



Regional Transportation Planning Agency - Local Transportation Commission  
Monterey County Service Authority for Freeways & Expressways - Email: info@tamcmonterey.org

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

**Wednesday, February 27, 2019  
Agricultural Center Conference Room  
1428 Abbott Street  
Salinas, California  
\*\*9:00 AM\*\***

**FOR WIRELESS INTERNET,  
CONNECT TO: ABBOTT CONF-GUEST  
PASSWORD: 1428AGGUEST**

*(Agendas are on display and are posted 72 hours prior to the scheduled meeting at the Transportation Agency office and at these public libraries: Carmel, Monterey, Salinas Steinbeck Branch, Seaside, Prunedale, King City, Hartnell College, Monterey Peninsula College, and Cal State University Monterey Bay. Any person who has a question concerning an item on this agenda may call the Transportation Agency office at 831-775-0903 to make inquiry concerning the nature of the item described on the agenda.) The agenda and all enclosures are available on the Transportation Agency website: [www.tamcmonterey.org](http://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 person may address the Transportation Agency Board at this time. Presentations should not exceed three minutes, should be directed to an item **NOT** on today's agenda,

and should be within the jurisdiction of the Transportation Agency Board. *Though it is not required, the Transportation Agency Board appreciates your cooperation in completing a speaker request form available on the table at the entrance to the meeting room. Please give the completed form to the Transportation Agency Administrative Assistant. If you have handouts, please provide 30 copies for the entire Board before the meeting starts or email to Agency Administrative Assistant 24 hours in advance of 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. PRESENT** the Transportation Agency Employee of the Quarter to Theresa Wright for October - December 2018; and **PRESENT** Certificate of Appreciation to Lynn Terry for 10 years of service.

**- Hale**

**5. PUBLIC COMMENT** on the Closed Session;

**CLOSED SESSION:**

Pursuant to Government Code section 54956.9(d)(1), the Board will confer with legal counsel regarding existing litigation:

1. TAMC v. Olga Chisum, et al., Court Number 17CV001194
2. TAMC v. MWM Investments, Court Number 17CV001231

**RECONVENE** in open session and report any actions taken.

**- Zeller**

**6. Break for TAMC Board Photo.**

**-Hale**

**7. Dockless Bike/Scooter Shared Mobility Program**

1. **RECEIVE** presentation on Dockless Bike/Scooter Shared Mobility Program Recommended Policies and Sample Ordinance; and
2. **ADOPT** the Dockless Bike/Scooter Shared Mobility Program Recommended Policies and Sample Ordinance.

**- Castillo**

*Dockless bike and/or scooter share is a type of shared mobility that makes bicycles,*

*electric bicycles, and/or electric scooters available for rent on a short-term basis within a defined service area. A number of communities are embracing this new technology as part of the transportation network, but many are also learning that it can become burdensome if unprepared for their arrival. The Dockless Bike/Scooter Shared Mobility Program Recommended Policies outlines key policies based on recent pilot programs and case studies.*

**8. Unmet Transit Needs Public Hearing**

1. **RECEIVE** presentation on the unmet transit needs process;
2. **OPEN** public hearing on unmet transit needs;
3. **RECEIVE** public comment; and
4. **CLOSE** public hearing.

- Castillo

*In its role as the Transportation Development Act fund administrator, the Agency annually seeks public input to identify unmet transit needs in Monterey County prior to allocating Local Transportation Funds.*

**9. Draft Overall Work Program and Budget**

1. **AUTHORIZE** the Executive Director to submit the draft fiscal year 2019/20 budget and overall work program to state funding agencies for initial review;
2. **PROVIDE** direction and guidance to staff on the three-year budget for fiscal years 2019/20 through 21/22, and the overall work program for fiscal year 2019/20; and
3. **DIRECT** the Executive Director to bring the final three-year budget and one-year overall work program back to the Board on May 22, 2019 for approval.

- Goel/Hale

*The Executive Committee has reviewed the budget and overall work program and recommends approval. February approval of the draft three-year budget and one-year overall work program is required in order to meet state review deadlines. Staff will respond to Caltrans and Board comments and will bring the final documents back for approval in May 2019. The Agency continues to control expenditures to stay within its budget, and maintains a prudent cash reserve. The annual Transportation Agency for Monterey County Overall Work Program describes the activities that the Agency will undertake during the next fiscal year, and provides the basis for the 2019/20 budget.*

**10. RECEIVE reports from Transportation Providers:**

- Caltrans Director's Report and Project Update - Gubbins
- Monterey Peninsula Airport - Sabo
- Monterey-Salinas Transit - Sedoryk
- Monterey Bay Air Resources District - Stedman

11. Reports on meetings attended by Board Members at Transportation Agency expense, as required by state law.
12. Executive Director's Report.
13. Announcements and/or comments from Transportation Agency members on matters that they wish to put on future Transportation Agency agendas.
14. **ADJOURN**

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**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** minutes of the Transportation Agency for Monterey County (TAMC) the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for January 23, 2019.

**-Rodriguez**

- 3. 1.2 ACCEPT** the list of checks written for the month of January 2019 and credit card statements for the month of December 2018.

**- 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 APPROVE** proposed amendments to the Agency bylaws as announced at the January 2019 Board meeting.

**- Watson**

*The Transportation Agency is proposing to update its Bylaws by adding a new at-large representative to the Rail Policy Committee. Sections 13.1 and 13.2 of the Bylaws provide that notice of proposed amendments to the Bylaws be announced at the Agency meeting prior to the meeting at which the amendments will be voted upon. The amendments presented at today's meeting were announced in January and will require approval by not less than two-thirds (2/3) of the voting members present at the meeting. All changes to the Bylaws are the same as announced in January.*

- 3. 1.4 RECEIVE** report on conferences or trainings attended by agency staff.

**- Muck**

*Agency staff occasionally attends 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.*

- 3. 1.5 APPROVE** appointments of Agency staff Debbie Hale, Executive Director, as ex-officio member and Todd Muck, Deputy Executive Director and Mike Zeller, Principal Transportation Planner, as ex-officio alternates to the Fort Ord Reuse Authority Board and Administrative Committee for 2019.

**-Rodriguez**

*The Agency Board appoints Agency staff to the FORA Board and Administrative Committee on an as-needed basis.*

## **BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES**

### **3. 2.1 Short-Term Measure X Loans to Monterey-Salinas Transit**

1. **AUTHORIZE** Executive Director to sign agreement(s) with Monterey-Salinas Transit (MST), pending approval by Counsel, for short-term Measure X loans up to \$3,000,000 for payroll and other operating costs, to be repaid upon receipt of Federal Transit Administration funds.
2. **AUTHORIZE** Executive Director to charge interest for the loan(s) based upon current interest rates earned by Measure X funds during the quarter that MST receives the loan.

**- Castillo**

*MST has requested a short-term Measure X loan to fund operating costs due to an unexpected delay by the Federal Transit Administration in disbursing federal transit operating funds. Unless MST can obtain funds at a reasonable rate to keep an adequate cash-flow pending receipt of federal funds, MST could be forced to reduce services to the community. Board approval would authorize the Executive Director to execute future loans under the same terms to help ease similar cash-flow crises.*

- 3. 2.2 APPROVE** the appointment of Matthew S. McCluney to serve as California State University, Monterey Bay's main representative on the TAMC Bicycle and Pedestrian Advisory Committee.

**- Castillo**

*The Board appoints members of the public on an as-needed basis to serve on the Bicycle and Pedestrian Facilities Advisory Committee to advise staff on bicycle and pedestrian transportation issues and make recommendations to the TAMC Board.*

- 3. 2.3 ADOPT** Resolution 2019-02 apportioning \$18,000,000 in Fiscal Year 2019-20 Local Transportation Funds to Monterey-Salinas Transit and TAMC, as specified.

**- Castillo**

*The Transportation Agency is responsible for administering Local Transportation funds in Monterey County pursuant to the California Transportation Development Act. The Local Transportation Fund is a designated source of funding for planning, bicycle and pedestrian projects and public transit. Each February, the Agency apportions (i.e. estimates) the funds expected to be available in the next fiscal year, so that Monterey-Salinas Transit can budget for the coming year, and distributes the funds in June.*

**3. 2.4 My Town Children's Traffic Safety Exhibit:**

1. **APPROVE** the use of Measure X Safe Routes to School funds in an amount not-to-exceed \$87,500 for the design, fabrication, installation and operation of a traveling children's transportation safety exhibit; and
2. **AUTHORIZE** the Transportation Agency's executive director to execute an agreement (subject to legal counsel approval) with the Monterey Youth Museum for the development and presentation of the exhibit.

- Green

*The My Town children's exhibit will provide free educational opportunities for children and their families in Salinas and future locations in Monterey County. Children will learn valuable traffic safety skills and adults will learn about local and regional transportation resources. The first My Town location will be at the Cal State Monterey Bay - Steinbeck Center in Salinas and will be open May - August 2019.*

## **PLANNING**

- 3. 3.1 AUTHORIZE** the Executive Director to execute an agreement between the Transportation Agency and Pacific Standard Press to print, prepare and deliver the Agency's 2017-2018 Annual Report to the US Postal Service in an amount not to exceed \$35,500.

- Wright

*The Annual Report is a public outreach tool that the Transportation Agency produces each year to highlight its accomplishments and goals for the following year. The report is distributed to Monterey County residents and posted on the Transportation Agency's website. This year's annual report will include the Measure X annual report prepared by the Oversight Committee.*

## **PROJECT DELIVERY and PROGRAMMING**

- 3. 4.1 APPROVE** the appointment of Manuel Valencia to serve as the alternate Latino organization representative and Rick Heuer to serve as the alternate representative for the Monterey Peninsula Taxpayers Association on the Measure X Transportation Safety &

Investment Plan Citizens Oversight Committee.

- Wright

*The Transportation Safety & Investment Plan's policies call for the formation of a Citizens Oversight Committee representing a diverse range of community interests. Representatives of these interests must be nominated by their organizations and appointed to serve on the Citizens Oversight Committee by the Transportation Agency's Board of Directors.*

**RAIL PROGRAM - No items this month**

**REGIONAL DEVELOPMENT IMPACT FEE - No items this month**

**COMMITTEE MINUTES - CORRESPONDENCE for March 2019.**

**3. 7.1 RECIEVE** correspondence to and from TAMC for the month of February 2019.

- Rodriguez

**3. 7.2 ACCEPT** draft minutes of the Transportation Agency Committees:

- [Technical Advisory Committee](#) - no meeting this month
- Rail Policy Committee - No meeting this month
- Executive Committee - February 6, 2019
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - February 6, 2019
- [Excellent Transportation Oversight Committee](#) - no meeting

-Rodriguez

**END OF CONSENT AGENDA**

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### **ANNOUNCEMENTS**

Next Transportation Agency for Monterey County meeting will be on  
Wednesday, March 27, 2019

**Agricultural Center Conference Room**  
**1428 Abbott Street**  
**Salinas, California**  
**9:00 A.M.**

Documents relating to an item on the open session that are distributed to the Board less than 72 hours prior to the meeting shall be available for public inspection at the Office of the Transportation Agency for Monterey County, 55-B Plaza Circle, Salinas, CA.

Documents distributed to the Agency Board at the meeting by staff will be available at the meeting; documents distributed to the Board by members of the public shall be made available after the meeting.

The Transportation Agency web site contains information from the Transportation Agency Resource Guide, including Transportation Agency Board members, Transportation Agency committee members, grant programs, etc. Visit us at: <http://www.tamcmonterey.org>.

**Transportation Agency for Monterey County**  
**55-B Plaza Circle, Salinas, CA 93901-2902**  
**Monday thru Friday 8:00 a.m. - 5:00 p.m.**  
**TEL: 831-775-0903**  
**FAX: 831-775-0897**

*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 at 831-775-0903. Auxiliary aids or services include wheelchair accessible facilities, sign language interpreters, Spanish Language interpreters and printed materials, 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:** Debra L. Hale, Executive Director  
**Meeting Date:** February 27, 2019  
**Subject:** **Employee of the Quarter and TAMC Recognition**

**RECOMMENDED ACTION:**

**PRESENT** the Transportation Agency Employee of the Quarter to Theresa Wright for October - December 2018; and **PRESENT** Certificate of Appreciation to Lynn Terry for 10 years of service.

**SUMMARY:**

**FINANCIAL IMPACT:**

None.

**DISCUSSION:**

The Agency employees recognize Theresa Wright for having a great attitude, her professionalism, diligence, and her hard work on the TAMC Excellence awards and TAMC Annual Report. Most notably they appreciate her hard work on Media Coverage, News Release and preparing the weekly Cone Zone Construction Report.

**ATTACHMENTS:**

- ▣ EOQ - Theresa
- ▣ Recognition Certificate Lynn

# EMPLOYEE OF THE QUARTER

*Theresa Wright*

*It is hereby certified that Theresa Wright has been selected by her colleagues at the Transportation Agency for Monterey County as the Employee of the Quarter for October 1 – December 31, 2018.*

*The Agency employees recognize Theresa Wright for having a great attitude, her professionalism, diligence, and her hard work on the TAMC Excellence awards and TAMC Annual Report. Most notably they appreciate her hard work on Media Coverage, News Release and preparing the weekly Cone Zone Construction Report*

*On behalf of the Board of Directors and staff of the Transportation Agency for Monterey County, it is our great pleasure to recognize Theresa Wright for her exemplary service.*

*Recognized By*

*Acknowledged By*

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*TAMC Chair  
Robert Huitt*

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*Executive Director  
Debra L. Hale*

*Date: February 27, 2019*

*Presented  
To  
Lynn Terry  
In appreciation for  
10 Years  
of dedicated Service*

*Congratulations for reaching this significant milestone in your career. Your effort and dedication play a tremendous part in our success and we appreciate your commitment.*

*On behalf of the Board of Directors of the Transportation Agency for Monterey County it is our great pleasure to recognize and thank Lynn for her 10 years of dedicated service.*

*Recognized By:*

*Acknowledged By:*

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*TAMC Chairman, John Phillips*

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*Executive Director, Debra L. Hale*

*June 1, 2018*



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

***Memorandum***

**To:** Board of Directors  
**From:** Stefania Castillo, Transportation Planner  
**Meeting Date:** February 27, 2019  
**Subject:** **Dockless Bike/Scooter Shared Mobility Program**

**RECOMMENDED ACTION:**

**Dockless Bike/Scooter Shared Mobility Program**

1. **RECEIVE** presentation on Dockless Bike/Scooter Shared Mobility Program Recommended Policies and Sample Ordinance; and
2. **ADOPT** the Dockless Bike/Scooter Shared Mobility Program Recommended Policies and Sample Ordinance.

**SUMMARY:**

Dockless bike and/or scooter share is a type of shared mobility that makes bicycles, electric bicycles, and/or electric scooters available for rent on a short-term basis within a defined service area. A number of communities are embracing this new technology as part of the transportation network, but many are also learning that it can become burdensome if unprepared for their arrival. The Dockless Bike/Scooter Shared Mobility Program Recommended Policies outlines key policies based on recent pilot programs and case studies.

**FINANCIAL IMPACT:**

There is no financial impact to the TAMC budget associated with this item.

**DISCUSSION:**

The cities of Marina, Monterey, Pacific Grove, Salinas, and Seaside are looking into adopting policies to regulate dockless bike/scooter shared mobility programs and have requested assistance from the Transportation Agency with developing recommended policies and a sample ordinance.

Back in May 2018, the cities of Salinas and Seaside were moving forward with initiating a bike share program with the Beijing-based company Ofo. However, later that year, Ofo announced a reduction in operations, including withdrawal from most U.S. cities. Local jurisdictions are now looking to other bike share operators, including companies that provide electric scooter share programs. California State Univeristy, Monterey Bay (CSUMB) has partnered with the San Francisco based smart mobility

company, Lime, to bring dockless electric scooters to campus. Over 60,000 rides have been taken since the program started in September 2018, .

TAMC staff researched the issues that other cities (including the City of Santa Monica, City of Fort Lauderdale, and the San Francisco Municipal Transportation Agency) faced and noted what worked well. Staff then presented and collected input on the draft recommended policies and sample ordinance at the February meetings of the Bicycle & Pedestrian Facilities Advisory Committee and the Technical Advisory Committee.

Local governments across the country have learned that dockless bike/scooter share provides a significant opportunity for:

- Complementing transit service overcoming first/last mile transit connections;
- Replacing short vehicle trips with a clean emissions transportation option;
- Using a low-stress technology to introduce a new audience of residents to active transportation options; and
- Encourage city leaders to invest in bicycle/scooter infrastructure to support growing demand for bicycle/scooter mobility.

Along with the vast potential of dockless bike/scooter share, local governments have identified key challenges, namely:

- Ensuring equitable access to shared mobility technologies across all neighborhoods;
- Encouraging appropriate rider behavior;
- Maintaining an orderly system and keeping pedestrian pathways clear; and
- A lack of connected bicycle/scooter infrastructure, forcing many users to ride on sidewalks.

Based on recent pilot programs, case studies, and surveys, three key practice areas emerged illuminating how cities are putting policy into action and setting themselves up for successful management of dockless shared mobility programs:

1. Enforcement of vendor operation
2. Caps in vehicle numbers and number of vendors
3. Data sharing that is standardized and in real-time

The recommended policies (**attached**) provide a general guidance on key challenges and opportunities and propose solutions and performance measures based on best practices from the cities and agencies mentioned above. The sample ordinance (**attached**) provides a template for local jurisdictions to customize based on their specific needs.

#### **WEB ATTACHMENTS:**

- [Recommended Policies](#)
- [Sample Ordinance](#)



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

**Memorandum**

**To:** Board of Directors  
**From:** Stefania Castillo, Transportation Planner  
**Meeting Date:** February 27, 2019  
**Subject:** **Unmet Transit Needs Public Hearing**

**RECOMMENDED ACTION:**

**Unmet Transit Needs Public Hearing**

1. **RECEIVE** presentation on the unmet transit needs process;
2. **OPEN** public hearing on unmet transit needs;
3. **RECEIVE** public comment; and
4. **CLOSE** public hearing.

**SUMMARY:**

In its role as the Transportation Development Act fund administrator, the Agency annually seeks public input to identify unmet transit needs in Monterey County prior to allocating Local Transportation Funds.

**FINANCIAL IMPACT:**

There is no direct impact to the Transportation Agency budget associated with this action. For the current fiscal year, the Transportation Agency allocated \$15,279,685 from the Local Transportation Fund to Monterey-Salinas Transit. The Transportation Agency can direct public transit operators to implement new services with Local Transportation Funds available after funding existing services and commitments.

**DISCUSSION:**

TAMC annually conducts outreach to identify unmet transit needs. This unmet needs process is associated with the Local Transportation Fund (LTF), which is one of two designated funding sources for public transit created by the California Transportation Development Act (TDA). Local Transportation Funds are generated through a quarter percent of the retail sales tax, which are returned to the county by the California State Board of Equalization and apportioned by the Transportation Agency to county jurisdictions through a population-based formula for public transit.

The formation of the Monterey-Salinas Transit District (MST) and past unmet transit needs finding

dictate how TAMC allocated LTF funds. As MST members, every city in the county allocates its annual fund apportionment to MST for public transit services. The County of Monterey is obligated to allocated approximately 50% of its funds off the top to MST for public transit and RIDES services within 3/4 mile of the existing MST routes, which represents the County population inside the 3/4 mile zone specified by the Americans with Disabilities Act. TAMC's 2010 finding on unmet transit needs allowed MST to claim the remaining County portion to support existing transit operations countywide.

Prior to allocating LTF funds, TAMC is required to provide for a public hearing and outreach to identify unmet transit needs. TDA statutes require transportation planning agencies using TDA funds for local street and road projects, to implement a public process, including a public hearing, to identify unmet transit needs of transit dependent or disadvantaged persons, and determine if unmet transit needs can be reasonably met. Because TAMC no longer allocated LTF funds to local streets and roads, TAMC is no longer required to adopt a finding on unmet transit needs. However, the Agency still continues to solicit public input on unmet transit needs and places comments into the following categories:

- Transit service improvement requests that would improve an existing service.
- Transit service expansion requests that extend a transit route beyond its current limits and fill a gap in service.
- Capital improvement projects that would enhance existing public transit facilities.

All comments are reviewed with MST staff to consider options to implement requests and to evaluate comments based on the time frame in which unmet transit needs can be met (**attachment**). The unmet transit needs comments list serves as a public input tool for MST's short and long term transit planning and improvements.

Staff is requesting that the Board conduct a public hearing to accept public comments on unmet transit needs. In addition to public testimony provided at the hearing, TAMC accepts comments throughout the year in writing, by email, through a questionnaire posted on the TAMC website and through the MST Mobility Advisory Committee. TAMC has designated that committee as the Social Services Transportation Advisory Council for Monterey County to advise TAMC on unmet transit needs pursuant to TDA. TAMC's deadline for accepting public comments and questionnaires on unmet transit needs for consideration as part of the annual unmet transit needs process is **April 30, 2019**.

Staff will present the final list of comments to the TAMC Board, prior to allocating LTF funds in June. Given that additional funding has not been available to fund unmet transit needs for several years, staff will also be working with the Mobility Advisory Committee to prioritize unmet needs identified through this process.

#### **WEB ATTACHMENTS:**

[Unmet Transit Needs Criteria](#)



**Memorandum**

**To:** Board of Directors  
**From:** Rita Goel, Director of Finance & Administration  
**Meeting Date:** February 27, 2019  
**Subject:** Draft Overall Work Program and Budget

**RECOMMENDED ACTION:**

**Draft Overall Work Program and Budget**

1. **AUTHORIZE** the Executive Director to submit the draft fiscal year 2019/20 budget and overall work program to state funding agencies for initial review;
2. **PROVIDE** direction and guidance to staff on the three-year budget for fiscal years 2019/20 through 21/22, and the overall work program for fiscal year 2019/20; and
3. **DIRECT** the Executive Director to bring the final three-year budget and one-year overall work program back to the Board on May 22, 2019 for approval.

**SUMMARY:**

The Executive Committee has reviewed the budget and overall work program and recommends approval. February approval of the draft three-year budget and one-year overall work program is required in order to meet state review deadlines. Staff will respond to Caltrans and Board comments and will bring the final documents back for approval in May 2019. The Agency continues to control expenditures to stay within its budget, and maintains a prudent cash reserve. The annual Transportation Agency for Monterey County Overall Work Program describes the activities that the Agency will undertake during the next fiscal year, and provides the basis for the 2019/20 budget.

**FINANCIAL IMPACT:**

The Transportation Agency for Monterey County gets majority of its funding from state sources. The funding is usually specific to the project or program for which it is granted and cannot be used to cover expenditures of a different project or program -- e.g. the funding received for the call box program can only be used for motorist aid programs. The use of funding is approved by Caltrans in the annual Overall Work Program.

The Agency budget separates expenditures into two types: operating and direct programs. Operating expenditures include salaries and benefits, materials and supplies, and equipment. Direct program expenditures include outside consultants, contracts, and specific project delivery tasks such as the Rail

Extension to Salinas, and the bicycle and pedestrian program.

Operating Budget: The proposed fiscal year 2019-2020 operating expenditure budget is \$3,456,898, a net increase over fiscal year 2018-2019 of \$260,555.

Direct Program: The proposed fiscal year current direct program expenditure budget is \$19,021,309 a net increase over fiscal year 18/19 of \$487,418. This increase is primarily due to the funding for the Rail Network Integration Study and Complete Streets Project Implementation. (bikeway wayfinding sign program).

