



Regional Transportation Planning Agency - Local Transportation Commission
Monterey County Service Authority for Freeways and Expressways
Monterey County Regional Development Impact Fee Joint Powers Agency
Email: info@tamcmonterey.org

BOARD OF DIRECTORS

Wednesday, December 7, 2022

****9:00 AM****

REMOTE CONFERENCING ONLY

There will be NO physical location of the meeting.

Please see all the special meeting instructions at the end of the agenda.

Join meeting online at:

<https://us02web.zoom.us/j/446951513?pwd=QmNUODRtdXlCSEFxlZlXVmhoY21yUT09>

OR

By teleconference at: +1 669 900 6833

Meeting ID: 446 951 513

Password: 194463

The agenda and all enclosures are available on the Transportation Agency website: www.tamcmonterey.org, by clicking on Transportation Agency Board, meetings and agendas, click on agenda item and open it, click on report attachments listed at end of report.

1. QUORUM CHECK – CALL TO ORDER

Transportation Agency by-laws require a quorum of a minimum of 9 voting members, including a minimum of 7 city representatives and 1 county representative.

If you are unable to attend, please contact your alternate. Your courtesy to the other Transportation Agency Board members to assure a quorum is appreciated.

PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENTS

Any member of the public may address the Board on any item not on the agenda but within the jurisdiction of the Board. Under this item, each member of the public is allowed three minutes to address concerns. Comments in items on this agenda may be given when that agenda item is discussed. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to Maria at maria@tamcmonterey.org by 5:00 pm the Monday before the meeting, and such comments will be distributed to the Board before the meeting.

3. **CONSENT AGENDA**

Approve the staff recommendations for items listed below by majority vote with one motion. Any member may pull an item off the Consent Agenda to be moved to the end of the **CONSENT AGENDA** for discussion and action.

4. **ADOPT** Certificates of Appreciation for outgoing Board members Del Rey Oaks Mayor Alison Kerr, Supervisor John Phillips, and retiring Caltrans District Director Tim Gubbins.

- Muck

Due to retirements and election results, certain representatives will be leaving the Transportation Agency Board in 2023. This last meeting of the year provides an opportunity for the Board and staff to thank these members for their services in support of regional transportation improvements over the years.

5. **Salinas Safe Routes to School Plan**

1. **RECEIVE** presentation on the Salinas Safe Routes to School Plan; and
2. **ADOPT** Resolution 2022-14 which determines the Salinas Safe Routes to School Plan and its proposed improvements were identified and analyzed in the program-level EIR for the 2045 Metropolitan Transportation Plan/Regional Transportation Plan and adopts the Salinas Safe Routes to School Plan.

- Green

The Salinas Safe Routes to Schools Plan includes infrastructure and programming recommendations to make it safer and more comfortable for children to access 44 schools in Salinas. The project is funded through a Caltrans Sustainable Communities Transportation Planning Grant as well as local Measure X funds.

6. **RECEIVE** update on changes to the Ralph M. Brown Act and **DISCUSS** implications for meetings in 2023.

- Brayer

The Ralph M. Brown Act is a California law that guarantees the public's right to attend and participate in meetings of local legislative bodies. Located at California Government Code 54950 et seq., it is an act of the California State Legislature,

authored by Assemblymember Ralph M. Brown and passed in 1953. Recent amendments to the Act will impact how TAMC holds meetings starting in March 2023.

- 7. RECEIVE** reports from Transportation Providers:
 - Caltrans Director's Report and Project Update - Eades
 - Monterey Peninsula Airport - Sabo
 - Monterey-Salinas Transit - Sedoryk
 - Monterey Bay Air Resources District - Stedman

- 8. Reports on meetings attended by Board Members at Transportation Agency expense, as required by state law.**

- 9. Executive Director's Report.**

- 10. Announcements and/or comments from Transportation Agency members on matters that they wish to put on future Transportation Agency agendas.**

- 11. CLOSED SESSION:**
Public Employee Performance Evaluation pursuant to Government Code Section §54957 – Position: Executive Director.
Reconvene in open session and report any actions taken.

Enclosures provided only to Executive Committee members.

- Chair Adams

12. ADJOURN

BEGINNING OF CONSENT AGENDA: Approve the staff recommendations for items listed below by majority vote with one motion. Any member may pull an item off the Consent Agenda to be moved to the end of the **CONSENT AGENDA** for discussion and action.

ADMINISTRATION and BUDGET

- 3. 1.1 APPROVE** the Transportation Agency for Monterey County Board draft minutes of October 26, 2022.

- Rodriguez

- 3. 1.2 ACCEPT** the list of checks written for October 2022 and the credit card statement for the month of September 2022.

- Delfino

The list of checks and copies of credit card statements are submitted to the Transportation Agency Board each month in accordance with the recommendation from the Transportation Agency's independent Certified Public Accountant to keep the Board informed about the Transportation Agency's financial transactions.

- 3. 1.3 RECEIVE** list of contracts awarded under \$50,000.

- Goel

The list of contracts awarded by the Transportation Agency for Monterey County for services under \$50,000 approved by the Executive Director is submitted each month in accordance with the Agency's Procurement Policies to keep the Board informed.

- 3. 1.4 ADOPT** finding, pursuant to AB 361, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the TAMC Board of Directors has reconsidered the circumstances of the state of emergency; and, the state of emergency continues to directly impact the ability of the members to meet in person.

- Brayer

It is recommended that the TAMC Board of Directors find, pursuant to AB 361, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the TAMC Board of Directors has reconsidered the circumstances of the state of emergency; and, the state of emergency continues to directly impact the ability of the members to meet in person.

3. 1.5 APPROVE calendar year 2023 schedule of meetings for Agency Board of Directors and Executive Committee.

- Rodriguez

In December of every year, the Agency Board approves a schedule of meetings for the following year. The Executive Committee met on November 2, 2022 and recommends approval.

3. 1.6 APPOINT Board members Adams and Smith as Nominating Committee to meet and return to Board of Directors on January 25, 2023 with recommendations for Board Chair, 1st Vice Chair, 2nd Vice Chair, and Executive Committee to serve one-year terms beginning upon their election through the next election of officers at the beginning of the January 24, 2024 Board meeting.

- Rodriguez

Agency Bylaws require the election of officers at the beginning of the January meeting. The Board officers are the Chair, 1st Vice Chair and 2nd Vice Chair. The Executive Committee includes the Chair, 1st Vice Chair, 2nd Vice Chair, the immediate past Chair, and a City and a County voting Board member.

3. 1.7 ADOPT the proposed social media policy for the Transportation Agency.

- Wright

The Transportation Agency for Monterey County utilizes social media and social network sites to enhance communications with various stakeholder organizations in support of Agency goals and objectives. The proposed social media policy defines the guidelines for employees to follow while utilizing social media websites or platforms on behalf of the Transportation Agency.

3. 1.8 RECEIVE report on conferences or trainings attended by agency staff.

- Watson

Agency staff attend conferences or trainings at Agency expense that are pertinent to their roles in pursuing the Agency's mission. These events allow the staff to stay current and participate in the development of transportation practices and policies related to their roles.

BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES

3. 2.1 RECEIVE update on and **APPROVE** changes to the Active Transportation Support Program Funding Source.

- Guther

The Active Transportation Support Program (formerly the Bike Secure Program) is an on-going, rolling grant program with the purpose of promoting active transportation by providing businesses, schools, and agencies with secure bicycle parking, repair stations, skateboard racks, and funding for artistic bicycle racks. The Board approved Regional Surface Transportation Program (RSTP) funds as the funding source in June 2022. The program, as revised in June, includes various giveaways to encourage active travel that are not reimbursable via RSTP; staff recommends approving the use of Measure X and Local Transportation Fund (TDA 2%) funding for those ineligible expenses in the Active Transportation Support Program.

PLANNING - No items this agenda.

PROJECT DELIVERY and PROGRAMMING

3. 4.1 On-Call Traffic Engineering Services Request for Qualifications

1. **APPROVE** the scope of services for the On-Call Traffic Engineering Services Request for Qualifications;
2. **AUTHORIZE** staff to publish the Request for Qualifications and return to the Board of Directors with a recommendation for approval of a consultant, including the final scope of work; and
3. **APPROVE** the use of Regional Measure X and Regional Surface Transportation Program funds for this contract in an amount not to exceed \$500,000.

- Bilse

The Agency is responsible for the delivery of challenging transportation projects involving complete streets design features. Complete Streets are streets designed and operated to enable safe use and support mobility for all users. Those include people of all ages and abilities, regardless of whether they are travelling as drivers, pedestrians, bicyclists, or public transportation riders. The proposed on-call professional service agreement for Traffic Engineering and ancillary services is expected to facilitate delivery of complete streets projects.

3. 4.2 RECEIVE the Call Box Annual Reports for Fiscal Years 2020 - 2021 and 2021 - 2022.

- Williamson

The Call Box Annual Report provides an overview of the program and its performance during the fiscal year.

3. 4.3 Regional Surface Transportation Program Fair Share Allocation:

1. **APPROVE** the request by the City of Soledad to program Regional Surface Transportation Program fair share funds to the Front Street Maintenance Project in the amount of \$398,928; and
2. **APPROVE** amending Exhibit A of the local funding agreement to include these projects and funding.

- Strause

The Agency has distributed Regional Surface Transportation Program fair share funding by population to the local jurisdictions for a wide range of eligible transportation projects. Funding is available at the discretion of the local jurisdiction for their chosen projects, upon approval by the Transportation Agency Board.

RAIL PROGRAM

3. 5.1 Salinas Rail Project Construction Management - MNS Engineers Contract Amendment #4:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract amendment #4 with MNS Engineers, subject to approval by Agency Counsel, to extend the contract timeline from December 31, 2022 to December 31, 2023, to continue to support the design and bid schedule for Packages 2 and 3;
2. **FIND** that this amendment is justified as a sole source due to the efficiencies that support award to the existing consultant as a logical follow-on to work already in progress under a competitively awarded contract; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

- Watson

The Monterey County Rail Extension Kick Start Project Package 2 (Salinas layover facility) and Package 3 (Gilroy track connections) are in final design. MNS Engineers was originally hired to conduct construction management for all three Packages of the Kick Start project in December 2017 after a formal Request for Proposals process. Package 1 (Salinas circulation improvements) is now complete. The contract amendment is being requested to extend the time of the contract to cover the final design and bid timeline for Packages 2 and 3.

REGIONAL DEVELOPMENT IMPACT FEE - No items this agenda.

COMMITTEE MINUTES and CORRESPONDENCE

3. 7.1 ACCEPT draft minutes of the Transportation Agency Committees:

- Executive Committee - draft minutes of November 2, 2022
- Rail Policy Committee - draft minutes of November 7, 2022
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - draft minutes of November 2, 2022
- [Technical Advisory Committee](#) - draft minutes of November 3, 2022
- [Measure X Citizens Oversight Committee](#) - No meeting

- Rodriguez

3. 7.2 RECEIVE correspondence to and from TAMC for the month of November 2022.

- Rodriguez

END OF CONSENT AGENDA

ANNOUNCEMENTS

Next Transportation Agency for Monterey County regular meeting will be on
Wednesday, January 25, 2023
9:00 A.M.

The in-person location is to be determined and will be noticed in advance
There will be a Zoom link for hybrid participation

Important Meeting Information

Remote Meetings: On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhanced State and Local Governments ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allowed local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. That order expired on September 30, 2021. Governor Newsom has now signed AB 361, and the TAMC Board of Directors approved a resolution to enact AB 361 on September 22, 2021. This legislation permits teleconferencing for Brown Act meetings during a state of emergency. Thus, TAMC meetings will convene remotely, until further notice. For remote meetings, the public is strongly encouraged to use the Zoom app for best reception. Prior to the meeting, participants should download the Zoom app at: <https://zoom.us/download>. A link to simplified instruction for the use of the Zoom app is: <https://blog.zoom.us/wordpress/2018/07/03/video-communications-best-practice-guide/>.

Remote Meeting Public Comment: Due to current circumstances, there may be limited opportunity to provide verbal comments during remote meetings. Persons who wish to address the Committee for public comment or on an item on the agenda are encouraged

to submit comments in writing to maria@tamcmonterey.org by 5:00pm the Monday before the meeting. Such comments will be distributed to the Committee before the meeting. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair.

Agenda Packet and Documents: Any person who has a question concerning an item on this agenda may call or email the Agency office to make inquiry concerning the nature of the item described on the agenda. Complete agenda packets are on display online at the Transportation Agency for Monterey County website. Documents relating to an item on the open session that are distributed to the Committee less than 72 hours prior to the meeting shall be available for public review at the Agency website. Agency contact information is as follows:

Transportation Agency for Monterey County
www.tamcmonterey.org
Office is closed an all employees are working remotely until further notice
TEL: 831-775-0903
EMAIL: info@tamcmonterey.org

Agenda Items: The agenda will be prepared by Agency staff and will close at noon nine (9) working days before the regular meeting. Any member of the Board may request in writing an item to appear on the agenda. The request shall be made by the agenda deadline and any supporting papers must be furnished by that time or be readily available.

Alternative Agenda Format and Auxiliary Aids: If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals requesting a disability-related modification or accommodation, including auxiliary aids or services, may contact Transportation Agency staff at 831-775-0903. Auxiliary aids or services include wheelchair accessible facilities, sign language interpreters, Spanish language interpreters, and printed materials in large print, Braille or on disk. These requests may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting and should be made at least 72 hours before the meeting. All reasonable efforts will be made to accommodate the request.



Memorandum

To: Board of Directors
From: Todd Muck, Executive Director
Meeting Date: December 7, 2022
Subject: **Recognize Outgoing TAMC Board Members**

RECOMMENDED ACTION:

ADOPT Certificates of Appreciation for outgoing Board members Del Rey Oaks Mayor Alison Kerr, Supervisor John Phillips, and retiring Caltrans District Director Tim Gubbins.

SUMMARY:

Due to retirements and election results, certain representatives will be leaving the Transportation Agency Board in 2023. This last meeting of the year provides an opportunity for the Board and staff to thank these members for their services in support of regional transportation improvements over the years.

FINANCIAL IMPACT:

None

DISCUSSION:

The TAMC Board annually recognizes outgoing Board members with Certificates of Appreciation in recognition of their years of service to the Transportation Agency. This year, outgoing Board members include Del Rey Oaks Mayor Alison Kerr, Supervisor John Phillips, and retiring Caltrans District Director Tim Gubbins.

ATTACHMENTS:

- ▣ Certificate for Board Member Alison Kerr
- ▣ Certificate for Board Member John Phillips
- ▣ Certificate for Board Member Tim Gubbins

CERTIFICATE OF APPRECIATION

for

Alison Kerr

Representing the

City of Del Rey Oaks

on the

TRANSPORTATION AGENCY FOR MONTEREY COUNTY

WHEREAS, Alison Kerr has served on the Board of Directors of the Transportation Agency for Monterey County for four years from January 2019 through December 2022; and

WHEREAS, Board Member Kerr has provided regional and local leadership for the Fort Ord Regional Trail and Greenway (FORTAG) project, approximately 28 miles of continuous paved trail that will provide a safe and comfortable route for pedestrians and cyclists spanning from Del Rey Oaks to Marina, connecting the Monterey Bay Coastal trail to the Fort Ord National Monument, encouraging auto-free travel to numerous destinations, such as California State University at Monterey Bay; and

WHEREAS, the first 1.5-mile segment of the FORTAG project will be constructed in the City of Del Rey Oaks, providing a safe and comfortable route connecting the community to local and regional parks, Del Rey Woods Elementary school, and the City's Butterfly Garden; Board Member Kerr was instrumental in shepherding the project through the sometimes contentious community process, including leading the "No on B" campaign, keeping the project alive with a 12 vote victory at the June 2022 elections;

NOW, THEREFORE, BE IT DECLARED on this 7th day of December 2022, that the Transportation Agency for Monterey County sincerely appreciates Board Member Alison Kerr's four years of leadership to improve regional transportation throughout Monterey County.

Mary Adams, Chair

Todd Muck, Executive Director

CERTIFICATE OF APPRECIATION

for

John Phillips

Representing the

County of Monterey, District 2

on the

TRANSPORTATION AGENCY FOR MONTEREY COUNTY

WHEREAS, John Phillips has served on the Board of Directors of the Transportation Agency for Monterey County for eight years from January 2015 through December 2022; and

WHEREAS, he served as Co-Chair of the Measure X Campaign Committee, successfully leading the community effort that resulted in Monterey County voters approving Measure X in 2016, estimated to generate over \$600 million locally and leveraging millions more of state and federal dollars over its 30 year life to implement local transportation priority projects; and

WHEREAS, Board Member Phillips supported the inclusion of the State Route 156/Castroville Boulevard Interchange Project in the Transportation Safety and Investment Plan, which will be one of the first regional Measure X Road projects to start construction; and

WHEREAS, he served as Transportation Agency Chair in 2018, during which time the Pajaro to Prunedale Corridor Study developed a set of road modification recommendations to accommodate current and future concerns about walking, biking, safety, and congestion along the G12 corridor, which serves the downtowns of the communities of Pajaro, Las Lomas, and Prunedale and acts as a regional commute corridor between Santa Cruz and Monterey counties;

NOW, THEREFORE, BE IT DECLARED on this 7th day of December 2022, that the Transportation Agency for Monterey County sincerely appreciates Board Member and Past Chair John Phillip's eight years of dedicated work to improve regional transportation throughout Monterey County.

Mary Adams, Chair

Todd Muck, Executive Director

CERTIFICATE OF APPRECIATION
for
TIM GUBBINS
CALTRANS, DISTRICT 5
for his service to the
TRANSPORTATION AGENCY FOR MONTEREY COUNTY

WHEREAS, Tim Gubbins has worked at California Department of Transportation for more than 34 years in a variety of engineering and management positions; and

WHEREAS, Mr. Gubbins served as Director of Caltrans District 5, covering Monterey, Santa Cruz, San Benito, San Luis Obispo, and Santa Barbara counties for the past ten years; and

WHEREAS, Mr. Gubbins, serving as District Director and Deputy District Director for Program Project Management, provided leadership and creative problem solving to help deliver numerous improvements to the state highway system in Monterey County, including maintaining access to the Big Sur coast, such as:

- US 101 Prunedale Improvement Program,
- US 101 San Juan Road Interchange,
- SR 1 Salinas Road Interchange,
- SR 1 Pfeiffer Creek emergency bridge replacement, and
- SR 1 Mud Creek landslide;

NOW, THEREFORE, BE IT DECLARED on this 7th day of December, 2022, that we congratulate Tim Gubbins on his retirement from Caltrans and give our sincere appreciation for his work contributing to regional transportation in Monterey County.

Mary Adams, Chair

Todd Muck, Executive Director



Memorandum

To: Board of Directors
From: Ariana Green, Principal Transportation Planner
Meeting Date: December 7, 2022
Subject: Salinas Safe Routes to School Plan

RECOMMENDED ACTION:

Salinas Safe Routes to School Plan

1. **RECEIVE** presentation on the Salinas Safe Routes to School Plan; and
2. **ADOPT** Resolution 2022-14 which determines the Salinas Safe Routes to School Plan and its proposed improvements were identified and analyzed in the program-level EIR for the 2045 Metropolitan Transportation Plan/Regional Transportation Plan and adopts the Salinas Safe Routes to School Plan.

SUMMARY:

The Salinas Safe Routes to Schools Plan includes infrastructure and programming recommendations to make it safer and more comfortable for children to access 44 schools in Salinas. The project is funded through a Caltrans Sustainable Communities Transportation Planning Grant as well as local Measure X funds.

FINANCIAL IMPACT:

The Salinas Safe Routes to School Plan is funded through a \$954,502 Caltrans Sustainable Communities planning grant and \$123,666 in Measure X matching funds.

