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Regional Transportation Planning Agency - Local Transportation Commission  
Monterey County Service Authority for Freeways & Expressways  
Monterey County Regional Development Impact Fee Joint Powers Agency  
Email: [info@tamcmonterey.org](mailto:info@tamcmonterey.org)

## **EXECUTIVE COMMITTEE**

*Members are: Ed Smith, Chair; Mary Adams, 1st Vice Chair; Michael LeBarre, 2nd Vice Chair; Luis Alejo, Past Chair; Chris Lopez, County Representative; Kimbley Craig, City Representative*

**Wednesday, June 2, 2021**

**\*\*8:30 AM\*\***

### **REMOTE CONFERENCE ONLY**

*There will be NO physical location of the meeting.*

*Please see all the special meeting instructions at the end of the agenda.*

**Join meeting online at**

<https://us02web.zoom.us/j/775161178?pwd=STY4UzZZblpOK0VLdEs3RGZUS3kyUT09>

**OR**

**Via teleconference at +1 669 900 6833**

**Meeting ID: 775 161 178**

**Password: 536047**

### **1. ROLL CALL**

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

### **2. PUBLIC COMMENTS**

Any member of the public may address the Committee on any item not on the agenda but within the jurisdiction of the Committee. Under this item, each member of the public is allowed three minutes to address concerns. Comments in items on this agenda may be given when that agenda item is discussed. Persons who wish to address the Committee for public comment or on an item on the agenda are encouraged to submit comments in writing to Maria at [maria@tamcmonterey.org](mailto:maria@tamcmonterey.org) by

5:00 pm the Monday before the meeting, and such comments will be distributed to the Committee before the meeting.

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**3. 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.

**3.1 APPROVE** Executive Committee draft Minutes of May 5, 2021.

-Rodriguez

**3.2 RECOMMEND** that the Board of Directors **APPROVE** delaying the annual evaluation for the Agency Executive Director and Counsel to 2022 from June 2021.

-Goel

*The Transportation Agency bylaws require an annual evaluation of the Executive Director and Counsel. However, since Executive Director Hale will be retiring this year, it is recommended that the evaluation not be done in 2021. TAMC Counsel Katherine Hansen was recently appointed to this position and there has not been sufficient time to evaluate her performance.*

**END OF CONSENT AGENDA**

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**4. RECEIVE** report on draft TAMC Board meeting agenda.

- Muck

**5. ANNOUNCEMENTS**

**6. ADJOURN**

Important Meeting Information

Remote Meetings: On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. The public is strongly encouraged to use the Zoom app for best reception. Prior to the meeting, participants should download the Zoom app at: <https://zoom.us/download>. A link to simplified instruction for the use of the Zoom app is:

<https://blog.zoom.us/wordpress/2018/07/03/video-communications-best-practice-guide/>.

Remote Meeting Public Comment: Due to current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Committee for public comment or on an item on the agenda are encouraged to submit comments in writing to [maria@tamcmonterey.org](mailto:maria@tamcmonterey.org) by 5:00pm the Monday before the meeting. Such comments will be distributed to the Committee before the meeting. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair.

Agenda Packet and Documents: Any person who has a question concerning an item on this agenda may call or email the Agency office to make inquiry concerning the nature of the item described on the agenda. Complete agenda packets are on display online at the Transportation Agency for Monterey County website. Documents relating to an item on the open session that are distributed to the Committee less than 72 hours prior to the meeting shall be available for public review at the Agency website. Agency contact information is as follows:

Transportation Agency for Monterey County  
[www.tamcmonterey.org](http://www.tamcmonterey.org)  
Office is closed an all employees are working remotely until further notice  
TEL: 831-775-0903  
EMAIL: [info@tamcmonterey.org](mailto:info@tamcmonterey.org)

Agenda Items: The agenda will be prepared by Agency staff and will close at noon nine (9) working days before the regular meeting. Any member of the Committee may request in writing an item to appear on the agenda. The request shall be made by the agenda deadline and any supporting papers must be furnished by that time or be readily available.

Alternative Agenda Format and Auxiliary Aids: 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 staff at 831-775-0903. Auxiliary aids or services include wheelchair accessible facilities, sign language interpreters, Spanish language interpreters, 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.

**CORRESPONDENCE, MEDIA CLIPPINGS, AND REPORTS - No items this month.**



## ***Memorandum***

**To:** Executive Committee  
**From:** Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board  
**Meeting Date:** June 2, 2021  
**Subject:** **Executive Committee Draft Minutes of May 5, 2021**

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### **RECOMMENDED ACTION:**

**APPROVE** Executive Committee draft Minutes of May 5, 2021.

### **ATTACHMENTS:**

- ▣ Executive Committee May 5, 2021 minutes

**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: Ed Smith (Chair),  
 Mary Adams (1<sup>st</sup> Vice Chair), Michael LeBarre (2<sup>nd</sup> Vice Chair),  
 Luis Alejo (Past Chair),  
 Chris Lopez (County representative), Kimbley Craig (City representative)*