## **DISCUSSION:**

### **Three Year Budget:**

Attachment 1 is the budget for the three-year period from July 1, 2019 to June 30, 2022. Staff proposed several assumptions for the operating budget, which were reviewed by the Executive Committee in November 2018.

Operating Revenues: The Agency receives regular state planning and related operating funds from three primary state sources: Rural Planning Assistance, Project, Programming and Management funds, and Local Transportation Funds. Since November 2016, 1% revenues for Measure X administration have also been budgeted. In addition, TAMC receives funding related to specific project and program administration from several sources, which are estimated conservatively: Service Authority for Freeways and Expressways program, state rail project grants, Measure X project/program funds and railroad leases.

Staff will continue to budget staff time to grants as appropriate, such as the recently received planning grants for Rail Network Integration (coordinating Monterey County rail plans with the state rail plan) and the Regional Conservation Investment Strategy study (related to preservation of habitat impacted by transportation projects). Each of the cities and the county pay an annual Regional Transportation Planning Assessment (formerly known as the Congestion Management Program fee); the contribution amounts will stay at the same dollar level as in prior years and monies need to be paid from a local funding source. Staff time will be billed to all of these revenues, and expenditures will be tightly controlled.

The Transportation Agency continues to subsidize the activities of the Regional Impact Fee Agency. The budget is projecting the annual use of \$10,000 in fee revenue to pay for operating expenses, although the ongoing annual cost to the Transportation Agency for this activity is much higher. Expenditures on regional fee activities are being tracked with the expectation that this cost will be repaid to the Transportation Agency as more fees are collected in the future.

Potential revenue risks to the agency continue to include a reduction in federal and state planning funds and minimal new development and therefore reduced administration funds for the Regional Development Impact Fee Agency. No state funding other than Planning, Programming and Monitoring has been cut recently, but staff will keep the Board advised. Should major revenue reductions occur, the agency would have to reevaluate its revenues, costs and mission to determine essential vs.

discretionary activities. Billing staff time to specific projects, when possible, will continue to be a priority.

Operating Expenses: A 3% cost of living allowance is proposed for fiscal year 19/20. Merit increases, and promotions will continue to be available subject to performance.

In order to seek ways to restrain rising health care costs, while still providing and protecting quality care, the Agency revised its cafeteria health benefit allowance for its active employees in FY 2011/12. The changes eliminated several variables that existed, permitted the Agency to better forecast its obligation under the cafeteria plan, and reduced the liability for future premium increases. Employees have the flexibility to choose from several plans that are offered by CalPERS. In order to offset recent premium cost increases, a change to TAMC's cafeteria plan health allowance is proposed, which would result in an increase of \$129.51/month for general employees and \$259.02/month for management as of FY 2019/20. The last change to this allowance was made three years ago. No change is proposed to the cash-out allowance.

The Agency contribution to CalPERS in FY 2019/20 is projected to be higher than last year due to CalPERS lowering the discount rate (assumed rate of return on investments) from 7.25% to 7.0%. The Agency paid off its side-fund liability in December of 2013 and made a sizeable payment towards its unfunded liability in June 2016. These two factors help in keeping contributions lower than they would have otherwise been. However, due to Caltrans requiring the Agency to book the expense of the unfunded liability over a 5-year period (\$110,168/year) in order to be reimbursed, the budget continues to reflect \$110,168 towards the pension contributions.

The Public Employees' Pension Reform Act of 2013 continues to help curtail the agency's costs in the future due to the establishment of a 2nd tier, 3-year averaging and required sharing of employee contributions with future new members. In addition, all Agency employees pay a total contribution of 3.5% towards their CalPERS. These contributions help cover increases in CalPERS retirement costs and have brought the member share by employees at the payment percentage recommended in the new pension reform law.

Direct Program: Projects, programs and consultant work are funded out of the Direct Program budget. For example, the traffic counts program is funded from the Regional Surface Transportation Program in the Direct Program budget. Caltrans audit repayment, Public Outreach (annual report), installation of bikeway wayfinding signs and State legislative advisor costs are funded from the unassigned reserve. No funds are currently budgeted for consultant Federal legislative advisor services. Regional Development Impact Fee revenues have been designated by Board action to pay for project costs related to SR 156 improvements and the Highway 68 Monterey to Salinas Scenic Highway corridor.

As a result of good fiscal management, the agency has added to its reserve in past years. As designated in its GASB 54 fund balance policy, the agency will continue to maintain a minimum of a six-month operating budget balance in its undesignated reserve. Also, as requested by the Executive Committee, any excess over the six-month level is designated as a "contingency" fund to cover short-term revenue shortfalls or unanticipated expenses. A portion of the undesignated contingency fund is

forecast to be used in each of the three budget years for Operating and Direct Program activities.

## **Annual Work Program**

The annual Agency Overall Work Program describes the activities to be accomplished during the fiscal year beginning July 1, 2019 and ending June 30, 2020. After the draft Overall Work Plan is approved by the Transportation Agency Board of Directors at the February 27 meeting, the draft plan will be submitted to Caltrans, who reviews the document and provides comments on the state funded activities in the plan. Agency staff then incorporates comments from Caltrans, as well as comments received from the Transportation Agency Board, into to a final proposed Overall Work Program to be presented to the Board of Directors in May for adoption in conjunction with the fiscal year 2019/20 budget.

Highlights of the Draft 2019/20 Overall Work Program include the following activities, listed under each of the Agency's four adopted goals: Deliver Projects, Maximize Funding, Communicate Early and Often, and Prepare for the Future.

### Deliver Projects (and Programs)

Measure X administration and implementation including,

- State highway projects – working with Caltrans on:
- Imjin Road improvements: work with City of Marina to initiate and complete construction.
- Highway 1 busway on the Monterey Branch Rail Line: work with MST and Caltrans on environmental review; work with Caltrans, the Cities of Seaside and Sand City to design improvements to intersection at Fremont/California Avenues at Highway 1.
- SR 156-Blackie Road Extension: Coordinate with County of Monterey to initiate environmental review and preliminary engineering.
- Fort Ord Regional Trail and Greenway: finalize environmental review and preliminary engineering.
- Habitat Preservation/Advance Mitigation: initiate the Resource Conservation Investment Strategy with Caltrans and natural resources agencies.
- Safe Routes to School: continue to advance the education, enforcement and engineering improvements to reduce collisions.
- Senior and Disabled Mobility program: oversee programs funded and begin planning for new round of funding.

### Non-Measure X Projects:

- Salinas Rail Extension Project: Construct Lincoln Avenue extension and parking improvements and continue the right-of-way acquisition and final design for the remainder of the project.
- Bikeway Signs: continue installing signs for routes identified in the Regional Bicycle Wayfinding Plan.

## Administration of Ongoing Programs

- Go831 traveler information program: continue to outreach to major employers to encourage carpooling, vanpooling, telecommuting, using the bus, biking and walking to work.
- Bicycle Secure Program: fund racks, lockers and related secure storage for bicycles, skateboards and scooters.
- Safe Routes to School: continue implementing the Marina-Seaside grant.

## Maximize Funding

- Matching grants: work to secure SB 1 and other matching grants for priority projects
- Planning grants: evaluate the need for future corridor studies and safe routes to school grants.
- Corridor Study implementation: Work with the local agencies to fund improvements identified in the Highway 218 corridor and Pajaro to Prunedale corridor studies.
- Other agencies: assist Caltrans, Monterey-Salinas Transit and member agencies in securing funding to deliver priority transportation improvements.

## Communicate Early and Often

- Continue high level of public interactions during project development and construction.
- Educate staff, Board members and the public on new technology and innovative engineering designs.
- Prepare Agency and Measure X annual report, and work with the Chair on the end of year report.
- Assist member agencies with public outreach.
- Continue ongoing agency media outreach.

## Prepare for the Future

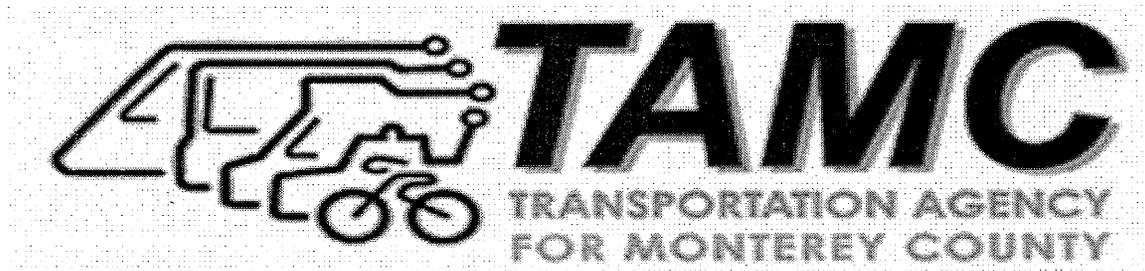
- Complete streets: support local use of bicycle and pedestrian safety improvements as part of a “complete streets” policy.
- Intersection safety and roundabouts: continue to investigate and support the installation of new engineering designs for intersections to improve safety.
- SAFE Callbox Program: coordinate with CHP to initial removal of underutilized call boxes.

After the draft Overall Work Plan and budget are approved by the Board of Directors, they will be submitted to Caltrans for review and comment. Agency staff then will incorporate comments from Caltrans and the Transportation Agency Board into to a final proposed Overall Work Program to be presented in May to the Executive Committee for review and to the TAMC Board of Directors for adoption.

## **ATTACHMENTS:**

- Draft Budget FY 19-20

▢ FY 19-20 Overall Work Program Summary



# **3 YEAR BUDGET**

## **FISCAL YEARS**

**2019 - 2020**

to

**2021 - 2022**

**TAMC-3 YEAR BUDGET JULY 1, 2019 - JUNE 30, 2022**

**TOTAL REVENUE & EXPENDITURES - SUMMARY**

SOURCE OF REVENUE/EXPENDITURE	FY PLAN	FUTURE 3 YR BUDGET			% CHANGE
	FY 18/19 Approved	FY 19/20 Estimated	FY 20/21 Estimated	FY 21/22 Estimated	FY 19/20 BUDGET vs FY 18-19 APPROVED
Operating Revenue	\$3,196,343	\$3,456,898	\$3,513,338	\$3,566,076	8.2%
Direct Program Revenue	\$18,533,891	\$19,021,309	\$1,186,336	\$7,888,636	2.6%
<b>TOTAL REVENUE</b>	<b>\$21,730,234</b>	<b>\$22,478,207</b>	<b>\$4,699,674</b>	<b>\$11,454,712</b>	<b>3.4%</b>
Operating Expenditures	\$3,196,343	\$3,456,898	\$3,513,338	\$3,566,076	8.2%
Direct Program Expenditures	\$18,533,891	\$19,021,309	\$1,186,336	\$7,888,636	2.6%
<b>TOTAL EXPENDITURES</b>	<b>\$21,730,234</b>	<b>\$22,478,207</b>	<b>\$4,699,674</b>	<b>\$11,454,712</b>	<b>3.4%</b>
<b>REVENUE MINUS EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**TAMC-3 YEAR BUDGET JULY 1, 2019 - JUNE 30, 2022**

**TOTAL REVENUE BY SOURCE**

SOURCE OF REVENUE	FY PLAN	FUTURE 3 YR BUDGET			4 Years Cumulative Impact	% CHANGE FY 19/20 BUDGET vs FY 18-19 APPROVED
	FY 18/19 Approved	FY 19/20 Estimated	FY 20/21 Estimated	FY 21/22 Estimated		
Federal Grants-Operating	\$118,835	\$40,000	\$40,000	\$20,000		-66.3%
Federal Grants-Direct	\$188,365	\$0	\$0	\$0		-100.0%
State Grants-Operating	\$1,669,395	\$1,784,999	\$1,646,155	\$1,611,685		6.9%
State Grants-Direct	\$18,237,558	\$18,466,171	\$1,090,606	\$7,796,427		1.3%
Local Funds-Operating	\$853,076	\$959,119	\$954,303	\$953,076		12.4%
Local Funds-Direct	\$279,969	\$302,829	\$275,021	\$271,500		8.2%
RSTP- Direct-Cfwd & New Approval	\$57,040	\$120,000	\$60,000	\$60,000		110.4%
<b>Sub Total Revenue</b>	<b>\$21,404,238</b>	<b>\$21,673,118</b>	<b>\$4,066,085</b>	<b>\$10,712,688</b>		<b>1.3%</b>
FSP Reserve Surplus/(Usage)	\$0	\$0	\$0	\$0	\$0	
FSP Reserve Surplus/(Usage)-SB1	\$38,290	\$38,290	\$38,290	\$38,290	\$153,160	
SAFE Reserve Surplus/(Usage)	(\$89,063)	(\$210,813)	(\$210,813)	(\$210,813)	(\$721,502)	136.7%
Rail-Leases ROW-Reserve Surplus/(Usage)	\$118,000	(\$17,000)	\$25,000	\$25,000	\$151,000	-114.4%
Undesig. Contingency Surplus/(Usage)-Oper.	(\$155,037)	(\$32,780)	(\$232,880)	(\$341,315)	(\$762,013)	-78.9%
Undesig. Contingency Surplus/(Usage)-Direct	(\$238,186)	(\$582,786)	(\$253,186)	(\$253,186)	(\$1,327,344)	144.7%
<b>Total Contingency Fund Surplus/ (Usage)</b>	<b>(\$325,996)</b>	<b>(\$805,089)</b>	<b>(\$633,589)</b>	<b>(\$742,024)</b>	<b>(\$2,506,699)</b>	<b>147.0%</b>
<b>TOTAL REVENUE</b>	<b>\$21,730,234</b>	<b>\$22,478,207</b>	<b>\$4,699,674</b>	<b>\$11,454,712</b>		<b>3.4%</b>

**TAMC-3 YEAR BUDGET JULY 1, 2019 - JUNE 30, 2022**

**OPERATING REVENUE**

SOURCE OF REVENUE/EXPENDITURE	FY PLAN	FUTURE 3 YR BUDGET			% CHANGE	\$ CHANGE
	FY 18/19 Approved	FY 19/20 Estimated	FY 20/21 Estimated	FY 21/22 Estimated	FY 19/20 BUDGET vs FY 18-19 APPROVED	FY 19/20 BUDGET vs FY 18-19 APPROVED
<b><u>OPERATING REVENUE</u></b>						
<b><u>FEDERAL PLANNING GRANTS</u></b>						
Federal Planning ( AMBAG-FHWA PL )	\$0	\$0	\$0	\$0		\$0
SR156 West Proj. Mgmt. -EARMARK	\$50,000	\$40,000	\$40,000	\$20,000	-20.0%	-\$10,000
Pajaro to Prunedale Corridor Study	\$38,335	\$0	\$0	\$0		-\$38,335
SR 218 Corridor Improvement Plan	\$30,500	\$0	\$0	\$0		-\$30,500
<b>SUB TOTAL FEDERAL GRANTS</b>	<b>\$118,835</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$20,000</b>	<b>-66.3%</b>	<b>-\$78,835</b>
<b><u>STATE PLANNING GRANTS</u></b>						
Local Transportation Fund ( Current )- LTF	\$908,485	\$908,485	\$908,485	\$908,485	0.0%	\$0
Planning & Programming -PPM	\$231,000	\$234,000	\$189,000	\$189,000	1.3%	\$3,000
Rural Planning Assistance-RPA	\$422,000	\$422,000	\$422,000	\$422,000	0.0%	\$0
Complete Streets Project Implementation-RSTP	\$92,200	\$92,200	\$92,200	\$92,200	0.0%	\$0
Marina & Seaside SRTS Grant	\$15,710	\$6,670	\$0	\$0	-57.5%	-\$9,040
Rail Network Integration Study	\$0	\$75,000	\$25,000	\$0		\$75,000
Regional Conservation Investment Strategy	\$0	\$46,644	\$9,470	\$0		\$46,644
<b>SUB TOTAL STATE GRANTS</b>	<b>\$1,669,395</b>	<b>\$1,784,999</b>	<b>\$1,646,155</b>	<b>\$1,611,685</b>	<b>6.9%</b>	<b>\$115,604</b>
<b><u>LOCAL PLANNING CONTRIBUTIONS</u></b>						
Regional Transportation Planning Assessment	\$243,076	\$243,076	\$243,076	\$243,076	0.0%	\$0
Impact Fee - Program Administration	\$10,000	\$10,000	\$10,000	\$10,000	0.0%	\$0
Sales Tax Authority Administration Fees	\$200,000	\$200,000	\$200,000	\$200,000	0.0%	\$0
Measure X Projects/Programs	\$400,000	\$500,000	\$500,000	\$500,000	25.0%	\$100,000
Regional Cons. Investment Strategy- Measure X match	\$0	\$6,043	\$1,227	\$0		\$6,043
<b>SUB TOTAL LOCAL FUNDS</b>	<b>\$853,076</b>	<b>\$959,119</b>	<b>\$954,303</b>	<b>\$953,076</b>	<b>12.4%</b>	<b>\$106,043</b>
<b><u>OTHER CONTRIBUTIONS</u></b>						
FSP- Staff Support	\$40,000	\$40,000	\$40,000	\$40,000	0.0%	\$0
SAFE- Staff Support	\$40,000	\$40,000	\$40,000	\$40,000	0.0%	\$0
SAFE- Go831 Staff Support	\$100,000	\$200,000	\$200,000	\$200,000	100.0%	\$100,000
Rail-Rail Extension to Sailinas-Staff Support	\$150,000	\$200,000	\$200,000	\$200,000	33.3%	\$50,000
Rail-Monterey Branch Line /Leases Staff Support	\$70,000	\$160,000	\$160,000	\$160,000	128.6%	\$90,000
<b>SUB TOTAL STAFF SUPPORT</b>	<b>\$400,000</b>	<b>\$640,000</b>	<b>\$640,000</b>	<b>\$640,000</b>	<b>60.0%</b>	<b>\$240,000</b>
<b>Sub Total Operating Revenue</b>	<b>\$3,041,306</b>	<b>\$3,424,118</b>	<b>\$3,280,458</b>	<b>\$3,224,761</b>	<b>12.6%</b>	<b>\$382,812</b>
Undesig. Contingency Res. Surplus/ (Usage)-Oper.	(\$155,037)	(\$32,780)	(\$232,880)	(\$341,315)	-78.9%	\$122,257
<b>TOTAL OPERATING REVENUE</b>	<b>\$3,196,343</b>	<b>\$3,456,898</b>	<b>\$3,543,328</b>	<b>\$3,566,076</b>	<b>8.2%</b>	<b>\$260,555</b>

**TAMC- OPERATING REVENUE CHANGES FY 2019-2020  
FROM FY 2018-2019 APPROVED BUDGET**

<u>Operating Revenue</u>	FY 18-19 APPROVED BUDGET	FY 19-20 PROPOSED BUDGET	FY 19/20 BUDGET vs FY 18-19	
			\$ CHANGE	% CHNG
<b>1</b> <u>FEDERAL PLANNING GRANTS</u>	\$118,835	\$40,000	-\$78,835	-66.3%
SR156 West Proj. Mgmt. -EARMARK	\$50,000	\$40,000	-\$10,000	-20.0%
Pajaro to Prunedale Corridor Study	\$38,335	\$0	-\$38,335	-100.0%
SR 218 Corridor Improvement Plan	\$30,500	\$0	-\$30,500	-100.0%
<b>2</b> <u>STATE PLANNING GRANTS</u>	\$1,669,395	\$1,784,999	\$115,604	6.9%
Planning & Programming -PPM	\$231,000	\$234,000	\$3,000	1.3%
Marina & Seaside SRTS Grant	\$15,710	\$6,670	-\$9,040	-57.5%
Rail Network Integration Study	\$0	\$75,000	\$75,000	
Regional Conservation Investment Strategy	\$0	\$46,644	\$46,644	
<b>3</b> <u>LOCAL PLANNING FUNDS</u>	\$853,076	\$959,119	\$106,043	12.4%
Regional Cons. Investment Strategy- Measure X match	\$0	\$6,043	\$6,043	
Measure X Projects/Programs	\$400,000	\$500,000	\$100,000	25.0%
<b>4</b> <u>OTHER CONTRIBUTIONS</u>	\$400,000	\$640,000	\$240,000	60.0%
SAFE- Go831 Staff Support	\$100,000	\$200,000	\$100,000	100.0%
Rail-Rail Extension to Sailnas-Staff Support	\$150,000	\$200,000	\$50,000	33.3%
Rail-Monterey Branch Line /Leases Staff Support	\$70,000	\$160,000	\$90,000	128.6%
<b>5</b> <u>UNDESIGNATED CONTINGENCY SURPLUS/ ( USAGE )</u>	(\$155,037)	(\$32,780)	\$122,257	-78.9%
<b>OPERATING REVENUE TOTAL</b>	<b>\$3,196,343</b>	<b>\$3,456,898</b>	<b>\$260,555</b>	<b>8.2%</b>

**TAMC-3 YEAR BUDGET JULY 1, 2019 - JUNE 30, 2022**

**OPERATING EXPENSES**

SOURCE OF REVENUE/EXPENDITURE	FY PLAN	FUTURE 3 YR BUDGET			% CHANGE	\$ CHANGE
	FY 18/19 Approved	FY 19/20 Estimated	FY 20/21 Estimated	FY 21/22 Estimated	FY 19/20 BUDGET vs FY 18-19 APPROVED	FY 19/20 BUDGET vs FY 18-19 APPROVED
<b><u>OPERATING EXPENSES</u></b>						
Salaries	\$1,841,757	\$2,001,587	\$2,033,928	\$2,066,244	8.7%	\$159,830
Fringe Benefits	\$832,013	\$911,041	\$941,846	\$948,878	9.5%	\$79,028
Material and Services	\$512,573	\$534,270	\$527,563	\$540,955	4.2%	\$21,697
Depreciation/ Amortization	\$10,000	\$10,000	\$10,000	\$10,000	0.0%	\$0
<b>TOTAL OPERATING EXPENSES</b>	<b>\$3,196,343</b>	<b>\$3,456,898</b>	<b>\$3,513,338</b>	<b>\$3,566,076</b>	<b>8.2%</b>	<b>\$260,555</b>

**TAMC-3 YEAR BUDGET JULY 1, 2019 - JUNE 30, 2022**

**CAPITAL OUTLAY**

<b><u>CAPITAL OUTLAY</u></b>		<b>FY PLAN</b>	<b>FUTURE 3 YR BUDGET</b>			<b>% CHANGE</b>	<b>\$ CHANGE</b>
		<b>FY 18/19 Approved</b>	<b>FY 19/20 Estimated</b>	<b>FY 20/21 Estimated</b>	<b>FY 21/22 Estimated</b>	<b>FY 19/20 BUDGET vs FY 18-19 APPROVED</b>	<b>FY 19/20 BUDGET vs FY 18-19 APPROVED</b>
Equipment Replacements		\$10,000	\$10,000	\$10,000	\$10,000	0.0%	\$0
Vehicle Replacement		\$0	\$0	\$0	\$0		\$0
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>0.0%</b>	<b>\$0</b>

