



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
FUNDING, PROGRAMS & LEGISLATION
EXECUTIVE COMMITTEE

NOVEMBER 13, 2023
2:00 PM

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

MEETING MINUTES

Members Present: Alice Fredericks, Tiburon Town Council
Brian Colbert, San Anselmo Town Council, Committee Chair
Katie Rice, County of Marin Board of Supervisors
Mary Sackett, County of Marin Board of Supervisors
Urban Carmel, Mill Valley City Council

Members Absent: None

Staff Members Present: Anne Richman, Executive Director
Dan Cherrier, Director of Project Delivery
David Chan, Director of Programming and Legislation
Derek McGill, Director of Planning
Grace Zhuang, Accounting and Payroll Specialist
Joanne O'Hehir, Administrative Assistant
Li Zhang, Deputy Executive Director/Chief Financial Officer
Molly Graham, Public Outreach Coordinator
Scott McDonald, Principal Transportation Planner

Chair Colbert called the meeting to order at 2:00 p.m.

Chair Colbert welcomed everyone to the meeting and asked Accounting and Payroll Specialist Grace Zhuang to conduct a roll call to ensure a quorum. A quorum of the Funding, Programs and Legislation (FP&L) Executive Committee was confirmed and detailed information about how the public may participate was provided.

1. Chair's Report & Commissioner Comments (Discussion)

Chair Colbert reported on the Focus on the Future conference, which was held in San Francisco in October.

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.

2. Executive Director's Report (Discussion)

Executive Director (ED) Anne Richman reported that on November 9th, the City of Petaluma and Sonoma-Marin Area Rail Transit (SMART) hosted a groundbreaking ceremony for the new North Petaluma Station with participation of Federal, State and Local elected officials and transportation partners, including the California Secretary of Transportation, and representatives from the Metropolitan Transportation Commission (MTC), California Transportation Commission (CTC), TAM, Marin Transit, Golden Gate Transit and the Sonoma County Transportation Authority (SCTA).

ED Richman also reported that on November 14th, TAM will host the inaugural Transportation Electrification at Schools Webinar, where TAM and industry experts will discuss transportation electrification projects at schools. Topics will include electric vehicle (EV) charging infrastructure and school bus fleet conversion and participants include school district administrators, facility managers, and staff.

ED Richman further reported on MTC's Active Transportation Technical Assistance Program, which solicited Calls for Interest from local agencies to request technical assistance (TA) to advance an active transportation project to delivery and/or compete for state Active Transportation Program (ATP) Cycle 7 funding anticipated in 2024. Project sponsors seeking ATP Cycle 7 funds were encouraged to respond and TAM staff provided outreach to local agencies to encourage applications. Of the four Marin jurisdictions that applied for six projects, Mill Valley was selected for the Safe Routes to Schools (SR2S) Pedestrian Gap Closure project.

ED Richman reported that the California Department of Transportation (Caltrans) is in the environmental phase of the State Route 131 (SR-131) Capital Preventive Maintenance Project in the town of Tiburon; and SCTA has launched the Sonoma County Active Transportation Plan Survey and is seeking input from those that reside in or visit Sonoma County.

ED Richman also reported on the Focus on the Future conference, in which she presented at the "CEO Roundtable", and TAM displayed posters for the North-South Greenway Gap Closure Project, and the Alternative Fuels and Electric Vehicles Program.

Lastly, ED Richman highlighted the Caltrans traffic advisory, which includes various road closures in Marin County and the surrounding areas.

In response to Commissioner Carmel, Public Outreach Coordinator Molly Graham explained that the Tamalpais Unified School District has submitted a rebate request for the EV infrastructure improvements at Tamalpais High School.

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. 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.

Member of the Public Clayton Smith commented on the recent fire underneath Interstate 10 in Los Angeles; and expressed concern regarding the safety of lithium-ion batteries in EVs.

4. Approval of Meeting Minutes from September 11, 2023 (Action)

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

Commissioner Sackett moved to approve the September 11, 2023 meeting minutes. Commissioner Fredericks seconded the motion, which passed unanimously.

5. Update of Recommended Crossing Guard Locations (Action)

Director of Project Delivery Dan Cherrier presented this item, which recommends the FP&L Executive Committee considers the updated ranked list of crossing guard locations and the recommendation to guard all sites down to Rank 106 for the duration of the school year and reduce to Rank 103 at the end of the school year based on the updated ranking and refers the list to the TAM Board for approval.

Mr. Cherrier provided an overview of the 2023 Crossing Guard Program evaluation process and revised location list, including list methodology; number of guards/locations; summary of 2023 activities; evaluations due to changed or new conditions; and summary of funding sources and cash flow analyses. Mr. Cherrier also reported that the current contract with All City Management Services (ACMS) allows for hourly rate renegotiation due to the new fast food minimum wage, which may require further site reductions beginning with the 2024/2025 school year.

In response to Commissioner Sackett, Mr. Cherrier explained that the three new sites identified as a result of change in condition requests from the City of San Rafael Department of Public Works (DPW) will be guarded as soon as ACMS hires the necessary staff. ED Richman also explained that the staff recommendation to reduce the list to Rank 103 at the end of the 2023/2024 school year would result in the loss of guards at site rankings 104, 105, and 106.

