready by the spring of 2020;

planning, environmental and initial design work for the 580/101 Connector project, which will begin in the next three months and a contract for these services will be presented to the TAM Board at its July 8 meeting; and environmental process is beginning for widening State Route (SR) 37 from 2 to 4 lanes for the segment between Sears Point to Mare Island with funds from Bay Area Toll Authority (BATA). He added that MTC has reaffirmed that funds will be provided for these projects once the funding comes online.

Commissioner Connolly reported that the California Transportation Commission (CTC) has awarded \$10 million to the Caltrans SHOPP Program to undertake environmental review of the Marin segment of SR 37 to determine the scope of improvements. He confirmed the review will begin in the next fiscal year and that Caltrans is considering a high levy embankment and a structural causeway option. Commissioner Connolly stated that CTC has adopted this part of Hwy 37 as a 10-year SHOPP project with cost estimates of over \$800 million. He thanked Senator McGuire and TAM staff for their efforts in securing the funds.

Commissioner Connolly also reported on the Richmond-San Rafael Bridge Bike Lane project. He stated that the upper deck bike path is expected to be open between mid to late September; that studies will be made to ascertain the viability of using the third lane of the upper deck part time for bikes and part time for vehicles. Traffic impact studies on the effects of this setup in Marin will also be completed. Commissioner Connolly reported that both studies are scheduled to be completed the Spring of 2020 and that, in the meantime, a bike-counting study will be undertaken for the new bike and pedestrian-use lane.

Commissioner Connolly reported on proposed legislation, sponsored by the Housing Alliance of the Bay Area, that will create a new regional housing agency if the bill passes, which will have considerable taxing and spending authority. He noted that there is general agreement that affordable housing is critical but there is a question about whether creating a new agency is the right approach. Commissioner Connolly stated that Senator McGuire will lead a senate committee on the bill on July 10.

In response to Commissioner Moulton-Peters, Commissioner Connolly said that consideration is being given to creating a joint decision-making body to include MTC and ABAG, rather than creating a new agency.

Commissioner Kunhardt and Commissioner Connolly discussed the new agency with Commissioner Kunhardt asking if consideration has been given to a unified ABAG/MTC/housing entity. Commissioner Connolly noted that MTC and ABAG share staff and that the agencies will likely merge in the future, but that concern has been raised about impacting local decision-makers.

b. Marin Transit Report

Commissioner Connolly reported that Marin Transit would be offering free local transit rides during the 5 days of the County Fair, with increases in bus services from July 3 to July 7 to encourage residents to take transit to the County Fair. Furthermore, Commissioner Connolly noted that SMART would provide a late-night train ride for fair goers northbound from Civic Center at 10:30 p.m. stopping at all stations.

c. SMART

Commissioner Phillips reported on the construction status of the SMART extension to Larkspur, which he stated is underway with service anticipated to begin at the end of the year. He also stated that the downtown Novato Station platform should be open at the same time. Commissioner Phillips also reported on a train fatality in Rohnert Park that occurred the previous day.

**6. Open Time for Public Expression**

No one from the public came forward to speak.

**7. CONSENT CALENDAR (Action)**

- a) Approval of June 2019 Crossing Guard Program and Authorization of Various Inter-Agency Agreements
- b) Appointments to the Citizens' Oversight Committee
- c) Review and Acceptance of 2019 Measure A ½-Cent Transportation Sales Tax Compliance Auditee Selection List
- d) Accept Caltrans Planning Grant for Bus on Shoulder and Authorize Local Resolution of Support
- e) Review and Accept the Updated Project Status Report the Updated Project Status Report
- f) "GetSMART" Lyft Pilot Program Lyft/Whistlestop Contract Amendments
- g) Approve Contract Amendment Extending the Time Duration for the Design Phase of the Richmond San Rafael Approach Improvements
- h) Approve Contract Amendment Extending the Time Duration for the Design Phase of the North-South Greenway
- i) Extension of Executive Director's Contract
- j) Authorize the Executive Director to Negotiate and Award a Professional Contract for Measure A/AA Sales Tax Compliance Audit Services
- k) Allocate FY 19/20 Vehicle Registration Fee (Measure B) Funds to Marin Transit

Commissioner Kunhardt stated that he would not request Item a) be removed for further discussion if he could be assured that a jurisdiction could move crossing guards from one location to another. Deputy Executive Director Dan Cherrier stated that jurisdictions could change the locations of their crossing guards through the public works director.

