



MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
TAM

June 28, 2018  
7:00 PM

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

**MEETING MINUTES**

Members Present: Stephanie Moulton-Peters, Mill Valley City Council, TAM Chair  
Judy Arnold, Marin County Board of Supervisors, TAM Vice Chair  
Katie Rice, Marin County Board of Supervisors  
Damon Connolly, Marin County Board of Supervisors  
Dennis Rodoni, Marin County Board of Supervisors  
Eric Lucan, Novato City Council  
Alice Fredericks, Tiburon Town Council  
Brian Colbert, San Anselmo Town Council  
Kate Colin, San Rafael City Council (alternate)  
John Reed, Fairfax Town Council  
Kathrin Sears, Marin County Board of Supervisors  
P. Beach Kuhl, Ross Town Council  
James Campbell, Belvedere City Council  
Dan Hillmer, Larkspur City Council  
James Andrews, Corte Madera Town Council (alternate)

Members Absent: Ray Withy, Sausalito City Council

Staff Members Present Dianne Steinhauser, Executive Director  
Bill Whitney, Principal Project Delivery Manager  
Dan Cherrier, Principal Project Delivery Manager  
David Chan, Manager of Programming and Legislation  
Derek McGill, Planning Manager  
Li Zhang, Chief Financial Officer  
Nick Nguyen, Deputy Executive Director  
Molly Graham, Public Outreach Coordinator  
Scott McDonald, Senior Transportation Planner

Chair Moulton-Peters called the meeting to order at 7:00 p.m.

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

Chair Moulton-Peters stated she did not have a report.

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

There were none.

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

ED Steinhauser administered the Oath of Office to Alternate Commissioner James Andrews of the Town of Corte Madera.

ED Steinhauser reported on the successful Annual Innovation Workshop on June 8 and thanked the 140 participants who attended. She reported the workshop was well-received and staff would like to bring some of these ideas back in the fall with the board as well as community groups for further discussion and possible implementation. She reported on a ridesharing pilot project through the Metropolitan Transportation Commission (MTC) which included application in the City of Mill Valley; she noted the Transportation Fund for Clean Air (TFCA)/Transportation Development Act (TDA) call for projects, noting staff would present results of the Call in July. She reported on marketing efforts including electric vehicle marketing, in collaboration with Cool the Earth and she encouraged everyone to visit the TAM booth at the Marin County Fair, scheduled to begin in a couple of days. She thanked everyone for their support of Regional Measure 3 (RM3) and the reauthorization of Measure A, noting approval for Measure A has been received from 11 of 12 jurisdictions and staff is continuing outreach. She commented on the state legislation item in the Executive Director's Report. She introduced TAM's summer intern Anna Qiu of Terra Linda High School and noted staff is hoping to bring on a college intern, for the summer, as well.

The Executive Director finalized her report by thanking everyone for allowing staff to come to the local councils to present the sales tax renewal expenditure plan. She noted that a first reading of the ordinance related to the plan will be presented this evening.

Chair Moulton-Peters asked about promotion of the ridesharing pilot project, and ED Steinhauser stated staff would share more information.

**4. Commissioner Reports (Discussion)**

**a. Metropolitan Transportation Commission (MTC) Report**

Commissioner Connolly noted that the strong passage of RM3 underscores the key role that Marin County played in that the county was tied for second place for the highest vote total at 61 percent. He noted a repeal of SB1 will be on the statewide November ballot and there is a lot of outreach to do to gain public support for defeating the Proposition, since SB1 provides \$8 million to Marin County for local road maintenance and repair as well as other needs. He commented on the housing legislation mentioned by ED Steinhauser and noted the legislation is seeing a lot of changes in committee.

ED Steinhauser noted that Proposition 69 passed on June 5 as well, which protects the SB1 gas tax and the related sales tax on diesel fuel and the vehicle registration fee funds from being diverted from transportation needs.

**b. Marin Transit Report**

Chair Moulton-Peters stated she did not have a report, given the number of agenda items tonight having to do with Marin Transit.

