



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

BOARD OF DIRECTORS

Wednesday, June 24, 2020

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

REMOTE CONFERENCING ONLY

There will be NO physical location of the meeting.

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

Join Zoom Meeting online at: <https://zoom.us/j/446951513>

OR

Via Zoom app: Meeting ID: 446 951 513

OR

By teleconference at: +1 669 900 6833, Code: 446 951 513

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

1. QUORUM CHECK – CALL TO ORDER

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

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

PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENTS

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

meeting, and such comments will be distributed to the Board before the meeting.

3. CONSENT AGENDA

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

- 4. PRESENT** a Certificate of Appreciation to Aileen Loe, Caltrans District 5 Deputy Director for Planning and Local Assistance.

-Alejo

Ms. Loe has served as an ex officio member of the Transportation Agency for over 14 years. Aileen manages the Division of Transportation Planning and Local Assistance for the State Department of Transportation in Caltrans District 5. She is also responsible for the District's Sustainability efforts and is an avid bicyclist. She will be retiring from Caltrans as of June 30, 2020.

5. State Route 156 Multimodal Corridor Plan

- 1. RECEIVE** presentation on State Route 156 Multimodal Corridor Plan; and
- 2. DETERMINE** that approval of the State Route 156 Multimodal Corridor Plan is exempt from the California Environmental Quality Act (CEQA) pursuant to California Resources Code Section 21102, and CEQA Guidelines Section 15262 (feasibility plans);
- 3. APPROVE** the State Route 156 Multimodal Corridor Plan.

- Jacobsen

Efforts have been underway to plan improvements along the State Route 156 West Corridor for decades. Staff developed the State Route 156 Multimodal Corridor Plan with the intent of presenting an integrated analysis of mode-specific plans along the corridor with the intent to document the eligibility of the State Route 156 - Castroville Interchange for Cycle 2 (Fiscal Year 2020-21) of the Solutions for Congested Corridors Program, per the California Transportation Commissions' Adopted 2018 Comprehensive Multimodal Corridor Plan Guidelines.

- 6. RECEIVE** presentation on the Monterey County Regional Conservation Investment Strategy.

- Zeller

The Monterey County Regional Conservation Investment Strategy (RCIS) identifies conservation strategies with co-benefits to transportation infrastructure climate resiliency and public safety, and then proposes ways to implement those strategies as advance mitigation for the transportation improvements.

7. **APPROVE** evaluation form, procedure, and timeline for completing annual evaluation for Executive Director and **RECEIVE** report on transition of Counsel.

- Goel

The Agency Bylaws require an annual evaluation of the Executive Director and Counsel. However, as current Counsel Kay Reimann will be retiring in December and a new Counsel will be appointed, the Executive Committee recommended not doing the Counsel evaluation this year.

8. **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
9. **Reports on meetings attended by Board Members at Transportation Agency expense, as required by state law.**
10. **Executive Director's Report.**
11. **Announcements and/or comments from Transportation Agency members on matters that they wish to put on future Transportation Agency agendas.**
12. **ADJOURN**

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

ADMINISTRATION and BUDGET

- 3. 1.1 APPROVE** the draft minutes of the Transportation Agency for Monterey County, the Service Authority for Freeways and Expressways and the Monterey Regional Development Impact Fee Joint Powers Agency for Monterey County meeting of May 27, 2020.

- Rodriguez

- 3. 1.2 ACCEPT** the list of checks written for May 2020 and credit card statements for the months of April 2020.

- Delfino

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

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

- Goel

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

- 3. 1.4 APPROVE** attached updated Agency weighted vote table.

- Goel

In accord with Agency Bylaws, staff revised the weighted vote table based on the most current population estimate prepared by the California Department of Finance. Staff revises the weighted vote table annually when the new population estimates are available.

- 3. 1.5 RECEIVE** report on COVID-19 Protection Protocols and **APPROVE** one-time allowance for expenses incurred while telecommuting.

- Goel/Muck

Agency staff is working on COVID-19 Protection Protocols to ensure that the return-to-office after telecommuting for several months is done in a safe and healthy manner for employees and visitors. Proposed is a \$500 per employee supplies and equipment allowance for expenses incurred while telecommuting during the pandemic.

- 3. 1.6 APPROVE** budget amendment to extend into fiscal year 2020/21 the retired annuitant at .25 Full Time Equivalent, for assistance with development of the Agency's Fort Ord property.

- Hale

In the current budget year, TAMC hired Jim Cook, retired Monterey County Economic Development and Redevelopment Director, as a half-time retired annuitant to work with the agency on Fort Ord Property management and development. The recently approved Fiscal Year 2020/21 budget deleted this position, but it has become apparent that while the property management work is largely done, the development work will continue into the next fiscal year.

BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES

3. 2.1 Fort Ord Regional Trail and Greenway - SR 218 Canyon Del Rey Segment

- 1. APPROVE** the scope of work for a Request for Proposals for professional services to prepare design and right-of-way for the 1.5-mile SR 218 Canyon Del Rey Segment of the Fort Ord Regional Trail and Greenway project, subject to agency counsel approval;
- 2. AUTHORIZE** staff to publish the Request of Proposals and return to the Board with a recommendation for approval of a consultant, including the final scope of work; and
- 3. APPROVE** the use of \$600,000 in Senate Bill 1, Local Partnership Program funds, \$1,367,000 in Measure X Sales Tax funds, and \$ 1,198,000 for a total amount not to exceed \$3,165,000.

- Deal

The proposed scope of work includes surveying, engineering design, structural design, right-of-way, utility relocation, project report, bidding support, grant assistance, and public outreach workshops for the SR 218 Canyon Del Rey Segment of the Fort Ord Regional Trail and Greenway stretching 1.5 miles along the State Route 218 Canyon Del Rey corridor.

PLANNING

3. 3.1 Senate Bill 743 Vehicle Miles Traveled (VMT) Threshold Development - Request

for Proposals

1. **RATIFY** the release of a Request for Proposals for consultant services to support VMT Threshold Development for jurisdictions in Monterey County;
2. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract with Kimley-Horn Associates, subject to approval by Agency Counsel, in an amount not to exceed \$150,000 to provide region-wide support in VMT Threshold Development;
3. **APPROVE** the use of TAMC Reserves as an interim fund to pay for the services until reimbursement by participating jurisdictions is complete; and
4. **AUTHORIZE** staff to enter into reimbursement agreements with local jurisdictions for procured technical assistance for VMT Threshold Development, subject to the review and approval of Agency Counsel; and
5. **AUTHORIZE** the Executive Director to take such further actions as may be necessary to fulfill the intent of the contract, including approvals or 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.

- Jacobsen

TAMC member agencies are seeking technical assistance for development of local thresholds of significance for vehicle miles traveled attributable to new development. Use of the "VMT" metric is newly-required under the Senate Bill 743 changes to the California Environmental Quality Act (CEQA) which take effect on July 1, 2020. TAMC is administering this shared contract to provide interested jurisdictions more timely and less costly technical assistance than would otherwise be available under several individual contracts. The Request for Proposals and consultant ranking were already conducted due to the short-time frame for implementation.

3. 3.2 **RECEIVE** update on state and federal legislative activities and **ADOPT** positions on legislation.

- Watson

On June 3, the Executive Committee discussed an updated bill list and an update on state and federal legislative activities and recommended that the Board adopt positions on legislation.

PROJECT DELIVERY and PROGRAMMING

3. 4.1 Central Coast Coalition Memorandum of Understanding

1. **APPROVE** an agreement with Association of Monterey Bay Area Governments, and the regional transportation agencies for Monterey, Santa Cruz, San Benito, Santa Barbara, and San Luis Obispo counties to advocate

- transportation improvements throughout the Central Coast;
2. **APPROVE** the use of \$26,000 in local Congestion Management Program funds over 5 years for this purpose; and
 3. **AUTHORIZE** the Executive Director to make administrative changes to the agreement, subject to approval of Agency Counsel.

- Muck

The Central Coast Coalition was formed in 2010 to raise awareness of transportation issues on the Central Coast, including highlighting the importance of U.S. 101 on the Central Coast as a major economic asset to the state and nation and encouraging investment in the corridor. The Coalition seeks sustainable transportation solutions that integrate highways and local roads with central coast rail corridors, bus transit, active transportation, and goods movement in a manner that addresses the needs of small urban, suburban and rural areas of the Central Coast.

3. 4.2 **APPROVE** the appointments of Jesús Valenzuela and Andrea Manzo, to serve as the representative and alternate representative for Building Healthy Communities, Paul Arnaudo to serve as the alternate representative for the Monterey County Farm Bureau and Laurie Eavey to serve as the alternate representative for Communities for Sustainable Monterey County on the Measure X Transportation Safety & Investment Plan Citizens Oversight Committee.

- Wright

The Transportation Safety & Investment Plan Policies calls 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.

3. 4.3 Call Box Maintenance and Improvements:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute a contract with CASE Emergency Systems for an amount not to exceed \$878,025.00 to provide call box maintenance and improvements, for the period ending June 30, 2023;
2. **APPROVE** the use of \$878,025.00 in Service Authority for Freeways and Expressways funds budgeted for this purpose; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work or change the approved contract term or amount.

- Williamson

The Transportation Agency for Monterey County Service Authority for Freeway Emergencies owns and operates a system of 188 call boxes. The Agency's current contract for call box maintenance and improvement services expires on June 30, 2020. The Agency received one submittal in response to the Request for Proposals published in April 2020.

RAIL PROGRAM - No items this month

REGIONAL DEVELOPMENT IMPACT FEE - No items this month

COMMITTEE MINUTES and CORRESPONDENCE

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

- Executive Committee - draft minutes of June 3, 2020
- Rail Policy Committee- draft minutes of June 1, 2020
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - June 3, 2020
- [Technical Advisory Committee](#) - June 4, 2020
- [Excellent Transportation Oversight Committee](#) - draft minutes of May 5, 2020

- Rodriguez

3. 7.2 RECEIVE correspondence to and from TAMC for the month of June 2020.

- Rodriguez

END OF CONSENT AGENDA

ANNOUNCEMENTS

Next Transportation Agency for Monterey County meeting will be on
Wednesday, August 26, 2020

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

Important Meeting Information

Remote Meetings: On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. The public is strongly encouraged to use the Zoom app for best reception. Prior to the meeting, participants should download the Zoom app at: <https://zoom.us/download>. A link to simplified instruction for the use of the Zoom app is: <https://blog.zoom.us/wordpress/2018/07/03/video-communications-best-practice-guide/>.

Remote Meeting Public Comment: Due to current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to maria@tamcmonterey.org by 5:00pm the Monday before the meeting. Such comments will be distributed to the Board before the meeting. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair.

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

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

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

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



Memorandum

To: Board of Directors
From: Debra L. Hale, Executive Director
Meeting Date: June 24, 2020
Subject: Certificate of Appreciation for Aileen Loe, Caltrans District 5

RECOMMENDED ACTION:

PRESENT a Certificate of Appreciation to Aileen Loe, Caltrans District 5 Deputy Director for Planning and Local Assistance.

SUMMARY:

Ms. Loe has served as an ex officio member of the Transportation Agency for over 14 years. Aileen manages the Division of Transportation Planning and Local Assistance for the State Department of Transportation in Caltrans District 5. She is also responsible for the District's Sustainability efforts and is an avid bicyclist. She will be retiring from Caltrans as of June 30, 2020.

ATTACHMENTS:

- ▣ Certificate of Appreciation for Aileen Loe



CERTIFICATE OF APPRECIATION

for

AILEEN LOE

CALTRANS, DISTRICT 5

for her service to the
TRANSPORTATION AGENCY FOR MONTEREY COUNTY

WHEREAS, Aileen Loe, Deputy Director for Planning and Local Assistance, has represented Caltrans District 5 as an ex officio member to the Transportation Agency for Monterey County over 14 years, where she has faithfully updated the Agency on Caltrans activities and responded to questions and requests for action;

WHEREAS, Ms. Loe was the project manager for the Big Sur Coast Highway Management Plan, which created a coordinated effort with the Coastal Commission, National Marine Sanctuary, and the Big Sur community to develop the successful strategic doctrine of “living with landslides” where Highway 1 winds through the scenic and fragile Big Sur coast;

WHEREAS, Ms. Loe has advocated for and lead Caltrans’ participation in the development of several other collaborative transportation planning projects including:

- Highway 68 and Highway 218 Corridor Studies
- Big Sur Transportation Demand Management Plan
- District 5 Active Transportation Plan, and
- US 101 Business Plan for the Central Coast

WHEREAS, Ms. Loe has supported regional collaboration through her active participation in the US 101 Central Coast Coalition; and,

WHEREAS, Ms. Loe is an avid bicyclist who has managed Caltrans District 5’s sustainability program.

NOW, THEREFORE, BE IT DECLARED on this 24th day of June, 2020, that we congratulate Aileen Loe on her retirement from Caltrans and give our sincere appreciation for her work to improve regional transportation in Monterey County.

Luis Alejo, Chair

Debra L. Hale, Executive Director



Memorandum

To: Board of Directors
From: Madilyn Jacobsen, Transportation Planner
Meeting Date: June 24, 2020
Subject: State Route 156 Multimodal Corridor Plan

RECOMMENDED ACTION:

State Route 156 Multimodal Corridor Plan

1. **RECEIVE** presentation on State Route 156 Multimodal Corridor Plan; and
2. **DETERMINE** that approval of the State Route 156 Multimodal Corridor Plan is exempt from the California Environmental Quality Act (CEQA) pursuant to California Resources Code Section 21102, and CEQA Guidelines Section 15262 (feasibility plans);
3. **APPROVE** the State Route 156 Multimodal Corridor Plan.

SUMMARY:

Efforts have been underway to plan improvements along the State Route 156 West Corridor for decades. Staff developed the State Route 156 Multimodal Corridor Plan with the intent of presenting an integrated analysis of mode-specific plans along the corridor with the intent to document the eligibility of the State Route 156 - Castroville Interchange for Cycle 2 (Fiscal Year 2020-21) of the Solutions for Congested Corridors Program, per the California Transportation Commissions' Adopted 2018 Comprehensive Multimodal Corridor Plan Guidelines.

FINANCIAL IMPACT:

Staff developed the hybrid plan in-house utilizing Regional Planning Assistance funds identified in the Agency's Overall Work Program for Corridor Studies & Regional Roadway Planning. The Plan will position the State Route 156 Interchange at Castroville Boulevard Project to be eligible for the State's Solutions for Congested Corridor Program which has \$493,911,000 available in Cycle 2 on a competitive basis.

DISCUSSION:

The State Route 156 West Corridor Project and related improvements have been developed through a variety of planning efforts, conducted over the twenty years at both the local and state levels. Below is a list of the key corridor-level and regional documents produced (or in production) related to the corridor that were used to develop this hybrid corridor plan:

- State Route 156 Certified Environmental Document
- Level 2 Tolling Traffic and Revenue Study
- Regional Transportation Plan
- Transportation Safety and Investment Plan
- Metropolitan Transportation Plan/Sustainable Communities Strategy
- Central Coast California Freight Strategy Report
- Monterey County Active Transportation Plan
- Regional Conservation Investment Strategy
- Monterey County General Plan

In addition to corridor and regional planning documents, the hybrid plan also accounts for the California Transportation Plan, Interregional Transportation Strategic Plan, California Smart Mobility Framework, California Freight Plans, California Climate Change Scoping Plan and the California State Rail Plan.

Plan Contents:

The plan provides an overview of the history of the State Route 156 Corridor before engaging in the various related plan contents, and the corridor's relationship to state, regional and local plans. The plan provides an overview of the corridor's context by acknowledging its regional significance, demographic and community conditions, existing transportation conditions and existing safety conditions. The plan defines the project's purpose and need, building from the environmental document. Importantly, the State Route 156 Multimodal Corridor Plan provides a thorough review of the stakeholder and community outreach involved in developing the various plans integrated throughout the document. The report concludes with a chapter on the strategy of a suite of multimodal improvements along the corridor, including the State Route 156 - Castroville Boulevard interchange.

Public Outreach:

This State Route 156 Corridor plan includes a comprehensive overview of the outreach and stakeholder engagement involved in developing each of the corridor-level and regional planning documents that contributed to the development of the suite of projects in the corridor. There is a significant history of public involvement in each of the many aspects of the State Route 156 West Corridor Project: from the establishment of the Community Advisory Group in 2007 (which provided input during the environmental review process from a range of local perspectives), to the extensive set of meetings held to create the Level 2 Tolling Study and accompanying Guidelines, to public involvement in the development of the 2018 Monterey County Active Transportation Plan, to members of the Measure X stakeholder group including the Highway 156 – Castroville Boulevard improvements the Transportation Safety and Investment Plan's regional priorities.

Corridor Improvements:

The strategy for corridor improvements combines biking, walking and transit connections with a safer highway and enhanced local access. Reconstructing the interchange at Castroville Boulevard and State Route 156 will remove a traffic signal on this fast-moving highway, and create a new grade-separated interchange, with roundabouts at the approach roads. Construction of a new 4-lane alignment south of Route 156 and converting the existing road into a frontage road with bike lanes will accommodate increased volumes of truck traffic and visitors, while providing safer, multimodal access to the Oak Hills community. Construction of a new interchange at US 101 will separate local, interregional and regional traffic to allow smoother and safer traffic movements. Extension of Blackie Road to connect with Route 156 will reroute agricultural trucks around downtown Castroville and will provide access to the Planned Castroville Rail Station. Future rail service to the Castroville Station will connect passengers to the planned SURF Bus Rapid Transit service that will go to the Monterey Peninsula. New walking and bicycling infrastructure will create shorter bicycle and pedestrian crossings and slow traffic at new roundabouts, improving connections from the Castroville Bridge to low-income housing and the high school. This suite of corridor improvements will help meet the safety, congestion relief, accessibility and multimodal goals discussed throughout this corridor plan.

Next Steps:

Once the Plan has been adopted by the TAMC Board of Directors, staff will prepare a grant application for the Solutions for Congested Corridor Program to fund the State Route 156 Castroville Boulevard Interchange.

ATTACHMENTS:

- Executive Summary

WEB ATTACHMENTS:

EXECUTIVE SUMMARY

State Route 156 West (“Route 156”) is one of the major thoroughfares used by residents, commuters, tourists, and commercial trucks traveling to and from the Monterey Peninsula. As a result, more than 39,000 vehicles travel along this route each weekday, and the Route experiences periods of heavy congestion, especially on weekends. This two-lane conventional highway can no longer accommodate this amount of traffic, especially when impacted by the confluence of commute traffic, tourism and agricultural goods movement.

With concerns about congestion and maintaining safety, Route 156 has been identified by the California Department of Transportation (Caltrans) and the Transportation Agency for Monterey County (TAMC) as one of the key transportation corridors that must be



addressed. The State Route 156 West Corridor Improvement Project will construct a new four-lane expressway parallel to the existing route, with new interchanges constructed at Castroville Boulevard and at U.S. 101. The current two-lane highway will be converted into a frontage road that will provide safer community access, including for active transportation modes. The result will be improved safety and traffic flow in the area.

TAMC initiated this corridor study to address safety and congestion conditions experienced along Route 156. Over the past 20 years, TAMC and Caltrans have been studying, evaluating, and planning for multimodal transportation solutions for the corridor. This integrated multimodal plan incorporates corridor-level plans, such as the Environmental Impact Report and Level 2 Traffic and Tolling Study; regional plans, including the Regional Transportation Plan and Transportation Safety and Investment Plan; and statewide plans, such as the California Transportation Plan and Interregional Transportation Strategic Plan.

This State Route 156 Corridor plan includes a comprehensive overview of the outreach and stakeholder engagement involved in developing each of the corridor-level and regional planning documents that contributed to the development of the State Route 156 West

Corridor project. There is a significant history of public involvement in each of the many aspects of the State Route 156 Corridor concepts: from the establishment of the Community Advisory Group in 2007 (which provided input during the environmental review process from a range of local perspectives), to the extensive set of meetings held to create the Level 2 Tolling Study and accompanying Guidelines, to public involvement in the development of the 2018 Monterey County Active Transportation Plan, to members of the Measure X stakeholder group including the Highway 156 – Castroville Boulevard improvements the Transportation Safety and Investment Plan’s regional priorities.

Goals of the State Route 156 Corridor include enhancing safety for all modes, supporting safe walking and biking, and fostering access to low-income housing and nearby communities. Serving as a major freight corridor, Route 156 needs to provide congestion relief not only for interregional visitor and commuter traffic, but also to support the movement of agricultural goods – the region’s top industry. Travelers living along the corridor, including residents of the low-income Moro Coho mobile home park and students at North Monterey County High School, need improved access to these destinations from downtown Castroville – whether it be on foot or via bicycle, bus or car. This State Route 156 Multimodal Corridor Plan defines a multimodal, phased strategy of safety improvements, congestion relief and local road access enhancements that were developed by Caltrans, the Transportation Agency, and the County of Monterey in consultation with and the businesses and residents of the local community and the region.

The strategy for corridor improvements combines biking, walking and transit connections with a safer highway and enhanced local access. Reconstructing the interchange at Castroville Boulevard and State Route 156 will remove a traffic signal from this fast-moving highway, and create a new grade-separated interchange, with roundabouts at the approach roads. Construction of a new 4-lane alignment south of Route 156 and converting the existing road into a frontage road with bike lanes will accommodate increased volumes truck traffic and visitors, while providing safer, multimodal access to the Oak Hills community. Construction of a new interchange at US 101 will separate local, interregional and regional traffic to allow smoother and safer of traffic movements. Extension of Blackie Road to connect with Route 156 will reroute agricultural trucks around downtown Castroville and will provide access to the planned Castroville Rail Station. Future rail service to the Castroville Station will connect passengers to the planned SURF Bus Rapid Transit service that will go to the Monterey Peninsula. New walking and bicycling infrastructure will create shorter bicycle/pedestrian crossings and slow traffic at new roundabouts, improving connections from the Castroville Bridge to low income housing and the high school. In sum, this suite of corridor improvements will help meet the safety, congestion relief, access and multimodal goals discussed throughout this corridor plan.



Memorandum

To: Board of Directors
From: Michael Zeller, Principal Transportation Planner
Meeting Date: June 24, 2020
Subject: **Regional Conservation Investment Strategy Presentation**

RECOMMENDED ACTION:

RECEIVE presentation on the Monterey County Regional Conservation Investment Strategy.

SUMMARY:

The Monterey County Regional Conservation Investment Strategy (RCIS) identifies conservation strategies with co-benefits to transportation infrastructure climate resiliency and public safety, and then proposes ways to implement those strategies as advance mitigation for the transportation improvements.

FINANCIAL IMPACT:

The total project budget is \$466,970. The Transportation Agency received a \$375,810 grant from the Caltrans Adaptation Planning grant program to develop the Monterey County Regional Conservation Investment Strategy. This grant is being matched with \$91,160 Measure X funds from the Habitat Management / Advance Mitigation program. The receipt of these grant funds leverages the Measure X funds over seven times.

DISCUSSION:

A state law passed in 2016, AB 2087, established a conservation planning tool called a Regional Conservation Investment Strategy (RCIS) to promote the conservation of species, habitats, and other natural resources.

The **Monterey County Regional Conservation Investment Strategy** (or Strategy) is designed to assess the vulnerability of species and habitat to climate change related stressors and pressures (temperature shift, precipitation change, drought, and wildfire, among others); and develop conservation actions to improve species and habitat resiliency from the identified stressors. Conservation actions identified in the Strategy may be then be turned into mitigation credits that can streamline project delivery and result in superior species conservation. Some examples of potential conservation strategies that could be identified through the Regional Conservation Investment Strategy include:

- Wildlife crossings under or over State highways and highly-travelled regional corridors, such as the Scenic State Route 68 between Monterey and Salinas, that preserve and improve habitat connectivity while reducing animal-vehicle conflict points;
- Wetlands protection and restoration that protects from the effects of flooding and storm water impacts, such as potentially restoring Santa Cruz Long-Toed Salamander pond habitat for the State Route 156 in north Monterey County; and
- Land acquisition for species and habitat restoration and conservation (including preservation of agricultural

lands) that creates a more drought-tolerant landscape and healthy species habitat as well as protects nearby infrastructure from climate-related events such as wildfires and landslides.

