



TRANSPORTATION AUTHORITY OF MARIN
BOARD OF COMMISSIONERS MEETING

SEPTEMBER 28, 2023
6:00 P.M.

MARIN COUNTY CIVIC CENTER, ROOM 330
3501 CIVIC CENTER DRIVE, SAN RAFAEL, CALIFORNIA

900 Fifth Avenue
Suite 100
San Rafael
California 94901

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Belvedere
Nancy Kemnitzer

Corte Madera
Pat Ravasio

Fairfax
Chance Cutrano

Larkspur
Kevin Carroll

Mill Valley
Urban Carmel

Novato
Rachel Farac

Ross
P. Beach Kuhl

San Anselmo
Brian Colbert

San Rafael
Kate Colin

Sausalito
Melissa Blaustein

Tiburon
Alice Fredericks

County of Marin
Mary Sackett
Katie Rice
Stephanie Moulton-Peters
Dennis Rodoni
Eric Lucan

This meeting will be held in-person and via Zoom webinar.

How to watch the live meeting using the Zoom link:

<https://us02web.zoom.us/j/88155449529?pwd=eS9NOTJUMm9kT1ITekZZNXF0QXRvdz09>

Webinar ID: 881 5544 9529

Passcode: 389590

Teleconference: Members of the public wishing to participate via teleconference, can do so by dialing in to the following number at 6:00 p.m. on the day of the meeting: **+1 669 900 6833**; Access Code: 881 5544 9529; Password: 389590

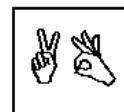
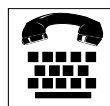
How to provide public comment (limited to 2 minutes or less):

Before the meeting: Please email your comments to info@tam.ca.gov, no later than 5:00 p.m. Wednesday, September 27, 2023, to facilitate timely distribution to Board members. Please include the agenda item number you are addressing and your name and address. Your comments will be forwarded to the TAM Board members and will be placed into the public record.

During the meeting: For members of the public participating in-person, the Board Chair will recognize persons from the audience who wish to address the Board during public open time or on a particular agenda item at the time that item is considered by the Board.

If watching this meeting online, click the "raise hand" feature in the webinar controls. This will notify TAM staff that you would like to comment. If participating by phone, "raise hand" by pressing *9 and wait to be called upon by the Chair or the Clerk. You will be asked to unmute your device when it is your turn to speak and your comments will become part of the public record.

Meeting-related comments may also be sent to info@tam.ca.gov, and will be read (up to 2-minute limit per comment) when the specific agenda item is considered by the Board and will become part of the public record.



Late agenda material can be inspected in TAM's office between the hours of 8:00 a.m. and 5:00 p.m.
The TAM Office is located at 900 Fifth Avenue, Suite, 100, San Rafael.

The meeting facilities are accessible to persons with disabilities. Requests for special accommodations (assisted listening device, sign language interpreters, etc.) should be directed to Jennifer Doucette, 415-226-0820 or email: jdoucette@tam.ca.gov no later than 5 days before the meeting date.

AGENDA

1. Chair's Report (Discussion)
2. Metropolitan Transportation Commission, Marin Transit and Sonoma-Marin Area Rail Transit Reports, and Commissioner Matters Not on the Agenda (Discussion)
3. Executive Director's Report (Discussion)
4. Open time for public expression, up to two minutes per speaker, on items not on the agenda that are within the subject matter of the agency's jurisdiction. (While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)
5. CONSENT CALENDAR (Action) – **Attachments**
 - a. Approve TAM Board Meeting Minutes July 27, 2023
 - b. Adoption of Records Retention and Destruction Policy and Records Retention and Destruction Schedule
 - c. Approval of Regional Measure 3 Allocation Request Resolution for the US 101/I-580 Multi-modal and Local Access Improvement Project
 - d. Approval of Resolution 2023-16 for Project Approval and Environmental Document (PAED) Phase of the 101/580 Multimodal and Local Access Improvement Project
 - e. Review and Acceptance of the Semi-Annual Project Status Report
 - f. Accept Caltrans Planning Grant for Vehicle Miles Traveled Reduction and Mobility Enhancement Toolkit and Authorize Local Resolution of Support
6. Alternative Fuels Program Update and Acceptance of the Marin Countywide Electric Vehicle Acceleration Strategy (Action) – **Attachment**
7. Outreach and Engagement for Countywide Transportation Plan and Community Based Transportation Plan (Discussion) – **Attachment**
8. Approval of Marin County's Project List for Plan Bay Area 2050+ (Action) – **Attachment**
9. Presentation on Transportation Funding 101 (Discussion) – **Attachment**



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
BOARD OF COMMISSIONERS

JULY 27, 2023
6:00 PM

MARIN COUNTY CIVIC CENTER, ROOM 330
3501 CIVIC CENTER DRIVE, SAN RAFAEL, CALIFORNIA

MEETING MINUTES

Members Present: Brian Colbert, San Anselmo Town Council, TAM Chair
Dennis Rodoni, Marin County Board of Supervisors
Eric Lucan, Marin County Board of Supervisors, TAM Vice-Chair
Kate Colin, San Rafael City Council
Katie Rice, Marin County Board of Supervisors
Kevin Carroll, Larkspur City Council
Mary Sackett, Marin County Board of Supervisors
Nancy Kemnitzer, Belvedere City Council
Pat Ravasio, Corte Madera Town Council
Rachel Farac, Novato City Council
Stephanie Moulton-Peters, Marin County Board of Supervisors
Urban Carmel, Mill Valley City Council

Members Absent: Alice Fredericks, Tiburon Town Council
Beach Kuhl, Ross Town Council
Chance Cutrano, Fairfax Town Council
Melissa Blaustein, Sausalito City Council

Staff Members Present: Anne Richman, Executive Director
Dan Cherrier, Director of Project Delivery
David Chan, Director of Programming and Legislation
Emily Tong, Senior Accountant
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 Colbert called the meeting to order at 6:02 p.m.

Chair Colbert welcomed everyone to the meeting and announced that the meeting was being conducted pursuant to California Government Code Section 54953, in that Commissioner Sackett was participating remotely from Sacramento; and in accordance with the Ralph M. Brown Act, the teleconference location had been identified in the notice and agenda for the meeting.

Chair Colbert 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

None.

2. Metropolitan Transportation Commission, Marin Transit and Sonoma-Marín Area Rail Transit Reports & Commissioner Matters Not on the Agenda (Discussion)

MTC Report – Commissioner Moulton-Peters

Commissioner Moulton-Peters reported that the Metropolitan Transportation Commission (MTC) approved a Support position on Assembly Bill (AB) 1085, which requires the California Department of Health Care Services to apply for federal approval of a new Medi-Cal benefit called “housing support services” for enrollees experiencing homelessness or at risk of homelessness.

Marin Transit Report – Commissioner Rice

Commissioner Rice reported that the Federal Transit Administration (FTA) awarded a \$31.5 million grant to Marin Transit (MT) for an electric bus charging and maintenance facility. The grant will ensure that MT has a permanent, fully electric, yard and maintenance facility for its bus fleet; and that MT can achieve its goal to convert to a 100% zero emission fleet.

SMART Report – Commissioner Lucan

Commissioner Lucan reported that on June 30, the Sonoma-Marín Area Rail Transit (SMART) recorded its highest ridership since the start of service; and that in May 2023, SMART had 102% of its ridership compared to May 2019.

Commissioner Lucan also reported that for FY2022-2023, SMART had 640,099 riders representing the 2nd highest annual total since the beginning of service, which equates to 14 million passenger miles when calculating the average length of rides; and that SMART carried 92,741 bicycles on board, eclipsing the previous record of 69,000 bicycles in 2019.

Commissioner Matters Not on the Agenda

Commissioner Sackett reported that the County of Marin Bicycle and Pedestrian Committee met on July 13 to continue discussions regarding a countywide e-bike safety ordinance.

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

3. Executive Director's Report (Discussion)

Executive Director (ED) Anne Richman reported on the \$31.5 million grant to MT for its clean bus program; temporary bicycle access on Redwood Blvd. in Novato; and the Electrification Experience Center at the Marin County Fair.

ED Richman also reported on MTC’s Plan Bay Area 2050+ outreach and its Community Action Resource and Empowerment (CARE) Program; roadway safety improvements at Stinson Beach; and the release of an urban electric mobility toolkit.

Lastly, ED Richman highlighted recent and upcoming TAM public outreach meetings and community events; and called attention to this month’s California Department of Transportation (Caltrans) report.

In response to Commissioner Carmel, ED Richman explained that the CARE Program is restricted by the eligibility of the fund sources.

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

Marin County Bicycle Coalition (MCBC) Policy and Planning Director Warren Wells commented that Caltrans has scheduled weekly closures of the bike path near San Antonio Road, which runs under U.S. 101 between Petaluma and Novato, to install scour protection along the bridge. The project is expected to be completed by the beginning of September.

4. Open Time for Public Expression

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

5. CONSENT CALENDAR (Action)

- a. Approve TAM Board Meeting Minutes June 22, 2023
- b. Allocate Measure AA and Measure A Reserve Funds for Local Infrastructure Projects
- c. Approval of Interagency Agreement with Ross School District for Crossing Guard Services
- d. Approval of Investment Policy Amendment

Commissioner Moulton-Peters made the motion to approve the Consent Calendar, which was seconded by Commissioner Colin. Chair Colbert opened the item to public comment and hearing none, a roll call vote was conducted, and the motion passed unanimously.

6. 2023 Measure A/AA Transportation Sales Tax Strategic Plan

6a. Public Hearing on the Draft 2023 Measure A/AA Transportation Sales Tax Strategic Plan

Chair Colbert opened the Public Hearing on the Draft 2023 Measure A/AA Transportation Sales Tax Strategic Plan. Hearing no public comments, Chair Colbert closed the Public Hearing.

6b. Adoption of the Draft 2023 Measure A/AA Transportation Sales Tax Strategic Plan (Action)

Director of Programming and Legislation David Chan presented this item, which recommends that the TAM Board adopts the Draft 2023 Measure A/AA Transportation Sales Tax Strategic Plan.

Mr. Chan provided an overview and background of Measure A/AA; outlined the purposes of the Strategic Plan; and provided an overview of the Measure A/AA funding strategies/categories. Mr. Chan also outlined the primary and/or notable changes to the Strategic Plan from the prior update(s), including revenue forecasts; proposed changes to allow the TAM Board to review and change the Citizens' Oversight Committee (COC) membership structure; and public comment(s) received to date.

In response to Commissioner Colin, Mr. Chan explained that Measure A Reserve funds are released on a one-to-one ratio with the amount collected in Measure AA Reserve funds.

In response to Commissioner Carroll, Mr. Chan explained that the public comment letter received from the Marin Conservation League (MCL) requested that additional funding be allocated to electric vehicles (EV) and infrastructure in an effort to reduce greenhouse gas emissions (GHGs).

In response to Commissioner Rice, Mr. Chan explained that there will be an opportunity for the TAM Board to amend the Measure AA Expenditure Plan (EP), which informs the subsequent Measure A/AA Strategic Plan, during the Measure AA EP review process, the first one of which will commence in 2024. ED Richman explained that the funding category percentages are fixed within the Measure AA EP and may only be changed through the Measure AA EP review process, which is required every 6 years after the initial Measure AA EP was approved by voters in 2018; and that the EP Review is an extensive

process that must be approved by both the TAM Board and the local jurisdiction councils. ED Richman also explained that approximately three-quarters of the categories in the EP are focused on reducing single-occupant travel and support transit, Safe Routes to Schools programs, and bicycle/pedestrian-supported facilities.

In response to Commissioner Lucan, who commented that the MCL letter also addressed targeting barriers to wide-spread EV adoption and accelerating public charging infrastructure, ED Richman explained that in partnership with TAM, the County of Marin submitted an application to the Charging and Fueling Infrastructure (CFI) program for a grant to fund extensive countywide planning to determine future locations for EV charging equipment, and identify barriers to EV use and solutions, particularly in underserved communities. ED Richman also explained that there are more funding sources available now for EV and transportation electrification through government agencies such as the Department of Energy (DOE) and MTC. Commissioner Lucan expressed support for the continued coordination among agencies to provide further progress and prevent duplicative efforts.

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

MCL Board member Kate Powers commented that language addressing the reduction of GHG emissions should be more intentionally expressed in the Strategic Plan and that metrics should be implemented to determine if goals for reducing GHG emissions are being met at the county and state levels. Ms. Powers expressed support for using other funding sources, such as future reserve funds and/or accumulated interest, to implement programs that further reduce GHG emissions.

Commissioner Rice moved to adopt the 2023 Measure A/AA Transportation Sales Tax Strategic Plan and expressed support for TAM taking a leadership role in exploring and monitoring the transportation sector's contribution to GHG emissions, which was seconded by Commissioner Carmel. A roll call vote was conducted, and the motion passed unanimously.

7. 2023 Measure B Vehicle Registration Fee Strategic Plan

7a. Public Hearing on the Draft 2023 Measure B Vehicle Registration Fee Strategic Plan

Chair Colbert opened the Public Hearing on the Draft 2023 Measure B Strategic Plan. Hearing no public comments, Chair Colbert closed the Public Hearing.

7b. Adoption of the Draft 2023 Measure B Vehicle Registration Fee Strategic Plan (Action)

Mr. Chan presented this item, which recommends that the TAM Board adopts the Draft 2023 Measure B Strategic Plan.

Mr. Chan provided an overview and background of Measure B, including an outline of the funding elements and the purpose and role of the Measure B Strategic Plan. Mr. Chan also outlined the notable changes to the Strategic Plan as a result of the Amended Measure B EP, which was adopted by the TAM Board in February 2023, including proposed changes to allow the TAM Board to review and change the COC membership structure and the inclusion of performance metrics. Lastly, Mr. Chan provided a summary of the public comment period timeline and public comment(s) received to date.

In response to Commissioner Colin, Mr. Chan explained that performance metrics data will be collected and analyzed in order to inform future Strategic Plan updates.

Commissioner Moulton-Peters expressed support for the changes to Element 1.1 to allow the funding to be dedicated to bike/pedestrian and safety improvement projects; and also expressed support for the introduction of performance metrics.

In response to Commissioner Rodoni, ED Richman explained that each of the Elements in Measure B has a provision that carryover funds remain within that Element; and that the proposed change to Element 1.2 allows the TAM Board the discretion to redirect Element 1.2 carryover funds to any countywide pathway planning, maintenance, or construction needs versus restricting the funds to maintenance only of the pathways as allowed by TAM's current policy.

In response to Commissioner Ravasio, ED Richman explained that the Crossing Guard Program is funded by both Measure AA and Element 3 of Measure B; and that the Board has the flexibility to change the distribution of funds within Element 3 during the Budget or Strategic Plan development process.

In response to Commissioner Lucan, Mr. Chan confirmed that TAM staff will return to the Board later with options for the Element 1.2 carryover funds; and ED Richman stated that TAM staff will clarify if the carryover funds may be used for pathways other than Class I facilities that were built in or after 2008. Commissioner Lucan commented that perhaps one of the contributing factors for the increased carryover funds is the original restriction to Class I pathways built in or after 2008 and that local jurisdictions may be more inclined to use the funds if any pathway is eligible regardless of classification and/or year built. Mr. Chan explained that TAM staff will research and follow up on whether other facility classifications would be eligible, as well as the possibility of a local funding match requirement.

In response to Commissioner Carroll, Mr. Chan explained that TAM has a master list of pathways that can be made available; and ED Richman explained that there is a bicycle facility map on the TAM website that indicates which jurisdictions are responsible for specific sections of the pathway(s); and that more detailed information may also be found in the North-South Greenway & Cross Marin Bikeway Status Report, which was presented to the TAM Board in June 2023. Commissioner Carroll commented that perhaps there is an opportunity for cost-savings by coordinating pathway maintenance on a countywide basis versus maintenance by each individual jurisdiction; and suggested that further cost-savings may be achieved by purchasing specific pathway cleaning equipment to be shared among jurisdictions. ED Richman explained that TAM has been in discussions with several jurisdictions regarding the pathway sweeper device; and that TAM would be interested in coordinating with other interested agencies.

Commissioner Moulton-Peters expressed support for establishing countywide standards for pathway maintenance; and indicated that the County was exploring pathway sweeping equipment and suggested that the information be shared with local public works directors.

Chair Colbert 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 commented on the importance of pathway maintenance and expressed support of using carryover funds for the maintenance of pathways, including those built prior to 2008, such as several segments of the SMART pathway in Novato.

Commissioner Moulton-Peters moved to adopt the 2023 Measure B Vehicle Registration Fee Strategic Plan, which was seconded by Commissioner Carmel. A roll call vote was conducted, and the motion passed unanimously.

8. FY23-24 Marin Transit Funding Allocation

8a. Marin Transit's Annual Presentation (Discussion)

MT General Manager Nancy Whelan presented this item, which included FY2022-23 highlights and budget detail; operational overviews for fixed route, Marin Access, and school services; capital program and grant awards, including \$31.5 million for a new maintenance yard for MT's electric bus fleet; and Measure A/AA and Measure B allocation requests.

In response to Commissioner Farac, Ms. Whelan explained that the conversion to electric buses yields an approximately 20-23% reduction in fuel consumption. Ms. Whelan also explained that users of Marin Access and other paratransit services were contacted and consulted before, during and after the service changes occurred; and that multiple outreach strategies, including social media, were employed to inform the public of the service changes.

In response to Commissioner Carmel, Ms. Whelan explained that many school-aged riders are eligible for and participate in free and reduced fare programs throughout the year, including the current summer program in which all students ride for free. Ms. Whelan also explained that past fare studies and surveys have indicated that in general, fare prices are not a barrier to student ridership; and a new fare study, scheduled to begin this month, will be used to inform future fare programs.

In response to Commissioner Carroll, Ms. Whelan confirmed that an evaluation of the Muir Woods Shuttle program will be available for review in November 2023. Commissioner Carroll expressed concern that local funds might be used to subsidize the National Park Service. Commissioner Carroll also inquired about performance metrics for the paratransit and Catch-A-Ride programs to which Ms. Whelan explained that MT monitors and tracks rider feedback. Ms. Whelan also explained that MT has a mobility consortium that brings together and coordinates service providers, including paratransit and social services, as well as volunteer driver programs. Commissioner Carroll inquired about the possibility of tracking performance metrics for volunteer driver programs in order to coordinate services between clients and providers. Ms. Whelan explained that MT funds both STAR and TRIP, two volunteer driver programs whereby riders are responsible for finding their own volunteers and arranging their rides; and that MT uses toolkits to help standardize the programs and support the volunteer drivers. Ms. Whelan further explained that in addition to the MT website, information about the volunteer driver programs is available through MT's Travel Navigators and other public forums. Lastly, Ms. Whelan explained that inquiries regarding route service coordination along the U.S. 101 corridor between Sonoma and Larkspur should be directed to Golden Gate Transit (GGT) and/or SMART.

In response to Commissioner Ravasio, Ms. Whelan explained that in an effort to hire more drivers, the MT Board has approved wage increases through its third-party contracts and will continue to work with the contractors to improve driver recruitment and retention. Ms. Whelan also indicated that she would research whether U.S. citizenship was a requirement for employment.

Commissioner Carroll commented on the importance of communication and coordination between the Tamalpais Union High School District (THUSD) and MT during the construction of the Redwood High School (RHS) Solar project, which will result in the temporary closure of the rear (east) parking lot in the Fall.

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail, and hearing none, asked for additional Commissioner comments.

Chair Colbert commended MT for its outstanding work and perseverance through the pandemic; and expressed support for the future maintenance facility.

8b. Allocate FY2023-24 Measure AA and Measure A Reserve Funds to Marin Transit (Action)

8c. Allocate FY2023-24 Measure B Vehicle Registration Fee Funds to Marin Transit (Action)

Commissioner Lucan moved to allocate FY2023-24 Measure AA and Measure A Reserve funds and FY2023-24 Measure B Vehicle Registration Fee funds to MT, which was seconded by Commissioner Rodoni. A roll call vote was conducted, and the motion passed unanimously.

9. Allocate Measure B Element 1.1 Funds (Action)

Principal Transportation Planner Scott McDonald presented this item, which recommends that the TAM Board allocates \$2,240,888 in Measure B Element 1.1 funds to the cities, towns, and County of Marin for bicycle, pedestrian, and safety improvement projects and approves the reimbursement schedule.

Mr. McDonald provided an overview and background of Element 1.1 within the 2023 Measure B EP, including funding availability by jurisdiction; and provided a summary of the Call for Projects process, as well as the projects requested and highlighted project examples. Lastly, Mr. McDonald outlined the next steps and recommended actions.

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail, and hearing none, asked for additional Commissioner comments.

Chair Colbert expressed support for this allocation and the continued support TAM provides to the local jurisdictions to fund bicycle, pedestrian, and safety improvement projects throughout the county.

Commissioner Moulton-Peters moved to approve the item, which was seconded by Commissioner Kemnitzer. A roll call vote was conducted, and the motion passed unanimously.

The meeting was adjourned at 8:02 p.m.

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DATE: September 28, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Jennifer Doucette, Executive Assistant/Clerk of the Board

SUBJECT: Adoption of Records Retention and Destruction Policy and Records Retention and Destruction Schedule (Action), Agenda Item No. 5b

RECOMMENDATION

The TAM Board adopts the recommended Records Retention and Destruction Policy (Policy) and Records Retention and Destruction Schedule (Schedule), as shown in Attachments A and B, which have been developed to ensure the proper management, storage, and disposal of agency records in accordance with legal and regulatory requirements.

BACKGROUND/DISCUSSION

The need for a comprehensive Policy and detailed Schedule stems from the growing complexity of information management and the necessity to comply with evolving legal and industry standards. Proper record retention not only safeguards TAM against potential risks but also enhances our operational efficiency.

The Policy and Schedule covers all company records, both physical and electronic, including contracts, financial documents, communications, personnel files, and other relevant materials; and outlines specific retention periods for various types of records based on legal, regulatory, and operational considerations.

All employees will be accountable for adhering to the guidelines and requirements specified in the Policy and Schedule. Secure storage and controlled access to records will be enforced to prevent unauthorized use. Electronic records will be stored on approved company systems, while physical records will be kept in designated secure areas.

The Policy prescribes approved methods for the secure and documented disposal of records that have fulfilled their retention periods. Adherence to data protection regulations will be maintained during the disposal process. Records subject to legal holds, due to pending litigation, investigations, or regulatory requirements, will not be destroyed or altered until clearance is received.

FISCAL CONSIDERATION

Not applicable.

NEXT STEPS

Once the Policy and Schedule are approved by the Board, training sessions will be arranged for all staff to ensure a clear understanding of the guidelines and requirements, and staff's roles in the Policy and Schedule implementation.

Staff will review existing records and establish mechanisms to monitor and enforce adherence to the Policy and Schedule.

ATTACHMENTS

Attachment A – Records Retention and Destruction Policy

Attachment B – Resolution 2023-14 Adoption of Records Retention and Destruction Policy and Schedule

Transportation Authority of Marin Records Retention & Destruction Policy

The state government codes mandate that specific records are kept for determined periods of time. The Transportation Authority of Marin (hereinafter “Authority”) Record Retention and Destruction Policy (Policy) lists the time periods for which the Authority must retain different records and the codes requiring their retention.

A. Policy

The Policy covers all records and documents, regardless of physical form or characteristics, which have been made or received by the Authority in connection with the transaction of public business.

B. Records Defined

The Authority shall retain records for the period of their immediate or current use, unless longer retention is necessary for historical reference, or to comply with contractual or legal requirements, or for other purposes as set forth below. For purposes of record retention and destruction, the term “record” includes any paper, book, photograph, film, video and sound recording, map drawing or other document, or any copy thereof, made or received in connection with the transaction of public business and retained by the Authority as:

1. Evidence of the Authority’s activities
2. For the information contained in it, or
3. To protect the legal or financial rights of the Authority or of persons directly affected by activities of the Authority.

C. Classification of Records

The records of the Authority shall be classified for purposes of retention and destruction as follows:

Category 1: Permanent Retention

Records that are “permanent” or “essential” shall be retained and preserved indefinitely.

- Permanent Records: Permanent records are records required by law to be permanently retained and are ineligible for destruction unless they are in an electronic document management system and special measures are followed. Once these measures are followed, the original paper records and duplicate copies may be destroyed when they are no longer necessary for the efficient operation of the Authority. Examples of permanent records include official records of Board action, annual budget reports, debt financing and financial audit reports.

