

AGENDA
TRANSPORTATION AGENCY FOR MONTEREY COUNTY
AND
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS

Meeting of Wednesday, October 24, 2007

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

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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. *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

- 1.1. **CLOSED SESSION:** *No Enclosure*
Public Employee Performance Evaluation pursuant to Government Code Section §54957 – Position: Executive Director and Legal Counsel.

RECONVENE in open session and report any actions taken.

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.*

3. **CONSENT AGENDA** **(Yellow Paper)**
REVIEW highlights of Consent Agenda – Hale
APPROVE the staff recommendations for items 3.1.1 - 3.6.1 by majority vote with one motion. Any member may pull an item off the Consent Agenda to be considered for discussion and action after the Consent Agenda. **Pages 14 - 94**

4. **PRESENT** Transportation Agency Employee of the Quarter Awards to Rita Goel and Kristen Hoschouer. – Hale **Pages 95 - 97**

5. **Regional Development Impact Fee – Zeller** **Pages 98 - 99**
 1. **RECEIVE** update on the Regional Development Impact Fee program; and
 2. **AUTHORIZE** the Executive Director to execute a contract amendment with Kimley-Horn to provide additional impact fee modeling and related services in an amount not to exceed \$54,000, subject to approval by Agency Counsel; and
 3. **AUTHORIZE** the use of up to \$54,000 from Regional Surface Transportation Program Interest funding for the contract amendment.

Staff presented the status of the impact fee update to the Board in September. An amendment to the Development Impact Fee Nexus Study consultant contract will be necessary to evaluate potential additional projects requested by the South County cities.

6. **RECEIVE** update on draft sales tax investment plan. **Pages 100 - 108**
–Hale

The Transportation Agency staff has been working with member jurisdictions and community groups to refine the preliminary draft scenario for the Sales Tax Investment Plan. An environmental consultant, Lamphier-Gregory, has been retained to produce California Environmental Protection Act analysis on the total list of projects that could potentially be include in the Sales Tax Investment Plan and the Developer Impact Fee Program.

7. **APPOINT** a Nominating Committee to meet and return to Board of Directors on December 5, 2007 with recommendations for Board Chair, 1st Vice Chair, 2nd Vice Chair, and Executive Committee to serve one-year terms beginning upon their election through the next election of officers at the close of the December 3, 2008 Board meeting. **Pages 109 - 110**
– Goel

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

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

9. Reports from other Agencies: **Pages 111 - 112**
- Caltrans – Krumholz
 - Association of Monterey Bay Area Governments – Rubio
 - California Association of Council of Governments – Potter
 - Fort Ord Reuse Authority – Hale
 - Monterey Bay Unified Air Pollution Control District – Getchell
 - Monterey-Salinas Transit – Sedoryk

10. Executive Director's Report. **No Enclosure**

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

12. **Adjournment.**

Please send any items for the December 5, 2007 Transportation Agency agenda to Elouise Rodriguez, Senior Administrative Assistant, by 12 Noon, Thursday, November 15, 2007.

The Transportation Agency Agenda will be prepared by Transportation Agency staff and will close at noon Thursday, November 15, 2007 nine (9) working days before the regular meeting. Any member may request in writing an item to appear on the agenda. The request shall be made by the agenda deadline and any supporting papers must be furnished by that time or be readily available.

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.

ANNOUNCEMENTS

Next Transportation Agency for Monterey County meeting will be on
Wednesday, December 5, 2007 at 9:00 a.m.

**Agricultural Commissioner – AG Center Conference Room
1428 Abbott Street
Salinas, California**

Transportation Agency Board members will receive automatic mileage reimbursement payments quarterly based on attendance records and their declared mileage to and from the Transportation Agency meetings.

YOU MUST HAVE A MILEAGE DECLARATION FORM ON FILE WITH TRANSPORTATION AGENCY IN ORDER TO RECEIVE YOUR AUTOMATIC MILEAGE REIMBURSEMENT PAYMENTS BASED ON TRANSPORTATION AGENCY BOARD MEETING ATTENDANCE. PLEASE CALL TRANSPORTATION AGENCY OFFICE AT 831-775-0903 IF YOU NEED A MILEAGE DECLARATION FORM.

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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.

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**Transportation Agency for Monterey County
55-B PLAZA CIRCLE, SALINAS, CA 93901-2902
TEL: 831-775-0903
FAX: 831-775-0897**

BEGINNING OF CONSENT AGENDA: Approve the staff recommendations for items 3.1.1 - 3.6.1 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) meeting of September 26, 2007. – Rodriguez **Pages 14 - 22**

3.1.2 **ACCEPT** the list of checks written for September 2007 and credit card statements for the month of August 2007. – Delfino **Pages 23 - 24**

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 (CPA) to keep the Transportation Agency Board informed about the Transportation Agency's financial transactions.