DISCUSSION:

The Salinas Safe Routes to Schools (SRTS) Plan identifies barriers to safe, convenient transportation and will guide future improvements around 45 city schools in four school districts. Recommendations included in the Plan are designed to help address school-based traffic congestion and improve student health by fostering increased biking, walking, and carpooling. The project team, comprised of staff from the Transportation Agency, County Health Department, City of Salinas Public Works and Planning, School Districts and non-profit Ecology Action, have engaged administrators, parents, and students in school bike/walk assessments, mapping activities, street demonstrations, and surveys.

The Salinas Safe Routes to School Plan kicked off in Spring 2020, despite having to cancel the planned community workshops due to shelter-in-place restrictions. In 2020 and 2021, the planning team drafted and received community input on a list of infrastructure and non-infrastructure recommendations around the 45 schools included in the Plan and conducted school site audits and two street demonstrations on E. Alisal St and McKinnon St.

The infrastructure recommendations in the Plan benefit 45 public schools and include:

- 10 miles of separated bikeways
- 15.8 miles of bicycle boulevards
- 17 roundabouts

- 13 rectangular rapid flashing beacons; and
- 180 intersections upgraded to high-visibility crosswalks

Non-infrastructure programming includes "Walk & Roll to School" events, walking school buses, crossing guards, park & walk programming and traffic safety education.

Recommendations were prioritized based on the following criteria:

- Safety
- Access to Key Destinations
- Connectivity and Low Stress Network
- Equity; and
- Community-Identified Need

The top 10 high-priority projects are listed in the Salinas SRTS Plan Executive Summary.

Environmental Review

The Environmental Impact Report for the Regional Transportation Plan and Metropolitan Transportation Plan/Sustainable Communities Strategy provided program level California Environmental Quality Act (CEQA) review for the Active Transportation Plan. The Regional Transportation and the Metropolitan Transportation Plan/Sustainable Communities Strategy Environmental Impact Report identified and analyzed the Active Transportation and Safe Routes to School programs. It also acknowledged that further environmental review will be needed at the project-level as the proposed improvements are implemented in order to develop appropriate mitigation for individual projects. The Transportation Agency reviewed the Regional Transportation Plan and Metropolitan Transportation Plan/Sustainable Communities Strategy Environmental Impact Report and made appropriate findings when it adopted the 2022 Monterey County Regional Transportation Plan on June 22, 2022.

Next Steps

The final Plan is anticipated to be adopted in December 2022 by the City of Salinas, Alisal Union School District, Salinas City School District, Salinas Union High School District and Santa Rita Union School District. Staff recommends the Transportation Agency Board adopt Resolution 2022-14 adopting the Salinas Safe Routes to School Plan (**attached**). The Executive Summary of the final draft plan and resolution are included as **web attachments**.

Once the Plan has been adopted, TAMC staff will work with partner agencies to pursue funding to implement recommendations in the Plan.

ATTACHMENTS:

- Resolution 2022-14 Adopting Salinas SRTS Plan

WEB ATTACHMENTS:

1. [Final Draft Salinas SRTS Plan Executive Summary](#)
2. [Final Draft Salinas SRTS Plan Full Document](#)



**RESOLUTION NO. 2022-14
OF THE
TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
DETERMINING THAT THE
SALINAS SAFE ROUTES TO SCHOOL PLAN
IS WITHIN THE SCOPE OF THE
2022 MONTEREY COUNTY REGIONAL TRANSPORTATION PLAN
WHICH WAS ANALYZED BY THE ENVIRONMENTAL IMPACT REPORT
CERTIFIED BY THE ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS AND
CONSIDERED BY TAMC IN ADOPTING
RESOLUTION NO. 2022-09, AND ADOPTING THE
SALINAS SAFE ROUTES TO SCHOOL PLAN**

WHEREAS, the Transportation Agency for Monterey County is the state-designated Regional Transportation Planning Agency (“RTPA”) for Monterey County; and

WHEREAS, on June 22, 2022, the Monterey County Regional Transportation Plan was approved by TAMC after review, consideration of, and adoption of findings for the program Environmental Impact Report (“EIR”) (SCH# 2020010204) for the 2045 MTP/SCS, certified by the Association of Monterey Bay Area Governments (“AMBAG”) on June 15, 2022, which EIR incorporates the Monterey County RTP, in compliance with CEQA; and

WHEREAS, TAMC acknowledged in Resolution No. 2022-09 that implementation of the RTP would result in significant environmental impacts, as identified in the Final EIR; and

WHEREAS, CEQA Findings were prepared in compliance with Public Resources Code §§21081 and CEQA Guidelines Section §15091 for every significant impact of the 2022 Monterey County RTP identified in the EIR and for each alternative evaluated in the EIR, including an explanation of the rationale for each finding; and

WHEREAS, a Mitigation Monitoring and Reporting Program was prepared in compliance with Public Resources Code §21081.6 and CEQA Guidelines §15097 to ensure implementation of the mitigation measures identified in the Final EIR; and

WHEREAS, the Salinas Safe Routes to School Plan is an example of the Safe Routes To School Program, which was specifically identified and analyzed in the EIR as part of the Project List (Appendix C) which was the subject of TAMC Resolution 2022-09, including the Plan's associated roadway widening projects; and

WHEREAS, the Salinas Safe Routes to School Plan contains recommendations for both program/educational activities and infrastructure improvements, the implementation of which is dependent upon the identification of funding for individual projects; and

WHEREAS, the Salinas Safe Routes to School Plan acknowledges that further environmental review will be needed by the appropriate jurisdictions at the project-level to develop appropriate mitigation for individual projects.

NOW, THEREFORE, BE IT RESOLVED THAT: the Transportation Agency for Monterey County finds that the foregoing recitals are true and correct and incorporated by this reference; and

BE IT FURTHER RESOLVED THAT the Transportation Agency for Monterey County Board of Directors finds that the matters contained in the Salinas Safe Routes to School Plan are within the scope of, and have already been analyzed in, the Final EIR for the 2045 MTP/SCS, certified by AMBAG and approved by TAMC on June 22, 2022; and

BE IT FURTHER RESOLVED THAT the Transportation Agency for Monterey County Board of Directors finds that, pursuant to CEQA Guidelines § 15162, no new effects could occur and no new mitigation measures would be required by reason of the adoption of the Salinas Safe Routes to School Plan; and

BE IT FURTHER RESOLVED THAT no new environmental documentation is required for adoption of the Salinas Safe Routes to School Plan.

ACCORDINGLY, the Salinas Safe Routes to School Plan is hereby adopted.

PASSED AND ADOPTED by the Transportation Agency for Monterey County, State of California
this 7th day of December 2022, by the following vote:

AYES:

NOES:

ABSENT:

MARY ADAMS, CHAIR
TRANSPORTATION AGENCY FOR MONTEREY COUNTY

ATTEST:

TODD A. MUCK, EXECUTIVE DIRECTOR
TRANSPORTATION AGENCY FOR MONTEREY COUNTY



Memorandum

To: Board of Directors
From: Christina Watson, Director of Planning
Meeting Date: December 7, 2022
Subject: **Ralph M. Brown Act update**

RECOMMENDED ACTION:

RECEIVE update on changes to the Ralph M. Brown Act and **DISCUSS** implications for meetings in 2023.

SUMMARY:

The Ralph M. Brown Act is a California law that guarantees the public's right to attend and participate in meetings of local legislative bodies. Located at California Government Code 54950 et seq., it is an act of the California State Legislature, authored by Assemblymember Ralph M. Brown and passed in 1953. Recent amendments to the Act will impact how TAMC holds meetings starting in March 2023.

FINANCIAL IMPACT:

Financial impacts of returning to in-person meetings are included in the Agency budget for meeting administration. Some meeting locations may incur a cost for reservations.

DISCUSSION:

Until February 28, 2023, Agency Board and Committee meetings can continue to be held via remote conferencing under the Governor's declared state of emergency, which is expected to be lifted on February 28, 2023. Starting in March, TAMC will resume in-person meetings pursuant to the revised Brown Act.

It will be possible to make the in-person meetings accessible for remote participation, following the revised Brown Act rules for remote participation, which requires at least a quorum to attend in person. A meeting can be split up to occur in multiple locations, so long as there is still a quorum in person at a singular location within the jurisdiction of TAMC (i.e., inside Monterey County), the agenda is posted at all in-person locations, and all those locations are accessible to the public and posted on the agenda.

Board or Committee members needing to participate remotely from a non-publicly accessible location must notify the Board or Committee in advance of the "just cause" for your remote participation due to specified reasons, unless timing makes that impossible, in which case the authorization can occur at the meeting, citing "emergency circumstances." This type of Board or Committee Member remote participation is limited to 20% of the meetings, meaning no more than two TAMC Board or TAMC Committee meetings, per year, as the TAMC Board and its Committees only meet ten times per year. Additional restrictions may apply to other Brown Act meetings.

Voting members have the following options for meeting participation:

1. Attend the meeting in person at the posted location; or
2. If you can't attend in person but want to participate remotely, attend from a location that is accessible to the

public, post the location on the agenda in advance, post the agenda at the location no less than 72 hours in advance; or

3. If you can't attend in person or from a location that is publicly available, but want to participate remotely, you need to make one of 2 claims, which cannot be done for more than 2 meetings of each body per year:
 1. "Just Cause" – you must notify the body as soon as possible, no later than the start of the meeting, due to one of these circumstances:
 - o Caring for a child, parent, grandchild, sibling, spouse or domestic partner; or
 - o A contagious illness preventing in person attendance; or
 - o Physical or mental disability; or
 - o Travel while on official business for the legislative body or another state or local agency.
 2. "Emergency" - physical emergency or family-medical emergency preventing in-person attendance – you must explain the need to the Board in 20 words or fewer without divulging medical information. A majority of the body must approve the request, even if it is made too late to alter the agenda appropriately; or
4. Ask your alternate to attend the meeting in your stead.

New transparency requirements will require Committee and Board members participating remotely to have the camera on throughout the meeting and to announce anyone in the same room over the age of 18.

If the internet connection broadcasting the meeting is lost during a hybrid meeting, the meeting must be stopped until internet service is restored.

The Executive Committee discussed these changes at their November 2, 2022 meeting and agreed to keep the Committee meetings in January and February as fully remote, returning to the TAMC conference room starting with the March 1, 2023 meeting.

The Committee recommended the Board return to in-person meetings starting with the January 25, 2023 meeting, in a location that enables hybrid meetings, to test out the equipment and make sure it is possible and equitable to meet in the locations that have the requisite equipment for a hybrid meeting. Staff will test out various locations prior to posting that agenda and will cite the location on the agenda.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

CONSTRUCTION PROJECTS									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
1.	Highway 1 Coastlands I Wall Permanent Restoration (1M460)	Near Big Sur at 1.0 Miles south of Pfeiffer Canyon Bridge (PM -44.45/44.45)	Construct soldier pile wall and restore roadway	Summer 2022/Winter 2023	\$1.7 million	SHOPP	Carla Yu	Future Contractors and Engineers, Irvine, CA.	Construction is underway.
2.	Highway 1 Garrapata Creek Bridge Rehab (1H460)	At Garrapata Creek Bridge (PM 63.0)	Electrochemical Chloride Extraction (ECE) of bridge structure	Summer 2021 – Fall 2023	\$6.49 million	SHOPP	Carla Yu	Future Contractors and Engineers, Irvine, CA	Construction underway.
3.	Highway 68 Pacific Grove ADA Pathway (1H220)	From 17 Mile Drive to Congress Avenue (PM 0.5/0.8)	Provide accessible pathway	Winter 2024	\$0.92 million	SHOPP	Mike Lew	Granite Rock Company	Contract was awarded to Granite Rock and construction has started on site.
4.	Highway 68 Pacific Grove CAPM (1H000)	From Forest Avenue to the SR 1/68 Junction (PM 1.1/L4.3)	Pavement preservation	Winter 2022/Spring 2023	\$8.6 million	SHOPP	Carla Yu	Granite Rock Company.	Construction underway.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

CONSTRUCTION PROJECTS									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
5.	US 101 King City Combined Projects (1F75U)	Near King City from South of Wild Horse Road to Teague Avenue (PM 36.9/47.7)	Pavement Rehabilitation, Seismic Retrofit with widening and median barrier	Spring 2019 - Summer 2023	\$92.6 million	SHOPP	Aaron Henkel (TL)	OHL, USA, Irvine, CA	Construction underway. Lanes have been reduced to 1 lane each direction from First Street to north of Jolon Road. The work is in its fourth stage. This work consists of the No. 2 Lane and ramps.
6.	US 101 Salinas Rehabilitation (1C890)	East Market Street overcrossing to just south of Russell/Espinosa Road (PM 87.31/R91.5)	Roadway rehabilitation	Spring 2019 – Fall 2022	\$47 million	SHOPP	Aaron Henkel (TL)	Granite Rock Company, Watsonville, CA	Major construction is complete. Waiting for contractor to complete punch item work.
7.	US 101 North Soledad OH Deck Replacement (0F970)	North Soledad Bridge (PM 62.2/62.9)	Bridge deck rehabilitation	Summer 2022 to Winter '22/23	\$3.7 million	SHOPP	Jackson Ho	PS&E/RW	Construction In Progress. Project Manager is addressing City request for detour information and presentation.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

CONSTRUCTION PROJECTS									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
8.	US 101 Camp Roberts SRRA Infrastructure Upgrade (1H020)	Northbound and southbound at the Camp Roberts Rest Area (PM R2.9/R5.3)	Safety roadside rest area infrastructure upgrade	Winter 2021 – Winter 2022	\$6.2 million	SHOPP	Barak Miles	Newton Construction	Construction Start Date: 11-29-2021. Contractor estimated scheduled completion: March 2023.
9.	US 101 Market Street Northbound On-ramp Improvements (1H050)	Near Salinas from East Market Street to South of Sherwood Drive (PM 87.4/87.8)	Roadway and Retaining Wall	Fall 2022- Summer 2023	\$6.0 million	SHOPP	Jackson Ho	PS&E/RW	Construction in Progress.
10.	Highway 156 Castroville Overhead (0A090)	On SR 156 between the SR 183/156 separation and Castroville Boulevard (PM R1.1/R2.1)	Replace Bridge Railing	Spring 2022 – Summer 2023	\$7.0 million	SHOPP	Jackson Ho	Granite Rock Company	Construction In Progress. Contractor has been delayed since May in acquiring UPRR approvals to proceed.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
1.	Highway 1 Mud Creek Permanent Restoration (1K020)	In Monterey County 0.8 miles north of Alder Creek Bridge to 1.2 miles north of Alder Creek Bridge (8.7/9.1)	Coastal Development Permit Requirements	Fall/Winter 2025	\$2.1 million	SHOPP MAJOR	Luis Duazo	PS&E/RW	Right of Way Acquisition is Ongoing
2.	Highway 1 Big Creek Tieback Wall (1K010)	Near Lucia south of Big Creek Bridge (27.5/27.7)	Construct tieback wall, restore roadway and facilities, place Water Pollution Control BMPs, and erosion control	Winter 2025 - Winter 2026	\$7.3 million	SHOPP	Aaron Henkel	PA&ED	Project Report is now in the PS&E phase and working on the design.
3.	Highway 1 Castro Canyon Bridge Rail Upgrade (1H490)	At Castro Canyon Bridge (PM 43.1)	Replace bridge rail	Summer 2024 - Spring 2028	\$2.5 million	SHOPP	Aaron Henkel	PS&E/RW	Project is now in the Design phase. Project is delayed due to AT&T. CDP was approved for project. RTL date is unknown at this time.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
4.	Highway 1 Pfeiffer Canyon Mitigation (1K080)	At Pfeiffer Canyon Bridge (PM 45.4/45.6)	Environmental mitigation (planting, erosion control) for project EA 1J130.	Dec 2022 – Jan 2026	\$0.2 million	SHOPP	Jackson Ho	PS&E/RW	Utilities relocation mitigation moved to EA 05-1K081 - approved by CTC. Project being processed by DPAC. Bid Opening reached on 10/27/22. Working on Award.
5.	Highway 1 Garrapata Creek Bridge Rail Replacement (1H800)	At Garrapata Creek Bridge (PM 62.97)	Bridge rail rehabilitation	Winter 2023 - Winter 2025	\$3.6 million	SHOPP	Carla Yu	PS&E	Project is in Design phase and CA Type 86H rail third and final crash test completed 12/8/21. 6th and final ADAC community meetings are complete with the recommendation to use CA Type 86H rail. CDP application submitted in March 2022.
6.	Highway 1 Salinas Clean CA (1P534)	At SR1 and Market, Alisal, and Sandborn (PM 86.12/87.33)	Beautify three blighted undercrossing structures, and the adjacent infrastructure and roadside landscape.	Fall 2022 – Summer 2023	\$1.8 million	Clean California	Nick Heisdorf	PS&E	Project Ready to List (RTL) October 21, 2022. In HQ for Advertise/Bid process.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
7.	Highway 68 Hwy 68 Curve Correction (1J460)	Near Pacific Grove West of Community Hospital Entrance (PM 0/0)	Improve superelevation, widen shoulders, install rumble strip	Winter 2022 - Summer 2023	\$2.2 million	SHOPP	Aaron Henkel	PS&E/RW	Project has been awarded to Graniterock. Awaiting contract approval.
8.	Highway 68 Route 68 Drainage Improvements (1J880)	From west of Sunset Dr to Toro Park (PM 0.2/15.7)	Drainage improvement, replace lighting, and install count stations	Winter 2026	\$8 million	SHOPP	Carla Yu	PS&E	Project is currently in Design phase, estimated Ready to List date is June 2024.
9.	Route 68 Corridor Improvements (1J790)	On State Route 68 from Josselyn Canyon Road to San Benancio Road. (4.87-13.7)	Operational Improvements	Summer 2027 – Spring 2029	65.4 million	STIP & AUTHORIZE D	Carla Yu	PAE&ED	Project is currently in Environmental studies phase, and analysis on the two alternatives is ongoing. Draft Environmental Document to be released in Spring 2023.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construct ion Cost	Funding Source	Project Manager	Phase	Comments
10.	US 101 Mon 101 Drainage (1J890)	In and near King City, Greenfield, Soledad, Gonzales, and Salinas, from Paris Valley Road Overcrossing to Dunbarton Road (R28.23/100)	Rehabilitate drainage systems, replace overhead signs and structures, and update Transportation Management System (TMS) elements	Summer 2025 – Summer 2026	\$19.4 million	SHOPP MAJOR	Aaron Henkel	PA&ED	Team working on final Project Report and Environmental Document. The final Project Report should be signed by mid-December .
11.	King City Clean California Project (1Q100)	On Route 101 in Monterey County at the First St, Canal St, and Broadway St (40.1/41.1)	Install beautification, transportation art, and safety measure enhancement project in Caltrans Right of Way	Fall 2022 – Spring 2025	\$0.75 million	Clean California	Aaron Henkel	PS&E/R W	Project is out for advertisement.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
12.	US101 King City CAPM (1K440)	Near King City from Jolon Road undercrossing to Lagomarsino Ave (PM R41.9/R49.0)	Pavement Preservation, TMS Elements, Lighting and Drainage	Summer 2025	\$ 27 million	SHOPP	Aaron Henkel	PS&E	Project has moved into PS&E phase.
13.	US 101 Spence Rd Acceleration Lane (1M760)	South of Salinas at Spence Rd (PM 81.03)	Extend NB acceleration lane	Spring 2024	\$1 million	MINOR	Aaron Henkel	PS&E/RW	Project is in the Design phase. Co-op agreement for construction capital has been approved.
14.	US 101 Prunedale Rehab (1H690)	Near Prunedale North of Boronda Road overcrossing to Monterey/San Benito County Line (PM R91.3/98.8 & 100.3/101.3)	Pavement rehabilitation	Jan 2023-Spring 2024	\$35.2 million	SB 1 SHOPP	Jackson Ho	PS&E/RW	Bid Opening reached on 11/9/22. Working on Award.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
16.	US 101 Prunedale Drainage (1H691)	At and near Prunedale between 0.4 mile north of Crazy Horse Canyon Overcrossing and 1.1 mile south of San Juan Road Overcrossing (PM 98.8./100.3)	Drainage System Rehab	Fall 2024 - Winter 2025	\$ 6.2 million	SHOPP MAJOR	Jackson Ho	PA&ED	PA&ED completed Sep 12, 2022. PS&E COS Allocated at Oct CTC Meeting. PSE Kickoff Meeting in November 22.
17.	Highway 156 Castroville Boulevard Interchange (31601)	Castroville Boulevard and Highway 156 (R1.6/1.4)	Construct a new interchange	Fall 2024	\$24 million	STIP Measure X Federal Demo	Mike Lew	PS&E/R W	Design plans are complete. Team is working towards completing R/W activities and acquiring the Coastal Development Permit as well as other required Environmental permits.
18.	Highway 183 Salinas to Castroville CAPM (1K430)	South of Old Cemetery Rd near Salinas south of Del Monte Ave at Castroville (PM 2.1/8.3)	Roadway rehabilitation, TMS elements, lighting, and sign panel replacement	Fall 2023 - Winter 2025	\$6.9 million	SHOPP	Aaron Henkel	PS&E/R W	Project is in the Design Phase.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
19.	Highway 183 Castroville Improvement Project (1H650)	Community of Castroville from Del Monte Ave. to Washington St (PM R8.3/9.98)	Asset Management Pilot Project	Fall 2023 - Winter 2025	\$23.2 million	SHOPP	Jackson Ho	PS&E	200 potholes being completed. 95% Constructability Review Meeting targeted for January 2022.
20.	Highway 183 Castroville Arch (1P540)	On Route 183 in at Preston St (9.46/9.46)	Restore a community landmark and enhance sidewalk paving	Winter 22/23 – Summer 2023	\$0.5 million	Clean California	Jackson Ho	PS&E/RW	Working on maintenance agreement. Cooperative Agreement executed. Working on design and encroachment permit submittal.
21.	SR218 FORTAG Bike Trail (1M570)	Located in the City of Seaside (PM 0.1/1.5)	Construct Bicycle and Pedestrian Trail. The project provides a safe alternative to Hwy 218 from Del Rey Woods Elementary in City Del Rey Oaks to Laguna Grande Regional Park	Summer 2024	\$1.2 million	100% LOCAL FUNDED	Jackson Ho	PS&E/RW	TAMC/GHD working on 95% PSE and Draft Structures PSE. Waiting on 2 encroachment permits.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
22.	SR218 Seaside ADA (1H230)	From Del Monte Road to Fremont Boulevard (PM R0.2/L0.9)	ADA compliant pedestrian access	Winter 2022 – Winter 2024	\$1.6 million	SHOPP	Jackson Ho	PS&E	RTL reached in June 2022. Award reached on 11/8/22. Working on Contract Approval.
23.	Highway 1 Coastlands II Wall Permanent Restoration (1P210)	Near Big Sur at 1.1 Miles south of Pfeiffer Canyon Bridge (PM - 44.34/44.34)	Construct soldier pile wall or mechanically stabilized embankment wall.	Winter 2026- Summer 2026	\$3.2 million	SHOPP	Carla Yu	PA&ED	Environmental studies are underway.