Commissioner Lucan moved to approve the Consent Calendar, which Vice-Chair Fredericks seconded. The motion carried unanimously.

**8. Measure A and Measure AA Reserve Fund Policy (Action)**

ED Steinhauser introduced David Chan, Manager of Programming and Legislation, and Li Zhang, Chief Financial Officer, to present the item which recommended that the TAM Board approve the following:

- 1) release Measure A reserve funds at a rate that does not exceed the amount collected for Measure AA reserve funds;
- 2) establish a Measure AA reserve fund policy to collect 5 percent of the revenue for reserve from all categories for five years starting in FY 19/20; and
- 3) adopt a policy whereby a category or subcategory that uses Measure AA reserve funds will be responsible for replenishing the used reserve funds over a reasonable period.

ED Steinhauser stated that the recommendation from staff is supported by the Citizens' Oversight Committee (COC) and was discussed with the Executive Committees at its May meetings.

Mr. Chan provided background information on the reserve fund policy for Measure A and Measure AA. He explained that TAM is authorized to set aside up to 10 percent of the annual gross receipts for a reserve, which he noted is a standard fiscal practice recommended by the Government Finance Officers' Association. He noted 6 out of 8 Congestion Management Agencies surveyed maintain one or multiple reserve funds.

Mr. Chan explained that purpose of the reserve is to ensure projects can be completed on schedule, and to react to the need for emergency funds in an economic decline. He stated that reserve funds are also used as collateral and help with cash flow needs, if necessary, when paying down a loan. He cited the example of Measure A Reserve funds that were used to repay a \$12.5 million loan from MTC that related to the Gap Closure project, and that funds were released in December 2016 to help Marin Transit cover a funding deficit on the Redwood and Grand Avenue

Transit Center project. He noted that a reserve fund also helps an agency maintain its credit worthiness when debt financing is required.

Mr. Chan stated that staff is proposing to program and allocate the \$5.38 million of reserve funds under Measure A at a 1:1 ratio as recommended in the staff report and supported by the COC. He explained that staff is also proposing to begin a new reserve under Measure AA in the FY 2019-20 fiscal year, which should raise no less than \$7 million (5 percent) in the first 5 years of the Measure, and introduce a new policy whereby a category or subcategory that uses the Measure AA reserve funds would be responsible for replenishing those funds.

Mr. Chan discussed three options that were discussed by the Executive Committee, including an option to collect \$2.5 percent (\$7.7 million) over a 10-year period.

Mr. Chan discussed correspondence from Marin Transit who was asking the Board to consider releasing all Measure A reserve funds all at once and establish a zero percent reserve policy for local transit.

Li Zhang stated that Marin Transit staff presented their request to the Executive Committee, who asked staff to obtain a legal opinion and for the COC to make a recommendation. Ms. Zhang introduced Bob Burton, Vice-Chairperson of the COC, who she said was a dedicated member of the committee since its inception.

Ms. Zhang discussed County Counsel's opinion, which is that the Expenditure Plan allows TAM to collect a reserve fund from the sales tax, although it is not mandatory. Additionally, the general practice is to collect the reserve fund from "the top" of the overall revenue collection, Ms. Zhang explained that if the reserve is taken only from certain categories, only those categories would have access to the funds.

Ms. Zhang discussed the June 17 COC special meeting that was called to review the reserve policy issue. In light of professional finance and banking expertise of some of the COC membership, the group put forth the recommendation to refrain from releasing the Measure A reserve funds all at once. There was concern that once the money is released, reserves will build up slowly and would be insufficient if emergency funds are needed. Ms. Zhang confirmed the COC strongly recommends maintaining the \$5.38 million reserve funds and releasing them at a 1:1 ratio while Measure AA reserves are being collected.

Ms. Zhang discussed Marin Transit's request for a zero percent reserve from the Measure AA Transit category. She explained that the COC feel strongly that the reserve has no direct relationship to the reserve fund of other agencies and that, without the reserve, TAM would not have the means of delivering projects and programs it is entrusted to deliver in a more cost-effective way. Ms. Zhang further confirmed that the COC voted unanimously to build the Measure AA Reserve at a 5 percent over a 5-year period with the estimated accumulation of \$7.2 million. Furthermore, the COC agrees with staff's recommendation that any category or sub-category that uses reserve funds should repay those funds.

