



Regional Transportation Planning Agency - Local Transportation Commission  
 Monterey County Service Authority for Freeways & Expressways - Email: [info@tamcmotnerey.org](mailto:info@tamcmotnerey.org)

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

**Wednesday, September 27, 2017**  
**Agricultural Center Conference Room**  
**1428 Abbott Street**  
**Salinas, California**  
**\*\*9:00 AM\*\***

*(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](http://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.

- 4. CONDUCT** facilitated workshop focused on the update of Agency strategic goals and objectives.

**- Feinberg**

*The Agency hired Terry Feinberg to conduct activities related to the update of its Strategic Goals and Objectives. The process includes interviews of Board members, a facilitated Board workshop, and revision of the Agency's Goals and Objectives.*

- 5. ADOPT** resolution of appreciation recognizing Kay Reimann for her years of excellent legal advice and counsel to the Transportation Agency for Monterey County.

**- Hale**

**6. ADJOURN**

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**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 August 23, 2017.

**- Rodriguez**

- 3. 1.2 ACCEPT** the list of checks written for the month of August 2017 and credit card statements for the month of July 2017.

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

- 3. 1.4 ADOPT** Resolution 2017-23 amending Resolution 2016-09 changing the maximum cash-out allowance under the Agency's Section 125 benefit plan (Cafeteria Plan) for health insurance benefit from \$863.41 to \$400.00 effective January 1, 2018, for all classification of employees.

**- Goel**

*Currently, Resolution 2016-09 permits the maximum cash-out under the Agency's Section 125 benefit plan (Cafeteria Plan) as \$863.41. With the adoption of Resolution 2017-23, effective January 1, 2018, the maximum cash-out permitted will be \$400.00.*

- 3. 1.5 AMEND** Executive Director Hale's contract to align the maximum cash-out amount permitted for the health benefit with the Agency's Section 125 benefit plan (Cafeteria Plan).

- Goel

*In order to align with Resolution 2017-23, modifying the maximum cash-out amount permitted under the Section 125 benefit plan (Cafeteria Plan) effective January 1, 2018, it is necessary to amend the Executive Director's employment agreement with the Agency.*

- 3. 1.6 RATIFY** changes to paid vacation and professional leave for Principal Engineer hired by the Executive Director.

- Goel

*The Executive Director negotiated a hiring package for Richard Deal, as a Principal Engineer. The terms negotiated include attributing prior years' experience in the public sector as TAMC experience, so to maximize vacation accrual, and to allow ten days of professional leave. Both these terms are different than what are identified in the Agency's Human Resources Rules & Regulations for new hires to the Agency. The Executive Committee reviewed the terms in Closed Session, and approved them.*

## **BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES**

- 3. 2.1 Designation of Lead Agency - Environmental Review - Fort Ord Regional Trail and Greenway:**

1. **APPROVE** the Memorandum of Understanding to designate TAMC as the lead agency for environmental review for the proposed Fort Ord Regional Trail and Greenway project; and
2. **DISTRIBUTE** to the cities of Marina, Seaside, Monterey and Del Rey Oaks and the County of Monterey for their adoption.

- Murillo

*The Fort Ord Regional Trail and Greenway (FORTAG) is a proposed regional active transportation corridor which was identified in Measure X as a regional bike and pedestrian safety project. To facilitate consideration and potential development of this multi-jurisdictional project, TAMC is proposing to serve as the lead agency for program-level environmental review.*

3. 2.2 **RELEASE** draft Measure X Senior & Disabled Transportation Grant Program Guidelines for public review.

- Murillo

*The purpose of the Measure X Senior and 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. Per Measure X policies, this program is intended to fund non-profit transportation services to support seniors and persons with disabilities.*

3. 2.3 **APPROVE** funding Bicycle Secure Program grant applications from Sand City and Seaside High School.

- Leonard

*The Agency received two applications for the Bicycle Secure Program in August, one from Sand City and one from Seaside High School. Combined, the two applications are requesting eight bicycle racks, one skateboard rack, and two repair stations.*

## PLANNING

3. 3.1 **RATIFY** support of California Federal Transportation Infrastructure Investment Principles as consistent with adopted Federal Legislative Program.

- Watson

*Staff responded to a request from Caltrans to sign on to statewide federal legislative principles by August 31, 2017. Staff reviewed the principles and found them to be consistent with the Agency's adopted Federal Legislative Program.*

3. 3.2 **Caltrans Planning Grant Application:**

1. **AUTHORIZE** staff to submit a Caltrans Sustainable Communities Transportation Planning Grant application to prepare a Safe Walking and Bicycling to School - Complete Streets Study to improve access to schools in Seaside and Marina;
2. **APPROVE** the local grant match not to exceed \$50,000 from the Safe Routes to School Measure X funding and partner agency contributions; and
3. **AUTHORIZE** the Executive Director to accept grant funds, if awarded.

- Green

*The Caltrans Sustainable Transportation Planning grant program is accepting applications for fiscal year 2017-2018. Transportation Agency staff is seeking Board authorization to pursue a grant to study opportunities for complete streets to make it safer for children to walk and bike to school in Seaside and Marina.*

## PROJECT DELIVERY and PROGRAMMING

### 3. 4.1 Pavement Management Program Services:

1. **AUTHORIZE** staff to enter into reimbursement agreements with local agencies for TAMC to procure MTC software and database setup services, and for consultant pavement condition surveys and professional services to develop a local agency Pavement Management Program on their behalf, subject to the review and approval of Agency counsel; and
2. **AUTHORIZE** staff to execute a Technical Support Service agreement with the Metropolitan Transportation Commission (MTC) to acquire StreetSaver software and database setup services to develop a local agency Pavement Management Program, subject to the review and approval of Agency counsel; and
3. **AUTHORIZE** staff to publish a Request for Proposals for consultant services to provide pavement condition surveys and professional services to develop a local agency Pavement Management Program utilizing StreetSaver software, subject to the review and approval of Agency counsel.

- Myers

*It is a requirement of Measure X that each local agency is required to have a Pavement Management Program in order to receive funding. The Agency will coordinate a joint procurement of Pavement Management Program services for those agencies that are in need of these services and elect to participate in this joint procurement effort.*

### 3. 4.2 Travel Demand Management Branding & Marketing Consultant Agreement:

1. **AUTHORIZE** the Executive Director to execute a contract with Moxxy Marketing for an amount not to exceed \$57,000 to develop a brand and marketing strategy for TAMC's travel demand management program;
2. **APPROVE** the use of \$57,000 of Service Authority for Freeways and Expressways (SAFE) funds;
3. **AUTHORIZE** the use of \$50,000 in SAFE funds as included in the FY2017/18 budget and an additional \$7,000 in SAFE fund from the account fund balance; and,
4. **AUTHORIZE** the Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, pending approval by Agency counsel.

- Green

*Proposals for branding and marketing strategy services for the Transportation Agency's Travel Demand Management program were solicited from qualified marketing firms. The review committee recommends Moxxy Marketing, based in Salinas, for the contract.*

### **3. 4.3 Ridesharing and Trip Planning Software Consultant Agreement:**

1. **AUTHORIZE** the Executive Director to execute a two-year contract with Right Click Solutions, Inc., dba RideAmigos, for an amount not to exceed \$60,000 to provide ridesharing and trip planning software for TAMC's travel demand management program;
2. **APPROVE** the use of \$60,000 of Service Authority for Freeways and Expressways (SAFE) funds budgeted for this purpose; and
3. **AUTHORIZE** the Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, pending approval by Agency counsel.

- Green

*TAMC released a Request for Proposals for ridesharing/trip planning software in June 2017. Three proposals were received. The review panel recommends selection of Right Click Solutions, Inc. dba RideAmigos, due to their robust tool, automatic trip tracker app and reputation for excellent customer service.*

## **RAIL PROGRAM**

### **3. 5.1 Salinas Rail Station – Hazardous Materials Testing and Monitoring:**

1. **AUTHORIZE** the Executive Director to execute a contract with Geocon Consultants, Inc., in an amount not to exceed \$100,180, to provide hazardous materials testing and monitoring services for the Salinas Rail Kick Start Project, Package 1, for the period ending December 31, 2018;
2. **APPROVE** the use of Traffic Congestion Relief Program (TCRP) funds budgeted to this project; and
3. **AUTHORIZE** the Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

- Watson

*TAMC released a Request for Proposals for the Hazardous Materials Testing and Monitoring of structures to be demolished for the Salinas Rail Kick-Start Project, Package 1, on June 28, 2017. Two proposals were submitted. The proposal review team and staff recommend hiring Geocon to do the hazardous materials testing and monitoring for the Salinas Rail Station.*

**REGIONAL DEVELOPMENT IMPACT FEE - No items this month**

**COMMITTEE MINUTES - CORRESPONDENCE**

**3. 7.1 ACCEPT** draft minutes from Transportation Agency Committees:

- Executive Committee - September 6, 2017
- [Bicycle and Pedestrian Committee - September 6, 2017](#)
- Rail Policy Committee - September 11, 2017
- [Technical Advisory Committee - September 7, 2017](#)

**- Rodriguez**

**3. 7.2 RECEIVE** selected correspondence sent and received by the Transportation Agency for September 2017.

**- Rodriguez**

**END OF CONSENT AGENDA**

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## ANNOUNCEMENTS

Next Transportation Agency for Monterey County meeting will be on  
Wednesday, October 25, 2017

**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.*



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

**Memorandum**

**To:** Board of Directors  
**From:** Debra L. Hale, Executive Director  
**Meeting Date:** September 27, 2017  
**Subject:** Transportation Agency Strategic Goals and Objectives Workshop

**RECOMMENDED ACTION:**

**CONDUCT** facilitated workshop focused on the update of Agency strategic goals and objectives.

**SUMMARY:**

The Agency hired Terry Feinberg to conduct activities related to the update of its Strategic Goals and Objectives. The process includes interviews of Board members, a facilitated Board workshop, and revision of the Agency's Goals and Objectives.

**FINANCIAL IMPACT:**

Estimated or possible funding sources available for regional projects and programs:

- \$8 M - \$9 M per year in Measure X funds;
- \$6 M per year in State Transportation Improvement Program funds;
- \$2 M to \$3 M per year in Regional Surface Transportation Program funds;
- \$1 M - \$2 M in Regional Development Impact Fee Program revenues;
- Toll revenues, if implemented, for the State Route 156 Monterey Expressway;
- Local Partnership Program formula matching funds;
- SB 1 competitive program funds, e.g.: Congested Corridors, Freight Program, Competitive Local Partnership Program, Active Transportation Program; and
- Federal funds, such as: Federal Lands Access Program, Infrastructure package funding, and TIGER high priority project grants (highly competitive).

**DISCUSSION:**

The Agency's goals and objectives will guide its activities over the next five years. Attached are materials to assist the Board in this workshop discussion.

**ATTACHMENTS:**

- 2009 Goals and Objectives - Progress Made



## Progress Report on FY 2009 Goals and Objectives

**Goal 1** *Aggressively pursue all available Federal and State funding options in order to initiate transportation development projects including those that meet criteria for “shovel ready”, one-time-only stimulus funds.*

### **Objectives:**

1. Involve Board members in successfully securing Federal Infrastructure Stimulus funds for high priority regional projects that:
  - a. provide a demonstrated benefit to the region’s transportation system;
  - b. meet the criteria of equity among jurisdictions;
  - c. meet project delivery requirements; and
  - d. have a likelihood of meeting the funding time limits.
  - ✓ **Secured \$10 million in federal stimulus funding for US 101 San Juan Road interchange.**
2. Support the legislative initiative of Santa Cruz County to allow a simple majority or 55% of voters to approve funding for transportation projects.
  - ✓ **Actively worked with Aspiring Counties on 55% threshold legislation (not approved);**
  - ✓ **Secured approval of special legislation within 10 days of the end of 2014 Legislative session for 3/8% countywide transportation sales tax.**
3. Continuously monitor the economic and political climate for indications that a sales tax measure to support transportation projects would be favorably received by voters.
  - ✓ **Developed \$600 million Measure X Transportation Safety and Investment Plan and secured 69% voter approval of 3/8% sales tax.**
4. Direct staff to qualitatively consider the economic impact of development fees for proposed projects in the guidance provided by the Transportation Agency to land use agencies.
  - **Did not conduct specific economic analysis, but,**
  - ✓ **Reduced regional impact fee in South County zone and infill development areas**
  - ✓ **Maintained fee levels in other zones in update of program.**
5. In coordination with member agencies, actively support transportation-related policies and projects that are business friendly in terms of the retention or expansion of existing businesses and that have the potential to attract new business to the region.
  - ✓ **Constructed \$468 million in highway improvements along Highways 1, 68 and US 101.**
  - ✓ **Conducted Level 1 and 2 traffic and revenue studies to fund improvements on US 156.**
  - ✓ **Measure X invests an estimated \$20 million annually to improve mobility, maintain and improve local streets and roads; directly benefiting existing and future businesses.**
6. Use transportation projects to promote regional cooperation and partnerships among contiguous jurisdictions including the coordination and utilization of available grants and staff resources.
  - ✓ **New regional partnerships include:**
    - **Via Salinas Valley safe routes to schools projects**
    - **Holman Highway 68 Roundabout project**
    - **Marina to Salinas Corridor Study**
    - **SR 68 Scenic Highway Monterey to Salinas Corridor Study**
    - **SR 218 Corridor Study**
    - **Central Coast Coalition of Transportation Agencies**

**Goal 2** *Prioritize funding to maximize timely construction of high priority projects on State highways, rail and rapid transit corridors, and local roads and streets. Concurrently, pursue innovative, cost effective approaches that result in incremental progress on projects that are crucial to safety, congestion alleviation and development of alternative transportation programs.*

**Objectives:**

- a. Fast track highway projects that are fully funded that address safety issues and support crucial local industries including tourism and agriculture.
  - ✓ **Constructed \$468 million in state highway improvements on Highways 1, 68 and 101.**
  - ✓ **Conducted extensive public education and provided 40% of the funding for the Holman Highway 68 Roundabout at Pebble Beach.**
- b. Seek funding from all available sources for priority projects on a regional basis that have a reasonable chance of full funding, or have a significant State or Federal matching funds.
  - ✓ **Secured competitive funds from:**
    - **Active Transportation Program**
    - **Congestion Mitigation Improvement Program**
    - **Trade Corridor Improvement Program**
    - **Monterey Bay Air Resources Board**
    - **Caltrans Planning Grants**
  - ✓ **Applied for grants from: Federal TIGER Program, Federal Lands Access Program, State Cap and Trade funding**
- c. Employ traffic modeling technologies, corridor management system techniques and other cost effective strategies to incrementally continue progress on other crucial projects that currently lack full funding.
  - ✓ **Conducted SR 156 Level 1 and 2 Traffic and Revenue Studies to evaluate tolling and public/private partnership financing**
  - ✓ **Completed Marina to Salinas Multimodal Corridor Study**
  - ✓ **Completed Pacific Grove Highway 68 Corridor Study**
  - ✓ **Completed Scenic Highway 68 Monterey to Salinas Corridor Study**
- d. Continue progress on alternative transportation projects that support smart growth, the development of light rail and bus rapid transit.
  - ✓ **Developed the Kick-Start rail project, funded with state/local monies**
  - ✓ **Was lead agency for the Via Salinas Valley safe route to school projects**
  - ✓ **Assisted in funding Highway 1 Bus on Shoulder/Branch Line study**
- e. Continually monitor the progress of project completion of vendors under all projects funded by the Transportation Agency. - **Ongoing**
- f. Consider interim development of railroad right-of-way properties for local beautification or bicycle/pedestrian uses.
  - ✓ **Constructed bike/pedestrian improvements along Beach Range Road**
  - ✓ **Allowed reconstruction of road crossings along branch line**
- g. Collaborate with non-member, transportation-related agencies to maximize utilization of air and marine resources as integral parts of the transportation system.
  - ✓ **Participated in the Monterey Regional Airport Master Plan and integrated proposals into the SR 68 Scenic Corridor feasibility study**
  - ✓ **Participated in the City of Monterey waterfront plan as relates to the Monterey Branch Line**

**Goal 3** *Continue the engagement and involvement of the Board in becoming the conduits of communication, advocacy and involvement for the member agencies, contiguous jurisdictions, the community and the staff.*

- a. Direct the Agency staff to develop strategic exposure for Board members to alternative transportation opportunities and options.
  - ✓ **Invited Rail Policy Committee members to SMART rail field trip.**
  - ✓ **Supported Board member participation in APTA Rail and Focus on the Future conferences, State Legislative rail events, and rail field trips.**
  
- b. Continue the highly effective outreach of Agency staff to member agencies and direct the staff to equip Board members with multilingual materials to ensure equitable communication to all communities.
  - ✓ **Reached out individually to each member agency for development of the Regional Transportation Plan, the regional fee program update, and the Measure X Transportation Safety & Investment Plan.**
  - ✓ **Developed an integrated bilingual annual report; hired a bilingual planner; and, adopted a Title 6 policy on multilingual information.**
  
- c. Direct staff to continue to create reports which would detail:
  - a. the equitable apportionment of available funds on a regional basis;
  - b. a listing of projects that were completed during the year and their respective budgetary and time parameters;
  - c. and progress-to-date on high priority projects that currently lack funding but are in active planning and design stages.
  - ✓ **Created and distributed Transportation Safety and Investment Plan, and Agency annual report highlighting funding distribution, project status and funding needs.**
  
- e. Create a user-friendly manual of Agency projects, procedures, vocabulary and acronyms.
  - ✓ **Created an acronym and vocabulary sheet for Board meetings.**
  - **Did not create a manual on Agency projects, but includes such information in the Agency's annual reports.**
  
- f. Schedule time as appropriate at Board meetings for to share information on “best practices” relating to transportation; or suggestions on opportunities for coordination with other jurisdictions; or emerging needs.
  - ✓ **Provided information to the Board on:**
    - **Roundabout safety and mobility**
    - **Tolling and public/private partnerships**
    - **Transportation funding sources**

<b>TAMC Priority Projects from 2009</b>				
<b>Status in 2017</b>				
<b>Road Projects</b>				
	<b>Cost</b>	<b>Funding Gap</b>	<b>Status</b>	
Highway 1 - Climbing lane: Rio Rd to Carmel Valley R	\$ 3,600,000	\$ -	in construction - 2018	
Highway 1 - Salinas Road Interchange	\$ 30,000,000	\$ -	constructed	
Highway 156 Widening	\$ 364,000,000	\$ 105,000,000	in environmental review (supplemental)	
Highway 68 - Corral de Tierra	\$ 5,000,000	\$ -	in environmental review next	
Highway 68 - Holman Hwy Widening - Phase 1	\$ 10,000,000	\$ -	in construction now	
Highway 68 - Holman Hwy Widening - Phase 2	\$ 10,000,000	\$ 10,000,000	awaiting design funds	
Highway 68 - San Benancio Road	\$ 4,210,000	\$ -	constructed	
US 101 - Airport Blvd Interchange	\$ 36,603,000	\$ -	constructed	
US 101 - Prunedale Improvement Project	\$ 287,994,000	\$ -	constructed	
US 101 - San Juan Road Interchange	\$ 90,600,000	\$ -	constructed	
US 101 - South County Frontage Roads	\$ 126,000,000	\$ 69,600,000	needs concept update - in Measure X	
Davis Road Bridge and widening	\$ 50,000,000	\$ -	in design - County project	
General Jim Moore Boulevard	\$ 18,200,000		constructed - FORA project	
<b>Rail Projects</b>				
	<b>Cost</b>	<b>Funding Gap</b>	<b>Status</b>	
Monterey Branch Line Improvements	\$ 184,100,000	\$ 169,100,000	on hold - focusing on busway	
Rail Extension to Monterey County				
	Kick Start	\$ 74,000,000	\$ 10,000,000	in design/right of way acquisition
	Future Phases	\$ 100,000,000	\$ 100,000,000	60% designed; EIR approved
<b>Bike &amp; Pedestrian Projects</b>				
	<b>Cost</b>	<b>Funding Gap</b>	<b>Status</b>	
Carmel Hill to River Trail	\$ 4,248,000	\$ -	constructed	
*Via Salinas Valley - Safe Routes to Schools	\$ 4,900,000	\$ -	constructed	
Spreckels Blvd/Portola Dr Bicycle Path and Bridge	\$ 14,000,000	\$ -	in construction as part of SR 68 bridge	
Castroville Undercrossing Project	\$ 9,000,000	\$ -	in construction now	
Monterey Bay Sanctuary Scenic Trail: Moss Landing	\$ 8,500,000	\$ -	in design - funded with state grants	
TOTAL PRIORITY PROJECTS:	\$ 1,434,955,000			
<b>Project Delivery Summary</b>				
	<b>Cost</b>	<b>Funding Gap</b>		
Constructed/In Construction	\$ 509,755,000			
Fully Funded	\$ 63,500,000			
	<b>\$ 573,255,000</b>	<b>\$ 463,700,000</b>		
*not on original project priority list, but TAMC was instrumental in project funding and delivery				



***Memorandum***

**To:** Board of Directors  
**From:** Debra L. Hale, Executive Director  
**Meeting Date:** September 27, 2017  
**Subject:** Retirement of Agency Counsel - Kay Reimann

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**RECOMMENDED ACTION:**

**ADOPT** resolution of appreciation recognizing Kay Reimann for her years of excellent legal advice and counsel to the Transportation Agency for Monterey County.

ATTACHMENTS:

- ▣ Announcement by Executive Director Hale
- ▣ Kay Reimann Certificate of Appreciation



September 27, 2017

Dear TAMC Board of Directors:

It is with much regret that I am announcing the retirement of Kay Reimann from the County Counsel's Office, and from her representation of TAMC.

Since the spring of 2012, Kay has advised the TAMC Board of Directors, during which time she assisted in updating procedures and policies as well as providing guidance on the many, many contracts that this Board approves. Kay was active in defending the Agency in a Caltrans audit and has helped staff incorporate the resulting contract and procurement changes. She has provided training for staff on such issues as CEQA, contract procurement, public records and open meetings. During Kay's tenure as Agency counsel, and with her assistance, TAMC has adopted a number of transportation plans as well as feasibility studies; has achieved the major step of becoming a self-help agency through the adoption of Measure X; has made significant progress on the Salinas Intermodal Transportation Center; and has positioned itself to bring more transportation options and benefits throughout the County.

Kay is retiring to spend more time with her husband, who, she says, needs active monitoring to keep away from roofs, ladders, and other household dangers. She will be staying in the area, and has indicated to me that she would be willing to consider returning to work on TAMC matters as a retired annuitant, after the required 6-month waiting period.

Sr. Deputy County Counsel Susan Blich will replace Kay on the dias, and she will be working with Deputy County Counsel Rob Shaw for most TAMC contract reviews. Susan has been with the County Counsel's Office since 2007, and has been a Sr. Deputy for the same period of time as Kay. Susan's primary responsibilities include heading the County's Litigation Division, as well as providing transactional advice to other County departments and agencies. Rob Shaw is a relatively recent addition to the County, but has a depth of experience with public works matters and great interest in transportation issues. Together, this team is expected to continue to provide the type of excellent service TAMC is used to receiving from its legal counsel.

Please join me in thanking Kay for her services and wishing her a happy retirement!

Debbie Hale  
Executive Director, TAMC



# Certificate of Appreciation

PRESENTED TO

*Kathryn “Kay” Reimann*

*Is hereby recognized for her five years of service as legal counsel to the Transportation Agency for Monterey from July 2012 through September 2017. During this time, the Agency staff and Board of Directors have appreciated Ms. Reimann’s valuable legal services and sage advice. She is noted for her tenacious defense of the Agency before various opponents, her staff training sessions on procurement, contracts and the Brown Act, her keen understanding of the California Environmental Quality Act, her attention to detail in Agency contracts and Measure X documentation, and her ongoing support for regional transportation activities in Monterey County.*

*On behalf of the staff and the Board of Directors of the Transportation Agency for Monterey County, we thank Kay Reimann for her outstanding service and wish her a happy retirement – and many happy returns!*

*Recognized By*

*Acknowledged By*

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*TAMC Chair  
Alejandro Chavez*

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*Executive Director  
Debra L. Hale*

*Date: September 27, 2017*



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

***Memorandum***

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant  
**Meeting Date:** September 27, 2017  
**Subject:** TAMC Draft Minutes

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**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 August 23, 2017.

