

MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
TAM

MAY 28, 2020  
6:00 PM

**Virtual Meeting**

**Zoom Link:**

<https://us02web.zoom.us/j/86535460527?pwd=YlM5UmIraSsxcm4xUVJFNjZM0FkUT09>

**Webinar ID: 865 3546 0527**

**Password: 861855**

**MEETING MINUTES**

**Members Present:**

Alice Fredericks, Tiburon Town Council, TAM Vice-Chair  
Beach Kuhl, Ross Town Council  
Brian Colbert, San Anselmo Town Council  
Charles Lee, Corte Madera Town Council  
Damon Connolly, Marin County Board of Supervisors  
Dan Hillmer, Larkspur City Council  
Dennis Rodoni, Marin County Board of Supervisors  
Eric Lucan, Novato City Council  
James Campbell, Belvedere City Council  
Judy Arnold, Marin County Board of Supervisors, TAM Chair  
Kate Colin, San Rafael City Council  
Kathrin Sears, Marin County Board of Supervisors  
Katie Rice, Marin County Board of Supervisors  
Susan Cleveland-Knowles, Sausalito City Council  
Urban Carmel, Mill Valley City Council

**Members Absent:**

Gary Phillips, San Rafael City Council  
John Reed, Fairfax Town Council

**Staff Members Present**

Anne Richman, Executive Director  
Bill Whitney, Principal Project Delivery Manager  
Dan Cherrier, Principal Project Delivery Manager  
David Chan, Manager of Programming and Legislation  
Denise Merleno, Clerk of the Board  
Derek McGill, Planning Manager  
Helga Cotter, Senior Accountant  
Li Zhang, Deputy Executive Director/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 6:05 p.m.*

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

Chair Arnold welcomed everyone to the meeting and asked Ms. Denise Merleno to conduct a roll call to ensure a quorum. Chair Arnold confirmed the quorum and went on to describe the way in which the public could offer their

comment throughout the meeting. She asked that Executive Director (ED) Anne Richman issue an oath of office to Charles Lee, the new TAM Commissioner representing the Town of Corte Madera.

a. Appointment to the TAM Executive Committee (Action)

Commissioner Sears moved to appoint TAM Commissioner Susan Cleveland-Knowles to fill the vacancy on the TAM Funding, Programs and Legislation (FPL) Executive Committee which was seconded by Vice-Chair Fredericks. A roll call was conducted, and the motion passed unanimously.

*Item 5 was taken out of order.*

**5. Open Time for Public Expression**

Tarrell Kullaway, the Executive Director of the Marin County Bicycle Coalition, encouraged the exploration of alternative street usage and reconfiguration to create more space for everyone to recreate and for safe routes for those on traveling on foot or bike. She asked everyone to read the National Association of City Transportation Officials' (NACTO) Streets for Pandemic Relief and Recovery for ideas on how to accomplish this.

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

None.

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

ED Richman reported on her participation on the Marin Recovers Transportation Task Force as part of the Marin Industry Advisors initiative. She stated that the Sir Francis Drake Blvd Rehabilitation Project construction is scheduled to begin in early June, the North-South Greenway Northern Segment will be advertised in June with bid results announced in late July, and that construction is underway to build a two-way protected bicycle path on the flyover off-ramp from I-580 to Andersen Drive and Sir Francis Drake Blvd. ED Richman reported that the US101-I580 Direct Connector Stakeholder Working Group will meet twice over the summer and that staff is working to confirm those dates. Regarding the Safe Routes to Schools (SR2S) program, she stated that a SR2S web page has been created to provide the latest program information on the program. She reported that the City of San Rafael has nominated two additional locations for designation as Priority Development Areas (PDAs) and is seeking input from the public on the matter. ED Richman noted that electric vehicle (EV) infrastructure is growing with the recent installation of 22 charging heads at the County's Los Gamos campus and that the City of Novato just added two e-bikes to their police force fleet. She noted that the Bay Area Toll Authority (BATA) has suspended, temporarily, congestion pricing on the Bay Bridge. She finalized her report by commenting that Metropolitan Transportation Commission (MTC) nominated the final segment, B7, of the Marin Sonoma Narrows (MSN) Project as a regional priority project for submittal to the SB1 Solutions for Congested Corridors funding.

