

**TRANSPORTATION AUTHORITY OF MARIN (TAM)
EXECUTIVE COMMITTEE MEETING
OCTOBER 12, 2005**

Commissioner members present: Al Boro, Vice-Chair, City of San Rafael
Peter Breen, Town of San Anselmo
Alice Fredericks, Town of Tiburon
Joan Lundstrom, City of Larkspur
Cynthia Murray, Marin County Board of Supervisors

Commissioner members absent: Steve Kinsey, Chair, Marin County Board of Supervisors
Lew Tremaine, Town of Fairfax

Staff members present: Dianne Steinhauser, TAM Executive Director
Craig Tackabery, Assistant Director
Bill Whitney, Senior Civil Engineer
Kathleen Booth, Recording Secretary
Nolte consultant team

Vice Chair Boro called the meeting to order at 2:10 p.m.

1. Approval of Minutes from September 14, 2005 Meetings

The minutes from September 14, 2005 were approved without revision.

2. Executive Director's Report

RM2

Executive Director Steinhauser reported we have been working with the city of Larkspur to implement by change order, widening of Sir Francis Drake directly underneath the freeway interchange at 101. This project will be funded out of RM2. The contractors recommended price coming back was \$600,000 versus the \$300,000 that had been originally estimated to do the work. Our understanding of that increase is that it had a lot to do with the price of asphalt. We have been talking with the city of Larkspur about the ability to find local funds and they found it difficult because they had already invested significant local funds. We want to bring recommendation to board at the end of October to amend our request for funding from MTC and increase the RM 2 funds from \$300,000 to \$600,000.

Bill Whitney of TAM staff stated that the original allocation asked for \$430,000 to the project. We thought the bids were going to be much less and asked for \$330,000. Therefore, there's an extra \$100,000 that has already been allocated toward the project. We are still \$170,000 short.

Executive Director Steinhauser stated it would still need to come to the TAM board in October for action since it is required in the RM2 policies and procedures.

Commissioner Lundstrom stated it is the first RM2 to get done, and it has great public benefit because it is not a local road, but an onramp to 101 north. It is a visible project and a unique opportunity, and the timing is important.

Administrative Set-up

Executive Director Steinhauser reported there was no Administrative Set-up report in the packet today. There were only a few minor changes and there are a number of items in the works. This includes working with the recommended brokers, looking for a TAM office site, and working with human resources consultant. She plans to bring to the Commission a summary of the activities in November.

Strategic Plan

Executive Director Steinhauser stated there was a staff report in the packet to discuss Strategic Plan policy elements and schedule. There is a schedule list we just found out about that may push the schedule a bit.

3. Safe Routes to School Parent Survey and SchoolPool Program -

Assistant Director Craig Tackabery talked about status of the School Pool program issues. The TAM Safe Routes to School program work scope includes a task for the evaluation of the existing program. As part of this task, a survey will be distributed to parents from participating schools in order to assess the strengths and weaknesses of the program. The survey will also seek to identify opportunities and obstacles for achieving a successful program. The findings from the survey will provide the SR2S team and TAM with information on the effectiveness of the SR2S program and recommendations for changes and additions to the program.

Staff is considering a number of options regarding the implementation of the carpooling element of the Safe Routes to School Program. Additional requirements can make the currently scoped program more costly and time consuming to carry out. Options and strategies for continuing the program will be discussed at the meeting. At this time there are no recommendations on School Pool.

Safe Routes to School Parent Survey

The Executive Committee was asked to review the survey and provide feedback on its content.

Commissioner Fredericks questioned assumptions that all parents are aware of the programs. Should parents be aware of all programs? She suggested put a 1 if child participated and put a 2 if they never heard of it.

Commissioner Murray asked how the survey would be distributed. Assistant Director Tackabery responded through Friday folders and on the Internet.

Commissioner Lundstrom suggested getting a list of the parent volunteers who have been coordinating the program for the last couple of years. Send the survey directly to those folks. Have their names and what schools they're at. She would like people who have been involved in this to respond to it.

Commissioner Murray asked if we're paying for return postage. If we don't, we will not get a good response back.

Commissioner Lundstrom suggested that seven pages are too long. Assistant Director Tackabery stated it's really four pages as a foldout.

Commissioner Breen questioned sending out as a sample.

Commissioner Murray noted that the beginning assumes there is a problem. Maybe they don't think there is a problem. Identify the concerns, and then ask for solutions.

Commissioner Breen suggested shortening the survey. Commissioner Lundstrom questioned why the household income. She stated that the survey could ask for suggestions. She suggested homerooms encourage carpooling

The Executive Committee requested the Safe Routes to School Parent Survey be brought back with their suggestions before going to the full TAM board.

