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

Wednesday, May 22, 2019
Agricultural Center Conference Room
1428 Abbott Street
Salinas, California
**9:00 AM**

FOR WIRELESS INTERNET,
CONNECT TO: ABBOTT CONF-GUEST
PASSWORD: 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 and 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

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 listed 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.


   - Hale

   *The Transportation Agency for Monterey County's proclamation of the week of May 19 through 25, 2019 as National Public Works Week joins others from around California and the United State to pay tribute to our public works professional, engineers, managers and employees and recognize the substantial contributions they make to our community's health, safety, welfare and quality of life.*

5. **RECEIVE** an update on the results of the Measure X annual audit and compliance reporting for 2017/18.

   - Wright/Getzelman/Zeller

   *The purpose of the Measure X annual audit is to confirm that the funding recipients -- TAMC, the County of Monterey and the twelve incorporated cities -- have complied with the voter-approved requirements specified in Ordinance 2016-01 for the Transportation Safety and Investment Plan. One of the responsibilities of the Measure X Citizen Oversight Committee is to review the independent audits of the jurisdictions, and prepare and present an annual report regarding the administration of the program. A subcommittee of the Measure X Citizens Oversight Committee will present their findings and staff will provide information on the receipt and review of annual audit compliance data.*


   - Goel/Muck

   *This resolution indicates Board adoption of the final budget and overall work program as well as federal, state and local grant authorizations and certifications. The Board adopted the draft version of the budget and overall work program at its February*
This final version makes changes to reflect the latest information on revenues and expenditures, including the receipt of a new Safe Routes to Schools grant.

7. RECEIVE reports from Transportation Providers:
   - Caltrans Director's Report and Project Update - Gubbins
   - Monterey Peninsula Airport - Sabo
   - Monterey-Salinas Transit - Sedoryk
   - Monterey Bay Air Resources District - Stedman

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


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

11. ADJOURN
BEGINNING OF CONSENT AGENDA: Approve the staff recommendations for items listed 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) the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for April 24, 2019.

- Montiel

3. 1.2 ACCEPT the list of checks written for the month of April 2019 and credit card statements for the month of March 2019.

-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

Agency staff attend 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 Digital Recording and Broadcasting of Board Meetings:

1. AUTHORIZE the Executive Director to execute a contract with Access Monterey Peninsula to provide digital recording, production, broadcasting and live stream services of the Transportation Agency Board meetings for a three-year period effective July 1, 2019 and ending on June 30, 2022;

2. AUTHORIZE the Executive Director to make administrative changes to the contract if such changes does not increase the Agency's net cost, subject to approval by Agency counsel;

3. AUTHORIZE the use of $50,400 from administration funds budgeted to this purpose; and,

4. APPROVE sole source finding.

-Wright

The current contract agreement for digital recording, production, broadcasting and live stream services for the Transportation Agency Board meetings with
Access Monterey Peninsula expires on June 30, 2019. This authorization seeks to enter into a new contract with Access Monterey Peninsula to provide these services from July 1, 2019 to June 30, 2022.

3. 1.5 ADOPT Policy for Reviewing Unsolicited Proposals.

Occasionally, TAMC receives unsolicited proposals from consultants wishing to do business with TAMC or from companies interested in public-private partnerships and/or joint development. This Policy for Reviewing Unsolicited Proposals is designed to address those situations in a manner that is fair to all and of benefit to the Agency.

BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES

3. 2.1 RELEASE the Measure X Senior & Disabled Transportation draft needs assessment and program guidelines for public review.

The purpose of the Measure X Senior & Disabled Transportation Program is to increase transportation services for seniors and persons with disabilities to support their ability to live independently in their homes and communities. Five grant applications were funded for the first cycle of the program. The Transportation Agency is conducting a needs assessment in response to questions about the selection process and scoring criteria for Cycle 1. The purpose of the Assessment is to review the existing transportation services for seniors and persons with disabilities in the County to determine the most effective way to spend Measure X funding for future grant cycles of the Senior & Disabled Transportation Program.

PLANNING - No items this month

PROJECT DELIVERY and PROGRAMMING

3. 4.1 Regional Surface Transportation Program Fair Share Allocation:
1. APPROVE the request by the City of Carmel to program $42,875.86 in Regional Surface Transportation Program fair share funds to the Ocean Avenue Repaving project; and
2. APPROVE amending Exhibit A of the local funding agreement to include this project and funding.

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

3. 4.2 **AUTHORIZE** the use of $228,000 from State Freeway Service Patrol and Service Authority for Freeways and Expressways funding to continue temporary services.

> - Williamson

The Agency currently operates the Freeway Service Patrol with four beats on three road segments. Beat 1 operates on Highway 101 from Airport Boulevard in Salinas to the San Benito County line. Beat 2 operates on State Route 1 from Rio Road in Carmel to Highway 183 in Castroville. The proposed task orders would continue the temporary Beat 3 on Highway 101 serving traffic from Airport Boulevard in Salinas to Main Street in Chualar, and continue the temporary Beat 4 service truck along the State Route 1 Beat 2 from Rio Road in Carmel to Highway 183 in Castroville for thirteen months.

3. 4.3 **Monterey County Call Box Program: Verizon Wireless Contract Amendment No. 2:**

1. **APPROVE** contract Amendment No. 2 with Verizon Wireless extending the term of the agreement to December 31, 2019;
2. **AUTHORIZE** the Executive Director to execute documentation necessary to enter into the updated Participating Addendum with NASPO Value Point (formerly Western States Contracting Alliance) and the State of California with respect to Verizon Wireless Communication and Equipment services; and
3. **AUTHORIZE** the Executive Director to execute the contract and changes to the contract if such changes do not increase the Agency’s net cost, subject to approval by Agency Counsel.

> - Williamson

*In 2012, following a competitive procurement process, the Transportation Agency contracted with Verizon Wireless to provide digital cellular service for call boxes in Monterey County. The service contract with Verizon Wireless is subject to the terms of the user agreement with NASPO Value Point (formerly Western States Contracting Alliance) and the State of California with respect to Verizon Wireless Communication and Equipment services, which has been amended to extend service through December 31, 2019. This Amendment will bring the Agency’s contract into compliance with the updated NASPO Value Point agreement with Verizon Wireless.*
3. 7.1 ACCEPT draft minutes of the Transportation Agency Committees:
- Executive Committee - May 1, 2019
- Bicycle and Pedestrian Facilities Advisory Committee - May 1, 2019
- Technical Advisory Committee - May 2, 2019
- Rail Policy Committee - May 6, 2019
- Excellent Transportation Oversight Committee - no meeting

- Rodriguez

3. 7.2 RECEIVE correspondence to and from TAMC for the month of May 2019.

- Rodriguez

END OF CONSENT AGENDA

ANNOUNCEMENTS
Next Transportation Agency for Monterey County meeting will be on
Wednesday, June 26, 2019
Agricultural Center Conference Room
1428 Abbott Street
Salinas, California
9:00 A.M.

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.

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.

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.
MEMORANDUM

To: Board of Directors
From: Debra L. Hale, Executive Director
Meeting Date: May 22, 2019
Subject: National Public Works Week Recognition

RECOMMENDED ACTION:
ADOPT a proclamation in recognition of National Public Works Week, May 19 through 25, 2019.

SUMMARY:
The Transportation Agency for Monterey County's proclamation of the week of May 19 through 25, 2019 as National Public Works Week joins others from around California and the United States to pay tribute to our public works professionals, engineers, managers, and employees and recognize the substantial contributions they make to our community's health, safety, welfare, and quality of life.

FINANCIAL IMPACT:
None

DISCUSSION:
From providing clean water to disposing of solid waste, to building roads and bridges or planning for and implementing mass transit, to devising emergency management strategies to meet natural or man-made disasters, public works services determine a society's quality of life.

Several members of the Transportation Agency staff belong to the American Public Works Association and are actively engaged in the Monterey Bay Chapter, whether attending meetings or serving on the Board of Directors. This association provides an opportunity for public works professionals to coordinate activities among agencies and learn about the latest technologies, designs and regulations that affect transportation and other public works projects. In addition, the Executive Director currently serves on the APWA national Government Affairs Committee to promote investment in public works infrastructure by the federal government; she also participates in monthly California Advocacy Committee meetings to monitor state legislation and budget issues related to public works infrastructure.

Celebrating Public Works Week allows us the opportunity to thank the men and women who provide
these valuable services to our community.

ATTACHMENTS:

- Proclamation 2019-01
Proclamation in Recognition of National Public Works Week

WHEREAS, public works infrastructure, facilities and services are of vital importance to sustainable and resilient communities and to the health, safety, quality of life and well-being of the people of this community; and,

WHEREAS, such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers, managers and employees from State and local units of Government and the private sector, who are responsible for and must plan, design, build, operate, and maintain our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential to serve our citizens; and

WHEREAS, it is in the public interest for the citizens, civic leaders and visitors in California to gain knowledge of and maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and

WHEREAS, the year 2019 marks the 59th annual National Public Works Week sponsored by the American Public Works Association,

NOW, THEREFORE, BE IT RESOLVED the Transportation Agency for Monterey County, does hereby proclaim the week May 19 through 25, 2019 as National Public Works Week; and urges all our people to join with representatives of the American Public Works Association and government agencies in activities and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they have made to our national health, safety, welfare and quality of life.

________________________________
ROBERT HUITT, CHAIR
TRANSPORTATION AGENCY FOR MONTEREY COUNTY
To: Board of Directors
From: Theresa Wright, Community Outreach Coordinator
Meeting Date: May 22, 2019
Subject: Measure X First Year Audit Results

RECOMMENDED ACTION:
RECEIVE an update on the results of the Measure X annual audit and compliance reporting for 2017/18.

SUMMARY:
The purpose of the Measure X annual audit is to confirm that the funding recipients -- TAMC, the County of Monterey and the twelve incorporated cities -- have complied with the voter-approved requirements specified in Ordinance 2016-01 for the Transportation Safety and Investment Plan. One of the responsibilities of the Measure X Citizen Oversight Committee is to review the independent audits of the jurisdictions, and prepare and present an annual report regarding the administration of the program. A subcommittee of the Measure X Citizens Oversight Committee will present their findings and staff will provide information on the receipt and review of annual audit compliance data.

FINANCIAL IMPACT:
Approved by the 69% of the voters in 2016, Measure X was projected to generate an estimated $20 million annually, for a total of $600 million over thirty years. Revenues have been collected since April, 2017, and in fact, the receipts for fiscal year 2017/18 totaled $28,026,311. The funding source is a retail transactions and use tax of 3/8 cents. The revenue from the sales tax measure can only be used to fund transportation safety and mobility projects in Monterey County. A maintenance of effort requirement exists to assure that the cities and county do not use Measure X funding to backfill prior levels of transportation expenditures.

DISCUSSION:
The Transportation Agency has fiduciary responsibility for the administration of the voter-approved Transportation Safety and Investment Plan (Measure X) funds. Each jurisdiction entered into a tax sharing agreement with the Transportation Agency in order to receive their share of Measure X Local Streets & Roads revenues. In exchange, these agreements require the jurisdictions to submit audit reports annually to the Transportation Agency detailing the steps taken to comply with the implementing ordinance. In accordance with the Policies & Project Descriptions for the Transportation Safety & Investment Plan, a Citizens Oversight Committee representing a diverse range of community interests was formed within 6 months of voter approval of Measure X. Members and their alternates were nominated by the organization they are representing. Additional members were nominated by the Transportation Agency Board of Directors to assure that a broad range of geographic and stakeholder interests are represented on the committee.

The duties of the Committee as defined in the Policies & Project Descriptions for the Transportation Safety & Investment Plan are as follows:

- Conduct independent audits to assure that funds are being expended in accordance with requirements of the Transportation Safety & Investment Plan;
- Review and make recommendations on any proposed changes to the plan, prior to the Transportation Agency Board consideration;
- Review and comment on project delivery schedules as represented in the Strategic Expenditure Plan and make recommendations to the Transportation Agency on any proposals for changing project delivery priorities; and
- Prepare annual reports regarding the administration of the program, to be presented to the Transportation Agency Board of Directors and available for public review.
In accordance, the Measure X Citizen Oversight Committee established a subcommittee on January 15, 2019 to conduct the independent audit of the revenues and expenditure of Measure X funds. The subcommittee was asked to report the results of the audit to the full committee at their next meeting and to prepare the Measure X Annual Report.

The first full year of Measure X reporting, for fiscal year 2017/18, was due on December 31, 2018. As this was the first year of the independent audits’ requirements, there has been a learning curve for all entities involved. As of May 7, 2019, of the thirteen recipient jurisdictions, nine have fully complied and four have only partially complied with the independent audit requirements. Below is a chart detailing the reporting status of each jurisdiction. At this time, staff is continuing to work with the non-compliant jurisdictions to ensure all reporting materials are submitted. Staff will then evaluate this year’s process and develop a set of recommend changes to help clarify the requirements and avoid reporting delinquencies in the future.

<table>
<thead>
<tr>
<th>City or County</th>
<th>Funds Received</th>
<th>Reports Submitted on Time?</th>
<th>Annual Program Compliance Report</th>
<th>Maintenance of Effort</th>
<th>5-Year Program of Projects</th>
<th>Independent Financial Audit</th>
<th>Pavement Management Report</th>
<th>Independent Audit Compliance Letter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monterey County</td>
<td>$7,212,614</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Carmel</td>
<td>$195,926</td>
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<td>Del Rey Oaks</td>
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<td>Greenfield</td>
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<tr>
<td>Marina</td>
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<td>Yes</td>
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<tr>
<td>Pacific Grove</td>
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<td>Salinas</td>
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<td>Sand City</td>
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<td>Seaside</td>
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<td>In Progress</td>
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<tr>
<td>Soledad</td>
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<td>Late</td>
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<td><strong>Total</strong></td>
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<td><strong>5 Late</strong></td>
<td><strong>All Compliant</strong></td>
<td><strong>All Compliant</strong></td>
<td><strong>All Compliant</strong></td>
<td><strong>All Compliant</strong></td>
<td><strong>All Compliant</strong></td>
<td><strong>4 Non-Compliant</strong></td>
</tr>
</tbody>
</table>

In addition to the local agency audits, TAMC was also audited for compliance with the Measure X requirements. The Transportation Agency for Monterey County financial audit found no instances of noncompliance that are required to be reported under Government Auditing Standards, nor did they note any matters involving the internal control over financial reporting and its operation that they consider to be material weaknesses. The Committee Chair, Paula Getzelman will present the Measure X Oversight Committee's review of the 2017/18 Audit Results, and Principal Planner Mike Zeller will present the staff's review of the 2017/18 audit reports from the cities and county.

**ATTACHMENTS:**

- X-TOC Audit Results Letter

**WEB ATTACHMENTS:**

- Request for Annual Audit Materials - from TAMC
- Maintenance of Effort Letter - from Oversight Committee Chair
- TAMC Executive Director's Letter
April 23, 2019

Board of Directors
Transportation Agency for Monterey County
55-B Plaza Circle
Salinas, CA 93901

Dear Board of Directors:

In November 2016, voters of Monterey County passed Measure X to help pay for regional and local transportation projects and programs in the Transportation Safety and Investment Plan. A Citizen Oversight Committee was established to serve as an additional check and balance to ensure full compliance with the requirements of Measure X funds on eligible projects by local participating governments.

This diverse Committee is responsible for confirming that funds are spent in compliance with the Transportation Safety and Investment Plan by reviewing the independent annual audit of Measure X and by examining compliance documents provided by the County of Monterey and its twelve municipalities.

Although Measure X was eventually approved, almost a third of the voters in Monterey County voted against it, perhaps lacking confidence that taxpayer money would be accounted for and spent properly. This number of NO voters is significant and the Oversight Committee takes its responsibility, and their concerns, extremely seriously.

On April 19, 2018, the Committee Chairman sent a letter to participating local municipalities warning them against willful misuse of Measure X funds or failure to provide appropriate reports and audits. They were warned that these violations would result in an Oversight Committee recommendation that the TMC Board of Directors withhold further funds until that local jurisdiction came into full compliance and/or had repaid the misused funds. This was followed by a similar letter from Executive Director Debra Hale to the jurisdictions. (See attached letters).

We were dismayed to see several situations in 2017-2018 where jurisdictions either missed their deadlines, submitted inaccurate reports or failed to submit compliance reports at all. The resulting confusion made it difficult for the Oversight Committee to obtain accurate information in a timely manner and was surprising to us in light of the warning letters clearly stating the necessity of full compliance.

We do, however, understand that this was the first year of full compliance reporting with the resulting learning curve for all concerned. While we have made some reasonable allowances for jurisdictions this year, the Oversight Committee will expect full and timely compliance in 2020.

To this end, the Oversight Committee will continue to work closely with TMC staff in implementing any protocols that can be helpful in obtaining accurate information in a timely manner. It is extremely important to us that the public continues to receive full assurance that TMC, the County of Monterey and the participating cities are operating consistent with the terms of the Ordinance.

Respectfully,

[Signature]
Paula Getzelman, 2019 Chair
Measure X Citizens Oversight Committee
Memorandum

To: Board of Directors
From: Rita Goel, Director of Finance & Administration
Meeting Date: May 22, 2019
Subject: Three-Year Budget and FY 19/20 Overall Work Program

RECOMMENDED ACTION:
APPROVE Resolution 2019-05 adopting the fiscal year 2019/20 budget and overall work program, and estimated budgets for fiscal years 2020/21 and 2021/22.

SUMMARY:
This resolution indicates Board adoption of the final budget and overall work program as well as federal, state and local grant authorizations and certifications. The Board adopted the draft version of the budget and overall work program at its February meeting. This final version makes changes to reflect the latest information on revenues and expenditures, including the receipt of a new Safe Routes to Schools grant.

FINANCIAL IMPACT:
The Transportation Agency for Monterey County gets majority of its funding from state or federal sources. The funding is usually specific to the project or program for which it is granted and cannot be used to cover expenditures of a different project or program, e.g. the funding received for the call box program can only be used for motorist aid programs.

The Agency budget separates expenditures into two types: operating and direct program. Operating expenditures include staff salaries and benefits, materials and supplies, and equipment purchases. Direct program expenditures include outside consultants, contracts, expenditures that apply to specific overall work program tasks such as rail program, highway projects, bicycle and pedestrian program etc.

The proposed fiscal year operating expenditure budget is $3,470,140, a net increase over fiscal year 2018/19 of $273,797.

The proposed fiscal year direct program expenditure budget is $20,417,987, a net increase over fiscal year 2018/19 of $1,884,096.

DISCUSSION:
Three Year Budget

Changes since the Board reviewed the draft budget on February 27, 2019 are:

<table>
<thead>
<tr>
<th>Operating Budget</th>
<th>February Draft</th>
<th>May Final</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue &amp; Expenditures</td>
<td>$3,456,898</td>
<td>$3,470,140</td>
<td>+ $13,242</td>
</tr>
</tbody>
</table>

Revenues changes are due to:
1. SRTS-Every Child ATP grant (new grant) increased by $45,212.
2. Reserve usage decreased by $31,970.

Expenditures changed due to:

<table>
<thead>
<tr>
<th>Direct Programs</th>
<th>February Draft</th>
<th>May Final</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue &amp; Expenditures</td>
<td>$19,021,309</td>
<td>$20,417,987</td>
<td>+ $1,396,678</td>
</tr>
</tbody>
</table>

Revenues/Expenditures are changes due to:
1. FORTAG Environmental Phase-shifted some work from current year into 2019/20, added $650,000.
2. SRTS-Every Child-consultant expenses for new ATP grant, plus Measure X match, added $621,678.
3. FORA property development costs, funded out of rail lease revenues, added $50,000
4. Federal legislative expenditures, in case earmarks return, funded by Undesignated Reserves, added $75,000.

Benefit and salary changes are set forth in the resolution, as well as authority for out of state travel trips. Title changes for the Senior Administration Assistant to Clerk of the Board/ Senior Administration Assistant and Accounting Clerk to Accounting Assistant (currently a part-time position) are recommended to better align with the duties and responsibilities of these 2 positions. In addition, a recent salary survey of partner agencies indicates that the adjustments are appropriate to bring both positions up to the current market level. As such, a salary range adjustment, in the amount of 10%, for both positions has been added since the February draft budget to be effective July 1, 2019. The individuals in these positions continue to be high performers.

Details of the operating and direct budgets and the resolution recommended for TAMC Board adoption of the FY 2019/20 budget and overall work program are attached.

Annual Work Program:

The final overall work program adds the “Every Child” Active Transportation Program grant received to expand Safe Routes to School outreach efforts and otherwise contains only minor changes made in response to comments by Caltrans. These edits effectively have very little effect on the 2019/20 work
program that the Executive Committee and Board reviewed in February.

Highlights of the overall work program, organized by the Board adopted TAMC goals, and a summary of the overall work program by work element are attached. The full overall work program is included as a web attachment.

**ATTACHMENTS:**

- Budget FY 19-20
- Overall Work Program Highlights, by TAMC Goals
- Overall Work Program Summary, by Work Elements
- Resolution 2019-05 Adopting the Budget and OWP

**WEB ATTACHMENTS:**

[Final FY 2019-2020 Overall Work Program]
3 YEAR BUDGET

FISCAL YEARS

2019 - 2020

to

2021 - 2022
# TAMC-3 Year Budget July 1, 2019 - June 30, 2022

## Total Revenue & Expenditures - Summary

<table>
<thead>
<tr>
<th>Source of Revenue/Expenditure</th>
<th>FY Plan FY 18/19 Approved</th>
<th>Future 3 Yr Budget FY 19/20 Estimated</th>
<th>FY 20/21 Estimated</th>
<th>FY 21/22 Estimated</th>
<th>% Change FY 19/20 Budget vs FY 18-19 Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Revenue</td>
<td>$3,196,343</td>
<td>$3,470,140</td>
<td>$3,526,650</td>
<td>$3,469,220</td>
<td>8.6%</td>
</tr>
<tr>
<td>Direct Program Revenue</td>
<td>$18,533,891</td>
<td>$20,417,987</td>
<td>$2,070,761</td>
<td>$8,756,811</td>
<td>10.2%</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$21,730,234</strong></td>
<td><strong>$23,888,127</strong></td>
<td><strong>$5,597,411</strong></td>
<td><strong>$12,226,031</strong></td>
<td>9.9%</td>
</tr>
<tr>
<td>Operating Expenditures</td>
<td>$3,196,343</td>
<td>$3,470,140</td>
<td>$3,526,650</td>
<td>$3,469,220</td>
<td>8.6%</td>
</tr>
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<td>Direct Program Expenditures</td>
<td>$18,533,891</td>
<td>$20,417,987</td>
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<td><strong>Total Expenditures</strong></td>
<td><strong>$21,730,234</strong></td>
<td><strong>$23,888,127</strong></td>
<td><strong>$5,597,411</strong></td>
<td><strong>$12,226,031</strong></td>
<td>9.9%</td>
</tr>
</tbody>
</table>

**Revenue minus Expenditures**

|                                    | $0                       | $0                                    | $0                  | $0                  | $0                                           |
### TAMC-3 YEAR BUDGET JULY 1, 2019 - JUNE 30, 2022

#### TOTAL REVENUE BY SOURCE

<table>
<thead>
<tr>
<th>SOURCE OF REVENUE</th>
<th>FY PLAN FY 18/19 Approved</th>
<th>FUTURE 3 YR BUDGET FY 19/20 Estimated</th>
<th>FY 20/21 Estimated</th>
<th>FY 21/22 Estimated</th>
<th>4 Years Cumulative Impact</th>
<th>% CHANGE FY 19/20 BUDGET vs FY 18-19 APPROVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Grants-Operating</td>
<td>$118,835</td>
<td>$40,000</td>
<td>$40,000</td>
<td>$20,000</td>
<td>-66.3%</td>
<td>-100.0%</td>
</tr>
<tr>
<td>Federal Grants-Direct</td>
<td>$188,365</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Grants-Operating</td>
<td>$1,669,395</td>
<td>$1,828,880</td>
<td>$1,698,813</td>
<td>$1,664,343</td>
<td>9.6%</td>
<td></td>
</tr>
<tr>
<td>State Grants-Direct</td>
<td>$18,237,558</td>
<td>$19,394,548</td>
<td>$1,793,705</td>
<td>$8,483,754</td>
<td>6.3%</td>
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</tr>
<tr>
<td>Local Funds-Operating</td>
<td>$853,076</td>
<td>$960,450</td>
<td>$955,900</td>
<td>$954,673</td>
<td>12.6%</td>
<td></td>
</tr>
<tr>
<td>Local Funds-Direct</td>
<td>$279,969</td>
<td>$646,130</td>
<td>$296,347</td>
<td>$292,348</td>
<td>130.8%</td>
<td></td>
</tr>
<tr>
<td>RSTP- Direct-Cfwd &amp;New Approval</td>
<td>$57,040</td>
<td>$120,000</td>
<td>$60,000</td>
<td>$60,000</td>
<td>110.4%</td>
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</tr>
<tr>
<td><strong>Sub Total Revenue</strong></td>
<td><strong>$21,404,238</strong></td>
<td><strong>$22,990,008</strong></td>
<td><strong>$4,844,765</strong></td>
<td><strong>$11,475,118</strong></td>
<td>7.4%</td>
<td></td>
</tr>
</tbody>
</table>

