

MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
TAM

APRIL 23, 2020  
6:00 PM

**Virtual Meeting**

**Zoom link:** <https://zoom.us/j/91286342259?pwd=UzhYNks1MWZLb1JaL2d3L3I0Y2NIQT09>

**Webinar ID: 912 8634 2259**

**Password: 294800**

**MEETING MINUTES**

Members Present: Alice Fredericks, Tiburon Town Council, TAM Vice-Chair  
Beach Kuhl, Ross Town Council  
Brian Colbert, San Anselmo Town Council  
Damon Connolly, Marin County Board of Supervisors  
Dan Hillmer, Larkspur City Council  
David Kunhardt, Corte Madera Town Council  
Eric Lucan, Novato City Council  
Gary Phillips, San Rafael City Council  
James Campbell, Belvedere City Council  
John Reed, Fairfax Town Council  
Judy Arnold, Marin County Board of Supervisors, TAM Chair  
Kathrin Sears, Marin County Board of Supervisors  
Katie Rice, Marin County Board of Supervisors  
Susan Cleveland-Knowles, Sausalito City Council  
Urban Carmel, Mill Valley City Council

Members Absent: Dennis Rodoni, Marin County Board of Supervisors

Staff Members Present Anne Richman, Executive Director  
Bill Whitney, Principal Project Delivery Manager  
Dan Cherrier, Principal Project Delivery Manager  
David Chan, Manager of Programming and Legislation  
Denise Merleno, Executive Assistant  
Derek McGill, Planning Manager  
Helga Cotter, Senior Accountant  
Li Zhang, Deputy Executive Director/Chief Financial Officer  
Molly Graham, Public Outreach Coordinator  
Nick Nguyen, Principal Project Delivery Manager  
Scott McDonald, Senior Transportation Planner

*Chair Arnold called the meeting to order at 6:05 p.m.*

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

Chair Arnold welcomed everyone to TAM's first virtual meeting and asked the clerk to conduct a roll call to ensure a quorum. Chair Arnold confirmed the quorum and went on to describe the way in which the public could offer their comments throughout the meeting.

**2. Commissioner Matters Not on the Agenda (Discussion)**

None.

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

Executive Director (ED) Anne Richman issued an oath of office to Urban Carmel who replaced Commissioner Moulton-Peters as the Commissioner representing the Mill Valley City Council on the TAM Board.

ED Richman highlighted items in her report including TAM's expression of gratitude to essential workers during the shelter-in-place order; a letter sent to the Metropolitan Transportation Commission (MTC) staff and to local legislators to offer support for an economic stimulus bill; a video that staff made celebrating the 50<sup>th</sup> anniversary of Earth Day and a few of TAM's programs which show the agency's commitment to support the goals of a healthier planet; the Safe Routes to Schools Art Contest, Walk and Roll Recess Challenge and distance learning activities; Caltrans' approval to seek construction bids on the North-South Greenway; a stakeholder meeting conducted in early March discuss congestion in downtown San Rafael near the SMART station; an interactive website developed which grades social distancing geographically; consideration that will be given at upcoming meetings of the California Transportation Commission (CTC) toward extending deadlines to various SB1 programs and on the timely use of funds requirements; and that SB 1408 (Dodd), the bill to create a dedicated funding source for State Route (SR) 37 improvements, is likely to be shelved for this year. She finalized her comments by reporting that transit operators operating in Marin will receive approximately \$46 million through the Coronavirus Aid, Relief & Economic Security (CARES) Act to provide some financial relief during these difficult times.

In response to Commissioner Rice who asked if the \$46 million will make the transit operators "whole", ED Richman said that the funds will help in the near term but will, most likely, not sustain the agencies if the pandemic continues.

