

FINAL MINUTES

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

EXECUTIVE COMMITTEE MEETING

*Members are: Jane Parker (Chair),
Kimbley Craig (1st Vice Chair), Fernando Armenta (2nd Vice Chair),
Jerry Edelen (Past Chair),
Dave Potter (County representative), Alejandro Chavez (City representative)*

Wednesday, February 5, 2014

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

Transportation Agency Conference Room
55-B Plaza Circle, Salinas

1. **CALL TO ORDER:** Chair Parker called the meeting to order at 9:00 a.m. Board members present: Armenta, Chavez, Craig, Edelen, Parker, and alternate Jayne Mohammadi for Potter. Staff present: Goel, Green, Hale, Leonard, Myers, Muck, Rodriguez, Watson and Zeller. Others present: Agency Counsel Reimann. Committee member Chavez arrived after approval of the consent agenda.
2. **PUBLIC COMMENTS:** None.

3. **CONSENT AGENDA**

On a motion by Board member Armenta and seconded by Board member Craig, the committee voted 5 – 0, with Boardmember Chavez not present, to approve the consent agenda.

- 3.1 **APPROVED** minutes from the Executive Committee meeting of January 8, 2014.
- 3.2 **APPROVED** out-of-state travel for Ariana Green, Transportation Planner to attend the 2014 Transportation Research Board Tools of the Trade Conference.
- 3.3 **APPROVED** agency membership in the American Public Transit Association (APTA) and **APPROVED** out-of-state travel for two staff or one staff and one Board member to the APTA Legislative Conference in Washington, DC in March 2014 and to the APTA Rail Conference in Montreal, Canada in June 2014.

END OF CONSENT

4. The Executive Committee **PROVIDED INPUT** on the draft Regional Surface Transportation Program 2014 Guidelines and Policies.

Mike Zeller, Senior Transportation Planner, reported that the Transportation Agency periodically programs Regional Surface Transportation Program funds to local and regionally-significant projects. He noted that The Transportation Agency in the past has placed Regional Surface Transportation Program funding into three categories: fair-share, competitive and Transportation for Livable Communities (TLC). Monterey County and the cities receive fair-share Regional Surface Transportation Program funds based on their population. The three-year estimated funding of Regional Surface Transportation Program for fiscal years 2014/15, 2015/16, and 2016/17 is \$14.1 million. The County of Monterey also receives an additional estimated \$725,000 annually in Regional Surface Transportation Program funding directly from the state for the management of county roads.

Transportation Agency staff provided an update at the January meetings of the Executive, Technical Advisory, and Bicycle & Pedestrian Committees on the guidelines and grant application. Since the committee presentations, the guidelines have gone through several revisions to take into account comments received from the jurisdictions. Examples of updates that received approval from the committees included providing funding for Intersection Control Evaluation studies to explore roundabouts as alternatives to signalized intersections; moving the grant application due date from April 3, 2014 to May 1, 2014; and adding additional points for maintenance projects in the grant application.

Mr. Zeller discussed two key policy issues with the Committee. The first issue was whether or not to deprogram funds from inactive competitive grants and Transportation for Livable Communities projects and use those funds to increase the available share for this grant cycle. This action is in response to the State audit, calling on the Agency to institute a strict three-year “timely use of funds” policy. This policy was supported by the Executive Committee. Fair-share projects would not be affected by this action, and jurisdictions could reapply for grant funds.

The second policy issue discussed was the distribution of fair-share versus competitive funding. The historical practice has been for the jurisdictions to receive fair-share allocations of \$3.6 million over three years distributed by population, with the remainder going to competitive grants. A proposal from the County of Monterey would set a one-time split of 80% fair-share and 20% competitive funding, reverting to the current distribution after this three-year cycle. The Executive Committee was in consensus for adjusting the amount of fair-share to competitive funding, but recommended that options related to this issue be presented to the Board of Directors for final determination.

Bob Murdoch, Monterey County Public Works Director, expressed the support for flexible funding for annual maintenance including: signing, striping and guardrails. He noted that maintenance should be a priority. James Serrano, City of Salinas

commented that RSTP program is the most flexible funding program, after the gas tax. He asked if the City of Salinas could get more fair-share funding this time, noting the city has five projects, and the city has included complete streets features in their projects. There was also some discussion about whether the State would allow the Agency to adjust the distribution of funds, and whether such a change could jeopardize future funding availability. Board Chair Parker expressed concerns regarding preserving regional funding, and that she doesn't want to see TAMC lose funding. She also noted that she understands the county's needs.

5. On a motion by Committee member Chavez and seconded by Past Chair Edelen, the committee voted 6 – 0 to **RECOMMEND** that the Board authorize Executive Director to submit the three year budget to the Board of Directors for approval.

Rita Goel, Director of Finance & Administration, presented the draft Agency three-year budget for fiscal years 14/15 through 16/17. The assumptions on which this budget was based had been reviewed by the Executive Committee in November 2013. Ms. Goel reported that the authorization to submit the draft budget for fiscal year 14/15 is necessary to meet deadlines of federal and state funding agencies.

She noted that although at the November 2013 meeting the Executive Committee had recommended eliminating the state and federal legislative consultants; Board member Potter had requested that staff include state advocacy funds in the budget. Vice Chair Craig and Alternate Mohammadi expressed their concerns with discontinuing the federal legislative advocate. Staff noted that there are very few funds that are eligible to expend for this purpose, and that the return on investment has declined since federal earmarks are no longer in existence. She also noted that the agency has a strong relationship with Congressman Farr' office, which has been very helpful on our requests in recent years. She added that staff works provides input via statewide agencies and the American Public Works Association on legislative issues at a national level. Board member Edelen asked staff to look into combining services of the state and federal consultants with either the County of Monterey or City of Salinas to save funding.

Finance Director Goel noted that in the budget year there is another reduction by AMBAG in the Federal Highway Planning funds from \$100,000 to \$65,000. Ms. Goel reported that the next steps in the budget process are to present the draft to the Board of Directors in February and in May to bring the final budget to the Executive Committee for review and the Board of Directors for adoption.

6.

REVIEWED and **PROVIDED DIRECTION** on draft fiscal year 2014/15 Work Program Activities.

Todd Muck, Deputy Executive Director, reported on the annual Transportation Agency for Monterey County Work Program which describes the activities that the Agency will undertake during the next fiscal year, and provides the basis for the 2014/15 Agency budget. Board members had no comments on the proposed activities in the Work Program.

7.

RECEIVED update on Caltrans incurred cost audit and next steps.

Executive Director Hale reported that on January 16, 2014 the Agency received the final report of the Caltrans Audit that was done on March 20, 2012. She noted that the general theme is to have better definition of policies, better documentation of compliance and fewer contract amendments. Director Hale noted although the agency continues to disagree with several of the audit findings, staff will work with Kome Ajise, Caltrans Deputy Director for Planning and Modal Programs, to develop an action plan, which will then be brought forward to the TAMC Board. Mr. Ajise had indicated that it was unlikely that any funds would be withheld from the Agency.

Ms. Hale noted that staff has already taken several actions in response to the audit, including developing a new contract checklist. Staff will be bringing forward policy updates to the Board as appropriate, such as the updated RSTP program policies and an RSTP contract with recipient agencies, as well as an updated contract template and updated procurement policies.

8.

RECEIVED report on draft agenda for TAMC Board meeting of February 26, 2014.

Executive Director Hale reviewed the February 26, 2014 draft agenda and took committee comments.

9.

ADJOURNMENT

Chair Edelen adjourned the meeting at 11:08 a.m.


Elouise Rodriguez, Senior Administrative Assistant