**ATTACHMENTS:**

- ▣ TAMC Draft 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 August 23, 2017 TAMC Board Meeting**

Held at the  
Agricultural Center Conference Room  
1428 Abbott Street, Salinas

<b>TAMC BOARD MEMBERS</b>	<b>AUG 16</b>	<b>SEP 16</b>	<b>OCT 16</b>	<b>DEC 16</b>	<b>JAN 17</b>	<b>FEB 17</b>	<b>MAR 17</b>	<b>APR 17</b>	<b>MAY 17</b>	<b>JUN 17</b>	<b>AUG 17</b>
L. Alejo, Supr. Dist. 1- (L. Gonzales)	P	P	P	P	P*	P*	P*	P*	P*	P	P
J. Phillips, Supr. Dist. 2, <b>1<sup>st</sup> Vice Chair</b> (J. Stratton)	P	P(A)	P	P	P(A)	P	P	P	P	P	P
S. Salinas, Supr. Dist. 3 (C. Lopez, P. Barba)	P	P	P(A)	P	P(A)	P	P	P(A)	P	P	P
J. Parker, Supr. Dist. 4 (W. Askew)	E	P	P	P	E	P	P	P(A)	P	P(A)	P(A)
M. Adams, Supr. Dist 5 - (Y. Anderson)	P(A)	P	P(A)	P	P*	P*	P(A*)	P*	P*	P	P
C. Hardy, Carmel-by-the-Sea (S. Dallas)	P	P	P	P	P	P	E	P	P	P	P
J. Edelen, Del Rey Oaks (K. Clark)	P	P	P	P	P	P	P	P	P	P	P
M. Orozco, Gonzales (J. Lopez, R. Bonoc)	P	P	P	P	P	P	P	P	P	P	P(A)
L. Santibanez, Greenfield	P	P	P	-	-	-	P	E	P	P	P
M. LeBarre, King City (C. Victoria)	P	P	P	P	P	P	P	P	P	P	P
B. Delgado, Marina (F. O'Connell)	P	-	P	-	P(A)	P	P(A)	P	P(A)	P(A)	P
E. Smith, Monterey (R. Deal)	P	P(A)	P	P	P	P	P	P	P	P	P
R. Huitt, Pacific Grove - <b>2nd Vice Chair</b> (C. Garfield)	P	P	P	P	P	P	P	P	P	P	P
K. Craig, Salinas - <b>immediate Past Chair</b> (J. Gunter)	P	P	P	P	P(A)	P	P	P	P	P	P
T. Bodem, Sand City (L. Gomez)	P	-	P	P	E	P	P	P	P	P	P
R. Rubio, Seaside (D. Pacheco)	P	E	P	P	P	P	P(A)	P(A)	P	P(A)	P
A. Chavez, Soledad - <b>Chair</b> (F. Ledesma)	P	P	P	P	P	P	P	P	P	P	P
M. Twomey, AMBAG (H. Adamson, <del>B. Patel</del> )	P	P	P(A)	P(A)	P(A)	P(A)	P	P(A)	P(A)	P	P(A)
T. Gubbins, Caltrans, Dist. 5 (A. Loe, <del>O. Monroy Ochoa, J. Olejnik</del> )	P(A)	P(A)	P	P(A)	P	P	P(A)	P(A)	P(A)	P	P
R. Stedman, Monterey Bay Air Resources District (A. Romero, D. Frisbey)	-	-	-	-	P	-	-	P	P(A)	E	P
B. Sabo, Monterey Regional Airport	P	P	-	P	P	P	P	P	P	P	P
C. Sedoryk, MST ( <del>M. Hernandez, H. Harvath,</del> L. Rheinheimer)	P(A)	P(A)	P	P	P	P	P	P	P	P(A)	P
O. Rios, Watsonville (F. Hernandez)	-	-	-	-	P(A)	P	P	P	P	E	-

\*New member/alternate

<b>TAMC STAFF</b>	<b>AUG 16</b>	<b>SEP 16</b>	<b>OCT 16</b>	<b>DEC 16</b>	<b>JAN 17</b>	<b>FEB 17</b>	<b>MAR 17</b>	<b>APR 17</b>	<b>MAY 17</b>	<b>JUN 17</b>	<b>AUG 17</b>
D. Delfino, Finance Officer/Analyst	P	P	P	P	P	E	P	P	P	P	P
R. Goel, Dir. Finance & Administration	P	E	E	P	P	P	P	P	P	P	P
A. Green, Transportation Planner	E	E	E	E	E	E	P	P	P	P	P
D. Hale, Executive Director	P	E	P	P	P	P	P	P	P	P	P
G. Leonard, Transportation Planner	P	P	P	P	P	P	P	P	P	P	P
M. Montiel, Administrative Assistant	P	P	P	P	P	P	P	P	P	P	P
T. Muck, Deputy Executive Director	P	P	P	P	P	P	P	P	P	E	P
V. Murillo, Assistant Trans. Planner	P	P	P	P	P	P	P	P	P	P	P
H. Myers, Sr. Trans. Planning Engineer	P	P	P	P	P	P	P	P	P	P	P
K. Reimann, Legal Counsel	P	P	P	P	P	P	P	P	P	P	P
E. Rodriguez, Senior Admin. Assistant	P	P	P	P	P	P	P	P	P	E	P
L. Terry, Accountant Assistant	P	E	E	P	E	E	E	E	E	P	E
C. Watson, Principal Trans. Planner	P	P	P	P	P	P	P	P	P	P	P
T. Wright, Community Outreach	P	P	P	P	P	P	P	P	P	P	P
M. Zeller, Senior Trans. Planner	E	P	P	P	P	P	P	P	P	P	P

**OTHERS PRESENT**

Michael Martinez	Access Monterey Peninsula	Eric Petersen	Salinas resident
Alex Vasquez	Access Monterey Peninsula	Mike Weaver	Public
Mario Romo	Access Monterey Peninsula	Sig & Dell Matt	Prunedale residents
Linda Gonzalez	Alternate District 1	Cynthia Suverkrop	Oak Hills resident
Warren P. Poitras	Monterey County Fire District	Louise Iredell	Oak Hills resident
John Narigi	Monterey Plaza Hotel	Mike Weaver	Corral De Tierra
Gary Cursio	MCHA	Eric Phelps	OMNI Resources, LLC
Mike McCallach	Salinas resident	Susan Holmsky	Montera Place

1. **CALL TO ORDER**  
Chair Chavez called the meeting to order at 9:02 a.m., and Board member Huitt led the pledge of allegiance.
2. **PUBLIC COMMENTS**  
None this month.

**3. CONSENT AGENDA**

**M/S/C** LeBarre/Smith/unanimous (Board member Alejo arrived after the consent agenda was voted on.)  
The Board approved the consent agenda.

***ADMINISTRATION and BUDGET***

- 3.1.1** Approved minutes of the Transportation Agency for Monterey County and the Joint Powers Agency for Monterey County meetings of June 28, 2017.
- 3.1.2** Accepted the list of checks written for June and July 2017 and credit card statements for the month of May and June 2017.
- 3.1.3** Approved proposed amendments to the Agency bylaws as announced at the June Board meeting.
- 3.1.4** Received the 2016/17 workforce data analysis for the Voluntary Equal Employment Opportunity Plan.
- 3.1.5** Received report on conferences or trainings attended by agency staff.

***BICYCLE, PEDESTRIAN, TRANSIT and SOCIAL SERVICES***

- 3.2.1** Regarding Active Transportation Plan Engineering Consultant Agreement:
  - 1. Authorized the Executive Director to execute a contract with Alta Planning + Design for an amount not to exceed \$124,981 to provide engineering and mapping assistance for the Monterey County Active Transportation Plan;
  - 2. Approved the use of \$124,981 of Regional Surface Transportation Program funds budgeted for this purpose; and
  - 3. Authorized the Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, pending approval by Agency counsel.

***PLANNING***

- 3.3.1** Received state legislative update.
- 3.3.2** Regarding Pajaro to Prunedale Corridor Study:
  - 1. Authorized staff to publish a Request for Proposals (RFP) for consultant assistance, and return to the Board of Directors with a recommendation for approval of a consultant, including the final scope of work; and
  - 2. Approved the use of up to \$242,929 in planning funds budgeted to this purpose.
- 3.3.3** Regarding Canyon Del Rey Boulevard (SR 218) Corridor Study:
  - 1. Authorized staff to publish a Request for Proposals for the Canyon Del Rey Boulevard (SR 218) Corridor Study, subject to review and approval of Agency counsel; and
  - 2. Approved the use of up to \$133,800 in planning funds budgeted to this purpose.

### ***PROJECT DELIVERY and PROGRAMMING***

- 3.4.1** Approved programming \$83,427 of King City's Regional Surface Transportation Program Fair Share funds to King City Street Project.
- 3.4.2** Approved the extension on the use of competitive Regional Surface Transportation Program funds for the City of Seaside's West Broadway Urban Village project until June 30, 2019.
- 3.4.3** Approved nominees Monica Gurmilan, representing Building Healthy Communities and Heidi Zamzow, representing Communities for Sustainable Monterey County for the eXcellent Transportation Oversight Committee.
- 3.4.4** Authorized the Executive Director to execute a project loan agreement with the City of Gonzales to fund the Alta Street Rehabilitation project with \$2.5 million to be repaid by the City's share of Measure X revenues, pending Agency Counsel approval.
- 3.4.5** Received update on the California Transportation Commission's development of the Senate Bill 1 funding programs.

### ***RAIL PROGRAM***

- 3.5.1** Approved contract amendment #3 with HDR Engineering, Inc., for the final design of the Salinas Rail Extension Kick Start Project, to approve a budget amendment to allow for the shifting of budgeted funds between tasks, without increasing the approved not to exceed amount, subject to approval by Agency counsel.
- 3.5.2** Approved Amendment #2 to the lost Rent Agreement with Elaine Molinari for 17 Station Place to extend the term agreement until October 31, 2017 in exchange for Ms. Molinari granting possession of the property as of September 1, 2017.
- 3.5.3** Regarding 18 Station Place Settlement Agreement:
  - 1. Approved the real estate acquisition settlement agreement with Chisum Trail, LLC for one parcel located at 18 Station Place for the Rail Extension to Monterey County project by increasing the \$273,000 currently deposited in the State Condemnation Fund as just compensation for the property by \$1,000 to a not to exceed amount of \$274,000;
  - 2. Approved the payment of statutory costs not to exceed the amount of \$4,785 and property owner appraisal costs not-to-exceed \$5,000;
  - 3. Authorize the Executive Director to execute the agreement and changes to the agreement if such changes do not increase the Agency's net costs, subject to approval by Agency Counsel; and
  - 4. Authorized the use of no more than \$10,785 from Agency funds budgeted to this project for a total settlement not-to-exceed amount of \$283,785.
- 3.5.4** Regarding 19 Station Place Settlement Agreement:
  - 1. Approved the real estate acquisition settlement agreement with Mary Lou Wangberg, John V. Molinari, David A. Molinari, and co-trustees for one parcel located at 19 Station Place for the Rail Extension to Monterey County project by increasing the \$205,000 currently deposited in the State Condemnation Fund as just compensation for the property by \$5,000 to a not to exceed amount of \$210,000;
  - 2. Approved the payment of statutory costs not to exceed the amount of \$3,915 and property owner appraisal costs not-to-exceed \$5,000;
  - 3. Authorized the Executive Director to execute the agreement and changes to the agreement if such changes do not increase the Agency's net costs, subject to approval by Agency Counsel; and
  - 4. Authorized the use of no more than \$13,915 from Agency funds budgeted to this project for a total settlement not-to-exceed amount of \$218,915.

**3.5.5**

Regarding Nashua Road Repair:

1. Authorized the use of Transportation Agency Monterey Branch Line Lease funds for the County of Monterey to repair the Monterey Branch Line railroad track crossing at Nashua Road; and
2. Authorized the Executive Director to enter into an agreement with the County of Monterey for the costs of the railroad track crossing repair, pending approval by Agency counsel.

***REGIONAL DEVELOPMENT IMPACT FEE***

**3.6.1**

Regarding Regional Development Impact Fee Nexus Study Update:

1. Authorized the Executive Director to execute contract with Wood Rodgers in an amount not to exceed \$92,790 to conduct the five-year update of the Regional Development Impact Fee Nexus Study for the period ending December 31, 2020;
2. Approved the use of \$92,790 for the term of the agreement in funds budgeted for this purpose; and
3. Authorized the Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, pending approval by Agency counsel.

**3.6.2**

Approved the 2017 Strategic Expenditure Plan Update for the Regional Development Impact Fee program.

***COMMITTEE MINUTES***

**3.7.1**

Accepted minutes from Transportation Agency committees:

- Executive Committee – Draft August 2, 2017.
- Bicycle & Pedestrian Facilities Advisory Committee – Draft August 2, 2017.
- Technical Advisory Committee – Draft August 3, 2017.
- Rail Policy Committee – Draft August 7, 2017.

**3.7.2**

Received selected correspondence sent and received by the Transportation Agency for June 2017.

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**4.**

**EMPLOYEE OF THE QUARTER**

The Board recognized Virginia Murillo, Transportation Planner, as the Employee of the Quarter for April 1st – June 30, 2017.

The Agency employees recognized Virginia Murillo for having a great attitude, for her professionalism, diligence, hard work on the Federal Transit Administration grants and for her mapping expertise. Staff also recognized her for assisting with keeping staff computers functioning in her role as information technology backup and for her work on the TAMC conference room upgrades.

**5. 2017 COMPETITIVE GRANTS PROGRAM OF PROJECTS**

**M/S/C** LeBarre/Craig/unanimous

The Board adopted Resolution 2017-22 programming \$6.62 million of 2017 Competitive Grant funding for fiscal years 2017/18 through 2019/20; approved exchanging \$248,249 of Regional Surface Transportation Program funds with an equal amount of Transportation Development Act 2% funds in the 2017 Competitive Grants Fund Estimate; and approved the revised State and Federal Master Funding Agreement Exhibit A with all jurisdictions.

The Transportation Agency received thirteen completed grant applications, totaling over \$14.3 million in requested Regional Surface Transportation Program funding. Each application was reviewed and scored by four committee reviewers. After reviewing the committee recommendations, the Board approved the following projects for grant funding:

- Monterey - North Fremont Bike and Pedestrian Improvements - \$1,933,000
- Soledad - Metz Road Traffic Calming Project - \$516,800
- County - State Route 1 Climbing Lane - \$600,000
- Salinas - Downtown Complete Streets - \$2,970,000
- Marina - Reservation Road Roundabouts - \$100,000
- Pacific Grove - Highway 68 Complete Street Corridor - \$502,268

Board alternate Askew asked if the City of Marina could complete the roundabout design with the proposed \$100,000 in funding; staff responded that the City had indicated that it could do so.



**6. HIGHWAY 156 TOLLING STUDY UPDATE**

The Board received update on the State Route 156 Level 2 Traffic and Revenue Study.

Todd Muck, Deputy Executive Director, and Frederik Venter, lead consultant on the project, reviewed the results of State Route 156 Level 2 Traffic and Revenue study, which provides an in-depth analysis of the traffic impacts and revenue potential from tolling to construct a new Monterey Expressway parallel to the existing State Route 156 between Prunedale and Castroville. He noted that the total estimated cost to construct this project using the conventional delivery process is \$365 million. The three primary diversionary routes will be Castroville Boulevard, the existing Highway 156 and Blackie Road, but traffic on all roads will be significantly less if the expressway is constructed.

The key takeaway from the study is that even with tolling, there remains a significant funding gap of \$75 million to \$100 million. Staff will be meeting with Caltrans and the California Transportation Commission to determine if the state is willing to provide grants to fill this funding gap. Mr. Muck also noted that other hurdles to project delivery include: Coastal Commission approval, existence of the Santa Cruz Long-Toed Salamander (a “no take” species), California Transportation Commission approval, and the expiration of the public-private partnership legislation.

Public comments:

Dell Matt, Prunedale resident, expressed concern regarding the diversionary traffic on Highway 156, and asked if consideration was taken for the workers coming from the North. Cynthia Suverkrop, Oak Hills resident, noted that the existing Highway 156 will be the top diversionary route, and expressed concerns that if there is a corridor of roundabouts on Highway 68 it will divert traffic to Highway 156. Louise Iredell, Oak Hills resident, expressed the need for additional safety measures now in the corridor and noted that she is starting a petition to install rumble strips on both sides of 156.

Board member Bodem asked whether tolls would be variable; staff noted that there can be an active tolling policy to raise toll during peak periods of demand. Board member LeBarre expressed his frustration that toll roads are under consideration, advocating that given all the new SB 1 funding that the state should be responsible for paying for highway improvements, and he concluded by suggesting that all Monterey County residents be exempt from paying a toll. Board Member Alejo noted that there is a petition circulating to repeal SB 1. Board member Edelen asked if it was legal to give a discount for all Monterey County residents; according to TAMC legal counsel research, a local discount is legal. Board member Phillips commented that it is worthy to continuing to explore the toll proposal given the lack of other funding over the years, but that additional state funding is still needed. He added that there is tremendous diversion to local roads under current conditions, due to traffic on Highway 156, and this traffic would be diminished if there is new capacity on a toll road. He noted that Highway 156 is so impacted that traffic will be reduced if we have a new toll road.

**7. SR 68 SCENIC HIGHWAY PLAN APPROVAL**

**M/S/C** Edelen/Smith  
Noes: Phillips  
Absent: Rubio

After extensive discussion, the Board: determined that approval of the SR 68 Scenic Highway Plan is exempt from the California Environmental Quality Act (CEQA) pursuant to California Resources Code Section 21102, and CEQA Guidelines section 15262 (feasibility plans); approved SR 68 Scenic Highway Plan with Concept 1 as the recommended option incorporating additional analysis of widening between San Benancio Road and Corral De Tierra Road as a design element of future roundabouts to improve operations at that location, incorporating additional analysis for improving access to Laguna Seca, and accommodating SR 68 widening that would occur as mitigation if the Ferrini Ranch development is constructed; and authorized staff to file a Notice of Exemption and to work with Caltrans District 5 on the next stages of project development.

Grant Leonard, Transportation Planner, reported that the SR 68 Scenic Plan evaluated current and future travel between Salinas and the Monterey Peninsula, the feasibility and affordable mid-term operational and capacity improvements in the SR 68 corridor in context to other planned regional improvements, and the potential for wildlife connectivity enhancements. Throughout the summer and fall of 2016, the project team completed a detailed analysis of the existing conditions along the corridor and in 2017 released three corridor concepts to be put forth for public review and discussion. The concepts were as follows:

- Concept 1 - installation of roundabouts at major intersections;
- Concept 2 - selective segment widening with roundabouts at major intersections, and
- Concept 3 - integrated corridor management with adaptive signals and spot widening.

After months of public outreach and additional technical work, the project team took all the information and public input into consideration and recommended a modified Concept 1 as the preferred concept.

The project team provided several responses to Board member questions. Under the preferred concept, commute times will remain the same as at current levels, despite the fact that there will be 10% more traffic. Several states have corridors of roundabouts and there are several individual roundabouts in California, as well as a corridor of roundabouts in La Jolla, near San Diego. Wildlife corridor improvements are expensive but are dual purpose – because they involve improving existing culverts they provide substantial storm drainage benefits; the project will seek Caltrans funding for these. The cost of the widening to “new Torero” will come from the Ferrini Ranch development. Agricultural trucks and large trailers constitute about 4% to 5% of the traffic in the corridor and so the roundabouts will need to accommodate those vehicles.

The team did not extract an analysis of the difference between current traffic levels and projected opening day traffic levels under any of the concepts, but will find out if that information is available. The environmental document will provide more details on traffic diverted to other routes as well as air pollutant emissions – although some air quality information may be available (staff will reply). The project will be phased but the timing of the phasing has not been determined. Staff will return with information to Board member Craig on where the accidents in the corridor are occurring. Staff will also provide more information on emergency vehicle use of roundabouts, but in other areas they find roundabouts safer and swifter to navigate than traffic signals.

A large number of supporters and opponents spoke under public testimony for nearly two hours. They expressed concerns with emergency response time and the ability of the project to accommodate traffic on SR 68, as noted below:

- Pete Poitras, Monterey County Regional Fire District, President stated his concern that will have a profound effect on the delivery of emergency services. He asked that whatever decision is made, emergency response times not be adversely affected, and requested that TAMC be sure to evaluate this issue before deciding on a project alternative.
- Mike McCallach testified that he is not opposed to roundabouts but felt that the proposed concept is missing the mark if widening isn't included. He stated that he doesn't agree with the wildlife connectivity concept and asked that it be put on the shelf. He expressed the opinion that the public outreach component of the study has been lacking and that he did not feel that there had been outreach to the Spreckels and Las Palmas areas.
- Mike Weaver referred Board members to his email regarding the history of the corridor. He asked that TAMC focus on the CEQA process - Focus on CEQA - being asked to approve the plan with Concept 1 as the recommended option; authorizing staff to file a notice of exemption to work with Caltrans. He suggested approve the feasibility study and send it to Caltrans. Ask for a full EIR before you go further.
- Eric Phelps testified that he will be excited to see something happen on SR 68 soon. He suggested that studies should evaluate farther than 2035, and added that building housing on the Peninsula would also help reduce traffic congestion in the corridor.
- John Narigi introduced himself as a 19-year resident of Corral de Tierra and General Manager of Monterey Plaza Hotel. He gave his opinion that nothing in the study regarding project goals mentions commute time or congestion, but it mentions wildlife connectivity. He raised the question as to the benefits for travel time during non-peak hours, and expressed his concerns that large impacts will occur with 11 roundabouts. He asked that the Board postpone its decision and restudy the options. He urged the Board to widen the roadway and keep the signals.
- Gary Cursio - Monterey County Hospitality Association - read a letter into the record noting that the association is evaluating the three concepts and that they have concerns about the proposed roundabout corridor. He added that MCHA has not formed an opinion on the proposed concepts.
- Susan Holmsky - encouraged TAMC to adopt the study and to further evaluate the environmental impacts of the proposed concept.

Chair Chavez closed the public comment portion and returned to Board member discussion:

Kay Reimann, Agency Counsel, clarified that this study is not a "project" under CEQA; rather, it is a high level conceptual review to express a preferred concept for Caltrans to consider in the environmental document. She added that the study has a statutory exemption under CEQA for "feasibility studies."

Board member Phillips commented that he would not support the motion, noting that he felt more analysis of other concepts was needed. He expressed concern about the use of roundabouts by trucks and emergency vehicles, and the cost of the project. He also expressed an interest in further studying some form of a bypass for SR 68. He added that he is not opposed to roundabouts but he feels there was a real

bias in this report in favor of roundabouts and no real alternatives looked at. He expressed the opinion that spending this amount of money and not improving the peak commute times and reducing the non-commute times is not wise and that TAMC should work to improve the other corridors instead. He concluded that the citizen-proposed Corral de Tierra/San Benancio bypass needs more study.

Board ex officio Sabo stated that the airport is the largest single discretionary traffic user of SR 68. He noted that the future of our airport is dependent on us increasing passengers, and if we aren't increasing the travel speeds on Highway 68, then we need to do something else. If roundabouts impede traffic flow during non-peak hours, then there needs to be further study.

Board member Edelen commented that he has been on the Board for many years, and we now have a feasible plan for improving Highway 68. He encouraged moving forward and added that certain parties have been trying to shut down improvements on SR 68 for years.

Board member Smith supported the motion, noting roundabouts can improve safety and time if done correctly, noting that although we do need more information, the project will improve the livability along the corridor.

Board member Delgado noted that animal/car collisions are also human safety hazards. He added that given the experience we've had with roundabouts show that if they are well-designed that emergency vehicles can navigate them.

Board member Hardy concurred with Mayor Delgado said with regards to the importance of wildlife connectivity; she also suggested that the importance of the culverts as drainage improvements be emphasized. She noted the need to be sensitive to Highway 68 as a scenic highway and a commute corridor. She encouraged Caltrans to address the SPCA and Laguna Seca concerns in the nearer-term and noted that she is in favor of moving forward with this concept.

Board member Craig pointed out that Salinas has quite a few residents who travel Highway 68. She indicated her concerns with 11 roundabouts in a 13 mile stretch and wanted to ensure that any improvements do not shut down Highway 68. She expressed the opinion that diversion traffic from 156 may go to Highway 68. She recognized that the proposed concept would represent a big step, and she is open to the concept, but is cautiously watching the studies. She also noted her support for improvements to address the current issues for people going in and out of Toro Park, SPCA and Laguna Seca.

Board member Adams stated that she supports Board member Craig's comments and confirmed with staff that there would be opportunities to evaluate options within the CEQA process.

Board member Huitt noted that the concept proposes replacing signals with roundabouts, not adding roundabouts where there is free flowing traffic.

Board member LeBarre posited the notion that signal lights are easier to put in and cause less impact on travelers on a day to day use.

