

TAMC STAFF	JAN 14	FEB 14	MAR 14	AP R 14	MAY 14	JUN 14	AUG 14	SEP 14	OCT 14	DEC 14	JAN 15
D. Hale, Executive Director	P	P	P	P	P	P	P	P	P	P	P
D. Delfino, Finance Officer/Analyst	P	P	P	P	P	P	P	P	P	P	P
R. Goel, Dir. Finance & Administration	P	P	E	P	E	P	P	P	P	P	P
A. Green, Transportation Planner	P	P	P	P	P	P	P	P	P	P	P
G. Leonard, Transportation Planner	P	P	P	P	P	P	P	P	P	P	P
M. Montiel, Administrative Assistant	P	P	P	P	P	P	P	P	P	P	P
T. Muck, Deputy Executive Director	P	P	P	E	P	P	P	P	P	P	P
V. Murillo, Assistant Trans. Planner									P	P	P
H. Myers, Sr. Trans. Planning Engineer	P	P	P	P	P	P	P	P	P	P	P
K. Reimann, Legal Counsel	E	P	P	P	P	P(A)	P	P	P	P	P
E. Rodriguez, Senior Admin. Assistant	P	P	P	P	P	P	P	P	P	P	P
L. Terry, Accountant Assistant	P	E	E	E	E	E	E	E	E	P	E
C. Watson, Principal Trans. Planner	P	P	P	P	P	P	P	P	P	P	P
M. Zeller, Senior Trans. Planner	P	P	P	P	P	P	P	P	P	P	P
T. Wright, Community Outreach						P	P	P	P	P	P

OTHERS PRESENT

Chris Orman	North Monterey County Fire Chief	Denise Kenck	Prunedale resident
Dell Matt	101 Bypass Committee	Eric Petersen	Salinas resident
Sig Matt	101 Bypass Committee	Steve Price	Caltrans District 5
Vee Thomas	101 Bypass Committee	Kirk Goffel	
Mary Hagins	La Casa Adult Day Care/Health	Nourdin Khayata	City of Marina
Nancy Ausonio	Castroville Library	Heather Adamson	AMBAG
Alex Vasquez	Access Monterey Peninsula	Hunter Harvath	MST
Mario Romo	Access Monterey Peninsula	Barbara Meister	Monterey Bay Aquarium
Sam Teel	Monterey Co Hospitality Assn.	Roberto Garcia	Alliance on Aging
Tom Shields	Moss Landing resident	Chris Flescher	Salinas resident
Susana Cruz	Caltrans District 5, Public Affairs	Bernard Green	CSUMB
Andrew Fields	California Alliance for Jobs	Ruth Bernstein	EMC Research
Homer Bosserman Jr.	CHP Senior Volunteer Program	Rafael Payan	Monterey Peninsula
Amy White	LandWatch Monterey County		Regional Park District

1. CALL TO ORDER

Chair Parker called the meeting to order at 9:20 a.m., and Board member Phillips led the pledge of allegiance. Chair Parker welcomed new members Phillips, Huerta and Smith.

1.1 ADDITIONS OR CORRECTIONS TO THE AGENDA

M/S/C Potter/Armenta/unanimous

Agenda item 7: a revised letter to Bill Figge, Caltrans Acting Deputy Director, from Executive Director Hale, was accepted by the Board.

2. PUBLIC COMMENTS

Tom Shields, Moss Landing Prunedale Preservation Alliance, expressed his disappointment that the Board is moving forward with the Highway 156 toll road, and asked that a ballot measure with a sunset clause be considered for funding Highway 156.

Denise Kenck, Prunedale resident, expressed concern regarding transparency related to the \$300,000 contract approved for Ernst Young. [staff clarified that the final contract was approved for only \$75,000]

Jeff Irwin, Prunedale resident, reported that activity has been going on for a long time on Highway 156 with no improvements, and asked that funds be spent on incremental improvements.

Sam Teel, MCHA, commented that the Monterey County Hospitality Association has looked at a possible TOT tax, and determined that they were not even close. He noted that the Highway 156 project has been in discussion for over eleven- years and is in fact a long process. He noted that the route is used by people in the peninsula that want to go north, and also the residents in Oak Hills. There are major safety issues and the residents should work together and negotiate instead of looking at an expensive campaign.