ACRONYMS USED IN THIS REPORT:

- ADA Americans With Disabilities Act
- CCSD Coas
- CTC California Transportation Commission
- EIR Environmental Impact Report
- PA&ED Project Approval and Environmental Document
- PID Project Initiation Document
- PS&E Plans, Specifications, and Estimates
- SB Senate Bill, the Road Repair and Accountability Act of 2017
- SCL Santa Clara County Line
- SHOPP Statewide Highway Operation and Protection Program
- SR State Route
- RTL Ready To List
- R/W or ROW Right of Way **TMS** Traffic Management System



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE DECEMBER 7, 2022, TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: December 7, 2022
Subject: TAMC draft minutes of October 26, 2022

RECOMMENDED ACTION:

APPROVE the Transportation Agency for Monterey County Board draft minutes of October 26, 2022.

ATTACHMENTS:

- ▣ TAMC Board draft minutes of October 26, 2022

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
MONTEREY COUNTY REGIONAL DEVELOPMENT IMPACT FEE
JOINT POWERS AGENCY
DRAFT MINUTES OF OCTOBER 26, 2022, TAMC BOARD MEETING
Via Zoom Meeting Video/Audio Conference Call

TAMC BOARD MEMBERS	JAN 22	FEB 22*	FEB 22	MAR 22	APR 22	MAY 22	JUN 22	AUG 22	SEP 22	OCT 26
Luis Alejo, Supr. Dist. 1, (Linda Gonzales; Javier Gomez)	P	P	P	P	P	P	P	E	P	P
John Phillips, Supr. Dist. 2, (Claudia Link)	P	P(A)	P(A)	P	P	P(A)	P	P	P	P
Chris Lopez, Supr. Dist. 3, 2nd Vice Chair (Priscilla Barba)	P	A	P	P(A)	P(A)	P	P	P	P	P
Wendy Root Askew, Supr. Dist. 4, County Rep (Yuri Anderson)	P	A	P	P	P(A)	P(A)	P(A)	P	P(A)	P
Mary Adams, Supr. Dist. 5, Chair (Sarah Hardgrave, Colleen Courtney)	P	P(A)	P	P	P	P	P	P	P	P
Dave Potter, Carmel-by-the-Sea (Jeff Baron)	P	A	A	P	P	P	P	P	P	P
Alison Kerr, Del Rey Oaks (Pat Lintell)	P	P	P	P	P	P	P	A	P	P
Jose Rios, Gonzales (Lorraine Worthy)	P	A	P	P	P	P	P	P	A	P
Robert White, Greenfield (Andrew Tipton)	P	P	P	P	P	P	P	P	P	P
Michael LeBarre, King City, 1st Vice Chair (Carlos DeLeon)	P	P	P	P	P	P	P	P	P	P
Cristina Medina Dirksen, Marina (Bruce Delgado)	P	A	P	P	P	P	P	A	P	P
Edwin Smith, Monterey, Past Chair (Dan Albert; Andrea Renny)	P	A	P	P	P	P	P	P(A)	P	P
Chaps Poduri, Pacific Grove, (Bill Peake)	P	P	P	P	P	P	P	P	P	P
Kimbley Craig, Salinas, City Representative (Christie Cromeenes)	P	A	P	P	P	P	P(A)	P	P	P
Gregory Hawthorne, Sand City (Jerry Blackwelder; Kim Cruz)	A	P	P	A	A	P(A)	A	P(A)	P	P(A)
Ian Oglesby, Seaside (David Pacheco)	P	P	P	P	P	P	P	P	P	P
Alejandro Chavez, Soledad (Anna Velazquez)	P	P	A	A	P	P	P	P	P	P

Ex Officio Members:	JAN 22	FEB* 22	FEB 22	MAR 22	APR 22	MAY 22	JUN 22	AUG 22	SEP 22	OCT 22
Maura Twomey, AMBAG (Heather Adamson , Bhupendra Patel, Paul Hierling)	P	A	P(A)	P(A)	P	P	P	P(A)	P	P
Tim Gubbins, Caltrans, Dist. 5 (Scott Eades, Orchid Monroy Ochoa, John Olejnik, Richard Rosales)	P(A)	A	P(A)	P	P(A)	P(A)	P(A)	P(A)	P(A)	P(A)
Richard Stedman, Monterey Bay Air Resources District (David Frisbey)	P(A)	A	P	P	P	A	A	P	A	P(A)
Bill Sabo, Monterey Regional Airport District (Richard Searle)	P	A	P	P	P	E	P	P	P	P
Carl Sedoryk, Monterey-Salinas Transit (Lisa Rheinheimer, Michelle Overmeyer)	P(A)	A	P	P	P	P(A)	P	P	A	A
Eduardo Montesino, Watsonville	A	A	A	A	A	A	A	A	A	A
Larry Samuels, CSUMB	A	A	P(A)	A	P(A)	P(A)	P(A)	P(A)	P	P

*P = present; P(A) = alternate present; E = excused absence; A = unnoticed absence
Special Meeting

TAMC STAFF	JAN 22	FEB* 22	FEB 22	MAR 22	APR 22	MAY 25	JUN 22	AUG 22	SEP 22	OCT 22
D. Bilsle, Principal Engineer	P	E	P	P	P	P	P	P	P	P
D. Delfino, Finance Officer/Analyst	P	E	P	P	P	P	P	P	P	E
R. Goel, Dir. Finance & Administration	P	E	P	P	P	P	E	P	P	P
A. Green, Principal Transp. Planner	P	E	P	P	P	P	P	P	P	P
A. Guther, Asst. Transportation Planner	P	E	P	P	P	P	P	E	E	P
R. Brayer, Legal Counsel	P	E	P	P	P	P	P	P	P	P
A. Hernandez, Asst. Transp. Planner	P	E	P	P	P	P	P	P	P	P
M. Montiel, Administrative Assistant	P	E	P	P	P	P	P	P	E	P
T. Muck, Executive Director	P	P	P	P	P	P	P	P	P	P
E. Rodriguez, Clerk of the Board/ Senior Administrative Assistant	P	P	P	P	P	P	P	P	P	P
J. Strause, Transportation Planner	P	E	P	P	P	P	P	P	P	P
L. Terry, Accounting Assistant	P	E	P	E	E	E	E	E	E	E
C. Watson, Director of Planning	P	E	P	P	P	P	E	P	P	P
L. Williamson, Senior Engineer	P	E	P	P	P	P	P	P	P	P
T. Wright, Community Outreach	P	E	P	P	P	P	P	P	P	P
M. Zeller, Director of Programming & Project Delivery	P	P	P	P	P	P	P	E	P	P

OTHERS PRESENT

Babeeta Nagra Pacific Gas & Electric Tony Harris PointC

1. CALL TO ORDER

Chair Adams called the meeting to order at 9:03 a.m. Elouise Rodriguez, Clerk of the Board, called the roll and confirmed a quorum was established.

2. PUBLIC COMMENTS

None this month.

3. CONSENT AGENDA

M/S/C Potter/Phillips/unanimous

The Board approved the consent agenda as follows:

ADMINISTRATION and BUDGET

3.1.1 Approved minutes of the Transportation Agency for Monterey County, the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for Monterey County meeting of September 28, 2022.

3.1.2 Accepted the list of checks written for the month of September 2022 and credit card statements for the month of August 2022.

3.1.3 Adopted finding, pursuant to AB 361, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the TAMC Board of Directors has reconsidered the circumstances of the state of emergency; and the state of emergency continues to directly impact the ability of the members to meet in person.

3.1.4 Regarding Agreement for Accounting Services:

1. Authorized the Executive Director to execute contract Amendment #1 with Moss, Levy & Hartzheim LLC in an amount not to exceed \$23,730 per year for a two-year extension to provide auditing services for the period ending June 30, 2025;
2. Approved the use of \$47,460 for the extended term of the Agreement in funds budgeted for this purpose; and
3. Authorized the Executive Director to make administrative changes to the contract if such changes do not increase the Agency’s net cost, subject to approval by Agency counsel.

- 3.1.5 Received the call for nominations for the 21st Annual Transportation Excellence awards to honor individuals, businesses, groups, or projects for their efforts to improve the transportation system in Monterey County.
- 3.1.6 Approved Resolution 2022-12 providing authority for the Executive Director to execute amendment No. 1 to the fiscal year 2022/23 Overall Work Program and Budget.

BICYCLE, PEDESTRIAN, TRANSIT and SOCIAL SERVICES

- 3.2.1 Received report on the Salinas Safe Routes to School Plan.

PLANNING

- 3.3.1 Regarding Legislative Update & Draft 2023 Program:
 - 1. Received update on state and federal legislative issues; and
 - 2. Approved the draft 2023 legislative program for distribution to committees.

PROJECT DELIVERY and PROGRAMMING

- 3.4.1 Received an update on the quarterly Measure X revenue forecasts.
- 3.4.2 Approved Amendment #1 to the Measure X regional funding agreement between the Transportation Agency and the City of Marina for the Imjin Road Widening project, pending legal counsel approval, and Authorized the Executive Director to execute the amendment.

RAIL PROGRAM

- 3.5.1 Approved Resolution 2022-13 approving the revised land transfer agreement with the City of Salinas for the properties acquired for the rail station improvements at Lincoln Avenue and West Market Street and authorizing the Executive Director to enter into the agreement.

REGIONAL DEVELOPMENT IMPACT FEE

- 3.6.1 No items this month.

COMMITTEE MINUTES AND CORRESPONDENCE

3.7.1 Accepted draft minutes from Transportation Agency committees:

- Executive Committee - draft minutes of October 5, 2022
- Rail Policy Committee – No meeting this month
- Bicycle and Pedestrian Facilities Advisory Committee - draft minutes of October 5, 2022
- Technical Advisory Committee - draft minutes of October 6, 2022
- Excellent Transportation Oversight Committee – October 18, 2022.

3.7.2 Received Transportation Agency for Monterey County correspondence for October 2022.

END OF CONSENT AGENDA

4. EMPLOYEE OF THE QUARTER

The TAMC Board presented Transportation Agency Employee of the Quarter to Janneke Strause, Transportation Planner. Janneke has been selected by her colleagues at the Transportation Agency for Monterey County as the Employee of the Quarter for July 1 – September 30, 2022.

Agency employees recognize Janneke for having a great attitude, for her professionalism, and for her hard work. Most notably they appreciate her hard work on the Greenfield Safe Routes to Schools Steering Committee and the Participatory Budgeting process, as well as her assistance on the upcoming Salinas Valley Steering Committees. They also appreciate her great job in managing the Bicycle and Pedestrian Advisory Committee.

5. **CORRIDOR ADVISOR REPORT**

The TAMC Board of Directors received a presentation from Tony Harris, Principal Partner with the consulting firm PointC, the Transportation Agency's Corridor Advisor, on the status of the State Route 68 Scenic Highway, US 101 South of Salinas, and State Route 156/ Castroville interchange projects, which have a total of \$110 million allocated from Measure X funds.

Mr. Harris and his team are tasked with assisting TAMC with the delivery of state highway improvement projects that use Measure X funds. This includes working with Caltrans and TAMC staff to evaluate project delivery schedules, facilitate project team meetings, and develop funding strategies. After providing an update on the status, opportunities, and challenges of each project, Mr. Harris concluded his presentation by stating that during future development of projects, the focus should be on the following:

- Opportunities to leverage Measure X funding to obtain state and federal funding.
- Identifying opportunities to align with emerging transportation values and policies.
- Exploring methods and opportunities to advance implementation; and
- Ongoing engagement with community and stakeholders throughout the process.

Vice Chair LeBarre suggested that the MST SURF! bus project be included in the SR 156 project to provide a multimodal component, and that the SR 156/ US 101 project should include a large parking structure to enable tourists to park and ride into the Peninsula.

6. **CENTRAL COAST ZERO EMISSION VEHICLE STUDY PRESENTATION**

The TAMC Board of Directors received a presentation from Mike Usen, DKS Consultants, on the Central Coast Zero Emission Vehicle Strategy.

Mr. Usen noted that the strategy, funded through a Caltrans sustainable transportation planning grant, will become a resource to accelerate the adoption of zero emission vehicles and identify gaps and opportunities to implement zero emission vehicle infrastructure along the Central Coast. The project study area is the California Central Coast region of Santa Cruz, San Benito, Monterey, San Luis Obispo, Santa Barbara, and Ventura counties.

The goal of this effort is to identify future charging infrastructure siting and technology needs to accommodate future travel demand specifically for interregional motorists, regional transit services, and freight. A key emphasis will be on addressing the region's electromobility needs for accommodating intercity travel within the less developed unincorporated areas of the Central Coast and underserved populations such as disadvantaged communities and residents of multi-family dwelling units. Through the development of this plan, all Central Coast agencies will be

better positioned to apply and/or compete for state and federal funding for electric vehicle infrastructure implementation.

Board Member Phillips asked if the private sector is involved in the study. Mr. Usen noted that most of the charging stations are installed by the private sector.

Vice Chair LeBarre suggested that new technologies such as hybrid airplanes should be incorporated into the study.

Board Member Askew commented that the study should consider the needs of disadvantaged communities and higher density housing for charging infrastructure.

7. PACIFIC GAS & ELECTRIC – ELECTRIC VEHICLE CHARGING GRID READINESS

The Board received a presentation from Pacific Gas & Electric (PG&E) on grid readiness for widespread electric vehicle adoption.

Babeeta Nagra, clean energy transportation and electric project management subject matter expert at PG&E, presented PG&E's work to support local government transportation electrification plans and PG&E's Vehicle-Grid Integration programs. She noted that PG&E ensures grid capacity and reliability to support electrification. PG&E's goal is to maintain and expand its electric transportation programs and grants to support electrifying California's roads and support electric vehicle adoption for all customers.

8. **REPORTS FROM TRANSPORTATION PROVIDERS**

Caltrans District 5 – Scott Eades announced that there will be a Clean California grant cycle 2 guidelines workshop on November 3, 2022.

Mr. Eades announced that Caltrans will host workshops on November 9-10 to discuss the Sustainable Transportation Planning Grant program, which includes:

- Sustainable Communities Grants (\$17 million Competitive; \$12.5 million Formula) to encourage local and regional planning that furthers state goals, including, but not limited to, the goals and best practices cited in the Regional Transportation Plan Guidelines adopted by the California Transportation Commission
- Climate Adaptation Planning Grants (\$50 million) to support local and regional identification of transportation-related climate vulnerabilities through the development of climate adaptation plans, as well as project-level adaptation planning to identify adaptation projects and strategies for transportation infrastructure
- Strategic Partnerships Grants (\$4.5 million) to identify and address statewide, interregional, or regional transportation deficiencies on the State highway system in partnership with Caltrans. The transit component that will fund planning projects that address multimodal transportation deficiencies with a focus on transit.

Monterey Regional Airport District – Bill Sabo reported that the airport is doing great, noting people are using the airport. He noted that American Airlines is providing flights to Phoenix and Dallas/ Ft. Worth. In conclusion, Mr. Sabo announced the airport is having a strategic planning meeting, to discuss the master plan on November 4, 2022, at 8 a.m.

Monterey Salinas Transit District – No report this month.

Monterey Bay Air Resources District – David Frisbey reported the Monterey Bay Air Resources District offered \$50,000 for the Monterey Bay e-Bike Incentive Program to low-income applicants from Monterey, San Benito, and Santa Cruz Counties. He noted that this was so popular that it closed in 6-weeks. Mr. Frisbey also reported a \$2000 incentive for the purchase of a new electric vehicle. In conclusion, he announced grants funded by Department of Motor Vehicle fees for projects at Highway 156/Merritt and North Davis Road.

9. REPORTS ON MEETINGS ATTENDED BY BOARD MEMBERS AT AGENCY EXPENSE

Vice Chair LeBarre reported that he attended Coast Rail Coordinating Council Legislative Day in Sacramento on October 24, 2022, along with Agency staff and Board Member Potter.

Board Member Potter noted that in addition to the Sacramento trip, he also accompanied Agency staff on a tour of the Sonoma-Marín Area Rail Transit (SMART) rail system on October 25.

10. EXECUTIVE DIRECTOR'S REPORT

Executive Director Todd Muck expressed his excitement for the California Transportation Commission announcement of the Active Transportation Program (ATP) Cycle 6, which recommended awards to 7 projects in Monterey County. TAMC was involved in 5 of the 7 grants applications that help our jurisdictions and support maximizing funding to improve our community. He noted that the final action will be determined in December. Director Muck reported that Governor Newsom has announced he will be lifting the COVID-19 state of emergency on February 28, 2023, noting that TAMC will have to return to live in-person meetings after that date. He noted that staff will work on the process to implement new rules.

