



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

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

**Wednesday, May 22, 2019
 Agricultural Center Conference Room
 1428 Abbott Street
 Salinas, California
 9:00 AM**

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

(Agendas are on display and are posted 72 hours prior to the scheduled meeting at the Transportation Agency office and at these public libraries: Carmel, Monterey, Salinas Steinbeck Branch, Seaside, Prunedale, King City, Hartnell College, Monterey Peninsula College, and Cal State University Monterey Bay. Any person who has a question concerning an item on this agenda may call the Transportation Agency office at 831-775-0903 to make inquiry concerning the nature of the item described on the agenda.) The agenda and all enclosures are available on the Transportation Agency website: www.tamcmonterey.org, by clicking on Transportation Agency Board, meetings and agendas, click on agenda item and open it, click on report attachments listed at end of report.

1. QUORUM CHECK – CALL TO ORDER

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

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

PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENTS

Any person may address the Transportation Agency Board at this time. Presentations

should not exceed three minutes, should be directed to an item **NOT** on today's agenda, and should be within the jurisdiction of the Transportation Agency Board. *Though it is not required, the Transportation Agency Board appreciates your cooperation in completing a speaker request form available on the table at the entrance to the meeting room. Please give the completed form to the Transportation Agency Administrative Assistant. If you have handouts, please provide 30 copies for the entire Board before the meeting starts or email to Agency Administrative Assistant 24 hours in advance of the meeting.*

3. CONSENT AGENDA

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

- 4. ADOPT** a proclamation in recognition of National Public Works Week, May 19 through 25, 2019.

- Hale

The Transportation Agency for Monterey County's proclamation of the week of May 19 through 25, 2019 as National Public Works Week joins others from around California and the United State to pay tribute to our public works professional, engineers, managers and employees and recognize the substantial contributions they make to our community's health, safety, welfare and quality of life.

- 5. RECEIVE** an update on the results of the Measure X annual audit and compliance reporting for 2017/18.

- Wright/Getzelman/Zeller

The purpose of the Measure X annual audit is to confirm that the funding recipients -- TAMC, the County of Monterey and the twelve incorporated cities -- have complied with the voter-approved requirements specified in Ordinance 2016-01 for the Transportation Safety and Investment Plan. One of the responsibilities of the Measure X Citizen Oversight Committee is to review the independent audits of the jurisdictions, and prepare and present an annual report regarding the administration of the program. A subcommittee of the Measure X Citizens Oversight Committee will present their findings and staff will provide information on the receipt and review of annual audit compliance data.

- 6. APPROVE** Resolution 2019-05 adopting the fiscal year 2019/20 budget and overall work program, and estimated budgets for fiscal years 2020/21 and 2021/22.

- Goel/Muck

This resolution indicates Board adoption of the final budget and overall work program as well as federal, state and local grant authorizations and certifications. The Board adopted the draft version of the budget and overall work program at its February

meeting. This final version makes changes to reflect the latest information on revenues and expenditures, including the receipt of a new Safe Routes to Schools grant.

7. **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

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

9. Executive Director's Report.

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

11. **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** minutes of the Transportation Agency for Monterey County (TAMC) the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for April 24, 2019.

- Montiel

- 3. 1.2 ACCEPT** the list of checks written for the month of April 2019 and credit card statements for the month of March 2019.

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

- Muck

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

3. 1.4 Digital Recording and Broadcasting of Board Meetings:

1. **AUTHORIZE** the Executive Director to execute a contract with Access Monterey Peninsula to provide digital recording, production, broadcasting and live stream services of the Transportation Agency Board meetings for a three-year period effective July 1, 2019 and ending on June 30, 2022;
2. **AUTHORIZE** the Executive Director to make administrative changes to the contract if such changes does not increase the Agency's net cost, subject to approval by Agency counsel;
3. **AUTHORIZE** the use of \$50,400 from administration funds budgeted to this purpose; and,
4. **APPROVE** sole source finding.

- Wright

The current contract agreement for digital recording, production, broadcasting and live stream services for the Transportation Agency Board meetings with

Access Monterey Peninsula expires on June 30, 2019. This authorization seeks to enter into a new contract with Access Monterey Peninsula to provide these services from July 1, 2019 to June 30, 2022.

3. 1.5 ADOPT Policy for Reviewing Unsolicited Proposals.

- Watson

Occasionally, TAMC receives unsolicited proposals from consultants wishing to do business with TAMC or from companies interested in public-private partnerships and/or joint development. This Policy for Reviewing Unsolicited Proposals is designed to address those situations in a manner that is fair to all and of benefit to the Agency.

BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES

3. 2.1 RELEASE the Measure X Senior & Disabled Transportation draft needs assessment and program guidelines for public review.

- Castillo

The purpose of the Measure X Senior & Disabled Transportation Program is to increase transportation services for seniors and persons with disabilities to support their ability to live independently in their homes and communities. Five grant applications were funded for the first cycle of the program. The Transportation Agency is conducting a needs assessment in response to questions about the selection process and scoring criteria for Cycle 1. The purpose of the Assessment is to review the existing transportation services for seniors and persons with disabilities in the County to determine the most effective way to spend Measure X funding for future grant cycles of the Senior & Disabled Transportation Program.

PLANNING - No items this month

PROJECT DELIVERY and PROGRAMMING

3. 4.1 Regional Surface Transportation Program Fair Share Allocation:

1. **APPROVE** the request by the City of Carmel to program \$42,875.86 in Regional Surface Transportation Program fair share funds to the Ocean Avenue Repaving project; and
2. **APPROVE** amending Exhibit A of the local funding agreement to include this project and funding.

- Zeller

The Agency has distributed Regional Surface Transportation Program fair share funding by population to the local jurisdictions for a wide range of eligible

transportation projects. Funding is available at the discretion of the local jurisdiction for their chosen projects, upon approval by the Transportation Agency Board.

- 3. 4.2 AUTHORIZE** the use of \$228,000 from State Freeway Service Patrol and Service Authority for Freeways and Expressways funding to continue temporary services.

- Williamson

The Agency currently operates the Freeway Service Patrol with four beats on three road segments. Beat 1 operates on Highway 101 from Airport Boulevard in Salinas to the San Benito County line. Beat 2 operates on State Route 1 from Rio Road in Carmel to Highway 183 in Castroville. The proposed task orders would continue the temporary Beat 3 on Highway 101 serving traffic from Airport Boulevard in Salinas to Main Street in Chualar, and continue the temporary Beat 4 service truck along the State Route 1 Beat 2 from Rio Road in Carmel to Highway 183 in Castroville for thirteen months.

- 3. 4.3 Monterey County Call Box Program: Verizon Wireless Contract Amendment No. 2:**

1. **APPROVE** contract Amendment No. 2 with Verizon Wireless extending the term of the agreement to December 31, 2019;
2. **AUTHORIZE** the Executive Director to execute documentation necessary to enter into the updated Participating Addendum with NASPO Value Point (formerly Western States Contracting Alliance) and the State of California with respect to Verizon Wireless Communication and Equipment services; and
3. **AUTHORIZE** the Executive Director to execute the contract and changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency Counsel.

- Williamson

In 2012, following a competitive procurement process, the Transportation Agency contracted with Verizon Wireless to provide digital cellular service for call boxes in Monterey County. The service contract with Verizon Wireless is subject to the terms of the user agreement with NASPO Value Point (formerly Western States Contracting Alliance) and the State of California with respect to Verizon Wireless Communication and Equipment services, which has been amended to extend service through December 31, 2019. This Amendment will bring the Agency's contract into compliance with the updated NASPO Value Point agreement with Verizon Wireless.

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 - May 1, 2019
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - May 1, 2019
- [Technical Advisory Committee](#) - May 2, 2019
- Rail Policy Committee - May 6, 2019
- [Excellent Transportation Oversight Committee](#) - no meeting

- Rodriguez

3. 7.2 RECEIVE correspondence to and from TAMC for the month of May 2019.

- Rodriguez

END OF CONSENT AGENDA

ANNOUNCEMENTS

Next Transportation Agency for Monterey County meeting will be on
Wednesday, June 26, 2019

Agricultural Center Conference Room

1428 Abbott Street

Salinas, California

9:00 A.M.

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

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

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

Transportation Agency for Monterey County

55-B Plaza Circle, Salinas, CA 93901-2902

Monday thru Friday 8:00 a.m. - 5:00 p.m.

TEL: 831-775-0903

FAX: 831-775-0897

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



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Debra L. Hale, Executive Director
Meeting Date: May 22, 2019
Subject: **National Public Works Week Recognition**

RECOMMENDED ACTION:

ADOPT a proclamation in recognition of National Public Works Week, May 19 through 25, 2019.

SUMMARY:

The Transportation Agency for Monterey County's proclamation of the week of May 19 through 25, 2019 as National Public Works Week joins others from around California and the United State to pay tribute to our public works professional, engineers, managers and employees and recognize the substantial contributions they make to our community's health, safety, welfare and quality of life.

FINANCIAL IMPACT:

None

DISCUSSION:

From providing clean water to disposing of solid waste, to building roads and bridges or planning for and implementing mass transit, to devising emergency management strategies to meet natural or man-made disasters, public works services determine a society's quality of life.

Several members of the Transportation Agency staff belong to the American Public Works Association and are actively engaged in the Monterey Bay Chapter, whether attending meetings or serving on the Board of Directors. This association provides an opportunity for public works professionals to coordinate activities among agencies and learn about the latest technologies, designs and regulations that affect transportation and other public works projects. In addition, the Executive Director currently serves on the APWA national Government Affairs Committee to promote investment in public works infrastructure by the federal government; she also participates in monthly California Advocacy Committee meetings to monitor state legislation and budget issues related to public works infrastructure.

Celebrating Public Works Week allows us the opportunity to thank the men and women who provide

these valuable services to our community.

ATTACHMENTS:

- ▣ Proclamation 2019-01

PROCLAMATION NO. 2019-01



Proclamation in Recognition of National Public Works Week

WHEREAS, public works infrastructure, facilities and services are of vital importance to sustainable and resilient communities and to the health, safety, quality of life and well-being of the people of this community; and,

WHEREAS, such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers, managers and employees from State and local units of Government and the private sector, who are responsible for and must plan, design, build, operate, and maintain our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential to serve our citizens; and

WHEREAS, it is in the public interest for the citizens, civic leaders and visitors in California to gain knowledge of and maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and

WHEREAS, the year 2019 marks the 59th annual National Public Works Week sponsored by the American Public Works Association,

NOW, THEREFORE, BE IT RESOLVED the Transportation Agency for Monterey County, does hereby proclaim the week May 19 through 25, 2019 as National Public Works Week; and urges all our people to join with representatives of the American Public Works Association and government agencies in activities and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they have made to our national health, safety, welfare and quality of life.

ROBERT HUITT, CHAIR
TRANSPORTATION AGENCY FOR MONTEREY COUNTY



Memorandum

To: Board of Directors
From: Theresa Wright, Community Outreach Coordinator
Meeting Date: May 22, 2019
Subject: Measure X First Year Audit Results

RECOMMENDED ACTION:

RECEIVE an update on the results of the Measure X annual audit and compliance reporting for 2017/18.

SUMMARY:

The purpose of the Measure X annual audit is to confirm that the funding recipients -- TAMC, the County of Monterey and the twelve incorporated cities -- have complied with the voter-approved requirements specified in Ordinance 2016-01 for the Transportation Safety and Investment Plan. One of the responsibilities of the Measure X Citizen Oversight Committee is to review the independent audits of the jurisdictions, and prepare and present an annual report regarding the administration of the program. A subcommittee of the Measure X Citizens Oversight Committee will present their findings and staff will provide information on the receipt and review of annual audit compliance data.

FINANCIAL IMPACT:

Approved by the 69% of the voters in 2016, Measure X was projected to generate an estimated \$20 million annually, for a total of \$600 million over thirty years. Revenues have been collected since April, 2017, and in fact, the receipts for fiscal year 2017/18 totaled \$28,026,311. The funding source is a retail transactions and use tax of 3/8 cents. The revenue from the sales tax measure can only be used to fund transportation safety and mobility projects in Monterey County. A maintenance of effort requirement exists to assure that the cities and county do not use Measure X funding to backfill prior levels of transportation expenditures.

DISCUSSION:

The Transportation Agency has fiduciary responsibility for the administration of the voter-approved Transportation Safety and Investment Plan (Measure X) funds. Each jurisdiction entered into a tax sharing agreement with the Transportation Agency in order to receive their share of Measure X Local Streets & Roads revenues. In exchange, these agreements require the jurisdictions to submit audit reports annually to the Transportation Agency detailing the steps taken to comply with the implementing ordinance. 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 organization they are representing. Additional members were nominated by the Transportation Agency Board of Directors to assure that a broad range of geographic and stakeholder interests are represented on the committee.

The duties of the Committee as defined in the Policies & Project Descriptions for the Transportation Safety & Investment Plan are as follows:

- Conduct independent audits to assure that funds are being expended in accordance with requirements of the Transportation Safety & Investment Plan;
- Review and make recommendations on any proposed changes to the plan, prior to the Transportation Agency Board consideration;
- Review and comment on project delivery schedules as represented in the Strategic Expenditure Plan and make recommendations to the Transportation Agency on any proposals for changing project delivery priorities; and
- Prepare annual reports regarding the administration of the program, to be presented to the Transportation Agency Board of Directors and available for public review.

In accordance, the Measure X Citizen Oversight Committee established a subcommittee on January 15, 2019 to conduct the independent audit of the revenues and expenditure of Measure X funds. The subcommittee was asked to report the results of the audit to the full committee at their next meeting and to prepare the Measure X Annual Report. The first full year of Measure X reporting, for fiscal year 2017/18, was due on December 31, 2018. As this was the first year of the independent audits' requirements, there has been a learning curve for all entities involved. As of May 7, 2019, of the thirteen recipient jurisdictions, nine have fully complied and four have only partially complied with the independent audit requirements. Below is a chart detailing the reporting status of each jurisdiction. At this time, staff is continuing to work with the non-compliant jurisdictions to ensure all reporting materials are submitted. Staff will then evaluate this year's process and develop a set of recommend changes to help clarify the requirements and avoid reporting delinquencies in the future.

City or County	Funds Received	Reports Submitted on Time?	Annual Program Compliance Report	Maintenance of Effort	5-Year Program of Projects	Independent Financial Audit	Pavement Management Report	Independent Audit Compliance Letter
Monterey County	\$7,212,614	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Carmel	\$195,926	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Del Rey Oaks	\$71,397	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Gonzales	\$229,707	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Greenfield	\$426,723	Late	Yes	Yes	Yes	Yes	Yes	Yes
King City	\$388,534	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Marina	\$670,802	Late	Yes	Yes	Yes	Yes	Yes	In Progress
Monterey	\$1,027,838	Yes	Yes	Yes	Yes	Yes	Yes	In Progress
Pacific Grove	\$557,922	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Salinas	\$4,247,511	Yes	Yes	Yes	Yes	Yes	Yes	In Progress
Sand City	\$28,228	Late	Yes	Yes	Yes	Yes	Yes	Yes
Seaside	\$1,007,912	Late	Yes	Yes	Yes	Yes	Yes	In Progress
Soledad	\$569,545	Late	Yes	Yes	Yes	Yes	Yes	Yes
Total	\$16,634,659	5 Late	All Compliant	All Compliant	All Compliant	All Compliant	All Compliant	4 Non-Compliant

In addition to the local agency audits, TAMC was also audited for compliance with the Measure X requirements. The Transportation Agency for Monterey County financial audit found no instances of noncompliance that are required to be reported under Government Auditing Standards, nor did they note any matters involving the internal control over financial reporting and its operation that they consider to be material weaknesses.

The Committee Chair, Paula Getzelman will present the Measure X Oversight Committee's review of the 2017/18 Audit Results, and Principal Planner Mike Zeller will present the staff's review of the 2017/18 audit reports from the cities and county.

ATTACHMENTS:

- X-TOC Audit Results Letter

WEB ATTACHMENTS:

- [Request for Annual Audit Materials - from TAMC](#)
- [Maintenance of Effort Letter - from Oversight Committee Chair](#)
- [TAMC Executive Director's Letter](#)

April 23, 2019

Board of Directors
Transportation Agency for Monterey County
55-B Plaza Circle
Salinas, CA 93901

Dear Board of Directors:

In November 2016, voters of Monterey County passed Measure *X* to help pay for regional and local transportation projects and programs in the Transportation Safety and Investment Plan. A Citizen Oversight Committee was established to serve as an additional check and balance to ensure full compliance with the requirements of Measure X funds on eligible projects by local participating governments.

This diverse Committee is responsible for confirming that funds are spent in compliance with the Transportation Safety and Investment Plan by reviewing the independent annual audit of Measure X and by examining compliance documents provided by the County of Monterey and its twelve municipalities.


Although Measure X was eventually approved, almost a third of the voters in Monterey County voted against it, perhaps lacking confidence that taxpayer money would be accounted for and spent properly. This number of NO voters is significant and the Oversight Committee takes its responsibility, and their concerns, extremely seriously.

On April 19, 2018, the Committee Chairman sent a letter to participating local municipalities warning them against willful misuse of Measure X funds or failure to provide appropriate reports and audits. They were warned that these violations would result in an Oversight Committee recommendation that the TAMC Board of Directors withhold further funds until that local jurisdiction came into full compliance and/or had repaid the misused funds. This was followed by a similar letter from Executive Director Debra Hale to the jurisdictions. (See attached letters).

We were dismayed to see several situations in 2017-2018 where jurisdictions either missed their deadlines, submitted inaccurate reports or failed to submit compliance reports at all. The resulting confusion made it difficult for the Oversight Committee to obtain accurate information in a timely manner and was surprising to us in light of the warning letters clearly stating the necessity of full compliance.

We do, however, understand that this was the first year of full compliance reporting with the resulting learning curve for all concerned. While we have made some reasonable allowances for jurisdictions this year, the Oversight Committee will expect full and timely compliance in 2020.

To this end, the Oversight Committee will continue to work closely with TAMC staff in implementing any protocols that can be helpful in obtaining accurate information in a timely manner. It is extremely important to us that the public continues to receive full assurance that TAMC, the County of Monterey and the participating cities are operating consistent with the terms of the Ordinance.

Respectfully,

Paula Getzelman, 2019 Chair
Measure X Citizens Oversight Committee



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Rita Goel, Director of Finance & Administration
Meeting Date: May 22, 2019
Subject: **Three-Year Budget and FY 19/20 Overall Work Program**

RECOMMENDED ACTION:

APPROVE Resolution 2019-05 adopting the fiscal year 2019/20 budget and overall work program, and estimated budgets for fiscal years 2020/21 and 2021/22.

SUMMARY:

This resolution indicates Board adoption of the final budget and overall work program as well as federal, state and local grant authorizations and certifications. The Board adopted the draft version of the budget and overall work program at its February meeting. This final version makes changes to reflect the latest information on revenues and expenditures, including the receipt of a new Safe Routes to Schools grant.

FINANCIAL IMPACT:

The Transportation Agency for Monterey County gets majority of its funding from state or federal sources. The funding is usually specific to the project or program for which it is granted and cannot be used to cover expenditures of a different project or program, e.g. the funding received for the call box program can only be used for motorist aid programs.

The Agency budget separates expenditures into two types: operating and direct program. Operating expenditures include staff salaries and benefits, materials and supplies, and equipment purchases. Direct program expenditures include outside consultants, contracts, expenditures that apply to specific overall work program tasks such as rail program, highway projects, bicycle and pedestrian program etc.

The proposed fiscal year operating expenditure budget is \$3,470,140, a net increase over fiscal year 2018/19 of \$273,797.

The proposed fiscal year direct program expenditure budget is \$20,417,987, a net increase over fiscal year 2018/19 of \$1,884,096.

DISCUSSION:

Three Year Budget

Changes since the Board reviewed the draft budget on February 27, 2019 are:

Operating Budget	February Draft	May Final	Difference
Revenue & Expenditures	\$3,456,898	\$3,470,140	+ \$13,242

Revenues changes are due to:

1. SRTS-Every Child ATP grant (new grant) increased by \$45,212.
2. Reserve usage decreased by \$31,970.

Expenditures changed due to:

1. Change in salary and benefits for 2 Administrative positions added \$13,242.

Direct Programs	February Draft	May Final	Difference
Revenue & Expenditures	\$19,021,309	\$20,417,987	+ \$1,396,678

Revenues/Expenditures are changes due to:

1. FORTAG Environmental Phase-shifted some work from current year into 2019/20, added \$650,000.
2. SRTS-Every Child-consultant expenses for new ATP grant, plus Measure X match, added \$621,678.
3. FORA property development costs, funded out of rail lease revenues, added \$50,000
4. Federal legislative expenditures, in case earmarks return, funded by Undesignated Reserves, added \$75,000.

Benefit and salary changes are set forth in the resolution, as well as authority for out of state travel trips. Title changes for the Senior Administration Assistant to Clerk of the Board/ Senior Administration Assistant and Accounting Clerk to Accounting Assistant (currently a part-time position) are recommended to better align with the duties and responsibilities of these 2 positions. In addition, a recent salary survey of partner agencies indicates that the adjustments are appropriate to bring both positions up to the current market level. As such, a salary range adjustment, in the amount of 10%, for both positions has been added since the February draft budget to be effective July 1, 2019. The individuals in these positions continue to be high performers.

Details of the operating and direct budgets and the resolution recommended for TAMC Board adoption of the FY 2019/20 budget and overall work program are attached.

Annual Work Program:

The final overall work program adds the “Every Child” Active Transportation Program grant received to expand Safe Routes to School outreach efforts and otherwise contains only minor changes made in response to comments by Caltrans. These edits effectively have very little effect on the 2019/20 work

program that the Executive Committee and Board reviewed in February.

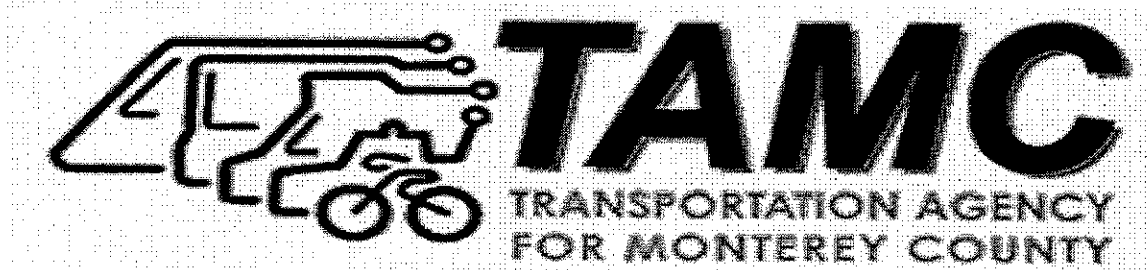
Highlights of the overall work program, organized by the Board adopted TAMC goals, and a summary of the overall work program by work element are attached. The full overall work program is included as a web attachment.