2.1 ELECTION OF 2015 OFFICERS

M/S/C Salinas/Phillips/unanimous

1. The Board received a report from the nominating committee and elected board member Craig as chair, board member Armenta as 1st Vice Chair and Chavez as 2nd Vice Chair of the Board, for the term beginning upon their election through the next election of officers at the beginning of the January 27, 2016 Board meeting; and
2. Received report from Nominating Committee and elected board member Craig as chair, board member Armenta as 1st Vice Chair and Chavez as 2nd Vice Chair; Parker as past chair; Huitt as City Representative and Potter as County representative as members of the Executive Committee for the term beginning upon their election through the next election of officers at the beginning of the January 27, 2016 Board meeting.

3. CONSENT AGENDA

M/S/C Huitt/Rubio/unanimous

The Board approved the Consent Agenda.

ADMINISTRATION and BUDGET

- 3.1.1** Approved minutes of the Transportation Agency for Monterey County and the Joint Powers Agency for Monterey County meetings of December 3, 2014.
- 3.1.2** Accepted the list of checks written for November and December 2014 and credit card statements for the month of October and November 2014.
- 3.1.3** Received report on conferences attended by agency staff.
- 3.1.4** Approved legislative contract evaluation protocol.

- 3.1.5** Regarding Transportation Agency Website Update Request for Proposals:
1. Approved Request for Proposals (RFP) to update the Agency's website, for an amount not to exceed \$20,000;
 2. Authorized staff to publish the RFP, and return to the Board of Directors with a recommendation for approval of a consultant, including the final scope of work; and
 3. Approved the use of public outreach funds budgeted to this purpose.
- 3.1.6** Accepted State of California Transportation Development Act Compliance and Audit Reports for fiscal year ending June 30, 2014.
- 3.1.7** Regarding Triennial Transit Performance Audits:
1. Accepted Triennial Performance Audits for the 3-year period ending June 30, 2013; and
 2. Authorized staff to submit the Performance Audits to Caltrans by January 30, 2015.
- 3.1.8** Regarding Professional Services Agreements Templates:
1. Approved four templates for use by the Transportation Agency for Monterey County in contracting for professional services;
 2. Directed staff, when seeking Board approval of a Professional Services Agreement, to present just the payment amount, scope of work, work schedule, payment provisions, funding source, deliverables and material changes (if any) to template terms and conditions of all future agreements for professional services, without the need to attach the entire agreement; and
 3. Authorized the Executive Director to sign the template agreements or sign the agreements with minor changes if such changes do not increase the Agency's net cost, subject to approval by Agency Counsel.

BICYCLE, PEDESTRIAN, TRANSIT and SOCIAL SERVICES

- 3.2.1** Regarding Wayfinding Sign and Bicycle Map Design Request for Proposals:
1. Approved Request for Proposals (RFP) Scope of Work for the design of regional wayfinding signage for bicyclists and pedestrians and update of Monterey County Bicycle Map, for an amount not to exceed \$30,000;
 2. Authorized staff to issue the RFP, and return to the Board of Directors with a recommendation for approval of a consultant, including the final scope of work;
 3. Approved the use of Regional Surface Transportation funds budgeted to this purpose; and
 4. Created an ad-hoc Wayfinding Plan Advisory Committee.
- 3.2.2** Regarding Bicycle Secure Program:
1. Approved the Bicycle Secure Program Guidelines and Application; and
 2. Released call for applications.

PLANNING

- 3.3.1** Regarding the Marina-Salinas Multimodal Corridor Plan Contract Amendment:
1. Authorized the Executive Director to execute contract amendment #1 with Kimley-Horn and Associates, subject to approval by Agency Counsel, to increase the not-to-exceed amount of the contract by \$19,940, to provide additional coordination on projects along the Marina-Salinas Multimodal Corridor;
 2. Approved the use of Regional Surface Transportation Program reserve funds budgeted to this purpose;
 3. Authorized 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. Approved sole source procurement finding.
- 3.3.2** Recommended the Board approve the final 2015 legislative program.
- 3.3.3** Received federal legislative update.