3.1.3 **APPROVE** enclosed Request for Proposal to solicit an auditor to prepare annual Transportation Development Act compliance and audit reports for five years beginning fiscal year 2007-2008 through fiscal year 2011-2012, and direct staff to release the enclosed Request for Proposal to potential independent audit firms. – Goel **Pages 25 - 33**

The State Transportation Development Act requires annual audits of the activities of the Transportation Agency for Monterey County, as described in sections 99243.5 and 99245 of the California Public Utilities Code, and sections 6661, 6662, 6664, 6665, 6666, and 6751 of the California Regulations Code. The Request for Proposal process is necessary to select an audit firm to complete the Agency's annual fiscal audits for the next five-year cycle.

- 3.1.4 **APPROVE** proposed revisions to Agency Bylaws and Board compensation and expense reimbursement policy as announced at the September Board meeting. All changes are the same as announced last month, except Sections 14 and 15 regarding funding programs have been deleted and will be added to the Administrative Policies.
–Goel **Pages 34 - 47**

The Transportation Agency Bylaws need a comprehensive review and update. Agency staff requested and received direction from the Executive Committee on several policy related issues prior to taking proposed changes to the Board of Directors.

BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES

- 3.2.1 **Bicycle Protection Program Contract Award**
– Chen **Pages 48 - 50**

1. **APPROVE** contract agreement with Palmer Group LLC to provide gauntlet racks with 3-loop square, inverted U-racks square with crossbar and bicycle lockers in the amount of \$24,348; and
2. **AUTHORIZE** the Executive Director to execute contracts and changes to the contract agreement if such changes do not increase the Agency's net cost, subject to approval by Agency Counsel; and
3. **AUTHORIZE** the use of \$24,348 from AB 2766 grant received from the Monterey Bay Unified Air Pollution Control District for the contract.

The Agency issued the Notice Inviting Quotations to furnish bicycle racks and lockers on September 7, 2007, and bids were opened on October 1, 2007. Of the five quotations received, Palmer Group LLC submitted the lowest quotation for bicycle racks and lockers.

3.2.2 2008 Bike Week Advertising Campaign—Chen Pages 51 - 54

1. **APPROVE** scope of work for consultant assistance to prepare an advertisement campaign for 2008 Monterey County Bike Week; and
2. **DIRECT** staff to release a Request for Proposal to potential advertisement agencies; and
3. **AUTHORIZE** the Executive Director to execute an agreement with the winning advertising agency or team with the funding allowed in the Bike Week budget.

In an effort to reduce the amount of staff time spent on planning for the 2008 Monterey County Bike Week, outsourcing the advertising campaign will allow staff to concentrate energies and effort in other aspects of the event.

3.2.3 RECEIVE information on the Bicycle Transportation Account program.
—Chen **Pages 55 - 58**

The Bicycle Transportation Account Program funds city and county projects that improve safety and convenience for bicycle commuters. The California Department of Transportation is currently accepting applications. Applications are due to District Local assistance offices Monday, December 3, 2007.

3.2.4 ADOPT amendments to the 2005 General Bikeways Plan.
—Chen **Pages 59 - 60**

The Transportation Agency amends the 2005 General Bikeways Plan on a regular basis to keep it current. A current Bikeways Plan will make the County and cities eligible for various sources of bicycle funding, such as the Bicycle Transportation Account and Safe Routes to School.

3.2.5 Monterey-Salinas Transit 5311 Discretionary Grant Application
– Cook **Pages 61 – 65**

1. **APPROVE** Resolution 2007-24 authorizing the federal funding under FTA Section 5311 Discretionary Subsidy Funding with the California Department of Transportation;
2. **RATIFY** Executive Director's signature to the Certifications and Assurances for Monterey-Salinas Transit's Section 5311 Discretionary Subsidy grant application; and
3. **REQUEST** that the Association of Monterey Bay Area Governments amend the Transportation Improvement Program to include this project.

This action is necessary to permit Monterey-Salinas Transit to receive \$25,000 in Federal Transit Administration Section 5311 Discretionary Subsidy grant funds for its Line 23 Marketing Outreach Plan.

3.2.6 Monterey-Salinas Transit 5311(f) Discretionary Grant Application
– Cook **Pages 66 - 67**

1. **APPROVE** the attached resolution authorizing the federal funding under FTA Section 5311(f) Intercity Bus Program with California Department of Transportation;
2. **RATIFY** Executive Director's signature to the Certifications and Assurances for Monterey-Salinas Transit's Section 5311(f) grant application, and
3. **REQUEST** that the Association of Monterey Bay Area Governments amend the Transportation Improvement Plan to include this project.

This action is necessary to permit Monterey-Salinas Transit to program competitive Federal Transit Administration 5311(f) grant funds in the amount of \$50,932 for operational funding assistance for Line 23 Express and Line 23 Sunday services from the City of Salinas to the south Monterey County cities of Gonzales, Soledad, Greenfield and King City.