CURRENT CAPITAL EQUIPMENT      \$    114,586  
 RESERVE BALANCE                      6/30/2018

**TAMC- OPERATING EXPENSE CHANGES  
FY 19-20 BUDGET vs FY 18-19 APPROVED**

<u>Operating Expenses</u>	FY 18-19 APPROVED BUDGET	FY 19-20 PROPOSED BUDGET	FY 19/20 BUDGET vs FY 18-19	
			\$ CHANGE	% CHNG
<b>1 Salaries Changes</b>	<b>\$1,841,757</b>	<b>\$2,001,587</b>	<b>\$159,830</b>	<b>8.7%</b>
Cost of Living Adjustments @ 3.00%			\$53,418	
Step increases/Promotions			\$38,073	
Part - Time Engineer Reduction			-\$77,250	
Overlap Planner Reduction			-\$12,723	
Hire full time Planner			\$80,157	
Hire half time Annuitant			\$78,155	
<b>2 Fringe Benefit Changes</b>	<b>\$832,013</b>	<b>\$911,041</b>	<b>\$79,028</b>	<b>9.5%</b>
PERS retirement contribution			\$17,413	
PERS unfunded liability contribution			\$9,018	
Healthcare			\$32,205	
Other Fringes			\$12,762	
Annuitant (Social Security & Medicare benefits )			\$7,630	
<b>3 Materials and Services Changes</b>	<b>\$512,573</b>	<b>\$534,270</b>	<b>\$21,697</b>	<b>4.2%</b>
Accounting Service OPEB & Others			\$10,000	
Rent			\$3,197	
Staff Dev. & Travel			\$7,000	
Payroll Services/Tsheets			\$1,500	
<b>4 Depreciation/Amortization Changes</b>	<b>\$ 10,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>0.0%</b>
<b>OPERATING EXPENSE TOTAL</b>	<b>\$ 3,196,343</b>	<b>\$ 3,456,898</b>	<b>\$ 260,555</b>	<b>8.2%</b>

TAMC-3 YEAR BUDGET JULY 1, 2019 - JUNE 30, 2022									
Direct Program Revenue- Summary									
WE	Direct Program Description	Revenue Source	FY PLAN	FUTURE 3 YR BUDGET				FY 19/20 BUDGET	
				FY 18/19	FY 19/20	FY 20/21	FY 21/22	vs FY 18-19	
			Approved	Estimated	Estimated	Estimated	Estimated	\$ CHANGE	% CHNG
0000	Caltrans audit repayment ( fy 15-16 thru fy 24-25)	Local	Oper Resv	\$82,186	\$82,186	\$82,186	\$82,186	\$0	0%
1000	Leadership Training	State	RPA	\$25,000	\$25,000	\$25,000	\$25,000	\$0	0%
1020	Triennial Audit	Local	Oper Resv	\$0	\$40,000	\$0	\$0	\$40,000	
1122	Legislative Advocates	Local	Oper Resv	\$36,000	\$40,000	\$40,000	\$40,000	\$4,000	11%
1130	Public Outreach Program	Local	Oper Resv	\$70,000	\$81,000	\$81,000	\$81,000	\$11,000	16%
1770	Freeway Service Patrol	State	FSP	\$200,000	\$200,000	\$200,000	\$200,000	\$0	0%
1770	FSP-SAFE Match ( 25% FSP Grant )	State	FSP	\$50,000	\$50,000	\$50,000	\$50,000	\$0	0%
1770	FSP- Staff Support	State	FSP	(\$40,000)	(\$40,000)	(\$40,000)	(\$40,000)	\$0	0%
1770	FSP-Reserve Surplus/(Usage)	State	FSP	\$0	\$0	\$0	\$0	\$0	
1770	Freeway Service Patrol-SB1	State	FSP	\$198,427	\$198,427	\$198,427	\$198,427	\$0	0%
1770	FSP-SAFE Match ( 25% FSP Grant )-SB1	State	FSP	\$49,606	\$49,606	\$49,606	\$49,606	\$0	0%
1770	FSP-Reserve Surplus/(Usage)-SB1	State	FSP	\$38,290	\$38,290	\$38,290	\$38,290	\$0	0%
1780	SAFE - FSP Match	State	SAFE	(\$50,000)	(\$50,000)	(\$50,000)	(\$50,000)	\$0	0%
1780	SAFE - FSP Match-SB1	State	SAFE	(\$49,606)	(\$49,606)	(\$49,606)	(\$49,606)	\$0	0%
1780	SAFE	State	SAFE	\$340,000	\$340,000	\$340,000	\$340,000	\$0	0%
1780	SAFE- Staff Support	State	SAFE	(\$40,000)	(\$40,000)	(\$40,000)	(\$40,000)	\$0	0%
1790	SAFE- Go831 Staff Support	State	SAFE	(\$100,000)	(\$200,000)	(\$200,000)	(\$200,000)	-\$100,000	100%
1780	SAFE- Reserve Surplus/(Usage)	reserve	SAFE	(\$89,063)	(\$210,813)	(\$210,813)	(\$210,813)	-\$121,750	137%
2310	Traffic Counts	RSTP	RSTP	\$27,040	\$30,000	\$30,000	\$30,000	\$2,960	11%
6148	Tri County Bike Week Campaign	Local	TDA	\$27,500	\$27,500	\$27,500	\$27,500	\$0	0%
6220	RTP/EIR update shared	State	RPA	\$0	\$0	\$0	\$33,000	\$0	
6500	Project Development & Grant Implementation	Local	Oper Resv	\$50,000	\$50,000	\$50,000	\$50,000	\$0	0%
6550	Complete Streets Project Implementation	RSTP	RSTP	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0%
6550	Complete Streets Project Implementation-Way Finding	State	LPP	\$0	\$130,400	\$0	\$0	\$130,400	
6550	Complete Streets Project Implementation-Way Finding	RSTP	RSTP	\$0	\$60,000	\$0	\$0	\$60,000	
6550	Complete Streets Project Implementation-Way Finding	Local	Oper Resv	\$0	\$289,600	\$0	\$0	\$289,600	
6726	Pajaro to Prunedale Corridor Study	Federal	Federal	\$121,465	\$0	\$0	\$0	-\$121,465	-100%
6727	SR 218 Corridor Improvement Plan	Federal	Federal	\$66,900	\$0	\$0	\$0	-\$66,900	-100%
6728	Marina & Seaside SRTS Grant	State	State	\$244,404	\$64,284	\$0	\$0	-\$180,120	-74%
6728	Marina & Seaside SRTS Grant	Local	Measure X	\$32,469	\$10,484	\$0	\$0	-\$21,985	-68%
6740	Regional Conservation Investment Strategy	State	LPP	\$0	\$160,887	\$27,179	\$0	\$160,887	
6740	Regional Cons. Investment Strategy- Measure X match	Local	Measure X	\$0	\$20,845	\$3,521	\$0	\$20,845	
6803	Rail-Rail Extension to Salinas- ( STIP )	State	State	\$6,000,000	\$200,000	\$83,000	\$0	-\$5,800,000	-97%
6803	Rail-Rail Extension to Salinas- ( STIP )	State	State	\$0	\$0	\$117,000	\$5,500,000	\$0	
6803	Rail-Rail Extension to Salinas- ( TIRCP )	State	State	\$0	\$0	\$0	\$1,500,000	\$0	
6803	Rail-Rail Extension to Salinas- ( TCRP 14 )	State	State	\$3,727,016	\$1,614,231	\$0	\$0	-\$2,112,785	-57%
6803	Rail-Rail Ext. to Salinas- ( Prop. 116 Rail Bonds )	State	State	\$2,819,001	\$2,098,836	\$0	\$0	-\$720,165	-26%
6803	Rail-Rail Extension to Salinas-( RSTP)	State	RSTP	\$0	\$0	\$0	\$0	\$0	
6803	Rail-Rail Extension to Salinas-TCRP 7.3+GILROY	State	State	\$4,683,710	\$13,234,106	\$0	\$0	\$8,550,396	183%
6803	Rail-Rail Extension to Salinas-Staff Support	State	State	(\$150,000)	(\$200,000)	(\$200,000)	(\$200,000)	-\$50,000	33%
6804	Rail-Leases ROW	Local	Leases	\$210,000	\$210,000	\$210,000	\$210,000	\$0	0%
6804	Rail-Leases ROW-Staff Support	Local	Leases	(\$70,000)	(\$160,000)	(\$160,000)	(\$160,000)	-\$90,000	129%
6804	Rail-Leases ROW-Reserve Surplus/(Usage)	Local	Leases	\$118,000	(\$17,000)	\$25,000	\$25,000	-\$135,000	-114%
6807	Rail Leases-Salinas	Local	Leases	\$0	\$15,000	\$15,000	\$15,000	\$15,000	
6809	Rail Network Integration Study	State	TIRCP	\$0	\$200,000	\$100,000	\$0	\$200,000	
8010	Public Outreach Program	Local	Measure X	\$0	\$9,000	\$9,000	\$9,000	\$9,000	
8010	Measure X - Materials & Services	Local	Local	\$10,000	\$10,000	\$10,000	\$10,000	\$0	0%
	<b>Total Direct Program Revenue</b>			<b>\$18,533,891</b>	<b>\$19,024,309</b>	<b>\$1,486,336</b>	<b>\$7,888,636</b>	<b>\$487,418</b>	<b>2.6%</b>

**TAMC-3 YEAR BUDGET JULY 1, 2019 - JUNE 30, 2022**

**Direct Program Expenses-Summary**

WE	Direct Program Description	FY PLAN	FUTURE 3 YR BUDGET				FY 19/20 BUDGET	
		FY 18/19	FY 19/20	FY 20/21	FY 21/22	vs FY 18-19		
		Approved	Estimated	Estimated	Estimated	\$ CHANGE	% CHNG	
0000	Caltrans audit repayment ( fy 15-16 thru fy 24-25)	\$82,186	\$82,186	\$82,186	\$82,186	\$0	0%	
1000	Leadership Training	\$25,000	\$25,000	\$25,000	\$25,000	\$0	0%	
1020	Triennial Audit	\$0	\$40,000	\$0	\$0	\$40,000		
1122	Legislative Advocates	\$36,000	\$40,000	\$40,000	\$40,000	\$4,000	11%	
1130	Public Outreach Program	\$70,000	\$81,000	\$81,000	\$81,000	\$11,000	16%	
1770	Freeway Service Patrol- Towing Contracts	\$210,000	\$210,000	\$210,000	\$210,000	\$0	0%	
1770	Freeway Service Patrol- Towing Contracts -SB1	\$209,743	\$209,743	\$209,743	\$209,743	\$0	0%	
1780	SAFE - Call Box contract costs	\$105,250	\$125,000	\$125,000	\$125,000	\$19,750	19%	
1780	SAFE - ADA Compliance	\$42,207	\$42,207	\$42,207	\$42,207	\$0	0%	
1790	SAFE - Go831 TIPS Marketing & Branding	\$0	\$0	\$0	\$0	\$0		
1790	SAFE- Go831-Mrktg & Printing Material	\$10,000	\$12,000	\$12,000	\$12,000	\$2,000	20%	
1790	SAFE- Go831-Emergency Ride Home	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0%	
1790	SAFE- Software/App. (TDM Platform )	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0%	
2310	Traffic Counts	\$27,040	\$30,000	\$30,000	\$30,000	\$2,960	11%	
6148	Tri County Bike Week Campaign/Ciclovía etc	\$27,500	\$27,500	\$27,500	\$27,500	\$0	0%	
6220	RTP/EIR update shared	\$0	\$0	\$0	\$33,000	\$0		
6500	Project Development & Grant Implementation	\$50,000	\$50,000	\$50,000	\$50,000	\$0	0%	
6550	Complete Streets Project Implementation	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0%	
6550	Complete Streets Project Implementation-Way Finding	\$0	\$480,000	\$0	\$0	\$480,000		
6726	Pajaro to Prunedale Corridor Study	\$121,465	\$0	\$0	\$0	-\$121,465	-100%	
6727	SR 218 Corridor Improvement Plan	\$66,900	\$0	\$0	\$0	-\$66,900	-100%	
6728	Marina & Seaside SRTS Grant	\$276,873	\$74,768	\$0	\$0	-\$202,105	-73%	
6740	Regional Conservation Investment Strategy	\$0	\$181,732	\$30,700	\$0	\$181,732		
6803	Rail-Rail Extension to Salinas	\$17,079,727	\$16,947,173	\$0	\$6,800,000	-\$132,554	-1%	
6804	Rail-Leases ROW-MBL Property Maint.	\$5,000	\$50,000	\$15,000	\$15,000	\$45,000	900%	
6805	Rail-Leases ROW- FORA Annual Dues	\$7,000	\$7,000	\$0	\$0	\$0	0%	
6805	Rail-Leases ROW- FORA Property Maint.	\$10,000	\$10,000	\$10,000	\$10,000	\$0	0%	
6805	Rail-Leases ROW- Haz Mat & Structural Engg	\$0	\$0	\$0	\$0	\$0		
6807	Rail Leases-Salinas	\$0	\$15,000	\$15,000	\$15,000	\$15,000		
6809	Rail Network Integration Study	\$0	\$200,000	\$100,000	\$0	\$200,000		
8010	Public Outreach Program	\$0	\$9,000	\$9,000	\$9,000	\$9,000		
8010	Measure X - Material & Services	\$10,000	\$10,000	\$10,000	\$10,000	\$0	0%	
	<b>TOTAL Direct Program Expenses</b>	<b>\$18,533,891</b>	<b>\$19,021,309</b>	<b>\$17,888,636</b>	<b>\$17,888,636</b>	<b>\$487,418</b>	<b>2.6%</b>	

**TAMC- DIRECT PROGRAM EXPENSE CHANGES  
FY 19-20 BUDGET vs FY 18-19 APPROVED**

<u>Direct Program Expense Changes</u>				FY 19/20 BUDGET vs FY 18-19	
WE		Project	Reason for Change	\$ CHANGE	% CHNG
1020	Other	Triennial Audit	Audit required every 3 years	\$40,000	
1122	Other	Legislative Advocates	Increase in contract	\$4,000	11%
1130	Other	Public Outreach Program	Annual report/ Postage increased	\$11,000	16%
1780	SAFE	SAFE - Call Box contract costs	New contract & removal /addition	\$19,750	19%
1790	SAFE	SAFE- Go831-Mrktg & Printing Material	Marketing and Printing material	\$2,000	20%
2310	Other	Traffic Counts	Increase in contract	\$2,960	11%
6550	Other	Complete Streets Project Implementation-Way Finding	New activity	\$480,000	
6726	Other	Pajaro to Prunedale Corridor Study	Study completed	-\$121,465	-100%
6727	Other	SR 218 Corridor Improvement Plan	Study completed	-\$66,900	-100%
6728	Other	Marina & Seaside SRTS Grant	Grant almost finished	-\$202,105	-73%
6740	Other	Regional Conservation Investment Strategy	New Grant	\$181,732	
6803	Rail	Rail-Rail Extension to Salinas	Revised project schedule	-\$132,554	-1%
6804	Rail	Rail-Leases ROW-MBL Property Maint.	Property Maintenance	\$45,000	900%
6807	Rail	Rail-Leases Salinas	Security & Maintenance	\$15,000	
6809	Rail	Rail Network Integration Study	New Grant	\$200,000	
8010	Other	Public Outreach Program	Annual report share for Measure X	\$9,000	
<b>TOTAL DIRECT PROGRAM EXPENSE CHANGES</b>				<b>\$487,418</b>	<b>2.6%</b>

**TAMC- STAFF POSITION LIST  
FISCAL YEAR 2019-2020**

	FY 2018-2019 AUTHORIZED	FY 2019-2020 PROPOSED	CHANGE
<b><u>Management</u></b>			
Executive Director	1	1	0.0
Deputy Executive Director	1	1	0.0
Director of Finance & Administration	1	1	0.0
<b><u>Planning</u></b>			
Transportation Planners	6	7	1.0
Retired Annuitant	0	0.5	0.5
<b><u>Engineering</u></b>			
Transportation Engineers	2.5	2	-0.5
<b><u>Support</u></b>			
Finance Officer/Analyst	1	1	0.0
Sr.Administrative Assistant	1	1	0.0
Administrative Assistant	1.5	1.5	0.0
<b>Sub-total Regular Full-Time</b>	<b>15</b>	<b>16</b>	<b>1.0</b>
<b><u>Support</u></b>			
Student Intern (Full Time Equivalent)	1	1	0.0
<b>Sub-total Part-Time</b>	<b>1</b>	<b>1</b>	<b>0.0</b>
<b>TAMC TOTAL</b>	<b>16</b>	<b>17</b>	<b>1</b>

**Transportation Agency for Monterey County  
FY 2019-2020 Overall Work Program Summary - Funding & Activities**

CODE	Work Element	Operating Expenditures	Direct Expenditures	Total Expenditures	Activities
1000	Statewide Leadership Training	\$ -	\$ 25,000	\$ 25,000	Provide administrative support for Rural Planning Assistance funded grant for staff from various rural Regional Transportation Planning Agencies to attend leadership training opportunities.
1010	Budget, Work Program	\$ 92,217	\$ -	\$ 92,217	Prepare billing and quarterly reports, develop and monitor Work Program and budget, oversee agency funding and activities
1020	Local Transportation Fund (LTF) Administration	\$ 29,259	\$ 40,000	\$ 69,259	Conduct unmet needs process, allocate and manage Local Transportation Funds, conduct tri-annual audit
1120	Plans Coordination & Interagency Liaison	\$ 202,988	\$ -	\$ 202,988	Coordinate with partner and member agencies on short- and long-range transportation plans; conduct legislative monitoring
1122	Legislative Advocacy	\$ 51,589	\$ 40,000	\$ 91,589	Prepare legislative program; propose law changes as appropriate; support or oppose legislation or policies
1130	Public Involvement/ Education	\$ 298,817	\$ 81,000	\$ 379,817	Issue news releases, conduct public meetings, update website, annual report and awards program.
1770	Freeway Service Patrol (FSP)	\$ 70,073	\$ 419,743	\$ 489,816	Emergency tow truck services
1780	Service Authority for Freeway Emergencies (SAFE) Monterey County	\$ 69,601	\$ 167,207	\$ 236,808	Call-box and motorist aid program
1790	Go831 Traveler Information Programs	\$ 430,526	\$ 44,000	\$ 474,526	Traveler information programs such as ridesharing services, notices for construction related closures, and other activities that educate and improve mobility for Monterey County travelers
2310	Data Collect, Uniformity	\$ 9,002	\$ 30,000	\$ 39,002	Collect traffic data for regional model and planning uses
2510	Regional Transportation Model	\$ 9,002	\$ -	\$ 9,002	Participate in regional model task force, coordinate information retrieval with member agencies, review and provide input on model usage and updates
4110	Environmental Document Review	\$ 63,306	\$ -	\$ 63,306	Review development proposals for transportation impacts, propose mitigation measures such as Complete Street features

**Transportation Agency for Monterey County  
FY 2019-2020 Overall Work Program Summary - Funding & Activities**

CODE	Work Element	Operating Expenditures	Direct Expenditures	Total Expenditures	Activities
6140	Bicycle/Pedestrian Planning	\$ 30,857	\$ -	\$ 30,857	Hold bike committee meetings, review projects for consistency with the Regional Transportation Plan
6148	Active Transportation Education Campaign	\$ 13,515	\$ 27,500	\$ 41,015	Conduct public outreach and education for active transportation during Bike Week and throughout the year
6220	Regional Transportation Plan	\$ 26,953	\$ -	\$ 26,953	Engage with cities and the County when they are developing circulation elements and other transportation related planning efforts. Coordinate with AMBAG, Caltrans and other regional agencies for future Regional Transportation Plan updates
6262	Regional Impact Fee - project programming, admin	\$ 43,801	\$ -	\$ 43,801	Collect fees and allocate funds to fee program projects.
6410	Regional Transportation Improvement Program (RTIP) - Programming	\$ 101,168	\$ -	\$ 101,168	Coordinate with Caltrans and other regional agencies on project programming.
6500	Project Development and Grant Implementation	\$ 157,060	\$ 50,000	\$ 207,060	Participate in environmental review, right-of-way acquisition, engineering; apply for fund allocations, amendments or extensions, apply for grant funds, monitor fund sources and assist implementing agencies in utilizing funds
6502	SR 156 Corridor Project Development	\$ 81,120	\$ -	\$ 81,120	Work with state and local agencies to continue project development and secure full funding for the SR 156 Corridor. Initiate work on Castroville Boulevard Interchange.
6550	Complete Streets Implementation	\$ 105,731	\$ 510,000	\$ 615,731	Conduct activities related to implementing "Complete Streets" projects. Activities include: purchasing bicycle racks and other security devices as part of the Bicycle Secure Program; design, manufacture and installation of bicycling wayfinding signs, assist local agencies in incorporating Complete Street features in local road projects, and preliminary engineering for high priority bicycle and pedestrian projects identified in Active Transportation Plan.
6710	Corridor Studies & Regional Roadway Planning	\$ 52,735	\$ -	\$ 52,735	Participate in pre-environmental review corridor planning.
6728	Marina-Seaside Safe Route 2 School	\$ 68,240	\$ 74,768	\$ 143,008	Conduct school safety evaluations and educational programs at schools in Marina and Seaside.

**Transportation Agency for Monterey County  
FY 2019-2020 Overall Work Program Summary - Funding & Activities**

CODE	Work Element	Operating Expenditures	Direct Expenditures	Total Expenditures	Activities
6740	Resource Conservation Investment Strategy	\$ 84,939	\$ 181,732	\$ 266,671	Assess the vulnerability of species and habitat to climate change related stressors; develop conservation strategies to improve resiliency from the identified stressors; and define a framework to finance the implementation of these conservation strategies as compensatory mitigation from new transportation improvements.
6800	Rail Planning/Corridor Studies	\$ 41,600	\$ -	\$ 41,600	Staff TAMC Rail Policy Committee, Participate in Coast Rail Coordinating Council meetings, and freight facility planning
6803	Passenger Rail Extension to Monterey County	\$ 287,797	\$ 16,947,173	\$ 17,234,970	Prepare engineering for stations, layover facility, track improve.; acquire rights-of-way for stations, platforms and layover facility
6804	Monterey Branch Line Railroad Leases	\$ 29,901	\$ 50,000	\$ 79,901	Conduct maintenance and operational activities related to real property owned by TAMC; including negotiating new leases or easements for compatible uses
6805	Railroad Fort Ord property planning	\$ 198,863	\$ 17,000	\$ 215,863	Plan for mixed use facility on TAMC land on former Fort Ord base
6807	Salinas Rail Leases	\$ 4,256	\$ 15,000	\$ 19,256	Conduct activities related to real property owned by TAMC at the Salinas station and future train layover facility.
6809	Rail Network Integration Study	\$ 80,870	\$ 200,000	\$ 280,870	Lay the groundwork for implementing the State Rail Plan in the Monterey Bay Area
7000	Measure X Projects and Programs	\$ 518,905	\$ -	\$ 518,905	Implementation of projects and programs in Measure X
8000	Measure X Administration	\$ 202,207	\$ 19,000	\$ 221,207	Administer Measure X implementation and operation
0000	Caltrans Repayment		\$ 82,186	\$ 82,186	Caltrans audit repayment ( fy 15-16 thru fy 24-25)
Totals:		\$ 3,456,897	\$ 19,021,308	\$ 22,478,206	



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

***Memorandum***

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant  
**Meeting Date:** February 27, 2019  
**Subject:** **Reports from Transportation Providers**

**RECOMMENDED ACTION:**

**RECEIVE** reports from Transportation Providers:

- Caltrans Director's Report and Project Update - Gubbins
- Monterey Peninsula Airport - Sabo
- Monterey-Salinas Transit - Sedoryk
- Monterey Bay Air Resources District - Stedman

**ATTACHMENTS:**

- ▣ Caltrans Director Report
- ▣ Caltrans Project Update



**BEFORE**



**AFTER**

**Southbound US 101 in Buellton  
Santa Barbara County**

# Caltrans District 5



**District Director  
Timothy Gubbins**

*Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability.*

WINTER 2019

## District Director's Report

*A quarterly publication for our transportation partners*

### Fix-it-First

In 2018, Caltrans completed more than 50 projects and began work on another 500 statewide—all funded through Senate Bill 1, the Road Repair and Accountability Act of 2017, and the State Highway Operation and Protection Program.

