

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

Meeting of Wednesday, April 22, 2015

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

WIFI INFO:

Network: ABBOTT CONF-GUEST
Password (all caps): 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 & 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

- 1.1 **ADDITIONS** or **CORRECTIONS** to the agenda.

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 3.1.1 - 3.7.1 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 15 - 91**

- 3.1 **TAKE** Board Photo

4. **CLOSED SESSION**
Public Employment pursuant to Government Code section §54957, the Executive Committee will report on the employment contract extension and amendments with the Agency's Executive Director.

RECONVENE in open session and report any actions taken.

(Enclosure sent separately)

5. **Transportation Sales Tax Measure Public Outreach Plan Consultant–
Wright** **Pages 92 - 93**

1. **AUTHORIZE** the Executive Director to execute an agreement with Clifford Moss for the Transportation Sales Tax Measure Public Outreach Plan Consultant in an amount not to exceed \$135,000 to provide a public outreach plan and services related to that plan for the period ending December 31, 2016;
2. **AUTHORIZE** the Executive Director to make administrative changes to the agreement if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

The Transportation Agency released a Request for Proposals (RFP) for a transportation sales tax measure outreach plan consultant to develop and implement a strategic outreach plan to increase public awareness and understanding of transportation needs and funding challenges, based on the proposed Scope of Work (Web Attachment 1). The Agency received five proposals. The proposals were ranked by members of the review committee and the three highest ranked teams were interviewed. Upon completion of the interview process and an evaluation of all three teams, CliffordMoss emerged as the consultant team with the highest rating.

6. **Via Salinas Valley Project Update – Green/Myers**

Pages 94 - 95

1. **RECEIVE** update on Via Salinas Valley: Pathways to Health through Active Transportation;
2. **AUTHORIZE** the Executive Director to execute Cooperative Agreement and Fund Transfer Agreement with Monterey County Department of Health for the Via Salinas Valley Project, subject to approval by Agency Counsel, in an amount not to exceed \$140,000, to facilitate collaboration between project partners, collect data and report progress, for the period ending June 30, 2018;
3. **APPROVE** the use of Active Transportation Program funds budgeted to this project; and
4. **AUTHORIZE** the Executive Director to make administrative changes to the agreement if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

Via Salinas Valley: Pathways to Health through Active Transportation is a collaborative regional effort to improve health, access and safety in Monterey County's Salinas Valley. The County Health Department is the Lead Agency overseeing the grant administration and TAMC is the Implementing Agency overseeing expenditures of program funds and construction of infrastructure improvements for this project.

7. **RECEIVE** update on the Rail Extension to Monterey County Project.
– Watson

Pages 96 - 100

Staff will provide a project update and presentation on the Rail Extension to Monterey County project.

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

No Enclosure

9. Reports from transportation providers:

Pages 101 - 104

- Caltrans Director's Report – Project Update –Gubbins
- Monterey Peninsula Airport District– Sabo
- 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. ADJOURN

Please send any items for the May 27, 2015 Transportation Agency agenda to Senior Administrative Assistant Elouise Rodriguez by 12 noon, Thursday, May 14, 2015.

The Transportation Agency Agenda will be prepared by Transportation Agency staff and will close at noon Thursday, May 14, 2015 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, May 27, 2015

Agricultural Center Conference Room

1428 Abbott Street

Salinas, California

9:00 A.M.

Transportation Agency Board members will receive automatic mileage reimbursement payments not to exceed current IRS rates, (or reimbursed for the cost of transit). Payments will be made quarterly based on attendance records. Board members must submit a mileage declaration form with their declared mileage to and from the transportation agency meetings. Please call Transportation Agency office at 831-775-0903 if you need a mileage declaration form.

For Transportation Agency related travel reimbursement other than the monthly Transportation Agency meetings, please call Transportation Agency office at 831-775-0903 to request a travel reimbursement form.

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>

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.