**4. Commissioner Reports (Discussion)**

a. MTC Report – Commissioner Connolly

Commissioner Connolly provided his report noting a fifty percent reduction in Bay Area traffic during the weekdays and a larger reduction during the weekends due to the shelter-in-place order. He reported on the creation of the Bay Area Housing Finance Authority (BAHFA) to address affordable housing, funding that the Bay Area will receive through the CARES Act, and that Leelee Thomas of Marin County's Community Development Agency will sit on MTC's interim advisory committee, created as a result of AB1487, to address housing issues.

b. Marin Transit Report – Commissioner Rodoni

In Commissioner Rodoni's absence, Commissioner Connolly reported that the funding Marin Transit will receive through the CARES Act was uplifting for the agency.

c. SMART Report – Commissioner Lucan

Commissioner Lucan reported the following items: a reduction in passenger service, funding the agency will receive through the CARES Act, and a debriefing by the SMART Board of the failed Measure I which included a discussion on the process to determine the next steps the Agency needs to consider.

## 5. Open Time for Public Expression

Cindy Winter, Larkspur resident, sent in her comment by e-mail and stated that she is looking forward to the American Association of State Highway and Transportation Officials' (AASHTO) update of its 2012 version of its Bicycle Facilities Guide which is used as a source for Caltrans' Highway Design Manual.

## 6. CONSENT CALENDAR (Action)

- a. Approve TAM Board Meeting Minutes of February 27, 2020
- b. Highway 101 Interchange and Approaching Roadway Study Professional Service Contract Authorization
- c. Marin County US 101 Bus on Shoulder Feasibility Study Contract Authorization
- d. Review and Acceptance of the FY2019-20 Third Quarter Financial Report
- e. Approval of the Proposed Revisions to the ½-Cent Transportation Sales Tax Compliance Audit Policy
- f. Acceptance of the Emergency Telecommuting Policy
- g. Approve Novato's Priority Conservation Area (PCA) Project Changes
- h. Congestion Management Program and System Monitoring Report Contract Amendment with TJKM – Authorize Approval

Chair Arnold asked if staff had received any public comment by e-mail and hearing that none had been received, she closed this item to public comment.

Commissioner Campbell moved to approve the Consent Calendar and was seconded by Commissioner Lucan. A roll call vote was taken and the motion passed unanimously.

## 7. Marin County Plan Bay Area 2050 Revised Project List and State Route 37 Letter of Commitment (Action)

ED Richman introduced TAM Planning Manager Dereck McGill who presented this item which recommended that the TAM Board reviews and accepts the revised Marin County Plan Bay Area 2050 Project List and the Letter of Commitment for State Route 37.

Mr. McGill presented his report and provided a background of the Regional Transportation Plan (RTP), the county project list revision process, categories of the project list including: operation and maintenance projects, transit capacity increasing projects, roadway capacity increasing projects, programmatic categories which is a catch all to advance all non-capacity increasing projects. Then he spoke on the letter of commitment required by MTC for the SR 37 project to explore ways to improve performance in that corridor.

Commissioner Kunhardt asked and Mr. McGill confirmed that the study to improve 11 interchanges as called for in the Measure AA Expenditure Plan would be included in the category of minor highway improvements. Commissioner Kunhardt then asked about the status of Regional Measure 3 (RM3) funds, and ED Richman reported that it is still in the court system with a hearing date planned for some time early this summer.

Commissioner Phillips asked about the \$51 million cost indicated for the new San Rafael Transit Center in Mr. McGill's presentation and how that number was derived. Mr. McGill stated that he received the information from staff at Golden Gate Transit (GGT).

Regarding the Roadway Capacity Increasing Projects information provided in the presentation, Commissioner Phillips asked about the certainty of the numbers included in the County Discretionary Budget. Mr. McGill stated

that they represent One Bay Area Grant (OBAG) funds as well as funds through the Statewide Transportation Improvement Program (STIP) process.

Mr. McGill clarified that this is a high-level planning effort rather than a financial plan for any specific project.

Commissioner Rice asked Mr. McGill to explain what the County Discretionary Budget is comprised of and he stated that is made of Measures AA and B as well as TAM-controlled funds such as Transportation for Clean Air Funds (TFCA) and the local partnership funds received from the state for having a transportation sales tax as well as STIP and OBAG funds.

Chair Arnold asked if staff had received any public comment by e-mail and hearing that none had been received, she closed this item to public comment.