In District 5, these projects included:

- US 101 – 5.2 miles of repairs, shoulder pavement and striping, Santa Barbara County, \$4.4 million
- US 101 – 4.5 miles of pavement, San Benito County, \$1.4 million
- US 101, revamp two bridges, Santa Barbara County, \$1.2 million
- Highway 41 – 9.32 miles of pavement preservation, San Luis Obispo County, \$4.8 million
- US 101 – 16.2 miles of pavement, San Luis Obispo County, \$9.1 million
- US 101 – 367 miles of striping, Santa Barbara and San Luis Obispo counties, \$4.9 million
- US 101 – 379 miles of striping, San Luis Obispo and Monterey counties, \$5.2 million
- US 101 – 281 miles of striping, Monterey and San Benito counties, \$4.4 million

SB 1 invests \$5.4 billion annually to fix the state's transportation system. More information: <http://rebuildingca.ca.gov/>



### District 5 Kicks Off Active Transportation Plan

Caltrans is developing active transportation plans in all 12 Districts statewide. Its consultant, Toole Design Group, will create and implement a route prioritization—emphasizing social equity—to identify bicycle and pedestrian network gaps, performance metrics and improvements. District 5 will work with multiple stakeholders and the public to identify needs and develop active transportation solutions on, across, and parallel to, the state highway system. The District plan will establish a vision with local partners for a safe network supporting

healthy communities for all users, especially in disadvantaged areas. Main goals for the plan include safety improvements, developing long-term strategies for multimodal options, better connectivity and accessibility, exploring shared mobility systems for short trips, identifying needs unique to rural and main street corridors, coordinating with trail networks, and maintaining long-term active transportation facilities. The District will roll out the major planning effort in early spring 2019. For more information, contact Terri Persons, District 5 Active Transportation Coordinator at [terri.person@dot.ca.gov](mailto:terri.person@dot.ca.gov)

### Asset Management Coming

District 5 is engaging local partners in asset management implementation. The District's strategies are based on the Caltrans 2018 California Transportation Asset Management Plan developed in partnership statewide. Nearly \$2.7 billion in SB 1 funding is expected to be available statewide through 2027 to address pavement, culverts and transportation management systems as well as office buildings, roadside rest facilities and weigh stations.

Asset management calls for investing in highway infrastructure based on total life-cycle costs from design to long-term upkeep. It also stresses the *fix-it-first* approach using preventive maintenance to improve or preserve existing assets and not expand highway capacity. More information: [http://www.dot.ca.gov/assetmgmt/documents/TAMP\\_Final\\_03\\_30\\_18.pdf](http://www.dot.ca.gov/assetmgmt/documents/TAMP_Final_03_30_18.pdf)



# SLOW FOR THE CONE ZONE

CALTRANS

## Innovating Safety

District 5 is now using automated flagging assistance devices for temporary traffic control with high visibility signal heads. Just one person is needed to operate the hand-held remote control while standing well beyond the roadway and moving traffic. These devices are used in the daytime for short-term lane or road closures for bridge maintenance, haul road crossing, and guardrail and pavement repairs. They do not replace the need for trained flaggers and should only be used in locations where just one lane of approaching traffic needs control, according to the Federal Highway Administration. This equipment furthers Caltrans' high safety goal toward zero worker and user fatalities in all travel modes. More information: <https://ops.fhwa.dot.gov/publications/fhwahop17042/fhwahop17042.pdf> & [http://www.dot.ca.gov/perf/library/pdf/Caltrans\\_Strategic\\_Mgmt\\_Plan\\_033015.pdf](http://www.dot.ca.gov/perf/library/pdf/Caltrans_Strategic_Mgmt_Plan_033015.pdf)

TOWARD ZERO DEATHS	
CALTRANS SAFETY & HEALTH OBJECTIVES	TARGETS
Zero worker fatalities	Zero work zone-related worker fatalities every year
Reduce user fatalities and injuries by adopting a <b>Toward Zero Deaths</b> practice	Maintain 0.5 or less fatalities per 100 million vehicle miles traveled on the state highway system every year
Promote health through active transportation and reduced pollution in communities	10 percent reduction in number of fatalities every year for each mode: vehicle, transit, pedestrian and bicycle



## State Rail Plan Serves Central Coast

The Caltrans 2018 California State Rail Plan sets a long-term vision for prioritizing state investment in an efficient, effective passenger and freight rail system consistent with the California Transportation Plan 2040. The plan's regional goals support:

- Running two daily intercity trains connecting the San Francisco Bay Area to Salinas via San Jose plus new stations in Pajaro, Watsonville and Castroville.
- Adding local stops along the coastal route in Soledad and King City.
- Enhancing rail connections to Gilroy.
- Providing express bus service to:
  - San Jose, Salinas, San Luis Obispo and Santa Barbara.
  - Central Valley to Paso Robles.
  - Hollister, Monterey and Santa Cruz to the statewide rail network.

More information:

[http://www.dot.ca.gov/californiarail/docs/CSRP\\_Final\\_rev121818.pdf](http://www.dot.ca.gov/californiarail/docs/CSRP_Final_rev121818.pdf)



Sea level rise, Highway 1 in San Luis Obispo County

## D5 Climate Change Vulnerability Assessment

District 5 recently kicked off its first climate change vulnerability assessment. The study will identify specific locations for likely impacts of rising sea levels, increasing storm and wildfires, coastal erosion, changing precipitation patterns and higher temperatures. The report will feature a GIS database with online interactive mapping for public use. Caltrans will evaluate other modal vulnerabilities with local partners. Agency partners include: California Department of Water Resources, California Energy Commission, California Geological Survey, Federal Emergency Management Agency, UC-Berkeley, UC-Davis and the U.S. Army Corps of Engineers. Caltrans is producing assessments for each District. District 5's report is scheduled for completion in fall 2019. <http://www.dot.ca.gov/transplanning/ocp/vulnerability-assessment.html>



Landslide, Highway 154 in Santa Barbara County



Thomas Fire, Highway 192 in Santa Barbara County



## Caltrans Funds Multimodal Plans

### Downtown Multimodal Streetscape Plan

The City of Santa Maria recently completed its downtown multimodal plan. The \$265,590 grant project emphasizes beautification efforts, activities and partnerships to connect the downtown's retail and civic areas to Allan Hancock College, the transit center and surrounding residences. The comprehensive plan also identifies Complete Streets priorities for these locations with recommendations for future funding and implementation.

### Alisal Corridor Complete Streets Plan

The City of Salinas is nearing completion on its corridor plan addressing pedestrian, transit, bicycle and vehicular needs along Alisal Street, a major local arterial. The \$262,782 grant project focuses on improving safety and access for all users with recommendations for parking, infill development opportunities, funding and implementation.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE FEBRUARY 27, 2019 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.	<b>Highway 1 EFA Contract #05A1959</b>  (1H780)	South of Gorda to Lucia  (PM 8.23)	Remove slide at Mud Creek (PM 8.9) & Paul's Slide (PM 21.6)	Spring 2019	\$60 million	SHOPP	Zeke DeLlamas (RS)	John Madonna Construction San Luis Obispo, CA	Mud Creek - \$54 million & Paul's Slide - \$6 million.
2.	<b>Highway 1 Bridges Project</b>  (1H660)	From north of Gorda to Garrapata Creek Bridge  (PM 11.7/63.0)	Bridge joint/seal and overlay	Summer 2018 - Winter 2018/19	\$2.8 million	SB 1 Maintenance	Kelly McClain (TL)	American Civil Constructors West Coast Inc. Benicia, CA	Construction began June 26, 2018.
3.	<b>Highway 1 Safety Upgrades: Hurricane Point to Rocky Creek Viaduct</b>  (1A000)	South of Bixby Creek Bridge to south of Rocky Creek Bridge  (PM 58.3/59.8)	Shoulder widening, guardrail upgrades, potential retaining wall	Spring 2019	\$5.3 million	SHOPP	Ken Dostalek	Granite Construction Company of Watsonville, CA	Contract awarded on Dec. 7, 2018 and approved on Jan. 9, 2019.
4.	<b>Highway 1 Worker Safety Improvements</b>  (1C990)	Various locations  (PM 72.2 - R81.1)	Roadside safety improvements	Summer 2018 - Winter 2019	\$3.4 million	SHOPP	Carla Yu (PD)	Granite Construction Watsonville, CA	Construction began in July 2018.
5.	<b>Highway 68 Pacific Grove Centerline Rumble Strip</b>  (1G450)	East of Piedmont Avenue to slightly west of the SR 1/68 Junction  (PM 1.6/L4.1)	Centerline rumble strip & open grade asphalt concrete	Summer 2018 - Winter 2018/19	\$2.9 million	SHOPP	Carla Yu (TL)	Granite Construction of Watsonville, CA	Construction began in June and is scheduled to be completed by late mid-February 2019.
6.	<b>Highway 68 Pavement Overlay</b>  (1H3804)	In Monterey from SR 1/68 separation to SPCA Road  (PM 3.9/10.8)	Pavement Overlay with Bonded Wearing Course	Summer 2018 – Summer 2019	\$3.7 million	SB 1 Maintenance	Kelly McClain (TL)	Mercer Fraser Company Eureka, CA	Construction began late June 2018. Project mostly complete with the exception of one mile of asphalt needing replacement—most likely in summer due to warmer temperatures.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE FEBRUARY 27, 2019 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

CONSTRUCTION PROJECTS (Cont'd.)									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
7.	<b>Highway 68 Salinas River Bridge Widening</b>  (0F700)	East of Reservation Road undercrossing to Spreckels Boulevard undercrossing  (PM R17.4/R18.0)	Bridge widening	Spring 2016 - Winter 2018/19	\$18 million	SHOPP	David Rasmussen (TL)	Viking Construction Company Rancho Cordova, CA	If weather holds, construction completion expected by late-February, 2019, weather dependent. Plant establishment to continue for one year after project completion.
8.	<b>US 101 Salinas Rehabilitation</b>  (1C890)	East Market Street overcrossing to just south of Russell/Espinosa Road  (PM 87.31/R91.5)	Roadway rehabilitation	Winter 2018 - Winter 2020/21	\$34 million	SHOPP	Aaron Henkel	Granite Rock Company, Watsonville, CA	In Construction
9.	<b>US 101 King City Combined Projects</b>  (1F75U4)	Near King City from South of Wild Horse Road to Teague Avenue	Pavement Rehabilitation, Seismic Retrofit with widening and median barrier	Winter 2019	\$77.7 million	SHOPP	Aaron Henkel	OHL, USA, Irvine, CA	Contract awaiting approval. (3 previous projects combined into 1F75U: 1F750, 1H620, and 1C960).

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
10.	<b>TMS Detection Repair</b>  (1H990)	Various locations throughout District 5  (SRs 1, 17, 68, 156, 101)  (PM Various)	Replace failed TMS Detection	Summer 2020	\$451,000	SB1 SHOPP	Brandy Rider	PA&ED	Project is in preliminary Design and environmental phase.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE FEBRUARY 27, 2019 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
11.	<b>Highway 1 Replace Culvert Near Limekiln Creek  (0Q500)</b>	Near Lucia south of Limekiln Bridge  (PM 20.4)	Replace culvert and repair erosion	Fall 2021	\$1.5 million	SHOPP	Ken Dostalek	PA&ED	Project Report circulating for final comments/signatures. PA&ED (M200) milestone expected November 15, 2018.
12.	<b>Highway 1 Big Sur CAPM  (1F680)</b>	From Torre Canyon Bridge to Carpenter Street  (PM 39.8/74.6)	Pavement rehabilitation	Spring 2020 – Fall 2021	\$24 million	SB 1 SHOPP	Carla Yu	PA&ED	Project is in Design.
13.	<b>Highway 1 Castro Canyon Bridge Rail Upgrade  (1H490)</b>	At Castro Canyon Bridge  (PM 43.1)	Replace bridge rail	Spring 2022	\$1.6 million	SHOPP	Ken Dostalek	PA&ED	Project to upgrade existing bridge rail. Widening or replacement will also be considered. Environmental studies began July 1, 2018.
14.	<b>Highway 1 Garrapata Creek Bridge Rail Replacement  (1H800)</b>	At Garrapata Creek Bridge  (PM 62.97)	Bridge rail rehabilitation	Fall 2023	\$12 million	SHOPP	Carla Yu	PA&ED	Environmental studies are underway. Project is a “long lead” with a longer than normal environmental study period needed to develop a context sensitive bridge rail with historic structures.
15.	<b>Highway 1 Garrapata Creek Bridge Rehab  (1H460)</b>	At Garrapata Creek Bridge  (PM 63.0)	Electrochemical Chloride Extraction (ECE) of bridge structure	Spring 2023	\$18 million	SHOPP	Carla Yu	PA&ED	Project was accelerated into 2016 SHOPP; environmental studies are under way.
16.	<b>Highway 68 Pacific Grove ADA Pathway  (1H220)</b>	From 17 Mile Drive to Congress Avenue  (PM 0.5/0.8)	Provide accessible pathway	Winter 2022	\$0.75 million	SHOPP	Mike Lew	PA&ED	PA&ED began June 23, 2018.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE FEBRUARY 27, 2019 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
17.	<b>Highway 68 Pacific Grove CAPM</b> (1H000)	From Forest Avenue to the SR 1/68 Junction (PM 1.1/L4.3)	Pavement Preservation	Winter 2022	\$3.1 million	SHOPP	Carla Yu	PA&ED	Environmental studies are underway.
18.	<b>Highway 68 Pacific Grove Shoulder Widening</b> (1C250)	Pacific Grove to Scenic Drive (PM 1.6/L4.0)	Shoulder widening, rumble strips, guardrail	Summer 2019	\$3.6 million	SHOPP	Carla Yu	PS&E/RW	Design is complete. Project is expected to be awarded in February 2019. Construction is scheduled to begin in May 2019.
19.	<b>US 101 Camp Roberts SRRR Infrastructure Upgrade</b> (1H020)	Northbound and southbound at the Camp Roberts Rest Area (PM R2.9/R5.3)	Safety roadside rest area infrastructure upgrade	Winter 2020	\$5 million	SHOPP	Carla Yu	PS&E/RW	Project is in Design.
20.	<b>US 101 San Antonio River Bridge-Seismic Retrofit</b> (1F820)	Near King City at the San Antonio River Bridge (PM R6.7)	Seismic retrofit 2 bridges	Winter 2021	\$11 million	SHOPP	Carla Yu	PA&ED	Design began in fall 2018.
21.	<b>US 101 Paris Valley 2R Rehab</b> (1F740)	Near King City south of Paris Valley Road overcrossing to Rancho undercrossing (PM R28.0/R30.6)	Pavement rehabilitation	Summer 2019 - Winter 2020	\$26.9 million	SHOPP	Aaron Henkel	PS&E	Bids to open in February
23.	<b>US 101 North Soledad OH Deck Replacement</b> (0F970)	North Soledad Bridge (PM 62.1/63.2)	Bridge replacement	Summer 2021	\$6.6 million	SHOPP	Ken Dostalek	PS&E/RW	Design is 95% complete. Project requires multiple agreements with Union Pacific Railroad that may extend the Design phase. Expected to advertise for construction in March 2020.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE FEBRUARY 27, 2019 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
24.	<b>US 101 Monterey-San Benito Co Roadside Safety Improvements (1F900)</b>	In Monterey and San Benito Counties North Gonzales to SCL Line (PM 73.0/96.8)	Roadside safety improvements	Fall 2020 - Spring 2021	\$2.8 million	SHOPP	Brandy Rider	PS&E/RW	PS&E to be contracted out for Design.
25.	<b>US 101 Salinas CAPM (1F700)</b>	North of Gonzales to East Market Street (PM 73.8/87.3)	Pavement preservation	Summer 2019	\$24.1 million	SHOPP	David Silberberger	PS&E/RW	This project is on target to begin construction in May/June 2019.
26.	<b>US 101 Market Street Northbound On-ramp Improvements (1H050)</b>	Near Salinas from East Market Street to South of Sherwood Drive (PM 87.4/87.8)	Roadway and Retaining Wall	Winter 2023	\$4.7 million	SHOPP	David Silberberger	PA&ED	Work on the environmental document began in September 2018. The environmental document is expected to be completed in July 2019.
27.	<b>US 101 Prunedale Rehab (1H690)</b>	Near Prunedale North of Boronda Road overcrossing to Monterey/San Benito County Line (PM R91.5/101.3)	Prunedale Rehab	Winter 2022	\$49 million	SB 1 SHOPP	David Silberberger	PS&E/RW	Work continues on the environmental document which is expected to be completed in September 2019.
28.	<b>Highway 156 Castroville Overhead (0A090)</b>	On SR 156 between the SR 183/156 separation and Castroville Boulevard (PM R1.1/R2.1)	Replace Bridge Railing	Spring 2020	\$4.5 million	SHOPP	David Silberberger	PS&E/RW	Design of the structure continues. Caltrans continues to work with Union Pacific Railroad. Target date for starting construction is in the Summer of 2021.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE FEBRUARY 27, 2019 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
29.	<b>Highway 156 West Corridor</b>  (31600)	Between Castroville and Prunedale  (PM R1.6/T5.2)	Construct new 4-lane divided freeway and new interchanges	Fall 2019 – Fall 2023	\$264 million	STIP Federal Demo	David Silberberger	PA&ED	The overall project cost is \$389 million. The project is divided into 3 segments. The project team will be focusing on delivering Segment 1 (Castroville Boulevard Interchange) through construction. The project team will also continue their efforts on delivering a Supplemental EIR for Segments 2 and 3 relating to tolling.
30.	<b>Highway 218 Seaside ADA</b>  (1H230)	From Del Monte Road to Fremont Boulevard  (PM R0.2/L0.9)	ADA compliant pedestrian access	Spring 2022	\$1 million	SHOPP	Mike Lew	PA&ED	PA&ED began June 23, 2018.

## ACRONYMS USED IN THIS REPORT:

<b>ADA</b>	Americans With Disabilities Act
<b>EIR</b>	Environmental Impact Report
<b>PA&amp;ED</b>	Project Approval and Environmental Document
<b>PS&amp;E</b>	Plans, Specifications, and Estimates
<b>SB</b>	Senate Bill, the Road Repair and Accountability Act of 2017
<b>SCL</b>	Santa Clara County Line
<b>SHOPP</b>	Statewide Highway Operation and Protection Program
<b>SR</b>	State Route
<b>TMS</b>	Traffic Management System
<b>R/W</b>	Right of Way



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

***Memorandum***

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant  
**Meeting Date:** February 27, 2019  
**Subject:** TAMC Draft Minutes of January 23, 2019

**RECOMMENDED ACTION:**

**APPROVE** minutes of the Transportation Agency for Monterey County (TAMC) the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for January 23, 2019.

**ATTACHMENTS:**

- ▢ TAMC Draft Minutes of January 23, 2019

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)**  
**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS**  
**MONTEREY COUNTY REGIONAL DEVELOPMENT IMPACT FEE**  
**JOINT POWERS AGENCY**  
**DRAFT MINUTES OF JANUARY 23, 2019 TAMC BOARD MEETING**  
**HELD AT THE**

Agricultural Center Conference Room  
1428 ABBOTT STREET, SALINAS

<b>TAMC BOARD MEMBERS</b>	<b>FEB 18</b>	<b>MAR 18</b>	<b>APR 18</b>	<b>MAY 18</b>	<b>JUN 18</b>	<b>AUG 18</b>	<b>SEP 18</b>	<b>OCT 18</b>	<b>DEC 18</b>	<b>JAN 19</b>
L. Alejo, Supr. Dist. 1, <b>1st Vice Chair</b> ( <del>L. Gonzales</del> ; J. Gomez)	P(A)	P(A)	P	P(A)	P(A)	P	P(A)	P(A)	P	P
J. Phillips, Supr. Dist. 2, <b>Past Chair</b> (J. Stratton)	P	P	P	P	P	P	P	P	P	P
C. Lopez, Supr. Dist. 3 (P. Barba)	P	P	P	P	P	P	P	P	P	P
J. Parker, Supr. Dist. 4 (W. Askew)	P(A)	P	P(A)	P	P	P(A)	P	P	P(A)	P
M. Adams, Supr. Dist 5 (Y. Anderson)	P(A)	P	P	P	P	P	P	P	P	P
D. Potter, Carmel-by-the-Sea (J. Barrpn)	P	P	P	P	E	E	P	P	P	P
A. Kerr, Del Rey Oaks (P. Llntell)	P	P	P(A)	P	P	P	P	P	P	-
M. Orozco, Gonzales (L. Worthy)	P	P	P	P(A)	P	P	P	P	P	P
A.Untalon, Greenfield (A. Tipton)	P	P	-	P	P	-	P	-	P	P
M. LeBarre, King City (C. DeLeon)	P	P	P	E	P	P	P	E	P	P
B. Delgado, Marina (F. O'Connell)	P(A)	P(A)	P	P(A)	P	-	P	P	P	P
E. Smith, Monterey, <b>2nd Vice Chair</b> (A. Renny)	P	P	P	P	P(A)	P	-	P	P	P
R. Huitt, Pacific Grove, <b>Chair</b> ( <del>N. Smith</del> , D. Gho)	P	P	P	P(A)	P	P	P	P	P	P
S. Davis, Salinas (C.Cromeenes)	P	P	P	P	P	P	P	P	P	P
Leon Gomez, Sand City	E	P	E	P	E	E	-	P(A)	-	-
I. Oglesby, Seaside (D. Pacheco)	P	P	P	P	P	P	P	P	P	P
A. Chavez, Soledad (F. Ledesma)	P	-	-	-	P	-	-	P	P	P
M. Twomey, AMBAG (H. Adamson; <del>B. Patel</del> , <del>S. Vienna</del> )	P	P(A)	P(A)	P	P(A)	P	P	P(A)	P(A)	P(A)
T. Gubbins, Caltrans, Dist. 5 ( <del>A. Loe</del> , <del>O. Monroy Ochoa</del> , J. Olejnik,)	P(A)	P(A)	P(A)	P(A)	P(A)	P	P(A)	P(A)	P(A)	P(A)
R. Stedman, Monterey Bay Air Resources District ( <del>A. Romero</del> , D. Frisbey)	-	P	P	P(A)	P(A)	P(A)	P	-	P	-
B. Sabo, Monterey Peninsula Airport District	P	P	P	P	-	P	-	P	-	P
C. Sedoryk, Monterey-Salinas Transit ( <del>M. Hernandez</del> ; H. Harvath; L. Rheinheimer)	P(A)	P	P	P(A)	P	P	P	-	P	P(A)
T. Coffman-Gomez, Watsonville (L. Hurst)	-	-	-	P	P	E	P	-	P	P
E. Ochoa, CSUMB ( <del>A. Lewis</del> , L. Samuels)	P	P	P(A)	-	-	P(A)	P (A)	P	-	-

TAMC STAFF	JAN 18	FEB 18	MAR 18	APR 18	MAY 18	JUN 18	AUG 18	SEP 18	OCT 18	JAN 19
S. Castillo, Transportation Planner	-	-	-	-	-	-	P	P	P	P
D. Delfino, Finance Officer/Analyst	P	P	P	P	P	P	P	P	P	P
R. Deal, Principal Engineer	P	E	P	P	E	P	P	P	P	P
R. Goel, Dir. Finance & Administration	P	P	P	P	P	P	E	E	E	P
A. Green, Assoc. Transportation Planner	P	P	P	P	E	P	P	P	P	P
D. Hale, Executive Director	P	P	P	P	P	P	P	P	P	P
M. Montiel, Administrative Assistant	P	P	P	P	P	P	P	P	P	P
T. Muck, Deputy Executive Director	P	P	P	P	E	P	P	P	P	P
K. Reimann, Legal Counsel	P(A)	P	P	P(A)	P(A)	P	P	P	P	P
E. Rodriguez, Senior Admin. Assistant	P	P	P	P	P	P	E	P	P	P
L. Terry, Accountant Assistant	E	E	E	E	E	E	E	E	P	E
C. Watson, Principal Trans. Planner	P	P	P	E	P	P	P	P	P	P
L. Williamson, Senior Trans. Engineer	-	-	-	-	-	-	-	P	P	P
T. Wright, Community Outreach	P	E	P	P	P	P	E	P	P	P
M. Zeller, Principal Trans. Planner	P	P	P	P	P	P	P	P	P	P

**OTHERS PRESENT**

Mario Romo	Access Monterey Peninsula	Ana Vargas	Monterey County
Justin Riedmiller	Access Monterey Peninsula	Johnathon Pascua	Monterey County
David Cardoza	Access Monterey Peninsula	Jesse Luis	Monterey County
Joe Erwin	Caltrans	Cristy Sugaho	Monterey-Salinas Transit
Colleen Courtney	California State Senate	Lisa Rheinheimer	Monterey-Salinas Transit
Rachel Bicken	California State Senate	Jennifer Cline	Volunteer MST
Keith Wise	City of Gonzales	Rod Smalley	Resident
Sara Papneau Brandt	City of Gonzales	John Modonna	Resident
Andrew Casterini	City of Salinas	Billy Icsld	RMA-Public Works
James Serrano	City of Salinas	Jose Gomez	RMA-Public Works
Victor Guterrez	City of Salinas	Douglas Pouchigiand	RMA-Public Works
Rick Riedl	City of Seaside	Enrique Saavedra	RMA-Public Works
Nathan Stoope	Earth Systems	Randy Ishii	RMA-Public Works
Kate Roberts	MBEP	Holly Andrus-Harris	U.S. 101 Traffic Safety Alliance
Krista Hannik	MCHD	Jayne Smith	U.S. 101 Traffic Safety Alliance
Jesus Garcia	MCHD	Gresh Eckrich	Yeh & Associates
Elvira Molira	MCHD	Den Applebaum	Yeh & Associates

**1. CALL TO ORDER**

Chair Phillips called the meeting to order at 9:00 a.m. Board member Oglesby led the pledge of allegiance.

