



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
TAM

JANUARY 28, 2021
6:00 PM

Virtual Meeting

MEETING MINUTES

Members Present: Alice Fredericks, Tiburon Town Council, TAM Vice-Chair
Beach Kuhl, Ross Town Council
Brian Colbert, San Anselmo Town Council
Charles Lee, Corte Madera Town Council
Damon Connolly, Marin County Board of Supervisors
Dennis Rodoni, Marin County Board of Supervisors
Eric Lucan, Novato City Council
James Campbell, Belvedere City Council
Chance Cutrano, Fairfax Town Council
Judy Arnold, Marin County Board of Supervisors, TAM Chair
Kate Colin, San Rafael City Council
Katie Rice, Marin County Board of Supervisors
Kevin Haroff, Larkspur City Council (Alternate)
Stephanie Moulton-Peters, Marin County Board of Supervisors
Susan Cleveland-Knowles, Sausalito City Council
Urban Carmel, Mill Valley City Council

Members Absent: Dan Hillmer, Larkspur City Council

Staff Members Present Anne Richman, Executive Director
David Chan, Manager of Programming and Legislation
Denise Merleno, Executive Assistant
Helga Cotter, Senior Accountant
Li Zhang, Chief Financial Officer/Deputy Executive Director
Molly Graham, Public Outreach Coordinator
Scott McDonald, Senior Transportation Planner

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

Chair Arnold welcomed everyone to the meeting and asked Executive Assistant Denise Merleno to conduct a roll call to ensure a quorum. A quorum of the Board was confirmed and detailed information about how the public may participate was provided.

1. TAM Annual Selection of Chair and Vice-Chair, Appointments to the TAM Executive Committees, Review of Ex-Officio Members, and Issue Oath of Office for New Members (Action)

Chair Arnold thanked the Board for the opportunity to serve as TAM's Chair and called upon Vice-Chair Fredericks who stated that she was proud to be in service to TAM.

On the matter of the annual selection of the TAM Chair and Vice-Chair, Chair Arnold stated that she and Vice-Chair Fredericks were nominating the appointment of Novato Council Member, Commissioner Eric Lucan as the Chair and Marin Supervisor District 3, Commissioner Stephanie Moulton-Peters as the Vice-Chair for 2021. She stated that if approved, the newly appointed officers would take their seats at the February board meeting.

Before moving forward with the nomination, Executive Director (ED) Anne Richman issued an oath of office to three new TAM Commissioners: Supervisor Stephanie Moulton-Peters, San Rafael Mayor Kate Colin, and Fairfax Councilmember Chance Cutrano.

Commissioner Rice made a motion to appoint Commissioner Eric Lucan as the Chair and Commissioner Stephanie Moulton-Peters as the Vice-Chair for 2021, which was seconded by Commissioner Lucan. A roll call vote was conducted, and the motion passed unanimously.

Commissioner Lucan thanked the Board for the appointment and expressed his optimism at what lies ahead in 2021.

Commissioner Moulton-Peters stated she was excited to be returning to the TAM Board and was looking forward to working with the new Chair to accelerate TAM's journey.

On the matter of appointments to the Executive Committees, Chair Arnold stated that TAM's Administrative Code calls for the TAM Chair and Vice-Chair to serve as the Chairs of the Funding, Programs & Legislation (FPL) Executive Committee and the Administration, Projects & Planning (APP) Executive Committee, respectively. Chair Arnold nominated Larkspur City Councilmember, Commissioner Dan Hillmer to fill the one remaining vacancy on the APP Executive Committee.

Commissioner Haroff made a motion to appoint Commissioner Dan Hillmer to the APP Executive Committee, which was seconded by Commissioner Lucan. A roll call vote was conducted, and the motion passed unanimously.

