

MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
EXECUTIVE COMMITTEE
Administration, Projects & Planning
May 9, 2022
3:30 PM

Virtual Meeting



MEETING MINUTES

Members Present: Alice Fredericks, Tiburon Town Council
Eric Lucan, Novato City Council
Damon Connolly, Marin County Board of Supervisors
Stephanie Moulton-Peters, Marin County Board of Supervisors, Committee Chair

Members Absent: Dan Hillmer, Larkspur City Council

Staff Members Present: Anne Richman, Executive Director
Bill Whitney, Principal Project Delivery Manager
Dan Cherrier, Principal Project Delivery Manager
David Chan, Director of Programming & Legislation
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 Moulton-Peters called the Administration, Projects & Planning (AP&P) Executive Committee meeting to order at 3:38 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 provided updates on the following items: the Marin Sonoma Narrows (MSN) Project B7 construction contract award to Ghilotti Construction and the anticipated ground-breaking ceremony likely this summer; Bike to Work Day on Friday, May 20 and TAM staff's participation at the energizer station near the Larkspur Ferry Terminal; and overnight work between 3 a.m. to 6 a.m. starting on May 9 on the water service connection relating to the San Rafael Third Street Rehabilitation Project.

4. Open time for public expression

Chair Moulton-Peters asked if any members of the public wished to speak or had submitted a comment by e-mail and hearing none, she closed this item.

5. Approval of the Minutes from April 11, 2022, Meeting (Action)

Commissioner Fredericks moved to approve the Minutes of the April 11, 2022 meeting, which was seconded by Commissioner Lucan. A roll call vote was conducted, and the motion passed unanimously.

6. TAM Bicycle Pedestrian Advisory Committee (BPAC) Bylaws Amendments & Membership Update (Action)

Scott McDonald, Senior Transportation Planner, presented the staff report, which asked the AP&P Executive Committee to review the updated BPAC Bylaws, the proposed membership roster, and recommend that the TAM Board approve the changes at its May meeting.

Mr. McDonald provided background information on the BPAC, which was established in 2007 to support the agency in programming funds, which include the Transportation Fund for Clean Air (TFCA) Program and the One Bay Area Grant (OBAG) Program and provides feedback on projects that are pursuing competitive funding from the Metropolitan Transportation Commission (MTC).

Mr. McDonald acknowledged the dedication of the current seven members of the BPAC, who will remain on the Committee, and he discussed staff's recommendation to maintain the six geographic representatives, a member of the Marin Public Works Association (MPWA) and reduce the number of at-large representatives to two. He discussed the need to recruit an additional member to represent Southern Marin and an at-large representative.

In response to Chair Moulton-Peters, Mr. McDonald confirmed that staff is recommending members serve 4-year terms, but that four current members have agreed to serve 6-year terms to avoid all the positions expiring simultaneously.

In response to Commissioner Lucan, Mr. McDonald clarified the outreach process to find two new committee members. He added that the BPAC holds regular public meetings and that the members could attend TAM Board meetings to provide periodic updates.

Chair Moulton-Peters stated that she was in favor of regular updates from the BPAC members at Board meetings.

Chair Moulton-Peters asked if any members of the public wished to speak or had submitted a comment by e-mail and hearing none, she closed public comment for this item.

Commissioner Lucan moved to recommend the TAM Board approve the updated BPAC Bylaws and the proposed membership roster at its May meeting, which was seconded by Commissioner Fredericks. A roll call vote was conducted, and the motion passed unanimously.

7. Review the Proposed TAM FY2022-23 Annual Budget (Action)

Deputy Executive Director (DED)/Chief Financial Officer (CFO) Li Zhang presented the staff report which asked the AP&P Executive Committee to review the Proposed TAM FY2022-23 Annual Budget, provide input and recommend the TAM Board review and release the proposed budget for the 30-day public comment period at its May 26, 2022 Board meeting.

Ms. Zhang discussed the development schedule for the FY2022-23 Budget. She stated the Budget will be presented to the TAM Board at the May 26 meeting, followed by the 30-day public comment period and conditional adoption by the Board at the June 23 meeting. Ms. Zhang provided an overview of the budget and noted that the total revenue collected is less than the total expenditure proposed for the year because fund balance accumulated in prior years is being spent for project/program delivery planned in FY2022-23. She discussed future economic uncertainty but confirmed that sales tax in Marin is expected to continue growing in FY2022-23.

Ms. Zhang discussed funding sources for the Marin Sonoma Narrows (MSN) and the 101/580 Direct Connector project. She stated staff has worked with MTC staff to use federal funds to fully fund the MSN project while RM3 funds remain inaccessible due to legal litigation.

Ms. Zhang discussed a long-term agreement that has been reached with the Marin Manager's Association (MMA) for the City/County Fee. She stated that a base level fee of \$550,000 has been set for FY2022-23, which will be adjusted annually in accordance with the Consumer Price Index (CPI).

Ms. Zhang reported on proposed staffing and benefit changes, including an increase in the agency's contribution to employees' health premium. She also discussed the proposed new position of Associate Transportation Planner; the changes in position from Senior Transportation Planner to Principal Transportation Planner, and Accounting and Administrative Specialist to Accounting and Payroll Specialist. Ms. Zhang stated that a recommended 5% pay range increase is recommended for the two new positions, and she provided an update on the new position of Director of Project Delivery. She stated that all changes should take effect on July 1, 2022, following TAM Board approval.

Ms. Zhang discussed funding opportunities from the Congressional Directed Spending/Earmark process; Cycle 6 of the Active Planning Program; One Bay Area Grant Program Cycle 3 (OBAG 3); and she confirmed staff will endeavor to secure funding through the state budget surplus and the Infrastructure Investment and Jobs Act (IIJA).