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

BEGINNING OF CONSENT AGENDA: Approve the staff recommendations for items 3.1.1 - 3.7.1 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) Service Authority for Freeways and Expressways and Monterey County Regional Development Impact Fee Joint Powers Agency of March 25, 2015. – Montiel **Pages 15 - 22**

3.1.2 **ACCEPT** the list of checks written for March 2015 and credit card statements for the month of February 2015. – Delfino **Pages 23 - 29**

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 **Pages 30 - 31**

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

3.1.4 **RECEIVE** draft of the Accounting and Financial Policies and Procedures Manual. – Goel **Page 32**

The Transportation Agency for Monterey County's Accounting and Financial Policies and Procedures are outlined for submittal to Caltrans for review.

3.1.5 **Transportation Agency Website Update – Zeller** **Pages 33 - 38**

1. **AUTHORIZE** the Executive Director to execute a lump sum agreement with PMC for the Transportation Agency Website Update project in an amount not to exceed \$19,856 to provide website development services for the period ending June 30, 2016;
2. **APPROVE** the use of Agency’s Public Outreach funds budgeted to this project; and
3. **AUTHORIZE** the Executive Director to make administrative changes to the agreement if such changes do not increase the Agency’s net cost, subject to approval by Agency counsel.

The Transportation Agency released a Request for Proposals for qualified consultants to design and develop an update to the Agency’s website. The Agency received eight proposals. The Review Committee, comprised of Transportation Agency staff recommends PMC as the most qualified firm for the project.

BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES

3.2.1 **ADOPT** Transportation Development Act Guidelines – Murillo
Pages 39 - 40

Transportation Development Act (TDA) funds are a designated source of funding for planning, bicycle and pedestrian projects and public transit. The Transportation Agency is responsible for administering these funds in Monterey County. Per the recommendation of the most recent TDA audit, the Transportation Agency’s Transportation Development Act Guidelines will establish a formal claims process to improve TDA administration.

**3.2.2 Federal Transit Administration Section 5311 Program of Projects
– Murillo Pages 41 - 45**

1. **APPROVE** the Section 5311 Program of Projects in the amount of \$613,248 for Monterey-Salinas Transit service on rural transit routes;
2. **ADOPT** Resolution 2015-07 authorizing federal funding under the Federal Transit Administration Section 5311 program; and
3. **AUTHORIZE** the Executive Director to sign Regional Agency Certifications and Assurances as part of the project application.

The Federal Transit Administration provides operating support for rural transit services through the Section 5311 non-urbanized formula funding program. This action is necessary for Monterey-Salinas Transit to receive Section 5311 funding to operate Line 23 service between King City and Salinas and the South County On-Call service.

**3.2.3 Monterey-Salinas Transit Intercity Bus Grant Application – Murillo
Pages 46 - 51**

1. **ADOPT** Resolution 2015-08 authorizing federal funding for Monterey-Salinas Transit under the Federal Transit Administration Section 5311(f) Intercity Bus Program through the California Department of Transportation; and
2. **AUTHORIZE** the Executive Director to sign and submit regional agency certifications and assurances.

The Federal Transit Administration Section 5311(f) Intercity Bus Transportation program provides capital and operating assistance for public transit services with rural to urban connections on the state's intercity bus routes. The Transportation Agency is required to authorize Monterey-Salinas Transit's grant application, which will provide operating funding to continue service connecting Fort Hunter Liggett with Salinas and Paso Robles. The application will also support continued service between King City and San Jose.

- 3.2.4 **APPROVE** fully funding ten Bicycle Secure Program applications, and partially funding CSUMB's application up to the total \$30,000 available.
– Leonard **Pages 52 - 54**

On January 28, 2015, the Transportation Agency approved the 2015 Bicycle Secure program guidelines and released a call for applications. The Agency received eleven applications requesting a total of 40 bicycle racks, 5 bicycle shelters, 1 bicycle repair station, and 8 skateboard racks.