- Essential Records: Essential records are records critical to the continuity of the Authority and the protection of rights and interests of individuals. Examples of essential records include legal advice letters and opinions, policy memoranda, interpretive materials; such as manuals, allocation of tax dollars, studies, reports, surveys, and sales tax reauthorization plans.
- Historical Records: Historical records are records which are no longer of use to the Authority, but because of their age and/or research value may be of historical interest or significance. These records should be maintained indefinitely.

Category 2: Current Records

Current records for convenience, ready reference or other reason shall be retained as follows:

- Retention period specified by law:
Where federal, state or local law prescribes a definite period of time for retaining certain records, the Authority will retain the records for the period specified by law. Examples include Conflict of Interest Form 700 retained for 7 years pursuant to Gov. Code §81009(e); Accident-Injury reports retained for 5 years pursuant to 29CFR 1904.6.
- No retention period specified by law:
Where no specific retention period is specified by law, the retention period for records that the Authority is required to maintain shall be specified in the attached Records Retention and Destruction Schedule.

Category 3: No Retention Required

Documents and other materials that do not fall within the definition of “records” need not be retained unless otherwise required by law or by the attached Record Retention and Destruction Schedule (Schedule). They include phone message slips, e-mails that do not contain information that is required to be retained under this policy, miscellaneous correspondence not requiring action, notepads, and chronological files. Similarly, periodicals or publications received by the Authority that are not of historical significance may be destroyed. Duplicate copies of documents may be destroyed provided that the Authority has retained the original. Drafts of documents that have been superseded by later drafts or a final version need not be retained.

With limited exceptions, no specific retention requirements are assigned to documents in this Category. Instead, it is up to the originator or recipient to determine when the document’s business utility has ended.

D. Record Retention and Destruction Schedule

The Schedule is the guide for the Authority’s systematic retention and destruction of its records consistent with this Policy.

Records that have fulfilled their administrative, fiscal, and legal functions and are (i) not the subject of a pending Public Records Act (PRA) request, pending litigation, or an audit, (ii) not records specified in Government Code Section 60201 (d), and (iii) not records which are otherwise prohibited from being destroyed by law, shall be disposed of as soon as practicable following expiration of the applicable records retention period in accordance with the Schedule.

Permanent, essential or historical records shall not be destroyed. Paper records may be destroyed if the permanent or essential records have been placed in an electronic document management system.

E. Pending Claims and Litigation

The retention periods set forth herein and in the attached Schedule shall not apply to materials that are otherwise eligible for destruction, but which may be relevant to a pending claim or litigation against the Authority. Once the Authority becomes aware of the existence of a claim or litigation, the Authority should retain all documents and other materials related to the claim or litigation until such time as the claim or litigation has been resolved, or the period required in the attached Schedule, whichever is longer.

F. Records Storage

The use of storage areas listed below is limited to the Authority's records and under no circumstances may include personal belongings of any sort.

Location:

If necessary, the Authority will contract with a vendor for storage and destruction of other than "Current Records", which are retained within or by the Authority. All Authority records that are to be retained must be listed on this Schedule by the responsible Authority staff.

Organizing Records Storage:

All records within the same container destined for storage should have the same destruction date. Records may be stored in the Authority's office space or equipment if the records are in active use or are maintained in the office for convenience or ready reference. Examples of active files appropriately maintained in the Authority's office space or equipment include active chronological files, research and reference files, legislative drafting files, pending complaint files, administrative files, and personnel files.

H. Records Not Addressed in the Schedule

Records and other documents or materials that are not expressly addressed by the attached Schedule may be destroyed at any time provided that they have been retained for the periods prescribed for substantially similar records.

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TAM RESOLUTION NO. 2023-14

RESOLUTION OF THE TRANSPORTATION AUTHORITY OF MARIN (TAM) ADOPTING A RECORDS RETENTION AND DESTRUCTION POLICY AND SCHEDULE AND AUTHORIZING THE DESTRUCTION OR DISPOSAL OF ANY RECORDS AT THE CONCLUSION OF THE RETENTION PERIOD

WHEREAS, Government Code § 26200 et seq. authorizes the TAM Board to adopt a records retention and destruction policy and schedule which sets forth the duration that agency records must be retained and authorizes the destruction or disposition of any records at the conclusion of the record retention period specified in the schedule; and

WHEREAS, TAM staff has prepared a records retention and destruction schedule, which is attached hereto and incorporated by reference as Exhibit A to this resolution, which schedule represents an inventory of all records maintained by the Departments included, and the retention period for each type of record and applicable legal requirements; and

WHEREAS, the record retention schedule will protect useful and vital records, identify historically valuable records, and assure the prompt and systematic disposal of records that are obsolete; and

WHEREAS, the TAM Board wishes to adopt the records retention and destruction schedule that has been presented to this Board for its consideration.

NOW THEREFORE, BE IT RESOLVED that the TAM Board:

- 1) Adopt by resolution the records retention and destruction schedule which is attached hereto and incorporated by reference as Exhibit A;
- 2) Authorize the Clerk of the Board and other designated staff to authorize to retain the records pursuant to the schedule, and thereafter to destroy or otherwise dispose of documents that exist beyond the records retention periods specified in Exhibit A;
- 3) Define the term “records” as used herein shall include documents, instructions, books, microforms, electronic files, magnetic tape, optical media, or papers as defined by the California Public Records Act.

PASSED AND ADOPTED at a regular meeting of the Transportation Authority of Marin held on the 28th day of September 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Brian Colbert, Chair
Transportation Authority of Marin

ATTEST:

Jennifer Doucette
Clerk of the Board

**TRANSPORTATION AUTHORITY OF MARIN
RECORDS RETENTION & DESTRUCTION SCHEDULE**

<u>Records</u>	<u>Retention Period</u>	<u>Disposal or Destruction Method</u>
*CY=Current Year, CL=Closed, P=Permanent		
ADMINISTRATION		
Agendas, Agenda Packets, Staff Reports, Minutes, Oaths of Office	P	N/A
Roster of Elected and Appointed Officials	P	N/A
Applications for Boards, Commissioners or Committee Members (successful or unsuccessful)	CY + 3	Shred
Commissioner Correspondence (to and from commissioners), Proclamations, Commendations, Recognition	CY + 3	Recycle
Economic Interest Filings & Logs (FPPC 700 Series Forms) for Employees, & Officials.	CY + 7	Shred
Historical Records, Founding organizational documents and materials	P	N/A
Legal Advertising, Notifications & Publications	CY + 3	Recycle
Public Meeting Recordings	P	N/A
Resolutions, Ordinances	P	N/A
Strategic Plans	P	N/A
FINANCE		
Audit Reports, Financial Reports, Adopted Budget	P	N/A
Accounts Payable, Accounts Receivables, Bank Reconciliations, Checks, Deposits, Fixed Asset Inventory, Invoices, Receipts, Travel Reimbursements etc.	P	N/A
GENERAL		
Correspondence, General Subject Files	CY + 3	Recycle
Public Records Act Requests	CL + 3	Recycle
HUMAN RESOURCES		
General Records		
Applications, Resumes, Job Descriptions for non-employees.	CY + 3	Shred/Recycle
Employee Records		
Application for employment, Payroll authorization form, Notices of commendation, warning, discipline, and/or termination, Notices of layoff, leave of absence, and vacation, Notices of wage attachment or garnishment, Education and training notices and records, Performance appraisals/reviews, Attendance records	CL+4	Shred
PUBLIC OUTREACH		
Press Releases, Public Relations Materials, Photos, Reference Materials, including Policies, Procedures, Brochures, Newsletters & Reports	Digitize/P	N/A
PLANNING, PROGRAMS & PROJECTS		
Contracts, RFPs & Bids	CL/Digitize/P	N/A
Final Published Reports	P	N/A
Construction Related CEQA Documents (EIR, Negative Declaration, Initial Study, etc.)	P	N/A
Project Construction Files	CL+10	Recycle
Grant Applications, Awards	CY+5	Recycle
Successful Funding Applications	CY+5	Recycle
Unsuccessful Funding Applications	CY+3	Recycle
*CY=Current Year, CL=Closed, P=Permanent		



DATE: September 28, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
David Chan, Director of Programming and Legislation
Dan Cherrier, Director of Project Delivery

SUBJECT: Approval of Regional Measure 3 Allocation Request Resolution for the US 101/I-580 Muli-modal and Local Access Improvement Project (Action), Agenda Item No. 5c

RECOMMENDATION

Staff recommends that the Board approves the Allocation Request Resolution, TAM Resolution No. 2023-13 (Attachment A), required by the Metropolitan Transportation Commission (MTC) for submitting an allocation request in the amount of \$7,800,000 in Regional Measure 3 (RM3) funds for the US 101/I-580 Muli-modal and Local Access Improvement Project (hereinafter referred to as "US 101/I-580 Project").

BACKGROUND

US 101/I-580 Project

The purpose of the US 101/I-580 Project is to accommodate traffic approaching the Richmond-San Rafael Bridge from Marin, to remove regional traffic from the local street network, and to increase multi-modal options that:

- improve local circulation on Bellam Blvd. in San Rafael;
- reduce or remove daily stopped traffic on US 101 between the Sir Francis Drake on-ramp and the Bellam Blvd. off-ramp for safety improvement;
- improve local circulation on Sir Francis Drake east of US 101;
- improve Level of Service (LOS) at the Sir Francis Drake/Anderson Drive intersection;
- reduce afternoon congestion on northbound US 101; and
- improve bicycle and pedestrian travel along Bellam Blvd.

The US 101/I-580 Project is a collaborative effort among TAM, the California Department of Transportation (Caltrans), and other agencies including the City of San Rafael, Marin Transit, and MTC.

Regional Measure 3

RM3 was approved by 55 percent of voters in the nine-county San Francisco Bay Area in June 2018 with a plan to build major roadways and provide public transit improvements via an increase in bridge tolls on all Bay Area toll bridges except the Golden Gate Bridge. The Expenditure Plan for the ballot measure specified the projects and programs to be funded with RM3 funds. The Richmond-San Rafael Bridge Access Improvement Project was among the projects identified in the Expenditure Plan for \$210 million, of which \$135 million was anticipated for the US 101/I-580 Project in Marin and \$75 million for improvements in Contra Costa County.

In August 2019, the Howard Jarvis Taxpayers Association filed suit against the Bay Area Toll Authority (BATA) on the assertion that the toll hike is actually a tax, not a fee, and needed a two-thirds majority to pass. While the case was being litigated in State Court, the collected RM3 funds were deposited in an escrow account pending the resolution of legal challenges.

In January 2023, the State Supreme Court dismissed the challenges to the validity of RM3. The court decision has allowed MTC to commence the allocations of RM3 funds to projects identified in the Expenditure Plan.

DISCUSSION/ANALYSIS

In December 2019, MTC adopted the RM3 Policies and Procedures that include an option for MTC to approve Letters of No Prejudice (LONPs) to allow project sponsors to move projects forward using alternate funds, while maintaining RM3 eligibility if and when RM3 funds become available. LONPs are issued at the request of project sponsors and specify the amount and scope for which RM3 eligibility will be preserved and the alternate funding source to be used in place of RM3 funds.

TAM submitted a LONP request of \$5.6 million for the Project Approval & Environmental Document (PAED) phase of the US 101/I-580 Project in May 2020. The LONP request was approved by MTC. TAM has since been using Measure AA funds in lieu of RM3 funds on the US 101/I-580 Project while RM3 was in litigation.

Now that RM3 funds are available, TAM has requested an allocation of RM3 funds in the amount of \$7.8 million, which includes the original LONP request of \$5.6 million and the remaining \$2.2 million needed to complete the PA&ED phase. Upon approval of the allocation request of \$7.8 million by MTC, TAM will submit a reimbursement request to MTC for incurred expenses, including expenses previously paid with Measure AA funds. The remaining \$127.2 million from the \$135 million available will be requested for future phases of the US 101/I-580 Project. The current PA&ED phase is anticipated to take three years to complete.

The attached TAM Resolution No. 2023-13 is a standard resolution required by MTC to accompany all RM3 Allocation Requests. The resolution primarily asserts that TAM will comply with RM3 Policies and Procedures and applicable state and federal laws, demonstrate a full funding plan for the phases requested, has no legal impediments that can adversely affect the proposed project, and other miscellaneous requirements. MTC staff anticipates processing TAM's allocation request for the US 101/I-580 Project in October 2023, with funds to be provided on a reimbursement basis as the project is delivered.

FISCAL IMPACTS

The potential revenues and expenditures associated with the US 101/I-580 Project were anticipated and reflected in the FY2023-24 Annual Budget and no budget amendment is needed.

NEXT STEPS

Upon approval of TAM Resolution No. 2023-013, a signed copy will be transmitted to MTC to facilitate the allocation of RM3 funds to the US 101/I-580 Project.

ATTACHMENT

Attachment A – TAM Resolution No. 2023-13

RM3 Implementing Agency Resolution of Project Compliance – Allocation Request**Resolution No. 2023-13**

Implementing Agency: Transportation Authority of Marin (TAM)
Project Title: US 101 / I-580 Multi-modal and Local Access Improvement Project

WHEREAS, SB 595 (Chapter 650, Statutes 2017), commonly referred as Regional Measure 3, identified projects eligible to receive funding under the Regional Measure 3 Expenditure Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 3 funds, pursuant to Streets and Highways Code Section 30914.7(a) and (c); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 3 funding; and

WHEREAS, allocation requests to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 3 Policies and Procedures (MTC Resolution No. 4404; and

WHEREAS, TAM is an eligible sponsor of transportation projects in the Regional Measure 3 Expenditure Plan; and

WHEREAS, the US 101 / I-580 Multi-modal and Local Access Improvement Project is eligible for consideration in the Regional Measure 3 Expenditure Plan, as identified in California Streets and Highways Code Section 30914.7(a); and

WHEREAS, the Regional Measure 3 allocation request, attached hereto in the Initial Project Report and incorporated herein as though set forth at length, lists the project, purpose, schedule, budget, expenditure, and cash flow plan for which TAM is requesting that MTC allocate Regional Measure 3 funds; now, therefore, be it

RESOLVED, that TAM, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 3 Policies and Procedures; and be it further

RESOLVED, that TAM certifies that the project is consistent with the Regional Transportation Plan (RTP); and be it further

RESOLVED, that the year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project; and be it further

RESOLVED, that the Regional Measure 3 phase or segment is fully funded, and results in an operable and useable segment; and be it further

RESOLVED, that TAM approves the allocation request and updated Initial Project Report, attached to this resolution; and be it further

RESOLVED, that TAM approves the cash flow plan, attached to this resolution; and be it further

RESOLVED, that TAM has reviewed the project needs and has adequate staffing resources to deliver and complete the project within the schedule set forth in the allocation request and updated Initial Project Report, attached to this resolution; and be it further

RESOLVED, that TAM is an eligible sponsor of projects in the Regional Measure 3 Expenditure Plan, in accordance with California Streets and Highways Code 30914.7(a); and be it further

RESOLVED, that TAM is authorized to submit an application for Regional Measure 3 funds for the US 101 / I-580 Multi-modal and Local Access Improvement Project accordance with California Streets and Highways Code 30914.7(a); and be it further

RESOLVED, that TAM certifies that the projects and purposes for which RM3 funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et seq. and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to TAM making allocation requests for Regional Measure 3 funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of TAM to deliver such project; and be it further

RESOLVED, that TAM indemnifies and holds harmless MTC, BATA, and their Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of TAM, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM3 funds. TAM agrees at its own cost, expense, and risk, to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against MTC, BATA, and their Commissioners, officers, agents, and employees, or any of them, arising out of such act or omission, and to pay and satisfy any resulting judgments. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM3 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages, and be it further

RESOLVED, that TAM shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the project(s); and be it further

RESOLVED, that assets purchased with RM3 funds including facilities and equipment shall be used for the public transportation uses intended, and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that the Metropolitan Transportation Commission (MTC) shall be entitled to a present day value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the

said facilities and equipment at the time the public transportation uses ceased, which shall be paid back to MTC in the same proportion that Regional Measure 3 funds were originally used; and be it further

RESOLVED, that TAM shall post on both ends of the construction site(s) at least two signs visible to the public stating that the Project is funded with Regional Measure 3 Toll Revenues; and be it further

RESOLVED, that TAM authorizes its Executive Director to execute and submit an allocation request for the Project Approval & Environmental Document (PA&ED) phase with MTC for Regional Measure 3 funds in the amount of \$7,800,000, for the project, purposes and amounts included in the project application attached to this resolution; and be it further

RESOLVED, that TAM Executive Director is hereby delegated the authority to make non-substantive changes or minor amendments to the allocation request or IPR as he/she deems appropriate.

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the TAM application referenced herein.

PASSED AND ADOPTED at a scheduled meeting of the Transportation Authority of Marin held on the 28th day of September 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Brian Colbert, Chair
Transportation Authority of Marin

ATTEST:

Jennifer Doucette
Clerk of the Board

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DATE: September 28, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Dan Cherrier, Director of Project Delivery

SUBJECT: Approval of Resolution 2023-16 for Project Approval and Environmental Document (PAED) Phase of the 101/580 Multimodal and Local Access Improvement Project, Agenda Item No. 5d (Action)

RECOMMENDATION

The Board approves Resolution 2023-16 and authorizes the Executive Director to execute Cooperative Agreement 04-2863 with the California Department of Transportation (Caltrans) for the Project Approval and Environmental Document (PAED) Phase for the 101/580 Multimodal and Local Access Improvement Project (Project).

BACKGROUND

TAM, in cooperation with Caltrans and local agencies, proposes to construct multimodal and local access improvements on the Northbound (NB) 101, Eastbound (EB) 580, the Bellam Boulevard, and Sir Francis Drake corridors. The proposed Project will:

- Enhance circulation on local streets by separating regional pass-through traffic from local traffic on surface streets and provide reliable travel times for regional and local traffic;
- Enhance the active transportation network (e.g. bicycle, pedestrian, bus transit) within the project area and improve connectivity to transit hubs in San Rafael, Larkspur, Richmond, and El Cerrito;
- Enhance bicycle and pedestrian safety on local streets by constructing protected bike lanes and rerouting regional traffic that contribute additional risk and stress to bicyclists, pedestrians, and other vulnerable road users;
- Improve connectivity between NB 101 and EB 580 for regional traffic in and out of Marin County using the Richmond-San Rafael Bridge;
- Enhance and support economic prosperity in the project area by providing better and more reliable access to current and future businesses.

Over the past several years, TAM has developed thirteen preliminary alternative alignments for a permanent connector. The initial preliminary costs of the alternatives developed in 2017 ranged from \$135 million to \$265 million and currently updated costs range from \$192 million to \$325 million. The alternatives have a varying degree of impacts and right of way needs.

In 2018, \$135 million voter approved Regional Measure 3 (RM3) bridge toll funding, administered by the Metropolitan Transportation Commission (MTC), was dedicated to the Project. In November 2018, Marin County voters passed Measure AA Transportation Sales Tax with 2% of the sales tax dedicated to the Project providing local matching funds to accelerate the completion of the Project, including the development of local enhancements to reduce impacts and enhance the facility for all users. This local commitment has allowed the Project to move forward during the time period that RM3 funds were held up due to legal litigation.

In July 2019, the TAM Board authorized the award of a contract with Kimley-Horn & Associates, Inc. to develop preliminary engineering, outreach, environmental studies/approval and various required approval reports for the Project.

In January 2020, the TAM Board authorized the Executive Director to execute Cooperative Agreement 04-2760 with Caltrans to develop a Project Initiation Document (PID) for the Project.

In December 2021, the TAM Board approved four alternatives to carry forward in the environmental phase of the project. These four alternatives included potential alignments for the proposed NB 101 to EB 580 connector ramp. All the alternatives include a proposed auxiliary lane on EB 580 and improvements on Bellam Boulevard including the replacement of the EB 580 bridge over Bellam Boulevard and bicycle and pedestrian improvements on Bellam. The PID was approved by Caltrans on September 7, 2023. The approval of the PID allows TAM to proceed to the next phase of the Project, PAED, which requires a cooperative agreement with Caltrans.

DISCUSSION/ANALYSIS

In order to collaborate and obtain Caltrans' oversight and approval of the PAED phase of the Project, which includes the development and approval of a Project Report and the required environmental documents for the project, TAM must enter into a cooperative agreement with Caltrans. The agreement will outline the roles, responsibilities and funding commitments of TAM and Caltrans during the PAED phase of the Project.

FISCAL CONSIDERATION

There is no charge for oversight services of the PAED phase from Caltrans, therefore no funds are required for this agreement.

NEXT STEPS

Upon approval of the Board, the Executive Director will execute the agreement on behalf of TAM. Environmental studies/approvals and the approval of a completed Project Report are expected to take approximately 3 years.

ATTACHMENTS

Attachment A – TAM Resolution 2023-16

TAM RESOLUTION NO. 2023-16**RESOLUTION OF THE TRANSPORTATION AUTHORITY OF MARIN (TAM) APPROVING COOPERATIVE AGREEMENT 04-2863 WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) RELATED TO THE PROJECT APPROVAL AND ENVIRONMENTAL DOCUMENT (PAED) PHASE FOR THE NORTHBOUND 101 TO EASTBOUND 580 MULTIMODAL & LOCAL ACCESS IMPROVEMENT PROJECT**

WHEREAS, TAM is a partner with the California Department of Transportation (Caltrans) in the funding and implementation of the 101/580 Multimodal and Local Access Improvement Project (formerly referred to as the Northbound US 101 to Eastbound I-580 Connector) project in Marin County; and

WHEREAS, partners are authorized to enter into a cooperative agreement for improvements to the state highway system (SHS) per the California Streets and Highways Code sections 114 and 130; and

WHEREAS, in order for an agency other than Caltrans to perform work on the SHS, Caltrans requires that the agency enter into a cooperative agreement, which defines the work, establishes the responsibilities and financial commitments of each partner; and,

WHEREAS, in July 2019, the TAM Board authorized the award of a contract with a consultant to develop preliminary engineering, outreach, environmental studies/approval and various required approval reports for the Project, and

WHEREAS, in January 2020 the TAM Board Authorized the Executive Director to execute Cooperative Agreement 04-2760 with Caltrans to develop a Project Initiation Document (PID) for the Project;

WHEREAS, in December 2021, the TAM Board approved four alternatives to carry forward in the Environmental phase of the Project;

WHEREAS, the PID was approved by Caltrans on September 7, 2023, which allows the Project to proceed to the PAED phase and requires a new cooperative agreement with Caltrans; and

WHEREAS, TAM will lead the PAED phase and Caltrans will perform oversight and approval of the PAED; and

WHEREAS, Caltrans will perform oversight and approval services at no cost to TAM, and

WHEREAS, in November 2018, Marin County voters passed Measure AA Transportation Sales Tax with 2% of the sales tax to provide local funds to allow for public outreach, scoping, and environmental studies prior to other funds being available to accelerate the completion of the Project, including the development of local enhancements to reduce impacts and enhance the facility for all users.; and now therefore be it

RESOLVED, that the Executive Director is hereby authorized to enter into Cooperative Agreement 04-2863 in substantial similar form and necessary amendments with Caltrans for the PAED phase of the Northbound 101 to Eastbound 580 Multimodal and Local Access Improvement Project.

PASSED AND ADOPTED at a regular meeting of the Transportation Authority of Marin held on the 28th day of September 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Brian Colbert, Chair
Transportation Authority of Marin

ATTEST:

Jennifer Doucette
Clerk of the Board



DATE: September 28, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Project Delivery Team

SUBJECT: Review and Acceptance of the Semi-Annual Project Status Report (Action), Agenda Item No. 5e

RECOMMENDATION

The Board reviews and accepts the September 2023 TAM Semi-Annual Project Status Report.

At its September 11, 2023 meeting, the Administration, Projects and Planning (AP&P) Executive Committee reviewed the Semi-Annual Project Status Report (covering February through August 2023) and voted unanimously to refer it to the Board for acceptance.

BACKGROUND

In order to provide up to date funding and expenditure information that can help the Board and the general public understand the overall status of the suite of projects that TAM manages, these project updates are presented approximately every six months. The intent of these updates is to provide a broad overview of projects directly managed by TAM, and to update and identify potential issues that may require future Board actions. As projects progress, they will require specific Board deliberations and actions, such as consultant contract amendments or acceptance of work products.

DISCUSSION/ANALYSIS

Project Status Report Highlights:

The Project Status Report covers key on-going projects that are active and those that are in the active planning phase.