Board member Smith indicated his support for Concept 1, adding that he supports improving intersections that are not at the highest level of safety. He noted that he looks forward to getting more information in the environmental phase. He stated that roundabouts work in Europe and throughout our country and if they can improve travel time and safety, they are a good idea. He added that he supports phasing in improvements over time along the whole corridor. He concluded by stating that it is important to improve this corridor to make it more livable for those who work and live here.

8. **REPORTS FROM TRANSPORTATION PROVIDERS**

**Caltrans** – Dave Silberberger reported that the girders at Pfeiffer Canyon Bridge are slowly moving across the canyon and will soon be installed, adding that there is still a lot of work to be done before the bridge is open to the public. Board member Edelen thanked Caltrans for the corrected signs on Highway 1 directing travelers to Del Rey Oaks.

**Monterey Regional Airport District** – Bill Sabo reported that the airport is doing well, keeping flights and carriers and they are not expanding the runway. The airport is almost ready to unveil \$3 million in solar panels, which will reduce electricity use by 90%. In conclusion, Mr. Sabo noted that the airport is still in negotiations with American Airlines to add service to Dallas.

**Monterey-Salinas Transit District** – No report this month.

**Monterey Bay Unified Air Pollution Control District** – Richard Stedman reported that the Clean Air Vehicle \$2,000 rebate program closed in July. He stated his hope that next year there will be grant/rebates for low income residents who change out dirty vehicles for electric vehicles.

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

No reports this month.

8. **EXECUTIVE DIRECTOR'S REPORT**

Director Debbie Hale announced that a Strategic Planning and Goals session will be held at the next Board meeting, and asked for the Board to allow for a three-hour meeting.

9. **ANNOUNCEMENTS AND/OR COMMENTS FROM TRANSPORTATION AGENCY MEMBERS**

None this month.

10. **ADJOURNMENT**

Chair Chavez adjourned the meeting at 12:42 p.m.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Dave Delfino, Finance Officer / Analyst  
**Meeting Date:** September 27, 2017  
**Subject:** TAMC payments for the month of August 2017

### **RECOMMENDED ACTION:**

**ACCEPT** the list of checks written for the month of August 2017 and credit card statements for the month of July 2017.

### **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 \$ 2,033,236.39 which, included checks written for August 2017 and payments of the July 2017 Platinum Plus for Business Credit Card statement.

### **DISCUSSION:**

During the month of August 2017 normal operating checks were written, as well as a check for \$18,680.81 to HDR Engineering Inc. for engineering services for the Salinas Rail Extension Kick-Start Project, a check for \$20,604.42 to Meyers, Nave, Riback, Silver and Wilson and a check for \$6,490.76 to Overland, Pacific & Cutler, Inc. for right of way services regarding the purchase of real property for the Salinas Rail Extension Kick-Start Project, a check for \$4,950.00 to Novusolutions for the right to use their agenda software, a check for \$21,294.48 to Kimley-Horn & Associates, Inc. for services for the Level 2 Traffic and Revenue study of Highway 156, a check for \$8,575.00 to Kittleson & Associates, Inc. for the Highway 68 Salinas/Monterey Scenic Study, a check for \$31,515.89 to the Monterey County Health Dept. for their participation in the Active Transportation Via Salinas Valley project, a check for \$968,000.00 to the City of King City and a check for \$757,083.40 to the City of Salinas for PSE and Construction costs for their parts of the Active Transportation Via Salinas Valley project.

**ATTACHMENTS:**

- ▣ Checks August 2017
- ▣ Credit Cards July 2017

Transportation Agency for Monterey County (TAMC)  
 Union Bank Operating Account  
 August 31, 2017

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
08/03/2017	EFT CalPers Health Benefits	8,396.15		Employee Benefit
08/04/2017	17568 Alvarez Technology Group, Inc.	201.38		Computer Support
08/04/2017	17569 AT & T (Carol Stream, Il.)	394.84		Telecommunications, Call Box and Rideshare - Phone Service
08/04/2017	17570 De Lage Landen Financial Services	278.26		Office Copier Lease
08/04/2017	17571 Kittelson & Associates, Inc.	8,575.00		HWY 68 Salinas/Monterey Scenic Plan : Traffic Study
08/04/2017	17572 Meyers, Nave, Riback, Silver & Wilson	20,604.42		Right of Way Legal Services for Salinas Rail Extension Kick-Start Project
08/04/2017	17573 Novusolutions	4,950.00		Agenda Software
08/04/2017	17574 Office of the County Counsel	4,654.19		Legal Services
08/04/2017	17575 Shell	63.67		Auto Expense - Gasoline
08/04/2017	17576 Verizon Wireless	88.84		Call Box - Phone Service
08/04/2017	17577 VSP	149.13		Employee Benefits
08/08/2017	DEP County of Monterey		133,313.00	Local Agency Contribution
08/08/2017	DEP State of California		6,455.44	Interest on Condemnation Funds Deposited with the State
08/08/2017	DEP State of California		34,293.90	SAFE - June 2017
08/08/2017	DEP Eight Star, Marina Concrete, Newton Bros., Portola , P&S Real Estate and Jaguar		8,964.95	Railroad Right of Way Rent
08/11/2017	17578 Action Council of Mo. Co. Inc.	3,000.00		Ciclovía Sponsorship
08/11/2017	17579 Alvarez Technology Group, Inc.	1,356.03		Computer Support
08/11/2017	17580 Banner Life	329.00		Employee Benefits
08/11/2017	17581 California Towing and Transport	16,209.44		Freeway Service Patrol
08/11/2017	17582 HDR Engineering Inc.	18,680.81		Engineering Services Salinas Rail Extension Kick-Start Project
08/11/2017	17583 Irene Gonzales	300.00		Services for Roundabout Video
08/11/2017	17584 Monterey County Health Dept.	31,515.89		Active Transportation Grant - Via Salinas Valley
08/11/2017	17585 Overland, Pacific & Cutler, Inc.	6,490.76		Right of Way Services for Salinas Rail Extension Kick-Start Project
08/11/2017	17586 Peninsula Messenger LLC	125.00		Courier Service
08/11/2017	17587 Pure Water	56.70		Water
08/11/2017	17588 United Way of Monterey County	65.00		Employee Deduction - Charitable
08/11/2017	17589 Frisco Paint Company	3,650.00		Fort Ord Maintenance
08/11/2017	EFT Payroll	36,489.85		Payroll
08/11/2017	EFT Form 941	9,892.78		Payroll Taxes & Withholding
08/11/2017	EFT EDD	3,298.94		Payroll Taxes & Withholding
08/11/2017	EFT Pers Retirement	6,864.74		Employee Benefits
08/11/2017	EFT Pers Retirement PEPRA	998.52		Employee Benefits
08/11/2017	EFT CalPERS	7,413.21		Employee Benefits
08/11/2017	EFT Dave Delfino	22.47		Mileage Reimbursement
08/14/2017	EFT Union Bank	30.00		Bank Service Charges
08/18/2017	17590 Business Card	2,538.16		Office & Meeting Supplies, Staff Travel & Professional Development
08/18/2017	17591 Calcog	2,965.00		Annual Dues
08/18/2017	17592 Case Systems Inc.	6,909.90		SAFE Call Box - Maintenance
08/18/2017	17593 CDS Net, LLC	676.60		Safe Call Boxes
08/18/2017	17594 Comcast	141.23		Internet and Phone Service
08/18/2017	17595 Delta Dental	741.64		Employee Benefits
08/18/2017	17596 Enterprise Rent-a-Car	136.07		Auto Rental
08/18/2017	17597 Office Depot	437.91		Office Supplies
08/18/2017	17598 Oppidea, LLC	2,335.00		Accounting Services
08/21/2017	17599 City of King City	968,000.00		Active Transportation Grant - Via Salinas Valley
08/21/2017	17600 City of Salinas	757,083.40		Active Transportation Grant - Via Salinas Valley
08/22/2017	EFT CALPERS Financial & Acct Services	700.00		Accounting Services for GASB 68
08/24/2017	DEP State of California		4,725.19	FHWA - HWY 68 - Sal/Mty - Planning Grant
08/24/2017	DEP American Water		40,000.00	Deposit for ROW Easement Work
08/24/2017	DEP City of Gonzales and City of King City		7,361.00	Local Agency Contribution
08/24/2017	DEP Cardinale, Olivia's Cafe and Haedrich Auto body		4,220.00	Railroad Right of Way Rent
08/25/2017	EFT Debbie Hale	158.94		Reimbursement of Field Trip Costs
08/25/2017	EFT Union Bank	46.88		Bank Service Charges



Transportation Agency for Monterey County (TAMC)  
 Union Bank Operating Account  
 August 31, 2017

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
08/25/2017 17601	United Way of Monterey County	65.00		Employee Deduction - Charitable
08/25/2017 17602	City of Salinas	367.50		Rail Right of Way Maintenance
08/25/2017 17603	De Lage Landen Financial Services	278.26		Office Copier Lease
08/25/2017 17604	Fedex	26.68		Delivery Service
08/25/2017 17605	Kimley-Horn & Associates, Inc.	21,294.48		Services for Level 2 Traffic and Revenue Study for HWY 156 & FOR A Fee Update
08/25/2017 17606	Lincoln National Life Insurance Co.	610.07		Employee Benefits
08/25/2017 17607	Plaza Circle, Ltd	7,793.80		Office Rent
08/25/2017 17608	Shell	20.60		Auto Expense - Gasoline
08/25/2017 17609	Valero Marketing and Supply	20.69		Auto Expense - Gasoline
08/25/2017 EFT	Payroll	36,367.95		Payroll
08/25/2017 EFT	Form 941	9,801.30		Payroll Taxes & Withholding
08/25/2017 EFT	EDD	3,268.22		Payroll Taxes & Withholding
08/25/2017 EFT	Pers Retirement	6,864.74		Employee Benefits
08/25/2017 EFT	Pers Retirement PEPRA	1,016.74		Employee Benefits
08/25/2017 EFT	CalPERS	7,424.61		Employee Benefits
08/30/2017 EFT	Graniterock		7,356.36	Railroad Right of Way Rent
Total		2,033,236.39	246,689.84	



DEBRA L HALE

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July 05, 2017 - August 04, 2017

Cardholder Statement

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

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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

Payment Information	
New Balance Total .....	\$1,996.67
Minimum Payment Due .....	<b>\$19.97</b>
Payment Due Date .....	<b>08/31/17</b>
<b>Late Payment Warning:</b> If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:	
	\$19.00 for balance less than \$100.01
	\$29.00 for balance less than \$1,000.01
	\$39.00 for balance less than \$5,000.01
	\$49.00 for balance equal to or greater than \$5,000.01
<b>Minimum Payment Warning:</b> 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	
Previous Balance .....	\$1,385.69
Payments and Other Credits .....	-\$1,385.69
Balance Transfer Activity .....	\$0.00
Cash Advance Activity .....	\$0.00
Purchases and Other Charges .....	\$1,996.67
<b>Fees Charged .....</b>	<b>\$0.00</b>
<b>Finance Charge .....</b>	<b>\$0.00</b>
New Balance Total .....	\$1,996.67
Credit Limit .....	\$5,000
Credit Available .....	\$3,003.33
Statement Closing Date .....	08/04/17
Days in Billing Cycle .....	31

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
<b>Payments and Other Credits</b>				
07/24	07/22	PAYMENT - THANK YOU		- 1,385.69
		<b>TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD</b>		<b>-\$1,385.69</b>
<b>Purchases and Other Charges</b>				
07/06	07/05	AMERICAN PUBLIC WORKS	08164726100 MO	1,849.00
07/13	07/11	ROUND TABLE PIZZA	SALINAS CA	97.67
07/28	07/27	MAILCHIMP *MONTHLY	MAILCHIMP.COMGA	50.00
		<b>TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD</b>		<b>\$1,996.67</b>

Account Number:  
July 05, 2017 - August 04, 2017

New Balance Total ..... \$1,996.67  
**Minimum Payment Due ..... \$19.97**  
**Payment Due Date ..... 08/31/17**

Enter payment amount  
\$

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DEBRA L HALE  
 TAMC  
 ATTN DAVE DELFINO  
 55 PLAZA CIR STE B  
 SALINAS, CA 93901-295274



DEBRA L HALE

July 05, 2017 - August 04, 2017

Page 3 of 4

**Finance Charge Calculation**

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	17.99%	\$0.00	\$0.00
CASH	25.24% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

**Important Messages**

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- The ability to download your transactions into QuickBooks® for easy account management

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ELOUISE RODRIGUEZ

Platinum Plus® for Business

July 05, 2017 - August 04, 2017

Cardholder Statement

**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

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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

Payment Information	Account Summary
New Balance Total ..... \$541.49	Previous Balance ..... \$3,233.40
Minimum Payment Due ..... <b>\$10.00</b>	Payments and Other Credits ..... -\$3,233.40
Payment Due Date ..... <b>08/31/17</b>	Balance Transfer Activity ..... \$0.00
<b>Late Payment Warning:</b> If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date: \$19.00 for balance less than \$100.01 \$29.00 for balance less than \$1,000.01 \$39.00 for balance less than \$5,000.01 \$49.00 for balance equal to or greater than \$5,000.01	Cash Advance Activity ..... \$0.00
	Purchases and Other Charges ..... \$541.49
	<b>Fees Charged ..... \$0.00</b>
	<b>Finance Charge ..... \$0.00</b>
<b>Minimum Payment Warning:</b> 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.	New Balance Total ..... \$541.49
	Credit Limit ..... \$7,600
	Credit Available ..... \$7,058.51
	Statement Closing Date ..... 08/04/17
	Days in Billing Cycle ..... 31

Transactions				
Posting Date	Transaction Date	Description	Reference Number	Amount
<b>Payments and Other Credits</b>				
07/24	07/22	PAYMENT - THANK YOU		- 3,233.40
<b>TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD</b>				<b>- \$3,233.40</b>
<b>Purchases and Other Charges</b>				
07/10	07/06	DEVICE MAGIC INC RALEIGH NC		30.00
07/10	07/07	BOXWOOD TECHNOLOGY CHANSTEAD@NAYMD		295.00
07/19	07/18	SMARTNFINAL43110404317 SALINAS CA		32.30
08/03	08/02	NOB HILL #607 SALINAS CA		126.54

Account Number  
July 05, 2017 - August 04, 2017

New Balance Total ..... \$541.49  
Minimum Payment Due ..... **\$10.00**  
Payment Due Date ..... **08/31/17**

BUSINESS CARD  
PO BOX 15796  
WILMINGTON, DE 19886-5796

Enter payment amount

\$

ELOUISE RODRIGUEZ  
TAMC  
ATTN DAVE DELFINO  
55 PLAZA CIR STE B  
SALINAS, CA 93901-295274

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ELOUISE RODRIGUEZ

July 05, 2017 - August 04, 2017

Page 3 of 4

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
08/04	08/02	EL CHARRITO - CA SALINAS CA	05314617215100098069925	36.15
08/04	08/02	THE BAGEL CORNER SALINAS CA	85265037215700335674791	21.50
<b>TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD</b>				<b>\$541.49</b>

**Finance Charge Calculation**

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	17.99%	\$0.00	\$0.00
CASH	25.24% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

**Important Messages**

Your credit card now has an added security feature. To learn more about EMV chip card technology, visit [bankofamerica.com/businesschipcard](http://bankofamerica.com/businesschipcard).

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***Memorandum***

**To:** Board of Directors  
**From:** Todd Muck, Deputy Executive Director  
**Meeting Date:** September 27, 2017  
**Subject:** Educational Training Attended by Agency Staff

**RECOMMENDED ACTION:**

**RECEIVE** report on conferences or trainings attended by agency staff.

**SUMMARY:**

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

**FINANCIAL IMPACT:**

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

**DISCUSSION:**

On August 27-30, 2017, Executive Director Debbie Hale and Community Outreach Coordinator Theresa Wright attended the American Public Works Association Public Works Expo in Orlando, Florida. Together, they presented an educational session entitled, "Public Outreach during Construction: How to Turn Concerned Commuters into Project Advocates." The presentation highlighted the activities our agency conducted for the Holman Highway 68 roundabout project.

Highlights from other conference sessions attended by Ms. Hale and Ms. Wright are included in the attached summaries.

**ATTACHMENTS:**

- ▣ Debbie Hale APWA Conference Summary
- ▣ Theresa Wright APWA Conference Summary



## Memorandum

**To:** Board of Directors  
**From:** Debbie Hale, Executive Director  
**Meeting Date:** September 27, 2017  
**Subject:** **APWA Annual Conference**

---

On August 27-30, 2017, I attended the American Public Works Association Public Works Expo in Orlando, Florida. The conference was very valuable in that it provided an opportunity to share and learn new information, as well as engage with national committees that I am a member of.

The APWA Government Affairs Committee develops national policies on issues critical to public works. There is a range of expertise on the 12-member committee and as a member, I provide the transportation perspective. At the conference, we held our annual committee meeting, reviewing our recently adopted policy documents, including the Transportation Policies and Infrastructure Priorities documents, and we discussed ideas for encouraging our membership to reach out to their congressional representatives to educate them on public works issues. We also began planning for our annual Washington, DC visit, scheduled for early February, 2018.

I also serve as a member of the California APWA Chapters advocacy committee. At the conference, I had the chance to work with the Cal Chapters advocacy chair and the national APWA Government Affairs Committee director to begin planning an advocacy education workshop on March 27, in association with the engineers' conference that the League of Cities and the County Engineers Association of California is holding in Monterey in 2018. The purpose of this workshop will be to unify our members in educating the state legislature on funding and policy issues that are important to the operation of public works in our cities, counties and regions.

The rest of the conference I spent in educational sessions. I focused my attention on learning about new technologies – specifically autonomous and connected vehicles; leadership strategies; and roundabout corridors. Some of the most interesting information was on new technologies, and the various predictions for when autonomous and connected vehicles, electric vehicles and ridesharing systems will become integrated into our transportation system. The implications for this integration are tremendous.

New technology predictions included:

- Less need for new travel lanes as roadway capacity increases tremendously when vehicles can travel within inches of each other (in all directions);

- Less need for parking, if people own fewer cars and utilize on-call vehicles that are constantly circulating;
- Smaller parking spaces and therefore less land devoted to parking, because automated vehicles don't need room to open doors (they can pull out to let in passengers).
- Improved air quality, if vehicles are not sitting in traffic and use cleaner technology.
- Improved safety, since the vast majority of collisions are caused by human error.

Critical to these developments are the availability of a 5G wireless network and a comprehensive network of high capacity fiber. Even if these developments take 20 to 30 years (although some say 10 years), there are implications for transportation, air quality, and land use planning that should be considered now.

I met public works professionals from Iowa, Ohio and other places who had experience with multiple-roundabout corridors; staff will be following up with these representatives to obtain technical information and suggestions based on their experience. At a presentation by the public works director from Miami Beach, I learned about their climate change adaptation program. They are embarking on a multimillion dollar program to elevate streets and sidewalks on an incremental basis, before buildings are rebuilt, to avoid future flooding. This information will be useful as we begin to evaluate how to address our own flooding situations in areas such as Elkhorn Slough and along Highway 1.

Finally, Theresa Wright and I gave a presentation on Public Outreach during Construction: How to Turn Concerned Commuters into Project Advocates, sharing our outreach efforts and lessons learned with a group. The two roundabout videos were particularly popular and highlighted the activities our agency conducted for the Holman Highway 68 roundabout project; we are now trading information and videos with other agencies in the audience who shared their experiences.

In conclusion, the APWA Public Works Conference and Expo remains a very valuable information sharing and staff development experience for TAMC professionals and to assist our Agency in learning about the latest developments.





## Memorandum

**To:** Board of Directors

**From:** Theresa Wright, Community Outreach Coordinator/  
Associate Transportation Planner

**Meeting Date:** September 20, 2017

**Subject:** **APWA Annual Conference**

---

On August 27-30, 2017, I attended the American Public Works Association Public Works Expo in Orlando, Florida. The annual convention provided me the opportunity to grow my professional public works knowledge. The workshops included the latest information on public outreach, project delivery, project delivery, funding, planning, technology from the experts in the public works field.

In response to a request by APWA to make a presentation on public outreach techniques for construction projects, TAMC's Executive Director and I presented an educational session on August 30<sup>th</sup> for conference attendees. The session entitled, "Public Outreach during Construction: How to Turn Concerned Commuters into Project Advocates," was at 9:30 a.m. on August 30<sup>th</sup> and highlighted the activities our agency conducted for the Holman Highway 68 roundabout project.

In continuing my efforts to further have a better understanding of tools and information useful to my role as the Community Outreach Coordinator for the Agency, I attended the general sessions with the keynote speakers and the following workshops at the conference:

- "Advocating Public Works-Out of the Shadows, Into the Light, and On to the Next Generation"
- "Citizen Engagement Mobile Application"
- "Vision Zero: Lessons from Sweden in Transportation Safety"
- "Alternative Facts: How to Manage Misinformation and Disinformation"
- "U.S. Congress 101"
- "Complete Streets Coming to your Neighborhood: The Impact of a Complete Streets Policy on Established Neighborhoods"
- "Public Relations and Outreach for a Major Roadway Project"
- "Storying Workshop! How to Tell the Public Works Story"

Some of the important information gained at the conference was:

- The importance of your brand and its value through your transparency
- The six elements storytelling to advance your message

- Understanding the difference between fake news, alternative facts, misinformation and disinformation; the reasons why people believe them; and what to do about it.
- Communicating with the public using social media
- The use of software app “Accela” as a tool to have two-way communication with the community
- Implementing a department-wide rebranding project
- Educating the next generation about the importance of public works to economic growth and quality of life of the community
- An understanding of the Vision Zero philosophy
- An understanding of the role that APWA plays in tracking the latest activities affecting public works
- An understanding of the legislative and appropriations process
- The components of complete streets policy and the challenges for implementing one.
- Engaging the public to gain support for complete streets.
- Achieving public buy-in and support for a project

The conference also provided us to the opportunity to “Tell Our Story.” A “Tell Your Story” booth with video cameras was sat up at the conference to allow participants to express what their local needs were to Congressional legislators. We seized the moment and spoke about the importance of Highway 156 and Monterey County’s need for state and federal leadership on P3 partnerships and funding to make improvements on Highway 156.

This report includes an attachment of the APWA Review Session Description for the “Public Outreach during Construction: How to Turn Concerned Commuters into Project Advocates,” presentation session.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Rita Goel, Director of Finance & Administration  
**Meeting Date:** September 27, 2017  
**Subject:** **Maximum Cash Out Allowance for Section 125 Benefit plan**

### **RECOMMENDED ACTION:**

**ADOPT** Resolution 2017-23 amending Resolution 2016-09 changing the maximum cash-out allowance under the Agency's Section 125 benefit plan (Cafeteria Plan) for health insurance benefit from \$863.41 to \$400.00 effective January 1, 2018, for all classification of employees.

### **SUMMARY:**

Currently, Resolution 2016-09 permits the maximum cash-out under the Agency's Section 125 benefit plan (Cafeteria Plan) as \$863.41. With the adoption of Resolution 2017-23, effective January 1, 2018, the maximum cash-out permitted will be \$400.00.

### **FINANCIAL IMPACT:**

The financial impact on the Agency is expected to be minimal, as the Agency already budgets the full cost of the allowance, whether an employee opts in or out of health insurance plan.

### **DISCUSSION:**

The Transportation Agency for Monterey County has a Section 125 benefit plan (Cafeteria Plan). Due to recent case law, the Agency hired a legal firm to determine whether its plan was a "bona-fide plan" or not under the Fair Labor Standards Act and Department of Labor guidance. Upon analysis, we have been advised that the Agency's cash-out portion of the health insurance benefit was "cash heavy," and therefore unlikely to be considered an "incidental" part of the plan. Accordingly, the current Section 125 benefit plan (Cafeteria Plan), is at risk to be found not to be a "bona fide plan." Department of Labor currently defines "incidental" as 20% or less. To reduce the risks associated with not being a "bona fide plan," pending further analysis, the Agency is proposing to reduce the amount paid out under the Cash-out Program so that the total amounts paid bring it within the Department of Labor's 20% threshold.

The requested amendment modifies Resolution 2016-09, adopted by the Board of Directors on May 25, 2016, changing the maximum cash-out allowance under the Agency's Section 125 benefit plan

(Cafeteria Plan) for health insurance benefit from \$863.41 to \$400.00 effective January 1, 2018 for all classification of employees.