- 3.2.5 **Bicycle and Pedestrian Wayfinding Signage and Bicycle Map Update**
– Murillo **Pages 55 - 59**

1. **AUTHORIZE** the Executive Director to execute an agreement with Alta Planning + Design for the Bicycle and Pedestrian Wayfinding Signage and Bicycle Map Update project in an amount not to exceed \$30,000 to provide graphic design services for the period ending June 30, 2016; and
2. **APPROVE** the use of Regional Surface Transportation funds budgeted to this project; and
3. **AUTHORIZE** the Executive Director to make administrative changes to the agreement if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

The Transportation Agency released a Request for Proposals for the design of regional bicycle and pedestrian wayfinding signage and an update the Monterey County Bicycle Map. The Agency received seven proposals. The Review Committee, comprised of Transportation Agency staff and Wayfinding Plan Advisory Committee members, recommends Alta Planning + Design, the most qualified firm for the project.

3.2.6 **Bicycle Safety Training Contract – Green**

Pages 60 – 64

- 1. AUTHORIZE** the Executive Director to execute contract with Ecology Action, subject to approval by Agency Counsel, in an amount not-to-exceed amount of \$7,500, to provide bicycle safety trainings at two schools in Monterey County during Bike Month;
- 2. APPROVE** the use of Transportation Development Act funds budgeted to this purpose;
- 3. AUTHORIZE** the Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel; and
- 4. APPROVE** sole source procurement finding.

The Transportation Agency staff is contracting with Ecology Action, a Santa Cruz-based non-profit, to undertake school-based bicycle safety trainings in Monterey County in 2015.

PLANNING

- 3.3.1 **RECEIVE** state legislative update, and **ADOPT** positions on bills of interest to the Agency. – Watson **Pages 65 - 78**

The bill list has been updated since the Board approved it on March 25. Several new bills of interest to the Agency have been added to the list with new recommended positions.

- 3.3.2 **RECEIVE** the 2015 Public Participation Plan. – Wright **Pages 79 - 80**

The Association of Monterey Bay Area Governments (AMBAG) is required by federal regulations to prepare and maintain a public participation plan for the tri-county region, which describes how public participation will be structured for federally-funded transportation plans, programs and projects in the region. The Transportation Agency has assisted AMBAG to prepare this latest update to the plan.

PROJECT DELIVERY and PROGRAMMING

3.4.1 **Holman Highway 68 Roundabout Outreach Contract Amendment #1** - Green **Pages 81 - 86**

1. **AUTHORIZE** the Executive Director to execute contract Amendment #1 with the City of Monterey, subject to approval by Agency Counsel, to extend the length of the contract period from June 2015 to December 2015, to provide additional preconstruction outreach for the Holman Highway 68 Roundabout;
2. **AUTHORIZE** the Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel; and
3. **AUTHORIZE** the Executive Director to accept funds from the Monterey Peninsula Air Pollution Control District in the amount of \$35,000 in FY 14/15 and \$18,000 in FY15/16.

The City of Monterey contracted with the Transportation Agency for Monterey County in the amount of \$50,000 to perform education and public outreach services for the Holman Highway 68/SR 1 Roundabout project. The proposed Amendment #1 to the Agreement will extend the length of the contract to December 2015. Transportation Agency staff is seeking an additional \$35,000 from the Air District outside of the contract with the City of Monterey to augment the roundabout outreach budget through the end of the 2014/2015 fiscal year, and \$18,000 for public outreach in FY 15/16 for a total of \$53,000.

RAIL PROGRAM

- 3.5.1 **AUTHORIZE** the Executive Director to execute a lease of Monterey Branch Line right-of-way with Mark Woltmon – Delfino

Pages 87 - 88

Board approval is necessary to execute this lease, so that the Agency can start collecting rent from this lease of the Monterey Branch Line Right of Way property.

- 3.6.1 **REGIONAL DEVELOPMENT IMPACT FEE**
No items this agenda

- 3.7.1 **ACCEPT** minutes from Transportation Agency committees

Pages 89 - 91

- Executive Committee – Draft April 1, 2015
- Bicycle & Pedestrian Facilities Advisory Committee – Draft April 1, 2015 (online at www.tamcmonterey.org)
- Rail Policy Committee – No meeting this month
- Technical Advisory Committee – Draft April 2, 2015 (online at www.tamcmonterey.org)

END OF CONSENT AGENDA

CORRESPONDENCE, REPORTS, MEDIA CLIPPINGS

Online at www.tamcmonterey.org

None this month.