Active Projects covers all projects that are in environmental, design or construction phases. These projects are well defined and, in most cases, fully funded. This report includes four active projects: (1) US 101 Marin-Sonoma Narrows – B7 and B8; (2) North-South Greenway Gap Closure Project – North Segment; (3) Improve Bellam Boulevard off-ramp from Northbound US 101; and (4) State Route 37.

Planning Projects covers emerging high-priority projects for which TAM is studying various options. These projects most likely will become active projects in the foreseeable future. The report includes four projects in the planning phase: (1) US 101/I-580 Multimodal and Local Access Improvement, (2) Studies of Highway 101 Interchanges and Approaching Roadways, (3) the US 101 Part-Time Transit Lane, and (4) Improvements in Marin City to reduce flooding.

FISCAL IMPACTS

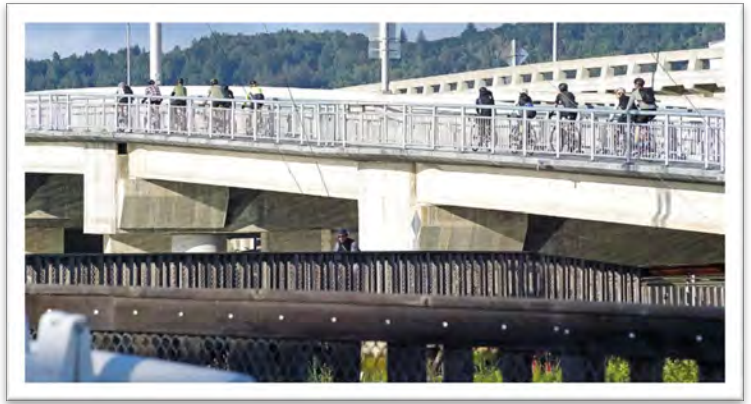
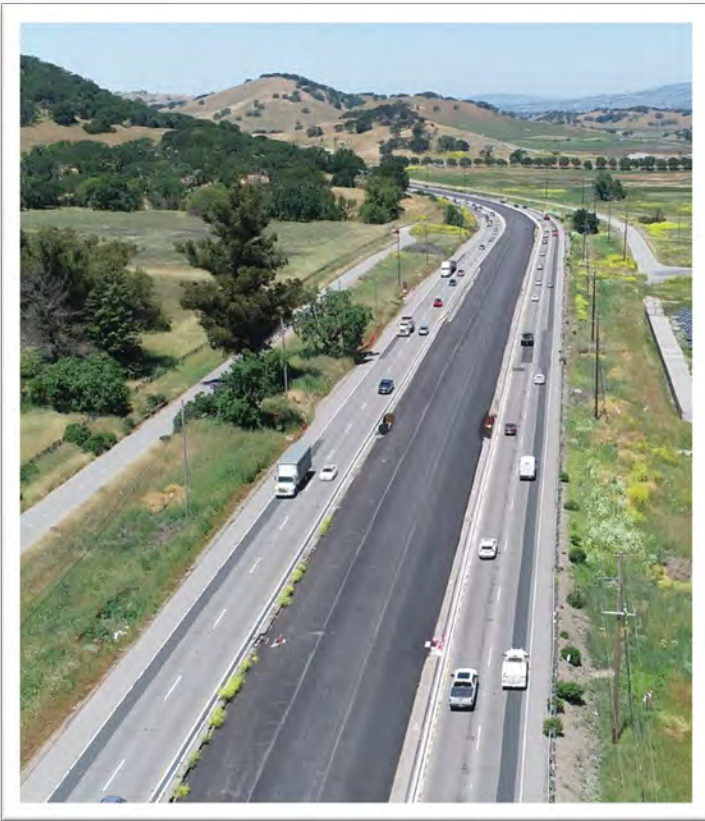
Not applicable.

NEXT STEPS

The next Project Status Report update will be provided in early 2024.

ATTACHMENTS

Attachment A – September 2023 TAM Project Status Report



Transportation Authority of Marin

Project Status Report

September 2023

ON-GOING PROJECTS

A. PROJECTS – ACTIVE

US 101 Marin-Sonoma Narrows Overview	1
US 101 Marin-Sonoma Narrows – B7 and B8	2
North-South Greenway Gap Closure Project – Northern Segment.....	4
North-South Greenway Gap Closure Project – Southern Segment.....	6
Improve Bellam Boulevard Off-Ramp from Northbound US 101	8

B. PROJECTS - PLANNING PHASE

US 101/I-580 Multimodal and Local Access Improvements	10
State Route 37 (Planning & Active Phases)	12
Highway 101 Interchanges and Approaching Roadway Studies.....	14
Marin County US 101 Part-Time Transit Lane Study.....	16
Marin City Flood Mitigation.....	18

C. OTHER

Project Phase Definitions.....	20
Acronyms and Abbreviations.....	21

Project Status Report - Active

September 2023

Project: US 101 Marin-Sonoma Narrows Overview

Partners Caltrans, Sonoma County Transportation Authority and Transportation Authority of Marin
Jurisdiction(s) Novato, Petaluma

Scope

Widening of approximately 17 miles of US 101 from four to six lanes by adding HOV lanes in each direction; improving public transit and access to SMART rail network; installing continuous Class I and Class II bikeways between Novato and Petaluma; and constructing new interchanges and frontage roads to remove unsafe access from private properties and local roads.

Project will be completed through a series of phases based on operational priority and funding availability. As of the first quarter of 2023, all mainline HOV segments between Petaluma and Novato have been built or are under construction.

Status

- The final MSN HOV lane project in Marin County (MSN B7) commenced construction in July 2022 and is about one-third complete.
- The HOV lane project through the City of Petaluma in (MSN C2) is substantially complete. It is the final mainline project in Sonoma County.
- Various non-mainline projects are still outstanding and will require funding.

Issues/Areas of Concern

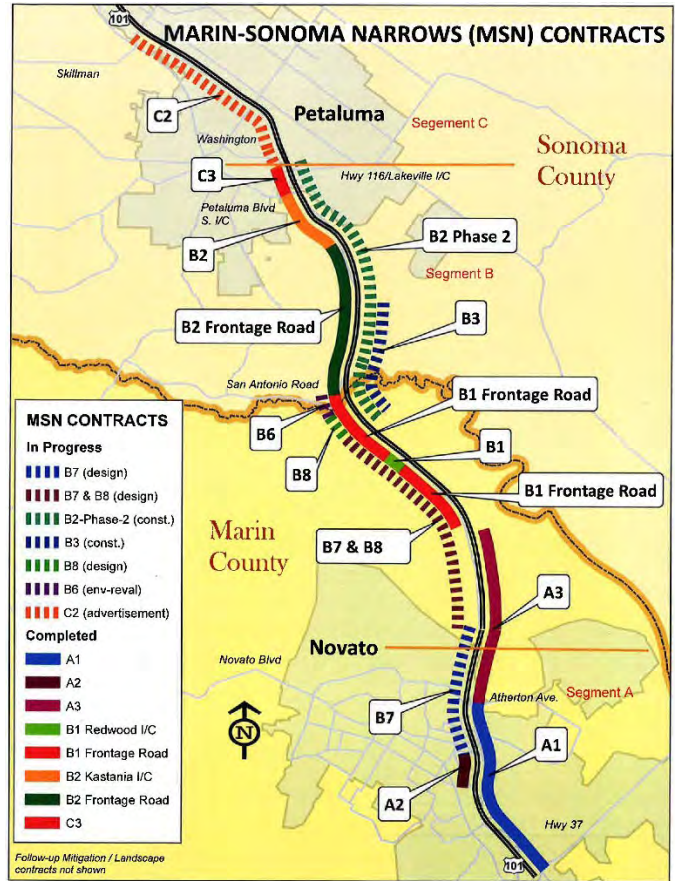
The MSN B7 project is fully funded with assistance from SB1 SCCP and MTC federal discretionary fund sources. The accompanying MSN B8 utility relocation project has entered the ROW acquisition phase and will encounter delay due to parcel owner resistance and funding. Minor vegetation restoration projects and a local San Antonio Road bridge reconstruction project (MSN B6) still remain as part of the overall MSN corridor work.

MARIN-SONOMA NARROWS STATISTICS

Project length.....17 miles
 Avg. daily traffic – 2017.....153,000 vehicles
 Avg. daily truck traffic – 2013.....6,200 trucks
 Marin/Sonoma total populations.....258,000/495,000
 Vehicle hours of delay (at less than 35 mph).....978,400

Funds programmed for MSN.....~\$720,819,000

Funds needed to complete MSN.....~ \$29,500,000



Major Phase Status

A1	Completed
A2	Completed
A3	Completed
B1 Phase I	Completed
B7 (Formerly B1-Phase II; See Fact Sheet)	In Progress
B2 Phase I	Completed
B2 Phase II	Completed
B3	Completed
B8 (Formerly A4 & B5; See Fact Sheet)	In Progress
B6	In Progress
C1	Completed
C2	In Progress
C3	Completed

Project Status Report - Active**September 2023****Project: US 101 Marin-Sonoma Narrows – B7 and B8****Partners** Caltrans, Sonoma County Transportation Authority and Transportation Authority of Marin**Jurisdiction(s)** Novato**Scope**

Construct a southbound HOV lane from 0.3 mile south of the Marin/Sonoma County line to just south of Franklin Avenue Overhead, and a northbound HOV lane from 1.7 miles north of Atherton Avenue Overcrossing to 0.3 mile south of the Marin/Sonoma County line, improving mobility for public transit and access to SMART rail system. Project includes bridge widening, interchange modifications, completing all HOV lanes in the NB and SB directions, standardizing shoulders, Class 2 bike lane construction and correcting the roadway alignment and vertical profiles, along with relocating remaining utilities.

Status

The project design is being funded with local, state and federal funds, with the HOV Lane design (MSN B7) completed in December 2020. Competitive SB1 Solutions for Congested Corridor Program (SCCP) funding was awarded to the B7 project, and MTC federal discretionary funds were approved in May 2021 to complete the full construction funding plan for B7 project. Construction is approximately one-third complete. The MSN B8 design is on-going. It will relocate major utility lines outside the Caltrans ROW and add Class 2 bike lanes to a county road.

Issues/Areas of Concern

- The project is an aggregate of three MSN projects, formerly called the B1 Phase 2, A4 and B5 projects. Due to the lengthy process with right-of-way (ROW) acquisition, the project was split into two concurrent paths: (1) design and construction of the HOV lanes (MSN B7) and (2) ROW acquisition and utility relocation (MSN B8).
- As construction for the MSN B7 weathered its first winter, construction challenges and delays due to rains and sub-surface work must be managed effectively.
- The B8 project faces significant challenges with ROW acquisition and delay since some of the ROW needed is now occupied by a solar panel farm.

Updates from Previous Report

- B7 (HOV Lanes) is about one-third complete, and encountered significant rain and adjacent road slip-out delays (Redwood Blvd) from its first winter.

- Stage 2 of the 4 stages is in-progress.
- Design support during construction will be augmented as construction progresses.
- MSN Executive Steering Committee (ESC) meeting was held in June to discuss the B8 utility relocation challenges.

**Schedule**

Planning	N/A
Environmental Clearance	2009
Design	2019-2020
Right of Way and Utilities	2018-2023
Construction	2022-2025

Estimated Cost by Project Phase

Planning	N/A
Environmental Clearance	N/A
Design	\$8,300,000
Right of Way and Utilities	11,100,000
Construction	123,100,000
TOTAL	\$142,500,000

Funding by Source

STIP Right of Way Excess Fund	\$4,550,000
SB1-LPP	500,000
Measure AA Sales Tax	6,905,000
STP	2,000,000
SB1-SCCP	40,118,000
RM3/MTC Fed Discretionary & Other	88,427,000
TOTAL	\$142,500,000

Project Status Report - Active

September 2023

Project: US 101 Marin- Sonoma Narrows – B7 and B8

Contracts and Agreements Managed by TAM

Contract or Agreement No.	Amend No.	Open/ Closed	Agency/Consultant	Description	Appropriated Amount	Funding Source	Billed to Date	Percent Billed
C-FY18-12	7	Open	BKF Engineers	Design and Support Engineering Services and Construction Support	\$8,215,256	STIP ROW Fund & STP	\$7,820,767	95%
				TOTAL	\$8,215,256		\$7,820,767	95%

Project Status Report - Active**September 2023****Project: North-South Greenway Gap Closure Project – Northern Segment****Partners** TAM, MTC, Caltrans and the City of Larkspur**Jurisdiction(s)** Caltrans and the City of Larkspur**Scope**

The Northern Segment of the North-South Greenway Gap Closure Project will close a key gap in the local and regional non-motorized transportation network between the Central Marin Ferry Connector bridge over Sir Francis Drake Boulevard and the pedestrian overcrossing of US 101 on Old Redwood Highway.

Status

- The new multi-use path over Corte Madera Creek opened for public use in July 2022 (Caltrans segment).
- The final design is complete for the portion of the project on Old Redwood Highway (City Segment).
- Construction on Old Redwood Highway scheduled for late 2023.

Issues/Areas of Concern

- None.

Updates from Previous Report

- Obtained encroachment permit from Caltrans.
- Obtained approval from the CTC to add \$1.1M LPP formula funds.
- Obtained approval from Caltrans for the federal CMAQ funding.
- City of Larkspur to add local funds to fully fund the project.
- The Caltrans portion of the Greenway has received the Active Transportation Project of the Year from the California Transportation Foundation.

**Schedule**

Planning	Complete
Environmental Clearance	Complete
Design	In Progress
Right of Way and Utilities	Complete
Construction	2021-2023

Estimated Cost by Project Phase

Planning	-
Environmental Clearance	\$1,800,000
Design	\$3,400,000
Right of Way and Utilities	-
Construction	\$15,640,812
TOTAL	\$20,840,812

Funding by Source

RM2	\$15,000,000
CMAQ (Old Redwood Highway)	\$1,120,000
Measure A Interest Funds	\$1,225,000
SB1 LPP Incentive	\$1,500,000
LPP Formula	\$1,100,000
TDA	\$462,175
Local (City of Larkspur)	\$150,000
BAAQMD TFCA	\$283,637
TOTAL	\$20,840,812

Project Status Report - Active

September 2023

Project: North-South Greenway Gap Closure Project – Northern Segment

Contracts and Agreements Managed by TAM

Contract or Agreement No.	Amend No.	Open/ Closed	Agency/Consultant	Description	Appropriated Amount	Funding Source	Billed to Date	Percent Billed
C-FY15-08	9	Open	Moffatt & Nichol	Environmental, Plans, Specifications and Estimates, Construction Administration (PAED, PS&E) (CON Support)	\$4,654,130	RM2, Measure AA	\$4,497,402	97%
Cooperative Agreement with Caltrans	1	Open	Caltrans	Construction and Construction Support	\$13,200,233	RM2 TDA TFCA SB1 LPP	\$13,059,429	98%
				TOTAL	\$17,650,233		\$17,556,831	99%

Project Status Report - Active

September 2023

Project: North-South Greenway Gap Closure Project – Southern Segment (Larkspur & Corte Madera Segment)

Partners MTC, SMART, the City of Larkspur and the Town of Corte Madera

Jurisdiction(s) Larkspur, Corte Madera

Scope

The Southern Segment of the North-South Greenway Gap Closure Project will close a key gap in the local and regional non-motorized transportation network between the southern terminus of the Northern Segment through a private easement (not yet secured) then along the Sonoma Marin Area Rail Transit (SMART) right-of-way south to Wornum Drive to connect to existing multi-use paths. The Gap Closure Project is being delivered in two segments, the Northern Segment and the Southern Segment. (Southern Segment shown in the adjacent graphic as red alignment.)

Status

- The use of the SMART right-of-way has been secured.
- The County of Marin Department of Public Works previously agreed to be the implementing agency for the initial alternative’s alignment analysis phase. This work has been put on hold. TAM is the project sponsor.

Issues/Areas of Concern

- The Southern Segment requires acquisition of private right-of-way by means of easement.
- A MOU will be required between partners to identify roles and responsibilities.
- Project development has been suspended pending identification of future funding.

Updates from Previous Report

- No updates to report



Schedule

Planning	TBD
Environmental Clearance	TBD
Design	TBD
Right of Way and Utilities	TBD
Construction	TBD

Estimated Cost by Project Phase

Planning	\$500,000
Environmental Clearance	TBD
Design	TBD
Right of Way and Utilities	850,000
Construction	TBD
TOTAL	\$1,350,000

Funding by Source

RM2	\$1,350,000
TOTAL	\$1,350,000

Project Status Report – Active

September 2023

Project: North-South Greenway Gap Closure Project – Southern Segment

Contracts and Agreements Managed by TAM

Contract or Agreement No.	Amend No.	Open/ Closed	Agency/Consultant	Description	Appropriated Amount	Funding Source	Billed to Date	Percent Billed
A-FY14-22		Open	Marin County, Dept of Public Works	Project Management	\$1,350,000*	RM2	\$446,015	33%
A-FY14-21		Closed	SMART	Boundary Survey and Title Research	\$75,000	RM2	\$52,652	100%
A-FY18-18		Closed	SMART	Right-of-Way	\$850,000	RM2	\$850,000	100%
				TOTAL	\$2,275,000		\$1,348,667	59%

*A portion of this allocation re-directed to another project.

Project Status Report - Active

September 2023

Project: Improve Bellam Boulevard Off-Ramp from Northbound US 101

Partners Caltrans, Transportation Authority of Marin, and City of San Rafael

Jurisdiction(s) Caltrans and City of San Rafael

Scope

Improve the Bellam Boulevard off-ramp from US 101 by creating additional storage. Traffic making a left turn at Bellam will be directed to the left lane, while traffic heading to I-580 or turning right on Bellam will stay in the right lane. Lane stripping will be modified near Bellam to reduce the lane changes required to make a right on Bellam if exiting from eastbound I-580.

The off-ramps are the only freeway access to the economically disadvantaged Canal Area.

Status

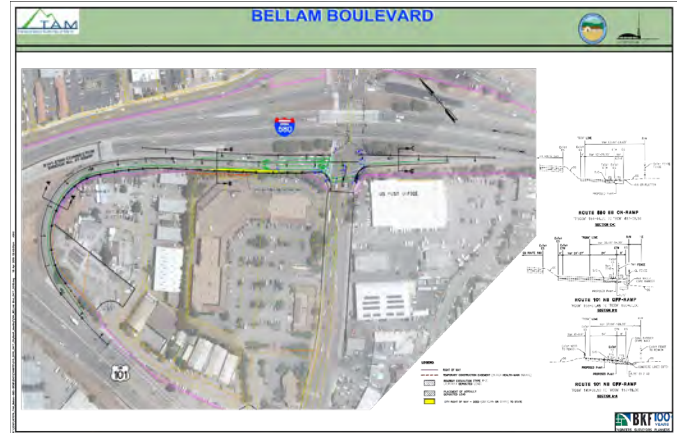
The CEQA document was recorded on August 15, 2018. Design approval from Caltrans is expected in Fall 2023. The Right of Way Agreement will be negotiated immediately following approval. The County of Marin has indicated that due to staffing shortages they may not be able to manage the construction. The Project required a redesign and is short of funds to complete.

Issues/Area of Concern

The design changes along with the transfer of funds from this project to the Sir Francis Drake Flyover have left a funding shortfall of approximately \$3 to \$3.5 million. The Right of Way agreement with Marin Square has expired and will require new negotiations. Tree removal must occur during August to January.

Updates from Previous Report

TAM was unsuccessful in seeking federal funds from the RAISE Program. The current funding plan reflects the recent approval of the TAM Board to shift current LPP funds to other Projects and to utilize LPP funds from the next cycle.



Schedule

Planning	Complete
Environmental Clearance	Complete
Design	Fall 2023
Right of Way and Utilities	Fall 2023
Construction (pending funding)	Begin Aug 2024

Estimated Cost by Project Phase

Planning	\$30,000
Environmental Clearance	90,000
Design	1,250,000
Right of Way and Utilities	700,000
Construction	6,100,000
TOTAL	\$8,170,000

Funding By Source

Measure A and AA Sales Tax	\$4,025,000
Local Partnership Program	1,164,000
TOTAL	\$5,189,000

Project Status Report – Active

September 2023

Project: Improve Bellam Boulevard Off-Ramp from Northbound US 101

Contracts and Agreements Managed by TAM

Contract or Agreement No.	Amend No.	Open/ Closed	Agency/Consultant	Description	Appropriated Amount	Funding Source	Billed to Date	Percent Billed
C-FY17-02	3	Open	BKF Engineers	Complete design services including environmental.	\$1,176,325	Measure A/AA Sales Tax	\$983,954	84%
A-FY19-17		Closed	County of Marin	Agreement to manage construction including construction management*	\$63,888*	Measure A Sales Tax	\$63,888	100%
				TOTAL	\$1,240,213		\$1,047,842	85%

*This agreement has expired.

Project Status Report – Planning

September 2023

Project: US 101/I-580 Multimodal and Local Access Improvements

Partners Caltrans, Metropolitan Transportation Commission, Transportation Authority of Marin, City of San Rafael and City of Larkspur

Jurisdiction(s) Caltrans and City of San Rafael

Scope

Improve access to local communities within San Rafael and Larkspur. Studies have shown that separating regional traffic from local traffic will assist in this effort. In addition, the Project will Improve local circulation on Sir Francis Drake and Bellam Boulevards. The eastbound approach to the RSR Bridge is one of only two toll bridges in the Bay Area accessed by low-speed local roads with traffic signals resulting in traffic delays on local roads and US 101.

Status

The draft Project Study Report (PSR) has been reviewed by Caltrans and is being circulated for signature. The first meeting of targeted outreach to residents in the area of the improvements is scheduled for September and has been coordinated with the City of San Rafael.

Issues/Area of Concern

- Significant comments from Caltrans regarding: ramp metering, sea level rise, VMT, and design exceptions.
- Additional funding likely needed for construction.
- Still exploring options to improve local circulation.

Updates from Previous Report

- Resolution of many major PSR comments has been deferred to the environmental stage.
- Traffic studies are underway to look at various local circulation options.



Schedule

Planning	2020
Environmental Clearance	2026
Design	2028
Right of Way and Utilities	2031
Construction	2033

Estimated Cost by Project Phase

Planning	\$1,750,000
Environmental Clearance	3,500,000
Design	9,000,000
Right of Way and Utilities	8-30 M
Construction (depends on alternative)	170-270 M
TOTAL	\$192-315 M

Funding By Source

RM 3	\$135,000,000
Measure A/AA Sales Tax	17,000,000
TOTAL	\$152,000,000

Project Status Report – Active

September 2023

Project: US 101/I-580 Multimodal and Local Access Improvement Project

Contracts and Agreements Managed by TAM

Contract or Agreement No.	Amend No.	Open/ Closed	Agency/Consultant	Description	Appropriated Amount	Funding Source	Billed to Date	Percent Billed
C-FY12-09	1	Closed	CSW/Stuber-Stroeh Engineering Group (Task Order 32)	Develop Alternatives, Cost Estimates, Graphic Rendering, Environmental Evaluation	\$102,000	Measure A Sales Tax	\$102,000	100%
C-FY20-01	1	Open	Kimley-Horn & Associates, Inc.	Project Approval and Environmental Document (PAED)	\$6,500,000	Measure AA Sales Tax	\$2,957,355	45%
C-FY20-02		Open	Fremier Enterprises Inc.	Project Management	\$400,000	Measure AA Sales Tax	\$238,650	60%
				TOTAL	\$7,002,000		\$3,298,005	47%

Project Status Report – Planning & Active

September 2023

Project:	State Route 37
Partners	Caltrans, Metropolitan Transportation Commission, and Transportation Authorities of Marin, Sonoma, Napa and Solano Counties
Jurisdiction(s)	Marin County

Scope

State Route 37 is a key transportation corridor stretching from US 101 in Marin County to Interstate 80 in Solano County. Evaluation of the corridor has been assigned to a policy committee comprised of transportation authorities from Marin, Sonoma, Solano and Napa counties to address sea level rise, traffic congestion, transit options and recreational activities.

Status

MTC funded and completed a Corridor Plan in June 2018, prioritizing congestion relief in Segment B in Solano and Sonoma Counties. Segment A consists of Marin and portions of Sonoma County. Segment C is located in Solano County.

There are currently three key concurrent projects on the corridor: (1) Segment B interim improvements to relieve congestion led by MTC, (2) Segment A flood reduction project led by Caltrans and (3) Corridor-wide Planning-Environmental Linkage (PEL) study project prioritization.