With the passage of Senate Bill 1 and Measure X, Monterey County's self-help transportation sales tax measure, the Transportation Agency for Monterey County has habitat mitigation needs for numerous regional transportation improvements in corridors that are highly constrained by environmental factors, with some projects lying within the coastal zone. These habitat protection needs present an opportunity to develop the Monterey County Regional Conservation Investment Strategy to identify conservation strategies with co-benefits to transportation infrastructure climate resiliency and public safety, and then implement those strategies as advance mitigation for the transportation improvements.

The Strategy will seek to accomplish the following specific objectives:

- Identify locations for habitat and agricultural mitigation for transportation projects, to create more meaningful land preservation and improve the resource agency approval process
- Identify adaptation strategies to remedy identified climate-related vulnerabilities;
- Advance the planning of specific climate adaptation projects; and
- Provide benefits to disadvantaged and vulnerable communities.

To assist with the development of the Monterey County Regional Conservation Investment Strategy, the Transportation Agency contracted with AECOM consultants. TAMC convened a steering committee composed of Caltrans, the California Department of Fish and Wildlife, and the Nature Conservancy. A broader stakeholder committee was also established that included local conservation organizations, such as the Elkhorn Slough Foundation and the Big Sur Land Trust, and other public agencies, such as the Santa Cruz County Regional Transportation Commission, Association of Monterey Bay Area Governments, and the United States Fish and Wildlife Service. The Agency has held regular steering committee and stakeholder meetings to solicit feedback during the development of the Strategy.

The components of the draft Strategy include: 1) establishing the Regional Setting and identifying the boundaries of the Regional Conservation Investment Strategy, which in this case is all of Monterey County; 2) developing a list of Focal Species that will be considered as part of the strategy; 3) determining the Pressures and Stressors that are impacting the focal species (such as airborne pollutants, sensitivity to flooding or temperature changes, and loss of habitat or connectivity); and 4) crafting Conservation Strategies that help to support continued persistence of species through the protection, enhancement, restoration, and creation of habitat.

The comment period on the administrative draft Conservation Strategy component recently closed, and the Agency received over 180 comments from a variety of government agencies and conservation organizations. The Agency's consulting team will respond to these comments and develop a draft of the Monterey County Regional Conservation Investment Strategy, which will be available for public review in July 2020.

The release of the draft Strategy will coincide with an online public meeting to receive further comments and feedback. Holding a public meeting on the proposed RCIS is a requirement of the California Department of Fish and Wildlife guidelines, which also requires sending notification of the meeting to all of the cities and counties within the RCIS boundary, as well as all of the cities and counties adjacent to the boundary. Staff will also ensure that TAMC Board members receive notice of the meeting as well as access to the draft document for review.

Once all public comment has been incorporated into the draft Strategy, a final draft will be brought back to the Board for consideration at the August 2020 meeting. If approved by the Board, the final draft will then be submitted to the California Department of Fish and Wildlife for final approval. Once finalized, the Strategy can be used to develop Mitigation Credit Agreements to facilitate advance mitigation planning in advance of transportation project impacts, resulting in conservation actions that have greater benefit and expedited project delivery.

ATTACHMENTS:

- Regional Conservation Investment Strategy - List of Focal Species



3.2 Focal Species

Table 3-1 shows the 28 selected focal species and three focal OCEs and describes the justification for selection based on the considerations described above.

Table 3-1. Focal Species and Focal Other Conservation Elements and Justification for Selection

Common Name	Scientific Name	Special Status	Region	Natural Community (Modified from CWHR types)	Additional Information
Focal Wildlife Species					
burrowing owl	<i>Athene cunicularia</i>	SSC	All	Agriculture, Annual Grassland, Coastal Scrub, Valley Oak Woodland	Steeply declining
California brackish water snail	<i>Tryonia imitator</i>	G2S2	CS	Saline Emergent Wetland	Only species of brackish marshes
California condor	<i>Gymnogyps californianus</i>	FE, SE	BSC, GBP	Closed-Cone Pine-Cypress, Montane Hardwood, Coastal Scrub, Rocky Outcroppings	Major relocation area
California newt	<i>Taricha torosa</i>	SSC	BSC, ICR, MICR	Coastal Oak Woodland, Blue Oak Woodland, Coastal Scrub, Fresh Emergent Wetland, Riparian	Coast live oak woodland species
California red-legged frog	<i>Rana draytonii</i>	FT	All	Freshwater Emergent Wetland, Coastal Oak Woodland, Valley Oak Woodland, Annual Grassland	Successful conservation measures in practice
California tiger salamander	<i>Ambystoma californiense</i>	FT, ST	SV, GBP, ICR	Freshwater Emergent Wetland, Valley Oak Woodland, Mixed Chaparral, Annual Grassland, Vernal Pool	Monterey County is epicenter for hybridization with invasive barred tiger salamander
coast horned lizard	<i>Phrynosoma blainvillii</i>	SSC	MB, ICR, MICR, OCR	Coastal Dune, Coastal Scrub, Mixed Chaparral, Montane Chaparral	Steeply declining on coast
foothill yellow-legged frog	<i>Rana boylei</i>	SC	GBP, OCR	Riverine, Riparian	Endemic genetic clade
Monarch butterfly	<i>Danaus plexippus</i> pop. 1	None	MB, MP, BSC	Montane Hardwood, Closed-Cone Pine-Cypress	Occurs on native Monterey Pine in Monterey County

Common Name	Scientific Name	Special Status	Region	Natural Community (Modified from CWHR types)	Additional Information
mountain lion	<i>Puma concolor</i>	Special Protection	All	All	Umbrella species for corridors
pallid bat	<i>Antrozous pallidus</i>	SSC	All	All	Surrogate for other bat species
San Joaquin kit fox	<i>Vulpes macrotis mutica</i>	FE, ST	SAV, MICR	Annual Grasslands, Valley Oak Woodland, Blue Oak Woodland	Currently restricted to the southern part of the county, but is anticipated to re-colonize former range
Santa Cruz long-toed salamander	<i>Ambystoma macrodactylum croceum</i>	FT, ST	MB, SR	Freshwater Emergent Wetland, Coniferous Forest, Agriculture	Near-endemic to Monterey County
Smith's blue butterfly	<i>Euphilotes enoptes smithi</i>	FE	MB, MP, BSC	Coastal Scrub, Perennials Grasslands, Mixed Chaparral, Coastal Dune	Near-endemic to Monterey County
southern sea otter	<i>Enhydra lutris neries</i>	FT	MB, MP, BSC	Marine, Estuarine	Only marine species
Steelhead (South-Central California Coast steelhead Distinct Population Segment)	<i>Oncorhynchus mykiss irideus</i>	FT	SR, CR, NR, PR	River, Riparian	Near endemic to Monterey County
Tidewater goby	<i>Eucyclogobius newberryi</i>	FE, SSC	MB, SR, PR	Saline Emergent Wetland, Estuarine	Unique coastal and estuarine habitats
tricolored blackbird	<i>Agelaius tricolor</i>	ST	All	Freshwater Emergent Wetland, Agriculture, Annual Grassland	Steeply declining
vernal pool fairy shrimp	<i>Branchinecta lynchi</i>	FE	ICR, SAV	Vernal Pool	Only vernal pool invertebrate
western snowy plover	<i>Charadrius alexandrinus nivosus</i>	FE	MB	Coastal Dune, Coastal Scrub	Only coastal strand animal
Focal Plant Species					
Carmel Valley bush mallow	<i>Malacothrix palmeri</i>	CRPR 1B.2	CV, ICR, MICR, OCR	Coastal Scrub, Interior Chaparral	Representative of interior chaparral, and Carmel Valley
Lemmon's jewelflower	<i>Caulanthus lemmonii</i>	CRPR 1B.2	ICR, SAV, SM, GPB	Annual Grassland, Perennial Grasslands	Representative of native grassland areas



Common Name	Scientific Name	Special Status	Region	Natural Community (Modified from CWHR types)	Additional Information
Hickman's onion	<i>Allium hickmanii</i>	CRPR 1B.2	MP, ICR, CV, BSC	Wet Meadow, Mixed Chaparral, Closed-Cone Pine-Cypress	Near-endemic to Monterey County
Monterey gilia	<i>Gilia tenuiflora ssp. arenaria</i>	FE, ST, CRPR 1B.2	MB	Mixed Chaparral, Coastal Dune, Coastal Scrub	Endemic State and federally listed species
Monterey spineflower	<i>Chorizanthe pungens var. pungens</i>	FT, CRPR 1B.2	MB, ICR	Coastal Dune, Coastal Scrub, Mixed Chaparral	Near-endemic to Monterey County
Pajaro manzanita	<i>Arctostaphylos pajaroensis</i>	CRPR IB.1	PR, GBR, MB, OCR, ICR, SV	Mixed Chaparral, Interior Chaparral	Near-endemic to Monterey County; unique habitat on sandstone chaparral
seaside bird's-beak	<i>Cordylanthus rigidus ssp. littoralis</i>	SE, CRPR 1B.1	MB, OCR	Mixed Chaparral, Coastal Dune	Near-endemic to Monterey County
Yadon's rein orchid	<i>Piperia yadonii</i>	FE, CRPR 1B.1	MP, GBR	Mixed Chaparral, Closed-Cone Pine-Cypress, Coastal Oak Woodland	Endemic to Monterey County
Other Conservation Elements					
California sycamore woodlands	<i>Platanus racemosa</i> Alliance	S3	BSC, CV, CR, GBP, ICR, MICR, NR, OCR, SAR, SAV, SR	Freshwater Emergent Wetland, Riparian	Sensitive community representing riparian areas
Monterey pine forest	<i>Pinus muricata</i> - <i>Pinus radiata</i> Alliance	S3	MP, CV	Closed-Cone Pine-Cypress	Sensitive community representing fully endemic habitat within Monterey County
Valley oak woodland	<i>Pinus muricata</i> - <i>Pinus radiata</i> Alliance	S3	All	Valley Oak Woodland	Sensitive community representing fully endemic habitat in Monterey County

Notes for Table 3-1

Listing Status

- E = Federally Endangered
- FT = Federally Threatened
- SE = State Endangered
- ST = State Threatened
- SSC = State Species of Special Concern
- CRPR = California Native Plant Rank
- 1B.1 = seriously threatened in California and elsewhere (over 80% of occurrences threatened)
- 1B.2 = moderately threatened in California and elsewhere (20-80% of occurrences are threatened).
- IUCN NT = International Union for Conservation of Nature status of "Near Threatened"

Regions

- All = All terrestrial regions
- BSC = Big Sur Coast Line
- CV = Carmel Valley
- CS = Coastal Strand
- CR = Carmel River
- GBP = Gabilan Range and Pinnacles National Monument
- ICR = Inner Coast Range
- MB = Monterey Bay Coastline
- MICR = Mid Inner Coast Range
- MP = Monterey Peninsula to Pt. Lobos
- NR = Nacimiento River
- OCR = Outer Coast Ranges
- PR = Pajaro River
- SAR = San Antonio River
- SAV = San Antonio Valley
- SLR = Santa Lucia Range
- SLV = Salinas Valley
- SM = Stockdale Mountain
- SR = Salinas River and Associated Corridor



Memorandum

To: Board of Directors
From: Rita Goel, Director of Finance & Administration
Meeting Date: June 24, 2020
Subject: Evaluation of Executive Director & Transition of Counsel

RECOMMENDED ACTION:

APPROVE evaluation form, procedure, and timeline for completing annual evaluation for Executive Director and **RECEIVE** report on transition of Counsel.

SUMMARY:

The Agency Bylaws require an annual evaluation of the Executive Director and Counsel. However, as current Counsel Kay Reimann will be retiring in December and a new Counsel will be appointed, the Executive Committee recommended not doing the Counsel evaluation this year.

FINANCIAL IMPACT:

None.

DISCUSSION:

Attached with this report is the evaluation form for the Agency's Executive Director Debra L. Hale. The attached evaluation form was revised in 2016 in response to recommendations from Board Members. The form will be sent to Board Members via e-mail and upon completion, the Board Members are requested to return the evaluation to the chair via e-mail. The proposed procedure and timeline for completing the annual evaluation is:

1. **June 26, 2020** – Staff e-mails to voting members of the Board of Directors the enclosed evaluation form for the Executive Director. The Executive Director goals and accomplishments will also be included.
2. **July 31, 2020** - All voting Board Members complete evaluation form and e-mail to the Chair for his receipt no later than **July 31, 2020**.
3. **August 1 – 21, 2020** – The Chair reviews completed evaluation form and prepares summary of results to present to Executive Committee on September 2, 2020.
4. **September 2, 2020** - Executive Committee meets in **Closed Session** to review the evaluations, formulate a recommendation to the Board of Directors and confer with the Executive Director regarding the recommendations.
5. **September 23, 2020** - Board Chair hands out completed evaluations to Board members for their review prior to discussion at the next Board meeting. (NOTE: These will be confidential documents to be handled by Board members appropriately.)

6. **October 28, 2020** – Board of Directors meets in Closed Session to receive presentation from the Executive Committee, to review the evaluations and recommendations of the Executive Committee and take any appropriate actions.

7. **Date to be determined by the Chair** - The Chair will review the evaluations with the Executive Director.

Past Chair Huitt, has pointed out that the comments section of the evaluation is extremely useful. Therefore, Chair Alejo has requested that the Board pay particular attention to completing this section of the evaluation.

Executive Director's employment contract expires June 30, 2021. As this will be the most recent evaluation done, the input of the Board will be invaluable in negotiating a new contract.

Current Agency counsel Kathryn Reimann will be retiring in December 2020. She works for the County of Monterey as a retired annuitant and the Agency contracts with the county to utilize her for legal services. Kay has identified Katherine Hansen of the County legal department to be her replacement for TAMC. Over the next six months, Kay will work with Katherine Hansen to train and bring her up to speed on TAMC related projects and programs. Kay has provided a scope of work of typical TAMC activities as an attachment to this report. Katherine Hansen's resume is also attached.

ATTACHMENTS:

- ▢ Executive Director Evaluation form
- ▢ K Hansen resume
- ▢ Legal Scope of work-transition memo

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
 PERFORMANCE EVALUATION OF
EXECUTIVE DIRECTOR DEBRA L. HALE

In evaluating the performance of the Executive Director, consider the factors below in arriving at your overall rating. Check the box in each category that you think best applies.

- 1 = Unsatisfactory, performance does not meet job requirements.
- 2 = Improvement needed, performance partially meets requirements of job.
- 3 = Satisfactory, performance adequately meets requirements of job.
- 4 = Good, performance generally meets or exceeds standards or expectations.
- 5 = Exceptional, performance is excellent, exceeding job requirements.

Dimension	1*	2*	3	4	5
Accessible to elected officials, staff and the public.					
Attitude. Is enthusiastic, cooperative, adaptive, energetic, willing to spend whatever time is necessary to do a good job.					
Communication. Keeps Board Members fully informed of issues affecting the Agency.					
Community Relations. Skilled in representing Agency policies to other agencies, the public, and news media.					
Community and professional reputation. Is regarded as a person of high integrity and ability for the agency.					
Decisiveness. Is able to reach timely decisions and initiate action, but is not impulsive.					
Execution of Policy. Understands and complies with the policies and objectives of the organization. Efforts lead to successful accomplishment of goals.					
Expertise and knowledge of transportation issues.					
Imagination. Shows originality in approaching problems. Is able to visualize the implications of various approaches					
Non-political but understands and works effectively in the political arena.					
Leadership. Motivates others to maximum performance.					
Loyalty. Genuine interest in work, job and the agency. Concerned with agency's image and reputation.					
Personnel Development. Appoints and trains effective subordinates; retains excellent staff.					
Presents thoughts in an orderly, understandable manner.					
Responds quickly and effectively to requests from Board Members for information, advice, and service.					
Strategic Thinking. Thinks ahead on how the organization can best approach change.					
Unbiased. Takes a reasonable and rational viewpoint based on facts and qualified opinions.					
Written reports are clear, concise, and accurate.					

***NOTE: Please explain any rating of a "1" or a "2" in the comment section below, or use the space to provide any additional comments.**

General Comments:

Please provide specific comment:

(1) Leadership and management skills:

(2) Staff development:

(3) Reputation in the community:

(4) Reputation with Transportation Agency member agencies:

(5) Opportunities for development/ Recommendations for more emphasis or improvement

Overall Rating: (Consider all factors listed on page 1 in arriving at an overall rating.)

- Unsatisfactory, performance does not meet job requirements.
- Improvement needed, performance partially meets requirements of job.
- Satisfactory, performance adequately meets requirements of job.
- Good, performance generally meets or exceeds standards or expectations.
- Exceptional, performance is excellent, exceeding job requirements.

Signature: _____

Date: _____

Print Name: _____

Please complete and return evaluation to Chair via e-mail: district1@co.monterey.ca.us

Thank you.

KATHERINE ANNE HANSEN

PROFILE

Seasoned trial attorney with broad experience in government affairs, legislative analysis and advocacy, civil litigation and negotiation, corporate and government contracts, and public policy. Extensive trial and deposition experience in state and federal court. Skilled in legislative writing and analysis, political and governmental advocacy, and consensus-building from positions in government and politics. Exceptional department leader, with vast experience overseeing, mentoring, and developing staff; developing and meeting office goals; and handling department budget. Committed to volunteering, and community involvement. Licensed in California and all federal district courts in California.

EXPERIENCE

Office of the County Counsel, Monterey County, Salinas, CA

Deputy County Counsel IV, 2019-present

- Attorney in Government Division and Litigation Division
- Counsel, advise and respond to six County departments: IT, Human Resources (Labor & Employment), Emergency Communications, Workforce Development Board, Fleet, and Animal Services
 - Advise, counsel, and negotiate government contracts on behalf of County departments, including complex multi-party government IT contracts (e.g., Microsoft, Lenovo, Zoom)
 - Advise, counsel and negotiate on behalf of County labor and employment disputes, including union negotiations, bargaining unit negotiations, counseling, and disciplinary procedures
 - Draft County ordinances, resolutions, and reports to the Board of Supervisors; draft RFPs, MOUs, and employee policies for all departments
 - Respond to press and other media
 - Serve as counsel for all Brown Act meetings arising from six County departments
 - Provide legal counsel on any matter requested by department heads and elected and appointed officials, as they arise (e.g., legislative intent; negotiation strategy; risk exposure, community interface; consensus-building)

American Association for Justice, Washington, D.C. (California office)

State Affairs Counsel, 2016-2019

- State Affairs Counsel to largest civil justice organization in the U.S. composed of 20,000 members; AAJ promotes a fair and effective civil justice system and protects the 7th Amendment
- Provide legislative advocacy and analysis to 50 states, to help states promote pro-civil justice state legislation consistent with federal legislation and public policy
- Specialize in legislation addressing governmental immunity, municipal law, sexual assault, climate change, opioids, and preemption
- Draft model legislation, rewrite proposed legislation and provide amended language to find compromise
- Meet with federal legislators and state legislators to advocate for pro-civil justice laws
- Speak on behalf of AAJ to press, and at national conferences, conventions, and meetings, regarding public policy and legislative efforts by AAJ
- Serve on Uniform Law Commission's drafting committees to provide AAJ's perspective on model legislation
- Previously served as Deputy Director of Membership of AAJ, overseeing a team of nine employees who handled member recruitment, retention, and engagement.

The Veen Firm, PC, San Francisco, CA

Trial Attorney, Civil Litigation, 2014-2016

- Trial attorney for those who suffered from catastrophic injuries, psychological injuries, and wrongful death; also handled employment litigation
- Tried multiple cases to verdict, in multiple-month trials
- Took and defended hundreds of depositions, including experts, parties, and physicians
- Mediated dozens of cases with successful outcomes
- Recipient of Rising Star Award in 2011- 2015 and chosen as one of the Top Women Attorneys in Northern California in 2012-2015
- Leadership Academy Fellow with Consumer Attorneys of California 2015
- Authored three published articles in statewide legal journals

Lewis Brisbois Bisgaard & Smith LLP, San Francisco, CA **Partner, Civil Litigation, 2008-2013**

- Litigation partner and handling attorney for hundreds of high-exposure general liability cases
- Trial experience in state and federal court with very successful results
- Defended municipalities, large international businesses, small businesses, and individuals
- Managed all aspects of defense litigation, from pre-litigation through jury trial, in high-exposure cases including wrongful death, catastrophic injury, premises liability, product liability, construction defect, environmental claims, general tort claims, complex litigation, and employment litigation

Barbary Coast Consulting, San Francisco, CA **Vice President, Government Affairs, 2007-2008**

- Handled all aspects of government affairs, including strategic messaging, media relations, crisis management, lobbying, coalition building, and community outreach
- Engaged in legislative and political advocacy in numerous jurisdictions and forums, including the San Francisco Board of Supervisors and Mayor's office, planning commissions, planning departments, and other governmental entities
- Developed significant new business, resulting in high-profile clients including Polo Ralph Lauren and Whole Foods Market

San Francisco City and County Board of Supervisors, San Francisco, CA
Legislative Aide to Supervisor Sophie Maxwell, 2007

- Staffed San Francisco Land Use and Economic Development Committee; analyzed all legislation heard by the committee and prepared strategy for effective advocacy
- Prepared legislation regarding energy, redevelopment, public housing, green building, and water rights; advocated on behalf of said legislation; assisted in implementation of legislation
- Negotiated with city departments, private entities, NGOs, and community groups on issues relating to the environment, energy, redevelopment, new development, funding, the budget, and services, in order to build consensus among stakeholders
- Represented the supervisor before the Sunshine Ordinance Task Force, and testified at multiple commissions regarding the Supervisor's positions
- Handled all press communications for office

Gordon & Rees LLP, San Francisco, CA **Senior Associate, Civil Litigation, 2003-2007**

- Assigned primarily to pharmaceutical and medical device practice, specifically fenfluramine-phentermine ("Fen-Phen") litigation, Bextra/Celebrex litigation, and polio vaccine/SV40 litigation
- Selected for an elite team of litigators to travel nationwide to depose plaintiffs, fact witnesses, cardiologists, psychiatrists, and experts in sophisticated claims alleging primary pulmonary hypertension ("PPH") from Fen-Phen use
- Took and defended depositions of plaintiffs, physicians, and witnesses; argued at hearings in state and federal court; wrote and successfully argued dispositive motions.

San Francisco County District Attorney's Office, San Francisco, CA
Assistant District Attorney, Criminal Division, 2002-2003

- Assigned to misdemeanor trial unit, preliminary hearing unit, and twice-weekly calendar assignment.
- Tried multiple misdemeanor cases and conducted over 400 preliminary hearings.
- Negotiated pre-preliminary hearing settlements. Interviewed witnesses and handled felony arraignments.
- Wrote and argued motions in felony and misdemeanor cases.

San Francisco City and County Board of Supervisors, San Francisco, CA
Legislative Aide to Supervisor Jake McGoldrick, 2002

- Reviewed legislation and researched issues surrounding legislation to respond to constituent concerns
- Staffed Budget Committee; analyzed proposed county budgets, met with stakeholders and elected officials, and prepared revisions to budget
- Planned and executed regular Town Hall meetings; managed Supervisor's schedule

- Met with interest groups and constituents regarding community concerns and legislation; reviewed and discussed constituent concerns with the Supervisor in preparation for hearings. Handled press calls.

EDUCATION

- University of San Francisco School of Law**, San Francisco, CA **Juris Doctor**, 2000
- Vice President, Women’s Law Association, 1998-1999
 - Secretary, Association of Trial Lawyers of America and Student Bar Association, 1998-1999
 - Member, Public Interest Law Foundation and Phi Alpha Delta Law Fraternity, 1997-2000
- University of California at Santa Barbara**, Santa Barbara, CA **Bachelor of Arts, Communications**, 1997
- UCSB Sorority President of the Year, 1997
 - President, Gamma Phi Beta Sorority, 1996–1997
 - Member, Order of Omega Honor Society, 1995–1997

COMMUNITY INVOLVEMENT/ACTIVITIES

- Consumer Attorneys of California – Board of Directors – 2019-present
- Monterey County Women Lawyers Association – Board of Directors – 2019-present
- Petaluma Educational Foundation – Executive Committee of the Board of Directors – 2015-2018
- Two Rock Valley Presbyterian Church – Elder and church’s attorney (pro bono) – 2014-2018
- The City Club of San Francisco – Board of Governors – 2015-present
- Commission on the Status of Women, Sonoma County – Commissioner – 2014-2016
- YMCA, San Francisco, Shih Yu-Lang Central – Board of Managers – 2005-2010
- San Francisco SAFE – Board of Directors, Vice President -- 2005-2007
- City College of San Francisco, Citizens’ Bond Oversight Committee – committee member – 2006-2007
- Leukemia & Lymphoma Society, Greater Bay Area Chapter – volunteer – 2004-2005
- Runner, ballet dancer, yogi

MONTEREY COUNTY



OFFICE OF THE COUNTY COUNSEL
LESLIE J. GIRARD, COUNTY COUNSEL

MEMORANDUM

DATE: June 24, 2020

TO: TAMC Board of Directors
Debra L. Hale, Executive Director

FROM: Kay Reimann, TAMC Legal Counsel

SUBJECT: Transition of TAMC Legal Counsel

INTRODUCTION

After having the pleasure to serve as TAMC Legal Counsel for the periods of 2012-2017 and then returning in July, 2018, as a PERS Retired Annuitant, it is time for me to step away from the County of Monterey and TAMC. I have been requested to provide a brief overview of the typical work of TAMC Legal Counsel, as well as a short introduction to Katherine Henson, the Deputy County Counsel who has been selected to succeed me. I worked closely with Katherine when she first joined the County Counsel's Office and we are continuing that working relationship to ensure a smooth transition

The services provided by the TAMC Legal Counsel have traditionally come through an arrangement with the Monterey County Office of County Counsel. While, typically, these services are performed by a single attorney, the general resources of the County Counsel Office are available to the assigned attorney in terms of consultation and brainstorming. Thus, while the Deputy County Counsel assigned to TAMC has other County departments that she or he advises, he or she is not alone if help is needed.