2. Chair's Report (Discussion)

Chair Arnold reported on changes to the membership of two of TAM's ad-hoc committees. She stated that Commissioners Colin, Colbert and Moulton-Peters would join the Safe Routes to Schools Ad-hoc Committee and that Commissioner Colin would join the Northbound 101 to Eastbound I-580 Direct Connector Project Ad-Hoc Committee. She noted that these changes were necessary due to vacancies created when previous commissioners stepped away from public office.

3. Commissioner Matters Not on the Agenda (Discussion)

None.

4. Executive Director's Report (Discussion)

ED Richman thanked Chair Arnold and Vice-Chair Fredericks for their leadership through a challenging 2020 and she welcomed the new officers, Commissioners Lucan and Moulton-Peters, and stated she looked forward to working with them.

She highlighted recent activities including the approval of \$40.1 million by the California Transportation Commission (CTC) for the Marin Sonoma Narrows Project; the completion of a Safe Pathways Project in San Rafael, new technical resources available on TAM's website to support the adoption of electric vehicles (EV) and bikes; the award of the construction contract for the northern segment of the North-South Greenway to Disney Construction; a brief report on the Agency's revenue and budget adjustments including indicators that sales tax

collection may not have been as negatively impacted due to the shelter-in-place order as originally thought; a new tool created by TAM, to be shared within Marin's jurisdictions, which will analyze vehicle miles traveled; meetings of the Northbound 101 to Eastbound I-580 Direct Connector Stakeholder Working Group; the release of the Metropolitan Transportation Commission's (MTC's) Plan Bay Area (PBA) 2050 – Final Blueprint Outcomes Report; the East Blithedale Rehabilitation Project's target to begin construction sometime this summer; recognition of Meredith Groves, a school crossing guard stationed in West Marin, as the Crossing Guard of the Year for 2020; Caltrans' Draft Pedestrian Plan & Bike Highway Study planning efforts; and \$975 million in COVID relief funds that will come to the Bay Area transit operators which will be distributed by MTC.

Commissioner Carmel asked if funding cuts to the Safe Routes to Schools (SR2S) Program would be reconsidered given the indications that revenues have not been as stunted due to the COVID crisis as originally anticipated.

ED Richman replied that this will be reviewed over the span of the next few months with the assistance of the newly reconstituted SR2S Ad-hoc Committee and as TAM enters its budget development cycle for the coming year.

5. Commissioner Reports (Discussion)

a. MTC Report – Commissioner Connolly

Commissioner Connolly reported on topics covered at the January MTC meeting including: a \$180 million allocation for certain Bay Area transit operators, including Golden Gate Transit, from the Corona Virus Response and Relief Supplementary Appropriations (CRRSSA) Act of 2020 as a “true-up” to account for revenue decreases experienced by the operators in 2020; federal funding that is available for projects eligible under the MTC Safe and Seamless Mobility Quick Strike Program; the approval of the PBA 2050 Final Blueprint; Senator Bill Dodd's decision to refrain from moving forward, this year, with his legislation to toll State Route (SR) 37.

b. Marin Transit Report – Commissioner Colin

Commissioner Colin reported that she was appointed as Marin Transit's Board President for 2021 and she thanked outgoing President, Commissioner Rodoni, for his leadership in 2020. She noted that ridership is 60 percent lower than the same time last year due to COVID but that the agency retained more riders than other operators. She stated that, while many agencies have cut services, Marin Transit has added services to eradicate “pass-ups.” She finalized her report by reporting on Marin Transit's transit worker appreciation event that recognized 530 operations staff.

c. SMART Report – Commissioner Lucan

Commissioner Lucan, who served as the Sonoma Marin Area Rail Transit (SMART) Chair for 2020, reported that Sonoma County Supervisor David Rabbitt, was appointed as the Chair for 2021 at SMART's January board meeting. He noted that the budget, performance metrics, building a capital plan, continuing the listening session with the community, and formulating a “welcome back” campaign to encourage the return to riding transit, and SMART's new role as the common freight carrier on the line. He also stated that Sonoma Supervisor Susan Goran had been appointed to the SMART Board and that TAM Commissioner Kate Colin would be appointed to the SMART Board meeting by the TAM Board later in this meeting.