Issues/Area of Concern

A segment of the four-lane freeway, between US 101 and Atherton Avenue in Novato, had been closed due to the flooding of Novato Creek in January and February 2017, in February 2019, and recently in January 2023. Heavy congestion occurs in Segment B, where there is one lane in each direction. Since the corridor is 21-miles long, spanning four counties, the solutions to making the corridor resilient and reliable are complex and very costly.

Updates from Previous Report

The Caltrans’ Segment A1 (Marin County) environmental clearance effort (PA/ED) is anticipated to be completed by the end of 2023. New state funding (\$20 million) was allocated to begin design work when ready. Caltrans recently announced in August that it has secured \$155 million in IJA-Protect funds for construction of Phase 1 (Novato Creek Bridge) of Segment A1.

MTC and Caltrans certified the final environmental document (FED) for the Sears Point to Mare Island project in Segment B during the first quarter of 2023 in coordination with a partnership agreement with regulatory

agencies. Design effort has recently kicked off this interim improvement project. Construction funding is still being developed with the anticipated start of construction sometime in 2024-25.

Caltrans has completed and published the corridor wide PEL study which documents the preliminary consultation process with the regulatory agencies. A project implementation effort is anticipated to begin.



Schedule – Segment A1

Planning	2018
Environmental Clearance	2023
Design	TBD
Right of Way and Utilities	TBD
Construction	TBD

Estimated Cost by Project Phase – Segment A1

Planning	TBD
Environmental	\$10,000,000
Design	\$20,000,000
Right of Way and Utilities	TBD
Construction	TBD
TOTAL	\$30,000,000+

Funding by Source – Segment A1

Caltrans SHOPP	\$10,000,000
State Earmark	\$20,000,000
TOTAL	\$30,000,000

Project Status Report – Planning & Active

September 2023

Project: State Route 37

Contracts and Agreements Managed by TAM

Contract or Agreement No.	Amend No.	Open/ Closed	Agency/Consultant	Description	Appropriated Amount	Funding Source	Billed to Date	Percent Billed
A-FY16-10		Closed	Solano Transportation Authority	Design Alternatives	\$40,000	City/County	\$40,000	100%
C-FY17-16	1	Closed	CSW/Stuber-Stroeh Engineering Group (Task Order 11)	Segment A - Improvement Concept Study	\$88,000	City/County	\$85,922	97%
A-FY19-10		Closed	NVTA, STA, SCTA and TAM	SR37 Travel Behavior Feasibility Study	\$11,765	City/County	\$11,765	100%
A-FY19-07		Closed	County of Marin	SR37 Adaptation Study	\$30,000	City/County	\$30,000	100%
				TOTAL	\$169,765		\$167,687	98%

Project Status Report – Planning

September 2023

Project: Highway 101 Interchanges and Approaching Roadways Studies
Partners Caltrans, Marin County, Marin’s Cities, Marin Transit, Golden Gate Transit
Jurisdiction(s) Marin County, San Rafael, Novato and Caltrans

Scope

The Measure AA Expenditure Plan includes a category that provides funding for studies of interchanges on Highway 101. The Studies will be used to develop multi-modal improvement concepts to Highway 101 interchanges and highway access routes to reduce congestion, improve connectivity, and improve local traffic operations.

The transportation sales tax funding will be used as “seed money” to prepare studies and reports that can support application for regional, state, and federal grants.

Status

The studies have been developed to outline existing conditions, define constraints, and present opportunities for potential improvements to the interchanges and local roadways.

An implementation plan was prepared based on the interchange studies and results from the prioritization plan. The approved recommendation was to advance three interchange locations to the next phase of project development using Caltrans procedures. The following interchanges will advance to the next phase of project development:

- East Blithedale/Tiburon Blvd (SR 131)
- Manual T. Freitas Parkway/Civic Center Drive
- Alameda Del Prado/Nave Drive

Issues/Area of Concern

None.

Updates from Previous Report

Work commenced on the preparation of the Project Initiation Document (PID). A round of public outreach was held with local BPAC’s and TAM hosts three workshop in

the vicinity of the three Interchanges. Positive feedback has been provided from the public.



Schedule

Planning	2020-2022
Environmental Clearance	TBD
Design	TBD
Right of Way and Utilities	TBD
Construction	TBD

Estimated Cost by Project Phase

Planning	\$4,431,000
Environmental	TBD
Design	TBD
Right of Way and Utilities	TBD
Construction	TBD
TOTAL	\$4,431,000

Funding by Source

Measure AA Sales Tax	\$4,431,000
TOTAL	\$4,431,000

Project Status Report – Planning

September 2023

Project: Studies for Twelve US 101 Interchanges and Approaching Roadways

Contracts and Agreements Managed by TAM

Contract or Agreement No.	Amend No.	Open/ Closed	Agency/Consultant	Description	Appropriated Amount	Funding Source	Billed to Date	Percent Billed
C-FY20-09		Open	HNTB Corporation	Professional Engineering Services	\$4,431,000	Measure AA Sales Tax	\$2,054,531	46%
				TOTAL	\$4,431,000		\$2,054,531	46%

Project Status Report – Planning**September 2023**

Project:	Marin County US 101 Part-Time Transit Lane Study
Partners	Caltrans, Marin County, Marin's Cities, Marin Transit, Golden Gate Transit
Jurisdiction(s)	Marin County and Caltrans

Scope

This project would provide part-time bus operations on the shoulder of Southbound US 101 in Marin County between Novato and San Rafael. Bus on Shoulder, or Part-Time Transit Lane, is a proven concept to improve transit reliability and speed according to FHWA guidance, and a TAM feasibility study identified benefits to both Golden Gate Transit and Marin Transit Services. The conceptual design would allow for the operation of Transit buses in existing auxiliary lanes, on/off ramps, and shoulder lane with minor modifications to the striping and lane widths on the highway.

Status

TAM has completed a feasibility study and concept design, cost estimates and operational plans for the project among other items in October 2021. The next step will involve Project Initiation with Caltrans and determine funding availability.

Issues/Area of Concern

Performance measurements would be required for any pilot project, these would include safety measures, CHP enforcement, and other concerns raised during the feasibility study. Potential legislation is also being sought to clarify vehicle code and enforcement concerns.

Updates from Previous Report

Marin Transit was awarded \$1,107,000 from the MTC sponsored Transit Performance Initiative with TAM serving as the implementing agency. A local match in the amount of \$140,000 will be required. Marin Transit has submitted the application to transfer the funds to the FTA that will take place over the coming months.

**Schedule**

Planning	2021
Environmental Clearance	TBD
Design	TBD
Right of Way and Utilities	TBD
Construction	TBD

Estimated Cost by Project Phase

Planning	\$350,000
Environmental	\$800,000
Design	\$1,200,000
Right of Way and Utilities	TBD
Construction	\$5,000,000
TOTAL (FY \$2019)	\$7,000,000

Funding by Source

Caltrans Planning Grant	\$350,000
TOTAL	\$350,000

Project Status Report – Planning

September 2023

Project: Marin County US 101 Part-Time Transit Lane Study

Contracts and Agreements Managed by TAM

Contract or Agreement No.	Amend No.	Open/ Closed	Agency/Consultant	Description	Appropriated Amount	Funding Source	Billed to Date	Percent Billed
C-FY20-07		Closed	Kimley-Horn and Associates, Inc.	Planning Services	\$308,000	Caltrans Grant	\$308,000	100%
				TOTAL	\$308,000		\$308,000	100%

Project Status Report – Planning & Active**September 2023****Project: Marin City Flood Mitigation Projects****Partners** Caltrans, County of Marin, and Transportation Authorities of Marin**Jurisdiction(s)** Marin County**Scope**

TAM is currently administering \$10 million in state earmark funds to distribute to Caltrans and the County of Marin for flood mitigation projects within the Marin City area of Marin County.

Status

Four projects have been identified by the County and one by Caltrans to be funded by the state earmark:

1. Potable Pump Station at Donahue Street
2. Permanent Pump Station in Existing Pond
3. Permanent Floodwall
4. Environmental Pond Dredging
5. Second Culvert Under Hwy 101 (Caltrans)

TAM and the County are in the process of executing a funding agreement to implement the County's four projects.

Issues/Area of Concern

US 101 near Marin City and the Manzanita Park & Ride lot continually experience flood events due to a combination of roadway settlement, sea level rise, higher King tides, and maintenance challenges, sometimes closing off access to these areas.

Updates from Previous Report

TAM has secured the \$10M State Earmark, and is actively coordinating with Senator McGuire's office, Caltrans and County.

Five projects identified by County and Caltrans as listed above.

**Schedule**

Planning	N/A
Environmental Clearance	N/A
Design	N/A
Right of Way and Utilities	N/A
Construction	N/A

Funding Distribution by Project/Activity

Potable Pump Station	\$2,500,000
Permanent Pump Station	\$400,000
Permanent Floodwall	\$750,000
Pond Dredging	\$3,000,000
Second Culvert	\$2,850,000
TAM Administration	\$500,000
TOTAL	\$10,000,000

Funding by Source

County	TBD
Caltrans SHOPP	TBD
State Earmark	\$10,000,000
TOTAL	\$10,000,000

Project Status Report – Planning & Active

September 2023

Project: Marin City Flood Mitigation Projects

Contracts and Agreements Managed by TAM

Contract or Agreement No.	Amend No.	Open/ Closed	Agency/Consultant	Description	Appropriated Amount	Funding Source	Billed to Date	Percent Billed
N/A								
				TOTAL	\$N/A		\$N/A	N/A%

PROJECT PHASE DEFINITIONS

Planning – Complete project studies to define general project parameters.

Environmental Clearance – Completion of and approval of environmental studies and/or reports. Environmental analysis assesses the potential impacts a project may have on the natural and/or built environment.

Design – Engineer and design project leading to the preparation of plans, specifications and construction estimates. Resource agency permits are obtained in the final design stage in preparation to advertise the project for construction bidding.

Right of Way and Utilities – Establish cost and obtain ownership/passage through a given area for the benefit of project completion. Establish utilities needed for the project and relocation if necessary. Right-of-way certification required if using federal funds or if the project is on state highway system.

Construction – Includes actual construction, construction management and construction related design. Actual construction close-out duration may go for years after scheduled completion date shown.

Project Management – Project or construction management and oversight support of projects to carry out elements of construction. Project management is provided by in-house agency staff and consultants. Typically includes construction materials testing for contract compliance.

ACRONYMS AND ABBREVIATIONS

ABAG	Association of Bay Area Governments
ATP	Active Transportation Program
BAIFA	Bay Area Infrastructure Financing Authority
BAAQMD	Bay Area Air Quality Management District
Caltrans	California Department of Transportation
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation and Air Quality Improvement Program
CMP	Congestion Management Program
CO-OP	Cooperative Agreement
CTC	California Transportation Commission
DPW	Department of Public Works
EEMP	Environmental Enhancement and Mitigation
EIR	Environmental Impact Report
EIS	Environmental Impact Study
ENV MITG	Environmental Mitigation
EV	Electric Vehicles
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GGT	Golden Gate Transit
GGBHTD	Golden Gate Bridge Highway and Transportation District
HOT Lane	High Occupancy Toll Lane
HOV Lane	High Occupancy Vehicle Lane
ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
LOS	Level of Service
MCBC	Marin County Bicycle Coalition
MPO	Metropolitan Planning Organization
MPWA	Marin Public Works Association
MT	Marin Transit
MTC	Metropolitan Transportation Commission

ACRONYMS AND ABBREVIATIONS

MTS	Metropolitan Transportation System
NEPA	National Environmental Policy Act
NOP	Notice of Preparation
NTPP	Non-motorized Transportation Pilot Program
OBAG	One Bay Area Grant
PA&ED	Project Approval & Environmental Document
PCA	Priority Conservation Area
PCI	Pavement Condition Index
PDA	Priority Development Area
PS&E	Plans, Specifications and Engineers Estimates
PSR	Project Study Report
PTTL	Part Time Transit Lane
RHNA	Regional Housing Needs Allocation
RM 2	Regional Measure 2
RM3	Regional Measure 3
ROW	Right of Way
ROW CAP	Right of Way Capital
RTIP	Regional Transportation Improvement Plan
RTP	Regional Transportation Plan
SCS	Sustainable Communities Strategy
SLPP	State Local Partnership Program
SMART	Sonoma Marin Area Rail Transit
SR2S	Safe Routes to School
STA	State Transit Assistance; also, Solano Transportation Authority
STIP	State Transportation Improvement Program
STIP-IIP	Interregional Transportation Improvement Program
STIP-RIP	Regional Transportation Improvement Program
STP	Surface Transportation Program
TBD	To Be Determined
TCRP	Traffic Congestion Relief Program
TEA-21	Transportation Equity Act for the 21 st Century
TIP	Federal Transportation Improvement Program
VRF	Vehicle Registration Fee



DATE: September 28, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Derek McGill, Director of Planning

SUBJECT: Accept Caltrans Planning Grant for Vehicle Miles Traveled Reduction and Mobility Enhancement Toolkit and Authorize Local Resolution of Support (Action), Agenda Item No. 5f

RECOMMENDATION

The TAM Board approves Resolution 2023-15 and authorizes the Executive Director to execute agreements with the California Department of Transportation (Caltrans) to accept a Caltrans Planning Grant for the development of a Vehicle Miles Traveled (VMT) Reduction and Mobility Enhancement Toolkit and approve the matching funds as required by the grant.

BACKGROUND

With the passage of Senate Bill (SB) 743 in 2013, the state began transitioning away from auto delay measurements (level of service) to a measurement of the amount of driving, VMT. As of July 2020, the California Environmental Quality Act (CEQA) directs lead agencies that “a project’s effect on automobile delay shall not constitute a significant environmental impact.” During this transition, TAM has provided local jurisdictions with VMT data from TAM’s Travel Demand Model and Origin and Destination Study (2018), as well as technical support and guidance.

With the implementation of SB 743 underway, TAM has been requested by local jurisdictions to support VMT implementation, including: VMT policy implementation and adoption, measuring VMT generated from land use plans and development projects, and quantifying VMT mitigations. These elements will comprise the proposed “toolkit.”

TAM staff has worked closely with local jurisdictions to develop the approach to the work, cognizant of the local land use approval process and lead agency requirements in CEQA. VMT impacts are closely related to local land use planning and authority, including project design, zoning, community designs and land use review, and reducing VMT will require a joint effort of land use and transportation planning and implementation.

While each lead agency will be able to determine how it will assess VMT in CEQA, the toolkit will provide local guidance based on observed and locally validated travel information.

DISCUSSION/ANALYSIS

In 2021, TAM submitted a Caltrans planning grant application for the development of a VMT toolkit to respond to local jurisdictions’ requests and to support VMT policy implementation, measuring and quantifying VMT, developing localized mitigation measures, and furthering the needs of low income and minority communities that are already traveling by lower VMT methods.

The toolkit will assess on-site and off-site VMT mitigations available in portions of Marin County, and support housing element implementation. In addition, the toolkit will identify local and County programs and partnerships to support implementation of the toolkit by assigning key actions, roles, and responsibilities of all stakeholders. The toolkit will also explore VMT mitigation banks, exchanges, and nexus fees potential in Marin County. Outreach and stakeholder engagement with local jurisdictions, transit providers, business groups and Community Based Organizations are also included as part of the development of the toolkit.

In 2022, TAM received notification that the initial grant request was unsuccessful but were encouraged to revise and reapply. Staff submitted the revised application in March of 2023 and was notified of the successful award on August 30, 2023.

FISCAL IMPACTS

Estimated total cost of the toolkit development is \$586,165, with \$518,931 in grant funding from Caltrans and a \$67,234 local match from TAM.

TAM's FY2023-24 Annual Budget will be updated to reflect the revenues and expenditures that will occur in the current fiscal year.

NEXT STEPS

Upon approval of the Board, the Executive Director will enter into agreements with Caltrans. Staff anticipate work to begin on this effort in fall 2023, with a Request for Proposals (RFP) and contract award expected in spring 2024. Work is expected to continue until April 2026.

ATTACHMENT

Attachment A – TAM Resolution No. 2023-15

TAM RESOLUTION NO. 2023-15

RESOLUTION OF THE TRANSPORTATION AUTHORITY OF MARIN AUTHORIZING THE EXECUTION OF AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE DEVELOPMENT OF A VEHICLE MILES TRAVELED (VMT) REDUCTION AND MOBILITY ENHANCEMENT TOOLKIT

WHEREAS, the Transportation Authority of Marin (TAM) is eligible to receive Federal and State Funding for Certain Transportation Planning related plans, through the California Department of Transportation; and,

WHEREAS, a Restricted Grant Agreement is needed to be executed with the California Department of Transportation before such funds can be claimed through the Transportation Planning Grant Programs; and,

WHEREAS, the California Department of Transportation has awarded \$518,931 in funding for the development of a Vehicle Miles Traveled (VMT) Reduction and Mobility Enhancement Toolkit to be conducted by TAM; now, therefore, be it

RESOLVED, that the Executive Director is hereby authorized to execute all Restricted Grant Agreements and any amendments thereto with the California Department of Transportation for the acceptance of the referenced Planning Grant.

PASSED AND ADOPTED at a regular meeting of the Transportation Authority of Marin held on the 28th day of September 28, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Brian Colbert, Chair
Transportation Authority of Marin

ATTEST:

Jennifer Doucette
Clerk of the Board

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DATE: September 28, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Mikaela Hiatt, Associate Transportation Planner
Derek McGill, Director of Planning

SUBJECT: Alternative Fuels Program Update and Acceptance of the Marin Countywide Electric Vehicle Acceleration Strategy (Action), Agenda Item No. 6

RECOMMENDATION

Staff will provide an update on the Measure B Element 3 Alternative Fuels Program and recommend the TAM Board receive and accept the Marin Countywide Electric Vehicle Acceleration Strategy. Staff will continue to monitor local jurisdiction implementation of the Countywide Electric Vehicle (EV) Acceleration Strategy, and support elements as identified in the Alternative Fuels Program update.

BACKGROUND

With the passage of Measure B, the \$10 Vehicle Registration Fee (VRF) in 2010, TAM developed an Alternative Fuels Program as designated in Element 3, Reduce Congestion and Pollution. The Alternative Fuels Program provides funding for three main areas:

- Public Property EV Charging Infrastructure
- Public Agency EV Fleet Conversion
- Public Outreach/Technical Assistance

Since the September 2022 Alternative Fuels Program update, TAM staff has continued to deliver rebates, outreach and technical assistance initiatives, including the following:

- Developed a Countywide EV Acceleration Strategy with Marin Climate and Energy Partnership (MCEP) to support local climate action plan implementation (this effort was funded by TAM in the amount of \$54,000)
- Supported the Charging and Fueling Infrastructure Grant application by the County of Marin
- Coordinated closely with the Metropolitan Transportation Commission (MTC) on the development of the Transportation Electrification Program
- Continue to work with local jurisdictions in development of projects submitted through the 2022 Letter of Interest process
- Conducted and supported outreach events including the recent EV Expo, a First Responder EV Webinar and an electrification booth at the Marin County Fair
- Completed short-term, local jurisdiction led outreach efforts
- Ongoing delivery of the EV Fleet and EV Charging Stations rebates
- Monitor regional, state, and federal funding opportunities for Alternative Fuels and EVs

DISCUSSION/ANALYSIS

EV adoption has continued to rise with record sales recorded in Marin and statewide. In the year 2022, over 33% of new vehicle sales in Marin County were EVs according to the California Energy Commission (CEC). The staff report highlights TAM's Alternative Fuels program and Countywide Electric Vehicle Acceleration Strategy including the work TAM is doing to aid in implementation.

TAM's Alternative Fuels Program

TAM's Alternative Fuels Program continues to address public agency charging installations and fleet needs, and advance public agency EV charging installations in the County. To date, TAM has provided rebates for 346 charge heads installed, including 31 in FY2022-23 alone, with an additional 101 rebates planned for the current fiscal year.

Public agency EV fleet rebates have remained steady as the pace of fleet replacement in the County is relatively flat. With support from the Alternative Fuels and Electric Vehicles Ad Hoc Committee, staff has revised the rebate program to simplify the application process in response to feedback received from local jurisdictions. The revisions include unlinking the rebate from the State Clean Vehicle Rebate Program, clarifying vehicle eligibility and rebate requirements, increasing the number of vehicles eligible annually for rebate requests from 5 to 10, and removing the vehicle replacement requirement. Staff will continue to monitor regional, state, and federal rebate programs and make necessary adjustments to TAM's rebate program accordingly.

TAM continues to support local outreach efforts to advance TAM's rebate program. One recent highlight of TAM's outreach was the TAM-hosted Clean Fleet Expo held on September 12 at the Marin County Fairgrounds for local jurisdictions and regional partners on ways to electrify local fleets. Over 110 people attended and participated in ride and drives, interacted with exhibitors, and engaged in workshops discussing fleet transitioning and charging infrastructure.

Moving forward, TAM's Alternative Fuels Program's work plan identifies the following actions to advance transitions to alternative fuels in Marin County:

- Continue to work with local jurisdictions to explore whether a coordinated grant or a single contractor can be retained to design, seek funding, build, operate and maintain EV charging stations in Marin County.
- Continue to advance pilot concepts for upcoming grants. Staff has been meeting with jurisdiction staff on project concepts to assess potential concept advancement and determine partnership opportunities. This includes the evaluation of a fleet transition plan for local jurisdictions in alignment with the MTC and MCE programs.
- Coordinate on local jurisdiction implementation of the MCEP Countywide EV Acceleration Strategy.
- Conduct outreach efforts including live online webinar for school electrification, National Drive Electric Week events, Earth Day electrification event, and equity focused outreach.
- Encourage utilization of TAM's rebate programs and continue to coordinate with local jurisdictions to find ways of streamlining the program.
- Continue to monitor outside funding opportunities and develop/support grant applications.

MCEP Countywide EV Acceleration Strategy

Over the past two years, TAM staff has worked with local jurisdictions through MCEP to develop a Countywide EV Acceleration Strategy. A copy of the Strategy is available here: <https://marinclimate.org/wp-content/uploads/2023/06/Marin-EV-Acceleration-Strategy.pdf>.

The Strategy evaluates Marin County's current alternative fuels and EV adoption, and what further work needs to be done in order to achieve state and regional goals. This includes assessing the current rate of EV adoption among residents and local jurisdiction fleets, number of chargers and the charger levels, and what the barriers to adoption are within the County.

This Strategy is intended to inform and support local jurisdictions within Marin County to implement local Climate Action Plans, specifically in relation to accelerating the adoption of EVs in their respective communities. The Strategy has been presented to city/town committees and councils for adoption in 2023, along with a work plan of identified actions each jurisdiction would commit to taking to meet its respective EV adoption goals.

Staff recommends that the TAM Board accept the Acceleration Strategy in support of local jurisdictions and TAM's overall program direction. However, the work plans included in the Strategy are primarily for local jurisdictions; TAM's actions are anticipated to continue to be in the areas outlined for administration of the AFEV program. Staff will continue to coordinate on local jurisdiction implementation of the MCEP Countywide EV Acceleration Strategy.

Upcoming Opportunities

There are several funding programs anticipated or in process:

- MTC \$65 million grant program for Transportation Electrification: in the fall of 2023, MTC will be releasing a call for projects as part of this program for Transit Station Charging as well as a Planning and Technical Assistance Consultant Bench. Staff has been working closely with MTC on opportunities to advance Marin's needs as articulated by partner agencies.
- Marin Clean Energy (MCE) Fleet Transition Program: expected to be released soon and will be available across its service area for approximately 3-5 local jurisdictions. TAM staff is working closely with MCE on this opportunity and will coordinate accordingly.
- MCE \$2 million earmark through the Housing and Urban Development Department: funds 700 chargers throughout the MCE service area particularly in Marin County. The confirmation and planning of the earmark have yet to begin but TAM staff is monitoring this closely.

For upcoming outreach and technical assistance, TAM is planning to host a school electrification webinar. There are also various events for National Drive Electric Week (September 22, 2023 through October 1, 2023) and Earth Day. Finally, TAM is also partnering with MCE and the County of Marin in supporting a NextGen Trades Academy program hosted by the LIME Foundation in the fall of 2023 for electrification construction trades training for people ages 16-24.

