



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
CITIZENS' OVERSIGHT COMMITTEE

January 22, 2019

5:00 p.m.

TAM Conference Room
900 Fifth Avenue, Suite 100
San Rafael, CA 94901

MEETING MINUTES

Members Present: Peter Pelham, Major Marin Employers
Paul Roye, Ross Valley Planning Area
Paul Premo, Taxpayer Group
Allan Bortel, Marin County Paratransit Coordinating Council
Zach Macdonald, School Districts
Bob Burton, Southern Marin Planning Area
Kate Powers, Environmental Organizations

Alternates Present: Jeffrey Olson, Central Marin Planning Area
Kay Noguchi, League of Women Voters

Staff Members Present: Li Zhang, Chief Financial Officer
Bill Whitney, Principal Project Delivery Manager
Molly Graham, Public Outreach Coordinator
Helga Cotter, Senior Accountant
Grace Zhuang, Accounting and Administration Specialist

Public Present: Charles Vogt
Veda Florez

Chairperson Peter Pelham called the Citizens' Oversight Committee meeting to order at 5:00 p.m.

1. Introductions and Welcome

Introductions were made.

2. Review and Approval of December 10, 2018 Meeting Minutes (Action)

Vice-Chairperson Bob Burton made the following amendments:

Page 2, paragraph 4: "...that the third lane has not been constructed between Olompali to the old San Antonio Road", amended to read: "...that the third lane has not been constructed between Olompali and the old San Antonio Road"; "...and that Sonoma has a similar gap between East Washington to Petaluma Blvd North", amended to read: "...and that Sonoma has a similar gap between East Washington and Petaluma Blvd North".

Member Paul Roye made the following amendments: Page 4, paragraph 2, "...much of which was raised through because TAM was able to provide...", amended to read: "...much of which was raised because TAM was able to provide...".

Page 6, paragraph 1, "..., which she is participated in, ...", amended to read: "...which she has participated in...".

Molly Graham, TAM's Public Outreach Coordinator, requested the following amendment on behalf of Executive Director (ED) Dianne Steinhauser, Page 2, penultimate paragraph: "She noted that Marin County Bike Coalition is supportive of traffic using the third lane." Amended to read: "Marin Bike Coalition is supportive of the pilot project and a potential third lane after the pilot project if traffic improvements can be achieved".

Alternate Kay Noguchi moved to approve the December 10, 2018 meeting minutes as amended and Member Zack Macdonald seconded the motion. The minutes were approved, with Vice-Chairperson Burton and Member Roye abstaining due to their absence at the last meeting.

3. TAM Staff Report (Information)

Ms. Graham presented the staff report. She discussed the forthcoming Board meeting on January 24, 2019, and TAM's newsletter, the TAM Traveler. She said the upcoming issue would be celebrating its 1-year anniversary, which she encouraged people to read. Ms. Graham also discussed a new program Marin Commutes. The new website for the program has gone live, www.marincommutes.org, which offers alternate commute options and encourages people not to travel alone in a car. She discussed other incentive programs that will be rolled out in the future.

Vice-Chairperson Burton stated he had observed that about half the cars in the car-pool lane are single-occupancy, non-hybrid vehicles, and that the lack of enforcement does not encourage behavioral change.

In response to a question from Ms. Veda Florez, Ms. Graham confirmed staff would add the committee members to the Marin Commutes website subscription list. She also confirmed that staff would provide funding details for the program and an update on the website after the first quarter.

In response to Member Paul Premo, Ms. Graham explained how the additional expenses for the crossing guard program are being met under the current Measure A Expenditure Plan. She noted that the new Expenditure Plan takes effect on April 1 when more funding under Measure AA will be available.

Ms. Graham reported on positive press coverage for the crossing guard program, noting that the passing of Measure AA has enabled an increase in the number of crossing guards to 97. Ms. Graham confirmed that the new Expenditure Plan, crafted by the COC, has increased the amount of funding from 4.3% to 7% to fund the expanded program.