**2. PUBLIC COMMENTS**

Jayne Smith, U.S. 101 Traffic Safety Alliance, reported the alliance is committed to working with the community and local, state and federal leaders to identify a long-term solution aimed at keeping motorists safe along the US 101 corridor south of Salinas. She noted that in addition to the safety issues, there is currently potholes and flooding at the US 101 and Spence Road Intersection.

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### 3. CONSENT AGENDA

**M/S/C** Delgado/Alejo/unanimous

The Board approved the consent agenda. Board member Delgado pulled item 3.1.5 for comment.

#### *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 December 5, 2018.

**3.1.2** Accepted the list of checks written for November and December 2018 and credit card statements for the month of October and November 2018.

**3.1.3** Regarding an update of Standard Contract and Request for Proposals Templates:

1. Approved revised contract, invoice and request for proposals templates for use by the Transportation Agency for Monterey County in contracting for professional services; and
2. Authorized the Executive Director to make minor revisions to the template agreements, if such changes do not increase the Agency's net cost, subject to approval by Agency Counsel.

**3.1.4** Authorized the Executive Director to execute amendment No. 3 to the fiscal year 2018/19 Overall Work Program and Budget.

**3.1.5** Noticed of proposed amendments to the Agency bylaws to allow for a new at-large Rail Policy Committee representative.

Board Member Delgado questioned whether the proposed bylaws amendment had been discussed by the Rail Policy Committee. Executive Director Hale noted the Executive Committee discussed the proposed bylaws amendment.

**3.1.6** Approved adding a retired annuitant position to the agency staff to perform tasks related to property development.

#### *BICYCLE, PEDESTRIAN, TRANSIT and SOCIAL SERVICES*

**3.2.1** Approved the appointment of David Tavarez to serve as Monterey County District 2's alternate representative on the TAMC Bicycle and Pedestrian Advisory Committee.

## ***PLANNING***

### **3.3.1** Regarding Monterey County Regional Conservation Investment Strategy:

1. Approved and Authorized the Executive Director to execute contract with AECOM, subject to approval by Agency Counsel, in an amount not to exceed \$370,620 to prepare the Monterey County Regional Conservation Investment Strategy, for the period ending December 31, 2021;
2. Approved the use of Caltrans Adaptation Planning Grass funds and Measure X Habitat Planning/ Advance Mitigation funds budgeted to this project; and
3. Authorized 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, subject to approval by Agency Counsel.

## ***PROJECT DELIVERY and PROGRAMMING***

### **3.4.1** Approved the appointment of Alexis Garcia-Arazola to serve as the youth/college advocate, Rachel Sanders to serve as the alternate habitat preservation representative, Jarrett Garife to serve as the alternate education representative and Kristine O'Dell to serve as the alternate representative for Central Coast Builders Exchange on the Measure X Transportation Safety & Investment Plan Citizens Oversight Committee.

### **3.4.2** Regarding Grant Preparation Consultant Assistance:

1. Approved issuing a Request for Qualifications for consultant grant preparation assistance, subject to Agency counsel review;
2. Authorized staff to publish the Request for Qualifications, and return to the Board of Directors with a recommendation for approval of a consultant; and
3. Approved the use of Measure X regional project funds for this contract, in an amount not-to-exceed \$150,000.

### **3.4.3** Regarding On-Call Roundabout Design Peer Review Contract:

1. Approved and Authorized the Executive Director to execute a contract with GHD, subject to approval by Agency Counsel, in an amount not to exceed \$640,000 to provide On-Call Roundabout Design Peer Review engineering services for the SR156/ Castroville Boulevard Interchange project, the SR 68 Scenic Highway Improvement project, and other highway roundabout projects as needed in Monterey County for the two-year period ending December 31, 2020;
2. Approved the use of Measure X funds budgeted to this project; and
3. Authorized 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, subject to approval by Agency Counsel.

***RAIL PROGRAM***

- 3.5.1** Approved payment of the increased annual membership dues for the CRCC from \$1,500 to \$2,500 per year and Appointed Dave Potter as the TAMC representative and Mike LeBarre as the alternate to the Coast Rail Coordination Council (CRCC) Policy Committee.
- 3.5.2** Approved and Authorized Executive Director to execute Public Utility Easements for utility relocations in the future Lincoln Avenue Extension road right-of-way.

***REGIONAL DEVELOPMENT IMPACT FEE***

- 3.6.1** Accepted the Regional Development Impact Fee Joint Powers Agency's audit report for fiscal year ending in June 30, 2018.

***COMMITTEE MINUTES***

- 3.7.1** Received Transportation Agency for Monterey County correspondence for January 2019.
- 3.7.2** Accepted draft minutes from Transportation Agency committees:
- Technical Advisory Committee – no meeting this month
  - Rail Policy Committee – January 7, 2019
  - Executive Committee – January 9, 2019
  - Bicycle and Pedestrian Committee – January 9, 2019
  - Excellent Transportation Oversight Committee (xTOC) – January 15, 2019
-

**4. ELECTION OF 2019 OFFICERS**

**M/S/C** Lopez/Potter/unanimous

The Board received report from Nominating Committee and elected Huitt Chair, Alejo 1<sup>st</sup> Vice Chair, and Smith 2<sup>nd</sup> Vice Chair of the Board, for the term beginning upon their election through the next election of officers at the beginning of the January 22, 2020 Board meeting; and Received report from Nominating Committee and elected Huitt Chair, Alejo 1<sup>st</sup> Vice Chair, Smith 2<sup>nd</sup> Vice Chair, Phillips Past Chair, Adams County Representative, and LeBarre City Representative as members of the Executive Committee for the term beginning upon their election through the next election of officers at the beginning of the January 22, 2020 Board meeting.

The Board thanked outgoing TAMC Board Chair John Phillips for his excellent service.

**5. TRANSPORTATION EXCELLENCE AWARDS**

The Board honored Monterey County individuals, programs and projects, that have improved transportation in the region at the 18<sup>th</sup> Annual Transportation Excellence Awards.

**Individuals:**

Jennifer Cline, *Volunteer*: Monterey-Salinas Transit

**Group:**

Monterey County “No on Prop. 6” Leaders Kevin Dayton, Barbara Meister, Kate Roberts, Deanna Sessums, Rod Smalley, Nathan Stoopes

**Event:**

Ciclovía Gonzales: Monterey County Health Department

**Program:**

“Ride the 40’s on Us”: Monterey-Salinas Transit

**Projects:**

Castroville Ped/Bike/Railroad Crossing Bridge Project: County of Monterey, Viking Construction Co.

**Fremont Street/El Sausal Safe Routes to School:** City of Salinas, Monterey County Health Department

**Mud Creek Slide:** Caltrans District 5, Stantec Inc, MNS Engineers, Yeh and Associates, John Madonna Construction

**West Broadway Avenue Improvements:** City of Seaside, Mark Thomas Company, MNS Engineers, Monterey Peninsula Engineering, Denise Duffy & Associates, Kleinfelder, Inc.

**Special Individual Award Recognition:**

State Senator Anthony Canella, *Former State Senator, 12th District*

**6. STATE LEGISLATIVE UPDATE & 2019 LEGISLATIVE PROGRAM**

**M/S/C** LeBarre/Smith/unanimous

The Board received an update on state legislative issues and adopted the 2019 legislative program.

Agency legislative analyst Gus Khouri, Khouri Consulting, reported that 2018 was a good year for transportation. Senate Bill 1 (SB1) funding was dedicated to transportation purposes by the voter-approved Proposition 69 in June 2018 and preserved by the defeat of Proposition 6 in November 2018.

TAMC was able to secure funding through SB 1 that is available to self-help counties, using Measure X as a matching fund source. He reported that in 2019, TAMC will be continuing to apply for competitive SB1 funding and may want to consider the suggestion from the California Transportation Commission to secure bond funding for the US 101 South County project. On the 2019 legislative program, TAMC will work with Caltrans to use funding from the sale of excess properties originally procured for the Prunedale Bypass project for priority projects in the County. Mr. Khouri will participate in a task force with the California Transit Association related to Transportation Development Act regulations. He also reported on Governor Newsom's January Budget proposal to tie transportation funding to the production of affordable housing.

Christina Watson, Principal Transportation Planner, gave an overview of the 2019 legislative federal priorities. She highlighted (1F): "Support stabilizing and increasing transportation infrastructure funding sources to avoid bankruptcy of the federal highway and transit trust funds".

**7. TRANSPORTATION AGENCY OVERVIEW AND UPDATE ON GOALS AND OBJECTIVES**

Executive Director Hale provided an overview of the history and context of the Transportation Agency for Monterey County and reviewed the Agency's progress in meeting its five-year goals and objectives.

As of January 2019, Transportation Agency for Monterey County will have 7 out of its 17 Board seats occupied by new members; as such, it is an appropriate time to provide an overview of the Agency's roles and responsibilities, as well as review the Agency's progress over the past year towards meeting the strategic plan goals and objectives adopted in December 2017.

**8. CLOSED SESSION**

The Board held a closed session pursuant to Government Code section §54956.9 (d)(1), the Board will confer with legal counsel regarding existing litigation:

1. TAMC v. Olga Chisum, et al., Court Number 17CV001194
2. TAMC v. MWM Investments, Court Number 17CV001231

Reconvened: Agency Counsel Reiman reported that the TAMC Board met and gave direction to legal counsel. There was no reportable action taken.

## 9. **REPORTS FROM TRANSPORTATION PROVIDERS**

**Caltrans** – John Olejnik, Caltrans District 5, reported that the California Natural Resources Agency has updated the CEQA Guidelines in light of the new requirements under Senate Bill 743, which require the environmental impacts of an increase or decrease in vehicle miles traveled to be evaluated. The prior standard was to measure the impact on vehicle delay. He noted that this change will be fully implemented by July 2020 and will affect land use decisions in all jurisdictions, with the goal of reducing greenhouse gas emissions. He added that the Caltrans Mile Marker magazine is now available at: <http://www.dot.ca.gov/milemarker/>.

**Monterey Regional Airport District** – Bill Sabo reported passenger counts are up. The Airport District recently completed the 20-year Master Plan and are developing their Environmental Impact Report. Unlike at some airports, at Monterey the TSA security line waiting times are currently not a problem, but that could change depending on the length of the federal government partial shutdown. The Airport's goal is to bring people to Monterey; as such there are two new services: United's non-stop flights to Denver, which started in October, 2018, and American Airlines non-stop service to Dallas, which will take place during the AT&T, the US Open and from April 2, 2019 through November 3, 2019. He reported the Airport District is trying to retain the taxi service, but the taxi service is declining due to passengers opting to use Uber or Lyft. In conclusion, he expressed the need for improved Highway 68 access to the airport.

**Monterey-Salinas Transit District** – Lisa Rheinheimer reported MST is very concerned with the federal shutdown, and that unless a federal budget is approved, MST will have difficulty meeting its cash flow needs starting in February 2019. She announced that on February 6<sup>th</sup>, at 11:30 a.m., a ribbon cutting ceremony for MST's brand-new Mobility Services Center will take place. Supporting transportation services for seniors, persons with disabilities, and veterans, the Mobility Services Center will offer RIDES eligibility certification and services for travel training, taxi vouchers, MST TRIPs, and the Navigator volunteer program. The Center is dedicated to Alma Almanza, a community member who served on MST's Mobility Advisory Committee and on TAMC's Social Services Transportation Advisory Committee. Ms. Almanza tirelessly advocated for improved mobility services for persons with disabilities.

**Monterey Bay Air Resources District** – No report

**California State University Monterey Bay** – No report

**10. REPORTS ON MEETINGS ATTENDED BY BOARD MEMBERS AT TRANSPORTATION AGENCY EXPENSE, AS REQUIRED BY STATE LAW**

None this month.

**11. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Hale welcomed all new Board members.

**12. ANNOUNCEMENTS AND/OR COMMENTS**

Trina Coffman-Gomez, City of Watsonville, reported that the Santa Cruz County Regional Transportation Commission adopted the Unified Corridor Study last week. The study evaluated rail, busway, highway and local street transportation along Santa Cruz's key north-south corridor, from Watsonville to Santa Cruz. She thanked the Board for welcoming her.

Heather Adamson, AMBAG, announced that their agency is will start the update of their 2045 Metropolitan Transportation Plan and Sustainable Communities' Strategy later this year. She added that AMBAG is preparing to start the region-wide population, employment and housing forecasts. These forecasts provide the information that underlies the regional transportation forecast model, which is used to project traffic on regional roads, to evaluate the traffic impacts of new development, and to determine the effect of proposed transportation improvements. The schedule and activities for this update will be presented to the local Planning Directors, and the TAMC Technical Advisory Committee in February.

**13. ADJOURNMENT**

Chair Huitt adjourned the meeting at 11:45 a.m.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

***Memorandum***

**To:** Board of Directors  
**From:** Dave Delfino, Finance Officer / Analyst  
**Meeting Date:** February 27, 2019  
**Subject:** TAMC payments for the month of January 2019

**RECOMMENDED ACTION:**

**ACCEPT** the list of checks written for the month of January 2019 and credit card statements for the month of December 2018.

**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 \$321,887.84 which, included checks written for January 2019 and payments of the December 2017 Platinum Plus for Business Credit Card statement.

**DISCUSSION:**

During the month of January 2019 normal operating checks were written, as well as a check for \$4,245.15 to Geocon Consultants, Inc. for hazardous materials testing and oversight of the Salinas Rail Property demolition, a check for \$73,553.48 to Alta Planning+Design for GIS and mapping services for Complete Street Projects and for services for environmental work for the FORTAG Project, two checks totaling \$6,612.42 to Kimley-Horn & Associates, Inc. for services for the Canyon Del Rey (SR 218) Corridor study, two checks totaling \$37,665.25 to Omni-Means, LTD for services for the Pajaro to Prunedale G 12 Corridor study and a check for \$2,879.36 to Overland, Pacific & Cutler, Inc. for appraisal service for California American water pipeline easement.

**ATTACHMENTS:**

- ▣ Credit Cards December 2018
- ▣ Checks January 2019





DEBRA L HALE

Platinum Plus® for Business

December 05, 2018 - January 04, 2019

Cardholder Statement

**Account Information:**

www.bankofamerica.com

**Mail Billing Inquiries to:**

BANK OF AMERICA  
PO BOX 982238  
EL PASO, TX 79998-2238

**Mail Payments to:**

BUSINESS CARD  
PO BOX 15796  
WILMINGTON, DE 19886-5796

**Customer Service:**

1.800.673.1044, 24 Hours

**TTY Hearing Impaired:**

1.888.500.6267, 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 ..... \$0.00

Minimum Payment Due ..... \$0.00

Payment Due Date ..... 01/31/19

**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 ..... -\$172.01

Payments and Other Credits ..... \$0.00

Balance Transfer Activity ..... \$0.00

Cash Advance Activity ..... \$0.00

Purchases and Other Charges ..... \$172.01

**Fees Charged ..... \$0.00**

**Finance Charge ..... \$0.00**

New Balance Total ..... \$0.00

Credit Limit ..... \$5,000

Credit Available ..... \$5,000.00

Statement Closing Date ..... 01/04/19

Days in Billing Cycle ..... 31

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
		<b>Purchases and Other Charges</b>		
12/06	12/04	WOMENS TRANSPORTATION 202-955-5085 DC		95.00
12/24	12/21	ADOBE *ACROPRO SUBS 8008336687 CA		14.99
12/28	12/27	MAILCHIMP *MONTHLY MAILCHIMP.COMGA		50.00
01/04	01/04	CREDIT BALANCE REFUND		12.02
		<b>TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD</b>		<b>\$172.01</b>

Account Number: ..  
December 05, 2018 - January 04, 2019

New Balance Total ..... \$0.00

Minimum Payment Due ..... \$0.00

Payment Due Date ..... 01/31/19

**Enter payment amount**

\$

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

BUSINESS CARD  
PO BOX 15796  
WILMINGTON, DE 19886-5796

DEBRA L HALE  
TAMC  
ATTN RITA GOEL  
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



FI LOUISE RODRIGUEZ

Platinum Plus® for Business

December 05, 2018 - January 04, 2019

Cardholder Statement

**Account Information:**  
www.bankofamerica.com

**Mail Billing Inquiries to:**  
BANK OF AMERICA  
PO BOX 982238  
EL PASO, TX 79998-2238

**Mail Payments to:**  
BUSINESS CARD  
PO BOX 15796  
WILMINGTON, DE 19886-5796

**Customer Service:**  
1.800.673.1044, 24 Hours

**TTY Hearing Impaired:**  
1.888.500.6267, 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 ..... \$1,107.08  
**Minimum Payment Due** ..... **\$11.07**  
**Payment Due Date** ..... **01/31/19**

**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 ..... \$910.24  
 Payments and Other Credits ..... -\$910.24  
 Balance Transfer Activity ..... \$0.00  
 Cash Advance Activity ..... \$0.00  
 Purchases and Other Charges ..... \$1,107.08  
**Fees Charged** ..... **\$0.00**  
**Finance Charge** ..... **\$0.00**  


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 New Balance Total ..... \$1,107.08  
  
 Credit Limit ..... \$7,600  
 Credit Available ..... \$6,492.92  
 Statement Closing Date ..... 01/04/19  
 Days in Billing Cycle ..... 31

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
<b>Payments and Other Credits</b>				
12/26	12/24	PAYMENT - THANK YOU		- 910.24
<b>TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD</b>				<b>-\$910.24</b>
<b>Purchases and Other Charges</b>				
12/06	12/04	STARBUCKS STORE 06629 SALINAS CA		33.90
12/10	12/06	DEVICE MAGIC INC RALEIGH NC		150.00
12/10	12/08	TSHEETS 8888362720 ID		100.00
12/12	12/11	SALINAS-CALIFORNIAN 831-754-4260 CA		126.69

Account Number  
December 05, 2018 - January 04, 2019

New Balance Total ..... \$1,107.08  
**Minimum Payment Due** ..... **\$11.07**  
**Payment Due Date** ..... **01/31/19**

**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



ELOUISE RODRIGUEZ

December 05, 2018 - January 04, 2019

Page 3 of 4

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
12/13	12/12	BAUDVILLE INC. 8007280888 MI		114.10
12/18	12/17	AMAZON.COM*M21TT2OK2 A AMZN.COM/BILLWA		575.00
12/21	12/20	DREAMHOST DH-FEE.COM 877-8294070 CA		7.39
<b>TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD</b>				<b>\$1,107.08</b>

**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	26.49% V	\$0.00	\$0.00

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

Bank of America Business Advantage

LIFE / BETTER CONNECTED®

# Around-the-clock protection

Your Bank of America Business Mastercard® protects you 24/7 with:

- **Purchase Assurance®**  
Covers your purchases in case of theft or damage within 90 days of purchase<sup>1</sup>
- **Extended Warranty**  
Covers you for one additional year, on top of the manufacturer's warranty<sup>1</sup>
- **Zero Liability**  
Protects you in case of unauthorized use of your card<sup>2</sup>

<sup>1</sup> Certain restrictions, conditions and exclusions apply to Mastercard benefits. Benefits subject to change without notice. Mastercard Guide to Benefits is included in your new card account package mailed at account opening, and at bankofamerica.com through the owner's, or authorized officer's, Online Banking profile by selecting the card product in the account overview page then by selecting the Help & Support tab.

<sup>2</sup> Claims may only be filed against posted and settled transactions subject to dollar limits and subsequent verification, including providing all requested information supporting fraudulent use claim. Refer to your Business Card Agreement for further details.