This item was taken to the Funding Programs and Legislation (FP&L) Executive Committee and the Citizen's Oversight Committee (COC) who provided the following comments:

- Recommended sharing maps with the current chargers with local jurisdiction Council members to help evaluate potential sub areas and means for councils to help advance charging infrastructure
- Discussed the status of reach codes across the jurisdictions
- Expressed concern of the existing grid capacity
- Requested information on the overall utilization of the chargers, how to collect data from vendors on utilization, the percent share of chargers TAM's rebate program has funded at schools compared to other sites, and the process of operating and maintaining the chargers including rate setting

Comments received on the item were for the MCEP EV Acceleration Strategy and the Committee did not have questions on the TAM Alternative Fuels program update.

FISCAL IMPACTS

Revenues for this program have been assigned from Measure B Element 3.3 funding and the current budget of \$336,000 included in the FY2023-24 TAM Annual Budget is anticipated to be sufficient to conduct all the work items for the fiscal year. There is no additional fiscal impact from accepting the Acceleration Strategy.

NEXT STEPS

Staff will continue to implement the Alternative Fuels program as described above, seek and support new funding opportunities, and return to the Board for any significant policy or funding changes.

ATTACHMENTS

Attachment A – (Hyperlink): [Marin Countywide Electric Vehicle Acceleration Strategy](#)
Attachment B – Staff Presentation



Item 6 - Attachment B

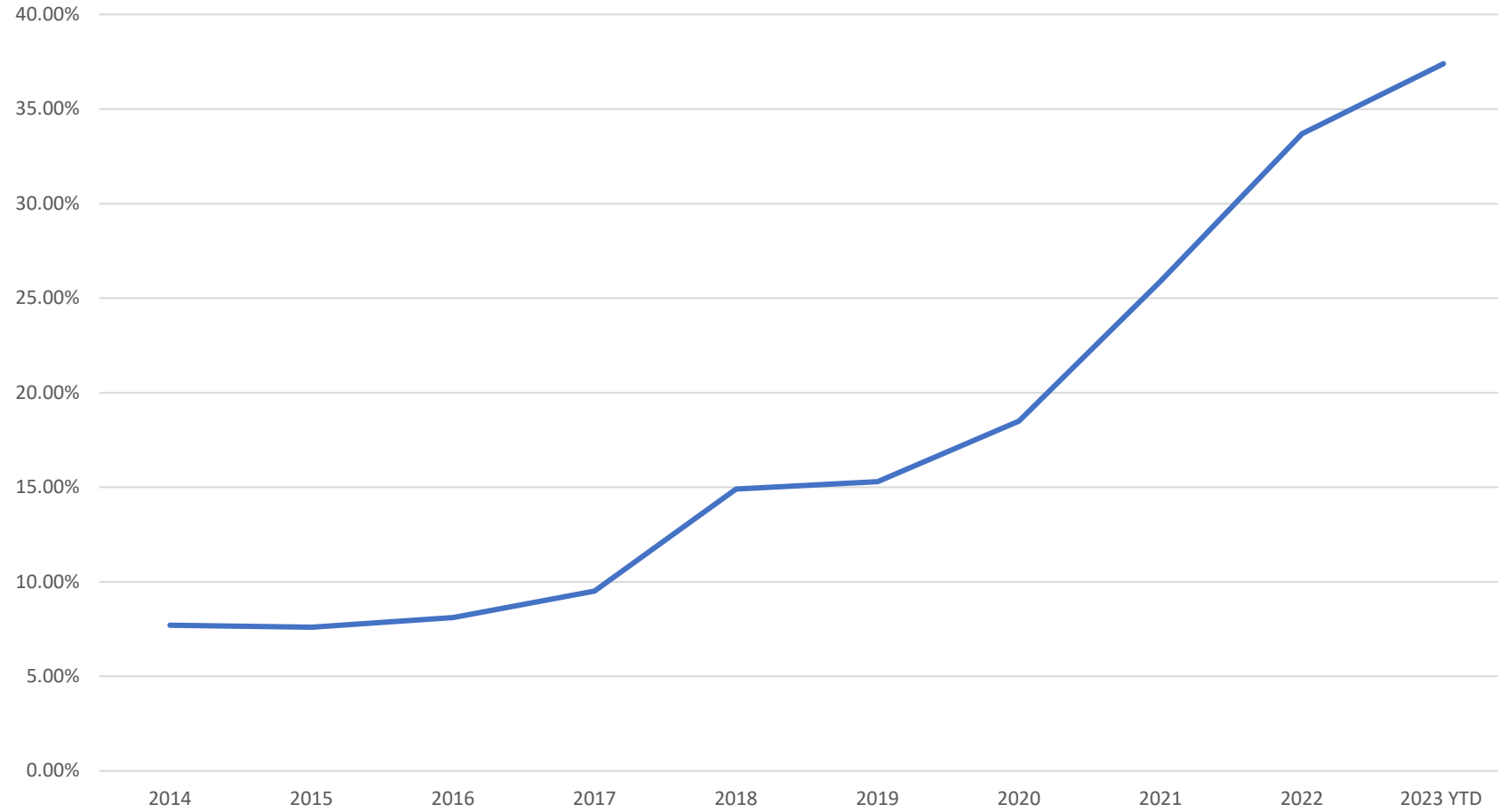
Alternative Fuels Program Update

Transportation Authority of Marin
Board of Commissioners

September 28, 2023

Marin County EV Sales

Percentage of New Car Sales that are ZEV's
Source: California Energy Commission



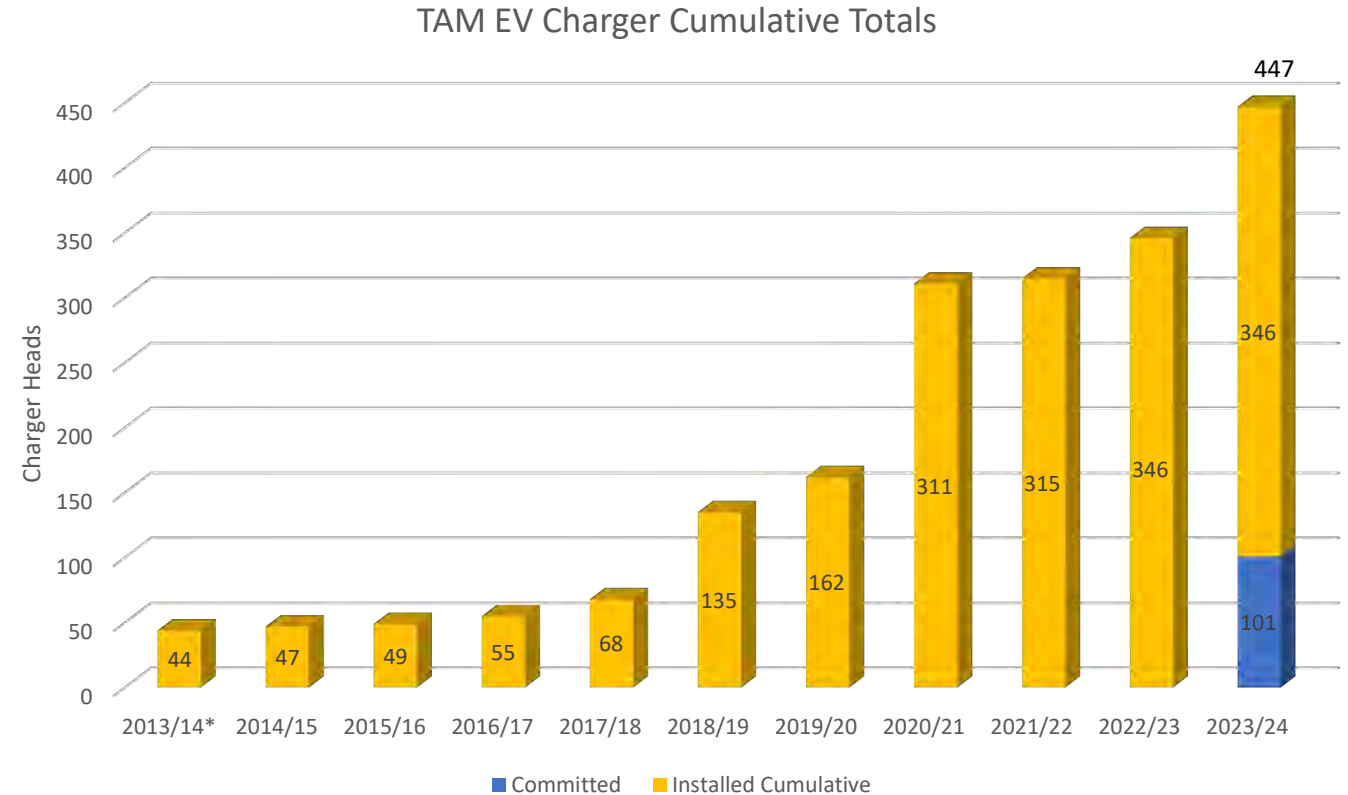
Summary of TAM Program

- Measure B – Element 3.3
- Works alongside Measure AA and Measure B investments to reduce GHG Emissions
- Three Main Elements:
 - EV Charger Rebate - Up to \$3,000 per head
 - EV Fleet Rebate - Expanded to include E-Bikes, Utility carts, etc.
 - Outreach/Technical Assistance
- Also includes a Pilot Provision



Program Progress to Date

- EV Chargers
 - 447+ EV charger rebates in progress
 - 31 installed last FY
- EV Fleets
 - 45 EV fleet rebates
- EV Outreach & Technical Studies
 - EV First Responder Event
 - EV Toolkit(s)
 - MCEP Countywide EV Acceleration Plan
 - Marin County Fair Booth
 - Ride and Drives
 - EV Siting Studies
 - Parking Lot Study



Alt Fuels Outreach Recent & Upcoming Activities

- EV First Responders Webinar – June 27
- Marin County Fair – June 30 to July 4
- Clean Fleet Expo – September 12
- School Electrification Event – TBD
- LIME Foundation Partnership
- Cool the Earth – National Drive Electric Week and Earth Day EV Partnership



CLEAN FLEET EXPO
TUESDAY SEPTEMBER 12TH, 2023
 MARIN COUNTY FAIRGROUNDS

Come see the clean fleet vehicles of the future.



SAVE THE DATE

LIME Foundation

- Partner with MCE, the County of Marin, and the LIME Foundation on construction trades
 - Specific to electrification in construction
- Coordinating with local partners on speaking and teaching opportunities
- \$5,000 Pilot program

The logo for NextGen Trades Academy features the word "Next" in green, "Gen" in orange, and "Trades Academy" in yellow. To the left of "Next" is a green pixelated graphic. A vertical orange bar is on the right side of "Gen".

Program Budget for FY2023-24

- \$336K Budget approved by the Board in June
- Expected Program Expenditures:
 - Rebate Program: \$186,000
 - TAM High School District Project: \$86,000
 - Outreach: \$150,000
 - REACH Strategies: ~\$115,000
 - Local/CBO partnership Outreach (LIME Foundation, CTE sponsorship, TBD): \$35,000
- Staff will continue to monitor and amend the budget, if necessary, based on program need and the timing of work plan item delivery:
 - Ensure rebate request submission and implementation
 - Conduct all outreach events and continue local CBO outreach
 - Monitor, promote, and apply for regional, state, and federal grant programs as appropriate
 - Support MCEP EV Acceleration Strategy implementation where aligned with TAM goals
 - Support local applications to upcoming MTC Transportation Electrification Program

Regional, State and Federal Updates

- MCE Programs and Grants
 - US DOE Grant for \$1M
 - Earmark for EV Charging for \$2M
 - Fleet Transition Planning
- County of Marin's CFI Program Grant Application
 - \$650k for siting in Marin's EPC and low-income communities
 - Some similar activities to MCE USDOE Grant, needs further coordination
- TAM/GGBHTD/MTCD State TIRCP Application
 - Coordinated application for certain Transit Capital needs including zero emission buses
 - 2nd unsuccessful attempt for state funds
 - Marin Transit successful in securing federal funds for Facility (\$31M) in separate application
- NEVI Corridor Deployments
 - No Updates (Highway 1, 101 and 37) – Staff continuing to Monitor Process

Upcoming Funding Opportunities

- MTC's Transportation Electrification Program
 - Federal OBAG Funding, made available in phases
 - Charging Infrastructure (\$30M)
 - Local Public Fleet Electrification (\$10M)
 - Transportation Electrification Planning and Program Strategy (\$5M)
 - Electric Bikeshare (\$20M, not expected to be distributed via call for projects)
 - TAM staff supporting MTC program development to reflect Marin's Needs
- CFI Program Round 2 (TBD)

MCEP EV Acceleration Strategy

- October 2020 TAM Board authorized \$54K for MCEP EV Acceleration Strategy
- All jurisdictions have received or are scheduled to receive a presentation or information on the Strategy
- Document has four main strategies:
 - Acceleration of Public Charging Infrastructure
 - Increase Municipal Fleet Electrification
 - Conduct Robust Outreach and Education
 - Support and Advocate for Policy and Legislation that accelerates EV Adoption

Guiding Principles

- Align with and support local climate action plans.
- Provide equitable access to EV programs and strive for equitable outcomes.
- Coordinate countywide for consistency, efficiency, and cost-effectiveness of program implementation.
- Track and measure progress of EV Strategy actions and adoption rates.
- Strive to capture local economic co-benefits whenever possible.
- Focus government actions on those that most efficiently utilize public funds and resources.
- Leverage regional, state, and federal funds to support EV deployment in Marin County.
- Support acceleration of EV sales and charger installation by the private market.

EV Charging Needs

- According to California Energy Commission, there are 542 public and 484 shared private chargers in Marin. 83 are fast chargers.
- The number of single-family home chargers is undoubtedly much higher.
- 71% of housing units in Marin are single family homes.
- Greatest need is for shared private chargers in multifamily buildings and at workplaces.
- Opportunity to ensure new multi-family buildings are ready for an all-electric future.



Barriers to EV Adoption

Vehicle Technology	<ul style="list-style-type: none"> • EV range • Battery degradation (especially in the used EV market) • Lack of diversity in vehicle types (light/heavy duty trucks, police pursuit vehicles) and price points • Lack of vehicle availability
Charging	<ul style="list-style-type: none"> • Not enough publicly accessible charging locations, both Level 2 and 3 • Cost to install chargers, especially for trenching and getting electricity to site • Low grid capacity or connectivity in certain locations • Not enough wayfinding signage for EV charging locations • Difficult to retrofit existing multi-family buildings for EV chargers and lack of parking spaces for EVs • EV charging cost allocation to residents at multi-family buildings can be complicated with electricity meters • Cost and effort to upgrade electrical panel/install Level 2 charger at home • Reliability of public chargers
Economics	<ul style="list-style-type: none"> • Higher initial purchase or lease price of EVs compared to internal combustion engine vehicles • Complicated incentives (vehicles and EV chargers) • Revenue from public EV chargers does not cover cost of subscription, maintenance, electricity, and depreciation
Perceptions and Behavior	<ul style="list-style-type: none"> • Misinformation about EV models, range, charging, etc. • Resistance to change/fear of the unknown • Lack of EV knowledge at car dealerships • Lack of knowledge about best times to charge
E-bikes and E-scooters	<ul style="list-style-type: none"> • Higher purchase price • Limited rebates and incentives • Lack of secure parking • Lack of safe, protected cycling infrastructure

EV Strategy's Actions and Next Steps

- Board Acceptance of the Countywide EV Acceleration Strategy
- TAM can support implementation of local jurisdiction actions in the workplan as appropriate
- Partnerships can also support implementation (County of Marin, MTC, MCE, BAAQMD)

Questions & Discussion

Thank you!

Mikaela Hiatt

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DATE: September 28, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Derek McGill, Director of Planning

SUBJECT: Outreach and Engagement for Countywide Transportation Plan and Community Based Transportation Plan (Discussion), Agenda Item No. 7

RECOMMENDATION

Discussion item only. The Board reviews and provides feedback on outreach and engagement for the Countywide Transportation Plan (CTP) and the Community-Based Transportation Plan (CBTP).

BACKGROUND

Over the summer of 2023, TAM staff have begun initial work on the development of Marin County's first CTP and a countywide CBTP. This planning process is expected to occur over the next year and a half, culminating in an adopted CTP/CBTP by the end of 2024.

The CTP is expected to build consensus and provide a shared direction for Marin's transportation system, in alignment with broader social, economic, and environmental goals in the county, region and state. The CTP is intended to prioritize overarching strategies, specific policies, and targeted projects that are competitive for state and regional funding and establish the partnerships necessary to implement the shared short-term (10 year) and long-term vision (25 year) for our transportation system. The CTP/CBTP will incorporate findings from the various previously developed CBTPs for the county and identify priorities and a countywide strategy to address equity. Finally, the CTP/CBTP will guide TAM's decision-making, and advance safety, equity, climate resiliency, transit recovery and priority, and transportation/land use integration in the county.

DISCUSSION/ANALYSIS

To facilitate the development of a shared direction for Marin's transportation system, TAM expects to conduct a robust, and multi-pronged outreach and engagement strategy for the CTP/CBTP, in alignment with MTC's guidance. This data driven effort will build upon the extensive outreach conducted in recent years through the development of the Strategic Vision Plan, Measure AA Expenditure Plan, and the Highway Interchange Study efforts (among many others) and seek to expand engagement beyond previous topical or geographic areas of these efforts.

A CTP Ad-hoc Committee, a technical advisory committee, and an equity working group have each been assembled to inform policy and technical elements of the CTP/CBTP development as appropriate. Three board workshops are currently planned to support the process, with the first one scheduled to take place right before the October TAM Board meeting. The remaining two board workshops are being planned at key milestones in 2024.

Public outreach will center on meeting people where they are and expanding beyond the scope of previous engagement efforts to include communities or topic areas to extend and deepen engagement. The analysis and recommendations included in the CTP/CBTP will be guided by an outreach process that prioritizes dialogue and collaboration with Marin County residents and other stakeholders.

A combination of in-person and virtual outreach efforts will provide multiple opportunities for stakeholders and the community to learn about the planning process, ask questions, and share their transportation priorities, feedback, concerns, and ideas. These efforts include local pop-up events, focused stakeholder and Community Based Organization (CBO) outreach through direct presentations and focus group meetings, and a range of virtual engagement including an online survey and various TAM and partner agency social media outreach channels.

Stakeholder and community engagement will track in alignment with the project planning, analysis, and milestones. In general, engagement will be conducted in “waves,” as follows:

1. Purpose & Context: Project initiation, information about the purpose and context of the CTP/CBTP, and an overview of the planning process and schedule.
2. Vision & Strategies: Development of the vision for transportation in Marin County, along with strategies on how to achieve that vision. This work will build on TAM’s existing Strategic Vision Plan and regional and state plans.
3. Needs and Prioritization: Identification- and prioritization-style exercises to inform the draft plan.
4. Draft Plan: Overview of and feedback on draft Plan.

A full presentation and draft plan have been developed and are attached.

FISCAL CONSIDERATION

Funding for the CTP/CBTP is available through TAM’s County Transportation Agency (CTA) funds from MTC, with \$400,000 for the CTP and \$150,000 for the CBTPs. Funds are expected to be spent over the next two fiscal years and the TAM FY2023-24 Annual Budget has sufficient budget to cover all the activities planned for the current fiscal year.

NEXT STEPS

Based on Board input, public outreach and engagement will be conducted over the plan development, with the first workshop scheduled to take place before the October 26 TAM Board meeting to discuss the initial vision of the CTP/CBTP.

ATTACHMENTS

Attachment A – Staff Presentation
Attachment B – Draft Community Engagement Plan

TAM Countywide Transportation Plan & Community Based Transportation Plan

**Presentation to TAM Board of Commissioners
September 28, 2023**

Purpose of CTP & CBTP

- ✓ **2050 Transportation Vision**
- ✓ **Set strategic priorities**
- ✓ **Guide TAM decision-making**
- ✓ **Align planning with funding decisions and project delivery**
- ✓ **Advance equity, land use-transportation connectivity, safety, transit recovery and priority, and climate resiliency**

- ✓ **Identify emerging areas and future transportation needs**
- ✓ **Broaden understanding of community transportation goals**
- ✓ **Advance CBTP process**
- ✓ **Convene partner agencies and build consensus**
- ✓ **Strengthen partnerships needed to deliver the plan**
- ✓ **Align local, county planning with regional and state guidance where feasible**
- ✓ **Strengthen Marin's position in competitive regional, state, and federal funding**

Outcomes of CTP & CBTP

Engagement Process & Overview

- ✓ **Two coordinated tracks: stakeholder engagement and public outreach**
- ✓ **Data-driven process**
- ✓ **Meet the public where they are**
- ✓ **Develop TAM working groups and committees**
- ✓ **Continue to coordinate with existing groups and through existing channels where it makes sense**
- ✓ **Fit the right strategy with the right groups at the right time**
- ✓ **Align with MTC's CTP and CBTP guidance**

Engagement Schedule

	2023		2024			
	AUG-SEP	OCT – DEC	JAN-FEB	MAR-MAY	JUN-AUG	OCT-NOV
	PURPOSE & CONTEXT	VISION & STRATEGIES	NEEDS ASSESSMENT	CO-BENEFIT EVALUATION	DRAFT CTP	FINAL CTP
STAKEHOLDER ENGAGEMENT						
CTP Ad Hoc Committee	◆	◆	◆	◆	◆	◆
CTP TAC	◆	◆	◆	◆	◆	◆
CTP Equity Working Group		◆	◆	◆	◆	◆
Briefings for Agencies & Committees		◆	◆	◆	◆	◆
Board Briefings	◆		◆	◆	◆	
Board Workshops		◆		◆	◆	●
PUBLIC ENGAGEMENT						
Focus Groups			Focus Groups			
Survey & Events			Online Survey	Public Outreach <i>(pop-up events, digital media campaigns, etc.)</i>		
Ongoing Check-ins	TAM Traveler, CTP Roadshow					

TAM Board Engagement

- ✓ **Ad-hoc Committee of TAM Board to provide regular input on development of CTP**
- ✓ **Regular briefings at Board and Executive Committee meetings**
- ✓ **Board workshops:**
 - October 26 Vision Working Session (late afternoon, pre-Board meeting)
 - Winter/Spring 2024 Workshop – Needs, Strategies, and Policy Priorities
 - Summer 2024 Workshop – Draft CTP
- ✓ **Fall 2024 – plan adoption**

CTP-specific Committees

✓ **CTP Technical Advisory Committee**

- Marin Managers Association
- Marin Public Works Association
- Marin Planning Directors
- Transit Operators
- County HHS
- Marin County Office Of Education
- Caltrans & MTC

✓ **CTP Equity Working Group**

- Equity focused groups, aging and disabled, teachers/workers, tribal, youth representation

TAM Participation in Other Standing Committees

Regular updates
and feedback

- ✓ **TAM Citizens' Oversight Committee**
- ✓ **TAM Bicycle & Pedestrian Advisory Committee**
- ✓ **Transportation Agency, Transit TACs**
- ✓ **Others**



Public Engagement Process

Broad range of meaningful touchpoints

Data Driven Public Outreach

Draw on existing
preferences

- ✓ **Results from previous Marin County outreach efforts gathered and reviewed**
- ✓ **Major transportation issues (2009-present) and public priorities identified**
 - Congestion relief
 - Reliability and frequency of transit
 - Bike and pedestrian safety, with a special focus on school zones
 - Accessibility for seniors, people with disabilities, and individuals without consistent car access

Data Driven Public Outreach

✓ **New opportunities for study**

- Underrepresented regions, including rural areas and urban neighborhoods in Marin City and San Rafael/Novato
- Underrepresented populations including single-parent households and rent-burdened families
- Remote work patterns
- Openness to emerging transportation technologies
- Longitudinal trends and evolving transportation preferences

Public Engagement Activities

Meet people where they are



Focus on Equity Priority Communities and Key Community Organizations

Four Focus Groups, Six Localized Pop-up Events



Online Survey

Public Engagement Activities

Tailor activities to community needs

Stakeholder Type	Engagement Format
CBOs & Tribal Councils	<ul style="list-style-type: none"> • Equity Working Group • Citizens' Oversight Committee (COC) • Bicycle and Pedestrian Advisory Committee (BPAC) • Online focus groups • Phone interviews • Attendance at public events
General Public	<ul style="list-style-type: none"> • Online survey • In-person engagement • Community pop-ups • Ongoing TAM communications

Focus Groups

Gain valuable
insights

- ✓ **Four focus groups planned**
 - Community needs and challenges
 - Priorities, preferences, and improvements
 - Mobility and accessibility
 - Mode shift and emerging transportation technologies

- ✓ **Flexible approach to foster deeper topic area discussions. May include:**
 - Business community
 - Environmental and bicycle groups
 - West Marin

Pop-Up Events

- ✓ **6 community pop-up events planned**
- ✓ **Accessible high traffic locations**
- ✓ **Variety of interactive elements**
 - Feedback walls
 - Live polls
 - Activities for kids
- ✓ **English, Spanish* translations**



* and other languages, as needed

Online Survey

- ✓ **Support broad community outreach**
 - Identify barriers
 - Mode shift opportunities
 - Emerging mobility Options
 - Post covid travel patterns
- ✓ **Offer English, Spanish* versions**
- ✓ **Offer paper surveys at pop up events)**

* and other languages, as needed



Your Questions & Comments

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TAM Countywide Transportation Plan for Marin County
 Draft Community Engagement Plan
 September 21, 2023

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PURPOSE AND OVERVIEW OF THE COUNTYWIDE TRANSPORTATION PLAN

The purpose of the Countywide Transportation Plan (CTP) is to define a strategic, long-term vision for Marin County's transportation system that aligns with the Transportation Authority of Marin's (TAM's) social, economic, and environmental objectives. The CTP sets the course for the development, management, and operation of a multimodal transportation network that effectively serves all members of the Marin County community. It outlines the overarching strategies, specific policies, and targeted projects intended to enhance mobility, reduce congestion, and improve safety across all modes of transportation, including vehicular travel, public transit, walking, and biking.