**4. Commissioner Reports (Discussion)**

a. MTC Report – Commissioner Connolly

Commissioner Connolly expressed his excitement on the nomination of the MSN B7 project for SB1 funding. He updated the group on a Blue Ribbon Task Force whose members were appointed by MTC and who will recommend how the second tranche of transit funding under the CARES (Coronavirus Aid, Relief, and Economic Security) Act will be distributed by the latter part of July, as well as look at long-term issues regarding the future of transit. He reported that a decision was made to table the ballot measure for regional affordable housing for the November

ballot as allowed under AB 1487 but that a decision on the viability of the Bay Area Housing Finance Authority as a resource will be determined at the next MTC board meeting.

b. Marin Transit Report – Commissioner Rodoni

Commissioner Rodoni reported that Marin Transit received \$5.4 million from the CARES Act and is looking forward to receiving additional funding from the Act's second round of funding soon. He noted that ridership has dropped by 80 percent, from 10,000 to 1,900, but recently experienced a slight rebound. He stated that Marin Transit has expedited the replacement of some of its busses and shuttles using a joint purchasing agreement which resulted in a savings of more than \$230,000. He added that Measure AA/A funds were used to match federal funds to purchase the vehicles. He finalized his comments by stating that ABAG (Association of Bay Area Government) made the same decision as MTC and as reported by Commissioner Connolly, to discontinue efforts on an affordable housing bond measure.

c. SMART Report – Commissioner Lucan

Commissioner Lucan noted that SMART was pleased to continue providing service during the pandemic, although it is at a reduced level, the funding the agency will receive through the CARES Act, and a debriefing by the SMART Board of the failed Measure I which included a discussion on the process to determine the next steps the Agency needs to consider.

**6. CONSENT CALENDAR (Action)**

- a. Approve TAM Board Meeting Minutes of April 23, 2020
- b. Authorize Contract Amendment with Moffatt & Nichol
- c. Program Cycle 3 Local Partnership Program (LPP) Formula Funds to TAM's Bellam Blvd Off-Ramp Project
- d. Program Suburban-Housing Incentive Pool (Sub-HIP) Funds

Chair Arnold asked if staff had received any public comment by e-mail and hearing that none had been received, she closed this item to public comment.

Commissioner Campbell moved to approve the Consent Calendar and was seconded by Commissioner Cleveland-Knowles. A roll call vote was conducted the motion passed unanimously.

**7. Adopt Positions on State Legislative Bills (Action)**

ED Richman introduced Mr. Gus Khouri, President of Khouri Consulting, who presented this item which recommended that the TAM Board adopts positions on State Legislative bills as provided in the staff report.

Mr. Khouri provided a brief update on activities at the State level including the budget expected to be finalized for approval by the Legislature by June 15, the deficit created due to COVID-19 virus, an increase in the unemployment rate to 18 percent, the Governor's proposals to balance the budget, the impacts the deficit has on transportation including an anticipated shortfall of \$1.5 billion over several years, and that the MSN Project is a candidate for the SB1 Solutions for Congested Corridors funding.

Mr. Khouri then reviewed the state legislative bills and staff's recommendation for consideration by the TAM Board, including a support position for both SB 895 (Archuleta) and SB 1291 (Committee on Transportation).

In response to a question from Commissioner Carmel, Mr. Khouri confirmed that the 27 percent reduction in sales tax reduction was what was projected for the state for the upcoming fiscal year regardless of what TAM collects for the year.

Mr. Khouri stated that telecommuting, which has flourished during the shelter-in-place order, may affect revenues in the future due to the decrease in vehicle miles traveled. Commissioner Carmel asked if there was anything this body should be thinking about for the future, given the dire forecast for transportation revenues.

Chair Arnold asked if staff had received any public comment by e-mail and hearing that none had been received, she closed this item to public comment.

Commissioner Rice moved to adopt support positions for both State Legislative bills - SB 895 (Archuleta) and SB 1291 (Committee on Transportation) - provided in the staff report and was seconded by Commissioner Cleveland-Knowles. A roll call vote was conducted the motion passed unanimously.