3.3.4 Regarding MindMixer Public Outreach Tool:

1. Authorized the Executive Director to execute a contract with MindMixer in the amount not to exceed \$24,375 to provide public outreach and social engagement services for the period ending January 31, 2020;
2. Approved the use of reserve funds budgeted to public outreach;
3. Approved sole-source procurement finding; and
4. Authorized 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.

PROJECT DELIVERY and PROGRAMMING

3.4.1 Regarding Federal Transit Administration Section 5310 Program:

1. Adopted Resolution 2015-01 approving a regional priority project list for the Federal Transit Administration Section 5310 program; and
2. Authorized Executive Director to sign certifications and assurances and submit applications, regional priority list and required documentation to Caltrans.

3.4.2 Authorized staff to support grant applications for the Affordable Housing and Sustainable Communities program and to apply for the Transit and Intercity Rail Capital grant program.

RAIL PROGRAM

3.5.1 No items this month.

REGIONAL DEVELOPMENT IMPACT FEE

3.6.1 Accepted the Regional Development Impact Fee Joint Powers Agency's audit report for fiscal year ending June 30, 2014.

COMMITTEE MINUTES

3.7.1 Accepted minutes from Transportation Agency committees:

- Executive Committee – Draft January 7, 2015
- Bicycle & Pedestrian Facilities Advisory Committee – Draft January 7, 2015
- Rail Policy Committee – Draft January 12, 2015
- Technical Advisory Committee – Draft January 8, 2015

4. **EMPLOYEES OF THE QUARTERS**

The Board recognized Dave Delfino, Finance Officer/Analysts, as the Employee of the Quarter for July 1st through September 30, 2014 and Theresa Wright, Community Outreach Coordinator/Associate Transportation Planner for Employee of the Quarter for October 1st through December 31, 2014.

The Agency employees recognize Dave Delfino for being helpful with office duties, invaluable in his support to staff, excellent in keeping finances in order, and dedicated to going above & beyond his required duties. The Agency employees recognize Theresa Wright for having a great attitude, for her professionalism, diligence, hard work on media coverage, and her community outreach efforts for the Highway 156 project and as well as her work on the Prunedale Improvement Project Ribbon-Cutting.

5. **TRANSPORTATION EXCELLENCE AWARDS CEREMONY**

The Board honored Monterey County individuals, projects, and programs that have improved transportation in the region.

❖ **Individual:**

Homer Bosserman Jr., California Highway Patrol Senior Volunteer Program
Susana Cruz, Caltrans District 5, Public and Legislative Affairs
Chris Flescher, Advocacy, Alternative Transportation
Bernard Green, CSU Monterey Bay, Transportation Demand Management
Steve Price, Caltrans District 5, Deputy Director of Maintenance and Operations

❖ **Business/Group:**

Monterey County Mobility Coalition
– Alliance of Aging, Land Watch Monterey County, Monterey County Business Council,
Monterey County Hospitality Association, United Veterans Council

❖ **Projects:**

City of Marina Roundabouts-Reservation Road Improvement Project
– City of Marina, Monterey Bay Unified Air Pollution Control District
Prunedale Improvement Project
– Caltrans, Granite Construction, MCM Construction
– Individual Service Award, former Supervisor Louis C. Calcagno, Dell Matt
and Vee Thomas, 101 Bypass Committee

❖ **Programs:**

Moving Forward 2035 Monterey Bay Metropolitan Transportation Program
– Association of Monterey Bay Area Governments
Free to Learn Program
– MST – Monterey Bay Aquarium

Recognition of Outgoing TAMC Chair – Board Chair Craig presented a plaque of appreciation to outgoing TAMC Board Chair Parker for her 2014 Chairmanship of the Transportation Agency for Monterey County Board of Directors, and for her contributions to improving transportation facilities and services in Monterey County.

6. 2016 SALES TAX COMMUNITY OUTREACH

M/S/C Rubio/Parker/unanimous

The Board received a presentation by Ruth Bernstein, EMC Research, on the proposed community outreach efforts and development of an expenditure plan for a November 2016 transportation sales tax measure; and Directed staff to prepare a Request for Proposals for a consultant to manage the 2016 sales tax measure community outreach activities and technical support to develop the expenditure plan.