Commissioner Kunhardt moved to accept the revised Marin County Plan Bay Area 2050 Project List and the Letter of Commitment for SR 37 which was seconded by Commissioner Phillips. A roll call vote was taken and the motion passed unanimously.

#### **8. Approve Retention Bonus Contract Amendment for the Crossing Guard Contract (Action)**

ED Richman introduced TAM Principal Project Delivery Manager Dan Cherrier who presented the staff report which recommended that the TAM Board approves the retention bonus for the program and authorizes the ED to execute Addendum 2 of Contract C-FY19-03 with All City Management Services (ACMS) to make a one-time payment of \$1,700 for each Marin crossing guard and supervisor that meet certain criteria.

In response to a question from Commissioner Phillips about how the amount of \$1,700 had been arrived at, Mr. Cherrier replied that staff felt that \$1,400 per guard and supervisor was the appropriate amount and with \$300 for ACMS to cover administration and payroll costs related to the payment. For reference, \$1,400 is approximately the difference between, what the average guard would earn between middle March and the end of the school year, and what ACMS has stated the guard would receive in unemployment benefits.

Chair Arnold asked if staff had received any public comment by e-mail and hearing that none had been received, she closed this item to public comment.

Commissioner Cleveland-Knowles moved to approve the retention bonus for the program and authorize the ED to execute Addendum 2 of Contract C-FY19-03 with ACMS to make a one-time payment of \$1,700 for each Marin crossing guard and supervisor that meet certain criteria and was seconded by Commissioner Connolly. A roll call vote was taken and the motion passed unanimously.

#### **9. TAM Memorandum of Understanding with MCE for CALeVIP (Action)**

ED Richman re-introduced Mr. McGill who presented this item which recommended that the TAM Board authorizes the Executive Director to enter into a Memorandum of Understanding (MOU) with Marin Clean Energy (MCE) for the California Electric Vehicle Infrastructure Project (CALeVIP) and authorizes \$80,000 for Marin County Electric Vehicle (EV) Charging Infrastructure through CALeVIP.

Commissioner Rice asked why funding was being restricted to Level 2 chargers, and Mr. McGill responded that it was due to the high cost of installing Level 3 chargers which would limit the number of installations to approximately four as opposed to approximately 200 Level 2 chargers.

Commissioner Rice then asked if the California Energy Commission (CEC) continues to allow installations only at public agency sites or if that was a policy decision made by TAM and MCE. Mr. McGill stated that the CEC wants to maintain its program elements on a statewide basis and TAM would like to maintain its current rebate levels available for public agencies in Marin and show commitment to the program. However, he acknowledged that TAM may want to reconsider funding other charger installations if CEC funds are received.

Commissioner Rice suggested that our program would appear more attractive to the CEC if TAM did not constrain installations solely to public agencies. Mr. McGill stated that Marin's self-funded program is not a point of focus for the CEC for this year.

Commissioner Rice cautioned about language in TAM's policy which could be construed negatively by the CEC and she requested that staff provide a charger site map in the future. Mr. McGill noted that the 138 chargers that TAM has committed to installing within the county and he suggested that this commitment will attract CEC funds.

Commissioner Sears noted that MCE is not under any restrictions regarding where they install chargers which should make this joint application more appealing to the CEC. She added that, aside from Marin, MCE is investing a substantial amount of funding in Solano, Napa and Contra Costa Counties which have no site restrictions. As such, she wondered if, as a group, TAM and MCE are able to follow the CEC guidelines since the other three counties have that flexibility.

Commissioner Kunhardt suggested doubling the recommended funding amount since TAM's expenditure of Measure B funding for this Element is and has been under the budgeted levels for the past couple of years.

Mr. McGill noted that \$80,000 represents \$60,000 in charger rebates and \$20,000 in marketing and outreach for this program incurred in the past year. He added that additional reserve funds could be made available, but staff would want to ensure that the 138-charger installation commitment is adhered to as well as the ability to attract CEC funding in the next round. If the budget was to be doubled as the commissioner suggested, it may be more advantageous to consider that when CEC funding is available.