**FSP Reserve Surplus/(Usage)**
- $0
- $0
- $0
- $0
- $0

**FSP Reserve Surplus/(Usage)-SB1**
- $38,290
- $38,290
- $38,290
- $38,290
- $153,160

**SAFE Reserve Surplus/(Usage)**
- ($89,063)
- ($210,813)
- ($210,813)
- ($210,813)
- ($721,502)

**Rail-Leases ROW-Reserve Surplus/(Usage)**
- $118,000
- ($67,000)
- ($60,000)
- ($60,000)
- ($69,000)

**Undesig. Contingency Surplus/(Usage)-Oper.**
- ($155,037)
- ($810)
- ($191,937)
- ($190,204)
- ($537,988)

**Undesig. Contingency Surplus/(Usage)-Direct**
- ($238,186)
- ($657,786)
- ($328,186)
- ($328,186)
- ($1,552,344)

**Total Contingency Fund Surplus/ (Usage)**
- ($325,996)
- ($898,119)
- ($752,646)
- ($750,913)
- ($2,727,674)

**TOTAL REVENUE**
- $21,730,234
- $23,888,127
- $5,597,411
- $12,226,031
- 9.9%
## TAMC-3 Year Budget July 1, 2019 - June 30, 2022

### Operating Revenue

<table>
<thead>
<tr>
<th>Source of Revenue/Expenditure</th>
<th>FY Plan FY 18/19</th>
<th>Future 3 Yr Budget FY 19/20 Estimated</th>
<th>FY 20/21 Estimated</th>
<th>FY 21/22 Estimated</th>
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<th>$ Change FY 19/20 Budget vs FY 18-19 Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Planning Grants</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Planning (AMBAG-FHWA PL)</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>SR156 West Proj. Mgmt. -EARMARK</td>
<td>$50,000</td>
<td>$40,000</td>
<td>$40,000</td>
<td>$20,000</td>
<td>-20.0%</td>
<td>-$10,000</td>
</tr>
<tr>
<td>Pajaro to Prunedale Corridor Study</td>
<td>$38,335</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>-38,335</td>
<td></td>
</tr>
<tr>
<td>SR 218 Corridor Improvement Plan</td>
<td>$30,500</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>-30,500</td>
<td></td>
</tr>
<tr>
<td><strong>Sub Total Federal Grants</strong></td>
<td>$118,835</td>
<td>$40,000</td>
<td>$40,000</td>
<td>$20,000</td>
<td>-66.3%</td>
<td>-$78,835</td>
</tr>
<tr>
<td><strong>State Planning Grants</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Transportation Fund (Current)-LTF</td>
<td>$908,485</td>
<td>$908,485</td>
<td>$908,485</td>
<td>$908,485</td>
<td>0.0%</td>
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</tr>
<tr>
<td>Planning &amp; Programming -PPM</td>
<td>$231,000</td>
<td>$234,000</td>
<td>$185,000</td>
<td>$185,000</td>
<td>1.3%</td>
<td>$3,000</td>
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<tr>
<td>Rural Planning Assistance-RPA</td>
<td>$422,000</td>
<td>$422,000</td>
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<tr>
<td>Complete Streets Project Implementation-RSTP</td>
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<td>$92,200</td>
<td>$92,200</td>
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</tr>
<tr>
<td>Marina &amp; Seaside SRTS Grant</td>
<td>$16,710</td>
<td>$6,670</td>
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<td>$9</td>
<td>-57.5%</td>
<td>-$9,040</td>
</tr>
<tr>
<td>SRTS-ATP Cycle 4 Every Child</td>
<td>$0</td>
<td>$43,881</td>
<td>$52,658</td>
<td>$52,658</td>
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<td>$46,644</td>
<td>$9,470</td>
<td>$0</td>
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<td>$46,644</td>
</tr>
<tr>
<td><strong>Sub Total State Grants</strong></td>
<td>$1,669,395</td>
<td>$1,828,880</td>
<td>$1,698,813</td>
<td>$1,664,343</td>
<td>9.6%</td>
<td>$159,485</td>
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<tr>
<td><strong>Local Planning Contributions</strong></td>
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<td>$243,075</td>
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<td>0.0%</td>
<td>$0</td>
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<td>$0</td>
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<tr>
<td>Measure X Projects/Programs</td>
<td>$400,000</td>
<td>$500,000</td>
<td>$500,000</td>
<td>$500,000</td>
<td>25.0%</td>
<td>$100,000</td>
</tr>
<tr>
<td>SRTS-ATP Cycle 4 Every Child-Measure X match</td>
<td>$0</td>
<td>$1,331</td>
<td>$1,597</td>
<td>$1,597</td>
<td></td>
<td>$1,331</td>
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<tr>
<td>Regional Cons. Investment Strategy-Measure X match</td>
<td>$0</td>
<td>$6,043</td>
<td>$1,227</td>
<td>$0</td>
<td></td>
<td>$6,043</td>
</tr>
<tr>
<td><strong>Sub Total Local Funds</strong></td>
<td>$853,076</td>
<td>$960,450</td>
<td>$955,900</td>
<td>$954,673</td>
<td>12.6%</td>
<td>$107,374</td>
</tr>
<tr>
<td><strong>Other Contributions</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSP-Staff Support</td>
<td>$40,000</td>
<td>$40,000</td>
<td>$40,000</td>
<td>$40,000</td>
<td>0.0%</td>
<td>$0</td>
</tr>
<tr>
<td>SAFE-Staff Support</td>
<td>$40,000</td>
<td>$40,000</td>
<td>$40,000</td>
<td>$40,000</td>
<td>0.0%</td>
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</tr>
<tr>
<td>SAFE-Go331 Staff Support</td>
<td>$100,000</td>
<td>$200,000</td>
<td>$200,000</td>
<td>$200,000</td>
<td>100.0%</td>
<td>$100,000</td>
</tr>
<tr>
<td>Rail-Rail Extension to Salinas-Staff Support</td>
<td>$150,000</td>
<td>$200,000</td>
<td>$200,000</td>
<td>$200,000</td>
<td>33.3%</td>
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<tr>
<td>Rail-Monterey Branch Line Leases Staff Support</td>
<td>$70,000</td>
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<td>$160,000</td>
<td>$160,000</td>
<td>129.6%</td>
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<tr>
<td><strong>Sub Total Staff Support</strong></td>
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<td>$540,000</td>
<td>$540,000</td>
<td>60.0%</td>
<td>$240,000</td>
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<tr>
<td><strong>Sub Total Operating Revenue</strong></td>
<td>$3,041,306</td>
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<td>$3,279,016</td>
<td>14.1%</td>
<td>$428,024</td>
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<tr>
<td>Undesignated Contingency Res. Surplus/Usage-Oper.</td>
<td>($155,037)</td>
<td>($810)</td>
<td>($191,937)</td>
<td>($190,204)</td>
<td>-99.5%</td>
<td>-$154,227</td>
</tr>
<tr>
<td><strong>Total Operating Revenue</strong></td>
<td>$3,196,343</td>
<td>$3,470,140</td>
<td>$3,525,650</td>
<td>$3,489,220</td>
<td>8.6%</td>
<td>$273,797</td>
</tr>
</tbody>
</table>
TAMC- OPERATING REVENUE CHANGES FY 2019-2020
FROM FY 2018-2019 APPROVED BUDGET

<table>
<thead>
<tr>
<th>Operating Revenue</th>
<th>FY 18-19 APPROVED BUDGET</th>
<th>FY 19-20 PROPOSED BUDGET</th>
<th>FY 19/20 BUDGET vs FY 18-19</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$ CHANGE</td>
<td>% CHNG</td>
</tr>
<tr>
<td>1 FEDERAL PLANNING GRANTS</td>
<td>$118,835</td>
<td>$40,000</td>
<td>-$78,835</td>
</tr>
<tr>
<td>SR156 West Proj. Mgmt. - EARMARK</td>
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<td>$40,000</td>
<td>-$10,000</td>
</tr>
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<td>$0</td>
<td>-$38,335</td>
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<td>SR 218 Corridor Improvement Plan</td>
<td>$30,500</td>
<td>$0</td>
<td>-$30,500</td>
</tr>
<tr>
<td>2 STATE PLANNING GRANTS</td>
<td>$1,669,395</td>
<td>$1,828,880</td>
<td>$159,485</td>
</tr>
<tr>
<td>Planning &amp; Programming - PPM</td>
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<td>$234,000</td>
<td>$3,000</td>
</tr>
<tr>
<td>Marina &amp; Seaside SRTS Grant</td>
<td>$15,710</td>
<td>$6,670</td>
<td>-$9,040</td>
</tr>
<tr>
<td>SRTS-ATP Cycle 4 Every Child</td>
<td>$0</td>
<td>$43,881</td>
<td>$43,881</td>
</tr>
<tr>
<td>Rail Network Integration Study</td>
<td>$0</td>
<td>$75,000</td>
<td>$75,000</td>
</tr>
<tr>
<td>Regional Conservation Investment Strategy</td>
<td>$0</td>
<td>$46,644</td>
<td>$46,644</td>
</tr>
<tr>
<td>3 LOCAL PLANNING FUNDS</td>
<td>$653,079</td>
<td>$950,450</td>
<td>$107,374</td>
</tr>
<tr>
<td>Regional Cons. Investment Strategy- Measure X match</td>
<td>$0</td>
<td>$6,043</td>
<td>$6,043</td>
</tr>
<tr>
<td>SRTS-ATP Cycle 4 Every Child- Measure X match</td>
<td>$0</td>
<td>$1,331</td>
<td>$1,331</td>
</tr>
<tr>
<td>Measure X Projects/Programs</td>
<td>$400,000</td>
<td>$500,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>4 OTHER CONTRIBUTIONS</td>
<td>$400,000</td>
<td>$640,000</td>
<td>$240,000</td>
</tr>
<tr>
<td>SAFE- Go831 Staff Support</td>
<td>$100,000</td>
<td>$200,000</td>
<td>$100,000</td>
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<tr>
<td>Rail- Rail Extension to Salinas- Staff Support</td>
<td>$150,000</td>
<td>$200,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>Rail- Monterey Branch Line / Leases Staff Support</td>
<td>$70,000</td>
<td>$160,000</td>
<td>$90,000</td>
</tr>
<tr>
<td>5 UNDESIGNATED CONTINGENCY SURPLUS/ ( USAGE )</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>($155,037)</td>
<td>($810)</td>
<td>$154,227</td>
<td>-99.5%</td>
</tr>
<tr>
<td>OPERATING REVENUE TOTAL</td>
<td>$3,196,343</td>
<td>$3,470,140</td>
<td>$273,797</td>
</tr>
</tbody>
</table>
## TAMC-3 YEAR BUDGET JULY 1, 2019 - JUNE 30, 2022

### OPERATING EXPENSES

<table>
<thead>
<tr>
<th>SOURCE OF REVENUE/EXPENDITURE</th>
<th>FY PLAN FY 18/19 Approved</th>
<th>FUTURE 3 YR BUDGET FY 19/20 Estimated</th>
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<th>FY 21/22 Estimated</th>
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<th>$ CHANGE FY 19/20 BUDGET vs FY 18-19 APPROVED</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPERATING EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries</td>
<td>$1,841,757</td>
<td>$2,012,170</td>
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<td>$2,076,827</td>
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<td>$170,413</td>
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<tr>
<td>Fringe Benefits</td>
<td>$832,013</td>
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<td>$944,575</td>
<td>$841,438</td>
<td>9.8%</td>
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<td>Material and Services</td>
<td>$512,573</td>
<td>$534,270</td>
<td>$527,563</td>
<td>$540,955</td>
<td>4.2%</td>
<td>$21,697</td>
</tr>
<tr>
<td>Depreciation/ Amortization</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
<td>0.0%</td>
<td>$0</td>
</tr>
<tr>
<td><strong>TOTAL OPERATING EXPENSES</strong></td>
<td>$3,196,343</td>
<td>$3,470,140</td>
<td>$3,526,650</td>
<td>$3,469,220</td>
<td>8.6%</td>
<td>$273,797</td>
</tr>
</tbody>
</table>

### CAPITAL OUTLAY

<table>
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<tr>
<th></th>
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<th>$10,000</th>
<th>$10,000</th>
<th>$10,000</th>
<th>0.0%</th>
<th>$0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment Replacements</td>
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<td></td>
<td></td>
<td></td>
<td>#DIV/0!</td>
<td></td>
</tr>
<tr>
<td>Vehicle Replacement</td>
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<td>$0</td>
<td>$0</td>
<td>$0</td>
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<td>$0</td>
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<tr>
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<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
<td>0.0%</td>
<td>$0</td>
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</table>
## TAMC-3 Year Budget July 1, 2019 - June 30, 2022

### Capital Outlay

<table>
<thead>
<tr>
<th>Capital Outlay</th>
<th>FY Plan</th>
<th>Future 3 Yr Budget</th>
<th>% Change FY 19/20 Budget vs FY 18-19 Approved</th>
<th>$ Change FY 19/20 Budget vs FY 18-19 Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY 18/19 Approved</td>
<td>FY 19/20 Estimated</td>
<td>FY 20/21 Estimated</td>
<td>FY 21/22 Estimated</td>
</tr>
<tr>
<td>Equipment Replacements</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
</tr>
<tr>
<td>Vehicle Replacement</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<td><strong>Total Capital Outlay</strong></td>
<td><strong>$10,000</strong></td>
<td><strong>$10,000</strong></td>
<td><strong>$10,000</strong></td>
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**Current Capital Equipment** $114,586
**Reserve Balance** 6/30/2018
## TAMC- OPERATING EXPENSE CHANGES
### FY 19-20 BUDGET vs FY 18-19 APPROVED

### Operating Expenses

<table>
<thead>
<tr>
<th></th>
<th>FY 18-19 APPROVED BUDGET</th>
<th>FY 19-20 PROPOSED BUDGET</th>
<th>FY 19/20 BUDGET vs FY 18-19 BUDGET</th>
<th>$ CHANGE</th>
<th>% CHNG</th>
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<tbody>
<tr>
<td>1 Salaries Changes</td>
<td>$1,841,757</td>
<td>$2,012,170</td>
<td>$170,413</td>
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<td></td>
<td>Cost of Living Adjustments @ 3.00%</td>
<td>$53,418</td>
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<td></td>
<td>Step increases/Promotions</td>
<td>$48,656</td>
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<td></td>
<td>Part - Time Engineer Reduction</td>
<td>-$77,250</td>
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<td></td>
<td>Overlap Planner Reduction</td>
<td>-$12,723</td>
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<td></td>
<td>Hire full time Planner</td>
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<td>Hire half time Annuitant</td>
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<td>2 Fringe Benefit Changes</td>
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<td></td>
<td>PERS retirement contribution</td>
<td>$17,413</td>
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<td></td>
<td>PERS unfunded liability contribution</td>
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<td>Healthcare</td>
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<td>Other Fringes</td>
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<td>Annuitant (Social Security &amp; Medicare benefits )</td>
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<td>3 Materials and Services Changes</td>
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<td>$534,270</td>
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<td></td>
<td>Accounting Service OPEB &amp; Others</td>
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<td></td>
<td>Rent</td>
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<td>Staff Dev. &amp; Travel</td>
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<td></td>
<td>Payroll Services/Tsheets</td>
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<td>4 Depreciation/Amortization Changes</td>
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<td>0.0%</td>
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**OPERATING EXPENSE TOTAL**

<p>|                      | $3,196,343               | $3,470,140               | $273,797                           | 8.6%     |        |</p>
<table>
<thead>
<tr>
<th>Programme Description</th>
<th>FY PLAN 18/19</th>
<th>FY 19/20 18/19</th>
<th>FY 20/21 18/19</th>
<th>FY 21/22 18/19</th>
<th>% CHANGE 18/19</th>
<th>% CHNG 18/19</th>
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<tr>
<td>0900 Caltrans audit repayment (fy 15-16 thru fy 24-25)</td>
<td>Local Oper Resv $82,186 $82,186 $82,186 $82,186 $0% $0%</td>
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<tr>
<td>1000 Leadership Training</td>
<td>State RPA $25,000 $28,000 $25,000 $25,000 $0% $0%</td>
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<td>1020 Triennial Audit</td>
<td>Local Oper Resv $0 $40,000 $0 $0 $40,000 $10%</td>
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<td>1122 Legislative Advocates</td>
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<td>1130 Public Outreach Program</td>
<td>Local Oper Resv $70,000 $81,000 $81,000 $81,000 $11,000 15%</td>
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<tr>
<td>1770 Freeway Service Patrol</td>
<td>State FSP $200,000 $200,000 $200,000 $200,000 $0% $0%</td>
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<tr>
<td>1770 FSP-Safe Match (25% FSP Grant)</td>
<td>State FSP $50,000 $50,000 $50,000 $50,000 $0% $0%</td>
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<tr>
<td>1770 FSP Staff Support</td>
<td>State FSP $(40,000) $(40,000) $(40,000) $(40,000) $0% $0%</td>
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<tr>
<td>1770 FSP Reserve Surplus (Usage)</td>
<td>State FSP $0 $0 $0 $0 $0% $0%</td>
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<tr>
<td>1770 Freeway Service Patrol-SBI</td>
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<tr>
<td>1770 FSP-Safe Match (25% FSP Grant)-SBI</td>
<td>State FSP $50,000 $50,000 $50,000 $50,000 $0% $0%</td>
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<tr>
<td>1770 FSP Reserve Surplus (Usage)-SBI</td>
<td>State FSP $38,250 $38,250 $38,250 $38,250 $0% $0%</td>
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<tr>
<td>1780 SAFE-SFP Match</td>
<td>State SAFE $(50,000) $(50,000) $(50,000) $(50,000) $0% $0%</td>
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<td>1780 SAFE-SFP Match-SBI</td>
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<td>1780 SAFE</td>
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<td>1780 SAFE-GoB1 Staff Support</td>
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<td>1780 SAFE Reserve Surplus (Usage)</td>
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<td>2510 Traffic Counts</td>
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<td>6148 Tri County Bike Week Campaign</td>
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<td>6220 RTPRER update shared</td>
<td>State RPA $0 $0 $0 $0 $0% $0%</td>
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<tr>
<td>6500 Project Development &amp; Grant Implementation</td>
<td>Local Oper Resv $60,000 $60,000 $60,000 $60,000 $0% $0%</td>
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<tr>
<td>6500 Complete Streets Project Implementation</td>
<td>RSTP RSTP $50,000 $50,000 $50,000 $50,000 $0% $0%</td>
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<tr>
<td>6500 Complete Streets Project Implementation Wayfinding</td>
<td>Local LPF $150,000 $150,000 $150,000 $150,000 $0% $0%</td>
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<tr>
<td>6580 Complete Streets Project Implementation Wayfinding</td>
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<tr>
<td>6728 Pajaro to Prunedale Corridor Study</td>
<td>Federal Federal $121,466 $0 $0 $0 $-121,466 -100%</td>
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<td>6728 SRT 215 Corridor Improvement Plan</td>
<td>Federal Federal $66,900 $0 $0 $0 $-66,900 -100%</td>
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<td>6729 Marine &amp; Seaside SRSTS Grant</td>
<td>State SAFE $244,400 $44,284 $0 $0 $-190,120 -77%</td>
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<tr>
<td>6729 Marine &amp; Seaside SRSTS Grant</td>
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<td>6740 Regional Conservation Investment Strategy</td>
<td>Local Measure X $160,847 $27,179 $0 $0 $160,847</td>
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<td>6800 Regional Conservation Investment Strategy</td>
<td>Local Measure X $20,645 $3,621 $0 $0 $20,645</td>
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<tr>
<td>6803 Rail Extension to Salinas (STIP)</td>
<td>State SAFE $8,000,000 $200,000 $83,000 $0 $-5,800,000 -97%</td>
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<tr>
<td>6803 Rail Extension to Salinas (STIP)</td>
<td>State SAFE $0 $0 $0 $0 $0% $0%</td>
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<tr>
<td>6803 Rail Extension to Salinas (STIP)</td>
<td>State SAFE $8,000,000 $171,000 $80,000 $0 $-6,800,000 -97%</td>
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<tr>
<td>6803 Rail Extension to Salinas (STIP)</td>
<td>State SAFE $3,727,016 $1,614,231 $0 $0 $-2,112,785 -57%</td>
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<tr>
<td>6803 Rail Extension to Salinas (STIP)</td>
<td>State SAFE $2,190,061 $2,096,036 $0 $0 $-194,025 -9%</td>
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<tr>
<td>6803 Rail Extension to Salinas (STIP)</td>
<td>State SAFE $0 $0 $0 $0 $0% $0%</td>
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<tr>
<td>6803 Rail Extension to Salinas (STIP)</td>
<td>State SAFE $4,683,710 $13,234,196 $0 $0 $-8,550,486 -193%</td>
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<td>6803 Rail Extension to Salinas (STIP)</td>
<td>State SAFE $(320,000) $(320,000) $(320,000) $(320,000) $0% $0%</td>
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<tr>
<td>6804 Rail-Leases ROW</td>
<td>Local Leased $210,000 $210,000 $210,000 $210,000 $0% $0%</td>
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<tr>
<td>6804 Rail-Leases ROW Staff Support</td>
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<tr>
<td>6804 Rail-Leases ROW Reserve Surplus (Usage)</td>
<td>Local Leased $118,000 $86,000 $86,000 $86,000 $-15,000 -17%</td>
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<td>6807 Rail-Leases Salinas</td>
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<td>6899 Rail Network Integration Study</td>
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<td>7101 SRTS ATP Cycle 4 Every Child</td>
<td>State SAFE $603,377 $703,099 $687,327 $603,377 $0% $0%</td>
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<tr>
<td>7101 SRTS ATP Cycle 4 Every Child</td>
<td>Local Measure X $15,301 $21,326 $20,848 $18,301 $0% $0%</td>
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<tr>
<td>7201 FORTAG-Environmental Phase</td>
<td>Local TDA $350,000 $0 $0 $0 $0% $0%</td>
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<tr>
<td>7201 FORTAG-Environmental Phase</td>
<td>State SBI-LPP $350,000 $0 $0 $0 $0% $0%</td>
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<td>8210 Public Outreach Program</td>
<td>Local Measure X $9,000 $9,000 $9,000 $9,000 $0% $0%</td>
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<tr>
<td>8210 Public Outreach Program</td>
<td>Local Local $100,000 $100,000 $100,000 $0% $0%</td>
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<tr>
<td>Total Direct Program Revenue</td>
<td>$15,633,351 $20,417,987 $2,070,761 $8,755,911 $1,884,086 10%</td>
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# TAMC-3 Year Budget July 1, 2019 - June 30, 2022