*Commissioner Hillmer joined the meeting at 6:50 p.m.*

#### **8. Authorize Agreement with Uber and Enter into MOU with Marin Transit (Action)**

ED Richman introduced TAM Planning Manager, Derek McGill, who presented the staff report which recommended that the TAM Board authorize the Executive Director to execute a two-year agreement with Uber Technologies, Inc. (Uber) for an amount not to exceed \$140,000 to provide first/last mile services to and from transit stations in Marin County and sign a Memorandum of Understanding (MOU) with Marin Transit to formalize an integrated, accessible on-demand transportation program.

ED Richman also introduced Marin Transit General Manager, Nancy Whelan, who was in attendance to provide her comments.

Ms. Whelan expressed that Marin Transit is pleased to be partnering with TAM on this mobility-on-demand project and that earlier in the month, the Marin Transit Board approved the agreement with Uber as well as the MOU that is before this body for approval this evening. She noted that this project will integrate TAM's first/last mile shared-ride subsidy program with Marin Transit's Connect service and provides real-time transit options in one app which will provide users with a much more seamless experience. She added that this project allows Marin Transit to expand its program to service a 2.5-mile radius around all SMART stations.

Mr. McGill provided an overview of TAM's GetSMART first/last mile program and Marin Transit's Connect service, the Request for Proposals issued for mobility-on-demand software, the benefits of the software program, the service area and transit connections under consideration, and various features of the app.

Commissioner Cleveland-Knowles asked what the app is called and wondered what it will look like. Mr. McGill said that this software will be housed within the Uber app. She noted that Uber advertises on the transit app that she uses and cautioned that this Transportation Network Company (TNC) may actually funnel rides away from transit and to Uber.

Commissioner Cleveland-Knowles asked if the program extends beyond Larkspur and asked if there was a plan to extend it to southern Marin if pilot was successful. Mr. McGill stated that there could be an opportunity to expand the program but at this point, they are taking a conservative approach to not overextend the service that Marin Transit is able to provide.

Commissioner Cleveland-Knowles finalized her comments by suggesting that her City of Sausalito has great transit service but lacks the first/last mile component which keeps some residents from taking the bus. She asked staff to keep Sausalito in mind when it comes time to consider expansion of this service.

Chair Arnold asked if staff had received any public comment by e-mail and hearing that none had been received, she closed this item to public comment.

Commissioner Carmel asked if Uber has been involved with other transit agencies in a similar program and Mr. McGill said that the TNC had worked in Des Moines, Iowa as well as a handful of other cities. He added that Marin Transit staff has performed due diligence to learn about the successes, best practices, and data management to measure the success of this two-year pilot program. However, he cautioned that the ramp-up of the program may be slower than expected given the current COVID-19 health crisis.

Commissioner Fredericks moved to recommend that The TAM Board authorize the Executive Director to execute a two-year agreement with Uber for an amount not to exceed \$140,000 to provide first/last mile services to and from transit stations in Marin County and sign a MOU with Marin Transit to formalize an integrated, accessible on-demand transportation program which was seconded by Commissioner Lucan. A roll call vote was conducted, and the motion was approved unanimously.

#### **9. Review the Proposed TAM FY2020-21 Annual Budget and Release it for Public Comment (Action)**

ED Richman introduced Ms. Li Zhang, Deputy Executive Director/Chief Financial Officer, to present this item which recommended that the TAM Board reviews the Proposed TAM FY2020-21 Annual Budget and releases it for the required 30-day public comment period.

Ms. Zhang reviewed TAM's budget process, the \$27.5 million revenue estimate approved by the TAM Board in April, the unpredictability of the revenue for the upcoming year given the unprecedented times created by the COVID-19 crisis, staff's constant review and monitoring of the sales tax revenue as the county reopens, the sales tax reserve fund policy and usage of those funds if needed to keep critical projects and programs ongoing, potential economy recovery scenarios, Regional Measure 3 (RM3) litigation, City/County Congestion Management Agency (CMA) fee levels for FY2020-21, staff's plan to control operational costs for the upcoming fiscal year including foregoing a cost of living increase for staff and negotiating for lower office lease costs, and proposed revenues and expenditures for the upcoming year.