TAMC Legal Counsel Duties

The primary duties that TAMC Legal Counsel provides are to support and advise the Board during Brown Act meetings, and to support and advise TAMC staff in its planning and contracting activities.

- Brown Act

Legal Counsel regularly attends the TAMC Executive Committee and Board of Directors' meetings, to advise TAMC Directors and staff on Brown Act or other legal issues that may arise during these meetings, including Closed Session matters. Additionally, Legal Counsel provides guidance and analysis on Brown Act questions that come up in between meetings, including loss of quorums, remote attendance/participation, and how to avoid inadvertent situations that could trigger violations of the Brown Act.

To: TAMC Board of Directors
Re: Transition of TAMC Legal Counsel
Page 2

- General Contracting Issues

Legal Counsel helps to develop TAMC templates relating to typical TAMC contracts, Local Revenue contracts, and Requests for Proposals, to assure compliance with required procurement procedures and contract law. Use of these templates assists staff in providing consistency with procurements and contract negotiations.

Legal Counsel also reviews with staff the contents of Scope of Work documents submitted for TAMC Board approval, and engages with staff in contract negotiations and final documentation that is ultimately presented to the Board. Legal Counsel undertakes similar work for procurements and contracts that are within the Executive Director's contracting authority and are not generally reviewed by the Board.

- Environmental Law Assistance

Legal Counsel provides assistance in the review of environmental documents prepared for and by TAMC, as well as formal actions and approval impacting CEQA (state law) and NEPA (federal law). This includes review of environmental documents prepared for such projects as adoption of Regional Transportation Plans and Impact Fees, the Fort Ord Regional Trail and Greenway (FORTAG), and other TAMC activities.

Legal Counsel also provides advice on determinations that may be necessary under CEQA or NEPA, including determinations of CEQA exemptions, when TAMC approves feasibility or other plans.

- Measure X – Local Transportation Sales Tax Program

Legal Counsel advises TAMC staff, and the Board as well as the Measure X Transportation Oversight Committee (X-TOC), on matters relating to the adoption, amendment, and implementation of the provisions of Measure X, the Transportation Safety and Investment Plan and local transportation sales tax approved by the voters in 2016. These activities have included reviewing ballot language and advising on permissible activities in support of Measure X originally, and drafting Tax Sharing Agreements and Regional Funding Agreements. In addition, Legal Counsel has advised TAMC staff and the X-TOC on issues related to Measure X audits, and requests from certain participating jurisdictions related to the impact of the current pandemic on Measure X obligations.

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Re: Transition of TAMC Legal Counsel
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- Special Contracting Issues

Legal Counsel will also draft and review particular contracts, such as Measure X Regional Funding Agreements, loan and other agreements between TAMC and particular governmental agencies, and Master Agreements related to Measure X projects, including the FORTAG and the Safe Routes to Schools program. These contracts are designed to reflect special relationships among and between governmental bodies.

Larger funding agreements with Caltrans or other State agencies are also reviewed. While there is less negotiating ability with these types of agreements, Legal Counsel attempts to ensure that such agreements are clear in each party's roles and responsibilities, and reflect reasonable timetables.

- Policy Development Assistance

Legal Counsel engages in discussions with TAMC staff in the development of new or revised policies to reflect changing law or policies. Recent examples of such policies include ADA Guidelines for Documents and Public Outreach including accessibility for the visually impaired, and updating TAMC's Procurement Policies to reflect an increase in the Executive Director's contracting authority. The recent pandemic and adoption of the Federal CARES Act, while not requiring an actual change in TAMC policies, did require legal assistance in the development of forms and the provision of advice and a summary of the legislation. Occasionally, assistance is also sought on individual Human Resources issues, as well.

- TAMC Properties

As the owner of several properties, including the Monterey Branch Line right of way and property on the former Fort Ord, Legal Counsel has assisted in the preparation and renewal of leases, and provided assistance in resolving disputes between TAMC and different lessees. Legal Counsel has also assisted in discussions leading to recommendations to the TAMC Board over the acquisition and management of property, affecting both the former Fort Ord and Salinas Rail Station properties.

Legal Counsel has also assisted staff in the review of Fort Ord Reuse Authority transition activities, including the recent bond issuance for demolition of certain properties.

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Re: Transition of TAMC Legal Counsel
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- Training

Legal Counsel provides training for TAMC staff and others on various topics, including the Brown Act, the Fair Political Process Act, and more general governance topics as Public Records Act Requests and procurement and contracting issues.

Introduction to Katherine Hansen, Deputy County Counsel

Katherine Hansen has been an attorney for at least 10 years, with significant experience in both transactional and litigation work, as well as governmental experience. Before coming to the County of Monterey last year, she had worked with the San Francisco City and County Board of Supervisors, as well as major law firms there. At the County Counsel's Office, she is currently assigned to the Information and Technology Department, Human Resources, Emergency Communications, the Workforce Development Board, Fleet, and Animal Services. Ms. Hansen has excellent background in the Brown Act and complex contracting issues. A copy of her resume is attached.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JUNE 24, 2020 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

CONSTRUCTION PROJECTS

	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
1.	Highway 1 Mon/SCr Roadside Safety (1C980)	In Mon. and SCr Counties, from just south of Salinas Rd. OC in Mon. Co. to just north of Larking Valley Rd. in SCr Co.	Construct Maintenance Vehicle Pull Outs, Repairing Guardrail, and Relocating Irrigation Equipment	Spring 2020—Spring 2021	\$4.3 million	SHOPP	Carla Yu (IN)	A. Teichert & Sons Inc. of Sacramento, CA	Construction began March 2020
2.	North District Crosswalk Enhancements (1G760)	Various locations throughout Monterey and Santa Cruz (SRs 1, 9, 68, 129, 152, 183)	Electrical/ Signs/ Flashing Beacons/ Markings/ Pavements	Spring/Summer 2020	\$1,000,000	Minor	Mike Lew (RJ)	Alfaro Communications Construction Inc., Compton, CA	Bids opened on 3/19/20. Project awarded on 4/3/20. Project has possible 150-day lead time for fabrication of <i>Modified Type 15 FBS Standards</i> , for mounting flashing beacons.
3.	Highway 68 Pacific Grove Shoulder Widening (1C250)	Pacific Grove to Scenic Drive (PM 1.6/L4.0)	Shoulder widening, rumble strips, guardrail	Summer 2019—Spring 2020	\$3.6 million	SHOPP	Carla Yu (RJ)	Granite Construction Company Watsonville, CA	Construction started July 30, 2019.
4.	ZEV Project (1J040)	Camp Roberts Safety Roadside Rest Areas (PM R2.9/R5.3)	Transportation infrastructure improvement for zero-emission vehicle charging.	March 2020	\$1.2 million	SHOPP	Aaron Henkel (AN)	Hoseley Corp.	Construction began at the NB and SB Camp Roberts rest areas on March 16, 2020. New parking areas for Electric vehical charging stations have been excavated and irrigation modification have begun. Construction should be complete by August 2020.
5.	US 101 Paris Valley 2R Rehab (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 (AN)	Papich Construction Company	Construction is ongoing – Traffic switch occurred February 10 th and 11 th , 2020 and reconstruction of the #2 lane and outside shoulder has begun.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JUNE 24, 2020 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
6.	US 101 King City Combined Projects (1F75U4)	Near King City from South of Wild Horse Road to Teague Avenue (PM 36.9/47.7)	Pavement Rehabilitation, Seismic Retrofit with widening and median barrier	Spring 2019— Summer 2023	\$77.7 million	SHOPP	Aaron Henkel (TL)	OHL, USA, Irvine, CA	Construction underway. Lanes have been reduced to 1 lane each direction from Wildhorse Rd to 1 st Street. The construction of the No. 1 lane is complete in Stage 1 and begun the Stage 2 No. 2 lane and outside shoulder.
7.	US 101 Salinas CAPM (1F700)	North of Gonzales to East Market Street (PM 73.8/87.3)	Pavement preservation	Summer 2019- Fall 2020	\$24.1 million	SHOPP	David Silberberger (TL)	PS&E/RW	The project is in construction. Target project completion is October 2020.
8.	US 101 Mon 101 Transportation Management System (0N200)	Near Salinas north of the Airport Blvd south of the San Miguel Canyon (86.0/95.8)	Construct Transportation Management System	Winter 2019/20-Fall 2020	\$1 million	SHOPP	David Silberberger (BR)	PS&E/RW	Construction in Winter suspension until April 2020. Estimated completion is December 2020.
9.	US 101 Salinas Rehabilitation (1C890)	East Market Street overcrossing to just south of Russell/Espinosa Road (PM 87.31/R91.5)	Roadway rehabilitation	Spring 2019 – Summer 2021	\$37 million	SHOPP	Aaron Henkel (TL)	Granite Rock Company, Watsonville, CA	Construction is on-going, with primarily overnight work. Ramp reconstruction work is ongoing as well.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JUNE 24, 2020 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
10.	TMS Detection Repair (1H990)	Various locations throughout District 5 (SRs 1, 17, 68, 156, 101) (PM Various)	Replace failed TMS Detection	Winter 2020	\$3 million	SB1 SHOPP	Brandy Rider	PS&E/RW	Project in final design, on schedule.
11.	Highway 1 Replace Culvert Near Limekiln Creek (0Q500)	Near Lucia south of Limekiln Bridge (PM 20.4)	Replace culvert and repair erosion	Summer/Fall 2020	\$850,000	SHOPP	Carla Yu	PS&E	Project was RTL on 3/10/20. Project expected to be voted at 6/25/20 CTC meeting.
12.	Highway 1 Orient Express Tieback Wall (1K010)	Near Lucia south of Big Creek Bridge (27.5/27.7)	Construct tieback wall, restore roadway and facilities, place Water Pollution Control BMPs, and erosion control	Spring/Summer 2023	\$6.2 million	SHOPP	Mike Lew	PA&ED	PA&ED: 9/1/20 PS&E: 1/2/22 RTL: 5/1/22 Begin Construction: 4/1/23
13.	Highway 1 Castro Canyon Bridge Rail Upgrade (1H490)	At Castro Canyon Bridge (PM 43.1)	Replace bridge rail	Spring/Summer 2023	\$3 million	SHOPP	Aaron Henkel	PA&ED	PA&ED should be complete by mid-July and move into the Design phase.
14.	Highway 1 Coastlands Wall Permanent Restoration (1M460)	Near Big Sur at 1.0 Miles south of Pfeiffer Canyon Bridge (PM -44.5/44.45)	Permanent Restoration/Tieback retaining wall	Spring/Summer 2023	\$2.1 million	SHOPP	Mike Lew	PID	Approve PID Approved: 5/4/20 RTL: 8/20/21 Begin Construction: 2/17/22
15.	Highway 1 Little Sur Retaining Wall (1K050)	Between Little Sur River and North of Big Sur (PM 55.9/55.9)	Construct earth retaining system	Fall 2022	\$5.4 million	SHOPP	Carla Yu	PA&ED	Project report completed March 2020, accelerated from Fall 2020. Design and Structures advancing the design to continue acceleration.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JUNE 24, 2020 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT

	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
16.	Highway 1 Garrapata Creek Bridge Rail Replacement (1H800)	At Garrapata Creek Bridge (PM 62.97)	Bridge rail rehabilitation	Fall 2023	\$3 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 solution for the bridge rail with historic structures.
17.	Highway 1 Garrapata Creek Bridge Rehab (1H460)	At Garrapata Creek Bridge (PM 63.0)	Electrochemical Chloride Extraction (ECE) of bridge structure	Spring 2023	\$10 million	SHOPP	Carla Yu	DESIGN	Project is in Design Phase.
18.	Highway 68 Hwy 68 Curve Correction (1J460)	Near Pacific Grove West of Community Hospital Entrance (PM 0/0)	Improve superelevation, widen shoulders, install rumble strip	Fall 2023	\$7 million	SHOPP	Aaron Henkel	PA&ED	Project is in Design.
19.	Highway 68 Route 68 Drainage Improvements (1J880)	From west of Sunset Dr to Toro Park (PM 0.2/15.7)	Drainage improvement, replace lighting, and install count stations	Winter 2024	\$5 million	SHOPP	David Silberberger	PID	Preliminary work has begun in regard to biological studies. PA&ED is set to begin in July 2020.
20.	Highway 68 Pacific Grove ADA Pathway (1H220)	From 17 Mile Drive to Congress Avenue (PM 0.5/0.8)	Provide accessible pathway	Winter 2022	\$0.75 million	SHOPP	Mike Lew	PS&E	Project is nearing 60% constructability review.
21.	Highway 68 Pacific Grove CAPM (1H000)	From Forest Avenue to the SR 1/68 Junction (PM 1.1/L4.3)	Pavement preservation	Summer 2021	\$8 million	SHOPP	Carla Yu	DESIGN	Project is in Design Phase.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JUNE 24, 2020 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
22.	US 101 Camp Roberts SRRA Infrastructure Upgrade (1H020)	Northbound and southbound at the Camp Roberts Rest Area (PM R2.9/R5.3)	Safety roadside rest area infrastructure upgrade	Winter 2021	\$5.5 million	SHOPP	Barak Miles	PS&E/RW	Project Design is 99% complete. The project is with OE for review. Ready to List(M460) has been pushed to June 20, 2020 due to delays from teleworking caused by the COVID-19 pandemic. Project scheduled to advertise after the CTC meeting in Oct of 2020.
23.	US 101 San Antonio River Bridge-Seismic Retrofit (1F820)	Near King City at the San Antonio River Bridge (PM R6.7)	Seismic retrofit 2 bridges	Winter 2021	\$6.3 million	SHOPP	Carla Yu	DESIGN	Project completed design and is expected to advertise Summer 2020.
24.	US 101 North Soledad OH Deck Replacement (0F970)	North Soledad Bridge (PM 62.1/63.2)	Bridge deck rehabilitation	Fall 2022	\$6.6 million	SHOPP	David Silberberger	PS&E/RW	The project team is reevaluating the overall project scope. Once the new scope is identified, the project team will develop a new PS&E package. This package will be sent to the Union Pacific Railroad for approval.
25.	US 101 Monterey-San Benito Co Roadside Safety Improvements (1F900)	In Monterey and San Benito Counties North Gonzales to SCL Line (PM 73.0/96.8)	Roadside safety improvements	Fall 2020 - Spring 2021	\$4.5 million	SHOPP	Barak Miles	PS&E/RW	Design is 94% complete – Ready to List(M460) scheduled for May 2020. Project scheduled to advertise in July of 2020.
26.	US 101 Spence Rd Acceleration Lane (1M760)	South of Salinas at Spence Rd (PM 81.03)	Extend NB acceleration lane	Winter 2024		MINOR	David Silberberger	PAED	This new Minor A project has just gotten underway. The initial focus of the team will be determining the project scope.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JUNE 24, 2020 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
27.	US 101 Market Street Northbound On-ramp Improvements (1H050)	Near Salinas from East Market Street to South of Sherwood Drive (PM 87.4/87.8)	Roadway and Retaining Wall	Winter 2022-Fall 2023	\$4.7 million	SHOPP	David Silberberger	Design	The Design (PS&E) phase is now underway. Construction is scheduled to begin in Spring 2022.
28.	US 101 Prunedale Rehab (1H690)	Near Prunedale North of Boronda Road overcrossing to Monterey/San Benito County Line (PM R91.5/101.3)	Pavement rehabilitation	Winter 2022-Winter 2025	\$60 million	SB 1 SHOPP	David Silberberger	PA&ED	The environmental document is expected to be completed in August 2021.
29.	Highway 156 Castroville Overhead (0A090)	On SR 156 between the SR 183/156 separation and Castroville Boulevard (PM R1.1/R2.1)	Replace Bridge Railing	Spring 2021-Summer 2022	\$4.5 million	SHOPP	David Silberberger	PS&E/RW	Work continues on finalizing the Structures PS&E package. The Design Unit will then submit a final package to UPRR. Due to additional delays in the railroad process, the start date for construction has moved out to Spring of 2021.
30.	Highway 156 Castroville Boulevard Interchange (31601)	Castroville Boulevard and Highway 156 (R1.6/1.4)	Construct a new interchange	Fall 2022	\$44.3 million	STIP Measure X Federal Demo	David Silberberger	PS&E/RW	The Design Phase (PS&E) is well underway. The 30% design plans have been completed. The project team is also focusing on obtaining environmental permits from the CA Dept of Fish and Wildlife and the CA Coastal Commission.
31.	Highway 183 Salinas to Castroville CAPM (1K430)	South of Old Cementery Rd near Salinas south of Del Monte Ave at Castroville (PM 2.1/8.3)	Roadway rehabilitation, TMS elements, lighting, and sign panel replacement	Winter 2023	\$5.1 million	SHOPP	Barak Miles	PID	The CTC will meet in June to approve The Design Phase (PA&ED) which is Scheduled to begin next FY, July 2020. Bio-Surveys has begun collected field data. PA&ED is scheduled to be completed 9/7/2021



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JUNE 24, 2020 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
32.	Highway 183 Castroville Improvement Project (1H650)	Community of Castroville from Del Monte Ave. to Washington St (PM R8.4/9.8)	Asset Management Pilot Project	Fall 2023-Summer 2025	\$16 million	SHOPP	David Silberberger	PA&ED	Work is underway on the environmental document which is expected to be completed in the Winter of 2021. The project team is looking at various ways of seeking feedback from the community.
33.	Highway 218 Seaside ADA (1H230)	From Del Monte Road to Fremont Boulevard (PM R0.2/L0.9)	ADA compliant pedestrian access	Spring 2022	\$1 million	SHOPP	Mike Lew	PS&E	The project is still in PS&E, about 50% complete.

ACRONYMS USED IN THIS REPORT:

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



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: June 24, 2020
Subject: **TAMC Draft Minutes of May 27, 2020**

RECOMMENDED ACTION:

APPROVE the draft minutes of the Transportation Agency for Monterey County, the Service Authority for Freeways and Expressways and the Monterey Regional Development Impact Fee Joint Powers Agency for Monterey County meeting of May 27, 2020.

ATTACHMENTS:

- TAMC draft minutes of May 27, 2020

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
 SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
 MONTEREY COUNTY REGIONAL DEVELOPMENT IMPACT FEE
 JOINT POWERS AGENCY

DRAFT MINUTES OF MAY 27, 2020 TAMC BOARD MEETING

Via Zoom Meeting Video/Audio Conference Call

TAMC BOARD MEMBERS	JUN 19	AUG 19	SEP 19	OCT 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20
L. Alejo, Supr. Dist. 1, Chair (L. Gonzales; J. Gomez)	P(A)	P	P	P(A)	P(A)	P(A)	P(A)	P	P	P
J. Phillips, Supr. Dist. 2, (J. Stratton)	P	P	P	P	P	P	P	P(A)	P	P(A)
C. Lopez, Supr. Dist. 3 County Rep (P. Barba)	P	P	P(A)	P	P(A)	P	P	P	P	P
J. Parker, Supr. Dist. 4 (W. Askew)	P	P	P	P	P(A)	P	P(A)	P	P	P(A)
M. Adams, Supr. Dist 5 2nd Vice Chair (Y. Anderson)	P(A)	P	P	P	P(A)	P	P(A)	P	P	P
D. Potter, Carmel-by-the-Sea (J. Baron)	P	P	P	P	P	P	E	P	P	P
A. Kerr, Del Rey Oaks (P. Lintell)	P	P	P	P	P	P(A)	P	P	P	E
M. Orozco, Gonzales (L. Worthy)	P	P	P	P	P(A)	P	P	P	P	P
A. Untalon, Greenfield (A. Tipton)	P	P	P	P	E	P	E	P	P	P
M. LeBarre, King City, City Representative (C. DeLeon)	P	P	P	P	-	P	P	P	P	P
B. Delgado, Marina (F. O'Connell)	P	P	P	P(A)	-	P	P(A)	P	P	P
E. Smith, Monterey, 1st Vice Chair (A. Renny)	P	P	P	P	P	P	P	P	P	P
R. Huitt, Pacific Grove, Past Chair (N. Smith , D. Gho)	P	P	P	P	P	P	P	P	P	P
S. Davis, Salinas (C. Cromeenes , J. Gunter)	P	P(A)	P	P	-	P	-	P	P	P
Gregory Hawthorne, Sand City (J. Blackwelder)	P(A)	P	-	P	P(A)	P	-	-	-	-

I. Oglesby, Seaside (D. Pacheco)	P	P	-	-	-	P	P	P	P	P
A. Chavez, Soledad (F. Ledesma)	P	E	P	P	P	P	E	P	P	P
M. Twomey, AMBAG (H. Adamson, B. Patel , S. Vienna)	P(A)	P(A)	P(A)	P	-	P	P	P(A)	P	P
T. Gubbins, Caltrans, Dist. 5 (A. Lee, O. Monroy-Ochoa , J. Olejnik, K. McClendon)	P(A)	P(A)	P(A)	P(A)	P(A)	P(A)	P	P(A)	P(A)	P(A)
R. Stedman, Monterey Bay Air Resources District (A. Romero , D. Frisbey, A. Clymo)	P	P	-	P(A)	-	P	P(A)	P	P	-
B. Sabo, Monterey Regional Airport District	P	P	P	-	P	P	P	P	P	P
C. Sedoryk, Monterey-Salinas Transit (L. Rheinheimer – Michelle Overmeyer)	P	P	P	P	P(A)	P(A)	P	P	P	P
T. Coffman-Gomez, Watsonville (L. Hurst)	-	P	E	P	E	P	-	-	P	-
E. Ochoa, CSUMB (A. Lewis , L. Samuels)	P(A)	P(A)	-	-	-	P	-	-	-	P(A)
TAMC STAFF	JUN 19	AUG 19	SEP 19	OCT 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20
S. Castillo, Transportation Planner	P	P	P	P	P	P	P	P	P	P
D. Delfino, Finance Officer/Analyst	P	P	P	P	P	P	P	P	P	P
R. Deal, Principal Engineer	P	P	P	P	P	P	P	P	P	P
R. Goel, Dir. Finance & Administration	P	P	E	P	P	P	P	P	P	P
A. Green, Sr. Transportation Planner	P	P	P	P	P	P	P	P	P	P
D. Hale, Executive Director	P	P	P	P	P	P	P	P	P	P
M. Jacobsen, Transportation Planner		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	P	P	P	P	P	P
K. Reimann, Legal Counsel	P	P	P	P	P	P	P	P	P	P
E. Rodriguez, Clerk of the Board/ Senior Administrative Assistant	P	E	P	P	P	E	P	P	P	P
L. Terry, Accountant Assistant	E	E	E	E	P	E	E	P	P	P
C. Watson, Principal Trans. Planner	E	P	P	P	P	P	P	P	P	P
L. Williamson, Senior Trans. Engineer	P	P	P	P	P	P	P	P	P	P
T. Wright, Community Outreach	P	P	P	P	P	P	P	P	P	P
M. Zeller, Principal Trans. Planner	E	P	P	P	P	P	P	P	P	P

OTHERS PRESENT

Katherine Hansen

County Counsel

Orchid Monroy-Ochoa

Caltrans District 5

1. CALL TO ORDER

Chair Alejo called the meeting to order at 9:00 a.m. Elouise Rodriguez, Clerk of the Board confirmed a quorum was established. Board Chair Alejo led the pledge of allegiance.