Director Muck reported that last week he attended a roundtable meeting at CSUMB with Antonio Villaraigosa, appointed by Governor Newsom as his Infrastructure Advisor, and toured the SURF! Bus Way Project and the Salinas Rail Station. He noted that this was a very productive opportunity to convey our needs.

11. ANNOUNCEMENTS AND/OR COMMENTS

None this month.

12. ADJOURNMENT

Chair Adams adjourned the meeting at 10:54 a.m.



Memorandum

To: Board of Directors
From: Dave Delfino, Finance Officer / Analyst
Meeting Date: December 7, 2022
Subject: TAMC payments for the month of October 2022

RECOMMENDED ACTION:

ACCEPT the list of checks written for October 2022 and the credit card statement for the month of September 2022.

SUMMARY:

The list of checks and copies of credit card statements are submitted to the Transportation Agency Board each month in accordance with the recommendation from the Transportation Agency’s independent Certified Public Accountant to keep the Board informed about the Transportation Agency’s financial transactions.

FINANCIAL IMPACT:

The checks processed this period total \$366,137.15, which included checks written for October 2022 and payment of the September 2022 Platinum Plus Credit Card statement.

DISCUSSION:

During the month of October 2022 normal operating checks were written, as well as a check for \$1,120.00 to Burke, Williams & Sorensen LLP for right of way legal services for the Salinas Rail Extension Kick-Start Project, a check for \$5,268.00 to Boots Road Group LLC for graphic design services for the Monterey County Bike Map, Safe Routes to School and Go831, a check for \$119,093.92 to GHD Inc. for design engineering for FORTAG Segment 1 and a check for \$6,600.00 to Bike Texas for bike lights for the Active Transportation Programs for Monterey County.

ATTACHMENTS:

- ▣ Checks October 2022
- ▣ Credit Card September 2022

**Transportation Agency for Monterey County (TAMC)
 Union Bank Operating Account
 October 2022**

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
10/03/2022	EFT Pers Retirement	9,155.19		Employee Benefits
10/03/2022	EFT Pers Retirement PEPRA	1,619.79		Employee Benefits
10/03/2022	EFT CalPERS	7,569.57		Employee Benefits
10/03/2022	EFT State of California		282,589.74	Traffic Congestion Relief Funds for Salinas Rail
10/03/2022	EFT State of California		57,612.86	STIP Funds for Salinas Rail
10/03/2022	EFT Mike Zeller	2,850.00		125 Plan Reimbursement
10/04/2022	EFT CalPers Health Benefits	11,218.35		Employee Benefit
10/04/2022	20663 Alvarez Technology Group, Inc. (CA)	2,700.24		Computer Support
10/04/2022	20664 Burke, Williams & Sorensen LLP	1,120.00		Right of Way Legal Services for Salinas Rail Extension Kick-Start Project
10/04/2022	20665 GHD Inc. (formerly Omni Means)	119,093.92		Engineering Design Services for FORTAG Segment 1
10/04/2022	20666 JR Interpreting Inc.	450.00		Translation Services for Meetings
10/04/2022	20667 Khouri Consulting LLC	4,000.00		Legislative Consultant
10/04/2022	20668 Petty Cash	192.46		Office Supplies
10/04/2022	20669 The Maynard Group	357.73		Telecommunication Lease
10/04/2022	20670 Thorn Run Partners, LLC	10,000.00		Legislative Consultant
10/07/2022	DEP State of California		33,818.05	SAFE - Revenue - July 2022
10/07/2022	DEP Marina Concrete, Monterey Motors, Lithia and Haedrich		7,822.21	Railroad Right of Way Rent
10/10/2022	EFT Dave Delfino	450.00		125 Plan Reimbursement
10/11/2022	20671 Alvarez Technology Group (TX)	680.09		Computer Equipment Lease
10/11/2022	20672 AT & T (Carol Stream, Il.)	451.06		Telephone Expense
10/11/2022	20673 Bike Texas / Texas Bicycle Coalition	6,600.00		Bike Lights for Safe Routes to School Projects
10/11/2022	20674 Delta Dental	815.80		Employee Benefits
10/11/2022	20675 Monterey County Tax Collector	887.04		Real Property Taxes
10/11/2022	20676 Verizon Wireless	20.33		Call Box-Phone Service
10/11/2022	EFT State of California		46,685.29	Traffic Congestion Relief Funds for Salinas Rail
10/14/2022	EFT Payroll	45,773.68		Payroll
10/14/2022	EFT United States Treasury	10,589.98		Payroll Taxes & Withholding
10/14/2022	EFT EDD	4,287.28		Payroll Taxes & Withholding
10/14/2022	EFT Pers Retirement	9,155.19		Employee Benefits
10/14/2022	EFT Pers Retirement PEPRA	1,619.79		Employee Benefits
10/14/2022	EFT CalPERS	7,569.57		Employee Benefits
10/14/2022	DEP Marina Concrete and Lexus/Cappo		5,893.14	Railroad Right of Way Rent
10/20/2022	EFT Graniterock		8,528.04	Railroad Right of Way Rent
10/21/2022	20677 Alvarez Technology Group, Inc. (CA)	305.00		Computer Support
10/21/2022	20678 Boots Road Group LLC	5,268.00		Design Service for Annual Report, RTP and SRTS
10/21/2022	20679 Business Card	1,268.13		Office Supplies, Software Subscriptions and Staff Travel
10/21/2022	20680 California Special District Association	1,634.00		Annual Membership Dues
10/21/2022	20681 Clinica de Salud del Valle de Salinas	8,602.90		Office Rent
10/21/2022	20682 Comcast	158.70		Telecommunication

10/21/2022	20683	De Lage Landen Financial Services	319.02	Office Copier Lease
10/21/2022	20684	Lincoln National Life Insurance Co.	723.19	Employee Benefits
10/21/2022	20685	Monterey County Tax Collector	6,909.35	Real Property Taxes
10/21/2022	20686	Monterey Herald	211.84	Newspaper Subscription
10/21/2022	20687	Oppidea, LLC	2,335.00	Accounting Services
10/21/2022	EFT	Laurie Williamson	431.72	Travel Expense Reimbursement for SAFE Meeting
10/21/2022	EFT	Elouise Rodriguez	131.39	Reimbursement for Office Supplies
10/21/2022	DEP	City of Marina		8,068.00 Local Agency Contribution 22/23
10/21/2022	DEP	Saroyan, Cardinale and Eagle Creek LLC		14,039.57 Railroad Right of Way Rent
10/21/2022	DEP	State of California		37,210.01 SAFE - Revenue - August 2022
10/24/2022	EFT	Union Bank	35.28	Bank Service Charges
10/28/2022	EFT	Payroll	45,301.00	Payroll
10/28/2022	EFT	United States Treasury	10,627.04	Payroll Taxes & Withholding
10/28/2022	EFT	EDD	4,303.98	Payroll Taxes & Withholding
10/28/2022	EFT	Pers Retirement	9,155.19	Employee Benefits
10/28/2022	EFT	Pers Retirement PEPRA	1,619.79	Employee Benefits
10/28/2022	EFT	CalPERS	7,569.57	Employee Benefits
Total			366,137.15	502,266.91

Credit Card September 2022



ELOUISE RODRIGUEZ

Platinum Plus® for Business

September 05, 2022 - October 04, 2022

Cardholder Statement

Account Information:

www.bankofamerica.com

Mail Billing Inquiries to:

BANK OF AMERICA
PO BOX 660441
DALLAS, TX 75266-0441

Mail Payments to:

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:

1.800.673.1044, 24 Hours

Outside the U.S.:

1.509.353.6656, 24 Hours

For Lost or Stolen Card:

1.800.673.1044, 24 Hours

Business Offers:

www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$1,268.13

Minimum Payment Due \$25.00

Payment Due Date 10/31/22

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:

\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$1,758.39

Payments and Other Credits -\$1,758.39

Balance Transfer Activity \$0.00

Cash Advance Activity \$0.00

Purchases and Other Charges \$1,268.13

Fees Charged \$0.00

Finance Charge \$0.00

New Balance Total \$1,268.13

Credit Limit \$7,600

Credit Available \$6,331.87

Statement Closing Date 10/04/22

Days in Billing Cycle 30

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
09/26	09/25	PAYMENT - THANK YOU		- 1,758.39
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				-\$1,758.39
Purchases and Other Charges				
09/07	09/06	Device Magic Inc RALEIGH NC		150.00
09/08	09/08	INTUIT *TSheets CL.INTUIT.COMCA		132.00
09/12	09/09	MONTEREY PENINSULA CHA 831-6485360 CA		150.00
09/15	09/13	WTS INTERNATIONAL 202-9555085 DC		105.00
09/19	09/16	PAYPAL *WTSSANFRANC 4029357733 CA		10.00
09/20	09/19	ELEMENTOR WILMINGTON DE		49.00

Account Number:
September 05, 2022 - October 04, 2022

New Balance Total \$1,268.13
Minimum Payment Due \$25.00
Payment Due Date 10/31/22

Enter payment amount

\$

For change of address/phone number, see reverse side.

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

ELOUISE RODRIGUEZ
TAMC
ATTN DAVE DELFINO
55 PLAZA CIR STE B
SALINAS, CA 93901-2952

Mail this coupon along with your check payable to:
BUSINESS CARD,
or make your payment online at
www.bankofamerica.com

FLOUISE RODRIGUEZ

September 05, 2022 - October 04, 2022

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
09/21	09/21	DREAMHOST DH-FEE.COM CA		2.74
09/22	09/20	EL RINCONCITO RESTAURA GREENFIELD CA		153.08
09/27	09/27	MailChimp Atlanta GA		69.99
10/03	09/30	COPYMAT 8317530471 CA		368.72
10/04	10/03	ZOOM.US 888-799-9666 SAN JOSE CA		77.60
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$1,268.13

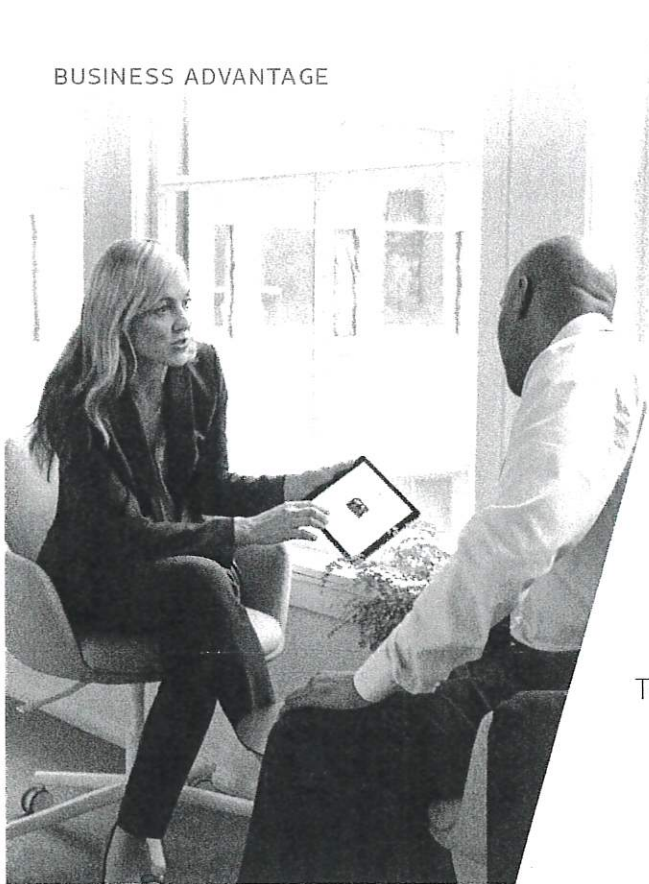
Finance Charge Calculation

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	17.99%	\$0.00	\$0.00
CASH	27.24% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

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Memorandum

To: Board of Directors
From: Rita Goel, Director of Finance & Administration
Meeting Date: December 7, 2022
Subject: **Contracts Awarded under \$50,000**

RECOMMENDED ACTION:

RECEIVE list of contracts awarded under \$50,000.

SUMMARY:

The list of contracts awarded by the Transportation Agency for Monterey County for services under \$50,000 approved by the Executive Director is submitted each month in accordance with the Agency's Procurement Policies to keep the Board informed.

FINANCIAL IMPACT:

The revenue source for each specific contract is in the approved Agency budget or has been approved by a specific Agency Board action.

DISCUSSION:

The Procurement Policies of the Transportation Agency for Monterey County state that contracts for services and annual extensions of such contracts for \$50,000 or less may be approved by the Executive Director, if the revenue source for the specific contract is in the approved Agency budget or is approved by a specific Agency Board action. The policies also require the Executive Director to submit a report to the Board identifying any contracts valued at \$50,000 and under, entered into in the preceding quarter.

The attached list of contracts awarded by the Transportation Agency for Monterey County for services under \$50,000 approved by the Executive Director is submitted each month to keep the Board informed.

ATTACHMENTS:

- Contracts under \$50,000-December 2022

Contracts for services and annual extensions of such contracts for \$50,000 or less may be approved by the Executive Director, if the revenue source for the specific contract is in the approved Agency budget or is approved by a specific Agency Board action.

The Executive Director shall include a quarterly report to the Board identifying any contracts valued at \$50,000 and under, entered into in the preceding quarter.

**Contracts Under \$50,000
(but greater than \$5,000)
Board Report date: December 2022**

Staff	Consulting Firm/ Agency	Contract Activity	Start Date	End Date	Contract amount	Work Element	Fund Source
Laurie	Smith & Enright	Landscaping Cleanup Services at the Salinas Commuter Rail Station Package 1 Properties	Dec 1, 2022	June 30, 2023	\$15,975.00	6807	Reserves



Memorandum

To: Board of Directors
From: Todd Muck, Executive Director
Meeting Date: December 7, 2022
Subject: **AB 361 Findings**

RECOMMENDED ACTION:

ADOPT finding, pursuant to AB 361, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the TAMC Board of Directors has reconsidered the circumstances of the state of emergency; and, the state of emergency continues to directly impact the ability of the members to meet in person.

SUMMARY:

It is recommended that the TAMC Board of Directors find, pursuant to AB 361, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the TAMC Board of Directors has reconsidered the circumstances of the state of emergency; and, the state of emergency continues to directly impact the ability of the members to meet in person.

FINANCIAL IMPACT:

None.

DISCUSSION:

On September 16, 2021, Governor Newsom signed AB 361. This legislation amends the Brown Act to allow meeting bodies subject to the Brown Act to meet via teleconference during a proclaimed state of emergency in accordance with teleconference procedures established by AB 361 rather than under the Brown Act's more narrow standard rules for participation in a meeting by teleconference. AB 361 provides that if a state or local health official recommends social distancing, the TAMC Board of Directors may meet remotely after September 30, 2021, provided that within 30 days of the first meeting after September 30, and every 30 days thereafter, the Board of Directors finds that 1) the Governor's proclaimed state of emergency is still in effect; 2) the Board of Directors has reconsidered the circumstances of the state of emergency, and 3) the state of emergency continues to directly impact the ability of the members to meet in person.

The Monterey County Health Officer has recommended social distancing measures for meetings of legislative bodies, and additionally, the TAMC Board of Directors passed a resolution also making these findings on September 22, 2021, so the Board of Directors and the Board's advisory committees have been able to meet remotely since September. In order to continue meeting, in addition to the resolution, the Board of Directors must continually make the findings outlined above every 30 days.

Accordingly, staff recommends making the appropriate findings. This action should occur within every 30 days, per AB 361, in order to keep meeting remotely; additional special meetings may be necessary for that purpose. These findings apply to the TAMC Board and all TAMC Board advisory committees.



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: December 7, 2022
Subject: TAMC 2023 Schedule of Meetings

RECOMMENDED ACTION:

APPROVE calendar year 2023 schedule of meetings for Agency Board of Directors and Executive Committee.

SUMMARY:

In December of every year, the Agency Board approves a schedule of meetings for the following year. The Executive Committee met on November 2, 2022 and recommends approval.

FINANCIAL IMPACT:

None.

DISCUSSION:

Transportation Agency for Monterey County bylaws require that the Board meeting be held on the 4th Wednesday of the month. The July meeting is cancelled due to summer vacation conflicts. The November meeting is generally cancelled due to conflict with the Thanksgiving Holiday. The December meeting is held on the 1st instead of the 4th Wednesday of the month to avoid conflict with the December holidays.

Starting in January 2023, Board of Directors meetings will be held at the Agricultural Commissioner's Conference Room at 1428 Abbot Street, Salinas, or other location to be determined in advance of each meeting (the agenda will specify). These meetings will be hybrid meetings, following the rules of the revised Brown Act (refer to item on the regular agenda of this meeting).

Starting in March 2023, Executive Committee meetings will be held at the TAMC conference room at 55-B Plaza Circle, Salinas, or other location to be determined in advance of each meeting (the agenda will specify). Due to the ongoing COVID-19 pandemic, the meetings can be held via zoom, until February 28, 2023. Until that date, TAMC will adopt the findings pursuant to AB 361 at each Board meeting to enable Committees to continue to meet remotely. During 2022, the Executive Committee meetings convened on the first Wednesday of the month, from 8:30 a.m. to 10:30 a.m. The 2023 schedule of meetings for the Executive Committee proposes to continue this schedule.

Please see attached schedules for specific dates for the Board of Directors and for the Executive Committee throughout the 2023 calendar year.

As always, please contact Agency's Clerk of the Board, Elouise Rodriguez, at (831) 775-0903, if you cannot attend the Board of Directors meeting or the Executive Committee meeting, to make sure there is a quorum for the meetings.

ATTACHMENTS:

- TAMC Board Meeting Calendar 2023

2023 CALENDAR OF MEETINGS

Board of Directors

Unless otherwise noticed, all meetings will be held In Person

9:00 a.m.

(The exact location of the meeting will be noted on each agenda)

Month	Date	Day
January	25	Wednesday
February	22	Wednesday
March	22	Wednesday
April	26	Wednesday
May	24	Wednesday
June	28	Wednesday
<i>No July TAMC Board meeting</i>		
August	23	Wednesday
September	27	Wednesday
October	25	Wednesday
<i>No November TAMC Board meeting due to Thanksgiving Holiday</i>		
December	6	Wednesday

**2023 CALENDAR OF MEETINGS
EXECUTIVE COMMITTEE**

Starting in March 2023, Executive Committee meetings will be held at the TAMC conference room at 55-B Plaza Circle, Salinas, or other location to be determined in advance of each meeting
(The agenda will specify)
8:30 a.m.

Month	Date	Day
January-Zoom	4	Wednesday
February- Zoom	1	Wednesday
March	1	Wednesday
April	5	Wednesday
May	3	Wednesday
June	7	Wednesday
<i>No July Executive Committee meeting</i>		
August	2	Wednesday
September	6	Wednesday
October	4	Wednesday
November	1	Wednesday
<i>No December Executive Committee meeting</i>		



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: December 7, 2022
Subject: **Appoint Nominating Committee**

RECOMMENDED ACTION:

APPOINT Board members Adams and Smith as Nominating Committee to meet and return to Board of Directors on January 25, 2023 with recommendations for Board Chair, 1st Vice Chair, 2nd Vice Chair, and Executive Committee to serve one-year terms beginning upon their election through the next election of officers at the beginning of the January 24, 2024 Board meeting.

SUMMARY:

Agency Bylaws require the election of officers at the beginning of the January meeting. The Board officers are the Chair, 1st Vice Chair and 2nd Vice Chair. The Executive Committee includes the Chair, 1st Vice Chair, 2nd Vice Chair, the immediate past Chair, and a City and a County voting Board member.

