



MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
EXECUTIVE COMMITTEE  
Administration, Projects & Planning  
February 10, 2020  
3:30 PM

TAM CONFERENCE ROOM  
900 FIFTH AVENUE  
SAN RAFAEL, CALIFORNIA

**MEETING MINUTES**

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

Members Absent: Brian Colbert, San Anselmo Town Council

Other Commissioners Present: Judy Arnold, Marin County Board of Supervisors  
Stephanie Moulton-Peters, Mill Valley City Council

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

Others Present: Bin Zeng, Senior Auditor, Moss, Levy & Hartzheim LLP

*Chair Alice Fredericks called the meeting to order at 3:30 p.m.*

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

Chair Fredericks noted she did not have a report.

**2. Commissioner Comments (Discussion)**

There were none.

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

Executive Director (ED) Anne Richman reported on the first US 101 to I-580 Direct Connector Ad-hoc Committee meeting on January 27, and the impending advertisement for bids by the County for construction of the Sir Francis Drake Blvd Corridor Project noting that TAM has provided \$14 million for the project.

ED Richman reported on the Safe Routes to Schools Team Leader luncheon, the expansion of the GetSMART Lyft incentive program and the pilot bikeshare program relating to the opening of new Sonoma Marin Area Rail Transit (SMART) stations.

ED Richman also reported on TAM's upcoming participation in the Annual Day of Giving on March 7, 2020 where TAM will team up with Safe Routes to School staff to provide information about projects and programs and to request pledges to commit to trying alternative to driving alone.

Last, ED Richman provided an update on the FASTER (Freedom, Affordability, Speed, Transparency, Equity, Reliability) measure, noting that the Metropolitan Transportation Commission (MTC) is considering combining the measure with AB 1487, which supports affordable housing.

### **4. Open Time For Public Expression**

Cindy Winter of Larkspur, commented on MTC's draft Regional Bicycle Superhighway Network, which is proposed as part of Plan Bay Area 2050. Ms. Winter stated that TAM should support the proposal.

### **5. Approval of the Minutes from January 13, 2020 Meeting (Action)**

Commissioner Sears moved to approve the Minutes of the January 13, 2020 meeting, which Commissioner Phillips seconded. The motion carried unanimously.

### **6. Review and Acceptance of the 2019 Measure A Compliance Audit Results (Action)**

Li Zhang, Deputy Executive Director/Chief Financial Officer, and Bin Zeng, Senior Auditor with Moss, Levy & Hartzheim LLP, presented this item which recommends that the Committee review the 2019 Measure A Compliance Audit results for referral to the TAM Board for acceptance.

Ms. Zhang confirmed the TAM Board approved the compliance audit list at their June 2019 meeting. She discussed the audit process, which included a workshop held in August 2019 for the funding recipients.

Mr. Zeng described the audit process, noting that they typically audit one strategy for each auditee and employ different procedures depending on the project/program that utilized the funding. He noted that the reports in the packet describe the procedures in detail.

Mr. Zeng proceeded to discuss the results of each of the compliance audit, noting that the City of San Rafael was the only agency that incurred an observation, which was related to the proper accounting of the eligible expenditures under the correct general ledger. He confirmed that all the funds allocated to the City of San Rafael, Marin Transit, County of Marin, City of Sausalito and the Town of Fairfax were used appropriately.

In response to Commissioner Phillips, Mr. Zeng confirmed that the City of San Rafael correctly used the funds provided to them for path maintenance. Ms. Zhang explained that the wrong codes had been applied to the accounting system, but the amount of funds provided matched the invoices submitted. She confirmed that the policy

for Measure A interest provides 50% of eligible expenses and that staff at the City of San Rafael are seeking to avoid this type of error in future.

Ms. Zhang stated that staff will be working with the Citizens' Oversight Committee (COC) to revise the current compliance audit policy and incorporate Measure AA into the process. The revised policy will be presented for the TAM Board's approval in the near future.

No members of the public came forward to speak.

Commissioner Phillips moved to accept the 2019 Measure A Compliance Audit Results for referral to the full TAM board for acceptance, which Commissioner Sears seconded. The motion carried unanimously.

## **7. Marin County State Route 37 Segment A1 Adaptation Study Presentation (Discussion)**

ED Richman introduced Dan Dawson, Marin County Public Works Department, and Nick Nguyen, TAM's Principal Project Delivery Manager, to present this discussion item.

Mr. Nguyen discussed the Adaptation Study, reviewing the study scope, and the key findings in the areas of transportation and habitat. Mr. Nguyen stated that TAM contributed funds to the study and concurrently worked with the County on how to address flooding and sea level rise without raising the roadway. He noted that the study should feed into subsequent reports from Caltrans who will begin the environmental clearance progress.

Mr. Dawson provided an overview of the Adaptation Study and explained that the levees currently protecting the area were built primarily for agricultural purposes. He stated that Segment A1 of the roadway would need to be raised at least 18 to 22 feet under Caltrans' High Risk Design standards with interchange improvements that include Atherton Avenue and Hwy 101, and that any future plans to extend SMART to the East Bay could affect the project. Mr. Dawson also discussed the issues surrounding the habitat areas, which include flooding and water flow problems caused by Novato Creek Bridge.

Mr. Dawson discussed the Technical Advisory Group, the problems faced by State Route 37 (SR37), including increased sea level rise and its effect on habitat restoration, and project costs. He presented maps showing the extent of flooding and road height, and he discussed the four main design approaches ("Visions") identified in the study, including reconstructing levees and raising and widening the bridge over Novato Creek, and construction of a new levee and viaduct structure that would offer habitat opportunities.

In response to Commissioner Sears, Mr. Dawson clarified the lifecycle costs of the different designs. In response to Commissioner Arnold, Mr. Dawson confirmed that freight rail utilizes the rail track.

Mr. Dawson discussed the difficulty of amortizing the total cost of each Vision over a 30-year period for comparison purposes in response to Commissioner Phillips, noting that the projected costs are speculative. Mr. Nguyen stated that the scope of the studies was limited due to the size of the grant.

In response to Commissioner Connolly, Mr. Nguyen discussed the purpose of the study and its future role in Caltrans' environmental clearance process.

Commissioner Phillips expressed the need to move forward with a project to alleviate traffic conditions on SR37 as soon as possible. Mr. Nguyen stated that MTC is working on Segment B where there is most congestion and Commissioner Sears expressed satisfaction with the study because Segment A has not been prioritized and the study provides alternatives for consideration.

Chair Fredericks asked if the study and design efforts could be used to fix SR37 incrementally, which she thought would be more productive. Mr. Dawson stated that the ultimate cost could be more if the project were undertaken in a piecemeal fashion.

Commissioner Arnold asked if Caltrans would consider a toll road and Mr. Nguyen noted that a toll road is being considered for Section B.

There were no public comments on this issue.

ED Richman stated that the draft report has been released for public comment until Thursday, February 13, 2020, and that the presentation to the TAM Board could include any comments. She noted that the draft report was posted on the TAM website.

*The meeting was adjourned at 4:30 p.m.*

Approved March 9, 2020