## Direct Program Expenses - Summary

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<tr>
<th>WIE</th>
<th>Direct Program Description</th>
<th>FY Plan FY 18/19</th>
<th>FY 19/20</th>
<th>FY 20/21</th>
<th>FY 21/22</th>
<th>$ CHANGE</th>
<th>% CHNG</th>
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<tr>
<td>0000</td>
<td>Caltrans audit repayment (fy 18-19 thru fy 24-25)</td>
<td>$82,166</td>
<td>$82,186</td>
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<td>1000</td>
<td>Leadership Training</td>
<td>$25,000</td>
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<td>1020</td>
<td>Triennial Audit</td>
<td>$0</td>
<td>$40,000</td>
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<td>1122</td>
<td>Legislative Advocates</td>
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<td>$115,000</td>
<td>$115,000</td>
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<td>1130</td>
<td>Public Outreach Program</td>
<td>$70,000</td>
<td>$81,000</td>
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<td>$84,000</td>
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<td>1770</td>
<td>Freeway Service Patrol - Towing Contracts</td>
<td>$210,000</td>
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<td>1771</td>
<td>Freeway Service Patrol - Towing Contracts - SB1</td>
<td>$209,743</td>
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<td>1780</td>
<td>SAFE - Call Box contract costs</td>
<td>$105,250</td>
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<td>SAFE - ADA Compliance</td>
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<td>SAFE - Go831 TIPS Marketing &amp; Branding</td>
<td>$0</td>
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<tr>
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<td>SAFE - Go831-Mktg &amp; Printing Material</td>
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<td>SAFE - Software/App. (TDM Platform)</td>
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<td>0</td>
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</tr>
<tr>
<td>2310</td>
<td>Traffic Counts</td>
<td>$27,040</td>
<td>$30,000</td>
<td>$30,000</td>
<td>$30,000</td>
<td>$2,960</td>
<td>11%</td>
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<tr>
<td>6148</td>
<td>Tri County Bike Week Campaign/Ciclovia etc</td>
<td>$27,600</td>
<td>$27,500</td>
<td>$27,500</td>
<td>$27,500</td>
<td>0</td>
<td>0%</td>
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<tr>
<td>6220</td>
<td>RTP/ER update shared</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$33,000</td>
<td>$33,000</td>
<td></td>
</tr>
<tr>
<td>6500</td>
<td>Project Development &amp; Grant Implementation</td>
<td>$50,000</td>
<td>$50,000</td>
<td>$50,000</td>
<td>$50,000</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>6550</td>
<td>Complete Streets Project Implementation</td>
<td>$30,000</td>
<td>$30,000</td>
<td>$30,000</td>
<td>$30,000</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>6550</td>
<td>Complete Streets Project Implementation-Way Finding</td>
<td>$0</td>
<td>$480,000</td>
<td>$0</td>
<td>$0</td>
<td>$480,000</td>
<td></td>
</tr>
<tr>
<td>6726</td>
<td>Pajaro to Prunedale Corridor Study</td>
<td>$121,466</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>-$121,466</td>
<td>-100%</td>
</tr>
<tr>
<td>6727</td>
<td>SR 218 Corridor Improvement Plan</td>
<td>$66,900</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>-$66,900</td>
<td>-100%</td>
</tr>
<tr>
<td>6728</td>
<td>Marina &amp; Seaside SRTS Grant</td>
<td>$276,873</td>
<td>$74,768</td>
<td>$0</td>
<td>$0</td>
<td>-$202,105</td>
<td>-73%</td>
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<tr>
<td>6740</td>
<td>Regional Conservation Investment Strategy</td>
<td>$0</td>
<td>$181,732</td>
<td>$30,700</td>
<td>$0</td>
<td>-$181,732</td>
<td>-100%</td>
</tr>
<tr>
<td>6803</td>
<td>Rail-Rail Extension to Salinas</td>
<td>$17,075,727</td>
<td>$16,947,173</td>
<td>$0</td>
<td>$6,800,000</td>
<td>-$11,147,173</td>
<td>-65%</td>
</tr>
<tr>
<td>6804</td>
<td>Rail-Leases ROW-MBL Property Maint.</td>
<td>$5,000</td>
<td>$100,000</td>
<td>$100,000</td>
<td>$100,000</td>
<td>$95,000</td>
<td>1900%</td>
</tr>
<tr>
<td>6805</td>
<td>Rail-Leases ROW- FORA Annual Dues</td>
<td>$7,000</td>
<td>$7,000</td>
<td>$7,000</td>
<td>$7,000</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>6805</td>
<td>Rail-Leases ROW- FORA Property Maint.</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>6805</td>
<td>Rail-Leases ROW- Haz Mat &amp; Structural Engg</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>0</td>
<td>0%</td>
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<tr>
<td>6807</td>
<td>Rail Leases-Salinas</td>
<td>$0</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
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<tr>
<td>6808</td>
<td>Rail Network Integration Study</td>
<td>$0</td>
<td>$200,000</td>
<td>$100,000</td>
<td>$0</td>
<td>-$100,000</td>
<td>-50%</td>
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<tr>
<td>7101</td>
<td>SRTS-ATP Cycle 4 Every Child</td>
<td>$0</td>
<td>$621,678</td>
<td>$724,425</td>
<td>$708,176</td>
<td>$621,678</td>
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<tr>
<td>7301</td>
<td>FORTAG-Environmental Phase</td>
<td>$0</td>
<td>$650,000</td>
<td>$0</td>
<td>$0</td>
<td>$650,000</td>
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<tr>
<td>8010</td>
<td>Public Outreach Program</td>
<td>$0</td>
<td>$9,000</td>
<td>$9,000</td>
<td>$9,000</td>
<td>$9,000</td>
<td></td>
</tr>
<tr>
<td>8010</td>
<td>Measure X - Material &amp; Services</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
<td>0</td>
<td>0%</td>
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<tr>
<td><strong>TOTAL Direct Program Expenses</strong></td>
<td><strong>$18,633,891</strong></td>
<td><strong>$20,417,987</strong></td>
<td><strong>$20,707,761</strong></td>
<td><strong>$20,706,511</strong></td>
<td><strong>$1,884,066</strong></td>
<td><strong>10.2%</strong></td>
<td></td>
</tr>
</tbody>
</table>
## TAMC - DIRECT PROGRAM EXPENSE CHANGES
**FY 19-20 BUDGET vs FY 18-19 APPROVED**

### Direct Program Expense Changes

<table>
<thead>
<tr>
<th>WE</th>
<th>Project</th>
<th>Reason for Change</th>
<th>FY 19/20 BUDGET</th>
<th>% CHNG</th>
</tr>
</thead>
<tbody>
<tr>
<td>1020</td>
<td>Other Triennial Audit</td>
<td>Audit required every 3 years</td>
<td>$40,000</td>
<td></td>
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<tr>
<td>1122</td>
<td>Other Legislative Advocates</td>
<td>Increase in contract</td>
<td>$79,000</td>
<td>219%</td>
</tr>
<tr>
<td>1130</td>
<td>Other Public Outreach Program</td>
<td>Annual report/ Postage increased</td>
<td>$11,000</td>
<td>16%</td>
</tr>
<tr>
<td>1790</td>
<td>SAFE SAFE - Call Box contract costs</td>
<td>New contract &amp; removal /addition</td>
<td>$19,750</td>
<td>19%</td>
</tr>
<tr>
<td>1790</td>
<td>SAFE SAFE- Go831-Mrktg &amp; Printing Material</td>
<td>Marketing and Printing material</td>
<td>$2,000</td>
<td>20%</td>
</tr>
<tr>
<td>2310</td>
<td>Other Traffic Counts</td>
<td>Increase in contract</td>
<td>$2,960</td>
<td>11%</td>
</tr>
<tr>
<td>6550</td>
<td>Other Complete Streets Project Implementation-Way Finding</td>
<td>New activity</td>
<td>$480,000</td>
<td></td>
</tr>
<tr>
<td>6726</td>
<td>Other Pajaro to Prunedale Corridor Study</td>
<td>Study completed</td>
<td>-$121,465</td>
<td>-100%</td>
</tr>
<tr>
<td>6727</td>
<td>Other SR 218 Corridor Improvement Plan</td>
<td>Study completed</td>
<td>-$66,900</td>
<td>-100%</td>
</tr>
<tr>
<td>6728</td>
<td>Other Marina &amp; Seaside SRTS Grant</td>
<td>Grant almost finished</td>
<td>-$202,105</td>
<td>-73%</td>
</tr>
<tr>
<td>6740</td>
<td>Other Regional Conservation Investment Strategy</td>
<td>New Grant</td>
<td>$181,732</td>
<td></td>
</tr>
<tr>
<td>6803</td>
<td>Rail Rail-Rail Extension to Salinas</td>
<td>Revised project schedule</td>
<td>-$132,554</td>
<td>-1%</td>
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<tr>
<td>6804</td>
<td>Rail Rail-Leases ROW-MBL Property Maint.</td>
<td>Property Maintenance</td>
<td>$95,000</td>
<td>1900%</td>
</tr>
<tr>
<td>6807</td>
<td>Rail Rail-Leases Salinas</td>
<td>Security &amp; Maintenance</td>
<td>$15,000</td>
<td></td>
</tr>
<tr>
<td>6809</td>
<td>Rail Rail Network Integration Study</td>
<td>New Grant</td>
<td>$200,000</td>
<td></td>
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<tr>
<td>7101</td>
<td>Other SRTS-ATP Cycle 4 Every Child</td>
<td>New Grant</td>
<td>$621,678</td>
<td></td>
</tr>
<tr>
<td>7301</td>
<td>Other FORTAG-Environmental Phase</td>
<td>New Grant</td>
<td>$650,000</td>
<td></td>
</tr>
<tr>
<td>8010</td>
<td>Other Public Outreach Program</td>
<td>Annual report share for Measure X</td>
<td>$9,000</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL DIRECT PROGRAM EXPENSE CHANGES**

$1,884,096 10.2%
# TAMC - Staff Position List

## Fiscal Year 2019-2020

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Management</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Director</td>
<td>1</td>
<td>1</td>
<td>0.0</td>
</tr>
<tr>
<td>Deputy Executive Director</td>
<td>1</td>
<td>1</td>
<td>0.0</td>
</tr>
<tr>
<td>Director of Finance &amp; Administration</td>
<td>1</td>
<td>1</td>
<td>0.0</td>
</tr>
<tr>
<td><strong>Planning</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transportation Planners</td>
<td>6</td>
<td>7</td>
<td>1.0</td>
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<tr>
<td>Retired Annuitant</td>
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<td>0.5</td>
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<tr>
<td><strong>Engineering</strong></td>
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<tr>
<td>Transportation Engineers</td>
<td>2.5</td>
<td>2</td>
<td>-0.5</td>
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<tr>
<td><strong>Support</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finance Officer/Analyst</td>
<td>1</td>
<td>1</td>
<td>0.0</td>
</tr>
<tr>
<td>Sr. Administrative Assistant</td>
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<td>1</td>
<td>0.0</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>1.5</td>
<td>1.5</td>
<td>0.0</td>
</tr>
<tr>
<td><strong>Sub-total Regular Full-Time</strong></td>
<td>15</td>
<td>16</td>
<td>1.0</td>
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<tr>
<td><strong>Support</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Student Intern (Full Time Equivalent)</td>
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<td>1</td>
<td>0.0</td>
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<tr>
<td><strong>Sub-total Part-Time</strong></td>
<td>1</td>
<td>1</td>
<td>0.0</td>
</tr>
<tr>
<td><strong>TAMC TOTAL</strong></td>
<td>16</td>
<td>17</td>
<td>1</td>
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</tbody>
</table>
HIGHLIGHTS OF THE 2019/20 OVERALL WORK PROGRAM

Below are the highlights of the 2019/20 Overall Work Program, listed by each of the Agency's four adopted goals: Deliver Projects, Maximize Funding, Communicate Early and Often, and Prepare for the Future.

Deliver Projects (and Programs)

Measure X administration and implementation:

- Imjin Road improvements: work with City of Marina to initiate and complete construction.
- State highway projects – work with Caltrans on: Highway 156 at Castroville Blvd Interchange; Highway 68 Corridor; US 101 South of Salinas corridor study;
- Highway 1 busway on the Monterey Branch Rail Line: work with MST and Caltrans on environmental review; work with Caltrans, the Cities of Seaside and Sand City to design improvements to intersection at Fremont/California Avenues at Highway 1.
- SR 156-Blackie Road Extension: Coordinate with County of Monterey to initiate environmental review and preliminary engineering.
- Fort Ord Regional Trail and Greenway: finalize environmental review and preliminary engineering.
- Habitat Preservation/Advance Mitigation: initiate the Resource Conservation Investment Strategy with Caltrans and natural resources agencies.
- Safe Routes to School: continue to advance the education, enforcement and engineering improvements to reduce collisions.
- Senior and Disabled Mobility program: oversee programs funded and begin planning for new round of funding.

Non-Measure X Projects:

- Salinas Rail Extension Project: construct Lincoln Avenue extension and parking improvements and continue the right-of-way acquisition and final design for the remainder of the project.
- Bikeway Signs: continue installing signs for routes identified in the Regional Bicycle Wayfinding Plan.

Ongoing Programs:

- Go831 traveler information program: outreach to major employers to encourage carpooling, vanpooling, telecommuting, using the bus, biking and walking to work.
- Call Boxes and Tow Trucks: Continue upgrade of Call Box motorist aid network; oversee operation of Freeway Service Patrol tow truck program.
- Bicycle Secure Program: fund racks, lockers and related secure storage for bicycles, skateboards and scooters.
Maximize Funding

- Matching grants: work to secure SB 1 and other matching grants for priority projects
- Planning grants: evaluate the need for future corridor studies and safe routes to school grants.
- Corridor Study implementation: Work with the local agencies and Caltrans to fund improvements identified in the Highway 218 corridor and Pajaro to Prunedale corridor studies.
- Other agencies: assist Caltrans, Monterey-Salinas Transit and member agencies in securing funding to deliver priority transportation improvements.

Communicate Early and Often

- Continue high level of public interactions during project development and construction.
- Educate staff, Board members and the public on new technology and innovative engineering designs.
- Prepare Agency and Measure X annual report, and work with the Chair on the end of year report.
- Assist member agencies with public outreach.
- Continue ongoing agency media outreach.

Prepare for the Future

- Complete streets: support local use of bicycle and pedestrian safety improvements as part of a “complete streets” policy.
- Intersection safety and roundabouts: continue to investigate and support the installation of new engineering designs for intersections to improve safety.
- SAFE Callbox Program: coordinate with CHP to initial removal of underutilized call boxes.
- Electric Vehicle network: work with Monterey Community Power and the California Energy Commission to assist with installation of EV charging facilities.
<table>
<thead>
<tr>
<th>CODE</th>
<th>Work Element</th>
<th>Operating Expenditures</th>
<th>Direct Expenditures</th>
<th>Total Expenditures</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>Statewide Leadership Training</td>
<td>$</td>
<td>$ 25,000</td>
<td>$ 25,000</td>
<td>Provide administrative support for Rural Planning Assistance funded grant for staff from various rural Regional Transportation Planning Agencies to attend leadership training opportunities.</td>
</tr>
<tr>
<td>1010</td>
<td>Budget, Work Program</td>
<td>$ 71,852</td>
<td>$</td>
<td>$ 71,852</td>
<td>Prepare billing and quarterly reports, develop and monitor Work Program and budget, oversee agency funding and activities</td>
</tr>
<tr>
<td>1020</td>
<td>Local Transportation Fund (LTF) Administration</td>
<td>$ 50,080</td>
<td>$ 40,000</td>
<td>$ 90,080</td>
<td>Conduct unmet needs process, allocate and manage Local Transportation Funds, conduct tri-annual audit</td>
</tr>
<tr>
<td>1120</td>
<td>Plans Coordination &amp; Interagency Liaison</td>
<td>$ 203,751</td>
<td>$</td>
<td>$ 203,751</td>
<td>Coordinate with partner and member agencies on short- and long-range transportation plans; conduct legislative monitoring</td>
</tr>
<tr>
<td>1122</td>
<td>Legislative Advocacy</td>
<td>$ 47,641</td>
<td>$ 115,000</td>
<td>$ 162,641</td>
<td>Prepare legislative program; propose law changes as appropriate; support or oppose legislation or policies</td>
</tr>
<tr>
<td>1130</td>
<td>Public Involvement/ Education</td>
<td>$ 304,083</td>
<td>$ 81,000</td>
<td>$ 385,083</td>
<td>Issue news releases, conduct public meetings, update website, annual report and awards program.</td>
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<td>1770</td>
<td>Freeway Service Patrol (FSP)</td>
<td>$ 70,336</td>
<td>$ 419,743</td>
<td>$ 490,079</td>
<td>Emergency tow truck services</td>
</tr>
<tr>
<td>1780</td>
<td>Service Authority for Freeway Emergencies (SAFE) Monterey County</td>
<td>$ 69,863</td>
<td>$ 167,207</td>
<td>$ 237,070</td>
<td>Call-box and motorist aid program</td>
</tr>
<tr>
<td>1790</td>
<td>Go831 Traveler Information Programs</td>
<td>$ 402,941</td>
<td>$ 44,000</td>
<td>$ 446,941</td>
<td>Traveler information programs such as ridesharing services, notices for construction related closures, and other activities that educate and improve mobility for Monterey County travelers</td>
</tr>
<tr>
<td>2310</td>
<td>Data Collect, Uniformity</td>
<td>$ 11,107</td>
<td>$ 30,000</td>
<td>$ 41,107</td>
<td>Collect traffic data for regional model and planning uses</td>
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<tr>
<td>2510</td>
<td>Regional Transportation Model</td>
<td>$ 9,036</td>
<td>$</td>
<td>$ 9,036</td>
<td>Participate in regional model task force, coordinate information retrieval with member agencies, review and provide input on model usage and updates</td>
</tr>
<tr>
<td>4110</td>
<td>Environmental Document Review</td>
<td>$ 22,122</td>
<td>$</td>
<td>$ 22,122</td>
<td>Review development proposals for transportation impacts, Insure consistence with regional transportation system, propose mitigation measures such as Complete Street features</td>
</tr>
<tr>
<td>CODE</td>
<td>Work Element</td>
<td>Operating Expenditures</td>
<td>Direct Expenditures</td>
<td>Total Expenditures</td>
<td>Activities</td>
</tr>
<tr>
<td>-------</td>
<td>-------------------------------------------</td>
<td>------------------------</td>
<td>---------------------</td>
<td>--------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>6140</td>
<td>Bicycle/Pedestrian Planning</td>
<td>$68,253</td>
<td>$</td>
<td>$68,253</td>
<td>Hold bike committee meetings, review projects for consistency with the Regional Transportation Plan</td>
</tr>
<tr>
<td>6148</td>
<td>Active Transportation Education Campaign</td>
<td>$17,708</td>
<td>$27,500</td>
<td>$45,208</td>
<td>Conduct public outreach and education for active transportation during Bike Week and throughout the year</td>
</tr>
<tr>
<td>6220</td>
<td>Regional Transportation Plan</td>
<td>$27,054</td>
<td>$</td>
<td>$27,054</td>
<td>Engage with cities and the County when they are developing circulation elements and other transportation related planning efforts. Coordinate with AMBAG, Caltrans and other regional agencies to initiate development of the 2022 Regional Transportation Plan.</td>
</tr>
<tr>
<td>6262</td>
<td>Regional Impact Fee - project programming, admin</td>
<td>$43,966</td>
<td>$</td>
<td>$43,966</td>
<td>Collect fees and allocate funds to fee program projects.</td>
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<tr>
<td>6410</td>
<td>Regional Transportation Improvement Program (RTIP) - Programming</td>
<td>$80,837</td>
<td>$</td>
<td>$80,837</td>
<td>Coordinate with Caltrans and other regional agencies on project programming.</td>
</tr>
<tr>
<td>6500</td>
<td>Project Development and Grant Implementation</td>
<td>$178,362</td>
<td>$50,000</td>
<td>$228,362</td>
<td>Participate in environmental review, right-of-way acquisition, engineering; apply for fund allocations, amendments or extensions, apply for grant funds, monitor fund sources and assist implementing agencies in utilizing funds</td>
</tr>
<tr>
<td>6502</td>
<td>SR 156 Corridor Project Development</td>
<td>$62,785</td>
<td>$</td>
<td>$62,785</td>
<td>Work with state and local agencies to continue project development and secure full funding for the SR 156 Corridor. Current focus is on the Castroville Boulevard Interchange.</td>
</tr>
<tr>
<td>6550</td>
<td>Complete Streets Implementation</td>
<td>$122,697</td>
<td>$510,000</td>
<td>$632,697</td>
<td>Conduct activities related to implementing &quot;Complete Streets&quot; projects. Activities include: purchasing bicycle racks and other security devices as part of the Bicycle Secure Program; design, manufacture and installation of bicycling wayfinding signs, assist local agencies in incorporating Complete Street features in local road projects, and preliminary engineering for high priority bicycle and pedestrian projects identified in Active Transportation Plan.</td>
</tr>
<tr>
<td>6710</td>
<td>Corridor Studies &amp; Regional Roadway Planning</td>
<td>$22,877</td>
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<td>$22,877</td>
<td>Participate in pre-environmental review corridor planning.</td>
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<tr>
<td>6728</td>
<td>Marina-Seaside Safe Route 2 School</td>
<td>$68,496</td>
<td>$74,768</td>
<td>$143,264</td>
<td>Conduct school safety evaluations and educational programs at schools in Marina and Seaside.</td>
</tr>
</tbody>
</table>
## Transportation Agency for Monterey County
### FY 2019-2020 Overall Work Program Summary - Funding & Activities

<table>
<thead>
<tr>
<th>CODE</th>
<th>Work Element</th>
<th>Operating Expenditures</th>
<th>Direct Expenditures</th>
<th>Total Expenditures</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>6740</td>
<td>Resource Conservation Investment Strategy</td>
<td>$81,116</td>
<td>$181,732</td>
<td>$262,848</td>
<td>Assess the vulnerability of species and habitat to climate change related stressors; develop conservation strategies to improve resiliency from the identified stressors; and define a framework to finance the implementation of these conservation strategies as compensatory mitigation from new transportation improvements.</td>
</tr>
<tr>
<td>6800</td>
<td>Rail Planning/Corridor Studies</td>
<td>$45,899</td>
<td></td>
<td>$45,899</td>
<td>Staff TAMC Rail Policy Committee, Participate in Coast Rail Coordinating Council meetings, and freight facility planning</td>
</tr>
<tr>
<td>6803</td>
<td>Passenger Rail Extension to Monterey County</td>
<td>$288,878</td>
<td>$16,947,173</td>
<td>$17,236,051</td>
<td>Prepare engineering for stations, layover facility, track improve.; acquire rights-of-way for stations, platforms and layover facility</td>
</tr>
<tr>
<td>6804</td>
<td>Monterey Branch Line Railroad Leases</td>
<td>$30,014</td>
<td>$100,000</td>
<td>$130,014</td>
<td>Conduct maintenance and operational activities related to real property owned by TAMC; including negotiating new leases or easements for compatible uses</td>
</tr>
<tr>
<td>6805</td>
<td>Railroad Fort Ord property planning</td>
<td>$199,610</td>
<td>$17,000</td>
<td>$216,610</td>
<td>Plan for mixed use facility on TAMC land on former Fort Ord base</td>
</tr>
<tr>
<td>6807</td>
<td>Salinas Rail Leases</td>
<td>$4,272</td>
<td>$15,000</td>
<td>$19,272</td>
<td>Conduct activities related to real property owned by TAMC at the Salinas station and future train layover facility.</td>
</tr>
<tr>
<td>6809</td>
<td>Rail Network Integration Study</td>
<td>$81,174</td>
<td>$200,000</td>
<td>$281,174</td>
<td>Lay the groundwork for implementing the State Rail Plan in the Monterey Bay Area</td>
</tr>
<tr>
<td>7000</td>
<td>Measure X Projects and Programs</td>
<td>$580,113</td>
<td>$1,271,678</td>
<td>$1,851,791</td>
<td>Implementation of projects and programs in Measure X</td>
</tr>
<tr>
<td>8000</td>
<td>Measure X Administration</td>
<td>$203,218</td>
<td>$19,001</td>
<td>$222,219</td>
<td>Administer Measure X implementation and operation</td>
</tr>
<tr>
<td>0000</td>
<td>Caltrans Repayment</td>
<td>$82,186</td>
<td>$82,186</td>
<td>$164,372</td>
<td>Caltrans audit repayment (fy 15-16 thru fy 24-25)</td>
</tr>
</tbody>
</table>

Totals: $3,470,140 $20,417,987 $23,888,128
RESOLUTION NO. 2019-05 OF THE
TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
FISCAL YEAR BUDGET AND OVERALL WORK PROGRAM

TO APPROVE THE 2019-2020 FISCAL YEAR BUDGET AND OVERALL WORK PROGRAM; TO APPROVE THE ESTIMATED 2020-2021 AND 2021-2022 FISCAL YEAR FUTURE BUDGETS SUBJECT TO FINAL APPROVAL IN SUBSEQUENT YEARS; TO APPROVE ADJUSTMENTS TO JOB CLASSIFICATIONS, SALARIES AND BENEFITS; TO APPROVE OUT-OF-STATE TRAVEL; AND TO DIRECT AND AUTHORIZE THE EXECUTIVE DIRECTOR OR HIS/HER DESIGNEE TO TAKE ACTION WITH RESPECT TO FEDERAL, STATE AND LOCAL FUNDING, GRANTS AND CERTIFICATIONS

WHEREAS, Chapter 3, Title 21, Section 6646 of the California Code of Regulations permits the Regional Transportation Planning Agency to allocate funds for implementation of the annual work program of the transportation planning process; and

WHEREAS, Transportation Agency for Monterey County Bylaws state that the Agency has direct control over the budget for congestion management and traffic monitoring planning, the work program, the Service Authority for Freeways and Expressways program, the Freeway Service Patrol program, and administration; and

WHEREAS, the annual California State Budget Act, which appropriates State Highway funds under local assistance for the State Transportation Improvement Program Planning, Programming and Monitoring Program, estimates $234,000 available for the Transportation Agency for Monterey County in fiscal year 2019-2020; and

WHEREAS, the Agency adopted the 2018 Regional Transportation Plan in June 2018; and

WHEREAS, the Agency’s 2019-2020 fiscal year work program and budget describes the work tasks to be completed; and

WHEREAS, the Agency has initiated the Freeway Service Patrol in Monterey County to alleviate congestion on major state routes during peak travel time, and the Agency has signed an administration agreement with the California Department of Transportation (Caltrans) and the California Highway Patrol to administer the program and the Agency must identify an official authorized to execute the Annual Freeway Service Patrol Fund transfer agreement; and

WHEREAS, the Agency Bylaws require the adoption of an annual budget by May and the Board of Directors reviewed and commented on fiscal year 2019-20 budget on February 27,
2019; and,

WHEREAS, the Agency is in compliance with:

- Section 1101(b) of Moving Ahead for Progress in the 21st Century regarding the involvement of disadvantaged business enterprises for federally funded projects; and
- The Americans with Disabilities Act of 1990;

WHEREAS, the Agency is eligible to exchange federal Regional Surface Transportation Program funds for State Highway Account funds; and

WHEREAS, the County of Monterey voters passed Measure X in November 2016 which is a retail transaction and use tax to be administered by the Agency;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Transportation Agency for Monterey County hereby:

(a) Approves the overall work program and budget for fiscal year 2019-20 of $3,470,140 for operating and $20,417,987 for direct program costs; and,

(b) Approves the estimated budget for fiscal year 2020-21 of $3,526,650 for operating and $2,070,761 for direct program costs, pending final approval no later than May 2020; and,

(c) Approves the estimated budget for fiscal year 2021-22 of $3,469,220 for operating and $8,756,811 for direct program costs, pending final approval no later than May 2021; and,

(d) Authorizes the Agency’s Regional Transportation Planning Agency Fund 683 to contain undesignated funds to provide cash flow of six months of operating expenditures while awaiting the receipt of late arriving federal, state, and local revenue grants; and,

(e) Adjusts the Agency’s job classification system to authorize staffing level of 17.0 full time equivalent staff positions; and,

(f) Approves the following salary and benefit adjustments:
   1. A cost of living adjustment of 3.0 % for all regular employees effective July 1, 2019; and,
   2. An increase in the monthly mandatory CalPERS employer health contribution per employee and retiree/annuitant from $136.00 to the amount set annually by the PERS board to reflect any change to the medical care component of the Consumer Price Index, in compliance with Section 22892 of the Public Employees’ Medical and
Hospital Care Act) effective January 1, 2020;
3. A 10% increase to the salary range for the Clerk of the Board/Senior Administrative Assistant and Accounting Assistant.