With the adoption of Resolution 2017-23, the Employment Contract Agreement with Debra L. Hale, will also be amended

ATTACHMENTS:

- Resolution 2017-23 Amending maximum cash-out allowance

**RESOLUTION NO. 2017-23 Amending**  
**RESOLUTION NO. 2016-09 OF THE**  
**TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)**  
**FISCAL YEAR BUDGET AND OVERALL WORK PROGRAM**

***TO APPROVE THE 2016-2017 FISCAL YEAR BUDGET AND OVERALL WORK PROGRAM;***  
***TO APPROVE THE ESTIMATED 2017-2018 AND 2018-2019 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, Transportation Agency for Monterey County adopted Resolution 2016-09 on May 25, 2016 but is now amended as of September 27, 2017; and**

**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 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 \$231,000 available for the Transportation Agency for Monterey County in fiscal year 2016-2017; and

**WHEREAS,** the Agency adopted the 2014 Regional Transportation Plan in June, 2014; and

**WHEREAS,** the Agency's 2016-2017 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

**WHEREAS**, the Board of Directors reviewed and commented on fiscal year 2016-17 budget on February 24, 2016 and

**WHEREAS**, the Agency is in compliance with:

- The Clean Air Act as amended, with Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
- Section 1101(b) of Moving Ahead for Progress in the 21<sup>st</sup> Century regarding the involvement of disadvantaged business enterprises for federally funded projects; and
- The Americans with Disabilities Act of 1990; and

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

**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 2016-17 of **\$2,616,738** for operating and **\$14,825,795** for direct program costs;
- (b) Approves the estimated budget for fiscal year 2017-18 of **\$2,666,392** for operating and **\$11,627,733** for direct program costs, pending final approval no later than May 2017;
- (c) Approves the estimated budget for fiscal year 2018-19 of **\$2,673,648** for operating and **\$9,670,436** for direct program costs, pending final approval no later than May 2018;
- (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;
- (e) Adjusts the Agency's job classification system to:
  1. Authorizes staffing level of 15.0 full time equivalent staff positions;
- (f) Approves the following salary and benefit adjustments:
  1. A cost of living adjustment of 0.0 % for all regular employees effective

- July 1, 2016;
2. An increase in the monthly mandatory CalPERS employer health contribution per employee and retiree/annuitant from \$125.00 to \$128.00 (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, 2017;
  3. Agency's cafeteria plan health insurance contribution for active employees is changed to \$863.41 for general employees and \$1726.82 for management employees effective July 1, 2016. Effective January 1, 2018, m~~Maximum~~ cash-out will be ~~\$863.41~~400.00 for all classification of employees. The total cafeteria health insurance allowance contribution for active employees includes the CalPERS mandatory contribution required under the Public Employees' Medical and Hospital Care Act Public.
  4. Classic employees will continue to pay 3.5% of their salary towards the member contribution to the CalPERS retirement plan. (Effective July 1, 2015).
- (g) Approves the following out-of-state trips in fiscal year 2016-17:
1. Up to three separate trips to Washington, D.C., by selected Board members and staff for the purpose of increasing 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 three out-of-state trips associated with staff's participation in American Public Works Association, American Planning Association or American Public Transit Association Rail 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;
  2. Congestion Management Agency funds 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 an unreserved fund balance equal to three-months of expenditures;
  4. Regional Development Impact Fee Agency funds, not to exceed \$10,000 to support the administration of the Regional Development Impact Fee Agency;

(i) Designates and authorizes the Executive Director or his/her designee to:

1. Sign agreements with the State of California to receive state planning funds for the State Transportation Improvement Program Planning, Programming & Monitoring Program;
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 the Continuing Co-operative 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 25~~th~~th day of ~~May~~September 201~~67~~7, by the following vote:

**AYES:**            ~~F. Armenta, A. Chavez, B. Delgado, J. Edelen, R. Huitt,~~  
                         ~~M. LeBrarre, J. Mohammadi, Parker, R. Rubio, R. Russell~~  
                         ~~S. Salinas, E. Smith and J. Stratton~~



TAMC ~~Budget FY 2016-17~~ Resolution 20167-0923

~~May 25, 2016~~ September 27, 2017

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NOES:

ABSENT: ~~T. Bodem, J. Huerta and M. Orozco~~

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~~FERNANDO ARMENTA~~ ALEJANDRO CHAVEZ, CHAIR  
TRANSPORTATION AGENCY FOR MONTEREY COUNTY

ATTEST:

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

[C:\Program Files \(x86\)\neevia.com\docConverterPro\temp\NVDC\5D0920A0-BD11-4928-ADF9-6DA8FB062142\Monterey County.902.1.2017-23 Amend Budget Overall Work Program Resolution 2016-09 for Maximum Cash-out - Cafeteria Plan.docP:\Administration\Resolutions\TAMC Resolutions\2016 Resolutions\2016-09 Budget & Overall Work Program Resolution.doc](C:\Program Files (x86)\neevia.com\docConverterPro\temp\NVDC\5D0920A0-BD11-4928-ADF9-6DA8FB062142\Monterey County.902.1.2017-23 Amend Budget Overall Work Program Resolution 2016-09 for Maximum Cash-out - Cafeteria Plan.docP:\Administration\Resolutions\TAMC Resolutions\2016 Resolutions\2016-09 Budget & Overall Work Program Resolution.doc)



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

**Memorandum**

**To:** Board of Directors  
**From:** Kay Reimann, Agency Counsel  
**Meeting Date:** September 27, 2017  
**Subject:** **Executive Director Employment Contract - Section 125 Cash Out Adjustment**

**RECOMMENDED ACTION:**

**AMEND** Executive Director Hale's contract to align the maximum cash-out amount permitted for the health benefit with the Agency's Section 125 benefit plan (Cafeteria Plan).

**SUMMARY:**

In order to align with Resolution 2017-23, modifying the maximum cash-out amount permitted under the Section 125 benefit plan (Cafeteria Plan) effective January 1, 2018, it is necessary to amend the Executive Director's employment agreement with the Agency.

**FINANCIAL IMPACT:**

If Ms. Hale opts to take the health insurance, there will be no financial impact on the Agency's budget. However, if she opts out of the health insurance, there will be a saving of approximately \$15,000 annually.

**DISCUSSION:**

Ms. Hale's current employment agreement allows her to cash-out the entire amount of the health insurance allowance under the Section 125 benefit plan (Cafeteria Plan). Effective January 1, 2018, she will be permitted to cash-out only the maximum amount permitted under the Section 125 benefit plan.

Although changes to the contract can be discussed and negotiated subject to approval in closed session, the Board must approve the final contract in an open public session.

**ATTACHMENTS:**

- Executive Director Employment Agreement Amend No.2

**AMENDMENT No. 2 TO EMPLOYMENT AGREEMENT**

**BETWEEN THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY**

**AND DEBRA L. HALE**

THIS AMENDMENT NO. 2 to the Employment Agreement approved May 27, 2015, between the Transportation Agency for Monterey County, hereinafter referred to as "TAMC," and Debra L. Hale, hereinafter referred to as "Hale," is hereby entered into between TAMC and Hale.

**RECITALS:**

- A. **WHEREAS**, Hale has been employed as Executive Director of TAMC since January 25, 2006; and
- B. **WHEREAS**, TAMC and Hale most recently entered into an Employment Agreement, as of May 27, 2015; and
- C. **WHEREAS**, TAMC and Hale desire to amend the Employment Agreement as set forth below;

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

1. **PARAGRAPH 4.3 (b) - BENEFITS**

Paragraph 4.3 (b), Benefits, is amended to read as follows:

4.3 (b) Medical Benefits: TAMC shall provide Hale with the same medical insurance benefits, including dental and vision care, as granted to all other management employees, except that effective January 1<sup>st</sup> 2018, at Hale's election she may cash out only the maximum value of the health benefit as permitted under the Agency's Section 125 plan.

2. **REMAINDER OF TERMS UNCHANGED**

All other terms of the Employment Agreement remain in full effect.

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

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment No. 2 to the Employment Agreement.

**DATED:** \_\_\_\_\_

\_\_\_\_\_  
**DEBRA L. HALE**

**DATED:** \_\_\_\_\_

**TRANSPORTATION AGENCY FOR  
MONTEREY COUNTY**

By \_\_\_\_\_  
**ALEJANDRO CHAVEZ**  
**TAMC Chair**

Approved as to form:

**DATED:** \_\_\_\_\_

\_\_\_\_\_  
TAMC Counsel



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Rita Goel, Director of Finance & Administration  
**Meeting Date:** September 27, 2017  
**Subject:** **Principal Engineer - Vacation and Professional Leave Ratification**

### **RECOMMENDED ACTION:**

**RATIFY** changes to paid vacation and professional leave for Principal Engineer hired by the Executive Director.

### **SUMMARY:**

The Executive Director negotiated a hiring package for Richard Deal, as a Principal Engineer. The terms negotiated include attributing prior years' experience in the public sector as TAMC experience, so to maximize vacation accrual, and to allow ten days of professional leave. Both these terms are different than what are identified in the Agency's Human Resources Rules & Regulations for new hires to the Agency. The Executive Committee reviewed the terms in Closed Session, and approved them.

### **FINANCIAL IMPACT:**

If the Principal Engineer takes the vacation and professional leave each year, there would be no financial impact to the Agency. Professional leave cannot be accrued and must be used each year. As with all employees, vacation time can accrue and if unused at the end of the person's tenure, there could be some additional costs.

### **DISCUSSION:**

In May, 2017, the Board approved a new job classification of Principal Engineer to the Engineer series of job titles. The reason for doing this was that adding this new level would allow employees to either advance one additional step within this series of job titles or allow the Agency to hire a more experienced and qualified individual to manage the delivery of complex transportation projects related to the Measure X program, as well as the delivery of other priority regional projects.

In July, the Transportation Agency went out for a recruitment for the Principal Engineer position and selected Rich Deal, former Traffic Engineer with the City of Monterey. The terms and conditions of employment negotiated have terms that are different than what are generally permitted new employees under the Agency's Human Resources Rules & Regulations. Vacation time is different from what new

hires are eligible, but would be consistent if the person had been with the Agency for 25 or more years. Professional leave time is not normally provided to General Employees, but is a benefit that a least one General Employee enjoys as a “grandfathered” benefit. As such is it not entirely unheard of.

The Executive Director selected Mr. Deal because he has 30+ years of experience in the public works field, and possesses special skills and knowledge relevant to the job. By negotiating the requested vacation and professional leave terms, this is essentially a lateral move by him to the Agency, while the Agency gets a well-experienced and suitable employee.

While the Executive Director has the authority to make all employment appointments, because time was of the essence, and because the negotiated terms did not strictly comply with the schedule of benefits for new employees, the Executive Director sought approval from the Executive Committee of these particular variations. The identity of the proposed hire was not disclosed at that time, so the Committee could consider just the compensation principles involved. After discussion, the Executive Committee approved allowing the Executive Director this flexibility.

Based on that discussion and approval, the Executive Director extended the offer to Mr. Deal on September 6, 2017, which was accepted that same day. Staff is recommending ratification of the terms of employment extended by the Executive Director.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Virginia Murillo, Transportation Planner  
**Meeting Date:** September 27, 2017  
**Subject:** **Fort Ord Regional Trail & Greenway - Environmental Review Lead Agency**

### **RECOMMENDED ACTION:**

#### **Designation of Lead Agency - Environmental Review - Fort Ord Regional Trail and Greenway:**

1. **APPROVE** the Memorandum of Understanding to designate TAMC as the lead agency for environmental review for the proposed Fort Ord Regional Trail and Greenway project; and
2. **DISTRIBUTE** to the cities of Marina, Seaside, Monterey and Del Rey Oaks and the County of Monterey for their adoption.

### **SUMMARY:**

The Fort Ord Regional Trail and Greenway (FORTAG) is a proposed regional active transportation corridor which was identified in Measure X as a regional bike and pedestrian safety project. To facilitate consideration and potential development of this multi-jurisdictional project, TAMC is proposing to serve as the lead agency for program-level environmental review.

### **FINANCIAL IMPACT:**

Funding for the environmental review of the proposed FORTAG project is included in the Measure X expenditure plan, with \$20 million anticipated to be allocated to the overall project, plus matching funds from other sources, once approved.

### **DISCUSSION:**

The Fort Ord Regional Trail & Greenway is a grassroots proposal developed by private citizens and is part of a larger effort to connect communities in former Fort Ord to each other and to education, employment, community and recreation centers. FORTAG is a proposed new paved regional active transportation route that will serve as a safe pedestrian and bicycle corridor connecting Seaside, Marina, Del Rey Oaks, Monterey and unincorporated community residents to California State University Monterey Bay, the Fort Ord National Monument and the Monterey Bay Sanctuary Scenic Trail.

The FORTAG concept is proposed as a 24.2-mile continuous 12-ft wide paved bicycle and pedestrian trail with an open-space buffer on both sides. FORTAG will connect to 7.5 miles of existing Monterey Bay Sanctuary Scenic Trail, for a total 31.7 regional trail in the Monterey Peninsula that will connect with the existing and planned active transportation network, and will provide connections to unpaved trails in the Fort Ord National Monument. FORTAG is designed to accommodate people of all ages and abilities, and will have an open space buffer for the majority of the route.

The project appears to be consistent with the goals and policies in the Regional Transportation Plan and Bicycle & Pedestrian Master Plan to promote safer bicycling and walking facilities and to reduce greenhouse gas emissions. Since its inception in 2012, the proposal has achieved several key milestones. In August 2015, the TAMC Board directed staff to assist in identifying funding for the concept. In March 2016, the Fort Ord Reuse Authority Board of Directors adopted a draft trails concept following the FORTAG alignment. In April 2016 the City of Marina included \$50,000 in its capital improvement program for integrating the concept into its city planning documents. In November 2016, Monterey County voters approved Measure X that identified a \$20 million allocation for FORTAG.

Environmental review is the next step to move FORTAG into actual project development, and to make the project more competitive for state and federal matching grant funds. California Environmental Quality Act guidelines state that where more than one public agency meets the criteria for being a Lead Agency, the public agencies may designate a Lead Agency by agreement. Because this is a regional project that crosses multiple jurisdictions, TAMC has coordinated with the Cities of Marina, Seaside, Del Rey Oaks, and Monterey and with the County of Monterey on developing the **attached** Memorandum of Understanding which will designate TAMC as the Lead Agency for environmental review. TAMC will coordinate with the jurisdictions and other stakeholders to conduct environmental review of FORTAG.

#### ATTACHMENTS:

- FORTAG Lead Agency Memorandum of Understanding



**MEMORANDUM OF UNDERSTANDING  
FOR THE DESIGNATION OF LEAD AGENCY BY AND AMONG  
THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY,  
THE CITY OF MARINA,  
THE CITY OF SEASIDE,  
THE COUNTY OF MONTEREY,  
THE CITY OF MONTEREY,  
THE CITY OF DEL REY OAKS**

THIS AGREEMENT FOR THE DESIGNATION OF LEAD AGENCY, made and entered into as of \_\_\_\_\_, 2017, by and among the Transportation Agency for Monterey County (“TAMC”), the City of Marina (“Marina”), the City of Seaside (“Seaside”), the County of Monterey (“County”), the City of Monterey (“Monterey”), and the City of Del Rey Oaks (“Del Rey Oaks”), is made with reference to the following facts and circumstances:

**RECITALS**

**WHEREAS**, the former Fort Ord was decommissioned in 1994 and the Fort Ord Reuse Authority (the “Authority”) was created pursuant to California Government Code Section 67650 *et seq.* (the “Authority Act”) in order to facilitate the disposition, development and maintenance of former Fort Ord lands; and

**WHEREAS**, the Authority prepared and adopted a Base Reuse Plan (“BRP”) and reviewed and certified a Base Reuse Plan Environmental Impact Report (“BRP EIR”) in 1996; and

**WHEREAS**, included within the BRP was the concept of developing trails and connections between and through open space and habitat lands in order to foster recreation and educational activities related to the qualities of much of the land of the former Fort Ord; and

**WHEREAS**, a proposal to create a regional active transportation route to serve as a safe pedestrian and bicycle corridor connecting Seaside, Marina, Del Rey Oaks, Monterey and unincorporated areas within and adjacent to former Fort Ord lands, currently known as the Fort Ord Regional Trail and Greenway (FORTAG) Paved Transportation Corridor, as shown on the concept map attached hereto as **Exhibit A**, (the “FORTAG Project”) has been put forward by members of the community; and

**WHEREAS**, the FORTAG Project, if approved, would affect, and be carried out or approved by, several land use jurisdictions, including the parties hereto; and

**WHEREAS**, the FORTAG Project would likely involve the dedication of land, the issuance of permits, the development of paved surfaces, the possible disturbance of habitat lands, and actions associated with the continued maintenance of such infrastructure, thus requiring environmental review; and

**WHEREAS**, the California Environmental Quality Act (“CEQA”) provides that where a proposed project is to be carried out or approved by more than one public agency, an agency is to be determined to be the Lead Agency under CEQA, and such Lead Agency is to be responsible for preparing the appropriate environmental documentation; and

**WHEREAS**, Section 15051(d) of CEQA Guidelines (14 CCR § 15051) also provides that where more than one public agency meets the criteria for being a Lead Agency, the public agencies may designate a Lead Agency by agreement; and

**WHEREAS**, TAMC is a regional transportation planning agency, whose purpose includes the development of a multimodal transportation system that enhances mobility, safety, access, environmental quality, and economic activities in Monterey County; and

**WHEREAS**, the FORTAG Project was identified in TAMC’s Transportation Safety and Investment Plan as a potential regional project for pedestrian and bicycle safety in Measure X, approved by the voters in November, 2016.

**NOW, THEREFORE**, TAMC, Marina, Seaside, County, Monterey and Del Rey Oaks, (collectively the “Parties”) hereby agree as follows:

#### **AGREEMENT**

1. **RECITALS.** The Recitals set forth above are incorporated herein and constitute an integral part of this Agreement.

2. **DESIGNATION OF LEAD AGENCY.** The Parties agree that TAMC shall be designated as the Lead Agency for the purpose of environmental review of the FORTAG

Project, as preliminarily described herein. TAMC may employ one or more consultants to assist in TAMC's duties as Lead Agency. Further reference to TAMC in this Agreement shall include any of TAMC's officers, employees or consultants.

3. PRELIMINARY DESCRIPTION OF FORTAG PROJECT FOR PURPOSES OF PROJECT DESCRIPTION FOR ENVIRONMENTAL REVIEW:

- a. A continuous 12-foot wide paved bikeway with open space buffer on both sides in two general loops: a Northern Loop and a Southern Loop.
- b. The Northern Loop encircles Marina, following a 13-mile route that includes 3 miles of an existing Coastal Recreation Trail.
- c. The Southern Loop encircles Seaside and bisects Del Rey Oaks, following a 15-mile route that includes 4 miles of existing Coastal Recreation Trail.
- d. The entire FORTAG Project will include spurs connecting the routes with existing and planned bicycle and pedestrian infrastructure, and will provide links to unpaved trails.
- e. It is anticipated that the FORTAG Project, if approved, will be developed in a series of segments by and through a number of jurisdictions.

4. ANTICIPATED SCOPING OF ISSUES. The Parties shall cooperate with each other and especially with TAMC as Lead Agency, to participate in scoping activities and other activities and review necessary to the preparation of appropriate environmental review as determined by TAMC.

5. DESIGNATION OF ANTICIPATED RESPONSIBLE AGENCIES. The cities of Del Rey Oaks, Marina, Monterey, Seaside, and the County of Monterey are hereby designated as "Responsible Agencies" under CEQA for the purposes of the FORTAG Project, as conceptually described herein. As such, each of these designated entities shall actively participate in the environmental review process undertaken by TAMC, including the review and provision of comments, and shall otherwise follow the requirements of Responsible Agencies, provided, however, that the designation made herein shall not require an agency to be a Responsible Agency, nor forbid an agency from being a Responsible Agency, if the information generated by environmental review indicates otherwise.

6. FISCAL RESPONSIBILITY OF THE PARTIES. TAMC, as Lead Agency, shall be responsible for the costs of conducting the environmental review of the FORTAG

Project, up to and including possible approval of the environmental document, and litigation (if any) related to such approval. Each Responsible Agency shall be responsible for its own actions, including costs related to the active participation in the environmental review process, and any actions that may be taken by a Responsible Agency subsequent to possible approval of the environmental document by TAMC.

7. COOPERATION BY PARTIES/BEST EFFORTS. Each Party shall use its best efforts to cooperate with each other, and to work with third parties, to eliminate obstacles to the timely environmental review and consideration of the FORTAG Project. The Parties shall designate appropriate staff to confer, as needed, to facilitate environmental review.

8. NO PROMISE OR REPRESENTATION OF APPROVAL. It is expressly agreed and understood that by entering into this Agreement no Party is making any promise, representation or commitment to give special treatment to, or exercise its discretion favorably with respect to the final consideration and possible approval of the FORTAG Project.

9. INTERPRETATION OF THIS NEGOTIATED AGREEMENT. This Agreement has been arrived at through good faith negotiation between the Parties; each Party waives the provisions of Civil Code Section 1654 concerning the interpretation of this Agreement.

10. TIME IS OF THE ESSENCE. Time is of the essence in this Agreement. Each party hereto shall act in good faith to expeditiously carry out each party's respective obligations under this Agreement.

11. AMENDMENTS OR MODIFICATIONS. No amendment to, or modification of, this Agreement shall be valid or enforceable unless set forth in writing and signed by each of the Parties hereto.

12. COUNTERPARTS. This Agreement may be executed in one or more counterparts, each of which is deemed to be an original hereof, and all of which shall together constitute one and the same instrument.

13. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the

Parties and supersedes all prior agreements, negotiations or representations with respect to designation of the Lead Agency for the Project which are not expressly set forth herein.

14. DISPUTE RESOLUTION. The purpose of this Agreement is to designate TAMC as Lead Agency for purposes of environmental review of the FORTAG Project. The parties agree to follow the California Environmental Quality Act and its regulations relative to any disputes concerning the substance or process of environmental review conducted by TAMC as Lead Agency.

15. GOVERNING LAW & VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

16. EXHIBITS. All exhibits and addenda referred to in this Agreement are attached hereto and incorporated herein by reference.

17. SEVERABILITY CLAUSE. If any provision, or any portion thereof, contained in the Agreement is held unconstitutional, invalid, unenforceable, or contrary to public policy, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

18. EFFECTIVE DATE. This Agreement shall take effect only upon execution by all of the parties hereto.

IN WITNESS WHEREOF, each Party hereto has executed this Agreement on the date set forth opposite their respective signatures. Each person signing represents that he or she holds full authority to enter this Agreement, and by signing intends to bind their principal to the terms hereof.

*[signatures on following pages]*

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**

Date: \_\_\_\_\_

By: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_

**CITY OF MARINA**

Date: \_\_\_\_\_

By: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_

**CITY OF SEASIDE**

Date: \_\_\_\_\_

By: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_

**COUNTY OF MONTEREY**

Date: \_\_\_\_\_

By: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_

**CITY OF MONTEREY**

Date: \_\_\_\_\_

By: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_

**CITY OF DEL REY OAKS**

Date: \_\_\_\_\_

By: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Virginia Murillo, Transportation Planner  
**Meeting Date:** September 27, 2017  
**Subject:** Measure X - Senior & Disabled Transportation Program Guidelines

### **RECOMMENDED ACTION:**

**RELEASE** draft Measure X Senior & Disabled Transportation Grant Program Guidelines for public review.

### **SUMMARY:**

The purpose of the Measure X Senior and 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. Per Measure X policies, this program is intended to fund non-profit transportation services to support seniors and persons with disabilities.

### **FINANCIAL IMPACT:**

Measure X allocates \$15 million over 30 years to this program, which is approximately \$500,000 per year. Implementation strategies were developed with the assistance of the Monterey-Salinas Transit Mobility Advisory Committee. The committee recommends funding be available in 3 to 5 year funding cycles. Transportation Agency staff is recommending 3-year cycle for this initial period. Approximately \$1.5 million will be available for the initial program's 3-year cycle covering fiscal years 2017/18, 2018/19 and 2019/20.

### **DISCUSSION:**

The Senior & Disabled Transportation Services Program is part of the Regional Safety, Mobility and Walkability Measure X Program. The purpose of this program is to increase transportation services for seniors and persons with disabilities to support their ability to live independently in their homes and communities. Per Measure X policies, this program is intended to fund non-profit transportation services to support seniors and persons with disabilities. As spelled out in the policies and project descriptions of Measure X, the goals of this program are to:

- Give seniors more transportation options
- Support independent travel by people with disabilities



- Provide safer and more reliable senior transportation services

The **attached** draft Measure X Senior & Disabled Transportation Program: Grant Program Guidelines include program goals, funding and eligibility, application timeline and score criteria. The draft guidelines also include Measure X policies for the use of these funds. Staff has included multi-year programming of these funds and drafted a simplified application, based on input from the Monterey-Salinas Transit Mobility Advisory Committee, which serves as TAMC's Social Services Transportation Advisory Council. The draft guidelines will be distributed for comment to the MST Mobility Advisory Committee, the eXcellent Transportation Oversight Committee and to other stakeholders that serve seniors and persons with disabilities.

