

MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
EXECUTIVE COMMITTEE
Administration, Projects & Planning
March 9, 2020
3:30 PM



TAM CONFERENCE ROOM
900 FIFTH AVENUE
SAN RAFAEL, CALIFORNIA

MEETING MINUTES

Members Present: Alice Fredericks, Tiburon Town Council, Committee Chair
Brian Colbert, San Anselmo Town Council
Gary Phillips, San Rafael City Council
Kate Sears, Marin County Board of Supervisors
Damon Connolly, Marin County Board of Supervisors

Other Commissioners Present: Judy Arnold, 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 & Legislation
Derek McGill, Planning Manager
Grace Zhuang, Accounting and Administration Specialist
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 Alice Fredericks called the meeting to order at 3:30 p.m.

1. Chair's Report (Discussion)

Chair Fredericks moved to appoint Commissioner Arnold as an Alternate to the Administration, Projects & Planning Executive Committee, which Commissioner Sears seconded. The motion carried unanimously.

2. Commissioner Comments (Discussion)

There were none.

Commissioner Connolly joined the meeting and was seated at the dais, and Commissioner Arnold left the dais and was seated in the audience.

3. Executive Director's Report (Discussion)

Executive Director (ED) Anne Richman reported that the California Energy Commission (CEC) has accepted a second phase application for matching state funds for EV (electric vehicle) charging installation. She stated that MCE is coordinating the application, which could result in TAM and other agencies each receiving \$80,000 over a 3-year period.

ED Richman also reported that the Town of Corte Madera has acquired 3 new Kia Niro EVs and has plans to install electric charging stations using funds from TAM's Alternative Fuel and Electric Vehicle Program.

ED Richman reported on the State Route (SR) 37 Policy Committee meeting on March 5, 2020, where action was taken to request \$3.3 billion from the FASTER (Freedom, Affordability, Speed, Transparency, Equity, Reliability) measure and to provisionally endorse SB 1408, which would authorize tolling for SR 37.

ED Richman reported on a meeting TAM would be hosting on March 11, 2020, with public agencies including SMART and the City of San Rafael, to discuss both the long term and short term mitigation measures for downtown San Rafael traffic congestion.

ED Richman reported on a forthcoming Marin Commutes spring campaign and TAM's participation in the "Day of Giving" event, alongside staff from Safe Routes to School (SR2S), which was attended by elementary, middle and high school students.

Finally, ED Richman discussed the County of Marin's recommendations relating to the COVID-19 virus, noting that information is available on the County's website. ED Richman confirmed that staff would be monitoring the conditions and would inform the commissioners if office changes became necessary.

Chair Fredericks noted that the public could sign up to the County's website to receive updates. Chair Fredericks announced that Commissioner Connolly had arrived to participate in the remainder of the meeting and Commissioner Arnold recused herself.

Commissioner Colbert joined the meeting and was seated at the dais.

4. Open time for public expression

No one from the public came forward to speak.

5. Approval of the Minutes from February 10, 2020 Meeting (Action)

Commissioner Sears moved to approve the Minutes of the February 10, 2020 meeting, which Commissioner Connolly seconded. The motion carried unanimously.

6. Highway 101 Interchange and Approaching Roadway Study – Authorize Contract for Professional Services (Action)

Principal Project Delivery Manager Bill Whitney presented this item, which asked the Committee to recommend that the Board authorize the Executive Director to execute a contract with the consulting engineering firm of HNTB for the Highway 101 Interchange and Approaching Roadway Study.

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Mr. Whitney discussed the allocation of funds (approximately \$850,000 per annum) under the Measure AA Expenditure Plan for Highway 101 Interchanges, noting that the intent of the program is to identify inefficiencies through a study of the interchanges and local roadways leading to the interchanges, propose improvements, and provide seed money to attract state and federal funds to provide capital improvements. Mr. Whitney discussed a TAM study on bicycle and pedestrian improvements relating to the interchange at East Blithedale and SR 131, which was incorporated into the Ramp Metering Program.

Commissioner Sears stated that the report was invaluable in persuading Caltrans to address traffic congestion.

Mr. Whitney stated that Parisi Transportation Consulting would be working with HNTB to study up to 12 interchanges identified in the Measure AA Expenditure Plan. He discussed details of the study plan, which would include sea level rise impacts, and would explore opportunities to tie in with a project from different agencies.

Mr. Whitney discussed the Request For Proposal (RFP) process, which attracted 5 different proposals, noting that the selected team includes Parisi as the local expert on their sub list. He explained that the scope of work has been determined for a fee not to exceed \$1,875,000 with the studies expecting to take approximately 24 months to complete.

Commissioner Sears asked Mr. Whitney to ensure the team utilized sea level rise maps from Marin County.

No one from the public came forward to speak.

Commissioner Sears moved to recommend that the TAM Board authorize the Executive Director to execute a contract with the consulting engineering firm of HNTB for the Highway 101 Interchange and Approaching Roadway Study in an amount not to exceed \$1,875,000, which was seconded by Commissioner Connolly. The motion carried unanimously.

7. Review 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 (Action)

Deputy Executive Director/Chief Financial Officer Li Zhang introduced this item which asked the Committee to review 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, and refer them to the TAM Board for review and approval.

