AGENDA

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

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

Wednesday, September 3, 2014
TAMC Conference Room
55-B Plaza Circle, Salinas

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

Complete agenda packets are on display at the Transportation Agency for
Monterey County office and at these public libraries: Carmel, Monterey,
Salinas Steinbeck Branch, Seaside, Prunedale, and King City. Any person who
has a question concerning an item on this agenda may call the Agency
Secretary to make inquiry concerning the nature of the item described on the
agenda. Please recycle this agenda.

1. ROLL CALL: Call to order and self-introductions. If you are unable
to attend, please contact Elouise Rodriguez, Senior Administrative
Assistant. Your courtesy to the other members to assure a quorum is
appreciated.

2. PUBLIC COMMENTS: Any member of the public may address the
Committee on any item not on the agenda but within the jurisdiction of
Transportation Agency and Executive Committee. Comments on items
on today's agenda may be given when that agenda item is discussed.
BEGINNING OF CONSENT AGENDA: Approve the staff recommendations for item 3.1 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.

3.1 APPROVE enclosed minutes from the Executive Committee meeting of August 6, 2014. – Rodriguez

END OF CONSENT AGENDA

4. RECOMMEND the Board approve selection of consultant for state legislative analyst/advocate services. – Watson

5. RECEIVE verbal update on the Caltrans audit. – Hale  No Enclosures

6. RECEIVE report on draft agenda for TAMC Board meeting of September 24, 2014. – Hale (Handout)

7. CLOSED SESSION
Public Employee Performance Evaluation pursuant to Government Code Section §54957 – Positions: Executive Director & Legal Counsel. (Enclosure sent separately)

8. ADJOURN

Next Executive Committee meeting is:
Wednesday, October 1, 2014
Please mark your calendars.

Documents relating to an item on the open session that are distributed to the Committee 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 Committee at the meeting by staff will be available at the meeting; documents distributed to the Committee by members of the public shall be made available after the meeting.
Executive Committee Agenda of Wednesday, September 3, 2014

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

Wednesday, August 6, 2014
*** 9:00 a.m. ***
Transportation Agency Conference Room
55-B Plaza Circle, Salinas

1. CALL TO ORDER: Chair Parker called the meeting to order at 9:00 a.m. Board
members present: Craig, Edelen and alternate’s Mohammadi for Potter and Martinez for
Armenta. Staff present: Goel, Hale, Myers, Muck, Rodriguez, Watson, Wright and Zeller.
Others present: Agency Counsel Reimann, Sam Teel, MCHA; Heather Adamson,
AMBAG; and Carl Holm, Resource Management Agency.

2. PUBLIC COMMENTS: None.

3. CONSENT AGENDA
On a motion by Board member Edelen and seconded by Board member Craig, the committee voted 4 – 0, to approve the consent agenda.
3.1 APPROVED minutes from the Executive Committee meeting of June 4, 2014.
3.2 RECOMMENDED the Board of Directors take an “oppose” position on Assembly Bill 69 (Perea): “California Global Warming Solutions Act of 2006: market-based compliance mechanisms: exemption.”
3.3 RECEIVED federal legislative update.
3.4 RECEIVED state legislative update.

END OF CONSENT
4. **RECEIVED** an update on SR 156 improvement project and next steps.

Deputy Executive Director Todd Muck reported on the SR 156 West Corridor project timeline and the public-private partnership features. He noted that the timeline reflects project milestones—what has been accomplished and what needs to be done. Staff is working with Caltrans to produce a project proposal report, business case and request for qualifications to submit to the California Transportation Commission (CTC) to allow the project to proceed. He noted that although TAMC is in partnership with Caltrans, Caltrans is the lead agency to submit documentation to the CTC. Mr. Muck reported that the pre-development work will produce the studies needed to determine if tolling SR 156 West Corridor project is financially viable. The draft Supplemental Environmental Impact Report is scheduled for release in July 2016. He noted that the current public-private partnership law expires in January, 2017, so TAMC and Caltrans must contract for a public-private partnership no later than December 2016. He also noted that the schedule of milestones could change dramatically depending on how the CTC wants to proceed with the project.

Committee member Craig asked how many private development teams were expected to reply to the request for qualifications. Mr. Muck commented that there were at least eight teams showing interest at the private industry workshop conducted by Caltrans in December 2014.

Executive Director Hale reported that staff has spent a great deal of time thinking about how to improve the public engagement process and the operations of the Community Advisory Group. Interested community members will be invited to the workshop scheduled at the August 27, TAMC Board meeting.

5. On a motion by Board member Craig and seconded by Board member Edelen, the committee voted 4 – 0, to **RECOMMEND** approval of the proposed program of projects to receive Regional Surface Transportation Program 2014 Competitive Grants funding.

Mike Zeller, Senior Transportation Planner, reported that in February 2014 the Agency issued a call for projects to receive competitive Regional Surface Transportation Program grant funding. The Agency received twelve applications, totaling $31.9 million in requested funding. A multi-agency review committee reviewed and ranked the projects for consideration. He noted that the three-year estimated funding in RSTP competitive grants is $5.5 million. Combined with $900,000 in TDA 2% funding and over $650,000 in Regional Development Impact Fees, the total competitive grants available funding for this cycle is a little higher than $7.0 million. The recommended projects are:
- City of Seaside’s West Broadway Urban Village Infrastructure Improvement Project;
- City of Monterey’s Holman Highway 68 Roundabout, Marina’s Beach Road Improvements – SR 1 to Marina Drive; and,
- County of Monterey’s SR 68/ Corral de Tierra Intersection Improvement Project.
Mr. Zeller noted that staff is recommending that the City of Marina’s $300,000 for the MST Transit Village project be reprogrammed to the Holman Highway 68 Roundabout project. He added that the City of Marina is aware of this change and is not objecting, since it has had many years of deadline extensions. Committee member Edelen expressed his appreciation that the proposed grants reflect geographic entity and include a project in South County, the City of King City’s Bicycle and Pedestrian improvements. Vice Chair Craig noted that the City of Salinas staff supported the recommendation for project development funding for the West Alisal Corridor, since the project is only in the planning stage.