The proposed timeline for this project is below:

<b>Date</b>	<b>Task</b>
<b>September 27, 2017</b>	<ul style="list-style-type: none"> <li>• TAMC Board of Directors releases draft guidelines for public review</li> <li>• MST Mobility Advisory Committee reviews draft guidelines</li> </ul>
<b>October 17, 2017</b>	<ul style="list-style-type: none"> <li>• eXcellent Transportation Oversight Committee reviews draft guidelines</li> </ul>
<b>October 25, 2017</b>	<ul style="list-style-type: none"> <li>• TAMC Board of Directors opens call for projects</li> </ul>
<b><u>December 1, 2017, noon PST</u></b>	<b><u>applications due</u></b>
<b>December 4-8, 2017</b>	<ul style="list-style-type: none"> <li>• Review Committee meets to score applications</li> </ul>
<b>January 3, 2018</b>	<ul style="list-style-type: none"> <li>• Draft Program of Projects presented to TAMC Executive Committee</li> </ul>
<b>January 24, 2018</b>	<ul style="list-style-type: none"> <li>• TAMC Board of Directors adopts Program of Projects for FY 2017/18, 2018/19 and 2019/20</li> </ul>

**ATTACHMENTS:**

- Draft Measure X - Senior & Disabled Transportation Program Guidelines

. Adopted by the Transportation Agency for Monterey County Board of Directors: October 25, 2017

# Measure X Senior & Disabled Transportation Program

Grant Program Guidelines

**Program applications due: Friday, December 1, 2017, noon PST**

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## Measure X

The Transportation Agency for Monterey County placed the Transportation Safety & Investment Plan (**Measure X**) on the November 8, 2016 ballot. and the measure was approved with 67.7% approval from Monterey County voters. **Measure X** is anticipated to generate an estimated \$20 million annually for a total of \$600 million over thirty years through a retail transactions and use tax of a three-eighths' of one percent (3/8%). The revenue from the sales tax measure will be used to fund transportation safety and mobility projects in Monterey County.

Based on extensive community and stakeholder input, Measure X priorities are to:

- Maintain local roads and repair potholes
- Increase safety and reduce congestion
- Improve transportation for youth, seniors, people with disabilities and working families
- Make walking and biking safer

Measure X funds are divided into two programs:

1. Local road maintenance, pothole repairs and safety: 60% of Measure X funds are allocated to the County of Monterey and incorporated cities for local street and road safety and maintenance improvements.
2. Regional safety, mobility and walkability: 40% of Measure X funds are allocated to regional safety and congestion relief, transit and bicycle/pedestrian projects.

## Senior & Disabled Transportation Services Program Overview

### Program Purpose & Goals

The Senior & Disabled Transportation Services Program is part of the Regional Safety, Mobility and Walkability Measure X Program. The purpose of this program is to increase transportation services for seniors and persons with disabilities to support their ability to live independently in their homes and communities.

Per Measure X policies, this program is intended to fund non-profit transportation services to support seniors and persons with disabilities.

As spelled out in the policies and projects of Measure X, the goals of this program are to:

- Give seniors more transportation options
- Support independent travel by people with disabilities
- Provide safer and more reliable senior transportation services

The intent of this program is to fund projects, programs and operations that meet these goals.

## Stakeholders & Representatives

The MST Mobility Advisory Committee serves as TAMC's Social Services Transportation Advisory Council. In that capacity, the Committee serves as the stakeholder group for the development and implementation of this Measure X program. Membership of the Committee includes representatives from organizations that serve seniors, people with disabilities, veterans and low-income people. The Committee is comprised of the following organizations:

- United Way Monterey County
- Visiting Nurse Association
- Interim, Inc.
- Alliance on Aging
- Central Coast Center for Independent Living
- Monterey County Department of Social & Employment Services/Area Agency on Aging
- The Carmel Foundation
- The Blind and Visually Impaired Center
- ITN Monterey County
- Veteran's Transition Center
- MC Military & Veteran's Affairs

The Measure X Oversight Committee will also participate in the development of the grant process and call for projects. Other stakeholders to be included in the process include:

- Salinas Senior Center
- La CASA Adult Daycare Center
- South County Outreach Efforts group

## Funding & Eligibility

### Funding

This program funding allocation is \$15 million over 30 years, which is approximately \$500,000 per year. Implementation strategies were developed with the assistance of the Monterey-Salinas Transit Mobility Advisory Committee. The Committee recommended funding be available in 3 to 5 year funding cycles. A 3-year cycle of funding will be available for this initial period. Approximately \$1.5 million will be available for the initial program's 3-year cycle covering fiscal years 2017/18, 2018/19 and 2019/20. Funds not programmed in the current funding cycle will be carried forward and made available in future cycles.

## Eligible Applicants

Measure X Senior & Disabled Mobility Program funds are available for 501(c)3 non-profit organizations that serve Monterey County residents. Organizations or collaborative projects that are not registered 501(c)3 non-profit organizations can partner with a tax-exempt, 501(c)3 non-profit organization that will serve as a fiscal sponsor for project implementation. Public agencies may be eligible if they partner with 501(c)3 non-profit organizations to complete the work included in the grant proposal.

Organizations may submit one-time or multi-year project funding requests.

## Eligible Activities & Expenses

This program provides capital and operating assistance grants for projects that support mobility options for seniors and people with disabilities. Eligible activities include, but are not limited to:

- Capital projects such as:
  - Purchase or lease of accessible vehicles and vans
  - Computer hardware, software or other equipment that will support mobility programs
- Operations projects such as:
  - Operation expenses directly related to service provided to seniors and/or disabled residents of Monterey County
  - Planning, development and implementation of service area/hours expansions
  - Marketing campaigns to promote mobility services for seniors and persons with disabilities
  - Voucher, mileage reimbursement and/or other trip subsidy programs

## Application Timeline & Score Criteria

### Application Review Process & Score Criteria

Applications will be reviewed for completeness and assigned to a review committee for scoring. The review committee will be made up of TAMC staff, representatives from the MST Mobility Advisory Committee and the eXcellent Transportation Oversight Committee. The review committee will review and rank the applications based on the following criteria:

- |    |   |           |
|----|---|-----------|
| 1. | <b>Applicant experience:</b> Organization has demonstrated knowledge experience serving seniors and people with disabilities.           | 25 points |
| 2. | <b>Project ability to meet program goals:</b> The project enhances transportation services for seniors and/or people with disabilities. | 25 points |
| 3. | <b>Project feasibility and cost effectiveness:</b> Project readiness for implementation,  | 25 points |

timeline, ability of organization to leverage funds.

4. **Coverage:** Percent of seniors and people with disabilities in Monterey County served or eligible to use service: 25 points

Once applications are reviewed and scored, TAMC staff will develop a draft recommendation program of projects list. That draft list will be presented to the MST Mobility Advisory Committee and the eXcellent Transportation Oversight Committee for comment and recommendation to the TAMC Board of Directors. The final draft list will be presented to the TAMC Board of Directors for adoption.

### Application Proposed Timeline

Date	Task
September 27, 2017	<ul style="list-style-type: none"> <li>TAMC Board of Directors releases draft guidelines for public review</li> <li>MST Mobility Advisory Committee reviews draft guidelines</li> </ul>
October 17, 2017	<ul style="list-style-type: none"> <li>eXcellent Transportation Oversight Committee reviews draft guidelines</li> </ul>
October 25, 2017	<ul style="list-style-type: none"> <li>Call for projects open</li> </ul>
December 1, 2017, noon PST	<b><u>applications due</u></b>
December 4-8, 2017	<ul style="list-style-type: none"> <li>Review Committee meets to score applications</li> </ul>
January 3, 2018	<ul style="list-style-type: none"> <li>Draft Program of Projects presented to TAMC Executive Committee</li> </ul>
January 24, 2018	<ul style="list-style-type: none"> <li>TAMC Board of Directors adopts Program of Projects for FY 2017, 2018 and 2019</li> </ul>

## Policies

### Transportation Safety & Investment Plan Policies

The following policies apply to projects funded by this Measure X Senior and Disabled Transportation Program:

- Transportation Safety & Investment Plan Account:** For ease of tracking and to assure full transparency, all revenues received and expenditures of these funds will be accounted for and tracked in its own separate budget and fund titled "Transportation Safety & Investment Plan Account" and will not be comingled with any other funds.
- Eligibility Verification:** Under no circumstances may the proceeds of this transportation sales tax be applied to any purpose other than for transportation projects, programs and activities. Awarded applicants will certify in an annual verification submitted to TAMC that these transportation funds were used for eligible expenses.

- **Maintaining Local Transportation Funding Efforts:** Measure X funds cannot supplant other funds that are currently committed to the applicant’s project.

### Measure X Senior and Disabled Transportation Program Specific Policies

The following policies apply specifically to this Measure X Senior and Disabled Transportation Program:

- **Multiple applications:** Organizations can submit more than one application per grant cycle reflecting different operational or capital needs.
- **Funding Agreement:** Organizations selected for funding must a funding agreement with TAMC.
- **Annual Report:** Organizations selected for funding will provide an annual report documenting communities served and success meeting project goals and proposed outcomes
- **Audits:** TAMC reserves the right to audit organizations that are awarded funding under this project.
- **Media Releases:** Organizations selected for funding will use the Measure X logo when promoting projects, programs or services funded by this Measure X program and will acknowledge the Measure X program in press releases.
- **Advanced Awards:** Organizations operating in Monterey county for at least three years can request advance allocations for up to 50% of annual grant award amounts.

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## Application

### Checklist

Applications are due via email on **December 1, 2017 at 12:00 P.M. PST**. The application must be submitted in a PDF format and include:

- Cover letter
- Completed application sections 1-4
- Project implementation timeline
- Project budget

Additional information such as letters or support, testimonials, maps, photographs and additional information about the organization is not required, but if included should be limited to ten (10) pages.

### 1. Screening Criteria

<b>Is the applicant a 501(c)(3) tax exempt organization?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
If the applicant is not a 501(c)(3) organization, then the applicant must partner with an organization that is and can serve as a fiscal sponsor. The fiscal sponsor may be a 501(c)(3) organization. The applicant must complete the following information about the fiscal sponsor.	
<b>Fiscal Sponsor Information:</b>	
<b>Name</b>	
<b>Address</b>	
<b>Tax ID #</b>	
<b>Fiscal Sponsor Contact</b>	
<b>Telephone Number</b>	
<b>Email Address</b>	
<b>Fax Number</b>	

### 2. Applicant Information

<b>Organization Name</b>	
<b>Address</b>	
<b>Email Address</b>	
<b>Telephone Number</b>	
<b>Fax Number</b>	
<b>Organization Contact Information</b>	
<b>Year Established</b>	

<b>Organization Mission Statement</b>	
<b>Description of Organization</b>	
<b>Number of Employees</b>	
<b>Number of Volunteers</b>	
<b>Board of Directors:</b> Describe the composition of your Board of Directors.	

### 3. Project Description

<b>Project Name</b>	
<b>Funding Request Amount</b>	
<b>Other Funding Sources Allocated to this Project</b>	
<b>Total Project Cost</b>	
<b>Funding Request Type</b>	<input type="checkbox"/> One-time request <input type="checkbox"/> Multi-year request
If multi-year, which fiscal years is this funding request for?	<input type="checkbox"/> 2017/18 <input type="checkbox"/> 2018/19 <input type="checkbox"/> 2019/20
<b>Project Type</b>	<input type="checkbox"/> Capital <input type="checkbox"/> Operating
<b>Brief Project Description:</b> (100 words max)	
<b>Project Area Served:</b> Describe the communities that will be served by the project.	
<b>Measure X Project Goals:</b> Indicate which of the Measure X program goals the project will address.	<input type="checkbox"/> Give seniors more transportation options <input type="checkbox"/> Support independent travel by people with disabilities <input type="checkbox"/> Provide safer and more reliable senior transportation services

### 4. Project Benefits

<b>Project Need</b> (200 words max)	
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<b>Project Goals</b> (200 words max)	
<b>Communities Served:</b> Describe the communities that will benefit from this project.	
<b>Project Scope of Work:</b> Describe the main tasks of the project.	
<b>Expected Project Outcomes:</b> <i>Example – Service hours will expand by ##% to serve ## more passengers per month/year.</i>	
<b>Project Evaluation:</b> Describe how you will measure the project outcomes and track your progress towards achieving the project goals.	

### 5. Project Implementation Timeline

Develop an implementation timeline that identifies key tasks, milestones and corresponding due dates.

### 6. Project Budget

Develop a project budget that identifies the cost of each key task, with capital and operating costs called out separately. If this funding request will leverage other funds, identify which phases of the project will be funded by each funding source.

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TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Grant Leonard, Transportation Planner  
**Meeting Date:** September 27, 2017  
**Subject:** **Bicycle Secure Program Grant Applications**

### **RECOMMENDED ACTION:**

**APPROVE** funding Bicycle Secure Program grant applications from Sand City and Seaside High School.

### **SUMMARY:**

The Agency received two applications for the Bicycle Secure Program in August, one from Sand City and one from Seaside High School. Combined, the two applications are requesting eight bicycle racks, one skateboard rack, and two repair stations.

### **FINANCIAL IMPACT:**

The requested racks and repair stations are estimated to cost approximately \$9,000. The Transportation Agency's FY 2017/18 budget has \$30,000 in Regional Surface Transportation Program funds designated for the Bicycle Secure Program. Additionally, there is an approximately \$14,000 reserve fund for this program from the FY 2016/17 budget.

### **DISCUSSION:**

In August 2017, the Agency received applications from Sand City for City Hall and The Independent, and from Seaside High School. In total, the applications requested parking for 48 bicycles and 20 skateboard, plus two repair stations.

Both applicants have demonstrated a need for bicycle or skateboard parking facilities, as well as the potential for usage. As such, each applicant has demonstrated that they meet the goals and criteria of the program.

Although the Agency typically only accepts applications during a defined grant period between December and February, these applications were accepted because, at the March 2017 Board Meeting, the Board Directors authorized staff to continue to accept applications throughout the year and to use surplus funds from the fiscal year 2016/17 grant cycle to purchase requested equipment.

Once the applications have been approved, staff will purchase the equipment and oversee the installation process. All equipment is to be installed within one month of receipt by the applicant, unless other arrangements have been made with Agency staff.

ATTACHMENTS:

- Summary of Bicycle Secure Program Applications

**Attachment 1: Bicycle Secure Program August 2017 Application Summaries**

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<b>Applicant</b>	<b>City</b>	<b>Items</b>	<b>Bike Spaces</b>	<b>Skateboard/Scooter Spaces</b>	<b>Repair Stations</b>
Sand City	Sand City	2 Angled Racks	8	0	0
Seaside High School	Seaside High School	20 U Racks 2 Skatboard Rack 1 Bike Repair Station 1 Skateboard Repair Station	40	20	2
<b>Total</b>			<b>48</b>	<b>20</b>	<b>2</b>



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

**Memorandum**

**To:** Board of Directors  
**From:** Christina Watson, Principal Transportation Planner  
**Meeting Date:** September 27, 2017  
**Subject:** California Federal Transportation Infrastructure Investment Principles

**RECOMMENDED ACTION:**

**RATIFY** support of California Federal Transportation Infrastructure Investment Principles as consistent with adopted Federal Legislative Program.

**SUMMARY:**

Staff responded to a request from Caltrans to sign on to statewide federal legislative principles by August 31, 2017. Staff reviewed the principles and found them to be consistent with the Agency's adopted Federal Legislative Program.

**FINANCIAL IMPACT:**

This action represents no financial impact to the Agency.

**DISCUSSION:**

Online as web attachments are the final draft California Federal Infrastructure Investment Consensus Principles and the final TAMC 2017 Legislative Program. Staff recommends Board ratification of these Principles as consistent with the adopted Program.

**WEB ATTACHMENTS:**

- [FINAL DRAFT California Federal Infrastructure Investment Consensus Principles](#)
- [FINAL TAMC 2017 Legislative Program](#)



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

***Memorandum***

**To:** Board of Directors  
**From:** Ariana Green, Associate Transportation Planner  
**Meeting Date:** September 27, 2017  
**Subject:** **Grant Application for Seaside and Marina Safe Walking and Bicycling to School Study**

**RECOMMENDED ACTION:**

**Caltrans Planning Grant Application:**

1. **AUTHORIZE** staff to submit a Caltrans Sustainable Communities Transportation Planning Grant application to prepare a Safe Walking and Bicycling to School - Complete Streets Study to improve access to schools in Seaside and Marina;
2. **APPROVE** the local grant match not to exceed \$50,000 from the Safe Routes to School Measure X funding and partner agency contributions; and
3. **AUTHORIZE** the Executive Director to accept grant funds, if awarded.

**SUMMARY:**

The Caltrans Sustainable Transportation Planning grant program is accepting applications for fiscal year 2017-2018. Transportation Agency staff is seeking Board authorization to pursue a grant to study opportunities for complete streets to make it safer for children to walk and bike to school in Seaside and Marina.

**FINANCIAL IMPACT:**

The maximum funding available for Caltrans Sustainable Communities planning grants is \$1,000,000; a total of \$12.5 million is available statewide. Staff estimates the budget for the Seaside and Marina Schools Complete Streets for Safer Walking and Bicycling to School Study to be \$394,356. The Sustainable Communities grant requires a minimum local match of 11.47%, or \$45,233. The share of exact match amounts by agency had yet to be negotiated in time to be included in this report; however, partnering agencies are each expected to provide an in-kind (i.e. staff time) match. These grants are funded by new Senate Bill 1 revenues.

**DISCUSSION:**

The Caltrans Sustainable Communities grant program funds multimodal transportation planning studies



that have statewide, interregional, regional or local significance. The purpose of these planning studies is to identify and address safety and mobility deficiencies in the transportation system through stakeholder collaboration and active public engagement.

The recommended action authorizes Agency staff to pursue and accept grant funds for the Seaside and Marina Safe Walking and Bicycling to School - Complete Streets Study, in partnership with the cities of Seaside and Marina, the County Health Department and Ecology Action. Schools are often the site of local traffic congestion, particularly during morning commute times; in fact, the traffic itself often makes it difficult for students to bike or walk to school. This Study will identify barriers to safe, convenient transportation and guide future improvements around 15 city schools to help address school-based traffic congestion and improve student health by fostering increased biking, walking and carpooling. TAMC, County Health Services, City of Seaside Public Works, City of Marina Public Works and non-profit Ecology Action will engage administrators, parents and students in school bike/walk assessments, carpool matching and data collection.

The Study, an outgrowth of regional planning efforts, will do the following to promote multiple statewide transportation goals:

- Gather collision, student residence, parent perception and mode data;
- Identify needs and barriers to walking, bicycling and carpooling;
- Develop a prioritized list of infrastructure and non-infrastructure recommendations; and
- Develop an online resource for Safe Routes to School programs and projects

Funding for the Caltrans Sustainable Transportation Planning grant program is available on a statewide, competitive basis. Grant applications must be submitted to Caltrans by 5 p.m. on October 20, 2017. Project selections will be made in December, 2017, with funding available by May or June, 2018.



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Hank Myers, Senior Transportation Planning Engineer  
**Meeting Date:** September 27, 2017  
**Subject:** **Pavement Management Program Services**

### **RECOMMENDED ACTION:**

#### **Pavement Management Program Services:**

1. **AUTHORIZE** staff to enter into reimbursement agreements with local agencies for TAMC to procure MTC software and database setup services, and for consultant pavement condition surveys and professional services to develop a local agency Pavement Management Program on their behalf, subject to the review and approval of Agency counsel; and
2. **AUTHORIZE** staff to execute a Technical Support Service agreement with the Metropolitan Transportation Commission (MTC) to acquire StreetSaver software and database setup services to develop a local agency Pavement Management Program, subject to the review and approval of Agency counsel; and
3. **AUTHORIZE** staff to publish a Request for Proposals for consultant services to provide pavement condition surveys and professional services to develop a local agency Pavement Management Program utilizing StreetSaver software, subject to the review and approval of Agency counsel.

### **SUMMARY:**

It is a requirement of Measure X that each local agency is required to have a Pavement Management Program in order to receive funding. The Agency will coordinate a joint procurement of Pavement Management Program services for those agencies that are in need of these services and elect to participate in this joint procurement effort.

### **FINANCIAL IMPACT:**

Measure X allocates 60% of the funds received to local road maintenance, pothole repairs & safety. These funds will be distributed to each local agency in compliance with the approved ordinance. The development of a Pavement Management Program by the Agency is eligible to be funded out of this program prior to distribution of funds to the cities and to the county. Each agency participating in the procurement will be responsible for their share of the overall costs for the acquisition of the pavement management software and database setup and consultant services necessary to develop the individual

agency programs. The acquisition of MTC StreetSaver software and database setup services is expected to cost about \$100,000. The consultant services for pavement condition surveys and professional services to implement a Pavement Management Program is expected to cost about \$320,000 to \$460,000. As such, the total estimated cost for the acquisition of the pavement management software and the initial set up consultant services is \$420,000 to \$560,000 and will be shared by participating agencies. The costs included in this joint procurement are limited to the initial startup costs for implementation of the first year of a Pavement Management Program for each participating agency. In subsequent years each agency will be responsible for the annual costs of continued operation of their individual Pavement Management Program.

### **DISCUSSION:**

The Transportation Agency will coordinate a joint procurement of Pavement Management Program services for those jurisdictions that are in need of these services and elect to participate in this joint procurement effort. The Transportation Agency will first enter into reimbursement agreements with local jurisdictions and then acquire the MTC software licenses and database setup services, and then issue a Request for Proposals for consultant services for pavement condition surveys and professional services to develop a Pavement Management Program on behalf of the participating local agencies. TAMC will be the responsible agency for contracting and overseeing the pavement management software acquisition and additional consultant services to develop the Pavement Management Program for each participating local agency and will be reimbursed by participating agencies.

At the May 4, 2017 Technical Advisory Committee meeting, Transportation Agency staff presented information on the Pavement Management Program requirements for Measure X and discussed options for development of the programs with the cities and county. Measure X requires each jurisdiction to develop a Pavement Management Program and to submit regular reports on the conditions of their roads, to insure timely repairs and keep the public informed. The options discussed at the meeting were for each jurisdiction to independently develop their own Pavement Management Program, or to participate in a coordinated joint procurement effort with the Agency taking the lead. Each agency was provided approximate costs to participate in the joint procurement. The goal of TAMC is to assist the participating jurisdictions to procure the first year services necessary to develop a Pavement Management Program and to provide additional support as needed to help them meet the requirements of Measure X.

Nine of the thirteen agencies provided letters of their intent to participate in the joint procurement of Pavement Management Program services, and to contribute their proportionate share of Measure X, or other revenues to this effort. The participating cities include Carmel, Del Rey Oaks, Greenfield, Pacific Grove, Marina, Sand City, Seaside, King City, and the County of Monterey. The remaining cities already have a program in place or will develop the required program on their own.

The Transportation Agency intends to develop the Pavement Management Program in two phases. The first phase will include the entry into a reimbursement agreement and the acquisition of software and database setup behalf of each participating local agency. The Agency will execute a Technical Support Service agreement with the Metropolitan Transportation Commission (MTC). The MTC StreetSaver pavement management software was selected by the Agency since it meets the requirements of

Measure X and provides the opportunity for local technical support and training. It is widely used in the Bay area and is currently being used by several local agencies, which will allow compatibility within the region. MTC will provide the following key tasks of the Technical Support Service agreement (attached) which include:

- StreetSaver Software Licenses
- Database Setup & Conversion
- Software Support Plan
- Training Service Plan
- GIS Mapping Integration and Linkage Maintenance & Rehabilitation History

In the second phase the Transportation Agency will release a Request for Proposals for consulting services necessary to develop a Pavement Management Program. The selected consultant will survey the current roadway conditions and provide professional and technical services in developing the Pavement Management Program, using the latest version of the StreetSaver software. Consultant assistance is required to complete key tasks of the Pavement Management Program scope of work (web attachment) which include:

- Pavement Condition Surveys of the roadway network of each agency
- Suggested Maintenance & Repair Strategies
- Budget Needs Analysis & Funding Scenarios
- On-site Technical Training
- Assistance with Final Reports & Council Presentations

The Transportation Agency will be responsible for procuring and overseeing both the first phase and second phase services. Each participating jurisdiction will need to execute a cost agreement with TAMC confirming their interest in proceeding with the joint procurement and to contribute its proportionate share of Measure X revenues. Once TAMC receives cost proposals for the services, each jurisdiction will receive a breakout of their share of the costs. It is expected that the first phase - MTC services - will take 1 to 2 months from notice to proceed to completion. The second phase - consultant services - will take will take 2 to 3 months to complete the Request for Proposal process, and the pavement condition surveys and delivery of the full scope of consultant services will take about 8 to 10 months from the notice to proceed.