Analysis and recommendations included in the CTP will be guided by an outreach process that prioritizes dialogue and collaboration with Marin County residents and other stakeholders. A combination of in-person and digital outreach efforts will provide multiple opportunities for people to learn about the planning process, ask questions, and share their transportation priorities, feedback, concerns, and ideas.

TAM's Commitment to Transparency, Equity, and Inclusion

TAM has a deep-seated commitment to ensuring transparency, equity, and inclusion within all aspects of its operations. Transparency is a fundamental principle that underpins all our actions, from strategic planning and policy development to decision-making and project execution. TAM believes that fostering a culture of openness and providing clear, timely information to the public is vital in establishing trust and maintaining robust engagement with all stakeholders. Recognizing the wide diversity within Marin County, TAM strives to design and implement policies that distribute benefits and burdens fairly among all citizens, irrespective of their socioeconomic status, race, age, or disability.

Title VI of the Civil Rights Act of 1964 and its implementing regulations state that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity that receives federal financial assistance. As a recipient of federal funds, TAM follows the United States Department of Transportation Policy Guidance (U.S. DOT 2005) concerning recipients' responsibility to provide meaningful access to services, programs and activities to limited English proficient (LEP) persons and people of all race, color, or national origin. TAM follows guidance in two MTC (Metropolitan Transportation Commission) documents to stay current on equity best practices: *Plan for Special Language Services to LEP Populations (2019)* and *MTC's Public Participation Plan for the San Francisco Bay Area (2023)*.

Combined CTP and Community-Based Transportation Plan

A CTP is a programmatic plan to build consensus toward countywide transportation visions, guide long-term decision-making, reflect local policies and priorities, and inform transportation funding decisions. A Community-Based Transportation Plan (CBTP) is intended to improve mobility options for equity priority communities.

TAM has previously prepared CBTPs for equity priority communities in Marin City, San Rafael, and Novato. This new Countywide CBTP will build on the local CBTPs and will also broaden to capture transportation needs that are germane to priority population needs across the entire county.

The CBTP will focus on specific nearer-term projects to address equity communities' existing transportation challenges, along with and general countywide strategies to advance equity, while the CTP will focus on higher-level programs and planning approaches.

Summary of Project Milestones and Engagement Themes

Stakeholder and community engagement will track in alignment with the project planning, analyses, and milestones. In general, engagement will be conducted in “waves,” as follows:

1. **Purpose & Context:** Project initiation, information about the purpose and context of the CTP and CBTP, and an overview of the planning process and schedule.
2. **Vision & Strategies:** Working session of Board on the vision for transportation in Marin County, along with strategies on how to achieve that vision. This work will build on the County’s existing Vision Plan.
3. **Needs and Project List Prioritization:** Identification- and prioritization-style exercises on a draft projects or strategies.
4. **Draft Plan:** Overview of and feedback on draft Plan.

Summary of Overall Engagement Strategy and Sequence

The general format of outreach for each stakeholder type is as follows:

Stakeholder Type	Engagement Format
Elected Officials	<ul style="list-style-type: none"> • Presentations to Boards and Committees • One-on-one meetings
Agency Staff	<ul style="list-style-type: none"> • Technical Advisory Committee • Small group discussions • One-on-one meetings
Community-Based Organizations & Tribal Councils	<ul style="list-style-type: none"> • Equity Working Group • Citizens’ Oversight Committee (COC) • Bicycle and Pedestrian Advisory Committee (BPAC) • Online focus groups • Phone interviews • Attendance at public events
General Public	<ul style="list-style-type: none"> • Online engagement/Survey • In-person engagement • Community pop-ups

Summary Implementation Schedule

	2023		2024			
	Sept - Oct	Nov-Dec	Jan-Feb	March-May	June-Aug	Sept-Oct
	Purpose & Context	Vision & Strategies	Needs Assessment	Draft Project List	Draft Plan	Review / Adoption
Stakeholder Engagement						
TAC Meetings	9/14: Kickoff Meeting	2 nd Meeting	Feb: 3 rd Meeting	April: 4 th Meeting	July: 5 th Meeting	Sept: 6 th Meeting
TAM Committees (COC / BPAC)	Kickoff Meetings	Kickoff Meetings	2 nd Meeting	3 rd Meeting	4 th Meeting	
Ad Hoc / ExCom		Workshop Prep	Feb: Ad-Hoc Meeting	Workshop Prep	Meet if Needed	Meet if Needed
Board Workshops	Oct: 1 st Workshop			April: 2 nd Workshop	July: 3 rd Workshop	
EWG	Kickoff	2 nd Meeting	3 rd Meeting	4 th Meeting	5 th Meeting	6 th Meeting
Local Agencies & CBOs		1 st Roadshow	CBO Focus Groups	2 nd Roadshow		Email Update
Public Engagement						
Online Survey			Survey Period			
Community Pop-Up Events				Public Outreach Period		
Promotional Campaigns				Public Outreach Period	Public Outreach Period	
Existing TAM Channels (Regular Meetings, newsletters, eblasts)	ONGOING THROUGHOUT PROCESS					

PAST PROGRAMS AND ENGAGEMENT EFFORTS

TAM and other transportation agencies have performed several large and small community engagement efforts over the past decade. For the CTP and CBTP, the consultant team will build upon the pertinent and valuable information gathered through previous TAM public outreach efforts. The following offers a summary overview of previous engagement efforts – in terms of both geographic and topical coverage – and also identifies areas to enhance. Expanding on past outreach will be a focus of the current outreach efforts.

Previous engagement efforts used a diverse array of methods to connect with relevant communities. These efforts were either directly led by TAM or in close coordination with other agencies such as MTC, Marin Transit, and others, and included surveys, public workshops, information booths, and distribution of informational materials.

Some initiatives, such as the CBTPs of Novato, San Rafael's Canal Neighborhood, and Marin City, employed more localized methods such as focus groups and door-to-door promotions. Many of these efforts also included translated materials for Spanish-speaking audiences.

Programs and Documents Reviewed

A review was conducted of various projects and plans for Marin County that included a public engagement component, including the TAM Strategic Vision Plan 2017, and CBTPs for Novato, Marin City, and the San Rafael Canal Neighborhood Improvements project, spanning from 2009 through present.

As part of the final analysis (described in Tracking and Reporting, p.22), the conclusions and data from these studies will be revisited and compared with information gleaned from the current CTP engagement efforts to offer a more comprehensive overview of public input and priorities.

Plan / Project	Community Focus
Senior Mobility Action and Implementation Plan (2010)	<ul style="list-style-type: none"> Countywide Seniors and older adults (primarily non-driving)
TAM Strategic Vision Plan (2017)	<ul style="list-style-type: none"> Countywide Residents, elected, CBOs
Final Expenditure Plan Marin County Transportation Sales Tax Renewal (2018)	<ul style="list-style-type: none"> Countywide Residents, workers, CBOs, students, businesses, visitors...
Highway 101 Interchange & Approaching Roadway Study (2021)	<ul style="list-style-type: none"> Countywide 12 county interchanges
TAM Safe Routes to Schools Program Evaluation Report (2023)	<ul style="list-style-type: none"> Countywide Students, faculty, and caregivers
TAM Transportation Demand Management (2023)	<ul style="list-style-type: none"> Countywide Employer and CBO interviews Marin Commutes users
TAM Central and Southern Marin Transit Study (2009)	<ul style="list-style-type: none"> Central and Southern Marin County Community members
Novato CBTP (2015)	<ul style="list-style-type: none"> Novato Novato community members
Marin City CBTP (2015)	<ul style="list-style-type: none"> Marin City Residents, workers, businesses, public agencies, disabled people, seniors, and youth

East Blithedale Ave. / SR 131 Interchange Pedestrian & Bicycle Access Planning Study (2016)	<ul style="list-style-type: none"> • Mill Valley • Bicyclists, pedestrians, transit users and drivers
San Rafael Canal Neighborhood CBTP (2022)	<ul style="list-style-type: none"> • San Rafael • Canal neighborhood community members

Community Coverage

Different studies put emphasis on different segments of the County's population. For example, the TAM Strategic Vision Plan (2017) focused on countywide transportation issues, whereas the various CBTPs and projects were targeted at the needs and issues of specific local communities. Notably, studies such as the SR 131 / East Blithedale Ave Interchange Pedestrian & Bicycle Access Planning Study (2015) and the Highway 101 Interchange & Approaching Roadway Study (2021) zeroed in on the needs at particular intersections throughout the County.

General Topics and Issues

The reviewed plans/projects brought to light a variety of transportation issues, falling broadly into the following categories:

- **Relieving Congestion:** Past efforts identified a desire for reduced congestion on highways and local roads through road maintenance, improving interchanges and signal timing, etc.
- **Transit Improvements:** Feedback consistently indicated the need for enhancements in transit service reliability, connectivity to important destinations (like workplaces and schools), improvements in transit stop locations and amenities, service expansion, better access to service and schedule information, and a desire for reduced fares. First- and last-mile challenges were also a recurrent theme.
- **Bicyclist and Pedestrian Improvements:** Active mode users (pedestrians and bicyclists) emphasized personal safety concerns (e.g. safer biking/walking routes), improved lighting, and improved bike facilities. Safe access to schools was an important theme in the Safe Routes to Schools Program evaluation report, especially as relates to dangerous intersections and fast traffic in school zones.
- **Greater Accessibility and Mobility:** Seniors, people with disabilities, and individuals without consistent access to a car expressed a strong desire for increased access to demand-responsive services such as catch-a-ride and paratransit.
- **Alternate Commute Options:** Feedback regarding alternate transportations options such as carpool programs were largely related to logistical challenges, such as coordinating employee schedules or limited employer bandwidth to establish or expand commuter programs. This suggests a need for more resources and support to create efficient and effective carpool arrangements.

Enhanced Focus for CTP

While previous outreach efforts cast a wide net over Marin County's diverse audiences and brought many critical transportation issues into focus, there remain several key areas of opportunity to extend and deepen engagement. These include:

- **Underrepresented Geographies:** While much of the past focus has centered on urban regions, more rural areas such as West Marin have seen significantly less outreach. Engagement within these less-served geographies can provide crucial insights into regional disparities and needs.

The CTP Engagement Plan includes strategies to reach Equity Priority Communities such as Marin City, Los Ranchitos, and the Canal Neighborhood, in addition to non-regionally defined geographies of North and West Marin in order to understand the needs of these communities and ensure that all recommended infrastructure improvements take into account factors such as livability, neighborhood characteristics, and other important facets of community life.

- **Unrepresented Populations:** While broad outreach has been conducted with equity priority populations, there are certain segments that warrant additional focus. For example, single-parent households are a demographic group that were not specifically focused upon in past engagement efforts, yet a quarter of the children in the country live in single-parent households.

In keeping with the geographical gaps observed, the engagement approach also recommends strategies to reach single-parent families, rent-burdened households, and people who do not own a vehicle as well as agricultural laborers and farm workers in rural communities.

Past efforts have already done significant outreach with certain groups such as older adults, people with disabilities, people of color, low-income or limited English proficiency households. These groups will continue to be an important focus in future efforts as well.

- **Underexplored Topics:** As travel patterns for some residents have changed since the pandemic, exploring new work patterns – especially remote work will be an important focus. This will include understanding remote work patterns, with their different needs and challenges to help design transportation that accounts for evolving changes to people's commute patterns.

Additionally, while many past plans have assessed the mobility needs and challenges of various populations, their attitudes toward mode shift and emerging transportation technologies remain underexplored. With new transport innovations becoming increasingly accessible, outreach for the CTP will collect new data on public interest, receptivity, and potential adoption patterns towards new transportation modes and technologies.

- **Longitudinal Trends:** Past outreach efforts such as the TAM Strategic Vision Survey and Transportation Measure Feasibility Survey conducted as part of the ½-cent sales tax Expenditure Plan development included questions asking residents about their most important transportation priorities (e.g. travel time, accessibility, safety, etc) as well as their primary, secondary, and preferred modes of travel. This presents a unique opportunity to reassess residents priorities and mode preferences and how they may have evolved over time. This will help clarify if and how residents' priorities have shifted in the last few years as well as understand their current needs and priorities.

STAKEHOLDER OUTREACH AND ENGAGEMENT

A CTP that will be useful and implementable will be a direct outcome of a high-quality and inclusive stakeholder process. TAM already regularly engages with internal and external entities including local city councils, regional transportation agencies, and community groups. Presentations and other outreach activities will be planned for the following committees, working groups, and community-based organizations (CBOs):

TAM Board of Commissioners and Standing Committees

TAM has a range of active committees and working groups, each overseeing various aspects of Marin's transportation system:

- Board of Commissioners
- Executive Committees
- Citizens' Oversight Committee
- Bicycle & Pedestrian Advisory Committee

As appropriate, outreach will be conducted to these groups through their regularly scheduled meetings. Up to five rounds of presentations to select committees (for example, the Citizens Oversight Committee and the Bicycle & Pedestrian Advisory Committee) will be conducted at major milestones.

Committee	Meets	Representation	Activity
Executive Committees	Monthly (2 nd Monday)	<ul style="list-style-type: none"> ● Districts 1, 2, 3, 5 ● Mill Valley ● Tiburon ● San Anselmo ● San Rafael ● Fairfax 	Board Preview
Board of Commissioners	Monthly (Generally 4 th Thursday)	<ul style="list-style-type: none"> ● Districts 1, 2, 3, 4, and 5 ● Mill Valley ● Tiburon ● Larkspur ● Corte Madera ● Novato ● San Anselmo ● San Rafael ● Fairfax ● Sausalito ● Ross ● Belvedere 	<p>Workshop #1 will consist of a working session with Board members on the CTP purpose and planning process, vision, guiding principles, and strategies.</p> <p>The remaining workshops will consist of open sessions aligned with major milestones:</p> <p>Workshop #1: Needs and Draft Project / Program List</p> <p>Workshop #2: Review and input on Draft Plan</p>

Citizens' Oversight Committee	Monthly (3 rd Monday)	<ul style="list-style-type: none"> • North, South, West, and Central Planning Areas • Ross Vally Planning Area • Marin County Paratransit Coordinating Council • League Of Women Voters of Marin • Major Marin Employers • Bicyclist & Pedestrian Groups • Environmental Organizations • School Districts • Taxpayer Group 	<p>4 presentations focused on:</p> <ol style="list-style-type: none"> 1. Purpose & Context 2. Vision & Strategies 3. Project List Prioritization 4. Draft Plan
Bicycle & Pedestrian Advisory Committee	As Needed	<ul style="list-style-type: none"> • Ross Valley • Novato/Northern Marin • San Rafael • Corte Madera/Larkspur • West Marin • Southern Marin 	<p>4 presentations focused on:</p> <ol style="list-style-type: none"> 1. Purpose & Context 2. Vision & Strategies 3. Project List Prioritization 4. Draft Plan

CTP Ad-Hoc Committee

TAM is convening an ad-hoc Board Committee specifically to focus on the CTP. Members include:

- Brian Colbert, Town of San Anselmo Council Member
- Stephanie Moulton-Peters, County of Marin Supervisor, District 3
- Dennis Rodoni, County of Marin Supervisor, District 4
- Kate Colin, City of San Rafael, Mayor
- Rachel Farac, City of Novato, Council Member

Engagement with the CTP Ad-Hoc Committee will include:

1. Individual interviews with each member to gain top-of-mind thoughts on the County's transportation needs and priorities.
2. Two group meetings consisting of a presentation followed by a discussion period. The meetings will be scheduled to discuss (first meeting) transportation priorities and (second meeting) top-level projects to be included in the CTP.

CTP Technical Advisory Committee

The stakeholder engagement process will include the formation of a Technical Advisory Committee (TAC). TAC members will be selected based on their ability to provide a range of background knowledge on Marin County's transportation landscape. The TAC will meet up to 6 times to review findings and gather technical expertise and advice for the development of the CTP following the cadence of the project themes described above.

TAC members will be provided with a toolkit containing an educational slide deck and informational materials, tailored to enable TAC members to deliver informed and impactful presentations about the project to their organizations.

Proposed TAC member agencies and/or organizations are presented in the following table:

Organization	Representative
Marin Managers Association	Adam Wolff
	Ariel Espiritu Santo
	Jessica Deakyne (Alternate)
Marin Public Works Association	Andrew Poster
	Farid Javendal
Marin County Planning Directors	Jeremy Tejran
	Renee Nickenig
	Elise Semonian (Alternate)
County Health & Human Services	Carrie Sager
Marin County Parks	Kevin Wright
Marin Transit	Cathleen Sullivan
Sonoma Marin Area Rail Transit	Emily Betts
Golden Gate Transit	Ron Downing
Metropolitan Transportation Commission	Adam Noelting
Marin County Office of Education	Julian Jeffries
California Department of Transportation	Orlando Ramirez

CTP Equity Working Group

As part of the CTP, TAM will convene an Equity Working Group. Up to five equity working group presentations will be facilitated by the project team. Representatives from the following CBOs are recommended for inclusion:

Organization	Focus	Representative
Multicultural Center of Marin	Equity	Lisa Bennett
Marin Villages	Aging and Disabled	TBD
Coast Miwok Tribal Council	Tribal	TBD
Marin Center for Independent Living	Aging and Disabled	Eli Gelardin
Marin City	Marin City	Christina Junker
Canal Alliance	Canal	Aaron Burnett
West Marin Community Services	West Marin	Socorro Romo
North Marin Community Services	North Marin	Cheryl Paddock
West Marin Fund	West Marin	Sarah Hobson
Novato Federation of Teachers	Teachers/Workers	Mariah Fisher
Marin Youth Commission	Youth	Sonia Saltzman
Federated Indians of Graton Rancheria (Alternate)	Tribal	TBD

Presentations to and Participation in Outside Committees

TAM staff regularly or on an as-requested basis participates in committees and working groups of Marin County municipalities and agencies, as shown in the following table. Where appropriate, TAM staff will keep those committee members up-to-date on the CTP and solicit feedback.

Organization/Agency	Proposed Activities
Marin Transit	TAC meetings
GGBHTD	TAC meetings
SMART	TAC meetings
MTC	TAC meetings
Caltrans	TAC meetings
MCEP	Report-back communication through TAC members
MWPA	Direct meetings with MWPA staff.
MPWA	TAC meetings

Marin County Planning Directors	Report-back communication through TAC members
National Park Service	Focus group, as-needed
California State Parks	Focus group, as-needed
Golden Gate National Recreation Area	Focus group, as-needed

Outreach to Additional Organizations

Outreach to other key stakeholders (those not already covered by committee presentations, Equity Working Group, etc) will be accomplished via the following strategies:

Focus Groups

TAM will conduct a series of four focus group sessions, each designed to engage with distinct segments of the community. These sessions will offer an opportunity for in-depth discussion, enabling the collection of qualitative insights that are crucial to understanding the unique needs and expectations of each group. A member of the engagement team (either TAM or consultant staff) will facilitate these sessions to ensure the discussions remain focused and productive.

- Recruitment and Selection:** Focus group participants will be recruited from representatives of community-based organizations who have trusted relationships with their constituents and can offer valuable insights into the needs, aspirations, and challenges. The team will reach out to representatives, explaining the purpose of the focus groups, the types of perspectives sought, and how the discussions will contribute to the CTP. Stipends will be offered to incentivize participation.

The final selection of participants will strive to represent the diversity within Marin County, ensuring voices from different ages, backgrounds, and experiences are included.

Once the participants have been selected and the focus groups are scheduled, a confirmation will be sent to each participant with instructions to join and a reminder of the time/date and subject of discussion. An additional reminder will be sent closer to the date of the session.

Should any other support be required to encourage participation, this will be assessed on a case-by-case basis.

- Focus Group Topics:**
 - Community needs and challenges
 - Priorities, preferences and improvements
 - Mobility and accessibility
 - Mode shift and emerging transportation technologies
- Event Logistics:** Focus group sessions will be held virtually via Zoom and scheduled at varying times and days of the week to accommodate different schedules and maximize participation. Once participants have been identified, they will be contacted with a selection of possible dates and times, allowing them to choose the most convenient option.

Each focus group will consist of approximately 8-12 representatives to foster a comfortable environment for meaningful conversation. Each session will last about 60 minutes to allow sufficient time for participants to express their views and engage in substantive discussions on behalf of their constituents. The facilitators will use a semi-structured approach, using guiding questions while allowing the conversation to evolve organically to uncover deeper insights. A discussion guide will be prepared with a set of key questions to be discussed during the meeting and distributed to participants several days in advance.

CTP Roadshow Presentations

“CTP Roadshow” presentations will comprise a series of simple and engaging presentations designed to dovetail into the regular meetings of local agencies and community organizations. These presentations will be scheduled and conducted by TAM staff.

The following collateral will be developed by the engagement team to support any additional presentations:

- **PowerPoint Presentation** featuring engaging visuals and key bullet points about the CTP. Will include a calendar of planned outreach activities.
- **Optional Handouts** featuring a brief overview of the CTP process and engagement opportunities. Can be provided digitally to participants via email.

Email Outreach

TAM’s mailing list will be used to reach additional CBOs and stakeholders not targeted for focused outreach, as well as follow-ups and updates all stakeholders. Several rounds of e-blast updates are planned to accompany key milestones.

One-on-One Meetings

One-on-one meetings with elected officials and significant stakeholders may be scheduled to gather important individual perspectives and facilitate greater collaboration. These meetings will be conducted in a confidential setting.

Phone Interviews

In situations where an organization’s unique perspective is needed but participation in a focus group or presentation is not feasible, brief phone interviews could be scheduled as a flexible method of collecting input and allowing representatives to share their thoughts and suggestions without requiring a significant time commitment.

CBOs Prioritized for Outreach

The team will develop a list of CBOs and other well-organized groups that will receive focused outreach. A more comprehensive list will be assembled to receive information about CTP efforts via TAM’s mailing list.

PUBLIC OUTREACH AND ENGAGEMENT

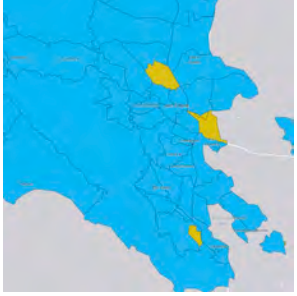
Public outreach for the CTP and CBTP is geared towards recognizing and understanding the complex transportation issues and priorities that exist within Marin County. The following strategies seek to actively engage county residents, businesses, and community leaders, as well as advocacy organizations in the planning process.

Key Communities and Geographic Areas

The following section describes key groups and regions that will be the focus of targeted outreach efforts.

Equity Priority Communities based on Geography

The engagement process will place special emphasis on reaching and engaging Marin County’s Equity Priority Communities (EPCs), as defined by MTC. Targeted outreach to EPCs will ensure that their unique perspectives and needs are given adequate consideration in the planning process.

	Community	Census Tracts
	Marin City	129000
	San Rafael	112201 112202 108200

While the MTC definition serves as a good starting point for identifying EPCs, Equity Working Group (EWG) members may be able to provide more in-depth understanding of local circumstances that may not be fully captured by MTC’s broader criteria. As such, the EWG may consider refining and potentially expanding this definition.