Member Premo commented on the public's perception about the increase in the number of crossing guards before additional funds are in place on April 1 from Measure AA, and Chief Financial Officer, Li Zang, explained how the additional guards were funded by various one-time gap funds, including Measure B fund. Without the passage of Measure AA, TAM would have to be forced to cut crossing guards as early as January this year.

Mr. Charley Vogt requested information on the list of new guards for a meeting he will have with Brookside School so he can share with the group he is meeting.

Ms. Graham discussed the expansion of the EV program. She said that a primary purpose of the program is to assist public agencies to install charging stations and that participating agencies have included the County of Marin and San Rafael City Schools. Ms. Graham explained that the program also provides funds to public agencies towards used and leased electric vehicles. One of the COC members asked staff to report back with the utilization rate of the charging stations.

Ms. Graham reported on the forthcoming Board meeting on Thursday, February 24. She said the Board will be asked to review and approve correspondence to Bay Area Toll Association (BATA) and Metropolitan Transportation Commission (MTC), requesting further studies to consider using the third lane for mixed-use with peak hours for vehicle use and other hours for bicycle use.

Ms. Graham briefly reported on upcoming projects due to begin in the spring, including ramp metering, North-South Greenway, Bellam Boulevard, and the implementation of the new Strategic Plan in April.

4. Ramp Metering and North-South Greenway Project Update (Information)

Bill Whitney, Principal Project Delivery Manager, started his report with an overview of all bike/ped path projects that have been completed, including the bike path over Porto Suello Hill, the Cal Park Tunnel and the Central Marin Ferry Connector. He then discussed projects underway, including improvements between Mission and Second Street in San Rafael in conjunction with the new Transit Center, a new multi-use path beside the SMART tracks from Second Street to the Cal Park Tunnel at Anderson Drive, and the North-South Greenway that TAM staff has been working on.

Mr. Whitney then provided the COC with an update on the North-South Greenway project, confirmed that TAM is completing the design for the new crossing at Corte Madera Creek and the Southern Segment which would connect the existing path beside the bay to The Village and the path linking up to the Sandra Marker Trail into Larkspur.

Mr. Whitney discussed the reasons the North-South Greenway project was divided into two segments and said that the South Segment is a lot more complicated and involves quite a few agencies. The division of the two segments has allowed the North Segment to move faster while focusing on both.

In response to Member Premo, Mr. Whitney said that the owners of the trailer park on Redwood Highway in Corte Madera appear to support the project, but that formal negotiations cannot take place until the Environmental Impact Report has been completed. He also confirmed the location of the path is not proposed to be changed and noted that there are environmental concerns due to the location of the path beside the bay.

Vice-Chairperson Burton asked about a parcel on Wornum Drive, which Mr. Whitney confirmed would not be included in the bike path. Mr. Whitney also discussed right-of-way along the south side that belong to SMART, and long-term planning relating to the Alto Tunnel.

Member Kate Powers questioned whether the multi-use path should be located parallel to the highway on the opposite side of the marsh to avoid sea-level rise problems in the future. Mr. Whitney acknowledged that the land is low and had been flooded in the past and will be in the future. He confirmed that the team is continuing to look at multiple alignments for that reason.

In response to Member Allan Bortel, who noted that the distance between the new SMART Station and the ferry terminal in Larkspur would involve a 10 to 15-minute walk, and not feasible for some people. He asked whether TAM was asked to do something with this. Mr. Whitney stated that TAM built the bridge over Sir Francis Drake Boulevard to make the ferry terminal more accessible and it is ADA compliant. TAM is not exploring further projects in that area.

Ms. Florez asked what kind of materials will be used for the pathway. Mr. Whitney noted that a variety of materials will be used, including concrete where the path crosses the creek, and the path should be able to withstand flooding.

Member Bortel asked about the unused drawbridge, which Mr. Whitney said is a SMART asset, and that there is a potential of reusing the foundations of the bridge in the future.