#### ATTACHMENTS:

- Initial Program Costs, by Jurisdiction

#### **WEB ATTACHMENTS:**

- [Local Agency Funding Agreement](#)
- [MTC Order and Agreement](#)
- [Pavement Management RFP Scope of Work](#)

**Independent Cost Estimate - By Jurisdiction**

**Pavement Management Program Services  
MTC Services and Consultant Services**

**9/11/2017  
HM**

Agency	Miles - Centerline	MTC Services	Consultant Services*	Total Agency Costs - Low Estimate	MTC Services	Consultant Services*	Total Agency Costs - High Estimate
Carmel by the Sea	26.9	\$4,354	\$10,342	<b>\$14,696</b>	\$4,354	\$13,033	<b>\$17,387</b>
Del Rey Oaks	10.0	\$3,728	\$6,909	<b>\$10,637</b>	\$3,728	\$7,907	<b>\$11,635</b>
Greenfield	23.4	\$5,260	\$9,628	<b>\$14,888</b>	\$5,260	\$11,967	<b>\$17,227</b>
King City	28.1	\$5,585	\$10,581	<b>\$16,166</b>	\$5,585	\$13,390	<b>\$18,975</b>
Marina	78.0	\$3,638	\$20,723	<b>\$24,361</b>	\$3,638	\$28,523	<b>\$32,161</b>
Pacific Grove	55.9	\$7,256	\$16,221	<b>\$23,477</b>	\$7,256	\$21,811	<b>\$29,067</b>
Sand City	5.4	\$3,606	\$5,974	<b>\$9,580</b>	\$3,606	\$6,511	<b>\$10,117</b>
Seaside	68.3	\$5,456	\$18,738	<b>\$24,194</b>	\$5,456	\$25,569	<b>\$31,025</b>
Monterey County	1080.0	\$61,882	\$223,901	<b>\$285,783</b>	\$61,882	\$331,091	<b>\$392,973</b>
<b>Total</b>		<b>\$100,765</b>	<b>\$323,017</b>	<b>\$423,782</b>	<b>\$100,765</b>	<b>\$459,802</b>	<b>\$560,567</b>
		*Pavement Survey at \$200 per mile			*Pavement Survey at \$300 per mile		



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Ariana Green, Associate Transportation Planner  
**Meeting Date:** September 27, 2017  
**Subject:** **Travel Demand Management Branding & Marketing Consultant Agreement**

### **RECOMMENDED ACTION:**

#### **Travel Demand Management Branding & Marketing Consultant Agreement:**

1. **AUTHORIZE** the Executive Director to execute a contract with Moxxy Marketing for an amount not to exceed \$57,000 to develop a brand and marketing strategy for TAMC's travel demand management program;
2. **APPROVE** the use of \$57,000 of Service Authority for Freeways and Expressways (SAFE) funds;
3. **AUTHORIZE** the use of \$50,000 in SAFE funds as included in the FY2017/18 budget and an additional \$7,000 in SAFE fund from the account fund balance; and,
4. **AUTHORIZE** the Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, pending approval by Agency counsel.

### **SUMMARY:**

Proposals for branding and marketing strategy services for the Transportation Agency's Travel Demand Management program were solicited from qualified marketing firms. The review committee recommends Moxxy Marketing, based in Salinas, for the contract.

### **FINANCIAL IMPACT:**

The not-to-exceed amount for this contract is \$57,000. \$50,000 in SAFE funds is currently in the FY2017/18 budget under Work Element 1790 (Traveler Information Programs). An additional \$7,000 in SAFE funds from the account fund balance is being requested to include additional marketing research and materials for Spanish speakers.

### **DISCUSSION:**

In December 2013, the Transportation Agency Board of Directors adopted the Monterey Bay Area 511 Traveler Information Implementation Plan. The goal of the plan is to reduce traffic congestion in Monterey County by encouraging carpools, vanpools, use of transit, biking, walking, staggered work

schedules, and telecommuting. These strategies are also known as "travel demand management" because they reduce the demand for new travel lanes by making more efficient use of the existing road network. Due to innovations in technology, the Agency is revamping the strategies in the traveler information/rideshare plan to utilize new tools. The success of the program will be dependent upon public awareness and travel behavior change. The new program will be fully launched in spring 2018 and will include the following features:

- Traveler information website (currently [www.511monterey.org](http://www.511monterey.org)) – dynamic road conditions map, travel resources, link to Mobility Management platform, roadway construction info, Safe Routes to School resources
- Mobility management software & app – multimodal trip matching, trip planning, trip logging, vanpool management, incentives management, emergency ride home management. event parking, bike parking, EV charging locations, surveys, data reports
- Emergency Ride Home Program
- Incentives & rewards
- Commuter Challenge and Bike Month campaign
- Community outreach – to employers, schools, government, universities and visitor-serving industry

A comprehensive and innovative marketing strategy and strong brand are needed to launch the program and engage the traveling public to participate. In June, the TAMC Board approved the release of a request for proposals for consultant marketing and branding services. The RFP was advertised in the Monterey County Weekly newspaper, sent to a consultant list maintained by the Transportation Agency and distributed to a statewide listing maintained by the Association for Commuter Transportation. Agency staff received three submittals by the required due date and time of July 27, 2017. A review committee composed of representatives from TAMC, Monterey County Convention and Visitor's Bureau, and Monterey Bay Aquarium marketing staffs reviewed proposals from the following firms:

- Moxxy Marketing
- TMD Creative
- Pat Davis Design Group

The review panel read and scored the proposals according to selection criteria listed in the RFP: approach (50 points); qualifications, experience and key personnel (30 points); and, communications (20 points). The review committee chose Moxxy Marketing based on their expertise and demonstrated experience developing brands and marketing strategies. Staff also checked references and found that Moxxy Marketing provides exceptional deliverables and is responsive to their clients needs.

Moxxy Marketing's tasks will be to:

- Provide Program Analysis & Background Research
- Develop Goals & Performance Measures
- Draft Brand Concepts
- Draft a Strategic Marketing Plan
- Revise and Finalize Brand Concepts
- Prepare a Final Strategic Marketing Plan

- Develop Marketing Materials

A full scope of work and schedule for the proposed contract is attached to this report.

ATTACHMENTS:

- Moxxy Marketing Scope of Work & Schedule



## ATTACHMENT A

### Scope of Work

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#### I. PROPOSED PROJECT

- A. The Transportation Agency for Monterey County (“TAMC”) is developing a traveler information and travel demand management program for Monterey County to address commuter, school and visitor traffic in Monterey County.
- B. A soft launch of the TAMC traveler information and travel demand management program is targeted for fall 2017 with a full launch of the program in spring 2018.
- C. The program consists of the following elements:
  - 1. Traveler information website (511monterey.org) – dynamic road conditions map, travel resources, link to Mobility Management platform, roadway construction info, Safe Routes to School resources
  - 2. Mobility Management Software & App – multimodal trip matching, trip planning, trip logging, vanpool management, incentives management, emergency ride home management event parking, bike parking, EV charging locations, surveys, data reports
  - 3. Emergency Ride Home Program
  - 4. Incentives & rewards
  - 5. Commuter Challenge and Bike Month campaigns
  - 6. Community outreach – employers, schools, government, universities and visitor-serving industry
  - 7. Travel Demand Management policy information and resources
- D. The success of the program will be largely dependent upon public awareness and travel behavior change. A comprehensive and innovative marketing strategy and strong brand are needed to launch the program and engage the traveling public to participate.

#### II. TAMC PROVIDED ITEMS AND SERVICES

- A. TAMC shall provide the selected Consultant with:
  - 1. Program information
  - 2. Timely review of submittals

#### III. ITEMS AND SERVICES TO BE PROVIDED BY CONSULTANT

- A. Consultant shall provide branding and marketing services, including:
  - 1. Providing professional, effective communication services
  - 2. Producing quality graphic design and copywriting
  - 3. Devising, implementing and coordinating marketing campaigns and promotions
  - 4. Developing effective social media strategies
  - 5. Developing media strategies
  - 6. Extensive experience with marketing research to include focus groups, surveys

- interviews and assessments
- 7. Coordinating with multiple parties to meet deadlines
- 8. Working with image marketing, business marketing and business-to-business marketing

#### **IV. EXPECTED TASKS**

A. Branding and Marketing Services may include but are not limited to:

##### **1. Contract Award**

- TAMC will arrange a kick-off meeting with Consultant, TAMC staff and key stakeholders to identify data collection needs and finalize the scope of work and timeline

##### **2. Program Analysis & Background Research**

- Review program services and resources—Our process will begin with discussions with the TAMC team to fully understand all aspects of the program; help build a foundation for the Strategic Marketing Plan, branding and goals; and assess available resources.
- Review website sitemap, content and app features—The 511monterey.org website, and the TDM software and app, are essential components to the Traveler Information/Travel Demand Management Program, and while the web development and application programming will be provided by others, it's important for Moxxy to understand the structure, capabilities and technical requirements and limitations in order for us to effectively market and brand the program. This will be facilitated through conversations with the TAMC team and the developers of the website and app.
- Explore secondary audience research—Secondary research involves the identification, review and summary of existing research conducted by others. While research conducted for similar programs in other geographies will not mirror the opinions of Monterey County stakeholders, residents and visitors, it will still provide a useful baseline of information for us to consider in our planning and branding efforts. Thus, we will be seeking secondary research sources to inform our development of this program, and will also be reviewing similar program in other communities.
- Define target audiences—Once we have an understanding of the program, the website and app, and some knowledge from secondary research, we will work with the TAMC team to identify primary and secondary audiences for the various elements of the Traveler Information/Travel Demand Management Program.

##### **3. Primary Research**

Whether marketing a product, service or program, or developing a ballot measure, such as Measure X, direct perceptions and opinions from the actual target audiences (consumers, voters) can help tailor the design of products or programs, and communication and messaging strategy. TAMC has extensive experience with focus groups and surveys, and has previously benefited from such primary research endeavors.

While we believe primary audience research would be very useful to development of the Traveler Information/Travel Demand Management Program Strategic Marketing Plan and branding, and achieving positive results, the stated not-to-exceed budget of \$50,000 is insufficient to include target audience focus groups or surveying as part of our work product. If additional funding can be obtained, Moxxy would subcontract with EMC Research to conduct surveys or focus groups. Our joint recommendations follow, and will be included as optional line items in our Cost Proposal.

- Resident and Visitor Surveys—In order to gather feedback from the public about TAMC’s Traveler Information Program, we recommend a research program that incorporates feedback both from local residents and visitors to the County. Our primary recommendation is to consider a set of web-based surveys to accomplish this goal, one with Monterey County residents, and the other with Bay Area residents who have recently visited Monterey County. Because the tools being developed and tested are web-based, conducting the surveys in an online environment allows people to view them similarly to how they would experience them once they are finalized, giving us the best possible window into their reactions and feedback. The survey instrument would be designed in a way that allows for some amount of open-ended feedback about their perceptions, in addition to closed-ended rating questions and other quantitative tools. We recommend at least 300 surveys with Monterey County residents, and 200 with Bay Area residents who have visited Monterey County recently.
- Focus Groups—One additional piece of research that could be of value here is in-person focus groups with the same target populations. This allows for more in-depth feedback and discussion about the materials being tested, with a smaller group of research participants. This type of research can be particularly valuable to see and hear reactions directly from your target audience, as well as hear broader-based conversations about TAMC, transportation planning in the area, and the daily challenges that these tools are designed to address. For this component, we recommend three two-hour focus groups with 8 to 10 participants each; one in the Monterey Peninsula area, one in the Salinas area, and one in the South Bay with residents who have visited Monterey County.
- Stakeholder Interviews—As outlined in the RFP, there are many key stakeholders to this effort, and their representative opinions of the program will help inform our planning and branding efforts, and importantly, help secure buy-in and support once the program is complete and rolled-out.

To fit within the budget limitations, we are proposing interviews with 15 stakeholder representatives. This portion of the project will include working with the TAMC team to identify the stakeholders to interview, and develop the questions to be asked. Moxxy will then coordinate 15-20 minute phone interviews with the stakeholder targets, and write and present a summary report of the interviews. Our cost proposal includes the option to increase the number of interviews conducted.

#### **4. Goals & Performance Measures**

- Work with TAMC staff to develop marketing goals and performance measures—Once the program analysis and research is complete, Moxxy will make recommendations and work with the TAMC team to develop reasonable goals for the program, and the means to measure and evaluate the program performance against those goals.
- Develop plan for collecting, measuring and reporting data—Once the goals and performance measures are agreed to, Moxxy will work with the TAMC team, along with the website and app developers, to ensure the structure and resources are in place to collect and report on the outcomes of the program.

#### **5. Strategic Marketing Plan**

- Strategic Marketing Plan Phase 1: Strategy & Brand Positioning—The development of the plan will begin with an initial strategy session, and will include key Moxxy and TAMC team members. We recommend allowing 2-3 hours for this session, during which we'll begin with a discussion of our findings to-date, and facilitate discussions about the target audiences; goals for the program; SWOT (Strengths, Weaknesses, Opportunities, Threats); desired perceptions of the program; brand image and tone; messaging concepts; perceptions of TAMC and key stakeholders; and budget for tactical implementation that will continue beyond the Strategic Marketing Plan and branding projects.

We'll then incorporate our discussions, decisions and recommendations into a draft strategy and brand positioning document. It will be a concise outline format, typically 10-12 pages long, to guide your marketing and communication efforts. We'll review the draft with you throughout the process to make sure we're on target and in agreement, and anticipate a total of three team meetings to complete the plan draft.

- Strategic Marketing Plan Phase 2: Tactical Plan, Budget & Calendar—Once we have your strategy, positioning and messaging established, we'll develop a tactical plan and budget to implement the plan over the next 12 months.

The final draft plan is comprised of two parts: the written outline, plus a month-by-month calendar showing all tactics to be executed along with

the anticipated budget for each (e.g. public relations/earned media, printing and distribution of collateral, broadcast advertising/PSAs, outdoor advertising, blog posts and articles, online and/or print ads, email marketing, search engine marketing, etc.).

**6. Draft Brand Concepts**

- Visual Presentation—The logo, fonts and color palette will establish the look and feel for the new brand(s). We present the concept of brand(s), because it is possible that the research and Strategic Marketing Plan will guide us in different directions for Monterey County visitors and those who live and work in the County. Guided by target audiences, brand positioning, key messages and image and tone identified in the Strategic Marketing Plan, we'll proceed to the branding and design process. We have found that using multiple designers is a very effective way to get varied interpretations and fresh ideas on significant branding projects such as this. For this project, we will begin with two designers, with each presenting at least three initial concepts. We are allowing for one round of revision/refinement with both designers, and at that point, we should have sufficient direction to select one of the designers to complete the work.
- We are allocating time for two additional rounds of refinement, and at that time we expect to have final TAMC selection and approval of the logo, fonts and color palette. The logo graphic files will be prepared and TAMC will be provided with all common file formats for virtually any digital or print application. We will coordinate with the 511monterey.org website and application developer so that they can appropriately apply the brand to those projects. We will also prepare a simple Brand Style Guide that will document acceptable use of the branding elements, and formatting guidelines to strengthen brand identity and ensure consistency.

**7. Approve Strategic Marketing Plan**

- Present final Brand Concepts and Strategic Marketing Plan to the TAMC Board for approval.

**8. Develop Marketing Collateral**

- Develop and produce creative multimedia marketing collateral based on the Strategic Marketing Plan
- Proposal includes a couple of initial marketing materials we believe will be essential to promotion of the program. We will use the visual branding elements, and expand upon the brand messaging to develop a tri-fold program overview brochure and a two-sided, 3.5"x8.5" standard rack card. The project includes copy writing, design and graphic production, and assumes any photographs will be provided by TAMC, or that stock photographs will be purchased separately. Three initial design concepts will be presented, and the budget includes up to three rounds of revisions. The Cost Proposal includes producing these materials in English, and an optional budget is added to translate and produce them in Spanish.

Printing is not included in our cost proposal, but Moxxy would be happy to submit a bid once specifications and quantities are determined.

- The copy and graphic elements developed for these two pieces may be repurposed and used to produce additional marketing and advertising materials as identified in the Strategic Marketing Plan.

B. Estimated Scope of Work Timeline

<b>Description</b>	<b>Deliverable</b>	<b>Deliverable Due</b>
Contract Awarded	<ul style="list-style-type: none"> <li>• Final scope of work and timeline</li> </ul>	Week 1
Program Analysis and Background Research	<ul style="list-style-type: none"> <li>• Summary report of technical requirements &amp; branding implications of 511monterey.org &amp; app</li> <li>• Summary report of secondary research</li> <li>• Defined target audience profiles</li> </ul>	Week 3 Week 3 Week 4
Primary Research – 15 Stakeholder Interviews	<ul style="list-style-type: none"> <li>• Interview questions</li> <li>• Summary report of interview results</li> </ul>	Week 3 Week 6
Goals and Performance Measures	<ul style="list-style-type: none"> <li>• Marketing goals &amp; performance measures</li> </ul>	Week 5
Strategic Marketing Plan – Phase I	<ul style="list-style-type: none"> <li>• Draft Strategic Marketing Plan</li> </ul>	Week 8
Draft Logo & Visual Brand Concepts	<ul style="list-style-type: none"> <li>• Presentation of initial design concepts</li> </ul>	Week 10
Strategic Marketing Plan Phase I	<ul style="list-style-type: none"> <li>• Final Strategic Marketing Plan</li> </ul>	Week 10
Draft Brand Messaging	<ul style="list-style-type: none"> <li>• Draft brand bullet statements/tagline</li> </ul>	Week 11
Strategic Marketing Plan – Phase 2	<ul style="list-style-type: none"> <li>• Draft Tactical Marketing Plan</li> </ul>	Week 12
Final Logo & Visual Brand Concepts	<ul style="list-style-type: none"> <li>• Final logo files</li> <li>• Final website &amp; software branding elements</li> <li>• Brand Style Guide</li> </ul>	Week 13 Week 13 Week 16
Final Brand Messaging	<ul style="list-style-type: none"> <li>• Final brand bullet statements/tagline</li> </ul>	Week 14
Strategic Marketing Plan – Phase 2	<ul style="list-style-type: none"> <li>• Final Tactical Marketing Plan</li> </ul>	Week 16
Marketing Collateral	<ul style="list-style-type: none"> <li>• Develop Marketing Collateral</li> </ul>	Week 18



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Ariana Green, Associate Transportation Planner  
**Meeting Date:** September 27, 2017  
**Subject:** Ridesharing and Trip Planning Software Consultant Agreement

### **RECOMMENDED ACTION:**

#### **Ridesharing and Trip Planning Software Consultant Agreement:**

1. **AUTHORIZE** the Executive Director to execute a two-year contract with Right Click Solutions, Inc., dba RideAmigos, for an amount not to exceed \$60,000 to provide ridesharing and trip planning software for TAMC's travel demand management program;
2. **APPROVE** the use of \$60,000 of Service Authority for Freeways and Expressways (SAFE) funds budgeted for this purpose; and
3. **AUTHORIZE** the Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, pending approval by Agency counsel.

### **SUMMARY:**

TAMC released a Request for Proposals for ridesharing/trip planning software in June 2017. Three proposals were received. The review panel recommends selection of Right Click Solutions, Inc. dba RideAmigos, due to their robust tool, automatic trip tracker app and reputation for excellent customer service.

### **FINANCIAL IMPACT:**

The two-year contract will not exceed \$60,000 and will be paid for with Service Authority for Freeways and Expressways funding, which is reflected in the adopted 2017/18 budget.

### **DISCUSSION:**

In Fall 2017, the Transportation Agency expects to soft launch a traveler information and ridesharing program aimed at reducing traffic congestion in Monterey County. The program will focus specifically on reducing the number of single occupant trips taken for commuting to work, school or to major special events during peak travel times. This so-called "travel demand management" is especially important in areas of Monterey County where opportunities for roadway widening are limited or infeasible.



Agency staff is developing a program consistent with the 511 Traveler Information Implementation Plan approved by the Board in 2013, using the latest tools and best practices. The program will include the following features:

- Traveler information website (511monterey.org) – dynamic road conditions map, travel resources, link to Mobility Management platform, roadway construction info, Safe Routes to School resources
- Travel Demand Management Software & App – multimodal trip matching, trip planning, trip logging, vanpool management, incentives management, emergency ride home management, event parking, bike parking, electric vehicle charging locations, surveys, data reports
- Emergency Ride Home Program
- Incentives & rewards
- Commuter Challenge and Bike Month campaigns
- Community outreach – employers, schools, government, universities and visitor-serving industry
- Travel Demand Management policy support

A comprehensive and user-friendly ridesharing/trip planning online and mobile website will serve as the foundation and support all elements of the program.

On June 29, 2017, staff sent the Request for Proposals solicitation to qualified marketing firms and advertised in the Monterey County Weekly newspaper. Agency staff received three submittals by the required due date and time of July 27, 2017. The review committee composed of TAMC, City of Monterey, CSU Monterey Bay and Monterey Bay Aquarium staff reviewed proposals from the following firms:

- RideAmigos
- RideShark
- Nuride

The review panel read and scored the proposals according to selection criteria listed in the RFP: approach (40 points); qualifications, experience and key personnel (30 points); communications (20 points); and, cost (10 points). The review committee chose RideAmigos based on their comprehensive platform, functional automatic trip-tracking mobile app, integration with other popular mobile apps, and ability to reach all three program target audiences: commuters, students and visitors. Staff also checked references and found that RideAmigos is responsive to their clients needs and will provide improvements to the platform free of charge.

The RideAmigos software platform will provide the following services:

- Multimodal trip matching (carpools, vanpools, transit, bike and walk)
- Communications between administrators and users in a manner that protects user confidentiality
- Reports on user mode choice, emissions reduced, calories burned, money saved and origin and destination hot spots
- Ability for TAMC administrators to create networks within the platform (ex// for major employers or schools) and assign network administrators certain privileges to manage their network

- Automatically award of points for each traffic-reducing trips taken
- Streamlined management and distribution of incentives to users
- Electronic Emergency Ride Home request forms and reimbursement tracking
- Orientation training to TAMC staff and network administrators
- Troubleshooting and technical support for the duration of the contract

Attached to this staff report is a full scope of work for the contract.

ATTACHMENTS:

- ▣ RideAmigo Scope of Work

# ATTACHMENT A

## Scope of Work

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### I. PROPOSED PROJECT

- A. The Transportation Agency for Monterey County (“TAMC”) is developing a traveler information and travel demand management program for Monterey County to address commuter, school and visitor traffic in Monterey County.
- B. A soft launch of the TAMC traveler information and travel demand management program is targeted for fall 2017 with a full launch of the program in spring 2018.
- C. The program consists of the following elements:
  - 1. Traveler information website (511monterey.org) – dynamic road conditions map, travel resources, link to Mobility Management platform, roadway construction info, Safe Routes to School resources
  - 2. Mobility Management Software & App – multimodal trip matching, trip planning, trip logging, vanpool management, incentives management, emergency ride home management event parking, bike parking, EV charging locations, surveys, data reports
  - 3. Emergency Ride Home Program
  - 4. Incentives & rewards
  - 5. Commuter Challenge and Bike Month campaigns
  - 6. Community outreach – employers, schools, government, universities and visitor-serving industry
  - 7. Travel Demand Management policy information and resources
- D. TAMC is looking to invest in a comprehensive and user-friendly travel demand management software platform and mobile app for use in Monterey County. The software is intended to integrate or support all of the aforementioned elements of the program.