Vice-Chairperson Burton, speaking on behalf of the COC, discussed his pleasure of serving at the COC with other diligent committee members and being part of the Expenditure Plan Advisory Committee for Measure AA. Vice-Chairperson Burton noted that approximately \$800 million is expected be collected over a 30-year period and that collecting a reserve of \$7.2 million is a relatively small amount considering the projects that will need funding. He explained how Marin Transit receives less funding under Measure AA than Measure A, noting that it benefitted from the release of unused funds from Strategy 2, the Gap Closure project and that with the passage of Measure AA, Marin Transit will benefit from guaranteed funding continuing for additional 25 years. Furthermore, Vice-Chairperson Burton noted that the Yellow School Bus service can now be funded under the Local Roads Category, so part of Marin Transit's funding obligation could be relieved. Vice-Chairperson Burton urged the Board to support the COC's and staff's recommendations.

Commissioner Phillips stated his belief that a reserve is appropriate for all the reasons stated, but that he questions whether the amount collected will satisfy the objectives of the reserve, which will be significantly less if they agree to a 5 percent reserve rather than a 10 percent reserve.

In response, Vice-Chair Burton stated that the COC reviews the annual audit and is satisfied that TAM's fund management is fiscally prudent, so a larger reserve is necessary. Commissioner Phillips discussed the difficulty if the reserves are insufficient, and Vice-Chairperson Burton pointed out that TAM was able to secure a loan through MTC when a large amount of funding was needed. Furthermore, he stated that they would not want to affect funding for other projects if too much is taken as a reserve.

Chair Arnold opened this item to public comment and seeing none, closed the public comment period.

Commissioner Lucan asked staff how they would propose releasing all the funding should that be the decision made by the commissioners. Ms. Zhang stated that it would be possible to release the funds in a 1:1 or 2:1 ratio, but she noted that the COC felt a recession could occur shortly, and that the accumulation of approximately \$1.5 million would be insufficient to meet TAM's needs and so they did not recommend releasing the Measure A funds all at once.

Vice-Chairperson Burton reminded the commissioners that the Measure AA Strategic Plan could be reviewed and changed after a period of 6 years.

Commissioner Moulton-Peters asked staff to clarify the procedure if the commissioners wanted to change the reserve policy in future, to which Ms. Zhang replied that public noticing and a Board vote would be required.

Commissioner Rodoni stated that the importance of this goal is to raise a certain dollar amount for the reserve and that the amount of time assigned to collecting the dollar goal is irrelevant due to fluctuations in future revenue collections.

Commissioner Fredericks noted that the amount collected would be determined by the economy and she asked if this should be reflected when choosing a percentage to set aside.

Ms. Zhang suggested that the option of collecting 2.5 percent over 10 years would be closest to Commissioner Rodoni's suggestion, and that she would encourage the Board to adopt the COC's recommendation to release the funds in a 1:1 ratio because, at that rate, less than \$1 million would be raised in the first year, which would not be enough to respond to potential economic recession. .

Commissioner Fredericks asked staff to clarify whether the goal would be to determine the percentage they adopt or the amount collected, noting that a percentage is more flexible in responding to the economic changes. Ms. Zhang agreed that choosing a percentage is more flexible and is a more acceptable method for funding agencies because it protects them from economic impacts.

ED Steinhauser suggested the commissioners consider collecting a total of \$7.2 million for the reserve, as the COC recommended, based on a 5 percent collection, which the Board could review annually. ED Steinhauser noted that, as the money is collected, funds from Measure A could be released at the same rate until the \$5.38 million in reserve is fully released.

Commissioners Fredericks and Moulton-Peters confirmed they support staff's recommendation.

Chair Arnold stated that she had consulted with Nancy Whelan, the General Manager of Marin Transit, who confirmed they stand by their correspondence but, since their budget should not be affected for the upcoming year, they request the matter be revisited next year.

Commissioner Kunhardt moved to approve 1) Release Measure A reserve funds at a rate that does not exceed the amount collected for Measure AA reserve funds, 2) Establish a Measure AA reserve fund policy to collect 5 percent of the revenue for reserve from all categories for five years starting in FY 19/20, and 3) Adopt a policy whereby a

category or subcategory that uses Measure AA reserve funds will be responsible for replenishing the used reserve funds over a reasonable period, which Commissioner Fredericks seconded. The motion passed unanimously.