Mr. Whitney discussed the two main components of the Northern Segment, noting that the first phase would be to build the crossing at Corte Madera Creek, and the second phase would be to construct the path along Old Redwood Highway to the pedestrian overcrossing in Larkspur.

Mr. Whitney explained that environmental clearance of the Southern Segment was underway, but that funding has not yet been secured. He said a grant that was applied for through the State's Active Transportation Program,

however it was not awarded. Mr. Whitney discussed how the path would be constructed and how the grade will be dropped and comply with ADA regulations. Member Bortel asked and Mr. Whitney also discussed the design in relation to the vertical clearance over the creek and the Coast Guard's regulations.

In response to Chairperson Pelham, Mr. Whitney said that he hopes to advertise construction of the portion over Corte Madera Creek in Summer 2019, with the projected year-long construction beginning in the fall.

Mr. Whitney discussed the 32-inch height of the barrier separating the cars and the bike path with Mr. Vogt, and confirmed the width of the path will be 12 feet in response to Member Bortel's question.

Mr. Whitney explained that the environmental process of the Southern Segment is managed by the County, but that work on the EIR has been temporarily delayed due to cost concerns.

Mr. Whitney discussed how changes to the roadway infrastructure are being coordinated for the bike path project and the impending Sir Francis Drake Improvement project in response to Mr. Vogt.

Mr. Whitney discussed street furniture that is included in the design. In response to Member Bortel's suggestion about bike service stations where bikers can do pump or do simple quick fixes, Mr. Whitney said that's not part of TAM's project scope. Ms. Zhang shared a project that her 2017 San Rafael Leadership Program Class did, which was installing 3 bike service stations in various locations of City. She pointed out that ongoing maintenance of the stations is a major concern.

Mr. Whitney moved on to discuss the ramp metering project from the Golden Gate Bridge to Hwy 580, noting that construction should begin shortly. Mr. Whitney said staff believes that congestion on the northbound commute to the Richmond-San Rafael Bridge should be improved. He explained that the technology is designed to accelerate the flow of traffic to the freeway if local roads are backed up with cars, which Mr. Whitney confirmed is a concern of City officials.

Mr. Whitney discussed the exits that will be metered (noting that the project has received funding from SB1), and a study that determined over 4 minutes will be saved between the hours of 5 p.m. – 6 p.m. for northbound traffic. Mr. Whitney confirmed that southbound ramp metering project is a future phase and should be in place in 2026. He discussed the onramp design for Tiburon Boulevard. Mr. Whitney explained that need to meter the whole corridor in order to be effective. The ramp metering activation should be in summer of 2020 for Phase One.

Mr. Whitney discussed community outreach for the construction stage, which he noted will be different to the community outreach that will be performed by Caltrans before ramp metering goes into effect. A short ramp metering video was shown to the committee members and audience.

In response to Member Powers, Mr. Whitney confirmed that ramp metering on Hwy 101 beyond the Hwy 580 interchange to the Sonoma County border would form the second phase of the project, which is scheduled for 2026.

Vice-Chairperson Burton commented on the HOV lane signs, and said the characters were too small to be observed by drivers. Mr. Whitney confirmed that these signs are Caltrans responsibility.

In response to Mr. Vogt, Mr. Whitney confirmed that the ramp metering lights already installed in Novato would be activated in 2026 as part of second phase of the project.

The Committee recessed for ten minutes for a dinner break and reconvened with all members present as indicated.

5. Review and Acceptance of the Draft FY2017-18 COC Annual Report (Action)

Ms. Zhang requested that members provide her with changes and comments they might have to the Draft FY2017-18 COC Annual Report, which she noted will be presented by Chairperson Pelham and accepted by the Board at its January 24, 2019 meeting. Ms. Zhang thanked the COC Annual Report Subcommittee, consisting of Chairperson Pelham, Members Joy Dahlgren and Kevin Hegarty for their support.