ED Richman clarified that available funding in the first year of the MOU would be only TAM and MCE funds and would not include any CEC funding. However, TAM could re-apply in year two and would be in a good position given the relationship with MCE and funding going to the other three counties through this MOU. So, TAM would be able to reapply in year two, and it would be more advantageous in year two to potentially increase funding to attract CEC funding.

Chair Arnold asked if staff had received any public comment by e-mail and hearing that none had been received, she closed this item to public comment.

Commissioner Kuhl moved to authorize the Executive Director to enter into a MOU with MCE for CALeVIP and authorize \$80,000 for Marin County EV Charging Infrastructure through CALeVIP which was seconded by Commissioner Cleveland-Knowles. A roll call vote was taken and the motion passed unanimously.

**10. Review and Approve the FY2020-21 Measure A/AA ½-Cent Transportation Sales Tax and the Measure B \$10 Vehicle Registration Fee Revenue Estimates and Budget Development Schedule (Action)**

ED Richman introduced Li Zhang, Deputy Executive Director/Chief Financial Officer, who presented the item which recommended that the TAM Board reviews and approves the FY2020-21 Measure A/AA 1/2-Cent Transportation Sales Tax and the Measure B \$10 Vehicle Registration Fee Revenue Estimates and Budget Development Schedule.

Ms. Zhang reviewed the ongoing shelter-in-place order and how it may negatively impact the sales tax collection for the foreseeable future, the unknowns which make it difficult to assess the economy's rate of recovery, staff's recommendation to maintain the current year revenue estimate of \$27.5 million for the upcoming year, and the plan to release \$1.75 million of Measure A reserve funds and to suspend the 5 percent Measure AA Reserve collection for the upcoming year, additional measures to be discussed next month and recommended actions for this item.

Responding to a question Commissioner Connolly raised about the suspension of Measure AA Reserve collection, Ms. Zhang stated that the TAM Board approved the new reserve policy for Measure AA which collects 5 percent every year for 5 years while maintaining the Measure A reserve fund. However, at the end of each year, TAM would release Measure A reserve funds on a one-to-one ratio. She noted that the reserve fund will have a \$5.8 million balance even with the suspension mentioned.

Commissioner Hillmer stated that his city staff is considering the need to make adjustments to next year's budget, and he asked Ms. Zhang why TAM does not feel the need to do so. She replied that staff will be returning to this body next month with a similar request, if needed, but the difference is that TAM, as a funding agency, does not feel the impact as immediately as a jurisdiction which provides services directly to the public. She stated that TAM has the ability to release reserve funding in order to keep its funding commitment to the local agencies next year.

Commissioner Colbert expressed concern about how reopening of the economy will actually look, and he felt that some difficult economic decisions will need to be made in the future.

Commissioner Kunhardt suggested now may be the best time to do some local road work given the reduced traffic levels and asked if project funds, previously approved, exist to advance this work. Ms. Zhang stated that TAM is not experiencing a slowdown in any current projects due to the pandemic. ED Richman stated that, when the shelter-in-place order began, staff did look for any projects that could be advanced sooner and she added that staff would be happy to revisit this idea with the local jurisdictions.

Commissioner Rice suggested that staff contact county staff regarding accelerating the Sir Francis Drake Blvd project and ED Richman agreed to do so.

Chair Arnold asked if staff had received any public comment by e-mail and hearing that none had been received, she closed this item to public comment.

Vice-Chair Fredericks moved to approve the FY2020-21 Measure A/AA 1/2-Cent Transportation Sales Tax Revenue level of \$27.5 million and the Measure B \$10 Vehicle Registration Fee revenue level of \$2.42 million and the Budget Development Schedule which was seconded by Commissioner Phillips. A roll call vote was taken and the motion passed unanimously.

## **11. Caltrans Report (Discussion)**

ED Richman noted that the report was included as part of the agenda packet and highlighted progress on the North-South Greenway project, sidewalk and pedestrian improvements underway at Tam Junction and the Manzanita Park-n-Ride, the Sir Francis Drake Blvd. Overcrossing bike/pedestrian barrier work scheduled to begin in the near future and that construction of the Central San Rafael Offramp Bridge Replacement project will not begin for some months.

*The meeting was adjourned at 8:00 p.m.*