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

Meeting of February 24, 2016

Agricultural Center Conference Room
1428 Abbott Street
Salinas, California
9:00 AM

WIFI INFO:
Network: ABBOTT CONF-GUEST
Password (all caps): 1428AGGUEST

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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 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.

4. Unmet Transit Needs Public Hearing - Murillo
   1. OPEN public hearing on unmet transit needs;
   2. RECEIVE public comment; and
   3. CLOSE public hearing.

   *In its role as the Transportation Development Act fund administrator, the Agency annually seeks public input to identify unmet transit needs in Monterey County prior to allocating Local Transportation Funds.*
5. **APPROVE** Resolution 2016-04 adopting the revised Monterey County 2016 Regional Transportation Improvement Program. - Zeller

*At its January meeting, the California Transportation Commission approved a reduced 2016 State Transportation Improvement Program Fund Estimate based on lower fuel tax revenues. The change reduces the statewide program by $750 million dollars for the next five-year period. As a result, TAMC is being asked to remove $6.9 million from its projects in the State Transportation Improvement Program.*

6. **Final Draft Transportation Safety and Investment Plan** - Wright/Zeller

1. **REVIEW** and **DISCUSS** the final draft Transportation Safety and Investment Plan;

2. **APPROVE** the local/regional split and the formula for distribution of local funds and **ADOPT** a cost-sharing policy for payment of election costs based thereon, should the measure not be approved; and

3. **AUTHORIZE** the release of the final Transportation Safety and Investment Plan for adoption by the cities and the Monterey County Board of Supervisors.

*The Agency’s Board of Directors approved and authorized the release of a draft Transportation Safety and Investment Plan for public comments on December 2, 2015. Based upon public comment, and input from the Agency’s ad hoc committee and the community leaders task force, a revised final Transportation Safety and Investment Plan was developed.*
7. **Draft Work Program and Three-Year Budget (FY 16/17 - 18/19) – Muck/Goel**

1. **AUTHORIZE** the Executive Director to submit the draft fiscal year 16/17 budget and overall work program to state funding agencies for initial review;

2. **PROVIDE** direction and guidance to staff on the three-year budget for fiscal years 16/17 through 18/19, and the overall work program for fiscal year 16/17; and

3. **DIRECT** the Executive Director to bring the final three-year budget and one-year overall work program back to the Board on May 25, 2016 for approval.

The Executive Committee reviewed the budget and overall work program tasks on February 3, 2016 and recommends approval. This initial February Board approval of the draft three-year budget and one-year overall work program is required in order to meet state review deadlines. Staff will respond to Board comments on the budget and incorporate any changes on the budget and overall work program suggested by funding agencies as part of their review process in time for final approval by the Board on May 25, 2016. The Agency continues to control expenditures to stay within its current year budget, and maintains a prudent cash reserve.

8. Reports on meetings attended by Board Members at Transportation Agency expense, as required by state law.
9. Reports from transportation providers:

1. Caltrans Director’s Report – Project Update – Gubbins

2. Monterey Peninsula Airport District – Sabo

3. Monterey-Salinas Transit – Sedoryk

10. Executive Director's report

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 March 23, 2016 Transportation Agency agenda to Senior Administrative Assistant Elouise Rodriguez by 12 noon, Thursday, March 10, 2016.

The Transportation Agency Agenda will be prepared by Transportation Agency staff and will close at noon Thursday, March 10, 2016 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 March 23, 2016
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 January 27, 2016. – Rodriguez

3.1.2 ACCEPT the list of checks written for the month of January 2016 and credit card statements for the month of December 2015. - 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

No Report this Month

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 Prepayment of TAMC’s Governmental Accounting Standards Board Statement No. 68 unfunded net pension liability - Delfino

1. **RECEIVE** a report regarding the prepayment of the current calculated unfunded net pension liability of the Agency’s according to Governmental Accounting Standards Board Statement No. 68, “Accounting and Financial Reporting for Pensions;” and,

2. **AUTHORIZE** the Executive Director to make a payment of $550,842 to California Public Employee Retirement System to pay off the Agency’s current net pension liability.

*Under Governmental Accounting Standards Board Statement No. 68 (GASB 68), TAMC is required to record the net pension liability, pension expense and deferred outflows/deferred inflows of resources related to pensions in its financial statements. CalPERS has prepared TAMC’s GASB 68 Accounting Valuation Report and has calculated TAMC’s unfunded net pension liability at $550,842. The Executive Committee received this report and recommended the payment of TAMC’s unfunded net pension liability of $550,842*
3.1.5 Prefunding of TMC’s Governmental Accounting Standards Board Statement No. 45 unfunded liabilities. - Delfino

1. RECEIVE a report regarding the prefunding of the estimated current calculated unfunded liabilities of the Agency’s Governmental Accounting Standards Board Statement No. 45 Other Post-Employment Benefits; and

2. APPROVE the Agency to continue with the pay as you go basis and with the reserve already set aside.

The Governmental Accounting Standards Board Statement No. 45 (GASB 45) requires the valuation of Other Post-Employment Benefits (OPEB) liabilities for all U.S. public employers. As a result of the most recent valuation, staff is recommending continuing on a “pay-as-you-go” basis for current retirees, and to continue with the reserve already set aside for the estimated cost for future retirees.
3.1.6 Revised Standard Contract Templates for Professional Services - Reimann

1. **APPROVE** four revised templates for use by the Transportation Agency for Monterey County in contracting for professional services;

2. **AUTHORIZE** the Executive Director to approve changes to templates when such changes are required by Caltrans guidelines;

3. **DIRECT** 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

4. **AUTHORIZE** 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.