ATTACHMENTS:

- ▣ Budget FY 19-20
- ▣ Overall Work Program Highlights, by TAMC Goals
- ▣ Overall Work Program Summary, by Work Elements
- ▣ Resolution 2019-05 Adopting the Budget and OWP

WEB ATTACHMENTS:

[Final FY 2019-2020 Overall Work Program](#)



3 YEAR BUDGET

FISCAL YEARS

2019 - 2020

to

2021 - 2022

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

TOTAL REVENUE & EXPENDITURES - SUMMARY

SOURCE OF REVENUE/EXPENDITURE	FY PLAN	FUTURE 3 YR BUDGET			% CHANGE FY 19/20 BUDGET vs FY 18-19 APPROVED
	FY 18/19 Approved	FY 19/20 Estimated	FY 20/21 Estimated	FY 21/22 Estimated	
Operating Revenue	\$3,196,343	\$3,470,140	\$3,526,650	\$3,469,220	8.6%
Direct Program Revenue	\$18,533,891	\$20,417,987	\$2,070,761	\$8,756,811	10.2%
TOTAL REVENUE	\$21,730,234	\$23,888,127	\$5,597,411	\$12,226,031	9.9%
Operating Expenditures	\$3,196,343	\$3,470,140	\$3,526,650	\$3,469,220	8.6%
Direct Program Expenditures	\$18,533,891	\$20,417,987	\$2,070,761	\$8,756,811	10.2%
TOTAL EXPENDITURES	\$21,730,234	\$23,888,127	\$5,597,411	\$12,226,031	9.9%
REVENUE MINUS EXPENDITURES	\$0	\$0	\$0	\$0	

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

TOTAL REVENUE BY SOURCE

SOURCE OF REVENUE	FY PLAN	FUTURE 3 YR BUDGET			4 Years Cumulative Impact	% CHANGE FY 19/20 BUDGET vs FY 18-19 APPROVED
	FY 18/19 Approved	FY 19/20 Estimated	FY 20/21 Estimated	FY 21/22 Estimated		
Federal Grants-Operating	\$118,835	\$40,000	\$40,000	\$20,000		-66.3%
Federal Grants-Direct	\$188,365	\$0	\$0	\$0		-100.0%
State Grants-Operating	\$1,669,395	\$1,828,880	\$1,698,813	\$1,664,343		9.6%
State Grants-Direct	\$18,237,558	\$19,394,548	\$1,793,705	\$8,483,754		6.3%
Local Funds-Operating	\$853,076	\$960,450	\$955,900	\$954,673		12.6%
Local Funds-Direct	\$279,969	\$646,130	\$296,347	\$292,348		130.8%
RSTP- Direct-Cfwd &New Approval	\$57,040	\$120,000	\$60,000	\$60,000		110.4%
Sub Total Revenue	\$21,404,238	\$22,990,008	\$4,844,765	\$11,475,118		7.4%
FSP Reserve Surplus/(Usage)	\$0	\$0	\$0	\$0	\$0	
FSP Reserve Surplus/(Usage)-SB1	\$38,290	\$38,290	\$38,290	\$38,290	\$153,160	
SAFE Reserve Surplus/(Usage)	(\$89,063)	(\$210,813)	(\$210,813)	(\$210,813)	(\$721,502)	136.7%
Rail-Leases ROW-Reserve Surplus/(Usage)	\$118,000	(\$67,000)	(\$60,000)	(\$60,000)	(\$69,000)	-156.8%
Undesig. Contingency Surplus/(Usage)-Oper.	(\$155,037)	(\$810)	(\$191,937)	(\$190,204)	(\$537,988)	-99.5%
Undesig. Contingency Surplus/(Usage)-Direct	(\$238,186)	(\$657,786)	(\$328,186)	(\$328,186)	(\$1,552,344)	176.2%
Total Contingency Fund Surplus/ (Usage)	(\$325,996)	(\$898,119)	(\$752,646)	(\$750,913)	(\$2,727,674)	175.5%
TOTAL REVENUE	\$21,730,234	\$23,888,127	\$5,597,411	\$12,226,031		9.9%

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

OPERATING REVENUE

SOURCE OF REVENUE/EXPENDITURE	FY PLAN	FUTURE 3 YR BUDGET			% CHANGE	\$ CHANGE
	FY 18/19 Approved	FY 19/20 Estimated	FY 20/21 Estimated	FY 21/22 Estimated	FY 19/20 BUDGET vs FY 18-19 APPROVED	FY 19/20 BUDGET vs FY 18-19 APPROVED
OPERATING REVENUE						
FEDERAL PLANNING GRANTS						
Federal Planning (AMBAG-FHWA PL)	\$0	\$0	\$0	\$0		\$0
SR156 West Proj. Mgmt. -EARMARK	\$50,000	\$40,000	\$40,000	\$20,000	-20.0%	-\$10,000
Pajaro to Prunedale Corridor Study	\$38,335	\$0	\$0	\$0		-\$38,335
SR 218 Corridor Improvement Plan	\$30,500	\$0	\$0	\$0		-\$30,500
SUB TOTAL FEDERAL GRANTS	\$118,835	\$40,000	\$40,000	\$20,000	-66.3%	-\$78,835
STATE PLANNING GRANTS						
Local Transportation Fund (Current)- LTF	\$908,485	\$908,485	\$908,485	\$908,485	0.0%	\$0
Planning & Programming -PPM	\$231,000	\$234,000	\$189,000	\$189,000	1.3%	\$3,000
Rural Planning Assistance-RPA	\$422,000	\$422,000	\$422,000	\$422,000	0.0%	\$0
Complete Streets Project Implementation-RSTP	\$92,200	\$92,200	\$92,200	\$92,200	0.0%	\$0
Marina & Seaside SRTS Grant	\$15,710	\$6,670	\$0	\$0	-57.5%	-\$9,040
SRTS-ATP Cycle 4 Every Child	\$0	\$43,881	\$52,658	\$52,658		\$43,881
Rail Network Integration Study	\$0	\$75,000	\$25,000	\$0		\$75,000
Regional Conservation Investment Strategy	\$0	\$46,644	\$9,470	\$0		\$46,644
SUB TOTAL STATE GRANTS	\$1,669,395	\$1,828,880	\$1,698,813	\$1,664,343	9.6%	\$159,485
LOCAL PLANNING CONTRIBUTIONS						
Regional Transportation Planning Assessment	\$243,076	\$243,076	\$243,076	\$243,076	0.0%	\$0
Impact Fee - Program Administration	\$10,000	\$10,000	\$10,000	\$10,000	0.0%	\$0
Sales Tax Authority Administration Fees	\$200,000	\$200,000	\$200,000	\$200,000	0.0%	\$0
Measure X Projects/Programs	\$400,000	\$500,000	\$500,000	\$500,000	25.0%	\$100,000
SRTS-ATP Cycle 4 Every Child-Measure X match	\$0	\$1,331	\$1,597	\$1,597		\$1,331
Regional Cons. Investment Strategy- Measure X match	\$0	\$6,043	\$1,227	\$0		\$6,043
SUB TOTAL LOCAL FUNDS	\$853,076	\$960,450	\$955,900	\$954,673	12.6%	\$107,374
OTHER CONTRIBUTIONS						
FSP- Staff Support	\$40,000	\$40,000	\$40,000	\$40,000	0.0%	\$0
SAFE- Staff Support	\$40,000	\$40,000	\$40,000	\$40,000	0.0%	\$0
SAFE- Go831 Staff Support	\$100,000	\$200,000	\$200,000	\$200,000	100.0%	\$100,000
Rail-Rail Extension to Salinas-Staff Support	\$150,000	\$200,000	\$200,000	\$200,000	33.3%	\$50,000
Rail-Monterey Branch Line /Leases Staff Support	\$70,000	\$160,000	\$160,000	\$160,000	128.6%	\$90,000
SUB TOTAL STAFF SUPPORT	\$400,000	\$640,000	\$640,000	\$640,000	60.0%	\$240,000
Sub Total Operating Revenue	\$3,041,306	\$3,469,330	\$3,334,713	\$3,279,016	14.1%	\$428,024
Undesig. Contingency Res. Surplus/ (Usage)-Oper.	(\$155,037)	(\$810)	(\$191,937)	(\$190,204)	-99.5%	\$154,227
TOTAL OPERATING REVENUE	\$3,196,343	\$3,470,140	\$3,526,650	\$3,469,220	8.6%	\$273,797

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

<u>Operating Revenue</u>	FY 18-19 APPROVED BUDGET	FY 19-20 PROPOSED BUDGET	FY 19/20 BUDGET vs FY 18-19	
			\$ CHANGE	% CHNG
1 <u>FEDERAL PLANNING GRANTS</u>	\$118,835	\$40,000	-\$78,835	-66.3%
SR156 West Proj. Mgmt. -EARMARK	\$50,000	\$40,000	-\$10,000	-20.0%
Pajaro to Prunedale Corridor Study	\$38,335	\$0	-\$38,335	-100.0%
SR 218 Corridor Improvement Plan	\$30,500	\$0	-\$30,500	-100.0%
2 <u>STATE PLANNING GRANTS</u>	\$1,669,395	\$1,828,880	\$159,485	9.6%
Planning & Programming -PPM	\$231,000	\$234,000	\$3,000	1.3%
Marina & Seaside SRTS Grant	\$15,710	\$6,670	-\$9,040	-57.5%
SRTS-ATP Cycle 4 Every Child	\$0	\$43,881	\$43,881	
Rail Network Integration Study	\$0	\$75,000	\$75,000	
Regional Conservation Investment Strategy	\$0	\$46,644	\$46,644	
3 <u>LOCAL PLANNING FUNDS</u>	\$853,076	\$960,450	\$107,374	12.6%
Regional Cons. Investment Strategy- Measure X match	\$0	\$6,043	\$6,043	
SRTS-ATP Cycle 4 Every Child-Measure X match	\$0	\$1,331	\$1,331	
Measure X Projects/Programs	\$400,000	\$500,000	\$100,000	25.0%
4 <u>OTHER CONTRIBUTIONS</u>	\$400,000	\$640,000	\$240,000	60.0%
SAFE- Go831 Staff Support	\$100,000	\$200,000	\$100,000	100.0%
Rail-Rail Extension to Sallnas-Staff Support	\$150,000	\$200,000	\$50,000	33.3%
Rail-Monterey Branch Line /Leases Staff Support	\$70,000	\$160,000	\$90,000	128.6%
5 <u>UNDESIGNATED CONTINGENCY SURPLUS/ (USAGE)</u>	(\$155,037)	(\$810)	\$154,227	-99.5%
OPERATING REVENUE TOTAL	\$3,196,343	\$3,470,140	\$273,797	8.6%

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

OPERATING EXPENSES

SOURCE OF REVENUE/EXPENDITURE	FY PLAN	FUTURE 3 YR BUDGET			% CHANGE FY 19/20 BUDGET vs FY 18-19 APPROVED	\$ CHANGE FY 19/20 BUDGET vs FY 18-19 APPROVED
	FY 18/19 Approved	FY 19/20 Estimated	FY 20/21 Estimated	FY 21/22 Estimated		
<u>OPERATING EXPENSES</u>						
Salaries	\$1,841,757	\$2,012,170	\$2,044,512	\$2,076,827	9.3%	\$170,413
Fringe Benefits	\$832,013	\$913,700	\$944,575	\$841,438	9.8%	\$81,687
Material and Services	\$512,573	\$534,270	\$527,563	\$540,955	4.2%	\$21,697
Depreciation/ Amortization	\$10,000	\$10,000	\$10,000	\$10,000	0.0%	\$0
TOTAL OPERATING EXPENSES	\$3,196,343	\$3,470,140	\$3,526,650	\$3,469,220	8.6%	\$273,797

<u>CAPITAL OUTLAY</u>						
Equipment Replacements	\$10,000	\$10,000	\$10,000	\$10,000	0.0%	\$0
Vehicle Replacement	\$0	\$0	\$0	\$0	#DIV/0!	\$0
TOTAL CAPITAL OUTLAY	\$10,000	\$10,000	\$10,000	\$10,000	0.0%	\$0

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

<u>Operating Expenses</u>	FY 18-19 APPROVED BUDGET	FY 19-20 PROPOSED BUDGET	FY 19/20 BUDGET vs FY 18-19	
			\$ CHANGE	% CHNG
1 Salaries Changes	\$1,841,757	\$2,012,170	\$170,413	9.3%
Cost of Living Adjustments @ 3.00%			\$53,418	
Step increases/Promotions			\$48,656	
Part - Time Engineer Reduction			-\$77,250	
Overlap Planner Reduction			-\$12,723	
Hire full time Planner			\$80,157	
Hire half time Annuitant			\$78,155	
2 Fringe Benefit Changes	\$832,013	\$913,700	\$81,687	9.8%
PERS retirement contribution			\$17,413	
PERS unfunded liability contribution			\$9,018	
Healthcare			\$32,205	
Other Fringes			\$15,421	
Annuitant (Social Security & Medicare benefits)			\$7,630	
3 Materials and Services Changes	\$512,573	\$534,270	\$21,697	4.2%
Accounting Service OPEB & Others			\$10,000	
Rent			\$3,197	
Staff Dev. & Travel			\$7,000	
Payroll Services/Tsheets			\$1,500	
4 Depreciation/Amortization Changes	\$ 10,000	\$10,000	\$0	0.0%
OPERATING EXPENSE TOTAL	\$ 3,196,343	\$ 3,470,140	\$ 273,797	8.6%

TAMC-3 YEAR BUDGET JULY 1, 2019 - JUNE 30, 2022									
								\$ 2,225,223.00	
Direct Program Revenue- Summary									
WE	Direct Program Description	Revenue Source	FY PLAN FY 18/19 Approved	FUTURE 3 YR BUDGET			FY 19/20 BUDGET		
				FY 19/20 Estimated	FY 20/21 Estimated	FY 21/22 Estimated	vs FY 18-19 \$ CHANGE	% CHNG	
0000	Caltrans audit repayment (fy 15-16 thru fy 24-25)	Local	Oper Resv	\$82,186	\$82,186	\$82,186	\$82,186	\$0	0%
1000	Leadership Training	State	RPA	\$25,000	\$25,000	\$25,000	\$25,000	\$0	0%
1020	Triennial Audit	Local	Oper Resv	\$0	\$40,000	\$0	\$0	\$40,000	
1122	Legislative Advocates	Local	Oper Resv	\$36,000	\$115,000	\$115,000	\$115,000	\$79,000	219%
1130	Public Outreach Program	Local	Oper Resv	\$70,000	\$81,000	\$81,000	\$81,000	\$11,000	16%
1770	Freeway Service Patrol	State	FSP	\$200,000	\$200,000	\$200,000	\$200,000	\$0	0%
1770	FSP-SAFE Match (25% FSP Grant)	State	FSP	\$50,000	\$50,000	\$50,000	\$50,000	\$0	0%
1770	FSP- Staff Support	State	FSP	(\$40,000)	(\$40,000)	(\$40,000)	(\$40,000)	\$0	0%
1770	FSP-Reserve Surplus/(Usage)	State	FSP	\$0	\$0	\$0	\$0	\$0	
1770	Freeway Service Patrol-SB1	State	FSP	\$198,427	\$198,427	\$198,427	\$198,427	\$0	0%
1770	FSP-SAFE Match (25% FSP Grant)-SB1	State	FSP	\$49,606	\$49,606	\$49,606	\$49,606	\$0	0%
1770	FSP-Reserve Surplus/(Usage)-SB1	State	FSP	\$38,290	\$38,290	\$38,290	\$38,290	\$0	0%
1780	SAFE - FSP Match	State	SAFE	(\$50,000)	(\$50,000)	(\$50,000)	(\$50,000)	\$0	0%
1780	SAFE - FSP Match-SB1	State	SAFE	(\$49,606)	(\$49,606)	(\$49,606)	(\$49,606)	\$0	0%
1780	SAFE	State	SAFE	\$340,000	\$340,000	\$340,000	\$340,000	\$0	0%
1780	SAFE- Staff Support	State	SAFE	(\$40,000)	(\$40,000)	(\$40,000)	(\$40,000)	\$0	0%
1790	SAFE- Go831 Staff Support	State	SAFE	(\$100,000)	(\$200,000)	(\$200,000)	(\$200,000)	-\$100,000	100%
1780	SAFE- Reserve Surplus/(Usage)	reserve	SAFE	(\$89,063)	(\$210,813)	(\$210,813)	(\$210,813)	-\$121,750	137%
2310	Traffic Counts	RSTP	RSTP	\$27,040	\$30,000	\$30,000	\$30,000	\$2,960	11%
6148	Tri County Bike Week Campaign	Local	TDA	\$27,500	\$27,500	\$27,500	\$27,500	\$0	0%
6220	RTP/EIR update shared	State	RPA	\$0	\$0	\$0	\$33,000	\$0	
6500	Project Development & Grant Implementation	Local	Oper Resv	\$50,000	\$50,000	\$50,000	\$50,000	\$0	0%
6550	Complete Streets Project Implementation	RSTP	RSTP	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0%
6550	Complete Streets Project Implementation-Way Finding	State	LPP	\$0	\$130,400	\$0	\$0	\$130,400	
6550	Complete Streets Project Implementation-Way Finding	RSTP	RSTP	\$0	\$60,000	\$0	\$0	\$60,000	
6550	Complete Streets Project Implementation-Way Finding	Local	Oper Resv	\$0	\$289,600	\$0	\$0	\$289,600	
6726	Pajaro to Prunedale Corridor Study	Federal	Federal	\$121,465	\$0	\$0	\$0	-\$121,465	-100%
6727	SR 218 Corridor Improvement Plan	Federal	Federal	\$66,900	\$0	\$0	\$0	-\$66,900	-100%
6728	Marina & Seaside SRTS Grant	State	State	\$244,404	\$64,284	\$0	\$0	-\$180,120	-74%
6728	Marina & Seaside SRTS Grant	Local	Measure X	\$32,469	\$10,484	\$0	\$0	-\$21,985	-68%
6740	Regional Conservation Investment Strategy	State	LPP	\$0	\$160,887	\$27,179	\$0	\$160,887	
6740	Regional Cons. Investment Strategy- Measure X match	Local	Measure X	\$0	\$20,845	\$3,521	\$0	\$20,845	
6803	Rail-Rail Extension to Salinas- (STIP)	State	State	\$8,000,000	\$200,000	\$63,000	\$0	-\$5,800,000	-97%
6803	Rail-Rail Extension to Salinas- (STIP)	State	State	\$0	\$0	\$117,000	\$5,500,000	\$0	
6803	Rail-Rail Extension to Salinas- (TIRCP)	State	State	\$0	\$0	\$0	\$1,500,000	\$0	
6803	Rail-Rail Extension to Salinas- (TCRP 14)	State	State	\$3,727,016	\$1,614,231	\$0	\$0	-\$2,112,785	-57%
6803	Rail-Rail Ext. to Salinas- (Prop. 116 Rail Bonds)	State	State	\$2,819,001	\$2,098,836	\$0	\$0	-\$720,165	-26%
6803	Rail-Rail Extension to Salinas-(RSTP)	State	RSTP	\$0	\$0	\$0	\$0	\$0	
6803	Rail-Rail Extension to Salinas-TCRP 7.3+GILROY	State	State	\$4,683,710	\$13,234,106	\$0	\$0	\$8,550,396	183%
6803	Rail-Rail Extension to Salinas-Staff Support	State	State	(\$150,000)	(\$200,000)	(\$200,000)	(\$200,000)	-\$50,000	33%
6804	Rail-Leases ROW	Local	Leases	\$210,000	\$210,000	\$210,000	\$210,000	\$0	0%
6804	Rail-Leases ROW-Staff Support	Local	Leases	(\$70,000)	(\$160,000)	(\$160,000)	(\$160,000)	-\$90,000	129%
6804	Rail-Leases ROW-Reserve Surplus/(Usage)	Local	Leases	\$118,000	(\$67,000)	(\$60,000)	(\$60,000)	-\$185,000	-157%
6807	Rail Leases-Salinas	Local	Leases	\$0	\$15,000	\$15,000	\$15,000	\$15,000	
6809	Rail Network Integration Study	State	TIRCP	\$0	\$200,000	\$100,000	\$0	\$200,000	
7101	SRTS-ATP Cycle 4 Every Child	State	State	\$0	\$603,377	\$703,099	\$687,327	\$603,377	
7101	SRTS-ATP Cycle 4 Every Child	Local	Measure X	\$0	\$18,301	\$21,326	\$20,848	\$18,301	
7301	FORTAG-Environmental Phase	Local	TDA	\$0	\$325,000	\$0	\$0	\$325,000	
7301	FORTAG-Environmental Phase	State	SB1-LPP	\$0	\$325,000	\$0	\$0	\$325,000	
8010	Public Outreach Program	Local	Measure X	\$0	\$9,000	\$9,000	\$9,000	\$9,000	
8010	Measure X - Materials & Services	Local	Local	\$10,000	\$10,000	\$10,000	\$10,000	\$0	0%
Total Direct Program Revenue				\$18,533,891	\$20,417,987	\$2,070,761	\$8,756,811	\$1,884,096	10.2%

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

Direct Program Expenses-Summary

WE	Direct Program Description	FY PLAN	FUTURE 3 YR BUDGET			FY 19/20 BUDGET	
		FY 18/19	FY 19/20	FY 20/21	FY 21/22	vs FY 18-19	
		Approved	Estimated	Estimated	Estimated	\$ CHANGE	% CHNG
0000	Caltrans audit repayment (fy 15-16 thru fy 24-25)	\$82,186	\$82,186	\$82,186	\$82,186	\$0	0%
1000	Leadership Training	\$25,000	\$25,000	\$25,000	\$25,000	\$0	0%
1020	Triennial Audit	\$0	\$40,000	\$0	\$0	\$40,000	
1122	Legislative Advocates	\$36,000	\$115,000	\$115,000	\$115,000	\$79,000	219%
1130	Public Outreach Program	\$70,000	\$81,000	\$81,000	\$81,000	\$11,000	16%
1770	Freeway Service Patrol- Towing Contracts	\$210,000	\$210,000	\$210,000	\$210,000	\$0	0%
1770	Freeway Service Patrol- Towing Contracts -SB1	\$209,743	\$209,743	\$209,743	\$209,743	\$0	0%
1780	SAFE - Call Box contract costs	\$105,250	\$125,000	\$125,000	\$125,000	\$19,750	19%
1780	SAFE - ADA Compliance	\$42,207	\$42,207	\$42,207	\$42,207	\$0	0%
1790	SAFE - Go831 TIPS Marketing & Branding	\$0	\$0	\$0	\$0	\$0	
1790	SAFE- Go831-Mrktg & Printing Material	\$10,000	\$12,000	\$12,000	\$12,000	\$2,000	20%
1790	SAFE- Go831-Emergency Ride Home	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0%
1790	SAFE- Software/App. (TDM Platform)	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0%
2310	Traffic Counts	\$27,040	\$30,000	\$30,000	\$30,000	\$2,960	11%
6148	Tri County Bike Week Campaign/Ciclovia etc	\$27,500	\$27,500	\$27,500	\$27,500	\$0	0%
6220	RTP/EIR update shared	\$0	\$0	\$0	\$33,000	\$0	
6500	Project Development & Grant Implementation	\$50,000	\$50,000	\$50,000	\$50,000	\$0	0%
6550	Complete Streets Project Implementation	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0%
6550	Complete Streets Project Implementation-Way Finding	\$0	\$480,000	\$0	\$0	\$480,000	
6726	Pajaro to Prunedale Corridor Study	\$121,465	\$0	\$0	\$0	-\$121,465	-100%
6727	SR 218 Corridor Improvement Plan	\$66,900	\$0	\$0	\$0	-\$66,900	-100%
6728	Marina & Seaside SRTS Grant	\$276,873	\$74,768	\$0	\$0	-\$202,105	-73%
6740	Regional Conservation Investment Strategy	\$0	\$181,732	\$30,700	\$0	\$181,732	
6803	Rail-Rail Extension to Salinas	\$17,079,727	\$16,947,173	\$0	\$6,800,000	-\$132,554	-1%
6804	Rail-Leases ROW-MBL Property Maint.	\$5,000	\$100,000	\$100,000	\$100,000	\$95,000	1900%
6805	Rail-Leases ROW- FORA Annual Dues	\$7,000	\$7,000	\$0	\$0	\$0	0%
6805	Rail-Leases ROW- FORA Property Maint.	\$10,000	\$10,000	\$10,000	\$10,000	\$0	0%
6805	Rail-Leases ROW- Haz Mat & Structural Engg	\$0	\$0	\$0	\$0	\$0	
6807	Rail Leases-Salinas	\$0	\$15,000	\$15,000	\$15,000	\$15,000	
6809	Rail Network Integration Study	\$0	\$200,000	\$100,000	\$0	\$200,000	
7101	SRTS-ATP Cycle 4 Every Child	\$0	\$621,678	\$724,425	\$708,175	\$621,678	
7301	FORTAG-Environmental Phase	\$0	\$650,000	\$0	\$0	\$650,000	
8010	Public Outreach Program	\$0	\$9,000	\$9,000	\$9,000	\$9,000	
8010	Measure X - Material & Services	\$10,000	\$10,000	\$10,000	\$10,000	\$0	0%
	TOTAL Direct Program Expenses	\$18,533,891	\$20,417,987	\$2,070,761	\$8,756,811	\$1,884,096	10.2%