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Transportation Agency for Monterey County (TAMC)  
 Union Bank Operating Account  
 January 31, 2019

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
01/03/2019	EFT CalPers Health Benefits	10,775.84		Employee Benefit
01/04/2019	18566 De Lage Landen Financial Services	278.26		Office Copier Lease
01/04/2019	18567 Enterprise Rent-a-Car	81.42		Auto Rental
01/04/2019	18568 Fedex	29.15		Delivery Service
01/04/2019	18569 Geocon Consultants, Inc.	4,245.15		Hazardous Materials Testing and oversight of the Salinas Rail Property Demolition
01/04/2019	18570 Lincoln National Life Insurance Co.	701.56		Employee Benefits
01/04/2019	18571 Omni-Means, LTD.	24,060.50		Service for the Traffic Study of the Pajaro to Prunedale G12 Corridor
01/04/2019	18572 Overland, Pacific & Cutler, Inc.	2,879.36		Appraisal for CalAm Easement
01/04/2019	18573 Peninsula Messenger LLC	125.00		Courier Service
01/04/2019	18574 Pure Water	52.95		Water
01/04/2019	18575 Shell	135.50		Auto Expense - Gasoline
01/04/2019	18576 United States Postal Service	200.00		FSP - Postage
01/04/2019	18577 VSP	162.54		Employee Benefits
01/04/2019	EFT State of California		109,748.68	PPM Funds 1st QTR 18/19
01/09/2019	EFT State of California		147,814.32	Traffic Congestion Relief Funds for Salinas Rail
01/10/2019	EFT Graniterock		7,804.37	Railroad Right of Way Rent
01/11/2019	18578 Access Monterey Peninsula, Inc. (AMP)	1,680.00		TV Video Services
01/11/2019	18579 Delta Dental	688.64		Employee Benefits
01/11/2019	18580 Khouri Consulting	3,000.00		Legislative Consultant
01/11/2019	18581 Void	0.00		Void
01/11/2019	18582 Pure Water	56.70		Water
01/11/2019	18583 Peninsula Messenger LLC	125.00		Messenger Service
01/11/2019	18584 United Way of Monterey County	115.00		Employee Deduction - Charitable
01/11/2019	EFT Payroll	45,423.61		Payroll
01/11/2019	EFT United States Treasury	10,632.22		Payroll Taxes & Withholding
01/11/2019	EFT EDD	4,148.31		Payroll Taxes & Withholding
01/11/2019	EFT EDD	979.77		Payroll Taxes & Withholding
01/11/2019	EFT Pers Retirement	8,409.01		Employee Benefits
01/11/2019	EFT Pers Retirement PEPRA	740.67		Employee Benefits
01/11/2019	EFT CalPERS	7,238.35		Employee Benefits
01/14/2019	EFT State of California		87,928.20	Grant Funds for Safe Routes to School - Seaside/Marina
01/17/2019	DEP Haedrich, Cardinale and Marina Concrete		3,020.00	Railroad Right of Way Rent
01/17/2019	EFT State of California		8,814.30	SR HWY 156 Funds
01/17/2019	DEP Saroyan, P & S Real State, Lithia, Hyland, Newton Bros. and Jaguar		11,148.95	Railroad Right of Way Rent
01/17/2019	DEP State of California		29,467.92	SAFE - Revenue November 2018
01/17/2019	EFT State of California		95,858.08	Traffic Congestion Relief Funds for Salinas Rail
01/18/2019	18585 Alvarez Technology Group, Inc.	1,675.00		Computer Support
01/18/2019	18586 Business Card	1,107.08		Office and Business Supplies, Staff Travel & Professional Training
01/18/2019	18587 Casey Printing	1,497.56		Office Supplies - Business Card Stock
01/18/2019	18588 Kimley-Horn & Associates, Inc.	1,847.48		Services for the Traffic Study of Canyon Del Rey (SR 218) Corridor
01/18/2019	18589 Office Depot	469.35		Office Supplies
01/18/2019	18590 Office of the County Counsel	6,326.94		Legal Services
01/18/2019	18591 Omni-Means, LTD.	13,604.75		Service for the Traffic Study of the Pajaro to Prunedale G12 Corridor
01/18/2019	18592 Smile Business Products	341.77		Office Copier Expenses
01/18/2019	18593 APWA Monterey Bay Chapter	200.00		APWA Meeting - San Juan Bautista
01/25/2019	18594 AAMCOM LLC	156.40		SAFE Call Box - Answering Service
01/25/2019	18595 Alta Planning + Design Inc	73,553.48		Services for Environmental Work for FORTAG and GIS Services for Complete Streets
01/25/2019	18596 AT & T (Carol Stream, Il.)	379.44		Telecommunications, Call Box and Rideshare - Phone Service
01/25/2019	18597 California Highway Patrol	207.48		Freeway Service SAFE Call Box Program
01/25/2019	18598 Kimley-Horn & Associates, Inc.	4,764.94		Services for the Traffic Study of Canyon Del Rey (SR 218) Corridor
01/25/2019	18599 Oppidea, LLC	2,335.00		Accounting Services
01/25/2019	18600 Plaza Circle, Ltd	7,988.65		Office Rent
01/25/2019	18601 Verizon Wireless	95.40		Call Box - Phone Service
01/25/2019	18602 United Way of Monterey County	115.00		Employee Deduction - Charitable

Transportation Agency for Monterey County (TAMC)  
 Union Bank Operating Account  
 January 31, 2019

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
01/25/2019 18603	Case Systems Inc.	6,869.02		SAFE Call Box - Maintenance
01/25/2019 EFT	Payroll	40,875.19		Payroll
01/25/2019 EFT	United States Treasury	9,797.48		Payroll Taxes & Withholding
01/25/2019 EFT	EDD	3,815.55		Payroll Taxes & Withholding
01/25/2019 EFT	EDD	405.41		Payroll Taxes & Withholding
01/25/2019 EFT	Pers Retirement	8,445.91		Employee Benefits
01/25/2019 EFT	Pers Retirement PEPRRA	740.67		Employee Benefits
01/25/2019 EFT	CalPERS	7,256.34		Employee Benefits
01/25/2019 EFT	Union Bank	52.04		Bank Service Charges
01/31/2019 DEP	P & S Real State		2,418.07	Railroad Right of Way Rent
01/31/2019 DEP	State of California		68,417.56	Grant Funds for HWY 128 and Pajaro to Prunedale Traffic Studies
01/31/2019 EFT	Graniterock		7,804.37	Railroad Right of Way Rent
<b>TOTAL</b>		<b>321,887.84</b>	<b>580,244.82</b>	



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Christina Watson, Principal Transportation Planner  
**Meeting Date:** February 27, 2019  
**Subject:** **Bylaws Amendment to Add Rail Policy Committee Representative (Action)**

### **RECOMMENDED ACTION:**

**APPROVE** proposed amendments to the Agency bylaws as announced at the January 2019 Board meeting.

### **SUMMARY:**

The Transportation Agency is proposing to update its Bylaws by adding a new at-large representative to the Rail Policy Committee. Sections 13.1 and 13.2 of the Bylaws provide that notice of proposed amendments to the Bylaws be announced at the Agency meeting prior to the meeting at which the amendments will be voted upon. The amendments presented at today's meeting were announced in January and will require approval by not less than two-thirds (2/3) of the voting members present at the meeting. All changes to the Bylaws are the same as announced in January.

### **FINANCIAL IMPACT:**

None.

### **DISCUSSION:**

The Agency Bylaws have been revised several times over the years. The last update was in February 2018.

Dave Potter, Mayor, City of Carmel-by-the-Sea, has requested consideration of a change to the Rail Policy Committee bylaws to allow him to be added to the Committee. Mr. Potter has extensive experience and interest in rail policy issues, stemming primarily from his prior participation as a TAMC Board Member. Currently, the Rail Policy Committee is governed by the Transportation Agency for Monterey County Bylaws, Section 12.4:

A Rail Policy Committee composed of TAMC Board members or their alternates from the following jurisdictions on the rail lines: Cities of Salinas, Marina, Sand City, Seaside, and Monterey, Supervisorial District 1, Supervisorial District 2, Supervisorial District 4,

Supervisorial District 5 and two representatives from South Monterey County: either (a) the 3<sup>rd</sup> District County Supervisor and a voting TAMC Board member from one of the South Monterey County Cities, or (b) two voting TAMC Board members from South Monterey County Cities. The TAMC Chair may appoint annually ex-officio members as needed.

The Committee shall select a Chair and Vice Chair from its membership for a two-year term at the end of the February meeting of every even year, beginning in 2008. The Chair may rotate between the County Supervisors and the Cities, and/or between Salinas Valley and the Monterey Peninsula or the existing Chair may be reappointed to a new term. To be eligible to serve as the Chair or Vice Chair, the person must be a voting AGENCY Board Member and have served on the Rail Policy Committee for at least one year. The Rail Policy Committee advises the Transportation Agency Board on matters related to the establishment of passenger rail service in Monterey County.

**Attached** are the Agency Bylaws, showing the recommended changes (on page six) to add the following sentence: "In addition, the TAMC Board may appoint one at-large member from the TAMC Board, taking into account interest and expertise in rail issues." Adding a twelfth voting member would change the quorum requirement from six to seven voting members.

The Executive Committee discussed this item at its January and February meetings, and the Board of Directors received the notice of the Bylaws amendment at its January meeting.

**ATTACHMENTS:**

- TAMC Bylaws showing proposed changes

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY  
BYLAWS**

01. These Bylaws are intended to supplement California Government Code Title 3, Division 3, Chapter 2, and the Public Utilities Code Division 10, Part 11, referencing the Transportation Development Act passed in 1972, and as amended.
02. These Bylaws outline the basic organization and the administration procedures used by the Transportation Agency for Monterey County, successor agency to the Monterey County Transportation Commission, when serving as the Local Transportation Commission, the Regional Transportation Planning Agency, and the Service Authority for Freeways and Expressways. When serving as the Local Transportation Commission, the Regional Transportation Planning Agency, and the Service Authority for Freeways and Expressways, the Transportation Agency for Monterey County is referred to as the "AGENCY."
03. **FUNCTIONS OF THE AGENCY WHEN SERVING AS THE LOCAL TRANSPORTATION COMMISSION AND AS THE REGIONAL TRANSPORTATION PLANNING AGENCY**
  - 3.1. As the Local Transportation Commission, administer the provisions of the Transportation Development Act in allocating Local Transportation Funds and State Transit Assistance Funds to the cities, County, and transit operators.
  - 3.2 As the state designated Regional Transportation Planning Agency, perform transportation planning activities for the County and Cities of Monterey County.
04. **FUNCTIONS OF THE AGENCY WHEN SERVING AS THE MONTEREY COUNTY SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS**
  - 4.1 The AGENCY shall enact a motorist aid program having the primary function of installing and monitoring roadside call boxes.
  - 4.2 This program shall be performed in accordance with Sections 2550 et seq. of the California Streets and Highways Code.
  - 4.3 The AGENCY has been designated as the Monterey County Service Authority for Freeways and Expressways by resolutions of the Monterey County Board of Supervisors and a majority of the Cities containing a majority of the incorporated population as required under Streets and Highways Code Section 2551. The program shall be developed in consultation with and with the cooperation of Caltrans and the California Highway Patrol.

## 05. ORGANIZATION

- 5.1 **MEMBERSHIP:** The AGENCY shall be composed of each of the five members of the Monterey County Board of Supervisors, or his or her individually designated alternate, and one member appointed from each incorporated city within Monterey County or his or her designated alternate.
- 5.2 **EX-OFFICIO MEMBERSHIP:** The purpose of ex-officio membership is to permit the ex-officio member(s) to participate in AGENCY discussion before and after a matter is allowed for discussion by the public. Ex-officio members shall have no vote on matters brought before the AGENCY. Ex-officio membership is not intended to evolve into full voting membership.
- 5.2.1 The Association of Monterey Bay Area Governments, Caltrans, the Monterey Bay Unified Air Pollution Control District, Monterey Peninsula Airport District, Monterey-Salinas Transit, California State University at Monterey Bay and City of Watsonville may appoint one member each to the AGENCY to serve as ex-officio members. Ex-officio members may be added or deleted by amending the Bylaws. Additional ex-officio members shall be limited to public agencies only. This restriction to public agencies does not affect the permanent ex-officio members described in this paragraph. As used here, “public agency” means the State of California or any department or agency thereof, a county, city, public corporation, municipal corporation or public district.
- 5.3 **ALTERNATE MEMBERS:** Each appointing authority, for the regular member it appoints, may appoint up to two alternate members to serve in place of the regular member when the regular member is absent or disqualified from participating in the meeting of the AGENCY. Alternate members will have the same rights, responsibilities and privileges as regular members, except that they may not serve as officers of the AGENCY.
- 5.4 **APPOINTMENT:** City members, city alternate members, and ex-officio members, must all be appointed by the appropriate appointing authority from the affected jurisdiction. A letter signed by the City Manager or Mayor, minute action and/or a resolution making that appointment must be presented to the Executive Director before that member may participate in the AGENCY meetings. The Chair of the Board of Supervisors shall notify the AGENCY by letter to the Executive Director of the Board’s alternates.
- 5.5 **STIPEND:** Regular members may receive compensation for services performed for and on behalf of the AGENCY in accordance with written policies adopted by the Board of Directors in a public meeting.
- 5.6 **TRAVEL REIMBURSEMENT:** AGENCY Board Members (and alternates) are entitled to reimbursements for travel expenses involved in attending all regular and special meetings of the AGENCY. Reimbursement for travel expenses will be made on a per-mile basis at the current rate established by the TAMC Board for auto

expenses or actual cost of public transportation. TAMC Board members (and alternates) will receive automatic mileage reimbursement payments quarterly based on attendance records and their declared mileage to and from the TAMC meetings. Board Members attending conferences or other agency business meetings may request reimbursement for expenses in accordance with the AGENCY's administrative policies for travel reimbursement.

06. **QUORUM:** A majority of the voting members of the AGENCY shall constitute a quorum for transaction of AGENCY business; the quorum shall consist of a minimum of nine (9)-voting members, including a minimum of seven (7) city representatives and one (1) county representative.

## 07. VOTING

7.1 Except as specifically otherwise provided herein, the vote of a majority of the members of the AGENCY present at any regular, adjourned or special meeting shall be sufficient to pass or act upon any matter properly before the AGENCY, and each member of the AGENCY shall have one vote.

7.2 **POPULATION WEIGHTED VOTING:** Upon the call and request of any AGENCY member, present and able to vote, and a quorum being present, a weighted voting formula shall apply for any vote to be taken by the AGENCY, with each member having one or more votes based upon the population of the city or unincorporated county area such member represents. One vote will be granted to Supervisorial District 1, as its population is included with the City of Salinas.

In order for the AGENCY to take action under the provisions of this section two requirements must be fulfilled:

- a) A majority of the votes weighted by population must be cast in favor of the action, provided that not less than two-member agencies vote in favor of the action; and
- b) A majority of the members vote in favor of the action.

In the event a simple majority vote on a question has previously been taken, and a weighted vote is subsequently called; a roll call vote will be taken that tabulates both the weighted vote and the members voting. The vote weighted by a majority of those voting representing a majority of the population shall supersede the previous simple majority vote, provided that the vote of a single member may not defeat an action.

7.3 **POPULATION:** For the purposes of determining the weighted vote of Cities or the unincorporated area of the County, the weighted vote by population shall be based on the most current Census, and AGENCY staff shall update annually based on the California State Department of Finance population estimate when it becomes available.

**08. OFFICERS**

- 8.1 The AGENCY officers shall consist of a Chair, a First Vice-Chair and a Second Vice-Chair. The AGENCY officers shall be elected from the AGENCY and shall serve a term of one year. Terms of the Chair shall not be consecutive full one-year terms. Election of officers shall take place every year at the beginning of the AGENCY's January meeting, and officers' terms shall commence immediately upon election.
- 8.2 The Chair, or in his or her absence, the First Vice-Chair, shall preside over all meetings, and may direct the Executive Director to call a special meeting of the AGENCY Board when he or she judges necessary. In the absence of the Chair and the First Vice-Chair, the Second Vice-Chair shall preside over all meetings and exercise all of the powers of the Chair and the First Vice-Chair.

**09. STAFF:** The AGENCY staff shall consist of an Executive Director, and such other staff members as shall be authorized by the AGENCY budget and appointed by the Executive Director.

- 9.1 The AGENCY shall appoint the Executive Director to serve at the pleasure of the AGENCY.
- 9.2 The Executive Director will serve as Chief Executive Officer of the AGENCY.
- 9.3 The AGENCY shall appoint Counsel to serve at the pleasure of the AGENCY.
- 9.4 The AGENCY shall complete an annual performance evaluation of the Executive Director and Counsel.

**10. MEETINGS**

- 10.1 The regular meetings of the AGENCY shall be held on the fourth Wednesday of each month or at such other time designated by the Board at a location in Monterey County. Special meetings shall be set with the notice required by law.
- 10.2 AGENCY meetings are open to the public and are conducted according to the Ralph M. Brown Act (Govt. Code Section 54950 et seq.) and Roberts Rules of Order. Time will be allotted at each meeting for the public to present their views to the AGENCY on transportation items, as set forth in Govt. Code Section 54954.3.

Public presentations on transportation matters not on the AGENCY's agenda are limited to three minutes each, unless extended at the discretion of the Chair.

The Chair may establish reasonable limitations on the time allotted for public presentations on any AGENCY agenda item.

- 10.3 The voting members of the AGENCY may meet in closed session to discuss those matters authorized by state law. Only appointed TAMC representatives and, in their absence, their appointed alternates, may attend Closed Sessions. Ex-officio members shall not be authorized to attend Closed Sessions.
- 10.4 The AGENCY Chair in consultation with the First Vice-Chair may cancel any regular meeting if there are no items presented that require the AGENCY's immediate attention.
- 10.5 The AGENCY Agenda will be prepared by the AGENCY staff. The agenda deadline is noon, Thursday, nine (9) working days before the regular meeting. Any member may request in writing an item to appear on the agenda. The request shall be made at or before the Executive Committee meeting prior to the regular meeting for which the item is proposed, or, in the case of an urgent matter, after consultation with the AGENCY Chair, or in the absence of the Chair, the First Vice Chair, by the agenda deadline. Any supporting papers must be furnished by the agenda deadline or be readily available.
- 10.6 Agenda packets shall be distributed to AGENCY members, alternates, and ex-officio members.
- 10.7 The AGENCY agenda shall also be supplied to other governmental agencies on written request, renewable annually.

## **11. BUDGET**

- 11.1 The AGENCY shall annually develop and adopt a budget in accordance with State and Federal requirements no later than the May meeting.
- 11.2 Each AGENCY member shall contribute toward AGENCY activities by means of the Regional Transportation Planning Assessment ("Assessment") in proportion to California Streets and Highways Code Highway Users Tax Account Section 2105 funds received by each AGENCY member to those received by all other AGENCY members. Such Assessment shall be paid from local funds of the member, in order to provide the greatest flexibility of use by AGENCY. AGENCY staff shall invoice each voting member each June for the following fiscal year.

12. **COMMITTEES:** Committees and subcommittees, whether standing or ad hoc, may be established, as the AGENCY may deem appropriate.

Standing committees shall be the following:

- 12.1 A Technical Advisory Committee (TAC) composed of one person representing each AGENCY member including ex-officio members, and transportation providers in Monterey County. Additional members from organizations and jurisdictions not presently represented may be appointed by the AGENCY. The Technical Advisory

Committee shall advise the Agency Board on regional transportation improvement projects, transportation planning programs, and transportation funding programs.

12.2 An Executive Committee composed of the Chair, First Vice-Chair, Second Vice-Chair, immediate past Chair, and two members selected by the AGENCY; one from the County members and one from the City members. If one of the above-designated persons is not available to serve on the Executive Committee, the AGENCY shall appoint another AGENCY member so that the Executive Committee shall have six members. The Executive Committee shall meet when directed to do so by the AGENCY, or when directed to do so by the Chair of the AGENCY, or by a majority of the Executive Committee members. The Executive Committee may meet for the following purposes:

- a. Review of budget and work program and personnel.
- b. Review adequacy of transportation funding and regional transportation planning and project delivery efforts.
- c. Review state and federal legislative matters.
- d. Review major AGENCY policy matters for recommendation to the Board.

Minutes of the Executive Committee meetings shall be distributed to all AGENCY members.

12.3 A Citizens Advisory Committee for Bicycle and Pedestrian Facilities composed of one representative from each city and supervisorial district. Additional members from organizations and jurisdictions not presently represented may be appointed by the AGENCY. The purpose of the committee is to advocate bicycle and pedestrian travel as viable alternative means of transportation, and advise the Transportation Agency, its member agencies, and private development with respect to bicycle and pedestrian facilities and travel.

12.4 A Rail Policy Committee composed of TAMC Board members or their alternates from the following jurisdictions on the rail lines: Cities of Salinas, Marina, Sand City, Seaside, and Monterey, Supervisorial District 1, Supervisorial District 2, Supervisorial District 4, Supervisorial District 5 and two representatives from South Monterey County: either (a) the 3<sup>rd</sup> District County Supervisor and a voting TAMC Board member from one of the South Monterey County Cities, or (b) two voting TAMC Board members from South Monterey County Cities. In addition, the TAMC Board may appoint one at-large member from the TAMC Board, taking into account interest and expertise in rail issues. The TAMC Chair may appoint annually ex-officio members as needed.

The Committee shall select a Chair and Vice Chair from its membership for a two-year term at the end of the February meeting of every even year, beginning in 2008. The Chair may rotate between the County Supervisors and the Cities, and/or between Salinas Valley and the Monterey Peninsula or the existing Chair may be reappointed to

a new term. To be eligible to serve as the Chair or Vice Chair, the person must be a voting AGENCY Board Member and have served on the Rail Policy Committee for at least one year. The Rail Policy Committee advises the Transportation Agency Board on matters related to the establishment of passenger rail service in Monterey County.

- 12.5 Bylaws for any standing committee may be developed and adopted, or amended, by a majority vote of the AGENCY.
- 12.6 Except as otherwise provided herein, a majority of the voting members of each committee shall constitute a quorum for transaction of the business of the committee. For the Technical Advisory Committee (TAC); 5 members of the TAC, representing voting members of the Transportation Agency Board of Directors, constitute a quorum for transaction of the business of the committee.
- 12.7 The Transportation Agency has designated the Monterey-Salinas Transit Mobility Advisory Committee as the Social Services Transportation Advisory Council for Monterey County pursuant to the Transportation Development Act. The Agency will consult with the Mobility Advisory Committee regarding the Agency's annual unmet transit needs finding and the transportation needs of the elderly, persons with disabilities and other transit dependent groups.

### **13. PROCEDURE FOR APPROVING AND AMENDING BYLAWS**

- 13.1 Provided a quorum is present, these Bylaws may be amended at an AGENCY meeting by two-thirds (2/3) of the voting members.
- 13.2 Notice of the proposed amendment of the Bylaws shall be announced at the AGENCY meeting prior to the meeting at which the amendment will be voted upon.

### **14. AUDITS**

All revenues and expenditures of the AGENCY will be audited annually in accordance with General Accounting principles.

A triennial performance audit will be conducted as required by the Transportation Development Act.

Rev.2/28/2018



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Todd Muck, Deputy Executive Director  
**Meeting Date:** February 27, 2019  
**Subject:** **Conferences and Training Attended by Agency Staff**

### **RECOMMENDED ACTION:**

**RECEIVE** report on conferences or trainings attended by agency staff.

### **SUMMARY:**

Agency staff occasionally attends 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:**

In January, Executive Director Debbie Hale attended the American Public Works Association Council of Chapters meeting in Kansas City, Missouri. Debbie currently serves as a delegate to that council, representing the Monterey Bay Area Chapter. A summary of the conference is attached.

In January, Principal Engineer Rich Deal attended the annual National Committee on Uniform Traffic Control Devices run by the Federal Highway Administration. Rich serves as an Associate member of the Committee, sponsored by American Public Works Association, and he also is a member of the Markings Technical Committee. While in Washington, D.C., Rich also attended the annual Transportation Research Board conference where he attended sessions about research and application of innovative roundabout designs to reduce crashes and move traffic in highly constrained settings. He serves on the Transportation Research Board's Roundabout subcommittee. A summary of both events is attached.

### **ATTACHMENTS:**

- ▣ American Public Works Association - Council of Chapters
- ▣ Traffic Control Devices Meeting and Transportation Research Board conference



## Memorandum

**To:** Board of Directors  
**From:** Debbie Hale, Executive Director  
**Meeting Date:** February 27, 2019  
**Subject:** American Public Works Association – Council of Chapters

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In January, I attended the American Public Works Association Council of Chapters meeting in Kansas City, Missouri. I currently serves as a delegate to that council, representing the Monterey Bay Area Chapter.