**c. SMART**

Vice Chair Arnold reported on the progress of SMART expansion.

## 5. Open Time for Public Expression

Cindy Winter reported on her attendance at the MTC talk about the future of autonomous vehicles and noted that relatively few people attended compared to the attendance at the TAM workshop. She stated it is a compliment to TAM's ability to engage the public. She reviewed the comments the speakers had made and hoped that they would be able to speak at TAM's next workshop. She commented on increasing transit fragmentation in the Bay Area and the need for flexibility and partnerships between public and private transit.

Chris Lang from the Town of Fairfax commented on how bike lanes are overlooked during many street repaving projects. He stated TAM staff has done a great job at including bike accommodations and asked for bike accommodations to be included in the Sir Francis Drake Blvd. rehab project.

## 6. CONSENT CALENDAR (Action)

- a. Approve TAM Board Meeting Minutes April 26 and May 14, 2018
- b. Authorize Contract for Photographic Services
- c. Approve the Revised TAM Human Resources Policies and Procedures
- d. Allocate Transportation Sales Tax (Measure A) Funds from Strategy 3.2 Funds for Local Road and Related Infrastructure Projects
- e. Safe Routes to Schools Contract Approval
- f. Review and Acceptance of 2018 Measure A Half-Cent Transportation Sales Tax Compliance Auditee Selection List
- g. Approaches to the Richmond San Rafael Bridge – CEQA Determination, Project Update, Augment Project Budget by Allocating Transportation Sales Tax Interest Funds, and Approve Contract Amendment and Interagency Agreement
- h. Allocate Transportation Sales Tax (Measure A) to Mill Valley for the East Blithedale Avenue Rehabilitation Project
- i. Prioritize Projects for Fifth Cycle Lifeline Transportation Program (LTP) Funds
- j. Authorize Programming Distribution of State Transit Assistance (STA) Population-Based Funds

Chair Moulton-Peters opened the Consent Calendar for public comment.

Bjorn Gripenburg, Policy and Planning Director for Marin County Bicycle Coalition, commented on Item 6g and noted this approval would pause on the delivery of a bike connection to the bridge. He asked TAM to consider ways to ensure bicyclists' safety to and from the bridge in the meantime.

ED Steinhauser noted that the cost estimate for the connector project, the public speaker referenced, has risen to the point that, currently, there is not funding to complete it. However, under RM3, staff believes the project can be brought back as part of the complex of improvements addressing the connection between Hwy 101 and I-580.

Chair Moulton-Peters closed public comment on the Consent Calendar.

Chair Moulton-Peters also commented on Items 6i-j and noted the Executive Committee had discussed the unstable funding sources for these projects. She stated the programming would be brought back to the Board following the November vote on SB1 to determine the best way to accomplish these projects in the current funding situation.

Vice Chair Arnold moved to approve the Consent Calendar, which Commissioner Fredericks seconded. The motion carried unanimously.

**7. First Reading of Ordinance 2018-01 adopting a New Transportation Sales Tax Expenditure Plan and Renewing and Extending the current Measure A Transportation Sales Tax (Action)**

ED Steinhauser conducted the first reading of Ordinance 2018-01 adopting a new Marin County Transportation Sales Tax Renewal Expenditure Plan for the next 30 years and renewing the current one-half of one percent retail transactions and use tax, collection for the next 30 years, effective April 1<sup>st</sup>, 2019., noting that action to approve the Ordinance will occur at the July 26, 2018 TAM Board of Commissioners Meeting.

There was no comment on the item.