(g) Approves the following out-of-state trips in fiscal year 2019-20:
1. Up to three separate trips to Washington, D.C., by selected Board members and staff to increase legislator awareness of Agency priority rail and highway projects, programs and funding needs and to attend the Annual Transportation Research Board conference;
2. Up to five out-of-state trips associated with staff’s participation in American Public Works Association, American Planning Association, American Public Transit Association Rail or Transportation Research Board committees and conferences; and,

(h) Instructs the Executive Director or his/her designee to claim:
1. Local Transportation Funds, for transportation planning agency purposes according to state law, Public Utilities Code § 99233.1, as needed, not to exceed $908,485 to support the Local Transportation Fund Administration and Regional Transportation Planning Process, and to provide funds to cash flow agency expenditures until approved federal, state, and local grant funds are received; and,
2. Congestion Management Agency funds/ Regional Transportation Planning Assessment as needed, not to exceed $243,076 to support the Congestion Management Program and related activities, including data collection and level of service monitoring, regional transportation modeling, review of environmental documents, and regional impact fees development; and,
3. Regional Surface Transportation Program/ State Highway Account exchange project funds and interest to fund projects approved by the Board of Directors and as needed to maintain a fund balance equal to three-months of expenditures; and,
4. Regional Development Impact Fee Agency funds, not to exceed $10,000, to support the administration of the Regional Development Impact Fee Agency; and,
5. An amount not to exceed 1% for Salaries and Benefits related to the administration of Measure X from the Transportation Safety and Investment account; and,
6. Other Measure X costs as identified in the budget; and,
7. Funds from the Agency’s Undesignated Reserve for expenditures in excess of the 1% administrative costs permitted under Measure X.

(i) Designates and authorizes the Executive Director or his/her designee to:
1. Sign agreements with the State of California to receive state funds for Rural Planning Assistance, including any potential Rural Planning Assistance carryover funds from
the prior fiscal year, the State Transportation Improvement Program, Planning, Programming & Monitoring Program and State Planning Grants;
2. Submit to the State all required planning and reporting documents and claims and invoices to requisition funds;
3. Execute the Fund Transfer Agreement with Caltrans for the Freeway Service Patrol;
4. Execute documents as needed to implement the receipt of state grants for the Service Authority for Freeways and Expressways program and related state documents for implementing the program;
5. Sign the Regional Transportation Planning Process Certification;
6. Execute agreements and documents as needed to implement the receipt of federal, state and local funding and grants related to the implementation of any and all approved Agency programs and projects including the Master Fund Transfer Agreement;
7. Sign Regional Surface Transportation Program/State Highway Account exchange fund agreements with the State of California; and
8. Sign a Continuing Cooperative Agreement with AMBAG, if consistent with the adopted Overall Work Program & Budget.

PASSED AND ADOPTED by the Transportation Agency for Monterey County, State of California this 22nd day of May 2019, by the following vote:

AYES:

NOES:

ABSENT:

____________________________________________________
ROBERT HUITT, CHAIR
TRANSPORTATION AGENCY FOR MONTEREY COUNTY

ATTEST:

____________________________________________________
DEBRA L. HALE, EXECUTIVE DIRECTOR
TRANSPORTATION AGENCY FOR MONTEREY COUNTY
Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant
Meeting Date: May 22, 2019
Subject: Reports from Transportation Providers

RECOMMENDED ACTION:
RECEIVE reports from Transportation Providers:
- Caltrans Director's Report and Project Update - Gubbins
- Monterey Peninsula Airport - Sabo
- Monterey-Salinas Transit - Sedoryk
- Monterey Bay Air Resources District - Stedman

ATTACHMENTS:
- Caltrans Director Report
- Caltrans Project Update
In 2018, Caltrans completed more than 50 projects and began work on another 500 statewide—all funded through Senate Bill 1, the Road Repair and Accountability Act of 2017, and the State Highway Operation and Protection Program.

In District 5, these projects included:

- US 101 – 5.2 miles of repairs, shoulder pavement and striping, Santa Barbara County, $4.4 million
- US 101 – 4.5 miles of pavement, San Benito County, $1.4 million
- US 101, revamp two bridges, Santa Barbara County, $1.2 million
- Highway 41 – 9.32 miles of pavement preservation, San Luis Obispo County, $4.8 million
- US 101 – 16.2 miles of pavement, San Luis Obispo County, $9.1 million
- US 101 – 367 miles of striping, Santa Barbara and San Luis Obispo counties, $4.9 million
- US 101 – 379 miles of striping, San Luis Obispo and Monterey counties, $5.2 million
- US 101 – 281 miles of striping, Monterey and San Benito counties, $4.4 million

SB 1 invests $5.4 billion annually to fix the state’s transportation system. More information: [http://rebuildingca.ca.gov/](http://rebuildingca.ca.gov/)

**Asset Management Coming**

District 5 is engaging local partners in asset management implementation. The District’s strategies are based on the Caltrans 2018 California Transportation Asset Management Plan developed in partnership statewide. Nearly $2.7 billion in SB 1 funding is expected to be available statewide through 2027 to address pavement, culverts and transportation management systems as well as office buildings, roadside rest facilities and weigh stations.

Asset management calls for investing in highway infrastructure based on total life-cycle costs from design to long-term upkeep. It also stresses the fix-it-first approach using preventive maintenance to improve or preserve existing assets and not expand highway capacity. More information: [http://www.dot.ca.gov/assetmgmt/documents/TA MP_Final_03_30_18.pdf](http://www.dot.ca.gov/assetmgmt/documents/TA MP_Final_03_30_18.pdf)
Innovating Safety

District 5 is now using automated flagging assistance devices for temporary traffic control with high visibility signal heads. Just one person is needed to operate the hand-held remote control while standing well beyond the roadway and moving traffic. These devices are used in the daytime for short-term lane or road closures for bridge maintenance, haul road crossing, and guardrail and pavement repairs. They do not replace the need for trained flaggers and should only be used in locations where just one lane of approaching traffic needs control, according to the Federal Highway Administration. This equipment furthers Caltrans’ high safety goal toward zero worker and user fatalities in all travel modes. More information:

State Rail Plan Serves Central Coast

The Caltrans 2018 California State Rail Plan sets a long-term vision for prioritizing state investment in an efficient, effective passenger and freight rail system consistent with the California Transportation Plan 2040. The plan’s regional goals support:

- Running two daily intercity trains connecting the San Francisco Bay Area to Salinas via San Jose plus new stations in Pajaro, Watsonville and Castroville.
- Adding local stops along the coastal route in Soledad and King City.
- Enhancing rail connections to Gilroy.
- Providing express bus service to:
  - San Jose, Salinas, San Luis Obispo and Santa Barbara.
  - Central Valley to Paso Robles.
  - Hollister, Monterey and Santa Cruz to the statewide rail network.

More information:

D5 Climate Change Vulnerability Assessment

District 5 recently kicked off its first climate change vulnerability assessment. The study will identify specific locations for likely impacts of rising sea levels, increasing storm and wildfires, coastal erosion, changing precipitation patterns and higher temperatures. The report will feature a GIS database with online interactive mapping for public use. Caltrans will evaluate other modal vulnerabilities with local partners. Agency partners include: California Department of Water Resources, California Energy Commission, California Geological Survey, Federal Emergency Management Agency, UC-Berkeley, UC-Davis and the U.S. Army Corps of Engineers. Caltrans is producing assessments for each District. District 5’s report is scheduled for completion in fall 2019.
http://www.dot.ca.gov/transplanning/ocp/vulnerability-assessment.html

Downtown Multimodal Streetscape Plan

The City of Santa Maria recently completed its downtown multimodal plan. The $265,590 grant project emphasizes beautification efforts, activities and partnerships to connect the downtown’s retail and civic areas to Allan Hancock College, the transit center and surrounding residences. The comprehensive plan also identifies Complete Streets priorities for these locations with recommendations for future funding and implementation.

Alisal Corridor Complete Streets Plan

The City of Salinas is nearing completion on its corridor plan addressing pedestrian, transit, bicycle and vehicular needs along Alisal Street, a major local arterial. The $262,782 grant project focuses on improving safety and access for all users with recommendations for parking, infill development opportunities, funding and implementation.
# CONSTRUCTION PROJECTS

<table>
<thead>
<tr>
<th>Project</th>
<th>Location &amp; Post Mile (PM)</th>
<th>Description</th>
<th>Construction Timeline</th>
<th>Construction Cost</th>
<th>Funding Source</th>
<th>Project Manager</th>
<th>Contractor</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Highway 1 EFA Contract #05A1959 (1H780)</td>
<td>South of Gorda to Lucia (PM 8.23)</td>
<td>Remove slide at Mud Creek (PM 8.9) &amp; Paul’s Slide (PM 21.6)</td>
<td>Spring 2019—Fall 2019</td>
<td>$60 million</td>
<td>SHOPP</td>
<td>Zeke DeLlamas (RS)</td>
<td>John Madonna Construction San Luis Obispo, CA</td>
<td>Mud Creek - $54 million &amp; Paul’s Slide - $6 million.</td>
</tr>
<tr>
<td>2. Highway 1 Bridges Project (1H660)</td>
<td>From north of Gorda to Garrapata Creek Bridge (PM 11.7/63.0)</td>
<td>Bridge joint/seal and overlay</td>
<td>Summer 2018 – Spring 2019</td>
<td>$2.8 million</td>
<td>SB 1 Maintenance</td>
<td>Kelly McClain (TL)</td>
<td>American Civil Constructors West Coast Inc. Benicia, CA</td>
<td>Punchwork will continue through June.</td>
</tr>
<tr>
<td>3. Highway 1 Safety Upgrades: Hurricane Point to Rocky Creek Viaduct (1A000)</td>
<td>South of Bixby Creek Bridge to south of Rocky Creek Bridge (PM 58.3/59.8)</td>
<td>Shoulder widening, guardrail upgrades, potential retaining wall</td>
<td>March 18, 2019—Fall 2019</td>
<td>$5.3 million</td>
<td>SHOPP</td>
<td>Ken Dostalek (PD)</td>
<td>Granite Construction Company of Watsonville, CA</td>
<td>Construction began March 18, 2019.</td>
</tr>
<tr>
<td>6. Highway 68 Pavement Overlay (1H3804)</td>
<td>In Monterey from SR 1/68 separation to SPCA Road (PM 3.9/10.8)</td>
<td>Pavement Overlay with Bonded Wearing Course</td>
<td>Summer 2018 – Summer 2019</td>
<td>$3.7 million</td>
<td>SB 1 Maintenance</td>
<td>Kelly McClain (TL)</td>
<td>Mercer Fraser Company Eureka, CA</td>
<td>Project mostly complete with the exception of one mile of asphalt needing replacement—most likely to take place March through May 2019 due to warmer temperatures.</td>
</tr>
</tbody>
</table>
## CONSTRUCTION PROJECTS

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</tr>
</thead>
<tbody>
<tr>
<td>7. Highway 68 Salinas River Bridge Widening</td>
<td>East of Reservation Road undercrossing to Spreckels Boulevard undercrossing (PM R17.4/R18.0)</td>
<td>Bridge widening</td>
<td>Spring 2016 - Winter 2018/2019</td>
<td>$18 million</td>
<td>SHOPP</td>
<td>David Rasmussen (TL)</td>
<td>Viking Construction Company Rancho Cordova, CA</td>
<td>Due to excessive rain, construction completion is now expected in April 2019, weather dependent. Plant establishment to continue for one year after project completion.</td>
</tr>
<tr>
<td>8. US 101 Paris Valley 2R Rehab</td>
<td>Near King City south of Paris Valley Road undercrossing to Rancho undercrossing (PM R28.0/R30.6)</td>
<td>Pavement rehabilitation</td>
<td>Summer 2019 - Winter 2020</td>
<td>$26.9 million</td>
<td>SHOPP</td>
<td>Aaron Henkel (AN)</td>
<td>Papich Construction Company</td>
<td>Contract award approved. Project is in construction.</td>
</tr>
<tr>
<td>9. US 101 Salinas Rehabilitation</td>
<td>East Market Street overcrossing to just south of Russell/Espinosa Road (PM 87.31/R91.5)</td>
<td>Roadway rehabilitation</td>
<td>Spring 2019 – Summer 2021</td>
<td>$37 million</td>
<td>SHOPP</td>
<td>Aaron Henkel (TL)</td>
<td>Granite Rock Company, Watsonville, CA</td>
<td>Construction started, with primarily overnight work.</td>
</tr>
<tr>
<td>10. US 101 King City Combined Projects</td>
<td>Near King City from South of Wild Horse Road to Teague Avenue</td>
<td>Pavement Rehabilitation, Seismic Retrofit with widening and median barrier</td>
<td>Spring 2019——Summer 2023</td>
<td>$77.7 million</td>
<td>SHOPP</td>
<td>Aaron Henkel (TL)</td>
<td>OHL, USA, Irvine, CA</td>
<td>Construction started</td>
</tr>
<tr>
<td>Project</td>
<td>Location &amp; Post Mile (PM)</td>
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</tr>
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</tr>
<tr>
<td>11. TMS Detection Repair (1H990)</td>
<td>Various locations throughout District 5 (SRs 1, 17, 68, 156, 101) (PM Various)</td>
<td>Replace failed TMS Detection</td>
<td>Summer 2020</td>
<td>$451,000</td>
<td>SB1 SHOPP</td>
<td>Brandy Rider</td>
<td>PA&amp;ED</td>
<td>Project is in preliminary Design and the Environmental Phase.</td>
</tr>
<tr>
<td>12. Highway 1 Replace Culvert Near Limekiln Creek (0Q500)</td>
<td>Near Lucia south of Limekiln Bridge (PM 20.4)</td>
<td>Replace culvert and repair erosion</td>
<td>Fall 2021</td>
<td>$1.5 million</td>
<td>SHOPP</td>
<td>Ken Dostalek</td>
<td>PA&amp;ED</td>
<td>Plans, Specifications, and Estimate (PS&amp;E) completion date expected in December 2019.</td>
</tr>
<tr>
<td>13. Highway 1 Big Sur CAPM (1F680)</td>
<td>From Torre Canyon Bridge to Carpenter Street (PM 39.8/74.6)</td>
<td>Pavement rehabilitation</td>
<td>Spring 2020 - Fall 2021</td>
<td>$24 million</td>
<td>SB 1 SHOPP</td>
<td>Carla Yu</td>
<td>PA&amp;ED</td>
<td>Project is in Design.</td>
</tr>
<tr>
<td>14. Highway 1 Castro Canyon Bridge Rail Upgrade (1H490)</td>
<td>At Castro Canyon Bridge (PM 43.1)</td>
<td>Replace bridge rail</td>
<td>Spring 2022</td>
<td>$1.6 million</td>
<td>SHOPP</td>
<td>Ken Dostalek</td>
<td>PA&amp;ED</td>
<td>Project to upgrade existing bridge rail. Widening or replacement will also be considered. Environmental studies began in July 1, 2018.</td>
</tr>
<tr>
<td>15. Highway 1 Garrapata Creek Bridge Rail Replacement (1H800)</td>
<td>At Garrapata Creek Bridge (PM 62.97)</td>
<td>Bridge rail rehabilitation</td>
<td>Fall 2023</td>
<td>$12 million</td>
<td>SHOPP</td>
<td>Carla Yu</td>
<td>PA&amp;ED</td>
<td>Environmental studies are underway. Project is a “long lead” with a longer than normal environmental study period needed to develop a context sensitive solution for the bridge rail with historic structures.</td>
</tr>
</tbody>
</table>
### PROJECTS IN DEVELOPMENT

<table>
<thead>
<tr>
<th>Project</th>
<th>Location &amp; Post Mile (PM)</th>
<th>Description</th>
<th>Construction Timeline</th>
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<th>Phase</th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>16.</strong> Highway 1 Garrapata Creek Bridge Rehab (1H460)</td>
<td>At Garrapata Creek Bridge (PM 63.0)</td>
<td>Electrochemical Chloride Extraction (ECE) of bridge structure</td>
<td>Spring 2023</td>
<td>$18 million</td>
<td>SHOPP Carla Yu DESIGN</td>
<td>Project has entered Design Phase.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>17.</strong> Highway 68 Pacific Grove ADA Pathway (1H220)</td>
<td>From 17 Mile Drive to Congress Avenue (PM 0.5/0.8)</td>
<td>Provide accessible pathway</td>
<td>Winter 2022</td>
<td>$0.75 million</td>
<td>SHOPP Mike Lew PA&amp;ED</td>
<td>PA&amp;ED began in June 23, 2018.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>18.</strong> Highway 68 Pacific Grove CAPM (1H000)</td>
<td>From Forest Avenue to the SR 1/68 Junction (PM 1.1/L4.3)</td>
<td>Pavement preservation</td>
<td>Winter 2022</td>
<td>$3.1 million</td>
<td>SHOPP Carla Yu DESIGN</td>
<td>Project has entered Design Phase.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>19.</strong> US 101 Camp Roberts SRRA Infrastructure Upgrade (1H020)</td>
<td>Northbound and southbound at the Camp Roberts Rest Area (PM R2.9/R5.3)</td>
<td>Safety roadside rest area infrastructure upgrade</td>
<td>Winter 2020</td>
<td>$5.5 million</td>
<td>SHOPP Carla Yu PS&amp;E/RW</td>
<td>Project is in Design.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>20.</strong> US 101 San Antonio River Bridge-Seismic Retrofit (1F820)</td>
<td>Near King City at the San Antonio River Bridge (PM R6.7)</td>
<td>Seismic retrofit 2 bridges</td>
<td>Winter 2021</td>
<td>$11 million</td>
<td>SHOPP Carla Yu DESIGN</td>
<td>Project is in Design.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>21.</strong> US 101 North Soledad OH Deck Replacement (0F970)</td>
<td>North Soledad Bridge (PM 62.1/63.2)</td>
<td>Bridge replacement</td>
<td>Summer 2021</td>
<td>$6.6 million</td>
<td>SHOPP Ken Dostalek PS&amp;E/RW</td>
<td>Design is 95% complete. Project requires multiple agreements with Union Pacific Railroad that may extend the Design phase. Expected to advertise for construction in March 2020.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## PROJECTS IN DEVELOPMENT

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<tr>
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<tr>
<td>22. US 101 Monterey-San Benito Co Roadside Safety Improvements (1F900)</td>
<td>In Monterey and San Benito Counties North Gonzales to SCL Line (PM 73.0/96.8)</td>
<td>Roadside safety improvements</td>
<td>Fall 2020 - Spring 2021</td>
<td>$2.8 million</td>
<td>SHOPP</td>
<td>Brandy Rider</td>
<td>PS&amp;E/RW</td>
<td>PS&amp;E to be contracted out for Design.</td>
</tr>
<tr>
<td>25. US 101 Prunedale Rehab (1H690)</td>
<td>Near Prunedale North of Boronda Road overcrossing to Monterey/San Benito County Line (PM R91.5/101.3)</td>
<td>Pavement rehabilitation</td>
<td>Winter 2022</td>
<td>$49 million</td>
<td>SB 1 SHOPP</td>
<td>David Silberberger</td>
<td>PA&amp;ED</td>
<td>The environmental document is now expected to be completed in September 2020.</td>
</tr>
<tr>
<td>26. Highway 156 Castroville Overhead (0A090)</td>
<td>On SR 156 between the SR 183/156 separation and Castroville Boulevard (PM R1.1/R2.1)</td>
<td>Replace Bridge Railing</td>
<td>Spring 2020</td>
<td>$4.5 million</td>
<td>SHOPP</td>
<td>David Silberberger</td>
<td>PS&amp;E/RW</td>
<td>Design of the structure continued. Due to additional delays in the railroad process, the start date for construction has moved out one year to Summer of 2022.</td>
</tr>
</tbody>
</table>
## Projects in Development

<table>
<thead>
<tr>
<th>Project</th>
<th>Location &amp; Post Mile (PM)</th>
<th>Description</th>
<th>Construction Timeline</th>
<th>Construction Cost</th>
<th>Funding Source</th>
<th>Project Manager</th>
<th>Phase</th>
<th>Comments</th>
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<tbody>
<tr>
<td>27.</td>
<td>Highway 156 West Corridor (31600)</td>
<td>Between Castroville and Prunedale (PM R1.6/T5.2)</td>
<td>Construct new 4-lane divided freeway and new interchanges</td>
<td>Fall 2019 – Fall 2023</td>
<td>$264 million</td>
<td>STIP Federal Demo</td>
<td>David Silberberger</td>
<td>PA&amp;ED</td>
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<td>28.</td>
<td>Highway 218 Seaside ADA (1H230)</td>
<td>From Del Monte Road to Fremont Boulevard (PM R0.2/L0.9)</td>
<td>ADA compliant pedestrian access</td>
<td>Spring 2022</td>
<td>$1 million</td>
<td>SHOPP</td>
<td>Mike Lew</td>
<td>PA&amp;ED</td>
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</table>

### ACRONYMS USED IN THIS REPORT:

- **ADA**: Americans With Disabilities Act
- **EIR**: Environmental Impact Report
- **PA&ED**: Project Approval and Environmental Document
- **PS&E**: Plans, Specifications, and Estimates
- **SB**: Senate Bill, the Road Repair and Accountability Act of 2017
- **SCL**: Santa Clara County Line
- **SHOPP**: Statewide Highway Operation and Protection Program
- **SR**: State Route
- **TMS**: Traffic Management System
- **R/W**: Right of Way
Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant
Meeting Date: May 22, 2019
Subject: Reports on meetings attended by Board Members

RECOMMENDED ACTION:
RECEIVE reports on meetings attended by Board Members at Transportation Agency expense, as required by state law.

ATTACHMENTS:

- LeBarre - Trip Report for California Passenger Rail Conference
To: Debbie Hale, Executive Director, TAMC; TAMC Board of Directors
From: Mike LeBarre, Chair-Rail Policy Committee, Director/City of King
Subject: Trip Report: California Passenger Rail Conference, Oakland, CA.

I attended the California Passenger Rail Conference held in Oakland, CA. April 25th. This year the conferenced focused on innovative technologies to improve passenger travel experience, Transformative megaprojects, passenger rail vehicle developments, and initiatives to reduce rail’s carbon footprint.

I attended the following meetings and sessions:

- Keynote Speaker: Ryan Russo, Director, Oakland Department of Transportation
- Megaregional Rail Megaprojects: Speakers from San Diego Association of Governments, San Juaquin Regional Rail Commission, and Metrolink
- Megaregional Rail Projects Discussion Session: Kyle Gradinger, Assistant Chief, Div. of Rail and Mass Transportation, Caltrans
- Sustainability Initiatives: Speakers from Capitol Corridors Joint Powers Authority and San Jose Department of Transportation
- Enhancing Passenger Experience: Speakers from DB Engineering and Consulting, Metropolitan Transportation Commission, and Xentrans.
- California’s Integrated Travel/Ticketing Program: Chad Edison, Deputy Secretary California State Transportation Agency and Speakers from the city and county of San Francisco, and UrbanLabs LLC

The conference was informative and gave me the opportunity to meet peers and learn about their rail organizations. I appreciated the opportunity to meet Deputy Secretary of the California State Transportation Agency, Chad Edison and discuss rail along the coast corridor. One subject I found particularly interesting was the discussion of passenger experience. This is an issue I believe will become more important as travel options expand and customer choices will move the industry toward better value, comfort, and amenities.

Submitted by: Mike LeBarre
Agenda Item 3.1.1

Memo

To: Board of Directors
From: Maria Montiel, Administrative Assistant
Meeting Date: May 22, 2019
Subject: TAMC Draft Minutes of April 24, 2019

RECOMMENDED ACTION:
APPROVE minutes of the Transportation Agency for Monterey County (TAMC) the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for April 24, 2019.

ATTACHMENTS:
- Draft TAMC April 24 2019 minutes
## TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
### SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
#### MONTEREY COUNTY REGIONAL DEVELOPMENT IMPACT FEE
##### JOINT POWERS AGENCY
### DRAFT MINUTES OF APRIL 24, 2019 TAMC BOARD MEETING
#### HELD AT THE
Agricultural Center Conference Room
1428 ABBOTT STREET, SALINAS

<table>
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<th>TAMC BOARD MEMBERS</th>
<th>MAY 18</th>
<th>JUN 18</th>
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<th>SEP 18</th>
<th>OCT 18</th>
<th>DEC 18</th>
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Page 51 of 123
1. **CALL TO ORDER**

Chair Huitt called the meeting to order at 9:00 a.m. Board member Michael LeBarre led the pledge of allegiance.

2. **PUBLIC COMMENTS**

None this month.
3. CONSENT AGENDA

M/S/C Lopez/Smith/ unanimous

The Board approved the consent agenda with the following edit on item 3.1.1: Board member Lopez commented that he received 30 letters from kids from San Lucas asking for sidewalks, so they could get to school safely. Mr. Lopez asked for more attention to rural communities such as San Lucas and San Ardo that lack basic infrastructure.

Board member Delgado arrived after approval of the Consent Agenda.