FINANCIAL IMPACT:

None.

DISCUSSION:

Current Board officers are:

- Mary Adams (Chair)
- Michael LeBarre (1st Vice Chair)
- Chris Lopez (2nd Vice Chair)

Current officers of Executive Committee are:

- Ed Smith (Past Chair)
- Chris Lopez (County Representative)
- Kimbley Craig (City Representative)

The Executive Committee met on November 2, 2023 and recommends Board members to be the nominating committee. At the January 25, 2023 Board meeting, in addition to the recommendations of the Nominating Committee, there will be opportunity for nominations from the floor.



Memorandum

To: Board of Directors
From: Theresa Wright, Community Outreach Coordinator
Meeting Date: December 7, 2022
Subject: **Social Media Policy**

RECOMMENDED ACTION:

ADOPT the proposed social media policy for the Transportation Agency.

SUMMARY:

The Transportation Agency for Monterey County utilizes social media and social network sites to enhance communications with various stakeholder organizations in support of Agency goals and objectives. The proposed social media policy defines the guidelines for employees to follow while utilizing social media websites or platforms on behalf of the Transportation Agency.

FINANCIAL IMPACT:

None.

DISCUSSION:

The Transportation Agency for Monterey County understands that social networking and Internet services have become a common form of communication in the workplace and among stakeholders and citizens. Social networks are online communities of people or organizations that share interests and/or activities and use a wide variety of Internet technology to make the interaction a rich and robust experience.

In keeping with this common form of communication in the workplace, the Transportation Agency utilizes social media and social network sites to enhance communications with various stakeholder organizations in support of Agency goals and objectives. Agency officials can publish articles, facilitate discussions, and communicate information through various media platforms to conduct Agency business. Social media facilitates discussion of Agency issues, operations, and services by providing members of the public the opportunity to participate in many ways using the Internet.

Staff seeks the adoption of the proposed social media policy that defines the guidelines for employees to follow while utilizing social media websites or platforms on behalf of the Transportation Agency.

The proposed Social Media Policy is attached to this staff report.

ATTACHMENTS:

▫ Social Media Policy



TAMC SOCIAL MEDIA POLICY

The Transportation Agency for Monterey County (“the Agency”) may utilize social media and social network sites to enhance communications with various stakeholder organizations in support of Agency goals and objectives. Agency officials can publish articles, facilitate discussions, and communicate information through various media platforms to conduct Agency business. Social media facilitates discussion of Agency issues, operations, and services by providing members of the public the opportunity to participate in many ways using the Internet.

I. POLICY

1. All Agency social media sites shall be approved by the Executive Director; posts shall be published using approved Agency social networking platform and tools; and posts shall be administered by the Agency’s Community Outreach Coordinator, Director of Planning, Director of Programming & Project Delivery, or their designee. Designees can be any employee, consultant, or volunteer, as designated by the Executive Director, who has a complete understanding of this policy and has appropriate content and technical experience.
2. All Agency social networking sites shall adhere to applicable state, federal, and local laws, regulations, and policies, and other applicable Agency policies.
3. Freedom of Information Act and e-discovery laws and policies apply to social media content and content must be managed, stored, and retrieved to comply with these laws.
4. Agency social networking sites are subject to California’s public records laws. Relevant Agency and public records retention schedules apply to social networking content. Records required to be maintained pursuant to a relevant records retention schedule shall be maintained for the required retention period in a format that preserves the integrity of the original record and is easily accessible using the approved Agency platforms and tools.
5. All social network sites and entries shall clearly indicate that any articles and any other content posted or submitted for posting are subject to public disclosure.
6. The Agency reserves the right to restrict or remove any content that is deemed in violation of this policy or any applicable law.

7. Content submitted for posting that is deemed not suitable for posting by an Agency social networking moderator because it is not topically related to the particular social networking site objective being commented upon, or is deemed prohibited content based on the criteria in Item 9 of this policy, shall be retained pursuant to the records retention schedule, along with a description of the reason the specific content is deemed not suitable for posting.
8. Each Agency social networking site and/or account on a third-party site shall include an introductory statement which clearly specifies the purpose and topical scope of the blog and social network site. Where possible, social networking sites should link back to the official Agency website site for forms, documents, and other information.
9. Agency social networking content and comments containing any of the following forms of content shall not be allowed for posting:
 - a. Comments not topically related to the site or blog article being commented upon;
 - b. Profane, offensive, and/or threatening language or content;
 - c. Content that promotes, fosters, or perpetuates discrimination based on race, creed, color, age, religion, gender, marital status, status regarding public assistance, national origin, physical or mental disability, and/or sexual orientation;
 - d. Defamatory statements or material that holds individuals or groups of people up to public ridicule, or is libelous;
 - e. Content or material that contains obscenity or any other matter prohibited by the provisions of Chapter 7.5 (beginning with Section 311) of Title 9 of Part 1 the California Penal Code, and as such laws may be amended or supplemented.
 - f. Sexual content or links to sexual content;
 - g. Content or material within that content that advocates or opposes a religion or religious belief;
 - h. Solicitations of commerce and/or promotion or advertising for commerce;
 - i. Content or material therein that appears to, or actually promotes or encourages, the use or possession of illegal goods, services, and/or activities;
 - j. Content or material containing an image or description of graphic violence;
 - k. Conduct or encouragement of illegal activity;
 - l. Information that may tend to compromise the safety or security of the public or public systems; or
 - m. Content that violates a legal ownership interest of any other party, including, but not limited to infringement of a trademark or copyright.

10. All Agency social networking moderators shall be trained regarding the terms of this Agency policy, including their responsibilities to review content submitted for posting to ensure compliance with the policy.
11. All social networking sites shall clearly indicate they are maintained by the Agency and shall have Agency contact information prominently displayed.
12. Where appropriate, Agency Electronic Communication security policies shall apply to all social networking sites and articles.
13. Employees representing the Agency via social media outlets must always conduct themselves as a representative of the Agency and in accordance with all human resource policies (see “Employee Guidance for Participating in Social Networking,” below). Employees found in violation of this policy may be subject to disciplinary action, up to and including termination of employment.

II. Definitions

1. *Social Media*: Social media is content created by individuals using accessible and scalable technologies through the Internet. Examples of social media include blogs, Facebook, Instagram, LinkedIn, Tik Tok, Twitter, Snap Chat, YouTube, etc.
2. *Blog*: (an abridgment of the term web log) is an Agency tool which can be used for commentary, descriptions of events, or other material such as graphics or video.
3. *Author*: An authorized Agency official or staff member who creates and is responsible for posted articles and information on social media sites.
4. *Article*: An original posting of content to an Agency social media site by an Agency author.
5. *Commenter*: An Agency official or member of the public who submits a comment for posting in response to the content of a particular Agency article or social media content.
6. *Comment*: A response to an Agency article or social media content submitted by a commenter.
7. *Moderator*: The Community Outreach Coordinator, in coordination with either the Director of Planning or the Director of Programming and Project Delivery, is designated as the person who reviews, authorizes, and allows content submitted by agency authors and public commentators to be posted to any Agency social media sites.

III. Blog Standards

Comments submitted by members of the public must be related to the content of the articles. Submission of comments by members of the public constitutes participation in

a limited public forum. Agency blog moderators shall allow comments that are topically related to the article being commented and thus within the purpose of the limited public forum, except for the prohibited content listed under Policy, Item 9.

IV. Author and Commenter Identification

1. All Agency blog authors, and public commentators shall be clearly identified. Anonymous blog postings shall not be allowed.

V. Ownership and Moderation

1. The content of each Agency blog shall be owned by and shall be the sole responsibility of the Agency.
2. Documents and articles submitted to an Agency blog shall be moderated by an authorized blog moderator.

VI. Blog Comments and Responses

1. All blog articles and comments shall be reviewed and approved by an authorized blog moderator before posting on an Agency blog.
2. All blog articles and comments submitted for posting with attached content shall be scanned using antivirus technology prior to posting.
3. The linked content of embedded hyperlinks within any Agency blog articles or blog comments submitted for posting shall be evaluated prior to posting. Any posted hyperlinks shall be accompanied by a disclaimer stating that the Agency does not guarantee the accuracy, appropriateness, nor security of the link, web site, or content linked thereto.

VII. Employee Guidance for Participating in Social Networking

The Agency understands that social networking and Internet services have become a common form of communication in the workplace and among stakeholders and citizens. Social networks are online communities of people or organizations that share interests and/or activities and use a wide variety of Internet technology to make the interaction a rich and robust experience. Employees that choose to participate in social networks as an Agency employee should adhere to the following guidelines.

1. Agency policies, rules, regulations, and standards of conduct apply to employees that engage in social networking activities while conducting Agency business. Use of

- your Agency e-mail address and communicating in your official Agency capacity will constitute conducting Agency business.
2. Agency employees shall seek authorization from their supervisor if they intend to create a social networking site or service to conduct Agency business.
 3. The Agency can allow employees to participate in social networking sites as part of their job duties. Supervisors may allow or disallow employee participation in any social networking activities.
 4. Agency employees shall protect their own privacy, the privacy of citizens, and the information the Agency holds, and shall follow all privacy protection laws and protect sensitive and confidential Agency information.
 5. Agency employees shall follow all copyright laws, public records laws, retention laws, fair use, and financial disclosure laws and any other laws that might apply to the Agency.
 6. Agency employees shall not cite vendors, suppliers, clients, citizens, co-workers, or other stakeholders without their approval.
 7. Agency employees shall make it clear that they are speaking for themselves and not on behalf of the Agency, if commenting on TAMC projects from their own personal social media pages. If they publish content on any website outside of the Agency and it has something to do with the work they do or related to subjects associated with the Agency, Agency employees shall use a disclaimer such as this: “The postings on this site are my own and don’t necessarily represent the Agency’s positions or opinions.”
 8. Agency employees shall not use ethnic slurs, profanity, personal insults, or engage in any conduct that would not be acceptable in the Agency’s workplace. Agency employees shall avoid comments or topics that may be considered objectionable or inflammatory.
 9. If Agency employees identify themselves as an Agency employee, they shall ensure their profile and related content is consistent with how they wish to present themselves to colleagues, citizens, and other stakeholders.
 10. Agency employees shall correct their mistakes and shall not alter previous posts without indicating that they have done so. Agency employees shall frame any comments or opposing views in a positive manner.
 11. Agency employees shall add value to the Agency through their interactions and provide worthwhile information and perspective.



Memorandum

To: Board of Directors
From: Christina Watson, Director of Planning
Meeting Date: December 7, 2022
Subject: **Conferences and Training Attended by Agency Staff**

RECOMMENDED ACTION:

RECEIVE report on conferences or trainings attended by agency staff.

SUMMARY:

Agency staff attend conferences or trainings at Agency expense that are pertinent to their roles in pursuing the Agency's mission. These events allow the staff to stay current and participate in the development of transportation practices and policies related to their roles.

FINANCIAL IMPACT:

Expenses related to staff training are included in the Travel and Training item in the adopted Agency budget.

DISCUSSION:

On November 7-9, 2022, Senior Administrative Assistant and Clerk of the Board Elouise Rodriguez attended the California Special Districts Association's 2022 Board Secretary / Clerk Program in Seaside, CA. See attached write-up.

On November 13-15, 2022, Executive Director Todd Muck and Deputy Director of Programming and Project Delivery Mike Zeller attended the Self-Help Counties Coalition "Focus on the Future" conference in Newport Beach, CA. See attached write-up.

ATTACHMENTS:

- ▣ Board Clerk - Rodriguez
- ▣ Focus - Muck-Zeller



Memorandum

To: Todd Muck, Executive Director
From: Elouise Rodriguez, Senior Administrative Assistant & Clerk of the Board
Meeting Date: December 7, 2022
Subject: **Board Secretary/ Clerk Program Advanced Coursework 2022**

I attended a three-day Board Secretary Clerk Training California Special Districts Association (CSDA) conference on November 7-9 in Monterey. The sessions provided information and updates on communication with the Board, confidentiality role, what the Board expects from the board secretary, and getting board members up to speed. CSDA created this certificate program to expand educational opportunities for this important position in special districts, and to provide opportunities to recognize individuals who invest the time in becoming trained in the various components of the job.

Presentations were made by Representative Margaret Long, David Prentice, Attorney David McMurchie and Hedy Aref. The following presentations and topics were valuable:

- Business Writing for Board Secretaries, which emphasized the essential qualities of successful business writing:
 - Clear, concise messages
 - Appropriate tone
 - Effective style and usage
 - Logical organization
- Keynote: “Being Extraordinary: It’s an Inside Job” by Ayanna Castro, an international speaker, life coach, and author with expertise in empowering others to realize their potential to overcome self-imposed obstacles in pursuit of their goals.
 - Listening to the “Little Birdie”: Following your intuition to make better decisions
 - Having a Personal Board of Directors: Surrounding yourself with people who push you to do better
 - Managing your 168: Recognizing what’s really keeping you from doing what needs to be done.
 - Creating a Mind-Mapped Action Plan: See your goals in a different way to create a better strategy for success



- Challenging Situations for Board Secretaries and Clerks covered topics such as: what to do when one of your board members is sexually harassing staff; how can you get your board members to attend legally required trainings; what can legally be done if your attempts to resolve these issues have failed.
- Get Reacquainted with the Public Records Act and Recent Updates provided a summary of the important provisions of the Public Records Act, including the substantive requirements of the Act and the procedure for implementing the Act.
- Special District Website Requirements & ADA Compliance Refresher covered everything I need to know to stay compliant in California, especially when it comes to serving users with disabilities on our website, which has become increasingly complex in the past year.
- Tools and Technologies for the Modern Clerk provided opportunities for clerks to explore and implement solutions that will not only help but provide service immediately but impact the efficiency of the clerk's office long into the future.
- A Board Secretary/ Clerk's Guide to Building your District's Brand noted that good communication is the key to building strong relationships with district stakeholders, partners, and communities.
- How to Re-Establish Connections in a Virtual or Hybrid Environment: Re-establishing relationships is often seen as secondary to technical aspects of running public agencies.
- Keeping up with the Law! Elections, FPPC, Brown Act, and More covered new laws impacting special districts following the 2022 legislative session. They provided analysis and summary of the latest legislation and development in the law related to election requirement, conflicts of interest, the Brown Act, and the impact these developments will have on the district.

Key takeaway: This course was valuable to me by providing a solid, comprehensive overview of the legal, administrative, and customer service roles of a board secretary/clerk.



Memorandum

To: Board of Directors

From: Michael Zeller, Director of Programming and Project Delivery
Todd Muck, Executive Director

Date: December 7, 2022

Subject: Focus on the Future Conference

The Self- Help Counties Coalition is the organization that represents all the 25 counties with voter-approved local transportation sales taxes. As noted on their website:

SHCC member agencies are dedicated to keeping the faith of the voting public who provide the authority and the funding so that we may deliver the priority transportation projects Californians depend upon everyday. SHCC as an organization is dedicated to ensuring sound public policy so that the State of California can meet our transportation infrastructure needs. SHCC works closely with the California Transportation Commission, the California Department of Transportation, elected officials as well as other public and private sector interests.

Each year, the Coalition holds a *Focus on the Future* conference, which is an opportunity to learn best practices, share information on our projects and programs with state transportation officials, and build relationships with state leaders, other sales tax agencies and members of the consultant community. This year's conference, on November 13 – 15, was held in Newport Beach.

Monterey County and the Central Coast was well-represented in the conference. Executive Director Muck served on the panel of CEOs and was able to share information on our Measure X-funded projects, including: the SURF! Highway 1 Busway, the Fort Ord Regional Trail and Greenway, and the State Route 156 / Castroville Boulevard interchange. He also highlighted the Agency's equity and inclusion efforts. Director of Programming and Project Delivery Zeller served on the Regional Agency Roundtable panel and shared information on the Scenic State Route 68 improvements, the status of our Measure X revenues and trends that we're expecting for revenue generation, how the federal infrastructure law will benefit Monterey County, and our expectations for delivering Measure X projects over the next five years.

In addition to these panels, Executive Director Muck and Director of Programming and Project Delivery Zeller attended the following sessions:

Executive Director Muck:

- **IJA: The Floodgates Have Opened**

John Augustine, Director of the Office of Infrastructure and Innovative Finance from the US Department of Transportation, presented about new federal discretionary programs. Representatives from several Self Help Counties discussed their grant strategies to align with the new programs and how the surplus state budget funding can help leverage the new federal funds.

- **When Climate Bites: How Agencies are Working to Improve the Resiliency of their Transportation Systems**

This panel focused on how climate conditions in California have foisted a new set of challenges upon those responsible for providing transportation services and building and maintaining public infrastructure. Sea level rise, heat, fires, storms – the pressures on our systems are big and growing. Representatives from the US Department of Transportation, Caltrans, and regional agencies presented on how they are responding through practice and policy to the current and anticipated actions necessary to ensure daily safe travel as well as crisis preparedness with a focus on the most vulnerable.

Mike Zeller, Director of Programming and Project Delivery

- **The Evolution of Infrastructure Stakeholder Outreach: Bringing the Public on Board Through Transparency and Benefits Strategies to Achieve Equitable Outcomes**

This panel discussed the challenges and rewards of an all-in commitment to establishing rapport, learning, and applying the realities and expectations that result from reaching deeply into the broad diversity of constituent communities – especially those who have historically been underserved to deliver transformative transportation improvements.

- **Delivering Capital Projects in a Changing World**

This panel discussed market trends, challenges of building in densely populated metropolitan areas as well as in rural areas, and the pros and cons of alternative project delivery methods.



Memorandum

To: Board of Directors
From: Alissa Guther, Assistant Transportation Planner
Meeting Date: December 7, 2022
Subject: Active Transportation Support Program Funding Source

RECOMMENDED ACTION:

RECEIVE update on and **APPROVE** changes to the Active Transportation Support Program Funding Source.

SUMMARY:

The Active Transportation Support Program (formerly the Bike Secure Program) is an on-going, rolling grant program with the purpose of promoting active transportation by providing businesses, schools, and agencies with secure bicycle parking, repair stations, skateboard racks, and funding for artistic bicycle racks. The Board approved Regional Surface Transportation Program (RSTP) funds as the funding source in June 2022. The program, as revised in June, includes various giveaways to encourage active travel that are not reimbursable via RSTP; staff recommends approving the use of Measure X and Local Transportation Fund (TDA 2%) funding for those ineligible expenses in the Active Transportation Support Program.

FINANCIAL IMPACT:

The Active Transportation Support Program is currently funded through the Regional Surface Transportation Program fund source. Funding eligibility criteria states that the items purchased using these funds must be made available to the public. Individual giveaways like bike lights, tools and gear are excluded given these criteria, which necessitates the additional funding sources for these items. TAMC staff proposes adding two funding sources, Measure X funding and Bike Month Campaign funding, which comes from the Local Transportation Fund source. Measure X funding would come from the same allocation as is used for the Safe Routes to School Program and would cover funding individual giveaways for people under the age of 18. The TDA 2% fund has \$393,829 set aside for Pedestrian and Bicycle funding. The Bike Month Funding currently has \$27,500 for "contractual" marketing and covers outreach materials for adults and seniors. This funding change would also allow the Active Transportation Support Program to provide materials for both biking and walking, something that is not currently supported through the current funding source.

DISCUSSION:

The Active Transportation Support Program (formerly the Bike Secure Program) is an on-going, rolling grant program with the purpose of promoting active transportation by providing businesses, schools, and agencies with secure bicycle parking, repair stations, skateboard racks, and funding for artistic bicycle racks. The program runs on a \$30,000 budget per year with applications being reviewed on a first come first serve basis. However, funding for the program has not been fully utilized in previous years. Staff recommends the use of funds currently allocated to Bicycle Education that could be utilized for outreach materials and marketing.