**8. Award of Contract for Crossing Guard Services and authorize various Inter-agency Agreements (Action)**

ED Steinhauser introduced Dan Cherrier, Principal Project Delivery Manager, and James O'Brien, from Advanced Project Delivery, who presented this item which asked the Board to:

1. Authorize the Executive Director to enter into an agreement with All City Management Services for a Not to Exceed Amount of \$7,700,000 for Crossing Guard Services. The five-year Contract is to terminate July 31, 2023. Actual budget to be approved each year by the TAM Board;
2. Authorize the Executive Director to enter into Amendment 7 of Inter-agency Agreement A-FY 12/13-005 (FA) with Novato Unified School District for reimbursement of four crossing guards. Not to exceed amount to be increased by \$70,000 to \$358,000. The terminate date is to be extended to July 31, 2019;
3. Authorize the Executive Director to enter into Amendment 2 of Inter-agency Agreement A-FY17-02 with Larkspur Corte Madera School District for reimbursement of one crossing guard. Not to exceed amount to be increased by \$18,000 to \$51,000. The terminate date is to be extended to July 31, 2019; and
4. Authorize the Executive Director to enter into Amendment 3 of Inter-agency Agreement A-FY 15/16-001 (FA) with Kentfield School District for reimbursement of one crossing guard. Not to exceed amount to be increased by \$9,000 to \$33,500. The terminate date is to be extended to July 31, 2019.

Mr. O'Brien presented the history of the crossing guard program, noting the contracts have been on three-year renewals for the past twelve years. Staff is proposing extending the contract to five years for a more competitive rate. He noted major companies providing this service in the area are limited to All Cities Management Services (ACMS) and American Guard Services (AGS). He summarized the proposal review, interview, and reference checking process and stated staff recommends awarding the contract to ACMS. He also reviewed the locations included in the amount.

Mr. Cherrier reviewed TAM's agreements with school districts to provide a guard at a location of their choice and pass the cost of that guard to the district for reimbursement to TAM. He added that TAM does not charge the district for the costs incurred for TAM to manage the guard contract. He noted, for the Board, the agreements which are up for renewal and those that are not being renewed.

Chair Moulton-Peters opened and closed the Item for public comment with no speakers coming forward.

Commissioner Hillmer moved to approve the staff recommendation which Commissioner Fredericks seconded. The motion carried unanimously.

**9. Commitment to Program Cycle 2 Local Partnership Program (LPP) Formula Funds and Forward Letter to MTC Requesting Funding Assistance for the Novato Downtown SMART Station (Action)**

ED Steinhauser introduced Dave Chan, Programming Manager who presented the item which recommended that the TAM Board: 1) Recommend that the TAM Board program Local Partnership Program (LPP) Cycle 2 Formula funds to Novato's Downtown SMART Station Phase II; and 2) Recommend the attached letter be sent by TAM to MTC requesting funding assistance in closing the funding gap for the Novato Downtown SMART Station.

He reviewed the purpose of the Local Partnership Program (LPP), noting it has both a competitive component and a guaranteed formula funding component. He stated TAM is eligible under the guaranteed formula for approximately \$500,000 depending on the amount collected through Measures A and B. TAM has programmed prior formula funds to the Marin-Sonoma Narrows Project and the San Rafael Multi-Use Path. This year's exact funding level will be announced June 29 by the CTC and staff recommends programming all available funds to the Novato Downtown SMART Station. The LPP funds will not be enough to cover Novato's entire shortfall, so staff also recommends requesting funds from MTC.

ED Steinhauser noted TAM typically uses these funds for urgent capital needs and that the City of Novato has committed a great deal of its own money.

Chair Moulton-Peters opened and closed the Item for public comment with no speakers coming forward.

Commissioner Lucan moved to program Cycle 2 Local Partnership Program (LPP) formula funds, which Commissioner Arnold seconded. The motion carried unanimously.

Commissioner Arnold moved to forward letter to MTC requesting funding assistance, which Commissioner Lucan seconded. The motion carried unanimously.

**10. FY 18/19 Allocations to Marin Transit**

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

Mr. Chan presented this item which recommended that the TAM Board: 1) as Item 10b, Allocate \$18,061,751 in Measure A Transportation Sales Tax (Measure A, hereinafter) funds to the Marin County Transit District (Marin Transit) from Strategy 1 of the Strategic Plan for FY 18/19; and 2) as Item 10c, Allocate \$1,120,000 in Vehicle Registration Fee (Measure B) funds to Marin Transit for Element 2 of the Measure B Strategic Plan for FY 18/19. He introduced Nancy Whelan, General Manager of Marin Transit, to present the requests and the Marin Transit Status Report.