Ms. Zhang discussed the timeline for the budget, which should be adopted at the TAM Board's June 25, 2020 meeting, and the \$2.42 million in revenue that was collected from registered vehicles under Measure B during FY2018-19. Ms. Zhang stated that that staff is recommending the same amount to be approved as the projected revenue for the FY2020-21 budget, noting that the Measure B revenue generally changes very little due to the nature of being a fixed amount fee per vehicle.

Ms. Zhang discussed sales tax revenue projections and reported on her February meeting with Avenu Insights & Analytics LLC, the consultant that helps TAM and many other local agencies monitor sales tax collections. She stated that staff is recommending the most conservative revenue estimate of \$27.5 million to be used for the development of the FY2020-21 budget development due the current COVID-19 health crisis and its potential impact on the economy, noting that staff would monitor sales tax revenue collection closely and propose any necessary adjustments to the Board at future meetings.

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In response to Chair Fredericks, Ms. Zhang stated that the main sectors that contribute sales tax revenue in the County include restaurants and retail. ED Richman noted that information regarding sales tax by category is included in the packet.

Commissioner Colbert expressed surprise that tourism was not included as a source of revenue and Ms. Zhang noted that the spending source would be included in restaurant and gas sales tax.

No one from the public came forward to speak.

Commissioner Sears moved to recommend that the TAM Board review and accept 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, which was seconded by Commissioner Colbert. The motion carried unanimously.

8. Marin County US 101 Bus on Shoulder Feasibility Study Contract Authorization (Action)

Planning Manager Derek McGill introduced this item with a recommendation that the Committee review and request authorization from the Board for the Executive Director to enter into Contract with Kimley-Horn to prepare the Marin County US 101 Bus on Shoulder Feasibility Study in the amount not to exceed \$308,000.

Mr. McGill confirmed that TAM entered into a funding agreement with the California Department of Transportation (Caltrans) and released an RFP in January 2020 to retain a consultant to perform the study. Mr. McGill explained that Bus on Shoulder programs provide travel time savings and increase transit reliability, particularly during congested periods.

Mr. McGill discussed the operation of a pilot study, the transit operators that use the corridor, and the scope of work that would include operations planning, public outreach, and training for vehicle operators. He noted that TAM would need to work with transit operators, the California Highway Patrol (CHP), Caltrans, and the cities to implement the pilot program.

Mr. McGill discussed the RFP process. He stated that the selection committee unanimously supported the selection of Kimley-Horn & Associates, and that the TAM Board will be asked to approve a contract not to exceed \$308,000, which is the amount TAM received from Caltrans.

Commissioner Connolly and ED Richman discussed Metropolitan Transportation Commission's (MTC's) position on Bus on Shoulder programs, and Mr. McGill noted that MTC is exploring potential areas where Bus on Shoulder might be a feasible solution to improve travel time for transit operators. He stated that Santa Clara and Contra Costa counties are advancing pilot programs.

Commissioner Connolly made a motion to recommend that the Board authorize the ED to enter into Contract with Kimley-Horn to prepare the Marin County US 101 Bus on Shoulder Feasibility Study in the amount not to exceed \$308,000, which was seconded by Commissioner Sears. The motion carried unanimously.

9. Plan Bay Area 2050 Marin County Project List (Action)

Mr. McGill introduced this item, which asked the Committee to review and refer to the TAM Board the Marin County Revised Project List for Plan Bay Area (PBA) 2050, and provide input on a letter of commitment to MTC for improvements to SR 37 (as part of the PBA 2050 effort).

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Mr. McGill provided background information on PBA 2050. He discussed the need for TAM to submit projects for inclusion in the Regional Transportation Plan (RTP) every 4 years, noting that the intent of the plan is to meet greenhouse gas reduction targets that are required to continue receiving state and federal funding.

Mr. McGill stated that the Marin County Project List was developed in April 2019 with input from public outreach efforts conducted for Regional Measure 3 (RM3) and Measure AA, and approved by the Board at its April 25, 2019 meeting. In January 2020, MTC suggested the list is revised and also requested a letter of commitment for improvements to SR 37.

Mr. McGill discussed TAM's goal to submit as many projects as possible for the RTP to compete for regional funds such as RM3. He explained that staff identified projects that meet the air quality performance requirements and are likely to receive funds.

Mr. McGill discussed an equity assessment performed by MTC for SR 37, which did not meet two guiding principles of PBA 2050 related to affordability and health. He explained that county transportation authorities have been requested to submit a letter of commitment to MTC showing willingness to study ways of improving conditions for projects that did not meet the criteria. Mr. McGill asked the commissioners for their feedback on the strategies identified in the staff report that could be addressed in draft letter.

Mr. McGill and Commissioner Sears discussed transit alternatives, which Mr. McGill stated could be an express bus service, for example.

Chair Fredericks expressed her appreciation of staff for providing a complete picture of funding sources.

Commissioner Colbert and staff discussed the possibility of adding San Anselmo's Hub project to the project list and ED Richman suggested the project could be developed and submitted on a future list. Mr. McGill noted that the Hub study has been added under intersection improvements and he elaborated on the PBA 2050 process.

No one from the public came forward to speak.

Commissioner Sears made a motion to recommend that the Board review and approve the Marin County Plan Bay PBA 2050 Revised Project List, and provide input on a letter of commitment to the MTC for improvements to SR 37, which Commissioner Colbert seconded. The motion carried unanimously.

The meeting was adjourned at 5:10 p.m.

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