Ms. Bernstein highlighted what went right and wrong with Measure Z (2008), noting there was a high turnout election, good speakers, but noted that the campaign started late, there was not enough money and not enough paid media to communicate with the public. She noted that if TAMC is planning to move forward in 2016 the Agency needs to start now and set solid groundwork by internal and external consensus building and raising public awareness of the funding need. She advised that the Agency look into hiring a consultant and establishing an ad-hoc steering committee.

Andrew Fields, California Alliance for Jobs, reported that his agency is an independent advocacy group made up of labor and business groups that support investment in public infrastructure projects. The Alliance focuses on creating jobs and ensuring that our counties and State build and maintain the transportation networks. He also noted that the Alliance staff works with policymakers at both the state and local level to create winning strategies for approval of local transportation sales tax measures.

Bob Murdoch, Public Works Director, commented that countywide the roadway infrastructure is in bad shape, and current funding is inadequate to meet the needs. He asked what can the County do to help get a measure passed.

Past Chair Parker commented that it would be helpful if the cost, timing and process for development of a sales tax expenditure plan. Director Hale replied staff will bring back next month a budget with a timeline for 2016 election. Board member Edelen commented he hopes the Board has a comprehensive discussion package, noting becoming a Self Help County is critical.

Public comment:

Dell Matt, 101 Bypass Committee, expressed that it is extremely important to explain what a “Self Help County” means and how it can help us raise matching funds.

Jeff Irwin, Prunedale resident, commented that more road maintenance is needed countywide.

Chris Orman, North Monterey County Fire Chief, stated that it is critical for the county to have a local transportation sales tax, because without it we don’t have funding leverage. He added that it is a great idea to put a measure on the ballot, with sunset clause.

Board member Rubio commented that he was very involved with the 2008 measure; he added that we need to move forward and start the public outreach, noting it is critical to this county.

7. CALTRANS 2014 INCURRED COST AUDIT & AUDIT ACTION PLAN

M/S/C Potter/Armenta/unanimous

The Board received an update on the Caltrans 2014 Incurred Cost Audit and adopted the proposed audit action plan.

Executive Director Hale provided an update on the recent Caltrans audit of TAMC. Director Hale noted that staff developed a corrective action plan that includes: adopting a procurement manual and checklist, in coordination with other rural counties; adopting updated Regional Surface Transportation Program policies; set up a Master Agreement for funding allocations to other jurisdictions; updating the Professional Services Contract; preparing Construction Project Administration and Construction Change Policies; preparing an Accounting and Finance Manual; paying one-time fund reimbursements and a long-term reimbursement as requested by Caltrans; and, adjusting billing procedures as requested. The final audit was issued in January 2014, and Caltrans is requiring TAMC to implement corrective actions or adopt a plan to do so by June 30, 2015. Ms. Hale noted that reimbursements are available to be paid out of the Agency's undesignated reserve over the periods in question, and will not affect project delivery.

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

Board member Potter reported that he, John Arriaga of JEA Associates, and Principal Transportation Planner Christina Watson held meetings in Sacramento on December 17, 2014 related to obtaining cap and trade funding for the Rail to Monterey County project and the Coast Daylight project.

9. REPORTS FROM TRANSPORTATION PROVIDERS

Caltrans – Aileen Loe, Caltrans Director, thanked the TAMC Board for Caltrans' recognition at today's Excellence Awards ceremony. She added that Caltrans has released one of five chapters of the new freight mobility plan. In addition, Caltrans is embarking on the development of the 2040 California Transportation Plan.

Monterey Regional Airport District – Bill Sabo reported that Monterey Airport passenger counts are stable, and the airport is maintaining current service. He noted that the Airport runway safety project is on target to meet the end of the year finish date. Mr. Sabo also noted that the Airport District is working on updating their master plan, which was last updated twenty-five years ago. And as always, he encouraged everyone to "Fly Monterey".

Monterey-Salinas Transit District – Carl Sedoryk reported MST held a Strategic Planning workshop last month related to their new sales tax plan. He noted that MST ridership is growing.

10. EXECUTIVE DIRECTOR'S REPORT

Director Hale announced the Bicycles Secure bicycle storage program and encouraged Board members to publicize the program within their communities.

11. ANNOUNCEMENTS AND/OR COMMENTS FROM TRANSPORTATION AGENCY MEMBERS

None this month

12. ADJOURNMENT

Chair Craig adjourned the meeting at 11:27 a.m.