ADMINISTRATION and BUDGET

3.1.1 Approved minutes of the Transportation Agency for Monterey County, the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for Monterey County meeting of March 27, 2019.

3.1.2 Accepted the list of checks written for March 2019 and credit card statements for the month of February 2019.

3.1.3 Approved revisions of the Administrative Policies.

3.1.4 Received report on conferences or trainings attended by agency staff.

BICYCLE, PEDESTRIAN, TRANSIT and SOCIAL SERVICES

3.2.1 No items this month.

PLANNING

3.3.1 No items this month.

PROJECT DELIVERY and PROGRAMMING

3.4.1 Regarding Grant Preparation Assistance:

1. Approved and Authorized the Executive Director to execute a contract with Cathedral Oaks Consulting, subject to approval by Agency Counsel, in an amount not-to-exceed $150,000 to provide grant preparation assistance services through June 30, 2022;

2. Approved the use of Measure X funds budgeted to this project; and

3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount, subject to approval by Agency Counsel.

3.4.2 Regarding Safe Routes to School Program Implementation Request for Proposals:

1. Approved the release of a Request for Proposals for consultants to assist in expanding the Measure X Safe Routes to School Program implementation; and

2. Directed staff to release the request for proposals to potential consultants at a not-to-exceed amount of $1,580,000, including an initial three-year contract and three optional one-year contract extensions.
3.4.3 Regarding Pavement Management Program Services:

1. Approved and Authorize the Executive Director to execute contract renewal and amendment with Nichols Consulting Engineers, CHTD, subject to approval by Agency Counsel, in an amount not to exceed $13,716 to provide Pavement Management Program services, and extend the term of the agreement to December 31, 2019;

2. Approved the use of Measure X funds budgeted to the Pavement Management Program; and

3. Authorize the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract amendment, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved agreement term or amount.

RAIL PROGRAM

3.5.1 Regarding Salinas Rail Project - HDR Engineering Contract Amendment #6:

1. Approved and Authorized the Executive Director to execute contract amendment #6 with HDR Engineering Inc., subject to approval by Agency Counsel, in an amount not to exceed $297,151, to complete the design work for Package 1 at the Salinas train station, and to extend the contract deadline by eighteen months from June 30, 2019 to December 31, 2020;

2. Authorized the use of state funds budgeted to this project;

3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount; and

4. Approved sole source finding.

3.5.2 Regarding Rail Network Integration Study Contract:

1. Approved and Authorized the Executive Director to execute a contract with AECOM, subject to approval by Agency Counsel and the Independent Office of Audits and Investigations, in an amount not to exceed $350,000, to prepare a Monterey Bay Area Rail Network Integration Study, for the period ending June 30, 2021;

2. Approved the use of Transit and Intercity Rail Capital Program funds budgeted to this purpose; and

3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

REGIONAL DEVELOPMENT IMPACT FEE

3.6.1 No items this month.
COMMITTEE MINUTES

3.7.1 Received Transportation Agency for Monterey County correspondence for March 2019.

3.7.2 Accepted draft minutes from Transportation Agency committees:
   • Technical Advisory Committee – April 4, 2019
   • Rail Policy Committee – no meeting
   • Executive Committee – April 3, 2019
   • Bicycle and Pedestrian Committee – April 3, 2019
   • Excellent Transportation Oversight Committee (xTOC) – April 16, 2019

4. EMPLOYEE OF THE QUARTER

Chair Huitt and Director Hale presented Transportation Agency Employee of the Quarter for January-March 2019 to Christina Watson. Executive Director Debbie Hale noted that the Agency employees recognized Christina Watson for her professionalism and diligence in representing the Agency in various forums, her proficiency in a variety of computer programs, and her review of agenda packets. Most notably they appreciated her tireless work on the Salinas Rail Extension project, the Coast Rail service and the TMC Legislative Program.

5. CLOSED SESSION

The Board held a closed session pursuant to Government Code section §54956.9 (d)(1), the Board will confer with legal counsel regarding existing litigation:
   1. TAMC v. Olga Chisum, et al., Court Number 17CV001194
   2. TAMC v. MWM Investments, Court Number 17CV001231

Reconvened: Agency Counsel Reiman reported that the TAMC Board met, and she noted that a settlement was reached on Item 1.

6. SALINAS RAIL STATION PACKAGE 1 CONSTRUCTION CONTRACT

M/S/C Lopez/Davis/ unanimous

Salinas Rail Project Package 1 - Construction Contract:

1. Approved the project plans and specifications;

2. Approved and authorized the Executive Director, subject to approval by Agency Counsel and Caltrans Audits and Investigations, to execute a contract with Monterey Peninsula Engineering in an amount not to exceed $7,487,989, with an anticipated completion date of September 2020, for construction of the Package 1 Improvements at the Salinas Train Station;

3. Authorized the use of funds from the approved project budget for this work in an amount not to exceed $7,487,989, and $1,123,200 as a contingency fund for change orders; and

4. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work or change the approved contract amount or term.
Laurie Williamson, Senior Engineer, reported that on December 11, 2018, the Transportation Agency published bid documents for qualified contractors to construct the Package 1 improvements at the Salinas Train Station. On March 19, 2019, TAMC held the bid opening and received seven bids. She noted that Monterey Peninsula Engineers is the lowest bidder and TAMC staff recommends approving the contract with MPE for construction of the Package 1 site improvements TAMC has been working with the City of Salinas and other utility providers. The utility relocations are expected to begin by the end of April. TAMC has obtained a Caltrans Encroachment Permit and expect to have the required City of Salinas permits shortly. The current schedule anticipates completion of Package 1 construction by fall 2020.

**7. 2019 FIVE-YEAR INTEGRATED FUNDING PLAN**

Received the presentation of the draft 2019 Five-Year Integrated Funding Plan.

Mike Zeller, Principal Transportation Planner reported that the draft 2019 Integrated Funding Plan is designed to identify projects that will be strong candidates for specific matching fund programs, and to identify a funding pathway to bring projects to construction over the next five years. Mr. Zeller reviewed the projects and provided a status update on several. He noted that the California Transportation Commission will release a draft of the 2020 State Transportation Improvement Program (STIP) fund estimate in June and will adopt the county shares in August, which will provide information on how much TAMC will have to program to its regional projects.

In conclusion, Mr. Zeller reported that Agency staff will update the 2019 Integrated Funding Plan based on the 2020 STIP fund estimate and return to the Board with a revised funding plan for Board approval in September. The plan will guide the development of the Agency’s proposal for programming Monterey County’s STIP funding share, called the Regional Transportation Improvement Program, which is then due to the California Transportation Commission by December 15, 2019.

Board member LeBarre asked if the Measure X projects in the funding plan reflect both regional and local funding. Mr. Zeller noted that only regional funds are referenced in the program. Mr. LeBarre also noted that Highway 25 road has more vehicle traffic combined with a lot of bicyclists and motorcyclists, and as such he requested that Caltrans install Share The Road signs on Highway 25. He noted that he agrees that there is a need for sidewalks in San Lucas and San Ardo.

Board member Smith asked who will maintain the Fort Ord Regional Trail and Greenway. Director Debbie Hale replied that trail maintenance will be handled on a segment by segment basis. In some cases, the underlying cities or other jurisdictions (i.e. CSUMB) will maintain the trail, and in other cases TAMC will be coordinating with cities and Monterey Regional Open Space District.

Board ex officio Sabo asked how TAMC will decide the sequencing of projects – for instance the fact that Highway 68 is not going to construction for 5 years. Mr. Zeller noted that the timing of projects is primarily based on project readiness and that the Highway 68 project is only currently in environmental review.

Board member Lopez suggested that if there is extra Measure X funding that TAMC should look at prioritizing sidewalk construction projects in underserved areas.
8. STATE LEGISLATIVE UPDATES

M/S/C Bruce/Kerr/unanimous

The Board received an update on legislative activities and adopted positions on legislation.

Christina Watson, Principal Transportation Planner, reported that on March 20, TAMC Chair Robert Huitt, Executive Director Debbie Hale and Principal Transportation Planner Christina Watson participated in the Central Coast Coalition’s 10th Annual Legislative Day. Gus Khouri arranged meetings with Governor Newsom, his cabinet, the California State Transportation Agency, California Transportation Commission, and the Central Coast’s seven legislative delegation members.

She noted that Assembly Member Rivas submitted a budget request for $10 million for the State Route 156/ Castroville Boulevard Interchange. She reported that SB 628 (Caballero), TAMC’s Prunedale Bypass right-of-way sale bill, was approved on consent by the Senate Transportation Committee at their April 9th hearing.

Ms. Watson reviewed the bill matrix and asked for TAMC approval of these recommended positions:
- AB 1112 (Friedman): Motorized scooters: local regulation: Watch.
- AB 1402 (Petrie-Norris): Reduces competitive funding share of Active Transportation Program: Oppose.
- SB 25 (Caballero and Glazer): Provides CEQA streamlining for projects funded by qualified opportunity zone funds or other public funds: Support.
- SB 742 (Allen): Allows Amtrak buses to carry non-rail passengers: Support.

Board member Huitt why staff is not recommending a support position on ACA 1, the measure to reduce the voter threshold for housing and related projects. Ms. Watson noted that the bill is not directly related to transportation, but she will bring it to the Executive Committee meeting in June for discussion.

Board member Delgado asked why TAMC supports legislation that prioritizes safety improvements over projects that reduce life-threatening greenhouse gas emissions. Ms. Watson noted that there is plenty of specific funding for greenhouse gas emissions projects, which TAMC is pursuing for projects such as transit and active transportation, but that the funding source affected by the bill in question is intended for safety projects, such as the US 101 South of Salinas corridor.

Board member Kerr asked for information on opportunity zones. Staff noted that they are federally-designated areas in which there are tax credits for investments. In Monterey County there are opportunity zones in: Salinas, Seaside, Marina and King City.

9. REPORTS FROM TRANSPORTATION PROVIDERS

Caltrans – Ailene Loe reported that April is Safety Awareness month, adding that safety is Caltrans’ highest priority. On May 25th Caltrans is honoring those who have fallen in the course of duty. She everyone to slow down when you are driving through work zones.

Board member Hawthorne noted that on the Highway 1 corridor before entering Pebble Beach there is a lot of litter. Ms. Loe responded that District 5 will request a cleanup.

Monterey Regional Airport District – Bill Sabo, Airport Board Member, reported that the new service to Dallas is going well and that American Airlines will have another new service during the summer. The Airport has received compliments on the speedy TSA screening and refurbished runways. The Airport is currently in preparation for the US Open. Fly Monterey!
Monterey-Salinas Transit District – Carl Sedoryk, General Manager, reported that construction of the new restroom and renovations at the Salinas Transit Center has started. He announced that National Get On Board Day is on Thursday, April 25, 2019; MST will be at the Monterey Transit Plaza with prizes and information on employment opportunities. He encouraged interested parties to visit the website at mst.org for more information.

Monterey Bay Air Resources District – Richard Stedman, Air Pollution Control Officer, announced that the Air District is sponsoring an Electric Vehicle Event on Sunday, April 28. He noted that May is Clean Air Month. He also noted that there is over $1.1 billion in the District’s electric vehicle incentive program. He announced that the Clean Air Leaders Awards will be on Thursday, May 16th, 6:30 to 8:30 p.m.; there will be over 26 awardees and the District will honor former Supervisor Simon Salinas.

California State University Monterey Bay – No report

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

None this month.

11. EXECUTIVE DIRECTOR’S REPORT

Executive Director Hale:

- Congratulated Rich Deal, Principal Engineer, who has been selected as the national American Public Works “Exceptional Performance - Safety Award” winner.
- Congratulated Caltrans for winning an APWA national award for Disaster Relief for the Highway 1 - Mud Creek Project
- Announced Safe Routes to School pop-up events in Seaside May 1st and Marina May 14th. She encouraged everyone to stop by to test out the new bikeway and sidewalk designs.
- Noted that the TAMC Annual Reports are being printed and will include the first Measure X Transportation Oversight Committee (XTOC) Annual report; she added that a few cities did not submit all the audit report information, which will be mentioned in the report.

12. ANNOUNCEMENTS AND/OR COMMENTS

Board member LeBarre thanked the Agency for attending the King City Ciclovia event. He noted that about 1,000 community members attended, and he hopes to have another event in the future.

Board alternate Askew thanked Transportation Agency staff for the school pop-up events and asked staff to email the event information to the Board, city council members and school board members as soon as possible.

Board member Kerr thanked Transportation Agency staff for the outreach on the Fort Ord Regional Trail and Greenway in Del Rey Oaks last Saturday.

Board member Delgado asked staff to work on improving the sound system for the next meeting.

13. ADJOURNMENT

Chair Huitt adjourned the meeting at 10:45 a.m.
RECOMMENDED ACTION:
ACCEPT the list of checks written for the month of April 2019 and credit card statements for the month of March 2019.

SUMMARY:
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.

FINANCIAL IMPACT:
The checks processed this period total $550,710.89, which includes checks written for April 2019 and payments to the March 2019 Platinum Plus for Business Credit Card statement.

DISCUSSION:
During the month of April 2019 normal operating checks were written, as well as checks for the Salinas Rail Extension Kick Start project as follows: $36,879.80 to HDR Engineering Inc. for engineering services, $90,576.61 to Meyers, Nave, Riback, Silver & Wilson for legal right of way work, $42,302.74 to MNS Engineers, Inc. for construction management services.

In addition, checks were written for other projects as follows: $70,299.22 to Alta Planning + Design Inc. for environmental work for the FORTAG Project, $41,273.97 to Ecology Action for services for the safe routes to school program for Marina/Seaside, $22,005.00 to Saris Cycling Group Inc. for safe routes to school popup simulation equipment, $254.46 to Overland, Pacific & Cutler, Inc. for appraisal service for California American Water pipeline easement, and $10,250.00 to AMF Media Group for graphic design work for the TAMC Annual Report.

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<td>986.57</td>
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<td>Travel for Calcog Leadership Forum and Central Coast Leg Day</td>
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<tr>
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<td>EFT Christina Watson</td>
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<tr>
<td>04/05/2019</td>
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<td>194,878.07</td>
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<tr>
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<td>18707 AT &amp; T (Carol Stream, IL)</td>
<td>383.14</td>
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<td>18708 California Premier Restoration</td>
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<td>04/05/2019</td>
<td>18709 Elouise Rodriguez</td>
<td>174.98</td>
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<td>04/05/2019</td>
<td>18710 Enterprise Rent-a-Car</td>
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<td>18714 United Way of Monterey County</td>
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<tr>
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<td>04/09/2019</td>
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<td>18735 Lincoln National Life Insurance Co.</td>
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<tr>
<td>04/19/2019</td>
<td>18737 MNS Engineers, INC.</td>
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<td>18738 Monterey County Business Council</td>
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### Transportation Agency for Monterey County (TAMC)
#### Union Bank Operating Account

**April 30, 2019**

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<td>Pers Retirement PEPRA</td>
<td>740.67</td>
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</tr>
<tr>
<td>04/19/2019 EFT</td>
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<td>Graniterock</td>
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<td>75,433.07</td>
<td>Grant Funds for HWY 128 and Pajaro to Prunedale Traffic Studies</td>
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<tr>
<td>04/25/2019 DEP</td>
<td>Saroyan and Eagle Creek Pacific LLC</td>
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<td>Railroad Right of Way Rent</td>
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<td>04/25/2019 EFT</td>
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<td>Bank Service Charges</td>
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<td>Calcog</td>
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<td>Calcog Leadership Training - to be Reimbursed from RPA</td>
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<td>Monterey Peninsula Chamber of Commerce</td>
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<td>Petty Cash</td>
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<td>Miscellaneous Office Expenses</td>
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<td>Plaza Circle, Ltd</td>
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<td>Smile Business Products</td>
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<td>Office Copier Expenses</td>
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<td>Uretsky Investigations</td>
<td>170.00</td>
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<td>Valero Marketing and Supply</td>
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**TOTAL**

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<td>884,102.33</td>
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# Credit Card Statement

**DEBRA L HALE**

**Platinum Plus® for Business**

**Account Information:**
www.bankofamerica.com

**Mail Billing Inquiries to:**
BANK OF AMERICA
PO BOX 982238
EL PASO, TX 79998-2238

**Mail Payments to:**
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

**Customer Service:**
1.800.673.1044, 24 Hours

**TTY Hearing Impaired:**
1.888.500.6267, 24 Hours

**Outside the U.S.:**
1.509.353.6656, 24 Hours

**For Lost or Stolen Card:**
1.800.673.1044, 24 Hours

**Business Offers:**
www.bankofamerica.com/mybusinesscenter

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## Payment Information

<table>
<thead>
<tr>
<th>Description</th>
<th>Reference Number</th>
<th>Amount</th>
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</thead>
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<td>$1,460.99</td>
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<tr>
<td>Minimum Payment Due</td>
<td></td>
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</tr>
<tr>
<td>Payment Due Date</td>
<td>05/01/19</td>
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</tr>
<tr>
<td>Late Payment Warning: If we do not receive your</td>
<td></td>
<td></td>
</tr>
<tr>
<td>minimum payment by the date listed above. You</td>
<td></td>
<td></td>
</tr>
<tr>
<td>may have to pay a fee based on the outstanding</td>
<td></td>
<td></td>
</tr>
<tr>
<td>balance on the fee assessment date:</td>
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<td></td>
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<tr>
<td>$19.00 for balance less than $100.01</td>
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<tr>
<td>$29.00 for balance less than $1,000.01</td>
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<td>$39.00 for balance less than $5,000.01</td>
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<td>$40.00 for balance equal to or greater than $5,000.01</td>
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</table>

**Minimum Payment Warning:** If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

## Account Summary

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<tr>
<th>Description</th>
<th>Amount</th>
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<tr>
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<tr>
<td>Payments and Other Credits</td>
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<td>Balance Transfer Activity</td>
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<td>Cash Advance Activity</td>
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<td>Purchases and Other Charges</td>
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<tr>
<td>Fees Charged</td>
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<td>Finance Charge</td>
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<tr>
<td>Credit Limit</td>
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<td>Credit Available</td>
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## Transactions

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<th>Description</th>
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<td><strong>Payments and Other Credits</strong></td>
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<td>PAYMENT - THANK YOU</td>
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<td></td>
<td><strong>TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD</strong></td>
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<tr>
<td>03/07</td>
<td>03/06</td>
<td><strong>Purchases and Other Charges</strong></td>
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<td>03/18</td>
<td>03/15</td>
<td>CHEVRON 0206386 SALINAS CA</td>
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<td>03/15</td>
<td>COPYMAT SALINAS CA</td>
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<td>03/21</td>
<td>03/19</td>
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**Account Number:**
March 05, 2019 - April 04, 2019

New Balance Total .................................... $1,460.99
Minimum Payment Due ................................. $14.61
Payment Due Date ................................. 05/01/19

Enter payment amount

$ 

---

For change of address/phone number, see reverse side.

Mail this coupon along with your check payable to:
BUSINESS CARD,
or make your payment online at
www.bankofamerica.com
Transactions

<table>
<thead>
<tr>
<th>Posting Date</th>
<th>Transaction Date</th>
<th>Description</th>
<th>Reference Number</th>
<th>Amount</th>
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<td>03/28</td>
<td>03/27</td>
<td>Intuit *Payroll 800-446-8848 CA</td>
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<tr>
<td>03/28</td>
<td>03/27</td>
<td>MAILCHIMP *MONTHLY MAILCHIMP.COMGA</td>
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</table>

**TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD**

- $650.00
- $50.00
- **$1,460.99**

**Finance Charge Calculation**

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

<table>
<thead>
<tr>
<th>Transaction Type</th>
<th>Annual Percentage Rate</th>
<th>Balance Subject to Interest Rate</th>
<th>Finance Charges by Transaction Type</th>
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**V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.**

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  Covers you for one additional year, on top of the manufacturer's warranty

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  Protects you in case of unauthorized use of your card

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2 Claims may only be filed against posted and settled transactions subject to dollar limits and subsequent verification, including providing all requested information supporting fraudulent use claim. Refer to your Business Card Agreement for further details. Mastercard and Purchase Assurance are registered trademarks of Mastercard International Incorporated, and are used by the issuer pursuant to license.

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**Customer Service:**
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**For Lost or Stolen Card:**
1.800.673.1044, 24 Hours

**Business Offers:**
www.bankofamerica.com/mybusinesscenter

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### Transactions

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**Business Card**
PO BOX 15796
WILMINGTON, DE 19886-5796

**ELOUISE RODRIGUEZ**
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For change of address/phone number, see reverse side.

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Page 65 of 123
Transactions

<table>
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Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

<table>
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<th>Annual Percentage Rate</th>
<th>Balance Subject to Interest Rate</th>
<th>Finance Charges by Transaction Type</th>
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<tr>
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V = Variable Rate (rate may vary). Promotional Balance = APR for limited time on specified transactions.

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  Protects you in case of unauthorized use of your card²

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² Claims may only be filed against posted and settled transactions subject to dollar limits and subsequent verification, including providing all requested information supporting fraudulent use claim. Refer to your Business Card Agreement for further details.

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Agenda Item 3.1.3

Memorandum

To: Board of Directors
From: Todd Muck, Deputy Executive Director
Meeting Date: May 22, 2019
Subject: Conferences and Training Attended by Agency Staff

RECOMMENDED ACTION:
RECEIVE report on conferences or trainings attended by agency staff.

SUMMARY:
Agency staff attend 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.

FINANCIAL IMPACT:
Expenses related to staff training are included in the Travel and Training item in the adopted Agency budget.

DISCUSSION:

From September 2018 to April 2019 Deputy Executive Director Todd Muck participated in the California Councils of Government (CalCOG) California Academy for Regional Leaders (CARL) program. There were six two-day sessions, held at locations around California. Sessions included skills building activities, discussions related issues important to California’s regional governments, team building and networking activities, and site visits to gain a deeper understanding of key policy issues shaping California.

On April 8-11, 2019, Community Outreach Coordinator Theresa Wright attended the California Association of Public Information Officials (CAPIO) annual conference in Newport Beach, CA. She attended a range of sessions that covered tools and strategies to improve communication and customer service.

On April 24-25, 2019, Principal Transportation Planner Christina Watson attended the California Passenger Rail Summit in Oakland, CA. This was an excellent networking opportunity with rail
experts and transportation officials from around the state.

Summaries for each of these activities are attached.

**ATTACHMENTS:**

- CalCOG CARL Program summary
- CAPIO Conference summary
- Rail Summit summary
Memorandum

To: Board of Directors
From: Todd Muck, Deputy Executive Director
Meeting Date: May 22, 2019
Subject: CalCOG California Academy for Regional Leaders

From September 2018 to April 2019 I participated in the California Councils of Government (CalCOG) California Academy for Regional Leaders (CARL) program. I was one of 23 participants in the first inaugural CARL program class. The program is open to mid-career professionals working in regional governments in California. Participants are selected for diversity in life experience, geography, type of agency, and professional experience.

There were six two-day sessions, held at locations around California. Sessions included skills building activities, discussions related issues important to California’s regional governments, team building and networking activities, and site visits to gain a deeper understanding of key policy issues shaping California. CARL participants were assigned to teams who worked independently to investigate and make recommendations on an issue of regional importance identified by a CalCOG member agency or a State agency. Highlights of each two-day session include:

September – Sacramento:
- Leadership discussions
- Building relationships in the work place
- Personality survey
- Leadership in transportation – Will Kempton

October – Long Beach:
- Strategic planning
- Business writing skills
- Visionary Leadership
- Port of Los Angeles tour

November – Contra Costa:
- What is a region?
- Think strategically about regional government
- Book assignment – The Color of Money
- Navigating careers & success
- Tour of GoMomentum Station (Autonomous Vehicle testing facility)
January – Stockton:
- Meaningful community engagement
- Gallup Strengthsfinder
- Career journey: Andy Chelsey

February – Monterey:
- Communicating for success and story telling
- Career Journey: Debbie Hale
- Tour of Taylor Farms Cooler
- Navigating the political world of local government
- Book assignment – *So You Want to Talk About Race*

April – Sacramento:
- Emotional intelligence
- Effective change management
- Ethics
- Team presentations
- Graduation!

My CARL team was tasked to investigate and propose additional methodologies to demonstrate how transportation projects proposed in Affordable Housing and Sustainable Communities (AHSC) grant applications improve access to destinations important to disadvantaged communities and low-income community residents. The team wrote a memo to the State agency who submitted the issue, the California Strategic Growth Council, and the team made a presentation the executive directors at the April 29, 2019 California Councils of Government COG Directors meeting.

Now that the 2018/19 CARL program is finished participants transition to CARLA - California Academy for Regional Leaders Alumni. Our goal is to maintain the professional network created through the CARL program and expand the network with future CARL participants.
Memorandum

To: Todd Muck, Deputy Executive Director
From: Theresa Wright, Community Outreach Coordinator
Date: April 16, 2019
Subject: 2019 CAPIO CONFERENCE

I attended the California Association of Public Information Officials (CAPIO) annual conference at the Hyatt Regency Newport Beach, CA., on April 8-11, 2019.

Here are the summaries of the sessions I attended:

Navigating Storytelling, Humor and Speechwriting as a Government Communicator
Eric Schnure, consultant and author, “The Political Speechwriter’s Companion” provide real world examples about how good communication impacts communities and stakeholders.