Ms. Zhang confirmed the Citizens' Oversight Committee (COC) will review the budget at its May 16 meeting, in addition to the MMA before a full budget presentation is made to the TAM Board at the June 23 meeting.

In response to Commissioner Lucan, Ms. Zhang stated that sales tax revenue is expected to increase over 10% for FY2021-22.

Chair Moulton-Peters complimented ED Richman, Ms. Zhang and TAM staff for their efforts to enter into a long-term funding arrangement with the County, towns and cities. Chair Moulton-Peters asked if any members of the public wished to speak or had submitted a comment by e-mail and hearing none, she asked for a motion.

Commissioner Fredericks moved to recommend that the TAM Board review the proposed TAM FY2022-23 Annual Budget and release it for the 30-day public comment period at its May 26, 2022 Board meeting, which was seconded by Chair Moulton-Peters. A roll call vote was conducted, and the motion passed unanimously.

8. Update on the Preliminary Results of the Evaluation Process and Initial Findings for the Highway 101 Interchange and Approaching Roadway Study (Discussion)

Principal Project Delivery Manager Bill Whitney presented the staff report, which recommends that the AP&P Executive Committee accepts an update on the preliminary results of the evaluation process and initial findings and provides feedback and direction.

Mr. Whitney introduced project consultants Kim Franchi of HNTB, and David Parisi and Bri Adams of Parisi Transportation Consulting. Mr. Franchi stated that the evaluation process for the twelve interchanges has been completed and draft recommendations have been made for the implementation and prioritization of the Interchange Studies. He reviewed the feedback received previously from the AP&P Executive Committee and the Marin Public Works Association (MPWA) and how it was incorporated into the evaluation process.

Mr. Parisi discussed the long-term and near-term improvements (“concepts”) that are proposed for the twelve interchanges. He stated that near-term improvements could transition into long-term improvements, and that all the concepts they are proposing have been measured against the five goals of Enhancing Health and Safety, Relieving Local Congestion, Improving Multi-Modal Access, Promoting Economic Vitality and Ease of Implementation. Mr. Parisi discussed the weighting of the goals and scoring process.

Ms. Adams discussed sensitivity testing used in the evaluation process to assess active transportation and equity for each of the five goals and Mr. Parisi discussed the total weighted scores for long-term and near-term concepts for each of the twelve interchanges. He noted that the long-term concepts have higher scores versus the near-term concepts because the improvements accomplish more, and that Freitas Parkway has the highest scores for both concepts. Mr. Parisi summarized the costs of long-term concepts. He stated that the total cost for implementing the long-term concepts for the twelve interchanges would be \$1.3 billion, and he discussed seven long-term concepts that would cost less than \$50 million each and three long-term concepts would cost from \$70 million to \$280 million.

Mr. Parisi summarized the costs of near-term concepts, which would total approximately \$182 million; six interchanges with near-term concepts with scores that are almost as high as the long-term concepts but would be at approximately 50% of the cost.

Mr. Parisi discussed a potential draft prioritization list of three interchanges with high scores based on geographic areas, including the long-term concepts for Freitas Parkway/Civic Center Drive and East Blithedale Ave./Tiburon Blvd., and a near-term concept for Alameda Del Prado/Nave Drive, which would retrofit the existing configuration. Mr. Parisi discussed potential near-term pedestrian, transit, and safety improvement projects for the remaining nine interchanges, including Alexander Avenue/Vista Point and Donahue Street/Bridgeway.

Mr. Franchi discussed the Public Outreach approach. He stated that links will be provided for each of the twelve interchanges on the website that will have reports and improvement concepts for public review and that email distribution and social media will be used to publicize the projects. He also discussed the next steps in the process, which will include completing the remaining reports and improvements concepts and securing support from local jurisdictions and the California Department of Transportation (Caltrans). The draft recommendation for a prioritization and implementation plan will be brought to the TAM Board for consideration.

Chair Moulton-Peters commended the project team on an excellent presentation; and Mr. Whitney stated that staff would like the Commissioners’ feedback on the project team’s recommendations.

Commissioner Lucan noted the difficulty of public outreach for multiple projects. Mr. Whitney stated that interested parties would be directed to the TAM website to obtain information on each of the interchange studies.

Commissioner Connolly discussed his support for the three interchanges that have been identified as priorities. Mr. Whitney confirmed that Measure AA funds would be used to advance the three interchange projects to Caltrans’ Project Delivery Process if they are selected. He added that smaller projects for the remaining interchanges should still be considered for advancement.

Chair Moulton-Peters and Mr. Whitney discussed the public outreach process. Mr. Whitney stated that the public will be given the opportunity to provide feedback on the proposed interchange studies by means of the project website and submission of comments by email.

In response to Chair Moulton-Peters, Mr. Parisi stated that the near-term projects could be phased into the long-term concepts moving forward. Chair Moulton-Peters asked Mr. Parisi to clarify interchanges that are expecting increased congestion for the next presentation.

Chair Moulton-Peters and ED Richman discussed the projects in relation to the Federal Reconnecting Communities Program, which ED Richman stated could be a potential source of funding for some of the projects. They also discussed the Highway 101 projects in relation to the state’s Climate Action Plan for Transportation Infrastructure

(CAPTI) and ED Richman discussed the importance of including multi-modal and transit improvements in the projects.

The Commissioners each expressed support for staff's recommendations.

The meeting was adjourned at 5:12 p.m.

Approved June 13, 2022