In response to a question from Commissioner Carmel, Ms. Zhang clarified that in the worst year of the last recession, TAM suffered a 15 percent reduction, equivalent to \$4 million today. The commissioner suggested that staff should look at TAM's activities and how a \$4 million decrease in revenue would affect those projects and programs.

Ms. Zhang stated that maintaining the \$27.5 million estimate is necessary because the local jurisdictions have planned on receiving a certain amount of funding and TAM has the ability to use reserve funds to ensure they will not have to cut their transportation projects/programs for the upcoming year.

Commissioner Rice was glad to see that staff was preparing various revenue scenarios and asked if Marin Transit's funding levels would be affected. Ms. Zhang stated that staff has included Marin Transit throughout this discussion and by maintaining the current revenue estimate, Marin Transit can have reliable funding level for the upcoming year.

Commissioner Rice asked about TAM's reserve policy expending funds in this category which Ms. Zhang reviewed. She added that the reserve fund provides a safety net to funding recipients if the economy does not recover next year.

Commissioner Sears requested that staff provide scenarios for planning forward since she has a fairly good idea what next year will look like but that subsequent years are unsure. Ms. Zhang noted that the Strategic Plan will be presented at upcoming meetings and that it has scenarios for the next five years and beyond.

Commissioner Rice agreed with Commissioner Sears and suggested that TAM should use this year's budget to help in future years since they could be more dire in terms of revenue.

Commissioner Colbert concurred with previous commissioners and suggested TAM needs to take a long view of what could be difficult times where choices need to be made about scaling back programs or projects.

Commissioner Cleveland-Knowles agreed with previous commenters and said that TAM needs to be thinking of its partners, citing Marin Transit as an example, since its revenue could be significantly affected over a longer period of time even after the economy reopens if ridership is slow to return to normal.

Commissioner Lee suggested that, while he is appreciative of the discussion concerning how TAM's budget can adapt during this uncertain economic period, the shelter-in-place order has affected transportation needs over the past few months. He added that transportation needs may look different than pre-COVID times, so perhaps a conversation about mode shifts and changes in how we move from place to place should be considered.

Ms. Zhang stated that TAM, as a funding agency, has a budget process that is a bit different than that of the local jurisdictions. She stated that Commissioner Lee's comment about a reevaluation of program/project priorities will be covered during the Strategic Plan process which will be heard in June when various revenue scenarios will be laid out for the next few years.

Commissioner Colbert thanked Commissioner Lee for his thoughtful comments and suggested that delving into what the new state of transportation looks like, post-COVID, is at the essence of TAM's mission.

Chair Arnold asked if staff had received any public comment by e-mail and Ms. Merleno read aloud a joint comment from David Moller of The Climate Reality Project Bay Area Chapter, Kiki Laporta of Sustainable Marin, William Carney of Sustainable San Rafael, David Fox of Sustainable San Anselmo, Marilyn Price of Sustainable Mill Valley. This group emphasized the importance of promoting alternative fuels and clean transportation and that TAM underspends, every year, its dedicated funding source, Element 3.3 of the Measure B Vehicle Registration Fee program. The group requested an update, as part of the Board's budget discussion, on (1) Measure B Element 3.3, (2) the Board's response to the list of recommended clean transportation projects Mr. Moller provided on February 27, (3) the actions the Board is taking to ensure the funds budgeted for Element 3.3 in TAM's Proposed FY2020-21 Annual Budget will be fully spent and that Element 3.3 funds not spent in previous years are rolled-over to the next year and reserved for spending on Element 3.3 programs as staff has indicated and (4) the Board's plan to update the 2010 Measure B Expenditure Plan that needs to be reviewed this year.

Commissioner Fredericks moved to recommend that the TAM Board reviews the Proposed TAM FY2020-21 Annual Budget and releases it for the required 30-day public comment period which was seconded by Commissioner Kuhl. A roll call vote was conducted, and the motion was approved unanimously.

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

There was no discussion of this item.

*The meeting was adjourned at 7:55 p.m.*