2. PUBLIC COMMENTS

None this month.

3. CONSENT AGENDA

M/S/C Orozco/Lopez/unanimous

The Board approved the consent agenda as follows:

ADMINISTRATION and BUDGET

- 3.1.1** Approved minutes of the Transportation Agency for Monterey County, the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for Monterey County meeting of April 22, 2020.
- 3.1.2** Accepted the list of checks written for April 2020 and credit card statement for the month of March 2020.
- 3.1.3** Received list of contracts awarded under \$50,000.
- 3.1.4** Regarding On-Call Graphic Design Consultant:
 - 1. Authorized the Executive Director to execute a contract with Boots Road Group, for an amount not to exceed \$90,000, to provide on-call consultant services for graphic design of public outreach/marketing documents for three years, July 2020 through June 2023;
 - 2. Approved the use of reserve funds budgeted to this purpose; and
 - 3. Authorized the Executive Director to make administrative changes to the contracts if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

BICYCLE, PEDESTRIAN, TRANSIT and SOCIAL SERVICES

- 3.2.1** Received update on Bicycle Secure Program and adopted revised Bicycle Secure Program Guidelines for rolling program.

- 3.2.2** Regarding Measure X Funding Agreement - MST South County Facility:
1. Determined that the proposed regional funding agreement with Monterey-Salinas Transit is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Sections 15332 and 15061(B)(3); and
 2. Approved and Authorized the Executive Director to enter into a Measure X Funding Agreement with Monterey-Salinas Transit, subject to approval by Agency Counsel, for an amount not to exceed \$10,359,695 to support construction of the South County Maintenance and Operations Facility.

PLANNING

- 3.3.1** Regarding Senate Bill 1 Grant Applications:
1. Authorized staff to submit Senate Bill 1 grant applications to the following programs to fund construction of the State Route 156 Castroville Boulevard Interchange project: Local Partnership Program, Solutions for Congested Corridor Program and Trade Corridor Enhancements Program.
 2. Authorized the Executive Director to accept grant funds, if awarded.
- 3.3.2** Received update on state legislative activities and adopted positions on legislation.

PROJECT DELIVERY and PROGRAMMING

- 3.4.1** Regarding Castroville Bicycle-Pedestrian Bridge Decorative Treatment Contract Amendment:
1. Approved contract Amendment No. 2 with the Arts Council for Monterey County extending the terms of the agreement to June 30, 2021; and
 2. Authorized the Executive Director to execute the contract amendment and changes to the contract if such changes do not increase the Agency's cost for the design, fabrication, and installation of decorative treatments on the Castroville Bicycle-Pedestrian Railroad Crossing Bridge.
- 3.4.2** Regarding Regional Surface Transportation Program Fair Share Allocation:
1. Approved the request by the City of Salinas to program \$90,473.60 in Regional Surface Transportation Program fair share funds to the Pedestrian Crossing Enhancement Project; and
 2. Approved amending Exhibit A of the local funding agreement to include this project and funding.

3.5.1

RAIL PROGRAM

No items this month.

3.6.1**REGIONAL DEVELOPMENT IMPACT FEE**

No items this month.

3.7.1**COMMITTEE MINUTES**

Accept draft minutes from Transportation Agency committees:

- Executive Committee –draft minutes of May 6, 2020
- Rail Policy Committee – draft minutes of May 4, 2020
- Bicycle and Pedestrian Committee – draft minutes of May 6, 2020
- Technical Advisory Committee – draft minutes of May 7, 2020
- Excellent Transportation Oversight Committee (xTOC) – draft minutes of May 5, 2020

3.7.2

Received Transportation Agency for Monterey County correspondence for May 2020.

4.**EMPLOYEE OF THE QUARTER**

The Board presented Transportation Agency Employee of the Quarter to Mike Zeller. Agency employees recognized Mike for his key role in helping TAMC evolve into a nearly fully remote workplace during the COVID-19 crisis. He not only led training sessions for staff and Board members, he also assisted other agencies in learning how to hold professional remote meetings. He implemented a cloud-based system before the shelter-in-place, contributing to our ability to transition. Despite these extra duties, Mike maintains a positive attitude and continues to provide personalized staff assistance. Mike Zeller has been selected by the employees of the Transportation Agency for Monterey County as the Employee of the Quarter for January - March 2020.

5.**NATIONAL PUBLIC WORKS WEEK****M/S/C**

LeBarre/Potter/unanimous

The Board adopted the Proclamation for 2020 National Public Works Week.

The Transportation Agency for Monterey County's proclamation of the week of May 17-23 as National Public Works Week joins others from around California and the United States to pay tribute to our public works professionals, engineers, managers and employees and recognize the substantial contributions they make to our community's health, safety, and quality of life.

6. BIG SUR HIGHWAY 1 SUSTAINABLE TRANSPORTATION DEMAND MANAGEMENT PLAN

The TAMC Board of Directors received a presentation from John Olejnik, Senior Transportation Planner, Caltrans District 5, on the Big Sur Highway 1 Sustainable Transportation Demand Management Plan.

The Plan provides a collaborative and comprehensive framework to address the increasing visitor demand along the Big Sur Coast in an efficient and environmentally sustainable way. The Plan addresses issues associated with the Highway 1 corridor, including limited off-highway parking, visitors walking along the highway, increased travel times, guidelines for potential electric vehicle charging stations, and other operational concerns. Also addressed are the physical and environmental constraints which limit the ability and appropriateness of expanding the footprint of roads, parking areas, and other transportation infrastructure. The Plan was developed with input from a Stakeholder Advisory Committee, which included the Transportation Agency and other stakeholders from different regions along the corridor as well as interested residents, and provides a collaborative and comprehensive framework to address the increasing visitor demand along the Big Sur Coast in an efficient and environmentally sustainable way.

Director Hale noted the key challenges will be with how to pay for non-roadway items such as rest stops, shuttles, cell phone towers and electric vehicle charging stations.

Board member LeBarre expressed his support for the parking and shuttles and asked if there was data available on how far people will park and shuttle in.

Board Member Davis noted that he has heard about lack of restrooms and likes the idea of a shuttle service, suggesting the possibility of a private company.

Carl Sedoryk, MST, noted that MST Line 22 services Big Sur during summer months, but noted it is under-used. Board Member Adams noted that she has used this service and enjoyed it.

Board Alternate Askew asked if 122 respondents was sufficient; Mr. Olejnik noted that the information from the surveys was also validated by stakeholder input at meetings.

Board Member Adams expressed her thanks and appreciation to Caltrans for conducting the study.

7. MEASURE X SENIOR & DISABLED TRANSPORTATION CYCLE 2 AWARD RECOMMENDATIONS

M/S/C Huitt/Lopez/unanimous

The Board adopted Resolution 2020-07 programming Measure X Senior & Disabled Transportation funds to ITN Monterey County, Alliance on Aging, and Partnership for Children, with the option to fund Kernes Memorial Pool if there are sufficient funds leftover from Cycle 1, as follows:

- ITN Monterey County - \$930,00
- Alliance on Aging - \$287,000
- Partnership for Children - \$297,250
- Kernes Pool - \$177,000

The Board authorized the Executive Director to execute Measure X Senior & Disabled Transportation Grant Agreements with grantees, subject to Agency counsel approval.

Stefania Castillo, Transportation Planner, reported The Transportation Agency received five applications, three from returning applicants (ITN Monterey County, Alliance on Aging, Kernes Memorial Pool) and two from new applicants (Partnership for Children, North County Recreation and Park District). The total request of \$1,879,670 came in \$379,670 above the \$1.5 million Measure X funds available for Cycle 2. To date, approximately \$271,590 remains unbilled from Cycle 1. Current grantees have until June 30, 2020, to expend the funds, and until July 31, 2020 to submit the final claim documentation. Ms. Castillo stated that the North County Recreation and Park District was not recommended for funding, noting concerns from that they did not provide all the information that was requested and the separation of service was unclear.

Board member Smith asked if partial funding would be enough to support the Kernes Pool program. Ms. Castillo responded affirmatively, noting that they had not spent their full allocation from Cycle 1. She confirmed that there had been extensive communications with the grant applicants despite the shelter-in-place.

Board Alternate Stratton asked that if there were extra funding that the North County project be considered and expressed his support for the Prunedale Senior Center.

Public comment:

Jennifer Ramirez, Executive Director of Partnership for Children, thanked the Board for considering their program needs, and noted that they are excited to expand their crucial services.

8. THREE-YEAR BUDGET AND FY 20/21 OVERALL WORK PROGRAM

M/S/C LeBarre/Adams/unanimous

The Board approved Resolution 2020-06 adopting the fiscal year 2020/21 budget and overall work program, and estimated budgets for fiscal years 2021/22 and 2022/23.

Rita Goel, Finance Director, reported that in February the Board adopted the draft budget. This updated budget makes changes to reflect the latest information on revenues and expenditures. She noted the changes made to the operating budget expenditures were to remove the 3% cost-of-living allowance that was in the February draft budget as well as a part-time retired annuitant position.

9. REPORTS FROM TRANSPORTATION PROVIDERS

Caltrans – John Olejnik reported that Caltrans is working hard to continue to provide essential services, noting that keeping vital highways open 24 hour, 7 day a priority. He mentioned that there are upcoming SB 743 workshops and guidance available for local jurisdictions who are working on the shift from “level of service” to “vehicle miles traveled” as the threshold for measuring significant transportation impacts under CEQA for development and transportation projects. Mr. Olejnik encouraged everyone to be safe, noting there has been a 87% increase in speeding tickets given to people driving over 100 miles per hour.

Monterey Regional Airport District – Bill Sabo, District Board Member, reported that the airport remains open and committed to service, and is only cancelling flights if necessary. Passenger counts are down 90%, but the airport is flying a full schedule with American, United and Alaska operators. Mr. Sabo announced that the Airport District received a \$12.6 million allocation from the Federal Administration Association under the CARES Act that will be used to replace lost revenue.

Monterey Salinas Transit District – Carl Sedoryk, CEO and General Manager, thanked the Board for Measure X funding for the King City Transit Facility. He reported that MST is considered an essential service, but given the shelter-in-place, total ridership is down 75%. MST RIDES (paratransit) service is down 60% since the COVID-19 shelter-in-place. The federal CARES legislation allocated \$25 billion nationwide for transit, which will provide much-needed funding to MST. Meanwhile, MST is working on reduced service plans. The District is expecting a surge in demand for MST RIDES service when the shelter-in-place expires.

Monterey Bay Air Resources District – No report this month.

10. REPORTS ON MEETINGS ATTENDED BY BOARD MEMBERS AT TRANSPORTATION AGENCY EXPENSE No reports this month.

11. EXECUTIVE DIRECTOR'S REPORT

Director Debbie Hale reported that she presented to the American Public Works Association on the COVID-19 transportation impacts and shared the presentation. The impacts of the shelter-in-place include less traffic and fewer vehicle miles traveled, and more walking and biking, but there has been a substantial drop in revenue from fuel, sales tax, general funds, vehicle fees and transit fares. TAMC has been coordinating with its partner counties to promote telecommuting.

She noted that Caltrans had selected the State Route 156 Interchange at Castroville Boulevard to submit for a federal BUILD grant, which was due on May 15. Caltrans has also selected the 156 interchange for a joint grant application for state Trade Corridor Enhancement Program funds making it eligible for more funding than if the project were just submitted by TAMC. Cities and the County are encouraged to submit support letters to TAMC for the application.

12. ANNOUNCEMENTS AND/OR COMMENTS

None.

13. ADJOURNMENT

Chair Alejo adjourned the meeting at 10:56 a.m.



Memorandum

To: Board of Directors
From: Dave Delfino, Finance Officer / Analyst
Meeting Date: June 24, 2020
Subject: Payments for the month of May 2020

RECOMMENDED ACTION:

ACCEPT the list of checks written for May 2020 and credit card statements for the months of April 2020.

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 \$ 361,602.46 which, included checks written for May 2020 and payments of the March 2020 Platinum Plus Credit Card statements.

DISCUSSION:

During the month of May 2020 normal operating checks were written, as well as, a check for \$1,692.43 to Associated Right of Way Services, Inc. for right of way services, a check for \$3,175.41 to HDR Engineering Inc. for engineering services for the Salinas Rail Extension Kick-Start Project, a check for \$2,325.00 to AMF Media Group for design services for the TAMC annual report, a check for \$15,546.19 to AECOM Technical Services, Inc. for services for the Rail Network Integration Project, a check for \$47,072.81 to AECOM Technical Services, Inc. for services for the Monterey County Regional Conservation Investment Strategy and two checks totaling \$7,300.00 for services for ADA-compliant TAMC website transition.

ATTACHMENTS:

- ▣ Checks May 2020
- ▣ Credit Cards April 2020

Transportation Agency for Monterey County (TAMC)

Union Bank Operating Account

May 2020

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
05/01/2020	ACH CalPers Health Benefits	10,240.22		Employee Benefit
05/01/2020	EFT Payroll	46,478.64		Payroll
05/01/2020	EFT Pers Retirement	6,819.05		Employee Benefits
05/01/2020	EFT Pers Retirement PEPRA	1,163.99		Employee Benefits
05/01/2020	EFT CalPERS	9,257.66		Employee Benefits
05/06/2020	DEP State of California		31,762.38	SAFE - Revenue March 2020
05/06/2020	DEP SFT Real Estate LLC and Marina Concrete		3,600.87	Railroad Right of Way Rent
05/08/2020	19415 AAMCOM LLC	93.12		SAFE Call Box - Answering Service
05/08/2020	19416 AECOM Technical Services, Inc.	47,072.81		Services for the Monterey County Regional Conservation Investment Strategy
05/08/2020	19417 Alvarez Technology Group, Inc.	1,725.00		Computer Support
05/08/2020	19418 AT & T (Carol Stream, Il.)	372.51		Telecommunications, Call Box and Rideshare - Phone Service
05/08/2020	19419 Calcog	946.07		Staff Development & Travel
05/08/2020	19420 Case Systems Inc.	6,565.35		SAFE Call Box - Maintenance
05/08/2020	19421 Digital Deployment, Inc.	4,900.00		Services for ADA Compliant Website Transition
05/08/2020	19422 HDR Engineering Inc.	3,175.41		Engineering Services Salinas Rail Extension Kick-Start Project
05/08/2020	19423 Khouri Consulting LLC	4,000.00		Legislative Consultant
05/08/2020	19424 Office of the County Counsel	8,829.39		Legal Services
05/08/2020	19425 The Maynard Group	338.28		Telecommunication Contract
05/08/2020	19426 AECOM Technical Services, Inc.	15,546.19		Services for the Rail Network Integration Study
05/08/2020	19427 Delta Dental	794.64		Employee Benefits
05/08/2020	19428 Alvarez Technology Group (V)	1,465.96		Computer Support
05/12/2020	DEP Jaguar, Newton Bros. and Cardinale		6,186.27	Railroad Right of Way Rent
05/15/2020	EFT Payroll	46,844.79		Payroll
05/15/2020	EFT United States Treasury	11,103.38		Payroll Taxes & Withholding
05/15/2020	EFT EDD	4,362.18		Payroll Taxes & Withholding
05/15/2020	EFT EDD	13.02		Payroll Taxes & Withholding
05/15/2020	EFT Pers Retirement	6,829.93		Employee Benefits
05/15/2020	EFT Pers Retirement PEPRA	1,182.66		Employee Benefits
05/15/2020	EFT CalPERS	9,257.66		Employee Benefits
05/20/2020	19429 Associated Right of Way Services Inc. (V)	1,692.43		Right of Way Services for Salinas Rail Extension Kick-Start Project
05/20/2020	19430 Business Card	1,991.76		Office & Meeting Supplies, Staff Travel & Professional Training
05/20/2020	19431 Clinica de Salud del Valle de Salinas	8,188.36		Rent
05/20/2020	19432 Comcast	145.06		Telecommunications
05/20/2020	19433 De Lage Landen Financial Services	300.04		Office Copier Lease
05/20/2020	19434 Digital Deployment, Inc.	2,400.00		Services for ADA Compliant Website Transition
05/20/2020	19435 Lincoln National Life Insurance Co.	593.35		Employee Benefits
05/20/2020	19436 Monterey County Hospitality Assoc	430.00		Annual Dues
05/20/2020	19437 Oppidea, LLC	2,335.00		Accounting Services
05/20/2020	19438 SDRMA-Workers Comp Program	10,316.22		Worker's Compensation Expense

Transportation Agency for Monterey County (TAMC)

Union Bank Operating Account

May 2020

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
05/20/2020 19439	Smile Business Products	251.90		Office Copier Expenses
05/20/2020 19440	Uretsky Investigations	170.00		Human Resource Cost - Background Check
05/20/2020 19441	AMF Media Group	2,325.00		Graphic Design Services for Annual Report
05/22/2020 DEP	Saroyan and Cardinale		2,361.97	Railroad Right of Way Rent
05/26/2020 EFT	Union Bank	49.12		Bank Service Charges
05/28/2020 EFT	Graniterock		8,038.50	Railroad Right of Way Rent
05/29/2020 EFT	Payroll	47,948.53		Payroll
05/29/2020 EFT	United States Treasury	11,288.06		Payroll Taxes & Withholding
05/29/2020 EFT	EDD	4,463.42		Payroll Taxes & Withholding
05/29/2020 EFT	EDD	36.48		Payroll Taxes & Withholding
05/29/2020 EFT	Pers Retirement	6,840.81		Employee Benefits
05/29/2020 EFT	Pers Retirement PEPRA	1,201.35		Employee Benefits
05/29/2020 EFT	CalPERS	9,257.66		Employee Benefits
TOTAL		361,602.46	51,949.99	

Credit Cards April 2020



DEBRA L HALE

Platinum Plus® for Business

April 05, 2020 - May 04, 2020

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 \$122.21
Minimum Payment Due **\$10.00**
Payment Due Date **05/31/20**
Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

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

Account Summary

Previous Balance \$1,029.27
Payments and Other Credits **-\$1,029.27**
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$122.21
Fees Charged **\$0.00**
Finance Charge **\$0.00**
New Balance Total \$122.21
Credit Limit \$5,000
Credit Available \$4,877.79
Statement Closing Date 05/04/20
Days in Billing Cycle 30

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
04/20	04/18	PAYMENT - THANK YOU		
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				- 1,029.27
Purchases and Other Charges				
04/08	04/07	ZOOM.US 8887999666 CA		45.85
04/28	04/27	MAILCHIMP *MONTHLY MAILCHIMP.COMGA		59.99
05/04	05/01	ZOOM.US 8887999666 CA		16.37
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$122.21

Account Number:
April 05, 2020 - May 04, 2020

New Balance Total \$122.21
Minimum Payment Due **\$10.00**
Payment Due Date **05/31/20**

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

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	24.24% 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

Don't forget all your card has to offer

Continue using it for everyday purchases and recurring monthly expenses, as well as for expense tracking and more.

In addition to the competitive APR with no annual fee, your Bank of America Business credit card helps you manage spending with:

- Unlimited employee cards at no additional cost and with credit limits you set
- Hassle-free electronic payments with automatic bill payment
- Automatic payments, transfers and downloading transactions into QuickBooks®
- Checking your balance and keeping tabs on account activity for you and your employees easily anytime, anywhere

Manage your account online 24/7 at bankofamerica.com/SmallBusiness with secure Online and Mobile Banking.

QuickBooks is a registered trademark of Intuit Inc.

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ELOUISE RODRIGUEZ

Platinum Plus® for Business

April 05, 2020 - May 04, 2020

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

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1.800.673.1044, 24 Hours

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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 \$1,869.55
Minimum Payment Due **\$18.70**
Payment Due Date **05/31/20**
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 \$740.08
 Payments and Other Credits -\$740.08
 Balance Transfer Activity \$0.00
 Cash Advance Activity \$0.00
 Purchases and Other Charges \$1,869.55
Fees Charged **\$0.00**
Finance Charge **\$0.00**
 New Balance Total \$1,869.55
 Credit Limit \$7,600
 Credit Available \$5,730.45
 Statement Closing Date 05/04/20
 Days in Billing Cycle 30

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
04/20	04/18	Payments and Other Credits PAYMENT - THANK YOU TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		- 740.08 - \$740.08
04/06	04/03	Purchases and Other Charges THE PARK CATALOG 800-6953503 FL		1,659.83
04/08	04/06	DEVICE MAGIC INC RALEIGH NC		150.00
04/21	04/20	DREAMHOST DH-FEE.COM 877-8294070 CA		8.75

Account Number
April 05, 2020 - May 04, 2020

New Balance Total \$1,869.55
Minimum Payment Due **\$18.70**
Payment Due Date **05/31/20**

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

April 05, 2020 - May 04, 2020

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
04/30	04/29	PAYPAL *MBEP	4029357733 CA	50.97
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$1,869.55

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	24.24% 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

Don't forget all your card has to offer

Continue using it for everyday purchases and recurring monthly expenses, as well as for expense tracking and more.

In addition to the competitive APR with no annual fee, your Bank of America Business credit card helps you manage spending with:

- Unlimited employee cards at no additional cost and with credit limits you set
- Hassle-free electronic payments with automatic bill payment
- Automatic payments, transfers and downloading transactions into QuickBooks®
- Checking your balance and keeping tabs on account activity for you and your employees easily anytime, anywhere

Manage your account online 24/7 at bankofamerica.com/SmallBusiness with secure Online and Mobile Banking.

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Memorandum

To: Board of Directors
From: Rita Goel, Director of Finance & Administration
Meeting Date: June 24, 2020
Subject: **Contracts Awarded under \$50,000**

RECOMMENDED ACTION:

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

SUMMARY:

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

FINANCIAL IMPACT:

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

DISCUSSION:

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

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

ATTACHMENTS:

- Contracts under \$50000.00

Contracts for services and annual extensions of such contracts for \$50,000 or less may be approved by the Executive Director, if the revenue source for the specific contract is in the approved Agency budget or is approved by a specific Agency Board action. The Executive Director shall include a quarterly report to the Board identifying any contracts valued at \$50,000 and under, entered into in the preceding quarter.

**Contracts Under \$50,000
(but greater than \$5,000)
Board Report date: June 2020**

Staff	Consulting Firm	Contract Activity	Start Date	End Date	Contract amount	Work Element	Fund Source
Dave	Sand City	Sand City Row Clean-up; done – Dave received invoice	6-01-2020	6-30-2020	\$13,194.50	6805	Lease Revenues
Todd	WRD	Extend deadline of current contract to June 2021	6-12-2020	6-30-2021	\$0	6805	Lease Revenues



Memorandum

To: Board of Directors
From: Rita Goel, Director of Finance & Administration
Meeting Date: June 24, 2020
Subject: Updated Weighted Vote Table

RECOMMENDED ACTION:

APPROVE attached updated Agency weighted vote table.

SUMMARY:

In accord with Agency Bylaws, staff revised the weighted vote table based on the most current population estimate prepared by the California Department of Finance. Staff revises the weighted vote table annually when the new population estimates are available.

FINANCIAL IMPACT:

None.

DISCUSSION:

Attachment 1 is a section from the Agency Bylaws governing the weighted vote process and Attachment 2 contains the revised weighted vote table.

ATTACHMENTS:

- ▣ Weighted vote rules
- ▣ Weighted Vote table

Voting Section from TAMC Bylaws

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 in 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.



Memorandum

To: Board of Directors
From: Rita Goel, Director of Finance & Administration
Meeting Date: June 24, 2020
Subject: **COVID-19 Protection Protocols and Expenses Allowance**

RECOMMENDED ACTION:

RECEIVE report on COVID-19 Protection Protocols and **APPROVE** one-time allowance for expenses incurred while telecommuting.

SUMMARY:

Agency staff is working on COVID-19 Protection Protocols to ensure that the return-to-office after telecommuting for several months is done in a safe and healthy manner for employees and visitors. Proposed is a \$500 per employee supplies and equipment allowance for expenses incurred while telecommuting during the pandemic.

FINANCIAL IMPACT:

Financial impact of the COVID-19 Protection Protocols is estimated at less than \$5,000 for protection, cleaning and health monitoring supplies; some of the costs, such as improving the HVAC filtration system, are likely to be borne by the landlord. The cost of the proposed supplies and equipment allowance is estimated at \$7,500 (\$500 per employee, 15 employees). These costs will be offset with several months of savings accrued during the current and expected continued shelter-in-place: Board meetings are not being recorded by an outside party and Board agendas have gone totally electronic, saving postage and printing costs; food is no longer being purchased for Board and committee meetings since they are all remote; and there is less utilization of office supplies due to employees working from home and increased use of electronic documents.