The New Normal: Customer Service Through Social Media
As more and more government business moves online, people are turning to social medial as the most effective way to get their questions answered or make suggestions. This session focused on the importance of expediting responses, tips for dealing with negative public feedback (and how to turn that into a positive interaction) and walk away with a system for tracking inquiries on social media and their successful resolution.

For the Love of Cities and Communities
This session by Peter Kageyama, author of “For the Love of Cities” talked about how to create more engaged citizens without using major resources. His presentation highlighted what the role of technology is in the process and how it builds social capital. His examples from the “Most Loveable” cities demonstrated the economic benefits to emotional engagement and how to engage citizens as development resources.

Using Nextdoor to Communicate with Residents
The best session of the conference! While this session showcased how to use Nextdoor to improve community relations, increase trust and provide meaningful opportunities for neighbors to build community and collaborate with public agencies, the real benefit was the opportunity to talk one-on-one with the presenter, Parisa Safazaden. Ms. Safazaden is the new public agencies representative for Nextdoor. I was able to talk to her and explain our frustrations and the challenges we are having to get Nextdoor to approve our request for business “service” account, similar to what other jurisdictions and SCRTC have, as opposed to the Maple Park “neighborhood” account that they have limited us to. Ms. Safzaden has agreed to work with us on this issue.

Instagram Stories for Government Agencies
Instagram is one of the most popular platforms with millennials and Gen-Zs. This workshop showed how to take advantage of the platform and incorporate it into an agency’s social media strategy. Some of the items covered included:

- Ideas of where Instagram stories can come into play including event coverage, FAQ’s and how-tos
- Information on platforms that help schedule Instagram content and programs
- Time needed to produce Instagram story and how often to post
- How to create an Instagram story
Using Videos and Analytics to Revamp Up Your Social Media
The presenters of this workshop showed how videos and social media go together today. The presentation included examples of their work and provided ideas that could be used to increase an agency’s audience engagement and messaging. Included in the workshop was information on affordable equipment to create videos and how to use built-in analytics tools that will give you the results you need for great engagement.

The Good, the Bad & the Ugly: Lessons Learned Rebranding a County Department
Presenters shared their biggest challenges, solutions and some lessons learned on their major rebranding projects. The presentation included information on how to get started on the right foot with a “re-branding,” how to get key stakeholders onboard and get buy-in on a new name, logo and slogan by clients/users, other agencies/partners, staff and the public. It also provided a branding “Dos and Don’ts list, timeline strategies and practical tips on things that can put an agency on the right track toward success.

Facebook for Local Government Pages and Law Enforcement: Tools, Tips, and Best Practices
Javier Hernandez, U.S. Politics and Government Outreach Associate, for Facebook shared his insights on how agencies can use Facebook for their government pages and how to reach community members with our public outreach efforts and messaging.

The Magical Unicorn of Your Communications Tool Box: Strategic Plans
This session focused on how to develop a measurable communication plan. The key take-aways were the following:

- How to create a department-wide 3-5year Communications Plan
- How to create a Communications Plan for projects, programs and initiatives
- Review of the planning process from research to measurement and everything in between
- How to get buy-in from your agency
- How to work with a consultant on a plan or tackle a plan in-house

Laugh, Lean and Live: Creating Memes, Infographics & Animated GIFs
This workshop showed how the Great ShakeOut Earthquake Drills which began in 2008 grew to 62.7 million people in 10 years and turned into an inspiring, thoughtful, and action-based earthquake safety movement with a small staff and limited resources. The presentation demonstrated how this campaign’s strategies and techniques could be adapted by other agencies for their own campaigns. The workshop included various activities on how to create memes, infographics and animated gifs.

Lost in Translation? Steps to Launch a Bi-Lingual Communications Program
The instructor led the session which included several exercises that addressed the importance of engaging non-English speakers. She also offered a five-step plan to take the initiative to address deficiencies within your own agency. These included items such as defining which languages to consider, budget requests, knowledge of what tools are available such as culturally appropriate outreach, video with subtitles, apps and phone call interpretation.
Memorandum

To: Todd Muck, Deputy Executive Director  
From: Christina Watson, Principal Transportation Planner 
Meeting Date: May 22, 2019  
Subject: 2019 Rail Summit

On April 24-25, 2019, I attended the California Passenger Rail Summit in Oakland, CA. This was an excellent networking opportunity with rail experts and transportation officials from around the state. Key take-aways:

- The Monterey Bay Area is gaining recognition as an integral part of the Northern California Megaregion. Among the major projects funded or in the planning stages around the Megaregion, the Salinas Rail Extension and the Coast Rail projects are considered a good investment to extend the rail system southward along the coast for minimal funding and high returns. Some of the “megaprojects” presented at the conference included:
  - New Transbay Rail Crossing – a second tube under the bay for BART, Capital Corridor, and eventually High-Speed Rail. This concept is in the early stages of development. More info here: https://www.bart.gov/about/projects/transbay.
  - Caltrain Modernization/Electrification Project (the $2 billion project is now under construction: http://www.caltrain.com/projectsplans/CaltrainModernization.html), and the Downtown Extension (seeking federal funds to match local measure funding for a total of $6 billion: http://www.bayrailalliance.org/caltrain_dtx/).
  - Altamont Corridor Express (ACE) extension to Merced and increase from four to ten round trips (phased in over 10 years, at an estimated $1.6 billion: http://bit.ly/ACE_Foward).
  - San Joaquins/ACE “Valley Rail” project increasing San Joaquins service from seven to nine round trips and extending ACE to Sacramento ($500 million project starting environmental review: http://bit.ly/Valley_Rail).

I also participated in the Transit-Oriented Development tour at Capital Corridor stations in Richmond and Emeryville. Both stations have experienced a huge surge in housing, office space, and “co-working” developments in the last decade, which aids in reducing the demand for parking and increasing transit use.

The program is on the summit website, http://www.californiapassengerrailsummit.com/.
Memorandum

To: Board of Directors
From: Theresa Wright, Community Outreach Coordinator
Meeting Date: May 22, 2019
Subject: Digital Recording and Broadcasting of Board Meetings

RECOMMENDED ACTION:

Digital Recording and Broadcasting of Board Meetings:
1. AUTHORIZE the Executive Director to execute a contract with Access Monterey Peninsula to provide digital recording, production, broadcasting and live stream services of the Transportation Agency Board meetings for a three-year period effective July 1, 2019 and ending on June 30, 2022;
2. AUTHORIZE the Executive Director to make administrative changes to the contract if such changes does not increase the Agency's net cost, subject to approval by Agency counsel;
3. AUTHORIZE the use of $50,400 from administration funds budgeted to this purpose; and,
4. APPROVE sole source finding.

SUMMARY:
The current contract agreement for digital recording, production, broadcasting and live stream services for the Transportation Agency Board meetings with Access Monterey Peninsula expires on June 30, 2019. This authorization seeks to enter into a new contract with Access Monterey Peninsula to provide these services from July 1, 2019 to June 30, 2022.

FINANCIAL IMPACT:
The total cost to provide digital video production services, broadcasting and live streaming of the Agency's Board meeting is $50,400 for three years. This cost is included in the Agency's adopted budget.

DISCUSSION:
On May 15, 2016, the Board authorized the Executive Director to execute a contract with Access Monterey Peninsula to provide video recording, production, broadcasting and live streaming of the Transportation Agency's Board meetings; and approved their sole source procurement finding.

The sole source determination was made based upon research, the lack of qualified responses to the
previous Request for Proposals and the loss of broadcasting services through Monterey County Superintendent of Schools on the Monterey County government-programming channel, Comcast Cable channel 28 and Charter Channel 26. At that time, the sole source determination met the criteria to approve a sole source finding based on economy and efficiency, and the appropriate documentation was made to the contract file. Current research confirms that Access Monterey Peninsula continues to be the sole source available to provide all of the required tasks of digital recording, production, broadcasting, live streaming, digital copies, and on-demand web links of the Transportation Agency's Board meetings.

This report seeks the authorization for the Executive Director to execute a contract with Access Monterey Peninsula in an amount not-to-exceed Fifty Thousand and Four Hundred Dollars ($50,400) to provide digital recording, production, broadcasting, live streaming, digital copies, and on-demand web links of the Transportation Agency's Board meetings for a three-year period effective July 1, 2019 and ending on June 30, 2022.

Attached to the staff report is the contract for services, scope of work, schedule and budget.

WEB ATTACHMENTS:
Access Monterey Peninsula Digital Recording and Broadcast Contract
MEMORANDUM

To: Board of Directors
From: Christina Watson, Principal Transportation Planner
Meeting Date: May 22, 2019
Subject: Policy for Reviewing Unsolicited Proposals

RECOMMENDED ACTION:
ADOPT Policy for Reviewing Unsolicited Proposals.

SUMMARY:
Occasionally, TAMC receives unsolicited proposals from consultants wishing to do business with TAMC or from companies interested in public-private partnerships and/or joint development. This Policy for Reviewing Unsolicited Proposals is designed to address those situations in a manner that is fair to all and of benefit to the Agency.

FINANCIAL IMPACT:
No direct financial impact.

DISCUSSION:
TAMC follows state and federal procurement rules via an adopted Procurement Policies and Procedures and Contract Management Manual to ensure engagement in full and fair competition, and to obtain the best value, price and quality for taxpayer-funded goods and services. Typically, consultant services are obtained using a Request for Qualifications and/or Request for Proposals process, and the procedures are open to public scrutiny via the TAMC Board of Directors and its committees.

An unsolicited proposal is a written proposal that is submitted to TAMC on the initiative of the submitter for the purpose of developing a business partnership that is not in response to a formal or informal request issued by TAMC. TAMC currently does not have a written policy for responding to unsolicited proposals, and handles them on an ad-hoc basis, consulting with Agency Counsel.

An unsolicited proposal should be distinguishable from projects and plans already part of TAMC’s long-term budget planning process. Potentially successful proposals would likely use innovative but pragmatic solutions that offer added value, such as enhanced financing options, improved customer...
service outcomes or advanced delivery dates. An unsolicited proposal should be:

- Innovative and pragmatic;
- Independently originated and developed by the proposer;
- Submitted by parties external to TAMC, prepared without TAMC’s supervision, endorsement, direction, or direct involvement; and
- Sufficiently detailed that its benefits in support of TAMC’s mission and responsibilities are readily apparent.

If the proposed Policy is adopted, TAMC will receive and evaluate unsolicited proposals using a two-phased approach. In Phase One, TAMC staff will evaluate written conceptual proposals. Conceptual proposals will be reviewed within 90 days of receipt, at which time a determination will be made as to whether to review additional and detailed information in Phase Two.

If there is interest in a conceptual proposal, the proposer may be asked to submit detailed documentation (see attachment) for evaluation in Phase Two. At the conclusion of this phase, TAMC will decide whether to decline the proposal, to proceed to a sole source agreement, or to pursue a competitive solicitation.

If the project proceeds beyond Phase Two, TAMC’s procurement policies and procedures will apply. TAMC’s receipt of an unsolicited proposal does not, by itself, justify a contract award without full and open competition. If the unsolicited proposal offers a proprietary concept that is essential to contract performance, it may be deemed a Sole Source. If not, TAMC will follow the competitive procurement process.

TAMC may, at any time, choose not to proceed further with any unsolicited proposal.

The attached draft policy was adapted from a policy used by the Los Angeles County Metropolitan Transportation Authority and is proposed for TAMC adoption.

**ATTACHMENTS:**

- Draft Policy for Reviewing Unsolicited Proposals
Policy for Reviewing Unsolicited Proposals

Adopted __________
INTRODUCTION

The Transportation Agency for Monterey County (TAMC) follows state and federal procurement rules via an adopted Procurement Policies and Procedures and Contract Management Manual to ensure engagement in full and fair competition, and to obtain the best value, price and quality for taxpayer-funded goods and services. Typically, consultant services are obtained using a Request for Qualifications and/or Request for Proposals process, and the procedures are open to public scrutiny via the TAMC Board of Directors and its committees. Occasionally, TAMC receives unsolicited proposals from consultants wishing to do business with TAMC or from companies interested in public-private partnerships and/or joint development. This Policy for Reviewing Unsolicited Proposals is designed to address those situations.

WHAT IS AN UNSOLICITED PROPOSAL?

A written proposal that is submitted to TAMC on the initiative of the submitter for the purpose of developing a contractual relationship that is not in response to a formal or informal request issued by TAMC. Unsolicited proposals can be like junk mail; not all are worthy of TAMC staff time and resources in reviewing them.

WHAT DISTINGUISHES AN UNSOLICITED PROPOSAL WORTHY OF REVIEW?

In order for an Unsolicited Proposal to be worthy of TAMC review, it should be:

- Innovative and pragmatic;
- Independently originated and developed by the proposer;
- Submitted by parties external to TAMC, prepared without TAMC’s supervision, endorsement, direction, or direct involvement; and
- Sufficiently detailed that its benefits in support of TAMC’s mission and responsibilities are readily apparent.

A Reviewable Unsolicited Proposal is distinguishable from a project already part of TAMC’s long-term budget planning process and plan if it uses innovative but pragmatic solutions that offer added value, such as enhanced financing options, improved customer service outcomes or advanced delivery dates. Sales tax bonds and certificates of participation are not unique and innovative financing tools.

SHOULD PROPOSERS INTERESTED IN A PUBLISHED SOLICITATION SUBMIT AN UNSOLICITED PROPOSAL?

No. An Unsolicited Proposal is not any of the following:

- An offer responding to TAMC’s previously published request for qualifications/proposals;
- An advance or premature proposal for property or services that TAMC could acquire through competitive methods (submitted within the budget year before release of a published request for proposal); or
- A replacement for an existing contract that is already in effect; or
- An opportunity to stipulate the means and methods of an existing contractual relationship.
Unsolicited Proposals Process Overview

All Unsolicited Proposals shall be submitted to the TAMC Executive Director, or designee, who will log the proposal and respond acknowledging receipt of the proposal within five business days, then transfer it to the appropriate staff person for evaluation of technical and/or financial merit.

TAMC will evaluate Reviewable Unsolicited Proposals using a two-phased approach, as described below. Unsolicited Proposals that do not include completed forms described in Phase One shall be summarily declined.

In Phase One, TAMC will evaluate conceptual proposals. Conceptual proposals will be reviewed within 90 days of receipt, at which time a determination will be made as to whether to proceed to Phase Two. If there is interest in a conceptual proposal, the proposer may be asked to submit a detailed proposal for evaluation in Phase Two. If the proposal proceeds beyond Phase Two, TAMC’s procurement policies and procedures will apply. TAMC may, at any time, choose not to proceed further with any Unsolicited Proposal.

Phase One – Conceptual Proposal

The purpose of Phase One is for TAMC to review and screen written, concept-level proposals to determine whether to request additional and detailed information in Phase Two.

CONTENT – CONCEPTUAL PROPOSAL

Unsolicited Proposers shall complete and submit Exhibit A, Conceptual Proposal Form with their conceptual proposal in order to trigger a Phase One review.

THRESHOLD REVIEW AND PROCESS OVERVIEW

Upon receipt of a reviewable conceptual proposal, the TAMC Executive Director, or his or her designee, will take the following steps:

1. Promptly log and acknowledge receipt of the proposal (letter to proposer); and
2. Determine whether the proposal meets the threshold requirements of an Unsolicited Proposal (below).

Before initiating a Phase One evaluation, the TAMC Executive Director will determine if the conceptual proposal meets the following threshold requirements:

- Satisfies the definition of a Reviewable Unsolicited Proposal;
- Includes all required content and attachments;
- Contains sufficient detail to enable TAMC to perform an adequate evaluation;
- Is submitted by parties external to TAMC, has been approved by a responsible official or other representative authorized to contractually obligate the proposer; and
- Complies with this Policy’s requirements for use and disclosure of data.
EVALUATION – CONCEPTUAL PROPOSAL

If the proposal meets the threshold requirements, TAMC will take the following steps:

1. The TAMC Executive Director will officially transfer the proposal to appropriate staff; and
2. Appropriate staff will perform the evaluation process and notify the proposer of TAMC’s decision. The possible outcomes may be to discontinue the process, to proceed to Phase Two, or to pursue a competitive procurement. TAMC staff will provide a general explanation of the reasons for the decision, communicate regularly with the TAMC Executive Director, and seek the TAMC Executive Director’s approval of recommendations related to implementation.

Conceptual proposals will be evaluated promptly in accordance with the criteria set out in this section. At Phase One, the evaluation process will include a review of the Conceptual Proposal and Conceptual Proposal form. The proposer(s) will have no interaction with the evaluation team, except at TAMC’s sole discretion.

EVALUATION CRITERIA – CONCEPTUAL PROPOSAL

If the proposal meets the threshold requirements, the evaluation team will determine the evaluation criteria, as necessary, to reflect the specific proposal, but generally will consider the following factors:

1. The proposal offers direct or anticipated benefits to TAMC and the community;
2. The proposal is consistent with TAMC’s mission, goals and objectives;
3. The proposal satisfies a need for TAMC that can be reasonably accommodated in TAMC’s annual long-term capital and operating budgets without displacing other planned expenditures and without placing other committed projects at risk;
4. The proposal offers goods or services that TAMC may not have intended to procure or provide through the normal TAMC contract process;
5. The proposal offers goods or services that are within TAMC’s jurisdiction or control; and
6. Any other factors appropriate for the proposal.

Phase Two – Detailed Proposal

The purpose of Phase Two is for TAMC to receive more detailed technical and financial information to fully understand and evaluate the proposal. At the conclusion of this phase, TAMC will decide whether to decline the proposal, to proceed to a sole source agreement, or to pursue a competitive solicitation.

PROCESS – REQUEST FOR DETAILED PROPOSAL

If TAMC desires to proceed to Phase Two, TAMC will issue a Request for a Detailed Proposal that formally tells the proposer that TAMC is willing to proceed to Phase Two. Depending on the circumstances, the request may include the following:

- A summary of Phase I Project Evaluation;
- A description of the request for additional information process and purpose;
- A description of the problem or opportunity being addressed;
Relevant background, context, parameters and policies;
Functional, technical and legal requirements;
Requests for other project related information related to scope, budget, schedule, personnel, risks, data, performance measurement, potential impacts, etc.; and
Requests for specific modifications or clarifications to the scope of the original proposal.

TAMC may, at its sole discretion, invite the proposer(s) to present to the review team, ask and answer questions of the review team, and discuss the proposal and context with the review team.

PROCESSING

Once the Detailed Proposal is received, the TAMC staff will keep a record of the persons on the evaluation team and record the disposition of the proposal. Outside advisors will be consulted only if the TAMC evaluation team deems it necessary and beneficial.

CONTENT - DETAILED PROPOSAL

In addition to the information provided in Phase One, a Detailed Proposal must, at a minimum, include the following information:

TECHNICAL INFORMATION:

A. Names and professional information of the proposer’s key personnel who would be committed to the project;
B. Type of support needed from TAMC; e.g., facilities, equipment, materials, or personnel resources;
C. Type of support being provided by the proposer;
D. A sufficiently detailed description of the scope of work being offered, in order to allow TAMC to evaluate the value received for the price or TAMC support proposed;
E. Proposed price or total estimated cost for the effort and/or the revenue generated in sufficient detail for meaningful evaluation and cost analysis, including an annual cash flow for the proposed project and annual or future costs to operate and maintain;
F. A schedule for the implementation, including specific details for any property and/or services to be provided by TAMC; and
G. Proposed duration of effort.

SUPPORTING INFORMATION:

1. Type of contract being sought by the proposer (the final determination on type of contract shall be made by TAMC, should TAMC decide to proceed with a contract);
2. Description of the proposer’s organization, previous experience in the field, and facilities to be used;
3. Required statements and disclosures, if applicable, about organizational conflicts of interest and environmental impacts; and
4. Information, in the form of TAMC’s Pre-Qualification Application (Exhibit B) demonstrating to TAMC that the proposer has the necessary financial resources to complete the proposed project or effort, as determined by TAMC staff. Such information may include:
   a. Financial statements, including an Auditor’s Report Letter or an Accountant’s Review Letter, Balance Sheets, Statements of Income and Stockholder’s Equity, and a Statement of Change in Financial Position;
   b. Un-audited balance sheets;
   c. Names of banks or other financial institutions with which the proposer conducts business; and
   d. Letter of credit commitments.

EVALUATION – DETAILED PROPOSAL

Detailed Proposals will be evaluated promptly, at a minimum in accordance with the criteria set out in this section, as well as any other evaluation criteria identified in the Request for Detailed Proposal.

Threshold Review: Before initiating a comprehensive evaluation, TAMC staff will determine if the Detailed Proposal continues to meet the threshold requirements set out in Phase One and the requirements specifically set out in the Request for Detailed Proposal.

Evaluation Criteria: At Phase Two, the evaluation team will confirm the proposal meets the same evaluation criteria set forth in Phase One, in addition to the following minimum factors, and any additional criteria set out in the Request for Detailed Proposal:

1. The proposer’s capabilities, related experience, facilities, techniques, or unique combinations of these which are integral factors for achieving the proposal objectives;
2. The proposer’s financial capacity to deliver the goods or services defined in the proposal;
3. Viability of the proposed schedule and TAMC’s ability to meet activities required;
4. TAMC’s capacity to enter into a contract and/or otherwise provide requested resources;
5. The qualifications, capabilities and experience of key personnel who are critical in achieving the proposal objectives;
6. The relative costs and benefits of the proposal with respect to improving mobility and accessibility in Monterey County;
7. The specific details of the cost/revenue generated; and
8. Any other factors appropriate for the proposal.

RECOMMENDATION

The evaluation team will make a recommendation on the disposition of the Detailed Proposal to TAMC’s Executive Director for review and approval. If proposal exceeds the Executive Director’s contracting authority or environmental determinations are necessary, the Board of Directors’ approval will be required, and the proposer will be notified of the date of the meeting when the proposal will be discussed.
FULL AND OPEN COMPETITION REQUIREMENTS

TAMC’s receipt of a Reviewable Unsolicited Proposal does not, by itself, justify a contract award without full and open competition. If the Unsolicited Proposal offers a proprietary concept that is essential to contract performance, it may be deemed a Sole Source, consistent with TAMC Procurement policies. If not, TAMC will pursue a competitive procurement, either through a formal solicitation or by the process outlined below.

PROOF OF CONCEPT

TAMC may, at its sole discretion, choose to work with a third party to prove a concept as a means of better understanding an Unsolicited Proposal and its application and value to TAMC, provided that the work is done at the expense of the proposing party.

UNSOLICITED PROPOSAL – SOLE SOURCE AWARD

If it is impossible to describe the property or services offered without revealing proprietary information or disclosing the originality of thought or innovativeness of the property or services sought, as determined by TAMC, TAMC may make a sole source award, as provided in TAMC’s Sole Source Award Policy.

UNSOLICITED PROPOSAL – COMPETITIVE SOLICITATION PROCESS

If the Unsolicited Proposal does not meet the criteria of a sole source award, before entering into a contract resulting from an Unsolicited Proposal, TAMC will follow its procurement policies to issue a Request for Qualifications and/or Request for Proposal to do the work.

CONTRACT RESULTING FROM AN UNSOLICITED PROPOSAL

Nothing in this policy or otherwise requires TAMC to act or enter into a contract based on an Unsolicited Proposal. TAMC, at its sole discretion, may return and/or decline an Unsolicited Proposal at any time during the process.

PREREQUISITES TO CONTRACT NEGOTIATION

The duly authorized TAMC representative(s) may commence contract negotiations only after the following prerequisites have been met:

1. An Unsolicited Proposal has received a favorable comprehensive evaluation, including in comparison to any proposals received following publication as provided in this policy;
2. The TAMC staff sponsoring the contract supports its recommendation, furnishes the necessary funds and provides a sole-source justification (if applicable); and
3. TAMC Executive Director or TAMC Board of Directors approves (if required).
General Requirements

PROHIBITION OF USE OF CONFIDENTIAL INFORMATION

If TAMC’s decision is to pursue a competitive procurement, TAMC personnel shall not use any data, or any confidential patented, trademarked or copyrighted information, as identified by the proposer, as part of an Unsolicited Proposal, or confidential technical or financial proprietary information as the basis, or part of the basis, for a solicitation or in negotiations with any other firm, unless the proposer is notified of and agrees to the intended use. Concepts or ideas are not considered proprietary by TAMC but specific implementing methodologies that are unique to and identified by the proposer will be recognized.

PUBLIC RECORDS ACT

Unsolicited Proposals are subject to the provisions of the California Public Records Act (California Code Government Code §6250 et seq.).

Public Contract Code Section 22164 provides that: information that is not otherwise a public record pursuant to the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title I of the Government Code) shall not be open to public inspection. Any documents provided by the proposer to TAMC marked “Trade Secret,” “Confidential” or “Proprietary,” or any financial records provided by the proposer to TAMC, shall be clearly marked with the proposer’s name. TAMC will use its best efforts to inform the proposer of any request for records that may involve any financial records or documents marked “Trade Secret,” “Confidential” or “Proprietary” provided by proposers to TAMC. TAMC will not advise as to the nature or content of documents entitled to protection from disclosure under the California Public Records Act but will allow proposers the opportunity to seek injunctive relief, if desired. If a proposer fails to seek injunctive relief preventing the disclosure of records, the proposer shall be deemed to have waived the proposer’s right to object.