Small Low-Income Neighborhoods and Affordable Housing Complexes

Based on preliminary research into the distribution of low-income and affordable housing in Marin County, several smaller micro-communities have been identified that may warrant additional outreach efforts. These often-overlooked communities likely have unique needs and insights into transportation gaps or areas of improvement in their communities. The following communities are recommended for targeted outreach via pop-up tabling:

- Pilgrim Park Apartments (Merrydale Ave)
- Woodland Gardens / Park Apartments (Woodland Ave)
- Forest Knolls Trailer Court

Agricultural Workers

Acknowledging the significant presence and contribution of agricultural workers in West Marin, unique strategies are proposed to reach this population. Many of these individuals are seasonal workers who may face unique transportation challenges due to the remote locations of their workplaces and residences or a lack of public transit options.

Outreach efforts will focus on connecting with these workers at community gathering spots and through partnerships with local agricultural businesses and organizations. These efforts will take into account language barriers, ensuring bilingual resources are available to facilitate meaningful engagement. The following organizations may have in-roads with this community and are identified for possible outreach:

- Marin County Farm Bureau
- United Farm Workers (UFW)

Tools and Tactics

To promote broad and inclusive public engagement, TAM will employ a range of tools and tactics designed to provide multiple avenues for public participation.

Online Survey

The team will develop an online survey using the Alchemer platform. The focus of the survey will be to identify the barriers Marin County residents face in accessing jobs, schools, parks, and healthcare facilities as well as the potential need for enhanced transportation solutions.

Care will be taken to ensure the survey is clear, concise, and user-friendly, with an estimated completion time of no more than approximately 5 minutes. All questions will be framed to eliminate bias and to maintain the privacy of respondents. Open-ended questions will be designed to elicit insightful, narrative responses that could shed light on specific areas for improvement.

For developing the survey, we will rely heavily on previous surveys and polling done for the Strategic Vision Plan and Expenditure Plan, the Marin Commutes survey, TAM 101 Interchanges Survey as well as questions from the previous CBTPs. When available, we will rely on available data and ask updated questions to gather longitudinal trends such as transportation priorities, mode use, etc.

The survey will strive to identify travel barriers, areas of concern or improvement, and solicit feedback and suggestions for system improvement from participants. Additionally, the survey will strive to fill gaps that have been left unexplored in past engagement efforts. These include:

- **Mode Shift Attitudes:** Past surveys have not deeply examined people's attitudes towards mode shift, i.e., changing from personal vehicles to public transit or active modes like biking and walking. This survey will probe these attitudes and address challenges associated with transitioning to different modes.
- **Emerging Mobility and New Technologies:** The survey will ask questions designed to measure residents' awareness and willingness to try new mobility technologies (for example, autonomous shuttles).
- **Post-COVID-19 Travel Patterns:** The survey will reassess post-pandemic travel and remote work patterns, attitudes, and priorities.

Accessibility accommodations will be made for those who need it, including providing the survey and promotional materials in Spanish and additional languages upon request, as well as alternative formats such as large font versions for visual accessibility.

To ensure the survey reaches those who may not have easy access to digital tools or prefer traditional methods, paper copies of the survey will also be made available. These will be primarily distributed at community pop-up events and can also be made available upon request.

Community Pop-Up Events

Six community pop-up events will be conducted at various accessible, high-traffic locations throughout Marin County. The timing of these events will coincide with peak footfall hours, maximizing community participation. Pop-up tables will be used to showcase preliminary plan elements, answer questions, gather community input, and raise awareness about the planning process.

In addition to high-traffic community areas, several pop-up events will be planned for low-income neighborhoods in San Rafael that may have been underrepresented in past engagement efforts. Permits and permissions will be acquired as necessary to ensure all events comply with local regulations and guidelines.

The following table lists possible locations for community pop-up events. Final decisions and scheduling will be made later based on venue availability and geographic distribution.

Possible Location	Community
Marinwood Park	San Rafael
Pickleweed Park & Albert J. Boro Community Center	San Rafael (Canal Area)
Multi Cultural Center of Marin (Food distribution on Saturdays 7am – 9:30am)	San Rafael
Mission San Rafael Arcángel Catholic Church	San Rafael
Anthem Church	San Rafael
Woodland Park Apartments	San Rafael
Marin City Health Clinic	Marin City
Hamilton Community Park	Novato
North Marin Community Services - Food Pantry Tuesdays between 1 – 3pm	Novato
Pilgrim Park Apartments	San Rafael (Merrydale Ave)
TAM House Apartments* Senior Living	San Anselmo
Rocky Graham Park	Marin City
Forest Knolls Trailer Court	Forest Knolls
San Geronimo Community Center (Food pantry on Thursdays, 11am-2 pm)	Western Marin County

West Marin Youth Soccer League	Western Marin County
West Marin Community Services (Food pantry Monday, Wednesday, Friday 9am-1pm, Tuesday and Thursday 12-4 pm)	Western Marin County

Interactive Components

To engage attendees and facilitate the collection of quality feedback, pop-up booths may feature a variety of interactive elements:

- **Feedback Walls:** Large posterboard maps of Marin County will be set up. Attendees will be encouraged to write on post-it notes with their feedback, concerns, ideas, or suggestions and stick them on relevant areas of the map.
- **Live Polls:** Digital engagement will be facilitated through iPad kiosks or QR codes printed on informational materials. In addition to providing a convenient way to access the Online Survey, these tools can be used for live polls about local transportation issues, allowing real-time feedback and allowing participants to see the collective opinions of their fellow residents.
- **Activities for Children:** Pop-up booths will feature activities for younger attendees. For example, a drawing activity where children are invited to sketch their 'dream street' or a simple interactive transportation quiz with prize giveaways.

Invitational and Promotional Activities

Promotion of the pop-up events will be executed through organic social media posts and email updates through TAM and partner organization’s email distribution lists.

Social media advertising offers powerful tools for public engagement. For the CTP outreach, TAM can leverage this potential by launching a two-pronged social media advertising strategy incorporating a broad countywide campaign in addition to a separate equity campaign targeting Marin County seniors and residents in equity priority zip codes. The campaign, outlined in the table below, will aim to drive participation in the online survey, thereby enabling a diverse cross-section of the Marin County community to provide input into the CTP.

	Broad Campaign	Equity Campaign
Content	Survey call-to-action	Survey call-to-action with sub-campaigns targeted to specific demographics
Targeting	Marin County residents (based on location settings)	Seniors 65+ Equity Priority Zip Codes
Duration	January – February (survey period to accompany the needs assessment milestone)	January – February (survey period to accompany the needs assessment milestone)

Demographic information collected from the survey will be monitored to ensure that equity priority groups are adequately represented. If the response data indicates that these groups are underrepresented, the team will be prepared to adjust the strategy accordingly, for example, by shifting a proportion of the remaining advertising budget toward the equity campaign.

Media Relations

Media relations will play an important role in increasing the awareness of the CTP project and associated engagement opportunities. A press release will be drafted and distributed to local news outlets to announce the launch of the online survey and highlight upcoming engagement opportunities. This press release will detail the purpose of the CTP, its potential impact, and the significance of public participation. It will feature quotes from TAM leadership emphasizing the importance of community input in shaping the plan.

The following is a list of community newspapers recommended for distribution of the press release. For enhanced penetration into their readership, the engagement team may consider purchasing a suite of digital newspaper ads for certain publication websites.

Publication	Area of Focus
Marin Independent Journal	Countywide
Marin Post	Countywide (user-generated format)
The Ark	Tiburon Belvedere Strawberry
Novato Advance	Novato
Sausalito Marinscope	Sausalito
Mill Valley Herald	Mill Valley
San Rafael News Pointer	San Rafael
North Bay Business Journal	Marin and Sonoma

TAM Website Updates

A suite of content will be developed for TAM's website, featuring information about the engagement process for the CTP and a link to the online survey. This will include an engaging homepage blurb and a new project page under the "Planning" section of the website with more detailed information. The project page will be periodically updated to reflect new announcements, upcoming events and engagement opportunities, and to host materials such as fact sheets and archived presentations.

All web content will include a prominent call-to-action to encourage visitors to sign up for updates via TAM's mailing list. For users preferring more traditional means of communication, a dedicated phone number, email address, and mailing address for will be provided to collect feedback and questions.

Supplemental Informational Materials

The effective dissemination of information is pivotal to the success of the CTP. To facilitate this, a variety of supplemental informational materials will be developed and distributed. These materials aim to keep the public updated on the progress of the CTP, provide avenues for public feedback, and raise awareness about the planning process.

- **Social Media:** Event announcements and online survey prompts will be shared across TAM's existing social media platforms. The engagement team will prepare a suite of social media content, including copy, graphics, and a posting schedule.
- **E-Mail:** The engagement team will prepare a suite of content for the TAM Traveler newsletter for email subscribers, featuring calls-to-action to take the Online Survey and updates on upcoming engagement opportunities.
- **Partner Toolkit:** A digital toolkit will be created for agency partners and CBOs. It will include pre-written social media posts and email newsletter content featuring links to the online survey, event details, digital flyers, and other promotional materials that these organizations can share with their constituents.
- **Presentation Slide Deck:** A PowerPoint slide deck will be prepared for community presentations. This deck will detail the CTP's goals, progress, and ways to get involved.
- **Comment Cards:** Physical comment cards will be printed and distributed at pop-up events and other local gatherings, providing a simple way for attendees to provide feedback, suggestions, or raise questions about the CTP.
- **Posterboards:** The engagement team will develop several 24x36 inch posterboards to be displayed at pop-up events and other physical gatherings. These posterboards will include educational displays with appealing, easy-to-understand information about the CTP and how to get involved, as well as interactive displays such as maps to solicit feedback via stickers or post-it notes.

As appropriate, informational materials will be translated into Spanish, and any other languages needed based on requests or identified needs.

TRACKING AND REPORTING

Airtable Comment Database

Maintaining a well-organized record of public feedback is important to support TAM's commitment to transparent and inclusive decision-making. All comments received through various channels will be tracked and managed via a custom Airtable base shared with the project team. The comment tracking system will serve as a central repository for all public input. Each comment will be logged with pertinent details such as the date received, source (e.g., online survey, focus group, pop-up event), and the commenter's demographics or community, if disclosed.

Each comment will be tagged with one or more keywords or themes based on its content (*e.g. accessibility, public transit, cycling infrastructure, etc.*). The database will be regularly updated and reviewed to keep a pulse on public sentiment and emerging themes. Trends and patterns identified from this database will help TAM understand community priorities and concerns, informing the development and refinement of the CTP.

Community Engagement Report

At the conclusion of the outreach phase, the engagement team will prepare a detailed Community Engagement Report. This document will capture the breadth and depth of the public outreach conducted, offering a comprehensive view of community engagement efforts and insights gleaned from them. The report will include:

- **Summary of Outreach Activities:** This section will detail the various tools and tactics utilized in the engagement process, from focus groups and pop-up events to the online survey and social media advertising campaign. For each method, the report will include key performance metrics (for example, attendees, survey completions, social media views, email recipients, etc.).
- **Summary of Public Input:** Drawing from the data captured by the online survey and comment tracking system, a thorough summary and analysis of the public's input will be provided. This section will present major themes and concerns and highlight specific suggestions or feedback provided by the community.

Demographic Analysis: The report will include a breakdown of participation across various demographic categories, gathered from optional demographic questions, including geography, age, gender, race/ethnicity, and income.



DATE: September 28, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Derek McGill, Director of Planning

SUBJECT: Approval of Marin County's Project List for Plan Bay Area 2050+ (Action), Agenda Item No. 8

RECOMMENDATION

The TAM Board authorizes staff to submit Marin County's Plan Bay Area 2050+ Project Submittal List (Attachment B) to the Metropolitan Transportation Commission (MTC) for consideration in MTC's Plan Bay Area 2050+.

BACKGROUND

Every four years, MTC and the Association of Bay Area Governments (ABAG) are required to develop and adopt a Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). The last RTP/SCS, known as Plan Bay Area 2050, was adopted in November 2021, and MTC is currently in development of its update, known as Plan Bay Area 2050+.

As the County Transportation Agency (CTA) for Marin County, TAM is required to coordinate with MTC on the development of the RTP/SCS and to submit projects on behalf of Marin County. TAM has submitted projects into the RTP since TAM's creation with submittals in 2008, 2012, 2016, 2020, and now in 2023.

Transportation projects in the RTP are included in air quality conformity requirements for the region, allowing projects to become eligible for state and federal funding. Separate, future actions would be needed to program or allocate funding to projects.

DISCUSSION/ANALYSIS

MTC has proposed Plan Bay Area 2050+ as a "limited and focused" update to the significant effort in developing Plan Bay Area 2050. In keeping with this limited focus, the plan will update key assumptions, including project costs and schedule, land use and employment forecasts, and implementation plan information. Plan Bay Area 2050+ will not contain an update to the Regional Housing Needs Allocation (RHNA) process, which occurs on an 8-year cycle.

MTC is also in development of a concurrent and parallel planning effort, Transit 2050+, a comprehensive re-thinking of the transit strategies of Plan Bay Area 2050 that will feed into the transportation element of Plan Bay Area 2050+. Due to the changes in commute patterns from the pandemic, significant reductions in anticipated revenue through 2050 compared to the prior Plan, and the challenges posed by the region's fragmented transit system (as identified in MTC's Transit Transformation Action Plan), MTC is proposing a more comprehensive update to the region's transit related strategies for Plan Bay Area 2050+.

Staff is closely monitoring the Transit 2050+ effort and working with MTC and local transit operators to understand how this effort can advance local transit recovery efforts. Planning efforts that TAM is coordinating or monitoring in this area include the US 101 Bus on Shoulder project, transit coordination needs, transit priority on local roadways, and regional transit connections and service plans. Transit Operators may also advance projects through this effort as well as through the TAM coordinated process.

Project List Development

To update the project assumptions in Plan Bay Area 2050+, in June 2023 MTC staff requested CTAs update existing project information in the plan. In July, MTC staff requested CTAs to submit “new” projects to the plan by September 29th, recognizing that revenues are expected to decrease in this plan update and project needs are expected to exceed available revenues.

Projects required to be included in the plan performance analysis are capacity increasing projects or projects that exceed \$250+ million in costs. Historically, there have been limited projects that meet that definition in Marin County, and most local jurisdiction projects are considered exempt. These exempt projects are included within programmatic categories that allow access to regional, state and federal funding.

TAM staff has worked with local jurisdictions and transit agencies related to Bipartisan Infrastructure Law (BIL) and federal funding opportunities and used this existing process to develop an initial list of candidate projects and confirm any additional projects required to be included in Plan Bay Area 2050+. Based on these communications, staff has developed the list of projects included as Attachment B. This list was shared with MTC staff preliminarily, and TAM Board approval is being sought now in order to finalize the list by MTC’s deadline.

Once CTAs have submitted project lists, MTC will work to develop a draft transportation element of Plan Bay Area 2050+ containing projects and strategies for the transportation system, in coordination with CTAs and project sponsors. The transportation element of the plan is required to be fiscally constrained, fitting within reasonable anticipated transportation revenues over the life of the plan. MTC has not provided a fiscal estimate for each county, as has been provided in previous plans.

FISCAL CONSIDERATION

Plan Bay Area 2050+ does not program or allocate funding. However, transportation projects are required to be included in the plan to meet federal funding requirements and California Environmental Quality Act (CEQA) requirements related to air quality for the region, allowing projects to become eligible for regional, state and federal funding. Approval of the project list does not impact TAM’s FY2023-24 budget.

NEXT STEPS

After Board approval, staff will continue to work with MTC on the development of the transportation element of the plan (including both projects and strategies). A revision to this list will occur in winter 2024, to fit within the forecast of available revenues. Staff will report back to the Board any changes to the approved list of projects. MTC is expected to develop a preferred draft scenario for the plan by November 2024, and complete the plan update the following year.

ATTACHMENTS

Attachment A – Staff Presentation
Attachment B – Marin County Plan Bay Area 2050+ Project Submittal List



Item 8 - Attachment A

Plan Bay Area 2050+ Marin County Projects

Transportation Authority of Marin
Board of Commissioners

September 28, 2023

MTC/ABAG's Plan Bay Area 2050+

- Federal and state law require that MTC/ABAG update Plan every four years, with the next deadline in Fall 2025
- Two concurrent planning efforts underway:
 - Plan Bay Area 2050+: A **limited and focused** update to Plan Bay Area 2050, with no Regional Housing Needs Allocation (RHNA) process required
 - Transit 2050+: A service-oriented, fiscally constrained transit network plan for the nine county Bay Area
- Plan Bay Area 2050 envisioned a robust, connected transit network, but the changes in commute patterns and reduction in anticipated revenue requires a comprehensive update via Transit 2050+

Plan Bay Area 2050+:

Responsible for targeted refinements to the plan's 29 strategies unrelated to transit

Plan Bay Area 2050+



Transit 2050+:

Responsible for a comprehensive reimagining of the plan's six transit-oriented strategies

Transit 2050+



PBA 2050+ Overview

- MTC expecting to develop a preferred scenario by Nov 2024, adoption in Nov 2025
- Projects and Strategies across 4 plan elements
- Historically, most Marin County projects fall into “programmatic categories” and are exempt from extensive project performance assessments and benefit/cost calculations
- No new PDAs identified in Marin County
- Multiple new Priority Site nominations advanced



- **Transportation** Strategies
- **Housing** Geographies & Strategies
- **Economic** Geographies & Strategies
- **Environmental** Strategies

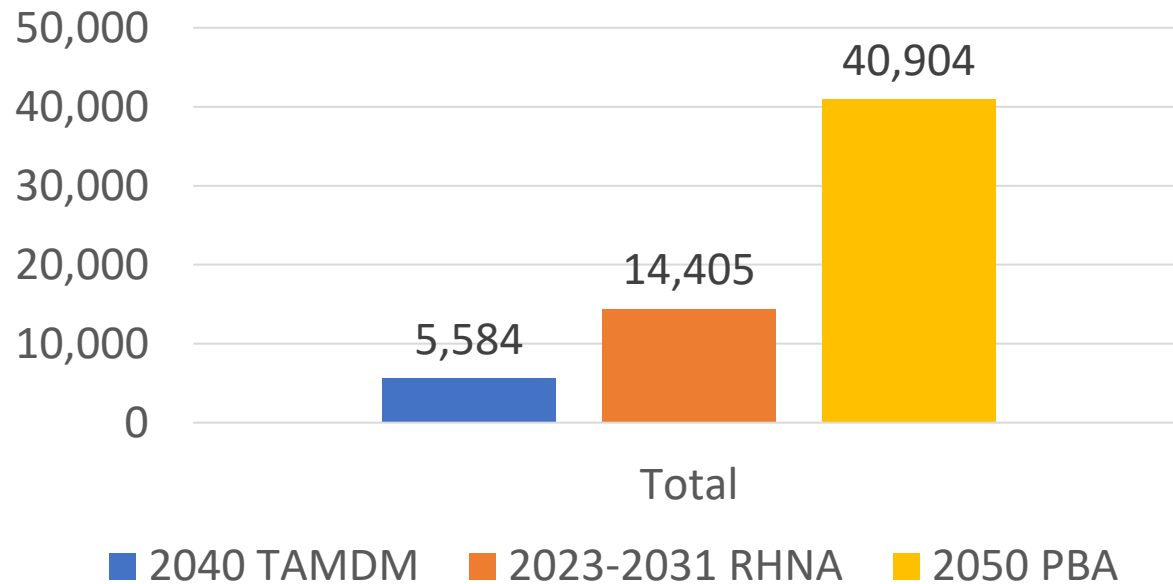
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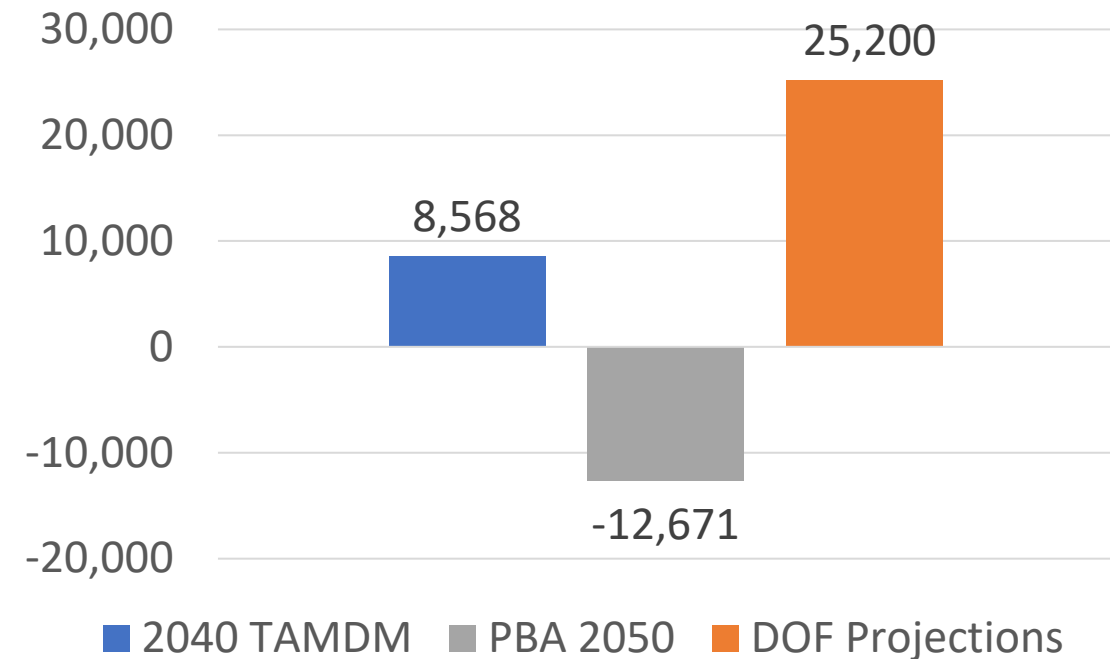
Previous Forecasts of Housing and Jobs

- MTC will be updating Plan Assumptions
- Growth Forecasts influence Planning assumptions, including Travel Models and CTP

Marin County Household Growth Forecast



Marin County Job Growth



Transit 2050+

- PBA 2050 has \$406B in Transit Strategies
- Transit 2050+ Draft Goals
 - Develop an integrated, well-connected transit network
 - Recover and grow transit ridership and mode share
 - Improve the reliability and average travel speed of transit service
 - Reduce barriers to using transit
- Transit Operators may submit projects through Marin County Call for Projects, or have concepts advanced in Transit 2050+
- Staff is coordinating closely with Transit Operators on this effort



PBA Project List Development

- Staff worked with Public Works and Transit Operators to develop list
- June – Updates of existing projects submitted to MTC
- September – New Capacity increasing Projects or Projects over \$250M need to be evaluated for project performance
 - Historically, very few projects meet this definition for Marin County
 - Required for Federal Funding process and CEQA analysis
 - Extensive cost/benefit analysis
- New Transportation Projects submitted include:
 - Countywide Signal Upgrades
 - Transit Enhancements to meet PDA and Priority Site designations (placeholder)

Programmatic Categories

Vast Majority of Marin Projects are included in General Categories of Exempt Projects:

- Active Transportation Projects
- Intersection Improvements
- Road Rehab and Repair
- Bridge Replacements
- Streetscape Improvements
- Minor Transit Capital
- Safety Improvements

These projects (and other non-capacity increasing projects) are included in the plan and can all access Regional, State and Federal Grants



Existing Projects in Plan

- Significant investment list in plan currently
 - San Rafael Transit Center
 - GGBHTD Ferry Service Frequency Boost, New Ferry Vehicle, Express Bus Service Expansion
 - US 101/580 Multimodal & Local Access Improvement Project
 - Richmond San Rafael Bridge Post Pilot Reserve
 - Richmond San Rafael Bridge Access Improvements
 - US 101 Part Time Travel lane
 - US 101 Marin Sonoma Narrows
 - Novato Boulevard Measure A Major Road Project (adds lane)
 - SR-37 Interim and SLR Resilience Projects



Resilience Projects



- Plan Bay Area 2050+ will include a Resilience Projects List envisioned to focus primarily on sea level rise (SLR) adaptation projects
- MTC/ABAG/BCDC SLR Adaptation Funding and Investment Framework Inventory used as the basis for the plan element
- Resilience Projects are included as part of the Environmental Plan Element, and not required to fit within reasonable anticipated revenues
- TAM and local agency staff have reviewed the SLR Inventory proposed and have no additional projects

Next Steps

- Board Action Requested to submit the project list to MTC
- Staff to coordinate on Marin County Project List, Transit 2050+ planning, and development of Revenue Forecasts
- MTC to develop Draft Transportation element, expected in winter/spring
- Preferred Scenario approved by MTC in November 2024



Questions?