The event provides an opportunity for representatives from around the country to meet and review the latest public works knowledge, and to learn more about the association. The Monterey Bay Chapter is within Region 8, which includes all the California, Nevada and Hawaii chapters.

The winter conference also had several educational sessions, including: providing membership value, improving local social media outreach, locating online public works resources, advocating for public works needs with local government, and highlighting key national public works issues. The event also provided the opportunity to exchange information with other regions on how they handle federal requirements and the allocation of federal funding.

The California Public Works Association chapters discussed the idea of meeting with representatives in Sacramento to advance key areas of common interest, such as project delivery streamlining and flexibility in the use of SB 1 funding (without housing requirements). The national APWA staff would assist in advocacy training.

Also discussed was what each chapter is doing to further public works education. Notable was the clever video developed by the Chicago Metro Chapter. Called “You’re Welcome”, the video is set to the tune from Moana, and it is a fun way to see P:\Committees\TAMC\Year 2019\February\TM - Travel and Training - DH APWA Council of Chapters.docxwhat public works professionals do for their community: <https://youtu.be/OLNnSl8EwWs>

These ideas and others will be taken back the Monterey Bay APWA chapter for discussion and possible implementation.



## Memorandum

**To:** Board of Directors  
**From:** Rich Deal, Principal Engineer  
**Meeting Date:** February 27, 2019  
**Subject:** National Committee on Uniform Traffic Control Devices and Transportation Research Board Conference

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On January 8 – 11, 2019, I attended the annual National Committee on Uniform Traffic Control Devices of the Federal Highway Administration in Washington, DC. I serve as an Associate member of the Committee, sponsored by American Public Works Association. I am also a member of the pavement Markings Technical Committee, composed of state and local transportation agencies. The technical committees and council sessions focused on proposed changes to standards in each chapter of the Manual on Uniform Traffic Control Devices, which is anticipated to be updated in 2020.

On January 13 – 17, 2019, I attended the annual Transportation Research Board conference in Washington, DC. The conference had over 900 sessions and meetings, along with vendor exhibits showcasing advances in transportation. This year, many of the research sessions and exhibits centered around emerging autonomous and connected vehicle technologies. US Department of Transportation Secretary, Elaine L. Chao gave a presentation on the advancement of automated vehicle technologies and de-regulation of some Federal Aviation Administration restrictions on drone and space flight limitations.

I focused on sessions about research and application of innovative roundabout designs to reduce crashes and move traffic in highly constrained settings. I presented at the Roundabout Video Theater session on: Downstream Merge Conditions Exiting Roundabouts. The Roundabout Video Theater also had some exceptional presentations of unusual roundabout treatments, Diverging Diamond Interchanges, Single Point Urban Interchanges, J-Turns, and multiple-roundabout corridors. I also serve on the Roundabout Committee, which met January 16. The 2020 International Roundabout conference will be in Monterey, CA, which will provide an excellent opportunity to showcase some of the roundabouts on the Central Coast.

The benefits of attending the Transportation Research Board annual conference centered on learning about new and emerging designs of roundabouts, alternative intersections, and bus rapid transit solutions that will enable safer, more creative solutions to benefit project designs for regional projects and support traffic solutions for member agencies.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

**Memorandum**

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant  
**Meeting Date:** February 27, 2019  
**Subject:** **Appointments to the Fort Ord Reuse Authority Board & Administrative Committee**

**RECOMMENDED ACTION:**

**APPROVE** appointments of Agency staff Debbie Hale, Executive Director, as ex-officio member and Todd Muck, Deputy Executive Director and Mike Zeller, Principal Transportation Planner, as ex-officio alternates to the Fort Ord Reuse Authority Board and Administrative Committee for 2019.

**SUMMARY:**

The Agency Board appoints Agency staff to the FORA Board and Administrative Committee on an as-needed basis.

**FINANCIAL IMPACT:**

None.

**DISCUSSION:**

FORA’s master resolution states that each Board member, alternate, and ex-officio member appointed by a governmental entity must be appointed by a member agency or such other appointing authority as provided in the Authority Act.

Staff recommends that the Transportation Agency for Monterey County Board approve appointments of Debbie Hale, Executive Director, as ex-officio member and Todd Muck, Deputy Executive Director and Mike Zeller, Principal Transportation Planner, as ex-officio alternates to the Fort Ord Reuse Authority Board and Administrative Committee.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Stefania Castillo, Transportation Planner  
**Meeting Date:** February 27, 2019  
**Subject:** **Short Term Measure X Loans to Monterey-Salinas Transit**

### **RECOMMENDED ACTION:**

#### **Short-Term Measure X Loans to Monterey-Salinas Transit**

1. **AUTHORIZE** Executive Director to sign agreement(s) with Monterey-Salinas Transit (MST), pending approval by Counsel, for short-term Measure X loans up to \$3,000,000 for payroll and other operating costs, to be repaid upon receipt of Federal Transit Administration funds.
2. **AUTHORIZE** Executive Director to charge interest for the loan(s) based upon current interest rates earned by Measure X funds during the quarter that MST receives the loan.

### **SUMMARY:**

MST has requested a short-term Measure X loan to fund operating costs due to an unexpected delay by the Federal Transit Administration in disbursing federal transit operating funds. Unless MST can obtain funds at a reasonable rate to keep an adequate cash-flow pending receipt of federal funds, MST could be forced to reduce services to the community. Board approval would authorize the Executive Director to execute future loans under the same terms to help ease similar cash-flow crises.

### **FINANCIAL IMPACT:**

TAMC has funds from Measure X which may be used to provide short-term cash-flow funding to MST, in anticipation of the receipt of federal funds. MST will pay the same interest rate that the funds would have earned had they remained in the Measure X trust fund account. As of February 27, 2019, the Monterey County Pool Quarterly Rate is 2.5%. MST will pay the loan with interest immediately upon receipt of their federal transit operating funds.

### **DISCUSSION:**

Disruptions in federal funding adversely impact MST's ability to receive federal funds in a timely manner and has caused a cash-flow problem affecting MST's ability to meet payroll obligations and other operating costs. Unless MST can obtain funds at a reasonable rate to keep an adequate cash-flow pending receipt of federal funds, MST could be forced to reduce their services to the community.

Staff is recommending that the Board of Directors authorize the Executive Director to execute short-term Measure X loans of up to \$3,000,000 to MST for the current and potential future delays to reimbursement of federal operating funds.

The recommended action is consistent with Ordinance 2016-01, Monterey County Transportation Safety & Investment Plan (Measure X), which states that TAMC may issue limited loans, from time to time, to finance any program or project in the Investment Plan. These loans fall under the Mobility for All category of the Investment Plan.

The recommended action is consistent with past Agency precedent to loan funds in emergency situations to mitigate funding cuts and shortfall that could impact MST operations (the Agency approved short-term loans from the Regional Surface Transportation Program to MST in 2002, 2009, 2011, and again in January 2012 to address cash-flow emergencies caused by state funding cuts and federal funding delays). Each loan was executed and promptly repaid by MST upon receipt of its federal funds.

The draft loan agreement is included as an **attachment** to this report. Approval of the agreement is subject to review and approval by Agency Counsel.

**ATTACHMENTS:**

- Draft MST Loan Agreement

**LOAN AGREEMENT  
BETWEEN  
THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY  
&  
MONTEREY SALINAS TRANSIT DISTRICT**

This Loan Agreement (“Agreement”) is made and entered into on \_\_\_\_\_, 2019 by and between the Monterey Salinas Transit District (“MST”) and the Transportation Agency for Monterey County (“TAMC”).

**RECITALS**

**WHEREAS**, MST was created by California law, AB 644 (2010) to succeed prior joint powers agencies providing public transit to Monterey County and southern Santa Cruz County, and currently provides bus and related transit services in a service area of approximately 300 square miles; and

**WHEREAS**, TAMC is the designated Regional Transportation Planning Agency (RTPA) for Monterey County, as well as the designated fund administrator for Monterey County under the Transportation Development Act (SB 325, Statutes 1971); and

**WHEREAS**, disruptions in federal funding, adversely impact MST’s ability to receive federal funds in a timely manner and has caused a cash-flow problem affecting MST’s ability to meet payroll obligations, and other operating costs; and

**WHEREAS**, unless MST can obtain funds at a reasonable rate to keep an adequate cash-flow pending receipt of federal funds, MST could be forced to reduce services to the community; and

**WHEREAS**, on November 8, 2016, the voters of Monterey County, pursuant to the provisions of the Local Transportation Authority and Improvement Act, California Public Utilities Code Section 180000 et seq. (the “Act”), approved the Transportation Safety & Investment Plan Measure X (TAMC Ordinance No. 2016-01) on the Monterey County Ballot, thereby authorizing TAMC to impose and administer the proceeds from a three-eighths cent transaction and use tax (“Measure X”); and

**WHEREAS**, Measure X identifies as one of its goals and purposes the improvement of transportation for seniors, young people, and people with disabilities, and also identifies assistance with bus service as a regional project; and

**WHEREAS**, TAMC has funds from Measure X which may be used to provide short-term cash-flow funding to the MST, in anticipation of the receipt of federal funds by MST; and

**WHEREAS**, TAMC and MST desire to enter into a Loan Agreement for funding of public transportation options pursuant to the authority provided by Measure X and consistent with past short-term, cash-flow funding provided to MST by TAMC; and

**WHEREAS**, MST has requested the ability to obtain a short-term loan from TAMC (the “TAMC Loan”), to be repaid with interest by MST from MST’s share of federal allocations for public transit, secured by MST’s normal allocation under the Transportation Development Act; and

**WHEREAS**, TAMC is authorized to manage the distribution of Measure X funds, as well as the distribution of Transportation Development Act funding in Monterey County; and

**WHEREAS**, TAMC agrees to provide funding for the short-term cash-flow needs of MST according to the terms and conditions set forth herein.

**NOW, THEREFORE**, in consideration of the mutual promises and undertakings herein made and the mutual benefits to be derived therefrom, the parties hereto represent, covenant and agree as follows:

## **SECTION I Covenants of MST**

- 1.1. Purpose of the TAMC Loan. MST agrees to use the proceeds of the TAMC Loan for the cash-flow needs of MST to meet payroll obligations and cover other operating costs necessary to continue current and existing services within MST's area of service.
- 1.2. Eligible Costs. Eligible costs to be funded by the TAMC Loan include payroll obligations and operating costs as specified in Section 1.1. No TAMC Loan funds shall be invested by MST.
- 1.3. Repayment of TAMC Loan. For this Agreement, the MST will repay the TAMC Loan as quickly as possible once federal funding for MST has resumed, and no later than one (1) year six (6) months after the resumption of such funding. Repayment of the TAMC Loan includes payment of interest as described in Exhibit B. This Loan Agreement shall not terminate until full repayment of the TAMC Loan.
- 1.4. Timing of TAMC Loan Disbursements. The TAMC Loan is intended as "short-term, cash-flow financing" for MST, and MST shall first use its available funds, up to the amount of Three Million Dollars (\$3,000,000) for the costs and expenses of MST. TAMC will disburse funds from the TAMC Loan directly to the MST upon documentation (as described in Section 1.5 below) that MST has expended funding towards the provision of services. As MST complies with the procedure set forth in Section 1.5, below, MST will submit its documentation in a sufficiently timely basis to allow TAMC to review Requests for Payment and to disburse funds from the TAMC Loan directly to MST within a period of fifteen (15) business days. TAMC shall not be responsible for any penalties or charges related to late payments to MST, if TAMC has made a disbursement to MST within this period, or if TAMC has complied with Section 2.4 ("Suspension of Disbursements) for any invoices/Requests for Payments that are disputed.
- 1.5. Requests for Payment and Progress Reports. MST anticipates that it will seek TAMC Loan disbursements within 120 days after approval of this Agreement, and will provide at least 30 days' prior written notice to TAMC before the first anticipated Request for Payment. Starting after MST has provided documentation suitable to TAMC that MST has expended its available funds up to the amount of \$3,000,000 Dollars, MST will submit monthly progress reports and Requests for Payment, based upon anticipated activities to conducted

over the next month.

- 1.6. Pledge of TDA Funds: MST hereby pledges as security for the TAMC Loan, the amount of \$3,000,000 (plus accrued interest) from Transportation Development Act funds. If MST has not repaid the TAMC Loan as set forth in Section 1.3, MST hereby waives all rights to receive Transportation Development Act funds until such time as the TAMC Loan is repaid.

## **SECTION II Covenants of TAMC**

- 2.1. Loan and Repayment: TAMC shall loan to MST funds for short-term cash-flow up to the amount of Three Million (\$3,000,000), which shall be released pursuant to Requests for Payments made pursuant to Section 1.4. This amount shall be maintained in a separate internal TAMC fund in order to ensure its availability to MST, upon the terms stated in this Loan Agreement.
- 2.2. Requests for Payments. TAMC shall make payments to MST from the TAMC Loan amount as specified in Section 1.5 and Exhibit A.
- 2.3. Ineligible Costs. TAMC reserves the right to adjust current or future payments to MST from the TAMC Loan if a Request for Payment includes ineligible costs.
- 2.4. Suspension of Disbursement. If TAMC determines that any costs in a Request for Payment are not allowable, or determines a lack of supporting progress reports for a Request for Payment, TAMC shall contact MST within ten (10) business days of receipt, together with a dispute notice outlining the reason for the disputed and the proposed remedy, if one exists, which would make the Request for Payment acceptable. MST may re-submit the Request for Payment package after reviewing the dispute notice and making any necessary corrections. MST may also immediately submit a new Request for Payment representing only the amounts which are not in dispute, while setting aside the disputed amounts for review in accordance with the provisions set forth in the Dispute Resolution policies of the Measure X Master Programs Funding Agreement (Article V, Section B).
- 2.5. Right to Conduct Audit. TAMC shall, at TAMC's expense, have the right to conduct an audit of all MST's records pertaining to the TAMC Loan and this Agreement at any time during the course of the TAMC Loan and up to a five (5) year period after completion of the Project and repayment of the TAMC Loan. If any irregularities are found as a result of an audit, MST shall reimburse TAMC for the cost of the audit.

### SECTION III Mutual Covenants

- 3.1. Term. This Agreement shall remain in effect until discharged or terminated as provided in Section 3.2.
- 3.2. Discharge. This Agreement shall be subject to discharge as follows:
  - 3.2.1. Termination by Mutual Consent. This Agreement may be terminated at any time by mutual consent of the parties, but only upon immediate repayment of any outstanding balance (including accrued interest) of the TAMC Loan.
  - 3.2.2. Discharge Upon Completion of Project and Full Repayment of TAMC Loan. Except as to any rights or obligations which survive discharge as specified in Section 3.14, this Agreement shall be discharged, and the parties shall have no further obligation to each other under this Agreement, upon full repayment of the TAMC Loan, including accrued interest, as certified by TAMC.
- 3.3. Indemnity. It is mutually understood and agreed, relative to the indemnification of TAMC and MST:
  - 3.3.1. MST shall fully defend, indemnify and hold harmless TAMC, its Board and Board members and any officer, agent or employee of TAMC, against any damage or liability occurring by reason of anything done or omitted to be done by MST under the Loan Agreement. It is also fully understood and agreed that, pursuant to Government Code Section 895.4, MST shall fully defend, indemnify and hold TAMC, its Board and Board members, its officers, agents and employees, harmless from any liability imposed for injury as defined by Government Code Section 810.8 occurring by reason of anything done or omitted to be done by MST under this Agreement or in connection with any work, authority, or jurisdiction delegated to MST or funded by MST in connection with this Agreement.
  - 3.3.2. TAMC shall fully defend, indemnify and hold harmless MST, its elected officials, officers, employees and agents, against any damage or liability occurring by reason of anything done or omitted to be done by TAMC under or in connection with any obligation agreed to by TAMC under the Loan Agreement.
- 3.4. Liability. As TAMC is only a lender under this Loan Agreement, and not the primary or responsible agency for carrying out the duties of MST. TAMC is not liable for any loss, cost, liability, damage, claim, lien, action, cause of action, demand or expense which may arise as a result of the acts or omissions of MST or its agents, contractors, consultants, engineers, or representatives. Nor shall TAMC be liable for any loss, cost, liability, damage, claim, lien, action, cause of action, demand or expense which may arise as a result of TAMC's provision of funds which may be utilized by MST pursuant to this Loan Agreement.
- 3.5. Notices. Any notice which may be required under this Agreement shall be in writing and shall be given by personal service, or by first class or certified, with postage prepaid, to the

addresses set forth below:

TAMC  
Debra L. Hale  
Executive Director  
55B Plaza Circle  
Salinas, California 93901

MONTEREY-SALINAS TRANSIT  
Carl Sedoryk  
Executive Director  
19 Upper Ragsdale Drive, Ste. 200  
Monterey, California 93940

Either party may change its address by giving notice of such change to the other party in the manner provided in this Section 3.5. All notices and other communications shall be deemed communicated as of actual receipt or after the second business day after deposit in the United States mail.

- 3.6. Additional Acts and Documents. Each party agrees to do all such things and take all such actions, and to make, execute and deliver such other documents and instruments, as shall be reasonably requested to carry out the provisions, intent and purpose of the Loan Agreement.
- 3.7. Integration. This Loan Agreement represents the entire agreement of the parties with respect to the subject matter hereof. No representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein.
- 3.8. Amendment. This Loan Agreement may not be changed, modified or rescinded except in writing, signed by all parties hereto, and any attempt at oral modification of this Agreement shall be void and of no effect.
- 3.9. Independent Agency. MST undertakes its obligations under this Agreement as an independent agency and TAMC is also an independent agency under the Agreement. None of MST's agents or employees shall be agents or employees of TAMC and none of TAMC's agents or employees shall be agents or employees of MST.
- 3.10. Assignment. The Agreement may not be assigned, transferred, hypothecated, or pledged by any party without the express written consent of the other party.
- 3.11. Binding on Successors. This Agreement shall be binding upon the successor(s), assignee(s) or transferee(s) of TAMC or MST, as the case may be. This provision shall not be construed as an authorization to assign, transfer, hypothecate or pledge this Agreement other than as provided above.
- 3.12. Severability. Should any part of this Loan Agreement be determined to be unenforceable, invalid, or beyond the authority of either party to enter into or carry out, such determination shall not affect the validity of the remainder of this Agreement which shall continue in full force and effect; provided that, the remainder of this Loan Agreement can, absent the excised portion, be reasonably interpreted to give effect to the intentions of the parties.

- 3.13. Counterparts. This Loan Agreement may be executed in one or more counterparts and shall become effective when one or more counterparts have been signed by all of the parties; each counterpart shall be deemed an original but all counterparts shall constitute a single document.
- 3.14. Survival. The following provisions in this Loan Agreement shall survive discharge:
- 3.14.1. MST. As to MST, the following section shall survive discharge: Section 1.8 (obligation to provide copies and retain records for the stated period).
- 3.14.2. TAMC. As to TAMC, the following section shall survive discharge for a period of 5 years: Section 2.5 (right to conduct audit).
- 3.14.3. Both Parties. As to both parties, the following sections shall survive discharge: Section 3.3. (Indemnity) and Section 3.4 (Liability) until the expiration of all relevant statutes of limitation.
- 3.15. Applicable Law. This Loan Agreement shall be governed by, and construed and enforced in accordance with the laws of the State of California.
- 3.16. No Continuing Waiver. The waiver by any party of any breach of any of the provisions of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of the same, or of any other provision of this Loan Agreement.
- 3.17. No Rights in Third Parties. Nothing in this Loan Agreement, express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any third party, nor is anything in this Agreement intended to relieve or discharge the obligation or liability of any third party to any party to this Agreement, nor shall any provision of this Agreement give any third party any right of subrogation or action over or against any party to this Agreement.
- 3.18. Signatory's Warranty. Each party warrants to each other that he or she is fully authorized and competent to enter into this Loan Agreement in the capacity indicated by his or her signature and agrees to be bound by this Agreement as of the day and year first mentioned above upon the execution of this Agreement by each other party.

**IN WITNESS WHEREOF**, the undersigned parties have executed this Agreement as of the day and year first written above.

MONTEREY SALINAS TRANSIT DISTRICT	TRANSPORTATION AGENCY FOR MONTEREY COUNTY:
By: _____ Carl Sedoryk Executive Director	By: _____ Debra L. Hale Executive Director
APPROVED AS TO FORM:	APPROVED AS TO FORM:
By: _____ David Laredo District Counsel	By: _____ Kathryn Reimann Agency Counsel

DRAFT

**EXHIBIT A**

**ELIGIBLE COSTS:** MST Cash-Flow Loan [MST schedule of anticipated expenses]

DRAFT



## **EXHIBIT B**

### **LOAN TERMS AND REPAYMENT SCHEDULE**

Project Name: MST Cash-Flow Loan

Project Contact: Carl Sedoryk, Executive Director

Loan Amount: \$3,000,000

Annualized Interest Rate: 2.5% annualized fixed interest rate until such time that the Monterey County Pool Quarterly Rate rises above 2.0% annualized interest rate, at which point the interest rate will be variable, tied to the Monterey County Pool Quarterly Rate plus 50 basis points, only becoming fixed again at 2.5% when the Monterey County Pool Quarterly Rate drops below 2.0%. Interest shall begin to accrue upon initial disbursement of Loan proceeds and shall be based only on the amounts disbursed and outstanding.

Repayment Source: Any funds available to MST, with pledge of Transportation Development Act funds.

TAMC will calculate the interest on the loan monthly based on the remaining balance.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Stefania Castillo, Transportation Planner  
**Meeting Date:** February 27, 2019  
**Subject:** **Bicycle and Pedestrian Committee - Cal State Monterey Bay Nominee**

### **RECOMMENDED ACTION:**

**APPROVE** the appointment of Matthew S. McCluney to serve as California State University, Monterey Bay's main representative on the TAMC Bicycle and Pedestrian Advisory Committee.

### **SUMMARY:**

The Board appoints members of the public on an as-needed basis to serve on the Bicycle and Pedestrian Facilities Advisory Committee to advise staff on bicycle and pedestrian transportation issues and make recommendations to the TAMC Board.

### **FINANCIAL IMPACT:**

The item has no financial impact to the TAMC budget.

### **DISCUSSION:**

The TAMC Bicycle and Pedestrian Facilities Advisory Committee is composed of volunteer residents who meet monthly with Agency staff to provide input to the TAMC Board on active transportation projects and programs. The Committee also provides input to local jurisdictions and Caltrans on bike and pedestrian infrastructure projects. The Committee has most recently led the effort to help shape the content and prioritization of projects in the Monterey County Active Transportation Plan and assisted staff with the annual May Bike Month campaign.

Matthew S. McCluney is being nominated by Kathleen Ventimiglia, Director for Campus Planning and Development, to represent CSUMB on the TAMC Bicycle and Pedestrian Committee. Mr. McCluney is an active advocate for bicycling and walking in the area. His role as Campus Planner regularly involves engagement with regional agencies to further shared interests in smart growth. Mr. McCluney is passionate and focused on matters of sustainable transportation and shares a responsibility with his colleagues to participate in discussions and projects that further the campus' connectivity to the region. Mr. McCluney is also a member of the TAMC Technical Advisory Committee, the Monterey Bay Economic Partnership Transportation Sub-Committee, and the FORTAG Stakeholder Committee.

Committee vacancies remain for: Gonzales, Marina, Monterey, Sand City and Soledad. Staff requests that Board members in these areas recruit interested individuals and refer them to staff for more information.