In response to Commissioner Carmel, ED Richman explained that TAM currently has carryover/reserve funds in the Crossing Guard Program to pay for additional guards in the short-term; however, in order for the program to sustain itself in the long-term, the base number of guards should reset to 96 at each recertification cycle.

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

Commissioner Sackett commented that two of the new sites identified in San Rafael were a result of reduced school bus service in the Miller Creek School District; and that the San Rafael DPW is in the process of installing various safety improvements at multiple intersections serving this area. Commissioner Sackett further commented that perhaps there needs to be a more holistic approach to analyzing and identifying new sites that take into account factors such as changes in bus routes, traffic patterns and/or infrastructure. In response to Commissioner Sackett, ED Richman explained that staff will explore this suggested approach further; and that safety infrastructure improvements can result in a location no longer requiring a crossing guard.

Commissioner Carmel expressed concern regarding the financial viability of the program without resetting to a base of 96 (97 due to tie ranking) guards for the 2024/2025 school year.

Commissioner Rice commented on the importance of the Crossing Guard Program to encourage active transportation to and from school and reduce traffic congestion; referenced the upcoming Measure A/AA Expenditure Plan review as an opportunity to reassess the Crossing Guard Program funding needs; and inquired about the relationship between a site score and its ranking. In response, Mr. Cherrier explained that a location's rank is determined by the score.

Mr. Cherrier also explained that staff will come back to the FP&L Executive Committee and the Board in the spring of 2024 if there are significant impacts to the program costs due to the implementation of the new fast food minimum wage.

In response to Commissioner Carmel, Mr. Cherrier explained that notifications and outreach to jurisdictions, school districts and administrators of changes to crossing guard location(s) begins approximately one and half months before the end of the school year.

In response to Commissioner Rice, ED Richman explained that as a result of currently unknown variables such as the impact of the new fast food minimum wage and labor pool, the Board could decide to not fund additional sites due to changed conditions for the remainder of the current recertification cycle.

In response to Commissioner Fredericks, Mr. Cherrier explained that if the base amount of guards is reset to 96 every 4 years, the carryover funds will last to 2045 based on current revenue and expenditure assumptions.

ED Richman explained that any changes to the share of Measure AA funds for the Crossing Guard Program must be made through amendment of the Expenditure Plan; and that the carryover funds being used are specific to the Crossing Guard Program.

Commissioner Carmel expressed concern regarding the use of carryover funds and its impacts to the budget and the long-term sustainability of the program.

In response to Commissioner Sackett, Mr. Cherrier explained that a site could be eliminated if a changed condition evaluation request was submitted by a public works department after the completion of a safety infrastructure project. ED Richman further explained that the completion of such a project does not automatically trigger a reevaluation, however, the improvements would be factored into the scoring criteria during the next certification cycle.

Commissioner Rice made a motion to approve the updated ranked list of crossing guard locations, guard all sites down to Rank 106 for the duration of the current school year, and consider reducing the number of guarded sites for the following school year and/or future years, based on staff's further analysis of the program funding and cost factors in spring 2024, which was seconded by Commissioner Fredericks.

Commissioner Carmel made a substitute motion to approve the updated ranked list of crossing guard locations, guard all sites down to Rank 106 for the duration of the current school year, and reduce the number of guarded sites to 97 for the following school year. Motion was not seconded; motion failed.

Commissioner Sackett commented that the Crossing Guard Program is a cost-effective tool to address traffic congestion and would support the motion made by Commissioner Rice.

Chair Colbert asked for a vote on Commissioner Rice's motion. Commissioners Colbert, Fredericks, Rice, and Sackett voted aye; and Commissioner Carmel voted nay. The motion passed by a 4 to 1 vote.

6. MTC Potential Regional Transportation Measure (Discussion)

Director of Programming and Legislation David Chan presented this item for discussion.

Commissioner Carmel expressed concern that communities may experience tax fatigue in the coming years and commented on the importance of clearly demonstrating the benefits to voters of any new transportation tax.

In response to Commissioner Rice, ED Richman explained that many components of the proposal are yet to be determined; and that some transit funding shortfalls were anticipated in Plan Bay Area (PBA) 2050 since the Covid-19 pandemic was underway before the completion of the plan. ED Richman also explained that MTC has tried to standardize funding calculations across multiple transit operators in order to analyze factors such as inflation consistently.

In response to Commissioner Sackett, ED Richman explained that several general managers of transit agencies submitted public comments to MTC in regard to the potential regional transportation measure.

In response to Commissioner Fredericks, ED Richman explained that MTC would be seeking authority from the California State Legislature to place a regional measure on the ballot.

ED Richman explained that if a regional transportation measure is introduced in the State Legislature, it will be included for review in TAM's 2024 Legislative Platform.

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 expressed concern that back-to-back measures will create voter fatigue; and commented on the importance of timing for SMART's renewal of Measure Q. Mr. Hartzell also expressed concern regarding local jurisdictions that have already reached the 2% local sales tax limit.

The meeting was adjourned at 3:51 p.m.

Approved January 8, 2024