*The language of the four template agreements further modifies previously approved standard language to conform more closely with revised Caltrans requirements. Each template agreement is the same for all Agency agreements for professional services, with variations depending upon the method of payment to be used. Approval of this action will continue existing practice that the Board will only review and approve what is unique to each agreement.*
BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES

3.2.1 ADOPT Resolution 2016-03 apportioning Local Transportation Funds for Fiscal Year 2016-17 in the amount of $15,500,000. - Murillo

The Transportation Agency is responsible for administering Local Transportation Funds in Monterey County pursuant to the Transportation Development Act. The Local Transportation Fund is a designated source of funding for planning, bicycle and pedestrian projects and public transit. The Agency estimates and apportions funds each February.

3.2.2 APPROVE appointment of Mark Lasnik representing City of Salinas as an alternate to the Bicycle and Pedestrian Facilities Advisory Committee. - Green

The Board appoints members of the public to the Committee on an as-needed basis to advise staff on bicycle and pedestrian transportation issues and make recommendations to the Board.

PLANNING

No items this month.

PROJECT DELIVERY and PROGRAMMING

3.4.1 APPROVE the Construction Contract Administration Policies and Procedures Manual. – Myers

The Transportation Agency for Monterey County’s construction contract administration policies and procedures are outlined in this manual.
3.4.2 AUTHORIZE staff to partner with the Metropolitan Transportation Commission, Santa Cruz Regional Transportation Commission, and the San Luis Obispo County Council of Governments in a joint Request for Proposals for the operation of call box answering center. - Leonard

The existing call box answering service contract will expire on June 30, 2016. The Agency partnered with the other regional Service Authority for Freeways Emergencies agencies for the existing call answering contract procured in 2010. The agencies are partnering again for the new Request for Proposals.

3.4.3 APPROVE the request by the City of Monterey to program $367,985 in Regional Surface Transportation Program fair share funds to the North Fremont Boulevard bike lanes project; and $117,765 of RSTP Competitive funds for the Holman Highway 68 Roundabout Project to TAMC for project related public outreach efforts; and APPROVE the allocation of $450,018 in programmed Regional Development Impact Fees for the Holman Highway 68 Roundabout. - Zeller

The Agency distributes Regional Surface Transportation Program fair share funding by population to the local jurisdictions. These funds are available for a range of transportation projects at the discretion of the local jurisdiction with approval by the Transportation Agency Board. Competitive awarded RSTP funds must stay with the originally awarded project.
3.4.4 **APPROVE** the request by the City of Carmel to program $128,102 in Regional Surface Transportation Program fair share funds to the Carpenter Street overlay project; and, **APPROVE** amending Exhibit A of the local funding agreement to include this project and funding. - Delfino

*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 and is available at the discretion of the local jurisdiction for their chosen projects upon approval by the Transportation Agency Board.*

3.4.5 **Monterey County Service Authority for Freeways and Expressways Agreement with the California Highway Patrol.** - Leonard

1. **APPROVE** the use of $1,850 in Service Authority for Freeways and Expressways funds for call box program administration by the California Highway Patrol over the two-year contract period; and

2. **AUTHORIZE** Executive Director to execute an agreement with the CHP for call box program administration and to make administrative changes if such changes do not increase the Agency’s net cost, subject to approval by Agency counsel.

*Monterey County has a system of 190 call boxes on its highways and county roads to assist stranded motorists and enable them to contact the California Highway Patrol for assistance if necessary. Since the California Highway Patrol incurs personnel costs in the call box program administration, the contract will allow the Agency, as Service Authority for Freeways and Expressways authority, to reimburse the California Highway Patrol for these costs.*
RAIL PROGRAM

3.5.1 APPROVE membership in the Coast Rail Coordinating Council with annual membership dues of $1,500 per year and AUTHORIZE the Executive Director to execute documents necessary to formalize membership dues. - Watson

San Luis Obispo Council of Governments is requesting membership dues for the Coast Rail Coordinating Council to help with administrative costs for the Coast Daylight project. The Rail Policy Committee recommends supporting this effort with $1,500 per year.

3.5.2 AUTHORIZE the Executive Director to execute a lease of Monterey Branch Line property with Martial Molinari. - Delfino

Martial Molinari has purchased 1637 Del Monte Ave in Seaside, California from Phillip Nicholson, who held a lease with the Agency for 1,650 square feet of Monterey Branch Line property. Mr. Molinari wishes to execute a lease with the Agency to continue leasing this property.

REGIONAL DEVELOPMENT IMPACT FEE

No items this month.
COMMITTEE MINUTES

3.7.1 ACCEPT minutes from Transportation Agency committees


2. Bicycle & Pedestrian Facilities Advisory Committee – Draft February 3, 2016 (online at www.tamcmonterey.org)

3. Rail Policy Committee – Draft February 1, 2016

4. Technical Advisory Committee – No meeting

END OF CONSENT AGENDA

CORRESPONDENCE, REPORTS, MEDIA CLIPPINGS

None this month.