

MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
EXECUTIVE COMMITTEE
Administration, Projects & Planning
May 10, 2021
4:00 PM



Virtual Meeting

<https://us02web.zoom.us/j/85407008361?pwd=MDIxaisreUNoa0lmVzRKQmRjaWVhUT09>

Webinar: 854 0700 8361

Password: 317662

Members Present: Stephanie Moulton-Peters, Marin County Board of Supervisors, Committee Chair
Alice Fredericks, Tiburon Town Council
Dan Hillmer, Larkspur City Council
Brian Colbert, San Anselmo Town Council
Damon Connolly, Marin County Board of Supervisors

Members Absent: None

Staff Members Present: Anne Richman, Executive Director
Bill Whitney, Principal Project Delivery Manager
Dan Cherrier, Principal Project Delivery Manager
David Chan, Manager of Programming & Legislation
Denise Merleno, Executive Assistant
Derek McGill, Planning Manager
Helga Cotter, Senior Accountant
Joanne O'Hehir, Administrative Assistant
Li Zhang, Deputy Executive Director/Chief Financial Officer
Nick Nguyen, Principal Project Delivery Manager

Chair Stephanie Moulton-Peters called the meeting to order at 4:00 p.m. Chair Moulton-Peters welcomed everyone to the Committee's virtual meeting and asked Denise Merleno, TAM's Executive Assistant, to conduct a roll call to ensure a quorum. Ms. Merleno confirmed the quorum and described how the public could provide comment during the meeting.

1. Chair's Report (Discussion)

Chair Moulton-Peters noted she did not have a report.

2. Commissioners Comments (Discussion)

There were none.

3. Executive Director's Report (Discussion)

Executive Director (ED) Anne Richman reported that TAM will be issuing a call for projects for TFCA (Transportation Fund for Clean Air) and TDA (Transportation Development Act) Article 3 funds of approximately \$1.25 million later this month. TAM receives TFCA funds from the Bay Area Air Quality

Management District (BAAQMD) for projects that reduce vehicle emissions, and TDA funds from the Metropolitan Transportation Commission (MTC) for bicycle and pedestrian projects.

ED Richman confirmed that MTC approved funding for the Marin Sonoma Narrows (MSN) B7 project. It is anticipated that the project will move to the bid process with a combination of funding from MTC, state Senate Bill 1 (SB1) Solutions for Congested Corridors Program (SCCP) funding, and local sales tax funds from TAM. ED Richman also reported that the California Transportation Commission (CTC) should approve \$3.5 million in funding from the State-Local Partnership Program for the right-of-way phase of the MSN project at its May 13, 2021 meeting.

ED Richman discussed 3 funding applications for Congressionally Directed Spending Requests (Community Projects). She confirmed that two projects, the San Rafael Canal Crossing and State Route (SR) 37 projects, are scheduled for advancement to the next stage for funding consideration.

ED Richman reported that the Golden Gate Bridge Highway and Transportation District (GGBHTD) Board is expected to consider a recommendation for a preferred alternative for the San Rafael Transit Center Relocation Project at its May 21, 2021 meeting; that MTC is expected to provide a presentation on Plan Bay Area 2050 (PBA 2050) at the May 27, 2021 TAM Board Meeting, and that the Northbound 101 to Eastbound I-580 Direct Connector Stakeholder Working Group is expected to meet on May 18, 2021. Finally, ED Richman reported that the month of May has been named Bike Month, which will include Bike to Wherever Day on May 21, 2021.

4. Open time for public expression

Chair Moulton-Peters asked Ms. Merleno if any public comment had been received and hearing none, she closed this item to public comment.

5. Approval of the Minutes from March 8, 2021 Meeting (Action)

Commissioner Fredericks moved to approve the Minutes of the March 8, 2021 Administration, Projects and Planning (APP) Executive Committee meeting, which Commissioner Hillmer seconded. A roll call vote was conducted and the motion passed unanimously.

6. Review the Proposed TAM FY2021-22 Annual Budget (Action)

Deputy Executive Director/Chief Financial Officer Li Zhang presented the staff report which requests that the APP Executive Committee reviews the Proposed TAM FY2021-22 Annual Budget, provides input and recommends the TAM Board to review and release the proposed budget for the 30-day public comment period at its May 27, 2021 Board meeting.