In the event of litigation concerning the disclosure of any records claimed to be exempt from disclosure by a proposer, TAMC’s sole involvement will be as a stakeholder, retaining the records until otherwise ordered by a court. The proposer, at its sole expense and risk, shall be fully responsible for any and all fees for prosecuting or defending any action concerning the records claimed to be exempt from disclosure, and shall indemnify and hold TAMC harmless from all costs and expenses, including attorney’s fees in connection with any such action.
Exhibit A

Conceptual Proposal Form

Phase One of TAMC’s Reviewable Unsolicited Proposal process involves submitting this form. Submit only the information required by this form. If TAMC determines that the proposal should proceed to Phase Two, TAMC will issue a Request for a Detailed Proposal.

PLEASE BE ADVISED THAT SOME RECORDS MAY BE SUBJECT TO DISCLOSURE PURSUANT TO A PUBLIC RECORDS REQUEST.

PART 1: BASIC INFORMATION

Proposer Information:
Name: ________________________________________________________________

Address: ________________________________________________________________

Further contact information: ____________________________________________

Type of organization: __________________________________________________

Technical personnel names & contact information:
______________________________________________________________________
______________________________________________________________________

Business personnel names & contact information:
______________________________________________________________________
______________________________________________________________________

These individuals should be responsible for answering TAMC’s technical or business questions concerning the proposal or any subsequent agreement concerning the proposal.

PART 2: TECHNICAL INFORMATION

Title of the proposal: ___________________________________________________

☐ Abstract of the proposal is attached

To move forward in the Unsolicited Proposal process, the abstract must include a brief – but complete – discussion of the following:

1. Objectives
2. Method of approach
3. Nature and extent of anticipated results; and
4. Manner in which the work will help support accomplishment of TAMC’s mission.

Technical expertise the proposer needs from TAMC: __________________________

______________________________________________________________________
PART 3: FINANCIAL INFORMATION

Proposed price or total estimated cost: _________________________________________________

Revenue: ________________________________________________________________________

Be concise but provide sufficient detail for TAMC to meaningfully evaluate the proposal.

Financial information the proposer needs from TAMC: ____________________________________

PART 4: PROCEDURAL INFORMATION

Period of time for which the proposal is valid: ___________________________________________

☐ Proprietary data has been submitted with this proposal and such data is deemed confidential by
the proposer in the event of a request submitted to TAMC under the California Public Records
Act. Any proprietary data must be clearly designated, as well as the legal provision allowing
exemption from disclosure claimed.

☐ Other government entities or private parties have received this proposal.
  Please explain: ____________________________________________________________________

☐ Other government entities or private parties may provide funding for this proposal.
  Please explain: ____________________________________________________________________

☐ There are patents, copyrights and/or trademarks applicable to the goods or services proposed.
  Please explain: ____________________________________________________________________

☐ There is additional information not requested in this form that would allow TAMC to evaluate
  this proposal at this conceptual phase.
  Describe: ________________________________________________________________________

PART 5: SIGNATURE

Name: ____________________________________________________________________________

Date: ____________________________________________________________________________

Title: __________________________________________________________________________

The individual who signs this form must be authorized to represent and contractually obligate the
Proposer.
Exhibit B

Pre-Qualification Application

Name of Applicant Firm: ___________________________________________________________

Date Submitted: ___________________________________________________________________

Preparer’s Name: _________________________________________________________________

Phase Two of TAMC’s Reviewable Unsolicited Proposal process involves submitting this form and providing the information requested in the Request for a Detailed Proposal.

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE APPLICATION

READ THE INSTRUCTIONS BEFORE FILLING OUT THE QUESTIONNAIRE
INSTRUCTIONS

1. This application should be completed by a person in the firm who is knowledgeable of and duly authorized to attest to the past and present operations of the firm and its policies. A corporate officer of the firm, owner or partner, as appropriate, must sign the Pre-Qualification Certification form.

2. All questions must be answered completely, and any “Yes” answers must be fully explained. Please note that a Yes answer to any question does not automatically result in denial of pre-qualification for a procurement.

3. Please be aware that TMC is subject to the California Public Records Act and that some of the material to be submitted may be subject to public disclosure, pursuant to a Public Records Act Request. You are advised to consult with your own legal counsel as to which materials may be legally exempt from disclosure.

DEFINITIONS

1. **Affiliate** is defined as any one of the following:
   a. Any Firm other than Applicant Firm which owns 25% or more of Applicant Firm, such as parent companies or holding companies;
   b. A subsidiary or a Firm in which Applicant Firm owns 25% or more;
   c. A Firm in which a major stockholder or owner of Applicant Firm owns controlling interest;
   d. A Firm with which Applicant Firm has or has had an unseverable business or professional identity, and
   e. Any permanent or temporary common business enterprise relationship in which the parties share operating responsibility and profits such as joint ventures.

2. **Key Person** – For purposes of pre-qualification a key person is
   a. Any person in Applicant Firm who owns 10% or more of the Firm and/or those who make decisions with respect to its operations, finances, or policies, such as the President, CEO, CFO, COO, and, in the case of partnerships, the General Partner(s);
   b. Corporate Secretaries and Treasurers, as well as Directors, if they meet criteria #1, above;
   c. Division or Regional Business Managers who operate away and independently from the Applicant Firm, but only if the division or regional office is negotiating directly with TMC.

APPLICATION SUBMITTAL

Email this application to:

Debra L. Hale
Executive Director
info@tamcmonterey.org

If you have questions, call the TMC office at (831) 775-0903.
SECTION I: IDENTIFICATION

1. Applicant Firm

   A. ___________________________________________________________  Tax ID No. or Social Security Number
      Name of Applicant Firm

   B. ___________________________________________________________
      Address

   C. ___________________________________________________________
      (Mailing Address, if different from above)

   D. If doing business with TAMC under a DBA or other name, include legal name of the company and Tax ID No., if different

   E. Primary Company Telephone No. (    )_______________ Fax No. (    )_________________

   F. Applicant Firm's Contact Person for Pre-Qualification Office follow-up:

      Name     Position     E-Mail     Telephone Number

   G. Has the Applicant Firm changed its address or has the Firm or its owner operated under any other name(s) including other DBAs in the past five years? If yes, explain fully on a separate sheet of paper.     ☐ No    ☐ Yes

   H. Type of business organization: __________________________________________________________

      Year organization established: __________ Number of current employees: _______________

      ☐ Sole Proprietor

      ☐ Corporation: Date and State of Incorporation: ________________________________

      ☐ Limited Liability Corporation (LLC): Date and State of Incorporation: _______________

      ☐ Limited Partnership (LP)

      ☐ Limited Liability Partnership (LLP)

      ☐ General Partnership (GP): Date and State of Partnership filing: ______________________

      ☐ Other (describe):  ____________________________________________________________
I. List general type of business in which Applicant Firm is engaged (may include more than one). Attach copies of business licenses, if appropriate:

J. List type of product or service to be provided to TAMC:
SECTION II: OWNERSHIP/MANAGEMENT, PROJECT TEAM MEMBERS, AND RELATED ENTITIES

1. Owners/Key Persons

List Owners and Key Persons of Applicant Firm. For large publicly traded companies, list only Key Persons. (See DEFINITIONS for clarification if necessary.)

<table>
<thead>
<tr>
<th>Full Legal Name</th>
<th>Title</th>
<th>Social Security No. (last four digits only)</th>
<th>% Of Ownership</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

[Use additional sheets if necessary]

2. Related Entities (Affiliates/Subsidiaries/Joint Ventures)

A. List affiliates, subsidiaries, holding companies, joint ventures, etc., of Applicant Firm. If no affiliates, state NONE. N/A is not an acceptable answer. Provide organizational, geographical or functional chart, if it would assist in clarifying the line(s) of authority. (See DEFINITIONS for clarification if necessary.)

<table>
<thead>
<tr>
<th>Affiliate Name &amp; Address</th>
<th>Tel.#</th>
<th>% Owned</th>
<th>Top Executive’s Name</th>
<th>*Type of Relation</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>


B. At any time during the past five years have any Owners or Key Persons of Applicant Firm (if yes, explain fully):

a. Served as Key Person, Officer or Director, in any other Firm not affiliated with Applicant Firm? If so, please explain in a separate sheet.

☐ No  ☐ Yes

b. Had any ownership interest in any other Firm other than shares of publicly owned companies? If so, please explain in a separate sheet.

☐ No  ☐ Yes
SECTION III: CONTRACTING HISTORY

1. Contracting History

A. List the applicant Firm’s three largest government contracts, subcontracts, or sales. If none, list the three largest contracts with non-governmental entities.

<table>
<thead>
<tr>
<th>Contract #1</th>
<th>Contract #2</th>
<th>Contract #3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Owner</td>
<td>Contract No.</td>
<td>Name/Location</td>
</tr>
<tr>
<td>Describe Goods or Services Furnished</td>
<td>Were you a Prime or Subcontractor?</td>
<td></td>
</tr>
<tr>
<td>Start Date/Complete Date</td>
<td>Contract Amount</td>
<td></td>
</tr>
<tr>
<td>Agency/Owner Contact to Verify (Name/ Tel.)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

NOTE: ANY "YES" ANSWERS BELOW MUST BE FULLY EXPLAINED ON A SEPARATE SHEET OF PAPER AND ATTACHED TO THIS APPLICATION.

B. Is the Applicant Firm currently certified by the California Department of Transportation (Caltrans) as a disadvantaged business entity, minority-, or woman-owned business?
   □ No    □ Yes

C. During the past five years, has Applicant Firm or any of its Key Persons had any certificates or certifications revoked or suspended, including disadvantaged-, minority-, or woman-owned business certifications?
   □ No    □ Yes

In the past five years has the Applicant Firm or any Affiliate been the subject of any of the following actions?

D. Been suspended, debarred, disqualified, or otherwise declared ineligible to bid?
   □ No    □ Yes

E. Failed to complete a contract for a commercial or private owner?
   □ No    □ Yes

F. Been denied a low-bid contract in spite of being the low bidder?
   □ No    □ Yes

G. Had a contract terminated for any reason, including default?
   □ No    □ Yes

H. Had liquidated damages assessed against it during or after completion of a contract?
   □ No    □ Yes
SECTION IV: CIVIL ACTIONS

If “Yes” to Sections IV, V or VI, provide details including a brief summary of cause(s) of action, indicate if Applicant Firm, Key Person or Affiliate Firms were plaintiffs (P) or defendants (D); define charges explicitly, by what authority, court or jurisdiction, etc. In the case of tax liens, please indicate whether the liens were resolved with the tax authorities. Please submit proof of payment or agreements to pay the liens.

Complete details are required!

1. **Violations of Civil Law**
   In the past five years has Applicant Firm, any of its Key Persons, or any Affiliate been the subject of an investigation of any alleged violation of a civil antitrust law, or other federal, state or local civil law?
   - □ No
   - □ Yes

2. **Lawsuits with Public Agencies**
   At the present time is, or during the past five years has, the Applicant Firm, any of its Key Persons, or any Affiliate been a plaintiff or defendant in any lawsuit regarding services or goods provided to TAMC or to a public agency?
   - □ No
   - □ Yes

3. **Bankruptcy**
   During the past five years, has the Applicant Firm or any Affiliate filed for bankruptcy or reorganization under the bankruptcy laws?
   - □ No
   - □ Yes

4. **Judgments, Liens and Claims**
   During the past five years, has the Applicant Firm been the subject of a judgment, lien or claim of $25,000 or more by a subcontractor or supplier?
   - □ No
   - □ Yes

5. **Tax Liens**
   During the past five years, has the Applicant Firm been the subject of a tax lien by federal, state or any other tax authority?
   - □ No
   - □ Yes
SECTION V: COMPLIANCE WITH LAWS AND OTHER REGULATIONS

1. Criminal
   In the past five years has the Applicant Firm, any of its principals, officers, or Affiliates been convicted or currently charged with any of the following:

   A. Fraud in connection with obtaining, attempting to obtain, or performing a public contract, agreement or transaction?
      □ No    □ Yes

   B. Federal or state antitrust statutes, including price fixing collusion and bid rigging?
      □ No    □ Yes

   C. Embezzlement, theft, forgery, bribery, making false statements, submitting false information, receiving stolen property, or making false claims to any public agency?
      □ No    □ Yes

   D. Misrepresenting minority or disadvantaged business entity status with regard to itself or one of its subcontractors?
      □ No    □ Yes

   E. Non-compliance with the prevailing wage requirements of California or similar laws of any other state?
      □ No    □ Yes

   F. Violation of any law, regulation or agreement relating to a conflict of interest with respect to a government funded procurement?
      □ No    □ Yes

   G. Falsification, concealment, withholding and/or destruction of records relating to a public agreement or transaction?
      □ No    □ Yes

   H. Violation of a statutory or regulatory provision or requirement applicable to a public or private agreement or transaction?
      □ No    □ Yes

   I. Do any Key Persons in Applicant Firm have any felony charges pending against them that were filed either before, during, or after their employment with the Applicant Firm?
      □ No    □ Yes
2. **Regulatory Compliance**

In the past five years, has Applicant Firm, any of its Key Persons, or Affiliates:

A. Been cited for a violation of any labor law or regulation, including, but not limited to, child labor violations, failure to pay wages, failure to pay into a trust account, failure to remit or pay withheld taxes to tax authorities or unemployment insurance tax delinquencies?
   - No
   - Yes

B. Been cited for an OSHA or Cal/OSHA “serious violation”?
   - No
   - Yes

C. Been cited for a violation of federal, state or local environmental laws or regulations?
   - No
   - Yes

D. Failed to comply with California corporate registration, federal, state or local licensing requirements?
   - No
   - Yes

E. Failed to comply with California corporate registration, federal, state or local licensing requirements?
   - No
   - Yes

F. Had its corporate status, business entity’s license or any professional certification, suspended, revoked, or had otherwise been prohibited from doing business in the State of California, in the last three years?
   - No
   - Yes

G. During the past five years, has Applicant Firm or any of its Key Persons had any certificates or certifications revoked or suspended, including disadvantaged-, minority-, or woman-owned business certifications?
   - No
   - Yes

H. Been suspended, debarred, disqualified, or otherwise declared ineligible to bid?
   - No
   - Yes
SECTION VI: ETHICS

1. Conflict of Interest
   A. Does the Applicant Firm or any of its Key Persons have any existing relationships that could be construed as either personal or organizational conflicts of interest, or which would give rise to a conflict if Applicant Firm should be a recipient of a contract with TAMC?
      □ No  □ Yes
   
   B. Has any Owner, Key Person or Project Team member of Applicant Firm ever (if yes, explain fully):
      a. Been an employee of TAMC, or served as a member of TAMC Board of Directors or as an Alternate?
         □ No  □ Yes
      b. Been related by blood or marriage to an TAMC employee, TAMC Board member or Alternate?
         □ No  □ Yes

2. Political, Charitable, And Other Contributions
   Has the Applicant Firm, any of its Key Persons, or Affiliates ever, regardless of amount:
   
   A. Given (directly or indirectly), or offered to give on behalf of another or through another person, money, contributions (including political contributions), or other benefits, to any current TAMC Board Member or Alternate?
      □ No  □ Yes
   
   B. Given, or offered to give on behalf of another, money, contributions, or other benefits, directly or indirectly, to any current or former TAMC employee?
      □ No  □ Yes
   
   C. Been directed by any TAMC employee, Board member or Alternate Board member, or contractor to offer or give money, contributions or other benefits, directly or indirectly, to any current or former TAMC employee, Board member or alternate Board member?
      □ No  □ Yes
   
   D. Directed any person, including employees or subcontractors, to give money, contributions or other benefits, directly or indirectly, to any current or former TAMC employee, Board member, Alternate Board member, or to someone else in order to benefit an TAMC employee, Board member, or Alternate Board member?
      □ No  □ Yes
   
   E. Been solicited by any TAMC employee, Board member, or Alternate Board member to make a contribution to any charitable nonprofit organization?
      □ No  □ Yes

IF YES TO ANY OF THE ABOVE, SUBMIT LIST OF CONTRIBUTIONS AND DETAILS.
SECTION VII: ADDITIONAL DOCUMENTATION REQUIRED

Copies of the following documents are to be submitted with this application:

1. Applicant Firm’s Current Local Business Licenses, if required by city, county or state, and

2. Applicant Firm’s Financial Statements:

   A. PUBLICLY TRADED COMPANIES: Financial information will be accessed on-line. However, if additional information is needed, it will be specifically requested from the firm.

   B. NON-PUBLICLY TRADED COMPANIES WITH AUDITED OR REVIEWED FINANCIAL STATEMENTS: Statements, including balance sheet, statement of earnings and retained income, with footnotes, for the most recent three years.

   C. NON-PUBLICLY TRADED COMPANIES WITHOUT AUDITED OR REVIEWED FINANCIAL STATEMENTS: Company generated financial statements, including balance sheet, statement of earnings and retained income for the most recent three years. The Chief Financial Officer of the corporation, a partner, or owner, as appropriate, must certify these financial statements.

   D. SOLE PROPRIETORSHIPS: Refer to C. If financial statements are not generated, please fill out and sign the Financial Statement form. Submit one form for each of the most recent three years.

NOTE: TAMC reserves the right to ask for additional documentation if it is reasonably required to make a determination of integrity and responsibility relevant to the goods or services the Applicant Firm will provide to TAMC if awarded a contract.
Financial Statement

This information is provided for pre-qualification purposes only. This document is considered a confidential document not subject to public disclosure under California law.

To be completed by Applicant Firms that do not produce company generated financial statements, including balance sheet, statement of earnings and retained income for the most recent three years (one sheet per year.)

<table>
<thead>
<tr>
<th>ASSETS</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Cash on Hand and in Banks</td>
<td>$</td>
</tr>
<tr>
<td>Account and Notes Receivable</td>
<td>$</td>
</tr>
<tr>
<td>Fixed Assets (net of depreciation)</td>
<td>$</td>
</tr>
<tr>
<td>Other Assets</td>
<td>$</td>
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I hereby certify that the above information is true and accurate to the best of my knowledge and belief. I understand false statements may result in denial of pre-qualification, and possible debarment for a period of five years.

___________________________________________ _______________________________
Signature of Owner or Officer  Date Signed

___________________________________________ _______________________________
Company Name  For the Year Ended

Federal ID #
PRE-QUALIFICATION CERTIFICATION

A COPY OF THIS CERTIFICATION MUST BE COMPLETED AND SIGNED BY A GENERAL PARTNER, OWNER, PRINCIPAL OR CORPORATE OFFICER AUTHORIZED TO LEGALLY COMMIT THE APPLICANT FIRM AND SUBMITTED WITH THE APPLICATION.

The signer of this declaration recognizes that the information submitted in the questionnaire herein is for the express purpose of inducing TAMC to award a contract, or to allow the Applicant to participate in TAMC projects as contractor, subcontractor, vendor, supplier, or consultant. The signer has read and understands the requirements of the program and has read and understands the instructions for completing this form.

DECLARATION

State of: __________________
County of: _________________

I, (printed name)_______________________, Social Security Number (last four digits) _________, being first duly sworn, state that I am the (title)______________________________________ of Applicant Firm. I certify that I have read and understood the questions contained in the attached Application, and that to the best of my knowledge and belief all information contained herein and submitted concurrently or in supplemental documents with this Application is complete, current, and true. I further acknowledge that any false, deceptive or fraudulent statements on the Application will result in denial of pre-qualification.

I authorize TAMC to contact any entity named herein, or any other internal or outside resource, for the purpose of verifying information provided in the questionnaire or to develop other information deemed relevant by TAMC.

___________________________________________
Signature of Certifying Individual Date

Subscribed and sworn to (or affirmed) before me this _________day of ______________________,
by _______________________________________. □ Personally known to me, or □ Proved to me on the basis of satisfactory evidence to be the person who appeared before me.

___________________________________________
Signature of Notary Public

Place Notary Seal Above

NOTICE TO APPLICANTS

A material false statement, omission or fraudulent inducement made in connection with this pre-qualification application is sufficient cause for denial of the application or revocation of a prior approval, thereby precluding the Applicant Firm from doing business with, or performing work for, TAMC, either as a vendor, prime contractor, subcontractor, consultant or subconsultant for a period of five years. In addition, such false submission may subject the person and/or entity making the false statement to criminal charges. [Title 18 USC 1001, false statements; California Penal Code Section 132, offering altered or antedated or forged documents or records; and Section 134, preparing false documentary evidence].

NOTE: Applicant information submitted to TAMC in connection with pre-qualification is considered confidential. All such applicant information is confidential business information and will be afforded protection to the fullest extent permitted by law.
Memorandum

To: Board of Directors
From: Stefania Castillo, Transportation Planner
Meeting Date: May 22, 2019
Subject: Measure X Senior & Disabled Transportation Needs Assessment and Program Guidelines

RECOMMENDED ACTION:
RELEASE the Measure X Senior & Disabled Transportation draft needs assessment and program guidelines for public review.

SUMMARY:
The purpose of the Measure X Senior & Disabled Transportation Program is to increase transportation services for seniors and persons with disabilities to support their ability to live independently in their homes and communities. Five grant applications were funded for the first cycle of the program. The Transportation Agency is conducting a needs assessment in response to questions about the selection process and scoring criteria for Cycle 1. The purpose of the Assessment is to review the existing transportation services for seniors and persons with disabilities in the County to determine the most effective way to spend Measure X funding for future grant cycles of the Senior & Disabled Transportation Program.

FINANCIAL IMPACT:
Measure X allocates $15 million over 30 years to this program, which is approximately $500,000 per year. At the October 25, 2017 meeting, the TAMC Board of Directors voted to use $1.5 million of Measure X funds for the initial Senior & Disabled Transportation Program's 3-year cycle covering fiscal years 2017/18, 2018/19, and 2019/20.

DISCUSSION:
Approximately twenty percent of Monterey County's population currently qualifies for senior and/or disabled transportation services and that figure is expected to increase in the coming years. In addition, Monterey County is composed of a range of geographies, including rural areas, unincorporated towns, incorporated cities and areas surrounding incorporated cities. Due to this range of geographies and client needs, one service type often cannot effectively serve the needs of all seniors and persons with disabilities living throughout the County. The purpose of the Agency's Senior & Disabled
Transportation Program is to fund non-profit transportation services for seniors and persons with disabilities to support their ability to live independently in their homes and communities.

The five organizations selected for funding during the first cycle submitted their first annual reports (web attachment) documenting communities served and success meeting project goals. Per the grant agreements and program guidelines, the following criteria is required to verify funds were used for eligible expenses and activities

1. **Project Payments:** quarterly claims that include documentation (procurement solicitation process if applicable, receipts, vendor invoices, and progress reports) must be submitted for payment reimbursement.

2. **Annual Report:** an end of year summary of work completed and work remaining in the next year, funds expended, number of seniors served, number of people with disabilities served, description of the communities served, and pictures of events or activities.

The Transportation Agency is conducting a needs assessment (web attachment) in response to questions about the selection process and scoring criteria for the first grant cycle of the program. The Assessment will:

1. Identify existing transportation services for seniors and persons with disabilities,
2. Determine gaps in service, potential enhancements, and improved coordination; and
3. Identify potential changes to the Program application to better meet the needs of Monterey County's senior and disabled residents.

Staff requests the release of the draft Program Guidelines to collect input on changes for the second grant cycle. The Program Guidelines (web attachment) include the following sections for review:

- Eligible activities and expenses
- Application review process and scoring criteria
- Measure X program specific policies (project payments, funding agreement, annual report, etc.)
- Program application

Current application scoring criteria favors proposals with:

- ability to implement the project within 3-5 year funding timeline
- a project to fill a gap in transportation services for seniors or persons with disabilities
- high percentage of seniors or persons with disabilities eligible to use the service
- high percentage of communities served
- ability to leverage other public or private funding sources

The guidelines will be presented to and reviewed by the Monterey-Salinas Transit Mobility Advisory Committee, the Measure X Citizens Oversight Committee, and other stakeholders that serve seniors and persons with disabilities.

The proposed timeline for this project is below:

<table>
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<tr>
<th>Date</th>
<th>Task</th>
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May 22, 2019
- TAMC Board of Directors releases draft guidelines and needs assessment for public review
- MST Mobility Advisory Committee reviews draft guidelines and needs assessment

July 16, 2019
- Measure X Citizens Oversight Committee reviews draft guidelines and needs assessment

July 31, 2019
- Public comment period closes

September 25, 2019
- TAMC Board of Directors adopts guidelines and needs assessment, and opens call for Cycle 2 projects

November 29, 2019
- Cycle 2 Applications Due

December 2-20, 2019
- Review Committee meets to score applications

January 16, 2020
- Draft Program of Projects presented to Measure X Citizens Oversight Committee

January 31, 2020
- Draft Program of Projects presented to MST Mobility Advisory Committee

February 27, 2020
- TAMC Board of Directors adopts Program of Projects for FY 2020/21, 2021/22 and 2022/23

March 28, 2020
- Execute Cycle 2 grant agreements

WEB ATTACHMENTS:
- Measure X Senior & Disabled Transportation - 2018 Annual Reports
- Measure X Senior & Disabled Transportation - Draft Needs Assessment
- Measure X Senior & Disabled Transportation - Draft Program Guidelines (Cycle 2)
RECOMMENDED ACTION:
Regional Surface Transportation Program Fair Share Allocation:
1. APPROVE the request by the City of Carmel to program $42,875.86 in Regional Surface Transportation Program fair share funds to the Ocean Avenue Repaving project; and
2. APPROVE amending Exhibit A of the local funding agreement to include this project and funding.

SUMMARY:
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. Funding is available at the discretion of the local jurisdiction for their chosen projects, upon approval by the Transportation Agency Board.