**9. Measure AA Strategic Plan**

**a. Public Hearing on the Measure AA Transportation Sales Tax Strategic Plan**

Chair Arnold read a statement, noting that correspondence had been received from Marin Transit. She then opened a public hearing on the Measure AA Transportation Sales Tax Strategic Plan.

Seeing no members of the public come forward to comment on the Strategic Plan, Chair Arnold closed the public hearing.

Chair Arnold closed the public hearing.

**b. Adopt the Measure AA Strategic Plan (Action)**

ED Steinhauser presented this item which recommended that the TAM Board adopts the Measure AA Strategic Plan provided that the preceding public hearing, Item 9a of the agenda, on the Measure AA Strategic Plan does not produce questions and comments that may substantially alter the Measure AA Strategic Plan. Furthermore, the outcome of the Measure AA reserve fund policy, Item 8 of the agenda, will be incorporated in the final adopted Measure AA Strategic Plan document and the Revenue and Expenditure Element of the Measure AA Strategic Plan will be revised accordingly.

Commissioner Phillips expressed concern that outreach has been inadequate because the document is dense and has solicited only one response.

ED Steinhauser stated that the document was reviewed by the COC and that the members provide materials to their representative groups, whose feedback was considered and included in the draft Strategic Plan. She noted, as well, that TAM discussed the Strategic Plan with public works directors, town and city managers and other staff, who have the most interest in the plan.

Commissioner Moulton-Peters asked staff if there were any major differences in the information between the Expenditure Plan and the Strategic Plan. In response, Mr. Chan stated that the Expenditure Plan anticipated an annual income of approximately \$27 million, while the Strategic Plan has included a 2 percent growth rate in its projections. Furthermore, the Strategic Plan anticipates the funding that will be needed for major roads projects and determines the funding schedule.

ED Steinhauser stated that the Strategic Plan will also include the reserve and interest policies that were adopted, separately, by the TAM Board.

Commissioner Lucan moved to adopt the Measure AA Strategic Plan, which Commissioner Moulton-Peters seconded. The motion passed unanimously.

**10. Allocate Transportation Sales Tax Funds from Measure A Strategy 3.2, Measure AA Category 2.1, and Reserve Funds for Local Road and Related Infrastructure Projects (Action)**

Mr. Chan presented this item which recommended that the TAM Board Allocates a total of \$6,207,790 to cities, towns, and Marin County for local roads and related infrastructure projects, including \$2,443,544 in Measure A Strategy 3.2 funds, \$1,349,425 in Measure AA Category 2.1 funds, and \$2,414,821 in Measure B Element 1.1 funds for FY 2019-20.

He stated that this item included the allocation of both Measure A and Measure AA funds, in addition to Measure B funds, to our partner agencies for FY2019-20. Mr. Chan explained that funds are collected prior to distribution which includes 9 months of Measure A funding and 3 months of Measure AA funds He explained that Measure B funds are allocated every 3 years.

Mr. Chan stated that that the proposed projects that were submitted are listed in the staff report and that \$6.2 million of funds will be available on July 1 for allocation.

In response to Commissioner Fredericks, ED Steinhauser confirmed that funds from the Local Roads and Related Infrastructure Projects category in Measure AA could be allocated to the Yellow School Bus service.

There was no public comment on the item.

Commissioner Moulton-Peters moved to adopt the allocation of Transportation Sales Tax Funds from Measure A Strategy 3.2, Measure AA Category 2.1, and Measure B for Local Road and Related Infrastructure Projects, which Commissioner Kunhardt seconded. The motion was passed unanimously.

## **11. TAM Response to Grand Jury Reports**

### **a) TAM Response to Grand Jury Report on Wildfire Preparedness (Action)**

ED Steinhauser introduced this item which recommended that the TAM Board reviews and accepts staff's response to the April 18, 2019 Grand Jury Report on "*Wildfire Preparedness - A New Approach Wildfire Preparedness.*" She explained that TAM has been requested to respond to recommendations made in the 2019-2020 Marin Civil Grand Jury Report on wildfire preparedness. She stated that TAM works in partnership with local jurisdictions to consider funding and funding leverage to relieve traffic congestion. ED Steinhauser confirmed that TAM is not responsible for superseding the authority of those local entities to address emergency evacuation routes or manage emergency services, and that the proposed response reflects TAM's limited role.