Ms. Zhang provided an overview of the budget process and timeline. She confirmed the expectation that the TAM Board will release the proposed Annual Budget at the May 27, 2021 meeting for public comment and adopt the Annual Budget at the June 24, 2021 Board meeting pending close of the comment period.

Ms. Zhang reviewed the economic recovery patterns that were presented to the Board back in May 2020 and stated that sales tax revenues have stabilized from FY2019-20. She discussed the agency's receipt of \$75 million in funding from MTC; an application for \$77 million from the Infrastructure for Rebuilding America (INFRA) Grant Program for the MSN project; funding from MTC's Quick-Strike Program, and the City/Town and County fees.

Ms. Zhang reported on operating costs, a new sublease agreement with MGSA to rent office space, a proposed 2% Cost of Living Adjustment (COLA) for staff, and a proposal to introduce a long-term COLA policy for the agency tied to the Consumer Price Index (CPI) and capped at the sales tax revenue growth rate.

ED Richman continued with a discussion on proposed organizational changes, including the new position of Project Delivery Director and the conversion of the rotating Deputy Executive Director position to the permanent Deputy Executive Director/Chief Financial Officer position.

Ms. Zhang then discussed the components of the budget document and the estimated revenues and expenditures for FY2021-22.

Ms. Zhang concluded her report with a request that the Committee recommends the TAM Board review and release the Proposed FY2021-22 Annual Budget for the 30-day public comment period at its May 27, 2021 meeting.

In response to Chair Moulton-Peters, Ms. Zhang stated that there were no major differences between the FY2020-21 budget and the FY2021-22 budget other than those staff had discussed already.

Commissioner Hillmer thanked Ms. Zhang for her comprehensive and professional report, with which Commissioner Colbert was in agreement. Commissioner Colbert added that the information has been presented in a manner he will find easy to communicate to the community. Chair Moulton-Peters thanked Ms. Zhang and ED Richman for all their effort in securing and managing the agency's funds.

Commissioner Hillmer moved to recommend that the TAM Board review and release the Proposed TAM FY2021-22 Annual Budget for the 30-day public comment period at its May 27, 2021 Board meeting, which was seconded by Commissioner Fredericks. A roll call vote was conducted and the motion passed unanimously.

7. Review and Provide Input on the Proposed Transportation Sales Tax Strategic Plan Framework (Discussion)

Ms. Zhang presented this discussion item and requested that the commissioners provide input on the proposed Transportation Sales Tax Strategic Plan framework and a recommendation that the actual plan be presented to the TAM Board for review and release for public comment at the May 27, 2021 Board meeting.

Ms. Zhang stated that both the Measures A and AA Expenditure Plans require development of a Strategic Plan, and that staff is proposing to combine both plans into a single document. Ms. Zhang discussed the proposed Strategic Plan document with the addition of two new principles: promoting equity and wildfire evacuation planning. Ms. Zhang discussed staff's recommendation to include a new policy relating to cash flow and use of sales tax, which would incorporate the standard practice of requesting a 3-year cash flow schedule from jurisdictions.

Ms. Zhang discussed the timeline for adopting the proposed Strategic Plan, which staff would like the TAM Board to review at the May 27, 2021 meeting and release for the 30-day public comment period. She confirmed the proposed plan would be reviewed by the funding recipients for their input and the TAM Board is expected to adopt the Strategic Plan at its June 24, 2021 meeting pending the closure of the public comment period.

In response to Commissioner Colbert, Ms. Zhang and Mr. Chan clarified a policy to promote a balanced use of funds throughout the County. They also discussed and clarified the purpose of the New Agency policy, noting the possibility that a new agency could be established that would be eligible for TAM funds.

In response to Commissioner Hillmer, ED Richman explained that there is a desire to add an equity policy to the Strategic Plan, which would then be defined further in calls for projects. She explained that a use of the sales tax policy was proposed to be included to ensure TAM's funds are the last source of funding provided for a project to help with TAM's cash flow and allow more cost-effective support of multiple projects in the County.

In response to Chair Moulton-Peters, Ms. Zhang and Mr. Chan confirmed that cash flow schedule restrictions are not required for smaller projects but could be needed for larger projects that need multi-millions in a year. Chair Moulton-Peters asked staff to clarify this in the Strategic Plan.

The meeting was adjourned at 4:55 p.m.

DRAFT