Ms. Whelan reviewed Marin Transit achievements in FY 2017/18, including the number of trips, greenhouse gas reductions, school transportation achievements, the new Transit Connect Pilot, expanded shuttle service to Muir Woods, and new operating contracts for over 50% of service. She provided a breakdown of expected revenue from Measure A and for Marin Transit overall. She reviewed Marin Transit's specific programs, improvement goals, and performance metrics for school transportation, rural transit, and accessibility. Ms. Whelan reported on the Redwood & Grant station, a new mobile information kiosk, new electric buses to be delivered next month, and the bus stop improvement program. She stated Marin Transit is still looking for a site to park and maintain buses and hopes to have a site this year. She summarized Marin Transit's funding request under Measures A and B.

Commissioner Fredericks asked how the acquisition of the maintenance facility would affect Marin Transit's costs and the overall budget. Ms. Whelan stated it would save approximately \$7 million over ten years as well as provide stability and increased competition for service providers.

- b. Allocate FY 18/19 Measure A Transportation Sales Tax Funds to Marin Transit (Action)

Commissioner Rice moved to allocate the FY 18/19 Measure A funds as requested, which Commissioner Arnold seconded. The motion passed unanimously.

- c. Allocate FY 18/19 Vehicle Registration Fee (Measure B) Funds to Marin Transit (Action)

Commissioner Rice moved to allocate the FY 18/19 Measure B funds as requested, which Commissioner Arnold seconded. The motion passed unanimously.

## **11. Measure A Interest Fund Programming and Allocation**

- a. Program and Allocate Measure A Interest Funds to San Rafael's Multi-Use Path; Program and Allocate Measure A Interest Funds to the Bellam Blvd Approach; and Program Measure A Interest Funds to North South Greenway Projects (Action)
- b. Program Measure A Interest Funds to Yellow School Bus Service in Marin County (Action)

Mr. Chan presented this two-part item which recommended that:

Under Item 11a: the TAM Board authorize:

- 1) programming and allocation of Measure A interest funds in the amount of \$525,000 in redirected funds and \$238,000 in new funds to San Rafael's Multi-Use Path along Francisco Blvd. West for the required construction contingency. Funds are programmed and allocated on the condition that San Rafael uses non-Measure A funds first to fund contingency expenditures before expending Measure A interest funds. All unused Measure A interest funds will be de-obligated and returned to TAM;
- 2) programming and allocation of \$687,000 in Measure A Interest funds to the Bellam Boulevard Approach Project;
- 3) programming of \$1,000,000 in Measure A Interest funds to the North South Greenway Project; and
- 4) amendments to the 2018 Measure A SPU and FY 18/19 TAM Budget in accordance to these actions.

Under Item 11b: the TAM Board authorize: the programming of the remaining unprogrammed Measure A Interest funds of approximately \$1.1 to the Marin Transit for "Yellow School Bus Service" on the conditions that:

- 1) the Reauthorization of the Marin's Transportation Sales Tax is approved by voters in November 2018, and
- 2) the project scope of the Yellow School Bus Service Program is approved by the Marin Transit Board and the TAM Board after the November 2018 election. Included in the recommendation is the condition that if any one of these conditions is not met, the programmed amount of approximately \$1.1 million to Marin Transit will be deprogrammed and remain with TAM for future use.