Commissioner Fredericks moved to accept TAM's response to the April 18, 2019 Grand Jury Report on "*Wildfire Preparedness - A New Approach Wildfire Preparedness*", which was seconded by Commissioner Lucan. The motion was passed unanimously.

### **b) TAM Response to Grand Jury Report on SMART First Mile/Last Mile Options (Action)**

ED Steinhauser presented this item which recommended that the TAM Board reviews and accepts TAM's response to the April 25, 2019 Grand Jury Report, *SMART – First Mile/Last Mile Options.* She discussed TAM's active support for first- and last-mile solutions that is addressed in the response, including the Lyft program that the Board has extended into next year when the SMART extension to Larkspur begins operation. ED Steinhauser also noted that TAM has worked closely with transit operators to provide outreach to employers through the Marin Commutes Program and are looking at new and innovative ways to serve SMART as well as transit hubs, all of which have been included in the response to the report.

Commissioner Phillips stated that he would like to meet with ED Steinhauser and the General Manager of SMART to review and discuss the integration of these first and last mile options.

There was no public comment on the item.

Commissioner Phillips moved to accept TAM's response to the April 25, 2019 Grand Jury Report, *SMART – First Mile/Last Mile Options.* which Commissioner Fredericks seconded. The motion was passed unanimously.

## **12. Adoption of the Proposed TAM FY2019-20 Annual Budget**

### **a) Public Hearing on the Proposed TAM FY2019-20 Annual Budget**

Chair Arnold opened a public hearing on the FY2019-20 Annual Budget.

Seeing no members of the public come forward to comment on the Budget, Chair Arnold closed the public hearing.

### **b) Adoption of the Proposed TAM FY2019-20 Annual Budget (Action)**

ED Steinhauser introduced this item which requested that the TAM Board reviews and adopts the Proposed TAM FY2019-20 Annual Budget, along with the proposed work plans for FY2019-20 and the salary schedule effective as of July 1, 2019.

She confirmed that no public comment had been received since the comment period was opened at the last Board meeting of May 30.

ED Steinhauser discussed the new presentation of the Annual Budget document, which is designed to be more user-friendly and comprehensive with improved transparency.

ED Steinhauser discussed TAM's major achievements over the past year, including the passage of Measure AA with 76.7 percent approval rate. She also reported on progress with the Marin Sonoma Narrows Project, noting that the last phase, which will be shovel-ready by the summer of 2020, should then begin with anticipated funding. She noted that Sonoma County Transportation Authority (SCTA) opened bids last week for its last phase of the widening project through to Petaluma, noting that the engineer's estimate was \$1 million less than anticipated.

ED Steinhauser reported on the Richmond-San Rafael Bridge with the opening of the third lane in April 2018, which resulted in a 20-minute saving in travel time. She stated that TAM will continue a study of joint use of the upper deck bike/pedestrian lane as a third lane for traffic coming into Marin.

ED Steinhauser went on to discuss a Sir Francis Drake Blvd. project on the East side of Hwy 101 that improves local access to the Richmond-San Rafael Bridge. A. She noted that TAM will launch a program at the end of the year to widen the offramp to Bellam Blvd., which should also improve access to the Richmond-San Rafael Bridge.

ED Steinhauser discussed RM3 funds in relation to Measure AA, which is providing funding leverage to build the northbound Hwy 101 to eastbound I-580 direct connector and that a report will be provided at the Board's next meeting on July 8 with details of dedicated Measure AA funding for the design stage.

ED Steinhauser stated that staff is finalizing the package of improvements for the northern segment bike path over Corte Madera Creek as part of the North-South Greenway project. The 30-inch path will be widened to 10 ½ - 11 feet, with bids opening expected in late summer to build the pathway from the pedestrian overcrossing near the Cost Plus Plaza and connect to the Central Marin Ferry Connector and the pathways on Drake.

In response to Commissioner Kunhardt, ED Steinhauser confirmed that the bid-opening date has not been decided and that the project has not yet been finalized with Caltrans.

ED Steinhauser reported on Safe Routes to Schools, which is expanding as a bilingual program, and incorporates 58 schools with 15,000 students traveling green to their schools and increased yellow bus service; that the Crossing Guard program was not cut in January as planned due to the passing of Measure AA, and that the program now has 97 guards sponsored by TAM.

ED Steinhauser also reported on the "GetSMART" Lyft incentive program, which provides a \$5 coupon for shared rides and is attracting over 1,300 rides each month with the program continuing to grow. Whistlestop provides ADA services.

