



MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
TAM

NOVEMBER 18, 2021  
5:00 PM

**Virtual Meeting**

**MEETING MINUTES**

Members Present: Alice Fredericks, Tiburon Town Council  
Beach Kuhl, Ross Town Council  
Brian Colbert, San Anselmo Town Council  
Chance Cutrano, Fairfax Town Council  
Charles Lee, Corte Madera Town Council  
Damon Connolly, Marin County Board of Supervisors  
Daniel Hillmer, Larkspur City Council  
Dennis Rodoni, Marin County Board of Supervisors  
Eric Lucan, Novato City Council, TAM Chair  
Judy Arnold, Marin County Board of Supervisors  
Steven Block, Belvedere City Council  
Susan Cleveland-Knowles, Sausalito City Council  
Urban Carmel, Mill Valley City Council

Members Absent: Kate Colin, San Rafael City Council  
Katie Rice, Marin County Board of Supervisors  
Stephanie Moulton-Peters, Marin County Board of Supervisors, TAM Vice Chair

Staff Members Present: Anne Richman, Executive Director  
Bill Whitney, Principal Project Delivery Manager  
Dan Cherrier, Principal Project Delivery Manager  
David Chan, Director of Programming and Legislation  
Grace Zhuang, Accounting & Administrative Specialist  
Helga Cotter, Senior Accountant/HR Specialist  
Jennifer Doucette, Executive Assistant/Clerk of the Board  
Li Zhang, Deputy Executive Director/Chief Financial Officer  
Molly Graham, Public Outreach Coordinator  
Scott McDonald, Senior Transportation Planner

*Chair Lucan called the meeting to order at 5:02 p.m.*

Chair Lucan welcomed everyone to the meeting and Executive Director (ED) Anne Richman issued an oath of office to Steven Block as an alternate representing the City of Belvedere.

Chair Lucan asked Executive Assistant/Clerk of the Board Jennifer Doucette to conduct a roll call to ensure a quorum. A quorum of the Board was confirmed and detailed information about how the public may participate was provided.

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

Chair Lucan appointed Commissioner Cutrano to the Safe Routes to School Ad Hoc Committee.

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

Commissioner Fredericks reported that the general manager of the Golden Gate Bridge, Highway and Transportation District (GGBHTD) will include remarks about the benchmarks for reinstatement of some transit and ferry services at the GGBHTD Board meeting on November 19.

**3. Commissioner Reports (Discussion)**

a. MTC Report – Commissioner Connolly

Commissioner Connolly reported that the Bay Area Toll Authority (BATA) Oversight Committee's Equity Action Plan was approved by the Metropolitan Transportation Commission (MTC) Board. In October, BATA recognized that penalties and fees can grow to unaffordable levels and customers need options to resolve issues. BATA is now focused on making FasTrak more affordable and moving people away from violations.

Between January and April 2021, 58% of invoices for tolls were sent to Bay Area addresses. Half of the invoices were paid; the other half received a violation. Of those that received violations, 33% were sent to an address in Equity Priority Communities. Additional work is underway to understand what is needed to address the fines, such as more time to pay, hardship exceptions, or an easier way to access the system.

Commissioner Connolly also reported on Drawdown: Marin, a community-driven campaign to dramatically reduce greenhouse gas emissions, prepare for climate change impacts, and meaningfully address and integrate equity. He noted that applications for the Drawdown: Marin Board of Directors are being accepted through December 31 – elected officials and climate-related agency staff are encouraged to apply. Inquiries may be directed to Alex Porteshawver at the County of Marin.

b. Marin Transit Report – Commissioner Colbert on behalf of Commissioner Colin

Commissioner Colbert reported that at the November 1 Marin Transit (MT) Board meeting, staff reported on comments received from community members regarding the recent procurement of paratransit services and the ways public input is encouraged and incorporated in its programs. There are a wide variety of ways MT seeks input from riders, community members, and stakeholders – ranging from surveys to meetings with community groups and advisory committees, and more formal public hearings.

To ensure fair and open competition, public engagement is not a part of the procurement process from the time the Request for Proposals (RFP) is released until a contract is finalized. Over the past several weeks, MT heard concerns about the procurement process from individuals and stakeholder groups. Staff reported on what was learned and identified how the process could be improved. Staff is continuing to listen and engage stakeholder groups on issues of community concern, strengthening advisory committees, and reaching out to stakeholders early in the planning process.