Mr. Chan provided context on the Measure A interest funds, which result from investment of unspent revenue. The current collection is approximately \$330,000 per year. Mr. Chan reviewed previous uses of these funds, which has been some ongoing expenses such as maintenance of bike/ped Class 1 multi-use pathways, as well as one-time uses for emergency project shortfalls. He reviewed the recommendation to redirect \$525,000 in unused interest funds originally programmed for the Highway 101 Gap Closure Project and \$238,000 in new interest funds to the San Rafael Multi-Use Path; and to program and allocate \$687,000 in interest funds for the Bellam Blvd Approach project and \$1 million in interest funds for the North South Greenway in Larkspur. Mr. Chan stated about \$1.1 million will remain as available interest funds. Staff recommends programming these to the Yellow School Bus Service in Marin County, provided that the reauthorization of Measure A passes in November and a project proposal with matching funds is approved by both the Marin Transit and TAM Boards. ED Steinhauser noted that staff is requesting the approval of programming all four items tonight, but the permanent allocations to the North/South Greenway project and the Yellow School Bus should wait until the projects are further defined and approved.

Commissioner Sears asked why a matching fund was requested of Marin Transit's yellow school bus program and if that has been requested with funding for other agencies. ED Steinhauser stated it is not a large amount and is only available once, so matching funds will extend its impact and provide more support for school transportation. She stated another option is to request funds from cities, towns, and school districts, which becomes a very complicated since the bus service is treated differently among the school districts. Commissioner Sears stated the match requirement seemed overly burdensome. She asked if matches were required for other Measure A funds and ED Steinhauser stated they are not.

Commissioner Fredericks asked what would happen to the interest funds if the reauthorization of Measure A does not pass. ED Steinhauser stated that staff would bring options to the Board for discussion including needs that may become more urgent if the measure fails.

Commissioner Fredericks asked for the supporting of an allocation of funds to the School Bus Service regardless of the measure's passage, to generate needed momentum for the program. ED Steinhauser noted that Marin Transit and local jurisdictions will also face shortfalls in many areas if SB1 is repealed. Staff recommends pausing on the allocation until after the election as a prudent course of action.

Commissioner Fredericks asked if Marin Transit had already started planning for other funding possibilities independent of whether or not the measure passes. ED Steinhauser stated the Marin Transit has begun that process but there is a great deal of analysis and discussion that is needed.

Commissioner Lucan asked if a policy would be considered for interest funds accumulated in the future. ED Steinhauser stated the funds have served very well as an emergency fund source to make up project shortfalls since TAM has no general funds as local jurisdictions do, but rather is project-based. The Board could program accumulated funds annually, but that brings up a risk that if a project costs more than estimated, either it will have to be re-scoped or other programs will have to be cut to pay for it. Commissioner Lucan asked that consideration of formulating a policy be discussed in 2019 so the Board has a framework for these decisions.

Commissioner Lucan asked for an update on the North/ South Greenway project. ED Steinhauser stated the northern segment is 90 percent designed. The widening of the bridge over the creek has generated a lot of negotiations with permitting agencies and Caltrans, so the design is being adjusted in order to finalize those permits, which will lead to a likely cost increase. More details will be brought in September or October to begin construction in early spring.

Commissioner Colbert thanked staff and the Executive Committee for bringing forward these opportunities. He suggested the School Bus Service commitment by TAM and the match by Marin Transit would go a long way toward demonstrating the importance of the program to the public, particularly parents and families. He expressed appreciation for Ms. Whelan's presentation as well. He asked if any other state funds were expected to be allocated to Marin Transit if SB1 was accepted by the voters. ED Steinhauser stated the STA population-based funds would increase under SB1. Mr. Chan stated that STA would receive approximately \$1.25 million in additional funds from SB1.

Vice Chair Arnold asked how much approval authority TAM would have over the final proposal from Marin Transit. ED Steinhauser stated that staff recommends approval by the TAM Board of Marin Transit's proposal.

Commissioner Colin wanted to emphasize that the "San Rafael" Multi-Use Path will benefit the entire region, not just the City and that it serves the SMART station as well. She stated a lot of work has gone into this and expressed appreciation to the agencies that are contributing to this project.

Commissioner Rice wanted to clarify that the interest funds are a one-time use and will not impact the School Bus Service for the life of the program. She also expressed caution about being too prescriptive about the use of these funds. She suggested that they could be used to purchase buses instead of for operational costs. ED Steinhauser stated that it is staff's intent that the funds be used for operation of school bus service.

