

MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
EXECUTIVE COMMITTEE  
Administration, Projects & Planning  
January 10, 2022  
3:30 PM



Virtual Meeting

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

Staff Members Present: Anne Richman, Executive Director  
Bill Whitney, Principal Project Delivery Manager  
Dan Cherrier, Principal Project Delivery Manager  
Derek McGill, Director of Planning  
Jennifer Doucette, Executive Assistant/Clerk of the Board  
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 Stephanie Moulton-Peters called the meeting to order at 3:04 p.m. She welcomed everyone to the Committee's virtual meeting and asked Jennifer Doucette, Executive Assistant/Clerk of the Board, to conduct a roll call and ensure a quorum. Ms. Doucette confirmed the quorum and described how the public could provide comment during the meeting.

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

None.

**2. Commissioners Comments (Discussion)**

None.

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

Executive Director (ED) Anne Richman reported on the final remaining Marin-Sonoma Narrows (MSN) segment; the State Route (SR) 37 Policy Committee Meeting; the upcoming SR 37 Planning and Environmental Linkages Public Meeting; the Novato Blvd. Improvements Project Draft Environmental Impact Report (EIR); and Marin Municipal Water District's (MMWD's) announcement to conduct a full environmental review for the water pipeline project.

ED Richman also reported on the resignations of David Kim, Secretary of California State Transportation Agency (CalSTA), and TAM's Senior Accountant/HR Specialist Helga Cotter. On behalf of TAM, ED Richman thanked Ms. Cotter for her dedication to her job and the agency and wished her well in her new career as the next Administrative Services Director of the City of Belvedere.

**4. Open time for public expression**

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

**5. Approval of the Minutes from October 11, 2021 Meeting (Action)**

Commissioner Hillmer moved to approve the Minutes of the October 11, 2021 meeting, which Commissioner Fredericks seconded. A roll call vote was conducted, and the motion was passed unanimously.

**6. Review the FY2021-22 Second Quarter Financial Report (Action)**

Li Zhang, TAM's Deputy Executive Director/Chief Financial Officer, presented the staff report, which asked the Administration, Projects and Planning (AP&P) Executive Committee to review the FY2021-22 Second Quarter Financial Report and refer it to the TAM Board for review and acceptance.

Ms. Zhang discussed the 17% increase in sales tax revenue compared to the same period from July to December 2020, which she explained was partly due to deferred sales tax revenue. She also discussed a decrease in revenue from the Vehicle Registration Fee (VRF) in excess of 5% and the need to cash out some investments to meet cashflow. Ms. Zhang reminded the commissioners that there are delays in payments due to partner agencies, consultants and other vendors needing time to submit reimbursement requests.

Commissioner Fredericks moved to approve the FY2021-22 Second Quarter Financial Report and refer it to the TAM Board for review and acceptance, which Commissioner Colbert seconded. A roll call vote was conducted, and the motion passed unanimously.

**7. Coordinated Traffic Study for Housing Element Updates (Discussion)**

ED Richman introduced Director of Planning Derek McGill, and Bob Grandy of Fehr & Peers to present the Coordinated Traffic Study for Housing Element Updates.

Mr. McGill provided background information on the Study. He discussed the Regional Housing Needs Allocation (RHNA) released in December 2021 by the Association of Bay Area Governments (ABAG); the requirement for each local jurisdiction to prepare a compliant Housing Element by January 2023 for submittal to the California Department of Housing and Community Development (HCD); and TAM's role in providing transportation data for the Housing Elements through the Congestion Management Program (CMP). He discussed the state's guidelines to reduce vehicle miles travelled (VMT) in each jurisdiction and the role TAM could potentially play in either identifying VMT reductions in high VMT areas, or support site selection efforts that locate housing in lower VMT areas. Mr. McGill also discussed a grant application that TAM submitted to request funding from Caltrans to study ways of reducing VMT in high VMT areas.

Mr. McGill discussed the challenge of using the agency's CMP program in assessing traffic impacts in relation to the California Environmental Quality Act (CEQA) requirements, now that Senate Bill 743 is in effect. Mr. McGill discussed three options staff is recommending the Commissioners consider: 1) TAM continues to work with jurisdictions to develop a program that would offer a coordinated approach in assessing traffic impacts; 2) continue to support CEQA analysis for individual jurisdictions, which may continue the inconsistent approach to assessing traffic impacts across the county; 3) withdraw from the CMP process, although he noted that jurisdictions use TAM's data for level of service (LOS) analysis for General Plan purposes. Mr. McGill stated that staff is seeking direction on the continuing role in providing data for local jurisdictions' Housing Element updates.

ED Richman confirmed that new legislation (SB743) requires the use of VMT analyses for CEQA, which is different from the LOS data traditionally provided by TAM's CMP.

Chair Moulton-Peters discussed the importance of traffic analyses for jurisdictions' housing needs and her support for continuing to provide information. Mr. McGill clarified staff's current role in providing data for LOS, and he confirmed there would be additional costs in providing VMT data for Housing Elements that would be borne by lead agencies. Mr. McGill clarified VMT rates for Larkspur and confirmed that the rates are relatively low in the area around the ferry terminal.

In response to Commissioner Colbert, Mr. McGill clarified TAM's role in the CEQA process. He stated that TAM could work with agencies considering allocating housing to high VMT areas, such as downtowns, to bring transit and biking systems to those areas to reduce VMT impacts. Mr. McGill also stated that the CMP could be utilized to assess potential traffic impacts between jurisdictions that result from housing growth but since the CMP is based on LOS, the framework is not ideal for providing consistent analysis under the CEQA process.

In response to Commissioner Hillmer, ED Richman stated that they could discuss a possible conflict of interest relating to the CMP discussions.

Mr. Grandy suggested that TAM could coordinate VMT and volumes of traffic in different jurisdictions and compile the data. He also suggested that the agency could provide solutions to mitigate the effects of VMT across multiple jurisdictions with transportation projects and programs. Chair Moulton-Peters expressed her support.

Commissioner Fredericks stated that further discussion with planning directors is necessary to confirm if the proposed uses of the CMP would meet their needs.

Commissioner Colbert discussed information he would like staff to provide on the two proposed uses for the CMP for a future meeting.

Commissioner Connolly commented on the importance of county-wide traffic impacts, in addition to meeting the CEQA requirements relating to Housing Elements.

Commissioner Hillmer noted that property owners have been contacted to verify interest in the Housing Element updates, which might result in a broader audience being attracted to the CMP discussions.

Chair Moulton-Peters agreed that another discussion would be beneficial and she commented on the importance of TAM's role in providing transportation data for county-wide use.

ED Richman and Mr. McGill discussed the timeframe for providing traffic analyses to the jurisdictions. Mr. McGill noted that developing a policy framework for county-wide transportation would be a long-term project.

In response to Chair Moulton-Peters, Mr. McGill stated that cost-sharing is based on individual projects and that it would be beneficial to avoid individual cost-sharing for each of the 12 Housing Elements. He also stated that the agency anticipates the results of the Caltrans grant application in May or June.

In response to Commissioner Hillmer, Mr. McGill clarified TAM's potential role in providing mitigations to jurisdictions after they have prioritized VMT reductions, such as utilizing Transportation Demand Management (TDM) and bike-sharing programs.

In response to Chair Moulton-Peters, Mr. McGill confirmed LOS could be used for General Plan purposes outside the CEQA process.

ED Richman noted that the Strategic Vision Plan update would provide an opportunity for the Commissioners to discuss county-wide transportation needs.

*The meeting was adjourned at 4:28 p.m.*