4. Strategic Plan Policy and Schedule

Executive Director Steinhauser began the discussion by talking about the draft schedule. TAM staff now wishes to capture the financial assumptions within a larger Strategic Plan document. The Strategic Plan will have a number of overall guiding principles, as well as establish policies and procedures for the allocation and usage of Measure A funds, guiding both TAM staff and project and program sponsors: The Executive Committee is asked to consider the Guiding Principles, as well as the Strategic Plan adoption schedule.

Executive Director Steinhauser stated an option was adopt a pro-rata share of funding and make adjustments after the information comes. Commissioner Murray suggested pro-rata placeholders and then plug in information that can't exceed the numbers.

Commissioner Murray questioned where the three Guide Principles came from. Executive Director Steinhauser answered that we took what we saw in the expenditure plan as elements for consideration and tried to capture them within the themes.

Commissioner Murray questioned the need for environmental language. Executive Director Steinhauser responded it could be tied into project delivery. Commission Murray questioned the need for some language regarding disruption to people.

The Executive Committee requested a stand-alone bullet for environment language combined with a statement regarding distribution to people when doing the projects.

There was discussion of the following Staff Report bullet: Support timely and cost-effective project delivery, ensuring all strategies progress towards measurable improvements. Executive Director Steinhauser stated the purpose of this was to make sure the money is active.

Commission Murray moved and Commissioner Lundstrom seconded a recommendation the Executive Committee concur with the Guiding Principles and the Revised Strategic Plan Development Schedule with the changes to the timeline and the addition of the bullet for environmental language and disruption to people

5. Highway 101 GAP Closure Projects

Executive Director Steinhauser introduced the Highway 101 GAP Closure Projects. She stated we're heavily involved in meeting the requirements of the expenditure plans in the vicinity of the segment 4 Gap Closure Project. This is the implementation of sound-absorbing material, and the implementation of a Class 1 bike/ped path.

Connie Preston of Vali Cooper Consultants discussed various alternatives for bike/ped bath with various groups and have narrowed it down to two primary alternatives, one on east side of the road, and the other one on the west side of the road. Upon further investigation, there have been some issues that impact western alternative and have made it more difficult to implement. The current agreement with all parties is between Mission and Linden the bike/ped will be on the east side. The TAM executive committee reviewed and discussed the alternatives and reviewed the map.

Executive Director Steinhauser noted the following from the staff report: The issue for TAM to consider is that the agreement will likely not be able to commit to a firm date for reimbursement to TAM for the soundwall support or construction costs. In order not to delay the HOV lane project, the environmental clearance and design work must start no later than January 2006, with the release of an RFP for this work no later than end-November 2005. Depending on the source, interim funding may or may not be available in this timeline. If TAM is willing to use a fund source under its control for the design of the relocated soundwall, in order not to delay the highway project, it may need to dedicate those funds prior to a definitive reimbursement commitment from SMART. An appropriately dedicated fund source such as the future sales tax for SMART will not be available for this support activity or for the commitment of construction funds. Likewise, in June 2006, so as not to delay the construction of the relocated soundwall as part of the Gap Closure project, TAM may need to dedicate construction capital funds, as well, prior to a definitive reimbursement commitment from SMART. Note that public outreach and acceptance for this relocated wall will also need to occur.

Commissioner Murray suggested TAM invite SMART to the TAM board meetings.

Throughout the development of the alternatives, TAM has been coordinating with the City of San Rafael, SMART and Caltrans, and has sought input from MCBC. It is our goal to present a viable, preferred alternative to the board within the next couple of months.

6. 2006 State Transportation Improvement Program (STIP)

Executive Director Steinhauser reported due to the continued fiscal crisis in the State Highway Account, the California Transportation Commission (CTC) is proposing that the funding programmed in the 2004 STIP be respread. The funding shown is still highly uncertain, with revenues projected from Prop 42 and tribal gaming bonds. The CTC is expected to likely continue its allocation practices over the past few years and prioritize capacity increasing projects with the limited funds that actually are available in any given fiscal year. She talked about attachment 2006 RTIP, respreading, new capacity target. We want to reserve first couple of years of funding to deal with the Gap Closure. We need to retain a 2.2 million dollar commitment for Marin Sonoma Narrows project in 2007/2008. She noted there was unique estimate for Novato Transit hub in Novato, as 70% of the money available is PTA funds that must be spent on transit projects.

Commissioner Murray moved and Commissioner Lundstrom seconded a recommendation to take the STIP funding priorities to the Board.

7. Open Time for Public Expression

Commissioner Lundstrom requested an update on the process of the Nonmotorized Transportation Project. Assistant Director Tackabery responded there would be an update at the December TAM board meeting.

There was no further public comment.

Chair Murray adjourned the Executive TAM meeting at 3:35 p.m.

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