The 2021-2022 update of the former Bicycle Secure Program broadened the program with additional program areas

intended to increase the access of active transportation modes across Monterey County. The updated guidelines and application (**attached**) were revised to include these Program Areas that include materials intended not solely for public use:

- Roll Repair Program:
 - The Transportation Agency would provide maintenance tools and training resources to schools and non-profit organizations to run their own maintenance program.
- Bike Support Kits:
 - The support kits would include a range of maintenance and safety items such as bike pumps, patch kits, inner tubes, lights, and reflectors.
- League of American Bicyclists Training:
 - The Transportation Agency is seeking to partner with local schools and non-profit organizations to host training workshops to train prospective instructors about bicycle safety and education.

WEB ATTACHMENTS:

[Final Active Transportation Support Program Application](#)

[Final Active Transportation Support Program Guidelines](#)



Memorandum

To: Board of Directors
From: Doug Bipse, Principal Engineer
Meeting Date: December 7, 2022
Subject: On-Call Traffic Engineering Services for Complete Streets Projects Request for Qualifications

RECOMMENDED ACTION:

On-Call Traffic Engineering Services Request for Qualifications

1. **APPROVE** the scope of services for the On-Call Traffic Engineering Services Request for Qualifications;
2. **AUTHORIZE** staff to publish the Request for Qualifications and return to the Board of Directors with a recommendation for approval of a consultant, including the final scope of work; and
3. **APPROVE** the use of Regional Measure X and Regional Surface Transportation Program funds for this contract in an amount not to exceed \$500,000.

SUMMARY:

The Agency is responsible for the delivery of challenging transportation projects involving complete streets design features. Complete Streets are streets designed and operated to enable safe use and support mobility for all users. Those include people of all ages and abilities, regardless of whether they are travelling as drivers, pedestrians, bicyclists, or public transportation riders. The proposed on-call professional service agreement for Traffic Engineering and ancillary services is expected to facilitate delivery of complete streets projects.

FINANCIAL IMPACT:

Total contract amount for on-call Traffic Engineering and ancillary services will be no more than \$500,000 over three years and will be funded with Measure X and Regional Surface Transportation Program funds.

DISCUSSION:

The term "complete streets" describes a process and approach to street design intended to enhance safety, create more sustainable transportation options, decrease dependence on driving, and improve public health by encouraging active transportation like walking and biking. The benefits of complete streets projects include:

- Increased transportation choices
- Economic Revitalization
- Improved Return on Infrastructure Investments
- Livable Communities
- Improved Safety for All Users
- More Walking and Bicycling to Improve Public Health
- Greenhouse Gas Reduction and Improved Air Quality

TAMC is often involved with project delivery and grant applications for complete streets projects. Caltrans recently approved a policy for all new transportation projects it funds or oversees to include complete streets features with the

objective to expand the availability of sustainable transportation options to help meet the state’s climate, health and equity goals. TAMC is committed to planning, funding, and delivering projects that incorporate complete streets features along the designated highway network managed by Caltrans. TAMC staff provides support to member agencies as they develop plans and grant applications for complete streets projects throughout Monterey County.

Staff proposes to use on-call professional service contracts to provide traffic engineering and ancillary services for complete streets projects. The attached request for qualifications will be used to select an on-call traffic engineering team to assist the delivery of complete street projects, as detailed in the Scope of Services that is part of the attached Request for Qualifications. In general, this contract anticipates the need for on-call traffic engineering and ancillary consulting services to:

- develop conceptual designs for stand-alone projects that feature complete streets concepts (e.g., roundabouts, curb extensions, raised crosswalks);
- conduct benefit-cost ratio analysis and produce exhibits (e.g., vicinity/location maps, benefit-cost ratios, project renderings) for grant applications for complete streets projects;
- develop concepts and designs intended to create unique, interesting places that reflect the diverse values, culture, and heritage of the people who live there;
- facilitate public outreach efforts intended to build consensus around conceptual designs including work providing data and graphics that demonstrate the ability of complete streets design features to effectively address specific safety issues and stakeholder concerns;
- provide third-party plan review of designs involving complete street features with a special emphasis on roundabout designs involving Caltrans review or approval;
- collect traffic data and conduct traffic analysis to assure adequate operations and design standards are met; and
- prepare bid packages (plans, specifications, and cost estimates) for small-scale projects that include complete street features.

Attached is the Request for Qualifications that includes the proposed scope of services requested from the consultant and timeline for contract approval.

ATTACHMENTS:

- On-Call Traffic Engineering Request for Qualifications Without Sample Contract



REQUEST FOR QUALIFICATIONS

THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC) INVITES
CONSULTANTS TO SUBMIT STATEMENTS OF QUALIFICATIONS FOR:

TRAFFIC ENGINEERING ON-CALL SERVICES

You are invited to submit your qualifications for the on-call services to complete the above work.

Submittals are due via email to the project manager, Doug Bipse, TE at doug@tamcmonterey.org by:

12:00 pm Pacific Daylight Time on Thursday, January 12, 2022

Copies of the RFQ and the detailed information regarding the submittal requirements are attached and on the TAMC website, <https://www.tamcmonterey.org/bids-and-proposals>.

You may email the project manager, noted above, for further information. Email inquiries, including the submittal of the Statement of Qualifications, should include the RFQ subject in the email subject line.

BACKGROUND

The Transportation Agency for Monterey County (“TAMC” or the “Agency”) is a state-designated public agency with regional transportation planning responsibilities. TAMC’s Board of Directors includes twenty-three voting members who consist of local officials from each of its twelve incorporated cities and all five county supervisorial districts. The mission of TAMC is to proactively fund and plan a transportation system that enhances mobility, safety, access, environmental quality, and economic activities by investing in regional transportation projects for Monterey County residents, businesses, and visitors.

TAMC is often involved with project delivery and grant applications that highlight “complete streets” features. Complete streets enhance safety and create more sustainable transportation options that decrease dependence on driving and improve public health by encouraging active transportation like walking and biking. Caltrans recently approved a policy for all new transportation projects it funds or oversees to include complete streets features with the goal to expand the availability of sustainable transportation options to help meet the state’s climate, health, and equity goals. The Agency is committed to collaborating with Caltrans to plan, fund, and deliver complete streets projects along the designated highway network managed by Caltrans. The Agency is also committed to supporting member agencies as they develop plans and grant applications for complete streets projects throughout Monterey County.

PROJECT DESCRIPTION

This request for qualifications (RFQ) will be used by TAMC to select an on-call traffic engineering team to assist the delivery of complete streets projects, as detailed in Attachment A: Scope of Services. In general, this contract anticipates the need for on-call traffic engineering and ancillary consulting services to:

- develop conceptual designs for stand-alone projects that feature complete streets concepts (e.g., roundabouts, curb extensions, raised crosswalks, bike facilities),
- conduct benefit-cost ratio analysis and produce exhibits (e.g., vicinity/location maps, benefit-cost ratios, project renderings) for grant applications with a focus on complete streets concepts,
- develop concepts and designs that create unique, interesting places that reflect the diverse values, culture, and heritage of the local community,
- facilitate community / stakeholder engagement efforts planned to build consensus around conceptual designs including work providing data and graphics that demonstrate

the ability of complete streets design features to effectively address specific safety issues and stakeholder concerns,

- provide plan review of designs involving complete streets features with a special emphasis on projects involving Caltrans review or approval (e.g., roundabout designs on state highways),
- collect traffic data and conduct traffic analysis on existing and future scenarios to assure adequate operations and design standards are met, and
- prepare bid packages (plans, specifications, and cost estimates) for small-scale projects that include complete streets features.
- Conduct civil engineering (e.g., survey and base mapping) for small scale complete streets projects

This work predominantly involves traffic engineering on-call services, but also involves ancillary services involved in project delivery, such as civil engineering, meeting facilitation, graphical design, and mobility planning. It is important that the consultant have the capability to work closely with TAMC staff. The consultant team must be prepared to undertake whatever liaison and meetings are required to satisfy this requirement.

TAMC expects to enter into an on-call agreement with one consultant team, but it reserves the right to use a second on-call agreement if the highest-ranking team cannot adequately provide each of the skills needed to ensure efficient project delivery. If more than one on-call consultant team is selected for this work, on occasion the TAMC project manager may use a task description to request competitive bids for some work orders (e.g., projects with federal funding that require competitive bids). A copy of the template agreement anticipated to be used by TAMC is Attachment B. A single document will be prepared between the Consultant and TAMC consistent with the provisions of Attachment A and Attachment B.

PROJECT BUDGET AND CONTRACT TERM

The allocated budget for this work is \$500,000 over the three-year contract period. The term of the contract will be three years.

SELECTION PROCESS

TAMC will establish a committee to review the Statements of Qualifications. This review may be followed by an oral interview between a review committee and the firms that respond best to the RFQ. Based on the recommendations of the review committee, TAMC staff will issue a "Notice of Intent to Award" notice to all responders, indicating staff's intent to negotiate with

the specific firms considered to be the most qualified consultant teams. Further, the Agency may, or may not, also negotiate contract terms with selected consultants prior to award, and expressly reserves the right to negotiate with several consultants simultaneously and, thereafter, to award a contract to the consultant team(s) offering the most favorable terms to the Agency. Submittals, therefore, should contain the consultant's most favorable terms and conditions, because the selection and award may be made without further discussion with any consultant. The most responsive and competitive submittals will be considered by the Executive Director, or the Board of Directors (as applicable) for consideration and selection. The Agency reserves the right to accept or reject any and all submittals, to waive minor irregularities, and to request additional information or revisions to offers, and to negotiate with any or all consultants at any stage of the evaluation.

The evaluations will be based upon the following criteria:

<p><u>Experience with complete streets projects:</u> Do the team members have the skill set and resources needed to successfully deliver complete streets projects? Do key team members demonstrate experience and in-depth knowledge of current trends in complete streets designs? How have team members worked with Caltrans staff preparing or reviewing complete streets designs?</p>	<p>25 points</p>
<p><u>Quality of graphical representations of complete streets designs:</u> What is the quality of the conceptual designs and project renderings submitted? Do exhibits illustrate how the team identified and addressed project stakeholder’s concerns? Do the exhibits convey to the community how the project will successfully address specific technical issues (e.g., excessive speed, intersection conflicts)? Do the exhibits reflect a high level of project understanding and illustrate how complete streets designs addressed specific issues?</p>	<p>25 points</p>
<p><u>General approach to conflict management and consensus building:</u> Does the team include facilitators with good experience building consensus through community / stakeholder engagement? What approaches, techniques and tools have the team members used to build consensus? Does the team understand typical challenges that arise designing projects in exurban and rural communities?</p>	<p>20 points</p>
<p><u>Demonstrated Success in delivering projects:</u> Has the team delivered projects proposed in challenging communities? Do past projects reflect a cost-effective approach to developing/reviewing complete streets designs on schedule and budget? Can the team maintain the project scope while addressing stakeholder concerns?</p>	<p>15 points</p>
<p><u>Successful projects that reflect local context and foster livable communities:</u> Has the team been able to produce projects that incorporate natural features, historic structures, public art, and placemaking. Have projects addressed underserved communities in a way that enhances an area while reflecting community values? Have projects fostered livable communities and created a sense of place?</p>	<p>15 points</p>
<p><u>Total possible points</u></p>	<p>100 points</p>

QUESTION & ANSWERS, REQUESTS FOR CLARIFICATION OR EXCEPTIONS, ADDENDA

This Request for Qualifications and any addenda will be posted on the Agency's website (<https://www.tamcmonterey.org/bids-and-proposals>). Questions and answers regarding the request for qualifications will also be posted on the website. All potential bidders are responsible for checking the website for any addenda to the bid documents, and the proposal must cite any addenda to be responsive. To receive email notifications of addenda to this Request for Qualifications, prospective proposers must submit an email request to the Project Manager.

Any requests for clarification or exceptions to requirements in this Request for Qualifications must be received by the Agency no later than 12:00 pm Pacific Daylight Time (PDT), on Tuesday, January 10, 2022, to guarantee response or consideration. Responses to questions concerning this Request for Qualifications posed before this deadline will be posted on the Agency's website (www.tamcmonterey.org).

SUBMITTAL REQUIREMENTS AND FORMAT

All interested firms are required to submit one digital copy of their Statement of Qualifications to perform the requested on-call consulting services. Links can be provided in the Statement of Qualifications to graphics and/or simulations.

There is no limit to the number of pages submitted for the Statement of Qualifications. However, the proposed team is asked to target the main section of the document to be no more than 25 pages, while other reference material may be included in appendices. It is recommended that the main section of the Statement of Qualifications include, at a minimum, the following information in any order:

1. a short introduction discussing the team's approach to project delivery reflecting the need to manage expectations while maintaining the project scope, schedule and cost.
2. a chart representing the proposed organizational structure of the team that clearly identifies the expected roles and that illustrate the team's skill set needed to provide the scope of services listed in Appendix A (e.g., traffic engineering, graphical design, grant writing, meeting facilitation, and civil engineering).
3. the qualifications of the proposed Project Manager who will act as the lead advocate for the agency, and a list of the names and resumes of key personnel of the proposed team to be assigned to the contract (resumes of other team members can be included in the appendix).
4. at least three examples of work related to complete streets designs that includes:
 - a short description of the project purpose and the scope of work completed by the proposed team (i.e., the team's role on the overall project)
 - exhibits, plans, simulations, renderings, conceptual designs, or other illustrative graphics that reflect contract deliverables that showcase project success.
 - proposed cost and final cost for the work completed for this scope of work.

- a discussion on measures taken to manage expectations, address challenges, and maintain the scope, schedule, and project cost.
- 5. at least two examples of projects that showcase the approach and tools team members used to conduct public outreach and reach consensus on challenging projects that included complete streets designs through community / stakeholder engagement (note: the same projects used for item 4 can be used for items 5, 6, 7 and 8).
- 6. At least three examples with discussions and graphical representations that illustrate the team’s ability to incorporate local culture and other context into grant exhibits, plans, and/or conceptual designs for projects intended to create human attachment and belonging to the place created by the project.
- 7. a description of the team’s experience of third-party reviews involving the design of roundabouts or other complete streets features. Emphasize projects involving the review of plans developed by Caltrans staff or requiring approval by Caltrans staff.
- 8. At least three references that can validate the team’s ability to deliver high-quality complete streets projects on schedule, within budget, and according to the scope of work.

The examples provided shall be limited to work that primarily reflects the tasks completed by the main contributing members of the proposed team (as defined by items 2 and 3 above). Information that is not directly related to the evaluation scoring should be kept to a minimum or included in the appendix.

The proposal shall not include a fee. The Agency will request a cost proposal from the preferred firm(s) after the evaluation. The consultant should have a cost proposal prepared, but it will not be requested until after the evaluation and ranking.

The Statement of Qualifications shall include a list of any proposed changes to the sample agency contract.

PROPOSED AWARD SCHEDULE

TAMC Board authorization to staff to release RFQ	December 7, 2022
Release of Request for Qualifications	December 12, 2022
Deadline for proposer questions/clarifications	January 10, 2022 - 12:00 pm PDT
Electronic proposals due to TAMC	January 12, 2022 - 12:00 pm PDT
TAMC Board consideration of contract approval	February 22, 2023

QUESTIONS

This Request for Qualifications includes a brief project description and summary of tasks. There will not be a pre-submittal meeting for this RFQ. If you need assistance or have any questions, please email or call the Project Manager, Doug Bils, doug@tamcmonterey.org; (831) 775-4413.

LEGAL INFORMATION

A. Modification or Withdrawal of Submittals

Any submittals received prior to the date and time specified above for receipt may be withdrawn or modified by written request of the proposer. To be considered, however, the modified submittal must be received by the time and date specified above.

B. Property Rights

Any submittals received within the prescribed deadline become the property of TAMC and all rights to the contents therein become those of TAMC.

C. Confidentiality

Before award of the contract, all Proposals will be designated confidential to the extent permitted by the California Public Records Act. After award of the contract (or if not awarded, after rejection of all Proposal), all responses will be regarded as public records and will be subjected to review by the public. Any language purporting to render all or portions of any submittals as confidential will be regarded as non-effective and will be disregarded.

D. Amendments to Request for Qualifications

TAMC reserves the right to amend the Request for Proposals by addendum before the final submittal date.

E. Non-Commitment of TAMC

This Request for Qualifications does not commit TAMC to award a contract, to pay any costs incurred in the preparation of a submittal for this request, or to procure or contract for services. All products used or developed in the execution of any contract resulting from this Request for Qualifications will remain in the public domain at the completion of the contract.

F. Conflict of Interest

The prospective consultant shall disclose any financial, business or other relationship with TAMC that may have an impact upon the outcome of this contract or TAMC construction project. The prospective consultant shall also list current clients who may have a financial interest in the outcome of this contract or TAMC projects that will

follow. In particular, the prospective consultant shall disclose any financial interest or relationship with any construction company that might submit a bid on TAMC projects.

G. Nondiscrimination

The prospective consultant must certify compliance with nondiscrimination requirements of TAMC pertaining to the development, implementation and maintenance of a nondiscrimination program. The prospective consultant's signature affixed to and dated on the cover letters shall constitute a certification under penalty of perjury under the laws of the State of California that the proposer has, unless exempted, complied with the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Code of Regulations, Section 8103.

H. Final Selection and Protests

The selection process is considered concluded when a "Tentative Award" email is sent to all participating consultants indicating which consultant will be recommended approval. The firm recommended is not a final selection and no contract is certain until approved by the TAMC Executive Director, or Board of Directors, as applicable.

Protestants shall email a detailed statement of protest to the project manager no later than five business days after receipt of the Tentative Award email described above.

Attachments:

- A. Scope of Services
- B. Sample TAMC Standard Agreement for Professional Services

ATTACHMENT A

Scope of Services

Provide traffic engineering and ancillary on-call services for the Transportation Agency for Monterey County (TAMC) with the goal of facilitating the delivery of complete streets projects including:

- provide traffic engineering services including, but not limited to, development of conceptual designs and alternatives analysis of projects that include complete streets features,
- review project plans prepared by other parties (i.e., conduct third-party design reviews)
- provide data and illustrations that support the effectiveness of complete streets designs addressing safety, congestion and other potential stakeholder concerns,
- provide civil engineering services needed to submit bid packages for small-scale complete streets projects including, but not limited to, conducting surveys, preparing base maps, plans, specifications, and cost estimates,
- provide project management services needed to track project delivery according to scope, schedule and budget,
- assist in the planning of public outreach events and facilitate community / stakeholder engagement meetings intended to build consensus with the project stakeholders,
- conduct mobility planning that incorporates stakeholder input into project designs and graphical presentations that reflect community context,
- assist with the preparation of grant applications including, but not limited to, rough cost estimates, benefit-cost ratio analysis, and project renderings,
- collect traffic data and prepare/review analysis related to performance measures of complete streets design features.



Memorandum

To: Board of Directors
From: Laurie Williamson, Senior Transportation Engineer
Meeting Date: December 7, 2022
Subject: Call Box Annual Reports for FY 2020 - 2021 and 2021 - 2022

RECOMMENDED ACTION:

RECEIVE the Call Box Annual Reports for Fiscal Years 2020 - 2021 and 2021 - 2022.

SUMMARY:

The Call Box Annual Report provides an overview of the program and its performance during the fiscal year.

FINANCIAL IMPACT:

The Service Authority for Freeways and Expressways (SAFE) program is funded by a \$1 per vehicle surcharge as part of the Department of Motor Vehicle registration fees. The cost to operate this program was \$119,200 in fiscal year 2020 - 2021 and \$103,100 in fiscal year 2021 - 2022.

DISCUSSION:

The Service Authority for Freeways and Expressways program provides free emergency telephone service to stranded motorists through call boxes. The program is a joint effort between the California Department of Transportation (Caltrans), the California Highway Patrol and the Transportation Agency.