DISCUSSION:

COVID-19 Protection Protocols

The health and safety of TAMC employees and visitors to its office is essential. While the COVID-19 pandemic is not over, shelter-in-place orders are being relaxed and plans need to be made to dictate how the Agency offices will reopen. A team of Agency staff has developed and the Executive Director has signed off on the attached protocol to ensure that the return to office is done in a safe and healthy manner. This protocol will be updated on a monthly basis by the Executive Director to reflect the status of the pandemic within the County. Board and Committee meetings are expected to remain remote, perhaps through the end of 2020. In support of our Go831 trip reduction mission, staff will be encouraged to continue to work from home as much as possible.

Supplies and Equipment Allowance

Efforts to contain COVID-19 have led to the Agency to change the normal working environment by requiring staff to work from home. While staff has been allowed to take office equipment home for their use, not all equipment is easy to transport or available. The goal of this allowance is to support employee productivity, minimize injuries, and allow ongoing working from home even after the shelter-in-place requirements are relaxed. When working away from the

office, employees have identified the need for additional equipment to replicate what is available to them on a typical workday, such as laptops, monitors, printers, computer cameras for remote meetings, computer stands or ergonomic chairs. Also, office supplies such as printer cartridges, paper or notepads are needed to carry on work from an improvised home office. The proposed one-time supplies and equipment allowance is proposed for current staff at \$500 per employee to cover reasonable and necessary home office expenses. Use of a one-time allowance is proposed since it will consume less staff time to administer than an invoice/reimbursement system, and will likely cost less than providing a suite of equipment to each staff person. This cost will be offset with savings from remote office operations, as noted under the Financial Impact section.

ATTACHMENTS:

- COVID-19 Protection Protocol June 2020



COVID-19 Protection Protocol

Effective: June 2, 2020

Coronavirus (COVID-19) is an easily spread illness that infects individuals with flu-like and other symptoms. COVID-19 is spread from person to person when an infected person sneezes or coughs, sending tiny droplets into the air. These can land in the nose, mouth, or eyes of someone nearby, or they can be inhaled. People also get infected if they transfer an infected droplet from a surface to their own nose, mouth, or eyes. Some signs of coronavirus are cough, fever and shortness of breath. Washing hands often with soap and water, and for a minimum of twenty seconds, can help stop respiratory viruses like COVID-19 from spreading.

Transportation Agency for Monterey County (TAMC) employees may have on-the-job exposure to COVID-19, whether at the workplace or in the field (off-site location). TAMC has implemented this written protocol to reduce employees' risk of catching and spreading respiratory infections and to respond in a timely manner when exposure incidents occur.

To safely operate during COVID-19 conditions, the following policies will be implemented. As conditions warrant, additional measures may be imposed at any time by the Executive Director. These measures are being taken for the protection of staff, families of staff, and the general public, some of whom may be persons in high risk categories. This protocol will be reevaluated and updated as needed by the Executive Director on the 1st of each month based on operational needs and/or safety and health agency updates.

Employees' Responsibilities

To minimize the spread of the virus, we are asking employees to help with our prevention efforts while at work. Employees will review and understand the protocol before returning to work in the office. The protocol and signage at the office covers what to do if an employee becomes sick and work practices to prevent the spread of infection, including review and use of coronavirus personal protective equipment, and instructions on cleaning and disinfecting the workplace.

Office Use

Until further notice, employees are encouraged to telework full-time. If employees require equipment to work at home, they will coordinate with their supervisor. Employees may make short visits to the office to pick up supplies and utilize equipment; however, the number of employees in the office is limited to four (4) at any given time, which includes the full-time in-office Finance Officer. Employees planning to work or visit the office must record their planned visit on the group Office Hours calendar.



No Agency meetings (including committee and Board meetings) will be scheduled at the office; all meetings will be scheduled via video- or teleconference.

Travel

No travel to meetings or conferences will be authorized, unless specifically approved by the Executive Director.

Employee Health

- Prior to coming to work, employees shall conduct self-screening at home, including temperature and/or symptom checks. No employee will come to work if they exhibit any symptoms that are new developments and not attributable to a pre-existing condition:
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
- Employees will be sent home if they exhibit symptoms of COVID-19 or have been exposed to someone with COVID-19 for a 14-day quarantine as a precaution.

Signage

A sign will be placed at each of the two entrances of the TAMC office, in the kitchen, in the conference room, and in the copy room to inform all employees and visitors that they should:

- Avoid entering the office if they have a cough or fever;
- Maintain a minimum six-foot physical distance from one another as much as possible;
- Sneeze or cough into a cloth or tissue or, if not available, into one's elbow;
- Utilize the hand sanitizers provided throughout the office;
- Wipe down any common surfaces such as doorknobs, faucets, or coffee machines with sanitizing products that will be made available for that purpose;
- Not shake hands, hug or engage in any unnecessary physical contact; and
- Wear a face covering in any area where it may not be possible to maintain the six-foot distance, particularly hallways and common areas.



Office Access for Non-Staff

- TAMC offices will remain closed to the public, consultants, partner agency staff, and all other visitors.
- Access to the building will be for employees, mail or package delivery, building maintenance or repair personnel only.
- All meetings will be held via video- or teleconference.

Sanitization

- TAMC will provide no-touch hand sanitizer at entryways and in common areas and hand soap in restrooms and the kitchen.
- Employees are responsible for washing their hands with soap or hand sanitizer often.
- TAMC will provide disinfectant wipes for staff to sanitize all high-contact surfaces frequently. Employees are responsible for disinfecting surfaces they touch in the kitchen, conference room, copy room, bathroom, or other common area when leaving said room or space.
- Disposable gloves will be made available in case they are needed by staff.
- Employees will notify the Executive Assistant if they notice cleaning supplies are running low.
- TAMC has directed the regular cleaning service to sanitize high-contact areas.
- If necessary, a contract will be established with an outside firm to conduct COVID-19 cleaning in case contamination is discovered. In the event of a full-office COVID-19 cleaning, the office will be closed, and employees will work from home.

Minimizing Touch and Contact

- Staff will encourage electronic delivery of documents, including invoices.
- Employees shall separate themselves by at least six feet in all areas, including at the front reception area, conference room, and kitchen areas. All desks, chairs, seating at tables or individual workstations shall be separated by at least six feet.
- Employees shall take extra care when entering the break room/kitchen/copy room in an effort to limit the number in the room at one time.
- No food sharing shall take place in office. Each person shall use disposable utensils, plates and cups, or their own silverware, coffee cups, glasses and plates. They may wash these in the common area, but each person should remove their own items from the drainer and clean the sink and counter area immediately after use. Personal dishes, drinking glasses, flasks, thermoses, and coffee mugs should be cleaned and kept in your office, unless being used to store food in the refrigerator.
- Employees shall not share personal items with co-workers (dishes, towels, pens, tools, etc.).
- Entry and exit doors will be propped open during business hours, to minimize touching of door handles.



Office Modifications In Progress:

- TAMC will provide a no-contact thermometer for everyone to use prior to entering the office.
- To minimize physical contact, the office will be signed for entry and exit at two different locations, and traffic flow within the hallways will be signed for a single direction as much as possible.
- Plexiglass partitions will be installed at the front counter, on the outside edges of desks near walkways, and between workstations that are closer than six feet apart.
- A box will be placed just inside the office for all mail and other business deliveries. A mailbox will be installed outside of each staff member's office for individual mail to be delivered.
- TAMC will purchase additional printers to be distributed throughout the office, to avoid crowding around the printer areas.
- The Agency will coordinate with the landlord to install high-efficiency filters in the HVAC system.
- The Agency will install illuminated occupancy signs for the bathrooms.
- The Agency will ask the landlord to install no-touch faucets in both bathrooms and the kitchen.

These policies are critically important for the health of staff and families. Employees will be respectful of fellow employees and be cognizant of the fact that employees have different opinions of the imposition of these precautionary measures. However, repeated failure to adhere to these policies will not be tolerated and may result in disciplinary action per the adopted Human Resources Rules and Regulations or closure of the office by the Executive Director.

I hereby approve this Protocol; you may contact me with any questions or comments:

Debra L. Hale
Executive Director
Transportation Agency for Monterey County
debbie@tamcmonterey.org
w 831-775-4410
c 831-596-4542

In the case of an outbreak, notify the Monterey County Health Department:

(831) 755- 4521
www.mtyhd.org/covid19



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The graphic is a blue square with a stylized virus particle in the top right corner. It contains text in white and yellow, and logos for the United Nations and the World Health Organization at the bottom.



Memorandum

To: Board of Directors
From: Debra L. Hale, Executive Director
Meeting Date: June 24, 2020
Subject: **Budget Amendment to Add Part-Time Retired Annuitant**

RECOMMENDED ACTION:

APPROVE budget amendment to extend into fiscal year 2020/21 the retired annuitant at .25 Full Time Equivalent, for assistance with development of the Agency's Fort Ord property.

SUMMARY:

In the current budget year, TAMC hired Jim Cook, retired Monterey County Economic Development and Redevelopment Director, as a half-time retired annuitant to work with the agency on Fort Ord Property management and development. The recently approved Fiscal Year 2020/21 budget deleted this position, but it has become apparent that while the property management work is largely done, the development work will continue into the next fiscal year.

FINANCIAL IMPACT:

The fully-loaded cost for this position at a .25 full-time equivalent position is \$43,053. In the current year, the hours billed have been below this level of expenditure. This cost would be paid for out of the lease revenues from the Monterey Branch Line property, of which there is an adequate balance to cover this expense.

DISCUSSION:

TAMC currently owns 12.1 acres located on the former Fort Ord within the City of Marina (see location map, attached). The property is east of Highway 1 adjacent to the Monterey Branch Line. Seven buildings totaling 100,000 square feet are currently located on the site. The Army used the buildings, constructed between 1941 to 1953, as warehouses to support the military mission at the former Fort Ord. Approximately half of the building square footage is wood construction and the balance are of concrete construction. About half of the buildings have been used by local non-profit or governmental organizations since 2005 for storage purposes.

In the 2019/20 budget, TAMC approved the addition of a half-time retired annuitant, Jim Cook, to do an analysis of property management needs and evaluate the development potential. In March 2019, the TAMC Board authorized the use of Monterey rail line lease revenues to cover property management and related expenses. Since that time, staff has completed a number of actions designed to secure the property and explore future development opportunity. There is interest on the part of Shea Homes and the City of Marina in coordinating with TAMC on a transportation-oriented development on the site. Also, the SURF busway project is exploring the use of the adjacent MST property for a transit station.

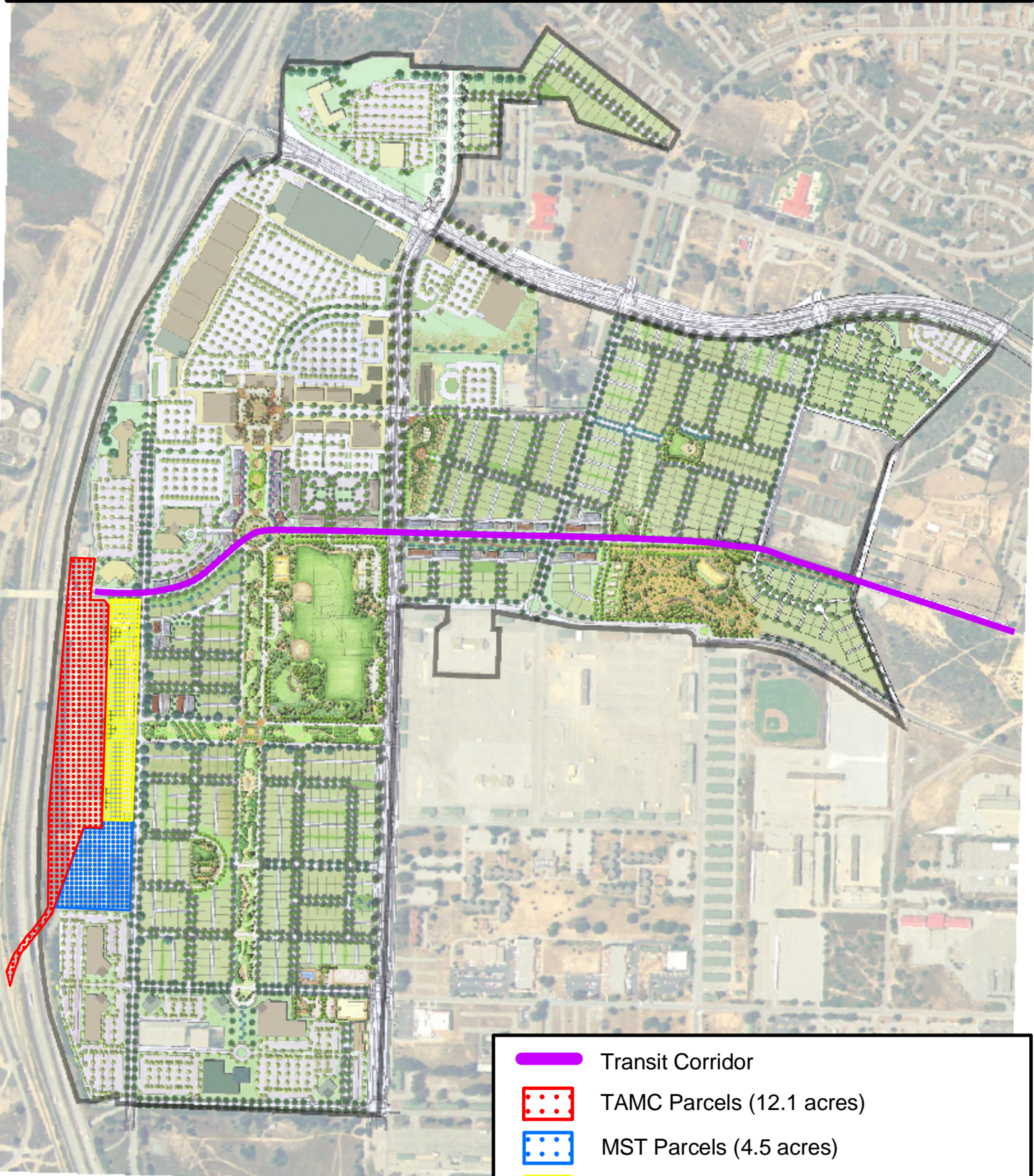
Due to continuing activities related to the potential development of the Agency's Fort Ord property, it is

recommended that the retired annuitant be retained in the coming fiscal year, albeit at a quarter-time rather than at half-time.

ATTACHMENTS:





- Map of TAMC Fort Ord Property

Transportation Agency for Monterey County



0 400 800 1,600 Feet



-  Transit Corridor
-  TAMC Parcels (12.1 acres)
-  MST Parcels (4.5 acres)
-  Arts & Cultural District Parcels (5.6 acres)

Note: all acreage approximate

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Memorandum

To: Board of Directors
From: Rich Deal, Principal Engineer
Meeting Date: June 24, 2020
Subject: Fort Ord Regional Trail and Greenway - SR 218 Canyon Del Rey Segment Design and Right-of-Way Request for Proposals

RECOMMENDED ACTION:

Fort Ord Regional Trail and Greenway - SR 218 Canyon Del Rey Segment

1. **APPROVE** the scope of work for a Request for Proposals for professional services to prepare design and right-of-way for the 1.5-mile SR 218 Canyon Del Rey Segment of the Fort Ord Regional Trail and Greenway project, subject to agency counsel approval;
2. **AUTHORIZE** staff to publish the Request of Proposals and return to the Board with a recommendation for approval of a consultant, including the final scope of work; and
3. **APPROVE** the use of \$600,000 in Senate Bill 1, Local Partnership Program funds, \$1,367,000 in Measure X Sales Tax funds, and \$ 1,198,000 for a total amount not to exceed \$3,165,000.

SUMMARY:

The proposed scope of work includes surveying, engineering design, structural design, right-of-way, utility relocation, project report, bidding support, grant assistance, and public outreach workshops for the SR 218 Canyon Del Rey Segment of the Fort Ord Regional Trail and Greenway stretching 1.5 miles along the State Route 218 Canyon Del Rey corridor.

FINANCIAL IMPACT:

FORTAG is included in the Measure X expenditure plan, with \$20 million allocated to the project. Funding to cover SR 218 Canyon Del Rey segment design and right-of-way for this request for proposals comes from the following sources:

Design

Senate Bill 1 Local Partnerships grant = \$600,000

Measure X County-wide Sales Tax = \$1,367,000

Design total = \$1,967,000

Right-of-Way

Active Transportation Program (ATP) grant = \$1,198,000

Right-of-Way total = \$1,198,000

Construction

Active Transportation Program (ATP) grant = \$9,181,000

Measure X County-wide Sales Tax = \$1,016,000 - \$5,819,000

Construction total = \$10,197,000 - \$15,000,000

DISCUSSION:

The vision for the Fort Ord Regional Trail & Greenway (FORTAG) is to create a multimodal route designed to accommodate people of all ages and abilities that connects communities in and around the former Fort Ord to each other and to education, employment, community and recreation centers. This new, paved regional active transportation route will serve as a safe pedestrian and bicycle corridor connecting the cities of Seaside, Marina, Del Rey Oaks, Monterey and unincorporated community residents to California State University Monterey Bay, the Fort Ord National Monument and the Monterey Bay Sanctuary Scenic Trail. The design concept is a 28-mile continuous paved bicycle and pedestrian trail with an open-space buffer on both sides. The trail will connect to the existing Monterey Bay Sanctuary Scenic Trail in several location, for a total 31.7 mile long regional trail in the Monterey Peninsula that will connect with the existing and planned active transportation network, and will provide connections to unpaved trails in the Fort Ord National Monument.

The proposed design and right-of-way work applies to a 1.5 mile portion of Segment 1 (State Route 218 - Canyon Del Rey Corridor), which extends south of the highway from North Fremont Street east through Del Rey Oaks, under the highway to the Frog Pond Preserve, up Carlton Drive and north to Plumas Avenue in Seaside, then west to the Del Rey Woods Elementary School. The scope of work includes survey, engineering design, structural design, right-of-way, utility relocation, project report, and bidding for 1.5 mile segment. Included as optional tasks are the preparation of visual simulations of the high-visibility trail structures and walls, public outreach design workshops, and technical analysis assistance with grant applications. The design and right-of-way work will be done under the oversight of transportation agency staff and in close coordination with Caltrans, the City of Del Rey Oaks, the City of Seaside, and the Monterey Peninsula Regional Parks District. Based on the technical expertise required for this work, consultant assistance is needed. The scope of work **attached** to this report.

TAMC staff will assemble a committee to review proposals and interview the most qualified candidates. The most qualified consultant or consultant team will be invited to negotiate a final scope of work and fee schedule. Upon completion of negotiations, the consultant or consultant team will be recommended to the TAMC Board of Directors for final selection and contract approval, pending review and approval of the contract by Agency Counsel, Caltrans Audits and Investigations, and Caltrans Local Assistance.

The proposed schedule for this Request for Proposals is as follows:

Date/ Timeframe	Task
June 25, 2020	Distribute Request for Proposals (RFP)
August 14, 2020 12:00 p.m. PST	Deadline for questions, requests for clarification or exceptions
August 27, 2020 12:00 p.m. PST	Proposals due via email to: stefania@tamcmonterey.org Sealed Cost Proposals due to: Transportation Agency for Monterey County, 55-B Plaza Circle, Salinas, CA 93901
Aug 31 - Sept 11, 2020	Review and rank proposals
Sept 21 - 25, 2020	Interviews with top-ranked firms (if necessary)
September 30, 2020	Select top ranked consultant, negotiate contract
October 28,2020	Present consultant contract to TAMC Board for approval

Factors to be considered in selecting the consultant are indicated below:

1. Team knowledge and experience with innovative engineering design of trail and greenway projects, including demonstrated experience in Caltrans PS&E, undercrossing design, Caltrans Right-of-Way acquisition, utility

relocation, surveying, project report, and bidding support. (30 points)

2. Team experience with community outreach during design process and (20 points)
3. Team knowledge and experience with developing reports and graphics that explain technical information to a non-technical audience and grant application assistance (20 points)
4. Proposed work plan approach (20 points)
5. Knowledge of former Fort Ord habitat and related environmental issues (10 points)

ATTACHMENTS:

- ▣ Scope of Work

SCOPE OF WORK

Fort Ord Regional Trail & Greenway (FORTAG)

SR 218 Canyon Del Rey Segment

Design and Right-of-Way

Project Background

The Fort Ord Regional Trail and Greenway (FORTAG) is a proposed 28-mile, 12-ft wide paved regional bicycle and pedestrian trail through parks and open spaces connecting the cities of Seaside, Marina, Del Rey Oaks, Monterey and unincorporated community residents to California State University Monterey Bay, the Fort Ord National Monument and the Monterey Bay Sanctuary Scenic Trail. FORTAG has several distinct segments with full independent utility, allowing the Transportation Agency to fund and construct the entire trail over time.

This Request for Proposals seeks qualified consultants to perform engineering design and right-of-way services for the first phase of the Del Rey Oaks/SR 218 Segment of the trail (“the Project” for purposes of this RFP). As described in the Final Environmental Impact Report, this Project will extend 1.5 miles along the south side of the SR218 (Canyon Del Rey Boulevard) corridor beginning at the intersection of SR 218 Canyon Del Rey / North Fremont Street in the City of Seaside, traveling east and connecting Work Park and Del Rey Park through the City of Del Rey Oaks. The trail continues east around Del Rey Park, constructs an undercrossing at SR 218 / Canyon Del Rey Blvd., travels under SR 218 / Canyon Del Rey Blvd. into the southwest corner of the Monterey Peninsula Regional Park District’s Frog Pond Wetland Preserve on the north side of SR 218. From the north side of the new undercrossing, the trail will switch back up to the grade on the north side of SR 218 increasing in elevation by approximately 25’, while conforming to ADA standards, and continue west to Carlton Drive. From the intersection of SR 218 and Carlton Drive, the trail will travel north on the west side of Carlton Drive at sidewalk grade to Plumas Avenue in the City of Seaside, turning west, and meandering through the PG&E easement along the south side of Plumas Avenue to Noche Buena Street, where the trail terminates at Del Rey Woods Elementary on the northwest corner of Plumas / Noche Buena Street.



FORTAG is a grassroots project that has achieved a number of planning and funding milestones. FORTAG is included in the Measure X expenditure plan, with \$20 million allocated to the project over time. This local funding commitment demonstrates broad support for FORTAG from individuals, community organizations and agencies. FORTAG is supported by environmental and active transportation groups such as the Monterey Off-road Cycling Association, Citizens for Sustainable Marina & Seaside, and the Sierra Club; commerce and tourism groups including the Monterey Chamber of Commerce Economic Vitality Committee and the Monterey County Visitor's Bureau; regional government agencies such as the Fort Ord Reuse Authority; recreation interests such as California State Parks, the Monterey Peninsula Regional Parks District and the Audubon Society; and educational institutions such as California State University Monterey Bay and Monterey Peninsula Community College and many more.

Goals

On March 25, 2020, the Transportation Agency for Monterey County certified the Final Environmental Impact Report and approved a Master Agreement for the entire FORTAG project. The cities of Marina, Seaside, Del Rey Oaks, and Monterey, the County of Monterey, and the Monterey Peninsula Regional Park District have also entered into that Master Agreement with TAMC as the lead agency for design and construction of FORTAG. The FORATG trail alignment runs through parks and open space that the community highly values. For this reason, the design process will be cooperative and interactive with stakeholders. Strong community outreach and participation will be a critical component to make the FORTAG project more competitive for state, federal and private matching grant funds, and to fulfill TAMC's commitment to Stakeholder Jurisdictions.

The goals of this scope of professional services are to perform land surveying, engineering design PS&E, right-of-way, utility relocation, community and stakeholder engagement, bidding support, and grant application support. The design, final alignment, and right-of-way will be reviewed and approved by Caltrans, Transportation Agency for Monterey County, the Cities of Seaside and Del Rey Oaks, and Monterey Peninsula Regional Parks District.