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

<u>Direct Program Expense Changes</u>				FY 19/20 BUDGET vs FY 18-19	
WE		Project	Reason for Change	\$ CHANGE	% CHNG
1020	Other	Triennial Audit	Audit required every 3 years	\$40,000	
1122	Other	Legislative Advocates	Increase in contract	\$79,000	219%
1130	Other	Public Outreach Program	Annual report/ Postage increased	\$11,000	16%
1780	SAFE	SAFE - Call Box contract costs	New contract & removal /addition	\$19,750	19%
1790	SAFE	SAFE- Go831-Mrktg & Printing Material	Marketing and Printing material	\$2,000	20%
2310	Other	Traffic Counts	Increase in contract	\$2,960	11%
6550	Other	Complete Streets Project Implementation-Way Finding	New activity	\$480,000	
6726	Other	Pajaro to Prunedale Corridor Study	Study completed	-\$121,465	-100%
6727	Other	SR 218 Corridor Improvement Plan	Study completed	-\$66,900	-100%
6728	Other	Marina & Seaside SRTS Grant	Grant almost finished	-\$202,105	-73%
6740	Other	Regional Conservation Investment Strategy	New Grant	\$181,732	
6803	Rail	Rail-Rail Extension to Salinas	Revised project schedule	-\$132,554	-1%
6804	Rail	Rail-Leases ROW-MBL Property Maint.	Property Maintenance	\$95,000	1900%
6807	Rail	Rail-Leases Salinas	Security & Maintenance	\$15,000	
6809	Rail	Rail Network Integration Study	New Grant	\$200,000	
7101	Other	SRTS-ATP Cycle 4 Every Child	New Grant	\$621,678	
7301	Other	FORTAG-Environmental Phase	New Grant	\$650,000	
8010	Other	Public Outreach Program	Annual report share for Measure X	\$9,000	
TOTAL DIRECT PROGRAM EXPENSE CHANGES				\$1,884,096	10.2%

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

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



HIGHLIGHTS OF THE 2019/20 OVERALL WORK PROGRAM

Below are the highlights of the 2019/20 Overall Work Program, listed by each of the Agency's four adopted goals: Deliver Projects, Maximize Funding, Communicate Early and Often, and Prepare for the Future.

Deliver Projects (and Programs)

Measure X administration and implementation:

- Imjin Road improvements: work with City of Marina to initiate and complete construction.
- State highway projects – work with Caltrans on: Highway 156 at Castroville Blvd Interchange; Highway 68 Corridor; US 101 South of Salinas corridor study;
- Highway 1 busway on the Monterey Branch Rail Line: work with MST and Caltrans on environmental review; work with Caltrans, the Cities of Seaside and Sand City to design improvements to intersection at Fremont/California Avenues at Highway 1.
- SR 156-Blackie Road Extension: Coordinate with County of Monterey to initiate environmental review and preliminary engineering.
- Fort Ord Regional Trail and Greenway: finalize environmental review and preliminary engineering.
- Habitat Preservation/Advance Mitigation: initiate the Resource Conservation Investment Strategy with Caltrans and natural resources agencies.
- Safe Routes to School: continue to advance the education, enforcement and engineering improvements to reduce collisions.
- Senior and Disabled Mobility program: oversee programs funded and begin planning for new round of funding.

Non-Measure X Projects:

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

Ongoing Programs:

- Go831 traveler information program: outreach to major employers to encourage carpooling, vanpooling, telecommuting, using the bus, biking and walking to work.
- Call Boxes and Tow Trucks: Continue upgrade of Call Box motorist aid network; oversee operation of Freeway Service Patrol tow truck program.
- Bicycle Secure Program: fund racks, lockers and related secure storage for bicycles, skateboards and scooters.

Maximize Funding

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

Communicate Early and Often

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

Prepare for the Future

- Complete streets: support local use of bicycle and pedestrian safety improvements as part of a “complete streets” policy.
- Intersection safety and roundabouts: continue to investigate and support the installation of new engineering designs for intersections to improve safety.
- SAFE Callbox Program: coordinate with CHP to initial removal of underutilized call boxes.
- Electric Vehicle network: work with Monterey Community Power and the California Energy Commission to assist with installation of EV charging facilities.

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

CODE	Work Element	Operating Expenditures	Direct Expenditures	Total Expenditures	Activities
1000	Statewide Leadership Training	\$ -	\$ 25,000	\$ 25,000	Provide administrative support for Rural Planning Assistance funded grant for staff from various rural Regional Transportation Planning Agencies to attend leadership training opportunities.
1010	Budget, Work Program	\$ 71,852	\$ -	\$ 71,852	Prepare billing and quarterly reports, develop and monitor Work Program and budget, oversee agency funding and activities
1020	Local Transportation Fund (LTF) Administration	\$ 50,080	\$ 40,000	\$ 90,080	Conduct unmet needs process, allocate and manage Local Transportation Funds, conduct tri-annual audit
1120	Plans Coordination & Interagency Liaison	\$ 203,751	\$ -	\$ 203,751	Coordinate with partner and member agencies on short- and long-range transportation plans; conduct legislative monitoring
1122	Legislative Advocacy	\$ 47,641	\$ 115,000	\$ 162,641	Prepare legislative program; propose law changes as appropriate; support or oppose legislation or policies
1130	Public Involvement/ Education	\$ 304,083	\$ 81,000	\$ 385,083	Issue news releases, conduct public meetings, update website, annual report and awards program.
1770	Freeway Service Patrol (FSP)	\$ 70,336	\$ 419,743	\$ 490,079	Emergency tow truck services
1780	Service Authority for Freeway Emergencies (SAFE) Monterey County	\$ 69,863	\$ 167,207	\$ 237,070	Call-box and motorist aid program
1790	Go831 Traveler Information Programs	\$ 402,941	\$ 44,000	\$ 446,941	Traveler information programs such as ridesharing services, notices for construction related closures, and other activities that educate and improve mobility for Monterey County travelers
2310	Data Collect, Uniformity	\$ 11,107	\$ 30,000	\$ 41,107	Collect traffic data for regional model and planning uses
2510	Regional Transportation Model	\$ 9,036	\$ -	\$ 9,036	Participate in regional model task force, coordinate information retrieval with member agencies, review and provide input on model usage and updates
4110	Environmental Document Review	\$ 22,122	\$ -	\$ 22,122	Review development proposals for transportation impacts, Insure consistence with regional transportation system, propose mitigation measures such as Complete Street features

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

CODE	Work Element	Operating Expenditures	Direct Expenditures	Total Expenditures	Activities
6140	Bicycle/Pedestrian Planning	\$ 68,253	\$ -	\$ 68,253	Hold bike committee meetings, review projects for consistency with the Regional Transportation Plan
6148	Active Transportation Education Campaign	\$ 17,708	\$ 27,500	\$ 45,208	Conduct public outreach and education for active transportation during Bike Week and throughout the year
6220	Regional Transportation Plan	\$ 27,054	\$ -	\$ 27,054	Engage with cities and the County when they are developing circulation elements and other transportation related planning efforts. Coordinate with AMBAG, Caltrans and other regional agencies to initiate development of the 2022 Regional Transportation Plan.
6262	Regional Impact Fee - project programming, admin	\$ 43,966	\$ -	\$ 43,966	Collect fees and allocate funds to fee program projects.
6410	Regional Transportation Improvement Program (RTIP) - Programming	\$ 80,837	\$ -	\$ 80,837	Coordinate with Caltrans and other regional agencies on project programming.
6500	Project Development and Grant Implementation	\$ 178,362	\$ 50,000	\$ 228,362	Participate in environmental review, right-of-way acquisition, engineering; apply for fund allocations, amendments or extensions, apply for grant funds, monitor fund sources and assist implementing agencies in utilizing funds
6502	SR 156 Corridor Project Development	\$ 62,785	\$ -	\$ 62,785	Work with state and local agencies to continue project development and secure full funding for the SR 156 Corridor. Current focus is on the Castroville Boulevard Interchange.
6550	Complete Streets Implementation	\$ 122,697	\$ 510,000	\$ 632,697	Conduct activities related to implementing "Complete Streets" projects. Activities include: purchasing bicycle racks and other security devices as part of the Bicycle Secure Program; design, manufacture and installation of bicycling wayfinding signs, assist local agencies in incorporating Complete Street features in local road projects, and preliminary engineering for high priority bicycle and pedestrian projects identified in Active Transportation Plan.
6710	Corridor Studies & Regional Roadway Planning	\$ 22,877	\$ -	\$ 22,877	Participate in pre-environmental review corridor planning.
6728	Marina-Seaside Safe Route 2 School	\$ 68,496	\$ 74,768	\$ 143,264	Conduct school safety evaluations and educational programs at schools in Marina and Seaside.

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

CODE	Work Element	Operating Expenditures	Direct Expenditures	Total Expenditures	Activities
6740	Resource Conservation Investment Strategy	\$ 81,116	\$ 181,732	\$ 262,848	Assess the vulnerability of species and habitat to climate change related stressors; develop conservation strategies to improve resiliency from the identified stressors; and define a framework to finance the implementation of these conservation strategies as compensatory mitigation from new transportation improvements.
6800	Rail Planning/Corridor Studies	\$ 45,899	\$ -	\$ 45,899	Staff TAMC Rail Policy Committee, Participate in Coast Rail Coordinating Council meetings, and freight facility planning
6803	Passenger Rail Extension to Monterey County	\$ 288,878	\$ 16,947,173	\$ 17,236,051	Prepare engineering for stations, layover facility, track improve.; acquire rights-of-way for stations, platforms and layover facility
6804	Monterey Branch Line Railroad Leases	\$ 30,014	\$ 100,000	\$ 130,014	Conduct maintenance and operational activities related to real property owned by TAMC; including negotiating new leases or easements for compatible uses
6805	Railroad Fort Ord property planning	\$ 199,610	\$ 17,000	\$ 216,610	Plan for mixed use facility on TAMC land on former Fort Ord base
6807	Salinas Rail Leases	\$ 4,272	\$ 15,000	\$ 19,272	Conduct activities related to real property owned by TAMC at the Salinas station and future train layover facility.
6809	Rail Network Integration Study	\$ 81,174	\$ 200,000	\$ 281,174	Lay the groundwork for implementing the State Rail Plan in the Monterey Bay Area
7000	Measure X Projects and Programs	\$ 580,113	\$ 1,271,678	\$ 1,851,791	Implementation of projects and programs in Measure X
8000	Measure X Administration	\$ 203,218	\$ 19,001	\$ 222,219	Administer Measure X implementation and operation
0000	Caltrans Repayment		\$ 82,186	\$ 82,186	Caltrans audit repayment (fy 15-16 thru fy 24-25)
Totals:		\$ 3,470,140	\$ 20,417,987	\$ 23,888,128	

**RESOLUTION NO. 2019-05 OF THE
TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
FISCAL YEAR BUDGET AND OVERALL WORK PROGRAM**

TO APPROVE THE 2019-2020 FISCAL YEAR BUDGET AND OVERALL WORK PROGRAM; TO APPROVE THE ESTIMATED 2020-2021 AND 2021-2022 FISCAL YEAR FUTURE BUDGETS SUBJECT TO FINAL APPROVAL IN SUBSEQUENT YEARS; TO APPROVE ADJUSTMENTS TO JOB CLASSIFICATIONS, SALARIES AND BENEFITS; TO APPROVE OUT-OF-STATE TRAVEL; AND TO DIRECT AND AUTHORIZE THE EXECUTIVE DIRECTOR OR HIS/HER DESIGNEE TO TAKE ACTION WITH RESPECT TO FEDERAL, STATE AND LOCAL FUNDING, GRANTS AND CERTIFICATIONS

WHEREAS, Chapter 3, Title 21, Section 6646 of the California Code of Regulations permits the Regional Transportation Planning Agency to allocate funds for implementation of the annual work program of the transportation planning process; and

WHEREAS, Transportation Agency for Monterey County Bylaws state that the Agency has direct control over the budget for congestion management and traffic monitoring planning, the work program, the Service Authority for Freeways and Expressways program, the Freeway Service Patrol program, and administration; and

WHEREAS, the annual California State Budget Act, which appropriates State Highway funds under local assistance for the State Transportation Improvement Program Planning, Programming and Monitoring Program, estimates \$234,000 available for the Transportation Agency for Monterey County in fiscal year 2019-2020; and

WHEREAS, the Agency adopted the 2018 Regional Transportation Plan in June 2018; and

WHEREAS, the Agency's 2019-2020 fiscal year work program and budget describes the work tasks to be completed; and

WHEREAS, the Agency has initiated the Freeway Service Patrol in Monterey County to alleviate congestion on major state routes during peak travel time, and the Agency has signed an administration agreement with the California Department of Transportation (Caltrans) and the California Highway Patrol to administer the program and the Agency must identify an official authorized to execute the Annual Freeway Service Patrol Fund transfer agreement; and

WHEREAS, the Agency Bylaws require the adoption of an annual budget by May and the Board of Directors reviewed and commented on fiscal year 2019-20 budget on February 27,

2019; and,

WHEREAS, the Agency is in compliance with:

- The Clean Air Act as amended, with Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
- Section 1101(b) of Moving Ahead for Progress in the 21st Century regarding the involvement of disadvantaged business enterprises for federally funded projects; and
- The Americans with Disabilities Act of 1990;

WHEREAS, the Agency is eligible to exchange federal Regional Surface Transportation Program funds for State Highway Account funds; and

WHEREAS, the County of Monterey voters passed Measure X in November 2016 which is a retail transaction and use tax to be administered by the Agency;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Transportation Agency for Monterey County hereby:

- (a) Approves the overall work program and budget for fiscal year 2019-20 of **\$3,470,140** for operating and **\$20,417,987** for direct program costs; and,
- (b) Approves the estimated budget for fiscal year 2020-21 of **\$3,526,650** for operating and **\$2,070,761** for direct program costs, pending final approval no later than May 2020; and,
- (c) Approves the estimated budget for fiscal year 2021-22 of **\$3,469,220** for operating and **\$8,756,811** for direct program costs, pending final approval no later than May 2021; and,
- (d) Authorizes the Agency's Regional Transportation Planning Agency Fund 683 to contain undesignated funds to provide cash flow of six months of operating expenditures while awaiting the receipt of late arriving federal, state, and local revenue grants; and,
- (e) Adjusts the Agency's job classification system to authorize staffing level of 17.0 full time equivalent staff positions; and,
- (f) Approves the following salary and benefit adjustments:
 1. A cost of living adjustment of 3.0 % for all regular employees effective July 1, 2019; and,
 2. An increase in the monthly mandatory CalPERS employer health contribution per employee and retiree/annuitant from \$136.00 to the amount set annually by the PERS board to reflect any change to the medical care component of the Consumer Price Index, in compliance with Section 22892 of the Public Employees' Medical and

- Hospital Care Act) effective January 1, 2020;
3. A 10% increase to the salary range for the Clerk of the Board/Senior Administrative Assistant and Accounting Assistant.
- (g) Approves the following out-of-state trips in fiscal year 2019-20:
1. Up to three separate trips to Washington, D.C., by selected Board members and staff to increase legislator awareness of Agency priority rail and highway projects, programs and funding needs and to attend the Annual Transportation Research Board conference;
 2. Up to five out-of-state trips associated with staff's participation in American Public Works Association, American Planning Association, American Public Transit Association Rail or Transportation Research Board committees and conferences; and,
- (h) Instructs the Executive Director or his/her designee to claim:
1. Local Transportation Funds, for transportation planning agency purposes according to state law, Public Utilities Code § 99233.1, as needed, not to exceed \$908,485 to support the Local Transportation Fund Administration and Regional Transportation Planning Process, and to provide funds to cash flow agency expenditures until approved federal, state, and local grant funds are received; and,
 2. Congestion Management Agency funds/ Regional Transportation Planning Assessment as needed, not to exceed \$243,076 to support the Congestion Management Program and related activities, including data collection and level of service monitoring, regional transportation modeling, review of environmental documents, and regional impact fees development; and,
 3. Regional Surface Transportation Program/ State Highway Account exchange project funds and interest to fund projects approved by the Board of Directors and as needed to maintain a fund balance equal to three-months of expenditures; and,
 4. Regional Development Impact Fee Agency funds, not to exceed \$10,000, to support the administration of the Regional Development Impact Fee Agency; and,
 5. An amount not to exceed 1% for Salaries and Benefits related to the administration of Measure X from the Transportation Safety and Investment account; and,
 6. Other Measure X costs as identified in the budget; and,
 7. Funds from the Agency's Undesignated Reserve for expenditures in excess of the 1% administrative costs permitted under Measure X.
- (i) Designates and authorizes the Executive Director or his/her designee to:
1. Sign agreements with the State of California to receive state funds for Rural Planning Assistance, including any potential Rural Planning Assistance carryover funds from

- the prior fiscal year, the State Transportation Improvement Program, Planning, Programming & Monitoring Program and State Planning Grants;
2. Submit to the State all required planning and reporting documents and claims and invoices to requisition funds;
 3. Execute the Fund Transfer Agreement with Caltrans for the Freeway Service Patrol;
 4. Execute documents as needed to implement the receipt of state grants for the Service Authority for Freeways and Expressways program and related state documents for implementing the program;
 5. Sign the Regional Transportation Planning Process Certification;
 6. Execute agreements and documents as needed to implement the receipt of federal, state and local funding and grants related to the implementation of any and all approved Agency programs and projects including the Master Fund Transfer Agreement;
 7. Sign Regional Surface Transportation Program/State Highway Account exchange fund agreements with the State of California; and
 8. Sign a Continuing Cooperative Agreement with AMBAG, if consistent with the adopted Overall Work Program & Budget.

PASSED AND ADOPTED by the Transportation Agency for Monterey County, State of California this 22nd day of May 2019, by the following vote:

AYES:

NOES:

ABSENT:

ROBERT HUITT, CHAIR
TRANSPORTATION AGENCY FOR MONTEREY COUNTY

ATTEST:

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



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant
Meeting Date: May 22, 2019
Subject: Reports from Transportation Providers

RECOMMENDED ACTION:

RECEIVE reports from Transportation Providers:

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

ATTACHMENTS:

- ▣ Caltrans Director Report
- ▣ Caltrans Project Update



BEFORE



AFTER

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

Caltrans District 5



**District Director
Timothy Gubbins**

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

WINTER 2019

District Director's Report

A quarterly publication for our transportation partners

Fix-it-First

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

In District 5, these projects included:

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

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



District 5 Kicks Off Active Transportation Plan

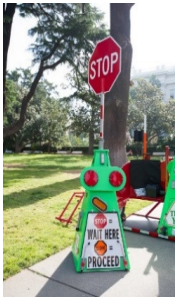
Caltrans is developing active transportation plans in all 12 Districts statewide. Its consultant, Toole Design Group, will create and implement a route prioritization—emphasizing social equity—to identify bicycle and pedestrian network gaps, performance metrics and improvements. District 5 will work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

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

Asset Management Coming

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

Asset management calls for investing in highway infrastructure based on total life-cycle costs from design to long-term upkeep. It also stresses the *fix-it-first* approach using preventive maintenance to improve or preserve existing assets and not expand highway capacity. More information: http://www.dot.ca.gov/assetmgmt/documents/TA_MP_Final_03_30_18.pdf



SLOW FOR THE CONE ZONE

CALTRANS

Innovating Safety

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

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



State Rail Plan Serves Central Coast

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

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

More information: http://www.dot.ca.gov/californiarail/docs/CSRP_Final_rev121818.pdf



Sea level rise, Highway 1 in San Luis Obispo County

D5 Climate Change Vulnerability Assessment

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



Landslide, Highway 154 in Santa Barbara County



Thomas Fire, Highway 192 in Santa Barbara County



Caltrans Funds Multimodal Plans

Downtown Multimodal Streetscape Plan

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

Alisal Corridor Complete Streets Plan

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



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 22, 2019 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

CONSTRUCTION PROJECTS									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
1.	Highway 1 EFA Contract #05A1959 (1H780)	South of Gorda to Lucia (PM 8.23)	Remove slide at Mud Creek (PM 8.9) & Paul's Slide (PM 21.6)	Spring 2019— Fall 2019	\$60 million	SHOPP	Zeke DeLlamas (RS)	John Madonna Construction San Luis Obispo, CA	Mud Creek - \$54 million & Paul's Slide - \$6 million.
2.	Highway 1 Bridges Project (1H660)	From north of Gorda to Garrapata Creek Bridge (PM 11.7/63.0)	Bridge joint/seal and overlay	Summer 2018 – Spring 2019	\$2.8 million	SB 1 Maintenance	Kelly McClain (TL)	American Civil Constructors West Coast Inc. Benicia, CA	Punchwork will continue through June.
3.	Highway 1 Safety Upgrades: Hurricane Point to Rocky Creek Viaduct (1A000)	South of Bixby Creek Bridge to south of Rocky Creek Bridge (PM 58.3/59.8)	Shoulder widening, guardrail upgrades, potential retaining wall	March 18, 2019— Fall 2019	\$5.3 million	SHOPP	Ken Dostalek (PD)	Granite Construction Company of Watsonville, CA	Construction began March 18, 2019.
4.	Highway 68 Pacific Grove Centerline Rumble Strip (1G450)	East of Piedmont Avenue to slightly west of the SR 1/68 Junction (PM 1.6/L4.1)	Centerline rumble strip & open grade asphalt concrete	Summer 2018 - Winter 2018/2019	\$2.9 million	SHOPP	Carla Yu (TL)	Granite Construction of Watsonville, CA	Scheduled to be completed by late May 2019.
5.	Highway 68 Pacific Grove Shoulder Widening (1C250)	Pacific Grove to Scenic Drive (PM 1.6/L4.0)	Shoulder widening, rumble strips, guardrail	Summer 2019	\$3.6 million	SHOPP	Carla Yu (RJ)	Granite Construction Company Watsonville, CA	Contract approved on March 21. Construction is scheduled to begin in June 2019.
6.	Highway 68 Pavement Overlay (1H3804)	In Monterey from SR 1/68 separation to SPCA Road (PM 3.9/10.8)	Pavement Overlay with Bonded Wearing Course	Summer 2018 – Summer 2019	\$3.7 million	SB 1 Maintenance	Kelly McClain (TL)	Mercer Fraser Company Eureka, CA	Project mostly complete with the exception of one mile of asphalt needing replacement—most likely to take place March through May 2019 due to warmer temperatures.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 22, 2019 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