**WEB ATTACHMENTS:**

[CSUMB Matthew S. McCluney BPC Application and Nomination](#)



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Stefania Castillo, Transportation Planner  
**Meeting Date:** February 27, 2019  
**Subject:** **Local Transportation Fund Apportionments**

### **RECOMMENDED ACTION:**

**ADOPT** Resolution 2019-02 apportioning \$18,000,000 in Fiscal Year 2019-20 Local Transportation Funds to Monterey-Salinas Transit and TAMC, as specified.

### **SUMMARY:**

The Transportation Agency is responsible for administering Local Transportation funds in Monterey County pursuant to the California Transportation Development Act. The Local Transportation Fund is a designated source of funding for planning, bicycle and pedestrian projects and public transit. Each February, the Agency apportions (i.e. estimates) the funds expected to be available in the next fiscal year, so that Monterey-Salinas Transit can budget for the coming year, and distributes the funds in June.

### **FINANCIAL IMPACT:**

Staff estimates a total of \$18,000,000 in Local Transportation Fund revenues will be available for eligible uses in Fiscal Year 2019-20. This represents a 9% increase over the Agency's Fiscal Year 2018-19 \$16,500,000 estimate. Staff has based its estimate on the annual analysis of sales tax deposits prepared by the Monterey County Controller.

According to the adopted formula, the proposed allocation is:

- \$16,749,685 to Monterey-Salinas Transit, for public transit services;
- \$908,485 to TAMC for administration and transportation planning activities;
- \$341,830 to TAMC for its TDA 2% bike/pedestrian facilities competitive fund.

### **DISCUSSION:**

The State of California created the Local Transportation Fund in 1971 with the passage of the Transportation Development Act. The State Board of Equalization returns to the County one quarter of a percent of the retail sales tax collected in Monterey County for allocation by the Transportation Agency to member jurisdictions for the following eligible uses in the priority order described below:

1. fund administration
2. transportation planning
3. pedestrian and bicycle facilities
4. rail passenger service
5. public transit
6. special group transportation service
7. repair, maintenance, and construction of local streets and roads.

The Monterey County Auditor-Controller retains the Local Transportation Funds in a trust fund, pays claims and deposits monthly sales tax revenue from the State based on direction from the Transportation Agency. The Agency's responsibilities as the Local Transportation Fund administrator include notifying the jurisdictions of the funds available, approving annual fund allocations, processing claims, submitting an annual financial audit to the state, and submitting a performance audit of transit operations and the Agency's administrative functions on a triennial basis.

The Transportation Agency is required to estimate and apportion Local Transportation Funds every February by resolution. Apportionments for Fiscal Year 2019-20 are identified in Resolution 2019-02, which is included as an **attachment**. The Agency first apportions Local Transportation Funds for administration, planning and programming from the total estimate pursuant to the Transportation Development Act and the Agency's bylaws. These funds are included in the Agency's annual operating budget.

Article 3 of the Transportation Development Act next directs the Agency to apportion 2% of the estimated fund total for countywide bicycle and pedestrian projects. The Agency typically allocated funding through the TDA 2% program in three-year cycles. Allocation recommendations for the TDA 2% funds will be brought back to the Board of Directors at a future meeting.

The remaining funding is apportioned to member jurisdictions based on population, as reported by the Department of Finance. Monterey County cities allocate their apportionments to support Monterey-Salinas Transit pursuant to California Assembly Bill 644, which established the countywide district effective July 1, 2010. This legislation also directs the Agency to apportion funds to MST based on the percentage of the County population residing within 3/4 mile of MST fixed routes. The unmet needs finding adopted by the Board in 2010 allowed MST to claim all available funds to support public transit operations as an unmet need.

Now that all available funds support public transit, the Agency is no longer required to adopt a finding on unmet transit needs. Instead, the Agency collects comments on unmet transit needs and seeks input from the MST Mobility Advisory Committee, the designated Social Services Advisory Council. The process now serves as a public input tool for MST's short and long-term transit service planning and improvements. The Board will receive the final list of unmet transit needs comments in June prior to making allocations for the beginning of the 2019/20 fiscal year.

**ATTACHMENTS:**

□ Resolution 2019-02 Local Transportation Fund Apportionment FY2019-20

**RESOLUTION NO. 2019-02  
OF THE  
TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)**

***APPORTIONMENT OF LOCAL TRANSPORTATION FUNDS (LTF)  
FOR FISCAL YEAR 2019-20 IN THE AMOUNT OF \$18,000,000***

**WHEREAS**, as the Local Transportation Commission, one of the duties of the Transportation Agency for Monterey County (TAMC) is to administer the provisions of the Transportation Development Act in apportioning Local Transportation Funds for: 1) Fund administration and transportation planning activities; 2) the Transportation Development Act 2% program for bicycle and pedestrian projects pursuant to Article 3 of that law, and 3) to the Cities, County, and Monterey-Salinas Transit pursuant to Article 4 of that law;

**WHEREAS**, said apportionments include new revenues estimated for Fiscal Year 2019-20;

**WHEREAS**, California Assembly Bill 644 established the Monterey-Salinas Transit District, which includes the cities of Carmel-by-the-Sea, Del Rey Oaks, Marina, Monterey, Pacific Grove, Salinas, Seaside, Sand City, Gonzales, Soledad, Greenfield, and King City effective July 1, 2010, and which will have first call on the Local Transportation Funds apportioned to those jurisdictions for public transit;

**WHEREAS**, pursuant to California Assembly Bill 644 the MST District has first call on the Local Transportation Funds apportioned to the County of Monterey for the unincorporated population within three quarters of a mile of the MST fixed transit routes in the unincorporated area; and

**WHEREAS**, the Transportation Agency for Monterey County's 2010 finding on unmet transit needs authorizes Monterey-Salinas Transit to claim any remaining Local Transportation Funds to support existing public transit operations as an unmet transit need.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

Fiscal Year 2019-20 Local Transportation Funds are apportioned as follows:

Fund Administration & Transportation	\$ 908,485	
Planning Activities		
2% Pedestrian and Bicycle	\$ 341,830	
Monterey-Salinas Transit:		
City of Carmel-by-the-Sea	\$141,697	
City of Del Rey Oaks	\$63,933	
City of Gonzales	\$324,466	
City of Greenfield	\$680,407	
City of King	\$562,251	
City of Marina	\$847,307	
City of Monterey	\$1,070,205	
City of Pacific Grove	\$591,724	
City of Salinas	\$6,113,123	
City of Sand	\$14,888	
City of Seaside	\$1,294,916	
City of Soledad	\$657,622	
County of Monterey	\$2,213,184	
County Unincorporated Other	\$2,173,963	
<b>MST Subtotal:</b>		<b>\$16,749,685</b>
<b>TOTAL FY 2019-20</b>		<b>\$18,000,000</b>
<b>APPORTIONMENTS</b>		

**PASSED AND ADOPTED** by the Transportation Agency for Monterey County, State of California this 27<sup>th</sup> day of February 2019, by the following votes:

**AYES:**

**NOES:**

**ABSENT:**

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**ROBERT HUITT, CHAIR**  
**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**

**ATTEST:**

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**DEBRA L. HALE, EXECUTIVE DIRECTOR**  
**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Ariana Green, Associate Transportation Planner  
**Meeting Date:** February 27, 2019  
**Subject:** My Town Children's Transportation Safety Exhibit

### **RECOMMENDED ACTION:**

#### **My Town Children's Traffic Safety Exhibit:**

1. **APPROVE** the use of Measure X Safe Routes to School funds in an amount not-to-exceed \$87,500 for the design, fabrication, installation and operation of a traveling children's transportation safety exhibit; and
2. **AUTHORIZE** the Transportation Agency's executive director to execute an agreement (subject to legal counsel approval) with the Monterey Youth Museum for the development and presentation of the exhibit.

### **SUMMARY:**

The My Town children's exhibit will provide free educational opportunities for children and their families in Salinas and future locations in Monterey County. Children will learn valuable traffic safety skills and adults will learn about local and regional transportation resources. The first My Town location will be at the Cal State Monterey Bay - Steinbeck Center in Salinas and will be open May - August 2019.

### **FINANCIAL IMPACT:**

The transportation elements of the My Town exhibit will be funded with \$87,500 of Measure X Safe Routes to School money. The non-transportation components of the exhibit will be funded by other exhibit partners.

### **DISCUSSION:**

The MY Town exhibit will provide an exceptional children's museum experience through a neighborhood playscape with a library, store, streets and other elements of vibrant and healthy communities. My Town will be free to the public and include unique opportunities to teach traffic safety skills to young children and engage parents, guardians and other members of the community in thinking about safe routes to school. Exhibit materials and educational programs will be provided in both English and Spanish to serve a diverse audience reflective of Monterey County.

The Measure X Safe Routes to School Program is aimed at developing better infrastructure for students traveling to and from school, educating children and the surrounding community how to safely walk and bike, and encouraging children to use active transportation that will lead to a healthier lifestyle. The My Town exhibit will help to meet the following two goals of the Measure X Safe Routes to School program:

- All children in Monterey County receive pedestrian and bicycle safety education by 5th grade; and
- Parents, guardians, teachers, school staff and surrounding neighborhood community are educated on safe driving, bicycling and walking in support of safe routes to school efforts.

Monterey Youth Museum will develop the Exhibit in coordination with TAMC staff, CSUMB Steinbeck Center, and other community partners including Monterey County First 5, Monterey County Libraries, and Hijos del Sol Art Production. Monterey Youth Museum will also staff the exhibit and store the exhibit pieces when not in use. The attached draft Agreement outlines the roles and responsibilities of TAMC and Monterey Youth Museum. Other partners are expected to work with the Youth Museum to bring the exhibit to various locations.

The Exhibit is estimated to draw over 17,000 people over the three months at its first location in the CSUMB - Steinbeck Center in Salinas. The Exhibit will provide continuous programming for children every week with opportunities for adult workshops several times per month on topics such as: How to organize a Walk/Bike to School Event, Volunteer Crossing Guard Training; and, How to Start a Walking School Bus. In addition to the regular MY Town Exhibit program there will be special community engagement opportunities in conjunction with the existing First Friday of the month activities in downtown Salinas. The My Town First Friday event will offer free food to community members, fun family-friendly activities and information about TAMC projects and programs, and information on local transportation resources. Existing First Friday events at the CSUMB - Steinbeck Center draw between 1,000 - 5,000 visitors, and similar levels of participation are expected through the duration of the MY Town exhibit.

The MY Town exhibit will debut at the CSUMB - Steinbeck Center in Salinas during Bike Month, May 2019, and will run through the first Friday in August. After August, the My Town exhibit will move to at least one other location in Monterey County within a 2 year timeframe. Interested cities with display space are encouraged to contact TAMC staff to host the My Town exhibit.

**ATTACHMENTS:**

- MYTown TAMC Budget

**WEB ATTACHMENTS:**

[MYTownPlaybook](#)

<b>MY Town</b>		
<b>2018-19 Operating Budget</b>		
		<b>2019</b>
		<b>Budget</b>
<b>INCOME:</b>		
	Unrestricted Donations/Sponsorships:	
	Measure X SRTS	87,500.00
	Foundations/Organizations/Corporate	
<b>TOTAL INCOME</b>		87,500.00
<b>EXPENSES:</b>		
	Exhibit Capital Expences:	
	<b>Flooring</b>	35,000.00
	<b>Bike Shop</b>	1,000.00
	Additional Exhibits/Props - transportation	5,000.00
	Murals/Signage/transportation	5,000.00
	Installation	5,000.00
	Design	3,000.00
	Operating Expences:	
	Traffic Safety Consultant	Existing Contract
	Liability Insurance	Donated (CSUMB)
	Janitorial	Donated (CSUMB)
	Marketing, Publicity & Advertising	2,000.00
	Meeting Expenses	250.00
	Miscellaneous	250.00
	Office Expense/Supplies	5,000.00
	Personnel	20,000.00
	Rent - Storage	2,000.00
	Restoration, Repairs & Maintenance	3,000.00
	Utilities	Donated (CSUMB)
	Volunteer Program/ Expences	1,000.00
<b>TOTAL EXPENSES</b>		87,500.00
<b>NET INCOME</b>		-



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Theresa Wright, Community Outreach Coordinator  
**Meeting Date:** February 27, 2019  
**Subject:** **Annual Report Printing and Mailing Assistance**

### **RECOMMENDED ACTION:**

**AUTHORIZE** the Executive Director to execute an agreement between the Transportation Agency and Pacific Standard Press to print, prepare and deliver the Agency's 2017-2018 Annual Report to the US Postal Service in an amount not to exceed \$35,500.

### **SUMMARY:**

The Annual Report is a public outreach tool that the Transportation Agency produces each year to highlight its accomplishments and goals for the following year. The report is distributed to Monterey County residents and posted on the Transportation Agency's website. This year's annual report will include the Measure X annual report prepared by the Oversight Committee.

### **FINANCIAL IMPACT:**

The Agency has included \$70,000 in the FY18/19 budget to design, print, translate and distribute the 2017-2018 Annual Report.

### **DISCUSSION:**

The objective of the 2017-2018 Transportation Agency Annual Report is to increase awareness of the Transportation Agency's presence in Monterey County and build upon the Agency's reputation of trust and fiscal responsibility.

The primary focus of this year's report will be the Transportation Agency's accomplishments in fiscal year 2017-2018. The emphasis will be projects and programs funded by Measure X and it will include the independent audit report conducted by the Measure X Citizens Oversight Committee. The annual report will also provide a look forward on next year's transportation programs/projects.

Staff solicited bids from three vendors to print, prepare and deliver the 2017-2018 Annual Report to the United States Postal Services for mailing. Each was asked to submit a quote to print 156,000 copies for the annual report using 80# recycled velvet book paper stock. The vendors who submitted

bids are PrintWorks Solutions, located in Salinas, Southwest Offset Printing, located in San Jose and Pacific Standard Press located in Sacramento.

The following vendors responded as specified in the bid request:

- PrintWorks Solutions - \$45,656
- Pacific Standard Press- \$35,368

The third vendor, Southwest Offset Printing, submitted the lowest bid at \$24,886. However, their response did not meet the specifications of the bid request. They provided a quote to print 155,000 copies on a different stock of paper. Additionally, the service they provided during the bidding process was slower and less detail-oriented than the others. For these reasons, their quote is deemed to be non-responsive.

Based upon the bids provided, staff is seeking authorization for the Transportation Agency's Executive Director to execute an agreement with Pacific Standard Press to print, prepare and deliver the 2017-2018 Annual Report to the US Postal Service in an amount not to exceed \$35,500.



***Memorandum***

**To:** Board of Directors  
**From:** Theresa Wright, Community Outreach Coordinator  
**Meeting Date:** February 27, 2019  
**Subject:** Measure X Citizens Oversight Committee Appointments

**RECOMMENDED ACTION:**

**APPROVE** the appointment of Manuel Valencia to serve as the alternate Latino organization representative Rick Heuer to serve as the alternate representative for the Monterey Peninsula Taxpayers Association on the Measure X Transportation Safety & Investment Plan Citizens Oversight Committee.

**SUMMARY:**

The Transportation Safety & Investment Plan's policies call for the formation of a Citizens Oversight Committee representing a diverse range of community interests. Representatives of these interests must be nominated by their organizations and appointed to serve on the Citizens Oversight Committee by the Transportation Agency's Board of Directors.

**FINANCIAL IMPACT:**

The Transportation Safety & Investment Plan, approved by voters on November 8, 2016, is anticipated to generate an estimated \$600 million over thirty years through a retail transactions and use tax of a three-eighths' of one-percent (3/8%). This funding will make a significant dent in the billions of dollars in unmet road repair needs and regional road safety and mobility project needs and, in some cases, will help get transportation projects off the ground sooner than planned.

**DISCUSSION:**

In accordance with the Policies & Project Descriptions for the Transportation Safety & Investment Plan, a Citizens Oversight Committee representing a diverse range of community interests was formed within 6 months of voter approval of Measure X.

Members and their alternates were nominated by the bona fide organization they are representing. Additional members were appointed by the Transportation Agency Board of Directors to assure that a broad range of geographic and stakeholder interests are represented on the committee.

Members of the Citizens Oversight Committee were appointed by the Transportation Agency Board of Directors on March 22, 2017. Initial terms were staggered, with half of the committee members serving a 2-year term, and the other half serving a 3-year term, as specified by the Transportation Agency.

This report seeks the Board's approval to appoint the following individuals nominated to fill two vacant positions on the Measure X Citizens Oversight Committee:

- Manuel Valencia, a member of LULAC Salinas Council #2055, to serve as the alternate Latino organization representative for a 3-year term.
- Rick Heuer, President of the Monterey Peninsula Taxpayers Association, to serve as the alternate representative for the organization for a 2-year term.



## *Memorandum*

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant  
**Meeting Date:** February 27, 2019  
**Subject:** **Correspondence**

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### **RECOMMENDED ACTION:**

**RECIEVE** correspondence to and from TAMC for the month of February 2019.

### **WEB ATTACHMENTS:**

- [February 4, 2019 letter to Craig Malin, City Manager, City of Seaside, re: Family Justice Center Feasibility Study and Fort Ord Regional Trail and Greenway Project](#)
- [February 7, 2019 statement of the Honorable Peter A. DeFazio at the Committee on Transportation and Infrastructure hearing on "The cost of doing nothing: why investing in our nation's infrastructure cannot wait"](#)
- [February 8, 2019 letter to David Caneer, re: Response to Request to Widen Highway 1 as Alternative to G12 Corridor Improvements](#)
- [February 11, 2019 letter from Villa Del Monte Neighborhood Association, re: FORTAG](#)
- [February 15, 2019 News Release from the American Public Transportation Association \(APTA\), "FY 2019 Public Transportation Funding is Great News for the Nation's Commuters and Communities"](#)



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

***Memorandum***

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant  
**Meeting Date:** February 27, 2019  
**Subject:** TAMC Committee Minutes

**RECOMMENDED ACTION:**

**ACCEPT** draft minutes of the Transportation Agency Committees:

- [Technical Advisory Committee](#) - no meeting this month
- Rail Policy Committee - No meeting this month
- Executive Committee - February 6, 2019
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - February 6, 2019
- [Excellent Transportation Oversight Committee](#) - no meeting

**ATTACHMENTS:**

- Executive Committee Draft Minutes of February 6, 2019

**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 are: Robert Huitt (Chair),  
Luis Alejo (1<sup>st</sup> Vice Chair), Ed Smith (2<sup>nd</sup> Vice Chair),  
John Phillips (Past Chair),  
Mary Adams (County representative), Michael LeBarre (City representative)*

**Wednesday, February 6, 2019**

\*\*\* 9:00 a.m. \*\*\*

Transportation Agency Conference Room  
55-B Plaza Circle, Salinas

<b>EXECUTIVE COMMITTEE</b>	<b>JUN 18</b>	<b>AUG 18</b>	<b>SEPT 18</b>	<b>OCT 18</b>	<b>NOV 18</b>	<b>JAN 19</b>	<b>FEB 19</b>	<b>MAR 19</b>	<b>APR 19</b>	<b>MAY 19</b>	<b>JUN 19</b>
Luis Alejo, <b>1<sup>st</sup> Vice Chair</b> Supr. Dist. 1 (L. Gonzales)	P(A)	P	P	P(A)	P(A)	P(A)	P				
Michael LeBarre, <b>City Representative</b> King City (C. DeLeon)	P	P	P	E	P	P	P				
Robert Huitt, <b>Chair</b> Pacific Grove (D. Gho)	P(A)	P	P	P	P	P	P				
John Phillips, <b>Past Chair</b> Supr. Dist. 2 (J. Stratton)	P	P(A)	P	P	P	P	P				
Mary Adams, <b>County Representative</b> Supr. Dist. 5 (Y. Anderson)	P	P(A)	P	P	P		P				
Ed Smith, <b>2<sup>nd</sup> Vice Chair</b> Monterey (A. Renny)	E	P	P	P	E	P	E				

- 1. CALL TO ORDER:** Chair Huitt called the meeting to order at 9:00 a.m. He welcomed new appointed Committee members Adams and LeBarre. Alternate Linda Gonzales represented Supervisor Alejo until he arrived; Committee members Alejo and Phillips arrived after the consent agenda was approved.

Staff present: Goel, Hale, Muck, Rodriguez, Watson and Zeller.  
Others present: Agency Counsel Kay Reimann.

- 2. PUBLIC COMMENTS:** None.

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### **3. CONSENT AGENDA:**

On a motion by Committee alternate Gonzales and seconded by Chair Huitt, the committee voted 2-0 to approve the consent agenda, with Adams and LeBarre abstaining.

- 3.1** Approved minutes from the Executive Committee meeting of January 9, 2019.

### **END OF CONSENT**

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### **4. DRAFT OVERALL WORK PROGRAM AND BUDGET**

On a motion by Committee member Alejo and seconded by Phillips, the committee voted 5-0 to recommend that the Board:

1. Authorize Executive Director to submit the draft fiscal year 19/20 budget and Overall Work Program to federal and state funding agencies for initial review; and
2. Recommend that the Board provide direction and guidance to staff on the three-year budget for fiscal years 19/20 through 21/22, and the Overall Work Program for fiscal year 19/20; and
3. Recommend that the Board Direct the Executive Director to bring the final three-year budget and one-year Overall Work Program back to the Board on May 22, 2019 for approval.

Todd Muck, Deputy Executive Director reported how the Overall Work Program and Budget reflect each other. The Work Program describes the activities to be accomplished during the fiscal year starting July 1, 2019 and ending June 30, 2020. He noted that Overall Work Program is broken into 30 elements, half of them standard every year, while the other half are related to long- or short-term projects. New items for 2019/20 include initiation of the Regional Conservation Investment Strategy and implementation of a new Active Transportation Program traffic gardens program. He provided a brief update on the SR 156 – Castroville Blvd interchange and SR 68 corridor projects.

Rita Goel, Director Finance & Administration, presented the draft budget for the three-year period from July 1, 2019 to June 30, 2022. She reported that the Agency budget is funded by federal, state, and local funds, including 1% revenues for Measure X administration (since November 2016). The Agency Budget separates expenditures into two parts: operating and direct programs. The operating expenditures includes salaries and benefits, materials and supplies, and equipment. The direct program expenditures include project specific delivery, outside consultants, and contracts. She noted that the Agency expects to have enough revenues and reserves to cover operations and the planned activities in the proposed Overall Work Program.

**5. TAMC DRAFT AGENDA FOR FEBRUARY 27, 2019**

Executive Director Hale reviewed the highlights of the draft regular and consent agenda for the TAMC Board meeting of February 27, 2019. She noted that:

- The Board will begin the meeting with presentation to the Employee of the Quarter and recognition to Lynn Terry for ten years of service.
- The Board will hold a public hearing on Unmet Transit Needs
- The Board will hold a closed session regarding rail acquisition.
- The Board will be asked to authorize the Executive Director to submit the draft fiscal year 2019/20 budget and overall work program to state funding agencies for initial review

After review of the consent agenda, Committee members asked to move the action item on *Dockless Bike/Scooter Shared Mobility Program - Recommended Policies and Sample Ordinance* to the regular agenda. The Committee also agreed to keep the bylaws action item on the agenda rather than delaying it one month so that the Rail Policy Committee could review it, since all the RPC members sit on TAMC and were able to review the bylaws amendment at the Board meeting in January.

**6. ANNOUNCEMENTS**

None this month.

**7. ADJOURNMENT**

Chair Huitt adjourned the meeting at 10:03 a.m.