### II. TAMC PROVIDED ITEMS AND SERVICES

- A. TAMC shall provide the selected Consultant with:
  - 1. Available local data/information such as (but not limited to):
    - a. Transit stops, stations and service
    - b. Vanpools
    - c. Electric vehicle parking
    - d. Bike parking
    - e. Park & ride lots (public & private)
    - f. Schools & Universities
    - g. Event parking
  - 2. Program information
  - 3. Custom logos and graphics
  - 4. Timely review of submittals

### III. ITEMS AND SERVICES TO BE PROVIDED BY CONSULTANT

- A. Consultant shall furnish travel demand management software services, including:
1. Customization of travel demand management software platform and mobile app that supports the TAMC 511 traveler information & travel demand management program
  2. Software hosting services
  3. Staff orientation and training
  4. Troubleshooting and maintenance

### IV. EXPECTED TASKS

- A. Travel Demand Management Software Services may include but are not limited to:

**1. Discovery:**

- a) **Kick-Off Meeting:** TAMC will arrange a kick-off meeting with Consultant, TAMC staff and key stakeholders to identify data collection needs

**2. Launching of Phase Elements in Test Environments**

- a) Work with RA Tech Team to get production instance set up. Begin DNS changeover for custom domain.
- b) Review all imported data, trip planning, discuss any required amendments with RideAmigos Account Manager.
- c) **Branding & Integration:** Work with TAMC staff to make sure the platform functions are branded appropriately and integrate with the TAMC website
- d) **Interface & Integration:** provide a platform that is completely responsive and user-friendly on all mobile devices and integrates with social media and popular ridesharing and transportation-related mobile apps. Platform tools should be accessible using the most popular current browsers.
- e) **Trip Matching Tool:** work with TAMC staff and key stakeholders to customize the trip matching tool interface to include locally relevant and available information. The tool should ideally do the following:
- Carpool matching along a corridor between origin, destination or midpoint or within a set distance from each end of the trip
  - Ability to modify parameters (i.e. miles, times, start/mid/end point, set contact preference to email or phone and select confidentiality parameters
  - Ability to select a park and ride lot, employer work site or a community landmark/facility as a commute point
  - Vanpool coordination features that enable vanpool coordinators to manager their vanpools online, indicating when empty seats are available, monthly fees, pick-up locations and times

- Enable ride matching within the portal group or within larger groups of registered users
- Casual Carpool functions
- Transit route planning using Google Transit or proprietary system
- Bike commuter matching
- School pool matching
- Ability for individual users to “opt out” of the commuter matching portion of the system yet still remain active with the commute calendar
- Generate maps that show:
  - Commuter match list result locations
  - Commute trip route and meeting place(s)
  - Park and ride locations (formal and informal) and possibility to add transit routes, bike paths, electric vehicle charging locations and bike share locations
- f) Mobile App: provide a mobile app that will track and log trips.
- g) Administrative functions: set-up administrative functions to allow the following:
  - Develop and manage networks within the platform
  - Assign network administrative privileges
  - Generate reports
    - trips, miles, calories and air pollution emissions reduction information from user commute data by user, employer, mode or region
    - User website visits
    - User registrations
    - Employer/Network activity
  - Access GIS data
    - Anonymous route information by mode
  - Generate and distribute user surveys
  - Manage vanpools
  - Manage user profiles
  - Manage incentives/rewards
  - Manage Emergency Ride Home reimbursement requests and payments

**3. Public Launch of Phase Elements**

- a) RideAmigos will push the platform to appropriate domains for public and administrative use

**4. Staff Training:**

- a) Hold and video record training for TAMC staff and key network administrative staff. Provide TAMC staff a copy of the video.
- b) Develop an orientation video for new users
- c) Provide training opportunities when platform features are introduced or updated

**5. Hosting & Maintenance:**

- a) Host proprietary software on Consultant's servers
- b) Provide regular maintenance and troubleshooting service
- c) Provide notice to TAMC if/when servers will be down for more than a few hours



TRANSPORTATION AGENCY FOR MONTEREY COUNTY

## *Memorandum*

**To:** Board of Directors  
**From:** Christina Watson, Principal Transportation Planner  
**Meeting Date:** September 27, 2017  
**Subject:** Salinas Rail Station – Hazardous Materials Testing and Monitoring

### **RECOMMENDED ACTION:**

#### **Salinas Rail Station – Hazardous Materials Testing and Monitoring:**

1. **AUTHORIZE** the Executive Director to execute a contract with Geocon Consultants, Inc., in an amount not to exceed \$100,180, to provide hazardous materials testing and monitoring services for the Salinas Rail Kick Start Project, Package 1, for the period ending December 31, 2018;
2. **APPROVE** the use of Traffic Congestion Relief Program (TCRP) funds budgeted to this project; and
3. **AUTHORIZE** the Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

### **SUMMARY:**

TAMC released a Request for Proposals for the Hazardous Materials Testing and Monitoring of structures to be demolished for the Salinas Rail Kick-Start Project, Package 1, on June 28, 2017. Two proposals were submitted. The proposal review team and staff recommend hiring Geocon to do the hazardous materials testing and monitoring for the Salinas Rail Station.

### **FINANCIAL IMPACT:**

The independent cost estimate for this work was \$80,000, and the consultant contract budget comes in at \$100,180, including optional tasks that may not be needed. Task 5, abatement monitoring activities, assumes four weeks of monitoring work for \$57,000, which may be more time than is needed (**Attachment 2**). The project budget has sufficient programmed TCRP funding for this contract.

### **DISCUSSION:**

On June 28, 2017, the Transportation Agency Board of Directors authorized staff to release a Request for Proposals for Salinas Rail Station – Hazardous Materials Testing and Monitoring services, for an

estimated not-to-exceed cost of \$80,000. TAMC received two submittals by the due date of August 3, 2017. The review panel read and scored the written submittals according to selection criteria listed in the RFP. The review panel found both consultants to be well qualified to do this work, but had some questions about the proposals, which resulted in RFP Addendum #2. Geocon responded to Addendum #2 with a more realistic cost proposal including abatement monitoring during demolition, and accepted TAMC's contract language as is. The other proposer called to ask about the contract's liability clause and withdrew their proposal, based on the liability clause in the contract.

The proposal review team, agency staff and agency counsel, recommend approving the attached scope of work and work schedule (**Attachment 1**) and budget (**Attachment 2**) for a rates of compensation contract with Geocon. Staff updated the Rail Policy Committee on this contract on September 11, 2017. Staff confirmed that the contract includes oversight during the abatement/demolition work (task 5). One question during the discussion was related to square footage, which is shown on page 1 of the scope, nearly 30,000 square feet in total. Staff will coordinate closely with the consultants to try to keep down the costs.

#### ATTACHMENTS:

- Draft Geocon Scope of Work
- Draft Geocon Budget



# SALINAS RAIL KICK-START PROJECT, PACKAGE 1 HAZARDOUS MATERIALS TESTING AND MONITORING

## EXHIBIT A: SCOPE OF SERVICES AND WORK SCHEDULE

### 1) KICK-OFF MEETING

A) Participate in kick-off meeting with TAMC staff and other relevant consultants.

### 2) STRUCTURE SURVEYS

#### a) Certified Personnel

i) Mr. Chris Giuntoli, Project Manager, or Mr. David Watts, Senior Project Scientist, would perform the asbestos and deteriorated Lead Containing Paint (LCP) surveys. Additionally, Mr. Cord Dennig, Senior Staff Scientist, may assist with the asbestos and LCP scope of services. The Division of Occupational Safety and Health, better known as Cal/OSHA, and California Department of Public Health (California DPH) certified staff that work on the Salinas Rail Kick-Start Project will maintain their certifications during the term of the project contract.

#### b) Structure Surveys for Each Building on the Site

- i) Conduct an asbestos and deteriorated LCP survey of the site buildings.
- ii) Collect between 250 and 460 bulk material samples for asbestos analysis by polarized light microscopy (PLM).
- iii) Analyze between 50 and 150 of the bulk material samples for asbestos by PLM point counting (400 points).
- iv) Collect between 15 and 36 paint samples of deteriorated paint for lead analysis by Environmental Protection Agency (EPA) Test Method 6010B.
- v) Analyze between 15 and 30 of the paint samples for soluble lead using the Waste Extraction Test and Toxicity Characteristic Leaching Procedure test.
- vi) Prepare an asbestos and deteriorated LCP survey report.
- vii) The structures to be evaluated are:

<u>Package 1 Parcels</u>			
Address	Parcel Number	Building Square Feet	Occupied
17 Station Place	002-171-007	4,978	Yes, residential, testing should use vacant rooms
52 W Market St	002-171-010	3,998	Yes, storage
42 W Market St	002-171-005	12,064	Yes, storage
30 W Market St	002-172-001	1,739	No
26 W Market St	002-172-002	2,016	No
20 W Market St	002-172-011	4,932	No
Total square feet		29,727	

c) Asbestos and deteriorated LCP survey

- i) Conduct a walkthrough inspection of the site structures to identify and inventory suspect Asbestos Containing Materials (ACMs) and potential deteriorated LCP at the Site.
- ii) Collect representative bulk samples of suspect ACM (i.e., one to three samples per miscellaneous material, three samples of each type of thermal system insulation (TSI), samples of friable surfacing materials, and samples of nonfriable surfacing materials as deemed appropriate by the inspector). Samples will be submitted using standard chain-of-custody documentation to a laboratory accredited under the National Voluntary Laboratory Accreditation Plan (NVLAP) for the analysis of asbestos in bulk material samples.
  - (1) Destructive sampling techniques during the asbestos surveys are anticipated. Destructive sampling means looking for suspect ACM that may be concealed beneath flooring or above ceilings. Interior building surfaces will sustain minor damage to sample suspect ACMs. Sampled areas may be patched, but not repainted, depending on proposed future use schedules. Suspected ACMs on the exterior walls and roofs of the site structures will also be sampled. The sampling process may invalidate any current roof warranty and Geocon cannot guarantee the patching process against future leaks.
- iii) Analyze suspect ACM samples collected during the surveys on a standard 10-day turnaround time using PLM according to the EPA-recommended method. Results of analysis will be presented as estimated percentages of asbestos by type (e.g., amosite, chrysotile, crocidolite).
  - (1) When the asbestos content is visually estimated to be less than 10% in a material, additional verification of the amount by point count may be performed to evaluate waste disposal options. If the results obtained by point count and visual estimation are different, the point count result must be used. When no asbestos is detected by PLM, point count will not be necessary.
- iv) Collect bulk samples of deteriorated potential LCP using techniques presented in United States Department of Housing and Urban Development (HUD) guidelines. In addition, each painted area sampled will be evaluated for evidence of deterioration such as flaking or cracking.
  - (1) Since the buildings to be surveyed will subsequently be demolished, no evaluation of lead-based paint hazards as defined in the HUD guidelines is deemed necessary or required by the Agreement. The LCP survey activities are intended to evaluate deteriorated paint primarily for waste disposal and Cal/OSHA regulatory compliance purposes.
- v) Submit paint samples to a California-licensed and DPH-accredited laboratory for lead analyses in accordance with EPA Test Method 6010B under chain-of-custody protocol on a standard 10-day turnaround time.

d) Patching Occupied Structures for Safety

- i) For the three (3) buildings that will be occupied or used for storage of materials at the time of the survey work, TAMC owns the structures but is required to give

notice to occupants prior to testing. Consultant will coordinate with TAMC on schedule for testing and notices.

- ii) For the three (3) buildings that will be occupied or used for storage of materials at the time of the survey work, it may be necessary to patch, but not repaint, interior finishes of the occupied buildings for safety, aesthetic, or hygiene purposes. The budget assumes limited time and materials to repair interior finishes at the sample collection locations.
- iii) For the three (3) buildings that will be occupied or used for storage of materials at the time of the survey work, it may be necessary to patch roof penetrations. The budget assumes limited additional time and materials to repair roof penetration locations.

### **3) OPTIONAL TASK: REMOBILIZATION FOR SUBSEQUENT BUILDING SURVEYS**

#### **a) Remobilization if Required**

- i) This scope of services and estimated budget are based, in part, on the assumption that all the buildings will be accessible on concurrent or consecutive workdays such that only one mobilization/demobilization will be necessary to complete the proposed survey work. If not all buildings are accessible on concurrent or consecutive days, requiring return trips with one or more work day gaps, additional mobilizations will be required. In that case, additional time and materials will be required for separate staff and equipment mobilization(s).

### **4) HAZARDOUS MATERIAL REPORT**

#### **a) Contents of the Report**

- i) After completing the Structure Survey, Consultant will prepare a Hazardous Materials Report for asbestos and deteriorated LCP at the site buildings that will include a general property description, sample/laboratory analytical results, ACM and deteriorated LCP quantities, types, condition, and locations, photographs of identified ACM and deteriorated LCP, and inspector/ laboratory certification data. Site drawings illustrating sample locations will also be included in the report. The drawings will be proportional, but not to scale. The Hazardous Materials Report will contain a section presenting findings and conclusions for the appropriate waste categories of the identified asbestos-containing materials and deteriorated LCP.

#### **b) Purpose of the Report**

- i) This Hazardous Material Report is intended to be a document sufficient to be included in requests for proposals for abatement and demolition services.

c) Caveat

- i) A reasonable effort will be made to identify suspect ACM and deteriorated LCP; however, this does not imply a guarantee that all possible sources of asbestos and deteriorated LCP will be identified as certain materials may be hidden by walls, beneath flooring, or may be otherwise inaccessible. During future demolition operations, suspect ACMs and potential deteriorated LCP may be uncovered. These materials should be treated as asbestos-containing materials and LCP, respectively, until sampling and analysis indicate otherwise. This caveat will be included in the Hazardous Material Report.

5) **DEMOLITION MONITORING/ ABATEMENT OVERSIGHT**

a) Certified Personnel

- i) Mr. Giuntoli or Mr. Watts will perform the asbestos and LCP abatement oversight services. Additionally, Mr. Dennig may assist with the oversight. The Cal/OSHA and California DPH certified staff that work on the Salinas Rail Kick-Start Project will maintain their certifications during the term of the project contract.

b) Asbestos and LCP abatement oversight and air sampling activities:

- i) Conduct between 10 and 20 consecutive days (weekdays) of asbestos and LCP abatement oversight activities on those days when active asbestos and LCP abatement operations are performed.
- ii) Use high- and/or low-flow air sampling pumps to collect area (perimeter) air samples during asbestos abatement activities and analyze the air samples for asbestos by Phase Contrast Microscopy (PCM); using National Institute of Occupational Safety and Health (NIOSH) Method 7400 on a 24-hour turnaround time. Samples will be submitted using standard chain-of-custody documentation to a laboratory accredited under the National Voluntary Laboratory Accreditation Plan (NVLAP) for the analysis of asbestos in air samples. Note: Area air sampling for lead in air is not required by the local air district during deteriorated LCP removal work.
- iii) Analyze between three (3) and six (6) perimeter air samples and three (3) clearance air samples per day for asbestos by PCM.
- iv) Evaluate field data and lab reports for inclusion in the post-abatement report.
- v) Notify TAMC and all relevant contractors of any deviations from the abatement plan for purposes of making corrections.
- vi) Conduct post-abatement visual inspections of containments and/or regulated areas upon completion of asbestos and LCP abatement work to determine that asbestos and LCP abatement of the designated materials is complete. If residual LCP debris, ACM debris, or suspect asbestos-containing debris from abatement activities is discovered within or adjacent to the containment(s) or regulated areas, TAMC may be contacted by telephone in the field to discuss the need for the abatement contractor to remove the identified ACM or LCP debris prior to subsequent visual re-inspection.

vii) Use high-flow air sampling pumps to collect clearance air samples after completion of asbestos abatement in selected regulated areas or containments and analyze the air samples for asbestos by PCM using NIOSH Method 7400 on a 24-hour turnaround time. Samples will be submitted using standard chain-of-custody documentation to a laboratory accredited under the NVLAP for the analysis of asbestos in air samples. When clearance air sampling is conducted, air sample results will be compared the United States Environmental Protection Agency re-occupancy limit (following asbestos abatement) of 0.01 fibers per cubic centimeter evaluate completion of abatement.

c) Post-Abatement Report

i) Upon completion of monitoring, prepare an electronic version of a final post-abatement report that will include a general property description, sample/laboratory analytical results, field observations, and inspector/laboratory certification data, and abatement contractor-provided documentation. Site drawings illustrating sample locations will also be included in the report. The drawings will be proportional, but not to scale.

## WORK SCHEDULE

<b>Task #</b>	<b>Task</b>	<b>Deliverable</b>	<b>Completion Date</b>
0	NTP	NTP	9/27/17
1	Kick-off Team Meeting	Meeting notes	9/29/17
2	Structure Surveys <i>14 working days</i>	Surveys	10/24/17
3	Remobilization ( <i>optional</i> )	N/A	11/10/17
4	Hazardous Materials Report <i>Approx. 21 days after last samples delivered to lab for all analyses</i>	Report	11/22/17
5	Demolition Monitoring/ Abatement Oversight (Proposed 4-week duration) <i>Schedule based on estimated Abatement/ Demolition contractor schedule</i>	Post-Abatement Report	May-Aug 2018

**SALINAS RAIL KICK-START PROJECT, PACKAGE 1  
HAZARDOUS MATERIALS TESTING AND MONITORING**

**EXHIBIT B: BUDGET**

<b>TASK#</b>	<b>TASK</b>	<b>HOURS</b>	<b>AVERAGE HOURLY RATES</b>	<b>ODCs</b>	<b>BUDGET</b>
1	Kick-off Meeting	8	\$116.43	\$125	\$1,056.44
2	Structure Surveys	170	\$106.28	\$12,325	\$30,391.75
3	Remobilization ( <i>optional</i> )	28	\$106.28	\$0	\$2,975.70
4	Hazardous Materials Report	72	\$120.17	\$0	\$8,651.92
5	Demolition Monitoring/Abatement Oversight	349	\$111.87	\$18,060	\$57,103.61
<b>TOTAL:</b>		<b>627</b>			<b>\$100,179.42</b>

**This Budget is based, in part, on the following assumptions:**

Rates are average rates based on multiple individuals at different rate levels.

The site structures will be sufficiently accessible such that same day work delays due to restricted access will not be encountered or unscheduled return trips required.

The site buildings will be accessible such that the survey work for the buildings can be performed on consecutive days through the completion of the survey project.

The roofs of the site structures are accessible using existing building-mounted ladders or portable extension ladders such that use of manlift equipment will not be required.

Collection and analysis of bulk asbestos samples using PLM and point count will not exceed the above-referenced quantities.

Collection and analysis of bulk LCP samples will not exceed the above-referenced quantities.

Bulk asbestos and LCP samples will be requested for analysis on 10-day turnaround times.

The Budget does *not* include the following additional analyses: (1) additional PLM analyses beyond the number specified above, as a result of additional required or multi-layer samples, which can be analyzed at a cost of \$9.00 per sample, (2) additional point-count analyses (400 points), which can be provided at a cost of \$25 per sample, (3) additional deteriorated LCP analyses beyond the number specified above as a result of additional required samples, which will be analyzed at a cost of \$18, or (4) additional soluble lead analyses, which will be provided at a cost of \$60 per sample.

The oversight schedule assumes work done on consecutive days Monday through Friday and excludes weekends.

Collection and analysis of asbestos area and clearance air samples using PCM will not exceed the above-referenced quantities.

Asbestos air samples will be requested for analysis on 24-hour turnaround times.

Consultation services rendered after the issuance of the reports and/or additional charges required for reviewing and copying regulatory records would be billed on a time and materials basis and would be additive to the proposed fee.

**BUDGET BREAKDOWN**  
**SALINAS RAIL KICK-START PROJECT, PACKAGE 1**  
**HAZARDOUS MATERIALS TESTING AND MONITORING**

**TASK 1: KICK-OFF MEETING**

	<b># of Units</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Extended Cost</b>
Chris Giuntoli CAC	8	hrs.	\$ 116.43	\$ 931.44
Equipment - Truck	1	each	\$ 125.00	\$ 125.00
				<b>\$ 1,056.44</b>

**TASK 2: STRUCTURE SURVEYS**

	<b># of Units</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Extended Cost</b>
David Watts, CAC	85	hrs.	\$ 125.03	\$ 10,627.55
Cord Dennig, CSST	85	hrs.	\$ 87.52	\$ 7,439.20
Equipment - Truck	15	each	\$ 125.00	\$ 1,875.00
Equipment/Materials	30	each	\$ 25.00	\$ 750.00
Lab Test (PLM)	460	each	\$ 8.50	\$ 3,910.00
Lab Test (Point Count)	150	each	\$ 20.00	\$ 3,000.00
Lab Test (Total Lead)	36	each	\$ 15.00	\$ 540.00
Lab Test (Soluble Lead-WET - extract)	30	each	\$ 35.00	\$ 1,050.00
Lab Test (Soluble Lead-WET - analysis)	30	each	\$ 15.00	\$ 450.00
Lab Test (Soluble Lead-TCLP - extract)	15	each	\$ 35.00	\$ 525.00
Lab Test (Soluble Lead-TCLP - analysis)	15	each	\$ 15.00	\$ 225.00
				<b>\$ 30,391.75</b>

**TASK 3: REMOBILIZATION (OPTIONAL)**

	<b># of Units</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Extended Cost</b>
David Watts, CAC	14	hrs.	\$ 125.03	\$ 1,750.42
Cord Dennig, CSST	14	hrs.	\$ 87.52	\$ 1,225.28
				<b>\$ 2,975.70</b>

**TASK 4: HAZARDOUS MATERIALS REPORT**

	<b># of Units</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Extended Cost</b>
Richard Day, CEG, CHG	8	hrs.	\$ 218.80	\$ 1,750.40
Chris Giuntoli, CAC	16	hrs.	\$ 116.43	\$ 1,862.88
Cord Dennig, CSST	16	hrs.	\$ 87.52	\$ 1,400.32
Dirk Hansen (drafting)	24	hrs.	\$ 125.03	\$ 3,000.72
Christina Boesch (word processing)	8	hrs.	\$ 79.70	\$ 637.60
				<b>\$ 8,651.92</b>

**TASK 5: DEMOLITION MONITORING/ABATEMENT OVERSIGHT**

	<b>Unit</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Extended Cost</b>
David Watts, CAC	224	hrs.	\$ 125.03	\$ 28,006.72
Cord Dennig, CSST	120	hrs.	\$ 87.52	\$ 10,502.40
Dirk Hansen (drafting)	3	hrs.	\$ 125.03	\$ 375.09
Christina Boeschen (word processing)	2	hrs.	\$ 79.70	\$ 159.40
Equipment - Truck	32	each	\$ 125.00	\$ 4,000.00
Air Sampling Pump (perimeter)	120	each	\$ 30.00	\$ 3,600.00
Air Sampling Pummp (clearance)	60	each	\$ 30.00	\$ 1,800.00
Generators	60	each	\$ 50.00	\$ 3,000.00
Equipment/Materials	20	each	\$ 25.00	\$ 500.00
Per diem	24	each	\$ 125.00	\$ 3,000.00
Lab Test (PCM - peremiter)	120	each	\$ 12.00	\$ 1,440.00
Lab Test (PCM - clearance)	60	each	\$ 12.00	\$ 720.00
				<b>\$ 57,103.61</b>

**Combined Total for Tasks 1-4: \$ 100,179.42**





TRANSPORTATION AGENCY FOR MONTEREY COUNTY

***Memorandum***

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant  
**Meeting Date:** September 27, 2017  
**Subject:** **Draft Minutes from Agency Committees**

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**RECOMMENDED ACTION:**

**ACCEPT** draft minutes from Transportation Agency Committees:

- Executive Committee - September 6, 2017
- [Bicycle and Pedestrian Committee - September 6, 2017](#)
- Rail Policy Committee - September 11, 2017
- [Technical Advisory Committee - September 7, 2017](#)

**ATTACHMENTS:**

- ▣ Draft Exec Minutes September 2017
- ▣ Draft RPC Minutes September 2017

**DRAFT MINUTES**

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

**EXECUTIVE COMMITTEE MEETING**

*Members are: Alejandro Chavez (Chair),  
John Phillips (1<sup>st</sup> Vice Chair), Robert Huitt (2<sup>nd</sup> Vice Chair),  
Kimbley Craig (Past Chair),  
Luis Alejo (County representative), Ed Smith (City representative)*

**Wednesday, September 6, 2017**

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

Transportation Agency Conference Room  
55-B Plaza Circle, Salinas

1. **CALL TO ORDER:** Chair Chavez called the meeting to order at 9:03 a.m. Committee members present: Alejo, Chavez, Huitt, Phillips and Smith. Staff present: Hale, Goel, Montiel, Muck. Others present: Agency Counsel Reimann; Linda Gonzalez, Supervisor Alejo's office; and, Susan Blich from Monterey County Counsel office. Committee member Alejo arrived after the consent agenda.
2. **PUBLIC COMMENTS:** None.