Commissioner Colbert also reported that global supply chain issues created by the COVID-19 pandemic are affecting all sectors of the economy including public transit. Microchip and parts shortages have delayed several bus purchases, and parts delays are impacting MT's ability to obtain spare parts to repair vehicles.

Currently, the most significant supply shortage impacting MT is the delay of the switchgear for electric bus battery charging infrastructure. This component is necessary to connect new power service to the 4 battery electric bus chargers being installed in Novato. The new battery electric buses are scheduled to be delivered in January 2022, but the switchgear won't be available until March. Staff is looking into options for charging the buses when they arrive in January.

Lastly, Commissioner Colbert reported that MT ridership on fixed-route services has steadily increased over the last few months and, as of September, ridership was approximately 70% of the pre-COVID level. Marin Access (paratransit) ridership has not rebounded as quickly as fixed-route ridership; however, with high vaccination rates and the re-opening of senior centers and adult day programs, ridership has recently been increasing. In September, Marin Access ridership was approximately 50% of the pre-COVID level.

c. SMART Report – Chair Lucan

Chair Lucan reported that in the past week the Sonoma Marin Area Rail Transit (SMART) had its single largest ridership day since the pandemic started.

Chair Lucan also reported that the SMART Board of Directors is in the process of creating the agency's freight operation policy and determining whether the management of the freight operation will be handled in-house, contracted out, or a hybrid of both. The SMART Board of Directors also gave staff preliminary direction to phase out the storage of liquid petroleum gas railcars located in the Sonoma Valley.

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

ED Richman provided an update on recent projects and transportation news including the Ruby Bridges Walk to School Day at Bayside Martin Luther King Jr. School; Marin Commutes Fall Campaign; community outreach updates on the 101-580 Direct Connector Project; Pavement Condition Index (PCI) of each Marin local jurisdiction; State Route (SR) 37 environmental studies; and the passage of the National Infrastructure Bill.

ED Richman also reported that the annual TAM holiday party will be held in December.

Chair Lucan opened the discussion to the Board members and public, and hearing none moved to the next agenda item.

**5. Open Time for Public Expression**

Chair Lucan asked if any members of the public wished to speak or had sent in an e-comment and seeing none, moved to the next agenda item.

**6. CONSENT CALENDAR (Action)**

- a. Approve TAM Board Meeting Minutes October 28, 2021
- b. Adopt TAM Resolution No. 2021-17 in Compliance with AB 361
- c. State Legislative Consultant Contract Extension
- d. Extension of the Information Technology Services Contract with SPTJ Consulting
- e. Ride Amigos Software Subscription Agreement Extension to Support the Marin Commutes Program

Commissioner Fredericks moved to approve the Consent Calendar with a correction to page 6, paragraph 6 of the October 28, 2021 meeting minutes, which should read "transportation" committee, and was seconded by Commissioner Cutrano. Chair Lucan opened the item to public comment and hearing none, a roll call vote was conducted, and the motion passed unanimously.

**7. Review and Acceptance of the 2021 Measure A/AA Compliance Audit Results (Action)**

Deputy Executive Director/Chief Financial Officer Li Zhang and Moss, Levy & Hartzheim (MLH), LLP auditor Bin Zeng presented this item that recommended the TAM Board review and accept the 2021 Measure A/AA compliance audit results.

Ms. Zhang provided an overview of the compliance audit policy and background, including frequency of audits for Measure A/AA programs/projects, annual process and timeline, and the list of recipients selected for the 2021 audit cycle.

Mr. Zeng provided an overview of the 2021 compliance audit process and timeline and reported that there were no non-compliance findings for any of the auditees.

Chair Lucan asked if any members of the public wished to speak or had sent in an e-comment and seeing none asked for a motion.

Commissioner Fredericks moved to accept the 2021 Measure A/AA compliance audit results and was seconded by Commissioner Kuhl. A roll call vote was conducted, and the motion was unanimously approved.

*The meeting was adjourned at 5:35 p.m.*

Approved December 13, 2021