FINANCIAL IMPACT:
The Regional Surface Transportation Program was established by the State of California to utilize gas tax revenues on a wide variety of local transportation projects. The Transportation Agency receives these funds, which total approximately $3.5 million to $4.0 million per year, and distributes them to the Cities and County in two methods: fair share and competitive share. The Transportation Agency distributes $1.2 million per year as the fair share component to the cities and County based on population. The City of Carmel has a sufficient balance in its RSTP fair share reserve to program $42,875 to the Ocean Avenue Repaving Project.

DISCUSSION:
The Transportation Agency is tasked with reviewing projects proposed for Regional Surface Transportation Program fair share monies and approving the funding if the project is deemed eligible under state law. Examples of the types of transportation projects that are eligible for funding include: local street and roadway rehabilitation, bicycle facilities, pedestrian facilities, public transit capital and
signal coordination and other safety and operational improvements.

The City of Carmel is requesting that TAMC program $42,875 in Regional Surface Transportation Program fair share funds to the Ocean Avenue Repaving project. This project consists of the repaving of Ocean Avenue between Monte Verde Street and Junipero Avenue. In addition to removing and repaving the failed pavement, this project includes the installation of 26 ADA-compliant sidewalk ramps, curb and sidewalk repair, drainage upgrades, and the restoration of striping and pavement markings. Staff confirms that this project is eligible for RSTP funding and recommends that the Board approve this request.

**ATTACHMENTS:**

- Carmel - Allocation Request Letter
- RSTP Exhibit A - Carmel
April 17, 2019

Ms. Debbie Hale  
Executive Director  
Transportation Agency for Monterey County  
55 Plaza Circle, Suite B  
Salinas, CA 93901

Subject: Request for Regional Surface Transportation Program Fair Share Allocation

Dear Ms. Hale,

The City of Carmel-by-the-Sea requests to allocate its 2017 Regional Surface Transportation Program (RSTIP) Fair Share of $42,875 to the Ocean Avenue Repaving segment of the Citywide 2018 Paving Project. This project consists of the repaving of Ocean Avenue between Monte Verde Street and Junipero Avenue. In addition to removing and repairing the failed pavement, this project includes the installation of 26 ADA-compliant sidewalk ramps, curb and sidewalk repair, drainage upgrades, and the restoration of striping and pavement markings.

We appreciate the consideration of this request by the TAMC Board of Directors. Should you have any questions, please contact the City's Public Works Director Robert Harary on 831.620.2021 or at rharary@ci.carmel.ca.us

Sincerely,

Chip Rerig  
City Administrator

cc: Robert Harary, Public Works Director
## City of Carmel-by-the-Sea

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**Last Revised:** 5/22/2019  
**Approved by:** Debra L. Hale, Executive Director
RECOMMENDED ACTION:

AUTHORIZE the use of $228,000 from State Freeway Service Patrol and Service Authority for Freeways and Expressways funding to continue temporary services.

SUMMARY:
The Agency currently operates the Freeway Service Patrol with four beats on three road segments. Beat 1 operates on Highway 101 from Airport Boulevard in Salinas to the San Benito County line. Beat 2 operates on State Route 1 from Rio Road in Carmel to Highway 183 in Castroville. The proposed task orders would continue the temporary Beat 3 on Highway 101 serving traffic from Airport Boulevard in Salinas to Main Street in Chualar, and continue the temporary Beat 4 service truck along the State Route 1 Beat 2 from Rio Road in Carmel to Highway 183 in Castroville for thirteen months.

FINANCIAL IMPACT:
The total budgeted cost of the two proposed task orders is $228,000 for thirteen months. Funding for this program comes from the California Department of Transportation, with a 25% local match from the Transportation Agency. The local match will come from a $1 vehicle registration fee collected by the Department of Motor Vehicles for the call box motorist aid program.

DISCUSSION:
The Freeway Service Patrol is responsible for clearing the freeway of automobiles, motorcycles, small trucks (vehicles with a gross weight of 6,000 pounds or less) and small debris. The Freeway Service Patrol vehicle operators contracting with the Transportation Agency provide "quick fix" items to motorists, e.g., furnishing one gallon of gasoline, changing flat tires, providing a "jump" start, taping or repairing cooling system hoses, refilling radiators or similar minor repairs. They also provide towing for minor collisions. If the disabled vehicle cannot be repaired on site, it is towed to a California Highway Patrol designated drop location. In that case, the motorist can request the vehicle operator to contact the California Highway Patrol Communication center to call a rotational tow, specified tow or
a friend/relative to assist them. The Freeway Service Patrol program is managed by a partnership of the Transportation Agency for Monterey County, the California Department of Transportation, and the California Highway Patrol (CHP).

The Freeway Service Patrol (FSP) currently operates four beats on three road segments. Beat 1 operates on Highway 101 from Airport Boulevard in Salinas to the San Benito County line. Beat 2 operates on State Route 1 from Rio Road in Carmel to Highway 183 in Castroville. Temporary Beat 3 operates on Highway 101 from Airport Boulevard in Salinas to Main Street in Chualar. Temporary Beat 4 operates a non-tow service truck along Beat 2. FSP drivers patrol these beats during times of peak traffic congestion from 7:00 - 9:00 a.m. and 3:00 - 7:00 p.m., Monday through Friday. To accommodate increased tourist traffic during the summer months, modified beats operate on Highway 101 on Sundays and State Route 1 on Saturdays. The CHP may also approve work in excess of regular service hours.

In March 2017, the Agency issued a request for proposals for a new four-year contract (July 1, 2017 to June 30, 2021). After an extensive evaluation process, including site visits and inspections, the evaluation committee, formed with members from the California Highway Patrol, Santa Cruz Regional Transportation Commission and the Transportation Agency, determined that the existing contractor, California Towing and Transport, had the best ability to meet requirements set forth in the Scope of Work. The review panel unanimously recommended the company for both the Beat 1 and Beat 2 contracts.

In May 2018, the Agency authorized task orders for temporary services along Highway 101 (Beat 3) and State Route 1 (Beat 4). The existing temporary service task orders expire on May 31, 2019. The California Highway Patrol (CHP) has expressed their desire to continue these temporary services in order to better address the need for motorist assistance. These additional temporary services run during the same days and times as the original two services.

Historically, there is also an increase in service assists during the summer months, generally from Memorial Day to Labor Day. Continuing the additional service will also help to better meet increased demand during this peak travel season.

The current contract allows for task orders to provide additional service if the service is determined to be needed by the Agency. Given the interest expressed by the CHP in continuing the expanded service, and the expected increase in demand during the summer travel season, staff recommends issuing task orders to continue the additional services (Beats 3 and 4) for a thirteen month period. This time frame will allow the additional services to operate until June 30, 2020 and allow staff to evaluate the feasibility of expanding the service on a permanent basis.
RECOMMENDED ACTION:

Monterey County Call Box Program: Verizon Wireless Contract Amendment No. 2:
1. APPROVE contract Amendment No. 2 with Verizon Wireless extending the term of the agreement to December 31, 2019;
2. AUTHORIZE the Executive Director to execute documentation necessary to enter into the updated Participating Addendum with NASPO Value Point (formerly Western States Contracting Alliance) and the State of California with respect to Verizon Wireless Communication and Equipment services; and
3. AUTHORIZE the Executive Director to execute the contract and changes to the contract if such changes do not increase the Agency’s net cost, subject to approval by Agency Counsel.

SUMMARY:
In 2012, following a competitive procurement process, the Transportation Agency contracted with Verizon Wireless to provide digital cellular service for call boxes in Monterey County. The service contract with Verizon Wireless is subject to the terms of the user agreement with NASPO Value Point (formerly Western States Contracting Alliance) and the State of California with respect to Verizon Wireless Communication and Equipment services, which has been amended to extend service through December 31, 2019. This Amendment will bring the Agency’s contract into compliance with the updated NASPO Value Point agreement with Verizon Wireless.

FINANCIAL IMPACT:
The terms of the current contract will remain in effect, and currently the Agency pays a rate of $0.06 per minute. The current contract has a not to exceed amount of $34,200, of which approximately $27,000 is remaining. Staff estimates that the cost of this extension will be well within the remaining budget of the current contract. The funding for the cellular service comes from the $1 vehicle registration fee collected by the California Department of Motor Vehicles.

DISCUSSION:
Monterey County’s call box system contains approximately 190 installed call boxes on most freeways and highways, as well as selected county roads. The Transportation Agency currently contracts with Verizon Wireless for digital cellular services for the call box program. The current agreement provides for a rate of $0.06/min, no monthly services fees, free nights and weekends, and no annual term requirement or termination fees. The contract expires at the end of the current fiscal year, June 30, 2017.

Although the Agency currently has approximately 190 call boxes in use, the total number of call boxes in Monterey County is expected to decrease in the coming years as the Agency implements its Call Box Modernization Plan, which is currently being drafted. Staff anticipates that the actual Verizon costs will be lower than the budgeted amount because the system is likely to be smaller in the future as call boxes are removed under the Modernization Plan.

The current Verizon Wireless contract uses the pricing, terms and conditions of NASPO ValuePoint (formerly Western States Contracting Alliance (WSCA)), a Multi-State contract to which the State of California subscribes. Using the NASPO contract allows TAMC to receive a significantly higher discount than it would otherwise qualify for as a single entity since the pricing under the NASPO contract is based upon the 10,000+ line attainment level. The NASPO agreement was amended to extend the term of the agreement to December 31, 2019.

Staff recommends amending the current agreement with Verizon Wireless, and authorizing the Executive Director to enter into the amended NASPO agreement to allow the agency to be in concurrence with the NASPO agreement, and continue to provide digital cellular service to the Monterey County call box system through December 31, 2019.

**ATTACHMENTS:**

- Draft Verizon Wireless Contract Amendment No. 2
AMENDMENT No. 2 TO AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY AND VERIZON WIRELESS

THIS AMENDMENT NO. 2 to the agreement dated July 1, 2012, between the Transportation Agency for Monterey County, hereinafter referred to as “TAMC,” and Verizon Wireless, hereinafter referred to as “Consultant,” is hereby entered into between TAMC and the Consultant.

RECITALS:

A. WHEREAS, TAMC and Consultant entered into an agreement for professional services on July 1, 2012, hereinafter referred to as “Agreement;” and

B. WHEREAS, on June 28, 2017, TAMC and Consultant entered into Amendment No. 1 to the Agreement in order to extend the term of the agreement to June 30, 2019; and

C. WHEREAS, the Master Agreement with NASPO ValuePoint (formerly Western States Contracting Alliance) and the State of California with respect to Verizon Wireless Communication and Equipment services was amended to extend the term of service from June 30, 2019 to December 31, 2019; and

D. WHEREAS, TAMC and Consultant desire to extend the contract term as stated in the Consultant Agreement and Amendment No. 1 in order to be in agreement with the amended Master Agreement with NASPO and the State of California with respect to Verizon Wireless Communication and Equipment services.

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. TERM OF AGREEMENT

   The term of this agreement is extended to December 31, 2019.

2. REMAINDER OF TERMS UNCHANGED

   All other terms of the Agreement, including the “not to exceed” amount of $34,200 remain in full effect.

An executed copy of this Amendment No. 2 shall be attached to the Agreement and shall be incorporated as if fully set forth therein.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to the Agreement with Verizon Wireless.

TAMC:                           CONSULTANT:

______________________________  ______________________________
Debra L. Hale
Executive Director

______________________________  ______________________________
(date)                         (date)

Approved as to form:

______________________________  ______________________________
TAMC Counsel                    (date)
Memorandum

To: Board of Directors  
From: Elouise Rodriguez, Senior Administrative Assistant  
Meeting Date: May 22, 2019  
Subject: TAMC Committee Minutes

RECOMMENDED ACTION:
ACCEPT draft minutes of the Transportation Agency Committees:
- Executive Committee - May 1, 2019
- Bicycle and Pedestrian Facilities Advisory Committee - May 1, 2019
- Technical Advisory Committee - May 2, 2019
- Rail Policy Committee - May 6, 2019
- Excellent Transportation Oversight Committee - no meeting

ATTACHMENTS:
- Executive Committee Draft Minutes of May 1, 2019
- Rail Policy Committee draft minutes of May 6, 2019
1. **CALL TO ORDER:** Chair Huitt called the meeting to order at 9:00 a.m. Roll call was taken, and a quorum was confirmed.

   Staff present: Muck, Goel, Rodriguez and Zeller
   Others present: Agency Counsel Kay Reimann and Paula Getzelman and Kevin Dayton from the Measure X Oversight Committee.

2. **PUBLIC COMMENTS:** None.
3. CONSENT AGENDA:
On a motion by Past Chair Phillips and seconded by Committee Member Smith, the committee voted 6-0 to approve the consent agenda.

3.1 Approved minutes from the Executive Committee meeting of April 3, 2019.
END OF CONSENT

4. THREE-YEAR BUDGET AND FY 19/20 OVERALL WORK PROGRAM
On a motion by Past Chair Phillips and seconded by Committee Member Smith, the committee voted 6-0 to recommend that the Board approve Resolution 2019-05 adopting the fiscal year 19/20 budget and overall work program, and estimated budgets for fiscal years 20/21 and 21/22.

Rita Goel, Director of Finance & Administration, highlighted the changes of the final budget for the three-year period from July 1, 2019 to June 30, 2022. She reported that the Agency budget separates expenditures into two parts: operating and direct programs. The operating expenditures includes salaries and benefits, materials and supplies, and equipment. The direct program expenditures include project specific delivery, outside consultants, and contracts. She noted that the Agency expects to have enough revenues and reserves to cover operations and the planned activities in the proposed overall work program.

Todd Muck, Deputy Executive Director, reported that the final fiscal year 2019/20 overall work program adds the Active Transportation Program grant received to expand Safe Route to School outreach efforts and otherwise contains only minor changes made in response to comments by Caltrans.
5. **MEASURE X ANNUAL AUDIT RESULTS FOR 2017/18**

The Committee received an update on the results of the Measure X annual audit and compliance reporting for 2017/18.

Mike Zeller, Principal Transportation Planner, reported on the first full year of Measure X reporting, for fiscal year 2017/18, was due on December 31, 2018. As this was the first year of the independent audits’ requirements, there has been a learning curve for all entities involved. As of April 30, 2019, of the thirteen recipient jurisdictions, ten have fully complied and three have only partially complied with the independent audit requirements. At this time, staff is continuing to work with the non-compliant jurisdictions to ensure all reporting materials are submitted. Staff will then evaluate lessons learned this year’s process and develop a set of recommend changes to help clarify the requirements and avoid reporting delinquencies in the future.

Public comment:

Paula Getzelman, Chair for Measure X Oversight Committee, reported that their mission is to see that the Measure X funds are spent in accordance to the ordinance. She noted that many jurisdictions did not meet the compliance timeline, noting this is the first year, but that in the future the oversight committee will expect the jurisdictions to be on time and fully compliant to the Measure X reporting requirements.

6. **TAMC DRAFT AGENDA FOR MAY 22, 2019**

Deputy Executive Director Muck reviewed the draft regular and consent agenda for the TAMC Board meeting of May 22, 2019. After Executive Committee discussion, the following items will be considered on the regular agenda:

- Receive presentation and approve the Canyon Del Rey (SR 218) Corridor Study;
- Receive presentation on the Measure X First Year Audit results and the Measure X First Year Audit Report;
- Receive a presentation on the reporting process and comments received from jurisdictions related to the Measure X annual reporting requirements; and
- Approve Resolution 2019-05 adopting the fiscal year 19/20 budget and overall work program, and estimated budgets for fiscal years 20/21 and 21/22.

On the consent agenda, the Board will:

- Authorize the Executive Director to execute a contract with Access Monterey Peninsula to provide digital recording, production, broadcasting and live stream services of the Transportation Agency Board meetings;
- Adopt Policy for Unsolicited Proposals; and
- Release the draft Measure X Senior & Disabled Transportation program guidelines and draft needs assessment for public review.
7. **ANNOUNCEMENTS**
Committee member LeBarre requested an item be agendized at a future meeting to discuss using Measure X revenue in excess of forecasted amounts to construct sidewalks for the schools in San Ardo and San Lucas.

8. **ADJOURNMENT**
Chair Huitt adjourned the meeting at 9:45 a.m.
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1. **QUORUM CHECK AND CALL TO ORDER**
Chair LeBarre called the meeting to order at 3:00 p.m. A quorum was established, and self-introductions were made.

**OTHERS PRESENT**
- Kim Cruz: Sand City Councilmember
- Brad Tarp: Salinas Resident
- Jennifer Russell: MNS Engineers
- Don Reynolds: City of Salinas
- Todd Kennedy: City of San Juan Bautista
- Ginger Dykaar: SCCRTC
- Cheryl Ku: Monterey County RMA
- Paul Powers: Salinas Resident

2. **PUBLIC COMMENTS**
None this month.

3. **CONSENT AGENDA**
M/S/C Oglesby/Smith/unanimous
3.1 Approved minutes of the March 4, 2019 Rail Policy Committee meeting.

**END OF CONSENT AGENDA**

4. **SALINAS RAIL KICK START PROJECT UPDATE**
The Committee received an update on the Salinas Rail Kick Start Project.

Christina Watson, Principal Transportation Planner, reported on recent progress on the Monterey County Rail Extension Project. Laurie Williamson, Senior Engineer, reported that Agency staff is working with the City of Salinas on relocation of their sanitary sewer to Railroad Avenue and the storm drain to the future Lincoln Avenue Extension alignment, and that both relocation projects are expected to start late May or early June. She noted that once the utility relocation projects are complete, TAMC’s construction contractor MPE will relocate Cal Water lines and stage the construction of the Lincoln Avenue extension, anticipating completion of all work by the fall of 2020.

Mike Zeller, Principal Transportation Planner, reported that recent work preparing for the acquisition of parcels for Package 2, the Salinas layover facility, include the completion of a Phase II Environmental Site Assessment and plats and legal descriptions of the partial acquisitions. He noted that now that those activities are complete, ARWS can initiate the appraisal process. Mr. Zeller noted that they found arsenic on one parcel and would need to get a cost estimate for clean it up in order to proceed with the acquisition.

Ms. Watson reported on other projects underway by other agencies that may affect the Package 3 work in Gilroy or along the rail corridor between Gilroy and Salinas, and that staff will prepare a Request for Proposals for final design of Packages 2 and 3 after meeting with Caltrain, the State, and Union Pacific on the 75% plans and move forward with negotiations for track rights and encroachment or acquisition of Union Pacific right of way in Salinas.

Committee member Potter expressed that the letter from Caltrain (included in the packet) is the closest TAMC has ever been to securing an operator for the service.
Committee member Smith noted that in the letter from the City of Salinas, City Manager Ray Corpuz highlighted issues with the storm drain and sanitary sewer in Station Place. Don Reynolds, City of Salinas Assistant Public Works Director, noted that the relocation plans were changed to work around conflicts with AT&T in West Market, and that the project team are working to resolve conflicts with CalWater in Railroad Avenue. Ms. Williamson noted that the buildings for which the sanitary sewer was needed are no longer there, and the relocated lines will serve the existing users and the future bioswales in the parking lot.

Brad Tarp, resident, expressed that there should be no arsenic on his property, due to the water pollution clean-up that was done, and that the only restriction is a prohibition on drilling wells. He stated that he has previously provided Mr. Zeller with a copy of the document from the State Water Board clearing the property of contamination.

5. COAST CORRIDOR RAIL PROJECT UPDATE
The Committee received an update on the planned increase in passenger rail service along the coast corridor between San Francisco and Los Angeles.

Christina Watson, Principal Transportation Planner, reported that progress since the last update on the coast rail project includes a meeting of the Coast Rail Coordinating Council Policy Committee in Santa Barbara on March 8. The Committee approved bylaws and a contract with Gus Khouri for legislative assistance. She said that in March, the State announced two State Rail Assistance grant awards. She noted that the next Policy meeting is rescheduled for May 31 in San Luis Obispo.

Ms. Watson noted that in April, CRCC Chair Dave Potter, RPC Chair Mike LeBarre, and Ms. Watson attended the 7th annual California Passenger Rail Summit in Oakland.

Committee member Potter noted that he attended the Rail Summit and there were over three hundred people and it seems to be growing each year. He noted that the opportunity to network with other rail operators to collaborate was great and was a good conference that included an enlightening tour of transit-oriented developments in Richmond and Emeryville.

Committee member Smith asked why a temporary platform on King City. Chair LeBarre noted that a temporary platform is the minimum investment needed to get the train to stop. The State is motivated to get it going soon and having a stop will build ridership and help get more funding for further investments in a station. Mr. Smith noted that the City of Monterey provides services for Fort Hunter Liggett via an intergovernmental services agreement with the Presidio thinks that could be leveraged for additional funding.

Committee ex-officio alternate Harvath requested to be included in the planning of the King City station.

6. RAIL NETWORK INTEGRATION STUDY
The Committee received an update on the Monterey Bay Area Rail Network Integration Study.

Christina Watson, Principal Transportation Planner, reported that on April 24, the TAMC Board approved a contract with AECOM to perform a Monterey Bay Area Network
Integration Study and noted the anticipated reports to the RPC were outlined in the staff report.

Chair LeBarre asked how the study would be coordinated with work being done in other areas, such as the Service Implementation Plan in San Luis Obispo County. Ms. Watson replied that she would make sure that studies being done in connecting regions will be coordinated.

Committee ex-officio alternate Hierling requested to be included in the Rail Network Integration Study.

Ms. Watson reported that Agency staff was approached by Dennis Lowery of Lowery Capital Partners inquiring about the potential for a privately-run rail service in the County, connecting Marina, Santa Cruz, and Gilroy or San Jose.

Committee member Smith noted the letter to Mr. Lowery (included in the packet) was well worded and made it clear that the Agency must follow certain rules as a public agency. He asked if there are other examples of privately-run railroads in California. Ms. Watson replied the only one she knew of is in Florida. Committee ex-officio Harvath (originally from Florida) noted the difference would be population density along the corridor.

Committee member Adams asked if the project should be considered a Public-Private Partnership (P3). Deputy Executive Director Todd Muck noted TAMC would consider it a P3 project as the Agency owns the Branch Line they would want to run on.

Committee member Potter reported that he met with Mr. Lowery and noted that as developers, they want a rail service to connect with their developments, and that they seemed open to only running from Monterey to Santa Cruz, with connections to the future service to Gilroy/San Jose.

7. ANNOUNCEMENTS AND/OR COMMENTS FROM COMMITTEE MEMBERS
Ginger Dykaar, Transportation Planner, Santa Cruz County Regional Transportation Commission (RTC), noted that the RTC completed a Santa Cruz Branch line feasibility study known as the Unified Corridor Investment Study. She reported that the RTC voted unanimously to protect the rail corridor right-of-way for future mass transit operations. Ms. Dykaar noted that the RTC will work with the Santa Cruz Metropolitan Transit District on an alternatives analysis. In conclusion Ms. Dykaar noted that RTC also received funding from the state for a network integration study.

Committee member Potter asked about the current condition of the branch line. Ms. Dykaar reported that trains currently cannot run north of Pajaro due to multiple washouts and disruptions from this winter’s rains.

8. ADJOURN
Chair LeBarre adjourned the meeting at 3:42 p.m.
Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant
Meeting Date: May 22, 2019
Subject: Correspondence

RECOMMENDED ACTION:
RECEIVE correspondence to and from TAMC for the month of May 2019.

WEB ATTACHMENTS:

- January 15, 2019 letter from CA Metropolitan Planning Organizations, including AMBAG, to Steven Cliff, Deputy Executive Officer, CA Air Resources Board, re: Draft Proposal for Updated Sustainable Communities Strategy Program and Evaluation Guidelines
- April 17, 2019 letter from TAMC to Senator Portantino, re: SB 152 (Beall): Active Transportation Program - OPPOSE
- April 19, 2019 letter from the City of Marina to Senator Caballero, re: SB 628 (Caballero): Prunedale Bypass: disposition of excess properties; Relinquishment: State Route 183 - SUPPORT
- April 29, 2019 letter from King City to Senator Allen, re: Intercity Passenger Rail Services: Motor Coach Transportation of Passengers - Letter of Support
- April 29, 2019 letter from the Monterey Bay Economic Partnership to Assembly Member Rivas, re: State Route 156/ Castroville Boulevard Safety Improvements: Request for $10 million for Preconstruction Activities
- April 29, 2019 letter from the Monterey Bay Economic Partnership to Senator Caballero, re: SB 628 (Caballero): Prunedale Bypass: disposition of excess properties; Relinquishment: State Route 183 - SUPPORT
- May 1, 2019 letter from TAMC to Matt Pressey, Finance Director, City of Salinas, re: Measure X Compliance Issues
- May 1, 2019 letter from TAMC to Kimberly Drabner, Finance Director, City of Seaside, re: Measure X Compliance Issues
- May 1, 2019 letter from TAMC to Senator Allen, re: Intercity Passenger Rail Services: Motor Coach Transportation of Passengers - Letter of Support
• May 8, 2019 letter from TAMC to Senator Beall, re: SB 5 (Beall): Affordable Housing and Community Development Investment Program – SUPPORT

• May 8, 2019 letter from TAMC to Senators Caballero and Glazer, re: SB 25 (Caballero & Glazer): California Environmental Quality Act: projects funded by qualified opportunity zone funds or other public funds – SUPPORT

• May 8, 2019 letter from TAMC to Assembly Member Ting, re: AB 1486 (Ting): Local Agencies: Surplus Land – OPPOSE