Schedule

The Consultant shall develop a schedule with work with the following deadlines:

Begin Design October 2020

Right-of Way Certification June 2021

Construction Award May 2022

Stakeholder Jurisdictions

This is a multijurisdictional project. The following “Stakeholder Jurisdictions” will be closely involved in the development of the Project’s design and are included in the design approval:

- Caltrans
- City of Seaside
- City of Del Rey Oaks
- Monterey Peninsula Regional Park District

Scope of Work

The scope of work for this Project is organized into five main parts intended to accomplish the Project goals:

- Public Outreach and Grant Support
- Land Surveying
- Engineering Design (PS&E)
- Right-of-way and Utility Relocations
- Bid Support and Design Services during Construction

The consultant may propose a reorganization or consolidation of these tasks. However, all required and optional tasks must be included in the proposal.

Task 1: Project Management

Task 1.1 Project Management - Consultant will serve as overall Project Manager during the entire duration of the Project for the preparation of environmental approvals, and Plans, Specifications and Estimates (PS&E), Bid Phase Support, Construction Support and a post construction traffic study for the Project. The general project management responsibilities include:

- Prepare and update master project schedule
- Coordinate project status meetings
- Provide coordination with other agencies
- Manage subconsultants
- Oversee all the project components listed in this Work Plan

- Effectively manage budget and schedule
- Ensure Quality Assurance and Quality Control Measures are completed
- Prepare invoices at the end of each month of previous month's work

Task 1.3 Progress Meetings - Consultant will provide meeting coordination and oversight. At the outset of this Project, an initiation meeting will be scheduled to establish the project team; review the scope of work and the project schedule; and establish roles and lines of communications. Consultant will include twenty-four (24) meetings at TAMC offices (appropriate subconsultants in attendance at up to ten (10) meetings - *and where possible by teleconference to save cost*) and eight (8) meetings in Caltrans District 5 offices in San Luis Obispo. In addition to the face-to-face meetings, teleconferences and net-meetings will be conducted, as necessary. Consultant shall prepare agendas and meeting minutes highlighting decisions made and action items.

Task 1.4 Review of Existing Documents and Environmental Impact Report - Consultant will review the goals and objectives of the Fort Ord Regional Trail & Greenway project, as described in TAMC's Measure X Projects and Policies (<http://www.tamcmonterey.org/measure-x/>). Other sources include, but are not limited to: TAMC FORTAG project page (<https://www.tamcmonterey.org/measure-x/programs-projects/fort-ord-regional-trail-greenway/>); FORTAG proponents' website (www.fortag.org). Consultant will also review the FORTAG Master Agreement provided by TAMC to understand the importance of outreach and consensus building in achieving final design and alignment.

The following environmental review has been completed for this Project:

- TAMC approved the Final Environmental Impact Report on March 25, 2020 (Cooperative Agreement No. 05-0348) The report and appendices are available on the TAMC FORTAG project page (<https://www.tamcmonterey.org/measure-x/programs-projects/fort-ord-regional-trail-greenway/>).
- CALTRANS approved the Categorical Exclusion on April 8, 2020 (Cooperative Agreement No. 05-0348).
- TAMC completed the Project Initiation Document on March 1, 2019.

Task 1.5 Field Review FORTAG alignment - The consultant shall review the proposed FORTAG route alignment map and alternative segments and shall be prepared to go out into the field to walk the FORTAG Segment alignment. TAMC staff will facilitate the walk of the proposed Project route. Caltrans, City representatives, and Monterey Regional Parks District staff will participate.

Task 1.5.2 Implement EIR Mitigation Measures - Design Submittal Review and Response to Comments will utilize the Plans, Specifications and Estimate (PS&E)/Ready to List (RTL) Review Tool developed by Caltrans to review the 30%, 60%, 90%, and 100% design submittals to ensure all applicable measures from the EIR are included in the design documents. These measures include, but are not limited to, preconstruction surveys for sensitive species, nesting bird protection, environmental sensitive area fencing and protection of retained trees from construction disturbance. In addition, Subconsultant's Qualified SWPPP Developer/Practitioner (QSD/QSP) will ensure design documents, such as Water Pollution Control Plans and the Storm Water Data Report, are consistent with the SWPPP. This will include reviews of all relevant design components, such as Erosion and Sediment Control BMPs.

Task 1.6 Agreements and Permits - Consultant shall confer with State, Federal, local agencies, as appropriate, to determine the permits and permitting requirements required for the Project.. Consultant will assist in the preparation of all permits, including but not limited to the following permits and agreements:

- Caltrans Cooperative Agreement - Track as an item in the schedule and review for consistency with the project improvements and deliverables.
- Revised Freeway Agreement - Prepare revised maps/exhibits
- Maintenance Agreement - Prepare maps/exhibits showing areas of maintenance responsibility, review draft maintenance agreement provided by State and provide input to City.
- State Encroachment Permit for Construction - Prepare application for TAMC signature
- County Encroachment Permit for Construction - Prepare application for TAMC signature
- City of Del Rey Oaks Encroachment Permit - Prepare application for TAMC signature
- City of Seaside Encroachment Permit - Prepare application for TAMC signature
- Monterey Regional Parks District Encroachment Permit - Prepare application for TAMC signature
- California Fish & Wildlife Permit
- Regional Water Quality Control Board Permit

Task 2: Land Surveying

Task 2.1 Review Available Survey Data - The consultant shall obtain and review available data and identify any additional information necessary to complete the PS&E

and right-of-way needs of the Project. The consultant shall provide additional topographical survey information including at minimum: topographic base maps, utility information, right-of-way information delineating parcels, topographical survey map data. The consultant shall provide written and graphic materials that describe the Project. The following information should be included in this assessment and surveys task:

- Property needs for accommodating the trail by jurisdiction
- Survey needed to design undercrossing, retaining walls, and minor structures
- Improvements at intersections and within PG&E easement
- Constraints analysis
- Rerouting of utilities
- Survey of existing property ownership and status of ownership and status of ownership including fee title, easements, conditions of developments, etc.

Task 2.1 Deliverables: Memorandum detailing the field assessments and surveys, including pictures and maps. Native JPG image files, GIS and AutoCAD files, Word files, Base Plans, and PDF files will be submitted to TAMC.

Task 3: Engineering Design PS&E

Consultant will perform all work in accordance with Federal and State of California laws, regulations, and standards; Federal Highway Administration (FHWA) standards; and Caltrans standards.

Task 3.1 Plans, Specifications and Cost Estimate (PS&E)

The consultant shall prepare engineering design for the project alignment. Designs will consider opportunities for innovative design and project area constraints. The Consultant shall refer to the project description and FORTAG Alignment Plans for specific project improvements to be designed. FORTAG Alignment Plans CAD files will be used as the base for this work and will be made available to consultant. The consultant shall provide final design services, including complete PS&E (plans, specifications, and estimate) deliverables at the 35%, 65%, 95%, and 100% design phase.

The construction documents included in this task include

- Plan Preparation
- Construction General Permit (CGP) documentation including a Storm Water Pollution Prevention Plan (SWPPP) and Notice of Intent (NOI) filing documents.

- Project Specifications and Special Provisions, including Federal requirements
- Quantity Calculation
- Engineer's Opinion of Probable Cost

The Consultant shall write a complete set of technical specifications based on the latest Caltrans Standard Specifications. The Consultant will develop a complete set of special provisions that adhere to and include all federal requirements. The following plan sheets are anticipated, but not limited to:

Title Sheet
Key Map, Abbreviations & General Notes
Horizontal and Vertical Control
Typical Cross Sections
Layout Plans and Profiles
Construction Details
Retaining Walls
Undercrossing Structure
Grading, Erosion Control, and Habitat Protection
Drainage Plan, Profiles, Details (Including Minor Structures)
Storm Water Design Plans and Details
Utilities and Utility Relocations
Signing and Pavement Delineation
Quantities
Traffic Signal Modification (SR 218 / North Fremont Street)
Street Lighting, Trail Lighting, Tunnel Lighting, and Irrigation Control
Stage Construction
Temporary Traffic Control, including bicycles and pedestrians
Landscaping, Habitat Restoration, and Irrigation Plans

Task 3.1.1 35% PS&E: The Consultant will prepare a 35% design that incorporates the approved plan and profile trail alignment on the topographic base plan with horizontal and vertical control, locations of walls and structures, existing utilities, right-of-way and property lines, and other significant features. Consultant will provide TAMC and all Stakeholder Jurisdictions with a set of draft 35% project plans for review and comment.

Task 3.1.2 - 65% PS&E: The Consultant will prepare a 65% design that reflects the 35% plan set and stakeholder comments. Consultant will provide TAMC and all

Stakeholder Jurisdictions with a set of draft 65% project plans and specifications for review and comment. The 65% PS&E will address issues such as materials specification, testing requirements, bid item list, and bid item measurement and payment.

Task 3.1.3 - 95% PS&E: The Consultant will prepare a 95% design that reflects the 65% plan set and the stakeholder jurisdiction comments. Consultant will provide TAMC and all Stakeholder Jurisdictions with a set of draft 35% project plans for review and comment.

Task 3.1.4 - 100% PS&E: The Consultant will prepare a 100% design that reflects the 95% plan set and the comments from TAMC and Stakeholder Jurisdictions based on that plan set. Consultant will provide TAMC and Stakeholder Jurisdictions with a set of revised project specifications. Final Plans shall be signed and sealed by a California Registered Professional Engineer.

Task 3.2: Analysis and Reports

This task includes preparation of technical reports to support the Project design.

Task 3.2.1 1Geotechnical Design & Materials Report - Consultant shall perform the geotechnical investigation based on Caltrans guidelines for preparation of Geotechnical Design and Materials Reports. Consultant shall collect geotechnical data from as-built Log of Test Borings (LOTB) and drilling borings as needed. At a minimum, new borings will be required along SR 218 east of Carlton Drive for the proposed undercrossing.

- **Research and Data Collection:** Consultant shall review available geologic and soil reports and boring logs.
- **Permits / USA Clearances:** Consultant shall prepare a Caltrans encroachment permit for borings within State right-of-way, map of borings, and temporary traffic control plan. Consultant shall field locate borings and coordinate USA utility clearance.
- **Field Exploration:** Consultant shall conduct borings and provide an evaluation of subsurface conditions for the proposed roadway and structures in the design. Consultant shall classify and continuously log subsurface soil conditions encountered in each test boring at the time of drilling and obtain "relatively

undisturbed" and bulk samples of substrata from test borings. The borings will be drilled and capped in accordance with the permit requirements.

- **Laboratory Testing:** Perform laboratory tests on representative soil samples such as moisture density, unconfined compression, sieve/gradation analyses, R-value tests, corrosion tests and Plasticity Index test.
- **Soils Analysis/Evaluation:** Perform engineering analyses and develop design recommendations for the embankments, structures, and pavement design. Slope stability analyses will be required to provide justification for the proposed 'steeper' slopes and design recommendations for retaining walls.
- **Prepare Draft Geotechnical Design and Materials Report:** Prepare preliminary recommendations for pipe culverts, embankments, native soil acceptability as backfill, retaining wall, slope recommendations, structures, and pavement design. The report will be prepared in accordance with Caltrans guidelines. Also specified in the report will be information on groundwater conditions, corrosion evaluations, etc.
- **Prepare Final Geotechnical Design and Materials Report:** Prepare detail report including design recommendations for embankment foundation, retaining walls, proposed slopes, and pavement sections.
- **Design Review Consultation through final design.** Consultant shall assist TAMC during design review process and attend meetings.

Task 3.2.2 Preliminary Foundation Report - Consultant shall prepare a Structure Geotechnical Report / Preliminary Foundation Report for the proposed SR 218 undercrossing structure. The potential geotechnical / geologic impacts and mitigations including but not limited to slope stability, geology, seismic impacts, erosion, and groundwater conditions for the proposed project.

Task 3.2.3 Structure Type Selection

The Consultant shall prepare a structures type selection report and submit it to Caltrans Division of structures for review and approval.

Task 3.2.4 Drainage Report

The Consultant shall review the available data and prepare design calculations to assess the capacity of the existing drainage systems in the vicinity of the Project. The Drainage Report will include drainage mapping, an evaluation of the existing conditions, identification of unusual / special conditions, hydraulic analysis and design calculations of proposed systems and probable overflow into proposed tunnel. The Drainage report will be submitted to Caltrans District 5 for review and approval.

Task 3.2.5 Stormwater Pollution Prevention Plan - The consultant shall prepare a Storm Water Control Plan (SWCP) and all associated documentation, civil design calculations, and plans for the Project in accordance with applicable design requirements. Applicable design standards may include site planning/source control, water quality treatment, retention, and peak flow control and hydromodification. The consultant shall verify the limits of the Environmentally Sensitive Habitat Area and ensure that the ESHA is not disturbed. Central Coast Regional Water Quality Control Board Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast at:

http://www.waterboards.ca.gov/centralcoast/water_issues/programs/stormwater/docs/lid/hydromod_lid_docs/2013_0032_attach1_post_construction_requirements.pdf

The consultant will prepare the initial site specific Stormwater Pollution Prevention Plan (SWPPP) in compliance with the Construction General Permit DWQ (CGP), as well as the new requirements for the Phase II Municipal General Permit (pending approval of the Draft Resolution R3-2013-0032). SWPPP preparation will include conducting applicable research, review, and calculations, and developing applicable appendices and attachments. This work program will be directed by a QSD and will include submittal of an electronic copy of the SWPPP.

Consultant will complete the risk level evaluation to provide documentation of the risk level assessment; and it is assumed that this project qualifies as a Risk Level II or I as specified in the current DWQ Construction General Permit. Preparation of the SWPPP document shall meet Caltrans requirements. Formal SWPPP amendments will be completed as a separate task on a time and materials basis, if required, consultant will upload the initial SWPPP and Notice of Intent (NOI) to the SMARTS database. However, subsequent SMARTS uploads and other SWPPP related documents and services, such as SWPPP amendments and Annual Reports, will be the responsibility of the Contractor and Resident Engineer.

Development of the SWPPP document and its components will meet the current DWQ Construction General Permit guidelines. The construction contractor will be responsible for SWPPP implementation.

Task 3.2.6 Caltrans Environmental Certification and Commitments Record -

Consultant shall conduct a review of the EIR at each design submittal to ensure the Project remains consistent with the project description, impacts, findings, and mitigation measures in the environmental document. TAMC assumes the Project will remain consistent with the EIR and no additional CEQA documentation will be required.

Task 3.2.7 Environmental Commitments Record - Consultant shall prepare an Environmental Commitments Record (ECR) in accordance with Caltrans standards. The ECR will contain all the relevant information needed to track progress of environmental commitments and identify actions needed to ensure environmental commitments are completed. The ECR will act as a source document for preparing the Environmental Certification discussed below. The ECR will also identify appropriate staff responsible for ensuring that each mitigation measure is done.

Task 3.2.8 Environmental Certification - Consultant shall prepare the Environmental Certification in accordance with Caltrans standards. Before final design is considered complete and the project can be certified as Ready to List, an Environmental Certification must be completed. The Environmental Certification will serve as documentation that the environmental document is appropriate for the Project and remains valid; all actions in the PS&E are covered in the environmental document or subsequent permits and approvals/agreements; all environmental commitments belonging in the PS&E have been included.

3.2.9 Trail Lighting Design Analysis

A lighting design analysis for the Project will be performed with isolux diagrams to optimize safety lighting where the trail crosses streets and intersections, tunnel lighting, tunnel approach lighting, and security lighting. The lighting analysis will also evaluate minimizing light intrusion into habitat areas within the Frog Pond Preserve. Consultant shall submit analysis to TAMC and Stakeholder Jurisdictions for review and approval.

Task 3.2.10 Traffic Analysis - SR 218 / North Fremont Street Intersection

The Consultant shall collect intersection turning movement counts for AM, midday, and PM peak weekday periods. The Consultant shall revisit and revise the existing Synchro models based on the 35% design intersection geometry. Specific Measures of Effectiveness (MOEs) including vehicle queuing, intersection delay and stops, queue

jump operation, and impacts to level of service will be determined. The traffic analysis will be submitted to Caltrans District 5 Traffic Operations for review and approval.

Task 3.2.11 Landscape and Aesthetics Plan - Consultant shall prepare a landscape and aesthetics plan with three concepts. Consultant shall present the concepts to TAMC and Stakeholder Jurisdictions for discussion and approval of the final landscape and aesthetic concept to be incorporated into the Project plans. The plan should include the following elements for each of the three concepts:

- Landscape design with plant palettes, wall and structure treatments, hardscape palette, irrigation availability, and interpretative opportunities
- Preliminary cost estimates for various elements
- Illustrative sections and sketches
- Stakeholder Jurisdiction input summary
- Determination of approvals and agreements required by Caltrans
- Final Landscape Master Plan Exhibits

Task 3.3 Quality Assurance/Quality Control (QA/QC) Review - Consultant will assign a QA/QC officer that is independent of the design team to ensure and provide the Quality Assurance/Quality Control Review of internally generated documents and checklists. This will also include independent review of all subconsultant generated reports and documents including but limited to:

Geotechnical Reports
Environmental Documents
Plats and Legal Descriptions
Structural

Task 3.4 Cost Estimates -The Consultant shall prepare an itemized estimate of probable construction cost including right-of-way acquisition (if necessary), temporary construction easements, permanent easements (if necessary), utility relocations, construction, environmental mitigations, permits, inspection, testing and construction management with each submittal. Cost estimates should include an escalation factor to account for potential year of construction. The consultant shall document assumptions as part of the cost estimates.

Task 3.4 Deliverables: Excel and Word files of cost estimates

Task 3.5 Project Report – The consultant shall prepare a Project Report per Caltrans requirements.

Task 4: RIGHT OF WAY

Right-of-Way includes coordination with utility owners for the protection, removal, or relocation of utilities and acquisition of easements along the south side of Plumas Drive; the acquisition of right-of-way interests and easements (if necessary); and post-construction work such as right-of-way monumentation/recordation, relinquishments/vacations, and excess land transactions. The Right-of-Way component budget identifies the cost of the capital costs of right-of-way acquisition and the cost of the staff work in support of any acquisition. Under the supervision of TAMC, the consultant will make all necessary arrangements with utility owners for the timely accommodation, protection, relocation, or removal of any existing utility facilities that conflict with construction of the Project or that violate Caltrans' encroachment policy.

1. RW Documents

The consultant will provide TAMC and Caltrans a copy of conflict maps, relocation plans, proposed notices to owner, reports of investigation, and utility agreements for Caltrans' concurrence prior to issuing the notices to owner and executing the utility agreement. All utility conflicts will be fully addressed prior to Right-of-Way Certification and all arrangements for the protection, relocation, or removal of all conflicting facilities will be completed prior to construction contract award and included in the project plans, specifications, and estimate.

2. RW Engineering

The consultant will provide a land surveyor licensed in the State of California to be responsible for surveying and right-of-way engineering. All survey and right-of-way engineering documents will bear the professional seal, certificate number, registration classification, expiration date of certificate, and signature of the responsible surveyor.

3. RW Resolutions of Necessity - Although substantial acquisition of property is not anticipated, if deemed necessary by TAMC, Consultant shall prepare Resolutions of Necessity for TAMC and local agency adoption. If necessary, the consultant will prepare materials for TAMC to conduct and document Condemnation Evaluation and Condemnation Panel Review meetings as required in accordance with Caltrans policy and guidance.

4. RW Acquisition

If TAMC acquires any property to be incorporated into the trail right-of-way outside of State right-of-way, the TAMC will acquire in its own name. If Caltrans acquires any right-of-way, Caltrans will first acquire it in TAMC's name. Title to the State Highway System right-of-way will ultimately be vested in the State. Caltrans' acceptance of title will occur after the Right-of-Way Closeout activities are complete.

5. RW Certification

The consultant will utilize a properly licensed consultant for all right-of-way activities, under the review and supervision of TAMC. A qualified right-of-way agent will administer all right-of-way consultant contracts. The consultant will prepare right-of-way certification. TAMC will submit a draft Right-of-Way Certification to Caltrans six weeks prior to the scheduled Right-of-Way Certification milestone date for review. TAMC will submit a final Right-of-Way Certification to Caltrans for approval prior to the advertising the construction contract.

Task 5: Utility Coordination

Consultant shall coordinate with utilities, including sending letters to area utilities, and performing field reconnaissance for all locations where the Project trail crosses a street or highway. Consultant shall review record plans received from utilities and analyze utility data captured during topographic surveys to identify potential conflicts with the proposed improvements. Consultant will work with TAMC and utility companies to determine the best strategy for dealing with utility conflicts. The Consultant shall include the utility information on the plans.

Task 5.1 PS&E Utility Conflict Maps

The consultant will prepare Utility Conflict Maps identifying the accommodation, protection, relocation, or removal of any existing utility facilities that conflict with construction of the project or that violate Caltrans' encroachment policy. The consultant will provide Caltrans a copy of Utility Conflict Maps for concurrence prior to issuing the Notices to Owner and executing the utility agreement. All utility conflicts will be addressed in the Project plans, specifications, and estimate.

Task 5.2 PS&E Utility Relocation Cost

The consultant will determine the cost to positively identify and locate, accommodate, protect, relocate, or remove any utility facilities whether inside or outside the State Highway System right-of-way in accordance with federal and California laws and regulations, and Caltrans policies, procedures, standards, practices, and applicable agreements including Freeway Master Contracts.

Task 6: Community Outreach

The Project trail alignment lies within the limits of four local jurisdictions running through parks and residential streets. The parks in each jurisdiction are enjoyed by a wide range of users. During the environmental process, those users expressed deep interest in participating in the design process. For this reason, the community outreach effort will focus on gaining consensus on the final trail design with each jurisdiction.

Task 6.1 Community and Stakeholder Meetings and Design Workshops - The consultant will develop an outreach plan to facilitate meaningful participation of Stakeholder Jurisdictions, and the community in the design process. This task includes small group meetings and design workshops focusing on the function and appearance of the trail setting through parks, easements, and on residential streets with focus on SR 218 Canyon Del Rey undercrossing and the Frog Pond switchback. Consultant shall prepare all meeting materials and facilitate outreach. Consultant will prepare visual simulations to support design solutions. TAMC anticipates three rounds of meetings are anticipated as part of this task. The following stakeholders and community workshops are anticipated to be involved in the environmental review process:

- TAMC Board and Committees (estimated 1-2 meetings at each of these): The consultant shall make presentations to the TAMC Board and the TAMC Bicycle and Pedestrian Committee to review and receive comments.
- Stakeholder Jurisdictions (estimated 3 meetings at each of these): The consultant shall organize meetings and make presentations to and receive comments from the Cities of Del Rey Oaks, Seaside, and the Monterey Peninsula Regional Parks District.
- Staff Level and Agency Partners Meetings (estimated 3-4 meetings with this group): Caltrans and Stakeholder Jurisdictions staff, Monterey Peninsula

Regional Park District. The consultant shall also participate in one-on-one meetings to follow-up with staff on design issues.

- Community Workshops (estimated 1-2 meetings in each of these locations): organize and sponsor workshops in Del Rey Oaks and Seaside areas to review plan concepts with the public. Workshops are envisioned for each location at the beginning of the process to enable interested citizens and agencies to present ideas and concerns and after consultant recommendations are released to enable public and agency review.

For all meetings and workshops, the consultant shall be responsible for preparing all materials and presenting information to those attending, and to TAMC staff, in web compatible formats. TAMC staff will be responsible for scheduling the time, date, and location of each workshop, providing public notice, mailing agenda materials to TAMC contact lists, posting materials on the TAMC's web site, and providing a representative to each meeting. The consultant should list a cost per meeting in their proposal cost estimate to account for additional stakeholder follow-up meetings that may be necessary aside from those listed here.

Task 6.2 - Grant Support - Consultant will provide TAMC with grant writing and technical analysis assistance for future grant applications. Technical analyses may be cost/benefit analysis or other technical analyses as required by different grant programs.

Task 6 Deliverables: Community and stakeholder outreach plan; Meeting agendas and materials; Presentation graphics and simulations; Meeting minutes. Total estimated number of meetings: 20

Task 7: Design Services during Construction

It is assumed that a contract will be bid and awarded for construction of the Project after successful completion of work by Consultant. The Consultant shall provide Design Services during Construction (DSDC) as described in the following tasks through Project award and construction:

Design Support During Advertisement Period (Bid Support)



The Consultant shall provide design support during Project construction bid advertisement by answering contractor inquiries and preparing addendums as requested by the TAMC.

Design Services During Construction

The Consultant shall provide design support during Project construction by answering contractor inquiries and preparing any design modifications for construction contract change orders and related to CGP deliverables and SWPPP revisions for submittal to the SWRCB at various phases of construction.