CONSTRUCTION PROJECTS									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
7.	Highway 68 Salinas River Bridge Widening (0F700)	East of Reservation Road undercrossing to Spreckels Boulevard undercrossing (PM R17.4/R18.0)	Bridge widening	Spring 2016 - Winter 2018/2019	\$18 million	SHOPP	David Rasmussen (TL)	Viking Construction Company Rancho Cordova, CA	Due to excessive rain, construction completion is now expected in April 2019, weather dependent. Plant establishment to continue for one year after project completion.
8.	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	Contract award approved. Project is in construction.
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 started, with primarily overnight work.
10.	US 101 King City Combined Projects (1F75U4)	Near King City from South of Wild Horse Road to Teague Avenue	Pavement Rehabilitation, Seismic Retrofit with widening and median barrier	Spring 2019— Summer 2023	\$77.7 million	SHOPP	Aaron Henkel (TLang)	OHL, USA, Irvine, CA	Construction started



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 22, 2019 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
11.	TMS Detection Repair (1H990)	Various locations throughout District 5 (SRs 1, 17, 68, 156, 101) (PM Various)	Replace failed TMS Detection	Summer 2020	\$451,000	SB1 SHOPP	Brandy Rider	PA&ED	Project is in preliminary Design and the Environmental Phase.
12.	Highway 1 Replace Culvert Near Limekiln Creek (0Q500)	Near Lucia south of Limekiln Bridge (PM 20.4)	Replace culvert and repair erosion	Fall 2021	\$1.5 million	SHOPP	Ken Dostalek	PA&ED	Plans, Specifications, and Estimate (PS&E) completion date expected in December 2019.
13.	Highway 1 Big Sur CAPM (1F680)	From Torre Canyon Bridge to Carpenter Street (PM 39.8/74.6)	Pavement rehabilitation	Spring 2020 - Fall 2021	\$24 million	SB 1 SHOPP	Carla Yu	PA&ED	Project is in Design.
14.	Highway 1 Castro Canyon Bridge Rail Upgrade (1H490)	At Castro Canyon Bridge (PM 43.1)	Replace bridge rail	Spring 2022	\$1.6 million	SHOPP	Ken Dostalek	PA&ED	Project to upgrade existing bridge rail. Widening or replacement will also be considered. Environmental studies began in July 1, 2018.
15.	Highway 1 Garrapata Creek Bridge Rail Replacement (1H800)	At Garrapata Creek Bridge (PM 62.97)	Bridge rail rehabilitation	Fall 2023	\$12 million	SHOPP	Carla Yu	PA&ED	Environmental studies are underway. Project is a “long lead” with a longer than normal environmental study period needed to develop a context sensitive solution for the bridge rail with historic structures.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 22, 2019 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
16.	Highway 1 Garrapata Creek Bridge Rehab (1H460)	At Garrapata Creek Bridge (PM 63.0)	Electrochemical Chloride Extraction (ECE) of bridge structure	Spring 2023	\$18 million	SHOPP	Carla Yu	DESIGN	Project has entered Design Phase.
17.	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	PA&ED	PA&ED began in June 23, 2018.
18.	Highway 68 Pacific Grove CAPM (1H000)	From Forest Avenue to the SR 1/68 Junction (PM 1.1/L4.3)	Pavement preservation	Winter 2022	\$3.1 million	SHOPP	Carla Yu	DESIGN	Project has entered Design Phase.
19.	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 2020	\$5.5 million	SHOPP	Carla Yu	PS&E/RW	Project is in Design.
20.	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	\$11 million	SHOPP	Carla Yu	DESIGN	Project is in Design.
21.	US 101 North Soledad OH Deck Replacement (0F970)	North Soledad Bridge (PM 62.1/63.2)	Bridge replacement	Summer 2021	\$6.6 million	SHOPP	Ken Dostalek	PS&E/RW	Design is 95% complete. Project requires multiple agreements with Union Pacific Railroad that may extend the Design phase. Expected to advertise for construction in March 2020.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 22, 2019 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
22.	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	\$2.8 million	SHOPP	Brandy Rider	PS&E/RW	PS&E to be contracted out for Design.
23.	US 101 Salinas CAPM (1F700)	North of Gonzales to East Market Street (PM 73.8/87.3)	Pavement preservation	Summer 2019	\$24.1 million	SHOPP	David Silberberger	PS&E/RW	Contract Award Recommendation signed on 5/1/19. Construction should begin in June 2019.
24.	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 2023	\$4.7 million	SHOPP	David Silberberger	PA&ED	Work on the environmental document began in September 2018. The environmental document is expected to be completed in July 2019.
25.	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	\$49 million	SB 1 SHOPP	David Silberberger	PA&ED	The environmental document is now expected to be completed in September 2020.
26.	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 2020	\$4.5 million	SHOPP	David Silberberger	PS&E/RW	Design of the structure continued. Due to additional delays in the railroad process, the start date for construction has moved out one year to Summer of 2022.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 22, 2019 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
27.	Highway 156 West Corridor (31600)	Between Castroville and Prunedale (PM R1.6/T5.2)	Construct new 4-lane divided freeway and new interchanges	Fall 2019 – Fall 2023	\$264 million	STIP Federal Demo	David Silberberger	PA&ED	The overall project cost is \$389 million. The project is divided into 3 segments. The project team will be focusing on delivering Segment 1 (Castroville Boulevard Interchange) through construction. The project team will also continue their efforts on delivering a Supplemental EIR for Segments 2 and 3 relating to tolling.
28.	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	PA&ED	PA&ED began June 23, 2018.

ACRONYMS USED IN THIS REPORT:

ADA	Americans With Disabilities Act
EIR	Environmental Impact Report
PA&ED	Project Approval and Environmental 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
R/W	Right of Way



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant
Meeting Date: May 22, 2019
Subject: **Reports on meetings attended by Board Members**

RECOMMENDED ACTION:

RECEIVE reports on meetings attended by Board Members at Transportation Agency expense, as required by state law.

ATTACHMENTS:

- LeBarre - Trip Report for California Passenger Rail Conference

May 5th, 2019

To: Debbie Hale, Executive Director, TAMC; TAMC Board of Directors
From: Mike LeBarre, Chair-Rail Policy Committee, Director/City of King
Subject: Trip Report: California Passenger Rail Conference, Oakland, CA.

I attended the California Passenger Rail Conference held in Oakland, CA. April 25th. This year the conference focused on innovative technologies to improve passenger travel experience, Transformative megaprojects, passenger rail vehicle developments, and initiatives to reduce rail's carbon footprint.

I attended the following meetings and sessions:

- Keynote Speaker: Ryan Russo, Director, Oakland Department of Transportation
- Megaregional Rail Megaprojects: Speakers from San Diego Association of Governments, San Joaquin Regional Rail Commission, and Metrolink
- Megaregional Rail Projects Discussion Session: Kyle Grading, Assistant Chief, Div. of Rail and Mass Transportation, Caltrans
- Sustainability Initiatives: Speakers from Capitol Corridors Joint Powers Authority and San Jose Department of Transportation
- Enhancing Passenger Experience: Speakers from DB Engineering and Consulting, Metropolitan Transportation Commission, and Xentrans.
- California's Integrated Travel/Ticketing Program: Chad Edison, Deputy Secretary California State Transportation Agency and Speakers from the city and county of San Francisco, and UrbanLabs LLC

The conference was informative and gave me the opportunity to meet peers and learn about their rail organizations. I appreciated the opportunity to meet Deputy Secretary of the California State Transportation Agency, Chad Edison and discuss rail along the coast corridor. One subject I found particularly interesting was the discussion of passenger experience. This is an issue I believe will become more important as travel options expand and customer choices will move the industry toward better value, comfort, and amenities.


Submitted by: Mike LeBarre



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Maria Montiel, Administrative Assistant
Meeting Date: May 22, 2019
Subject: TAMC Draft Minutes of April 24, 2019

RECOMMENDED ACTION:

APPROVE minutes of the Transportation Agency for Monterey County (TAMC) the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for April 24, 2019.

ATTACHMENTS:

- ▢ Draft TAMC April 24 2019 minutes

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
MONTEREY COUNTY REGIONAL DEVELOPMENT IMPACT FEE
JOINT POWERS AGENCY
DRAFT MINUTES OF APRIL 24, 2019 TAMC BOARD MEETING
HELD AT THE
Agricultural Center Conference Room
1428 ABBOTT STREET, SALINAS

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

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

OTHERS PRESENT

Mario Romo	Access Monterey Peninsula	Roger Barnes	Caltrans District 5
Justin Riedmiller	Access Monterey Peninsula	John Olejnik	Caltrans District 5
David Cardoza	Access Monterey Peninsula		

1. CALL TO ORDER

Chair Huitt called the meeting to order at 9:00 a.m. Board member Michael LeBarre led the pledge of allegiance.

2. PUBLIC COMMENTS

None this month.

3. CONSENT AGENDA
M/S/C Lopez/Smith/ unanimous

The Board approved the consent agenda with the following edit on item 3.1.1: Board member Lopez commented that he received 30 letters from kids from San Lucas asking for sidewalks, so they could get to school safely. Mr. Lopez asked for more attention to rural communities such as San Lucas and San Ardo that lack basic infrastructure.

Board member Delgado arrived after approval of the Consent Agenda.

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 March 27, 2019.
- 3.1.2** Accepted the list of checks written for March 2019 and credit card statements for the month of February 2019.
- 3.1.3** Approved revisions of the Administrative Policies.
- 3.1.4** Received report on conferences or trainings attended by agency staff.

BICYCLE, PEDESTRIAN, TRANSIT and SOCIAL SERVICES

- 3.2.1** No items this month.

PLANNING

- 3.3.1** No items this month.

PROJECT DELIVERY and PROGRAMMING

- 3.4.1** Regarding Grant Preparation Assistance:
 1. Approved and Authorized the Executive Director to execute a contract with Cathedral Oaks Consulting, subject to approval by Agency Counsel, in an amount not-to-exceed \$150,000 to provide grant preparation assistance services through June 30, 2022;
 2. Approved the use of Measure X funds budgeted to this project; and
 3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount, subject to approval by Agency Counsel.
- 3.4.2** Regarding Safe Routes to School Program Implementation Request for Proposals:
 1. Approved the release of a Request for Proposals for consultants to assist in expanding the Measure X Safe Routes to School Program implementation; and
 2. Directed staff to release the request for proposals to potential consultants at a not-to exceed amount of \$1,580,000, including an initial three-year contract and three optional one-year contract extensions.

3.4.3 Regarding Pavement Management Program Services:

1. Approved and Authorize the Executive Director to execute contract renewal and amendment with Nichols Consulting Engineers, CHTD, subject to approval by Agency Counsel, in an amount not to exceed \$13,716 to provide Pavement Management Program services, and extend the term of the agreement to December 31, 2019;
2. Approved the use of Measure X funds budgeted to the Pavement Management Program; and
3. Authorize the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract amendment, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved agreement term or amount.

RAIL PROGRAM**3.5.1** Regarding Salinas Rail Project - HDR Engineering Contract Amendment #6:

1. Approved and Authorized the Executive Director to execute contract amendment #6 with HDR Engineering Inc., subject to approval by Agency Counsel, in an amount not to exceed \$297,151, to complete the design work for Package 1 at the Salinas train station, and to extend the contract deadline by eighteen months from June 30, 2019 to December 31, 2020;
2. Authorized the use of state funds budgeted to this project;
3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount; and
4. Approved sole source finding.

3.5.2 Regarding Rail Network Integration Study Contract:

1. Approved and Authorized the Executive Director to execute a contract with AECOM, subject to approval by Agency Counsel and the Independent Office of Audits and Investigations, in an amount not to exceed \$350,000, to prepare a Monterey Bay Area Rail Network Integration Study, for the period ending June 30, 2021;
2. Approved the use of Transit and Intercity Rail Capital Program funds budgeted to this purpose; and
3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

REGIONAL DEVELOPMENT IMPACT FEE**3.6.1** No items this month.

COMMITTEE MINUTES

3.7.1 Received Transportation Agency for Monterey County correspondence for March 2019.

3.7.2 Accepted draft minutes from Transportation Agency committees:

- Technical Advisory Committee – April 4, 2019
- Rail Policy Committee – no meeting
- Executive Committee – April 3, 2019
- Bicycle and Pedestrian Committee – April 3, 2019
- Excellent Transportation Oversight Committee (xTOC) – April 16, 2019

4. EMPLOYEE OF THE QUARTER

Chair Huitt and Director Hale presented Transportation Agency Employee of the Quarter for January-March 2019 to Christina Watson. Executive Director Debbie Hale noted that the Agency employees recognized Christina Watson for her professionalism and diligence in representing the Agency in various forums, her proficiency in a variety of computer programs, and her review of agenda packets. Most notably they appreciated her tireless work on the Salinas Rail Extension project, the Coast Rail service and the TAMC Legislative Program.

5. CLOSED SESSION

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

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

Reconvened: Agency Counsel Reiman reported that the TAMC Board met, and she noted that a settlement was reached on Item 1.

6. SALINAS RAIL STATION PACKAGE 1 CONSTRUCTION CONTRACT

M/S/C Lopez/Davis/ unanimous

Salinas Rail Project Package 1 - Construction Contract:

1. Approved the project plans and specifications;
2. Approved and authorized the Executive Director, subject to approval by Agency Counsel and Caltrans Audits and Investigations, to execute a contract with Monterey Peninsula Engineering in an amount not to exceed \$7,487,989, with an anticipated completion date of September 2020, for construction of the Package 1 Improvements at the Salinas Train Station;
3. Authorized the use of funds from the approved project budget for this work in an amount not to exceed \$7,487,989, and \$1,123,200 as a contingency fund for change orders; and
4. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work or change the approved contract amount or term.

Laurie Williamson, Senior Engineer, reported that on December 11, 2018, the Transportation Agency published bid documents for qualified contractors to construct the Package 1 improvements at the Salinas Train Station. On March 19, 2019, TAMC held the bid opening and received seven bids. She noted that Monterey Peninsula Engineers is the lowest bidder and TAMC staff recommends approving the contract with MPE for construction of the Package 1 site improvements TAMC has been working with the City of Salinas and other utility providers. The utility relocations are expected to begin by the end of April. TAMC has obtained a Caltrans Encroachment Permit and expect to have the required City of Salinas permits shortly. The current schedule anticipates completion of Package 1 construction by fall 2020.

7. 2019 FIVE-YEAR INTEGRATED FUNDING PLAN

Received the presentation of the draft 2019 Five-Year Integrated Funding Plan.

Mike Zeller, Principal Transportation Planner reported that the draft 2019 Integrated Funding Plan is designed to identify projects that will be strong candidates for specific matching fund programs, and to identify a funding pathway to bring projects to construction over the next five years. Mr. Zeller reviewed the projects and provided a status update on several. He noted that the California Transportation Commission will release a draft of the 2020 State Transportation Improvement Program (STIP) fund estimate in June and will adopt the county shares in August, which will provide information on how much TAMC will have to program to its regional projects.

In conclusion, Mr. Zeller reported that Agency staff will update the 2019 Integrated Funding Plan based on the 2020 STIP fund estimate and return to the Board with a revised funding plan for Board approval in September. The plan will guide the development of the Agency's proposal for programming Monterey County's STIP funding share, called the Regional Transportation Improvement Program, which is then due to the California Transportation Commission by December 15, 2019.

Board member LeBarre asked if the Measure X projects in the funding plan reflect both regional and local funding. Mr. Zeller noted that only regional funds are referenced in the program. Mr. LeBarre also noted that Highway 25 road has more vehicle traffic combined with a lot of bicyclists and motorcyclists, and as such he requested that Caltrans install Share The Road signs on Highway 25. He noted that he agrees that there is a need for sidewalks in San Lucas and San Ardo.

Board member Smith asked who will maintain the Fort Ord Regional Trail and Greenway. Director Debbie Hale replied that trail maintenance will be handled on a segment by segment basis. In some cases, the underlying cities or other jurisdictions (i.e. CSUMB) will maintain the trail, and in other cases TAMC will be coordinating with cities and Monterey Regional Open Space District.

Board ex officio Sabo asked how TAMC will decide the sequencing of projects – for instance the fact that Highway 68 is not going to construction for 5 years. Mr. Zeller noted that the timing of projects is primarily based on project readiness and that the Highway 68 project is only currently in environmental review.

Board member Lopez suggested that if there is extra Measure X funding that TAMC should look at prioritizing sidewalk construction projects in underserved areas.

8. STATE LEGISLATIVE UPDATES

M/S/C Bruce/Kerr/unanimous

The Board received an update on legislative activities and adopted positions on legislation.

Christina Watson, Principal Transportation Planner, reported that on March 20, TAMC Chair Robert Huitt, Executive Director Debbie Hale and Principal Transportation Planner Christina Watson participated in the Central Coast Coalition's 10th Annual Legislative Day. Gus Khouri arranged meetings with Governor Newsom, his cabinet, the California State Transportation Agency, California Transportation Commission, and the Central Coast's seven legislative delegation members.

She noted that Assembly Member Rivas submitted a budget request for \$10 million for the State Route 156/ Castroville Boulevard Interchange. She reported that SB 628 (Caballero), TAMC's Prunedale Bypass right-of-way sale bill, was approved on consent by the Senate Transportation Committee at their April 9th hearing.

Ms. Watson reviewed the bill matrix and asked for TAMC approval of these recommended positions:

- AB 1112 (Friedman): Motorized scooters: local regulation: Watch.
- AB 1402 (Petrie-Norris): Reduces competitive funding share of Active Transportation Program: Oppose.
- SB 25 (Caballero and Glazer): Provides CEQA streamlining for projects funded by qualified opportunity zone funds or other public funds: Support.
- SB 742 (Allen): Allows Amtrak buses to carry non-rail passengers: Support.

Board member Huitt why staff is not recommending a support position on ACA 1, the measure to reduce the voter threshold for housing and related projects. Ms. Watson noted that the bill is not directly related to transportation, but she will bring it to the Executive Committee meeting in June for discussion.

Board member Delgado asked why TAMC supports legislation that prioritizes safety improvements over projects that reduce life-threatening greenhouse gas emissions. Ms. Watson noted that there is plenty of specific funding for greenhouse gas emissions projects, which TAMC is pursuing for projects such as transit and active transportation, but that the funding source affected by the bill in question is intended for safety projects, such as the US 101 South of Salinas corridor.

Board member Kerr asked for information on opportunity zones. Staff noted that they are federally-designated areas in which there are tax credits for investments. In Monterey County there are opportunity zones in: Salinas, Seaside, Marina and King City.

9. REPORTS FROM TRANSPORTATION PROVIDERS

Caltrans – Ailene Loe reported that April is Safety Awareness month, adding that safety is Caltrans' highest priority. On May 25th Caltrans is honoring those who have fallen in the course of duty. She everyone to slow down when you are driving through work zones.

Board member Hawthorne noted that on the Highway 1 corridor before entering Pebble Beach there is a lot of litter. Ms. Loe responded that District 5 will request a cleanup.

Monterey Regional Airport District – Bill Sabo, Airport Board Member, reported that the new service to Dallas is going well and that American Airlines will have another new service during the summer. The Airport has received compliments on the speedy TSA screening and refurbished runways. The Airport is currently in preparation for the US Open. Fly Monterey!

Monterey-Salinas Transit District – Carl Sedoryk, General Manager, reported that construction of the new restroom and renovations at the Salinas Transit Center has started. He announced that National Get On Board Day is on Thursday, April 25, 2019; MST will be at the Monterey Transit Plaza with prizes and information on employment opportunities. He encouraged interested parties to visit the website at mst.org for more information.

Monterey Bay Air Resources District – Richard Stedman, Air Pollution Control Officer, announced that the Air District is sponsoring an Electric Vehicle Event on Sunday, April 28. He noted that May is Clean Air Month. He also noted that there is over \$1.1 billion in the District’s electric vehicle incentive program. He announced that the Clean Air Leaders Awards will be on Thursday, May 16th, 6:30 to 8:30 p.m.; there will be over 26 awardees and the District will honor former Supervisor Simon Salinas.

California State University Monterey Bay – No report

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

None this month.

11. EXECUTIVE DIRECTOR’S REPORT

Executive Director Hale:

- Congratulated Rich Deal, Principal Engineer, who has been selected as the national American Public Works “Exceptional Performance - Safety Award” winner.
- Congratulated Caltrans for winning an APWA national award for Disaster Relief for the Highway 1 - Mud Creek Project
- Announced Safe Routes to School pop-up events in Seaside May 1st and Marina May 14th. She encouraged everyone to stop by to test out the new bikeway and sidewalk designs.
- Noted that the TAMC Annual Reports are being printed and will include the first Measure X Transportation Oversight Committee (XTOC) Annual report; she added that a few cities did not submit all the audit report information, which will be mentioned in the report.

12. ANNOUNCEMENTS AND/OR COMMENTS

Board member LeBarre thanked the Agency for attending the King City Ciclovia event. He noted that about 1,000 community members attended, and he hopes to have another event in the future.

Board alternate Askew thanked Transportation Agency staff for the school pop-up events and asked staff to email the event information to the Board, city council members and school board members as soon as possible.

Board member Kerr thanked Transportation Agency staff for the outreach on the Fort Ord Regional Trail and Greenway in Del Rey Oaks last Saturday.

Board member Delgado asked staff to work on improving the sound system for the next meeting.

13. ADJOURNMENT

Chair Huitt adjourned the meeting at 10:45 a.m.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Dave Delfino, Finance Officer / Analyst
Meeting Date: May 22, 2019
Subject: TAMC payments for the month of April 2019

RECOMMENDED ACTION:

ACCEPT the list of checks written for the month of April 2019 and credit card statements for the month of March 2019.

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 \$550,710.89, which includes checks written for April 2019 and payments to the March 2019 Platinum Plus for Business Credit Card statement.

DISCUSSION:

During the month of April 2019 normal operating checks were written, as well as checks for the Salinas Rail Extension Kick Start project as follows: \$36,879.80 to HDR Engineering Inc. for engineering services, \$90,576.61 to Meyers, Nave, Riback, Silver & Wilson for legal right of way work, \$42,302.74 to MNS Engineers, Inc. for construction management services.

In addition, checks were written for other projects as follows: \$70,299.22 to Alta Planning + Design Inc. for environmental work for the FORTAG Project, \$41,273.97 to Ecology Action for services for the safe routes to school program for Marina/Seaside, \$22,005.00 to Saris Cycling Group Inc. for safe routes to school popup simulation equipment, \$254.46 to Overland, Pacific & Cutler, Inc. for appraisal service for California American Water pipeline easement, and \$10,2500.00 to AMF Media Group for graphic design work for the TAMC Annual Report.