PLANNING

- 3.3.1 **AUTHORIZE** the Executive Director to send a letter to Caltrans in support of the scenic highway designation for the Highway 1 corridor.
– Morgan **Pages 68 - 69**

To ensure that scenic views are preserved, local jurisdictions along the Highway 1 corridor between Carmel and Marina and the Fort Ord Reuse Authority are joining together in an effort to secure designation by the State of the corridor as a scenic highway. The designation will also make this corridor eligible for special federal scenic byway funds.

PROJECT DELIVERY and PROGRAMMING

- 3.4.1 **APPROVE** the requests by the City of Carmel-by-the-Sea to allocate \$ 71,812 and by the County of Monterey to allocate \$ 3,000 in Regional Surface Transportation Program fair share funds from the Fiscal Years 02/03, 04/05/06 and 07/08/09 cycles. – Delfino **Pages 70- 71**

The Agency distributes \$1.2 million per year in Regional Surface Transportation Program fair share funding by population to the local jurisdictions for a wide range of eligible transportation projects and is available at the discretion of the local jurisdiction for their chosen projects. Funding is available upon claim by the local agency and approval by the Board.

3.4.2 Transportation Agency Excellence awards Call for Nominations
– Hoschouer **Pages 72 - 76**

- 1. RECEIVE** information on the sixth annual Transportation Agency Excellence awards to honor individuals, businesses, groups or projects for their efforts to improve the transportation system in Monterey County.
- 2. APPROVE** budget for awards ceremony.

Transportation Agency would like to encourage and appreciate efforts made by Monterey County residents, business and employees to improve transportation in Monterey County by awarding Transportation Excellence Awards. Staff encourages Board members to submit nominations, which are due to the Transportation Agency by December 7, 2007. The awards ceremony will take place before the regular January 2008 Transportation Agency board meeting.

3.4.3 AUTHORIZE Executive Director to execute the Charter for Development and Implementation of a Corridor System Management Plan for State Highway 1 among Caltrans, the Santa Cruz County Regional Transportation Commission, the Transportation Agency for Monterey County, and the Association of Monterey Bay Area Governments. – Bachman **Pages 77 - 80**

Early this year the Transportation Agency and Caltrans partnered on a successful application for Proposition 1B Corridor Mobility Improvement Account funding for the Salinas Rd/ Highway 1 Interchange project. The California Transportation Commission approval of the funding request included a condition that the sponsoring agencies develop and implement a Corridor System Management Plan for State Highway 1 Corridor in Santa Cruz and Monterey Counties.

RAIL PROGRAM
No items this month

COMMITTEE MINUTES

3.6.1 ACCEPT minutes from Transportation Agency committees:

Pages 81 - 94

- Bicycle & Pedestrian Facilities Advisory Committee – Draft October 3, 2007 (online at www.tamcmonterey.org)
- Executive Committee – Draft October 3, 2007
- Special Executive Committee – Draft August 30, 2007 and June 28, 2007
- Rail Policy Committee – Draft October 1, 2007
- Social Services Transportation Advisory Council – Draft October 11, 2007 (online at www.tamcmonterey.org)
- Technical Advisory Committee – No meeting due to no quorum (online at www.tamcmonterey.org)

END OF CONSENT AGENDA

CORRESPONDENCE, REPORTS, MEDIA CLIPPINGS

Online at www.tamcmonterey.org

- C1 September 13, 2007 letter from Debra L. Hale, Executive Director, to Mr. Larry Carrier, Hartnell College, re: Comments on the Draft Mitigated Negative Declaration for the Hartnell College East Campus Center for Applied Technology Project.
- C2 September 24, 2007 letter from Debra L. Hale, Executive Director, to The Honorable Sam Farr, Dianne Feinstein, and Barbara Boxer, re: Support Transportation Appropriations: Monterey County, California.
- C3 October 5, 2007 letter from Debra L. Hale, Executive Director, to Dale Bonner, Secretary of Business, Transportation and Housing Agency, re: Trade Corridor Bond funding for U.S. 101 San Juan Road at the Red Barn.
- C4 October 3, 2007 letter from Debra L. Hale, Executive Director, to Michael Scanlon, Caltrain-Peninsula Corridor Joint Powers Board, re: the Caltrain Extension to Monterey County Project.
- C5 October 10, 2007 letter from Debra L. Hale, Executive Director, to Joan Lamphier, Lamphier-Gregory, re: Notice to proceed for environmental review for project lists for sales tax investment plan and development impact fee program.
- C6 October 12, 2007 letter from Dave Potter, Chair, Monterey County Board of Supervisors and Transportation Agency Rail Policy Committee, to The Honorable Abel Maldonado, John Laird, and Anna Caballero re: Request for Eligibility for Proposition 1C Transit Oriented Development (TOD) Funds.
- C7 October 9, 2007 letter from Dave Potter, Chair, Monterey County Board of Supervisors and Transportation Agency Rail Policy Committee, to Chris Westlake, Department of Housing and Community Development, re: Request for Eligibility for Proposition 1C Transit Oriented Development (TOD) Funds.