In Monterey County, the current system of 91 call boxes allows motorists to request roadside assistance along the following routes: State Route 1, State Route 68, US Highway 101, State Route 156, Jolon Road (G14 and G18) and Carmel Valley Road / Arroyo Seco Road (G16). Since the program's inception in 1999, numerous system improvements have been implemented, including improved accessibility for disabled motorists, enhanced system coverage and faster response to call box calls. The call box system has also completed upgrades for digital service conversion, and speech and hearing impaired capability. In April 2020, the Agency entered into a three-year maintenance and improvement contract with CASE Emergency System to ensure all call boxes are maintained and to evaluate ADA access requirements.

The call boxes are directly linked to a call answering center. Live operators dispatch the calls to the California Highway Patrol, tow truck operators and/or emergency services. Following a joint procurement in early 2022 with the San Luis Obispo Council of Governments, the Santa Cruz County Regional Transportation Commission and the Metropolitan Transportation Commission (SF Bay Area) as the lead agency, a three year agreement with AAMCOM to continue as the call box answering service provider was executed with the option to renew for an additional three years.

The fiscal year 2020 - 2021 and 2021 - 2022 annual reports build upon the previous four annual reports to continue to provide consistent data to evaluate the program's performance. Although cell phone usage has reduced the need for and use of call boxes in some locations, there remain areas not well served by cell phones, such as on parts of State Route 1, Jolon Road, parts of Carmel Valley Road and Arroyo Seco Road. In fiscal year 2020 - 2021, the number of calls was 503 with an average of 42 calls per month. Approximately 65% of the calls came from call boxes located along State

Route 1, and four of the five most used call boxes were located along State Route 1. In fiscal year 2021 - 2022, the number of calls was 430 with an average of 36 calls per month. Approximately 66% of the calls came from call boxes located along State Route 1, and all of the five most used call boxes were located along State Route 1.

The Agency has completed a multi-year usage analysis to determine if reducing the size of the call box system is warranted. The analysis showed a considerable decline in usage along State Route 1 north of Carmel, State Route 68, US Highway 101 and State Route 156. The decline corresponds to an increase in cell phone reception along these routes, as well as the continued proliferation of cell phone ownership. Based on this analysis, approximately 80% of the original 197 call box system in Monterey County was considered for removal because of increased cell phone coverage and declining usage. Similar removal strategies are being considered or implemented by nearly all SAFE programs across California as increasing cell phone coverage is resulting in a statewide decline in call box use. Given these considerations, the Agency developed a call box removal and modernization plan. The plan was completed in 2020 and approved by Caltrans in December 2020 and the CHP in March 2021 after which time staff began working to implement the plan.

Two call boxes along State Route 1 south of Carmel have lost their cellular signal and no longer function. Staff is in the process of replacing these two cellular call boxes with satellite call boxes as test cases for use of satellite boxes in areas without access to land lines or cellular service. We anticipate having these boxes installed by the end of the year.

WEB ATTACHMENTS:

[SAFE Call Box Annual Report FY 2020-21](#)

[SAFE Call Box Annual Report FY 2021-22](#)



Memorandum

To: Board of Directors
From: Janneke Strause, Transportation Planner
Meeting Date: December 7, 2022
Subject: City of Soledad Regional Surface Transportation Program Fair Share Allocation

RECOMMENDED ACTION:

Regional Surface Transportation Program Fair Share Allocation:

1. **APPROVE** the request by the City of Soledad to program Regional Surface Transportation Program fair share funds to the Front Street Maintenance Project in the amount of \$398,928; and
2. **APPROVE** amending Exhibit A of the local funding agreement to include these projects and funding.

SUMMARY:

The Agency has distributed Regional Surface Transportation Program fair share funding by population to the local jurisdictions for a wide range of eligible transportation projects. Funding is available at the discretion of the local jurisdiction for their chosen projects, upon approval by the Transportation Agency Board.

FINANCIAL IMPACT:

The Regional Surface Transportation Program was established by the State of California to utilize gas tax revenues on a wide variety of local transportation projects. The Transportation Agency receives these funds, which total approximately \$3.5 million to \$4.0 million per year, and distributes them to the Cities and County in two methods: fair share and competitive share. The Transportation Agency distributes \$1.2 million per year as the fair share component to the cities and County based on population. The City of Soledad has a sufficient balance in its fair share reserve to program a total of \$398,928.76 to this project.

DISCUSSION:

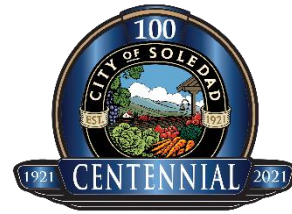
The Transportation Agency is tasked with reviewing projects proposed for Regional Surface Transportation Program fair share monies and approving the funding if the project is deemed eligible under state law. Examples of the types of transportation projects that are eligible for funding include: local street and roadway rehabilitation, bicycle facilities, pedestrian facilities, public transit capital and signal coordination and other safety and operational improvements.

The City of Soledad is requesting that the Transportation Agency program the remaining balance of fair share Regional Surface Transportation Program funds to the Front Street Maintenance Project. See attached letter for more details.

The City has a remaining balance of \$398,928.76 of fair share funding available to program to this project, and staff has confirmed this amount with the City. Staff confirms that this project is eligible for this funding and recommends that the Board approve this request.

ATTACHMENTS:

- ▣ City of Soledad - Programming Request
- ▣ City of Soledad - Exhibit A



October 27th, 2022

Michael Zeller, Principal Transportation Planner
Transportation Agency for Monterey County
55-B Plaza Circle Salinas,
CA 93901-2902

Subject: Use of Fair Share Reserve Funds of several FYs for Front Street Maintenance Project

Dear Mike:

It is our understanding the city has \$398,928.76 in several FYs funds Fair Share Reserve monies and the city is requesting to use of our full allocation funding for the upcoming Front Street Maintenance Project as described below:

1. Preparation of full PS&E construction documents. \$221,079.00
2. Construction of the project. \$177,849.76

This project consists of the preparation of full construction documents including plans with final elevations, technical specifications, construction cost estimate (PS&E), and support services for the design of the following improvements: new AC pavement, curb & gutter, sidewalk, pedestrian crossings, irrigation, lighting, signage, and misc. pedestrian facilities.

The city recently hired Harris & Associates to prepare construction documents for the Front Street Maintenance Project. After the award of the project, the city will use the remaining funds to use for its construction.

The city is planning to use Measure X for the additional funding to complete the construction of the project. This project is currently in the design phase and is expected to move to the bidding phase by February 2023.

Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Oscar Espinoza", written over a circular stamp.

Oscar Espinoza, P.E.
City Engineer

Transportation Agency for Monterey County
Master State and Federal Funding Agreement
 Exhibit A

City of Soledad

Agency	Board Approval Date	Fund Expiration Date	Type	Active Projects	Budget	Paid	Balance Outstanding
Soledad	3/25/2020	3/25/2023	RSTP Fair Share	Front Street Maintenance Project	\$398,928.76		\$398,928.76
					\$398,928.76	\$0.00	\$398,928.76

Agency	Board Approval Date	Fund Expiration Date	Type	Completed Projects	Budget	Paid	Balance Outstanding
Soledad	3/22/2017	Completed	RSTP Fair Share	Metz Road Traffic Calming Project	\$ 190,287.80	\$ 190,287.80	\$ -
Soledad	8/23/2017	Completed	RSTP Competitive	Metz Road Traffic Calming Project	\$ 516,800.00	\$ 516,800.00	\$ -
Soledad	6/27/2018	Completed	RSTP Complete Streets	Metz Road Traffic Calming Project	\$ 154,500.00	\$ 154,500.00	\$ -
					\$861,587.80	\$861,587.80	\$0.00

Last Revised: **3/25/2020**

\$ **230,939.69**
 Approved by: Todd Muck, Executive Director



Memorandum

To: Board of Directors
From: Christina Watson, Director of Planning
Meeting Date: December 7, 2022
Subject: Salinas Rail Construction Management Contract Amendment

RECOMMENDED ACTION:

Salinas Rail Project Construction Management - MNS Engineers Contract Amendment #4:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract amendment #4 with MNS Engineers, subject to approval by Agency Counsel, to extend the contract timeline from December 31, 2022 to December 31, 2023, to continue to support the design and bid schedule for Packages 2 and 3;
2. **FIND** that this amendment is justified as a sole source due to the efficiencies that support award to the existing consultant as a logical follow-on to work already in progress under a competitively awarded contract; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

SUMMARY:

The Monterey County Rail Extension Kick Start Project Package 2 (Salinas layover facility) and Package 3 (Gilroy track connections) are in final design. MNS Engineers was originally hired to conduct construction management for all three Packages of the Kick Start project in December 2017 after a formal Request for Proposals process. Package 1 (Salinas circulation improvements) is now complete. The contract amendment is being requested to extend the time of the contract to cover the final design and bid timeline for Packages 2 and 3.

FINANCIAL IMPACT:

The budget for this construction management contract has a not-to-exceed amount, as amended, of \$4,697,537, funded through state Public Transportation Account (PTA), Traffic Congestion Relief Program (TCRP) and Transit and Intercity Rail Capital Program (TIRCP) funds allocated to the construction phase. This amendment adds no additional budget to this contract.

DISCUSSION:

The Monterey County Rail Extension Project extends passenger rail service from Santa Clara County south to Salinas. TAMC is pursuing a phased implementation of the Project. Phase 1, known as the Kick Start Project, includes Salinas train station circulation improvements, a train layover facility in Salinas, and track improvements at the Gilroy station and between Salinas and Gilroy. The Kick Start Project has completed construction of Package 1, improvements at the Salinas train station. The layover facility (Package 2) and track improvements (Package 3) are now in final design.

TAMC hired MNS Engineers as construction managers for the entire Kick-Start project (three construction packages) and HDR Engineering for final design and design support during construction.

Package 1, now constructed by Monterey Peninsula Engineering (MPE), includes circulation improvements along West Market Street/ State Route 183 and via an extension of Lincoln Avenue, which previously terminated at West Market Street from the south. MNS oversaw MPE's construction of these improvements, with a satisfactory conclusion of all change order negotiations.

Packages 2 and 3 are in final design by HDR Engineering. The design schedule currently anticipates final plans, specifications & estimates (PS&E) in summer 2023, bid documents in November 2023, and completing construction in 2025. Staff recommends extending the MNS contract by one year, to December 31, 2023, to enable MNS to provide comments on the design and to reassess the MNS contract scope, schedule and budget after final PS&E is available in summer 2023.

This contract amendment #4 (**attached**) with MNS Engineers extends the timeframe for the work to accommodate the anticipated schedule for final design and bidding of Packages 2 and 3.

ATTACHMENTS:

- Draft MNS Contract Amendment 4

AMENDMENT #4 TO AGREEMENT FOR PROFESSIONAL SERVICES

BETWEEN

THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY

AND

MNS ENGINEERS

Contract #6803.2-03

THIS AMENDMENT NO. 4 to the agreement dated December 6, 2017, between the Transportation Agency for Monterey County, hereinafter referred to as "TAMC," and MNS Engineers, hereinafter referred to as "Consultant," is hereby entered into between TAMC and the Consultant.

RECITALS:

- A. **WHEREAS**, TAMC and Consultant entered into an agreement for Salinas Rail Kick-Start project construction management services on December 6, 2017, hereinafter referred to as "Agreement;" and
- B. **WHEREAS**, TAMC and Consultant executed Amendment 1 on August 26, 2020, to amend the budget to cover increased construction management work due to an approved increase in workdays and a higher than anticipated number of construction change orders; and
- C. **WHEREAS**, TAMC and Consultant executed Amendment 2 on January 27, 2021, to amend the budget to cover additional working days and additional change orders to complete Package 1 construction management; and
- D. **WHEREAS**, TAMC and Consultant executed Amendment 3 on December 1, 2021, to amend the term of the agreement from December 31, 2021, to December 31, 2022;
- E. **WHEREAS**, TAMC and Consultant wish to amend the term of the agreement from December 31, 2022 to December 31, 2023 and revise the budget to accommodate an updated salary schedule, in order to continue to provide construction management for the project, as Packages 2 and 3 proceed towards bidding the project in late 2023;

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. TERM OF AGREEMENT

The term of the agreement is hereby extended from December 31, 2022, to December 31, 2023.

2. **PAYMENTS TO CONSULTANT; MAXIMUM LIABILITY**

The Budget and Work Schedule attached to the Agreement as Exhibit B is hereby replaced with the Budget and Work Schedule dated December 7, 2022 and attached hereto as Exhibit B-3.

3. **REMAINDER OF TERMS UNCHANGED**

All other terms of the Agreement remain in full effect.

An executed copy of this Amendment No. 4 shall be attached to the Agreement and shall be incorporated as if fully set forth therein.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to the Agreement with MNS Engineers.

TAMC: _____ MNS Engineers:
By: _____ By: _____

Todd A. Muck
Executive Director

Greg Chelini
Vice President

Dated: _____ Dated: _____

By: _____

Tim Stallkamp
CEO

Dated: _____

INSTRUCTIONS: If Consultant is a corporation (including limited liability and nonprofit corporations), the full legal name of the corporation shall be set forth together with the signatures of two specified officers. If Consultant is a partnership, the name of the partnership shall be set forth together with the signature of a partner with authority to execute this Agreement on behalf of the partnership. If Consultant is contracting in an individual capacity, the individual shall set forth the name of his or her business, if any, and shall personally sign the Agreement.

Approved as to form:

TAMC Counsel

**Exhibit B-3 - Budget and Work Schedule
December 7, 2022**

CM for Monterey County Rail Extension
MNS Engineers, Inc.

APPROVED BUDGET (including Amendment 3)

PACKAGE 1	Contract Amount	Prev. Billed	Total Billed to Date	Percent Billed to Date	Balance Remaining
TAMCO.160505.01 Construction Package 1					
TASK01 Pre-Construction	\$250,313.70	\$250,313.70	\$250,313.70	100.00%	\$0.00
TASK02 Construction	\$1,403,130.75	\$1,402,899.37	\$1,402,899.37	99.98%	\$231.38
TASK03 Post-Construction	\$49,626.00	\$50,857.71	\$50,857.71	102.48%	-\$1,231.71
TASK04 Materials Testing	\$73,198.00	\$72,197.67	\$72,197.67	98.63%	\$1,000.33
TASK05 Source Inspection	\$0.00	\$0.00	\$0.00		\$0.00
TASK06 PR Support	\$27,416.55	\$27,416.55	\$27,416.55	100.00%	\$0.00
Total for TAMCO.160505.01	\$1,803,685.00	\$1,803,685.00	\$1,803,685.00	100.00%	\$0.00

PACKAGE 2	Contract Amount	Prev. Billed	Total Billed to Date	Percent Billed to Date	Balance Remaining
TAMCO.160505.02 Construction Package 2					
TASK07 Pre-Construction	\$317,480.00	\$40,755.10	\$40,755.10	12.84%	\$276,724.90
TASK08 Construction	\$1,108,747.00	\$0.00	\$0.00		\$1,108,747.00
TASK09 Post-Construction	\$77,868.00	\$0.00	\$0.00		\$77,868.00
TASK10 Materials Testing	\$140,678.00	\$0.00	\$0.00		\$140,678.00
TASK11 Source Inspection	\$56,637.00	\$0.00	\$0.00		\$56,637.00
TASK12 PR Support	\$15,050.00	\$521.57	\$521.57	3.47%	\$14,528.43
Total for TAMCO.160505.02	\$1,716,460.00	\$41,276.67	\$41,276.67	2.40%	\$1,675,183.33

PROPOSED AMENDMENT

PACKAGE 2	Revised Contract Amount	Prev. Billed	Total Billed to Date	Percent Billed to Date	Balance Remaining	Difference from Approved Budget
TAMCO.160505.02 Construction Package 2						
TASK07 Pre-Construction	\$317,480.00	\$40,755.10	\$40,755.10	12.84%	\$276,724.90	\$0.00
TASK08 Construction	\$1,108,747.00	\$0.00	\$0.00		\$1,108,747.00	\$0.00
TASK09 Post-Construction	\$77,868.00	\$0.00	\$0.00		\$77,868.00	\$0.00
TASK10 Materials Testing	\$140,678.00	\$0.00	\$0.00		\$140,678.00	\$0.00
TASK11 Source Inspection	\$56,637.00	\$0.00	\$0.00		\$56,637.00	\$0.00
TASK12 PR Support	\$15,050.00	\$521.57	\$521.57	3.47%	\$14,528.43	\$0.00
Total for TAMCO.160505.02	\$1,716,460.00	\$41,276.67	\$41,276.67	2.40%	\$1,675,183.33	\$0.00

PACKAGE 3	Contract Amount	Prev. Billed	Total Billed to Date	Percent Billed to Date	Balance Remaining
TAMCO.160505.03 Construction Package 3					
TASK13 Pre-Construction	\$211,319.00	\$34,704.09	\$34,704.09	16.42%	\$176,614.91
TASK14 Construction	\$730,096.00	\$0.00	\$0.00		\$730,096.00
TASK15 Post-Construction	\$95,212.00	\$0.00	\$0.00		\$95,212.00
TASK16 Materials Testing	\$70,456.00	\$0.00	\$0.00		\$70,456.00
TASK17 Source Inspection	\$45,309.00	\$0.00	\$0.00		\$45,309.00
TASK18 PR Support	\$25,000.00	\$2,979.41	\$2,979.41	11.92%	\$22,020.59
Total for TAMCO.160505.03	\$1,177,392.00	\$37,683.50	\$37,683.50	3.20%	\$1,139,708.50

PROPOSED AMENDMENT

PACKAGE 3	Revised Contract Amount	Prev. Billed	Total Billed to Date	Percent Billed to Date	Balance Remaining	Difference from Approved Budget
TAMCO.160505.03 Construction Package 3						
TASK13 Pre-Construction	\$211,319.00	\$34,704.09	\$34,704.09	16.42%	\$176,614.91	\$0.00
TASK14 Construction	\$730,096.00	\$0.00	\$0.00		\$730,096.00	\$0.00
TASK15 Post-Construction	\$95,212.00	\$0.00	\$0.00		\$95,212.00	\$0.00
TASK16 Materials Testing	\$70,456.00	\$0.00	\$0.00		\$70,456.00	\$0.00
TASK17 Source Inspection	\$45,309.00	\$0.00	\$0.00		\$45,309.00	\$0.00
TASK18 PR Support	\$25,000.00	\$2,979.41	\$2,979.41	11.92%	\$22,020.59	\$0.00
Total for TAMCO.160505.03	\$1,177,392.00	\$37,683.50	\$37,683.50	3.20%	\$1,139,708.50	\$0.00

TASK19 Direct Expenses/CM Software	\$0.00	\$0.00	\$0.00		\$0.00
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Final Totals - Original (Approved Budget)	\$4,697,537.00	\$1,882,645.17	\$1,882,645.17	40.08%	\$2,814,891.83
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Final Totals - REVISED	\$4,697,537.00	\$1,882,645.17	\$1,882,645.17	40.08%	\$2,814,891.83	\$0.00
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**Construction Management Services for the
Monterey County Rail Extension
Transportation Agency for Monterey County
CONSTRUCTION PACKAGE 3**



Project Schedule																													
PHASE	PKG	2022				2023								2024								2025							
		Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Pre-Construction	CP2																												
Construction	CP2																												
Post-Construction	CP2																												
Pre-Construction	CP3																												
Constructionability Review																													
Develop CPM Construction Schedule																													
Develop SWPPP																													
Biddability Review																													
Bid & Award Package 2																													
Pre-Construction Conference																													
Utility Relocation Construction																													
Construction	CP3																												
Post-Construction	CP3																												