ATTACHMENTS:

- ▣ Checks April 2019
- ▣ Credit Cards March 2019

Transportation Agency for Monterey County (TAMC)
 Union Bank Operating Account
 April 30, 2019

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
04/01/2019	DEP		2,665.22	Railroad Right of Way Rent
04/01/2019	DEP		55,000.00	Deposit for Easement Appraisal Costs
04/03/2019	EFT	Todd Muck	1,162.03	Travel for Calcog Leadership Forum
04/05/2019	EFT	Debbie Hale	988.57	Travel for Calcog Leadership Forum and Central Coast Leg Day
04/05/2019	EFT	Christina Watson	122.78	Travel for Central Coast Leg Day
04/05/2019	EFT	State of California		194,878.07 Traffic Congestion Relief Funds for Salinas Rail
04/05/2019	18707	AT & T (Carol Stream, Il.)	383.14	Telecommunications, Call Box and Rideshare - Phone Service
04/05/2019	18708	California Premier Restoration	2,765.85	Graffiti Clean Up Fort Ord
04/05/2019	18709	Elouise Rodriguez	174.98	Reimbursement for Meeting Supplies
04/05/2019	18710	Enterprise Rent-a-Car	204.44	Auto Rental
04/05/2019	18711	MNS Engineers, INC.	18,665.24	Construction Management Services for Salinas Rail Extension Kick-Start Project
04/05/2019	18712	Plaza Circle, Ltd	348.43	Office Rent
04/05/2019	18713	Verizon Wireless	72.82	Call Box - Phone Service
04/05/2019	18714	United Way of Monterey County	70.00	Employee Deduction - Charitable
04/05/2019	EFT	CalPers Health Benefits	10,262.16	Employee Benefit
04/05/2019	EFT	Payroll	41,382.04	Payroll
04/05/2019	EFT	United States Treasury	9,892.46	Payroll Taxes & Withholding
04/05/2019	EFT	EDD	3,862.02	Payroll Taxes & Withholding
04/05/2019	EFT	EDD	25.32	Payroll Taxes & Withholding
04/05/2019	EFT	Pers Retirement	8,445.91	Employee Benefits
04/05/2019	EFT	Pers Retirement PEPRA	740.67	Employee Benefits
04/05/2019	EFT	CalPERS	7,256.34	Employee Benefits
04/08/2019	EFT	State of California	7,665.93	Grant Funds for Safe Routes to School - Seaside/Marina
04/08/2019	EFT	State of California	83,720.93	PPM Funds 2nd QTR 18/19
04/09/2019	EFT	Rita Goel	268.56	Reimbursement of 125 Plan
04/09/2019	EFT	Christina Watson	212.00	Reimbursement of 125 Plan
04/09/2019	EFT	Christina Watson	197.00	Reimbursement of 125 Plan
04/12/2019	18715	AAMCOM LLC	95.20	Call Box - Phone Service
04/12/2019	18716	Access Monterey Peninsula, Inc. (AMP)	1,680.00	TV Video Services
04/12/2019	18717	Alta Planning + Design Inc	70,299.22	Services for Environmental Work for FORTAG
04/12/2019	18718	Alvarez Technology Group, Inc.	1,687.50	Computer Support
04/12/2019	18719	APWA	680.00	Membership Dues
04/12/2019	18720	CALPELRA	1,065.00	Annual Dues and Conference Registration
04/12/2019	18721	Delta Dental	741.64	Employee Benefits
04/12/2019	18722	Ecology Action	41,273.97	Services for Safe Routes to School - Seaside/Marina
04/12/2019	18723	FedEx (Printing)	218.25	Agenda Printing
04/12/2019	18724	Khouri Consulting LLC	3,000.00	Legislative Consultant
04/12/2019	18725	Office of the County Counsel	8,026.72	Legal Services
04/12/2019	18726	Peninsula Messenger LLC	250.00	Courier Service
04/12/2019	18727	Pure Water	56.70	Water
04/12/2019	18728	Salinas Valley Chamber of Commerce	296.25	Membership Dues
04/12/2019	18729	Saris Cycling Group Inc.	22,005.00	Safe Routes to School - Pop Up Simulation Equip.
04/16/2019	DEP	State of California	30,338.54	SAFE - Revenue February 2019
04/16/2019	DEP	Marina Concrete, P & S Real State, Cardinale and Jaguar	12,689.34	Railroad Right of Way Rent
04/16/2019	DEP	County of Monterey and City of Greenfield	138,634.00	Local Agency Contribution
04/18/2019	EFT	State of California	236,222.40	Traffic Congestion Relief Funds for Salinas Rail
04/18/2019	EFT	State of California	27,413.52	SB1 LPP - FORTAG Grant Funds
04/19/2019	18730	Alvarez Technology Group, Inc.	306.00	Computer Support
04/19/2019	18731	AMF Media Group	10,250.00	Graphic Design for Annual Report
04/19/2019	18732	Business Card	1,900.84	Office and Meeting Supplies, Staff Travel & Professional Training
04/19/2019	18733	Comcast	143.42	Telecommunication
04/19/2019	18734	HDR Engineering Inc.	36,879.80	Engineering Services Salinas Rail Extension Kick-Start Project
04/19/2019	18735	Lincoln National Life Insurance Co.	663.02	Employee Benefits
04/19/2019	18736	Meyers, Nave, Riback, Silver & Wilson	90,576.61	Right of Way Legal Services for Salinas Rail Extension Kick-Start Project
04/19/2019	18737	MNS Engineers, INC.	23,637.50	Construction Management Services for Salinas Rail Extension Kick-Start Project
04/19/2019	18738	Monterey County Business Council	500.00	Membership Dues

Transportation Agency for Monterey County (TAMC)
 Union Bank Operating Account
 April 30, 2019

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
04/19/2019 18739	Office Depot	630.16		Office Supplies
04/19/2019 18740	Oppidea, LLC	2,335.00		Accounting Services
04/19/2019 18741	Overland, Pacific & Cutler, Inc.	254.46		Appraisal for CalAmerican Water Easement
04/19/2019 18742	The Maynard Group	321.28		Telephone Service Contract
04/19/2019 18743	United Way of Monterey County	70.00		Employee Deduction - Charitable
04/19/2019 18744	U.S. Postal Service S.J.	26,000.00		Bulk Postage for Mailing of Annual Report
04/19/2019 EFT	Payroll	40,616.93		Payroll
04/19/2019 EFT	United States Treasury	9,665.08		Payroll Taxes & Withholding
04/19/2019 EFT	EDD	3,792.00		Payroll Taxes & Withholding
04/19/2019 EFT	EDD	15.83		Payroll Taxes & Withholding
04/19/2019 EFT	Pers Retirement	8,445.91		Employee Benefits
04/19/2019 EFT	Pers Retirement PEPRA	740.67		Employee Benefits
04/19/2019 EFT	CalPERS	7,256.34		Employee Benefits
04/24/2019 EFT	Graniterock		7,804.37	Railroad Right of Way Rent
04/25/2019 DEP	State of California		75,433.07	Grant Funds for HWY 128 and Pajaro to Prunedale Traffic Studies
04/25/2019 DEP	Saroyan and Eagle Creek Pacific LLC		11,636.94	Railroad Right of Way Rent
04/25/2019 EFT	Union Bank	47.04		Bank Service Charges
04/26/2019 18745	Calcog	5,700.00		Calcog Leadership Training - to be Reimbursed from RPA
04/26/2019 18746	Monterey Peninsula Chamber of Commerce	336.00		Membership Dues
04/26/2019 18747	Office of the County Counsel	12,205.34		Legal Services
04/26/2019 18748	Petty Cash	171.05		Miscellaneous Office Expenses
04/26/2019 18749	Plaza Circle, Ltd	7,988.65		Office Rent
04/26/2019 18750	Smile Business Products	204.22		Office Copier Expenses
04/26/2019 18751	Uretsky Investigations	170.00		HR - Background Check
04/26/2019 18752	Valero Marketing and Supply	9.53		Auto Expense - Gasoline
TOTAL		550,710.89	884,102.33	



DEBRA L HALE

Platinum Plus® for Business

March 05, 2019 - April 04, 2019

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$1,460.99
Minimum Payment Due \$14.61
Payment Due Date 05/01/19
Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay a fee based on the outstanding balance on the fee assessment date:
 \$19.00 for balance less than \$100.01
 \$29.00 for balance less than \$1,000.01
 \$39.00 for balance less than \$5,000.01
 \$49.00 for balance equal to or greater than \$5,000.01

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

Account Summary

Previous Balance \$79.98
 Payments and Other Credits -\$79.98
 Balance Transfer Activity \$0.00
 Cash Advance Activity \$0.00
 Purchases and Other Charges \$1,460.99
Fees Charged \$0.00
Finance Charge \$0.00
 New Balance Total \$1,460.99
 Credit Limit \$5,000
 Credit Available \$3,539.01
 Statement Closing Date 04/04/19
 Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Payments and Other Credits		
03/25	03/23	PAYMENT - THANK YOU		- 79.98
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		- \$79.98
		Purchases and Other Charges		
03/07	03/06	NOB HILL #607 SALINAS CA		132.63
03/18	03/15	CHEVRON 0206386 SALINAS CA		12.00
03/18	03/15	COPYMAT SALINAS CA		506.92
03/21	03/19	VAGABOND INN SAC OLDTO 9164461481 CA		109.44

Account Number:
March 05, 2019 - April 04, 2019

New Balance Total \$1,460.99
Minimum Payment Due \$14.61
Payment Due Date 05/01/19

Enter payment amount

\$

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

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

DEBRA L HALE
TAMC
ATTN RITA GOEL
55 PLAZA CIR STE B
SALINAS, CA 93901-2952

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DEBRA L HALE

March 05, 2019 - April 04, 2019
Page 3 of 6

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Arr: 03/18/19 Dep: 03/19/19 Inv: 0012129406		
03/28	03/27	Intuit *Payroll 800-446-8848 CA		650.00
03/28	03/27	MAILCHIMP *MONTHLY MAILCHIMP.COMGA		50.00
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$1,460.99

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	17.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

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

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Around-the-clock protection

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

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Covers your purchases in case of theft or damage within 90 days of purchase¹
- Extended Warranty
Covers you for one additional year, on top of the manufacturer's warranty¹
- Zero Liability
Protects you in case of unauthorized use of your card²

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

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

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Credit Cards March 2019



ELOUISE RODRIGUEZ

Platinum Plus® for Business

March 05, 2019 - April 04, 2019

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
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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 \$439.85

Minimum Payment Due \$10.00

Payment Due Date 05/01/19

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

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

Account Summary

Previous Balance \$1,353.68

Payments and Other Credits -\$1,353.68

Balance Transfer Activity \$0.00

Cash Advance Activity \$0.00

Purchases and Other Charges \$439.85

Fees Charged \$0.00

Finance Charge \$0.00

New Balance Total \$439.85

Credit Limit \$7,600

Credit Available \$7,160.15

Statement Closing Date 04/04/19

Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
03/25	03/23	Payments and Other Credits PAYMENT - THANK YOU TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		 - \$1,353.68
		Purchases and Other Charges		
03/08	03/06	DEVICE MAGIC INC RALEIGH NC		150.00
03/08	03/06	THE BAGEL CORNER SALINAS CA		20.05
03/11	03/07	THE BAGEL CORNER SALINAS CA		20.05
03/11	03/08	TSHEETS 8888362720 ID		95.00

Account Number
March 05, 2019 - April 04, 2019

New Balance Total \$439.85
Minimum Payment Due \$10.00
Payment Due Date 05/01/19

Enter payment amount

\$

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

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

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TAMC
ATTN DAVE DELFINO
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SALINAS, CA 93901-2952

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or make your payment online at
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ELOUISE RODRIGUEZ

March 05, 2019 - April 04, 2019

Page 3 of 6

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
03/28	03/26	STARBUCKS STORE 06629 SALINAS CA		38.70
04/04	04/03	NOB HILL #607 SALINAS CA		116.05
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$439.85

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	17.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

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

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

- Purchase Assurance®
Covers your purchases in case of theft or damage within 90 days of purchase¹
- Extended Warranty
Covers you for one additional year, on top of the manufacturer's warranty¹
- Zero Liability
Protects you in case of unauthorized use of your card²

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

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

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TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Todd Muck, Deputy Executive Director
Meeting Date: May 22, 2019
Subject: **Conferences and Training Attended by Agency Staff**

RECOMMENDED ACTION:

RECEIVE report on conferences or trainings attended by agency staff.

SUMMARY:

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

FINANCIAL IMPACT:

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

DISCUSSION:

From September 2018 to April 2019 Deputy Executive Director Todd Muck participated in the California Councils of Government (CalCOG) California Academy for Regional Leaders (CARL) program. There were six two-day sessions, held at locations around California. Sessions included skills building activities, discussions related issues important to California's regional governments, team building and networking activities, and site visits to gain a deeper understanding of key policy issues shaping California.

On April 8-11, 2019, Community Outreach Coordinator Theresa Wright attended the California Association of Public Information Officials (CAPIO) annual conference in Newport Beach, CA. She attended a range of sessions that covered tools and strategies to improve communication and customer service.

On April 24-25, 2019, Principal Transportation Planner Christina Watson attended the California Passenger Rail Summit in Oakland, CA. This was an excellent networking opportunity with rail

experts and transportation officials from around the state.

Summaries for each of these activities are attached.

ATTACHMENTS:

- ▣ CalCOG CARL Program summary
- ▣ CAPIO Conference summary
- ▣ Rail Summit summary



Memorandum

To: Board of Directors
From: Todd Muck, Deputy Executive Director
Meeting Date: May 22, 2019
Subject: **CalCOG California Academy for Regional Leaders**

From September 2018 to April 2019 I participated in the California Councils of Government (CalCOG) California Academy for Regional Leaders (CARL) program. I was one of 23 participants in the first inaugural CARL program class. The program is open to mid-career professionals working in regional governments in California. Participants are selected for diversity in life experience, geography, type of agency, and professional experience.

There were six two-day sessions, held at locations around California. Sessions included skills building activities, discussions related issues important to California's regional governments, team building and networking activities, and site visits to gain a deeper understanding of key policy issues shaping California. CARL participants were assigned to teams who worked independently to investigate and make recommendations on an issue of regional importance identified by a CalCOG member agency or a State agency. Highlights of each two-day session include:

September – Sacramento:

- Leadership discussions
- Building relationships in the work place
- Personality survey
- Leadership in transportation – Will Kempton

October – Long Beach:

- Strategic planning
- Business writing skills
- Visionary Leadership
- Port of Los Angeles tour

November – Contra Costa:

- What is a region?
- Think strategically about regional government
- Book assignment – *The Color of Money*
- Navigating careers & success
- Tour of GoMomentum Station (Autonomous Vehicle testing facility)

January – Stockton:

- Meaningful community engagement
- Gallup Strengthsfinder
- Career journey: Andy Chelsey

February – Monterey:

- Communicating for success and story telling
- Career Journey: Debbie Hale
- Tour of Taylor Farms Cooler
- Navigating the political world of local government
- Book assignment – *So You Want to Talk About Race*

April – Sacramento:

- Emotional intelligence
- Effective change management
- Ethics
- Team presentations
- Graduation!

My CARL team was tasked to investigate and propose additional methodologies to demonstrate how transportation projects proposed in Affordable Housing and Sustainable Communities (AHSC) grant applications improve access to destinations important to disadvantaged communities and low-income community residents. The team wrote a memo to the State agency who submitted the issue, the California Strategic Growth Council, and the team made a presentation the executive directors at the April 29, 2019 California Councils of Government COG Directors meeting.

Now that the 2018/19 CARL program is finished participants transition to CARLA - California Academy for Regional Leaders Alumni. Our goal is to maintain the professional network created through the CARL program and expand the network with future CARL participants.



Memorandum

To: Todd Muck, Deputy Executive Director
From: Theresa Wright, Community Outreach Coordinator
Date: April 16, 2019
Subject: 2019 CAPIO CONFERENCE

I attended the California Association of Public Information Officials (CAPIO) annual conference at the Hyatt Regency Newport Beach, CA., on April 8-11, 2019.

Here are the summaries of the sessions I attended:

Navigating Storytelling, Humor and Speechwriting as a Government Communicator

Eric Schnure, consultant and author, “The Political Speechwriter’s Companion” provide real world examples about how good communication impacts communities and stakeholders.

The New Normal: Customer Service Through Social Media

As more and more government business moves online, people are turning to social media as the most effective way to get their questions answered or make suggestions. This session focused on the importance of expediting responses, tips for dealing with negative public feedback (and how to turn that into a positive interaction) and walk away with a system for tracking inquiries on social media and their successful resolution.

For the Love of Cities and Communities

This session by Peter Kageyama, author of “For the Love of Cities” talked about how to create more engaged citizens without using major resources. His presentation highlighted what the role of technology is in the process and how it builds social capital. His examples from the “Most Loveable” cities demonstrated the economic benefits to emotional engagement and how to engage citizens as development resources.

Using Nextdoor to Communicate with Residents

The best session of the conference! While this session showcased how to use Nextdoor to improve community relations, increase trust and provide meaningful opportunities for neighbors to build community and collaborate with public agencies, the real benefit was the opportunity to talk one-on-one with the presenter, Parisa Safazaden. Ms. Safazaden is the new public agencies representative for Nextdoor. I was able to talk to her and explain our frustrations and the challenges we are having to get Nextdoor to approve our request for business “service” account, similar to what other jurisdictions and SCRTC have, as opposed to the Maple Park “neighborhood” account that they have limited us to. Ms. Safzaden has agreed to work with us on this issue.

Instagram Stories for Government Agencies

Instagram is one of the most popular platforms with millennials and Gen-Zs. This workshop showed how to take advantage of the platform and incorporate it into an agency’s social media strategy. Some of the items covered included:

- Ideas of where Instagram stories can come into play including event coverage, FAQ’s and how-tos
- Information on platforms that help schedule Instagram content and programs
- Time needed to produce Instagram story and how often to post
- How to create an Instagram story

- How to archive an Instagram story and how to utilize hashtags to take part in social conversation with audience.

Using Videos and analytics to Revamp Up your Social Media

The presenters of this workshop showed how videos and social media go together today. The presentation included examples of their work and provided ideas that could be used to increase an agency's audience engagement and messaging. Included in the workshop was information on affordable equipment to create videos and how to use built-in analytics tools that will give you the results you need for great engagement.

The Good, the Bad & the Ugly: Lessons Learned Rebranding a County Department

Presenters shared their biggest challenges, solutions and some lessons learned on their major rebranding projects. The presentation included information on how to get started on the right foot with a "re-branding," how to get key stake holders onboard and get buy-in on a new name, logo and slogan by clients/users, other agencies/partners, staff and the public. It also provided a branding "Dos and Don'ts list, timeline strategies and practical tips on things that can put an agency on the right track toward success.

Facebook for Local Government Pages and Law Enforcement: Tools, Tips, and Best Practices

Javier Hernandez, U.S. Politics and Government Outreach Associate, for Facebook shared his insights on how agencies can use Facebook for their government pages and how to reach community members with our public outreach efforts and messaging.

The Magical Unicorn of Your Communications Tool Box: Strategic Plans

This session focused on how to develop a measurable communication plan. The key take-aways were the following:

- How to create a department-wide 3-5year Communications Plan
- How to create a Communications Plan for projects, programs and initiatives
- Review of the planning process from research to measurement and everything in between
- How to get buy-in from your agency
- How to work with a consultant on a plan or tackle a plan in-house

Laugh, Lean and Live: Creating Memes, Infographics & Animated GIFs

This workshop showed how the Great ShakeOut Earthquake Drills which began in 2008 grew to 62.7 million people in 10 years and turned into an inspiring, thoughtful, and action-based earthquake safety movement with a small staff and limited resources. The presentation demonstrated how this campaign's strategies and techniques could be adapted by other agencies for their own campaigns. The workshop included various activities on how to create memes, infographics and animated gifs.

Lost in Translation? Steps to Launch a Bi-Lingual Communications Program

The instructor led the session which included several exercises that addressed the importance of engaging non-English speakers. She also offered a five-step plan to take the initiative to address deficiencies within your own agency. These included items such as defining which languages to consider, budget requests, knowledge of what tools are available such as culturally appropriate outreach, video with subtitles, apps and phone call interpretation.



Memorandum

To: Todd Muck, Deputy Executive Director
From: Christina Watson, Principal Transportation Planner
Meeting Date: May 22, 2019
Subject: 2019 Rail Summit

On April 24-25, 2019, I attended the California Passenger Rail Summit in Oakland, CA. This was an excellent networking opportunity with rail experts and transportation officials from around the state. Key take-aways:

- The Monterey Bay Area is gaining recognition as an integral part of the Northern California Megaregion. Among the major projects funded or in the planning stages around the Megaregion, the Salinas Rail Extension and the Coast Rail projects are considered a good investment to extend the rail system southward along the coast for minimal funding and high returns. Some of the “megaprojects” presented at the conference included:
 - New Transbay Rail Crossing – a second tube under the bay for BART, Capital Corridor, and eventually High-Speed Rail. This concept is in the early stages of development. More info here: <https://www.bart.gov/about/projects/transbay>.
 - Caltrain Modernization/Electrification Project (the \$2 billion project is now under construction: <http://www.caltrain.com/projectsplans/CaltrainModernization.html>), and the Downtown Extension (seeking federal funds to match local measure funding for a total of \$6 billion: http://www.bayrailalliance.org/caltrain_dtx/).
 - Altamont Corridor Express (ACE) extension to Merced and increase from four to ten round trips (phased in over 10 years, at an estimated \$1.6 billion: http://bit.ly/ACE_Forward).
 - San Joaquins/ACE “Valley Rail” project increasing San Joaquins service from seven to nine round trips and extending ACE to Sacramento (\$500 million project starting environmental review: http://bit.ly/Valley_Rail).

I also participated in the Transit-Oriented Development tour at Capital Corridor stations in Richmond and Emeryville. Both stations have experienced a huge surge in housing, office space, and “co-working” developments in the last decade, which aids in reducing the demand for parking and increasing transit use.

The program is on the summit website, <http://www.californiapassengerrailsummit.com/>.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Theresa Wright, Community Outreach Coordinator
Meeting Date: May 22, 2019
Subject: Digital Recording and Broadcasting of Board Meetings

RECOMMENDED ACTION:

Digital Recording and Broadcasting of Board Meetings:

1. **AUTHORIZE** the Executive Director to execute a contract with Access Monterey Peninsula to provide digital recording, production, broadcasting and live stream services of the Transportation Agency Board meetings for a three--year period effective July 1, 2019 and ending on June 30, 2022;
2. **AUTHORIZE** the Executive Director to make administrative changes to the contract if such changes does not increase the Agency's net cost, subject to approval by Agency counsel;
3. **AUTHORIZE** the use of \$50,400 from administration funds budgeted to this purpose; and,
4. **APPROVE** sole source finding.

SUMMARY:

The current contract agreement for digital recording, production, broadcasting and live stream services for the Transportation Agency Board meetings with Access Monterey Peninsula expires on June 30, 2019. This authorization seeks to enter into a new contract with Access Monterey Peninsula to provide these services from July 1, 2019 to June 30, 2022.

FINANCIAL IMPACT:

The total cost to provide digital video production services, broadcasting and live streaming of the Agency's Board meeting is \$50,400 for three years. This cost is included in the Agency's adopted budget.