Commissioner Rice expressed her appreciation to Commissioner Lucan for his service to SMART.

6. Open Time for Public Expression

Chair Arnold asked if any members of the public wished to speak or had sent in an e-comment, and hearing none, she moved on to the next item.

7. CONSENT CALENDAR (Action)

- a. Approve TAM Board Meeting Minutes of November 19, 2020
- b. Appoint TAM Board Member Kate Colin to the Sonoma-Marine Area Rail Transit District (SMART) Board of Directors
- c. Amendment to Professional Service Contract with Kimley-Horn & Associates, Inc. for the Northbound 101 to Eastbound 580 Direct Connector Project
- d. Review and Acceptance of the FY2020-21 Second Quarter Financial Report
- e. Acceptance of Revisions to the TAM Human Resources Policies and Procedures

On Agenda Item 7c: Amendment to Professional Service Contract with Kimley-Horn & Associates, Inc. for the Northbound 101 to Eastbound 580 Direct Connector Project, Commissioner Rodoni asked whether staff had reviewed the contract's scope for work that may not have been done due to the pandemic which might be credited to the account before an increase in the contract amount was considered.

Commissioner Connolly agreed with Commissioner Rodoni's comment and asked if staff was able to justify the contract amount with the scope of work that has been completed.

Dan Cherrier, TAM Project Delivery Manager, responded that most of the outreach that was contracted for has been or remains on track to be carried out. He noted that the increase in the contract was due to the establishment of an executive steering committee, newly added alternatives, a new equity component, and a traffic study that was conducted due to the introduction of a shared lane on the bridge, and none of these were part of the original scope of work.

Commissioner Cleveland-Knowles moved to approve the Consent Calendar, which was seconded by Commissioner Kuhl. A roll call vote was conducted, and the motion passed unanimously.

8. Review and Approve the FY2019-20 COC/2020 TAM Annual Report (Action)

ED Richman introduced the item which recommended that the TAM Board reviews and approves the FY2019-20 Citizens' Oversight Committee (COC)/2020 TAM Annual Report and directs staff to finalize the report with the COC Annual Report Sub-Committee and make it available to the public in February.

She introduced Peter Pelham, TAM COC Chair, to present the report. He provided an overview of the COC's role and noted that this year's report was dedicated to Bob Burton, who was a charter member of the COC, and passed away early this year after decades of devoted public services in Marin. Mr. Pelham noted that the Annual Report describes how TAM remains a fiscally responsible agency and how the COC continues to serve as part of the system of checks and balances to confirm that funds are spent efficiently and as promised.

Commissioner Moulton-Peters thanked Mr. Pelham for his leadership on the COC over the years.

Commissioner Moulton-Peters moved to approve the FY2019-20 COC/2020 TAM Annual Report and direct staff to finalize the report with the COC Annual Report Sub-Committee, which was seconded by Commissioner Campbell. A roll call vote was conducted, and the motion passed unanimously.

9. Adopt the 2021 Legislative Platform (Action)

ED Richman introduced Gus Khouri of Khouri Consulting to present this item which recommended that the TAM Board adopt the proposed 2021 Legislative Platform.

Mr. Khouri reviewed changes in the state legislature after the November 2020 election, the proposed FY 2021-22 state budget, and the Governor's plan to rid the state of gas-powered automobiles in favor of zero-emission vehicles. Turning to the agency's legislative platform for 2021, Mr. Khouri reviewed the background information, goals and strategies on how to achieve the goals for each of the six issues that TAM wanted to address. Those issues included: 1) Acquiring state funding for TAM's priority projects; 2) Addressing mobility and meeting state climate change mandates; 3) Leveraging regional partnerships; 4) Enhancing multi-modal options; 5) Seeking efficiencies; and 6) Pursuing federal funding opportunities.