Role	PKG	2022				2023								2024								2025								TOTAL HOURS	HOURLY RATE	TOTAL COST
		Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec			
Phase 1 - Pre-Construction																																
Package 3	CP3																															
Project Manager			8	8	4	4	4	4	4	4	4	4	4	4	4	6	8	8	8													
Resident Engineer - CP2&3													8	8	8	8	8	8														
Public Relations													5	8	8	8	8															
Project Controls													4	4	4	8	8	16	32													
Scheduling / Constructability			8	8	8								4	8	8																	
Stakeholder / Utility Coordination															8	8	16	16														
Railway Agency Coordination													4	4	4	4	4	8	8													
Civil PS&E Review			4	4	4								4	4	4																	
Trackwork / Station PS&E Review			8	8	8								8	8	8																	
Systems / Electrical PS&E Review			8	8	4								8	9	8																	
Utility Inspector															20	40	40	40														
Environmental / SWPPP Coordination				20	20	8	8	8	8	4	4	4	16	16	8	4	4	4	4													
Previously Billed			0	36	56	48	12	12	12	12	8	8	8	60	65	56	63	88	116	140	0	0	0	0	0	0	0	0				
SUB-TOTAL																																
Phase 2 - Construction																																
Package 3	CP3																															
Project Manager																																
Resident Engineer - CP2&3																																
Public Relations																																
Project Controls																																
Scheduling																																
Stakeholder/Utilities Coordination																																
Railway Agency Coordination																																
Civil / Utilities Inspector																																
Trackwork Inspector																																
Systems / Electrical Inspector																																
Building Inspector																																
Environmental / SWPPP Coordination																																
SUB-TOTAL			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Phase 3 - Post-Construction																																
Package 3	CP3																															
Project Manager																																
Resident Engineer - CP2&3																																
Project Controls																																
Inspector																																
Environmental / SWPPP Coordination																																
SUB-TOTAL			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
TOTAL			0	36	56	48	12	12	12	12	8	8	8	60	65	56	63	88	116	140	0	0	0	0	0	0	0	0				
																										Anticipated Salary Escalation		\$6,754				
																										Total Labor		\$173,649				
Direct Expenses																																
																										TOTAL COST						
Travel Expenses																																
SUB-TOTAL																																
Materials Inspection/Testing/PR Support																																
Package 3	CP3																															
Materials Testing																																
Source Inspection																																
PR Support																																
SUB CONSULTANTS SUB-TOTAL																																
																										Package 2 Total Cost		\$ 276,210				
																										Package 3 Total Cost		\$ 173,649				
PACKAGE 2 & 3 TOTAL																											\$	449,859				

Notes:
1. Hours based on preliminary schedule and assuming Packages 2 & 3 are constructed concurrently
2. The level of effort may change due to final contract schedule and construction durations
3. Field Office not included in costs
4. ODC's and sub-consultants will include 10% markup



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: December 7, 2022
Subject: **Committee Minutes**

RECOMMENDED ACTION:

ACCEPT draft minutes of the Transportation Agency Committees:

- Executive Committee - draft minutes of November 2, 2022
- Rail Policy Committee - draft minutes of November 7, 2022
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - draft minutes of November 2, 2022
- [Technical Advisory Committee](#) - draft minutes of November 3, 2022
- [Measure X Citizens Oversight Committee](#) - No meeting

ATTACHMENTS:

- ❑ Executive Committee draft minutes of November 2 2022
- ❑ Rail Policy Committee draft minutes of November 2022

DRAFT MINUTES

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY
SERVICE AUTHORITY FOR FREEWAYS EMERGENCIES AND MONTEREY COUNTY
REGIONAL DEVELOPMENT IMPACT FEE JOINT POWERS AGENCY**

EXECUTIVE COMMITTEE MEETING

*Members: Mary Adams (Chair), Michael LeBarre (1st Vice Chair),
Chris Lopez (2nd Vice Chair), Ed Smith (Past Chair),
Wendy Root Askew (County representative), Kimbley Craig (City representative)*

Wednesday, November 2, 2022

*** 8:30 a.m. ***

REMOTE VIDEO/PHONE CONFERENCE ONLY

EXECUTIVE COMMITTEE	JAN 22	FEB 22	MAR 22	APR 22	MAY 22	JUN 22	AUG 22	SEP 22	OCT 22	NOV 22
Mary Adams, Chair Supr. Dist. 5 (S. Hardgrave, C. Courtney)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P(A) (VC)	P (VC)	P (VC)	P (VC)
Michael LeBarre, 1st Vice Chair King City (C. DeLeon)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Chris Lopez, 2nd Vice Chair Supr. Dist. 3 (P. Barba)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P(A) (VC)	P(A) (VC)	P (VC)	P (VC)	P (VC)
Ed Smith, Past Chair Monterey (D. Albert, A. Renny)	P (VC)	E	P (VC)	P (VC)	A	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Wendy Root Askew, County Representative Supr. Dist. 4 (Y. Anderson)	E	P (VC)	P (VC)	P (VC)	P (VC)	P(A) (VC)	P (VC)	P (VC)	P (VC)	P(A) (VC)
Kimbley Craig, City Representative Salinas (C. Cromeenes)	P (VC)	P (VC)	P(A) (VC)	P(A) (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)

TC: via teleconference; VC: via video conference

P = Present

A = Absent

P(A) = alternate present

E = Excused

1. CALL TO ORDER

Chair Adams called the meeting to order at 8:30 a.m. Roll call was taken, and a quorum was confirmed.

Staff present: Goel, Muck, Rodriguez, Strause, Watson, and Zeller.

Others present: Robert Brayer, County Counsel; and Colleen Courtney, District 5 alternate.

2. PUBLIC COMMENTS

No public comment

3. CONSENT AGENDA

On a motion by Committee Member Craig, seconded by Committee Member Smith, the Committee voted 6-0 to approve the minutes from the Executive Committee meeting of October 5, 2022.

4. APPOINT NOMINATING COMMITTEE

On a motion by Committee Chair Adams, seconded by Committee Member Craig, the Committee recommended that the Board of Directors appoint Committee members Adams and Smith as the Nominating Committee to meet and return to Board of Directors on January 25, 2023 with recommendations for Board Chair, 1st Vice Chair, 2nd Vice Chair, and Executive Committee to serve one-year terms beginning upon their election through the next election of officers at the beginning of the January 24, 2024 Board meeting.

5. BUDGET ASSUMPTIONS FY 23/24

The Committee provided direction and guidance to staff on assumptions for the three-year budget for fiscal years 23/24, 24/25 and 25/26.

Rita Goel, Director of Finance & Administration, reported that the Agency budget separates expenditures into two types: operating and direct programs. Operating expenditures include slight changes year to year for staff salaries and benefits, materials and services, and capital outlay. Direct program expenditures include some fluctuations for contracts, outside consultants, and ongoing project and program delivery with continuous funding such as Freeway Service Patrol and Call Boxes.

Ms. Goel noted that TAMC continues to maintain a fund balance of a minimum of 6 months of operating cost and continues to manage efficiently.

After a robust discussion, the Committee recommended that the draft operating budget to be presented in February include both a 3 and 4% cost of living increase.

6. TAMC 2023 SCHEDULE OF MEETINGS

The Committee recommended that the Board approve calendar year 2023 schedule of meetings for Agency Board of Directors and Executive Committee and provided direction to staff related to the potential to have hybrid meetings.

Director Muck reported that until February 28, 2023, the meetings can continue to be held via remote conferencing under the Governor's declared state of emergency, which is expected to be lifted on February 28, 2023. Chair Adams recommended that we start in-person Board meetings in January or February. Director Muck noted that the Board of Directors meetings could be held at the Agricultural Commissioner's Conference Room or Air Resources District. Committee member Lopez suggested that staff investigate the County's Monterey Room, or the County conference rooms at Schilling Place that could accommodate the TAMC Board meeting.

Director Muck noted that TAMC Committee meetings may continue to be held via Zoom until February 28, 2023, and staff is looking at whether citizens' Committees are required to follow Brown Act Rules.

Christina Watson, Director of Planning, reported that Board and Committee members who need to participate using videoconference in a meeting are required to turn on their video throughout the meeting, cannot use videoconference more than two meetings per year, and must have a declared personal emergency to do so. She noted that there is no longer a requirement to post the location where you will attend on the agendas, but that any member using videoconference must announce the presence of anyone over the age of 18 in the room from which they are participating.

7. CLOSED SESSION

The Committee held a closed session regarding Public Employee Performance Evaluation pursuant to Government Code Section §54957 – Position: Executive Director.

The Committee reconvened in open session:

Agency Counsel Brayer reported no reportable actions taken.

8. TAMC BOARD DRAFT AGENDA

Executive Director Todd Muck reviewed the draft regular and consent agenda for the TAMC Board meeting of December 7, 2022. After Executive Committee discussion, directions were provided to staff to place the following items for consideration on the regular agenda:

- Salinas Safe Routes to School Plan
- The Ralph M. Brown Act update

9. ANNOUNCEMENTS

None this month.

10. ADJOURNMENT

Chair Adams adjourned the meeting at 10:24 a.m.

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)

RAIL POLICY COMMITTEE MEETING

Draft Minutes of November 7, 2022

Transportation Agency for Monterey County

ZOOM REMOTE VIDEO/PHONE CONFERENCE ONLY

	DEC 21	JAN 22	FEB 22	MAR 22	APR 22	MAY 22	JUN 22	JUL 22	AUG 22	SEP 22	OCT 22	NOV 22
L. Alejo, Dist. 1 (L. Gonzalez, J. Gomez)	N	P(A)	E	P(A)	C	P(A)	A	N	P(A)	A	C	P(A)
J. Phillips, Dist. 2 (C. Link)	O	P(A)	P(A)	P(A)	A	P(A)	P(A)	O	P(A)	P(A)	A	A
W. Askew, Dist. 4 (Y. Anderson)		P	P(A)	P(A)	N	P	P(A)		P(A)	P(A)	N	P(A)
M. Adams, Dist. 5, (S. Hardgrave , C. Courtney)	M	P(A)	P(A)	E	C	P(A)	P(A)	M	P(A)	P(A)	C	P(A)
M. LeBarre, King City, Chair (C. DeLeon)	E	P	P	P	E	P	P	E	P	P	E	P
C. Medina Dirksen, Marina (B. Delgado)	E	A	A	P	L	A	A	E	P	P	L	P
E. Smith, Monterey (D. Albert, A. Renny)	T	P	P	P	L	P	A	T	P	P	L	A
K. Craig, Salinas, (C. Cromeenes)	I	A	A	P	E	P	P	I	P	P	E	P
G. Hawthorne, Sand City (J. Blackwelder , K. Cruz)	N	P(A)	P(A)	P(A)	D	P(A)	P(A)	N	P(A)	P(A)	D	P(A)
I. Oglesby, Seaside (D. Pacheco)	G	P	P	A		P	P	G	P	P		P
A. Chavez, Soledad (F. Ledesma)		A	P	A		A	P		P	A		A
D. Potter, At Large Member, Vice Chair		P	P	P		P	P		P	P		P
M. Twomey, AMBAG (H. Adamson , P. Hierling)		P(A)	P(A)	P(A)		P(A)	P(A)		P(A)	P(A)		P(A)
J. Xiao, Caltrans District 5		A	A	A		P	P		P	P		P
C. Sedoryk, MST (L. Rheinheimer/ M. Overmeyer)		P(A)	P(A)	P(A)		A	P(A)		P(A)	P(A)		P(A)
STAFF												
T. Muck, Executive Director		P	P	P		P	P		P	P		P
C. Watson, Director of Planning		P	P	P		P	P		P	P		P
M. Zeller, Director of Programming & Project Delivery		P	P	P		P	P		P	P		P
M. Montiel Admin Assistant		P	P	P		P	P		P	P		P
L. Williamson,		P	P	P		P	P		P	P		P

Senior Engineer												
D. Bilse, Principal Engineer		P	P	P		P	A		P	P		P
A. Guthe,r Assis. Transp. Planner		P	P	P		P	E		P	P		P
T. Wright, Community Outreach Coordinator		A	A	A		A	A		P	A		P
J. Strause, Transportation Planner		-	-	-		-	-		P	A		A

P = Present A = Absent P(A) = alternate present E = Excused

1. QUORUM CHECK AND CALL TO ORDER

Chair LeBarre called the meeting to order at 3:00 p.m. A quorum was established.

OTHERS PRESENT

Brianna Goodman SCCRTC Vinz Koller Public
Kakani Katija Public

2. PUBLIC COMMENTS

Committee Member Medina Dirksen mentioned that the Marina Hand Car business is starting to set up shop. She noted that they are setting up the fence this week and they are hoping to be operational in the next few weeks. Executive Director Todd Muck replied that TAMC just got the lease agreement last week and that the hand car reps need to do a few more things to comply with the terms of the lease agreement before they can enter TAMC property.

3. CONSENT AGENDA

M/S/C Potter / Anderson /unanimous

3.1 Approved minutes of the September 12, 2022, Rail Policy Committee meeting.

3.2 Received the call for nominations for the 21st Annual Transportation Excellence Awards to honor individuals, businesses, groups, or projects for their efforts to improve the transportation system in Monterey County.

END OF CONSENT AGENDA

4. 2023 LEGISLATIVE PROGRAM

M/S/C Potter / Oglesby /unanimous

The Committee received and commented on the draft 2023 Legislative Program.

Christina Watson, Director of Planning, reported that the legislative program helps guide staff and consultants in responding to legislative proposals. She reviewed the changes from the 2022 adopted program, highlighting the issues on the draft program of key interest to the committee.

Committee Ex-Officio Alternate Hierling noted that the Central Coast Coalition is seeking an “alternative fuel corridor” designation for the US 101. He noted AMBAG is seeking funds for a hydrogen fuel study for freight transportation. He suggested adding support for hydrogen fuels to the state and federal legislative programs.

Executive Director Todd Muck noted that TAMC staff had a refreshing meeting with the Federal Railroad Administration (FRA) last week. Ms. Watson noted that the federal program includes an item advocating the removal of barriers between commuter and intercity rail.

5. SALINAS RAIL KICK START PROJECT UPDATE

The Committee received an update on the Salinas Rail Kick Start Project.

Mike Zeller, Director of Programming and Project Delivery, reported that the City of Salinas City Council and TAMC Board approved the revised land transfer agreements and Transportation Agency staff have re-submitted the revised request for approval of the land transfer to the California Transportation Commission (CTC) for consideration at their December 7-8, 2022 meeting

Committee Member Craig acknowledged TAMC’s hard work and noted that the City of Salinas has had a few transitions and expressed she would be glad to assist by writing a letter or showing up in person.

Mr. Zeller reported that negotiations for the acquisition of properties needed for the Salinas layover facility (Package 2) and Gilroy track improvements (Package 3) are ongoing. He noted that the Tarp family is seeking a “no further action” letter from the Water Board regarding the arsenic contamination to enable us to move forward with the project. Mr. Zeller noted that TAMC now owns the Selby property, and we are waiting for the final order of condemnation.

Committee Member Potter asked if the Tarps understand it is a State Water Board responsibility at this point. Mr. Zeller replied that their attorney is aware, and he can check to confirm the family knows the status.

Christina Watson, Director of Planning, reported that HDR completed the 100% plans for packages 2 and 3 and distributed them to our partner stakeholder agencies in September 2022, and we continue to hold design review meetings. Ms. Watson noted that we recently were alerted to conflicts at the Gilroy station with High-Speed Rail plans, and our current focus of effort is to resolve those conflicts. She also noted that the cost estimates that were developed as of September were higher than the funding secured for construction, and she is working with HDR to do value engineering work and identify options for cost savings.

Chair LeBarre asked if the cost increases are due to inflation. Ms. Watson replied that many of the causes for cost increases were due to elements of the project that were not included in the 90% plans, added as a result of stakeholder input. Staff continue to work with HDR and MNS and will be bringing in Caltrans to discuss ways in saving cost on the project.

6. COAST CORRIDOR RAIL PROJECT UPDATE

The Committee received an update on the planned increase in passenger rail service along the coast corridor between San Francisco and Los Angeles.

Alissa Guther, Assistant Transportation Planner, reported on a field trip to Sacramento and the Sonoma-Marín Area Rail Transit (SMART) system on October 24 and 25, 2022. She noted that the trip included a tour of the SMART operating center and a train ride.

Committee Member Medina Dirksen asked about the cost to get the Clipper card. Executive Director Muck replied that you can get the Clipper card in your phone's wallet or download the SMART application for free, and no physical card is needed, you just need to pay for the ride itself. Committee Alternate Courtney noted that she used her phone's Clipper card recently and found it to be user friendly; she noted that even if your phone loses power, its wallet will still work.

Committee Ex-Officio Alternate Rheinheimer noted that Monterey-Salinas Transit is moving to a contactless fare system that does not need a special application, just a credit card or phone wallet.

Christina Watson, Director of Planning, reported that Alissa will be coordinating another trip to SMART focusing on Monday and Friday in late March 2023. She will coordinate on dates with the Santa Cruz County Regional Transportation Commission and SMART to narrow down dates and will send out a doodle poll to committee members. Ms. Watson noted that

the next Coast Rail Coordinating Council Coastal meeting is scheduled for November 18 via zoom and will be adopting the 2023 calendar meetings.

Chair LeBarre noted that lunch with CalSTA Secretary of Rail Chad Edison in Sacramento was very instructive, and they discussed hydrogen as a key focus and mentioned that MST is looking at hydrogen fueling facility. Chair LeBarre mentioned that he was unclear on the formulaic TIRCP allocations out next year. Ms. Watson replied that we are working to better understand the TIRCP opportunities. Executive Director Todd Muck noted that the additional funding does require additional state augmentation.

7. 2023 RPC MEETING SCHEDULE

M/S/C Anderson /Courtney /unanimous

The Committee approved the 2023 schedule of Rail Policy Committee meetings and provided direction to staff related to the potential to have hybrid meetings starting in March 2023.

Christina Watson, Director of Planning, reported that the proposed 2023 schedule follows the existing pattern of meetings on the first Monday of the month starting at 3 p.m. Ms. Watson noted the meetings will continue to be held via zoom under the Governor's declared state of emergency for January and February. She noted that after it is expected to be lifted on February 28, 2023, the meetings will be held at the TAMC conference room or other locations to be determined in advance, starting in March 2023. Ms. Watson mentioned that it will be possible to make the in-person meetings accessible for remote participation, following the revised Brown Act rules for remote participation, which require at least a quorum to attend in person. Committee members needing to participate remotely must get prior approval from the Committee. She noted that Committee Members' remote participation is limited to 20% of the meetings, meaning no more than 2 Committee meetings per year.

Chair LeBarre liked the idea of hybrid meeting to enable the public and representatives from partner agencies to continue to join the meeting.

8. ANNOUNCEMENTS AND/OR COMMENTS FROM COMMITTEE MEMBERS

Christina Watson, Director of Planning, announced the next Committee meeting is on January 9, 2023, at 3 pm via Zoom.

9. ADJOURN

Chair LeBarre adjourned the meeting at 4:14 p.m.



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: December 7, 2022
Subject: Correspondence

RECOMMENDED ACTION:

RECEIVE correspondence to and from TAMC for the month of November 2022.

WEB ATTACHMENTS:

- [November 14, 2022 Letter to Jennifer Synhorts, Acting Office Chief, Office of Strategic Investment Planning, California Department of Transportation regarding comments on the 2022 Draft Interim Caltrans System Investment Strategy \(CSIS\) from TAMC Executive Director Todd Muck.](#)
- [November 4, 2022 Letter to Division of Transportation Planning California Department of Transportation Regarding: Comments on Draft 2023-24 California Sustainable Transportation Program from TAMC Executive Director Todd Muck.](#)
- [November 4, 2022 Letter to Division of Transportation Planning California Department of Transportation Regarding: Climate Adaptation Planning Grant Comments from TAMC Executive Director Todd Muck.](#)