DISCUSSION:

On May 15, 2016, the Board authorized the Executive Director to execute a contract with Access Monterey Peninsula to provide video recording, production, broadcasting and live streaming of the Transportation Agency's Board meetings; and approved their sole source procurement finding.

The sole source determination was made based upon research, the lack of qualified responses to the

previous Request for Proposals and the loss of broadcasting services through Monterey County Superintendent of Schools on the Monterey County government-programming channel, Comcast Cable channel 28 and Charter Channel 26. At that time, the sole source determination met the criteria to approve a sole source finding based on economy and efficiency, and the appropriate documentation was made to the contract file. Current research confirms that Access Monterey Peninsula continues to be the sole source available to provide all of the required tasks of digital recording, production, broadcasting, live streaming, digital copies, and on-demand web links of the Transportation Agency's Board meetings.

This report seeks the authorization for the Executive Director to execute a contract with Access Monterey Peninsula in an amount not-to-exceed Fifty Thousand and Four Hundred Dollars (\$50,400) to provide digital recording, production, broadcasting, live streaming, digital copies, and on-demand web links of the Transportation Agency's Board meetings for a three-year period effective July 1, 2019 and ending on June 30, 2022.

Attached to the staff report is the contract for services, scope of work, schedule and budget.

WEB ATTACHMENTS:

[Access Monterey Peninsula Digital Recording and Broadcast Contract](#)



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Christina Watson, Principal Transportation Planner
Meeting Date: May 22, 2019
Subject: **Policy for Reviewing Unsolicited Proposals**

RECOMMENDED ACTION:

ADOPT Policy for Reviewing Unsolicited Proposals.

SUMMARY:

Occasionally, TAMC receives unsolicited proposals from consultants wishing to do business with TAMC or from companies interested in public-private partnerships and/or joint development. This Policy for Reviewing Unsolicited Proposals is designed to address those situations in a manner that is fair to all and of benefit to the Agency.

FINANCIAL IMPACT:

No direct financial impact.

DISCUSSION:

TAMC follows state and federal procurement rules via an adopted Procurement Policies and Procedures and Contract Management Manual to ensure engagement in full and fair competition, and to obtain the best value, price and quality for taxpayer-funded goods and services. Typically, consultant services are obtained using a Request for Qualifications and/or Request for Proposals process, and the procedures are open to public scrutiny via the TAMC Board of Directors and its committees.

An unsolicited proposal is a written proposal that is submitted to TAMC on the initiative of the submitter for the purpose of developing a business partnership that is not in response to a formal or informal request issued by TAMC. TAMC currently does not have a written policy for responding to unsolicited proposals, and handles them on an ad-hoc basis, consulting with Agency Counsel.

An unsolicited proposal should be distinguishable from projects and plans already part of TAMC's long-term budget planning process. Potentially successful proposals would likely use innovative but pragmatic solutions that offer added value, such as enhanced financing options, improved customer

service outcomes or advanced delivery dates. An unsolicited proposal should be:

- Innovative and pragmatic;
- Independently originated and developed by the proposer;
- Submitted by parties external to TAMC, prepared without TAMC's supervision, endorsement, direction, or direct involvement; and
- Sufficiently detailed that its benefits in support of TAMC's mission and responsibilities are readily apparent.

If the proposed Policy is adopted, TAMC will receive and evaluate unsolicited proposals using a two-phased approach. In Phase One, TAMC staff will evaluate written conceptual proposals. Conceptual proposals will be reviewed within 90 days of receipt, at which time a determination will be made as to whether to review additional and detailed information in Phase Two.

If there is interest in a conceptual proposal, the proposer may be asked to submit detailed documentation (see attachment) for evaluation in Phase Two. At the conclusion of this phase, TAMC will decide whether to decline the proposal, to proceed to a sole source agreement, or to pursue a competitive solicitation.

If the project proceeds beyond Phase Two, TAMC's procurement policies and procedures will apply. TAMC's receipt of an unsolicited proposal does not, by itself, justify a contract award without full and open competition. If the unsolicited proposal offers a proprietary concept that is essential to contract performance, it may be deemed a Sole Source. If not, TAMC will follow the competitive procurement process.

TAMC may, at any time, choose not to proceed further with any unsolicited proposal.

The **attached** draft policy was adapted from a policy used by the Los Angeles County Metropolitan Transportation Authority and is proposed for TAMC adoption.

ATTACHMENTS:

- Draft Policy for Reviewing Unsolicited Proposals



Policy for Reviewing Unsolicited Proposals

Adopted _____

DRAFT

INTRODUCTION

The Transportation Agency for Monterey County (TAMC) follows state and federal procurement rules via an adopted Procurement Policies and Procedures and Contract Management Manual to ensure engagement in full and fair competition, and to obtain the best value, price and quality for taxpayer-funded goods and services. Typically, consultant services are obtained using a Request for Qualifications and/or Request for Proposals process, and the procedures are open to public scrutiny via the TAMC Board of Directors and its committees. Occasionally, TAMC receives unsolicited proposals from consultants wishing to do business with TAMC or from companies interested in public-private partnerships and/or joint development. This Policy for Reviewing Unsolicited Proposals is designed to address those situations.

WHAT IS AN UNSOLICITED PROPOSAL?

A written proposal that is submitted to TAMC on the initiative of the submitter for the purpose of developing a contractual relationship that is not in response to a formal or informal request issued by TAMC. Unsolicited proposals can be like junk mail; not all are worthy of TAMC staff time and resources in reviewing them.

WHAT DISTINGUISHES AN UNSOLICITED PROPOSAL WORTHY OF REVIEW?

In order for an Unsolicited Proposal to be worthy of TAMC review, it should be:

- Innovative and pragmatic;
- Independently originated and developed by the proposer;
- Submitted by parties external to TAMC, prepared without TAMC's supervision, endorsement, direction, or direct involvement; and
- Sufficiently detailed that its benefits in support of TAMC's mission and responsibilities are readily apparent.

A Reviewable Unsolicited Proposal is distinguishable from a project already part of TAMC's long-term budget planning process and plan if it uses innovative but pragmatic solutions that offer added value, such as enhanced financing options, improved customer service outcomes or advanced delivery dates. Sales tax bonds and certificates of participation are not unique and innovative financing tools.

SHOULD PROPOSERS INTERESTED IN A PUBLISHED SOLICITATION SUBMIT AN UNSOLICITED PROPOSAL?

No. An Unsolicited Proposal is not any of the following:

- An offer responding to TAMC's previously published request for qualifications/proposals;
- An advance or premature proposal for property or services that TAMC could acquire through competitive methods (submitted within the budget year before release of a published request for proposal); or
- A replacement for an existing contract that is already in effect; or
- An opportunity to stipulate the means and methods of an existing contractual relationship.

Unsolicited Proposals Process Overview

All Unsolicited Proposals shall be submitted to the TAMC Executive Director, or designee, who will log the proposal and respond acknowledging receipt of the proposal within five business days, then transfer it to the appropriate staff person for evaluation of technical and/or financial merit.

TAMC will evaluate Reviewable Unsolicited Proposals using a two-phased approach, as described below. Unsolicited Proposals that do not include completed forms described in Phase One shall be summarily declined.

In Phase One, TAMC will evaluate conceptual proposals. Conceptual proposals will be reviewed within 90 days of receipt, at which time a determination will be made as to whether to proceed to Phase Two. If there is interest in a conceptual proposal, the proposer may be asked to submit a detailed proposal for evaluation in Phase Two. If the proposal proceeds beyond Phase Two, TAMC's procurement policies and procedures will apply. TAMC may, at any time, choose not to proceed further with any Unsolicited Proposal.

Phase One – Conceptual Proposal

The purpose of Phase One is for TAMC to review and screen written, concept-level proposals to determine whether to request additional and detailed information in Phase Two.

CONTENT – CONCEPTUAL PROPOSAL

Unsolicited Proposers shall complete and submit Exhibit A, Conceptual Proposal Form with their conceptual proposal in order to trigger a Phase One review.

THRESHOLD REVIEW AND PROCESS OVERVIEW

Upon receipt of a reviewable conceptual proposal, the TAMC Executive Director, or his or her designee, will take the following steps:

1. Promptly log and acknowledge receipt of the proposal (letter to proposer); and
2. Determine whether the proposal meets the threshold requirements of an Unsolicited Proposal (below).

Before initiating a Phase One evaluation, the TAMC Executive Director will determine if the conceptual proposal meets the following threshold requirements:

- Satisfies the definition of a Reviewable Unsolicited Proposal;
- Includes all required content and attachments;
- Contains sufficient detail to enable TAMC to perform an adequate evaluation;
- Is submitted by parties external to TAMC, has been approved by a responsible official or other representative authorized to contractually obligate the proposer; and
- Complies with this Policy's requirements for use and disclosure of data.

EVALUATION – CONCEPTUAL PROPOSAL

If the proposal meets the threshold requirements, TAMC will take the following steps:

1. The TAMC Executive Director will officially transfer the proposal to appropriate staff; and
2. Appropriate staff will perform the evaluation process and notify the proposer of TAMC's decision. The possible outcomes may be to discontinue the process, to proceed to Phase Two, or to pursue a competitive procurement. TAMC staff will provide a general explanation of the reasons for the decision, communicate regularly with the TAMC Executive Director, and seek the TAMC Executive Director's approval of recommendations related to implementation.

Conceptual proposals will be evaluated promptly in accordance with the criteria set out in this section. At Phase One, the evaluation process will include a review of the Conceptual Proposal and Conceptual Proposal form. The proposer(s) will have no interaction with the evaluation team, except at TAMC's sole discretion.

EVALUATION CRITERIA – CONCEPTUAL PROPOSAL

If the proposal meets the threshold requirements, the evaluation team will determine the evaluation criteria, as necessary, to reflect the specific proposal, but generally will consider the following factors:

1. The proposal offers direct or anticipated benefits to TAMC and the community;
2. The proposal is consistent with TAMC's mission, goals and objectives;
3. The proposal satisfies a need for TAMC that can be reasonably accommodated in TAMC's annual long-term capital and operating budgets without displacing other planned expenditures and without placing other committed projects at risk;
4. The proposal offers goods or services that TAMC may not have intended to procure or provide through the normal TAMC contract process;
5. The proposal offers goods or services that are within TAMC's jurisdiction or control; and
6. Any other factors appropriate for the proposal.

Phase Two – Detailed Proposal

The purpose of Phase Two is for TAMC to receive more detailed technical and financial information to fully understand and evaluate the proposal. At the conclusion of this phase, TAMC will decide whether to decline the proposal, to proceed to a sole source agreement, or to pursue a competitive solicitation.

PROCESS – REQUEST FOR DETAILED PROPOSAL

If TAMC desires to proceed to Phase Two, TAMC will issue a Request for a Detailed Proposal that formally tells the proposer that TAMC is willing to proceed to Phase Two. Depending on the circumstances, the request may include the following:

- A summary of Phase I Project Evaluation;
- A description of the request for additional information process and purpose;
- A description of the problem or opportunity being addressed;

- Relevant background, context, parameters and policies;
- Functional, technical and legal requirements;
- Requests for other project related information related to scope, budget, schedule, personnel, risks, data, performance measurement, potential impacts, etc.; and
- Requests for specific modifications or clarifications to the scope of the original proposal.

TAMC may, at its sole discretion, invite the proposer(s) to present to the review team, ask and answer questions of the review team, and discuss the proposal and context with the review team.

PROCESSING

Once the Detailed Proposal is received, the TAMC staff will keep a record of the persons on the evaluation team and record the disposition of the proposal. Outside advisors will be consulted only if the TAMC evaluation team deems it necessary and beneficial.

CONTENT - DETAILED PROPOSAL

In addition to the information provided in Phase One, a Detailed Proposal must, at a minimum, include the following information:

TECHNICAL INFORMATION:

- A. Names and professional information of the proposer's key personnel who would be committed to the project;
- B. Type of support needed from TAMC; e.g., facilities, equipment, materials, or personnel resources;
- C. Type of support being provided by the proposer;
- D. A sufficiently detailed description of the scope of work being offered, in order to allow TAMC to evaluate the value received for the price or TAMC support proposed;
- E. Proposed price or total estimated cost for the effort and/or the revenue generated in sufficient detail for meaningful evaluation and cost analysis, including an annual cash flow for the proposed project and annual or future costs to operate and maintain;
- F. A schedule for the implementation, including specific details for any property and/or services to be provided by TAMC; and
- G. Proposed duration of effort.

SUPPORTING INFORMATION:

1. Type of contract being sought by the proposer (the final determination on type of contract shall be made by TAMC, should TAMC decide to proceed with a contract);
2. Description of the proposer's organization, previous experience in the field, and facilities to be used;
3. Required statements and disclosures, if applicable, about organizational conflicts of interest and environmental impacts; and

4. Information, in the form of TAMC's Pre-Qualification Application (**Exhibit B**) demonstrating to TAMC that the proposer has the necessary financial resources to complete the proposed project or effort, as determined by TAMC staff. Such information may include:
 - a. Financial statements, including an Auditor's Report Letter or an Accountant's Review Letter, Balance Sheets, Statements of Income and Stockholder's Equity, and a Statement of Change in Financial Position;
 - b. Un-audited balance sheets;
 - c. Names of banks or other financial institutions with which the proposer conducts business; and
 - d. Letter of credit commitments.

EVALUATION – DETAILED PROPOSAL

Detailed Proposals will be evaluated promptly, at a minimum in accordance with the criteria set out in this section, as well as any other evaluation criteria identified in the Request for Detailed Proposal.

Threshold Review: Before initiating a comprehensive evaluation, TAMC staff will determine if the Detailed Proposal continues to meet the threshold requirements set out in Phase One and the requirements specifically set out in the Request for Detailed Proposal.

Evaluation Criteria: At Phase Two, the evaluation team will confirm the proposal meets the same evaluation criteria set forth in Phase One, in addition to the following minimum factors, and any additional criteria set out in the Request for Detailed Proposal:

1. The proposer's capabilities, related experience, facilities, techniques, or unique combinations of these which are integral factors for achieving the proposal objectives;
2. The proposer's financial capacity to deliver the goods or services defined in the proposal;
3. Viability of the proposed schedule and TAMC's ability to meet activities required;
4. TAMC's capacity to enter into a contract and/or otherwise provide requested resources;
5. The qualifications, capabilities and experience of key personnel who are critical in achieving the proposal objectives;
6. The relative costs and benefits of the proposal with respect to improving mobility and accessibility in Monterey County;
7. The specific details of the cost/revenue generated; and
8. Any other factors appropriate for the proposal.

RECOMMENDATION

The evaluation team will make a recommendation on the disposition of the Detailed Proposal to TAMC's Executive Director for review and approval. If proposal exceeds the Executive Director's contracting authority or environmental determinations are necessary, the Board of Directors' approval will be required, and the proposer will be notified of the date of the meeting when the proposal will be discussed.

FULL AND OPEN COMPETITION REQUIREMENTS

TAMC's receipt of a Reviewable Unsolicited Proposal does not, by itself, justify a contract award without full and open competition. If the Unsolicited Proposal offers a proprietary concept that is essential to contract performance, it may be deemed a Sole Source, consistent with TAMC Procurement policies. If not, TAMC will pursue a competitive procurement, either through a formal solicitation or by the process outlined below.

PROOF OF CONCEPT

TAMC may, at its sole discretion, choose to work with a third party to prove a concept as a means of better understanding an Unsolicited Proposal and its application and value to TAMC, provided that the work is done at the expense of the proposing party.

UNSOLICITED PROPOSAL – SOLE SOURCE AWARD

If it is impossible to describe the property or services offered without revealing proprietary information or disclosing the originality of thought or innovativeness of the property or services sought, as determined by TAMC, TAMC may make a sole source award, as provided in TAMC's Sole Source Award Policy.

UNSOLICITED PROPOSAL – COMPETITIVE SOLICITATION PROCESS

If the Unsolicited Proposal does not meet the criteria of a sole source award, before entering into a contract resulting from an Unsolicited Proposal, TAMC will follow its procurement policies to issue a Request for Qualifications and/or Request for Proposal to do the work.

CONTRACT RESULTING FROM AN UNSOLICITED PROPOSAL

Nothing in this policy or otherwise requires TAMC to act or enter into a contract based on an Unsolicited Proposal. TAMC, at its sole discretion, may return and/or decline an Unsolicited Proposal at any time during the process.

PREREQUISITES TO CONTRACT NEGOTIATION

The duly authorized TAMC representative(s) may commence contract negotiations only after the following prerequisites have been met:

1. An Unsolicited Proposal has received a favorable comprehensive evaluation, including in comparison to any proposals received following publication as provided in this policy;
2. The TAMC staff sponsoring the contract supports its recommendation, furnishes the necessary funds and provides a sole-source justification (if applicable); and
3. TAMC Executive Director or TAMC Board of Directors approves (if required).

General Requirements

PROHIBITION OF USE OF CONFIDENTIAL INFORMATION

If TAMC's decision is to pursue a competitive procurement, TAMC personnel shall not use any data, or any confidential patented, trademarked or copyrighted information, as identified by the proposer, as part of an Unsolicited Proposal, or confidential technical or financial proprietary information as the basis, or part of the basis, for a solicitation or in negotiations with any other firm, unless the proposer is notified of and agrees to the intended use. Concepts or ideas are not considered proprietary by TAMC but specific implementing methodologies that are unique to and identified by the proposer will be recognized.

PUBLIC RECORDS ACT

Unsolicited Proposals are subject to the provisions of the California Public Records Act (California Code Government Code §6250 et seq.).

Public Contract Code Section 22164 provides that: information that is not otherwise a public record pursuant to the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title I of the Government Code) shall not be open to public inspection. Any documents provided by the proposer to TAMC marked "Trade Secret," "Confidential" or "Proprietary," or any financial records provided by the proposer to TAMC, shall be clearly marked with the proposer's name. TAMC will use its best efforts to inform the proposer of any request for records that may involve any financial records or documents marked "Trade Secret," "Confidential" or "Proprietary" provided by proposers to TAMC. TAMC will not advise as to the nature or content of documents entitled to protection from disclosure under the California Public Records Act but will allow proposers the opportunity to seek injunctive relief, if desired. If a proposer fails to seek injunctive relief preventing the disclosure of records, the proposer shall be deemed to have waived the proposer's right to object.

In the event of litigation concerning the disclosure of any records claimed to be exempt from disclosure by a proposer, TAMC's sole involvement will be as a stakeholder, retaining the records until otherwise ordered by a court. The proposer, at its sole expense and risk, shall be fully responsible for any and all fees for prosecuting or defending any action concerning the records claimed to be exempt from disclosure, and shall indemnify and hold TAMC harmless from all costs and expenses, including attorney's fees in connection with any such action.

Exhibit A

Conceptual Proposal Form

Phase One of TAMC’s Reviewable Unsolicited Proposal process involves submitting this form. Submit only the information required by this form. If TAMC determines that the proposal should proceed to Phase Two, TAMC will issue a Request for a Detailed Proposal.

PLEASE BE ADVISED THAT SOME RECORDS MAY BE SUBJECT TO DISCLOSURE PURSUANT TO A PUBLIC RECORDS REQUEST.

PART 1: BASIC INFORMATION

Proposer Information:

Name: _____

Address: _____

Further contact information: _____

Type of organization: _____

Technical personnel names & contact information: _____

Business personnel names & contact information: _____

These individuals should be responsible for answering TAMC’s technical or business questions concerning the proposal or any subsequent agreement concerning the proposal.

PART 2: TECHNICAL INFORMATION

Title of the proposal: _____

- Abstract of the proposal is attached
To move forward in the Unsolicited Proposal process, the abstract must include a brief – but complete – discussion of the following:
1. Objectives
 2. Method of approach
 3. Nature and extent of anticipated results; and
 4. Manner in which the work will help support accomplishment of TAMC’s mission.

Technical expertise the proposer needs from TAMC: _____

PART 3: FINANCIAL INFORMATION

Proposed price or total estimated cost: _____

Revenue: _____

Be concise but provide sufficient detail for TAMC to meaningfully evaluate the proposal.

Financial information the proposer needs from TAMC: _____

PART 4: PROCEDURAL INFORMATION

Period of time for which the proposal is valid: _____

- Proprietary data has been submitted with this proposal and such data is deemed confidential by the proposer in the event of a request submitted to TAMC under the California Public Records Act.
Any proprietary data must be clearly designated, as well as the legal provision allowing exemption from disclosure claimed.

- Other government entities or private parties have received this proposal.
Please explain: _____

- Other government entities or private parties may provide funding for this proposal.
Please explain: _____

- There are patents, copyrights and/or trademarks applicable to the goods or services proposed.
Please explain: _____

- There is additional information not requested in this form that would allow TAMC to evaluate this proposal at this conceptual phase.
Describe: _____

PART 5: SIGNATURE

Name: _____

Date: _____

Title: _____

The individual who signs this form must be authorized to represent and contractually obligate the Proposer.

Exhibit B

Pre-Qualification Application

Name of Applicant Firm: _____

Date Submitted: _____

Preparer's Name: _____

Phase Two of TAMC's Reviewable Unsolicited Proposal process involves submitting this form and providing the information requested in the Request for a Detailed Proposal.

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE APPLICATION

READ THE INSTRUCTIONS BEFORE FILLING OUT THE QUESTIONNAIRE

DRAFT

INSTRUCTIONS

1. This application should be completed by a person in the firm who is knowledgeable of and duly authorized to attest to the past and present operations of the firm and its policies. A corporate officer of the firm, owner or partner, as appropriate, must sign the Pre-Qualification Certification form.
2. All questions must be answered completely, and any “Yes” answers must be fully explained. Please note that a Yes answer to any question does not automatically result in denial of pre-qualification for a procurement.
3. Please be aware that TAMC is subject to the California Public Records Act and that some of the material to be submitted may be subject to public disclosure, pursuant to a Public Records Act Request. You are advised to consult with your own legal counsel as to which materials may be legally exempt from disclosure.

DEFINITIONS

1. **Affiliate** is defined as any one of the following:
 - a. Any Firm other than Applicant Firm which owns 25% or more of Applicant Firm, such as parent companies or holding companies;
 - b. A subsidiary or a Firm in which Applicant Firm owns 25% or more;
 - c. A Firm in which a major stockholder or owner of Applicant Firm owns controlling interest;
 - d. A Firm with which Applicant Firm has or has had an unseverable business or professional identity, and
 - e. Any permanent or temporary common business enterprise relationship in which the parties share operating responsibility and profits such as joint ventures.
2. **Key Person** – For purposes of pre-qualification a key person is
 - a. Any person in Applicant Firm who owns 10% or more of the Firm and/or those who make decisions with respect to its operations, finances, or policies, such as the President, CEO, CFO, COO, and, in the case of partnerships, the General Partner(s);
 - b. Corporate Secretaries and Treasurers, as well as Directors, if they meet criteria #1, above;
 - c. Division or Regional Business Managers who operate away and independently from the Applicant Firm, but only if the division or regional office is negotiating directly with TAMC.

APPLICATION SUBMITTAL

Email this application to:

Debra L. Hale
Executive Director
info@tamcmonterey.org

If you have questions, call the TAMC office at (831) 775-0903.