Construction Staking

The consultant shall provide construction survey staking. This may include attendance at construction coordination meetings as needed.

Record Drawings

Based on redline markups of the construction contract drawings provided by the contractor and resident engineer, the Consultant shall prepare record drawings using AutoCAD that reflect the actual improvements constructed in the field and submit them to Caltrans, TAMC, and each Stakeholder Jurisdiction.



Memorandum

To: Board of Directors
From: Madilyn Jacobsen, Transportation Planner
Meeting Date: June 24, 2020
Subject: **SB 743 Vehicle Miles Traveled Threshold Development - Request for Proposals and Contract**

RECOMMENDED ACTION:

Senate Bill 743 Vehicle Miles Traveled (VMT) Threshold Development - Request for Proposals

1. **RATIFY** the release of a Request for Proposals for consultant services to support VMT Threshold Development for jurisdictions in Monterey County;
2. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract with Kimley-Horn Associates, subject to approval by Agency Counsel, in an amount not to exceed \$150,000 to provide region-wide support in VMT Threshold Development;
3. **APPROVE** the use of TAMC Reserves as an interim fund to pay for the services until reimbursement by participating jurisdictions is complete; and
4. **AUTHORIZE** staff to enter into reimbursement agreements with local jurisdictions for procured technical assistance for VMT Threshold Development, subject to the review and approval of Agency Counsel; and
5. **AUTHORIZE** the Executive Director to take such further actions as may be necessary to fulfill the intent of the contract, including approvals or 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.

SUMMARY:

TAMC member agencies are seeking technical assistance for development of local thresholds of significance for vehicle miles traveled attributable to new development. Use of the "VMT" metric is newly-required under the Senate Bill 743 changes to the California Environmental Quality Act (CEQA) which take effect on July 1, 2020. TAMC is administering this shared contract to provide interested jurisdictions more timely and less costly technical assistance than would otherwise be available under several individual contracts. The Request for Proposals and consultant ranking were already conducted due to the short-time frame for implementation.

FINANCIAL IMPACT:

The jurisdictions that opt to participate in the procured services will be responsible for paying for their share of work through a cost reimbursement agreement. The primary financial impact to TAMC is the staff time associated with procuring and administering the contract. The Agency anticipates using up to \$150,000 in TAMC Reserves as an interim fund source for cash flow purposes only.

DISCUSSION:

In September, 2013, the California Legislature adopted and the Governor approved Senate Bill 743 (SB 743), which, among other things, required the Office of Planning and Research to identify new metrics for identifying and mitigating the transportation impacts of new development under the California Environmental Quality Act ("CEQA").

In December, 2018, pursuant to SB 743, the Office of Planning and Research adopted changes to the CEQA Guidelines that identified new metrics for transportation analysis, including Vehicle Miles Traveled (“VMT”) on a per capita, per employee, and net VMT. The prior metric utilized to evaluate the impact of projects was whether or not the project increased traffic Levels of Service above a locally-set threshold, defined according to a letter grade system of A (no traffic) through F (stop and go). The purpose of this change was to focus on reducing the creation of new trips and miles traveled rather than accommodating them with new travel lanes. The new VMT metrics go into effect on July 1, 2020.

It is part of TAMC’s obligations as a regional transportation planning agency to develop the Regional Transportation Plan and Congestion Management Plan, which will be impacted by the new metrics related to VMT. TAMC also has an obligation to review environmental documents prepared by jurisdictions to identify new traffic impacts on the regional transportation system caused by new development, and recommend strategies or solutions for addressing those impacts, including how to reduce vehicle miles traveled. In order to integrate the new VMT metric into the CEQA analysis of new projects, a threshold of significance (i.e. how many new miles traveled are considered to be significant and therefore mitigated) needs to be set. State law allows local entities to set their own thresholds, based on local circumstances.

Staff brought information to the Agency's Technical Advisory Committee about the updated metrics for measuring transportation impacts under SB 743 in May 2018 and April 2019. Staff has also been hosting SB 743 roundtable meetings with both planning and public works staff from jurisdictions across the Monterey County over the past few months. These meetings have fostered discussion on how TAMC can best support jurisdictions in meeting SB 743 requirements.

In late March 2020, the County of Monterey and some cities asked TAMC to assist with the development of local VMT thresholds of significance to meet SB 743 requirements. After discussions, the parties asked TAMC to issue a request for proposals to share consultant services to provide technical assistance in this exercise.

TAMC released a request for proposals at the end of May to expedite the procurement. The scope of work includes development of vehicle miles traveled thresholds, screening maps and travel demand management strategies/trip reduction strategies for up to nine jurisdictions within Monterey County to meet the requirements of SB 743. Proposals were received from three firms: GHD, Kimley-Horn and Mark Thomas. The review panel recommends the selection of Kimley-Horn to provide these technical services, based on their extensive experience utilizing the AMBAG model and providing SB 743 technical assistance within the Monterey Bay region. The procurement is particularly valuable for jurisdictions in Monterey County that may not have the capacity to procure their own services. Through the Agency's procurement, jurisdictions in Monterey County can save time and cost in meeting the requirements of SB 743. The entire effort is estimated to take four months.

The cities of Pacific Grove, Soledad and King City have already expressed interest and the County of Monterey and other cities may also be interested in utilizing the technical assistance to be undertaken by the TAMC-procured consultant. The proposed process is to enter into a reimbursement agreement with all participating jurisdictions. While TAMC has undertaken the effort to procure a consultant, The Executive Director does not plan to sign the consultant contract until all the participating jurisdictions approve the reimbursement agreement.

ATTACHMENTS:

- Scope of Work

WEB ATTACHMENTS:

[Draft Local Agency - TAMC Reimbursement Agreement](#)

Draft Scope of Work – SB 743 VMT Threshold Development

The following draft Scope of Work encompasses the tasks for up to nine jurisdictions that have not initiated their own contract or analysis to establish VMT Thresholds to meet SB 743 requirements. The jurisdictions included in this scope of work could include:

- Gonzales
- Soledad
- Greenfield
- King City
- Pacific Grove
- Carmel
- Seaside
- Del Rey Oaks
- Monterey County

1. Project Management and Coordination

This task includes 3-4 meetings with each of the jurisdictions who elect to participate under this contract to review unique needs of the jurisdiction relevant to vehicle miles traveled and travel demand management. Each meeting is anticipated to take place virtually and last about 1-1.5 hours.

1.1. Review Existing County VMT / AMBAG Model / City VMT

Review by Traffic Analysis Zone (TAZ) of the land use forecasts from for General Plan buildout is required for consistency in forecasting traffic and VMT on the road network. This task will be done in close collaboration with the city/county staff.

2. Technical Analysis

The technical analysis task includes the development of VMT thresholds, screening maps and travel demand management threshold/reduction strategy for mitigation.

2.1. Develop VMT Thresholds

Develop VMT thresholds for the city/county based on input from the review of existing county VMT / AMBAG Model and the city/county’s needs.

2.1 Develop VMT Screening Maps based on Defined VMT Threshold

The travel demand model will be used to set up screening thresholds for the different jurisdictional areas and TAZ’s per the SB 743 requirements. This task will also determine areas in the jurisdiction that would meet the requirements for possible exemption and will not have any significant impacts per the new SB 743 guidelines.

2.2. Travel Demand Management – Mitigation

Develop a TDM threshold and reduction strategy that would constitute required mitigations or conditions of approval for projects with impacts.

3. Develop Report / Documentation

Develop report with documentation for the each of the jurisdictions that elect to participate under this contract to document assumptions made in establishing the VMT Thresholds. Documentation will first be produced in a draft format for feedback from the lead agency. Then, the consultant will submit a final report.

4. Contract Administration

This task includes the required contract administration, such as invoicing and reporting.

5. (OPTIONAL TASK): Standard Sketch Planning Tool

Sketch planning tools are generally used to estimate transportation or land use impacts, typically developed as a spreadsheet-based tool in software programs such as Microsoft Excel. This optional task supports the development of an interactive spreadsheet-based tool that can advance the jurisdiction's ability to assess localized VMT impacts and mitigation. The sketch planning tool should allow the jurisdiction to understand VMT impacts by land use type for a specific, localized address within their jurisdiction. The Sketch Planning Tool could support the jurisdiction in understanding the type of mitigation that would help reduce VMT impacts in that area of their city/county.



Memorandum

To: Executive Committee
From: Christina Watson, Principal Transportation Planner
Meeting Date: June 24, 2020
Subject: Legislative Update

RECOMMENDED ACTION:

RECEIVE update on state and federal legislative activities and **ADOPT** positions on legislation.

SUMMARY:

On June 3, the Executive Committee discussed an updated bill list and an update on state and federal legislative activities and recommended that the Board adopt positions on legislation.

FINANCIAL IMPACT:

Some bills on the list may impact TAMC finances, in particular in relation to Measure X revenues.

DISCUSSION:

Online as **web attachments** are a state update from Agency legislative consultant Gus Khouri and an updated draft bill list. Due to the shortened legislative session, most bills will not move forward this year and have been removed from the bill list. Meanwhile, the TAMC-sponsored bill, Senate Bill 1231 by Senator Monning, passed the Senate Natural Resources and Water Committee on consent on May 19, the Senate Appropriations Committee on June 9, and the Senate Floor on June 11. It is now in the Assembly awaiting assignment. Two additions from the list adopted by the Board of Directors on May 27 are shown in underline. The Executive Committee discussed the updated bill list at their June 3 meeting and recommended that the Board adopt positions:

- Assembly Bill 2323 (Friedman): CEQA Exemptions: housing near transit - Monterey-Salinas Transit has asked TAMC to support this bill.
- Senate Bill 1351 (Beall): Transportation Planning - this bill would place a limit on the percentage of Local Transportation Funds that could be used for planning purposes. The Executive Committee recommends a position to "oppose unless amended" to exempt smaller counties.

In Washington, DC, the House has proposed a transportation reauthorization bill, known as the "Investing in a New Vision for the Environment and Surface Transportation (INVEST) in America" Act (see **web attachment**). It would invest almost \$500 billion over 5 years in transportation. Staff will continue to monitor this bill, but expects a continuing resolution for the previous transportation authorization bill, which expires on September 30, 2020.

WEB ATTACHMENTS:

- [State legislative update](#)
- [State bill list](#)
- [2020 INVEST in America Act Summary](#)



Memorandum

To: Board of Directors
From: Todd Muck, Deputy Executive Director
Meeting Date: June 24, 2020
Subject: Central Coast Coalition Memorandum of Understanding

RECOMMENDED ACTION:

Central Coast Coalition Memorandum of Understanding

1. **APPROVE** an agreement with Association of Monterey Bay Area Governments, and the regional transportation agencies for Monterey, Santa Cruz, San Benito, Santa Barbara, and San Luis Obispo counties to advocate transportation improvements throughout the Central Coast;
2. **APPROVE** the use of \$26,000 in local Congestion Management Program funds over 5 years for this purpose; and
3. **AUTHORIZE** the Executive Director to make administrative changes to the agreement, subject to approval of Agency Counsel.

SUMMARY:

The Central Coast Coalition was formed in 2010 to raise awareness of transportation issues on the Central Coast, including highlighting the importance of U.S. 101 on the Central Coast as a major economic asset to the state and nation and encouraging investment in the corridor. The Coalition seeks sustainable transportation solutions that integrate highways and local roads with central coast rail corridors, bus transit, active transportation, and goods movement in a manner that addresses the needs of small urban, suburban and rural areas of the Central Coast.

FINANCIAL IMPACT:

Central Coast Coalition annual dues are split based on population between the Coalition agencies. The Transportation Agency's commitment is \$5,200 annually for five years totaling \$26,000. This amount is consistent with the Agency's past annual dues for the Central Coast Coalition. The Agency's funding commitment is from local Congestion Management Program funds and would be primarily used for legislative advocacy.

DISCUSSION:

U.S. 101 functions as a critical north-south corridor connecting the Central Coast and the greater Los Angeles Metropolitan Area to the south, the greater San Jose / San Francisco Metropolitan Area to the north, and the Central Valley to the east, serving as: a critical goods movement corridor; the primary alternative north/south highway when Interstate 5 is periodically closed due to storms and accidents; and, an emergency escape route upon any natural or man-made accident or disaster occurring along the coast including wildfires and earthquakes.

Since 2011, the agencies have worked together as the Central Coast Coalition to raise awareness of the U.S. 101 corridor on the Central Coast as a major economic asset to the state and nation, to encourage public and private investment on the corridor, and to facilitate the improvement of the U.S. 101 corridor for approximately 269 miles

from the Santa Barbara/Ventura County line to the San Benito/Santa Clara County line. Caltrans District 5 is an active partner with the Coalition and has taken the lead to work with the Coalition to develop a business plan for the US 101 corridor. The US 101 Business Plan will document the economic benefits provided by the transportation infrastructure running through the Central Coast and lay the groundwork to support additional state and federal investment in our transportation system. The Coalition's efforts support other activities such as the Coast Rail Coordinating Council's efforts to increase rail service in the central coast counties.

In addition to monthly staff coordinated meetings, the Central Coast Coalition participates in an annual Sacramento Legislative Advocacy Day, California Transportation Commission town halls, briefings for individual California Transportation Commission commissioners, state agency special meetings, state workshops and meeting participation, and other activities related to the U.S. 101 corridor or other issues in common.

This Memorandum of Understanding will be effective as of July 1, 2020 and will expire on June 30, 2025, unless the agencies agree otherwise. Santa Barbara County Association of Governments serves as the Administrative Agency for the Central Coast Coalition during the term of this Memorandum of Understanding and will enter into an agreement with a firm to provide legislative advocacy services for the Central Coast Coalition. In addition to the Transportation Agency, this Memorandum of Understanding includes the Santa Barbara County Association of Governments, Association of Monterey Bay Area Governments, Council of San Benito County Governments, San Luis Obispo Council of Governments, and Santa Cruz County Regional Transportation Commission.

ATTACHMENTS:

- Central Coast Coalition Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING
BETWEEN THE:
SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS,
ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS,
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS,
TRANSPORTATION AGENCY FOR MONTEREY COUNTY,
SAN LUIS OBISPO COUNCIL OF GOVERNMENTS, AND
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
TO ENSURE THE VITALITY OF THE
U.S. 101 CORRIDOR ALONG THE CENTRAL COAST

Effective: July 1, 2020

THIS Memorandum of Understanding (MOU) is hereby made by and between the Santa Barbara County Association of Governments (SBCAG), Association of Monterey Bay Area Governments (AMBAG), Council of San Benito County Governments (San Benito COG), Transportation Agency for Monterey County (TAMC), San Luis Obispo Council of Governments (SLOCOG), and Santa Cruz County Regional Transportation Commission (SCCRTC), collectively referred to herein as the “CENTRAL COAST COALITION,” or the “AGENCIES”, or individually as AGENCY.

RECITALS

WHEREAS, the AGENCIES are either a regional transportation agency established pursuant to the California Government Code sections 6500 et seq or are a designated Metropolitan Planning Organization for their region by the Governor in accordance with Title 23 of the Code of Federal Regulations section 450.310; and

WHEREAS, the since 2011 the AGENCIES have worked together as the CENTRAL COAST COALITION to raise awareness of the U.S. 101 corridor on the Central Coast as a major economic asset to the state and nation and to encourage public and private investment on the corridor, and to facilitate the improvement of the U.S. 101 corridor for approximately 269 miles from the Santa Barbara/Ventura County line to the San Benito/Santa Clara County line (“U.S. 101”); and

WHEREAS, the U.S. 101 functions as a critical north-south corridor connecting the Central Coast and the greater Los Angeles Metropolitan Area to the south, the greater San Jose / San Francisco Metropolitan Area to the north, and the Central Valley to the east, serving as: a critical goods movement corridor; the primary alternative north/south highway when Interstate 5 is periodically closed due to storms and accidents; and an emergency escape route upon any natural or manmade accident or disaster occurring along the coast including wildfire, earthquake, tsunami, or critical incident at Diablo Nuclear Power Plant; and

WHEREAS, the U.S. 101 is a part of the National Highway system, is on the State Interregional Road System, and is designated a High Emphasis Focus Route in the Caltrans Interregional Transportation Strategic Plan; and

WHEREAS, the U.S. Department of Transportation in cooperation with the U. S.

Department of Defense has also deemed the Route essential for the national defense designating it a Strategic Highway Network Corridor (SHNC); and

WHEREAS, in addition to monthly staff coordinated meetings, the CENTRAL COAST COALITION orchestrates or participates in the following: annual Sacramento Legislative Advocacy Day, California Transportation Commission town halls, state agency special meetings, state workshops and meeting participation, and other activities related to the U.S. 101 corridor that spans across the AGENCIES jurisdictions; and

WHEREAS, the AGENCIES desire to set forth an annual dues schedule for the purposes of covering the expenses of the Central Coast Coalition including legislative advocacy services for a period of five years; and

WHEREAS, the AGENCIES desire SBCAG to serve as the Administrative Agency for the CENTRAL COAST COALITION during the term of this MOU and to enter into an agreement with a legislative advocacy firm to provide legislative advocacy services for the CENTRAL COAST COALITION.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the AGENCIES agree as follows:

1. **ROLES AND RESPONSIBILITIES.** Under this MOU, the AGENCIES agree to work together to:
 - A. Raise the awareness of the importance of U.S. 101 as a critical north south highway, as well as other state routes like Highways 1, 17, 41, 46, 156 and 166, supporting the foundation of the regional economy which is also vital at statewide and national levels.
 - B. Cooperate in developing and distributing information about the corridor including but not limited to improvement needs, funding options and strategies, economic impacts and benefits.
 - C. Identify funding that the AGENCIES may pursue or obtain for improvements for the U.S. 101.
 - D. Coordinate with Caltrans District 5 to develop projects to support the U.S. 101.
 - E. Seek support from other public and private partners to raise awareness about the importance of the U.S. 101 and encourage investments in corridor improvements.
 - F. Highlight the importance of the U.S. 101 corridor on the California Central Coast with the California State Transportation Agency, California Transportation Commission and state legislative and congressional representatives.

- G. Seek appropriate state and federal designations that promote the statewide and national significance of the corridor for long-term economic vitality and seek additional state and federal funding for its improvement.
 - H. The name for the working body under this mutual understanding will be known as the "CENTRAL COAST COALITION".
 - I. The AGENCIES agree the CENTRAL COAST COALITION is a multi-jurisdictional recommending agency that is not a separate legal entity and does not have powers of a decision-making body. The CENTRAL COAST COALITION cannot enter contracts, employ staff, apply for grants or other funding, incur debts, sue or be sued.
2. **ADMINISTRATIVE AGENCY.** SBCAG shall serve as the Administrative Agency for the CENTRAL COAST COALITION. As the Administrative Agency, SBCAG shall:
- A. Upon approval by the SBCAG Board, enter into an agreement with a legislative advocacy firm, in compliance with SBCAG's purchasing policy and bidding procedures, to provide legislative advocacy services for the CENTRAL COAST COALITION to advance the collective position of the AGENCIES with Caltrans, the California Transportation Commission, the State Legislature, the Governor's Office, and other appropriate groups.
 - B. Be the single point of contact for the legislative advocate and will have the sole authority to provide direction to the legislative advocate regarding the CENTRAL COAST COALITION policy positions.
 - C. Serve as the custodian of dues paid by AGENCIES and deposit dues in a separate fund.
 - D. Pay all invoices of the legislative advocate from the separate fund consisting of dues paid by AGENCIES.
3. **TERM & TERMINATION.** This MOU is effective as of July 1, 2020 and shall expire on June 30, 2025, unless the AGENCIES agree otherwise. Any AGENCY may terminate its participation from this MOU upon 30-days written notification to the other AGENCIES.
4. **FINANCIAL RESPONSIBILITIES.**
- A. Each AGENCY shall pay annual dues based on a population formula as follows:

Agency	Annual Amount Due
SBCAG	\$5,200
SLOCOG	\$3,300
AMBAG	\$2,000

San Benito COG	\$1,000
TAMC	\$5,200
SCCRTC	\$3,300
TOTAL	\$20,000

- B. The AGENCIES shall pay annual dues to provide revenues to fulfill the roles and responsibilities of AGENCIES described above.
 - C. Dues shall be used for purposes consistent with the mission of the Coalition including legislative advocacy.
 - D. Dues are payable by June 30 of each fiscal year.
5. **LIABILITY AND INDEMNIFICATION.** Each AGENCY agrees to defend, indemnify and hold harmless other AGENCIES, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including the Central Coast Coalition that arise out of, or are related any act or omission of the Central Coast Coalition relating to this MOU. The obligation to indemnify shall be effective and shall extend to all such claims or losses in their entirety.
6. **GENERAL TERMS & CONDITIONS.**
- A. **Entire Agreement and Amendment.** In conjunction with the matters considered herein, this MOU contains the entire understanding and agreement of the parties and there have been no promises, representations, agreements, warranties or undertakings by any of the parties, either oral or written, of any character or nature hereafter binding except as set forth herein. This MOU may be altered, amended or modified only by an instrument in writing, executed by the AGENCIES to this Agreement and by no other means. Each AGENCY waives its future right to claim, contest or assert that this MOU was modified, canceled, superseded, or changed by any oral agreements, course of conduct, waiver or estoppel.
 - B. **Nondiscrimination.** Each AGENCY shall comply with the Civil Rights Act of 1964, as amended, and shall not discriminate on the basis of race, color, national origin, or sex in the performance of this MOU.
 - C. **Non-assignment.** AGENCIES shall not assign, transfer or subcontract this MOU or any of its rights or obligations without the prior written consent of each AGENCY and any attempt to so assign, transfer, or subcontract without such consent shall be void and without legal effect.
 - D. **Headings.** The headings of the several sections shall be solely for convenience of reference and shall not affect the meaning, construction or effect hereof.

- E. **Severability.** If any one or more of the provisions contained herein shall for any reason be held to be invalid, illegal or unenforceable in any respect, then such provision or provisions shall be deemed severable from the remaining provisions hereof, and such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this MOU shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

- F. **Compliance with Law.** Each AGENCY shall, at its sole cost and expense, comply with all State and federal ordinances and statutes, including regulations now in force or which may hereafter be in force with regard to this MOU. The judgment of any court of competent jurisdiction, or the admission of any AGENCY in any action or proceeding against an AGENCY, whether any other AGENCY is a party thereto or not, that an AGENCY has violated any such ordinance statute, or regulation, shall be conclusive of that fact.

- G. **Jurisdiction & Venue.** This MOU shall be governed by the laws of the State of California. Any litigation regarding this MOU or its contents shall be filed in the County of Santa Barbara, if in State court, or in the federal district court nearest to San Luis Obispo County, if in federal court.

- H. **Authority.** All signatories and parties to this MOU warrant and represent that they have the power and authority to enter into this MOU in the names, titles and capacities herein stated and on behalf of any entities, persons, or firms represented or purported to be represented by such entity(ies), person(s), or firm(s) and that all formal requirements necessary or required by any State and/or federal law in order to enter into this MOU have been fully complied with.

- I. **Execution of Counterparts.** This MOU may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as the parties shall preserve undestroyed, shall together constitute one and the same instrument.

(Signatures on following pages.)

IN WITNESS WHEREOF, the AGENCIES have executed this MOU to be effective July 1, 2020.

Santa Barbara County Association of Governments

Gregg Hart, Chair
Date: _____

Marjie Kirn, Executive Director

Approved as to Form
Michael C. Ghizzoni
County Counsel

Deputy County Counsel

San Luis Obispo Council of Governments

Fred Strong, President
Date: _____

Pete Rodgers, Executive Director

Approved as to Form
SLOCOG Counsel

Association of Monterey Bay Area Governments

Kristin Petersen, President
Date: _____

Maura Twomey
Executive Director

Approved as to Form
AMBAG Counsel

Santa Cruz County Regional Transportation Commission

Bruce McPherson, Chair
Date: _____

Guy Preston, Executive Director

Approved as to Form

SCCRTC Counsel

Transportation Agency for Monterey County

Luis Alejo, Chair
Date: _____

Debra L. Hale, Executive Director

Approved as to Form
TAMC Counsel

Kathryn Reimann

Council of San Benito County Governments

Ignacio Valezquez, Chair
Date: _____

Mary Gilbert, Executive Director

Approved as to Form
San Benito County Counsel

Shirley L. Murphy



Memorandum

To: Board of Directors
From: Theresa Wright, Community Outreach Coordinator
Meeting Date: June 24, 2020
Subject: **Measure X Citizens Oversight Committee Appointments**

RECOMMENDED ACTION:

APPROVE the appointments of Jesús Valenzuela and Andrea Manzo, to serve as the representative and alternate representative for Building Healthy Communities, Paul Arnaudo to serve as the alternate representative for the Monterey County Farm Bureau and Laurie Eavey to serve as the alternate representative for Communities for Sustainable Monterey County on the Measure X Transportation Safety & Investment Plan Citizens Oversight Committee.