Commissioner Campbell asked how the fund match would be calculated and if the amount of interest funds allocated would be limited by Marin Transit's budget. ED Steinhauser stated the intent of these one-time funds is to kickstart a process by which yellow bus service receives attention and funding, in an equitable fashion across the county. The matching funds is a mechanism to grow whatever funds TAM dedicates. She noted Marin Transit could use other Measure A funds allocated to the School Bus Service as its commitment.

Commissioner Campbell did not want to dilute or limit the impact of the funds by requiring a burdensome commitment from Marin Transit. He asked if there are funding opportunities from other sources. ED Steinhauser stated there are not many fund sources dedicated to transit operating, noting that in most jurisdictions, nearly half of the funding for transit services comes from local taxes and fees. She stated Marin Transit continually researches other funding opportunities.

Vice Chair Arnold stated she supported the allocation and commented that this is a main priority for TAM as well as the public for reducing congestion. She expressed concern about being too prescriptive in telling Marin Transit how to use the funds. She worried it would set a precedent of overstepping the Board's realm of authority

Ms. Whelan noted that the SB1 additional funds are not eligible for Yellow School Bus Service. However, Marin Transit's budget for this year and Measure A funds requested for the School Bus Service were based on the assumption that those SB1 funds would be available for other needs, so the repeal of SB1 would have a significant negative impact on the School Bus Service.

Commissioner Rodoni stated the recommendation in the staff report mentions the requirement that the project details be approved by the TAM Board but does not mention a fund match, and he felt that would imply that the exact financial commitment requested of Marin Transit could be worked out and presented in that proposal.

Chair Moulton-Peters confirmed with ED Steinhauser that the Measure A funds allocated to Marin Transit could be used for a match with the interest funds. She asked if there would be a cushion of interest funds available after these funds were programmed in case the reauthorization does not pass. ED Steinhauser stated that once the \$1.1 million is allocated, there will no longer be a cushion. She noted that the North South Greenway is also being programmed but not allocated.

Chair Moulton-Peters opened the Item for public comment.

Bjorn Gripenburg of the Marin County Bicycle Coalition noted the multi-use pathway between downtown San Rafael and the Cal Park Hill tunnel has been a challenge for different agencies for several years. He encouraged the Board to move forward with these allocations. He thanked the City of San Rafael for leading this project and thanked the TAM staff for the creative funding solutions.

Seeing no further speakers, Chair Moulton-Peters closed public comment on the Item.

She thanked staff for their work on this complex problem.

Commissioner Connolly moved to program and allocate Measure A interest funds to San Rafael's Multi-Use Path; program and allocate Measure A interest funds to the Bellam Blvd Approach; and Program Measure A interest funds to North/South Greenway Project, which Commissioner Sears seconded. The motion passed unanimously.

Commissioner Rodoni moved to program Measure A interest funds to the Yellow School Bus Service in Marin County, which Commissioner Campbell seconded. The motion passed unanimously.

## 12. Adoption of the TAM FY2018-19 Annual Budget

ED Steinhauser introduced Li Zhang, Chief Financial Officer, to present changes to the annual budget from staff and in response to public comments and present it for adoption. Ms. Zhang stated no comments were received from the public on the budget.

### a. Public Hearing on the Proposed TAM FY2018-19 Annual Budget

Chair Moulton-Peters opened and closed the public hearing on the Item with no speakers coming forward.

### b. Adoption of the TAM FY2018-19 Annual Budget (Action)

Ms. Zhang presented this item which recommended that the TAM Board review and adopt the TAM FY2018-19 Annual Budget, along with the proposed work plans for FY2018-19 and salary schedule effective as of July 1, 2018. She noted the FY2018-19 Salary Schedule with a 3% COLA increase was newly included in the budget documents. She summarized projected revenue by source, noting staff will monitor sales tax collection closely in response to the possibilities of another recession and will keep the Board updated. She shared information on sales tax generation by industry and jurisdiction. She summarized proposed expenditures by categories. She noted staff recommends the Board consider the adoption of a formal COLA adjustment policy in the near future.

