



MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
ADMINISTRATION, PROJECTS & PLANNING  
EXECUTIVE COMMITTEE

JANUARY 9, 2023  
3:30 PM

Virtual Meeting

**MEETING MINUTES**

Members Present: Beach Kuhl, Ross Town Council  
Chance Cutrano, Fairfax Town Council  
Eric Lucan, Marin County Board of Supervisors  
Kate Colin, San Rafael City Council  
Stephanie Moulton-Peters, Marin County Board of Supervisors, Cmte. Chair

Members Absent: None

Staff Members Present: Anne Richman, Executive Director  
Bill Whitney, Principal Project Delivery Manager  
Dan Cherrier, Director of Project Delivery  
David Chan, Director of Programming & Legislation  
Derek McGill, Director of Planning  
Grace Zhuang, Accounting and Payroll Specialist  
Jennifer Doucette, Executive Assistant/Clerk of the Board  
Li Zhang, Deputy Executive Director/Chief Financial Officer  
Mikaela Hiatt, Associate Transportation Planner  
Molly Graham, Public Outreach Coordinator  
Nick Nguyen, Principal Project Delivery Manager  
Scott McDonald, Principal Transportation Planner

*Chair Moulton-Peters called the meeting to order at 3:35 p.m.*

Chair Moulton-Peters welcomed everyone to the meeting and asked Executive Assistant/Clerk of the Board Jennifer Doucette to conduct a roll call to ensure a quorum. A quorum of the Administration, Projects & Planning (AP&P) Executive Committee was confirmed and detailed information about how the public may participate was provided.

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

Chair Moulton-Peters welcomed Commissioners Colin, Cutrano, and Kuhl as new members on the AP&P Executive Committee.

**2. Commissioners Comments (Discussion)**

None.

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

Executive Director (ED) Anne Richman introduced TAM's new Associate Transportation Planner Mikaela Hiatt who will be supporting the Planning team in the areas of Sea Level Rise, Equity, and Alternative Fuels/Electric Vehicle (EV) programs.

ED Richman also reported on the recent flooding of State Route (SR) 37 due to the storms; and that the California Department of Transportation (Caltrans) posted the final Planning and Environmental Linkages (PEL) study report for SR 37 on December 30, 2022.

Lastly, ED Richman provided an update on the One Bay Area Grant Cycle 3 (OBAG 3) and regional Active Transportation Program (ATP) Cycle 6 recommendations, which combined, total approximately \$20 million in funding to 11 projects throughout Marin County. Approval from the Metropolitan Transportation Commission (MTC) is anticipated at the January 11 meeting of MTC's Programming & Allocations Committee and on January 25 at the full Commission meeting.

Commissioner Colin commended TAM staff and the staffs of local jurisdictions for their work on these highly competitive funding programs.

Commissioner Cutrano also commended TAM staff and inquired about the process for OBAG and ATP funding approvals. ED Richman explained that for the OBAG program, MTC staff evaluates and recommends projects, and that for the ATP Program, other regional agencies/entities are invited to help review the applications. Staff recommendations for both programs are forwarded to the Commission for approval.

In response to Chair Moulton-Peters, ED Richman explained that in general, when MTC staff publishes recommendations for programs, the Commission often accepts them "as-is", however changes may be made at the discretion of the Commission.

Chair Moulton-Peters commended TAM staff on the great work and looked forward to seeing the benefits to Marin County workers and residents once these projects are completed.

ED Richman commended staffs at local jurisdictions for the time and effort required to complete and submit the project applications, as well as the TAM Board for its commitment to the process.

#### **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.

WTB-TAM Director of Planning Matthew Hartzell welcomed the new Commissioners; and thanked ED Richman for the update on the OBAG and ATP project recommendations and TAM staff for their work.

#### **5. Approval of Meeting Minutes from October 10, 2022 (Action)**

Commissioner Lucan moved to approve the Minutes of the October 10, 2022 meeting, which was seconded by Chair Moulton-Peters. A roll call vote was conducted, and the motion passed unanimously.

#### **6. Funding Agreements with Caltrans and County of Marin for Marin City Flood Mitigation Projects (Action)**

Principal Project Delivery Manager Nick Nguyen presented this item, which recommends that the AP&P Executive Committee review a resolution authorizing the ED to negotiate and enter into a cooperative agreement, fund transfer agreement, funding agreement and necessary amendments with Caltrans and the County of Marin to secure \$10 million in earmarked state general funds and distribute funds to Marin City flood mitigation projects; and authorize an amendment to the TAM FY2022-23 Annual Budget to reflect the expected revenue receipt of \$10 million and the expected current fiscal year expenditure amount of \$3 million, and refer them to the TAM Board for approval.

Mr. Nguyen provided an overview of the historical and current flooding issues affecting Marin City, and the flood mitigation study completed by the County of Marin Department of Public Works (DPW) in 2017. Based on the findings of the study, DPW applied for Federal Emergency Management Agency (FEMA) grant funding to design and construct a suite of projects to relieve flooding in the area and was awarded \$4 million in 2020. An additional request by DPW to increase the award to \$10 million to complete more projects is currently being evaluated by FEMA. Ongoing efforts to secure state and local funds to accomplish more work has resulted in a \$10 million state general fund earmark from Senator Mike McGuire, and TAM was named as the agency to administer and distribute the earmark.

Mr. Nguyen also provided a summary of the 5 projects that have been preliminarily identified to help mitigate flooding in the Marin City area, including temporary pumping, a permanent pump and upsized storm drain from Donahue to the Marin City pond, permanent floodwall, dredging of the Marin City pond, and a secondary culvert across US-101.

In response to Commissioner Colin, ED Richman explained that while the Manzanita parking lot is not included in the current suite of project improvements, it may be possible to preserve a portion of the earmarked funds to address flooding issues in the Manzanita lot or to be contributed to a longer-term plan for the larger area encompassing Manzanita and Marin City. Commissioner Colin also inquired about funding for the ongoing maintenance of the capital improvements, if applicable.

In response to Chair Moulton-Peters, Mr. Nguyen explained that the pump station is located on the shopping center property with an easement that allows Caltrans to enter and operate the current pumps; and that less labor resources should be required for the new larger, more automated permanent pump station.

In response to Commissioner Cutrano, ED Richman explained that County DPW is awaiting confirmation of the total funding amounts from FEMA, and Chair Moulton-Peters commented that confirmation should be received by Spring 2023.

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

Commissioner Colin moved to refer the resolution authorizing the ED to negotiate and enter into a cooperative agreement, fund transfer agreement, funding agreement and necessary amendments with Caltrans and the County of Marin to secure \$10 million in earmarked state general funds and distribute funds to Marin City flood mitigation projects; and authorize the amendment to the TAM FY2022-23 Annual Budget to reflect the expected revenue receipt of \$10 million and the expected current fiscal year expenditure amount of \$3 million, to the TAM Board for approval, which was seconded by Commissioner Cutrano. A roll call vote was conducted, and the motion passed unanimously.

*The meeting was adjourned at 4:12 p.m.*