SUMMARY:

The Transportation Safety & Investment Plan Policies calls 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.

Cesar Lara and Monica Gurmilan, who served as the representative and alternate representative for Building Healthy Communities, are no longer with the organization. As a result, Building Healthy Communities has nominated Jesús Valenzuela, to serve as their representative and Andrea Manzo, to serve as their alternate representative on the Oversight Committee.

Bill Lipe, the alternate representative for the Monterey County Farm Bureau, has resigned from the Measure X Citizen Oversight Committee. In response, the Farm Bureau has nominated Paul Arnaudo to fill the vacancy.

Communities for Sustainable Monterey County has nominated Laurie Eavey to serve as their alternate representative. Ms. Eavey's appointment will fill a position that has been vacant since the inception of the committee.

This report seeks the appointments of Jesús Valenzuela, Andrea Manzo, Paul Arnaudo and Laurie Eavey to serve as an representative or alternate representative on the Measure X Transportation Safety & Investment Plan Citizens Oversight Committee in accordance with the nomination submitted by their respective organizations.



Memorandum

To: Board of Directors
From: Laurie Williamson, Senior Transportation Engineer
Meeting Date: June 24, 2020
Subject: Call Box Maintenance and Improvements Agreement

RECOMMENDED ACTION:

Call Box Maintenance and Improvements:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute a contract with CASE Emergency Systems for an amount not to exceed \$878,025.00 to provide call box maintenance and improvements, for the period ending June 30, 2023;
2. **APPROVE** the use of \$878,025.00 in Service Authority for Freeways and Expressways funds budgeted for this purpose; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work or change the approved contract term or amount.

SUMMARY:

The Transportation Agency for Monterey County Service Authority for Freeway Emergencies owns and operates a system of 188 call boxes. The Agency's current contract for call box maintenance and improvement services expires on June 30, 2020. The Agency received one submittal in response to the Request for Proposals published in April 2020.

FINANCIAL IMPACT:

The Service Authority for Freeways and Expressways (SAFE) program is funded by a \$1 per vehicle surcharge as part of the Department of Motor Vehicles registration fees. The contract's \$878,025.00 budget covers a range of program activities; including maintenance, cellular upgrades, and removing or replacing call boxes.

DISCUSSION:

The Service Authority for Freeways and Expressway program provides free emergency telephone services to stranded motorist through call boxes. The program is a joint effort between the California Department of Transportation, the California Highway Patrol and the Transportation Agency.

In Monterey County, a system of 188 call boxes allows motorists to request roadside assistance along the following routes: State Route 1, State Route 68, State Route 156, US Highway 101, Jolon Road (G14, G18), and Arroyo Seco Road / Carmel Valley Road (G16). Since the program's inception in 1999, many system improvements have been implemented, including improved accessibility for disabled motorists, enhanced system coverage, and faster response to call box calls. The call box system has also completed upgrades for digital service conversion, and speech and hearing impaired capability. In February of 2014, the Transportation Agency entered into a three-year maintenance and improvement contract. The contract was renewed for an additional three years in 2017 and expires on June 30,

2020.

Call box maintenance, both preventative and corrective, includes items such as repairs due to knockdowns or vandalism, temporary removals due to construction, permanent removals and maintaining boxes in good working order. Also included in this contract are ADA site improvements as well as special projects the contractor may be requested to perform. Two special projects that have been identified are implementing a modernization plan to remove call boxes no longer necessary as well as installing call boxes in locations where there is limited cellular coverage, and upgrading cellular call boxes to 4G cellular service.

On April 22, 2020 the Transportation Agency Board of Directors approved the Request for Proposals for Call Box Maintenance and Improvements. Staff distributed the Requests for Proposals to various consultants as well as posted online and noticed in the Monterey Herald.

TAMC received one proposal by the required due date of May 14, 2020 at 2:00 pm. The proposal received is from the current maintenance provider. Based on criteria specified in the Request for Proposals and the proposer's past performance in providing call box maintenance, staff recommends executing a contract with CASE Emergency Systems. The proposed agreement is for a three (3) year period ending June 30, 2023 with the option to extend the agreement for up to two (2) additional periods of two (2) years.

WEB ATTACHMENTS:

[Call Box Maintenance Agreement 2020](#)



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: June 24, 2020
Subject: **Committee Minutes**

RECOMMENDED ACTION:

ACCEPT draft minutes of the Transportation Agency Committees:

- Executive Committee - draft minutes of June 3, 2020
- Rail Policy Committee- draft minutes of June 1, 2020
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - June 3, 2020
- [Technical Advisory Committee](#) - June 4, 2020
- [Excellent Transportation Oversight Committee](#) - draft minutes of May 5, 2020

ATTACHMENTS:

- ❑ Executive Committee draft Minutes of June 3, 2020
- ❑ Rail Policy draft Minutes of June 1, 2020

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: Luis Alejo (Chair),
 Ed Smith (1st Vice Chair), Mary Adams (2nd Vice Chair),
 Robert Huitt (Past Chair),
 Chris Lopez (County representative), Michael LeBarre (City representative)*

Wednesday, June 3, 2020

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

ZOOM REMOTE VIDEO/PHONE CONFERENCE ONLY

EXECUTIVE COMMITTEE	AUG 19	SEP 19	OCT 19	NOV 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20
Luis Alejo, Chair Supr. Dist. 1 (L. Gonzales; J. Gomez)	P	P	P	P	P(A)	P (TC)	P (TC)	P (VC)	P (VC)	P (VC)
Michael LeBarre, City Representative King City (C. DeLeon)	P	P	P	P	P	P	P	P (VC)	P (VC)	P (VC)
Robert Huitt, Past Chair Pacific Grove (D. Gho)	P	P	P	P	P	P	P	P (VC)	P (VC)	P (VC)
Chris Lopez, County Representative Supr. Dist. 2						P*	P	P (VC)	P (VC)	P (VC)
Mary Adams, 2nd Vice Chair Supr. Dist. 5 (Y. Anderson)	P(A)	P	P(A)	P	P	P	P(A)	P (VC)	P (VC)	P (A) (VC)
Ed Smith, 1st Vice Monterey (A. Renny)	P	P	P	P	P	P	P	P (VC)	P (VC)	P (VC)

TC: via teleconference; VC: via Zoom video conference

- 1. CALL TO ORDER:** Chair Alejo called the meeting to order at 9:00 a.m. Roll call was taken, and a quorum was confirmed.

Staff present: Goel, Hale, Muck, Rodriguez, and Watson
 Others present: Agency Counsel Kay Reimann; Gus Khouri, Legislative Analyst; and
 County Counsel Katherine Hansen

- 2. PUBLIC COMMENTS:** None

3. CONSENT AGENDA:

M/S/C Lopez/Smith/unanimous

On a motion by Committee Member Lopez and seconded by Committee Member Smith, the committee voted 6-0 to approve the minutes from the Executive Committee meeting of May 6, 2020.

4. LEGISLATIVE UPDATE

M/S/C Lopez/LeBarre/unanimous

On a motion by Committee Member Lopez, seconded by Committee Member Smith, the committee voted 6-0 to recommend Board approval of positions on legislation, with the addition of an “oppose unless amended” position on Senate Bill (SB) 1351 (Beall): Transportation Planning.

Gus Khouri, Agency legislative consultant, reported that the Legislature has returned from an extended spring break due to the COVID-19 Stay-at-Home order. After reconvening, their priority will be to enact a budget by June 15, 2020. The May Revise shows sales tax revenue at 27% below January’s budget projections, which impacts transportation revenues. Since data on sales and income tax revenues will not be fully available until July or August, the Legislature will reevaluate the budget in August.

Mr. Khouri noted that 90% of the bills in the attached bill list will not proceed this legislative session due to its shortened timeframe and will be deleted from the list going forward. Mr. Khouri noted that Senator Monning’s top priority is the TAMC-sponsored SB 1231, related to habitat mitigation for State Route 156, noting that bill is on consent for the Senate Appropriations Committee on June 9 and is considered an urgency item. He reviewed the other new bill recommendations in the matrix, including Assembly Bill 2323 (Friedman): California Environmental Quality Act exemptions for transit-oriented development. The Committee recommended the Board approve a “support” position on this bill.

Regarding the other new bill recommendation, Mr. Khouri noted that statute currently allows 3% of Transportation Development Act/ Local Transportation Funds for planning purposes, unless Caltrans approves an increase to this amount. Senator Beall’s SB 1351 would place a 5% cap on the amount Caltrans could approve. TAMC currently uses 4.62% for planning purposes; if the overall fund source decreases due to declining sales tax income, the percentage needed to cover planning would increase. The Committee recommended the Board approve an “oppose unless amended” position on this bill to exempt smaller counties.

Christina Watson, Principal Transportation Planner, reported that the House’s proposed transportation reauthorization act, the “INVEST in America” Act, was announced that

morning and that Ms. Watson will provide more information in the report to the TAMC Board. Executive Director Hale noted that the proposal of \$500 billion over 5 years was an increase over the previous authorization bill, but that the Senate has not indicated their support for this bill, so staff was still expecting a continuing resolution before the September 30 expiration of the prior bill.

5. EVALUATION OF EXECUTIVE DIRECTOR & COUNSEL

M/S/C Lopez/Smith/unanimous

On a motion by Committee member Lopez and seconded by Committee member Smith the Committee approved evaluation form, procedure, and timeline for completing annual evaluation for Executive Director and received report on transition of Counsel.

Rita Goel, Director of Finance & Administration reported that the Agency Bylaws require an annual evaluation of the Executive Director and Counsel. She also noted that the Executive Director contract expires June 30, 2021. However, as current Counsel Kay Reimann will be retiring in December, and a new Counsel will be appointed, the Executive Committee recommended not doing the Counsel evaluation this year.

Katherine Reimann, Agency Counsel, announced that she will be leaving at the end of next year, and introduced Katherine Hansen as the incoming Agency Counsel replacement. Chair Alejo thanked Counsel Reimann for her efforts and commended her for doing a great job.

Katherine Hansen reported that she is relatively new with the county counsel office. She started last year, but has worked in the private sector, Washington D.C., and in Government Affairs.

Committee member LeBarre recommended that a final statement of work for counsel would be sufficient instead of a full evaluation. Chair Alejo concurred with LeBarre, noting an acknowledgment would be fine.

Committee member Huitt recommended that the counsel evaluation form is not necessary, noting that Board members really don't know all the details. Committee member Lopez concurred with Huitt. He also noted he appreciated all Kay has done, but the evaluation is a tedious process and did not think it needed to be done.

6. TAMC DRAFT AGENDA

Deputy Executive Director Muck reviewed the draft regular and consent agenda for the TAMC Board meeting of June 22, 2020. After Executive Committee discussion, the following items will be considered on the regular agenda:

- Executive Director Evaluation and Counsel Final Statement
- State Route 156 Plan
- Regional Conversation Investment Strategy update

On the consent agenda, the Board will consider actions related to several items including:

- Weighted Vote Table update
- COVID 19 Protection Protocols and Benefits
- Legislative Update
- Fort Ord Trail & Greenway Segment 1 Design Request for Proposals
- SB 743 VMT Threshold Development - Request for Proposals and Contract
- Central Coast Coalition MOU
- Measure X Citizens Oversight Committee Appointments
- Call Box Maintenance and Improvements Agreement; and
- Regional Fee Agreement

7. ANNOUNCEMENTS

Director Hale announced that she will be on vacation leave for two weeks on July 1, to July 15 noting that her husband will be having heart surgery. Board Alejo wished him a well surgery and recovery.

8. ADJOURNMENT

Chair Alejo adjourned the meeting at 10:32 a.m.

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)

RAIL POLICY COMMITTEE MEETING

DRAFT Minutes of June 1, 2020

Transportation Agency for Monterey County

ZOOM REMOTE VIDEO/PHONE CONFERENCE ONLY

	JUL 19	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20
L. Alejo, Dist. 1 (L. Gonzalez, J. Gomez)	N	P(A)	C	P(A)	P(A)	N	-	P(A)	P(A)	C	-	-
J. Phillips, Dist. 2 (J. Stratton, C. Link)	O	P(A)	A	P(A)	P(A)	O	P(A)	P(A)	-	A	P(A)	P(A)
J. Parker, Dist. 4 (W. Askew)		E	N	P(A)	P(A)		P(A)	P(A)	-	N	P(A)	P(A)
M. Adams, Dist. 5, (Y. Anderson)	M	P(A) TC	C	-	P(A)	M	P(A)	P(A)	E	C	P(A)	P(A)
M. LeBarre, King City, Chair (C. DeLeon)	E	P	E	P	P	E	P	P	P	E	P	P
B. Delgado, Marina, Vice Chair (F. O'Connell)	E	P	L	P	-	E	P	P	P	L	P	P
E. Smith, Monterey (A. Renny)	T	P	L	-	-	T	P	P	P	L	P	P
S. Davis, Salinas, (C. Cromeenes)	I	P	E	P	P	I	P	P	P	E	P	P
G. Hawthorne, Sand City (J. Blackwelder , K. Cruz)	N	P(A)	D	P(A)	P(A)	N	P(A)	P(A)	P(A)	D	P(A)	P(A)
I. Oglesby, Seaside (D. Pacheco)	G	P		-	P	G	P	-	P		P	P
A. Chavez, Soledad (F. Ledesma)		-		P	P		-	P	-		P	P
D. Potter, At Large Member		P		E	E		P	P	P		P	P
M. Twomey, AMBAG (H. Adamson, P. Hierling)		P(A)		E	P(A)		P(A)	-	P(A)		P(A)	P(A)
O. Monroy-Ochoa, Caltrans District 5		-		-	-		-	-	-		P	-
C. Sedoryk, MST (L. Rheinheimer)		P(A)		P(A)	P(A)		P(A)	P(A)	P(A)		-	P(A)
STAFF												
D. Hale, Exec. Director		P		P	E		E	P	E		P	P
T. Muck, Deputy Exec. Director		P		P	P		P	P	P		P	P
C. Watson, Principal Transp. Planner		P		P	P		P	P	P		P	P
M. Zeller, Principal Transp. Planner		P		P	P		P	P	P		P	P
Theresa Wright, Outreach Coordinator		-		E	P		-	-	P		P	P
M. Montiel Admin Assistant		P		P	P		P	P	P		P	P
L. Williamson, Senior Engineer		E		P	E		P	E	P		E	P
Madilyn Jacobsen, Transportation Planner				P	P			P	P		P	P

1. QUORUM CHECK AND CALL TO ORDER

Chair LeBarre called the meeting to order at 3:02 p.m. A quorum was established, and self-introductions were made.

OTHERS PRESENT

Jim Cook	TAMC staff	Alan Miller	Caltrans
Katherine Hansen	County Counsel	Barry Scott	Coastal Rail Santa Cruz
Doug Yount	Shea Homes		

2. PUBLIC COMMENTS

None

3. CONSENT AGENDA

M/S/C Davis/ Smith/unanimous

3.1 Approved minutes of the May 4, 2020 Rail Policy Committee meeting.

3.2 Received update on the Monterey Bay Area Rail Network Integration Study

END OF CONSENT AGENDA

4. CENTRAL COAST HIGHWAY 1 ELKHORN SLOUGH RESILIENCY STUDY

The Committee received a presentation and provided comments on the draft Central Coast Highway 1 Elkhorn Slough Resiliency Study.

Christina Watson, Principal Transportation Planner, introduced Heather Adamson, Director of Planning, Association of Monterey Bay Area Governments, who presented on the draft Central Coast Highway 1 Elkhorn Slough Resiliency Study. Ms. Adamson reported that transportation corridors through Elkhorn Slough will face significant challenges under conditions of climate change and sea level rise. Ms. Adamson noted that flood projection shows inundation of the Moss Landing Harbor, Highway 1, rail corridor and adjacent areas. She noted that without action we will lose 50% of marsh and mudflat and transportation will be severely impacted. The study presents a detailed understanding of the risks and options for adaptation in this critical stretch of Highway 1 and the railway corridor, as well as an adaptation management strategy to ensure updated scientific information is integrated into the project planning process.

In conclusion, Ms. Adamson noted that the study emphasizes the importance of starting planning for Highway 1 and railway adaptation in the early to mid-2030s and implementing a course of action well before sea levels are predicted inundate the corridor in mid-to late-21st century. The draft study was released for review on May 12, 2020. The close of the public review period is June 11, 2020.

Committee Alternate Stratton thanked Heather for the thorough yet succinct presentation and mentioned that this issue has been on District 2's top transportation concern list for the past 5 years.

5. FORD ORD PROPERTY MANAGEMENT AND DEVELOPMENT

The Committee received an update on Agency activities related to property management and development opportunities for 12.1 acres of Agency land on the former Fort Ord.

Debbie Hale, Executive Director, introduced Jim Cook, Retired Annuitant, who reported that Agency staff have implemented a variety of actions to enhance management of the property on the former Ford Ord and explore future development potential.

Committee Member Smith asked about the plans for development adjacent to TAMC property. Doug Yount, Shea Homes, replied that Phase 2 of The Dunes development, which largely surrounds the TAMC property, has been approved and is now moving forward. It was noted that the timeframe for the development of the adjacent City of Marina Arts District is uncertain.

Committee Alternate Askew spoke in support of demolition of the buildings. She also noted that the site will have significant development potential based on high visibility from Highway 1 and asked what potential development is contemplated.

Executive Director Debbie Hale responded that Agency staff will explore a variety of land use options. Mr. Cook noted that the designation of the property is “mixed use” in the Fort Ord Base Reuse Plan but it is designated for “public facility” use in the University Villages specific plan. Ms. Hale also noted that TAMC’s goals, as discussed in past Committee visioning sessions, are to capitalize on future transportation opportunities while raising funding to cover costs of such transportation projects. She stated that TAMC would coordinate with the City of Marina, the Dunes developers, and the Marina Coast Water District to ensure their plans support future development of the TAMC property.

Committee Member Delgado complimented TAMC staff for the recent cleanup of the Monterey Branch Line corridor.

6. SURF! BUSWAY UPDATE

The Committee received an update on the SURF! Busway and Bus Rapid Transit project along the Monterey Branch Line from Marina to Sand City.

Madilyn Jacobsen, Transportation Planner, reported that Monterey-Salinas Transit initiated the environmental analysis and preliminary engineering for the SURF! Busway project in Fall 2019. She noted that MST and TAMC staff continue to meet with stakeholders. The project team has generally received good input and positive feedback from engaged stakeholders. The team is investigating alternatives to an 8th Street multimodal stop. One alternative is at 5th Street, where both MST and TAMC have properties. In conclusion, Ms. Jacobsen noted that the project team is planning to institute a virtual public outreach program. As part of the outreach, the project team is developing video simulations.

Lisa Rheinheimer, MST, noted that State Parks concerned about the bus stop on 8th street due to impacts to sensitive habitat and their campground project. MST is considering an alternative that might be better for a potential transit center through 5th Street on MST’s

property. She noted that both the 5th Street and the 8th Street stations would be evaluated in the environmental review. She noted that the COVID-19 Pandemic has made the team rethink public engagement strategies. They are planning on virtual public outreach meetings.

Todd Muck, Deputy Executive Director, noted that the team still hopes to arrange for an in-person tour of the Branch Line for interested RPC members when the shelter-in-place order is lifted.

Committee Member Delgado asked about the cost implications if the busway were to pave over the tracks, for both the busway and the planned eventual light rail service. Staff responded that the team would consider the cost aspects in the engineering study.

7 SALINAS RAIL KICK START PROJECT UPDATE

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

Laurie Williamson, Senior Engineer, reported construction team continues to make progress constructing the Lincoln Avenue Extension and parking improvements. Ms. Williamson noted that the new traffic signals at W Market and Lincoln Avenue are on timers until signal loop detectors are installed. Stage 1 improvements (Lincoln Avenue Extension and parking improvements) are expected to be completed on June 8, 2020, and the construction team expects to complete stage 2 (Railroad Avenue and the transit plaza) before October 2020. TAMC staff will coordinate a ribbon cutting ceremony in the fall.

Committee Member Davis expressed concerns that the City of Salinas is working on cleaning up homeless encampments along the rail line but is having trouble coordinating with Union Pacific. Executive Director Hale asked to be included if the City has future meetings with Union Pacific representatives.

Mike Zeller, Principal Transportation Planner, reported that staff and consultants continue to negotiate for the acquisition of five parcels in Salinas for the train layover facility.

Christina Watson, Principal Transportation Planner, reported that staff continues to work with Caltrain and is reviewing the draft High-Speed Rail environmental documents, for which comments are due June 23.

8. ANNOUNCEMENTS AND/OR COMMENTS FROM COMMITTEE MEMBERS

Christina Watson, Principal Transportation Planner, announced that there is no July meeting and the next Committee meeting is on August 3, 2020. She also noted that the Rail Network Integration Study survey is now live and asked Committee Members to help spread the word.

9. ADJOURN

Chair LeBarre adjourned the meeting at 4:18 p.m.



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: June 24, 2020
Subject: Correspondence

RECOMMENDED ACTION:

RECEIVE correspondence to and from TAMC for the month of June 2020.

WEB ATTACHMENTS:

- [May 27, 2020 letter to Senator Jim Beall, re: SB 1291 \(Committee on Transportation\): Federal Statewide Transportation Improvement Program: Submissions: SUPPORT](#)
- [May 27, 2020 letter to Senate President Pro Tempore Toni Atkins, re: Caltrans Director Gubernatorial Appointment Nominee - Toks Omishakin - SUPPORT](#)
- [May 29, 2020 letter to Mitch Weiss, California Transportation Commission, re: SB 184 Notification on FY 20/21 Planning, Programming, and Monitoring Funds - PPNO1165](#)
- [June 9, 2020 letter to Heather Adamson, AMBAG Director of Planning, re: Central Coast Highway 1 Climate Resiliency Study Comments](#)

Letters in support of State Route 156 grant application:

- [May 23, 2020 letter from the Monterey Bay Central Labor Council](#)
- [May 26, 2020 letter from CHISPA](#)
- [May 26, 2020 letter from the Monterey County Board of Supervisors](#)
- [May 26, 2020 letter from the North County Recreation & Park District](#)
- [May 26, 2020 letter from the Salinas Valley Chamber of Commerce](#)
- [May 27, 2020 letter from the Association of Monterey Bay Area Governments](#)
- [May 27, 2020 letter from the City of Salinas](#)
- [May 27, 2020 letter from the City of Seaside](#)
- [May 27, 2020 letter from LandWatch Monterey County](#)
- [May 27, 2020 letter from the Monterey County Farm Bureau](#)
- [May 27, 2020 letter from the Oak Hills Neighborhood Association](#)
- [May 27, 2020 letter from Ocean Mist](#)
- [May 27, 2020 letter from the Pacific Grove Chamber of Commerce](#)
- [May 28, 2020 letter from Assembly Member Robert Rivas](#)
- [May 28, 2020 letter from the City of Carmel-by-the-Sea](#)
- [May 28, 2020 letter from the Castroville Community Services District](#)
- [May 28, 2020 letter from the Monterey Peninsula Chamber of Commerce](#)
- [May 28, 2020 letter from Monterey-Salinas Transit](#)
- [May 29, 2020 letter from the City of King](#)
- [May 29, 2020 letter from the North Monterey County Unified School District](#)

- [May 29, 2020 letter from the Monterey County Hospitality Association](#)
- [June 1, 2020 letter from the City of Del Rey Oaks](#)
- [June 1, 2020 letter from the City of Pacific Grove](#)
- [June 3, 2020 letter from the City of Marina](#)
- [June 8, 2020 letter from the City of Sand City](#)
- [June 8, 2020 letter from the Monterey County Vintners and Growers Association](#)
- [June 8, 2020 letter from the Monterey County Business Council](#)
- [June 8, 2020 letter from the Carmel Chamber of Commerce](#)
- [June 9, 2020 letter from the City of Monterey](#)
- [June 9, 2020 letter from the Monterey Bay Economic Partnership](#)
- [June 13, 2020 letter from Senator Bill Monning](#)
- [June 15, 2020 letter from Assembly Member Mark Stone](#)