Vice-Chairperson Burton suggested that the report should be shorter and more concise to encourage more readership and the inclusion of a table of contents. Ms. Zhang discussed the need to perhaps expand this report in the future, since it is TAM's only comprehensive report, and suggested the consideration of those changes then. Chairperson Pelham requested that next year the COC be more involved in the formatting and design of the report at the beginning of the process.

Alternate Nagouchi and Ms. Zhang discussed changes to some of the items to make them clearer to the readers. Other comments by members included the addition of an executive summary, a colored map highlighting past and future projects, and labeling for the photographs.

Member Powers moved to accept the Draft FY2017-18 COC Annual Report with additional edits and Alternate Olsen seconded the motion. The motion was approved unanimously.

6. Review of the FY2018-19 Second Quarter Financial Report (Information)

Ms. Zhang presented the staff report. She noted that there has been an increase in revenue for both Measure A and Measure B, but that there are many uncertainties with the economy and whether it will go into a recession in the next year or two. She discussed TAM's Measure A reserve fund, in preparation for a possible economic downturn.

Ms. Zhang explained why expenditure in the report are much lower than the budget at this time point and added that expenditures for most of the budget items will catch up by the end of the fiscal year. Ms. Zhang discussed the CalTRUST investments, noting that there has been an unrealized loss. However, she assured the committee that TAM does not have a cashflow problem; that the agency will not be forced to sell investments therefore will not have to suffer any real loss.

In response to Member Premo, Ms. Zhang acknowledged that there is risk with the investments, but the risk has been minimized. Ms. Zhang discussed a new Liquidity Fund that has been opened and confirmed the overall investment future is positive.

In response to Mr. Vogt, Ms. Zhang noted that the agency is not limited to investing in only these funds. She discussed the process that resulted in choosing CalTRUST as the investment vehicle 3 or 4 years ago and the benefits of CalTRUST for smaller government agencies such as TAM.

In response to Mr. Vogt, Ms. Zhang discussed new changes the State has made to the way sales tax is distributed, the new schedule and problems with their system that has created 6 to 9-month processing delays, which hopefully will be rectified soon. Ms. Zhang said that TAM has retained Avenu Insights & Analytics, a tax revenue consultant team that should be able to provide more accurate revenue trends for the next 5 years. Recommended revenue level for Measure A/AA in the upcoming year will be discussed at the next COC meeting in March.

7. Committee Member Hot Items Report (Information)

Member Powers discussed a bicycle advocates' concerns that funds for the bike lane on the Richmond-San Rafael Bridge will be reallocated due to RM3 funds being withheld, and she requested an update on the upper deck lane plans.

In response, Ms. Zhang explained that the bike lane project received funds from RM2, not RM3, and would be managed by MTC and BATA. She confirmed that funds from RM3 were not available and that TAM was not involved in funding the project.

Molly Graham, Public Outreach Coordinator, discussed the movable barrier and confirmed the work is still planned to move forward by MTC and BATA.

Mr. Vogt discussed a news headline about the state tying housing starts to transportation funding. In response, Ms. Zhang confirmed that the state ties specific funding to housing density. It may have an effect on the funding formulas for TAM. Ms. Graham discussed the concern shared by towns and cities in Marin that funding is withheld based on the production of housing. Cities only have control over zoning, and no control over development of housing units.

Member Powers and Ms. Graham discussed potential impacts on transportation projects/programs in Marin if SB1 funding for local city and roads were tied to housing, which Ms. Graham said there is no clear answer at this time point.

8. Discussion of Next Meeting Date and Recommended Items for the Agenda

The next meeting was tentatively set for March 18, 2019.

Items will be discussed include Marin Commutes update, Revenue Estimates for Measure AA and Measure B, presentation by Tax Revenue Consultant.

9. Open Time for Public Input

As no members of the public wished to speak, the meeting was adjourned at 7:18 p.m.