**Wednesday, May 5, 2021**

\*\*\* 8:30 a.m. \*\*\*

ZOOM REMOTE VIDEO/PHONE CONFERENCE ONLY

<b>EXECUTIVE COMMITTEE</b>	<b>JUN 20</b>	<b>AUG 20</b>	<b>SEP 20</b>	<b>OCT 20</b>	<b>NOV 20</b>	<b>JAN 21</b>	<b>FEB 21</b>	<b>MAR 21</b>	<b>APR 21</b>	<b>MAY 21</b>
Ed Smith, <b>Chair</b> Monterey (D. Albert, A. Renny)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Mary Adams, <b>1<sup>st</sup> Vice Chair</b> Supr. Dist. 5 (S. Hardgrave, C. Courtney)	P (A) (VC)	P (VC)	P (VC)	P(A) (VC)	P(A) (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Michael LeBarre, <b>2<sup>nd</sup> Vice Chair</b> King City (C. DeLeon)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Luis Alejo, <b>Past Chair</b> Supr. Dist. 1 (L. Gonzales/ J. Gomez)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	A (VC)	P (VC)	P(A) (VC)	P (VC)	P (VC)
Chris Lopez, <b>County Representative</b> Supr. Dist. 2 (P. Barba)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	A (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Kimbley Craig, <b>City Representative</b> (C. Cromeenes)	P (VC)	P(A) (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)

*TC: via teleconference; VC: via Zoom video conference*

P = Present

A = Absent

P(A) = alternate present

**1. CALL TO ORDER:**

Chair Smith called the meeting to order at 8:30 a.m. Roll call was taken, and a quorum was confirmed. (as noted above). Committee member Adams arrived at 9:07a.m.

Staff present: Goel, Hale, Muck, Rodriguez, Watson, and Zeller.

Others present: Agency Counsel Katherine Hansen; Legislative Consultant Gus Khouri; Alternate District 5 Colleen Courtney.

**2. PUBLIC COMMENTS:**

None

**3. CONSENT AGENDA:**

**M/S/C**

Lopez/Craig/unanimous

On a motion by Committee Member Lopez seconded by Committee Member Craig, the committee voted 6-0 to approve the minutes from the Executive Committee meeting of April 7, 2021.

**4. STATE AND FEDERAL LEGISLATIVE UPDATE**

The Committee received an update on state and federal legislative activities and recommended the Board of Directors adopt updated positions on proposed legislation.

On a motion by Committee Member LeBarre, seconded by Committee Member Adams, the committee voted 6-0 to recommend the Board of Directors adopt the staff-recommended positions on state legislation, with the change of a position from “support” to “watch” on AB 41, and a new “support” position on SB 790.

Gus Khouri, Agency Legislative Consultant, provided a state legislative update and highlighted the state bill list. He noted a recommended change to a previous position of “support” to “watch” on Assembly Bill (AB) 41, which no longer provides an assurance regarding broadband investments into disadvantaged areas within the county. He noted a staff recommendation of “support” on Senate Bill (SB) 790, which authorizes the Department of Fish and Wildlife to give Caltrans mitigation credit for wildlife crossing projects. SB 790 could be useful for addressing work on Route 68.

Mr. Khouri reported on Governor Newsom’s proposed lifting of the COVID-19 restrictions on June 15, 2021 and on the various efforts to continue exceptions, or make new revisions, to Brown Act rules regarding remote meetings. Agency Counsel Katherine Hansen noted that County Counsel does not expect that meetings will become in-person instantaneously on June 15, but that there will be a slower return over time under the supervision of the County Health Department.

Committee Member Craig noted that the City of Salinas supports a return to in-person meetings based on issues, including out-of-state residents participating in council meetings. Chair Smith noted the City of Monterey supports a continuation of virtual meetings, whether as a hybrid with in-person meetings or as a substitute. Committee Member Alejo noted that the California State Association of Counties supports extending the ability for meetings to use videoconference technology to increase public participation and reduce vehicle miles traveled.

Mr. Khouri reported on the proposals to increase funding for the Active Transportation Funding (ATP). Executive Director Hale noted that the increase in ATP funding could help the Fort Ord Recreational Trail and Greenway (FORTAG) project get funding, which just missed the cutoff for funding in the last round.

Committee Member Lopez commented that he would like to make sure TAMC advocate for all ATP projects in the county, including projects in the south county cities San Lucas, King City, and Chualar. Director Hale noted that if the cut-off for ATP projects was 75 points, there would be projects in Monterey, King City and Salinas that would also qualify for funding.

Christina Watson, Principal Transportation Planner, reviewed federal legislative activities. She reported that Representative Panetta submitted the US 101 South of Salinas project for \$2 million for funding a portion of the environmental process, and that staff would submit the same project to Senator Feinstein.

**5. OVERALL WORK PROGRAM, INTEGRATED FUNDING PLAN & 3-YEAR BUDGET FY 21/22**

On a motion by Committee Member Adams, seconded by Committee Member Craig, the committee voted 6-0 to recommend the Board of Directors approve Resolution 2021-05 adopting the three-year budget for fiscal years 21/22 through 23/24 and the Overall Work Program for fiscal year 21/22, and the 2021 Integrated Funding Plan.