She finalized her report by reiterating staff's recommendation for actions the Board should consider: 1) Adopt the FY2018-19 TAM Annual Budget and 2) Approve the 3 percent cost-of-living adjustment effective July 1, 2018.

Commissioner Sears asked about the difference between the COLA adjustments and the 2.5% merit-based salary increases and if both were included in the salary schedule. Ms. Zhang stated the merit-based raises are budgeted for all staff but may not be granted to all staff depending on performance. ED Steinhauser noted that the 2.5% merit steps are included in the salary schedule, are subject to a thorough review, and are not always given.

Chair Moulton-Peters thanked staff for the items reflected in the Work Plans. She asked about the possibility of providing digital links to the agenda packets. ED Steinhauser stated staff is working on it and hopes to have it online in September.

Commissioner Sears asked about the history of the COLA adjustments. Ms. Zhang stated that the Board approved COLA adjustments in 2016 and again in 2017, the first time ever in TAM's 15-year history. Per the board's request, staff has continued to survey other agencies each year to find out what they are doing with regard to COLA increases and makes a recommendation to the Board based on those findings.

Vice Chair Arnold moved to approve the TAM FY2018-19 annual budget with the recommended changes, which Commissioner Hillmer seconded. The motion passed unanimously.

Vice Chair Arnold moved to authorize the 3% COLA increase for all staff, which Commissioner Fredericks seconded. The motion passed with Commissioner Andrews opposing.

**13. 2018 Strategic Plan Update**

- a. Public Hearing on the 2018 Measure A Transportation Tax Strategic Plan Update (SPU)

Chair Moulton-Peters opened and closed a public hearing on the Item with no speakers coming forward.

- b. Adopt the 2018 Strategic Plan Update (SPU) of the Measure A Transportation Sales Tax Program (Action)

Mr. Chan presented this item which recommended that the TAM Board Recommend the TAM Board adopt the 2018 Strategic Plan Update (SPU) of the Measure A Transportation Sales Tax (Measure A) Program. He noted that no public comment was received on the Measure A SPU, and staff recommended no changes other than the addition of the interest funds approved under Item 11.

Commissioner Fredericks moved to adopt the 2018 Strategic Plan Update (SPU) of the Measure A Transportation Sales Tax Program, which Commissioner Lucan seconded. The motion passed unanimously.

**14. MSN Project Update and Letter to MTC Requesting RM3 Funds (Action)**

ED Steinhauser introduced Nick Nguyen to present this item which recommended that the TAM Board receive a project update and authorize the TAM Chair to send the attached letter to the Metropolitan Transportation Commission (MTC) to request Regional Measure 3 funds to complete the design work of the remaining MSN segments in Marin County.

He reviewed the objectives, history, and progress of the project. He reported that Sonoma County completed the design for its last segments and was awarded funds from SB1 to complete the project. TAM has started the design of its last two segments using local funds and expects to run out of these funds this fall. TAM is requesting a letter sent to MTC to request seed money so that construction can begin in the spring of 2020. ED Steinhauser stated staff worked with Caltrans to capture regional ITIP funds, applied for SB1, and requested savings from previous segments of the project be redirected to this, but was not successful in any attempt. She stated staff hopes to finish at the same time as Sonoma County but needs additional funds to be successful.

Commissioner Arnold moved to send a letter to MTC requesting RM3 funds, which Commissioner Sears seconded. The motion passed unanimously.

**15. Caltrans Report (Discussion)**

ED Steinhauser announced the Caltrans report is in the agenda packet and stated former District 4 Director Bijan Sartipi has been invited to TAM's July Board meeting. She noted a new director has not yet been selected yet.

Commissioner Rice moved to adjourn the meeting, which Commissioner Arnold seconded. The motion passed unanimously.

The meeting was adjourned at 9:25 p.m.