In response to a question from Chair Arnold, on the topic of SR 37, Mr. Khouri stated that he listed the roadway as a priority that TAM would direct resources to if new state funding becomes available.

Commissioner Moulton-Peters thanked staff and Mr. Khouri for the new Legislative Platform format presented and commented it was much easier to follow.

In response to a request for clarification by Commissioner Colbert about the Ralph Brown Act, Mr. Khouri stated that he felt it was important to include language in TAM's platform that supported streamlining provisions, such as allowing remote meetings to continue under certain circumstances even after the expiration of the current pandemic-related Executive Order.

Commissioner Lucan moved to adopt the proposed 2021 Legislative Platform as reflected in the staff report, which was seconded by Commissioner Colbert. A roll call vote was conducted, and the motion passed unanimously.

10. Review and Acceptance of the 2020 Measure A/AA Compliance Audit Results (Action)

ED Richman introduced Li Zhang, Chief Financial Officer/Deputy Executive Director, and Bin Zeng, Audit Manager of Moss, Levy & Hartzheim LL. Ms. Zhang and Mr. Zeng presented this item which recommended that the TAM Board review and accept the 2020 Measure A/AA Compliance Audit results. Ms. Zhang reviewed the audit policy, the general process and timeline, and the public agencies/contractor that were selected for the 2020 audit cycle. Mr. Zeng announced that there were no findings or observations for any of the six auditees. He then reviewed the projects that were audited for each of the auditees.

Commissioner Kuhl moved to accept the 2020 Measure A/AA Compliance Audit results, which was seconded by Commissioner Campbell. A roll call vote was conducted, and the motion passed unanimously.

11. MTC Safe and Seamless Mobility Quick-Strike Program (Discussion)

ED Richman introduced David Chan, Manager of Programming and Legislation, who presented this informational item for discussion.

Mr. Chan stated that MTC is sponsoring this competitive grant program that uses federal funds for projects that promote bike/ped safety and mobility, connections to transit, and those that advance equitable mobility. He provided the background on the program; key dates including the March 30 deadline for nominating projects and the anticipated approval of recommended projects by MTC on June 23; expected funding that will be available for approved projects in Marin, and the application process that local jurisdictions must follow to request the nomination of a project.

Commissioner Rice asked if the funding is guaranteed to come to Marin. Mr. Chan stated that the estimated \$1.5 million is not guaranteed, however it is expected that Marin will receive a similar level of funding from the program.

Commissioner Rice asked for clarification on the phrase, "obligated by September 2022" and whether it meant that the funds had to be assigned to a project by that date or that the project had to be under construction by that time.

Mr. Chan stated that the project sponsor must have its construction package ready for submission to Caltrans and that the sponsor will be required to enter into a contract within six months after the money is obligated. He added that all sponsors are aware of these critical milestones.

Commissioner Rice then asked, and Mr. Chan agreed, that the timeline described sets up a project for construction in 2022 or in early 2023. She commented that it seems like a lengthy timeframe given that eligible projects are supposed to be shovel ready.

Commissioner Lucan asked if project sponsors should plan to submit projects that add up to the estimated \$1.5 million or if they should exceed that dollar amount since, as Mr. Chan stated, the exact funding level has not been determined.

Mr. Chan replied that the Commissioner's question had been posed to MTC staff who suggested submitting up to double the dollar amount that Marin is estimated to receive.

Commissioner Lucan asked whether many smaller or just a few larger projects should be submitted.

Mr. Chan stated that MTC staff will consider local priorities when ranking projects but that it will not be the determining factor when awarding projects. Regarding the number and size of projects to submit to MTC, Mr. Chan suggested that the TAM Board will need to decide this at its March meeting.

Chair Arnold thanked Mr. Chan for his presentation.

The meeting was adjourned at 7:50 p.m.