Todd Muck, Deputy Executive Director, reported minimal changes including minor edits by Caltrans since last reviewed in February. The Agency has for the first time separated out capital projects into the Integrated Funding Plan. This separation allows the Overall Work Program to focus on the planning and operational activities (e.g. the Freeway Service Patrol, and the Go831 program).

Rita Goel, Finance & Administration, highlighted the changes to the operating and direct program. On the proposed fiscal year 2021-2022 operating expenditure budget is \$3,810,434, a net increase over fiscal year 2020-2021 of \$211,138. Expenditures changed as follows:

1. Computer costs increased by \$75,000 to allow for replacements and transition to more telework-friendly equipment.
2. Recruitment costs in the amount of \$50,000 added in light of the Executive Director's impending retirement.
3. Cyber Security costs increased by \$6,000 to protect agency information from a ransomware attack or other system infiltration.

Ms. Goel also reported on the proposed fiscal year current direct program expenditure budget is \$2,030,739 a net decrease over fiscal year 20/21 of \$11,692,180. This decrease is primarily due to the capital expenditures related to the Rail to Salinas project being incorporated into the Integrated Funding Plan. Ms. Goel noted the following changes: Rail to Salinas HDR amendment 1 to fund increased design services, funded by Regional Surface Transportation Program, added \$45,000 and Federal legislative advocate expenditures, funded by Undesignated Reserves, added \$75,000.

## **6. POST COVID-19 TRANSITION**

Received update and provided input on the Post COVID-19 transition plans.

Director Debbie Hale reported that in light of the COVID-19 pandemic, in April 2020 the Transportation Agency adopted a protocol that included adding protective equipment to the office and setting policies for social distancing to protect staff, Board and committee members from contracting the disease through Agency activities. Since March 16, 2020, TAMC has held entirely virtual meetings, has had 90% of the staff working from home full time, and has allowed no more than 4 people in the office at one time. To-date, no employees have contracted COVID-19 at the workplace due to these safety practices. Teleworking has allowed for successful accomplishment of Agency activities.

As the County of Monterey progresses into the lower tiers of COVID-19 classification, an update to the protocol will be needed. Given the large size of the TAMC Board, it may be difficult to find a meeting venue that will allow for proper distancing of attendees. Ms. Hale noted that staff is targeting August for a possible restart of in-person Board or committee meetings, but requested Committee input.

Committee members expressed overall support for the TAMC Board meeting to be hybrid in-person/Zoom as of August. There was a difference of opinion as to whether in-person attendees should be required to be vaccinated or not. They expressed a preference for continuing to hold Executive Committee meetings online due to the short length of the meeting versus travel time, noting sometimes the



meeting is shorter than the time it takes to get there and back. It was suggested that staff ask other committees for their opinions on how to hold their meetings after June.

### **TAMC BOARD DRAFT AGENDA**

Deputy Executive Director Muck reviewed the draft regular and consent agenda for the TAMC Board meeting of May 26, 2021. Mayor LeBarre indicated his intention to comment on the Network Integration Study prior to a vote but that item should be left on consent.

After Executive Committee discussion, direction was provided to staff to place the following items for consideration on the regular agenda:

- Overall Work Program, Integrated Funding Plan & 3-Year Budget  
FY 21/22 Measure X Third Year Audit Results
- Post COVID-19 Transition

#### **7. ANNOUNCEMENTS**

None this month.

#### **8. ADJOURNMENT**

Chair Smith adjourned the meeting at 10:06 a.m.



## **Memorandum**

**To:** Executive Committee  
**From:** Rita Goel, Director of Finance & Administration  
**Meeting Date:** June 2, 2021  
**Subject:** Evaluation of Executive Director & Counsel

### **RECOMMENDED ACTION:**

**RECOMMEND** that the Board of Directors **APPROVE** delaying the annual evaluation for the Agency Executive Director and Counsel to 2022 from June 2021.

### **SUMMARY:**

The Transportation Agency bylaws require an annual evaluation of the Executive Director and Counsel. However, since Executive Director Hale will be retiring this year, it is recommended that the evaluation not be done in 2021. TAMC Counsel Katherine Hansen was recently appointed to this position and there has not been sufficient time to evaluate her performance.

### **FINANCIAL IMPACT:**

None.

### **DISCUSSION:**

The Agency bylaws require an annual evaluation of the Executive Director and Counsel. Executive Director Hale's employment agreement also states that the TAMC Board shall evaluate her by the December Board meeting of each year and Hale shall prepare goals and accomplishments for review by the TAMC Board.

However, since Executive Director Hale will be retiring soon, it is recommended that the evaluation not be done in 2021. TAMC Counsel Katherine Hansen was recently appointed to this position and there has not been sufficient time to evaluate her performance. Staff recommends that the annual evaluations for both be delayed to 2022. (The evaluation process normally starts in June.). Meanwhile, any performance issues can be raised with the Chair at any time.



***Memorandum***

**To:** Executive Committee  
**From:** Debra L. Hale, Executive Director  
**Meeting Date:** June 2, 2021  
**Subject:** **Next Meeting August 4, 2021.**

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**RECOMMENDED ACTION:**