Thank you!

Derek McGill, Director of Planning

Transportation Authority of Marin

dmcgill@tam.ca.gov

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Marin County Plan Bay Area 2050+ Project Submittal List
September 28, 2023

Project Name	Project Sponsor
<i>Existing Major Projects - Transportation</i>	
US 101/I-580 Multi-Modal & Local Access Improvement Project	TAM
Bus on Shoulder on Highway 101; Novato to San Rafael	TAM
Marin-Sonoma Narrows	TAM
Corridor & Interchange Improvements US-101 Marin County	TAM
Ferry Service Frequency Boost GGBHTD Larkspur-San Francisco	GGBHTD
Golden Gate Ferry: New Vessel	GGBHTD
Express Bus Service Expansion GGBHTD	GGBHTD
Larkspur Ferry Parking Garage	GGBHTD
San Rafael Transit Center Relocation	GGBHTD
Novato Boulevard (New Arterial Lane)	Novato
Richmond San Rafael Bridge Post Pilot Reserve	MTC
Richmond-San Rafael Bridge Access Improvements	MTC
State Route 37 Interim Project	MTC
<i>Existing Major Projects - Environmental</i>	
Sea Level Rise Adaptation Infrastructure SR-37	MTC
I-580/US-101/SMART Marin Resilience Project	TAM
<i>New Projects</i>	
Transit Frequency Increase and Enhancements to PDAs and Priority Sites	TAM
Countywide Signal Upgrade	TAM
Sea Level Rise Adaptation Funding and Investment Framework Inventory	MTC/BCDC

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DATE: September 28, 2023

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
David Chan, Director of Programming and Legislation

SUBJECT: Presentation on Transportation Funding 101 (Discussion), Agenda Item No. 9

RECOMMENDATION

For discussion only.

BACKGROUND

Transportation projects and programs are funded by many sources, including local, regional, state, federal, and even occasional private sources. In Marin, most of the funds collected or distributed from regional, state, or federal agencies for transportation projects and programs are generated from sales taxes, gas taxes, and user fees, which are then designated to specific projects and programs.

Some funds are formulaic in nature so they are distributed to local agencies by established formulas, ensuring a predicated amount to each eligible local agency. Other funds are distributed through competitive grant programs based on specific criteria sought by the fund administrators. It is imperative for local agencies to keep informed of transportation funding opportunities from all sources.

DISCUSSION/ANALYSIS

Staff will provide a broad overview of transportation funding from the various sources and considerations in seeking funds made available by local, state, and federal agencies. The presentation will provide context to funds that are available today and ways to increase chances of securing those funds. Lastly, the presentation will discuss trends in integrating what seems to be unrelated areas into transportation funding.

FISCAL IMPACTS

There are no fiscal impacts associated with this presentation.

NEXT STEPS

None.

ATTACHMENT

Attachment A – PowerPoint Presentation

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Item 9 - Attachment A

Transportation Funding 101

Transportation Authority of Marin
Board of Commissioners

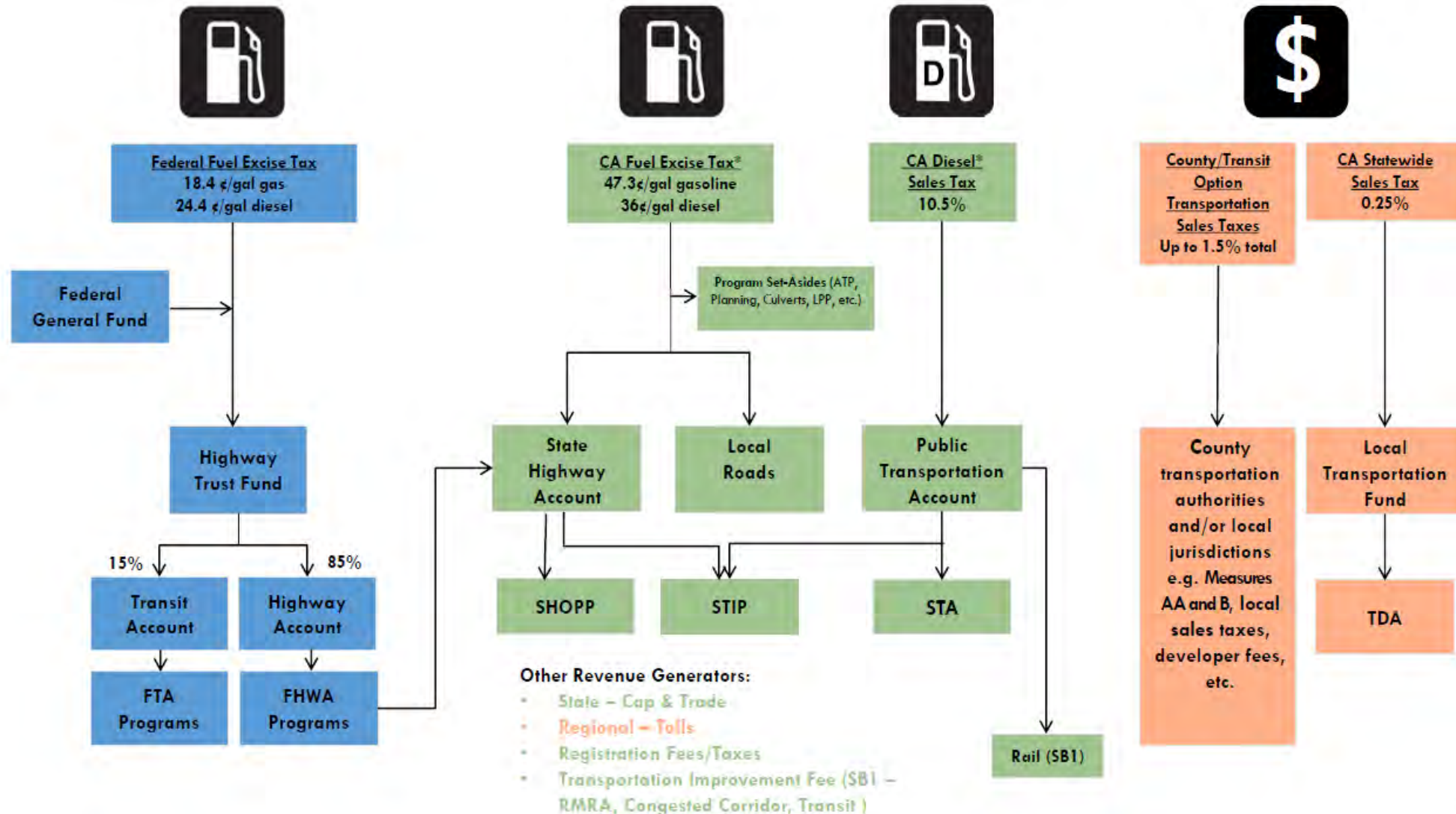
September 28, 2023

Transportation Funding

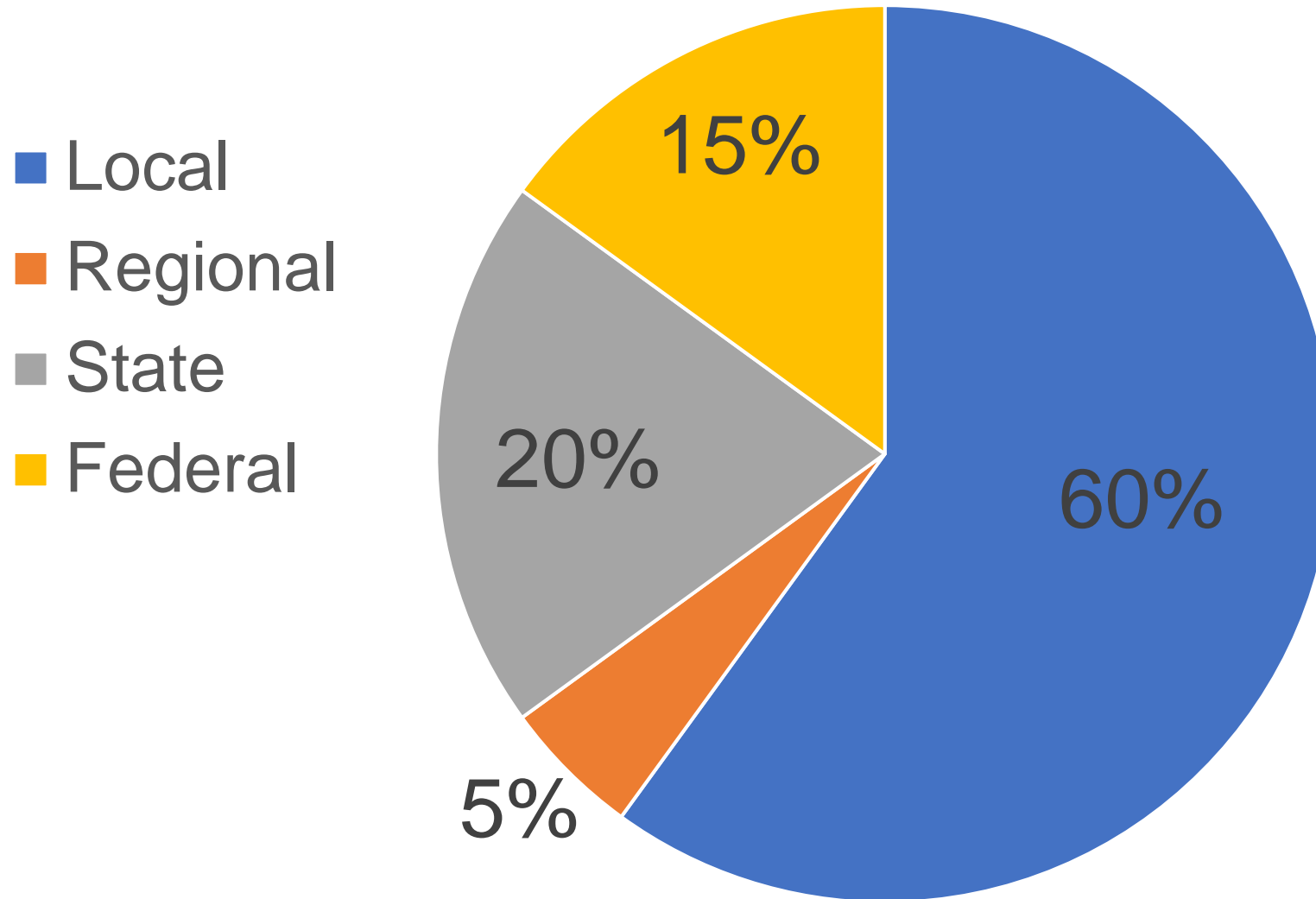
Transportation funding can be very confusing – why?

- Sources – federal, state, regional, local, private
- Agencies – CTC, STA, MTC, DOT, FHWA, etc.
- Acronyms – STIP, TIP, SHOPP, SB1, STP, CMAQ, etc.
- Rules – not stagnant, expect changes
- Estimates – constantly fluctuating

Primary Sources of Funding



Funding by Approximate Percentage



- “Inverse Triangle Effect” from the past
- Greater dependency on local funds to maintain not only local assets but state assets, too

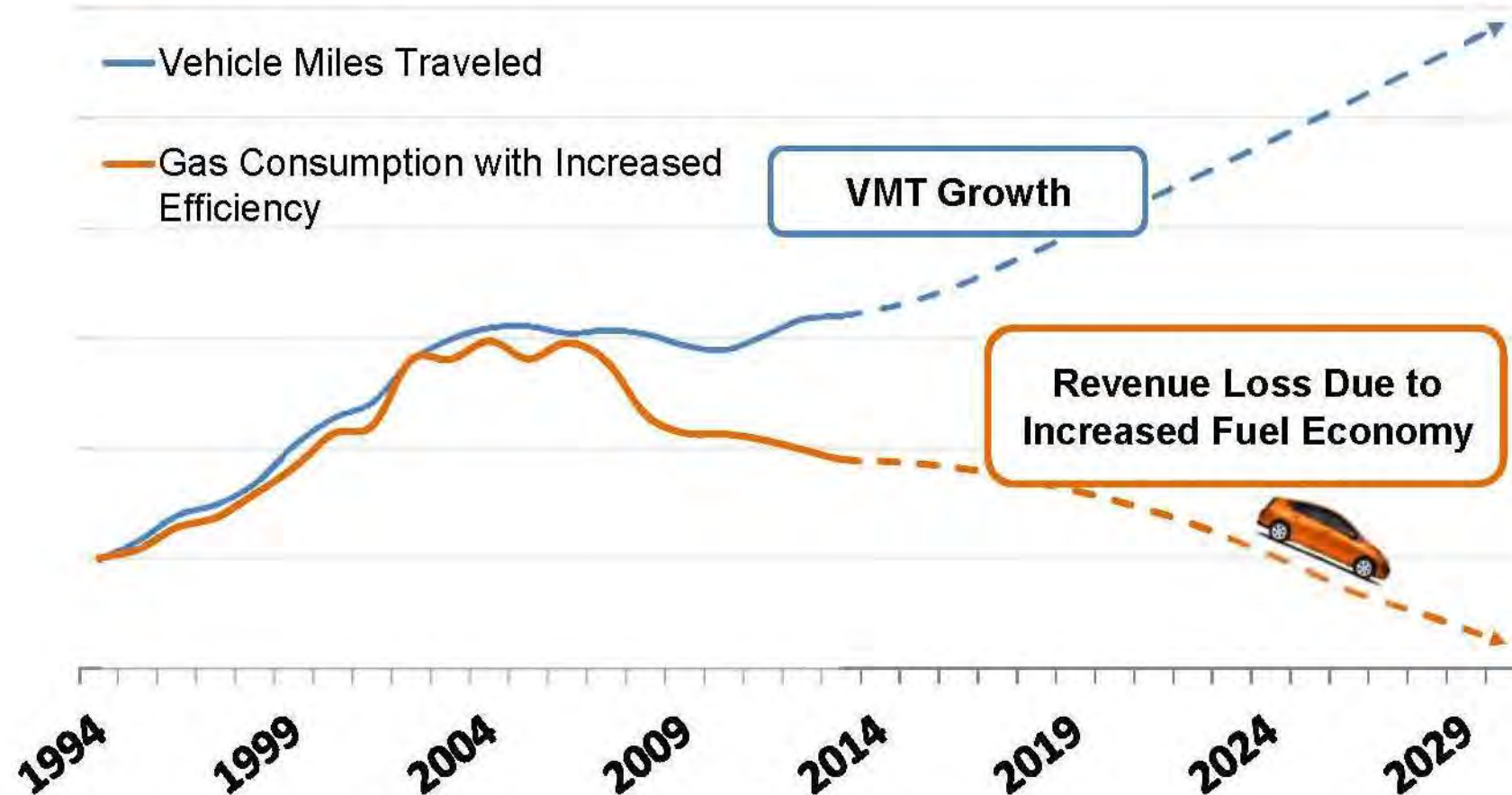
Average Bay Area County

Key Decision-Makers for Transportation Funds

- Decentralized System – no one agency makes all decisions on transportation funds
- Depends on the source and whether the funds are formulaic or competitive

Federal Funds	Federal Highway Administration (FHWA) and Federal Transit Administration (FTA)
	Caltrans
	MTC
State Funds	California Legislature
	California Transportation Commission (CTC)
	California Air Resources Board (CARB)
	Caltrans
	California State Transportation Agency (CalSTA)
	MTC
Regional & Local Funds	MTC and Bay Area Toll Authority (BATA)
	Congestion Management Agencies (CMAs)
	Transit Operators
	City/County Governments

Diminishing Buying Power of Fuel Taxes



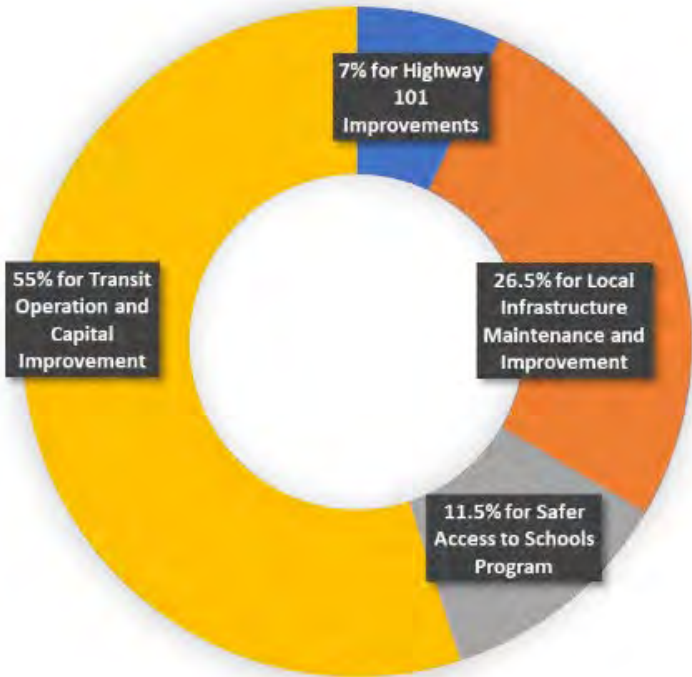
- Fuel taxes at both the federal and state levels are primarily based on per gallon sold
- Not indexed to costs of fuel
- Buying power diminishes over time
- Increases require legislative action
- New models are being studied to close the gap

Major Sources for Marin

- Local
 - Measure A (2004)
 - Measure B (2010)
 - Measure AA (2018) – Extended Measure A
 - City/County Fee
- Regional
 - Bridge Tolls
 - TFCA/TDA
- State – 2017 State Legislature Approved Senate Bill 1 (SB 1)
- Federal – 2021 Congress Approved Infrastructure Investment and Jobs Act (IIJA)

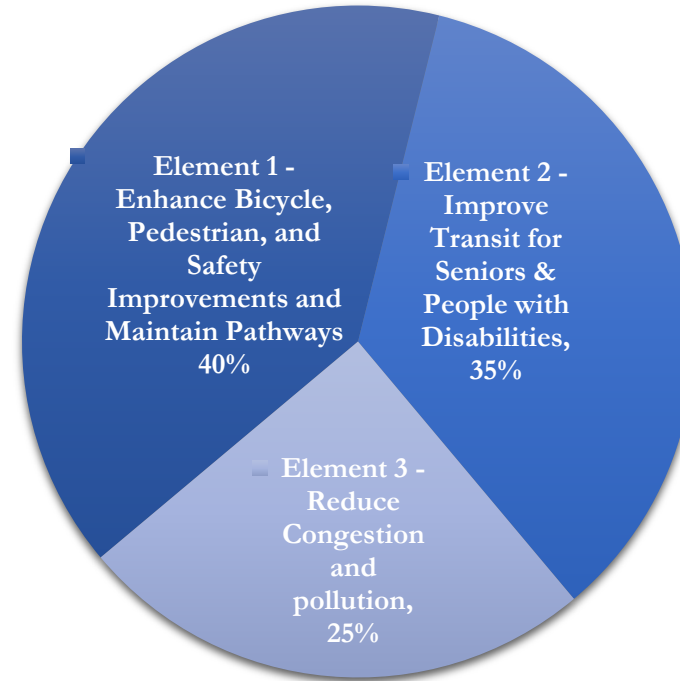
Local – “Bread and Butter” for Annual Expenditures

Measure AA



- Started collecting funds in 2005 as Measure A
- Current collection: approx. \$35.5 million
- Amount of funds collected annually generally mirror the strength of the economy
- Approx. 83% Formula, 17% Discretionary
- Expires 2049

Measure B



- Started collecting funds in 2011
- Collects approx. \$2.3 million annually based on # of vehicles registered
- Annual collection is very stable and predictable
- Approx. 75% Formula, 25% Discretionary
- No expiration

State – Road Repair and Accountability Act of 2017 (SB1)

Funding/yr	Program
\$1.9 billion	State Highway Maintenance and Rehabilitation (SHOPP)
\$1.5 billion	Local Street and Road Maintenance and Rehabilitation
\$750 million	Transit Operations and Capital
\$300 million	Trade Corridor Enhancement Program
\$250 million	Solutions for Congested Corridors Program
\$200 million	Local Partnership Program
\$100 million	Active Transportation Program
\$110 million	State Transportation Improvement Program
\$25 million	Local Planning Grants
\$80 million	Parks, Off-Highway Vehicle, Boating, and Ag Programs
\$25 million	Freeway Service Patrol Programs
\$7 million	California University Transportation Research Program

- Increased and stabilized state transportation funds at approximately \$5.4 billion annually, indexed gas tax
- Intended for state and local roads, goods movement, public transit and active transportation programs
- Local Marin jurisdictions receive approx. \$21 million annually for local street and road projects

Federal – Infrastructure Investment and Jobs Act (IIJA)

- IIJA provides a long-term surface transportation reauthorization bill along with substantially increased funding levels through FY2026
- In the Bay Area, formula funds from IIJA are distributed through MTC's One Bay Area Grant (OBAG) Program
- IIJA also substantially expanded competitive transportation grant programs from previous federal authorization

Infrastructure Category	Funding Amount (in Billions)
Surface Transportation	\$639
FAST Act Reauthorization	\$477
Supplemental Funding Portion	\$157
Electric & Low Emission School Buses	\$5
Airports	\$25
Ports and Waterways	\$17
Water Infrastructure	\$91
Broadband	\$65
Power Infrastructure	\$65
Resilience, Western Water Storage & Environmental Remediation	\$71
Transportation Total	\$681
Other Infrastructure Total	\$292
Total	\$973 (over five years)

New Model for Funding Transportation

- Self-Reliance
 - Impositions of county transportation sales tax, vehicle registration fees, developer fees, local transportation sales tax at the city level, etc.
- Leveraging
 - Contributing local funds to attract other funds
 - Aggressively seeking competitive grants and earmarks (when available)
 - When an application is not chosen, seek advice from administrator for improvements and apply again if deemed competitive
- Partnership
 - Developing partnership with state, regional, and other local agencies
 - Educating decision-makers on projects and programs (e.g., fact sheet)
 - Gaining local support from the community
- Performance – Past delivery performance matters!

Example of Leveraging and Partnership

MSN Corridor Program (includes Marin and Sonoma)		
Level	Amount	Funding Source
Federal	\$166 M	SAFETEA-LU, CMAQ, STP, TEA-21, HIP, HBRRP, Earmarks
State	\$443 M	SCCP, Prop 1B, STIP, CMIA, TCRP, SLPP, LPP, Earmarks
Regional	\$120 M	RM3
Local	\$63 M	Marin Measure AA, Sonoma Measure M, and other local funds
	\$792 M	Estimated Total Cost/Funding

Considerations in Applying for Competitive Grants

- Grant criteria (e.g., safety, reducing VMT/GHG reduction, equity, BCA) and overall policy goals
- How well project scope and benefits align with grant criteria
- Project readiness and use deadlines
 - More competitive if environmental phase is complete, project is “shovel-ready,” and has fewer delivery risks
 - Does grant program timeline align with project
- Cost – funds available and local match
- Competitiveness (% of applications funded)
- Time and cost to prepare application (hundreds of staff hours per application; \$35k-\$150k for larger applications)

Trends – Integrating Other Areas into Transportation Funds

Old Emphases

- Congestion Relief
- Travel Time Saving
- Throughput
- Expansion
- Motorists
- Pavement Condition Index (PCI)

New Emphases

- Land Use
 - Priority Development Areas
- Housing
- Climate (GHG/VMT reduction)
- Equity
- Multi-Modalism – bicyclists, pedestrians and transit users
- Safety

TAM Roles

- **Local funds:** administer sales tax and VRF
- **Regional funds:** receive funds in some cases (TFCA); assist with project selection in some cases (OBAG county funds): support or apply for competitive funds (ATP); assist local partners
- **State funds:** receive funds in some cases (STIP, LPP, earmarks); support or apply for competitive funds in other cases (SCCP, TIRCP, etc.); assist local partners
- **Federal funds:** support or apply for competitive funds (RAISE, INFRA, SS4A, etc.); assist local partners
- **Also:** advocate for TAM/Marin interests as regional or state programs are shaped, including legislative advocacy and guidelines development

Questions and Feedback

Thank you!