ED Steinhauser provided an update on the Bikeshare program that is funded with an \$800,000 grant from MTC in partnership with SCTA. She noted that there are 3 strong bidders, all of which are for electric bikes. She also discussed the Marin Commutes program that was launched earlier in the year and TAM's involvement in providing information to employees and employers on alternative travel modes.

ED Steinhauser moved on to report on the Alternative Fuels program, which is expanding to schools to encourage them to install charging stations and to local towns and cities to take advantage of funding for electric fleets. ED Steinhauser stated that Drive Clean Marin, with support from TAM, Marin Clean Energy and the Bay Area Air Quality Management District, launched a campaign to market the benefits of electric vehicles.

ED Steinhauser reported on a Mobility on Demand Innovation Grant awarded to Contra Costa Transportation Authority. It has been launched in Contra Costa County with an \$8 million federal grant that is being piloted trialed along the Hwy 680 corridor. She anticipates Marin will develop and implement the program in the future. TAM expects to invest funds in a mobility application and data platform that will enable travelers to choose the best travel options and buy tickets in one application. ED Steinhauser noted that the fares and schedules of different Bay Area transit operators would need to be integrated in the application and that bikeshare will be included.

ED Steinhauser noted that the TAM Board approved the Bus on Shoulder feasibility Study—as part of this agenda's consent calendar. The study concerns Northern Marin from Novato to San Rafael because there are no shoulders in southern Marin. The study received state funding.

ED Steinhauser briefly discussed the work plans for the forthcoming fiscal year, FY2019-20, which includes the responsibilities of the various functional areas at TAM.

ED Steinhauser concluded her report with an announcement that a major call for projects was made yesterday to disburse \$3.8 million of Safe Routes to Schools and Safe Pathways funds to local jurisdictions. She confirmed that a recommendation for funding will be made to the board.

Chief Financial Officer Li Zhang presented the budget. Ms. Zhang noted that some of the commissioners have participated in the initial review of the budget during the May Executive Committee meetings and that she would take this opportunity to review updates since the release of the report for public review. Ms. Zhang confirmed that no comments were received from the public or from other agencies, and she provided a timeline for the process, which should conclude tonight with the final adoption pending completion of the 30-day comment period.

Ms. Zhang noted that revenue will be higher than reported at the Executive Committee meetings with the addition of funds from the Bus on Shoulder grant, and she discussed the importance of local tax revenue, which provides over 70 percent of funding.

Ms. Zhang noted that the proposed expenditure on projects and programs will be higher than revenue, but the funding balance at the end of 2019-20 is expected to be \$26 million. She also explained that the commissioners are asked to approve a 3 percent COLA as part of the budget, noting that 12 of the 15 agencies who responded to a survey are offering adjustments from 2.5 to 3.72 percent to their staff, with 10 of those agencies offering at least 3 percent.

Ms. Zhang confirmed that no changes are proposed to the staff level at this time, or to the proposed expenditures under Measure AA since the commissioners' last review. She noted that there is updated information from Marin Transit as to its allocation request for next year under Measure B.

Ms. Zhang concluded her report by requesting that the Board adopt the proposed FY2019-20 Budget on completion of the 30-day public comment period and the proposed salary schedule.

In response to Commissioner Phillips, ED Steinhauser explained that SMART required TAM to purchase an insurance policy while the Central Marin Ferry Connector was constructed over Sir Francis Drake Blvd. in SMART's right of way. ED Steinhauser stated that she anticipates the policy being reviewed when the Larkspur service begins because the bridge will directly serve SMART. Ms. Zhang stated that there is an assumption the policy will not be included in the budget after FY2019-20.

Commissioner Reed expressed his support for TAM's programs, particularly the Mobility on Demand, which he said is a good fit with other services, including the first and last mile and electric bike programs that will help SMART users get to their destinations. Commissioner Reed stated that he would encourage SMART to increase bicycle capacity.

Ms. Zhang clarified expired expenditure line items for Commissioner Rodoni, noting that these projects were completed in the prior year.

Commissioners Lucan and Moulton-Peters complimented staff on the production of the budget report.

Commissioner Moulton-Peters moved to approve the proposed TAM FY2019-20 Annual Budget, which Commissioner Kunhardt seconded. The motion was passed unanimously.

There being no members of the public present, the meeting was adjourned at 7:50 pm.

Approved September 26, 2019