SECTION I: IDENTIFICATION

1. Applicant Firm

A. _____
Name of Applicant Firm Tax ID No. or Social Security Number

B. _____
Address

C. _____
(Mailing Address, if different from above)

D. _____
If doing business with TAMC under a DBA or other name, include legal name of the company and Tax ID No., if different

E. Primary Company Telephone No. () _____ Fax No. () _____

F. Applicant Firm's Contact Person for Pre-Qualification Office follow-up:

Name	Position	E-Mail	Telephone Number
------	----------	--------	------------------

G. Has the Applicant Firm changed its address or has the Firm or its owner operated under any other name(s) including other DBAs in the past five years? If yes, explain fully on a separate sheet of paper. No Yes

H. Type of business organization: _____

Year organization established: _____ Number of current employees: _____

Sole Proprietor

Corporation: Date and State of Incorporation: _____

Limited Liability Corporation (LLC): Date and State of Incorporation: _____

Limited Partnership (LP)

Limited Liability Partnership (LLP)

General Partnership (GP): Date and State of Partnership filing: _____

Other (describe): _____

I. List general type of business in which Applicant Firm is engaged (may include more than one). Attach copies of business licenses, if appropriate:

J. List type of product or service to be provided to TAMC:

DRAFT

SECTION II: OWNERSHIP/MANAGEMENT, PROJECT TEAM MEMBERS, AND RELATED ENTITIES

1. Owners/Key Persons

List Owners and Key Persons of Applicant Firm. For large publicly traded companies, list only Key Persons. (See DEFINITIONS for clarification if necessary.)

Full Legal Name	Title	Social Security No. (last four digits only)	% Of Ownership

[Use additional sheets if necessary]

2. Related Entities (Affiliates/Subsidiaries/Joint Ventures)

A. List affiliates, subsidiaries, holding companies, joint ventures, etc., of Applicant Firm. If no affiliates, state NONE. N/A is not an acceptable answer. Provide organizational, geographical or functional chart, if it would assist in clarifying the line(s) of authority. (See DEFINITIONS for clarification if necessary.)

Affiliate Name & Address	Tel.#	% Owned	Top Executive's Name	*Type of Relation

*Type of Relationship: 1. Joint Venture (JV), 2. Parent Co (PC),
3. Holding Co (HC), 4. Subsidiary (S), 5. Other (O), please explain.

B. At any time during the past five years have any Owners or Key Persons of Applicant Firm (if yes, explain fully):

a. Served as Key Person, Officer or Director, in any other Firm not affiliated with Applicant Firm? If so, please explain in a separate sheet.

No

Yes

b. Had any ownership interest in any other Firm other than shares of publicly owned companies? If so, please explain in a separate sheet.

No

Yes

SECTION III: CONTRACTING HISTORY

1. Contracting History

- A. List the applicant Firm's three largest government contracts, subcontracts, or sales. If none, list the three largest contracts with non-governmental entities.

	Contract #1	Contract #2	Contract #3
Agency/Owner			
Contract No.			
Name/Location			
Describe Goods or Services Furnished			
Were you a Prime or Subcontractor?			
Start Date/Complete Date			
Contract Amount			
Agency/Owner Contact to Verify (Name/ Tel.)			

NOTE: ANY "YES" ANSWERS BELOW MUST BE FULLY EXPLAINED ON A SEPARATE SHEET OF PAPER AND ATTACHED TO THIS APPLICATION.

- B. Is the Applicant Firm currently certified by the California Department of Transportation (Caltrans) as a disadvantaged business entity, minority-, or woman-owned business?

No Yes

- C. During the past five years, has Applicant Firm or any of its Key Persons had any certificates or certifications revoked or suspended, including disadvantaged-, minority-, or woman-owned business certifications?

No Yes

In the past five years has the Applicant Firm or any Affiliate been the subject of any of the following actions?

- D. Been suspended, debarred, disqualified, or otherwise declared ineligible to bid?

No Yes

- E. Failed to complete a contract for a commercial or private owner?

No Yes

- F. Been denied a low-bid contract in spite of being the low bidder?

No Yes

- G. Had a contract terminated for any reason, including default?

No Yes

- H. Had liquidated damages assessed against it during or after completion of a contract?

No Yes

SECTION IV: CIVIL ACTIONS

If “Yes” to Sections IV, V or VI, provide details including a brief summary of cause(s) of action, indicate if Applicant Firm, Key Person or Affiliate Firms were plaintiffs (P) or defendants (D); define charges explicitly, by what authority, court or jurisdiction, etc. In the case of tax liens, please indicate whether the liens were resolved with the tax authorities. Please submit proof of payment or agreements to pay the liens.

Complete details are required!

1. **Violations of Civil Law**

In the past five years has Applicant Firm, any of its Key Persons, or any Affiliate been the subject of an investigation of any alleged violation of a civil antitrust law, or other federal, state or local civil law?

No

Yes

2. **Lawsuits with Public Agencies**

At the present time is, or during the past five years has, the Applicant Firm, any of its Key Persons, or any Affiliate been a plaintiff or defendant in any lawsuit regarding services or goods provided to TAMC or to a public agency?

No

Yes

3. **Bankruptcy**

During the past five years, has the Applicant Firm or any Affiliate filed for bankruptcy or reorganization under the bankruptcy laws?

No

Yes

4. **Judgments, Liens and Claims**

During the past five years, has the Applicant Firm been the subject of a judgment, lien or claim of \$25,000 or more by a subcontractor or supplier?

No

Yes

5. **Tax Liens**

During the past five years, has the Applicant Firm been the subject of a tax lien by federal, state or any other tax authority?

No

Yes

SECTION V: COMPLIANCE WITH LAWS AND OTHER REGULATIONS

1. Criminal

In the past five years has the Applicant Firm, any of its principals, officers, or Affiliates been convicted or currently charged with any of the following:

- A. Fraud in connection with obtaining, attempting to obtain, or performing a public contract, agreement or transaction?
 No Yes
- B. Federal or state antitrust statutes, including price fixing collusion and bid rigging?
 No Yes
- C. Embezzlement, theft, forgery, bribery, making false statements, submitting false information, receiving stolen property, or making false claims to any public agency?
 No Yes
- D. Misrepresenting minority or disadvantaged business entity status with regard to itself or one of its subcontractors?
 No Yes
- E. Non-compliance with the prevailing wage requirements of California or similar laws of any other state?
 No Yes
- F. Violation of any law, regulation or agreement relating to a conflict of interest with respect to a government funded procurement?
 No Yes
- G. Falsification, concealment, withholding and/or destruction of records relating to a public agreement or transaction?
 No Yes
- H. Violation of a statutory or regulatory provision or requirement applicable to a public or private agreement or transaction?
 No Yes
- I. Do any Key Persons in Applicant Firm have any felony charges pending against them that were filed either before, during, or after their employment with the Applicant Firm?
 No Yes

2. Regulatory Compliance

In the past five years, has Applicant Firm, any of its Key Persons, or Affiliates:

- A. Been cited for a violation of any labor law or regulation, including, but not limited to, child labor violations, failure to pay wages, failure to pay into a trust account, failure to remit or pay withheld taxes to tax authorities or unemployment insurance tax delinquencies?
 No Yes
- B. Been cited for an OSHA or Cal/OSHA “serious violation”?
 No Yes
- C. Been cited for a violation of federal, state or local environmental laws or regulations?
 No Yes
- D. Failed to comply with California corporate registration, federal, state or local licensing requirements?
 No Yes
- E. Failed to comply with California corporate registration, federal, state or local licensing requirements?
 No Yes
- F. Had its corporate status, business entity’s license or any professional certification, suspended, revoked, or had otherwise been prohibited from doing business in the State of California, in the last three years?
 No Yes
- G. During the past five years, has Applicant Firm or any of its Key Persons had any certificates or certifications revoked or suspended, including disadvantaged-, minority-, or woman-owned business certifications?
 No Yes
- H. Been suspended, debarred, disqualified, or otherwise declared ineligible to bid?
 No Yes

SECTION VI: ETHICS

1. Conflict of Interest

- A. Does the Applicant Firm or any of its Key Persons have any existing relationships that could be construed as either personal or organizational conflicts of interest, or which would give rise to a conflict if Applicant Firm should be a recipient of a contract with TAMC?
- No Yes
- B. Has any Owner, Key Person or Project Team member of Applicant Firm ever (if yes, explain fully):
- a. Been an employee of TAMC, or served as a member of TAMC Board of Directors or as an Alternate?
- No Yes
- b. Been related by blood or marriage to an TAMC employee, TAMC Board member or Alternate?
- No Yes

2. Political, Charitable, And Other Contributions

Has the Applicant Firm, any of its Key Persons, or Affiliates ever, regardless of amount:

- A. Given (directly or indirectly), or offered to give on behalf of another or through another person, money, contributions (including political contributions), or other benefits, to any current TAMC Board Member or Alternate?
- No Yes
- B. Given, or offered to give on behalf of another, money, contributions, or other benefits, directly or indirectly, to any current or former TAMC employee?
- No Yes
- C. Been directed by any TAMC employee, Board member or Alternate Board member, or contractor to offer or give money, contributions or other benefits, directly or indirectly, to any current or former TAMC employee, Board member or alternate Board member?
- No Yes
- D. Directed any person, including employees or subcontractors, to give money, contributions or other benefits, directly or indirectly, to any current or former TAMC employee, Board member, Alternate Board member, or to someone else in order to benefit an TAMC employee, Board member, or Alternate Board member?
- No Yes
- E. Been solicited by any TAMC employee, Board member, or Alternate Board member to make a contribution to any charitable nonprofit organization?
- No Yes

IF YES TO ANY OF THE ABOVE, SUBMIT LIST OF CONTRIBUTIONS AND DETAILS.

SECTION VII: ADDITIONAL DOCUMENTATION REQUIRED

Copies of the following documents are to be submitted with this application:

1. Applicant Firm's Current Local Business Licenses, if required by city, county or state, and
2. Applicant Firm's Financial Statements:
 - A. PUBLICLY TRADED COMPANIES: Financial information will be accessed on-line. However, if additional information is needed, it will be specifically requested from the firm.
 - B. NON-PUBLICLY TRADED COMPANIES WITH AUDITED OR REVIEWED FINANCIAL STATEMENTS: Statements, including balance sheet, statement of earnings and retained income, with footnotes, for the most recent three years.
 - C. NON-PUBLICLY TRADED COMPANIES WITHOUT AUDITED OR REVIEWED FINANCIAL STATEMENTS: Company generated financial statements, including balance sheet, statement of earnings and retained income for the most recent three years. The Chief Financial Officer of the corporation, a partner, or owner, as appropriate, must certify these financial statements.
 - D. SOLE PROPRIETORSHIPS: Refer to C. If financial statements are not generated, please fill out and sign the Financial Statement form. Submit one form for each of the most recent three years.

NOTE: TAMC reserves the right to ask for additional documentation if it is reasonably required to make a determination of integrity and responsibility relevant to the goods or services the Applicant Firm will provide to TAMC if awarded a contract.

Financial Statement

This information is provided for pre-qualification purposes only. This document is considered a confidential document not subject to public disclosure under California law.

To be completed by Applicant Firms that do not produce company generated financial statements, including balance sheet, statement of earnings and retained income for the most recent three years (one sheet per year.)

ASSETS	
Cash on Hand and in Banks	\$
Account and Notes Receivable	\$
Fixed Assets (net of depreciation)	\$
Other Assets	\$
Total Assets	\$
LIABILITIES	
Accounts Payable	\$
Notes Payable to Banks (in next 12 months)	\$
Notes Payable to Others	\$
Taxes Payable	\$
Long Term Liabilities (more than 12 months)	\$
Other Liabilities	\$
Total Liabilities	\$
Net Worth	\$
INCOME FROM OPERATIONS	
Revenue	\$
Interest from Bank Accounts	\$
Cost of Goods Sold (if appropriate)	\$
Gross Profit	\$
General & Administrative Expenses	\$
Depreciation	\$
Interest Paid	\$
Net Gain or Loss	\$

I hereby certify that the above information is true and accurate to the best of my knowledge and belief. I understand false statements may result in denial of pre-qualification, and possible debarment for a period of five years.

Signature of Owner or Officer	Date Signed
Company Name	For the Year Ended
Federal ID #	

PRE-QUALIFICATION CERTIFICATION

A COPY OF THIS CERTIFICATION MUST BE COMPLETED AND SIGNED BY A GENERAL PARTNER, OWNER, PRINCIPAL OR CORPORATE OFFICER AUTHORIZED TO LEGALLY COMMIT THE APPLICANT FIRM AND SUBMITTED WITH THE APPLICATION.

The signer of this declaration recognizes that the information submitted in the questionnaire herein is for the express purpose of inducing TAMC to award a contract, or to allow the Applicant to participate in TAMC projects as contractor, subcontractor, vendor, supplier, or consultant. The signer has read and understands the requirements of the program and has read and understands the instructions for completing this form.

DECLARATION

State of: _____
County of: _____

I, (printed name) _____, Social Security Number (last four digits) _____, being first duly sworn, state that I am the (title) _____ of Applicant Firm. I certify that I have read and understood the questions contained in the attached Application, and that to the best of my knowledge and belief all information contained herein and submitted concurrently or in supplemental documents with this Application is complete, current, and true. I further acknowledge that any false, deceptive or fraudulent statements on the Application will result in denial of pre-qualification.

I authorize TAMC to contact any entity named herein, or any other internal or outside resource, for the purpose of verifying information provided in the questionnaire or to develop other information deemed relevant by TAMC.

Signature of Certifying Individual	Date
~~~~~	

Subscribed and sworn to (or affirmed) before me this _____ day of _____, by _____.  Personally known to me, or  Proved to me on the basis of satisfactory evidence to be the person who appeared before me.

---

Signature of Notary Public

Place Notary Seal Above  
~~~~~

NOTICE TO APPLICANTS

A material false statement, omission or fraudulent inducement made in connection with this pre-qualification application is sufficient cause for denial of the application or revocation of a prior approval, thereby precluding the Applicant Firm from doing business with, or performing work for, TAMC, either as a vendor, prime contractor, subcontractor, consultant or subconsultant for a period of five years. In addition, such false submission may subject the person and/or entity making the false statement to criminal charges. (Title 18 USC 1001, false statements; California Penal Code Section 132, offering altered or antedated or forged documents or records; and Section 134, preparing false documentary evidence].

NOTE: Applicant information submitted to TAMC in connection with pre-qualification is considered confidential. All such applicant information is confidential business information and will be afforded protection to the fullest extent permitted by law.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Stefania Castillo, Transportation Planner
Meeting Date: May 22, 2019
Subject: **Measure X Senior & Disabled Transportation Needs Assessment and Program Guidelines**

RECOMMENDED ACTION:

RELEASE the Measure X Senior & Disabled Transportation draft needs assessment and program guidelines for public review.

SUMMARY:

The purpose of the Measure X Senior & Disabled Transportation Program is to increase transportation services for seniors and persons with disabilities to support their ability to live independently in their homes and communities. Five grant applications were funded for the first cycle of the program. The Transportation Agency is conducting a needs assessment in response to questions about the selection process and scoring criteria for Cycle 1. The purpose of the Assessment is to review the existing transportation services for seniors and persons with disabilities in the County to determine the most effective way to spend Measure X funding for future grant cycles of the Senior & Disabled Transportation Program.

FINANCIAL IMPACT:

Measure X allocates \$15 million over 30 years to this program, which is approximately \$500,000 per year. At the October 25, 2017 meeting, the TAMC Board of Directors voted to use \$1.5 million of Measure X funds for the initial Senior & Disabled Transportation Program's 3-year cycle covering fiscal years 2017/18, 2018/19, and 2019/20.

DISCUSSION:

Approximately twenty percent of Monterey County's population currently qualifies for senior and/or disabled transportation services and that figure is expected to increase in the coming years. In addition, Monterey County is composed of a range of geographies, including rural areas, unincorporated towns, incorporated cities and areas surrounding incorporated cities. Due to this range of geographies and client needs, one service type often cannot effectively serve the needs of all seniors and persons with disabilities living throughout the County. The purpose of the Agency's Senior & Disabled

Transportation Program is to fund non-profit transportation services for seniors and persons with disabilities to support their ability to live independently in their homes and communities.

The five organizations selected for funding during the first cycle submitted their first annual reports (**web attachment**) documenting communities served and success meeting project goals. Per the grant agreements and program guidelines, the following criteria is required to verify funds were used for eligible expenses and activities

1. Project Payments: quarterly claims that include documentation (procurement solicitation process if applicable, receipts, vendor invoices, and progress reports) must be submitted for payment reimbursement.
2. Annual Report: an end of year summary of work completed and work remaining in the next year, funds expended, number of seniors served, number of people with disabilities served, description of the communities served, and pictures of events or activities.

The Transportation Agency is conducting a needs assessment (**web attachment**) in response to questions about the selection process and scoring criteria for the first grant cycle of the program. The Assessment will:

1. Identify existing transportation services for seniors and persons with disabilities,
2. Determine gaps in service, potential enhancements, and improved coordination; and
3. Identify potential changes to the Program application to better meet the needs of Monterey County's senior and disabled residents.

Staff requests the release of the draft Program Guidelines to collect input on changes for the second grant cycle. The Program Guidelines (**web attachment**) include the following sections for review:

- Eligible activities and expenses
- Application review process and scoring criteria
- Measure X program specific policies (project payments, funding agreement, annual report, etc.)
- Program application

Current application scoring criteria favors proposals with:

- ability to implement the project within 3-5 year funding timeline
- a project to fill a gap in transportation services for seniors or persons with disabilities
- high percentage of seniors or persons with disabilities eligible to use the service
- high percentage of communities served
- ability to leverage other public or private funding sources

The guidelines will be presented to and reviewed by the Monterey-Salinas Transit Mobility Advisory Committee, the Measure X Citizens Oversight Committee, and other stakeholders that serve seniors and persons with disabilities.

The proposed timeline for this project is below:

| Date | Task |
|-------------|-------------|
|-------------|-------------|

- May 22, 2019 TAMC Board of Directors releases draft guidelines and needs assessment for public review
- May 22, 2019 MST Mobility Advisory Committee reviews draft guidelines and needs assessment
- July 16, 2019 Measure X Citizens Oversight Committee reviews draft guidelines and needs assessment
- **July 31, 2019 Public comment period closes**
- September 25, 2019 TAMC Board of Directors adopts guidelines and needs assessment, and opens call for Cycle 2 projects
- **November 29, 2019 Cycle 2 Applications Due**
- December 2-20, 2019 Review Committee meets to score applications
- January 16, 2020 Draft Program of Projects presented to Measure X Citizens Oversight Committee
- January 31, 2020 Draft Program of Projects presented to MST Mobility Advisory Committee
- **February 27, 2020 TAMC Board of Directors adopts Program of Projects for FY 2020/21, 2021/22 and 2022/23**
- March 28, 2020 Execute Cycle 2 grant agreements

WEB ATTACHMENTS:

[Measure X Senior & Disabled Transportation - 2018 Annual Reports](#)

[Measure X Senior & Disabled Transportation - Draft Needs Assessment](#)

[Measure X Senior & Disabled Transportation - Draft Program Guidelines \(Cycle 2\)](#)



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Michael Zeller, Principal Transportation Planner
Meeting Date: May 22, 2019
Subject: **City of Carmel Regional Surface Transportation Program Fair Share Allocation**

RECOMMENDED ACTION:

Regional Surface Transportation Program Fair Share Allocation:

1. **APPROVE** the request by the City of Carmel to program \$42,875.86 in Regional Surface Transportation Program fair share funds to the Ocean Avenue Repaving project; and
2. **APPROVE** amending Exhibit A of the local funding agreement to include this project and funding.

SUMMARY:

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

FINANCIAL IMPACT:

The Regional Surface Transportation Program was established by the State of California to utilize gas tax revenues on a wide variety of local transportation projects. The Transportation Agency receives these funds, which total approximately \$3.5 million to \$4.0 million per year, and distributes them to the Cities and County in two methods: fair share and competitive share. The Transportation Agency distributes \$1.2 million per year as the fair share component to the cities and County based on population. The City of Carmel has a sufficient balance in its RSTP fair share reserve to program \$42,875 to the Ocean Avenue Repaving Project.

DISCUSSION:

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

signal coordination and other safety and operational improvements.

The City of Carmel is requesting that TAMC program \$42,875 in Regional Surface Transportation Program fair share funds to the Ocean Avenue Repaving project. This project consists of the repaving of Ocean Avenue between Monte Verde Street and Junipero Avenue. In addition to removing and repairing the failed pavement, this project includes the installation of 26 ADA-compliant sidewalk ramps, curb and sidewalk repair, drainage upgrades, and the restoration of striping and pavement markings. Staff confirms that this project is eligible for RSTP funding and recommends that the Board approve this request.

ATTACHMENTS:

- ▣ Carmel - Allocation Request Letter
- ▣ RSTP Exhibit A - Carmel

City of Carmel-by-the-Sea

POST OFFICE BOX CC
CARMEL-BY-THE-SEA, CA 93921
(831) 620-2000

April 17, 2019

Ms. Debbie Hale
Executive Director
Transportation Agency for Monterey County
55 Plaza Circle, Suite B
Salinas, CA 93901

Subject: Request for Regional Surface Transportation Program Fair Share Allocation

Dear Ms. Hale,

The City of Carmel-by-the-Sea requests to allocate its 2017 Regional Surface Transportation Program (RSTIP) Fair Share of \$42,875 to the Ocean Avenue Repaving segment of the Citywide 2018 Paving Project. This project consists of the repaving of Ocean Avenue between Monte Verde Street and Junipero Avenue. In addition to removing and repairing the failed pavement, this project includes the installation of 26 ADA-compliant sidewalk ramps, curb and sidewalk repair, drainage upgrades, and the restoration of striping and pavement markings.

We appreciate the consideration of this request by the TAMC Board of Directors. Should you have any questions, please contact the City's Public Works Director Robert Harary on 831.620.2021 or at rharary@ci.carmel.ca.us

Sincerely,


Chip Rerig
City Administrator

cc: Robert Harary, Public Works Director

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

City of Carmel-by-the-Sea

| Agency | Board Approval Date | Fund Expiration Date | Type | Active Projects | Budget | Paid | Balance Outstanding |
|--------|---------------------|----------------------|-----------------|-----------------------|------------------|-------------|---------------------|
| Carmel | 5/22/2019 | 5/31/2022 | RSTP Fair Share | Ocean Avenue Repaving | \$ 42,875 | \$ - | \$ 42,875 |
| | | | | | \$ 42,875 | \$ - | \$ 42,875 |

| Agency | Board Approval Date | Fund Expiration Date | Type | Completed Projects | Budget | Paid | Balance Outstanding |
|--------|---------------------|----------------------|------------------|--|-------------------|-------------------|---------------------|
| Carmel | 9/24/2014 | 9/24/2017 | RSTP Competitive | Install Bike Racks | \$ 13,000 | \$ 13,000 | \$ - |
| Carmel | 3/26/2014 | 3/26/2017 | RSTP Fair Share | Junipero, Ocean-8th, repave, streetscape | \$ 141,898 | \$ 141,898 | \$ - |
| Carmel | 3/26/2014 | 3/26/2017 | RSTP Fair Share | Carpenter Street Overlay Project | \$ 128,102 | \$ 128,102 | \$ - |
| | | | | | \$ 283,000 | \$ 283,000 | \$ - |

Last Revised: 5/22/2019

Approved by: \_\_\_\_\_
 Debra L. Hale, Executive Director



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Laurie Williamson, Senior Transportation Engineer
Meeting Date: May 22, 2019
Subject: Freeway Service Patrol Temporary Service Task Orders

RECOMMENDED ACTION:

AUTHORIZE the use of \$228,000 from State Freeway Service Patrol and Service Authority for Freeways and Expressways funding to continue temporary services.

