



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

MAY 8, 2023  
4:00 PM

TAM CONFERENCE ROOM  
900 FIFTH AVENUE, SUITE 100  
SAN RAFAEL, CALIFORNIA

**MEETING MINUTES**

Members Present: Brian Colbert, San Anselmo Town Council (Temporary Alternate)  
Chance Cutrano, Fairfax Town Council  
Stephanie Moulton-Peters, Marin County Board of Supervisors

Members Absent: Beach Kuhl, Ross Town Council  
Eric Lucan, Marin County Board of Supervisors, Committee Chair  
Kate Colin, San Rafael City Council

Staff Members Present: Anne Richman, Executive Director  
Bill Whitney, Principal Project Delivery Manager  
Dan Cherrier, Director of Project Delivery  
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  
Scott McDonald, Principal Transportation Planner

*In Chair Lucan's absence, Commissioner Cutrano served as Chair and called the meeting to order at 4:03 p.m.*

Chair Cutrano welcomed everyone to the meeting and explained that for the purposes of obtaining a quorum, he was appointing Commissioner Colbert to serve as a temporary alternate member on the Administration, Projects & Planning (AP&P) Executive Committee today.

Chair Cutrano asked Executive Assistant/Clerk of the Board Jennifer Doucette to conduct a roll call and provide detailed information about how the public may participate.

**1. Chair's Report & Commissioners Comments (Discussion)**

None.

Chair Cutrano asked if any members of the public wished to speak or had submitted a comment by e-mail.

Member of the Public Clayton Smith expressed concern about the limited supply of raw materials needed for the electric vehicle (EV) industry.

Chair Cutrano closed this item and announced that Commissioner Moulton-Peters had arrived and confirmed that a quorum of the AP&P Executive Committee was now present.

*Item 3 was taken out of order.*

### **3. Open time for public expression**

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

### **4. Approval of Meeting Minutes March 13, 2023 (Action)**

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

Commissioner Moulton-Peters moved to approve the Minutes of the March 13, 2023 meeting, which was seconded by Commissioner Colbert. A roll call vote was conducted, and the motion passed unanimously.

### **5. Review the Draft TAM FY2023-24 Annual Budget (Action)**

Deputy Executive Director/Chief Financial Officer Li Zhang presented this item, which recommends the AP&P Executive Committee reviews the Draft FY2023-24 Annual Budget, provides input and recommends the TAM Board to review and release the proposed budget for public comment at its May 25, 2023 Board meeting. Ms. Zhang also stated that after the review of the AP&P Executive Committee, staff will post the Draft FY2023-24 Annual Budget on TAM's website for public inspection at least 30 days prior to the scheduled June 22, 2023, budget adoption as required by TAM's Administrative Code.

Ms. Zhang provided an overview of the FY2023-24 budget timeline and process; expected revenues and expenditures; highlights of the FY2023-24 budget and work plans; and current geopolitical and U.S. economic conditions, including an update on the local economy.

Ms. Zhang also provided updates on the resolution of the Regional Measure 3 (RM3) litigation; the long-term City/County fee structure; proposed Cost-of-Living Adjustment (COLA); and current and future funding opportunities.

Lastly, Ms. Zhang outlined the recommendations and next steps.

In response to Commissioner Moulton-Peters, Ms. Zhang explained that the next presentation to the Board will include more highlights and details about upcoming expenditures, including items in the Major Roads category and funds for Marin Transit (MT).

In response to Chair Cutrano, Ms. Zhang confirmed that having budgeted expenditures greater than revenues in some years is a result of TAM and its partner agencies using accumulated fund balances from prior years to deliver more projects and programs in that particular year.

Chair Cutrano asked if any members of the public wished to speak or had sent in an e-comment.

Mr. Smith commented on the importance of having a detailed budget document available for public inspection; and expressed concern that the recommended COLA may be too low.

In response to Chair Cutrano, Ms. Zhang confirmed that the recommendation to cap the COLA increase at 3.5% for FY2023-24 takes into account the agency's long-term financial health; and that a detailed draft of the budget was included in today's meeting packet, which is also available to the public on the TAM website. Ms. Zhang also explained that a public notice about the public hearing at the June Board meeting will be posted in the Marin IJ after the Board's approval to release the budget for the public comment period.

Commissioner Colbert commented that it would be useful to highlight the major projects planned for FY2023-24.

Commissioner Colbert made a motion to approve the recommendation that the TAM Board reviews the proposed TAM FY2023-24 Annual Budget and releases it for public comment at its May 25, 2023 Board meeting, which was seconded by Commissioner Moulton-Peters. A roll call vote was conducted, and the motion passed unanimously.

*Item 2 was taken out of order.*

## **2. Executive Director's Report (Discussion)**

Executive Director (ED) Anne Richman reported that TAM will staff a table at the Rotary Day of Service at the Civic Center on May 13, and an energizer station at the foot of the Central Marin Ferry Connector and the North-South Greenway over Corte Madera Creek on May 18 for Bike to Work Day. ED Richman also called attention to the next TAM Bicycle/Pedestrian Advisory Committee (BPAC) meeting scheduled for May 16; and TAM's First Responder EV Webinar scheduled for 10:00 a.m. on June 27.

ED Richman also reported on the County's EV Acceleration Strategy; and the U.S. Department of Transportation's (USDOT's) Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Discretionary Grant Program Notice of Funding Opportunity (NOFO).

ED Richman further reported on the scheduled closure of State Route (SR) 37 from Saturday, May 20, at 3:00 a.m. until Sunday, May 21, at 11:00 a.m.; Marin Transit service changes effective June 11; and Sonoma-Marín Area Rail Transit's (SMART's) new Starlighter train operating Friday and Saturday nights for trips to enjoy dining, entertainment, and evening events.

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

*The meeting was adjourned at 4:35 p.m.*