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3. **CONSENT AGENDA:**

On a motion by Committee member Phillips and seconded by Craig, the committee voted 6-0 to approve the consent agenda as follows:

- 3.1 Approved minutes from the Executive Committee meeting of August 2, 2017. Committee member Smith abstained, due to his absence.

**END OF CONSENT**

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4. **CLOSED SESSION:**

The Committee held a closed session regarding the Public Employee Appointment pursuant to Government Code Section §54957 Title: Principal Engineer.

The Committee reconvened in open session: Chair Chavez reported that the committee approved giving the Executive Director the authority to negotiate with the principal engineer candidate a vacation accrual rate based on prior experience and 2 weeks of professional leave, to be ratified by the Board of Directors at its meeting of September 27, 2017.

**5. CLOSED SESSION:**

The Committee held a closed session regarding the Public Employee Performance Evaluation pursuant to Government Code Section §54957 – Positions: Executive Director & Legal Counsel.

The Committee reconvened in open session: Chair Chavez reported that the committee reviewed the performance goals for the Executive Director and Legal Counsel. He noted that the item will be taken to the Transportation Agency Board for consideration in October, due to the Strategic Goals and Objectives workshop taking place in September.

**6. TAMC DRAFT AGENDA FOR SEPTEMBER 27, 2017**

Executive Director Hale reviewed the highlights of the draft regular and consent agenda for the TAMC Board meeting of September 27, 2017. She reported that the Board will have a three-hour facilitated workshop conducted by Terry Feinberg to update the Agency's strategic goals and objectives. She added that the full process includes interviews of Board members, a facilitated Board workshop and then update of the Agency's goals and objections.

**7. ANNOUNCEMENTS**

None this month.

**8. ADJOURNMENT**

Chair Chavez adjourned the meeting at 10:18 a.m.

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)

**RAIL POLICY COMMITTEE MEETING**

*DRAFT Minutes of September 11, 2017*

Transportation Agency for Monterey County

55-B Plaza Circle, Salinas, CA

	JUNE 16	AUG 16	OCT 16	NOV 16	FEB 17	MAR 17	APR 17	MAY 17	JUN 17	SEPT 17
L. Alejo, Dist. 1 (L. Gonzalez)	E	-	E	P(A)	P(A)	P	<b>C</b>	P(A)	E	P(A)
J. Phillips, Dist. 2 (J. Stratton, <del>C. Link</del> )	P(A)	P(A)	P(A)	P(A)	P(A)	P(A)	<b>A</b>	P(A)	P(A)	P(A)
J. Parker, Dist. 4 (W. Askew)	P(A)	P(A)	E	P(A)	P(A)	P(A)	<b>N</b>	-	P(A)	P(A)
M. Adams, Dist. 5, (Y. Anderson)	P(A)	P	P	P	P(A)	E	<b>C</b>	P(A)	P(A)	P(A)
B. Delgado, Marina, Vice Chair (F. O'Connell)	P	P	-	P(A)	P	P	<b>E</b>	P	P	P
E. Smith, Monterey (R. Deal)	P(A)	E	E	-	P	E	<b>L</b>	P	E	P
K. Craig, Salinas, Chair (J. Gunter)	P(A)	P	P(A)	P	P	E	<b>L</b>	P	P	P
T. Bodem, Sand City (L. Gomez)	P	P	P	P	-	P	<b>E</b>	P	P	E
R. Rubio, Seaside (D. Pacheco)	P(A)	P	P	P	P	P	<b>D</b>	P	P	P
A. Chavez, Soledad (F. Ledesma)	E	P	P	E	P	P		-	P	P
M. LeBarre, King City (C. Victoria)	-	-	P	P	P	P		P	P	P
M. Twomey, AMBAG (H. Adamson)	P(A)	-	P(A)	P(A)	-	P(A)		P(A)	E	-
O. Monroy-Ochoa, Caltrans District 5	-	-	P	E	-	-		-	-	-
C. Sedoryk, MST (H. Harvath, <del>L. Rheinheimer</del> )	P(A)	-	P(A)	P(A)	P(A)	P(A)		P(A)	P(A)	E
B. Sabo, Airport (R. Searle)	-	-	P	-	-	-		-	-	-
<b>STAFF</b>										
D. Hale, Exec. Director	P	P	E	P	E	P		E	P	P
T. Muck, Deputy Exec. Director	P	P	P	P	P	P		P	P	P
C. Watson, Principal Transp. Planner	P	P	P	P	P	P		P	P	P
M. Zeller, Principal Transp. Planner	P	P	P	P	P	P		P	P	P
H. Myers, Sr. Transp. Engineer	P	-	-	-	-	-		-	-	
V. Murillo, Transp. Planner	P	P	P	P	P	P		P	P	E
A. Green, Associate Trans. Planner	-	-	-	-	-	P		-	-	
T. Wright Community Outreach Coordinator	-	-	-	-	-	P		P	-	E

1. **QUORUM CHECK AND CALL TO ORDER**

Chair Craig called the meeting to order at 3:00 p.m. A quorum was established and self-introductions were made.

**OTHERS PRESENT**

Don Reynolds, City of Salinas

2. **PUBLIC COMMENTS**

None

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3. **CONSENT AGENDA**

M/S/C Delgado/Chavez/unanimous

3.1 Approved minutes of the August 7, 2017 Rail Policy Committee meeting.

**END OF CONSENT AGENDA**

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4. **SALINAS RAIL EXTENSION PROJECT UPDATE**

The Committee received a presentation on the Salinas Rail Extension project.

Christina Watson, Principal Transportation Planner, reported that activities of the Salinas Rail Extension project since the last update on August 7 include the completion of competitive bidding processes for hazardous materials and construction management firms. The contract for hazardous materials with Geocon will be going before the Board in September, and the contract for construction management with MNS Engineers will be considered by the Board in October. In addition, meetings were held of the Salinas Intermodal Transportation Center Steering Committee and progress was made in the acquisition of properties in Salinas. She also noted that RPC Vice Chair Delgado and Committee Member LeBarre testified at a hearing of the Assembly Select Committee on Rail on August 30 to support the Salinas Rail Extension and Coast Rail projects. Related meetings were held with legislators and state staff.

Committee member LeBarre noted that he was encouraged by the meetings with the State legislators and the questions that they raised during the hearing. He also noted that the State is taking the lead in negotiating “access fees” with Union Pacific, which can help our planned service and smaller communities.

Committee Vice Chair Delgado noted that the emerging corridor panel got the most feedback and questions of any panel, partly due to the fortuitous attendance of Assembly Member Caballero and Senator Beall.

Committee member Rubio stated the MNS Engineers currently has a lot of work in Monterey County and asked staff to confirm their ability to balance their workload to complete this project. Staff responded that MNS Engineers was asked this question during the interview process and stated that they have capacity for the project.

Committee member Rubio asked a follow-up question if the hazardous materials contract is separate from demolition. Staff responded that the hazardous materials firm will do oversight during abatement and demolition, which will be conducted by a separate firm.

Committee member Smith asked if staff has the amount of square footage that will be demolished. Staff responded that it will be included in the Board report.

Committee alternate Stratton asked how demolition will impact traffic on Market Street. Staff responded that this issue will need to be coordinated with the construction management firm to minimize impacts.

Mike Zeller, Principal Transportation Planner, reported that property acquisition for the Salinas Rail Extension project continues to move forward. He noted that the Agency has received possession of all of the properties necessary for the extension of Lincoln Avenue and that efforts to relocate utilities are underway. He also noted that relocation efforts with the remaining tenants is also on-going.

Don Reynolds, City of Salinas, asked how long is the Agency required to provide relocation benefits to residential tenants. Staff responded that the Agency is required to provide residential relocation benefits for 42 months that covers the difference between the current rent and new rent of a relocated tenant.

5. **COAST CORRIDOR 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 the progress since the last update on the coast rail project to this Committee on August 7 includes the status on SB 477 (Cannella), permitting the extension of rail services. She noted that the bill is was not passed off suspense with the Assembly Appropriations Committee on September 1.

Ms. Watson reported that the Coast Rail Coordinating Council (CRCC) met on August 10 in San Rafael to discuss legislative efforts, new state funding for rail, the state rail plan (expected to be published in September for a 60-day review period), and the request for the Coast Starlight to stop in King City. The group toured the Sonoma Marin Area Rail Transit (SMART) line on August 11. She presented a slideshow of the SMART line tour. Executive Director Debbie Hale noted the SMART is a good model for the Monterey Branch Line project.

Committee member Rubio asked about the Department of Finance's objections on SB 477. Staff responded that the letter will be added to the Board correspondence for reference, along with the TAMC letter to the Assembly Appropriations Chair refuting the DOF allegations.

Committee member Smith asked if the Agency can try for the bill again next year. Staff responded that there are several options that are being pursued to move the legislation forward.

6. **ANNOUNCEMENTS AND/OR COMMENTS FROM COMMITTEE MEMBERS**

None.

7. **ADJOURN**

Chair Craig adjourned the meeting at 4:04 p.m.



## *Memorandum*

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant  
**Meeting Date:** September 27, 2017  
**Subject:** Correspondence

### **RECOMMENDED ACTION:**

**RECEIVE** selected correspondence sent and received by the Transportation Agency for September 2017.

### ATTACHMENTS:

- Caltrans Directors Report
- Caltrans Project Update

### **WEB ATTACHMENTS:**

- [July 17, 2017 letter from the Central Coast Coalition to Senator Allen, re: removal of opposition to SB 150 \(Allen\)](#)
- [August 21, 2017 letter from TAMC to Senate President Pro Tempore de Leon and Assembly Speaker Rendon, re: double investment in public transportation in FY 2017-18 Cap and Trade expenditure plan](#)
- [August 23, 2017 letter from the Department of Finance to Senator Cannella, re: opposition to SB 477](#)
- [August 24, 2017 letter from Assembly Member Caballero to Assembly Member Bloom, in re: 2017-18 Cap and Trade expenditure plan](#)
- [August 31, 2017 letter from TAMC to Assembly Member Gonzalez Fletcher, re: SUPPORT for SB 477 \(Cannella\): Intercity rail corridors: extensions](#)
- [September 1, 2017 letter from SLOCOG to Assembly Member Gonzalez Fletcher, re: SUPPORT for SB 477 \(Cannella\): Intercity rail corridors: extensions](#)
- [September letters to Governor Brown, re: AB 696 \(Caballero\): Highway 101 Corridor Safety Improvements - REQUEST FOR SIGNATURE, from AMBAG, City of Carmel-by-the-Sea, City of Monterey, City of Soledad, County of Monterey, FORA, TAMC](#)

Northbound US 101/San Anselmo Road in San Luis Obispo County



FALL 2017

# Caltrans District 5



District Director

Timothy Gubbins

*Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability.*

## District Director's Report

*A quarterly publication for our transportation partners*

### Roadside Safety and Aesthetics

Optimizing safety is the main purpose of the recently completed Caltrans roadside safety improvements project extending 15 miles along US 101 from Atascadero to Paso Robles. The \$2.3 million project, and similar ones statewide, are reducing the exposure of maintenance workers on foot in high-speed traffic areas. Project features are:

- Thirty-nine paved gore areas with contrast surface treatment
- Paved slope areas underneath four bridges
- Installed:
  - Metal-beam guardrail with concrete barrier
  - Drainage system improvements
  - Upgraded safety cable railing

A second roadside safety project in San Luis Obispo County, currently under construction, will address an 18-mile segment of US 101 from Arroyo Grande to San Luis Obispo. The \$2.5 million project is scheduled for completion in fall 2017. Currently, District 5 is implementing eight additional roadside safety projects—in different stages of project development on various highways—in Santa Cruz, Monterey and Santa Barbara counties. Two others were also recently completed in the latter two counties.



### SB 1 Fix-it-First Funding

*The Road Repair & Accountability Act of 2017*

Fixing our roads, repairing aging bridges, reducing traffic congestion and improving goods movement are key goals for the recently passed Senate Bill 1 transportation funding bill. Statewide, Caltrans is committed to fixing more than 17,000 lane miles, 500 bridges, 55,000 culverts, and 7,700 traffic operating systems, which includes installing ramp meters, traffic cameras and electric highway message boards. Currently, Caltrans is expediting \$200 million in pavement projects statewide and \$150 million for restriping along the state highway system as well as identifying and prioritizing the most

needed projects. The new funding, which begins in November 2017, includes the following statewide over the next 10 years:

- \$1 billion – Active Transportation Program
- \$7.5 billion – Transit and rail
- \$3 billion – Trade corridor improvements
- \$2.5 billion – Congestion relief

The new bill will generate \$54 billion split between Caltrans and local agencies over the next decade—the largest transportation investment in more than 20 years. Each year, more than 180 billion vehicles travel on the state highway system. More information:

<http://www.catc.ca.gov/programs/SB1.html>



### CTP Guidelines Adopted

The California Transportation Commission recently adopted the 2017 *California Transportation Plan Guidelines*. The document provides a policy framework for developing future state transportation plans. The long-range, fiscally unconstrained plan details the state's priorities, guides future investments and maintains consistency with statewide, regional and local plans. More information: [http://www.catc.ca.gov/programs/CTP/CTP\\_2017\\_Guidelines\\_Final\\_5\\_17\\_17.pdf](http://www.catc.ca.gov/programs/CTP/CTP_2017_Guidelines_Final_5_17_17.pdf)





## Highway 17 Wildlife Connectivity Project

Providing habitat connectivity and safe passage is the purpose of the Highway 17/Laurel Road wildlife connectivity project, near Scotts Valley, in Santa Cruz County. The estimated \$7 million project will connect two core habitat areas while protecting individual animals and ensuring long-term species survival. The California Transportation Commission recently approved \$3 million in the State Highway Operation and Protection Program (SHOPP) for the project's environmental, design and right-of-way costs. Construction funding is expected to come from local sources, including \$5 million from Santa Cruz County's recently approved Measure D sales tax.

After extensive environmental and biological review, the project site was identified as the highest priority for maintaining critical habitat with evidence of mule deer, mountain lions, bobcats and coyotes on both sides of the roadway. Highway 17 is an important link connecting the Santa Cruz Mountains with the Diablo Mountain Range and the Gabilan Range. Fragmented habitat is difficult for animal survival in finding adequate food, water and mates; raising their young; and establishing new territories. Challenges to wildlife mobility along the roadway include high traffic volumes, concrete median barriers and inefficient pathways at culverts or bridge under crossings.

A multi-agency partnership developed solutions for improving animal connectivity on the corridor. These included the following: Land Trust of Santa Cruz County, Caltrans, Santa Cruz County Regional Transportation Commission, California Department of Fish and Wildlife, Pathways for Wildlife and U.C. Santa Cruz (Puma Study).



## Advanced Mitigation Credits

The Highway 17 wildlife connectivity project in Santa Cruz County also provides a unique opportunity for Caltrans to partner with the California Department of Fish and Wildlife on a pilot for an innovative advanced mitigation credit agreement. The first of its kind in California, the agreement establishes mitigation credits that can be applied to future transportation projects.

Mitigation credits created by the Highway 17 wildlife project may be used by the Department or sold or transferred to other transportation agencies with projects in a specific service area. The pilot credit agreement may be used as a model for the California Department of Fish and Wildlife's new statewide Regional Conservation Investments Strategies Program. More information:

<https://www.wildlife.ca.gov/Conservation/Planning/Regional-Conservation>



## Complete Streets Projects Kick-off

### Creston Road Complete and Sustainable Streets Corridor Plan

The City of Paso Robles' \$185,000 grant will develop a Complete Streets Plan for Creston Road in Paso Robles, San Luis Obispo County. It will include community involvement to identify strategies for a two-mile pedestrian, bicycle and transit-friendly thoroughway. It will also feature Complete Streets design for sidewalks and intersection changes supporting travel modes for all users, ages and abilities. A greening element will be added for natural drainage as well.

### Highway 9 Complete Streets Plan

The Santa Cruz County Regional Transportation Commission's \$249,000 grant will develop a Complete Streets Plan for 10 miles of Highway 9 in Santa Cruz County. The plan will identify, prioritize and implement multimodal improvements with a focus on asset management. It will address severe bicycle, pedestrian and transit gaps as well as collisions, congestion and system deterioration.



## Call for Projects Coming

A call for projects for the Sustainable Transportation Planning Grant Program is scheduled for September 2017. The program, funded through SB 1, includes:

- Sustainable Communities & Strategic Partnerships – \$25 million annually
- Climate Adaptation Planning Grants—\$20 million over three years

Successful projects support sustainable communities and reducing greenhouse gas emissions. More information:

<http://www.dot.ca.gov/hq/tpp/grants.html>



## D5 Bicycle Champions

The San Luis Obispo Council of Governments (SLOCOG) Rideshare Program recently recognized District 5 with the *Defending Bike Month Challenge Champion* Award. The District kept the 2016 title with 37 employees bicycling most every day in May for Bike Month. In addition to the golden handlebars trophy (inset), the District won a one-month free trial of riding an electric bicycle. Hats off to all participants!



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE SEPTEMBER 27, 2017 TRANSPORTATION AGENCY FOR MONTEREY COUNTY'S MEETING (TAMC)

CONSTRUCTION PROJECTS									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager/ (Resident Engineer)	Contractor	Comments
1.	<b>Highway 68 Salinas River Bridge Widening (0F7004)</b>	Near Salinas, east of Reservation Road undercrossing to Spreckels Boulevard undercrossing (PM R17.4/R18.0)	Bridge widening	Spring 2016/ Summer 2018	\$9.8 million	SHOPP	David Rasmussen (BR)	Viking Construction Company, Rancho Cordova, CA	Ongoing construction Activities.
2.	<b>US 101 CURE Safety Improvements near King City (0T990)</b>	From Central Avenue to south of Teague Avenue (PM 45.8/49.8)	Eucalyptus tree and metal beam guardrail removal	Fall 2017	\$2.5 million	SHOPP	David Rasmussen (PM)	The Professional Tree Care Company, Berkeley, CA	Started construction in March 2017.
3.	<b>US 101 North Greenfield Median Barrier (1G380)</b>	North of Walnut Avenue (PM 53.9/57.1)	Median barrier and inside shoulder rumble strip with shoulder widening	Summer 2017/ Fall 2018	\$4.1 million	SHOPP	Aaron Henkel	Papich Construction, Pismo Beach, CA	Construction began June 26, 2017.
4.	<b>Highway 183 Blackie Road Rumble Strip Project (1G390)</b>	Davis Road to Blackie Road (PM 1.8/R8.6)	Centerline/shoulder rumble strip and resurfacing	Fall 2017	\$1.4 million	SHOPP	Aaron Henkel	Granite Construction Company	Contract approval July 21, 2017.
5.	<b>Highway 198 North Fork Widening (1C660)</b>	East of San Lucas (PM 22.4/22.8)	Widen shoulders and correct super elevation	Fall 2017	\$1.8 million	SHOPP	Aaron Henkel	Granite Construction Company	Contract approval June 30, 2017.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE SEPTEMBER 27, 2017 TRANSPORTATION AGENCY FOR MONTEREY COUNTY'S MEETING (TAMC)

PROJECTS IN DEVELOPMENT								
	Project	Location & PM	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Comments
6.	<b>Highway 1 Paul's Slide Repair (0T850)</b>	Near the community of Lucia, north of Limekiln Creek Bridge to south of Lucia (PM 21.6/22.1)	Install catchment, improve drainage	Fall 2019	\$16.1 million	SHOPP	Ken Dostalek	The original contract was cancelled and replaced with an Emergency Storm Damage Repair contract due to recent storm damage and significant changes to the scope of work.
7.	<b>Highway 1 Big Sur CAPM (1F680)</b>	Near Big Sur from Torre Canyon Bridge to Carpenter Street (PM 39.8/74.6)	Pavement rehabilitation	Fall 2021	\$24 million	SHOPP	David Rasmussen	Environmental studies continue.
8.	<b>Highway 1 Safety Upgrades: Hurricane Point to Rocky Creek Viaduct (1A000)</b>	North of Big Sur, south of Bixby Creek Bridge to south of Rocky Creek Bridge (PM 58.3/59.8)	Shoulder widening, guardrail upgrades, potential retaining wall	Summer 2020	\$5.3 million	SHOPP	Ken Dostalek	Design about 60% complete. Project requires coastal development permit from Monterey County. Scheduled to advertise for construction in August 2018.
9.	<b>Highway 68 Pacific Grove Shoulder Widening (1C250)</b>	Pacific Grove to Scenic Drive (PM 1.6/L4.0)	Shoulder widening, rumble strips, guardrail	Spring 2021	\$2.5 million	SHOPP	David Rasmussen	Project is in Design.
10.	<b>Highway 68 Pacific Grove Centerline Rumble Strip (1G450)</b>	East of Piedmont Avenue to slightly west of the SR 1/68 Junction (PM 1.6/L4.1)	Centerline rumble strip & open grade asphalt concrete	Summer 2018	\$1.7 million	SHOPP	David Rasmussen	Project is in Design.
11.	<b>US 101 San Antonio River Bridge-Seismic Retrofit (1F820)</b>	Near King City at the San Antonio River Bridge (PM R6.7)	Seismic retrofit 2 bridges	Winter 2021	\$7 million	SHOPP	David Rasmussen	Environmental studies continue.
12.	<b>US 101 Paris Valley 2R Rehab (1F740)</b>	Near King City south of Paris Valley Road overcrossing to Rancho undercrossing (PM R28.0/R30.6)	Pavement rehabilitation	Summer 2019	\$26.9 million	SHOPP	Aaron Henkel	PA&ED was achieved in June 2017 and Design has begun; Expected to advertise for construction in June 2019.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE SEPTEMBER 27, 2017 TRANSPORTATION AGENCY FOR MONTEREY COUNTY'S MEETING (TAMC)

## PROJECTS IN DEVELOPMENT (*Continued*)

	Project	Location & PM	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Comments
13.	<b>US 101 King City Rehabilitation (1F750)</b>	Near King City from just south of wild Horse Road to just north of Jolon Road (PM R36.9/43.2)	Pavement rehabilitation	Fall 2018	\$57.6 million	SHOPP	Aaron Henkel	Project is currently in Design and is expected to advertise for construction in June 2018.
14.	<b>US 101 Salinas River Bridge Seismic Retrofit (1C960)</b>	Near King City at the Salinas River Bridge (PM R41/R41.8)	Seismic retrofit	Winter 2021	\$1.4 million	SHOPP	Aaron Henkel	Project is in PA&ED; The environmental document is currently being finished and is expected to be in Design by May 2017; Expected to advertise for construction in June 2018.
15.	<b>US 101 North King City Barrier (1H620)</b>	At Salinas River Bridge to crossover at Teague Avenue (R41.6/R47.7)	Median barrier	Begin Winter 2018/2019	\$6.5 million	SHOPP	Aaron Henkel	Anticipated to advertise for construction in June 2018; Construction expected to begin in February 2019.
16.	<b>US 101 North Soledad OH Deck Replacement (0F970)</b>	North Soledad Bridge (PM 62.1/63.2)	Bridge replacement	Summer 2021	\$6.6 million	SHOPP	Ken Dostalek	Design about 60% complete. Project requires multiple agreements with Union Pacific Railroad. Expected to advertise for construction in March 2020.
17.	<b>US 101 Salinas CAPM (1F700)</b>	North of Gonzales to East Market Street (PM 73.8/87.3)	Pavement preservation	Summer 2019	\$19 million	SHOPP	David Silberberger	Project is in Design.
18.	<b>US 101 Salinas Rehabilitation (1C890)</b>	East Market Street overcrossing to just south of Russell/Espinosa Road (PM 87.31/R91.5)	Roadway rehabilitation	Winter 2018	\$34 million	SHOPP	Aaron Henkel	Anticipated to advertise for construction in April 2018.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE SEPTEMBER 27, 2017 TRANSPORTATION AGENCY FOR MONTEREY COUNTY'S MEETING (TAMC)

## PROJECTS IN DEVELOPMENT (*Continued*)

	Project	Location & PM	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Comments
19.	Highway 156 West Corridor (31600)	Between Castroville and Prunedale (PM R1.6/T5.2)	Construct new 4-lane divided freeway and new interchanges	Fall 2019/Fall 2023	\$264 million	STIP/Federal Demo	David Silberberger	Overall project cost \$365 million. TAMC and Caltrans staff are currently evaluating preliminary results from the Level 2 Traffic and Revenue Study. The project team also continues their efforts on delivering a Supplemental EIR.

### ACRONYMS USED IN THIS REPORT:

EIR	Environmental Impact Report
PA&ED	Project Approval and Environmental Document
PS&E	Plans Specification & Estimate
SHOPP	Statewide Highway Operation and Protection Program
STIP	Statewide Transportation Improvement Program