SUMMARY:

The Agency currently operates the Freeway Service Patrol with four beats on three road segments. Beat 1 operates on Highway 101 from Airport Boulevard in Salinas to the San Benito County line. Beat 2 operates on State Route 1 from Rio Road in Carmel to Highway 183 in Castroville. The proposed task orders would continue the temporary Beat 3 on Highway 101 serving traffic from Airport Boulevard in Salinas to Main Street in Chualar, and continue the temporary Beat 4 service truck along the State Route 1 Beat 2 from Rio Road in Carmel to Highway 183 in Castroville for thirteen months.

FINANCIAL IMPACT:

The total budgeted cost of the two proposed task orders is \$228,000 for thirteen months. Funding for this program comes from the California Department of Transportation, with a 25% local match from the Transportation Agency. The local match will come from a \$1 vehicle registration fee collected by the Department of Motor Vehicles for the call box motorist aid program.

DISCUSSION:

The Freeway Service Patrol is responsible for clearing the freeway of automobiles, motorcycles, small trucks (vehicles with a gross weight of 6,000 pounds or less) and small debris. The Freeway Service Patrol vehicle operators contracting with the Transportation Agency provide "quick fix" items to motorists, e.g., furnishing one gallon of gasoline, changing flat tires, providing a "jump" start, taping or repairing cooling system hoses, refilling radiators or similar minor repairs. They also provide towing for minor collisions. If the disabled vehicle cannot be repaired on site, it is towed to a California Highway Patrol designated drop location. In that case, the motorist can request the vehicle operator to contact the California Highway Patrol Communication center to call a rotational tow, specified tow or

a friend/relative to assist them. The Freeway Service Patrol program is managed by a partnership of the Transportation Agency for Monterey County, the California Department of Transportation, and the California Highway Patrol (CHP).

The Freeway Service Patrol (FSP) currently operates four beats on three road segments. Beat 1 operates on Highway 101 from Airport Boulevard in Salinas to the San Benito County line. Beat 2 operates on State Route 1 from Rio Road in Carmel to Highway 183 in Castroville. Temporary Beat 3 operates on Highway 101 from Airport Boulevard in Salinas to Main Street in Chualar. Temporary Beat 4 operates a non-tow service truck along Beat 2. FSP drivers patrol these beats during times of peak traffic congestion from 7:00 - 9:00 a.m. and 3:00 - 7:00 p.m., Monday through Friday. To accommodate increased tourist traffic during the summer months, modified beats operate on Highway 101 on Sundays and State Route 1 on Saturdays. The CHP may also approve work in excess of regular service hours.

In March 2017, the Agency issued a request for proposals for a new four-year contract (July 1, 2017 to June 30, 2021). After an extensive evaluation process, including site visits and inspections, the evaluation committee, formed with members from the California Highway Patrol, Santa Cruz Regional Transportation Commission and the Transportation Agency, determined that the existing contractor, California Towing and Transport, had the best ability to meet requirements set forth in the Scope of Work. The review panel unanimously recommended the company for both the Beat 1 and Beat 2 contracts.

In May 2018, the Agency authorized task orders for temporary services along Highway 101 (Beat 3) and State Route 1 (Beat 4). The existing temporary service task orders expire on May 31, 2019. The California Highway Patrol (CHP) has expressed their desire to continue these temporary services in order to better address the need for motorist assistance. These additional temporary services run during the same days and times as the original two services.

Historically, there is also an increase in service assists during the summer months, generally from Memorial Day to Labor Day. Continuing the additional service will also help to better meet increased demand during this peak travel season.

The current contract allows for task orders to provide additional service if the service is determined to be needed by the Agency. Given the interest expressed by the CHP in continuing the expanded service, and the expected increase in demand during the summer travel season, staff recommends issuing task orders to continue the additional services (Beats 3 and 4) for a thirteen month period. This time frame will allow the additional services to operate until June 30, 2020 and allow staff to evaluate the feasibility of expanding the service on a permanent basis.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Laurie Williamson, Senior Transportation Engineer
Meeting Date: May 22, 2019
Subject: **Monterey County Call Box Program: Verizon Wireless Contract Amendment No. 2**

RECOMMENDED ACTION:

Monterey County Call Box Program: Verizon Wireless Contract Amendment No. 2:

1. **APPROVE** contract Amendment No. 2 with Verizon Wireless extending the term of the agreement to December 31, 2019;
2. **AUTHORIZE** the Executive Director to execute documentation necessary to enter into the updated Participating Addendum with NASPO Value Point (formerly Western States Contracting Alliance) and the State of California with respect to Verizon Wireless Communication and Equipment services; and
3. **AUTHORIZE** the Executive Director to execute the contract and changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency Counsel.

SUMMARY:

In 2012, following a competitive procurement process, the Transportation Agency contracted with Verizon Wireless to provide digital cellular service for call boxes in Monterey County. The service contract with Verizon Wireless is subject to the terms of the user agreement with NASPO Value Point (formerly Western States Contracting Alliance) and the State of California with respect to Verizon Wireless Communication and Equipment services, which has been amended to extend service through December 31, 2019. This Amendment will bring the Agency's contract into compliance with the updated NASPO Value Point agreement with Verizon Wireless.

FINANCIAL IMPACT:

The terms of the current contract will remain in effect, and currently the Agency pays a rate of \$0.06 per minute. The current contract has a not to exceed amount of \$34,200, of which approximately \$27,000 is remaining. Staff estimates that the cost of this extension will be well within the remaining budget of the current contract. The funding for the cellular service comes from the \$1 vehicle registration fee collected by the California Department of Motor Vehicles.

DISCUSSION:

Monterey County's call box system contains approximately 190 installed call boxes on most freeways and highways, as well as selected county roads. The Transportation Agency currently contracts with Verizon Wireless for digital cellular services for the call box program. The current agreement provides for a rate of \$0.06/min, no monthly services fees, free nights and weekends, and no annual term requirement or termination fees. The contract expires at the end of the current fiscal year, June 30, 2017.

Although the Agency currently has approximately 190 call boxes in use, the total number of call boxes in Monterey County is expected to decrease in the coming years as the Agency implements its Call Box Modernization Plan, which is currently being drafted. Staff anticipates that the actual Verizon costs will be lower than the budgeted amount because the system is likely to be smaller in the future as call boxes are removed under the Modernization Plan.

The current Verizon Wireless contract uses the pricing, terms and conditions of NASPO ValuePoint (formerly Western States Contracting Alliance (WSCA)), a Multi-State contract to which the State of California subscribes. Using the NASPO contract allows TAMC to receive a significantly higher discount than it would otherwise qualify for as a single entity since the pricing under the NASPO contract is based upon the 10,000+ line attainment level. The NASPO agreement was amended to extend the term of the agreement to December 31, 2019.

Staff recommends amending the current agreement with Verizon Wireless, and authorizing the Executive Director to enter into the amended NASPO agreement to allow the agency to be in concurrence with the NASPO agreement, and continue to provide digital cellular service to the Monterey County call box system through December 31, 2019.

ATTACHMENTS:

- Draft Verizon Wireless Contract Amendment No. 2

AMENDMENT No. 2 TO AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY AND VERIZON WIRELESS

THIS AMENDMENT NO. 2 to the agreement dated July 1, 2012, between the Transportation Agency for Monterey County, hereinafter referred to as "TAMC," and Verizon Wireless, hereinafter referred to as "Consultant," is hereby entered into between TAMC and the Consultant.

RECITALS:

- A. **WHEREAS**, TAMC and Consultant entered into an agreement for professional services on July 1, 2012, hereinafter referred to as "Agreement;" and
- B. **WHEREAS**, on June 28, 2017, TAMC and Consultant entered into Amendment No. 1 to the Agreement in order to extend the term of the agreement to June 30, 2019; and
- C. **WHEREAS**, the Master Agreement with NASPO ValuePoint (formerly Western States Contracting Alliance) and the State of California with respect to Verizon Wireless Communication and Equipment services was amended to extend the term of service from June 30, 2019 to December 31, 2019; and
- D. **WHEREAS**, TAMC and Consultant desire to extend the contract term as stated in the Consultant Agreement and Amendment No. 1 in order to be in agreement with the amended Master Agreement with NASPO and the State of California with respect to Verizon Wireless Communication and Equipment services.

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

1. **TERM OF AGREEMENT**

The term of this agreement is extended to December 31, 2019.

2. **REMAINDER OF TERMS UNCHANGED**

All other terms of the Agreement, including the "not to exceed" amount of \$34,200 remain in full effect.

An executed copy of this Amendment No. 2 shall be attached to the Agreement and shall be incorporated as if fully set forth therein.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to the Agreement with Verizon Wireless.

TAMC:

CONSULTANT:

\_\_\_\_\_
Debra L. Hale
Executive Director

\_\_\_\_\_
(date)

Approved as to form:

\_\_\_\_\_
TAMC Counsel

\_\_\_\_\_
(date)



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant
Meeting Date: May 22, 2019
Subject: TAMC Committee Minutes

RECOMMENDED ACTION:

ACCEPT draft minutes of the Transportation Agency Committees:

- Executive Committee - May 1, 2019
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - May 1, 2019
- [Technical Advisory Committee](#) - May 2, 2019
- Rail Policy Committee - May 6, 2019
- [Excellent Transportation Oversight Committee](#) - no meeting

ATTACHMENTS:

- ▣ Executive Committee Draft Minutes of May 1, 2019
- ▣ Rail Policy Committee draft minutes of May 6, 2019

DRAFT MINUTES

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

EXECUTIVE COMMITTEE MEETING

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

Wednesday, May 1, 2019

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

Transportation Agency Conference Room
55-B Plaza Circle, Salinas

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

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

Staff present: Muck, Goel, Rodriguez and Zeller

Others present: Agency Counsel Kay Reimann and Paula Getzelman and Kevin Dayton from the Measure X Oversight Committee.

- 2. PUBLIC COMMENTS:** None.

3. CONSENT AGENDA:

On a motion by Past Chair Phillips and seconded by Committee Member Smith, the committee voted 6-0 to approve the consent agenda.

3.1 Approved minutes from the Executive Committee meeting of April 3, 2019.

END OF CONSENT

4. THREE-YEAR BUDGET AND FY 19/20 OVERALL WORK PROGRAM

On a motion by Past Chair Phillips and seconded by Committee Member Smith, the committee voted 6-0 to recommend that the Board approve Resolution 2019-05 adopting the fiscal year 19/20 budget and overall work program, and estimated budgets for fiscal years 20/21 and 21/22.

Rita Goel, Director of Finance & Administration, highlighted the changes of the final budget for the three-year period from July 1, 2019 to June 30, 2022. She reported that the Agency budget separates expenditures into two parts: operating and direct programs. The operating expenditures includes salaries and benefits, materials and supplies, and equipment. The direct program expenditures include project specific delivery, outside consultants, and contracts. She noted that the Agency expects to have enough revenues and reserves to cover operations and the planned activities in the proposed overall work program.

Todd Muck, Deputy Executive Director, reported that the final fiscal year 2019/20 overall work program adds the Active Transportation Program grant received to expand Safe Route to School outreach efforts and otherwise contains only minor changes made in response to comments by Caltrans.

5. MEASURE X ANNUAL AUDIT RESULTS FOR 2017/18

The Committee received an update on the results of the Measure X annual audit and compliance reporting for 2017/18.

Mike Zeller, Principal Transportation Planner, reported on the first full year of Measure X reporting, for fiscal year 2017/18, was due on December 31, 2018. As this was the first year of the independent audits' requirements, there has been a learning curve for all entities involved. As of April 30, 2019, of the thirteen recipient jurisdictions, ten have fully complied and three have only partially complied with the independent audit requirements. At this time, staff is continuing to work with the non-compliant jurisdictions to ensure all reporting materials are submitted. Staff will then evaluate lessons learned this year's process and develop a set of recommend changes to help clarify the requirements and avoid reporting delinquencies in the future.

Public comment:

Paula Getzelman, Chair for Measure X Oversight Committee, reported that their mission is to see that the Measure X funds are spent in accordance to the ordinance. She noted that many jurisdictions did not meet the compliance timeline, noting this is the first year, but that in the future the oversight committee will expect the jurisdictions to be on time and fully compliant to the Measure X reporting requirements.

6. TAMC DRAFT AGENDA FOR MAY 22, 2019

Deputy Executive Director Muck reviewed the draft regular and consent agenda for the TAMC Board meeting of May 22, 2019. After Executive Committee discussion, the following items will be considered on the regular agenda:

- Receive presentation and approve the Canyon Del Rey (SR 218) Corridor Study;
- Receive presentation on the Measure X First Year Audit results and the Measure X First Year Audit Report;
- Receive a presentation on the reporting process and comments received from jurisdictions related to the Measure X annual reporting requirements; and
- Approve Resolution 2019-05 adopting the fiscal year 19/20 budget and overall work program, and estimated budgets for fiscal years 20/21 and 21/22.

On the consent agenda, the Board will:

- Authorize the Executive Director to execute a contract with Access Monterey Peninsula to provide digital recording, production, broadcasting and live stream services of the Transportation Agency Board meetings;
- Adopt Policy for Unsolicited Proposals; and
- Release the draft Measure X Senior & Disabled Transportation program guidelines and draft needs assessment for public review.

7. ANNOUNCEMENTS

Committee member LeBarre requested an item be agendaized at a future meeting to discuss using Measure X revenue in excess of forecasted amounts to construct sidewalks for the schools in San Ardo and San Lucas.

8. ADJOURNMENT

Chair Huitt adjourned the meeting at 9:45 a.m.

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
RAIL POLICY COMMITTEE MEETING
Draft Minutes of May 6, 2019
 Transportation Agency for Monterey County
 55-B Plaza Circle, Salinas, CA

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

1. **QUORUM CHECK AND CALL TO ORDER**

Chair LeBarre called the meeting to order at 3:00 p.m. A quorum was established, and self-introductions were made.

OTHERS PRESENT

| | | | |
|------------------|---------------------------|---------------|------------------|
| Kim Cruz | Sand City Councilmember | Brad Tarp | Salinas Resident |
| Jennifer Russell | MNS Engineers | Don Reynolds | City of Salinas |
| Todd Kennedy | City of San Juan Bautista | Ginger Dykaar | SCCRTC |
| Cheryl Ku | Monterey County RMA | Paul Powers | Salinas Resident |

2. **PUBLIC COMMENTS**

None this month.

3. **CONSENT AGENDA**

M/S/C Oglesby/ Smith /unanimous

3.1 Approved minutes of the March 4, 2019 Rail Policy Committee meeting.

END OF CONSENT AGENDA

4. **SALINAS RAIL KICK START PROJECT UPDATE**

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

Christina Watson, Principal Transportation Planner, reported on recent progress on the Monterey County Rail Extension Project. Laurie Williamson, Senior Engineer, reported that Agency staff is working the City of Salinas on relocation of their sanitary sewer to Railroad Avenue and the storm drain to the future Lincoln Avenue Extension alignment, and that both relocation projects are expected to start late May or early June. She noted that once the utility relocation projects are complete, TAMC's construction contractor MPE will relocate Cal Water lines and stage the construction of the Lincoln Avenue extension, anticipating completion of all work by the fall of 2020.

Mike Zeller, Principal Transportation Planner, reported that recent work preparing for the acquisition of parcels for Package 2, the Salinas layover facility, include the completion of a Phase II Environmental Site Assessment and plats and legal descriptions of the partial acquisitions. He noted that now that those activities are complete, ARWS can initiate the appraisal process. Mr. Zeller noted that they found arsenic on one parcel and would need to get a cost estimate for clean it up in order to proceed with the acquisition.

Ms. Watson reported on other projects underway by other agencies that may affect the Package 3 work in Gilroy or along the rail corridor between Gilroy and Salinas, and that staff will prepare a Request for Proposals for final design of Packages 2 and 3 after meeting with Caltrain, the State, and Union Pacific on the 75% plans and move forward with negotiations for track rights and encroachment or acquisition of Union Pacific right of way in Salinas.

Committee member Potter expressed that the letter from Caltrain (included in the packet) is the closest TAMC has ever been to securing an operator for the service.

Committee member Smith noted that in the letter from the City of Salinas, City Manager Ray Corpuz highlighted issues with the storm drain and sanitary sewer in Station Place. Don Reynolds, City of Salinas Assistant Public Works Director, noted that the relocation plans were changed to work around conflicts with AT&T in West Market, and that the project team are working to resolve conflicts with CalWater in Railroad Avenue. Ms. Williamson noted that the buildings for which the sanitary sewer was needed are no longer there, and the relocated lines will serve the existing users and the future bioswales in the parking lot.

Brad Tarp, resident, expressed that there should be no arsenic on his property, due to the water pollution clean-up that was done, and that the only restriction is a prohibition on drilling wells. He stated that he has previously provided Mr. Zeller with a copy of the document from the State Water Board clearing the property of contamination.

5. **COAST CORRIDOR RAIL PROJECT UPDATE**

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

Christina Watson, Principal Transportation Planner, reported that progress since the last update on the coast rail project includes a meeting of the Coast Rail Coordinating Council Policy Committee in Santa Barbara on March 8. The Committee approved bylaws and a contract with Gus Khouri for legislative assistance. She said that in March, the State announced two State Rail Assistance grant awards. She noted that the next Policy meeting is rescheduled for May 31 in San Luis Obispo.

Ms. Watson noted that in April, CRCC Chair Dave Potter, RPC Chair Mike LeBarre, and Ms. Watson attended the 7<sup>th</sup> annual California Passenger Rail Summit in Oakland.

Committee member Potter noted that he attended the Rail Summit and there were over three hundred people and it seems to be growing each year. He noted that the opportunity to network with other rail operators to collaborate was great and was a good conference that included an enlightening tour of transit-oriented developments in Richmond and Emeryville.

Committee member Smith asked why a temporary platform on King City. Chair LeBarre noted that a temporary platform is the minimum investment needed to get the train to stop. The State is motivated to get it going soon and having a stop will build ridership and help get more funding for further investments in a station. Mr. Smith noted that the City of Monterey provides services for Fort Hunter Liggett via an intergovernmental services agreement with the Presidio thinks that could be leveraged for additional funding.

Committee ex-officio alternate Harvath requested to be included in the planning of the King City station.

6. **RAIL NETWORK INTEGRATION STUDY**

The Committee received an update on the Monterey Bay Area Rail Network Integration Study.

Christina Watson, Principal Transportation Planner, reported that on April 24, the TAMC Board approved a contract with AECOM to perform a Monterey Bay Area Network

Integration Study and noted the anticipated reports to the RPC were outlined in the staff report.

Chair LeBarre asked how the study would be coordinated with work being done in other areas, such as the Service Implementation Plan in San Luis Obispo County. Ms. Watson replied that she would make sure that studies being done in connecting regions will be coordinated.

Committee ex-officio alternate Hierling requested to be included in the Rail Network Integration Study.

Ms. Watson reported that Agency staff was approached by Dennis Lowery of Lowery Capital Partners inquiring about the potential for a privately-run rail service in the County, connecting Marina, Santa Cruz, and Gilroy or San Jose.

Committee member Smith noted the letter to Mr. Lowery (included in the packet) was well worded and made it clear that the Agency must follow certain rules as a public agency. He asked if there are other examples of privately-run railroads in California. Ms. Watson replied the only one she knew of is in Florida. Committee ex-officio Harvath (originally from Florida) noted the difference would be population density along the corridor.

Committee member Adams asked if the project should be considered a Public-Private Partnership (P3). Deputy Executive Director Todd Muck noted TAMC would consider it a P3 project as the Agency owns the Branch Line they would want to run on.

Committee member Potter reported that he met with Mr. Lowery and noted that as developers, they want a rail service to connect with their developments, and that they seemed open to only running from Monterey to Santa Cruz, with connections to the future service to Gilroy/San Jose.

7. ANNOUNCEMENTS AND/OR COMMENTS FROM COMMITTEE MEMBERS

Ginger Dykaar, Transportation Planner, Santa Cruz County Regional Transportation Commission (RTC), noted that the RTC completed a Santa Cruz Branch line feasibility study known as the Unified Corridor Investment Study. She reported that the RTC voted unanimously to protect the rail corridor right-of way for future mass transit operations. Ms. Dykaar noted that the RTC will work with the Santa Cruz Metropolitan Transit District on an alternatives analysis. In conclusion Ms. Dykaar noted that RTC also received funding from the state for a network integration study.

Committee member Potter asked about the current condition of the branch line. Ms. Dykaar reported that trains currently cannot run north of Pajaro due to multiple washouts and disruptions from this winter's rains.

8. ADJOURN

Chair LeBarre adjourned the meeting at 3:42 p.m.



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant
Meeting Date: May 22, 2019
Subject: Correspondence

RECOMMENDED ACTION:

RECEIVE correspondence to and from TAMC for the month of May 2019.

WEB ATTACHMENTS:

- [January 15, 2019 letter from CA Metropolitan Planning Organizations, including AMBAG, to Steven Cliff, Deputy Executive Officer, CA Air Resources Board, re: Draft Proposal for Updated Sustainable Communities Strategy Program and Evaluation Guidelines](#)
- [April 17, 2019 letter from TAMC to Senator Portantino, re: SB 152 \(Beall\): Active Transportation Program - OPPOSE](#)
- [April 19, 2019 letter from the City of Marina to Senator Caballero, re: SB 628 \(Caballero\): Prunedale Bypass: disposition of excess properties; Relinquishment: State Route 183 - SUPPORT](#)
- [April 29, 2019 letter from King City to Senator Allen, re: Intercity Passenger Rail Services: Motor Coach Transportation of Passengers - Letter of Support](#)
- [April 29, 2019 letter from the Monterey Bay Economic Partnership to Assembly Member Rivas, re: State Route 156/ Castroville Boulevard Safety Improvements: Request for \\$10 million for Preconstruction Activities](#)
- [April 29, 2019 letter from the Monterey Bay Economic Partnership to Senator Caballero, re: SB 628 \(Caballero\): Prunedale Bypass: disposition of excess properties; Relinquishment: State Route 183 - SUPPORT](#)
- [May 1, 2019 letter from TAMC to Matt Pressey, Finance Director, City of Salinas, re: Measure X Compliance Issues](#)
- [May 1, 2019 letter from TAMC to Kimberly Drabner, Finance Director, City of Seaside, re: Measure X Compliance Issues](#)
- [May 1, 2019 letter from TAMC to Senator Allen, re: Intercity Passenger Rail Services: Motor Coach Transportation of Passengers - Letter of Support](#)
- [May 3, 2019 letter from the Coast Rail Coordinating Council to Senator Allen, re: Intercity Passenger Rail Services: Motor Coach Transportation of Passengers - Letter of Support](#)

- [May 8, 2019 letter from TAMC to Senator Beall, re: SB 5 \(Beall\): Affordable Housing and Community Development Investment Program – SUPPORT](#)
- [May 8, 2019 letter from TAMC to Senators Caballero and Glazer, re: SB 25 \(Caballero & Glazer\): California Environmental Quality Act: projects funded by qualified opportunity zone funds or other public funds – SUPPORT](#)
- [May 8, 2019 letter from TAMC to Assembly Member Ting, re: AB 1486 \(Ting\): Local Agencies: Surplus Land – OPPOSE](#)