6. **RECEIVED** an update on the Caltrans Incurred Cost Audit and **RECOMMENDED** next steps.

Executive Director Hale reported staff has spent a lot of time working with Caltrans on the audit responses. She noted that the Agency’s audit and audits of other agencies around the state are because the federal government gave Caltrans funding to conduct additional audits. Director Hale noted that staff is developing 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; and adjusting billing procedures as requested.

Ms. Hale noted that the Agency is still negotiating with Caltrans on a payback amount, which can be paid down over 10 years without interest and would be substantially less than proposed in the original audit finding. She is asking that the Agency and Caltrans focus on learning from the findings and moving forward, rather than charging a large repayment penalty. She added that the funding in question paid for construction of two important bicycle and pedestrian projects, and funded environmental, preliminary design and project management for the Rail to Salinas project. In conclusion, Ms. Hale noted that the Agency will be asked to sign an agreement with Caltrans on the action plan once it is final. A draft plan is due by the end of September and a final plan will likely be signed by the end of 2014. A few years after the action plan is implemented, TAMC can expect an audit to review the extent to which the Agency has followed its updated policies.

Committee member Edelen appreciated staff’s work on addressing the issues and significantly reducing the required payback.
7. **RECEIVED** a report on the draft agenda for TAMC Board meeting of August 27, 2014.

Executive Director Hale reviewed the August 27, 2014 draft agenda and took committee comments. She noted the Agency will hold a workshop on Highway 156 Improvement project with guest speaker Kome Ajise, Caltrans. She also noted the Board would be asked to adopt Resolution 2014-12 programming Regional Surface Transportation Competitive grant funding for fiscal years 2014/15 to 2017/18.

8. **ADJOURNMENT**
Chair Parker adjourned the meeting at 10:02 a.m.

[Signature]

Elouise Rodriguez, Senior Administrative Assistant
Memorandum

To: Executive Committee
From: Christina Watson, Principal Transportation Planner
Meeting Date: September 3, 2014
Subject: State Legislative Consultant Selection

RECOMMENDED ACTION

RECOMMEND the Board approve selection of consultant for state legislative analyst/advocate services.

SUMMARY

TAMC released a Request for Qualifications for state legislative analyst/advocate services in July 2014. Four statements of qualifications were submitted. Interviews have been scheduled for Monday, August 25, 2014. Staff will present a verbal update at the meeting.

FINANCIAL IMPACT

The Agency budget contains an allowance of $30,000 in local funds for services of state legislative assistance in fiscal year 2014/15. Staff proposes to set up a contract for one year and the option for two one-year renewals for a total cost of $30,000-$90,000. Utilizing state legislative assistance may result in the protection or allocation of several millions of dollars in additional transportation funds being devoted to transportation projects in the region. Funding for this type of assistance will come from local revenue sources and not any state or federal funds.

DISCUSSION

On March 26, 2014, the Board authorized staff to issue a Request for Qualifications (RFQ) for state legislative assistance, not to exceed $30,000 per year as noted in the fiscal year 2014/15 Agency budget, for one year and the option for two one-year renewals, pending approval by Agency Counsel. The RFQ was published on July 11, 2014. Four statements of qualifications were submitted by the deadline of August 4 from the following firms:

- Khouri Consulting
- JEA & Associates
- Nossaman
- Townsend Public Affairs
The review committee is comprised of Annette D'Adamo, County of Monterey Intergovernmental Affairs, Hunter Harvath, MST Assistant General Manager, Finance & Administration, Executive Director Debbie Hale, and Principal Planner Christina Watson. The firms were evaluated based on:

1. Firm Profile: Does the firm offer the breadth and quality of services required for the types of projects listed in the Scope of Work?

2. Project Team: Do the qualifications of key personnel to be assigned to the anticipated projects coincide with tasks listed in the Scope of Work? Do assigned personnel and sub-consultants have requisite education, experience, and professional qualifications? Does the firm’s organizational structure show sufficient depth for its present workload?

3. Relevant Project Experience: Has the firm demonstrated the ability to successfully provide services for projects of a similar complexity and nature as described herein?

4. Local Project Experience: Is the firm familiar with Monterey County? Does the firm understand the unique nature of the cities and unincorporated areas in Monterey County? Will the location of the firm’s offices facilitate face-to-face meetings with jurisdictional representatives?

5. Specific Approach: How will the firm, specifically the key personnel assigned to the project, apply its techniques and resources to ensure the project is properly completed? How will key personnel approach problems when they arise? Has the firm described its ability to achieve project delivery goals for projects of a similar complexity and nature as described in the Scope of Work?

6. References: Are the firm’s references from past clients and associates favorable? Does the firm show financial and operational stability?

7. Costs: Are the firm’s costs reasonable, as compared to the independent cost estimate?

The committee reviewed the qualifications and selected three firms to interview on August 25, 2014:
- Khouri Consulting
- JEA & Associates
- Nossaman

Staff will provide a verbal update at the meeting.

Approved by:  
Debra L. Hale, Executive Director

Date signed: 8/21/14  
Reviews by Counsel: N/A

Regular Agenda  
Admin/Finance Approval: YES